PLANNING COMMISSION MINUTES February 5, 2003

7:30 PM

Jamestown Library

The meeting was called to order at 7:36 p.m. and the following members were present:

Gary Girard Andrew Kallfelz

Betty Hubbard Victor Calabretta

Barry Holland

Also present:

Lisa Bryer, AICP – Town Planner

Cinthia Reppe – Recording Clerk

John Murphy – Attorney

Andrew Johnston – Engineer, Northeast Engineers and Consultants Inc.

George Gifford – Landscape Architect – The Gifford Design Group Inc.

Mary Meagher – Designer

Steven and Maria Leibhauser

I. Reading and Approval of Minutes from January 15, 2003

A motion was made by Commissioner Calabretta and seconded by Commissioner Kallfelz to accept the minutes with the following amendments:

On page 3 add the following two sentences before the last sentence; <u>Commissioner Brown</u> will be the Planning Commission representative for the Parking Committee.

Commissioner Kallfelz will be the Planning Commission representative for the Harbor

Commission. So unanimously voted.

II. Correspondence

1. FYI- Making Good Land Use Decisions - Received

III. Citizen's Non Agenda Item – nothing at this time

IV. Reports

a. Town Planner's Submitted Report

Town Planner Lisa Bryer reported on the minor changes the Town Council would like to make to the Proposed High Groundwater Ordinance.

Commissioner Brown arrives at 7:38 p.m.

This issue will be continued for the Town Council Meeting on Monday February 10th 2003

b. Town Committees

c. Sub Committees

V. Old Business

1. Cedar Lane Estates – 3 Lot Minor Subdivision – Change to Preliminary Plan Approval Attorney John Murphy introduced Engineer Andrew Johnston from Northeast Engineer Consultants and George Gifford, Landscape Architect from Gifford Design Group. The Planning Commission was presented with the new plans and a discussion ensued. Commissioner Kallfelz made a motion that was seconded by Commissioner Girard to approve the changes and amend the original Preliminary Plan approval as follows:

Reference the new Plan

- 1. Delete B. Conditions of Approval #6.
- 2. Delete under #8 last 2 sentences which reads; The applicant shall be permitted to submit a management plan for the buffer area at a later date subject to Planning Commission Approval. Notice of such a meeting shall be sent to representatives of the adjacent cemetary by the applicant;
- 3. remove the following from condition #10 provided that the Subdivision Suitability does not require reconfiguration of any lots or disturbance of the required vegetative buffer as required in 8 above;
- 4. Amend #11 to add "Sheet 1 and 2 the view corridor study shall be recorded with the final plat".

So unanimously voted.

VI. New Business

1. Slice of Heaven – Development Plan Review

Designer Mary Meagher presented the plans for enclosing part of The Slice of Heaven building. Ms. Meagher thanked Town Planner Lisa Bryer for her suggestions that were incorporated into the plans. The addition will be to the west of the building. There will not be any additional water service needed and no additional parking will be added. They committed to reuse of roof water through a cistern under the front porch area.

Commissioner Hubbard asked about the lighting on the outside of the building and was told the lighting will be internal. The signage will not change. Commissioner Girard would like to know the square footage building coverage of the lot.

A motion was made by Commissioner Hubbard and seconded by Commissioner Calabretta to grant the applicant approval of Development Plan Review. So unanimously voted.

Commissioner Girard asked the Planning Commission members to make sure they let the Planning Office or himself know if they will not be able to attend a meeting since we now need 4 people to make a quorum.

A motion was made by Commissioner Kallfelz and seconded by Commissioner Calabretta to adjourn the meeting at 8:27 p.m. So unanimously voted.

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Cinthia L. Reppe

This meeting was recorded on 1- micro-cassette