

Planning & Zoning Minutes
March 4, 2026
6:30pm

Chairmen Scott Thornton called the meeting to order at 6:30pm and in attendance were the following:

Planning and Zoning Commissioners: Chairman Scott Thornton, Kathy Thornton and Randal Beers

Staff: Town Manager, Amy Thomas and Town Clerk, Tracey Thompson.

Citizens: Michael Shen, Kevin Minnich (Minnich Engineering) and Dan String (KCI Engineering).

FINAL SITE PLAN REVIEW

MM Tinting – Commercial Building for a Tinting Business

422 S Erin Avenue (Tax Map #SM-8-07-129.17-01-03.00/000)

Each Commissioner reviewed the paperwork for the request. The request is for Final Site Plan Approval for a Commercial Tinting Business.

Commissioner Thornton stated the Data Column states 11 parking spaces and the Site Plan states 12 because of the loading dock. Site Plan needs to be corrected to 11. The 7ft fence can only go to the setback line and thereafter must be 4ft if they choose to continue a fence after the setback line.

Kevin Minnich stated that he can make those changes on the plans before the council meeting on Monday, March 9.

RECOMMENDATION: The Planning Commission recommends the Council approve the Final Site Plan for the Commercial Tinting Business located at 422 S Erin Avenue. The request fell within the guidelines of the Planning and Zoning Ordinance and with KCI's comment letter.

The meeting was adjourned at 6:37pm. These minutes were prepared by Amy Thomas.

Amy Thomas, Town Manager Date