

**MINUTES
HAMILTON PLANNING COMMISSION
REGULAR MEETING
MARCH 19, 2014**

A meeting of the Hamilton Planning Commission Regular Meeting was scheduled to convene at 7:00 PM with the following attendance:

PRESENT: Robert McCann, Chairman
 Russ Beal, Commissioner
 Lauren Hunt, Commissioner
 Les Carlson, Vice-Chairman
 Larissa Borst, Commissioner
 Dave Simpson, Council member
 Vacancy

STAFF: David Beniamino, Zoning Administrator
 Jennifer Helbert, Recorder

CALL TO ORDER:

Chairman McCann called the Hamilton Planning Commission Regular Meeting to order at 7:00PM.

APPROVAL OF MINUTES:

Commissioner Borst made a motion to approve the minutes of January 15, 2014 as submitted.

Motion: Commissioner Borst
Second: Commissioner Beal
Carried: 6-0 with Vacancy

PUBLIC COMMENT:

None Scheduled

REPORT OF OFFICERS:

None Scheduled

STANDING COMMITTEE REPORTS:

None Scheduled

NEW BUSINESS:

None Scheduled

OLD BUSINESS:

a) Review of Comprehensive Plan

Mr. Beniamino stated that last month he asked the Planning Commission to take a look at the Comprehensive Plan document. He stated that there are a few grammatical errors that he will be correcting in the document. He stated that he wanted to go over with the Planning Commission what has been going on over the last month. He stated that Council member Campbell had reached out to the Town's new engineer Jim Bishoff to discuss the possibility of sidewalk plans for the Town and possibly some grant opportunities for the Town. Mr. Beniamino stated that Mr. Bishoff made a presentation to the Town Council showing some of the things that he was able to do with the Town of Middleburg as far as grants and projects. The Town Council was interested in possible opportunities for the Town of Hamilton and asked that staff come up with plans showing existing sidewalks and possible connections to for a sidewalk network. Mr. Beniamino stated that he has been working with Mr. Bishoff on a plan and it appears that for budget purposes the Town is looking at approximately \$5,000 to inventory and digitize existing ariel photos to get layers to begin to put together a plan and hopefully pull that document into the Comprehensive Plan and begin to write some of the grants to VDOT. So as the Planning Commission goes through the Comprehensive Plan he would like to work with Mr. Bishoff on the sidewalk connections.

Mr. Beniamino asked that the Planning Commission review the document prior to the next meeting and send him any changes they would like to have made.

b) Verizon Application

Mr. Beniamino stated that he has been working with Mr. Bishoff on the Verizon Application. Verizon is requesting to put another antenna and box to house the software on the water tower. Mr. Beniamino and Mr. Bishoff believe that the Town should request from Verizon that a structural engineer do an analysis of the tower to make sure that the tower is structurally sound enough to handle the extra antenna.

Commissioner Borst made a motion that the Planning Commission after reviewing the Verizon Special Use Application and based on recommendations from staff will require SCE to provide a full structural analysis of the water tower to determine whether the proposed antenna would be able to be handled by the existing facility.

Motion: Commissioner Borst
Second: Vice Chairman Carlson
Carried: 6-0 with a vacancy

INFORMATIONAL ITEMS:

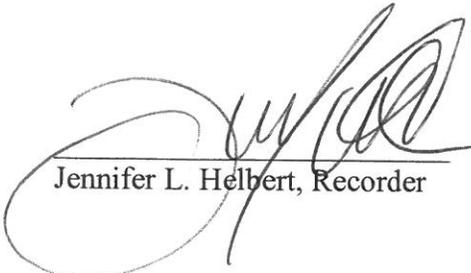
Zoning Administrator Verbal Report – The Commission discussed the commercial growth within Hamilton.

The next ZORC meeting is scheduled for April 16, 2014.

ADJOURNMENT:

There being no further business the meeting adjourned at 7:55 PM.


Robert McCann, Chairman


Jennifer L. Helbert, Recorder