



Gates County Planning & Development Services
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**Minutes of THE PLANNING BOARD
Meeting
3:00 PM – October 20, 2015**

Members Present: John Carter – Vice Chairman
Billy Seiling
Sherwood Eason
Phyllis Umphlett – Hobbs
Ronald Taylor, Sr

Members Absent: Jonathon Jones

Also Present: Jennifer C Baptiste, County Planner
Joe Greene
Erin Eure
Latoya Smith

Call to Order

The meeting was called to order by Vice – Chairman, John Carter, due to the resignation of Chairman Brenda Felton, at 3:01 p.m. in the Gates County Courthouse Courtroom. Mr. Carter asked Mr. Joe Green to offer the prayer and lead the Pledge of Allegiance. Roll call was taken and a quorum established.

Approval of Agenda

Mrs. Umphlett – Hobbs questioned whether or not the agenda should be amended to conduct the election of the Chairman and Vice – Chairman to an earlier spot on the agenda. Mr. Carter stated that he would conduct the meeting until the election portion was reached on the agenda. Mrs. Umphlett – Hobbs made a motion to accept the agenda as presented; motion seconded by Mr. Eason. The agenda was approved unanimously.

Approval of Minutes

Upon review of the minutes, Mr. Carter noted that the minutes need to be more accurate. Mrs. Umphlett – Hobbs noted that the visitors from the last meeting were missing and minutes needed to be more detailed. Following a brief discussion, the board agreed with the comments made by Mr. Carter and Mrs. Umphlett – Hobbs. A motion was made by Mr. Seiling to table the minutes until the next meeting in order to give Ms. Smith the opportunity to correct the minutes. Motion seconded by Mrs. Umphlett – Hobbs. Motion to table the minutes passed unanimously.

Old Business

Mr. Carter opened the floor to Old Business. The first item on the agenda was the proposed ARTICLE 13 – 02 Planning Board. During the August 18, 2015 meeting, the Board began its review of this section. It was noted by Ms. Baptiste that she had notes up until Section 13 – 02.4c Consistency Statement; thus, this was the starting point for discussion. Ms. Baptiste gave a brief overview, definition, and example of a Consistency Statement. Ms. Baptiste also discussed the purpose of the Consistency Statement as well as how to make the Consistency Statement and what needs to be the basis for the statement. Mr. Seiling asked how the Consistency Statement would reflect the board's vote. Mrs. Umphlett – Hobbs explained that the statement needs to reflect the reason for approval or denial while the minutes would reflect the actual vote by the Board. Ms. Baptiste further explained that the Consistency Statement simply gives an explanation as to what source documents the Board used to justify the Map Amendment recommendation whether positive or negative. In addition, it explains if the Board makes a recommendation that is not based on any adopted County plan and how/why a particular recommendation was reached. Mrs. Umphlett – Hobbs made a motion to require a Consistency Statement; seconded by Mr. Seiling. Motion passed unanimously.

After a brief discussion, the Board decided to review each section of the proposed Text Amendment and vote on the final product as a whole on a later date. Mr. Carter stated that he would like to see a final draft prior to the document being submitted to the Board of County Commissioners. Ms. Baptiste stated she would forward a final draft to the Board as well as to the County Attorney.

Under the *Records* section, Ms. Baptiste suggested that the Board add a statement that the Planning Board could request the Board of County Commissioners allow additional time for the Planning Board to consider a matter.

Ms. Baptiste requested to do another review of the Article 13 – 02 Planning Board section and the Article 13 – 01 Board of Adjustment section to ensure that all corrections and additions were noted correctly. One major item needing clarification was the *Legal Residency* definition. Mr. Eason, Mr. Seiling, Mr. Carter, and Mrs. Umphlett – Hobbs narrowed the definition down to which Ms. Baptiste recapped as “an individual: 1) whose primary residency is located in the unincorporated areas of Gates County and; 2) who is a tax paying citizen of Gates County with no current tax delinquencies.” The second major item clarified was the notification needed for special meetings. The Board agreed to advertising on the website and local postings with one week notice. After the entire Planning Board section were reviewed, Mr. Seiling recommended that the *Legal Residency* definition be placed in the Board of Adjustment section as well in order for both boards to be consistent. Mrs. Umphlett – Hobbs made a motion to have the sections rewritten and submitted to the Planning Board for the next meeting; motion seconded by Mr. Seiling. Motion passed unanimously.

The next item on the agenda under Old Business were the additional regulations for the Section 7.02 Note 12 Solar Farm section. Ms. Baptiste reminded the Board that the Board needed to concentrate on planning, enforcement, and land use when evaluating the section. Mr. Carter stated he was concerned about buffers and glare. Mr. Seiling questioned Erin Eure about the status of the proposed training session. The discussion of the training progress to be discussed at a later point on the agenda. The Board decided to skip the definitions until after the training. The Board discussed the proposed text as well as the comments supplied to the Board by Mr. Taylor. Discussion of this section concluded after Section 7.02 Note 12 f).

Old Business concluded and closed.

New Business

The first item on the agenda under New Business was the election of a Chairman and Vice – Chairman, if necessary. Ms. Baptiste opened the floor for nominations for Chairman. Mrs. Umphlett – Hobbs nominated Mr. John Carter as Chairman; seconded by Mr. Eason. Having no additional nomination, the floor was closed, and a vote rendered. Mr. John Carter was elected Chairman for the Planning Board unanimously. With Mr. Carter's vacation of the Vice – Chairman position, the floor was opened for nominations for the position of Vice – Chairman. Mr. Eason nominated Mrs. Umphlett – Hobbs; seconded by Mr. Taylor. Having no additional nominations and with a unanimous vote, Mrs. Umphlett – Hobbs became the Vice – Chairman for the Planning Board.

Mrs. Umphlett – Hobbs left the meeting at approximately 4:15pm.

The next item for consideration was an update from Erin Eure on the scheduling of a Solar Farm presentation. Ms. Eure stated that she was still working to line up speakers and narrow down a date. More information to follow.

Comments

Ms. Baptiste informed the Board that the County would be closed for Thanksgiving Holiday November 26th through November 27th. In addition, Ms. Baptiste stated that she would not be available on November 17th to meet. Mr. Eason suggested they reschedule the meeting. A discussion to set a date began and the date of November 19th was recommended by Mr. Carter. A motion to move the meeting date was made by Mr. Eason and seconded by Mr. Taylor. Motion passed unanimously.

Next, Ms. Baptiste informed the Board that an advertisement to fill Mrs. Felton position had been sent and placed in the newspaper. Specifically, a candidate from the Haslett Township is being sought, but applications from other areas may be considered. Lastly, the Board was informed of the next CAMA Land Use Plan meeting scheduled for October 27th at 2:00pm in the Gates County Library.

Adjournment

Seiling made a motion to adjourn the meeting; seconded by Mr. Taylor. The motion passed unanimously.

Meeting closed at 4:35pm.

John Carter, II Chair Planning Board