

**MINUTES  
VILLAGE OF LAKE PARK  
PLANNING BOARD  
3801 LAKE PARK ROAD, LAKE PARK, NC  
MAY 19, 2015**

**Planning Board Members Present:** Greg Crosby, Bjarne Hansen Fred Leverenz and Jonathan McDaniel.

**Attorney:** Ken Swain

**Zoning Administrator:** Cheri Clark

**Council Liaison:** Mark Phillips

**Call to Order:** Chairman Greg Crosby called the May 19, 2015 Planning Board meeting to order.

**Pledge of Allegiance:** Chairman Greg Crosby led the Pledge of Allegiance.

**Public Comments:** There was no Public Comment.

**Approval of Minutes:** Bjarne Hansen made the motion to approve the March 17, 2015 Planning Board minutes as presented. Fred Leverenz seconded the motion. Vote – Unanimous.

**Changes to the Agenda:** Add: 7A. Board Positions. Chairman Greg Crosby made the motion to approve the agenda as amended. Bjarne Hansen seconded the motion. Vote – Unanimous.

**Council Liaison:** Mark Phillips shared that the Council incorporated Planning Board’s budget suggestions into the 2015 – 2016 Proposed Budget. The Budget Hearing will be held prior to the June Council meeting at 7 pm.

**Planning Budget:** Chairman Greg Crosby shared that Planning Board has received a new contract from Benchmark. Attorney Ken Swain has reviewed the proposed contract and the only changes are the rate which has been increased to \$65 an hour and the contract is open ended. Bjarne Hansen made the recommendation to extend the Benchmark contract. Jonathan McDaniel seconded the motion. Vote – Unanimous.

**Board Positions:** Bjarne Hansen shared that he is interested in serving another 3 year term. Fred Leverenz shared that being involved with the development of the UDO and seeing the Village take over its’ own zoning has been a huge learning experience, however, after being involved for four years, he will be stepping down at the end of his term. Chairman Greg Crosby thanked Fred Leverenz for his service and requested that the vacant position be advertised in the June newsletter.

**Board Comments:** Chairman Greg Crosby asked if Attorney Ken Swain has heard any more information on House Bill 548. Attorney Ken Swain shared that the Legislators recently received the House Budget and typically that is when you see bill movement. Attorney Ken Swain will check around and see if anyone is hearing anything about the bill, he is also planning on attending the Municipal Attorney Convention.

Cheri Clark discussed fencing on corner lots within the Village of Lake Park. Prior to the Village taking over Zoning, the HOA apparently granted variances to the CC&Rs. Recently a homeowner received a corner lot variance from the HOA. The Village staff is unaware of what criteria the HOA uses in granting variances from its CC&Rs but those criteria are likely different than what would be involved in a variance proceeding before the board. When the Unified Development Ordinance (UDO) was created, the CC&Rs provided a guideline for the fencing criteria. Based upon the Village of Lake Park UDO, Article 9.3.1(D) (3) for property on corner lots, fences along side property lines may not exceed 42 inches in height when located within the required principal building setback along a street right-of-way.

When a zoning application has been denied, a resident has the right to appeal the decision. The form to appeal the Administrator's decision is posted on the .gov website under forms. The form would need to be submitted to the Village along with the Administrative Appeal fee of \$150. At that point, the Board of Adjustments would hear the appeal in a quasi-judicial hearing to determine if the Administrator made the correct determination in their decision on the permit application in question.

**Setting Agenda for Next Month's Meeting:** Keep: 7A. Board Positions. Delete: 7. Planning Budget. Request that Council reappointment Bjarne Hansen to the Planning Board. The next Planning Board meeting will be June 16, 2015 at 7 pm.

**Adjourn:** Fred Leverenz made the motion to adjourn. Bjarne Hansen seconded the motion.  
Vote – Unanimous.

Respectfully Submitted,



Cheri Clark  
Clerk