

MINUTES
PLANNING BOARD MEETING
November 23, 2020
5:30 P.M.

VIA TELECONFERENCE:

James Bradshaw, Sharon Bryant, Jeff Church, Kent Greer, Leah Hamilton, Lucy McCarl, Mac Martin Kaye Reynolds, Tim Scobie

STAFF PRESENT VIA TELECONFERENCE:

Jenny Wheelock, Hannah Williams, Lauren McKinney

Chairperson McCarl called the meeting to order.

MINUTES:

Board Member Hamilton moved approval of the meeting minutes of October 26, 2020. Board Member Scobie seconded the motion, which was voted upon and passed by unanimous vote.

NEW BUSINESS:

1. NCGS 160D highlights
 - Jenny Wheelock, Planning Director reviewed the updates of the ordinance and answered the Boards questions.
 - o Conflict of interest was discussed on when a Board member cannot participate in a case.
 - o Appeals Board- Appeals from all administrative decisions under 160D powers would go to the Board of Adjustment.
 - o Noticing- In cases where the applicant or owner of the subject property also owns or has interest in the abutting properties, they may receive a written notice.

Board Member Hamilton made a motion to accept the ordinance as submitted and call for a Public Hearing for City Council to consider the request on January 5, 2021. Board Member Church seconded the motion, which was voted upon and passed unanimously.

2. Review updated Rules of Procedure
 - The Rules of Procedure for the Planning Board, Historic Preservation Commission, and the Board of Adjustment have been merged into one Joint Rules of Procedure.
 - Action will be taken at the January meeting.

3. Nomination of Chair and Vice Chair
 - Elections will be made at the January meeting.

Board Member Church nominated Lucy McCarl for the Chair position of the Planning Board. All were in favor, none opposed.

Board Member Scobie nominated Jeff Church for the Vice-Chair position of the Planning Board. All were in favor, none opposed.

4. Planning Director, Jenny Wheelock presented to the Board a resolution changing the Historic Preservation design guidelines to standards.

Planning Board, acting as its capacity as the Historic Preservation Commission, adopted via consensus a resolution amending the previously adopted guidelines for approving Certificates of Appropriateness to be standards as required by NCGS Chapter 160D.

ADJOURNMENT:

Having no other matters to bring before the Board, Chairperson McCarl adjourned the meeting at 6:05 p.m.

Lucy McCarl
Chairperson

Jenny Wheelock
Planning Director