

**PLANNING BOARD
MINUTES
JANUARY 11, 2011
CITY HALL
6:30 P.M.**

CALL TO ORDER

Chairman Dave Giera called the meeting to order at 6:30 p.m. and led the Pledge of Allegiance.

ATTENDANCE: In attendance were Chairman Dave Giera, Bill Clark, Sue Franks, Matt Smith, alternate member Allen Phillips, UDO Administrator Becky Cummings and Secretary Sylvia Wagner. Absent was Shayne Hawn.

Due to the absence of Shayne Hawn, alternate Allen Phillips assumed a voting position on the Board.

APPROVAL OF MINUTES

A motion was made by Sue Franks and seconded by Allen Phillips to approve the minutes of the December 14, 2010 meeting.

Vote: 5-0 Motion carried

APPROVAL OF AGENDA

A motion was made by Matt Smith and seconded by Bill Clark to approve the agenda as presented by Chairman Dave Giera.

Vote: 5-0 Motion carried

PUBLIC COMMENTS

There were no public comments.

OLD BUSINESS

Conservation District Update

Dave Giera reported that he talked to Mayor Richard White recently. The State officials will come here to Boiling Spring Lakes to meet with the Mayor. This way they can take a look at things because they were surprised at the amount of land owned by the State. The Planning Board would like two people from the P.B. to attend; the Chairman and a member. Getting them to the table is a big step and a date will be set soon.

Economic Development Update

Becky Cummings has a meeting schedule tomorrow with Woody Hall of UNC Wilmington and Jim Bradshaw of Brunswick County Economic Development along with City Manager Dave Lewis. Becky has not received the itinerary. Dave Giera would like to see the topic of light industrial zoning discussed at some later date.

NEW BUSINESS

Vending Machines

Becky Cummings shared her power point presentation with the Board of outside vending machines installed within Boiling Spring Lakes. Recently an outside ice machine with no plumbing, electrical, or zoning permits was installed on Route #87 in a commercial area.

A lengthy discussion followed at this time. The Planning Board felt that since outside vending machines are not listed in permitted uses in the UDO (Unified Development Ordinance), a definition and provision should be made to accommodate them. Also, the places that have or could have types of vending machines were mentioned and whether they are stand alone and should be screened.

Allen Phillips mentioned that he saw an area near Holden Beach where vending machines are contained in a small plaza with a common roof. Matt Smith knew this area and explained that it falls under Brunswick County jurisdiction. Dave Giera thought that since vending machines are not listed under “permitted uses” we just need to add it. Becky Cummings noted that Ocean Isle Beach is one of the few towns in the county that has an ordinance addressing vending machines.

Matt Smith stated that this ice vending machine is a stand alone business unlike any other vending machine in the City. Other City vending machines include newspaper, air and vacuum.

Becky Cummings explained that the Board of Commissioners has issued a 90-day stay regarding any fines to the owner while the Planning Board works on a solution and presents it to them. An extension and waiver doesn’t seem to be a problem.

Allen Phillips summarized that we need to define vending machines and where they can be located.

A motion was made by Bill Clark and seconded by Sue Franks to think about the wording for “vending machines” to be included in the UDO and table this issue until next month’s meeting.

Becky Cummings added that parking, landscaping and drainage need to be considered for stand alone vending machines

Vote: 5-0 Motion carried

Appointment of Technical Review Committee Member

Allen Phillips has been the acting member of the TRC for three months with no meetings being held so far. He has volunteered to continue this membership at least until after a meeting is held.

A motion was made by Bill Clark and seconded by Sue Franks to appoint Allen Phillips to the Technical Review Committee.

Vote: 5-0 Motion carried

Review and Update of Planning Board Procedures

Bill Clark questioned the reason why we voted for a new Chairman and Vice Chairman at the December meeting instead of the January meeting as stated in the Planning Board Procedures. It was agreed that the vote should have taken place at the January meeting and we follow procedure from now on.

Also, the procedure of seating of an alternate in a voting position and the time of the call to order were discussed. It was established that the alternate shall move up after the meeting is called to order and that the meeting begins at 6:30 p.m.

The following changes under “Members” were made by the Committee:

1. d. A member may be terminated for missing three consecutive unexcused meetings.
3. Of the two alternate members, one will be designated Primary Alternate and one Secondary Alternate, based on seniority. In the event of the absence of a regular member, after the meeting has been called to order, the primary alternate would act in the absence of that member with full voting authority until such meeting is adjourned. Should two absences occur simultaneously, both the primary and secondary alternate would act in place of the absent members with full voting authority.

A motion was made by Allen Phillips and seconded by Bill Clark to adopt the above changes.

Vote: 5-0 Motion carried.

Review of Long Range Plan – Choosing item to move forward with

The Chairman suggested the Board table this item until the next meeting.

A motion was made by Allen Phillips and seconded by Sue Franks to table this item until the next meeting.

Vote: 5-0 Motion carried

OTHER BUSINESS

There was no other business.

ADJOURNMENT

A motion was made by Allen Phillips and seconded by Sue Franks to adjourn the meeting at 8:00 p.m.

Vote: 5-0 Motion carried

Respectfully submitted by Sylvia Wagner