



## PLANNING BOARD

Tuesday, November 14, 2023 at 6:00 PM  
Landis Board Room

## AGENDA

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PLEASE SILENCE ALL CELL PHONES

1. **CALL TO ORDER:**
2. **DETERMINATION OF QUORUM:**
3. **PLEDGE OF ALLEGIENCE:**
4. **RECOGNITIONS AND ACKNOWLEDGMENTS:**
5. **CHANGES TO (IF ANY) AND APPROVAL OF AGENDA:**
6. **APPROVAL OF MINUTES FOR MEETING(S):**
  - 6.1 Consider Approval of Special Called Meeting Minutes from October 23, 2023
7. **OLD BUSINESS:**
  - 7.1 Periodic Review and Update per NCGS 160D-501(a) to **Town Plan 2040 - Comprehensive Land Use Plan** and **Future Land Use Map**: Small Area Planning for Downtown Landis Revitalization:
    - i. Existing conditions & Site analysis
8. **New Business:**
  - 8.1 None
9. **Planning Board Discussion of Meeting Dates for Next Six (6) Months:**
10. **ADJOURNMENT:**



# PLANNING BOARD

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## MINUTES OF SPECIAL CALLED MEETING

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**1. CALL TO ORDER:**

A special called meeting of the Planning Board of the Town of Landis was called to order at 6:00 pm on Tuesday October 23, 2023, in the Landis Board Room by Chairman Ryan Nelms.

**2. DETERMINATION OF QUORUM:**

**Members Present:** Chairman Ryan Nelms, Vice-Chair Catherine Drumm, Member Mark Bringle, Member Scott Faw, Member Beryl Alston, Member Jade Bittle.

**Members Absent:** Member Roxanne Barnes

**Staff Present:** Planning, Zoning & Subdivision Administrator Rick Flowe

**Others Present:** Nadine Cherry, Ryan Beadle

**3. PLEDGE OF ALLEGIENCE:**

Chairman Ryan Nelms led those in attendance in the Pledge of Allegiance.

**4. RECOGNITIONS AND ACKNOWLEDGMENTS:**

None

**5. CHANGES TO (IF ANY) AND APPROVAL OF AGENDA:**

A Motion was made to approve the Agenda by Faw, seconded by Drumm, passed by unanimous vote (6-0).

**6. APPROVAL OF MINUTES FOR MEETING(S):**

Chairman Nelms asks to consider approval of the Planning Board Meeting Minutes from August 8, 2023.

A Motion was made to approve the August 8, 2023, meeting minutes by Faw, seconded by Alston, passed by unanimous vote (6-0).

**7. OLD BUSINESS:**

**7.1 Periodic Review and Update per NCGS 160D-501(a) to Town Plan 2040-Comprehensive Land Use Plan and Future Land Use Map: Small Area Planning for Downtown Landis Revitalization:**

**b.) Site analysis approach & schedule site visit**

PZ&S Administrator Rick Flowe requested the Board select a time and date for a walk about. Following discussion, the members present reached consensus on when to conduct the exercise, which would not include any actions be taken by the Board, selecting November 14, 2023, at 5:00 P.M., ahead of the regular meeting.

**7.2 Technical Review and Board Input for Site Development Plan: Beadle (Landis Commerce Park) previously seen on April 11, 2023.**

PZ&S Administrator Rick Flowe presented the background of the project’s history and prior design. Ryan Beadle presented an overview of the modifications to the design and the NCDOT improvements anticipated at this time. There was no material feedback or input by the Board.

**8. NEW BUSINESS:**

**8.1 Planning Board review/recommendation of Draft Ordinance Amending the Landis Development Ordinance ZTA 2023-12-11 applicable to the Main Street (MS) District for the purpose(s) of:**

- i. **Amending Article 8, Table 8.1, Section 1 – General Uses to insert the reference to the new requirements for such uses in the MS District while removing certain residential uses from the MS District,**
- ii. **Amending Article 10 to create section 10.1-38 establishing standards for certain uses listed in the MS District, and**
- iii. **Amending Article 10 to create section 10.2-8(2)(4) establishing standards for certain uses listed in the MS District.**

PZ&S Administrator Rick Flowe presented the background and materials. He represented the MS district has unique qualities and a limited potential for growth. The proposed amendment would limit certain uses to second floor and above to preserve the ground floors for more intense activities. The amendment would establish standards in Article 10 of the Landis Development Ordinance or LDO. He further described uses that should be removed from listing in the MS district to make the policy consistent.

Mr. Flowe stated the request came from Chairman Nelms and supported the concept once all of the details are examined to emphasize benefits to local businesses in the MS district.

A Motion was made to recommend Ordinance #ZTA-2023-12-11 to the Board of Aldermen by Bittle, seconded by Drumm, passed by unanimous vote (6-0).

**8.2 Planning Board review/recommendation of Draft Ordinance Amending the Landis Development Ordinance Zoning Text Amendment ZTA 2023-11-13:  
Review/recommendation: Article 20**

PZ&S Administrator Rick Flowe presented the background and materials. He represented the Draft Article 20 – Stormwater as a modernization of the original language carried over from the previous UDO when the LDO was adopted at the request of Wes Webb of Alley, Williams, Carmen & King serving as the Town’s consulting engineers.

Mr. Flowe stated the request was his own to improve the functionality of the stormwater management policy.

A Motion was made to recommend Ordinance #ZTA-2023-11-13 to the Board of Aldermen by Faw, seconded by Bittle, passed by unanimous vote (6-0).

**9. ADJOURNMENT:**

Motion was made by Bringle, second by Bittle, passed by unanimous vote (6-0), to continue the meeting for the purpose of a site visit to the Central Avenue gazebo to conduct a site analysis exercise, which would not include any actions be taken by the Board until November 14, 2023, at 5:00 P.M., ahead of the next regular meeting.

Meeting recessed at 6:47 P.M.

Meeting reconvened at 5:\_\_\_ P.M. November 14, 2023

Following a review of the site analysis drawing presented previously by Flowe, general discussion of the influencing factors of the study area were discussed before returning to the Town Hall for adjournment at 5:\_\_\_ P.M. by Chairman Ryan Nelms upon motion to adjourn the meeting by \_\_\_\_\_, seconded by \_\_\_\_\_, passed by \_\_\_\_\_ vote (\_\_\_).

Respectfully Submitted,

\_\_\_\_\_  
F. Richard Flowe, PZ&SA