

**TOWN OF MIDWAY
PLANNING & ZONING BOARD MINUTES
MAY 28, 2013 – 5:00 P.M.**

**MINUTES OF MIDWAY PLANNING & ZONING BOARD REGULAR MEETING HELD ON
MAY 28, 2013 AT 5:00 P.M. AT THE MIDWAY FIRE AND RESCUE BUILDING, 228 MIDWAY
SCHOOL ROAD, MIDWAY, NORTH CAROLINA**

CALL TO ORDER

Chairperson Charles Waddell called the meeting to order.

Planning & Zoning Board members present were: Jackie Edwards, Lynn Griggs, Keith Leonard, LeeAnn Thomas, and alternate member Jamie Hester. Absent: None. Town Manager Ryan Ross, Town Clerk Linda A. Hunt, and Town Planner Andy Goodall were present.

APPROVAL OF MINUTES

Board member Lynn Griggs noted the location of the April 30, 2013 was incorrect and should reflect Midway Fire and Rescue Building instead of Town Hall as written.

On motion by Board member Jackie Edwards, seconded by Board member LeeAnn Thomas, the Planning & Zoning Board voted unanimously to approve the April 30, 2013 minutes as amended.

ADOPT AGENDA

On motion by Board member LeeAnn Thomas, seconded by Board member Jackie Edwards, the Board voted unanimously to adopt the agenda as amended.

PUBLIC COMMENT PERIOD

There were none.

PLANNING BOARD CASES

There were none.

OTHER BUSINESS

HINES SUBDIVISION PLAT (LOT 2)

On May 6, 2013 the Town Council approved a minor Nathaniel and Ruby Hines subdivision plat (2013-MS-01) submitted by Kenneth Foster, PLS, that created a 2.95 acre parcel (14.21 parent parcel) at 263 Norman Shoaf Road.

On May 16, 2013, Mr. Foster submitted a second one (1) lot minor Nathaniel and Ruby Hines subdivision plat for the property located at 263 Norman Shoaf Road for approval by the Town. The proposed plat creates a 1.0 acre parcel adjacent to the recently created parcel referenced above.

In accordance with the Town of Midway Subdivision Ordinance, the Planning & Zoning Board must make a recommendation to the Town Council for all subdivision plats.

Town Planner Andy Goodall stated the staff has reviewed the plat and the newly created lot meets all the minimum requirements of the Town of Midway Subdivision and Zoning Ordinances and recommends approval of the proposed plat.

Discussion followed regarding the access and utility easement as shown on the plat for the new lot with Board member Lynn Griggs stating he felt the proposed 30-foot access and utility easement was not sufficient and he would abstain from voting on the plat. Staff explained that it is the duty of every member of the Board to vote except upon matters involving the consideration of his or her own financial interest or official conduct or on matters on which the member is prohibited from voting under. In all other cases, a failure to vote by a member who is physically present, or who has withdrawn without being excused by a majority vote of the remaining members present, shall be recorded as an affirmative vote.

On motion by Board member Keith Leonard, seconded by Board member LeeAnn Thomas, the Board voted unanimously to recommend Town Council approval of the Nathaniel and Ruby Hines minor subdivision plat (2013-MS-02) to create a 1.0 acre parcel adjacent to the recently created 2.95 acre parcel.

REPORTS

ZONING ADMINISTRATOR'S REPORT

Town Planner Andy Goodall gave the Board an update on the progress made on complaints received and zoning permits issued. Mr. Goodall stated he would have to contact the State again about the situation at Leisure Time.

TOWN MANAGER'S REPORT

There were none.

REPORTS FROM PLANNING BOARD MEMBERS

There were none.

ADJOURNMENT

On motion by Board member Jackie Edwards, seconded by Board member LeeAnn Thomas, the Board voted unanimously to adjourn the meeting.

Charles Waddell, Chairperson

Linda A. Hunt, Town Clerk