

Town of Lovettsville

Minutes of the Planning Commission Regular Meeting September 28, 2016

Call to Order/Pledge of Allegiance

Chairman Frank McDonough called the Regular Meeting of the Lovettsville Planning Commission to order at 7:30 p.m. on September 28, 2016 at the Lovettsville Town Hall, 6 East Pennsylvania Avenue, Lovettsville, VA.

Pledge of Allegiance

Chairman McDonough led those present in the Pledge of Allegiance.

Present at Meeting

- Chairman Frank McDonough
- Commission Thomas Ciolkosz
- Commissioner Nate Fontaine (arrived at 7:51 p.m.)
- Commissioner Christopher Hornbaker
- Commissioner Joseph Mueller
- Commissioner Shiva Schilling
- Commissioner Stephanie Wolf

Staff Present

- Zoning Administrator Joshua Bateman
- Town Manager Laszlo Palko

Public Comment

Chairman McDonough called for comments from the public. There were none.

Additions/Deletions/Modifications to the Agenda

There were none.

Planning Commission Minutes

There were none.

Zoning Administrator Monthly Activity Report

There was no monthly activity report from staff.

Action/Discussion Items

A. LVSA 2016-0001: Omnibus Subdivision Ordinance Amendment – Public Hearing

Mr. Mueller read the rules for public hearings. Mrs. Wolf read the public notice. There were no comments from the public. Chairman McDonough asked if there was motion.

- Motion:** I move to forward Case No. LVSA 2016-0001 as presented to the Town Council with a recommendation for approval.
- By:** Commissioner Mueller
- Second:** Commissioner Hornbaker
- Aye:** Commissioners Mueller, Shilling, Ciolkosz, McDonough, Wolf, and Hornbaker

Nay: None
Abstain: None
Absent: Commissioner Fontaine

Mr. Bateman explained why the authority to grant exceptions may be taken from the Planning Commission and given to the Town Council based on a recent Virginia Supreme Court case.

B. Comprehensive Plan Review

Mr. Bateman explained that he has updated chapters 3, 4, 5 and 6 based on the discussions during the previous meeting and will forward those to the Planning Commission shortly.

Mr. Hornbaker asked whether staff added language regarding alternative energy sources such as geothermal, wind, and solar. Mr. Bateman replied that he has not yet done that but will do so soon and email those changes to the Commissioners prior to the public hearing.

Mr. Ciolkosz discussed the need for the Planning Commission to invite the Town Council to attend the public hearing on the comprehensive plan amendment. Mr. Bateman indicated that he is willing to give a presentation on the amendment at the public hearing and stated further that the Town Council would likely need to hold several work sessions on the comprehensive plan amendment prior to its public hearing. He said that the suggestion was a good one. Mr. Ciolkosz stated that having the Council attend the Commission's public hearing would be a good way to have them ask questions and suggest changes before the Planning Commission votes on it. A discussion ensued about the efficacy of Mr. Ciolkosz's recommendation. Mr. Bateman summarized changes to the plan and said that he could schedule a public hearing at the Commission's October 19th meeting. The Planning Commission discussed the location of the meeting and the potential for public participation at the hearing. Chairman McDonough said that he would extend an invitation to the Council at the Council's meeting on October 6th.

Mr. Bateman summarized the amendment to the Introduction chapter. Mr. Ciolkosz said the second sentence of the second paragraph of the long-term vision regarding streetscape improvements is mostly complete and should say that the Town will complete those projects. Mr. Ciolkosz stated further that the statement about the Town not attracting big-box retail stores and large shopping centers is unnecessary, and Mr. Bateman said that it should perhaps say that the Town is not seeking nor likely to attract them. Mr. Mueller agreed and said that this provision is popular with Town residents. Mr. Bateman agreed to make the change. Mr. Ciolkosz said that the fourth paragraph stating the Lovettsville Town Center is nearing completion should be changed to say that Phase 1 is complete and 18,000 square feet of retail space has been constructed. Mr. Bateman agreed to make this change. Mr. Ciolkosz stated that the Lovettsville Town Center design referenced in the Introduction should not include the word "design" since the Town Green and Walker Pavilion have already been constructed. Mr. Bateman agreed to make that change and to change it to say that those facilities currently serve Town residents.

Chairman McDonough asked whether Commissioners had any changes to the Goals and Values. Mr. Mueller questioned Goal 3 regarding the creation of agricultural-based businesses and whether existing businesses are truly agricultural-based. He said rather that they utilize local agricultural resources. A discussion followed regarding whether certain businesses are agricultural-based, and Mr. Hornbaker suggested a change whereby the goal would encourage small businesses including those that use and sell locally-sourced products. The Commission agreed to this change without objection.

Chairman McDonough asked whether there were any changes to the values. There being none, he asked the same with respect to the Short History of the Town. Mr. Ciolkosz said that he did not think it belonged there, and a discussion followed about relocating this section to the beginning of the chapter. Mr. Bateman agreed to do so.

Information Items

Chairman McDonough complimented the Planning Commission on being 100 percent engaged during Oktoberfest. He noted the participation of various Commission members.

Next Meeting

Chairman McDonough announced that the next meeting is scheduled on October 5, 2016. He, Mr. Ciolkosz, and Mr. Mueller indicated they would not be able to attend the meeting. Mr. Bateman suggested that they hold off on meeting prior to the public hearing on the comprehensive plan on October 19th. A discussion followed on the last-minute changes proposed to the comprehensive plan, and the Commission agreed without objection to meet next on October 19th.

Committee Reports

Planning Commissioners reported on activities and happenings with respect to the various Town Council committees of which they are members.

Comments from the Mayor and Commissioners

Chairman McDonough reported that Mrs. Wolf and Mrs. Schilling recently attended the first session of Certified Planning Commissioner training in Richmond.

There being no further business, upon a motion from Mr. Hornbaker, seconded by Mr. Mueller, the Planning Commission voted unanimously to adjourn the meeting at 8:08 p.m.

Respectfully submitted,



Harriet West, Town Clerk

Date Approved: April 18, 2018

Attachments:
None