



PLANNING AND ZONING COMMISSION September 20, 2022

1. Call to Order: 7:05p

Roll Call- Commissioners present: Michael Lunt, Justin White, Reid Stinnett,
Absent: Derek Flake, Jeff Greer
Staff present: Scott Allen, Joseph Jarvis

2. Pledge and Prayer: Prayer: Lunt Pledge: Stinnett

3. Call to the Public:

None

4. Commissioner Reports:

Stinnett requested an update on specific nuisance complaints that were submitted.
Lunt asked for clarification of about a pad being poured on E Street and another property in question.
Allen asked about the status of a property on West Gardens Ln.
Staff provided an update on each inquiry.

5. Approval of Previous Meeting Minutes:

A. MEETING MINUTES- August 16, 2022

Stinnett moved to approve the meeting minutes as presented. The motion was seconded by Lunt. The motion was approved unanimously with Flake and Greer absent.

6. Discussion/ Action Items:

A. SPECIAL USE PERMIT: 202-07-038A: JODI AND KEITH FLAKE: SECONDARY RESIDENCE

Applicant presented additional details about their request. They clarified the location of where they want to place the secondary residence for an immediate family member. Discussion about how to access sewer, the road easement, and if the property will become a rental. The applicant intends on using the additional property only for family.

Lunt moved to recommend the request to the Town Council. The motion was seconded by White. The motion was approved unanimously with Flake and Greer absent.

B. SPECIAL USE PERMIT: 202-42-019A: WILLIAM LADUKE: SECONDARY RESIDENCE

Applicant's representative shared additional details about where the home would be located.

They intend on installing another septic. Discussion between the Commissioners and the representative. Jarvis shared comments from the public hearing during the last meeting.

Discussion about how water and electricity will be brought to house. The applicant shared a site plan but did not have details for the secondary residence for an immediate family member, but it will be about 900 square feet. Stinnett encouraged the applicant to install a large enough driveway to accommodate the smaller road and the egress/ingress concerns raised during the public hearing. White requested additional details on the written comments received. The Commissioners discuss the request further with the applicant's representative and staff.

White moved to recommend the request to the Town Council, with the stipulation that the driveway be constructed larger than the minimum requirements to accommodate the comments

during this meeting. The motion was seconded by Lunt. The motion was approved unanimously with Flake and Greer absent.

C. DEVELOPMENT REVIEW: 202-18-016E: PRESTWICH

Staff shared additional details and so did the applicant. The Commissioners, applicant, and staff discussed details that were included in the packet and added after the agenda packet was finalized. Staff requested that the updated drainage details be shared with the Town's contract engineer so that they may provide comment on them. The updated versions were not available in time to share with the contract engineer, prior to the meeting.

Stinnett move approve the development review. With the stipulation that it is presented before any additional governing body that is necessary. 2nd by Lunt. Unanimous.

Stinnett moved to accept the development plan as presented, with the stipulation that it be presented before any additional governing body that is necessary. The motion was seconded by Lunt. The motion was approved unanimously with Flake and Greer absent.

D. DEVELOPMENT REVIEW: 202-41-139B: ADAIR

Staff and the applicant shared additional details about the development.

Stinnett moved to approve the development as presented. 2nd Lunt. Unanimous.

Stinnett moved to accept the development plan as presented. The motion was seconded by Lunt. The motion was approved unanimously with Flake and Greer absent.

E. PROPOSED TOWN CODE CHANGE

Stinnett encouraged the Commissioners to review the proposed code changes and for this item to be added to the next agenda.

7. Open Public Hearing: (The applicable Item 8 was discussed after Item 7 was discussed)

A. ZONING CHANGE REQUEST: 202-10-069: SMITH (TENNEY): REZONE FROM R-1 TO R-10

Staff shared details on the request for a representative was not present. A neighbor received confirmation that no other houses can be constructed on the current or future parcels. The set-back requirements will not allow additional homes.

B. VARIANCE REQUEST: 202-15-011A: CARPENTER: ALLOWING EXISTING SHED TO REMAIN IN THE FRONT YARD AND BEFORE THE PRIMARY STRUCTURE WAS CONSTRUCTED

Staff shared the details of this request for a representative was not present. Staff used the site plan and zoning maps to explain what currently exists on the parcel. The Commissioners would rather support a lot line adjustment instead of a variance.

C. VARIANCE REQUEST: 202-06-009A: RUTH FLAKE (RON FLAKE): SPLITTING OF PARCELS

Applicant shared additional details about their request and their overall plan. The applicant provided an explanation utilizing different maps. The Commission is only considering splitting survey #3 into four parcels (see the map of multiple surveys). The Commission, the applicant and staff discussed details about the request and the overall plan. A member of the public suggested that the Commission consider the existing situation. There is a road (recognized and maintained by the Town) that goes through parcel 009A. It has been a natural divide for many years and based on how it is viewed, the applicant is just splitting two parcels into two more parcels.

8. Close Public Hearing:

A. ZONING CHANGE REQUEST: 202-10-069: SMITH (TENNEY): REZONE FROM R-1 TO R-10

White moved to recommend this request for approval. The motion was seconded by Lunt. The motion was approved unanimously with Flake and Greer absent.

B. VARIANCE REQUEST: 202-15-011A: CARPENTER:ALLOWING EXISTING SHED TO REMAIN IN THE FRONT YARD AND BEFORE THE PRIMARY STRUCTURE WAS CONSTRUCTED

Stinnett moved to recommend a lot line adjustment. The motion was seconded by Lunt. The motion was approved unanimously with Flake and Greer absent.

C. VARIANCE REQUEST: 202-06-009A: RUTH FLAKE (RON FLAKE): SPLITTING OF PARCELS

Lunt moved to recommend this request for approval. The motion was seconded by Lunt. The motion was approved unanimously with Flake and Greer absent.

9. Adjourn 8:38p