Board members present: Chairman Bill Roberts

 Bill Scheu

 Mason Blake

 David Holcomb

 Dan Dean

 Wade Burns

 Sally Stansill

 Allen Crawford

Board members absent: None

Town staff present: Adrienne Isenhower, Zoning Administrator

Alex Carmichael, Town Administrator

Angie Murphy, Town Clerk

One member of the public was present. Mr. Roberts called the meeting to order at 5:07 p.m., and led the group in a moment of silence.

**Agenda Approval**

Mr. Blake moved to adopt the agenda as presented. Mr. Scheu seconded and the motion carried 5/0.

**Meeting Minutes Adoption**

Mr. Blake moved to adopt the January 17th Meeting Minutes as presented. Mr. Scheu seconded and the motion carried 5/0.

**Public Comment**

There was no public comment at this time.

**Old Business**

There was no old business to discuss.

**New Business**

1. Oath of Office for Dan Dean, Regular Member: Town Clerk Angie Murphy administered the Oath of Office to Dan Dean, Regular Member of the Planning and Zoning Commission.
2. Oath of Office for John “Allen” Crawford, ETJ Member: Town Clerk Angie Murphy administered the Oath of Office to John “Allen” Crawford, ETJ Member of the Planning and Zoning Commission.
3. Oath of Office for Wade DuBose Burns, Alternate Member: Town Clerk Angie Murphy administered the Oath of Office to Wade DuBose Burns, Alternate Member of the Planning and Zoning Commission.
4. Oath of Office for Sarah “Sally” Stansill, Alternate Member: Town Clerk Angie Murphy administered the Oath of Office to Sarah “Sally” Stansill, Alternate Member of the Planning and Zoning Commission.
5. Appointment of Chair and Vice Chair: Mr. Dean moved to appoint Bill Scheu as Chair and David Holcomb as Vice Chair. Mason Blake seconded the motion and it carried 6/0.
6. Discussion and Overview of Zoning Ordinance Review: Zoning Adrienne Isenhower reviewed the materials she included in the packet. Mason Blake wanted to know what was “broke before we start fixing it”. Bill Scheu felt that the Commission needs to know what the Town Council wants them to accomplish. He had hoped some members would be present tonight to shed a little light onto the situation. Mr. Scheu felt that inviting a few Council Members to discuss what they are looking for; inviting Mr. Richard DuBose, from the MRA, to account for issues he has come up against; inviting Paul Maurer, from Montreat College, to account for further issues from the College; and finally inviting Adrienne Isenhower and Alex Carmichael to speak in reference to the Town’s issues that the Commission would have a better understanding of where they needed to go with the ordinance review. Mr. Scheu would also like to invite some contractors to speak about issues they have encountered with the Montreat Zoning Ordinance. David Holcomb had some misgivings from the last meeting when members of the public spoke to work they did for the Town on various committees and their work came to no fruition due to a variety of issues. Mr. Holcomb wants to make sure that their goal is victorious.

Alex Carmichael spoke about Montreat’s reputation through the years with regards to being a difficult place to develop. Some of the difficulties have been personalities, some have been reputation and some have been procedural. There has been no discussion from the Town Council about what the finished project should look like. Mr. Carmichael felt that the Town Council was looking to make Montreat an easier place in which to develop. Mr. Carmichael advised the Commission that Staff is committed to helping the customer find their ultimate desire.

Mr. Burns reflected on Montreat’s conservation and development history. Mr. Crawford asked if there was a place to review all the ordinances in their entirety. Mrs. Isenhower directed him to the Town of Montreat website. Mr. Scheu felt that he would be “like a ship lost at sea” without hearing the intentions of what was supposed to be accomplished. Mr. Scheu suggested by motion, prior to the next meeting, asking members of the Town Council, Mr. DuBose, Mr. Maurer, and contractors to speak to their thoughts on what the ordinances should be doing for the Town. Mason Blake seconded and the motion carried 6/0.

Mr. Roberts wanted to know how many lots were vacant and developable. Mrs. Isenhower will research this prior to next meeting. Mr. Roberts also had questions about the UDO process so this will be researched and presented at the next meeting as well.

**Public Comment**

Mr. Richard DuBose admired the Commission for the tasks they have had put before them. He believes that developing the developable lots are important.

**Adjournment**

Mr. Blake moved to recess the meeting. Mr. Dean seconded and the motion carried 6/0. The meeting was recessed at 6:23 p.m.

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Bill Roberts, Chair Angie Murphy, Town Clerk