



Town of Sedalia

Planning Board Meeting / Zoom

May 21, 2020 / 7:00 PM

Minutes

Note: The meeting was held virtually via Zoom to comply with state and local requests to reduce public gatherings due to coronavirus/COVID-19.

Call to Order: Planning Board Chair Serita Faison called meeting to order at 7:00 pm.

Moment of Silence: Chair Serita Faison encouraged the board to remember people who are suffering through this nation's pandemic.

Pledge of Allegiance

Roll Call: Members Serita Faison (Chair), Marian Jeffries (Vice-Chair), Sandra Hamlett, Calvin Atkins, Cam Dungee (Clerk), Howard Morgan (Mayor). Member Monroe Smith tuned in later.

Absent: None

MOTION to approve the agenda was made by Marian Jeffries and seconded by Sandra Hamlett. Motion carried.

MOTION to approve the minutes from the previous meeting was made by Sandra Hamlett and seconded by Marian Jeffries. One noted change to be corrected in the minutes was an incorrect spelling of Marian Jeffries name on page 1. Motion carried.

Business/Reports/Discussions

I. Ch. 160D Module Report

Vice-Chair Marian Jeffries gave a report on Administrative Decisions. The definition laid out was explained as decisions made in the implementing, administration, or enforcement of development regulations that involve the determinations of facts and the application of objective standards set forth in this chapter or in local government development regulations. These are sometimes referred to as ministerial decisions or administrative determination. Overall, this report was related to zoning permits, notice of violations, subdivision plot approvals and other decision modification, as well as enforcing the basics on land regulation provisions. A summary of some of the changes in the new 160D Administrative Land Use Decisions are clarifying administrative authority, defining types of decisions, confirming enforcement authority, and clarifying and confirming the appeals process.

II. Planning Board Material Update

Chair Serita Faison went over the boards existing Planning Board By-Laws as a review to see if there should be any changes made. This document will be submitted to new board members as they come in, so she wanted to make sure things were updated. The By-Laws were reviewed and only a few grammar corrections were made, no changes to the actual rules and regulations.

MOTION was made by Vice-Chair Marian Jeffries to keep the current Planning Board By-Laws as they are. Member Calvin Atkins stated a second. Motion carried.

The board also read through the Operating Guidelines and briefly reviewed the Responsibilities of Planning Board document.

Marian Jeffries asked with her serving as the interim Vice-Chair, should there be anything in the guidelines that addresses this type of position. It was decided that if anyone is appointed to serve in an interim position, they will still follow the same guidelines that are in place as the Chair, Vice-Chair, member or alternate.

Serita Faison mentioned that the Planning Board does have a budget, which allows members to attend courses for continuing education purposes. Board members should get involved and learn all they can about planning and zoning issues. Most of the courses are available through the School of Government in Chapel Hill. She also encouraged members to recruit new members that would be interested in being an alternate on the board. She mentioned that a revised Planning Board Application is being worked on for those interested in joining. She read over the draft application and stated that she has two potential new members that she has spoken with and they have shown some interest in possibly joining.

III. CITIZEN COMMENTS

*Mayor Morgan gave an update to the board members regarding the status of the submitted Development Clearance Certificate (DCC) for the property at 906 Rockhurst Drive. He's spoken with all those involved (owner, Planner, and Environmental Health), and the situation is being squared away. Mr. Griffis, the owner, hasn't yet submitted an application to the county for a water and soil evaluation, so he plans to go ahead and handle that soon. He briefly explained the process of how the application fee is set. This issue has been going on for several months now and the Council needed to get to the bottom of it. Mr. Griffis did submit a letter from a soil scientist, but it stated the property was unsuitable for traditional septic. This property was once denied before back in 1993, and that's the latest history on it, but the town was under the impression that Mr. Griffis had spoken with Environmental Health recently. He learned recently that this was not the case, and it appears his connection was from a while ago. Mr. Griffis now has a better understanding of the process and what's needed.

Throughout this update, member Calvin Atkins interjected on several occasions that the town was holding up progress with this owner and we should have signed off on the DCC and let the county handle things. He explained how things were done differently when he was in Orange County and how there was just a fee paid to get an inspection.

Mayor Morgan continued that once the soil evaluation is done, the owner will know more about what he can do. If his findings show he's able to build with septic, then the town can sign off on the DCC so he can get a building permit from the county. Mayor Morgan stated that he wanted to explain the process because things had gotten confusing.

*Chair Serita Faison mentioned that the state was moving into Phase II as of Fri. May 22nd at 5:00 pm. There will be more businesses opening back up, but some will still be closed.

The Clerk added that the Town Hall will remain closed to the public and town meetings will continue to be held on Zoom through the month of June.

*Calvin Atkins mentioned that he may be attending a car show over the weekend, and he asked the Clerk if she would print out about 100 fliers for the Sedalia Car Show so he could pass them out. The Clerk asked for Calvin to make sure the event will indeed take place first before she makes that many copies.

Chair Serita Faison read through the announcements.

IV. ANNOUNCEMENTS

All regular scheduled meetings are held via Zoom at 7:00 pm until further notice

- The Town Hall will be closed for Memorial Day on May 25th
- The next Town Council Meeting will be on June 1st. This is also a Public Hearing on the town budget for this fiscal year.
- The next Planning Board Meeting will be on June 18th
- The next Town Council Agenda Meeting will be on June 29th

Meeting adjourned

Serita Faison, Chairman

Date