

**MINUTES
PLANNING BOARD
TUESDAY, FEBRUARY 25, 2014
7:00 PM
HOOD ROOM, MATTHEWS TOWN HALL**

PRESENT: Members Tom Lawing, Gary Turner, Rob Markiewitz, Steve Lee, David Pratt, and Eric Welsh; Alternate members Barbara Dement and Michael Ham; Town Attorneys Charles Buckley, and Craig Buie; Youth Voice Brian Lee; Planning Director Kathi Ingrish, Senior Planner Jay Camp; Planner II, Jim King; and Zoning Technician/Deputy Town Clerk Mary Jo Gollnitz.

ABSENT: Member Eric Johnson

CALL TO ORDER

Tom Lawing called the meeting to order at 7:00 pm. He welcomed the new members to the Board.

APPROVAL OF THE MINUTES

Gary Turner made a motion to approve the minutes of the February 4, 2014 meeting. David Pratt seconded and the motion was unanimously approved.

Motion was made by Tom Lawing to appoint alternates Michael Ham and Barbara Dement as voting members for the meeting. Steve Lee seconded and the motion carried unanimously.

ZONING APPLICATION #2013-608 Plantation Estates; R-15 and R-20 to R/I(CD), New Skilled Care Facility Construction

Eric Welsh stated that he had to be excused from voting and deliberating on this application because they are a current client of the law firm that he works for. Mr. Lawing motioned that Mr. Welsh be excused from voting and deliberating on Application 2013-608. David Pratt seconded the motion and it carried unanimously.

Gary Turner stated that he needed to be excused from participating in this agenda item because he is a property owner that abuts Plantation Estates. Mr. Lawing made a motion to excuse Mr. Turner from voting and deliberating on Application 2013-608. Mr. Lee seconded the motion and it carried unanimously.

Rob Markiewitz joined the meeting at 7:05 pm.

Barbara Dement stated that she needed to be excused from participating on this application because she is an employee of Plantation Estates. Mr. Lawing motioned that Ms. Dement be excused from voting and deliberating on Application 2013-608. David Pratt seconded the motion and it carried unanimously.

Senior Planner Jay Camp provided general information and background on the Plantation Estates rezoning request. He explained that the application is a request to rezone three parcels. One parcel is currently zoned Conditional and two are zoned residential. This request will bring all parcels into the R/I(CD) for the Continuing Care Retirement Community. Three primary areas will change on the property. There will be an addition of skilled nursing facility in the rear of the property along Fullwood Lane. There are two additional footprint areas on the plan for 49 independent living units. There will also be a driveway access installation to Fullwood and it will line up with Village at Plantation Estates, also owned by ACTS. There are other minor changes to existing facilities.

Mr. Camp noted that there were several comments made at the public hearing and the Applicant has addressed those issues. Mr. Camp provided a report from Bluewater Design for the Board which highlights the changes made. He continued briefing the Board on the specific changes made from the public hearing held on February 10th. Those included the additional driveway, fire truck access, payment of taxes and right-of-way dedication. He showed on the overhead where the connections will be for the right-of-way and sewer connection.

Mr. Lawing asked about the other property owned by ACTS across Fullwood that had been reviewed by the Board a couple of years ago. He thought the plan for that property showed a nursing facility. Mr. Camp said yes

the 2012 plans showed such facility; however ACTS now wished to place the skilled facility on the existing site. Mr. Lawing asked if ACTS will not be using the property in the 2012 rezoning for skilled nursing, is there anything in the conditions that states that it could be used for other uses. Mr. Camp noted that the plan did not show the maximum density allowed. They could replace the skilled nursing with independent living. In order for that site to be in zoning compliance, there has to be some assisted living facility.

Bob Romano with Bluewater Design Build addressed the Board. Mr. Lawing asked if Mr. Romano would inform the Board about light and noise on the backside of the nursing facility. Mr. Romano stated that the building is approximately 200 feet from the property lines of the neighborhood. The referenced area is currently a bus parking lot. There is an existing Duke light that shines on the neighbors' properties. They have addressed this concern with Duke and the light is being retrofitted to fix the problem.

Mr. Lawing asked about the noise of ambulances and if there would be additional noise. Mr. Romano said that the Fire Chief has stated that once they arrive on property, the ambulance goes quiet. Mr. Lawing further asked about possible runoff in the creek property and increasing the outflow. Mr. Romano said that regulations require that they can not increase storm water runoff from the property.

Rob Markiewitz recommended approving zoning application 2013-608 as presented at the public hearing and most currently amended, and that it is consistent with policies for development as outlined by the Matthews Land Use Plan, and Town's long-range Vision Statements. Steve Lee seconded the motion which carried unanimously.

Tom Lawing made a motion to bring in Gary Turner and Eric Welsh as voting members; and Barbara Dement as alternate member for the meeting. Rob Markiewitz seconded the motion and the motion carried unanimously.

ZONING APPLICATION #2013-609, Buster's Transmission, 9024 Boyd Drive; Amend B-2(CD) Conditions

Senior Planner Jay Camp presented Buster's Transmission request. He explained that since the public hearing, the Applicants have stated that they intend to withdraw their rezoning request. They intend to construct the garage that was a condition of the 1989 zoning.

Attorney Buckley informed the Board that if they don't make a recommendation, it will be forwarded as an affirmative recommendation. There is no automatic withdrawal of application. There was discussion of what the Board can and cannot recommend. Mr. Lawing further explained the previous zoning conditions and the current request for withdrawing the application.

Gary Turner motioned to deny zoning action 2013-609 as presented, and that it is not consistent with the policies for development as outlined by the Matthews Land Use Plan. Michael Ham seconded the motion. The vote carried unanimously.

ZONING APPLICATION #2014-610, Text Amendment for Internally Lit Signs for Churches in Residential Districts

Planner II Jim King briefed the Board on the text request for internally lit signs for churches in Residential Districts. The applicant is the Seventh Day Adventist Church which is located on Sam Newell Road. In December 2013, the Church received a Notice of Violation from Matthews Code Enforcement Officer because they had an internally lit sign. The Matthews Zoning Ordinance states that properties zoned residential, signs are allowed exterior lighting, but not in interior. Staff spoke with representatives with the church in order to resolve the issue. The applicant explained that the cost associated with changing is too expensive and therefore decided to apply for the text amendment.

Mr. King continued stating that the Ordinance intent is for the light to be on the sign with less glare going out from the sign. Staff cannot support this request. Staff has identified 13 additional properties in the Town's jurisdiction that could also use interior lighting that are in residential zones.

Staff had a couple of outstanding questions regarding the text change. The first was the methodology in measuring the distance from the sign. The applicant said the 100 foot measurement would be from the sign itself to the structure being used on the residential property. The other question regarding the application was the maximum wattage. The applicant had explained to staff that their intent is that no bulb should exceed 100 watts. Each bulb would be up to 100 watts.

Mr. Markiewitz asked if staff had received any neighborhood comments. Mr. King stated that the applicant was going to discuss the issue with the neighbors, but he has not received any comments. Mr. Buckley explained that since this is a text change, there was no community meeting held. This applies to all property similarly zoned.

Mr. Lawing asked if there is a limit on wattage use for externally lit signs. Mr. King stated there is no limit. Mr. King clarified that you can have an externally lit sign in the residential zones. Mr. Lawing asked for further description of the location of the church. Mr. King stated that the church faces Sam Newell Road.

Ms. Dement asked about the other 13 properties that were mentioned and asked if they faced major roads or were they internally located in subdivisions. Mr. King noted that to the best of his knowledge, all faced streets.

Mr. Lawing asked what the verbiage is in the UDO. Mr. King stated that the language in the UDO would not change and would only allow for externally lit signs. If the text amendment is approved, this would create at least one nonconforming situation and possibly up to 13.

Mr. Markiewitz asked if the property could be rezoned and have a monument sign installed. Mr. King explained that they did discuss this with the applicant. The rezoning would be R/I and because of the location of the church, the 50 foot rear setback could not be met. Mr. Welsh asked if the church could seek a variance. Mr. King stated that they could seek a rezoning contingent on a variance approval.

The Board discussed the current language and proposed revision. Mr. King stated that this is for places of worship only, along major thoroughfares. Mr. Turner asked to see an illustration of the sign. Planning Director Kathi Ingrish clarified for the Board that because this is a text amendment, this is not specific to this site. This has to be available to any property that can meet the standards. Any residential property that is a church on the thoroughfare, this would apply. Mr. Turner asked if this would apply to single family subdivisions. Ms. Ingrish stated it would not. Mr. Turner asked if this could be a reader board that would change or only permanent text on the sign. Ms. Ingrish said it could apply to either. Mr. Turner said that he finds the exterior lighting more offensive than interior lit.

Mr. Lee said that there are other considerations and knowing that this applies to more than just this particular location, he finds it difficult to approve. Mr. Pratt said that there could be a lot more in a year.

Mr. Buckley stated that site specific use is not pertinent to the text application.

Steve Lee recommended denial of text amendment 2014-610, that it is inconsistent with the policies for development as outlined by the Matthews Land Use Plan, and Town's long-range Vision Statements, and other adopted policies. Eric Welsh seconded the motion and the motion carried with a 6 to 1 vote.

ADMINISTRATIVE AMENDMENT, Erickson Living, Continuing Care Retirement Community (CCRC) on McKee Rd, Reduction of 200 Independent Living Units and Related Minor Site and Note Changes

Senior Planner Jay Camp explained that staff had received revised plans for the Erickson CCRC that was approved in 2007. The site went into foreclosure and the purchasers now plan to build what was approved in 2007. As part of the Administrative Amendment there are some reductions. There is a 200 unit reduction in the independent living units, a 36 bed reduction in assisted or skilled nursing care living, and reduction in parking. Mr. Camp showed the plan and provided location analysis for the Board.

Mr. Camp went over the site plan changes that were provided by the applicant. He showed changes in parking, building layout, and footprints. There is nothing that is increasing and the overall site impact has decreased.

Staff did review the request and provide comments to the applicant that needed to be addressed. Staff received a letter from K & L Gates representing the applicant and there were no conflicts with staff's recommendations.

Mr. Camp went over the revisions that have been made to the original approved notes. Changes include keeping channels of communications open for the Duke Energy easement, horizon dates, and parking spaces will comply with new regulations. There was a note made by staff for Erickson to work with Tim Fincher to have the homestead and land dedication to a Century Farm status and the applicant agreed to communicate with the family.

Mr. Camp stated that as part of the original conditions, there is land to be dedicated for public use east of the power lines and berms were to be built along Pleasant Plains Road to shield views of the building. Staff would like this language to be relaxed so that at a later date the Town could determine the best location and overall necessity of the berm. Lastly, the developers agreed to comply with the Outdoor Lighting regulations.

Mr. Turner asked if this site will be developed in phases. Mr. Camp stated that he believed it would be done in phases because of the size of the development. He informed that Board that development representatives were present and could answer that question.

Mr. Lawing asked about the 20 acres to be developed by the Town. Mr. Camp showed the location of the property on the map.

Mr. Markiewitz asked about the staffing that will be needed for the development and the traffic impact. Colin Brown with K& L Gates and Bailey Patrick attorneys representing Erickson addressed the Board. Mr. Brown stated that Erickson does not need the intensity that had been entitled. The idea is to reduce the number of units, and this reduces the need for parking, drive isle and impervious space. He explained that the color coded plans provided show what has been changed from the original approval. The changes on the map and the list provided from staff's comment are the only changes they will be making. He further noted that all other commitments that were made in 2007 will be maintained.

Scott Sawicki Director at Erickson Living addressed the Board. He stated that he has been with the company for nine years through the transition. He informed the Board that the standard metrics for Continuing Care Retirement Centers (CCRC) is occupancy and determines the financial stability of the company. Mr. Sawicki provided a background of the company including: occupancy, employees, seniors being served, and overall community statistics. He also provided benchmarking numbers and that they have been rated over 90% through the last decade. The residents that contracted with Erickson previously in the Matthews development have been returned all their money. He stated they provide a high quality product.

Mr. Lawing asked about the subdivision to the north of the planned development stating that the roads are not built to Town standards. He wanted to know if Erickson proposes to connect to the subdivision. Mr. Brown said that there is no alteration to the original approval at this location. It is an emergency path only. Mr. Lawing asked how many entrances will be on McKee Road. Mr. Brown stated that there will be one. He further noted that there was a maintenance facility with an access point near the power lines, which has now gone away.

Mr. Lawing asked if there are any changes proposed to McKee Road. Jeff Mangas with EMH & T said that their office did perform a traffic study for the development and any improvements that were noted in the study will be completed. Mr. Turner asked if the study is still binding with the lower density. Mr. Mangas stated yes. Mr. Brown noted that all commitments will be maintained even though there is less traffic volume coming from the community. Mr. Lawing mentioned that it is less density from them but traffic has generally increased in the last seven years.

Mr. Markiewitz asked if there is any future plans to scale back up in two or three years. Mr. Brown stated that Erickson would have to come go through the rezoning process. Mr. Markiewitz asked if they are leaving any flexibility in the design to allow for increases in development. Louis Kiang Director of Development with Erickson Living addressed the Board. He stated that they have no plans at this point. The previous 1100 unit density included smaller units. They have found that their residents prefer larger units. That is part of the reason to reduce the density. There is no intent to add the 200 units back. Generally all of their communities have become smaller.

Mr. Markiewitz asked what time of the year the traffic study was completed. Mr. Mangas stated that he did not know for certain. Brian Lee mentioned that he lives across the street and traffic is terrible. He asked what time of the day would be the peak volume of employees and residents. Mr. Sawicki noted that the residents would not be that much. Staff is off rush hour times. Staff in the community generally work 7 am to 3 pm and 3 pm to 11 pm. Mr. Brown noted that he understands that there is a significant concern about traffic in this area. He heard from the residents in the area when single family homes were proposed on the site. They said that the retirement community has a lot of positive economic impact but does not have the negative traffic impact. Additionally there is not a school impact with Erickson and does add significant monetary fees to the Town that will be used for traffic improvements.

Ms. Dement asked if there have been any comments from fire and police how they feel about one entrance and exit. Mr. Camp said that planning staff received an email from the fire chief earlier in the day. The conditional notes state that there will be secondary emergency access to be determined when construction begins.

Mr. Lee asked if the Board did not approve the amendment, could they still build what was originally approved. Mr. Camp answered yes.

Mr. Pratt asked how many jobs this project would create. Mr. Sawicki said that it is usually one-half up to 66% ratio of the community residents. Mr. Lawing wanted to know about the training of their staff at the community. Mr. Sawicki said that the training is extensive. Most of their facilities are four or five star rated. Mr. Lawing thought there was wording in the 2007 approval about staff being EMT qualified. Mr. Kiang said that he believed there was a provision for Erickson staff to be First Responders in an emergency situation. Mr. Sawicki said that they have EMT's as well as physician on site at all other sites.

Mr. Camp said that the Fire Chief mentioned that he did not believe that Erickson staff could serve as Town volunteers. The Chief thought this may be a conflict for the Town of Matthews. This is a condition from 2007 conditional approval.

Mr. Markiewitz asked about the walkability along the exterior perimeter of the community. Mr. Kiang said that one of the provisions is to construct a sidewalk along McKee Road. All of the communities are fenced. On the interior of the community there will be paths and sidewalks for the residents to walk. He did not foresee any additional paths on the perimeter of the community. Mr. Brown stated that their commitment is to build sidewalks along the streets. Their experience is that it is very tricky to connect to existing neighborhoods and there was pushback on that. There are no changes in location of perimeter sidewalks which will connect wherever possible.

Ms. Ingrish stated that under Fire Protection Note #10.02, it states "Erickson personnel will function as Matthews EMS personnel and will fall under the authority of the Town during the call response." This is possibly what the Fire Chief is referring to that may not work now with the Town's protocol. She suggests that adding a statement in this note to say "or as mutually agreeable with the Town". Mr. Buckley said that this statement could be a real problem. In 2007 the Town did not provide incentives to volunteers. If all of Erickson's EMT volunteers came under the direction of the Town, it could bankrupt the Town. This statement may need to be stricken or changed.

Mr. Markiewitz asked for further explanation of the language in the Note 10.02. Ms. Ingrish said that the beginning of the note stated "All first responder members of the retirement community's security department shall function as volunteer members of Matthews Rescue & EMS. Mr. Markiewitz asked if this was extra staff on top of Erickson's staff. Ms. Ingrish explained that this is Erickson's staff that is already on site. When there is a 9-1-1 call they would fall under the Town of Matthews authority. Discussion continued about training and staffing level of the facility.

Mr. Buckley explained that this language could be problematic due to the current professional and volunteer Fire Department staff. Mr. Brown stated that he believes the note was written at the time so there was no burden to Matthews for additional services. Discussion continued about how the language affected the Town and fire department. Mr. Brown stated that Erickson will work with Town staff to make the language satisfactory to the Town.

Mr. Markiewitz motioned for approval of Administrative Amendment for Erickson Continuing Care Retirement Community on McKee Road as amended by the Town and Erickson; and revisiting the language in Fire Protection Note 10.02 to ensure the mutual satisfaction of both parties; and it is consistent with Matthews Land Use Plan and long-range Vision Statement. Mr. Turner seconded the motion. The motion carried unanimously.

Deletion of Chapters in Town Code of Ordinances When UDO Becomes Effective

Planning Director Kathi Ingrish explained that the UDO is comprised of Zoning, Subdivision, Flood Prevention, Storm Water, and Minimum Housing regulations. Each of these are currently a separate chapter in the Town Code of Ordinances. This deletion request repeals these chapters from the Town Code of Ordinances when the UDO goes into affect so there is no overlap and no gap. Staff is asking this Board to make a recommendation this evening. Town Council will hold the hearing on March 10 and with Planning Board's recommendation, they can act on this item after the close of the hearing. This will allow the chapter deletions to be consistent with the UDO effective date of April 1.

Mr. Lawing motioned to recommend approval of Deletion of Chapters 149, 151, 152, 153 and 154 from the current Town Code of Ordinances when UDO becomes effective as presented; it is consistent with the policies for development as outlined by the Matthews Land Use Plan, and/or Town's long-range Vision Statements, and/or other adopted policies or plans. Steve Lee seconded the motion. The motion carried unanimously.

SKETCH PLAN, Royal Park, Liberty Health Care on Moore Road

Planner II Jim King showed a proposed sketch plan for Royal Park noting that it is a minor subdivision. He showed an overview of the site location. He stated that there are two tracts; one being 12 acres in size which has the current care facility located on it. The second tract is 36 acres which goes around the first tract. The applicant is proposing to subdivide a third lot out of the 36 acres at 1.15 acres. This will allow separating the designated historic property. If the current owners wish to sell the property in the future, the historic property will be separate and no historic provisions will hamper development on the balance of the 36 acres. Once sketch plan is approved, it will go to final plat approval by staff. The preliminary plat will go to Town Board.

SKETCH PLAN, Residential Subdivision at 2800 Mt. Harmony Church Road

Planner II Jim King showed the proposed sketch plan for property located on Mt. Harmony Church Road noting that it is a major subdivision. Mr. King provided a description of the location of the property. The subdivision would include the construction of road and installation of water and sewer. The site can be developed by right and is zoned R-15. The applicant will not be requesting any rezoning. The proposed subdivision will consist of 15 lots with average building footprint of 1600 square feet. The applicant has included fee in lieu of \$15,174. The applicant is proposing a 10' pedestrian easement around the existing pond. There will be a five foot common open space between lots 4 and 5 to access the adjacent residential parcels for potential subdivision at a later date. The road network consists of a single street with cul-de-sac.

Mr. King continued noting that the preliminary plans will go before the Town Board for approval. There are some outstanding issues that staff is working with the developer on. Those include drainage easements, size of the common space easement, cross section notes, right-of-way dimensions, meets and bounds, and submittal of PCO.

Mike Ham asked if the property adjacent to the subdivision with the pond located on it was also owned by the developer. Mr. King said no. Mr. Ham asked who would be responsible for maintenance of the pond. Mr. King stated that currently the pond is under separate ownership. Mr. Ham asked if the pond was stocked. Mr. King said that pond issues would be handled through Mecklenburg County Water Quality. Mr. Ham stated that some of the subdivided lot lines go into the pond. He would like to know what the individual home owner's responsibilities and rights would be in regards to the pond. Mr. Buckley stated it would be on the developer as to any restrictions and conditions he would place on the plan. It may also become common open space and could

be the responsibility of the HOA. Subdivision Ordinance does not deal with the pond. There was additional discussion on the pond and responsibilities.

Prepare Report on Revising R-VS Zoning, Spring Park, Sam Newell Rd Near Lakeview Circle

Planning Director Kathi Ingrish explained to the Board that the Zoning Ordinance has had a provision that if a conditional zoning has been approved and nothing has happened on the site for three years, the Town can take action and undo the conditional zoning. In this case, Spring Park was approved just as the recession started. The State General Assembly did extend requirements for development proposals that might have had deadlines.

Ms. Ingrish continued noting that the Town has never automatically taken action at the three year limit time. The property owner is asking for the Town to utilize this process. The Ordinance states that Planning Board will make a report and may make a recommendation that will be forwarded to Council for their decision. It is up to the Board as to what will be contained in the report.

Ms. Ingrish described the R-VS zoning on Sam Newell near Lakeview Circle and Crown Point Elementary School called Spring Park. It was going to have public and private streets; houses fronting on the commons with alley access. There is one parcel that was going to partially be included in the development that is not owned by Spring Park LLC. There are now issues with the owner of the parcel and the development cannot move forward because it was contingent on that property being available.

Mr. Lawing asked what the property was zoned before it received the R-VS designation. Ms. Ingrish said she believes that it was R-15. Mr. Lawing wanted to know if the owner was asking to rezone the property to something other than the original zoning district. Ms. Ingrish said that he is asking to go back to what it was before. Everything surrounding neighborhood is R-15, one-third acre single family lots.

Mr. Lawing asked if there is an advantage to the developer in making this request. Ms. Ingrish stated that the provision is in the ordinance. Mr. Lawing wanted to know why the applicant was using this process instead of rezoning to R-15. Ms. Ingrish said that the applicant would need to answer the question. Mr. Lawing asked if the Board has ever done this before. Ms. Ingrish explained the one instance that she found from a long time ago. She is aware of a couple of times that there was mention of the use of this section of the ordinance but no action had been taken.

Mr. Lawing asked for input from the applicant. Mr. Lee asked if it is required to go back to original zoning. Ms. Ingrish stated that the language says revert back, however, technically this is not what can be done. Mr. Pratt asked if staff would be favorable of the R-15 zoning on the property. Ms. Ingrish said that staff has not made any recommendation on this. Mr. Turner said that he understands all actions have been exhausted. He believes that the developer is asking for the Board to go back to the original zoning district and he does not see any other alternative.

Ron VanDerNoord addressed the Board. He stated that he decided to go into business with a land developer in 2005. He provided some background into the R-VS request. He said that they spent approximately \$100,000 to get this zoning completed and then the recession started in 2008. The partnership dissolved after that. He is a doctor, not a developer. He has ownership of all but one of the parcels in the development. One of the properties is now vacant. He further explained issues with the vacant property and why there has been no development to date. He stated that he has had the property for sale with no success.

The one parcel that he does not own potential developers cannot purchase because the owners are going through a divorce. He would like to sell the property. He stated that from a financing standpoint he gets a better interest rate with the property being zoned residential rather than commercial.

Mr. Lawing asked if they recommend changing the zoning, do that have to include all the properties or just the parcels that the requester owns. Ms. Ingrish stated that the Town always has the option of initiating zoning changes.

Mr. Buckley clarified that any zoning the Town changes would not be conditional. To conditionally rezone property you are supposed to have the consent of the property owner. The Town would still have the authority to rezone it. Proper notice and advertisement must be completed. The R-VS District would have to be treated as one district no matter how many property owners there are. The Board would have to make a recommendation that the whole district be rezoned, not breaking up into parcels.

Dr. VanDerNoord stated that the separate property was scheduled to be used for drainage of the development. Dr. VanDerNoord clarified that he would be satisfied with the zoning that the Board found to be appropriate.

Mr. Lawing asked if the Board elects to prepare a report to change this district from R-VS, should it be changed to R-15 and specifically what should be stated in the report. Mr. Buckley clarified that the Board could use this as their entry meeting on this item. The Board could make a determination and move forward at their next meeting. This issue is something unique and thoughtful consideration should be taken. Mr. Lawing said that he believes that all of the Board members are considering the request. However, he would like to see what staff would recommend for the zoning district change. He asked the applicant if he would be agreeable to allow the Board until their next meeting to make a decision. The applicant said that would be fine.

Mr. Markiewitz said that getting staff's opinion is important to this process. Mr. Lawing said that they will continue this until their March 25 meeting and it will be the first agenda item that evening.

MONROE ROAD CORRIDOR SMALL AREA PLAN

Mr. King informed the Board that a hard copy of the proposed Monroe Road Corridor Small Area Plan is being provided to each of them. He asked the Board to review the draft plan and it will be back on the March 25 agenda for discussion. The Public Hearing will be held at Town Board's April 14th meeting and will come back before the Planning Board at their April meeting for further discussion and recommendation.

ELECTION OF OFFICERS FOR 2014

Ms. Ingrish explained that the Board has two officers; Chair and Vice Chair. These officers must be regular voting members. Mr. Lawing stated that everyone should have received information on the eligible members for the offices.

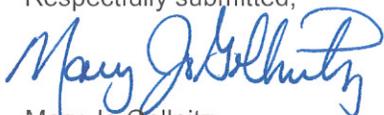
Mr. Markiewitz nominated Tom Lawing to serve as Chair. Mr. Lee seconded the motion and it carried unanimously.

Chairman Lawing recommended Gary Turner to serve as Vice Chair. Mr. Turner respectfully declined. Mr. Lawing nominated Rob Markiewitz to serve as Vice Chair. Mr. Pratt seconded the motion and it carried unanimously.

ADJOURNMENT

Mr. Lee made a motion to adjourn. Mr. Welsh seconded and the motion passed unanimously. The meeting adjourned at 8:55 pm.

Respectfully submitted,



Mary Jo Gollnitz
Zoning Technician/ Deputy Town Clerk