

**MINUTES
TOWN OF MONTVERDE
PLANNING AND ZONING BOARD**

September 29, 2016

The Planning and Zoning Board of Montverde met on September 29, 2016 at 6:30 p.m. in special session in the Town Hall Mayor's Office.

The recommendations of the Planning and Zoning Board will be submitted to the Town Council at a Council meeting to be held on Tuesday, October 11, 2016 at 7:00 p.m. in the Town Hall Auditorium.

Board Members Present:

Glen Brecheen
Skip Perry
Allan Hartle
Sandy Baker

Staff Present:

Graham Wells, Town Clerk,
Sean Parks, Town Planner

Glen Brecheen called the meeting to order at 6:35 p.m., and then led the Pledge of Allegiance.

ROLL CALL:

Following the roll call by Graham Wells, Town Clerk; a quorum was announced.

MINUTES:

Minutes for the Planning and Zoning meeting held on March 2, 2016 were unanimously approved.

MINUTE APPROVAL:

MOTION by Sandy Baker SECONDED by Skip Perry, to approve Planning and Zoning Board Minutes for March 2, 2016.

FOR: Brecheen, Hartle, Perry, Baker

AGAINST: None

MOTION CARRIED: 4-0

Chairman Glen Brecheen handed the meeting over to Sean Parks. He outlined the two items on the agenda: a Minor Site Plan Application from Montverde Academy to install a temporary 24' x 60' modular building to be used as a sports facility office and also a Preliminary Site Plan Application from Pillar Homes to subdivide a parcel of land known as Morningside Park.

APPLICATION FOR MINOR SITE PLAN APPROVAL – MONTVERDE ACADEMY

Sean Parks pointed out on the map the proposed location, east of the parking lot for the sports facility. The Academy has a two year lease on the building and no immediate plans to build a permanent structure. The minor site plan application is required because of the size of the building and also due to the institutional zoning. A recommendation from the Board to Council is requested either to approve, approve with conditions or to decline the application.

Sandy Baker asked if they would have rest rooms in the building. *Mr. Parks* responded that there would be with utility and sewer hookup. *Ms. Baker* said that she would make a motion to approve with the following conditions: If there are any changes to the use of the building, the Academy must come back to the Town for a change of use permit and also that if it exceeds two years that they must request an extension. *Allen Hartle* seconded the motion.

MOTION by Sandy Baker, SECONDED by Allen Hartle, to recommend to Council to approve the application with the recommended conditions shown above.

Glen Brecheen asked for a roll call vote.

FOR: Brecheen, Hartle, Perry, Baker

AGAINST: None

MOTION CARRIED: 4-0

PRELIMINARY SITE PLAN APPROVAL – PILLER HOMES

Sean Parks stated that this was a straight forward application. He pointed out the position on the map adding that it was originally platted as a subdivision for fourteen lots in 1925. The applicant was requesting eight lots which is in line with the R1-M zoning, The Town's attorney recommended that even though it was an existing subdivision; a Preliminary Site plan was required due to the changes in the code since it was platted in 1925.

Mr. Parks said that a motion was required to recommend approval, not to approve or approval with conditions to Council. If approved by Council the applicant would have to come back to Planning and Zoning for final plat review before going to Council again for final plat approval. The extra step ensures that the final plat approval includes all the terms and conditions required. *Glen Brecheen* asked why they needed the extra step if it was already a platted subdivision. *Mr. Parks* stated that it was on the advice of the Town's legal counsel.

Mr. Parks has informed the applicant that 5 foot sidewalks would be required on the street side on each of the lots and suggested that the Board make it a stipulation in the motion. *Sandy Baker* asked what the current zoning was. *Mr. Parks* said it was residential R1-M which is four units per acre as it is already in the Town. The application meets the zoning requirements of 50 feet frontage, 10,400 square feet lot size and all setbacks. The original platted lots were too small for septic systems.

Ashley Taylor, a Realtor representing a neighbor of the development asked about the sizes of homes that could be built. *Mr. Parks* responded that the smallest was 1,100 square feet for a one or two bedroom home and 1,250 for three or more excluding garages, carports or screened areas. Her concern was that small homes may bring down the value of neighboring properties. It was suggested that Pillar Homes had a good reputation and would be building good size homes.

Four of the lots will front CR455 and four will front Morningside Drive with one driveway per lot. *Ms. Taylor* asked about the proposed timeline. The applicant has six months to make an application for final plat approval but no information was available on the developer's timeline to build. *Skip Perry* asked if they were going to be single or two story homes. No information is available but they could be either up to 35 feet in height.

Being no further discussion, Chairman Glenn Brecheen asked for a motion.

MOTION by Skip Perry, SECONDED by Allen Hartle, to recommend to Council to approve the application with the requirement to install 5 feet sidewalks on all lots.

Glen Brecheen asked for a roll call vote.

FOR: Brecheen, Hartle, Perry, Baker

AGAINST: None

MOTION CARRIED: 4-0

Open discussion took place on the annexation of Black East and other topics not relevant to the two agenda items. These are not included in these minutes.

Following the discussion a motion to adjourn was requested at 7:35 pm.

ADJOURNMENT:


MOTION by Sandy Baker, SECONDED by Skip Perry to adjourn.

FOR: Brecheen, Hartle, Perry, Baker

AGAINST: None

MOTION CARRIED: 4-0

Respectfully submitted,



Graham Wells, Town Clerk



Glen Brecheen, Chairman