

MINUTES

The **Rogers Planning Commission** met for a *regular session* in the Council Chambers of the Maurice H. Kolman Building on Tuesday, April 20, 2010 at 4:30 P.M. The meeting was called to order by Chairman Jim White. Those in attendance were led in the Pledge of Allegiance.

MEMBERS PRESENT:

Commissioners Chad Campbell, James Gosserand, Susan Fennel Mills, Ron Shelby, Mike Shupe, Don Spann, David Thrasher, and Jim White were present. Mark Myers and Ron Shelby were absent.

OTHER OFFICIALS PRESENT:

City Clerk Peggy David, Deputy City Attorney Jim Clark, Director of Planning and Transportation Steve Glass, Senior Planner Derrel Smith, Assistant City Planners Candy Anderson and Lori Stone, Water Utilities Engineer Mark Johnson, Main Street Director Kerry Jensen, and City Council member Larry Daniel.

ACTION ON MINUTES:

(April 6, 2010)

Approved.

Motion by Mills, second by Spann to approve the minutes of the meeting of April 6, 2010 as submitted.

Voice vote: Unanimous - Yes. ***Motion carried.***

REPORTS OF BOARDS AND STANDING COMMITTEES:

Senior Planner Derrel Smith reported the Developers Conference was held on Thursday, April 15th. The attendance was good and overall everything went well. The awards presented this year went to Mike Shupe as Citizen Planner of the Year; the Commercial Development of the Year Award went to the Neighborhood Market on Pauline Whitaker Blvd.; and Greenway & Trail Award went to Illinois River Watershed Partnership. Positive feedback was received for the event and plans will begin for next year's conference.

Commissioner Gosserand reported the Large Scale Development Committee had met and recommended that Agenda Item #1 under New Business be moved to the Consent Agenda.

Motion by Gosserand, second by Mills to move New Business Agenda Item #1 to the Consent Agenda.

Voice vote: Unanimous – Yes. ***Motion carried.***

Consent Agenda:

Request by LLG Engineering for a waiver from the Large Scale review process for a 1,225 s.f. addition to the NEC, Inc. construction office at 2425 So. 5th Pl. in the I-1 (Light Industrial) zoning district **Approved.**

Motion by Mills, second by Gosserand to approve the Consent Agenda.

Roll call: Campbell, Gosserand, Mills, Shupe, Thrasher and White – Yes; Spann – Abstains. ***Motion carried.***

PUBLIC HEARING:

(Agenda Item #1)

Request by AAA Tattoo for a Conditional Use Permit for a tattoo parlor at 2505 No. 17th St. in the C-2 (Highway Commercial) zoning district

Mr. Goldstein and Ms. Feathers requested the conditional use permit to operate a tattoo parlor.

There were no comments from anyone in the audience either for or against the conditional use permit.

The Public Hearing was declared closed.

Approved.

Motion by Spann, second by Gosserand to approve the conditional use permit as requested.

Voice vote: 6 – Yes; 1- No. ***Motion carried.***

NEW BUSINESS:

(Agenda Item #1)

Request by LLG Engineering for a waiver from the Large Scale review process for a 1,225 s.f. addition to the NEC, Inc. construction office at 2425 So. 5th Pl. in the I-1 (Light Industrial) zoning district

Moved to Consent Agenda.

(Agenda Item #2)

Final plat for Chelsea Point Subdivision Ph. 1 on Honeysuckle Lane, north of Pleasant Grove Road in the RSF-4 (Single-Family/4 units per acre) zoning district

Mark Love, of Crafton, Tull and Sparks, reviewed the history of the subdivision which started in 2006 and said that because First Western Bank has foreclosed on the property, they were requesting that the final plat be approved in two phases to give the bank time to obtain one crucial piece of property in order to move forward with the plan.

The Subdivision Committee reported the review of the plan and recommended approval subject to the following conditions:

1. The Amenity Agreement will be again reviewed at the submission of Phase 2 to insure that the green space requirement and other provisions justify the zoning for the overall subdivision.
2. The engineer must submit a LOMR-F through FEMA prior to City Council acceptance of the final plat.
3. An elevation certificate for Lots 6-13 and 7-19 must be provided to the floodplain administrator and building official at the time of slab inspection. A final elevation certificate must be provided prior to a final inspection. If the LOMR-F is not approved, an elevation certificate will be required for all the remaining lots in the floodplain.
4. Drainage improvements must be completed and certified by the engineer of record, Crafton, Tull, Sparks, with all ditches and basins solid-sodded, concrete-lined, or underground conduit installed prior to City Council acceptance of the final plat. Final approval of the drainage will be at final plat and additional

improvements may be required at that time.

5. Construction debris must be cleared from all stormwater structures and verified by a site inspection from the planning department prior to City Council acceptance of the final plat.
6. Developer has the option of dedicating the floodway to the City of Rogers or designating the area as a drainage easement.
7. All wells and septic systems must be located and abandoned by a state-licensed and bonded driller in accordance with state requirements.
8. Provide the building official and city planner with compaction tests for all ponds and fill areas.
9. Sidewalks must be 5' in width and ramped at all curb cuts to meet ADA and AHTD specifications and installed along Honeysuckle or a letter of credit posted prior to City Council acceptance of the final plat. Sidewalks must match any existing sidewalks in the area, include truncated domes at the handicap ramps and be located a min. of 5' behind the curb. .
10. Sidewalks along Honeysuckle must be built by the developer.
11. Interior sidewalks are the responsibility of the lot owner and must be installed prior to issuance of a Certificate of Occupancy.
12. Developer must post a 2-year letter of credit for 25% of the interior sidewalks based on a certified

engineer's cost estimate. This letter of credit may be reduced as sidewalks are built and will be redeemed at the end of the 2-year period for construction of any sidewalks along vacant lots.

13. Street lights must be installed at the entrance, intersections, end of cul-de-sacs and not more than 400' apart throughout the subdivision or provide the city planner with a copy of the contract for placement of the lights. If the lights you wish to install use a mogul-based bulb with a 100w HPS Carroll Electric will replace any burnt-out lights. If the lights you choose do not use that type of bulb and you do not provide standard Carroll Electric poles, then the property owner and/or homeowner's association will be responsible for replacement of the lights and poles. Any custom light poles that the electric utility will not maintain will be the responsibility of the property owner or POA.
14. Streets must be built to city standards with curb and gutter and sidewalks installed or a letter of credit posted prior to City Council acceptance of the final plat.
15. Dedicate a total of 25 feet of right-of-way from the centerline of Honeysuckle Lane.
16. The developer must rebuild one half of Honeysuckle Lane, 25 feet from the centerline to city street standards including all drainage improvements, sidewalks and curb and gutter. This is a complete rebuild from centerline; a cash bond will be accepted in lieu of construction.

17. Provide a 1-year maintenance bond in the amount of fifty percent (50%) of the actual construction cost for the street and storm drainage improvements prior to City Council acceptance of the final plat. The bond shall be in effect for a period of one (1) year from the date of the final inspection.
18. Provide the city planner with a draft of the proposed covenants prior to City Council acceptance of the final plat. Recorded covenants will be required prior to issuance of a building permit.
19. Street signs and stop signs must be cash-bonded prior to City Council acceptance of the final plat. Every “T” intersection will require 1 street sign and every “cross” intersection will require 4 street signs. Stop signs must be shown on the plan and in place prior to building permits being issued. The amount for the cash bond will be determined at time of final inspection.
20. All finished floor elevations must be a minimum of one foot above curb level and shown on the lot on the final plat.
21. All finish floor elevations for lots in the flood plain must be two feet above the base flood elevation and shown on the lot on the final plat.
22. Developer to contact the U.S. Postmaster at 401 No. 8th St. to schedule type of mail delivery.
23. The owner/developer will be responsible for any upstream or downstream flooding as a direct result of this development.

24. THE FOLLOWING ITEMS ARE REQUIRED PRIOR TO CITY COUNCIL ACCEPTANCE OF THE FINAL PLAT:
- 25. Provide a drainage certification by the engineer of record**
- 26. All letters of credit must be renewable annually until the required construction is complete. The City must provide written documentation to the Bank that the Letter of Credit may be released**
- 27. Post a letter of credit for the rebuild of Honeysuckle Lane including sidewalks**
28. Post a 2-year letter of credit for 25% of the unbuilt interior sidewalks
29. Add a street light to the Stoney Point Drive entrance & Broadway St. entrance
30. Add stop signs
31. Provide a 1-year maintenance bond in the amount of fifty percent (50%) of the actual construction cost for the street and storm drainage improvements
32. Provide a draft of the POA covenants
33. Provide a check in the amount of \$1920.00 for street signs and stop signs
34. Provide the city planner with a copy of the contract for placement of the street lights if they have not been installed by the developer

- 35. Construction debris must be cleared from all stormwater structures and verified by a site inspection from the planning department
- 36. Provide the required information on the Rogers Monument Documentation Form
- 37. Provide the city planner with a copy of the final plat, utility plan and set 2 GPS reference points tied to the Rogers Monument System on compact disk formatted for AutoCAD 2004
- 38. Provide the City Clerk with 25 paper copies & an electronic copy of the ordinance that allows the City Council to accept the final plat by noon the day after Planning Commission

Approved.

Motion by Thrasher, second by Campbell to recommended the approval of the Final Plat subject to the conditions as listed.

Roll Call: Unanimous – Yes. **Motion carried.**

(Agenda Item #3)

Request by Sno Crazy for temporary concession trailer at 451 W. Hudson Road in the C-2 (Highway Commercial) zoning district

There was no one present at the meeting to represent this item.

Motion by Shupe, second by Mills to table this item until the next meeting.

Voice vote: Unanimous. **Motion carried.**

There being no further business, the meeting adjourned at 4:50 P.M.

ATTEST

APPROVED

Susan Mills, Secretary

Jim White, Chairman