



**MINUTES OF THE PLANNING AND ZONING COMMISSION
NOVEMBER 13, 2019**

Chairman Foltz called the meeting to order at 7:00 pm. Also, in attendance were Commission Members Larry Brown, Laura Blackwelder and Cynthia Greengold. Planning & Zoning Administrator Christopher Jakubiak, and Planning and Zoning Clerk Fran Addicott. Commission Member Robert Gray was absent.

I. APPROVAL OF THE PLANNING AND ZONING AGENDA.

MOTION: Chairman Foltz proposed to amend the order of the agenda, by moving the "Recommendation of the Water and Sewer Manual" item to be discussed after the approval of the minutes out of respect for Councilman Jaworski who attended the meeting and was present to help the Planning Commission with this matter. Mrs. Greengold moved to approve the amendment, seconded by Mr. Brown, all in favor.

II. APPROVAL OF THE PLANNING AND ZONING MINUTES FROM THE JULY 10, 2019 MEETING.

MOTION: Mr. Brown moved to approve the Planning and Zoning minutes from the July 10, 2019 meeting. Seconded by Mrs. Greengold, all in favor.

III. APPROVAL OF THE PLANNING AND ZONING/COMPREHENSIVE PLAN WORK SESSION MINUTES FROM THE SEPTEMBER 11, 2019 MEETING.

MOTION: Mrs. Blackwelder moved to approve the Planning and Zoning minutes from the September 11, 2019 meeting. Seconded by Mrs. Greengold, all in favor.

IV. APPROVAL OF THE PLANNING AND ZONING MINUTES FROM OCTOBER 9, 2019 WATER & SEWER MANUAL WORK SESSION.

MOTION: Mrs. Greengold moved to approve the minutes from the October 9, 2019 Water and Sewer Manual Work Session. Seconded by Mrs. Blackwelder, all in favor.

V. RECOMMENDATION TO THE MAYOR & TOWN COUNCIL ON THE DRAFT WATER & SEWER MANUAL.

Councilman Jaworski was present and thanked the Planning Commission for its input on the changes to the Water and Sewer Manual. He received comments from the Planning Commission and answered questions regarding impact fees and growth.

MOTION: Chairman Foltz requested a motion be made signaling that the Commission recommends forwarding the draft Water and Sewer Manual to the Town Council for adoption. Mr. Brown moved to forward the draft Water and Sewer Manual to the Town Council with favorable recommendation for Council adoption. Seconded by Mrs. Greengold, all in favor.

VI. ACCEPT CHARLIE FINK'S LETTER OF RESIGNATION FROM THE PLANNING AND ZONING COMMISSION.

The Planning Commission accepted Charlie Fink's letter.

VII. COMPREHENSIVE PLAN DISCUSSION – PARKS & OPEN SPACES

Mr. Jakubiak presented on the topic of planning for parks and open spaces. The Planning Commission agreed that it is very important to be specific about requesting that the Tennis Court at Beach Elementary School be retained when redevelopment design begins and be added to the Comprehensive Plan.

General consensus also centered on the development of a pier via an expansion of Veterans' Park, expanding Bayfront Park into the adjoining Natural Heritage Area, the development of Kellam's Field into a major year-round Community Park and tourist destination, the development of more mini-parks/tot-lots, building more bike paths, and amending zoning and subdivision regulations to require that future projects include open space for park land and recreational amenities.

VIII. PUBLIC COMMENT

Theresa York emailed her comments to Chairman Foltz and the Planning Commission because she had to leave the meeting early.

IX. ADJOURNMENT

There being no further business, the meeting adjourned at 8:45 p.m. on a motion by Mrs. Greengold. Seconded by Mr. Brown, all in favor.

Submitted by,



Fran Addicott, P&Z Clerk