



Town of Jamestown  
Planning Board

*Welcome to the Town of Jamestown Planning Board meeting. We appreciate your interest and we encourage public participation in our meeting. Your comments are important to our decision making process. Please note that there will be opportunities during the meeting for you to address the Board members. The first opportunity will come if there is a public hearing on the agenda, when the Chairman declares the hearing open for comment. The second opportunity to address the Board will come near the end of the agenda with the Chairman will inquire if anyone wishes to address the members of the Board. Anyone addressing the Board will approach the podium; give your first and last name and your complete physical address. Comments may be limited to three minutes.*

TO: Planning Board Members

FROM: Matthew Johnson, AICP - Director of Planning

RE: **Regular Meeting**  
**Monday, January 14, 2019 – 6:30 PM**  
**Jamestown Town Hall, Council Chambers**

Items on the agenda:

1. Call to Order – Art Wise, Chair of the Planning Board
2. Roll Call – Matthew Johnson, Director of Planning
3. Approval of minutes from October 8, 2018, meeting – Art Wise, Chair of the Planning Board
4. Organizational Meeting – Matthew Johnson
  - a. Election of Board Chair – Matthew Johnson
  - b. Election of Board Vice-Chair – Chair of the Planning Board

**5. Public Hearings:**

*Procedure: Staff will present the case to the Board, followed by commentary from the applicant. The Chair will open the public hearing and request to hear from both those in favor and those opposed. If you wish to address the Board during the public hearing, please come to the podium and state your name and address for the record. Speakers may have up to 3 minutes to address the Board. Please note, this is not a time for dialogue or discussion and the Board may or may not engage with you at this time, even if direct questions are asked. **Once the public hearing is closed, no one may speak on the issue unless specifically requested by the Board Chair.***

None Scheduled

**6. Public Comment Period:**

*Procedure: The Board Chair will ask the Town Clerk if anyone has signed up to speak to the Board. It is advisable that if you wish to address the Board that you see the Town Clerk prior to the start of the meeting. Once you have been*

*recognized by the Chair, please come to the podium and state your name and address for the record. Speakers may have up to 3 minutes to address the Board. Please note, this is not a time for dialogue or discussion and the Board may or may not engage with you, even if direct questions are asked.*

7. Other business –Chair of the Planning Board.
8. Adjourn
9. Next regularly scheduled meeting will be February 11, 2019, at 6:30pm in the Council Chambers.

**WORKING AGENDA**

*Items on the agenda:*

**1. CALL TO ORDER**

- i. Welcome to the **January 14, 2019, regularly scheduled Planning Board meeting**. In order to allow all attendees to be able to hear Board business, I would ask that at this time, members of the board and the audience please set your cell phones to “SILENT”. As a reminder, public comments are welcome during public hearings and during the “PUBLIC COMMENT” portion of the agenda. Speakers during that portion of the meeting will be limited to 3 minutes per speaker.

**2. ROLL CALL**

	Present	Absent
Art Wise	<input type="checkbox"/>	<input type="checkbox"/>
Sarah Glanville	<input type="checkbox"/>	<input type="checkbox"/>
Eddie Oakley	<input type="checkbox"/>	<input type="checkbox"/>
Ed Stafford	<input type="checkbox"/>	<input type="checkbox"/>
Russ Walker	<input type="checkbox"/>	<input type="checkbox"/>
Richard Newbill, ETJ	<input type="checkbox"/>	<input type="checkbox"/>
Steve Monroe, ETJ	<input type="checkbox"/>	<input type="checkbox"/>
Robert Lichauer, ETJ	<input type="checkbox"/>	<input type="checkbox"/>
Sherrie Richmond, ETJ	<input type="checkbox"/>	<input type="checkbox"/>
Rebecca Rayborn, Council Rep.	<input type="checkbox"/>	<input type="checkbox"/>

**3. Approval of Minutes: Oct. 8, 2018, regular meeting – Art Wise, Chair of the Planning Board**

- a. **Request from Staff: Staff requests approval of minutes from Oct. 8, 2018, regular meeting as presented.**
  - i. **Motion:**
  - ii. **Second:**
  - iii. **VOTE:**

**4. Organizational Meeting – Matthew Johnson**

- a. **Election of Chair – Matthew Johnson**

**b. Election of Vice Chair – Chair of Planning Board**

**5. Public Hearings – None Scheduled**

**6. Public Comment**

- a. Reminder from Board Chair to audience: The Board Chair will ask the Town Clerk if anyone has signed up to speak to the Board. It is advisable that if you wish to address the Board that you see the Town Clerk prior to the start of the meeting. Once you have been recognized by the Chair, please come to the podium and state your name and address for the record. Speakers may have up to 3 minutes to address the Board. Please note, this is not a time for dialogue or discussion and the Board may or may not engage with you, even if direct questions are asked.*

**7. Other business**

**8. Adjourn**

- a. **Motion to adjourn:**  
b. **Second:**  
c. **VOTE:**

**9. Next regularly scheduled meeting will be February 11, 2019, at 6:30pm in the Council Chambers.**

**Planning Board Meeting  
10-8-18  
Council Chambers  
6:30 pm  
Minutes & General Account**

**Planning Board Members Present:** Art Wise, Chair; Sarah Glanville, Vice Chair; Eddie Oakley, Ed Stafford, Russ Walker, Steve Monroe (ETJ), Robert Lichauer (ETJ), & Sherrie Richmond (ETJ)

**Planning Board Members Absent:** Richard Newbill (ETJ)

**Town Council Representative:** Rebecca Mann Rayborn

**Staff Present:** Matthew Johnson & Katie McBride

**Visitors Present:** Lawrence Straughn, Martha Wolfe, & Carol Brooks

1. **Call to Order-** Wise called the meeting to order.
2. **Roll Call-** Johnson took roll call as follows:

Art Wise- Present  
Sarah Glanville- Present  
Eddie Oakley- Present  
Ed Stafford- Present  
Russ Walker- Present  
Richard Newbill- Absent  
Steve Monroe- Present  
Robert Lichauer- Present  
Sherrie Richmond- Present  
Rebecca Mann Rayborn- Present

3. **Approval of Minutes from the July 9, 2018 meeting-** Robert Lichauer made a motion to approve the minutes from the July 9, 2018 meeting. Steve Monroe made a second to the motion. The motion passed by unanimous vote.

4. **Public Hearings:**

- A. **Rezoning Case 2018-01- Request to rezone 5834 W. Gate City Blvd. (parcel #0155982) from Industrial (IND) to Commercial (C)** - Johnson stated that the applicant had requested a rezoning for a little over an acre of land from industrial to commercial. He gave a description of the properties surrounding 5834 W. Gate City Blvd. He stated that the future land use map indicated that the area would see a change from an industrial feel to more commercial type uses. He noted that staff believed that the request for rezoning was consistent with the intent of the land development plan.

Wise opened the public hearing to anyone that would like to speak in favor of the rezoning. There was no one. Wise closed that portion of the public hearing.

Wise opened the public hearing to anyone that would like to speak in opposition of the rezoning. There was no one. Wise closed that portion of the public hearing.

Wise opened the floor to the Planning Board for discussion.

There was discussion among Planning Board Members about the number of commercial properties surrounding the area.

Stafford made a motion to approve the rezoning of 5834 Gate City Blvd. from industrial to commercial. Glanville made a second to the motion.

McBride took a roll call vote as follows:

Ed Stafford- Aye

Eddie Oakley- Aye

Sarah Glanville- Aye

Russ Walker- Aye

Robert Lichauer- Aye

Sherrie Richmond- Aye

Steve Monroe- Aye

The motion passed by unanimous vote.

Stafford began to make a motion that the rezoning was consistent with the comprehensive plan of the Town of Jamestown. Stafford withdrew his motion.

Lichauer made the following motion:

“The proposed zoning amendment is consistent with the adopted comprehensive plan of the Town of Jamestown. The Planning Board further finds that the proposed zoning amendment is consistent with the comprehensive plan because it fits the commercial type corridor and is consistent with the 2020 land use map.

The proposed zoning amendment is reasonable. The Planning Board considers the proposed zoning amendment to be reasonable because:

The report of the Town staff finding the proposed zoning amendment to be reasonable is adopted by reference.

The Planning Board further finds that the proposed zoning amendment is reasonable because it fits the existing business uses and is consistent with the 2020 comprehensive plan.

The proposed zoning amendment is in the public interest. The Planning Board considers the proposed zoning amendment to be in the public interest because:

The report of the Town staff finding the proposed zoning amendment to be in the public interest is adopted by reference.

The Planning Board further finds that the proposed zoning amendment is in the public interest because it meets the goals of land use management in the Land Development Plan.”

Glanville made a second to the motion. The motion passed by unanimous vote.

Johnson stated that the Planning Board’s recommendation would be presented to the Town Council at their October 16<sup>th</sup> meeting.

Johnson also said that there were no items on the agenda for the Planning Board’s meeting on November 12<sup>th</sup>. He noted that the Board could vote to cancel the meeting.

Walker made a motion to cancel the November 12<sup>th</sup> Planning Board meeting. Monroe made a second to the motion. The motion passed by unanimous vote.

5. **Public Comment Period-** Nobody signed up.
6. **Other Business-** There was discussion about other industrially zoned properties in the area between Johnson and Oakley.
7. **Adjournment-** Richmond made a motion to adjourn. Monroe made a second to the motion. The motion passed by unanimous vote.

The meeting ended at 6:50 pm.

**Chair**  
Art Wise

**Town Manager**  
Kenneth C. Cole

**Town Attorney**  
Beth Koonce



**Planning Board Members**  
Sarah Glanville, Vice Chair  
Eddie Oakley  
Ed Stafford  
Russ Walker  
Richard Newbill, ETJ  
Steve Monroe, ETJ  
Robert Lichauer, ETJ  
Sherrie Richmond, ETJ  
Rebecca Rayborn, Council Representative

## TOWN OF JAMESTOWN AGENDA ITEM

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**ITEM ABSTRACT:**

**AGENDA ITEM #:**

**CONSENT AGENDA ITEM**

**ACTION ITEM**

**INFORMATION ONLY**

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**MEETING DATE:**

**ESTIMATED TIME FOR DISCUSSION:**

**DEPARTMENT:**

**CONTACT PERSON:**

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**SUMMARY:**

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**ATTACHMENTS:**

**RECOMMENDATION/ACTION NEEDED:**

**BUDGETARY IMPACT:**

**SUGGESTED MOTION:**

**FOLLOW UP ACTION NEEDED:**