

**Minutes of the Planning Commission**

**Chapel Hill Town Hall**

**November 25, 2024**

**CALL TO ORDER**

Chairman Isaac Zimmerle called the meeting to order at 6:00 p.m. with a quorum present.

**ROLL CALL**

Isaac Zimmerle - P

Sean Deckert – P

Jeff Knox - P

Ben Piper – P

Joe Sedlak – P

**STAFF**

Danny Bingham, Town Administrator

Donny Groves, Utility Superintendent

Phillip Dye, Town Recorder/Treasurer

Todd Moore, Attorney

Steve Foster, Hethcoat & Davis Engineer

Amy Davis, Town Clerk

**APPROVAL OF MINUTES – Planning Commission – September 23, 2024**

Motion to Approve: Ben Piper

Seconded By: Jeff Knox

Motion Passed: 4-0

**APPROVAL OF MINUTES – Board of Zoning Appeals – October 21, 2024**

Motion to Approve: Ben Piper

Seconded By: Jeff Knox

Motion Passed: 4-0

***\*\*Sean Deckert Arrived.***

**PUBLIC COMMENTS** – None

**OLD BUSINESS** - None

**NEW BUSINESS**

**Consideration of recommendation to the Board of Mayor and Aldermen regarding the rezoning of property owned by Jonathan Gilbert located at 406 N. Horton Parkway (Parcel ID 021G A 037.00) currently B-2, Intermediate Business to Mixed Used Overlay with the rear, east side of lot consisting of 15,000 sq. ft. (apx. 130 feet) to be zoned R-3, High Density Residential.**

Motion to make a favorable recommendation to the Board of Mayor and Aldermen: Jeff Knox

Seconded by: Ben Piper

Motion Passed: 5-0

**Approve or deny the proposed subdivision regulation additions with regard to the following: Open Space Dedication to Home Owner's Association, Electrical Regulations, Retaining Walls, 911 Certification Block Requirement on Final Plat, and Sewer Line Requirements prior to release of Bonds.**

Motion to Approve: Jeff Knox

Seconded by: Ben Piper

Motion Passed: 5-0

**DISCUSSION**

**Sewer Plant Update.**

Danny Bingham presented slides and discussed the progress of the Sewer Plant Rehabilitation Project.

**Planning Commission meeting date rescheduled from December 23, 2024 to December 16, 2024.**

Motion to Approve: Ben Piper

Seconded by: Sean Deckert

Motion Passed: 5-0

**Proposed Subdivision Regulations.**

Further discussion and language will need to be finalized for the following:

- Street Lights and Lighting at Mail Clusters
- Flag Lots
- Irrigation Meter Requirements
- Sidewalk/Curbs (ADA)

**Ellington Place Subdivision dirt work request.**

Owner of the proposed Ellington Place Subdivision contacted Danny Bingham about storing dirt from another project at the site location off Spring Creek St. The dirt would be used as fill once project was approved. Due to the unique circumstances, it was recommended that the following criteria were requested prior to Planning Commission approval:

- Need engineer letter stating that run off will not be greater than existing.
- Height limit needs to be discussed and set.
- A SWPPP (Storm Water Prevention Protection Plan) letter from the state (TDEC).
- Limit hours (allow only from possibly 8-2) to avoid traffic (especially school) times due to narrow roads.
- Possible construction entrance; will need to discuss ingress/egress with Police and Fire.
- The Town will need a copy of the state stamped plans.
- Possible bond requirement to protect existing roads.

**Closing Remarks**

Joe Sedlak requested that before Final Plat approval there is a Police and Fire staff review.

**ADJOURNMENT**

Motion to Approve: Ben Piper

Seconded By: Jeff Knox

Motion Passed: 5-0

Meeting ended at 6:42 p.m.

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Isaac Zimmerle, Chairman

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Phillip Dye, Town Recorder