

01.25.2010 Planning Board minutes
Approved 02.22.2010

VILLAGE OF WESLEY CHAPEL
PLANNING BOARD MEETING MINUTES
January 25, 2010, 7:00 PM

The Planning Board of the Village of Wesley Chapel, North Carolina, met in the Fellowship Hall of the Wesley Chapel United Methodist Church at 120 Potter Road South, Wesley Chapel, North Carolina, with Vice Chairman Sandi Bush presiding.

Present: Vice Chairman Sandi Bush; Members- Ray Davis, John Grexa, Stephen Keeney and Alternate Bill Fairman (seated as regular member);

Absent: Chairman Chuck Adams, Alternate Shirley Wilson

Others Present: Cheryl Bennett, Clerk; Joshua Langen, Planning/Zoning Administrator

Citizens: Carol Mullis

The meeting was called to order at 7:00 pm; a quorum was present.

1. Pledge and Invocation

Vice Chairman Bush led the pledge; Keeney gave the invocation.

2. Additions, Deletions and Approval of Agenda

Item 6 "Agenda Format" was deleted; Davis made a motion to approve the agenda with this change; Fairman seconded the motion.

The motion passed unanimously.

3. Approval of Minutes

Fairman made a motion to approve the December 28, 2009 minutes, Keeney seconded the motion.

The motion passed unanimously.

4. Planning Board Rules of Procedure

Langen reported that the establishing language will be put in the ordinance in Article 15, similar to the Board of Adjustment. Some of the language came from the old Rules of Procedure, and there is new language in Article 15.2 which encourages research and allows Planning Board to do documentation work. Section 15.3 comes from the Rules of Procedure, a sentence is added on the ethics policy. Section 15.4 has a sentence added on public comment. Whatever was deleted from the Rules of Procedure was moved to Article 15. Some things which referred to Council responsibilities were moved to the Village Council Rules of Procedure, Rule 32(c) and are referenced in Planning Board Rules of Procedure 2 and 3. In Rule 7, the order of business at meetings, "Approval of Agenda" was moved up to before "Approval of minutes of Previous Meetings". Planning Board discussed Rule 5, and noted that their decisions are generally hoped to result in improved property values to the town. They asked Langen to check and see who

makes the final decision on removing a member, and would a decision be null and void if they let a member vote who should have been excused from voting because they stood to gain financial benefit from the decision. Keeney referred to COG's planning board training that reasons should be spelled out, and suggested that "removed upon advice of the attorney" be added to Rule 5. It was suggested that more detail be added at Rule 5, (a) and (b). Langen will bring back revisions to this section next month.

5. Discussion of Procedure for Written Recommendations to Council

Up to now we have used Planning Board minutes to document their decisions, however the rationale for the reasoning is not always spelled out. It was suggested a template be created, that would spell out the yeas, nays, and highlights of discussion; it would have room for dissenting opinions as well. Grexa made a motion that a written document will be created from the template and created right after the vote is taken. Fairman seconded the motion.

The motion passed unanimously.

6. Item Deleted.

7. Discussion of Village Liens on Un-maintained Properties

Bennett said she checked with the attorney and a lien to fix the home can not be a high priority lien. Additionally we don't have a minimum housing standards ordinance. Fairman noted we are still a rural committee, and who is to decide what is an eyesore or not; an area like Charlotte has stricter rules. Bush will contact the Mayor and see if they want an ordinance on abandoned houses, or on all housing, or should we just work on definitions such as the definition of a junkyard.

8. Discussion of Ordinance Review procedure

Langen noted the process is working; the Mayor plans to attend Planning Board meetings, although he could not attend tonight. Text amendments have to come to Planning Board before going to Council. Planning Board recommended Ordinance Review Committee come up with written rationale for the changes they recommend. Fairman made a motion that the Ordinance Review Committee follow the same procedure of written recommendations to Planning Board as Planning Board provides to Council. Grexa seconded the motion.

The motion passed unanimously.

Bush said she will send an e-mail to the Council that Planning Board wants to discuss this. If Ordinance Review Committee provides written findings to Planning Board on the reasons behind their recommendations, it will be helpful to Planning Board.

9. Topics to Discuss at Next Meeting

Planning Board Rules of Procedure, the template (written procedure for recommendations), and possibly discussion of Ordinance Review Committee procedures, and junkyard or minimum housing standards.

10. Other Business- none.

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11. Adjournment

Fairman made a motion to adjourn the meeting; Davis seconded the motion.

The motion was approved unanimously.

The meeting adjourned at approximately 9:15 pm.

Respectfully submitted

Cheryl Bennett, Village Clerk

Chairman Chuck Adams