

CITY OF FREMONT
MINUTES OF THE REGULAR PLANNING COMMISSION MEETING

Tuesday, March 24, 2009
Fremont City Hall

Call to Order: A regular meeting of the City of Fremont Planning Commission was held in the Council Chambers at the Fremont City Hall on Tuesday, March 24 2009. The meeting was called to order at 4:02 PM.

Present: Chair Don Henry and Commissioners Jack Butterick, Dennis Caplis, Jane Drake, Marcia Eib, Jim Sloan and Lon Vredeveld

Absent: Jim Krouse and Peg May

Dennis Caplis arrived at 4:55 p.m.

City Officials Present: Michele Ribant, Fremont Zoning Administrator

Approval of the Meeting Agenda

A motion was made by Lon Vredeveld, seconded by Jim Sloan and carried to approve the agenda as presented for the March 24, 2009 meeting.

Approval of the Fremont Planning Commission Minutes

A motion was made by Jane Drake, seconded by Jack Butterick and carried to approve the minutes from the February 24, 2009 Regular Planning Commission meeting.

Site Plan Review – Addition to Dental Office (327 Apache Drive)

Maureen Taggart outlined to the Commission that she and her husband, Dr. Taggart, are proposing to add a 16' x 26' or 416 sq. ft. addition onto an existing 2510 sq. ft. office building, which is used as a dental office. The office is located in the Mixed-use District. It was explained that they are proposing that the addition be one story even though the Code requires two stories; therefore, a deviation was being requested so that the addition could be one story, which is in keeping with the height of the rest of the building. Ms. Taggart said the addition will be made of the same brick as the existing building and that the roof will use the same shingles. She said new landscaping will blend with the present plantings.

Michele Ribant said the Commission needs to review the guidelines on deviations as outlined in the Code and as also outlined in the staff report to make sure that any decision made in terms of the request for a deviation from the required 2 stories to 1 story is within the guidelines. Ms. Ribant said that the applicant needs to provide one more handicap parking space to satisfy Code requirements, and Ms. Taggart indicated that they intended to re-strip the parking lot to include

one more handicap parking space. Ms. Ribant said all other Code requirements have been satisfied.

A motion was made by Jane Drake, seconded by Jack Butterick and carried to approve the height deviation request for the 416 sq. ft. addition from the required two stories to the requested one story and to approve the site plan for the 416 sq. ft. addition onto the existing 2510 sq. ft. office building in the Mixed Use District in relation to the subject property located at 327 Apache Drive with the following condition:

- That an additional handicap parking space be added for a total of two handicap parking spaces

Discussion on Uses in the Downtown Main District

Chair Henry explained that at the last meeting the Commission directed staff to look into ways to accommodate new offices downtown and yet still promote retail. The Commission was provided with proposed Code language that would allow office uses on the ground floor as a Special Use in the Downtown Main District with standards. These standards are as follows:

SPECIAL USE REQUIREMENTS

Requirements: In approving a special use for an office use on the ground floor, the Planning Commission and the City Council shall find that all of the following standards are met:

- The structure containing the office use shall maintain a retail character with ground floor display windows, facades, signage and lighting similar in nature to and compatible with that provided by retail uses.
- If a building has Retail or Personal Service or Entertainment Uses and Office uses, the Retail/Personal Service/Entertainment Uses shall be located in the storefront, adjacent to the sidewalk.
- The employees of the subject office are required to park in the public parking lots – not in on-street parking spaces.

After some discussion, a motion was made by Jim Sloan, seconded by Jack Butterick to approve the proposed code amendment that would allow office uses on the ground floor in the Downtown Main District as a Special Use with the standards as outlined above and with the added standard that an office could only reside on the ground floor in a building in the Downtown Main District if the linear footage of a building's front façade does not exceed 28 linear feet; the motion was defeated. The Commission requested that staff look into whether including such a standard would be in keeping with what was allowed under the state enabling act.

Unfinished Business - Update on the Fremont Metal and Paper Plan

Michele Ribant reported that an amended site plan for the Fremont Metal and Paper Supply Co. has been submitted to the City, and she provided the owner with a written report addressing outstanding issues. She indicated that the main issue that is left to be resolved is appropriate screening for the subject site. She indicated that she informed the applicant that he needed to bring forth his site plan this spring. It was recommended by the Commission to give the applicant until June 1, 2009 to do so in order to be able to obtain a building permit under the old code; it was also suggested that he be given 18 months to start building. The Commission advised staff to work with the owner to try to accommodate his needs with regard to the time

frame for project approval. Ms. Ribant indicated the City is still exploring the option of moving Fremont Metal and Paper Company to the Fremont Industrial Park.

Next Meeting

April 28, 2009
Fremont City Hall
Council Chambers
4:00 PM

Adjournment

There being no further business of the Planning Commission, the meeting was adjourned at 5:12 PM.