

PLANNING & ZONING MEETING

APRIL 18, 2024

ATTENDEES: David Chillas, Chair
Morris Deputy, Town Manager
Frank Bailey, Fire Chief
Chuck McCausland
Jenn Parrish
Joe Pontak
Charles Roberts
Keith Thompson

AGENDA:

A. 211 Silver Lake Road – Conditional Use Permit request for a daycare center in an R-1A zoned area, at St. Anne’s Episcopal School. CU-13-24. Tax Parcel Nos. 23-016.00-026 and 23-016.00-027.

Renee Choudoin, representing St. Anne’s Episcopal School, explained that the Department of Education is requiring that all child care centers for private and parochial schools are licensed with the State. She indicated the school has been running a 3 and 4 year old program for 10 years. Part of the licensing process requires zoning confirmation from the Town; a Conditional Use Permit is required for child care centers.

Moved by Jenn Parrish and seconded by Charles Roberts to recommend Mayor and Council approve 211 Silver Lake Road – Conditional Use Permit request for a daycare center in an R-1A zoned area, at St. Anne’s Episcopal School. CU-13-24. Tax Parcel Nos. 23-016.00-026 and 23-016.00-027. Motion Carried Unanimously.

B. 900 & 1000 N. Broad Street – Conditional Use Permit request for two flex space buildings and a retail building in an M-I zoned area. CU-14-24. Tax Parcel Nos. 23-003.00-132 and 23-001.00-144.

John Tracey from Young, Conaway, Stargatt & Taylor, and Julian Pellegrini with the Pelsa Group presented the Conditional Use Permit request and Preliminary Subdivision Plan for 900 and 1000 N. Broad Street.

- 900 N. Broad Street, the Southern States property, is a 3.62 acre parcel; 1000 N. Broad Street is the Schagrin property, a 2.1 acre parcel.
- The properties were annexed last fall with the Manufacturing-Industrial zoning classification.
- The property line between the two parcels will be shifted to the south, increasing the size of the 1000 North Broad Street property.

- A couple of structures on the 1000 N. Broad Street parcel will be removed.
- An 11, 440 square-foot retail building will be constructed on the 1000 N. Broad St. parcel.
- Two, 9,750 square-foot flex space buildings will be constructed on the 900 N. Broad St. parcel.
- Access to 1000 N. Broad will continue to be from N. Broad Street; a new access will be added for the 900 N. Broad St. property; interconnections will be provided between the parcels.
- The use is appropriate for the M-I zoned parcels.
- The retail proposed for the 1000 N. Broad St. parcel is an expanded show room for the products the Schagrin business offers.
- The flex space proposed for 900 N. Broad Street will be utilized by contractors, small businesses, storage, etc.

Frank Bailey commented the plan states the existing fire hydrant is 592 feet away.

Julian Pellegrini said, per the Town, the water line will be brought up from the south. He said he hasn't talked with the Fire Marshal about fire hydrant requirements yet.

Chief Bailey said the hydrant is too far away; he's pretty sure another hydrant will be required. The 11,440 square-foot building will have to be sprinklered and a hydrant will have to be on the property closer to that building. He pointed out from experience fighting fires in that location, the hydrant is 1,300 feet from one side of the property.

Chip Roberts asked if the plan would have to be approved by the State Fire Marshal.

Chief Bailey said the plan is required to be reviewed and approved by the Fire Marshal.

Joe Pontak asked if the plan would come back to Planning & Zoning.

Morris Deputy said the Land Development Plan will come back. This approval is for the Conditional Use Permit and Minor Subdivision Plan.

Moved by Joe Pontak and seconded by Keith Thompson to recommend Mayor and Council approve 900 and 1000 N. Broad Street, Conditional Use Permit request for two flex space buildings and a retail building in an M-I zoned area. CU-14-24. Tax Parcel Nos. 23-003.00-132 and 23-001.00-144. Motion Carried Unanimously.

C. 900 & 1000 N. Broad Street – Preliminary Major Land Development and Major Subdivision Plan for two flex space buildings and a retail building in an M-I zoned area. The project proposes shifting the existing lot line that joins the two properties south, to allow for the construction of the buildings, with associated parking and stormwater management. Tax Parcel Nos. 23-003.00-132 and 23-001.00-144.

Moved by Joe Pontak and seconded by Chip Roberts to recommend Mayor and Council approve 900 and 1000 N. Broad Street Preliminary Major Land Development and Major Subdivision Plan for two flex space buildings and a retail building in an M-I zoned area. The project proposes shifting the existing lot line that joins the two properties south, to allow for the construction of the buildings, with associated parking and stormwater management. Tax Parcel Nos. 23-003.00-132 and 23-001.00-144. Motion Carried Unanimously.

D. 503 & 507 S. Broad Street, 0 E. Park Place and 0 S. Cox Street – Minor Subdivision Plan to create the following lots: Subdivide Parcels 23-009.00-151 and 23-009.00-153 into three (3) lots: Lot 1 = 0.27 +/- acres; Lot 2 = 0.27 +/- acres; Lot 3 = 0.27 +/- acres; and to adjust the lot line between parcels 23-009.00-154 and 23-009.00-159 along with the newly created three (3) parcels.

Cliff Bakhsh with Clifton L. Bakhsh, Jr., Inc., presented the Minor Subdivision Plan.

- The paper alley behind the parcels was extinguished and became part of parcel 23-009.00-159.
- The Minor Subdivision Plan proposes to create an additional lot by subdividing parcels 23-009.00-151 and 23-009.00-153. The new lot will face S. Broad Street.
- The existing garage will be located entirely on the newly created lot.
- The back lot line for the parcels will be extended to the backside of what was the alley, and the garage will no longer be encroaching on the parcel behind it.

Moved by Keith Thompson and seconded by Jenn Parrish to recommend Mayor and Council approve 503 & 507 S. Broad Street, 0 E. Park Place and 0 S. Cox Street – Minor Subdivision Plan to create the following lots: Subdivide Parcels 23-009.00-151 and 23-009.00-153 into three (3) lots: Lot 1 = 0.27 +/- acres; Lot 2 = 0.27 +/- acres; Lot 3 = 0.27 +/- acres; and to adjust the lot line between parcels 23-009.00-154 and 23-009.00-159 along with the newly created three (3) parcels. Motion Carried Unanimously.

Moved by Joe Pontak and seconded by Chuck McCausland to adjourn. Motion Carried Unanimously.

We believe these minutes accurately reflect what transpired; however, we will appreciate comments involving a different understanding of what occurred. Unless we are notified in writing to the contrary within 10 days after receipt, we will assume all in attendance concur with the accuracy of this transcription.

Respectfully Submitted,

Morris Deputy, Town Manager

Ry - 4/23/24
Cc: Mayor & Council
P & Z Members
All Attendees
Verdantas