

BURNSVILLE PLANNING BOARD
Regular Meeting
Monday, December 17, 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, September 17, 2012, in the Town Hall. Also in attendance were town staff members Anthony Hensley, Kim Johnson, Jeanne Martin, and Ronnie Tipton; Town Councilor Bill Wheeler; and several visitors, including Greg Bryant, Ellen Denker, Lucy Doll, Ginger Johnson, Ron Hancock, Wanda Proffitt, and others. 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 December, 2012.

- Approval of Minutes – Minutes from the Special Planning Board meeting held November 19, 2012 were available. Harrison Tyner made a motion to approve said minutes, with exception taken to the reference that a future charrette would be scheduled at the January 7th meeting. Motion carried.
- Public Comment – No one asked to speak during the time set aside for public comment.
- Reports – There were no staff reports, but Board member Randy Banks asked if the McDonald's permit included changes to their sign. Ronnie Tipton said the permit includes just the sign on the building.
- Old Business – Chairman Dean Gates provided an update on old business:
 - ✓ The Town Council has approved the content of the sign ordinance document;
 - ✓ Board members discussed the NC Main Street Conference that will be held January 30 through February 1st. Harrison Tyner agreed to attend the conference.
- New Business
 - ✓ Chairman Gates announced that Board member Schell McCall, for whom the Town Council and Planning Board members have the utmost respect, has found it necessary to resign from the Planning Board due to personal time constraints. Ms. McCall told Board members that it was an honor and privilege to have served.

Board members discussed replacements for the vacant seat, and it was noted that Council needs to be mindful of what will be involved to replace Ms. McCall.
 - ✓ Design Guidelines – Ron Hancock said he has asked *Destination by Design* to return in January. Board members reviewed a tentative schedule that reflects delivery of a preliminary draft of their proposed visual preference survey on 1/15, with the final product on 1/28. We should be ready for a charrette in February, and one meeting should be set aside for that. Mr. Hancock said it still is feasible to have a final design for Council in July.

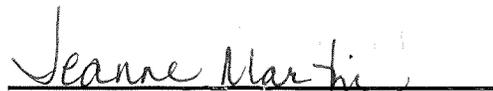
- ✓ As to the sign ordinance document, Mr. Hancock said it is now formatted for Council to adopt, and should be a stand-alone document. An amendment to the zoning ordinance will be necessary to remove references to signs. Harrison Tyner made a motion to recommend to Council that the sign ordinance be a stand-alone document, and further recommend that Council amend the zoning ordinance to delete any references to signs. Motion carried.

Mr. Hancock said that a "planned consistency" will be necessary when the zoning ordinance is amended.

Chairman Gates expressed the Board's appreciation for Mr. Hancock's work on the sign ordinance document.

- ✓ A discussion began on the sign ordinance. Most notable among a variety of recommended changes include:
 - Section 1.6 – Non-conforming signs - delete the provision for ownership requirements
 - Section 1.7.4 – Landscape design guidelines – change to a "generic" standard requiring some landscaping until the more stringent design guidelines are established
 - Section 1.7.5 – Size and location requirements – add a paragraph describing the C-2 East/West Main Street corridor and accompanying dimensional requirements.
 - Section 1.8 – Administrator – should refer to "Council or its designee)
- ✓ Anthony Hensley asked for clarification on non-conforming signs that will be grandfathered but subject to landscaping criteria. He was told permits should be issued if landscaping adheres to the requirements of that particular type sign.
- Next Planning Meeting - The next meeting of the Planning Board will be held on Monday, January 7, 2013. There being no further business, the meeting adjourned.

Recorded by:



Jeanne Martin, CMC
Town Clerk