Board members present: Bill Scheu

Bill Roberts

 Mason Blake (by telephone)

 Dan Dean

 Allen Crawford (arrived at 10:23 a.m.)

 Wade Burns

 Sally Stansill

 David Holcomb

Board members absent: None

Town staff present: Adrienne Isenhower, Zoning Administrator

 Angie Murphy, Town Clerk

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

Six members of the public were present. Mr. Scheu called the meeting to order at 10:01 a.m., and led the group in a moment of silence.

**Agenda Approval**

Mr. Dean moved to adopt the agenda as presented. Mr. Roberts seconded and the motion carried 7-0.

**Meeting Minutes Adoption**

Mr. Scheu announced that the minutes were pending the next meeting for approval.

**Staff Communications**

Adrienne Isenhower introduced Mr. Stuart Bass, the new Regional Planner with the Land-of-Sky Regional Council, who will be working with the Town of Montreat on the zoning ordinance review.

**Old Business**

A. Review Draft Ordinance Revisions: Mr. Blake outlined some changes in which the reduced setbacks only refer to side yard or rear yard providing the lot is abutting the Woodland or Conservation Districts. Mrs. Isenhower will incorporate this language into the draft ordinance. Mr. Dan Dean suggested that the Commission might want more of a protection or buffer along the Flat Creek. Mr. Blake stated that it was not the intention of the Committee to limit the buffer along Flat Creek. It was decided that Mrs. Isenhower would craft language to exclude Flat Creek section from the above reduction. Mrs. Isenhower was also asked to elaborate more on Greenspace at the next meeting. The Commission would also like to see the Greenspace maps.

 Mr. Dean stated that in several of the districts there is a section entitled “Sewer System” and he wondered for consistencies sake whether it should be included in all the districts. Mrs. Isenhower is still in discussion with the department about whether we need to regulate septic tanks at all. Mr. Dean asked for further clarification about a double asterisk on page 10 of the changes: “Minimum rear yard is 20% of the mean lot depth and less than or equal to 35’ in R-1 and R-3, or less than or equal to 30’ in R-2 for residential uses”. Mrs. Isenhower explained the wording for Mr. Dean. It was decided to change “and less than or equal to” to “not to exceed”.

 Mr. Scheu moved the conversation along to the Discussion of General Provisions. The Commission discussed sections 606 and 607 and decided to make no changes. Mr. Dan Dean will wordsmith section 608 specifically with reference to “a strip of land”. Sections 609-611 were discussed with no changes. Mr. Roberts asked what the status of past pulled permits are with the Town. Mrs. Isenhower said there are a lot of documents and plans in the Town Services Building. Section 612.1 deals with Accessory Buildings and Uses and after a lengthy discussion it was decided that no changes were necessary. There was no desire to change Sections 612.1(1) 612.1(2), 612.1(3), 612.1(4) or 612.1(5). The Commission discussed Section 612.2 Garages. Adrienne Isenhower pointed out that the definition of garages included carports. Provision 612.2 (3) and (4) would need to be modified to exclude carports. They would still require a conditional use permit. Section 612.4 needs some wordsmithing in the introductory paragraph. Mrs. Isenhower feels Section 612.4 is rather strict based on Federal Standards. It was decided to delete “to be demonstrated to be the least possible modification of the setback (s) that” from Section 612.4(1) while also deleting the words “zoning ordinance”. Section 612.4(2) was deemed satisfactory. It was decided to delete “zoning official” from Section 612.4(3). The applicant shall verify the disability in a manner acceptable to the zoning official in Section 612.4(4). Section 612.4(5) was removed completely.

 It was decided that the next meeting date will be October 10th from 10:30 – 12:30 with location to be determined.

**Adjournment**

Mr. Roberts moved to adjourn the meeting. Mr. Burns seconded and the motion carried 7/0. The meeting was adjourned at 11:44 p.m.

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Bill Scheu, Chair Angie Murphy, Town Clerk