

## **Planning and Zoning Board**

### **Minutes**

**Thursday, November 20, 2008**

**7:00 p.m.**

The Blowing Rock Planning and Zoning Board met on Thursday, November 20, 2008 for their regular scheduled meeting. Chairman West called the meeting to order at 7:00 p.m. Members present were, Debbie di Santi, Greg Grana, Sue Sweeting and Jim Steele. Staff members present were Planning Director Kevin Rothrock and Administrative Assistant Sherrie Pitts.

*Ms. Sweeting made a motion to approve the minutes. Mr. Grana seconded the motion. All members were in favor of the motion.*

### **Items of Business**

#### **Planning Board Bylaws**

Mr. Rothrock gave an overview of a draft ordinance of the Planning Board Administrative Mechanisms with the changes discussed from last month being highlighted.

Mr. Steele asked if, on the third page under item B, a more specified time should be added in regard to the report time.

There was some discussion on the draft and Chairman West asked for a consensus on the changes. All members agreed with changes and requested this item be tabled until the Land Use Code is updated.

Chairman West asked if there was any issues or comments on the Planning Board bylaws. With no comments the board moved forward.

#### **Banners in the Park**

Mr. Rothrock stated that the Council requested the Planning Board study banners being displayed. He commented that in the past banners were placed in front of Memorial Park for special events.

Ms. di Santi commented that she thought it was a good idea to advertise events. All members agreed it would be nice for special events, but they would like specific guidelines; such as tasteful design, time limit, how many banners allowed, responsible party installing and removing each banner. They had questions on overlapping events and how that would be handled.

Mr. Rothrock quoted text from the Land Use Code book in reference to banners.

Mr. Rothrock asked the board to consider business grand opening signs/banners and signs promoting special sales and promotions.

Ms. di Santi remarked that she would not want to see promotional sales signs and banners, but grand openings would be okay with limitations.

Mr. Steele stated that in the near future the board may need to look at sign regulations which could have an impact on the survival of businesses.

Ms. di Santi said that promotional sale signs belonged on the interior of the business, but grand opening should go on the outside.

Ms. Sweeting stated that the sidewalks should be kept clear and grand opening signs should be regulated.

### **Planning Tasks**

Chairman West requested that item #2, outdoor dining/outdoor merchandise display, be made into separate items.

Chairman West asked about the streetscape plan that was to be submitted and approved by Town Council. He commented that the Planning Board had not been involved and was interested in if and how they would be involved. Ms. Sweeting and Mr. Grana agreed with the comment. Ms. Sweeting stated that according to the action plan the board was involved and she would like clarification on the role the Planning Board should have.

Chairman West told the board members that he had sent a letter to Town Council in reference to the retail strategy interpretation and requested information for collaboration with the individual boards involved. There was some discussion on the Retail Strategy Report and the Planning Board involvement.

Mr. Rothrock commented that the TDA had initiated and paid for the strategy report. He advised that the Planning Board and the TDA were equal boards.

Mr. Rothrock read the final noise amendment to the board that was passed by Town Council.

### **Adjourn**

*Mr. Steele made a motion to adjourn. Ms. Sweeting seconded the motion. All members were in favor of the motion.*

With no further business the Planning Board adjourned at 8:15 PM.

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Jim West, Chairman

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Sherrie Pitts, Administrative Assistant