



PLANNING AND ZONING BOARD MINUTES

November 06, 2023 at 4:00 PM

Council Chambers – 340 Ocean Drive and YouTube

PRESENT: DIANA DAVIS, CHAIR
JIM FERGUSON, VICE CHAIR
LAURE SHEARER, BOARDMEMBER
NANCY WOLF, BOARDMEMBER
JANE LE CLAINCHE, BOARDMEMBER

ALSO PRESENT: FRANK DAVILA, DIRECTOR OF PLANNING & ZONING
CURT THOMPSON, PRINCIPAL PLANNER
CAITLIN E. COPELAND-RODRIGUEZ, TOWN CLERK
LEONARD RUBIN, TOWN ATTORNEY

ABSENT: MICHAEL STERN, BOARDMEMBER

Audience: 6

CALL TO ORDER – 4:01PM

PLEDGE ALLEGIANCE TO THE FLAG

ADDITIONS, DELETIONS, SUBSTITUTIONS TO THE AGENDA

The Board gave unanimous consensus to move the Comments from the Town Attorney and Staff after Item #3.

COMMENTS FROM THE PUBLIC

All Non-Agenda items are limited to three (3) minutes. Anyone wishing to speak is asked to complete a comment card with their name and address prior to the start of the meeting as well as state their name and address for the record when called upon to speak (prior to addressing the Board). The Board will not discuss these items at this time. Comments needing a reply will be referred to Staff for research; a report will be forwarded to The Board; and citizens will be contacted.

Public Comments Opened at 4:03pm.

Public Comments Closed at 4:03pm.

CONSENT AGENDA

1. Planning & Zoning Board Meeting Minutes for October 2, 2023
2. Criteria for Publication of Projects

***MOTION:** Ferguson/Shearer made a motion to approve the consent agenda as amended.*

***ACTION:** The motion passed unanimously.*

BOARD ACTION/DISCUSSION ITEMS – (Public Comment Period was opened during this item.)

3. Appearance Review – 401 Zenith Lane – Principal Planner Thompson provided a presentation (see attached).

***MOTION:** Ferguson/Wolf made a motion to approve the Appearance Review Application for the property located at 401 Zenith Lane.*

***ACTION:** The motion passed unanimously.*

COMMENTS FROM THE TOWN ATTORNEY AND STAFF

***MOTION:** Ferguson/Shearer made a motion to recommend to the Town Council moving forward with an Ordinance on the Live Local Act.*

(Public Comment Period was opened during this item.)

***ACTION:** The motion passed unanimously.*

COMMENTS FROM THE BOARD

ADJOURNMENT

Chair Davis adjourned the meeting at 4:57pm.

Diana Davis, Chair

Caitlin E. Copeland-Rodriguez, Town Clerk