



Minutes Of
City Of Creedmoor
Planning Board Meeting

July 8, 2021

7 P.M.

1. Members present in person at City Hall Boardroom
 - a. Dennis Lester
 - b. Jonelle Marable
 - c. Edward Gleason
 - d. Heather Turner
 - e. Debbie Rogers
 - f. Robert Gorham
2. Present via Zoom Video Conference
 - a. None
3. Absent
 - a. Mike Allen
 - b. Steve Faucette
4. Also present were Community Development Director Michael S. Frangos AICP, CZO, and Planner Kevin Murphy.
5. Call to Order
 - a. Meeting was called to order at 7:00 PM by Chairman Gleason. With 6 of 8 members present a quorum was recognized.
6. Approval of Agenda
 - a. Motion to approve the agenda was made by Chairman Gleason and seconded by Debbie Rogers.

- b. Unanimous approval.
 - 7. Minutes of June 10th, 2021 were motioned for approval by Heather Turner and seconded by Robert Gorham.
 - a. Unanimous approval.
 - 8. Public Comments
 - a. No members of the public talked.
 - 9. Conclusion of Old Business
 - a. Election of Officers
 - i. Vice-Chair
 - 1. Chairman Gleason made the motion to approve Debbie Rogers as vice-chair by unanimous consent Robert Gorham seconded.
 - a. Motion passed unanimously.
10. New Business
 - a. There was some discussion between members of new mechanisms for tie-breaking votes. Director Frangos comments elaborated on by Attorney Kevin Hornik.
 - i. Two main options to consider:
 - 1. Zoning Text Amendment which changes the number of seats on the Planning Board to an odd number. This CDO text amendment requires both a Planning Board recommendation and Board of Commissioner approval. or;
 - 2. Changing the existing Planning Board Bylaws.
 - ii. Some discussion of Robert's Rules;
 - 1. Attorney Hornik pointed out that Robert's Rules are not universally applicable as long as the Board possess bylaws
 - iii. Heather Turner made a motion to table this discussion for the future which was seconded by Debbie Rogers, who requested that each Planning Board member review a copy of the bylaws and when they return to their next session they can have an informed discussion
11. At this point in the meeting Chairman Gleason exits and Debbie Rogers takes over the meeting as acting chair.

12. Review of Stewart's Statement of Qualifications

- i. Director Frangos explains how the review and judging took place and provided insight into how scores were tallied in the selection of consultant to assist in the updating of City Plan 2040.
- ii. Director Frangos also explains that Community Development has begun to have conversations with Stewart about the Scope of Work.

13. Report on Recent Departmental Activity

Planner Kevin Murphy was introduced to the Planning Board

- b. Director Frangos also reminded the Planning Board that Heidi Salminen has now become a full-time employee as Planning Technician.
- c. Brief discussion of Gerard Seibert and his Code Enforcement Officer duties
- d. Explanation of delay for the Cross City Trail Lighting Project
- e. Introduction of an annexation request which the public hearing will be held in August
- f. Board of Commissions chose to continue lease on Community Development Office for 1 year
- g. Stimmel is now under contract for assistance with stormwater services and reviewing the specification and technical manual
- h. Reminder that August 12th, 2021 Planning Board Meeting has been cancelled

14. Reports from the Chairperson and Members

- i. There was some discussion of traffic issues on NC-HWY 15, the high grass at a few homes in the area and alongside the highway. There was also discussion about the fire department's siren and the potential closing of a school building in the district.

15. Meeting Adjourned at 8:15PM

- j. Debbie Rogers made a motion to adjourn and Heather Turner seconded it.
Unanimously approved

Respectfully submitted by:

Kevin Murphy

Michael S. Frangos AICP, CZO