Chesapeake City
Planning and Zoning Commission
Minutes November 2, 2011

Elaine Shepard
Bob Miller
Harry Sampson, Chair
Bill Miners
Frank Vari
Norman Carter
Lee Adams

Attached list of attendees

Chairman Bill Miners brought the meeting to order at 6:30 pm followed with the Pledge of Allegiance.

Public Announcements:
Harry Sampson: Would like to wish Chairman Bill Miners a Happy Birthday.
Frank Vari: November 11th is Veterans Day and Town Hall will be closed. Thanking veterans for the sacrifices they have made. Salvageable metals will be picked up on Saturday. Town Hall will be closed the 24th and 25th for Thanksgiving. The 27th is the tree lighting in Pell Gardens. New Year's Day run is scheduled for Noon. Recycling is above 50% of the residents.

Approval of minutes from October 5, 2011
MOTION: Elaine Shepard made a motion, Norm Carter seconded to approve the minutes from October 5, 2011 with corrections. All in favor, motion carried

Approval of minutes from October 19, 2011
MOTION: Frank Vari made a motion, Harry Sampson seconded to approve the minutes from October 19, 2011 . Bob Miller abstained, he was not in attendance. Aye: 4 Nay: 0, motion carried

Staff Reports
Sharon Weygand, Town Administrator- The Town's Open House will be held on December 16th from 4pm-7pm, please bring a dish. We were successful in receiving funding for a scenic by-way sign on the north side. Included in your packets is a spread sheet on parking citations issued on behalf of our Compliance Officer.

Natalie Ricci, Compliance Officer: report attached

Action Items:

- Shed

File No: 103111
Location: 324 Hemphill St Tax Map: 200 Parcel: 196 Zoned R1

MOTION: Elaine Shepard made a motion, seconded by Lee Adams to table this application until the property owner is in attendance to answer any questions. All in favor, motion carried.

Discussion Items:

- Licensing of Rental Units

Frank Vari & Natalie Ricci will work on packet to get one document.

- Commercial Architectural Standards

Sharon to compile other towns and give to P&Z

Motion: Lee Adams made a motion, seconded by Elaine Shepard to adjourn the meeting at 7:13 pm. All in favor, motion carried.

Respectfully submitted,

D Valerie Walls
Clerk/Treasurer