
TOWN OF MARSHVILLE

est. 1877

Marshville Planning Board Minutes May 9, 2022 - 7 PM.

In Attendance: Chairperson Susan Drake (ZOOM); Board Members Tracy Stancill, Rusty Johnson, and Tom Appenzeller. Board Members Nancie Mandeville and Frances Griffin were not in attendance.

Staff in Attendance: Planning Administrator Jonathan Wells and Ann Sutton, Town Clerk

Call to Order: Chairperson Susan Drake opened the meeting.

Invocation and Pledge: Board Member Johnson gave the invocation and led the Pledge Of Allegiance

Consent Agenda: Board Member Johnson motioned to approve the April 11, 2022, minutes. Board Member Appenzeller seconded this. All agreed.

Board Member Appenzeller asked Planning Administrator Wells for a quick update on Ms. Allie's Café beer and wine zoning request. Mr. Wells said that he spoke with Melvin Todd, owner of the restaurant, a week after the last Planning Board meeting. Mr. Wells said that all is moving along well to make Mr. Allie's Café a restaurant that serves beer and wine.

Rules of Procedure update: Planning Member Wells said that by state statutes, rules and procedures may be created for the Planning Board and the Board of Adjustments. Mr. Wells has found an old copy of some rules and procedures. He would like to update the rules and procedures to align them with the current development ordinance better. He would like to do this for the Planning Board Rules and Procedures and the Board of Adjustment Rules and Procedures. Mr. Wells explained that the board rules and procedures are different than Roberts Rules of Order in that Planning Board and Board of Adjustment rules and procedures apply to the specific workings of the boards. He will go through the documents and update them to present to the boards for approval. Chairperson Drake asked if the rules and procedures need to go to the Town Council for approval. Mr. Wells did not find anywhere that approval was needed from the Town Council.

Board member terms: Article 160D states that the Board of Adjustments needs to have staggered terms of three years. State statutes do not specify term limits for the Planning Board, but the Town Development Ordinance does. Board members Rusty Johnson, Tom Appenzeller, Frances Griffin, and Tracy Stancill will need to be reappointed for both Board of Adjustments and the Planning Board. Mr. Wells suggested that appointed terms be staggered. If Board Member Griffin would like to continue on the board, she may

want to take a one-year term. Board Member Johnson may like to take a two-year term. This would stagger the appointments and bring them back into alignment so that most of the board members do not leave simultaneously.

Planning Administrator Wells would like to see reappointments line up with the fiscal year making July 1st of each year the new day of appointments.

Applications are on the website for people interested in applying for a board.

Chairperson Drake will speak with Board Member Griffin to see if she would like to continue serving on the boards.

Status of Latest Rezoning Text Amendment: The Planning Board approved the current changes to the Table of Uses and Definitions to the Development Ordinance in April. These were taken to the Town Council for approval. Unfortunately, the Town Council felt they did not have enough time to review the information and take it up at the Town Council Work Session on Monday, May 16, 2022.

Marshville Development Ordinance “next steps” with Table of Uses, Definitions, Bona Fide Farms, Mobile Food Vendors, etc. included in the discussion:

Planning Administrator Wells is in the Town Hall one day a week. He finds that about 60% of his time is spent answering zoning questions and working on applications for permits for Planning and Zoning approval. The rest of his time is spent working on items that bring value to the town and the Development Ordinance. He mentioned that he is unable to do everything at the same time. He requested the Planning Board to decide what he should be focusing on next.

Planning Administrator Wells mentioned the Table of Uses and Definitions that still need a little tweaking.

Mr. Wells mentioned that if there is a piece of property in the ETJ that is classified as a bona fide farm by the County Tax Assessor’s Office, we have no zoning authority for that piece of property. Other jurisdictions tend to ignore the bona fide farm requirements. Marshville Planning Board may want to look at that and take the exclusion seriously.

The town has been approached by several people who are interested in establishing mobile food trucks in town. Unfortunately, we do not have a provision that addresses mobile food vendors. Planning Administrator Wells had to send the people away since there are no specific rules about mobile food vendors.

Questions have arisen concerning rentals and whether we are keeping up with the land use requirements.

Tiny houses have come up from time to time that may need to be addressed.

Planning Administrator Wells said we need to work on our zoning map.

Planning Administrator Wells requested feedback on what he should be spending his time on.

Board Member Appenzeller wants Planning Administrator Wells to work on Social Districts. This would be where a citizen can walk around an area with an alcoholic beverage in their hands.

Board Member Stancil said that we had done some work on tiny houses. However, Planning Administrator Wells said as of now, tiny homes can only be in areas where mobile homes are allowed. Planning Administrator Wells asked how much interest has there been in tiny houses. Chairperson Drake said there were a couple when Corinia Sariono was here, and she thinks there was another request when Mr. Bill Bailey was here. Chairperson Drake was unclear if the requests were for accessory dwellings or tiny homes. She does not feel it is a pressing issue, but with the cost of land going higher and yard maintenance less desirable, the tiny home will have importance in the future.

Chairperson Drake felt the Planning Board should finish the Table of Uses definitions, such as the definitions for large farms and commercial and community gardens. These definitions need to be clarified to match the Table of Uses. There is a disconnect between the Table of Uses and the descriptions. Planning Administrator Wells agreed with Chairperson Drake. He also cited several other examples.

Chairperson Drake also felt that once the Table of Uses and definitions were updated, the board should look at bona fide farms and mobile food vendors. The board also thought it would be essential to update the zoning maps.

Board Member Appenzeller mentioned that there was a half-way house in Marshville. Planning Administrator Wells will look into this to see what the operation is.

Board Member Johnson would like a copy of the new Marshville Development Ordinances.

Public Comments: There were no public comments.

Adjourn: A motion to adjourn the meeting was made by Board Member Johnson and seconded by Board Member Appenzeller. All Ayes.