

**Planning & Zoning
Meeting Minutes
October 15, 2012**

ATTENDANCE: Michael Fortner, Pete Reich, Henry Barrett, George Jack, Director of Planning & Zoning Mary Ann Skilling, and Planning & Zoning Coordinator Dianna Battaglia.

Meeting called to order at 6:30 p.m.

APPROVAL OF MINUTES:

MOTION was made by Mr. Reich and seconded by Mr. Jack to approve the September 17, 2012 Planning & Zoning Meeting minutes as written. **All in Favor. Motion Passed.**

OLD BUSINESS:

General discussion continued for review of the Draft Chapter 74 Subdivision of Land. Current regulations date back to 1989 and need to be updated. Word by word review is not necessary as the document tends to be very technical. The Town engineer will review and provide comments back and the final draft will be sent to Cecil County for their input. The main objective is to verify all references to other regulations are correct for roads, sidewalks, etc. Things for consideration are some of the sidewalk designs had four feet and now are going to five feet for more room with wheelchairs and such. Actual visuals may be added to some sections to demonstrate the standards for different areas. In Town Center you may want to have wider sidewalks to allow for more room due to certain activities on the street or sidewalk café verses a sidewalk outside of downtown.

Determination was made that all members did not have the current version of the draft document. A color copy will be made this week for all members with an email sent out when ready for pick up by the end of the week. The font shown in yellow are still questions that need to be resolved; added items are shown in red.

Ms. Skilling will continue to research regulations to possibly add an administrative option for a simple subdivision or lot line revision. It is anticipated to have a finished document by February.

NEW BUSINESS:

Some necessary changes or corrections to the Zoning Ordinance have been noticed during review of Zoning Certificates over the years. A spreadsheet will be created listing each issue or problem, where it is located in the Zoning Ordinance, and suggested resolution, and will be provided to all members for review. Members are encouraged to provide suggestions for any other changes that may be noticed. Some revisions are needed to reconcile inconsistencies and others to continue the long-term vision for the community as guided by the Comprehensive Plan. Another revision is to the Table of Permissible Uses to combine all zoning districts together for each use on one page. Further review of the table will continue for those types of activities that may be planned for different areas.

Chapter 62 Landlord/Tenant regulations have been updated recently.

A copy of the memo from the Planning Commission with recommendation of no changes to signage regulations was given to each member. It is on the agenda for the work session tomorrow night for

discussion by the Mayor and Commissioners. It would be appreciated if you are able to attend the meeting for support of the recommendation.

Motion made by Mr. Jack and seconded by Mr. Reich to adjourn the meeting at 7:15 p.m. **All in Favor. Motion Carried.**

Respectfully Submitted,

Dianna M. Battaglia
Planning & Zoning Coordinator