



# VILLAGE OF MARVIN

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## VILLAGE COUNCIL REGULAR MEETING October 18, 2016 – 6:30 p.m. Village Hall

### Agenda

**1. ADOPTION OF AGENDA**

**2. PUBLIC COMMENT**

TS 3:19

**3. JOINT MEETING WITH PLANNING BOARD**

- Discussion of Processing Cycle and Receipt of Plans
- Discussion of the Land Use Plan / Village Center District Project

TS 139:03

**4. COUNCIL COMMENTS**

TS 140:01

**5. ADJOURNMENT**

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Mayor Pollino called the meeting to order at 6:38 p.m.

Quorum was determined with the following members in attendance: Mayor Joe Pollino, Mayor Pro Tem Brian Beaty, Councilman Nick Dispenziere and Councilman Ron Salimao.

Councilman Robert Epps was absent.

The following staff was present:  
Lisa Thompson, Administrator/Senior Planner  
Melody Graham, Clerk

**ADOPTION OF AGENDA**

**TS :18**            ***Motion:***            Councilman Salimao moved adopt the agenda as presented.  
***Vote:***                The motion passed with a unanimous vote.

**PUBLIC COMMENT**

No one signed up for public comment.

**TS 3:19**            **JOINT MEETING WITH PLANNING BOARD**

The Council held a joint work session meeting with the Planning Board to discuss the processing cycle for applications and receipt of plans and to discuss the Land Use Plan and Village Center District project.

Chairwoman Shkut began the discussion on the processing cycle and receipt of plans. She explained: The Planning Board is in a very busy cycle at this time with a number of projects in process and a number more coming up. The pressure on the Board is more intense, especially in terms of timing. It is very important to keep everything in process and to abide by the 15-day rule for applications. She requests that everyone be mindful of this situation when considering projects for Planning Board review. She stressed the importance of keeping everything in process and abiding by the rules for Board review of projects, plans, etc.

The Council and Planning Board discussed the management of projects in depth. They discussed possible tools for managing projects and timelines, including a 3 month agenda planning cycle; small committee groups to vet projects before presenting information to the full Board; and a shared high-level digital planning timeline to assist with planning projects (Gantt chart, SharePoint).

Chairwoman Shkut asked if there was Council interest in serving on a review committee or as an individual ‘sounding board’ for upcoming text amendments, district standards and the Land Use Plan. She stated that she believes this will assist in moving the projects forward in a timelier basis. All members of Council expressed interest in serving as a ‘sounding board’ or as a liaison,

as long as it would not signify a committee. Chairwoman Shkut agreed to reach out individually to Council as needed for projects.

Chairwoman Shkut moved the discussion to the Land Use Plan/Village Center District project. She explained: She told the Planning Board at the last meeting that the Council would like them to work on the Village Center District and the Land Use Plan. The Council said they would like this finished before the new year, even if it only included the essentials. She has five general areas that she would like to discuss for further direction. They include: LUP District Standards; location of potential districts; outparcels; architecture, landscaping and road frontage; method overview and the number of buildings and businesses on a single lot. We had a couple of options – an overlay district, a conventional district or a conditional use district. The Council said they would like something between a conditional use district and a conventional district. With this in mind, the thought is to create a district where we have a uniform look. We want to create standards for integrated pedestrian connectivity, maybe a small greenway or amenity plan; focus on lighting, architecture, signs and frontage landscaping; devise standards for the larger parcels. The process will be something similar to the conditional use process and everything would eventually go through the design review process. Then we have to consider uses. We can take all the civic institutions in the area and rezone them, allowing civic institutional uses by-right and then everything else would be a conditional use permit which would go through the quasi-judicial process where conditions could be imposed. The other option is the overlay district. This could be a difficult project for the Planning Board because she is hearing two different things. She is hearing that the Council would like to quickly devise a district to accommodate requests for business options, but there is also this long-term ultimate plan for a Village Center or creating a downtown district. She sees these as two different things and two different scopes on the project. She wants to be sure everyone is working together for the immediate future just to create a conventional district with standards or are we trying to work on a Master Plan for the center.

The Planning Board and the Council held an in depth discussion on the Land Use Plan and the Village Center District. They reviewed illustrations of possible Village District buildings. They discussed possible parking, setbacks, numbers of buildings on lots, FAR, and other general standards. Both the Council and Planning Board agreed that the meeting with the Planning Consultant will be helpful in the drafting of the Land Use Plan and Village Center District text.

The Council agreed that the Planning Board should choose the type of district and begin working on the text.

#### **COUNCIL COMMENTS**

**TS 139:13** Councilman Salimao stated: Thanks to the Planning Board for all their continued hard work. The Board has a lot on your plate and you continue to provide good work. Thank you for all you do.

**TS 139:25** Councilman Dispenziere added his appreciation to the Planning Board for all their hard work. He added: It's nice to have the opportunity to get together to hear from each other on various projects. It's good to have the chance to work things out.

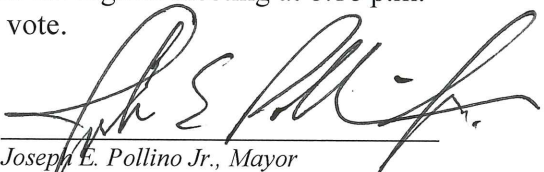
TS 139:32 Councilman Beaty stated: He appreciates all the hard work and dedication of the Planning Board. He appreciates all the good dialogue on this subject. He likes hearing the different opinions and ideas. The final product likely lies somewhere in between the different sides presented. He really appreciates all the time the Board puts forth on the various projects.

TS 139:42 Mayor Pollino offered his thanks to the Planning Board for all their hard work. He added: Thanks to the Board for allowing the Council to participate in their meeting. He appreciates all the good dialogue. He hopes the dialogue will continue. There a lot of things the Council needs get a better understanding on. He is looking forward to the meeting with the Planning Consultant to help everyone get a better understanding of what can be done in a new district.

**ADJOURNMENT**

TS 140:01 **Motion:** Councilman Salimao moved to adjourn the regular meeting at 8:18 p.m.  
**Vote:** The motion passed with a unanimous vote.

Adopted: October 27, 2016

  
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Joseph E. Pollino Jr., Mayor

  
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Melody A. Graham, Clerk

