

**CITY OF KANNAPOLIS, NC
BOARD OF ADJUSTMENT**

**Minutes of Meeting
Tuesday December 3, 2024**

The Board of Adjustment met on Tuesday December 3, 2024, at 6:00 PM at City Hall, 401 Laureate Way, Kannapolis, North Carolina. This meeting was held in accordance with required public notice as well as published on the City's website.

Board Members Present: Holden Sides, Vice-Chair
Chris Dwigkins
Danielle Martini
Jeff Parker
Wilfred Bailey

Board Members Absent: Emily Joshi

Staff Present: Richard Smith, Planning Director
Elizabeth McCarty, Assistant Planning Director
Ben Barcroft, Senior Planner
Mia Alvarez, Planner
Pam Scaggs, Recording Secretary

City Attorney: Wally Safrit

Visitors Present: None

CALL TO ORDER

Vice-Chair Sides called the meeting to order at 6:00 PM.

ROLL CALL AND RECOGNITION OF QUORUM

Ms. Scaggs, called the roll and the presence of a quorum was recognized.

APPROVAL OF AGENDA

Vice-Chair Sides asked for a motion to approve the agenda, which was made by Mr. Parker, second by Ms. Martini, and the motion was unanimously approved.

APPROVAL OF MINUTES

Vice-Chair Sides asked for approval of the August 6, 2024 minutes, which was made by Mr. Dwigkins, second by Ms. Martini, and the motion was unanimously approved.

BOARD TRAINING

Planning Director, Richard Smith, provided the Board with a comprehensive training overview. The training covered the following topics: quasi-judicial hearings; variance procedures; appeal procedures; Special Use Permit's (SUPs) and its process; rules of procedures; types of conflicts of interest; evidence versus hearsay; findings and decisions. Mr. Smith concluded the overview by making himself available for questions.

Ms. Martini inquired if applicants are permitted to submit petitions as evidence. Mr. Smith clarified that a petition is considered "hearsay", it can be submitted. He added that the caveat is that petitioners would need

1 to state their reasons for either supporting or opposing an application. Mr. Smith also mentioned that the
2 Board has the authority to subpoena witnesses.

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4 **PLANNING DIRECTOR UPDATE**

5 Mr. Smith provided an update on the fourth quarter permit report for the calendar year 2024. The updates
6 included the following topics: development map, story map, population data, code enforcement cases,
7 permits, mapping & analysis, implementation of drone photography and staff licensed to operate. He also
8 talked about a house bill that may impact zoning.

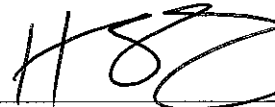
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10 **OTHER BUSINESS**

11 Mr. Smith addressed questions from the Board concerning various City development projects and sewer
12 capacity

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14 **ADJOURN**

15 There being no further business, Ms. Martini made the motion to adjourn, second by Mr. Parker and the
16 motion was unanimously approved.

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18 The meeting was adjourned at 6:37 PM on Tuesday, December 3, 2024.

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Holden Sides, Vice-Chair
Board of Adjustment

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Pam Scaggs, Recording Secretary
24 Board of Adjustment
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