

## **Planning Advisory Committee**

February 19, 2025

Meeting Minutes

### **Members Present:**

Chair – Rachael Berg

City Planning Commission – Laura Brian

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 in order to inform the City Planning Commission's decision.

### **Item #1 – Minutes from the January 29, 2025, PAC meeting**

The minutes from the January, 2025, PAC meeting were considered for adoption. The representative from the Department of Public Works made a motion to accept the minutes from the January 29, 2025, PAC meeting. The motion was seconded by the Department of Real Estate and Records and unanimously adopted.

### **Item number 2 – Consideration of Subdivision Docket 076/24**

A representative from the City Planning Commission explained subdivision request involves the creation of a new street, to be privately owned, and the creation of new lots of record fronting the proposed street that will eventually be developed with single-family houses. The representative also stated the item is docketed for the next City Planning Commission hearing, for February 25<sup>th</sup>, 2025, and that the PAC agenda had the wrong number for this item: SD076/25 rather than SD076/24.

The lead planner assigned to this case provided additional information concerning the request and stated the street shown on the survey above the proposed street is not developed and therefore the proposed street will need to be altered to end in a cul-de-sac rather than at the street that currently does not exist. The applicant then spoke, who provided background information. The applicant stated the subdivision is a result of a previous minor subdivision that created a large land-locked lot forty years ago.

The representative from Sewage and Water Board asked about the servitudes and how that functions under a private street. It was determined servitudes would still be needed. The developer would need to pay for Sewage and Water Board installation as they typically would.

There were three members from the public present who voiced concerns regarding the use of their privately owned streets to access the subdivision. The applicant and the members from the public spoke to the ongoing efforts to create a mutually agreed on POA agreement. The members from the public weren't against the project, but wanted to ensure the proposed subdivision paid its dues. The lead planner explained that the objective of the PAC meeting was simply to look at the technical merits of the proposed road, but that their concerns may be better suited for the City Planning Commission meeting on Tuesday.

The Representative from the Department of Public Works put forth a motion for approval subject to further review from the Department of Public Works, Sewage and Water Board, the City Planning Commission and the Department of Real Estate and Records. The Motion was seconded by the representative from the Department of Real Estate and Records and adopted.