

Regular Planning Commission meeting – June 24, 2024

The meeting of the Town of Meeker Planning Commission was called to order by Commissioner Joy at 7:01 p.m.

Pledge of Allegiance

Commissioners Present: Amanda Back

Leif Joy
Michele Morgan
Amanda Smith

Staff Present:

Carly Thomson, Town Planner
Mandi Etheridge, Town Administrator

Citizens Present:

Betty Kracht, applicant's representative

Approval of Agenda

Motion to approve agenda made by Commissioner Morgan, second by Commissioner Back. All ayes, motion carried.

Approval of Minutes

Motion to approve the minutes from the May 20, 2024 Planning Commission meeting made by Commissioner Back, second by Commissioner Morgan. All ayes, motion carried.

Public Participation

None

Public Hearing

Commissioner Joy opened the public hearing at 7:04 p.m. for the Consideration of a Minor Subdivision request from Stoneledge Properties LLC for Lot 9R, Block 88, Town of Meeker also known as 1085 Main Street.

Planner Thomson thanked Betty Kracht for being present to represent Stoneledge Properties LLC. The applicant has submitted a Minor Subdivision Plat application for the purpose of dividing one (1) single lot that is approximately 11,250 square feet into two (2) lots. The property is zoned Mixed Residential and is located in the west end of the Town of Meeker.

The subject property is a corner lot that borders Main Street and 11th Street and has a single-family residence on the lot. The proposed subdivision will contain two lots; Lot 1-9R (northerly lot) is approximately 6,212.25 square feet and Lot 2-9R (southerly lot) is approximately 5,037.75 square feet. The existing residence on the property will be located solely on the proposed Lot 2-9R. Lot 2-9R will meet the current dimensional standards for Mixed Residential zoning by including a 10-foot rear yard setback as shown on the plat. Both lots will meet the minimum square footage requirements for Mixed Residential zoning of 3,750 square feet. Currently the applicant does not propose any development at the site. Any future development would be subject to processes required by the Town of Meeker Municipal Code, Land Use Development Code, and Building Code.

During the referral review process the Town did receive a comment from Meeker Sanitation District; Thomson read the letter into public record. The applicant has been made aware of the request and plans to update the proposed plat with this addition and a draft is included in the Commissioners' packet. Since receiving the application and providing public notice staff has received the zero comments opposing the application and zero comments in support of the application.

The Land Use Development Code Section 18.2.7(2) addresses Subdivision Improvement Agreements for approval of Final Plats. It is the opinion of Town Staff that the subject property has adequate street service, water, sewer,

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electricity, gas, communications, and drainage systems to serve each of the proposed lots. Therefore, it is the opinion of Town Staff that a Subdivision Improvement Agreement is not necessary for this Minor Subdivision request.

The Planning Commission will provide a recommendation to the Town Board of Trustees regarding the application to be presented at their meeting on July 2, 2024. Town Staff recommends approval of the Minor Subdivision application for 1085 Main Street Minor Subdivision without a Subdivision Improvement Agreement due to the findings:

- The Minor Subdivision application meets the conditions of the Meeker Land Use Development Code sections
- The Minor Subdivision application meets the goals of the Comprehensive Master Plan.

Administration has reviewed this application and staff report and agrees with the recommendation.

Kracht stated that TDA was currently locating the sewer line with the intent to create a utility easement; future development on that proposed lot would be required to accommodate the easement and subsequent sewer line. Should the building envelope avoid the sewer line, an easement would still be created for the security of the utility. Applicant intends to add final plat notes that the future developer for the proposed lot would be responsible for moving the current sewer line to a utility easement if necessary. There was an old barn on the proposed lot that should be removed. Commissioner Joy confirmed that the proposed lot would be addressed off 11th street. Discussion followed regarding potential for where the utility easement would be and how it would be honored in plat notes. Commissioner Joy suggested that there be easements for the existing as well as any new sewer lines and discussion followed to clarify the need and use of easements.

Commissioner Joy closed the public hearing at 7:18 p.m. and asked for a motion. Motion to recommend approval of the Minor Subdivision application without a Subdivision Improvement Agreement made by Commissioner Smith, second by Commissioner Back. All ayes, motion carried.

New Business

Commissioner Joy asked for nominations for Chairperson and Vice Chair for the Commission. Motion to appoint Leif Joy as Chairperson and Michele Morgan as Vice Chair made by Commissioner Back; Commissioner Morgan declined the nomination. Chairman Joy amended the motion to nominate Amanda Smith as the Vice Chair; second by Commissioner Morgan. All ayes, motion carried.

Commissioner Joy adjourned the meeting at 7:24 p.m.

Attest:

Leif Joy, Chairman

Mandi Etheridge, Town Administrator