



City of Graham Planning Board

Meeting Agenda

October 20th, 2026, at 6:30
PM Council Chambers,
Graham City Hall

1. Meeting called to order.
2. Roll Call and confirmation of quorum.
3. Pledge of allegiance and moment of silence or invocation.
4. Overview of board and general meeting rules.
5. Approval of the September 15, 2026, meeting minutes.
6. New Business
 - a. RZ2604: 1208 South Main B-2
 - b. AM2604: Vehicle Sales Use Amendment
7. Public comment on non-agenda items.
8. Staff comment.
9. Adjournment.

Overview of Planning Board and General Meeting Rules

The City of Graham Planning and Zoning Board is an advisory board to the Graham City Council. It considers and makes recommendations to the Council regarding any requests for changes to zoning assignments, and as such, City Council is the final arbiter of approval/disapproval.

Meetings are conducted according to the written, published agenda. Individuals who wish to speak concerning any of the requests to be considered will be given opportunity during the public comment period for each item. Please signify by raised hand your desire to speak, and the meeting moderator (typically the board chair or vice chair in the chair's absence) will recognize you. Please come to the podium, state your name and address, and voice your comment. The time limit for comments is three minutes but may be extended by the moderator to allow questions from the board. Please maintain a respectful and civil demeanor with all comments and responses to questions. The meeting moderator will signal when an individual's time has expired and will call for the next commenter. If an individual does not respect the time limit, speaks out from the audience without being recognized by the moderator, or is disrespectful of the board, they will be subject to removal from the meeting. Once the public comment period has been closed by the moderator, further comment from the audience will be deemed out of order, and individuals not respecting this will be subject to removal.



PLANNING BOARD MINUTES

Tuesday, September 15th, 2026

The Planning & Zoning Board held its regular meeting on Tuesday, September 15th, 2026. Members present were Chad Huffine, Elizabeth Kirkpatrick, Vice Chair John Wooten, Tony Bailey, Chair Dean Ward and Richard Shelvin. Absent member Michael Benesch. Staff members present were Planner Jonathan Buckley and Zoning Enforcement Officer Jenni Bost.

1. Meeting called to order at 6:30 p.m. by Chair Dean Ward
2. Roll Call and confirmation of quorum.
3. Pledge of allegiance and moment of silence or invocation.
4. Overview of board and general meeting rules.
5. Approval of the meeting minutes for the August 18, 2026. Chad Huffines made the motion to approve minutes and Dean Ward made the second. All voted Aye.
6. New Business

a. **CR2602: White Rock Estate C-R**

Chad Huffine asked to be recused because he is working with WACA properties. Chair Dean Ward made the motion to allow Chad Huffine to be recused from this vote, Vice Chair John Wooten made the second. All voted aye. Jonathan Buckley gave the staff report. Michael Watkins, CEO of Waca Properties, 940 Dickerson Drive, Troy OH 45373. Mr. Watkins spoke about the project and gave more details about the revised plan. Chad Huffine, 505 East Davis St, also came up to speak as he is the civil engineer for this project. Chad Huffine gave details about the provisions they had made for utilities, off-street parking and for density relative to the existing zoning. The following people spoke against this project:

Page Cook	1202 Hanford Rd
Mildred Huey	1170 Hanford Rd
Alvis Webster	364 W Moore St

Mr. Michael Watkins came back up and gave some closing statements and comments. Mr Tom Boney, 114 W Elm St, Graham NC came forward and asked a couple of questions about the project. Chad Huffine came back up and answered more questions from the Planning Board. Chair Dean Ward closed the public hearing. The Board discussed among themselves.



Chair Dean Ward made a motion to approve this request for rezoning the property under conditional rezoning for GPIN# 8873964303. Rezoning this property would be consistent with the Suburban Residential land use areas and consistent with policies 4.3.1, 5.1.2, and 5.2.1, as put forth by the Graham 2035 Comprehensive Plan with the following conditions:

Planning Board motioned to approve the rezoning from R-18 (Low Density Residential) to C-R (Conditional Residential) with the following proposed conditions:

- A minimum 8-foot tall privacy fence shall be installed along the east and west property lines, starting from the entrance gate and continuing to the shoreline of the pond on both sides.
- The above fence shall also be installed around the sewer pump station.
- A vehicular turn-around shall be installed at the entrance prior to the gate.
- All proposed conditions by the applicant shall be incorporated.

Vice Chair John Wooten made the second motion. All voted aye.

Elizabeth Kirkpatrick made a motion to bring Chad Huffine back to the meeting. Chair Dean Ward made the second. All voted aye.

b. CR2501: 311 Cheeks Lane C-B

Jonathan Buckley gave the staff report. This is a request to rezone a .72 acre lot at 311 Cheeks Lane from R-18 (Low Density Residential) to C-B (Conditional Business) for the purpose of developing a parking lot for their overflow parking at the school. Paul Koonts, 304 Travis Lane, Gibsonville NC came forward to speak about the project. Tom Boney came forward and had a question about this project. Jeff Dishman, 2117 Brucewood Road, Haw River NC (Principle of River Mill) came forward and gave some additional details about this project. Chair Dean Ward closed the public hearing. The board discussed among themselves. Vice Chair John Wooten made a motion to approve this request to re-zone this property. The rezoning of the property would be consistent with the Suburban Residential Land Use type and policies 2.3.2 and 2.2.1, as put forth by the Graham 2035 Comprehensive Plan. Elizabeth Kirkpatrick made the second. All voted aye.

c. AM2604: Vehicle Sales Use Amendment

Jonathan Buckley gave staff report. The Board discussed among themselves. Tom Boney came forward and asked a couple of questions. Michael Wescott, 1351 Lamb Rd, Snow Camp NC. He came forward and



made a few statements about this issue. Chad Huffine made a motion to table this item, Elizabeth Kirkpatrick made the second. All voted aye.

Chair Dean Ward asked Jonathan Buckley to pull the advertising ordinance and to put some language in the ordinance saying that if anything is changing city wide that it has to be advertised in the Planning Board.

September is time to elect a new Chair and Vice Chair. Vice Chair John Wooten made the first motion to nominate Dean Ward to the Chair, Chad Huffine made the second. All voted aye. Chad Huffine made a motion to nominate John Wooten to Vice Chair, Chair Dean Ward made the second. All voted aye.

7. Public comment on non-agenda items- None

9. Adjournment— Chair Ward made motion to adjourn. Tony Bailey made the second. All voted Aye.

Meeting Adjourned at 8:38 p.m.

Respectfully submitted this day 21st September, 2026
Jenni Bost



STAFF REPORT

Prepared by Jonathan Buckley, Planner

**1208 S Main & 102 Andrews Avenue B-2
(RZ2604)**

Type of Request: Rezoning

Meeting Dates

Planning Board: October 20th, 2026

City Council on November 10th, 2026

Contact Information

Michael Farlow



Summary

This is a request to rezone a 0.24-acre lot at 1208 South Main Street from R-12 (Medium Density Residential) and a 0.55-acre lot at 102 Andrews Avenue from R-18 (Low Density Residential) both to B-2 (General Commercial) for the purpose of recombining these parcels with 1204 South Main Street and selling the properties for future commercial use. 1208 South Main also falls under the Highway 87 Overlay District and is classified under the Commercial Corridor Land Use category which supports the use of commercial growth of strategically located clusters within the NC-54 and NC-87 corridors. 102 Andrews Avenue falls under the Suburban Residential Land Use category which supports low-impact supporting uses within designated neighborhood centers, including small professional offices, live-work units and similar neighborhood-oriented commercial activities, provided they don't generate excessive traffic or parking. Uses surrounding the property include IT and medical offices, convenience stores, vacant land, and single-family homes.

Location

1208 S. Main Street & 102 Andrews Avenue

GPIN:

8883351819 & 8883352966

Current Zoning

R-12 & R-18 (Medium & Low Density Residential)

Proposed Zoning

B-2 (General Commercial)

Overlay District

South Main/Highway 87 Overlay

Surrounding Zoning

B-2, R-18 and C-MXR

Surrounding Land Uses

Offices, vacant, single family, and convenience stores.

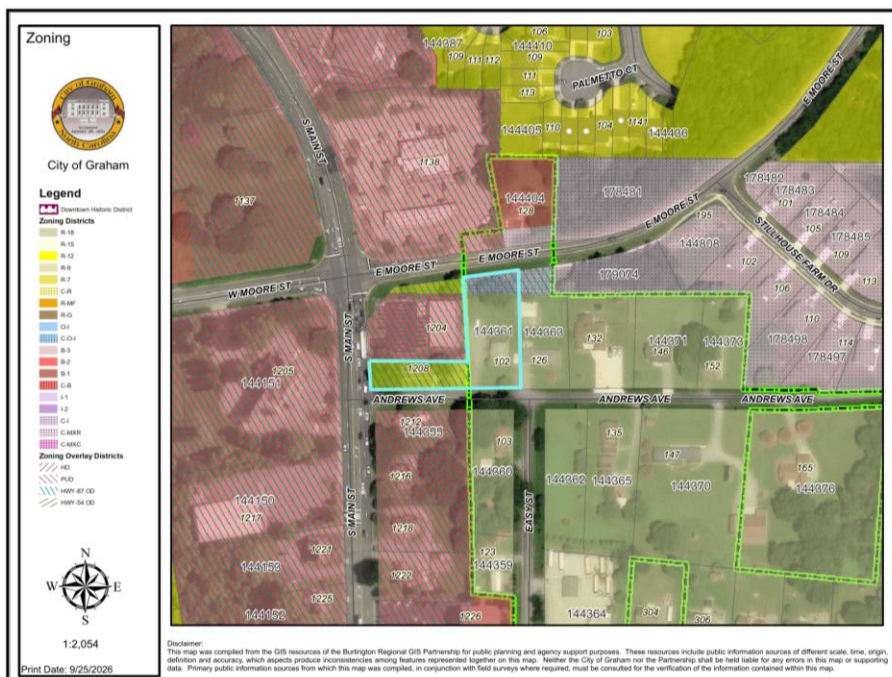
Size

0.79 acres

Public Water & Sewer

Yes for 1208 S. Main; Neither for 102 Andrews Avenue.

Floodplain No



Zoning



City of Graham

Legend

Downtown Historic District

Zoning Districts

- R-18
- R-15
- R-12
- R-9
- R-7
- C-R
- R-MF
- R-G
- O-I
- C-O-I
- B-3
- B-2
- B-1
- C-B
- I-1
- I-2
- C-I
- C-MXR
- C-MXC

Zoning Overlay Districts

- HD
- PUD
- HWY-87 OD
- HWY-54 OD



1:2,054

Print Date: 9/25/2026



Disclaimer:

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FLUM



City of Graham

Legend

- Streets
- Parcels

Future Land Use

- Downtown District
- Mixed Use Commercial
- Education District
- Employment District
- Industrial / Warehousing
- Mixed Use Residential
- Downtown Residential
- Suburban Residential
- Commercial Corridor
- Rural Residential

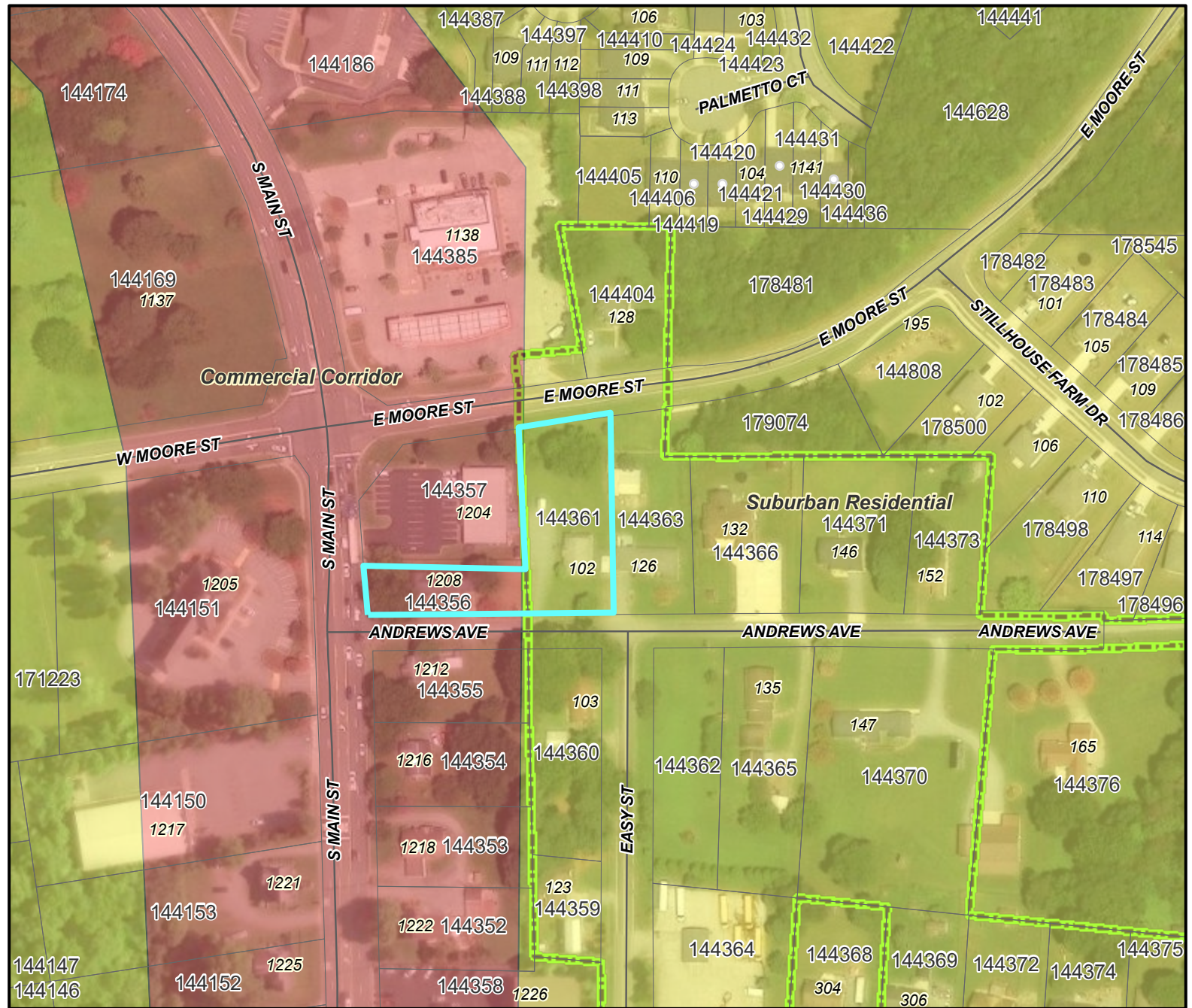
ALAM_INTEREST_POINT

- Airport
- Cemetery
- Education/School
- Fire Station
- Government Office
- Historic/Museum
- Jail
- Library



1:2,054

Print Date: 10/8/2026



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Conformity to the *Graham 2035 Comprehensive Plan (GCP)* and Other Adopted Plans

Applicable Policies and Strategies:

- The Future Land Use Map provides direction for land use changes in Graham over time. **Future land use designations provide information on where and how to grow in an efficient, sustainable, and orderly manner.** Physical form is a critical component of future growth and this section addresses development patterns in Graham. The Future Land Use Map follows several growth principles, and will guide the City's land use decisions.

Strategies

- 2.1.5: **Reduced barriers:** Work with local businesses and economic development partners to identify and address unnecessary barriers to local business development.

Policies

- 2.2.1: **Focused development.** In order to maintain Graham's affordability and promote growth, the City will facilitate smart growth development by promoting infill development and focused, walkable, and mixed use, built environments.
- 2.3.2: **Innovative Spaces, Spaces of Innovation.** Graham promotes the development of flex space, live-work units, and adaptive structures for office, retail, and light industry.
- 2.3.3: **Retail Centers.** Because of market limitations on the amount retail space the City can viably support, Graham promotes retail within focused centers of activity that will host a large variety of small retail spaces while generally discouraging sprawling isolated retail that does not promote a cohesive urban fabric.

Staff Recommendation

Based on the Graham 2035 Comprehensive Plan and the City of Graham Development Ordinance, staff provides the following statement:

- Rezoning these properties would be consistent with the Commercial Corridor land use type and furthers strategy 2.1.5 and policies 2.2.1, 2.3.2 and 2.3.3 as put forth by the Graham 2035 Comprehensive Plan.
- That said, rezoning would be inconsistent with the Suburban Residential land use type by allowing commercial uses permitted in the B-2 General Commercial district which may undermine the single-family character of neighborhoods and generate excessive traffic and parking.



STAFF REPORT

Prepared by Jonathan Buckley, Planner

Text Amendment for:

Type of Request: Text Amendment for Vehicle Sales.

Meeting Dates

Planning Board on September 15 and October 20, 2026

City Council on November 10, 2026

Contact Information

On Behalf of Planning Staff from Council Request

Summary

City Council has requested Staff to address the lack of regulation for the Vehicle Dealers/Rentals (new and used) land use type inside of the Development Ordinance and update it. Prior to the update, the use was permitted by right in the B-2, I-1 and I-2 districts with no additional regulations associated with it. The use was also permitted by condition in the C-B, C-I and C-MXC districts. This amendment will provide additional standards for this use type in the districts where it can be approved by-right, which it now must meet to be approved. All the supporting documentation has been provided to you in your agenda packets for discussion.

Project Name

Text Amendment for Vehicle Dealers/Rentals (New and Used)
(AM2604)

Location

city-wide

Current Zoning

not applicable

Proposed Zoning

not applicable

Overlay District

not applicable

Staff Recommendation

Approval

Conformity to The Graham 2035 Comprehensive Plan and Other Adopted Plans

Not applicable.

Applicable Planning District Policies and Recommendations

- Not applicable; city-wide.

Planning District

All

Development Type

All

Staff Recommendation

Based on the comprehensive plan, staff **recommends approval** of the text amendment. The following supports this recommendation:

- The proposed amendment updates the language to provide additional development standards for the Vehicle Dealers/Rentals (New/Used) land use.

Section 10.135

Table of Permitted Uses

Use Type	R-18	R-15	R-12	R-9	R-7	C-R	R-MF	R-G	O-I	C-O-I	B-3	B-2	B-1	C-B	I-1 (Note 19)	I-2 (Note 19)	C-I	C-MXR	C-MXC	LUC
ABC Store (liquor)												X	X	C					C	3
Accessory Uses, See Note 1	X	X	X	X	X	C	X	X	X	C	X	X	X	C	X	X	C	C	C	3
Office Space, Less than 5 employees									X	C	X	X	X	C	X			C	C	3
Office Space, More than 5 employees									X	C		X	X	C				C	C	3
Alteration, Clothing Repair											X	X	X	C				C	C	3
Ambulance, Fire, Police, Rescue Station	S	S	S	S	S	C	X	X	X	C	X	X	X	C	X	X	C	C	C	3
Amusement/Water Parks/Fairs/Carnivals												S			S	S	C			4
Animal Hospital/Commercial, with outdoor kennels or runs, provided all runs and pens are at least 50 ft. from any property line												S		C	X	X	C		C	3
Arts and Crafts Studio, See Note 25											X	X	X	C	X			C	C	3
Boutique Shops, No Outdoor Storage									S	C	X	X	X	C	X			C	C	3
Large Items Store (appliances, hardware, furniture)												X	X	C	X		C		C	3
Athletic Fields, See Note 2	S	S	S	S	S	C	S	S	X	C	X	X		C	X	X	C	C	C	1
Auditoriums, Stadiums, and similar facilities where admission is charged or organized athletic events are held, See Note 2							S	S	S			S	S	C	S		C		C	4
Vehicle Accessory and Supply Sales												X		C	X		C	C	C	3
Vehicle assembling, painting, upholstering, rebuilding, reconditioning; body and fender work															X	X	C			4
Vehicle body and fender repair conducted within completely enclosed building												X		C	X	X	C		C	3
Vehicle Dealers/Rentals (new and used), see Note 26												X		C	X	X	C		C	3
Vehicle repair shops, not including body or fender repair												X		C	X	X	C		C	4



23. **Group Care Facilities and Group Homes, Development Standards** – Off-street parking, as required by Section 10.240, shall be located to the side and/or rear of the building. Group Care Facilities and Group Homes should be located in areas where employment, goods and services can readily be reached by a variety of means of transportation. Access to transit, a sidewalk network and/or close proximity to employment, goods, and services are encouraged for approval of a special use permit unless the applicant can satisfactorily demonstrate that the intended residents of the group home or facility do not require this service. For halfway houses, there shall be on-site supervision at all times by persons employed by or volunteers trained by the agency operating the halfway house. Rules of conduct shall be established and enforced by the agency operating a halfway house. These rules shall prohibit the use or possession of drugs, alcohol or weapons, as well as disorderly conduct. *(Section 10.136(23) added 1/8/2013)*

24. **Solar Farms** – Power inverters and other sound producing equipment shall be no less than 150' from any property line. All solar farms shall be enclosed with a minimum of six feet high security fencing. Solar farms shall be constructed with at least a Type C planting yard, and shall abide by higher requirements when applicable. The height of no panel can exceed fifteen feet. A setback of 100 feet is required for any installation adjacent to a residential use or a residentially zoned parcel. Prior to final approval of the electrical permit, a Decommissioning Plan (see definitions) shall be submitted to the City. *(added 2/2/2016)*

25. **Short-Term Rentals** – A Zoning Permit is required to operate the use. No signage advertising the use is permitted on site. All exterior lighting shall be residential in nature. 1 parking space per bedroom is required, not including on-street parking. Overnight occupancy will not exceed two-persons per bedroom. *(added 12/10/2024)*

26. **Development Standards for Vehicle Dealers/Rentals (New/Used)** - Permitted Use by Right B-2, I-1, and I-2.

- a. **Minimum Lot Size:** The minimum lot size shall be two (2) acres in size along Highway 87 and Highway 54. The minimum lot size along all other roadways shall be five (5) acres.
- b. **Location:** Vehicle Dealers/Rentals (New/Used) shall not be located within 250 feet from any residential zoning district. Measured from exterior property lines.
- c. **Parking area:** All required parking spaces and display areas within general traffic circulation areas shall be paved and striped in accordance with the City of Graham Development Ordinance and no cars shall be displayed within a public right-of-way or within access driveways.
- d. **Edge of Display:** Wheel stops, curbs or bollards are required along the exterior parking spaces of the display area to prohibit parking within landscaped areas.
- e. **Lighting:** Any new use of land for Vehicle Dealers/Rentals (New/Used) is required to install lighting and shall conform to Section 10.290 of the City of Graham Development Ordinance. A Lighting plan shall be submitted to and approved by the City Planner for conformity.



- f. Landscaping: Any new use or new construction of land Vehicle Dealers/Rentals (New/Used) is required to install landscaping and shall conform to Article V of the City of Graham Development Ordinance. A Landscaping plan shall be submitted to and approved by the City Planner for conformity.
- g. Building: All new uses are required to have one (1) building on the lot for the sole purpose of conducting sales operations.
- h. Accessory Use: For any accessory automobile service, repair shall be limited to minor automotive repair or routine maintenance only for vehicles sold at that location, occur within an enclosed building, and limit outdoor storage of vehicles awaiting repair to the side or rear of buildings.

