

## **Planning and Zoning Board**

### **Minutes**

**Thursday, January 15, 2009**

**7:00 p.m.**

The Blowing Rock Planning and Zoning Board met on Thursday, January 15, 2009 for their regular scheduled meeting. Chairman West called the meeting to order at 7:00 p.m. Members present were Debbie di Santi, Ada Webster, Nelda Miller, Web Alexander and Jim Steele. Staff members present were Planning Director Kevin Rothrock, and Administrative Assistant Sherrie Pitts.

*Mr. Alexander had a correction on the last page fourth paragraph change "Mr." to "Ms." di Santi and motioned to approve the minutes with the correction. The motion was seconded by Ms. di Santi. All members were in favor of the motion.*

### **Items of Business**

#### **Status on Land Use Code Update**

Mr. Rothrock discussed the latest information to the board in reference to the priority matrix and the summary of the status of the code review. Mr. Rothrock advised that he would like the subcommittee to set a meeting to look through the Land Use Code book and update summary.

Chairman West commented that the subcommittee should look at the information that has been prepared and possibly get the easy fixes out of the way.

There was discussion on a time frame for the subcommittee to meet the last week in January.

#### **Downtown Loading Zones and Delivery Scheduling**

Mr. Rothrock stated that at the December meeting, board members were interested in reviewing the current loading zone situation in downtown to see if changes were needed. Mr. Rothrock presented a map showing the current designated loading areas.

The board discussed crosswalks and bulb-outs in the streetscape plan and how parking and loading may be affected.

Mr. Rothrock talked about setting times for deliveries. There was some board discussion on setting allowable delivery times.

There was a discussion about creating a questionnaire to be distributed to business owners for compiling information about size and locations of deliveries and times and sizes of vehicles making the deliveries.

Chairman West asked if a draft of a questionnaire could be emailed to the board members for comments prior to finalization of the form.

Mr. Rothrock stated that a draft could be emailed to the board members.

Mr. Rothrock mentioned that the feeling he had received from board members at the December meeting in reference to the utilities, was that if the utility lines were not addressed they did not want to move forward with the streetscape plans.

There was some discussion on the utilities and the general consensus of board members was that the utilities need to be addressed whether underground or above ground behind the buildings.

With no other comments or questions the Planning Board adjourned.

**Adjourn**

*Mr. Steele made a motion to adjourn. Mr. Alexander seconded the motion. All members were in favor of the motion.*

With no further business the Planning Board adjourned at 8:06 PM.

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Jim West, Chairman

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Sherrie Pitts, Administrative Assistant