

**VILLAGE OF WESLEY CHAPEL
PLANNING BOARD MEETING MINUTES
June 23, 2014, 7:00 PM**

MINUTES

The Planning Board of the Village of Wesley Chapel, North Carolina, met at Town Hall, 6490 Weddington Road, Wesley Chapel, NC 28104.

Present: Chairman Stephen Keeney, Vice Chairman Chuck Adams, Member Jeff Davis, Alternates David Boyce and Sandy Ells (sitting as regular members)

Absent: Member John Grexa; Alternate John Bowen

Village Staff present: Cheryl Bennett, Village Clerk; Bill Duston, Planning/Zoning Administrator

Others Present: Mayor Brad Horvath, Carol Mullis

1. Pledge and Invocation

The meeting was called to order; a quorum was present. Stephen Keeney led the pledge of allegiance and Chuck Adams gave the invocation.

2. Public Comment - none

3. Additions, Deletions and Approval of Agenda

Chuck Adams motioned to approve the agenda. David Boyce seconded the motion. The motion passed unanimously.

4. Approval of Minutes

The words "by Council" were added to show that Council had approved the subdivision modifications on Brookmeade in item 5, page 19 of the minutes. Chuck Adams motioned to approve the May 19, 2014 with that addition. Sandy Ells seconded the motion. The motion passed unanimously.

5. Conditional Use Permit, Arborbrook Christian Academy

The Public Information Meeting was opened. Bill Duston noted a CUP was approved five years ago for this mobile classroom, and has now expired. Mayor Horvath left the room. Michelle Beamer and Joy Fisk were present representing Arborbrook Christian Academy who rents space from the Church. The 2060 square foot modular building was purchased in 2009; it houses four high school classrooms and one office. It is not hooked to water or gas, only to electric. There are no changes; they just want to continue to use the building. There is a deck on the back built by an Eagle Scout. Mr. Espinosa who owns property across the street said he had no objections. Staff recommended approval. The Public Information Meeting was closed.

Vice Chairman Chuck Adams motioned to approve continuance of the CUP with no time expiration, but a minimum of five years. Mr. Duston noted they could replace it with a

similar or smaller building, but a significant change would cause it to come back for a new CUP. David Boyce seconded the motion.

The motion passed unanimously.

Mayor Horvath returned to the room.

6. Zoning Ordinance Text Amendment: Bulletin Boards

Bill Duston reported that a permit was requested for a park bulletin board, and there were no provisions for bulletin boards in our ordinance. He surveyed four local communities, most don't require a permit. Mayor Horvath reported it will be put near the parking lot, it can be double sided, and the Parks and Rec Committee will maintain it. Bill Duston said they only measure one side of the board for the size requirement. Mayor Horvath noted there are similar signs at Village Commons, and in developments. Vice Chairman Chuck Adams motioned to approve the proposed text, incorporated herein, with a statement of consistency that the bulletin board is needed by the Village to improve communication. Sandra Ells seconded the motion.

The motion passed unanimously.

Amend Section 2.2, "Definitions" to add:

Bulletin Board

A sign on the premises of a church, school, auditorium, library, museum, park, community recreation center or similar noncommercial places of public assembly, which is used to announce meetings or programs or give general user/attendee information.

Amend Section 8.3, "Signs Permitted Without Permit" to add the following verbiage as Subsection M:

Bulletin boards which contain community or civic information of a non-commercial nature shall be allowed. The bulletin board may have a maximum area of twenty-five (25) square feet. It shall be located off of a public right-of-way and shall be at least ten (10) feet from any adjoining property line.

7. Subdivision Ordinance Text Amendments

Bill Duston reviewed with John Underwood of DOT proposed text amendments that would be in keeping with the directive of NCDOT regarding road construction standards. There are two choices: if publicly maintained the developer must use DOT standards; and if privately maintained they can use Wesley Chapel standards, specifically a twenty-six (26) foot width and the larger cul-de-sac radius. Another item is to not require a ten foot utility easement on every side and rear yard (due to the tree save ordinance). We meet ADA requirements for sidewalk with the four foot width and we accommodate turning radius at driveways, however the text amendment increases the width to five feet. The third item is the sub-base; Candella asked for a lighter sub-base; John Underwood recommended sturdier bases, so Mr. Duston added proposed text at Section 405.6 to require the recommended ten inch ABC (aggregate base course) or five inch base with two lifts at 1.5 inch per lift. Mr. Duston handed out the engineers estimates of increased costs for the extra sidewalk width (\$4 per linear foot), and for the greater sub-base (\$25 per linear foot for an eighteen foot wide road and \$30 per linear foot for a twenty-two foot wide road.) The width of a DOT road is in their manual, it can go down to eighteen feet wide on a short cul-de-sac. Chuck Adams noted per the manual with curb and gutter you need twenty-two feet of asphalt, and without curb and gutter you can go down to

eighteen feet. Mr. Duston noted our standard is curb and gutter. Mr. Adams noted there have been modifications, like for Mel Graham. The language prohibiting modifications to roads was discussed.

DOT requires cul-de-sacs to have seventy (70) feet of pavement and our ordinance requires one hundred twenty feet (120). Chuck Adams noted this is a big difference, and we need to check the turning radii of big vehicles. Bill Duston added that John Bowen volunteered to look at turning radii; he spoke to a truck manufacturer and Fire Department and no one would say what a safe turning radius was.

Mr. Duston said he also looked into parking on one side of the street only; we can do that legally. Planning Board didn't want to do that.

Chair Keeney did not think we should change the substrate standard for DOT streets. For private roads we can increase the substrate, but not modify it to a lower standard. Discussion was held on the options on the base and on modifications of standards. Vice Chair Adams said if we add more costs, he thought the developer would be more likely to go to narrower DOT streets. Bill Duston noted the required substrate base in the DOT manual varies by soil type which ranges from poor to good to excellent. The proposed text at 405.6 comes from DOT. Chair Keeney asked if we can take an increased percentage and transpose it to all soil type bases. In response to a question, Jeff Davis said there is no correlation between road width and thickness required.

For private roads, Bill Duston will ask John Underwood for what we should require in inches or percentage increase over DOT standards.

Planning Board consensus was no modifications should be made to private roads to minimize the standards.

This item is continued to next month.

8. Update to the Planning Board's Rules of Procedure

Bill Duston said he was asked to bring this back to you, he made a slight change in replacing the work "vote" with "sit". Vice Chair Adams asked if a regular member comes late, and the alternate is seated, can he choose to sit in the audience and let the alternate stay seated. Bill Duston said yes, and the regular member's comments would be recognized as would any citizen by the Chair. Mr. Adams asked if they would get paid; Cheryl Bennett said yes, both regular and alternates get paid for the Planning Board meetings.

If there is a conflict of interest, and if the member is not excused and abstains from voting, it becomes an automatic yes vote.

David Boyce asked about when a regular member comes in after public comments have been heard. Bill Duston said public comments are not for comments on specific items; you can recognize a public comment on the item when the item comes up. David Boyce said if comments can be repeated at the time of the item, then he was okay with the text.

David Boyce motioned to accept the changes to the Rules of Procedure. Chuck Adams seconded the motion.

The motion passed unanimously.

9. Wesley Pond Final Plat

Bill Duston said he notified Wesley Pond regarding the needed Union County Public Works letter and HOA covenants; they were not present and he hadn't heard back from them.

Chuck Adams motioned to table this until all documents are in. David Boyce seconded

Minutes 06.23.2014

the motion.

The motion passed unanimously.

Chuck Adams encouraged everyone to attend the park grand opening on July 12, 2014 from 10 am to 2 pm; and if you need free mulch, to contact Mayor Pro Tem Como.

Vice Chair Adams motioned to recommend to Council that they accept Bill Bennett's resignation; Jeff Davis seconded the motion. Chuck Adams said he asked Bill to stay and he does not want to come back, so Council not accepting the resignation just blocks a slot.

The motion passed unanimously.

Bill Duston said Council asked for a draft of conditional zoning text to go to Planning Board in July, and he will present Council with a summary of proposed Land Use Plan changes. Mayor Horvath said Council will have a public information meeting and invite any landowners whose land use is changing.

10. Adjournment

Chuck Adams made a motion to adjourn; Sandra Ells seconded the motion.

The motion passed unanimously.

The meeting adjourned at approximately 8:55 pm.

Respectfully submitted,

Cheryl Bennett, Village Clerk

Stephen Keeney, Chairman