

**TOWN OF FOUR OAKS
PLANNING BOARD MEETING MINUTES
SEPTEMBER 10, 2024 at 6:30 p.m.**

- 1) Call to Order
Albert Brewer, Chairman called the meeting to order at 6:30 pm. Members present were Loreta Beasley, Diane Holland, Casey Matthews, Tamara Dunn, DeLaine Jackson, Chad Stewart, and Jamey Caudill. Also, present were staff: Mike Cook, Rhonda Lee & Barry Stanley.
- 2) Pledge of Allegiance – Led by Albert Brewer
- 3) Welcomes and Mission Statement – Albert Brewer
- 4) Approval of Minutes
 - (a) Planning Board Meeting – No August Meeting was held, therefore we did not have minutes to approve.
- 5) Public Hearings:
Albert Brewer called the meeting into a public hearing. Mike Cook presented the cases.
 - a) Anthony Minshew, Petitioner & Owner – Request to rezone their property located at 400 N Church St. in the Town’s City Limits; Parcel # 08008010.

NOTES ON CASE BY STAFF:

- **Owner would like to rezone parcel # 0800810 located at 400 N Church St.**
- **Parcel is in the Town’s City Limits.**
- **Public notice was in the FO Benson News in Review on August 28th & September 4th, 2024**
- **Sign was placed on property**
- **Letters were mailed to 44 property owners within a 500 ft radius on August 28th, 2024.**
- **There were two inquiries from letters that were mailed.**
- **Staff has determined the findings meet requirements and recommends approval.**

Mike Cook presented the facts to the board. Anthony Minshew, Petitioner & Owner, was present to represent. Mr. Minshew stated that he and his sister would like to rezone their late mother’s property from R-A to B1-C in order to align with the businesses around the property. There has been discussion with the First Baptist Church about using this

property as a youth center sometime in the future. The idea of renting the space for something such as a tax or insurance office or even a boutique would also be good options. The main goal is to get the property to be in alignment with other surrounding businesses.

Chad Stewart commented that with the church and daycare on each side he feels this is conducive and is a good idea.

Motion to recommend rezoning to the Board of Commissioners for approval was made by Chad Stewart, seconded by Diane Holland, motion passed unanimously.

b) Russell Barefoot, Petitioner & Owner – Request for a Subdivision to complete Meadow Hills Subdivision, Phase II, located at E. Sanders and Meadow Hills Dr. in the Town's ETJ; Parcel # 08I10049B & 08I10050V.

- **Owner would like to complete Phase II of Meadow Hill's Subdivision.**
- **Parcel is in the Town's City ETJ.**
- **Public notice was in the FO Benson News in Review on August 28th & September 4th, 2024**
- **Sign was placed on property**
- **Letters were mailed to 72 property owners within a 500 ft radius on August 28th, 2024.**
- **There were several inquiries from letters that were mailed.**
- **Staff has determined the findings meet requirements and recommends approval.**

Mike Cook presented the facts to the board. He stated Phase II was already approved in 1999 by the Board of Commissioners but because it had been so long he felt it needed to be brought back before the Board for approval.

Sauyer Roberts with BRL Engineering prefaced by stating that BRL Engineering does consulting work for the Town but in this instance, BRL Engineering will be representing the developer. Any plans submitted for this project will be reviewed by another engineering firm. The plan is for 29 residential lots with all internal streets accessed from Meadow Hills Dr. DOT standard streets that are very similar to what is in phase I/ The small parcel is already in the Corporate Limits, therefore the larger parcel will come before the Board for annexation into the Town Limits as well. The current zoning is RA8.5S, however, the lots will meet R12 setbacks so the lots will be a little larger. Denise Hamilton will have a 30ft access easement in order to access her property. Phase II will have a mailbox kiosk. Drainage, Stormwater and Erosion have all been addressed.

Public comments:

Denise Hamilton had a question about accessing her driveway. Sawyer Roberts answered her question and she understood the intentions for her access and driveway. Utilities were a concern with losing water, internet and lights for a period of time. She was reassured that this would be a smooth transition and she would not be without any utilities for a long period of time. Brian Leonard assured her that he and Russell Barefoot has her best interest in mind and will do everything in their power to make this as easy as possible. BRL Engineering stated that there is only surface drainage going into the creek. They will do calculations on surface drainage as well as sediment and erosion control. Ms. Hamilton also wanted to bring to the board's attention that she has two addresses and would like to get that corrected so she will know what her address is. Mike Cook agreed to help get this issue corrected.

No further comments from the audience or the board.

Motion to recommend Phase II of Meadow Hills Subdivision to the Board of Commissioners for approval was made by Chad Stewart, seconded by Jamey Caudill, motion passed unanimously.

Mayor and Board of Commissioners will hear the recommendations of the Planning Board at their monthly meeting on Monday, September 16, 2024 at 6:30 p.m. at the Four Oaks Town Hall Chamber.

Mark your calendar for the next Planning Board Meeting, Tuesday, October 8, 2024 at 6:30 p.m.

Motion to adjourn at 7:15pm was made by Chad Stewart, seconded by Tamara Dunn. Motion passed unanimously.

Attest

Albert Brewer, Chairman

Rhonda S. Lee
Town Clerk