

MINUTES
CUMBERLAND GAP MUNICIPAL PLANNING COMMISSION
JUNE 3, 2024

Members Present

Joe Wolfenbarger, Chairman
Neal Pucciarelli, Mayor
Aaron Thomas
John Ravnum
Linda McGaffee

Members Absent

Craig Callen
Phyllis Hopson V. Chair

Others Present

Andrew Perez, Building Official
Tyler Adams
Kelly Kirk

ETDD Staff Representative: Harold Edwards

CALL TO ORDER AND APPROVAL OF MINUTES

Chairman Wolfenbarger called the meeting to order at 5:43 P.M. at City Hall. Minutes from the May 6, 2024 Planning Commission Meeting were approved unanimously on a motion by Mayor Pucciarelli and a second by Commissioner Thomas.

REPORT FROM BUILDING OFFICIAL/CODES ENFORCEMENT

Andrew Perez informed the planning commission that he had completed an inspection on short term rental unit at 250 Colwyn Ave. Owned by Brian Goins. He also stated that he had scheduled an inspection at 704 Brooklyn Street.

PUBLIC COMMENTS

There were no comments from the public.

OLD BUSINESS:

A. Review of Preliminary Site Plan for Proposed Residential Planned Unit Development on Roslyn Ave.

Tyler Adams and Kelly Kirk presented a preliminary site plan for eight 2 bedroom/ 2.5 bath duplexes on Roslyn Avenue. The proposed development is on one recorded parcel and must be considered as a planned unit development. Staff Planner Edwards explained that preliminary approval allowed the developers to proceed with development plans for consideration for final approval as a PUD by the planning commission. A motion to grant preliminary site plan approval was made by Commissioner Ravnum. The motion was seconded by Mayor Pucciarelli. On a roll call vote, all members voted aye.

B. Review of Proposed Planned Unit Development Guidelines

Staff planner presented the proposed PUD guidelines for the planning commission's review. It was decided that a workshop on the PUD guidelines would be held at 4:30 before the next scheduled planning commission on July 1. No action was taken.

C. Zoning Map Update

Staff Planner Edwards presented zoning and corporate boundary maps for the planning commission's review. Mr. Edwards explained that the maps are "working maps" with the intent of verifying the town's correct zoning districts and corporate boundaries. The planning commission will review the maps and make any changes needed. The update of the map to a digital format will allow for the zoning map to be posted on the town's website.

ADJOURNMENT

There being no further business the meeting was adjourned at 6:15 p.m. upon a motion by Commissioner Thomas and a second by Mayor Pucciarelli.

Secretary

Date