



**TOWN OF CARTHAGE
PLANNING BOARD
March 6th, 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 February 6, 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**

No old business.
- 8. NEW BUSINESS**
 - a. Brightspeed Site Plan Review; Petitioner: Utilities One.
- 9. OTHER BUSINESS OF THE BOARD**
 - a. Annual Report from Planning Board
 - b. Discussion about Planning Board Terms.
- 10. ADJOURNMENT**

TOWN OF CARTHAGE

PLANNING BOARD

MEETING MINUTES

February 6th, 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 6:05 p.m.

2. INVOCATION

- a. Antoniette Kelly 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 January 7, 2025, Regular Meeting Minutes. Bill Smyth seconded the motion. All ayes, motion passes 6-0.

6. PUBLIC COMMENT

- a. No Public Comments.

7. OLD BUSINESS

- a. No old business.

8. NEW BUSINESS

- a. *Historic Preservation Commission Discussion*

Town Manager, Emily Yopp gave the presentation of the background of the Historic Preservation Commission establishment in the Town of Carthage. Mrs. Yopp gave the background of the process of staffing the Historic Preservation Commission, the

obtaining of the National Trust Grant, and the items that the Historic Preservation Commission has completed. There were some questions from the Planning Board regarding the Historic Preservation Commission duties and what has been completed by the Commission and The Pines Preservation Guild.

After Mrs. Yopp's presentation, Mr. Davis Norris allowed public comment for the topic to take place. The following public comments were made by the following: Tim Emmert, Scott Chase, Betsy Pilson, Greg Pilson, Murphy McNeill. Mr. David Norris read the email that was submitted by Dr. Peter Little. The consensus of the public comment was that they all resided within the historic district and did not approve of regulations that the Historic Preservation Commission would impose on the historic district. They explained that it would cost additional funds for updates or typical upkeep to their historic homes. The public comments also stated that they did not support the regulations of their historic properties due to the current state of their historic properties and regulations only poses harm on the owners of the properties. Historical Preservation Commission Chair, Ariel Matthews, made a comment about the need for historic preservation and made a clarifying comment to one of the other comments that were made regarding regulations by the Historic Preservation Commission to only the street view of the historic home.

The Planning Board had much discussion as well as clarifying questions towards the public. The Planning Board decided that they did not want to make a recommendation whether to keep or remove historic preservation regulations.

Recommendation:

David Norris made a recommendation for Town sponsored tax credits for historic homeowners. Bill Smyth recommended that a question be asked to the Town Attorney regarding the Design Standards, if it can only be placed on new construction homes. Ian Lumgair stated that the Historic Preservation Commission move forward and continue their work with caution of the Design Standards. Bill Smyth seconded the recommendation. All ayes. Motion passes 6-0.

9. OTHER BUSINESS OF THE BOARD

No other business.

10. ADJOURNMENT

Bill Smyth motioned to adjourn the meeting. Antoniette Kelly seconded the motion. All ayes. Motion passes 6-0. Meeting adjourned at 9:00 p.m.



MEMORANDUM

Date: March 6, 2025
To: Planning Board
From: Jennifer Hunt, Town Planner
Subject: Site Plan Review for Brightspeed Fiber Installation; Petitioner: Utilities One

I. SUMMARY OF APPLICATION REQUEST:

The applicant, Utilities One with Brightspeed, had attended Town staff’s Technical Review Committee on February 13th. The request includes installation of fiber internet within the Town of Carthage.

Town Staff recommends postponing the site plan review to April’s Planning Board meeting due to an uncompleted application.

PETITION MOTION (Required Motion)

I move to

Postpone the Site Plan Review to the next Planning Board Meeting held on April 3rd at the McDonald Building (207 McReynolds Street) at 6:00 p.m.



MEMORANDUM

Date: March 6, 2025
To: Planning Board
From: Jamie Sandoval, Clerk to the Planning Board
Subject: Other Business of the Planning Board: Annual Report & Planning Board Terms

I. Annual Report from Planning Board

Town Staff is working on the 2025 Annual Report to present to the Board of Commissioners on March 15th during their Budget Retreat. Staff is requesting any updates and/or future goals that the Planning Board has or wishes to achieve. Are there any activities or events that the Planning Board wishes to hold? Are there any supplies that the Planning Board wishes to have for the upcoming fiscal year? All recommendations are suggested to include in the Annual Report.

II. Discussion about Planning Board Terms

There are three (3) Planning Board Terms that are coming up for new appointments or reappointments after the June 5th Planning Board meeting. These positions include Antoniette Kelly's term, Ian Lumgair's term, and Elizabeth Futrell's term. If the Planning Board member wishes to remain on the Planning Board, another application and brief interview with the Board of Commissioners. If the Planning Board member wishes to not continue serving, the Planning Board position will end after the June 5th meeting. Planning Board applications can be found on the Town of Carthage's website or from the Clerk to the Planning Board, Jamie Sandoval (jmsandoval.admin@townofcarthage.org).