

**Minutes of Planning & Zoning Commission  
Held on October 10, 2024**

**1. CALL TO ORDER:** Call to order at 5:30am

**2. ROLL CALL:**

**PRESENT:** Gary Watkins, Jillian Privett, Apryl Hutchinson, Kahleen St. Clair, Terri Henson

**ABSENT:** NONE.

**STAFF:** Kate Thomas, Economic Development Director, Rob Marshall, Borough Controller  
(Deputy Planning/Zoning Secretary)

**3. AMENDMENTS TO THE AGENDA**

**4. CONFLICTS OF INTEREST**

**5. APPROVAL OF MINUTES**

- a. Approval of the Planning and Zoning Commission regular meeting minutes from August 8th, 2024.
- b. Approval of the Planning and Zoning regular meeting minutes from September 12th, 2024.

*M/S: JP/AH move to approve the regular meeting minutes as presented.*

*Approved unanimously by all in favor.*

**6. CORRESPONDENCE**

**7. PERSONS TO BE HEARD**

**8. NEW BUSINESS**

- a. (PH) Variance application requesting a variance to the front yard setback for a covering to be constructed over the exterior entry along the driveway and right-of-way on Lot 7L, Block 67 of the Mount Dewey Farm Addition Re-subdivision, according to Plat No. 93-10, zoned Single Family Residential, owned and requested by Nancy Guthrie.

**Public Hearing Opened**

**Public Hearing Closed**

*M/S: JP/GW move to approve the findings of fact and the variance request submitted by Nancy Guthrie for a zero ft. front yard setback (20 ft. reduction) to construct a covering over an existing walkway shown on Plat 93-10 under the following conditions.*

Director Thomas provided report. Watkins asked if there were any powerlines above the property.

*Approved unanimously by polled vote.*

**9. UNFINISHED BUSINESS**

- a. Review and discussion of three options to address a zoning issue along Zimovia Highway. Options include 1.) establishing terms and standards for a mixed-use district, 2.) creating an overlaying residential light industrial district, 3.) amending the single-family residential district to allow for additional conditional uses with specific standards.

Bill Willard: Made clear that lot A1A is not included in this discussion.

Ed Rilatos: President of WCA. Request to purchase lots behind WCA currently. Feels that this is drawn out and current projects/ideas are time sensitive. Request to expedite the purchase of adjacent lots. Additional discussion on their plans.

Bill Willard: asked about code amendments to be made public

Kate Thomas: confirmed code amendments are published and made available to the public. Removed WCA's request and additional discussion given between Ms. Thomas and Mr. Rilatos.

Kate Thomas: Administrative report on item 9a.

Apryl Hutchinson: Who would maintain rights to wood street.

Kate Thomas: The Borough, adjacent owners would have to get a driveway easement.

Kate Thomas: Speaks about the conditions on what should/should not be considered. No major changes for accessory units. Minimum lot size, lighting, open area requirements should be considered.

Gary Watkins: 3 Problems, contract zones, transportation building next to commercial building, light industrial between two residential lots. Fix the three problems and don't overcomplicate the issues. Compromise is my solution. Additional discussion on recommendation.

Terri Henson: Agrees with option 3

Kate Thomas: Against commercial use requests within a conditional use permit

Jillian Privett: Agrees to add multi use zone

Gary Watkins: Requests to only change the 3 lots in question. Leave the remaining residential lots alone.

Extensive additional discussion given.

Multiple additions/removals to options given before.

## **10.COMMISSIONERS' REPORTS AND ANNOUNCEMENTS**

**11.ADJOURNMENT:** Adjourned: 7:30 p.m. Next regular meeting is scheduled for November 14<sup>th</sup> at 5:30 PM.

ATTEST: \_\_\_\_\_  
Rob Marshall, Deputy Secretary

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Terri Henson, Chair