

**TOWN OF CALABASH
PLANNING & ZONING BOARD
REGULAR MEETING
Monday, July 06, 2009
6:00 pm-Town Hall in the Town Administrator's Office**

MINUTES

The Calabash Planning & Zoning Board held a Regular Monthly Meeting on Monday, July 06, 2009, 6pm at Town Hall in the Town Administrator's office (the meeting was open to the public), 882 Persimmon Road, Calabash, NC. The Meeting was held in the Town Administrator's office because a Special Meeting of the Board of Commissioners occupied Sanborn Hall.

MEMBERS PRESENT: Chairman J.W Brown, Ms. Alinda Lewis Meares, Mr. John Thomas, and Mr. Marty Keefe; a quorum was present.

MEMBERS ABSENT: Vice Chairman Gary Cooper.

STAFF PRESENT: Kelley Southward, Town Clerk and Stanley Dills, Building Inspector.

GUESTS PRESENT: None.

CALL TO ORDER/PLEDGE TO FLAG: Chairman Brown called the Meeting to order at 6:05 pm; he delayed starting by five minutes due to the location change and led the Pledge of Allegiance to the Flag.

APPROVAL/ADJUSTMENT TO AGENDA: Staff requested that the P/Z Board add one item to New Business regarding a farmer's market. *Ms. Lewis Meares motioned to add Item #1 to New Business: "Discussion/Make a recommendation to the Board of Commissioners regarding Farmer's Market, to be included in Title XI of the Code of Ordinances."* Mr. Thomas seconded the motion and the motion carried unanimously. *Ms. Lewis Meares motioned to approve the agenda, as amended; seconded by Mr. Keefe and unanimously carried.*

APPROVAL OF MINUTES: *Mr. Keefe motioned to approve the minutes of June 1, 2009, Regular Meeting, as written; seconded by Mr. Thomas and carried unanimously.*

PUBLIC COMMENTS: None

TOWN CLERKS REPORT: the written report is attached hereto and made part of these minutes. Ms. Southward verbally went over her report; the most important matter was the fact that Ms. DeMarco and Mr. Watts have been removed from the Planning & Zoning Board; due to the annexation that became effective July 1, 2009, the two long-term members are no longer eligible to serve as the ETJ members. The Town must solicit membership from what is left of the ETJ—Clariday Woods, the majority of Devaun Park, and Harbor Watch. The PZ members

felt the vacancies should be advertised in the local paper and if no qualified applicants are found a mailing to these subdivisions should be considered.

OLD BUSINESS:

1. Discussion/Action to make changes to proposed ordinance amendments (#2009-0402.01 and #2009-0402.02) as they pertain to setbacks in PUDs and Subdivisions; as directed by the Board of Commissioners. The Clerk explained that the Board of Commissioners discussed this amendment at their June Meeting and directed the Town Administrator to take it back to the PZ Board to be rewritten to address their concerns. Mr. Cribb was not able to put the BOC's concerns in writing for the PZ packages because he was preparing for the first annual Independence Day Celebration and planned to relay the BOC's concerns to the PZ Board in person this evening. However, because the BOC Special Meeting has overlapped the PZ Board, Mr. Cribb is not present; the Clerk suggested the PZ Board table this matter. Mr. Keefe went on record to state that he feels no changes should be made to the setback regulations but would do whatever the other members want to do this evening. *Mr. Keefe motioned to table Old Business item #1 until such time as the Town Administrator could relay information from the BOC; seconded by Mr. Thomas and unanimously carried.*
2. Update from Mr. Cooper regarding the Ordinance Review Committee's (ORC) progress. Since Mr. Cooper was not in attendance Ms. Southward gave the ORC update. She relayed that the ORC has basically completed their review; they just have a few sections of the last Article to go and then they will go over items they "flagged" throughout their review. The ORC has scheduled two meetings for this week and they should be done. The BOC has requested the ORC to submit all their changes to the PZB on Ordinance Change Request Forms. In addition to this, the ORC has requested Holland Consulting Planners (HCP) to provide an electronic copy of the UDO so that they can make the changes to the document itself. Ms. Lewis Meares requested the Clerk get clarification from the BOC because a Commissioner had relayed to her that it would be necessary for the proposed changes to receive a legal review to ensure none of the changes violate state or federal regulations.

NEW BUSINESS:

1. Discussion/Make a recommendation to the Board of Commissioners regarding Farmer's Market, to be included in Title XI of the Code of Ordinances. Mr. Cribb had provided copies of Shallotte's Farmer's Market regulations. The PZB reviewed the regulations and felt it was too in depth and Calabash should start with something simpler. The PZB felt it would be a good thing if only produce (fruits and vegetables) were permitted for sale; this would include canned fruits and veggies as well as jellies, jams, and preserves. *Ms. Lewis Meares motioned to recommend to the Board of Commissioners that they include a Farmer's Market ordinance in Title XI (Business Regulations) of the Code of Ordinance but that only produce be permitted for sale at this time; seconded by Mr. Thomas and carried unanimously.*

BOARD COMMENTS: None.

ADJOURN: Mr. Keefe motioned to adjourn, seconded by Ms. Lewis Meares and carried by a unanimous vote; the Meeting adjourned at 6:55 pm

(Seal)

J.W Brown, Chairman

Attest:

Kelley Southward, Town Clerk