

CITY OF FREMONT
MINUTES OF THE REGULAR PLANNING COMMISSION MEETING

Tuesday, May 26, 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, May 26, 2009. The meeting was called to order at 4:03 PM.

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

City Officials Present: Michele Ribant, Fremont Zoning Administrator
Todd Blake, Fremont Finance Director

Approval of the Meeting Agenda

A motion was made Dennis Caplis, seconded by Lon Vredeveld and carried to approve the agenda as presented for the May 26, 2009 meeting.

Approval of the Fremont Planning Commission Minutes

A motion was made Marcia Eib, seconded by Jim Krouse and carried to approve the minutes from the April 28, 2009 Regular Planning Commission meeting.

Public Comment

There was no public comment.

Review of Capital Improvement Project Schedule FY 2008-2012

Todd Blake reviewed the Capital Improvement Project Schedule with the Commission and fielded questions. No recommendations for change to the schedule were made.

Discussion on Uses in the Downtown Main District

Michele Ribant reported she consulted with LSL Planning in terms of adding the following requirement as part of the proposed Special Land Use permit requirements in relation to having offices located on the ground floor in the Downtown Main District, other than the ones that are already a permitted use:

- The ground floor occupation width of the building containing the office use shall not exceed 28 feet

Ms. Ribant said that LSL Planning felt as long as the following language was added in the Downtown Main District regulations, this requirement would be appropriate:

Intent of the Office Use Regulations in the Downtown Main District: Because of the historic retail and entertainment character of Downtown, Fremont, office uses on the first floor within the Downtown Main District are restricted. In order to promote uses that encourage downtown vitality, pedestrian activity and uses that encourage visits to multiple businesses, offices (which generally result in single purpose trips and less pedestrian activity) on the ground floor are limited only to those offices that existed on the adoption date of this Ordinance and those additional offices allowed by Special Land Use, provided that all of the use restrictions, requirements and standards of review are met.

The Commission discussed whether 28 ft. should be the cut-off for the proposed standard. Ms. Ribant provided the Commission with the linear frontage of the storefronts downtown. The Chair reviewed with the Commission the analysis that City staff prepared. After some thoughtful discussion, the Commission decided that 23 ft. should be the cut-off.

A motion was made by Jane Drake, seconded by Jim Sloan and carried to set a public hearing for the following proposed amendment to the Downtown Main District Regulations:

Downtown Main District Regulations

Note: The following sections to be added:

USE

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Special Land Use

Offices located on the ground floor, other than permitted uses

Use Restrictions and Requirements

- The ground floor occupation width of the building containing the office use shall not exceed 23 feet.

- 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 Sales, Personal Service or Entertainment & Recreation Uses in addition to 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 spaces.

It was decided that the public hearing for this proposed amendment to the Fremont City Code would be held at the July 28, 2009 Planning Commission meeting.

Discussion on Signs

After a long discussion on signs, including portable signs, signs for churches and special event signs, it was decided that staff should come back to the next meeting with some recommended language for these types of signs based upon the feedback the Commission gave at the meeting.

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. will be provided to the City Council at its June 23, 2009 meeting.

New Business

There was no new business.

Commissioners' Update

Jane Drake reviewed the handout entitled "Experience Hierarchy" with the Commission. She explained that it outlines the steps needed by communities to take their City from a City where people have a poor experience to one where they have a great experience and the community would be considered a great city.

Staff Update

Michele Ribant reported that at the July 28, 2009 Fremont Planning Commission meeting, the Commission will be asked to conduct a site plan review for the Nestle/Gerber Child Development Center.

New zoning ordinance books were handed out to the Fremont Planning Commissioners. The books were up-to-date in that they contained all the updated regulations through 12-22-08.

Next Meeting

June 23, 2009
Fremont City Hall
Council Chambers
4:00 PM

Adjournment

There being no further business of the Planning Commission, a motion was made, seconded and carried to adjourn the meeting at 5:55 PM.