

Town of Mills River
Minutes of the Planning Board
Tuesday, January 3, 2017

The Town of Mills River Planning Board met on Tuesday, January 3, 2017, at 7:00 PM in the Mills River Town Hall. Board members present were: Jim Humphrey, Randy Austin, Cheryl Janoski, Brian Kimball, and Chae Davis. Sherri Hill, Ronnie Edwards, Jim Foster (excused), and Connie Vlahoulis were absent (unexcused). Town Manager Jeff Wells, Zoning Enforcement Officer Jesse James and Tax Collector/Deputy Town Clerk Aurelie Taylor were also present. There are no open seats on the Board.

Chairman Jim Humphrey called the meeting to order and those present stood for a moment of silence and gave the Pledge of Allegiance.

Adjustments/Additions to Agenda: Deputy Town Clerk Aurelie Taylor added a date to the "Upcoming Dates" section. This is a rescheduling of the January 12 Town Council meeting from 7pm to 9am.

Cheryl Janoski made a motion to accept the addition to the agenda. Randy Austin seconded the motion and the motion passed by unanimous verbal assent.

Brian Kimball made a motion to approve the minutes from December 6, 2016. Cheryl Janoski seconded the motion and the motion passed by unanimous verbal assent.

Public Comment: None

Old Business:

A. Sign Ordinance Overview – Town Manager Jeff Wells

Chairman Jim Humphrey welcomed Jesse James to the Town of Mills River and asked that each of the Planning Board members present introduce themselves. Jesse thanked them for the welcome and gave a short bio of himself.

After giving Jesse some background on the Sign Ordinance Overview, including comments from Mayor Freeman, Jim explained that the Planning Board would like him to do further research on LED signs – how other jurisdictions regulate them and safety factors involved with signs and traffic. Jeff has already reached out to the NC DOT for their standards for LED's on state roads. Jim then asked the other members of the Board to explain to Jesse their position on LED's and the Sign Ordinance.

There was considerable discussion about types of signs, LED's, permitting, enforcement of violations of ordinances, and the sign at the Triangle Stop gas station (Marathon) in Mills River. Restrictions on signs, including size, Zoning District, road size, brightness, and how often a changeable copy sign can change was also discussed.

Jeff said that staff could post some questions on the “list serv” for information from similarly sized towns to see what their ordinances are, if any.

Jim Humphrey suggested that they follow the outline of Jeff’s ordinance outline, the text of which appears below:

SIGN ORDINANCE – POTENTIAL OUTLINE

- 154.250 Purpose and Intent
- 154.251 General Provisions/Applicability
- 154.252 Definitions
- 154.253 Sign Permit Required
- 154.254 Determination of Sign Copy Area and Sign Height
- 154.255 Sign Illumination
- 154.256 Construction Standards
- 154.257 Common Signage Plan for Multi-Unit Developments or Developments with More than One Principal Building
- 154.258 Signs Permitted in the MR-GB, MR-NC, MR-LI, and MR-MU Zoning Districts
 - Freestanding
 - Projecting
 - Wall
 - Marquee or Awning
 - Informational/Directional
 - 154.259 Signs Permitted in the MR-30 Zoning District
 - Not exceed 50% of max area allowed in in 154.258
 - 154.260 Home Occupation Signs
 - 154.261 Changeable Copy Signs
 - Manual
 - Electronic
 - 154.262 Signs Permitted Without a Sign Permit
 - Signs Required by Law
 - Public (Governmental) Signs
 - Warning (Health, Safety Hazard) Signs
 - Flags (Non-advertising/non-informational)
 - Transportation Signs
 - Campaign Signs at Polling Places
 - Address Numbers
 - Signs Required by the Americans with Disabilities Act
 - Window Signs
 - Building Memorial
 - No Trespassing (Soliciting, Hunting, Fishing, Parking, etc.) Signs
 - Signs Associated with a Seasonal or Religious Holiday
 - Agricultural Signs
 - Temporary Signs
 - On Premise
 - Real Estate/For Lease
 - Grand Opening

- Going out of Business
- Construction
- Remodeling/Repair
- Sidewalk
- Special Event
- Off Premise
 - Political
 - Real Estate/For Lease
 - Special Event
- 154.263 Extended Use Temporary Signs
- 154.264 Signs Prohibited
 - Billboards (Outdoor Advertising)
 - Flashing, Strobing, Pulsating, Blinking
 - Motion
 - Snipe
 - Signs Obstructing Motorist Visibility
 - Signs in Right-of-Way
 - Signs Above Roofline
 - Obscene Signs
 - Permanent Off-Premise
 - Balloons and Other Inflatables
 - Signs Erected or Placed Without a Permit or not in Compliance with Regulations
- 154.265 Subdivision and Development Signs
 - Residential Subdivisions
 - Industrial Park
 - Office Park
- 154.266 Gateway Signs
- 154.267 Non-conforming Signs
- 154.268 Maintenance Required
- 154.269 Dangerous or Unsafe Signs
- 154.270 Enforcement

Architectural Design Guidelines
 Renumber from 154.270 to 154.300

Jim Humphrey asked if Planning Board wanted to start with LED signs first, or tackle the whole ordinance, using the above outline as a starting point. There was some discussion of the pros, cons, and strategy of each.

Jim Humphrey made a motion to proceed with the sign ordinance revision in accordance with the "Sign Ordinance – Potential Outline" written by Town Manager Jeff Wells. Brian Kimball seconded the motion and the motion passed by unanimous verbal assent.

New Business: No New Business

Jeff presented his memo on council actions and other items, the text of which appears below:

COUNCIL ACTIONS – DECEMBER 2016

- Quarterly report from Sheriff's office.
- Awarded ag lease to North River Farms.
- NC 191 Widening
 - Recommended cross section to NCDOT.

OTHER NOTABLE ITEMS

- Hooper Lane Bridge Project
 - New bridge just downstream from existing.
 - Right-of acquisition
- Council Visioning – January 26th.
- 3rd Sheriff Deputy – Scott Aly.
- Silver Ridge opens this month.
- Bojangles site progressing well.
- GF Linamar site progressing well.
- Wayfinding sign implementation this year.
- Working towards another PARTF grant application
 - Basketball court
 - Picnic shelter #2

There was a short discussion of the items on the report – Jeff mentioned that there would be a presentation from the Henderson County Sheriff on February 9, 2017, from 5:30 to 7:30.

As there was no further business to discuss, Chae Davis made a motion to adjourn the meeting. Brian Kimball seconded the motion and the motion passed by unanimous verbal assent.

Respectfully submitted,

Aurelie Taylor
Tax Collector/Deputy Town Clerk