**WARSAW PLANNING COMMISSION**

**January 7, 2016 Reconvened Meeting**

**Held on January 11, 2016 at 5PM**

**78 Belle Ville Lane**

Commissioner Gary Palmore reconvened the meeting of the Warsaw Planning Commission on Monday, January 11, 2016 at 5pm. Commissioners present were Harold Donovan, Jonathan English, and Faron Hamblin. Town staff present were John Slusser, Town Manager, and Kate Condrey, Secretary.

Mr. Slusser stated the meeting was recessed so the Commissioners had a chance to go to 141 Quail Trail, and look at the area to determine their stance on the request for variance from Herbert Family Holdings LLC. The Commission needs to figure out what recommendation they will give to the Board of Zoning and Appeals (BZA). Mr. Slusser gave a review of the last meeting and asked the Commission what type of structure they see in a neighborhood.

Commissioner Donovan thought a garage like structure would be acceptable. He thought after looking at the property that the variance should be recommended because of the topography of the land. He has no other place on the property to place a structure. He thought maybe a 2 or 3 car garage would be sufficient.

Chairman Palmore thought the structure was almost in the side yard. The layout of the lots and where the house is positioned make it difficult to determine where the proposed structure is going. Mr. Slusser explained that anything in the front of the house is the front yard.

Mr. Slusser explained the Planning Commission needed to give a recommendation for the building for residential needs. They need to be fair and try to give adequate space, but not generous. He would like to see the Commission use square footage as a limitation. The structure also has to go with the character and harmony of the area. There is a 24 foot height limit on the structure due to the DMO.

The question to be answered was square footage. Many numbers were given and different reasons. Commissioner Hamblin would like to see 1,000 square feet and Chairman Palmore wanted the limit to be set at 800 square feet.

Chairman Palmore made a motion to send the following recommendation to the BZA.

1. The structure must be at least 75 feet from the road, at least 25 feet from the rear property line, and at least 25 feet from the side property line.

2. The structure cannot exceed 900 square feet.

3. The structure must be residentially compatible in appearance as determined by the Planning Commission and must be submitted for their approval prior to the issuance of a zoning permit.

4. The existing entrance/ driveway must be used to access the structure.

The motion was seconded by Jonathan English. The following vote was taken.

Gary Palmore Aye Faron Hamblin Aye

Jonathan English Aye Harold Donovan Aye

RAPPAHANNOCK CHURCH OF CHRIST SIGN

Town Manager Slusser explained the Rappahannock Church of Christ would like to dress up the existing sign at the property located at 4324 Richmond Road. The Commissioner reviewed the proposed sign and had no issues. Commissioner Donovan asked if there would be an electronic message board. Mr. Slusser said it appears to be that way, but there is an ordinance on message boards they must follow. Mr. Slusser explained that he will tell Council the Commission reviewed the sign and saw no problems as long as the ordinances were followed pertaining to the message board.

With there being no further business, Chairman Palmore adjourned the meeting of the Warsaw Planning Commission at 5:50 on January 11, 2016.

Submitted by:

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Laura K. Condrey

Planning Commission Secretary