

**MINUTES
VILLAGE OF LAKE PARK
PLANNING BOARD
3801 LAKE PARK ROAD, LAKE PARK, NC
May 17, 2016**

Planning Board Members Present: Jonathan McDaniel, Heather Rodney and Bjarne Hansen.

Attorney: Ken Swain

Zoning Administrator: Cheri Clark

Call to Order: Chairman Jonathan McDaniel called the May 17, 2016 meeting to order.

Pledge of Allegiance: Chairman Jonathan McDaniel led the Pledge of Allegiance.

Public Comments: There was no public comment.

Approval of Minutes: Bjarne Hansen made the motion to approve the March 15, 2016 Planning Board minutes as presented. Heather Rodney seconded the motion. Vote – Unanimous.

Changes to the Agenda: No changes to the agenda.

Council Liaison: Cheri Clark shared that the Lake Park Nursing and Rehab Center has been approved to add parking behind their building. Screening will be installed between the parking lot and Lake Park Road.

The Village realized in the permitting process of the Lake Park Nursing and Rehab Center that we do not address sidewalks for future commercial development on existing roads. The Planning Board requested that Cheri Clark talk to Vagn Hansen concerning sidewalk requirements for existing roads.

Cheri Clark discussed the permitting process for individual homeowners. The Village and the HOA have agreed to try having the Village review all architectural changes in the Village first and then have the HOA review the application. The Village will provide a Zoning Application Form for each application. If the improvement is not covered by the UDO, then the \$25 fee will not be collected and the Zoning Application Form will state that the improvement is not covered by the UDO. Hopefully flipping the process will reduce the number of compliance issues that the HOA and Village are experiencing.

Board Comments: There were no Board comments.

Setting Agenda for Next Month's Meeting: No changes to the agenda.

Adjourn: Bjarne Hansen made the motion to adjourn. Heather Rodney seconded the motion.
Vote – Unanimous.

Respectfully Submitted,

Cheri Clark

Cheri Clark
Village Administrator

