



**OAK RIDGE PLANNING & ZONING BOARD MEETING
FEBRUARY 23, 2017 – 7:00 P.M.
OAK RIDGE TOWN HALL**

MINUTES

Members Present

Ron Simpson, Chair
Bobbi Baker, Vice Chair
Nancy Stoudemire
Patti Paslaru
Larry Stafford
Steve Wilson, Alternate (Sitting)
Tony Cooler (Not sitting)

Staff Present

Bill Bruce, Planning Director
Sandra Smith, Town Clerk

Members Absent

Carl Leybourne
Tammy Gardner
Ed Treacy, Alternate

1. CALL TO ORDER

The meeting was called to order by Chair Ron Simpson at 6:59 p.m.

2. APPROVE AGENDA

Bobbi Baker made a **motion** to approve the meeting agenda. **Nancy Stoudemire** seconded the motion, and it was passed unanimously (6-0).

3. APPROVE MINUTES OF THE JANUARY 26, 2017 MEETING

Patti Paslaru made a **motion** to approve the meeting minutes. **Steve Wilson** seconded the motion, and it was passed unanimously (6-0).

4. PUBLIC HEARING

TEXT AMENDMENT. Amendments proposed to Chapter 30 and Chapter 35 of the Oak Ridge Code of Ordinances to ensure compliance with state statutes, to amend portions of the public street standards in the subdivision ordinance, to amend approval authority for minor subdivisions and site plans, and to update the Town's addressing ordinance. Proposed amendments include but are not exclusive of Article I- In General; Article II- Administration and Enforcement; Article IV- Boards and Commissions; Article VI- Permits and Procedures; Article VII- Zoning; Article VIII- Subdivisions; Article IX- Development Standards; Article X- Environmental Regulations; and Appendices. The matter was continued from the January 26, 2017 meeting.

Planning Director Bill Bruce presented the staff report, which is hereby incorporated by reference and made a part of the minutes. He said the text amendments fell into four categories:

- Those mandated by the state legislature
 - Technical approvals intended to streamline the process and prevent unnecessary bureaucracy
 - Street standards
 - Addressing standards, which should be uniform across the county
- Bruce explained the changes in each type of ordinance.

Paslaru said she had reached out to a couple of Council members for direction. She suggested Bruce make a report to the Board of any one- or two-lot subdivisions or small site plans approved in the previous month, and she also suggested changing the length of a cul-de-sac before a waiver is required from 800 to 1,000 feet (instead of the 1,200 suggested by staff). Baker said she liked the idea of cutting down on bureaucracy if a plan meets the technical requirements of the ordinance, but agreed that it would be appropriate for staff to give a report to the Board each month on the plans that had been approved the previous month. Paslaru said that would give the Board some oversight and allow members to ask questions. Stoudemire asked questions about the Planning & Zoning Board serving as the Tree Board, and about the addressing standards. In response to a question from Simpson, Bruce explained the difference between waivers and variances.

Public hearing:

Simpson opened the public hearing. No one wished to address the Board either in favor of or in opposition to the text amendment. Simpson then closed the public hearing.

Board questions/comments:

Simpson said he felt like there was consensus to ask Bruce to report on staff approvals of one- or two-lot subdivisions or site plans of less than 600 square feet. He said Paslaru had suggested changing the cul-de-sac length to 1,000 feet without a waiver. Simpson said he did not think there was any magic to that number, but it simply split the difference between the current allowable length and staff's recommendation. Bruce said he had studied what other municipalities have and his goal had been to reduce the number of waiver requests that would come before the Board. Simpson said the number could always be changed in the future if it was deemed necessary.

Patti Paslaru made a **motion** to recommend approval of the text amendment with the length of a permitted cul-de-sac to be changed to 1,000 feet without a waiver and a report be given to the Board on staff approvals. **Bobbi Baker** seconded the motion, and it was passed unanimously (6-0).

5. NEW BUSINESS

- A. SITE PLAN CASE # SP-17-01: Town Park Phase 2 Parking Lot.** The property is located at 8326 Linville Road in Oak Ridge Township, and is Guilford County Tax Parcel #0166249. The Town of Oak Ridge requests approval for a new parking lot in the Town Park. The property is zoned CU-PI, Historic District Overlay, and is owned by the Town of Oak Ridge.

Bruce presented the staff report, which is hereby incorporated by reference and made a part of the minutes. He said staff recommended conditional approval upon approval of the driveway permit from NCDOT and of the plan by the Historic Preservation Commission.

Paslaru said there was a lot of congestion on Linville Road, and asked if any consideration had been given to installing a turn lane or something to assist with traffic. Bruce said not that he was aware of, but said that type of decision would be up to NCDOT as the Town has no authority. Wilson asked about the proximity of the proposed driveway to Scoggins Road, and Bruce said the two had been separated as much as possible.

Patti Paslaru made a **motion** to approve the site plan with a recommendation that a turn lane be installed and contingent upon approval by DOT and HPC. **Steve Wilson** seconded the motion, and it was passed unanimously (6-0).

B. SUBDIVISION CASE # Sub-17-02: Warshefskie Property. The property is located at 8353 W. Harrell Rd in Oak Ridge Township. It is Guilford County Tax Parcel #0166032 (part), and is comprised of approximately 1.24 acres. The applicant requests approval for a 1-lot subdivision. The property is zoned AG and is owned by Paul J. Warshefskie.

Bruce presented the staff report, which is hereby incorporated by reference and made a part of the minutes. He said staff recommended approval, and brief discussion ensued.

Bobbi Baker made a **motion** to approve the subdivision plan. **Larry Stafford** seconded the motion, and it was passed unanimously (6-0).

C. SUBDIVISION CASE # Sub-17-03: Joseph D. and Linda F. Ziegelhofer. The property is located at 7520 Happy Hill Road in Oak Ridge Township. It is Guilford County Tax Parcel #0223158 (part), and is comprised of approximately 1.18 acres. The applicant requests approval for a 1-lot subdivision. The property is zoned AG, and is owned by Joseph D. and Linda F. Ziegelhofer.

Bruce presented the staff report, which is hereby incorporated by reference and made a part of the minutes. He said staff recommended approval, and brief discussion ensued.

Nancy Stoudemire made a **motion** to approve the subdivision plan. **Patti Paslaru** seconded the motion, and it was passed unanimously (6-0).

6. PUBLIC COMMENTS

- Ann Schneider said the Board was doing a good job.

7. ADJOURNMENT

Patti Paslaru made a **motion** to adjourn the meeting at 7:42 p.m. **Bobbi Baker** seconded the motion, and it was passed unanimously (6-0).