

Planning & Zoning was held on Wednesday, October 14, 2020 in the Mayor & Council Chambers at 7:05 p.m. The following members were in attendance: Bill Hearn, Angie Calio-Quillen, Dan Ash, Randy Radish, and Bill Martin. Also, in attendance were Director of Code Enforcement Ken West, Recording Secretary Alexis Oliphant, Town Manager Smith, Ms. Debbie Pfiel, KCI, and Mr. Michael Lyon and Mrs. Sharon Lyon. It was noted that Planning Chair Brent Boyce was absent.

Town Manager Smith advised Planning Chair Boyce is absent and a Planning Member must make a motion to appoint a Planning Member to chair tonight's meeting. Planning Member Hearn made a motion to appoint Planning Member Radish as chair for tonight's meeting.

Planning Member Radish explained the purpose of the October 14, 2020 Planning & Zoning is to hear two items on the agenda including the Finalization Zoning Ordinance of the Mixed-Used District and Large Parcel Development Overlay District (LPD-OD) from Ms. Debbie Pfiel from KCI. The second item on the agenda to be heard is a minor subdivision request from Mr. Michael Lyon and Mrs. Sharon Lynn, 212 Wolfe Street, Tax Map #432-8.10-29.00. Planning Member Radish advised we will be changing the agenda to hear the minor subdivision request first and then the presentation regarding the zoning ordinance will follow.

Planning Member Radish stated a minor subdivision request has been submitted by Mr. Michael and Mrs. Sharon Lyon, 212 Wolfe Street, Tax Map #432-8.10-29.00. Director of Code Enforcement West advised Mr. and Mrs. Lyon have requested a simple minor-subdivision on property they own to build the proposed dwelling. Director of Code Enforcement West advised their property is zoned R-2, which the minimum requirement is 50x80. He explained their proposed dwelling would be 52x78, which is short of the minimum depth requirement of 80 feet. Director of Code West stated he printed off a map of Wolfe Street with houses that do not meet the minimum requirements. Planning Member Calio-Quillen inquired if the address is 208 Wolfe Street rather than 212 Wolfe Street. Town Manager Smith advised yes. Town Manager Smith inquired if the driveway will be on Wolfe Street. Director of Code Enforcement West stated yes. Director of Code Enforcement West recommended that Planning & Zoning accept the minor-subdivision without meeting the minimum requirements. Planning Member Hearn made a motion to accept the minor subdivision from Mr. Michael Lyon and Mrs. Sharon Lyon, 208 Wolfe Street, Tax Map # 432-8.10-29.00. Planning Member Ash seconded the motion. Vote was 5-0, with Planning Chair Boyce absent, and with one vacancy.

Town Manager Smith advised Ms. Pfiel will be reviewing the Draft Final of the Zoning Ordinances tonight regarding the Mixed-Use District, and LPD-OD. She stated will be holding a Public Hearing in November and if Planning & Zoning Member had any changes pertaining the ordinances to please submit the comments before November's Public Hearing.

Ms. Pfiel first reviewed the LPD-OD Article 4 with Planning & Zoning. Ms. Pfiel recommended to list the commercial businesses if Planning & Zoning were comfortable with all their uses and if not, we would need to be more specific. Planning & Zoning had no objection of listing permitted uses in Commercial Business District. She stated Planning & Zoning recommended to increase to 15 acres, which was changed on page 2. She explained on page 4. Planning & Zoning recommended to remove parking requirements, which was changed to comply with existing parking regulations.

Ms. Pfiel reviewed the Traditional Neighborhood Development Zone (TND) with Planning & Zoning. Ms. Pfiel stated on page 1. Planning & Zoning recommended a minimum of 10 acreages, which was changed. She stated definitions on page 2 match the existing code. She explained on page 2 Planning & Zoning recommended 8 dwelling units per acre not 12 dwelling units per acre. Ms. Pfiel stated Planning & Zoning wanted 2 permitted housing types instead of 3, which was changed. Ms. Pfiel inquired if Planning & Zoning wanted to spell out the architectural standards or have guidelines on page 7. Director of Code Enforcement West recommended to be flexible and propose that Planning & Zoning would have final say. Ms. Pfiel advised she will recraft Section C. Architectural Standards on page 7 and update a new draft.

After general discussion, Planning Member Calio-Quillen made a motion to accept the proposals and comments of the Traditional Neighborhood Development Zone (TND) and the Large Parcel Development Overlay District (LPD-OD). Planning Member Ash seconded the motion. Vote was 5-0, with Planning Chair Boyce absent, and with one vacancy.

Town Manager Smith recommended since Wednesday, November 11, 2020 was a holiday that Planning & Zoning will meet the following Wednesday, November 18, 2020. Planning Member Calio-Quillen made a motion to accept that Planning & Zoning to meet on Wednesday, November 18, 2020. Planning Member Hearn seconded the motion. Vote was 5-0, with Planning Chair Boyce absent, and with one vacancy.

The Planning & Zoning Minutes of August 12, 2020 were presented for review and adoption. Planning Member Calio-Quillen made a motion to accept the August 12, 2020 minutes as presented. Planning Member Martin seconded the motion. Vote was 5-0, with Planning Chair Boyce absent, and with one vacancy.

With there being no further matters to discuss, Planning Member Hearn made a motion to adjourn the meeting. Planning Member Ash seconded the motion. Vote was 5-0, with Planning Chair Boyce absent, and with one vacancy.

Meeting Adjourned 7:32 p.m.