

**CHESAPEAKE CITY PLANNING COMMISSION
REGULAR MONTHLY MEETING**

Minutes for
December 5, 2007
6:30 pm

Harry Sampson
Frank Hill, Chair
Lee Hutton
Bill Miners
Rich Taylor
Jim Koshmider, Interim Town Administrator
Bill Wilkers, Zoning Inspector

Frank Hill brought the meeting to order at 6:30pm

Approval of the minutes from November 7, 2007

Bill Miners made the motion to accept the minutes. Harry Sampson 2nd.

Vote: Aye – All in favor

Nay – 0

Motion carried.

Staff Reports:

Bill Wilkers, Zoning Inspector -

Report Attached

Jim Koshmider, Interim Town Administrator

Report Attached

ACTION ITEMS

1. 105 George Street. – Installation of brick pillars into existing fence line. Installation of clay paver patio, brick seat wall and pillars.

Lee Hutton made the motion to deny the application until applicant has received Historic Commission approval and the submission of updated drawings to match new application. Harry Sampson 2nd.

Vote: Aye – All in favor.

Nay – 0

Motion carried.

2. 100 George Street. – Remove 6X6 retaining wall and replace with Diamond retaining wall, install 12 X 12 paver patio and landscape area.

Bill Miners made the motion to approve application as submitted with the understanding that wall will be brick. Lee Hutton 2nd.

Vote: Aye – All in favor.

Nay – 0

Motion carried.

(Applicant advised that parking area is non-conforming and cannot be altered beyond plans provided.)

3. 105 George St. – Removal of 3 trees for parking area as shown on plot plan. Owner will replace 3 trees with 9 trees as requested.

Lee Hutton made the motion to approve the removal of three trees with the contingency that applicant provides the town with a letter from Mary Ann Skilling granting approval for the removal of three trees and applicant agrees to comply with recommended replanting. Bill Miners 2nd.

Vote: Aye – All in favor.

Nay – 0

Motion carried.

4. 500 Biddle St. – 24 X 24 Garage

Bill Miners made the motion to accept application with a 20 ft setback, demolition of two sheds and siding to conform to Chesapeake City Architectural Standards. Rich Taylor 2nd.

Vote: Aye – All in favor.

Nay – 0

Motion carried.

(Applicant advised that he would need to apply for a variance with the Appeals Board to use vinyl siding. 20 ft. setback is from the edge of sidewalk. Also advised that if tree is to be removed, approval of Critical Area Circuit Rider is required and 3 trees will need to be replanted on property.)

5. 406 George St. – Garage addition, frame pole building.

Lee Hutton made the motion to deny application based on set back requirements.

Rich Taylor 2nd.

Vote: Aye – All in favor

Nay – 0

Motion carried.

Rich Taylor made the motion to recommend to the Appeals Board their approval of a variance to rear setback requirements. Lee Hutton 2nd.

Vote: Aye – 3 - (Chair vote) Lee Hutton, Rich Taylor

Nay – 2 – Bill Miners, Harry Sampson

Motion carried.

(Applicant was advised to go to Appeals Board for variance within 30 days.)

6. 109 3rd St. – Replace windows – Replace missing and damaged gutter. Replace and repair exterior sheeting. No change in color, design, or size.

No vote required since this is a maintenance issue. Town to notify Mr. Poore.

7. 201 Lock St. – Demolish half of house for purpose of rebuilding with foundation.

Harry Sampson made the motion to approve demolition of old section of house. Bill Miners 2nd.

Vote: Aye – All in favor

Nay – 0

Motion carried.

8. 201 Lock St. – Rebuild old part of the house and install a crawl space foundation, according to attached floor plans.

Lee Hutton made the motion to approve the rebuilding of demolished portion of house contingent upon owner submitting a detailed plot drawing and builder to supply MHIC #. Bill Miners 2nd.

Vote: Aye – All in favor

Nay – 0

(Owner advised that a County Permit is required for all work.)

9. 618 Biddle St. – Remove rear porch and garage roof. Raise garage roof to level with existing house roof. Erect 1 story addition 50' X 26' on rear of garage.

Bill Miners made the motion to deny the application. Rich Taylor 2nd.

Vote: Aye – All in favor

Nay – 0

Bill Miners made the motion to recommend to Appeals Board to allow apartment as part of dwelling at size requested 1300 sq. ft. with the contingency that homeowner will have to pay Water and Sewer base rate for apartment. Lee Hutton 2nd.

Vote: Aye – All in favor

Nay - 0

(Owner advised that an accessory apartment in R-1 must be approved by Appeals Board. Size of apartment is larger than ordinance allows. Variance must be obtained from the Appeals Board. Appropriate permits for construction must be obtained from the County. Owner advised that Appeal must be filed in 30 days.)

10. George St. Overlook – Install 2 – 24” X 24” linked panels made of ½” thick pressure laminated in aluminum powder coated frames.

Rich Taylor made the motion to approve 24” X 24” panel at Beck’s Landing. Lee Hutton 2nd.

Vote: Aye – All in Favor

Nay – 0

11. Beck’s Landing. – Install 1 single 24” X 24” panel. Rail mounted or cantilevered on low profile bases. It will be made of ½” thick high pressure laminate in aluminum with powder coated bases.

Harry Sampson made the motion to approve 2 24” X 24” panels mounted on hand rails for George Street Overlook. Bill Miners 2nd.

Vote: Aye – All in favor.

Nay – 0

Previously Tabled Items

1. 208 Bank Street, C&D Canal House - #5 Install new 6” PVC sched 40 sanitary sewer at same location as existing from man hole to building, also install 6” check backflow shut off at man hole.

Bill Miners made the motion to continue this as item as tabled until review by town engineers and any other authority town deems necessary before re-applying. Lee Hutton 2nd.

Vote: Aye – All in favor

Nay – 0

(Item to remain tabled for VRS and possible MES review.)

2. 208 Bank Street, C&D Canal House - #6 Build new portico at 18'6" out from existing curb line, matching same "A" type roof over entrance.

Rich Taylor made the motion to approve construction of Portico at parking entrance at 208 Bank Street. Harry Sampson 2nd.

Vote: Aye – All in favor

Nay – 0

(Applicant advised that they must obtain appropriate permits from the County.)

3. 208 Bank Street, C&D Canal House - #7 Remove old roof structure at front entrance and install new "A" type roof and build handicap ramps, new concrete and stairs.

Bill Miners made the motion to approve the removal of old roof structure at front entrance and install "A" roof and build handicap ramps, new concrete and stairs. Lee Hutton 2nd.

Vote: Aye – All in favor.

Nay – 0

(Applicant advised that they must obtain appropriate permits from the County.)

4. 208 Bank Street, C&D Canal House - #8 Install new gas propane tanks east side of building to be anchored down by steel straps and 8" base (flood plain).

Bill Miners made the motion to approve installation of new propane tanks based on J. Joyce letter and approved design. Harry Sampson 2nd.

Vote: Aye – All in favor

Nay – 0

(Chairperson advised builder that proper County permits are required of town permit and that plan must meet the flood plain requirements.)

5. 208 Bank Street, C&D Canal House - #9 Install roof framing and roofing on south side, over-roof four A- frames as to plan.

Lee made the motion to approve roof framing and roofing on south side of building. Harry Sampson 2nd.

Vote: Aye – All in favor

Nay – 0

(Applicant advised that they must obtain appropriate County approval.)

6. 208 Bank Street, C&D Canal House - #10 Install cantilevered veranda deck on 2nd floor south, west, and east sides of building with 2 fire escapes according to plan.

Harry Sampson made the motion to approve cantilevered deck according to plan. Rich Taylor 2nd.

Vote: Aye – All in favor

Nay – 0

(Applicant advised that County Permits are required.)

7. 208 Bank Street, C&D Canal House - # 11 Remove and replace HVAC units on roof as to plans submitted Sheet M-1.

Rich Taylor made the motion to approve removal and replacement of HVAC units on roof according to plan with proper County approvals. Bill Miners 2nd.

Vote: Aye – All in favor.

Nay – 0

Tabled Items

8. 208 Bank Street, C&D Canal House - #12 Planning and Zoning Commissions requesting approvals of original note 1 to 14 and permit requests of 10 items delivered on 10/29/07.

(Tabled until Master plan issues are resolved.)

9. 605 Second Street, Chesapeake Inn Rest. – Tiki Bar Rooftop sign.

(Tabled until Sign Ordinance is amended.)

10. 605 Second Street, Chesapeake Inn Rest. – Temporary signs for 90 days – Deck is Open, Entertainment this weekend.

(Tabled until Sign Ordinance is amended.)

11. 605 Second Street, Chesapeake Inn Restaurant – Large Tiki Bar sign on roof top.

(Tabled until Sign Ordinance is amended.)

Other Discussion:

Planning Zoning Commission decided to vote at next meeting on replacement for Mary Lynn Huberty.

Adjourn: Bill Miners made the motion to adjourn. Lee Hutton 2nd.

Vote Aye – All in favor

Nay - 0