Draft: 06-13-25
Approved:

TOWN OF MILLVILLE
Planning & Zoning (P&Z) Commission
Meeting Minutes
June 12, 2025 @ 7:00 p.m.

Commissioners Present*:** Chairperson Michael Burgo, Pat Plocek, Tim Roe, and Cathy Scheck. ***Town/Trade Employees Present: Town Manager Eileen Scerra, Facilities and Building Administrator James Simpson, Administrator to Town Manager Trish Marcules. ***Absent:*** Marshall Gevinson

1. **Call Meeting to Order**: Chairperson Michael Burgo called the meeting to order at 7:00 p.m. with the Pledge of Allegiance.

2. **Approval of Meeting Minutes**

   A. May 8, 2025

   Pat Plocek made a motion to approve May 8, 2025, Meeting Minutes. Mike Burgo second the motion. Motion passed 2-2, Mike Burgo deciding vote. (Tim Roe and Cathy Scheck abstained)

3. **Citizens Privilege**
   None – No citizens via zoom.

4. **Old Business**

   A. Review, discuss, and possible recommendation to TC regarding the Petition for Annexation submitted by Club House Crossing LLC.
   SYNOPSIS: This is a petition for Annexation submitted by Club House Crossing LLC for proposed annexation into Millville town limits. The proposed properties are located at 36587 and 36610 Club House Road, Tax Map Parcel# 134-12.00-138.01 and 134-12.00-151.00. This proposed will be R2 zoning. The petition was brought to TC on 5-20-25 and they approved to move forward to Planning and Zoning.

   Ray Blakeney presented the Petition for Annexation regarding the properties on Club House Road. He wished to annex into the Millville Town limits with R2 zoning. The

commissioners discussed soil testing to be done and referred to Annexation Meeting Minutes 4-9-25. Ms. Scerra stated that this meeting was for the review of the petition to accept the Annexation and the R2 zoning. Mr. Simpson stated the role of the P&Z Commission in the annexation process is not to go over the minute details such as soil testing. According to the Charter, the P&Z commission's role in the annexation process is to look over the proposed zoning that the applicant is requesting to annex in with and to determine if that is the right fit for the area that the annexation is occurring.

Pat Plocek made a motion to approve the Petition for Annexation with R2 zoning. Cathy Scheck second the motion. Motion passed unanimously 4-0.

5. **Announcement of next Planning & Zoning Meeting** – Thursday, July 10, 2025 @ 7:00 PM

6. **Adjournment**

Mike Burgo made a motion to adjourn the meeting. Pat Plocek second the motion. Motion passed unanimously 4-0.

Mr. Burgo closed the meeting at 7:12 P.M.

** NOTE: Minutes were dictated by hand due to recording error **

Respectfully submitted,

Trish Marcules
Administrator to the Town Manager