

**ARTICLE 13**  
**PLANNING BOARD**

Section 13.1 Establishment of a Planning Board

A Planning Board is hereby established as provided in Section 106D-301 of the General Statutes of North Carolina. The Planning Board shall consist of four (4) regular members and one (1) alternate; three (3) regular members and one (1) alternate shall be appointed by the New London Town Board and one (1) regular member by the County Board of Commissioners with recommendation by the New London Town Board for overlapping terms of four (4) years. Alternate members shall serve on the board in the absence or temporary disqualification of any regular member or to fill a vacancy pending appointment of a member. Alternate members shall be appointed for the same term, at the same time, and in the same manner as regular members. Each alternate member, while attending any regular or special meeting of the Board and serving on behalf of any regular member, shall have any may exercise all the powers and duties of a regular member. [G.S. 160D-301(a)] Any vacancy in the membership of the Planning Board shall be filled for the unexpired term in the same manner as the initial appointment. The Planning Board shall keep minutes of its proceedings (G.S. 160D-308). Additionally, all Planning Board members, before entering their duties, must take an oath of office (G.S. 160D-309). Members of the Planning Board shall not vote on advisory or legislative decisions regarding a development regulation where the outcome of the matter being considered is likely to have a direct, substantial, and readily identifiable financial impact on the member. A Planning Board member shall not vote on any zoning amendment if the landowner of the property subject to a rezoning petition or the applicant for a text amendment is a person with whom the member has a close familial, business, or other associational relationship (G.S. 160D-109).

Section 13.2 Jurisdiction

The members appointed to the Planning Board as the representatives of the area outside the Town of New London shall be residents of such area and citizens of Stanly County. Such members shall have equal rights, privileges, and duties with other members of the Board in all matters under the purview of the Planning Board.

Section 13.3 Powers, Duties, and Procedures

The primary objective of the Planning Board is to develop and maintain a continuing cooperative planning program to benefit the residents of the Town of New London.

Section 13.4 Purpose of Planning Board

The purposes of the Planning Board are as follows:

- 13.4.1 To make studies of the Town and its environs.
- 13.4.2 To determine objectives to be sought in the development of the areas under study.
- 13.4.3 To prepare and recommend plans for achieving these objectives.
- 13.4.4 To develop and recommend policies, ordinances, administrative procedures, and other means for carrying out plans in a coordinated and efficient manner.
- 13.4.5 To keep the Board of Commissioners and the general public informed and advised as to these matters.

- 13.4.6 To review and make recommendations to the New London Board of Commissioners (hereinafter referred to as The “Town Board”) regarding proposed changes to the New London Zoning Ordinance text and map.
- 13.4.7 To review and make recommendations to the Town Board regarding the New London Land Use Plan.
- 13.4.8 To elect officers from its membership.
- 13.4.9 To perform any other related duties contained in the Zoning Ordinance, and Subdivision Ordinance or as directed by the Town Board. Such requests by the Town Board shall be in writing.

#### Section 13.5 Appointment and Terms

- 13.5.1 The Planning Board shall consist of four (4) regular members and one (1) alternate, four (4) of whom are residents of the Town of New London and one (1) who is from the New London ETJ (The population estimates for this calculation shall be updated no less frequently than after each decennial census.) (G.S. 160D -307), and have been duly appointed by the Town Board.
- 13.5.2 All regular and alternative Planning Board Members shall be appointed for four (4) year staggered terms. Terms shall begin on July 1<sup>st</sup> and expire on June 30<sup>th</sup>.
- 13.5.3 If a vacancy on the Planning Board occurs by reason of death, resignation, change of residence, Town Board removal, or any other cause, the seat shall be filled by the Town Council, in an expeditious manner for the duration of the unexpired term.
- 13.5.4 The Town Clerk shall be responsible for maintaining a current list of the Planning Board members, including the effective date of their appointment and the expiration date of their term. The Clerk shall keep the Town Board informed as to when any term is to expire, at least 60 days prior to the expiration date.
- 13.5.5 Alternate members of the Planning Board shall be requested to attend all regular and special meetings and shall be able to cast a vote when a regular member of the Planning Board is absent or if any Planning Board member has a conflict of interest. When seated, alternate members shall have the same powers and duties of any regular member.

#### Section 13.6 Election of Officers

A Chairman and Vice Chairman shall be elected by the regular Planning Board members. Only regular members are eligible to serve as officers. Each officer shall serve for one (1) year terms, but may be elected by the Planning Board membership for successive terms to the same office.

#### Section 13.7 Secretarial Services

The Town Board shall arrange to have secretarial duties performed for the Planning Board. Said person (hereafter referred to as the “Secretary”), subject to the direction of the Chairman, shall take minutes and keep all records. The Secretary shall keep in a permanent volume the minutes of every meeting of the Planning Board. These shall show the record of all important facts pertaining to each meeting and hearing, every resolution acted upon by the Planning Board, and all votes of members of the Planning Board upon any resolution or upon the final determination of any questions, indicating the named resolution or upon the final determination of any question, indicating the names of member absent. The Planning Board minutes shall be kept at the New London Town Hall and shall be available for inspection during normal working hours.