

# Town of Lovettsville

## Planning Commission Minutes of Regular Meeting, May 4, 2011

Chairwoman Bushway called the Regular Monthly Meeting of the Lovettsville Planning Commission to order at 7:32 PM on Wednesday, May 4, 2011.

### Present at Meeting

- Chairwoman Mari Bushway
- Commissioners Lorraine Bauer, Jack Burden, Elaine Fischer, Rodney Gray, Joseph Mueller
- Town Manager Keith Markel
- Zoning Administrator Steve McGregor

### Absent

- Commissioner Aaron Kahn
- Town Clerk Judy Kromholz

### Public Comment

Chairwoman Bushway asked for public comment. There was none at this time.

### Additions/Deletions/Modifications to the Agenda

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

### Approval of Planning Commission Minutes

No minutes were presented.

### Staff Reports

Administrator McGregor presented his written report for March 2011. There were no questions from the Commission.

### Action Items

#### A. LVZA 2010-0007 Itinerant Vending

Administrator McGregor presented this item. He reviewed modifications made to the text by staff following the discussion at the last Planning Commission meeting. Staff and the Commission made additional minor edits to the text as the item was being reviewed. There was consensus that the revised draft text reflected the intent of the Planning Commission when it comes to regulating itinerant sales in Town. There being no further discussion, Chairwoman Bushway called for a motion.

**Motion:** I move that the Planning Commission authorize a public hearing on this item with the draft regulations as modified this evening and include the following recommendations when the item is forwarded to Town Council:

1. The Town should examine the benefit to the Town and property owners of creating a private recreation zoning district, which allows commercial recreation facilities, as well as itinerant vending.
2. That the fee for a seven consecutive day permit be greater than that for the 72 consecutive hour permit.

**By:** Chairwoman Bushway  
**Second:** Commissioner Fischer  
**Aye:** Commissioners Bauer, Burden, Bushway, Fischer, Gray, Mueller  
**Nay:** None  
**Abstain:** None  
**Absent:** Commissioner Kahn

**B. Review of Planning Commission By-Laws and Rules of Procedure**

Manager Markel presented this item. He reviewed changes made by staff based on the comments and discussion at the last Planning Commission meeting and discussed additional changes that were made to maintain consistency with the recently revised Town Council Rules and Procedures. The Commission made several additional minor modifications and agreed that action could be taken on this at the next meeting of the Planning Commission.

**Discussion Items**

With no items other than the Rules and Procedures on the agenda for the second meeting of May, the Planning Commission agreed to cancel the meeting on May 18, 2011. The next Commission meeting will be on June 1, 2011.

**Information Items**

There were no Information Items on the agenda.

**Comments from the Commissioners**

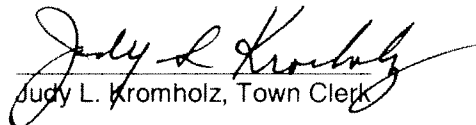
Chairwoman Bushway called for comments from the Commissioners. There were none at this time.

**Adjournment/Recess**

**Motion:** To adjourn the Planning Commission meeting of May 4, 2011  
**By:** Commissioner Mueller  
**Second:** Commissioner Fischer  
**Aye:** Commissioners Bauer, Burden, Bushway, Fischer, Gray, Mueller  
**Nay:** None  
**Abstain:** None  
**Absent:** Commissioner Kahn

The meeting was adjourned at 8:26 PM.

Respectfully submitted,

  
Judy L. Kromholz, Town Clerk

Date Approved: June 1, 2011

Attachments:

- I. Speaker Sign Up Sheet

Written Submissions to Commission: None

# City of Sodaville

## Speaker Sign - Up Sheet

### Planning Commission Regular Meeting - May 4, 2011

Please Print.

Name and Association	Address	Topic - Please Indicate Public Hearing or Other

Each speaker will be limited to no more than three (3) minutes.