

VEVAY TOWNSHIP PLANNING COMMISSION

Regular Meeting

January 6, 2021

Vevay Township Hall – 6:30PM

(via Zoom)

MINUTES

I. Call to Order: The meeting was called to order at 6:30pm by Chair Lewis, via Zoom meeting ID: #514 148 2512.

II. Roll Call Attendance: Roll Call attendance was taken due to meeting via Zoom.

Present: Chris Lewis, Jack Cady, Ginette Anderson, Pattie McNeilly, Allen Winters, Jim Minster

Absent: None. There is currently one vacancy on the commission.

Other Persons Present: John Lazet, Supervisor; Dave Vincent, Zoning Administrator

III. Pledge of Allegiance:

Planning Commission and guests joined in reciting the Pledge of Allegiance via Zoom.

IV. Set/Amend Agenda:

The agenda was accepted as presented.

V. Approval of Minutes: Regular Meeting December 9, 2020. Roll Call Approval:

No amendments to the minutes presented were offered.

MOTION Cady, seconded by Minster, to approve the December 9, 2020, regular commission minutes as submitted. **CARRIED** 6-0.

Ayes: Lewis, McNeilly, Anderson, Minster, Cady, Winters

Nays: None

VI. Brief Public Comment:

No public comment was offered.

VII. Reports:

A) December 2020 Building Report:

Zoning Administrator, Dave Vincent, answered questions from the commission with regard to ongoing projects. He also mentioned that the estimated project costs are now being included on the monthly Building Report as was previously requested by the commission.

B) December 2020 Code Enforcement Updates:

Mr. Vincent updated the commission on previously reviewed code enforcement items.

C) Annual Reports:

The following 2020 annual reports were submitted to the commission:

- 1) **2020 Annual Report of the Vevay Township Planning Commission.**
- 2) **2020 Annual Building Report.**
- 3) **2020 Annual Report for Code Enforcement Activities.**
- 4) **2020 Annual Report for Zoning Administration Enforcement.**

Copies of these reports are appended to these minutes.

Commissioners thanked Mr. Vincent for his work throughout the year and for his concise summary reflecting on the year 2020.

VIII. Pending Business:

A) Accessory Buildings and Structures – Section 3.09

The commission reviewed the most recent draft of the proposed language presented. The discussion resulted in several questions arising with regard to principal building versus principal use. Several definitions in the current ordinance may require language clarification with regard to this ordinance amendment. Some of these are, Accessory Building, Accessory Use, Building (Main), Lot, Principal Use and Temporary Building or Use.

Items for additional consideration with regard to this ordinance amendment include:

- a) Specific language for specific structures, such as a building, bus shed, solar array, antenna and the like.
- b) Individual accessory structure parameters for set back and right of way easements require additional consideration.
- c) If allowed in front or side yard, safe distance from roadway and vision obstructions should be considered.
- d) It was recommended that small structure square footage be increased from 20 square feet to 32 square feet.

Commissioners agreed that legal guidance would be beneficial before continuing with drafting this ordinance amendment. A work session date which could include legal counsel will be considered. Chair Lewis will advise commissioners on setting a date and time.

B) Landscaping Requirements – Section 15:05

Review of proposed ordinance language presented at the December meeting continued. Trustee McNeilly provided possible language for a Purpose and Intent of the ordinance for consideration by members. Commissioner Minster will forward to Commissioner Winters, information pertaining to parking lot islands and their usefulness in promoting drainage.

C) Zoning Ordinance Possible Amendments

Commission continues to review several zoning ordinance possible amendments.

IX. Any Other Business:

Chair Lewis will verify with the Vevay Township office and Supervisor Lazet, the availability of the meeting room (*pending COVID-19 meeting restrictions being lifted*) and of legal counsel, for the purpose of holding a special work session on Thursday, January 21st, 2021 AT 6:00P.M.

X. Additional Public Comment:

Supervisor Lazet encouraged the Planning Commission to review section 18:02 with regard to Interpretations by the Zoning Administrator when items come before the Zoning Board of Appeals.

XI. Adjournment:

Meeting was adjourned at 8:10P.M.

Patricia McNeilly, Secretary