

**SPECIAL TOWN COUNCIL MEETINGS
TUESDAY JULY 21, 2020 AND TUESDAY JULY 28, 2020
VIRTUAL MEETING/LIVE STREAM
9:30 A.M.**

AGENDA

- 1. CALL TO ORDER**
- 2. DETERMINATION OF QUORUM**
- 3. ADOPTION OF AGENDA**
- 4. DISCUSSION OF UNIFIED DEVELOPMENT ORDINANCE**
- 5. ADJOURNMENT**

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**MINUTES
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1. Call to Order

Mayor Callis called the meeting to order at 9:34 a.m.

2. Determination of Quorum

Quorum was determined by roll call with all Councilmembers present: Mayor Elizabeth Callis, Mayor Pro Tem Janice Propst, Councilmembers Mike Smith, Jeff Perryman, and Anne Pruitt

Staff Present: Town Administrator/Planner Lisa Thompson, Town Clerk Karen Dewey, Town Attorneys Kevin Bringewatt and Karen Wolter

3. Adoption of Agenda

Mayor Pro Tem Propst made a motion to adopt the agenda as presented. The motion passed with a unanimous roll call vote.

4. Discussion of Unified Development Ordinance

Ms. Thompson explained: Staff has been working with Mr. Bringewatt and Ms. Wolter to remove inconsistencies and to update policies in the code of ordinances as well as meet the requirements of the state legislature to conform the town code to the new NCGS 160D legislation, which combined county and municipal authority. The plan is to adopt a Unified Development Ordinance to streamline zoning processes and change some current processes. Ms. Thompson reviewed the existing zoning map and districts.

Mr. Bringewatt reviewed the executive summary to the Proposed UDO.

This explains:

- the jurisdiction,
- the entities that have roles in administering the provisions of the UDO,
- the Planning,
- the processes and procedures, including types of decisions and available approvals/permits and process,
- Zoning districts/zoning map, including conditional zoning
- Permitted uses, including By-right and conditional, and
- Summary table

The proposed changes to the Town current practices are in Section 4: Process and Procedures: making approvals for subdivision plats, and temporary use permits administrative decisions, rather than legislative.

The goal for next week's special meeting is to hone in on the Conditional Zoning changes, update the current language, and look at more rezoning and design review in the beginning of the process and get Council consent on the scope of the UDO.


The Council agreed that the new streamlined subdivision process, including the ability to review and approve the plans at the beginning of the process was beneficial for both the applicants and the town.

5. Adjournment

Councilmember Smith made a motion to adjourn the July 21, 2020 Town Council Special Meeting at 10:39 a.m.

The motion passed with a unanimous roll call vote.

Approved: August 10, 2020


Elizabeth Callis, Mayor


Karen Dewey, Town Clerk