

SUBJECT TO APPROVAL

**MADISON PLANNING AND ZONING COMMISSION  
REGULAR MEETING MINUTES  
June 16, 2016**

The regular meeting of the Madison Planning and Zoning Commission was conducted Thursday, June 16, 2016, at 7 p.m., in Meeting Room A at Madison Town Campus.

**MEMBERS PRESENT**

Chairman Ronald Clark, Vice Chairman Francine Larson, Secretary Christopher Traugh, James Matteson, John K. Mathers, and Thomas Burland.

**MEMBERS ABSENT**

Joel Miller, Amanda Kaplan and Joseph Bunovsky, Jr.

**ALTERNATES PRESENT**

Brian Richardson

**OTHERS PRESENT**

Director of Planning and Economic Development David Anderson; members of the public; MCTV taped the meeting.

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The regular meeting of the Madison Planning and Zoning Commission was called to order at approximately 7:03 p.m. by Chairman Ronald Clark.

**07-10D. 1 Bishop Lane.** Map 50, Lot 17. R-2 Zoning District with Site Specific Special Exception Section 4.1.9. Owner/Applicant: Shoreline Warehousing, LLC. Request for a 5-year extension of the permit to construct a 15,000 square foot addition to the warehouse and offices. If approved, permit would expire July 19, 2021. This is the final extension that may be granted.

Director of Planning and Economic Development David Anderson stated that the existing building is just over 7,000 square feet, the property is currently on the market, and the applicant would like to extend the permit one final time to construct a 15,000 square foot addition to the warehouse and offices. He recommended the board approve the five-year extension.

**Commission Secretary Christopher Traugh made the motion to approve the extension; it was seconded by Commissioner James Matteson and unanimously approved.**

Vote to approve the extension passed, 7-0-0.

IN FAVOR: Chairman Clark, Vice Chairman Francine Larson, Secretary Traugh, and Commissioners James Matteson, John K. Mathers, Thomas Burland, and Brian Richardson.

OPPOSED: None.

ABSTAINED: None.

**Approval of Minutes:** Regular meeting, May 19, 2016  
Planning meeting, June 2, 2016

**Commissioner Burland made the motion to approve the May 19, 2016 minutes, as submitted; it was seconded by Chairman Clark and approved.**

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Vote to approve the May 19, 2016 minutes, passed, 6-0-1.

IN FAVOR: Chairman Clark, Secretary Traugh, and Commissioners Matteson, Burland, Mathers, and Richardson.

OPPOSED: None.

ABSTAINED: Vice Chairman Larson.

**Commissioner Burland made the motion to approve the June 2, 2016 minutes, as submitted; it was seconded by Vice Chairman Larson and unanimously approved.**

Vote to approve the June 2, 2016 minutes passed, 7-0-0.

IN FAVOR: Chairman Clark, Vice Chairman Larson, Secretary Traugh, and Commissioners Matteson, Mathers, Burland, and Richardson.

OPPOSED: None.

ABSTAINED: None.

**Remarks:**     **ACCA Liaison Report** ~ None.

**Commission Chair** ~ Chairman Clark stated that it has been impressive to see the progress made on the downtown center project, and a ribbon cutting ceremony is planned. Mr. Anderson stated that the ribbon cutting ceremony will be at the post office, downtown, June 30, 2016, at 3:30 p.m.

**Town Planner** ~ Mr. Anderson reported the town received \$400,000 of a \$2 million grant that it applied for; the \$400,000 will be used for two projects: the repair and improvement of the Tuxis walkway and enhancing the pedestrian connectivity along Bradley Road. A scope of the project still needs to be figured out.

## **PUBLIC HEARING ITEMS**

**16-12. 8 Campus Drive.** Map 68, Lot 49. RU-2 Zoning District. Owner/Applicant: Town of Madison. Special Exception Permit Modification to seek approval to construct improvements to the Town Campus baseball field.

Town Engineer Michael Ott presented the plans to improve the Town Campus baseball field. Plans are to shift the baseball field 20 feet towards Duck Hole Road, to achieve adequate safety distances on the field, according to Mr. Ott. There will be a full perimeter fence, six feet high, black, with PVC coating; a new backstop, either chain link or netted; bleachers behind the backstop; new dugouts, pre-cast concrete; permanent foul poles, yellow, not white; a batting tunnel outside the right field fence and a bull pen, as well as a warming track. Fencing and bleachers currently do not exist on the field. There will be a small amount of tree clearing behind the backstop. A scoreboard is also proposed, and evergreens will be planted, so the house across the street won't be looking at the back of the backstop; the back could be painted black, to cover up the shiny aluminum, according to Mr. Ott. The intention is to make the complex a full baseball field, however that will not preclude Park and Recreation from using it for day camps in the summer, according to Director of Recreation Scott Erskine.

The baseball field is set up to meet high school standards, Mr. Ott stated; 375 feet is the center field distance, where 350 feet is the standard, and there is 325 feet at the foul lines.

**Secretary Traugh made the motion to close the public hearing, in light of the fact that members of the public were not present; it was seconded by Commissioner Matteson and**

**unanimously approved.**

Vote to close the public hearing passed, 7-0-0.

IN FAVOR: Chairman Clark, Vice Chairman Larson, Secretary Traugh, and Commissioners Matteson, Mathers, Burland, and Richardson.

OPPOSED: None.

ABSTAINED: None.

**Commissioner Matteson made the motion to approve the Special Exception Permit Modification to make improvements to the baseball field, as presented; it was seconded by Commissioner Mathers and unanimously approved.**

Vote to approve the Special Exception Permit Modification for the baseball field passed, 7-0-0.

IN FAVOR: Chairman Clark, Vice Chairman Larson, Secretary Traugh, and Commissioners Matteson, Mathers, Burland, and Richardson.

OPPOSED: None.

ABSTAINED: None.

### **Adjournment**

**Vice Chairman Larson made the motion to adjourn at 7:40 p.m.; it was seconded by Commissioner Matteson and unanimously approved.**

Vote to adjourn passed, 7-0-0.

IN FAVOR: Chairman Clark, Vice Chairman Larson, Secretary Traugh, and Commissioners Matteson, Mathers, Burland, and Richardson.

OPPOSED: None.

ABSTAINED: None.

Respectfully submitted,  
Marlene H. Kennedy, clerk