

CITY OF LEBANON PLANNING COMMISSION MINUTES

DATE: February 19, 2018

TIME: 7:00 p.m.

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

The meeting was called to order by Mr. Fair.

Role was called and four members were present with Mr. Miller absent.

Consideration of Minutes

The meeting minutes for the January 15, 2019 meeting were motioned for approval by Mr. Glardon and Seconded by Mr. Uchtman. The minutes were approved.

Certificate of Appropriateness – Exterior Alteration – 320 North Mechanic Street

The first item of business was a proposed major modifications to a property located within the Architectural Review Overlay District. The applicant, Scott Norris, is proposing the following changes:

- Windows restored to original size and replaced with vinyl windows
- Doors restored to original size and repair transoms
- Remove gutter in front and back and replace with welded fabricated
- Back side gutters on the addition – replace existing with seamless style
- Repair/replace soffit material with hardy board soffit
- Soffit on back sides wrap in aluminum
- Siding on back replace with hardy board siding
- Left and right porches- restore one door bricked over and windows to original size
- Kitchen window on the back of right side to be partial bricked over to allow for cabinets.

Ms. Snyder presented an overview of the proposed modification and staff recommends the COA to allow the proposed exterior alterations at 320 North Mechanic be approved, subject to the following conditions

1. All required City permits shall be approved prior to beginning work on the new 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 consult with the Department of Planning and Development to discuss any future improvements, renovations, and/or refurbishment of 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.

Mr. Glardon asked if there was anything being done about the roof.

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Ms. Snyder stated not at this time.

Mayor Brewer motioned to approve the proposed exterior modification with staffs recommended conditions. Mr. Uchtman seconded.

Upon calling the roll, the motion passed unanimously. The motion was approved with the recommended conditions.

Certificate of Appropriateness – Accessory Structure – 445 East Mulberry Street

The next item of business is for a proposed new garage with frontage onto Chillicothe Avenue. There is an existing concrete pad on site. The proposed garage would match the character and color of other surrounding garage on Chillicothe. The garage would be on the southern property line of the site. The proposed garage complies with all other zoning and engineering requirements and the applicant has applied for all required permits.

Ms. Snyder presented an overview of the proposed modification and staff recommends the COA to allow a new 528 square foot garage at the rear of the site at 445 East Mulberry be approved, subject to the following conditions:

1. All required City permits shall be approved prior to beginning work on the new 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 consult with the Department of Planning and Development to discuss any future improvements, renovations, and/or refurbishment of 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.

Mr. Glardon motioned to approve the proposed exterior modification with staffs recommended conditions. Mayor Brewer seconded.

Upon calling the roll, the motion passed unanimously. The motion was approved with the recommended conditions.

Subdivision Plat – Prestige Park

The next item of business is for a final plat application for the Prestige Park Subdivision. This plat is required to consolidate three parcels on site. The combination of the three parcels creates a conforming lot. The existing home on site is proposed to be demolished. The subdivision will also dedicate necessary right of way along State Route

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123 which provides the frontage for the new lot. The plat encompasses will create a lot that is 2.226 acres and dedicate 0.903 of right of way.

Ms. Snyder presented an overview of the proposed Subdivision plat and staff finds the final plat for Prestige Park Subdivision Final Plat complies with all applicable subdivision regulations and recommends 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 exterior modification with staffs recommended conditions. Mr. Uchtman seconded.

Upon calling the roll, the motion passed unanimously. The motion was approved with the recommended conditions.

Subdivision Plat – Watsons Crossing IV

The next item of business is for final plat application for the Watson Crossing IV Subdivision. This plat is required to consolidate two parcels on site. The combination of the two parcels creates a conforming lot. The lot will have two pieces of frontage onto Columbus Avenue. The plat encompasses 14.9726 acres.

Ms. Snyder presented an overview of the proposed subdivision plat and staff finds the final plat for Watson Crossing IV Subdivision Final Plat complies with all applicable subdivision regulations and recommends 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 exterior modification with staffs recommended conditions. Mr. Uchtman seconded.

Upon calling the roll, the motion passed unanimously. The motion was approved with the recommended conditions.

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Other Business

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



SECRETARY – PLANNING COMMISSION



CHAIRMAN – PLANNING COMMISSION