

**COMMUNITY DEVELOPMENT  
AGENDA  
September 11th, 2017  
5:00 P.M.**

- I. Agenda Changes
- II. Adoption of Minutes
  - 1. August 14<sup>th</sup> 2017
  - July 10<sup>th</sup> 2017
- III. Crab Carnival Master Plan
- IV. Truck Parking Regulations
- V. Bed and Breakfast SUP2017 -02  
Erin Beebe/Larkin Garbee  
Public Hearing
- VI. Ordinance #03-2017, Electronic Signs  
Public Hearing
- VII. Bed and Breakfast SUP2017-03  
Hank & Janice Thorndike  
Authorization to Advertise
- VIII. Comprehensive Plan Update
- IX. General Information
  - 1 Food Trucks
  - 2 West Point Log
  - 3 Response to Town Council citizen Address
  - 4 Citizen Survey
- X. Town Council Agenda
- XI. Next Meeting: October 2nd, 2017  
(Changed Date Due to Columbus Day)
- XII. Adjournment

**ECONOMIC AND COMMUNITY DEVELOPMENT  
COMMITTEE MEETING  
September 11<sup>th</sup>, 2017**

Mr. Jack Lawson called the meeting to order at 5:00 P.M. Committee members present included Jack Lawson, Chairman; Deborah Ball, Paul Kelley and Gail Nichols.

Also present: Jim Hudson, Mayor; John Edwards, Town Manager; Karen Barrow, Town Clerk; Tim Sawyer, Building Official and Holly McGowan, Director of Community Development.

**I Agenda Changes**

There were no changes made to the agenda.

**II. Adoption of Minutes**

July 10<sup>th</sup> 2017  
August 14<sup>th</sup> 2017

Mrs. Ball made a motion to adopt the minutes of July 10<sup>th</sup> 2017 and August 14<sup>th</sup> 2017, seconded by Mrs. Nichols. Upon a unanimous vote, the motion was approved.

**III. Crab Carnival Master Plan**

Trip Wise stated that the footprint of the Master Plan will stay the same. The only change will be with the bands, the location this year for the bands will be on the Sibley property on Main Street next to the Downtown Business Center, the beer truck will be in front of the business center.

Mrs. Nichols made a motion to adopt the Crab Carnival Master Plan, seconded by Mrs. Ball. Upon roll call, Mrs. Ball, Mr. Kelley, Mr. Lawson and Mrs. Nichols all voted "Aye". The motion was approved.

**IV. Truck Parking Regulations**

Mrs. Edwards presented a draft Truck parking Regulation that was prepared by Town Staff and the Town Attorney.

Mr. Hudson suggested that the Truck Parking Regulations be placed on the Town Council Work Session for discussion.

The consensus of the Committee is for Truck Parking to be placed on the Town Council Work Session.

**V. SUP2017-02, Air Bed and Breakfast, Erin Beebe/Larking Garbee**

Holly McGowan advised the Planning Commission held a Public Hearing at the August 7<sup>th</sup> 2017 meeting and is recommending Town Council approve the request with conditions. The application has been advertised for a Public Hearing at the September Town Council meeting.

**VI. Ordinance 03-2017, Electronic Signs**

Holly McGowan advised that the Planning Commission held a Public Hearing for Electronic Signs and is recommending Town Council adopt Ordinance 03-2017. A Public Hearing has been advertised for the September Town Council meeting.

**VII. SUP2017-03, Bed and Breakfast, Hank and Janice Thorndike, Authorization to Advertise a Public Hearing**

Holly McGowan advised that the Planning Commission has reviewed a request from Hank and Janice Thorndike for a Special Use Permit to operate a long-term air bed and breakfast at 528 10<sup>th</sup> Street, West Point. Town Staff are requesting that Town Council advertise a Public Hearing at the October Town Council meeting.

The consensus of the Committee is for SUP2017-03 to be placed on the Town Council agenda for Authorization to Advertise a Public Hearing.

**VIII. Update on the Comprehensive Plan**

Holly McGowan advised that the Planning Commission are reviewing the Comprehensive Plan, the final draft will go to the Planning Commission at the October meeting when a request to advertise a Public Hearing will be made. I would like Planning Commission and Town Council to hold a Work Session before voting to adopt the Plan.

Mr. Lawson suggested that Ms. McGowan select a date for the Work Session and check to see who would be available for the Work Session.

**VIII. General information**

1 Fall Food Truck Series

Mr. Edwards advised there will be three Fall Food Truck events and reviewed the Fall Food Truck schedule, the vendors and the music.

Mr. Kelley asked how the wine sales are and would it be possible to have a beer truck.

Mr. Edwards advised that the Town has reviewed the ABC license requirements, an ABC license would need to be obtained by a civic group. The Winery carries an ABC license with the business.

Mr. Lawson advised that a beer truck changes the event and suggested that the Town keep the schedule as it is for the three fall events and review changes next year.

2 West Point Log Demolition

Mr. Edwards advised that Demolition of the old West Point Log building has begun and should be complete by the end of the month.

3 Response to Town Council Citizen Address

Mr. Lawson asked if the Town has responded to the complaints received at the Town Council meeting from Town residents.

Mr. Edwards advised that some of the complaints are not violations, but the Town has responded to the violations that fall under the Town Code.

4 Citizen Survey

Mr. Lawson asked what the status is on the Citizen Survey.

Mr. Edwards stated that Town Staff are working to have the Survey put on the Town's Web Site.

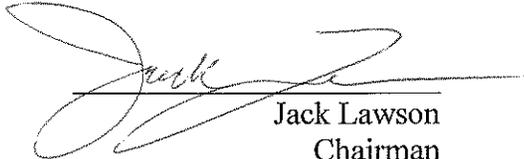
**IX. Town Council Agenda**

Mr. Lawson asked the Town Manager to place the Truck Parking Regulations on the Town Council Work Session agenda and place SUP2017-02, SUP2017-03 and Ordinance 03 on the Town Council September agenda.

**X. Next Meeting Date: October 2nd 2017**

**XI. Adjournment**

There being no further business, the meeting was adjourned at 6:00 P.M.

  
Jack Lawson  
Chairman