

# **DRAFT Action Minutes: Planning Commission**

**Meeting Date:** January 2, 2017

**Members Present:** Amy Ryan (Chair), Michael Everhart, Neal Bench, Whit Rummel, Buffie Webber, Melissa McCullough, Katherine Roberts, John Rees.

**Members Absent:** Louie Rivers, Zack Blumberg (Youth Liaison)

**Staff and Other members present:** Councilmember Michael Parker (Council Liaison), Corey Liles (Town Staff) and Aaron Frank (Town Staff Liaison).

<b>Agenda Item</b>	<b>Discussion Points</b>	<b>Motions</b>	<b>Votes/Actions</b>
<b>1. Opening</b>	The meeting opened at 7:00p.m.		
<b>a. Roll Call</b>	All Commissioners were present except for Louie Rivers, and Zach Blumberg. Buffie Webber arrived later in the meeting.		
<b>b. Approval of Agenda</b>	The agenda was approved as presented.		
<b>c. Announcements</b>	No announcements.		
<b>d. Approving the December 5, 2017 Planning Commission Action Minutes</b>	The December 5 Planning Commission minutes would be reviewed at the next meeting due to online formatting issues. John Rees clarified that the minutes did not note his attendance although he was present at the meeting.	No Motion	N/A
<b>2. Petitions</b>	None		
<b>3. Old Business</b>			
<b>a. Blue Hill Design Guidelines</b>	Corey Liles (Town Staff) presented the Blue Hill Design Guidelines. The Planning Commission made the following comments:	No Motion	N/A

	<ol style="list-style-type: none"><li>1. Noted the value of the design guidelines as a teaching document, to help developers understand our standards and goals.</li><li>2. Commented that it would be useful to use the principles in this document as the basis for town-wide guidelines.</li><li>3. Need more on addressing the creek as an amenity – viewsheds, access, stipulating cleanup of adjacent creek areas as part of development approval. Would it be possible to incentivize daylighting of the creek as an economic development asset?</li><li>4. Specific guidelines for desirable plant species would be useful.</li><li>5. Add connectivity as one of the design principles for the area.</li><li>6. Recommended that the town attorney issue a memo stating what teeth these guidelines have, how the CDC can use them in deciding whether to grant approvals.</li></ol> <p>The Planning Commission expressed support for the proposed Design Guidelines with support of significant and meaningful massing changes, and changes to building pass-throughs. The Commission offered to provide additional comments by email prior to the January 24<sup>th</sup> Council meeting.</p>		
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<b>b. Vision Zero Presentation</b>	Seth LaJeunesse of the UNC Highway Safety Research Center presented Vision Zero safety principles to the Planning Commission.	No Motion	N/A
<b>4. New Business</b>			
<b>5. Reports</b>			
<b>a. Upcoming Meeting Schedule</b>	Aaron Frank (Town Staff) reported that the upcoming January 16 <sup>th</sup> Planning Commission meeting will be cancelled and the next meeting will be on February 6 <sup>th</sup> .		
<b>6. Adjournment</b>	The meeting adjourned at 8:47 p.m.	Commissioner Bench moved to adjourn and the motion was unanimously seconded.	The motion was unanimously approved 7-0.
<b>Next Meeting – February 6, 2018.</b>			