

Minutes
Town of Dallas
Planning Board
Meeting of December 18th, 2025

The meeting was called to order by Vice-Chairman Glenn Bratton at 6:30pm.

Vice Chairman Bratton led the invocation and Pledge of Allegiance.

Members Present: Glenn Bratton – Vice Chairman; Reid Simms, Carla Howell, William Hairston, Troy Traversie and John O’Daly. Chairman Wilson and Bradley Goins were not in attendance.

Also Present: Stuart Valzonis – Planning Director; Brittany Beam – Town Planner

Ms. Beam informed that the Town Clerk has posted several places about interested persons applying to be an Alternate for Planning Board, she encouraged them to keep seeking persons interested as much as possible to fill the second vacancy.

Mr. Simms informed attendees that he will be stepping down from his Planning Board seat effective at the conclusion of the meeting. After many years of service on our Planning Board, he has done his duties exponentially, and the Board thanked him for all he has done.

A motion was made by O’Daly to approve the agenda with no additions or deletions, seconded by Simms and carried unanimously.

A motion was made by O’Daly to approve the November 20th, 2025 minutes, seconded by Hairston and carried unanimously.

New Business:

10A – 2026 Meeting Schedule

This action item as presented needs approval from the Planning Board by NCGS §143-318.12. Upon approval, this meeting schedule will be filed as stated in the statute.

Hairston noted a correction on the August date that needed to be corrected.

A motion was made by Traversie to approve the 2026 meeting schedule with corrections to the August date, seconded by Simms and carried unanimously.

10B – Appointed Members of the Planning Board

The Town’s Planning Board are established pursuant to NCGS Chapter 160D and the Town’s Zoning Ordinance. Approval of the updated roster ensures the Town maintains full and legally compliant membership for the Board, enabling them to continue performing their statutory responsibilities.

This item as presented did not need a motion. Approval in the affirmative was made.

10C – Adoption of Rules of Procedure for Planning Board

The purpose of the Planning Board is to serve as an advisory board to the Town of Dallas Board of Aldermen and to provide comprehensive and technical advice to the Aldermen on a range of land use, development, growth and other topics as directed.

Mr. Bratton asked if moving forward we solely use Vice-Chair(man.) Request was made to add language of Town of Dallas staff to page 12 under public participation.

A motion was made by Hairston to approve the Rules of Procedure, seconded by O'Daly and carried unanimously.

Mr. O'Daly expressed concern with needing a LEO at Planning Board meetings, but especially Board of Adjustment.

Vice Chairman Bratton closed the meeting thanking the Board for all that they do, as well as the commendable job of Town Staff.

Staff Report

Mr. Valzonis gave updates that a draft of the UDO should be completed by summer.

A motion was made to adjourn by Simms, seconded by Traversie and carried unanimously (7:06pm)