



**MINUTES OF THE REGULAR MEETING OF THE TOWN
OF LAKE LURE ZONING AND PLANNING BOARD**

TUESDAY, APRIL 18, 2023
9:30 A.M.

Present: Randall Nelson, Chair
Dave Keenan
Ken Williams

Scott Doster, Town Council Liaison

Absent: Charlie Ellis, Vice Chair
Mac Hillabush

Staff: Michael Williams, Community Development Director
Kimberly Martin, Community Development Administrative Support Specialist

The meeting was called to order at 9:30 a.m.

I. ROLL CALL

The Board opened with the pledge of allegiance. Vice Chair Charlie Ellis and Mac Hillabush were absent.

II. APPROVAL OF THE AGENDA

Mr. Ken Williams made a motion to approve the agenda, as presented. Mr. Dave Keenan seconded and all voted in favor.

III. APPROVAL OF THE MINUTES

Mr. Keenan made a motion to approve the minutes from the March 21, 2023 regular Zoning and Planning Board meeting, as presented. Mr. Williams seconded and all voted in favor.

IV. PUBLIC COMMENT

There were no comments from the public.

V. **OLD BUSINESS**

There was no old business to discuss.

VI. **NEW BUSINESS**

A. *Chairman's Proposal of Schedule for Board Agenda Communications*

The Board discussed the proposed agenda schedule and agreed to the agenda/packet release dates. It was determined that no motion was need to approve the dates.

B. *Review and Consider Making Recommendation to Town Council for Text Amendment to Lake Structure Ordinance to Add a Two-Tiered Permit Structure to Simplify Permit Process for Minor Structural Repairs.*

The Board discussed the proposed text amendments to the Lake Structure Ordinance, and the importance of a two-tiered fee schedule. The schedule, as recommended to simplify the permit process, would be \$240.00 review fee for minor repairs and \$400.00 review fee for other Lake Structure permits.

Mr. Keenan made motion to send the Lake Structure ordinance changes to Town Council for approval. Mr. Williams seconded and all voted in favor.

C. *Review and Consider Making Recommendation to Town Council for Text Amendment to Lake Structure, Land Disturbance and Zoning Permits to Allow for Penalty Fees for Projects Commenced Without Required Permits.*

The Board discussed text amendments on Lake Structure, Land Disturbance, and Zoning permits that allows penalty fees for projects started without permits. This would include any project requiring a lake Structure, Zoning or Land disturbance permit as well as signs, food trucks and vacation rentals.

Director Mike Williams introduced a proposal of doubling permit review fees to anyone caught starting a project without a permit. He advised that this would be a helpful tool to use in the process of keeping homeowners and contractors in compliance of our Town's ordinances.

Chairman Randall Nelson and Commissioner Doster were concerned that doubling the review fee was not enough of a deterrent for homeowners but higher fines may be a better way to prevent work being done without a permit.

Director Williams explained that the doubled fee would be an additional tool that could be used and would not replace a stop work order or any other fines currently being used as defined in the Town's ordinances. Director Williams also advised that having the discretion to apply any of these tools or a combination of these tools is a deterrent.

A discussion was held regarding putting information and links on the Town's website where homeowners can go to find out what permits and fees are required for their particular project. Director Williams advised that his office is constantly working on communication with the public.

Mr. Keenan made motion to approve proposed doubled permit review fees for projects started without a permit be sent to Town council for approval. Mr. Williams seconded. All voted in favor.

VII. APRIL DEPARTMENT REPORT

Director Williams presented Community Development's April report. It was noted that the town's AT&T contact, Stephen Howard advised that the cell tower is still a priority but because of the delays from the SHPO it has been shifted back on the budget and has been moved to 1st quarter 2024.

VIII. ADJOURN

Mr. Keenan made a motion to adjourn the meeting. Mr. Williams seconded and all voted in favor. The meeting was adjourned at 11:10 am

ATTEST



Wendy Terry, Deputy Town Clerk



Randall Nelson, Board Chair