

MINUTES OF THE JOINT WORK SESSION OF THE
TOWN OF HIGHLANDS BOARD OF COMMISSIONERS
AND TOWN OF HIGHLANDS PLANNING BOARD

May 10, 2011

The Town of Highlands Board of Commissioners and the Town of Highlands Planning Board met on May 10, 2011, at 5:30 P.M. for a joint work session.

Members of the Town Board present were as follows:

Mayor David Wilkes
Dennis DeWolf
John Dotson
Gary Drake
Amy Patterson

Absent: Larry Rogers

Members of the Planning Board present were as follows:

Thomas Craig, Chairman
Mike Bryson
Linda Clark
Patrick Leonard
Alan Marsh

Absent: Allan Bryson and John Underwood

Also present at the meeting were Jessica Webb, Charles Dasher, Bill Coward (Town Attorney), Jim Fatland (Town Manager), Josh Ward (Code Enforcement Officer), Mark Maxwell (Interim Planning & Development Director) and Jerri Talley (Secretary).

Mayor David Wilkes called the meeting of the Town Board to order and Chairman Thomas Craig called the meeting of the Planning Board to order.

Mayor Wilkes pointed out that the goal of this meeting is to continue the discussion of the draft of the UDO, get all questions answered, and return the UDO back to the consultants in order for them to compile the finished copy. Any punctuation or grammatical errors should be referred to Mr. Maxwell.

To aid in this discussion, Mr. Maxwell distributed a list of “minor changes per section” to members of the Town Board and Planning Board.

Amy Patterson was concerned whether her questions on the wording “and/or” are something that should be discussed with Mark or should it be discussed in the work sessions because potentially it could be a policy change.

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The following items were discussed and changes made are as follows:

ARTICLE 4 – Page 50
Item W

After discussion of this item, it was decided that the wording fits what the Planning Board recommended.

ARTICLE 4 – Page 59
Sec. 4.18 – Variances

Chairman Craig pointed out that the Planning Board felt the items listed in this Section come up regularly and wanted to allow some subjectivity.

Added to the list was: ***The Planning Director shall submit a notification and reason for variance in monthly report.***

ARTICLE 2 – Page 1
Sec. 2.1.1 (F)

There was no wording listed for Item F and Mr. Coward suggested that this item should read as follows: ***“F. Where a word defined in this article is also defined, explained, or used in a more specific context in another article, such further definition, explanation, or use shall control in the interpretation of the provision in question.”***

ARTICLE 6 – Page 7
Sec. 6.3.1(C)

Mr. Dotson suggested the date listed in Item C should be changed in the future.

ARTICLE 7 – Page 4
Sec. 7.4.1 (B)

It was pointed out that the date listed in this section is a state law.

ARTICLE 6 – Page 17
Sec. 6.5.8 – Tourist Homes

John Dotson pointed out that the word “may” in Item A was the word “shall”

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in the old ordinance. He felt that the definition should be changed to fit the ordinance, not the ordinance changed to fit the definition.

Item A.

The word “may” was changed to the word “shall” and all words in red were deleted.

ARTICLE 6 – Page 22
Sec. 6.6.3
Table A

The wording “(Gov’t Use Only)” was deleted in #4 of Table A.

ARTICLE 1 – Page 4
Sec. 1.15 – Transitional Provisions

All of Sec. 1.15 was deleted.

ARTICLE 7 – Page 2
Sec. 7.1.5

Last two (2) sentences of Item #A were deleted.

Item #B was changed to read: “Completion of nonconforming buildings that are nonconforming as a result of amendments to this.....”

ARTICLE 8 – Page 3

Figure 2

The wording in the middle of Figure 2 should read: “Limited encroachments permitted in B-1 and B-2”

ARTICLE 8 – Page 2
Sec. 8.1.2 - #4

To read as follows: “.....references to dedicated public right-of-way in this Article 8, Dimensional and Density Standards, shall be measured from the centerline of the existing road as defined in the tables.....”

ARTICLE 8 – Page 6
Sec. 8.3.1

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In the table, the “25 ft.” shown in red was changed to “20 ft.” and the “55 ft.” in red was changed to “50 ft.”

ARTICLE 8 – Page 7
Sec. 8.3.2

The letter “A” is deleted because there is not a “B”.

Additional discussion on Article 8 will be held at the next work session.

The next joint work session for further discussion of the UDO by the Town Board and Planning Board was scheduled for Tuesday, May 24, 2011 at 5:30 P.M.

The meeting adjourned at 7:50 P.M.

Thomas Craig, Planning Board Chairman

Jerri Talley, Planning Board Secretary

David Wilkes, Mayor

Jim Fatland, Town Manager