

**MINUTES**  
**MANHATTAN URBAN AREA PLANNING BOARD**  
**City Commission Room, City Hall**  
**1101 Poyntz Avenue**  
**March 17, 2014**  
**7:00 p.m.**

**MEMBERS PRESENT:** Linda Morse, Chairperson; Gary Stith; Ron Hageman; Jerry Reynard; and Mike Kratochvil.

**MEMBERS ABSENT:** John Ball and Phil Anderson

**STAFF PRESENT:** Eric Cattell, Assistant Director for Planning; and Chad Bunger Senior Planner.

**OPEN PUBLIC COMMENTS**

No one spoke.

**GENERAL AGENDA**

**A PUBLIC HEARING TO AMEND ORDINANCE NO. 4093 AND BRIARVIEW COMMERCIAL PLANNED UNIT DEVELOPMENT (PUD), WHICH IS GENERALLY LOCATED APPROXIMATELY 200 FEET NORTH OF THE INTERSECTION OF AMHERST AVENUE AND RESEARCH DRIVE, ALONG THE EAST SIDE OF RESEARCH DRIVE. THE AMENDMENT IS IN THE FORM OF A FINAL DEVELOPMENT PLAN. (APPLICANT /OWNER: DPRA, INC. - MARCY CARTER, CFO)**

Bunger presented the staff report and recommended approval.

Morse asked if the traffic issues raised when the PUD was originally approved was due to the medical office building, the number of buildings proposed or both. Bunger responded that it is assumed that it was due to the idea of a complex of medical offices.

Morse then asked for clarification on the traffic study for the proposed PUD amendment. Bunger deferred to the applicant's consultant.

Chuck Bartlett, Alfred Benesch and Company, provided details and clarification on the traffic study for the application. Primarily the study was done assuming the existing building was used by an office tenant at its fullest capacity versus a medical office at its fullest capacity.

Morse opened the public hearing.

Mary Hemphill, 314 Twykingham Place, asked additional questions regarding the traffic study done for the proposal.

Bartlett provided clarification on the study, particularly the distribution of the trips to the proposed use, versus the existing use on the site.

Ms. Hemphill asked if the owner, DPRA, Inc. would be leasing space in the existing building that will include the medical offices. The question was deferred to Rich Seidler, a consultant for the current owner.

Ms. Hemphill also asked what would happen if further development was proposed in the future.

Morse closed the public hearing.

Bunger explained the regulations regarding substantial improvements to the PUD, which would require future PUD amendments.

Rich Seidler, Commercial Real Estate Services, a representative for the owner, addressed Ms. Hemphill's question about the lease space. DPRA, Inc. will rent the upper portion of the building for a short period at the same time that the new user will be renovating the lower level space for the medical office space. He said DPRA would then move out. Seidler also addressed the traffic questions raised by Ms. Hemphill. Seidler did state that the new owner will be a specialty medical provider.

Reynard asked if there will be any external improvements. Seidler stated that there was no significant remodeling planned for the building exterior or the site.

Regina Schroeder, 2933 Amherst Avenue, asked about the definition of substantial improvements in the PUD regulations. Bunger provided the details as outlined in Section IX of the Zoning Regulations.

Schroeder asked about the parking requirements for the new use. Bunger explained the parking requirements for the proposed PUD amendment versus the existing use on the site.

Karen Gas, 2931 Brian Place, raised concerns about traffic, due to the flow of Research Drive and the layout of the parking lot at the site.

With no further comments, Morse closed the public hearing.

Morse asked if the PUD amendment would permit business and professional offices on the site. Bunger responded that the permitted uses would be business and professional offices, which includes medical offices.

Ball asked how many staff members are anticipated to be present for the new medical office. Seidler stated that to his limited knowledge, there would be approximately ten (10) staff members for the new use.

Kratochvil moved that the Planning Board recommend approval of the proposed amendment of Ordinance No. 4093 and the Final Development Plan of Lot R.P. 1, University Heights Addition, First Unit, of the Briarview Office Park PUD, based on the findings in the Staff Report with the four (4) conditions of approval in the staff Report:

1. The permitted uses shall be limited to Business and Professional Offices on the site.
2. Signage shall be limited to signs proposed in the application documents.
3. Exempt signage shall include signage described in Article VI, Section 6-104 (A)(1),(2),(4),(5), and (7); and, Section 6-104 (B)(2) and B(5).
4. Landscaping shall be maintained in good condition.

Reynard seconded the motion.

Morse stated that her reason for voting for the motion was that it was good for the neighborhood that the other three (3) building will not be developed as originally planned, which potentially lessen the impact on the neighborhood and as it is described, the proposal will be a benefit to the City, which will upgrade the building.

Ball thanked the citizens for attending the meeting and providing input to the request.

The motion passed on a vote of 5-0.

#### **REPORTS AND COMMENTS BY BOARD MEMBERS AND STAFF**

Bunger provided an update on the Big Blue River pilot project with the US Army Corps of Engineers. There will be a public open house on April 16<sup>th</sup> at the Manhattan Fire Station to introduce the project and gather feedback on the flood risk mitigation project. This meeting will be from 6:00 pm to 9:00 pm.

Cattell provided a brief update to the Comprehensive Plan Update.

Respectfully submitted,

Chad Bunger, Senior Planner