

**Town of Triana  
Planning and Zoning Commission  
Monday, November 5, 2018  
6:00 P.M.**

Meeting was called to order by Mayor Caudle who also called the roll.

Roll Call:

Levoneia Ayers	Present
Mary Caudle	Present
Beechel Grays	Present
Wanda Lundy	Absent
Tiffany Miles	Present
Christina Rodriguez	Present
Roy Seay	Present
Casey Whitman	Present

Members present constituted a quorum.

President and Secretary Appointments

Mayor Caudle presented the Commission members with an information packet and thanked the committee for the willingness to serve and suggested the Commission start by electing a Commission President and Secretary. Due to other obligations the Mayor Caudle declined to serve as the Commission President. Mr. Whitman motioned to nominate himself as the Board President. Motion was seconded by Mr. Seay. Motion carried unanimously.

Mr. Whitman suggested the Commission also nominate a Vice Chairman. The suggestion was tabled and the Commission decided that the Secretary would serve as President if Mr. Whitman was unavailable.

Mr. Grays motioned that Ms. Ayers serve as Secretary. Mr. Seay seconded the motion. Motion carried unanimously. Mr. Whitman agreed to serve as Secretary for this meeting and would record minutes.

Introductions

Mayor Caudle discussed the structure of the Commission with the Mayor and one Councilmember appointed by the Council serving for the length of their elected terms and six other members appointed by the Mayor. The Mayor stated that her goal in appointments was to geographically represent the various areas of the Town. The Commission Members introduced themselves and their respective locations:

Mary Caudle	Zierdt Road
Casey Whitman	Fields Pond, Towne Lakes
Roy Seay	Landess/Collier Subdivision, Draper Drive
Beechel "Leon" Grays	6 <sup>th</sup> Street
Christina Rodriguez	Rivers Landing

Levoneia "Bonnie" Ayers  
Tiffany Miles

Record Street  
Savannah Grove

Mayor Caudle explained that the Town Council had passed a moratorium on Subdivision Growth within the Town and that three months remained on the moratorium. The Commission's immediate goal was to update the Zoning Map, Zoning Ordinance, and Subdivision Regulations. Mayor Caudle and Mr. Whitman explained that the Comprehensive Plan established by the Town in 2017 forms the basis of Zoning. The Zoning Map and Zoning Ordinance were the next steps the Commission needed to take followed by the Subdivision Regulations. Mayor Caudle explained the Zoning Map and Zoning Ordinance would be ultimately approved by the Town Council. The Mayor further explained that the Subdivision Regulations were approved by the Commission and the Commission would also be the body that approves Subdivision Applications from developers. Mr. Whitman explained that once the Zoning Map and Ordinance and Subdivision Regulations were in place the process for a developer would be request a rezoning of a piece of land from R-1 (Single Family) zoned farmland to R-3. The Commission would review a rezoning application and recommend to the Council to approve or deny. If the rezoning was approved by the Council the Commission would then work with the developer to approve their application for the subdivision in accordance with the Subdivision Regulations the Commission will ultimately update.

#### Board of Adjustments

Mayor Caudle explained the purpose of the Board of Adjustments to serve as a board of appeal to parties who disagreed with the Planning and Zoning Commission's decisions and further stated that the Council and then Court System were the next steps for a person that disagreed with the board. She reviewed the Board of Adjustments Membership.

#### Meeting Schedules:

The Commission agreed to regularly meet on the 1<sup>st</sup> Monday of each month at 6PM and would additionally meet on the 3<sup>rd</sup> Monday of each month at 6PM starting in December for the next three months.

#### 1968 Zoning Ordinance and Zoning Map

Mr. Whitman discussed the changes that he recommended to the 1968 Zoning Ordinance to include striking obsolete language and added a new Zoning Category to be called R-3 Residential Medium Family. The intent is that the R-3 Zoning would be used to designate land for subdivisions. Mr. Whitman and Mayor Caudle existing use of land and that a change in zoning to a property would take effect if the owner were to sell or significantly improve the land.

Mr. Whitman discussed his recommendation that the R-3 zoning be structured such that no lots could be smaller than 5,000 square feet and no more than 5% of lots could be between 5,000-7,000 square feet. This was based on his review of current subdivisions in the Town. Mr. Seay asked what the rationale was for restricting lot size. Mr. Whitman explained that the rationale had to do with population density and impact on schools and public resources. Mr. Whitman and Mayor Caudle discussed the restrictions in other Municipalities and in the County and how they compared with the recommendation.

Mr. Whitman also discussed his recommendation that the commission recommend the Council rescind the 2008 Mobile Home Ordinance since it was more restrictive in lot size than the Town has allowed in current subdivisions. Specifically, the 2008 Ordinance restricts to four Mobile Homes per Acre or 10,890 square feet per Mobile Home. The 1968 Ordinance set a minimum size of 5,000 square feet. He stated that if the Council's intent in 2008 was to restrict where and how Mobile Home Parks could form the R-2 zoning will perform that function.

The members took an action to review the proposed draft ordinance and draft map and be prepared to discuss at the December 3, 2018 meeting.

Public Comments:

None.

Adjournment

The Commission having no further business, Mr. Whitman motioned to adjourn.

Date approved: *December 3, 2018*

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Casey S. Whitman, President

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Levoneia Ayers, Secretary