

**MINUTES OF THE WHITSETT PLANNING BOARD**  
**December 5, 2017**  
**Whitsett Town Hall**

The meeting of the Whitsett Planning Board was held at 6:00 p.m. on Tuesday, December 5, 2017 at the Whitsett Town Hall. Those in attendance were Planning Board Chairman Bob Maccia, Board Vice Chairwoman Ella Efird, Board members Craig York and Tyler Harris, Board alternate Ken Jacobs and Council Member liaison Jerry Rice. Absent was Board member Joe Wheeler.

Planning Board Chairman Bob Maccia called the meeting to order, noted that a quorum was present, and asked Council Member liaison Jerry Rice to offer the invocation.

**OLD BUSINESS**

**1. Adoption of Minutes**

Planning Board Chairman Bob Maccia asked for any changes to the minutes from the regular Planning Board meeting on Tuesday, November 8, 2017. With none made, Chairman Maccia asked for a motion to adopt the minutes. Board member Craig York made a motion to approve the minutes as written; Vice Chairwoman Ella Efird seconded the motion. Adoption of the November 8 minutes carried by unanimous vote.

Chairman Maccia then asked for any changes to the minutes from the called November 9 continuation meeting; and hearing none, asked for a motion to adopt. Vice Chairwoman Ella Efird made a motion to accept the minutes as written, and Board member Tyler Harris seconded the motion. Adoption of the November 9 minutes passed by majority vote.

**2. Conditional Zoning Restrictions for Prospective Development**

Town Administrator Ken Jacobs remarked that the principal condition to be addressed at this meeting would be concerning barriers and buffers. Current Town ordinances on buffers, which are very exacting and very strict, regulate only those between residential and commercial properties. Requirements for residential abutting residential or residential abutting AG nonresidential, it is felt, should have an eye towards less stringent conditions. The Board will continue to formulate applicable barrier/buffer stipulations for these situations.

All other conditional zoning aspects would come to light once developer Paul Milam submits the final site plan. These would include architectural standards and other technical characteristics, i.e., sidewalks, landscaping, designated green space, an irrigation system, lighting, and private roadways that conform to state standards. As for density, that would be naturally prescribed by virtue of the proposed 66 units for the community.

### **3. Proposed Uses for Light-Industrial (LI) Zoning**

Since now, Board members have been entertaining possible permitted uses for the new precedent-setting zoning designation of Light Industrial (LI), which currently encompasses a confined strip of land that borders the interstate. County planner Paul Lowe had worked up a sample list of proposed uses for an LI district; and the Board is taking time through the thought processes to create what would be most appropriate and desired for Whitsett in LI zoning.

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

This item was again postponed until a modified draft ball field contract could be rewritten and provided to Board members for reaction.

### **5. Any Other Old Business**

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

## **NEW BUSINESS**

### **1. Variance Application for 6744 Fernway Road**

After reviewing the variance application submitted by Michael Herron, the Planning Board voted to recommend approval to the Town Council so that current 80 feet from center of road front-yard setbacks could be relaxed for Mr. Herron to construct an addition to the existing dwelling.

Subsequent to tonight's approved motion, and after next-day consultation with the Town's county planner, Board members learned that county standards for front-yard setbacks were 65 feet from center of road or 40 feet from the property line, whichever is greater, causing Board members to regroup, reconsider the motion, and revote to bring Town setbacks in line with those of the county.

The Board's recommendation to Council Members would now be that for residential districts (with the exception of Burlington Road), the front-yard setback shall be 65 feet from center of road or 40 feet from the property line, whichever is greater. For commercial and residential districts along Burlington Road, the front-yard setback shall remain at 100 feet from center of road.

This action would negate the need for a variance on Fernway Road.

## **2. Policy for Speakers from the Floor**

Town Administrator/Planning Board alternate Ken Jacobs drafted the above document relative to public comment at Board meetings; and Board members were provided copies for review and comment. The document was generally as a result of occurrences at the November 8 Board meeting where developer Paul Milam was present to introduce and inform the Planning Board on a proposed planned community at the east edge of Town.

The meeting, however, soon became a monopoly of inquiries by citizens present, thereby changing direction from what was intended as an educational session for the Board. (A copy of the proposed policy is part of the official file for this December meeting.)

In brief, the Planning Board, as an appointed committee, is not required to recognize speakers from the floor; however, the public is welcomed to attend. The Planning Board may, at its discretion, elect to hear public comment; but, comments shall be limited to 5 minutes. In addition, citizens desiring to speak must be Town residents and Town property owners.

A motion was made by Board member Craig York to accept this policy and procedure; motion seconded by Board member Tyler Harris. The motion passed unanimously.

## **3. Approve 2018 Planning Board Meeting Calendar**

Each year, the Town's meeting schedule is required to be approved by the Planning Board and then officially adopted by Town Council for submission to the county. A motion was made by Vice Chairwoman Ella Efird for the Planning Board to continue to meet at 6:00 p.m. on the first Tuesday of each month; motion seconded by Craig York. The motion carried by unanimous vote.

## **4. 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 Vice Chairwoman Ella Efird to adjourn; motion seconded by Board member Craig York. By unanimous vote, the December 5, 2017 meeting was adjourned at approximately 6:50 p.m.

The next meeting of the Whitsett Planning Board will be held at 6:00 p.m. on Tuesday, January 2, 2018 at the Town Hall. (The January 2 meeting was later cancelled, making the next Planning Board meeting scheduled for February 6.)

/s/

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Jo Hesson, Town Clerk

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Bob Maccia, Planning Board Chairman

**APPROVED:** February 6, 2018