

CITY OF LEBANON PLANNING COMMISSION MINUTES

DATE: October 17, 2017

TIME: 7:00 p.m.

Members present were Mayor Amy Brewer, Richard Fair, Kevin Glardon, Tom Miller, and Scott Brunka, City Manager. Also present was Meredith Snyder, City Planner.

The meeting was called to order by Mr. Fair.

Mr. Miller recognized the election for vice chairman. Motion was made by Mayor Brewer for Mr. Glardon as vice char. Seconded by Mr. Fair.

Role was called. The mayor recognized the New City Manager Scott Brunka.

Consideration of Minutes

The meeting minutes for the September 15, 2017 Special Meeting were motioned for approval by Mr. Fair and Seconded by Mayor Brewer.

Role was called.

Adoption of the Downtown Lebanon Master Plan

The first item of business is recommendation to City Council regarding Adoption of the Downtown Lebanon Master Plan as an amendment to the 2009 Comprehensive Plan

Mr. Jason Milliard presented an overview of the Recommendation to City Council Regarding the Adoption of the Downtown Lebanon Master plan and explained the next steps in the process.

Mrs. Snyder read the Staff Report.

Motion to open public hearing made by Mayor Brewer and seconded by Mr. Miller.
Motion to close the public hearing made by Mayor Brewer and Seconded by Mr. Miller

Mayor Brewer discussed her role in a committee that worked on the plan and explained that she feels it is an excellent plan that she feels is obtainable and that the center of our community will increase vitality.

Mr. Miller stated that it was a Good plan. He said that he understands that even though it is has a downtown focus that outside influences are incorporated.

Mr. Glardon stated that it was a good plan. He stated that the implementation matrix gives you organization from most important to least important and which department will implement the plan. What kind of authority will each department have and what would be the first goal?

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Mr. Millard stated that the implementation committee is working on the structure. He stated that the City has already initiated some goals such as safety enhancements and pedestrian travel areas.

Motion was made by Mr. Miller to recommend to council and was seconded by Mayor Brewer.

Upon calling the roll, the motion passed unanimously.

Subdivision Plat – Rosemarie Heights Section 7 Final Plan for approximately 14.47 acres located at 315 Miller Road

The next item of business was introduced by Mr. Fair and is a request for a preliminary plan for approximately 14.47 acres located at 315 Miller Road.

Ms. Snyder presented an overview of the Final plat plan and provided the staff report as well as the staff recommendation.

Motion was made to approve the final plat by Mr. Glardon and seconded by Mr. Miller with the following conditions

1. All plan corrections as required by the City Planner shall be provided on revised plans for final staff approval prior to City Council review.
2. The plat shall be recorded within sixty (60) days from the date of approval by Lebanon City Council, as listed in Section 1117.04 (a)(4) of the Subdivision Regulations. Failure to record the plat within the sixty (60) day timeframe will result in the approval expiring. Should the approval expire, the applicant shall be required to submit a new application for approval pursuant to the subdivision regulations.
3. A reproducible Mylar of the recorded plat shall be provided to the City of Lebanon.

Upon calling the roll, the motion passed unanimously

Certificate of Appropriateness 15 West Silver St – Exterior Modification 9 proposed Mural on VFW building).

The next item of business was introduced by Mr. Fair and is an exterior modification for proposed Mural on the VFW building.

Mrs. Snyder presented an overview of the modification and its determination of whether or not it would be considered signage.

Mrs. Snyder states that staff's recommendation find the proposed exterior modification to be consistent with the standards relating to wall signage in the CBD1139.09D and in the absence of clear regulations relating to murals in the section 1140. Recommends approval of Certificate of Appropriateness subject to the following:

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1. Property owner is required to contact the department of planning and development and discuss any future improvements, renovations and/or refurbishments to the structure prior to beginning any work.
2. All required City permits shall be approved prior to beginning work on the structure.
3. Any variation from the approved plans will require additional review and approval by Planning Commission prior to any work being conducted at the site

Mayor Brewer asked what exactly is permit able regarding murals.

Mrs. Snyder discussed the reasoning as to why the mural from the Historical Society was denied. Mrs. Snyder explains that the Historical Society mural was denied due to the size of the mural and what was allowed per the code. The VFW mural would fall under the sign regulations if permitted as a signage.

Meyer Brewer wanted to clarify future regulations on murals if the commission were to approve murals as signage.

Mr. Fair asked if there was any other circumstances as to why the Historical Society was denied. Mr. Fair states that there needs to be clear regulations for mural standards and murals should not use signage regulation.

Mr. Glardon agrees with staff stating that it should fall within signage regulations.

Mayor Brewer discussed the differences between all the signs in the city and how unique they are.

Mr. Glardon motioned to recommend approval of the proposed exterior modification to be consistent with the standards relating to wall signage. Mr. Miller seconded the motion. The motion passed with one against. Roll was called.

Certificate of Appropriateness- 2 North Broadway Street - Exterior Modification (Roof replacement of an existing metal roof at the rear of the building with architectural shingles to match the existing shingles on the side of the roof facing East Mulberry Street).

The next item of business was introduced by Mr. Fair and is an exterior modification (Roof replacement of an existing metal roof at the rear of the building with architectural shingles to match the existing shingles on the side of the roof facing East Mulberry Street).

Ms. Snyder presented an overview of the proposed Exterior Modification (Roof replacement).

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Staff recommends approval of Certificate of Appropriateness subject to the following conditions:

1. Property owner is required to contact the department of planning and development and discuss any future improvements, renovations and/or refurbishments to the structure prior to beginning any work.
2. All required City permits shall be approved prior to beginning work on the structure.
3. Any variation from the approved plans will require additional review and approval by Planning Commission prior to any work being conducted at the site

Mayor Brewer motioned to recommend approval of the proposed exterior modification roof replacement with the staff recommendations. Mr. Glardon seconded the motion. Upon calling the roll, the motion passed unanimously.

Certificate of Appropriateness – 106 North High Street – Exterior Modification (Removal of second story porch addition, addition of French doors, addition of shutters, replacement of windows, removal of siding on gable, and new accessory structure/shed).

The next item of business was introduced by Mr. Fair and is an exterior modification (Removal of second story porch addition, addition of French doors, addition of shutters, replacement of windows, removal of siding on gable, and new accessory structure/shed).

Mrs. Snyder presented an over view on proposed exterior Modification and accessory structure.

Staff recommends approval of Certificate of Appropriateness subject to the following conditions:

1. All required City permits shall be approved prior to beginning work on the structure.
2. Any variation from the approved plans will require additional review and approval by Planning Commission prior to any work being conducted at the site
3. Property owner is required to contact the department of planning and development and discuss any future improvements, renovations and/or refurbishments to the structure prior to beginning any work.
4. Applicant shall have one year to perform the modifications under an approved Certificate of Appropriateness or the Certificate shall expire. The applicant can request an extension of time through the planning commission per section 1132.08.

Mr. Glardon stated that he did not see a difference besides the French doors and that the railing and porch deck would need to meet building code.

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Mr. Miller motioned to recommend approval of the proposed exterior modification with staff recommendations. Mr. Glardon seconded the motion.

Upon calling the roll, the motion passed unanimously.

Other Business

There being no further business, Mayor Brewer motioned to adjourn and Mr. Miller seconded the motion. The motion passed unanimously and the meeting was adjourned.



SECRETARY – PLANNING COMMISSION



CHAIRMAN – PLANNING COMMISSION