

Town of Sedalia

Planning Board Meeting Via Conference Call

Sedalia Town Hall / 6121 Burlington Road
March 19, 2020 / 7:00 PM

Minutes

Meeting was called to order at 7:00 PM by Planning Board Chair Serita Faison, followed by a Moment of Silence, Pledge of Allegiance, and Roll Call. **Note:** The meeting was held via conference call to comply with state and local requests to reduce public gatherings due to coronavirus/COVID-19.

Members Present: Chair Serita Faison, Sandra Hamlett, Marian Jeffries, and Monroe Smith
Additional Attendee's: Cam Dungee, Shari Bryant

Members Absent: Calvin Atkins.

MOTION to approve the agenda was made by Planning Board member Smith and seconded by Planning Board member Hamlett. Motion carried.

MOTION to approve the minutes of the previous meeting was made by Planning Board member Hamlett and seconded by Planning Board member Jeffries. Motion carried.

Business / Reports / Discussions

I. Chapter 160D Module Report: Jurisdictions and Boards

Chair Faison reported on the module "Jurisdictions and Boards". Clerk Dungee expressed concern about split jurisdictions and how it is determined which jurisdiction is selected to handle the development regulations. Chair Faison responded both jurisdictions, and the landowner must agree on a single jurisdiction handling the development regulations. It then would need to be approved by resolution of the local governing board and recorded with the Register of Deeds.

In addition, Chapter 160D provides for a consistent format regarding composition and duties of boards including: Planning Board, Board of Adjustment, Historic Preservation Committee, Appearance Commission, Housing Appeals Board, other advisory boards, extraterritorial representation on boards, rules of procedures, oath of office and appointments to boards. Clerk Dungee commented that for Sedalia, the Town Council is the Board of Adjustment. Also, regarding Planning Board appointments, the board takes applications for new members, then makes a recommendation to the Town Council. The Town Council then approves or disapproves of a new member.

II. Nominations for Board Vice-Chair

Chair Faison opened the floor for nominations for Planning Board Vice-Chair. It was questioned whether the Planning Board should wait for additional members before selecting a Vice-Chair. Chair Faison stated it is preferred to fill the position immediately

with someone that has been on the Planning Board; however, it could be an interim position for 6 months. Planning Board member Hamlett made a motion to recommend Planning Board Jeffries as interim Vice-Chair and Planning Board member Smith seconded. Motion carried. Planning Board Jeffries will be recommended to the Town Council as the interim Vice-Chair of the Planning Board.

III. Citizen's Concerns

*Marian Jeffries asked what changes have been instituted at the Town Hall since the coronavirus/COVID-19. Clerk Dungee stated the Town Hall is being sanitized following every visitor. Visitors are also instructed to wash or sanitize their hands upon entering the building. She added currently the Town does not receive more than 4 visitors each day.

*Marian Jeffries asked about the status of the Town's upcoming retreat in May. Clerk Dungee reported the center is open and operating; however, things are changing constantly. The town can reschedule the retreat during 2020, but if the Town decides to cancel and not reschedule, then the Town would lose its deposit. It was noted that currently Guilford County has three confirmed cases of COVID-19.

A brief discussion was had regarding how to conduct future meetings remotely using conference calls and exploring video conferencing such as Microsoft Teams.

IV. Information Sharing

A sheet on Frequently Asked Questions (FAQ) on COVID-19 was shared.

V. Announcements

All regular scheduled meetings begin at 7:00pm at the Sedalia Town Hall (Note: Until further notice, meetings will take place remotely due to the coronavirus/COVID-19).

- The next Town Council Agenda meeting will be March 30th
- The next Town Council meeting will be April 6th
- The next Planning Board meeting will be April 16th

Meeting adjourned.

Serita Faison, Chair

Date