

PLANNING ZONING BOARD

Tuesday, September 17, 2013

The Planning & Zoning Board held its regular meeting on Tuesday, September 17, 2013 at 7:00 p.m. in the Council Chambers of the Graham Municipal Building. Board members present were Dean Ward, Ricky Hall, Bill Teer, Andy Rumley, Bonnie Blalock, and Tim Beshel. Michael Benesch was absent. This was a joint meeting with City Council. City Council members present were Mayor Jerry Peterman, Mayor Pro Tem Jimmy Linens, Chip Turner, Lee Kimrey and Jim Albright. Staff members present were Frankie Maness, City Manager, Melissa Guilbeau, City Planner, Kaitland Finkle, Planning Intern, Abby Burgess, City Clerk, and Martha Johnson, Zoning/Inspections Technician.

Chairman Andy Rumley called the meeting to order and explained the function of the Board.

Mayor Jerry Peterman called the City Council meeting to order.

Invocation was given by Ricky Hall.

1. Ricky Hall made a motion for approval for the August 20, 2013 Planning Board minutes, second by Bonnie Blalock. All Planning Board members voted in favor.

2. Text Amendment for Board of Adjustment Statute requested by staff to amend Article IV, Division 4 of the *Development Ordinance* due to changes to the state statute governing zoning boards of adjustment. Kaitland Finkle, Planning Intern explained the purpose and nature of the amendments. Ricky Hall made a motion for approval, second by Tim Beshel. All Planning Board members voted in favor.

3. Text Amendment for Subdivisions and Site Plans requested by staff to amend the *Development Ordinance* to replace "Article VIII. Subdivision Regulations" with "Article VIII. Subdivisions and Site Plans," add "Appendix C. Street Standards," and make amendments to nine other sections to conform with changes. City Planner Melissa Guilbeau explained that several suggestions have been made to amend various sections of Article VIII of the *Development Ordinance*. Ms. Guilbeau presented the proposed new Article VIII, titled "Subdivisions and Site Plans". The new Article VIII includes three divisions: one for subdivision procedures, one for site plan procedures, and one for subdivision and site plan standards. Melissa Guilbeau presented flow charts and a comparison table to simplify the proposed changes.

The first proposed division was the subdivision procedures. There was much discussion of the extent of completion of street improvements before recording the final plat. Chris Foust, a developer who attended the meeting, had some input concerning the subdivision procedures. Ricky Hall suggested changing the sunset of an approved preliminary subdivision plan to 3 years with the option to extend for another 3 years to match the time frame for a surety. Lee Kimrey suggested rewording the section about revoking the certificates of occupancy in section 10.339 (D6). Melissa Guilbeau agreed it was a possible misuse of words and she would look into it.

The second proposed division was the site plan procedures. Ms. Guilbeau explained that most of this section would be new language but is just putting into code what was currently being done in practice. Lee Kimrey stated that under the proposed administrative amendments portion of Section 10.347, an adjacent property owner was entitled to appeal. But he asked if the applicant was denied with current changes in place, if they would be able to appeal. Ms. Guilbeau said she would look into the process.

The third division is the subdivision and site plan standards. In general, division three is reorganizing and

putting into code what is already being done in practice.

The next portion discussed the proposal to add “Appendix C. Street Standards.” The general standards and requirements are existing. There is currently only one residential street standard in existence and three are being proposed. The commercial and industrial streets currently have no street standard and three types are being proposed. There are currently no street standards for avenues. Since avenues serve so many functions and contexts, there are a number of possibilities of potential cross sections proposed.

Melissa Guilbeau gave a brief overview of the proposed amendments to the nine other sections of the *Development Ordinance* that are necessary due to the changes proposed in the new Article VIII.

Andy Rumley thanked the staff for all of the hard work they had done on these text amendments.

Ricky Hall made a motion to table the text amendment for subdivisions and site plans, second by Bonnie Blalock. All Planning Board members voted in favor to table this item. Andy Rumley mentioned a possibility for the Board to have a work session before the next Planning meeting.

Mayor Jerry Peterman made a motion to adjourn the City Council Meeting, seconded by Council Member Jim Albright. All City Council members voted in favor of the motion.

There being no further business Andy Rumley adjourned the Planning Board Meeting.

Respectfully Submitted,
Martha Johnson
Inspections/Zoning Technician