

Mount Jackson  
Planning Commission Meeting  
September 11, 2023  
- 1 -

Regular Meeting

Chairman Larry Ambrose called the meeting to order at 7:01 PM in the council chambers at 5901 Main Street. Commissioners Jim Hines and Anita Miller were in attendance. Commissioner Evelyn Burner arrived late. Commissioner Karen Costie was absent. Also present were Olivia Hilton, Assistant Town Manager; and Barbara Riggelman, Town Clerk. There were no visitors.

Agenda Additions/Deletions/Changes: None  
Introduction of Guests: None  
Introduction of Olivia Hilton, Assistant Town Manager  
Hear from Visitors: None

Approval of the Previous Meeting Minutes – Commissioner Miller MOVED, seconded by Commissioner Hines to APPROVE the Minutes of July 3, 2023 Regular Meeting.

VOTE:

AYE

NAY

ABSTAIN

ABSENT

Commissioner Burner  
Commissioner Costie

Commissioner Hines  
Commissioner Miller  
Commissioner Ambrose  
3 AYES, motion carried

Old Business: None

New Business:

**1. Orchard Drive/Old Hickory Heights Subdivision**

Ms. Hilton reported that Old Hickory Heights was an approved subdivision that was partially finished but still has 24 duplexes available in the plans. The owner was RC Holdings and had no movement for several years. The owner is looking to sell to a major contractor that would add this project to another project to be one combined project. Ms. Hilton reported that she has been working with Randy Lonas, Public Works Supervisor, and Karl Schaeffer with Pennoni Associates, who will be looking over the old plats on Thursday, September 14, 2023 to see if there is anything out of date at this point. The company would like to move forward, if everything is approved, and continue with the plans that were previously approved. The new/added project would be Orchard Drive, which will be 123 single family homes, located above the Old Hickory property on the Betty Barbatsuly property. Ms. Hilton stated that at this time, she just has a preliminary plat. Tonight's meeting was an initial concept/overview of the project; more details will be forthcoming for a larger look at this project. Ms. Hilton stated that she and Randy met with the engineer, Timmons Group, and the contractors to get an idea of what was being planned. The lot on Jackson Street that is owned by the Town could be a strategic piece as it could be utilized as an entrance to the property, especially if Old Hickory will be developed, and would tie the two projects together.

Chairman Ambrose asked for clarification on the location of the Orchard Drive property. Ms. Hilton answered that the railroad tracks will split the two project properties. Maps will be given later to be reviewed. Ms. Hilton stated that Randy Lonas mentioned that this could be a strategic move for the Town to have a 10" water and sewer main run from Rt. 11 with less going to the South Jackson pumping station. He has some other things to

Mount Jackson  
Planning Commission Meeting

September 11, 2023

- 2 -

talk with Mr. Schaeffer about; Mr. Schaeffer will be looking at all of the plans to give Staff feedback from his institutional knowledge and what would make sense for water and sewer. Ms. Hilton stated that at this time, she believes there is sewer to the property but not water, so plans will need to be made. Ms. Hilton stated that she had sketches of what the project owners hope to do; her plan was to get feedback from the Planning Commission to circle back with the contractor and engineering firm this week and get answers. Chairman Ambrose stated that the subject property is already annexed into Town, is for housing, and is zoned appropriately for that. Ms. Hilton stated that it is zoned residential. She believed Orchard Drive is zoned Residential R-3 with Old Hickory zoned R-2, but she would confirm this. Chairman Ambrose stated at this point, there should not be many questions from the Planning Commission, but would be as the project progressed. He asked if the road would need to go across the railroad tracks to connect the properties. Ms. Hilton answered that it would have to; there are some plans with other exits, but ultimately it would make sense to cross the railroad track, so this is their goal.

Chairman Ambrose asked if there would be a presentation at the October or November meeting with more information. Ms. Hilton answered that it is several months away; this is very beginning conversations. The only thing that might move quicker would be the already approved plan on Old Hickory that is already connected onto the street. Chairman Ambrose stated that this would not need to be brought before the Planning Commission as it was already approved. Ms. Hilton stated that she would still keep the Commission informed. As long as Mr. Schaeffer says everything is up to code, it should be good to go.

Mr. Hines asked if the original authorization for Old Hickory has lapsed in the years that have passed. Ms. Hilton answered that she believes it is still viable, but she will have an answer after Mr. Schaeffer looks at it. Ms. Hilton stated that ideally, the seller will close on the Old Hickory property this month, so construction may start in the spring with 24 duplexes. Mr. Hines inquired into the property acreage and if duplexes would be side by side like row houses, townhouses, or separate individual ones on a third of an acre. Ms. Hilton showed preliminary sketches for the subject properties to the Commission. GIS mapping of the area answered location questions.

## **2. Historical Guidelines in the Town of Mount Jackson**

Ms. Hilton stated that she wrote this agenda item in to ask if there any historical guidelines if someone wanted to renovate an historical building. There is a person wanting to improve a property in the downtown area. Chairman Ambrose answered that he thought there were guidelines but he wasn't sure who to talk to about them, as Kenna Fansler had to do certain things on his property and the Newman House was going to be renovated but had to have the original look to the property. Ms. Hilton stated that Neil Showalter informed her that there were no concrete guidelines, and the Berkley Group said they didn't have any guidelines. Chairman Ambrose stated that the County, possibly the Commissioner, might know. Ms. Hilton asked if the Town should go off of the County code and not the town ordinance. Chairman Ambrose stated that he didn't believe there was a town ordinance. Ms. Burner stated that she believed there was something in the Comprehensive Plan.

Board of Zoning Appeals Report: None

Town Council Items: Ms. Burner stated that Town has purchased property to expand the park.

Zoning Administrator Report: Ms. Hilton reported that for August, there were some building repairs and home additions. These included a small front yard fence; the Hottles garage/shop demolition was approved for a bigger building; garage; home addition; shed. The bigger ones to note would be AD Engineering Manufacturing for HVAC refrigerant pipes. This is the Wissler Road property that was recently rezoned from Agricultural to

Mount Jackson  
Planning Commission Meeting

September 11, 2023

- 3 -

Industrial. Their site plan has been approved; they hope to be in operation this Fall. Ms. Burner stated that there would be a separate business in the garage of the same property. Energix Renewables, the solar farm, has requested an SUP. Staff has been working on this with assistance from the Berkley Group. The Orchard Street Housing Development met on site on Friday. Bryce Boulevard was the property Commissioner Burner had mentioned in her Town Council Items; the Town purchased 1.9 acres to add to the town park. This sale has closed. This piece will abut Bryce Boulevard and face the potential housing development. Those are all of the zoning updates.

Ms. Hilton inquired about a 4-unit building on Main Street, currently housing The Zen Den, a realtor, and two residential apartments above. Previous tenants included Rod Shepherd's financial business. The new owners will be closing at the end of the month. Ms. Hilton stated that this was the subject of her historical guidelines question as this is the building that will be renovated. Ms. Hilton stated that she wanted to make sure she was advising the future owners correctly. Currently the building has 2 residential units upstairs and 2 commercial units downstairs. Ms. Hilton understands that commercial should be kept on the bottom level and residential on upper levels in the downtown area and asked for clarification on this. Mr. Hines stated that Mr. Holtzman's property on King Street was granted residential on the bottom level as it is on King Street; this property is on Main Street, so normally commercial should be on the bottom level. The commissioners present agreed with Mr. Hines' statement.

Ms. Hilton stated that she was looking into some documents and circa 2000, there was a plan drawn up, including a map, for a potential river walk/path that was never brought into fruition. Ms. Hilton asked if there was any interest in revisiting this plan. Chairman Ambrose stated that there is a surprising number of people that utilize the sidewalks in town. General consensus was in favor of this plan.

Board Member's Items: None

Commissioner Miller made a motion, seconded by Commissioner Burner, to adjourn the meeting at 7:35 PM.

Submitted by: Barbara M. Riggleman, Town Clerk