

**TOWN OF SILER CITY PLANNING BOARD**

The Siler City Planning Board met in Regular Session on **Monday, October 12, 2020** at 6:30 pm in City Hall Courtroom and remote electronic meeting conducted by simultaneous communication via Zoom with Chair Hudson presiding. Parks gave the invocation and Hudson led the Pledge of Allegiance. Meadows recited the Town of Siler City Mission Statement and Vision Statement.

**MEMBERS PRESENT:** Albert Alston, Garrett Frank, Butch Hudson, Linda Kolpack-Martindale, Randy Parks

**MEMBERS PRESENT REMOTELY:** Ann Radcliffe at 6:30

**OTHER REMOTE ATTENDEES:** Curtis Brown at 6:30 pm – 7:14 pm, Jeff Hochanadel at 6:30 pm – 7:00 pm, Cliff Lawson at 6:30 pm

**MEMBERS ABSENT:** Henry Smith Jr.

**TOWN STAFF PRESENT REMOTELY:** Town Attorney William Morgan at 6:30 pm

**TOWN STAFF PRESENT:** Planning Director Jack Meadows, & Permit Specialist Justin Bridges

**APPROVAL OF AGENDA**

***A motion to approve the agenda was made by Parks and seconded by Kolpack-Martindale and unanimously approved.***

**CONSENT**

***A motion to approve the consent agenda which includes, September 14, 2020 Minutes was made by Kolpack-Martindale, seconded by Alston and unanimously approved.***

**NEW BUSINESS**

a) **UDO Amendment – detached unenclosed carport setback requirements**

Town of Siler City proposes text amendments to §171 Accessory Building Setback Requirements (detached unenclosed carport) of the UDO. The item was first discussed with Town staff during a conversation with Jimmy Rickman (owner of 302 W. Cardinal St.). Town staff shared the item with the Planning Board, and the Planning Board initiated the proposed amendment at the September 2020 meeting.

***Parks made a motion, seconded by Kolpack-Martindale and unanimously approved that the text amendment is approved and consistent with the adopted land development plan and any other officially adopted plan because the land development plan recommends: Amend ordinances as needed to accommodate uses or situations that arise and are not clearly covered by existing ordinances. Amend ordinances as needed to address changes in physical, social, or environmental circumstances that make existing regulations unnecessary, outdated, or obsolete. Modify the development ordinances to be more user-friendly where possible.***

b) **UDO Amendment – traffic impact analysis and pervious gravel or grass surfaces**

Town of Siler City proposes text amendments to §196 Entrance to Streets (traffic impact analysis), §282 Required Widths of Parking Area Aisles and Driveways (traffic impact analysis), §284 Vehicle Accommodation Area Surfaces (pervious gravel or grass surfaces), Appendix B (Specifications on Driveway Entrances), Appendix D (Vehicle Accommodation Area Surfaces), and Appendix L (Traffic

Impact Analysis) of the UDO. The amendments related to traffic impact analysis (TIA) were first discussed during Town Board meetings regarding E. 3<sup>rd</sup> St. closing petition and the affordable housing project on Campus Dr. Town staff gathered TIA policies from other communities and shared it with the Planning Board. The amendments related to pervious gravel or grass surfaces were first discussed with Town staff during pre-development conversations for the Depp River Missionary Baptist Association facility on Stockyard Rd. The development team designing the facility shared information with Town staff, which was then shared with the Planning Board. The Planning Board initiated the proposed amendments at the September 2020 meeting.

***Kolpack-Martindale made a motion, seconded by Frank and unanimously approved that the text amendment is approved and consistent with the adopted land development plan and any other officially adopted plan because the land development recommends: Amend ordinances as needed to accommodate uses or situations that arise and are not clearly covered by existing ordinances. Amend ordinances as needed to address changes in physical, social, or environmental circumstances that make existing regulations unnecessary, outdated, or obsolete. Modify the development ordinances to be more user-friendly where possible.***

#### DISCUSSION

a) UDO Amendment – satellite parking

This was initiated by a development team and staff is bringing this to the Planning Board for discussion. The Towns current satellite parking regulation is 400'. UDO examples of satellite parking from other NC towns were given as background research for comparison. The idea here is to provide more flexibility with parking spaces. 400' was on the lower end of the NC town comparisons from the Board packet concerning satellite parking radius. The Wren Family is the developer that will need additional footage for satellite parking for a current Downtown residential project. They have a property Downtown across the railroad tracks that they can put a parking lot in but which would go beyond the Towns current satellite radius parking. It was noted that an increase from 400' to 600' would help this development achieve its parking goals Downtown and is also a common number from the research shown in other NC Towns. The Board agreed that staff should start writing something up to bring back for further discussion. The question of the tax value on Downtown residential and nonresidential properties was also raised.

b) UDO Amendment – minor subdivision definition

The Towns definition is the creation of a total of no more than four lots including the remaining portion. It was noted that no matter the number, if you put in public water and sewer and you put in public roads it is a major subdivision. Research was shared with the Board from more than 20 Towns in NC as to what their definition of a minor subdivision is. The Board was asked, what level do you want staff to approve, do you want to move the bar? Three is the number now. Example question: Do we want to have a five-lot subdivision have to go through conditional approval before the Town Board or have staff approve it? Thirteen was mentioned as a trigger already in place for many major subdivision requirements, and as a potential number to be used when defining minor or major subdivisions. That being, up to twelve lots for minor subdivisions with staff approval. The Planning Board had no problem with thirteen being the number that would trigger Town Board approval and which would delineate a minor subdivision from a major subdivision. Staff agreed to write something up for this.

c) UDO Amendment – number of dwelling units that require zoning, special use, and conditional approval

Current staff approval is four, five to twelve is Board of Adjustment, and thirteen or more is Town Board. Staff asked the Board what they thought about one to twelve as staff approved, and thirteen or more goes to the Town Board. The comparisons provided from other NC towns show that administrative approvals have much higher numbers than Siler City. There was agreement on thirteen as a Town Board trigger, and staff said they can write something up and eliminate the need for special use permits.

d) Town Code – noxious weeds and similar nuisances

Siler City's current high grass trigger for a Notice of Violation is 8 inches. Research from across NC shows that 12 inches is a median number for this trigger and that the Towns current number is on the lowest end allowed before a violation. During the conversation 1203 S. Second Avenue was mentioned as a lot that has a potential high grass violation. The Board agreed that the Towns high grass NOV trigger should not be 8 inches but raised to 12 inches. Further discussion will happen.

**PLANNING DIRECTORS REPORT**

a) Member Roster

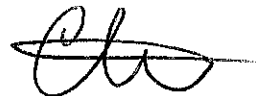
Bill Milholen & Caleb Reeves have resigned from their position on the Planning Board. There are currently two open positions; one in Town alternate and one ETJ alternate. The Planning Director will send out a list of former Planning Board members so that conversations can be had to see if any of them would be interested in serving again.

b) Monthly Report

Was mentioned as included in the Board packet for reading. Frank requested to receive the Zoom invite for the Economic Development Strategic Plan Steering Committee meetings.

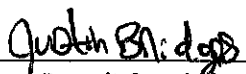
**ADJOURNMENT**

*A motion to adjourn at 7:52 p.m. was made by Frank, seconded by Parks and unanimously approved.*



Butch Hudson, Chair

ATTEST:

  
Justin Bridges, Permit Specialist