

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

CALL TO ORDER

Chairman David Giera called the meeting to order at 6:30 P.M. and led the Pledge of Allegiance.

ATTENDANCE

In attendance were Chairman David Giera, Matt Smith, Bill Clark, Sue Franks, alternate member Tom Von Voigt, UDO Administrator Becky Cummings and Secretary Sylvia Wagner. Absent were Shayne Hawn (excused) and alternate member Allen Phillips (excused).

Due to the absence of Shayne Hawn, alternate member Tom Von Voigt assumed a voting position on the Board.

APPROVAL OF MINUTES

A motion was made by Sue Franks and seconded by Bill Clark to approve the minutes of the September 13, 2011 meeting.

Vote: 5-0 Motion carried.

APPROVAL OF AGENDA

A motion was made by made by Bill Clark and seconded by Sue Franks to approve the agenda after the recommendation to push "Land Use Plan review for Light Industrial District" to the next meeting.

Vote: 5-0 Motion carried.

PUBLIC COMMENTS

Barbara Glidden, owner of Banana Boat Landing, thought that the Planning Board was going to get input from business owners for consideration in review of the sign ordinance.

Matt Smith replied that he did contact people via email with little response. Becky received no public input, but Tom Von Voigt did get some input. Matt didn't think that the Planning Board will finish reviewing the sign ordinance tonight and that a draft could be made available for the public's review and input at Becky's office.

Ian Hunting, owner of Pepperoni Pizza, informed the Board that he had spoken to some local business owners and they wanted him to put some concerns down on paper and sign their names to it. He mentioned some of the issues and Becky requested that he email her a written copy of his requests in order to keep a complete and accurate record.

NEW BUSINESS

Appointment of Technical Review Committee Representative

This appointment is made every three months.

A motion was made by Sue Franks and seconded by Bill Clark to appoint Matt Smith as a representative to the Technical Review Committee.

Vote: 5-0 Motion carried.

Review of the Sign Ordinance

Becky Cummings distributed a copy of the draft sign ordinance (attached) for the Planning Board to begin working on. She explained that the basis for this draft comes from Ocean Isle Beach with rules from other area municipalities being incorporated. It was recommended by City Attorney Elva Jess that we consider this ordinance as she is also their town attorney.

Becky suggested that Planning Board members review the draft sign ordinance line by line as shown on the large screen on the wall. Any changes can be made and agreed upon at that time. A final motion for recommendation to the Board of Commissioners will be made at the completion of the review of this ordinance.

The following text was reviewed:

10.0 Purpose and scope.

Consensus approved

10.2 Definitions (A list will of words to be added to definitions will be kept by the secretary)

1. Freestanding

10.3 Signs exempt from permitting requirements

- (1) Consensus approved
- (2) Consensus approved
- (3) Consensus approved
- (4) Consensus approved
- (5) Consensus approved
- (6) Consensus approved
- (7) Add “and installed by the land owner or agent” – Consensus approved
- (8) Consensus approved
- (9) add “sale” (see attached revised document) – Consensus approved
 - a. “freestanding” to be defined in Section 10.2 Consensus approved
 - b. Omit – 3. (See attached document) - Consensus approved
 - c. Consensus approved
 - d. Change word structure to premise, move some wording to become (f) (see attached document) – Consensus approved
 - e. Consensus approved
 - f. (f) to become (g), Table until next meeting
 - g. Table until next meeting
- (10) Change to (a) (b) and (c) to clarify residential and commercial district temporary construction Site signs –(See attached document) - Consensus approved
- (11) Consensus approved

ANNOUNCEMENTS

- The next Planning Board will be held on November 15, 2011 at 6:30 P.M. at City Hall because of Election Day.
- The next Board of Commissioners will be on November 1, 2011 at 6:30 P.M. at City Hall.

- Becky announced that both Sue Franks and Matt Smith have term expirations on December 31st and if they wish to reapply they should have their applications filed with the City Clerk Linda Merry as soon as possible for recommendation by the Board of Commissioners.

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ADJOURNMENT

A motion was made by Sue Franks and seconded by Bill Clark to adjourn the meeting at 8:05 P.M.

Vote: 5-0 Motion carried

Respectfully submitted by Sylvia Wagner