



ASSESSING DEPARTMENT  
Kurt Dawson, Director

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From: Nancy McLaughlin  
To: Ed Anzek  
Date: 1/11/13  
Re: File No.: 79-951.6  
Applicant: Ghassan Abdelnour, Parcel No. 70-15-34-101-009, 010, 011, & 045

A combination of the four parcels is recommended.



Building Department  
Scott Cope

From: Dick Lange, Building Inspector/Plan Reviewer, P.E. *D.L.*  
Mark McLocklin, Ordinance Inspector *m.m.*  
To: Jim Breuckman, Planning Department  
Date: September 23, 2013  
Re: 879 W. Auburn Rd./ Islamic Mosque Addition Review #3, 15-34-101-045, 009, 010, 011,  
City File #79-951.6

The site plan review for 879 W. Auburn Rd./ Islamic Mosque Addition Review #3, 15-34-101-045, 009, 010, 011 was based on the following drawings and information submitted:

Sheet # SP.101, SP.102, A.101, A.102, A.103, A.201, SP-1 thru-SP-5, L1 thru-L3

Building code comments: Dick Lange

References are based on the Michigan Building Code 2009.

Approval recommended based on the following conditions being met prior to issuance of the Building Permit.

1. The easterly barrier free parking space on the north side of the building does not have an adjacent access aisle. Section 503.3 of ICC/ANSI A117.1 – 2003
2. Provide landing at the bottom of the exterior stairway at the southeast Prayer Hall exit. Landing shall be 48" in the direction of travel with a 2% maximum slope. Section 1009.5 of MBC – 2009.
3. Provide handrails at the southwest Prayer Hall exterior exit stairs. Sections 1009.12 & 1012 of MBC – 2009.

Ordinance Comments:

No comments

If there are any questions, please call the Building Department at 248-656-4615. Office hours are 8 a.m. to 5 p.m. Monday through Friday.





FIRE DEPARTMENT  
Ronald D. Crowell

From: William Cooke, Lieutenant/Inspector  
To: Planning Department  
Date: September 25, 2013  
Re: Islamic Mosque Addition

SITE PLAN REVIEW

FILE NO: 79-951.6

REVIEW NO: 3

APPROVED \_\_\_\_\_

DISAPPROVED   X  

1. Provide documentation, including calculations that a flow of 6000 GPM can be provided.

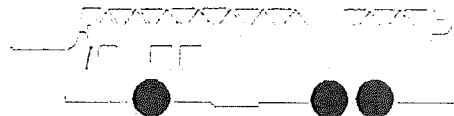
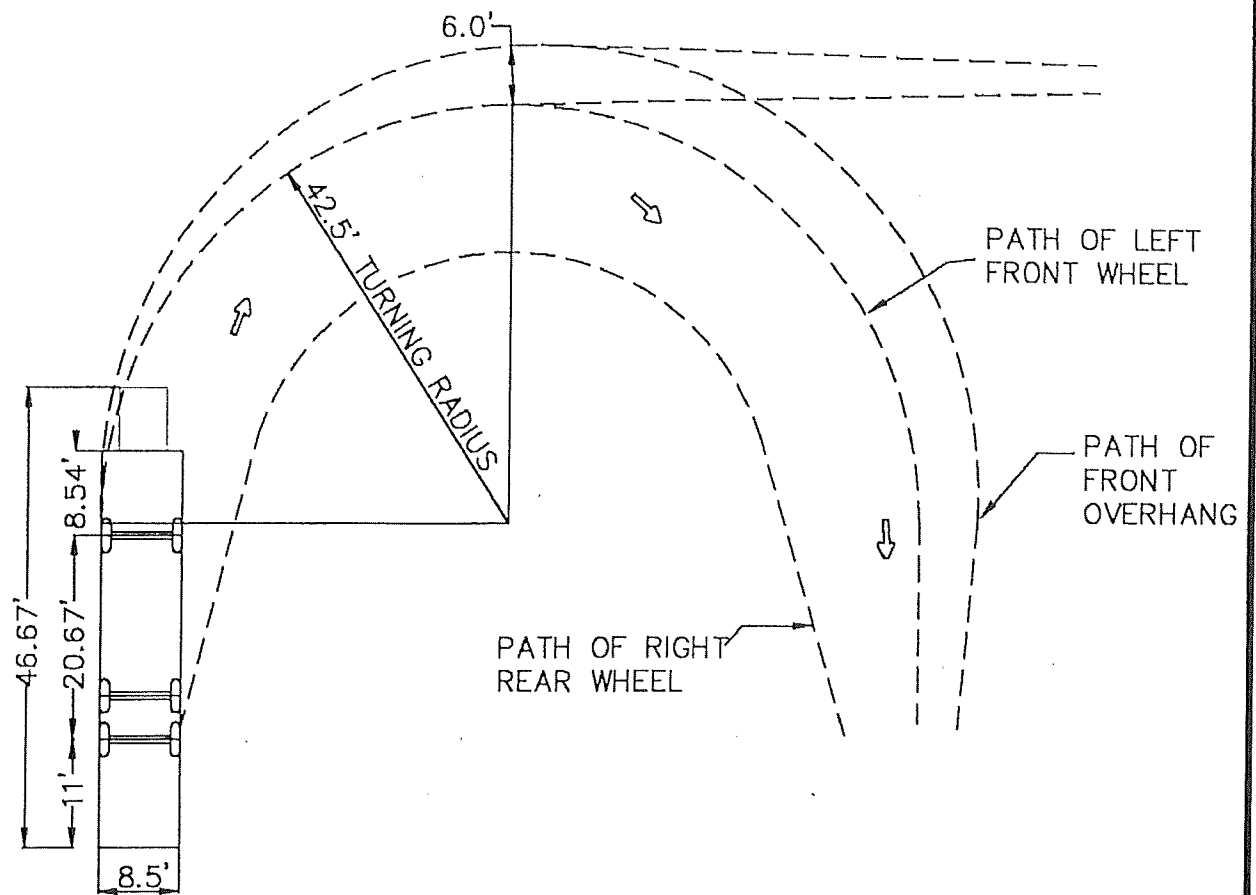
*IFC 2006 508.4*

*Fire flow information is available by contacting the Rochester Hills Engineering Department at (248) 656-4640.*


2. It appears the reconfiguration of the west approach from Auburn Road has effected fire apparatus maneuverability, specifically when traveling west along the north drive, turning north into the approach. Please verify this turn is accessible utilizing the minimum approved turning radius dimensions. See attached document for fire apparatus minimum turning radius requirements.

Lt. William A. Cooke  
Fire Inspector





Rochester Hills Truck 1  
 SCALE 1"=20' [1:240]

<b>CITY OF ROCHESTER HILLS</b> STANDARD DETAIL FOR:					
<b>Rochester Hills Truck 1</b> <b>Truck Minimum Turning Radius</b>			PREPARED BY DEPT. PUBLIC SERVICE ENG		
DRAWN BY BS	FILE NAME FIRETRUCK	PLAN DATE: 2/26/01	REV.	REV.	REV.
APPROVED BY: MARC MATICH CITY TRAFFIC ENGINEER			SCALE: 1" = 20'		SHEET 1 OF 1



DPS/Engineering  
Allan E. Schneck, P.E., Director



From: Jason Boughton *JB*  
To: Jim Breuckman  
Date: September 30, 2013  
Re: Islamic Mosque Addition, City File #79-951.6, Section #34  
Site Plan Review #3

Engineering Services has reviewed the site plan received by the Planning Department on September 13, 2013, for the above referenced project. Engineering Services recommends site plan approval after the following comments has been addressed:

**Sanitary Sewer**

- 1) As stated in Site Plan Review #1 and Review #2, a sanitary sewer basis of design is needed for the entire site (existing & addition) to verify that there is adequate capacity in the existing sanitary sewer system.

**Water Main**

- 1) As stated in Site Plan Review #1 and Review #2, the proposed water main needs to be looped to the north side of Auburn Road or to Grand Park per our engineering design standards.

**Traffic**

- 1) The proposed Auburn Rd improvements should be shown on a separate plan sheet indicating the proposed dimensions for the left turn lane storage lane (as determined from T.I.S) for the easterly driveway, the left turn lane taper transition, and all lane / shoulder widths. The available sight line from the T.I.S. should also be depicted on this sheet.
- 2) The proposed westerly Auburn drive approach shall meet MDOT standards for a 3 lane divided commercial driveway. The total required drive approach width is 48' wide with a 16' entrance width, 22' exit width, and a 10' wide center island with a 14' island nose offset. The entering and existing radii shall be 25' and 20', respectively. The island within the westerly drive approach is proposed to maintained the existing DTE utility pole. After further review of the exact pole location, we are recommending the pole and island should be eliminated from the drive or only allow one lane ingress and egress for a divided boulevard drive approach.
- 3) On Sheet LS-1, it does not appear that the proposed trees between the road pavement edge and pathway can be feasibly planted due to drainage ditch slopes and sanitary sewer/water main easements.
- 4) In lieu of a passing lane being constructed along the Livernois Rd drive approach, monies shall be deposited in escrow or via an agreement toward a future RCOC center left turn lane improvement project. The monies shall be equivalent to estimated construction costs for a passing lane. Also, the driveway will be signed for "NO LEFT" turns off Livernois until such time that the center left turn lane is constructed.

The applicant needs to submit a Land Improvement Permit (LIP) application with engineer's estimate, fee and construction plans to get the construction plan review process started.

JB

c: Allan E. Schneck, P.E.; DPS Director  
Paul Davis, P.E., Deputy Director/City Engineer; DPS  
Tracey Balint, P.E., Public Utilities Engineer; DPS  
Paul Shumejko, P.E., PTOE, Transportation Engineer; DPS  
Roger Moore, Stormwater Manager; DPS  
Sheryl Mclsaac, Office Coordinator; DPS  
Joe Aprile, Engineering Aide; DPS  
Sandi DiSipio; Planning & Development Dept.  
File



Parks & Forestry  
Michael A. Hartner, Director

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From: Gerald Lee  
To: James Breuckman  
Date: September 24, 2013  
Re: Islamic Mosque Addition  
File No. 79-951.6

This review is for right-of-way tree issues only.

**Landscape Plan, Sheet L-2**

There are overhead wires located above the property line along this site. The hornbeam and oak are less than 25' from overhead wires called for in the Street Tree Ordinance, and will interfere with them eventually. Lower-growing species should be considered to reduce future pruning for line clearance.

The Sargent crabapples shown less than 10 feet from the pathway need to be adjusted or deleted. Trees must be planted a minimum of 15 feet from a public roadway with a speed limit greater than 35 mph.

GL/kd

cc: Sandi DiSipio, Planning Assistant



STATE OF MICHIGAN  
DEPARTMENT OF TRANSPORTATION  
LANSING

RICK SNYDER  
GOVERNOR

KIRK T. STEUDLE  
DIRECTOR

August 5, 2013

Marc Matich  
Traffic Engineering Division  
City of Rochester Hills  
1000 Rochester Hills Drive  
Rochester Hills, MI 48309

Dear Mr. Matich:

We have recently reviewed the proposed plan for the Islamic Association of Greater Detroit Addition, located south of Auburn Road and east of Livernois Road in Rochester Hills. MDOT has the following comments and requirements on the traffic impact study and site plan:

The Traffic Impact Study made several assumptions in which MDOT believes are unrealistic. For instance, page 28 of the TIS states "all mosque traffic from the north on Livernois Road going to the mosque will most likely use the protected left turn green arrow at the Auburn Road intersection." MDOT believes this assumption to be unrealistic. Additionally, Figure 3B shows zero vehicles turning right onto northbound Livernois. Again, MDOT believes this assumption to be unrealistic. Table 9 of the TIS states the NB left turning movement to Auburn Rd from the proposed Auburn Rd driveway has a LOS F with a 52.4 second average delay, which is unacceptable.

**Auburn (east) proposed driveway:**

MDOT's standard is 48' wide for a 3 lane divided commercial driveway. The entering radius shall be 25', exiting radius shall be 20', entrance width is 16', exit width is 22', center island is 10' wide by 35' long, island nose offset is 14',

**Auburn (west) existing driveway:**

MDOT will require the existing driveway on Auburn to be relocated approximately 50' to the west to align with Lower Ridge Drive. The relocated driveway shall be constructed as a two-way three lane commercial driveway. The driveway width shall be 39' wide, 30' entering radius, 20' exiting radius.

**Deceleration lanes:**

Both driveways on Auburn Road will require a deceleration lane (250') and taper (100' is acceptable).

**Passing flair/Center left turn lane:**

Both drives on Auburn road will require a center left turn lane. Due to the close proximity of both driveways and the center left turn lane for westbound Auburn to southbound Livernois, a continuous center left turn lane shall be constructed instead of passing flairs.

Tuesday, April 15, 1997

REGULAR PLANNING COMMISSION MEETING held at the City of Rochester Hills Municipal Building, 1000 Rochester Hills Drive, Rochester Hills 48309, Oakland County, Michigan.

The meeting was called to order by Chairperson Kaiser at 7:30 p.m. in the auditorium.

I. ROLL CALL:

Present: Chairperson Eric Kaiser; Members William Boswell, John Gaber, Paul Krupa, Eugene Nowicki, Christian Ramanauskas, Gerald Robbins, James Rosen, Audrey Ruggiero  
Quorum Present.

Absent: None

Also Present: Patricia A. Goodwin, Planning Director  
Paul Rizzardi, Planner  
Susanne Vergeldt, Recording Secretary

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II. MINUTES FOR APPROVAL:

Regular Meeting of March 4, 1997:

MOTION by Boswell, seconded by Nowicki, that the Minutes dated March 4, 1997 be accepted as printed.

Ayes: All  
Nays: None

MOTION CARRIED.

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III. COMMUNICATIONS:

- A. Letter from Linda Lemke dated April 10, 1997 regarding Agenda Item IV.A.
  - B. Memo dated April 15, 1997 from Patricia Goodwin regarding the Historic Districts Commission to be considered under Any Other Business.
  - C. Note dated April 15 regarding Agenda Item IV.A.
  - D. Planning & Zoning News, March 1997
  - E. Letter from SEMCOG regarding a Spring Workshop
  - F. Agenda, April 10, 1997 Historic Districts Commission Meeting
  - G. Letter dated March 12, 1997 from Edwin Boner regarding Agenda Item IV.A.
  - H. Letter dated March 12, 1997 from Leonard and Hazel Raffler regarding Agenda Item IV.A.
  - I. The Chair has received a letter from Mr. Anthony Versaci, Multi-King, dated April 9, 1997 (File No. 95-003). Copies will be supplied to all commissioners in the next packet.
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IV. OLD BUSINESS:

- A. **Site Plan Approval - File No. 79-951**  
Project: Islamic Mosque  
A 39,200 square foot addition to the existing 7,700 square foot mosque on 6.0 acres



Requests:                   1.       Tree Removal Permit  
                                  2.       Buffer Modification  
                                  3.       Site Plan Approval  
Location:                 South side of Auburn east of Livernois  
Parcel:                    15-34-101-032, zoned R-4, One Family Residential  
Applicant:                Islamic Association of Greater Detroit  
                                  865 West Auburn Road  
                                  Rochester Hills, Michigan 48307

(Reference: Staff Report prepared by Paul Rizzardi dated April 2, 1997 has been placed on file and by reference becomes part of the record hereof.)

Present for the applicant were Douglas Tull, attorney for the Islamic Association of Greater Detroit; Jack Hill and Jack Morris from Johnson Hill & Associates, landscape architects; Raj Khatri, civil engineer with RK Engineering.

Mr. Rizzardi briefly reviewed the staff report, referring to a displayed rendering provided by the applicant. The submitted site plan is consistent with the plan submitted approximately one year ago for Conditional Land Use Approval and is identified as Scheme 4. This scheme contains the highest amount of parking of all the submitted schemes. In achieving Scheme 4 some buffer modifications would be required. The zoning ordinance requires a 25 foot buffer along the property lines for a nonresidential use in a residential zoning. The approved buffer for the existing building was approximately 10 feet wide. Where the addition comes in, additional buffer area is proposed but still falls short of ordinance requirements at a total of approximately 15 feet. The applicant is proposing to meet the full buffer requirements requested by City Council, but would like some modifications in other areas. Considering the total buffer areas proposed, the applicant is going above and beyond the requirements of the ordinance to help minimize any impacts of the proposed use on adjacent properties. All residents who have expressed an interest in this project in the past, such as speaking at previous meetings, were notified of tonight's meeting. Also, all adjacent property owners were notified of the Tree Removal Permit request.

Mr. Tull explained the reasons for his belief that the dome and minaret are exempt from requirements of the ordinance. The dome and minaret are analogous to a steeple on a church. He shared pictures of domes and minarets from around the world. The proposed dome is a prefabricated unit which is placed on the roof of the existing structure; it is not part of the building. Mr. Tull referenced Sections 22.00.c. and 21.07 of Zoning Ordinance 200 as the basis for his argument. The dome and minaret would be on a parcel that has already been granted special land use approval; therefore he would hope that this request would not need to go back to City Council. The applicants have reduced the size of the addition as much as possible to still retain the purpose for building it. They could accept all the recommendations and conditions of Linda Lemke and the staff report, with the exception of going to City Council for the dome and minaret.

An error in the staff report was discussed, namely a wrong parcel number in City Council's conditions for land use approval. Parcel No. 15-34-101-024 should read Lot 24.

The Chair invited comments from those in attendance at the meeting even though this was not a Public Hearing.

**Rabia Asghar, 1636 Black Maple, Rochester Hills 48309**, spoke about the importance of mosque-centered activities in the lives of young people and the positive influence they have in the community as a whole.

**Syed Arifuddin, 2029 Reagan Drive, Rochester Hills 48309**, spoke about the goals of their organization of raising responsible and caring citizens who grow up with strong ethical and moral values and the importance of the mosque in accomplishing those goals with the proposed facilities.

Telephone call received on April 15, 1997 from Mr. and Mrs. **Theo Batchelor, 3171 Livernois, 852-3596** stating they do not want the pine trees that are between their property and the IAGD property cut down. It's OK to cut down the other trees, but the pine trees took a long time to grow.

Letter dated March 12, 1997 from **Edwin Boner, 819 West Auburn Road, 810-852-4652**, which states he has no objection to the revised site plan dated February 28, 1997 for the subject site which discloses plans for construction of a dome and a minaret, or to the request for a variance for the 17.5 foot buffer.

Letter dated March 12, 1997 from **Leonard and Hazel Raffler, 921 West Auburn Road, 810-852-1808**, which states they have no objection to the revised site plan dated February 28, 1997 for the subject site which discloses plans for construction of a dome and a minaret, or to the request for a variance for the 17.5 foot buffer.

**Dr. Mohammed Ansari**, one of the trustees of the Islamic Association of Greater Detroit, responded to questions from commissioners. There is no required height for a minaret. It is a prefabricated unit built in proportion to the size of the building it is atop. The proposed height of the subject minaret is 55 feet, and it could be reduced if necessary. The minaret is symbolic of Islamic culture. It has no specific use. The Prophet's tomb in Medina has one, and it is copied throughout the world. Dr. Ansari confirmed that there will be no loudspeaker to announce a call to prayer. They have assured this to the Planning Commission and City Council in the past. There will be no opening from inside the building to the inside of the dome. They have shown drawings of the dome and minaret to the neighbors and have heard no objections.

There were no further comments from the public.

To Member Robbins the heights of the dome and minaret were more acceptable than the height of a wireless communication tower.

Member Gaber stated City Council should have the opportunity to review the project again, particularly regarding the height issue and to maintain consistency with the way church steeples are considered. He did not believe Council would have any objections, but that would be the proper action in light of the way the ordinance is written.

Mr. Tull pointed out that the subject property has been approved for conditional land use since 1979 or earlier. He did not see the necessity for returning to City Council in light of the fact that no limitations were placed on that approval. In addition Council did not want to consider the concept plan as part of the conditional land use approval.

Mr. Rizzardi stated that there is general consensus among city staff that the minaret is exempt from the height limitations of the ordinance; there is no such consensus on the dome. City staff have agreed on the following distinction: if the dome is a readily demountable feature, i.e., it can be removed from and replaced back on the building, it probably would be exempt from the ordinance provisions of Section 22. If it is possible to look up into the dome from inside the building, then it would be considered part of the building and would not be readily demountable. Section 22 also states that City Council may place height restrictions on exempt features. The dome does meet the height limitation of the ordinance per Section 21.17, but the site would not meet ordinance requirements as designed. Parking would be required to be moved farther away from the property line because parking is not permitted in setbacks.

Several commissioners compared the dome and minaret to the steeple, cross, or sanctuary of a church. Commissioner Ramanauskas considered them architectural features.

Mr. Rizzardi provided the following reasoning. Churches are allowed to be taller than other structures in residential zoning districts. But as the height is increased, the setbacks must be increased. Most religious institutions get the increased height approval as part of the conditional land use that is approved by City Council. In the subject case the dome and minaret were added after the Conditional Land Use was approved; so they are new items that Council hasn't seen before. There are two ways to approach this: provide greater setbacks to allow for the increased height, or request a conditional land use to go before City Council in the usual way. However, providing greater setbacks would require the parking area to be moved out of

the increased setback area; then the site would not meet the parking requirements.

Mr. Tull indicated that the applicants would have no objections to a condition of approval that the dome not be an integral part of the structure.

Mr. Rizzardi confirmed that a revised landscape cost estimate of \$17, 125 has been submitted.

**Item 1. Tree Removal Permit**

**MOTION** by Boswell, seconded by Robbins, in the matter of File No. 79-951 (Islamic Mosque), that the Planning Commission **grant a Tree Removal Permit** incorporating all findings and conditions in the staff report dated April 2, 1997, Linda Lemke's letter dated April 10, 1997, and requiring a landscape bond.

**CONDITIONS:**

1. The tree removal and tree replacement plans are also approved by Linda Lemke & Associates.
2. The applicant provide a landscape plan guarantee in the form of a bond, letter of credit or surety in the amount of \$17,125.

**Discussion on the Motion:**

Mr. Rosen confirmed with Mr. Rizzardi that the majority of the trees to be removed are in the detention pond area, and the majority of the replacement trees will be placed in the detention area.

Mr. Morris confirmed that the pine trees bordering the Batchelors' property would not be affected by any construction, and no pine trees are listed on the tree list.

Ayes: All

Nays: None

**MOTION CARRIED.**

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**Item 2. Buffer Modification**

**MOTION** by Robbins, seconded by Boswell, in the matter of File No. 79-951 (Islamic Mosque), that the Planning Commission **approve** the Buffer Modification with the four findings and two conditions in the staff report dated April 2, 1997, consistent with the plans dated received April 1, 1997.

**FINDINGS:**

1. The property is extremely narrow, and in some portions the required buffer encompasses 25 percent of the property width.
2. Requiring the complete buffer width would result in less available parking on the property. Currently during Friday worship, ample parking does not seem to exist on the site. Providing additional parking would help resolve this parking problem.
3. In exchange for the requested buffer width reduction, the applicant is proposing to place additional plant materials within the buffer yards.
4. Although the buffer yards do not meet the full 25 feet of width, the buffer yards are of sufficient width to provide plantings which can flourish.

CONDITIONS:

1. The applicant is required to retain the existing vegetation along the property lines adjacent to the existing building and proposed addition.
2. If the existing vegetation thins out or dies, the buffer yard will be supplemented with evergreen planting materials.

Discussion on the Motion:

Mr. Rosen suggested replacing Finding No. 2 with the following: "There is adequate existing vegetation on site to achieve the purposes of the ordinance."

COMPLETE MOTION AS AMENDED:

MOTION by Robbins, seconded by Boswell, in the matter of File No. 79-951 (Islamic Mosque), that the Planning Commission approve the Buffer Modification including Finding Nos. 1, 3, and 4 plus the two conditions in the staff report dated April 2, 1997, plus a new Finding No. 2, consistent with the plans dated received April 1, 1997.

FINDINGS:

1. The property is extremely narrow, and in some portions the required buffer encompasses 25 percent of the property width.
2. There is adequate existing vegetation on site to achieve the purposes of the ordinance.
3. In exchange for the requested buffer width reduction, the applicant is proposing to place additional plant materials within the buffer yards.
4. Although the buffer yards do not meet the full 25 feet of width, the buffer yards are of sufficient width to provide plantings which can flourish.

CONDITIONS:

1. The applicant is required to retain the existing vegetation along the property lines adjacent to the existing building and proposed addition.
2. If the existing vegetation thins out or dies, the buffer yard will be supplemented with evergreen planting materials.

Ayes: All

Nays: None

MOTION CARRIED.

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Item 3. Site Plan Approval

The Chair and Member Ramanauskas discussed with Mr. Khatri the possibility of relocating some of the handicap parking spaces from the eastern or western property lines to the rearmost entry on the southern side of the proposed addition, near the relocated tool shed. From their proposed locations along the property lines handicappers would be required to cross a roadway in order to enter the facility. After discussion Mr. Khatri will consider the following changes: Parking spaces numbered 162, 163, 164, 165 along the eastern property line will be moved farther south to spaces numbered 151, 152, 153, 154 so they will be closer to the proposed side door entrance on the east side of the proposed addition. The handicap spaces on the west side of the building will remain. Two additional handicap spaces will be provided in spaces numbered 28 and 29;

parking space number 40 will be removed to allow for the required widening of numbers 28 and 29.

Mr. Rizzardi clarified that the existing building contains one floor; the proposed changes include a second floor on the existing building plus a two-story addition. Parking requirements are based on the prayer area only. The prayer area is on the existing first floor and the proposed second floor addition. The gymnasium and classrooms and other areas are not included in the parking calculations. The basic assumption is that not all uses will be active at the same time; the greatest use will be the prayer areas.

In reviewing the dumpster location further, Mr. Rizzardi recommended angling the dumpster so that it would be parallel with the adjacent parking spaces. Mr. Khatri agreed.

**MOTION** by Robbins, seconded by Boswell, in the matter of File No. 79-951 (Islamic Mosque), to **grant Site Plan Approval** incorporating the findings and one condition in the staff report dated April 2, 1997 plus three additional conditions.

FINDINGS:

1. If the buffer modification is granted, the site plan indicates that all ordinances can be met.
2. The addition to the Mosque is proposed to be designed to be compatible with the existing building. The residents adjacent to where the building expansion is proposed have knowledge of and support the addition to the Mosque.
3. The site plan indicates that 26 additional parking spaces will be provided. The parking lot is laid out in a manner to provide effective vehicular access to the spaces.
4. The site requires only one access point on Auburn, and the proposed location can provide safe ingress to and egress from the site.
5. The development is not expected to have any harmful effects on natural features and characteristics of the site as documented in the applicant's Environmental Impact Statement.

CONDITION:

1. The applicant meets any additional comments of Linda Lemke & Associates.
2. The applicant provide a landscape plan guarantee in the form of a bond, letter of credit or surety in the amount of \$37,894.
3. The handicap parking spaces on the east side of the property be moved further south as discussed to be in closer proximity to the proposed new side entrance of the proposed addition. Two additional handicap parking spaces be added on the south side of the building.
4. The dumpster pad be angled to be consistent with the flow of traffic on the east side of the property.

[ Enter Lois Golden, Vice-Chairperson of the Historic Districts Commission

9:10 p.m. ]

Discussion on the Motion:

Member Rosen stated he would agree with Member Gaber regarding returning this item to City Council for consideration of the dome and minaret. He thought they should be approved as architectural features with a condition that if City Council chooses to review it, it be subject to their approval. Member Gaber did not think Council would have a problem approving

them; the ordinance requires them to give City Council to opportunity to review them.

Roll call vote:

Ayes: Boswell, Kaiser, Krupa, Nowicki, Ramanauskas, Robbins, Rosen, Ruggiero

Nays: Gaber

MOTION CARRIED.

The Chair recognized the president of the IAGD who came forward and, on behalf of the entire community, expressed appreciation for the board's patience, kind support and fairness in looking at all the relevant issues. He assured the board that whatever they do will be in the best interests of the community and the environment.

(Reference: Site Plan dated received by the City of Rochester Hills Planning Department on April 1, 1997 prepared by RK Engineering and Surveying; reference sheets dated received by the City of Rochester Hills Planning Department on April 1, 1997; landscape plans prepared by Johnson Hill & Associates dated received by the City of Rochester Hills Planning Department on April 1, 1997; Staff Report prepared by Paul Rizzardi dated April 2, 1997; letter from Linda Lemke & Associates dated April 10, 1997.)

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[Recess 9:25 p.m. - 9:35 p.m.]

V. ANY OTHER BUSINESS:

A. **Historic Districts Commission**

(Reference: Discussion Paper to Planning Commission prepared by Patricia A. Goodwin dated April 15, 1997 has been placed on file and by reference becomes part of the record hereof.)

Ms. Goodwin discussed the staff's analysis of the issues presented in HDC Chairman John Dzuirman's letter dated 3/13/97 regarding the City Master Plan update, referencing her discussion paper dated April 15, 1997.

As redevelopment of existing sites becomes more commonplace in the City, it may be prudent to explore whether there is a need to more definitively plan for the preservation of historic sites and resources. The Planning Department is recommending the following actions in this regard at this time:

1. Update the current noncontinuous historic districts inventory to include parcel numbers and street addresses and an index of whether it is a historic district, resource, structure or site.
2. Map the current noncontiguous sites location.
3. Update and inventory the potential historic districts, sites, buildings, and resources throughout the community.
4. Prepare a map detailing the location and type of potential sites.
5. Prepare a report for the Planning Commission and Historic Districts Commission to review jointly. The purpose of the joint review will be to decide whether a preservation plan is needed and if so how best to incorporate the preparation of it into the Master Plan update process.