PLANNING AND ZONING BOARD/LOCAL PLANNING AGENCY
Monday, March 7, 2011
Community Center-509 Ocean Avenue
7:00 pm

MINUTES

I. CALL TO ORDER - 7:02 p.m.

II. ROLL CALL

Present

Chairman David Campbell
Member James Flanagan
Member Tom Davis-arrived late
Alternate Member Belsten
Town Manager Hoskovec
Town Planner Dennis Ragsdale
Deputy Clerk Jennifer Howland
Building Official Phoenix

Absent

Vice Chairman Susan Dieterle
Member Coleen Doyle

III. APPROVAL OF MINUTES

February 7, 2011

Moved by Alternate Member Belsten; seconded by Member Flanagan to approve the minutes of the February 7, 2011 meeting. Question called; motion carried, 3-0.

IV. PUBLIC HEARINGS

None

V. NEW BUSINESS

1. Site plan approval for 317 Ocean Avenue

The board reviewed the site plan and noted most of it is in conformity except for parking.

Building Official Phoenix presented revised plans to the board. The revised plans included the parking configuration for the back of the building.

Member Flanagan said he was concerned about the empty building in the back.

Chairman Campbell said he could not see how they could require them to do something about the building in the back.

Building Official Phoenix said it is a code issue and will be taken care of as a code issue.

Note: Member David arrived for the meeting at 7:19 p.m.

Building Official Phoenix said he will also take care of any drainage issues. He also said fire access is beyond what is required.

Member Flanagan made a motion that the board recommend approval to the Town Commission the site plan for 317 Ocean Avenue and that the code violations be eliminated; seconded by Alternate Member Belsten. Question called, motion carried, 4-0.

VI. OLD BUSINESS

1. Discussion and possible recommendation of change in sign size regulations, specifically listed in 7A-52(c)(1)a of the Land Development Code

The ordinance is not available since Town Attorney Gougelman has been sick.

2. Continued discussion regarding definitions in the existing Land Development Code and the Comprehensive Plan.

Planner Ragsdale said if a Comprehensive Plan definition is not listed in the code, he will remove the unneeded code definition later as they go through the code.

The board discussed the definitions from the new code cross references prepared by Planner Ragsdale. The board discussed the words "SATELLITE ANTENNS" through "WASTEWATER TREATMENT FACILITIES."

The board decided that the following words will be removed from the code definitions since they are not used in the code: "SEDIMENTS,SIGNIFICANT INPACT TRAFFIC STUDY,SPREADER SWALE,STRIDE, STRIP COMMERCIAL, THRESHOLD LEVEL OF SERVICE,TRIP GENERATION STANDARDS, URBAN SPRAWL,WASTEWATER TREATMENT FACILITIES."

The board discussed the definition, "SATELLITE ANTENNAS."

Chairman Campbell said it is used properly.

The board discussed the definition, "SCHOOL."

This definition goes with the definition in the comprehensive plan having to do with the public school element.

The board discussed the definition, "SEAWARD."

Chairman Campbell said this word is used properly.

The board discussed the definition, "SERVICE STATION."

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Planner Ragsdale said he can leave it or blend it with other cross references.

Chairman Campbell said they should have a more modern definition.

The board discussed the definition, “SIGN.”

Chairman Campbell said there is no mention of monument sign.

Planner Ragsdale said he will differentiate between monument sign and free standing sign.

The board discussed the definition, “SITE PLAN.”

Planner Ragsdale said, “sub-division plat” should be taken out.

The board discussed the definition, “SOLAR COLLECTOR.”

Planner Ragsdale said although it is not currently used, they may want to leave it for future use.

The board decided to take out the word “thermal.”

The board discussed the definition, “SOLID WASTE.”

Chairman Campbell said the definition is consistent.

The board discussed the definition, “SATELLITE ANTENNAS,” and said there are no problems with the definition.

The board discussed the definition, “STATE MINIMUM BUILDING CODE.”

Planner Ragsdale said although this specific definition is not used, he needs to do a global search on “BUILDING CODE.”

The board discussed the definition, “STORY.”

Chairman Campbell said “story, stories, and building height” need to be consistent.

The board and Town Planner discussed code related to the definition.

The board discussed the definition, “STREET.”

Street width was discussed and it was decided that the actual street widths will be determined to add to the code.

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The board discussed the definition, “STRUCTURE.”

Planner Ragsdale said he will take the word “permanent” out and tweak the definition to make it work.

The board discussed the definition, “TOTAL MAXIMUM DAILY LOAD (TMDL).”

Planner Ragsdale said the definition is not needed now, but it should remain since it may be needed later.

The board discussed the definition, “TOWN HOUSE.”

Planner Ragsdale said he doesn’t understand why there is a distinction between “town house” and “multi-family.”

The board discussed the difference between “town house” and “multi-family.”

The board discussed the definition, “TOWN MANAGER.”

The board decided that if the word is referenced elsewhere in the code, the definition will not be needed here.

The board discussed the definition, “TREE.”

Planner Ragsdale said the definition needs to be changed because it is not a good one.

The board discussed the definition, “VACANT.”

Planner Ragsdale said rules about vacant properties need to be addressed and once he gets the rules he will address the definition accordingly.

The board discussed the difference between “vacant” and “abandoned.”

The board discussed the definition, “VARIANCE.”

The board discussed different uses of variance in the code.

The board discussed the definition, “WALL.”

Planner Ragsdale said two definitions of wall are needed; one for outdoor wall (fence) and building wall.

Chairman Campbell asked what it next.

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Planner Ragsdale answered they will start in 7A. He said he will redo a list of what is required to make the code consistent with the Comprehensive Plan. He said he is trying to put the code into tables to make it easier to understand and read.

Chairman Campbell said they will finish the definitions then continue on to 7A.

VII. ITEMS TO BE ADDED TO THE AGENDA FOR FUTURE MEETINGS

VIII. ADJOURNMENT

Motion made to adjourn by Alternate member Belsten; seconded by Member Davis. Question called; motion carried 4-0.

Meeting adjourned at 8:58p.m.

Jennifer Howland	David Campbell
Deputy Town Clerk	Chairman

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