

**Planning & Zoning Commission
Pre-Meeting Minutes
May 1, 2000**

Present:

Loretta Ellerbe, Chairman
Jim McGee, 1st Vice Chair
Bill Neukranz, 2nd Vice Chair
Gerald Brooks
Michael Davidoff
Lee Dunlap
Laura Williamson

Absent:

Cindy Bauge

Staff:

Phyllis M. Jarrell, Director of Planning
Tom Elgin, Development Review Manager
Jeff Zimmerman, Planning & Information Manager
Russ Mower, Chief Building Official
Susan Thompson, Code Compliance Specialist
Jon Featherston, Planner
Amanda Askew, Planner
John Gilliam, First Assistant City Attorney
Kent McIlyar, Assistant City Attorney
Carrie Lee, Planning Technician

The Planning & Zoning Commission pre-meeting was called to order by Chairman Ellerbe at 5:30 p.m., Monday, May 1, 2000.

Agenda review - 05/01/00

Agenda No. 4g & 4h - Preliminary Site Plan, Preliminary Plat & Revised Conveyance Plat: Custer/190 Addition, Block A, Lots 1A & 1B - Commissioner McGee noted that the provided parking had 50% more spaces than the required number of spaces. Commissioner McGee inquired about the 40-foot water line easement under the proposed building. Jon Featherston, Planner, noted that the

easement and water line connected to the adjacent elevated water storage facility, and that the applicant was working with the city to relocate the water line.

Agenda No. 4j - Revised Site Plan: Southwest 121/Ohio Addition, Block 1, Lots 1 & 4 - Several commissioners had questions about open storage in conjunction with the proposed retail uses. Phyllis M. Jarrell, Director of Planning, stated that the open storage regulations require that storage be attached to the main retail building, and that open storage must be screened by a six-foot solid wall.

Agenda No. 12 - Zoning Case 2000-28 - Several commissioners had questions about the proposed changes to the Research/Technology Center (RT) district, including number of dock doors and landscape area requirements, and the outcome of the prior meeting with adjacent homeowners concerning the proposed changes. Jeff Zimmerman, Planning & Information Manager, stated that the purpose of the proposed changes were to address concerns that have arisen from city council, property owners and proposed tenants. Mr. Zimmerman said the revised definitions are intended to clarify the types of permissible uses. Mr. Zimmerman further stated that the proposed increase in the number of dock doors reflects the needs of start-up technology businesses. The proposed reduction in the required landscape area was to bring the RT district more in line with other zoning districts. Mr. Zimmerman noted that a meeting was held for adjacent homeowners, and was attended by a property owner and homeowner.

Mr. Zimmerman stated that he later found out that the doors to the Municipal Center were locked, so he mailed letters offering personal meetings with homeowners association representatives to explain the proposed changes. Several commissioners stated concerns that the timing for the proposed changes is too soon.

Agenda No. 13 - Sign Ordinance - John Gilliam, First Assistant City Attorney, and Kent McIllyar, Assistant City Attorney, recommended changes to the enforcement and remedies section of the proposed sign ordinance amendments. Commissioner McGee asked about the use of existing signs that would become nonconforming under the proposed ordinance. Russ Mower, Chief Building Official, stated that a sign could be re-faced, but could not be expanded or relocated. Commissioner McGee expressed concerns that the proposed changes are too strict for multi-tenant buildings.

Agenda No. 15 - Zoning Case 2000-29 - Commissioner Neukranz asked about notification of surrounding property owners. Tom Elgin, Development Review Manager, stated that property owners within 200 feet of the Specific Use Permit (SUP) were notified, and that homeowners associations (HOAs) within 1,500 feet were notified. Mr. Elgin further stated that the HOA representative of the neighborhood adjacent to the request was also the owner of the property for which the SUP was requested.

Agenda No. 19 - Phase II Land Study: WRCE Development - Several commissioners had questions about the request for an overlength cul-de-sac, access to Willow Bend Drive and Shantara Lane, park access and the ongoing roadway improvements for Willow Bend Drive. Ms. Jarrell and Mr. Elgin noted that a Comprehensive Land Study had been adopted as part of the land study

and platting approvals for White Rock Creek Estates. The study indicated a future connection between Shantara Lane and Willow Bend Drive. Staff was recommending approval of the overlength cul-de-sac because of the limited number of lots, the elimination of through-traffic to Shantara Lane, and the reduction in conflicting turning movements with school traffic as a result of not connecting to Willow Bend Drive.

Agenda Review - 05/15/00

Mr. Elgin noted that the May 15, 2000 agenda tentatively includes the following agenda items: consideration of the Village Creek neighborhood plan, consideration of amendments to the Legacy Town Center Planned Development to add signage standards, SUP request for a private school, SUP request for a veterinary clinic, and review of an SUP for Truck Leasing.

Discussion of Public Storage/Mini-warehouse Uses in Retail District

Mr. Elgin stated that staff and the commission had seen a number of requests for public storage/mini-warehouse uses within Retail districts, and asked the commission if it was appropriate to revisit this issue. Ms. Jarrell noted that this issue had been reviewed approximately two years ago, and at that time there was not a consensus to allow these uses in the Retail district. The commission briefly discussed the issue, recommended that staff review the use definition to distinguish between indoor and outdoor-loaded storage, and bring it forward for future discussion.

Future Discussion Items

The commission stated that this item should appear on future pre-meeting agendas. Mr. Elgin noted that council had asked staff to review small car parking and church ballfield lighting.

There being no further discussion, Chairman Ellerbe adjourned the pre-meeting at 6:55 p.m.

Planning & Zoning Commissioner

xc: Honorable Mayor and City Council
Thomas H. Muehlenbeck, City Manager