

Indian Head Planning Commission Meeting Minutes
Indian Head Senior Center
April 16, 2014

Rick Allen called the Planning Commission meeting to order at 7:00p.m. Members in attendance:

Rick Allen, Chairman
Warren Bowie
Mary Thompson
Wayne Higdon
Michael Pellegrino
Bryan Leslie
William Rau, Base Representative
Richard Parks, Zoning Administrator
Ryan Hicks, Town Manager
Andrea Brady, Clerk

Approval of Meeting Minutes for February 18, 2014 – Rick Allen requested a motion to accept the February 18 minutes as presented. Warren Bowie made a motion to accept the minutes as presented. Mary Thompson seconds the motion. Motion carried.

Approval of Joint Meeting Minutes for March 19, 2014 –Rick Allen requested a motion to accept the March 19 minutes as presented. Mary Thompson made a motion to accept the minutes as presented. Warren Bowie seconds the motion. Motion carried.

Zoning Ordinance – Richard Parks suggested that the Commission begin by finishing the review of Michael Pellegrino's suggested changes for use matrix. Everyone was in agreement that (4) should be deleted throughout the table. There were no issues with the suggested changes for 1.500. The Commission discussed the need for permitted with conditions (PC) verses special exception (SE). Michael Pellegrino stated that anything that is changed to PC on the table will require a list of conditions. Richard Parks explained that there are already existing conditions for a lot of the sections on the table in section XI, Supplemental Regulations and a lot of items that require a special exception such as a home occupation are handled at a staff level if they have no impact. The Commission discussed home occupations and emergency construction as two examples of uses that require SE. Mayor Scheessele suggested instead of having PC why not just make it a permitted use and Richard Parks agreed that for any use the Commission agrees to make PC instead of SE they should consider making it permitted (P) since it will be required to meet the conditions listed in order to be permitted anyway. The general consensus of the Commission is that they want to make the Zoning Ordinance more clear and concise so people will want to come to the Town and develop. Another concern is the costly process involved in a special exception. Town Clerk Brady explained how the process of a SE works. Richard Parks explained that the purpose of the SE is to allow people the opportunity to voice their concerns if it is a use that will potentially have an impact on others, such as a home daycare. Richard Parks will add verbiage to the ordinance to clarify that special exceptions such as certain home occupations can be handled at the staff level if they have no impact. Bryan Leslie suggested that everyone should look at the old table verses the suggested changes, and have a discussion on what might come up within the next two years to have an idea of what to focus on. Rick Allen asked for a motion to reset and go back to the original matrix. Mary Thompson made a motion to reset and go back to the original matrix, Warren Bowie seconds the motion, motion carried. Rick Allen asked Town Clerk Brady to email all of the Commission members the original

use matrix, and asked everyone to review the original matrix and the supplemental use regulations for the May meeting, and if anyone suggests a use be PC they need to provide the conditions they would suggest. Richard Parks will review and incorporate Michael Pellegrino's comments on the first nine chapters and call Mr. Pellegrino directly to discuss any questions.

Town Updates - Town Manager Hicks reported that a portion of the Connector Trail has been paved but it is not open to the public yet. Town Manager Hicks, Richard Parks, and Vice Mayor Rice have met with the Moose Lodge about their concerns about the Connector Trail multiple times and they have given their suggestion on how to fix the issue but they have not received a response from the Moose Lodge. Work on the Trailhead Plaza will possibly begin this month, but will definitely begin in May. Up the Creek Rentals is open. The State Highway Administration has finished their review of the Boardwalk project and they will be providing their comments. Washington Gas is putting in gas lines and they want to use the Ely law office as a staging area. Since this is not a permitted use the Ely family is scheduled to have a hearing with the Board of Zoning Appeals on April 30. Wayne Higdon asked where the line will run because the fire department has heating coils under their ramp. Town Manager Hicks said the line will run up the town hall side of the highway, he doesn't believe it will affect the ramp but he will verify that. At this point it seems that for residents to connect to the gas line it will be a costly process. No update on Grinder at this time. Brandon was interested in purchasing the old Ely law office to start an ice cream shop. The Ely's did not want to sell the property and instead want to lease it as a contractor's storage area. The Town Manager has been to several meetings between the Elys and the Sheriff's Department in reference to the old District 2 station. At this point it looks like it will possibly be opened for police use again such as detectives, a call center and emergency services with the option to purchase the property. Richard Parks and Mayor Scheessele attended a meeting for the Joint Land Use Study (JLUS). The purpose of the JLUS is to look at conflicts in land use and zoning between the base and the rest of the county. William Rau said the program was initiated back in 2009 by the Navy. The Department of Defense is looking for compatibility and understanding of what is going on at the base and in the community. The hope is to be strong with the 2017 BRAC comes around. NSF Indian Head is in the process of updating their master plan and hope to tie in with the Town's goals. The hope is to see the Town thrive. William Rau will be updating the Planning Commission on the process at the following meetings. Town Manager Hicks and Mayor and Council met with Gary Hodge again to discuss his thoughts and ideas on economic development. There is money in the budget for someone to assist the Town with this. Rainbow Construction has started working on Strauss Avenue. Rick Allen spoke with Gary Hancock about his property and gave him Rainbow Construction's phone number. Mark from Rainbow asked what the Town would want to see done with the property and Rick Allen told him assisted living would receive a favorable response.

There being no further comments, Rick Allen adjourned the meeting at 8:09pm.

Submitted by:


Andrea Brady
Town Clerk

5/20/14
Date