

Town of Lovettsville

Planning Commission Minutes of Regular Meeting, September 2, 2009

Chairman Zachritz called the Regular Monthly Meeting of the Lovettsville Planning Commission to order at 7:31 P.M. on September 2, 2009.

Present at Meeting

- Mayor Elaine Walker
- Chairman Robert Zachritz
- Vice Chair Mari Bushway
- Commissioners Jack Burden, Lorraine Bauer, Elaine Fischer, Rodney Gray
- Town Manager Keith Markel
- Zoning Administrator Steve McGregor
- Town Clerk Judy L. Kromholz

Absent

- Commissioner Joanne Cooper

Present In the Audience

Frank Kromholz

Public Comment

Commission Chair Zachritz called for public comment. There was none at this time.

Additions/Deletions/Modifications to the Agenda

Commission Chair Zachritz called for changes to the agenda. There were none.

- Motion:** To approve the agenda as presented.
By: Commissioner Zachritz
Second: Commissioner Bushway
Aye: Commissioners Burden, Bauer, Bushway, Fischer, Gray, Zachritz
Nay: None
Abstain: None
Absent: Commissioner Cooper

Approval of Planning Commission Minutes

A. Planning Commission Regular Monthly Meeting – March 4, 2009

- Motion:** To approve the minutes of the March 4, 2009 Planning Commission Regular Meeting as presented.
By: Commissioner Burden
Second: Commissioner Gray
Aye: Commissioners Burden, Bauer, Bushway, Fischer, Gray, Zachritz
Nay: None
Abstain: None
Absent: Commissioner Cooper

B. Planning Commission Regular Monthly Meeting – April 1, 2009

- Motion:** To approve the minutes of the April 1, 2009 Planning Commission Regular Meeting as presented.
By: Commissioner Zachritz
Second: Commissioner Bauer
Aye: Commissioners Burden, Bauer, Bushway, Fischer, Gray, Zachritz
Nay: None
Abstain: None
Absent: Commissioner Cooper

C. Planning Commission Public Hearing – April 22, 2009

- Motion:** To approve the minutes of the April 22, 2009 Planning Commission Public Hearing as presented.
By: Commissioner Bushway
Second: Commissioner Burden
Aye: Commissioners Burden, Bauer, Bushway, Fischer, Gray
Nay: None
Abstain: Commissioner Zachritz
Absent: Commissioner Cooper

D. Planning Commission Regular Monthly Meeting – May 6, 2009

Motion: To approve the minutes of the May 6, 2009 Planning Commission meeting as amended.
By: Commissioner Gray
Second: Commissioner Zachritz
Aye: Commissioners Bauer, Bushway, Fischer, Gray, Zachritz
Nay: None
Abstain: Commissioner Burden
Absent: Commissioner Cooper

Zoning Administrator's Report

A. June 2009

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

B. July 2009

Administrator McGregor presented his written report. He noted that at the October 7, 2009 Commission meeting they will need to take action on the Lovettsville Town Center Preliminary Plat for Sections 2, 3, and 4. He explained that this step is primarily infrastructure related and is a by-right application. Public hearings are not required and this will not go before Council.

Action Items

There were no Action Items on the agenda.

Discussion Items

There were no Discussion Items on the agenda.

Information Items

There were no Information Items on the agenda.

Comments from the Mayor and the Commissioners

Chairman Zachritz called for comments from the Mayor and the Commissioners.

Mayor Walker stated that she will be ringing the bells at St. James Church on Friday, September 11th to honor each of the four planes that were hijacked on September 11, 2001.

She also reminded those present that the next Movie in the Park is this coming Friday. She reported on Mr. Morgan's presentation to the Town Council concerning Civil War Sesquicentennial signage and that the Council had agreed to go forward with the project.

Chairman Zachritz called for comments from the Commissioners.

Commissioner Fischer asked about Town ordinances concerning mowing and loitering and Manager Markel stated that there are no ordinances about either issue.

Commissioner Bushway mentioned the skate boarding problem at Beauty on Broad Way and was informed that Deputy Mertz-Myers has been informed of the problem.

Chairman Zachritz reported that he has submitted his resignation from the Planning Commission effective October 1, 2009. He explained that he will be traveling regularly and frequently for work over the next six months and that would cause him to miss about two thirds of the meetings. He hopes to come back to Town service when his travel commitments lessen.

It was also announced that Joanne Cooper regretfully resigned from the Planning Commission effective 5:00 PM today. Her family commitments make it impossible for her to attend most meetings.

Commissioner Bushway wished Chairman Zachritz the best of luck in his new work assignment and the rest of the Commission agreed. Commissioner Bushway stated that they are all sorry to see the Chairman leave the Commission, but they are proud to sacrifice him to the good work he will be doing.

Mayor Walker said that we are going to miss Chairman Zachritz's expertise and the professional way he conducts meetings. She stated that his leadership has brought so much to the Town and she is very proud to have him and his family in Lovettsville and of the work he is going to be doing.

Mayor Walker stated that the Town will place an ad to recruit new Planning Commissioners but emphasized that there is no time line because we still have five commissioners.

Public Comment

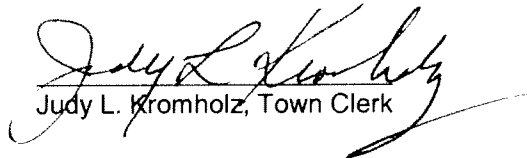
Commission Chair Zachritz called for comments from the public. There was none.

Adjournment/Recess

Motion: To adjourn the Planning Commission meeting of September 2, 2009.
By: Commissioner Burden
Second: Commissioner Fischer
Aye: Commissioners Burden, Bauer, Bushway, Fischer, Gray, Zachritz
Nay: None
Abstain: None
Absent: Commissioner Cooper

The Meeting was adjourned at 8:20 PM.

Respectfully submitted,


Judy L. Kromholz, Town Clerk

Date Approved: January 6, 2010

No Attachments