

MEETING MINUTES  
ORANGE COUNTY PLANNING BOARD  
JUNE 2, 2021  
REGULAR MEETING

(Due to current public health concerns, this meeting was held virtually.  
Members of the Planning Board, staff and public participated remotely)

**MEMBERS PRESENT:** David Blankfard (Chair), Hillsborough Township Representative; Adam Beeman (Vice-Chair), Cedar Grove Township Representative; Susan Hunter, Chapel Hill Township Representative; Lamar Proctor, Cheeks Township Representative; Randy Marshall, At-Large Representative; Alexandra Allman, At-Large Representative; Melissa Poole, Little River Township Representative; Kim Piracci, Eno Township Representative; Whitney Watson, At-Large Representative; Charity Kirk, At-Large Representative; Statler Gilfillen, At-Large Representative;

**MEMBERS ABSENT:** Carrie Fletcher, Bingham Township Representative

**STAFF PRESENT:** Craig Benedict, Planning Director; Perdita Holtz, Planning Systems Coordinator; Tina Love, Administrative Support

**AGENDA ITEM 1: CALL TO ORDER AND ROLL CALL**

Chair David Blankfard called the meeting to order.

*The Planning Board members and staff introduced themselves for the newest member.*

**AGENDA ITEM 2: INFORMATION ITEMS**

- a. Planning Calendar for June and July

**AGENDA ITEM 3: APPROVAL OF MINUTES**

May 5, 2021 Regular Meeting Minutes and Training Notes

**MOTION BY** Lamar proctor to approve the May 5, 2021 Regular Meeting Minutes and Training Notes. Seconded by Melissa Poole.

**ROLLCALL VOTE:**

- Statler Gilfillen Yes
- Melissa Poole Yes
- Randy Marshall Yes
- Lamar Proctor Yes
- Kim Piracci Yes
- Charity Kirk Yes
- Adam Beeman Yes
- Susan Hunter Yes
- Alexandra Allman Yes
- Whitney Watson Yes
- David Blankfard Yes

**MOTION PASSED UNANIMOUSLY**

**AGENDA ITEM 4: CONSIDERATION OF ADDITIONS TO AGENDA.**

Craig Benedict will update on the County's plans to resume in-person meetings

**AGENDA ITEM 5: PUBLIC CHARGE**

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**INTRODUCTION TO THE PUBLIC CHARGE**

The Board of County Commissioners, under the authority of North Carolina General Statute, appoints the Orange County Planning Board (OCPB) to uphold the written land development law of the County. The general purpose of OCPB is to guide and accomplish coordinated and harmonious development. OCPB shall do so in a manner, which considers the present and future needs of its citizens and businesses through efficient and responsive process that contributes to and promotes the health, safety, and welfare of the overall County. The OCPB will make every effort to uphold a vision of responsive governance and quality public services during our deliberations, decisions, and recommendations.

**PUBLIC CHARGE**

The Planning Board pledges to the citizens of Orange County its respect. The Board asks its citizens to conduct themselves in a respectful, courteous manner, both with the Board and with fellow citizens. At any time, should any member of the Board or any citizen fail to observe this public charge, the Chair will ask the offending member to leave the meeting until that individual regains personal control. Should decorum fail to be restored, the Chair will recess the meeting until such time that a genuine commitment to this public charge is observed.

**AGENDA ITEM 6: CHAIR COMMENTS**

There were none

*Craig Benedict gave an update on when the Planning Board might expect to resume in-person meeting once the County starts making decisions and developing protocols, which should start in August 2021.*

Alexandra Allman: Will there be an optional virtual and in-person hybrid choice?

Craig Benedict: We are working with the County Attorney. It doesn't currently look like a hybrid version is allowed.

Perdita Holtz: Prior to the pandemic, no virtual or calling in by phone was allowed. That is because state law did not allow for it. The reason local governments were able to start meeting virtually because of Covid was because legislation was passed by the General Assembly to allow for virtual meetings. The way it was passed was that only during a Governor or General Assembly declared state of emergency could virtual meeting occur. Once that state of emergency goes away we may not be able to meet virtually unless that law is changed. The state governs local government.

Whitney Watson: On a social media post, I saw an RFP for evaluation of the Planning Department. What is the background and will it impact the Planning Advisory Board.

Craig Benedict: The rules of the Planning Board are related to state law and to policies that the County Commissioners adopt that are wrapping into the Unified Development Ordinance (UDO). I do not think there will be much effect of how the Planning Board operates. The program evaluation that will be conducted in the department is done on a regular basis among various departments to analyze the function within the department and the interaction of the department with other departments. We have a central permitting division that interacts with the Fire Marshall, Environmental Health, Building Inspections and the Planning Division so this program evaluation will take a look at some of these functions between departments and find out if they are following a path that is up to date or could be modified for some efficiencies. After the consultant is chosen, they will come up with a list of questions and if they involve the Planning Board Chair/Vice-Chair or questioning the Board members in general, we will let you know.

**AGENDA ITEM 7: ADJOURNMENT**

Meeting was adjourned by consensus at 7:20 p.m.