

Planning & Zoning was held on Wednesday, April 17, 2019, in the Conference Room at 7:00 p.m. The following members were in attendance: Chair Brent Boyce, Bill Hearn, and Bill Martin. Also, in attendance was Director of Code Enforcement Ken West, Recording Secretary Alexis Oliphant, and Town Manager Jamie Smith. It was noted that Planning Members Randy Radish, Dan Ash, and Angie Calio-Quillen were absent.

Planning Chair Brent Boyce explained the purpose of the April 17, 2019 Planning & Zoning Meeting was to hear the continuation of the Mixed-Use Zoning Presentation from Ms. Debbie Pfeil.

Planning Chair Boyce advised we must complete a mixed-used zoning ordinance because it was adopted in the town's Comprehensive Plan. Town Manager Smith advised yes; the town received DDD Funding regarding adopting a mixed-use district. Town Manager Smith explained we have 18 months to adopt a mixed-used zoning. Planning Boyce inquired if we were going to transfer portions of the LOPD into the mixed-used zoning. Town Manager advised yes, but there will be stipulations. Ms. Pfeil explained the mixed-used zoning will be more flexible. Ms. Pfeil advised we want to protect the town from the highest density and less amenities because we want to be creative with the design.

Ms. Pfeil explained the purpose of tonight's meeting was to allow committee members to express what they would like to see in a mixed-use district and what they wouldn't want to see in a mixed-used district. Director of Code Enforcement West advised we would like to see less multi-family in a mixed-used zoning. Planning Members advised they would be fine with town houses and apartments above commercial property. Ms. Pfeil advised the town would be fine with single family and duplexes. Ms. Pfeil inquired if the members would want to see more outdoor recreation within a mixed-used zoning. Ms. Pfeil listed different examples of active and passive recreation. Planning Members agreed they would like to see more outdoor recreation within the mixed-used zoning. Ms. Pfeil stated she would create a list of active and passive outdoor recreation to committee members. Ms. Pfeil inquired if members would want to change or reduce street space. Planning Chair Boyce advised we have a tough ordinance regarding streets. Town Manager Smith explained our street space is fine. Committee Members agreed upon to see less of changing or reducing street space within a mixed-used zoning. Ms. Pfeil inquired if committee members would want to see an alley approach within the mixed-used zoning. Ms. Pfeil explained the alley would be open to utility trucks. The benefits of installing an alley it allows for curb-parking and resident parking spaces to be in the back from the alley. Committee Members agreed they would like to see the alley approach within the mixed-used zoning. Town Manager Smith inquired if the town would have ownership of the streets. Ms. Pfeil explained the town should want to own the road to implement a Franchise Agreement. Ms. Pfeil explained the town could apply for Municipal Street Aid and would increase the tax base. Ms. Pfeil explained she will create a Pro's and Con's List pertaining private and non-private streets. Ms. Pfeil inquired if committee members would want input on the architectural features of the mixed-used zoning. Ms. Pfeil explained curb appeals is the most important feature people look at. Committee Members agreed they would like to see more of an input in architectural features in the mixed-used zoning. Ms. Pfeil inquired if committee members want to see neighborhood properties connected by pedestrian or vehicle access. She recommended that the town require at least one pedestrian or vehicle connection to a neighboring property. Committee Members agreed they would like to see a connection to neighboring

properties either by pedestrian or vehicle access. Ms. Pfeil inquired if committee members would like to see a bus out with a mailbox cluster. She explained the town should require a bus out with a bus shelter to move buses off the road when picking or dropping of children. Ms. Pfeil stated it helps keep the community safe and secure. Committee Members agreed they would like to see a bus out with mailbox cluster within the mixed-used zoning. Ms. Pfeil inquired if committee members would like to see recreational vehicles have an overflow parking. Ms. Pfeil advised recreational vehicles shouldn't be parked on the street. Ms. Pfeil suggested overflow parking can be located at the community center or club. Committee Members agreed they would like to see recreational vehicles have an overflow parking within the mixed-used zoning. Ms. Pfeil explained landscape requirements and street lighting within a mixed-used zoning.

Town Manager Smith inquired if a developer met the required acreage minimum of a mixed-used district and the developer wants to do all commercial property. Ms. Pfeil advised yes; you can bring them into a mixed-use district. A mixed-used district is commercial or residential.

Ms. Pfeil explained she will take the committee members input from tonight's meeting and place in the Rough Draft Ordinance for next months meeting.

The Planning & Zoning Minutes of March 13, 2019 were presented for review and adoption. Planning Member Hearn made a motion to accept the March 13, 2019 minutes as presented. Planning Member Martin seconded the motion. Vote was 3-0, with Planning Members Radish, Ash, Calio-Quillen absent, with one vacancy.

With there being no further matters to discuss, Planning Member Hearn made a motion to adjourn the meeting. Planning Martin seconded the motion. Vote was 3-0, with Planning Members Radish, Ash, Calio-Quillen absent, with one vacancy.

Meeting Adjourned at 8:13 p.m.