

**CHATHAM COUNTY PLANNING BOARD**  
**MINUTES**  
**January 4, 2011**

The Chatham County Planning Board met in regular session on the above date in the classroom of the Henry H. Dunlap Building in Pittsboro, North Carolina. Members present were as follows:

Present:

James Elza, Chair  
B.J. Copeland, Vice - Chair  
Philip Bienvenue  
Kathryn Butler  
Philip Canterbury  
Karl Ernst  
Mike Grigg  
Dwayne Howard  
Timothy Keim  
Susan Levy  
Michael Mayo

Absent

Planning Division:

Jason Sullivan, Planning Director  
Angela Birchett, Zoning Administrator  
Ben Howell, Planner  
Kay Everage, Clerk to the Board

Others Present

Tom Glendinning  
Board Parliamentarian

I. CALL TO ORDER:

Welcome/Introduction

Chair Elza called the meeting to order at 6:30 p.m. He welcomed the following new Planning Board Members: Philip Bienvenue, Kathryn Butler, Philip Canterbury, Mike Grigg, Dwayne Howard, and Michael Mayo.

Chair Elza asked that everyone (Board and staff) introduce themselves tell three things about him/her.

Tonight's Meeting

Chair Elza stated that there were no action items on tonight's agenda; that tonight's meeting is about training since there are six (6) new Planning Board members and five (5) returning members; that the main job of the Planning Board is to make recommendations to the Board of Commissioners; and that while we are a sounding, recommending Board, we are not the final authority. He noted that the Planning Board meetings begin promptly at 6:30 providing a quorum is present.

Abstention

Chair Elza noted that it would be understandable if new Board members abstain from voting on Item IV. listed below (December Planning Board minutes) since those members were not present at that meeting; and that the Board of Commissioners requested that Planning Board members explain why they abstain from voting on a certain issue.

- II. DETERMINATION OF QUORUM: The clerk stated that a quorum was present. (11 Board members)
- III. APPROVAL OF AGENDA: Mr. Keim made a motion; seconded by Mr. Ernst to approve the agenda as submitted. There was no discussion and the motion passed unanimously.
- IV. APPROVAL OF CONSENT AGENDA:  
Minutes: Consideration of a request for approval of the December 7, 2010 Planning Board minutes.  
  
Mr. Keim made a motion; seconded by Mr. Copeland to approve the consent agenda as submitted (consisting only of the December Planning Board minutes). There was no discussion and the motion passed 5-0-6 with Keim, Copeland, Elza, Ernst, and Levy voting in favor of the motion; and new Board members, Bienvenue, Butler, Canterbury, Grigg, Howard, and Mayo abstaining.
- V. PUBLIC INPUT SESSION: Fifteen-minute time of public input for issues **not** on agenda. Speakers limited to three minutes each.  
  
There were no requests to speak at this time.
- VI. PLANNING BOARD TRAINING SESSION: The Planning Director held a training session for the Board.
- VII. NEW BUSINESS:  
No items were submitted.
- VIII. STAFF ITEMS:  
Planning Director Staff Report  
1. Election of Chair and Vice-Chair at the February board meeting per the Rules of Procedure

Chair Elza reminded Board members that election of Planning Board Chair and Vice-Chair would be held during next month's Planning Board meeting [February 1, 2011].

IX. BOARD MEMBER ITEMS:

1. E-mails - Planning Board Members

Following discussion, it was the consensus of the majority of the Board that staff explore the possibility of adding Planning Board members to the County's web server for their planning related E-mails.

X. ADJOURMENT: There being no further business, Mr. Keim made a motion; seconded by Mr. Ernst, to adjourn the meeting. There was no discussion and the meeting adjourned at 8:50 p.m.

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James Elza, Chair / Date

Attest:

\_\_\_\_\_/\_\_\_\_\_  
Kay Everage, Clerk to the Board / Date