

MINUTES
YANCEYVILLE PLANNING BOARD MEETING
June 27th, 2018
5:15 PM

The meeting of the Yanceyville Planning Board was held at the Yanceyville Municipal Services Building on Wednesday, June 27th, 2018 at 5:15 p.m.

Board members present: Patricia Price- Lea- Chairwoman, Sylvia Johnson- Vice Chairwoman, Fred Smith, and Layton Everitt.

Board member absent: Darrell McLean

Also, present: Brian Collie- Town Manager/Town Clerk, Kamara Graves- Assistant Town Clerk, and Ginger Booker

1. Call to Order

Chairwoman Price- Lea called the meeting to order at 5:15 PM.

2. Approval of Minutes- April 18th, 2018

After a short review, Chairwoman Price- Lea asked for a motion to approve the Yanceyville Planning Board minutes from April 18th, 2018.

Vice Chairwoman Johnson cited an error on page one under item two, approval of minutes. She requested to add a “d” to the word “cite” in the third sentence.

Chairwoman Price-Lea cited an error on page two item four of the zoning ordinance update. She requested that a period be placed after “ordinance” in the first sentence of the first paragraph. Chairwoman Price-Lea also cited an error on page two under item four of the zoning ordinance update. She requested to remove “the” in the third sentence of the first paragraph. She then cited an error on page two, item five of the zoning code enforcement review/discussion. She requested to change “an” to “a” in the first sentence of the second paragraph. The Chairwoman also cited an error on page two under item five of the zoning code enforcement review/ discussion. She requested to add a “d” to the end of “encourage” in the fourth sentence of the second paragraph. After final review Vice Chairwoman Johnson made a motion to approve the minutes with the corrections. The motion was seconded by Mr. Everitt and passed with a unanimous vote.

3. Zoning Ordinance Amendment Review-Ginger Booker

Town Manager Collie welcomed Mrs. Ginger Booker to the Planning Board’s meeting. Mrs. Booker explained that she has been working with Town Staff on the Town’s Code of Ordinances in which includes the Zoning Ordinance.

Mrs. Booker recommended that the Zoning Ordinance be organized into ten chapters. Mrs. Booker reviewed chapters one through five giving a brief summary of the proposed changes in the following subsections of each chapter:

Chapter 1: In General and Definitions

- Mrs. Booker stated that the Planning Board has reviewed the zoning definitions in the past.
- Gaming establishment to Skill Based Gaming
- Mobile Home Park to Manufactured Home Park

Chapter 2: Administration and Enforcement

- Table of Contents
- Zoning Enforcement Officer
- Building permit required
- Application for building permit
- Building permit fees
- Certificate of Occupancy required
- Penalty for Violation

Chapter 3: District Descriptions and Uses

- Mrs. Booker briefly described the difference between Special Use and Conditional Use.
- - *Special Use* means a use permitted in a zone district only after recommendation by the Planning Board and specific findings by Town Council.
 - *Conditional Use* is a legislative decision; The Planning Board and Town Council are able to request specific requirements such as screening, driveway entrance, noise, lighting, and etc.
- She noted the change from Prison Camp to Dentition Facility in the Table of Permitted Uses.

Chapter 4: Special Uses

- Mrs. Booker briefly described chapter four special uses, but didn't give much detail, because the Yanceyville Planning Board has extensively reviewed and discussed this chapter in the past.

Chapter 5: Signs

- Mrs. Booker briefly described chapter five, but didn't give much detail, because the Yanceyville Planning Board has extensively reviewed and discussed this chapter in the past

4. Other Business

Mr. Smith stated that after July 1st, 2018 he will no longer be a resident of the Town of Yanceyville.

Town Manager Collie explained that the Yanceyville Planning Board would have to advertise Mr. Smith's vacant position. He stated that if anyone had a person of interest to please encourage them to contact him.

5. Adjournment

After no further business, Mr. Everitt made a motion to adjourn seconded by Vice Chairwoman Johnson. The motion passed with a unanimous vote.

Respectively Submitted:

Patricia Price- Lea, Chairwoman

Brian Collie, Town Manager/Clerk, and Kamara Graves, Assistant Town Clerk prepared the above minutes. They represent a brief description of those matters that were addressed at this meeting. A detailed account of this meeting is available for review on tape at the Yanceyville Municipal Services Building.