



**Development Review
Committee Minutes
December 16, 2020
Council Chambers
2:00 PM**



I. CALL TO ORDER

Chairman Dan Matthys called the meeting to order at 2:00 PM.

Attendee Name	Title	Status	Arrived
Dan Matthys	Community Development Director	Present	
Kimberley Tracy	Public Works Director	Present	
Will Watts	Fire Chief	Present	

Staff present for this meeting was Sara Blanchard, Chief Planner; Barrett Chaix, Senior Planner; Jaqueline Holt, Planner III; Harris Berns-Cadle, Planner III and Robert Sargent, Public Information Officer.

II. MINUTES APPROVAL

1. Development Review Committee - October 28, 2020

A motion was made to approve the minutes as drafted.

RESULT:	APPROVED
MOVER:	Will Watts, Fire Chief
SECONDER:	Kimberley Tracy, Public Works Director
AYES:	Matthys, Tracy, Watts

III. PUBLIC PERIOD

Chairman Matthys opened the Public Period for non-agenda items. There being no one who wished to speak, the Public Period was closed.

IV. RECOMMENDATIONS

1. Petition No. 2020-04 (BZA) 201 Minnehaha Road

Chairman Matthys asked if the applicant had received a copy of the Staff Recommendation report and if they had any questions and or comments for DRC. The applicant confirmed receipt of the report and spoke briefly about the project and clarification of the Staff Recommendation report.

Chairman Matthys asked if DRC had any questions to the applicant. There were none.

A motion was made to forward Petition 2020-04 (BZA) - 201 Minnehaha Road request for a front and side yard setback variance, to the Board of Zoning Adjustment with a recommendation of denial based on findings that the applicant did not meet or provide sufficient evidence to meet all eight (8) requirements set forth in 7.5-113(III) of the Land Development Code as outlined in the DRC Recommendation Report.

RESULT:	APPROVED
MOVER:	Kimberley Tracy, Public Works Director
SECONDER:	Will Watts, Fire Cheif
AYES:	Matthys, Tracy, Watts

V. DECISION

1. Maitland Concourse North Lots 1 & 2 Minor Change

Chairman Matthys asked if the applicant had any questions and or comments for DRC. There were none.

Chairman Matthys asked if DRC had any questions to the applicant. There were none.

A motion was made to authorize the Community Development Director to approve the request for minor change determination for the development of Lot 2 of Maitland Concourse North for the reason that the change proposed does not result in substantial deviation from the approved development plan and development order and with the knowledge that the determination is based on the general layout and development program and does not mean that there is the approval of any of the locations or specific locations of the access points.

RESULT:	APPROVED
MOVER:	Kimberley Tracy, Public Works Director
SECONDER:	Will Watts, Fire Cheif
AYES:	Matthys, Tracy, Watts

VI. OTHER BUSINESS

None

VII. ADJOURNMENT

Chairman Matthys adjourned the meeting at 2:13 PM

Chairman

Date