

**MINUTES**  
**Regular Meeting of the**  
**Aberdeen Planning Board**

August 15, 2019  
Thursday, 6:00 pm

Robert N. Page Municipal Building  
Aberdeen, North Carolina

The Aberdeen Planning Board met Thursday, August 15, 2019 at 6:00 pm for a Regular Meeting. Members present were Chairman Bryan Bowles, Tim Marcham, Bill Prevatte, Dianne Innes, and Roger Bone. Members not present were Vice-Chair Janet Peele, and Brooks Pomeranz. Staff members in attendance were Planning Director Justin Westbrook, Senior Planner Kathy Blake, Planner Christian Haas, and Permit Technician Danielle Orloff. Others in attendance were Graham Smith and Daniel Brown.

1. Call to Order

Chairman Bowles called meeting to order at 6 pm.

2. Approval of Agenda

No modification from Board. Mr. Prevatte made motion, seconded by Mr. Marcham, to approve agenda. Motion carried unanimously 5-0.

3. Approval of Minutes

a. Regular Meeting of May 16, 2019

Mr. Prevatte made a motion, seconded by Mr. Bone, to approve the minutes from the May 16, 2019 meeting. Motion unanimously carried 5-0.

b. Regular Meeting of June 20, 2019

Mr. Bone made a motion, seconded by Mr. Marcham, to approve the minutes from the June 20, 2019 meeting. Motion unanimously carried 5-0.

4. Old Business

- a. CZ-19-02, Conditional Zoning Application, by D&N Development LLC, PIDs: 00052427; 00055436; 20140334 with frontage on US 15-501 Hwy. to conditionally rezone from HC and R20-16 Districts to a HC-C District for a shopping center.

Director Westbrook stated the purpose of the conditional rezoning was to assign these 3 parcels as a HC-C district. One parcel is the former Chrysler dealership with a generous amount of frontage, and the remaining 2 parcels are undeveloped currently. Director Westbrook stated this also includes the abandonment of 4 different right-of-ways. Director Westbrook stated that

none are in a watershed or floodplain area. Director Westbrook stated that the staff view is that it is in general conformity with adopted plans and meets the Town's standards for development. Director Westbrook showed an aerial view to delineate proposed areas. Mr. Marcham pointed out a typo error, which should be "eastern boundary" NOT "western boundary" with regard to frontage. Director Westbrook stated that there will be various use buildings (5) onsite, 3 points of ingress and egress, and a main entrance off of US 15/501 Hwy. Director Westbrook stated there will be 25,000 sq ft for a gym. Building A, B, C will have retail, commercial office, and a restaurant with a drive-through window. Director Westbrook stated that the conditional request is because certain/specific uses are requested, and this gives flexibility to a developer for high-end tenants according to the developer. Director Westbrook stated there would be a master sign plan to be reviewed by staff and review committee.

Graham Smith, a landscape architect representing the developer, presented the plan in further detail to include water and sewer. Mr. Smith stated area A will be 60,000 sq ft and area B 25,000 sq ft. Mr. Smith stated there would be one stand-alone restaurant and more restaurants within other area facing US 15-501 Hwy. Mr. Smith stated plans are tied to total sq footage with a rezoning which allows more flexibility for specific tenants who may be smaller in size.

Mr. Prevatte made a motion, seconded by Mr. Bone, that CZ-19-02 is consistent with applicable plans of the Town of Aberdeen. Motion carried unanimously 5-0.

Mr. Marcham made a motion, seconded by Mr. Bone, that CZ-19-02 is reasonable and in the public interest. Motion carried unanimously 5-0.

Mr. Prevatte made a motion, seconded by Mr. Bone, to recommend approval with conditions, uses by right, CZ-19-02. Motion carried unanimously 5-0.

Mr. Marcham made a motion, seconded by Mr. Bone, that the proposal CZ-19-02 is consistent and in the public interest. Motion carried unanimously 5-0.

b. CU-19-06, Conditional Use Permit Application, by D&N Development LLC, PIDs: 00000055436; 20140334 with frontage on US 15-501 Hwy. for a major subdivision.

Director Westbrook stated that this is required because it is a major subdivision. Director Westbrook stated that HC-C zoning is proposed. It is not in the watershed or floodplain. Director Westbrook stated that the only reasons the Board can deny a conditional use application were because it is not in the table of permissible uses, endanger public health, safety, or not in conformity with general land use plan.

Mr. Smith gave his presentation with a site plan that combined the lots, the Mayflower right-of-way, area A and area B, and proposed traffic improvements. Mr. Smith stated that the TIA has been submitted and is under review by the NCDOT, and the site plan will evolve based on the study and input from NCDOT and the Town of Aberdeen. Director Westbrook stated that recommendations will be enforced at TRC level after planning and inspections review the TIA.

There were no requests from audience to speak.

Chairperson Bowles asked for recommended conditions.

- Motion 1: A motion was made by Mr. Prevatte, seconded by Mr. Bone, that CU 19-06 is within the jurisdiction of Planning Board according to the Table of Permissible Uses. Motion carried unanimously 5-0.
- Motion 2: A motion was made by Mr. Marcham, seconded by Mr. Prevatte, that CU-19-06 is complete as submitted. Motion carried unanimously 5-0.
- Motion 3: A motion was made by Mr. Marcham, seconded by Mr. Prevatte, that CU-19-06, if completed as proposed with comply with all requirements of the UDO. Motion carried unanimously 5-0.
- Motion 4: A motion was made by Mr. Prevatte, seconded by Mr. Marcham, that CU-19-06 satisfies Finding #1: will not endanger public health or safety. Motion carried unanimously 5-0.
- Motion 5: A motion was made by Mr. Marcham, seconded by Mr. Bone, that CU-19-06 satisfies Finding #2: will not substantially injure the value of adjoining or abutting property. Motion carried unanimously 5-0.
- Motion 6: A motion was made by Mr. Bone, seconded by Mr. Marcham, that CU-19-06 satisfies Finding #3: will be in harmony with the area in which it is located. Motion carried unanimously 5-0.
- Motion 7: A motion was made by Mr. Marcham, seconded by Mr. Prevatte, that CU-19-06 satisfies Finding #4: will be in general conformity with Land Use Plan or other plans specifically adopted by the Board. Motion carried unanimously 5-0.
- Motion 8: A motion was made by Mr. Marcham, seconded by Mr. Bone, that based on the Findings of Fact and the evidence presented the Planning Board recommends approval with conditions of CU-19-06 as follows:
1. Conditional Use Permits (CUPs) run with the land and as such CU-19-06 applies to the entirety of the properties, reflected as PID 00052427 (PIN: 8557118409934), PID 00055436 (PIN: 85100403984) and PID 20140334 (PIN: 857100416169). An amendment to the CUP is needed to remove property from the CUP or to make changes to the CUP.
  2. Building and Fire Inspections are to be required prior to beginning operation, all to be coordinated through Planning and Inspections Departments.
  3. Any proposed building structures and/or renovations are to be approved by Town of Aberdeen Building Inspector and Fire Marshal and shall meet all applicable codes.
  4. The Aberdeen Planning & Inspections Department shall be notified of any new uses, activities, significant site changes, or construction on the property subject to CU-19-06 and all applicable reviews and/or permits and inspections shall be obtained in accordance with the UDO.

5. All additional conditions or requirements as provided from the Town of Aberdeen Unified Development Ordinance are enforceable with regards to the operations proposed by CU-19-06.

Motion carried unanimously 5-0.

## 5. New Business

No new business to discuss.

## 6. Other Business

- a. Director Westbrook introduced new Planner, Christian Haas, to the Board. Director Westbrook reiterated the importance of Downtown Aberdeen and explained new expansion of role within the Planning Board.

- b. UDO Rewrite, Stage 3. Uses and Definitions.

Director Westbrook stated Stage 3 discussed uses and definitions and that they can be found online under More. Director Westbrook stated Chapter 4 has 5 sections, and contains Principle use table, headers used on landscape format, conditional and special use processes, most uses are permitted by right.

- c. UDO Rewrite, Stage 5. Development Standards

Director Westbrook presented Stage 5 of the UDO rewrite. Director Westbrook stated that site plan standards are included in this section. Director Westbrook stated Public Works determines standards for hooking to water and sewer, and can make it mandatory to alleviate issues from future wells and increased usage.

Director Westbrook stated Chapter 10 gives delegation of authority and discussed abbreviations that are used. Director Westbrook stated that anything highlighted in yellow are things he wished to pull out of the new version.

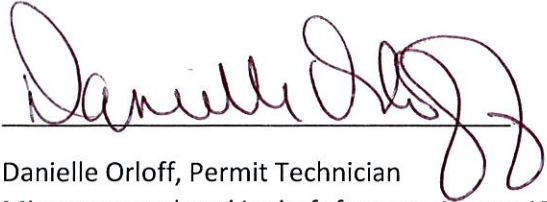
There was discussion on connecting downtown to neighborhoods, schools and bikes on the road. Director Westbrook stated that with the widening of roads like US 1, NC 211, NC 5, and US 15/501 into superstreets makes it hard to allow something so slow on main roads. Director Westbrook stated that we need to look at what other municipalities are doing to keep kids safe with traffic.

Director Westbrook briefly described Chapter 7, Environmental, and the importance of watersheds as Aberdeen continues to grow.

Director Westbrook mentioned the fire hydrant project and invited the Planning Board to come out to judging on August 26<sup>th</sup> at 6 pm. Director Westbrook stated that the winners will be announced at Town Hall. Director Westbrook stated that they are talking about expanding the project into neighborhoods.

7. Adjournment

A motion was made by Mr. Bone, seconded by Mr. Marcham, to adjourn the meeting. Motion carried unanimously 5-0. Meeting adjourned at 9:24 pm.



Danielle Orloff, Permit Technician  
Minutes completed in draft form on August 15,  
2019



Bryan Bowles, Chair  
Minutes approved on September 19, 2019