

**MINUTES OF THE REGULAR
CONOVER PLANNING BOARD MEETING
June 15th, 2010**

The regular meeting of the Conover Planning Board was held on June 15, 2010 at the Conover City Hall.

PRESENT: Chairman Joe Kaylor, Board Members David Brown, Jim Ten Kate, Steven Kiger, Ryan Spleet, Jim Rice, Helen Whitfield, Ken Hilderbran and Janette Sims.

ABSENT: Mike Long

STAFF: Planning Director Q. Lance Hight, AICP
Planner Daniel Robinson, CZO

David Abernathy called the meeting to order at 7:00 p.m.

ITEM 1: Approval of Minutes

David Abernathy presented the minutes of the regular meeting on April 20th, 2010.

An error was found on the minutes. David Abernathy was listed as present and absent. The minutes were amended to correct the error.

Upon a motion from Board Member Ten Kate, Seconded by Board Member Sims: It was unanimously resolved:

That the amended minutes of the regular meeting on April 20th, 2010 be approved.

ITEM 2: Election of a Vice Chairman

Mr. Hight opened the item:

After 14 years of leading the Planning Board, Mr. Abernathy has decided to resign from the Planning Board. Vice-Chairman Kaylor was contacted and graciously agreed to fill the seat of Chairman. At the regular June City Council meeting, the City Council unanimously appointed Mr. Kaylor as Chairman of the Planning Board.

Mr. Kaylor's appointment to Chairman's seat now leaves a vacancy for the Vice-Chairman seat on the Board. Article II of the Conover Planning Board Bylaws states that the Planning Board shall have a Chairman and Vice-Chairman.

Staff recommends nominations be made for the seat of Vice-Chairman to the Planning Board.

Chairman Kaylor opened the nominations.

Board Member Sims nominated Jim Ten Kate for Vice Chairman.

With no other nominations made, Board Member Hilderbran moved to close the nominations.

The Planning Board unanimously approved Jim Ten Kate as Vice Chairman of the Planning Board.

ITEM 3: Conover Station Master Plan

Mr. Hight opened the item:

In 2005, the City of Conover purchased the former Broyhill furniture factory at 409 4th St Pl SE with the goal of rehabilitating the 27 acre site into a vibrant mixed-use area of the City that will help spur downtown investment.

In the years following, City staff has worked in many capacities to make this vision a reality. This extensive work has included obtaining over four million dollars of grant funding toward site improvements, public outreach and education about the project and creation of materials and documents that help to illustrate and promote the vision.

Construction of infrastructure, including water lines, sewer lines and new streets has begun and we are fast approaching the time to open the site for private development. Before this should occur a master plan for the site should be complete. This plan is intended to tell the story of the site, provide all relevant background information, clarify the City's vision for the future of the site and set guidelines for future construction activities.

Since the beginning of the year, Planning staff has presented and discussed the Master Plan during three Planning Board meetings. The Planning Board has reviewed the overall goals of the Master Plan and the first two draft chapters in March and April. The final two chapters of the draft Master Plan are complete and are enclosed for your review. Additions, revisions and changes are open and will be discussed in a workshop format at the Planning Board Meeting.

A web site dedicated solely to Conover Station is currently under construction. The intent of the website is to run parallel to the Master Plan document. The web site is intended to be informative, yet targeted and designed with the specific purpose of marketing the Conover Station site to prospective developers.

In an effort to ensure quality development on the Conover Station site the Planning Department recommends approval of the Conover Station Master Plan to the Planning Board.

Various comments, corrections, suggestions were made by the members of the Planning Board.

Upon a motion from Board Member Hilderbran, Seconded by Board Member Sims: It was unanimously resolved:

That the Conover Station Master Plan be approved.

Mr. Hight presented the permit reports for the months of April and May.

Mr. Abernathy thanked the Planning Board and staff for their service to the City of Conover.

There being no further business, the meeting ADJOURNED at 8:14 p.m.

Joe Kaylor, Planning Board Chairman

Q. Lance Hight, Planning Director