

PLANNING ZONING BOARD

Tuesday, October 15, 2013

The Planning & Zoning Board held its regular meeting on Tuesday, October 15, 2013 at 7:00 p.m. in the Council Chambers of the Graham Municipal Building. Board members present were Ricky Hall, Bill Teer, Andy Rumley, and Michael Benesch. Bonnie Blalock, Tim Beshel and Dean Ward were absent. Staff members present were Frankie Maness, City Manager, Melissa Guilbeau, City Planner, Kaitland Finkle, Planning Intern, and Martha Johnson, Zoning/Inspections Technician.

Chairman Andy Rumley called the meeting to order and explained the function of the Board.

Invocation was given by Ricky Hall.

1. Ricky Hall made a motion for approval for the September 17, 2013 Planning Board minutes, seconded by Bill Teer. All Planning Board members voted in favor.
2. Ricky Hall made a motion for approval for the October 2, 2013 special Planning Board minutes, seconded by Michael Benesch. All Planning Board members voted in favor.
3. Text Amendment for Subdivisions and Site Plans. Request by staff to amend the *Development Ordinance* to replace "Article VIII. Subdivision Regulations" with "Article VIII. Subdivisions and Site Plans," add "Appendix C. Street Standards," and make other related amendments. Melissa Guilbeau stated the only change made from what was presented at the October 2nd meeting was regarding private improvements brought up by Dean Ward. With the change, we would require the developer either to construct or bond all private improvements before any certificates of occupancy would be issued. Ricky Hall made a motion to approve this item, second by Michael Benesch. All voted in favor.
4. Text Amendment for Nonconformities. Request by staff to amend the *Development Ordinance* to replace "Article IV. Division 2. Nonconforming Uses and Situations" with "Article IV. Division 2. Nonconformities" and make other related amendments. Melissa Guilbeau said this was a request initiated by City Council to look at the Nonconforming section of our ordinance. Staff looked at the current language and researched other communities and came to the conclusion that it would be easier to replace the whole division than to try to make changes to what we currently have. Staff is proposing to completely replace Division 2 to create a clear distinction between the different types of nonconformities. You can have a nonconforming lot, nonconforming use, nonconforming building, or nonconforming site element (parking, landscaping or signage). This new language will make a clear distinction between each of those and what the rules are for each. Staff proposes to replace the existing definitions we have with something clearer and add a definition for nonconforming site elements, which is currently not defined. Since staff proposed to include nonconforming signs in this section we would delete the existing section on nonconforming signs. Ricky Hall made a motion to approve this item as written, second by Michael Benesch. All voted in favor.

Melissa Guilbeau said we would not have the training at this meeting because of the number of members absent. Additionally the person doing the training is not available for the November meeting. Melissa Guilbeau asked for everyone's preference on when to have the training. Michael Benesch suggested another poll to get input from the members, with either day or night options, because that seemed to work very well for everyone. Melissa Guilbeau said she would send out an email.

There being no further business Andy Rumley adjourned the meeting.

Respectfully Submitted,
Martha Johnson
Inspections/Zoning Technician