

**Town of Wallburg, North Carolina**  
**Planning Board Meeting - Wallburg Fire Station**  
**Tuesday 7:00 P.M. April 6, 2010**

**MINUTES**

APPROVED 05-04-10

**PROCEDURAL ITEMS**

Chairman Dean Coe called the meeting to order at 7:00 p.m. Present were Mr. Coe, Wayne Wall, Brent Martin, Van Reece, Chris Driggers, and Lynn McKinnie

**MOTION FOR APPROVAL OF AGENDA**

Wayne Wall moved to approve agenda as presented. This was unanimously approved.

**MOTION FOR APPROVAL OF MINUTES**

- FEBRUARY 2, 2010
- (MARCH MEETING WAS CANCELED DUE TO SNOW)

Van Reece moved to approve FEBRUARY 2, 2010, minutes and they were unanimously voted approved.

**BUSINESS TO BE DISCUSSED AND/OR ACTED UPON:**

1. REVIEW RULES OF PROCEDURE

Mr. Coe led a brief discussion and review of the "Town of Wallburg Planning Board Rules of Procedure". The following is a synopsis of the review:

1. Page 3 – #3a. Under **OFFICERS**

There was some discussion about the Secretary needing to be "elected" but this paragraph states that "...*A Board member, Planning Department staff member, or any employee designated by the Town Manager shall be eligible to be elected Secretary....*" So this paragraph was left as is.

2. Page 4 - #4 Under **REGULAR MEETINGS**

Change 1<sup>st</sup> sentence

- DELETE: *Regular meetings of the Board shall normally be held the first and third Mondays of each month at 7:00 p.m. at the Wallburg Swim Club Community Center, Wallburg, North Carolina.*
- ADD: ***Regular meetings of the Board shall normally be held once monthly.***

3. Page 4 - #4 Under **REGULAR MEETINGS**

In the same paragraph, change "Board of Commissioners" to "**Town Council**".

4. Page 4 - #5 Under **SPECIAL MEETINGS**

Add email to last sentence so that it should read:

*“..Notice to the media or other persons requesting notification shall be mailed, **emailed**, or delivered.*”

5. Page 5 - #7 Under **AGENDA**

First sentence, change “Planner” to “**Chairman**”. Sentence will read:

*“...The **Chairman** shall prepare the agenda for the meeting.”*”

All other information shall remain the same.

**On a motion by Wayne Wall, the Planning Board members unanimously approved and accepted the changes as made.**

Chairman Coe said the Board would review the Board of Adjustment’s Rules of Procedure at the May meeting.

**PUBLIC SESSION**

No speakers.

**ADJOURNMENT:**

**By motion of Chris Driggers, the meeting was adjourned at 7:28 p.m. and motion was unanimously approved.**

**ANNOUNCEMENTS:**

- **PLANNING BOARD MEETINGS** (1<sup>st</sup> Tuesday of the month)  
7:00 P.M. AT WALLBURG VOLUNTEER FIRE DEPARTMENT

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**[www.townofwallburg.com](http://www.townofwallburg.com)**