

TOWN OF TRAPPE  
PLANNING COMMISSION MEETING

November 16, 2021

**Meeting – 6:00 pm**

The meeting was called to order at 6:05 pm by Chairman Edgar Harrison. Planning Commission members: Bobby Quidas and Brian Schmidt were present. Other attendees for the Town: Zoning Administrator Haley Grinnell, Town Planner Peter Johnston, and Town Attorney Lyndsey Ryan. Public attendees: Bob Rauch, Don English, Elizabeth Ferguson, Ryan Showalter.

**Review of Minutes**

The minutes from the October 19, 2021 meeting were approved as presented.

**Old Business**

No old business to discuss.

**New Business**

***New Business***

***Elizabeth Ferguson- Concept Plan***

Mrs. Ferguson presented a concept plan to portion her property into two lots to sell (filed with minutes). Peter Johnston made some suggestions to Mrs. Ferguson that before a subdivision can proceed, clarification concerning ownership of Greenfield Avenue needs to be made. If the public portion of Greenfield Avenue extends as shown in GIS mapping data is correct, then Greenfield Avenue bisects Mrs. Ferguson's proposed new lot, resulting in three lots, not two as requested. Attorney Ryan stated that in the plat Mrs. Ferguson provided the Planning Commission did not meet the Town's setbacks as the proposed new lot line ran through one of Mrs. Ferguson's buildings. Mrs. Ferguson stated she would move the property line to make it a conforming lot or demolish a portion of the building once she has the property surveyed by an engineer.

***Lakeside- Preliminary 1D-E***

Bob Rauch presented a preliminary plat for Phase 1D-E. Peter Johnston gave recommendation based on his review of the preliminary subdivision (filed with the minutes). Peter Johnston asked if a ten (10) foot drainage and utility easement apply to Phase 1D-E, as in Phase 1A and B and Mr. Rauch stated that yes, they will have a 10-foot drainage and utility easement on the final subdivision plat prior to recordation. Peter Johnston stated that the applicant's need to label the strip between lots 181 and 182 based on its proposed use of the open space. Mr. Rauch stated the strips are drainage easements and will be labeled on the

improvement plan. Peter Johnston suggested to the Planning Commission to waive the information requirements for now as part of the preliminary plat process and require they be addressed in any subsequent submission. The Planning Commission had no objections at the time. Peter Johnston asked how many of the 8 open space areas will be used as stormwater management features. Mr. Rauch stated that the detail on the open space will be more evolved in the improvement plan. Peter Johnston asked the applicant to discuss buffer requirements between future spray fields and structures, property lines, roads, and open and recreation areas in the vicinity of Lot 176 through 181 and to address proposed buffer plantings and management in the Landscape Plan with final plans. Mr. Rauch stated that the open space between lots 176-181 is reserved fields for future spray fields area when and if necessary. He also stated that a twenty-five-foot (25) buffer is required to be between the property and spray field. Mr. Rauch stated that the twenty-five (25) foot buffer reserve field is in addition to the eighty-seven (87) acres. Peter Johnston asked about the parking spaces and what the dimension were. Mr. Rauch stated that they are going to conform and comply with the specifications in the Town Code once they have a design. In Peter Johnston's comments he also stated that lots 176-181 are not included on the Illustrative and other PUD plans. After discussion, Peter Johnston determined the proposed amendment:

- Does not conflict with the applicable purposes and land use standards of this Ordinance;
- Does not prevent reasonable access of emergency vehicle access or deprive adjacent properties of adequate light and airflow;
- Does not significantly change the general character of the land uses of the approved PUD Plan;
- Does not result in any substantial change of major external access points;
- Does not increase the total approved number of dwelling units or height of buildings; and
- Does not decrease the minimum specified setbacks, open space area, or minimum or maximum specified parking and loading spaces.

Peter Johnston recommended the Planning Commission approve as a "minor amendment" the addition of Lots 176- 181 to Phase 1, Section D/E as per Section 1.60 of the Trappe Zoning Ordinance. Commissioner Schmidt made a motion to approve the minor amendment to include lots 176-181 to Phase 1D-E. Commissioner Quidas seconded the motion and a vote was called:

Vote:

Harrison – Y Quidas – Y Metje – Absent Schmidt – Y Diefenderfer– Absent

Motion Approved.

Peter Johnston also recommended, subject to comments provided by GMB, that the Planning Commission approve Phase 1, Section D/E preliminary subdivision plat. Commissioner Schmidt

made a motion to approve preliminary plat for Phase 1, Section D-E subject to review and comments by GMB. Commissioner Quidas seconded the motion and a vote was called:

Vote:

Harrison – Y Quidas – Y Metje – Absent Schmidt – Y Diefenderfer– Absent

Motion Approved.

### ***Wes Shuman- Plat Revision***

Wes Shuman asked the Planning Commission if he could black-top a 15-foot one way alley out to Greenfield Avenue for his 6 townhomes residents and emergency personnel. Attorney Ryan stated that the Planning Commission could approve the request as a minor revised subdivision plat. Attorney Ryan also stated that the public works agreement should be amended to reflect the revised plats so that it shows the road because Wes Schuman is maintaining all the roads within that development. Commissioner Schmidt made a motion to approve the minor revised subdivision plat conditioned upon amending the public works agreement. Commissioner Quidas seconded the motion and a vote was called:

Vote:

Harrison – Y Quidas – Y Metje – Absent Schmidt – Y Diefenderfer– Absent

Motion Approved.

Staff Items

### **Zoning Ordinance Review**

Peter Johnston suggested that the Planning Commission should start the amendment with the Village Overlay because it is the most beneficial to the town and gives the town flexibility. Peter Johnston also suggested to remove the Special Exception to make decisions without the approval of the Board of Appeals. Peter Johnston suggested that the Planning Commission look at the lot area, lot dimensions, and set back requirements. Peter Johnston stated that parking is an issue and should note that parking should have flexibility. Chairman Harrison presented his suggestions for the revised Zoning Ordinance to the Planning Commission:

- TITLE 1 Section 3:
- M Industrial (None established) - Remove “None Established”
- Add VO – Village Overlay
- Add VRA – Village Redevelopment Sub Area
- Add HCM – Highway Commercial Mixed
- Section 8 Zoning Administration “he” to be replace with he or she

The Planning Commission had no objections to Chairman Harrison's suggestions. Zoning Administrator Haley Grinnell will create a draft binder of all the amended Zoning Ordinance each Commissioner has suggested at each meeting. Once the amended Zoning Ordinance is completed, the Commissioner's will present a draft to the Town Council.

Adjourn

With no other business to discuss, the meeting was adjourned at 8:00 pm.

Respectfully submitted,

Haley Grinnell

Zoning Administrator