

Town of Colonial Beach Planning Commission Minutes

Date: September 6th, 2012 – Town Center, 22 Washington Avenue

Time: 5:30 p.m.

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

Staff: Director of Planning and Community Development, Gary Mitchell
Planning Manager, Josh Frederick

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 Minutes

Chairwoman Holt asked for a motion to approve the minutes from the August 2nd, 2012 regular meeting. Member Urquhart made the motion to approve the minutes, as written.

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

That the minutes of the August 2nd, 2012 regular meeting be approved.

Item 3: Public Comment

There was no public comment.

Item 4: Public Hearing – To Consider an amendment of Article 03 of the Zoning Ordinance, Districts & Zoning Map Description

Chairwoman Holt opened the public hearing. There being no public comment on the matter, she subsequently closed the public hearing.

Item 5: Discussion and Approval of the amendment of Article 03

Chairwoman Holt asked if the Commission had any comments.

Member Urquhart requested that wherever the comprehensive plan is referred to in the article, it should be noted which version.

Mr. Mitchell replied that the words “as amended” could be placed after mention of the comprehensive plan to address this concern.

There was unanimous agreement among Commission members regarding this change.

Member Coombes asked why *Manufactured Home Park* is listed under residential districts. Mr. Mitchell replied that this is because the *Manufactured Home Park District* is an existing article in the Zoning Ordinance; Article 03 references all existing zoning districts.

There was further, unrelated discussion regarding prior mobile home parks within town limits.

Mr. Mitchell informed the Commission that if they wish to pursue removing this zoning district and its related article in the Zoning Ordinance in the future, that is a possibility, but this topic is not on the agenda for the September Planning Commission meeting.

There being no further discussion, Chairwoman Holt requested a motion to approve the amendment of Article 03 of the Zoning Ordinance. Member Schick made the motion; it was seconded by Member Coombes.

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

To recommend approval of the amendment of Article 03 of the Zoning Ordinance, as amended, to the Town Council.

Item 6: Discussion – Revisions to Article 07 of the Zoning Ordinance, *Resort Commercial District* (future advertisement)

Mr. Mitchell informed the Commission that the draft Article 07 before them is the initial draft. The comprehensive plan specifically references updating and amending this article and this is the first draft of the amended language.

Chairwoman Holt had a question regarding the formatting of the document.

Member Schick asked if incorporating the signage and other related information into the land use requirements table in the article is redundant. Mr. Mitchell replied that this is done for ease of understanding all related zoning requirements, in addition to those set forth in this particular article.

Member Coombes confirmed that the information contained in the land use requirements table is nothing new, but rather reiterated from other relevant articles in the zoning ordinance. Mr. Mitchell replied that this is correct.

Chairwoman Holt questioned whether or not “walk-in freezers” is necessary to be listed as a permitted accessory use in the article.

Mr. Mitchell replied that it isn’t uncommon for restaurants to have stand-alone walk-in freezers separate from the primary restaurant building, hence its listing as a permitted accessory use in the article. Member Schick confirmed this as well.

Member Urquhart made note of some grammatical inconsistencies in regards to singular and plural tenses.

Member Coombes asked why “Condominium” was added as a conditional use in the draft article. Mr. Mitchell replied that this is due to there being an existing condominium building with a conditional use permit in the Resort Commercial zoning district.

Member Coombes reflected back to when he and Chairwoman Holt served as members of the Town Council, during which the consensus was reached that condominiums should not be permitted in the Resort Commercial District. He claimed that the Commission should have a “serious discussion about this” before proceeding further.

There was brief unrelated discussion regarding past condominium proposals in another zoning district in town.

Member Schick asked why “outdoor recreational facility” was removed as a conditional use from the article.

Mr. Mitchell informed the Commission that the word “facility” was removed from the conditional use, “commercial recreation facility,” and replaced with the word “establishment.” “Outdoor recreational facility” would fall under this broader category, hence its removal from the article.

Chairwoman Holt claimed that permitting “structures exceeding 35 feet in height” as a conditional use, although it is existing language in the article, has serious implications and should be examined further.

Member Rodeheaver informed Mr. Mitchell that the existing condominium building in the Resort Commercial district was permitted as a “multi-family residential structure” by right, since there was a question about how it was allowed with no condominium use permitted in the article language.

Chairwoman Holt elaborated that the article was amended shortly after the existing condominium building was built to no longer permit that use.

There was brief further discussion regarding conversations of the Town Council during that time.

Member Schick requested a grammatical clarification of the added conditional use, “restaurants, with drive in facilities,” due to the use of the comma.

Member Urquhart asked for clarification on a “tourist home,” as added as a conditional use in the article

Chairwoman Holt and Member Schick replied that the term refers to vacation rental homes or so-called *cottages*.

There was further discussion regarding permitting condominiums within the Resort Commercial District and the implications of such an allowance. The Commission agreed to revisit this issue at the October 2012 Planning Commission meeting.

Item 7: Informational Item – “Rethinking Urban Land Use” Chicago Tribune Article

Mr. Frederick highlighted the main point of the article, which is a trend in development projects that utilizes a more community-oriented approach that involves multiple stakeholders. The article was intended to be timely, as the Town is currently administering a grant that solicits input from citizens in developing architectural guidelines for future developments

Item 8: Adjournment

Chairwoman Holt asked for a motion to adjourn. Member Coombes made the motion.

There being no further business, the meeting was adjourned at 6:05 p.m.

Chairperson, Colonial Beach Planning Commission