

TOWN OF BURGAW PLANNING AND ZONING BOARD
REGULAR MEETING

DATE: August 18, 2022
TIME: 5:30 PM
PLACE: Depot
BOARD MEMBERS PRESENT: Sam Guidry, Jennifer Hansen, Char-Lynn Robinson,
Matthew Boney, Frederick Lewis, John Johnson, Tiffanie
Boswell
STAFF PRESENT: Andrea Correll, Planning Director
Jessica Gray, Permitting Technician
Zachary Rivenbark, Town Attorney

MEDIA PRESENT: None
PUBLIC PRESENT: Everett Durham and Nathaniel Coleman
CALL TO ORDER: 5:30 PM
INVOCATION: Matthew Boney

The meeting was called to order by Mrs. Jennifer Hansen at 5:30 PM.

Approval of the Agenda

A motion was made by Mr. John Johnson to approve the amended agenda. The motion was seconded by Mr. Sam Guidry. The motion was unanimous.

Approval of Minutes of the Previous Meeting

Mrs. Hansen asked if there were any additions or deletions to the March meeting minutes. A motion was made by Mr. Johnson to approve the minutes as presented. The motion was seconded by Ms. Char-Lynn Robinson. The vote was unanimous.

Public Input

None.

New Business

Mrs. Hansen, chair asked that the agenda be amended since the applicant had not arrived for Coastline Station subdivision. Mr. Johnson made a motion to switch items (A) and (B) to give more time for the applicant to arrive. The motion was seconded by Mr. Guidry. The vote was unanimous.

A. Consideration of a façade grant for Burgaw Presbyterian Church

Action Needed: Recommend approval or denial of the façade grant of up to \$1,500 reimbursement.

Mr. Everett Durham discussed the restoration of the church tower and requested the grant. Mr. Johnson abstained from voting because of his family being long time members of the church. Mr. Matthew Boney made the motion to approve the façade grant of up to \$1,500 reimbursement as requested and Ms. Robinson seconded the motion. The members, with the exception of Mr. Johnson, voted unanimously in favor of the request.

B. Consideration of a façade grant for Coleman Law PLLC

Action Needed: Recommend approval or denial of the façade grant of up to \$1,500 reimbursement.

Mr. Johnson made the motion to approve the façade grant of up to \$1,500 reimbursement as requested and Mr. Boney seconded the motion. The vote was unanimous.

C. Consideration of text amendments to the Town of Burgaw Unified Development Ordinance by staff to update the ordinance to reflect adoption of SL 2021-138, revise two cross reference errors, and allow government offices in the R-7 zoning district

Action Needed: Recommend approval or denial of the text amendments along with the Comprehensive Plan consistency statement.

Mr. Guidry made the motion to recommend the text amendments to the Town Board with the requirement comprehensive Plan consistency statement. Mr. Johnson seconded the motion. The vote was unanimous.

D. Consideration of a Major Subdivision Preliminary Plat application for Coastline Station Subdivision located on a 2.47-acres containing seven proposed lots, located on 818 W. Bridgers Street Extension being developed under the R-7 Standards of the Burgaw Unified Development Ordinance. The property is further identified as tax reference number 3219-83-9783-0000.

Mr. Johnson made the motion to table consideration of the Preliminary Subdivision plat to the next meeting and Mr. Boney seconded the motion. The vote was unanimous.

Announcements and Updates

Mrs. Correll announced her resignation effective in early October. She thanked the Board and told them what a joy it had been to work with the members.

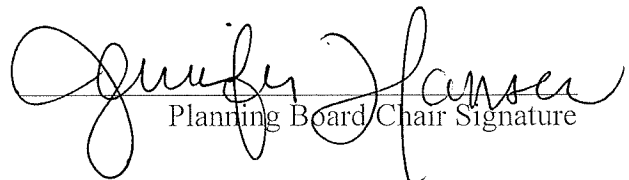
Ms. Gray addressed minimum housing enforcement progress and status with the Flood Insurance Rate Map and current development.

Adjournment

The meeting was adjourned at 6:16 PM. A motion was made by Mr. Johnson to adjourn the Planning Board meeting. The motion was seconded by Mr. Boney. The vote was unanimous.

Respectfully submitted,

Andrea Correll, AICP
Planning Director


Planning Board Chair Signature