



TOWN OF KNIGHTDALE

PLANNING DEPARTMENT

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ORD #07-11-19-003

AN ORDINANCE TO AMEND THE UNIFIED DEVELOPMENT ORDINANCE OF THE TOWN OF KNIGHTDALE, REGARDING THE CODIFICATION OF THE OLD TOWN OVERSIGHT COMMITTEE AS AN OFFICIAL ADVISORY BOARD TO THE TOWN COUNCIL WITH ENUMERATED POWERS AND RESPONSIBILITIES, RULES FOR APPOINTMENT AND TERMS, AND OTHER ORGANIZATIONAL ITEMS.

WHEREAS, the Town of Knightdale has received a petition to amend the Unified Development Ordinance in regard to the involvement of Town Council in the development approval process, to clarify issues related to the submittal of Lighting Plans, to amend the requirements for banner signs, and to further define public parks; and

WHEREAS, the Town of Knightdale Unified Development Ordinance Section 15.15 establishes uniform procedures for amending the text of the Ordinance; and

WHEREAS, the proposed zoning text changes comply with the goals of the Town's Comprehensive Plan because the proposed changes are necessary to more clearly define the general objectives of the Comprehensive Plan;

NOW, THEREFORE BE IT ORDAINED by the Town Council of the Town of Knightdale, North Carolina:

SECTION 1. That the Unified Development Ordinance of the Town of Knightdale Code be amended to read as follows (*explanatory notations in italics*):

Section 14.2 Boards and Commissions Established

The following Boards and Commissions are hereby established:

- Land Use Review Board (LURB)
- Old Town Oversight Committee (OTOC)
- Technical Review Committee (TRC)

All boards and commissions shall follow the rules of procedure as adopted by the respective Board or Committee.

Section 14.4 Old Town Oversight Committee (OTOC) (*Insert New Section and Bump Others Down*)

The authority to establish an Old Town Oversight Committee for the Town of Knightdale is granted under the authority of G.S. 160A-456(c) which states that "Any city council undertaking community development programs or activities may create one or more advisory committees to advise it and to make recommendations concerning such programs or activities".

F. Advisory Powers and Responsibilities

1. Initiate, promote and assist in the implementation of programs for public improvements in the Old Town area.
2. Initiate, promote and assist in the implementation of community involvement activities, financial incentives and technical assistance programs that would benefit residents, entrepreneurs and property owners in the Old Town area.
3. Direct the attention of appropriate Town officials to needed enforcement of any ordinance in the Old Town area.
4. Interface with Town staff to discuss hearings and cases affecting the Old Town area and formulate advisory statements for conveyance by the chairperson or other designated committee member to the governing board as appropriate.

G. Appointment and Terms of the Old Town Oversight Committee

1. There shall be an Old Town Oversight Committee consisting of at least seven (7) and no more than 13 members. All members shall be appointed by the Town Council and shall reside, own a business or own land within the Wil-Ros Subdivision or the Old Town Knightdale Study Area as defined in the *Old Town Knightdale Plan (January, 2007)*.
2. Old Town Oversight Committee members shall be appointed for two-year staggered terms. Members shall continue to serve until their successors have been appointed.
3. No person, either appointed or re-appointed by the Town Council, may serve more than three (3) consecutive terms on the Old Town Oversight Committee. A person who has served three (3) consecutive terms shall be eligible for re-appointment after a lapse in service of at least 12 months.
4. Members of the Old Town Oversight Committee may be removed by the Town Council at any time for failure to attend three (3) consecutive meetings or for failure to attend 75 percent or more of the meetings within any 12 month period or for any other good cause related to performance of duties.
5. If a member moves outside the eligible area as specified in subsection 1 above or no longer owns property within the eligible area as specified in subsection 1 above, that shall constitute a resignation from the committee.

H. Officers

1. Annually, at the first regular meeting during the month of February, the Old Town Oversight Committee shall select from among its members a chairperson and vice-chairperson. Officers shall serve for a period of not more than two (2) consecutive one-year terms in the same capacity.
2. The chairperson shall preside over the Old Town Oversight Committee as a non-voting member (except in the case of breaking a tie), decide all points of order or procedure using the latest edition of "Robert's Rules of Order" as a guide, and transmit reports and recommendations of the Old Town Oversight Committee to the Town Council.
3. The chairperson and vice-chairperson may take part in all deliberations.
4. The secretary to the Old Town Oversight Committee shall be a Town staff member assigned by the Planning Director.

I. Meetings

1. The Old Town Oversight Committee shall establish a regular meeting schedule and shall meet frequently enough, at least quarterly if necessary, so as to take action as expeditiously as possible on the items of business.

2. All Old Town Oversight Committee meetings shall be open to the public, and whenever feasible, the agenda for each meeting shall be made available in advance of the meeting.
3. A record of all meeting minutes and attendance shall be kept by the Committee secretary.

J. Quorum and Voting

1. A quorum shall be the simple majority of the Old Town Oversight Committee membership excluding vacant seats. A quorum is necessary to take official action.
2. All Old Town Oversight Committee members shall serve as voting members, except for the Chairperson who shall only vote in the case of a tie.

Section 14.5 Staff

The Administrator shall serve as staff to the Land Use Review Board, the Old Town Oversight Committee and the Technical Review Committee.

SECTION 2. That all laws and clauses of law in conflict herewith are hereby repealed to the extent of said conflict.

SECTION 3. That if this ordinance or application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions of this ordinance which can be given separate effect and to the end the provisions of this ordinance are declared to be severable.

SECTION 4. That this ordinance has been adopted following a duly advertised public hearing of the Town Council and following review and recommendation by the Land Use Review Board.

SECTION 5. That this ordinance shall be enforced as provided in G.S. 160A-175 or as provided for in the Knightdale Town Code.

SECTION 6. That this ordinance shall become effective upon its adoption by Town Council.

Adopted this 19th day of November, 2007.

Douglas M. Boyd, Mayor

ATTEST:

Suzanne M. Yeatts, Town Clerk

APPROVED AS TO FORM:

Clyde Holt, III; Town Attorney