

Centreville Planning Commission

June 26, 2024

7:00 p.m.

MINUTES

The June 26, 2024 Centreville Planning Commission meeting was called to order at 7:00 p.m. by Kara Willis, Chair; in the Liberty Building, second floor meeting room. The following members and staff were present: Kara Willis, Chair; Tim Zuella, Vice Chair; Nancy Emerick, Secretary; and Mitchell Delaney, Member; Dan Worth, Town Council Member; Sharon VanEmburch, Town Attorney; Stacey Dahlstrom, Town Planner and Betty Jean Hall, Administrative Assistant.

Review of Minutes from Previous Meetings

- a. Ms. Willis moved to approve the April 17, 2024 meeting minutes as amended. Mr. Delaney seconded the motion, which passed unanimously.

Citizen Comment

No citizens provided comments.

New Business

Ms. Dahlstrom stated the matter before the Planning Commission is the proposed annexation of Providence at Centreville that was referred by the Town Council for consideration. Ms. Dahlstrom thanked the applicants for working with the Town through this process.

Joseph Stevens, Esq. for the applicant gave an overview of the annexation petition, draft agreement, zoning and what is being requested and discussed next steps in the annexation process.

- a. Resolution 14-2024 – Annexation of the Lands of Robert H. Karen, Manager, Providence at Centreville
 - Ms. Willis moved to forward a positive recommendation regarding Resolution 14-2024 to the Centreville Town Council as the annexation is consistent with the Comprehensive Plan. Mr. Zuella seconded the motion, which passed unanimously.
- b. Ordinance 05-2024 – Rezoning Map 44F – Parcel 60 – Providence at Centreville
 - Ms. Willis moved to forward the following to the Town Council regarding Ordinance 05-2024:

Ms. Willis moved to forward a favorable recommendation of Ordinance 05-2024 to the Centreville Town Council as the Planning Commission finds the rezoning of Map 44F, Parcel 60 Providence at Centreville consistent with the Comprehensive Plan. Mr. Zuella seconded the motion, which passed unanimously.

The Planning Commission is in support of the Town Council recommending that the County Commissioners allow for the official release of open space with official subdivision approval, upon the satisfactory finding that the subdivision and development of this property will provide sufficient open space for the needs of Centreville and consistent with its zoning. Further, that the area protected by the existing forest conservation easement remain. Mr. Zuella seconded the motion, which passed unanimously.

- c. Ordinance 06-2024 – Zoning Text Amendment – Traditional Neighborhood District (TND)
 - Ms. Willis moved to forward a favorable recommendation of Ordinance 06-2024 to the Centreville Town Council with the following amendments:
 - b.(5) An attached front loaded garage consistent with Centreville’s Required and Encouraged Design Standards for Garages provided the dwelling is not located on a major, minor collector or arterial street may be permitted by the Planning Commission.Mr. Delaney seconded the motion, which passed with 3 ayes and 1 no.

Old Business

- a. Draft Annual Report
 - Ms. Dahlstrom provided a draft copy of the Annual Report for approval by the Planning Commission of work completed for the 2023 calendar year.
 - Mr. Delaney requested the box for Water/Air Quality under number 4 of the report be checked due to discussions regarding Cannabis growing.
 - Mr. Delaney moved to approve the Draft Annual Report with one modification. Mr. Zuella seconded the motion, which passed unanimously.

Zoning Issues

- Ms. Dahlstrom included in the packet potential updates to the Zoning Code that she would like the members to review and keep in mind for future reference.
- Tiny homes will be an agenda item at an upcoming work session.
- Conversation regarding the approval of site plans as compared to building permit submittal documents ended in the Commission members wanting to draft a letter to Council in support of budgeting for a full-time Zoning Administrator in the future.

Citizen Comment

No citizens provided comments.

Council Member Report

Council Member Worth stated at the last Town Council meeting a moratorium was discussed for major site plans to give the Planning Commission time to work on changes to the TND zoning.

Adjournment

There being no further business, Ms. Willis moved to adjourn the June 26, 2024 Planning Commission meeting. Mr. Zuella seconded the motion, which passed unanimously. The meeting was adjourned at 8:38 p.m.

Respectfully submitted,



Betty Jean Hall
Administrative Assistant

Action Items

- Approved the April 17, 2024 meeting minutes as amended.
- Forwarded favorable recommendations for Resolution 14-2024, Ordinances 05-2024 and 06-2024 to Council.
- Approved the Draft Annual Report.