



**PASQUOTANK COUNTY  
PLANNING BOARD MINUTES  
NOVEMBER 16, 2023**

THE PASQUOTANK COUNTY PLANNING BOARD HELD AN IN-PERSON MEETING  
ON THURSDAY, NOVEMBER 16, 2023, AT 7:00 P.M. IN COURTROOM C

Planning Board Members Present: William Kruse, Chairman  
David McGuire  
Robert Pippen, Jr.  
Joseph Gregory, Jr.  
Richard Bovie

Staff Present: John Shannon, Assistant County Manager  
Shelley Cox, Planning & Inspections Director  
Adrienne Cole, Clerk to the Board

1. Call to Order

Chairman Bill Kruse called the meeting to order at 7:00 p.m. and provided the welcome.

2. Approval of Minutes from October 26, 2023

A motion was made by Rich Bovie to approve the minutes. David McGuire seconded the motion. Motion approved. **(Vote 5-0)**.

3. New Business

Chairman Bill Kruse called for new business. Shelley Cox presented a rezoning case, RR23-01. The property is owned by Donna Cartwright. The applicant, Mr. Maurice J. Juarez, is in contract to purchase the property at 119 Corporate Drive and has requested to rezone 14.69 acres from C-1, Commercial to I-1, Industrial.

**Staff Recommendation and Consistency Statement:**

The Planning Staff has reviewed this request and recommends approval with the following consistency statement:

RR 23-01 is a request to rezone approximately 14.69 acres from C-1, Commercial to I-1, Industrial. This request is consistent with the Employment/Industrial 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 adjacent to the Pasquotank County Commerce Park which is an existing Industrial Park that is zoned I-1, Industrial.

**Citizens' comments:** Five citizens from the general public attended the meeting, including the applicant Maurice Juarez, two neighboring homeowners, Bob Mueller, and Ann Muller. Chairman Bill Kruse extended an invitation on three occasions for members of the public who wanted to speak during the session to come before the board. The applicant shared comments about the reason for his proposal. The Planning Board asked fact-finding questions in the public's interest and addressed the application to applicable standards.

**Board Consistency Statement:** The Planning Board recommended approval for the proposed rezoning from Commercial to Industrial as it is consistent with the new Land Use Plan and does not pose any hazard to surrounding properties. The site is buffered from properties with residential use. Industrial and Commercial zoned properties surround the additional sides. The rezoning is recommended for approval with the recommendations included in the staff recommendations. Mr. McGuire made a motion to recommend approval. A second motion was provided by Mr. Robert Phippen. The motion carried and the proposed recommendation was approved. **(Vote 5-0)**.

The Planning Board statement will be taken to the Board of Commissioners meeting on Monday, December 4, 2023, at 6:00 P.M. in Courtroom C.

#### 4. Staff Reports

Shelley Cox provided staff reports which included the Grant from Albemarle RC&D used to update the 2009 Pasquotank Drainage Manual. The Newland Resilience Plan is moving forward. Shelley provided the names of the participants for the new Committee Action Team which included members from the Planning Board members. Shelley spoke about the County's involvement in a Gold Leaf presentation. The last of the Pasquotank County Community Meetings will occur next week. The Newland Park site plan is under review. Freedom Baptist Ministries submitted a proposal. The plans for a mini-storage facility near Okisko Road is almost complete. In addition, a submission for Strawberry Acres was recently received. Provisions will be made to recognize Mr. McGuire.

Chairman Kruse asked for any additional comments and then requested a motion to adjourn the meeting. Mr. McGuire made the motion to adjourn the meeting. Mr. Bovie seconded the approval. **(Vote 5-0)**. The motion carried. The meeting adjourned.

  
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Planning Board Chair

  
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Planning Board Staff