

**PLANNING BOARD  
MINUTES  
NOVEMBER 15, 2011  
CITY HALL  
6:30 P.M.**

**CALL TO ORDER**

Chairman David Giera called the meeting to order at 6:30 P.M. and led the Pledge of Allegiance.

**ATTENDANCE**

In attendance were Chairman David Giera, Bill Clark, Sue Franks, Matt Smith, Shayne Hawn, alternate member Allen Phillips, UDO Administrator Becky Cummings and Secretary Sylvia Wagner. Absent was alternate member Tom Von Voigt (excused).

**APPROVAL OF MINUTES**

A **motion** was made by Sue Franks and seconded Bill Clark to approve the minutes of the October 11, 2011 meeting with a correction that "Pepperoni Pizza" be changed to "Pepperoni Grill" under Public Comments.

**Vote: 4-0 Motion carried** (Shayne Hawn abstained due to absence at last meeting)

**APPROVAL OF AGENDA**

A **motion** was made by Shayne Hawn and seconded by Sue Clark to approve the agenda as presented.

**Vote: 5-0 Motion carried**

**PUBLIC COMMENTS**

Chuck Wojda commented that it is hard to track the Planning Board decisions on the City Website. He had questions about the "Planning Board Procedures" and what became of them.

Chair David Giera responded that the "Planning Board Procedures" were completed and passed by the Board and he will personally email Chuck a copy of the document.

Susie Rollyson remarked that she did contact city personnel recently about the need to update the website.

**NEW BUSINESS**

There was no new business.

**OLD BUSINESS**

**CAMA Land Use Plan/Light Industrial Zoning**

Becky Cummings mentioned the purpose of this discussion is to create a new Light Industrial (LI) zoning for the Board of Commissioner approval. She recently spoke with the County about L.I. zoning and was told the appropriate way is to make the change within the CAMA Land Use Plan. The City could then consult this plan whenever a change is needed. Staff recommends the Planning Board look at the Land Use Plan (LUP) and designate a Light Industrial zoning.

Shayne Hawn questioned if the Land Use Plan would accommodate a light industrial use but Becky stated that currently there is nothing in the plan to do this. Becky advised the Board that the LUP isn't out of date and there are several years before a complete date is due. It's just that the current Zoning map is out of sync with the LUP and the LUP needs to be updated so that it is more accurate with what is going on in the City. The process involves a lot of meetings and advertisement which takes a lot of time.

David Giera wondered if we could go ahead with a zoning change, but Matt Smith reminded members that would require meetings, public hearings, posting, advertizing and notification either way. Becky still recommended that we start with the LUP.

Becky Cummings will check with the City Attorney about the process of rezoning without an individual's zoning request and the legal ramifications.

Bill Clark would like to move Light Industrial zoning ahead of the LUP for Board of Commissioner approval as soon as possible and then start working on the LUP.

Becky advised that the Planning Board needs to be more specific before a recommendation to the Board of Commissioners. We need to have a list of parcels numbers involved and define uses. We have some uses in the UDO (Unified Development Ordinance) which should be reviewed. The LUP is a reference tool and could be used for rezoning to happen by request when an individual "walks in the door".

Shayne recommended the Planning Board work on the LUP and then rezoning as the general procedure to be followed. Becky added that this could take months and perhaps a year to update the LUP.

The Board discussed a previous request by Mr. White to establish a liquid propane business within the City. The Planning Board did not allow it at that time.

**A motion** was made by Shayne Hawn to allow the Planning Board to update the CAMA Land Use Plan prior to recommending a zoning change for Light Industrial  
**No second Motion not carried**

Becky mentioned that there is renewed interest in locating the propane tank business here in town and Allen felt that the City needs to recommend a suitable place for Mr. White to locate his business.

David announced that next month the Planning Board will start the Land Use Plan.

**A motion** was made by Shayne Hawn and seconded by Matt Smith to allow the Planning Board to update the CAMA Land Use Plan prior to recommending a zoning change for Light Industrial.  
**Vote: 3-2 (Bill Clark and Sue Franks voting no)**  
**Motion carried**

David requested that Becky provide a sketch of the area for Light Industrial and obtain information from the City Attorney regarding the legalities of a zoning change.

**A motion** was made by Sue Franks and seconded by Matt Smith to recommend to the Board of Commissioners that they approve two areas for Light Industrial Zoning within the Land Use Plan: one on the south side of the City off Route #87 and the second off W. Boiling Spring Rd. (as depicted by Becky Cummings' map with parcel numbers to be provided).  
**Vote: 5-0 Motion carried**

## **Review of Sign Ordinance**

### **10.2 Definitions**

Freestanding

Right-of-way

### **10.3 Signs exempt from permitting requirements**

(9) (f) becomes (d) (from Oak Island ordinance) – consensus approved

(g) add "except as allowed in 9(f) of this ordinance – consensus approved

(12) Replace with Oak Island ordinance page 6 of 12 6 (a) and (b) – consensus approved

## **Other Business**

The next meeting will be held on December 13<sup>th</sup> at 6:30 P.M. Allen Phillips suggested that the Board have two meetings per month with all the work ahead. We will start in January 2012 with two meetings per month.

**ADJOURNMENT**

**A motion** was made by Matt Smith and seconded by Shayne Hawn to adjourn the meeting.

**Vote: 5-0 Motion carried**

Respectfully submitted by Sylvia Wagner