

Town of Lovettsville

Planning Commission Minutes of Regular Meeting, March 16, 2011

Chairwoman Bushway called the Regular Meeting of the Lovettsville Planning Commission to order at 7:31 PM.

Present at Meeting

- Mayor Elaine Walker
- Chairwoman Mari Bushway
- Commissioners Jack Burden, Elaine Fischer, Rodney Gray, Aaron Kahn, Joe Mueller
- Town Manager Keith Markel
- Zoning Administrator Steve McGregor

Absent

- Commissioner Lorraine Bauer
- Town Clerk Judy L. Kromholz

Present In the Audience

Among those present in the audience were Doug Wagner (Bowman Consulting) and Patrick Veltri (Bowman Consulting).

Public Comment

No member of the public had signed up to speak.

Additions/Deletions/Modifications to the Agenda

Chairwoman Bushway called for changes to the agenda. There were none.

Approval of Planning Commission Minutes

A. Planning Commission Public Hearing & Regular Meeting – February 16, 2011

Motion: To approve the minutes of the February 2, 2011 Planning Commission Public Hearing and Meeting as modified.

By: Commissioner Mueller

Second: Commissioner Fischer

Aye: Commissioners Bushway, Burden, Fischer, Gray, Mueller

Nay: None

Abstain: Commissioner Kahn

Absent: Commissioner Bauer

Staff Reports

Administrator McGregor presented his written report for February 2011. He also explained that the Town Council did not hold the scheduled public hearing on March 10th for the Lovettsville Retirement Village rezoning application because the application was not complete (one co-applicant did not sign the proffers).

Staff informed the Planning Commission that representatives for Lennar have asked that the Planning Commission and Town Council hold a joint public hearing to expedite the forthcoming rezoning application. The Commissioners were asked what their preference was regarding this issue and the consensus of the Commissioners was that they would be willing to hold a joint public hearing if the Town Council supported the request.

Action Items

A. Approval of Construction Plans for Lovettsville Town Center, Section 3

Administrator McGregor presented this item. He noted that representatives from Bowman Consulting were available to answer any questions. Commissioner Mueller asked if there were any substantial changes since the last time the Planning Commission reviewed this item. Administrator McGregor said that there were no significant changes.

Motion: I move that the Planning Commission approve the Lovettsville Town Center Section 3 Construction Drawings, dated June 10, 2010, revised as of January 31, 2011 and certified February 2, 2011 by Douglas Wagner, PE, Bowman Consulting.

By: Commissioner Kahn

Second: Commissioner Mueller

Aye: Commissioners Bushway, Burden, Fischer, Gray, Mueller

Nay: None

Abstain: Commissioner Kahn

Absent: Commissioner Bauer

Discussion Items

There were no discussion items on the agenda.

Information Items

Manager Markel informed the Commission of the Rain Barrel Workshop on April 12th at 6:30 PM at the Community Center.

Commissioner Fischer wanted everyone to recognize the good work Vice Mayor Zoldos is doing in Japan in the aftermath of the earthquake and tsunami disaster.

Commissioner Chairwoman Bushway requested that the Town send thank you cards to the volunteer citizen members of the Comprehensive Plan Advisory Committee. She also brought up an issue that was raised at the recent Town Council meeting concerning written public comments being read into the record by a Council member during a meeting. The Planning Commission briefly discussed the pros and cons of such a policy and agreed to add this discussion along with a review of the current Planning Commission by-laws to the agenda for their next meeting.

Mayor Walker announced the upcoming elementary school PTO fundraiser on April 1st and encouraged everyone to attend.

Adjournment/Recess

Motion: To adjourn the Planning Commission meeting of March 16, 2011.

By: Commissioner Mueller

Second: Commissioner Fischer

Aye: Commissioners Bushway, Burden, Fischer, Gray, Kahn, Mueller

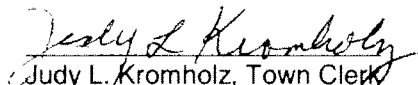
Nay: None

Abstain: None

Absent: Commissioner Bauer

The meeting was adjourned at 8:09 PM.

Respectfully submitted,


Judy L. Kromholz, Town Clerk

Date Approved: April 6, 2011

No Attachments