

**Town of Pittsboro
Planning Board
Regular Meeting Minutes
August 2, 2010
7:00PM**

Members Present-Ken Hoyle, John Clifford (exited at 8:11), Karl Shaffer, Freda Alston, Harold Howard-Absent-Jimmy Collins

Call to Order-Chairman Hoyle called the meeting to order at 7:00p.m.

Approval of Minutes-July 19th meeting minutes-Shaffer made motion, Alston seconded; approved unanimously.

Old Business

1. Off Premise Signs-Roger Waldon

Hoyle stated that before the Board concluded they would have an Ordinance to send on to the Board of Commissioners. Waldon stated that last time he spoke about two different things concerning signs- non commercial and off premise way-finding signage. Adding that non commercial signage would require a change to the ordinance and the Board may consider making recommendation to BOC for change to:

Waldon continued-Attachment 1 in memo attorney Paul Messick has new definition for off premise signs-"Sign for purposes of display and advertising directing attention to something that is not on the premises for which the sign is located".

Waldon then stated what he suggests being permitted off premise non commercial signs for places of worship, community events, parks, historic properties, schools or other places of public assembly. The limitation would be that the content of the sign would have to be limited to name and location only, if on private property there would need to be expressed written permission from property owner. The sign would also have to be limited in size to four square feet and be constructed of permanent material mounted on a secure post. The applicant would place a deposit with the Town of one hundred dollars and register the sign with the Town clerk. The next concern Waldon mentioned was the lighting and by suggestion from a Commissioner allowing some lighting, albeit very modest lighting, shining directly at the sign would be appropriate as well as the sign owner being able to place banners for special events.

Waldon concluded that this is his recommendation and that the Planning Board recommends to the BOC that this be enacted and this will get the wheels rolling to conduct public hearing and go from there.

Chairman Hoyle asked for clarification on a couple of statements:

1. Messick suggesting that they add in Section 6.6n? Waldon responded that that was correct.
2. Four square feet in size and only directional how can banner be placed? Waldon responded that it is a possibility.
3. Why did Messick leave off commercial? Waldon stated that was very purposeful, in that it opens the door to a lot of clutter and his opinion that it created visual clutter because there are a lot more potential commercial signs than non commercial.

Shaffer made a motion to adopt Attachment 1 as stated, Alston 2nd. Before vote was called Shaffer mentioned potential conflict with language in Section 6.6n in where that says four square feet and Section m allows six square feet with height not exceeding four feet on page 4. Shaffer stated that he does not have a strong preference either way but they need to know how it is going to go. Consistency is required here and **Shaffer stated he would like to amend the motion that strike 6.6m-3 in current zoning ordinance which is the conflicting language on area /height. Alston 2nd.**

Howard questioned what does this do to signs that already exist? Waldon these would be non conforming signs and would have to look at ordinance and see. Alston asked if any commercial signs would be grandfathered in. Waldon stated that these are not permitted now so no they would be non conforming.

Clifford asked if the one hundred dollar deposit was a onetime fee. Waldon responded yes it is. Clifford then asked about enforcement and keeping the signs clean, Waldon stated that the current method of enforcement is less than aggressive and that it definitely needs to have attention paid to it and the language should be drafted into application.

Clifford asked for some clarification of banners being able to be placed. Waldon responded that these would be for temporary events and they would be over the sign and would have to be taken down as soon as the event was over.

With no more questions **Chairman Hoyle called for a vote; unanimously approved.**

Waldon went on to discuss the commercial portion of off premise signs. He began by explaining that these signs were a way to help businesses be successful in the Town. Businesses that are along the main thoroughfare are obvious but businesses that are off of the main road people may not know are there and that this would help those businesses. These signs would be modest Town maintained, Town designed signs with the name of business and an arrow pointing down the street. The idea is not private signs but that these would be

Pittsboro signs and the Public Works department would maintain. An annual fee would be charged for any business to have a way finding sign, at an amount that fully covers the costs of the Town. Waldon stated that this was not an ordinance change and that the Town Board could do this at any time with no change to the ordinance. Alston questioned what kind of fee was he thinking of, Waldon stated that he did not know it would depend on Public Works and find out what the costs would be for the signs and management of the signs. Clifford asked if there is a standard size for the DOT, Waldon said that three by three should be sufficient.

Hoyle asked for explanation on signs at only one intersection, Waldon explained that a business would only have a sign at one intersection which was the closest to them.

Clifford asked if the fee was for each business, Waldon responded yes.

Howard recommended a motion for approval of Attachment 2, Alston seconded.

Shaffer stated that it has merit but wonders about discrimination based on location.

Hoyle would really like to have public hearing on this issue; Waldon thinks that is a good idea. Waldon suggested that when the ordinance change is discussed this go on the agenda and could be “piggy backed” so people would have the ability to comment.

Howard amended his recommendation to include conducting a public hearing, Alston seconded. Vote was taken; passed-Shaffer opposed.

2. Commentary on Land Use Plan-Philip Culpepper

Culpepper gave a synopsis of the work he has done

Things that he has learned thus far:

- According to the State of North Carolina (except in coastal areas)- local governments **do not** have to adopt or use a comprehensive plan or land use plan
- NCDOT may participate in development of thoroughfare plan **only** if comprehensive land use plan is in place-does not have to be complicated
- Cities and counties are increasingly developing and adopting small area development plans
- Town would develop basic land use plan then small areas for rest of Town (neighborhoods, historic districts, etc.)

Constraints and some of the “givens”:

- Town now has EIS approved to allow build of a new sewer treatment plant

- Discharge up to 3.2 million gallons into Robeson Creek remaining into Haw River
- Upwards of \$40,000,000 to build
- No good way to finance currently
- No good way to “scale” it to do it in phases
- Town currently has no capacity and darn expensive to get it
- Land use plan is how going to grow Town in future, without capacity not much to talk about
- No growth can take place without sewer capacity
- Moratorium will stay until figure out how to pay for and construct new plant
- Water plant is running out of capacity as well
- Two items that **definitely** need to be addressed before growth
- Flood plains, creeks are major constraints

Culpepper concluded by stating that he feels that he will have to deviate from TJCOG “transects” in original plan and develop growth pattern on his own. He opened it up to the Board for discussion.

Shaffer asked if we are starting from a “clean slate” based on conclusion. Culpepper stated that he is taking what is of value from the current plan but there may not be much that can be salvaged. Culpepper also stated that he is giving his opinion and for the Town it is a “clean slate” but that he is trying to find the value of the TJCOG plan.

Shaffer asked if Culpepper was going to continue to move forward or if the new planner is going to take this on. Culpepper stated that that is great if he wants but is totally up to the new planner. Culpepper mentioned that he will not stop what he is doing just because the new planner is coming aboard. Shaffer stated that he would like Culpepper to continue regardless of what the new planner’s plans are adding that more information to digest the better.

Hoyle felt that we need to move forward because of the time it will take the new planner to become adjusted. Culpepper reiterated that he is only putting his ideas on the table and if it sheds light on it, it has advanced the process of moving forward.

Hoyle recommended that the Board read in depth the 3rd paragraph, 2nd page. Hoyle asked if there is any way to produce the map delineating streams for Board to have copy in color. Culpepper stated he would do that.

Clifford thought this TJCOG plan was going to be shelved anyways so this is no surprise.

Shaffer asked if water/sewer capacity limitations have to limit growth or do you put blinders on to those things and plan in ignorance or have to have that in pocket to proceed. Culpepper stated that these are true constraints.

Culpepper thanked the Board for their time.

New Business

USDA Loan Application-Becky Smith, Hydrostructures

Ms. Smith stated that all that was needed from the Board was a “blessing” and to send it onto the BOC. Smith stated that the USDA wants to make sure that the loan application is in line with Towns land use plan and that the service itself is being delivered to the customers.

Smith went on to explain the water pipes being considered for replacement and the reasons for those decisions. Ms. Smith showed the Board the residential areas that would be served by these improvements.

Shaffer made a motion to approve the draft approval letter for USDA, Alston seconded. Vote was taken; passed unanimously.

Board Member Concerns

Shaffer wondered if the off premise signs only apply to the core of Town or does approval go to ETJ.

Motion to Adjourn

Howard made a motion to adjourn, Shaffer seconded. Meeting adjourned 8:25pm

