

HIGHLAND PLAN COMMISSION
Study Session Minutes
February 1, 2023

Study Session began at 6:30 P.M.

In attendance were: Commissioner's, Balczo, Briseno, Kisse, Martini, Turich, Wright and Zemen. Also in attendance was Ken Mika, Building Commissioner/Zoning Administrator, and P.C Engineer Derek Snyder. P. C. Attorney John Reed was not present.

Those in attendance met with Bruce Young of Price Point Builders along with the family that he is proposing to build a Single-Family home on an empty lot located at 8327 Grace St. He said they were advised the lot needs to be placed in a legal subdivision. Mr. Mika stated that they submitted a permit application a few weeks ago and while doing the project review, it was observed this was not subdivided in conflict with what they were claiming on the permit application. Mr. Mika explained the process to them and also indicated they may also need to seek some variance(s). It was also explained they really need to get with their engineer/surveyor, who will better understand the process of putting together the proper plat/mylar for the Subdivision. Mr. Mika highly recommended they review the prepared Plan Review which will question what variance(s) may be necessary. They were advised they still need to file their petition with Plan Commission in order to continue.

Those in attendance met with Attorney David Westland and Joseph Vavrina, Senior Project Manager with HR Green. Mr. Westland went over the history of the site and that the new veterinary clinic wants to own their site, which is why they want to subdivide from the rest of the property (Ultra), which is owned by DLC. Various questions were asked of Attorney Westland.

Mr. Mika commented that, as had been discussed in a previous meeting, the one thing the Town would request as part of the Subdivision approval would be that the petitioner prepare a legally binding recordable document that would state that the referenced property will be held to be included with any development improvements in the future with the Ultra site, including, but not limited to, stormwater management, and would include the transfer of ownership on either of the properties in question. It was also suggested that they confirm cross access agreements would be in place since in theory the lot would become land locked. Mr. Vavrina said it may be necessary for them to seek a variance for front yard setback.

Both were advised of their next steps.

Study Session ended at 6:50 p.m.

Ken Mika

Building Commissioner / Zoning Administrator