

PLANNING COMMISSION MEETING

November 13, 2008

The Planning Commission convened in Courtroom No. 1 at City Hall for their regular meeting. Chairman Fitzgerald called the meeting to order at 7:30 PM.

Members in attendance were, Mr. Brian Temming, Ms. Christine Shoop, Mr. David Komjati and Chairman Thomas Fitzgerald. Absent was Mr. Andrew Eade. Also present were, City Manager Rita McMahon, Assistant City Manager Douglas Lewis, City Planner Russ Schaedlich, Assistant Law Director James Lyons, and Secretary Lynn White.

MINUTES: Motion by Mr. Komjati, seconded by Ms. Shoop to approve the Planning Commission Meeting Minutes from September 29, 2008 as submitted. All members present said "aye". Motion carried.

Chairman Fitzgerald indicated there was no New Business to discuss and moved onto the Administrative Report.

ADMINISTRATIVE REPORT:

Chairman Fitzgerald read the first item under the Administrative Report.

Conditional Use Permit Extension Request – Bank Street Bed & Breakfast - Refusal No. 2123 (Approved by Planning Commission: 06/14/07).

Chairman Fitzgerald indicated the applicant is asking for a six-month extension on the Conditional Use Permit. He stated the Staff Report outlined the twelve stipulations that were agreed upon at the meeting of June 14, 2007. Chairman Fitzgerald asked the applicants if they had any comments in regards to those twelve stipulations.

Ms. Stephanie Beres commented that the stipulations are fine. She stated they are about half way completed with the renovations that need to be done. The biggest items left to be done are the bathrooms for the guests. Ms. Beres stated they did not own the property until March 28, 2008. It took a few months to get contractors lined up to start the work. She stated they have to be completed by May 2009 since she has committed to having guests at that time. The items that have been done to date include exterior painting, landscaping, roof repairs, updated HVAC and Electrical systems, concrete repairs in the driveway and sidewalks.

Chairman Fitzgerald asked if the Commission Members had any comments or questions on this request. Mr. Komjati stated it sounds like all of the major items have been completed. He asked if it is possible to open even though there are a few outstanding items to be completed.

Ms. Beres replied that would not be possible. They are living in the guest rooms while working on the third floor, which will be their residence once the repairs are completed. In addition, the bathrooms have to be completed prior to opening.

Mr. Komjati asked if they were doing the work themselves. Ms. Beres commented they are doing the minor cosmetic changes and the large items have required hired contractors.

Chairman Fitzgerald asked if there were any other comments or questions. There being none, he asked for a motion approving a six-month extension with a three-month status report on the Conditional Use Permit for Refusal Number 2123. Motion by Ms. Shoop, seconded by Mr. Temming to approve the extension request for the Conditional Use Permit for Refusal #2123 with the twelve stipulations that were agreed upon at the meeting of June 14, 2007 and the owner will provide a progress report on their activities to the City Planner in three (3) months. On roll call, Mr. Komjati, Mr. Temming, Ms. Shoop, and Chairman Fitzgerald answered "yes". Motion carried.

Chairman Fitzgerald moved onto the next item under Administrative Report, Design Review update. The Commission received in their packet a listing of all the Design Review Applications that have been received for the year to date. The Design Review section of the Zoning Code indicates the Planning Commission shall receive updates from the administration as to what applications have

been reviewed. The applications consisted of both Design Review Districts, Downtown and Richmond Street. There was some discussion regarding the various applications and how the applications are reviewed and approved.

OTHER MATTERS THAT MAY PROPERLY COME BEFORE THE PLANNING COMMISSION

Chairman Fitzgerald read the item under the Other Matters on the Agenda.

Heisley Park Residential Subdivision Phase XIII – Preliminary Plat extension request – consisting of 28 lots and approximately 13.59 acres of land.

Chairman Fitzgerald indicated this item has come before the Commission previously and asked the Administration to explain this issue.

Mr. Schaedlich stated the Commission first approved this preliminary plat in December of 2006. This item has come back to the Commission for an extension due to some wetland issues the builder and developer have come across along with the current economic issues. He explained the developer is resubmitting the plat with a minor change of an additional two lots. The road layout is the same as the original submission and they would like to have the twelve-month extension to get the infrastructure installed.

The Commission Members discussed the Heisley Park Subdivision construction and the location of the two additional lots. Chairman Fitzgerald asked if there were any other comments or questions. There being none, he asked for a motion on this item. Motion by Mr. Komjati, seconded by Mr. Temming to approve the Preliminary Plat extension for Heisley Park Residential Subdivision Phase XIII for the twelve (12) month preliminary plat approval period, provided under Section 1109.12 of the Planning and Zoning Code, prior to the submission of the final plat, and of the minor revisions made to the plat. On roll call, Mr. Temming, Ms. Shoop, Mr. Komjati, and Chairman Fitzgerald answered “yes”. Motion carried.

ADJOURNMENT

There being no further business, the meeting was adjourned.

Lynn M. White, Secretary

Thomas Fitzgerald, Chairman