

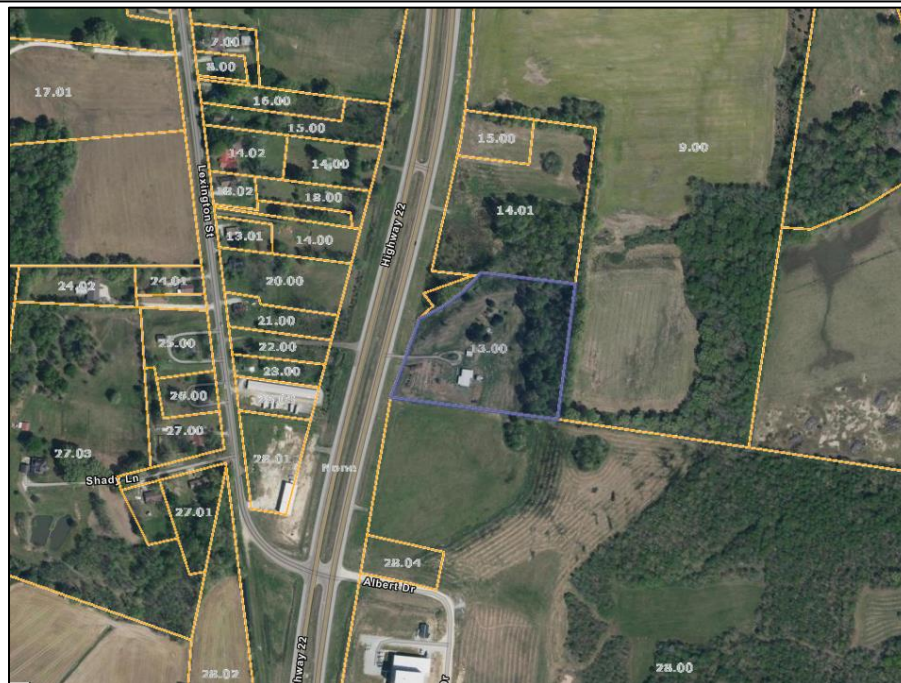
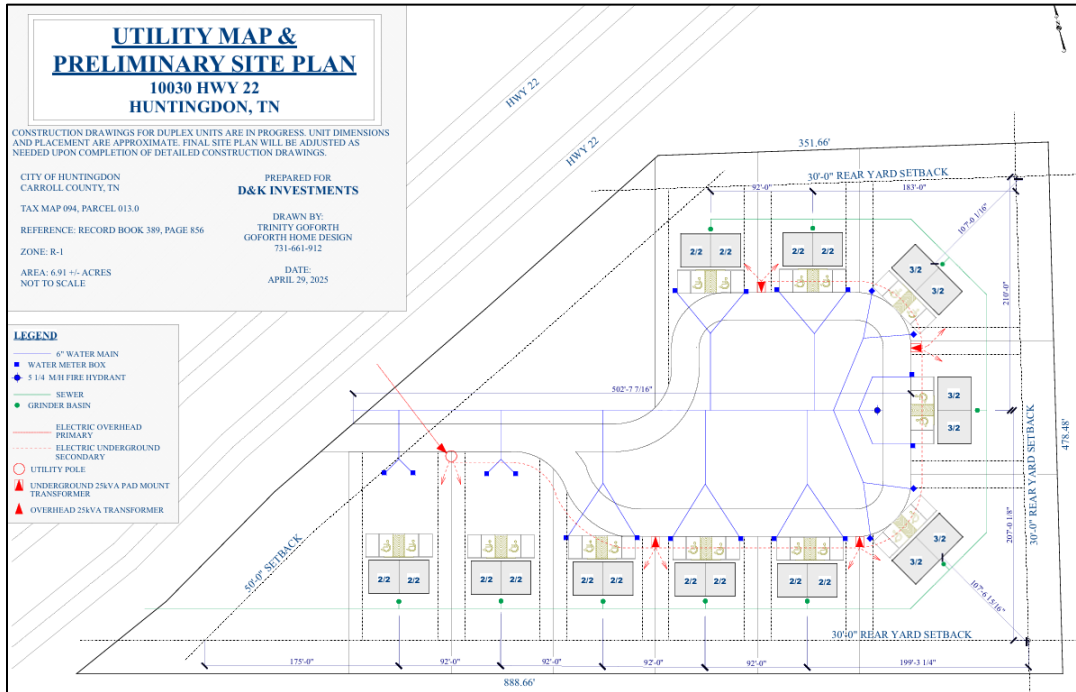
**AGENDA FOR THE  
HUNTINGDON MUNICIPAL/REGIONAL  
PLANNING COMMISSION MEETING  
MONDAY, MAY 12, 2025  
11:30 AM  
HUNTINGDON TOWN HALL**

- I. DETERMINATION OF QUORUM AND CALL TO ORDER**
- II. REVIEW AND APPROVAL OF MINUTES**
- III. CITIZENS COMMENTS**
- IV. NEW BUSINESS**
  - A. Site Plan – D & K Investments**
- V. OLD BUSINESS**
- VI. OTHER BUSINESS**
- VII. ADJOURNMENT**

# MEMORANDUM

TO: Huntingdon Municipal / Regional Planning Commission  
 FROM: Donny Bunton, Community Planner, NWTDD  
 DATE: May 5, 2025  
 SUBJECT: STAFF REPORT ON AGENDA ITEMS

- I. DETERMINATION OF A QUORUM AND CALL TO ORDER
- II. REVIEW AND APPROVAL OF MINUTES
- III. CITIZENS COMMENTS
- IV. NEW BUSINESS
  - A. Site Plan – D & K Investments



**Background.** A site plan has been submitted by D & K Investments which proposes construction of ten duplexes on their property located at 10030 Highway 22. The property is 6.1 acres in size and it is zoned R-1 (Low Density Residential). The property appears to have adequate access to water and sewer services and it is not located in a designated flood hazard area.

**Analysis.** The staff planner has the following concerns:

- It is stated on the site plan that the plan is “Not to Scale.” The site plan should be a scaled drawing with, the scale indicated on the document.
- The sizes of the proposed duplexes should be shown.
- The site plan certificates are not included.
- Zoning designations of the abutting properties are supposed to be shown.
- Topography is supposed to be shown (but is probably not necessary and can potentially be waived for this proposal).
- A vicinity map is needed.
- The dimensions of the proposed parking spaces should be shown.
- Proposed lots, or sites, for each duplex are shown on the site plan, but the dimensions for each lot, or site, have not been shown. These need to be shown to help ensure the applicable minimum lot requirements will be met.
- The construction of ten duplexes on this property would be allowed because of a General Provision which states that more than one principal structure on a property is allowed, but each structure must meet the minimum lot requirements, as if it were on its own lot. However, it does not appear that the minimum lot size (18,000 SF) would be met for each of the proposed duplex lots, or sites.
- A cross section of the proposed internal drive should be shown on the site plan. This way the Planning Commission can review the specifications and dimensions of the proposed drive. If there is a possibility that the drive could be dedicated as a public street in the future, then the drive should be built to meet minimum city street standards.

It should be noted that the developer has communicated that a revised site plan will be submitted in the near future which would address many of the stated concerns.

**Recommendation.** The staff planner recommends that the above noted concerns be addressed prior to approval.

- V. OLD BUSINESS
- VI. OTHER BUSINESS
- VII. ADJOURNMENT