

Planning Commission



Minutes of the Thursday, November 19, 2015 Regular Meeting

Members of the Planning Commission

Woods Burnett

Chairman

Leonard Carter, Jr.

Bob Clark

Richard Fletcher

Timothy V. Key

JoAnn McKie

Larry Watts

1. **Call to Order** – The regular meeting of November 19, 2015, having been duly publicized, was called to order by Chairman Woods Burnett at 7:00 p.m.
2. **Roll Call** – Members present were Chairman Burnett and Commissioners Len Carter, Bob Clark, Richard Fletcher and JoAnn McKie. Commissioners Tim Key and Larry Watts were absent. Also in attendance were Scott Sterling, AICP, Director of Planning and Development; Christine DeCamp, AICP, Planner; the project applicant's representative; and the press.
3. **Approval of Minutes** – The minutes of the October 15, 2015 Study Session and October 15, 2015 Regular Meeting were approved as written.
4. **Confirmation of Agenda** – There were no changes to the agenda.
5. **Application PP 15-003** – A request by Wando Partners, LP for approval of a major subdivision plan for Wando Woodlands, Section 5.

Mr. Sterling reviewed the application as outlined in Staff Report PP 15-003. The application is complete and compliance review comments for the first plan submittal have been transmitted to the applicant. The applicant's submittal of revised plans that will address the compliance comments is expected shortly. Mr. Sterling noted that the major subdivision plan submittal conforms to the approved PD minor modification that was approved by ordinance on August 3, 2015.

Philip Green, P.E., Southern Partners, Inc., the applicant's representative, briefly reviewed the development plans for Section 5. In answer to Commissioners' questions regarding subdivision tree planting requirements, Mr. Green stated that home buyers will be made aware of maintenance and replanting requirements. The subdivision covenants will be one method of homebuyer notification and Mr. Green stated that the applicant is willing to amend the covenants and/or closing documents to ensure homebuyer awareness.

In answer to Commissioners questions regarding steep slopes in this section of the subdivision, Mr. Green sated that his engineering work found no slopes in excess of thirty percent (30%). Finally, Mr. Green briefly reviewed some of the staff compliance review comments that will be addressed in the next submittal.

In addition to questions related to steep slopes and subdivision tree replacement, Commissioners asked questions and discussed the outstanding compliance items; the proposed grading plan and street design; potential wetland impacts to Section 5; and the topic of "net lot coverage" with relation to the required per lot tree canopy.

Mr. Green and Mr. Sterling responded to all questions and comments.

Consideration of Application PP 15-003 – Commissioner Fletcher moved to approve the major subdivision plan for Wando Woodlands, Section 5, subject to the following conditions:

- 1. Prior to approval of the major subdivision plan, the applicant shall revise the plan sets and supporting documentation to provide all required technical information listed in staff review comments.**
- 2. Prior to approval of the grading permit, the applicant shall provide the asphalt pavement design detail and pavement design calculations based on existing soil conditions within the road rights of way and projected traffic volumes.**
- 3. Prior to approval of the major subdivision plan, the applicant will revise and submit an addendum to the subdivision covenants that is related to perpetuation of the subdivision trees and is acceptable to the Planning Director.**

Commissioner Clark seconded the motion. The motion passed unanimously.

- 6. Election of Officers for 2016 – Commissioner Fletcher nominated current Chairman Woods Burnett to serve an additional one year term as Planning Commission Chairman. Commissioner McKie seconded the nomination.**

There were no other nominations. Chairman Burnett was elected Chairman for 2016 on a 4-0 vote, with Chairman Burnett abstaining.

Commissioner Clark nominated current Vice-Chairman Richard Fletcher to serve an additional one year term as Planning Commission Vice-Chairman. Commissioner McKie seconded nomination.

There were no other nominations. Commissioner Fletcher was elected Vice-Chairman for 2016 on a 4-0 vote, with Chairman Fletcher abstaining.

7. **Consideration of 2016 Meeting Schedule** – Mr. Sterling briefly reviewed the proposed 2016 Planning Commission meeting schedule. The 2016 Planning Commission meeting schedule was adopted as presented.
8. **Staff Reports** – Mr. Sterling:
- Referenced the October monthly report as well as supplemental reading material included in the Commission agenda packet.
 - Updated Commissioners on the 2015 Comprehensive Plan. He stated that the recent charrette was successful, generating much useful information for the Stantec consultants to incorporate into the draft plan. Additional meetings are not yet scheduled but Commissioners will be kept informed.
 - At Chairman Burnett's request, Mr. Sterling reported on activity following the presentation of Bergen Road residents at the October Planning Commission meeting. The Director of Engineering is in the process of evaluating the need for a four-way stop at Bridle Path and Longstreet Crossing.
9. **Adjourn** – With no objection, Chairman Burnett adjourned the meeting at 7:40 p.m.

Respectfully Submitted,

Scott Sterling, AICP, Director
Department of Planning and Development
Secretary to the Planning Commission