



**City of Millersville Planning Commission  
Meeting Minutes  
Tuesday, November 13, 2018 5:00 pm  
Commission Chambers**

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

**Commission Present:**

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

**Absent:**

Mr. Keith Bell

**Staff Present:**

Mr. Michael Barr  
Mrs. Michelle Bernard

- 5) **Disclosure of Ex-parte Communications:** No comments were made.
- 6) **Approve the Minutes of the Planning Commission Meeting(s):**
  - a) **October 9, 2018:**

Chairman Fox requests the Commission to approve the October 9, 2018 Meeting Minutes. Secretary Gregory made the motion to “approve the October 9, 2018 Meeting Minutes as presented.” Mrs. Wade seconded the motion.  
**Motion carried by Unanimous Vote.**
- 7) **Public Comments (Limited to 3 minutes per speaker for items on this agenda):**

No comments were made.
- 8) **Action Item(s):**

a) **Plat Amendment of Lot 65 Deep Wood Glen Section 3 (RC Map 126P Group A Parcel 037.00):**

The owner of the subject parcel is requesting to replat Lot 65 of the subject subdivision. This Plat Amendment is proposed to reduce the minimum front setback from 40 ft to 23 ft and the minimum side setback from 20 ft to 7 ft. The original minimum setbacks were established by the Subdivision Plat in 1988 by the developer and approved by Robertson County. The city annexed this subdivision at a later date. The proposed setbacks do not meet the smallest minimum front or side setbacks of any residential zoning district in the city, 25 ft and 12 ft, respectively.

The owner is proposing to amend the platted lot by an allowance for subdivision modifications as identified in the Covenants and Restrictions. However, the Covenants and Restrictions expired on September 20, 2016. The owner is activity seeking to reinstate the expired Covenants and Restrictions, but only for Section III. It appears this reinstatement can be accomplished by the approval of at least 51% majority of the lot owners. Once the C&R's are reinstated, the applicant will need at least 2/3 of the lot owners to approve the Plat Amendment to reduce the Minimum Setbacks.

No recommendations were made. Secretary Gregory made the motion for approval so that the Commissions could discuss. Mrs. Wade seconded the motion. Once the motion was on the table & seconded, the surveyor Mr. Rainey takes the floor. Mr. Rainey speaks to the board regarding the owner in speaking to the neighbors. Also makes mention that the abutting properties to approve of the amendment. Mr. Smith talks to Mr. Rainey about the history on this property. Vice Chairman Petty mentions to Mr. Rainey that he'd prefer to have the neighbors closest to the property to agree.

**Motion was denied by Unanimous Vote.**

b) **Reconsideration of Zoning Designation Assignment for a 26.0 ac portion of RC Map 125 Parcel 177.00 from R-5 to R-4:**

The City of Millersville recently annexed the subject territory into its city limits. The subject parcel's owner originally requested a zoning designation of Residential R-5 (10,000 sf lots). And the Planning Commission recommended that zoning designation of R-5 to the City Commission on September 11, 2018. While the City Commission approved the First Reading of the Ordinance to assign the R-5 zoning, there was considerable opposition by some of the neighboring property owners.

At the request of city staff, the owner has agreed to a less dense residential zoning of R-4. The R-4 zoning (20,000 sf lots) is more in line with its existing Robertson County zoning of R-30 (30,000 sf lots). The R-4 zoning designation is complimentary to and transitional with other residential parcels in the vicinity which range in size from as small as 0.23 acres and up.

Mr. Barr is recommending approval by the Planning Commission to recommend approval to the City Commission to redesignate the zoning assignment of a 26.0 ac

portion of Parcel 177.00 to Residential R-4. Vice Chairman Petty made the motion to reconsider the zoning designation assignment for 26.0 ac portion of RC Map 125 Parcel 177.00 from R-5 to R-4. Secretary Gregory seconded the motion.

**Motion carried by Unanimous Vote.**

- c) **Rezoning a portion of 7625 Darby Rd (SC Map 118 Parcel 004.00) from R-2 to R-3:** The subject parcel's owner is requesting to rezone this 2.9 ac parcel from Residential R-2 to R-3. This parcel was previously subdivided from a Master Parcel that included 3 separate homes. The adjoining parcels proposed for replatting are currently zoned Residential R-3. The all of the proposed replat's parcels and improvements will conform to the R-3 zoning standards and specifications. There are multiple parcels in this vicinity that are zoned R-3. This proposed rezoning to R-3 is complimentary to other parcels in this area.

Mr. Barr is recommending approval by the Planning Commission to amend the City's Zoning Map designation for this parcel to from Residential R-2 to R-3 by the City Commission. Mrs. Wade made the motion to approve rezoning a portion of 7625 Darby Rd (SC Map 118 Parcel 004.00) from R-2 to R-3. Vice Chairman Petty seconded the motion. **Motion carried by Unanimous Vote.**

9) **Development Services Department Report**

- a) **Planning Commissioner Training – November 26, 2018 5:00 pm**  
b) **Board of Zoning Appeals Meeting Summary: None.**  
c) **Planning & Zoning Activities:**

Mr. Barr stated that the City has several projects in play at the moment and moving forward. The City's Electronic Zoning Map is almost complete and once done will be uploaded to the City's website. Mr. Barr also stated that the sidewalk project is moving forward. Lastly Mr. Barr stated that the Old Shiloh bridge drawing is complete and the bridge is to be completed by the summer of 2020.

10) **Commissioners Comments & General Discussion:**

Chairman Fox asks Mr. Rainey regarding developing Long Drive. Mr. Rainey stated that he does not want to sell or give the property to Millersville. Mr. Rainey did state that he has 200 acres and that White House Utility District has already installed a 6 inch water line.

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

Mr. Hunter Nash, son of the owner for residence 201 Glenwood comes in at the end of the meeting to speak with the Commission. The Commissioners had to inform Mr. Nash that they had already voted on this and it was denied.

12) **Next Planning Commission Meeting is scheduled for January 15, 2019**

13) **Adjournment:**

Vice Chairman Petty made the motion to adjourn, seconded by Mrs. Wade.


**Motion carried by Unanimous Vote.**

**Meeting adjourned at 6:30 pm.**



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**Chairman Frank Fox**



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**Secretary David Gregory**



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**Recording Secretary Michelle Bernard**



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**Approval Date**