

**Board of Adjustment Meeting Minutes  
February 10, 2003**

The Siler City Board of Adjustment met on Monday, February 10, 2003 at 8:20 p.m. Jimmie Pugh called the meeting to order. Minutes of the December 9, 2002 meeting were unanimously approved by a motion from Don Tarkenton and seconded by Richard Caviness.

**Members Present**

Jimmie Pugh, Chairman  
Don Tarkenton, Vice Chairman  
Leota Thompson  
Larry Mendenhall  
Larry Cheek  
Richard Caviness, Alternate  
Harold Hart, Alternate

**Members Absent**

Cindy Bray  
Jeff Brewer

**Staff Present**

Jack Meadows, Planning Director  
Joel J. Brower, Town Manager  
William C. Morgan, Town Attorney (by phone)

**BUSINESS SESSION**

**Agenda Item III**

**Special Use Permit Request**

**A. SUP-001-03 – Bill Brooks**

Mr. Meadows reported that Bill Brooks requests a special use permit to operate a golf driving range. The property is located along the northern right-of-way of Coleridge Road, approximately 1,180 feet west of the intersection of Coleridge Road and West Third Street. The property can be further identified as being Tax Parcel Numbers 13014 & 13016. The applicant has adequately completed an application for a special use permit.

Mr. Meadows explained that the subject property is vacant pastureland and is located outside of the Town's Corporate Limits. The property is zoned A-R and contains approximately 15.8 acres and has road frontage along Coleridge Road and East Third Street. The site has access to county water and will require private septic service, and has a USGS Intermittent Stream that crosses through the property. The surrounding development to the north and south is vacant and zoned A-R, to the east is a soccer complex zoned A-R, and to the west is a single family dwelling and a vacant lot zoned A-R. The proposed development will include a combined maintenance-office building, paved parking area, 280 yard driving range, short shot practice range, and practice putting green. The development will have a NCDOT approved driveway off of Coleridge Road and Coleridge Road is designated as a thoroughfare and is capable of accommodating the traffic. The Land Use Plan Map recommends general residential development for the subject property. The addition of a recreational facility in a rural setting and adjacent to a soccer complex is encouraged.

Staff recommends approval of the special use permit with the following conditions:

- Erosion Control Permit from NCDENR prior to notice to proceed on site work
- Driveway Permit from NCDOT prior to site plan approval
- Site plan approval from Planning Department prior to the issuance of a zoning permit
- Septic Permit from Chatham County Environmental Health prior to issuance of a zoning permit

Please note that you may add conditions based on guidelines set by section 55

**Board action is requested at this time.**

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**Discussion**

Planning Chairman Jimmie Pugh declared the public hearing *open* and swore in Bill Brooks, Clint Fields, Charles Eliason, Eddie Suits, and Jack Meadows.

Don Tarkenton voiced concerns about West Third Street being less than 300 yards from tee boxes.

Mr. Brooks explained the outer limit of any ball is 260 to 280 yards and this is a practice facility. He also stated his hours of operation will be 10:00 am to 10:00 pm and 1:00 to 6:00 pm on Sunday. He explained that the noise would not be a factor and the exterior lighting will be directed away from vehicular traffic.

Charles Eliason reviewed with the board the proposed layout and site description of the driving range. He stated a tree survey has been completed and a type A screening is required along the western boundary and a landscaped buffer is proposed along the southern boundary. There is no screening required along the remaining boundaries.

Mr. Pugh directed the board to their worksheet to go through each finding.

- I. The application was complete.  
*Motion made by Larry Cheek, Larry Mendenhall seconded, and majority approved.*
- II. The application complies with all applicable requirement of Unified Development Ordinance.  
*Motion made by Larry Mendenhall, Harold Hart seconded, and majority approved.*
- III. If the permit is granted, it will be subject to the following conditions:
  - 1) Erosion Control Permit from NCDENR prior to notice to proceed on site work
  - 2) Driveway Permit from NCDOT prior to site plan approval
  - 3) Site plan approval from Planning Department prior to the issuance of a zoning permit
  - 4) Septic Permit from Chatham County Environmental Health prior to issuance of zoning permit
  - 5) Record Special Use Permit with Chatham County Register of Deeds prior to proceed on site work*Motion made by Larry Cheek, Don Tarkenton seconded, and majority approved.*
- V. The permit is granted with the above conditions.  
*Motion made by Larry Cheek, Don Tarkenton seconded, and majority approved.*

**Agenda Item V**

**Other Business**

With no further business, Leota Thompson made a motion for adjournment at 8:55 p.m., a second from Larry Mendenhall followed by unanimous consent.

  
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Jimmie Pugh, Chairman

ATTEST:  
  
Dee Lee Thompson, Recording Secretary

**Board of Adjustment Meeting Minutes  
March 10, 2003**

The Siler City Board of Adjustment met on Monday, March 10, 2003 at 8:57 p.m. in the Siler City Court Room at City Hall. Minutes of February 10, 2003 meeting were unanimously approved by a motion from Don Tarkenton and seconded by Cindy Bray.

**Members Present**

Jimmie Pugh, Chairman  
Don Tarkenton, Vice Chairman  
Leota Thompson  
Jeff C. Brewer  
Cindy B. Bray  
Larry Mendenhall  
Larry Cheek  
Richard Caviness, Alternate  
Harold Hart, Alternate

**Members Absent**

**Staff Present**

Jack Meadows, Planning Director  
Joel J. Brower, Town Manager  
William C. Morgan, Town Attorney

**BUSINESS SESSION**

**Agenda Item III**


**Other Business**

Jimmie Pugh, Chairman reported there were no business items to be heard tonight.

Larry Cheek made a motion for adjournment at 8:58 p.m., a second from Larry Mendenhall followed by unanimous consent.

  
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Jimmie Pugh  
Chairman

ATTEST:

  
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Dee Lee Thompkins  
Recording Secretary

**Board of Adjustment Meeting Minutes  
September 8, 2003**

The Siler City Board of Adjustment met on Monday, September 8, 2003 at 7:00 p.m. Jimmie Pugh called the meeting to order and Larry Cheek gave the invocation. Minutes of the March 10, 2003 meeting were unanimously approved by a motion from Larry Mendenhall and seconded by Don Tarkenton.

**Members Present**

Jimmie Pugh, Chairman  
Don Tarkenton, Vice Chairman  
Leota Thompson  
Larry Mendenhall  
Larry Cheek  
Richard Caviness, Alternate  
Harold Hart, Alternate

**Members Absent**

Jeff Brewer  
Cindy Bray

**Staff Present**

Jack Meadows, Planning Director  
Joel J. Brower, Town Manager  
T. C. Morphis, Attorney

**BUSINESS SESSION**

**Agenda Item III**

**Special Exception Permit Request**

**A. SUP-001-03 – Billy and Brenda Williams**

Mr. Meadows reported that Billy and Brenda Williams have plans to add a living area and carport to their existing home. The home is located at 140 Hinshaw Street. Hinshaw Street is located off of Piney Grove Church Road, just before the exit ramp onto US 421 Bypass. The applicants proposed addition will not meet the required side building setback (15 feet) for the R-20 zoning district. The applicant is requesting a 50% reduction along the northern property line, thus allowing for a 7.5 foot side building setback.

Mr. Meadows explained the proposed exception is in conformity with all officially adopted plans. The existing home is a conforming residential use and has existed for at least three years. The addition will be at least 10 feet from any other structure. The applicant has submitted a completed application, sketch plan, and petition.

Staff recommends approval of the special exception permit with the following condition:

- Must submit septic approval from Chatham County Environmental Health prior to zoning permit approval.

Board action is requested at this time.

**Discussion**

Planning Chairman Jimmie Pugh declared the public hearing open. No one was present with comments, and the hearing closed

Larry Cheek asked if all adjoining property owners were notified. Mr. Meadows explained that letters were sent to all adjoining property owners and reviewed with Mr. Cheek, the memo that pertained to the adjoining property owners.

With no further discussion, Mr. Pugh directed the board to their worksheet to go through each finding.

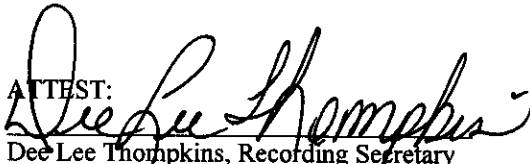
- I. The application was complete.  
*Motion made by Don Tarkenton, Larry Cheek seconded, and majority approved.*
- II. Required Findings.
- (1) Will not create a threat to the public, health, or safety.
  - (2) Will not adversely affect the value of adjoining or neighboring properties.
  - (3) Will be in harmony with the area in which it is located.
  - (4) Will be in conformity with the land-use plan, thoroughfare plan, or other plan officially adopted by the Town Board
  - (5) The existing primary building is a conforming residential use and has existed for at least three (3) years prior to this application.
  - (6) The request does not exceed 50% of the required setback from a lot boundary line.
  - (7) The request is not less than five (5) feet from a lot line boundary.
  - (8) The proposed building will not be located closer than ten (10) feet to an existing building.
- A motion was made by Don Tarkenton to approve one thru eight of the required findings, Larry Mendenhall seconded, and majority approved*
- III. If the permit is granted, it will be subject to the following condition:
- 1) Must submit septic approval from Chatham County Environmental Health prior to zoning permit approval.
- Motion made by Larry Cheek, Harold Hart seconded, and majority approved.*
- IV. The permit is granted with conditions.  
*Motion made by Donald Tarkenton, Larry Mendenhall, seconded, and majority approved*
- V. The applicant shall complete the development strictly in accordance with the plans submitted to and approved by this Board. Any significant deviations from the permit issued will require the submittal of a new application.

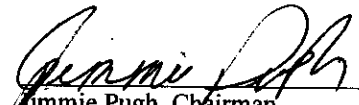
**Agenda Item V**

**Other Business**

With no further business, Larry Mendenhall made a motion for adjournment at 7:15 p.m., a second from Harold Hart followed by unanimous consent.

ATTEST:

  
Dee Lee Thompkins, Recording Secretary

  
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Jimmie Pugh, Chairman

**Board of Adjustment Meeting Minutes  
November 10, 2003**

The Siler City Board of Adjustment met on Monday, November 10, 2003 at 7:00 p.m. Jimmie Pugh called the meeting to order and Larry Cheek gave the invocation. Minutes of the September 8, 2003 meeting were unanimously approved by a motion from Don Tarkenton and seconded by Richard Caviness.

**Members Present**

Jimmie Pugh, Chairman  
Don Tarkenton, Vice Chairman  
Leota Thompson  
Jeff Brewer  
Larry Mendenhall  
Larry Cheek  
Richard Caviness, Alternate  
Harold Hart, Alternate

**Members Absent**

Cindy Bray

**Staff Present**

Jack Meadows, Planning Director  
Joel J. Brower, Town Manager  
William C. Morgan, Town Attorney

**BUSINESS SESSION**

**Agenda Item III**

**Special Exception Permit Request**

**A. SEP-002-03 – Mike and Marlene Williams**

Mr. Meadows reported that Mike and Marlene Williams have plans to construct an accessory structure (covered and enclosed storage shed) in the rear yard on an existing cement pad. The subject property is located at 905 Woodland Drive. Woodland Drive is located in Homewood Acres. He explained that the existing cement pad does not meet the required side yard building setback (15 feet) for the R-20 zoning district. The applicant is requesting a 50% reduction along the eastern property line, thus allowing for a 7.5 foot side building setback.

Mr. Meadows stated the proposed exception is in conformity with all officially adopted plans. The existing home is a conforming residential use and has existed for at least three years. The addition will be at least 10 feet from any other structure.

Mr. Meadows informed the board that the applicant has submitted a completed application, sketch plan, and petition. The petition was signed by all property owners entitled to receive notification, except for Chris & Janice Warfford, Pat Perry, RA & Virginia Richardson, and Mary Nance. The petition states that the adjoining property values will not be adversely affected by a reduction in the side yard building setback. The petition shall be sufficient evidence from which the board may (but shall not be required to) make the required finding. The board may also make the required finding based on other competent evidence.

Staff recommends approval of the special exception permit.

**Board action is requested at this time.**

**Discussion**

Planning Chairman Jimmie Pugh declared the public hearing *open* and swore in Mike Williams.

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Mr. Pugh asked Mr. Williams why did he not get all of his adjoining property owners to sign his petition. Mr. Williams responded that he was not able to contact the other adjoining property owners. Mr. Meadows stated that he had not received any comments from any of the surrounding property owners.

With no further discussion, Mr. Pugh directed the board to their worksheet to go through each finding.

- I. The application was complete.  
*Motion made by Larry Cheek, Jeff Brewer seconded, and majority approved.*
- II. Required Findings.
  - (1) Will not create a threat to the public, health, or safety.
  - (2) Will not adversely affect the value of adjoining or neighboring properties.
  - (3) Will be in harmony with the area in which it is located.
  - (4) Will be in conformity with the land-use plan, thoroughfare plan, or other plan officially adopted by the Town Board
  - (5) The existing primary building is a conforming residential use and has existed for at least three (3) years prior to this application.
  - (6) The request does not exceed 50% of the required setback from a lot boundary line.
  - (7) The request is not less than five (5) feet from a lot line boundary.
  - (8) The proposed building will not be located closer than ten (10) feet to an existing building.

*A motion was made by Don Tarkenton to approve one thru eight of the required findings, Jeff Brewer seconded, and majority approved*

- III. The permit is granted.  
*Motion made by Jeff Brewer, Larry Mendenhall seconded, and majority approved*
- V. The applicant shall complete the development strictly in accordance with the plans submitted to and approved by this Board. Any significant deviations from the permit issued will require the submittal of a new application.

**Agenda Item V**

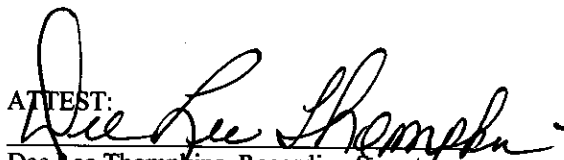
**Other Business**


Mr. Meadows passed out and reviewed with the members the Rules Of Conduct For Members from The Zoning Board of Adjustment in North Carolina Book.

Larry Cheek told everyone that he would be resigning the Planning Board since he had been elected to the Town Board of Commissioners. He stated that he had enjoyed serving on the Planning Board. The members thanked Mr. Cheek for his service and wished him good luck with his appointment of Commissioner.

With no further business, Jeff Brewer made a motion for adjournment at 7:20 p.m., a second from Larry Cheek, followed by unanimous consent.

ATTEST:

  
Dee Lee Thompson, Recording Secretary

  
Jimmie Pugh, Chairman