

**TOWN OF PITTSBORO  
PLANNING BOARD MEETING MINUTES  
Monday, June 1, 2015, 7:00 PM**

**ATTENDANCE**

**Members Present:** Raeford Bland, Shannon Plummer, Brian Taylor, Carolyn Elfland, Alfreda Alston, Wayne Herndon (Alternate)

**Members Not Present:** Oakley Bennett, Bob McConnaughey (Alternate)

**Staff Present:** Stuart Bass, Planning Director, Fred Royal, Engineer, Crystal Ours, Administrative Support Specialist

**A. CALL TO ORDER**

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

**B. APPROVAL OF MINUTES**

- **Mr. Plummer made motion to approve the minutes of May 4, 2015**
- **Seconded by Mr. Taylor.**
- **Vote: Aye 6 Nay 0**

**C. OLD BUSINESS**

- **Mr. Bland wanted to discuss the July meeting. He suggested not having a meeting in July, but to instead have a second meeting this month on June 17, 2015. The Board unanimously agreed with the schedule.**
  - **Mr. Taylor moved that the board adopt the schedule.**
  - **Mr. Plummer seconded.**
  - **Vote: Aye 6 Nay 0**

## D. NEW BUSINESS

### ➤ SP-2014-09

#### **Chatham Park Hospice Building**

#### *Action Needed – Discussion, Recommendation to Town Board*

**Mr. Bass** presented the staff report to the Board. This is Site Plan 2014-03, Chatham Park Hospice Facility located off of Suttles Road and is lot 8 of the subdivision plat. Limits of Work is 4.8 acres and the Site Area is 2.0 acres.

Planned utilities to the site have been reviewed under separate cover (SP-2015-01) and are in compliance with applicable town ordinances and policies. This would include the portion of Freedom Parkway, Roundtree Way, and the associated utilities. A schematic rendering of the road layout is included.

**Staff Recommendation:** The applicant is proposing to construct an 11,000 square foot building for use as a hospice facility.

**Mr. Bland** asked if someone had a plan to put on the easel for the board to look at.

**Discussion ensued.**

**Mr. Phillip Culpepper** with **Chatham Park** <presenting site plan on easel> stated that what you had before was the entire subdivision. This is just the hospice center. What came up before was Ricky Spoon wanting us to expand the road. With the subdivision, we have already submitted an annexation request with the Town. We are required to request annexation every time we submit a site plan or a zoning plan. The question arose as to what financial analysis has been done. That is something we do to give the Town some idea of what kind of financial impact the site will have on the Town. Manager Gruesbeck prepared a document that he distributed to the Board at the public hearing that showed a positive of about \$78,000 a year in tax revenue.

**Ms. Bland** stated that he wanted to make it clear that the agreement was that you came forward with a request to annex.

**Mr. Culpepper** answered yes and that they truly want to be part of The Town and the community.

**Ms. Elfland** stated that Hospice was UNC, but asked if the medical building was also UNC.

**Mr. Culpepper** said that the medical building is not UNC but they are leasing it.

**Ms. Elfland** asked what the tax revenue is on the 2 acres now. Not much with no water and no sewer. How much of the site is covered by this building?

**Mr. Culpepper** explained that they are selling 2 acres to hospice. The lot that's around it is going to be gifted to them.

**Mr. Bland** said that effectively, they have 5 acres, but the site plan itself only covers 2 of them.

- **Ms. Elfland moved to approve the site plan.**
- **Ms. Alston Seconded**
- **Vote: Aye 6      Nay 0**

- **SP-2015-03**  
**LDS Church Site Plan**  
*Action Needed – Discussion, Recommendation to Town Board*

**Mr. Bass** presented the staff report to the Board. This site plan is located on Old Rock Spring Cemetery Road on approximately 5 acres of an undeveloped site. The existing zoning is R-12 (Medium Density Residential), however, a church is a permitted use by right in the zoning district. Utilities are within the immediate vicinity and are available to the property.

The applicant is proposing to construct a 12,135 square foot building for use as a church. This proposal is being presented to the Board as a site plan for review and recommendation. The plans have been reviewed in accordance with the Town's applicable development ordinances by the appropriate department. The project was allocated wastewater capacity (1,250 gpd) by the Town Board of Commissioners on May 12, 2014. The recommendation is for approval, subject to issuance of a Stormwater Permit and authorization by the Town Engineer.

**Discussion ensued.**

**Mr. Phil Koch** with **EarthCentric Engineering** presented the site plan. He said this plan shows the ultimate future build out of the project. He went on to describe the layout of the property and said that the Church of Latter-Day Saints usually completes the entire project in about ten years.

**Ms. Elfland** asked if the stormwater pond is for the current part of the plan.

**Mr. Koch** said that it is a sand filter.

**Mr. Bland** said that will take care of the stormwater for the area that is to be built first, then as more is added, there would be another site plan and stormwater.

**Mr. Koch** said that is correct. Part of the reason for that is that stormwater regulations have been changing rather rapidly over the last few years.

**Mr. Royal** confirmed that sand filters are fine.

**Mr. Bland** asked if there were any issues with funding the project through the banks.

**Mr. Koch** replied no, the Church has fully funded this project for next year.

- **Ms. Alston made motion to approve.**
- **Seconded by Mr. Plummer.**
- **Vote: Aye 6      Nay 0**

#### **D. BOARD MEMBER CONCERNS**

**Mr. Bland** was concerned if Clarion, or whoever is going to take Mr. Bass's place, knows that these things need to be on the next meeting's agenda.

**Mr. Bass** said that he will be having a conversation with them. There are three things in the hopper: this subdivision, the Davie Street pocket neighborhood and the final building over there at Chatham Park- the second medical office building.

## **E. REPORTS AND ANNOUNCEMENTS**

**Mr. Bass** stated that this is his last meeting.

**Mr. Bland** stated that we have an announcement/report. Ms. Elfland is going to read it.

- **Ms. Elfland made motion to approve the following resolution: Whereas, Stuart Bass has been a devoted and professional Planning Director for the Town of Pittsboro for five years and whereas he has provided an invaluable service to the Planning Board in explaining complex ordinances, rules and regulations, always being ready to answer any questions and to assist in any way, and consistently, with a cheerful demeanor. The Pittsboro Planning Board expresses its appreciation and gratitude to Stuart for his service and wishes him the best in his future endeavors.**
- **Ms. Alston seconded.**
- **Vote: Aye 6 Nay 0**

## **F. ADJOURNMENT**

- **Chairman Bland asked for motion to adjourn.**
- **Mr. Taylor made motion to adjourn.**
- **Motion carried unanimously.**

**Planning Board meeting adjourned at 7:39 pm**

*Next Planning Board Meeting is scheduled for Wednesday, June 17, 2015*

*Crystal Ours*

**Administrative Support Specialist**