

**TOWN OF FOUR OAKS
PLANNING BOARD MEETING MINUTES
AUGUST 12, 2025 at 6:30 p.m.**

1) Call to Order

Albert Brewer, Chairman, called the meeting to order at 6:30 p.m. Members present were Vice Chair, Tamara Dunn, Loreta Beasley, Casey Matthews, DeLaine Jackson, Jamey Caudill, and Ian Trammell. Also present were staff: Carol Allen, and Rhonda Lee, Town Clerk, who recorded minutes.

2) Pledge of Allegiance – Led by Jamey Caudill

3) Approval of Minutes

(a) Planning Board Meeting – July 8, 2025

Ian Trammell moved to approve the minutes from July 8, 2025, seconded by Jamey Caudill. The vote was unanimous, and the motion passed.

4) Public Hearings:

Albert Brewer called the meeting into a public hearing.

Rhonda Lee, Town Clerk, presented the cases.

Mara Mejia, Petitioner and BRL Investments, Property Owner – Application for a Special Use Permit to allow Mystic Grove Games & Gathering to operate at 108 N Main Street. Parcel # 08012027. Parcel is in the Town's City Limits.

- Owner would like to request a Special Use Permit to allow for Mystic Grove Games & Gathering.
- Parcel is in the Town's city limits.
- Public notice was in the FO Benson News in Review on July 30 and August 6.
- Sign was placed on the property August 1, 2025
- Letters were mailed to 60 property owners within a 500 ft radius on July 31, 2025.
- There were no inquiries from letters that were mailed.

Mara Mejia, petitioner, relayed to the board that she would like to open a local card shop. There is a community of card players who now have to travel to Fayetteville, Goldsboro, or Chapel Hill to play since there is not one located in Johnston County. She presented a layout of the inside along with a schedule of different games and tournaments. The information turned in also lists the charges for the card table when being used in tournaments. Ian Trammell, planning board member, stated, "I'm going to interrupt here, and let's be fair here for this first part. When the

application was submitted and letters were sent out, the term gaming was a little ambiguous for interpretation." He addressed the audience, asking "if everyone understands what she means by card games". DeLaine Jackson, planning board member, responded no. Jason Jannette was in the audience and responded yes. Ian then stated "I need you to explain, your interpretation of what she means by card game. There's a purpose behind this." Jason explained he was involved when AJ Ryman had a place similar to this. He states this was a fantasy card game like Pokémon. Jason says that it is something that families can do together and he has actually been missing it. He is in attendance tonight to make sure this was not a gambling type business. Ian stated that was exactly the point he was trying to make. Ian addressed Mara, the petitioner, and said "what we need you to do for the people here in the public, is to break down exactly what's going on rather than just cards, in let's say your business establishment. Because I understand that there are going to be RPG's there. Most of the community here do not know what an RPG is, I do, but others don't. So we need that definition given." Mara explained games such as Magic the Gathering, Pokémon, and One Piece, which is a Disney game, are some of the most popular. Others include Dungeons and Dragons and Warframe. When playing these games, the participants use a notebook, build a character, and take that character on an adventure. They create a story with 5 or 6 people and go on an adventure with their characters. There is no going out or dressing up. Some of the games involve figurines, so they will build and paint these figurines. There will be no gambling, and the only real money involved is in a tournament. DeLaine Jackson asked about parking and occupancy. She asked how many people would be in the business at one time. Mara answered by saying she had not talked with the Fire Inspector as of yet, but she expects the limit to be somewhere around 40. She is hoping for 46 but will be ok if 40 is the max. DeLaine also asked if you have to pay an entrance fee to come in and play. Mara said it depends on the day of the week and what type games are being played. There is no entrance fee to just come in and shop for merchandise. The board has copies in their packets with game day schedules and the building layout. Copies were made for citizens in the audience. She is planning to have free tables on the side and is planning a place with great aesthetics, so it's not dark and grey. Delaine voiced her concern over parking again. Railroad Street was a suggestion by Jason in the audience, and Ian. Anita Stephenson, local business owner, asked if she felt that she could get 40 people in that establishment. Mara explained that she had only been in the building twice, so she really didn't know. She stated she still needs to discuss that with the Fire Marshal. Ian then proceeded with "I think a good question to caveat for that would be, are you understanding your ability to hold yourself accountable to that number?" Mara stated 100 percent. Ian responded by saying, "It is a fair question, and to assume when you have large numbers of people in a smaller building like that and in an older area of town and stuff, you know, so we are looking at our safety and things like that. It's a fair question. And also, the accountability and holding yourself to that because business is business, and the more and more people you get in there, the more and more revenue, and sometimes certain ideologies take over on responsible actions, so that's where you have to hold yourself accountable to what the Fire Marshal says. If the Fire Marshal comes in and says now that you've got all your tables in here, all you can have in here is 30 people, what are you going to do?" Mara's answer was that it is what it is, it's 30, and that's it. She states she has had many years of experience dealing with the Fire Marshal, and she does not want to get a fine, a bad name, or to be shut down. She said, "I don't want to deal with all that." Ian continued with, "So, my next question is, why did you apply for a special use permit?" Mara stated, "Because I was told I had to." Ian said, "I am not looking for names, but what was told to you? Don't tell me any names, what was told to you?" Mara replied that because of what she was petitioning and what she had named it, and after explaining

what the business was, she was told she needed to apply for a special use permit. Ian responded with, "I want everyone in the audience, the board, to listen to what I have here. The term game room, as used in several North Carolina towns, such as Pink Hill, Stoneville, and Beaufort, refers to places of business operating mechanical or electronic gaming devices where players pay to play. Examples include arcades, billiard halls, poolrooms, and electronic gaming centers. My understanding that RPGs or board game venues would not meet that definition since it operates no coin-operated or mechanical games for payment and thus should not be regulated as a game room. What we are looking at is the definition of what someone writes on a form. The term game room, game room as defined throughout North Carolina, the entire state of North Carolina, is that as what I just explained, and that information is found by those municipalities on the internet. The information is here for anyone to look up themselves. Ok, so by definition, this business idea does not fall under game room. It falls under retail business and should be authorized, possibly for approval, just under right of use. So, with that, right is right. I don't feel by this and I'd like the board to look through their information themselves. Also, given the table of uses per Johnston County itself has, they only have a definition of adult arcades, not game rooms. I don't feel that you should have filled out an application for a special use and I'd like my members of the board to look through their paperwork and understand where I'm coming from, and if you have questions about where I'm getting this information, I will definitely reference it for you, because I think what it is here, we have an application for a special use where they paid five hundred dollars." Audience member asked if we knew what Mr. Ryman was listed under when he operated his card shop and was located where Buzzy Bee is now. Ian answered "no, I don't even know how many years ago that was. I've been here eight years and I don't remember that." Rhonda Lee, Town Clerk, suggests we wait for Mike to get back to discuss. Delaine Jackson stated "that is right, this goes under Mike Cook, this goes under planning and Mike is the Director of Planning and Rezoning. This needs to be discussed with him and get his input on this. That is not our decision." Ian said, "Ok, let's talk about that responsibility. That's a good point, in North Carolina, Planning Boards have the core responsibility of guiding and implementing developing plans within their jurisdiction. They prepare and maintain comprehensive plans, recommend policies and ordinances and advise government bodies on, I'm advising right now, government bodies on zoning and development matters. Specifically, they focus on fostering orderly development, insuring compliance with plans and engaging the public in the planning process. It's not just a Mike issue; it is a matter of what is right is right for this individual who is trying to open up a business in our beautiful downtown. And, if not pointed out by us, who does it lie on? Was anyone else going to look back on that? No. It is our job to be the first line defense of this town at any moment with any kind of thing submitted for special use permits and actions of developments and businesses. And I will hold myself accountable to maintain that job and doing that appropriate level of operation. That thing I just read came from the state's guidance of what planning boards should be in every town. So, my thing is, as we move forward it needs to be recommended that the \$500.00 is refunded in this action. Tamara Dunn, co-chair, made a motion to table the special use permit application until the September meeting, in order to discuss with Mike Cook. Jamey Caudill seconded the motion. Motion passed.

Rhonda Lee, Town Clerk, presented the case.

Chris Stanley, Petitioner and Fred & Linda Jensen, Owner – Application to rezone Parcel # 08J11023X from RA to R8.5 located at 1104 S. Lakeside Dr. Parcel is in the Town's ETJ.

- **Parcel is zoned RA. Petitioners are requesting the parcel to be rezoned to R8.5 in order to conform with surrounding properties.**
- **Surrounding parcels are zoned R8.5 and are in the City Limits.**
- **If approved, the parcel should be annexed into the City Limits. If not approved, the petitioner would like to apply for a variance.**
- **Letters were mailed to 43 property owners within a 500 ft radius on July 30.**
- **There were no inquiries from letters that were mailed.**
- **Public notice was in the FO Benson News and Review July 30, 2025 and August 6, 2025**
- **Sign was placed on the property on August 1, 2025.**

Chris Stanley was present and approached the board. He asked if anyone had any questions. Delaine stated she feels that this is something that was zoned a long time ago and Mike is trying to get everything cleaned up on the map. Chris stated that if the rezoning takes place, then the parcel would need to be annexed into the Town's City Limits. The surrounding homes that are zoned R8.5 are already in the town limits. Delaine Jackson made a motion to rezone the parcel at 1104 S. Lakeside Dr. from RA to R8.5. Ian seconded the motion, Motion passed.

With no further business brought before the board, a motion to adjourn at 6:55 pm was made by Albert Brewer and seconded by Tamara Dunn; the motion passed unanimously.

Mayor and Board of Commissioners will hear the recommendations of the Planning Board at their monthly meeting on Monday, August 18, 2025 at 6:30 p.m. at the Four Oaks Town Hall Chamber.

Mark your calendar for the next Planning Board Meeting, Tuesday, September 9th, 2025 at 6:30 p.m.

Meeting Adjourned.

Attest


Albert Brewer, Chairman


Rhonda S. Lee
Town Clerk

**TOWN OF FOUR OAKS
PLANNING BOARD MEETING MINUTES
JULY 8, 2025 at 6:30 p.m.**

1) Call to Order

Tamara Dunn, Vice Chairman, called the meeting to order at 6:30 p.m. Members present were Loreta Beasley, Casey Matthews, DeLaine Jackson, and Ian Trammell. Albert Brewer and Jamey Caudill were excused. Also present were staff: Mike Cook, Carol Allen, and Rhonda Lee, Town Clerk, who recorded minutes.

2) Pledge of Allegiance – Led by Mike Cook

3) Approval of Minutes

(a) Planning Board Meeting – May 13, 2025

DeLaine Jackson moved to approve the minutes from May 13, 2025, seconded by Casey Matthews. The vote was unanimous, and the motion passed.

4) Public Hearings:

Tamara Dunn called the meeting into a public hearing.

Mike Cook, Planning and Zoning Director/Chief Building Inspector, turned the meeting over to Reid Williams, President of the I-95 Alliance to present the I-3O Industrial Overlay District. Reid asked that it be noted in the minutes that this is an I-3O zoning district and not I-30 (zero). Reid states that the purpose of this new zoning district will give the Town more authority over the types, sizes, and materials of buildings that will go into the business park. He states that Attorneys Chip Hewett and Mike Wilber worked on the wording of this ordinance so we can be confident that it covers the Town's needs.

DeLaine Jackson asked if this overlay district would cover Old Brewer Road. Reid stated that the intentions for this zoning district will be mainly applied to the new business park, but could potentially be used elsewhere if needed.

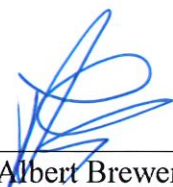
With no other questions or concerns brought before the board, Tamara Dunn called the question to approve or deny the I-3O Industrial Overlay District. Delaine Jackson made a motion to approve the new Industrial Overlay District as presented. Loreta Beasley seconded the motion. Motion carried unanimously.

With no further business brought before the board, a motion to adjourn at 6:48 pm was made by Tamara Dunn and seconded by Casey Matthews; the motion passed unanimously.

Mayor and Board of Commissioners will hear the recommendations of the Planning Board at their monthly meeting on Monday, July 21, 2025 at 6:30 p.m. at the Four Oaks Town Hall Chamber.

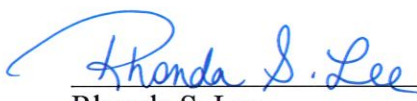
Mark your calendar for the next Planning Board Meeting, Tuesday, August 12, 2025 at 6:30 p.m.

Meeting Adjourned.



Albert Brewer, Chairman

Attest



Rhonda S. Lee
Town Clerk

**TOWN OF FOUR OAKS
PLANNING BOARD MEETING MINUTES
MAY 13, 2025 at 6:30 p.m.**

1) Call to Order

Tamara Dunn, Vice Chairman, called the meeting to order at 6:30 p.m. Members present were Loreta Beasley, Casey Matthews, DeLaine Jackson, and Ian Trammell. Albert Brewer was excused. Also present were staff: Mike Cook, Barry Stanley, and Carol Allen, who recorded minutes in the Clerk's absence.

2) Pledge of Allegiance – Led by Tamara Dunn

3) Approval of Minutes

(a) Planning Board Meeting – April 8, 2025

DeLaine Jackson moved to approve the April 8, 2025 minutes, seconded by Casey Matthews. Voting was unanimous, and the motion passed.

4) Public Hearings:

Tamara Dunn called the meeting into a public hearing. Mike Cook presented the case.

a) Ronnie & Barbara Hockaday, Petitioners and Owners – Application for rezoning of Parcel # 08J12027B, located at 2356 Keen Rd. Parcel is in the Town's ETJ.

- **Owner would like to request a rezoning to allow for a children's birthday venue with bounce house inflatables.**
- **Parcel is in the Town's ETJ.**
- **Currently zoned as R-A**
- **Public notice was in the FO Benson News in Review on April 30, 2025 and May 7, 2025.**
- **Sign was placed on the property May 2, 2025.**
- **Letters were mailed to 10 property owners within a 500 ft radius for both properties on April 30, 2025.**
- **There were no inquiries from letters that were mailed.**

Mike Cook presented the case. Ronnie and Barbara Hockaday, landowners, were in attendance. Mr. Hockaday stated that this was going to be a nice venue and that there was a great need for something like this in our area. Business owners, Allison Creek and Alice Brisco presented pictures of the outside of the building as well as inflatables. They indicated that reservations would be required.

Tamara Dunn asked what the zoning options are. Mike Cook responded that B2H or B1C were options but thought B2H was the better option.

There were no further questions from the board or the audience.

A motion to approve rezoning for Parcel # 08J12027B was made by DeLaine Jackson and seconded by Casey Matthews. The vote was unanimous, and the motion passed.

- b) Becker Morgan Group – Petitioners, CLD Land, LLC-Owners – Application for a Special Use Permit of Parcel 08I11053 located, Old Brewer Rd. Parcel is in the Town's ETJ.

- **Owner would like to request a Special Use Permit to allow for contractor's office with a warehouse and laydown yard.**
- **Parcel is in the Town's ETJ.**
- **Currently zoned as I-1L**
- **Public notice was in the FO Benson News in Review on April 30, 2025 and May 7, 2025.**
- **Sign was placed on the property May 2, 2025.**
- **Letters were mailed to 7 property owners within a 500 ft radius for both properties on April 30, 2025.**
- **There were no inquiries from letters that were mailed.**

Mike Cook presented the case. Donnie Allen was in attendance to represent Becker Morgan Group. Mr. Allen stated that his would be a lay down yard for the company and it would include an office space for a few employees. Plans meet all of the Town's requirements. There will also be a 7 ft. black chain link fence with privacy slats. Mike Cook presented plans to the board. There was some discussion on the type of building that would be built and the size of the warehouse. Mr. Allen stated that the building would be brick and that the warehouse would be approximately 13,000 sq. ft. All questions and concerns from the audience were addressed and answered.

With there being no further questions from the board or the audience, a motion to approve the Special Use Permit for Parcel # 08I11053 was made by Casey Matthews and seconded by Jamey Caudill. The vote was unanimous, and the motion passed.

- c) Tri-County Community Health Council, Petitioners & Owners – Application for a Commercial Subdivision of Parcel 08I11013K, located at 725 Boyette Rd. Parcel is in the Town's City Limits.

- **Owner would like to request a Special Use Permit to allow for commercial subdivision.**
- **Parcel is in the Town's City Limits.**
- **Current Zoning is B2-H**

- Public notice was in the FO Benson News in Review on April 30, 2025 and May 7, 2025.
- Sign was placed on the property May 2, 2025.
- Letters were mailed to 46
- property owners within a 500 ft radius for both properties on April 30, 2025.
- There were no inquiries from letters that were mailed.

Tamara Dunn recused herself and asked DeLaine Jackson to lead the meeting for this hearing. Mike Cook presented the case. Grayson Barefoot was in attendance representing Commwell Health. Mr. Barefoot stated that there would be 13 lots on 1.3 acres, and all Town regulations would be met. There was some discussion on having a building covenant drawn up by the attorney and making sure that any potential buyer for each lot turns in plans to the town. The board also wanted the contractors to raise the berm.

Town resident, Karen Wood came before the board and asked how this would affect her family and her land. She lives beside this particular property and is concerned about runoff and erosion. She also wanted to request a privacy fence be put up by the builder. Her questions were answered and concerns addressed.

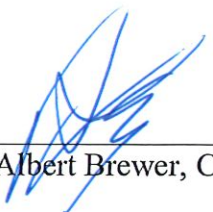
With there being no further questions from the board or the audience, a motion to approve the Special Use Permit for a Commercial Subdivision on Parcel # 08I11013K was made by Casey Matthews and seconded by Loreta Beasley. The vote was unanimous, and the motion passed.

A motion to adjourn at 7:30 pm was made by Jamey Caudill and seconded by DeLaine Jackson; the motion passed unanimously.

Mayor and Board of Commissioners will hear the recommendations of the Planning Board at their monthly meeting on Monday, May 19, 2025 at 6:30 p.m. at the Four Oaks Town Hall Chamber.

Mark your calendar for the next Planning Board Meeting, Tuesday, June 10, 2025 at 6:30 p.m.

Meeting Adjourned.


 Albert Brewer, Chairman

Attest


 Rhonda S. Lee
 Town Clerk

**TOWN OF FOUR OAKS
PLANNING BOARD MEETING MINUTES
APRIL 8, 2025 at 6:30 p.m.**

1) Call to Order

Albert Brewer, Chairman, called the meeting to order at 6:30 p.m. Members present were Loreta Beasley, Casey Matthews, Tamara Dunn, DeLaine Jackson, and Ian Trammell. Jamey Caudill was excused. Also present were staff: Mike Cook, Carol Allen, Barry Stanley, and Town Clerk Rhonda Lee, who recorded minutes.

2) Pledge of Allegiance – Led by Don Byrd

3) Welcomes and Mission Statement – Albert Brewer

4) Approval of Minutes

(a) Planning Board Meeting – March 11, 2025

Casey Matthews moved to approve the March 11, 2025 minutes, seconded by DeLaine Jackson. Voting was unanimous, and the motion passed.

5) Public Hearings:

Albert Brewer called the meeting into a public hearing. Mike Cook presented the case.

a) Golden Leaf, LLC, Petitioner & Owner – Application for a Special Use Permit for a five-unit townhome. Parcel # 08H99032V and 08H99033A located on Austin Street. Parcel is in the Town's City Limits.

- Owner would like to request a Special Use Permit to allow for a five-unit townhome located on Austin Street
- Parcel is in the Town's ETJ.
- Public notice was in the FO Benson News in Review on March 26, 2025 and April 2, 2025.
- Sign was placed on the property on March 28, 2025.
- Letters were mailed to 50 property owners within a 500 ft radius for both properties on March 28, 2025.
- There were a couple of inquiries from letters that were mailed.

Mike Cook presented the case. Don Byrd was in attendance representing Golden Leaf, LLC. Mr. Byrd stated that he does not have plans drawn up at this time but the townhomes will be 2-story units with 3 bedrooms and 2 baths and a single-car garage

for each unit. He states that the town's setbacks are met and will not need any variances. Ian Trammell asked Mr. Byrd what the square footage of each unit would be and how much they would sell for. Mr. Byrd stated that they would be in the range of 1450-1600 sq feet and sell for somewhere between 250 and 275,000. Ian also asked about other property owner disputes and encroachments on the property in question. Mr. Byrd stated that there has been a "gentlemen's agreement" with the other property owner and there were no disputes.

There were no further questions from the board or from the audience.

A motion to approve the Special Use Permit for Parcel # 08H99032V and 08H99033A was made by DeLaine Jackson and seconded by Casey Matthews. The vote was unanimous, and the motion passed.

- b) Golden Leaf, LLC, Petitioner & Owner – Application for a Special Use Permit for a five-unit townhome. Parcel # 08H99033 and 08H99033B located on George Street. Parcel is in the Town's City Limits.

- **Owner would like to request a Special Use Permit to allow for a five-unit townhome located on George Street**
- **Parcel is in the Town's ETJ.**
- **Public notice was in the FO Benson News in Review on March 26, 2025 and April 2, 2025.**
- **Sign was placed on the property March 28, 2025.**
- **Letters were mailed to 50 property owners within a 500 ft radius for both properties on March 28, 2025.**
- **There were a couple of inquiries from letters that were mailed.**

Mike Cook presented the case. Don Byrd attended on behalf of Golden Leaf, LLC. Mr. Byrd stated that this application was identical to the previous one. There were no further questions from the board or the audience.

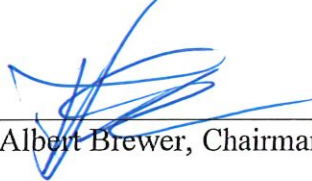
A motion to approve the Special Use Permit for Parcel # 08H99033 and 08H99033B was made by Loreta Beasley and seconded by Tamara Dunn. The vote was unanimous, and the motion passed.

A motion to adjourn at 6:45 pm was made by Albert Brewer and seconded by DeLaine Jackson; the motion passed unanimously.

Mayor and Board of Commissioners will hear the recommendations of the Planning Board at their monthly meeting on Monday, April 21, 2025 at 6:30 p.m. at the Four Oaks Town Hall Chamber.

Mark your calendar for the next Planning Board Meeting, Tuesday, May 13, 2025 at 6:30 p.m.

Meeting Adjourned.



Albert Brewer, Chairman

Attest



Rhonda S. Lee
Town Clerk

TOWN OF FOUR OAKS
PLANNING BOARD MEETING MINUTES
MARCH 11, 2025 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, Casey Matthews, Tamara Dunn, DeLaine Jackson, and Jamey Caudill. Also, present were staff: Carol Allen, Barry Stanley and Town Clerk, Rhonda Lee recording minutes.

2) Pledge of Allegiance – Led by Albert Brewer

3) Welcomes and Mission Statement – Albert Brewer

4) Approval of Minutes

(a) Planning Board Meeting – February 11, 2025

Motion to approve February 11, 2025 minutes was made by DeLaine Jackson, seconded by Jamey Caudill. Voting was unanimous. Motion passed.

5) Public Hearings:

Albert Brewer called the meeting into a public hearing. Carol Allen presented the case.

a) Interstate Outdoor, Petitioner & Crystal Johnson, Owner – Application for a Special Use Permit to erect a new billboard located on Parker Road. Parcel # 08H10105. Parcel is in the Town's ETJ.

- **Owner would like to request a Special Use Permit to allow for a new billboard on Parker Rd, along I-95.**
- **Parcel is in the Town's ETJ.**
- **Public notice was in the FO Benson News in Review on February 26, 2025 and March 5, 2025.**
- **Sign was placed on the property February 26, 2025.**
- **Letters were mailed to 17 property owners within a 500 ft radius of the property on February 26, 2025.**
- **There were no inquiries from letters that were mailed.**

Warren Stancil with Interstate Outdoor was present. He addressed the board stating that all codes have been met with the Town and that the billboard will be used for commercial business advertising. The company only allows "clean" advertising so nothing offensive will be on the board. This parcel is properly zoned as Industrial.

Resident, Sonya Ellis Kiser addressed the board and Mr. Stancil asking about the location of the billboard and how it will be accessed for maintenance. Mr. Stancil answered all of her questions. She thanked the board and Mr. Stancil for their time and had no other concerns.

Motion to approve the Special Use Permit of Parcel# 08H10105 was made by Tamara Dunn, seconded by Loreta Beasley, voting was unanimous, motion passed.

Motion to adjourn at 6:40 pm was made by Jamey Caudill, seconded by Casey Matthews. motion passed unanimously.

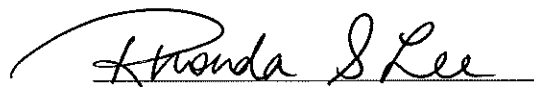
Mayor and Board of Commissioners will hear the recommendations of the Planning Board at their monthly meeting on Monday, March 17, 2025 at 6:30 p.m. at the Four Oaks Town Hall Chamber.

Mark your calendar for the next Planning Board Meeting, Tuesday, April 8, 2025 at 6:30 p.m.

Meeting Adjourned.

Attest


Albert Brower, Chairman


Rhonda S. Lee
Town Clerk

**TOWN OF FOUR OAKS
PLANNING BOARD MEETING MINUTES
FEBRUARY 11, 2025 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, Casey Matthews, Tamara Dunn, DeLaine Jackson, Chad Stewart, and Jamey Caudill. Also, present were staff: Carol Allen, DeAnna Haley, Barry Stanley and Mayor Vic Medlin.

2) Pledge of Allegiance – Led by Albert Brewer

3) Welcomes and Mission Statement – Albert Brewer

4) Chairman Albert Brewer asked for a moment of silence to remember Diane Holland, a long time planning board member that recently passed away. Mayor Medlin sends his condolences to the family and states that Mrs. Diane did a fine job for the Town and that she will be greatly missed.

5) Approval of Minutes

(a) Planning Board Meeting – November 12, 2024

Motion to approve November 12, 2024 minutes was made by Casey Matthews, seconded by Tamara Dunn. Voting was unanimous. Motion passed.

6) Public Hearings:

Albert Brewer called the meeting into a public hearing. Barry Stanley presented the cases.

a) Shelby Moss, Petitioner & Owner is requesting to rezone parcel# 08J12031D from CB to R-A, located at 2050 US Hwy 701 S., located in the Town's ETJ.

- **Parcel was zoned in years past by the county as "CB" (Commercial Business).**
- **Would like to Rezone to RA to conform with the Town's ETJ zoning regulations**

Barry Stanley presented the case. Shelby Moss, petitioner and owner would like to rezone her parcel from CB to RA.

Motion to approve the rezoning of Parcel# 08J12031D was made by Delaine Jackson, seconded by Jamey Caudill, voting was unanimous, motion passed.

b) Shelby Moss, Petitioner & Owner – Application for a Special Use Permit to allow for a new 14x56 manufactured home, located at 2050 US Hwy 701 S., Parcel is in the town's ETJ.

- Owner would like to request a Special Use Permit to allow for a New 14x56 single-wide manufactured home.
- Parcel is in the Town's ETJ.
- Public notice was in the FO Benson News in Review on January 29, 2025 and February 5, 2025.
- Sign was placed on the property January 31, 2025.
- Letters were mailed to 11 property owners within a 500 ft radius for both properties on January 29, 2025.
- There were no inquiries from letters that were mailed.

Barry Stanley presented the case. He states Mrs. Moss would like a Special Use Permit to allow a small 15x56 manufactured home on Parcel# 08J12031D. There was no further discussion or questions from the board or audience.

Chad Stewart made a motion to approve the special use that is being requested, Tamara Dunn seconded, voting was unanimous, motion passed.

Albert Brewer called the meeting into closed session. Chad Stewart made a motion to go into closed session, Delaine Jackson seconded.

Closed session discussion was to reduce the scope of the planning board members since there are several open seats at this time. No action was taken during closed session.

Motion to come out of closed session made by Chad Stewart, seconded by Delaine Jackson, voting unanimous, motion passed.

c) Amendment to Zoning Codes/Ordinances – Section 206, Accessory Uses – Section 307/601, Manufactured Homes – Ordinance 152.28C Subdivision Regulations

Motion to table amendment to zoning ordinances to March 11, 2025 meeting to allow Mike Cook a little more time to get things together.

Motion to adjourn at 7:30 pm was made by Albert Brewer, seconded by Chad Stewart. Motion passed unanimously.

Mayor and Board of Commissioners will hear the recommendations of the Planning Board at their monthly meeting on Monday, February 17, 2025 at 6:30 p.m. at the Four Oaks Town Hall Chamber.

Mark your calendar for the next Planning Board Meeting, Tuesday, March 11, 2025 at 6:30 p.m.

Meeting Adjourned.



Albert Brewer, Chairman

Attest



Rhonda S. Lee
Town Clerk