**Town of Walden**

Walden Planning Commission

Regular Monthly Meeting

October 26, 2023

l. **Call to Order** Tim Hancock called the meeting to order at 5:37 PM.

ll. **Roll Call**

Commissioners:

|  |  |
| --- | --- |
| ✓Tom Bartoo | Werner Slabber |
| ✓Angela Cassidy | ~~Bill Trohanis~~ |
| ✓Tim Hancock | ~~Lou Ziebold~~ |
| ✓Joe Robbins Jr. |  |

Staff:

|  |
| --- |
| ✓Ashley Gates, SETD |
| ✓Mariah Prescott, Town of Walden |
| ✓Ellen Young, Town of Walden |
| ✓Sam Elliott, Town of Walden  ✓Sally Cole, Town of Walden |

lll**. Adoption of the Agenda**

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| --- | --- | --- | --- |
| Changes to the Agenda:  No changes to the agenda | | | |
| Motion:  Motion made to adopt the agenda as written. | | | |
| M | Tom Bartoo | ✓ | Werner Slabber |
| 2nd | Angela Cassidy |  | ~~Bill Trohanis~~ |
| ✓ | Tim Hancock |  | ~~Lou Ziebold~~ |
| ✓ | Joe Robbins |  |  |

lV**. Consideration of the minutes**

a. Minutes of September 28, 2023

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| --- | --- | --- | --- |
| Changes to the minutes of  No changes to the minutes. | | | |
| Motion:  Motion was made to approve September 28, 2023 minutes. | | | |
| 2nd | Tom Bartoo | ✓ | Werner Slabber |
| M | Angela Cassidy |  | ~~Bill Trohanis~~ |
| ✓ | Tim Hancock |  | ~~Lou Ziebold~~ |
| ✓ | Joe Robbins |  |  |

V**. Town Administrator Report**

Mariah Prescott reported that at the October 17, 2023 Town Hall meeting the vote for Ordinance 2023-359 was as follows: Vice-Mayor Lizzy Schmidt moved to approve Ordinance 2023-359, but with the return of the 15,000 square footage cap for commercial buildings, seconded by Alderwoman Angela Cassidy. From public comments there were 40 for a 15,000 sq ft cap and 4 against.

Ordinance 2023-359 has now been sent back to the WPC for further review of the proposed amendment made by Vice-Mayor Lizzy Schmidt.

Vl**. Communication from Chair and Commissioners**

No communication from Chair and Commissioners.

Vll**. Hearing of persons having business with the Commission**

Jack Davidson spoke about rezoning application for 2902 Taft Highway. He was not aware of the application deadline and requested to be on the November WPC Agenda.

Vlll**. Unfinished Business**

1. Short-Term Vacation Rental Ordinance

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| --- | --- | --- | --- |
| Discussion:  WPC discussion on expanding owner-occupied short-term vacation rentals in R-1, C-1, A-1, E-1 in accordance with list of conditions, and both owner occupied and non-owner occupied in C-1, TC-R and TC-MU.  Staff proposed all STVR’s require a special use permit. | | | |
| Motion (if any):  Motion was made to adopt proposed STVR ordinance with list of conditions, amendment, and a recommendation for a 1-year review.  Amendments to allow owner-occupied STVR’s in R-1:   * Permitted on lots 5 acres or more * Insurance requirement with proof of a suitable endorsement * Limit of one per structure and one per lot | | | |
| 2nd | Tom Bartoo | M | Werner Slabber |
| ✓ | Angela Cassidy |  | ~~Bill Trohanis~~ |
| ✓ | Tim Hancock |  | ~~Lou Ziebold~~ |
| ✓ | Joe Robbins |  |  |

lX**. New Business**

1. Ordinance 2023-359 as amended by the Board of Mayor and Alderman to place a maximum building footprint of 15,000 square feet on commercial structures in the Town Center-Mixed Used zone.

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| --- | --- | --- | --- |
| Discussion:  WPC discussion on maximum building footprint of 15,000 square feet vs. maximum building square footage cap of 15,000 feet.  Tim Hancock explained findings and justification for proposing two, 30,000 square foot maximum footprints.  WPC findings and justification attached to these minutes. | | | |
| Motion (if any):  Section 4.05(2)(6), Special Uses Permitted is to be modified to add the following language in addition to the cap language proposed by the Board of Mayor and Alderman under Special Uses Permitted:   1. Single-use, single story commercial buildings shall be limited to a maximum footprint size of 30,000 square feet and limited to a maximum number of two within the Town Center. | | | |
| ✓ | Tom Bartoo | 2nd | Werner Slabber |
| X | Angela Cassidy |  | ~~Bill Trohanis~~ |
| M | Tim Hancock |  | ~~Lou Ziebold~~ |
| X | Joe Robbins |  |  |

1. Amendments to the Minutes of September 28, 2023

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| |  |  |  |  | | --- | --- | --- | --- | | Discussion:  Sam Elliot proposed adding the attendee list to each month’s minutes. | | | | | Motion (if any):  Motion made to attached attendee list to each month’s minutes. | | | | | M | Tom Bartoo | 2nd | Werner Slabber | | ✓ | Angela Cassidy |  | ~~Bill Trohanis~~ | | ✓ | Tim Hancock |  | ~~Lou Ziebold~~ | | ✓ | Joe Robbins |  |  | |

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| --- | --- | --- | --- |
| Discussion:  WPC discussion on maximum building footprint of 15,000 square feet vs. maximum building square footage cap of 15,000 feet.  Tim Hancock explained WPC findings and justification for proposing two, 30,000 square foot maximum footprints in TC-MU.  WPC findings and justification are attached to these minutes. | | | |
| Motion (if any):  Section 4.05(2)(6), Special Uses Permitted is to be modified to add the following language in addition to the cap language proposed by the Board of Mayor and Alderman under Special Uses Permitted:   1. Single-use, single story commercial buildings shall be limited to a maximum footprint size of 30,000 square feet and limited to a maximum number of two within the Town Center. | | | |
| ✓ | Tom Bartoo | 2nd | Werner Slabber |
| X | Angela Cassidy |  | ~~Bill Trohanis~~ |
| M | Tim Hancock |  | ~~Lou Ziebold~~ |
| X | Joe Robbins |  |  |

1. Amendment to the Minutes of September 28, 2023

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| |  |  |  |  | | --- | --- | --- | --- | | Discussion:  Sam Elliot proposed adding the attendee list to each month’s minutes. | | | | | Motion (if any):  Motion made to attached attendee list to each month’s minutes. | | | | | M | Tom Bartoo | 2nd | Werner Slabber | | ✓ | Angela Cassidy |  | ~~Bill Trohanis~~ | | ✓ | Tim Hancock |  | ~~Lou Ziebold~~ | | ✓ | Joe Robbins |  |  | |
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**Adjournment**

The meeting was adjourned at 8:10 PM by Tim Hancock.

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Walden Planning Commission Chair

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Walden Planning Commission Secretary