

**FINAL**



## **Town of Southern Shores**

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**Planning Board Meeting**

**(Special Meeting)**

**May 1, 2017**

**5:30 p.m., Pitts Center**

### **MEETING MINUTES**

**I. CALL TO ORDER:**

Chairperson Sam Williams called the Special Meeting to order at 5:30 pm. Planning Board Members Gray Berryman, David Neal, Elizabeth Morey, Jay Russell, Sam Williams, alternate member Carlos Gomez, 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. Jay Russell seconded the motion. The motion passed unanimously (6-0).

**IV. APPROVAL OF MINUTES:**

Gray Berryman to approve the minutes of the March 20, 2017 Planning Board Meeting. Jay Russell seconded the motion. The motion passed unanimously.

Gray Berryman motioned to approve the minutes of the April 17, 2017 Planning Board Meeting. David Neal seconded the motion. The motion passed unanimously.

**V. PUBLIC COMMENT:**

None.

**VI. OLD 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 noted that the Board will hold a second monthly meeting on the first Monday of each month until its review is complete.

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.

Chairperson Williams led the discussion and the Board continued its discussion of Chapter 4, Definitions and concluded by finishing Chapter 20, Buildings and Building Regulations. The Board will begin discussion of Chapter 22, Zoning at the May 15, 2017 meeting.

**VII. NEW BUSINESS:**

None.

**VIII. PUBLIC COMMENT:**

None.

**IX. PLANNING BOARD MEMBER COMMENTS:**

Gray Berryman noted that the Board had been through three meetings discussing Module One and he hopes that the Town Council considers the Board's input.

**X. ANNOUNCEMENTS:**

Chairperson Williams announced that the next Planning Board meeting will be held on May 15, 2017.

**XI. ADJOURNMENT:**

Gray Berryman motioned to adjourn. Jay Russell seconded the motion. The motion passed unanimously and the meeting adjourned at 7:30 p.m.

ATTEST:

RESPECTFULLY SUBMITTED:

  
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Sam Williams, Chairperson

  
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Wes Haskett, Town Planner