

MINUTES OF COMMITTEE MEETING

November 10, 2008

7:00 P.M.

DEVELOPMENT, PLANNING AND ZONING COMMITTEE (DP&Z)

- RE:
- 1) Case Number 08ZBA-09/ Witzel Variation
Request for Interior Side Yard Variation for the purpose of constructing a second floor addition on property commonly known as 277 S. Berkley (PIN 06-02-320-010)
 - 2) Case Number 08P-14/ BP Oil Conditional Use
Request for Conditional Use Permit for the purpose of replacing two pylon signs on property commonly known as 217 E. Butterfield Road (PIN 06-13-125-026)
 - 3) Environmental and Sustainability Initiatives – Revised Draft Report
 - 4) Prospect Avenue SSA and City Boundaries (Proposed Sewer and Water Improvements)
 - 5) Other Business

Committee Members Present: Rose, Leader, Gutenkauf

City Staff Present: Said, Streicher (part time)

Chairman Rose called the meeting to order at 7:00 p.m. and introductions were made.

The Committee began discussion of Case Number 08ZBA-09/Witzel Request for Variation. The request was introduced and described by Chairman Rose. The request is for a side yard variation for the new eaves associated with a home addition. The Committee discussed the proposed addition and the character of the neighborhood. They also reviewed the benefits of the new addition for home maintenance purposes, and the relatively small encroachment into the side yard area. The Committee agreed that the standards for variations have been met. After discussion, the Committee agreed to recommend approval of the applicant's request and will issue a report to be placed on the Consent Agenda for the City Council meeting of November 17, 2008.

The Committee then discussed Case Number 08P-14/BP Oil Request for Conditional Use. The request was introduced and described by Chairman Rose. The request is for replacement of two existing pylon signs with two BP signs of the same size, location and height (within 1 foot). The Committee discussed the existing signs and the new signs. They reviewed the advantages of installing new signs in this location and the benefits to the area. The Committee emphasized that this was an improvement, not a request for large new signage. After discussion, the Committee agreed to recommend approval of the applicant's request and will issue a report to be placed on the Consent Agenda for the City Council meeting of November 17, 2008.

The Committee then began review of the revised report on sustainability. The Committee thinks the document is getting even closer to a final report/policy statement. They recommended some changes including an emphasis on baseline statements with goals on what to do in the future. After further discussion, the Committee agreed to allow Staff to complete the recommended revisions and will continue discussion of this subject to their December 8, 2008 meeting.

The Committee then discussed the homes on Prospect Avenue north of Brush Hill. They reviewed the October 17, 2008 letter from the City Manager to the Hoekstras (0S730 Prospect). After discussion, the Committee

expressed their support for the City Manager's efforts to seek annexation of the Hoekstras' parcel into the City to allow for implementation of an SSA (Special Service Area). The SSA will be sought to extend utilities to serve the homes in this area.

There was no Other Business.

The meeting was adjourned at 8:10 p.m.

Submitted by: John D. Said, Director of Planning, Zoning and Economic Development