

CITY OF LEBANON SPECIAL PLANNING COMMISSION MINUTES

DATE: June 30, 2015

TIME: 7:00 p.m.

Members present were Richard Fair, Michael Murphy, Kevin Glardon, Tom Miller, Amy Brewer, Mayor, and Pat Clements, City Manager. Also present were Samuel L. Hill, City Planner and Theresa A. Scott, Administrative Assistant-Planning.

Staff thanked the Planning Commission member, on behalf of staff and the applicants, for being so accommodating in having a meeting this month.

CONSIDERATION OF MINUTES

The first order of business was the consideration of the minutes for the meeting of May 19, 2015.

Without objection the minutes were approved.

CERTIFICATE OF APPROPRIATENESS – 460 E. Mulberry Street – Exterior Modifications

The next item of business was a Certificate of Appropriateness, submitted by Jack & Joyce Horner, for the property at 460 E. Mulberry Street, to allow the replacement of all windows on the structure (including repair or fabricating new trim) and to remove a window not original on the west side wall elevation. After staff summarized this agenda item, the members and Mr. Horner discussed the property. After discussion, a motion was made by Mr. Murphy and seconded by Mr. Glardon, to table the Certificate of Appropriateness for the major exterior modifications to the property located at 460 E. Mulberry Street, until the July 27, 2015 meeting of Planning Commission, to allow the property owner to provide the exact scope of the work to be performed at the site.

Upon calling the roll, the motion was approved unanimously.

CERTIFICATE OF APPROPRIATENESS – 132 E. Mulberry Street – Exterior Modifications

The next item of business was a Certificate of Appropriateness, submitted by J. William & Jane Duning, for the property at 132 E. Mulberry Street, to allow the installation of an external fireplace on the 3rd floor balcony. After staff summarized this agenda item, there was discussion, followed by a motion made by Mr. Miller and seconded by Mr. Glardon, to approve the Certificate of Appropriateness to install an external fireplace on the 3rd floor balcony at 132 E. Mulberry 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 approved unanimously.

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SP-15-05-01; Jimmy Jack's – 576 Columbus Avenue

The next item of business was an application, submitted by Jimmie Shields, on behalf of Jimmy Jack's, for a site plan for proposed exterior modification to the property located at 576 Columbus Avenue. After staff summarized this agenda item, there was discussion, followed by a motion made by Mrs. Brewer and seconded by Mr. Murphy, to approve the site plan for the proposed exterior modifications to the commercial structure and the site improvements at 576 Columbus Avenue, subject to the following conditions:

- (1) That a material description be added to the site plan.
- (2) All plan corrections as required in the City Planner's memo dated May 29, 2015 shall be provided on revised plans for final staff approval prior to zoning and building permits being issued for the project.
- (3) All required City and County permits shall be issued prior to beginning installation and/or 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.

Upon calling the roll, the motion was approved unanimously.

Shield's Subdivision – Lot Consolidation

The next item of business was an application, submitted by Jimmie Shields, for a final plat to consolidate two separate lots into a single lot of record for the proposed Jimmy Jack's restaurant, located at 576 Columbus Avenue. After staff summarized this agenda item, a motion was made by Mrs. Brewer and seconded by Mr. Glardon, to recommend that City Council accept the Shield's Subdivision plat, subject to the following conditions:

1. All plan corrections as required in the City Planner's memo dated June 19, 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.

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Lebanon United Methodist Church Subdivision, Section 2 – Lot Consolidation

The next item of business was an application, submitted by the Lebanon United Methodist Church, to consolidate a vacant lot (125 N. Cherry Street) with the existing church property at 24 E. Silver Street. After staff summarized this agenda item, a motion was made by Mrs. Brewer and seconded by Mr. Miller, to recommend City Council accept the Lebanon United Methodist Church Subdivision, Section 2, subject to the following conditions:

1. All plan corrections as required in the City Planner's memo dated June 24, 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.

Lebanon United Methodist Church Subdivision, Section 3 – Lot Consolidation

The next item of business was an application, submitted by the Lebanon United Methodist Church, to consolidate two separate lots at 200 E. Silver Street and the parking lot at 110 N. Cherry Street. After staff summarized this agenda item, a motion was made by Mrs. Brewer and seconded by Mr. Glardon, to recommend City Council accept the Lebanon United Methodist Church Subdivision, Section 3, subject to the following conditions:

1. All plan corrections as required in the City Planner's memo dated June 24, 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 unanimously approved.

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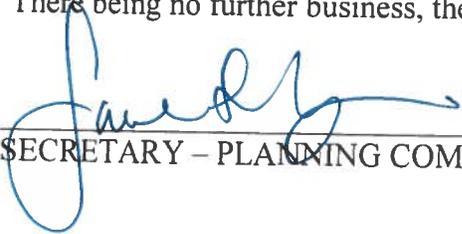
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OTHER BUSINESS

- (1) At this time there was an informal discussion regarding the property at 3 S. Broadway that was damaged by a vehicle recently. The property owner, William Kaufman, noted that they are still accessing the damages and plan on replacing the store front windows, checking for wood rot and plan on replacing everything as closely as possible to what's currently there.
- (2) Staff noted there are three (3) applications submitted for next month: 402 N. Broadway façade (Mio's), 100 Stubbs Mill Road (e-check building) zoning map amendment and subdivision. Staff noted that he would be on vacation the week of July 21st and asked if the meeting date could be changed. After discussion all members were in favor of Monday July 27th.

There being no further business, the meeting was adjourned.



SECRETARY - PLANNING COMMISSION



CHAIRMAN - PLANNING COMMISSION