



Planning Commission

Regular Session

August 1, 2006

7:30 P.M.

At approximately 7:30 p.m. in the Town Council Chambers, Chairman Bonadeo called to order the Regular Session of the Planning Commission. In addition to Chairman Bonadeo, present were Joan Natali, Cela Burge, Eileen Cobb, Bruce Evans, and Karen Davis. Ken Kuttler arrived after the gavel sounded. Also present were Town Planner Jason Pruitt, Town Clerk Joy Pelletier and the summer Planning Department intern, Jesse Warren. There was one member of the Public present.

Chairman Bonadeo called for a moment of silence and all recited the Pledge of Allegiance.

Public Comments

There were no Public Comments.

Motion made by Cela Burge, seconded by Joan Natali and unanimously approved to move item 7, A and 6, E to be the first items covered.

Karen Davis asked if Jason Pruitt had researched whether a Conditional Use Permit follows the property or follows the owner of the property. His reply was that the CUP usually follows the property. It was pointed out; however, that in the case of Bed and Breakfasts, the CUP would not follow the property. It was suggested this be clarified in the Zoning Ordinance in some manner.

Motion made by Karen Davis seconded by Joan Natali and unanimously approved to accept the minutes of July 6, 2006 as amended.

Motion made by Karen Davis, seconded by Eileen Cobb and unanimously approved to accept the minutes of July 11, 2006 as presented.

Motion made by Bruce Evans, seconded by Eileen Cobb and unanimously approved to accept the minutes of July 12, 2006 as amended.

Report Presentations

A. *Town Council*- See attached

As a result of Mr. Pruitt's report, discussion was held concerning the railroad operations and the need to keep Larry LeMond and Larry Trala informed as efforts to protect the Rosenwald School progressed.

- B. *Northampton County Joint Local Planning Commission* – see attached agenda. Little discussion followed.

Old Business

- A. *Historic District Demolition Regulations – Zoning Ordinance Section 8.21*
Mr. Pruitt related to the Commissioners the changes to section 8.21 as recommended by the Town Council.

Motion made by Joan Natali, seconded by Ken Kuttler and unanimously approved to schedule a Public Hearing for the September meeting.

Motion made by Cela Burge, seconded by Ken Kuttler and unanimously approved to amend the previous motion to schedule a joint Public Hearing Town Council for the September meeting.

- B. *Harbor Area Conceptual Master Plan and Design Guidelines*
Town Planner, Jason Pruitt, briefly outlined the implementation options as discussed with the Town's attorney. Discussion followed indicating one objective of having produced the Harbor Master Plan was to adopt it as a policy document attached to the Comprehensive Plan, but additional work was needed to answer detailed zoning questions such as set backs.
- C. *Comprehensive Plan/Population Study Status Report*
Jason Pruitt updated the Planning Commission on the progress of the Population Study portion of the Comp Plan. It was stated funds were budgeted to hire a consultant to help with the Future Land Use Plan. Mr. Pruitt indicated the project has been discussed with Vladimir Gavrilovic from Renaissance Planning Group who would be submitting a Scope of Work for review by the Town Council. Chairman Bonadeo indicated the next step of the Comp Plan (obtaining public input) needed to be implemented as quickly as possible.
- D. *Route 184 Corridor Overlay District*
The Commissioners outlined on the map and discussed in detail what areas they would like the Overlay District to encompass. It was defined that the Overlay was to protect the entrance to the Historic District and to maintain a pleasing view shed. Green spaces were discussed – how well they work in urban areas, less so in rural areas. It was pointed out the County was the ultimate decision maker, so the Town's decision must be of sound reasoning in outlining their request for the Overlay. It was suggested the Planning Commission request from Town Council the authorization to meet with the County Planners in order to mesh ideas.
- E. *Accessory Apartments*
Jason Pruitt introduced the Planning Department's summer intern, Jesse Warren. One project on which Mr. Warren spent his time was to inventory the accessory buildings in Town and assess their livability based just on exterior characteristics.

Mr. Warren provided written documentation to the Commissioners and reported that his findings may not be completely accurate. He found 141 units in Town that were over 200 square feet in size with 20 of them possibly livable. He stated a few others may be livable with renovation.

After thanking Mr. Warren for his efforts in compiling the data, the discussion led to obtaining public feedback concerning accessory apartments and asking Council for direction on moving ahead. The discussion focused on accessory apartments utilized for full time rentals to create affordable housing rather than seasonal rentals. Caps on the number of rentals were also discussed.

New Business

A. Presentation of Summer Intern Streetscape Study

Jason Pruitt introduced this subject by relating back to a study completed by Mr. Warren five years earlier. Mr. Warren stated most of the problems were the same as previously noted with approximately twenty five items having been repaired by the private homeowners. He remarked sidewalk eruptions potentially causing pedestrians to trip posed the greatest threat to safety; however, missing sidewalks also posed safety problems. Mr. Warren pointed out 66% of the curbing was unpainted and the sidewalks are not level with one another. The sidewalk made up of pavers near Heritage Acres was discussed as incompatible with wheelchairs and walkers; therefore, residents were not using it, but walking in the street instead. It was suggested, going forward, the Town keep this in mind and not use those types of pavers for future repairs. Further discussion included developing specifications for sidewalks and builders funding an account that would be used by the Town to install new sidewalks to Town specs. Mr. Pruitt mentioned the Public Works Department was considering the purchase of equipment that would enable them to repair the sidewalks in-house.

C. Planning Commissioner Member Terms

The expiring terms and the process of reappointment by Council were discussed. All those whose terms will soon be expiring were asked to make a decision as to whether they wish to continue to serve.

Announcements

Bruce Evans reported the Eastern Shore Community College was considering contracting with the Sustainable Technology Park to hold classes at that site.

It was also reported that Mark Danes is Bay Creek's new Marketing Manager.

Motion made by Cela Burge, seconded by Ken Kuttler and unanimously approved to adjourn the Regular Session of the Planning Commission.

Chairman

Town Clerk