**TOWN OF MOUNT GILEAD**

**PLANNING BOARD**

**MEETING MINUTES**

**110 West Allenton Street, Mount Gilead, North Carolina, 27306**

**January 25, 2024**

The Mount Gilead Planning Board met Thursday, January 25, 2024 at 5:30 p.m. at Mount Gilead Library, 119 West Allenton Street, Mount Gilead, North Carolina. Present were Devon Little, Mitchell Lucas, Jim Sharpe, Jessica Ingram, Lynn Smith, Town Manager Dylan Haman, and Planning Board Secretary Mollie Lee. Absent were Sam Everhart and Edwina Martin.

Devon Little called the meeting to order at 5:31pm.

ITEM I. ADOPTION OF AGENDA

Jessica Ingram made a motion to adopt the agenda with a second from Mitchell Lucas. Motion carried unanimously.

ITEM II. APPROVAL OF MINUTES

1. October 26, 2023 Meeting Minutes   
   Jessica Ingram made a motion to approve the October 26 meeting minutes with a second from Mitchell Lucas. Motion carried unanimously.

ITEM III. PUBLIC COMMENT- No one was present for public comment.

ITEM IV. OLD BUSINESS

1. Nonconforming Amendments   
   Town Manager Dylan Haman provided an explanation for why we needed to amend our nonconforming section of the ordinance. Michael Harvey from N-Focus took it upon himself to update the entire nonconforming section of the ordinance. Haman briefed the planning board about the manufactured home replacement amendment (3.6C of the nonconforming zoning ordinance). Essentially, this amendment stipulates that if a manufactured home was legally placed in compliance with the zoning ordinance at the time of placement, then it can be replaced with another manufactured home. However, if the manufactured home was placed illegally, it cannot be replaced with another manufactured home. The nonconforming section of the Zoning Ordinance has also been updated to include nonconforming signage. Haman noted that there have been many court cases involving signage in other places and that Michael Harvey from N-Focus thought it would be a good idea to cover this. The Planning Board decided to add a clause to address the appearance of the Manufactured Homes. Town Manager Dylan Haman told the Planning Board he would talk to Michael Harvey about the changes and will continue discussion at the next meeting.

ITEM V. NEW BUSINESS

1. Historic Preservation Commission   
    Town Manager Dylan Haman has explained to the Planning Board that anyone seeking to make changes to a historic building needs a certificate of appropriateness. This certificate must be approved by the Historic Preservation Commission. However, due to most of the commission members no longer living in town or having passed away, Town Manager Dylan Haman has asked if the Planning Board would like to take over the responsibility of making decisions for the Historic District. Town Manager Dylan Haman has also clarified that there will be no changes as everything is already addressed in the Zoning Ordinance. To allow the Planning Board to take over, at least three members must express an interest in history. Planning Board members Jessica Ingram, Lynn Smith, and Mitchell Lucas have all expressed their interest in history. Therefore, the Planning Board will now take on the duties previously held by the Historic Preservation Commission.   
     
     
   OTHER BUISINESS:   
   - Town Manager Dylan Haman had a discussion regarding the potential annexation of a property near the lake. If the annexation happens, the property will become unzoned, which means that the planning board will have to zone the property since it will be new to the Town of Mount Gilead. The developer has informed Town Manager Dylan Haman that the county has already gone through the zoning procedure. Town Manager Dylan Haman suggested that the Planning Board could mirror what the county has in place, provided that there are no significant issues. The Planning Board agreed to the proposal but expressed a desire to review and modify the zoning to match the existing regulations of the Town.

ITEM VI. ADJOURNMENT  
With no further discussion Lynn Smith made a motion to adjourn the meeting with a second from Jessica Ingram. Motion carried unanimously. Meeting adjourned at 6:30pm.

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Devon Little, Chairman Mollie Lee, Planning Board Secretary