



Town of Sedalia

Planning Board Meeting / Town Hall

April 21, 2022 / 7:00 PM

Minutes

Call to Order: Meeting was called to order at 7:00 pm by Planning Board Vice-Chair Marian Jeffries.

Moment of Silence: Time was allotted for a moment of silence.

Pledge of Allegiance: Time was allotted for Pledge of Allegiance.

Roll Call: Members present included Vice-Chair Marian Jeffries, Robert Jones, and Calvin Atkins.

Absent: Monroe Smith.

A. MOTION to approve the agenda was made by Planning Board member Jones and seconded by Planning Board member Atkins. Motion carried.

B. MOTION to approve the minutes from the previous meeting was made by Planning Board member Atkins and seconded by Planning Board member Jones. Motion carried.

C. Business / Reports/ Guests

I. Town Council Updates

1. Guidelines for Elected Officials

On April 4th, the Town Council adopted a guideline policy that covers travel and expenses, remote meeting participation, and salary and stipends. The purpose of the policy is to ensure that laws relating to public funds and public property are being followed. Also, the guidelines are to ensure proper and expected participation for all elected officials. This includes attendance at board meetings and other professional meetings, town involvement, and guidelines regarding materials and services available to them.

2. Resolution for Donated Christmas Decorations

The Four Seasons Town Centre donated a 30-foot Christmas tree and decorations to the Town. Charlotte Hawkins Brown Museum is storing sections of the tree and the decorations, and the Town is storing the frame of the tree. The Town plans to have a tree lighting ceremony on December 10th. So far, there has been one meeting to discuss plans of the ceremony. Several people from other areas attended to share what they have done to draw people to their tree lighting ceremony. The next meeting is scheduled for May 12th. It is hoped there will be a lot of participation from the community.

II. Planning Board Interest

Vice-Chair Jeffries reported tonight's meeting will provide information for those that may be interested in becoming a Planning Board member. Interested persons must fill out an application and submit it to the Town Hall. It was suggested that those who apply should attend the next Planning Board meeting to share information about themselves. The Planning Board then will send a formal recommendation to the Town Council.

Vice-Chair Jeffries described the Planning Board's duties and procedures. She discussed the rules and regulations the Town must follow, the services Guilford County Planning and Development Department provides to the Town, and that the Planning Board operates under the authority of the Town Council.

III. Robert's Rules of Order

Planning Board member Atkins reported on the purpose of Robert's Rules of Order and the importance of the rules in conducting Town business and allowing all Planning Board members to be able to express themselves at the meetings. Vice-Jeffries added over the past several months the Planning Board has been reviewing Robert's Rules of Order to ensure the Planning Board follows proper procedures.

IV. Constitution and Bylaws

Planning Board member Jones reported the Town of Sedalia Development Ordinance has a section that references the Planning Board. All authority of the Town of Sedalia comes from the N.C. General Statutes. Since the Town does not have a planning department, the Town relies on the Guilford County Planning and Development Department. The Planning Board has five members, and it may have alternates. When a Planning Board member resigns, if the Planning Board has alternate members, then an alternate member can move into a Planning Board member position. All Planning Board members are volunteers and appointed by the governing body (i.e., Town Council); Planning Board members are not elected. Guilford County Planning and Development Department reviews development projects and provides recommendations to the Town's Planning Board. The Planning Board's duties are to review and provide recommendations on development projects to the Town Council in accordance with Town's Development Ordinance. The Town Council will take the Planning Board's recommendation into consideration when deciding how to move forward on a development project. Funds are available to Planning Board members to attend training that would help a member with their Planning Board duties.

Vice-Chair Jeffries encourages all Planning Board members to attend Guilford County Planning and Development Department meetings. Vice-Chair Jeffries asked for questions.

Theresa Austin, 210 Cushman Road, asked if there a copy of the Town's ordinance online. Planning Board member Jones responded it is available at Town Hall, but it was unclear if it is online. Ms. Austin asked what the expectations are of each Planning Board member. Planning Board member Jones responded any recommendations made by the Planning Board must be supported and then presented to the Town Council. The Town is currently updating its Land Use Plan and the Planning Board is involved in that process. Paul Kron is facilitating the update for the Plan. Citizens are encouraged to give input and be part of developing the updated Plan. Once completed, the Plan must be adopted by the Town

Council. He added development is coming so there is a need to update the Plan. Ms. Austin asked if the Planning Board develops ordinances. Vice-Chair Jeffries responded the Planning Board reviews ordinances. Recently the town worked on updating its ordinances to include the Chapter 160D changes. The Town also gets direction from the Guilford County Planning and Development Department. Ms. Austin commented there is a subdivision that has two or three sets of regulations. Vice-Chair Jeffries responded there are regulations that require all lots to be about one acre, and if a person wants to build a home, the ordinance states how and where it can be built within the town. Also, the Town has a Code Enforcement Officer that ensures all properties are maintained. Planning Board member Jones added some subdivisions may have a Homeowner's Association (HOA) that may include guidelines not listed in the Town's ordinance, and these may be stricter than the Town's ordinances. Ms. Austin asked under what circumstances could a member be removed from the Planning Board. She added it is clear attendance is important but asked about other parameters or guidelines. Vice-Chair Jeffries responded the Planning Board is under the authority of the Town Council and that question should be asked of the Town Council.

V. Smith Family Property Design Discussion with Zach Tran – April 25th

Vice-Chair Jeffries commented there has been a lot of discussion regarding the 100-acre Smith family property. She is aware of one meeting that has taken place with the Smith family; however, nothing has been decided on the property. The developer plans to share the design for the property at the April 25th Town Council Agenda meeting. She added this is not a public hearing only a sharing of the proposed design.

VI. Land Use Plan Committee Meeting

Vice-Chair Jeffries reported the Land Use Plan committee held their second meeting. The Land Use Plan helps to describe what the community wants to see in the town. Vice-Chair Jeffries encouraged citizens to come to the meetings and share their ideas. Paul Kron is facilitating the meetings and will develop the Land Use Plan.

At the last meeting, participants were asked what do you want to see in the town? One issue discussed was where the U.S. 70 bypass will go. It is hoped NCDOT can come and discuss the plans for the bypass since the Town cannot move forward without knowing where the bypass will go. Other topics of discussion included the environment and pollution, water and sewer, sidewalks, designing a walkable Town Center with trees, benches, etc., and maintaining the quaint community. The next meeting is May 9th.

Planning Board member Atkins commented that the City of Greensboro continues to extend its city limits and Sedalia could be affected. Vice-Chair Jeffries responded that is one reason it is important for the Town to complete the Land Use Plan update. Planning Board member Jones commented there is a lot of vacant land and limited businesses in Sedalia. He added neither vacant land nor limited businesses bring in income. Planning Board member Atkins responded tax money comes from what is built. He asked about the developer's intentions for the Smith family property. Vice-Chair Jeffries responded the developer is presenting what they would like to do, but nothing has been finalized. She added the Smiths are participating in the Land Use Plan Committee meetings. Planning Board member Atkins commented it is important for the Town's citizens to see little things happening such as

installing the Town signs and construction of the park. He is concerned the Town is not moving fast enough on these projects and if the Town does not move forward soon then it may lose grant monies. Vice-Chair Jeffries responded the Town Council is working on the Town signs, but it takes time to review different proposals and make a final decision.

VII. Public Hearing – Update

Vice-Chair Jeffries commented the first steps have been completed and the applicant has paid the fee regarding rezoning for the property where the old service station was located (6050 Burlington Road). There is a specific time frame that must be followed regarding submission of the application and the scheduling of the public hearing. She noted there is a project in review in Summerfield that will require a public hearing as well. Also, the Town was informed there may be visitors attending the meetings to see what the Town is doing, or they may attend to share some information.

VIII. Town Litter Sweep, Shredding, and Dumpster Event – April 23rd

Vice-Chair Jeffries announced the Town’s Spring Litter Sweep is Saturday, April 23rd. There will be a dumpster, but no electronics or household chemical can be disposed of in the dumpster. Someone will be monitoring the dumpster to ensure it is used by Sedalia citizens only. Guilford County is planning an event on April 30th that will accept electronics, etc.; more details can be found on the flyer. During the Towns event on the 23rd, the Town also will have a shred event at the Charlotte Hawkins Brown Museum. There are no limits on the number of boxes that can be brought. Guilford County’s shred event on April 30th has a limit of five boxes. Those interested in the litter sweep can first meet at the Town Hall at 9 am to pick up bags, vests, and litter pickers.

D. Citizens Comments

None.

E. Announcements

All regular scheduled meetings are held at the Sedalia Town Hall and begin at 7 pm.

- The next Town Council Agenda meeting will be on April 25th
- The next Town Council meeting will be held on May 2nd
- The next Planning Board Meeting will be held on May 19th
- Sedalia Christmas Lighting Program will be on December 10th
- If interested in the Founder’s Day Committee, please contact the Town Hall

Meeting adjourned.

Marian Jeffries, Vice-Chair

Date