MEMORANDUM

Department of Planning & Inspections
P.O. Box 475
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DATE: September 30, 2016

TO: Applicants to the Planning Commission

FROM: Planning Office

SUBJECT: D.A.C. Meeting of **WEDNESDAY**, October 5, 2016

The Development Advisory Committee (D.A.C.) will hold a meeting with the applicants on **WEDNESDAY, October 5, 2016 at 10:00 AM** in the **City Hall Conference Room** of City Hall to review and comment on the following applications which will be considered by the Planning Commission at its meeting of Monday, October 17, 2016. Please review the DRAFT Development Advisory Committee (D.A.C) Report provided for your project and be prepared to discuss any questions or concerns.

1) Z-16-05 Lands of John and Carla Russum at 51 Roosevelt Avenue - Review and Recommendation for rezoning of a 7,675 SF Parcel located on the north side of Roosevelt Avenue west of South DuPont Highway. The property is zoned R-8 (One Family Residence Zone) and the proposed zoning is C-1 (Neighborhood Commercial Zone). The owner of record is John W. and Carla M. Russum. Property Address: 51 Roosevelt Avenue. Tax Parcel: ED-05-077.17-05-72.00-000. Council District 2. *This application is associated with item MI-16-13: Nonconforming Uses in Residential Districts. The Rezoning is proposed in order to comply with City Council action requiring the sunsetting of nonconforming uses in residential zones.*

2) US-16-04 Creekstone Development Unified Comprehensive Sign Plan - Review of a Unified Comprehensive Sign Plan for the Creekstone Center, including wall signage on one existing building and three future buildings and a series of freestanding signs to identify the complex and its tenants. The property consists of 7.64 acres and is located on the west side of South Governors Avenue south of Lynnhaven Drive. The property is zoned C-2A (Limited Central Commercial Zone). The owner of record is Creekstone Development LLC. Property Addresses: 1198 and 1234 South Governors Avenue. Tax Parcels: ED-05-086.05-01-12.00-000 and ED-05-086.05-01-12.01-000. Council District 2. *This application is associated with application S-15-14 for development of the Creekstone Center, granted Conditional Approval by the Planning Commission on November 16, 2015 and Final Plan Approval on May 12, 2016.*

Please be advised that the Planning Commission meeting agenda will include other items in addition to the item listed above. As an applicant you will receive a packet of information for the Planning Commission meeting including the meeting agenda and Final D.A.C. Report.

CC: Carla M. Russum
John W. Russum
Joe Petrosky, Creekstone Development LLC
Dale McCalister, First State Signs