

**TOWN OF WEDDINGTON
REGULAR PLANNING BOARD MEETING
MONDAY, NOVEMBER 25, 2013 - 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 25, 2013, with Chairman Dorine Sharp presiding.

Present: Chairman Dorine Sharp, Vice-Chairman Rob Dow, Jennifer Romaine, Jeff Perryman, Janice Propst, John Giattino and Jim Vivian and Town Planner Jordan Cook and Town Administrator Amy McCollum

Absent: None

Visitors: Barbara Harrison, Bill Deter, Michael Smith, Alan Kerley, Lee McLaren, Michael Shea, Chase Kerley, Walter Staton and Hy Nguyen.

Item No. 1. Open the Meeting. Chairman Dorine Sharp called the November 25, 2013 Regular Planning Board Meeting to order at 7:01 p.m.

Item No. 2. Determination of Quorum/Additions or Deletions to the Agenda. There was a quorum. There were no additions or deletions to the agenda.

Item No. 3. Approval of Minutes.

A. October 28, 2013 Regular Planning Board Meeting. Mr. Jeff Perryman moved to approve the October 28, 2013 Regular Planning Board Meeting minutes. Ms. Janice Propst seconded the motion, with votes recorded as follows:

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

Item No. 4. Old Business. There was no Old Business.

Item No. 5. New Business.

A. Review and Consideration of the Final Plat for Lake Forest Preserve, Phase 3B - Map 2. The Planning Board received the following memo from Town Planner Jordan Cook:

Orleans Homebuilders submitted an application on November 8, 2013 for approval of the Final Plat of Phase 3B Map 2 in the Lake Forest Preserve subdivision located on Weddington Road.

Project Information:

The Lake Forest Preserve Subdivision is an approved 211 lot subdivision on 260.61 acres. The subdivision is located at the intersection of Weddington Road (NC 84) and Cox Road. Lake Forest Preserve is being developed by Orleans Homebuilders as an R-CD conservation subdivision.

Phase 3B Map 2 is comprised of 28 lots (Tax parcel 06-099-009) and was given Preliminary Plat approval on May 9, 2005. The original deadline to submit the Final Plat was May 9, 2007. However, the Permit Extension Act of 2009 and 2010 essentially “froze time” from 2007 to 2010 giving Orleans Homebuilders until May 9, 2013 to submit their Final Plat(s). The submitted Final Plat for Phase 3B Map 2 is identical to the approved Preliminary Plat showing Phase 3B Map 2.

Phase 3B Map 2 Information:

- Phase 3B Map 2 is 28 lots and 15.250 acres.
- Phase 3B Map 2 is not required open space on its own. The Lake Forest Subdivision has provided 138.81 acres of conservation land in accordance with *Section 58-58 (4)* of the *Weddington Zoning Ordinance*.
- Development standards are as follows:
 - Minimum lot size- 12,000 sq. feet
 - Minimum lot width- 80 feet
 - Minimum front yard setback- 20 feet
 - Minimum rear yard setback – 30 feet
 - Minimum side yard setback – 30 foot separation of structures
- Lot 36 is the smallest lot within Phase 3B Map 2 at .380 acres or 16,553 square feet.
- All adjacent parcels either owned or maintained by Lake Forest Preserve Homeowners Association.
- Water and sewer services are to be provided by Union County Public Works (approvals on file).
- A copy of the approved Declared Covenants, Conditions and Restrictions (CCR's) for Lake Forest Preserve are on file at Town Hall. Those CCR's address ownership and maintenance of all conservation lands and have been approved by the Town Attorney.
- US Infrastructure has previously reviewed and approved the Preliminary Plat.
- All roads are built to NCDOT standards (final layer of asphalt to be added after construction). Road names and addresses have been approved by Union County E911.
- All NCDENR, NCDOT and Union County approvals and permits are on file with the Town. These approvals were required during the Preliminary Plat process.

The Lake Forest Preserve Phase 3B Map 2 Final Plat has been found to be in general compliance with the Town of Weddington Zoning and Subdivision Ordinances with the following exceptions:

1. Performance and Maintenance Bonds to be approved the Town Council (USI and Union County currently reviewing the bond estimates).

The Planning Board also received a copy of the following information:

- Application for Submittal of Subdivision Final Plat
- Overall Staking Plan
- Plat for Phase 3B, Map 2

Mr. John Giattino advised the Board that he lives in the subdivision and questioned whether it would be a conflict of interest for him to participate in the discussion. Chairman Sharp did not feel that it was a problem because he would not gain financially from the approval.

Town Planner Cook informed the Board that what they submitted is identical to what was approved on the Preliminary Plat.

Mr. Giattino moved to send a favorable recommendation to the Town Council for the Final Plat for Lake Forest Preserve, Phase 3B, Map 2 with the one condition stated by Town Planner Cook. Mr. Perryman seconded the motion, with votes recorded as follows:

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

B. Review and Consideration of the Monument Signs for Perry South. The Planning Board received a copy of the following information:

- Sign Only (Permanent) Zoning Permit Application and Zoning Permit
- Section 58-271 of the Code of Ordinances
- Section 58-147 of the Code of Ordinances
- Diagrams of the Proposed Signage
- Map – Location for Proposed Entry Signage

Town Planner Cook – I have included at your desk a project narrative for the project. This is Perry South formerly the Polivka Building. The applicant has submitted three options for a free standing ground sign and is looking for the Planning Board's comments. They also have included way finding signs that are internal to the site. Those do not need to be permitted. Those are not going to be visible from the right-of-way. This is part of the conditional zoning construction document process.

Chairman Sharp - In one of these options it talks about Building A and we only have one building now. Why have you labeled this Building A?

Mr. Ted Cleary – Basil Polivka has told me that the intention, if I understand correctly, the approval is that he intends to build a second and possibly a third building.

Chairman Sharp - We have not heard anything other than about the one building. Have you received anything about that?

Town Planner Cook – I have not but this is what they got approved for at this point.

Mr. Cleary – I spoke with John Temple earlier today and he is familiar with the project. Apparently it is not a secret among them that there was the intention to have subsequent buildings. That is what I have been told.

Chairman Sharp discussed that the way finding signs cannot be seen from the roads.

Mr. Cleary – I am not asking for approval tonight just feedback from the Planning Board. There are three options. One of the tenants is very interested in getting their sign out front. I would prefer it not be that way.

Items discussed:

- The Board discussed all three options but preferred Options 1 and 3 and felt that having all the tenants on the sign would be cluttered.
- The applicant was advised that the text on the sign cannot be larger than 20 square feet, cannot be backlit and taller than 7 feet measured from the grade.
- Mr. Cleary felt that it would make for a more elegant upscale development if the monument sign was parallel to Providence Road.
- Mr. Cleary said that the lighting would be low voltage and he would include the site triangle information on a more formal plan.
- Planning Board felt that Option 2 would not work because it would not meet the size requirements of the ordinance and preferred the sign to be perpendicular because you cannot see the name of the building until you are right there if it was parallel to the road.
- Town Planner Cook informed the Planning Board that they have two entrances but are only allowed one sign.

- Chairman Sharp advised that the Board would need the site triangles and more detail on the materials before voting on the project. She also reminded the applicant that internal signs cannot be visible from the road.

C. Review and Consideration of the Preliminary Plat for Atherton Estates. The Planning Board received the following memo from Town Planner Cook:

Shea Homes submits a subdivision preliminary plat application for a 130 lot Conventional Subdivision on 170.81 acres located on Weddington Road.

Application Information:

Subdivision Name: Atherton Estates

Date of Application: October 30, 2013

Applicant/Developer Name: Shea Homes, Chase Kerley

Owner Name: Parcels 06-150-066, 06-150-067 and 06-150-068 are owned by Shea Homes. Parcels 06-123-011, 06-123-125 and 06-123-126 are owned by John Rodman Delaney Jr.

Property Location: Weddington Road, Weddington-Matthews Road and Cox Road

Existing Zoning: RCD and R-40

Proposed Zoning: R-40

Existing Land Use: Residential Conservation and Traditional Residential (no change required)

Existing Use: Vacant Land

Proposed Use: Single Family Residential Subdivision

Parcel Size: An assemblage of 170.81 acres

Project Information:

The Atherton Estates Subdivision is a proposed 130 lot subdivision on 170.81 acres comprised of six parcels. The subdivision is located on and accessed by Weddington Road, Weddington-Matthews Road and Cox Road and is being developed by Shea Homes as a conventional subdivision.

A conventional subdivision is permitted by right in the R-40 and RCD zoning districts per the *Weddington Zoning Ordinance*. A conventional subdivision requires a minimum of 40,000 square foot lots with a minimum of 10% open space.

Background Information:

- A pre-sketch conference was held January 3, 2013.
- Public Involvement Meetings were held on Tuesday, November 19th on-site from 12:00pm-2:00pm and Thursday, November 21st at Town Hall from 4:30-6:30pm.
- The Zoning Administrator approved the Sketch Plan on October 30, 2013.

Preliminary Plat Information:

- The minimum lot size is 40,000 square feet. The smallest lot is lot 19 proposed is 40,065 square feet. Lot 125 on sheet L-3 has been corrected to meet the 40,000 square foot minimum. There is an additional sheet L-3 in your packet.
- The applicant is required 10% or 16.53 acres of open space after dedicating 4.45 acres of right-of-way to NCDOT and one acre for the future amenity area. The applicant has provided 10% or 16.63 acres of open space.
 - Lots 131-138 are listed as common open space on the plan. The pump station square footage has been subtracted out of the open space area on lot 138.
 - The applicant has also provided 0.93 acres of "open land" in a septic tract labeled as lot 135.

- The applicant has also provided 4.77 acres of buffer area along Weddington Road, Weddington-Matthews Road and Cox Road. These buffers do not count as open space on the plan.
- No permanent cul-de-sacs are in excess of 600 feet.
- The applicant has also provided a 50 foot right-of-way for future connection to parcels 06-123-003C, 06-150-069 and 06-123-002. Once the adjacent parcel is developed a connection will be required.
- A stream runs between lots 15 and 16 and lots 34 and 35. The applicant shows a 15-foot stream buffer as required. Two existing ponds will remain on the site. Two wetland areas are also depicted on the site plan.

RCD and R-40 Minimum Yard Regulations:

- Front Yard Setback—50 feet
- Rear Yard Setback—40 feet
- Side Yard Setbacks—15 feet
- Lot Width—120 feet as measured at the front yard setback
- Applicant has met all required setbacks per the *Weddington Zoning Ordinance*.

Additional Information:

- The Sketch Plan has been approved by the Zoning Administrator. The Preliminary Plat will now be reviewed by both the Planning Board and Town Council. Following approval of the Preliminary Plat, the applicant will have two years to apply for the Final Pat. The Final Plat can be submitted in multiple phases.
- The Town Council previously approved the 23 lot Atherton Estates subdivision. Since that approval, the applicant has added parcels 06-123-011, 06-123-125 and 06-123-126 to the plan. Therefore, the original 23 lot Atherton Estates subdivision plan has been vacated and the applicant will proceed with this 130 lot plan.
- Atherton Estates is to be served by Union County Public Water. Lots 14-37 will be served by individual septic systems. Union County Public Works has provided an approval letter to serve the site with water and sewer.
- The North Carolina Department of Environment and Natural Resources (NCDENR) are reviewing the erosion and sedimentation control plans.
- The applicant is proposing a left turn lane into the site from Weddington Road.
- The applicant has provided 50 foot landscape buffers along all road frontages.
- The amenity area on lot 146 will need to go through the Conditional Zoning process. The one acre that the amenity area sits on has been subtracted from the entire site acreage.

The Atherton Estates Conventional Subdivision Preliminary Plat has been found to be in general compliance with the Town of Weddington Zoning and Subdivision Ordinances with the following conditions:

1. Development subject to review and approval/permitting of construction documents, driveways permit(s), etc. by NCDOT;
2. Development subject to review and approval of construction documents by Town's Engineering Consultant, US Infrastructure;
3. Development subject to review and approval/permitting of construction documents by Union County Public Works;
4. Road name to be approved by Union County E911;

5. Covenants, Conditions and Restrictions (CCRs) and Maintenance Plan and Maintenance Agreement shall be reviewed (by Town Attorney) and executed prior to Final Plat approval by Weddington Town Council;
6. Property owner information to be corrected on sheet L-1;
7. Plans for subdivision entry monument to be approved by the Planning Board.

The Planning Board also received a copy of the following information:

- Application for Submittal of Subdivision Preliminary Plat
- Site Plan
- Overall Site Plan
- Cover Sheet, Site Plan, Planting Plan, Overall Grading and Drainage Plan and Sight Distance

Town Planner Cook informed the Planning Board that Condition #4 has been done and that this is going to be one of the subdivisions under NCDOT's new policy of not taking over subdivision streets. He stated, "These roads have to be built to NCDOT standards but we do not know who is going to take them over at this point."

Vice-Chairman Dow - With the new road maintenance program we are going to approve subdivisions with no idea how they are going to be maintained.

Town Planner Cook – Yes - there has been discussion. We have had one meeting with NCDOT regarding this issue. The new Town Council is going to be sworn in at the December 9 Town Council Meeting. The roads still have to be built to NCDOT standards.

Vice-Chairman Dow - My real concern is a prospective property owner not being aware of the new law and walking in and buying in a subdivision and these roads do not have a maintenance plan.

Town Planner Cook – We are not at Final Plat approval though.

Vice-Chairman Dow – That is true.

Chairman Sharp - The one we just approved was a Final Plat and has not been taken over by NCDOT.

Vice-Chairman Dow - They are going to be.

Town Planner Cook - No because they are not at the punch list phase.

Vice-Chairman Dow - Is this not a huge problem?

Town Planner Cook - It is but right now we are in that in between stage. We have subdivisions in front of us and we do not have a policy yet how to handle it.

Chairman Sharp - Has anyone suggested that the Town have a moratorium on new subdivisions until we get this settled? We cannot stop the ones that are in the pipeline.

Town Planner Cook - Not to me.

Mr. Chase Kerley – In neighborhoods that we have not turned roads over, we have CCRs that state that until such time that the roads are taken over they are the HOAs responsibility. Our impression is that we

will be turning them over but until that time they are acknowledged in deed form that they are the HOA's responsibility to maintain until such future time that NCDOT does take them over. There are stop loss provisions where perspective buyers are very much aware.

Vice-Chairman Dow - When people bought in Aero Plantation they know they are going to have to pay for the roads.

Mr. Kerley - In the CCRs there is acknowledgement that those roads until such time if and when they ever are taken over for public maintenance are the HOA's. That will be in these CCR's as well.

Chairman Sharp - I think that is common that the HOA will maintain or the developer will maintain the roads until they are taken over.

Vice-Chairman Dow - Most people think that once the subdivision is finished that NCDOT will take over. That is the new game that people are not aware of.

Chairman Sharp - There are people in neighborhoods right now that bought and built and now they are going to find out that NCDOT is not going to take over their road because they did not get to the punch list phase.

Town Planner Cook - This is a better scenario than what we are dealing with in other subdivisions where the subdivision is 80% built out and these people have no idea. The Planning Board can possibly put a condition. We got a letter from NCDOT a month ago, we had a meeting, then there was the election and a new Council - we do not have anything in place and we have subdivisions in front of us.

Chairman Sharp - They cannot sell anything until the Final Plat is approved. What we need to be looking at is adding something to the Final Plat checklist. I do not think we need to worry at the Preliminary Plat phase because they cannot sell any lots until Final Plat phase. I think we need a statement somewhere that lots 131 through 146 are for addressing purposes only and not for future sale.

Town Planner Cook - They are for open space. They cannot build on open space. I required them to do it like this because I have been getting calls over the last few years from Union County E911 on addressing. If they are looking to do anything in open space or they want to have a monument sign in the open space they would need an address. Our Preliminary Plat checklist actually talks about the total number of lots created - not single family lots but total lots. That is what I have started requiring the applicant to do so we can get addresses on these lots.

Mr. Shea - I think it helps Jordan administratively. We do not intend to build on them.

Chairman Sharp - I would feel better if it is in writing. The amenity lot can be built on but you could list the others as proposed common open space lots (non buildable), proposed buffer lots (non buildable) and proposed septic field lots (non buildable).

Vice-Chairman Dow - I am an adjacent property owner across the street.

Chairman Sharp advised that he was not going to have a financial loss or gain whether it is developed and did not see an issue.

Mr. Shea - We originally did Atherton Estates with 23 lots on 31 acres. Shortly thereafter we came to terms with the Delaney family on their farm and we are proposing to do a greater neighborhood with a little more connectivity. All lots are 40,000 SF. We anticipate this community rivaling Bromley

probably in the mid \$500,000's to low \$700,000's. Shea Homes is owned and operated here in Charlotte. We all reside here full time. We are the only homebuilder in America to be given the JD Power customer satisfaction award. We did it two years in a row. We have two neighborhoods that we have built in Wesley Chapel, two in Waxhaw and one in Marvin and I have never had the opportunity to do business in Weddington. Everything we have done in Union County is full brick. We are proposing the same product here with side loaded garages and the home sizes will go from 3,000 SF to 6,000 SF. Our brand is a larger lot and larger home. We feel like if people come to Weddington generally speaking they want more of an estate lot.

Mr. Chase Kerley - There will be a left turn into the community so as you are coming down Weddington Road from Highway 16 you turn left into and we also have a dedicated right turn lane as you are coming down Weddington Road. You will have two dedicated turn lanes.

Mr. Goddard – We did the traffic study for the development. We are going to make it go from a two lane to a three lane section and here is the preliminary design that NCDOT has looked at. This is an already state maintained road. All the widening is within the State's right-of-way. This is not an issue with maintenance because it is improving their road.

Mr. Giattino - Why are 23 lots on septic and the rest on sewer?

Mr. Shea – A lot of that has to do with gravity and the way this subdivision is basically going to work. The pump station is down here in the low area and we just can't get sewer over here. That was prior approved for septic. We are going to bring that area on first and allow it to remain public water and septic but our goal is to bring sewer to the remainder of the property.

The applicant showed where the pump station is going to be located. It will pump to a gravity flow line and come down Cox Road and go into Lake Forest Preserve. It is Union County.

Chairman Sharp - When you put the common open space on Lots 134 and 136 all you are doing is extending people's back yard. It is not of any benefit to the Town and it is not a meaningful contribution. I am fine with the common open space around the ponds and the wetlands but I would like to see more done to buffer the subdivision from the road.

Mr. Kerley - It has not changed from the previous plat that was approved.

Chairman Sharp - I questioned it on the original plat also.

Vice-Chairman Dow - Common open space is a 10% requirement and buffer does not fit into that.

Town Planner Cook - That is correct. There is a required buffer that is separate.

Chairman Sharp - They basically extended the buffer by 12 feet calling it common open space.

Mr. Kerley - These are all septic lots and the amount of area that would be cleared for those septic fields and future repair fields is much larger than you have with public water and sewer. These neighboring parcel owners would have more of a buffer allowed by having that common open space there. We have found additional land to dedicate along Weddington Road and we have kept the original common areas that were discussed with the neighboring property owners before.

Chairman Sharp - What I am worried about is when Highway 84 is widened to four lanes and Lots 24, 25, 26 and 27 have homes there and they take the road and widen it. I know there is a buffer there for it but the houses are going to be right up on the road.

Ms. Romaine - That is what I said at the previous meeting.

Chairman Sharp - And I agreed with you. I felt that the common open space should be moved to be on Weddington Road. We get a second chance to look at this.

Mr. Shea – We understand your concern. We have been studying this front entry. This is our proposed monumentation. Essentially we are looking at a large heavily planted berm. You can see from the edge of pavement how far it is to the side yard of those homes. It is something that we take very seriously. We do not want the customers to have the sound or impact of the road on them if they just purchased an expensive home.

Chairman Sharp - Where would you put your entrance monument?

Mr. Shea – We are going to monument every entrance. Monuments will obviously be on either side framing this entrance. We will probably add columns and fencing all along Weddington- Matthews Road and Cox Road.

Chairman Sharp - Can they put their monument in their thoroughfare buffer?

Town Planner Cook – We allow walls, fences and required landscaping in those buffers. There are a couple in Bromley that are within the buffers. Every subdivision does not have common open space up front.

Chairman Sharp - Are Lots 26 and 27 going to have driveways onto Highway 84?

Mr. Shea – Yes that was always planned for them to front on Highway 84.

Town Planner Cook - NCDOT will have to give a driveway permit for residential.

Chairman Sharp – I am trying to look to see if there is a way to move Lots 24 and 25 somewhere else so we could have that nice buffer along Highway 84. Someone coming down Highway 84 is going to look at the sides of these peoples houses.

Mr. Kerley - There is existing landscaping that we are going to keep and we are going to add to that along with the berm and the landscaping on top of it.

Chairman Sharp - I would like to see the landscaping increased. We have all these beautiful areas of Town and one of our priorities was viewshed from the road.

Mr. Shea – That is our entry statement so we will want to make a good statements to our customers.

Mr. Kerley - We did as much as we can to grab that additional 10 feet. It is really hard. We have this environmental restriction with the creek. These lots are septic and they do have their own particular needs. With 120 foot minimum lot width we do not really have any more room to gather. We tried our best to squeeze as many feet as we can.

Mr. Vivian – Is something going to happen with the existing wires by Lots 44 and 25.

Mr. Shea – We are going to get those relocated towards the front of the road.

Mr. Kerley – We are only really grading the roads. It will not be mass clearing.

Mr. Shea – We just clear enough for the home site and make sure that the driveway works smoothly in relation to the home site with the road grade. We want to keep as many trees as possible. We think this particular buyer wants front and side yard trees. This will not be curb and gutter. It will be ditch type street. Environmental studies show that ditch type streets remove more sediment particles than do storm drainage pipes.

Ms. Romaine - Mr. Walter Staton has sent us a notice about a 50 foot buffer for his property.

Mr. Shea – Mr. Staton is requesting for us to give him a 50 undisturbed buffer on our property to his property. I have told him and made it clear that I will work with him when I know for a fact I am purchasing the property from the seller and if I make it through the Planning Board successfully.

Chairman Sharp - We do not have any requirement for buffering.

Mr. Shea – It would be an internal deal with Mr. Staton.

Chairman Sharp - This should not be part of our decision making. We have buffer requirements along the roads and thoroughfares. We do not have any buffer requirements for adjacent properties. It would be between him and Mr. Staton.

Planning Board members discussed their concerns about the setback if the road is widened. Chairman Sharp advised that the Board could consider a potential ordinance change in the future that they would be considered as corner lots with a 25 side yard set back that may alleviate some concern in the future.

Mr. Perryman moved to send a favorable recommendation to the Town Council for the Preliminary Plat for Atherton Estates with the following conditions:

1. Development subject to review and approval/permitting of construction documents, driveways permit(s), etc. by NCDOT;
2. Development subject to review and approval of construction documents by Town's Engineering Consultant, US Infrastructure;
3. Development subject to review and approval/permitting of construction documents by Union County Public Works;
4. Covenants, Conditions and Restrictions (CCRs) and Maintenance Plan and Maintenance Agreement shall be reviewed (by Town Attorney) and executed prior to Final Plat approval by Weddington Town Council;
5. Property owner information to be corrected on sheet L-1;
6. Plans for subdivision entry monument to be approved by the Planning Board.
7. Fix the spelling of stream on the plat
8. Language on the cover sheet regarding the non buildable lots

Ms. Propst seconded the motion, with votes recorded as follows:

AYES:	Giattino, Propst, Perryman, Romaine and Vice-Chairman Dow
NAYS:	Vivian

Mr. Vivian – I am not comfortable with Lots 24 and 25. I would rather see those lots absorbed in. We were at 23 now we are at 130 lots. If you are selling \$500,000 to \$700,000 houses I think you could lose a couple of lots and rework the land plan and still be able to achieve your goal probably more favorably.

D. Review and Consideration of Text Amendments to Article XIII – Floodplain. The Planning Board received a copy of the proposed text amendment.

Town Planner Cook - This is a housekeeping item. FEMA recently changed some of their flood hazard data. These changes were made a couple of months ago and will be adopted by FEMA on February 19, 2014. Towns need to approve these changes in their individual flood ordinances by that time so FEMA can update their information and know that municipalities around the country are up to date. The text changes relate to dates and form numbers.

Vice-Chairman Dow moved to send the proposed text amendment to Article XIII to the Town Council with a favorable recommendation. Ms. Propst seconded the motion, with votes recorded as follows:

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

E. Review and Consideration of Text Amendments to Section 46-46 – Subdivision Checklist. The Planning Board received a copy of the proposed text amendment.

Town Planner Cook - We just added this actual checklist item to our ordinances which states that subdivisions that are connected to Union County water systems must show the location of proposed fire hydrants in accordance with Union County Public Works standards. What this does is add a 10' x 10' easement around the fire hydrant. A lot of developers do this anyway but it is a good checklist item to have on there. There have been cases where the hydrant has been covered up during grading or a monument sign is four feet from one.

Mr. Giattino moved to send a favorable recommendation to the Town Council for the proposed text amendment to Section 46-46. Mr. Perryman seconded the motion, with votes recorded as follows:

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

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

- Staff has received a Sketch Plan application from Pulte Homes for a 45 lot conservation subdivision located on Lochaven Road. Public involvement meetings will be held on Wednesday, November 20, 2013 on site at Parcel #06-153-025 from 1:30 p.m. to 3:30 p.m. and on Wednesday, December 4, 2013 – 4:00 p.m. to 6:00 p.m. at the Weddington Town Hall, 1924 Weddington Road. This plan will be on the December 16th Planning Board agenda.
- Staff has received a Sketch Plan application for the six lot Graham Hall subdivision located on Weddington-Matthews Road across from Weddington Swim and Racquet Club.
- The Town Council approved the CZ Application for a Wedding/Banquet Facility located at 7112 New Town Road at their November 12th meeting.
- The Town Council also approved the Highclere Conservation Subdivision Preliminary Plat at their November 12th meeting.

- Applicant Nancy Anderson withdrew her application for the Anderson Agritourism Conditional Zoning Permit at the November 12th Town Council meeting.
- The following items will be on the December 9th Town Council agenda:
 - Atherton Estates Conventional Subdivision Preliminary Plat
 - Hold the Public Hearing on:
 - Section 58-4-Conference Center Definition Text Amendment
 - Section 58-23-PRD Text Amendment
 - Weddington United Methodist Church Attached Sign
- The following items may be on the December 16th Planning Board agenda for discussion:
 - Vintage Creek Entrance Monument Sign
 - Lochaven Subdivision Conservation Preliminary Plat
 - Graham Hall Subdivision Preliminary Plat
 - Bard Property Preliminary Plat

Item No. 7. Other Business.

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

B. Consideration of Amending the Planning Board Calendar. Chairman Sharp asked the Planning Board to consider amending the time for the December meeting due to the band concert being held at the school. Mr. Perryman moved to change the time for the December 16 Regular Planning Board Meeting from 7:00 p.m. to 5:30 p.m. Mr. Giattino seconded the motion, with votes recorded as follows:

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

Item No. 8. Adjournment. Vice-Chairman Dow moved to adjourn the November 25, 2013 Regular Planning Board Meeting. Mr. Perryman seconded the motion, with votes recorded as follows:

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

The meeting adjourned at 8:42 p.m.

Chairman Dorine Sharp

Attest:

Amy S. McCollum, Town Clerk