MINUTES
BREVARD PLANNING BOARD REGULAR MEETING
DECEMBER 12, 2023
CITY COUNCIL CHAMBERS

Brevard Planning Board met for a regular meeting, Tuesday, December 12, 2023, at 5:30 PM, in Council Chambers at City Hall.

Members Present:	Reid Wood, Vice Chair Peter Chaveas John Schommer Molly Jenkins Alan Mercaldo James Carli
Members Absent:	Greg Hunter, Chair
Staff Present:	Paul Ray, Planning Director Aaron Bland, Assistant Planning Director Emily Brewer, Senior Planner Janice H. Pinson, Board Clerk
Others:	Charles Moore, Maple Street

I. Welcome

At 5:30 PM, Reid Wood, Vice Chair called the meeting to order.

II. Introduction of Planning Board Members

The Board introduced themselves.

III. Certification of Quorum

Vice Chair, R. Wood confirmed with the Board Clerk that a quorum of the Board was present.

IV. Approval of Agenda

Motion to approve the agenda P. Chaveas, second J. Schommer, unanimously carried.

V. Approval of Minutes

Motion to approve the October 24, 2023, minutes by M. Jenkins, second by P. Chaveas, unanimously carried.

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VI. Public Comment – Charles Moore, Maple Street asked why the Transylvania County property was included in the proposed Downtown Overlay District. It was determined that Staff would most likely answer the question during their presentation.

VII. New Business

a. REZ-23-005 Downtown Overlay District

Aaron Bland, Assistant Planning Director presented his staff report a portion of which follows:

Background On August 22, 2023 the Board discussed a potential rezoning that would amend the Official Zoning Map of the City of Brevard to expand the Downtown Development Overlay District (DDOD). The Board forwarded a recommendation to City Council of an expansion area even greater than Staff's initial proposal. City Council held a public hearing, advertised for the Board's enlarged expansion area, on October 16, 2023 and approved an expansion of the district at their November 6, 2023 meeting. **Discussion** Prior to Council voting on the expansion at their November 6th meeting, the City Attorney cautioned Council against enacting the Planning Board's expanded area, based on Section 16.7.D.2.a of the UDO which does not grant the Board the authority to make a recommendation that *enlarges* the area to be rezoned. Given this advice, Council voted to approve the original expansion area proposed by Staff. However, in their discussion, Council expressed interest in expanding the DDOD further than Staff's proposal and instructed Staff to initiate another map amendment to do just that. For this amendment, Staff is bringing the area proposed by the Board in August, as well as additional properties across South Caldwell and South Broad Streets, as instructed by Council. See the attached map that depicts the new current DDOD in green, the Board's proposed additional expansion areas in yellow, and Council's proposed additional expansion areas in red. This proposed map amendment would add the yellow and black areas to the DDOD. One project that is now underway that had not yet been initiated when the first DDOD expansion went before the Board is the rewrite of Chapter 5 of the UDO, which includes all the City's architectural standards. Part of the scope of this rewrite will include adding specific architectural requirements and standards to the DDOD to act as a form-based code for the downtown area.Staff believes expanding the DDOD too far beyond the downtown city center could be problematic when adding these standards and recommends careful consideration of father expansion to the DDOD until these new standards are in place. **Policy Analysis** The 2030 Building Brevard plan Land Use & Housing recommendation LUH-7 recommends enacting build-to lines in areas outside of the current (former) DDOD.

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Map of Second Expansion Proposal is attached hereto and labeled, Exhibit "A".

After discussion and questions about whether to recommend expansion prior to UDO Architectural Standard revisions being complete and discussion as to whether to include the southern portion of the recommended expansion in it's entirety.

J. Carli made a motion to recommend including both yellow areas and the red section on the S. Caldwell Street side into the Downtown Development Overlay District, with reference to the consistency statement (Attached as Exhibit "B"), second by J. Schommer, all votes were in favor except A. Mercaldo voted nay.

b. Election of Officers – M. Jenkins moved to nominate Greg Hunter, Chair and Reid Wood, Vice Chair, second by P. Chaveas, unanimously carried.

c. Meeting Schedule 2024 – Motion by A. Mercaldo to amend the meeting schedule for 2024 as follows meeting dates for November and December will be November 19, 2024, December 17, 2024, second J. Schommer, unanimously carried.

VIII. Unfinished Business - None

IX. Remarks- None

X. Adjournment

There being no further business, M. Jenkins made a motion to adjourn seconded by A. Mercaldo, the motion carried unanimously, and the meeting adjourned 6:15 PM.

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Reid Wood, Vice Chair

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Janice H. Pinson, Board Clerk

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