



**Date:** October 12, 2015  
**To:** City Manager  
**Cc:** Clerk of Council; Community Development Director; City Planner; City Engineer; Economic Development Coordinator; Building Official; file  
**Re:** Planning Commission Action

The following items were presented to the Planning Commission for consideration during their Regular Meeting on October 8, 2015:

#### **TABLED BUSINESS:**

**Temporary Structure and Uses:** J. Federico/Fast Auto & Truck has made application for the determination of one (1) trailer in accordance with Section 1137.12 (a)(1). Mr. Federico is proposing to place the trailer at 61 South State Street as a temporary office for Fast Auto Sales and Leasing.

*Motion by Ms. Shoop, seconded by Ms. Kuhlmann, to remove the request for Temporary Structure from the table. On Roll Call, Ms. Shoop, Ms. Kuhlmann, Ms. Fleck, Ms. Shoop and Chairman Komjati answered "yes". Motion carried, 4-0.*

*City Planner Lynn White stated that the applicant requested the matter be withdrawn. She further stated that the applicant plans to demolish the existing structure in the future and is currently preparing a plan for new construction on the site.*

*Ms. Shoop moved to dismiss the matter, seconded by Ms. Fleck. On Roll Call, Ms. Kuhlmann, Ms. Fleck, Ms. Shoop and Mr. Komjati answered "yes". Motion carried, 4-0.*

#### **ADMINISTRATIVE REPORT:**

**Preliminary Plat:** request for an extension - Heisley Park Residential Subdivision - Phase XX

*Chairman Komjati requested a motion to remove the Preliminary Plat request for an extension from the table. Ms. Kuhlmann moved to remove the item from the table, seconded by Ms. Shoop. On Roll Call, Ms. Fleck, Ms. Shoop, Ms. Kuhlmann and Chairman Komjati answered "yes". Motion carried, 4-0.*

City Planner Lynn White explained that the City and the developer have been working together on Condition #6 that was placed on the this project in October 2014, outlined in the original memorandum of August 31, 2015. The condition stated that the parties will come to a written agreement as to the location of the park in the remaining phases of the subdivision. Additionally, a date when the park will be dedicated to the City will be determined and the City will have a legal action for specific performance to have this land conveyed to the City if the land is not dedicated to the City by the specific date. Ms. White stated that this issue has been resolved. The Preliminary Plat Phase XX application has been reviewed by the Staff and found to be in compliance of Section 1109.07 of the City Codified Ordinances with some minor housekeeping issues which are outlined in the memorandum to the Planning Commission. The outstanding item regarding the Hydrogeologic Study has been submitted by the developer and reviewed by the City Engineer. The administration therefore recommends approval of the Preliminary Plat with the conditions outlined in the memorandum dated August 31, 2015.

*Ms. Fleck moved, seconded by Ms. Shoop, to approve the Preliminary Plat request for the Heisley Park Residential Subdivision Phase XX with the stipulations outlined in the memorandum of 8.31.2015, including the name changes to Sheet 1 of the Title Page to the appropriate individuals and the general notes of the Plat Review per Section 1109.07 of the Codified Ordinances. On Roll Call, Ms. Shoop, Ms. Kuhlmann, Ms. Fleck and Chairman Komjati answered "yes". Motion carried, 4-0.*

## **OTHER MATTERS THAT MAY PROPERLY COME BEFORE THE PLANNING COMMISSION.**

Ms. White also updated the Planning Commission on the most recent Design Review submittals that were approved in August and September 2015:

- 170-174 Main Street – Certificate of Appropriateness issued for painting of lower façade of building.
- 255 Richmond Street – Certificate of Appropriateness for exterior renovations to signage and façade colors of the building.

Additionally, the next regularly scheduled Planning Commission of November 12, 2015 will be held in Court Room #2 due to the 2016 Budget Hearings for City Council being held in Court Room #1.

## **ADJOURNMENT**

Please forward this information to City Council at the earliest time possible.



Tina B. Pomfrey  
Planning Commission