

Town of Mills River
Minutes of the Planning Board
Tuesday, June 2, 2020

The Town of Mills River Planning Board met on Tuesday, June 2, 2020, at 7:00 PM in the Mills River Town Hall. Board members present were: Carolyn Moore, Sherri Hill, Ryan Perry, Wayne Carland, Jim Foster, and Matt Holloway. Cheryl Janoski was present by electronic means, and a quorum was present.

Chairman Brian Kimball resigned his seat on the Planning Board and on the *Making Mills River* Steering Committee because he was appointed to Town Council District Two seat. Sadly, Dennis Wilson passed away last week, and a card was passed for his family. Staff present were Town Manager Daniel Cobb, Town Clerk/Finance Officer Sue Powell.

Vice Chair Carolyn Moore called the meeting to order and led the Pledge of Allegiance. There were no adjustments to the Agenda.

Approval of the Minutes

Jim Foster made a motion to accept the minutes of March 3, 2020 as presented. Ryan Perry seconded the motion and the motion passed by unanimous verbal assent.

Public Comment: No Public Comment.

New Business:

A. Mills River Crossing Subdivision (MS-17-01) Phase II Amendment

On May 4, 2020 the Town of Mills River received a request for a modification to Phase 2 of Mills River Crossing. Specifically, a change in use of lot 18 from undeveloped open space to a small community area. Modifications of this nature must be approved by the Planning Board, per Town Code §153.049(B). The original approval for Phase 2 of Mills River Crossing consisted of 50 lots and six parcels dedicated to open space. The request before the Board was to convert one of those six lots to a community area. The community area includes sports fields, a playground, and gazebo. After a few questions, Jim Foster made a motion to approve the amendment to Phase II of Mills River Crossing (MS-17-01). His motion was seconded by Ryan Perry and the motion carried by a vote of seven ayes. Mr. Cobb's full Staff Report and the attachments are attached to these minutes by reference and incorporated herein; and, are filed in the Planning Office at Mills River Town Hall in the file for MS-17-01.

B. Mills River Crossing Subdivision (MS-17-01) Phase III and IV Amendment

The Town of Mills River received a subdivision application for Phases III and IV of Mills River Crossing. This proposal consists of 46 single-family lots and is considered a *major subdivision* per Town Code §153.049(B). The subject property is located between Boylston Highway and Turnpike Road. All major subdivisions (those of 11 lots or more) are required to be reviewed by the Planning Board. The plans have been reviewed for compliance and meet all minimum standards for lot size (minimum 30,000 square feet) and design.

Subdivisions of this scale require a 60' landscape buffer when adjacent to a public road. However, this buffer can be reduced to 30' with an earth berm. The plans reflect a 30' buffer and an earth berm and are in full compliance with Town standards. The road right-of-way, pavement width,

and surface are designed according to §153.069 for *collector* roads. One minor design change is required for the shoulder section. The plans include a 5' shoulder while the Town's Code requires 6'. The applicant has received approval from all other agencies typically required for a project of this size including, NCDOT encroachment, erosion control, waterline extension, and watershed development. All lots will be served with public water supply from the City of Hendersonville. Each lot will have its own septic system.

Engineer Nick Bowman and applicant Art Bakula answered a few questions about this project, and then with little discussion, Matt Holloway made the motion to approve Phases III and IV of Mills River Crossing Subdivision with the condition of the shoulder on the subdivision road (Daniel Circle Drive) being increased from five feet to six feet. Wayne Carland seconded the motion and it passed by unanimous vote of seven aye votes. Mr. Cobb's full Staff Report and the attachments are attached to these minutes by reference and incorporated herein; and, are filed in the Planning Office at Mills River Town Hall in the file for MS-17-01.

C. Making Mills River Steering Committee Representative

Vice Chair Carolyn Moore announced that Chair Brian Kimball has resigned his seat on the Planning Board and his seat on the *Making Mills River* Steering Committee because of his appointment to Town Council. With this, the Planning Board needs to appoint a second representative to the Steering Committee. Jim Foster also serves on this committee. Ryan Perry offered to take this on, and Jim Foster made a motion to appoint Ryan Perry to represent the Planning Board on the Making Mills River Steering Committee. Councilman Carland seconded this motion. The motion passed by unanimous assent of seven ayes.

D. Election of New Chairperson Discussion

Again, with the resignation of Brian Kimball, an election must be held for Chairperson. Matt Holloway offered himself for the position, but Jim Foster made a motion nominating current Vice Chair Carolyn Moore. Sherri Hill suggested waiting until the two vacant seats were filled before making this appointment, but Wayne Carland seconded Mr. Foster's motion. As there was a motion and second on the floor, a vote was necessary. Carolyn Moore called for further nominations, but none were offered. The motion passed by a four ayes from Jim Foster, Wayne Carland, Matt Holloway, and Ryan Perry. Nay votes were cast by Sherri Hill and Cheryl Janoski.

Jim Foster suggested moving forward with the election of a new Vice Chair, and Ryan Perry agreed. With this, Jim Foster made a motion nominating Sherri Hill, and Wayne Carland made a motion nominating Matt Holloway. Chair Carolyn Moore called for a vote on Sherri Hill and received two aye votes from Jim Foster and Cheryl Janoski. Ms. Moore then called for a vote on the nomination of Matt Holloway and received aye votes from Ryan Perry, Wayne Carland, Sherri Hill, and herself. Matt Holloway is the Vice Chair by a vote of four ayes.

As there was no further business to discuss, Sherri Hill made a motion to adjourn the meeting. Ryan Perry seconded the motion and the motion passed by unanimous verbal assent.

Respectfully submitted,

Susan L. Powell, MMC, NCCMC

Town Clerk/Finance Officer