

CITY OF LEBANON PLANNING COMMISSION MINUTES

DATE: March 15, 2016

TIME: 7:00 p.m.

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

CONSIDERATION OF MINUTES

The first order of business was the consideration of the minutes for the meeting of January 19, 2016.

Without objection the minutes were approved.

CERTIFICATE OF APPROPRIATE (COA) – 15 E. Main Street – Exterior Modifications

The next item of business was an application submitted by Kristen Ponchot, on behalf of Keith Alexander, to replace six (6) existing 1-over-1 windows with 6-over-6 windows; remove two (2) windows on the west wall elevation; and removal of the existing 14-inch Masonite compressed board siding with 4-inch traditional clap board (made with 100% virgin vinyl) on the east, south and west wall elevations. After staff summarized this agenda item, Mr. Murphy indicated he was fine with the replacement of the windows with 6-over-6 windows. Mr. Murphy asked the applicant which portion of the retail shop were the proposed windows to be removed adjacent to. Mrs. Ponchot indicated the windows are in the same location as the fitting rooms. Mr. Murphy stated he did not have a problem with removing the windows as they are in a location that is less visible from the public right-of-way. However, Mr. Murphy added there have been other recent submittals requesting to allow vinyl siding which have not been approved and will not be approved on this request as this is inappropriate/inconsistent with the historic preservation standards. Mr. Murphy asked the applicant about hardiplank. Ms. Ponchot indicated she would prefer not to use hardiplank due to the cost and there has been a substantial amount of money invested into the building already. The board acknowledged the improvements but indicated the standards don't support allowing vinyl siding. Ms. Ponchot then asked if it would be okay to use cedar siding that matched the Main Street elevation. Mr. Murphy indicated he would not have a problem with that request. Mr. Fair asked for feedback from the other board members. Mr. Glardon and Mr. Miller indicated they would be in favor of allowing cedar that matched the Main Street elevation. After the discussion, a motion was made by Mr. Murphy and seconded by Mr. Miller to approve the COA application at 15 E. Main Street, subject to the following conditions:

1. Allow the existing siding to be replaced with cedar siding with an exposure and finish that matches the Main Street elevation.
2. 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.
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 Planning Commission prior to any work being conducted at the site.

Upon calling the roll, the motion was unanimously approved.

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CERTIFICATE OF APPROPRIATE (COA) – 201 S. Broadway – Exterior Modifications

The next item of business was an application submitted by Keith Alexander, to replace the storefront windows and doors along South Broadway and South Street. After staff summarized this agenda item, Mr. Miller and Mr. Murphy indicated the building use to be open as it was the site of a former car dealership. Mr. Fair asked the applicant why he wanted to reduce the window sizes. Mr. Alexander indicated the existing windows were originally installed when the building was utilized as a car dealership so the larger windows are energy inefficient and he wants to provide an accurate depiction of the historic look and feel of the building similar to the South Street side. Mr. Murphy stated he did not have a problem with the applicant picking up the sill line on the 1950 addition to match the original 1920 windows along South Street; however, if the applicant is proposing to modify or reduce the window sizes of the original 1920 design, it would be a problem. In addition, he recommended the architect take a look at the situation because the proportion of the windows is important on this highly visible commercial building. Mr. Alexander agreed with the board and indicated there was no intent to reduce the original window size and would bring forth an application in the future to replace the existing (non-grid) windows along South Street. Mr. Alexander also indicated the intent is to paint the building white in the future. Mr. Murphy indicated the contrast of the yellow building and the white trim around the windows is working in favor of the building; however, changing the building color to white would change the overall read of the building. Mr. Fair asked the board members if there were any additional comments. No further discussion occurred by the board so a motion was made by Mr. Miller and seconded by Mr. Glardon to approve the COA application at 201 S. Broadway 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 and County 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.

Upon calling the roll, the motion was unanimously approved.

CERTIFICATE OF APPROPRIATE (COA) – 8 S. Mechanic Street – Exterior Modifications

The next item of business was an application submitted by Sonya Staffan, on behalf of First National Bank, to repaint the existing brick building, window and door trim and box gutter. After staff summarized this agenda item, Ms. Staffan indicated she wanted to the paint the brown door on the wall adjacent to the entrance to her business. The door is fixed and is not used for ingress/egress; however, it is associated with the hair salon. Murphy indicated he was fine with painting the door white to match the proposed wall color. After the discussion, a motion was made by Mr. Miller and seconded by Mr. Murphy to approve the COA application at 8 S. Mechanic Street, subject to the following conditions:

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1. The brown door to the hair salon adjacent to 8 S. Mechanic Street shall be painted white to match the remainder of the front wall elevation occupied by the Jam and Jelly Lady.
2. 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.
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 Planning Commission prior to any work being conducted at the site.

Upon calling the roll, the motion was unanimously approved.

SITE PLAN – 23 Oakwood Avenue – Requested Waiver of Architectural Requirements

The next item of business was an application submitted by Allison McKenzie, on behalf of Lebanon Local Schools, to construct a 1,666 sq. ft. addition facing a public street without windows. After staff summarized this agenda item, Ms. McKenzie addressed the board and clarified the area where the addition was going is currently the auditorium which is being converted to a cafetorium so it is consistent with the rest of the district. Ms. McKenzie also apologized to staff for providing a modified request at the meeting which staff has not reviewed. The modification as depicted mimicked a closed-off window, similar to what is permitted within historic districts when windows are removed from buildings. The rationale behind the request is the applicant believes it will be difficult to replicate the double hung window with the faux window and the water intrusion issues the detailing could present being located in the same area as the walk in cooler. other issues intrusion to the cooler area. Ms. McKenzie distributed the drawings to staff and the board. Mr. Murphy asked if the applicant was proposing to use a different color brick in the same plane and Ms. McKenzie indicated yes with a slight recess (1/2 inch to an inch) to add some contrast. Mr. Murphy added he thought adding another brick color was unnecessary and may not look as nice. Mr. Miller agreed the different color brick would look odd. Mr. Murphy indicated he would like to see the detailing with the stone sill; put the cast stone sill in, set the brick back ½ inch or an inch. Mr. Fair asked what staff thought about the modified request. Staff replied they are supportive of approval of this modification as presented. Following the discussion, a motion was made by Mr. Murphy and seconded by Mr. Gardon to approve the COA application at 23 Oakwood Avenue, subject to the following conditions:

1. Replicate the five (5) existing windows, same shape and size, in an infilled brick opening using the same brick color as the addition, cast stone sill and a roll out header at the opening.
2. 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.
3. All required City and County permits shall be approved prior to beginning work on the structure.

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4. Any variation from the approved plans will require additional review and approval by Planning Commission prior to any work being conducted at the site.

The roll call was as follows: Mr. Fair, No; Mr. Murphy, Yes; Mr. Miller, Yes; Mr. Glardon, Yes.

SITE PLAN SP-16-01-01; 1001 Columbus Avenue – Parking Expansion

The next item of business was an application submitted by Dr, Richard Coleman to expand the off-street parking lot by 12 spaces. After staff summarized this agenda item, Mr. Miller asked if the landscaping posed a line-of-sight issue since the property is not a standard T intersection. Staff replied they were not aware of any line-of-sight concerns as the City Engineer had reviewed the plans and did not provide any the comments/concerns regarding the line-of-sight. Mr. Murphy asked if the trees outside of the property are existing street trees. Staff concurred the trees were in fact existing. Mr. Miller indicated he felt the overall plan was fine; however, he wanted to ensure the City Engineer took a second look to ensure there are no line-of-sight issues. Staff replied they would have the City Engineer review again for safety measures. Following the discussion, a motion was made by Mr. Miller and seconded by Mr. Murphy to approve the site plan application at 1001 Columbus Avenue, subject to the following conditions:

1. All plan corrections as required in the City Planner's memo dated February 26, 2016 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. All required City and County 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.

Upon calling the roll, the motion was unanimously approved.

ZONING AMENDMENTS – 2016 Zoning Code Update

The next item of business was proposed text amendments, initiated by City staff, to the following chapters of the zoning code listed below, in order to meet current conditions, modern design and land use practices, concepts and ideas.

Chapter 1130 General Provisions
Chapter 1132 Development Review Procedures
Chapter 1133 Zoning Districts and Use Regulations
Chapter 1134 Site Development Standards
Chapter 1135 General Development Standards
Chapter 1136 Architectural Design Standards
Chapter 1137 Parking, Loading, and Access Control

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Chapter 1138 Landscape and Buffering

Chapter 1139 Signs

Chapter 1142 Rules of Construction, Interpretation, and Definitions

After staff summarized this agenda item, the board had a discussion with staff regarding the proposed minimum site plan threshold chart. Staff recommended the board consider removing the 10,000 sq. ft. maximum expansion threshold that would classify any expansion over 10,000 sq. ft. a major siteplan. The board agreed. Staff also discussed the current requirements of the 20% threshold for any expansion as it related to parking expansions. Mr. Fair wanted to hear how Mr. Clements felt about the process. Mr. Clements indicated the majority of the code updates were generated based on feedback that was received from the City's commercial and industrial users. He continued to state from time to time the code will go through updates to remain consistent with common practices to be relevant with the fluid conditions in the field. Mr. Clements added staff tries to continue to streamline the process yet keep the board in mind. If the board is generally comfortable with the language as presented, recommend approval to the City Council for implementation so it can be put to use. If it doesn't appear to be working staff could further amend the code. Mr. Murphy indicated he thinks the thresholds are reasonable then asked how many 50,000 sq. ft. buildings are in town. Staff indicated there are roughly three that come to mind from a commercial standpoint; Big Bear, Kroger Plaza, and the YMCA. The other larger footprints are within the industrial districts and would likely be subject to minor site plan review due to receiving local incentives.

Following the threshold discussion staff moved onto a discussion regarding the revised landscape reduction. Staff indicated the analysis showed shrubs were the primarily modification request. As such the commercial districts were reduced by 20%; however, the average industrial reduction in shrubs was 50%. Also, staff indicated they wanted to make the board aware of some concerns raised by business owners and landscape architects that frequently conduct business within the City. Some concerns have been raised about the double stacked row of perimeter screening and the maximum separation of 3 ft. Dr. Richard Coleman, owner of Four Paws, was in the audience and raised his hand. Mr. Fair indicated there was a hand raised and the Planning Commission allowed Dr. Coleman to address the board. Dr. Coleman indicated from a practicality standpoint, he doesn't have any place to store snow when removing from the parking area. Due to the perimeter screening requirements he has to replace multiple plantings each year after heavy snow. This is very burdensome and a financial concern moving forward. He would like for the board to consider reducing the perimeter planting requirements and/or allow ruffraff in certain areas to allow removal of snow. The board acknowledged this is a valid concern that should be considered. After the board discussion, staff continued with the staff recommendation for the proposed text amendments. Matt Obringer, representative with Main Street Lebanon (MSL) interrupted the board's motion to discuss a kiosk design. Mr. Fair asked what was the reason for addressing the board when there was no public hearing and MSL was not listed on the agenda. Mr. Obringer indicated he felt this was the opportunity to discuss the proposal since there is a provision proposed to increase the sign height from 5 to 6 feet in overall height; however, the proposed kiosk sign height was ten foot. Mr. Fair asked if Mr. Obringer has met with staff. Staff indicated this was not the appropriate time to discuss this concept as it has not really been reviewed or vetted by staff. Mr. Obringer then indicated it would be used as a government sign and that the board should consider providing language that would exempt the sign from the requirements. Mr. Kerry Clary with Clary signs also made the comment that government signs are exempt from zoning regulations. Mr. Fair indicated he does not

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agree as he works for the government and the signage is held to the same standards as listing in the zoning code. Mr. Clary went on to indicate that he has produced signage for the Air Force and their signage is exempt from local zoning regulations. Staff reiterated this was inappropriate to discuss this matter as it should be discussed in a work session versus been injected at the meeting for staff and the board to implement something that hasn't gone through the proper review. Mr. Obringer agreed with staff and indicated MSL would meet with staff to discuss the concept in further detail. Staff proceeded with the stating the staff recommendation. After the discussion a motion was made by Mr. Murphy and seconded by Mr. Miller, to provide a favorable recommendation to the City Council on the text amendments subject to the following:

1. The 10,000 S.F. maximum expansion provision be removed from the minor expansion thresholds table (1132-2).
2. Perimeter Landscape standards be modified to require a continuous hedge row instead of a staggered hedge row of evergreen shrubs.

Upon calling the roll, the motion was approved unanimously.

OTHER BUSINESS

Staff noted there were no cases for the April 19, 2016 meeting; therefore, the meeting was cancelled due to a lack of agenda items.

There being no further business, the meeting was adjourned.

SECRETARY – PLANNING COMMISSION

CHAIRMAN – PLANNING COMMISSION