



**TOWN OF PITTSBORO  
PLANNING BOARD MEETING MINUTES  
Monday, March 7, 2016, 7:00 PM**

**ATTENDANCE**

**Members Present:** Raeford Bland, Oakley Bennett, Brian Taylor, Carolyn Efland, Shannon Plummer, Bob McConnaughey

**Staff Present:** Jeff Jones, Planning Director, Denice Bryant, Customer Support Specialist, Paul Messick, Town Attorney

**A. CALL TO ORDER**

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

**B. APPROVAL OF MINUTES**

The minutes were approved.

➤ **Mr. Taylor moved to approve the minutes.**

➤ **Seconded by Mr. Oakley.**

**Vote: Aye 6    Nay 0**

**C. OLD BUSINESS**

NONE

**D. NEW BUSINESS**

**Pittsboro Outdoor Equipment – Site Plan Review – SP-2016-01**

**Mr. Jones** presented this proposal to the Board for review and recommendation. The plans have been reviewed in accordance with the Town's applicable development ordinances by the appropriate departments. The proposal is to construct a one story commercial building totaling 6,000 square feet. The developer is Jeremiah Development, LLC, located at 184 Moncure-Pittsboro Road. The current zoning is M-2 Heavy Industrial on 5.937 acres. The existing use is Non-Conforming Residential and proposed use will be Retail Sales and Small item repair shop. Water is within the immediate vicinity and are available to the property. The building will be served by a septic system, permitted through the County. There will be gravel parking spaces which is in compliance.

**Mr. Jason Jeremiah** spoke on behalf of his business. He stated that they would be repairing equipment and selling equipment (zero-turn mowers, weed eaters, chainsaws, golf carts, etc.). There will be fencing in the rear of the building for all equipment being worked on and the new equipment being sold will be in the office building to keep clean and presentable for a display of all new equipment.

**Mr. Jones** stated there will be no retaining pond, but will put up a silk fence. The square footage for Chatham County is 20,000 square feet, Town of Pittsboro is ½ acre which makes this business exempt since it is under the limit set by County and Town.

**Mrs. Elfland** asked if there was an issue with water.

**Mr. Jones** stated there were 2 separate water meters.

**Mr. Plummer** inquired whether there would be a large amount of trucks entering the property.

**Mr. Jeremiah** stated there would be FEDEX trucks on a regular basis bringing in parts and approximately twice monthly there would be large trucks making deliveries.

**Mr. Bland** asked how many employees are there for the business.

**Mr. Jeremiah** stated that he had 4 full-time and 3 part time employees.

**Mr. Jones** stated that the staff recommends approval of the proposed request, subject to issuance of an additional local and state permits.

- **Mr. Oakley moved to approve.**
- **Seconded by Mr. McConnaughey**

**Vote: Aye 6    Nay 0**

#### **Starlight Mead – Site Plan Review – SP-2016-02**

**Mr. Jones** presented this proposal to the Board for review and recommendation. The plans have been reviewed in accordance with the Town's applicable development ordinances by the appropriate departments. The proposal is to construct two, one story commercial buildings. The production facility will be 2,816 square feet and the tasting facility will be 3,511 square feet. It will be located on Lorax Lane. The current zoning is M-2 Heavy Industrial. The .668 acres is currently vacant. Once completed will be a Meadery & Tasting Facility.

**Mr. Oakley** asked about the parking.

**Mr. Matthew Ford** stated there would be adjacent parking and 200 square feet of parking in front.

**Mr. Plummer** asked about large trucks entering.

**Mr. Ford** answered there would be 5 trucks.

**Mr. Oakley** asked what is happening to M2 Zoning.

**Mr. Jones** stated M2 would become HI, Heavy Industrial (just changing the M2 to HI).

**Mr. Bland** asked about the number of clientele and what is the difference in the wine.

**Mr. Ben Starr** stated that on average approximately 50 people on a daily basis visit the facility. Regarding the wine, the wine is made from honey instead of grapes.

**Mr. Oakley** asked about signage.

**Mr. Starr** will be working within the guidelines of signs.

**Mr. Bland** asked about the number of staff for this business.

**Mr. Starr** said as of now there are 5 employees.

**Mr. Jones** stated that the staff recommends approval of the proposed request, subject to issuance of an additional local and state permits.

➤ **Mr. Taylor moved to approve.**

➤ **Seconded by Mr. Plummer**

**Vote: Aye 6    Nay 0**

#### **D. Board Member Concerns**

**Mr. Jones** stated that there are 2 seats up on the Planning Board to be filled. There will be a 4/2 split (4 Town members, 2 ETJ members). Further training will resume once the new members are on board.

**Mr. Taylor** asked about the UDO.

**Mr. Jones** stated that it would probably be held around the last week of March (29<sup>th</sup>/30<sup>th</sup>).

#### **D. Reports and Announcements**

**None**

**F. ADJOURNMENT**

➤ **Mr. McConnaughey made the motion to adjourn.**

**Vote: Aye 6 Nay 0**

**Planning Board meeting adjourned at 7:45 pm.**

*Next Planning Board Meeting is scheduled for Monday, April 4, 2016.*

*Denise Bryant*

**Customer Support Specialist**