

**Ward Planning Commission
Regular Meeting Minutes
February 25, 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
Tim Lemons – Lemons Engineering Consultants, Inc.	
Mayor Charles Gastineau	Tony Reaves
James Wier	Bruce Jones
Jason McKee	Austin Patton
Jennifer Patton	David Stanley – Stanley Engineering, Inc.
JoAnn Barrentine	Bill Crutchfield
Robin Hefner	Steven Hefner
Steve Benton	

Minutes

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

New Business

Chairman Meadows presented the Final Plat for Patton Addition. Mr. David Stanley of Stanley Engineering, Inc. represented the Patton Addition. This property is at 617 East Second Street. There are 2 lots and a 50 foot ingress/egress between the lots. The property is in the flood plain and the owner is aware of the City of Ward requirement that the base floor elevation is to be 2 feet above the BFE. At this time the plan is to not have an additional drive for lot 1 off Hwy 367; but use the existing drive that is on lot 2 as a common drive to exit the highway 367 (East Second Street). Lot 2 has an easement that is to be dedicated to allow for there to be a branch off that drive that will go across the front of lot 2 and the 50 foot ingress/egress for lot 1 to have a driveway. The driveways will be hard surface. The Patton’s will be using the two houses as rental property. They will not live in either property. The property behind this property is in the flood plain and Mr. Patton at this time will not be developing that property. There was concern of the appearance that the City would be responsible for the driveway. Mr. Patton and David Stanley offered to have noted on the final plat that the driveway was not public. Therefore it the

City would not be responsible for the drive. Bruce Jones confirmed water and wastewater would be available for the lots. Tony Reaves noted there is a fire hydrant. An elevation certificate will be required before occupancy will be allowed for the properties. The 50 foot ingress/egress is for future development behind this property. If and when the property behind this property might be developed the current plat and the new plat will need to come back to the Planning Commission for approval. Tyler Madding motioned; Wayne Knight seconded to accept and forward the final plat for Patton Addition to the City Council with the following requirement: lot 1 driveway will be shown on the final plat with notations this is a private drive and not a street and will not be the responsibility of the City of Ward for maintenance. On voice vote all approved.

Chairman Meadows presented the sketch plat for property off Balding and Milam Streets. Tim Lemons of Lemons Engineering Consultants, Inc. is representing this project. The client has an offer and acceptance on the 96.24 acre property and this is just a fact finding for the property thus a sketch plat. The possible owner owns a landscape business. This sketch plat proposed 137 residential lots. Also at this time the developer plans to retain tract A (14.9 acres) for a residence and commercial building. Also Tract B which has flood plain on it (31.4 acres) for a nursery. At this time the land is zoned as residential. Tract A & B would need to be rezoned to commercial. The ratio for the residential lots is 3 lots to an acre. There is a 6 inch water line on both Milam Street and Balding Street that is accessible and would allow for a loop system. A portion of the development will be gravity sewer lines and the other portion will need a pump station built. The entire development is within city limits. Bruce Jones stated that Morrison pump station that the wastewater would be using is at capacity therefore it would need to be upgraded. Milam Street will need to be upgraded because it is only 14 feet wide. Randy Staley stated that Milam Street cannot handle the construction traffic (cement trucks and other construction vehicles and equipment) so he would be requiring a construction entrance off Highway 367. Because even to widen Milam Street; the street is not constructed to handle the additional construction traffic. Also, when the time comes there will need to be discussion about Balding and Cross Street and their ability to handle the addition traffic from the 137 lots. It was stressed by Mr. Lemons and Mr. Meadows this is only a concept and most likely this subdivision will be done in phases. Mike Montalbano motioned; Helen Huitt seconded to approve the sketch plat as a concept for this development. On voice vote all approved

Chairman Meadows presented the information that was in the packet on sidewalks. Mr. Meadows reminded the Commission members they had agreed a few months ago to host public hearings for sidewalk regulations for the City of Ward. Mr. Meadows, James Wier and Tim Lemons have met several times over the last several months to put together a packet for sidewalk regulations. Chairman Meadows ask the Commission to set the first hearing for March 25th at 6:30 PM for sidewalks. There should be sufficient time to inform the public about the hearing. This hearing will be to gather information from the public on their desire for sidewalks and what direction to go for the regulations. Tyler Madding motioned; Helen Huitt seconded to set the public hearing for sidewalks for Monday, March 25, 2019 at 6:30 PM. On voice vote all approved

Chairman Meadows spoke about the Commission having public hearings to possibly change the development districts back to the previous zoning and also look at the two main through fares (Hwy 367 and Hwy 319) and changing the zoning on these highways to maybe multi use and commercial. Mayor Gastineau said he would talk to Metroplan about getting their assistance in this matter. Wayne Knight motioned; Helen Huitt seconded to seek assistance from Metroplan on the re-districting of the development district and the main through fares (Hwy 319 and Hwy 367). On voice vote all approved.

Mayor Gastineau ask that when the Commission had completed the work on the re-districting and sidewalks they consider starting on updating the Subdivision regulations. The Commission agreed.

Chairman Meadows ask the council members that were present to introduce themselves. Robin Hefner, JoAnn Barrentine and James Wier all introduced themselves.

Old Business

No old business

Announcements

Next Planning Commission meeting Monday, March 25, 2019at 7:00 PM

Public Hearing for sidewalks will be Monday, March 25, 2019 at 6:30 PM

Council Meeting Monday, March 11, 2019 at 6:30 PM

Ward City Cleanup has been set for Saturday, April 27th, 2019

Robin Hefner stated there will be a First Responder Appreciation Dinner on Monday, April 15th at 6:30 P.M. in the dining facility here at the City Complex.

Mayor Gastineau informed everyone there is a public hearing on Monday, March 11, 2019 at 6:00 P. M. in the Council Chambers for CAPDD in reference for a grant for the City of Ward Sewer System to remove a portion of customers off the vacuum system to a gravity system.

Adjournment

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

Date Accepted: _____

Chairman

Attest: _____

Secretary