

Chesapeake City  
Planning and Zoning Commission  
Minutes February 6, 2008 6:30pm

Nick Visser -Absent

Harry Sampson

Tom Wheeler

Bill Miners, Chair

Lee Hutton

Rich Taylor

Frank Hill

Bill Wilkers, Planning & Zoning Inspector

Valerie Walls, Clerk/Treasurer

Attached list of attendees

Bill Miners brought the meeting to order at 6:31 pm.

There were no minutes to approve this meeting. They will be approved at the next meeting.

**PUBLIC COMMENTS:**

Lee Collins: The Town Meeting next Monday will be at Trinity Church, which includes a review of the Greenway Project.

**Action Items**

**1. 500 Biddle Street – Concrete existing black top, and pave garage apron to street, ramp at curb.**

Harry Sampson made a motion to approve the application. Tom Wheeler 2<sup>nd</sup>.

**Aye – All in favor**

**Vote**      **Nay - 0**

**Motion carried.**

**2. 201 George Street – Change of use, sign, small shop natural products & massage therapy room. Sign to meet home occupation specs.**

Tom Wheeler made the motion to deny the application. Rich Taylor 2<sup>nd</sup>.

**Vote**      **Aye – All in favor**

**Nay - 0**

**Motion carried.**

Tom Wheeler made a motion to send to Board of Appeals with a favorable recommendation for change of use only. Frank Hill 2<sup>nd</sup>.

**Vote**      **Aye- All in favor**

**Nay – 0**

**Motion carried.**

**3. 246 Biddle St – Finishing fencing in back lot with fence as similar as possible to vinyl fencing around the rest of the lot.**

Harry Sampson made the motion to accept the application as submitted. Tom Wheeler 2<sup>nd</sup>.

**Vote**  
**Aye – All in favor**  
**Nay – 0**  
**Motion carried.**

**4. 2541 Augustine Hwy – Preliminary Site Plan**

Lee Hutton made a motion to approve the preliminary site plan for South Village Extended adding the public works agreement to be signed in the future and a letter from the State Highway Administration saying they will allow the use of the parking spaces and explore other options about the entrance. Frank Hill 2<sup>nd</sup>.

**Vote**  
**Aye- All in favor**  
**Nay- 0**  
**Motion carried.**

**5. Basil Ave – Preliminary Sub-Division Plan for Bridgepoint Townhomes**

Tom Wheeler made the motion to approve the site plan as presented. Lee Hutton 2<sup>nd</sup>.

**Vote**  
**Aye – All in favor**  
**Nay – 0**  
**Motion carried.**

**6. 231 Bank Street – Install storm water grease separator as to plans submitted 11/05/07 sheets sw-6 & sw-7 and approved by MDE (Mary Ann Skilling)**

**7. 231 Bank Street – New 6” sanitary sewer emergency holding tank 1500gal**

Tom Wheeler made a motion to table items 6 & 7 because no one was present from the Canal House. Frank Hill 2<sup>nd</sup>.

**Vote**  
**Aye- All in favor**  
**Nay- 0**  
**Motion carried.**

**Staff Reports**

Bill Wilkers – Planning & Zoning Inspector  
Report attached to the minutes book

**8. Fee and Fine Schedule**

Frank Hill made a motion that once all fees are integrated into the revised ordinance it will be forwarded to council. Lee Hutton 2<sup>nd</sup>.

**Vote -**  
**Aye- All in favor**  
**Nay- 0**  
**Motion carried.**

**9. Requirement for a residential Building Permit**

Hand out to the residents coming in to get permits. Mail out with the water bills so every resident will receive one.

**10. Additional Alternate for Board of Appeals**

Bill waiting to hear back from Cristal who was going to contact Jason about it. The statement in the ordinance is that we shall have one alternate. In order to change that we would have to take that part of the ordinance, re-write it and present to council.

**11. Chris Jakubiak – Zoning Ordinance**

There needs to be other presentations because the cost is over \$10,000. Have Cristal to put out a request for more bids.

Adjourn: Lee Hutton makes a motion to adjourn at 8:27pm. Harry Sampson 2<sup>nd</sup>.