

Burnsville Planning Board  
Regular Meeting  
Tuesday, February 18, 2014

The Burnsville Planning Board, with members Dean Gates, Randy Banks, Jana Bartleson and newly sworn in member Willis "Woody" Ryan present held their regular meeting on Tuesday, February 18, 2014, in the Town Hall. Also in attendance were town staff members Anthony Hensley, Ronnie Tipton and Kim Johnson; Town Mayor Theresa Coletta; Town Council members Ron Powell and Bill Wheeler; and several visitors. Dean Gates, who presided, called the meeting to order, stating that the purpose of the meeting was to consider regular business.

- Approval of Minutes- Minutes from the regular meeting held on December 16, 2013 were available. Randy Banks made the motion to approve the minutes, Jana Bartleson seconded and all agreed.

Dean Gates made a motion to amend the agenda to swearing in of the new Planning Board Commissioner and members to the Design Review Committee, Randy Banks and Jana Bartleson both agreed. At this time Mayor Theresa Coletta swore in Dean Gates to the Design Review Committee, Willis Ryan to the Burnsville Planning Board, Jeff Merck to the Design Review Committee, Andrea Surface to the Design Review Committee and Armin Wessel to the Design Review Committee. Harrison Tyner, who was not present, will be sworn in at the next meeting.

- Public Comment- There were no public comments.
- Staff Reports- Ronnie Tipton reported that he had been contacted about plans to demo the existing Mountain Energy building and rebuild. He also reported that the project at the old Avondale parking lot is moving forward. Armin Wessel had questions as to the role the Design Review Committee would play in this situation. Anthony Hensley stated that they have a Workshop planned for March 4, 2014 to work through the process of roles and duties of the staff, Planning Board, Design Review Committee and Town Council.
- Old Business- Dean Gates expressed the importance of the role of the Design Review Committee and is excited about moving forward.
- New Business- Ron Hancock presented a copy of suggested by laws and rules of procedure for the Design Review Committee and would like to incorporate their first meeting into tonight's meeting. Design Review Committee agreed to elect officers at this time. Armin Wessel nominated Andrea Surface to serve as Chairman, Jeff Merck seconded, all approved. Armin Wessel then nominated Jeff Merck to serve as Vice Chairman, Andrea Surface seconded, all approved. Design Review Committee decided to

wait until the March 4<sup>th</sup> workshop to establish a regular schedule meeting date and to adopt the by laws and rules of procedure.

- Work Plan- Dean Gates discussed the work plan to move forward. He reminded everyone of the Workshop scheduled for Tuesday, March 4, 2014 from 4:00pm – 8:00pm at the Town Center. At the next meeting of the Planning Board he would like to start the establishment of the C-3 District and Historic District.
- Commissioners Comments- Randy Banks welcomed Woody Ryan to the Planning Board and looks forward to having him on board. Randy also expressed his appreciation to the new members of the Design Review Committee and welcomes their input and suggestions. Jana Bartleson agreed with Randy that she appreciates the members of the Design Review Committee volunteering their time to help with the growth of the town.
- Next Planning Meeting- The next meeting of the Planning Board will be held on Tuesday, March 18, 2014 at 6:15 pm. Being no further business Randy Banks made the motion to adjourn, Jana Bartleson seconded, meeting adjourned.

Recorded By:



Kim Johnson  
Assistant to Public Works Director