

**TOWN OF PITTSBORO  
PLANNING BOARD MEETING MINUTES  
Monday, October 6, 2014, 7:00 PM**

**ATTENDANCE**

**Members Present:** Raeford Bland, Shannon Plummer, Alfreda Alston, Brian Taylor, Carolyn Elfland, Oakley Bennett.

**Staff Present:** Stuart Bass, Planning Director, Ileana Platon, Administrative Support Specialist

**A. CALL TO ORDER**

**Chairman Bland called the meeting to order at 7:00 pm**

**B. APPROVAL OF MINUTES**

- **Mr. Bennett made motion to approve the minutes for September 3, 2014.**
- **Seconded by Mr. Taylor.**
- **Vote: Unanimous**

**C. OLD BUSINESS**

**None**

**D. NEW BUSINESS**

**Mr. Bland** stated that the River Hawk's Edge Subdivision has been removed from the agenda at the request of the applicant.

1. **Signage Plan - Chatham County Agricultural Civic Center**  
*Action Needed – Discussion, Decision.*

**Mr. Bass** said that this is the signage program for the Chatham County Agricultural Civic Center. The Town Board has approved the site plan for this project and distributed tonight to the Planning Board is the signage for the new building and the entrance. The proposed sign is larger than the

standard regulation type sign that would normally be permitted for an individual structure, however, the zoning ordinance does make an allowance for a larger institutional type signage specified in section 6.9 *Planned Flexibility Options*. It provides the Planning Board with the authority to review and approve larger signage for large scale institutional complex, cultural civic or recreational facilities. As a comparative example, the Powell Place Mixed Used Planned Development has a Master Sign Program. Attached is the specification sheet for their entrance sign. A more recent example is the sign that the Planning Board permitted for the library entrance, just off the traffic circle on Highway 87. Also attached are the specification sheet for their entrance sign.

**Mr. Bass** introduced to the Board Engineer Harry Mitchell to answer any questions.

**Mr. Bland** aware that there are two signs asked if they also had to approve the wall sign.

**Mr. Bass's** reply was that since it is part of the Master Sign Plan they would be approving both.

**Mr. Mitchell** commented that the wall sign will be on the east end of the building which will be about 600 feet off the road, it is doubtful that the wall sign will be visible from Highway 64 but nonetheless they submitted both signs for approval.

**Mr. Bland** asked why they would put a sign on the east side when there is nothing but woods towards that side? After reviewing the map they noticed that the sign would be facing south towards Highway 64 instead of east.

**Mr. Bennett** inquired about the entrance and how far back off the road it would be.

**Mr. Mitchell** replied that it is beyond the right of way and it would be about 50 feet from the center line of Highway 64.

**Ms. Elfland** asked about their philosophy on the sign's design.

**Mr. Mitchell** said that he is representing the applicant but could not speak for the architect who designed the sign. It has zinc panels and standoff letters that will be painted black and the masonry that will be painted in colors similar to what will be used in the building which will primarily be muted earthy tones.

**Ms. Elfland** said that the sign design itself could have been a better reflection of the mission since agriculture is such a big presence in Chatham County.

**Mr. Bland** wanted to discuss the size and asked if anyone had a problem with it.

**Ms. Elfland** said that it is as big as the one at the Community College and she is fine with it, however, that sign is situated at the edge of a huge grass area therefore if it was smaller it would get lost in the landscape. This could be different in this project where it will be situated in the median off the road.

**Mr. Mitchell** said that this sign is about 4 feet wider and taller than the Central Carolina Community College sign.

**Mr. Bennett** asked if any of the agricultural staff have seen this design and have agreed with it.

**Mr. Mitchell** stated that it has been approved by Chatham County officials and the Agricultural Department.

Discussion went on between Board members about the difference in size and design between the Community College (Library) sign and the Agricultural Center sign.

**Mr. Bland** state that he is more concern about the sign because of its location and even though they have elaborate drawing he does not have a great concept on what the sign will look like, and as far as the sign on the building wall it seems to be part of the building.

**Mr. Plummer** asked how many people would it accommodate and the time line?

**Mr. Mitchell** said that the main auditorium would accommodate 700 to 800 people. On the time line the project should be completed by the beginning of 2016.

- **Mr. Taylor made motion to approve the sign as submitted.**
- **Seconded by Mr. Bennett.**
- **Motion carried unanimously**

## **F. BOARD MEMBER CONCERN**

**Ms. Elfland** asked what the status of the Jordan Lake water allocation was.

**Mr. Bass** said that they had submitted a draft application to DENR and are awaiting comments, the final version in due next month (November).

## **G. REPORTS AND ANNOUNCEMENTS**

**Mr. Bass** announced that the North Carolina Chapter of the American Planning Association had its annual conference last week and the Jordan Lake Partnership received an honorable mention award for Regional Planning Category.

In addition tonight he has distributed the 2013 Annual Report to the Planning Board.

## **H. ADJOURNMENT**

- **Chairman Bland asked for motion to adjourn.**
- **Ms. Alston made motion to adjourn.**
- **Motion carried unanimously.**

**Planning Board meeting adjourned at 7:32pm.**

*Next Planning Board Meeting is scheduled for Monday November 3, 2014*

*Heana H. Platon*

**Administrative Support Specialist**