

Planning Commission Meeting Minutes

Monday, September 9, 2024

7:00 p.m.

Vice-Chairman Pam Shellenberger called the meeting to order on Monday, September 9, 2024 at 7:00 p.m. Vice-Chairman Pam Shellenberger led those in attendance in the Pledge of Allegiance to the Flag and introduced the Board.

Members Present: Pam Shellenberger, Martin Peak, James Henke, Don Mann
Members Absent: Jay Provanzo, Keith Hoover
Staff Present: Nate Taggart, Adrienne Kautz
Visitors Present: See Attached Sign In Sheet

Approve the Meeting Minutes from August 12, 2024 – Vice-Chairman Pam Shellenberger entertained a motion to approve the August 12, 2024 Planning Commission meeting minutes. Martin Peak made a motion to approve, James Henke seconded the motion and it passed unanimously.

New Business

24-003 – Final Subdivision Plan for 4160 Blue Rock Road – LASA Blue Rock Facility Upgrade – The applicant is proposing a minor subdivision and a proposed upgrade and expansion of the existing wastewater treatment plant. The properties are located in the Rural (R) Zone.

Requested Modifications include: 388-11.A (Preliminary Plan), 388.21.B.3-7 & 388-21.C (Existing Features), 388-42.E (Reconstruction of Streets), 388-42.G.1.b (Right of Way), 388-42.K (Curbing), 388-42.L (Sidewalks).

Wes Heisley, of Dawood Engineering, is representing the plan along with Mike Wolgemuth from LASA. They are looking to upgrade the LASA plant to bring it up to current standards for nutrient removal.

Mr. Henke made a motion that the LASA Blue Rock Facility Upgrade plan be advanced to an Action Item. Martin Peak seconded the motion, and the motion passed unanimously.

Mr. Henke made a recommendation to approve the modifications for Sections 388-11.A (Preliminary Plan), 388.21.B.3-7 & 388-21.C (Existing Features), 388-42.E (Reconstruction of Streets), 388-42.G.1.b (Right of Way), 388-42.K (Curbing), and 388-42.L (Sidewalks) based on the justifications presented and based on the letter from Rettew dated 9/5/24. Martin Peak seconded the motion, and the motion passed unanimously.

Mr. Henke made a recommendation that the Final Subdivision Land Development Plan for the LASA Blue Rock Facility Upgrade at 4160 Blue Rock Road be recommended for approval subject to Rettew's September 5th review letters. Martin Peak seconded the motion, and the motion passed unanimously.

24-006 – Preliminary/Final Subdivision Plan for 275 Redwood Drive – The applicant is proposing a subdivision to create two additional residential building lots. The property is located in the Medium Density Residential (RM) Zone.

Requested Modifications include: 388-24 & 388-39 (Wetland Study), 388-42.K.1.a (Curbing), and 388-42.L.1 (Sidewalks).

Randy Dautrich, of Dautrich Engineering, is here to present the plan. The proposal is to take one large single family lot and subdivide off two additional lots for a duplex with one unit being on each new lot.

Mr. Henke asked if they are having stormwater from the upper lot being conveyed and stored in a pit on the lower lot. Mr. Dautrich stated that all the downspouts go directly into the inlet.

Martin Peak made a motion to move the 275 Redwood Drive Preliminary/Final Subdivision & Land Development Plan from a Briefing Item to an Action Item. James Henke seconded the motion, and the motion passed unanimously.

James Henke made a recommendation to our Board of Supervisors to approve the requested modification of Sections 388-24 & 388-39 (Wetland Study), 388-42.K.1.a. (Curbing) and 388-42.L.1 (Sidewalks) based on the justifications presented and the 9/4/24 Rettew review letter. Martin Peak seconded the motion, the motion passed unanimously.

James Henke made a motion to recommend approval of the Preliminary/Final Subdivision & Land Development plan for 275 Redwood Drive based on Rettew's September 4, 2024 review letters. Martin Peak seconded the motion, the motion passed unanimously.

Proposed Right-of-Way Ordinance Review

Mr. Taggart gave an update on the Proposed Right-of-Way Ordinance.

Ms. Shellenberger said that she noticed a few editorial items that should be corrected for consistency purposes. She is going to provide Mr. Taggart with a copy of it.

Mr. Henke asked if this is required for a driveway permit or if there is a separate application for this type of work. Mr. Taggart stated this type of work is now handled under our Road Opening Permit when digging anywhere within the Right-of-Way, now it will be handled under this new proposed ordinance. Driveway permits are separate from this type of permit.

Martin Peak made a motion to approval the Proposed Right-of-Way Ordinance number 2-2024 with the revisions provided by Ms. Shellenberger. James Henke seconded the motion, the motion passed unanimously.

Public comment:

No Public Comment

Adjourn

With no further business to discuss, Martin Peak motioned to adjourn the meeting. The meeting adjourned at 8:00 p.m.

Respectfully Submitted,

Don Mann
Secretary

Recording Secretary, Adrienne Kautz