



Draft Planning Commission

Regular Session
April 3, 2007

At approximately 7:30 p.m. in the Town Council Chambers, Chairman Tom Bonadeo called to order the Regular Session of the Planning Commission. In addition to Chairman Bonadeo, present were Joan Natali, Cela Burge, Ken Kuttler, Eileen Cobb and Bruce Evans. Also present were Town Planner Jason Pruitt, Town Clerk Joy Pelletier and two members of the public.

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

Public Comments

Scott Walker - Technical Consultant for the Town

Mr. Walker announced he had accepted the position of Technical Consultant and would be happy to take any advice from members of the Planning Commission or the Public. He gave his E-mail address as: Ccva4me@aol.com

Motion made by Joan Natali, seconded by Cela Burge and unanimously approved to accept the agenda format as presented.

Motion made by Bruce Evans, seconded by Eileen Cobb and approved with one abstention (Ken Kuttler) to accept the minutes of the March 6, 2007 regular session as amended and March 6, 2007 as presented.

Motion made by Eileen Cobb, seconded by Ken Kuttler, and unanimously approved to accept the minutes of March 19, 2007 as presented.

REPORT PRESENTATIONS

A. Town Council

Mr. Pruitt announced there was little subject matter discussed pertaining to the Planning Commission at the last Town Council Regular Session. He shared the agenda and asked if anyone had any questions.

B. Northampton County Joint Local Planning Commission

Commissioner Evans, who is also a member of the Northampton County Joint Local Planning Commission, took the floor to report the Commission has been meeting weekly to make adjustments to the future land use plan. Once that was complete, the zoning would follow. He asked the group if there was any merit to sending the Northampton County Joint Local Planning Commission the work our Commission had completed on the corridor overlay. It was suggested to wait until the first draft was completed.

Joan Natali then asked if there was any information to share on Cheriton's request for a boundary adjustment. Neither Mr. Pruitt nor Commissioner Evans had information to share. Mr. Pruitt was asked to look into the matter and report at the May meeting.

OLD BUSINESS

Comprehensive Plan/Population Study Status

Jason Pruitt complimented Shelia Sheppard and Karen Davis for the time spent working to complete the survey. He reported the survey should be completed and a spreadsheet available at the May meeting. Eileen Cobb mentioned that much of the raw data was a year old and may no longer be pertinent. Mr. Pruitt explained that Ms. Sheppard had reviewed many of the previously surveyed areas and made updates. She further explained that rather than survey individual apartment dwellers in areas such as Sea Breeze apartments and Heritage Acres, the resident manager was interviewed for the necessary input.

Mr. Pruitt then introduced the spreadsheet of information/priority items compiled by Commissioner Natali concerning the Future Land Use Plan. During the discussion, Commissioner Evans described the outcome of a meeting between the former Public Works Director and Delmarva Power. During the meeting, Delmarva Power had agreed to top trees out of the electrical lines based on priorities set by the Town. Also discussed was removal of dead/diseased trees and grinding of the remaining stumps.

Councilmen Evans also mentioned the new hire of a Public Works foreman and the future hiring of a Public Works Director to administer both Public Works and Public Utilities.

In discussion of the spreadsheet, priorities included: finishing the accessory apartment criteria and subsequent ordinance changes; alleys and parking standards (especially alleys behind the "downtown" area of Mason Ave.); underground electrical lines (possibility of coordinating with Bay Creek Communications as they lay their cable lines).

Commissioner Burge asked that these priorities be shared at the Town Council Retreat.

The Commissioners then laid out goals for completion by the end of the calendar year.

Harbor District Revisions

Chairman Bonadeo opened this item with questions on lot size and building heights. There was much discussion of how to accomplish the desired effect of protecting the view shed and keeping the area complimentary to the existing character of Mason Avenue.

When discussing boatels, Bud Baxter who was attending as a representative of the developers of the Portunity property was asked for comment. He gave several examples of waterfront property and how it was handled. He also suggested that many items were too subjective to legislate resulting in the need for a board of review. Commissioner Evans pointed out that was where design guidelines and pattern books came into play.

He also mentioned that our current Historic Guidelines were too subjective and the Planning Commissioners were looking to avoid that occurring in the new district guidelines.

The Commissioners spent a great amount of time discussing view sheds, set backs and height restrictions. They decided a site visit would be beneficial in helping them make height and view shed decisions. A work session for April 16, 2007 was scheduled with the meeting place to be the Town Offices.

Motion made by Ken Kuttler, seconded by Bruce Evans and unanimously approved to adjourn this meeting and to schedule a workshop for April 16, 2007 at 6:00 p.m.

Chairman

Town Clerk