



**City of Boiling Spring Lakes  
Board of Commissioners ~ Planning Board Workshop  
July 19, 2017  
City Hall – 6:30 p.m.**

**PLEASE TURN OFF CELL PHONES**

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**1. Call to Order ~ Mayor Craig Caster**

The Board of Commissioner ~ Planning Board Workshop was called to order at 6:30 p.m.

**2. BOC Attendance ~ in attendance at the meeting were ~**

Mayor Craig Caster  
Commissioner David Putnam  
City Manager Jeff Repp  
City Clerk Jane McMinn  
Police Chief Brad Shirley

Commissioner Mark Stewart  
Commissioner David Crawford  
Wes MacLeod, COG  
Code Enforcement Officer Ruth Bek

Commissioner Stilwell ~ **Excused**

**Planning Board ~ in attendance at the meeting were ~**

Chairman Bill Clark  
William Sraver, Jr.  
Gene Fiorvante  
Maggie Della Badia, Admin. Assistant

Nancy Crawford  
Jeremy Sexton  
Lucille Launderville

**3 UDO Article 5 Review**

Commissioner Putnam requested the combined workshop be scheduled due to questions about the draft UDO. The Board suggested adding definitions to Article 5 for the Primary Zoning Districts; by adding the definitions, this will be helpful for the ease of understanding. Mr. MacLeod also agreed this could certainly be done; we do have the definitions in the Land Use Plan as it stands, but we can add them into the UDO as well.

A discussion was held about which board should approve conditional use permits.

Commissioner Stewart stressed if the City is rewriting the UDO lets do the whole thing so we are not looking at re-working the UDO again a few years down the road. Ms. Bek commented this is a decision the Board would need to make and give staff the direction. We also need input from the Planning Board.

Mr. Repp stated staff is working with the UDO as it was originally written; we all do not have a clear understanding of the logic behind the UDO. Staff did not go into this with the idea of changing everything. The Planning Board is taking the time to review the UDO.

If it is the decision of the Board to make the C-1 and C-1A a commercial business, then we can certainly do that.

Mr. Clark also suggested clarification of wording changes should be taken into consideration.

**The Draft UDO Article 5 Zoning Districts is hereby incorporated by reference and made part of these minutes**

**4. UDO Article 6 Review**

It was suggested by the BOC when permits are issued for home occupancy, vending ice machines, accessory uses and accessory buildings, we may want to add a timeframe the permit remains valid, ensuring the structure is completed and not just left unfinished. The Board suggested this might be something we want to look at.

Ms. Bek suggested the possibility of creating a sub-committee with both the Planning Board and the BOC to review decisions by talking with each other as a small group.



**The draft UDO Article 6 Supplemental Regulations is hereby incorporated by reference and made part of these minutes**

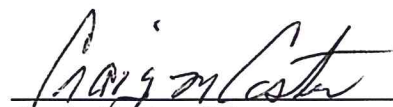
**5. Review of UDO Text Amendment Request ~ Dry Cleaner / Laundromat to C-1 A**

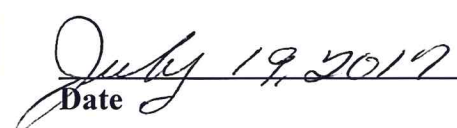
Commissioner Stewart stated, until we come up with a definition between C-1 and C-1A, at this time I am not in favor of approving the request that backs up to a residential area. Mr. Repp explained, an application has been submitted for your consideration. Currently the Board is not at the point of consideration for this request. A public hearing needs to happen first; then it is up to the Board to proceed from there.

Mr. MacLeod requested the Board to give staff their determination of the C-1 and C-1A. You may not be prepared to answer at this point; however, staff is looking for direction.

**The Board of Commissioner / Planning Board Workshop was adjourned at 8:17 p.m.**

ATTEST:    
Jane McMinn, City Clerk

  
Craig Caster, Mayor

  
Date July 19, 2017