



**Planning Commission  
Order of Business February 13, 2023  
Minutes**

**ORDER OF BUSINESS**

- 1) **Called to Order:** 7:00 pm
- 2) **Roll Call:** Present: Gene Hannah, Melissa McWright, Jason Picanzo, Bill Herbert. Absent: Randy Howington and John Louallen. Also present: Jeremy Sanford, Planner and Cindy Beirnes, Clerk
- 3) **Minutes of the Previous Meetings Approval and/or Correction:** January 9, 2023  
Motion to approve previous minutes and waive reading by Bill Herbert; seconded by Melissa McWright. Vote: All present in favor; motion carried.
- 4) **Announcements from the Planning Commission Chairman:** None
- 5) **Reports from other Planning Commission members and/or other Town Officers:** None
- 6) **Hearing of person(s) having business with the Commission:** None
- 7) **OLD BUSINESS:** None
- 8) **NEW BUSINESS:**  
8.1 Garage/carport at 649 Bluff View Dr.  
Jeremy Sanford, planner, asked that the map provided by Mr. Colgan which was a Vicinity Map be changed to Sketch Map to include the scale, acreage of lot and intended building use. Also include contour lines at vertical interval no greater than five (5) feet and clarify distance between garage and house. The structure is partially within the AE flood zone and will need an elevation certificate. Mr. Colgan will need to get a FEMA Floodproofing Certificate from either an engineer or an architect. Motion to approve plat as presented by Bill Herbert; seconded by Melissa McWright. Vote: Gene Hannah-no, Melissa McWright-no, Jason Picanzo-no, Bill Herbert-no. Absent: Randy Howington and John Louallen. Motion failed.
- 9) **Adjournment:** 7:20 pm  
Motion to adjourn by Bill Herbert; seconded by Melissa McWright. Vote: All present in favor; motion carried.

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Gene Hannah, Chairman

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Melissa McWright, Secretary

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Date