

Centreville Planning Commission
October 19, 2022
7:00 p.m.

MINUTES

The October 19, 2022 Centreville Planning Commission meeting was called to order at 7:00 p.m. by Kara Voight, Chair; in the Liberty Building, second floor meeting room. The following members and staff were present: Kara Voight, Chair; Tim Zuella, Vice Chair; Mitchell Delaney, Secretary; Pat Fox, Nancy Emerick and Wendy Emerson, Members; Steven K. Kline, Town Council President; Sharon VanEmburch, Town Attorney; Chris Jakubiak, Town Planner; and Betty Jean Hall, Administrative Assistant.

Review of Minutes from Previous Meetings

- a. Ms. Voight moved to approve the September 21, 2022 meeting minutes as amended. Mr. Zuella seconded the motion, which passed unanimously.

Citizen Comment

No citizens provided comment.

Appearances

- a. Preliminary Site Plan and Minor Subdivision for a proposed Taco Bell – Rt. 213 and Laser Drive; Steven Fortunato, P.E. Senior Project Manager, Bohler Engineering
 - Mr. Fortunato described the changes made since the September 21 submittal which included site changes, landscaping, architectural changes and provided a lighting plan. The primary site change revolves around access to the lot and the drive-thru by adding an additional lane and expanding the radius to help with queuing. A sidewalk connection with bollard lighting has been added between the Dunkin' Donuts property and the proposed Taco Bell property. There is a grass strip between the new sidewalk and the drive-thru lane for additional safety. A sidewalk on the east side of the property has also been added for future connectivity.
 - Mr. Fortunato requested the allowance of street trees to be distributed throughout the site as opposed to along the Rt. 213 frontage. He believes the Code requirement would obscure the building and signage from northbound traffic. He compared the requirement to the existing trees and shrubs on the Dunkin' Donuts property stating that site has about one quarter of the requirement.
 - Mr. Jakubiak stated during Dunkin' Donuts construction Town staff made an allowance administratively for street trees to be planted at the rear of the property because of concerns among Public Works that trees would be presumably too close to the water and sewer lines that run along the Rt. 213 frontage.
 - Mr. Jakubiak's suggestion for this site was to allow the four deciduous street trees to be planted throughout the site; the bufferyards should stay thinning one out. Two bufferyard deciduous trees are required. Leaving one in the southwest corner of the lot to grow to its full potential and moving the other one back to the green space by the drive-thru would be acceptable along with installing a 3-foot-tall green hedge to effectively screen the parking lot and drive-thru lane from view of Rt. 213.
 - After discussion concerning signage for the site it was determined that the 6' maximum height limitation for a monument sign must be adhered to.
 - Mr. Fortunato stated about 72 percent of Taco Bell's sales are done through the drive-thru window and only 8 percent are done at the restaurant counter. These sales numbers were shared with the Commission members for the parking reduction consideration that was discussed at the previous meeting on September 21. The reduction in parking is requested to allow 27 instead of the required 30.
 - Ms. Voight moved to approve the Preliminary Site Plan for Taco Bell on part of Parcel 98, Centreville Road with the following conditions:
 - The applicant shall obtain all required local, county, state and federal approvals and permits to satisfy any final public works specifications and details that may be required by the Town Engineering and Public Works staff

- Bufferyard requirements and signage standards be reviewed to the satisfaction of Town staff prior to Final Site Plan review.
- Mr. Zuella seconded the motion, which passed unanimously.

- Ms. Voight moved to approve the Preliminary Minor Subdivision Plat for Taco Bell Parcel 98. Mr. Zuella seconded the motion, which passed unanimously.

New Business

- a. Ordinance 10-2022 – Code Reference – Correction – for review and recommendation to Council
 - On page 3 of 5 of the draft ordinance Amend Paragraph 170-31.6.E(4) should read 170-31.6.F(4)
 - On page 3 of 5 Amend Paragraph 170-32.D(9) – strike everything after ‘when this allows better site design’.
 - Ms. Voight moved to forward Ordinance 10-22 to the Town Council with a favorable recommendation with amendments. Mr. Delaney seconded the motion, which passed unanimously.

Old Business

- a. Comprehensive Plan Discussion – Water Resources and Implementation Chapters; Chris Jakubiak, Town Planner
 - Mr. Delaney suggested to insert the incentivization of the use of rain barrels, rain gardens and natural wetland features as well as encouraging new innovative ideas into the Water Resources chapter for commercial and residential properties.
 - Mr. Jakubiak outlined the Implementation chapter stating it can be used as a guide for future projects to be completed by the Planning Commission after the Comprehensive Plan has been adopted by Town Council.
 - The Planning Commission advised Town Staff to release the Draft Comprehensive Plan for the required 60-day public review and comment period and to schedule the public hearing to be held on January 18.

Zoning Issues – Discussion

Ms. Fox stated the marijuana grow field is emanating a skunk like odor due to the September to October budding season.

Citizen Comment

No citizens provided comments.

Council Member Report

Council President Kline stated the Town Council will be moving forward with the Carter Farm Growth Allocation process at their next meeting. Wastewater continues to be a deliberating factor.

Adjournment

There being no further business, Mr. Zuella moved to adjourn the October 19, 2022 Planning Commission meeting. Ms. Voight seconded the motion, which passed unanimously. The meeting adjourned at 9:36 p.m.

Respectfully submitted,



Betty Jean Hall
Administrative Assistant

Action Items

- Approved the September 21, 2022 Planning Commission meeting minutes as amended.
- Approved the Preliminary Site Plan for Taco Bell on part of Parcel 98, Centreville Road with the following conditions:
 - The applicant shall obtain all required local, county, state and federal approvals and permits to satisfy any final public works specifications and details that may be required by the Town Engineering and Public Works staff
 - Bufferyard requirements and signage standards be reviewed to the satisfaction of Town staff prior to Final Site Plan review.
- Approved the Preliminary Minor Subdivision Plat for Taco Bell Parcel 98.
- Forwarded Ordinance 10-22 to the Town Council with a favorable recommendation with amendments.