

**Town of Hertford – Planning & Zoning Board of Adjustments
October 16, 2023 - 7:00PM**

Board Members Present: Marvin Sutton, Andrew Almodova, Rhonda Waters, Milton Long, Joe White
Board Members Absent: Sara Winslow, Gracie Felton
Staff Present: Janice Cole, Sarah Nixon
Town Council Present: None
Public Present: Andy White, David Wright, Alice Copeland

This meeting was held in person at the Herford Community Center and was called to order at 7:00 PM by Vice Chairman Marvin Sutton.

Vice Chairman Marvin Sutton delivered the invocation.

The Pledge of Allegiance was recited.

Approval of Agenda

Board Member Andrew Almodova made the motion to approve the agenda. Motion was seconded by Board Member Rhonda Waters.

Vote was 5-0 to approve the agenda.

Approval of Minutes

Board Member Milton Long made the motion to approve the July 31, 2023, minutes. Motion was seconded by Board Member Rhonda Waters.

Vote was 5-0 to approve the minutes.

New Business

Consider a Request for Subdivision (Informal Request) of Parcel 3-0040-AP005-H (Gaston Drive at Whedbee Drive)

Zoning Administrator Janice Cole stated that according to the Town Subdivision Regulations, Section 5.2.1, that anyone interested in subdividing into 2 or more lots must come before the Board informally with a hand drawn sketch, to get an idea if this will be approved or not before the applicant having to have a survey done.

Mr. Andy White introduced himself and stated that he has a 6-acre lot that he wants to divide into four lots. Two of the lots would be accessed by Gaston Drive and two lots would be accessed by Whedbee Drive. Mr. White wants to divide this property into lots so he can sell them and have some money then to support some expenses for Mr. White's fathers' house.

Vice Chairman Marvin Sutton asked what the plan was. Mr. White responded that the plan is to sell the two lots that would be on Gaston, and the one lot that would be accessed from Whedbee but wishes to retain the fourth lot which is closest to the home on Whedbee Drive.

Mrs. Cole stated that she was concerned about access to the lot off Whedbee and read off Section 3.7, which states that no structure shall be erected on a lot which does not have at least fifty feet of frontage on a public street, except in the case of a cul-de-sac where thirty-five feet shall be required.

There was a discussion on the width of Whedbee Drive, and how it is as of now Whedbee Drive is not fifty feet wide. Ideas were given to extend Whedbee drive into the lot as to where the lot at that part would have fifty feet of frontage, or a cul-de-sac be created.

Mr. White asked what the next step would be if he wanted to just divide the 2 lots on Gaston Drive and keep the rest as one lot. Mrs. Cole stated the next step would be to have a survey done.

Board Member Joe White suggested that Mr. White look into how far Whedbee Drive extends into his property, because there may be 50 feet of road there and this would not be an issue for that lot.

Mrs. Cole stated that there is some for information on cul-de-sacs that we could provide him with.

Discuss Changes/Additions to District Uses

Mrs. Cole stated that we have talked about needing to go through our zoning and needing to update things. NC Wildlife has a person who will look at the Subdivision Guidelines for you and will help you in the updating process. There is a subdivision matter going before the Town Council on November 13th, so if there are any changes that need to be made, we need to get started on that. The Use District Chart has been updated in an easier to read format. Mrs. Cole stated that if anyone had any ideas or thoughts on things that should be added or changed, please share those thoughts.

Board Member Milton Long stated that he read through the chart and stated that the Boat Building and Manufacturing Facilities is permitted in C-6, but it is happening in C-5, and maybe C-4, C-5 and M-1 should be added to the permitted list for this use.

Mrs. Cole stated that she wanted the Board to start thinking about these things, so a list can be created on how to amend these items.

Announcements/Other Business

None

Adjournment

Board Member Rhonda Waters made a motion to adjourn the meeting. Motion was seconded by Board Member Milton Long.

Vote was 5-0 to adjourn.

Meeting was adjourned at 7:27 PM.

Chairman Sara Winslow

Secretary, Sarah Nixon

Date