

TOWN OF BOWLING GREEN
PLANNING COMMISSION MEETING

MINUTES

5-20-13

MEMBERS PRESENT: Chairman Martin Hauser, Vice-Chairman Matt Rowe, Armando Flores, Johnson Coleman, and Gene Self.

MEMBERS ABSENT: Jean Davis and Chad Webb.

OTHERS PRESENT: Town Manager/Zoning Administrator Stephen Manster (TM & ZA), Town Treasurer Kathy McVay and The Caroline Progress Editor Tim Cox.

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

QUORUM: A quorum was established by the Chairman.

NEW BUSINESS:

Comprehensive Plan - The ZA stated that there was no update at this time on the Comprehensive Plan. He stated that Chapter 4 would be discussed at the next meeting.

Pre-School – Bowling Green Baptist Church – The TM stated that in the packet was information regarding a proposed pre-school at Bowling Green Baptist Church on North Main Street. He stated that the school would offer programs for 3 & 4 year old children and that the maximum attendance would be twenty children. He stated the schedule of operations would be open 9 a.m. until noon Monday thru Friday. He stated that there would be no structural changes either to the interior or exterior of the building. He stated that the operation of a school is a by right permitted use in the R-1 Zoning District in the Town. He stated no special use permit would be needed. The proposal for the Pre-School is attached to these minutes as Attachment A. Mr. Self expressed a concern about outside play area and thought that it should be fenced in for security purposes. He stated that the safety of the children is the most important thing.

Pizza Hut – The TM stated that he had received plans for the renovation of the Bowling Green Pizza Hut on East Broaddus Avenue. He stated that plans did not include any increase in the square footage of the building and plans were for a complete renovation of the building to include new furnishings, new plumbing, new fixtures and the creation of a drive thru window for carryout pickup. He stated that it will be an interior and exterior upgrade and no action will be required of the Planning Commission for the project. Mr. Rowe asked if the business would be open during the renovation

Chairman _____

Clerk _____

and the TM stated he did not think so. Mr. Self asked if any parking spaces would be removed and how that would affect the required number of spaces needed for a commercial structure. The TM stated that there would be sufficient spaces left after the renovation to add the drive thru capability. There was discussion about the location of the drive thru and Mr. Manster showed the plans to the Planning Commission.

MINUTES:

The Chairman inquired about the minutes from the prior meetings and Mr. Manster stated they would be presented at the next meeting.

INFORMATIONAL ITEMS:

Bowling Green Town Council’s Representative Report - The TM stated that the FY14 Town Budget would be presented for approval at the June meeting.

ADJOURNMENT: On motion by Flores, seconded by Rowe, the Planning Commission voted to adjourn at 7:15 P.M. Voting Aye: Hauser, Davis, Flores, Coleman, and Self.

Chairman _____

Clerk _____