

**BURNSVILLE PLANNING BOARD**  
**Regular Meeting**  
**Monday, May 21, 2012**

The Burnsville Planning Board, with members Chuck Aldridge, Randy Banks, Dean Gates, Schell McCall, and Harrison Tyner present, held a regular meeting on Monday, May 21, 2012, in the Town Hall. Also in attendance was town staff member Jeanne Martin; Town Councilors Judy Buchanan and Bill Wheeler, and visitors Cynthia Blood, Dottie Buker, Wanda Proffitt, Joyce Watts, and Armin Wessel. Code Enforcement Officer Ronnie Tipton was absent from the meeting. Chairman Dean Gates, who presided, called the meeting to order, stating that the purpose of the meeting was to consider regular business for the month of May, 2012.

- Approval of Minutes – Minutes from Planning Board meetings held March 19, April 16, and April 23, 2012, were presented. Harrison Tyner made a motion to accept the minutes, as written. Motion carried.
- Adoption of Agenda – Chuck Aldridge made a motion to adopt the agenda as presented. Motion carried.
- Public Comment – Armin Wessel spoke to the Planning Board members about signage along the bypass. He said signage should be similar in size to that in the downtown area, and there should be consistencies in lighting and landscaping as well.
- Staff Reports – Public Works Director Anthony Hensley reported on a meeting he'd had with Phil Trew (High Country Council of Governments). Mr. Hensley provided a model stormwater ordinance for future review by the Planning Board. He said Craig Hughes (High Country Council of Governments) will be at next month's meeting to discuss signage on the scenic byway.
- Old Business – Chairman Dean Gates summarized the status of work that has been done by the Planning Board, and work that lies ahead. He commented that the establishment of an extraterritorial jurisdiction will be necessary, but it will be a controversial 18 month endeavor. In the meantime, the Board could work on a stepping stone by creating an area plan and/or corridor plan. If the latter is utilized, very few things would need to be changed.

Mr. Gates shared a document he created that listed the various types of signs and regulations already considered/adopted by the Planning Board. Board members review the document, which is attached to these minutes and by reference made a part hereof.

The Planning Board then worked to complete regulations for the remaining types of signs:

Freestanding Sign - It was noted that regulatory criteria has already been established for the C-2 zoning district. Board members considered whether the C-2 regulatory criteria is appropriate for East and West Main Street or the C-1 areas. Schell McCall shared her concerns that new regulations could cause financial hardships for business owners with existing signs that do not conform. Chuck Aldridge reminded board members that an amortization process has been adopted to address any hardships. Anthony Hensley said sign owners with non-conforming

signs will be made aware of the problem upon the adoption of the ordinance. Dean Gates said that Council could always make an exception, but suggested an area plan that includes fragments of districts.

Harrison Tyner made a motion to permit freestanding signs on East and West Main Street with a maximum height of 12 feet from the ground it sits on to the top of the sign and a maximum area of 32 square feet. Motion carried.

Chuck Aldridge and Schell McCall favored restricting freestanding signs in the C-2 district on East and West Main Street to a maximum height of 8 feet from the ground it sits on to the top of the sign and a maximum area of 24 square feet.

The tentative C-3 district would allow freestanding signs, but the C-1 district does not. Schell McCall made a motion to permit freestanding signs in the C-1 district that do not exceed 6 feet in height and 24 square feet in advertising area. Motion carried.

Monument Sign – Harrison Tyner made a motion to permit monument signs in all three districts and assign regulatory criteria identical to that assigned to freestanding signs. Motion carried

Political Sign – Board members considered adding test “must be removed within 48 hours” to already-established regulatory criteria, but it was agreed that town attorney Todd Bailey would be asked to review before adoption.

Amortization – Worksheet should include amortization schedule that provides for signs costing less than \$1000.

Wall Sign – Harrison Tyner made a motion to withdraw the 12 foot height restriction for freestanding signs in the East-West corridor. Chuck Aldridge made a motion to permit wall signs with a maximum height of 8 feet and a maximum area of 24 square feet in the East-West corridor, but after discussion withdrew the motion. Chuck Aldridge then made a motion to permit freestanding signs with a maximum height of 10 feet and a maximum area of 32 square feet in the C-2 district of the East-West corridor. Motion carried.

Chuck Aldridge made a motion to permit illuminated signs, but require that all illuminated signs meet design guidelines and recommendations. Motion carried.

Marquee Signs – Schell McCall made a motion to prohibit marquee signs in all zoning areas; however, the Yancey Theater sign shall be established as a landmark sign. Motion carried.

- Design Guidelines – Dean Gates suggested that work on design guidelines be limited for now to just signage. Harrison Tyner reported that the design bid has to include everything. Ron Hancock has agreed to help get to the RFP point. A public meeting for feedback from town business and landowners might be helpful prior to the RFP. It was suggested that a subcommittee from the Small Town Main Street group be formed for design advice.

- Sign Illumination – This issue is being studied by Chuck Aldridge and Schell McCall. The Town Council will be asked for money for a digital light meter to measure candle power of lighting.
- Next Regular Planning Meeting - The next regular meeting of the Planning Board will be held on Monday, June 18, 2012. There being no further business, Randy Banks made a motion to adjourn and the motion carried.

Recorded by:

A handwritten signature in cursive script that reads "Jeanne Martin". The signature is written in black ink and is positioned above a solid horizontal line.

Jeanne Martin, CMC  
Town Clerk