



**City of Millersville Planning Commission
Meeting Minutes
Tuesday, May 8, 2018 5:00 pm
Commission Chambers**

- 1) **Call to Order:** Chairman Fox called the May Meeting of Planning Commission to order at 5:05 pm.
- 2) **Pledge of Allegiance:** Lead by Chairman Fox
- 3) **Roll Call:** Secretary Gregory called the roll of the Commission; a quorum was present and included the following:

Commission Present:

**Mr. Frank Fox
Mr. Larry Petty
Mr. David Gregory
Mr. Lee Smith
Mr. Brent Uldrich
Mrs. Deborah Wade**

Absent:

Mr. Keith Bell

Staff Present:

**Mr. Michael Barr
Mrs. Michelle Bernard**

- 4) **Disclosure of Ex-parte Communications:** Chairman Fox asks the Commission members if anyone has anything to disclose. No comments were made.
- 5) **Approve the Minutes of the Planning Commission Meeting(s):**
 - a) **March 13, 2018**

Chairman Fox requests the Commission to approve March 13, 2018 minutes. Vice Chairman Petty made the motion to “approve the March 13, 2018 meeting minutes as presented”. Secretary Gregory seconded the motion.
Motion by Unanimous Vote. (6-aye, 0-nay)
 - b) **April 10, 2018**

Chairman Fox requests the Commission to approve April 10, 2018 minutes. Secretary Gregory made the motion to “approve the April 10, 2018 meeting minutes as presented”. Mr. Uldrich seconded the motion.
Motion by Unanimous Vote. (6-aye, 0-nay)

- 6) **Public Comments (Limited to 3 minutes per speaker for items on this agenda):**
No comments were made.

7) **Action Item(s):**

- a) **Minor Subdivision Plats – Replat Portions of Cimarron Trace Section 5**
- i. **Lots 200, 201, 202 & 203 replat to lots 201, 202 & 203**
 - ii. **Lots 212, 213, 214, 215 & 216 replat to lots 212, 213, 214 & 215**
 - iii. **Lots 220 & 221 replat to lot 220:**

Mr. Barr stated that the owner/applicant of the subject parcels is requesting to replat multiple lots within the Cimarron Trace Section 5 Subdivision. These proposed replats are intended to create larger lots by eliminating at least one lot per area and realigning shared lot lines. These larger lots will provide for more reasonable building areas that are currently restricted by topographic conditions and lot dimension constraints in the development. The applicant is also requesting to reduce the front yard setbacks from the Residential R-5 30 ft to 20 ft similarly to a number of other homes constructed on this street.

Mr. Barr is recommending approval by the Planning Commission to separately replat each of the 3 proposed portions of the Cimarron Trace Section 5 Subdivision.

- i. **Lots 200, 201, 202 & 203 replat to lots 201, 202 & 203:** Vice Chairman Petty made the motion to approve each lots separately. Mrs. Wade seconded the motion. **Motion by Unanimous Vote. (6-aye, 0-nay)**
- ii. **Lots 212, 213, 214, 215 & 216 replat to lots 212, 213, 214 & 215:** Secretary Gregory made the motion to approve the replat of lots 212, 213, 214, 215 & 216 to lots 212, 213, 214 & 215. Mr. Uldrich seconded the motion. **Motion by Unanimous Vote. (6-aye, 0-nay)**
- iii. **Lots 220 & 221 replat to lot 220:** Secretary Gregory made the motion to approve the replat of lots 220 & 221 to lot 220. Vice Chairman Petty seconded the motion. **Motion by Unanimous Vote. (6-aye, 0-nay).**

Secretary Gregory asks Mr. Barr questions regarding the tension pond in wondering if this would be left up to the builder or the City to clean. Mr. Barr stated that he is currently looking into this.

- b) **Rezone Portions of 7541 Darby Road (SC Map 118 Parcel 3.05) from Residential R-1 to R-3 & R-5:**

Mr. Barr stated the owner's manager/applicant of the subject parcel is requesting to rezone this 5.38 ac parcel from Residential R-1 to Residential R-3 and R-5. This is very irregularly shaped parcel that has some challenging topographical conditions. Separately, the applicant is proposing to subdivide the parcel into 3 smaller lots. He is currently completing a new home on a small portion of the parcel fronting Darby

Rd that leaves over 5 acres undeveloped. The applicant desires to utilize the remaining lands. The planned front 0.25 ac +/- lot is proposed to be rezoned to R-5 and the balance (1.42 ac +/- and 2.68 ac +/- lots) to be rezoned to R-3. A shared access and utility easement is proposed over a portion of the proposed Lot #2 for Lot #3. The proposed zoning designations are complimentary or transitional to the area.

Mr. Barr is recommending approval by the Planning Commission to amend the City's Zoning Map designation for this parcel to Residential R-5 & R-3 by the City Commission.

Mrs. Wade makes the motion to approve the Rezone Portions of 7541 Darby Road (SC Map 118 Parcel 3.05) from Residential R-1 to R-3 & R-5. Vice Chairman Petty seconded the motion. **Motion by Unanimous Vote (6-aye, 0-nay).**

Mr. Smith asks Mr. Barr if the road for the two lots are they up to standard. Mr. Barr stated this will be a private driveway.

- c) **Minor Subdivision Plat of 7541 Darby Road (SC Map 118 Parcel 3.05)**
Mr. Barr asks Chairman Fox that this item be withdrawn from the agenda.

8) Review & Discussion of portions of Subdivision Regulations Minimum Standards & Requirements:

Secretary Gregory mentions to the board that in reading the regulations that it is a requirement made by the City to have Fire hydrants and feels we should stick to this going forward. Secretary Gregory also asked Mr. Barr regarding a water tower in Bethel Rd. Secretary Gregory also mentions how reading the regulations that the Planning Commission has the authority to change at any time. Mr. Smith mentions regarding South Williams development and how we don't have adequate fire suppression. Secretary Gregory makes a comment with the builder from last meeting with adding sidewalks. Secretary Gregory stated he had marked up their drawings to show where they needed to be added. Nothing was said, but the builder did take the drawing with them.

9) Development Services Department Report

- a) **Board of Zoning Appeals Meeting Summary:**
Mr. Barr has no updated news to share with the board.

- b) **Planning & Zoning Activities:**
Mr. Barr stated that they have prepared a new job description for a Building & Codes official, which was approved at the City Commission workshop. Hoping to have the new job listed that will entail overseeing Codes and Stormwater. Mr. Barr stated that we've also updated the job details/description for City Manager and hoping to have someone hired by mid-July. Things continue to move forward for the City. Secretary Gregory asked Mr. Barr to mention about the sidewalk project. Mr. Barr stated that they are looking to readjust the sidewalk project and things have been delayed by at least a year. This however will help defer the City's costs by a year as well.

10) Commissioners Comments & General Discussion:

No comments were made.

11) Public Comments (Limited to 3 minutes per speaker for only items not on this agenda):

No comments were made.

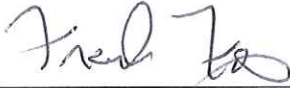
12) Next Planning Commission Meeting is scheduled for June 12, 2018.

13) Adjournment:

Vice Chairman Petty made the motion to adjourn, seconded by Mr. Uldrich.

Motion carried by Unanimous Vote. (6-aye, 0-nay)

Meeting adjourned at 6:30pm



Chairman Frank Fox



Board of Secretary David Gregory



Recording Secretary Michelle Bernard



Approval Date