

**MINUTES
HAMILTON PLANNING COMMISSION
REGULAR MEETING
SEPTEMBER 16, 2015**

The Hamilton Planning Commission Regular Meeting was convened at 7:00 PM with the following attendance:

PRESENT: Robert McCann, Chairman
Les Carlson, Vice-Chairman
Russ Beal, Commissioner
Greg Wilmoth, Commissioner
Larissa Borst, Commissioner
Matthew Clark, Council member
Lauren Hunt, Commissioner

STAFF: Daniel Galindo, Zoning Administrator
Jennifer Noel, Recorder

APPROVAL OF MINUTES:

Vice Chairman Carlson made a motion to approve the minutes of July 15, 2015 as submitted.

Motion: Vice Chairman Carlson
Second: Commissioner Borst
Carried: 7-0

Chairman McCann requested that the Commission move New Business Items 1 and 2 up behind public comments.

Commissioner Beal made a motion to amend the agenda to move New Business Items 1 and 2 after Public Comment.

Motion: Commissioner Beal
Second: Commissioner Borst
Carried: 7-0

PUBLIC COMMENT:

None Scheduled

NEW BUSINESS:

1. Waiver Request for Miller Subdivision Plat

Mr. Galindo gave a brief staff report about the waiver request. He stated that the applicant is requesting to create a 10 acre lot from an existing 30 acre lot. He stated that earlier this year he approved a Boundary Line Adjustment Plat to create a 30 acre lot by shifting lot lines around so that the owners could do this subdivision. He stated that the Zoning Administrator is authorized to approve the Boundary Line Adjustment but not the Subdivision Plat.

Mr. Tony Campbell, representative for the above application, came forward to speak. Mr. Campbell stated that he has been working on this project since November of last year. Mr. Campbell gave the background information on how he acquired the property.

Commissioner Beal made a motion that the Planning Commission recommend that Town Council waive the requirement that plats be drawn to a scale of not smaller than one inch to 100 feet as stated in Article II, Section 2.4 of the Land Development and Subdivision Ordinance.

Motion: Commissioner Beal
Second: Commissioner Borst
Carried: 7-0

2. Recommendation for Miller Subdivision Plat

Vice Chairman Carlson made a motion that the Planning Commission recommend Town Council approval of the Subdivision Plat entitled Subdivision Waiver Plat, Principal/Subordinate Subdivision Option, Lot 2, Land of Mark A. Miller, Trustee, Kimberly Jo Miller, Trustee, Catocin Election District Loudoun County, Virginia.

Motion: Vice Chairman Carlson
Second: Commissioner Wilmoth
Carried: 7-0

OLD BUSINESS:

- 1. Review of Recommended Comprehensive Plan Changes** – Chairman McCann asked that the Planning Commission review all of the recommended changes and the Comp Plan as a whole and he would like to do a final wrap up at the November 18, 2015 meeting and

recommend all final changes to the Town Council and then schedule the public hearing for January.

Mr. Galindo stated that the Commission had requested several months ago that he send it out again for review. He stated that in his review of the Plan it still appears to be appropriate. He did point out a few items that he thought could be updated in the Plan. He stated that reference to the word “historic” as well as to Hamilton Elementary School had been crossed out to be removed and he believes that those items should remain in the Plan.

2. **Review of Draft Zoning Amendment** – Mr. Galindo went through each of the new changes to the Zoning Ordinance with the Commission.
3. **Flood Plain District** – Mr. Galindo stated that the County will be updating their Flood Plain District Map and they now have a final draft version and there will be a 90 day period where people can come in and ask questions or appeal if they believe the map is wrong, then there will be a period of time when those questions are addressed then when they get to the point of adoption anyone that is within the National Flood Insurance Program has as six month window in which to incorporate the new updated map. Currently Hamilton is not in the program. Mr. Galindo stated that he believes it makes sense to join the program because in a worst case scenario if anything ever happens it opens up the possibility of receiving Federal funding.

Commissioner Wilmoth made a motion to have the Planning Commission hold a public hearing on Wednesday, October 14, 2015 at 7:00PM to hear public comment regarding the Town of Hamilton Zoning Ordinance.

Motion: Commissioner Wilmoth
Second: Commissioner Borst
Carried: 7-0

INFORMATIONAL ITEMS:

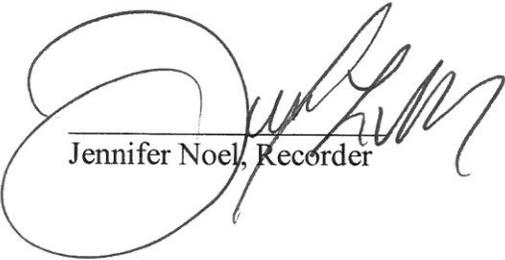
Zoning Administrator Verbal Report

Planning Commission
Public Hearing and Regular Meeting Minutes
September 16, 2015

ADJOURNMENT:

There being no further business the meeting adjourned at 8:00 PM.


Robert McCann, Chairman


Jennifer Noel, Recorder