

Planning Advisory Committee

January 29, 2025

Meeting Minutes

Members Present:

Chair – Rachael Berg

City Planning Commission – Julia Nickle

The Department of Real Estate and Records – Ashley Spangenberg

Sewage and Water Board – LaJoyce Steib

Department Public Works – Louise Haywood

The City Planning Commission chair called the meeting to order by describing the function of the PAC, to consider the technical merits of projects proposed the proposed property acquisition in order to inform the City Planning Commission's decision.

Item #1 – Minutes from the October 16, 2024, PAC meeting

The minutes from the October PAC meeting were considered for adoption. They were considered at the January meeting because the PAC meetings in November and December were cancelled. The representative from the Department of Public Works made a motion to accept the minutes from the October 16, 2025, PAC meeting. The motion was seconded by the Department of Real Estate and Records and unanimously adopted.

Item number 2 – Consideration of Property Acquisition 001/25

A representative from the City Planning Commission explained the Property Acquisition is a request to change the ownership of privately owned streets to become city-owned streets. The City already maintains them and the request would affect five small portions of streets that dead-end along Dwyer Canal. The change-of-ownership would not change the physical landscape of the area, it would simply create a public right-of-way, those of which are already being maintained by the City. The applicant was not present at the meeting and could not speak on behalf of any future plans. However, the property acquisition could allow the applicant to resubdivide the large lot containing the five smaller street portions into smaller lots that front on the new public rights-of-ways. The request is slated for consideration at the February 11, 2025, City Planning Commission hearing and Julia Nickle is the lead planner assigned to the request.

There were three members of the public who were there to ask questions regarding the proposal. They were concerned about future development. The CPC representative stated any future development would need to adhere to the zoning district in which the lot is located. In this case, the lot is located in an S-RS Suburban Single-Family Residential District which is highly restrictive. The CPC representative explained that should the applicant chose to pursue a subdivision and subsequent permits, it would only require community engagement if the applicant sought a zoning change or the proposed use necessitated either a variance or conditional use approval.

The representative from Sewage and Water Board asked about the existing servitudes and if those would need to be rescinded if the ownership changed. The representative from the Department of Real Estate and Records stated they would confer with the legal team about this question.

The representative from the Department of Public Works stated these streets were always paved but DPW recently re-paved them assuming they were public streets and DPW would like to review the streets to assess their current state.

The representative from the Department of Public Works made a motion of approval subject to further review by the City Planning Commission, the Sewage and Water Board, the Department of Real Estate and Records and the Department of Public Works. The representative from the Department of Real Estate and Records seconded the motion which was unanimously adopted.