



**TOWN OF GRANITE QUARRY  
PLANNING BOARD  
SPECIAL MEETING AGENDA  
July 5, 2023  
6:00 p.m.**

<b>Call to Order</b>	<b>Chair</b>
<b>Determination of Quorum</b>	<b>Chair</b>
<b>1. Approval of Agenda</b>	
<b>2. Approval of Minutes</b>	<b>June 5, 2023</b>
<b>Old Business</b>	<b>None</b>
<b>New Business</b>	
<b>3. Recognition</b>	<b>Members with Expiring Terms</b>
<b>4. Review</b>	<b>Adjusted Membership Roster</b>
<b>5. Review</b>	<b>Rules of Procedure</b>
<b>6. Review</b>	<b>GQDO Article 11</b>
<b>Adjourn</b>	

**Agenda Item Summary**

Special Meeting

July 5, 2023

Agenda Item 1

Summary

The Board may discuss, add, or delete items from the agenda.

Action Requested

***Motion to adopt the agenda (as presented / as amended).***

**Approval of Agenda**

Motion Made By:

\_\_\_\_\_

Second By:

\_\_\_\_\_

For:

- Chair Richard Luhrs
- Vice-Chair Michelle Reid
- David Morris
- Jared Mathis
- Jerry Holshouser
- Joe Hudson
- Mike Brinkley
- Ronald Jacobs
- Dolores Shannon (A)
- Fred Krusemark (A)

Against:

- Chair Richard Luhrs
- Vice-Chair Michelle Reid
- David Morris
- Jared Mathis
- Jerry Holshouser
- Joe Hudson
- Mike Brinkley
- Ronald Jacobs
- Dolores Shannon (A)
- Fred Krusemark (A)

**Agenda Item Summary**

Special Meeting

July 5, 2023

Agenda Item 2

Summary

Draft minutes from the June 5, 2023 Regular Monthly Meeting are attached for your review.

Action Requested

***Motion to approve the June 5, 2023 Regular Monthly Meeting minutes (as presented / as amended).***

**Approval of Minutes**

Motion Made By:

\_\_\_\_\_

Second By:

\_\_\_\_\_

For:

- Chair Richard Luhrs
- Vice-Chair Michelle Reid
- David Morris
- Jared Mathis
- Jerry Holshouser
- Joe Hudson
- Mike Brinkley
- Ronald Jacobs
- Dolores Shannon (A)
- Fred Krusemark (A)

Against:

- Chair Richard Luhrs
- Vice-Chair Michelle Reid
- David Morris
- Jared Mathis
- Jerry Holshouser
- Joe Hudson
- Mike Brinkley
- Ronald Jacobs
- Dolores Shannon (A)
- Fred Krusemark (A)



**TOWN OF GRANITE QUARRY  
PLANNING BOARD MEETING  
MEETING MINUTES  
June 5, 2023, 6:00 p.m.**

**Present PB:** Chair Richard Luhrs, Jared Mathis, Mike Brinkley, Ronald Jacobs, Joe Hudson, Fred Krusemark (A)

**Not Present:** Vice-Chair Michelle Reid, Jerry Holshouser, David Morris, Dolores Shannon (A)

**Staff:** Town Clerk Aubrey Smith

**Call to Order:** Chairman Luhrs called the Planning Board meeting to order at 6:00 p.m.

**Determination of Quorum:** Chairman Luhrs verified there was a quorum present.

**1. Approval of Agenda**

**ACTION:** Mr. Brinkley made a motion to approve the agenda. Mr. Jacobs seconded the motion. The motion passed with all in favor.

**2. Approval of Minutes**

**May 1 & 22, 2023**

**ACTION:** Mr. Brinkley made a motion to approve the May 2023 meeting minutes. Mr. Hudson seconded the motion. The motion passed with all in favor.

**Old Business**

**3. Granite Quarry Comprehensive Land Use Plan (CLUP)**

Mr. Mathis stated that after the last meeting he requested that a specific piece of property be zoned MU1. The group viewed the property in question. Mr. Mathis disclosed that he had a familial conflict of interest and could not vote on the change.

**ACTION:** Mr. Brinkley made a motion to approve the change. Mr. Jacobs seconded the motion. The motion passed 4-0 with Mr. Mathis not participating in the vote due to his conflict of interest.

**ACTION:** Mr. Hudson made a motion to recommend adoption of the "Ordinance to Adopt the Town Plan 2040 Comprehensive Land Use and Master Plan" (*attached*). Mr. Jacobs seconded the motion. The motion passed 5-0.

**4. Granite Quarry Development Ordinance (GQDO)**

Mr. Krusemark stated a desire to discuss different areas of the ordinance before making a recommendation for adoption. The group reviewed Article 16.2-7(A) Cul-de-sacs. Mr. Krusemark objected to the word "strongly".

**ACTION:** Mr. Krusemark made a motion to remove the word "strongly" from Article 16.2-7(A). Mr. Jacobs seconded the motion. The motion passed 5-0.

The Board reviewed other sections of the ordinance and asked for clarification, but no further recommendations for changes were made.

**ACTION:** Mr. Jacobs made a motion to recommend the adoption of the "Granite Quarry Development Ordinance". Mr. Brinkley seconded the motion. The motion passed 5-0.

**ACTION:** Mr. Hudson made a motion to recommend the adoption of the "Statement of Consistency and Reasonableness" (*attached*). Mr. Krusemark seconded the motion. The motion passed 5-0.

**New Business**

**None**

**Adjournment**

**ACTION:** Mr. Mathis made a motion to adjourn the meeting. Mr. Hudson seconded the motion. The motion passed with all in favor.

Chairman Luhrs closed the meeting at 6:22 p.m.

Respectfully Submitted,

*Aubrey Smith*  
Town Clerk

**RULES OF PROCEDURE  
GRANITE QUARRY PLANNING BOARD**

**ARTICLE I – OFFICERS AND DUTIES**

**SECTION 1.** The Officers of the Granite Quarry Planning Board shall be a Chairman and a Vice Chairman.

- a.** The Chairman shall preside at all meetings, shall appoint all standing and temporary committees, and shall vote only to break a tie vote.
- b.** The Vice-Chairman shall preside at meetings in the absence of the Chairman.
- c.** A temporary Chairman shall be elected by a majority of those present and voting in the absence of the Chairman and Vice-Chairman.

**SECTION 2.** A Secretary shall be appointed by the Granite Quarry Town Board of Aldermen.

- a.** The Secretary shall keep a record of all business transacted at any meeting of the Planning Board. The minutes of the Planning Board shall be public record and shall be kept on file and available for inspection during regular business hours.

**ARTICLE II – ELECTION OF OFFICERS**

**SECTION 1.** Election of officers shall occur at the first regular Planning Board meeting following July 1 of each year. Officers as shall be elected at the meeting shall take office immediately following their election.

**SECTION 2.** Nominations shall be made from the floor and elections of officers shall follow immediately. The nomination and election of a Chairman shall precede the nomination and election of a Vice-Chairman.

**SECTION 3.** A candidate receiving a majority vote of the membership in attendance at the Planning Board meeting shall be declared elected.

**SECTION 4.** Vacancies in office shall be filled immediately by regular election procedure.

## **ARTICLE III – MEETINGS**

**SECTION 1.** A regular monthly meeting shall be held as needed the first (rev. 2021) Monday night of each month at 6:00 p.m. (rev. 2021). In the event of a conflict with a holiday or other events, a meeting may be canceled, suspended, or rescheduled for a legitimate reason by the Chairman, subject to consensus of the Board (rev. 2021).

- a.** If a member of the Board has 3 unexcused absences of a meeting within a 6-month period, that person shall be removed from the Board. Unexcused is defined as anyone failing to call the Town office to let the staff know they will be unable to attend. (rev. Aug '04)

**SECTION 2.** A quorum shall consist of a majority of filled seats not including those excused from voting for legitimate reasons. (rev. 2019)

**SECTION 3.** Special meetings may be called by the Chairman. It shall be the duty of the Chairman to call a special meeting when requested to do so by the majority of members of the Board or when, in his judgment, such meetings are necessary.

**SECTION 4.** All meetings shall be open to the public.

**SECTION 5.** The Board shall adjourn by 7:30 p.m. (rev. 2021) unless extended by the majority vote of the Board for a specified period of time.

## **ARTICLE IV. – COURTESY HEARINGS**

**SECTION 1.** Courtesy Hearings may be called by the Planning Board on any matters of interest to the Planning Board.

**SECTION 2.** A quorum shall be required for conducting a Courtesy Hearing.

**SECTION 3.** Unless otherwise indicated, Courtesy Hearings will begin at 6:00 (rev.2021) pm and shall immediately precede the regular Board meeting. No Courtesy Hearing will begin before 5:00 pm.

**SECTION 4.** Notifications of required public hearings will be as per NC General Statute requirements. Notification for Courtesy Hearings will be as directed by the Planning Board or in absence of direction, per NC General Statutes requirements for Required public hearings. (rev. 2019)

**SECTION 5.** Sign and newspaper ad notifications of required public hearings will be as per NC General Statute requirements. Sign and newspaper ad notification for Courtesy Hearings will be as directed by the Planning Board or in absence of direction, per NC General Statutes requirements for Required public hearings. (rev. 2019)

**(Courtesy Hearing notification is not required from the Granite Quarry ordinances in the local newspaper.)**

## **ARTICLE V – CONFLICT OF INTEREST/BOARD CONDUCT**

**SECTION 1.** On any case or matter in which a Board member has a financial interest, said member shall declare such interest and subsequently abstain from any further proceeding concerning that particular case or matter. Otherwise, all Board members present shall vote on all matters upon which votes are cast. There shall be no abstentions from voting.

**SECTION 2.** Members of the Board will not express individual opinions on the proper judgment of any case with the part/parties involved prior to a Planning Board determination on that case.

## **ARTICLE VI – AMENDMENTS**

These Rules of Procedure may be amended by a majority vote of the Board provided that the proposed change shall have been submitted in writing at the previous regular meeting of the Board.

Rev. Jan. 1996, Aug. 2004, Nov. 2010, Oct. 2019, Jan. 2021