

Chesapeake City
Planning and Zoning Commission
Minutes January 7, 2009

Bob Hirschfeld
Nick Visser
Harry Sampson
Bill Miners, Chair
Lee Hutton
Rich Taylor
Frank Vari
Tom Wheeler, Zoning Inspector
Valerie Walls, Clerk/Treasurer

Attached list of attendees

Bill Miners brought the meeting to order at 6:30 pm.

Public Announcements:

Frank Vari: This Saturday will be the first Saturday in recyclable metals on the North side on Biddle Street, in front of the tower. 7am-11am. Notice went out in the water bills.

Approval of minutes from December 3, 2008

Nick Visser made a motion to approve the minutes from December 3, 2008 with corrections (typo). Harry Sampson 2nd.

Vote **Aye – 6**
 Nay - 0
 Motion carried.

Staff Reports:

Tom Wheeler, Zoning Inspector – Report attached

Action Items

1. Election of Chairman

Bob Hirschfeld nominated Bill Miners as Chairman for 2009. Nick Visser 2nd.

Vote **Aye – 6**
 Nay - 0

There were no other nominations or discussions. Bill Miners called for a vote. All in favor of Bill Miners for Chairman for 2009:

Vote **Aye – 6**
 Nay – 0
 Motion carries

2. Election of Vice Chairperson

Harry Sampson nominated Lee Hutton to serve as Vice Chairman for 2009.
Bob Hirschfeld 2nd.

Vote **Aye – 6**
 Nay - 0

There were no other nominations or discussions. Bill Miners called for a vote. All in favor of Lee Hutton for Vice Chairman for 2009:

Vote **Aye – 6**
 Nay - 0
 Motion carries

There are two terms that have expired, Bill Miners and Lee Hutton. With both being nominated, they have agreed to stay on.

Harry Sampson made a motion to recommend to send both names to the Town Council for renewal.
Rich Taylor 2nd.

Vote **Aye – 6**
 Nay - 0
 Motion carries
 Note: Term is for 5 years

3. 214 Biddle Street

Comment by Rich Taylor: Even though I have a sign on this property I am not involved in this in any way, so I do not have to abstain from voting.

Rich Taylor made a motion that we advise the property owner in a letter that Planning and Zoning has no immediate issues and would consider an application to divide the property into three simple lots to build townhouses as shown on the concept plan. Harry Sampson 2nd.

Vote **Aye – 6**
 Nay – 0
 Motion carried.

Discussion Items

Goals for 2009

- *Need to establish architectural standards for commercial properties
- *Comprehensive Plan is an ongoing process
- *Zoning Ordinance updates
 - Reapplying for more funding for ordinance updates
 - To be done by end of March 09.
 - Bill Miners looking into getting additional funding
- *Infrastructure funds from the government
- *Schaefer's Canal House
- *Revisit and implementing document for property owners putting in a zoning application

*Architectural Design Standards-previous email of new definitions. They need to be review and voted on to get into the blue book by March. Will be a workshop item in January.

Schaefer's Canal House

Photographs recently taken were shown.

Bill Miners: We can't make them finish it, but we can make them clean it up.

Tom Wheeler: There is a new contractor and the partners have money now. Will remove stop work-order when the new contractor supplies license and insurance information.

A letter from the Mayor, drafted by Bill Miners, citing very specific requests and time frames, incorporating photographs taken.

Comprehensive Plan: Workshop item. County is behind schedule with their plan and are not where near where they need out plan. Jakubiak will keep in touch with them to work into their schedule.