

## Staff Report

**Subject:** Sketch Plan (Fifth District)  
**Author:** Teresa Concannon, AICP, Planning & Zoning Manager  
**Department:** Development Services  
**Meeting Date:** October 4, 2022  
**Item Description:** **Gregg Howze** requests approval of a **sketch plan** for “Parcel 465-3TPO Clearing and Grading”. Located on Highway 21 South. Zoned B-3. **Map# 465 Parcel# 3TPO**

### Summary Recommendation

Staff has reviewed the application, and recommends **approval** of a **sketch plan** for “Parcel 465-TPO Clearing and Grading”.

### Executive Summary/Background

- The request for approval of a sketch plan is a requirement of Appendix B – Subdivision Regulations, Article V-Plan and Plat Requirements, Section 5.1 – Sketch Plan. *The purpose of a sketch plan is to provide both the applicant and the county an opportunity to review the proposed development before significant financial resources have been invested. Therefore, the sketch plan does not require the certification of an engineer, surveyor, or other professional. Existing features, including water bodies, wetlands, and flood zone limits, are required to be surveyed for the sketch plan.*
- The parcel is in the B-3 zoning district. There are no development plans at this time. The sketch plan is submitted in order to apply for a land disturbing activity (LDA) permit, so the property can be cleared for marketing.
- To ensure that the land is graded with consideration for existing access points and site-specific drainage patterns, as well as nearby residential and commercial development, staff requested a sketch plan.
- At the July 11, 2022 pre-application meeting, staff provided feedback on the requirements for a sketch plan when no particular development is planned. The applicant made revisions as requested.
  - Access to the site from Hwy 21 will be aligned with the traffic signal at McCall Road. Access to county ROW will be facilitated through the existing stub-out extending from Goshen Commercial Drive.
  - The onsite stormwater bypass ditch will outfall to Hwy 21.
  - The limits of clearing and grading are shown on the sketch plan; all drainage features are labelled
- Staff will follow-up with a Notice to Proceed summarizing requirements and recommendations.
- At the September 19, 2022 Planning Board meeting, Peter Higgins made a motion to **approve a sketch plan** for “Parcel 465-3TPO Clearing and Grading”.
- The motion was seconded by Alan Zipperer, and carried unanimously.

### Alternatives

1. **Approve** the **sketch plan** for “Parcel 465-3TPO Clearing and Grading”.
2. **Deny** the **sketch plan** for “Parcel 465-3TPO Clearing and Grading”.

**Recommended Alternative:** 1

**Other Alternatives:** 2

**Department Review:** Development Services

**FUNDING:** N/A

**Attachments:** 1. Sketch Plan Application 3. Aerial Photograph  
2. Sketch Plan