



"A GREAT PLACE TO LIVE"

**MINUTES OF THE
PLANNING AND ZONING COMMISSION
MONDAY, OCTOBER 8, 2018
CITY HALL COUNCIL CHAMBER, 7105 WHITLEY ROAD
REGULAR MEETING
6:00 P.M.**

Commissioners Present:

Larry Clark	Chairperson
Robert Martinez-Merlo	Member, Place 1
Ron Holland	Member, Place 4
Cristy McCauley	Member, Place 5
Jeremy Blain	Member, Place

Commissioners Absent:

Kay Ivey	Member, Place 2 with notice
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Staff Present:

Randy Richards	Building Official
Denise Wilkinson	Economic Development Specialist
Andrea Gardner	City Manager
Paul Hackleman	Director of Public Works

City Council Liaison Present:

Mark Taylor	Council Member, Place
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CALL TO ORDER

Chairperson Clark called the meeting to order at 6:00 P.M.

INVOCATION

Mr. Holland gave the invocation.

APPROVAL OF MINUTES

1. Minutes of regular meeting of August 7, 2018

Mr. Holland made a motion to approve the minutes of August 7, 2018 with 2 amendments as follows:

APPROVAL OF MINUTES (continued)

In the motion made under New Business, change the sentence from Ms. McCauley 1) "motioned" to "made a motion", and 2) change the reference from the "Master Plan", to the "Comprehensive Land Use Plan". Ms. McCauley seconded and the motion carried unanimously with the following vote:

AYES: Martinez-Merlo, Holland, McCauley, Blain
NAYS: None
ABSENT: Ivey

PUBLIC HEARING

1. **Planning and Zoning Case Z-18-04:** Proposed amendments to the Code of Ordinances, City of Watauga, Chapter 115.85 – Permitted Use Table, Restaurant (drive-in or drive-thru) as it relates to Specific Use Permit requirements. City of Watauga, applicant.

Chairperson Clark asked for staff comments. Randy Richards, Building Official and Paul Hackleman, Director of Public Works, presented information and explained the proposed amendments. Chairperson Clark opened the public comment portion at 6:14 PM. Paul Hopkins, 7509 Meadowbrook Drive, stated businesses moving into buildings with an existing drive-thru should be able to operate without the SUP being required; and, new businesses with a proposed drive-thru should be looked at a little harder with the 50' distance from residential being an important consideration. No other public comment was received. Chairman Clark closed the public hearing at 6:15 PM.

NEW BUSINESS

1. Discussion and action on selection of officers
 - a. Chairperson
Mr. Martinez-Merlo nominated Mr. Clark for Chairperson. Ms. McCauley seconded. No other nominations were made. Mr. Clark was elected Chairperson.
 - b. Vice-Chairperson
Mr. Martinez-Merlo nominated Mr. Holland for Vice-Chairperson. Ms. McCauley seconded. No other nominations were made. Mr. Holland was elected Vice-Chairperson.
 - c. Mr. Holland nominated Ms. McCauley for Secretary. Mr. Martinez-Merlo seconded. No other nominations were made. Ms. McCauley was elected Secretary.

NEW BUSINESS (continued)

2. **Planning and Zoning Case Z-18-04:** Discussion and action on proposed amendments to the Code of Ordinances, City of Watauga, Chapter 115.85 – Permitted Use Table, Restaurant (drive-in or drive-thru) as it relates to Specific Use Permit requirements. City of Watauga, applicant.

Mr. Holland made a motion to recommend approval of an amendment to Chapter 115-85 – Permitted Use Table, Restaurant (drive-in or drive-thru) as follows:

- a. Businesses with a drive-thru lane within 50' of residential property will require an SUP.
- b. Businesses with a drive-thru lane greater than 50' from residential property would be considered a permitted use.
- c. Sec. 115-33. Specific Use Permits for drive-thru lanes shall be exempt from the requirement to renew the SUP after the premise is voluntarily vacated for a period of no less than six months or substantially damaged. Any future improvement to a pre-existing non-conforming premise that operates a restaurant drive-thru shall be reviewed as if said premise had an SUP.

Mr. Blain seconded and the motion carried unanimously with the following vote:

AYES: Martinez-Merlo, Holland, McCauley, Blain
NAYS: None
ABSENT: Ivey

3. Discussion, direction and possible action on the One Watauga Development Strategy Implementation Plan to include the Future Land Use Key Objectives, Economic Development Key Objectives and the Implementation Plan.

Mr. Holland explained that he had requested that this item be placed on the agenda for the purpose of discussing with the Commission, the steps needed in order to implement the plan as stated in the One Watauga, Development Strategy. Mr. Holland stated he would like to make three (3) motions.

Mr. Holland made a motion for the Planning and Zoning Commission to:

1. Establish a process to be used by city staff for vetting development proposals that would be brought before the Commission and City Council based on the recommendations contained in the 2016 One Watauga Development Strategy, Chapter 7, "Development Proposals and Future Land Use Plan", page 117. Mr. Martinez-Merlo seconded and the motion carried with the following vote:

AYES: Martinez-Merlo, Holland, McCauley, Blain
NAYS: None
ABSENT: Ivey

NEW BUSINESS (continued)

Mr. Holland made a motion for the Planning and Zoning Commission to:

2. Conduct a review of the status and continued applicability of the 2016 One Watauga Development Strategy no later than December 2018 and that such a review be conducted annually after the 2018 review. Ms. McCauley seconded and the motion carried unanimously with the following vote:

AYES: Martinez-Merlo, Holland, McCauley, Blain
NAYS: None
ABSENT: Ivey

Mr. Holland made a motion for the Planning and Zoning Commission to:

3. Initiate a review and update process in partnership with a citizen committee to be determined at the December 2018 regular annual review of the 2016 One Watauga Development Strategy. Ms. McCauley seconded and the motion carried unanimously with the following vote:

AYES: Martinez-Merlo, Holland, McCauley, Blain
NAYS: None
ABSENT: Ivey

ADJOURNMENT

Chairperson Clark adjourned the meeting at 6:56 PM.

APPROVED: this the 29 day of OCT, 2018.

SIGNED: this the 29 day of OCT, 2018.

APPROVED:
Larry Clark /s/
Chairperson

ATTEST:
Cristy McCauley /s/
Secretary

NOTE: Original Audio and Video Recording of this meeting is preserved and maintained by the City Secretary's Office