

**MINUTES OF THE DANVILLE-BOYLE COUNTY PLANNING & ZONING COMMISSION MEETING
MARCH 2, 2016**

The Danville-Boyle County Planning and Zoning Commission met for a regular meeting at Danville City Hall on Wednesday, March 2, 2016 at 9:00 a.m.

COMMISSIONERS PRESENT: Jerry Leber, Chairman
William Baas
Jeffrey Baird
Clayton Denny
Logan Germann
Susie Kelly
Terry Manon
Marion White

OTHERS PRESENT: Paula Bary, Director
Dan Steinhauer, Compliance Administrator
Jennie Hollon, Administrative Assistant
Others

Chairman Leber called the meeting to order and announced there was a quorum present. He then led the opening prayer.

Chairman Leber introduced Daniel Steinhauer, as the new Compliance Administrator, and welcomed him.

1. MINUTES

Commissioner Germann made a motion to approve the minutes of the February 3, 2016 meeting as presented. Commissioner Denny seconded the motion and it unanimously carried.

OLD BUSINESS

No old business.

NEW BUSINESS

2. MINOR PLATS

The following minor plats were presented for approval:

- a. Coulter Family, LLC/ Sims – The purpose of this plat was to off-convey tract 13-1-B from tract 13 parcel 1 of Coulter and combine with tract 13-1-A of Sims, creating tract 13-1-C. The property is located on 5990 Lebanon Road, Danville and is zoned AR-1. Nancy Estes presented these changes. Paula Bary stated that the plat was technically correct and corrections had been made. Commissioner Baird made a motion to approve the plat as presented. Commissioner White seconded the motion and it unanimously carried.
- b. Jeffrey L. Mack– The purpose of this plat was to retrace the property of Jeffrey Mack and to divide the property into two tracts, shown as tract 3A and 3B. The property is located at 8015 Perryville Road, Danville and is zoned AR-1. Commissioner Manon made a motion to approve the plat as presented. Commissioner Kelly seconded the motion and it unanimously carried.

3. SIGWALD PROPERTY FINAL PLAT AMENDMENT

A final plat amendment for Sigwald Property Plat slide 906-B was presented by Dale Shepperson, AGE Engineering. The purpose of the plat was to create tract 1A from tract 1 of Danville Development Partners, LLC. Tract 1A is for right of way purposes only and is being dedicated to the City of Danville by this plat. The property is located at 1151 US 150 (Perryville Rd.), Danville and is zoned NCR-C. Mr. Shepperson said that street names are not on the plat, since the street names still need to be approved. Paula Bary added that three other items are currently needed on the plat: 1.) Judy Jackson's signature (AT&T), 2.) Owners' signatures, and 3.) Earl Coffey's signature (City of Danville). Commissioner Germann made a motion to approve the plat contingent upon the above conditions and obtaining the needed signatures. Commissioner Denny seconded the motion and it unanimously carried.

4. RIDGEFIELD CENTER FINAL PLAT AMENDMENT

A final plat amendment for the Ridgefield Center was presented by Kendal Wise, Vantage Engineering. The purpose of the plat was to create out-parcel C, and to dedicate a 25 foot utility easement between out-parcel C and the northern boundary of the development. The property is located at 2900 South Danville Bypass, Danville and is zoned HC.

Paula Bary stated that at technical review, it was discussed that the minimum distance required for access from an intersection is 75 feet and that the primary access is required to be from the marginal access (Skywatch Drive). The plat had been revised, and the lot width has been increased to meet the minimum distance from the intersection. Also, the parking spaces that are shown backing into the driving lane were a call for concern at TRS and they were requested to be amended for safety, but no changes to the parking spaces have been made on the revised plat.

Commissioner Baird was concerned that the corner between the bypass and Skywatch Drive, adjacent to this parcel, was already heavily congested. Mr. Baird questioned how much traffic that area could

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handle safely, with several stores now operating in the Ridgefield Center. He suggested moving the proposed business to the east, to alleviate the congestion and near collisions.

Kendal Wise responded that Kroger customer traffic was creating problems for Ridgefield, and that their primary safety goal was to get people off of the bypass. Viking Properties and the City of Danville have been working to improve the existing intersection at the bypass and Skywatch Drive. Mr. Wise explained that recently, a stop sign had been added with striping, making the intersection a 3-way stop, so traffic will be pre-set to turn left, straight, or go right. Then, two cars can move through the light at a time, rather than one. Curbing around the proposed business will add further guidance to channel traffic into the correct exiting lanes. Curbing will also direct people better, so they cannot take shortcuts across the parking lot.

Mark Yates, developer with Viking, added that placement of the new business could not be moved east, due to a no-build area in Hobby Lobby's lease.

In response to concerns among commission members about traffic congestion, Commissioner Germann commented that the commission has pushed for "in-fill" businesses, where infrastructure already exists. Stacking development is how this body is moving.

Chairman Leber asked if the city has approved this proposal. Kendal replied that he and Earl Coffey were still working on minor changes.

Commissioner Manon expressed concern about people backing out of the existing parking spots, into the flow of traffic, and the possibility of removing those parking spots. Mr. Wise said that his client felt like they needed to keep the parking spots. Ms. Bary asked if there was a count of the parking spaces. Mr. Wise responded that he did not have a count, but they would create more parking if a need arises. The new outparcel has 8 parking spots, to satisfy that requirement.

Paula Bary asked for an access easement between Kroger and Ridgefield.

Mr. Wise responded to this request, stating that Viking Partnerships has invested a lot in improving the area, and it would be unfair to ask Ridgefield to sacrifice, for the sake Kroger.

Commissioner Baird asked if the building could be moved just 150 feet further to the east. Kendal Wise assured him that traffic would not be improved by moving the building.

Commissioner Denny asked Ms. Bary if the plat was technically correct at the proposed location. Ms. Bary confirmed that the plat was technically correct.

Commissioner Germann made a motion to approve the plat as presented. Commissioner Kelly seconded the motion and it unanimously carried.

5. RIDGEFIELD SHOPPING CENTER SITE PLAN

A site plan for Ridgefield Shopping Center was presented by Kendal Wise, Vantage Engineering. The purpose of this site plan was to gain approval for the construction of a 1,977 square foot retail store. The property is located at 2900 South Danville Bypass, Danville and is zoned HC. Paula Bary stated that the site plan was technically correct.

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Chairman Leber inquired about what specific business wanted to move to this location. Kendal Wise said that they were not announcing the name of this particular beverage and food business at this time.

Commissioner Germann made a motion to approve the site plan as presented. Commissioner Denny seconded the motion and it unanimously carried.

CHAIR BUSINESS

1. PAYMENT OF BILLS

A list of bills in the amount of \$4,383.79 was presented for approval. Commissioner Manon made a motion to pay the bills. Commissioner Denny seconded the motion and it unanimously carried.

2. FINANCIAL REPORTS

The financial reports for January 2016 were presented for approval. Commissioner Manon made a motion to approve the reports as presented. Commissioner Denny seconded the motion and it unanimously carried.

3. COMPREHENSIVE PLAN UPDATE

Paula Bary shared that Chapters 3, 5, 6, and 8 of the Comprehensive Plan have been primarily completed. Still missing in Chapter 6 are sections in which we are waiting on information from Earl Coffey. Also, Earl Coffey is going to prepare Chapter 7. Paula is working on Chapter 9, Future Land Use, and that will be the final chapter that needs completed for the Comp Plan. Paula pointed out that some sources of data and data formats have changed since 2007. Commissioner Manon suggested that the members have 2 weeks to review the chapters. Chairman Leber added that members can get questions and comments to Paula over the next 2 weeks, to make any comments or suggestions.

4. BUDGET REVIEW FOR FISCAL YEAR 16/17

Paula Bary met with the Budget Committee in February (composed of Commissioners Denny, Manon, and White). The City had a February 29 budget deadline this year, and the attached budget was submitted to the City. Of primary discussion was a four-day versus a five-day work week. The committee determined that a four-day work week met the needs of our customers and was the best use of taxpayer money. The Mayor requested a 5 day work week, so figures for that have been calculated as well. The County has not requested a longer work week, only the City. Commissioner White made a motion to approve the budget as presented. Commissioner Denny seconded the motion and it unanimously carried.

This concluded the business scheduled on the agenda. The meeting was adjourned at 9:55 a.m.

Prepared by:

JENNIE HOLLON
ADMINISTRATIVE ASSISTANT

