

**MINUTES
PLANNING AND ZONING BOARD
TUESDAY, JUNE 14, 2011
4:00 PM**

The meeting was called to order at approximately 4:00 PM with the following members and staff present:

Board Members

George Whitlock, Chairman
RoseAnne Collins (entered late)

Shirley Brown
Russell Summers

Melva Sawyer
Michael Pooser

Arcadia City Staff

Assistant City Administrator Judi Jankosky
Jennifer Codo-Salisbury, CFRPC

City Recorder Dana Williams

1. APPROVAL OF MINUTES OF THE MAY 24, 2011 REGULAR MEETING

On motion of Michael Pooser and seconded by Melva Sawyer, the minutes of the May 24, 2011 meeting were unanimously, 5-0, approved. (Ms. Collins had not yet arrived)

2. PARK INVENTORY AND GRANT OPPORTUNITY DISCUSSION

The Chairman asked if grant monies were received, would it be possible to divvy up the total amount among several places as needed or would the sum total be required for only one place. The Assistant City Administrator stated her understanding the money could be spread around if that was the desire, provided that the various projects were defined in the application at the time of submittal. Mr. Summers questioned whether the parks listed on the inventory were the ones most heavily used; to which the Assistant City Administrator responded yes, except for Ridgewood Park. Mrs. Sawyer asked if the City could ask for up to \$50,000 to which the Assistant City Administrator answered yes and that because Arcadia is a REDI community, it could ask for larger grants with the provision for a matching waiver. Mrs. Sawyer asked about the specificity of listing each component to be refurbished or replaced, and Ms. Jankosky answered that was a requirement of the grant in order to show how each item is budgeted and accounted for.

Discussion continued on the specifics of restroom construction, infrastructure, mulch and playground equipment. It was the consensus of the Board that restroom facilities should be available at the larger parks even if installed as unisex. The Chairman requested that the Assistant City Administrator have at least two contractors spec out the construction costs of restroom facilities and once the Board has the quote, they can decide how to allocate any remaining monies. The Assistant Administrator suggested also securing a cost for playground equipment and will bring estimates for both back for the Boards consideration.

3. PETITION FOR RIGHT-OF-WAY VACATION

Ms. Jane Martin, representing a prospective purchaser for the property located at 422 E. Magnolia Street (and presently owned by Federal Home Loan Mortgage Corporation) presented a request to vacate the entire alleyway (a 16' unopened right-of-way) of Block 51, Town of Arcadia O.S. Ms. Martin explained the garage portion of the subject property encroaches onto the alleyway by about

6" and that without closing the entire ROW, the buyer cannot secure a loan or obtain a clear survey. She continued by adding that as one looks down into the alley, they will see trees, fences, and other type encroachments. Ms. Martin also stated that Federal Home Loan Mortgage has expressed its willingness to pay the City in order to have the City Attorney draft the easement provision for Comcast Cable, the only utility having expressed concern about an easement in that area. It was also noted there was one property owner of the 12 within Block 51 who registered an objection to the closing.

Ms. Martin then presented a letter from Arcadia Abstract title agent, Jeffrey Heitman which addressed the corrected book and page for the re-recorded deeds. She also pointed out the notation on the original plat which reads:

"The alleys are for the convenience of owners of adjacent lots only and may be closed up and become a proportional part of the adjacent lots by the mutual consent of said owners."

Ms. Martin stated the garage portion of this property is 6" into the alleyway, so the new owner will gain only 7 ½ feet of the 16' "half".

Mr. Summers pointed out that if Comcast went in, they would have to access the easement from each individual parcel because the alleyway as such was not driveable. He also suggested the City Attorney notify each property owner of their gain for the extra 8' of land.

On motion of Michael Pooser and seconded by Shirley Brown, the Board unanimously, 6-0, recommended approval for the vacation of the 16' unopened right-of-way of Block 51, O.S.

4. FAIR HOUSING PRESENTATION

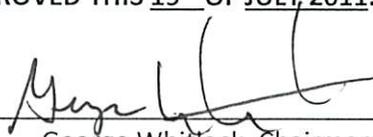
This item was at the request of Guardian Community Resource Management, Inc. but who failed to show up and therefore will be deferred to another date and time.

5. ADJOURN

Having no further business at this time, the meeting was adjourned at 4:35 PM.

APPROVED THIS 19th OF JULY, 2011.

By:



George Whitlock, Chairman

ATTEST: