

**TOWN OF ERWIN
PLANNING BOARD/BOARD OF ADJUSTMENTS
MONDAY, MAY 18th AT 7:00 PM
ERWIN MUNICIPAL BUILDING BOARD ROOM**

AGENDA

1. **MEETING CALLED TO ORDER**
 - A. Invocation
 - B. Pledge of Allegiance

2. **CONSENT AGENDA**
 - A. Planning Board Minutes from Regular Meeting on February 16th, 2026 (**Page 2**)

3. **ORGANIZATIONAL MEETING**
 - A. Oath of Office for Harold Dean Downing (**Page 6**)
 - B. Oath of Office for Grace Ambelas (**Page 7**)

4. **OLD BUSINESS**
 - A. Updates

5. **NEW BUSINESS**
 - A. Allowing Recombinations Permitting Lots Meet Substandard Lot Ordinance (**Page 8**)

6. **ADJOURNMENT**

PLANNING BOARD
MEETING MINUTES
MONDAY, FEBRUARY 16th, 2026
ERWIN, NORTH CAROLINA

The Town of Erwin Planning Board held its regular meeting in the Erwin Municipal Building Board Room 100 West F Street, Erwin NC on Monday, February 16th 2026, at 7:00 PM.

Board members present were Chairperson Nicholas Skatell, Vice Chairperson Jim Hartman, In-Town Board Members Marsha Woodard, Rebecca Kelly, Michael Jackson, Grace Watts, and Kathryn Moore, and Out-of-Town Board Member Howard Godwin. Also present was In-Town Alternate Dean Downing.

Board member absent was Rebecca Kelly. Also absent was In-Town Alternate Karen Beitar.

Staff members present were Town Manager Snow Bowden, Town Planner Dylan Eure, and Deputy Clerk Katelan Blount.

Chairperson Nicholas Skatell called the meeting to order at 7:00 PM.

Board Member Kathryn Moore gave the invocation.

Vice Chairperson Jim Hartman led the Pledge of Allegiance.

CONSENT ITEMS

Board Member Kathryn Moore made a motion to approve the items on the consent agenda, which included the minutes of December 15th, 2025, and the minutes of January 20th, 2026. The motion was seconded by Howard Godwin. **The Board voted unanimously.**

ORGANIZATIONAL MEETING

The Planning Board members discussed the nomination of the Chairperson and Vice Chairperson for the 2026 Planning Board.

Board Member Howard Godwin made a motion to re-elect the current Chairperson, Nicholas Skatell, and Vice Chairperson, Jim Hartman. The motion was seconded by Kathryn Moore. **The Board voted unanimously.**

MINUTES CONTINUED FROM FEBRUARY 16th 2026

OLD BUSINESS

Updates:

Town Planner Dylan Eure updated the Planning Board on the status of previously heard rezoning for 45 and 47 Red Hill Church Road. It was approved by the Board of Commissioners and rezoned to R-10, and has been filed.

No Tractor Trailer Trucks Allowed on Certain Streets

Town Planner Dylan Eure re-presented the No Tractor Trailer Truck on Certain City Streets Amendment to the Board.

Board Member Howard Godwin made a motion to table this amendment until more information for the need of this amendment can be presented.

Board Member Michael Jackson asked that he would to make an amended motion to table this amendment until there is a business built in that area requiring the need for the exclusion of tractor-trailers. The Motion was seconded by Howard Godwin. **The Board voted unanimously.**

NEW BUSINESS

Matthews Property Preliminary Major Subdivision

Town Planner Dylan Eure informed the Board that this preliminary plat would contain 37 single family home lots, zoned under the Rural District zoning classification (RD). The application was submitted Mr. Brian Raynor, and the property owner is ABJ Investments, LLC. The applicants and property owners would ensure that all requirements, not limited to, NCDEQ, Harnett Regional Water, Harnett County Fire Marshall, and NCDOT required items, are met prior to the final plat map submittal. There will also be septic tanks on each lot.

There was discussion among the Board about the soil analysis on page 18. There was some questioning on the suitability of the soil for septic tanks on some of the lots.

Mr. Scott Brown, an engineer and surveyor for the developer, approached the Board to speak. He informed the Board of the plans, and that they have done the preliminary soil testing through Southeastern Soil & Environmental Associates, Inc. He stated that all the lots meet current requirements in the RD zoning district, and that they will verify all requirements again before they submit the final plat.

Board Member Michael Jackson asked if there was a possibility of the development applying to annex into the Town.

MINUTES CONTINUED FROM FEBRUARY 16th 2026

Scott Brown stated that he would have to speak to the developer regarding annexation, he was unsure of the answer at this time.

Chairperson Nicholas Skatell asked if there was anyone else to speak on the subdivision.

Mr. Wayne Tyndall of 380 NC 82, which is located across from the subdivision, asked questions regarding the number of bedrooms per home, as well as how many parking spaces the homes would have.

Mr. Brown stated that he was unaware, since his client is not the builder, but rather the developer. They would be responsible for creating the lots within the zoning classification and then sell the lots to be built upon.

Mr. Wayne Tyndall asked where the entrance of the subdivision would be, and if there has been any thought of the side of the road they would be turning from.

Mr. Brown stated that they would be following all NCDOT requirements.

Dr. Mary Margaret Tripp Hether, and Mr. Mark Tripp, both of Benjamin Tripp Lane, asked what the stormwater and drainage plan would be for this development. They expressed concern with water coming in from another local development and want to ensure adequate planning to mitigate flooding.

Town Planner Dylan Eure stated that a development of this size would require approval from North Carolina Department of Environmental Quality, depending on the impervious surfaces and ground types.

Chairperson Nicholas Skatell asked if there was anyone else present to speak on this major subdivision. No one came forward.

Board Member Howard Godwin made a motion to approve the Matthew Property Preliminary Major Subdivision, which was seconded by Kathryn Moore. **The Board voted unanimously.**

Family Care Homes

Town Planner Dylan Eure informed the Board that this is a proposed text amendment to Chapter 36, Article 2 of the Code of Ordinances, entitled "Definitions", as well as Chapter 36, Article 5, Sec 36-115 entitled "R-15 Permitted Uses" to provide an updated definition of family-care homes as well as include them as a permitted use within R-15 zoning district, as required by North Carolina General Statute.

Board Member Grace Watts asked if there were any plans to add any new family care homes to Erwin at this time.

Town Planner Dylan Eure stated that there is not, this amendment just brings our Code of Ordinances in line with the General Statutes.

MINUTES CONTINUED FROM FEBRUARY 16th 2026

Vice Chairman Jim Hartman asked if this would change the Good Hope mental hospital zoning?

Town Planner Dylan Eure stated that this would only affect those classified as Family Care Homes, which would allow 2-6 residents, so this would not apply to the hospital.

Vice Chairperson Jim Hartman made a motion to approve this text amendment, which was seconded by Kathryn Moore. **The Board voted unanimously.**

Chairperson Nicholas Skatell asked the Board to read the Statement of Consistency.

Board Member Marsha Woodard read the following Statement of Consistency:

“The proposed text amendment to add the definition of “Family Care Homes” to the Erwin Code of Ordinances, Chapter 36, Article 2, entitled “Definitions”, as well as the amendment to Chapter 36, Article 5, Sec 36-115, entitled “R-15 Permitted Uses” allowing Family Care Homes as a permitted use within R-15 zoning district would bring the Town of Erwin’s Code of Ordinance in line with the requirements of the North Carolina General Statutes.

Therefore, it is recommended that this amendment be **approved.**”

Board member Howard Godwin made a motion in the affirmative, which was seconded by Kathryn Moore. **The Board voted unanimously.**

ADJOURNMENT

Board Member Howard Godwin made a motion to adjourn the meeting at 7:33 P.M. and was seconded by Kathryn Moore. **Motion unanimously approved.**

**Minutes recorded and typed by
Katelan Blount, Deputy Town Clerk**

**Nicholas Skatell
Chairperson**

**Katelan Blount
Deputy Town Clerk**



TOWN OF ERWIN

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Mayor
Randy L. Baker
Mayor Pro Tem
Ricky W. Blackmon
Commissioners
Alvester L. McKoy
Timothy D. Marbell
Charles L. Byrd
David L. Nelson
William R. Turnage

OATH OF OFFICE

“I, Howard ‘Dean’ Downing, Jr., do solemnly swear (or affirm) that I will support and maintain the Constitution and laws of the United States, and the Constitution and laws of North Carolina not inconsistent therewith, and that I will faithfully discharge the duties of my office as In Town Planning Board Member of the Town of Erwin, so help me God.”

Howard ‘Dean’ Downing, Jr.

Sworn To and Subscribed Before Me
This 18th Day of May, 2026.

Katelan Blount
Deputy Town Clerk



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OATH OF OFFICE

“I, Grace Ambelas, do solemnly swear (or affirm) that I will support and maintain the Constitution and laws of the United States, and the Constitution and laws of North Carolina not inconsistent therewith, and that I will faithfully discharge the duties of my office as Alternate In Town Planning Board Member of the Town of Erwin, so help me God.”

Grace Ambelas

Sworn To and Subscribed Before Me
This 18th Day of May, 2026.

Katelan Blount
Deputy Town Clerk

Erwin Planning Board

REQUEST FOR CONSIDERATION

To: Erwin's Planning Board Members

From: Snow Bowden, Town Manager

Date: May 18, 2026

Subject: Allowing Recombinations Permitting Lots Meet Substandard Lot Ordinance

The Town Staff of Erwin wishes to amend Chapter 30 of the Code of Ordinances entitled "Subdivisions" Section 30-168 Subsection (a) within Article VI, to allow the recombination of non-conforming parcels, provided that the owner does not own sufficient land to make a conforming lot, and the created lot's width and area are within 20% of the required width and area of the zoning district in which the parcel is located.

Proposed Addition to Section 30-168

For the purposes of this article, "subdivision" means all divisions of a tract or parcel of land into two or more lots, building sites, or other divisions for the purpose of sale or building development (whether immediate or future) and shall include all divisions of land involving the dedication of a new street or a change in existing streets; but the following shall not be included within this definition nor be subject to the regulations enacted pursuant to this chapter:

- (1) The combination or recombination of portions of previously subdivided and recorded lots where the total number of lots is not increased and the resultant lots are equal to or exceed the standards of the municipality as shown in this chapter; or **when an owner does not own sufficient land to enable them to conform to the dimensional requirements of the zoning district, provided that the lot created is not more than 20% below the minimum specified lot area and width of the zoning classification.**
- (2) The division of land into parcels greater than ten acres where no street right-of-way dedication is involved;
- (3) The public acquisition by purchase of strips of land for the widening or opening of streets; and
- (4) The division of a tract in single ownership whose entire area is no greater than two acres into not more than three lots, where no street right-of-way dedication is involved and where the resultant lots are equal to or exceed the standards of the municipality as shown in this chapter.

Statement of Consistency

Allowing Recombinations Permitting Lots Meet Substandard Lot Ordinance

The proposed text amendment is compatible with all of the Town of Erwin's regulatory documents, according to Erwin's 2023 Land Use Plan and Erwin's Code of Ordinances. This amendment would best prevent property owners who have a clear hardship from going through a subdivision variance, permitting that the lot created is within 20% of the minimum width and area of the requirement of the zoning district and would be in compliance with Erwin's "Substandard of Lot" ordinance. It is recommended that this text amendment be **approved**.

Nicholas Skatell
Chairperson

Katelan Blount
Deputy Town Clerk

Statement of Inconsistency

Allowing Recombinations Permitting Lots Meet Substandard Lot Ordinance

The proposed text amendment is not compatible with all of the Town of Erwin's regulatory documents, according to Erwin's 2023 Land Use Plan and Erwin's Code of Ordinances. This amendment would not best serve the residents of the Town of Erwin. It is recommended that this text amendment be **disapproved**.

Nicholas Skatell
Chairperson

Katelan Blount
Deputy Town Clerk