MEETING MINUTES
Administrative Review Team
Thursday, January 31, 2019 | 2:00 pm

ART Members and Designees: Vince Papsidero, Planning Director (Chair); Donna Goss, Director of Development; Jeremiah Gracia, Economic Development Administrator; Brad Fagrell, Director of Building Standards; Aaron Stanford, Senior Civil Engineer; and Mike Altomare, Fire Marshal.

Other Staff: Logan Stang, Planner II; Tammy Noble, Senior Planner, JM Rayburn, Planner I; Chase Ridge, Planner I; Mike Kettler, Planning Technician; Jimmy Hoppel, Planning Assistant; and Laurie Wright, Administrative Support II.

Applicants: None present.

Mr. Papsidero called the meeting to order at 2:03 pm. He asked if there were any amendments to the meeting minutes from January 17, 2019. [There were none.] The minutes were approved as presented.

RECOMMENDATION

1. ID-2 - Noah's Event Venue **PID: 274-001353**
17-108WID-SP **Site Plan Review**

Logan Stang said this application is a proposal for the construction of ±8,000-square-foot conference center and associated site improvements on a 4.15-acre parcel, zoned Research Flex District. He said the site is on the northeast corner of the intersection of Shier Rings Road and Eiterman Road and presented an aerial view. He said this is a request for a recommendation of a Site Plan Review under the provisions of Zoning Code §153.042(E)(7).

Mr. Stang said this is a request for a recommendation to the Planning and Zoning Commission for a Site Plan Review but explained that in the West Innovation District (WID), Development and Site Plan Reviews can be processed differently than other zoning districts. Upon filing and review of the Development Plan application, the Administrative Review Team (ART) is required to take one of the following actions:

1. Approve the Development Plan application when all of the requirements of the Innovation Districts and the intent of the EAZ plan are met, including Administrative Departures that may be granted in accordance with §153.042(D)(6)(f); or

2. Issue a decision to permit the applicant to subject the Development Plan application to Site Plan approval by the Planning and Zoning Commission upon a determination by the ART if:

   a. The application does not meet all the requirements of the District and the standards of §153.042(E)(8) or the intent of the EAZ plan;

   b. The application does not meet the requirements for granting of Administrative Departures; or

   c. The proposal has the potential for significant community impact that requires additional public review.

Mr. Stang said a Site Plan Review should be pursued for this application by the Planning and Zoning Commission, under scenario C as previously outlined, based on the following findings by Staff:

1. The proposal is located directly adjacent to the Ballantrae Subdivision and will serve as a transitional element between the existing neighborhood and West Innovation District.

2. The proposal is the first development along the Shier Rings Road corridor and will establish a development character for future proposals.

3. The proposal includes substantial roadway improvements to Eiterman Road, which serves as a main thoroughfare for the Ballantrae Subdivision.

Donna Goss inquired about the future Shier Rings roadway realignment and how that might impact this site directly. Mr. Stang answered that as part of this development, the applicant will be responsible for widening Eiterman Road to provide a dedicated left turn lane into the site. He said they had met with the applicant to discuss the potential realignment of Shier Rings Road to the north and the applicant was not concerned as Eiterman Road will remain their access road for the development. Ms. Goss said she was pleased to hear that given this proposal began in 2017 that the applicant was aware of future infrastructure changes. Mr. Stang said the applicant is well aware of the roadway improvements including designated turn lanes on Eiterman Road and the single access/egress required for their site. He added that Traffic Engineering has instructed the applicant to proceed with roadway improvements under the existing conditions as opposed to the potential roadway network.

Vince Papsidero concluded the findings are clear as to why the Site Plan should be sent to the Planning and Zoning Commission for their review. He called for a motion.

Brad Fagrell motioned, Aaron Stanford seconded, to recommend Site Plan Review by the Planning and Zoning Commission for this application. (Recommended for Approval 6 – 0)

As a result, Mr. Stang said this application would be forwarded to the Planning and Zoning Commission for their review and approval on February 7, 2019.

ADJOURNMENT

Mr. Papsidero asked if there were any additional administrative issues or other items for discussion. [There were none.] He adjourned the meeting at 2:10 pm.