



# Town of Fairview

## PLANNING AND ZONING BOARD

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### Agenda

May 16, 2017 @ 6:30 p.m.

**Meeting will be in the Council Meeting Room**

1. Roll Call and Determination of Quorum ---*Vice Chairman Crowell*
2. Public Comments
3. Report on Council Actions: ---*Ed Humphries*
4. Business:
  - A. text amendment to ordinance # TC 17- 029 regarding future easements and number of connected lots in minor subdivisions and maintenance agreements for all future easements for any minor subdivision.
  - B. Continued discussion on Table of Uses
5. Public Comments
6. Approval of Previous Minutes:
  - a. April 18, 2017 ---Regular meeting
7. Adjourn

## Text Change # TC-17-029-Revised

Changes to the Fairview Land Use Ordinance: Section 78 Minor Subdivision

### Private Drives/Easements

1. All private drives/ easements created after the effective date: July 1, 2017 must be provided within a perpetual access easement that must be officially recorded with the register of deeds.

2. Access easements for private drives easements must ***be at least 30 feet in width*** and be the subject of ***a recorded binding maintenance agreement*** (see example-exhibit 1. below)

among all current and future owners of lots that take access to the private drive/ easements. The construction of all private drives / easements must be built to support all emergency vehicles. (see exhibit 2. and 3. below)

See options of construction below:

\*\*\*\*\*If approved - add as (e) 1, 2 in Section 78 Minor Subdivision

Planning Board Meeting: May 16, 2017

# EXHIBIT 1

## PRIVATE ROAD MAINTENANCE AGREEMENT

An Agreement made this original date of \_\_\_\_\_, 20\_\_\_\_, applicable to the undersigned parcel owners and users,

### RECITALS

**WHEREAS**, \_\_\_\_\_ Road is a private road situated in Fairview, County of Union, State of North Carolina, and

**WHEREAS**, the undersigned parcel owners are the owners or users of the Roadway Property situated in Town of Fairview, County of Union, State of North Carolina, commonly known as \_\_\_\_\_ Road, and described as follows:

(Roadway Property Description)

**WHEREAS**, the parties desire to enter into an Agreement regarding the costs of maintenance and improvements to \_\_\_\_\_ Road; and

**WHEREAS**, it is agreed that future parcel owners or users will add their signatures to this document;

### NOW THEREFORE, IT IS HEREBY AGREED AS FOLLOWS:

**1. Vehicle and Pedestrian Access Easement.** The Roadway Property shall be subject to a perpetual, nonexclusive easement for ingress and egress granting access to all the parcel owners and their occupants, agents, employees, guests, services and emergency vehicles, and those individuals appointed by the Town Board to conduct semi-annual road reviews.

**2. Utility Easement.** The Roadway Property shall be subject to a perpetual, nonexclusive public utility easement for the purpose of permitting above and below ground public utilities to be installed and maintained.

**3. Road Commission Agent.** A Road Commission Agent shall be elected by a majority of the property owners, will serve a term as agreed to by the property owners, and can be replaced or renewed at any time by a simple majority vote of the parcel owners. The Road Commission Agent shall be responsible for monitoring the condition of the road surface and initiating maintenance activities as needed to maintain the minimum road surface standards.

**4. Road Maintenance.** Road maintenance and road improvements will be undertaken and made whenever necessary to maintain the road in good operating condition at all times and to insure the provision of safe access by emergency vehicles. A

majority vote of parcel owners is required for any road improvements and to accept the bid for any road improvement contract. Before authorizing expenditures for future road improvements, parcel owners will be notified by the Road Commission Agent, cost estimates will be provided, and a majority agreement will be required. If any parcel owner performs improvements, maintenance, repairs or replacements without the approval of the other lot owners prior to performing such work, the lot owner performing such work shall become liable for the entire cost thereof, unless such work is deemed an emergency. However, where emergency repairs are necessary as more particularly noted in Paragraph No. 13 below, neither majority vote nor prior approval is necessary before making such improvements or undertaking such maintenance.

**5. Parking.** For the safety of the residents, no machinery, trailers, vehicles or other property may be stored or parked upon the Private Road except parking of vehicles for limited periods of time (not to exceed twelve hours).

**6. Cost Sharing.** Road maintenance, snowplowing and road improvement costs shall be shared on a pro-rata basis between the parcel owners sharing access to the above mentioned road. Each parcel owner's share of costs incurred shall be determined as follows: Pro-rated cost share will be based upon the percentage of roadway extending from the start of the Private Road to the intersection of each driveway where a residence exists, or to the midpoint of a property frontage that is adjacent to the roadway when a residence does not exist. The Road Commission Agent shall provide the Town an updated copy of the cost allocations at any point that changes are made to the cost allocations.

**7. Prepayment.** Prepayment of maintenance, snowplowing and improvement costs will be made to the road maintenance account by each property owner. Annually, on or before a date as specified by the Road Commission Agent, each parcel owner will contribute their pro-rated share of the estimated annual cost for road maintenance, road improvements, and annual snow removal. The Road Commission Agent shall send each parcel owner a two week notice of the annual payments due.

**8. Definition of a Parcel.** A parcel is defined as a land entity having a certified survey map (CSM), a platted subdivision lot number, or a parcel identification number in the case of unplatted lands. Each parcel is assessed and granted (1) vote regardless of the number of owners. If a parcel is owned by more than one person, all of the owners of the parcel will collectively be referred to as the "parcel owner" for purposes of this Agreement, and will be entitled to one collective vote (i.e. each parcel represents one vote in the matters covered by this Agreement).

**9. Snow Plowing.** The Private Road shall be snowplowed so as to permit year round access. The cost shall be shared by the parcel owners as indicated in Paragraph No. 6 above. Individual driveway snow plowing, if desired, will be invoiced to the parcel owners directly by the snow plow contractor.

**10. Checking Account.** The Road Commission Agent shall establish and maintain a bank checking account with a local bank, and will prepare and distribute to the herein affected parcel owners an annual income and expense report and a yearend balance sheet, accounting for all funds received and disbursed.

**11. Effective Term.** This Agreement shall be perpetual, and shall encumber and run with the land as long as the road remains private.

**12. Binding Agreement.** This Agreement shall be binding upon the parties hereto, their respective heirs, executors, administrators and assigns.

**13. Amendment.** This Agreement may be amended only by a two-thirds majority consent of all parcel owners.

**14. Enforcement.** This Agreement may be enforced by a majority of parcel owners. If a court action or lawsuit is necessary to enforce this Agreement, the party commencing such action or lawsuit shall be entitled to reasonable attorney fees and costs, if the party prevails.

**15. Disputes.** If a dispute arises over any aspect of the improvements, maintenance, repair or replacement, a third party arbitrator shall be appointed to resolve the dispute. The decision of the arbitrator shall be final and binding on all of the lot owners. Contact information for local arbitrators can be obtained through the American Arbitration Association. In selecting a third party arbitrator, each lot shall be entitled to one vote, and the nominee receiving a majority of the votes shall be the arbitrator. All parties shall share in the cost of any arbitration.

**16. Notices.** Parcel owners under the Agreement shall be notified by mail or in person. If an address of a parcel owner is not known, a certified notice will be mailed to the address to which the parcel owner's property tax bills are sent.

**17. Invalidity.** Should any provision in this Agreement be deemed invalid or unenforceable, the remainder of the Agreement shall not be affected and each term and condition shall be valid and enforceable to the extent permitted by law.

**18. Other Agreements.** This Private Road Maintenance Agreement replaces all previous Private Road Maintenance Agreements regarding the described Private Road.

**19. Disclaimer by Town.** It is understood and agreed that the Town, the Town Board, the Plan Commission and the agents of the Town shall not be liable or responsible in any manner to the developer or the property owners along the road, or to their contractors, subcontractors, agents, or any other person, firm or corporation, for any debt, claim, demand, damages, action or causes of action of any kind or character arising out of or by reason of the activities or improvements being required herein.

**20. Recording This Document.** Original and amended copies of this document, including added signatures, shall be recorded and provided to the Town Clerk by the Road Commission Agent.

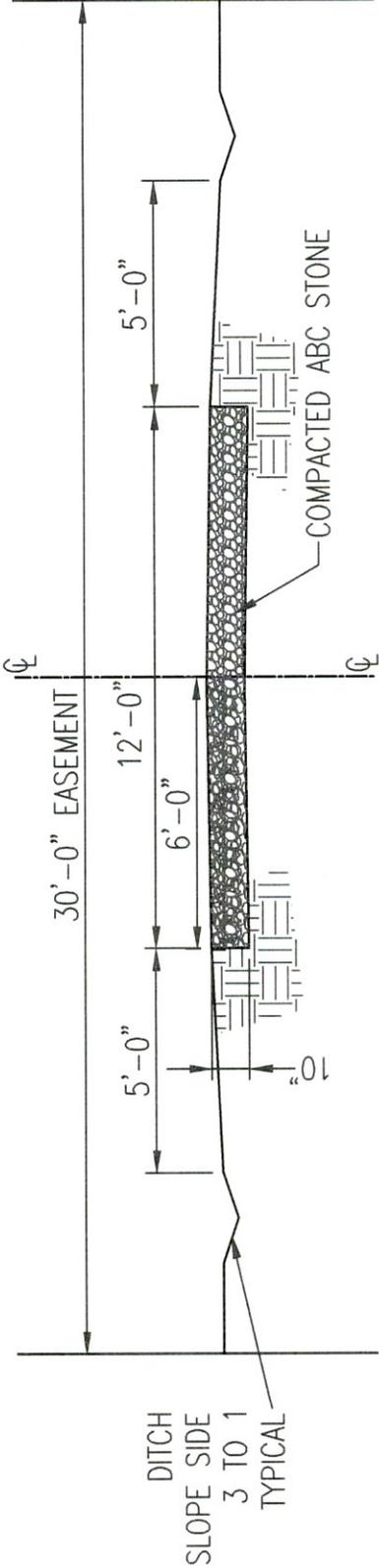
Signed,

\_\_\_\_\_ <name> \_\_\_\_\_ <date>

\_\_\_\_\_

# EXHIBIT 2

## PRIVATE DRIVEWAY - SINGLE LANE

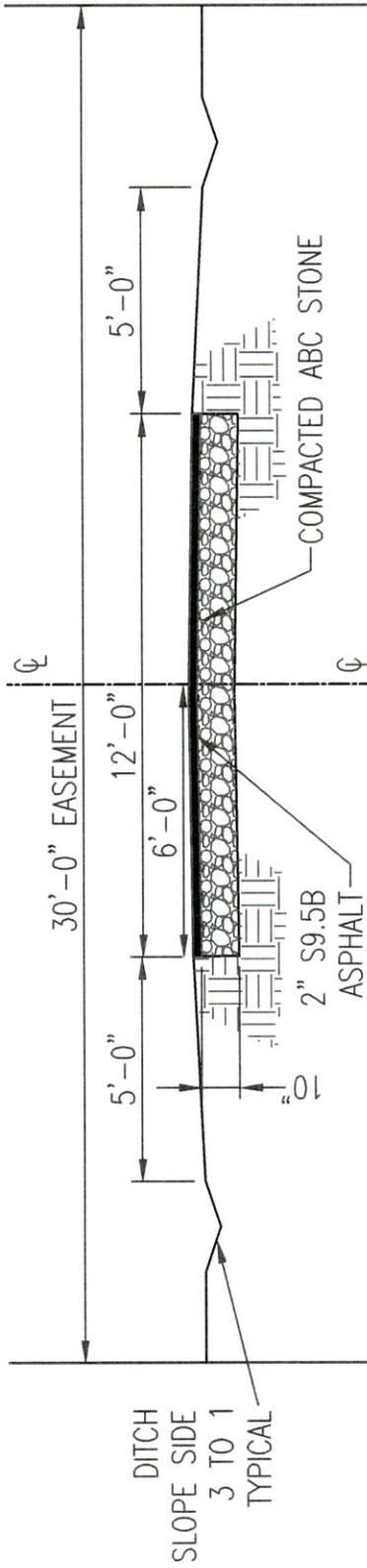


REMOVE ALL ORGANIC SOIL AND COMPACT SOIL

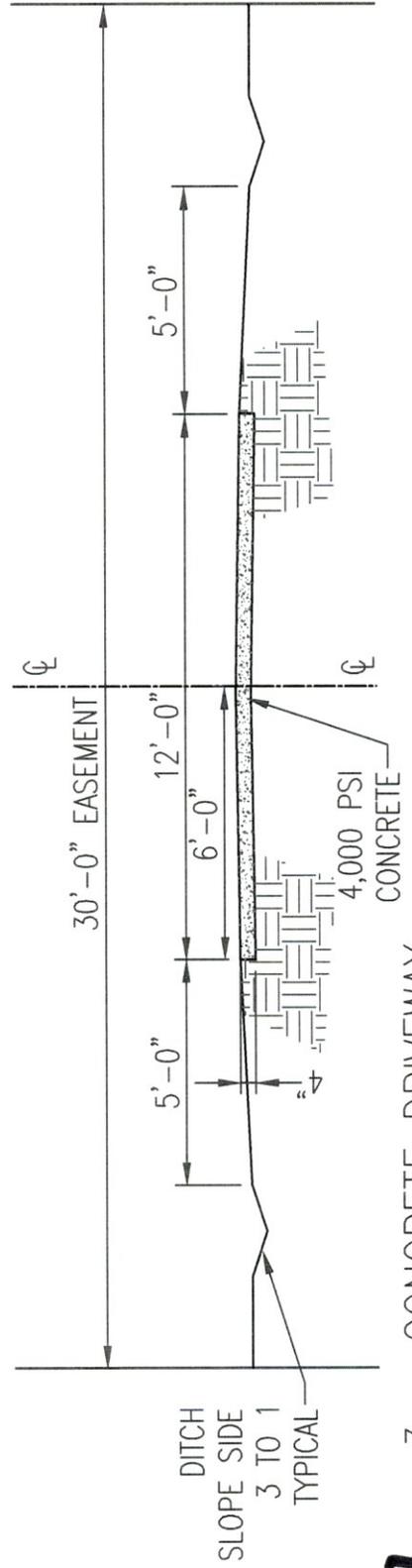
OWNER SHALL ESTABLISH VEGETATION WITHIN 30 DAYS AFTER GRADING IS COMPLETE

SLOPE ROAD AND SHOULDER TO PROVIDE POSITIVE DRAINAGE

### 1 - GRAVEL DRIVEWAY



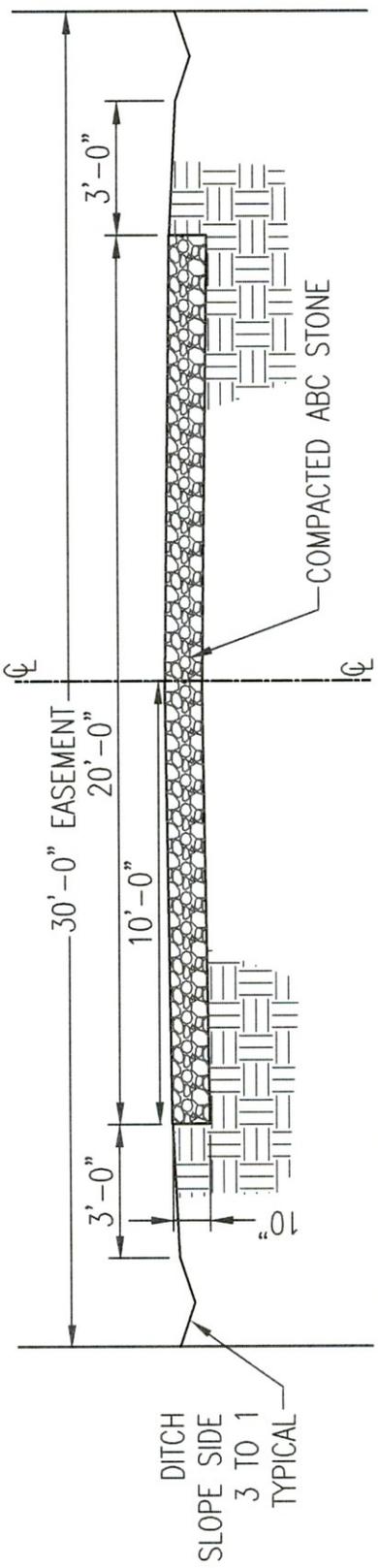
### 2 - ASPHALT DRIVEWAY



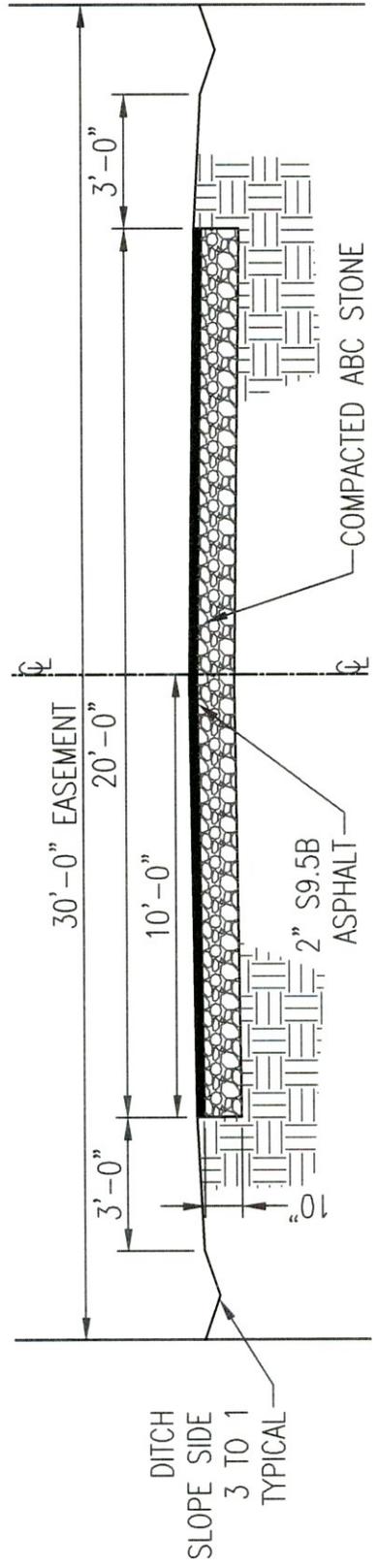
### 3 - CONCRETE DRIVEWAY

# EXHIBIT B

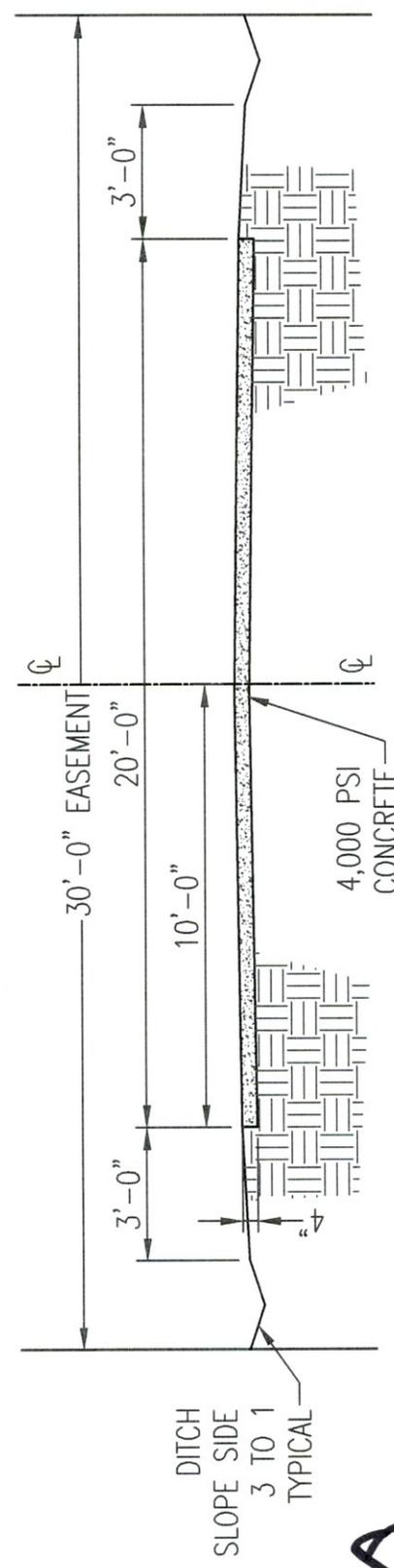
## PRIVATE DRIVEWAY - TWO LANES



1 - GRAVEL DRIVEWAY



2 - ASPHALT DRIVEWAY



3 - CONCRETE DRIVEWAY

REMOVE ALL ORGANIC SOIL AND COMPACT SOIL

OWNER SHALL ESTABLISH VEGETATION WITHIN 30 DAYS AFTER GRADING IS COMPLETE

SLOPE ROAD AND SHOULDER AND PROVIDE POSITIVE DRAINAGE



USE	SUPPLEMENTAL REGULATION SECTION NUMBER OR ARTICLE	PARKING REQUIREMENT FOUND IN SECTION 291(e)	RC80	RA40	RA20	R40	R20	O	B-1	B-2	B-3	B-4	HC	B-6	LI
Landfill, Reclamation (onsite and less than 1 acre, non-commercial use only)	179, 180	14	Zs	Zs	Zs	Zs	Zs	Zs	Zs	Zs	Zs	Zs	Cs	Zs	Zs
Laundromat		2.12							Z	Z		Z	C		
Lawn and Garden Care and/or Landscaping Service		2.12							C	C		C	C		
Lawnmower, Power Saw and Service		2.22								C		Z	C		
Library, Private	179	5.3						Z	Z	Z	Z	Z	C	Zs	
Limousine/Chauffeur Service												Z	C		
Livestock Auction		32													C
Locksmith		2.12						Z	Z	Z		Z	C		
Lounge/Bar/Night Club (Principal Use)		8.2							C	C		C	C		
Luggage and Leather Goods Shop		2.12							Z	Z		Z	C		
Lumber and Saw Mills		2.13													C
Magazine, Newspaper Store		2.12							Z	Z		Z	C		
Maintenance Service		3.12							Z	Z		Z	C		
Manufactured Goods, Class 1 (no outside storage)	164	4.1											Cs		Zs
Manufactured Goods, Class 1 (with outside storage)	164	4.2											Cs		Zs
Manufactured Goods, Class 2 (no outside storage)	164	4.1											Cs		Zs
Manufactured Goods, Class 2 (with outside storage)	164	4.2											Cs		Zs

Z - Permitted By Right  
 C - Conditional Use Permit Required  
 D - Major Development Permit Required  
 S - Supplemental Regulations Apply  
 / - or, (example Z/D)



USE	SUPPLEMENTAL REGULATION SECTION NUMBER OR ARTICLE	PARKING REQUIREMENT FOUND IN SECTION 291(e)	RC80	RA40	RA20	R40	R20	O	B-1	B-2	B-3	B-4	HC	B-6	LI
Manufactured Home and Recreational Vehicle Sales		9.1										C	C		
Manufactured Home, Class A, one unit per lot (revised 11/21/05)	162, App. J	1.11	Cs	Zs	Cs	Cs	Cs								
Manufactured Home, Class B, one unit per lot	162, App. J	1.11	Cs	Cs	Cs	Cs	Cs								
Medical Center/Clinic	179	3.13						Z	Z	Z	Z	Z	C	Zs	
Medical Supply Shop		2.12							Z	Z		Z	C		
Mini-Warehouse, Class 2 (Outside Storage)		10.2										C	C		C
Mining/Quarry Operations	141, 171	14		Cs	Cs	Cs	Cs		Cs	Cs	Cs	Cs	Cs		Cs
Monument Sales		2.22										Z	C		
Motion Picture Production (no outside facilities on lot)		2.12							Z	Z		Z	C		
Moving and Storage Facilities (no outside storage except for trucks used in the business)		10.2										C	C		Z
Museum	179	5.3						Z	Z	Z	Z	Z	C	Zs	
Music Store Sales and Service		2.12							Z	Z		Z	C		
Newspaper Offices		3.11						Z	Z	Z	Z	Z	C		
Newsstand (Principal Use)		2.12						Z	Z	Z	Z	Z	C		
Office Building(s)		3.11						Z	Z	Z	Z	Z	C		
Office Equipment and Computer Store		2.12							Z	Z		Z	C		
Office, satellite medical	163	1.7		Z											
Optician and Optical Supply Store		3.11							Z	Z	Z	Z	C		
Orphanage		7.2		C								Z			

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Park and Ride Lots/Deck		10.2							Z	Z	Z	Z	C		
Pawn Shop		2.12							Z	Z		Z	C		
Pet Shop		2.12							Z	Z		Z	C		
Petroleum Bulk Sales, and Storage		4.2													C
Pharmacy		2.12		C					Z	Z		Z	C		
Philanthropic and Eleemosynary Institutions		5.3							Z	Z	Z	Z	C		
Photocopying Service		2.12						Z	Z	Z	Z	Z	C		
Photofinisher Laboratory		2.12							Z	Z		Z	C		
Photographic Studio		2.12						Z	Z	Z		Z	C		
Picture Frame Shop		2.12							Z	Z		Z	C		
Planned Industrial Development	180D	33											Cs		Zs/Cs
Planned Residential Development	Article 67, 158, 187, 188	1.11		Ds											
Planned Unit Development	Article XV, XVI, 138, 67, 159, 187, 188	33					Ds			Ds	Ds				
Post Office (Excluding Contract Stations)		15.1						Z	Z	Z	Z	Z	C		
Postal Store and Contract Station		15.1						Z	Z	Z	Z	Z	C		
Postal, Parcel Processing, and Bulk Mail Facility		15.1										C	C		Z
Printing, Publishing, and Reproducing Establishments	164	4.1		C					Z	Z		Z	C		Z
Private Club	8.2							C	C			C	Cs		
Produce Stand	150(c)	19		Cs					Cs	Cs		Zs	Cs		

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USE	SUPPLEMENTAL REGULATION SECTION NUMBER OR ARTICLE	PARKING REQUIREMENT FOUND IN SECTION 291(e)	RC80	RA40	RA20	R40	R20	O	B-1	B-2	B-3	B-4	HC	B-6	LI
Public Safety Station (Police, Fire, Rescue)	179	13	Z	Z	Z	Z	Z	Z	Z	Z	Z	Z	C	Zs	Z
Racetrack, Outdoor (other than auto and motorcycle)		6.11										C	C		
Radio and Television Broadcast Towers	180 M	1	Cs	Cs	Cs	Cs	Cs	Cs	Cs	Cs	Cs	Cs	Cs	Cs	Cs
Radio, Television Stations (excluding telecam towers and antennas)		4.2						C				Z	C		Z
Railroad Depot (revised 1/16/06)		24							C				C		
Railroad Terminal and Yards		22													C
Real Estate Agency		3.11						Z	Z	Z	Z	Z	C		
Recreation Centers and Sports Centers, Indoor, Public, Private or Non-Profit (e.g., YMCA, Boys Club, Firing Range, etc.)		6.11							Z	Z		Z	C		Z
Recreation Equipment Sales, Display Lots		2.21										C	C		
Recreation Facilities, Outdoor, Privately Owned (Parks, Playgrounds, Swimming Pools, Swim Clubs, Lodges, Waterslides, Skateboard Parks, Paintball, etc., excluding firing ranges both indoor and outdoor)		6.22	C	C	C	C	C	C	C	C	C	C	C		
Recreational Uses, Accessory	179	1	Z	Z	Z	Z	Z	Z	Z	Z	Z	Z	C	Zs	Z

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Recycling Processing Facility (Indoors)		4.11										Z	C		Z	
Recycling Station (Principal Use)		2.21										C	C		Z	
Refrigerator or Large Appliance Repair		4.12										C	C		Z	
Rehabilitation or Counseling Services		3.13						Z	Z	Z	Z	Z	C			
Rental Center, Class 1		2.12							Z	Z		Z	C			
Rental Center, Class 2		2.22										C	C			
Research, Development or Testing Services		3.22										Z	C		Z	
Rest Home, Nursing Home, Assisted Living						Z						Z	Z			
Restaurant (Principal Use, includes drive-in and drive-thru)		8.200/8.400							Z	Z		Z	C			
Retail Sales (total floor area greater than 50,000 sq/ft)	180 N	2.12							Cs	Cs	Cs	Cs	Cs			
Retail Sales, Misc.		2.12							Z	Z	Z	Z				
Riding Stable/Academy	175	6.24	Zs	Zs	Cs	Zs	Cs									
Rooming and Boarding Houses		1.51								Z	Z	Z				
Satellite Dish 1 meter or less in diameter (39.37 inches)	150(c)(5)	1	Allowed without a permit in all residential, commercial, and industrial zoning districts.													
Satellite Dish 1.001-2 meters or less in diameter (78.74 inches)	150(c)(6), 150(c)(7)	1	Zs	Zs	Zs	Zs	Zs	Zs	Allowed without a permit in commercial & industrial zones.							Z
Sawmill Operations, Portable		1													Z	
School for the Arts	179	5.12							Z	Z	Z	Z	Zs		Zs	

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USE	SUPPLEMENTAL REGULATION SECTION NUMBER OR ARTICLE	PARKING REQUIREMENT FOUND IN SECTION 291(e)	RC80	RA40	RA20	R40	R20	O	B-1	B-2	B-3	B-4	HC	B-6	LI
School, Home	179	1.7	Z	Z	Z	Z	Z	Z	Z	Z	Z	Z	Z	C	Zs
School, Vocational/Seminary	179	5.12						C	Z	Z		Z	C	Zs	
Schools, Elementary and Junior High (Public and Private) (revised 3/17/08)	179, App. I	5.11	CsZs												
Schools, Senior High (Public and Private) (revised 3/17/08)	179, App. I	5.11	CsZs												
Schools, Sports Instructional	179	5.12							Z	Z		Z	C	Zs	
Second-Hand, Swap and Consignment Stores		2.12							Z	Z		Z	C		
Shoe Store and Shoe Repair		2.12							Z	Z		Z	C		
Shopping Center - Class A (up to 25,000 – 120,000 sq. ft.)	180 N	4.11							Cs	Cs		Cs	C		
Shopping Center – Class B (over 120,000 sq. ft.)	180 N	4.11										Cs	Cs		
Sign and Banner Shop		2.12							Z	Z		Z	C		
Silvicultural Operations (less than 10 acres)		14	Z	Z	Z	Z	Z								
Solid Waste Vehicle Storage Facility		10.2											C		Z
Sporting Goods and Sporting Apparel Shop		2.12							Z	Z		Z	C		
Stationery Store		2.12							Z	Z		Z	C		
Stock or Security Brokerage Firm		3.11						Z	Z	Z	Z	Z	C		
Stockyards, Slaughterhouses, Rendering Plants															
Street Vendors	180 K	1							Z	Z		Z	C		C

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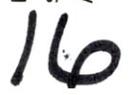
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Subdivisions, Major	Article VI, Part II; Article V; Article VI; 180A, App. J	1.11	DC/s	Cs	DC/s	DC/s									
Subdivisions, Minor	Article VI, Part II; Article V; Article VI; 180 A,	1.11	Zs	Cs	Zs	Zs									
Swimming Pool, Hot Tub Sales, Service and Supplies		2.12								C			C		
Tailor and Alteration Store		2.12							Z	Z			C		
Tanning and Nail Salon (Principal Use)		2.12							Z	Z			C		
Tattoo Parlor (revised 1/16/06)		2.12							C	C			C		
Tax Preparation Service		3.11						Z	Z	Z			C		
Taxi Cab Company		10.2											C		Z
Taxidermist		2.12							Z	Z			C		
Telecommunications Antennae on Existing Towers and Equipment Buildings	179, 180E, 180F, 180G, 308	1	Zs/Cs												
Telecommunications Towers and Facilities (new)	179, 180E, 180F, 180G, 308	1	Cs	Cs	Cs	Cs	Cs	Cs	Zs	Zs			Cs	Zs	Zs
Temporary Structures (Other than Residences)	167, 179	23	Zs			Cs	Zs	Zs							
Textile Machinery Sales and Service		2.12											C		Z

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Theater, Indoor Movie		6.12							Z	Z		Z	C		
Theater, Outdoor Movie		6.26										C	C		
Tire Recap or Repair Facility		2.22										C	C		Z
Tobacco Shops		2.12							Z	Z		Z	C		
Tourist Home		1.53		C						Z	Z	Z			
Tourist Information Office		3.11						Z	Z	Z	Z	Z	C		
Townhouse	180L, App. J	1.3		Z	Z	Zs	Z		Z						
Toy Shop		2.12							Z	Z		Z	C		
Travel Agency		3.11						Z	Z	Z	Z	Z	C		
Trophy and Plaque Shop		2.12							Z	Z		Z	C		
<b>TRUCK BODY FABRICATION</b>				C									C		Z
Truck Terminal or Tractor Trailer Truck Transfer Companies/Transfer Lots		10.2													Z
Truck and Utility Trailer Rental Facility		5.12										C	C		Z
Truck Driving School		5.12										C	C		Z
Truck Stop		5.12											C		
Truck Washing Facility	165	9.5										C	C		C
Upholstery Shop		2.12							Z	Z		Z	C		
Utility Facilities, (County owned and operated)	179	1	Z	Z	Z	Z	Z	Z	Z	Z	Z	Z	C	Zs	Z
Utility Facilities, Community/Regional		1													C
Utility Facilities, Electric Substations	177	1	Zs	Zs	Zs	Zs	Zs	Zs	Zs	Zs	Zs	Zs	Cs	Zs	Zs

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USE	SUPPLEMENTAL REGULATION SECTION NUMBER OR ARTICLE	PARKING REQUIREMENT FOUND IN SECTION 291(e)	RC80	RA40	RA20	R40	R20	O	B-1	B-2	B-3	B-4	HC	B-6	LI
Utility Facilities, Neighborhood	179	1	Z	Z	Z	Z	Z	Z	Z	Z	Z	Z	C	Z	Z
Variety Store		2.12							Z	Z		Z	C		
Vending Companies		2.22										C	C		Z
Veterinarian Office		12		C								C	C		
Video Rental and Sales		2.12							Z	Z		Z	C		
Vocational Workshop Facility									Z	Z		Z	C		
Warehouse (Excluding Wholesales Sales Operations and Mini-Warehouses and Excluding Storage of Dangerous and Offensive Items such as Uncured Hides and Explosives) Outside storage allowed		10.2										C	C		C
Warehouse (Excluding Wholesales Sales Operations and Mini-Warehouses and Excluding Storage of Dangerous and Offensive Items such as Uncured Hides and Explosives) No outside storage allowed		10.2										C	C		Z
Water Supply Reservoirs		1	Z	Z	Z	Z	Z	Z	Z	Z	Z	Z	C	Z	Z
Welding Shop	164	4.11		C								C	C	Z	Z
Wholesale Sales Operation		2.13										Z	C		Z
Yard Sales, Garage Sales	150(c)	1	Zs	Zs	Zs	Zs	Zs	Zs	Zs	Zs	Zs	Zs	Cs	Zs	Zs

- Z - Permitted By Right
- C - Conditional Use Permit Required
- D - Major Development Permit Required
- s - Supplemental Regulations Apply
- / - or, (example Z/D)



**Town of Fairview  
Planning Board Meeting  
April 18, 2017**

The following Planning Board members were present: John Crowell, Tony Helms, Patricia Kindley, Nancy Horak Randall and Doug Buchanan

Others present: Ed Humphries, Land Use Administrator / Deputy Clerk, Teresa Gregorius, Town Clerk

**Public Comments**

None

**Reports**

Ed Humphries reported on the Council retreat that was on March 25<sup>th</sup>. At the retreat the Council discussed possible planning issues facing Fairview and their vision of how Fairview may look in 5 to 10 years. They also discussed the possibility of doing a comprehensive plan for Fairview.

The grand opening for the park will be April 29<sup>th</sup>.

**Items of Business**

A. Text Amendment to Ordinance #TC 17-029

Ed Humphries presented a text amendment to ordinance #TC 17-029 regarding future easements and number of connected lots in minor subdivisions and maintenance agreements for all future easements for any minor subdivision. Members were provided with copies of the current Union County ordinance easement verbiage, possible easement verbiage for Fairview to use, and an example of a maintenance agreement.

The Committee discussed both the easement and maintenance agreement verbiage and decided to table a decision until the May meeting.

B. Minutes

Doug Buchanan made a motion to approve as amended the February 21, 2017 minutes. Tony Helms seconded the motion. Board members Crowell, Helms, Kindley, Randall and Buchanan voted yes (5-0).

Patricia Kindley made a motion to approve the March 21, 2017 minutes. Doug Buchanan seconded the motion. Board members Crowell, Helms, Kindley, Randall and Buchanan voted yes (5-0).

John Crowell adjourned the meeting.

Respectfully submitted,

\_\_\_\_\_  
Teresa Gregorius  
Town Clerk

\_\_\_\_\_  
John Crowell  
Vice Chairman

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2017