Committee members present: John Casper

 Richard DuBose (via telephone)

Committee members absent: Mari Gramling

 Maggie Elliott

 Dr. Bill Seaman

 Dr. Paul Maurer

 Daniel Hewitt

Town staff present: Kayla DiCristina, Zoning Administrator

 Angie Murphy, Town Clerk

Special Guest:

Ms. DiCristina explained at this Work Session the only items that will be considered are grammar and punctuation and any content changes will need to occur in a public meeting.

Mr. DuBose noted a missing space in the first paragraph of page forty. Mr. DuBose also mentioned in the second paragraph, fifth line from the bottom, remove the hyphen from “reevaluating”. Mr. DuBose also mentioned in the top paragraph of right column, fifth line from the bottom, the sentence ends in a preposition and suggested striking “that could be commented on”. Mr. DuBose inserted a comma after the word “efforts” in the fifth line of the bottom paragraph.

There were no changes from anyone on page forty-one.

Ms. DiCristina noted that on page forty-four she changed “four major topics” to “three major topics”. Mr. Casper suggested arranging the blocks below in the same order that the topics are listed in the paragraph above the blocks. Mr. Casper also suggested adding a parentheses at the end of each description with the one word name such as: “Community Character and Development (Development)”. Mr. DuBose noted that the word “or” in the second column paragraph should be changed to “and” for better clarity. Ms. DiCristina flagged this comment as a content issue with regards to removing “points of tension”. Mr. DuBose felt that the last sentence “..capture the essence of what Montreat…” was a rather bold statement so Ms. DiCristina flagged it as content. Mr. Casper suggested under the development block to change “to be polite” to “consider”. Mr. DuBose had heard that term used with respect to Montreat. Ms. DiCristina flagged it for a full committee discussion. Mr. DuBose indicated there should be a space between “value” and “encourages”.

Ms. DiCristina mentioned on page forty-five that “mayor” needed to be capitalized and “Town Staff” needed to be added. Mr. DuBose suggested changing “the objectives were given a priority level” to “each objective was given a priority level”. Mr. DuBose also suggested a hyphen after “long” and after “short”. Mr. DuBose suggested a search of the whole document for words that needed hyphens. Mr. DuBose deleted the word “also” in the last sentence of the first paragraph.

Mr. DuBose suggested adding “the” before Tree Board in Section #2 on page forty-six. Also on page forty-six, Mr. DuBose questioned if “protected and encouraged trees list” was an actual list that needed to be capitalized and he also suggested footnoting the source of the list. Mr. Casper had some concern about use of the word “riparian” in Section #5. Ms. DiCristina felt that was content based so shed made a note to discuss with the full committee.

Mr. DuBose noted that a comma was needed after “strategies” in the next to last sentence in first paragraph on page forty-seven. Mr. DuBose suggested adding ‘”a” before “community” in the next paragraph. Mr. DuBose suggested adding commas after “employees” and “communication” in the last sentence of the second paragraph.

Mr. DuBose suggested capitalizing “native”, “defensible”, and “thinning” on page forty-eight under Firewise Landscaping and adding a semi-colon after “barren” under “Location & Spacing”.

There were no changes on page forty-nine.

Mr. DuBose suggested adding “that” after ensure, switching out “at” for the word “for” and adding a comma after “purpose” on page fifty under item 11.

Mr. DuBose suggested adding a comma on the sixth line after “hazards” and removing the comma after “including” on page fifty-one.

Mr. DuBose suggested adding hyphens to both “short” and “long term” and capitalizing “Maximum Lot Coverage” in Section two on page fifty-two. Mr. DuBose suggested changes in Section three to remove the word “work” and capitalize the first word “in”. Mr. DuBose also suggested a comma after “organizations” and insert “work” before the word “develop”. Ms. DiCristina suggested a content based discussion surrounding the word “develop”. Mr. DuBose suggested a final comma after “plan”. Mr. Casper mentioned inconsistencies using “MRA” and “Mountain Retreat Association” interchangeably throughout the plan and asked Mr. DuBose his opinion. It was decided that using “Mountain Retreat Association” would be more consistent”.

There were no changes on page fifty-three.

Mr. DuBose suggested on page fifty-four, Section 1, to remove “plan” and insert “study may include investigating, but is not limited to,”. Mr. DuBose also pointed out that a period is needed as punctuation at the end of Section 5.

Mr. DuBose felt that “comprised” in the top line of page fifty-five should be “composed”. Mr. DuBose suggested moving “Department of Environmental Conservation” into paragraph one and adding a parentheses around “DEC” while removing “Department of Environmental Conservation” out of paragraph and two and just use the abbreviation in parentheses. Mr. DuBose suggested that “overflow” be one word rather than two words as written out in paragraph one. Mr. DuBose suggested removing the hyphen from “24 hours” in the second to last line of the last paragraph. Mr. DuBose also suggested adding “, the” after “2019” in the second sentence of the second paragraph.

Mr. DuBose suggested adding a comma after “path” and before “was” in the second paragraph on page fifty-six. Mr. DuBose also suggested ending the sentence after “completed” and starting a new sentence beginning “Other recommendations….”.

Mr. DuBose suggested inserting a comma after “process” in the second sentence and add the word “that” after “and” on page fifty-seven. Mr. DuBose suggested adding “to secure” under the second bullet. Mr. DuBose also suggested removing the hyphen from reevaluate under the last bullet. Mr. Casper reminded Ms. DiCristina to adjust page number changes in the table of contents.

The editing workshop ended at 11:45 a.m.

­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Angie Murphy, Town Clerk