

**TOWN OF PINE LEVEL
MINUTES OF
PINE LEVEL PLANNING BOARD MEETING
JULY 28, 2016**

MEETING INFORMATION

The Pine Level Planning Board met on Thursday, July 28, 2016 at 6:30 p.m. at the Pine Level Town Hall. The following members were present:

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| √ Randy Holloman | X Faye Starling (alt) |
| √ Berry Godwin | √ Cecelia Weaver (alt) |
| √ Janet Kleinert | X Randy Jones (alt) |
| √ Nester McClain | |
| √ Terry Rains | |
| √ Bob Harvey | |

Others present for the meeting were Thomas White, Mack Perry, and Merle Hall.
Staff present: Zoning Administrator Scottie Hayes and Deputy Clerk Connie Capps.

Chairman Randy Holloman called the meeting to order at 6:30 p.m. with a quorum present and the following business was transacted.

MINUTES

Berry Godwin made a motion to approve the minutes from the meeting held on June 23, 2016. Nester McClain seconded the motion. The minutes were approved as written.

MINOR SUBDIVISION REVIEW/ Pine Level United Methodist Church

Chairman Randy Holloman asked the surveyor Merle Hall, Thomas White or Mack Perry if they would like to speak with the board concerning their request. Merle Hall submitted a new map for the board to review. He said that the parcel of land owned by the Pine Level Pentecostal Holiness Church, located on the corner of 70-A Highway and Church Street, are selling this parcel of land to the Pine Level United Methodist Church to be used for parking. The portion of the property that the PLPH church sign is on will be divided off of the rest of the parcel and remain the property of the PLPH Church.

Chairman Randy Holloman said that this request would be considered as a minor subdivision due to the definitions from page 9 of the subdivision ordinance and the parcel being five acres

or less. The board agreed that the new map be considered as the final plat. Chairman Holloman also addressed that the map shows that the Planning Board Chairman sign the map but according to the subdivision ordinance the Subdivision Administrator should be the one to sign the subdivision maps. After some discussion, Nester McClain made a motion to recommend approval of the final plat for Pine Level United Methodist Church. Terry Rains seconded the motion. The motion passed on a unanimous vote.

MINOR SUBDIVISION AMENDMENT

Chairman Holloman next addressed the topic of subdivisions. He said in the past months the board has reviewed maps where a landowner wanted to cut a lot or two out of a larger parcel of land for family reasons. The landowner would have to go through the process of a major subdivision due to the parcel being more than five acres. He said that Johnston County had previously amended their ordinance to allow this process without going through the major subdivision process. He said that all board members had received a copy of the county's amendment and he asked if there was anyone wanting to discuss this amendment. After some discussion, Berry Godwin made a motion to recommend adding the following proposed text amendment to the Pine Level Subdivision Ordinance at the next town board meeting which will be held on August 11, 2016 and Terry Rains seconded the motion. The motion passed on a unanimous vote.

Proposed Text Amendment:

Minor Subdivision: A subdivision of a parent parcel, creating three lots or less in the five years prior to submittal for review in which: (1) does not involve any new dedication of public right-of-way to give access to interior lots or parcels; (2) does not involve the extension of public water or sanitary sewage lines; (3) will not adversely affect the development of the remainder of the parcel or of adjoining property; and (4) will not create any new or residual parcels which do not satisfy the requirements of this article or other applicable local and state controls.

ZONING ORDINANCE REVIEW

Group Homes and Family Care Homes

Next discussed in the review of the ordinance was the difference between Group Homes and Family Care Homes that was discussed at the July 28th meeting. The zoning ordinance only defines Family Care Homes, but both Group Homes and Family Care Homes are listed in the Table of permitted uses. Chairman Holloman told the board that after reviewing the information sent out and according to the General Statutes 168.21 Group Homes and Family Care Homes are basically the same according to the definitions, stating that no more than six

residents can be in either one and the Group Home or Family Care Home may not be located within a one-half mile radius of an existing Group Home or Family care home. He said that in Section 405.31 Family Care Homes are listed and defined and anyone wanting to build one would need to follow the guidelines.

RULES AND PROCEDURES

The Board next reviewed the Rules and Procedures for the Planning Board. Chairman Holloman said everyone received a copy to review. He said the rules were adopted in 2001 and he asked the board if they thought any changes needed to be made. The board agreed that no changes needed to be made.

Next the board reviewed Administration and Amendments. Berry Godwin read Section 601.1 pertaining to the zoning administrator and planning board members and what power and duties they are charged with. The ordinance states that if the zoning administrator finds that any of the provisions of the ordinance are being violated, the zoning administrator shall notify in writing the person(s) responsible for such violations, indicating the nature of the violation and ordering the action(s) necessary to correct it. He shall also take any other action authorized by the ordinance to ensure compliance with or to prevent violation of its provisions. Berry said that he thought it was very important that any and all violations be done according to the ordinance and to make sure a copy is kept in the files. Berry also said that the violations needed to be followed up on each week. He also read from page 76 Section 604 concerning the Certificate of Occupancy/Compliance. Connie Capps told the board that Johnston County sends the town a final certificate of occupancy on the zoning permits issued and they are kept in the files.

Planned Unit Developments and Sidewalk Sales and Displays were tabled for the next meeting.

MEETING ADJOURNED

There being no further business, Terry Rains made a motion to adjourn. Bob Harvey seconded the motion. The meeting ended at 8:00 p.m.

Connie N. Capps
Deputy Clerk

Randy Holloman, Chairman