

**TOWN OF WEST POINT
PLANNING COMMISSION
AUGUST 2, 2017**

I. Call to Order at 5:02 p.m.

The West Point Planning Commission held its regularly scheduled meeting on Wednesday August 2, 2017. Chairman James Pruettt called the meeting to order.

Members Present: James Pruettt, Chairman
James Brockwell, Vice-Chairman
Stuart Daniel
James Hudson, III
Britney Ball
Mary Montague Sikes
James Vadas

Also Present: Holly N. McGowan, Director of Community Development
Shari Carnell, Recording Aide
Sydney Lassiter, Intern
Jacob Cheatham, Intern
Maddie Vest, Intern

II. Review of Agenda

Under new business the Special Use Application to authorize advertisement to operate a bed and breakfast submitted by Hank and Janice Thorndike was moved to item A and the presentation of the preliminary draft of the Comprehensive Plan was moved to item B.

III. Citizens Address the Commission

Chairman Pruettt opened the floor to any citizen to address the Commission. There being none the citizens address portion of the meeting was closed.

IV. Public Hearing

A. Public Hearing on Special Use Permit case # SUP2017-02 Erin Beebe/ Larkin Garbee

Chairman Pruettt opened the public hearing for the special use permit case #SUP2017-02, Erin Beebe/ Larkin Garbee bed and breakfast.

Erin Beebe/ Larkin Garbee submitted a special use permit application to operate a bed and breakfast at 403 Main Street. The property is located in the R-4 zoning district. A bed and breakfast is a permitted use in the R-4 zoning district with approval of a special use permit.

According to Mrs. Garbee 403 Main Street will be a vacation rental property. The intention is to attract tourist to the area to experience the Town of West Point, and local events. The bed and breakfast would be available for weekend rentals, as well as weeklong rentals. This residence was previously operated as a bed and breakfast. Ms. McGowan stated that this property has operated as a bed and breakfast in the past, however, two years have passed, and

the new owner of the property shall apply for a Special Use Permit to operate a new bed and breakfast. Special conditions were discussed. The dwelling shall be rented for short term weekends or weeklong rentals as a guest house or vacation rental. Advertising for the bed and breakfast shall be online. There shall be no off-premise directional signs advertising this business.

Chairman Pruett was concerned if food would be served in this establishment. Mr. Hudson stated that, "if allowed, the Planning Commission would not like for the bed and breakfast to become a restaurant serving food to outsiders."

Ms. Garbee responded that, "Guests would be responsible for their meals."

Mr. Daniel made a motion to recommend approval to Town Council of SUP2017-02, Erin Beebe/Larkin Garbee, Special Use application to operate a bed and breakfast at 403 Main Street with the following conditions. The dwelling shall be rented for short term weekends or weeklong rentals as a guest house or vacation rental. Advertising shall be online. There shall be no off-premise directional signs advertising this business. Food shall be the responsibility of the guest. Mr. Vadas seconded the motion. All in favor responded, "Aye". No one opposed. Motion carried. Public hearing for SUP2017-02 was closed.

B. Public Hearing on Text Amendment Ordinance #03-2017

Chairman Pruett opened the public hearing for text amendment ordinance #03-2017. The Community Development Director prepared a proposed language on electronic display signs for the Planning Commission to review and upon discussion make a recommendation for approval to Town Council.

The proposed language provides a definition for electronic display signs, allows electronic display signs as a permitted use in the B-1, SD-1, MU-1, and Industrial zoning districts, provided that a Special Use Permit shall be required. This language also removes permitted signs in the MHP district and the B-3 zoning district of Town Code.

Chairman Pruett closed the public hearing. Mr. Daniel made a motion of recommendation for approval of the text amendment to Town Council as written. Mr. Brockwell seconded the motion. All in favor responded, "Aye". No one opposed. Motion carried.

V. New Business

A. Case #SUP2017-03 Janice and Hank Thorndike Special Use Permit-Authorization to Advertise

Ms. McGowan presented the Planning Commission with a second bed and breakfast application submitted by Janice and Hank Thorndike case #SUP2017-03.

Mr. Daniel made a motion to authorize the Director of Community Development to advertise SUP2017-03, Hank and Janice Thorndike, Special Use Permit for the September 6, 2017 Planning Commission meeting. Mr. Vadas seconded the motion. All in favor responded, "Aye". No one opposed. Motion carried.

B. Presentation of Preliminary Draft of Comprehensive Plan

Ms. McGowan introduced the summer interns to the Planning Commission. Ms. McGowan explained how wonderful and rewarding it was to teach them about the many different aspects of our local government. Highlights of the Comprehensive Plan were presented to the Commission. The interns have researched and documented the Town, and have composed a rough draft of the new Comprehensive Plan for the Town of West Point. They also generated a new survey to gather information from citizens on their opinion of the Town. Each Planning Commissioner was provided with a copy of this draft and was asked to provide feedback.

VI. Committee Reports

Mr. Hudson reported that at the last Town Council, meeting Keith Hodges spoke about annual legislature of economic development in the Middle Peninsula. Mr. Hodges is also trying to allow credits for the sale of land, and forest credits. Mr. Hudson also stated that Mr. Hodges would also like to market credits for conservation easements on timberlands here.

Mr. Daniel reported that there was nothing to report for the BZA and Wetlands Boards.

Mr. Hudson then mentioned about the joint Town Council/ Planning Commission meeting that will take place on August 16, 2017 at 6:30 p.m. Mr. Hudson explained how the proceedings will play through. Planning Commission will still follow same protocol as any other meeting. After a recommendation is made to Town Council by the Planning Commission, and motion is carried, then Town Council will proceed as if it were a normal Town Council meeting.

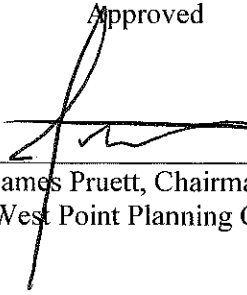
VII. Adoption of the Minutes

Mr. Vadas made a motion to adopt the minutes from the July 5, 2017 Planning Commission meeting. Mr. Daniel seconded the motion. All in favor responded, "Aye". No one opposed. Motion carried.

VIII. Motion to Adjourn

Chairman Pruett adjourned the meeting at 6:30 p.m.

Approved / /



James Pruett, Chairman
West Point Planning Commission

Commissioner's Terms

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