



# Action Minutes: Planning Commission

**Meeting Date:** April 21, 2015

**Members Present:** Neal Bench (Chair), Travis Crayton, Melissa McCullough, Michael Parker, Amy Ryan (Vice-Chair), Buffie Webber, Brian Wittmayer

**Members Absent:** Deborah Fulgheri, **Joint Planning Area Member:** Vacant **Council Member:** George Cianciolo

**Staff Present:** Kay Pearlstein, Gene Poveromo,

Agenda Item	Discussion Points	Motion/Votes/Outcome	Action
<b>Opening Items</b>	<ol style="list-style-type: none"> <li>1. Meeting was called to order at 7:00pm.</li> <li>2. Adoption of April 7<sup>th</sup> 2015 Action Minutes.</li> <li>3. Recognizing the April 15, 2015 Planning Commission meeting.</li> <li>4. Order of items on the Agenda.  The Chair also noted that the Ephesus-Fordham item was rescheduled to the May 5, 2015 meeting.</li> <li>5. Excusing a Commission Member from the meeting at 7:45 p.m.</li> </ol>	<ol style="list-style-type: none"> <li>1. Quorum present</li> <li>2. Michael Parker moved and Travis Crayton seconded a motion to approve the April 7<sup>th</sup>, 2015 Action Minutes noting that the spelling of Travis Crayton last name, under item 5, was incorrect.</li> <li>3. Neal Bench suggested that the Commission post a copy of the minutes from the April 15, 2015 minutes.</li> <li>4. The Planning Commission agreed to consider the New Business items before Old Business.</li> <li>5. In response to a request from Buffie Webber, Neal Bench moved and Travis Crayton seconded a motion to excuse Buffie Webber from the meeting at 7:45 p.m.</li> </ol>	<ol style="list-style-type: none"> <li>1. None</li> <li>2. The motion was approved 7-0.</li> <li>3. Michael Parker agreed to provide a summary of the meeting to be posted to the web page.</li> <li>4. The Agenda was amended.</li> <li>5. The motion was approved 6-0.</li> </ol>

<b>Consent Agenda</b>	No items		
<b>New Business</b>	<p>6. Grace Church Special Use Permit</p> <p>7. Grove Park Special Use Permit Modification</p>	<p>6. Amy Ryan moved and Michael Parker seconded a motion to recommend Resolution A, with an increase in the number of parking spaces from 284 to 300.</p> <p>7. Amy Ryan moved and Brian Wittmayer Parker seconded a motion to recommend Resolution A, with changes to several stipulations and adding four new stipulations.</p>	<p>6. The motion was approved 6 to 0. See attached Recommendation.</p> <p>[Buffie Webber left the meeting prior to the vote and therefore did not vote on this motion]</p> <p>7. The motion was approved 6 to 0. See attached Recommendation.</p>
<b>Old Business</b>	8. Obey Creek Development Proposal - Land Use Management Ordinance Text Amendment, Zoning Atlas Amendment, and draft Development Agreement.	<p>8. The Commission agreed to defer action on the Text amendment and the Zoning Atlas Amendment to the next meeting.</p> <p>Michael Parker moved and Brian Wittmayer seconded a motion to forward to Council the Commission's comments on the Development Agreement (attached).</p>	<p>8. This item is scheduled on the May 5, 2015 agenda.</p> <p>The motion was approved 6 to 0.</p>
<b>Reports</b>	<p>Elkin-Hill Planning Commission Member Liaison</p> <p>Improving the Development Review Process</p>	<p>Due to the late hour, the Commission agree to defer this matter to a future meeting.</p> <p>Brian Wittmayer suggested that the Commission consider this item in July or August, after the Council appoints new Commission members.</p>	<p>This item is scheduled on the May 19, 2015 agenda.</p> <p>The Commission agreed. This item is scheduled on the August 4, 2015 agenda</p>
<b>Adjournment</b>		The Chair announced the meeting adjourned at 10:55 pm.	

## PLANNING COMMISSION

*The charge of the Planning Commission is to assist the Council in achieving the Town's Comprehensive Plan for orderly growth and development by analyzing, evaluating, and recommending responsible town policies, ordinances, and planning standards that manage land use and involving the community in long-range planning.*

### RECOMMENDATION GRACE CHURCH EXPANSION (PROJECT #14-079) SPECIAL USE PERMIT April 21, 2015

**Recommendation:**    **Approval**               **Approval with Conditions**               **Denial**  

**Motion:** Amy Ryan moved and Michael Parker seconded the motion to approve the Special Use Permit Modification with the following change to Resolution A:

- That stipulation #2 be changed to allow 300 vehicular parking spaces rather than 284.

**Vote:**    6-0

Ayes: Neal Bench, Travis Crayton, Melissa McCullough, Michael Parker, and Brian Whittmayer

Issues Raised:

Park and Ride Spaces: Some Commission members stated that the property owner might be interested in charging for the park and ride spaces. The Commission recommended that the applicant discuss this matter with staff.

Prepared by: Neal Bench, Chair, Planning Commission  
Kay Pearlstein, Planning and Sustainability Staff

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### RECOMMENDATION GROVE PARK (aka RESIDENCES AT GROVE PARK) SPECIAL USE PERMIT MODIFICATION April 21, 2015

**Recommendation:**    **Approved**                     **Approval with Conditions**                     **Denied**

**Motion:**            Amy Ryan moved and Brian Wittmayer seconded to recommend approval of Resolution A with the following changes:

**Recommendation:** The Planning Commission voted 7–0 for Resolution A recommending that Council approve the Grove Park Special Use Permit, with the following revisions to existing stipulations (new text underlined, deleted text strikeout):

10. Traffic Calming at North Street and Hillsborough Street: That the applicant provide a ~~payment in lieu of \$60,000 to the Town to install~~ traffic calming devices (e.g. overhead flashing lights) along Hillsborough Street or similar traffic calming measures as determined by the Town Manager prior to issuance of a ~~Zoning Compliance Permit~~ Certificate of Occupancy. ~~If the devices are not installed within in five years of the issuance of a Certificate of Occupancy, upon request by the property owner, the payment in lieu will be returned.~~
  
17. Cross-Access Easement: That the applicant shall provide an access easement to the southern property line for potential future pedestrian ~~and vehicular~~ cross access. That the easement corresponds to the approved LUX cross access easement. The shared path between Grove Park and Lux shall be bike- and pedestrian-only and 10 feet wide as per AASHTO standards. That the easement shall be recorded and approved by the Town Manager and recorded at Orange County Register of Deeds prior to issuance of a Zoning Compliance Permit.

The Recommendation also included adding the following new stipulations:

Pedestrian Crossing(s) on Hillsborough Street: That, prior to the issuance of the first Certificate of Occupancy, the applicant either improve the existing pedestrian crossing on Hillsborough Street at North Street, and, or install an additional pedestrian crossing, at a location to be reviewed and approved by town staff. As determined appropriate by town staff, the improvements may include high visibility crosswalk striping, signage, and pedestrian activated flashing lights.

Motorcycle and Moped Parking Spaces: That a portion of the proposed automobile parking spaces shall be allocated to motorcycle and moped parking.

Bicycle and Pedestrian Signage: That signage should be provided at the MLK Jr. Blvd. driveway alerting motorists to bicycle and pedestrian crossing.

Electrical charging stations: That a portion of the proposed parking spaces shall provide electric infrastructure for electric vehicle charging stations. Such stations shall be clearly designated with signage.

The Commission also agreed to wait for a recommendation from the Housing Advisory Board before commenting on the applicant's affordable housing proposal.

**Vote: 6-0**

**Ayes:** Neal Bench, Travis Crayton, Melissa McCullough, Michael Parker, Amy Ryan, and Brian Wittmayer

**Nays:** None

Prepared by: Neal Bench, Chair, Planning Commission  
Gene Poveromo, Staff