

**CALLED MEETING OF THE PLANNING & ZONING COMMISSION**  
TUESDAY, APRIL 2, 2013 @ 4:30 P.M.  
HELD IN CITY COMMISSION CHAMBERS, 214 SOUTH LOVE STREET

**PURPOSE OF MEETING:**

- Consideration of Approval of Sunrise Addition Final Plat with setback Variance for lots 38 & 25

**PRESENT:** Members: David Lynch, Betty Price, Nell Lewis, and Chairman Kallie Richards.

**ALSO PRESENT:** Code Enforcer Laura Brock, City Attorney Patrick McMahon, Fire Inspector David Shaw, City Manager James Williams, City Clerk Carol Ann Hogue and Administrative Assistant Imelda Gutierrez.

**NOT PRESENT:** Members John Benard, Randy Pettigrew and Vice Chairman Lynda Kreybig

**CALL TO ORDER:** The meeting was called to order by Chairman Richards at 4:30 p.m.

**CONSIDERATION OF APPROVAL OF AGENDA:** Chairman Richards called for a motion to approve the agenda. Member Price made the motion with the exception to change to a discussion item due to new suggestions to the summary plat. Member Lewis seconded. Motion carried unanimously.

**DISCUSSION OF SUNRISE ADDITION FINAL PLAT WITH SETBACK VARIANCE FOR LOTS 38 & 25:** Chairman Richards made a motion to discuss the final plat and variance. City Manager James Williams recommends tabling the variance. Member Randy Pettigrew emailed his suggestions which are listed below:

1. Final plat NOT to be approved pending completion of following items:
  - a. This plat is called a Summary Re-Plat. Member Pettigrew is not confident it meets the criteria of Ordinance 16.06.010.A.2.
  - b. Tracts 1, 2 & 3 should be shown as Alleys, dedicated and developed according in the current format, Tracts 1, 2 & 3 should be described in dedication.
  - c. Note 11. Change Vacated to Dedicated and moved to dedication. This is a title consideration for the City who would become the Fee owner if left as written.
  - d. He believes to clean the subdivision the city portions along the east property should be shown as dedicated 20' alley.
  - e. Lot 6,7,31 and possibly 33 should have 45 degree cuts for future emergency or utility vehicle turning capability
  - f. Waterline Easements:
    - i. Member Pettigrew believes 5' is insufficient width for a waterline easement. 10' foot is a minimum that provides appropriate room for repair, if needed.
    - ii. He assumes the lots that have the easements will have verbiage that holds the landowner responsible, not the City, for re-landscaping and fencing should the need for waterline repair arise. If the City does not have the verbiage I am sure we can get a copy of LCEC boiler plate for their easements.

- g. Note 5: Lot Ponding
  - i. Member Pettigrew stated that he does not recall seeing that on previous versions of this subdivision plat (but he could have missed it).
    - 1. Is there a grading plan for the subdivision that indicates where each lot pond will be?
    - 2. Someone will need to define excess runoff!
      - a. Storm Event: 5, 10, 25,100 years?
    - 3. Once storm event is defined, grading plan should show initial lot grading and pond meets the capacity.
  - h. Note 1: the food zone for this area is "X" not "D"
  - i. Legend: Indicates corners found and set. Needs to indicate all individual lots corners to be set within 1 year of plat approval per state requirements.
- 2. Variance for lots 25 and 38
  - a. Member Pettigrew philosophically opposes to the approval of the variance.

Member Price made a motion to table and resubmit the final plat. Member Lynch seconded. Motion was approved.

**ADJOURNMENT:**

Chairman Kallie Richards asked for a motion for adjournment at 4:55 p.m.

**APPROVED:** \_\_\_\_\_  
**CHAIRMAN RICHARDS**

**ATTEST:** \_\_\_\_\_  
**MEMBER LYNCH**