Board members present: Wade Burns

 Dan Dean

Bill Scheu

 Mason Blake

 Bill Roberts

 Allen Crawford (left at 12:02 p.m.)

 Sally Stansill

 David Holcomb

Board members absent: None

Town staff present: Angie Murphy, Town Clerk

Adrienne Isenhower, Zoning Administrator

Stuart Bass

No members of the public were present but two members were watching via Zoom. Mr. Scheu called the meeting to order at 10:31 a.m., and led the group in a moment of silence.

**Agenda Approval**

Mason Blake moved to adopt the agenda as presented. Dan Dean seconded and the motion carried 8/0.

**Meeting Minutes Adoption**

The June 9th Meeting Minutes were approved by a motion from Dan Dean with a second by Mason Blake. The June 16th Meeting Minutes were not approved and will go back to the Town Clerk for further review.

**Old Business**

1. Review of Complete Ordinance Restated: Article I was reviewed with a few changes. Article II Definitions was reviewed and Bill Roberts suggested inserting “Commercial Vacation Rental” which states that it is a dwelling that is leased to visitors for less than 12 months and occupancy can exceed 14 people but it is subject to commercial laws and rules. Mr. Roberts also suggested definitions for “Vacation Rental” and “Long Term Rental”. Mr. Scheu suggested that Mr. Bass and Mrs. Isenhower review the law and get back to the Commission at the next meeting. Mr. Scheu also suggested putting all definitions under “R”. Mr. Roberts will email out his definitions to the entire Commission.

After carefully reviewing the definitions the only changes made were typographical or spacing changes.

Article III Administrative Provisions was carefully reviewed as well. The abbreviation for Notice of Violation “NOV” was removed. Section 308’s title was changed to just “Violations”. Under Section 309 Mr. Blake raised the question of whether the ordinance needs to include a McDowell County ETJ Representative. Mrs. Isenhower stated that she had contacted, without a response, the School of Government for further information about this requirement. Subject to checking the statute, Mr. Blake moved to remove this from the ordinance. Mr. Dean seconded and the motion carried 8/0. It was decided to make the Planning & Zoning Commission a six member board from Montreat, two alternates and one Buncombe County Representative (outside of the Town). Mrs. Isenhower pointed out that the Board of Adjustment also had the same requirement for the McDowell County ETJ Representative. Mr. Dean made some structural changes (309 and 310) with subsections for better clarity. There was also a discussion of whether the new section 160d can be approved by the Board of Commissioners prior to its effective date of January 1, 2021. Mrs. Isenhower is going to reach out to the School of Government for more information.

In Article XIV Legal Status Provisions Mr. Blake wanted to put in “side yard” with regards to the Woodland District. This change would carry forward for several sections. The change would also affect “rear yard” as well. There were also some numerical changes and some minor verbiage changes. Under section 510.3 add the phrase “or agrees to and which the Town requests”. In Section 510.4 it was decided to change “with respect to I/R and R districts” to “with respects to all districts”.

In Article XI there were some numeration adjustments and capitalization of defined terms. It was decided to delete 609.33 and 609.34.

In Article IX there were some numeration adjustments. In Section 905.1 it was decided to simplify the parallel and diagonal parking. Mrs. Isenhower will send out changes to the Commission. In Section 906 it was decided to delete the subsection since there was only one in question.

In Article X Section 1001.10 Mr. Dean felt that there should be a subsection for enforcement. Mr. Blake included some additional language for Section 1003.4. Mr. Blake received a call from a concerned resident who raised the concern that the ordinance is benefitting one specific entity and the resident questioned if the Commission was getting involved with “spot zoning”. Mr. Blake is going to investigate these concerns and report back to the Commission at the next meeting.

**Public Comment**

No public comment.

**Adjournment**

Mason Blake moved to adjourn the meeting. Dan Dean seconded and the meeting was adjourned at 1:10 p.m.

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Bill Scheu, Chair Angie Murphy, Town Clerk