

On Thursday, April 2, 2020, at 7:09 p.m., a re-scheduled meeting, via Zoom, of the Plan Commission was called to order. Roll Call. Present: Chair Rene Morris, Doug Freed, Skip McCloud, Steve Munson and Jamie Schwingle. Absent: Aurelio Gallardo and Dick Linville.

Also present were: Planner Dustin Wolff of Mead and Hunt, Building and Zoning Superintendent Amanda Schmidt, Attorney Tim Zollinger, City Manager Scott Shumard, 1st Ward Alderman Retha Elston, Alderman-at-Large Jim Wise and Assistant City Clerk Monique Castillo.

McCloud made a motion to approve the minutes of February 20, 2020 as presented. The motion was seconded by Schwingle. Voting – Ayes: Morris, Freed, McCloud, Munson and Schwingle. Nays: None. Motion carried.

Schmidt noted Council approved the annexation and zoning of Steelton Subdivision – group 3.

Chair Morris inquired on the status of Majeski's request to hold a Public Hearing to Rezone Lot #2 in the 400 block of 17th Avenue. There was a brief discussion relating to the different factors causing the delay. Wolff noted when this matter was first heard, we felt it was important to have a fuller commission present. In the meantime, Majeski was going to gather more information. Then Zollinger was going to draft up some supporting documents. All this got pushed back with the Covid-19 pandemic. The matter will be tabled to the next regular scheduled meeting.

Chair Morris opened a Public Hearing at 7:11 p.m. to hear the recommendation to Re-zone from DB to DB Special Use to allow for a Drive-through window at 202 4th Avenue.

Rich Koch, Petitioner, noted he dropped of paperwork in early February 2020, facility is already set up for a drive-through. He anticipates renting the facility to a local coffee shop that would utilize the window for customers on the go. Koch also noted, he has reached out to surrounding businesses, they are very welcoming to the idea.

Wolff noted a drive-through is permitted by Special Use and this concept is consistent with the Comprehensive Plan. It would be a nice addition to the downtown area.

Wolff made mention of his concern with late night traffic and electronic lighting. He made a suggestion for the commission to consider the limitation to the hours of operation in order to eliminate unforeseeable issues.

Koch noted electronic lighting and late night traffic will not be an issue. As previously mentioned, this is a local business and already has established hours of operation from 6:00 am to 1:00 pm and does not intend to alter this practice. With regard to an electronic board, there are no intentions to install now or in the future.

Koch did inquire about the dumpster policy. He noticed surrounding businesses do not have enclosed dumpsters but this is being required of him. Schmidt noted this is a new to the code, the surrounding businesses are pre-existing and exempt from the new code and all new business have been required to conform to this new section.

With no further discussion by staff, commissioners or guests, Chair Morris noted publications were made, fees were not applicable, notification requirements were met, signage notifying the public of the hearing was placed and no written or verbal comments were made.

Freed made a motion to recommend approval to the City Council the special use permit request for a drive-thru facility at 202 4th Avenue, with conditions, adopting the findings of the Planner. The motion was seconded by McCloud. Voting – Ayes: Freed, McCloud, and Morris. Nays: None. Motion carried.

The public hearing was closed at 7:27 p.m.

Schmidt noted this will go before the City Council at the April 20, 2020 meeting.

Chair Morris opened a Public Hearing at 7:32 p.m. to hear the recommendation to Annex/Re-zone property wholly bounded to the City; East of 16th Avenue, South on Lynn Boulevard, 2510 Locust.

Zollinger noted city is petitioner. With the recent annexations, these parcels are now wholly surrounded and contiguous.

Wolff noted the recommendation to change the zoning to ensure the properties remain legal and conforming.

With no further discussion by staff, commissioners or guests, Chair Morris noted publications were made, fees were not applicable, notification requirements were met, signage notifying the public of the hearing was not applicable and no written comments were received. Schmidt noted there was one phone call requesting addition information about the project.

The public hearing was closed at 7:37 p.m.

Munson made a motion to recommend approval to the City Council to Annex/Re-zone property wholly bounded to the City; East of 16th Avenue, South on Lynn Boulevard, 2510 Locust. The motion was seconded by Schwingle. Voting: Ayes – Schwingle, Morris, Freed, McCloud and Munson. Nays – None. Motion carried.

Chair Morris opened a Public Hearing at 7:39 p.m. to hear the recommendation to Annex/Re-zone property contiguous to the City; Steeltown Subdivision – Group 4.

Zollinger noted city is petitioner and noted we are half way through annexing this subdivision. As stated in prior discussions, all properties have sewer access and pre-annexation agreements. This is the next round.

Wolff reminded the commissioners the SR-8 zoning keeps these properties legal and conforming as they all have small/side setbacks. He also noted there is one commercial property.

Morris inquired if this was the last round. Zollinger noted there are approximately 6 more hearings.

Vickie Amadeo-Leal, 1004 Elm Avenue, Sterling, inquired about taxes. Shumard noted they would need her property value to determine that. Schmidt explained to Mrs. Amadeo-Leal she would call her in the next day or two with that information.

With no further discussion by staff, commissioners or guests, Chair Morris noted publications were made, fees were not applicable, notification requirements were met, signage notifying the public of the hearing was not applicable and no written or verbal comments were made.

The public hearing was closed at 8:06 p.m.

Munson made a motion to approve the Annexation of the properties contiguous to the City, in the Steelton Subdivision – Group 4, and Zone as SR-8. The motion was seconded by Munson. Voting – Ayes: Morris, Freed, McCloud, Munson and Schwingle. Nays: None. Motion carried.

The next Plan Commission meeting will be April 16, 2020 at 7:00 p.m. via Zoom. We will have more public hearings; Steelton Group 5 and Majeski, then continue discussion with the Comprehensive Plan.

There was another brief discussion as to the delay with the Majeski hearing. Zollinger again noted he was working on some paperwork for Majeski and Majeski had made some revisions to his plans but we have been forced to halt moving forward due to the Covid-19 pandemic.

Alderman Wise and Elston made note they have met with several neighboring residents and none of them have expressed concerns with the proposed plan. Further Majeski has addressed all potential concerns and will do what he can to meet accommodations.

Munson was concerned about storm sewer issues. Shumard stated this would be addressed once final plan was submitted and there was an inclination as to what size lot he would have.

Schmidt noted there was an accessory structure in his initial plan and reminded the commission this is pertinent to move forward.

With no further business to discuss, the meeting was adjourned at 8:11 p.m.

Monique Castillo
Assistant City Clerk