

**TOWN OF WEDDINGTON
REGULAR PLANNING BOARD MEETING
WEDDINGTON TOWN HALL
JUNE 22, 2015 – 7:00 p.m.
MINUTES**

The Planning Board of the Town of Weddington, North Carolina, met in a Regular Session in the Town Hall Council Chambers, 1924 Weddington Road, Weddington, NC 28104 on June 22, 2015, with Chairman Dorine Sharp presiding.

Present: Chairman Dorine Sharp, Vice-Chairman Rob Dow, John Giattino, Jennifer Romaine, Bruce Klink, and Jim Vivian, Town Planner Julian Burton and Administrative Assistant Tonya Goodson

Absent: Jeff Perryman

Visitors: Rob Kreigh, Jon Keith, Mark Kime, Robb Klank, Barbara Harrison

Item No. 1. Open the Meeting. Chairman Dorine Sharp opened the meeting at 7:00 pm.

Item No. 2. Determination of Quorum/Additions or Deletions to the Agenda. There was a quorum. The agenda read Approval of Minutes May 25, 2015 and should read May 18, 2015.

Chairman Sharp suggested that New Business be moved before Old Business.

Item No. 3. Approval of Minutes.

A. April 27, 2015 Regular Planning Board Meeting Minutes. Mrs. Jennifer Romaine moved to approve the minutes from April 27, 2015 as presented. Vice Chairman Dow seconded the motion, with votes recorded as follows:

AYES: Vice-Chairman Dow, Giattino, Romaine, Klink, and Vivian
NAYS: None

B. May 18, 2015 Regular Planning Board Meeting Minutes. Vice Chairman Dow moved to approve the minutes from May 18, 2015 as presented. Mrs. Romaine seconded the motion, with votes recorded as follows:

AYES: Vice-Chairman Dow, Giattino, Romaine, Klink, and Vivian
NAYS: None

Item No. 4. New Business.

A. Review and consideration of Sketch Plan for The Enclave at Weddington. The Planning Board received the following memo from Town Planner Julian Burton along with the Plans.

WLV, LLC, submits a subdivision sketch plan application for a 42 lot Residential Conservation Subdivision on 54 acres located off Antioch Church Rd.

Application Information:

Date of Application: May 14th, 2015

Applicant/Developer Name: WLW, LLC
Owner Name: Blue Sky Properties; WLW, LLC; William Crothers
Parcel ID#: 06090005; 06090005B; 06090008; 06090008A
Property Location: Antioch Church Rd.
Existing Zoning: R-CD
Proposed Zoning: R-CD (Conservation Subdivision through the Conditional Zoning process)
Existing Land Use: Residential Conservation
Proposed Land Use: Residential Conservation (CZ)
Parcel Size: 53.52 acres

Project Information:

The Enclave at Weddington is a proposed 42 lot subdivision on 53.52 acres. The subdivision is located on Antioch Church Rd. and is being developed by Withrow Land Ventures, LLC, as an R-CD conservation subdivision.

A conservation subdivision must base the number of proposed lots on a yield plan per *Section 46-42 of the Weddington Subdivision Ordinance*. This yield plan must show the number of lots that would be allowed if the tract was developed as a conventional subdivision with 40,000 square foot lots. Conservation subdivisions shall be density neutral (same number of lots as would be permitted in a conventional subdivision). The site density is 0.79 dwelling units per acre.

Plan Information:

Sheet SK.1.0 – Aerial

- Displays an aerial photograph of the entire site.

Sheet SK-1.1 – Site Context Map

- Highlights the area within 1000 feet of the site, and displays existing subdivisions surrounding the site.

Sheet SK- 1.2-Conventional Subdivision Yield Plan

- Displays overall site layout if the property were to be developed as an R-CD Conventional Subdivision with minimum 40,000 square foot lots and 10% open space. This is referred to as the “yield plan” and is permitted by right.

Sheet SK-1.3-Conservation Subdivision Plan

- Displays overall site layout being developed as an R-CD Conservation Subdivision with minimum 12,000 square foot lots and 50% conservation lands.
- Displays 31.14 acres (58.18%) of site as conservation lands.

Sheet SK-1.4-Environmental Plan

- Displays existing primary and secondary conservation lands.
- Provides a breakdown of primary, secondary and “other” conservation lands.
- All primary conservation lands must be preserved entirely as conservation lands, and 50% of the secondary conservation lands must be preserved as conservation lands per *Section 58-58 (4) of the Weddington Zoning Ordinance*.

Sheet SK-1.5-Viewshed Analysis

- Displays on-site photographs of the viewshed as required in *Section 46-42* of the *Weddington Subdivision Ordinance*.

Additional Information:

- The applicant also provided an additional map displaying slope analysis, and submitted a forest and tree assessment to the Town Planner. The property includes a 250 year old “heritage tree” that will be preserved.

Conservation Land Summary:

Section 58-58 (4) of the *Weddington Zoning Ordinance* stipulates that a minimum of 50% of the gross acreage must be retained as conservation land. Conservation lands must remain conservation lands in perpetuity. This is often done by requiring conservation easements and/or review and approval of neighborhood CCR’s. Conservation lands are broken down into three tiers and given different priorities. The Enclave at Weddington has provided the following conservation lands:

- Primary Conservation Lands- 7.1 acres of SWIM Buffers and Wetlands
- Secondary Conservation Lands- 28.56 acres of Tier A Forestlands and Permanent Grasslands
- Other Conservation Lands- 9.368 acres located within utility easement (50% may be counted towards conservation).

Utilities

- The Enclave at Weddington is to be served by Union County Public Water and Sewer.

Access and Traffic Analysis

- The subdivision will be accessed by one entrance on Antioch Church Road.
- The Town Planner, in coordination with Justin Carroll, determined that the subdivision did not meet the threshold for a formal Traffic Impact Analysis. However, the applicant is performing their own analysis to assess the need and feasibility of any potential road improvements.

PIMS

- PIMs were held on June 2nd and June 3rd, 2015, both at Town Hall and on-site.
- Summary of concerns:
 - Buffering and screening between The Enclave and the Preserve at Brookhaven
 - Damage to Antioch Church Road during construction.
 - Length of time for construction

Additional Information:

- Planning Board review of the Sketch Plan is required only on conservation subdivisions. Approval of the Sketch Plan is a precursor to the submission of a Preliminary Plat. The Preliminary Plat will be reviewed by both the Planning Board and Town Council.
- Lot 21 is the largest lot at 23,834 square feet or .547 acres.
- Lot 42 is the smallest lot at 12,980 square feet or .298 acres.

Planning Board Action:

Approve/Approve with Conditions/Deny

Mr. Jonathan Keith gave an overview of the plans.

Chairman Sharp requested that the two lots labeled 41 be changed to 41 and 42 before the yield plan goes to the Town Council.

Mr. Keith stated that they have brought on a Traffic Engineer for this project and the Falls at Weddington to go ahead and analyze these projects . He presented the analysis and discussed the turn lanes.

The Planning Board went through the plans. All were okay with the number of lots and sketch plan.

Vice Chairman Dow moved to approve the sketch plan for the Enclave at Weddington. Dr. Bruce Klink seconded the motion, with votes recorded as follows:

AYES: Vice-Chairman Dow, Giattino, Klink, and Vivian
NAYS: None

B. Review and Consideration of Text Amendment to the TIA Process and Procedures Manual to incorporate amenity centers into initial submittal documents. The Planning Board received the following proposed Text Amendment.

I. TIA Preparation and Process

The TIA ordinance is administered by the Planning Board and the Town Council, in coordination with Planning staff. The Town may coordinate with NCDOT or other governmental agencies or Town-hired consultants as needed in this process. The TIA is intended to satisfy the requirements of the Town's TIA Ordinance. Additional traffic studies may be required by NCDOT or other governmental agencies. It is recommended that the applicant contact NCDOT and surrounding municipalities if the development has a site access that also falls within another jurisdiction.

It is recommended that the TIA consultant be present at the TIA scoping meeting, Public Hearing, Planning Board meeting, and Town Council meeting to respond to questions about the study (see Step 2 below).

The TIA preparation and review process is outlined below:

Step 1. Determination of Need for TIA

The applicant shall submit a general site plan including the number of lots, roadways, and access points to Town Staff. If the applicant is applying for a major subdivision, both conventional and conservation, the general site plan shall be submitted prior to formal sketch plan submittal as outlined in Section 46-42 of the Weddington Zoning Ordinance, **and shall include the proposed location, acreage, use, and access points to any amenities subject to conditional zoning approval, such as community recreational centers.** If the applicant is applying for a conditional rezoning (CZ), then the applicant shall submit the general site plan prior to submitting the application for CZ zoning (Section 58-271).

Based upon the proposed land use and development intensity information provided by the applicant, Town staff, in coordination with the Town Designated Transportation Engineer, will determine whether the proposed development is expected to generate enough peak hour vehicle

trips (50 or more), or daily vehicle trips (500 or more) to require a TIA. The Town will notify the applicant if a TIA will be required.

The coordination and determination of the need for a TIA and its administration shall be the responsibility of the Zoning Administrator/Town Planner. Additional information regarding the TIA is located in the Town of Weddington Zoning Ordinance (Appendix C).

Step 2. Applicant Selection and Retaining of TIA Consultant

Should a TIA be required, the Applicant shall select and retain the services of a qualified TIA consultant. The TIA consultant shall be a licensed professional engineer in the state of North Carolina. The costs of the TIA consultant shall be the sole responsibility of the applicant.

Step 3. TIA Pre-Scoping Package and Scoping Meeting

If Town Staff determines that a TIA is necessary, A TIA pre-scoping package and scoping meeting shall be completed prior to the preparation of a draft TIA. The TIA consultant shall contact Town staff to request a date/time for a TIA scoping meeting.

Town Planner Julian Burton went through the proposed text changes as underlined above in Step 1.

Chairman Sharp wanted to make sure that developers are aware upfront that if the Amenity Center is going to have an impact on traffic outside the subdivision that it is addressed.

Vice Chairman Dow moved to send the Text Amendment Process and Procedures to Town Council with a favorable recommendation. Mr. Giattino seconded the motion, with votes recorded as follows:

AYES: Vice-Chairman Dow, Giattino, Romaine, Klink, and Vivian
NAYS: None

C. Review and Consideration of Text Amendment to Section 58-543.1 to incorporate Amenity Centers into Stormwater Management Plan Review. The Planning Board received the following proposed Text Amendment.

B. Stormwater Management Concept Plan Requirements

A stormwater management concept plan shall be required with all permit applications and will include sufficient information to evaluate the environmental characteristics of the project site, the potential impacts of all proposed development of the site on water resources, and the effectiveness and acceptability of the measures proposed for managing stormwater generated at the project site. The information provided shall meet the design requirements of the Stormwater Manual. The following items are required to be submitted for review of the Stormwater Management Concept Plan:

- 1) Existing conditions and proposed site layout sketch plans, which illustrate at a minimum: existing and proposed topography; perennial and intermittent streams; mapping of predominant soils from soil surveys; boundaries of existing predominant vegetation and proposed limits of clearing and grading; proposed Open Space area; and location of existing and proposed roads, buildings, parking areas and other impervious surfaces.

- 2) A written or graphic inventory of the natural resources at the site and surrounding area as it exists prior to the commencement of the project and a description of the watershed and its relation to the project site. This description should include a discussion of soil conditions, forest cover, topography, wetlands, and other native vegetative areas on the site, as well as the location and boundaries of other natural feature protection and conservation areas such as lakes, ponds, floodplains, stream buffers, and other setbacks. Particular attention should be paid to environmentally sensitive features that provide particular opportunities or constraints for development.
- 3) A written or graphic concept plan of the proposed post-construction stormwater management system including: preliminary selection and location of proposed structural storm water controls; low impact design elements; location of existing and proposed conveyance systems such as grass channels, swales, and storm drains; flow paths; location of proposed Open Space areas; location of all floodplain/floodway limits; relationship of the site to upstream and downstream properties ~~and~~ drainages; preliminary location of proposed stream channel modifications, such as bridge or culvert crossings; **and preliminary location and square footage of any future community amenity/recreational centers with associated impervious areas.**
- 4) Preliminary selection and rationale for any structural stormwater management practices along with sufficient engineering analysis to show that the proposed stormwater management measures are capable of controlling runoff from the site in compliance with the Town of Weddington Storm Water Management ordinance and the specifications of the Stormwater Manual.
- 5) A note acknowledging responsibility for the operation and maintenance of any stormwater management facility, and that such obligation shall be disclosed to future owners.

C. Final Stormwater Management Plan Requirements

After review of the stormwater management concept plan and modifications to that plan as deemed necessary by the Town, a final stormwater management plan shall be submitted for approval. The final stormwater management plan shall detail how post-construction runoff will be controlled, managed, and maintained in perpetuity, and how the proposed project will meet the requirements of this ordinance. All such plans shall conform to the design requirements of the Stormwater Manual and shall be prepared by a North Carolina licensed professional engineer. The plan submittal shall include all of the information required in the submittal checklist established by the Zoning Administrator.

Town Planner Burton reviewed the Plan and the changes underlined above.

Vice Chairman Dow moved to send the Text Amendment section 58-543.1 to Council with a favorable recommendation. Mrs. Romaine seconded the motion, with votes recorded as follows:

AYES: Vice-Chairman Dow, Giattino, Romaine, Klink, and Vivian
 NAYS: None

Item No. 5. Old Business.

A. Land Use Plan. The Planning Board received the following Annual Review along with the revisions as underlined to the Land Use Plan.

LAND USE PLAN ANNUAL REVIEW JULY 2015

The Town of Weddington continues to meet the goals and policies of the Land Use Plan:

The Town continues to require open space for developments 6 acres or greater, and has increased the required buffer for new developments along thoroughfares to 100 feet.

All developments currently being proposed are single family homes.

The Town of Weddington has consistently emphasized that any new commercial development should be sized to serve the town residents and must be located within the designated Town Core.

Conservation subdivisions are in progress on Rea Rd, on Weddington-Matthews Road, on Lochaven Road and on Antioch Church Road, with smaller lots thus providing additional conservation land in the town.

The Planning Board acting as the Design Review Board and the Town Council review construction plans and the Planning Board reviews entrance monuments for new subdivisions to be sure they are consistent with the Town's aesthetic values.

The Town Council has required re-location of a subdivision entrance on Hemby Road to improve sight lines and continues to minimize curb cuts on thoroughfares.

The Town has a representative on the Charlotte Regional Transportation Planning Organization to stay informed and have input on road and thoroughfare plans.

Plans have been made to maintain the medians on Providence Road and to purchase new town banners when the budget will allow.

The LARTP has specified certain roads that will be required and the extension of Amanda Drive will begin as Vintage Creek is built. The Falls at Weddington will continue the Amanda Drive extension.

The Town continues its contract with CCOG for a part-time code enforcement officer to investigate complaints about violations of the Town's ordinance.

Storm Water Ordinances have been revised and strengthened with the help of the engineer at USI.

The Zoning Administrator/Planner along with the Town Core Committee created a draft ordinance to ensure a pedestrian friendly, cohesive development process in the Town Center.

The Planning Board with assistance from NCDOT and traffic engineer Justin Carroll has established new requirements for traffic impact analysis studies for both conditional zoning and major subdivisions.

Mr. Giattino moved to present the Annual Review of the Land Use Plan to Town Council with a favorable recommendation. Mrs. Romaine seconded the motion, with votes recorded as follows:

AYES: Vice-Chairman Dow, Giattino, Romaine, Klink, and Vivian
NAYS: None

Town Planner Burton reviewed recommended text to be added to the Land Use Plan to reflect the new Downtown overlay district.

Mrs. Romaine moved to send suggested revisions to the Land Use Plan to Council with a favorable recommendation. Vice Chairman Dow seconded the motion, with votes recorded as follows:

AYES: Vice-Chairman Dow, Giattino, Romaine, Klink, and Vivian
NAYS: None

Item No. 6 Update from Town Planner. The Planning Board received the following update memo from Town Planner Burton:

- The Town Council approved the following at the June 8th meeting:
 - Downtown Overlay District
 - Text amendments to the new stormwater ordinance
 - Construction Documents for the LDS Church
 - Entry Monument for the Falls at Weddington
- The Town Council tabled the Conditional Zoning application for All Saints Anglican Church, asking for additional information on access and transportation.
- The Planning Board will likely review the following at the July meeting:
 - TUP for Weddington Country Festival

Item No. 7. Other Business.

A. Report from the June Town Council Meeting

See the Update from Town Planner above.

Item No. 8. Adjournment. Vice Chairman Dow moved to adjourn the June 22, 2015 Regular Planning Board Meeting. Mrs. Romaine seconded the motion with votes recorded as follows:

AYES: Vice-Chairman Dow, Giattino, Romaine, Klink, and Vivian
NAYS: None

The meeting adjourned at 8:01 p.m.

Dorine Sharp, Chairman

Attest:

Tonya M. Goodson