

**PLANNING COMMISSION
MINUTES
December 18, 2003**

I. ROLL CALL

Fred Walstrom	Present
Andrew Bowman	Present
Jack Deegan	Absent
Jeff Ford	Absent
Mary Ellen Hughes	Present
Sheryl McCleery	Absent
Pringle Pfeifer	Present
Peter Sears	Absent
Sara Smith	Present

Also present were City Planner Larry Nix and City Manager Fred Geuder.

The meeting was called to order by Chairman Fred Walstrom.

II. MINUTES

Motion by Pfeifer, seconded by Bowman, to approve the minutes of October 23, 2003, as presented. Motion carried.

III. PUBLIC COMMENT AND CORRESPONDENCE

None.

IV. NEW AND OLD BUSINESS

A. Review of Roof Repair Plan for Walstrom Marine—SPR-2003-10

Fred Walstrom stepped down from the chair for this item, and the chair was assumed by Sara Smith.

The City Manager explained that Walstrom Marine had suffered wind damage a couple of months earlier, which ripped off the roof of part of the west dock at their downtown location. While ordinarily this would be considered a repair, and not subject to Planning Commission approval, because the design had a somewhat different look, it was felt that the Planning Commission should review it.

Fred Walstrom explained that they were trying to upgrade the look of the building as part of the repair. It is their intent to design the look of the roof replacement to fit in with the elevation of their retail store, and to make it look like an old-time boathouse.

Walstrom also noted that the building would be subject to current design codes, for such things as snow load, etc. The old roof had been built many years before, when there were no building codes.

Planner Larry Nix said the replacement roof is really more in keeping with the spirit and the standards of the existing Waterfront Zoning Code. He did suggest that Walstrom bring back any lighting plan to the Commission, and Walstrom agreed to do so. Nix recommended approval of the plan.

Motion by Bowman, seconded by Smith, to approve SPR-2003-10, Walstrom Marine roof replacement and repair, as presented. Motion carried, Walstrom abstaining.

B. Update on Lighting at Bay Bluffs

The City Manager said that he and Nix were working with Bay Bluffs on the lighting issue. He noted that the contractor had placed accessories in two of the poles to limit the light, but both he and Nix felt it was still not acceptable.

The Commission also suggested that the poles are too high, and the City Manager said he would let them know this also.

The City Manager said he would keep the Commission informed.

C. Zoning Code Discussion—Accessory Buildings

The City Manager said he would like to have some discussion on accessory buildings so that Planner Larry Nix could draft a potential ordinance change.

The City Manager suggested several areas where he felt changes could be considered:

1. Consideration of whether accessory buildings in all districts could be used as Guest Quarters.
2. Consideration of a size limit for accessory buildings, perhaps 36x30 feet, with perhaps a different limit for R-1-A and R-1-E.
3. Consideration of a Second Story limitation of size, perhaps by limiting the kneewall to four feet for the second story, with a limit of the defined livable space.
4. A limit on the number of accessory buildings, for example if you had one garage, you might be limited to two other accessory buildings not exceeding 10x15 feet in size.

The Commission suggested that somehow the size of the main accessory building should somehow be tied to the size of the footprint of the principal house—a proportionality test, but still allowing an owner to have at least a 24x24 accessory building.

The Commission also discussed the rear lot coverage percentages allowed, and suggested that perhaps this should be lowered, which may also be a proportionality issue.

The Commission discussed whether or not accessory buildings should be allowed to house guests in all districts, or whether that opened it up to the possibility of rentals. No consensus was reached, but it was agreed it should be discussed with the dimensional issues.

Nix said he would draft some ideas for the next meeting.

D. 2004 Meeting Schedule

The City Manager reviewed the 2004 schedule, a copy of which is attached to these minutes.

V. MEMBER COMMENT

None.

VI. ADJOURNMENT

There being no further business, the meeting was adjourned. The next meeting is scheduled for Thursday, January 15, 2004.

Frederick W. Geuder, City Manager

**2004
PLANNING COMMISSION
MEETING SCHEDULE**

All meetings begin at 6:30 p.m., unless otherwise posted.

<u>Meeting Date</u>	<u>Site Plan Application Deadline, 12:00 noon</u>	<u>SLU, Zoning Change Lot Split Application Deadline, 12:00 noon</u>
Thursday, January 15	Monday, January 5	Tuesday, December 23
Thursday, February 21	Monday, February 9	Thursday, January 29
Thursday, March 18	Monday, March 8	Thursday, February 26
Thursday, April 15	Monday, April 5	Thursday, March 25
Thursday, May 20	Monday, May 10	Thursday, April 29
Thursday, June 17	Monday, June 7	Thursday, May 27
Thursday, July 15	Tuesday, July 6	Thursday, June 24
Thursday, August 19	Monday, August 9	Thursday, July 29
Thursday, September 16	Tuesday, September 7	Thursday, August 26
Thursday, October 21	Monday, October 11	Thursday, September 30
Thursday, November 18	Monday, November 8	Thursday, October 28
Thursday, December 16	Monday, December 6	Wednesday, November 24

All meetings will be held at the City Council Chambers, in City Hall, 160 Zoll Street, unless otherwise posted. Meeting cancellations, Special Meetings, and time or location changes will be posted at the City Hall, 160 Zoll Street.

Frederick W. Geuder, City Manager