



**Planning Board
Regular Meeting Minutes
May 14, 2024 – 3:00 p.m.**

Chair Rainey called the Regular Planning Board Meeting to order at 3:00 p.m. on May 14, 2024, electronically through Zoom and in person.

The following attended in person at Town Hall, 441 White Pine Drive, Laurel Park NC 28739:

- Chair Philip Wiehe
- Vice Chair Mary Margaret Licisyn
- Secretary Jeffrey Pieper
- Luke Costlow
- Scott Gregg
- Ritch Holt
- Commissioner Paul Hansen - Council Representative
- Town Manager Alex Carmichael
- Town Clerk Tamara Amin
- Zoning Administrator Cara Reeves
- Applicant Chris Nevel
- Trisha King from TTK Design

The following were absent:

- Moyland Rainey

The following were on ZOOM platform:

- Interim Planner Kaitland Finkle

Town Manager Carmichael introduced Ms. Cara Reeves to the Board as the new Zoning Administrator/Assistant to the Town Manager.

APPROVAL OF THE AGENDA

Secretary Pieper moved to approve the agenda; seconded by Mr. Gregg. Chair Wiehe asked for discussion; there was none. The vote was unanimous in favor of the motion.

APPROVAL OF THE MINUTES

The April 9, 2024 minutes were approved on motion by Mr. Gregg and seconded by Mr. Costlow. Chair Wiehe asked for discussion; there was none. The vote was unanimous in favor of the motion.

NEW BUSINESS

OATH OF OFFICE

Town Clerk Amin swore Mr. Ritch Holt into office as the new ETJ member. Board members all introduced themselves.

PRELIMINARY SITE PLAN REVIEW- 91 RANSIER DRIVE

Zoning Administrator Cara Reeves said applicant Chris Nevel (owner) is proposing to build a single-family detached dwelling located at 91 Ransier Drive. The parcel is identified on the Henderson County Geographic Information System (GIS) as property identification number (PIN 9558857732). This property is in the R-20 zoning district. The estimated acreage is .78 acre, and the slope of the property is estimated at 17% which is considered a steep slope.

The Laurel Park Unified Development Ordinance (UDO) section 2.6.3: Dimensional Standards for the R-20 zone indicates that lots with steep slopes (15% to 25%) require a minimum street setback of 35 feet. The side setback is 25 feet, and the rear setback is also 25 feet.

The applicant has consulted with Tricia King (TTK Design) and ALPHA Environmental Engineering Services who conducted a predevelopment investigation. The predevelopment investigation suggests that the site is suitable for development and that dispersal of stormwater runoff is viable for this lot. This report has been reviewed and approved by the Town Engineer.

The landscape plan provided includes perimeter buffer, streetscape buffer and site landscaping. This includes a Type A Intermittent Perimeter Buffer and the streetscape landscaping along both streets meets the requirements.

In February 2021, the Town issued a permit to the property owner at this location which predated the UDO (June 2021). However, new submittals are required to meet the UDO requirements. While that permit expired, the septic was installed, and a public water connection has yet to be installed.

Ms. Trisha King presented stormwater and landscape site plans to the Board.

Town Manager Carmichael said the Parks and Greenways Board had no comments.

Planning Board members reviewed the documents and criteria.

Secretary Pieper moved to approve proposed single-family detached dwelling at 91 Ransier Drive; seconded by Vice Chair Licisyn. Chair Wiehe asked for discussion; there was none. The vote was unanimous in favor of the motion.

**TAKEAWAYS FROM PLANNING AND ZONING REGIONAL BOARD WORKSHOP
BY UNC SCHOOL OF GOVERNMENT**

Board members were delighted that the Town was able to offer this type of education to all the board members. They all found it very useful.

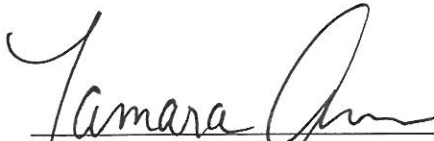
The Board asked about a new Comprehensive Plan for the Town.

Town Manager Carmichael said the new budget will have money for a facilitator for an update to our existing Comprehensive Plan.

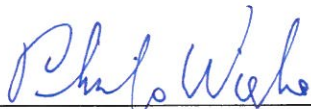
Town Clerk Amin reminded the Board that members signed up for the online session on May 16. Mr. Holt asked to be signed up for that session since he was not able to attend the in-person session. Town Clerk Amin will look into it.

ADJOURNMENT

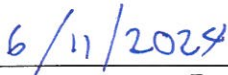
There being no further business, Secretary Pieper moved to adjourn the meeting at 3:27 p.m.; seconded by Mr. Gregg. Chair Wiehe asked for discussion; there was none. The motion carried unanimously.



Tamara Amin, CMC, NCCMC
Town Clerk/Deputy Tax Collector



Philip Wiehe, Chair



Date