

<b>MEETING MINUTES</b>	
<b>PROJECT</b>	
Version #: 1.0	Issue Date:

Minutes of Meeting		
<b>Customer:</b> Kim and Annette Ringheisen		
<b>Project:</b> Ward's Hollow		
<b>Location:</b> Mt Gilead Church Road	<b>Date:</b> 07/25/2012	<b>Time:</b> 6:30pm
<b>Purpose:</b> present site plan to Chatham County Appearance Commission		
<b>Attendees:</b> Kim Ringheisen (Owner); Wade Barber (Attorney)		
<b>CCAC Members:</b> Ginny Gregory (Chair); Grim Hobbs; Caroline Siverson; Sue Schwartz; Kitty Griffith; Davis Andrews; Al Cooke		
<b>Planning Staff:</b> Jason Sullivan		
<p>Mr. Ringheisen and Mr. Barber presented plans for this historic private residence to be utilized as an Event Venue . There were no plans for additional landscaping. CCAC members emphasized that this business use in a Residential Zone required that neighboring adjacent and across the street properties be buffered , and requested that the customer consult NC Historic Preservation to ascertain what plant materials can be installed on this historic property to attain the desired buffering. There is no concern about the landscaping on the Mt. Gilead Church Rd exposure. The customer has a drawing of the existing landscape on which new plantings can be displayed. There is no need to replicate the drawing just to show the buffering. The backyard, which abuts Harvest Lane and is the proposed area to be used for events, has partial landscaping but does not offer sufficient visual or sound buffering for the neighboring Residential lots , both adjoining on the cul-de-sac and across Harvest Lane. CCAC members expressed concern about screening parking areas and large event tents. The customer was advised to return to the August 28, 2012 meeting with an updated landscaping plan .</p>		


--	--	--

<b>MEETING MINUTES</b>	
<b>PROJECT</b>	
Version #: 1.0	Issue Date:


**Topic 2**


**Summary of Action Items**

Action Item(s)	Who	When

**Next meeting**

The next meeting will be (date) at (time) at (location), room (room number or “to be determined”).

<b>MEETING MINUTES</b>	
<b>PROJECT</b>	
Version #: 1.0	Issue Date:

Minutes of Meeting		
<b>Customer:</b> Kim and Annette Ringheisen		
<b>Project:</b> Ward's Hollow		
<b>Location:</b> Mt Gilead Church Road	<b>Date:</b> 09/26/2012	<b>Time:</b> 6:30pm
<b>Purpose:</b> present site plan to Chatham County Appearance Commission		
<b>Attendees:</b> Kim and Annette Ringheisen (Owners) ; Wade Barber (Attorney) ; Sam Petrads (representing developer of neighboring lots in the Hamptons)		
<b>CCAC Members:</b> Ginny Gregory (Chair); Sue Schwartz; Kitty Griffith; Davis Andrews; Al Cooke		
<b>Planning Staff:</b> Angela Birchett		
<p>Mr. Ringheisen presented revised landscaping plans for this historic private residence which is to be utilized as an Event Venue. CCAC members were pleased with the new plans, suggesting only that a proposed row of Viburnum 'Chindo' bordering Harvest Lane become a mixed row of Osmanthus fragrans and Viburnum 'Chindo'. Mr. Petrads was offered a chance to address the CCAC re: neighbors' concerns. His concerns were not relative to CCAC's responsibilities.</p>		



<b>MEETING MINUTES</b>	
<b>PROJECT</b>	
Version #: 1.0	Issue Date:

**Topic 2**


**Summary of Action Items**

Action Item(s)	Who	When

**Next meeting**

The next meeting will be (date) at (time) at (location), room (room number or “to be determined”).