

**COLUMBUS PLANNING BOARD & BOARD OF ADJUSTMENTS**  
**Minutes of Regular Meeting**  
**Tuesday, October 6, 2020**

The Town of Columbus Planning Board and Board of Adjustments met on Tuesday, October 6, 2020 at 6:00 p.m. in the Columbus Town Hall Council Chambers.

**Roll Call:** Catherine Elliott, Chair  
Virginia Green  
Jimmi Buell  
Marshall Watkins  
Mark Blanton, Alternate Member (voting member)  
Ernie Kan, Alternate Member

**Staff Present:** Timothy J. Barth, Town Manager  
Daisy Trejo, Customer Service Representative

The meeting was called to order at 6:00 p.m. A roll call was taken, and the chairman acknowledged all present.

**Public Comment**

There were no public comments.

**Consideration of Minutes of the September 1, 2020 Planning Board Meeting.**

Mrs. Elliott asked if there were any changes to the September 1, 2020 minutes. There were no changes requested. Mr. Watkins made a motion to approve September 1, 2020, Planning Board minutes as written, Mrs. Green seconded, and the motion carried unanimously.

**Consideration of Approving the Comprehensive Plan and Recommending to the Town Council.**

Mrs. Elliott extended her gratitude to the Town Council for meeting with the Planning Board to discuss the Comprehensive Plan before it gets sent to the Town Council. Mrs. Elliot stated she looked through the Comprehensive Plan and noticed many of the changes that the Planning Board suggested had changed. Mrs. Elliott asked if there were any questions or concerns about the Comprehensive Plan. There were no changes requested. Mr. Blanton made a motion to send the Comprehensive Plan to the Town Council. Mr. Watkins seconded, and the motion carried unanimously.

**Board Member Comments.**

No board member comments

**Appearance of Dale Holland and Landin Holland Regarding the Development of the Unified Development Ordinance.**

Dale Holland from Holland Consulting Planners Inc. was present to talk about the draft Development of the Unified Development Ordinance (UDO). Mr. Holland stated that Landin

Holland will be helping with the draft UDO for the Town but could not be present today. Mr. Holland stated the first thing he will be reviewing is the existing ordinances for the Town. Mr. Holland said he will meet with Mr. Barth sometime this month to talk about the existing ordinances. Mr. Holland added a public information meeting that will take place on November 19, 2020, with the Board of Commissioners to explain to them the process and have the Board of Commissioners adopt the Citizen Participation Plan. Mr. Holland stated that a website will be dedicated to the UDO and to expect four work sessions with the Planning Board regarding the UDO. Mr. Holland said that in the next six months the Town could have a complete draft of the UDO to be presented to the Board of Commissioners and they can adopt the ordinances that complied with the 160-D requirements before July 1, 2021. Mr. Holland stated the Planning Board will make recommendations to the Town Council. The Town Council will hold a public hearing and adopt the UDO. Mr. Holland stated the purpose of the UDO is to make the ordinances easier for the public and town staff. Mr. Holland stated the ordinances that will be combined are zoning, subdivision regulation, mobile home and trailers, flood damage prevention, erosion and sedimentation, mountain and hillside, development, and adequate public facilities. Mr. Holland said the Town has an appeal process for subdivision ordinance and an appeal process for mountain and hillside ordinance. Mr. Holland said after the UDO the Town will only have one Planning Board, one Board of Adjustments, and one Board of Commissioners meaning all these different ordinances will be under one process. Mr. Holland stated to expect uniform terminology in the UDO. Mr. Holland stated that flood and damage prevention the Town needs to comply with FEMA requirements and to maintain flood plain insurances the Town has to comply with the state model floodplain ordinance. Mr. Holland said that 160-D does not get into how the town deals with land use and individual regulations at the local level. Mr. Holland stated that 160-D is about the process, procedure, and uniformity in definitions. One good example when the UDO is adopted, all the definitions of the dwelling unit will go away. The dwelling unit will be defined by the state building code. Mr. Holland added the Town will have one set of statutes after adopting the UDO for planning and will be applied to the Town and County. Mrs. Kan asked if the Town would have one set of regulations for both County and Municipalities? Mr. Holland explained as they move forward under 160-D legislation there will no longer be one set of regulations for the county or another set of regulations for municipalities. Mr. Holland added there will be one set of planning legislation for County and Municipalities. Mrs. Kan stated Polk County does not have as many ordinances as the Town. Mr. Holland added the County is working on revising its ordinance to comply with 160-D. Mrs. Green asked if Tryon and Saluda are doing the same as the Town of Columbus. Mr. Barth explained the other Towns might not be doing the UDO, but they are taking the zoning ordinances and other ordinances that they have and amending them to reflect the new 160-D regulations. Mr. Barth added when Mr. Holland explained the Town and County have the same process at a state level, he is referring to Cities and Counties deriving their land development standards powers from the same ordinances. The Town will still be more restricted than the county. Mr. Holland explained that he has an outline of the format for the new UDO. Mr. Holland stated that purpose incapability, general regulations, administrative mechanisms, administrative review, non-conforming situations, and development application will be dictated by 160-D. Mr. Holland explained the Town will no longer have zoning permits after the UDO is approved, it will be called a development application and approval permit, which will cover all the permits for the Town. Mr. Holland stated that article seven talks about zoning district, supplemental regulations, performance standards, sign regulations, landscaping, and subdivision regulation. Mr. Holland

said in section seven he will add legislation widening per Mr. Barth. Mr. Holland added that article ten will be talking about environmental regulations which include: erosion and sedimentation, mountain and hillside development, and flood damage prevention ordinance. Mr. Holland explained that the last thing in the draft for UDO will be definitions. The first meeting for the UDO draft will be on December 7th.

**Consideration of Certain Proposed Revision to the Town’s Outdoor Lighting Policy.**

Mrs. Elliot stated she talked to Mr. Barth regarding John Dickmann the gentleman that presented the lighting policy. Mr. Barth stated that Mr. Dickmann was out of state. Mrs. Elliot stated since the Planning Board is going over the UDO a suggestion was made to incorporate the policy to look at the policy further. Mrs. Elliott added that a lot of the lighting policy is very understandable, but a lot of the terminology is very technical. Mrs. Kan stated this revision was done by the Appearance Committee for the county. Mrs. Kan added the revision was done because the Town of Columbus is the only Town that has a lighting ordinance. Mrs. Kan said the committee used the town’s present lighting ordinance for Mr. Dickmann to update the lighting ordinance for free for him to propose it to Tryon and Saluda. Mrs. Kan added that is the same ordinance as before the only thing that changed was the LED lights. Mrs. Kan stated the Town used to have a planner that was paid, and the planner helped to write up the ordinance. Mrs. Kan said the Town already has an ordinance all the Town needs to do is to update the ordinance. Mr. Blanton stated if a Duke representative can be present at the next meeting to answer any of the board member’s questions. Mr. Tim said he will get in contact with someone at Duke Power. Mr. Watkins made a motion to table the discussion until the Planning Board gets into section nine of the UDO. Mrs. Green seconded, and the motion carried unanimously.

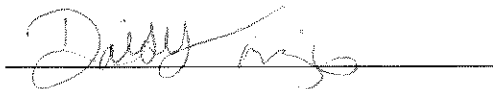
**Board Member Comments:**

No board member comments.

There being no other business to discuss Mr. Blanton made a motion to adjourn. Mr. Watkins seconded, and the meeting was adjourned at 6:55 PM.



Catherine Elliott, Chairman



Daisy Trejo, Customer Service Representative