

**Minutes
Regular Meeting of the
Aberdeen Planning Board**

March 21, 2019
Thursday, 6:00 pm

Robert N. Page Municipal Building
Aberdeen, North Carolina

The Aberdeen Planning Board met Thursday, March 21, 2019 at 6:00 p.m. for a Regular Meeting. Members present were Vice Chair Bryan Bowles, Bill Prevatte, Heidi Whitescarver, and alternate Diane Innes. Members not present were Chairman Raymond Lee, Janet Peele, Tim Marcham, Roger Bone, and Brooks Pomeranz. Staff Members in attendance were Planning Director Justin Westbrook and Administrative Assistant Megan Henderson.

1. Call to Order

Vice Chair Bryan Bowles called the meeting to order at 6:01 p.m.

2. Approval of Agenda

A motion was made by Ms. Whitescarver, seconded by Mr. Prevatte, to approve the agenda as presented. Motion unanimously carried 4-0.

3. Approval of Minutes

a. Regular Meeting of February 21, 2019

A motion was made by Mr. Prevatte, seconded by Ms. Whitescarver, to approve the minutes of the meeting on February 21, 2019. Motion unanimously approved 4-0.

4. New Business

a. CU-19-03, Conditional Use Permit, Oxendine, 131 Ampersand Rd. for a house of worship in a C-I District (commercial and industrial).

The applicant was not in attendance.

Mr. Prevatte made a motion to continue item 4-a to the next meeting in April. Ms. Whitescarver stated she would like to wait until 6:15 p.m. to give the applicant a chance to arrive. Mr. Prevatte withdrew the motion to continue and the Board agreed to move on to item 5 – Old Business.

At 6:32, the applicant was still not present.

A motion was made by Mr. Prevatte, seconded by Ms. Whitescarver, to continue item 4-a to the next regular meeting in April. Motion unanimously carried 4-0.

5. Other Business

Director Westbrook stated staff is working on a comprehensive rewrite of the Unified Development Ordinance (UDO) and explained the purpose behind doing so. He presented a chart showing the current chapters and the proposed new chapters/subchapters. Director Westbrook stated the goal is to have a more customer friendly UDO with an easier readability.

Ms. Innes asked if the previously made changes that were sent to the Board of Commissioners were now part of the old UDO. Director Westbrook stated that is correct.

Director Westbrook stated the intent is for multiple boards, including the Planning Board, to have a chance to view the drafts of certain chapters and to be a part of reviewing and finalizing them. The rewrite is broken into stages with respective difficulty levels. The Board will see a draft at least twice, and each draft will be distributed a week in advance for the Board to review. Members can then present their recommendations at the next meeting.

Mr. Bowles asked if the Town attorney would be involved in the rewrite. Director Westbrook stated the attorney is already involved. The attorney is not reviewing for content, but reviewing from a legal challenge standpoint. Each draft given to the Board will already have the attorney's approval.

Mr. Bowles suggested allowing the Historic Preservation Commission to review the signage section for portions relevant to the historic district. Director Westbrook stated that was a great idea and a great example of the kind of feedback staff is looking for.

Director Westbrook presented a timeline for the rewrite, as well as when each board can expect to see a draft and review each stage. After the final review, the final draft will be presented to the Board of Commissioners. Director Westbrook stated the goal is to be done with the rewrite by November. He stated staff has a running "wish list" of things to incorporate into the UDO and the Planning Board is welcome to make recommendations for that wish list.

There were no questions or comments from the board.

6. Adjournment

A motion was made by Ms. Innes, seconded by Mr. Prevatte, to adjourn the meeting. Motion unanimously carried 4-0. Meeting adjourned at 6:34 p.m.

Megan Henderson

Megan Henderson, Administrative Asst.
Minutes were completed in draft form
on March 22, 2019.

Bryan K. Bowles

Vice Chair, Bryan Bowles
Minutes were approved on
April 18, 2019.