

LIBERTY PLANNING AND ZONING COMMISSION

January 14, 2025

Meeting Summary

7:00 p.m.

I. Call to Order

The Liberty Planning and Zoning Commission met on Tuesday, January 14, 2025. A quorum being present, Chairman Rosekrans called the meeting to order at 7:00 p.m.

II. Roll Call

Commission members in attendance were: Judy Dilts, Walt Holt, Amy Howard, Ken Personett, Tom Reinier, Dee Rosekrans, Donald Summers, and Ann Waterman. Representing staff were: Katherine Sharp, Director of Planning & Development; Mike Peterman, Assistant Director of Planning & Development; Kyle McGinnis, Planner; and Joshua Martinez, Public Works Project Engineer. Four members of the public were in attendance.

III. Approval of Minutes

Chairman Rosekrans asked if there were any questions or comments related to the minutes from the November 13, 2024 meeting.

Commissioner Summers moved to approve the regular session minutes from the November 13, 2024 meeting and Commissioner Howard seconded the motion. The minutes were approved 7-0-1 (Commissioner Holt abstained).

IV. Election of Officers

Commissioner Dilts nominated Dee Rosekrans for Chairman of the Planning Commission, seconded by Commissioner Waterman. The nomination was approved 7-0-1 (Chairman Rosekrans abstained).

Commissioner Holt nominated Tom Reinier for Vice Chairman of the Planning Commission, seconded by Commissioners Dilts. The nomination was approved 7-0-1 (Vice Chair Reinier abstained).

V. Public Hearing Cases

A. PZ Case 25-05A: Amendments to the Unified Development Ordinance (UDO) section 30-98.3 pertaining to riparian buffer zones.

Ms. Sharp presented the proposed UDO amendment to the commission as described in the staff report.

Chairman Rosekrans asked if the commission had any questions of staff.

Commissioner Personett asked whether approval from FEMA would still be required as part of this amendment. Ms. Sharp stated that yes, FEMA's requirements and process would remain. Commissioner Personett asked who this amendment would apply to. Ms. Sharp stated that the amendment would be allowed for any property owner, not only developers of large land areas.

Commissioners Summers asked what constitutes "fill." Mr. Martinez stated that fill is assumed to be soil and is brought to a site from elsewhere to be used in changing the topography of a site. Commissioner Summers asked whether this amendment should define what "fill" is. Ms. Sharp said that FEMA's definition for fill is, *Material such as soil, gravel, or crushed stone which is*

dumped in an area and to increase the ground elevation. Fill is usually placed in layers and compacted.

Chairman Rosekrans asked if the commission had any further questions for staff. Seeing none, he opened the public hearing and asked if there were any persons in the audience that would like to speak for or against the proposed plan. Seeing none, he closed the public hearing.

Chairman Rosekrans asked if the commission had any further questions for staff. Seeing no additional questions, Chairman Rosekrans asked for a motion. Prior to the motion,

Action: Commissioner Holt moved to approve the case as presented in the staff report, Commissioner Summers seconded the motion.

Vote: Motion passed 8-0-0

Yes: All

No: None

Abstain: None

Chairman Rosekrans said the case would be heard in front of the City Council on Monday, January 27, 2025.

B. PZ Case 25-01FDP: Final Development Plan for Ford. A 400k sf addition to the existing Stamping plant 2401 Plummer Rd with two variance requests.

Mr. McGinnis presented the proposed Final Development Plan to the commission as described in the staff report.

Chairman Rosekrans asked if the commission had any questions of staff.

Commissioner Summers asked if the site already has a security fence, and whether the variance relating to fence height was for an existing fence, or a new fence to be constructed. Ms. Sharp stated that a security fence is already on the property, but deferred to the applicant's representative to provide more specific details.

Dale Barger, Ford representative, introduced himself to the Commission. Mr. Barger stated that a fence does exist on the property already along Hughes Road, and that the fence shown on the plans would be interior to that fence and taller.

Commissioner Holt asked why the applicant was requesting a variance from the fence requirements of the UDO. Mr. Barger stated that Ford's security standards call for six-foot chainlink fences topped by a foot of barbed wire, as requested/proposed.

Commissioner Holt asked why Ford was requesting a variance from the Code's landscaping requirements. Mr. Barger stated that any new landscaping would not likely be well-maintained, and that Ford felt it more appropriate to provide funds for the City to properly install and care for trees elsewhere.

Chairman Rosekrans asked if the commission had any further questions for staff or the applicant's representative. Seeing none, he opened the public hearing and asked if there were any persons in the audience that would like to speak for or against the proposed plan. Seeing none, he closed the public hearing.

Chairman Rosekrans asked if the commission had any further questions for staff. Seeing no additional questions, Chairman Rosekrans asked for a motion.

Action: Commissioner Waterman moved to approve the case as presented in the staff report

and including the requested variances, Commissioner Reinier seconded the motion.

Vote: Motion passed 8-0-0

Yes: All

No: None

Abstain: None

Chairman Rosekrans said the case would be heard in front of the City Council on Monday, January 27, 2025.

V. Cases

A. PZ Case 25-04FDP-A: Amended Final Development Plan for Fulkerson Cottages to change gated emergency access to full access at W. Liberty Dr. and Fulkerson Cir.

Mr. McGinnis presented the proposed Final Development Plan to the commission as described in the staff report.

Chairman Rosekrans asked if the commission had any questions of staff.

Commissioner Personett asked why this case was not given a public hearing. Ms. Sharp stated that the UDO does not require Planned Developments to go through a public hearing process for amendments of this nature, and so staff could not require it.

Commissioner Personett asked why the gate had been originally proposed if the applicant was requesting to remove it now. Ms. Sharp recalled that during the original review of this Planned Development, neighboring property owners voiced concerns about increasing traffic on Fulkerson Circle, and so the applicant agreed to provide a gate to limit the use of the access point to emergency vehicles. She said she would defer to the applicant to explain the need to now remove it.

Commissioner Personett noted that there appeared to be a retaining wall shown on the plans provided that had not yet been installed on the site despite the other landscaping elements being present. Mr. Martinez said he would look into this.

Spencer Thomson, of 1207 Campbell Avenue and Thomson, LLC, introduced himself as the applicant. Mr. Thomson explained that the gate was originally included as a compromise with concerned neighbors, but that the topography of the site and proximity to Fulkerson Circle both made its inclusion difficult. Mr. Thomson stated that he believed removing the gate would improve connectivity for motorists in the area, which can be important for senior communities who may be visited by emergency services more often than the average neighborhood. Regarding the retaining wall mentioned by Commissioner Personett, Mr. Thomson stated that as the project progressed the project engineers redesigned the topography of the site to eliminate the need for the retaining wall.

Chairman Rosekrans asked if the commission had any further questions for staff. Seeing no additional questions, Chairman Rosekrans asked for a motion.

Action: Commissioner Holt moved to approve the case as presented in the staff report, Commissioner Dilts seconded the motion.

Vote: Motion passed 8-0-0

Yes: All

No: None

Abstain: None

Chairman Rosekrans said the case would be heard in front of the City Council on Monday, January 27, 2025.

VI. Public Comments

There were no other members of the public present who wished to make public comments.

VII. Other Business

Chairman Rosekrans asked for updates from staff regarding recent administrative approvals or other ongoing projects.

Mr. Peterman stated that the Ford Stamping Plant received administrative approval for additional marshalling spaces, and that staff had approved a couple of larger lot splits on properties on B Highway. In addition, staff administratively approved a lot split to adjust a property line in Ella's Crossing.

Chairman Rosekrans asked staff if any upcoming projects would be coming before the Commission in February. Ms. Sharp stated that an industrial project on Leonard Street may be ready to come forward for the Commission's February meeting, and that staff was expecting an update from Liberty Aggregate, which plans to convert their underground limestone mine into storage and commercial space.

VIII. Future Meeting Schedule

- a. Regular Session – Tuesday, February 11, 2025 at 7:00 p.m.
- b. Regular Session – Tuesday, March 11, 2025 at 7:00 p.m.

IX. Adjournment

Commissioner Holt moved to adjourn, Commissioner Dilts seconded. Chairman Rosekrans adjourned the meeting at 7:45 p.m.