

Planning Commission Meeting Minutes

June 15, 2015

Planning Commission Members Present: Dick Oliver, John Stefani, Joe Conway, Dave Wilson, George Reese, Carol Stevenson (Town Council Liaison)

Other Attendees: Robin Laura, Frank Brady (Miken Builders), Joe Hinks, Dee Burbage

The meeting was called to order at 10:30 am by Dick Oliver.

George Reese was sworn in as a Planning Commission Member by Dee Burbage.

Public Hearing to combine Lots 76 and 77 at 28 Peterson Drive

Robin Laura's application to combine Lots 76 and 77 on Peterson Drive was discussed. The survey drawing showed the rear deck infringed on the rear setback and Joe Hinks stated that the deck was 8 inches to 1 foot above ground level. In addition, the shed located near the northeast corner infringed on the north side setback and the rear setback. The front porch steps protruded into the front setback.

The house was built in 1970 and the deck and shed were added in 2006. The front steps were not considered a violation of the setback, since the house was built before 1984. It was suggested that if the grade under the deck was raised so that the deck was within 6 inches of the ground, the location of the deck would meet Town Code requirements. The shed would have to be modified or relocated to meet Town Code setback requirements.

It was noted that the survey map showed the correct new side setback (15 ft) on the south side for a combined lot.

It was agreed that a letter of conditional approval would be written by Dick Oliver stating that the lot combination was acceptable provided that the setback issues with the deck and shed were resolved to meet Town Code and that a Certificate of Occupancy for the new planned construction would be contingent on meeting the setback requirements.

New Business

Joe Conway observed 3 boat lifts on one property and asked if the height of the lifts was limited by Town Code. Joe agreed to write a letter formally requesting the Town Council review the Code requirements for the number and size of boat lifts.

The Annual CDP Report to the State was drafted by Melvin Cusick. Planning Commission members were requested to review the draft and comment to Dick Oliver by Thursday, June 18.

Dick Oliver suggested beginning the 10 year update of the Comprehensive Development Plan (CDP) before the Town Survey is completed. Joe Conway commented that the State has updated the Municipal Development Strategy Checklist.

Sections of the CPD were assigned by Dick Oliver as follows:

South Bethany Website and 2006/2012 CDP.....John Stefani

Goals of the 2006/2012 CDP and Implementation Strategies.....Joe Conway

Summary of the Survey and South Bethany Today.....Dick Oliver

Land Use Plan.....Jack Whitney

Environment/Storm Water Management/Recreation.....Dave Wilson

Beach Issues/Cleanliness/Replenishment/Beach Accessibility.....Dick Oliver/George Reese

Canal Dredging and Maintenance/Wetlands/Town Hall and Police Facilities.....D. Wilson/J. Conway

Town Finances and Revenues.....J. Stefani/J. Conway

Streets and Parking.....Jack Whitney/Dave Wilson

Public Utilities.....Dave Wilson

With Whom SB Needs to Work/What Can SB Control/Priorities/Enforcement/Closing....Dick Oliver

Old Business

The issue of a paper vs electronic survey was discussed. Joe Conway commented that Google offers a free survey service that automatically updates results when new input is received from the survey takers. Dee Burbage said approximately 600 residents receive a paper copy of the Zephyr, and it was suggested that the survey could be mailed to those who receive a paper copy of the Zephyr and the rest could be sent electronic surveys.

Dick Oliver agreed to write a letter to the Communication Committee with cc to Town Council asking for support of this plan and to review Google Forms as a means to electronically send the survey.

The next meeting is scheduled for July 29 at 10:30am.

The meeting was adjourned at 12:37pm.