

MINUTES

**PLANNING AND ZONING BOARD
FEBRUARY 18, 2009
5:30 P.M.**

❖ **CALL TO ORDER:**

Chairman Burt called the meeting to order at 5:39 p.m.

❖ **PLEDGE OF ALLEGIANCE:**

Board Member Hall directed the Pledge of Allegiance.

❖ **ROLL CALL:**

BOARD MEMBERS PRESENT: Vice-Chairman Brooks
 Board Member Hall
 Chairman Burt
 Board Member Davidson (arrived 6:05 p.m.)

BOARD MEMBERS ABSENT: Board Member Percy

TAB 1: APPROVAL OF MINUTES:

❖ JANUARY 21, 2009 MEETING MINUTES

MOTION by Chairman Burt, seconded by Board Member Hall, to approve the minutes with changes.

AYE: Brooks, Hall, Burt
NAY: None

TAB 2: UPDATE OF EVALUATION AND APPRAISAL REPORT (EAR)

Marisa Barmby gave a brief update on the EAR, stating it is due to the State on May 1, 2009. She reported the Regional Planning Council is getting all of the components put together. The list of issues from the joint meeting has been sent to the State, but confirmation has not been received back from the State that those are the issues that need addressed. Marisa is reviewing the Comprehensive Plan against the list of issues. She will bring the draft EAR Document to the Planning and Zoning Board for review and Public Hearing, at its next meeting on March 18, 2009. The EAR Document, along with recommendations from the Planning and Zoning Board, will be taken to the Town Council on April 14, 2009 for first reading, and for second reading and Public Hearing on April 28, 2009.

TAB 3: STATUS REPORTS

A. REPORT ON STATUS OF ITEMS THAT HAVE BEEN HEARD BY PLANNING AND ZONING BOARD AT PREVIOUS MEETINGS.

Marisa Barmby reported she has a request that has come forward from several business owners relating to signage, that she would like to bring back to the Planning and Zoning Board next month. The business owners want to look at getting electronic message boards.

Marisa Barmby stated that the Town Limit sign that has been moved to south of the Twin Fountains property, which is south of the School Board property, as requested.

DELEGATIONS- QUESTIONS & COMMENTS FROM THE FLOOR

(Each speaker shall be limited to three (3) minutes)

None.

REPORTS FROM OFFICERS

- **PLANNING DEPARTMENT COMMENTS**

Marisa Barmby updated the Planning and Zoning Board on the Overlay District process. She reported the Town Council has tasked her, along with Town Manager Stewart and past Interim Town Manager DeLegge, to meet to determine some boundary areas. Once that is accomplished, homework will be given to both the Town Council and the Planning and Zoning Board to determine the goals and direction. Once language is created, a joint meeting of the Town Council and Planning and Zoning Board should be scheduled to discuss the next steps.

- **TOWN ATTORNEY COMMENTS**

None.

- **BOARD MEMBER COMMENTS**

Board Member Brooks asked what role the Planning and Zoning Board would have to change the Sign Ordinance itself. Ms. Barmby explained it would be the body that would make recommendations to the Town Council.

Board Member Hall asked why it was taking so long to change the sign from Swan Road to Lake Marie Drive.

Board Member Brooks suggested there should be a directional sign for Lake Menzie.

Board Member Brooks reported the big fruit sign on Highway 27 is atrocious, and the business has been closed down. Marisa Barmby reported that is a code violation. Board Member Brooks stated that if the Ordinance needs to be changed to alleviate these types of issues then the Planning and Zoning Board needs to make that recommendation, and clean these things up once and for all.

Board Member Brooks stated the Town is so focused on Dundee Road coming into town, that it is forgetting about Highway 27 and 17 coming into town. It is unbelievable the trash and eyesores along those roads, especially 17, coming into town. Marisa Barmby stated some of those issues will be addressed during the overlay process.

Board Member Hall asked again what the dimensions of the prospective lake front in regards to vacating Old Dundee Road.

Chairman Burt reported there should be a Town Limit sign at the point where Eighth Street becomes Detour Road. Also, all of the Town Limit signs should say Town Limits and not City Limits, since Dundee is a Town.

Chairman Burt reported that he would like to see something to allow business owners to remain in compliance when they do beautification projects to their businesses, and the right-of-way around it.

Board Member Hall asked Marisa Barmby if the proposal to move the Kiddie Park is part of the Public Hearing to be held on Lake Marie Park. Ms. Barmby reported it is not part of the Public Hearing. The Public Hearing is for a grant to build a fishing pier, and canoe/kayak launch, and a small playground, on the southeast corner by the grassy parking area by the church. Also, the parking area would be improved. Board Member Hall reported the problem is there is a park already established on the north end that is not being maintained – it is dirty and has never been cleaned in the ten years it has been there. The play area is deteriorated and has potholes large enough for children to fall in at the end of the slide, and under the swings. He feels these issues should be addressed, and if the Town can't maintain what it already has, it would be an argument for putting something else there. There are also cigarette butts laying all over the ground.

Board Member Brooks suggested contacting some volunteer groups for assistance in cleaning up this park, or maybe using our inmate labor.

Board Member Hall reported Merrill Avenue Park should probably also be looked at for clean-up issue, since it also has a Kiddie Park area.

Town Manager Andy Stewart joined the meeting and introduced himself to the Planning and Zoning Board Members.

Board Member Brooks asked where we stand on the relocation of south 1st Street. Marisa Barmby reported Council approved it on both first and second reading, but no project plans have been submitted.

- **CHAIRPERSON COMMENTS**

Chairman Burt asked if the time of the Planning and Zoning meetings should be changed for convenience of the Board Members.

MOTION by Board Member Hall, seconded by Board Member Davidson, to change the time of the Planning and Zoning Board meetings from 5:30 p.m. to 6:00 p.m. on the third Wednesday of each month.

AYE: Brooks, Hall, Burt, Davidson

NAY: None

ADJOURNMENT

MOTION by Board Member Hall, seconded by Board Member Brooks, to adjourn the meeting.

AYE: Brooks, Hall, Burt, Davidson

NAY: None

Chairman Burt adjourned the meeting at 6:15 p.m.

CHAIRMAN BOB BURT

ATTEST:

TOWN CLERK JOSEPH J. DELEGGE