

Town of Colonial Beach
Minutes of the Planning Commission
Thursday, February 7th, 2013 Regular Meeting

Present: Maureen Holt, Chair
Desiree Urquhart, Vice Chair
David Coombes
Ed Grant
Kent Rodeheaver
Robin Schick

Absent: None

Staff: Gary Mitchell, Director of Planning & Community Development

Item 1: Call to Order

Chairwoman Holt called the meeting to order at 5:30 p.m. All members were present.

Item 2: Approval of the Minutes from the January 3rd, 2013 Regular Meeting

Chairwoman Holt requested a motion to approve the minutes of the January 3rd, 2013 regular meeting. The motion was made by member Coombes and seconded by member Urquhart.

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

That the minutes of the January 3rd, 2013 regular meeting be approved.

Item 3: Public Comment on Planning Commission Matters

There was no public comment.

Item 4: Public Hearing for ZOA-01-2013/Ord. 637: Accessory Dwelling Unit (ADU) in the R-1 and R-2 Zoning Districts

Mr. Mitchell introduced the staff report.

Chairwoman Holt opened the public hearing.

Ellen Rawlings of 129 Riverview Circle addressed the Commission. She expressed her concerns over the “grandfather clause” being proposed, which exempts any ADUs in existence on the date of final approval of the zoning ordinance amendments. She further stated that all such units should be inspected by the Town regardless of the date of construction.

There being no further public comment, Chairwoman Holt closed the public hearing and asked if there were any questions or discussion from the Commission members.

Member Urquhart identified a grammatical correction to be made to the draft Article 6-2a.

Member Grant expressed his agreement with Mrs. Rawlings' statements regarding inspection of all existing ADUs.

Member Rodeheaver suggested the possibility of grandfathering existing ADUs on the condition that the owners apply to have an inspection performed by the Town to identify any outstanding building code issues.

There was brief discussion regarding how utility connections are regulated by the proposed language.

Chairwoman Holt requested that Mr. Mitchell clarify the grandfathering clause in regards to structures that don't meet the requirements of the Uniform Statewide Building Code (USBC). Mr. Mitchell informed the Commission that the Town's building official suggested having property owners sign affidavits absolving the Town of liability, should any USBC violations exist.

Member Coombes suggested that the outstanding complaints on the matter be forwarded to Town Council to let them devise a response strategy.

There was further related discussion regarding administration of the regulations pertaining to ADUs.

There being no further discussion, Chairwoman Holt requested a motion to approve ZOA-01-2013/Ord. 637. The motion was made by Member Coombes and seconded by Member Urquhart.

Chairwoman Holt called for a voice vote. Members Rodeheaver, Schick, Urquhart, Coombes and the Chair voted "aye;" Member Grant voted "nay." By a 5-1 vote, it was therefore resolved:

To forward ZOA-01-2013/Ord. 637 to the Town Council with a positive recommendation.

Chairwoman Holt read aloud a letter from the Colonial Beach Police Department regarding safety and the ability to adequately respond to issues within or pertaining to any ADU.

Item 5: Discussion on Wellhead Protection Overlay District Concept

Mr. Mitchell introduced the concept of overlay zoning districts in instituting alternative land development requirements, particularly in regards to wellhead protection of groundwater.

Chairwoman Holt asked about how violations of such a program would be administered.

Member Coombes requested that Mr. Mitchell identify the locations of the Town's existing wells on a map for the benefit of the Commission. He further questioned the necessity of such an overlay district due to the depth of the existing wells and the likelihood of contamination.

Member Rodeheaver expressed his agreement with Member Coombes.

Member Schick asked about available grant funding for implementation of such a concept.

Chairwoman Holt expressed her concerns over the importance of protecting freshwater supplies.

There was brief further discussion on the matter.

From the audience, councilmember Jim Chiarello addressed the Commission and stressed the importance of groundwater protection measures.

Item 6: Discussion on Conservation District per Comprehensive Plan Future Land Use Map

Mr. Mitchell introduced the idea of establishing a conservation zoning district for public lands in order to implement to Future Land Use Map of the Comprehensive Plan.

There was brief discussion on the matter and the Commission agreed to revisit the idea at a later date.

Item 7: Review of last Fiscal Year CIP – Examine Possible Revisions for the Upcoming Year

Mr. Mitchell presented the CIP that was approved last fiscal year and asked if the Commission would like to recommend any changes.

Chairwoman Holt indicated that a leaf vacuum truck would be worth considering as a potential expenditure for the future.

Member Coombes requested an update on current implementation of specific CIP items at the next regular meeting.

Member Schick expressed her desire to have Town projects, particularly those implemented as part of the CIP, more publicized and transparent to the citizens.

Member Urquhart questioned the funds allocated for some line items under Public Works.

Item 8: Adjournment

There being no further business the meeting was ADJOURNED at 6:45 p.m.