

CITY OF LEBANON PLANNING COMMISSION MINUTES

DATE: August 20, 2019

TIME: 7:00 p.m.

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

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

Consideration of Minutes

The meeting minutes for the July 16, 2019 regular meeting were motioned for approval by Mr. Uchtman and Seconded by Mayor Brewer. The minutes were approved.

CERTIFICATION OF APPROPRIATENESS –507 East Main St –New Single Family

Mr. Walker has submitted an application for a Certificate of Appropriateness (COA) and approval of building setbacks in the Central Business District to allow a new single family home to be constructed on a currently vacant lot at 507 East Main Street. The property is located on East Main and is between two existing residential buildings. The proposed structure would be a one story 912± S.F. building. The building would front on East Main Street with vehicular access coming from the alley to the rear of the property. The applicant is proposing a shingle roof, shake siding, and hardy plank siding. The building is proposed to have a covered porch (144 sq. ft.) and back concrete patio.

Ms. Snyder presented an overview of the proposed Certificate of Appropriateness and Based on the staff analysis, staff recommends the COA and CBD Setbacks to allow the new single family home at 507 East Main 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.

Mr. Miller asked if long term there would be issued with widening roads. The board and Ms. Snyder discussed the setbacks on the current homes in the district.

With no one else 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.

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CERTIFICATION OF APPROPRIATENESS –214 East Warren –Garage Roof Replacement

Ms. Haley has submitted an application for a Certificate of Appropriateness (COA) to allow the replacement of an existing shingle roof on the garage at 214 East Warren to be replaced with a metal roof to match the house on the property. 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 based on the staff analysis, Staff finds 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 Roof Replacement at 214 East Warren 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.

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

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

MAJOR SITE PLAN- 750 Columbus Ave– Blairs Garage Addition and Redevelopment

Mr. Blair has submitted an application for major site plan review approval in accordance with Ch. 1132.06 of the Zoning Code for a building addition and sit redevelopment to the property located at 750 Columbus Avenue. The proposal includes the partial removal of the existing building with an addition (150' by 60') in its place. The other site improvements include pavement and landscaping.

Ms. Snyder presented an overview of the proposed major site plan and based on staffs review it complies with the approval criteria required in accordance with Ch. 1132.06 of the Zoning Code. Therefore, staff recommends the major site plan to construct an addition and site improvements at 750 Columbus Avenue be approved, subject to the following conditions:

1. All plan corrections as required in the City Planner's memo dated August 16,

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2019 shall be provided on revised plans for final staff approval prior to the commercial zoning permit being issued for the project.

2. A copy of the recorded landscape and grading easement be provided to the City prior to the issuance of permits.
3. All applicable permits shall be issued by the City of Lebanon and the Warren County Building Department prior to the start of construction.
4. 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 Major Site Plan 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 –McBurney Woods Subdivision

The applicant, Mr. Robert Kaufman on behalf of GHO Properties LLC, has submitted a subdivision application for a preliminary plan of McBurney Woods. The preliminary plan proposes 4 residential lots (zoned R-1A) with one remainder lot (zoned R-1B and R-1A).

Ms. Snyder presented an overview of the proposed Preliminary Plan and stated that the proposed plan for McBurney Woods Subdivision substantially complies with the subdivision regulations as required in Ch.1117.03 and applicable development standards as required in the Official Zoning Code. Therefore, staff recommends the preliminary plan be approved with the following conditions:

1. The final plat for McBurney Woods shall be submitted to the Planning Commission for review on or before August 20, 2020. Failure to submit the final plat for approval or request an extension by the Planning Commission will cause the preliminary plan to expire and become null and void.
2. In conjunction with the final plat being recorded language will be placed as a deed restriction on the remainder parcel to ensure a public utility easement is provided to the west for a water main extension for any future development.

With no one speaking Mr. Miller motioned to approve the proposed Subdivision Preliminary Plan with staffs recommended conditions. Mr. Uchtman seconded.

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

SUBDIVISION FINAL PLAT –McBurney Hills Subdivision

Ms. Simpkins, has submitted a final plat application for the Replat of lots 3032 & 3033 McBurney Hills Subdivision, Third Addition. This plat is required to exchange a small amount of land from lot 3032 (0.0100 Ac.) to be added to lot 3033. The minimum lot

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area requirements for R-1A is a half-acre and both lots in question are existing nonconforming.

Ms. Snyder presented an overview of the proposed Final Plat and Based on staff's analysis, staff finds the Replat of lots 3032 & 3033 McBurney Hills Subdivision, Third Addition 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.

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.

Other Business –Landscaping Replacement Discussion

Ms. Snyder stated that she was asked about removal and replacement on existing shrubs and replacing with same number, but younger planting stock. The reasoning it would need replaced would be the age/maturity of landscaping.

The board agreed that as long as the landscaping meets the current standards that replacement of landscaping is permitted and can be done administratively.

With no one speaking Mr. Miller motioned to approve the Landscaping Replacement. Major Brewer seconded.

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

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 7:29 pm.



SECRETARY – PLANNING COMMISSION



CHAIRMAN – PLANNING COMMISSION