

MINUTES – 5-15-17

TOWN OF BOWLING GREEN
PLANNING COMMISSION MEETING

MINUTES

May 15, 2017

MEMBERS PRESENT: Chairman Valarie Coyle, Vice-Chairman Gene Self, Jean Davis, and Jeff Voit

MEMBERS ABSENT: Armando Flores (Two vacant positions)

OTHERS PRESENT: Mrs. Self

Chairman Coyle called the meeting to order at 7:00 PM and determined that a quorum of the Commission was present.

SITE PLAN REVIEW

Fire and Rescue – New Storage Building, 233 Broaddus Avenue, Bowling Green, VA 22427

Town Manager Reese Peck presented Sheet C-5B a proposed alternative Stormwater Management Plan and staff comments on the overall plan. After discussion Mr. Voit moved and Mr. Self seconded that the Fire and Rescue – New Storage Building at 233 Broaddus Avenue, Bowling Green, VA 22427 be approved with the following conditions:

- Sheet C-5B the alternative storm water management plan be implemented
- Add a "Signature Box" to the Cover Sheet to provide for approvals.
- Also on the Cover Sheet, in the area noted as "Site Data", the location of the project is listed as Caroline County - the location should be listed as "Town of Bowling Green"
- On the Cover Sheet (and other pages of the presentation) the Zoning of the property is noted as "Rural Preservation RP". There is no such zoning classification in Bowling Green. This note must be changed to "Residence, R-1".
- Please reference to the proposed height of the building either in stories or feet.
- On Page 2, Note 5, there is a reference to the Caroline County Code. This reference should be changed to the Code of the Town of Bowling Green. The same comment is made for Notes 6 and Note 7.
- On Page 2, Note 21, there is a statement that changes must be approved by the owner and WW Associates. I suggest that the Town of Bowling Green be added as an approving authority.
- The drawing on Page 2 also notes that the zoning of the property is RP. This needs to be changed to R-1.
- On Page 3, Note 3.4.1, I suggest that the Town of Bowling Green also be included in this granting of "permission" (this would automatically include our inspector).

- On Page 4, Page 5 and Page 6 there are other presentations stating RP zoning which need to be changed.
- On Page 7, Note IV states that the submission is made to Caroline County. The note should refer to "County staff" or the "Town of Bowling Green". The Town is the responsible entity.

REZONING CASE

Town Council requested the Planning Commission set a public hearing date on the proposed rezoning of 17518 AP Hill Boulevard from R-1 to B1 and to report back its recommendation to the Council for its July meeting. The Commission set the hearing date for June 19, 2017 at 7:00 pm in Town Hall and instructed staff to publish the required notices.

AirBNB

Town Manger Peck discussed with the Commission the Town Council's desire to register homestay lodging arrangements and to have this practice properly regulated and addressed in our zoning ordinances. Mr. Peck handed out background information on how the Town of Blacksburg handled this matter.

REPORT OF THE ZONING ADMINISTRATOR: Mr. Peck had no activity to report.

UNFINISHED BUSINESS:

Mr. Peck discussed the need for the Commission to finish their update of the Comprehensive plan in the near future. Additionally he noted that the Commission needs to start producing an Annual Report. The report will be based on the calendar year rather than the Town's fiscal year.

TOWN COUNCIL REPRESENTATIVE REPORT: Ms. Davis reviewed with the Planning Commission the Council's desire to develop a Community Pride Program in order to spruce up the Town by encouraging residents and businesses to keep their yards properly maintained and garbage receptacles properly stored.

There being no further business to come before the Commission, on MOTION by Mr. Voit , seconded by Mr. Self, and by 4-0 vote, the Planning Commission meeting was adjourned.

Approved: Valarie Coyle, Chairman

Submitted: A. Reese Peck, Town Manager