



MEETING MINUTES

Board Members Present

Chairperson Jay Grimmett
Member Glenda Overbeck

Member Jeff Angel

Board Members Absent

Vice Chair Kimberly Hunter

Member Dylan Dechant

Town Staff Present

Adrienne Isenhower, Planning Director
Ryan Vinson, Town Clerk / HR Analyst

Shannon Tuch, Town Manager

Chairperson Grimmett called the meeting to order at 6:00 p.m.

A. Approval of the Agenda

Member Overbeck made a motion to approve the agenda. Member Angel seconded the motion, which passed unanimously, 3-0.

B. Approval of the March 1, 2022, Regular Meeting Minutes

Member Angel made a motion to approve the minutes. Member Overbeck seconded the motion, which passed unanimously 3-0.

C. Public Comment

Everyone wishing to address the Board must sign up with the Town Clerk 15 minutes prior to the meeting. Each speaker will be recognized by the Chair when it is their time to be heard. Comments are limited to three minutes per speaker and the time allotted to public comment will be at the discretion of the Chair.

D. New Business

1. **Item 1: Public Hearing: Ordinance Text Amendments.** Review and recommendation of proposed amendments to Sections 54-10, 54-34 and 54-317 of the zoning ordinance and Section 46-81 of the subdivision ordinance.

Chairperson Grimmett opened the public hearing at 6:02 pm. There being nobody to speak, the public hearing was closed at 6:02 pm.

Planning Director Isenhower went over the proposed changes to the zoning and subdivision ordinances:

1. ZONING ORDINANCE: Section 54-10 Definitions
 - Add a definition for Application to provide a description of necessary documentation for development permit submittals.

2. ZONING ORDINANCE: Section 54-34 Certificate of Zoning Compliance
 - Add language to this section to prohibit land disturbing activity from taking place prior to issuance of a zoning permit.
3. ZONING ORDINANCE: Section 54-317 Fences, retaining walls.
 - Increase fence height limitation from 6 feet to 8 feet
4. SUBDIVISION ORDINANCE: Section 46-81 Final Plat Submission and Review
 - *Throughout text:* Remove language requiring final plat approval to follow same procedures as preliminary plat; final plat approval is administrative unless changes are made to plan after initial approval.
 - *Sec. 46-81 (b)(1):* Consolidate language regarding estimated cost requirements for performance guarantees. Previously, the language was located in several different provisions.
 - *Sec. 46-81 (b)(1)(b-c)* Divide Letter of Credit and Cash into two separate options for performance guarantees
 - *Sec. 46-81(c)(7 & 14)* Remove required certificate language as that language is provided in other regulation. We will add the required certificate for the Town of Woodfin on our checklist for major subdivisions.

Member Overbeck make motion to approve zoning ordinance changes that have been presented. Member Angel seconded the motion, which passed unanimously, 3-0.

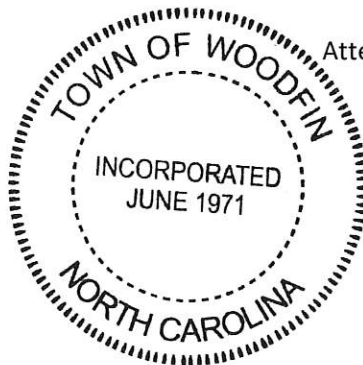
Member Overbeck make motion to approve subdivision ordinance changes that have been presented. Member Angel seconded the motion, which passed unanimously, 3-0.

E. Adjournment

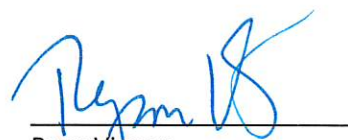
Member Angel made a motion to adjourn the meeting. Member Overbeck seconded the motion, which passed unanimously, 3-0.

Chairperson Grimmatt adjourned the meeting at 6:12 pm.


 Jay Grimmatt
 Planning Board Chairperson



Attest:


 Ryan Vinson
 Town Clerk