

TOWN OF BOWLING GREEN

PLANNING COMMISSION MEETING

MINUTES

10-18-10

MEMBERS PRESENT: Chairman Martin Hauser, Chad Webb, Jean Davis, Matt Rowe, and Gene Self.

MEMBERS ABSENT: Armando Flores and Johnson Coleman.

OTHERS PRESENT: Town Manager/Zoning Administrator Stephen Manster, Town Treasurer Kathy McVay, Bill Webb and Daniel Webb.

The Chairman called the meeting to order at 7:00 P.M.

NEW BUSINESS:

ZP2010-29 Site Plan Review – Union First Market Bank – 211 North Main Street – Modified Davis Court Entrance - The ZA stated that Union First Market Bank was submitting a site plan to create a new entrance on Davis Court to the back of the bank. He stated that a copy of that plan had been sent to the membership for their review. He stated that the current entrance is not adequate and that the plan is to create a new entrance on Davis Court that would provide directional traffic flow. The ZA stated that it was an appropriate revision and that it had been sent to the Virginia Department of Transportation (VDOT) for their review. He stated that Caroline County has already reviewed the plans for erosion and sediment compliance and determined that no erosion and sediment or drainage measures were required. He stated the plan complied with Town parking requirements. Mr. Chad Webb stated that he would be excusing himself from discussion regarding this issue since he was involved with the firm, Webb and Associates, who has designed the project. Mr. Webb left the table and made no comments during the discussion of the issue. Mr. Bill Webb of Webb and Associates stated that Union First Market Bank’s goal in this request is to correct a situation with the entrance to the back parking lot. He stated that they had looked at several options and this plan was considered the best option to create a better entrance. Mr. Hauser asked about the issue of the lot line between the two properties and asked if an adjustment needed to be made. The ZA stated that the applicant had not requested a Boundary Line Adjustment yet and he stated that the two issues are related. The ZA asked that the Planning Commission consider approval of the site plan condition upon final approval from VDOT and the submission and approval of a Boundary Line Adjustment Plat and a Lot Line Vacation. The ZA stated that the request for the Boundary Line Adjustment could be handled by the ZA. The Planning Commission then discussed other issues and concerns with Mr. Bill Webb such as landscaping within the proposed island rather than having all concrete, and the extent to which the proposed island extended into Davis Court. Appropriate signage at the bank

Chairman _____

Clerk _____

entrance was also discussed. **On motion by Davis, seconded by Rowe, the Planning Commission voted to approve ZP2010-29 Union First Market Bank – Site Plan Review – Modified Davis Court Entrance with the following conditions: (2) that approval of the Site Plan be granted by VDOT; (3) that the plan be modified to incorporate more landscaping and green space especially in the proposed island; (4) that signage, especially directional signage, be designated on the site plan; and (5) a modification be considered to the island entrance on Davis Court. Voting Aye: Hauser, Davis, Rowe, and Self. Mr. Chad Webb did not participate or vote.**

Capital Improvement Plan - The ZA stated that the PWD Stanley and Chief Hoskins were not asked to attend tonight’s meeting due to the heavy workload this past weekend with the Harvest Festival. He stated that the development of a CIP would be placed on the agenda for the November meeting. Mr. Rowe offered several proposed Capital Projects for consideration to include a sidewalk extension down Chase Street, sidewalk on Maury Avenue and a better walkway between Caroline Square Shopping Center and the Bowling Green Plaza on West Broaddus Avenue.

MINUTES – SEPTEMBER 20, 2010 MEETING: **On motion by Self, seconded by Webb, the Planning Commission voted to approve the minutes of September 20, 2010 as written. Voting Aye: Hauser, Webb, Davis, Rowe, and Self.**

ZONING ADMINISTRATOR’S REPORT:

Facilities Tour - The ZA stated that a tour had been held with two Planning Commission members in attendance at the WWTP facilities. He stated that Mr. Self and Mr. Rowe had attended. Mr. Self and Mr. Rowe expressed appreciation to Mr. Stanley for the informative tour and his knowledge of the water and sewer system. The ZA stated that if other members would like to tour the facilities, please let him know and he would arrange a tour.

UNFINISHED BUSINESS: None.

INFORMATIONAL ITEMS:

Town Council Committee Reports - No reports.

ADJOURNMENT: On motion by Webb, seconded by Davis, the Planning Commission voted to adjourn at 7:45 P.M. Voting Aye: Hauser, Webb, Davis, Rowe, and Self.

Chairman _____

Clerk _____