

# Pamlico County Planning Board Meeting Minutes

Special Meeting - August 2, 2023, 7 pm

## I. Call to order

Skip Lee called to order the meeting of the Pamlico County Planning Board at 7:00 PM on Wednesday, August 2, 2023.

## II. Meeting Sign In

Kate Hankins collected signatures from all attendees.

## III. New Member Introduction and Swearing In

County Attorney, David Baxter swore in new member, Mark Lee (Township 5).

## IV. Approval of Last Meeting Minutes

- Kari Forest motions to approve minutes from last meeting with Denard Potter second, with all in favor.

## V. River Dunes Plat for Seven Lot Subdivision, Preliminary and Final

- Plat and engineer reports were given to each member for review.

(Kari Forrest and Mark Lee, recused)

Carl Ollison motions to approve the preliminary plat with Denard Potter second, with all in favor.

- Engineer reports were dispersed.
- Mark Lee to add the flood zone AE to the final and give to Ray.

Carl Ollison motions to approve the final plat with Maurice Benton second, with all in favor.

*UPDATE: Plat was approved by the Board of Commissioners at the August 7, 2023, meeting.*

## VI. Subdivision Administrator

- Clarification of the Subdivision Administrator and what can be signed off on without Planning Board approval.
- September meeting – motion for review and change. The county attorney to provide draft. (no September meeting)

(Kari Forrest, recused)

## VII. Adjournment

- Skip Lee motions to adjourn at 7:20 pm, with all in favor.