

CITY OF LEBANON PLANNING COMMISSION MINUTES

DATE: July 16th, 2019

TIME: 7:00 p.m.

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

The meeting was called to order by Mr. Glardon. Role was called and three members were present.

**Consideration of Minutes**

The meeting minutes for the June 18, 2019 regular meeting were motioned for approval by Mayor Brewer and Seconded by Mr. Uchtman. The minutes were approved.

**CERTIFICATION OF APPROPRIATENESS- 422 East Mulberry-- Shed**

Mr. and Ms. Mckeehan have submitted an application for a Certificate of Appropriateness (COA) to construct a new shed at 422 East Mulberry Street. The proposed shed would match the color of home. The application states "Will add a structure to rear yard and paint to match house." The proposed shed 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 Certificate of Appropriateness and Based on the staff analysis, recommended the COA to allow a new 160 square foot shed at 422 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.

With no one speaking Mayor Brewer motioned to approve the proposed Certificate of Appropriateness with staffs recommended conditions. Mr. Uchtman seconded.

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

**CERTIFICATION OF APPROPRIATENESS- 226 North East Street-- Shed**

Mr. and Ms. Slafka have submitted an application for a Certificate of Appropriateness (COA) to construct a new shed at 226 North East Street. The proposed shed would match the character and color of home. The application states "Plan is to use same shingle "weathered wood" as house, same white trim as house and most likely same

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paint as house.” The shed is proposed to be in the rear yard behind a 4 ft picket fence that was previously approved. The proposed shed 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 Certificate of Appropriateness and Based on the staff analysis, staff recommends the COA to allow a new 160 square foot shed at 266 North East Street 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.

With no one speaking Mayor Brewer motioned to approve the proposed Certificate of Appropriateness with staffs recommended conditions. Mr. Uchtman seconded.

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

### **CERTIFICATION OF APPROPRIATENESS- 122 East Silver Street– Building Addition**

The Lebanon United Methodist Church has submitted an application for a Certificate of Appropriateness (COA) to allow an exterior modification to the existing building at 122 East Silver Street. As stated in the application the proposed modification is an “Addition of north entrance covered sidewalk and porch. To create a more prominent entrance on the parking lot side of the building. Materials will match the existing church, i.e. wood columns, asphalt fiberglass roof shingles, soffits and fascia. Paint colors to match existing.” The proposed work would occur on the north side of the building. The applicant has provided plans that show the proposed addition and a site plan. The plans and the application are attached to this report.

Ms. Snyder presented an overview of the proposed request and stated that the Certificate of Appropriateness request is consistent with the standards required in Chapter 1140. Therefore, staff recommends approval of the Certificate of Appropriateness for the addition to 122 East Silver subject to the following conditions:

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1. 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.
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.
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.

With no one speaking Mayor Brewer motioned to approve the proposed Certificate of Appropriateness with staffs recommended conditions. Mr. Uchtman seconded.

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

**CERTIFICATION OF APPROPRIATENESS- 28 South Broadway– Roof Replacement**

The Lebanon Masonic Lodge has submitted an application for a Certificate of Appropriateness (COA) to allow the replacement of an existing Slate roof at the front side of the building with architectural shingles to match the existing shingles on the rear side of the roof. They are requesting the replacement due to safety concerns from the existing slate tiles deterioration. The property is located within the Architectural Review Overlay (ARO) District and requires the review and approval of the Planning Commission.

Ms. Snyder presented an overview of the proposed Certificate of Appropriateness and stated that the proposed major exterior modification to be consistent with the standards required in Chapter 1140. Therefore, staff recommends approval of the Certificate of Appropriateness for the roof replacement at 28 South Broadway subject to the following conditions:

1. 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.
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.
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

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Commission. Upon expiration of the certificate of appropriateness the applicant shall then be required to submit a new application per section 1132.08.

With no one speaking Mayor Brewer motioned to approve the proposed Certificate of Appropriateness with staffs recommended conditions. Mr. Uchtman seconded.

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

**SITE PLAN- 1001 Belvedere Drive– O'Reilly Auto Parts Exterior Modification**

Mr. Bent, on behalf of the property owner O'Reilly Automotive Stores, Inc. has submitted an application for a minor site plan review of exterior modifications to the commercial property located at 1001 Belvedere Drive. The proposed exterior modifications consist of removing an existing landscape island from the parking lot and relocating the planting elsewhere on site. The removal of the island is being requested so that Delivery trucks are better able to come in and out of the property. The island proposed to be removed and paved is shown on the attached plans. The property is located within the General Commercial (GC) zone, wherein Retail stores are permitted uses.

Ms. Snyder presented an overview of the proposed Certificate of Appropriateness and Based on staff's analysis, the proposed exterior modification as shown on the plans comply with the approval criteria required under Ch. 1136.03.B.4 Therefore, staff recommends approval of the site plan for exterior modifications at 1001 Belvedere Drive be approved, subject to the following conditions:

1. All applicable permits shall be issued by the City of Lebanon and the Warren County Building Department prior to the start of construction.
2. Any variation from the approved plans will require additional review and approval by the Department of Planning and Development and/or Planning Commission prior to any work being conducted at the site.

With no one speaking Mayor Brewer motioned to approve the proposed Certificate of Appropriateness with staffs recommended conditions. Mr. Uchtman seconded.

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

**SUBDIVISION PRELIMINARY PLAN- 28.2256+ acres on Glosser Road (Parcel No. 12053510071)- McBurney Woods Subdivision**

Ms. Snyder informed the board that neither the applicant nor his engineer were able to make the meeting and requested for the item to be tabled until the August 20<sup>th</sup>, 2019 meeting.

Mr. Uchtman motioned to table the item and Mayor Brewer seconded the motion. The motion passed unanimously and the item was tabled until the August 20<sup>th</sup> meeting.

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**Other Business**

There being no further business, Mr. Uchtman motioned to adjourn and Mayor Brewer seconded the motion. The motion passed unanimously and the meeting was adjourned at 7:25 pm.

  
SECRETARY - PLANNING COMMISSION

 8/20/19  
CHAIRMAN - PLANNING COMMISSION