

**Ward Planning Commission  
Regular Meeting Minutes  
April 22, 2019**

**Call to Order**

Chairman Meadows called the meeting to order.

**Roll Call**

Members

Gary Meadows –present  
Sidney “Shane” Phillips – present  
Helen Huitt –present  
Tyler Madding – present  
Wayne Knight – present  
Mike Montalbano – present  
William Tremaine - absent

Guest

|                         |               |
|-------------------------|---------------|
| Deborah Staley          | Randy Staley  |
| Mayor Charles Gastineau | Tony Reaves   |
| Tim Lemons              | Melinda Allen |

**Minutes**

Chairman Meadows presented the minutes for March 2019 regular monthly minutes for approval. Helen Huitt motioned; Tyler Madding seconded to accept March 2019 regular monthly minutes as printed. On voice vote all approved.

Chairman Meadows presented the minutes for the March public hearing 2019 for Sidewalks. Helen Huitt motioned; Tyler Madding seconded to accept March 2019 public hearing for sidewalks minutes as printed. On voice vote all approved.

**New Business**

Preliminary Plat – Rosewood Place

Chairman Meadows presented the preliminary plat for Rosewood Place the property is located on Peyton Street. Mr. Tim Lemons spoke for the subdivision. This is a 64 lot subdivision that will be most likely being developed in 2 phases with the first phase being 30 lots. There is an 8 inch water main on Peyton Street for water service. The wastewater is proposed to connect to the Black Oak Circle pump station. The capacity of the Black Oak Circle pump station is in question with that many additional homes added to the pump station. There will need for further investigation/research which may include draw downs on Black Oak Pump station and maybe other pump stations also. There is a drainage issue with Black Oak Circle that will impact the drainage from Rosewood Place. The concern is that at least one mobile home in Black Oak Circle will be affected. Where the drainage is proposed the yard floods and destroys the underpinning of that mobile home. Mr. Lemons will look at the drainage again as he was not aware of the flooding in Black Oak Circle. Most of the drainage is proposed to be an enclosed drainage system. Tony Reaves our Fire Chief requested along with Randy Staley our Street Superintendent that during the time frame between the phases that any streets that will be dead

end a large gravel hammerhead be installed for emergency and city vehicles. Mr. Lemons stated this should not be a problem.

Wayne Knight motioned; Mike Montalbano seconded to accept the preliminary plat for Rosewood Place with the understanding that all department heads will need to sign off on the plat for such things as the water supply, wastewater, drainage, fire protection, etc. On voice vote all approved.

## **Old Business**

### Development District

The maps from Metroplan have not arrived so the discussion will be tabled until the next meeting. Mayor Gastineau will check with Metroplan for a delivery date.

### Sidewalks

Chairman Meadows presented the proposed ordinance for sidewalks and also an email on a few changes to the ordinance. The Commission accepted the proposed changes that Mayor Gastineau will incorporate into the ordinance. Attached are the proposed ordinance and the email for the changes. Mayor Gastineau will be asking the office to mail the proposed ordinance to all of the contractor/s along with the date and time of the public hearing for the sidewalk ordinance.

Helen Huitt motioned; Wayne Knight seconded to set a public hearing for Tuesday, May 21<sup>st</sup> at 6:30 PM for the proposed sidewalk ordinance. On voice vote all approved.

### Business at 512 East Second Street – Shear Envy

Chairman Meadows addressed the home occupation at 512 East Second Street – Shear Envy. The business seems to be operating as a commercial business and not a home occupation business. The business sign is larger than allowed, there is a neon sign in the front window and on the social media the pictures depict a commercial setting and not a home occupation setting. There was a lot of product and shelving and other issues in the pictures on social media. A home occupation privilege license has been issued. Mayor Gastineau assured the Commission that this is being addressed. There will be a letter sent to the owners advising them of the violation/s and what needs to be addressed to bring the business into compliance. Mayor will be visiting with owners as well as the letter.

## **Announcements**

Next Planning Commission meeting Tuesday, May 28, 2019 at 7:00 PM

Council Meeting Monday, May 20, 2019 at 6:30 PM

Ward City Cleanup has been set for Saturday, April 27<sup>th</sup>, 2019

Annual Fishing Derby Saturday, May 18<sup>th</sup>, 2019

Chamber of Commerce Banquet, Friday, May 3<sup>rd</sup>, 2019

## **Adjournment**

Helen Huitt motioned; Wayne Knight seconded to adjourn the meeting. On voice vote all approved. Meeting was adjourned.

Date Accepted: \_\_\_\_\_

\_\_\_\_\_  
Chairman

Attest: \_\_\_\_\_

\_\_\_\_\_  
Secretary