Board members present: Bill Scheu

Allen Crawford

Sally Stancil

Mason Blake

Wade Burns

Dan Dean

Bill Roberts

David Holcomb

Board members absent: Sally Stancil

Town staff present: Angie Murphy, Town Clerk

 Alex Carmichael, Town Administrator

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

Three members of the public were present. Mr. Scheu called the meeting to order at 10:32 a.m., and led the group in a moment of silence.

**Agenda Approval**

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

**Meeting Minutes Adoption**

Mr. Blake moved to approve the minutes as amended. Mr. Blake seconded and the motion carried 7/0.

**Old Business**

A. Zoning Ordinance Revisions: There was continued discussion about air b&b’s and short term rentals. Mr. Roberts was in agreement with the rest of the Commission to move forward with no changes. Mr. Carmichael explained how nuisance calls and noise ordinance questions are handled by the Montreat Police Department. Mr. Burns spoke to the topic of garage/studio apartments and how they have a long history in Montreat but current zoning does not allow for them. Mr. Scheu asked Mr. Bass to research the prohibitions on secondary domiciles.

 The discussion of definitions continued from the last meeting. Under the topic of “Special Use Permits” Mr. Roberts suggested a legal notice being placed at the Montreat Gate to allow for more residents to be made aware of special meetings. Mr. Holcomb suggested a five line/reader sign rather than paper signs which are not visually appealing. Mr. Carmichael gave some insight on the Town’s legal noticing efforts. The “subdivision” definition as it stands is by state statute. The definition of “subdivision” was shortened to “all divisions of a tract or parcel of land into two or more lots, building sites, or otherdivisions of land involving the dedication of a new street or a change in existing streets.” The remaining portion of the current definition will be addressed in the subdivision ordinance. It was decided to add “antenna” to the definition of support. The Commission removed “use by right” from the definitions. There was a small typographical error in the definition of “variance”. Visual aid was removed from the definition of “visible”.

**New Business**

A. Conditional Zoning District: Mr. Bass explained the definition of Conditional Zoning Districts. There was a lengthy discussion about Conditional Zoning Districts. The Commission worked on grammatical changes.

The next meeting will be held on January 2nd.

**Adjournment**

Mr. Roberts moved to adjourn the meeting. Mr. Crawford seconded and the motion carried 7/0. The meeting was adjourned at 12:05 p.m.

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Bill Scheu, Chair Angie Murphy, Town Clerk