

**UPPER BURRELL PLANNING COMMISSION  
MEETING MINUTES  
DECEMBER 19, 2023**

The December meeting of the Upper Burrell Planning Commission was held on December 19, 2023 at 7:00 p.m. In attendance were Commission members Tom O'Brien, George Richard, Dennis Matto, Chester Lockwood and Rick Ryan.

**APPROVAL OF MINUTES**

After reviewing the October 2023 meeting minutes, George Richard moved to approve the minutes as written, seconded by Dennis Matto and all were in favor.

**Kaforey Holdings/Xodus Medical Lot Consolidation**

No one from the plan submitters attended. The plan consolidates two adjacent parcels to accommodate an addition to the Leeds parcel. After Bankson Engineers review comments, the engineer revised the drawing to indicate "Lot line to be removed". After a discussion, Chester Lockwood moved to approve the plan, seconded by George Richard and all were in favor.

**Kaforey Holdings/Xodus Medical Preliminary/Final Land Development Plan at 702 Prominence Drive**

No one from the plan submitters attended. The plan involves the necessary site grading and paving for a building addition to the Leeds parcel. The plans were reviewed by Bankson Engineers and comments were outlined in the December 6, 2023, letter. Bankson indicated that items including lot consolidation plan, E & S Control Plan, and Stormwater Management Plan should be approved prior to issuing an approval of this site plan. After a discussion, Dennis Matto recommend plan approval contingent on the above mentioned plan approvals, seconded by Rick Ryan and all were in favor.

**ADJOURNMENT**

There being no further business, Rick Ryan moved to adjourn the meeting at 7:15 p.m., seconded by Dennis Matto and all were in favor.

Respectfully submitted,



Thomas O'Brien, Chairman