

**ANDOVER PLANNING COMMISSION
SUBDIVISION COMMITTEE
March 12, 2013
Minutes**

The Andover City Subdivision Committee met for a regular meeting on March 12, 2013 at 1609 E. Central Ave. in the Conference Room 1, Andover City Hall. Chairman Lynn Heath called the meeting to order at 5:35 p.m. Other members present were Ken Boone. Others in attendance were Director of Public Works and Community Development Les Mangus, City Administrator Sasha Stiles, Assistant City Administrator Jennifer McCausland, Assistant Director of Public Works Steve Anderson and Administrative Secretary Daynna DuFriend. Member Lee Butler was absent.

Review the minutes of the February 12, 2013 Subdivision Committee.

Ken Boone made a motion to approve the minutes as presented. Lynn Heath seconded the motion. Motion carried 2/0.

Communications:

Review the minutes of the January 29, 2013 and February 12, 2013 City Council meetings. The minutes were received and filed.

Review the minutes of the December 4, 2012 Site Plan Review Committee meeting. The minutes were received and filed.

Review the minutes of the January 15, 2013 Planning Commission meeting. The minutes were received and filed.

Review the Potential Residential Development Lot Report.

Review of Preliminary Plat for the Andover Farm Estates.

From Les Mangus' Memo: As discussed with the abandonment of the Andover Farm at Cedar Park PUD on the subject property, the developer desires to plat some large estate lots on a private road. The proposed plat is otherwise in compliance with the Subdivision Regulations requirement for access to a public road. The private road can be approved by the Planning Commission taking exception to the standards in the motion to approve. Staff supports the plat as presented.

Phil Meyer, Baughman Company, was in attendance.

Ken Boone asked if the public improvements and drainage plan have been taken care of.

Les Mangus replied that these are in progress.

Ken Boone made a motion to recommend the Andover Planning Commission approve the Preliminary Plat for Andover Farm Estates as presented contingent upon resolution of items D2 and D3 listed under comments on checklist for contents and the private road. Chairman Heath seconded the motion. Chairman Heath asked if there was any further discussion. There was none. Motion carried 2/0.

Review of the Final Plat for Andover Farm Estates.

From Les Mangus' Memo: The proposed final plat reflects the subdivision with a private road access from 13th St. to the individual lots. Staff supports the approval of the final plat.

Phil Meyer, Baughman Company, was in attendance.

Ken Boone made a motion to recommend the Andover Planning Commission approve the Final Plat for Andover Farm Estates as presented contingent upon resolution of items D2 and D3 listed under comments on checklist for contents and the private road. Chairman Heath seconded the motion. Chairman Heath asked if there was any further discussion. There was none. Motion carried 2/0.

Review of the Final Plat for Andover Farm at Cedar Park-Sixth Phase.

From Les Mangus' Memo: The proposed final PUD plan reflects a slight change to the street layout of the preliminary plan but is in Staff's opinion not a variance from the intent of the original plan. Staff supports the approval of the final PUD plan.

Phil Meyer, Baughman Company, was in attendance.

Mr. Meyer explained that only Lot 1, Block B is part of this phase six. The two cul-de-sacs to the west, shown in the preliminary PUD, were removed.

Ken Boone made a motion to recommend the Andover Planning Commission approve the Final Plat Andover Farm at Cedar Park-Sixth Phase as presented. Chairman Heath seconded the motion. Chairman Heath asked if there was any further discussion. There was none. Motion carried 2/0.

Review of the Final Plat for Marketplace Commercial Third Addition.

From Les Mangus' Memo: The proposed final PUD plan is the same boundary that was reviewed a few months ago, but now reflects only one lot for the apartment site. Staff supports the approval of the final PUD plan contingent on the satisfaction of the requirement for drainage and utility plans.

Jason Gish, MKEC Engineering, was in attendance.

Mr. Gish explained the City and public improvement areas along Cloud Ave.

Les Mangus stated that Steve is working with the two engineers concerning the swale. As designed now it is 9 feet deep and 4/1 slopes that are at the back door of the buildings. This swale ends up in the street right-of-way. One concern is with filling the swale in, after being soaked with water for many years, for the street construction. The other is in matching the street grade to fill the 4/1 slope to make it a street and still have a reasonable slope coming from the back of the houses. He also explained that all of the landscape along the south side of the buildings is located on the 4/1 slope. When the street is built the landscaping will be taken out and the ditch will be filled. He said he is not confident that the grading, the landscaping and future road are coordinated.

Chairman Heath also stated that if this is filled in there will be no drainage.

Sasha Stiles asked Les Mangus what his recommendation is to the Subdivision Committee.

Les Mangus replied there are a couple of days to get the drainage situation coordinated before it would go to Planning Commission for approval. One easy solution would be to not build the swale and put in storm sewer.

Ken Boone made a motion to recommend the Andover Planning Commission approve the Final Plant for Marketplace Commercial Third Addition as presented contingent upon staff satisfaction of drainage requirements. Chairman Heath seconded the motion. Chairman Heath asked if there was any further discussion. There was none. Motion carried 2/0.

Member items: No member items.

Ken Boone made a motion to adjourn the meeting at 6:00 p.m. Lynn Heath seconded the motion. Motion carried 2/0.

Respectfully Submitted by

Daynna DuFriend
Administrative Secretary

Approved this 11th day of June, 2013 by the Andover City Subdivision Committee, City of Andover.