

CITY OF LEBANON PLANNING COMMISSION MINUTES

DATE: December 18, 2018

TIME: 7:00 p.m.

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

The meeting was called to order by Mr. Fair. Role was called and all members were present.

Consideration of Minutes

The meeting minutes for the November 20, 2018 meeting were motioned for approval by Mr. Fair and Seconded by Mayor Brewer.

Conditional Use – 411 West Mulberry – Public Hearing

The first item of business was a request for a Conditional Use Review (Ch. 1132.07) to convert an existing two unit residential building into a three unit residential building. The property is zoned R-1U and a Multifamily use is permitted as a conditional use therefor Planning Commission review and approval is required.

Ms. Snyder presented an overview of the requested conditional use and recommends the conditional use permit to alter an existing Two Family Home at 411 West Mulberry Street to a Three Family Home be approved subject to the following conditions:

1. All applicable permits shall be issued by the City of Lebanon prior to the start of construction.
2. Any variation from the approved plans may require additional review and approval by the Planning Commission and/or the Department of Planning and Development prior to making changes to the site.

Mr. Fair requested a motion to open the public hearing. Mayor Brewer motioned to open the public hearing. Mr. Uchtman seconded. The Public Hearing was opened at 7:02 pm.

Mr. Josh Pocock, the applicant, stated that there will be no additional impact to the neighborhood.

Mr. Mel Jenkins, Neighbor, Stated that he is against the upgraded unit due to safety concerns and access issues since the unit is in the basement.

With no one else speaking Mr. Fair closed the public hearing at 7:06pm.

Mr. Miller asked about the minimum size standards for dwelling units in the City.

Ms. Snyder stated that the City does not specify dwelling size in the code. However, there are building and fire codes through the building department that need to be met. She recommended adding a condition that the applicant receive approval/inspection of the unit by the Warren County Building Department for the third unit.

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Mr. Glardon motioned to approve the proposed Conditional Use with staffs recommended conditions and added a condition that the applicant receive approval/inspection of the unit by the Warren County Building Department for the third unit. Mayor Brewer seconded.

Upon calling the roll, the motion passed with four in favor and Mr. Miller opposed. The motion was approved with staffs recommended conditions and the added condition.

Certificate of Appropriateness – Exterior Alteration – 203 East Orchard

The next item of business was a proposed major exterior modification to the existing single-family residential dwelling at 203 East Orchard. The modification is for an 88 sq. ft. Rear Addition.

Ms. Snyder presented an overview of the proposed modification and recommends the COA to allow an exterior modification of an 88 sq. ft. rear addition to the existing single-family residential dwelling at 203 East Orchard Avenue be approved, 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 any work being conducted at the site.
3. The property owner is required to contact the Department of Planning and Development and discuss any future improvements, renovations, and/or refurbishment to the structure prior to beginning any related work.
4. The applicant shall have one year to perform the modification under an approved certificate of appropriateness or the certificate shall expire and be deemed null and void, unless an extension of time is applied for and approved by the Planning Commission. Upon expiration of the certificate of appropriateness the applicant shall then be required to submit a new application per section 1132.08.

Mayor Brewer motioned to approve the proposed exterior modification with staffs recommended conditions. Mr. Miller seconded. Upon calling the roll, the motion passed unanimously. The motion was approved with staffs recommended conditions.

Subdivision Plat – Harts Plaza Section 2 Subdivision Plat

The next item of business was a final plat application for the Harts Plaza Section 2 Subdivision. This plat is required to split the existing parcel into two separate parcels. Ms. Snyder presented an overview of the final plat for the Harts Plaza. The Applicant intends to purchase Lot 4222-B in order to open an entertainment facility at that location. The property currently has frontage along Columbus Avenue and Monroe Road. The plat encompasses 14.2593 acres and creates two lots where there currently is one. Ms. Snyder recommended that the Planning Commission recommend approval to City Council subject to the following conditions:

1. That proof of necessary fire Wall improvements installation be provided to the City.

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2. That all plan corrections as required in the City Planner's letter shall be provided on revised plans for final staff approval prior to City Council review.
3. The final plat shall be recorded within sixty (60) days from the date of approval by the Lebanon City Council, as listed in Section 1117.04 (a)(4) of the Subdivision Regulations.
4. A reproducible Mylar of the recorded plat shall be provided to the City of Lebanon.

Mayor Brewer motioned to approve the proposed plat with staffs recommended conditions. Mr. Miller seconded. Upon calling the roll, the motion passed unanimously with staffs recommended conditions.

Subdivision Plat – West Mulberry Street First Subdivision Plat

The next item of business was a final plat application for the West Mulberry Street first Subdivision Plat. Ms. Snyder presented an overview of the final plat for the West Mulberry Street first Subdivision Plat. This plat is required to consolidate two parcels on site. The combination of the two parcels creates a conforming lot. The Existing homes setback is nonconforming however no changes are proposed through this process. The lot has/will have frontage on West Mulberry Street to the south and Water Street to the east. The plat encompasses 0.3144 acres and creates one lot where there currently are two.

Ms. Snyder recommended that the Planning Commission recommend approval to City Council subject to the following conditions:

1. That all plan corrections as required in the City Planner's letter shall be provided on revised plans for final staff approval prior to City Council review.
2. The final plat shall be recorded within sixty (60) days from the date of approval by the 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.

Mayor Brewer motioned to approve the proposed plat with staffs recommended conditions. Mr. Uchtman seconded. Upon calling the roll, the motion passed unanimously with staffs recommended conditions.

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