



Planning Commission

Regular Session

November 7, 2006

7:30 P.M.

At approximately 7:30 Chairman Tom Bonadeo called to order the Regular Session of the Planning Commission. In addition to Chairman Bonadeo, present were Cela Burge, Karen Davis, Eileen Cobb, Ken Kuttler, and Bruce Evans. Also present were Town Planner Jason Pruitt, Town Clerk Joy Pelletier and five members of the Public.

A moment of silence was observed and all recited the Pledge of Allegiance.

Public Comments

No one had signed up to speak

Motion made by ~~Randy Keek~~ Karen Davis (revised 12/05/06) **seconded by Eileen Cobb to modify the agenda by adding item D to New Business STIP Parking Lot, item E Modifications to B&B Regulations, item F Water/Wastewater and reverse the order of Old Business and New Business.**

Motion made by Councilman Evans, seconded by Ken Kuttler and unanimously approved to accept the minutes of the 11/14/06 Public Hearing and the 11/14/06 Recessed Session as presented.

Report Presentations

- A. Town Council – see Town Council minutes of 10/10/06
- B. Northampton County Joint Local Planning Commission – refer to Northampton County minutes.

Old Business

- A. *Harbor Area Conceptual Master Plan and Design Guidelines*
Chairman Bonadeo stated that now that the “Guidelines” had been adopted as a part of Comprehensive Plan the next task would be implementation into the Zoning Ordinance.

- B. *Comprehensive Plan/Population Study Status Report*

Jason Pruitt announced a Public Input Meeting would be held Thursday, November 9th at 7:00 p.m. He briefly covered the three concepts that would be discussed at the meeting: Low growth; medium growth; high growth. Karen Davis questioned the ~~information on~~ process of planning for County growth rather than focusing in Town (revised 12/05/06). Chairman Bonadeo suggested the Council members should attend the session as listeners only. The idea is to let the Public comment and hear what their needs would be.

C. Route 184 Corridor Overlay District

Due to the lateness of the evening and the importance of the item, discussion on this item was held for the meeting of December 5, 2006.

D. Accessory Apartments

This item was postponed until the December 5, 2006 meeting.

New Business

A. Old Cape Charles Road Farm Property – Rezoning Application

Randy Keck, the property owner, presented a concept for a multi-family housing development of 120 units and offered a proffer of approximately 17.75 acres of undeveloped land to be used for a park or other Municipal needs. He also proposed consideration a larger set back than originally offered in the application to mitigate the visual aesthetics of density. Mr. Keck pointed out there is no other property in the Town limits of sufficient size to create the R-3 concept. Affordable housing was discussed.

Chairman Bonadeo indicated difficulty in making a decision on this proposal as there is no true plan presented – no designs presented. He also pointed out the area was traditionally rural in nature and was currently designed for development of one acre lots, and that the Comprehensive Plan did not give any direction that the area should be more intensely developed. Chairman Bonadeo also mentioned the requirements of water and sewer need consideration, as well as the impact to Old Cape Charles Road and that although a park would be a welcome asset to the Town, there is additional cost to the Town of developing and maintaining a park. He stressed that it would be up to Town Council to make the ultimate decision. One last item opened for discussion was how to negotiate the additional costs involved (impact to water and sewer and roads) when Mr. Keck would not be the ultimate developer.

Commissioner Kuttler summed up the meeting by stating he would have a difficult time approving the proposal without having a final site plan and that the Planning Commissioners overall were interested in developing affordable housing as outlined by the State and Federal guidelines.

B. Report from the Ad Hoc Tree Committee

Commissioner Burge presented an overview of the development of the tree plan and ordinance. Commissioner Davis followed by recapping the comments made at the

Public Workshop which included added aesthetic value throughout the town and concern over individual property rights.

Clarification of “catch-up” requirements were discussed and revisions to the plan were suggested. Also discussed was the interference to plantings of underground electrical wires as well as overhead lines. The VDOT right of way planting permits were described which led to discussion over the need to create a Planting Guide. The Planting Guide would explain the difference between plantings in the right of way and plantings on private property. Simplification of the ordinance was stressed.

Chairman Bonadeo wrapped up this item by asking for additional revisions towards simplification so the ordinance process could move forward.

C. Date for Planning Commission Regular Session in January

Consensus was to move the session to January 4th 2007.

D. STIP Parking Lot

Karen Jolly Davis expressed concern over public access to the parking lot in the STIP. Her concern revolved around the Public access to the conservation site. It was discussed and determined that Patrick Henry Drive is a public road and would allow the access over which Commissioner Jolly Davis (revised 12/05/06) was concerned.

E. Modification of B&B regulations

Jason Pruitt presented a request from Historic District Review Board Chairman Russ Dunton to consider a maximum number of rooms for Bed and Breakfasts establishments and limit B&Bs to contributing structures or structures already built and occupied. Commissioner Evans indicated that limiting the number of rooms decreases revenue needed to stay in business. He also asked consideration be made to revising the stipulation of owners living on premises as this demand has the potential of reducing the number of B&B's in town. *It was determined no action was to be taken; the item would be revisited at a future date.* (added 12/05/06)

F. Water/Wastewater

In light of recent applications, Mr. Pruitt outlined the effects new development would have to the water and wastewater plants. He distributed data sheets showing proposed future build-out of areas outside of Bay Creek and Marina Villages and the impact of demand on utilities that would be created. Also distributed and discussed was a fact sheet on the water and wastewater budget for the next fiscal year to apprise the commissioners of the expected expenditures.

Chairman Bonadeo opened discussion on negotiation with each developer on their help in covering the anticipated costs to the infrastructure as related to new construction.

Announcements

- A. Comprehensive Plan Public Input Meeting with Renaissance Planning Group
November 9, 2006, 7:00pm to 9:00pm, at the Palace Theatre.

B. On line soon will be the Bay Creek public access channel. The first item will be on the Comprehensive Plan. Future content will vary.

Further discussion over whether the Commissioners should meet bi-monthly. No decision was made.

Motion made by Eileen Cobb, seconded by Ken Kuttler and unanimously approved to adjourn the Regular Session of the Planning Commission meeting.

Chairman

Town Clerk