

Town of Colonial Beach Planning Commission Minutes

Date: January 9, 2014 – Town Center, 22 Washington Avenue
Time: 4:00 p.m.

Present: Maureen Holt, Chairwoman
Robin Schick
Kent Rodenheaver
Ed Grant
Robert Busick
Maureen McCabe

Absent: None

Staff: Director of Planning and Community Development, Gary Mitchell
Planning Manager, Brendan McHugh

Item 1: Call to Order

Chairwoman Holt called the meeting to order at 4:08 p.m.

Item 2: Welcome New Members

Chairwoman Holt welcomed Members Busick and McCabe to the Planning Commission and thanked them for their service. Chairwoman Holt then turned the meeting over to Mr. Mitchell.

Item 3: Nominations for Chairperson and Vice Chairperson

Mr. Mitchell called for nominations for Chairperson and Vice Chairperson for the Planning Commission. Member Schick then nominated Chairperson Holt for another term. Member Rodenheaver seconded the nomination.

Mr. Mitchell then called for a voice vote for Chairperson Holt to remain as Chairperson of The Planning Commission; it was unanimously resolved:

That Chairperson Holt remains the Chairperson of The Planning Commission for another term.

Chairperson Holt then asked for nominations for Vice Chair of The Planning Commission. Member Rodenheaver then nominated Member Schick to act as Vice Chairperson for another term. Member Grant seconded.

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

That Member Schick remains the Vice Chairperson of The Planning Commission for another term.

Item 4: Approval of By-Laws

Chairperson Holt then called for any discussion concerning the By-Laws. There was no discussion. Chairperson Holt then called for a motion for approval of the By-Laws. Member Schick made a motion. Member Rodenheaver seconded the motion.

Chairperson Holt then called for voice vote; it was unanimously resolved:

That the Town of Colonial Beach Planning Commission By-Laws be adopted.

Item 5: Approval of Minutes of December 2013 Meeting

Chairwoman Holt asked for a motion to approve the minutes from the December 5, 2013 regular meeting. Member Schick made the motion to approve the minutes.

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

That the minutes of the December 5, 2013 regular meeting be approved.

Item 6: Interview/Discussion with Member McCabe

Chairperson Holt asked if there were any questions for Member McCabe. There were no questions.

Item 7: FEMA Floodplain Ordinance Public Hearing

Mr. Mitchell explained that the following staff report:

PLANNING & COMMUNITY DEVELOPMENT STAFF REPORT	
PROJECT NAME: Floodplain Overlay Zoning	Planning Commission Meeting Date: Jan. 9, 2014
Case Number: ZOA-01/02-2014 (Ord. 643)	Applicant: Town
Project Status: <input type="checkbox"/> Preliminary Sketch Application <input type="checkbox"/> Rezoning <input type="checkbox"/> Preliminary Plat <input type="checkbox"/> Conditional Use <input type="checkbox"/> Preliminary Final Plat <input type="checkbox"/> Concept Plans <input type="checkbox"/> Final Plat <input checked="" type="checkbox"/> Text Amendment <input type="checkbox"/> Vacation <input type="checkbox"/> Comp Plan Amendment	Owner: NA
	Location: NA
	Voting District: NA
	Parcel Number: NA
	Total Site Area: NA
	Site Area Developed: NA
Existing Structures: NA	CBPA: NA
Flood Hazard: NA	Additional Site Data: NA
Current Zoning: NA	
Action Request: Approval as presented	
	Staff: G. Mitchell Date: 12-9-2013

Prior Actions / Case History

Rezoning: NA
Conditional Use Permit: NA
Variances: NA
Subdivisions: NA
Other Data: NA

Background:

As presented in the December Planning Commission meeting the Federal Emergency Management Agency (FEMA), part of the Federal Department of Homeland Security, will be updating the floodplain maps for the Town and Westmoreland County. Part of this process involves updating our flood plain zoning regulations. This zoning designation will be an overly zoning district that adds additional regulations to properties that lie within the floodplain.

Discussion:

These additional regulations will apply to any new construction within the floodplain or in cases where there is a flood and damage results from the flooding to a property where flood insurance has been issued. For example if you are building a new home within the floodplain then the additional construction criteria would apply. Also, if your home is in the floodplain and it gets flooded by a storm the repairs have to meet the new criteria. Finally, if a structure is damaged beyond 50% of its market value then it may not be eligible for repairs based upon the determinations made by FEMA. There are also a number of new or amended terms that must be included in the ordinance.

If the Town chooses not to adopt these new FEMA requirements anyone with flood insurance will lose their coverage. The ordinance language is exactly what FEMA requires and cannot be altered by the Town. I have submitted the ordinance to the Department of Conservation and Recreation (DCR) via FEMA in its current form and have been approved by these agencies.

Conclusion:

In this case there is no alternative but to accept these regulations in order to provide protection to our citizens, their properties and the Town's general welfare.

STAFF RECOMMENDATION:

Staff recommends approval of the revised FEMA regulations and that the Planning Commission forwards this ordinance amendment to the Town Council with a favorable recommendation. A Commission Paper is attached.

Mr. Mitchell then used the Town of Colonial Beach Development Constraints map to explain the floodplain. Mr. Mitchell then explained that anyone with a mortgage is required to have flood insurance. Mr. Mitchell explained that there will be a community meeting concerning the flood plain after the Town receives the final floodplain map. He explained that there will be a letter sent to everybody in town within the floodplain. Mr. Mitchell then explained that the flood plain changes may cause the flood insurance of certain properties to rise drastically.

Chairperson Holt then asked for a motion to recommend approval of the revision to The Town of Colonial Beach Floodplain Regulations to the Town Council. Member Busick made a motion. Member McCabe seconded the motion.

Chairperson Holt then called for voice vote;

	Aye	Nay
Maureen Holt, Chairwoman	x	
Robin Schick	x	
Kent Rodenheaver	x	
Ed Grant	x	
Robert Busick	x	
Maureen McCabe	x	

It was unanimously resolved:

To recommend approval of the revisions to the Floodplain Regulations to the Town Council. Public hearing was closed at 4:25 p.m.

Item 8: Further discussion of the creation of R-3 Zoning District and elimination of R-2A, R-3, and R-4 Zoning Districts

Mr. Mitchell asked if there were any concerns or comments about the discussion of the R-3 Zoning District that took place at the last Planning Commission meeting. Mr. Mitchell then briefed Members Busick and McCabe. Member Busick asked if anybody would lose any uses. Mr. Mitchell then explained that it would just combine districts to simplify and condense the zoning ordinance. Mr. Mitchell then told the Planning Commission that he would present a final draft at the next meeting to recommend to Town Council.

Item 9: PC Training Session on Sustainable Zoning

Mr. McHugh then summarized the “Practice Sustainable Zoning” article. Member Busick explained how he believed that the Planning Commission should focus on implementation of a sustainable filter for future development. Mr. McHugh explained that this could possibly be done similar to the Colonial Beach Design Guidelines. Mr. Mitchell explains the guidelines.

Chairwoman Holt then explained that the Comprehensive Plan has similar guidelines. Mr. Mitchell then reminds the Planning Commission that the Comprehensive Plan needs be reaffirmed. He explained that in 2014 the Comprehensive Plan requires a living shoreline policy mandated by the General Assembly. Member Busick added that the new policy will require demonstration that a living shoreline will not be appropriate.

Member Schick then explained that she believed that the Town does not have enough incentive for developers to practice sustainable development. She explained that a document should be created to list

sustainable development options. Member McCabe then voiced how the Town needs more education on sustainability. Chairperson Holt then recommended creating a pamphlet. Member Schick explained that the builders will probably need to be forced through regulations. Mr. Mitchell then explained that the regulations are getting stricter as of January 1st. Member Schick then asked Mr. McHugh if he could work on a Sustainable Practices Pamphlet. Mr. McHugh told the members that he would start working on a pamphlet.

Item 10: A conversation with Kelly Dejesus

Mr. Mitchell then introduced Kelly Dejesus, a citizen interested in the final Planning Commission seat. Mrs. Dejesus then spoke of her background. The Planning Commission members then asked her a few questions. The Planning Commission members then told Mrs. Dejesus about Planning Commission Certification.

Item 11: Adjournment

There was no further business. The meeting was adjourned at 4:55 p.m.

Chairperson, Colonial Beach Planning Commission