Village of Misenheimer
Planning Board Meeting Minutes
Community Building
August 26, 2013 6PM

Planning Board Present: Mark Stephenson, Vice Chairman
Joel Rogers
Jon Byers, Alternate
Judy Hammill

Planning Board Absent: Ahren Burrage, Chairman
Nancy Henderson

Visitors: Mike Herron, Mayor Pro Tem
Mike Burrage, Finance Officer
David Fencl, NC Dept. of Commerce

Staff: Pam Humphrey, Administrator/Clerk
Erik McGinnis, Chief & Zoning Officer

Call to Order: Stephenson called the meeting to order at 6:04 PM with a quorum being declared present.

Oath for Nancy Henderson (Term expiring 6/30/16): Ms. Henderson was unable to attend the meeting.

Introduction of Visitors: The Visitors and Staff as noted above were welcomed to the meeting.

Approval of August 26, 2013 Planning Board Agenda: Rogers made a Motion to approve the Agenda excluding Item #3 (Oath for Nancy Henderson to be rescheduled to the next meeting that she can attend). Hammill seconded the Motion and it was approved by a vote of 4/0.

Approval of Minutes of the Planning Board Meeting held July 11, 2013: Rogers made a Motion to approve the Minutes for the July 11, 2013 meeting as presented. Hammill seconded the Motion and it was approved by a vote of 4/0.

Public Comment Period: No public comments were requested to be heard.

NC Department of Commerce (NCDOC)-Division of Community Planning-Village Planning Session: David Fencl, Senior Planner with the NCDOC, facilitated the planning session with the Village Planning Board members, staff, and meeting visitors to continue to discuss and evaluate the Village's current Land Use Plan and Map, and Zoning Ordinances.

The Planning Board reviewed, discussed, and revised the following items as presented by Mr. Fencl, NCDOC:

- Remainder of Article 6-Signage Ordinance as previously discussed at the 5/14/13, 6/12/13, and 7/11/13 meetings
- Article 8-Outdoor Lighting-The following items were provided to the Board members by Mr. Fencl
    - Appendix 1-Unacceptable & Acceptable Fixtures
    - Article 8-Outdoor Lighting (Current Village Ordinance)
    - Town of Boone Commercial Development Appearance Standards
    - Oak Ridge Chapter 30-Land Development Article IX-Development Standards Division 7-Outdoor Lighting Fixtures Control

Mr. Fencl, NCDOC, suggested that the following zoning topics remain to be reviewed:

- Article 8-Outdoor Lighting (Review all of the materials noted above for Article 8 for next meeting)
- Zoning Districts
- General Requirements
- Zoning Administration
    - Planning Board Duties
    - Board of Adjustment Duties
    - Zoning Administration Duties
    - Variance Considerations
- Definitions

- Additional Conditions
- Subdivision Ordinance
- General Review of Entire Revised Ordinance

Other Business: There were no additional Other Business items to discuss.

Adjournment: The Planning Board meeting was adjourned at 8:15PM.

The next Planning Board Meeting is scheduled for Tuesday, September 17, 2013 at 6PM at the Community Building.

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Chair or Vice Chairman	Date	Pam M. Humphrey, Administrator/Clerk	Date