

Town of Trappe
Planning Commission
November 21, 2023

Meeting – 6:00 pm

The meeting was called to order at 6:00 pm by Chairman Edgar Harrison. Planning Commission members Bobby Quidas, Scott Metje and Brian Schmidt were present. Other attendees for the Town: Town Administrator Erin Braband, Town Attorney Lyndsey Ryan and Town Planner Peter Johnston.

Review of Minutes

The minutes from the October 17, 2023 meeting were approved as submitted.

Old Business

None

New Business

Dollar General Concept Site Plan –

Curtis Snyder and Virginia from Rauch, Inc. presented a concept plan for Dollar General and asked for the Planning Commission's feedback so they could present a final site plan at a future Planning Commission meeting once the C2 text amendment Ordinance was passed and in effect. The Planning Commission voiced their concerns with the way that the building looked and stated that they wanted it have more architectural detail, more uniqueness and not just be a metal building with some brick around the bottom of the front. Planner Johnston voiced concerns over the site plan scale not being correct, a portion of the parking lot appearing to be over the property line and the metes and bounds description not closing. Mr. Snyder stated that he would discuss the Planning Commission's concerns with the way the building looks with the developer and come back to the December Planning meeting with a revised site plan. If the Town Council approves the C2 text amendment Ordinance at their December 6th meeting, the Ordinance would go into effect on December 26th and the site plan would be eligible for approval at the Planning Commission's January 16, 2024 meeting.

Beer, Wine, Liquor Store Proposal –

Curtis Snyder stated that they are proposing to put a liquor store in the retail portion of the Coffee Trappe and he submitted a special exception application to permit off sale alcoholic beverages. This matter will come to the Planning Commission at their December 19th meeting to allow them time to review the application and a Board of Appeals hearing will be held in January.

Lakeside Phase 1C-3 Subdivision Plat –

Bob Rauch presented a plat that changes 5 townhouse lots from 22 feet wide to 16 feet wide. This change is being made in response to the demand for smaller, more affordable housing and is the only change that is being proposed. Planner Johnston stated that he wants to see all the building restriction lines on each lot and requested that the note on the plat stating that the lots are 22 feet wide be changed to 16 feet wide. Commissioner Schmidt made a motion to authorize the Chairman to sign the Phase 1C-3 subdivision

plat once Planner Johnston's changes were made and all other signatures were obtained. Commissioner Quidas seconded the motion and it was unanimously approved.

Commission/Staff Items

Commissioner Schmidt suggested that the Planning Commission hold monthly workshops in addition to their meetings so they could work on the Zoning Ordinance Amendment and get it completed. After discussion it was decided to hold a monthly workshop the 2nd Monday of every month at 4:45 pm until the Zoning Ordinance has been completed. The first workshop will be held on December 11th.

Zoning Ordinance Amendments/Additions –

The Planning Commission discussed the sections that they want to work on at the next workshop and members were asked to review the Design Guidelines and the Introduction in preparation for the workshop.

There being no further business to discuss, the meeting was adjourned at 7:52 pm.

Respectfully submitted,

Erin Braband, Town Administrator/Clerk