

**Town of Mills River
Minutes of the Planning Board
Tuesday, March 2, 2021**

The Town of Mills River Planning Board met on Tuesday, March 2, 2021, at 6:30 PM in the Mills River Town Hall. Board members present were: Sherri Hill, Jim Foster, Cheryl Janoski, James Cantrell, Wayne Carland, Heath Wiggins and Jeff Moore. Ryan Perry attended via Zoom and Mary Ann Osby was absent (excused). Staff present were Town Manager Daniel Cobb and Tax Collector/Deputy Town Clerk Aurelie Taylor.

Chairperson Sherri Hill called the meeting to order and led the Pledge of Allegiance.

Approval of the Minutes

Jim Foster made a motion to accept the minutes of February 16, 2021. Cheryl Janoski seconded the motion and the motion passed by unanimous verbal assent.

Public Comment: There was no public comment.

Old Business:

A. Making Mills River Comprehensive Plan Update

Chairperson Sherri Hill asked if any of the Planning Board members had any more feedback to give about the plan. Town Manager Daniel Cobb let everyone know that the comment period is open until next Friday (3-12-21). The Steering Committee will meet in April to go over the plan one more time and make a recommendation to Planning Board. At that time, Planning Board will have an opportunity to review and make changes or recommendations to Town Council. The goal is to have the work wrapped up by June 30. No action was taken.

New Business:

A. Banner Farm Road Special Use Permit – SUP-21-01

Chairperson Sherri Hill explained that although the application has already been made, that this was more of a pre-application meeting to review Moore & Son's plan. Planning Board will have to make a recommendation to Town Council, but does not need to do that tonight.

The applicant's representatives (Devon Staley, Blue Ridge Engineering, Rick Moore, Moore & Son Site Contractors, and Brian Kirk, Moore & Son Site Contractors) described the project to Planning Board. Many questions were asked about the project, ranging from how many units would be owned to pricing, to the cost of running utilities to the site. Concerns included increased traffic on Banner Farm Rd. to the number of new students at Mills River Elementary School. No action was taken. The application and staff report appears below:

STAFF REPORT

Planning Board, Tuesday March 2, 2021

Title: Special Use Permit 21-01 – Moore & Son Site Contractors

Planning Board to review and comment on multifamily development project sketch plan.

Speaker: Daniel Cobb, AICP, CFM, CZO, Town Manager

From: Planning

Background

On February 1, 2021 the Town received an application for Special Use Permit (SUP) 21-01 from Moore & Son Site Contractors. The request is for a multifamily development on approximately 31.9 acres of land on Banner Farm Road. As this property is vacant an address has not been assigned, it may be identified as property identification number 9630776176 in the Henderson County Registry. The property is zoned Mills River Residential – 30 (MR-30).

All SUP applications for which Town Council is responsible for reviewing require a recommendation from the Town's Planning Board.

Discussion

The purpose of the Planning Board's review at this stage of the application is to review the project for general conformance of town codes and provide feedback on the idea of the project. This meeting is to inform the developer of the town's regulations and policies concerning development alternatives and is an opportunity for the applicant to inform the Board of the applicant's intentions for the project.¹

Following this review the Board will consider the request again at its next meeting for a more detailed review. At this subsequent meeting the Board may offer a recommendation to Town Council for approval (or denial).

Policy Analysis

Multi-family developments standards are outlined in town code §154.082. Key considerations for designs for these projects are lot size, density, and open space requirements.

Lot Size

The minimum lot size for a multifamily development is 1.5 acres. This site is 31.9 acres. The typical 30,000 square foot minimum lot size in the MR-30 district does not apply to multifamily developments. The lots proposed on Attachment A range from 4,356 sq/ft to 7,405 square feet.

¹Town of Mills River Code – Chapter 154.082(f)

Density

Residential density in the MR-30 district based on a minimum 30,000 sq/ft lot size is .68 dwelling units per acre. This is expressed as a whole number of one unit per acre.

Multifamily developments may not exceed four dwelling units per acre. The area used to calculate lot size for density purposes does not include rights-of-ways, parking areas, or driveways. Based on the design proposed the maximum number of units is calculated based on 31.9 acres minus built-upon-area of 7.17 acres. This leaves a total area of 24.73 acres, resulting in a maximum dwelling unit count of 98.92 units, or 99 units in total. The applicant is proposing 92 units.

Open Space

Multifamily developments are required to provide a minimum of 15% common open space. This is equal to 4.8 acres of this project site.

Of that 15% required open space, at least 20% and no more than 50% is required to be active use space (e.g. trails, fields, courts, etc.).

The applicant proposes approximately 17 acres, or 53% of the project to remain open common space.

Of the required open space (4.8 acres) the applicant proposes 21% of it to be dedicated to active uses – a hiking trail and athletic field. This is approximately 1 acre of the required 4.8 acres.

Recommendation

Staff recommends the Board familiarize itself with this site plan and provide feedback (if any) to the applicant. If necessary the Board may request additional information from the applicant.

Attachments

PRELIMINARY - NOT FOR CONSTRUCTION

ATTACHMENT A

Proposed Residential Development
3.1 CONCEPT
 Restonway Site Layout Plan

MOORE AND SON SITE CONTRACTORS
 1215 W. Main Street
 Millersville, MD 21108
 info@mooreandson.com

DEAN DESIGN ENGINEERING
 220 Main Street, Millersville, MD 21108
 dean@deandesign.com

ATTACHMENT A

Project No. 2020-0001

Scale: 1" = 40'

ZONING COMPLIANCE DATA

Category	Requirement	Value	Compliance
GENERAL	LOT AREA	20,000 SQ FT	20,000 SQ FT
	LOT WIDTH	50 FT	50 FT
	LOT DEPTH	400 FT	400 FT
SETBACKS	FRONT YARD	25 FT	25 FT
	REAR YARD	10 FT	10 FT
HEIGHTS	MAXIMUM	35 FT	35 FT
	AVERAGE	25 FT	25 FT
TOTAL GARAGE SPACE	PER UNIT	1.5	1.5
	TOTAL	150	150
TOTAL PARKING	PER UNIT	1.5	1.5
	TOTAL	150	150

DEVELOPMENT COMPLIANCE DATA

Category	Requirement	Value	Compliance
GENERAL	LOT AREA	20,000 SQ FT	20,000 SQ FT
	LOT WIDTH	50 FT	50 FT
	LOT DEPTH	400 FT	400 FT
SETBACKS	FRONT YARD	25 FT	25 FT
	REAR YARD	10 FT	10 FT
HEIGHTS	MAXIMUM	35 FT	35 FT
	AVERAGE	25 FT	25 FT
TOTAL GARAGE SPACE	PER UNIT	1.5	1.5
	TOTAL	150	150
TOTAL PARKING	PER UNIT	1.5	1.5
	TOTAL	150	150

Sherri Hill brought up the April 6 meeting. It falls on the Tuesday after Easter Sunday and during spring break. She was asking the Board to consider cancelling the April 6, 2021 meeting.

Jim Foster made a motion to cancel the Town of Mills River Planning Board's April 6, 2021, meeting. Jeff Moore seconded the motion and the motion passed by unanimous verbal assent.

Additional Items

Daniel Cobb gave updates on several new grants and other news. A contract to begin the riverbank restoration project has been signed; grants for an electric vehicle charging station at Town Hall and bike/pedestrian plan development have been received. For a third year, a grant for bike helmets to be given away to children has been approved. There is a Parks & Rec. Master Plan drop in from 10an to 2pm this Friday, March 5. Daniel elaborated on the electric charging stations, describing types of stations, from where the funding is coming, and how the stations will be tied into the maintenance building whose solar panels produce more electricity that the building can use.

As there was no further business to discuss, Heath Wiggins made a motion to adjourn the meeting. Wayne Carland seconded the motion and the motion passed by unanimous verbal assent.

Respectfully submitted,

Aurelie Taylor
Tax Collector/Deputy Town Clerk