

BOARD OF COMMISSIONERS

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Camden County Planning Board
Record of Proceedings
October 19, 2005
7:00 PM
Camden County Courthouse Courtroom

Chairman James Burnham called to order a meeting of the Camden County Planning Board with the following members present:

Chairman James Burnham
Members Calvin Leary, Ray Albertson, Michael Etheridge, Robert Woodrow and Terri Griffin

Also present were Dan Porter, Planning Director, Dave Parks, Permit Officer and Randell Woodruff, County Manager.

Board members absent were: Rodney Needham

Chairman Burnham called for consideration of the agenda. Dave Parks requested to amend the Agenda item 3 to change date of minutes to September vice July and to add info from staff – School capacity and Smart Growth meeting. Calvin Leary made a motion to approve the agenda. Bob Woodrow seconded the motion. The motion passed 6-0.

Chairman Burnham called for consideration of the September 21, 2005 minutes. Woodrow made a motion to approve the minutes. Etheridge seconded the motion. The motion passed 6-0.

Chairman Burnham called for comments from the public. No comments.

New Business

Item # 1 Special Use Permit (UDO 2005-09-27) William Norton – Home Occupation

Staff stated the application was for a Home Occupation for William Norton to utilize his garage as an office for Camden Trophy. Staff stated that Mr. Norton was present to answer any questions and that staff recommended approval with conditions as noted in the Findings of Facts. Woodrow asked if the production process was being done there. Mr. Norton stated that the telephones will be the only equipment there right now and the laser machine will not come in till spring time. Mr. Norton stated that he owns a parcel of land on Highway 158 and is waiting to see what NCDOT is doing as far as the widening and when completed he plans on putting in a strip mall there and then will relocate Camden Trophy back there.

Bob Woodrow asked Mr. Norton if the retail traffic will be in his Elizabeth City Office and Mr. Norton stated that approximately 99% will be in Elizabeth City. Chairman asked if there were any more questions. Terri Griffin made a motion to approve the application, Bob Woodrow seconded the motion and the motion passed on a 6-0 vote.

Item # 2Special Use Permit (UDO 2005-09-35) Marsha Insley – Home Occupation

Staff stated the application was for a Home Occupation for Marsha Insley. Business requested is a Bakery to be conducted out of the garage on a pick-up/carry-out basis. Staff stated some of the concerns were with the septic system and traffic generation as he received calls from adjacent property owners. Staff referred to letters from the Food and Drug Administration and the Health Department stating as long as Mrs. Insley didn't let the flour to get into the tank that she would have no problems. Staff also stated that the traffic concerns would be minimal as the business would be for pick-up/delivery only. Staff recommended approval with conditions as stated in findings of facts. Mrs. Insley stated that the concern with the Health Department and Food and Drug Administration is with raw flour getting into the septic and she stated she would dispose it into a trash can. Terri Griffin asked about the location in the garage. Mrs. Insley stated that she has pets and could not have it in the house per the Food and Drug Administration. Mr. Leary discussed the traffic concerns and that with the conditions the county would be protecting itself. Michael Etheridge made a motion to approve the Special Use Permit with the conditions as stated in the findings of facts. Bob Woodrow seconded the motion and the motion passed on a 6-0 vote.

Item # 3Proposed amendments – Code of Ordinances Article 151

Staff started of by explaining how they viewed development according to the land use plan and that some of the proposed changes are more significant than other minor changes. Staff stated that the board could separate the changes into minor and major changes and they could push the minor changes through for approval and spends more time to review the major changes. Or consider all the changes at once. Terri Griffin asked about interpretation of ordinances and gave the Height Restrictions as an example. Staff stated that particular article is more defined in the proposed changes thus explaining where the maximum height of thirty-five feet was measured from. Staff went over the County's three Core Villages and that these are the areas we want to focus our development. Discussed restrictions on development within the flood plain. Also staff talked about clustering development within the villages and limiting developing outside the villages. Dan Porter talked about commercial development and setbacks in the NC and CC districts. Staff discussed proposed changes up to Article 151.215. Significant changes that were discussed dealt with new zoning districts, density (lot sizes), access to lots, and exempt subdivisions. Staff informed Planning Board to review proposed changes and that items of significant can be talked about at the next meeting along with the next section of proposed changes. Staff talked about holding some special meetings just for ordinance updates.

Items from Board and Staff

There will be a Class on Smart Growth December 6, 2005 in Manteo.

Next Meeting Date

The next meeting date will be a special meeting to discuss proposed ordinance changes on Tuesday, November 8, 2005 at 6:00pm.

Adjournment

Needham made a motion that the meeting be adjourned. Griffin seconded the motion. The motion passed 6-0. 9:54 PM.

Approved: _____

Chairman

ATTEST:

Melissa Joines, Clerk to the Board