

# CITY OF LEBANON PLANNING COMMISSION MINUTES

DATE: April 18, 2017

TIME: 7:00 p.m.

Members present were Richard Fair, Michael Murphy, Tom Miller and Pat Clements, City Manager. Absent were Mayor Amy Brewer and Kevin Glardon. Also present was Jason Millard, Economic Development Director.

## CONSIDERATION OF MINUTES

The first order of business was the consideration of the minutes for the meeting of February 21, 2017.

Without objection the minutes were approved.

## CERTIFICATE OF APPROPRIATE (COA) – 35 East Main Street – Major Modifications

The first item of business is an application for a Certificate of Appropriateness submitted by Keith Alexander for exterior renovations to the commercial building at 35 East Main Street. The renovations include replacement of 15 windows, remove and replace exterior siding with Hardie Board to include covering various boarded-over building openings, install new storefront awning, install new entry door and garage door along the rear of the building, and install exterior gooseneck lighting along storefront.

Mr. Millard presented an overview of the proposed renovations to the buildings and provided the staff report for the Certificate of Appropriateness.

Mr. Miller inquired about the building improvements related to the Ohio Building Code specific to ingress and egress. Staff indicated that Ohio Building Code requirements were not addressed as part of the review related to the Certificate of the Appropriateness. The structural renovations will require a commercial building permit form Warren County, and any building code related issues would be addressed as part of that review. Mr. Alexander indicated they would be coordinating with the Warren County Building Department and Lebanon Fire Marshall subsequent to the approval of the COA. Additional discussion continued regarding potential building code concerns.

Mr. Alexander gave an overview of the building improvements and the new tenant Rose & Remington.

Mr. Fair felt the Main Street and Mechanic Street building elevations were attractive as proposed, but had concerns over the monotony of the rear building elevation and provided suggestions on enhancing the treatment of the façade with outline of windows and maintain the gable end treatment. Mr. Alexander offered options to apply alternative Hardie Board products to “break up” the façade.

Mr. Murphy discussed aspects of the design guidelines provided for in the Historic Preservation Standards specific to window openings, and the intent to maintain the outline of the openings. Mr. Alexander is requesting an exception to allow the window openings to be covered and not maintain the outline of the opening. Additional discussion continued amongst the Commission regarding the interpretation and application of the guidelines.

The Commission members discussed with the applicant options to consider maintaining the fabric of the Main Street facade.

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Mr. Clements provided an overview of the discretionary authority the Planning Commission has in reviewing the requests and applying the guidelines. Additional discussion continued amongst the Commission and staff regarding the intent and application of the guidelines.

Discussion continued between the Commission and the applicant regarding the window openings and certain elements of the façade treatment.

There being no further discussion, a motion was made by Mr. Miller and seconded by Mr. Murphy to table the request for further review at a Special Meeting to be held on April 25, 2017.

Upon calling the roll, the motion passed unanimously.

**CERTIFICATE OF APPROPRIATE (COA) – 110 East Orchard Avenue– Major Modifications**

The next item of business is an application for a Certificate of Appropriateness submitted by Ms. Clara Wharton for exterior renovations to the single-family home at 110 East Orchard Street. The renovations to the front porch include replacing sub floor, floor decking, and stairs.

Mr. Millard presented an overview of the proposed renovations to the buildings and provided the staff report for the Certificate of Appropriateness.

Mr. Murphy confirmed with staff that the current paint scheme of the front porch would be maintained. The Commission commended the efforts of the homeowner.

There being no further discussion, a motion was made by Mr. Miller and seconded by Mr. Murphy to approve the Certificate of Appropriateness for major modifications to allow exterior renovations to the front porch, subject to the following conditions:

1. All required City and County 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 beginning construction.
3. The property owner shall consult with the Department of Planning and Development prior to any future improvements, renovations and/or refurbishment of the structure.

Upon calling the roll, the motion passed unanimously.

**FINAL PLAT – Lebanon Plaza Subdivision (Lot Split)**

The next item of business is a subdivision application for the final plat record plan for Lebanon Plaza Subdivision. The proposed final plat is a replat of Lot 4222-A, which will create two new lots of record.

Mr. Millard presented an overview of the lot split and provided the staff report for the subdivision application.

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Mr. Fair inquired about the fire wall requirements of the Ohio Building Code specific to the common demising. Discussion continued amongst the Commission and staff regarding the OBC requirements and procedural protocol.

There being no further discussion, a motion was made by Mr. Murphy and seconded by Mr. Miller to approve the final plat for Lebanon Plaza Subdivision, subject to the following conditions:

1. All plan corrections as required in the City Planner's memo dated March 27, 2017 shall be provided on revised plans for final staff approval prior to being forwarded onto the City Council for review.
2. Prior to City Council review, a dimensional variance is required from the Board of Zoning Appeals to decrease the minimum required side yard (Ch. 1134.03 B.) from 25 feet to zero (0) feet for Lots 'A' and 'B'.
3. The parking deficiency as identified in the staff report shall be addressed via the options provided, or an acceptable alternative, and provided on revised plans and/or supporting documentation for final staff approval prior to the plat being forwarded onto the City Council for review.
4. The replat 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.
5. A reproducible Mylar of the recorded plat shall be provided to the City of Lebanon.

Upon calling the roll, the motion passed unanimously.

## FINAL PLAT – Lake Commons Subdivision (Lot Consolidation)

The next item of business is a subdivision application for the final plat record plan for Lake Commons Subdivision. The proposed final plat consolidates two separate lots of record at 216 & 220 Columbus Avenue.

Mr. Millard presented an overview of the lot consolidation and provided the staff report for the subdivision application.

Mr. Fair inquired about the use of the buildings and number of buildings on the lot. Staff clarified the use of the structures and the need for the lot consolidation.

There being no further discussion, a motion was made by Mr. Miller and seconded by Mr. Murphy to approve the final plat for Lake Commons Subdivision, subject to the following conditions:

1. All plan corrections as required in the City Planner's memo dated March 27, 2017 shall be provided on revised plans for final staff approval prior to being forwarded onto the City Council for review.
2. The replat 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.
3. A reproducible Mylar of the recorded plat shall be provided to the City of Lebanon.

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Upon calling the roll, the motion passed unanimously.

OTHER BUSINESS

Staff provided an overview of upcoming agenda items for the May 16, 2017 meeting.

There being no further business, the meeting was adjourned.

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SECRETARY – PLANNING COMMISSION

  
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CHAIRMAN PLANNING COMMISSION