



## Planning Commission Meeting Minutes November 16, 2021

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Chairperson: Todd Culver, Presiding  
Commissioners Present: Jeremy Moritz, Susan Jackson, and Kurt Kayner  
Absent: Rhonda Giles, Kent Wullenwaber, and Roger Bristol  
Staff Present: City Administrator/Planner Michele Eldridge, and Finance Officer/Deputy City Recorder Cathy Nelson  
Meeting Location: Harrisburg Municipal Center located at 354 Smith St.

**CALL TO ORDER AND ROLL CALL:** Order was called at 7:00pm by Chairperson Todd Culver.  
**CONCERNED CITIZEN(S) IN THE AUDIENCE.** Everyone present were there for items on the agenda.

### **PUBLIC HEARING** **THE MATTER OF A HISTORIC RESOURCE ALTERATION REVIEW.**

Chairperson Todd Culver read aloud the order of proceedings, and noted the procedures for a continuance, and the process to keep the record open.

At the hour of 7:02PM, the Public Hearing was opened.

Culver asked if there were any Conflicts of Interest or any Ex Parte contacts.

None stated.

There were no rebuttals in relation to Conflicts of Interest, or Ex Parte Contacts.

Culver then read aloud the criteria that were relied upon for this land use hearing and noted additional copies of criteria near the door. He also directed the audience on how they would need to direct testimony towards the applicable criteria, and how an appeal could be made.

**STAFF REPORT:** Eldridge gave a brief background of the other applications for the same building. They are not going through with the garage door at this time. They will need to come back before the Planning Commission if they choose to move forward. They are currently going in front of the City Council regarding the window restorations. The window application will not need to come before the Planning Commission. However, the application for the door, that we are discussing today, is a big enough change that it had to come before the Planning Commission for approval.

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- The current door does not match the historical structure or aesthetics, as shown on page 18-19 of the agenda packet. The door that was installed in the 1950s does not match the door shown in the 1890s photograph. Page 15 is a sketch of the door that they are wanting to install.
- Jackson asked when the three windows on the side were added. Eldridge did not know.
- Moritz asked if the current white color was considered historical. Eldridge stated that the applicant wanted to go back to the original black door.
- Eldridge informed the Commission that Condition 1 has already been fulfilled, as our contact from the State Historic Preservation Office was happy that they were installing a period looking door similar to the original one.

**APPLICANTS TESTIMONY:** None given.

**TESTIMONY IN FAVOR, IN OPPOSITION, AND NEUTRAL TESTIMONY WAS ASKED FOR. No citizens were present, therefore there was no testimony of any kind supplied, nor were there any rebuttals.**

**The public hearing was closed at the hour of 7:21 pm.**

- **Moritz motioned to approve as conditioned, the historical (door) alteration of the I.O.O.F Building (LU 435-2021). He was seconded by Kayner. The Planning Commission then voted unanimously to approve as conditioned, the historical (door) alteration of the I.O.O.F Building (LU 435-2021) subject to conditions of approval contained in the November 16, 2021 Staff Report and after due consideration of written and oral public testimony and findings made by the commission during deliberations on the application.**

### **WORK SESSION**

**THE MATTER OF REVIEWING THE FLOOD HAZARD MANAGEMENT ORDINANCE – PROPOSED HMC 18.55.070.**

### **STAFF REPORT:**

Eldridge gave a brief background of our previous Flood Hazard Management Ordinance.

- Moritz asked if the standards in this ordinance are only for the Flood Hazard area? Eldridge said that was correct. She showed a map of Harrisburg that shows the small area in the city limits that falls in the Flood Hazard area,

Eldridge highlighted several pages in the proposed Ordinance.

- Page 42-43 in the agenda packet shows the updated language and changes from FEMA. The coastal section does not apply to Harrisburg.
- Page 61-62 was optional and will be included to address critical facilities.
- Page 63 gave the Commission the option to set the minimum height of the lowest floor of a new structure, including a basement, above BFE (Base Flood Elevation) at 1ft to 3ft. Eldridge pointed out that new homes and replacements would need to comply. The 3ft minimum would give better protection but would also increase cost. The Planning Commission decided to set the minimum height of the lowest floor, including a basement elevated above BFE at 1ft.
- Page 64 includes section D and E that address maintenance plans and Emergency Action Plans (EAP) that are not required. However, a lot of flood insurance companies are requiring it. Kayner stated that if the insurance company is requiring it, let them enforce it. Moritz agreed and added that since this is only on new

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construction, why require it. The Planning Commission decided to remove section D and E.

- Page 65 of the agenda packet addresses below grade crawl spaces. Eldridge asked the Commission if they wanted to keep the standards for those who want a crawl space or remove it and not give the option. The Commission received a visual demonstration of what was being discussed. The Planning Commission decided to leave the section and standards in and give residents the option.

**With no further discussion, the meeting was adjourned at the hour of 8:01 pm.**

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**Chairperson**

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**City Recorder**

# City of Harrisburg

## **PLANNING COMMISSION**

### **NOTICE OF DECISION**

**REQUEST:** The applicant requests approval of a Historic Alteration Permit to modify the exterior east wall 'man' door for the International Order of the Odd-Fellows Hall. The applicant is replacing the door that is not original or that matches the building with a custom door that is designed to match the original door in that location. The windows are also being restored, but do not require approval by the Planning Commission as the applicant is using the same materials and designs.

**LOCATION:** 190 Smith Street

**HEARING DATE:** November 16, 2021

**ZONING:** C-1 Commercial & H-1 Harrisburg Historic District

**APPLICANT:** Patrick & Donnell Freeman

**OWNER:** Same as Applicant

**APPEAL DEADLINE:** November 30, 2021, at 5:00 p.m.

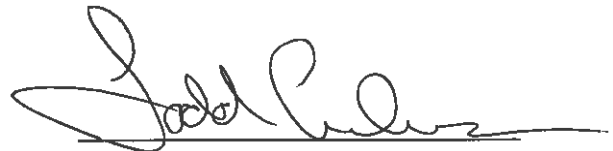
**DECISION:** The Harrisburg Planning Commission conducted a public hearing on November 16, 2021 and voted to approve the request. The Planning Commission adopted the findings contained in the Staff Report of the November 16, 2021, Planning Commission meeting, and portions of the minutes from the meeting that demonstrate support for the Planning Commission's actions.

**APPEALS:** This decision may be appealed by filing a Notice of Appeal with the City Recorder at 120 Smith Street. The Notice of Appeal should be filed by the Appeal Deadline date listed above. Specific information on the requirements for an appeal or a copy of the complete file of this land use action may be obtained at Harrisburg City Hall. There is a fee of \$750 plus actual expenses for appealing a Planning Commission decision to the City Council.

**EFFECTIVE DATE:** December 1, 2021, unless an appeal has been timely filed with the City Recorder.

**EFFECTIVE PERIOD:** Land use approvals shall be effective for one year from the date of approval. If the applicant has not begun the work or initiated the use associated with the approval within one year, all approvals shall expire. Where the Planning Commission finds that conditions have not changed, at its discretion and without a public hearing, the Commission may extend the period one time for a period not to exceed one additional year.

Unless appealed, the Historic Alteration Permit approval will expire on November 16, 2022.

A handwritten signature in black ink, appearing to read "Todd Culver", written over a horizontal line.

Todd Culver  
Planning Commission Chair

## **CONDITIONS OF APPROVAL**

- A. **Notice to be mailed to the State Historic Preservation Office:** Applicant shall be required to wait on the installation of the replacement door until the City can confirm that SHPO does not have any objections to the design.
- B. **Consistency with Plans –** Development shall comply with the plans and narrative in the applicant's proposal.