

Town of Milton
Planning and Zoning Commission
Minutes
August 17, 2004

Members Present:

Linda Rogers

Dean Sherman

Denny Hughes

Herb Dutt

Bob Kerr

Eric Evans

1. Cannery Village LLC – 611 Federal Street 2-35-20.11 Parcels 19.00, 20.11, 20.02, 22.00

Planning and Zoning will review the application from Becker Morgan Group, Inc. for preliminary site plan approval and final site plan approval if all conditions are met on a office park. Becker Morgan Group, Inc. filed the application for Cannery Village LLC.

Linda Rogers introduced the application and asked who was here representing the app. John Hopkins from Cannery Village and Greg Moore from Becker Morgan Group stated they are representing the application and proceeded to explain the site plan. Mr. Moore explained that the site plan shows the entire complex except for a small portion on Chestnut Street, this area is being discussed for future use with the Town. The existing building on the site will be the first building remodeled as a tenant fit-out and the additional 2 buildings will not be constructed until tenants are located. The intent was to complete the entrance and parking areas around the existing building and the remainder site will be developed at a later date. However the owner could lay out the entire site except for the 2 buildings if conditions are acceptable.

Linda Rogers asked if anyone had comments in regards to the site plan. Bob Kerr had the following comments:

1. The parking space count is correct for a general office. It does not meet the parking requirements for medical offices. The number of parking spaces shown is correct but the figures calling out the number of spaces are incorrect.
2. Change the 8" water main to a 10" water main and connect to the existing 10" water main on the west side of Chestnut Street. Install a fire hydrant on the new water line at Federal Street. Water main is to be dedicated to the Town and a permanent easement for maintenance will be required.
3. Sewer main is to dedicated to the Town and a permanent easement for maintenance will be required.
4. The Federal Street pumping station does not have the capacity for the proposed development unless the flow granted to the brewery is not reconnected to the Federal Street pumping station.
5. Provide detail sheets referred to on sheet C2.
6. Provide lighting plan as referred to on sheet C2.
7. Provide details on the proposed privacy fence.
8. Water main notes on C2 need revised. Water mains shall be PVC SDR 18 Class C900. Water service should be polyethylene PE DR7.
9. Show details for water system and sanitary sewer construction.

10. Show location of signage on the entrance. Detail was provided to P & Z however it is a conceptual and has not been approved by the developer.
11. All outside agency approvals are still required.

Eric Evans also stated the following:

1. The Zoning should read LI-1 vice L-1
2. The parking space located in the front setback is not in conformance with section 7.2.1-1. P&Z discussed this issue and approved the location.
3. Add to the general notes a statement that the lights located in the office park are the responsibility of the property owner for maintenance and electric costs.

After further discussion it was determined that the Towns engineer will need to determine if the Federal Street pumping station has the capacity to handle the flows being proposed for the existing building on the site plan before proceeding further and calculate the availability for future flows to the same.

Dean Sherman motioned to grant preliminary approval based on the correction of the comments and Herb Dutt seconded the motion. All voted in favor.

2. Cannery Village LLC. – 2-35-20.00 Parcels 43.00, 48.00, 53.00

Planning and Zoning will review the application for an LPD major subdivision and if all conditions are met, may grant preliminary approval. The site plan is for Cannery Village Phase IIIB. The application was filed by Cannery Village LLC.

Linda Rogers introduced the application and asked who was here representing the app. Colby Cox stated he was representing the application and proceed to explain phase IIIB. This area is intended to be the commercial area with some residential. During the discussion Mr. Cox stated the Town Houses are going to be fee simple condominiums vice town houses. The property lines around those structures will be removed. The commercial space is speculation. There are no tenants located at this time. There was much discussion in regards to the master plan and the commercial areas. The parking area for the commercial site was questioned. The site would need to be buffered heavily or moved to the inside of the lot. Linda asked if anyone had any questions or comments.

Bob Kerr stated the following:

1. A cul-de-sac should be provided at the end of Chester Alley and the water & sewer lines should remain on the Cannery Village property and not extend into the adjoining property.
2. Curb and sidewalk need to be added along Atlantic Street and Delaware Route 256.
3. The water main shall be looped between Chester Alley and Norbiton Road. The water main shall also be looped between Kingston Drive and Norbiton Road. Additional water valves will be required to isolate portions of the water system.
4. A landscape buffer to be provided along the commercial parking spaces and the adjoining property to the south (Wilkins Property).
5. Cannot determine the number of parking spaces that will be required.
6. The paving cross-section for Kingston Drive should be the similar to that provided for Village Center Boulevard and Draper Boulevard in Phase 2.

7. The current design of Macfarlane Road and Norbiton Road makes truck use difficult.
8. A north arrow should be provided on the site plan.
9. Areas for landscaping should be provided along Norbiton Road to screen commercial area. Landscaping buffer should be provided along Atlantic Street and Delaware Route 256.
10. Water main on Kingston Drive should be 10". Water main on Atlantic Street should be 12".
11. Proposed commercial area is 5.7 acres vice 2.7 acres proposed on the master plan.
12. The drawings reference phase 2C, which have not been approved as of this time. Including these units the total housing units is over the approved 538 residential units.
13. Phase 3B depends on the approval of Phase 4 for storm water management.
14. Adequate parking for the condominiums need to be shown and provided.

Eric Evans had the following comments:

1. Site note 1 data is incorrect and needs to be updated.
2. Page C1.1 shows the alley going to Mrs. Wilkins property as being 50' R.O.W. that is inconsistent to phase IIIA which has already been approved.
3. Commercial building and parking area needs to be redesigned.
4. No trash corrals located on site.

After a lot of discussion Colby Cox made the recommendation to withdraw the site plan and redesign/draw the site plan and submit them at a later date. He stated he will take the comments made this evening and add/correct the site plan.

3. Cannery Village LLC. – 2-35-20.00 Parcels 43.00, 48.00, 53.00, 42.00

Planning and Zoning will review the application for an LPD major subdivision and if all conditions are met, may grant preliminary approval. The site plan is for Cannery Village Phase IV. The application was filed by Cannery Village LLC.

Linda Rogers introduced the application and asked who was here representing the app. Colby Cox stated he was representing the application and proceed to explain phase IV. This area is intended to be for the majority single-family homes on large parcels. There are a few semi-detached homes or side-by-side units located on the site. Linda asked if anyone had any questions or comments.

Bob Kerr stated the following:

1. The unit breakdown on the cover sheet includes a Phase 2C that has not received preliminary approval.
2. Wetlands have not been identified.
3. Access for lots 435, 436 and 437 is along a 15' wide driveway that appears to have only 10' of paving. This should be 15' wide paving and 25' R.O.W.
4. Trash corrals needed through out site plan.
5. No sewer or water shown to serve lots 483 and 484.
6. Sidewalk needs to be provided for lots 477, 478 and 479.
7. Loop water main from lots 478 & 479 along 479, 483, 484 to lot 485. The size of the water main could be reduced to 8"

8. Cul-de-sac to be provided at the end of Devonshire Road.
9. Rename one of the Elder Lanes to prevent confusion.
10. A sidewalk needs to be provided along lots, 446, 445, 444, 470, 469, 468, 467, 466 and 465. Also along lots 448, 449, 457 and 456.
11. Dovedale Lane is shown to be 50' wide. The correct R.O.W. width is 25'
12. Lot not identified next to lot 446 and Elder Lane if this is a lot ensure housing calculations are correct.
13. A hydrant shall be placed on the end of the water line on Devonshire Road.
14. The water main on Elderfield Road shall be looped and connected with the line on Castillon Road near lot 465.
15. Additional water valves, looping and adjustments of water mains will be necessary once preliminary approval is given.

Eric Evans stated the following:

1. Entrance needs to be widened to 34' minimum to first intersection.
2. Sidewalk and curbing needs to be added along Front Street and Atlantic Street the length of the property.
3. The lots that are front loading or have a shared entrance the entrances need to be 25' R.O.W. with 15' of pavement as the other alleys.
4. Ensure all the general and site notes are updated and current.

Dean Sherman made the motion to grant preliminary approval with the correction to be made as stated at the meeting. Denny Hughes seconded the motion. All voted infavor.

4. Section 8 of the Zoning Ordinance Signs.

Planning and Zoning will review the proposed change to the sign ordinance. This will be a open forum for public comment. Recommendations to this ordinance will be forwarded to Town Council for a public hearing and their adoption, modification or denial.

Planning and Zoning discussed the sign section for some time and decided to not make a decision but to schedule a workshop and discuss the matter there. The scheduled workshop was set for August 31, 2004 at 7:00 p.m. in the Town Hall.