

**Zebulon
Planning Board
Minutes
February 13, 2023**

Present: David Lowry, Laura Johnson Michael Germano, Domenick Schilling, Stephanie Jenkins, Peggy Alexander, Joe Moore-Town Manager, Michael Clark-Planning, Lisa Markland-Town Clerk, Sam Slater-Town Attorney

Absent: Genia Newkirk

David Lowry called the meeting to order.

APPROVAL OF AGENDA

Laura Johnson made a motion, second by Domenick Schilling to approve the agenda. There was no discussion and the motion passed unanimously.

APPROVAL OF MINUTES

Domenick Schilling explained he had sent an email to staff about wanting more details included in the December 12, 2022 minutes. Lisa Markland responded to his email explaining the statutory requirements for minutes. Mr. Schilling wanted more detail about the reasoning for his vote.

Domenick Schilling made a motion, second by Michael Germano to remove the minutes from the agenda so staff could add more detail. There was no discussion and the motion passed unanimously.

Stephanie Jenkins made a motion, second by Laura Johnson to approve the January 23, 2023 minutes. There was no further discussion and the motion passed unanimously.

NEW BUSINESS

A. TA 2023-01 – BOA/Article 10 of UDO

Michael Clark stated his presentation was for information purposes only since the Board of Commissioners tabled the Public Hearing. The request was to amend section 10.2 of the UDO to allow the Planning Board members to fill the Board of Adjustment and to increase the Board of Adjustment to seven voting members. Mr. Clark spoke about the purpose of the Board of Adjustment. The current status was shown explaining there were only two current members and there had been unfilled vacancies since 2017. A table was displayed showing the Board of Adjustment cases from 1990 to 2023 with the most number of cases occurring in 2017 and 2011 with three cases and no cases in 2013, 2014, 2015, 2016, 2020, 2022 and 2023. The proposed changes would also change two of the voting members to be ETJ members.

The reasons behind the proposed change was because the Board of Adjustment met so infrequently, lacked quorum membership, currently had no ETJ representation, and would require additional meetings and training sessions.

David Lowry asked Sam Slater if he had any concerns with the boards being the same body. Mr. Slater stated he did not have concerns because 160D granted the Town the ability to assign additional duties to an appointed board.

There were concerns expressed about the Board of Adjustment members' roles being taken away from them. Michael Clark gave examples of ways members could participate and have a more active role with the Town. There were other concerns about the Town being unprotected by not having a Board of Adjustment.

A question was raised about voting for variance matters. Sam Slater explained a 4/5 vote was required in variance cases.

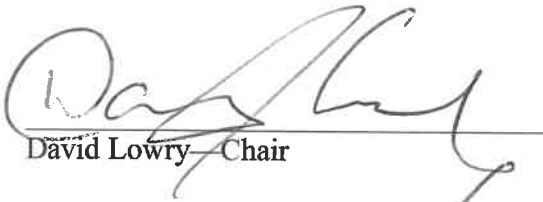
DEVELOPMENT UPDATES

Michael Clark provided development updates and stated the Planning Department recently hired a New Economic Development Specialist and Senior Planner.

Laura Johnson made a motion, second by Michael Germano to adjourn. There was no discussion and the motion passed unanimously.

Adopted this the 14th day of August 2023.




David Lowry—Chair


Stacie Paratore, CMC—Deputy Town Clerk