

Town of Weaverville
Planning and Zoning Board
Minutes – Tuesday, March 6, 2018

The Planning and Zoning Board of the Town of Weaverville met for a regularly scheduled monthly meeting at 6:00pm on Tuesday, March 6, 2018 within Council Chambers at Weaverville Town Hall.

Present: Chairman Doug Theroux, Vice-Chairman Gary Burge, Board Members Catherine Cordell, Leslie Osborne and Peter Stanz, Alternate Board Members John Chase and Steve Warren, Town Attorney Jennifer Jackson and Planning Director James Eller.

1. Call to Order.

Chairman Doug Theroux called the meeting to order at 6:00 pm.

2. Approval of the Minutes from the February 6, 2018 Meeting of the Board.

Mr. Stanz motioned to adopt the minutes as amended. Said amendments were related to two minor revisions found on page four of five. Mr. Burge seconded and all voted unanimously.

3. Discussion Related to the Rules of Procedure of the Planning and Zoning Board.

Ms. Jackson presented and reviewed the proposed rules of procedure for the Planning and Zoning Board noting that said rules had been previously reviewed by Mayor Root, Chairman Theroux and staff. Following a lengthy discussion consensus was gained that within rule 8 there shall be a second required for each motion. Additionally, consensus was gained that within motion 8 no time frame should be established for debate before the Board but a full consideration will be used as the standard for a motion on the previous question.

4. Consideration of a Motion Adopting the Rules of Procedure of the Planning and Zoning Board. Said Rules shall be subject to the Approval of Town Council.

Ms. Cordell motioned to approve the rules of procedure as amended. Mr. Stanz seconded and all voted unanimously.

5. Review Related to the Duties and Responsibilities of the Planning and Zoning Board.

Ms. Jackson provided the Board with an overview of their duties and responsibility prescribed by both state statute and municipal ordinance.

6. Discussion Related to a Statutory Modification for Plan Consistency Statements.

Ms. Jackson provided the Board with a post from the University of North Carolina School of Government Coates Cannon Blog which described a statutory modification for plan consistency statements. Effective in October of 2017, said statements must take the form of one of the following related to the Town's Comprehensive Land Use Plan.

- A statement approving the proposed zoning amendment and describing the consistency with the plan
- A statement rejecting the proposed zoning amendment and describing the inconsistency with the plan
- A statement approving the proposed amendment and declaring that this also amends the plan, along with an explanation of the change in conditions to meet the development needs of the community that were taken into account in the zoning amendment.

7. Review and Discussion Related to the Approval Process for Major Subdivisions.

Ms. Jackson provided the Board with an overview of each step taken in the approval process for a major subdivision. Mr. Eller expressed a desire to simplify the process as well as gauging Town Council's interest in delegating the final approval of subdivisions to the Planning and Zoning Board due to the administrative nature of the decision being made.

8. Any Other Business to Come Before the Board.

No further business was discussed or conducted by the Board.

9. Adjournment.

Ms. Cordell motioned to adjourn. Mr. Stanz seconded and all voted unanimously.



Doug Theroux, Chairman
Planning and Zoning Board

ATTEST:



James W. Eller
Planning Director / Deputy Town Clerk