

**Tuesday August 6, 2024**

**TOWN OF**

**PLANNING AND ZONING COMMITTEE MEETING**

**CALL TO ORDER:** Called the meeting to order at 7:04 PM on August 6, 2024. Delayed due to not having a quorum present.

**PLEDGE OF ALLIGENCE:** Lead by Ms. Shaw

**ROLL CALL:**

Committee Members: Marie Shaw (Chair) – Present  
Milt Elliot – Absent  
Leland Mudge – Present  
Phil Green – Present

**READING AND APPROVAL OF THE LAST MEETING MINUTES:** Meeting minutes from July 2, 2024 were reviewed and agreed upon.

A motion was made by Mr. Green to approve the minutes, in written form, from July 2, 2024 and a second by Mr. Mudge. Motion passed by unanimous voice vote.

**BUILDING PERMITS:**

***10 Coleman Ave –***

Application for building permit submitted by Mr. Richard Sapp for a minor subdivision. At 10 Coleman Ave. After reviewing the submitted plans, Ms. Shaw called for a motion to table the application due to not being able to determine the parking area required for each of the proposed lots, nor able to locate the third water meter, as there is water meter required for each of the proposed lots, three in total. We were only able to determine two. Motion was made to table the application by Mr. Green with a second by Mr. Mudge. Motion passed by unanimous voice vote.

***Sophie's Landing – Juniper Home Review***

Having reviewed the submitted plans and recommendation from Pennoni, the members had no concerns or recommendations with the aesthetics of the model home. Ms. Shaw called for a motion to approve the model home as submitted, stating that all other Town Code and Land Development requirements remain in place and enforceable including setbacks, maximum heights, and parking. Motion was made to approve the model by Mr. Green with a second by Mr. Mudge. Motion passed by unanimous voice vote.

**OPEN FLOOR:** Mr. Courtland Suggs, representing Trifecta Elite, attended the meeting requesting clarification for a permit application that he will be submitting 26 Front St. Specifically asking for clarification on the minimum square footage required for the units. Ms. Shaw gave Mr. Suggs a copy of Table 8-1 from the LDO for his reference.

**PLANNING & ZONING COMMENTS:** No comments

**ADJOURNMENT:** Having no other comments from either the public or the Board, Ms. Shaw called for a motion to adjourn the meeting. Motion made by Mr. Mudge to adjourn with a second by Mr. Green. Motion passed by unanimous voice vote.

Meeting adjourned at 7:33 PM

Respectfully submitted,

Committee Chair Marie Shaw