

FINAL



Town of Southern Shores

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Planning Board Meeting

April 17, 2017

5:30 p.m., Pitts Center

MEETING MINUTES

I. CALL TO ORDER:

Chairperson Sam Williams called the meeting to order at 5:30 pm. Planning Board Members Gray Berryman, Sam Williams, David Neal, alternate member Carlos Gomez, and ETJ Representative John Finelli, and Town Planner Wes Haskett were present.

II. PLEDGE OF ALLEGIANCE:

Chairperson Sam Williams led the Pledge of Allegiance.

III. APPROVAL OF AGENDA:

Gray Berryman motioned to approve the agenda. David Neal seconded the motion. The motion passed unanimously (5-0).

IV. APPROVAL OF MINUTES:

None.

V. PUBLIC COMMENT:

None.

VI. OLD BUSINESS:

None.

VII. NEW BUSINESS:

A. Town Code Update Module One Discussion

Chairperson Williams explained that the Town Council charged the Board with the review of Module One of the Town Code Update project. This review will most likely require multiple meetings. Chairperson Williams proposed that the Board hold a second monthly meeting on the first Monday of each month until its review is complete. The Board agreed that future second meetings will be held on the first Monday of each month for the purpose of reviewing Module One. Wes Haskett noted that there were no applications submitted for review for the May 22, 2017 Board meeting. Therefore, that meeting will also be used to review Module One of the Town Code Update project.

Chairperson Williams stated that selecting and reviewing specific chapters (not necessarily in order) within the Module would be the best way to move forward with the review. The first chapters for consideration were Chapter 1, General Provisions; Chapter 4, Definitions; and Chapter 20, Buildings and Building Regulations. Wes Haskett explained that Town Staff will forward the Board's review comments to the consultant,

CodeWright Planners. He also stated that at a minimum, the Board is required to make a recommendation on zoning-related matters to the Town Council.

Chairperson Williams led the discussion by beginning with Chapter 1, General Provisions and moved on to Chapter 4, Definitions. The Board members discussed and commented on both chapters. The review for this meeting concluded on page 4-13 in Chapter 4, Definitions.

VIII. PUBLIC COMMENT:

None.

IX. PLANNING BOARD MEMBER COMMENTS:

None.

X. ANNOUNCEMENTS:

Chairperson Williams announced that the next Planning Board meeting will be held on May 1, 2017.

XI. ADJOURNMENT:

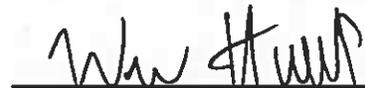
David Neal motioned to adjourn. Gray Berryman seconded the motion. The motioned passed unanimously and the meeting adjourned at 7:35 p.m.

ATTEST:

RESPECTFULLY SUBMITTED:



Sam Williams, Chairperson



Wes Haskett, Town Planner