

BROADWAY PLANNING COMMISSION
August 14, 2017

The Broadway Planning Commission met on August 14, 2017 in the Council Chambers of the Broadway Municipal Building. Commission Members present were Larry Barb, Kathy Boase, and Eddie Long. Members Fred Olson and Steve Shifflett were absent. Staff members Kyle O'Brien and Marla Kline were present. Also in attendance was Tracy Hibbits of the Central Shenandoah Planning District Commission.

Chairman Kathy Boase called the meeting to order at 7:00 p.m.

Approval of Minutes:

Larry Barb moved, seconded by Eddie Long, to adopt the minutes of the July 10, 2017 session of the Planning Commission. The motion was approved with the following recorded vote:

Larry Barb	Aye	Kathy Boase	Aye
Eddie Long	Aye	Fred Olson	Absent
Steve Shifflett	Absent		

New Business:

Discussion: Special Use Permit – Home Occupation:

Town Manager Kyle O'Brien stated that the Town has received a request from Jim and Lisa Zweigler for a Special Use Permit to operate a small antique store and art gallery at 370 Louisa Street. He explained that the Town's Land Development Regulations divide home occupations into two separate categories: Not Personal Service and Personal Service. He further explained that essentially, it is considered a Personal Service if you have clientele coming to the property for the sake of doing business. He advised that Personal Service home occupations require a Special Use Permit. He further advised that a joint public hearing of the Planning Commission and the Town Council will be held on Tuesday, September 5th at the regular Town Council meeting to consider this request. He stated that when considering a Special Use Permit, the following information should be considered:

- a) The effect of the proposed use on existing and projected traffic volumes in the neighborhood;
- b) The current and future need for the proposed use in the Town;
- c) The character of the existing neighborhood and the effect of the proposed use on existing property values;
- d) The impact of the proposed use on the health, safety, and welfare of the neighborhood.

Members briefly discussed the request and concurred that as this is a quiet neighborhood and with the narrowness of Louisa Street, their initial concern is the additional traffic and how it may have an impact.

Update of the Comprehensive Plan:

Chairman Boase welcomed Tracy Hibbits of the Central Shenandoah Planning District Commission and invited her to continue with the review of the Comprehensive Plan. Ms. Hibbits and members reviewed an updated draft of the Government Structure chapter with proposed changes and made minor clarifications. Ms. Hibbits stated that she had included "fund" accounting information with an emphasis on the General Fund, revised text to reflect language in the Town's financial audit report, and updated tables to reflect 2016 data.

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Members were reminded of the Joint Public Hearing to be held on September 5, 2017 with the Council and the next regular Commission meeting will be held on September 18, 2017 to discuss the “Demographics” chapter.

There being no further business, the meeting was adjourned.

Marla W. Kline, MMC, Town Clerk