

**Planning Commission  
Meeting Minutes  
May 21, 2018**

**ATTENDANCE:** George Jack, Ray Ryan, Henry Barret, Bob Taylor, Linda Yeatman, Planning & Zoning Director Dianna Battaglia and Amanda Hickman Planning and Zoning Coordinator.

**Meeting called to Order at 6:29 p.m.**

**APPROVAL OF MINUTES:**

Without objection the minutes for the April 16, 2018 Planning Commission meeting were approved as written by quorum of attending members.

**NEW BUSINESS:**

**A. SUP2018-01 Preliminary Plat for Richmond Hills Charles Street Subdivision**

Douglas Kopek of CNA, LLC begins by providing a brief history of the project and makes note that his firm is representing Farmers and Merchants Bank as the owners of the property. The original subdivision back in 2005 was approved for a mix of single family and townhomes however the developer at the time went out of business after which farmers and Merchants (as the original lenders) took over the site. What we are proposing to do now is create 4 single family lots off of Charles St. To address the concern regarding tree clearing at the rear of the site, ultimately the intent is to have the new homes as far as possible from the current apartment buildings but would be minimal. The site currently has 4 lots already but one of those sites is landlocked and the configurations need adjusted. The current zoning is for R1 and R3 for the rear landlocked lot.

Mr. Jack asks if there are any questions from the board.

Mr. Barrett asks if there are any significant drivers for these changes.

Mr. Kopek explains that the old plans area actually expired and couldn't be worked from, in addition to that the bank is not interested in acting as a developer however per the current market these four single family lots should sell and the bank would be satisfied with that.

Dianna Battaglia explains that the staff report has been provided and details the history of the property as well as the current proposed project. She mentions as well that since the bank has maintained ownership of the property there have been a number of proposed projects for this property for large scale residential development there was significant opposition from the neighbors due to the increase in traffic. So, reducing the number of homes down to only four with potential water views is a much better use of the property and will tie in well with the existing neighborhood. She goes on to briefly discuss the zoning requirements.

Mr. Ryan asks why there was a comment regarding the tree line being maintained. Mrs. Battaglia explains that it will be dealt with as we move forward.

Mr. Jack asks several questions for minor clarification, discussion ensues.

Mr. Kopek requests that storm water management requirements be dealt with at the permitting stage in the future opposed to now where the homes are strictly concept. Mrs. Battaglia agrees that a note on the plat should be included and will be sufficient.

Mr. Ryan requests that each driveway be marked with addresses to make emergency calls easier. He goes on to go over additional fire safety and access standards.

Mr. Taylor makes a motion to approve the preliminary plat per staff recommendations. Mr. Barret seconds. **All in favor, motion carried.**

## **B. General Discussion**

Mrs. Battaglia goes onto to explain that the Muller Thyme building does have a contract on it. The buyers intend to turn it into a restaurant and microbrewery. Brief discussion continues.

### **Adjournment:**

Without objection the Planning Commission meeting adjourned at 7:10 p.m.

Respectfully Submitted,

Amanda Hickman  
Planning & Zoning Coordinator