

**CAMPBELL COUNTY & MUNICIPAL PLANNING & ZONING COMMISSION
MINUTES OF THE NOVEMBER 11, 2014 MEETING**

MEMBERS PRESENT:

Mr. Larry Barrow
Mr. Dennis Bass
Ms. Lauri Harding
Mr. Steve Stapleton
Mr. Edward Stubbs
Mr. Michael Williams, TPO
Mr. Justin Verst, Chair

MEMBERS ABSENT:

Ms. Deborah Blake
Mr. Tony Pfeffer, Vice Chair

STAFF PRESENT:

Ms. Cynthia Minter, Director
Mr. Ryan Hutchinson, Planner

STAFF ABSENT:

Ms. Stephanie Turner, Secretary
Mr. Matt Smith, Legal Counsel

Mr. Verst called the meeting to order at 7:00 PM. Following roll call, a quorum was found to be present. Mr. Verst asked if everyone had reviewed the October 21, 2014 meeting minutes and asked if there were any additions or corrections. There being none, Mr. Verst called for a motion. Mr. Barrow made a motion to approve the October 21st meeting minutes as submitted. Mr. Stapleton seconded the motion. A roll call vote found Mr. Barrow, Mr. Stapleton, Mr. Stubbs and Mr. Williams in favor of the motion. Mr. Bass, Ms. Harding and Mr. Verst abstained. Motion passed.

Ms. Minter advised the Commission that Mr. Tony Pfeffer resigned his position on the Commission due to work conflicts. He served our Commission since 2008 and most recently as the Vice Chair. Mr. Pfeffer has been a very valuable member of this Commission. With his resignation, we have a vacancy that needs to be filled. Also, we will need to consider a replacement for the position of Vice Chair. That election can occur tonight or the Commission can consider it at their leisure for the next meeting. Mr. Williams nominated Ms. Harding to be the Vice Chair. Mr. Verst asked staff before this was considered tonight if there was a meeting scheduled for December. Ms. Minter advised that at this time there were no cases to be heard in December. However, the Commission can choose to meet to have another work session on the Comprehensive Plan Goals and Objectives. Mr. Verst commented that if we don't have a meeting in December and we normally hold elections in January. Ms. Minter stated that was correct. Mr. Williams stated that a motion was made. Mr. Verst stated that before there can be a motion, the nominee must accept the nomination to hold office. Ms. Harding stated that she did not accept the nomination. Mr. Verst stated that the motion was dead. He continued that it would be his suggestion then that the Commission considers whom they would like to see as officers and then make those nominations at our January meeting. Both Mr. Stapleton and Mr. Williams encouraged Ms. Harding to consider accepting the nomination in the future. Mr. Verst asked the Commissions' choice to hold an election for vice chair tonight or just wait until January. Ms. Harding stated she believed we should wait until January to hold any elections. Mr. Verst confirmed that the Commission will postpone the election of officers until January.

Ms. Minter stated that the case scheduled to be heard tonight has been withdrawn. Ms. Minter stated that a more comprehensive re-write of the sign ordinance will be brought forward at a later date. Rather than an update to just the Southgate Zoning Ordinance, a model ordinance for all members will be brought forth for consideration. Mr. Williams asked if his comment prior to the meeting tonight was only in the Southgate Zoning Ordinance. Ms. Minter stated that the language he questioned was actually in all the ordinances. This is an update that has been on our "to do" list for a while, but had not had the opportunity to tackle yet.

Ms. Minter indicated that there are training items for approval. Commissioners Mr. Stapleton and Mr. Verst participated in the Farm to Fork Forum; Commissioner Mr. Barrow participated in the Herbst Farm

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Tour; and for staff Ms. Minter participated in the Farm to Fork Forum. Mr. Verst asked for a motion to approve the training as submitted. Mr. Bass made the motion to approve the training as submitted. Mr. Williams seconded the motion. A roll call vote found Mr. Barrow, Mr. Bass, Ms. Harding, Mr. Stapleton, Mr. Stubbs and Mr. Williams in favor of the motion. Mr. Verst abstained. Motion passed. Mr. Verst advised Ms. Minter he did not see a training form for Mr. Barrows in the papers she gave him. Ms. Minter stated that they just learned of Mr. Barrows training this evening. A training form will be prepared and presented for Mr. Verst signature for their next meeting.

DIRECTOR'S REPORT

Ms. Minter stated that following the meeting tonight there would be a work session on the Comprehensive Plan Goals and Objectives. Ms. Minter stated that the Commission should let staff know when they had reached their saturation point. Staff does not anticipate completing the review tonight and future sessions can be held until the review is complete. It is up to the Chair and your discretion if you want to meet in December to have a work session. You do not have to decide that right now.

Mr. Verst asked if there were any other items up for discussion. Mr. Stapleton asked Ms. Minter to advise the Commission of the Fiscal Court meeting. Ms. Minter stated that the first and second reading of the text changes proposed by the Commission for the A-1 and R-RE Zones and they have been approved. The gentlemen from the Conservation District that came to our meeting provided very positive feedback to the Fiscal Court. They were encouraged by the cooperation that we gave to them and for reaching out to engage them in that process. We are very appreciative of their willingness to go to the Fiscal Court meeting to relay their comments and will openly engage them in our Comprehensive Plan Update.

Mr. Verst commented that he hopes all of the Commissioners will stick around after the meeting to participate in the work session for the update to the Comprehensive Plan's Goals and Objectives. With that, if they had any other business to discuss, Mr. Verst called for a motion to adjourn. There being no other comments, Mr. Barrow made a motion to adjourn. Mr. Bass seconded the motion. An oral vote found everyone in favor, none opposed. Motion passed. Meeting adjourned at 7:09 PM.

Respectfully Submitted,

Approved:

Cynthia Minter
Director of Planning & Zoning

Justin Verst
Chair