

**Minutes of the
City of New Bern Planning & Zoning Board
May 02, 2023 – 5:30 P.M.
Development Services Conference Room – 303 First Street**

The regular meeting of the New Bern Planning and Zoning Board was held in the Development Services Conference Room, 303 First Street, on May 2, 2023 at 5:30 pm.

Members Present: Brad Jefferson, Chair
Kyle Dearing
Marshall Ballard
Sonny Aluzzo
Raymond Layton
Margie Dunn
Rusty Ingram

Members Excused (E)/ Absent (A): Pat Dougherty

Staff & Counsel Present: Jessica Rhue, Development Services Director
Seth Laughlin, Zoning Administrator
Jaimee Bullock-Mosely, Assistant City Attorney.

1. Roll Call

Staff member Seth Laughlin delivered the roll call of all members and quorum declared with 7 members present.

2. Election of Board Chair:

Vice Chairman Raymond Layton nominated Brad Jefferson for Chairman. Marshall Ballard nominated Margie Dunn.

Mr. Jefferson accepted the nomination. Ms. Dunn declined her nomination.

Board member Aluzzo seconded the nomination for Mr. Jefferson. Vice Chairman Layton called for a verbal vote to elect Brad Jefferson as Planning and Zoning Board chairman. The vote passed unanimously (7-0).

3. Approval of Minutes:

A:3-01-22

B: 3-07-23

Board member Dunn made a motion to approve the minutes from 3-01-22 as written. Board member Aluzzo seconded the motion. Vice Chairman Layton called for a roll call vote. The vote was unanimous (7-0).

Board member Aluzzo made a motion to approve the minutes from 3-07-23 as written. Board member Dearing seconded the motion. Vice Chairman Layton called for a roll call vote. The vote was unanimous (7-0).

4A. New Member Introduction:

Mr. Rusty Ingram gave the Board his background and how his family came to live in New Bern.

4B: John G. Thomas on behalf of D.R. Horton Inc. is requesting final subdivision plan approval for "Bayberry Park Subdivision, Phase 3" a 51-lot residential development. This phase of the development is located on 19.64 +/- acres in the R-8 Residential District.

Staff member Laughlin presented the item. John G. Thomas on behalf of D.R. Horton Inc. is requesting final subdivision plan approval for "Bayberry Park Subdivision, Phase 3" a 51-lot residential development. This phase of the development is located on 19.64 +/- acres in the R-8 Residential District.

The average lot size in Bayberry Park Subdivision, Phase 3 is 10,078 square feet and there are 3,096 LF of new streets. Utilities and services will be provided by the City of New Bern.

Bayberry Park Subdivision, Phase 3 received general plan approval from the City of New Bern Planning & Zoning Board on July 6th, 2021. Staff has reviewed the proposed subdivision plan and finds that all technical and legal requirements for final subdivision plan approval have been satisfied. Therefore, final subdivision plan approval of Bayberry Park Subdivision, Phase 3 is recommended contingent upon the receipt of a performance bond accepted by the City Attorney.

Board member Aluzzo made a motion to approve the application. Board member Jefferson seconded the motion. Vice Chairman Layton called for a roll call vote. The vote was unanimous (7-0).

4C. Discussion Item: Initial Zoning of Previously Annexed Parcels

Staff member Seth Laughlin explained that staff has become aware that several land parcels within the city's planning jurisdiction did not receive an initial zoning designation at the time of annexation. We have determined that 29 such parcels remain unzoned and are located in three main areas of the City. One group is located adjacent to West NC 55 Hwy and another group adjacent to the Coastal Carolina Regional Airport, and lastly off Hwy 70 in the Carolina Colours area. Staff intends to bring these properties to the Planning and Zoning Board as a group for a recommendation on initial zonings and then on to the Board of Alderman for the final decision. All the property owners will be notified and given the opportunity to discuss staff's recommended zoning designations.

Staff and Board members had extensive discussion, but no action was taken by the Board on this item.

89 **4D. Discussion Item: Downtown Parking**

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91 Staff member Seth Laughlin explained the discussion item. The City of New Bern Land Use
92 Ordinance requires new commercial developments and "change-of-use" occupancy within
93 existing structures to provide off-street parking for their staff and patrons. In Section 15-343(e)
94 "Flexibility in administration required," the ordinance exempts a four-block area known as the
95 "central retail core" from minimum off-street parking requirements. This area is defined in the
96 code as "the area encompassing those properties abutting the east side of Craven Street, the east
97 side of Hancock Street, the north side of Tryon Palace Drive, and the north side of Broad Street."
98 Many cities in North Carolina have removed off-street minimum requirements from their
99 downtowns altogether. Some of these cities are:

- 100
101 • Raleigh, Asheville, Greenville, Wilmington, Edenton, Washington, and Mt. Airy.

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103 The Planning and Zoning Board may consider changes to the existing code and make
104 recommendations to the Board of Alderman for adoption. Staff has provided a list of talking points
105 below for this discussion:

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107 • Expand the parking-exempt area boundary.
108 • Special use permit requirement for eliminating existing parking spaces.
109 • Differences between New Bern and other cities.
110 • Accommodations for overnight lodging.

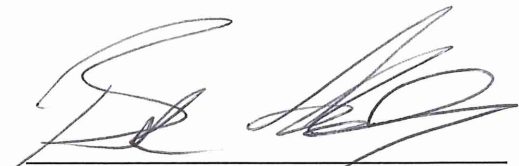
111
112 Staff and Board members had extensive discussion, but no action was taken by the Board on this
113 item.

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115 **5. Adjourn**

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117 **Board member Dunn made a motion to adjourn the meeting; Board member Jefferson**
118 **seconded the motion. A roll call was taken, and the motion passed (7-0).**

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120 **Meeting time 43 minutes, 50 seconds.**

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123 **Date Approved:** 7-5-23



Brad Jefferson, Chair

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126 **Attest:** 
127 **Seth Laughlin, Land & Community Development Administrator.**