



**TOWN OF CARTHAGE
PLANNING BOARD**

**May 1st, 2025
6:00 P.M.**

AGENDA

- 1. CALL TO ORDER**
- 2. INVOCATION**
- 3. PLEDGE OF ALLEGIANCE**
- 4. APPROVAL OF AGENDA** - Members of the board may remove or add items to the agenda prior to commencing the meeting. Motions/votes are not required to approve the agenda but there must be unanimous consent before proceeding.
- 5. CONSENT AGENDA** - All items listed below are considered routine and will be enacted by one motion. No separate discussion will be held except on request of a member of the Planning Board to remove an item from the consent agenda and place it on the regular agenda.
 - a. Approval of minutes from April 3rd, 2025, Regular Meeting Minutes.
- 6. PUBLIC COMMENT** - Members of the public may use this time to address the Planning Board with any presentations, questions or concerns. Those who wish to speak should fill out the sign-up sheet in the building's entryway to be recognized during the public comment session or raise their hand and wait to be recognized by the presiding member. All public comment made as part of a public hearing should be withheld until the public hearing has begun and the floor is given to public comments. No public comment will be had outside of this public comment session or a public hearing unless otherwise permitted by the members of the board. The chairperson may place time limits on speakers prior to the start of the public comment session.
- 7. OLD BUSINESS**
 - a. No old business.
- 8. PUBLIC HEARING**
 - a. No public hearings.
- 9. OTHER BUSINESS OF THE BOARD**
 - a. Planning Board Interviews
- 10. ADJOURNMENT**

**TOWN OF CARTHAGE
PLANNING BOARD
MEETING MINUTES**

April 3, 2025

Attendance: Antoniette Kelly, Bill Smyth, Ian Lumgair, David Norris, Victoria Riddle, and Corey Diebel.

Absent: Elizabeth Futrell

1. CALL TO ORDER

- a. David Norris called the meeting to order at 6:01 p.m.

2. INVOCATION

- a. Victoria Riddle gave the invocation.

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF AGENDA

- a. ***Motion:***

David Norris made a motion to approve the agenda as presented. All ayes.

Motion passes 6-0.

5. CONSENT AGENDA

- a. ***Motion:***

David Norris made a motion to accept the Consent Agenda with the approval of the March 6, 2025, Regular Meeting Minutes. Bill Smyth seconded the motion.

All ayes, motion passes 6-0.

6. PUBLIC COMMENT

- a. No Public Comments. Public comments made during the section in which the public wishes to speak.

7. OLD BUSINESS

- a. ***Brightspeed Site Plan Review; Petitioner: Utilities One.***

Mrs. Locklear gave the introduction for the Brightspeed request to install fiber optics within the Town of Carthage. The representative for Utilities One discussed Phase 1 of the project. Mrs. Locklear stated that the attachments for the installation locations are located in the agenda which could be found online.

There were no questions from the Planning Board.

Recommendation:

Antoniette Kelly made a motion to recommend approval to the Board of Commissioners the Brightspeed Site Plan (S-03-25) as written and presented. Bill Smyth seconded the motion. All ayes. Motion passes 6-0.

Antoniette Kelly made a motion to go out of the regular session into Public Hearings. Bill Smyth seconded the motion. All ayes. Motion passes 6-0.

8. PUBLIC HEARINGS

a. Land Use Amendment to adjust Historic Preservation language; Petition: Town of Carthage.

Mrs. Locklear gave the presentation on what the request for the Historic Preservation Commission language within the 2040 Land Use Plan. Mrs. Locklear stated that Chapter 4 and Chapter 6 within the Land Use Plan have mentions of the Historic Preservation Commission. Mrs. Locklear stated that the UDO (Unified Development Ordinance) would be updated with the update presented with the UDO hearings.

There was a public comment made by Greg Pilson stating that the request was to remove the Historic Preservation Commission language in its entirety by the Board of Commissioners. Mr. Pilson also had a petition on hand with him from neighbors and other citizens for the removal of the Historic Preservation language in Town documents.

There was deliberation among the Planning Board regarding the language and what should be removed from the 2040 Land Use Plan and whether if the language would have any effect on the Historic Preservation Commission coming back for consideration.

Recommendation:

Ian Lumgair made a motion to recommend to the Board of Commissioners to strike through Chapter 8.2 and Chapter 6 and to rid of the Historic Preservation Commission language entirely. Bill Smyth seconded the motion. All ayes. Motion passes 6-0.

b. *Conditional Zoning Request for 832 Dowd Road “James Rogers McConnell Air Museum” (PID #20040368 and PID #20060255 from AP (Airport) district to AP-CZ (Airport Conditional Zoning); Petitioner: James Gaston.*

Mrs. Locklear began the presentation for the Conditional Zoning request. The applicant is requesting to build a defense tech incubator on the property with up to four, 5,000 sq. ft. buildings for a total of 20,000 square feet commercial on the property. The following uses are also being requested: defense and technology; audio, video and communicative equipment; aircraft and parts; electrical components; electrical equipment; fabricated metal products; lighting and wiring equipment; metal processing; photographic equipment; engineering services (including electrical, mechanical, and software).

There were some questions regarding the type of jobs and how many jobs would be created with the rezoning of the property. There were no public comments.

First Motion:

Ian Lumgair made a motion that the Conditional Rezoning request (CZ-01-25) is consistent with the 2040 Land Use Plans on goal #5 and goal #2. Bill Smyth seconded the motion. All ayes. Motion passes 6-0.

Second Motion:

Ian Lumgair made a motion to recommend approval to the Board of Commissioners the Conditional Zoning request of Parcel ID #20040368 & Parcel ID #20060255 (CZ-01-25) as written and presented. Bill Smyth seconded the motion. All ayes. Motion passes 6-0.

c. *Unified Development Ordinance Update to the Use Standards, Zoning Districts, and Dimensional Requirements; Petitioner: Town of Carthage.*

Mrs. Locklear began the presentation by giving a brief history of the Unified Development Ordinance update and that town staff has been working on the update for almost two years. Mrs. Locklear gave the breakdown on how the UDO Update will be reviewed by the Planning Board and the Board of Commissioners. Part 1 of the UDO Update consists of the Proposed Use Table, Accessory Uses, Temporary Uses, Use Standards, Dimensional Requirements, Zoning Districts, and the Ag District. Anna Willis, representing Kimley-Horn, gave a presentation on the changes that were made in Part 1 of the UDO Update.

There were several questions from the Planning Board members regarding what changes were made compared to the previous UDO within Part 1. Ms. Willis stated that the only changes that were made in Part 1 were the Ag District and reformatting of the other sections.

Several concerns were raised by the Planning Board regarding the time needed to review all parts of the UDO update. Planning Board member, Victoria Riddle, stated that she was concerned about approving the UDO update Part 1 because a week for review of the Planning Board agenda was not sufficient time to review and compare to the prior UDO. Mrs. Locklear stated that the UDO Part 2 would be sent out by Town staff 3 weeks prior to the Planning Board meeting in June. Mrs. Sandoval stated that the Planning Board is more than welcome, and recommended to attend the Board of Commissioners meeting to consider the UDO update for Part 1 on April 21, 2025. Mrs. Locklear stated that it would be best to continue the movement of making a recommendation for the Board of Commissioners for either approval or denial for the UDO Update Part 1 in order to review the other sections of the UDO Update.

There was some discussion among the Planning Board and Town staff regarding being able to make edits or changes after the other sections come to the Planning Board for review. The Planning Board felt that it was necessary to make a motion that would allow the Planning Board to make changes to Part 1 before the Unified Development Ordinance would be adopted.

First Motion:

Bill Smyth made a motion that the new UDO Part 1, with the reservation to make amendments before the UDO in entirety is approved, is consistent with the 2040 Land Use Plan as written and presented per all goals. Ian Lumgair seconded the motion. All ayes. Motion passes 6-0.

Second Motion:

Bill Smyth made a motion to recommend approval to the Board of Commissioners the UDO Part 1, with the reservation to make amendments before the UDO is adopted in its entirety. Corey Diebel seconded the motion. All ayes. Motion passes 6-0.

9. OTHER BUSINESS OF THE BOARD

No other business.

10. ADJOURNMENT

Antoniette Kelly motioned to adjourn the meeting. Bill Smyth seconded the motion. All ayes. Motion passes 6-0. Meeting adjourned at 7:37 p.m.

DRAFT

Town of Carthage
Planning Board



MEMORANDUM

Date: May 1, 2025
To: Planning Board
From: Jamie Sandoval, Management Analyst
Subject: Planning Board Interviews

The Board of Commissioners will be holding interviews at their regularly scheduled meeting on May 19th, 2025. Applications will close on May 12th at 5:00 p.m. As of this memo, town staff has received a total of five (5) applications for all three (3) openings. The new members will begin their term beginning at the July Planning Board meeting (Tuesday, July 8th).