

CITY OF LEBANON PLANNING COMMISSION MINUTES

DATE: November 17, 2015

TIME: 7:00 p.m.

Members present were Richard Fair, Michael Murphy, Tom Miller, Kevin Glardon, Amy Brewer, Mayor, and Pat Clements, City Manager. Also present was Samuel L. Hill, City Planner and Stephen Kaiser, City Council Member.

CONSIDERATION OF MINUTES

The first order of business was the consideration of the minutes for the meeting of October 20, 2015.

Without objection the minutes were approved.

CERTIFICATE OF APPROPRIATENESS – 27 N. East Street – Exterior Modifications

The next item of business was a Certificate of Appropriateness, submitted by Jane Conn, on behalf of the Abuse and Rape Crisis Shelter of Warren County, for the proposed major modifications to the property located at 27 N. East Street to remove aluminum siding down to wood and replacing with Craneboard siding; removal of non-original shutters; replacement of doors; remove all existing layers of asphalt shingles and replace with Owens Corning Duration Shingles; replace picture windows in the gables; repair soffits; and repair existing box gutters and install new round down spouts. After staff summarized this agenda item, Mayor Brewer thanked Ms. Conn for making improvements to the structure. Mr. Fair asked what is Craneboard. Staff indicated based on the material found online it appears to be an insulated vinyl-type material. Mr. Murphy asked the applicant what is the size of the face dimension of clapboard that has been uncovered. Ms. Conn indicated it was roughly 6-inches. Mr. Murphy indicated the proposed material is 8-inches and wanted to know if the product comes in a narrower face to meet the intent of the code which is to mimic the original shape and size of the siding. Mr. Jeff Gully, contractor, indicated there is a narrower product. Mr. Miller asked if changing to the narrower product would significantly have an effect on the project. The applicant and contractor indicated it would not have any significant effect on the ability to perform the project. Mr. Gully stated he would provide the narrower product as he wants to move forward as soon as possible to avoid trying to install siding in inclement weather. After the discussion a motion was made by Mr. Miller and seconded by Mrs. Brewer, to approve the Certificate of Appropriateness, subject to the following conditions:

1. The Craneboard siding shall be the 6-inch product.
2. The property owner shall consult with the Department of Planning and Development and discuss any future improvements, renovations, and/or refurbishment to the structure prior to beginning any related work.
3. All required City and County permits shall be approved prior to beginning work on the structure.
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.

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Upon calling the roll, the motion was unanimously approved.

CERTIFICATE OF APPROPRIATENESS – 33 W. Mulberry Street – Replacement Windows

The next item of business was a Certificate of Appropriateness, submitted by Mr. Bill Clary, for the proposed major modifications to replace 2 lower level windows at 33 W. Mulberry Street. After staff summarized this agenda item, Mr. Murphy indicated the proposed picture frame windows does not match the remaining windows on the building and does not meet the intent of the code which is to replicated or maintain the same style and design of the existing window. Mr. Miller asked if there was an economic hardship preventing the applicant from installing 1-over-1 windows. Mr. Clary indicated there would be no issues with installing 1-over-1 windows. After the discussion a motion was made by Mr. Miller and seconded by Mrs. Glardon, to approve the Certificate of Appropriateness based upon the following:

1. The 2 replacement windows shall be 1-over-1 to match the remaining windows on the structure.
2. The owner shall consult with the Department of Planning and development prior to any future improvements, renovations and/or refurbishment of the structure.
3. All required City permits shall be approved prior to beginning work on the structure.
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.

Upon calling the roll, the motion was approved unanimously.

CERTIFICATE OF APPROPRIATENESS – 214 E. Warren Street – Exterior Modifications

The next item of business was a Certificate of Appropriateness, submitted by Ms. Marilyn Haley for the proposed major modifications to the property located at 214 E. Warren Street, to replace the existing metal roof with 3-tab dimensional shingle, replace the existing horizontal clapboard with vinyl siding system and install new aluminum gutters. After staff summarized this agenda item, Mr. Miller indicated he was the previous owner and has sold it to Marilyn Hailey because she plans to reside in the property in a few years. Mr. Miller feels she would do a good job of refurbishing the property and indicated he is recusing himself from this case. Mayor Brewer indicated this is an exciting project and thinks Ms. Hailey will do a wonderful job on the project. Mr. Murphy asked if the intent was to repaint the brick and siding white. Staff replied yes. Mr. Murphy asked if the roof would be black. Staff stated the information was not provided; however, the project was based on the previous approval plans as submitted by Mr. Miller which was to be a black roof. Mr. Fair asked if Ms. Hailey was aware of the structural integrity. Staff indicated that information was public knowledge and a building permit shall be obtained from

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Warren County which will require professional drawings showing how the structural integrity would be repaired to meet the building code. After the discussion a motion was made by Mrs. Brewer and seconded by Mr. Glardon, to approve the Certificate of Appropriateness for 214 E. Warren Street, subject to the following conditions:

1. The standing seam metal roof shall be black or dark.
2. A variance shall be obtained from the Board of Zoning Appeals (BZA) to continue use of the legal nonconforming structure.
3. Once a variance has been granted, all required City and County permits shall be approved prior to beginning work on the structure.
4. Any variation from the approved plans will require additional review and approval by Planning Commission prior to beginning construction.
5. 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 was approved unanimously.

CERTIFICATE OF APPROPRIATENESS – 11 S. High Street – Replacement Roof

The next item of business was a Certificate of Appropriateness, submitted by Mrs. Holly Hall, on behalf of David Hall and Robert Hall Jr., for the proposed major modifications to the property located at 11 S. High Street, to replace the existing slate roof with asphalt shingles. After staff summarized this agenda item, Mr. Murphy asked what is on the hips of the roof. Mrs. Hall indicated it is a metal beam. Mr. Murphy indicated if the intent is to replace the metal beam and make it the same or similar color he would be fine with the proposed modification. In addition, Mr. Murphy asked if the applicant could find some shingles to mimic the color variation in the existing slate roof. Mr. and Mrs. Hall both indicated the colors will not be exact but will match as close as possible. Mr. Murphy indicated his comments have been satisfied. Mr. Miller indicated it is important to check and repair the box gutters as this is probably the cause of the water damage from improper installation. Ms. Hall indicated they would be repairing the gutters to match the existing as they have had water seeping through. After the discussion, a motion was made by Mr. Brewer and seconded by Mr. Miller, to approve the Certificate of Appropriateness for 11 S. High Street, 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 installation and/or construction.

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3. 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.

Upon calling the roll, the motion was approved unanimously.

CERTIFICATE OF APPROPRIATENESS – 105 N. Broadway – Site Plan

The next item of business was a Certificate of Appropriateness, submitted by Mr. Bill Chester on behalf of Bunnell Hill Development, for the proposed major site plan to construct a new 48,525 S.F. office facility at 105 N. Broadway. After staff summarized this agenda item, Mr. Miller asked if the fire truck turning radius issue has been satisfied or if the fire department has reviewed the plan. Staff indicated the applicant has provided revised drawings earlier in the day that are under review; however, it appears many of the staff comments have been addressed. Mayor Brewer thanked the entire group from LCNB and Bunnell Hill for an extraordinary project. Mr. Murphy asked if a person with a disability or a mother with a stroller could gain access to the plaza adjacent to the new facility. Mr. David Wright, the Kleingers Group, indicated they did explore making the space more ADA accessible and provided access from Silver Street to the plaza area. Tom Arends, BDHP Architecture, described the building materials, provided samples and color schemes for the board. After the discussion, a motion was made by Mrs. Brewer and seconded by Mr. Miller, to approve the Certificate of Appropriateness, for construction of the new LCNB office facility, based upon the following conditions:

1. All plan corrections as required in the City Planner's letter dated November 6, 2015 shall be provided on revised plans for final staff approval prior to any zoning, comprehensive and/or building permits being issued for the project.
2. The owner shall consult with the Department of Planning and Development prior to any future improvements, renovations and/or refurbishment of the structure.
3. Alternative Landscape plan be approved and the applicant pay \$31,600.00 into the City's tree fund for the required number of trees not being planted (158).
4. Lots shall be consolidated to create one contiguous parcel of land.
5. 0.073 acre lot shall be rezoned to CBD to prevent split-zoning on consolidated lot.
6. Variance shall be obtained from BZA for parking lot encroaching within 10 feet of any lot lines.
7. All required City and County permits shall be issued prior to beginning any construction activity at the site.

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8. 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.

Upon calling the roll, the motion was approved unanimously.

SUBDIVISION – LCNB Subdivision Plat

The next item of business was a subdivision plat submitted by Mr. Bill Chester on behalf of Bunnell Hill Development to consolidate eleven separate lots of record creating a 2.391 acre lot at 105 N. Broadway. After staff summarized this agenda item, a motion was made by Mrs. Brewer and seconded by Mr. Miller to recommend approval to the City Council for the subdivision plat at 105 N. Broadway, subject to the following conditions:

1. All plan corrections as required in the City Planner's memo dated November 6, 2015 shall be provided on revised plans for final staff approval prior to being forwarded onto the City Council for review.
2. The consolidation is contingent upon the public right-of-way on N. Sycamore Street being vacated.
3. 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.
4. A reproducible Mylar of the recorded plat shall be provided to the City of Lebanon.

Upon calling the roll, the motion was approved unanimously.

SUBDIVISION – Countryside YMCA Subdivision Plat

The next item of business was a subdivision plat submitted by Mr. William J. Ellison on behalf of the Countryside YMCA to consolidate two separate lots of record creating a 120.257 acre lot at 1699 Deerfield Road. After staff summarized this agenda item a motion was made by Mrs. Brewer and seconded by Mr. Murphy to recommend approval to the City Council for the subdivision plat at 1699 Deerfield Road, subject to the following conditions:

1. All plan corrections as required in the City Planner's memo dated November 3, 2015 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.

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3. A reproducible Mylar of the recorded plat shall be provided to the City of Lebanon.

Upon calling the roll, the motion was approved unanimously.

SUBDIVISION – South Park, Section 2 Subdivision Plat

The next item of business was a subdivision plat submitted by Mr. Stephen Hudgins to consolidate two separate lots of record creating a 0.2164 acre lot at 436 Ward Street. After staff summarized this agenda item, a motion was made by Mr. Miller and seconded by Mrs. Brewer to recommend approval to the City Council for the subdivision plat at 436 Ward Street, subject to the following conditions:

1. All plan corrections as required in the City Planner's memo dated November 11, 2015 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.

Upon calling the roll, the motion was approved unanimously.

SUBDIVISION – Watson Crossing Section 5 Subdivision Plat

The next item of business was a subdivision plat submitted by Jillora Summers on behalf of the Sisters, Ltd to replat a 1.9082 acre lot at 1360 Columbus Avenue. After staff summarized this agenda item a motion was made by Mrs. Brewer and seconded by Mr. Glardon to recommend approval to the City Council for the subdivision plat at 1360 Columbus Avenue, subject to the following conditions:

1. All plan corrections as required in the City Planner's memo dated November 11, 2015 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 was approved unanimously.

ZONING MAP AMENDMENT – LCNB – Zoning Map Amendment from R-1U to CBD Zoning

The next item of business was an application, submitted by Bill Chester on behalf of Bunnell Hill Development for a zoning map amendment for the following two properties:

1. Bunnell Hill Property – 0.073 acre parcel at the southwest corner of W. Warren Street and N. Sycamore Street.
2. City Property – 0.15 acre parcel at the northwest corner of W. Silver Street and N. Sycamore Street.

Both properties are being rezoned from R-1U, (residential) to CBD (commercial) Zoning. After staff summarized this agenda item, a motion was made by Mrs. Brewer and seconded by Mr. Miller, to recommend that City Council accept the zoning map amendment to rezone the two parcels, subject to the following conditions:

1. The City's lot shall be consolidated with the fire station property at 20 W. Silver.
2. Bunnell Hill's lot shall be consolidated with the remaining acreage dedicated for the proposed redevelopment of the LCNB offices building at 105 N. Broadway.

Upon calling the roll, the motion was approved unanimously.

OTHER BUSINESS

1. Staff noted the following item will be on the December 15th agenda:

1. Station 41 subdivision plat

Mrs. Brewer asked about the status of Aamco Building as she saw it was for sale and had sold recently. Staff indicated it was purchased by Urbancrest Baptist Church to relocate its resource center from the former bowling alley property. Mrs. Brewer also asked about the status of 576 Columbus Avenue and 402 N. Broadway. Staff indicated both projects are moving forward.

There being no further business, the meeting was adjourned.



SECRETARY – PLANNING COMMISSION



CHAIRMAN – PLANNING COMMISSION