Board members present: Bill Scheu

Allen Crawford

Sally Stancil

Mason Blake

Wade Burns

Dan Dean

Bill Roberts

David Holcomb

Board members absent: None

Town staff present: Angie Murphy, Town Clerk

 Adrienne Isenhower, Zoning Administrator

 Stuart Bass, Regional Planner, Land-of-Sky Regional Council

One member of the public was present. Mr. Scheu called the meeting to order at 10:31 a.m., and led the group in a moment of silence.

**Agenda Approval**

Mr. Dean moved to adopt the agenda as presented. Mr. Burns seconded and the motion carried 8/0.

**Meeting Minutes Adoption**

Mr. Dean moved to approve the minutes as amended. Ms. Stancil seconded and the motion carried 8/0.

**Old Business**

A. Review: Conditional Zoning Ordinance (as revised): Mr. Dean made some minor wordsmithing changes to the Conditional Zoning Ordinance. Mr. Bass and Mrs. Isenhower notated these changes in the working document.

B. Discussion: Accessory Dwelling Units: The Commission reviewed the fact that currently Accessory Dwelling Units are not allowed within the Zoning Ordinance. Accessory Buildings are allowed within the current Zoning Ordinance. There was a short discussion about defining Accessory Dwelling Units versus a duplex. Mr. Roberts stated that there would need to be some cleaning up of existing structures. Mrs. Isenhower stated that a review of definitions for Accessory Dwelling Units, Accessory Buildings and Two-Family Dwellings will be necessary and she plans to work on these and bring them back to the next meeting. Mr. Scheu, Mr. Bass and Mrs. Isenhower will meet next week to work further on this topic of Accessory Dwelling Units and Conditional Zoning.

**New Business**

A. 1. Review: Current Status of Zoning Ordinance Changes: This will be brought back up at the February meeting once Mr. Bass has made the changes.

 2. Remaining Work:

 A. Planned Unit Development – Mr. Blake mentioned that Planned Unit Development was for multiple undeveloped lots. They allow the developer a great deal of more flexibility in uses. There is a lot more freedom of design in common areas or facilities. There was some discussion of lots on Harmony and the Graham property. The PUD process is not inexpensive and will involve a lot of communication with Town Staff. There will be a PUD master plan which includes parking, open space, topographic maps, detailed plans, transportation and public services. The master plan will have to be adopted in a series of meeting by the Town Council.

The next meeting will be held on February 6th.

**Adjournment**

Mr. Blake moved to adjourn the meeting. Mr. Dean seconded and the motion carried 8/0. The meeting was adjourned at 11:47 p.m.

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Bill Scheu, Chair Angie Murphy, Town Clerk