

**ADVISORY PLAN COMMISSION  
MEETING MINUTES 6-18-18**

**1. Call to order**

The meeting was called to order at 7:03 p.m.

**2. Roll Call**

Members in attendance: Pete Byvoets, Mike Gorman, Rich Jercich, Bob LeMay, Bill Powers, Doug Wickstrom

Absent members: Nick Meyer

**3. Approval of Minutes**

Pete Byvoets motioned, seconded by Rich Jercich, to approve the regular meeting minutes from May 21, 2018. The motion carried, six in favor.

Pete Byvoets motioned, seconded by Doug Wickstrom, to approve the special meeting minutes from May 24, 2018. The motion carried, six in favor.

**Committee Reports**

a. Stop 24 Status Report  
none

b. Signage

Jane Neuleib stated there is no new information to report.

**Old Business**

1. Beach Protection Overlay District Ordinance – set for continuation of the public hearing on 6/28/18 at gym in Community Center at 7 p.m.

Three members of the APC and the Town Attorney had a meeting and made changes to the Ordinance. Bob LeMay briefly summarized the changes.

Mike Gorman addressed making sure all comments from the public were considered in the re-draft of the Ordinance.

Chris Willoughby stated the Ordinance should hopefully be sent to the APC Wednesday and then posted to the website on Thursday. Chris mentioned the APC's wish to post the public comments received on the Town website.

Pete Byvoets suggested when the draft is posted, APC members should write down and identify any proposed modifications and bring them up at the meeting.

## 2. Structure Projection into Yards 154.106

Bob LeMay summarized changes the Board wanted to make to the Ordinance.

Mike Gorman mentioned that all the discussed changes were not included in the current version. The APC further discussed stairs into the setback, fireproofing, and the difference between walkway and stairway.

In Section E Mike Gorman would prefer stairways to be included in setback within 4 feet so people can get from front to back of their home. Bob LeMay suggested changing the wording to include elevated in front of the word stairs in section D. In Section E the wording should also say that the open platform could extend a specific number of feet into the setback.

In Section C the wording should say that ground level stairs can extend 4 feet into the side setback. Pete Byvoets mentioned item A regarding access by the Fire Department. No railings would be allowed in side setback.

Mike Gorman asked about open platform in Section E. Bob LeMay added that open platforms can only extend into the side setback 48 inches.

Section A is discussed. Bob LeMay motioned that Section A become a "whereas" clause, seconded by Doug Wickstrom. Chris Willoughby suggested the Board give due regard for safety as opposed to exact wording. Bob LeMay withdrew his motion for Section A to become a "whereas" clause. Bob LeMay suggested making Section A a "purpose" clause.

Chris Willoughby will add a "purpose" clause, make the other above changes and will get a draft including changes back to the APC.

Pete Byvoets motioned for Chris Willoughby to add a "purpose" clause and include the discussed changes in a revised draft that will be sent out to the APC members, seconded by Bob LeMay. All in favor, the motion carried.

Bob LeMay motioned that ground level stairs can extend 4 feet into the side setback, seconded by Mike Gorman. All in favor, the motion carried.

Bob LeMay motioned that in Section D the word elevated be in front of stairs, seconded by Pete Byvoets. All in favor, the motion carried.

In Section E Chris Willoughby discussed giving examples of open platforms. Bill Powers suggested saying that ground surface walkway, stairways, or decks be permitted in front, side, or rear setback. Bob LeMay suggested removing open platform and say ground level walkway or surface deck.



Bob LeMay motioned that in Section E ground surface walkway may extend into the side setback not to exceed 48 inches, seconded by Pete Byvoets. All in favor, the motion carried.

Chris Willoughby will make changes and the Board can come back next month and hopefully be ready with a final version.

### **3. Height Ordinance sent back from Town Council with amendments**

Chris Willoughby mentioned a letter he has prepared on behalf of the Town Council describing their actions at the last Town Council meeting regarding this Ordinance. The Town Council voted to make amendments. The Town Council is required to give written statement of purpose. The changes attempt to get rid of ambiguity and unnecessary language in the proposed ordinance.

The APC can vote to approve changes and report approval back to Town Council. Once that approval goes back to the Town Council, it becomes law. The APC has a red line and clean version of the Ordinance in front of them.

Pete Byvoets motioned to approve the Height Ordinance, seconded by Mike Gorman. Six in favor, none opposed. The motion carried.

Chris Willoughby will work with Bob LeMay and will submit a report of action to the Town Council. Once this is submitted to the Town Council, it becomes law.

### **Public Hearings**

#### **1. Deletions to Chapter 96 and 154 regarding references to trash – continued from last meeting**

Pete Byvoets motioned to open the public hearing, seconded by Doug Wickstrom. All in favor, the motion carried.

Bob LeMay suggested the APC continue this public hearing since there would be no trash Ordinance in place if the APC passed the deletions at this time.

Chris Willoughby stated that the anticipation is that Toter Ordinance will be approved at the next Town Council meeting. After that, the APC can hold a public hearing with a recommendation to delete the references to trash in Chapters 96 and 154.

Mike Gorman asked for the Ordinance under consideration to be put on the Town Website. Bob LeMay will make sure the Ordinance under consideration is posted.

Pete Byvoets motioned to continue the public hearing to the next regularly scheduled APC meeting on July 16, 2018, seconded by Mike Gorman. All in favor, the motion carried.

## 2. View Protection Ordinance – continued from last meeting

Chris Willoughby suggests that the APC continue this public hearing this public hearing to the next meeting as there have been lots of changes to this Ordinance.

Mike Gorman would like to see a red line version of this Ordinance.

The establishment of 106.6' line was discussed. The purpose of view protection was discussed. The Ordinance not only covers view protection but also setbacks.

Bill Powers will look at some standards and try to come up with some sources of these standards by the next regular APC meeting.

Pete Byvoets motioned to vacate the public hearing and bring up the Ordinance at the next regular APC meeting, seconded by Bill Powers. All in favor, the motion carried. The Ordinance will be brought up at the next meeting but not for public hearing. APC members should look at the Ordinance and come up with comments.

## **New Business - None**

### **Public Comment**

Jane Neulieb of 2201 Florimond commented on View Protection Ordinance.

### **Closing Matters**

Next special APC meeting will be 6/28/18 at 7 p.m. in the Community Center Gym.  
The next regular APC meeting will be 7/16/18 in the Town Hall.

## 4. Adjournment

Motion to adjourn by Pete Byvoets, seconded by Rich Jercich. The motion carried at 8:20 p.m.

Minutes Approved by:  
APC Chairman Robert Lemay

  
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Minutes Approved by:

APC Secretary Margaret Collins

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## TOWN OF LONG BEACH ADVISORY PLAN COMMISSION AGENDA 6/18/18

1. Call to order
2. Roll call
3. Consideration of meeting minutes of 5/21/18 and 5/24/18
4. Committee Reports
  - Town Beautification Subcommittee
    - a. Stop 24 status report
    - b. Signage
5. Old Business
  1. Beach Protection Overlay District Ordinance - set for public hearing on 6/28/18 at gym in Community Center at 7 PM
  2. Structure Projection into Yards 154.106
  3. Height ordinance sent back from Town Council with amendments
6. Public Hearings
  1. Deletions to Chapter 96 and 154 regarding references to trash - continued from last meeting
  2. View Protection Ordinance - continued from last meeting
7. New Business
8. Public Comment
9. Closing matters - next APC meeting to be 6/28/18 at 7 pm in the gym
10. Adjournment