

**Record of Proceedings
City of Lafayette
Planning Commission
Tuesday October 22, 2013**

Chairperson Patzer called the meeting to order at 7:00 p.m. Those in attendance included: Chairperson Patzer, Vice Chair Wong, and Commissioners Benson, Godfrey, and Knuth

Absent: Commissioners Nickell and Steinbrecher.

Staff present included Planning Manager Karen Westover, Planner Paul Rayl, and Recording Secretary Michelle Verostko

II. Items from the Public Not on the Agenda

None.

III. Meeting Minutes for the September 24 and 25, 2013 Meetings

Commissioner Benson moved the Planning Commission approve the meeting minutes for September 24 and 25, 2013. Commissioner Godfrey seconded the motion. All voted in favor of the motion.

IV. Scheduled Items

A. Comprehensive Plan Technical Update

Ms. Westover reviewed the public notice and advertisement the City did to inform the public about the public hearing for the Comprehensive Plan Technical Update. She also noted the open house and public hearing the Planning Commission held on July 30 regarding the update to Section 2, Goals and Policies. She explained that at the conclusion of the public hearing, the Planning Commission may make a recommendation to the City Council to adopt the plan as proposed or make a recommendation to City Council to adopt the plan subject to modifications, or table the public hearing for the December 4, 2013 Planning Commission meeting to gather additional public input.

Ms. Westover explained that since the July meeting, staff has reviewed and updated the three other sections of the plan: Section 1 – Introduction, Section 3 – Implementation Matrix, and Section 4 – Supporting Information and Documents. Ms. Westover reviewed each of the three sections and discussed what updates or changes were made.

Chairperson Patzer opened this portion of the meeting for public testimony at 7:25 p.m.

Karen Lloyd D’Onofrio, Lafayette Historic Preservation Board Member, 1205 Stein Street, Lafayette, asked that the Planning Commission reconsider and add to the Comprehensive Plan Update the Historic Preservation Board’s recommendation that any exterior alterations made to homes in Lafayette that are 50 years old or older be reviewed and approved by the Historic Preservation Board. Ms. D’Onofrio explained the Board’s position.

Chairperson Patzer closed the public hearing at 7:30 p.m.

The Planning Commission questions to staff focused on the Historic Preservation Board’s recommendation to have the Historic Preservation Board review and approve exterior alterations to historic properties. The Commission asked staff to review previous discussions and conclusions by staff, the Planning Commission and City Council. The Commission asked what would the review process entail and whether the process would require an additional review for the homeowner. The Commission asked about the historic preservation surveys that have been done and how many eligible properties had been identified. The Planning Commission asked staff to explain the current review process for exterior alterations of historic properties. Ms. Westover answered their questions and explained the current process.

The Planning Commission discussed their conclusions from previous workshops and reiterated that the goal was to entice owners to preserve their properties and find monetary assistance.

Motion

Commissioner Knuth moved the Planning Commission recommend the City Council adopt the 2013 Technical Update of the 2003 Comprehensive Plan finding that the update includes current information and reflects existing and desired practices in the City. Commissioner Benson seconded the motion. All voted in favor of the motion.

B. Lafayette Crossing Subdivision, Lot 4 - Special Use Review and Site Plan/Architectural Review

Planner Paul Rayl entered the staff report into the record. He stated this review includes a Special Use Review and Site Plan/Architectural Review for the development of a 4,945 square foot automotive repair facility on the future Lot 4 of the Lafayette Crossings Subdivision.

Mr. Rayl stated that the subject property is located south of the Coal Creek Sports Center on Stacy Court adjacent to Highway 287. He used an aerial photo to describe the site and review the surrounding uses of the neighboring properties. He presented pictures of the site showing the existing conditions of the property. He explained that the property is zoned C1-M1/PUD and is located within the South Boulder Road Urban Renewal Area (SBRURA) which requires approval of a Special Use Review for an automotive repair facility.

Mr. Rayl explained the intent of the Special Use Review process. He explained that automotive repair facilities are an allowed use within the C1-M1 zone district. However, the property is subject to the SBRURA overlay, which requires approval of a Special Use Review to operate an automotive repair shop. Mr. Rayl reviewed the five general criteria that apply to all special use reviews and discussed how this application complies with the criteria. Staff found that the proposed facility meets the applicable criteria of Section 26-15-4, and recommended approval of the request contingent upon the approval and recording of the Lafayette Crossings Final Plan and the Christian Brothers Site Plan/Architectural Review by City Council.

Mr. Rayl presented the Site Plan/Architectural Review for the commercial buildings proposed on Lot 4 of Lafayette Crossing Subdivision. The plan includes the development of a 4,945 sq. ft. automotive repair facility on approximately 0.58 acres. The site improvements include 7,174 sq. ft. landscape area and 18 parking spaces.

Mr. Rayl reviewed site plan issues such as dimensional standards, streets, access, sidewalks, parking and landscaped islands in the parking lot. He reviewed the recommendations made by the Lafayette Urban Renewal District (LURA) regarding bike racks and pedestrian and handicap access.

Mr. Rayl presented the architecture and reviewed the exterior colors and materials proposed. He showed the materials board to the Planning Commission. He reviewed the architectural design elements, the building elevations and roofline. He reviewed the landscape plan, parking lot screening, and lighting plan.

Staff found that the subject to the staff's recommended conditions and the LURA conditions of approval, the proposed site plan/architectural review complies with the review criteria of Section 26-16-7.1 and the submittal requirements of Section 26-17-9 and recommended approval.

Jonathan Wakefield, Christian Brothers Automotive, 15995 N. Barkers Landing Road, Houston, Texas, gave a brief background of their company. He presented their proposal and discussed landscaping and parking. He discussed their disagreement with site plan/architectural review conditions no. 3 regarding parking and condition no. 5 regarding landscaping.

Mr. Wakefield discussed their business operation and he explained the reasons they need nine (9) service bays. He reviewed the concerns most people have with automotive service and explained how they deal with them. These included fluid storage, fluid disposal, noise, traffic, and vehicle storage. He stated there would be no outside storage of vehicles.

Chairperson Patzer opened this portion of the meeting for public testimony at 8:10 p.m. No one addressed the Commission. Chairperson Patzer closed the public hearing.

The Planning Commission questions to staff focused on site plan concerns regarding access, bike racks, cross parking agreements and whether adequate parking is being provided. The Commission asked staff for clarification on Site Plan/Architectural Review condition no. 3b regarding parking. Other questions included what were the future plans for the bowling alley and whether this lot sits lower in grade from Highway 287.

The Planning Commission questions to the applicant focused on the proposed exterior materials, the door height, options for people dropping off their vehicles, and whether they store vehicles. Other questions included what their plans were for signage, do they agree with the cross parking agreements, and do they have any concerns with the conditions of approval.

The Planning Commission discussion focused on the parking, cross parking agreements and the conditions of approval. The Commission discussed and agreed to delete Site Plan/Architectural Review condition no. 3b.

Special Use Review Motion

Vice Chair Wong moved the Planning Commission approves this request for Special Use Review, subject to staff's recommended conditions, finding that that the use meets the criteria of Section 26-15-4 because the proposal complies with the Municipal Code, is compatible with the surrounding area, the use is desirable and needed in this specific area of the community, presents no potential for adverse environmental impacts, and it is compatible with the Comprehensive Plan. Commissioner Benson seconded the motion. All voted in favor of the motion.

Site Plan/Architectural Review Motion

Vice Chair Wong moved the Planning Commission recommend approval of this Site Plan/Architectural Review, subject to the recommended conditions as amended, finding that the plan complies with the criteria of Section 26-16-7.1, the submittal requirements of Section 26-17-9 have been met, and the design is compatible with the location and proposed use. Commissioner Godfrey seconded the motion. All voted in favor of the motion.

Special Use Review Conditions of Approval:

1. The Special Use Review approval is subject to approval and recording of the Lafayette Crossings Final Plan by the City Council.
2. The Special Use Review approval is subject to approval of the Christian Brothers Automotive Site Plan/Architectural Review by the City Council.
3. No customer vehicles shall be parked outside the building after business hours.
4. Outdoor storage of equipment and parts is prohibited.

Site Plan/Architectural Review Conditions of Approval:

1. All off-site improvements located on Lot 5, Lafayette Crossings needed for development of Lot 4, shall be installed prior to the issuance of a Certificate of Occupancy (C.O.) for Lot 4.
2. The applicant shall work with the overall subdivision developer to ensure that all the required plans for off-site improvements on Lot 5 needed by the City Engineer to complete his review are submitted prior to issuance of building permit for Lot 4.
3. Prior to building permit submittal, the site plan shall be revised as follows and shall be subject to review and approval of staff:

- a. The easternmost parking stall next to Stacy Court shall be removed or a screen wall with landscaping shall be added to the plans in order to allow for a 10' parking lot setback.
- b. The bike rack shall be located as close to the building entrance as possible.
4. Prior to building permit submittal, the architectural plans shall be revised as follows and shall be subject to review and approval by staff:
 - a. The location of meters and electrical boxes shall be included on the plans with all wall-mounted equipment painted to match the adjacent wall.
 - b. The applicant shall ensure the trash enclosure is sized appropriately to accommodate a dumpster and recycling bins.
5. Prior to building permit submittal, the landscape plan shall be revised as follows and shall be subject to review and approval of staff:
 - a. The water budget table shall be amended to accurately reflect the water needs for the moderate hydrozones.
 - b. An irrigation schedule shall be added to plans in order to allow staff the ability to ascertain whether the irrigation schedule and proposed water budget will line up.
 - c. A wind and rain sensor shall be installed in an appropriate location and indicated on the plans.
6. The lighting plan shall be amended to reduce the lighting levels through the use of lower wattage bulbs to achieve lighting levels that do not exceed 8-footcandles where feasible.
7. The applicant shall review ADA requirements and provide clarification that the existing plans will include enough space for wheelchair accessibility without forcing the customer into the parking lot. If it is determined that there isn't enough space, the sidewalk area at the building entrance shall be expanded to accommodate customers with mobility assistance devices.
8. If a handicap ramp is needed it shall be located so as not to interfere with the required bike rack.

V. Other Business

A. Commission Comments / Committee Reports

The Planning Commission reminded everyone to participate in the upcoming election.

B. Department Comments

Planning Manager Westover stated the November Planning Commission meeting will be held on December 4. She noted that staff provided the Commission with additional comments from the public for the Trails at Coal Creek sketch plan review.

VI. Adjournment

Vice Chair Wong moved to adjourn the meeting, seconded by Commissioner Benson. All voted in favor of the motion. The meeting adjourned at 8:35 p.m.

City of Lafayette

Eric Patzer, Chairperson

Attest:

Michelle Verostko, Recording Secretary