Board members present: Bill Scheu

Bill Roberts

 Mason Blake

 Dan Dean

 Allen Crawford

 Wade Burns

 Sally Stansill

Board members absent: David Holcomb

Town staff present: Adrienne Isenhower, Zoning Administrator

 Alex Carmichael, Town Administrator

Three members of the public were present. Mr. Scheu called the meeting to order at 5:01 p.m., and led the group in a moment of silence.

**Agenda Approval**

Mr. Blake moved to adopt the agenda as presented. Mr. Roberts seconded and the motion carried 6-0.

**Meeting Minutes Adoption**

Ms. Stansill moved to adopt the June 20, 2019 Meeting Minutes as presented. Mr. Blake seconded and the motion carried 6-0.

**Staff Communications**

Adrienne Isenhower discussed new staffing arrangements with Land of Sky. A new planner is slated to start at the end of September and he is well versed in the area of planning. This individual will be able to devote more time to the ordinance review. Mr. Scheu suggested meeting more than once a month, perhaps beginning in October, to stay focused on the review process.

**Old Business**

A. Review Draft Ordinance Revisions: There was a brief review of the draft ordinance revisions with some minor wordsmithing. Mr. Blake was then assigned the drafting of the PUD (Planned Unit Development) Ordinance. Mr. Roberts discussed the dangers of short term rentals. Mr. Crawford talked about the complications of parking. Mr. Dean brought up some concerns regarding the septic tanks/wells verbiage. Mrs. Isenhower stated that she has been working with Environmental Health, who regulates septic tanks and wells, and she received some information today that is contradictory to Montreat’s ordinance. Mrs. Isenhower and Mr. Carmichael will look further into this and report back at another meeting.

 Mr. Scheu brought up Section 615 Special Front Yard Requirements in Developed Areas. In this section it was decided that setbacks may be reduced to the average setback of the lots directly to, on either side of, and fronting the same side of the street provided the minimum setback is fifteen feet. They then talked about if only one of the adjacent lots has an existing structure located upon it, which structure is located less than the minimum required front setback, and the other adjacent lot either has no structure located upon it or has a structure upon it which is located more than the minimum required setback from the front property line, then, for average purposes, the minimum required front setback shall be used for such other adjacent lot.

There was conversation about reinserting Non-Conforming Uses language. Mr. Dean and Mrs. Isenhower will work together to draft ordinance language for Non-Conformities.

There was a brief conversation about setback requirements but no changes occurred.

Mr. Dean made a series of punctuation and minor word changes.

The discussion of General Provision Sections will take place in September.

There was a discussion regarding the length of time a building permit may remain open.

**Adjournment**

Mr. Blake moved to adjourn the meeting. Mr. Burns seconded and the motion carried 6/0. The meeting was adjourned at 6:23 p.m.

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Bill Scheu, Chair Angie Murphy, Town Clerk