



STAFF REPORT

PLANNING & ZONING COMMISSION

Village Green Municipal Building, Council Chambers
47 Hall Street
Wednesday, May 12, 2021
7:00 P.M.

1. SUBDIVISION WITHOUT PLAT

Applicant: Terry Andrews
Location: 660 Woods Hollow Lane
Zoning: PR – Planned Residence District
Request: Review and approval of a Subdivision without a Plat for the Deer Run lots 970, 971, and 972 to add a small portion of a driveway from lot 970 to lot 971.

Aerial Site Image: <https://goo.gl/maps/MbaQrH4d3y2k1rnr9>

Project Background

The Johns family owns three lots in the Deer Run subdivision (Lots 970, 971, and 972). The family home sit on Lot 971, and the remaining two lots are vacant. A portion of the driveway, which serves as access to the home, was built over the western property line on Lot 970. The family is now looking to downsize and wants to adjust the property line to include the entire driveway on Lot 971 before selling off the individual lots.

Proposal Overview

The applicant is proposing to split off a 0.083-acre portion from the southwest corner of Lot 970, which contains a portion of a driveway that serves Lot 971, and merge the 0.083 acres with Lot 971.

Ordinance Review

In accordance with the requirements of Codified Ordinance 1105.04 – Approval of Subdivision Without Plat:

“A proposed division of a parcel of land along an existing public street, not involving the opening, widening or extension of any street or road, and involving no more than three lots after the original tract has been completely subdivided, may be submitted to the Planning and Zoning Commission for approval without plat. If the Commission acting through its property designated representative is satisfied that such proposed division is not contrary to applicable platting, subdividing or zoning regulations, it shall within seven working days after submission approve such proposed division and, on presentation of a conveyance of said parcel, shall stamp the same “Approved by Planning and Zoning Commission; No Subdivision Plat Required” and have it signed by its Clerk, or designated representative. The request for approval of subdivision without plat shall include a deed map showing the boundaries of tract being subdivided, and the zoning classification of the tract. At such time as the subdivided tract is developed, submissions shall be made as described in Section 1105.09(b).”

Staff Recommendation

Staff recommends approval of the Subdivision Without Plat.