

## MINUTES

### ZONING & SUBDIVISION REVIEW COMMITTEE

Tuesday – December 9, 2008 – 7:30 p.m. – MCRPC Offices

#### MEMBERS PRESENT

Larry McAdams, Vice-Chairman  
Clifford McCandless  
Ron Faull  
James Hughes  
Paulette Young, Ex-Officio

#### OTHERS PRESENT

Lisa Holm Schrader, Senior Planner  
Peggy Heldorfer, Associate Planner

Mr. McAdams, Vice-Chairman, called the meeting to order at 7:30 p.m. **A quorum was present.** Mr. McAdams noted that the previous Minutes from September 16, 2008 were mailed prior to tonight's meeting. A motion was made by Mr. Faull and seconded by Mr. Hughes to approve the Minutes of the September 16, 2008 meeting with no additions, corrections, or deletions. The motion passed.

#### NEW BUSINESS

1. Zoning Ordinance Text Amendments – Pine Township & Liberty Township – Ms. Holm Schrader explained a proposed ordinance that has been required by the FAA but had not been completed by Pine or Liberty Townships. She stated that the airport is located in Springfield Township, which has Airport Zoning in their current ordinance. This proposed amendment is to establish Airport Zones in Pine and Liberty Townships. Each Township has identical text for the body of the proposed ordinance. The overall text of the proposed ordinance is based upon FAA regulations. Those regulations determine the outline of the zones on the zoning map. Ms. Holm Schrader stated that MCRPC could assist both Pine and Liberty Townships in revising their zoning map and ordinance, but would recommend that all plans and building permits within the designated areas be reviewed by a municipal engineer.

After discussion, **Mr. McCandless made a motion to recommend approval of the text amendment for airport zoning in Pine and Liberty Townships and recommend additional language to state that all plans within the designated areas be reviewed by the municipal engineer which must be different from the design engineer and that fees for development reviews must be added to any zoning applications or building permit applications within the airport zone. Mr. Hughes seconded. The motion passed with Mr. Faull abstaining since he will be voting on this issue in Liberty Township.**

2. Modification Review – Ms. Holm Schrader explained that a surveyor had begun work on a subdivision plan in Sugar Grove Township and he wasn't sure if they would need a modification. Ms. Holm Schrader described the proposed subdivision of a single lot with a railroad right-of-way going through the lot with all lands east of the railroad line being within a floodway easement for a reservoir. They would like to subdivide the lot into two lots at the railroad line and creating a separate non-buildable parcel to be adjoined to an adjacent property that is also non-buildable. The issue is access to the lot along the railroad line which is not 50' wide; however all the property is non-buildable. Committee members felt that since this is for a non-buildable lot, it should be noted on the subdivision plan as non-buildable and they would not need a modification. Ms. Holm Schrader stated that she would inform the surveyor.

3. Other Business – Ms. Holm Schrader handed out a Rough Draft of the Mercer County Subdivision and Land Development Ordinance for Committee members to consider. She asked Committee members to read the ordinance and suggest further updates to the ordinance at a later meeting.

Ms. Holm Schrader also mentioned that we have seen evidence that some changes were made to a subdivision plan after it had been approved at our office and prior to it being recorded at the courthouse. She explained that MCRPC is looking at delivering the approved plans to the courthouse for recording rather than allowing others to do this. She noted that we would discuss how this could be done with the Recorder's office and then this item will be added to the ordinance as a revision.

**ADJOURNMENT**

There being no further business to conduct, the meeting adjourned at 8:20 p.m.

Respectfully submitted,

Lisa Holm Schrader,  
Senior Planner

LHS/ew