

**Special Meeting
Board of Trustees
February 19, 2015**

Members present: Barbara Johnson, Lacey Rowell, and John Morris. Brad Lawless was absent. Mark Stanke came in at 5:40 pm.

Staff present: April Stephens, Deputy Clerk, and Arnelda Hall, Clerk.

Others present: Keith Weldon, School Supt., Rebecca Poole, Cowan Engineering, James Kerr, Kerr 3 Design Group, and Bruce Wallace.

- 1. Meeting called to order and roll call. John Morris, Mayor, called the Special Meeting of the Board of Trustees to order. Arnelda Hall, Clerk, called roll and declared a quorum. The agenda was posted at the Calumet Town Hall on February 17, 2015 at 3:00 p.m...**
- 2. Presentation and discussion of proposed elementary school project and requested variance(s) by Calumet School Board representative. James Kerr, Kerr 3 Design Group, presented a survey and information needed for the variance. He requested permission to locate the building as close as 40'-0 to the centerline of Freehome Avenue. Canopies of the new construction may project closer to the centerline of Freehome Avenue than 40'-0.**
- 3. Presentation and discuss of Cowan Group Engineering review of variance request and recommendations regarding existing and proposed utilities, erosion, control plan and drainage. Rebecca Poole, Cowan Group Engineering, stated the requested variances regarding the existing city right-of-way, the proposed buildings will not meet the Town of Calumet Ordinance Section 12-258 for minimum front yard setback and minimum side yard setback. As defined in Section 12-258 (A): 5. All structures shall have not less than a twenty five foot (25') front yard setback; 6. For a principal building other than a single-family dwelling, the minimum width of the side yard shall be not less than the height of the building, but in no case less than 15 feet (15'). The proposed project will have a front yard setback of approximately 16'-9 ¼ (along Freehome Avenue) and a side yard setback of 9'-0" (along Main Street). These distances do not include any canopies which may decrease the actual setback distances. Upon review of the information submitted, Cowan Group Engineering recommends that the variances be granted with the following conditions:**
 - a. The proposed canopies cannot extend into line of view for traffic traveling along either Freehome Avenue or Main Street, or traffic turning from one street to the other.**

- b. A site plan showing the existing utilities (water, sewer, storm drainage, gas, electric telecommunications, fiber optic, etc.) must be submitted prior to the start of construction and/or demolition, whichever begins first. The site plan must identify the utilities that will remain in place, and the new location of any utilities that must be relocated. All utilities must be located outside of the building footprint and accessible for maintenance.
 - c. An erosion control plan and DEQ Storm water Authorization for the entire site must be submitted prior to the start of construction and/or demolition, whichever begins first. The erosion control plan must detail how sediment will be contained and prevented from entering the town's storm drainage system.
 - d. An overall drainage plan must be submitted for review at least 90 days prior to the anticipated construction completion date. The drainage plan must include the collection of storm water on-site and the proposed modifications to the drainage ditch at the south side of the proposed project, along Main Street.
 - e. No improvements may be made on the public right-of-way without prior approval by the Town of Calumet.
4. Possible action on variance request from Calumet School Board regarding Town of Calumet Ordinance Section 12-258 for setback distances. After some discussion, Trustee Johnson made a motion to approve the variance request from the Calumet School with the recommendations made by Cowan Group Engineering. Seconded by Trustee Stanke. Vote was: Aye: Trustees Stanke, Johnson, Rowell, and Morris. Nay: None. Mayor Morris declared the motion carried unanimously.
5. Remarks and inquiries of the governing body members. None.
6. Consider new business of an emergency nature that had not been contemplated at the time of the agenda preparation, with action as necessary. None.
7. Adjournment. Trustee Stanke made a motion to adjourn the meeting. Seconded by Trustee Rowell. Vote was: Aye: Trustees Stanke, Johnson, Rowell, and Morris. Nay: None. Mayor Morris declared the motion carried unanimously and the meeting was adjourned.

ATTEST:

John Morris, Mayor

Arnelda Hall, Clerk

