

**MINUTES**  
**GOSHEN PLANNING COMMISSION**  
**August 7, 2018**

**1. CALL TO ORDER:** Loren Shackelford called the Goshen Planning Commission meeting to order on August 7, 2018 at 5:30 p.m. at Goshen City Hall.

**2. ROLL CALL AND DECLARATION OF QUORUM:** James Gardner, Mike Hill, Levon Ogden, Loren Shackelford and Lisa Skiles were present, and a quorum was declared. Tom Hennelly was absent. Charles Harwell, City Attorney, and Sharon Baggett, Recorder/Treasurer, were also present. Loren Shackelford introduced James Gardner and Mike Hill as newly appointed members and welcomed them to the Planning Commission.

**3. APPROVAL OF AGENDA:** A motion was made by Levon Ogden, with a second by Lisa Skiles, to approve the agenda as presented. All voted in favor and the motion carried.

**4. APPROVAL OF MINUTES OF MAY 1, 2018 MEETING:** Levon Ogden made a motion, with a second by Lisa Skiles, to approve the minutes as transcribed of the May 1, 2018 meeting. All voted in favor and the motion carried.

**5. PLANNING COMMISSION BUSINESS:**

**A. RESIGNATION OF CHUCK BROWNING & DESIGNATION OF VICE-CHAIRMAN:** Loren Shackelford announced that Chuck Browning had resigned from the Planning Commission, and since he currently served as Vice-Chairman, designation of another member should be made to fill that position. After some discussion, a motion was made by Loren Shackelford, with a second by Levon Ogden, to designate Lisa Skiles to fill the position of Vice-Chairman. All voted in favor and the motion carried.

**B. REQUEST FOR INPUT REGARDING DEVELOPMENT OF PROPERTY FORMERLY KNOWN AS BROOKSTONE WOODS SUBDIVISION:** Buckley Blew, with Blew & Associates, presented a replat of property that had previously been developed into Brookstone Woods Subdivision. He stated that this was not a formal request, but he was seeking input from the Planning Commission. He reported that all of the property, which consisted of 46 lots, had been purchased by the same individual and that no homes had been built on the lots. Buckley Blew also said that the step system for the subdivision had not been installed. He pointed out that the current owner of the property was seeking to replat the property to decrease the 46 lots into 16 larger parcels. There was discussion regarding the existing streets and any utilities in place, fire protection and whether any action would be required since it was originally approved as a conservation subdivision. Charles Harwell confirmed that the approved final plat of Brookstone Woods had been filed, but that the conservation easement was never filed. If there were no obstacles in regards to the conservation easement, Planning Commissioners spoke in favor of this replat since it would result in less lots and create larger parcels. They also recommended that the issue of fire protection be addressed, and Buckley Blew agreed to research this further.

**C. PUBLIC HEARING REGARDING PROPOSED CHANGES TO THE ZONING REGULATIONS (STANDARDS FOR COMMERCIAL DESIGN, SIGNAGE, LANDSCAPING, LIGHTING AND PARKING):** It was explained that the Planning Task Force had met several times to develop recommendations regarding revisions to the Zoning Regulations. It was pointed out that these recommendations had been submitted to Charles

Harwell, who had drafted ordinances to create commercial design standards and regulate signage, landscaping, lighting and parking. Copies of the ordinances were distributed to the Planning Commission and the public, and it was also noted that this hearing and copies of the ordinances had been posted on the City's web site. Albert Skiles, a member of the Task Force, gave an informative slide presentation regarding the current landscape of Goshen and the importance of planning and implementing standards for future development. Ken Smith and Liz Gunsaulis, also members of the Task Force, gave an overview of some of the recommendations made by the Task Force in regards to lighting, landscaping, parking and signage. The public was then given an opportunity to give input and ask questions. Planning Commissioners expressed their appreciation to the Task Force for their work and lending their expertise to create these recommendations.

**D. DISCUSSION & RECOMMENDATIONS CONCERNING PROPOSED CHANGES TO THE ZONING REGULATIONS:**

After input from the public, the Planning Commission discussed some of the recommendations of the Task Force. It was agreed that this was a considerable amount of information to review and discuss in one meeting, and the consensus was to postpone further discussion of the proposed changes to the Zoning Regulations until the next meeting. Loren Shackelford asked that the required notice for an official public hearing be published to solicit additional input from the residents in Goshen, and he also suggested that the Commissioners take the opportunity to review the ordinances and be prepared to discuss them at the next meeting. Charles Harwell explained that notice of the public hearing at tonight's meeting was published 13 days before the meeting, which did not meet the requirement for a formal public hearing; however, it did provide notice to give individuals an opportunity who were made aware to attend and give input. He stated that the required 15-day notice could be given and a formal public hearing held at the next Planning Commission meeting, and if it was the desire of the Planning Commission, they could then make a recommendation to the City Council. Charles Harwell then explained the two paths by which the Zoning Regulations could be adopted or revised, and he also reminded them that communication between Planning Commission members outside of a public meeting was prohibited under FOIA.

**6. UPDATE ON REVISIONS TO RIVERSIDE ESTATES:** A revised preliminary plat of Riverside Estates was presented and reviewed. Charles Harwell stated that at the last Council meeting, the developer had been asked to add a buffer along Blue Springs Road, and in order to allow this modification, the Council had asked him to prepare an ordinance to revise Ordinance 21. The developer, Darin Riggins, explained and answered questions regarding the modifications, and in particular, the type of fence, the lots which would be less than 2 acres, the proposed landscaping, the lots and green space which would belong to the POA and Phase I and Phase II of the development. The Commissioners commented that they were in favor of this buffer being created along Blue Springs Road.

**7. REVIEW OF BUILDING OFFICIAL'S REPORT:** Written Building Official's reports were reviewed.

**8. ADMINISTRATIVELY APPROVED PROPERTY SPLITS / LOT LINE ADJUSTMENTS:** Loren Shackelford reported that the following property splits and property line adjustments had been administratively approved:

A. Shirley Salsbury – 296 Wyman Road – Parcel #770-17480-000 & #770-17767-000 – Property Line Adjustment & Property Split – Approved May 8, 2018

B. Saddlebock Brewing – 18207 & 18213 Habberton Rd – Parcel #001-15309-001 - Property Split Approved June 1, 2018

C. Xu Xiangjian & Lang Yi – 16358 Hicks – Parcel #001-14332-002 & #001-14338-001 – Property Split Approved June 18, 2018

D. Ron McCraw – Bowen Blvd – Parcel #770-17393-005 – Property Line Adjustment Approved July 12, 2018

**9. DEVIATIONS APPROVED BY THE CITY COUNCIL:** Loren Shackelford reported that the following deviations had been approved by the City Council:

A. David Mashie & Mary Loftus Trust – 475 Hale Road – Parcel #770-17567-000 - Property Split Approved May 8, 2018

B. Richard & Jordan Parker – Oxford Bend Rd – Parcel #770-17622-003 & #770-17623-002 – Property Split Approved May 8, 2018

**10. COMMENTS BY PLANNING COMMISSIONERS OR CITY ATTORNEY:** There were no additional comments.

**11. PUBLIC INPUT:** There was no additional public input.

**12. ADJOURNMENT:** There being no further business, a motion was made by Levon Ogden, with a second by James Gardner, to adjourn the meeting. All voted in favor and the meeting adjourned at 7:15 p.m.

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Levon Ogden, Secretary