

**Town of Seven Devils**  
Planning Board Minutes  
Regular Meeting  
August 16, 2010

**Call to Order**

The Seven Devils Planning Board met on Monday, August 16, 2010, at Town Hall. Chairman, Bob Haugh, called the meeting to order at 5:30 p.m. Other members present were Butch McLean, George Ehlinger, Larry Fontaine, Mike Tarlton and Barry Isquith. Also present was Town Manager and Zoning Administrator, Ed Evans. Anne Fontaine recorded the minutes.

**Adopt Agenda**

Member Fontaine moved to accept the Agenda. Member Isquith seconded the motion. The motion carried unanimously.

**Approval Minutes**

- July 19, 2010 Regular Minutes

Member Isquith made a motion to approve the July 19, 2010 regular scheduled minutes as submitted. Member Ehlinger seconded the motion. The members agreed unanimously.

**Citizen Comments**

None

**Administrative Comments**

Town Manager Ed Evans commented the Town of Seven Devils issued 150 tree permits during the last six months primarily due to tree damage from the ice storm. The Town issued a zoning permit for a new home to be constructed on East Rocky Top Trail. A total of \$650 was collected for zoning, grading and driveway permits for this new construction. Information has been requested about building permits for two other locations in Town. Several homes in the Town have been sold in the last few months. These are all good signs for the town.

Manager Evans extended special thanks to Kelly Coffey with the High Country Council of Governments for all of his work on the recommended changes and updates to the Subdivision, Zoning, and Construction Ordinances.

Manager Evans handed out two papers that were ordinances with conflicting ‘updated’ and ‘revised by’ dates. Manager Evans mentioned that at the next meeting ‘real estate signs’ should be discussed.

## **Old Business**

- A.** *Status of review of ordinances for recommendations from the High Country Council of Governments.* Changes in the Subdivision, Zoning, and Construction Ordinances should be completed next month. The three ordinances will then be forwarded along with Planning Board recommendations to the Town Council.
  - a.** *Zoning Ordinance* -- No comments.
  - b.** *Subdivision Ordinance* – Manager Evans stated that after conferring with Richard Ducker of the UNC School of Government, he recommends ordinances should be purposefully general since many difference circumstances can be applied. The conditions that might be included for minor subdivisions could be a definition of a driveway and the addition of a ‘y’ or cul-de-sac for safety vehicles to turn around. After much discussion it was agreed that according to State or County Codes, three houses or less can be on a private driveway. The Subdivision Ordinance, Article 7 for Minor Subdivision was reviewed and updated by Kelly Coffey with the High Country Council of Governments and his latest revisions were presented to the Planning Board for their comments. After much discussion between Planning Board members, Town Manager Evans, and Public Works Chairperson Copley it was decided that Mr. Coffey would further revise the ordinance relative to shared driveways in Minor Subdivisions. The key points to be included would be: construction standards for driveways with special attention to the 15-20 feet of the driveway that connects to Town roadways, engineering approval relative to storm water runoff for driveways, the requirement of a driveway maintenance agreement for shared driveways, and the inclusion of a turnaround area for safety and emergency vehicles. Manager Evans will discuss the Maintenance Agreement with Town Attorney, Rob Angle. The Public Works Committee will further discuss these items and give their input to the Planning Board for consideration.
  - c.** *Construction Ordinance* – Town Manager Evans submitted a list of sections that should be reviewed by Planning Board Members prior to next month’s meeting.
  
- B.** *Status of Planning Board recommendation to Town Council on the Tree Protection section of Zoning Ordinance.* – Member Fontaine stated that he met with Manager Evans to discuss the Grant from the Urban Development Program for \$6,044 to be awarded sometime in September. Manager Evans stated that he expects the following steps to occur with the grant funding. The contractor selected by the Town will provide a training session for a volunteer group who will then conduct a tree inventory. The tree inventory

of Seven Devils public property will include the area around Town Hall and the Public Works Department, the road right of ways, and any other areas determined to be public for this project. Using special software that is available for free, the GPS coordinates will be input into the program to identify trees that are damaged or that have some other special conditions. The inventory should be conducted and completed by no later than mid-November, then the contractor will compile the information into a database leading to our certification with Tree City USA. The output of this research will be used to ascertain whether or not the Tree Ordinance is functioning to provide a fair and equitable ordinance for a healthy environment for the stability of our ground and the stability of the trees. If it is determined that revisions or updates are needed to this ordinance, it could be reviewed at this time and submitted to the Town Council if necessary. Member Fontaine offered to organize the group of volunteers necessary to conduct the inventory when needed.

### **Other Business**

*A. Board Member Comments -- None*

### **Adjourn**

At 7:17 p.m. Member McLean made a motion to adjourn. Member Ehlinger seconded the motion. The members agreed unanimously. The meeting was adjourned.

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Bob Haugh, Chairman

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Ann Fontaine, representing Town Clerk