



**PLANNING BOARD/BOARD OF ADJUSTMENT**  
**Thursday, May 16, 2024**  
**7:00 PM**  
**Pasquotank County Courthouse**  
**Board of Commissioners' Meeting Room – 1<sup>st</sup> Floor\*\*\***

AGENDA SUMMARY

1. Call to order
2. Approval of minutes of the January 25, 2024 meeting
3. New Business
  - A. **RR24-01** – Zoning Map Amendment Request by Jenny Meads & Annette Sawyer to rezone +/- .99 acres located at 3247 W. Main Street Extended from R35A, Residential to A-1, Agricultural.
4. Staff Reports
5. Adjournment



**PASQUOTANK COUNTY  
PLANNING BOARD MINUTES  
JANUARY 25, 2024 (DRAFT)**

THE PASQUOTANK COUNTY PLANNING BOARD HELD AN IN-PERSON MEETING ON THURSDAY, JANUARY 25, 2023, AT 7:00 P.M. IN THE NEW COMMISSIONER'S BOARD ROOM

Planning Board Members Present: William Kruse, Chairman  
Kevin Brickhouse, Vice Chairman  
Robert Pippen, Jr.  
Joseph Gregory, Jr.  
Rich Bovie  
Scott Temple

Staff Present: Shelley Cox, Planning & Inspections Director  
Adrienne Cole, Clerk to the Board

1. Call to Order

The Board acknowledged Mr. David McGuire's years of service and retirement. The Board moved forward and welcomed the newest Board member, Scott Temple. Chairman Bill Kruse called the meeting to order at 7:00 p.m. and provided the welcome.

2. Approval of Minutes from November 16, 2023

A motion was made by Kevin Brickhouse to approve the minutes. Rich Bovie seconded the motion. Motion approved. **(Vote 6-0)**.

3. New Business

Chairman Bill Kruse called for new business. Shelley Cox presented the staff analysis for Zoning Variance, ZV 24-02. Applicants, witnesses, and members of the public who would like to speak were advised to approach the panel to be sworn in. The applicants and speakers were: Cheryl Etheridge Lee, Shaquita Etheridge Winslow, and Myrna Olivia Etheridge.

Both properties 492 New Road and 494 New Road are owned by John R. Etheridge heirs. The applicant would like to reduce the minimum lot width for 492 New Road by recombining the properties. Both properties are currently non-conforming. The recombination will ultimately increase compliance with the ordinance standards. The notification process was completed per the Zoning Ordinance and NC General Statutes.

**Staff Recommendation and Recommended Conditions of Approval:**

The Zoning Ordinance Section 14.04 (d) required four findings were answered.

The property modification shall be substantially consistent with the plans and all information submitted to the Board as part of the application.

The Planning Staff has reviewed this request and recommends approval.

**Citizens' comments:** Cheryl Etheridge Lee and Shaquita Etheridge spoke on behalf of their mother, Myrna Etheridge. Chery Etheridge spoke to the Board to demonstrate the hardship that would be caused if the variance was not approved.

**Board's Decision:** Kevin Brickhouse recommended a motion for approval of the variance as the non-conforming size is no fault to the owner of the property, and being granted would be consistent with the plans, ordinance, and the Board per the application provided by the applicant. Scott Temple seconded the motion. The motion was approved. **(Vote 6-0).**

**Additional New Business:** Chairman Kruse asked Shelley Cox to present the staff analysis for the second case regarding the approval of a sketch plan requested by North East Development, LLC for the Equestrian Estates Phases II-VI. The representative for the development answered the Board's questions related to a separate common area lot for stormwater, working with NC DOT, traffic, right-of-way, access ways, and the number of plots. Members of the community in the audience asked questions and addressed the panel. The topics discussed related to construction, drainage, flooding, postal services, road connections, and traffic. Restrictive covenants were also mentioned.

#### **Staff Recommendation and Consistency Statement:**

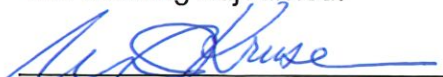
The Planning Staff has reviewed this request and recommends approval. If approved by the Board, the sketch plan will go to the Board of Commissioners for review.

**Board Consistency Statement:** The Planning Board recommended approval that the sketch plan be approved. Rich Bovie made the motion. A second motion was provided by Mr. Robert Pippen. Extensions were not recommended. **(Vote 6-0).**

#### 4. Staff Reports

Shelley Cox provided the Staff report. The office has been extremely busy with three subdivision reviews and four commercial site plans to review. Resilience Plans are moving forward.

Chairman Kruse asked for any additional comments and then requested a motion to adjourn the meeting. Kevin Brickhouse made the motion to adjourn the meeting. Mr. Bovie provided the second motion for approval. **(Vote 6-0).** The motion carried. The meeting adjourned.

  
\_\_\_\_\_  
Planning Board Chair

  
\_\_\_\_\_  
Planning Board Staff



**PASQUOTANK**  
COUNTY·NC

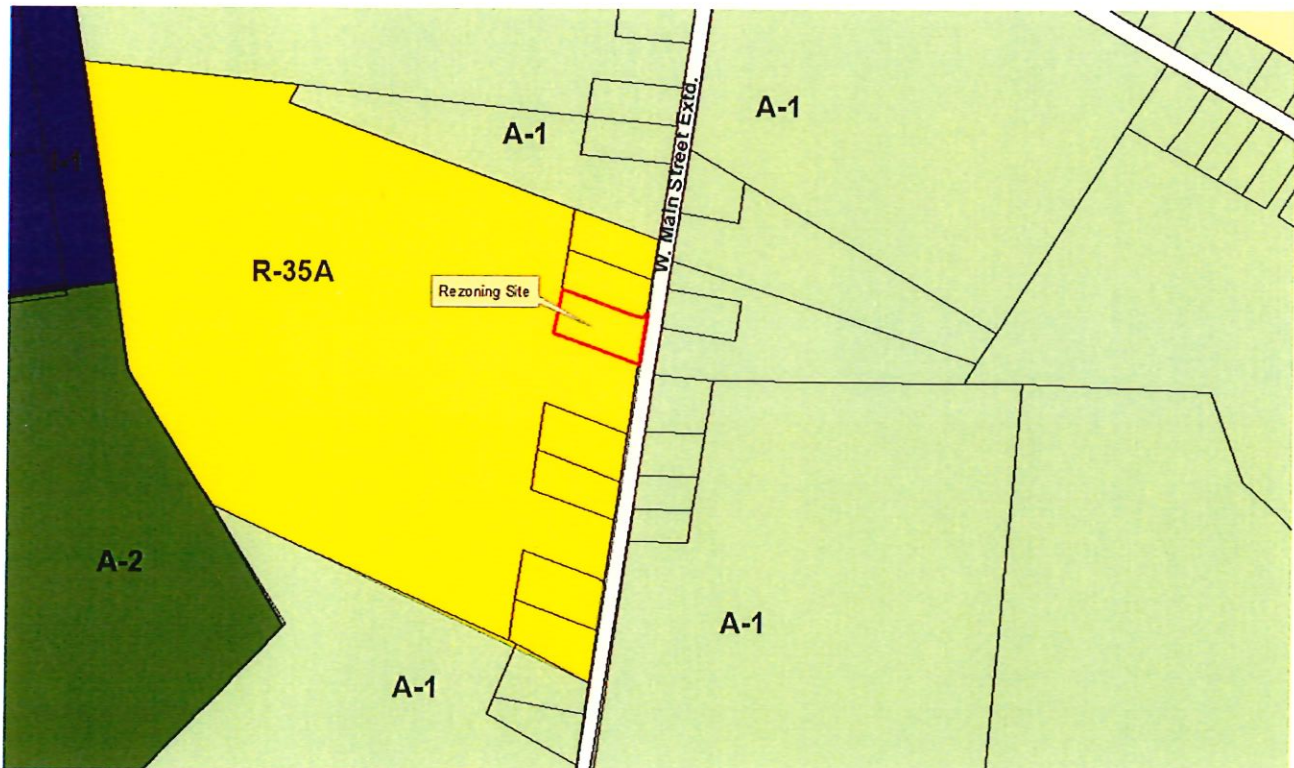
## Rezoning Request #24-01

Planning & Inspections Department  
Planning Board Review – May 16, 2024

**Property Owners/Applicants:**

Jenny Meads & Annette Sawyer  
3259 W. Main Street Extended  
Elizabeth City, NC 27909

**Requested Action:** Request is to rezone +/- .99 acres from R-35A, Residential to A-1, Agricultural.



**Surrounding  
Land Uses/Zoning:**

*North:* Residential & Farmland, R-35A & A-1  
*South:* Residential & Farmland, R-35A & A-1  
*East:* Residential, A-1  
*West:* Agricultural, A-1

**Zoning Classification:**

**R-35A, Residential (Current District)**

This district is defined as low-density residential areas and additional open areas where similar residential development will be a viable land use. The minimum lot size is 35,000 square feet. The uses permitted in this district are designed to stabilize and protect the essential character of the area and prohibit all activities of a commercial nature except certain home occupations controlled by specific limitations. Mobile homes, manufactured homes, and manufactured homes Class A are not permitted.

**A-1, Agricultural (Proposed District)**

This district is defined as large, open land areas. The regulations of this district are designed to retain the open characteristics of the land. For that reason, the permitted uses are limited in number.



**Land Use Plan Classification:**

The 2023 Pasquotank County Land Use Plan classifies this site as Low Density Residential. This classification is explained as,

These neighborhoods have larger lots, in part because of keeping to the rural character of the area and in part due to their reliance on septic systems. This character area includes lands where the predominant land use is low density residences where public water service is readily available. An internally- and externally- connected street network creates identifiable neighborhoods.

Uses associated with low density, rural residential, agricultural uses, and farming support services/industries may also occur in a supporting role and key locations.

New residential uses should be adequately buffered from active agricultural operations wherever possible. This is in order to manage conflicts between residential and farming uses.

*(Pasquotank County 2023 Land Use Plan)*

**Flood Zone:** The area requested for rezoning is not within the 100 year flood zone according to the FEMA Flood Insurance Rate Map Community Panel 3720799500L, effective December 21, 2018.

**Public Notices:** Notification of adjoining property owners and the public began on May 2, 2024 in the form of adjoining property letters and posting of a sign on the affected property. A public notice of the rezoning was advertised within The Daily Advance on May 2<sup>nd</sup> and May 9<sup>th</sup> in compliance with NC GS Chapter 160D requirements.

**Staff Comments:**

- This property was previously zoned A-1, Agricultural and was included in a 57 acre rezoning request to R-35A, Residential in January 2007. At that time, the owners intended to develop a major subdivision; however those plans never progressed due to a decline in the housing market.
- The area proposed for rezoning is 43,000 square feet. The remaining 18 acres will remain zoned R-35A.
- Access to this property is provided onto Main Street Extended.
- Should this rezoning be approved, all uses permitted in the A-1, Agricultural district would be allowed at this location subject to any conditions required by the Zoning Ordinance.

**STAFF RECOMMENDATION AND CONSISTENCY STATEMENT:**

Staff recommends approval of this request with the following consistency statement.

RR 24-01 is a request to rezone approximately .99 acres from R-35A, Residential to A-1, Agricultural. This request is consistent with the Low Density Residential classification of the property as shown on the Future Land Use Classification Map for Pasquotank County. The rezoning is reasonable and in the public interest because the property is located in an area that contains a mix of agricultural and single-family dwellings and is adjacent to property that is within the A-1, Agricultural Zoning District.