



**TOWN COUNCIL AND PLANNING AND ZONING BOARD  
JOINT SPECIAL CALLED COMPREHENSIVE PLAN TRAINING AGENDA  
THURSDAY, FEBRUARY 6, 2019  
9:00 AM  
TOWN HALL ASSEMBLY ROOM**

- I. CALL TO ORDER.**
- II. INVOCATION.**
- III. WELCOME.**
- IV. APPROVAL OF AGENDA.**
- V. ITEMS FOR DISCUSSION:**
  1. Comprehensive Plan Training Session.
    - Jake Petrosky, Planning Manager and Jay McLeod, Senior Planner with Stewart;
    - Bryan Jones, Planning Director.
- VI. ADJOURN.**

*\*Breakfast will be served.*

***NOTICE:*** *The meeting is open to the public; however, public comments will not be received.*

***SPECIAL NOTICE:*** *Anyone who needs an interpreter or special accommodations to participate in the meeting should notify the Town Clerk, Don Harvey at (252) 215-2344 at least forty-eight (48) hours prior to the meeting. (Americans with Disabilities Act (ADA) 1991.)*



**Town of Winterville  
Town Council  
Agenda Abstract**

**Item Section:** New Business

**Meeting Date:** February 6, 2020

**Presenter:** Bryan Jones, Planning Director

**Item to be Considered**

**Subject:** Comprehensive Land Use Plan – Training Session.

**Action Requested:** NA.

**Attachment:** Training Session Agenda.

**Prepared By:** Bryan Jones, Planning Director

**Date:** 1/29/2020

**ABSTRACT ROUTING:**

TC: 1/29/2020

TM: 1/29/2020

Final: tjp - 1/29/2020

**Supporting Documentation**

As part of the implementation of the Comprehensive Land Use Plan, the Stewart team will conduct a one half day training session for Town Staff, Planning and Zoning Board, and Town Council. This training will be geared toward understanding the role of the Plan in regards to future development proposals and prioritizing the goals of the Town. We will also discuss the updates needed to the Zoning Ordinance as a result of the adoption of the Plan.

**Budgetary Impact:** TBD.

**Recommendation:** NA.

**Council Training Session  
Agenda**

**Date:** February 6, 2020

**Time:** 9:00-11:00 am

**Location:** Winterville Town Hall (2571 Railroad Street, Winterville, NC 28590)

**Agenda Items**

1. Welcome and introductions (5 min.)
2. Public comment period (3 min. per speaker)
3. Highlights of the plan (10 min.)
  - a. FLUM
  - b. Downtown
  - c. Recommendations, by category
4. Making the most of your plan (30 min.)
  - a. How it is used:
    - i. By staff: with private citizens, in staff duties (*Planning Dept.*)
    - ii. By decision makers: at public hearings (legislative vs. quasi-judicial) (*Stewart*)
    - iii. By leadership: prioritizing annual work plans (*Stewart*)
  - b. Accomplishing a plan: Responsibility, timelines, accountability (*Stewart*)
5. Facilitated work session, discussion roundtable (60 min.)
  - a. What challenges/recommendations identified in the plan are most pressing or should be prioritized?
  - b. Establish priorities for achieving the plan
    - i. Guiding development (spatially and development standards)
    - ii. Priorities for UDO updates
    - iii. Other recommendations or identified priorities
  - c. Establish preliminary guidance for staff
    - i. Responsible parties, timelines, accountabilities

**Notes**

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