



Impact Fee Appeals Board Meeting Summary - Draft

April 14, 2014

Members Present: Adam Dreyer, Bonnie Ellis, Carrie McKinney, Mark Marlow, Scott Stringer

Members Absent: All Present

Other Attendees: Gary Caviness, Margaret Stallings, Misti Martin, Don Ayres

Next meeting (tentative): May 12, 2014 – County Administration Building

I. Introductions – Margaret Stallings

II. Chair Opens Meeting – Carrie McKinney

III. Application for Partial Impact Fee Waiver for Inalfa Roof Systems addition

Misti Martin from the Cherokee Office of Economic Development and Don Ayres from Rooker and Associates presented information about the addition project. They described the operations that would be housed within the 40,000 sqft addition and the jobs to be generated by this new production line. They discussed the need for a 50% waiver of the total impact fees due to the extraordinary economic impact on SW Cherokee and the County as a whole.

The chair opened discussion about the application. The \$12,973.63 value of the 50% exemption was discussed and confirmed with the applicant. After additional questions about the value of the addition and the jobs generated, the chair asked for a motion to recommend approval to the Board of Commissioners of the 50% exemption as requested. Scott Stringer made the motion and Mark Marlow seconded the motion to recommend approval. Board members voted 5-0 to recommend approval.

IV. Approval of Minutes – Carrie McKinney

The chair asked if all board members had a chance to review the meeting minutes distributed by email prior to the meeting. All members responded that they had no amendments. Adam Dreyer made a motion to approve the minutes as presented. Mark Marlow seconded the motion. Board members voted 5-0 to approve the minutes from the September 9, 2013 meeting.

V. Impact Fee Administration Projects – Margaret Stallings

Margaret Stallings briefly described the recently completed project to integrate the collection of impact fees into CityView, the county's permitting software. This effort will help customers by avoiding a separate check for impact fees. This project will also improve reporting/tracking of impact fees and save significant staff time processing paperwork by hand. Mrs. Stallings also mentioned that Impact Fee Administrator duties would be transferred from Gary Caviness to her in the near future.

VI. Meeting Adjourned – Carrie McKinney

Adam Dreyer made a motion to adjourn the meeting that was seconded by Mark Marlow. The Board voted 5-0 to adjourn. The meeting was adjourned at 6:10pm.