



**OAK RIDGE PLANNING & ZONING BOARD MEETING  
FEBRUARY 23, 2023 - 7:00 P.M.  
OAK RIDGE TOWN HALL**

**MINUTES**

**Board Members Present**

Jason Streck, Chair  
Nancy Stoudemire, Vice Chair  
Patrick Fiorentino  
Patti Paslaru  
Ron Simpson  
Megan Dyson, Alternate (Sitting)

**Staff Present**

Sean Taylor, Planning Director  
Sandra Smith, Asst. Mgr./Town  
Clerk

**Board Members Absent**

Larry Stafford  
Tammy Gardner  
Tara Tillman, Alternate  
Craig Rosenfeld, Alternate

**1. CALL TO ORDER**

The meeting was called to order by Chair Jason Streck at 7:00 p.m.

*Jason Streck moved to add a five-minute recess to review the site plan submitted by SKA Properties, LLC, and Ron Simpson seconded. The motion was passed unanimously (6-0).*

**2. APPROVE AGENDA**

*Patti Paslaru moved to approve the agenda, and Nancy Stoudemire seconded. The motion was passed unanimously (6-0).*

**3. APPROVE MINUTES**

*Nancy Stoudemire motioned to approve the minutes of the January 26, 2023, regular meeting, and Patti Paslaru seconded. The motion was passed unanimously (6-0).*

**4. NEW BUSINESS**

**SITE PLAN CASE #SP-23-01:** SKA Properties LLC (Sam Anders, Representative) requests approval of a site plan for a 4,200-square-foot professional building. The property is located on NC 150 at the intersection of Oak Ridge Road and Linville Road,

addressed as 2101 Oak Ridge Road. The property is Guilford County Tax Parcel 165108, consisting of approximately 4.6 acres, Zoned LB - Limited Business (front portion of the parcel) and RS-30 (rear portion of the parcel). The property lies within the Historic District Overlay Zone and the Scenic Corridor Overlay Zone. The property is owned by SKA Properties LLC.

Town Planner Sean Taylor read the property description into the record, and presented the staff report, which is hereby incorporated by reference and made a part of the record. Taylor said that the applicant proposes to move his accounting office to this site, which is an allowed use in the LB zone. He said that the proposed built upon area of the 4.6-acre parcel is approximately .253 acre, which encompasses 18.6% of the parcel.

Taylor noted that the proposed development will not create another entrance onto Oak Ridge Road. Instead, the current parking lot entrance closest to the intersection of Oak Ridge Road and Linville Road will be removed, creating only one entrance into the existing parking area.

Taylor went on to say that a lighting plan has not yet been submitted. However, any lighting plan must first be approved by the Historic Preservation Commission (HPC). In addition, a formal landscape plan will be submitted with the architectural renderings for review by the HPC.

Taylor pointed out that the site plan proposes the removal of two existing trees which will be replaced with three canopy trees.

Taylor said that as this is considered a commercial development, the NC Department of Transportation (NCDOT) will require the issuance of a driveway permit and compliance with NCDOT and Town of Oak Ridge ordinances. Taylor stated that LB-zoned parking lot requirements are represented on the site plan. He further stated that all applicable state and federal requirements for handicap spaces will be pre-met for the Americans with Disabilities Act (ADA) requirements.

Taylor explained that the current parking area will be re-used with the addition of a new grass planting area between the proposed sidewalk and the newly resurfaced parking area. He went on to say that the existing parking area had to be retained to prevent major disturbance to the environmentally sensitive soil. He explained that gas tanks that had leaked were originally located in this area when the property held a service station.

Taylor mentioned that the architectural elevations will be reviewed by HPC at a later time. He said that the applicant is seeking approval of the site plan as presented in order to proceed with preparing the site for future construction.

Taylor said that the applicant is aware that updates are needed to the site plan because of ordinance requirements pertaining to the extension of the sidewalk across Lot 2 along Linville Road, which is not currently shown on the site plan. The ordinance requires that any subdivision development in the Town Core must include sidewalks. He further stated that Lot 3 will be dedicated to the Town

because it is an environmentally sensitive area and will not be required to have sidewalks.

Paslaru asked if the area discussed is where the creek is located on the property. Taylor confirmed that it is.

Streck asked for verification that the sidewalk would extend across Lots 1 and 2, but would not be extended into Lot 3 along Lisa Drive. Taylor confirmed Streck's statement. Streck asked if the sidewalk would then end at Site 2, and Taylor said yes. Streck asked if the sidewalk would dead end between sites 2 and 3. Taylor clarified that it would dead end on the property line between sites 2 and 3. Streck mentioned that the sidewalk would not allow pedestrians to cross Lisa Drive as the sidewalk was not going to cross over the creek. Taylor confirmed that it would require an extreme amount of engineering to cross over the creek, as there is only about 2 feet of space between the road and the creek's culvert, which does not allow enough space to put in a sidewalk. In addition, Taylor pointed out that the Town is currently unsure where the sidewalk connection will be placed across the street where the Farmhouse Community Center property is located.

Paslaru asked if a sidewalk or bridge might be engineered in the future to connect to the park once the property is deeded to the town. Taylor responded that it would probably be easier to build a bridge within the parcel limits than to attempt to build anything closer to the road. This would be to deter pedestrians from crossing at the intersection of Lisa Drive and Linville Road. He said that for safety considerations, this crossing should occur further up Lisa Drive, away from Linville Road.

Streck expressed concern with having another sidewalk that would lead nowhere. This sidewalk would stop on Linville Road just before Lisa Drive. Taylor commented that the Town would then be tasked with completing the sidewalk connection. Streck pointed out that according to Town ordinance, any building within the town core would require the placement of sidewalks. Taylor clarified that environmental conditions that prevent the placement of sidewalks are taken into consideration.

Stoudemire asked if completion of the Farmhouse Community Center project would trigger the town to put in the sidewalk. Taylor responded that this is possible.

Streck asked if the sidewalk's eventual extension in Site 3 would be a cost to the taxpayer. Taylor said yes.

Patrick Fiorentino noted that it appeared as though the property is being dedicated to the Town in order for the Town to assume the cost of constructing an expensive sidewalk or bridge. Taylor said that if the Town required the developer to put in the sidewalk, the sidewalk may not be placed where the Town would want it. If that occurred, it would result in the Town having to reconstruct the sidewalk where it determined it should be. Taylor pointed out that the property being dedicated was a request and not a requirement from the Town. Streck replied that if the property had not been requested by the Town, the

developer would be required by ordinance to include the sidewalk. Taylor countered that the same ordinance also includes an exception to requiring sidewalks if environmental conditions prevent it.

Fiorentino said that it made sense that the Town would be responsible for the section of the property that runs along Lisa Drive up to the crosswalk, but that the sidewalk should not end at Lisa Drive.

Streck repeated that the sidewalk could not be placed at Site 3 due to the creek.

Fiorentino said that the sidewalk could be constructed at a future date. Taylor countered that placing a sidewalk close to the road would not be desirable in the future planning of the area.

Discussion continued with visual aides to point out the location of the proposed sidewalk and crosswalk in relation to the creek.

Ron Simpson asked if the existing asphalt in the current parking lot on Oak Ridge Road would be removed and replaced by a new surface in approximately the same footprint. Taylor answered yes. Simpson asked if this was being done in an effort to minimally disrupt the sensitive soil. Taylor clarified that the area was formerly a service station with gas tanks buried underground for over 20 years. These tanks are being monitored by the state for leakage. Streck added that the tanks had been removed, and Simpson brought up the possibility of soil contamination. Taylor added that the footprint of the parking lot would be the same except for the addition of a 5-foot strip of grass planted in front of the lot and the creation of one entrance.

Megan Dyson asked if the new surface would be laid on top of the gas tanks while the state continues to monitor these tanks. Town Clerk Sandra Smith repeated that the tanks had been removed, and Taylor clarified that the state is monitoring the soil. He pointed out that once the surface is repaved, the state would cease to monitor the soil.

Fiorentino asked if a contamination study is required during the replacement of the surface. Taylor mentioned that the applicant had done a soil analysis as a condition of his purchase of the property, and that the applicant could best answer this question.

Stoudemire asked if the property would be zoned as one zoning classification. She noted that the property currently had several zone classifications. Taylor responded that the applicant is currently planning to develop only the front portion of the property, but that a rezoning to one type of zoning in the future is possible.

Stoudemire asked why the landscape plan was being reviewed by the HPC rather than by Planning & Zoning (P&Z). Taylor explained that the HPC had stricter requirements governing the Historic District than the Scenic Corridor requirements that P&Z would use to review the landscape plan.

Dyson asked if instead of requiring that the sidewalk end, could it instead be lined up where the town would want it. Taylor answered that the current focus was on developing the Farmhouse Community Center site plan and no determination had been made as to where the sidewalk should be.

Applicant Sam Anders, 1829 Oak Ridge Road, was introduced.

Fiorentino asked if elevations of the property were available, and Anders answered that the proposed building will be a craftsman-style building made to look like a house. He further stated that a 5-foot strip of asphalt would be removed as the previous owners had paved up to the right of way. Anders revealed that contamination had been discovered over 26 years ago, which prompted him to contract a company to conduct a Phase 1 environmental analysis. Gas flow into the soil had been mitigated, and it was determined the previous year that there was no more underground flow. Anders pointed out that he plans to have a shielded foundation in his building. He said that the soil will be tested when the land is graded, and there may be a need to replace some of the soil. Fiorentino asked if the site plan elevations will be reviewed again. Taylor answered that the HPC regulations are more stringent.

Fiorentino asked about the plans for the existing historic house on the corner of Linville and Oak Ridge roads. Anders replied that his goal is to repurpose the house into a Light Office area. He explained that the house cannot be used as a residence, due to the poor soil condition that impacts the septic system. He said that he would focus first on the exterior of the building, though he is unsure of what exactly will be involved in redeveloping it. He noted that some trees may need to be removed, but he hopes to salvage at least one tree.

Fiorentino asked if there is a signage plan and if it would be given to the HPC for review. Taylor affirmed that there is a signage plan and that it would be reviewed by HPC.

Fiorentino concluded that despite the issues surrounding the sidewalk, he thought that this plan was a positive one for the Town.

Simpson expressed curiosity about the status of the existing wooden barn and shed. Anders replied that he plans to stockpile material in the barn. He further stated that he would not use the structures for his business, but might at some point use them for a farmer's market.

*Patti Paslaru made a motion to approve Site Plan Case #SP-23-01 for a 4,200-square-foot professional building. Ron Simpson seconded. The motion was passed unanimously (6-0).*

**5. PUBLIC COMMENTS**

None

**6. ADJOURNMENT**

*Patti Paslaru moved to adjourn the meeting at 7:45 p.m., and Nancy Stoudemire seconded. The motion was passed unanimously (6-0).*

Respectfully Submitted:

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Sandra B. Smith, NCCMC, CMC  
Asst. Town Manager/Town Clerk

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Jason Streck  
Chair