



**TOWN OF PINE LEVEL**  
**MINUTES OF**  
**PINE LEVEL PLANNING BOARD MEETING**  
**JANUARY 26, 2023**

**MEETING INFORMATION**

The Pine Level Planning Board met on Thursday January 26, 2023 at 6:32 p.m. at the Pine Level Town Hall. The meeting was called to order by 2022 Chairman Randy Jones.

**ROLL CALL**

<u>✓</u> Randy Jones	<u>✓</u> Trenton Broadwell (alt 2)
<u>✓</u> Kevin Kornegay	<u>✓</u> Randy Holloman (alt 3)
<u>X</u> Terry Rains	<u>✓</u> Tonia Hill
<u>✓</u> Berry Godwin	<u>✓</u> Tammy Register
<u>X</u> Faye Starling	<u>X</u> Greg Johnson
<u>✓</u> Cecelia Joyner (alt 1)	

**STAFF PRESENT:** Zoning Administrator Scottie Hayes and Administrative Assistant Ashley Willoughby

**OTHERS PRESENT:** NONE

**ELECTION OF OFFICERS FOR 2023-**

Randy Jones asked Administrative Assistant Ashley Willoughby to recite the list of the 2022 Planning Board Officers. Ms. Willoughby said that last year's officers were Randy Jones as the Chairman, Kevin Kornegay as the Vice-Chairman, and Tonia Hill as the Secretary. Randy Jones asked Zoning Administrator Scottie Hayes to preside over the meeting during this discussion. Zoning Administrator Scottie Hayes stated the floor was open for nominations and asked if anyone would like to make any recommendations. Berry Godwin made a motion to re-elect the same officers from the previous year. Randy Holloman seconded the motion and with no further discussions or other nominations presented a vote was called for. The motion passed by unanimous vote.

### **2023 Planning Board Meeting Schedule-**

Chairman Jones opened the floor to discuss the 2023 Planning Board meeting schedule. He said he will not be able to attend next month's meeting, and Berry Godwin said he may not either. Zoning Administrator Hayes stated that the Board usually met on the third Thursdays in November and December. However, the original proposed third Thursday meeting planned for December was close to Christmas and he wasn't sure whether the Board members would be able to attend. Chairman Jones said that it could be changed to a different date if the Board would like to do so. Ms. Willoughby recommended that it could be moved to the second Thursday of December, which would be December 14<sup>th</sup>. Chairman Jones said that would be a better date since December is a busy holiday month. After some discussion, Vice-Chairman Kevin Kornegay made a motion to accept the 2023 meeting schedule with the condition that the December meeting date be changed from the 21<sup>st</sup> to the 14<sup>th</sup>. Secretary Tonia Hill seconded the motion and the motion passed by unanimous vote.

Chairman Jones stated that this Board will need to meet more on a regular basis, so they can be prepared prior to the moratorium on all major subdivisions expiring in October of this year. He said there is a lot that needs to be looked over regarding subdivisions and some changes that the Board needs to look at before the end of this moratorium. He said that there are many developers wanting to meet and discuss about future developments in or outside the city limits. The main reason for the moratorium was because of the infrastructure of the Town's water and sewer. The Town doesn't have the sewer allocations to handle all the current developments in progress or other future developments. At this moment, the Town is waiting for the County to provide more sewer allocations.

### **MINUTES- OCTOBER 27, 2022-**

Randy Holloman made a motion to approve the October 2022 minutes and was seconded by Kevin Kornegay. Motion passed by unanimous vote.

### **ORDINANCE UPDATE-**

The Planning Board members were given copies of the amendments to the ordinance made on December 11, 2022, by the Town Board. They also received new ordinance books with the updated Unified Development Ordinance.

### **DISCUSSION ON SUBSTANDARD LOTS AND STRUCTURES-**

Zoning Administrator Scottie Hayes gave a quick update on a few things happening in and around the Town. He said that the "purple" house (the house across from the Town Market located at 1725 US 70-A HWY) has been sold and the new owner has done an excellent job cleaning it up. The house on Manor Avenue, in Clearview Subdivision, has been given a contract for demolition. He said there are a couple houses on Main Street go through the same process, however, one of the owners has already signed an agreement. The agreement states that the owner has until May 2023 to demolish the structure. After such time if the structure has not been demolished, then the Town has the right to demolish it.

The Board then entered into a discussion about the substandard lots and structures within the Town's Unified Development Ordinance. (Reference: Unified Development Ordinance- Subsection Zoning- Section 501-506 on pages 70-72.) After some discussion, Chairman Jones asked Zoning Administrator Scottie Hayes to send those pages to Adam Lovelady of the UNC School of Government to review. In order to clarify what exactly the one hundred eighty (180) days refers/ applies to within this section. Also, including the question concerning what the process is for non-conforming lots before or after the existing structure is either demolished or damaged by some form of calamity as referenced in this section.

### **ORDINANCE DISCUSSION-**

Zoning Administrative Scottie Hayes mentioned to the Board that there have been inquiries made about putting storage units on a lot zoned as Residential- Agricultural District (RA) inside the Town's ETJ. He said there is nowhere in our ordinance that lists storage units as an acceptable use in RA. After some discussion, Zoning Administrator said that on the Table of Permitted Uses under Warehousing- Self-Storage that it is permitted for Highway-Business (HB) and Light- Industrial (LI). (Reference Unified Development Ordinance- Subsection Zoning- Table of Permitted Uses on page 24.)

### **OLD BUSINESS**

None

### **NEW BUSINESS**

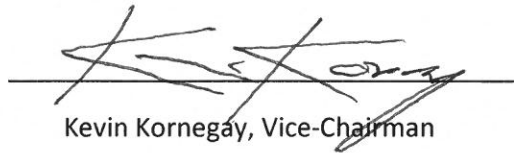
Chairman Jones said that he wants to look at improving the subdivision rules within the Unified Development Ordinance. One regarding that over a certain number of lots will have to have a retention policy. There are some water issues around the Town from building and run-offs, that are getting bad in some areas. Also, to improve or change the lot size requirements for each zoning district in our ordinance. Chairman Jones asked the other Board members to look through the ordinance and see if there is anything that this Board can improve on before the current moratorium expires in October of this year.

### **MEETING ADJOURNED**

There being no further business to discuss, Berry Godwin made a motion to adjourn. Trenton Broadwell seconded the motion. Motion passed by unanimous vote. The meeting adjourned at 8:00 p.m.



Ashley Willoughby, Administrative Assistant



Kevin Kornegay, Vice-Chairman