

MINUTES OF THE RECESSED REGULAR MEETING OF THE LAKE LURE TOWN COUNCIL WITH THE ZONING AND PLANNING BOARD HELD TUESDAY, MARCH 20, 2007, 1:00 P.M. AT THE LAKE LURE MUNICIPAL CENTER

PRESENT: Mayor Jim Proctor
Commissioner Dick McCallum
Commissioner Jeanine Noble
Commissioner Russ Pitts
Commissioner Chuck Watkins

Zoning and Planning Board Member Jack Lawrence
Zoning and Planning Board Member Bud Schichtel
Michael Egan, Community Development Attorney

ABSENT: H. M. Place III, Town Manager
J. Christopher Callahan, Town Attorney
Zoning and Planning Board Anthony Brodfuhrer
Zoning and Planning Board Bill Bush
Zoning and Planning Board Chairman Dick Washburn

CALL TO ORDER

Mayor Proctor called the meeting to order at 7:00 p.m.

INVOCATION

Commissioner McCallum gave the invocation.

APPROVE THE AGENDA

After discussion, Commissioner Noble made a motion to approve the agenda as presented. Commissioner McCallum seconded the motion and the vote of approval was unanimous.

NEW BUSINESS:

Discussion Pertaining to Planning Projects: Identify all Planning Projects, Prioritize the Planning Projects, Identify Resources Needed to Complete Projects, and Establish a Schedule for Completion of Planning Projects

Community Development Director Shannon Baldwin reviewed his memorandum dated March 15, 2007 which addressed planning projects; topics of discussion including: (a) identifying all planning Projects; (b) prioritizing planning projects; (c) identifying resources needed to complete projects; and (d) establishing a schedule for completion of planning projects. (Copy of memorandum from Shannon Baldwin is attached).

After discussion, council members agreed that the comprehensive plan should be completed no later than June 30, 2007. It was discussed that the town manager, community development director, and Land Design would be meeting on March 26, 2007 to set up new target dates and scope of work issues.

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Council members prioritized the following amendments in the given order:

1. Scheduled a public hearing for the April 10, 2007 town council meeting to consider amendments to clarify language in the zoning regulations including provisions addressing tents and fabric structures.
2. Scheduled a public hearing for the May 8, 2007 town council meeting to consider amending the zoning regulations adding a tree protection provision which is currently being drafted by Paula Jordan contingent upon completion of the draft by April 17, 2007.
3. Allow up to 3 months to draft amendments to the zoning regulations to allow the zoning administrator to write notices of violation and issue civil penalties in the field in accordance with the adopted fee schedule. Allow up to 3 months to draft amendments to the erosion control and sedimentation regulations to allow the environmental management officer to issue civil penalties in the field in accordance with the adopted fee schedule. Allow up to 3 months to draft amendments to the erosion control and sedimentation regulations to increase the area of land disturbance to a 500 square foot area threshold from a 100 square foot area, and change the 10 year storm-event design criteria to a 25 year storm-event design criteria.
4. Allow up to 4 months to draft amendments to the subdivision regulations to include provisions for cluster subdivisions. Allow up to 4 months to draft amendments to the land use regulations to add provisions regulating development on steep slopes.
5. Table an amendment to the subdivision regulations to incorporate a master plan review process and provisions for allowing development rights to be vested until after the comprehensive plan has been adopted.
6. Table an amendment to the zoning regulations to add lodges as conditional uses and to establish specific standards for lodges until after the comprehensive plan has been adopted.
7. Delay defining ETJ assessment area and begin work again on the ETJ study until after the comprehensive plan has been adopted.

Town Council members requested cost estimates from the community development director for the fiscal year budget 2007-2008 regarding developing a unified development ordinance, developing an adequate public facilities ordinance and hiring a professional facilitator to conduct a weekend retreat with the objective of creating a strategic plan.

Council members noted other special projects needing to be identified during the strategic planning process including: (a) architectural review guidelines (commercial emphasis), (b) street scape master plan, (c) green way plan, and (d) downtown revitalization plan.

Mr. Baldwin reviewed the resource needs assessment outlined in his memorandum dated March 15, 2007. Mr. Baldwin informed council members that the position description for planner/subdivision administrator and internship position would be presented to town council during their April 10, 2007 meeting. Mr. Baldwin stated that a planner, attorney, and community

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development director combination could be used to cut cost drafting new ordinances. Mr. Baldwin reported that Appalachian State University is bringing a graduate program to UNC-Asheville and would be looking to place interns with local jurisdictions in the area.

After discussion, town council members approved an agenda item to be consider at the next regular town council meeting on April 10, 2007 to secure an intern to conduct a research on a transient rental project as requested by the community development director.

Mr. Baldwin stated that he needs additional office space for three individuals in his department. There was mention of a mobile unit being inquired about to accommodate this department's short-term needs.

Mr. Baldwin addressed the need for additional computers which is being included in the current budget and capital project.

After discussion, council members discussed seeking legislation for a land transfer fee in addition to pursuing an adequate public facilities ordinance.

Schedule Public Hearings at the next Regular Town Council Meeting on April 10, 2007 to Consider Subdivision and Zoning Regulations Amendments as Submitted by the Community Development Director Relating to Cluster Subdivisions, Master Plan Review/Approval, Vested Rights, and Clarifying Language Difficult to Interpret and Enforce by the Zoning Administrator

After discussion, Town council members agreed to schedule a public hearing to be held at the next regular town council meeting on April 10, 2007, 7:00 p.m., Lake Lure Municipal Center to consider amendments to clarify language in the zoning regulations including provisions addressing tents and fabric structures.

ADJOURNMENT

With no further items of discussion, Commissioner Watkins made a motion to adjourn the meeting at 3:32 p.m. Commissioner McCallum seconded the motion and the vote of approval was unanimous.

ATTEST:

Mary A. Flack, MMC
Town Clerk

Mayor Jim Proctor