

**MINUTES OF THE REGULAR  
CONOVER PLANNING BOARD MEETING  
January 20, 2009**

The regular meeting of the Conover Planning Board was held on January 20<sup>th</sup>, 2009 at the Conover City Hall.

**PRESENT:** Chairman Abernathy, Board Members Joe Kaylor, Jim Ten Kate, Helen Whitfield, Janette Sims, Jan Herman, Steven Kiger and Ken R. Hilderbran.

**ABSENT:** Board Members Mike Long and David Brown

**STAFF:** Planning Director Q. Lance Hight  
Planner Daniel Robinson  
GIS Coordinator Erik Schlichting  
Environmental Coordinator Terry Lail

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

**ITEM 1: Approval of Minutes**

Chairman Abernathy presented the minutes of the regular meeting on December 16<sup>th</sup>, 2008.

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

That the minutes of the regular meeting on December 16<sup>th</sup>, 2008 be approved.

**ITEM 2: Zoning Text Amendments – Fee Clarifications – Appendix A Zoning and Appendix B Subdivision**

Mr. Hight opened and discussed the following item:

In 2008 City Staff developed a "Schedule of Fees". This document provides a consolidated list of City services and illustrates the cost of those services. The use of this format is more efficient and streamlined than the previous method where fees were scattered throughout the Code of Ordinances. This format is widely used by municipalities throughout North Carolina. This Schedule of Fees was adopted by the City Council in 2008 and is subject to review and revision at any time by the Council; however it will typically reviewed along with the annual budget.

The purpose of the following text amendments is to remove the fixed fees that are listed within both the Zoning and Subdivision Ordinances and replace with language to reference the new Schedule of Fees.

The red text illustrates the new or modified ordinance language. The highlighted portions of text with a strikethrough will be deleted from the ordinance. Following the recommended amendments is the justification that explains the purpose of the changes. The adopted Schedule of Fees is being provided with this memo for information purposes.

There is one correction on your memo. There is a highlighting and strikethrough error in Section 71.7 (k) of the Subdivision Ordinance. The word "dollar" needs to be highlighted and struck through and the highlight and strikethrough need to be removed from the word "and".

The Planning Department has reviewed the text amendments and recommends approval to the Planning Board.

Chairman Abernathy then opened the public meeting.

Chairman Abernathy – If I sell my house, would the person who buys my house need to pay the fee for a new occupancy?

Mr. Hight – We do not issue certificate of occupancies to single family residential. We only give C.O.'s to commercial, industrial, institutional and multi-family structures. You may have seen a Conover C.O. posted and framed at a restaurant.

Chairman Abernathy then closed the public meeting.

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

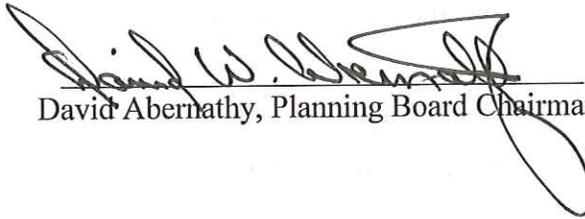
That the zoning text amendments be approved with change to Section 71.7 (k).

Mr. Hight presented the permit report for the month of December

Mr. Hight presented the site specific master plan of the park at the Broyhill Property

Mr. Hight informed the Board of the Council/Staff retreat in Roanoke, VA

There being no further business, the meeting ADJOURNED at 7:44 pm.

  
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David Abernathy, Planning Board Chairman

  
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Q. Lance Hight, Planning Director