1. **Call to Order**

2. **Recognition of Quorum**

3. **Approval of Agenda**

4. **Approval of Minutes**

5. **Planning Board Cases**
   
   None

6. **Board of Adjustment Cases**
   
   None

7. **Other Business**
   
   (a) **Manufactured Housing Overlay District Meeting and Notice Discussion**
   
   Finalization of plans for holding a public information meeting on the proposed overlay district.

   (b) **Staff Report**
   
   Presentation of Planning staff activities for the Month of September

8. **Adjourn**
Members Present: Chairman John Murdock, James Senecal, Shirley Freeman
Whit Moose, Jr. Penny Suggs, Alternate Margaret Strickland.

Staff Present: Vagn Hansen of Benchmark, Joy Eudy Clerk to Board,
Adrian Cox, Town Administrator.

Call to Order:

Chairman Murdock called the meeting to order.

Quorum:

Chairman Murdock stated we had a Quorum present.

Approval of Agenda:

Chairman Murdock entertained a motion to approve the agenda. Board Member
Penny Suggs made a motion to approve the agenda. Board Member Whit Moose,
Jr. seconded the motion with all members in favor 5-0.

Approval of Minutes:

Chairman Murdock asked if there were any corrections to be made to the minutes.
After corrections were made, Chairman Murdock entertained a motion to approve
the minutes.
Board Member Penny Suggs made a motion to approve the minutes with
corrections made. Board Member James Senecal seconded the motion with all
members in favor 5-0.

Old Business: Manufactured Housing Overlay District

Chairman Murdock turned this portion of the meeting over to Vagn Hansen of
Benchmark.
Vagn Hansen of Benchmark stated at the previous Planning Board meeting, the
potential areas for the establishment of the Manufactured Housing Overlay District
were discussed, and ultimately narrowed down from four to three areas with the
elimination of the manufactured home park on NC 49 from consideration.
It was decided that the upcoming meeting would be used to finalize the wording of letters to affected property owners, establish a dated and time for the meeting and prepare a set of discussion items for the meeting.

Vagn Hansen of Benchmark had a sample letter that he read to the Board Members, stating that a public hearing information meeting will be held on Monday November 8th, 2010 at 7:00 P.M. This meeting is to discuss the potential establishment of a manufactured housing overlay district that could affect property that you own in the Town’s zoning jurisdiction. The letter stated your attendance at this meeting is important, since the Board’s future actions could affect the use of your or your neighbors’ property.

Vagn Hansen said there were certain needs that need to be understood. Property owners need to know there will be no action taken now. Vagn Hansen asked the Board how they felt about the letter. There was some discussion about the letter and how each board member felt. Chairman Murdock wanted to underline the word potential and Board Member Whit Moose, Jr. wanted to leave out (the use of) in paragraph 1 and the underlying R 1 in paragraph 2. Board Member James Senecal wanted to know when it is finished, will it be done. Vagn Hansen of Benchmark stated there could be some appeals.

Chairman Murdock asked if there could be a question and answer period. Vagn Hansen said if you open it up for questions and answers, you probably will get everything except mobile homes. I would just invite people up to speak by areas.

Chairman Murdock asked Vagn Hansen if he could make an outline and maps with road names and send them to the Board Members.

With no other comments or questions, the meeting was turned over again to Vagn Hansen of Benchmark.

Staff Report:

Rezoning

Vagn Hansen of Benchmark gave the Staff Report. He said the Planning Board’s action to establish C-2 (General Commercial) zoning on the recently annexed property located at 6300 NC highway 49 North was appealed, and the Town Board held a public hearing to make a final determination on the zoning of the property. Following the public hearing, the Town Board voted to initially zone the property AG (Agricultural), which is a permitted action since the AG district is a less intense zoning district than C-2.

Text Amendment:

TA 2010-02: The Town Board of Commissioners held a public hearing and approved the amendments to Article 4.15 of the UDO, related to Manufactured Housing Overlay Districts.
Adjournment:

With nothing else to come before the Board, Chairman Murdock entertained a motion to adjourn. Board Member Whit Moose, Jr. made a motion to adjourn. Board Member James Senecal seconded the motion with all members in favor 5-0.

Chairman John Murdock III

Clerk to Board Joy Eudy