

**MINUTES OF A MEETING OF THE PLANNING COMMISSION
TUESDAY, NOVEMBER 19TH, 2019**

PRESENT: Chairman Robert Maricle, Rico Aiello, Doug Moore, Jon Hart, Steve Jamison, Mayor and Council Liaison Rick Byrd

Staff Member(s): Town Planner / Zoning Administrator Ethan Strickler

Not Present: Vice Chairman David Parmelee

Audience Guests: Trevor Frederick

APPROVAL OF MINUTES: September 24th, 2019 Regular Meeting

The minutes were approved as presented.

OLD BUSINESS

BNSP19-03 (Revision 1) – Easterday Post Office Site Plan Review

Town Planner Strickler gave a presentation on the changes and revisions that were made to the Post Office Site Plan. He explained that the pattern of traffic flow around the site was drastically different than the first submittal of the site plan, and that there was a slight change to the footprint of the building. He also explained that there was a slight change to the commercial lot lines on the northern boundary of the parcel, which would be fixed by the project engineer via a re-plat. The Planner and Engineer were also in agreement that the post office lot still needed to go through the final plat process as well. Strickler reminded the commission that any approvals of the revised plans made during the meeting would be subject to all other agency approvals, final plat approval, and as-built reviews and approvals. Trevor Frederick stated that FSA was currently working on the As-Built for Ostertag Pass. Frederick also gave an update on the South End Pump Station work, stating that the developer still needed to tie into the manhole at Reeders Alley and the Pump Station itself, but that all of the force main was in the ground.

Strickler stated that FSA properly addressed staff comments from the original staff report regarding the original submittal. He noted that the stormwater management facility layout changed in the revised plans, with one pond being located offsite on the neighboring commercial parcel. The commission discussed how the parking situation in the revised plans looked significantly better. Chairman Maricle stated that site mobility was vastly improved. The Planning Commission stated that they were ok with a 6-foot fence around the dumpster pad, as well as the overall number of trees in the parking lot (neither of which technically met ordinance requirements). These two minor ordinance modifications were a part of the subsequent approval. Robert Maricle stated that the applicant may need a variance to sign ordinance requirements for the post office signage depicted. The Commission was happy with the 36' wide northern entrance to the site. Strickler recommended approval contingent upon all staff comments being addressed and all applicable agency approvals.

Trevor stated he was still waiting to hear from soil conservation and county engineering for their comments. He also stated that they would be submitting As-Built Review applications in the near future. Trevor asked if the lights on the roundabout were operational at the current time, and the Commission stated that they did not think so. The chairman entertained a motion for approval of the site plan contingent upon all staff, county, and engineering comments being adequately addressed and a corresponding resubmittal as necessary for the site plan including applicable agency approvals, etc. Rico Aiello motioned, Doug Moore seconded, and the motion carried unanimously.

PLANNING AND ZONING UPDATES

Planning Commission Vacancy Update

Strickler stated that the Town has not received any applicants for the open vacancy on the Planning Commission. Rob Maricle asked about the other vacancies in Town, to which the group replied the last BMUC vacancy was just filled but that there was still a vacancy on the EDC. Rob Maricle stated that the commission should make an effort to get the vacancy filled by the end of the year.

Sycamore Run and King Road Associates Remaining Lands Updates

Strickler stated that the Phase I and Pump Station Bond Reduction requests will go to the Mayor & Council in early 2020. The group further discussed remaining stormwater management pond and sidewalk work still to be completed in the development.

Sycamore Run – Two Remaining Undeveloped Lots Discussion

Strickler stated that Paul, Susan Fant, Steve Oder, and the project engineer had a productive meeting in early November. During the meeting, King Road's representatives asked if they could move forward with the development of the final two vacant lots in Sycamore Run. Because of the requirement for mitigation through APFO, the Planning Commissioners stated that the developer is required to not move forward with developing the two remaining lots until they go through APFO and the mitigation process for future development. Strickler stated that he has yet to receive a formal concept plan submittal for future development, probably because the developer is waiting to know more about required infrastructure improvements necessary for both water and sewer.

Ordinance 2019-04 – Zoning Text Amendment, Temporary Storage Containers, Public Hearing Scheduled for Monday, December 9th, 2019

Strickler stated that a public hearing was scheduled for Monday, December 9th for the temporary storage container ordinance.

CITIZEN COMMENTS

None.

COMMISSION MEMBER COMMENTS

None.

ADJOURN

Robert Maricle adjourned the meeting at 7:26pm.

Respectfully submitted,

Ethan Strickler,
Town Planner / Zoning Administrator