

**MINUTES – PLANNING COMMISSION MEETING
SEPTEMBER 6, 2016 TOWN HALL**

CALL TO ORDER

Vice-Chairman Schnupp called the meeting to order at 7:35 pm with the following in attendance: Messrs.: Childress, Gaertner, Moreth and Wehrspann. Councilman William McKim, Land Use Administrator Betty and Mrs. Lopus, Administrative Assistant, were also present.

**CONTINUATION OF WRIGHT NISSAN RENOVATIONS
10520 PERRY HIGHWAY**

This is a continuation of the preliminary and final approval of a Site Plan Application for Wright Nissan Renovations for an addition to the existing building. The property is located at 10520 Perry Highway.

Land Use Administrator Betty said that Mr. Kittle is here having made changes to the plan after last month's meeting.

Mr. Quintin Kittle of qkArchitecture presented the revised site plans. The latest plan addresses the Gateway comments of August 4, September 7 and today's PVE Sheffler letter dated September 6. Mr. Kittle went through the changes saying there were five items outstanding. Regarding bufferyards, they are existing and shown. Mr. Betty said that they need to show how they are meeting the buffer requirements. Mr. Kittle said that they surveyed the property and tallied every tree. Missing in the buffer are short plants. Mr. Betty said you can supplement to get what you need to comply. There is an eight (8) foot slope on route 19 where there are bushes but no trees. Mr. Kittle said they will plant two planting areas on the Reichold side in addition to existing trees.

Site triangles were pointed out and formulated using the chart from the Town. Mr. Harold "Bud" McCutcheon said the storm system is not conflicting with the foundation. Mr. Kittle showed the hydrant and fire department connection. Mr. Betty said the Fire Marshal is satisfied with the locations.

Regarding stormwater comments, the plan corrects the depiction of the pipes going in and out of the structures then into the tanks and another run and a headwall was added.

Regarding the concern of the parapet, the building is four (4) feet and the parapet is four (4) feet making the total eight (8) feet above the parking lot grade.

The car wash is a recycled system with an oil water separator and any excess water from the car wash goes to the sanitary system. The dumpster location is a concrete pad and the enclosure is chain-link. Sidewalks are shown. The HOP note is on the plan. A photometric plan has been submitted.

Motion was made by Dr. Childress to recommend approval of this site plan application. Motion was seconded by Mr. Gaertner and by a vote of five (5) in favor and zero (0) opposed it was unanimously approved. Mr. Meinert and Mr. MacIntyre were absent from the vote.

**PEGULA-SIPPLE PLAN OF LOTS
10400 OLD FARM LANE**

This is a preliminary and final approval of a subdivision a lot line revision application for the Pegula-Sipple Plan of Lots. The property is located at 10400 Old Farm Lane.

After review by Town staff and engineers it was determined the plan was not complete and therefore not accepted as an application.

**SKETCH PLAN
1700 DUNCAN AVENUE**

This is a Sketch Plan for a vertical expansion of 1700 Duncan Avenue. The property is zoned (C-7) General Office.

Land Use Administrator Betty said that this is a sketch plan review that has no basis for a legal action, and the Planning Commission is here to review the plan and give suggestions. Mr. Betty said what they want to do on this lot is build a vertical addition.

Mr. David McLean showed the location and plans of the existing conditions. Mr. McLean explained that this is a split-level home turned into an office. Mr. McLean explained that this is zoned C-7. This is a conforming use but a non-conforming structure with respect to setbacks. They would like to build up ten (10) to twelve (12) feet adding 1,500 square feet of office space. The company will not be adding employees but will give the current workers more space. The proposed plan shows the development of parking across the front of the building to attain thirteen (13) required spaces. The required buffer zones needed are D and G. On the residential side there is a good stand of trees and will be supplemented to make it a twenty-five (25) foot bufferyard G. There is one resident abutting the property. The footprint of the building will not change.

The building will be thirty-four (34) feet high. The top of the addition will be finished with a cement fiber siding that looks like wood and a sloping shingle roof. There will be deck type stairs for egress from the rear of the building. A dumpster is not needed as all the trash for the accounting business is contained inside. This building will meet the ADA (American Disabilities Act) requirements.

The staircase encroaches into the rear setback. Discussion ensued regarding the staircase. Planning Commission suggested they move the staircase to the front to minimize the encroachment and possibly enclose it. It was asked that they take the plan to the neighbor to discuss the changes. There is not a requirement that the building be sprinklered. There will be an added condenser for the air conditioning that will be placed next to the existing condenser.

Mr. Betty said that the plan needs a variance for the setback requirements.

MINUTES APPROVAL

Motion was made by Mr. Wehrspan and seconded by Mr. Gaertner to approve the minutes of the August 2, 2016 Planning Commission meeting. The minutes were approved.

ADJOURNMENT

There being no further business the meeting adjourned at 8:44 pm.

Respectfully submitted,

A handwritten signature in cursive script that reads "Richard C. Schnupp".

Richard C. Schnupp
Vice-Chairman, Planning Commission

RCS/ml