



**MINUTES
TOWN OF PITTSBORO
PLANNING BOARD REGULAR MEETING
Monday March 6, 2023
6:00 PM**

Board Members Present (Virtual): Chairman Eric Braun, Member Alfreda Alston, Member William Baker, and Alternate Member Ray Carney, Alternate Member Charity Mize.

Staff Present (Virtual): Planning Project Manager Molly Boyle, Planner II Janie Phelps, Planner I Steve Schlauch; Admin Asst. Ginger Bauerband.

Absent: Vice Chair Karl Shaffer.

Additional Attendees (Virtual): Gareth Avant; Jake Petrosky, Meg Nealon-Nealon Consulting, Paul Messick, Pittsboro Town Attorney.

A. Call to Order – Chairman Eric Braun

Chairman Eric Braun called the meeting to order at 6:00 pm.

B. Certification of Quorum prior to meeting call to order.

Chairman Eric Braun certifies the presence of a quorum.

C. Adoption of the Agenda

Eric Braun makes a motion to amend the agenda, because the board needs to revisit a vote made last month. Member Alfreda Alston seconds the motion to amend the agenda. 3 items need to be re-voted on per being unable to hear Alfreda's verbal affirmations last month.

Interim Planning Director Janie Phelps summarizes the need for these votes to be revisited:

1. Corbett Landing preliminary plat modification for approving the modification.
2. Northwood Phase 3: approving major subdivision plat: 29+ acres into 10 lots.
3. Grantham Conditional Rezoning parcel 74820 from RA2 to Multi-Family residential and consistency statement.

Chair Braun asks if the board can re-vote all items with one vote? Planner Phelps recommends re-voting on each item. Town Attorney Paul Messick also recommends re-voting each item individually.

MOTION: Ray Carney makes a motion to approve the Corbett Landing preliminary plat modification. Alfreda Alston seconds. Motion passes unanimously.

MOTION: Alfreda Alston makes a motion to approve the Northwood Phase 3 major subdivision preliminary plat. Ray Carney seconds the motion. Motion passes unanimously.

MOTION: Grantham Conditional Rezoning parcel 74820 from RA2 to Multi-Family residential and consistency statement. Alfreda Alston makes the motion to approve. Ray Carney seconds. Motion passes unanimously.

D. Approval of Minutes

1. Minutes for January 10, 2023
2. Minutes for February 06, 2023 modified, as distributed in agenda packets.

Member Alfreda Alston moves to approve both sets of meeting minutes; Member Ray Carney seconds. Motion passes unanimously.

E. New Business

1. PB-2022-101: Preliminary Plan for Chatham Park Section 7.1 Residential Subdivision (Phase 2)

Planning Staff: Molly Boyle

The applicant, Chatham Park Investors LLC, is proposing to subdivide 33.71 acres into 70 single-family residential lots with 6.80 acres of open space.

Planner Molly Boyle presents staff analysis: Overview presented. Vicinity Map presented. Analysis of Water and Sewer, Park land and Open Space. Access and Parking. Consistency with Long-Range plans. Staff find plans are consistent with Pittsboro Long-Range plans.

Planner Boyle opens the floor for questions.

MOTION: Hearing none, Chair Braun asks for a motion to approve or deny the subdivision. Alfreda Alston makes a motion to approve. Charity Mize seconds. Motion passes unanimously.

2. Pittsboro Land Use Plan Update

Planning Staff: Janie Phelps

This is the first official draft of the Pittsboro Land Use Plan Update for Planning Board Review. The current vision of the Land Use Plan was adopted in October 2012. The updated plan now includes Chatham Park, the largest development in the Town. The plan also includes the following elements: Land Use and Housing; Infrastructure; Downtown; and Natural Resources and Conservation.

Interim Planning Director introduces Jake Petrosky, Consultant with Stewart Inc., to present the Land Use Plan updates.

Petrosky introduces the consulting team of Stewart Consulting and Nealon Consulting, and LUP Steering Committee.

Guided presentation through presentation slides follows.

Petrosky presents:
Detailed schedule for the LUP.
This is a long range 10-20 year plan focusing on land use.
Itemized plan goals.
Plan Elements.
Land Use and Housing.
Draft recommendations.
Residential Development Preference.
Downtown
Infrastructure
Conservation Elements-Riparian Buffers, Habitat
NRCON Target Areas (Natural Resources Conservation)

Chair Braun opens the floor for questions.

Charity Mize asks about the greenways, are the developers determining where the greenways are located based on their design, or is the Town determining where the Town wants greenways and the developers designing their plans around where the Town wants the greenways placed?

Jake Petrosky responds: The Town Parks and Recreation plan and the Town Pedestrian plans are comprehensive that show proposed greenways. Typically these types of (Town) plans show a big picture plan, where the Town foresees greenways or connection to greenways. The new development needs to show a connection to those Town plan connections, or an easement for future connections. Both the Town and the developer has a role to play that could include infrastructure (bridges sidewalks) and shorter connections to shorter greenway paths.

Charity Mize responds: Which comes first? If a greenway hasn't yet been created by the Town, would the developer need to provide a connection to the greenway if it hasn't been constructed?

Chair Braun comments: Tonight's discussion is to consider whether or not this draft of the LUP update goes on to the Town Board for approval. Once that is done, this (LUP) is the touch stone by which the Town will hold developer's feet to the fire. This is the foundation going forward to base those kinds of consistencies in planning decisions.

Jake Petrosky comments: This plan is recommending prioritizing those greenways. It will take all involved, developers and Town. The developers will be required to include whatever the Town code requires (pertaining to greenways). If the greenway spine is already built by the Town, then the developer would connect to it. Potentially, the developer building parts of the spine network would be ideal, an ideal condition of development.

Chair Braun comments: Developers will be looking at this LUP before bringing their proposals to the Town. Developers will be able to see what the Town's values are based on this framework.

Chair Braun asks for any other questions regarding the updated plan? Hearing none, Chair Braun asks for a motion to approve or reject the land use plan.

MOTION: Charity Mize makes a motion to approve LUP updated.

Discussion continues, Ray Carney had been muted, said he was going to second, but asks about why sidewalks were included in this presentation?

Chair Braun comments: This is a general plan that demonstrates the objectives concerning sidewalks, bicycle paths, walking trails,...

Bill Baker is trying to respond but is muted. Chair Braun confirms we still have a quorum if Bill Baker's response cannot be heard.

MOTION CONTINUED: Bill Baker seconds Charity's motion. Motion passes unanimously.

3. Planning Department Updates:

Janie Phelps presents:

Interim Planning Director thanks Jake and the entire team on the LUP update.

Phelps continues discussion concerning resuming in-person meetings: Noting Town offices have been relocated to Main St. Station. The purpose for considering returning to in person meetings, citing multiple technical issues in virtual meetings, Governor's lifting of State of Emergency concerning virtual meetings. There is room in the board room for everyone. Going back to in-person meetings could change the time of meetings. 6:30 would be preferable to 7pm.

Chair Braun clarifies: All changes still need to be approved by the Town Board. Phelps concurs, the Town Board would have to adopt the meeting calendar for the remainder of the year.

Chair Braun asks for comments from the Planning Board regarding in person meeting.

Charity Mize asks if the PB needs to discuss new meeting time? Phelps replies, yes. Can be anytime the PB chooses, daytime, evening. Mize can do 6:30pm or daytime.

Ray Carney is flexible. Bill Baker is available anytime.

Interim Planning Director clarifies, 6:30 pm is the consensus. Phelps recommends a vote on the calendar.

MOTION: Chair Braun calls for a vote: CHARITY MIZE makes a motion to approve meeting in person at 6:30.

Discussion continues: Ray Carney asks if they need to hear from the other members Alfreda and Karl who are not present? Phelps clarifies there is a quorum and a vote can be held.

MOTION CONTINUES: Ray Carney seconds. Motion passes unanimously.

MOTION: Chair Braun makes a motion to adjourn. Bill Baker seconds the motion. Motion passes unanimously.

ADJOURNMENT: Meeting adjourns at 7:05pm.

Eric Braun, Planning Board Chair

Ginger Bauerband, Planning Board Clerk