

**TRC Meeting Minutes  
November 20, 2008  
City Hall – Council Chambers 217 S. Main Street**

**TRC Members Present:** Patrick Ritchie, Dan Mikkelson, Joe Morris, David Phillips, Lynn Raker, Preston Mitchell, Craig Powers, Bryan Alston, Jason Wilson, Janet Gapen, Jeff Leach, Jackie Grunden, Jim Behmer, Lynn Hillard, City Council Representative – Bill Burgin, and Planning Board Representative – Robert Cockerl

Guests Present: Attorney Glenn Ketner, Luke Fisher, Chuck Harris, Alex Bost, and John Leatherman

**I. Meeting called to order by TRC Chair Dan Mikkelson at 9:00 a.m.**

**II. Welcome Guests and Visitors**

**III. Approval of Minutes**

- TRC Meeting, October 16, 2008 – A motion was received from David Phillips to approve the minutes as submitted. Lynn Hillard seconded the motion. All were in favor. Minutes approved.

**IV. Adoption of the Agenda**

- Adopted by acclamation

**IV. Group Development Review**

- **G-19-07 Pinnacle Office Park Ph IV  
1900 Block S. Main Street  
Tax Map – 061 P – 071**

Zoning Administrator, David Phillips, introduced the submittal to the Committee. David referred to the site's zoning under the old code was B-1 with GDA Overlay. The proposal does meet parking, setbacks, landscaping and zoning requirements. All proposed uses must meet the current LDO code. The current district is RMX. Joe Morris asked for clarification that all sign permits would come under the LDO. David Phillips confirmed yes.

Much discussion followed regarding the proposed removal of the Rosemont Avenue substandard cul-de-sac. Lynn Hillard of the Public Works Division, stated that although the Fire Dept was ok with the removal of the cul-de-sac, the sanitation, street & leaf collection trucks all use the turn around every week. Without the cul-de-sac, the trucks would have to back down the streets several hundred feet. Lynn stated they had received notification from Richard Kelly, COS Risk Mgr., that city trucks were absolutely not allowed to back down streets for risk of injury and/or collision.

Chuck Harris, developer for the site, stated he would be willing to put back an equivalent turn around. He proposed to have the site plan revised in time for Planning Board. Dan Mikkelson said he highly recommended the revision include curb and gutter. Bill Burgin, City Council Rep., brought up for discussion the possibility of the City acquiring more property from adjacent property owners to be able to have room for the required right-of-way for a new cul-de-sac. The developer stated if he was unable to make his revision work, he would contact the City to work together on trying to purchase additional property from adjacent owners.

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Preston Mitchell inquired about a previous TRC recommendation for a pedestrian route from S. Main Street along the Private Drive. Dan Mikkelson noted the site does not physically have enough room for pedestrian access and didn't feel comfortable making a recommendation for something the developer could in no way provide.

Chuck Harris confirmed that they have been unsuccessful in previous attempts to obtain an easement from the adjoining property owners.

Lynn Raker made a motion that the Developer continue to negotiate with the adjoining property owners for an easement for the installation of sidewalk from S. Main Street. Joe Morris seconded the motion. All were in favor.

Lynn Raker brought up discussion regarding the need for the developer to use a species along the NW corner of the property to retain the slope better such as woody shrubs and trees. Several committee members discussed the intent was to keep the future waterline easement free from vegetation. A motion was made by Joe Morris that the Developer provide adequate stabilization of the steep slope using a variety of vegetation in order to protect the adjacent property.

**Action Taken: All comments and recommendations were sent to the applicant. Upon the receipt of the required revisions, the submittal will move forward to the December 9, 2008 Planning Board Meeting.**

**V. No Other Business To Discuss**

**VI. Meeting adjourned at 10:10 a.m.**