

**MINUTES OF THE REGULAR
CONOVER PLANNING BOARD MEETING
June 19th, 2012**

The regular meeting of the Conover Planning Board was held on June 19th, 2012 at the Conover City Hall.

PRESENT: Chairman Jim Ten Kate, Board Members Ryan Spleet, Janette Sims, Helen Whitfield, Robert Jarrett, Ken Hilderbran and Steven Kiger

ABSENT: Board Members Jim Rice and David Brown

STAFF: Planning Director Q. Lance Hight, AICP
GIS Coordinator Erik Schlichting

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

Chairman Ten Kate called for a statement of appreciation for former Chairman Joe Kaylor be entered into the record of the Planning Board.

The Conover Planning Board gratefully recognizes former Chairman Joe Kaylor for his 28 years of service to the City of Conover.

ITEM 1: Approval of Minutes.

Chairman Ten Kate presented the minutes of the regular meeting on May 15th, 2012.

Upon a motion from Mrs. Sims, seconded by Mrs. Whitfield: It was unanimously resolved:

That the minutes of the regular meeting on May 15th, 2012 be approved.

ITEM 2: Old Business:

There was no old business.

ITEM 3: New Business:

PUBLIC MEETING: Zoning Text Amendment: Chapter 2. Division 2. Section 2-162 and Appendix A. Article IV. Section 40.1; to reduce the Planning Board to 9 members and assign the duties of the Board of Adjustment to the Planning Board

Mr. Hight presented text amendments that would dissolve the current Board of Adjustment (BOA) and assign that Board's duties to the Planning Board, and reduce the Planning Board to nine members instead of ten. He provided basic background on the BOA's duties, how often the board met, and gave some examples of other municipalities that structure their boards in the proposed manner. Mr. Hight corrected several typographic errors in the proposed amendments and asked the Board to take note of them.

Mr. Jarrett asked about the membership of the boards regarding representation by members residing in the Extra-Territorial Jurisdiction (ETJ).

Mr. Hight explained the requirements for ETJ representation on the boards.

There being no further questions from the board, Chairman Ten Kate open the public meeting. No questions were asked during the public meeting, and the Chairman closed the meeting.

Upon a motion from Mr. Hilderbran, seconded by Mr. Kiger: It was unanimously resolved:

The amendments to the Conover Code of Ordinances, Chapter 2. Division 2. Section 2-162 and Appendix A. Article IV. Section 40.1 be accepted as presented with the corrections discussed during the meeting.

ITEM 4: Informational Items

Mr. Hight reported on City Council action from their most recent meeting, including the reinstatement of Board Members Kiger, Rice and Hilderbran, and the appointment of Mr. Ten Kate as Chairman.

Mr. Hight presented the May 2012 Permit Report.

Mr. Hight briefly discussed upcoming changes to the Planning Department, as most Code Enforcement duties will be transferred to the new Code Enforcement Officer position that will be created in the 2012-2013 budget year.

ITEM 6: Adjournment:

There being no further business, the meeting ADJOURNED at 7:45 p.m.

Jim Ten Kate, Planning Board Chairman

Q. Lance Hight, Planning Director