

Centreville Planning Commission

January 20, 2021

7:00 p.m.

MINUTES

The January 20, 2021 Centreville Planning Commission meeting was called to order at 7:00 p.m. by Kara Voight, Chair, in the Liberty Building, second floor meeting room. The following members and staff were present: Kara Voight, Chair; Darren Brown, Vice Chair; Vachel Downes, Joseph Cichocki, and Tim Zuella, Members; Tim McCluskey, Town Council President; Steve Walls, Town Manager; Sharon VanEmburch, Town Attorney; Chris Jakubiak, Town Planner; and Betty Jean Hall, Administrative Assistant.

Chair's Announcements

Ms. Voight welcomed the Planning Commission's newest member, Tim Zuella and requested a brief background of him and the other members of the commission for introductions. Tim McCluskey introduced the members of Town staff and Council that were in attendance.

Review of Minutes from Previous Meetings

- a. Ms. Voight moved to approve the December 16, 2020 Planning Commission meeting minutes as amended. Mr. Cichocki seconded the motion, which passed unanimously.

Citizen's Comments

- Dan Worth, Commerce Street provided comments.

New Business

- Discussion – Zoning Text Amendments for Accessory Buildings – Chris Jakubiak, Town Planner
 - The nature of accessory structures has changed over time. It is typical to find a shed, small workshop or garage on a residential lot. They are supposed to be incidental to the principal use and structure. They are also supposed to be subordinate to the principal use or generally be smaller than.
 - Some codes provide some guidance, such as, an accessory structure can be no larger than 50% of the footprint of the principal structure. Currently in Centreville an accessory structure can be built 3 feet from the property line. This is a concern. The Zoning Ordinance also currently states no more than 30% of the lot can be covered with buildings.
 - Location, square footage and height restrictions and compatibility with the Design Standards were discussed.
 - A draft text amendment will be prepared by Mr. Jakubiak and presented to the Planning Commission to discuss at a future meeting.
- Ordinance 11-2020 – Text Amendment – Museums in the R-2 Zoning District – for review and recommendation to Council
 - Museums are currently not permitted by the Town Code in residential zones. There are existing parking standards for museums in the Code.
 - Mr. Jakubiak will draft two text amendments. One being to make museums allowed in the R-3 zone by special exception only. And the other to provide standards for institutional uses that apply to all non-single family residential units in an R-1, R-2, and R-3 zone. Bufferyards and lot sizes should be considered.

Old Business

- Comprehensive Plan – Schedule Update
 - March 3rd, April 7th and May 5th work sessions are being scheduled to work on the Comprehensive Plan.

Citizen Comment

- No citizens provided comments.

Council Member Report

- Mr. McCluskey stated there are still two alternate openings for the Planning Commission and welcomed Tim Zuella as the newest member.

Adjournment

There being no further business, Ms. Voight moved to adjourn the January 20, 2021 Planning Commission meeting. Mr. Cichocki seconded the motion, which passed unanimously. The meeting adjourned at 8:36 p.m.

Respectfully submitted,



Betty Jean Hall
Administrative Assistant

Action Items

- Approved the December 16, 2020 Planning Commission meeting minutes as amended.