

## **Planning Commission Meeting**

**Wednesday, November 7, 2018**

Present: Lee Adams (chair), Frank Hill, Chris Coliukos, Tonya Lockwood (staff), Rob Bernstine (staff), Chris Haley, Rob McLarnon, Bill Staker

Absent:

Chair Lee Adams called the meeting to order at 6:31 pm, followed by the Pledge of Allegiance to the Flag of the United States of America.

Announcements:

Meeting to be held on Thursday, November 8, 2018, regarding island removal on Biddle Street.

The PC feels that the Chesapeake Inn needs to move A-Dock over because it is encroaching the Town Docks. There is apparently photo evidence online that A-Dock was moved closer to the Town Docks after the dredging was completed. PC would like Council to look at this issue.

Lee Collins submitted his resignation as a member of the Town Council. Lee Adams has applied. Should he get the position he would have to resign as Chair of the Planning Commission and Chris Coliukos would assume the Chair position. The PC would then have to elect a new Vice-Chair, Lee recommends Rob McLarnon for that position.

Approval of Minutes:

*October 3, 2018*

**Motion:** Chris Coliukos made a motion, seconded by Bill Staker to accept the minutes from October 3, 2018. All in favor, motion carried.

### **Action Items:**

*Planning Commission recommendation to Council for Open Seat*

There is one opening at this time, with the possibility of two.  
Lee and Rob met with both candidates and deemed both highly qualified.

**Motion:** Chris Coliukos made a motion to send both candidates to Council for consideration. Seconded by Chris Haley. All in favor, motion carried.

*File 2018037 – 208 Bank Street – Construct Storage Kitchen in existing Alcove of building.*

Is a small square footage area and will improve the aesthetic of the building. 1 Story, however Cupola is proposed at 38', which is above the standard of 35', Rob can adjust to approve 5% higher, which would be an additional 1.75 feet.

**Motion:** Rob McLarnon made a motion, seconded by Bill Staker to approve 208 Bank Street – Construct Storage Kitchen in existing Alcove of building with the following conditions, must meet the permitted height requirement of 36.75', no additional lighting without a lighting plan, no electric in the flood plain. All in favor, motion carried.

*File 2018036 – 208 Bank Street – Remove existing metal roof, expand existing Veranda.*

New Veranda will be 2,374 square feet in size and 24 feet in height. Rob recommends parking mitigation for 8 spaces until new parking lot is finished. PC will request a baseline parking assessment to ensure parking requirement is met. Proposed veranda is within the 100-foot buffer. 10% Improvement must be made, 0.01 more phosphorous must be removed each year. Plantings will work and can be planted at new parking lot. Rob will work with applicant to decide how he will meet this requirement. Sign is not included in this permit, nor is lighting, he will apply later if either is added.

**Motion:** Bill Staker made a motion, seconded by Frank Hill to approve 208 Bank Street – Remove existing metal roof, expand existing Veranda with the following conditions, must meet Critical Bay Regulations, must meet the parking requirement of 8 spaces of paid Parking Mitigation until new lot is built, must come back for separate permit for any added signs or additional lighting, must submit a parking schedule and no electric in flood plain. All in favor, motion carried.

### **Zoning Administrator Report:**

Slow month, updated permit for 100 Bohemia Ave to reflect the following, 3 windows and a single walkthrough door to replace the proposed garage door on the ground level, also change ground level use from a garage to a retail space utilizing the Water/Sewer allocation from the eliminated 2<sup>nd</sup> apartment on the 3<sup>rd</sup> floor.

### **Adjourn:**

**Motion:** Rob McLarnon made a motion, seconded by Chris Coliukos to adjourn the meeting at 7:24 pm. All in favor, motion carried.

Respectfully Submitted,