

**TOWN OF WEDDINGTON
REGULAR PLANNING BOARD MEETING
MONDAY, NOVEMBER 24, 2014 – 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 November 24, 2014, with Chairman Dorine Sharp presiding.

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

Absent: Jeff Perryman

Visitors: John Loberg, Richard Wilson, Ed Seeley, Matt McLaren, Cale Stewart, Mark Kime, Matt Levesque, Davis Simmons, JR Sherrie, Lauren Kerley, Shem McGirt, David Brown, JoAnn Brown and Stephen Jansen

Item No. 1. Open the Meeting. Chairman Dorine Sharp opened the meeting at 7:01 p.m.

Item No. 2. Determination of Quorum/Additions or Deletions to the Agenda. There was a quorum. Town Planner Julian Burton revised the agenda as follows: Vintage Creek will be broken out into 4 different items due to separate motions and items that need to go to Council. It will be broken into A. Final Plat; B. Entrance Monument; C. Landscaping Plan; and D. Lighting Plan. The agenda proposed will follow in alphabetical order. Mr. John Giattino moved to accept the agenda as amended with the four items split out for Vintage Creek. Ms. Jennifer Romaine seconded the motion, with votes recorded as follows:

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

Item No. 3. Approval of Minutes.

A. October 27, 2014 Regular Planning Board Meeting. Mr. Giattino moved to approve the minutes as presented. Vice-Chairman Rob Dow seconded the motion, with votes recorded as follows:

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

Item No. 4. New Business.

A. Review and Consideration of the Final Plat for the Vintage Creek Subdivision. The Planning Board received the following memo from Town Planner Julian Burton along with a map of proposed street lights, Cover Sheet/Streetscape Planting Plan and the Final Record Plat of Vintage Creek – Phase 1.

Standard Pacific of the Carolinas, LLC submits a final plat application for 52 lots (63.69 acres) of the approved 90 lot Residential Conservation Subdivision on 116.52 acres located on Weddington-Matthews Road.

Attachments:

1. Final Plat
2. Monument Sign Plan and Landscaping Plan

3. Lighting Plan

Application Information:

Subdivision Name: Vintage Creek

Date of Application: October 1st, 2014

Applicant/Developer/Owner Name: Standard Pacific of the Carolinas, LLC

Parcel ID#: 060-90-004

Property Location: Weddington-Matthews Road

Existing Zoning: RCD

Proposed Zoning: RCD (Conservation Subdivision through the Conditional Zoning process)

Existing Land Use: Residential Conservation

Proposed Land Use: Residential Conservation

Existing Use: Vacant Land

Proposed Use: Single Family Residential Subdivision

Map Size: 63.69 acres

Project Information:

The Vintage Creek Subdivision is a proposed 90 lot subdivision on 116.52 acres. The subdivision is located on and accessed by Weddington-Matthews Road and is being developed by Standard Pacific of the Carolinas.

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. The Vintage Creek yield plan yielded 90, 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 is 0.77 dwelling units per acre.

Background Information:

- A pre-sketch conference was held on December 14, 2011 and June 18, 2012.
- A site walk occurred on-site May 3, 2012.
- Public Involvement Meetings were held on Monday, July 9th on-site from 2:00-4:00pm and Wednesday, July 11th at Town Hall from 6:00-8:00pm.
- The Planning Board approved the Sketch Plan on July 23, 2012.
- The Planning Board gave a unanimous favorable recommendation of the Preliminary Plat on March 25, 2013.
- The Town Council approved the preliminary plat on June 10th, 2013.

Map 1 Information:

- Map 1 is 52 lots on 63.69 acres.
- Development Standards are as follows:
 - Front Yard Setback: 30'
 - Side Yard Setback: 5' (30' separation between principal buildings)
 - Side Corner Setback: 15' (with street frontage)
 - Rear Setback: 20'
- Smallest Lots: 27, 28, 41, and 42 (13,500 square feet).
- Vintage Creek is to be served by Union County Public Water and Sewer.
- *To be included in maps associated with Phase II:* The Applicant commits to the construction of the extension of Amanda Drive, east of the roundabout proposed within Phase II, within thirty (30) days following written notice from the Town that development is occurring on the adjacent

property (Parcel Tax ID# 06093007-Deed Book 3741 Page 317). Applicant agrees that in lieu of the Amanda Drive extension construction, Applicant may fund through the establishment of an escrow account all costs for the construction of the Amanda Drive extension. The escrow account funds shall be established commensurate with the filing of the first plat within Phase II of the Vintage Creek subdivision and shall be used to construct the Amanda Drive extension. The escrow account funds shall be based on the Town's engineers' estimated cost to construct the Amanda Drive extension and shall be based on the projected construction date. The escrow amount shall be established by the Town and approved by the Weddington Town Council.

- USI provided final approval for the preliminary plat, which was contingent on approval from the following agencies:
 - NCDOT for driveway connection and internal road review (if DOT is to accept maintenance of streets)
 - NCDEMLR Erosion Control
 - NCDEMLR Post Construction Storm Water permit
 - Army Corps of Engineers Wetlands permit, or written verification that there is no disturbance to wetlands
 - NC Dam Safety for dam classification evaluation (if applicable)
- Declared Covenants, Conditions, and Restrictions (CCR's) are currently being reviewed by the Town Attorney.
- Bond estimates for water, sewer, and roads are currently being reviewed by Bonnie Fisher with USI.
- The proposed monument sign is included in your packet and requires Planning Board approval.
- The final plat in your packet requires two corrections. These corrections have already been made and confirmed by Town Staff and they will be included on the version reviewed by the Town Council:
 - Owner name in the title block
 - Delineation between conservation acreage and open space acreage

Recommended Conditions of Approval:

1. Performance and Maintenance Bonds to be approved by the Town Council.
2. Approval of CCR's by Town Attorney.
3. Each remaining lot to be recorded in the Vintage Creek subdivision shall include on its Deed a statement that any roads in the subdivision that are not accepted by NCDOT are private and not the responsibility of the Town of Weddington and shall be maintained by the Vintage Creek Homeowners Association or its Developer.
4. Vehicle control signs including but not limited to stop signs and speed limit signs shall be installed by the Developer and maintained by the Homeowners Association on any roads not accepted by NCDOT. All speed limits within the subdivision shall be no greater than 25 mph.
5. Coordinate with USPS and DOT to provide cluster mailboxes within subdivision.

Planning Board Action:

1. Recommend Approval/Approval with Conditions/Denial of Vintage Creek Final Plat Map 1
2. Approve/Approve with Conditions/Deny the Monument Sign for Vintage Creek Map 1
3. Recommend Approval/Approval with Conditions/Denial of Lighting Plan for Vintage Creek Map 1
4. Recommend Approval/Approval with Conditions/Denial of Landscaping Plan

Applicant Mr. John Loberg was in attendance.

Chairman Sharp noted the common open space is delineated on both sides of the roadway.

Vice-Chairman Dow wanted to know what the shift was between common open space and conservation land.

Town Planner Burton answered about 1.5 acres.

Chairman Sharp noted a few changes. The entrance way was shifted from the preliminary plat. It was approved administratively by Jordan Cook. They also did a shift in lot numbers. The number of lots and sizes has remained the same except they had to shift two lots because of the entrance.

Vice-Chairman Dow moved to send the final plat for Vintage Creek, Phase I to the Town Council with a favorable recommendation along with the conditions of approval. Mr. Jim Vivian seconded the motion, with votes recorded as follows:

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

B. Monument – Vintage Creek Subdivision. Town Planner Burton went over the main requirements for the monument. The sign text area can not be more than 20 square feet and the monument has to be out of the right-of-way. The applicant met both requirements.

Mr. Loberg stated that they plan to have the LED uplights for the monument. He described it as spot lights on the ground. Mr. Loberg stated that they were going with real natural stone and the fence will be a pigment of stain in black.

Vice-Chairman Dow motioned to approve the entrance monument for Vintage Creek with ground lighting as discussed. Dr. Bruce Klink seconded the motion with votes recorded as follows:

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

C. Landscaping – Vintage Creek Subdivision. Town Planner Burton noted that on the third page of the memo there are four plants that are not included in the Town's approved plant list. The applicant has provided alternatives that will be included on the version that goes to the Council.

The Planning Board gave Town Planner Burton the right to approve substitute plants administratively.

Mr. Giattino motioned to send the Vintage Creek landscaping plan to Town Council with a favorable recommendation with the suggested replacement greenery. Vice-Chairman Dow seconded the motion with votes recorded as follows:

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

D. Lighting Plan – Vintage Creek Subdivision. Town Planner Burton said the lighting plan shows where all the lights will be located within the subdivision. Union Power confirmed that the fixtures do meet the Town's ordinance and are being installed elsewhere in Weddington.

The Planning Board suggested a legend would be helpful.

Mr. Loberg showed a picture of the fixture.

Vice-Chairman Dow motioned to send the proposed Lighting Plan for Vintage Creek with a favorable recommendation to Town Council. Mr. Vivian seconded the motion with votes recorded as follows:

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

E. Review and Consideration of Construction Documents for Threshold Church. The Planning Board received the following memo from Town Planner Burton along with a copy of the front elevation of the sign and site plan:

Threshold Church received Council approval on September 8th for their conditional zoning (CZ) request for Threshold Church located off of Antioch Church Rd. The submitted plan was Phase 1 of a multiphase plan, and included parking and a new driveway. During the conditional zoning approval, the Council also reviewed and approved the landscaping plan as an addendum to the Conditional Zoning application.

Threshold Church has submitted an application for approval of the remaining construction documents (landscaping plan already approved), to begin construction of the driveway and parking lot.

Attachments

1. Construction Documents
2. Freestanding Sign Design

Application Information

Date of Application: 9/22/2014

Applicant Name: Threshold Church

Owner Name: David Dillworth

Parcel ID#: 06-090-011C

Property Location: 3501 Antioch Church Rd.

Existing Zoning: RCD

Proposed Zoning: RCD (CZ)

Existing Use: Single Family Residential

Proposed Use(s): Daily ministry activities for 10-15 people, gravel parking for 75 cars, and quarterly church events (outdoor for 150 people).

Parcel Size: 9.8 acres

General Information

- The required Public Involvement Meetings for this project were held on July 23rd and July 24th, 2014. The meeting on July 23rd was held at Town Hall from 5:00-7:00 pm. The meeting on July 24th was held on-site from 9:00-11:00 AM.
- The *Weddington Zoning Ordinance* requires that all CZ Applications go through the Construction Document process per *Section 58-271*.

Proposed Uses on Site Plan:

- I. Gravel Driveway
 - a. Altered from the original driveway
- II. Parking Lot
 - a. 75 gravel parking spaces

Development Standards (for a Church in the RCD zoning district):

- Minimum Lot Area-3 acres
- Front Setback-75 feet
- Rear Setback-40 feet
- Side Setbacks-50 feet
- Maximum Building Height - 35 feet except as permitted in *Section 58-15*

Access and Parking:

- The site will be accessed by one gravel driveway off of Antioch Church Rd.
- The applicant is required to submit a Traffic Impact Analysis as part of this application. The traffic engineer deemed that a plan consisting of parking and daily events for only 15 people would not require a TIA.

Screening and Landscaping:

- The applicant has provided screening and landscaping by using existing vegetation in addition to new landscaping on the eastern side of the property.
- The applicant has proposed a 48 foot buffer between the church property and adjoining residential properties, as required within Section 58-8. The plan shows that the buffer will remain undisturbed, utilizing the existing trees as a natural screen to the adjoining properties.
- All trees included in screening and landscaping are listed in the Town of Weddington Approved Plant Species List. Other proposed trees can be approved by the Zoning Administrator as stated in Section 58-8 (6).
- The approved landscaping plan includes additional screening along the southern boundary of the property. Staff will provide a hard copy of the landscaping plan at the Planning Board meeting on November 24th, 2014.

Additional Information:

- This site is not within a regulatory flood plain.
- A lighting plan is not part of this submittal and is addressed in the conditions.
- USI has conducted a preliminary review of the construction documents for Threshold Church. USI also provided a preliminary evaluation of the stormwater runoff impacts from the proposed site development. Increased runoff from the majority of the proposed gravel parking area will be dispersed through the undisturbed side and rear buffers and other undisturbed areas.
- Future phases of development for the site will be required to provide detention.

Recommended Conditions of Approval:

1. Final engineering approval from Town Engineer, Bonnie Fisher with USI;
2. Water and sewer/septic plans to be approved by Union County Public Works and Environmental Health;
3. All signage must comply with *Chapter 58, Article 5 of the Weddington Code of Ordinances*;
4. Any future proposed Lighting Plan must be approved by the Town Council and shall comply with Town Lighting Ordinance;
5. Any future revisions to the approved site plan and other approved documents must comply with *Section 58-271 (i) of the Weddington Zoning Ordinance*;

Planning Board Action:

Recommend Approval/Approval with conditions/Denial of Construction Documents for Threshold Church

Mr. Richard Wilson said Threshold's branding colors are gold and grey. He assured the Planning Board it will not be bright yellow. The sign will not be lighted and therefore they would like it to stand out. The

sign will be a laminate cover and should last two to three years. The applicant advised that the only thing actually constructed is the parking lot and the driveway is gravel except for the immediate entrance which will be asphalt. The handicap access parking will be paved.

Mr. Giattino motioned to send the Construction Documents for the Threshold Church to the Town Council with a favorable recommendation which includes the five conditions set forth by the Zoning Administrator. Vice-Chairman Dow seconded the motion with votes recorded as follows:

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

F. Review and Consideration of Proposed Text Amendment – Construction Plan Guidelines. The Planning Board received the following memo from Town Planner Burton along with the Construction Plan Guidelines:

On November 10th, the Council expressed concerns regarding the appendix in the Construction Plan Guidelines and asked that Anthony Fox and the Planning Board review the document again before the public hearing (December 8th). Anthony Fox reviewed the document and recommended that the example of a draft declaration of covenants in the appendix be removed and replaced with a statement describing the need for a Declaration of Covenants. This change is highlighted within the document.

Vice-Chairman Dow motioned to send the proposed text amendment with a favorable recommendation to Town Council. Mrs. Romaine seconded the motion with votes recorded as follows:

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

Item No. 5. Old Business.

A. Update on Retreat Items.

Traffic Impact Analysis

Vice-Chairman Dow presented a very early first draft. He suggested that the Traffic Engineer should be a North Carolina Licensed Traffic Engineer. He would like everyone to read through it before the Board proceeds.

Chairman Sharp asked that everyone email questions to Town Planner Burton or Vice-Chairman Dow and stated that this item will be on the next Planning Board agenda.

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

- The Town Council acted on the following items on November 10th:
 - Temporary Use Permit (Section 58-13 (3) b) - Referencing Checklist/Application and Updating Checklist to Include Emergency Services - **Denied**
 - Recommended approval of Proposed Text Amendment - Drainfields (Section 46-40 (a) (1) i) - Ensuring that Only One Septic Drain Field and Repair Area can be Located on Each Lot - **Approved**
 - Stormwater Ordinance – **Approved**
 - Revised Buffer Ordinance (and open space) - **Approved**

- Staff has received a conditional zoning application for All Saints Anglican Church. The PIMs were held on November 19th and 20th, and the application will likely be on the December or January Planning Board agenda.
- The applicant for the West property (Laurel Grove Lane) is likely submitting a revised plan in December or January in response to comments from the Public Involvement Meetings.

Town Planner Burton and Vice-Chairman Dow will get together to discuss the proposed text amendments to Temporary Use Permits (Section 58-12 (3)b).

The Planning Board discussed the difference between the word “may”, “shall” and “should” in regards to the Revised Buffer Ordinance. Town Attorney Anthony Fox did not like “shall”.

The next Town Council Meeting will have Planning Board appointments on the agenda. The term limits were removed from the Appointment Policy in August - two years ago.

Item No. 7. Other Business.

A. Report from the November Town Council Meeting. The Planning Board received a copy of the November Town Council Meeting agenda as information.

Item No. 8. Adjournment. Vice-Chairman Dow moved to adjourn the November 24, 2014 Regular Planning Board Meeting. Mr. Giattino seconded the motion, with votes recorded as follows:

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

The meeting adjourned at 8:37 p.m.

Dorine Sharp, Chairman

Attest:

Amy S. McCollum, Town Clerk

Minutes transcribed by Tonya Goodson