



## PLANNING COMMISSION MEETING MINUTES

Date: Wednesday June 11, 2025  
 Time: 4:00 p.m.  
 Location: Council Chambers, City Hall, 1 East Franklin Street  
 Attendance:

Name	In-Person	Remote	Absent
Christina Davis, Chairperson			X
James W. Stone, Vice Chairperson	X		
Judy Wheeler	X		
Ronald Thomas			X
Tamara Martinez	X		
Fred Nugent	X		
Sean Flaherty, Ex Officio			X
<b>Staff</b>			
S. Bockmiller, Deputy Director for P&Z, DPED	X		
K. Broche, Planner	X		
M. Revilla, Recording Secretary	X		
T. Schwartz, Student Intern	X		

### Call to Order and Instruction from the Chair –

The Chair called the meeting to order at 4:06 p.m.

Introduction of new Planner, Kristian Broche and Tzivia Shwartz, summer intern.

### Approval of Minutes –

None.

### Consent Agenda –

None.

### Development Review –

SA-2025-03 – Wheaton Park Stage, Sumans Avenue (W. Killinger, City Engineer's Office)

This site plan is for the construction of a new performance stage along the west edge of Wheaton Park as part of the ongoing renovations of that city facility. The stage is 28'x21' (roughly the footprint of a three-car garage) with a cantilevered roof. Some of the ground in front of the stage will be re-graded to create a flat lawn seating area. A bituminous 10-foot-wide path will connect Sumans Avenue to the side of the stage so support vehicles can drive up to it, and the path will also connect to existing foot paths through the park. New trees and landscaping will be located between Sumans Avenue and the path.

The applicant requests approval of an alternate landscaping plan. Given this is park landscaping, and the fact that most of the landscaping requirements in the Land Management Code apply predominantly to new parking areas which are not being created in this situation, staff have no objection to approval of an alternate landscaping plan.

Motion - Mr. Nugent moved to approve the site plan subject to water, wastewater, and code department comments. Ms. Wheeler seconded. The motion passed with a vote of 4-0-0.

#### **S-2025-05 – Minor Subdivision Plat for two lots – 160 South Prospect Street (F. Frederick, FSA)**

The property is in the RMED Zoning District, and is located in the Prospect Street Historic District.

The plat is for dividing an existing lot of record into two lots for the purpose of constructing two semi-detached dwellings.

In the planning for this construction, the Historic District Commission requested/directed the applicant to design the building so it looked less like a duplex - which are not common in that historic district) and more like a single -family home. They accomplished this by having the front entrance on the side of the left (north) unit. There will be one front door facing the street, which will be access to the right (south) unit.

In response to the Historic District Commission's direction, the design they needed to provide found it created a front (side) porch extending up to 1.42 feet into the 5-foot side setback. The applicant applied to the Board of Zoning Appeals and was granted a variance for a small portion of the porch to extend into that side setback in case Z-2025-03.

Driveway access will be from the rear alley, consistent with the character of the historic district and the policies set forth in the Land Management Code to prioritize driveway access from alleys when alleys are present. A common driveway will straddle the new interior lot line and easements on the plat state that maintenance of the driveway is the joint responsibility of the two lot owners.

Nick Hodges was present to address questions that the Commission had regarding driveway access and square feet of each house and removal of a large existing tree in the front of the property.

Motion – Ms. Wheeler moved to approve the plat subject to comments of Water and Wastewater. Mr. Nugent seconded. The motion passed with a vote of 4-0-0.

#### **S-2025-06 – Resubdivision of commercial lot – 89 All Star Court (G. Nagel, Fox and Associates)**

This plat is for the creation of a 1.35-acre lot to the south of the dual hotel building recently constructed on the west side of All Star Court. The property was developed showing a commercial building in the area where the lot is proposed - to be on the same lot as the hotels. This subdivision will divide this area off so another commercial use can be constructed at this location on its own lot.

The previous subdivision had a reserved area along the south property line. This was for the right of way for a new road to connect to the adjacent farm property which is outside of current city limits. It was proposed in anticipation that at some point that farm to the west would be developed and the Land Management Code encourages connections to adjacent undeveloped lands.

The Applicant requests abandonment of this dedication. The City Engineer has stated that given the developing traffic patterns in the area driven by the development of Trolley Drive, and the fact that there is a significant topographic drop on the adjacent farm property where the dedicated area abuts that property, it is unlikely that such a connection will be needed or practical to build. Therefore, although the Subdivision and Land Development Ordinance stresses connection to possible undeveloped adjacent lands to prepare for future development, retaining the dedication in this particular case serves no real purpose.

George Nagel addressed the question about the access easement.

Motion - Ms. Wheeler moved to approve the subdivision plat subject to Planning's one condition that the file number is completed in the bottom right-hand corner of the first page of the plat. Mr. Nugent seconded. The motion passed with a vote of 4-0-0.

Workshops --

None.

New Business --

Review of June 12 Board of Zoning Appeals Agenda. Mr. Stone asked if all the proposed additions were on the plan submitted for the property located at 633 West Franklin Street. Mr. Bockmiller confirmed that they were.

Old Business --

None.

Announcements --

None.

Adjourn --

Mr. Nugent moved to adjourn, and Ms. Martinez seconded. The meeting was adjourned at 4:36 p.m.

  
Mary Revilla, Recording Secretary

7.30.25 - approved