

Planning and Zoning Commission

Duties

High Point's Development Ordinance sets forth the following duties for the Planning and Zoning Commission:

- To hear and make recommendations on matters to the City Council in accordance with the terms of the City's Development Ordinance, such as:
 - Applications for the establishment of vested rights
 - Conditional use permits
 - Special use permits
 - Street closings
 - Text amendments
 - Zoning map amendments
- To hear and decide street name changes, streets not heretofore named (where necessary), and street names proposed by owners of property or developments
- To hear and make recommendations on appeals from the Enforcement Officer with regard to soil erosion and sedimentation control plans
- To develop a comprehensive plan for the territory under its jurisdiction, subject to specific direction from the City Council
- To make such other studies and plans and to review such other related matters as directed by the City Council
- To exercise such other powers and authority provided to it by the City Council, the Development Ordinance, or State law

Qualifications

- Except for being a resident of the City of High Point or its extraterritorial jurisdiction, there are no additional required qualifications to serve on the Planning and Zoning Commission. The City Council has established a policy to appoint two or three members who have knowledge of or professional experience in the real estate, land development or construction industries. Other members are chosen who reflect the general citizenry of the City and who have at least some of the abilities and characteristics listed below.
- You should be civic minded and genuinely interested in growth and development issues.
- You must be able to learn basic zoning concepts, visualize spatial relationships, and understand technical problems.
- You should be able to assemble information from both written and oral testimony and apply it to the making of meaningful recommendations that are based upon adopted plans, ordinances, required findings of fact and established polices, and not upon personal values.

- Deliberation takes place during the meeting and in front of the applicant. You should not be easily intimidated, and should be a willing participant in the discussion of each case.
- Objectivity is important. You should have an ability to listen to opposing views and still keep a clear focus on where the real public interest lies, what is not only within the law but also really fair, and the ability to distinguish between fact and opinion.
- You should be energetic and outgoing, not afraid to speak out, and be able to express yourself clearly and concisely in public.

Responsibilities

- Members are expected to attend all scheduled meetings. Meetings are scheduled monthly, and generally last about one and one half hours, but can occasionally be two hours long or longer due to the number or complexity of cases.
- You will be expected to read the packet of material sent to you prior to each meeting, and familiarize yourself with the various agenda items. Members are encouraged to visit the location of cases in order to become familiar with the sites in question.
- It is your responsibility to disclose any financial interests, close business ties, close family ties, or any other relationship with an applicant that affects, or would appear to affect, your ability to be unbiased and objective.
- It is your responsibility to not discuss any item scheduled for public hearing with any parties thereto prior to the public hearing. You should discourage the presentation to you of any information relative to a public hearing item outside of the actual hearing. Any contact or information obtained outside the public hearing should be disclosed to the full Commission during the public hearing.

More Information

For further information about the Planning and Zoning Commission, or how to place your name in consideration for appointment to the Commission when a vacancy occurs, contact the High Point Planning and Development Department at (336) 883-3328.