

**MINUTES
VILLAGE OF LAKE PARK
PLANNING BOARD
3801 LAKE PARK ROAD, LAKE PARK, NC
MARCH 17, 2020
7 PM**

Planning Board Members Present: Jonathan McDaniel, John Laurents and Harrison Walser.

Attorney: Ken Swain

Zoning Administrator: Cheri Clark

Call to Order: Jonathan McDaniel called the March 17, 2020 meeting to order.

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

Public Comments: There were no public comments.

Approval of Minutes: Harrison Walser made the motion to approve the January 21, 2020 Planning Board minutes as presented. John Laurents seconded the motion. Vote – Unanimous.

Changes to the Agenda: There were no changes to the Agenda.

Planning Board Opening: Warren Jennings has been a resident of Union County since 2000. He recently moved to Lake Park and would like to get involved. He is a self-employed land surveyor. Harrison Walser made a motion to recommend Warren Jennings for the open seat on the Planning Board and Board of Adjustments. John Laurents seconded the motion. Vote – Unanimous.

Fee Schedule Changes: Planning Board discussed adding a small wireless facilities engineering fee to the Village of Lake Park Fee Schedule. G.S.160A-296(a) (6) states that a city may impose a technical consulting fee for each application required by this section. The fee must be based on the actual, direct, and reasonable administrative costs incurred for the review, processing, and approval of an application. Planning Board would like to add an “Engineering Fee” at a reimbursement rate.

Planning Board discussed a fee for a Zoning Verification Letter and decided that a \$25 fee should be sufficient to cover the cost of preparing the letter.

John Laurents made a motion to approve recommending to Council the addition of a Small Wireless Facilities Engineering Reimbursement Fee and a Zoning Verification Letter Fee of \$25 to the Village Fee Schedule. Harrison Walser seconded the motion. Vote – Unanimous.

160D: Benchmark has provided an estimate of 10 hours - \$1,000 to bring the Village of Lake Park Unified Development Ordinance into compliance with 160D before the end of the year. The text

amendment language changes could take more time but Benchmark will keep us informed as they go through the process. Harrison Walser made a motion to approve up to \$1,500 for the updates to the Unified Development Ordinance. John Laurents seconded the motion. Vote – Unanimous.

Board Comments: There were no Board Comments.

Setting Agenda for Next Month's Meeting: Drop: Fee Schedule and Add: Oath of Office.

Adjourn: Harrison Walser made the motion to adjourn. John Laurents seconded the motion. Vote – Unanimous.

Respectfully Submitted,



Cheri Clark
Village Administrator

