



Planning Commission Minutes of Work Session (2/15/2023)

A work session of the Planning Commission was held by Zoom teleconference on February 15, 2019. In attendance were commissioners Peter Nagrod, Georgette Cole, David Hix, Robert Johnson, and alternate Jonathan Dail. Jonathan Dail was a voting member at this meeting. Also in attendance were town residents Joan Mahaffey and Paula Puglisi.

Peter Nagrod, the chair of the commission, called the meeting to order at 7:32 PM and acted as chair of the meeting. Robert Johnson acted as secretary of the meeting.

The chair announced that a quorum of voting members was present and that the meeting, having been duly convened, was ready to proceed with its business.

Agenda: Georgette Cole moved and Jonathan Dail seconded a motion to approve the proposed agenda. Peter Nagrod requested adding an update regarding the property at 404 Fourth Avenue under Other Business. There being no objection, the proposed agenda was declared approved as amended.

Minutes of Previous Meeting: Peter Nagrod moved and Robert Johnson seconded approval of the minutes of the January 18, 2023 meeting as amended by Georgette Cole. The minutes were unanimously approved as amended, with Robert Johnson abstaining since he was not present at that meeting.

Updates on Action Items from Previous Meeting: The members discussed the following updates to the action items from the January 18, 2023 meeting:

- 1. Demolition by Neglect:** Georgette Cole has been reviewing the Montgomery County codes relating to demolition, particularly regarding permits for demolition of historic structures. The pertinent regulations are found in Chapter 24A, "Historic Resources Preservation – Regulations" and include approval of permits by the Historic Preservation Commission for work in historic districts. A discussion ensued regarding the effectiveness of the Montgomery County process to prevent "demolition by neglect." It was pointed out that there are two separate issues: demolition and demolition by neglect. There are several existing town ordinances relating to neglected and ill-maintained properties that could perhaps be useful in preventing demolition by neglect. Peter Nagrod offered to draft a recommendation to the town council regarding these existing regulations.
- 2. Consolidation of Lots:** Georgette Cole reviewed the Montgomery County codes relating to the use of a "minor subdivision process" to control combining lots and did not find them particularly helpful. A more useful approach might be to make minor edits to our existing Article XII, Subdivision Regulations, to include combining of lots. We also would need to clarify the definitions in Article VII, Zoning, regarding lots and lots of record. One approach might be to require all new construction to be on lots of record. Georgette Cole and Robert Johnson will consolidate their comments on this for the next working group session.

Discuss means of dealing with demolition by neglect: See discussion above.

Update licensing of rentals in WG: Peter Nagrod pointed out that we had previously determined that licensing of non-owned-occupied rentals is covered by county regulations and that licensing of owner-occupied rental by the town is not practical so this item is closed for now.

Finalize FY24 budget for submission to treasurer: Robert Johnson suggested including \$10,000 for surveys to include updating the map of the corporate limits and complete the surveys to better define town-owned land. Peter Nagrod recommended listing \$10,000 for surveys and an additional \$1,000 for the code enforcement officer. This recommendation was accepted by consensus.

New PC member: update: Peter Nagrod announced that Jonathan Dail was appointed to the commission to replace David Hix, effective following David’s last meeting which will be March 1, 2023. The commission expressed gratitude to David Hix for his service and welcomed Jonathan Dail to the ranks of full commissioners. Peter Nagrod also reminded the other commissioners that we should consider people to recommend as the replacement alternate commissioner.

Other Business:

- **Guardrail at 411 Grove Ave:** Peter Nagrod reported that the homeowners are still interested and that an estimate will be requested for installation of a wooden beam to replace the metal rail using the same posts. Requesting the estimate requires the approval of the mayor which has been requested.
- **404 Fourth Ave:** Peter Nagrod moved and Georgette Cole seconded a motion that we request an opinion from the town attorney regarding the applicability of the previous ordinance regarding sale of land adjacent to 404 Fourth Ave. The motion passed unanimously.

There being no additional business, the meeting adjourned at 9:40 PM.

Submitted: Robert N. Johnson