

**TOWN OF MONTREAT BOARD OF COMMISSIONERS
REQUEST FOR BOARD ACTION**

Meeting Date: December 13, 2018

SUBJECT: Zoning Ordinance Review

AGENDA INFORMATION:

Agenda Location: New Business
Item Number: G
Department: Zoning
Contact: Adrienne Isenhower
Presenter: Adrienne Isenhower

BRIEF SUMMARY:

The Montreat Board of Commissioners asked staff to consider a process to review the Zoning Ordinance for identifying opportunities to simplify development regulations. The Ordinance itself established the Planning and Zoning Commission and imbued it with the power and duty to "...establish principles and polies for guiding action in the development of the area," and to "...prepare and recommend to the Town Board of Commissioners ordinances promoting orderly development along the lines indicated in the comprehensive plan" (Article XI – Planning and Zoning Commission, Town of Montreat Zoning Ordinance, Revised June 12, 2014.)

Staff proposes that the Planning and Zoning Commission hold a series of meetings to review, take public input, and make recommendations on the Zoning Ordinance in its entirety. Staff proposes seven meetings over as many months, beginning with a broad -based input session and a discussion of the organization and process of the review, then five section-by-section review meetings, and ending with a final report that includes a summary of input and recommendations. This report would then be presented to the Commission for review and action.

Staff recommends that the Planning and Zoning Commission review the Zoning Ordinance through the following draft schedule:

January 17, 2019:	Open-Ended Public Input Session
February 21, 2019:	General Provisions Definitions
March 21, 2019:	Parking and Loading Signs Definitions
April 18, 2019:	Zoning District Regulations Purpose Definitions

May 16, 2019: Zoning District Regulations
Definitions

June 20, 2019: Conditional Uses
Planning and Zoning
Board of Adjustment

July 18, 2019: Recommendations and Report

RECOMMENDED MOTION AND REQUESTED ACTIONS:

To direct the Planning and Zoning Committee to review the provisions of the zoning ordinance throughout a seven meeting process, beginning in January 2019 and to provide recommendations from their review to the Board of Commissioners at the August 2019 regular meeting.

FUNDING SOURCE: N/A

ATTACHMENTS: N/A

STAFF COMMENTS AND RECOMMENDATIONS:

Staff recommends the Montreat Board of Commissioners refer to the Planning and Zoning Commission a review of the Montreat Zoning Ordinance for simplification of development ordinances.