

**Hamilton Planning Commission
October 14, 2009
Hamilton Town Office**

The meeting was called to order at 7:41 PM by Chairman Robert McCann. The Pledge of Allegiance was followed by Roll Call.

Present: Chairman Robert McCann, Vice Chairman Les Carlson, Mr. William Gallant,
Mr. Dimitri Kesari, Mr. Tom Rollins (7:48 PM)

Absent: Mr Russ Beal

Also Present: Ms. Maureen Gilmore – Town Attorney
Mr. David Beniamino – Zoning Administrator

Minutes

Mr. Kesari made a motion to adopt the September 9, 2009 Planning Commission minutes into record. Mr. Gallant made a second on the motion and the vote passed 4-0-2, (Aye: McCann, Carlson, Gallant, Kesari. Nay: none. Absent: Rollins, Beal).

Public Comment – none

Standing Committee Reports

Mr. Gallant distributed information for 2 upcoming events that all residents are invited to attend. The Bridge to Success Meeting in Purcellville on October 29, 2009 at 7:00 PM is for small business growth and will be held at the Carver Center. The Town Economic Development Meeting on October 28, 2009 at 2:00 PM will be held at the Hamilton Town Office. Mr. Gallant would like to see the development of a Small Business Association in Hamilton.

Old Business

Mr. Beniamino reviewed the email that was sent from Loudoun County Building and Development in regard to the Mann Subdivision request. Discussion was held between the Commission and Ms. Mann about the recommendations. Mr. Kesari made a motion to recommend approval by the Town Council of the Mann Subdivision Plat Request with a Staff review of item 12 to see if the change is acceptable for the Town. Mr. Rollins made a second on the motion and the vote passed 5-0-1, (Aye: McCann, Carlson, Gallant, Rollins, Kesari. Nay: none. Absent: Beal). This item will be reviewed at the December Town Council meeting due to timing requirements.

Comprehensive Plan work is still need and Mr. McCann would like a final review no later than November 11, 2009. November 4, 2009 at 7:00 PM was set as a Comprehensive Plan work session for the Planning Commission and Chairman McCann announced that he would like to present a final draft of the proposed Comprehensive Plan to the Town Council in December. Mr. Beniamino asked for the Commissioners to please email him the dates they are available for individual meetings, along with recommended changes.

New Business

The Town Council has recommended that the Planning Commission review and recommend changes for the Manufactured Housing Ordinance. Mr. Beniamino has reviewed the State Code and has written a proposed Text Amendment to Article 5, Section 11 of the Hamilton Zoning Ordinance. The proposed change would allow the replacement of a manufactured home with a new manufactured home providing it meets the current requirements of HUD (Department of Housing & Urban Development). Mr. Beniamino will prepare a staff report for review and discussion at the November Planning Commission meeting. Mr. Kesari made a motion to authorize a Public Hearing on November 11, 2009 at 7:00 PM for the proposed text amendment change to Article 5, Section 11 of the Hamilton Zoning Ordinance. Mr. Rollins made a second on the motion and the vote passed 5-0-1, (Aye: McCann, Carlson, Gallant, Rollins, Kesari. Nay: none. Absent: Beal.)

Mr. Kesari made a motion to authorize a review of Article 11, Section 5 of the Hamilton Board of Zoning Appeals at the Public Hearing on November 11, 2009. Text language changes have been made by the State Code which will allow the BZA to more easily justify and make decisions. Mr. Rollins made a second on the motion and the vote passed, 5-0-1, (Aye: McCann, Carlson, Gallant, Rollins, Kesari. Nay: none. Absent: Beal.)

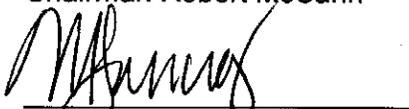
Informational Items

Ms. Gilmore asked the Commission to consider making a request to the Town Council for funding to allow a comprehensive Town Zoning Ordinance and Subdivision Ordinance review including recommended changes. Mr Beniamino explained that these are technical documents and there are 2 choices: 1) hire an outside company to review the current policies and recommend changes based on the direction of the Comprehensive Plan with a review by the citizens of Hamilton, the Planning Commission and the Town Council. 2) the work could be done by internal Town Staff but it would take tremendous dedication and time. Mr. Beniamino will collect information and present the estimated costs of hiring an outside company to the Planning Commission at the next meeting.

Mr. Kesari made a motion to adjourn at 8:32 PM.



Chairman Robert McCann



Ms. Mary Tussing, Recorder