

**Planning and Zoning Committee
December 11, 2017 @ 5:00pm
Meeting Minutes**

In attendance were Town Code & Building Official Eric Evans, GMB Representative Andrew Lyons Jr., Committee Member Peter Michel and Code & Building Assistant Robin Caporaletti.

1. **CALL TO ORDER:** Town Code & Building Official Eric Evans called the meeting to order at 5:00 p.m.
2. **ROLL CALL:** Mr. Evans stated all members were present except for Town Manager, Deborah Botchie.
3. **PLEDGE OF ALLEGIANCE**
4. **APPROVAL OF MINUTES - October 30, 2017**
Committee Member Peter Michel motioned to adopt the meeting minutes from the October 30, 2017 Planning & Zoning Committee meeting. Mr. Evans seconded the motion. Motion carried 2-0.

MOTION TO ENTER PUBLIC HEARING

Mr. Evans motioned to go into public hearing at 5:05 p.m. Mr. Michel seconded the motion. Motion carried 2-0.

5. **NEW BUSINESS**
 - A. Public Hearing Notice - Mr. Evans read the notice posted in the November 22, 2017 Coastal Point.
 - B. Written Comments - Eric Evans
There were no written comments submitted.
 - C. Review and possible vote on a preliminary subdivision and site plan submitted by Civil Engineering Associates (CEA) on behalf of Millville Town Center LLC, for Village 1 in the Millville by the Sea Master Plan, located on Tax Map Parcels 134-15.00-121.00, 16.00-3.02, 16.00-19.00 and 16.00-20.00. The applicant is submitting a plan which proposes 117 lots. (31 SFH, 36 SFTH, 48 Villas, 2 Misc.)

Ron Sutton of CEA explained the preliminary subdivision/site plan showing:
 - 1) the connection link from Substation Road to the next link in Sea Star
 - 2) expansion of the sewer system to extend to Roxana Road
 - 2) reworked trail network and trying to keep the trails open as much as possible during construction
 - 3) the locations of storm water management ponds
 - 4) the proposed RV storage area for resident's use
 - 5) the other miscellaneous lot for the proposed lap pool

Mr. Evans ask if there would be room for parking at the lap pool amenity? Mr. Sutton showed the area on the plans where the proposed parking would be and added that this hearing is for lot approval only, but the developer wanted to show what would be included in the phase. The pool itself will be on separate plan for approval when schematics are completed, but we feel it is important to show what is coming. Mr. Ruble has two pool companies that are working on the lap pool proposing 4 to 6 lap lanes and 75' in length, whichever works the best.

Mr. Michel asked will it be phased in. Mr. Ruble said their intention is to build 100% with what is on the plan. The lap pool plans should be included within the next few months for approval.

Mr. Evans said that he was not sure how the new development standard reads and believes it has been sent to LDC for their review. It may contain verbiage regarding bonding of the amenity center shown on the site plan, so it may be pushed along quite faster even if it does not go into construction. May need to be bonded before construction begins. Mr. Ruble said that by the end of the year, they should have a concept plan finalized to give to CEA to start fitting it into the plans and submit the final design to Council early next year. The goal is to build this with this phase and not later. We would like to include the RV storage area and try to roll 100 lots ahead at all times. At this time, there is a lot of stuff going on in the background with the Beebe Medical Center site which is a great priority now.

Mr. Michel asked about the details of the RV storage lot. Mr. Sutton showed the landscape plan and said that the lot would be gravel, not blacktop, with a chain link fence, regulated access through a lighted gate area and a landscape buffer for the residential lots behind this area. In regards to access, there may just be a notice to residents that they have set hours for access. Any lighting issues that arise after completion of the storage area will be addressed in the future.

D. Residents/Property Owner Comments & Questions

Sally Griffin, MBTS resident: Looking at the landscape plan between the power line easement and the new development, Ms. Griffin asked if the trees along the drainage ditch will remain? Mr. Sutton answered that some areas will be regraded for better drainage. Ditches on the south side of the powerline easement will be reworked mainly for storm water and as per the new storm water regulations, we have to treat all the waters, not just the impervious waters. Most likely it will be running as a grass line swale or a bio swale so we can get our storm water quality correct. At the same time, we are looking at trying to grade the swale out better so that it drains and makes its way to the sump area behind 2B2 and improve that area. We will preserve as many trees as possible.

Ms. Griffin asked if the new storm water ponds, would be a series of connections that is so extensive, will there be something to keep the waters moving? Mr. Sutton stated that aeration is designed as per the code, and they were designed as an amenity. The culverts will be 5-6' above the water surface for people with kayaks/paddle boards and the plan is to wrap all the way around and tie into the Summerwind pond. It cannot make it to the lifestyle amenity center due to two separate drain carriers. We show the aeration as required and may address this further in the future. The goal is to keep the water quality as high as we can. May need to talk about this topic in the future.

MOTION TO CLOSE PUBLIC HEARING

Mr. Evans made a motion to close the public hearing at 5:21 p.m. Mr. Michel seconded the motion. Motion carried 2-0.

6. Discuss and possible vote on the preliminary subdivision site plan with recommendation regarding the Town Council's review of the final site plan submittal.

Mr. Evans motioned to approve the preliminary subdivision site plan and recommend the applicant move forward with the final site plan with additional recommendations for Town Council's public hearing review. Mr. Michel seconded the motion. Motion carried 2-0. Proceed to final design.

7. RESIDENTS/PROPERTY OWNERS COMMENTS AND QUESTIONS

8. ADJOURNMENT

Mr. Evans motioned to adjourn the meeting at 5:32 p.m. Mr. Michel seconded the motion. Motion carried 2-0.

Respectfully submitted and transcribed
by Robin Caporaletti, Code & Building Assistant