



**TOWN OF MIDWAY
PLANNING & ZONING BOARD MINUTES
TUESDAY, MAY 26, 2020**

**MINUTES OF MIDWAY PLANNING & ZONING BOARD MEETING HELD ON TUESDAY,
MAY 26, 2020 AT 5:00 P.M. AT MIDWAY TOWN HALL, 426 GUMTREE ROAD, MIDWAY,
NORTH CAROLINA**

CALL TO ORDER

Chairman LeeAnn Tuttle-Thomas called the meeting to order.

Planning & Zoning Board members present were: Charles Waddell, Jamie Hester, Carl Tuttle, LeeAnn Tuttle-Thomas and James Smith. Absent: None. Alternate: Vacant.

Town Manager Tammy Michael, Town Clerk Linda Hunt and Deputy Clerk Tammy Robertson were present.

APPROVAL OF MINUTES

On motion by Board member Charles Waddell, seconded by Board member Jamie Hester, the Board voted unanimously to approve the April 28, 2020 minutes as presented.

ADOPT AGENDA

On motion by Board member James Smith, seconded by Board member Carl Tuttle, the Board voted unanimously to adopt the agenda as presented.

PUBLIC COMMENT PERIOD

There were none.

REGULAR BUSINESS

LAND USE PLAN UPDATE – JASON EPLEY PRESIDENT - BENCHMARK CMR, INC.

The Town's current ten year Land Use Plan which covers the time period from 2010-2020 is due to be updated. At the Town Council Regular meeting held on February 3, 2020, Council approved a contract with Benchmark CMR, Inc. to update the plan. Benchmark also worked with the Planning Board to develop and create the original plan.

A current, relevant and digitized Land Use Plan is paramount to ensure the Town of Midway remains on the radar of economic development and planned and sustained growth.

The update to the Land Use Plan will allow the community to provide input into the desired future growth pattern of the Town and will set forth a path to achieving that future vision.

Mr. Jason Epley, President of Benchmark CMR, Inc. presented to the Planning Board an overview of the work that would be involved to update the Town's current Land Use Plan.

The Land Use Plan serves as the primary policy guide for decision making regarding:

- Land Use and Development
- Transportation
- Utilities
- Parks and Recreation
- Capital Investments

Mr. Epley presented to the Planning Board the proposed planning process and a twelve to thirteen month time frame to complete the update to the Land Use Plan.

The project phases include the following:

- Phase One – Update Background Research
- Phase Two - Visioning and Development of Goals
- Phase Three - Objective and Strategy Development
- Phase Four - Draft Plan Development and Review
- Phase Five – Final Plan Development and Review
- Phase Six – Adoption Process

In the Planning Process, Mr. Epley anticipates having the following:

- Seven meetings with the Planning Board
- Two meetings with Town Council
- A Community Survey (Digital/Online)
- Two Public Drop-in Meetings
- Adoption Meetings

The timeframe for Phase One to be completed is March 2020 - July 2020 and it will cover the following topics:

- Demographic and Economic Analysis
- Existing Conditions
- Planning Board Meeting
- Develop public engagement plan and project website

Mr. Epley asked for input from the Planning Board about what changes they have seen taken place in the Town since the current Land Use Plan was adopted in 2010. Those changes include the following:

- Two new schools (Oak Grove Middle and Oak Grove High) which has created more traffic and an increased need for housing in the Midway area.
- The opening of the first phase of the Town Park with the walking trails. Phase two which includes the playground is targeted to be open summer of 2020 and phase three which will consist of the picnic shelters and gazebo is estimated to be completed in approximately eighteen months.
- Designation of Interstate-285
- Alcohol Referendum passed in November 2016
- The Midway Branch of First National Bank closed in April 2020
- Midway gained a Cash Points in the Midway Commons Shopping Center
- New car wash on Old US Hwy 52

Concerns of not having a grocery store and restaurant in the Town were also discussed. The Planning Board hopes that with the new designation of Interstate-285, the market will allow for that growth in the Town in the near future.

Mr. Epley anticipates eventual growth in the Town with the addition of the new schools, the Town Park and access to new Interstate-285. Mr. Epley stated that now is the time to plan for that growth and that the Planning Board along with Council can influence the growth for the Town. The Town needs to be positioned to take advantage of the opportunity when it arises.

Mr. Epley wants input from the Planning Board in the Community Survey. He will have a draft survey for the Planning Board to review at their Planning Board meeting on June 30, 2020 before it is sent out to the public for their response in July.

ELECTION OF OFFICERS – CHAIRPERSON

Chairperson LeeAnn Tuttle-Thomas opened the floor for nominations for Chairperson of the Planning Board.

James Smith nominated LeeAnn Tuttle-Thomas for Chairperson.

There being no further nominations, the floor was closed.

On motion by Board member Charles Waddell, seconded by Board member Jamie Hester, the Board voted unanimously to elect LeeAnn Tuttle-Thomas as Chairperson of the Planning and Zoning Board.

ELECTION OF OFFICERS – VICE-CHAIRPERSON

Chairperson LeeAnn Tuttle-Thomas opened the floor for nominations for Vice-Chairperson of the Planning Board.

Jamie Hester nominated Carl Tuttle for Vice-Chairperson. LeeAnn Tuttle-Thomas nominated Jamie Hester for Vice-Chairperson.

Jamie Hester withdrew her name from consideration.

There being no further nominations, the floor was closed.

On motion by Board member Jamie Hester, seconded by Board member Charles Waddell, the Board voted unanimously to elect Carl Tuttle as Vice-Chairperson of the Planning and Zoning Board.

Deputy Clerk Tammy Robertson administered the oaths of office to LeeAnn Tuttle-Thomas Chairperson and Carl Tuttle Vice-Chairperson. Terms of office expire March 2021.

ADJOURNMENT

On motion by Board member James Smith, seconded by Board member Charles Waddell, the Board voted unanimously to adjourn the meeting at 5:57 p.m.

LeeAnn Tuttle-Thomas, Chairperson

Tammy H. Robertson, Deputy Clerk