

**Town of Stephens City Planning Commission
Minutes
Tuesday, August 30, 2011 (7:30p.m.)**

The Town of Stephens City Planning Commission held a special meeting scheduled, on Tuesday, August 30, 2011 at 7:30 p.m.

Attendees:

Chairman, Linden "Butch" Fravel
Commissioner Lisa Bauserman
Commissioner Susan Boyd
Commissioner Bill Copp
Commissioner Bob Wells
Commissioner Jason Nauman

Absent:

Commissioner Aaron Whitacre

Staff Present:

Brian Henshaw, Town Planner

Also Present:

Gary Oates, Greywolfe Inc.

Call to Order:

With a quorum present Chairman Fravel called the meeting to order at 7:30pm.

Chairman Fravel entertained a motion for approval of the minutes from June 28, 2011. Commissioner Copp made a motion to approve the minutes. Commissioner Bauserman seconded the motion. The motion was approved.

Chairman Fravel entertained a motion for the adoption of the agenda. Commissioner Wells made a motion to adopt the agenda. Commissioner Boyd seconded the motion. The agenda was adopted.

Action Items:

A. Amended Proffer Statements for Davis Property and Russell Property:

Mr. Henshaw briefly discussed that action would need to be taken with regard to the proposed proffer amendments to the Davis Property and the Russell-Stephens City Property. Mr. Henshaw stated that Commission could only make a recommendation on what was presented to them at the June 7, 2011 joint meeting with the Council and Planning Commission meeting.

Commissioner Wells moved that the Planning Commission recommend to the Town Council that they DENY the proposed amended proffers made by 300N, LLC and BHL Investment, LLC as presented at the public hearing June 7, 2011 on the parcels known as the Davis and Russell properties. These amendments would violate the joint land use agreement we have with Frederick County, and would damage the regional and County's transportation plans and are not in the region's best interests.

Commissioner Nauman seconded the motion.

The motion passed.

Discussion Items:

B. Draft of Proposed R-4 Retirement Community District:

Mr. Henshaw briefly explained the process that lead to the draft of the proposed R-4 Retirement Community District. Mr. Henshaw asked that the Planning Commissioners read and review the draft ordinance and provide comments to him by Friday, September 16th. However, Mr. Henshaw stated that the sub-committee, consisting of Chairman Fravel, Commissioners Wells and Nauman, felt the draft was ready to go to public hearing.

Commissioner Wells stated his support for the draft and felt that the ordinance delivered on the intent of the proposed district. Commissioner Nauman echoed that sentiment and recommended that the Commission hold a public hearing on the proposed ordinance at next month's scheduled meeting. The Commissioners agreed.

Chairman Fravel, recognized Mr. Gary Oates of Greywolfe, Inc. who stated that he was content as to the direction the ordinance had taken and stated that he would review the ordinance prior to the 16th as well. Mr. Henshaw stated that he would entertain any suggestions or comments from Mr. Oates as well by September 16th.

Citizen Comment Period:

There was no citizen's comment.

Hearing no comments, Chairman Fravel entertained a motion to adjourn.

Commissioner Wells made a motion to adjourn. Commissioner Copp seconded the motion.

Chairman Fravel adjourned the meeting at 7:43 pm