

Planning & Zoning was held on Wednesday, April 9, 2025, at 7:00 p.m. The following members were in attendance Planning Chair Brent Boyce, Randy Hill, Angie Calio-Quillen, Randy Radish, and Dan Ash. Also, in attendance were Director of Code Enforcement Ken West, Recording Secretary Alexis Oliphant, and Town Manager Jamie Smith. It was noted that Planning Member Amy Handy and Planning Member George Sakellis were absent.

Planning Chair Boyce stated the purpose of the April 9, 2025, Planning & Zoning is to hear one item on the agenda including:

- *Minor Subdivision RE: Green Avenue & W. 7th Street, Tax Map #432-8.05-47.00.*

Planning Chair Boyce stated a Minor Subdivision pertaining Green Avenue & W. 7th Street, Tax Map #432-8.05-47.00 was submitted for review.

Planning Chair Boyce stated it's currently a vacant lot with a R-2 Zoning. The lot meets the minimum square footage of R-2 Zoning. He advised the two lots will face W. 7th Street and the other two lots will face Green Avenue.

Director of Code Enforcement West stated the owner owns Lot #67 and he will be renovating the house by adding 10 more feet.

Planning Member Calio-Quillen inquired if driveways will be installed. Director of Code Enforcement West stated yes.

Planning Member Calio-Quillen made a motion to accept the Minor Subdivision pertaining Green Avenue & W. 7th Street, Tax Map #432-8.05-47.00. Planning Member Radish seconded the motion. Vote was 5-0, with Planning Member Handy and Planning Member Sakellis absent.

The Planning & Zoning Minutes of January 8, 2025, were presented for review and adoption. Planning Member Calio-Quillen made a motion to accept the minutes as presented. Planning Member Radish seconded the motion. Vote was 5-0, with Planning Member Handy and Planning Member Sakellis absent.

Planning Member Hill inquired if a minor subdivision does not need a variance does it still need P&Z approval. Town Manager Smith stated yes, per the zoning ordinance.

Town Manager Smith advised she and Director of Code Enforcement West are looking into including a Lot Line Adjustment sign-off requirement. She stated the proposed Lot Line Adjustment definition will need to be included in the zoning ordinance. She advised she will bring the proposal to P&Z for their review.

With there being no further matters to discuss, Planning Member Radish made a motion to adjourn the meeting. Planning Member Ash seconded the motion. Vote was 5-0, with Planning Member Handy and Planning Member Sakellis absent.

Meeting Adjourned at 7:12 p.m.