

**POLK COUNTY  
UDO ADVISORY COMMITTEE MEETING  
NOVEMBER 18, 2010 - MINUTES  
POLK COUNTY LIBRARY MEETING ROOM - 7:00 PM  
COLUMBUS, NORTH CAROLINA**

1. CALL TO ORDER  
Mark Byington called the meeting to order.
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL  
Members Present: Mark Byington, Jim Carson, Emily Clark, Doug Harmon, Lisa Krolak, Renée McDermott, Christel Walter, Henry Bright, Roger Odel, and Ray Gasperson  
Members Absent: Harry Petersen, Wayne Horne, and Evangelena Barber  
Staff Present: Dale Holland, Cathy Ruth, and Ange' High
4. APPROVAL OF AGENDA  
Mark Byington suggested adding public comments to the beginning of the meeting. Renée McDermott made a motion to approve agenda with the suggestion of adding Public Comments to the beginning of the meeting. Doug Harmon seconded. All in favor.
5. APPROVAL OF MINUTES FOR SEPTEMBER 23, 2010  
Jim Carson made a motion to approve the September 23, 2010 meeting minutes as written. Emily Clark seconded. All in favor.
- 5a. PUBLIC COMMENT (10 minute limit)  
Fred Baisden and John Morgan from the City of Saluda spoke to the UDO Committee with their concerns about how the 1650' elevation requirement in the Mountain Ridgeline Protection Ordinance is affecting the Saluda's future development. They suggested adding an overlay for a radius outside the Saluda city limits to allow for commercial development in the Saluda Township. They would like more consideration on the slope and the lay of a particular site instead of just the current Mountain Ridgeline Protection Ordinance requirements which are based primarily on an elevation of 1650' or higher.
6. STAFF COMMENTS  
Cathy Ruth suggested that the committee member designation for writing the newspaper article be decided at the beginning of the meeting so that they can take notes. All agreed and Lisa Krolak volunteered to write the next article.
7. OLD BUSINESS  
None
8. NEW BUSINESS  
Presentation of the draft Unified Development Ordinance.  
Dale Holland of Holland Consulting Planners, Inc. (HCP) presented the draft document to the UDO Committee. He emphasized that this is just a starting point. He said that Mike Egan, the County Attorney, will be receiving a copy of the draft for his review. Dale suggested that the committee first read the document generally; looking at the section references, getting a feel on how it all fits together. It is an integrated document. He asked the committee to reserve their questions until after they have had a chance to look at the entire document. He recommends that as individual questions arise, to email them to the Planning Office. They will then send one combined email to HCP and he will respond to the questions as a batch.

Dale Holland then gave an overview of the draft ordinance.

Key Elements Removed/Incorporated:

- Definitions were removed from individual articles and incorporated into the glossary.
- The general development standards of the current Adult Entertainment Ordinance, Junkyard Ordinance, Mobile Home Ordinance, and Tower Ordinance are incorporated into Article 7, Supplemental Regulations.
- The Mountain Ridgeline Protection Ordinance (unzoned) was removed and the Mountain Ridgeline Protection Ordinance (zoned) was incorporated into Article 11, Environmental Regulations.
- The current standards and procedures for the Planning Board and the Board of Adjustment have been merged and are incorporated into Article 3, Administrative/Legislative Authority.

New Elements:

- Article 4 - Legislative/Quasi-Judicial Authority
- Article 5 - Development Review Process
- Article 7 - Supplemental Regulations
- Article 9 - Performance Standards
- Article 10 - Landscaping, Buffering and Screening
- Article 11 - Environmental Regulations
- Appendix A - Definitions
- Appendix B - Zoning District Compatibility Table (this is not included in this draft; it will be sent to the committee the first of next week.)

Key Changes to Consider:

- Conditional/Special Use Permit Process - Section 4.5.
- Article 5 - Development Review Process includes a technical review committee. Article 3, Part II, explains the purpose, powers, duties, composition and procedures for the technical review committee.
- Defined Project Types – Section 5.2
  - Low impact requires a sketch plan with administrative approval.
  - Moderate impact requires a specific site plan, technical review committee approval and planning board approval.
  - High impact development requires a specific site plan, technical review committee approval, planning board approval and an environmental impact study.
- Table of Uses & Activities - Section 6.5
- Achievable Housing Standards - Section 7.2
- Building Design Standards – Article 9, Part I
- Outdoor Lighting Standards – Article 9, Part III
- Landscaping Requirements – Article 10, Sections 10.2 to 10.7
- Environmental Regulations – Article 11, Part I Environmental Assessments

Dale Holland gave the committee a homework assignment to review and edit the use table in section 6.5. He told them there is no right or wrong answers; this is just their opinion on what uses are appropriate for Polk County. They should send the completed assignment to HCP by December 17, 2010 and he will consolidate the results into one table.

11. NEXT MEETING

The next Unified Development Ordinance Committee will be January 20, 2011 at 7:00 pm in the Polk County Library meeting room.

12. ADJOURNMENT

Roger Odel made a motion to adjourn. Doug Harmon seconded. All in favor.