

MINUTES

ZONING & SUBDIVISION REVIEW COMMITTEE

Tuesday – May 19, 2009 – 7:30 p.m. – MCRPC Offices

MEMBERS PRESENT

Larry McAdams, Chairman
James Hughes, Vice-Chairman
Fred Brenner
James Hogan
Clifford McCandless
Frank Connelly
Larry Gruntz
Bob McGhee

OTHERS PRESENT

Lisa Holm, Senior Planner
Peggy Heldorfer, Associate Planner
Matthew May, FARMA Parks

Mr. McAdams, Chairman, called the meeting to order at 7:30 p.m. **A quorum was present.** Mr. McAdams noted that the previous Minutes from March 17, 2009 were mailed prior to tonight's meeting. A motion was made by Mr. McCandless and seconded by Mr. Hogan to approve the Minutes of the March 17, 2009 meeting with no additions, corrections, or deletions. The motion passed.

NEW BUSINESS

Ms. Holm explained that she will review all three requests (Modification Requests, Final-Major Plan and Preliminary-Major Plan) for FARMA Parks, Campground Expansion at one time.

“FARMA Parks, Inc. – Campground Expansion” – Perry & Otter Creek Townships – May Family Trust –

Ms. Holm explained that the existing Mobile Home Park consists of 41 units, was completed in two phases and approved through MCRPC. She noted that there are 245 existing RV sites as well as the section that had never received final approval through MCRPC (an additional 20 RV sites, plus 2 cabins). Committee members viewed each set of plans. The Committee discussed an opportunity for road names to be posted throughout the MHP to assist 911 (for emergency purposes) and individuals for easy access throughout the MHP, not an ordinance requirement.

Ms. Holm mentioned to Committee members that the plan they are currently looking at would be the Final Plan for the recently updated section. All the utilities and roads are in this phase and the site is ready to be used, but requires final approval through MCRPC for the additional 20 RV sites, plus 2 cabins.

Ms. Holm stated that some corrections to the plan need to be taken care of by the engineer prior to approval. The engineer needs to identify the road widths and indicate the direction of traffic on existing roads. The plans need to be numbered consecutively, there are too many pages numbered C1.1. She noted that on the overall plan, safety features need to be added to the plan (fire hydrants, pond, etc.). Also, Lots 15-20 do not meet the minimum size of 1,500 square feet per lot and need to be shown larger. The cabin lots must be numbered consecutively with the other lots and should be increased in size to 2,500 square feet. Setbacks on the lots and a typical lot layout (gravel area for RV, additional parking and utility connections) need to be added.

Ms. Holm explained that the 2 cabins that are shown on the Final Plan do not meet the minimum requirements in our Ordinance. Also, after meeting with the Code Inspector, the 2 cabins do not meet recreational cabin requirements and must meet UCC Building Requirements. She also noted that this requirement would also need to be incorporated into the County Subdivision Ordinance Update. She stated that the most likely way to review this would be under the MHP requirements. Those requirements are for 5,000 square foot sub-lots and the cabins currently are around 2,500 square foot. Ms. Holm noted that the Mercer County Subdivision and Land Development Ordinance, Mobile Home Park Section 704.4b, could provide the provisions to review the RV lots similar to mobile home lots that would then allow for the lot sizes and require structural mobile home stands for the cabin structures. This would require a modification.

Ms. Holm explained that the Final Major Plan is for the recently completed section of the FARMA RV Park which includes the 2 existing cabin structures. The sites include sewer, water and electricity for temporary use by RV's.

Ms. Holm also noted that the Preliminary Major Plan is for 2 proposed phases of expansion of the RV Park. Phase 2 does not include any cabins and basically is an open field. Phase 3 includes additional common building facilities, RV lots and additional cabin lots that would meet mobile home requirements. The proposed expansion sites will include sewer, water and electricity for temporary use by RV's.

After discussion, Ms. Holm explained that the first modification request would be to waive the preliminary plan requirements in order to review the plan for the existing park and recently updated section as the final plan. **A motion was made by Mr. Hughes to recommend approval of the modification request to review the plan for Phase 1 as a final plan without preliminary plan requirements. Mr. Hogan seconded. The motion passed.**

Ms. Holm explained that the second modification request would be to review the 2 existing cabin structures with requirements to meet the guidelines of Section 704.4 for mobile home stand lots. **A motion was made by Mr. Hughes to recommend approval of the modification request provided that the cabin structures in Phase 1 meet the requirements of Section 704.4 for mobile home stand lots. Mr. Hogan seconded. The motion passed.**

Ms. Holm stated that upon the conditions of completing the necessary modifications noted above, we could approve the Final Plan for Phase 1 for the recently updated section of the RV Park which includes the modification for the 2 existing cabin structures. **A motion was made by Mr. Hughes to recommend approval of the Final Major Plan for Phase 1 upon conditions of completing the necessary modifications to the cabins and plan corrections. Mr. McCandless seconded. The motion passed.**

Ms. Holm explained that the Preliminary Major Plan would be for the two proposed phases of expansion of the RV Park. The proposed expansion sites will include sewer, water and electricity for temporary use by RV's. Ms. Holm stated that according to Section 803.3, approval of a preliminary plan is an expression of approval of lot and road layout submitted on the preliminary plan as a guide to the preparation of the final plan. **A motion was made by Mr. Brenner to recommend approval of the Preliminary Plan of Phase 2 and 3 with minor plan corrections. Mr. Hogan seconded. The motion passed.**

OTHER BUSINESS

1. Zoning Ordinance Map Amendment – City of Sharon – Ms. Holm mentioned that we did not receive anything new regarding the zoning ordinance map amendment, which was tabled pending more information. Ms. Holm explained that no additional information has been provided nor is likely. **A motion was made by Mr. Brenner that we take this item off the table. Mr. Hogan seconded. There**

was question about taking it off or leaving the item tabled. Mr. Hughes made a motion to put it back on the table indefinitely.

ADJOURNMENT

There being no further business to conduct, the meeting adjourned at 8:40 p.m.

Respectfully submitted,

Lisa Holm,
Senior Planner

LH/ew