



Townsend Planning Commission Meeting Minutes
April 10, 2024 @ 7:00 pm
Town Hall and via Conference Call

7:00 pm – PC Meeting

- I. **Call to Order** – Meeting was called to order at 7:25pm by Troy Geiger.
- II. **Opening Ceremonies**
 - A. **Roll Call**

Present – Troy Geiger, James Reyes, Lisa Brooks, JJ Asongu, Town Clerk: Mariaelena Rivera

Absent - Eschalla Clarke
 - B. **Pledge of Allegiance** – All said the Pledge of Allegiance
 - C. **Visitor Acknowledgement** – John Holmes from Woods at Hidden Creek
 - D. **Additions/Changes to the Agenda** – No changes to the agenda
 - E. **Announcements** – Public Hearing on Friday April 12th at 4:30pm
- III. **Minutes from the March 13th Planning Commission meeting to review and approve.**

Lisa moved and JJ seconded. All accepted the minutes from the March 13th Planning Commission meeting.
- IV. **ACTION ITEM: First reading and discussion, and possible vote to refer Ordinance 2024-008 An Ordinance to Annex 6170 Summit Bridge Rd., as referred by Town Council.** The PC recommended to change the zoning classification to “R” from “I”. The property meets all the minimums for this classification. Mariaelena did the first reading of Ordinance 2024-008. Troy will write a letter to Town Council that the PC reviewed based on the current zoning and this should be zoned in as “R.” by April 26th. The current structure on the property appears to be residential.
- V. **Update on PLUS (Preliminary Land Use Service) application for updates to Comprehensive (Comp) Plan Maps.** During the hearing on March 25th, it was reviewed, and we should get a letter of approval and denial by April 25th. One concern is that the Town doesn’t have any ordinance in place to protect wildlife.
- VI. **Discussion regarding Chapter 24 – Appendix B of the Town’s Municipal Code.** The PC wants to bundle Appendix B, recommendation that the public hearing be placed on the website and all social media but remove the requirement of posting the notification in the newspaper, and 24 Appendix A Zoning District

Regulations. Once we get the live updated version of Chapter 24, the PC will include the sections of Chapter 24 that have been reviewed with the recommendation.

VII. Discussion regarding Chapter 24 - Zoning and Unified Development Code. The PC started with 24.20.050 Grading And Erosion Control through 24.20.100 Open Space.

Changes:

-In 24.20.060 Utility A – Change “county” to New Castle”. 24.20.090

-24.20.090 Lighting - Add #5 Lights shall be placed 90 feet on center

-24.20.100 Open Space 1a – Remove “containing ten or more”

Will pick up at 24.24 Sign Regulations at the next meeting. Mariaelena will send recommendations from previous review of 24.24 Sign Regulation.

VIII. Adjourn - May’s meeting date is Wednesday May 8th from 8pm – 9pm. Lisa moved to adjourn the meeting and James seconded. Meeting adjourned at 9:14 pm.