

**Maryville Planning Commission
April 28, 2008**

Regular Meeting

The regular meeting of the Maryville Planning Commission was called to order at 7:00 p.m. on April 28, 2008 in the Village Hall by Chairperson R. Covarrubias.

Roll Call

Members Present: R. Covarrubias, D. Drobisch, M. Floyd, S. Frey, D. Keene, T. Nemsky,
Members Absent: C. Vincent
Additional Attendees: J. Dutton, K. Flaughner, L. Gulledege, R. Limberg

Approval of Minutes

Chairperson Covarrubias called for a review of the minutes from the March 24, 2008 meeting. D. Keene made a motion to approve the minutes as presented. The motion was seconded by T. Nemsky. Motion carried all ayes.

New Business

Recommendation of Final Development Plan – Maryville Medical Center for McRae Midkiff

Chairperson Covarrubias asked if all fees had been paid as required. K. Flaughner stated that they had and stated that the Planning Commission had recommended preliminary plan approval on October 22 followed by approval from the Village Board on November 7, 2007.

Chairperson Covarrubias called attention to the review letter dated April 28, 2007 from Juneau Associates, Inc., P.C. noting that the revised plans submitted by the developer addressed all previous comments and that there were no additional comments.

S. Frey inquired if the landscaping plans had been reviewed; K. Flaughner stated that he had reviewed the plans and that the final development plan was in compliance.

K. Flaughner noted that the previous plan was for two buildings, three stories tall. The present plan is for one three story building.

Jim Hegger, Engineer and Dan Hurford, Architect was present for the developer. A drawing was presented showing an all brick structure with contiguous glass on the third level.

Chairperson Covarrubias asked K. Flaughner if there were any issues related to fire / ambulance accessibility. K. Flaughner stated that there were none.

J. Dutton stated that the developer should provide the Village of Maryville a recorded sidewalk easement as currently recorded on the plans prior to the Village Board meeting. Mayor Gulledege stated that the Village has plans for sidewalks on both sides of Vadalabene Drive as improvements are made.

R. Covarrubias made a motion to recommend to the Village Board the approval of the Final Development for the Maryville Medical Center noting the review memo dated April 28th from Juneau and Associates, Inc., P.C. The motion was seconded by S. Frey. Roll Call: Covarrubias-aye; Drobisch-aye; Floyd-aye; Frey-aye; Keene-aye; Nemsy-aye. Motion carried all ayes.

Recommendation of Final Development Plan – Lots 1, 2, and 3 – Executive Plaza

Joe Osborn, Developer was present to answer any questions from the Planning Commission.

A review memo dated April 22, 2008 was received from Juneau Associates, Inc., P.C. The following deficiencies were noted:

1. No landscape Plan had been submitted.
2. No lighting plan had been submitted.
3. The handicapped parking spaces still have slopes up to 14% which is unacceptable by the ADA and the Village.

D. Drobisch made a motion to table any action until the deficiencies had been corrected by the developer. Motion was seconded by S. Frey. Roll Call: Covarrubias-aye; Drobisch-aye; Floyd-aye; Frey-aye; Keene-aye; Nemsy-aye. Motion carried all ayes.

Recommendations of Final Development Plan – 159 Strip Center

Forrest Lerch, developer was present to answer any questions from the Planning Commission.

A review memo dated April 22, 2008 was received from Juneau Associates, Inc., P.C. in which 26 comments / deficiencies were noted. The engineer for the developer, Netemeyer Engineering Associates, Inc. responded to the Juneau memo on April 27th and presented revised plans at the meeting tonight. J. Dutton stated that the revised plans were not received in time to be reviewed for the meeting tonight.

M. Floyd made a motion to table any action until Juneau Associates, Inc., P.C. has had time to review the revised plans submitted by the developer. Motion was seconded by D. Drobisch. Roll Call: Covarrubias-nay; Drobisch-aye; Floyd-aye; Frey-aye; Keene-aye; Nemsy-aye. Motion carried 5 ayes – 1 nay.

Request for Variances – 159 Strip Center

Forrest Lerch, developer was present to answer any questions from the Planning Commission.

Discussion followed concerning the 4 variances that the developer requested. It was mutually agreed that action would be tabled on the variances and that the developer would re-draw and re-submit the plans for review.

Discussion of Proposed Changes in Submittal Documents Requiring CAD Format

K. Flaughter stated that the change requested to Village ordinances 154.103 and 156.029 are required to get an ISO certification/inspection and possibly lower fire rating for the Village. The change would require the submission of plats/plans in an electronic CAD format or a format specified by the Village Engineer. The Village has already purchased the required CAD viewer software.

Other Business

Landscaping Ordinance Enforcement

Chairperson Covarrubias questioned if the Landscaping Ordinance requirements were being enforced. Specifically, R. Covarrubias questioned whether or not the developers were meeting their requirements for landscaping and if the ordinance was being enforced.

K. Flaughter stated that he reviews the landscaping plans prior to issuing the occupancy permit. However, he does not withhold the occupancy permit if all of the landscaping requirements are not met. Weather conditions may not permit the planting required. K. Flaughter stated that there are things that are being missed.

L. Gulledge stated that the owner should be required to sign a document stating that they will adhere to the final plan and complete the landscaping requirements within the next six months in order to receive the occupancy permit prior to completion. Clearly the Village needs to follow-up on this issue and require a completion bond by the developer, if necessary.

.PDF E-mail of Agenda, Plans, etal.

K. Flaughter inquired if it would be acceptable to begin e-mailing the agenda, plans, minutes, etc. in .PDF file format as they are submitted by the developers. R. Covarrubias stated he would prefer to receive them via e-mail as long as the resolution was sufficient.

It was agreed to run parallel for a period of two months, using both e-mail and snail mail.

L. Gulledge again stated that the plans presented by the developers should be projected on the wall at each meeting along with the paper plans before the Planning Commission members. In this manner, everyone will be well informed regarding what is being discussed and the meeting will move along in a more orderly fashion.

There being no further business to discuss, D. Drobisch made a motion to adjourn the meeting at 8:25 p.m. The motion was seconded by M. Floyd. Motion carried – all ayes.