# 10/19/2021

**Planning & Zoning Meeting Minutes**

In attendance: Full board, along with Town Clerk Tammy Kelledes, WWTP Foreman Bill Lesmerises, and Town Planner Peter Johnston. From the public; Mike Baldwin and Martin Rivera.

Planning & Zoning workshop began at 6:07 P.M. Cheryl reviewed the last meeting she had at Town Hall with some people involved in Baldwin’s project and asked Mr. Johnston if he would guide everyone through this process. Mr. Johnson explained the purpose of a floating zone that is made for mixed use. He explained what the Design Guidelines do and indicated that the key elements are the Design Guidelines and Master Plan. The patterns are established in a community matrix. Part of this project has already been approved so we have a commitment to that first phase.

Mr. Johnston tried to outline the path forward for everyone to review. The changes that have been made are not huge changes that require redoing the process. He felt like he had to put in front of them his professional opinion on the designs. Cheryl and the rest of the group reviewed Mr. Johnsons changes. Cheryl said she agrees with everything that Mr. Johnson had presented. The only issues with Phase 1 are with McCrone; it is unclear how a build-to-line is the same as the setback line. Baldwin said that will be addressed by McCrone. Baldwin said this is the initial concept and if it is approved then we go back and present a more detailed plan. Mr. Johnston said the planning commission should understand that if they come back a year from now and realize something doesn’t work, we need to have on file that this was reviewed and approved. Baldwin explained the documents that show different phases and areas to the planning commission: single family units, multi-family apartments, assisted living, storm water and commercial.

Mr. Johnston discussed the standard spec street issue with the roundabouts that they are often overbuilt. There are a lot of traffic techniques that can be applied. An objective would be to have it pedestrian friendly and safe. Bill asked, if in the future, we should look at doing a roundabout on Cedar? Mr. Johnston said keep in mind the difference between a street and a road. Bill said people need to slow down on Cedar but it is confusing because it is a street and a road. It is hard to address it. He thinks that is where the kids and residents are going to be crossing so we should address it in the future. Cheryl discussed the drainage problem. Mr.

Johnson spoke about calming traffic and the Comprehensive Plan. Cheryl mentioned how they need a turn lane for tractor trailers. Mr. Johnston said that is the role for GMB to make recommendations on. Mr. Johnston wants to have all the board members emails and Tammy said she would send them to him.

Cheryl discussed the Virtual Conference with the board and how to sign up for it.

Mr. Baldwin said what we are asking for now is to approve the Master Plan. Mr. Johnston let Mr. Baldwin know that he needs to have all of that submitted officially; to submit the Master Plan and Design Guidelines for final approval. Cheryl stated she would like two weeks to look over the new revised items. Mr. Johnston said he would recommend not approving it tonight.

Cheryl formally introduced Peter Johnston to everyone and he explained a little bit of his background. Mr. Johnston suggested that everyone gets together a week or 10 days before the next meeting to go over everything. Mr. Baldwin stated that it was his understanding that the Planning Commission had approved the Master Plan and that we were asked for a revision based on the input. He would like to get the record plat ready based on any comments that anyone has so that he can get the record plat adjusted for Phase 1 ready to go. Mr. Baldwin also wants to get approval on Phase 1 so that he can get the engineers what they need so that they can tweak it a little bit based on little things. Mr. Johnston said he doesn’t have a problem with that, the only issue that he would point out is the section of Sycamore and the main drive in there. Mr. Johnston suggested that the streets are really long and Mr. Baldwin needs to get an engineer to create some way to stop traffic. They discussed doing bump outs which would help. Cheryl brought up Cedar Run and how horrible the parking is and how the drainage is.

Cheryl transitioned the meeting @ 7:06 P.M. to the regular meeting.

# Approval of Minutes

Bill made motion and Terri seconded it. All in favor. Minutes are approved.

# Updates on Baldwin

Cheryl stated that Mr. Johnston suggested that we not do any formal approvals this evening. Everyone is in agreement with Mr. Johnston. Cheryl said she does not like how there is a stop sign on Wood Duck in the middle of the road so she is hoping that we can find a different solution. Mr. Baldwin stated that while he is here, he would like to formerly submit for review to be approved at the next meeting. Mr. Johnston said to record plat and get the engineer working on the little adjustments. Mr. Baldwin explained the long process he still has to go through. Town Clerk Tammy asked if we can assume that approval will be given at the November meeting. The stormwater is in subsequent phases and will need to meet the new regulations. Mr. Johnson said something that needs to be thought about by Mr. Baldwin.

# Martin: Academy St. Lots

Mr. Martin explained that they would like to divide the one lot into two and build houses. They purchased the property as a single lot but it is on three plats and it does not have an address yet. Mr. Johnson asked them if they wanted to move the line, etc. Cheryl state that it is zoned R 1 and asked if it is just a lot line revision. Mr. Johnston stated that each lot would be a quarter of an acre; basically, getting rid of one lot line and moving a lot line. Cheryl explained where the lots are. Mr. Johnston stated what the lot sizes minimums are based on the LDO. Mr.Johnston, Town Planner, stated that they need to get the PZ board an administrative plat which

is what a surveyor does. He suggested that they use Chris Waters. Bill discussed with them the connections that would need to be made for sewer and water and that it could be expensive since it is not already existing. Mr. Johnston said it may require Cheryl’s signature once it is all completed.

# Review Plat for School

Cheryl explained what the school wants to do; adding some land to their lot. The part that they want to add is not considered to be in town and would have to be added. Mr. Johnston suggested talking to Lyndsey about it. They have to apply for an annexation and give us an annexation plat. Once it is annexed, which takes time, it involves a survey of boundaries.

# Dates

Discussed *Meet & Greet* for Candidate’s coming up. Cheryl reminded the board about the MCPA virtual conference and to sign up. The next meeting will be 11/16 unless there is a workshop prior.

# Adjourn

Terri made a motion to adjourn the meeting at 7:50 p.m. and Bill seconded it. All in favor. Respectfully prepared by,

Jaime Fowler