



## **REGIONAL PLANNING COMMISSION REGULAR MEETING MINUTES**

**Thursday, March 16, 2023 at 5:30pm  
City Hall, 415 Broad Street, 3<sup>rd</sup> Floor Boardroom**

---

**This meeting is an open and accessible meeting. If interested parties request special assistance or accommodations, please notify the Planning Department three (3) days in advance of the meeting.**

### **I. INTRODUCTION AND RECOGNITION OF VISITORS**

**Commission Members Present: Sam Booher, Pat Breeding, John Moody, James Phillips, Phil Rickman, Sharon Duncan, Paula Stauffer**

**Commission Members Absent: Travis Patterson**

**Staff Present: Ken Weems, AICP, Jessica McMurray, Garret Burton**

**Visitors: Dan Saxon, Brad Duckworth, Ken Bates**

### **II. APPROVAL OF THE AGENDA**

A motion was made by Pat Breeding, seconded by Sharon Duncan, to approve the agenda. The motion passed unanimously, 7-0.

### **III. APPROVAL OF MINUTES**

1. February 13, 2023 Work Session Minutes
2. February 16, 2023 Regular Meeting Minutes

A motion was made by Pat Breeding, seconded by John Moody, to approve the minutes of the February 13, 2023 work session and February 16, 2023 regular meeting. The motion passed unanimously, 7-0.

### **IV. CONSENT AGENDA**

Consent items are those items that have previously been brought before the Planning

Commission, which have been reviewed by the Planning Commission in previous meetings or work sessions or are minor subdivisions and final plats not requiring any variances.

## **V. NEW BUSINESS**

1. Surplus Request New Street (PLNCOM23-0059). The Commission is requested to declare city-owned property along New Street as surplus property. Staff stated that this property was acquired by the City as part of the purchase of the City Hall located at 415 Broad Street. Staff further stated that the City waited a while after the purchase to ensure that the parking lot contained on the property would not be needed for City Hall parking purposes. With the parking not being utilized, the proposal for a surplus designation has come forward. A motion was made by Sharon Duncan, seconded by Phil Rickman, to declare the property along New Street as surplus property. The motion passed unanimously, 7-0.
2. Magnolia Ridge Phase 1 Final (RESDEV23-0005) The Commission is requested to grant final subdivision approval for the Magnolia Ridge Phase 1 development contingent upon completion of construction. Staff noted that this first phase of the new Magnolia Ridge Development contains 51 new single family lots and approximately .46 miles of new city street. Staff noted that phase 1 conforms to the existing preliminary approval for the development. Staff noted the developer is close to being finished with phase 1 construction and has requested final approval contingent upon completion of construction. A motion was made by Pat Breeding, seconded by James Phillips, to grant final PD approval contingent upon completion of phase 1 construction. The motion passed unanimously, 7-0.
3. Division of Duckworth Property (MINSUB23-0068). The Commission is requested to grant final subdivision approval along with an accompanying irregular lot shape variance. Staff identified the vicinity of the request located off Colonial Heights Rd and Hemlock Road. Staff noted that the terrain of the property presents unique topographical challenges due to steep terrain. The Commission acknowledged the steep slope of the property in question. A motion was made by Sharon Duncan, seconded by Paula Stauffer, to grant the irregular lot shape variance and minor subdivision approval. The motion passed unanimously, 7-0.

## **VI. UNFINISHED BUSINESS**

## **VII. OTHER BUSINESS**

1. March Subdivision Letter

## **VIII. ADJOURN**