

PLANNING AND ZONING COMMISSION
MEETING MINUTES
March 20, 2025

1. The meeting was called to order by Kent Liddle at 4:00pm with the Pledge of Allegiance. Commission Members Sigvardson, DiNoto, and Nicholson were in attendance. Planning, Zoning & Development Director Ken Cimino, Planning Engineer Jim Lober, Town Solicitor Veronica Faust, and Planner Jill Oliver, Donna Schwartz, Town Clerk were present. The meeting was being held at 32 West Avenue. Tom Maly was not present.

2. **APPROVAL OF AGENDA**

A motion was made by Mr. Sigvardson, seconded by Ms. DiNoto, to approve the agenda. The motion was carried unanimously 4/0.

3. **APPROVAL OF MINUTES**

A motion was made by Mr. Nicholson, seconded by Mr. Sigvardson, to approve the minutes of January 16, 2025. The motion was carried unanimously 4/0.

4. **NEW BUSINESS**

A. **P-356 Ordinance Review**

Ms. Faust asked Ms. Oliver if the signs and notices were placed according to the town specifications. Mr. Liddle read the details of the application.

Mr. Lober was sworn in and stated that lines 63, 103 and 165 have been updated in the draft.

Mr. Cimino stated that this is an ordinance to amend the land use and development code addressing fast-food restaurants that was introduced on January 14, 2025, during the Town Council meeting. Section 140-132-B of the Town code requires the Planning and Zoning Commission to review and recommend to the Town Council on all such amendments. The Department offers the following overview for context.

Fast food restaurants are permitted in MXPC, GB-1 and GB-2 Zoning by special exception. However, the code does not currently contain additional criteria, standards or conditions guiding the development of fast-food restaurants. The land use and development code were originally constructed with an outline of typical uses, including reservations for some, with the intent to establish language specific to each use moving forward. Numerous recent inquiries from property owners and potential developers have brought fast food establishments to our attention, and it will be in the best interest of the Town and its residents to incorporate language directing the development of such establishments.

This ordinance amends the definition of a fast-food restaurant and sets forth standards for the use as a special exception in General Business Districts and in the MXPC zone. It also adds and defines fast-food restaurants with drive-through as well as fast-food restaurant with drive-in to the Table of Permitted Uses as uses requiring special exceptions in the General Business Districts and sets forth standards for each. It also amends Section 140-121 to consolidate medical uses for renumbering purposes only.

Mr. Cimino read written comments from Saul Ewing, LLC

Ms. DiNoto asked Mr. Lober if this ordinance was for guidance to define the code. Mr. Lober replied yes. Mr. Cimino noted that currently the only drive-throughs allowed by code are for pharmacies and banks.

Public Comment

Mr. John Timmons, West Avenue, stated that he was in favor of the code change.

A motion was made by Mr. Sigvardson, seconded by Mr. Nicholson, to recommend draft of the ordinance to the Council for approval. The motion passed unanimously 4/0.

5. ADJOURNMENT

A motion was made by Mr. Sigvardson, seconded by Mr. Nicholson to adjourn the meeting at 4:18pm. The motion was carried unanimously 4/0.

Respectfully submitted,
Donna M. Schwartz MMC