

# NORTH CAROLINA ASSOCIATION OF ZONING OFFICIALS



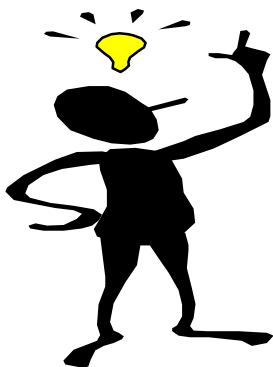
Progress  
Through  
Zoning

2004 SUMMER EDITION

June  
2004

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Got an Idea??

Job Opening??

New Ordinance ??

New Enforcement Program ?

Unusual B.O.A. Case ???

Let Us Know.....

We can do an article in an upcoming newsletter and share it with fellow members.

Please contact the Newsletter Chair, Gary Ouellette by e-mail, [gouellette@ci.jacksonville.nc.us](mailto:gouellette@ci.jacksonville.nc.us) or call (910) 938-5361.

## MESSAGE FROM THE PRESIDENT

FRED FEATHERSTONE

### DON'T FORGET TO VOTE!!!

You will find contained in this newsletter ballots for the 2004-2005 election of officers and a new board member for the NCAZO. In addition there are two key award nominations. One for Zoning Official of the year and one for Outstanding NCAZO Member. Please participate in this very important function of our organization. Only original ballots included in your newsletter and submitted will be counted. They need to be mailed directly to me at P.O. Box 246, Manteo, N.C. 27954.



I am looking forward to seeing you all in Boone for our annual conference. Chair Michael Sandy and co-chair Brent Graybeal have been working diligently to provide an informative and fun conference with family events. The agenda and registration are included in this newsletter. My kids are already excited about a trip to the mountains.

This year has flown by so fast that I just can't believe it. I am very proud of the NCAZO Officers and Board of Directors for all their dedication, long hours, and hard work. They deserve a lot of credit and I want to personally thank each of them. I also want to thank you for the opportunity to serve as President of the NCAZO. It has been a wonderful experience that I will treasure always. Thanks to Rich Ducker and David Owens for all their hard work. They are instrumental in the success of our organization.

Please be sure to visit the NCAZO website and while there don't forget to participate in the discussion forum. Also please check the link for NCAZO membership to ensure your information is accurate. In closing, thanks for your continuing support and feel free to contact me at [featherstone@townofmanteo.com](mailto:featherstone@townofmanteo.com) with comments or concerns.

- ◆ Traffic Impact Analysis
- ◆ Corridor Studies
- ◆ Ordinance Development
- ◆ Access Evaluation
- ◆ Air Quality Permitting
- ◆ Public Involvement
- ◆ Traditional Neighborhood Design



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# BOARD OF DIRECTORS MEETING




Serving North Carolina communities  
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Mapping

Raleigh 919.828.0531 Greenville 252.757.1096  
Hickory 828.322.5533 Asheville 336.626.5322

The NCAZO Board of Directors held its regularly scheduled meeting of the 2004 year at the Institute of Government in Chapel Hill on April 22, 2004.

Members Present: Fred Featherstone, President; Penny Tysinger, First Vice President; Michael M. Sandy, Second Vice President; Mark Carpenter, Treasurer; and Board Members Joey Lea, Sabrina Oliver, Gary M. Ouellette, Geoffrey Pearson, Phyllis Hicks.

Members Absent: Lloyd Pace, Secretary.

Gary Ouellette and Phyllis Hicks took minutes in Lloyd Pace's absence.

Approval of the minutes of the February 23, 2004 meeting was approved on a motion by Penny Tysinger and seconded by Joey Lea. The vote was unanimous.

Michael Sandy gave a brief summary of progress being made regarding the summer annual conference in Boone. Meals and entertainment had been confirmed and some final adjustments were being made to the conference agenda.

Penny Tysinger, Chairperson of the awards committee stated an award for Student of the Year, Zoning Enforcement Official of the Year and Outstanding NCAZO Member of the Year will be presented at the summer conference. Nomination forms would be in the next newsletter.

Nomination Committee report was presented by Fred Featherstone, President.

Mark Carpenter gave the Financial Report as of April 22, 2004. A brief summary would be published in the next newsletter.

Joey Lea gave the Membership Report stating there are now 315 members. Discussion was presented regarding the late dues notices and action by the board for non-payment. Joey Lea was tasked with drafting a change to the Constitution of the Association to address this matter. The constitutional changes would be presented at the annual conference business meeting.

Phyllis Hicks gave the Legislative Report sharing information regarding amortization of signs and billboards and possibly having to make compensation to sign companies.

Gary Ouellette stated the deadline for submittal of articles for the newsletter is May 15, 2004 for mailing on June 15, 2004.

Fred Featherstone, President, discussed the need for a financial overview committee. He then appointed Michael Sandy, Mark Carpenter, Geoffrey Pearson and Sabrina Oliver to serve.

This concluded the Board of Directors Meeting.

# CERTIFICATION COMMITTEE

**Mark Carpenter**, C.Z.O., Chairman, West  
 Zoning Administrator, City of Lincolnton  
 P.O. Box 617, Lincolnton, NC 28098  
 Phone 704-736-8930 Fax 704-736-8959  
[markcarpenter@ci.lincolnton.nc.us](mailto:markcarpenter@ci.lincolnton.nc.us)

**Faye Shelton**, C.Z.O., Central  
 Director of Planning, Rockingham County  
 P.O. Box 105, Wentworth N.C. 27375  
 Phone 336-342-8134 Fax 336-342-8362  
[fshelton@co.rockingham.nc.us](mailto:fshelton@co.rockingham.nc.us)

**Larry Odom**, C.Z.O., Vice Chairman, At-Large  
 Planner II, Nash County Planning Dept.  
 120 W. Washington St., Suite 2110, Nashville, NC 27856  
 Phone 252-459-1212 Fax 252-459-1381  
[larry.odom@ncmail.net](mailto:larry.odom@ncmail.net)

**Greg McCoy**, C.Z.O., East  
 Zoning Enforcement Officer, City of New Bern  
 P.O. Box 1129, New Bern, N.C. 28563  
 Phone 252-636-4126 Fax 252-636-2146  
[mccoyg@newbern-nc.org](mailto:mccoyg@newbern-nc.org)

**Sabrina Oliver**, C.Z.O., Secretary, Central  
 Zoning / Subdivision Coordinator Town of Elon  
 P.O. Box 595, Elon, N.C. 27244  
 Phone 336-584-3601 Fax 336-584-5334  
[soliver@ci.elon.nc.us](mailto:soliver@ci.elon.nc.us)

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 Zoning Enforcement Officer, Johnston County  
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[phyllis.hicks@johnstonnc.com](mailto:phyllis.hicks@johnstonnc.com)

**Tony Beasley**, C.Z.O., West  
 Chief Code Enforcement Officer, City of Lexington  
 31 West First St, Lexington, N.C. 27292  
 Phone 336-248-3900 Fax 336-243-7766  
[tonyb@lexingtonnc.net](mailto:tonyb@lexingtonnc.net)

**Michael M. Sandy**, Liaison  
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 201 S. Second Street, Albemarle, NC 28001  
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**David Barley**, C.Z.O., At Large  
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[ducker@iogmail.iog.unc.edu](mailto:ducker@iogmail.iog.unc.edu)



# CONGRATULATIONS

Congratulations go out to the following officials for having participated in the 2004 Zoning Certification Exam and attaining the NCAZO "CZO" Certification.

<b>Name</b>	<b>Jurisdiction</b>
Cindy Babson	Town of Shallotte
Williane McMillian	City of Wilmington
Mia Carter	Mecklenburg County
Suzanne Cotellessa	Town of Duck
Roger Crook	Davidson County
Amy Dunn-McLamb	Town of Four Oaks
Richard Elam	City of Wilmington
William Flynn	Northhampton County
John Fullerton	City of Wilmington
Larry Gantenbein	Town of Highlands
Montrena Hadley	City of Mebane
Craig Harmon	Alamance County
Terry Jordan	City of Morganton
Troy Lewis	City of Tarboro
Christine Logan	City of Asheville
Robin Maxbauer	City of Havelock
Sue McLaughlin	Town of N. Topsail Beach
Jack Meadows	City of Siler City
Kevin Medeiros	City of Wilson

<b>Name</b>	<b>Jurisdiction</b>
Laurie Mitchell	Moore County
Donald Moore	Mecklenburg County
Lee Nichols	Town of Leland
Dale Orr	City of Boiling Spring
Lissa Parrish	Town of Apex
Tammy Ray	Town of Frankinton
Teresa Reed	Town of Montreat
Iris Riddle	Catawba County
Stuart Rohrbaugh	City of Brevard
Barbie Rollins	Scotland County
Stephen Sattler	City of Wilmington
Gary Setzer	Mecklenburg County
Steve Smith	Town of Yanceyville
Holly Teague	Guilford County
Sean Tencer	City of Greensboro
Mark Tutor	Town of Cary
Judy Webb	City of Shelby
Kia Whittlesey	Mecklenburg County
Greg Wilson	Town of Granite Falls

# CONFERENCE REGISTRATION

NORTH CAROLINA ASSOCIATION OF ZONING OFFICIALS  
 ANNUAL CONFERENCE BOONE, NC  
 July 25, 2004 – July 28, 2004

**Reservations:** You must make your own reservation with the Appalachian Conference Center - Quality Inn. Please make your reservations no later than June 22, 2004 and inform them you will be attending the NCAZO Conference to assure the guaranteed rate. You may extend your stay before or after the conference at the same room rate. The telephone number for reservations is 1-800-903-8209 or 1-828-262-0020.

**Room Rates:** \$ 79.99 plus 10% tax

<b>Registration:</b>	<b>Members</b>	\$ 85.00	*Late Registration: \$ 110.00	
	<b>Non-members</b>	\$ 105.00	*Late Registration: \$ 130.00	* Received After
	<b>Spouse/Guest</b>	\$ See below	*Late Registration: \$ Add \$10	July 15

Name x \_\_\_\_\_ x \_\_\_\_\_ x \_\_\_\_\_ x \_\_\_\_\_  
 Adults

**Children 3-12** \$ See below Late Registration: \$ Add \$10, each

Names x \_\_\_\_\_ x \_\_\_\_\_ x \_\_\_\_\_  
 x \_\_\_\_\_ x \_\_\_\_\_ x \_\_\_\_\_

**\*\*Meals for members are included in the Registration fee.**  
**\*\*Meals for Spouse/Guest are being cost allocated to what meals are requested.**

	Adult	Children 3-12	Number Adult/Child	Total
Sunday evening	\$ 10.00	\$ 5.00	A ____/C ____	\$ ____
Tuesday evening	\$ 15.00	\$ 10.00	A ____/C ____	\$ ____
Wednesday morning	\$ 10.00	\$ 5.00	A ____/C ____	\$ ____

**Totals # \_\_\_\_\_**

**Tickets will be assigned at the conference for each meal purchased to present during the event.**

Total : \$ \_\_\_\_\_ Included with Registration (spouse and children)

Total: \$ \_\_\_\_\_ Due upon arrival

**Send Registration Forms & Fees to:** Stanly County Planning Department  
 Attention: Michael M. Sandy  
 201 S. Second Street  
 Albemarle, NC 28001  
 Fax: (704) 986-3617

**Make Checks Payable to:**  
**NCAZO**

\*\*\*A fee of \$25.00 will be charged for all returned checks\*\*\*

**NOTE:** Due to current budget restrictions for most jurisdictions, payment can be made upon arrival, but please send check for Spouse / Guest and or children with the registration form so that proper planning for the conference can be made.

Early registration forms must be returned no later than July 1, 2004

\*\*\* No Late Registration forms will be accepted or refunds given after July 15, 2004\*\*\*



# 2004 NCAZO ANNUAL CONFERENCE

## AGENDA

BOONE, NC ~ JULY 25 – 28, 2004

### SUNDAY, JULY 25, 2004

For golf, hiking, fishing, and canoeing information, call Brent Graybeal at 828-265-8043

<b>4:00 PM – 6:00 PM</b>	<b>Registration</b>
<b>5:00 PM – 6:00 PM</b>	<b>Board of Director's Pre-Conference Meeting</b>
<b>6:00 PM – 8:00 PM</b>	<b>Deli Buffet and Entertainment</b>
<b>**8:15 PM – 9:45 PM</b>	<b>Zoning Certification Exam Review Session**</b>

*Hospitality Room will be open from 8:00 PM until Midnight*

### MONDAY, JULY 26, 2004

<b>8:00 AM – 9:00 AM</b>	<b>Registration and Continental Breakfast</b>
<b>9:00 AM – 9:15 AM</b>	<b>Welcome</b>
<b>9:15 AM – 10:15 AM</b>	<b>“It's My Property and I'll Do With It What I Want!”</b>
	<b>Educating and Engaging Citizens About Land Use Planning and Zoning.”</b>
<b>10:15 AM – 10:30 AM</b>	<b>Break</b>
<b>10:30 AM – 11:30 AM</b>	<b>“It's My Property and I'll Do With It What I Want!” . . . continued</b>
<b>11:30 AM – 1:00 PM</b>	<b>Lunch on your own</b>
<b>1:00 PM</b>	<b>Self guided tours – Grandfather Mountain</b>
	<b>Tweetsie Railroad</b>
	<b>Downtown Boone</b>

**Dinner on your own**

*Hospitality Room will be open from 8:00 PM until Midnight*

### TUESDAY, JULY 27, 2004

<b>8:00 AM – 8:30 AM</b>	<b>Registration and Continental Breakfast</b>
<b>8:30 AM – 8:45 AM</b>	<b>Announcements</b>
<b>8:45 AM – 10:15 AM</b>	<b>Legal Corner</b>
<b>10:15 AM – 10:30 AM</b>	<b>Break</b>
<b>10:30 AM – 12:00 PM</b>	<b>Legal Corner continued</b>
<b>12:00 PM – 1:30 PM</b>	<b>Lunch on your own</b>
<b>**1:45 PM – 3:30 PM</b>	<b>Zoning Certification Exam**</b>
<b>1:30 PM – 2:15 PM</b>	<b>Concurrent Sessions (3 sessions)</b>
	<b>1) High Impact Land Use Ordinance (asphalt plants, etc.)</b>
	<b>2) Starting a Historic Preservation Commission</b>
	<b>3) Landscaping Regulations</b>

<b>2:15 PM – 2:30 PM</b>	<b>Break and switch sessions</b>
<b>2:30 PM – 3:15 PM</b>	<b>Concurrent Sessions</b>
<b>3:15 PM – 3:30 PM</b>	<b>Break and switch sessions</b>
<b>3:30 PM – 4:15 PM</b>	<b>Concurrent Sessions repeated</b>
<b>4:15 PM – 5:00 PM</b>	<b>Where do we go from here?</b>
<b>7:00 PM – 10:00 PM</b>	<b>Annual Banquet, Award Ceremony &amp; Entertainment</b>

*Hospitality Room open 10:00 PM until Midnight*

### WEDNESDAY, JULY 28, 2004

<b>8:30 AM – 9:30 AM</b>	<b>Breakfast Buffet</b>
<b>9:30 AM – 10:30 AM</b>	<b>Business Meeting and Swearing in of Officers</b>
<b>10:30 AM – 11:00 AM</b>	<b>Final Remarks</b>
<b>11:00 AM</b>	<b>Adjournment</b>
<b>12:00 PM</b>	<b>Board of Directors Meeting</b>

# ANNUAL CONFERENCE INFO BITES

**Hotel/Conference Center Info:** The Quality Inn has an excellent Web Page listing all their amenities, room features, restaurants, shopping, recreation, area attractions and directions. Go to [www.qualityinnboone.com](http://www.qualityinnboone.com) and check it out.

The Quality Inn Appalachian Conference Center is centrally located at the intersection of Highway 321 and Highway 105 in Boone. It is within walking distance of Appalachian State University and downtown Boone, convenient to the village of Blowing Rock, major attractions and many great restaurants.

## Area Attractions:

- Appalachian State University ( 1/2 mile)
- Tweetsie Railroad (2 miles)
- Watauga Industrial Park (2 miles)
- Blue Ridge Parkway (5 miles)
- Blowing Rock (8 miles)
- Golf (1 – 20 miles)
- Outlet Shopping (7 miles)
- Grandfather Mountain (17 miles)
- Watauga Lake (25 miles)

**Getting Together:** Anyone interested in getting a group together for a specific outing such as a round of golf, rafting, canoeing, hiking, site seeing, shopping, etc., contact Brent Graybeal, Michael Sandy or any of the Board Members. We will do our best to assist in organizing, and attempting to get some type of group or discount rates.

# WELCOME NEW MEMBERS



## New Member

Alysia N. Bailey  
 Bobby Harris  
 Brenda Jenkins  
 James Earl Jarman II  
 Sue McLaughlin, CZO  
 Dale E. Orr, CZO  
 Tammy M. Ray, CZO  
 Christopher D. Seaberg  
 Steve C. Smith, CZO

## Jurisdiction

Town of Holly Springs  
 Granville County  
 Onslow County  
 Onslow County  
 Town of North Topsail Beach  
 City of Boiling Spring Lakes  
 Town of Franklinton  
 Lenoir County  
 Town of Yanceyville

If you have joined NCAZO within the past three months and are not on the above list, or if you know anyone that may benefit from membership, please contact; Joey Lea at (336) 222-5085 or email [jlea@ci.burlington.nc.us](mailto:jlea@ci.burlington.nc.us)

*Notice to all members; we need your help! Please go to the membership list on our web site to check for complete and correct information (names, titles, phone #s, email, etc.). The site will allow you to email me any corrections.*  
 (<http://ncinfo.iog.unc.edu/organizations/NCAZO/index.html>)

Thank you for your support of the NCAZO. Hopefully, your membership will be beneficial to you, your organization and your career.

# OFFICIAL BALLOT NCAZO

## OFFICIAL BALLOT NCAZO NCAZO 2004 Officers and Board of Directors

### PRESIDENT

**Penny Tysinger, CZO, Cape Fear Council of Government**

Pursuant to Article IX, Section 9.2 of the Constitution of the NCAZO, the First Vice President will ascend to the office of the President at the next election.)

### FIRST VICE PRESIDENT

(\_\_\_) **Michael Sandy, CZO, Stanly County**

(\_\_\_) \_\_\_\_\_

### SECOND VICE PRESIDENT

(\_\_\_) **Joey Lea, CZO, City of Burlington**

(\_\_\_) \_\_\_\_\_

### BOARD OF DIRECTORS (One vote from the Central District)

(\_\_\_) **Loray Averett, CZO, Central District, City of Greensboro**

(\_\_\_) \_\_\_\_\_

**Ballots should be mailed to:  
Fred Featherstone  
P.O. Box 246  
Manteo, NC 27954**

# AWARD NOMINATIONS

## OUTSTANDING MEMBER OF THE YEAR

**This award is given in recognition of an outstanding member of the NCAZO for the preceding year. The award is presented to the active NCAZO member who has distinguished himself/herself by loyalty and dedication to the Association affairs. Any NCAZO member may make a nomination.**



Nominee's Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Jurisdiction: \_\_\_\_\_

Population: \_\_\_\_\_

Number of Staff in Zoning Enforcement: \_\_\_\_\_

Supervisor's Name: \_\_\_\_\_

Recommended by: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

- NCAZO activities for the previous year:
  
- NCAZO Activities in prior years:
  
- Statement of why you think the nominee should receive this award. Attach Additional Sheets if needed.

Please return no later than June 30, 2004 to:

Penny Tysinger, Director of Planning & Development Services

1480 Harbour Drive

Wilmington, NC 28401

Fax: 910-395-2684

Email: [ptysinger@capefearcog.org](mailto:ptysinger@capefearcog.org)

Committee members: Michael Sandy, Stanly County; Phyllis Hicks, Johnston County; Geoffrey Pearson, Mecklenburg County

### ZONING ENFORCEMENT OFFICAL OF THE YEAR



**This award is to be presented annually to a zoning enforcement official, inspector, code enforcement officer, planner, building inspector, or other official responsible for the administration of zoning and who is an active member of the NCAZO. This person must have shown qualities of leadership and dedication to the job and have a thorough knowledge of the ordinance that he/she is responsible for enforcing. This person must have proven ability to handle difficult tasks in a manner that exemplifies the traits of professionalism sought by the NCAZO.**

Nominee's Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Jurisdiction: \_\_\_\_\_

Population: \_\_\_\_\_

Number of Staff in Zoning Enforcement: \_\_\_\_\_

Supervisor's Name: \_\_\_\_\_

Recommended by: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

- Brief description of job duties (include responsibilities other than zoning enforcement if applicable)
  
- Give specific examples of the nominee's outstanding performance of zoning enforcement duties. Examples may include such things as knowledge and application of the ordinance, innovative and effective enforcement techniques, successful handling of difficult situations, difficult interpretations of Board of Adjustment cases, working to improve areas in the zoning ordinance and effective communication with the public. Attach additional sheets as needed.

Please return no later than June 30, 2004 to:

Penny Tysinger, Director of Planning & Development Services  
1480 Harbour Drive  
Wilmington, NC 28401  
Fax: 910-395-2684  
Email: [ptysinger@capefearcog.org](mailto:ptysinger@capefearcog.org)

Committee members: Michael Sandy, Stanly County; Phyllis Hicks, Johnston County; Geoffrey Pearson, Mecklenburg County

# CONSTITUTION CHANGES

The Board of Directors of the North Carolina Association of Zoning Officials has formed a Constitution Committee to study and suggest changes to the constitution that may be necessary and beneficial to the Association. The Board of Directors has agreed that the following changes should be adopted in order to maintain modern standards and efficient organizational procedures. The following are sections of the constitution as written, followed by the recommended change along with justification for the change. You may review the entire text of the constitution from our web site. Please take the time to review these recommended changes. They will be discussed and voted on during the business meeting at the Annual Conference in accordance with the Constitution as follows:

## Article XIV - Amendment

- Section 14.1  
A proposal to amend the constitution of the Association shall be submitted in writing to the President and Secretary of the Association not less than 60 days prior to the scheduled meeting at which the amendment is to be considered.
- Section 14.2  
A copy of all proposals to amend the constitution shall be mailed to members at least 30 days prior to the scheduled meeting.
- Section 14.3  
Proposed amendments shall be voted upon by the membership in attendance at a regular or called meeting. Proposed amendment must receive a two third (2/3) majority of those voting.
- Section 14.4  
Voting on amendment may be by ballot, raised hand, roll call or voice.

## RECOMMENDED CHANGES ARE AS FOLLOWS:

### FROM:

#### Article IV - Membership

Membership in the Association shall be in the following categories:

- (b) Associate Membership  
Associate membership shall be available to any person concerned with the enforcement or administration of land use development and related fields. Associate membership shall also be available to a Zoning Board of Adjustment members, Board Officers and Attorneys. Associate members shall have no voting privileges nor hold any office.

### TO:

#### Article IV - Membership

Membership in the Association shall be in the following categories:

- (b) Associate Membership  
Associate membership shall be available to any person concerned with the enforcement or administration of land use development and related fields. Associate membership shall also be available to *Zoning Board of Adjustment members, Appointed members of a board associated with Planning, Zoning, Building, Land Development, and Attorneys.* Associate members shall have no voting privileges nor hold any office.

Justification: to clarify what a Board Officer is and to expand the associate membership to any board member associated with planning, zoning, building or land development.

### From:

#### Article V – Fiscal Year

- **Section 5.2 - Dues**  
The Board of Directors shall determine annual dues which shall be based upon type of membership - Regular and Associate. Honorary members shall be exempt from paying dues. Membership dues are due and payable by January 31<sup>st</sup> for the current annual year. Any new member joining after June 30<sup>th</sup> of the annual year, dues will not be due until January 31<sup>st</sup> after one (1) full annual year has lapsed.

- Section 5.3 Delinquencies

Notification of outstanding dues shall be sent by the Treasurer to delinquent members not less than once in each six months, and the delinquent member informed of the penalties herein provided. If a member fails for one year to pay their dues, they shall cease to be a member, but may at any later time be reinstated upon payment in full of current dues.

**To:**

**Article V – Fiscal Year**

- Section 5.2 - Dues

The Board of Directors shall determine annual dues which shall be based upon type of membership - Regular and Associate. Honorary members shall be exempt from paying dues. Membership dues are due and payable by January 31<sup>st</sup> for the current annual year. ***For any new member joining after June 30<sup>th</sup> of the current annual year, the cost of dues will be half of the annual dues.***

- Section 5.3 Delinquencies

**Notification of outstanding dues shall be sent by the Treasurer to delinquent members not less than once in each six months, and the delinquent member informed of the penalties herein provided. *If a member fails to pay their dues before July 1<sup>st</sup> of the current year, they shall remain a member until January 31<sup>st</sup> of the next year but will be removed from the associations mailing list. If a member fails for one year to pay their dues, they shall cease to be a member, but may at any later time be reinstated upon payment in full of current dues.***

Justification: Pro-rated dues and mailing list changes are necessary to cover the expenses of new member packages, newsletters and other administrative operating expenses during the six month period from July 1<sup>st</sup> through December 31<sup>st</sup>.

**From:**

**Article VI - Board of Directors and Officers**

- Section 6.3

From the full Board of Directors, the President shall appoint a Secretary who shall keep the minutes and records of all meetings of the Board of Directors and business sessions of the annual meeting and shall conduct the correspondence of the Association. The President shall also appoint a Chairperson to each of the standing Committees, which shall be, Legislation, Membership, Nomination, Program, Education/Publicity, and Certification. The President shall be the Chair of the Nomination Committee and the 2nd Vice President shall be the liaison person to the Certification Committee and will be an ex officio member of that committee. (See Article IX Sec. 9.3).

**To:**

**Article VI - Board of Directors and Officers**

- Section 6.3

From the full Board of Directors, the President shall appoint a Secretary who shall keep the minutes and records of all meetings of the Board of Directors and business sessions of the annual meeting and shall conduct the correspondence of the Association ***and the Board. The secretary shall provide and maintain Board of Directors notebooks and Policy Manual.*** The President shall also appoint a Chairperson to each of the standing Committees, which shall be, Legislation, Membership, Nomination, Program, Education/Publicity, and Certification. The President shall be the Chair of the Nomination Committee and the 2nd Vice President shall be the liaison person to the Certification Committee and will be an ex officio member of that committee. (See Article IX Sec. 9.3).

Justification: to clarify the duties of the office of Secretary.

**From:**

**Article VII - Nomination and Election**

- Section 7.1

Officers and Directors of the Association shall be elected by a majority vote of regular members eligible to vote. At least ninety (90) days prior to the annual meeting, the President shall appoint a nominating committee of at least three (3) regular members, one from each District. The Nominating committee shall submit nominations for each of the positions of officer or director for which an annual election is to be held by the Association. Those nominees nominated by the Nominating Committee shall be listed in a notice prepared by the Committee. A copy of the notice shall be sent by mail to each regular member no later than 30 days prior to the annual meeting of the Association. This will prohibit nomination from the floor.

- Section 7.2

Election of officers shall be from regular members that have served on, or that are now serving on the Board of Directors.

**To:****Article VII - Nomination and Election**

- Section 7.1

Officers and Directors of the Association shall be elected by a majority vote of regular members eligible to vote. At least ninety (90) days prior to the annual meeting, the President shall appoint a nominating committee of at least three (3) regular members, one from each District. The Nominating committee shall submit nominations for each of the positions of officer or director for which an annual election is to be held by the Association. Those nominees nominated by the Nominating Committee shall be listed in a notice prepared by the Committee. A copy of the notice shall be sent by mail to each regular member no later than 30 days prior to the annual meeting of the Association. This will prohibit nomination from the floor.

- Section 7.2

Nomination of officers shall be from regular members that have served on, or that are now serving on the Board of Directors. Justification: Section 7.2 contradicts Section 7.1. Should read "Nomination of" instead of "Election of". This is believed to be a typo.

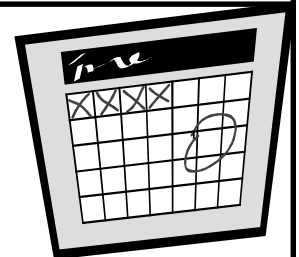


## NCAZO WEB PAGE

The NCAZO Board invites you to visit the web page, [www.iog.unc.edu/organizations/NCAZO/index.html](http://www.iog.unc.edu/organizations/NCAZO/index.html), to see the latest in news and events. Also visit our on line NCAZO membership roster. Please check your information on the membership list for accuracy such as correct name, address, phone number, fax number and e-mail address. There is a direct link to the membership chairman, Joey Lea, for any corrections you may have.

While you are there, take a look at the Discussion Forum, [www.iog.unc.edu/organizations/NCAZO/index.html](http://www.iog.unc.edu/organizations/NCAZO/index.html). You can ask questions or post comments in reference to zoning issues from around the state. There is a wealth of expertise and knowledge within our organization. You can tap into this vast knowledge through the forum.

## 2004 CALENDAR NOTES



### UPCOMING MEETINGS AND WORKSHOPS

Annual Conference: The annual conference is scheduled for July 25<sup>th</sup> – 28<sup>th</sup> in Boone, NC. A great agenda and lots of fun have been planned. Contact Michael Sandy ([Msandy@co.stanly.nc.us](mailto:Msandy@co.stanly.nc.us)) or Brent Graybeal ([brent.graybeal@ncmail.net](mailto:brent.graybeal@ncmail.net)) if you desire to help with or during the conference. Mark your calendars.

Election of Officers: Election of Officers and Board Member(s) will be conducted during the Annual Conference. Please complete the ballots in this newsletter and forward them to Fred Featherstone, President, as soon as possible. Every vote counts.

Zoning Officials Annual Awards: The annual awards for *Zoning Enforcement Official of the Year*, and *Outstanding NCAZO Member of the Year* are approaching. These too will be announced at the annual conference in Boone. Please complete the nomination forms in this newsletter and forward them to Penny Tysinger as soon as possible for the committee to review.

The Board of Directors will meet on July 25<sup>th</sup> and July 28<sup>th</sup> at the Annual Conference in Boone.

Newsletter Articles: The deadline for articles for the next newsletter is August 15<sup>th</sup>. If you have items of interest for the entire membership, let us know. We also have advertising space available. If you know of a Planning/Zoning related business that would like to advertise in our newsletter, let us know. Contact Gary Ouellette at: [gouellette@ci.jacksonville.nc.us](mailto:gouellette@ci.jacksonville.nc.us).

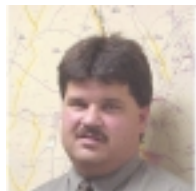
# OFFICERS & BOARD OF DIRECTORS 2003-2004



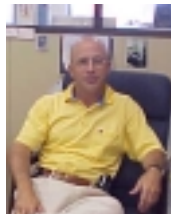
**Fred Featherstone**, President  
Town of Manteo  
P.O. Box 246, Maneto, NC 27954  
Phone 252-473-2133 Fax 252-473-2135  
[featherstone@townofmanteo.com](mailto:featherstone@townofmanteo.com)



**Penny Tysinger**, 1st Vice-President  
Cape Fear Council of Governments  
1480 Harbour Drive, Wilmington, NC 28401  
Phone 910-395-4553 Fax 910-395-2684  
[ptyisinger@capefearcog.org](mailto:ptyisinger@capefearcog.org)



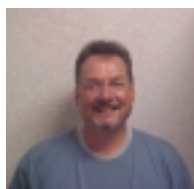
**Michael M. Sandy**, 2nd Vice-President  
Stanly County  
201 S. Second Street, Albemarle, NC 28001  
Phone 704-986-3665 Fax 704-986-3617  
[Msandy@co.stanly.nc.us](mailto:Msandy@co.stanly.nc.us)



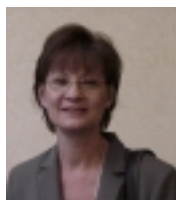
**Lloyd Pace**, Secretary, Western, 2006  
Rowan County  
402 N. Main Street, Salisbury, NC 28144  
Phone 910-638-3101 Fax 910-638-3130  
[pacel@co.rowan.nc.us](mailto:pacel@co.rowan.nc.us)



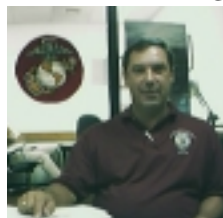
**Mark Carpenter**, Treasurer, 2006  
City of Lincolnton  
P.O. Box 617, Lincolnton, NC 28098  
Phone 704-736-8930 Fax 704-736-8959  
[markcarpenter@ci.lincolnton.nc.us](mailto:markcarpenter@ci.lincolnton.nc.us)



**Joey Lea**, Board Member, Central, 2004  
City of Burlington  
P.O. Box 1358, Burlington, NC 27215  
Phone 336-222-5085 Fax 336-222-5090  
[jlea@ci.burlington.nc.us](mailto:jlea@ci.burlington.nc.us)



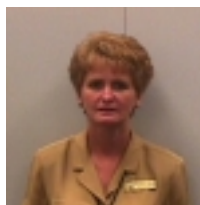
**Sabrina Oliver**, Board Member, Central, 2005  
Town of Elon  
P.O. Box 595, Elon, NC 27244  
Phone 336-584-3601 Fax 336-584-5334  
[soliver@ci.elon.nc.us](mailto:soliver@ci.elon.nc.us)



**Gary M. Ouellette**, Board Member,  
Eastern, 2005  
City of Jacksonville  
P.O. Box 128,  
Jacksonville, NC 28541  
Phone 910-938-5236  
Fax 910-938-5031  
[gouellette@ci.jacksonville.nc.us](mailto:gouellette@ci.jacksonville.nc.us)



**Geoffrey Pearson**, Board Member,  
Western, 2006  
Charlotte-Mecklenburg  
700 N. Tryon Street, Charlotte, NC 28202  
Phone 704-336-4389 Fax 704-353-0196  
[pearsgm@co.mecklenburg.nc.us](mailto:pearsgm@co.mecklenburg.nc.us)



**Phyllis Hicks**, Board Member,  
Eastern, 2006  
Johnston County  
206 E. Johnston Street  
Smithfield, NC 27577  
Phone 919-989-5150 Fax 919-989-5426  
[phyllis.hicks@mail.co.johnston.nc.us](mailto:phyllis.hicks@mail.co.johnston.nc.us)

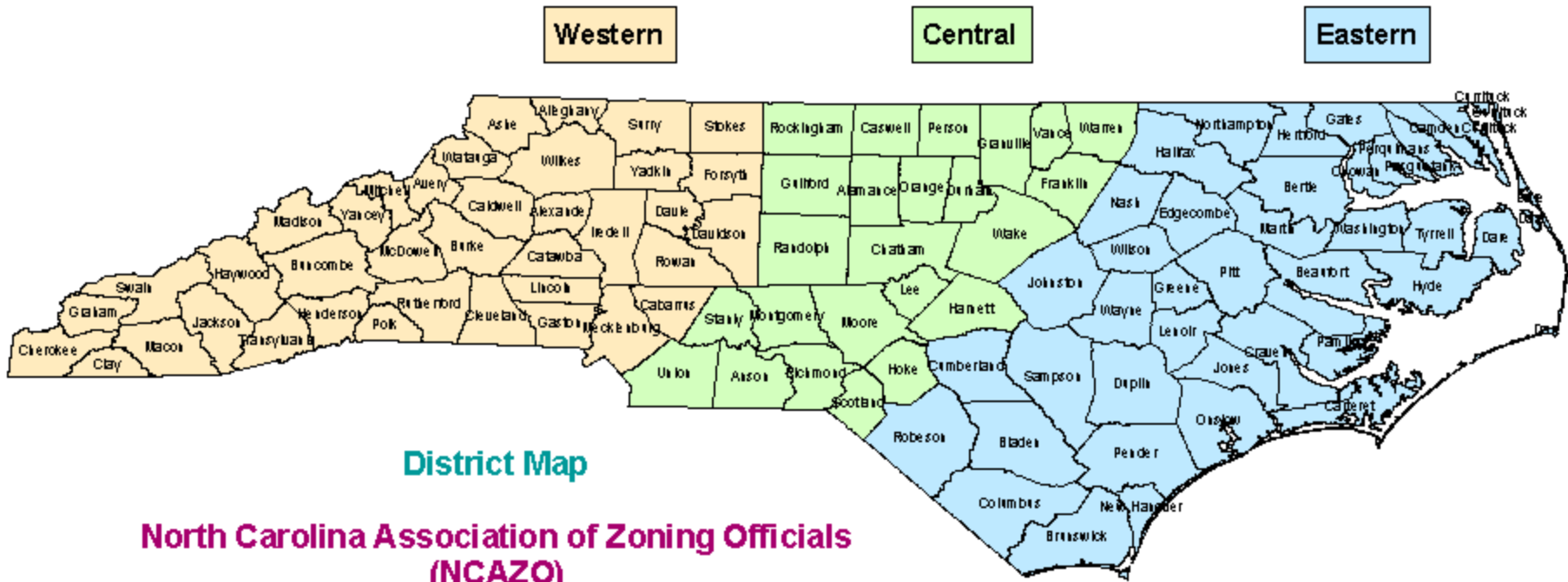
## FINANCIAL REPORT



The following is a brief financial report from the Treasurer as of 5/10/2004:

Checking Account: \$10,143.62  
Money Market Account: \$17,401.37  
  
Ending Balance: \$27,544.99

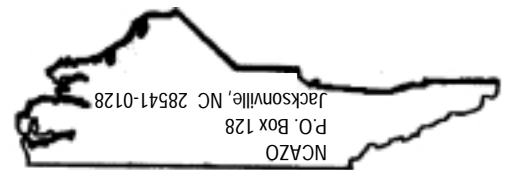
If you have any questions or would like additional information, contact Mark Carpenter at: (704) 736-8930 or e-mail: [markcarpenter@ci.lincolnton.nc.us](mailto:markcarpenter@ci.lincolnton.nc.us)



**District Map**

**North Carolina Association of Zoning Officials (NCAZO)**

<b>Western</b>		<b>Central</b>		<b>Eastern</b>	
Alexander	Alleghany	Alamance	Anson	Beaufort	Bertie
Ashe	Avery	Caswell	Chatham	Bladen	Brunswick
Buncombe	Burke	Durham	Franklin	Camden	Carteret
Cabarrus	Caldwell	Granville	Guilford	Chowan	Columbus
Catawba	Cherokee	Harnett	Hoke	Craven	Cumberland
Clay	Cleveland	Lee	Montgomery	Currituck	Dare
Davidson	Davie	Moore	Orange	Duplin	Edgecombe
Forsyth	Gaston	Person	Randolph	Gates	Greene
Graham	Haywood	Richmond	Rockingham	Halifax	Hertford
Henderson	Iredell	Scotland	Stanly	Hyde	Johnston
Jackson	Lincoln	Union	Vance	Jones	Lenoir
Macon	Madison	Wake	Warren	Martin	Nash
McDowell	Mecklenburg			New Hanover	Northampton
Mitchell	Polk			Onslow	Pamlico
Rowan	Rutherford			Pasquotank	Pender
Stokes	Surry			Perquimans	Pitt
Swain	Transylvania			Robeson	Sampson
Watauga	Wilkes			Tyrrell	Washington
Yadkin	Yancey			Wayne	Wilson



## REMINDERS



If you have any ideas for upcoming seminar topics, interesting speakers, need some information or guidance in a situation, or want to serve on a committee; do not hesitate to contact your local Board Representative. They all have much experience and have a willingness to assist you in many aspects of Local Government Zoning.

The deadline for submitting articles for the next issue of the NCAZO newsletter is August 15. You can submit information to Gary Ouellette by email to [gouellette@ci.jacksonville.nc.us](mailto:gouellette@ci.jacksonville.nc.us) or call him at (910) 938-5361.