

Planning and Zoning Commission

April 7, 2016

The April 7, 2016 meeting was called to order by Commission Chair, Rogers Clements at 7:00 PM in Town Hall. Present were Rogers Clements, Ursula Boudart, Kenneth Confalone, Town Commissioner representative Andy Thompson, Town Administrator Wib Pumpaly. Member David Jarinko was absent. During the meeting Ms. Rebecca Mann, Code Enforcement Officer for Charlestown arrived.

The minutes could not be approved because of Mr. Jarinko's absence.

**Old Business** – None

**New Business** –

16-11 465 Chesapeake Road, Jeff Gobble, shed This permit was approved but tabled until the Gobblers actually took possession of the property. They have now done so and the permit can be signed for them to pick up.

16-12 101 Edgewater Avenue, Ira Mains, replace roof This is a trailer that was converted into a structure. The roof is caving in and Ms. Mann had contacted them. They have agreed to fix the roof. No one lives in the residence. The neighbors are going to help them. They will need a county permit. Mr. Confalone moved to approve, seconded by Mr. Clements. Approved 3-0.

16-13 335 Frederick Street, William Metcalf, shed and retaining wall The shed is owned by Mr. Metcalf but located at a different address. He desires to relocate the shed to this property. The retaining wall is necessary to set the shed level. Mr. Clements moved to approve, seconded by Mr. Confalone. Approved 3-0.

16-14 137 Cool Springs Road, Richard Tate, solar panels HOA approval is in the packet. Ms. Boudart moved to approve, Mr. Confalone seconded. Approved 3-0.

16-15 131 Steamboat Court, Richard Tate, solar panels HOA approval is in the packet. Mr. Confalone moved to approve, seconded by Mr. Clements. Approved 3-0.

16-16 419 Charlestown Place, Doris Hess replace privacy fence The existing fence is in a state of disrepair. This is part of the campground on the southeast side. The permit was reworded to state that the request is for replacing fence on the perimeter as needed. Ms. Boudart moved to approve, Mr. Confalone seconded. Approved 3-0.

16-17 7 Louisa Lane, Rogers Clements trees 16 x 16 storage area This permit has been approved by the Historic Commission. The fence was taken down from the property and will be moved to behind the garage to hide the propane tank and so forth. The trees will be replaced in kind at other locations. Mr. Confalone moved to approve, Ms. Boudart seconded. Approved 3-0.

16-18 119 Edgewater Avenue, Colisha Daniel & Vivint Solar, solar panels Mr. Clements moved to approve, Mr. Confalone seconded. Approved 3-0.

16-20 420 Louisa Lane, Terry Lee, in-ground swimming pool and deck (contingent on fence installation) Mr. Lee has more than enough land for this project's lot coverage. Mr. Confalone moved to approve, seconded by Mr. Clements. Approved 3-0.

16-21 335 Baltimore Street, David Gordon refurbish decking and rails This will also require a county permit because of the rails. Ms. Boudart moved to approve, seconded by Mr. Clements. Approved 3-0

16-22 132 Steamboat Court, Keystone Custom Homes, new home construction The house sits very close to the sidelines on both sides. The homebuilder should be advised that there is no room for shifting the home on the lot to stay within the setbacks.

### **Prior Approved Permits**

16-19 15 Schooh, Dennis Miller trees removal This was approved as per granted permission of such permits by the Code Enforcement Officer.

Mr. Pumpaly and Ms. Mann brought some thoughts to the Commission.

Ms. Mann requests that for minor permits Mr. Pumpaly and Ms. Mann be allowed to approve on the spot. This can already be done for tree removal. This would help with the time lag that could occur when someone is ready to do the work. Mr. Confalone stated the desire of the Planning and Zoning Commission to recommend to the Town Commissioners that they approve changes to the Planning and Zoning Code so that Town Administration can render minor permits on the spot subject to review at the next Planning and Zoning meeting, excluding Historic District permits. This is already addressed in the Code and would require no further work from the Commissioners. Mr. Thompson will take this request to the Commissioners.

Ms. Mann also brought a copy of a placard to be placed at the premises so that everyone would know that they had received a permit for the work being performed. These will be used starting right away.

Ms. Boudart moved to close the meeting, seconded by Mr. Confalone. Approved 3-0

Respectfully submitted,

Debbie Myers, Town Clerk