Board members present: Wade Burns

 Dan Dean

Bill Scheu

 Mason Blake

 Sally Stansill

 David Holcomb

 Allen Crawford

Board members absent: Bill Roberts

Town staff present: Angie Murphy, Town Clerk

Adrienne Isenhower, Zoning Administrator

No members of the public were present but several 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**

Wade Burns moved to adopt the agenda as presented. Mason Blake seconded and the motion carried 7/0.

**Meeting Minutes Adoption**

Wade Burns moved to approve the July 28th Meeting Minutes as amended. Dan Dean seconded and the motion carried 7/0.

**Old Business**

1. Review of Final Draft Changes: In Article I General Provisions Section 102 correct the word “people”. In Section 105 uncapitalize the word “parks”. The paragraphs in Section 106 and 108 should be corrected to read more smoothly. In Section 200.6 changes “occupies” to “occupied”. In Article II Definitions the word “use” under “Buffer” should not be capitalized. Under “Community Facilities” remove the comma after libraries. Insert “and which may be” after “materials” under the section entitled “deck”. Uncapitalize “use” under “easement”. Uncapitalize “single-family” under “Dwelling Unit, Accessory”. Uncapitalize “uses” under “Grocery Stores”. Strike the capital letter in “uses” under “Group Care Facility”. Strike the capital letter in “street” under “Loading Space Off-Street”. Delete the comma after “county” in “Lot of Record”. Uncapitalize “use” under “Manufactured Homes”. Under “Natural Grade (Average)” the word “yard” should not be capitalized. Under “Structure” uncapitalize the word “use” in the first line. Uncapitalize the word “use” under “Zoning District”.

In Article III Administrative Provisions the spacing and indenting needs to be corrected. In Section 302 subsection 5 make utility plural. The spacing needs to be corrected in Section 302.4. In Section 306.2 remove capitalization from “Notice of Violation”. Also in Section 308.2 subsection B remove capitalization from “Notice of Violation”. The spacing needs to be cleaned up between 308.2 subsection “B” and “C”. In Section 309 change “selected by” to “nominated by”. This change should also carry over to the category of Board of Adjustment. Under “Planning and Zoning Commission” Section 309.2 work on renumbering the paragraphs. Section 309.4 – 309.6 needs to have its own section. In Section 309.5 add an apostrophe after “days”. In Section 309.6 subsection D change “accepted” to “approved”.

It was decided to set Board of Adjustment up the same way Planning & Zoning Commission was set up with some renumbering involved. In Section 310.4 delete the parenthetical that houses “see also Section 1203 D” and add the following verbiage “in accordance with the following procedures”. In Section 310.32 the word “use” should not be capitalized. Also in Section 310.32 subsection F capitalize “non-conforming” two different times. Towards the end of Section 310.32 subsection F there is another situation where “use” does not need to be capitalized.

In Article IV Establishment of Zoning Districts under Section 402.1 the word “streets”, “alleys” and “easements” should not be capitalized.

In Article V Zoning District Regulations there was a discussion about relaxing the side yard and rear yard setbacks by 10 feet in the Conservation Easement based on some feedback from the Mountain Retreat Association. Mr. Richard DuBose had expressed his concerns regarding the possibility liability of trees falling and the MRA being held responsible. The Woodland District encompasses the Conversation Easement. It was decided to leave the recent change at 10 feet and the Commission will point out to Council that there is some concern from the MRA. In Section 503.83 the word “yard” needs to be plural. In Section 509.1 the word “park” does not need to be capitalized.

There was a discussion about Section 608 Double Frontage Lots but no changes were made.

In Article VI Development Provisions under Section 600.1 and 602 uncapitalize “street”. In Section 606.1 subsection 2 the word “uses” should not be capitalized. In subsection 3 insert the word “only” before “be”. In Section 612 a period needs to be added at the end of the sentence. In Section 619 the formatting needs to be reworked. In Section 619.3 under subsection I the reference to Subsection H should be corrected to Subsection G. Section 620 the word “Units” needs to have the “s” removed.

In Article VII Parking and Loading Regulations capitalize “net floor area”.

In Article VIII Signage Section 801 needs to be renumbered as Section 800. In Section 801.92 change “specified” to “described”. “Sign” should be singular in Sections 802.4, 802.5, 802.6, 802.8, 802.9, 802.10 and 802.11. Under Section 806 insert quotation marks around the word “welcome” and also the word “signs” in all cases she not be capitalized.

In Article X Nonconformities the last unnumbered paragraph under Section 1000.4 should be labeled “D”.

The next meeting will be August 25th.

Wade Burns briefly offered his opinion on Front Yard Setbacks.

**Public Comment**

There was no Public Comment at this time.

**Adjournment**

Dan Dean moved to adjourn the meeting. Sally Stansill seconded and the meeting was adjourned at 12:32 p.m.

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Bill Scheu, Chair Angie Murphy, Town Clerk