



# Planning Commission

## Recessed Session

March 19, 2007

6:15 p.m.

At approximately 6:15 p.m. in the Town Council Chambers, Vice-Chairman Natali called to order the Recessed Session of the Planning Commission. In addition to Vice-Chairman Natali, present were Eileen Cobb, Karen Davis, and Cela Burge. Chairman Bonadeo was absent. Planning Commissioner Bruce Evans arrived at approximately 6:45 p.m. with Ken Kuttler following at approximately 6:50 p.m. Also present was Town Planner Jason Pruitt. One member of the Public arrived at approximately 6:30 p.m.

### **OLD BUSINESS**

#### *A. Comprehensive Plan/Population Study Status Report*

At the regular session of the Planning Commission, the Commissioners had been asked to each make a list prioritizing the upcoming projects.

Karen Davis opened the topic with her list. She stated the list was lengthy but the priorities as she saw them would be: 1) to clarify whether the Town could legally receive cash proffers; 2) finish Comp Plan; 3) finish the Harbor District revisions 4) Comprehensive Capital Improvement Plan; 5) Pattern Book for Harbor District; 6) delay completion of the corridor overlay district; 7) Affordable Housing Plan, i.e. accessory apartments; 8) develop a plan for the Town owned properties; 9) compare the Zoning Ordinance with the Comp. Plan making any necessary changes.

Ms. Burge stated she'd like to close the accessory apartment segment as so much time had been spent on that. She also agreed with Ms. Davis that until there was better information from the County on their preferences, the corridor overlay could be delayed. Ms. Burge also agreed the Strawberry Street Plaza needed attention.

Ms. Davis asked for the status on the VDOT request for the round-about plan, the at-grade crossing and the bike path. Mr. Pruitt indicated the project was stalled until harder numbers were produced and that he and Steve Bennett of Bay Creek would be working as a team on the project.

Ms. Davis was then asked what her top three priorities were. She responded with finishing the Comp. Plan, finishing the Harbor District revisions and work on a capital improvement proffers policy.

Discussion of proffers was followed by a discussion of what was needed to finish the Comprehensive Plan.

Commissioner Kuttler indicated his concerns were for the Historic District and the Harbor. He further stated the Comp. Plan should be completed then the ordinances could follow.

Jason Pruitt confirmed an RFP would soon be drafted to commission a pattern book. Mr. Pruitt indicated the cost of the book could run approximately \$25,000 to \$30,000.

Mr. Kuttler expressed concern that the Town would commission the pattern book, then not implement or enforce the guidelines. This statement brought forward discussion of situations of non enforcement and how to deal with those situations. In recent discussions, it had been suggested a member of the Planning Commission join the Historic District Review Board. Commissioner Natali suggested that it take place sooner rather than later to give the Commissioner time to learn the basics of the Historic District Guidelines. The Commissioner would then be better able to make sound decisions when the new district guidelines were implemented. Commissioner Evans further suggested any training available should be offered to the members of the Historic District Review Board.

Commissioner Evans submitted that in correlation with the pattern book, expanding the Historic District Review Board membership was a priority. He further stated a quality design book would help alleviate any misinterpretation.

A discussion followed concerning the Overlay District and how the County's perspective differed from the Town's perspective; that the Town's perspective was related more to aesthetics.

Commissioner Evans opened discussion concerning what plans the Railroad management has for its property so it could be somehow incorporated into the Comprehensive Plan.

Commissioner Natali requested that everyone send their comments to her and she would do a revised timeline based on the discussions.

B. *Harbor District and Historic Harbor Overlay District*

The Commissioners picked up on page 4 of the Harbor District revisions beginning with item "Lot and Height Requirements".

Protecting the view shed whether by height or width of the structures, or easements was designated as a high concern. Bruce Evans stated, however, forcing a view shed may make a portion of the lot unusable which would be detrimental to the potential contractor.

Incentives were discussed. One example was to allow buildings similar to those on Mason Ave where the upstairs porches extend over the sidewalks. This would allow for greater floor ratio.

Alleys sufficiently wide for emergency vehicles were also discussed.

Karen Davis brought up affordable housing and mentioned another locality allows greater density if a certain percentage of the project was deemed “affordable”. It was discussed that the property was much too valuable to offer such an incentive.

Commissioner Kuttler reminded everyone that the land on which Bay Shore Concrete was located would be affected by this ordinance. He stated that careful consideration should be made keeping in mind if Bay Shore left the area, a developer would find that an attractive area to acquire.

**Motion made by Karen Davis seconded by Ken Kuttler to adjourn the Recessed Session of the Planning Commission.**

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Vice-Chair Joan Natali

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Town Clerk