

REGULAR MEETING MINUTES
Wednesday, November 20, 2019 at 6:30 P.M.
Town Hall, 2nd Floor Conference Room

I. Call to Order

- A. Chair Jeanne Marie Foster called the meeting to order at 6:30 p.m.

II. Roll Call

- A. Board members present were Jessica Higgins, Tom Lawson, Meghan Flow, Bill Scantland, Mike Sullivan and Joseph Hamby. Also present were Attorney Bo Houff and Planner Stacy Tolbert.

III. Regular Business

- A. Approval of Agenda
1. Jessica Higgins moved to approve the agenda. The motion was seconded by Mike Sullivan and approved unanimously.
- B. Approval of Minutes
1. October 16, 2019
 - a. Bill Scantland moved to approve the October 16, 2019 minutes. The motion was seconded by Joseph Hamby and approved unanimously.
 2. November 6, 2019
 - a. Minutes from this meeting were not available.

IV. Public Hearings

- A. None.

V. Technical Review(s)

- A. None.

VI. Reports & Updates

- A. Chair
1. There was discussion about new appointments and the chair's vacant position on the board.
- B. Planner
1. The WS/FCS rezoning has been approved.
 2. The request for the school's waiver has been approved.
 3. The UDO text amendment expanding to 500 feet has been approved.
 4. Council will most likely send a request regarding the PCO fee waiver for government entities.
 - a. There was discussion on the process and substance of the matter.
- C. Clerk
1. Not is attendance.
- D. Attorney
1. None.

VII. New Business

- A. UDO Audit/Assessment

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1. Information on the companies that may be performing the assessment audit were provided to the board.

VIII. Continued Business/Work Session

- A. Ordinance Update Process
 1. Board members were provided a handout with the information for review.
- B. Connectivity
 1. Discussions have begun and will provide the basis for decision-making.
 - a. PSAC is to consider.
- C. Street Trees
 1. LBC will provide information to the board by January 22, 2020.
- D. Other Ordinances in process for 2020
 1. Tree ordinance.
 2. Neighborhood outreach.
 3. Connectivity.
 4. Street trees.
 5. IP uses.
 6. NEAP ordinance.
 7. Non-residential standards.

IX. Meeting Review

- A. Action Item Consensus/Next Steps
- B. Next Meetings
 1. Public Hearing/Work Session - December 11, 2019 (only one meeting scheduled for December)
 - a. Board members agreed to start the meeting at 5:30 p.m.
 - (1) The clerk will give notice of the time change.
 2. Public Hearing - January 8, 2019

X. Adjournment

- A. Having no other business to conduct, Bill Scantland moved to adjourn the meeting at 8:17 p.m. The motion was seconded by Mike Sullivan and approved unanimously.

Jeanne Marie Foster, Chair

ATTEST:

Joyce C. McWilliams Walker, Town Clerk