

Planning Advisory Committee

May 15, 2024

Meeting Minutes

Members Present:

Chair – Rachael Berg

City Planning Commission – Laura Bryan and Marin Stephens

Historic District Landmarks Commission – Tracy St. Julien

The Department of Real Estate and Records – Ashley Spangenberg, Toni Thompson, Katie Lerer

Sewage and Water Board – LaJoyce Steib

Department of Safety and Permits – Todd Breckman

Department of Public Works – Louis Haywood

Department of Parks and Parkways – Lilly McNee

A City Planning Commission representative called the meeting to order by describing the function of the PAC, to consider the technical merits of projects proposed in the public right-of-way to inform the City Planning Commission's decision.

Item #1 – Minutes from the February 21, 2024, PAC meeting

The minutes from the February PAC meeting were considered for adoption. They were considered at the May meeting because the PAC meeting in March and April were cancelled. The representative from HDLC made a motion to accept the minutes from the February 21, 2024, PAC meeting. The motion was seconded by the Department of Public Works and unanimously adopted.

Item number 2 – Consideration Property Disposition 002/24

The representative from the City Planning Commission explained the portion of N. Robertson under consideration was the street under the raised portion of N. Robertson Street, adjacent to the underpass which is owned by DOTD. The CPC representative explained Laura Bryan is the lead planner assigned to this case and it's slated for consideration at the May 28th, 2024, CPC hearing, but may be deferred. There were two individuals present to represent the matter. They explained the purpose of closing the street and stated the applicant has a lease with DOTD to utilize the underpass. The applicant also owns the property on the other side of the subject right-of-way. The representative from Sewage and Water Board stated a servitude would be required to allow SWB onto the site if needed and that would have to be written into the lease. The representatives explained that there isn't a plan in place to close-off the street (yet) but it would still be accessible by vehicles, such as SWB or EMT. The representative from HDLC made a motion of no objection subject to further review by SWB, CPC and RER. The representative from the Department of Safety and Permits seconded the Motion and the motion was adopted unanimously.

Item Number 3 – Consideration of Property Acquisition 002/24

The representative from the City Planning Commission explained Item number 3 was for the acquisition a portion of Thalia Street that was a private street and closed-off until the redevelopment of Brown's

Dairy. The proposal would reinstate the City as the owner and it would be rededicated as a public Street. The representative from the City Planning Commission stated Marin Stephens was the lead planner assigned to the case and that it will be considered at the May 28th, 2024, CPC hearing. Two representatives were present to present the case. They stated it is a two-way street that is most likely 26 feet wide. The representative from Parks and Parkways stated the required street trees that were previously planted have died, though this wasn't necessarily an issue for the property acquisition consideration. The representative from HDLC made a motion of no objection subject to further review from the Department of Public Works and the City Planning Commission. The representative from the Department of Public Works seconded the Motion and the Motion passed unanimously.