

**TOWN OF WEDDINGTON
REGULAR PLANNING BOARD MEETING
MONDAY, DECEMBER 15, 2014 – 7:00 P.M.
MINUTES**

The Planning Board of the Town of Weddington, North Carolina, met in a Regular Session in the Town Hall Council Chambers, 1924 Weddington Road, Weddington, NC 28104 on December 15, 2014, with Chairman Dorine Sharp presiding.

Present: Chairman Dorine Sharp, Vice-Chairman Rob Dow, Jennifer Romaine, Bruce Klink, John Giattino, Jeff Perryman and Jim Vivian, Town Planner Julian Burton and Town Administrator Amy McCollum

Absent: None

Item No. 1. Open the Meeting. Chairman Dorine Sharp opened the meeting at 7:00 p.m.

Item No. 2. Determination of Quorum/Additions or Deletions to the Agenda. There was a quorum.

Chairman Sharp asked to add Item B. Election of Chairman and Vice Chairman under Item No. 3 Administering Oaths.

Town Planner Julian Burton asked to change B under New Business to include both Sections 58-4 and 46-76.

Chairman Sharp asked to conduct New Business before Old Business.

Mr. Jeff Perryman moved to approve the agenda as amended. Mr. Jim Vivian seconded the motion, with votes recorded as follows:

AYES: Vice-Chairman Dow, Romaine, Klink, Giattino, Perryman and Vivian

NAYS: None

Item No. 3. Administering of Oaths and Elections.

A. Oaths. Town Clerk Amy McCollum administered the Oaths of Office to Vice Chairman Rob Dow and Mr. Vivian.

B. Election of Chairman and Vice-Chairman. Vice Chairman Dow nominated Chairman Sharp. Mr. Vivian seconded the nomination.

Vice Chairman Dow moved to close nominations. Mrs. Jennifer Romaine seconded the motion, with votes on both motions recorded as follows:

AYES: Vice-Chairman Dow, Romaine, Klink, Giattino, Perryman and Vivian

NAYS: None

Mr. John Giattino nominated Vice Chairman Dow as Vice-Chairman. Mr. Vivian seconded the nomination.

Mrs. Romaine moved to close the nominations. Dr. Bruce Klink seconded the motion, with votes on both motions recorded as follows:

AYES: Vice-Chairman Dow, Romaine, Klink, Giattino, Perryman and Vivian
NAYS: None

Item No. 4. New Business.

A. Consideration of Approval of 2015 Meeting Calendar.

**SCHEDULE OF PLANNING BOARD MEETINGS - 2015
(4TH MONDAY OF EVERY MONTH)**

DATE	TIME	LOCATION
January 26, 2015	7:00 p.m.	Town Hall Council Chambers
February 23, 2015	7:00 p.m.	Town Hall Council Chambers
March 23, 2015	7:00 p.m.	Town Hall Council Chambers
April 27, 2015	7:00 p.m.	Town Hall Council Chambers
May 18, 2015 (Moved up one week - Memorial Day)	7:00 p.m.	Town Hall Council Chambers
June 22, 2015	7:00 p.m.	Town Hall Council Chambers
July 27, 2015	7:00 p.m.	Town Hall Council Chambers
August 24, 2015	7:00 p.m.	Town Hall Council Chambers
September 28, 2015	7:00 p.m.	Town Hall Council Chambers
October 26, 2015	7:00 p.m.	Town Hall Council Chambers
November 23, 2015	7:00 p.m.	Town Hall Council Chambers
December 21, 2015 (Moved up one week – Christmas)	7:00 p.m.	Town Hall Council Chambers

Vice-Chairman Dow moved to accept the schedule for the Planning Board Meetings for 2015. Mrs. Romaine seconded the motion, with votes recorded as follows:

AYES: Vice-Chairman Dow, Romaine, Klink, Giattino, Perryman and Vivian
NAYS: None

B. Consideration of Proposed Text Amendment to Section 58-4 – Updating the Definition of Thoroughfare to Match Definition in the Newly Adopted Weddington Roadway Standards and Section 46-76 – Road Standards and Buffering Along Thoroughfares. The Planning Board received a copy of the following proposed text amendments:

Sec. 58-4. - Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

[...]

Loading space, off-street, means an off-street space or berth on the same lot with a building or contiguous to a group of buildings for the temporary parking of commercial vehicles while loading or unloading merchandise or materials.

Lot means a parcel or tract of land occupied or capable of being occupied by a building or group of buildings devoted to a common use, together with the customary accessories and open spaces belonging to the same. The term "lot" includes a plot or parcel.

Lot area means the horizontal area within the legal lot lines of a lot, exclusive of the portions of the lot which lie within the street rights-of-way and any buffer required by subsection 46-76(d).

Lot, corner, means a lot which occupies the interior angle at the intersection of two street lines which make an angle of more than 45 degrees and less than 135 degrees with each other. Corner lot includes lots with a side lot line that abuts a thoroughfare buffer. See subsections 58-208(1)a. and (1)b.

Lot depth means the average horizontal distance between the front and rear lot lines.

Lot, easement, means a lot having an area of a minimum of five acres created per subsection 46-76(a) and that is connected to a public road for access via a recorded easement. An easement lot may be a minimum of 80,000 square feet when created within a conservation easement of at least 25 acres that is dedicated to a conservation organization. The principal uses shall be limited to those uses (i.e., uses by right) that are permitted uses in the underlying zoning district.

Lot, interior, means a lot other than a corner lot.

Lot line, interior, means a lot line which does not have road frontage.

Lot line (property line) means the lines bounding a lot.

Lot of record means a lot which is a part of a subdivision, a plat of which has been recorded at the county register of deeds or the Mecklenburg County Register of Deeds, or a lot described by metes and bounds, the description of which has been so recorded.

Lot, through, means a lot which fronts upon two parallel streets, or which fronts upon two streets which do not intersect at the boundaries of the lot.

Lot width means the distance between side lot lines, measured at the building setback line.

Maintenance agreement means a binding agreement between a party and the town, which provides that the party will be responsible for the implementation of all maintenance and operational obligations set forth in the maintenance plan.

Maintenance plan means a plan that meets the requirements of subsection 58-58(4)i., and which provides for the continued operation and maintenance of conservation lands required under subsection 58-58(4)d.

~~*Major thoroughfare* means a thoroughfare as designated by the Mecklenburg Union Metropolitan Planning Organization (MUMPO) Thoroughfare Plan or Local Area Regional Transportation Plan (LARTP) and adopted by the town, as amended from time to time.~~

Map or zoning map means the official zoning map of the town.

~~*Minor thoroughfare* means a thoroughfare as designated by the Mecklenburg Union Metropolitan Planning Organization (MUMPO) Thoroughfare Plan or Local Area Regional Transportation Plan (LARTP) and adopted by the town, as amended from time to time.~~

[...]

Stock brokerage firm means an establishment that is primarily in the business of executing securities transactions on behalf of customers in exchange for a commission, fee, or other compensation.

Structure means any building, sign, wall, fence, or similar physical obstruction placed or erected on property.

Structure, principal, means a structure in which is conducted the principal use of the lot on which it is located.

Subdivision, conservation, means a residential subdivision six acres or greater in area that is developed pursuant to section 58-58.

Subdivision, conventional, means a residential subdivision that is not a conservation subdivision.

Supermarket means an establishment which may sell a wide variety of fresh produce, canned and packaged food items, small household goods and similar items which are consumed and used off-premises. In addition, the store may contain a delicatessen section in which prepared foods are sold and may be consumed on-premises in a specially designed sitdown area. Unlike convenience stores, gasoline sales are not permitted.

Tailor, dressmaking and millinery shop means a retail establishment that is primarily in the business of making, repairing, or altering articles of clothing.

Tax preparation service means an establishment that is primarily in the business of assisting customers in preparing their tax returns and/or offering tax-related advice or other tax-related services.

Telecommunication tower and facilities means a structure, including any accessory structures to house transmitting or maintenance equipment, designated to support antennae used for transmitting or receiving communication transmissions. The term "telecommunication tower and facilities" does not include ham radio operations, wireless radio towers, or television broadcast station towers.

Thoroughfare means streets which provide for movement of high volumes of traffic throughout the Town. In general, thoroughfare streets consist of numbered state roads and other major streets as described in NCDOT, Union County, or Town of Weddington Thoroughfare Plans. Design criteria for thoroughfare streets shall be determined by the NCDOT, and construction plans shall be reviewed and approved by the NCDOT District Engineer.

Toy and hobby shop means a retail store that is primarily in the business of selling toys, games, collectibles, models and/or similar items.

Travel agency means an establishment that is primarily in the business of assisting customers in planning and arranging vacations and other travel, often by finding and booking flights, hotels, cruises or vacation packages.

Use means the specific purpose for which land, a building, or a portion of a building is designed, arranged, intended, occupied or maintained. The term "permitted use" or its equivalent shall not be deemed to include a nonconforming use.

Used or occupied means and includes, as applied to any land or building, the terms "intended, arranged or designed to be used or occupied".

Video store means a retail store that is primarily in the business of renting and/or selling videos, DVDs and/or video games. An establishment that sells video and meets the definition of adult establishment, as herein defined, shall not be considered a video store.

Sec. 46-76. - Road standards and buffering along thoroughfares.

[...]

(d) *Buffering along thoroughfares.*

- (1) Where side and rear lot lines abut along a ~~major or minor~~ thoroughfare as ~~designated~~ **defined** on the ~~Mecklenburg Union Metropolitan Planning Organization (MUMPO) thoroughfare plan as adopted by the town~~ **in the Weddington Roadway Standards**, the subdivider shall provide a natural buffer between the lot lines paralleling the thoroughfare and the thoroughfare road right-of-way. The natural buffer shall materially screen all principal and accessory uses from public view from the thoroughfare. The buffer shall consist of a natural planting or a berm with natural planting. Any walls, fences or other constructed devices shall be allowed within the buffer area, and shall be approved by the zoning administrator.

- (2) The subdivider is encouraged to propose the use of existing natural vegetation and/or topography or a combination of existing features as prescribed in this section when the purpose and intent of this section can be met with such methods.
- (3) Such screening shall be located on the property with the use with which it is associated or required, and shall materially screen the subject use from the view of the adjoining properties. Screening shall be in the form of all natural material, including brick with no exposed cement block. When screening is in the form of natural vegetation, a buffer strip at least ten feet wide shall be planted. This strip shall be free of all encroachments by building, parking areas or impervious coverage.
- (4) The buffer requirement is 100 feet for subdivisions, which is the minimum distance separation from the edge of the road right of way. Table 46-76 lists the required planting of trees and shrubs within this buffer. If the required buffer exceeds 15 percent of the total acreage of the parcel, the zoning administrator may reduce the required buffer to an amount equal to 15 percent.

TABLE 46-76

ACRES	< 0.5	0.5	1.0	1.5	2.0	2.5	3.0	3.5	4.0	4.5	5.0	5.5	6.0	6.5	7.0	7.5	8.0	8.5	9.0	9.5	10 or more
TREES (per 100 ft)	3			4			5			6			7			8			9		
SHRUBS (per 100 ft)	20																				20

- (5) Any fence or wall shall be permitted with the following standards:
 - a. Constructed in a durable fashion of brick, stone, other masonry materials or wood posts and planks or metal or other materials specifically designed as fencing materials, or any combination thereof as may be approved by the zoning administrator. No more than 25 percent of the fence surface shall be left open, and the finished side of the fence shall face the abutting property. A chainlink fence with plastic, metal or wooden slats may not be used when abutting residential uses and districts;
 - b. Walls and fences shall be a minimum height of six feet.

Mr. Perryman moved to send the Proposed Text Amendments to the Town Council with a favorable recommendation. Mr. Giattino seconded the motion, with votes recorded as follows:

AYES: Vice-Chairman Dow, Romaine, Klink, Giattino, Perryman and Vivian
 NAYS: None

C. Consideration of Minor Subdivision – Kevin Murray. The Planning Board received the following memo from Town Planner Burton and a copy of the plat:

The Murray final plat is a minor subdivision as defined in the *Weddington Subdivision Ordinance Article II Section 46-40*. Three lots are being created from an existing 8.56 acre parcel owned by Kevin Murray, located off Greystone Drive.

Application Information

Date of Application: October 20th, 2014
Applicant/Owner Name: Kevin Murray
Property Location: Greystone Drive
Parcel ID#: 06096127
Existing Zoning: R-40
Existing Use: Single family residential
Proposed Use: Single family residential

General Information:

Minimum lot size - 40,000 sq. ft.
Front yard setback – 50 feet
Rear yard setback – 40 feet
Side yard setbacks – 15 feet
Minimum lot width at building line – 120 feet, measured at the front yard setback

- Lots will be served by well and Union County sewer. Town Staff has received approval from Union County that there is sewer capacity for all three lots.
- The total acreage exceeds 6 acres and would normally require 10% of open space as stated in section 58-54. However, the residual parcel was part of the major subdivision “Greystone Estates” and this minor subdivision is not subject to the open space requirements now included within the Weddington Subdivision Ordinance and the Weddington Zoning Ordinance.

Planning Board Action:

Approve/Approve with Conditions/Deny

Chairman Sharp asked that Sandy Ridge Township be added to the title block instead of Town of Weddington and the final mylar be embossed sealed.

Mr. Giattino motioned to approve the minor subdivision for Kevin Murray with the above two conditions above and also a third condition that all references to preliminary be changed to final. Mr. Perryman seconded the motion, with votes recorded as follow:

AYES:	Vice-Chairman Dow, Romaine, Klink, Giattino, Perryman and Vivian
NAYS:	None

D. Consideration of Minor Subdivision – John Eldridge. The Planning Board received the following memo from Town Planner Burton and a copy of the plat:

The Eldridge plat is a minor subdivision as defined in the *Weddington Subdivision Ordinance Article II Section 46-40*. Three lots are being created from an existing 8 acre parcel owned by John Eldridge, located off Deal Road.

Application Information

Date of Application: November 17th, 2014
Applicant/Owner Name: John Eldridge
Property Location: Deal Road
Parcel ID#: 06099017A
Existing Zoning: R-CD

Existing Use: Single family residential
Proposed Use: Single family residential (1 acre lots)

General Information:

Minimum lot size - 40,000 sq. ft.
Front yard setback – 50 feet
Rear yard setback – 40 feet
Side yard setbacks – 15 feet
Minimum lot width at building line – 120 feet, measured at the front yard setback

- Lots will be served by well and septic.
- The applicant provided proof of approval for septic drainfield locations from Union County.
- The existing house and the existing pool meet all setback requirements.

Planning Board Action:

Approve/Approve with Conditions/Deny

The Planning Board set the following conditions for approval:

Add Sandy Ridge Township to the title block

Add condition that the Surveyors Seal must be on the final mylar

All references to preliminary need to be changed to final and a note on the mylar that the Neighbors Well and Drain Field Easement on Lot 1 will be recorded on the new Lot 1 Deed.

Vice Chairman Dow moved to approve the preliminary plat for the Eldrige minor subdivision with the conditions noted above. Dr. Klink seconded the motion, with votes recorded as follows:

AYES:	Vice-Chairman Dow, Romaine, Klink, Giattino, Perryman and Vivian
NAYS:	None

E. Review and Discussion of Draft Policy Recommendations for the Town Center. The Planning Board received the following Draft Policy Recommendations for the Town Center dated December 2, 2014:

SECTION 1: INTRODUCTION AND BACKGROUND INFORMATION

I. INTRODUCTION

The 2013 Land Use Plan (LUP) contains Goals, Policies, and Strategies providing a community vision and a framework to guide growth and development in Weddington. In creating the LUP, the Town of Weddington took a number of steps to incorporate meaningful public input into the planning process. Public input took the form of public workshops, public meetings, and a community-wide survey. This input was fundamental to the creation of the LUP, and the Town of Weddington currently uses the LUP as the basis for all policy decisions related to planning and development.

The LUP addresses commercial development specifically, and the Future Land Use Map designates one specific area for “future business” in Weddington. Therefore, any commercial development should be limited to this particular area (34 acres total; 18 acres largely undeveloped), referred to unofficially as the “Town Center.” However, there remains a need to adapt the zoning ordinance and further regulate commercial development in order to better implement the Goals described within the LUP. Therefore, on August 11th, 2014, the Town Council appointed the Town Center Committee (TCC) to guide the planning process and to further implement the vision of the citizens, defined within the LUP.

II. PLANNING PROCESS

The TCC has met three times, and discussed ways in which to further implement Goals from the LUP. The TCC has concluded that an Overlay District would be an effective means of creating an attractive, accessible, and unified Town Center, while helping to contain development within the Town Center. In order to create a foundation for the Overlay District, the TCC identified Goals, Policies, and Strategies from the LUP, and provided new recommendations specific to the Town Center. These recommendations, described below, will be presented to stakeholders, the Planning Board, and the Town Council for feedback and additional input. With Council support, the TCC will then use the finalized recommendations as a guide to create a new Overlay District within the existing zoning ordinance.

The TCC also looked at two plans created by consultants in the past. The Urban Land Institute (ULI) created a conceptual town center plan and a technical assistance program report in 2005 based on stakeholder interviews. In 2009 HadenStanziale presented several plan alternatives to the Town Council. Both of these plans incorporated higher density housing in the northeastern section of the Town Center. The recommendations included in this report focus solely on commercial development and they encourage a unified core, and services designed for Weddington Residents and built at an appropriate scale.

III. WHAT IS AN OVERLAY DISTRICT?

An overlay district is superimposed over conventional zoning districts, and applies to one physical area. The boundary of the proposed overlay district for the Town Center will be Weddington Corners, Town Hall, and three adjacent properties (Treske, Spittle, and Matthews). All parcels included in the Town Center are already designated future business on the Future Land Use Map. The overlay district will provide additional regulations specific to the Town Center, and will supersede the underlying zoning district whenever there is a conflict between any two policies. An overlay district does not have to be comprehensive, and development will be required to meet the regulations of the underlying zoning district for anything that the overlay district does not address.

SECTION 2: LUP GOALS/POLICIES AND RECOMMENDATIONS

Access and Connectivity

I. “Land Use; Policy 10: Minimize the number of street curb cuts to avoid traffic congestion and ensure public safety.”

1. Create shared access points to the entire Town Center.
 - i. Prevent any new access points from Providence Rd. into the Town Center
 - ii. Restrict Weddington-Matthews Rd to one new shared access point.
 - iii. Restrict proposed Collector Rd (LARTP) to one shared access point.
2. Require new developments to create internal roadway connections to adjacent parcels within the Town Center to create a unified and connected development, and minimize the need for curb cuts from thoroughfares.
3. Propose that the Town Council extend lease agreement for existing access road providing access from Weddington-Matthews Rd.

II. “Public Facilities and Services; Policy 6: Require that roads be designed and constructed to provide a high level of safety and attractiveness. Road design shall consider the safety of

pedestrians, bicyclists and motorists, as well as the character of the neighborhood through which the road travels.”

1. Require all developments to build pedestrian pathways and connect the pathways to the rest of the development in order to create a pedestrian-friendly Town Center.
2. Require sidewalks around the outside of the Town Center to encourage sidewalk connectivity with surrounding development.
3. Require clearly identifiable crosswalks to allow all pedestrians to safely cross parking lots and interior streets.
4. Encourage pedestrian activity by requiring street trees and decorative street lighting to provide shade during the day, and safety at night.

Design

I. “Land Use; Goal 1: To ensure that all new development takes place in a manner that conserves open space and scenic views”

1. Require new developments to use shared parking to make more efficient use of space, and allow for more open space, development, and landscaping.
2. Require an environmental survey in addition to the Conditional Zoning application to identify trees and other natural features for preservation.

II. “Community Design and Image; Policy 9: Use regulatory and non-regulatory incentives to encourage good design. Maintain development standards and regulations that provide adequate flexibility to respond to changing conditions and needs in the community”

1. Provide an attractive development from the thoroughfares by requiring buildings on the outside of the Town Center and interior parking.
2. Encourage building design that can be reused by multiple future uses.
3. Create design standards for both the front and rear of the buildings so structures are attractive from the thoroughfare, and from the interior of the Town Center.
4. Create new architectural design standards specific to the Town Center.
5. Create new sign regulations for shared access points for the Town Center to create consistent entrance design.

Infrastructure

I. “Public Facilities and Services; Policy 2: Require transportation, water, wastewater and drainage system improvements to be constructed concurrent with new development and that provide adequate capacity to meet demands from existing and new users.”

1. Require all new development to connect to an existing sewer system unless a certified engineering study proves that such connection would be unreasonable. If the study shows capacity within the existing private sewer system, then policy should require a lease agreement and maintenance agreement with the owner of the sewer system for use of the system.
2. Require the construction of a shared stormwater pond if a certain percentage (majority) of the Town Center is developed by one owner/developer. This stormwater pond should serve all of the parcels included in new development, and policy should also encourage

- an agreement between any new development and the existing development at Weddington Corners for construction of a pond designed to serve the entire Town Center.
3. A shared stormwater pond on any one parcel may be used to meet a portion of open space requirements for that parcel.
 4. If the Town of Weddington should decide to make a public investment in a regional stormwater pond, then all new development should be required to coordinate their stormwater management plan with the regional pond.

Community Space

The community-wide survey showed that Weddington Residents favored greenways, restaurants, and a passive park. All three of these amenities should be incorporated or encouraged within the Overlay District.

Improve Quality of Life:

- 56.5% greenways (Ranked 1)
 - 53% Restaurants (sit-down) (Ranked 2)
 - 34.2% Passive Park with pavilion and stage (Ranked 4)”
1. Propose that the Town Council perform a study to identify ideal location for shared open space to provide an area for community gatherings.
 2. Require 10% open space for each parcel developed, and require an additional 10% dedication for central shared open space.

FLEXIBILITY FOR ONE LARGE DEVELOPMENT

The Overlay District is designed to create a unified town center out of separate development projects. However, the entire 18 acres could be developed simultaneously by one developer. One major project could allow for development to meet the intent of the Overlay District, while not meeting every specific requirement as stated in the ordinance. Therefore, the Overlay District should include a concession that gives the Town Council additional flexibility on the Overlay District policy if a proposed development is larger than a certain percentage of the Town Center’s gross acreage.

Vice Chairman Dow asked to be recused from the discussions since he is an adjacent property owner.

Mr. Giattino moved to recuse Vice Chairman from discussions. Mrs. Romaine seconded the motion, with votes recorded as follows:

AYES:	Vice-Chairman Dow, Romaine, Klink, Giattino, Perryman and Vivian
NAYS:	None

Town Planner Burton said everything is based on the land use plan that was already approved.

Chairman Sharp - We want connectivity and it is to be a cohesive unit. This is the Planning Board’s vision statement. Each Planning Board member has agreed to read and review and give feedback to Town Planner Burton.

Item No. 5. Old Business.

A. Review and Discussion of Traffic Impact Analysis. The Planning Board received the Draft Traffic Impact Analysis (TIA) Process and Procedures Manual and the Proposed Ordinance.

The following items were suggested:

1. Take signalized intersections out of the text.
2. Combine first two bullets together

The Planning Board will bring back their suggestions and changes next month. The Planning Board will decide on what to vote on and send to Anthony for his review and then it will come back to the Planning Board for a vote by the Town Council. Vice Chairman Dow and Town Planner Burton will continue to work on and bring a revised copy back to Planning Board Meeting.

Item No. 6. Update from Town Planner. The Planning Board received the following update memo from Town Planner Burton:

- The Town Council approved the following items on December 8th:
 - Text Amendments to Section 46-45 – Revising the Duration of Financial Guarantees (Performance Bonds)
 - Text Amendments to Section 46-49 – Revising the Duration of Financial Guarantees (Maintenance Bonds)
 - Text Amendments to Section 46-75 and 46-76 – Updating Street Design Requirements to Match NCDOT Standards and Town of Weddington Road Standards
 - Weddington Roadway Standards
 - Construction Plan Guidelines
 - Text Amendments to Section 58-52, 58-53, 58-54 and 58-58 – Updating List of Permitted Conditional Uses in Residential Zoning Districts
 - Text Amendments to Section 58-271 – Implementing a “Statement of Readiness” on Any Development Requiring Conditional Zoning
 - Text Amendments to Section 46-43 – Ensuring That Only One Septic Drain Field and Repair Area can be Located on Each Lot
 - Preliminary Plat for Weddington Preserve
 - Preliminary Plat for Falls at Weddington
 - Construction Documents for Threshold Church
 - Final Plat for the Vintage Creek Subdivision
 - Construction Documents (Lighting Plan and Landscaping Plan) for the Vintage Creek Subdivision
- Staff has received a conditional zoning application for All Saints Anglican Church. The PIMs were held on November 19th and 20th, and the application will likely be on the January Planning Board agenda.
- The applicant for the West property (Laurel Grove Lane) is likely submitting a revised plan in December or January in response to comments from the Public Involvement Meetings.

Item No. 7. Other Business.

A. Report from the December Town Council Meeting. The Planning Board received a copy of the December Town Council Meeting agenda as information.

Item No. 8. Adjournment.

Mr. Perryman moved to adjourn. Mr. Vivian seconded the motion, with votes recorded as follows:

AYES:	Vice-Chairman Dow, Romaine, Klink, Giattino, Perryman and Vivian
NAYS:	None

The meeting adjourned at 8:21p.m.

Dorine Sharp, Chairman

Attest:

Amy S. McCollum, Town Clerk

Minutes transcribed by Tonya Goodson