

ALAMANCE COUNTY PLANNING BOARD
REGULAR MEETING MINUTES

Thursday, November 10, 2021

7:00 p.m. – Virtual and In-person; 124 W. Elm Street, Graham, NC

Members Present

Ray Cobb
Bill Poe
Rodney Cheek
Arthur Hall
Lee Isley
Debra Hyder
Vaughn Willoughby
Eric McPherson
Sandy Ellington-Graves

Members Absent

David Spruill
Danielle Walker
Blake Cobb
Gene Brooks
John Paisley

Staff Present

Tonya Caddle, *Planning Director*
Taylor Perschau, *Planner II*
Patrick Scott

I. CALL TO ORDER

Chair of the Planning Board Ray Cobb called the meeting to order at 7:02 pm.

II. ROLL CALL

Staff handled roll call through Zoom log in and in-person roster.

III. APPROVAL OF PLANNING BOARD MINUTES

No meeting minutes were provided this month for review. October meeting minutes will be provided for review and approval when complete.

IV. PUBLIC COMMENTS*

None share at this time. Those members of the public in attendance communicated that they were present to speak to the updated Manufactured Home Park standards and asked the Chair if they might be able to provide comments after the standards were presented.

V. BOARD/COMMISSIONER RESPONSES

No comments to respond to at this time.

VI. NEW BUSINESS

1. Waiver case 2021SW0002 – Request for a waiver of the subdivision requirements for a side lot of 10 feet

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Planning Director Tonya Caddle presented a waiver petition received from James Dearmon for a reduction of the ordinance-established 10' side setback to allow space for a two-car garage on his property at 2872 Springfield Court. The Planning Board reviewed the ordinance language establishing setbacks, language that allows for a waiver to be approved, letters from neighboring property owners stating those owners have no issue with the proposed placement of the garage, and letters from Mr. Dearmon's engineer describing the garage project. Deed information, aerial photos, and surveyed plats were also reviewed in consideration of this petition.

Director Caddle indicated that the staff review did not find that this property presented a particular hardship that would allow staff to offer recommendation of approval for the reduction of the established 10' setback to the requested 7' setback.

Mr. Dearmon presented his request to the Board communicating that the proposed placement is the one that makes the most sense for his property as well as for the drainage considerations of his neighbors. Throughout the discussion, the Board considered whether altering the size and design of the garage or pushing the garage placement towards the rear of the property a few feet would help resolve the setback issue. The Board also inquired whether there might be an option to purchase some property from the neighboring property on the east so as to maintain compliance with the established setbacks.

Additionally, the Board considered that the proposed garage placement might impose constraints on accessing the septic system for service and maintenance needs, reviewed whether restrictive covenants spoke to the issue. Several members of the Board found that a 30% reduction of the existing setback was a substantial ask not readily backed by an established hardship.

Motion to recommend denial of the petition to grant a waiver for setback reduction:

Rodney Cheek

Second: Bill Poe

Vote: unanimous

2. Review of Unified Development Ordinance with updated section 6.7 draft Manufactured Home and Recreational Vehicle/Travel Trailer Parks

Ahead of presenting the details of the RV/Travel Trailer standards that the subcommittee has been working on, Director Caddle shared minor text amendments being made to section 6.12. This section addresses how junk cars are handled in the County and the text amendments reincorporate language from the previous junk car ordinance for clear enforcement measures. One additional text amendment was to remove the requirement that the Planning Department be the one to present all plats to the Register of Deeds. This second text amendment allows the Planning Department to review and sign plats and then

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allow the surveyors or property owners to record plats on their own behalf any day of the week.

Following these minor text amendments, Director Caddle presented the proposed changes to the Manufactured Home Park standard. Proposed changes include creating separate standards for manufactured home parks and recreational vehicle/travel trailer parks. The manufactured home park standards are proposed to stay the same. Some notable differences for RV/travel trailer parks include a reduction of lot size requirements to 2500 square feet, space frontage requirements reduced to 40 feet, increased flexibility for where the required parking spaces can be located, and a 30 feet landscape buffer.

The separation requirement for RV/travel trailer parks that prohibits any new RV/travel trailer parks to be sited within 1000 feet of an existing RV/travel trailer park, school, church, or residence garnered lots of discussion from the Board members and the public in attendance. Ultimately, the Board was unresolved on how this separation requirement would be implemented (where are the measurements taken), the intent that it serves, and whether 1000 feet was the most appropriate distance to be implemented.

After extensive discussion, the Board determined that the standards need to be sent back to subcommittee for further rework, particularly around that 1000 feet separation requirement.

Motion to send the RV/Travel Trailer Park standards back to the subcommittee for further rewrite: Rodney Cheek

Second: Eric McPherson

Vote: unanimous

Motion to table the proposed text amendments to the UDO for review at the December meeting: Rodney Cheek

Second: Bill Poe

Vote: unanimous

VII. OLD BUSINESS

VIII. ANNOUNCEMENTS/DISCUSSION

Director Caddle brought up the question of whether there was general interest in an end-of-year Board dinner, that would be held in coordination of the Historic Properties Commission. The Board settled on a date of 12/15 and those interested would be welcome to join. The dinner is not expected to be held in lieu of a regular December meeting, the Planning Board is still scheduled to meet December 9 for its regularly scheduled meeting.

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Additionally, Director Caddle shared that an additional position has been added to the Planning staff and Planner Ian Shannon is expected to join the team by the end of November.

IX. ADJOURNMENT

Motion to adjourn at 8:52pm: Rodney Cheek

Second: Lee Isley

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