



**TOWN OF CALABASH
PLANNING AND ZONING BOARD
REGULAR MEETING
Monday, December 5, 2011
6:00 pm-SANBORN HALL**

AGENDA

CALL TO ORDER & PLEDGE TO FLAG:

APPROVAL/ADJUSTMENT OF AGENDA:

APPROVAL OF MINUTES:

1. November 7, 2011-Regular Meeting

PUBLIC COMMENTS:

OLD BUSINESS:

1. Discussion/Action to make a recommendation to the Board of Commissioners regarding proposed amendments to Section 16-4 of the UDO-Tree Protection for Undeveloped Property.

NEW BUSINESS:

1. Discussion/Action to make a recommendation to the Board of Commissioners regarding a proposed amendment to Section 24-16 Major Subdivision Final Plat Submission and Review (B) Improvement Guarantees (1) Agreement & Security Required (a)Cash or Equivalent Security [an amendment of language for consistency with §24-16(B)(1)].

BOARD COMMENTS:

ADJOURN:

**TOWN OF CALABASH
PLANNING AND ZONING BOARD
REGULAR MEETING
Monday, December 5, 2011 – 6:00 p.m.**

MINUTES

The Calabash Planning and Zoning Board (PZB) held their Regular Meeting on Monday, December 5, 2011, 6:00 p.m., at Town Hall, 882 Persimmon Road, Calabash, NC.

MEMBERS PRESENT: Sonia Climer, Chairman; John Thomas, Vice Chairman; Emily DiStasio; Josh Truesdale and Charles Daniels.

MEMBERS ABSENT: None.

STAFF PRESENT: Town Administrator Chuck Nance and Town Clerk Kelley Southward.

GUESTS PRESENT: Commissioner/Mayor-Elect Mary Knight and Commissioner-Elect Charles Walton, Mr. Scott Stewart and one town resident.

CALL TO ORDER/PLEDGE: Chairperson Climer called the meeting to order at 6:00 p.m. and led the Pledge of Allegiance.

APPROVE/ADJUSTMENT OF AGENDA: *Mr. Thomas motioned to approve the agenda as presented; seconded by Mr. Truesdale and unanimously carried.*

APPROVE/ADJUST MINUTES: *Ms. DiStasio motioned to approve the November 7, 2011 minutes; seconded by Mr. Truesdale and unanimously carried.*

PUBLIC COMMENTS: Mr. Stewart noted that there was a spelling error in the minutes. Ms. Southward stated that the spelling error was minor in nature (didn't affect intent or purpose) and it would be corrected.

OLD BUSINESS:

1. **Discussion/Action** to make a recommendation to the Board of Commissioners regarding proposed amendments to Section 16-4 of the UDO-Tree Protection for Undeveloped Property.

There followed a discussion based on a question raised by Ms. DiStasio regarding inconsistencies contained in several paragraphs on the circumference of oak trees. After the discussion it was determined to recommend that all references to circumference be consistent (12.5 inches for oaks and hardwoods and 18.5 inches for pines). PZB members also discussed changing the word "caliper" to "diameter" and change the title to "Tree Protection."

Mr. Truesdale motioned to recommend to the Board of Commissioners changes to Section 16-4 to include the title to "Tree Protection", "caliper" to "diameter" and the circumference of oak trees at 12.5 and pines at 18.5; seconded by Mr. Daniels and unanimously carried.

NEW BUSINESS:

1. **Discussion/Action** to make a recommendation to the Board of Commissioners regarding a proposed amendment to Section 24-16 Major Subdivision Final Plat Submission and Review (B) Improvement Guarantees (1) Agreement and Security Required (a) Cash or Equivalent Security [an amendment of language for consistency with §24-16(B)(1)].

Following discussion there was a consensus of opinion to recommend to the Board of Commissioners to make the intent with the preceding paragraph (Section 24-16(A), to replace the word "subdivider" to "engineer." *Mr. Truesdale motioned to recommend to the Board of Commissioners to change paragraph (B) from subdivider to Town Engineer; seconded by Ms. DiStasio and unanimously carried.*

PUBLIC COMMENTS: None.

BOARD COMMENTS: None.

ADJOURN: *Mr. Thomas motioned to adjourn; seconded by Mr. Truesdale and unanimously carried.*

(SEAL)

Chairperson Sonia Climer

Attest:

Kelley Southward