

**Town of Zebulon
Planning Board
Minutes
October 21, 2019**

Present: Gene Blount, Larry Ray, Stephanie Jenkins, Laura Johnson, Stan Nowell, Shannon Baxter, Jessica Luther, Joe Moore-Town Manager, Lisa Markland-Town Clerk, Michael Clark-Planning, Meade Bradshaw-Planning, Sam Slater-Attorney

Gene Blount called the meeting to order at 7:00pm.

AGENDA

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

NEW BUSINESS

A. Draft Unified Development Ordinance

Michael Clark explained the Planning Board would have the opportunity to recommend adoption of the proposed Unified Development Ordinance and proposed zoning map. Chad Meadows was present to give an overview of the changes from the previous draft. The Board was given a copy of the changes. The Board of Commissioners had a joint work session with the Planning Board scheduled for October 23. The UDO could go for consideration at the November 4 regular meeting with an effective date of January 1, 2020. Staff explained the UDO was consistent with the Town's Strategic Plan of creating a small town life, a vibrant downtown, and growing smart. It was explained the UDO was the first step in the Main Street Program, Comprehensive Land Use Plan and Transportation Plan that would be forthcoming.

Chad Meadows reviewed the steps to date. There were 100 pages of redline changes based upon the input received from the Planning Board, Board of Commissioners, Town Attorney, Town Departments, and Planning Staff. Chad Meadows reviewed the changes with the Planning Board.

Laura Johnson joined the meeting at 7:22pm.

There was a question about detached structures such as a garage and building a residential dwelling above. The structure was considered an accessory dwelling unit and there was discussion about what would be permitted and in which zoning districts they were permitted.

The Planning Board took a recess at 9:00pm.

The Planning Board came back from recess at 9:09pm.

Chad Meadows spoke about open space area allowance and explained the goal was not to overburden developers. Staff suggested 1,000 square feet of open space per single family unit. The Planning Board agreed with the 1,000 square feet of space. Separation requirements for games of skill establishments now included elementary, middle, high school, religious institution, child daycare center, and parks.

Gene Blount asked each Planning Board member if they had anything to change or add to the UDO.

Shannon Baxter had nothing to add or change.

Stan Nowell had nothing to add or change.

Gene Blount asked the distance for internet cafes be increased beyond 1,000 feet. Michael Clark explained staff could raise it as a point of discussion for the Board of Commissioners to consider.

Laura Johnson had nothing to add or change.

Jessica Luther had nothing to add or change.

Stephanie Jenkins had nothing to add or change.

Larry Ray had nothing to add or change.

Shannon Baxter made a motion, second by Laura Johnson to recommend approval of the Unified Development Ordinance with the changes presented and the changes to that document as stated and the zoning map. There was no discussion and the motion passed unanimously.

Shannon Baxter made a motion, second by Stan Nowell to adjourn. There was no discussion and the motion passed unanimously.

Adopted this the 9th day of December, 2019.




Gene Blount—Chair


Lisa M. Markland, CMC—Town Clerk