

MINUTES OF THE JOINT MEETING OF THE
TOWN OF HIGHLANDS PLANNING BOARD
AND TOWN OF HIGHLANDS BOARD OF COMMISSIONERS

April 27, 2011

The Town of Highlands Planning Board met at a regular monthly meeting on April 27, 2011, at 5:30 P.M. with the following members present: Thomas Craig (Chairman), Mike Bryson, Patrick Leonard, Alan Marsh and John Underwood. Absent were members Allan Bryson and Linda Clark. This meeting was a joint meeting with the Town of Highlands Board of Commissioners. Town Board members present were as follows: David Wilkes (Mayor), John Dotson, Gary Drake, Amy Patterson and Larry Rogers. Absent was Dennis DeWolf. Also present at the meeting were Kim Lewicki, Melody Spurney, Meg Nealon, Stephanie Pankiewicz, Bill Coward (Town Attorney), Josh Ward (Code Enforcement Officer), Mark Maxwell (Interim Planning & Development Director) and Jerri Talley (Secretary).

Chairman Thomas Craig called the meeting of the Planning Board to order.

The minutes of the monthly meeting held on March 28, 2011, had previously been distributed to all members of the Planning Board for their review.

JOHN UNDERWOOD MADE THE MOTION TO APPROVE THE MINUTES OF THE MONTHLY MEETING HELD ON MARCH 28, 2011 AS PRESENTED. SECONDED BY PATRICK LEONARD AND UNANIMOUSLY APPROVED.

OLD BUSINESS:

The proposed amendment to the Highlands Zoning Ordinance regulating electronic gaming operations that the Planning Board recommended be approved at the March 2011 meeting was reviewed by the Town Board. The Town Board requested that some wording be changed in the proposed amendment and that the Planning Board review the changes that were made.

The last sentence of Section 512.4 (E) was changed to read as follows: *“No alcohol is to be brought in or sold for consumption in the establishment.”*

Section 512.4 (H) was changed to become Section 512.4 (I) and a new Section 512.4(H) was added as follows: *“(H) The establishment must be a minimum of five hundred (500) feet from any other electronic gaming operation.”*

PATRICK LEONARD MADE THE MOTION TO RECOMMEND APPROVAL OF THE ABOVE TWO CHANGES MADE TO THE PROPOSED AMENDMENT TO THE HIGHLANDS ZONING ORDINANCE REGULATING ELECTRONIC GAMING OPERATIONS. SECONDED BY ALAN MARSH AND UNANIMOUSLY APPROVED.

NEW BUSINESS:

The Town of Highlands Board of Commissioners joined in the meeting with the Planning Board. Minutes of the joint meeting of the Town of Highlands Planning Board and Town of Highlands Commissioners

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Mayor David Wilkes called the meeting of the Town Board to order.

This joint meeting of the Town Board and Planning Board was to review and discuss the draft of the Unified Development Code (UDO). Stephanie Pankiewicz and Meg Nealon of Land Design were present at the meeting. Stephanie Pankiewicz gave a presentation of the time line in the preparation of the UDO and to reacquaint all present with the process of beginning with the Town's existing ordinances and combining these into the UDO that is being reviewed and discussed by the Town Board and Planning Board at this meeting.

Ms. Pankiewicz pointed out that the rules and procedures for boards and commissions and a public works specifications and standards manual were separated from the UDO and will be separate documents. Josh Ward advised that Lamar Nix is currently working on the public works specifications and standards manual.

The balance of this meeting was spent discussing several items in the UDO; however, the Town Board and Planning Board did not complete reviewing the entire UDO. A second work session to complete the review was scheduled for Tuesday, May 10, 2011, at 5:30 P.M. Ms. Penkiewicz stated that she preferred all the corrections suggested at the work sessions be made to the UDO at the same time.

The joint meeting of the Town Board and Planning Board adjourned at 7:30 P.M.

Thomas Craig, Planning Board Chairman

Jerri Talley, Planning Board Secretary

David Wilkes, Mayor

Jim Fatland, Town Manager