

Town of Colonial Beach Planning Commission Minutes

Date: January 3rd, 2013 – Town Center, 22 Washington Avenue

Time: 5:30 p.m.

Present:	Maureen Holt, Chairwoman Desiree Urquhart, Vice Chairwoman Ed Grant David Coombes
Absent:	Kent Rodeheaver Robin Schick
Staff:	Director of Planning and Community Development, Gary Mitchell Planning Manager, Josh Frederick

Item 1: Call to Order

Mr. Mitchell called the meeting to order at 5:30 p.m. Members Rodeheaver and Schick were absent.

Item 2: Nomination and selection of Chairperson and Vice Chairperson

Mr. Mitchell informed the Commission, with the start of the new calendar year, a new Chairperson and Vice Chairperson would need to be nominated and selected.

Member Coombes commented positively on the leadership of Chairwoman Holt and Vice Chairwoman Urquhart over the past year. He made a motion to nominate them for their respective positions for the 2013 calendar year, should they be agreeable to the nominations. Member Grant seconded the motion.

Mr. Mitchell called for a voice vote; it was unanimously resolved:

To reappoint Maureen Holt as Chairwoman and Desiree Urquhart as Vice Chairwoman of the Colonial Beach Planning Commission for the 2013 calendar year.

Item 3: Adoption of by-laws for the 2013 calendar year

Chairwoman Holt asked the Commission if they had any comments or concerns regarding the 2013 Planning Commission by-laws. Mr. Mitchell informed the Commission that the by-laws are unchanged from last year.

Member Coombes made a motion to approve the 2013 Commission by-laws, as presented. Vice Chair Urquhart seconded the motion.

Chairwoman Holt called for a voice vote; it was unanimously resolved:

To approve the by-laws of the Colonial Beach Planning Commission for the 2013 calendar year.

Item 4: Approval of Minutes

Chairwoman Holt asked for a motion to approve the minutes from the December 6th, 2012 regular meeting. Member Urquhart made the motion to approve the minutes. Member Coombes seconded the motion.

Chairwoman Holt called for a voice vote; it was unanimously resolved:

That the minutes of the December 6th, 2012 regular meeting be approved.

Item 5: Public Comment on Planning Matters

Chairwoman Holt asked if there was any public comment.

Mr. Martin Brandt, of 18 Virginia Avenue, addressed the Commission. He asked if there were any plans to mitigate the beach erosion from Colonial Avenue up to Lincoln Avenue. He also commented on the poor condition of the boardwalk adjacent to this area.

Chairwoman Holt thanked Mr. Brandt for his comments and asked if Staff had any response to the concerns.

Mr. Frederick informed the Commission that the issue in addressing these concerns stems from the Town not having ownership over the particular section of beach identified by Mr. Brandt.

There was further related discussion regarding ownership of various pieces of property in this area.

Mr. Frederick elaborated that the owners of each property fronting on the particular section of boardwalk from Colonial Avenue to Lincoln Avenue owns to the mean low water mark of the Potomac River. This also includes the boardwalk in front of each respective property. The Town may have an easement for the boardwalk through this area, but it is not owned by the Town.

Member Coombes confirmed with Mr. Frederick that each of these property owners has riparian rights.

Chairwoman Holt asked if Staff could do more research on this matter and follow up with Mr. Brandt regarding their findings.

Member Coombes added that this matter should be referred to the Town Manager and Town Council. Chairwoman Holt agreed and requested Staff to coordinate with them and provide a more definitive answer to Mr. Brandt.

Vice Chair Urquhart added that it is crucial to know the nature of ownership over the entire length of the boardwalk as revitalization efforts occur in the future. She further stated that she would like this information to be given to the Commission after it is researched.

Following this discussion, there was no further public comment.

Item 6: Discussion – Revisions to Article 04 and 06 of the Zoning Ordinance to permit accessory dwelling units (ADUs)(for future advertisement)

Mr. Mitchell presented the draft ordinance language, based on the discussion from the previous Commission meeting.

Chairwoman Holt highlighted the language which permits an ADU in excess of 750 ft² and up to 950 ft² or 40% of the habitable square footage of the principal structure, whichever is less, and asked about the rationale for these particular figures.

Mr. Mitchell stated that they are based on the typical square footage of a home within the Town, and the 40% figure is to ensure the ADU remains truly accessory to the principal structure. At 50% the unit would essentially become a duplex, which is not the intent of an ADU.

Member Grant requested clarification on the proposed definitions for *ADU* and *Habitable Space*.

Member Coombes questioned the grandfathering of existing accessory dwellings in Town and stated that language should be included that expressly grandfathers any such unit in existence at the time of adoption of the ordinances.

There was general agreement among the Commission.

Vice Chair Urquhart offered a brief grammatical correction to the proposed language of Article 06.

Chairwoman Holt requested a motion to authorize a public hearing for the revisions of Articles 04 and 06 to permit ADUs, to be held at the Commission's February 2013 regular meeting. Member Coombes made the motion, which was seconded by Member Grant.

Chairwoman Holt called for a voice vote; it was unanimously resolved:

To authorize advertisement for a public hearing on the amendment of Articles 04 and 06 of the Zoning Ordinance, to be held at the regular February 2013 Planning Commission meeting.

Item 7: Informational Item – “Richmond’s Fledgling Street Art Scene” *The Atlantic Cities* article

Mr. Frederick stated briefly that the article was a good read on the role of public art in place-making.

Item 8: Adjournment

Mr. Mitchell reminded the Commission that their required disclosure statement forms are due by January 15th.

There being no additional agenda items, Chairwoman Holt asked for a motion to adjourn. Member Coombes made the motion.

There being no further business, the meeting was adjourned at 5:53 p.m.

Chairperson, Colonial Beach Planning Commission