

MINUTES OF THE STRASBURG PLANNING COMMISSION MEETING HELD ON TUESDAY, NOVEMBER 16th, 2021, AT 7 P.M. IN THE COUNCIL CHAMBERS OF THE STRASBURG TOWN HALL.

PLANNING COMMISSIONERS PRESENT: Chairperson Flanagan, and Commissioners Dean, Nicholson, Poling, Rhodes, and Council Member Reynolds. Absent: Commissioner Otis.

STAFF PRESENT: Planning & Zoning Administrator Pambid and Substitute Clerk Stroop.

Chairperson Flanagan called the meeting to order and reviewed the agenda.

Approval of Agenda:

The agenda was approved by consensus.

Public Hearings (none):

Citizen Comments on non-agenda items:

Action Items:

Approval of Minutes:

1.) Approval of Minutes: Tuesday, September 28th, 2021

The minutes of the Tuesday, September 28th, 2021, Planning Commission Meeting were approved unanimously on a motion by Commissioner Dean and the second by Commissioner Nicholson.

Action Items:

1.) Use Matrices

Description: Commission's first opportunity for input into revision of use matrices

P&Z Administrator Pambid spoke about the document after passing out copies to each member of the Commission. He went over the UDO, the 4 digit codes, and different uses. He said that he and **former Town Manager Wyatt Pearson** reached out to the Berkley Group in assisting the staff with re-organizing the matrices. He asked the Commission what they want to see in the different zoning districts. Should there be any exclusions? What should the process for use include?

Chairperson Flanagan asked about the numbering system and what **P&Z Administrator Pambid** was proposing on the uses he had distributed to each member. **Commissioner Poling** asked if there was any use in the park. **P&Z Administrator Pambid** spoke about the proposal of the UDO being replaced with something easier to use and understand.

Council Member Reynolds had questions on some of the usages. On page 5, a crematory is not permitted in Community Commercial. Currently, Stover's Funeral Home operates a crematory in this district. Should we maybe have it "grandfathered" in? On page 6, it was suggested to have "Gas Stations" a by-right use in Planned Developments. She is not sure she agrees with this because she thinks there would be a lot of residential in that type of development. She thinks it would be better to have this in the Highway Commercial or make it by Special Use Permit. On page 7, a "Janitorial Business" is shown as not permitted in Community Commercial, but we currently have a cleaning service that has an office that zoning district. On page 8, "Office General" is permitted by-right in Medical and Institutional care. She said this is probably okay but wondered if uses in this district should be more restricted to medical and institutional uses to concentrate services. Several comments were made about uses from page 14. In regards to "Brewery or Distillery", she suggested permitting consumption on the premises only if we restrict heavier industry uses in the BP/LI especially considering **P&Z Administrator Pambid's** comments regarding light

manufacturing on page 17. Also, she thinks a car wash should be allowed by-right in the Highway Commercial district. **Council Member Reynolds** discussed parking (page 15). She thinks this was discussed as far as Planned Development, but she really doesn't like the suggestion for making this a by-right use in any zone. It is her understanding that ground level parking is not an efficient use of space. She would be more in favor of supporting a parking garage specifically as a permitted use either by-right or SUP. She feels it needs more discussion. **P&Z Administrator Pambid** said it would be a fee-based parking lot, and **Chairperson Flanagan** said he doesn't think a paid parking lot is necessary for this town. **P&Z Administrator Pambid** explained it is included in cases where a developer might want to have a parking deck instead of taking land for a lot. **Commissioner Poling** asked why it is required for units to have so many parking spots for a resident.

Council Member Reynolds feels a "Wayside Stand" (page 16) could be permitted in zones other than AR/RR but would like to see more notes from **P&Z Administrator Pambid** on this. **P&Z Administrator Pambid** said a wayside stand could be nothing more than a wooden structure off the right-of-way. The size of the stand would be the determination of the use; there may be a food standard for this.

Council Member Reynolds asked why a "Club" (page 19) could not be allowed in Planned Development. On page 20, "Cultural Facility", she could see a historical museum or heritage site going in an AG/RR or ER zone. She used the Frontier Culture Museum as an example. She suggested maybe adding "Social Services" (page 22) to the MFR district. Also, she does not agree with "Greenhouse Commercial" being taken out of ER.

P&Z Administrator Pambid encouraged all to take the handouts home and go over it thoroughly. **Vice-Chairperson Dean** asked if there were any specific items that staff couldn't come to an agreement on and needed the committee to focus on. **P&Z Administrator Pambid** said we want to be prepared for gaming and CBD production.

2.) Multifamily Residential in Community Commercial (CC)

Description: Discussion of letter from property owner requesting consideration of allowing multifamily residential use in the CC District

P&Z Administrator Pambid said this is response to a letter from a resident Mr. Shapiro who is requesting consideration of multifamily units. **P&Z Administrator Pambid** spoke with Mr. Shapiro this afternoon and he could not be here tonight but would like to come before the committee in December. **Chairperson Flanagan** asked why we would not want downtown apartments; he thinks this would help businesses. There are no storefronts on King Street so what does the town want. **Vice-Chairperson Dean** asked how this would affect the Historical District. **Council Member Reynolds** said we did want to compromise with storefront properties, we have standards, and concerns from residents.

Staff Updates: **P&Z Administrator Pambid** said staff has received no applications which will require a public hearing in December, but it is recommended to have a December meeting to continue UDO discussions and therefor requests consideration of December meeting date. The regular 4th Tuesday meeting falls on Tuesday between Christmas and New Year's which is prime vacation time. The recommended option is Thursday, December 9th; all were in agreement on this date. **Vice-Chairperson Dean** will run the meeting in the absence of Chairperson Flanagan.

Adjournment:

Vice-Chairperson Dean moved for adjournment; second by **Council Member Reynolds**. With no discussion, the motion passed unanimously, and the meeting adjourned at 7:55pm