

**MINUTES OF THE WHITSETT PLANNING BOARD**  
**October 3, 2017**  
**Whitsett Town Hall**

The meeting of the Whitsett Planning Board was held at 6:00 p.m. on Tuesday, October 3, 2017 at the Whitsett Town Hall. Those in attendance were Planning Board Chairman Bob Maccia, Board Vice Chairwoman Ella Efird, Board members Joe Wheeler and Craig York, Board alternate Ken Jacobs and Council Member liaison Jerry Rice. Absent was Board member Tyler Harris.

Planning Board Chairman Bob Maccia called the meeting to order, noting that a quorum was present. Even so, Chairman Maccia appointed Board alternate Ken Jacobs to serve as Board member in the absence of Tyler Harris. Council Member liaison Rice offered the invocation.

**OLD BUSINESS**

**1. Adoption of Minutes**

Planning Board Chairman Bob Maccia asked for any changes to the minutes from the Planning Board meeting on Tuesday, September 5, 2017. With none made, Chairman Maccia asked for a motion to adopt the minutes; and Board Vice Chairwoman Ella Efird made a motion to approve the minutes as written. Board member Craig York seconded the motion; and adoption of the September minutes carried by unanimous vote.

**2. Preparation for October 10 Public Hearing**

Chairman Maccia announced the two items scheduled for next week's public hearing, those being (1) variance for 6605 Burlington Road self-storage facility (Board action taken at September's meeting), and (2) proposed modified schedule of processing fees and penalties. Maccia invited Board members to attend the October hearing and Council meeting if feasible.

**3. Any Other Old Business**

Board Chairman Maccia asked for any other old business; and there was none.

## **NEW BUSINESS**

### **1. Rewrite of Ball Field Contract**

Town Administrator Jacobs described the problems encountered with the ball league directors for the proposed March-November 2017 contract term, which resulted in early termination of the contract. An outstanding balance of \$135.61 for electricity usage still remained for reimbursement to the Town, hold harmless release forms were incomplete or omitted altogether, and mowing and field maintenance had become unreliable.

Jacobs stated that the ball field contract needed a total rewrite to tighten demands and conditions of the agreement, which would then be run by the Town attorney. Board Member Craig York suggested that the document incorporate advance payment of projected Duke Energy charges as a retainer to promote stronger commitment to the contract and its terms.

A draft would be worked up by Jacobs, passed by the Planning Board, and given to legal counsel, with the final version presented to and approved by Council members for implementation well before next year's ball season.

### **2. Begin Discussions on Conditional Zoning Restrictions for Prospective Development at East Edge of Town**

Town Administrator Jacobs stated that this agenda item did not need in-depth discussion this evening; but, the thought processes need to begin. The initial step was to seek cooperation from the City of Burlington for services, and Jacobs walked the Board through the granted sewer capacity agreement with Burlington and the route the lines would take. The possibility of a water and sewer arrangement with the Town of Gibsonville was also introduced.

Jacobs proceeded to give an overview of the proposed 24.5 acre empty-nester community, and stated that if the Board so desired, the land developer would be invited to a Planning Board meeting to present the plans and designs of the project. Meanwhile, Board members were encouraged to engage ideas and jot down preferred conditional zoning restrictions for controlling the development and for protecting the Town.

Jacobs mentioned that county planners had been consulted on growth control, who advised that a strong, viable means could possibly be best achieved by the availability of services; that is, designating a specific geographic area where services would be allowed. The mechanics involved in use of this method, however, would need to be further studied and any legal implications that may be encountered better understood.

After lengthy discussion took many directions, a motion was made by Board member Craig York to table the agenda item until the developer could be present at a Planning Board meeting to elaborate on concepts and intentions. Motion seconded by appointed Board member Ken Jacobs; and motion carried by unanimous vote.

**3. Discuss Standards for Light-Industrial (LI) Zoning on Land-Use Plan**

Here again, Jacobs stated that this subject did not need in-depth attention now; but, Board members should start forming opinions for the designated LI stretch of land that borders the interstate. Jacobs said that since LI zoning is new to Town ordinances, definitions, text amendments, and permitted uses would need to be developed and adopted. Board members were encouraged to research other municipalities where LI zoning existed, and Jacobs would be tapping the county planners for input.

**4. Capital Improvements for Town Building and Grounds**

Town Administrator Jacobs explained that two major Town Hall grounds projects were going to be undertaken, those being replacement of the ball field backstop and paving and widening of the building’s driveway. Bids had been submitted and would be presented to Council Members for action.

**5. Any Other New Business**

Board Chairman Maccia asked for any other new business; and there was none.

**ADJOURNMENT**

With no further business before the Board, Chairman Bob Maccia invited a motion to adjourn the meeting. Motion made by Board member Joe Wheeler to adjourn; motion seconded by Board Vice Chairwoman Ella Efird. By unanimous vote, the October 3, 2017 meeting was adjourned at approximately 7:03 p.m.

The next meeting of the Whitsett Planning Board will be held at 6:00 p.m. on Wednesday, November 8, 2017 (instead of Tuesday due to election day) at the Town Hall.

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Jo Hesson, Town Clerk

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Bob Maccia, Planning Board Chairman

**APPROVED:** November 8, 2017