

**ANDOVER PLANNING COMMISSION
SUBDIVISION COMMITTEE
December 9, 2008
Minutes**

The Andover City Subdivision Committee met for a regular meeting on December 9, 2008 at 909 N. Andover Road in the Andover Civic Center. Chairman Lynn Heath called the meeting to order at 5:30 p.m. Other members present were John Cromwell and Jan Cox. Others in attendance were Director of Public Works and Community Development Les Mangus, City Administrator Sasha Stiles and Administrative Secretary Kandace Hunt.

Call to order

Review the minutes of the August 12, 2008 Subdivision Committee.

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Jan Cox made a motion to approve the minutes as presented. John Cromwell seconded the motion. Motion carried 3/0.

Communications:

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Review the minutes of the October 14, 2008 and October 28, 2008 City Council meetings. The minutes were received and filed.

Review the minutes of the October 21, 2008 Planning Commission meeting. The minutes were received and filed.

Review the minutes of the October 7, 2008 Site Plan Review Committee meeting. The minutes were received and filed.

Review the Potential Residential Development Lot Report.

Review the Preliminary Planned Unit Development Plan of Andover Farm at Cedar Park Amendment #4.

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From Les Mangus' Memo: The proposed amendment changes the zoning district classification of a five acre Parcel #4 at the northeast corner of the 159th Street and 13th Street from R-2 Single-Family Residential to B-1 Office Business District. Parcel #4 would be separated from the residential neighborhood by a substantial open space reserve and the Andover Farm Lane entrance. A couple of references to the business parcel need to be added to the preliminary PUD along with providing a revised drainage plan, but otherwise Staff supports the amendment as submitted.

Phil Meyer of Baughman Company was present to represent the application.

Les Mangus informed the Committee he had just received the comments from City Planning Consultant Bickley Foster on the two agenda items and had little time to review them, but did not see any major issues. Chairman Heath asked Mr. Meyer if he saw any issues with the comments provided by Mr. Foster. Mr. Meyer said he did not.

Mr. Meyer explained the developer is creating Parcel 4 to construct an office park. Half of the office park will be the headquarters for developer Hal McCoy's businesses. Prior to making this request Mr. McCoy spoke with his partners, the builders, and they are comfortable that this will be an amenity and not hamper the development in anyway. The architectural character of the office buildings will be residential in nature and at this point the developer is only asking for access from this parcel to 13th Street. Mr. Meyer informed the Committee that the business park would be a part of the homeowners association.

Jan Cox asked where Parcel 4 would drain to. Mr. Meyer explained Parcel 4 would drain in the lake on the west side of the parcel, just as the original residential parcel had been planned to.

Mr. Meyer said he needed to speak with the developer about the restrictive covenants and asked Les Mangus what exactly needs to be provided. Les Mangus said the City Regulations say the developer is to provide a copy of the drafted covenants, but they are rarely received because developers have not drafted them at this point.

John Cromwell asked if a revised drainage plan had been received. Les Mangus said yes.

Jan Cox asked if the words parcel and phase were interchangeable. Les Mangus said no, a parcel is a zoning tract and a phase is a sequence of phases in a development.

Jan Cox reviewed errors she had found within the text of the preliminary PUD. On the last line of General Provision number eight "submitted" should be "submittal"; on the fourth line of number 14 "and" should be "an"; and on the fifth line of

number 14 “sold” should be “said”.

Chairman Heath asked Les Mangus if two entrances would be required for the parcel based on its size. Les Mangus no, but it would be nice to have access to both 13th Street and Andover Farm Lane. Access control will be discussed further with the Site Plan Review Committee. Lynn Heath asked if the Andover Farm Lane entry is a divided entry. Les Mangus said yes.

Jan Cox noted under Reserve Uses for Parcels 1 and 2, the last Reserve A usage states the “Final Planned Unit Development for the Second Phase of ‘Cedar Park Addition’ ” and asked why the reserve went with the phase instead of the parcel. Les Mangus explained the final platted recorded subdivision of Cedar Park has to be referenced in this preliminary PUD, and that reserve was part of a final recorded plat 10 years ago.

Jan Cox made a motion to recommend approval of the Preliminary Planned Unit Development Plan of Andover Farm at Cedar Park Amendment #4 by the Planning Commission contingent on the comments from City Planning Consultant Bickley Foster being addressed. John Cromwell seconded the motion. Motion carried 3/0.

Review the Final Planned Unit Development Plan of Andover Farm Office at Cedar Park.

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From Les Mangus’ Memo: The proposed final PUD is a replat of a portion of the Andover Farm at Cedar Park Phase 4 to reflect the change of zoning to B-1 Office Business District. All of Staff comments have been addressed except for the drainage plan, and restrictive covenants.

Chairman Heath asked Mr. Meyer if he had received the comments from Mr. Foster regarding the final PUD. Mr. Meyer said he had and all issues would be addressed.

Chairman Heath asked why the business district was left out of the phasing schedule for Phase 4. Mr. Meyer explained the offices do not apply to financing and the phase list is done in accordance with the City for future financing.

Mr. Meyer informed the Committee infrastructure for the sewer and water in Phase 4 is under construction.

Sasha Stiles asked if developer Hal McCoy would be paying for

the internal infrastructure for the business park. Mr. Meyer said the access to sewer and water would be available from the residential area since the business park will be a part of the benefit district. The petitions for these improvements will have to be amended because there were six to eight residential lots where the business park will be. Sasha Stiles said she was not sure extension of services for a commercial development could be done with residential money. She stated she would review the issue with City Bond Council JT Klaus.

John Cromwell made a motion to recommend approval of the Andover Farm Office at Cedar Park Planned Unit Development Plan by the Planning Commission contingent on the comments of City Planning Consultant Bickley Foster being addressed. Jan Cox seconded the motion. Motion carried 3/0.

Member items: John Cromwell noted the street light at Big Cedar Court and Logan Pass in Montana Hills has been out for over a month and asked who it could be reported to. Les Mangus said street light outages can be reported to City staff. Kandace Hunt noted the street light had been reported to Butler Rural Electric, but would be reported again. Member Items

Jan Cox made a motion to adjourn the meeting at 6:05 p.m. John Cromwell seconded the motion. Motion carried 3/0. Adjourn

Kandace Hunt
Administrative Secretary

Approved this 10th day of January 2009 by the Andover City Subdivision Committee, City of Andover.