



## STAFF REPORT

### PLANNING & ZONING COMMISSION

Village Green Municipal Building, Council Chambers

47 Hall Street

Wednesday, August 11, 2021

7:00 P.M.

#### PLAT REVIEW (Case 2021-30\_FP & Case 2021-31\_FP)

Applicant: EMH&T – Scott Mincks  
 Location: Steitz Road near Hunters Bend  
 Existing Zoning: PR – Planned Residence District  
 Request: Review and recommendation of approval to City Council of a Final Plat for Carpenter’s Mill Section 4, Phases A and B.

Aerial Site Image: <https://goo.gl/maps/1Y7YpfmyDQjFTfoc9>

#### Project Background

This project has been approved through the development plan process as stipulated in the Code. The Planning and Zoning Commission reviewed Carpenter’s Mill as a Final Development Plan, and recommended approval to City Council on March 8, 2017. City Council adopted the final development plan on April 18, 2017 with Ordinance 2017-13. The plat is the mechanism utilized to file with the recorder’s office and records lots, rights-of-ways, and dedicated space for open space and easements.

#### Approved Development Plan

The proposed subdivision plat lot and block layout and open spaces are consistent with the approved development plan for Carpenter’s Mill.

#### Plat Details

##### Section 4, Phase A

This phase consists of ±14.938 acres and dedicates to public use all of Scotts Way, Smiths Circle, and Timothy Trail. The plat includes 22 single-family residential lots, with setback requirements of 25 feet for the front yard, 25 feet for the rear yard, and 8 feet per side yard. Five lots (±4.430 acres in total) are designated to be owned and maintained by a homeowners association for open space and stormwater facilities, and the two pedestrian paths on the open space lots will be maintained by the City.

##### Section 4, Phase B

This phase consists of ±10.491 acres and dedicates to public use all of Smiths Circle and Timothy Trail. The plat includes 15 single-family residential lots, with setback requirements of 25 feet for the front yard, 25 feet for the rear yard, and 8 feet per side yard. One lot of ±3.522 acres is designated to be owned and maintained by a homeowners association for open space and stormwater facilities. The pedestrian path on this lot will be maintained by the City.

#### Ordinance Review

Section [1107.08](#) of the Powell Codified Ordinances requires a plat to be submitted and approved, and then recorded, prior to the sale of any lots and the dedication of streets for public use. In addition, Section [1109.10](#) includes all stipulations to be included within a plat submission, which are met with this proposal.

#### Staff Comments

The subdivision plat is the document that establishes the dedication of public and private streets and rights-of-way, as well as private lots for sale and development of single-family homes and/or open spaces. Prior to plat acceptance by the City and the County no lots can be sold or built upon.

The proposed plats have not been assigned lot numbers yet by Delaware County, which will need to be addressed prior to Council’s review. While not directly related to the plat, Staff is requesting the applicant to

continue to collaborate to fulfill the final development plan requirements of installing the leisure path toward Golf Village in the northeast portion on the site.

### Staff Recommendation

Staff recommends the Planning and Zoning Commission recommend approval of the final plat for Carpenter's Mill, Section 4, Phase A to City Council with the following conditions:

1. That the City Engineer have final approval over additional or amended notes, easements, rights-of-way, lot numbers, addresses, street names, and any other technical adjustments the City Engineer determines is protective to the City and its residents; included but not limited to notes and technical adjustments on the plat document; and
2. That lot numbers be assigned and labeled on the plat prior to City Council's review.
3. That the applicant pay all required development and recreation fees prior to City Council's review.
4. That the applicant extend the 8' wide leisure path toward the open space (Lot 3209) in Golf Village, and further coordinate with the Golf Village Home Owners Association and Staff to install the path in accordance with the approved final development plan.

Staff recommends the Planning and Zoning Commission recommend approval of the final plat for Carpenter's Mill, Section 4, Phase B to City Council with the following conditions:

1. That the City Engineer have final approval over additional or amended notes, easements, rights-of-way, lot numbers, addresses, street names, and any other technical adjustments the City Engineer determines is protective to the City and its residents; included but not limited to notes and technical adjustments on the plat document; and
2. That lot numbers be assigned and labeled on the plat prior to City Council's review.
3. That the applicant pay all required development and recreation fees prior to City Council's review.