Town of Pittsboro, North Carolina
Department of Planning **(919) 542-1655**

Town of Pittsboro Planning Board
7:00 p.m., Tuesday, September 15, 2015

Town Hall, 635 East Street
Pittsboro, NC 27312

A. Call to Order

B. Approval of Minutes

August 3, 2015
Action Needed – *Motion to Approve Minutes.*

C. Old Business

D. New Business

1. REZ-2015-03
   Thompson Street Rezoning and Special Use Permit
   Action Needed – Discussion, Recommendation to Town Board

E. Board Member Concerns

F. Reports and Announcements

G. Adjournment

Next Planning Board Meeting, Monday, October 5, 2015

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TOWN OF PITTSBORO
PLANNING BOARD MEETING MINUTES
Monday, August 3, 2015, 7:00 PM

ATTENDANCE

Members Present:	Raeford Bland, Oakley Bennett, Brian Taylor, Carolyn Efland, Shannon Plummer, Bob McConnaughey – Alternate
Members Not Present:	Alfreda Alston, Wayne Herndon (Alternate)
Staff Present:	Roger Waldon, Interim Staff, Planning Department; Fred Royal, Engineering Director, Paul Messick, Town Attorney, 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 moved to approve the minutes.**
- **Seconded by Mr. Taylor.**
- **Vote: Aye 6 Nay 0**

C. OLD BUSINESS

- **SUB-2015-03**
  Davie Street Cottages
  Action Needed – Discussion, Recommendation to Town Board

Mr. Waldon distributed a memo to the Planning Board regarding the Davie Street Cottages. The applicant is proposing a Pocket Neighborhood development, consisting of 8 single-family residences, common open space and amenities, and a 20-space parking lot on a 1.06 acre site. This site consists of two undeveloped lots in an area of previously developed, small single family residential homes. Drawings showing existing and proposed conditions were handed out.

A proposal was handed out by Mike Dasher, Managing Partner, Orange Development Group to the Planning Board on the Davie Street Cottages. They are wanting to have housing units for a smaller alternative instead of the new conventional subdivisions. This project is designed in accordance with all Town of Pittsboro requirements, as well as any other regulatory agency requirements. The standards have been broken into groups for ease of review.

Land Use: The Pocket Neighborhood designation is a "Use by Right" within the parcel's R-10 zoning. The community is compact and pedestrian oriented, integrates principles of sustainability into both the site and building design, and protects sensitive lands and water all while keeping the small, rural, and natural feel that Pittsboro cherishes. The plans, as submitted meet or exceed the provisions of the Town's Pocket Neighborhood Ordinance, including lot size, density, building setbacks, max built upon area, open space requirements, tree-save requirements, parking, signage, landscaping, and site lighting. Neighborhood is to encourage affordability, infill development, innovation and innovation and variety in housing design and site development while ensuring compatibility with existing neighborhoods and promote a variety of housing choices to meet the needs of age, income, household composition and individual needs. The 8 lots range in size from 2,463 square feet to 3,366 square feet. The homes will range in size from 1,300 square feet to 1,900 square feet with 200 square feet of private open space to be landscaped including wall or fence feature for sale to general public at market rate. A common space of 7,710 square feet. Preservation of trees on site where possible. A 20 space parking lot provided.

Site Amenities and Access: The project includes a variety of on-site features and amenities intended to enhance both the functionality and sense of community with which the project is focused.

Site access is proposed through a paved private street that accesses the parking area with 2 driveways and parking areas are designed allow full access for Fire, EMS and First Responders, as well as for maintenance vehicles. Proposed enhanced pedestrian accessibility through the use of multiple walkways, a boardwalk feature to serve as access from the neighborhood to the street and mailboxes, provide a viewing platform to enjoy the natural landscaping and wildlife brought

by the bio-retention area. A 5 foot concrete sidewalk from parking area to the heavily-landscaped central courtyard which will consist of 4 foot concrete walks to access homes and community building area.

Covered parking spaces will be provided by for residents at a rate of one per unit, indoor storage for each unit, outside kitchen and a loft unit that may be utilized by residents of the neighborhood.

There are existing trees that cannot be saved due to site design constraints, elevations and culvert under Davie Street, along with Town of Pittsboro and State Stormwater design standards, it will be impossible to keep the existing trees. Proposal for planting of trees will help mitigate for the loss of those existing trees. Additionally, the proposed plantings will help reduce the heat-island effect, provide shade, help the bio-retention area perform is biological functions, and create a cohesive and attractive community space.

Proposed Site Landscaping: There are 16 large trees being proposed to replace the 6 being removed. The final size, species, and spacing of these trees has not yet been determined (not required but agreed to by developer). Anticipated that upwards of 50 evergreen trees planed and over 100 shrubs and ornamental grasses being proposed.

Utilities: The project proposes to tie to existing Town utility infrastructure, both water and sewer, to serve this site. Water will be provided, tapping 6" water main in Davie Street. A Town maintained public waterline will extend to the water meters per Town standards.

Sewer will be provided to the site by tying to the existing 8" sanitary sewer main in Davie Street. A public-private system that has been proven effective for developments of this size and permitted jointly through NCDENR and municipalities in the past, is being proposed. The sewer is designed in a manner that minimizes cost, impact and maintenance while properly serving residents.

Stormwater Management, Riparian Buffers, & Floodplains: The site is in the Jordan Lake Watershed, Haw River Watershed (HUC 060030) and runoff discharges to an unnamed tributary of Robeson Creek. There is no floodplain on site per FIRM Panel 3710974100J, dated 2/2/2007. Soil levels are classified as GaC, which is the Georgeville Sandy Loam series and has a Hydraulic Soils Group of "B". The site is generally open meadow with a few hardwood and deciduous trees, thick groundcover. Based on the field evaluation by an environmental professional and verified by Fred Royal, Town Engineer, the existing drainage feature that bisects

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the site is not a jurisdictional feature, and is therefore not subject to any buffers or other development restrictions.

Two systems have been selected to handle the site Stormwater. First, a bio-retention area with internal water storage (IWS) is proposed in order to capture and treat the run-off for the post-development conditions. This feature was selected based on the limited elevation of the Stormwater discharge point, the aesthetic nature and the ability to help mimic the existing hydrologic patterns to the greatest extent possible. The second is a piped by-pass system of the run-off from off-site, upstream areas. The culvert previously mentioned on Davie Street will be re-laid in order to remedy an existing drainage deficiency and both proposed systems will tie into this new culvert. These plans meet all applicable Town Stormwater requirements.

Fred Royal has met with adjacent owner to help modify the existing drainage swale to help improve issues that may exist, and Orange Development Group has agreed to do this by addressing an existing issues while construction equipment is in-site for the development.

Ms. Efland had questions for Mr. Royal regarding Stormwater, is it a pond with a dam. Is there an issue that it could break?

Mr. Royal suggested she ask the developer.

Mr. Lovelace stated there was a pond dug and a small dam, 45 feet at its tallest with a small drainage area going to it with about 13 acres total. Very insignificant dam.

Ms. Efland asked if it has overflow pipe coming out, overflow pipe directs the water onto the land wanting to be developed?

Mr. Lovelace stated that was correct.

Ms. Efland wanted to know what the legality of dumping Stormwater onto someone else's property? Clarification?

Mr. Jay Farrell stated the pond has been there for over 58 years.

Mr. Lovelace stated culvert is laid backwards, basically you would widen area, turns toward 64 by-pass and would be sufficient.

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Mr. Lovelace stated he has walked the site, no technical exploration done. The design that we have done for the bypass system, taking the whole drainage area, assuming there is no pond there. Slim likelihood that the dam will not break (never say never), the system is sized to handle all that runout for that drainage area. This is based on a 25 year storm which is larger than the Town requires.

Ms. Efland wanted Mr. Royal to explain what he meant by saying this is the limits the ordinance requires?

Mr. Royal wanted them to show emergency overflows if there is any type of storm event exceeding 25 like a tropical event to see where the water is going in case the pipe can't handle it and they did do that, they have 2 emergency overflow routes. Improvements made would not be flooded and would not flood anyone else downstream because of their development. We can't predict the weather.

Mr. Lovelace stated it would be nice to design buildings to withstand a plane crash, not feasible. We are going above and beyond of what the ordinance says. The overflow route goes toward the north along the adjacent property line, get out in ditch along Davie, the other one is to flow along the courtyard of our site. Foundations are going to be lifted up on buildings so they will not be flooded.

Ms. Efland wanted to know why there is only 8 listed now instead of 9? Why did you change them and what else did you change? Regarding landscaping and tree conservation goes it hasn't changed since last time? When you clear cut all the trees it is not the character in the neighborhood.

Mr. Lovelace listened to concerns, going from 9 to 8, giving more parking, provides more open space, allowed us to move Stormwater. From a dollar standpoint, less income but as a whole it made sense to pull one of the units out. Existing trees are the same as they were before. There are two trees being saved, a 22" Pecan and a 26" Pine. New shade trees and shrubs will be planted. We wanted to save as much as possible.

Ms. Efland read the ordinance regarding the trees. Conflict is that this development does not meet all the requirements of the ordinance, on the other hand some of the reason is to put in this big pipe system. What is the legal standing?

Mr. Waldon read a portion of the Pittsboro Land Use Plan, 5.11, page 96, item 1. Land Use Plan is a recommendation and not an ordinance. Existing residential neighborhoods should be protected.

Mr. Lovelace would like to build safe structures, while trying to keep the same structure like it is as much as possible.

Mr. Bennett stated that his personal view is that the pocket neighborhood would not fit into that residential neighborhood.

Ms. Efland asked Mr. Messick about the pond pouring water over onto these two lots, has that been going on for 60 years?

Mr. Messick said that the developer is subject to that overflow if there is one and he is the one that is at risk or potential customers are at risk.

Mr. Royal stated that common law is that you cannot dam up the existing drainage way. They have to manage it and let it go which is the Town of Pittsboro, when we discharge it the next lot owner has manage it. The difference is that they agree to have larger pipe in the 25 year instead of the 10 year. They also have agreed to fix our inadequate pipe slope under the street. If you go down to 1 or 2 houses that would change things drastically, they would not even have to do Stormwater because it is such a small land disturbance. Nothing would be managed at all that way.

Mr. Bennett asked about the covered parking space per lot?

Mr. Lovelace stated they would be set up as 2 together making it a total of 4 double carports basically, 20 parking spaces, 16 would be covered. The plans have not be completed but would be a kind of timber built design.

Mr. Bland asked what the Stormwater flow like right now, how will it different if this place were built and if so, how different, how is this changing anything?

Mr. Lovelace commented that what it will do when it is wet season, when that system flows, when it does flow you will more continuous flow in a low rate going out of that property going out of that property under the pipe in the road running downstream. You will see more flow during wet weather. It will go through the Stormwater basin first, it raising up and comes back

down again (slow trickle), you will see more water but a low volume that will be the biggest difference.

Ms. Efland is wanting to know about the flooding, the crawl space, is water going to collect?

Mr. Royal stated that if it is graded correctly that it is positive to not flood.

A resident who lives at 86 Davie Street already has a problem with the water running onto her property, especially with a tree on her property that is showing roots where the water has washed the soil away. She stated if will get worse if this development is established according to Mr. Royal (same volume, flow is going to quicker).

Mr. Lovelace, responded to the resident. He has been to the property and walked around it. There is a fix for this problem, flatten out that area, put a little berm (hump) up there it would give that water a place to go. You would then control where the water goes rather than letting it come up on your porch and by your house.

Mr. Royal stated that is the reason he went down there, came up with some pretty good remedies and solution for their erosion and flooding in their yard.

The resident stated that this is the first she has heard of all these remedies and solutions to her concerns regarding flooding.

Mrs. Efland summarized: the big pond has to stay the way it is because it exist. You cannot dam it up which would impede the flow, the only thing this property owner can do is manage the flow that is coming to him. No remedy. Secondly, developer is putting in a pipe big enough to hold that water up to the 25 year storm event, which will go under the land, come out same place as it currently is, and when the culvert is fixed it will come out faster. Same amount of water. It will cross the road but you suggested the remedy for her tree and flower bed that is already being eroded from existing situation. That is all relating to the pond. Then you want to build these 8 houses, migrating the one year design storm, in this bio-retention area and in exchange you want to propose to clear cut the site all but 2 trees and build 8 houses.

Mr. Bennett asked about the big oak tree on the back of the property?

Mr. Lovelace mentioned that is why they removed one of those lots to preserve the oak tree. The angle of the pipe has been changed.

Mr. Bland asked Mr. Walden did he weigh in and give his recommendations on this development?

Mr. Waldon's recommendation is for approval of this because it meets all the requirements of the ordinance and we appreciate the applicant making some additional offers, making some changes in their visions that are above and beyond what could be required. Last time we were recommending approval we thought it met all the Town's zoning regulations and subdivision regulations and we continue to believe that tonight and are recommending approval.

Mr. Bennett asked if all homeowners received letters telling them when this planning board was going to be looking at this?

Mr. Waldon stated he went to the tax records and identified the address of every property owner surrounding the area, addressed the envelopes and dropped them in the mailbox.

Crystal Wright stated she own the Brick Ranch north of this property, 163 Davie Street. I am solely the largest property owner that makes contact with this development. The whole property is slope downhill, everyone keeps talking about the runoff of the pond but you have to think of the runoff from the land. I can go in my backyard, in the woods 10 foot and it is swamp. Just like the front, it comes from the pond, it comes from the top of the hill, it comes from Chatham Forest, it comes from everywhere, runs down – the ditch gets deeper and deeper. I have a paved driveway, I have lived in this house almost 5 years and from where my paved driveway sits it has dropped off almost 3 quarters of a foot in almost 4 years.

Mr. Bland asked what is going to happen in the future. We need to be able to kind of predict what is going to happen. We need clarification.

Mr. Lovelace looked at everything coming from all directions, properties. If you have erosion in your ditch that is not anything coming from the pond are from our site. We have called for our ditch and our property to be piped and it is sized for everything that is upstream including your property. I walked back there a number of times and it is like a swamp in the back corner. It is a low line area. I do believe this is the best possible scenario for that site and I would not be here tonight if I did not think it was going to be an asset.

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Mr. Royal stated as a Stormwater Administrator I struggle. You have to let people do what they can do within the ordinance. It would be great to be able to plan on inches of rain, but you cannot predict. The storms in Pittsboro, 95% of them are 3 inches or less over a 24 hour period, which is the 10 year Plan.

Mr. Bennett asked about the traffic analysis, traffic around the circle and in Pittsboro?

Mr. Lovelace stated that the traffic pattern is really an insignificant amount.

Mrs. Efland wanted to say that she is a fan of pocket neighborhoods and like them. Don't particular like this one, the reason is because of the situation of all the water and what you have to do for it. Trees are gone, more expenses, just not feasible. Mrs. Efland recommends that we do not approve it.

Mr. Lovelace stated that if he only built two houses on the 2 lots, he would not have any restraints as far as Stormwater or tree preservation. The water would still be a problem.

Mr. Royal made statement that you should be able to do what you want because you have met the requirements, it doesn't mean I have to like it. I think just don't think it is going to fit in that neighborhood.

Mr. Bennett asked if there was still going to be an HOA?

Mr. Dasher stated yes there would be an HOA, and their responsibility to take care of pipe and land cover. In setting up the homeowners' association, you have annual fees and dues that go into an escrow for any required maintenance, whether it be pavement, water, sewer, storm, so there's portions of the utilities here that are public on Davie Street and there are portions that are private. Once it comes into the site, the water line, sanitary services, and the Stormwater are private. Those are all very typically the responsibility of the homeowners' association.

Mr. Plummer is asking about what the neighbors have to say about this neighborhood?

Mr. Lovelace said that yes they have started making contact with the neighbors, Mike had has dialog with Fred and himself regarding the pipe being laid correctly, Mike has asked Mr. Walden to check on the size and velocity that is going to be coming out of the pipe.

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Mr. Plummer asked about pocket neighborhoods and where they would fit into Pittsboro locations, there is only one pocket neighborhood now. When something is permitted by right, I don't know but maybe we need to remove the possibility of future pocket neighborhoods if we are not comfortable with them. Can you name any possible places they would fit in right now? I understand the need for neighborhoods like that but I would not want to live by one myself. It is allowed so how can I vote against it?

- **Mr. Bennett made a motion to disapprove the pocket neighborhood (Davie Street Cottages) because of what it says in the Land Use Plan, as far as protecting residential neighborhoods, I think that this is one of the neighborhoods that needs to be protected. He proceeded to read the Land Use Plan.**
- **Seconded by Mr. Taylor.**
- **Vote: Aye 3 Nay 3**

Staff will report to the Board of Commissioners will say there is no recommendation from the Planning Board and probably have a couple of sentences about the discussion that you have had, 3 to 3 vote.

D. NEW BUSINESS

- **REZ-2015-04 Chatham Park PDD Rezoning and Master Plan**
  Action Needed – Discussion, Recommendation to Town Board

Mr. Bland asked to hear from Mr. Waldon and then Mr. Messick on this issue.

Mr. Waldon stated that this is a rezoning matter before you, combination of Master Plan, the Plan Development District requires that a rezoning be accompanied by a Master Plan for consideration. A memorandum was sent to the Planning Board and it should look similar to the Master Plan in December, 2014 that the commissioners adopted.

In May 2014 the Planning Board reviewed the previous Chatham Park application for Rezoning and Master Plan (application REZ-2013-02). The Board voted to comment to the Board of Commissioners that the proposed rezoning was consistent with the land use plan and other applicable plans officially adopted by the Town of Pittsboro, and recommended that the Board of Commissioners approve the rezoning application.

This current application for Rezoning and Master Plan approval (REZ-2015-04) is nearly identical to the previous application, and we believe that the considerations and issues are the same. We recommend that the Planning Board take the same actions tonight as we were taking in 2014:

1. Adopt a resolution addressing consistency/inconsistency with the comprehensive plan.
2. Adopt a resolution recommending approval of the proposed rezoning.

There are a series of attachments that have been assembled for the Planning Board's use in reviewing this rezoning application. Following is a list of the materials that accompany this staff report:

1. Map showing the 103 parcels proposed for rezoning.
2. Chatham Park Proposed Lane Use Plan.
3. Draft resolution regarding consistency/inconsistency with the comprehensive plan.
4. Draft resolution recommending approval/disapproval of the rezoning.
5. Memorandum from Town Attorney providing background information.
6. Materials and summaries from the June 22, 2015 Public Hearing.

Included under separate cover is the full application that has been submitted for Rezoning and Master Plan approval, dated May, 2015.

Mr. Bland asked Mr. Messick about what has been changed since the last time we approved, one sentence. Can you tell us why you are here, and why we are doing something that we have done twice before?

Mr. Messick responded that the change is that instead of having a 2 year time period in which a developer can propose the additional elements that set forth in Section 10 of the master plan. The date is the same as it was before, December 8, 2016 when the consideration of the master plan, when these things are in use or not. The reason for this is the recent adoption of the text amendment to the zoning ordinance that recreated the plan development district, this previously was the subject of some controversy in superior court and this redo of plan development district

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that poured through some months ago was in response to that. This is essentially was has been approved twice before, the only difference is the date is the same as it was in December 2014.

Ms. Efland responded that she had read in the newspaper that Chatham Park was going to submit small area plans very soon for everything north of 64, about 2,000 acres. My understanding based on the prior plans that we have approved was that they get 5% residential, 15% commercial until all these additional elements were submitted and approved. At that point in time, that was the limit. Section 8, page 41 it talks about the additional elements and it says it is to be submitted later and will provide more detail. Matters will be addressed that have not been addressed, approved by Town, and will govern the land use and development in Chatham Park. Ms. Efland stated she was not expecting to see anything from Chatham Park beyond 15% commercial and 5% residential until these additional elements were submitted and approved. Can Chatham Park actual exceed their limits that were previously approved? Do we want to change some of the wording in her, so in fact additional elements do need to be approved first?

Mr. Messick directed Ms. Efland to page 47 (3, a and b), it says until such time as all the additional applicants and a development agreement are approved, development shall be limited by the 2 thresholds that you talked about (5% and 15%). That is still the deal that is approved by the Town Board. No development can occur beyond those limits until those additional elements are approved. There is no timeframe for the small area plan, small area is not developed. It will need more specific information that you are seeking. Small area plan was intended to provide the Town with more detail than the master plan itself. Presumably, the small area plans will be provided before there were site plans, before there subdivision plans that would need approving beyond the 5 and 15%. I think it is logical and very clear. You have to see a master plan, if and when it is approved, once you see a small area plan those are legitimate questions.

Ms. Efland said the small area plan has to contain road layouts, it has to contain Stormwater management for the small area, and it has to contain information about open space for the small area. How do you look at the with the whole purpose of planned development is that the whole development is planned and then you have the pieces underneath the whole being developed as the market demands are whatever, so you are going to send me small area plans with open space for a small area before I ever see additional elements that govern open space, it doesn't make sense. Case closed, we should just vote on it.

Mr. Messick stated that he was comfortable with all this.

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- **Mr. Bennett made a motion to approve the consistency statement, have them review the zoning application to amend the zoning map of the Town of Pittsboro, REZ-2015-04 (the proposed rezoning where it states the company documents including the Chatham Park PDD Master Plan and having considerate information for Planning Staff of the Town of Pittsboro and commence from the applicant and other persons pursuant to 160A-388 of the North Carolina General Statues and Article X, Section 10.43 for the Town of Pittsboro Zoning Ordinance, the Town of Pittsboro Planning Board as regular scheduled meeting on August 3, 2015, hereby adopts one of the following motions as marked effective August 3, 2015. Motion to approve the following solution resolved that the Town of Pittsboro Planning Board hereby advises and comments to the Town of Pittsboro Board of Commissioners that the proposed rezoning is consistent with the Town of Pittsboro confidence of Plan including the Land Use Plan and other applicable Plans and Polices adopted by the Town of Pittsboro. The following reasons and other matters were considered in the deliberations of the Town of Pittsboro Planning Board with respect to this motion the proposed rezoning is reasonable considering the size, location of the property, subject to proposed rezoning and potential benefits to the economic, cultural and urban development to the Town of Pittsboro and surrounding communities. The Chatham Park PDD Master Plan filed with the proposed rezoning provides quality design, features and sensitivity to environmental issues and the proposed rezoning advances the public health, safety or wealth repair for the Town of Pittsboro.**
- **Seconded by Mr. Plummer.**
- **Vote: Aye 5 Nay 1**

Mr. Bland asked if there was a motion for the written recommendation for the Planning Board to approve or not approve.

Mr. Plummer made the motion to approve the consistency statement.

- **Mr. Plummer made the motion to approve the consistency statement. Having reviewed the zone district change application to amend the**

zoning map of the Town of Pittsboro, and the Town of Pittsboro case REZ-2015-04, the proposed rezoning and the accompanying documents include that Chatham Park PDD Master Plan having considerate information for the planning staff for the Town of Pittsboro, comments for the applicants and other persons pursuant to Section 160A-383 of the General Statutes and Article X, Section 10.4.3 of the Town of Pittsboro Zoning Ordinance. The Town of Pittsboro Planning Board at its regularly scheduled meeting on August 3, 2015 hereby adopts one of the following motions effective August 3, 2015. Motion to adopt the following resolution resolved that the Town of Pittsboro Planning Board recommends approval of the proposed rezoning following reasons and other matters were considered and the deliberations of the Town of Pittsboro Planning Board with respect of this motion. The proposed rezoning is reasonable considering the size and location of the property subject to the proposed rezoning, potential benefits to the economic culture and urban development for the Town of Pittsboro and surrounding communities. The Chatham Park PDD Master Park filed for the proposed rezoning provides quality design features and sensitivity to environmental issues and the proposed rezoning advances the public health, safety and welfare of the Town of Pittsboro.

- **Seconded by McConnaughey.**
- **Vote: Aye 4 Nay 2**

- **Presentation by Conservation Ordinance Review Committee**
  Action Needed – Discussion, No Formal Action Needed at this Meeting

Mr. Waldon announced that the Planning Board will hear a presentation focusing on possible policy and ordinance strategies to help achieve the Town's natural resource conservation objectives. This committee has done extensive work for over a year now on the following:

1. Tree Protection Ordinance
2. Implementing a Natural Resource Conservation Ordinance
3. Summary of the Natural Resource Conservation Ordinance for Pittsboro
4. Summary of Biodiversity and Wildlife Habitat Assessment for Pittsboro

5. Regulator Strategies to Incorporate Green Infrastructure for NC
6. Summary Report: Land Cover Change Analysis and Urban Tree Canopy Assessment for the Town of Pittsboro

A brief presentation was made to the Board of Commissioners on July 27, 2015. Included in the agenda item was a presentation summarizing key recommendations being offered by the Committee. During the Board of Commissioners discussion, Commissioners expressed interest in exploring whether these recommendations should be folded into the separate, ongoing initiative to completely re-organize Pittsboro's regulations into a Unified Development Ordinance (UDO), or whether consideration and possible adoption of new rules should be considered independently. The Board agreed that, following the Planning Board's review and discussion of these ideas, it would be desirable to schedule a work session to provide an opportunity for detailed discussions.

Tonight the Planning Board is being asked to receive the presentation, offer preliminary feedback to the recommendations, and begin identifying key issues and questions that might be addressed in a subsequent work session. Mr. Waldon introduced Catherine Deininger for the presentation.

Ms. Deininger thanked everyone for the time. The project was developed through many partners, especially the Town of Pittsboro. She went over all the topics that were listed above (1 – 6) in some detail, with summary sheets for reference. Ms. Deininger made recommendations. There was discussion during the presentation with questions, answered by Ms. Deininger.

D. BOARD MEMBER CONCERNS

Mr. Taylor wanted to address the concern if a board member was absent, the alternate would fill the seat.

Mr. Bland said that a procedure would be worked on.

E. REPORTS AND ANNOUNCEMENTS

Mr. Waldon reminded the Planning Board to schedule the September board meeting. Is was discussed and the meeting was scheduled for September 15, 2015 at 7:00 pm.

- **Mr. Bland moved that the meeting be moved the September 15, 2015.**

- **Seconded by Mr. Taylor.**
- **Vote: Aye 6 Nay 0**

F. ADJOURNMENT

- **Mr. Bennett made the motion to adjourn.**
- **Seconded by Mr. McConnaughey.**
- **Vote: Aye 6 Nay 0**

Planning Board meeting adjourned at 9:30 pm.

Next Planning Board Meeting is scheduled for Tuesday, September 15, 2015

Denice Bryant

Customer Support Specialist

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Department of Planning (919) 542-1655

MEMORANDUM

TO: Planning Board

FROM: Roger Waldon, Interim Staff, Planning Department

SUBJECT: REZ-2015-03
Thompson Street Townhouses Rezoning and Special Use Permit

DATE: September 15, 2015

The Planning Board is being asked to make a recommendation to the Pittsboro Board of Commissioners regarding a proposal to construct three townhouses on Thompson Street.

There are two parts to the application: First is a request to rezone the subject property from its existing C-2 to R-10 zoning designation. This proposed property is an undeveloped portion of an existing medical office lot. The portion fronting on Thompson Street is requested to be rezoned. Second is a request for approval of a Special Use Permit to authorize construction of three townhouses on the rezoned lot.

Information regarding the proposed development is attached.

This request was considered at a Public Hearing on August 24, 2015. There were no public comments at the hearing.

The Planning Board is required to provide, for zoning items, a statement of consistency regarding whether or not the proposed action is consistent with Pittsboro's Land Use Plan. A draft statement is attached for the Board's consideration.

Staff Recommendation: We believe that the proposed rezoning and accompanying request for a Special Use Permit are consistent with Pittsboro's Land Use Plan, and meet Pittsboro's Zoning Ordinance requirements. We recommend that the Planning Board adopt the attached statement regarding consistency, and adopt the attached resolution recommending approval of the Rezoning and Special Use Permit applications.

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WRITTEN RECOMMENDATION OF THE TOWN OF PITTSBORO PLANNING BOARD
TO
THE TOWN OF PITTSBORO BOARD OF COMMISSIONERS
AS TO PITTSBORO ZONING CASE #REZ-2015-03 / Thompson Street Townhouses Rezoning

Having reviewed the most recently amended zoning application in Town of Pittsboro Case #REZ-2015-03, pursuant to Section 160A-383 of the North Carolina General Statutes the Town of Pittsboro Planning Board, at its regularly scheduled meeting on September 15, 2015:

A. Adopted one of the following motions, effective March 2, 2015:

(A) _____ Motion to advise that based upon the application to rezone the property described in Application REZ-2015-02 and incorporated herein by reference, and upon the recommendations and detailed information developed by staff the proposed amendment, as submitted is consistent with the comprehensive plan of the Town of Pittsboro, including the Land Use Plan and other applicable adopted plans, policies and documents.

(B) _____ Motion to advise that based upon the application to rezone the property described in Application REZ-2015-02 and incorporated herein by reference, and upon the recommendations and detailed information developed by staff the proposed amendment, as submitted is inconsistent with the comprehensive plan of the Town of Pittsboro, including the Land Use Plan and other applicable adopted plans, policies and documents.

Be it further moved to recommend to adopt the staff report which addresses plan consistency and other matters.

Such vote shall be included in the official minutes as the written recommendation of the Commission. This motion was adopted by a vote of __ (for) to __ (against);

The Planning Board, pursuant to Section 160A-383 of the North Carolina General Statutes, hereby forwards this Written Recommendation to the Board of Commissioners.

Town of Pittsboro Planning Board

By: _____
Raeford Bland
Chairman

A RESOLUTION RECOMMENDING AN AMENDMENT OF THE ZONING ORDINANCE OF THE TOWN OF PITTSBORO FOR THOMPSON STREET TOWNHOUES

WHEREAS, the Planning Board of the Town of Pittsboro has considered the application to amend the zoning map of the Town of Pittsboro to rezone property as requested to allow for construction of Thompson Street Townhouses and finds that the amendment is consistent with the comprehensive plan of the Town of Pittsboro, including the Land Use Plan and other applicable adopted plans, policies and documents; and

WHEREAS a Public Hearing was held on this proposed rezoning on August 24, 2015; and

WHEREAS, the Town Planning Board recommends the following findings and conclusions:

1. Based upon the application to rezone the property described in Application REZ-20I5-03, the proposed rezoning is consistent with the comprehensive plan of the Town of Pittsboro, including the Land Use Plan and other applicable adopted plans, policies and documents.

2. The proposed rezoning is reasonable considering the size and location of the tract and the potential benefits to the economic, cultural and urban development of the surrounding community while providing quality design features and sensitivity to environmental issues.

3. The proposed amendment advances the public health, safety or welfare of the Town.

NOW, THEREFORE, BE IT RESOLVED BY THE PLANNING BOARD OF THE TOWN OF PITTSBORO to recommend to the Board of Commissioners of the Town of Pittsboro as follows:

1. That the property described in Application REZ-2015-03 and incorporated herein by reference, be rezoned from C-2 to R-10.

A RESOLUTION RECOMMENDING APPROVAL OF A SPECIAL USE PERMIT FOR THOMPSON STREET TOWNHOUSES

WHEREAS, the Planning Board of the Town of Pittsboro has considered the application for a Special Use Permit to allow for construction of Thompson Street Townhouses and finds that the proposed development is consistent with the comprehensive plan of the Town of Pittsboro, including the Land Use Plan and other applicable adopted plans, policies and documents; and

WHEREAS a Public Hearing was held on this proposed Special Use Permit on August 24, 2015; and

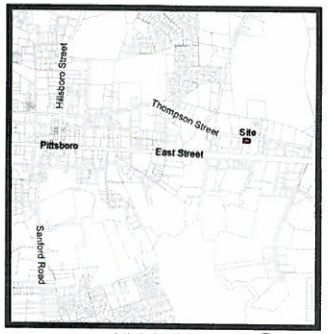
WHEREAS, the Town Planning Board recommends the following findings and conclusions:

1. The proposed Special Use Permit is reasonable considering the size and location of the tract and the potential benefits to the economic, cultural and urban development of the surrounding community while providing quality design features and sensitivity to environmental issues.

2. The proposed amendment advances the public health, safety or welfare of the Town.

NOW, THEREFORE, BE IT RESOLVED BY THE PLANNING BOARD OF THE TOWN OF PITTSBORO to recommend to the Board of Commissioners of the Town of Pittsboro as follows:

1. That the requested Special Use Permit for Thompson Street Townhouses be approved.



Vicinity Map
Not To Scale

NORTH

THOMPSON STREET TOWNHOME PROJECT LOCATION MAP

CHATHAM COUNTY, NC
MAY 7, 2015

TOTAL MEDICAL OFFICE LOT AREA = ± 1.22 AC.
REMAINDER MEDICAL OFFICE LOT AREA = ± 0.86 AC.

TOTAL RESIDENTIAL LOT AREA = ± 1.74 AC.
REMAINDER RESIDENTIAL LOT AREA = ± 1.73 AC.

PROPOSED TOWNHOME PROJECT AREA = ± 0.36 AC.

1. *K DIAMOND USA, LLC*
2. *K DIAMOND USA, LLC*
3. *LARRY MANNING*
4. *CHATHAM PARK INVESTORS, LLC*
5. *DONNA AND BRUCE CALHOON*
6. *LLOYD COOPER TRUSTEES*

5/7/15

NORTH

1" = 50'

CE GROUP
301 GLENWOOD AVE. SUITE 220
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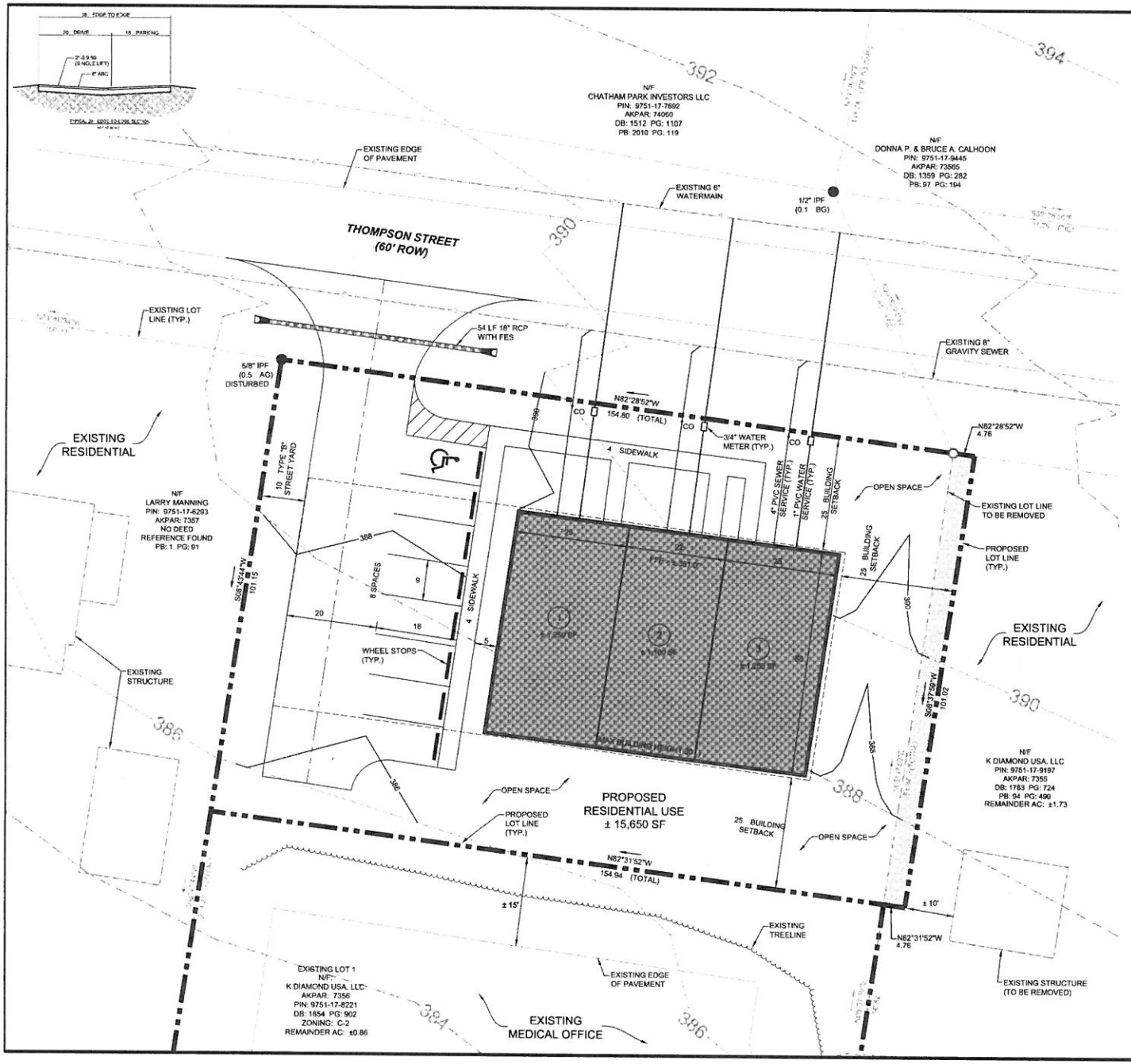
PHONE: 919-367-8790
www.cegroupinc.com



Vicinity Map
Not To Scale
NORTH

THOMPSON STREET TOWNHOME PROJECT SITE PLAN

CHATHAM COUNTY, NC

MAY 7, 2015

PROPOSED ZONING	= R-10 (SPECIAL USE TOWNHOMES)
IMPERVIOUS AREA	= ± 0.20 AC
IMPERVIOUS %	= 55.5%
PROPOSED PROJECT AREA	= ± 0.36 AC.
MINIMUM BUILDING SETBACKS	= FRONT: 25' ; SIDE: 25' ; REAR: 25' ; 10' TYPE "B" STREET YARD
PARKING REQUIRED: 3 TOWNHOMES AT 1.5 SPACES PER UNIT	= 5 SPACES REQUIRED
PARKING PROVIDED	=8 SPACES PROVIDED

5/7/15

LOT #1	= 1,250 SF
LOT #2	= 1,100 SF
LOT #3	= 1,250 SF
OPEN SPACE	= 12,050 SF

NORTH

1" = 10'

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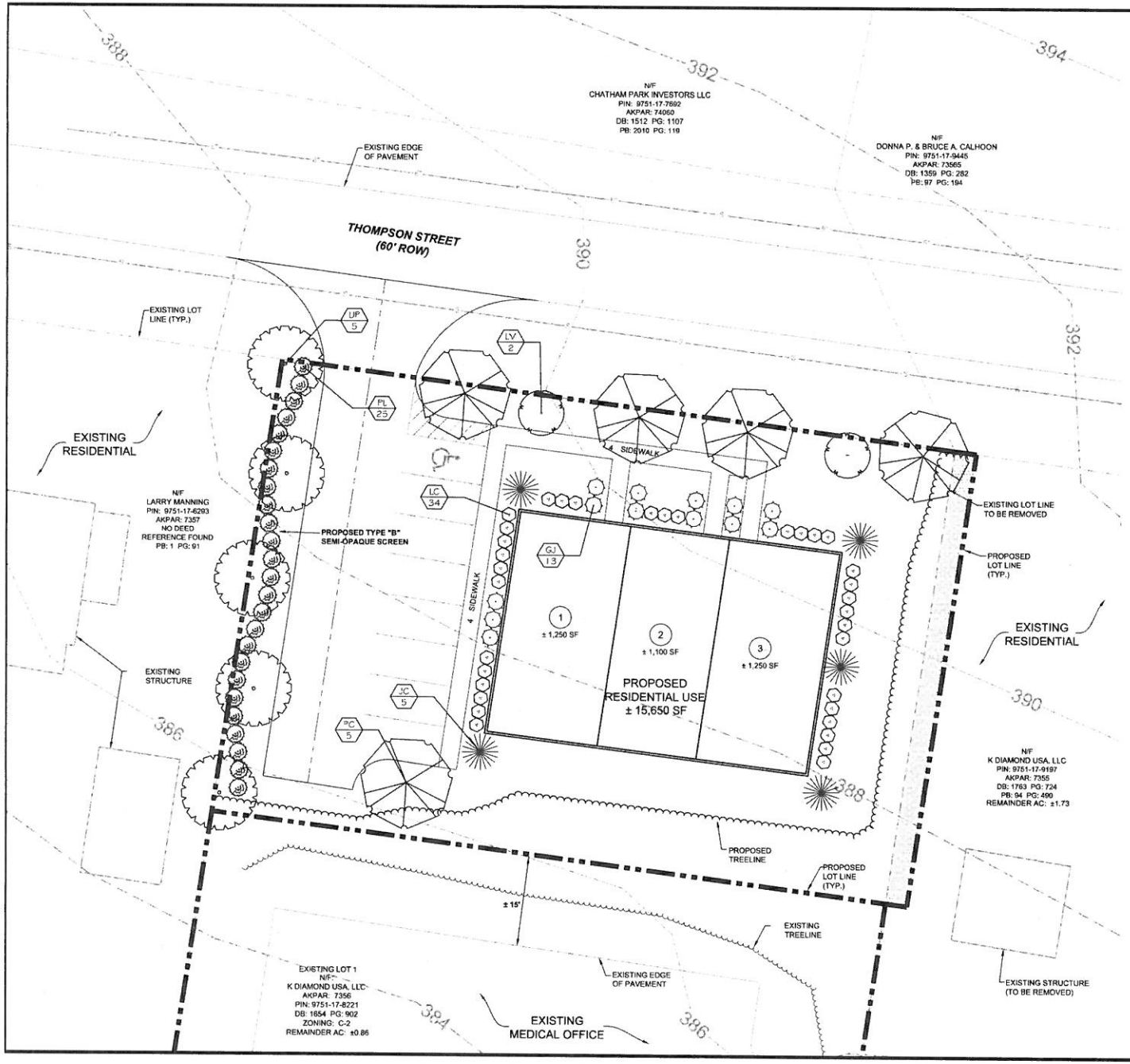

Vicinity Map
Not To Scale

NORTH

THOMPSON STREET TOWNHOME PROJECT LANDSCAPE PLAN

CHATHAM COUNTY, NC

MAY 7, 2015

PLANT LIST

KEY	QUAN.	BOTANICAL NAME	COMMON NAME	CALIPER	HT.	ROOT	REMARKS
TREES							
PC	5	[illegible]	[illegible]	2.5" MIN.	10' - 12'	B & B	[illegible]
LV	5	[illegible]	[illegible]	2.5" MIN.	10' - 12'	B & B	[illegible]
LV	2	[illegible]	[illegible]	-	8' - 10'	B & B	[illegible]
SHRUBS							
GJ	13	[illegible]	[illegible]	-	18" - 24"	CONT.	[illegible]
JC	5	[illegible]	[illegible]	-	36" - 48"	CONT.	[illegible]
LC	34	[illegible]	[illegible]	-	18" - 24"	CONT.	[illegible]
PL	25	[illegible]	[illegible]	-	30" - 36"	CONT.	[illegible]
LAWN							
LAWN	-	[illegible]	[illegible]	-			Seed

SEAL 18894

NORTH

1" = 10'

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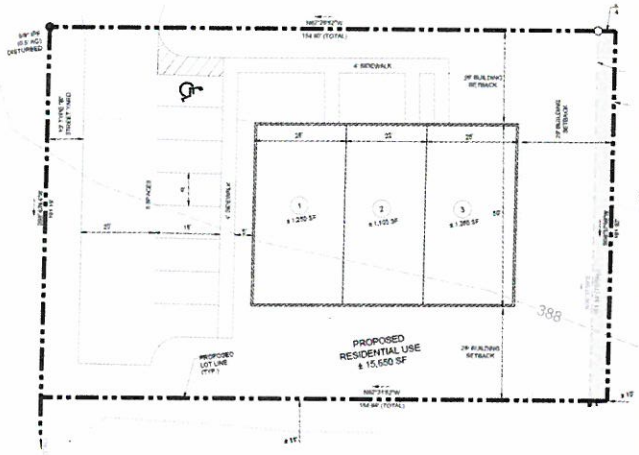
PROPOSED THOMPSON STREET TOWNHOME PROJECT



Using Powell Place "Chatham" Townhomes as example of design, size (1,200 - 1,300sf) and materials.