



Minutes of the Regular Meeting of the Zoning and Planning Board

Tuesday, April 17, 2018

Lake Lure Municipal Center

Present: Thomas M. McKay, Chair
Bruce Barrett
Charlie Ellis
Jonathan Hinkle

Absent: Norman McGlohon

Also Present: Commissioner Moore, Town Council Liaison
Shannon Baldwin, Community Development Director

The meeting started at 9:32 am. Chairman McKay led the pledge of allegiance.

Bruce Barrett gave the opening prayer beseeching the Almighty to grant wisdom to the Board throughout the deliberations and overall proceeding.

ROLL CALL

Chairman McKay called roll. Norman McGlohon was not present. Mr. Baldwin stated Mr. McGlohon had called in advance.

APPROVAL OF THE AGENDA

Charlie Ellis moved the agenda be approved. Jonathan Hinkle gave the second. All voted in favor.

APPROVAL OF THE MINUTES

Regarding approval of minutes from the February 20, 2018 Regular Meeting, **Bruce Barrett moved the minutes be approved. Charlie Ellis gave the second.**

OLD BUSINESS

Regarding Old Business, Permitted Uses in Commercial Districts (May/June Review), Shannon Baldwin reported that this project is ongoing but has been delayed because of new unexpected projects being assigned. He hoped we could finish this by the end of the year and would speak about this more later on the agenda.

NEW BUSINESS

Regarding New Business, Soil Erosion and Sedimentation Control Ordinance, Shannon Baldwin referred to the conveying memo in the packet from Clint Calhoun and then read a summary of the proposed changes in the draft ordinance.

Consensus of the Board was that the changes were very positive for property owners and but also ensured high water quality was maintained as well. The Board had a lengthy discussion regarding the need to inform zoning permit applicants of the mandate to install sufficient and maintain measures in addition to the requirement to maintain a self-inspection log. The Board suggested the erosion control pamphlet on file be revised to reflect the new changes in addition to having a blank log written on the back for use by the property owner.

After considerable discussion, Charlie Ellis made the following motion:

I move the Planning Board does find the ordinance discussed consistent with the Town of Lake Lure 2007-2027 Comprehensive Plan in that it is being updated to comply with NC State Law, seeks to maintain “Water Quality, Sedimentation and Erosion Control” described in Section 10 of said Plan, and allows for more flexible use of property without having to secure a permit.

In addition, I move town staff update the erosion control brochure to inform citizens about said changes and add a blank log for use by citizens.

I further move said ordinance, written to revise Chapter 96, Soil Erosion and Sediment Control Regulations of the Town of Lake Lure Code of Ordinances, be presented to the Lake Lure Town Council for review, consideration and public hearing on May 8, 2018.

Jonathan Hinkle seconded the motion. All those present voted in favor.

NEW BUSINESS, CONTINUED

Regarding New Business, Discussion of Planning Projects List, Shannon Baldwin distributed a sheet to the Board entitled “Work Plans Review.” He explained the elements of the work plans were identified and prioritized by a subcommittee of the Planning Board, town staff and Mayor Cooley on Monday. One work plan was for the remainder of Fiscal Year ’17-’18 and the other represented a draft work plan for Fiscal Year ’18-’19.

Bruce Barrett exited the meeting to make a previously scheduled appointment.

After lengthy discussion regarding the elements of the works plans, **Charlie Ellis moved each work plan be revised as discussed then forwarded to Town Council for review and approval. The motion was seconded by Jonathan Hinkle. All voted in favor.** The work

plans as amended by the Planning Board (and enhanced by staff to further define each element) are as follows:

'17-'18 Work Plan (Remainder of the Current Year)

- Sedimentation and Erosion Control (almost complete)
- Permitted Uses in Commercial Districts (in progress)
- Communication Tower Amendments to Accommodate Latest Technology
- Lighting on Commercial Properties (preliminary work being done)
 - Review Existing Standards for New Commercial Construction Review Process
 - Consider New Standards for Lighting and Permit Review Process to Approve New Lighting for Existing Commercial Properties
 - Pass Ordinance Mandating Duke Energy Install Lights with Shields as New Lights are added in the Community

'18-'19 Work Plan (New Fiscal Year)

- General Clean-up (reference Webber Memo and corresponding email)
- Sign Provisions
 - Community Banner Program
 - Temporary Signs (Commercial, Grand Opening, etc.)
 - Vehicle Signs (of a Political Nature)
 - Content Neutrality Compliance
 - "A" Frame Sandwich Board Signs (expressly include as part of allowable signs)
 - Review the Number of Signs Allowed for Businesses
 - Review Decorative Flags Provisions
- Parking Provisions – Review parking schedule to ensure building code is referenced relative to handicap parking, parking requirements for overlapping commercial uses, general parking ratios and parking for non-conforming uses on commercial property.
- Sewer Ordinance Compliance (Relative to Subdivision and Zoning Regulations)
- Embrace "e" Businesses – Review regulations to ensure these types of businesses are recognized, permitted and not unnecessarily restrained.
- Permit Application to Include Check off for Other Permits Approvals Issued by other Town Officials: Fire Chief and Environmental Management Officer, etc. Check boxes may need to be added to the permit. Nor final would be given by the CEC until all necessary town staff are satisfied.
- Change "Certificate of Zoning Compliance" to "Zoning Permit" and "Certificate of Occupancy" to "Certificate of Compliance" and establish an MOU with Rutherford County Building Inspections Regarding Written Protocol (Permits, Inspections, Final Approvals, etc.)
- Subdivision Plat Revision Process for Existing Standard Subdivisions
- Subdivision Standards Relief Process (ministerial – specific standard 5, 10, 15%)

PLANNING PROJECTS UPDATE

Regarding the Monthly Report – March 2018 item on the agenda, the following projects were discussed between the Board and Shannon Baldwin per Chairman McKay's request:

- Beer, Wine & Mixed Beverages Sales Legislation
- Strip Center

- ABC Store Walkway

Chairman McKay called for adjournment at the appropriate time. Jonathan Hinkle move the meeting adjourn. Charlie Ellis made the second. All voted in favor. The meeting adjourned at 11:35 am.

ATTEST



Thomas M McKay, Chair



Shannon Baldwin, Recording Secretary