

**Town of Hertford – Planning & Zoning Board of Adjustments
December 18, 2023 - 7:00PM**

Board Members Present: Sara Winslow, Marvin Sutton, Andrew Almodova, Gracie Felton, Milton Long, Joe White

Board Members Absent:

Staff Present: Janice Cole, Sarah Nixon, Doris Walton

Town Council Present: Ashley Hodges

Public Present:

This meeting was held in person at the Hertford Community Center and was called to order at 7:00 PM Chairman Sara Winslow.

Chairman Sara Winslow 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 Vice Chairman Marvin Sutton.

Vote was 5-0 to approve the agenda.

Approval of Minutes

Board Member Milton Long made the motion to approve the October 15, 2023, minutes. Motion was seconded by Board Member Andrew Almodova.

Vote was 5-0 to approve the minutes.

Scheduled Presentation

There was a scheduled ZOOM presentation with Brooke Massa, Land Conservation Biologist Division of Habitat Conservation, NC Wildlife Resources Commission. The slides from this presentation are attached.

Continued Business

Zoning Administrator, Janice Cole stated that Mr. Miller met with us a few months back and wanted to know if he needed to come back before the Board regarding the parking situation.

Board Member Milton Long stated that Mr. Miller did meet the requirements, even though it's not the best arrangement, he did still meet the requirements.

There was a brief discussion on the lot that Mr. Miller stated that he would be using for parking.

New Business

Revisions to District Uses

Mrs. Cole stated that the Marine Industrial Park, C-5, does not currently include the activity that is already going on. Mrs. Cole stated she asked the County Manager to look at the uses, and asked for suggestions on what should be included. Mrs. Cole stated that she is trying to categorize this chart in a way that we are able to find things. New things keep coming up that are not included, so it is hard to say no to these new items. Mrs. Cole asked the Board to make a list as they think of things that we can add to the Use Chart.

Announcements/Other Business

None

Adjournment

Vice Chairman Marvin Sutton 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 8:30 PM.

Chairman Sara Winslow

Secretary, Sarah Nixon

Date