

TOWN OF BOWLING GREEN
PLANNING COMMISSION MEETING

MINUTES

1-25-10

MEMBERS PRESENT: Chairman Martin Hauser, Eric V. Hinson, Johnson Coleman, Chad Webb, and Armando Flores.

MEMBERS ABSENT: Mark DeVita, and Meg Wattiker.

OTHERS PRESENT: Town Manager/Zoning Administrator Stephen Manster, Town Treasurer Kathy McVay and Town Attorney Jean Kelly.

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

NEW BUSINESS:

Election of Officers for 2010: **On motion by Hinson, seconded by Flores, the Planning Commission voted to elect Martin Hauser as Chairman of the Planning Commission for 2010. Voting Aye: Hinson, Flores, Webb, and Coleman. Abstain: Hauser.**

On motion by Hinson, seconded by Flores, the Planning Commission voted to elect Chad Webb as Vice-Chairman of the Planning Commission for 2010. Voting Aye: Hinson, Flores, Hauser, and Coleman. Abstain: Webb.

MINUTES – November 16, 2009 meeting: **On motion by Flores, seconded by Coleman, the Planning Commission voted to approve the minutes of the November 16, 2009 meeting as written. Voting Aye: Hinson, Flores, Webb, and Coleman. Abstain: Hauser.**

UNFINISHED BUSINESS:

Bed and Breakfast and Special Events Facility: The ZA's report along with a zoning proposal is attached as Attachment A. He stated that the Town Council had referred some regulations to the Planning Commission regarding the matter of a bed and breakfast and a special events facility in an A-1 District. The ZA stated that the proposal was to define a bed and breakfast to have not more than six rooms and permit a bed and breakfast as a special use to the property in A-1 and residential districts in Town. He stated that it was also the intent to remove all outdated terms to include boarding houses, guest houses, etc. Webb raised a concern about the number of allowable rooms and suggested that 15 would

Chairman _____

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be a more appropriate number like the State Code allows. He stated that the allowable amount should be based on a case by case basis. Hinson stated that the ordinance was based on existing structures and the conversion of residential dwellings to accommodate a bed and breakfast as a secondary use to the property. Hauser stated that he felt a bed and breakfast needed to fit into the R-1 district and felt that a bed and breakfast with 15 rooms would be too large for that district. He stated that he didn't feel that we wanted something that large in Town and felt a 6 bedroom bed and breakfast would be sufficient. Webb stated that he was trying to look out for the landowners and their needs. Hinson stated that the use would be secondary to the property being a residence. Hauser stated that it was the job of the Planning Commission to consider guidelines and recommendations to the Bowling Green Town Council. He again stated that he felt that 15 would be too large for a residential district in Town. Hinson stated that a Public Hearing would have to be held at both the Planning Commission and Town Council levels. Webb asked about the requirements for effective screening. The ZA stated that since a special use permit is required for a bed and breakfast that the Planning Commission and Town Council would review those requirements. Town Attorney Jean Kelly stated that under special uses it allows localities to have more flexibility. The ZA stated that there are no current regulations regarding signage in an A1 District and that the current proposal addresses that. Webb asked that the section stating that a sign could not be erected within a street right of way or dedicated easement be removed. The proposal was amended and changed to read "only be located on the property of the advertised establishment." The ZA stated that a special events facility could be located in an A-1 District with a special use permit. He stated that the proposal included general standards and that the facility had to be located on a minimum of 2 acres. It also requires off street parking. There was discussion about events that had been held at Bowling Green Farm and the impact on the Town due to parking on the streets and adjoining properties. Hinson stated that it is important for the Town to protect its citizens and provide appropriate guidelines for facilities that impact the public. There was discussion about the use of the property by the property owner as a fundraiser for a non profit entity. There was discussion about the best definition for a special events facility and a definition was provided by the Town Attorney which is attached with Attachment A for inclusion in the proposal. Webb asked how parking would be monitored. He asked if secondary off site parking would be sufficient. Town Attorney Kelly questioned whether that might violate the parking requirements for the shopping center in the zoning ordinance. Hinson stated that since this would be a special use that each request could be addressed on a case by case basis. Webb asked about some of the language that was in the proposal and Town Attorney Kelly stated that the language was directly out of the State Code. Webb also asked about how often the Comprehensive Plan is updated. Hinson stated that it is normally update every five years. Town Attorney Kelly stated that the Comprehensive Plan should be reviewed in conjunction with each application. She suggested that the Planning Commission might want to require a Comprehensive Plan amendment with each application especially in cases of rezoning. The ZA stated that the Planning Commission had reviewed the proposal and that the next step was to hold a Public Hearing.

Chairman _____

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On motion by Flores, seconded by Hinson, the Planning Commission voted to advertise and hold a Public Hearing on February 22, 2010 at 7:00 P.M. at the Bowling Green Town Hall regarding the permitting of a bed and breakfast and special events facility in a A-1 District. The proposal and guidelines are outlined in Attachment A along with the definition attached for a special events facility. Voting Aye: Hauser, Hinson, Flores, Webb, and Coleman.

INFORMATIONAL ITEMS:

BGTC Representative's Report - Copies of the December 3, 2009 and January 7, 2010 reports (Attachment B and C) are attached to these minutes for reference.

ADJOURNMENT: On motion by Coleman, seconded by Webb, the Planning Commission voted to adjourn at 8:23 P.M. Voting Aye: Hinson, Flores, Hauser, Webb, and Coleman.

Chairman _____

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