

**TOWN OF NEWBURGH
PLANNING COMMISSION
MINUTES – May 5, 2016**

MEMBERS PRESENT: David Wills; Rick Hornbeck, Jim Moore; Bill Bell; Tammy Timmel; Jason Brown; Tom Bodkin
ADMINISTRATIVE PRESENT: Chris Wischer, Town Attorney; Christy Powell, Town Manager; Tavi Wydicks, Zoning Administrator

CALL TO ORDER

Tom Bodkin called the meeting to order.

MINUTES

Jason Brown moved to approve the December 21, 2015 minutes as presented. David Wills seconded the motion and the motion carried.

NEW BUSINESS

Approval of April and June Plan Commission Minutes

Chris Wischer stated that the minutes were completed verbatim by his legal assistant Rendie Koressel. Tom Bodkin questioned if the tapes for these meetings were available and Chris Wischer answered yes. Tom Bodkin stated that the current members of the Plan Commission were not part of the commission for either one of these meetings and recommended that the commission accepted the minutes instead of approving them. David Wills moved to accept the April 6, 2015 and June 1, 2015 Plan Commission minutes. Jason Brown seconded the motion and the motion carried.

UNFINISHED BUSINESS

Updated Zoning Maps

David Hynes stated that CEI was under contract to prepare two maps, an update to the zoning map and an update to the floodplain map. David Hynes stated that there were several items that need changed on the maps and recommended that the commission approve the zoning map and pass the recommendation to Town Council for acceptance. David Hynes stated that the floodplain map is an entirely new version. Tom Bodkin questioned if CEI was still working towards getting the Town zoning and floodplain maps set up in a GIS type system and David Hynes responded and said that CEI is working towards this type of system, but they have not reached that step just yet. Tom Bodkin stated that he recalls that FEMA changed the floodplain a few years ago, and David Hynes stated that FEMA updated the floodplain in 2012. Jason Brown moved to recommend to Council to approve the updated zoning and floodplain maps. Rick Hornbeck seconded the motion and the motion carried.

UNFINISHED BUSINESS

Master Plan Update

Chris Wischer provided the commission with a draft of a request for qualifications for the consultant that would assist the Town in preparing the comprehensive plan. Chris Wischer stated that the Town is required by statute to have a comprehensive plan for the existing and future development of the Town. Chris Wischer stated that the last comprehensive plan was completed in 2001 and has a 20 year planning period; however a lot of changes have taken place since 2001, so it is important that the Town begins the process to create a new comprehensive plan. Chris Wischer stated that the first step is to identify a consultant, so a request for qualifications would be advertised and consultants would submit their qualifications, then the Town would interview the consultants and determine which consultant would be the best fit. Chris Wischer stated that the commission will also need to discuss with Council the cost of the plan. Tom Bodkin recommended that the commission does not issue the request for qualification this month and carry it over to next month. Tom Bodkin asked Chris Wischer to discuss the budget for the comprehensive plan with Council. Christy Powell stated that finance committee will be meeting in the near future and will discuss the plan.

NEW BUSINESS

Zoning Ordinance Amendment

Tavi Wydicks stated that in 2013, the Town sent a letter to the Wittenbrakers stating that they were not allowed to have outside storage and that the Wittenbrakers needed to look at rezoning the property. Tavi Wydicks stated that the Wittenbrakers contacted here a few months back wanting to start the rezoning process. Tavi Wydicks stated that their property use does not fit into any other zoning code than their current C-2 zoning, so rezoning is not an option. Tavi Wydicks stated that the Wittenbrakers would like to have some minimal outside storage, however C-2 currently does not allow for any outside storage. Tavi Wydicks stated that the C-2 district has a lumber yard and landscaping businesses as allowable uses, so she was not clear on why the Town would prohibit outside storage with those types of uses. Chris

Wischer stated that the current zoning code, in the C-2 classification, has a provision that requires all storage to be held within enclosed buildings. Chris Wischer stated that this restriction does not appear in any other zoning code. The commission discussed the zoning ordinance commercial codes. Chris Wischer provided the commission with a proposed draft of the ordinance amendment. The commission discussed the amendment and asked for some of the wording to be changed. The commission agreed to have Chris Wischer redraft the amendment with the requested changes, and revisit the amendment at the June meeting.

REPORTS

Staff

Tavi Wydicks stated that for the months of January, February, March, and April; there have been a total of forty-five projects with a total value of \$1,138,040.00. Tavi Wydicks stated that sixty-eight permits have been issued and the total fees collected for these permits were \$3,575.57.

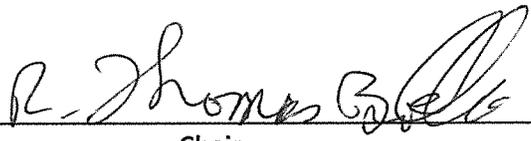
NEW BUSINESS

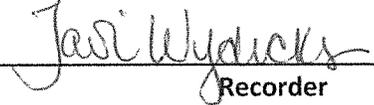
Address Assignment of Two Lots on Sycamore Street

Tavi Wydicks stated that a real estate agent called in last week requesting addresses for two vacant lots on Sycamore Street. Tavi Wydicks stated that there are two lots on the corner of Sycamore and First Street. Tavi Wydicks provided the commission with a map of the vacant lots with the addresses of the surrounding properties listed. The commission agreed that the addresses will be 410 Sycamore and 412 Sycamore.

ADJOURN

David Wills moved to adjourn the meeting. Jason Brown seconded the motion and the motion carried.


Chair


Recorder