

Town of Lovettsville

Planning Commission Minutes of the November 1, 2017 Meeting

Call to Order/Pledge of Allegiance

Chairman Frank McDonough called the meeting to order at 7:30 p.m. The meeting was held at the Lovettsville Town Hall, 6 East Pennsylvania Avenue, Lovettsville, VA.

Present at Meeting

- Commissioner Chris Hornbaker
- Commissioner George Mayor
- Vice Chair Stephanie Wolf
- Commissioner Shiva Schilling
- Chairman Frank McDonough
- Commissioner Tom Ciolkosz (arrived at 7:45 p.m.)

Staff Present

- Planning Director/Zoning Administrator Josh Bateman

Pledge of Allegiance

Chairman Frank McDonough led those present in the Pledge of Allegiance.

Comments from the Public

There were none.

Additions/Deletions/Modifications to the Agenda

The following item was added to the agenda:

- B. Appointment of Zoning Administrator as the Clerk

Planning Commission Minutes

A. October 21, 2015

Motion: I move to approve the minutes of the October 21, 2015 meeting as presented.

By: Schilling

Second: Mayor

Aye: Mayor, Schilling, McDonough, Wolf, and Hornbaker

Nay: None

Abstain: None

Absent: Ciolkosz

Zoning Administrator Monthly Activity Report

There was no report.

Action/Discussion Items

A. LVZA 2017-0005: Amendment to Commercial and Industrial Zoning Districts

Mr. Bateman presented this item. The Planning Commission is being asked to schedule a public hearing for LVZA 2017-0005: Amendment to Commercial and Industrial Zoning Districts. Following discussion, Commissioner Mayor made the following motion:

Motion: I move that the Planning Commission authorize and schedule a public hearing on the enclosed amendment, Case Number LVZA 2017-0005, to Article I, Section 42-2 and Article VII on December 6, 2017.

Second: McDonough

Commissioner Hornbaker proposed amending the motion as follows:

I move that the Planning Commission authorize and schedule a public hearing on the attached amendment, with additional language including prohibitive uses to be presented at the public hearing, for case number LVZA 2017-0005 to Article I, Section 42-2 and Article VII on December 6, 2017. The proposed amendment to the motions was seconded by Vice Chair Wolf and passed unanimously with Mayor, Schilling, McDonough, Wolf, and Hornbaker voting in favor of the amendment. Chairman McDonough then called for the vote on the original motion as amended.

Aye: Mayor, Schilling, McDonough, Wolf, and Hornbaker
Nay: None
Abstain: None
Absent: Ciolkosz

B. Appointment of Zoning Administrator as the Clerk

Chairman McDonough said he was not ready move forward with changes to the Rules of Procedure at this time and suggested scheduling a work session; however, there was still an outstanding motion on floor from a prior meeting. Following discussion, Commissioner Hornbaker made the following motion:

Motion: I move to continue to postpone definitely the original request to address the Rules of Procedure changes, which includes the appointment of a recording clerk.
Second: Wolf
Aye: Mayor, Ciolkosz, Schilling, McDonough, Wolf, and Hornbaker
Nay: None
Abstain: None
Absent: None

Information Items

There were none.

Next Meeting

The next meeting of the Planning Commission will be held on December 6, 2017.

Committee Reports

Commissioner Ciolkosz said he will be presenting the Oktoberfest report at the November 16 Town Council meeting.

Commissioner Schilling gave an update on the Love Winter meeting and noted that the Light Up Lovettsville judging will take place on two nights, December 18 and 19, in conjunction with Lovettsville Volunteer Fire and Rescue.

Comments from the Mayor and Commissioners

There were none.

Adjournment

There being no further business before the Planning Commission, the meeting was adjourned at 7:56 p.m.

Respectfully submitted,



Harriet West, Town Clerk

Date Approved: December 6, 2017
Attachments:
None