**Planning & Zoning Meeting 05.18.2021**

Full board present: Cheryl Jones, Bill Schaffner, Terri Sprouse and Crystal Anders. Also in attendance was Scot Koneig, Town Clerk Tammy Kelledes, Town Manager Wendy Dixon, WWTP Foreman Bill Lesmerises, and Planning & Zoning & Codes Clerk Jaime Fowler. With Mike Baldwin & Town Attorney Lyndsey Ryan via Zoom.

Mike Baldwin spoke about dealing with the lots to work on storm drain easements. He sent over documentation @ 6:20 to Wendy to review. They discussed the paper work he sent with board. Also ran other roads through to keep away from the residential areas had drawings of that for everyone to review. Just showing the general location of Kinnamon Ave.

Meeting to be started @ 7:14 PM Cheryl stated. First item is to review and approve minutes from the 04.20.2021 meeting. Bill S. made motion to approve them, and Terri seconded it. Then moved on to approve the Special Meeting Minutes from 05.04.2021. Terri made motion and Crystal seconded it.

Cheryl asked Lyndsey if they should make a motion on changes, they made on the design guidelines. Bill asked if the changes were italic. Wendy said no. Lyndsey said she thought she sent it to everyone in an email she was sorry. Cheryl said they never reviewed it. Terri made the motion to approve the final guidelines officially and Crystal seconded it.

Cheryl asked who wanted to speak about the drawings? Mike Baldwin spoke. And Wendy helped explain them. Terri asked for clarification. Wendy asked Mike to speak on that, and if improvements to Cedar Lane would be done. Because it needs to handle the traffic. Mike agreed and said his intention would be to get a general lay out of the lot. Then work with an engineer. Bill S. asked what is the difference between option 1 and option 2? Mike Baldwin confirmed he was reading it right. Cheryl asked so where are we at? You’re just asking for opinions? Mike explained yes, and how many lots they have. 127 family lots and he also explained the roadways and entrances. Cheryl asked if it can be changed or adjusted? Mike said yes. Cheryl asked Mike once you get a recorded plat, you’re going to be working on the area shaded in green? Is that the primary area of attack? He said yes, he then can bring stuff to the board to approve and then start working on the commercial areas. She then asked what order they would go in. With the lot numbers he explained. Also discussed sub roads, start with the sub roads that exist. Cheryl said OK does anyone have any questions? Crystal said Terri’s point about the turn lane and sidewalks should be reviewed because of community traffic. The sidewalk on Mikes side of Cedar and Kinnamon Ave. to Cedar needs sidewalks too. Wendy said shortly the ball park will be ours. Cheryl asked Scott if he needs to add anything. Scott said no not really. He said it really doesn’t matter if it’s one or two lanes (turn lanes). But update the table so it is referenced everywhere the same. Also, Scott said it’s important to add single family homes in. Need to move along with the plat so Mike can go get approval and start marketing. Cheryl asked if Mikes comfortable with the final plat, Mike said yes. Lyndsey said he needs to record the plat then the next meeting the board can revise. Then make findings to review and approve the master plan. Option one and Option two are off the table Bill asked? Cheryl said sure. To keep it less confusing he said. Anything else Cheryl asked Mike? Mike said no, just to keep moving forward. Cheryl made motion to adjourn @ 7:46 PM. Bill made motion and Terri seconded it.

Respectfully prepared by,

Jaime Fowler