



Minutes of the  
Planning Commission Work Session  
March 15, 2023  
Approved April 19, 2023

Chairman Peter Nagrod called the meeting to order at 7:30 p.m. This meeting took place via ZOOM videoconference. In attendance were Commissioners Peter Nagrod, Georgette Cole, Christine Dibble, Jonathan Dail, and Robert Johnson; and HPC Commissioner David Stopak.

- 1. Approval of agenda:** Robert moved; Jon seconded. The agenda was amended to delete discussion of mansionization until a future meeting. Approved 5-0.
- 2. Approval of minutes from February 15:** Robert moved; Jon seconded. Minutes approved as presented 5-0.
- 3. Update of previous action items:** Christine checked other municipalities for regulation of flat roofs. She found little of use other than requirements your house look like neighboring houses. **ACTION ITEM: Our question for Marc Hansen should be "Is it possible to change our variances to be more flexible or are they mostly dictated by State requirements?"**

Peter stated that the DC ordinance for demolition by neglect is not going to be useful to us and should be removed from the list. Peter and Jon have reviewed a California technical guide pertaining to demolition by neglect and find that it is very similar to Section C of the HPC proposal. They feel we may want to evaluate the HPC proposal first.

Georgette and Robert shared a document with the initial wording changes to our ordinances to address combining of lots by adding it to the subdivision process. A relatively small number of other changes would be needed, Robert has identified several. Applying the process to NEW buildings rather than renovations will address some of our concerns. **ACTION ITEM: Georgette and Robert will go over the ordinances and compile a proposal of all changes needed to implement this.**

- 4. Dealing with vacant houses:** The last update in agenda item 3 led to David Stopak reviewing part of the HPC proposal. He pointed out that Montgomery County started requiring registration of vacant houses in 2019. This is in Chapter 26 and applies in town if we have the will to do it. The next step would be to bring a proposal to the Town Council with a process for registering vacant homes. Do we feel this could help toward controlling demolition by neglect?

We concluded it may depend on implementation of the HPC proposals. This led to a discussion of how to work on the HPC proposal. We divided the proposal into three sections:

- Process: advisory reviews, contingent reviews, subdivision reviews.
- Demolition by neglect, and
- Mansionization.

**ACTION ITEM:** We agreed that the April mid-month meeting would focus on Part 1. Bob Booher and David Stopak will be invited to discuss the HPC proposal with us with a focus on the process aspect.

- 5. Survey Areas for the current fiscal year:** **ACTION ITEM:** Peter and Robert will get a Master Plat organized for the next meeting to make a decision on how to proceed. Robert suggested the greatest need is to take the 1985 plat with its hand-drawn sections of boundary and have it officially redrawn by a professional surveyor.
- 6. Review Commercial Corner situation:** We reviewed what had happened after the BZA approved a special exception for the church now at 105 Washington Grove Lane. Our understanding is that John Compton, as Mayor, will deal with the situation when he returns from vacation. The mayor has maintained that the matter should be dealt with between the landlord and the unhappy tenant. Interestingly, Peter will be meeting with Tatiana Bell soon to discuss several Commercial Corner issues.
- 7. New PC member update:** Peter has spoken of it to one potentially interested individual. **ACTION ITEM:** Georgette will make sure the announcement seeking a new PC Alternate is in the April Bulletin.
- 8. Other business:** The contractor for the Reber family submitted permits for the new generator and associated fuel tanks. Peter signed off so the permits could go to Montgomery County DPS. This is consistent with what has been done in the past.

Christine Dibble brought up the fact that the HTML ordinances on the Town website are out of date. She also suggested that we need to determine conclusively if the PDF ordinances are up to date. We discussed possible ways of dealing with this. We agreed the use of paid assistance/contractors should be explored.

Meeting adjourned at 9:33 pm.

Submitted by Georgette Cole