



TOWN OF PINE LEVEL
MINUTES OF
PINE LEVEL PLANNING BOARD MEETING
OCTOBER 27, 2022

MEETING INFORMATION

The Pine Level Planning Board met on Thursday October 27, 2022 at 6:30 p.m. at the Pine Level Town Hall. The meeting was called to order by Chairman Randy Jones.

ROLL CALL

<u>✓</u> Randy Jones	<u>✗</u> Trenton Broadwell (alt 2)
<u>✓</u> Kevin Kornegay	<u>✓</u> Randy Holloman (alt 3)
<u>✗</u> Terry Rains	<u>✓</u> Tonia Hill
<u>✓</u> Berry Godwin	<u>✓</u> Tammy Register
<u>✓</u> Faye Starling	<u>✓</u> Greg Johnson
<u>✗</u> Cecelia Joyner (alt 1)	<u>✓</u> Leighanna Worley

STAFF PRESENT: Zoning Administrator Scottie Hayes and Administrative Assistant Ashley Willoughby

OTHERS PRESENT: Andrew Hodge

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Faye Starling made a motion to approve the June minutes and was seconded by Kevin Kornegay. Motion passed by unanimous vote.

Chairman Randy Jones asked everyone to keep fellow Planning Board member Terry Rains in their prayers.

OATH OF OFFICE:

The Oath of Office was administered to Berry Godwin, Randy Holloman, and Greg Johnson by Administrative Assistant Ashley Willoughby. Terry Rains did not take the oath of office due to his absence for medical reasons.

OLD BUSINESS

Chairman Jones stated he wanted to bring to the attention to the Planning Board members that at the last Town Board meeting, the Board has added an ordinance for condemnation. Zoning Administrator Scottie Hayes clarified that this is not an ordinance adding to the Unified Development Ordinance but a case-by-case Town ordinance. There was some discussion on the specifics of the ordinance and what the Town's attorney had put together. One of the properties currently going through this process was mentioned. The Planning Board members discussed this property and other possible properties that will likely go through that similar legal process. No motions were made.

NEW BUSINESS

Item #1: Resignation Letter

Chairman Jones stated that the Board had received a letter of resignation from Planning Board member Leighanna Worley effective November 11, 2022; due to her moving outside the Town's ETJ. He said that it is sad to see her go but wishes her well. After some discussion, Berry Godwin made a motion to accept the resignation letter from Leighanna Worley and the motion was seconded by Greg Johnson. Motion passed by unanimous vote.

Item #2: Special Use Request Adams & Hodge Engineering

Chairman Jones brought to the attention of the board of a Special Use Request filed by Adams & Hodge Engineering. He stated that the protocol was for the Planning Board Chairman, Zoning Administrator, and a couple other Planning Board members to review the request. He stated that was done and asked for the maps to be presented. The maps are showing Adams & Hodge's plans for townhouses and Chairman Jones read the following definition for townhouses: a dwelling unit constructed in a series or group of attached units with property lines separating such units. He stated that even though the units are built together, each one will have to be separately deeded to be sold. Also, that this lot is located on Main Street heading towards Selma, near the cemetery.

After some discussion, Chairman Jones stated that in his opinion that this development could enhance the line of houses over in that area. He said that there are certain setbacks that this lot must meet. Those setbacks include ten (10) feet on the side lines, thirty (30) feet from the front, and twenty-five (25) feet from the rear. This will have two buildings and there is twenty (20) feet between each building, which is required by the Town's ordinance. It will also require an HOA before the units can be sold or rented out. This is because units in a HOA will have to share everything including the driveway and open space requirements. Berry Godwin asked if two driveways would be required. Chairman Jones said that with townhouses with an HOA, the residents would be sharing the driveway and the parking complex which the Town would not require two driveways for the development. He stated that DOT will not allow two driveways without at least 50 feet apart from each other as well. Chairman Jones asked if there were any questions or need for discussion by any of the board members.

Leighanna Worley said that in the Unified Development Ordinance Subsection Zoning Ordinance that townhomes are not allowed in a Residential- Agricultural District (RA) according to section 308.1. Chairman Jones stated that it was allowed in section 302.1 under RA. After some discussion, the board recognized that the Table of Permitted Uses did not correctly reflect the written ordinance. Zoning Administrator Scottie Hayes asked if the board could make a recommendation to the Town Board to amend the ordinance to correct the Table of Permitted Uses. Chairman Jones said that they could make a motion to change the Table of Permitted Uses according to the district description. Chairman Jones stated that they went according to the RA district description in Section 302.1 instead of the Table of Permitted Uses. After further discussion, it was confirmed that any changes or corrections made to the ordinance must be made through a public hearing. Greg Johnson stated that the required number of parking spaces for townhouses is two per unit plus one visitor space for each of the four units. Chairman

Jones asked for Andrew Hodge, the developer of the project, could he make those changes. Mr. Hodge stated that he would look into it. After some discussion, Kevin Kornegay mentioned the issue of the open space requirement for townhouses. Chairman Jones said that the ordinance states that open space is required, however, the developer could request to pay an in-lieu of fee for open space in the Subsection Subdivision Ordinance within the Unified Development Ordinance. Zoning Administrator Hayes stated that townhouse developments are not currently included with the option to pay the in-lieu of fee for open space.

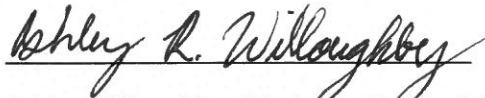
After further discussion, Berry Godwin made a motion to make a recommendation to the Town Board to allow the fee in-lieu of for open space for townhouses to be in conjunction with the Town's Subdivision fee in-lieu of for open space. The motion was seconded by Tonia Hill and the motion passed by unanimous vote. Tonia Hill asked that the application for Special Use request be updated to add open space in-lieu of fee. Chairman Jones said that it could.

Leighanna Worley made a motion to make a recommendation to the Town Board to update the Table of Permitted Uses for it to coincide with all the districts in Section 302 (located in the Zoning Ordinance). The motion was seconded by Tammy Register and the motion passed by unanimous vote. Chairman Jones said that with those two motions made, that it clarifies what can be the issues this particular plat has. So now, the zoning will still be correct on this plat as far as being RA. He stated that if it is recommended to go before the Town Board, the parking spaces will be a contingency. The number of parking spaces will need to be updated on the map before it could be approved. Furthermore, that a correction to the side setbacks on the map needed to be changed from ten (10) foot to fifteen (15) foot according to RA district for townhouses. He said he realized he read it wrong earlier in the meeting and wanted to correct his earlier statement.


After some discussion, Leighanna Worley made a motion to recommend to the Town Board the approval of the Special Use Permit on the conditions that the side setbacks be changed from ten (10) feet to fifteen (15) feet. Also, the number of parking spaces be changed to twelve (12). That it is contingent based upon the approval of the Table 308 (Table of Permitted Uses) being corrected and also changing the Zoning Ordinance to allow the fee in-lieu of (for open space) mirrors the Subdivision Ordinance. The motion was seconded by Tammy Register and the motion passed by unanimous vote.

MEETING ADJOURNED

There being no further business to discuss, Randy Holloman made a motion to adjourn. Kevin Kornegay seconded the motion. Motion passed by unanimous vote. The meeting adjourned at 7:35 p.m.



Ashley Willoughby, Administrative Assistant


Randy Jones, Chairman

