

TOWN OF BEECH MOUNTAIN
Planning Board Minutes
May 29, 2018
Beech Mountain Town Hall

Call to Order at 9:00 am

Members Present:

Board Members in attendance included Pete Chamberlin, John Hoffman, and Robert Cavagnaro.. Also in attendance was Council Member Wendel Saur.

Adoption of Agenda:

The agenda was adopted as submitted.

Adoption of Minutes:

The minutes from March 27, 2018 and April 24, 2018 were adopted without amendment.

Old Business:

Review of Comprehensive Plan Update

Town Planner Preston Yates provided an update on the status of the Comprehensive Plan Update. Reviews of Chapters 1 through 9 were completed and Chapter 10 was the next to be reviewed. Mr. Yates stated that a report would be provided to the Planning Board summarizing the chapter reviews and the recommended actions.

Review of Public Participation Plan Outline

Mr. Yates reviewed the Public Participation Plan outline that was provided in the Board packet. Mr. Yates stated that the provided document was an outline of the Plan and that staff would present the Board with the actual Public Participation Plan at the next regular meeting.

Additionally, Mr. Yates noted that staff has started drafting the visioning document that will be used to guide the visioning process. Staff is also working on a pool of survey questions that will be presented to the Board for their consideration. Board Member John Hoffman asked if the survey was going to be questions for the general public. Mr. Yates confirmed that the surveys would be sent out to the residents in both an electronic and paper format in order to gather public input.

Board Member Hoffman expressed concern over survey responses that were unreasonable or impractical. Mr. Yates stated that the survey would be structured to provide a number of multiple choice or rating type questions. Mr. Yates explained that there would be several questions that were open or fill-in-the-blank but these questions can sometimes be difficult to quantify.

Board Member Joe Antonell offered several suggestions on the Public Participation Plan. Board Member Antonell suggested updating the website and keeping it up to date with current Comprehensive Plan updates. Board Member Antonell suggested that staff allow the members of public the opportunity to sign up to receive information in their preferred method of contact.

Member Antonell also suggested using a survey tool, such as Google or SurveyMonkey for the Town's survey.

Board Chairman Pete Chamberlin stated that it was important to try and get a balanced group of public participation representative of the Town. Board Member Sandy Carr suggested that a phone survey be included as part of the participation plan. Board Chairman Chamberlin suggested that any phone survey be initiated by the public and was not in favor of robo-calls or cold-calling the public.

Update of Address Posting Project

Board Member Carr asked if there had been any response to the Address Posting flyer that had gone out with the April utility billing. Mr. Yates stated that he had received a few calls and one walk-in to Town Hall asking about the address postings. Board Member Antonell stated that he did not see anything on the website in regard to the Address Posting Project. Mr. Yates stated that he would look into it and see if anything had been posted and if not, he would add something to the website.

Mr. Yates gave a brief update of the project and stated that staff had begun to merge the address list of possible violations with the property owner information from the property appraiser's database. Mr. Yates asked for direction from the Board on how they would like to proceed in notifying the addresses. One option would be to just send the letters out to the identified address without a specific name, such as "Current Resident". Another option would be to pull property owner information and send the letter to the listed address of the property owner.

Member Hoffman stated that he was aware of many people who forward their mail from their Beech Mountain address to another address in Florida or Charlotte. Board Chairman Chamberlin stated that his initial thoughts were that staff would need to look up property owner information in order to get the letter to the appropriate person and to ensure delivery. Board Member Antonell stated that it was his feeling that a property owner should be responsible for their property and that if a letter was mailed to their property in Beech Mountain, then the owner should be responsible to have it forwarded or be here to receive it. Board Member Robert Cavagnaro suggested it may be best to simply attach the letter to the doors of the violations. Board Member Carr suggested that Planning Staff evaluate their available resources and determine if the manpower was available to dedicate to researching and merging property owner information. Board Member Carr also stated that whether or not "Current Resident" or similar would be forwarded would be a crucial element, since many people forward their mail.

Other Business:

No other business was brought before the Board.

Planner's Report:

No additional report was provided by Mr. Yates.

Adjournment:

The meeting was adjourned at: 9:47 a.m.

Respectfully Submitted,

Preston Yates
Town Planner
Staff to the Board