

MINUTES  
CUMBERLAND GAP MUNICIPAL PLANNING COMMISSION  
December 4, 2023

Members Present

Joe Wolfenbarger, Chairman  
Phyllis Hopson V. Chair  
Neal Puccairelli, Mayor  
John Ravnum  
Craig Callen  
Aaron Thomas

Members Absent

Linda McGaffee

Others Present

ETDD Staff Representative: Harold Edwards

CALL TO ORDER AND APPROVAL OF MINUTES

Chairman Wolfenbarger called the meeting to order at 5:35 P.M. at City Hall. Minutes from the November 6, 2023 Planning Commission Meeting were approved unanimously on a motion by Mr. Callen and a second by Mayor Puccairelli.

REPORT FROM BUILDING OFFICIAL/CODES ENFORCEMENT

Mayor Puccairelli informed the planning commission that he had received several applications for the vacant Building Inspector position, however, none appeared to be qualified.

PUBLIC COMMENTS:

There were no comments for the public.

NEW BUSINESS:

**A. Subdivision Regulations.**

Staff Planner Edwards reported that two modifications to the proposed subdivision regulations were identified during the workshop held on November 28. The first recommended change of Article III, Section J. Cluster Subdivisions was to increase the minimum lot size for Cluster Residential Developments from 10 times that of the minimum lot size underlying zone to 50 times the minimum lot size in the underlying zone. Staff Planner Edwards stated that this change would increase the minimum lot size from about 1.25 acres to about 5.75 acres for a planned unit development. A motion was made by Mr. Ravnum to change the minimum lot size for cluster developments from 10 times that of the underlying zone to 50 times that of the underlying zone. On a roll call vote, all members voted aye.

The second proposed change related to Article II, Section H. Group Housing. Staff Planner Edwards stated that Group Housing did not involve the subdivision of real property and therefore, should be removed from the subdivision regulations. A motion to remove the Group Housing section from the subdivision regulations was made by Mr. Callen and seconded by Mr. Thomas. On a roll call vote, all members voted aye.

OTHER BUSINESS

Staff Planner Edwards reminded the planning commission that they would be receiving the Statement of Interest from the Secretary of State's office and that it needed to be completed and submitted by the end of January, 2024.

Mayor Puccairelli noted that the next planning commission meeting will be held on Tuesday, January 2, 2024.

ADJOURNMENT

There being no further business the meeting was adjourned at 5:58 p.m.

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Secretary

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Date