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EARL B. FITTS
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ALEXANDER GRAVES, JR.
PEMBERTON W. HOBBS
ROBERT SILER
ADAM SMITH

Planning Board Meeting Minutes

February 13, 1995

The Siler City Planning Board met on February 13, 1995 at 7:00 PM in the City Hall courtroom. James L. Cheek, Chairman, called the meeting to order at 7:05 PM and Roger Hinshaw gave the invocation. Mr. Cheek asked for a motion for the approval of the minutes from the meeting held on December 12, 1994. Rick Batts moved to accept the minutes as written and Butch Hudson seconded the motion. The minutes were unanimously approved.

Members Present:

Larry Cheek, Chairman
Butch Hudson, Vice-Chairman
Rick Batts
Louise Adcock
Byron Oldham
Joyce Siler
Cindy Edwards, alternate
Roger Hinshaw, alternate

Members Not Present:

James Edwards

Staff Present:

Joel J. Brower, Town Manager
James H. Graham, Planning Director
Sam Williams, Town Attorney
Charles McLaurin, Building Inspector

Town Board Members Present:

Pem Hobbs

Business Session

Status Report of Previously Reviewed Projects

Mr. Graham gave the following report:

Homewood Acres-Phase VII - Sewer line is under construction.

W 3rd Street Apartments Subdivision - Grading is in process.

Autumn Estates - Finalizing water & sewer utility plans and conducting water pressure flow testing.

Pine Forest South - Phase I received final review and approval at the December 19, 1994 Town Board

Meeting.

Historic District - Recommended organizing a meeting of the sub-committee to begin Historic Preservation efforts.

Annexation Plans - Will be implemented at a future date.

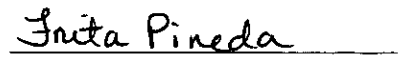
Transportation Improvement Plan - Peter Slipp with the Department of Transportation Statewide Planning had not completed his study, but will present his findings at the March 13, 1995 Planning Board Meeting.

Cindy Edwards stated that the Historic District sub-committee had only meet once since its formation and agreed to organize a meeting in the near future.

Mr. Cheek asked if there were any other business to be discussed. With no response Mr. Cheek called for a motion to adjourn. Byron Oldham moved to adjourn and was seconded by Rick Batts and unanimously carried. Planning Board meeting adjourned at 7:10 PM.


James L. Cheek, Chairman

Attest:


Frita L. Pineda, Recording Secretary

**Planning Board Meeting Minutes
March 13, 1995**

The Siler City Planning Board met on March 13, 1995, at 7:00 p.m. in the Town Hall courtroom. James Larry Cheek called the meeting to order at 7:10 p.m. and gave the invocation. Mr. Cheek asked for a motion for the approval of the minutes from the meeting held on February 13, 1995. Bryon Oldham moved to accept the minutes as written and Butch Hudson seconded the motion. The minutes were unanimously approved.

Members Present

Larry Cheek, Chairman
Butch Hudson, Vice Chairman
Byron Oldham
Joyce Siler
James Edwards
Cindy Edwards, Alternate
Roger Hinshaw, Alternate

Members Absent

Louise Adcock
Rick Batts

Staff Present

Mayor Earl B. Fitts
James H. Graham, Jr., Planning Director
J. Samuel Williams, Town Attorney

BUSINESS SESSION

Item #1: Status Report of Previously Reviewed Projects

Mr. Graham gave the following report:

Homewood Acres - Phase VII

- New plat being drawn up for recordation
- The sewer line construction is still in progress
- In the process of changing street names
- Also, one parcel line is being drawn to make one lot larger

West Third Street Apartments Subdivision

- Grading is complete
- The contractors are looking at pouring the foundation to begin construction

Pine Forest South

- There has been no activity since the review by Town Board on December 19, 1994

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Historic District

- Will tentatively meet on March 23, 1995. Suggested that other citizens may join and that they should begin creating a Historic District Ordinance to present to the Town Board.

Annexation Plans

- No activity

Transportation Improvement Plan

- Mr. Peter Slipp from the NCDOT presented preliminary findings of our Land Use Survey

Item #2:

a) Rezoning - Townsends, Inc.

Mr. Graham gave an overview of the rezoning request application and supporting information after which Larry Cheek called for discussion from the Board. Byron Oldham questioned the parking situation regarding the new building and whether or not it would create a traffic problem across East Third Street. Mr. Graham explained that parking would be provided at the site of the new office building. Larry Cheek asked if all 11.262 acres would be utilized. Bill Smith, representing Townsend, Inc., responded that all 11.262 acres needed to be rezoned.

Sam Williams questioned whether once the property was rezoned would they plan to do other things with the property - other than what is being proposed at present. Mr. Smith responded that at this time no other plans had been made.

Cindy Edwards asked if the new building would be in the middle of the property. Mr. Smith stated that it would be as close to the middle as possible.

With no further discussion, Larry Cheek called for a vote to present the rezoning request to the Town Board. Butch Hudson motioned to approve and Byron Oldham seconded. Majority ruled in favor.

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b) Conditional Use Permit

Hank Graham gave an overview and supporting information of the Conditional Use Permit request by the Chatham County School Board. Larry Cheek opened the floor for discussion from the Board.

Sam Williams suggested that perhaps the Chatham County School Board needed to vote on and approve the conditions recommended by the Planning Director. Therefore, the CUP be approved based on the acceptance by the Chatham County School Board.

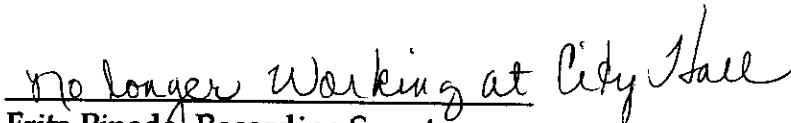
Byron Oldham moved to present to the Town Board with a second from Cindy Edwards. Majority ruled to present to the Town Board on March 20, 1995.

With no other business Byron Oldham motioned to adjourn the meeting with a second from James Edwards. Majority ruled. Meeting adjourned at 7:55p.m.

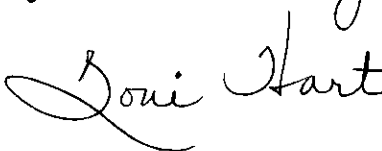


James Larry Cheek, Chairman

ATTEST:



Frite Pineda, Recording Secretary

Attest to signature:


April 10, 1995 Planning Board Meeting Minutes

The Siler City Planning Board met on April 10, 1995, at 7:00 p.m. in the Siler City Recreation Center. James Larry Cheek called the meeting to order at 7:05 p.m. and gave the invocation. Mr. Cheek asked for a motion for the approval of the minutes from the meeting held on March 13, 1995. Butch Hudson moved to accept the minutes as written and Byron Oldham seconded the motion. The minutes were unanimously approved.

Members Present

Larry Cheek, Chairman
Butch Hudson, Vice Chairman
Byron Oldham
Louise Adcock
Joyce Siler
James Edwards
Rick Batts
Cindy Edwards, Alternate
Roger Hinshaw, Alternate

Members Absent

None

Staff Present

James H. Graham, Jr., Planning Director
J. Samuel Williams, Town Attorney
Fem Hobbs, Town Commissioner
Joel Brower, Town Manager

BUSINESS SESSION

Item #1: Status Report of Previously Reviewed Projects

Mr. Graham gave the following report:

Homewood Acres - Phase VII

- New plat being drawn up for recordation
- Also, one parcel line is being drawn to make one lot larger

West Third Street Apartments Subdivision

- Grading is complete
- No further action at this time

Pine Forest South

- There has been no activity since the review by Town Board on December 19, 1994

Autumn Estates

- Plat drawn

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Historic District Committee

- Met on March 23, 1995, at 7:00 p.m.
- Tasks outlined and hopes are to have draft Ordinance by fall.
- Committee will meet on a monthly basis and solicit all public participation.
- Ordinance will be brought before Planning Board for approval.

Annexation Plans

- Two minor petitions - property currently receives water and sewer services

Transportation Improvement Plan

- Mr. Graham is currently counting building permits from 1990-1993, seeking an accurate count for NCDOT study for the year 2020
- Peter Slipp from the NCDOT will present findings of our 1993 Base Year Transportation study at the May Planning Board meeting
- Mr. Cheek asked if Mr. Slipp could present the study and findings in more detail at the May meeting

Workshops

- Mr. Graham attended a Zoning Administration workshop in Charlotte for staff on March 27, 28, & 29.

Item #2:

a) Conditional Use Permit Application #CUP-002-95 - Cedar Creek Subdivision

Mr. Graham stated on February 28, 1995, staff received a Conditional Use Permit (CUP) application to subdivide a 48.7 acre parcel of land into 56 lots. Surrounding zoning and land uses to the site include Manufacturing (vacant) to the north, Mobile Home Park (Country Living Mobile Home Village) to the southeast, Agricultural-Residential to the southwest, and Agricultural-Residential to the west. The applicant, Mr. R.B. Whittington, requests the permit to construct a major subdivision in two phases. Phase I consists of 26 lots and an out parcel and Phase II contains the remaining 30 lots.

The property is zoned Residential-20 which allows single family residential land use with a minimum lot size of 20,000 square feet. The applicant wishes to develop a cluster subdivision which is a flexible zoning technique in the UDO. The utilization of cluster subdivision requirements allows the developer, under R-20 zoning, to decrease minimum lot sizes to 15,000 square feet and cluster the developed portion of the site into a smaller and more dense land area. The site is currently served by sanitary sewer services and the applicant proposes construction of a 10" water line extension to obtain town water service.

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The applicant has requested a Variance for the proposed 56 lots due to the size of double-wide manufactured homes. Mr. Whittington wishes to provide stick-built single family homes, manufactured homes (double-wide only) and modular homes on the site. Due to possible width dimension of double-wide manufactured homes (80'), building lot set-back requirements cannot be met in an R-20 cluster subdivision minimum lot size of 15,000 square feet. There is no flexibility on set-back requirements. The Variance would not be required if the double-wide units were permitted and of smaller size.

CUP and UDO allows conditions to be placed such as (1) double-wides only, (2) double-wide no larger than 70', or (3) permitted for single family and modular homes only. The Planning Board has the option to place additional conditions on the development to limit detrimental impacts to the public health and safety of adjacent property owners and town residents.

Comments at the Public Hearing were from an adjacent property owner who questioned cost responsibility for further development of roadway improvements due to increased traffic from the subdivision.

Joel Brower addressed the issue of water line design and stated the proposed plans need to be modified to accommodate a 6" water line rather than the 2" called for in original plans.

Staff Recommendation: Staff recommends approval of the proposed Conditional Use Permit request for a single family residential cluster subdivision permitting modular and stick-built single-family homes.

Butch Hudson asked for a reason that the subdivision could not be R-20 with 20,000 square foot lots.

Ed Peele, Dixon Gibson Engineering, engineer for Mr. Whittington at Cedar Creek Subdivision stated they wished to appeal to a wide variety of people but no real reason the land could not stay R-20.

Mr. Hudson asked if the lots were to be sold or rented. Mr. Peele stated that the lots would be sold. Mr. Hudson stated no problem with manufactured homes if the lots remained at 20,000 square feet in size.

Ed Peele suggested input with "restrictive covenants" such as masonry underpinning, fencing, and landscaping would make a more permanent upscale site plan. Aesthetically he saw no detrimental influence from allowing double-wide manufactured homes with modular and stick-built homes in this proposed setting.

Mr. Cheek questioned traffic from the nearby school and the existing Country Living mobile home park. Mr. Graham stated a formal request had been made to NCDOT for new traffic counts on North Chatham Avenue. This will be available prior to the Town Board meeting on

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April 17, 1995. The estimates are 1.5 to 2.5 trips per home per day with an average of 2 trips per day per residential unit.

Sam Williams stated the new development would increase traffic in the area. Byron Oldham said at least 100-120 per day would bring road count to 800-840 per day according to old records.

Mr. Williams asked if the developer planned to include loops for emergency vehicle turn-around during project phasing. Mr. Peele stated gravel turn-around area to be a prescribed method. Mr. Williams then questioned formulation of "restrictive covenants". Mr. Peele stated they would look at "like" subdivisions and address pertinent issues. Mr. Williams questioned the effect on stick-built homes in the proposed development if a large number of lots were sold for manufactured homes. Mr. Peele stated could not answer this question but felt the covenants would help and that Mr. Whittington planned to build several stick-built homes in the subdivision.

Mr. Oldham questioned cluster subdivision open space requirements. Mr. Graham stated cluster subdivision (R-20) requires open space dedication for recreation while allowing developer to squeeze lots to 15,000 square feet. Mr. Oldham then stated he could not vote for a Variance for 56 lots due to the large area encompassed and that individual lot owners had the option to request a Variance for their particular land parcel.

Mr. Whittington stated this proposal was not a mobile home park and would not be as long as he was connected to the development.

Rick Batts addressed the issue of two subdivisions having like names - Cedar Creek and Cedar Springs - and the 911 implication. He also questioned right-of-way and landlock of property owners directly behind the proposed subdivision.

Ed Peele stated right-of-way followed same plans as submitted some years ago and intentions were to request annexation which should alleviate landlock fears.

James Edwards asked if minimum home sizes were designated. Mr. Peele stated not determined as yet. Mr. Whittington stated manufactured homes gave more floor space for the price and the goal was to build affordable housing for residents of the area with no less than 1350 square feet.

Cindy Edwards asked how many lots would be lost if the lot size remained at 20,000 square feet. Mr. Whittington stated he was told he had to have cluster subdivision.

Byron Oldham asked price range of lots. Mr. Whittington stated it would depend on cost of development but at least \$20,000 per lot. Mr. Peele stated the minimum lot size would be 15,000 square feet with an average lot size of 18,000 square feet.

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Butch Hudson asked if Mr. Whittington could live with 1400 square feet manufactured home with masonry foundation as a requirement. Mr. Whittington stated he would demand 1700 square feet with masonry foundation.

Butch Hudson moved to develop as Variance and put conditions as cluster subdivision. This motion died due to lack of a second.

Byron Oldham moved to permit as cluster subdivision with marginal stick-built homes with the understanding that each lot owner could request Variance as needed.

Hank Graham stated future Variance requests from potential property owners could be made but right to place manufactured home required a Conditional Use Permit. Variance is for dimensional requirements only.

Cindy Edwards moved to approve CUP with certain number of stick-built, modular, and manufactured homes.

Oldham's and Edward's motions died for lack of a second.

Butch Hudson moved to grant CUP as stated by developer with manufactured homes, modular homes, and stick-built homes without Variance. Byron Oldham second this motion with unanimous approval of members.

Mr. Cheek then asked for recommended conditions in addition to those made by staff. Butch Hudson motioned the following conditions (1) Each lot have masonry foundation (2) minimum 1400 square foot modular or stick-built home (3) minimum 60' - 1680 square foot manufactured home.

Cindy Edwards questioned the wooded area between the subdivisions. Mr. Whittington stated it would remain wooded as a buffer.

Discussion ensued in regard to street names. Mr. Graham stated proposed plans submitted to Chatham County Emergency Department for approval.

Mr. Edwards questioned NCDOT finding a traffic problem and what avenues town would follow. Hank Graham stated a condition could be placed on the developer. Information would be presented to the Town Board for final approval.

Larry Cheek called for a vote on the conditions with unanimous approval of Mr. Hudson's motion.

Item 3 Rezoning Application - REZ -002-95 - P.D. & Linda Fields

Mr. Graham stated on March 2, 1995, staff received an application for rezoning a .659 acre site from Residential-10 to Highway-Commercial. The site is located at 210 East Eleventh Street between East Ninth Street and Greensboro Avenue on the left side of the street. The site is directly behind the Siler City Bowling Center and the request would allow additional parking at the Bowling Center.

Surrounding zoning includes Highway-Commercial to north, east and west, and Residential-10 to the south.

Staff Recommendation: Staff finds the rezoning request to be in compliance with the UDO and compatible with adjacent land uses. Staff recommends approval.

Butch Hudson questioned if Third Street went all the way to Eleventh. Joel Brower stated yes, but not maintained in parking lot. Byron Oldham stated it was town street but due to "speed bump" no city maintenance.

Cindy Edwards questioned any comments from neighbors. Hank Graham stated none to this decision.

Butch Hudson questioned buffer requirements between Third and Fourth Street. Hank Graham stated a small one at present, additional buffer may be needed but Mr. Fields is very agreeable to UDO regulations.

Butch Hudson moved to approve with UDO buffer requirements. Cindy Edwards seconded the motion followed by unanimous approval.

With no further business Larry Cheek called for a motion to adjourn at 8:23 p.m. Byron Oldham moved to adjourn with a second from Butch Hudson followed by unanimous consent.



James Larry Cheek, Chairman

ATTEST:



Toni Hart, Recording Secretary

Planning Board Meeting Minutes
May 8, 1995

The Siler City Planning Board met on Monday, May 8, 1995, at 7:00 p.m. in the Siler City Community Center. James Larry Cheek called the meeting to order at 7:05 p.m. and gave the invocation. Mr. Cheek asked for a motion on the minutes of April 10, 1995. The minutes were unanimously approved upon a motion from Butch Hudson and second from Byron Oldham.

Members Present

Larry Cheek, Chairman
Butch Hudson, Vice Chairman
Byron Oldham
Joyce Siler
James Edwards
Cindy Edwards, Alternate
Roger Hinshaw, Alternate

Members Absent

Louise Adcock
Rick Batts

Staff Present

James H. Graham, Jr., Planning Director
J. Samuel Williams, Town Attorney
Joel Brower, Town Manager
Charles McLaurin, Code Enforcement/Safety Officer

BUSINESS SESSION

Item #1: Status Report of Previously Reviewed Projects

Mr. Graham gave the following report:

Homewood Acres-Phase VII - Sewer line and road paving are complete. Upon final plat review and approval by the Planning and Town Boards, the sale of lots and home construction may begin.

W 3rd Street Apartments Subdivision - The town staff is working with the applicant on water line easements which have been coordinated with the preliminary plat specifications. The applicant may begin installing water lines for the project.

Autumn Estates - The water & sewer utility plans are final and plated. The applicant may begin installing both water and sewer lines for Phase 1 of the project. Staff received plat last week.

Planning Board Minutes
May 8, 1995
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Pine Forest South - Staff received a submittal of final "as built" drawings for Phase 1 of the project. Phase I received final plat review at the December 19, 1994 Town Board Meeting. Submitted final "as built" drawings.

Historic District - The Historic Preservation Committee did not meet in April. A meeting will be held in May (committee meetings are held on the Third Tuesday of the month). Planning Board member and citizen participation is welcomed. Historic Preservation Ordinance (draft) is being prepared for review Tuesday, May 16, 1995.

Annexation Plans - A public hearing is scheduled for May 15, 1995, to incorporate 5.52 acres of the Homewood Acres subdivision. Staff is working with consultants to prepare a Town initiated Annexation. The resulting report would satisfy the ongoing annexation procedure initiated in April 1994. A Resolution of Consideration was adopted effective June 30, 1994. A Resolution of Intent is presently being prepared which details the Resolution of Consideration (to be submitted on December 31, 1995, or June 30, 1996). December 31, 1995 is tentatively planned for submittal.

Item #2:

a) Conditional Use Permit Application #CUP-003-95 -Affordable Housing Developers

Larry Cheek asked to be exempt from CUP-003-95 due to a conflict of interest . He is employed with CP&L, the permit applicant. This request was granted. Butch Hudson, Vice Chairman, called for a staff report.

On April 25, 1995, staff received a conditional use permit application (CUP-003-95) to allow the renovation and conversion of a Town historic structure, The Paul Braxton School facility. The applicant, Affordable Housing Developers, is a partnership entity established between Carolina Power and Light Company (CP&L) and Regency Development Associates, Inc. (RDA) of Raleigh, North Carolina.

At present, CP&L has an option to lease agreement with the Town for the facility. However, no lease has been signed. RDA, as a partner, proposes to seek state funding to develop the existing facility and site into a 24 unit multi-family apartment complex for moderate income elderly persons.

Planning Board Minutes
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The site is located at 101 South Third Avenue on the east side of the street, south of East Raleigh Street and north of East Cardinal Street and is currently zoned Residential-10 (R-10) which allows multi-family residential land uses pursuant to obtaining a CUP.

The applicant wishes to provide housing exclusively for moderate income elderly persons. Surrounding zoning and land uses to the site include Office-Institutional (O-I) to the North and West and Residential-10 (R-10) to the East and South. The applicant requests a CUP to implement the conversion of the school into (22) 600 square foot one bedroom apartments and (2) 800 square foot two bedroom apartments. The apartments would be housed in the existing main classroom building of the 27,550 sf. Paul Braxton School facility.

On May 1, 1995, a joint public hearing was conducted by the Town Board of Commissioners and the Planning Board. Numerous issues were raised by adjacent property owners and are listed below:

Concerns Raised	Applicant Responses
Protection of the elderly residents.	Entranceways would be locked after business hours. However residents could exit at all times. The Applicant would request that regular police patrols be increased.
What would be the income requirements for potential residents.	60% of the Chatham County median income.
How would the proposed project impact the Annual Chicken Festival and vice versa.	Festival activities could be coordinated with apartment management and residents could participate.
What would be the impacts of ball field activities on potential residents.	Residents should enjoy the activities and building construction should minimize noise.
Would the project proposal include renovations to the Auditorium.	No. The applicant entertains discussion with the Town of a potential joint venture.
Would nurses or other medical personnel be allowed to live on the premises for residents which need 24 hr. medical care.	Yes, on a temporary basis not as permanent residents.
Support for the projects character was also expressed.	Expressed by many persons in attendance.
What would be the age of residents permitted to live in the apartments.	62 and older.
Would families be allowed to live in the apartments.	No. Only one child relative in extreme circumstances on a temporary basis.
Is there enough parking.	A 1 to 1 apartment unit to parking space ratio is required. The applicant has proposed 24 parking spaces and entertains proposals from the Town on coordinating any additional parking/pavement work for nearby facilities.

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Mr. Graham presented the following staff analysis: The existing school site and facility houses an auditorium, cafeteria, and a main classroom building. The applicant proposes to convert the existing classroom building into 24 moderate sized apartments, to convert the cafeteria area into a lounge and meeting room complex, while the auditorium will remain as its original use. Unified Development Ordinance (UDO) requirements have been acknowledged by the applicant with regards to parking, landscaping, and site plan requirements. Attached, please find the applicant's response to the Four Required Findings (could be found in attachment 1).

The site is adequately served by road frontage on an existing 80' right-of-way for South Third Avenue, city water and sewer, solid waste collection, and drainage.

The rules and regulations within the UDO must be complied with upon receipt of the applicant's site plan for both zoning and building permit approval. However, during the conditional use permit process the Planning and/or Town Board may place additional conditions on the development to limit detrimental impacts to the public health and safety of adjacent property owners and Town residents.

Mr. Graham recommended additional permit conditions listed below:

- Development Site Plan shall also include a boundary separation from the Siler City Recreation Center, ball field, and daycare center facility.
- 5% of the designated lease square footage area shall be defined as usable open space.
- Asbestos removal.
- Shared parking lot with the Siler City Recreation Center.
- Time schedules for the completion of development.
- The impact of the development on the structure's historical significance.
- Widen Cardinal Street (18 ft. Paved) from the chain linked fence to South Third Avenue
- Removal of the chain linked fence that extends from the Northeast corner of the main classroom building.

With respect to all plans and other documents required by this appendix, the applicant shall submit 5 copies.

Planning Board Minutes

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Mr. Graham presented his recommendation as follows: Staff analysis finds that the proposed conditional use permit is complete and addresses all applicable requirements of the UDO. Staff recommends approval of Conditional Use Permit request (CUP-003-95) pursuant to satisfying UDO requirements and satisfying all additional health, safety, and public welfare conditions specified by the Planning Board.

Mr. Hudson called for a report from Affordable Housing Developers. Mr. Claude Hicks, RDA, stated the planned proposal was subject to low income tax credit. If approved, work is tentatively scheduled to begin November 1995 with a twelve month completion date. Residents of the proposed complex will be 100% elderly and moderate income. Mr. Hicks stated CP&L committed \$50,000,000 annually for renovation projects.

Sam Williams, Town Attorney, questioned application submittal and approval time, lease agreement and areas of building involved. Mr. Hicks stated the application would be submitted to the North Carolina Housing Finance Agency with an estimated two month waiting period. CP&L had the proposed lease agreement and specific questions should be directed to Murray Gould of that company. Mr. Williams stated his concern over a possible modification of the CUP by proposed lease terms. Mr. Hicks stated he would contact Mr. Williams in this regard by Tuesday, May 9, 1995.

Mr. Graham asked the minimum lease requirement for low income credit. Mr. Hicks stated thirty year lease term. CP&L must keep the lease for a minimum of fifteen to sixteen years and any purchaser must maintain the original agreement.

Byron Oldham asked the cost to construct one unit in the proposed project. Mr. Hicks stated he had overall projections but not individual costs at this time. Information would be available at the Town Board meeting May 15, 1995.

James Edwards questioned the monthly rental fees. Rental cost is estimated as follows:

Type Apartment	Cost per month	Number of units available	Income criteria	Services Included
1 Bedroom	\$325	22	Not to exceed 30% of all resident's income	Water, sewer & trash pickup
2 Bedroom	\$350	2	Not to exceed 30% of all resident's income	Water, sewer & trash pickup

Planning Board Minutes

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Cindy Edwards asked the proposed plans for the present auditorium in the Paul Braxton facility. Mr. Hicks stated there were no plans for the interior due to the fact that a tax credit is not available for unusable space. Plans are to make the auditorium exterior safe and aesthetically pleasing. He suggested having a local group "adopt" the area for renovation purposes.

Mr. Hudson thanked Mr. Hicks and asked if he had concerns regarding Mr. Grahams's suggested conditions to the CUP. Mr. Hicks stated concern about widening of Cardinal Street by the developer. He could not say with any degree of confidence whether CP&L would consider this condition. Joel Brower estimated cost of this proposed condition to be between \$5,000 and \$10,000 including fence removal. Mr. Hicks stated costs under \$10,000 might be incorporated into the site development plan but property would have to go to other side of street. Mr. Brower stated this to be a dedicated street and that the state maintained all streets to schools, etc. Problem with leaving the street one-way would be with the two-way traffic encountered when the proposed apartment complex opened.

Mr. Hudson read the following required findings and the applicant's response and asked for a unified motion on all findings.

- (1) Will not endanger the public health or safety,

The proposed conversion will not materially endanger the public health or safety in that all construction will meet all local, state, and federal guidelines outlining construction requirements.

- (2) Will not injure the value of adjoining or abutting property.

The proposed conversion meets all current town requirements per zoning density and parking.

- (3) Will be in harmony with the area in which it is located, and

The proposed conversion will exclusively house elderly residents who have historically owned fewer automobiles which would lessen the number of vehicle trips per day, noise, and pollution normally associated with apartment buildings.

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Required Findings (continued)

- (4) Will be in conformity with the land-use plan, thoroughfare plan, or other plan officially adopted by the town board.

In consideration of the fact that the building is currently unoccupied, the addition of residents to the tax base of Siler City and to this area of the town would be consistent with the future plans of Siler City.

Byron Oldham moved for acceptance with a second from Cindy Edwards. Six voting in favor with one abstaining.

Cindy Edwards moved for additional conditions as recommended by staff and to agree to restore Paul Braxton School to the Secretary of the Interior Standards of Rehabilitation and complete an application for National Register of Historic Places within six (6) months of signing of lease with the town. James Edwards seconded this motion with six in favor and one abstaining.

Item #2 - Peter Slipp, NCDOT: Thoroughfare Plan Report

Mr. Slipp presented a summary of the steps and process to complete a thoroughfare plan (documentation attached).

- Project Development Process
- Traffic Modeling Process
- Siler City Thoroughfare Plan Population Data
- Map of Study Area
- TIP for Chatham County
 - Consideration of proposed two lane road from Siler City Airport to US Highway 421 to construct by year 2002
- TIP - SC Airport
 - Expand apron

Cindy Edwards questioned allocation of funds. Mr. Slipp stated 1989 legislature established a way of giving "fair share" to each of the 14 divisions of the state which is based on an equity formula (highway mileage and population).

The next step in the TIP will be for the planner to determine the social-economic status of the area. Mr. Slipp stated plans to update Planning Board as progress continues.

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Mr. Cheek thanked Mr. Slipp for his presentation.


New Business

Mr. Graham announced Cathy Mason had been hired as Administrative Assistant for the Planning & Inspection Departments.

Butch Hudson questioned setback requirements/restrictions in regard to appurtenant structures. He stated he felt citizens should be made aware of any restrictions when permit purchased.


Larry Cheek asked Mr. Graham to prepare a report on accessory use structure setback requirements for the July meeting.

With no further business, Byron Oldham moved to adjourn with a second from James Edwards at 8:35 p.m.



James Larry Cheek
Chairman

ATTEST:



Toni Hart
Recording Secretary

attachments

**Planning Board Meeting Minutes
June 12, 1995**

The Siler City Planning Board met on Monday, June 12, 1995 at 7:00 p.m. at the Siler City Community Center. James Larry Cheek called the meeting to order at 7:01 p.m. and gave the invocation. Mr. Cheek asked for a motion on the minutes of May 8, 1995. The minutes were unanimously approved upon a motion from Byron Oldham and second from Butch Hudson.

Members Present

Larry Cheek, Chairman
Butch Hudson, Vice Chairman
Byron Oldham
Joyce Siler
Louise Adcock
Cindy Edwards, Alternate
Roger Hinshaw, Alternate

Members Absent

James Edwards
Rick Batts

Staff Present

James H. Graham, Jr. Planning Director
J. Samuel Williams, Town Attorney

Commissioners Present

Pem Hobbs, Town Commissioner

BUSINESS SESSION

Item #1: Status Report of Previously Reviewed Projects

Mr. Graham gave the following report:

Cedar Creek - No Activity since CUP issuance.

Chatham Middle School - Chatham Middle School Bond referendum passed in May which will provide funding for the permitted school facility. The staff will be working with the school board on proposed Chatham Middle School construction.

Country Living Mobile Home Village - Phase II infrastructure preparation work continues for final plat approval.

W 3rd Street Apartments Subdivision - No activity since last Planning Board Meeting.

Autumn Estates - No activity since last Planning Board Meeting.

Pine Forest South - No activity since last Planning Board Meeting.

Historic Preservation Ordinance (HPO) - The Historic Preservation Committee met on May 16, 1995. The second draft of the proposed HPO is complete. Committee meetings are held on the Third Tuesday of the month. Planning Board Member participation is welcomed.

Annexation Plans - Staff continues to work with consultants to draft the Resolution of Intent to annex contiguous land areas to Siler City.

Planning Board Appointments - Advertisements were placed in the Chatham News soliciting citizen participation as Planning Boards Members. Mr. James Edwards and Ms. Joyce Siler's terms are closing. Both members are eligible for another term and both are interested in re-appointment. At its June 19, 1995 meeting, the Town Board of Commissioners will make final committee appointments.

Item #2: Thoroughfare Plan Data Input

Shown below, please find base year (1993) and projection year (2020) population and employee estimates for the Siler City Thoroughfare plan study area. Three projections (low growth, average growth, and high growth) are provided and one projection scenario should be selected and provided to Mr. Peter Slipp for continuation of the Town of Siler City Thoroughfare Plan project.

Projection Year	Low Growth 2.5% TPSA		Average Growth 5% TPSA		High Growth 7.5% TPSA	
	Population	Employees	Population	Employees	Population	Employees
1993	8028	6306		6306		6306
2000	9456	6464	9,686	6621	9,917	6779
2010	9692	6625	10,170	6952	10,660	7287
2020	9934	6791	10,679	7300	11,460	7834

TPSA - Thoroughfare Plan Study Area

Mr. Graham presented the existing thoroughfare plan map, adopted September 23, 1968, to the board members. Since that time US Highway 421 by-pass has been completed and further traffic circulation improvements are in process at this time.

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Mr. Graham stated the study area was larger than the existing corporate limits and smaller than Matthews Township boundary. Projections are based on population growth from 1960, 70, 80, & 90 Mathews Township Census data. The three options - asked if the Town's Hispanic population was included in the projections. Mr. Graham stated no because he had no figures on which to base projected estimates, thus the projection figures may be low if the continued immigration continues.

Discussion ensued in regard to percentage of growth to be used. Byron Oldham and Cindy Edwards spoke in favor of adopting the high growth figure for planning purposes. If this growth rate is realized, Siler City would have a population of approximately 11,460 by 2020, including over 7800 jobs, which projects a net increase of about 500 jobs per decade.

Byron Oldham moved to select 7.5% high growth estimate. Cindy Edwards seconded the motion which passed unanimously.

Homewood Acres Phase VII

Mr. Graham reviewed the final plat of Homewood Acres Phase VII. A memo from Public Works Director, Terry Green detailed necessary corrections. Ernie Evans, Developer, was in attendance and assured members all items would be addressed prior to completion.

Larry Cheek asked Mr. Evans if he had a problem with the "punch list". Mr. Evans stated no, two manholes to be changed on 6-13-95, seeding has not been done due to weather but will be completed within the week.

The board found the plat and the necessary infrastructure improvements to be complete and in compliance with the Siler City Unified Development Ordinance. The subdivision is in a Residential-10 (R-10) Zoning District and creates twenty (20) lots greater than 16,000 square feet in size.

Butch Hudson Moved for final approval to the Town Board with a second from Byron Oldham. Unanimous approval was granted.

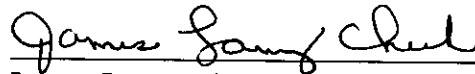
Text Amendments - Residential Accessory Use Setback Requirements

To be discussed on 7-10-95.

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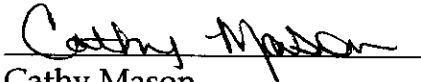
Other Business

Also present was Annette Jordan. Ms. Jordan, who lives at North Chatham Avenue, stated they are in need of obtaining city sewer in their area. Larry Cheek advised this issue to be brought to the Town Board.



James Larry Cheek
Chairman

ATTEST:



Cathy Mason
Recording Secretary

**Planning Board Meeting Minutes
July 10, 1995**

The Siler City Planning Board met on Monday, July 10, 1995 at 7:00 p.m. at the Siler City Community Center. James Larry Cheek called the meeting to order at 7:04 p.m. and Byron Oldham gave the invocation. Mr. Cheek asked for a motion to approve the June 12, 1995 meeting minutes. The minutes were unanimously approved, upon a motion from Byron Oldham and second from Louise Adcock.

Members Present

Larry Cheek, Chair
Butch Hudson, Vice Chair
Byron Oldham
Joyce Siler
Louise Adcock
James Edwards
Cindy Edwards, Alternate
Roger Hinshaw, Alternate

Members Absent

Rick Batts-resigned

Staff Present

James H. Graham, Jr. Planning Director
Terry Green, Public Works Director

Commissioners Present

Pem Hobbs, Town Commissioner

BUSINESS SESSION

Agenda Item #4: Planning Director's Report

Mr. Graham gave the following report:

Cedar Creek - No Activity since CUP issuance.

Chatham Middle School - Chatham Middle School Bond referendum passed in May which will provide funding for the permitted school facility. The staff will be working with the school board on proposed Chatham Middle School construction.

W 3rd Street Apartments Subdivision - No activity since last Planning Board Meeting.

Autumn Estates - No activity since last Planning Board Meeting.

Pine Forest South - No activity since last Planning Board Meeting.

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Country Living Mobile Home Village- Phase II infrastructure preparation work continues for final plat approval.

Historic Preservation Ordinance (HPO) - The Historic Preservation Committee met on May 16, 1995. The second draft of the proposed HPO is complete. Committee meetings are held on the Third Tuesday of the month. Planning Board Member participation is welcomed.

Annexation Plans - Staff continues to work with consultants to draft the Resolution of Intent to annex contiguous land areas to Siler City.

Planning Board Appointments - Mr. James Edwards and Ms. Joyce Siler were each re-appointed for an additional 3-year term.

Geographic Information System (GIS) - On June 30, 1995, staff received a rough print-out from Hobbs Upchurch & Associates (HUA) of the complete digitized Town of Siler City and Extraterritorial Jurisdictional (ETJ) area base map. The draft digital map has gaps in some roadway and railroad rights-of-way corridors. These gaps are currently being corrected. Mr. Eddie Staley, Hobbs Upchurch & Associates (HUA) and staff successfully transferred zoning information from our official Zoning Map onto the GIS basemap. The zoning will also be digitally input as a basemap overlay.

Each digitized parcel is taken from County tax maps and have been entered in the GIS basemap. Mr. Graham invited the Planning Board to come look at the digital basemap in the Planning Office when completed. The map will be a colored printout with shading and hatching to depict various zoning districts. We will have a parcel record data base information and a zoning layer of information for each parcel, street, street right of way, and street names in the completed GIS map. We should be able to present the map at the August meeting.

AGENDA ITEM #VI: COUNTRY LIVING MOBILE HOME VILLAGE -PHASE 2

Mr. Graham presented the map for the Country Living Mobile Home Village. Phase 1 is the northern section and Phase 2 is the middle section. Mr. Graham stated Country Living Mobile Home Village is currently zoned as A-R (Agricultural Residential) and when Phase 2 is completed it will create an additional 26 lots, each lot greater than 10,000 square feet in size. In completing Phase 2, there are some requirements that have not been met.

Larry Cheek asked if the requirements could be met. Terry Green quoted they could be met as long as the cosmetic needs and road construction could be finished. The major things which needed to be finished are done but rain has been a major factor in completing cosmetic items. Mr. Green stated, if weather permitting, everything should be complete this week. Mr. Franks agreed. Butch Hudson moved to accept only what was presented to the Planning Board and requested that Mr. Green make sure everything is completed. Byron Oldham seconded the motion.

The Board approved the final plat by a vote of 7-0.

Text Amendment - Residential Accessory Use Setback Requirements

Mr. Graham presented the existing Unified Development Ordinance (UDO) regulations regarding accessory buildings within residential zoning districts. Mr. Graham stated the purpose is so the Board will not have to grant variances for residential property owners that have well & septic tank systems where the accessory building would have a negative affect on the well & septic system. This is the projection of health safety. Ms. Virginia Ryan and Ms. Kim Warren with the Chatham County Health Department provided us with the health and safety requirements.

Butch Hudson spoke in favor of the ETJ having the same set back requirements as the city limits. Mr. Hudson also discussed having Part B to observe the 4 ft. setback and letting the sewage problem take care of itself. Mr. Cheek stated that uniform regulations needed to be enforced between City and ETJ land areas.

Mr. Graham pointed out that the variances passed for accessory buildings in the ETJ area should not be approved until water & sewer lines have been provided. Mr. Graham also noted, in the ETJ boundary area, some accessory buildings would have to be placed in backyards on the septic drainage area and that is not permitted.

Cindy Edwards addressed the fact that buildings will be set too close together and to neighbors.

Ms. Edwards moved for final approval to leave current zoning and setback requirements as is with a second from Byron Oldham. The motion passed with a vote of seven to one.

Other Business

Mr. Cheek read a resignation letter from Mr. Rick Batts effective July 9, 1995. Mr. Graham recommended that a motion be made to recommend a replacement for Mr. Batts. Cindy Edwards was recommended to be appointed in Mr. Batts place. Louise Adcock motioned with a second from Butch Hudson.

With a motion from Butch Hudson and a second from James Edwards, Larry Cheek was re-elected as Boardchair for the period July 1, 1995 to June 30, 1996. Also, with a motion from Byron Oldham and a second from Joyce Siler, Butch Hudson was re-elected as Board Vice Chair for the upcoming year.

Hank Graham mentioned that he had been contacted numerous times concerning holding a work session. In discussion, it was agreed upon this would be a good idea. Mr. Graham stated it would be a good time to look at the UDO's long term future and Cindy Edwards stated maybe discussing what the Town would do within the next five years if some large businesses wanted to come to Siler City such as a Walmart.

Ms. Edwards asked if we had any tools to prevent a company such as Walmart from developing. Mr Graham stated no, however, a comprehensive Plan or Strategic Plan would serve as such a tool.

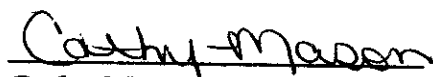
Mr. Graham also mentioned that a text amendment would be placed on the next agenda regarding site plan approval process.

With no further business, Larry Cheek called for a motion to adjourn at 7:35 p.m. Byron Oldham moved the motion and Cindy Edwards seconded with unanimous consent of members.



James Larry Cheek
Chair

ATTEST:


Cathy Mason
Recording Secretary

**Planning Board Meeting Minutes
August 14, 1995**

The Siler City Planning Board met on Monday, August 14, 1995 at 7:00 p.m. at the Siler City Community Center. James Larry Cheek called the meeting to order at 7:05 p.m. and James Edwards gave the invocation. Mr. Cheek asked for a motion on the minutes of July 10, 1995. The minutes were unanimously approved upon a motion from Byron Oldham and a second from James Edwards.

Members Present

Larry Cheek, Chairman
Butch Hudson, Vice Chairman
Byron Oldham
Joyce Siler
Louise Adcock
James Edwards
Cindy Edwards
Joel Hunnicutt, Alt.

Members Absent

Roger Hinshaw, Alt.

Commissioners Present

Pem Hobbs, Town Commissioner

Staff Present

James H. Graham, Jr. Planning Director
Joel Brower, Town Manager
Sam Williams, Town Attorney

BUSINESS SESSION

Agenda Item IV: Planning Director's Report

Mr. Graham gave the following report:

Historic Preservation Ordinance (HPO) - The Historic Preservation Committee met on July 18, 1995. We are working on preparing a study list application to send to the State. Committee member, Cindy Edwards and Byron Oldham are working on this. Hank Graham has been taking slide photographs and 35mm photographs of Town Hall. Also, we have been preparing applications to come up with some minor history on City Hall. Hopefully, it will help to have City Hall declared a National Register of Historical Site.

Annexation Plans - Annexation study planning is in progress. Staff has been working with Hobbs, Upchurch & Associates to begin preparing an annexation study. Results of study will be brought before Planning Board some time in September or October. We are looking at presenting information to both the Planning Board and Town Board for a final decision on annexing a larger area outside the existing corporate limits by December 31, 1995.

Agenda Item VI: Rezoning Request - Earnest Suits: Suits Homes -

Mr. Graham stated that on July 27, 1995, staff received a rezoning application from Earnest E. and Shirley D. Suits. Mr. Graham presented copies of the application and location maps. The property in question is 17,320 square feet or .398 acres in size and was recently purchased by Suits Homes. The applicant proposes to change the existing zoning for the property from Residential 6 (R-6) to Highway-Commercial (H-C). The property is located on the south side of East Eleventh Street (US Highway 64) and is bounded by zoning and land uses include H-C (mobile home sales) to the west, R-6 (vacant) to the north, R-6 (apartments) to the east and R-6 (single family) to the south.

Staff analysis finds the proposed rezoning to be consistent with surrounding land uses pursuant to compliance with vegetative buffer requirements. Major thoroughfare accessibility is the main justification of permitting the extension of the existing commercial use. However, Staff stated that this development represents additional strip-commercial development along the US Hwy. 64 corridor which contributes to traffic.

Cindy Edwards asked if it falls under Sales of Merchandise Equipment of the Table of Permissible Uses.

Mr. Graham stated the proposed rezoning and use is covered in the Table of Permitted Uses. The existing use is permitted in the Highway Commercial (H-C) zoning district.

Butch Hudson stated that previously it was expected that all lots would become Highway Commercial along U.S. Hwy 64 .

Larry Cheek stated "no" but he thought the existing use was already zoned H-C. Mr. Cheek also mentioned there was a fence placed along the property boundary.

Mr. Graham stated there are special and vegetative buffer requirements in the UDO and at present, we do not regulate fencing. The property still needs a vegetative buffer.

Rev. McCleave noted that church desires to have a buffer between Church property and Mr. Suits' property.

Mr. Cheek asked Mr. Suits if he had a problem with placing a vegetative buffer.

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Mr. Suits responded "no".

Mr. Oldham also moved to include buffer requirements as recommended by Mr. Graham with a second from Cindy Edwards.

Butch Hudson moved to approve the rezoning request with a second from Byron Oldham. All members voting if favor.

Rev. McCleave asked if a buffer would only include the Mr. Suits land adjacent to church property.

Larry Cheek replied "that is correct".

Mr. Steve Frazier asked why they needed a buffer when his fence was already there when the property was bought.

Byron Oldham explained, there is not a fence at the other end and the development under the zoning and landscaping regulations, a buffer is needed.

Agenda Item VII: Zoning Permit/Site Plan Review - Randy Hobbs: Siler City Self Storage Facility -

Mr. Graham stated that on July 31, 1995, staff received a zoning permit application from Mr. Randy Hobbs to allow the construction of a new storage facility site. Attached, please find a copy of the proposed site plan. The property is currently vacant and owned by Mr. Grady & Vadis Shaw and Mr. Jeffrey & Tammy Shaw and is located behind Sir Pizza at 1403 E. 11th Street, Siler city, NC 27344. Pursuant to obtaining a zoning permit, Mr. Hobbs has made an offer to the Shaw's to purchase the 3.85 acre tract.

The site is zoned Highway - Commercial (H-C) which permits the proposed use. Adjacent land uses include Windsor Arms Apartments to the east, Sir Pizza to the south, Collins & Aikman, Inc. to the west, and vacant residential zoned property to the north. At present, the applicant plans to construct one 7,500 sq. ft. storage facility and phase the construction of additional buildings.

Mr. Graham stated, at the present time of UDO, Staff and Planning Director are able to approve and sign off on zoning permits. However, if the Planning Director feels the size of the proposed development is larger than the impact of the proposed

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development has an impact that has a significant impact on adjacent land uses, he can require the applicant to submit a sketch plan to take a closer look at the proposed development. Mr. Graham stated that he would like to see this requirement as a regulatory part of the UDO.

The applicant has agreed to extend a 50 foot private easement from an existing easement between Sir Pizza and Windsor Arms Apartments. The private drive serves as road frontage and requires a minimum road frontage length of 100 feet and a front yard setback of 40 feet. The easement is to be recorded on the approved plat. A name is needed for the private drive for potential emergency service reasons.

Mr. Hobbs stated "if private drive is passed he will give an easement to Sir Pizza".

The site plan portrays the existing vegetative land cover which will not require any vegetative clearing for the proposed side development. Mr. Graham stated no additional land clearing is required for the proposed buildings.

One parking space is required for each facility employee. At present, the applicant does not intend to have a full or part-time employee on site, therefore, no parking spaces are required. An office facility is shown, however, it is not known whether the office will be constructed. Parking will be addressed if the proposed office is constructed at a future date.

Mr. Graham stated since this property does not have actual road frontage on 64, the easement will serve as the road frontage. The vegetative buffer requirements would be along the easement and can be phased with the development project.

Staff recommends that the zoning permit is not permanent and the applicant is required and expected to continue construction and site development progress for the permit to remain valid. If there is no site development activity for an entire 6-month time period the permit becomes invalid. Staff also recommends that future phases be shown on the sketch plan, including the number of units to be constructed during each phase. Staff recommends approval of the proposed site plan and zoning permit.

Butch Hudson moved to approve the proposed sketch plan and zoning permit with a second from Byron Oldham. All members voting in favor.