

PLANNING & ZONING COMMITTEE MEETING

MAY 19, 2014

The meeting was called to order at 5:00 p.m. by Chairman Tim McCarthy. Committee members present were John Kevern, Tom Mackin and Tim McCarthy. Also present were City Administrator Bridgette Kabat, Law Director Mathew Beredo, and Planning and Zoning Administrator Brody Walters.

MUNICIPAL UTILITY OVERLAY

Aaron Schoen of Schoen Builders is requesting approval of a Municipal Utility Overlay for a 15 acre parcel adjacent to and south of Sanctuary in the Woods. He would like to develop this property into an R-1 or R-2 residential area with 10-12 houses. The property will be annexed to the City, but the developer is working on some lot splits and combinations of adjacent properties. The Municipal Utility Overlay will allow him to proceed with utility work prior to the annexation. Mr. McCarthy stated that residential is the intended use for this area, and so he has no problem with proceeding. The Committee agreed 3-0 to recommend approval of the Municipal Utility Overlay.

TRAFFIC STUDY REQUIREMENTS IN AND AROUND THE CORRIDOR OVERLAY

The Committee reviewed the current Code requirements regarding when a traffic study is required for a commercial development. Mr. Walters said that according to Section 1255.04, a traffic impact study may be required by the Planning Commission for special approval uses, for any use which is expected to generate over one hundred (100) directional trips in any peak hour or over seven hundred fifty (750) directional trips in an average day, or for projects at locations that currently experience traffic operational problems. Mr. Mackin asked how the number of directional trips is calculated without a traffic study. Mr. Walters explained that there is a Trip Generation Manual that shows the expected number of trips based on the square footage and the use. Mr. Mackin said that there are some properties in and adjacent to the Corridor Overlay District that could have a significant impact on traffic. The Committee agreed 3-0 to ask the Planning Commission to consider whether the Code should require additional traffic studies for properties in and adjacent to the Corridor Overlay.

DISCUSSION REGARDING DEFERRED COMPLIANCE FOR INDUSTRIALLY ZONED PROPERTIES

Mr. Walters stated that according to the Planning and Zoning Code, when a business that has been annexed into the City considers some type of improvement to its facility

and comes in for site plan review, it triggers a requirement that the property be brought into full compliance with the Code. This can hinder property owners from making improvements to their property. The Committee has previously discussed some type of graduated compliance schedule that will still bring the property into compliance, but spreads the improvements out over a five year period, for example. There was discussion regarding the pros and cons of deferred compliance. It was noted that new businesses are required to be in full compliance with the Code from the beginning. There was also discussion about what other options might be available to assist businesses in achieving the end goal which is full compliance with the Code, such as assistance through the City's Revolving Loan Fund. Ms. Kabat said the Administration will discuss this with Glenn Grisdale and will reach out to the business owner who has prompted these discussions.

OTHER BUSINESS

Mr. Walters reported that, at its May meeting, the Historic Landmarks Commission approved demolition of the house at 201 Walnut Street and granted preliminary approval for a new single family dwelling to be constructed. The property is currently zoned OS (Office and Service) and so it will need to be rezoned. Several years ago, the City offered to rezone this property and several others in that area to residential at no cost to the property owners. The former owner of this property did not act on that offer, and so the current owner is requesting rezoning to residential. This will be on the Planning Commission's agenda at its June meeting. Mr. Mackin said that its current use is residential, the Administration thinks residential zoning is appropriate, and he believes the neighbors would be happier with a residential use, and so he sees no problem with such rezoning, and Mr. Kevern agreed.

There being no further business, the meeting adjourned at 5:48 p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Timothy G. McCarthy". The signature is written in a cursive, flowing style.

Tim McCarthy, Chairman
Planning & Zoning Committee

Next meeting: Wednesday, June 18, 2014 at 5:30 p.m.