

**MINUTES
CITY OF CANANDAIGUA
PLANNING COMMISSION**

June 14, 2023

PRESENT: Chairman Stanley Taylor Commissioner Guy Turchetti
 Vice Chairman Anne Beyer Commissioner James Hitchcock
 Commissioner Richard Manley Commissioner Bonnie Dorschel

ABSENT: Commissioner Lindsay Van Deusen

ALSO PRESENT: Richard E. Brown, Director of Development & Planning

CALL TO ORDER

Chairman Taylor called to order the Regular Meeting of the City Planning Commission at 7:01 P.M.

APPROVAL OF MINUTES:

Chairman Taylor asked if anyone had any additions or corrections to the May 10, 2023 Meeting Minutes. Commissioner Manley moved to approve the minutes as submitted. Commissioner Dorschel seconded the motion, which carried by unanimous voice vote (6-0).

REVIEW OF APPLICATIONS

ITEM 01 **Application #22-337A: 343 North Main Street, REMAX REVOLUTION for Architectural Review to install signage. Applicant seeks modification to approval granted on November 09, 2022. (Tabled from March 08, 2023)**

David Young presented the application. He said there was confusion regarding a border around their signs. There was never supposed to be one. He asked for a courtesy to allow the signs to remain as is. Removing and reinstalling them may damage the brick.

Chairman Taylor said the rendering that was originally submitted with the application showed a border on both signs.

Commissioner Dorschel said the signs look larger without a border and not as nice.

Commissioner Manley asked if a frame could be installed around the signs. Mr. Young said the landlord is unlikely to approve of that option.

Chairman Taylor noted that several other signs the commission has approved for that area have been held to a high standard. This one should be no different. He does not feel it would be appropriate to allow the sign to remain as is .

Commissioner Hitchcock said he appreciates the other signs in the area, but he does not believe there was an intention to mislead anyone. The added expense and potential negative effect on the building could be avoided if the signs remain as is. The border is not 100% necessary.

Mr. Young pointed out that their previous signs had no border.

Chairman Taylor asked if there were any additional comments or questions. Hearing none, he called for a motion.

Commissioner Hitchcock moved that the Planning Commission Approve the application as submitted and presented.

Commissioner Turchetti seconded the motion, which *failed to carry* with a vote (3-3).

Commissioner Manley	Voting	YES
Commissioner Turchetti	Voting	YES
Commissioner Van Deusen	Absent	
Commissioner Hitchcock	Voting	YES
Commissioner Dorschel	Voting	NO
Vice Chairman Beyer	Voting	NO
Chairman Taylor	Voting	NO

Chairman Taylor asked for an alternate motion.

Commissioner Dorschel moved that the Planning Commission Deny the application as submitted and presented.

Vice Chair Beyer seconded the motion, which *failed to carry* with a vote (3-3).

Commissioner Manley	Voting	NO
Commissioner Turchetti	Voting	NO
Commissioner Van Deusen	Absent	
Commissioner Hitchcock	Voting	NO
Commissioner Dorschel	Voting	YES
Vice Chairman Beyer	Voting	YES
Chairman Taylor	Voting	YES

Chairman Taylor asked for a motion to table the application to allow an opportunity for a full panel of commissioners to review and vote on the application.

Commissioner Manley moved that the Planning Commission Table the application.

Vice Chair Beyer seconded the motion, which carried with a vote (6-0).

Commissioner Manley	Voting	YES
Commissioner Turchetti	Voting	YES
Commissioner Van Deusen	Absent	
Commissioner Hitchcock	Voting	YES
Commissioner Dorschel	Voting	YES
Vice Chairman Beyer	Voting	YES
Chairman Taylor	Voting	YES

ITEM 02 Application #22-120: 228 North Main Street, ROBERT MARVIN, for Historic Alteration to replace concrete wall and fence. (Removal of the wall was approved on June 22, 2022)

Robert Marvin presented the application via Zoom. He is proposing two styles of fencing. The side and rear yards would have the 6-foot aluminum privacy panels, and the front of the home, facing Main Street, would have wrought iron picket style fencing.

Vice Chair Beyer inquired about the color. Mr. Marvin said both would be brown.

Commissioner Manley suggested extending the wrought iron fence from the southeast corner to the end of the addition.

Mr. Marvin was open to the suggestion.

Chairman Taylor pointed out that the approval to remove the previous wall and fence included a condition to return with a proposal for a new wall and fence that closely matches the original. This application does not reflect that condition.

Commissioner Manley stated that the wall that was demolished was unattractive. He feels this is an acceptable compromise and it accommodates the neighbor's request for privacy, which was one of the goals.

Commissioner Turchetti mentioned the option of installing a wrought iron fence on a stone wall.

Chairman Taylor asked the commissioners to consider the appropriateness of the proposed fence for a home in the historic district.

Commissioner Hitchcock said that other homes in the historic district have wrought iron fences. He believes utilizing this style of fencing in the front of the home is not out of character. It is a good solution.

Chairman Taylor asked the applicant to confirm the landscaping plan, specifically the trees proposed for the southern and western property lines. Mr. Marvin said he may have to make a change to the trees planned for the south side. They may present a problem for the neighbors due to their growth rate. He is considering replacing them with shrubs that have shallow roots and a maximum height potential of 8 to 10 feet. The plan for the west and north sides will remain as is.

Chairman Taylor mentioned the blacktop that was to be removed at the rear gate. Mr. Marvin confirmed that this will be completed when the fence is installed, which is likely to be closer to October.

Chairman Taylor asked if a November 1, 2023 deadline is reasonable for the applicant. Mr. Marvin said it may be possible; however, he is uncertain when the fencing material will be delivered.

Chairman Taylor asked if there were any additional comments or questions. Hearing none, he called for a motion.

Commissioner Turchetti moved that the Planning Commission Approve the application as submitted and presented with the following conditions:

1. The eastern portions of the fence, facing Main Street, shall be a metal picket.
2. The color shall be brown for both the metal picket and paneled privacy fencing.
3. A target date for completion of the project is set for November 1, 2023.

Commissioner Hitchcock seconded the motion, which carried with a vote (5-1).

Commissioner Manley	Voting	YES
Commissioner Turchetti	Voting	YES
Commissioner Van Deusen	Absent	
Commissioner Hitchcock	Voting	YES
Commissioner Dorschel	Voting	YES
Vice Chairman Beyer	Voting	YES
Chairman Taylor	Voting	NO

ITEM 03 Application #22-177: 228 North Main Street, ROBERT MARVIN, for Historic Alteration to replace the roof. (Tabled from June 22, 2022)

Commissioner Manley motioned to remove the application from the table. Vice Chair Beyer seconded the motion, which carried with a voice vote (6-0).

Robert Marvin presented the application via Zoom. The existing roof is slate. He is proposing to replace it with a stamped metal with copper flashing.

Chairman Taylor asked if the material is shiny. Mr. Marvin said it has a sheen, but is more of an eggshell finish.

Commissioner Manley inquired about the shade of brown. Mr. Marvin indicated the shade is “T-Bone Blend”.

Chairman Taylor asked when the applicant intends to complete the project. Mr. Marvin said the materials are in stock and he expects it would be scheduled within the next two-weeks.

Chairman Taylor asked if there were any additional comments or questions. Hearing none, he called for a motion.

Commissioner Hitchcock moved that the Planning Commission Approve the application as submitted and presented.

Commissioner Manley seconded the motion, which carried with a vote (5-1).

Commissioner Manley	Voting	YES
Commissioner Turchetti	Voting	YES
Commissioner Van Deusen	Absent	
Commissioner Hitchcock	Voting	YES
Commissioner Dorschel	Voting	YES
Vice Chairman Beyer	Voting	YES
Chairman Taylor	Voting	NO

ITEM 04 (Public Hearing) Application #21-155: 134 North Main Street, WOOD LIBRARY, for Site Plan Review and Historic Alteration to install an outdoor, reading garden. (Approved June 8, 2021)

Jenny Goodemote, Executive Director, presented the application. Ted Liddell, of Bergman Architects, was also present. Ms. Goodemote mentioned some changes to the original design. They have added a rain garden and a door connecting the garden to the children's room. The five trellises spaced throughout have been replaced with a continuous 6-foot privacy fence.

Their current landscaping company will include the garden into their overall lawn maintenance schedule. The remainder of the time it would be maintained by volunteers.

Mr. Liddell described the lighting plan as a series of bollard lighting to match the existing bollards. It is intended to light up the space and the pathway.

Chairman Taylor opened the Public Hearing.

Karen Behlau and Neal Kromer, 144 North Main Street, came forward. Their property abuts the north side of the library. They asked for more details on the following topics:

- Proposed placement of the fence
- Adequate lighting to capture images on the security camera
- Benches that are proposed for an area where there have been previous disturbances
- Large, distressed pine tree, on the north side of the property
- Exit and entrance doors for the garden

Ms. Goodemote addressed Ms. Behlau's comments.

The fence will be placed 2-feet off the property line.

She is aware of the previous disturbances in the area outside of the garden where the new benches are proposed. There were picnic tables there previously, which have been removed. They have had no trouble since. There are also three existing benches on the property where there have been no issues.

They have attempted to treat the distressed pine tree, but unfortunately were not successful. It will be removed.

The concern about adequate lighting for the security cameras was addressed. There are currently two exterior lights above both Hamlin Room doors that provide additional lighting. A third light is to be installed over the new door, which will provide additional light to the area.

The doors off the Children's Room library and the Hamlin Room will become an entrance and exit for the garden.

Chairman Taylor asked if there was anyone else wishing to speak to the application. No one came forward.

Mr. Brown said no written comments were received. Chairman Taylor closed the Public Hearing and opened the discussion to the commissioners.

Commissioner Manley said the applicant has provided very detailed plans. He has no questions.

Chairman Taylor is in favor of the project. It is a productive use of the space and will be a real asset to the community.

Chairman Taylor asked if there were any additional comments or questions. Hearing none, he called for a motion.

Commissioner Dorschel moved that the Planning Commission Approve the application as submitted and presented.

Commissioner Turchetti seconded the motion, which carried with a vote (6-0).

Commissioner Manley	Voting	YES
Commissioner Turchetti	Voting	YES
Commissioner Van Deusen	Absent	
Commissioner Hitchcock	Voting	YES
Commissioner Dorschel	Voting	YES
Vice Chairman Beyer	Voting	YES
Chairman Taylor	Voting	YES

ITEM 05 (Public Hearing) Application #23-090A: 51 North Main Street, DAVID WHITCOMB, requesting a Special Use Permit to operate a Short-Term Rental from an existing apartment.

David Whitcomb presented the application. The property is his office. There is a one-bedroom apartment on the second floor with a separate entrance and a large parking area behind the building. There are parking spaces to accommodate up to 18 vehicles. He would like to offer the apartment as a short-term rental, mostly on weekends. He is present on the property on weekdays and often on weekends too.

Chairman Taylor noted that the property is not the applicant’s primary residence; however, he has applied for and received an area variance from the Zoning Board of Appeals for this requirement.

Chairman Taylor asked about maximum occupancy. Mr. Whitcomb answered two.

Chairman Taylor opened the Public Hearing. No one came forward.

Mr. Brown said one written comment was received from Adrienne Kantz and Kipling Goh, of 29 Gibson Street. They are concerned for the possibility of boisterous gatherings.

Chairman Taylor closed the Public Hearing.

Chairman Taylor asked if there is a balcony or porch in the rear that would encourage gatherings. Mr. Whitcomb said no; there is no outside space to utilize for that purpose.

Commissioner Turchetti asked if the parking lot is public or private. Mr. Whitcomb said it is private, but he allows the nearby church to use it for additional parking, if needed.

Chairman Taylor asked if there were any additional comments or questions. Hearing none, he called for a motion.

Commissioner Manley moved that the Planning Commission Approve the application as submitted and presented with the following condition:

1. There shall be no gatherings in the parking area.

Commissioner Dorschel seconded the motion, which carried with a vote (6-0).

Commissioner Manley	Voting	YES
Commissioner Turchetti	Voting	YES
Commissioner Van Deusen	Absent	
Commissioner Hitchcock	Voting	YES
Commissioner Dorschel	Voting	YES
Vice Chairman Beyer	Voting	YES
Chairman Taylor	Voting	YES

ITEM 06 Application #23-120: 93 Gorham Street, BRYAN MEYER, for Historic Alteration to construct a front porch.

Chairman Taylor recused himself from the application. Vice Chair Beyer assumed chairmanship.

Bryan Meyer presented the application. He is proposing to add a covered porch to his house. It currently does not have one. He has provided a photo of a porch on a nearby home that he would like to replicate. The existing brick steps and metal handrail would be removed. The new porch would be wooden, with the exception of the columns, which are to be Fypon, a fiberglass material. The entire porch would be painted to match the home.

Vice Chair Beyer noted that the existing sunburst window above the door would be obscured. Mr. Meyer said it would still be visible to pedestrians on the street.

Commissioner Manley has no issue with the proposal. It will look nice.

Commissioner Hitchcock said it seems consistent with the other neighborhood properties. It would be a nice addition.

Vice Chair Beyer asked if there were any additional comments or questions. Hearing none, she called for a motion.

Commissioner Hitchcock moved that the Planning Commission Approve the application as submitted and presented.

Commissioner Manley seconded the motion, which carried with a vote (5-0).

Commissioner Manley	Voting	YES
Commissioner Turchetti	Voting	YES
Commissioner Van Deusen	Absent	
Commissioner Hitchcock	Voting	YES
Commissioner Dorschel	Voting	YES
Vice Chairman Beyer	Voting	YES
Chairman Taylor	Abstain	

Chairman Taylor resumed chairmanship of the meeting.

ITEM 07 Application #23-121: 183 North Main, MARIANNE GALLAGHER, for Historic Alteration to replace the roof.

Marianne Gallagher presented the application. Her home has a metal roof that is currently leaking. It has been mended and painted many times over the years. She is proposing a metal roof with a Tuff Rib Panel profile, which is consistent with what is on the home now.

Chairman Taylor asked about the color. Ms. Gallagher said she has chosen “Black Frost” to coordinate with the trim on the house.

Chairman Taylor asked if the design is a standing seam. Ms. Gallagher said no.

Commissioner Manley pointed out that the existing roof is not a standing seam design.

The following finding has been noted:

- 1. The new roof would have a similar profile to the existing roof.

Chairman Taylor asked if there were any additional comments or questions. Hearing none, he called for a motion.

Commissioner Turchetti moved that the Planning Commission Approve the application as submitted and presented.

Commissioner Manley seconded the motion, which carried with a vote (6-0).

Commissioner Manley	Voting	YES
Commissioner Turchetti	Voting	YES
Commissioner Van Deusen	Absent	
Commissioner Hitchcock	Voting	YES
Commissioner Dorschel	Voting	YES
Vice Chairman Beyer	Voting	YES
Chairman Taylor	Voting	YES

ITEM 08 Application #23-127: 151 South Main, GATEWAY GRILLE, INC., for Historic Alteration to replace sign.

Jonathan Welch presented the application via Zoom. He is proposing a new sign for his business. He will use the same sign board, but change the color to coordinate with the new black theme on the building. It is to be installed between the two center windows. The existing lights would be replaced with new downward lighting.

Chairman Taylor asked if there were any additional comments or questions. Hearing none, he called for a motion.

Commissioner Manley moved that the Planning Commission Approve the application as submitted and presented.

Commissioner Dorschel seconded the motion, which carried with a vote (6-0).

Commissioner Manley	Voting	YES
Commissioner Turchetti	Voting	YES
Commissioner Van Deusen	Absent	
Commissioner Hitchcock	Voting	YES
Commissioner Dorschel	Voting	YES
Vice Chairman Beyer	Voting	YES
Chairman Taylor	Voting	YES

ITEM 09 (Public Hearing) Application #23-139: 04 Phoenix Street, OFF MAIN MARKET, requesting a Special Use Permit to operate a Carry-out Restaurant and Historic Alteration to install a projecting sign.

Denise Chaapel, property owner, represented the business partners, John Guattery and Pui Wudhapitak. They were the owners of the former Thai by Night restaurant. They are proposing to operate a carryout restaurant at this new location and will feature freshly prepared food to include Thai and international dishes, and curated grocery products, both ready prepared and fresh. There will be no indoor seating.

Their hours of operation will be Tuesday through Thursday from 10am to 5pm, and Friday through Saturday from 10 am to 6 pm.

They are proposing a projecting sign for the building. It will not be internally illuminated. Two gooseneck light fixtures will be installed on either side of the sign.

Chairman Taylor asked about colors. Ms. Chaapel said the sign will be black and white. The gooseneck lights will be black satin.

Chairman Taylor inquired about trash removal. Ms. Chaapel said there are totes available for their use.

Chairman Taylor opened the Public Hearing.

Mike Yarger came forward. He owns property across the street. He supports the application. He is excited and looking forward to the new business.

Mr. Brown said no written comments were received. Chairman Taylor closed the Public Hearing.

Commissioner Hitchcock inquired about hours of lighting for the sign. Ms. Chaapel said the owners would prefer that the sign remain lit, or at least until 10 pm.

Vice Chair Beyer stated that two different designs for signs were submitted with the application. She asked which is their preference. Ms. Chaapel said they would prefer the 3-foot-high, rectangular sign.

Chairman Taylor asked if there were any additional comments or questions. Hearing none, he called for a motion.

Commissioner Dorschel moved that the Planning Commission Approve the application as submitted and presented with the following condition:

1. Two gooseneck lighting fixtures, to be installed on each side of the sign, may be lit no later than 10 pm.

Vice Chair Beyer seconded the motion, which carried with a vote (6-0).

Commissioner Manley	Voting	YES
Commissioner Turchetti	Voting	YES
Commissioner Van Deusen	Absent	
Commissioner Hitchcock	Voting	YES
Commissioner Dorschel	Voting	YES
Vice Chairman Beyer	Voting	YES
Chairman Taylor	Voting	YES

ITEM 10 (Public Hearing) Application #23-140: 66 West Avenue (West Avenue Plaza), RAINBOW BRIDGE AQUAMATION, requesting a Special Use Permit to operate a mortuary.

Dudley and Katherine Purbeck presented the application. They would like to offer a water-based pet cremation service as an alternative to fire-based cremation. There are no emissions, and there is no noise or odor. It is a niche market which would add value to the community by bringing outside business to the area. The closest service of this kind is in Skaneateles, New York.

Their hours of operation would be Monday through Friday, 10 am to 6 pm and weekends by appointment. There will be no excessive traffic. They estimate approximately 10 transactions per day.

They believe they are compatible with other retail business in the plaza. They plan to offer urns, jewelry, shadow boxes, and other items related to pet cremation.

Chairman Taylor opened the Public Hearing. No one came forward. Mr. Brown said no written comments were received. Chairman Taylor closed the Public Hearing.

Commissioner Hitchcock asked if customers would use the front door to drop off their deceased pets. Mrs. Purbeck said yes, because there is no direct access to the back door. They will also be picking up the animals from customer’s homes and area veterinarian offices that they have a working relationship with. Mr. Purbeck further explained that the animals would be carefully screened from public view.

Vice Chair Beyer inquired about the length of time to perform a cremation. Mr. Purbeck said the process takes 18 hours. Vice Chair Beyer asked if it is safe to leave the equipment unattended. Mr. Purbeck said there are 7 sensors in place to shut the machine down if a leak is detected.

Vice Chair Beyer asked if the business would follow industry standards. Mrs. Purbeck said there are no state regulations for pet disposal.

Mrs. Purbeck described the process as a chemically neutral method. Nutrient-based water is the end result. Mr. Purbeck added that the water usage is low, with a maximum of 150 gallons.

Chairman Taylor spoke of the storefront condition. It is in disrepair. He asked if the façade is to be painted. Mr. Purbeck said they requested that cleaning up the façade be a condition of their lease.

Chairman Taylor mentioned the correspondence received from Michelle Hess, Chief Water Resource Recover Operator for the city. She reviewed the application and her only concerns are with organic content and pH. She has reached out to the Department of Environmental Conservation and the Skaneateles WRRF to inquire about their experiences with aquamation.

Chairman Taylor would like confirmation that the discharged water will not harm the watershed.

Mr. Purbeck said it is sterile and pH neutral.

Commissioner Manley has no concerns about compatibility, but would like to know the results of Ms. Hess’s inquiry. Chairman Taylor agreed.

Commissioners Hitchcock, Turchetti, and Dorschel also have no issue with compatibility and believe it would be an improvement to the plaza. Vice Chair Beyer pointed out that the plaza has been under-utilized for many years.

Chairman Taylor asked if there were any additional comments or questions. Hearing none, he called for a motion.

Commissioner Manley moved that the Planning Commission Table the application to allow for feedback from the Department of Conservation and the Skaneateles WRRF.

Vice Chair Beyer seconded the motion, which carried with a vote (6-0).

Commissioner Manley	Voting	YES
Commissioner Turchetti	Voting	YES
Commissioner Van Deusen	Absent	
Commissioner Hitchcock	Voting	YES
Commissioner Dorschel	Voting	YES
Vice Chairman Beyer	Voting	YES
Chairman Taylor	Voting	YES

ITEM 11 Application #23-148: 800 South Main Street, NEW YORK KITCHEN, for Architectural Review to display a commercial flag and a portable sign.

Seth Hilts, representative for New York Kitchen, presented the application via Zoom. They are seeking approval for a feathered flag that reads OPEN, and portable A-frame signs to indicate the areas that are for patron parking only.

Mr. Hilts asked if he could get approval for two portable signs, one for each entrance. Mr. Brown stated that only one portable sign is permitted.

Chairman Taylor reminded Mr. Hilts that flags must be set back 12-feet. He is concerned about maintaining the flag in an upright position, questioning the method in which the flags are installed.

Chairman Taylor asked if there were any comments or questions. Hearing none, he called for a motion.

Vice Chair Beyer moved that the Planning Commission Approve the application as submitted and presented with the following condition:

1. The flag shall be maintained in a totally vertical position.

Commissioner Turchetti seconded the motion, which carried with a vote (6-0).

Commissioner Manley	Voting	YES
Commissioner Turchetti	Voting	YES
Commissioner Van Deusen	Absent	
Commissioner Hitchcock	Voting	YES

Commissioner Dorschel	Voting	YES
Vice Chairman Beyer	Voting	YES
Chairman Taylor	Voting	YES

ITEM 12 Application #23-149: 312 Eastern Boulevard, LAKESHORE WINE & LIQUOR, for Architectural Review to display a commercial flag.

The applicant was not present. Mr. Brown described the application. They are seeking approval to display a single feather flag to promote their business. Their storefront is small and is set back from the street, limiting their visibility for drive-by exposure.

Chairman Taylor asked if there were any comments or questions. Hearing none, he called for a motion.

Commissioner Dorschel moved that the Planning Commission Approve the application as submitted and presented with the following condition:

1. The flag shall be maintained in a totally vertical position.

Commissioner Manley seconded the motion, which carried with a vote (6-0).

Commissioner Manley	Voting	YES
Commissioner Turchetti	Voting	YES
Commissioner Van Deusen	Absent	
Commissioner Hitchcock	Voting	YES
Commissioner Dorschel	Voting	YES
Vice Chairman Beyer	Voting	YES
Chairman Taylor	Voting	YES

ITEM 13 Application #23-159A: 811 South Main Street; SEAGER MARINE, for Architectural Review to display a portable sign and a commercial flag.

John Holland, business owner, presented the application via Zoom. He has submitted a design for the portable sign and flag they wish to display on their property.

Chairman Taylor asked if there were any comments or questions. Hearing none, he called for a motion.

Vice Chair Beyer moved that the Planning Commission Approve the application as submitted and presented with the following condition:

1. The flag shall be maintained in a totally vertical position.

Commissioner Manley seconded the motion, which carried with a vote (6-0).

Commissioner Manley	Voting	YES
Commissioner Turchetti	Voting	YES
Commissioner Van Deusen	Absent	
Commissioner Hitchcock	Voting	YES
Commissioner Dorschel	Voting	YES
Vice Chairman Beyer	Voting	YES
Chairman Taylor	Voting	YES

ITEM 14 Application #23-159B: 811 South Main Street; COHO PIZZA AND WINE BAR, for Architectural Review to display a portable sign and a commercial flag.

John Holland, business owner, presented the application via Zoom. He submitted a design for the portable sign and flag they wish to display on their property.

Chairman Taylor asked if there were any comments or questions. Hearing none, he called for a motion.

Vice Chair Beyer moved that the Planning Commission Approve the application as submitted and presented with the following condition:

- 1. The flag shall be maintained in a totally vertical position.

Commissioner Manley seconded the motion, which carried with a vote (6-0).

Commissioner Manley	Voting	YES
Commissioner Turchetti	Voting	YES
Commissioner Van Deusen	Absent	
Commissioner Hitchcock	Voting	YES
Commissioner Dorschel	Voting	YES
Vice Chairman Beyer	Voting	YES
Chairman Taylor	Voting	YES

ITEM 15 Application #23-159C: 811 South Main Street; SIDESHORE PRO SHOP, for Architectural Review to display a portable sign.

John Holland, business owner, presented the application via Zoom. He has submitted a design for the portable sign they wish to display on their property.

Chairman Taylor asked if there were any comments or questions. Hearing none, he called for a motion.

Vice Chair Beyer moved that the Planning Commission Approve the application as submitted and presented.

Commissioner Manley seconded the motion, which carried with a vote (6-0).

Commissioner Manley	Voting	YES
Commissioner Turchetti	Voting	YES
Commissioner Van Deusen	Absent	
Commissioner Hitchcock	Voting	YES
Commissioner Dorschel	Voting	YES
Vice Chairman Beyer	Voting	YES
Chairman Taylor	Voting	YES

ITEM 16 Application #23-160: 810 South Main Street; SHIP TO SHORE DELI, for Architectural Review to display a portable sign.

John Holland, business owner, presented the application via Zoom. He submitted a design for the portable sign they wish to display on their property.

Chairman Taylor asked if there were any comments or questions. Hearing none, he called for a motion.

Vice Chair Beyer moved that the Planning Commission Approve the application as submitted and presented.

Commissioner Manley seconded the motion, which carried with a vote (6-0).

Commissioner Manley	Voting	YES
Commissioner Turchetti	Voting	YES
Commissioner Van Deusen	Absent	
Commissioner Hitchcock	Voting	YES
Commissioner Dorschel	Voting	YES
Vice Chairman Beyer	Voting	YES
Chairman Taylor	Voting	YES

MISCELLANEOUS

ITEM 01 Status of proposed changes to the Short-Term Rental ordinance.

Mr. Brown gave an update on the progress for changing the Short-term Rental ordinance. There is currently a moratorium in effect for most residential zone districts. The Ordinance Committee and Planning Committee have met several times to discuss the concepts. There is a general agreement on the following:

- The specific rental unit must be the primary owner’s dwelling.
- Maximum of 30 days per calendar year permitted for renting.
- Two-year, renewable permit, subject to administrative review.
- Permit is revocable and would not transfer with the sale of the property.
- Short-term rentals permitted, without primary owner dwelling requirement, in Residential-Office and Residential-Industrial zoned districts.

City Council is currently composing the language for the changes to the ordinance, to prepare for a final review. A public hearing will be held. The Planning Commission will review the final proposal.

ADJOURNMENT

Commissioner Turchetti moved to adjourn the meeting at 9:56. Commissioner Manley seconded the motion, which carried with a unanimous voice vote (6-0).

Richard Brown
Director of Development & Planning

Stanley Taylor
Planning Commission Chairman