

Minutes of the Planning Commission Work Session
Chapel Hill Town Hall
April 27, 2026

CALL TO ORDER

Chairman Isaac Zimmerle called the meeting to order at 5:30 p.m. with a quorum present.

ROLL CALL

Isaac Zimmerle - Present
Harley Ezell – Present

Joe Sedlak – Present
Marisa Cali – Present

Hawken King - Present

STAFF

Todd Moore, Town Attorney
Steve Foster, Town Engineer

Phillip Dye, Town Administrator
Amy Davis, Town Recorder

PUBLIC COMMENTS – None

DISCUSSION

Town Attorney Todd Moore presented “Suggested Procedural Best Practices for Chapel Hill Planning Commission.” The process was outlined and discussed.

CLOSING REMARKS – None

ADJOURNMENT

Motion to Approve: Hawken King
Seconded By: Joe Sedlak
Motion Passed: 5 – 0

Meeting ended at 5:59 p.m.

Meeting reopened at 6:29


DISCUSSION

Further discussion and Q&A took place as Town Attorney Todd Moore presented "Suggested Procedural Best Practices for Chapel Hill Planning Commission." The process was outlined and discussed further.


ADJOURNMENT

Motion to Approve: Hawken King
Seconded By: Marisa Cali
Motion Passed: 5 – 0

Meeting ended at 6:42 p.m.



Isaac Zimmerle, Chairman



Amy Davis, Town Recorder



Minutes of the Planning Commission
Chapel Hill Town Hall
April 27, 2026

CALL TO ORDER

Chairman Isaac Zimmerle called the meeting to order at 6:02 p.m. with a quorum present.

ROLL CALL

Isaac Zimmerle - Present
Harley Ezell – Present

Joe Sedlak – Present
Marisa Cali – Present

Hawken King - Present

STAFF

Todd Moore, Town Attorney
Steve Foster, Town Engineer

Phillip Dye, Town Administrator
Amy Davis, Town Recorder

APPROVAL OF MINUTES –

Planning Commission Minutes of March 30, 2026

Motion to Approve: Hawken King
Seconded By: Joe Sedlak
Motion Passed: 5 – 0

PUBLIC COMMENTS – None

OLD BUSINESS – None

NEW BUSINESS – None

DISCUSSION

Items that were discussed included:

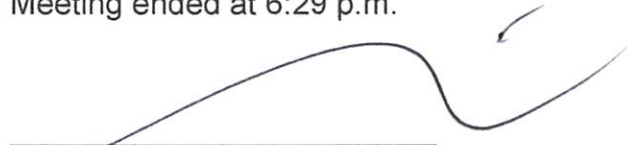
1. Design Guidelines related to property on Nashville Highway (PPIN # 026, 109.00). – Michelle & Bob Richie were present to discuss design guidelines for open pavilion type buildings to clarify requirements prior to plans being drawn.
2. Town Recorder Amy Davis reported on items for further review and update:
 - a. McDonald's Project – The easement with 1st Commerce Bank will not connect at this time. It will be provided for future use.
 - b. Spring Creek Bond #NTN 1808 expiration – a letter will be sent to developer to address all bonds currently held.
 - i. **Bond # NTN 1808** for Spring Creek Farms Townhomes, Section 1 & 2 in the amount of **\$203,444.98 expires 5.24.2026**. The Planning Commission agreed to release bond #1 with the expiration ~~date as the paving bond is still in place.~~
 - ii. For bonds listed below, a punch list of items will be sent to developer, and items will need to be addressed before the final release.
 - **Bond #10054245** for Spring Creek Farms Single Family, Phase 2, Section 2 in the amount of **\$41,386.74 (expires 8.16.2026.)**
 - **Bond # 100154244** for Spring Creek Farms Single Family, Phase 2, Section 1 in the amount of **\$59,946.74 (expires 8.16.2026.)**
 - **Bond # 101594895** for Spring Creek Farms Townhomes (Paving-Topcoat) in the amount of **\$78,592.25 (expires 8.16.2026.)**
 - c. Working on verbiage for further review on the following:
 - i. Capacity/Tap fees being paid during plat approval process.
 - ii. Special exception terms in Zoning Ordinance.
 - iii. Temporary water service agreement to be presented to the Board of Mayor and Alderman for approval.

CLOSING REMARKS – None

ADJOURNMENT

Motion to Approve: Hawken King
Seconded By: Marisa Cali
Motion Passed: 5 – 0

Meeting ended at 6:29 p.m.



Isaac Zimmerle, Chairman

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Amy Davis, Town Recorder

