

1 **Minutes of the New Bern Planning & Zoning Board**  
2 **January 7, 2014**  
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4 The regularly scheduled meeting of the New Bern Planning & Zoning Board was held in the City  
5 Hall Courtroom, 300 Pollock Street, on Tuesday, January 7, 2014 at 6:30 PM. The meeting was  
6 preceded by a 5:30 pm work session  
7

8 **Members present:** Mr. Tim Tabak, Chair  
9 Mr. Kenneth Peregoy, Vice-Chair  
10 Ms. Stevie Bennett  
11 Mr. Jimmy Dillahunt  
12 Ms. Tiffany Dove  
13 Mr. Patrick McCullough  
14 Mr. Bill Stamm  
15 Ms. Dorothea White  
16 Ms. Velda Whitfield  
17

18 **Members absent:** None  
19

20 **Members Excused:** Mr. Byron Walston  
21

22 **Staff present:** Mr. Bernard George, AICP  
23 Planning Division Manager  
24  
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26 Chairman Tabak called the meeting to order. Roll call was taken and a quorum declared.  
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28 **Prayer:** A prayer for guidance was given by Mr. George.  
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30 Chair Tabak provided an introduction to the purpose and responsibilities of the Planning &  
31 Zoning Board.  
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33 Chair Tabak questioned if there were current openings on the Board. Mr. George advised there  
34 were none at this time. He provided an appointment roster at the December meeting. Mr. George  
35 advised there will be three vacancies coming open at the end of this term, which ends June 30<sup>th</sup>.  
36

37 Chair Tabak noted the vacancies will be in Wards 4 and 6. Mr. George explained the process of  
38 nominations and decisions for those vacancies.  
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40 Mr. George noted the terms are a maximum of two years. One of the vacancies will be  
41 Chairman Tabak's position.  
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43  
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46 **Minutes:** Minutes from the December 2013 meeting were presented. Reading of the  
47 minutes was waived.  
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49 **Motion** made by Mr. Pat McCullough for approval as presented. Motion was  
50 seconded by Vice-chair Peregoy. Minutes were unanimously approved.  
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52

## 53 **New Business**

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### 55 **A. Annual Planning and Zoning Board Report**

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57 **Staff Comments:** Mr. George presented the proposed meeting schedule for 2014. He advised if  
58 approved, this schedule will be posted on the City website and a copy sent to the local  
59 newspaper. Upon inquiry, no members had any issue with the schedule as presented.  
60

61 **Board Discussion:** Mr. Jimmy Dillahunt questioned if there was inclement weather, will the  
62 meeting be postponed and rescheduled. Mr. George advised that to be correct; the rescheduled  
63 meeting would be considered a call meeting, and the appropriate board and public notification  
64 processes would followed.  
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66 **Motion:** Vice-Chair Peregoy motioned to approve the 2014 Meeting Schedule as  
67 presented. Motion seconded by Mr. Bill Stamm. Motion was approved by unanimous  
68 vote.  
69

### 70 **B. Appointment of Report Subcommittee**

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72 **Staff Comments:** Mr. George advised he would be passing out two items for the Board's  
73 review:  
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75 1) Planning & Zoning Law Bulletin which includes recently adopted legislation by the General  
76 Assembly that affects Land Use Regulations which this board purviews. Mr. George provided a  
77 condensed summary by the School of Government of the most recent adopted legislation that  
78 affects planning and development regulations in the state of North Carolina.  
79

80 Mr. George advised the most significant changes by the General Assembly pertain to the area of  
81 Boards of Adjustment, as well as changes to the notification process. This is the first overall re-  
82 write in the past 20 to 30 years. The North Carolina Bar Association oversaw these changes,  
83 recognizing there were voids in legislation that needed to be addressed to assist Boards of  
84 Adjustment function. Some of the recently passed laws could also affect the Planning & Zoning  
85 Board as well. Clarification of processes and procedures for Quasi-judicial boards were  
86 included, and while the Planning & Zoning Board doesn't typically handle these matters, there  
87 could be some appeals of the decisions of this Board including general plan requests. According  
88 to the new legislation, any final decision of a board could now be appealed to a city board,  
89 essentially the Board of Adjustment. Staff is now assisting the City Attorney to review and  
90 amend the City ordinances so as to be more consistent with the changes in the general statutes.  
91

92 2) Mr. George advised the second document provided contains a list of development and  
93 planning projects that have been considered over the past year. The list is comprised of about 30  
94 projects. At the October board meeting, Mr. George initially provided this document for review  
95 during discussion of the Planning and Zoning Board's annual report. He displayed the document  
96 on the overhead projector for review and discussion.

97  
98 Mr. George explained the purpose of the projects document is to assist with preparation of the  
99 board's annual report and 2014 work plan by reviewing projects completed during the past year  
100 to help with development projections for the upcoming year. Mr. George briefly described and  
101 reviewed each project listed.

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103 **C. Planning Update**

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105 Following discussion, the board agreed to draft an annual report during the first of the year.

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107 There being no further business, the meeting was adjourned.

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Tim Tabak, Chairman

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Bernard George, AICP, Secretary

  
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Kevin Robinson AICP, Secretary