



**MINUTES
ADMINISTRATIVE REVIEW COMMITTEE
MARCH 6, 2018 - 4:15 P.M.
CITY HALL
COUNCIL CHAMBER**

- 1. A meeting of the Administrative Review Committee was held in the Council Chambers, located at City Hall, 900 East Strawbridge Avenue on this date. Steve Innes called the meeting to order at 4:15 P.M.**

The following members were:

PRESENT: Steve Innes, Code Compliance Director
Keith Cunningham, Assistant City Engineer
Cheryl Dean, Planning Manager
Mary Wolak, Recording Secretary

ABSENT: Cindy Dittmer, Community Development Director
Jenni Lamb, City Engineer

- 2. Approval of Minutes of November 2, 2017.**

Moved by Dean/Innes to approve the minutes of the November 2, 2017 meeting.

Motion carried unanimously.

- 3. Mary Virginia Nall, 2840 Turtle Mound Road, Melbourne (AV-2018-01)**

A waiver was requested to reduce the sidewalk trust fund payment in lieu of constructing a sidewalk along the street frontage abutting 2840 Turtle Mound Road.

City Code Appendix B, Article IX, Section 8 (B)(4) states the administrative review committee may reduce the trust fund fee to the minimum amount required for a 75-foot-wide lot.

Ms. Dean said the property is located on the west side of Turtle Mound Road and the applicant requested a reduction in fees in lieu of constructing a sidewalk along their street frontage.

Ms. Dean said no sidewalks exist along Turtle Mound Road nor in the area and the City does not plan on building sidewalks in the near future.

Ms. Dean stated that the lot frontage along Turtle Mound Road is 132.9 feet. She said the full amount for a sidewalk trust fund payment, in lieu of constructing the

sidewalk (132.9 feet of lot frontage, minus a 16 foot paved driveway multiplied by \$30 per linear foot) is \$3,507. She said staff has determined that a typical 75 foot wide lot minus a 16 foot wide driveway is 59 linear feet, multiplied by \$30 per linear foot, would result in a fee in lieu of \$1,770.

Mr. Cunningham thought that this fits exactly within the Code provision envisioned for lots where the frontage is large and there are impediments that would prohibit the construction of sidewalks.

Mr. Cunningham asked for clarification on whether the driveway was 16 feet wide.

Mary Nall, the applicant, said it was 18 feet.

Mr. Cunningham said the fee should be adjusted to \$1,710.

There was a discussion regarding the footage of the garage and it was agreed it was 18 feet.

Elizabeth Nall of 3264 Fairview Drive, said she is building a house next to this one and asked if she will have to go through this same process in a few months. She wanted to know if there was an expedited process.

Mr. Innes said there was not.

Moved by Cunningham/Dean to approve AV-2018-01, Mary Virginia Nall, 2840 Turtle Mound Road, waiver request to reduce the sidewalk trust fund payment, in lieu of constructing a sidewalk along the street frontage abutting 2840 Turtle Mound Road, and reduce the fee to \$1,710 which is 75 feet minus 18 foot for the driveway.

Motion carried unanimously.

6. Additional Discussion.

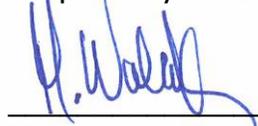
There was no additional discussion.

7. Adjournment

Mr. Innes adjourned the meeting at 4:27 P.M.

Motion carried unanimously.

Respectfully submitted,



Mary Wolak, Recording Secretary