

Denton Planning Commission

Minutes

Town of Denton

November 28, 2023

Planning Commission Members:

William Quick, Chairperson*

David Burroughs, Vice Chairperson*

Doris Walls* (Attended Virtually)

Stephen Mead* (Attended Virtually)

Kevin Waterman*

Joseph Mayer, Jr.**

* Those Present

** Excused

*** Absent

Participants:

Kevin Shearon

George Bailey

Sean Callahan

Richard Bullock

Frank Taylor

Dallas Lister

Peter Johnston

Don Mulrine, Jr.

Recording:

Donna Todd, Director of Planning and Codes

Scott Getchell, Town Administrator

PROCEEDINGS

Call to Order:

The Planning Commission Meeting was called to order by Chairperson Quick at 6:00 pm on November 28, 2023, at the Denton Town Office. Chairperson Quick led everyone in the Pledge of Allegiance.

This Meeting was made available to the public via Zoom Video Conferencing, and access to the meeting was made available on the Town website.

Approval of Minutes:

October 31, 2023, the Regular Meeting Minutes were unanimously approved.

Public Hearing – Town of Denton 2020 Comprehensive Plan:

Chairperson Quick officially opened the Public Hearing at 6:01 pm.

Chairperson Quick began the Public Hearing, stating that only comments regarding the 2020 Comprehensive Plan would be heard during the Public Hearing.

No questions or comments were made regarding the 2020 Comprehensive Plan.

Chairperson Quick closed the Public Hearing at 6:02 pm.

Old Business #1 – Town of Denton 2020 Comprehensive Plan: A Resolution of the Town of Denton Planning Commission adopting the Town of Denton 2020 Comprehensive Plan will be forwarded to the Denton Town Council on December 11, 2023, for its adoption consideration.

Vice Chairperson Burroughs motioned to forward the Resolution to the Town Council for adoption consideration.

Commissioner Waterman seconded the motion. The motion passed. (3:0)

Planning Commission Members Walls and Mead joined the Meeting virtually.

Old Business #2 – Denton Project, LLC – Sketch Plan: Kevin Shearon, DMS & Associates, LLC, submitted a sketch plan for Denton Project, LLC (Applicant) for the 44-townhouse development at 812 Camp Road. The sketch plan has been modified to address the comments received at the September Planning Commission Meeting. The final subdivision plan extension expired on October 26, 2023. The Applicant requests comments from the Planning Commission before submitting a revised preliminary subdivision plan.

Mr. Shearon made the presentation on behalf of George Bailey, Developer. At the last meeting, the configuration of the townhouses and roads was revised entering the development, and the parking lot in Phase I was eliminated. The Planning Commission requested the Applicant revise the parking, add the parking lot between the two sets of townhouses on the right, and review the parallel parking along the road. This informational meeting is to show the Planning Commission the recommended changes and to receive comments before submitting the preliminary subdivision plan.

Chairperson Quick asked for clarification on the parking space in bioretention area #5.

Mr. Shearon confirmed this is the correct location. The plan includes adding two or three parking spaces in that location.

Mr. Shearon noted they eliminated the drainage easements in the rear of the lots, allowing for more usable space for the homeowner. Downspouts will cross property lines and be included in the HOA agreement, replacing the formal drainage easements.

Mr. Shearon requests comments from the Planning Commission on the changes before submitting the revised preliminary subdivision.

Vice Chairperson Burroughs requested information on the placement of the mailboxes serving Phase I and II.

Mr. Shearon stated he would need to have a conversation with the post office regarding the placement of the mailboxes.

Old Business #3 – Other: None.

New Business #1 – Richard & Elizabeth Bullock – Concept Plan: Sean Callahan, Lane Engineering, LLC, submitted a concept plan for Richard & Elizabeth Bullock (Applicant) for two (2) leasable units. One unit is an addition to the Auto Parts Store, and the other is a Kitchen/Rental Unit. The project is located at 420 N. Sixth Street.

Mr. Callahan explained the proposed use would be for an additional warehouse area for the auto parts store and a separate unit that Mr. Bullock is considering for additional kitchen space or some other use that would be compatible with the daily business.

Mr. Callahan is requesting input regarding the path moving forward with the project and whether they will need to do a full site plan review or just an administrative review by the staff.

Chairperson Quick asked if this new kitchen was for their current restaurant.

Mr. Bullock stated there's not enough space for the staff. The only option is to add an addition, and he has spoken to the Health Department.

Vice Chairperson Burroughs requested Mr. Johnston, Town Planner, to explain his notes regarding the project.

Mr. Johnston explained how much of what the Code requires will be retrofitted to the site with the project is the question. Retrofitting a street buffer, for example, is impractical. Some of the standards in the Code should be required, including striping for all the parking spaces. Meeting some or all of the landscape requirements would require removing pavement and losing parking spaces. As an alternative, Mr. Johnston suggested additional planting in the stream buffer to

improve its function as a water quality measure. This lawn area should be replanted with plants that effectively buffer the stream from runoff on the parking lot.

Commissioner Waterman asked if Mr. Johnston had thoughts on what numbers to use to offset the stream buffer area.

Mr. Johnston explained this planting requirement is more dependent on the plant types than a stem count. He suggested contacting the Soil Conservation District or DNR for recommendations.

Mr. Callahan stated that deep-rooted grasses and other plants might be preferable to Mr. Bullock. It is the first time they have heard of these requirements. Mr. Callahan would like to study this topic more and return to the Planning Commission with their thoughts—the site plan notes which parking spaces are striped versus those not striped. A parking plan is included to ensure there is enough space for the additional building square footage and that the area in front of the plaza is not striped. Currently, it is just a big parking space. The parking is shown on the site plan to comply with the rules, but the lot is not striped and would make sense to stripe those spots.

Vice Chairperson Burroughs stated this project does not seem to bring in a significant amount of traffic to worry about parking.

Mr. Johnston noted that they are not increasing the parking spaces but instead organizing what they currently have.

Chairperson Quick asked if the fifteen parking spaces behind the building would be retained.

Mr. Callahan noted it on the second sheet of the site and parking plans. Sixteen (16) spaces will be removed due to the proposed addition to the building.

Chairperson Quick asked if this would be considered an administrative approval or if it would have to return to the Planning Commission.

Mrs. Todd, Director of Planning and Codes, stated that after conversations with the Town Planner, it could be a minor site plan and would only have to come back once with the complete site plan and checklist for approval.

Other New Business #2: None.

Staff Item #1 – 2024 Meeting Schedules: No conflicts and approved by the Planning Commission.

Staff Item #2 Other – Staff Updates: None.

Adjournment: The meeting adjourned at 6:21 pm.