



PLANNING & ZONING BOARD MEETING MINUTES
December 14, 2015

Attendees:

Regina Dunay, Chairwoman
Marion Rayburn, Board Member
Chris Rader, Board Member

Applicants:

Clay Frankel
Tim Schutz

Absent:

Susan Lomas, Vice-Chairperson
Wade Fischer, Board Member

Staff:

Bea Meeks, City Clerk
Sandy Repp, Administrative Assistant
Drew Smith, City Attorney
Chief Francisco, Police Chief
Debbie Cabales, Code Enforcement Officer
David Mahler, City Engineer

CALL TO ORDER

Chairwoman Regina Dunay called the Planning & Zoning Board meeting to order at 6:30 p.m., followed by the Pledge of Allegiance.

City Administrative Assistant Sandy Repp announced there is a quorum with the following members present: Chairwoman Dunay, Board Member Chris Rader, and Board Member Marion Rayburn.

Susan Lomas sent an email to explain that she would be absent due to travel. Wade Fischer is also absent.

APPROVAL OF MINUTES

Chris Rader was not absent on the last meeting – asked to correct the minutes for October 12, 2015.

Board Member Rader made the Motion to approve the October 12, 2015 minutes with correction; seconded by Chairwoman Dunay. Minutes unanimously approved (3/0).



NEW BUSINESS

1. Site plan for Light house management at 5545 South Orange Avenue

Chairperson Dunay referred to David Mahler Principal Engineer.

- David stated that this is a resubmittal to CPH from FEG and that all items that were marked deficient have been addressed and requirements met.
- Board Member Rader asked if there were a lot of changes and Engineer Mahler said that there were 6-10 items. The corrections that were included were:
 - The plans should be for a 2-story, not a single story building.
 - Square footage was corrected
 - Parking spaces will be 9'x20' which means they have more than met requirements and vehicle access is fine.
 - There are corrections regarding utilities: addressed the lift station for Orange County, extension of water main to serve new building and demo for the existing system, drainage has revisions to show sq. footages based on calculations.
- Other information provided by Engineer Mahler:
 - The lighting level on property boundary is acceptable
 - No new signage
 - Tree report by arborist – confirmed 8 trees to be removed and all are laurel oaks. One (1) tree is dead and the others are in poor condition. New live oaks and other shrubbery will be planted.
 - All deficiencies noted by FEG were satisfied.
- Based on addressing all comments, CPH has no objections to moving ahead

In response to Board Chair Dunay:

- Board Member Rader asked about garbage. –Engineer Mahler said that solid waste has a shared receptacle (pg. c-100 in plans) for solid waste and the buildings will share a dumpster. In response to Chair Dunay, Engineer Mahler said there is a 6 foot wood fence around the dumpster area.
- Board Member Rader asked if there are any architectural plans as he would like to see what the building looks like.
 - Clay Frankel said that the architectural renderings will be available later this week. City Clerk, Bea Meeks said that, typically, renderings do not come back to this board but that it might be a condition that is placed upon recommendation and referring to Attorney Drew Smith about how this is addressed in code.



- Clay Frankel said that their intent is to create the same look as the present building with the same style roof, cinder block and glass.
- Board Member Rader would like to make a condition that the materials be consistent with the present building.
- Attorney Smith said that he understands why this subject is being raised but it is not part of this approval. Materials can be a condition as the site meets code.
- City Clerk Meeks said that she and Mayor Bagshaw will look at the architectural plans as will the engineer.

In response to Chair Dunay's invitation for more questions and comments:

- Board Chair Dunay questioned pg. C 800 – irrigation regarding the valve for reclaimed water? Tim Schutz said that C800 is OUC standard notes – whether it is applicable or not. If it is a general OUC then it is put in in the event that there is reclaimed water put in the city at some point.

There being no further comments, Board Chair Dunay made a motion to approve to send to City Council, with conditions

Board Member Rader moved that the Site Plan be recommended to City Council with the condition that construction materials be consistent with the current building. Motion was seconded by Board Member Marion Rader. Motion was unanimously approved to pass to City Council with recommendation to accept with conditions.

2. Landscape Plan for Lighthouse Management at 5545 S. Orange Avenue

- Board Chair Dunay stated that she walked by the site and has a contribution of ideas. Attorney Smith asked if this would interfere with her to be fair and impartial and Board Chair Dunay said no.
- Board Chair Dunay said she understood that two historical trees are to be removed but that the plan says there are three (3). Mahler clarified that there are eight (8) trees to be removed and they are all laurel oaks per the arborist report.
- Board Chair Dunay said that it appeared that one tree is not conflicting to construction. Mahler said that it is in the driveway that is being added and will be replaced with a ligustrum tree.

Board Chair Dunay asked if there are other comments.

In response to Board Member Rader's question regarding the Orange Avenue side of the property, Attorney Smith said that he does not know if the pond in front meets screening criteria in lieu of hedges. Upon further review, it was noted that there is an existing hedge.



- Board Chair Dunay questioned the location and purpose of the bamboo being added. Tim Schutz said that the purpose of the bamboo is that the retention area is unsightly and this is to make it look better as dense bamboo will fill in.
- Board Chair Dunay pointed out screening along the police side and that she would like to see a screening hedge there.
 - Chair Dunay asked if there would be an objection and Clay Frankel said that he would need to consult with the owner. Frankel asked if an objection violated code and if this is non code related. In response to applicant Frankel, Board Chair Dunay said that bamboo is for aesthetics. There is a 6' chain link fence per Clay Frankel.
 - Board Member Rader said that bamboo would grow over the fence line and can be a condition.
- Attorney Smith reminded the board that the recommendation is based per code. It will be up to the contractor if he wants to go beyond code
- In response to Board Chair Dunay, Applicants Schutz and Frankel said that a screen head on the drive will be added.
- Board Chair Dunay suggested the addition of additional podocarpus instead of bamboo. Frankel left chambers to ask question about the podocarpus to the owner. Board Chair Dunay said that will only impact people in the building as it is the back of the shopping center and podocarpus to match will be fine
 - Attorney Smith said that it can be a condition if agreed by Lighthouse. The Board cannot demand to exceed code.
 - Frankel returned and stated that the landowner not opposed if there is no review.
 - Rader asked for revised review to see the agreed upon shrubbery. Frankel spoke to property owner about request. Owner said he is delighted to meet that condition and confirmed to repeat the podocarpus is neater than bamboo

There being no further discussion, Board Chair recommended to approve a recommendation, with conditions that the 40 inch podocarpus hedge be installed along the southeast corner of the property to the front face of the existing building.

Board Chair Dunay asked for a motion. Board Chair Dunay moved that the approval recommendation with condition. Board Member Rayburn seconded. None opposed. Motion passed unanimously 3/0

COMMENTS/ANNOUNCEMENTS

Board Chair Dunay announced that the next potential meeting would be:
1/11/2016 and 2/8/2016



ADJOURNMENT

Chairwoman Dunay asked if there are any further comments or announcements. With no further business or discussion, Chairwoman Dunay requested a motion to adjourn. Board Member Rader moved to adjourn. Chairwoman Dunay seconded. None opposed. Motion to adjourn passed 3/0.

The Planning and Zoning Board meeting adjourned at 7:05 pm.

Regina Dunay
Regina Dunay, Chairwoman

ATTEST

Sandra J. Repp
Sandra J. Repp
Administrative Assistant