

MINUTES
Regular Meeting of the
Aberdeen Planning Board

October 20, 2016
Thursday, 6:00 p.m.

Robert N. Page Municipal Building
Aberdeen, North Carolina

The Aberdeen Planning Board met Thursday, October 20, 2016 at 6:00 p.m. for the Regular Board Meeting. Members present were Chairman Johnny Ransdell, Janet Peele, Raymond Lee, Bryan Bowles, Bill Prevatte, Heidi Whitescarver, and Tim Marcham. Members not present were Richard Gergle and Alternate Ron Utley. Others in attendance were Planning Director Pam Graham, Permit Technician Amy Fulp, Planner Kathy Blake, and Cynthia Paris.

1. Call to Order

Chairman Ransdell called the meeting to order at 6:00 p.m.

2. Informational Moment

Chairman Ransdell talked about diversity within the Planning Board.

Planning Director Graham gave a fond farewell to Chairman Ransdell and thanked him for all that he has done for the Planning Board.

3. Swearing in of New Planning Board Member Heidi Whitescarver

Heidi Whitescarver was sworn in as a member of the Planning Board.

4. Approval of Agenda

A motion was made by Janet Peele, seconded by Bryan Bowles, to approve the agenda of the Regular Meeting for October 20, 2016. Motion unanimously carried.

5. Approval of Minutes

A motion was made by Tim Marcham, seconded by Bryan Bowles, to approve the minutes of the Regular Meeting of September 15, 2016.

6. Election of Chair and Vice-Chair Positions

Janet Peele nominated Raymond Lee as Chairman of the Planning Board. Nomination unanimously carried; Raymond Lee was voted in as new Chairman of the Planning Board.

Bill Prevatte nominated Bryan Bowles as Vice-Chairman of the Planning Board. Nomination unanimously carried; Bryan Bowles was voted in as new Vice-Chairman of the Planning Board.

6. New Business

- a. Conditional Use Permit CU #16-07 Submitted by Cynthia K. Paris for a Pet Grooming Facility To Be Located at 300 Fields Drive.

Planning Director Graham gave a brief presentation on Conditional Use Permit CU #16-07 submitted by Cynthia K. Paris for a pet grooming facility to be located at 300 Fields Drive.

Heidi Whitescarver asked the applicant if she ever has plans to have overnight kenneling or just grooming services and Cynthia Paris answered grooming services and maybe just a small retail section.

Bryan Bowles asked about the gravel area between the two structures and if it is shared parking and Planning Director Graham said yes.

Motion 1 made by Bryan Bowles, seconded by Bill Prevatte, CU #16-07 is within the jurisdiction of the Planning Board according to the Table of Permissible Uses. Motion unanimously carried.

Motion 2 made by Janet Peele, seconded by Tim Marcham, CU #16-07 is complete as submitted. Motion unanimously carried.

Motion 3 made by Bill Prevatte, seconded by Heidi Whitescarver, CU #16-07 if completed as proposed will comply will all requirements of the UDO. Motion unanimously carried.

Motion 4 made by Janet Peele, seconded by Bryan Bowles, CU #16-07 satisfies Finding #1: will not endanger public health or safety. Motion unanimously carried.

Motion 5 made by Tim Marcham, seconded by Janet Peele, CU #16-07 satisfies Finding #2: will not substantially injure the value of adjoining or abutting property. Motion unanimously carried.

Motion 6 made by Heidi Whitescarver, seconded by Bryan Bowles, CU #16-07 satisfies Finding #3: will be in harmony with the area in which it is located. Motion unanimously carried.

Motion 7 made by Bill Prevatte, seconded by Bryan Bowles, CU #16-07 satisfies Finding #4: will be in general conformity with the Land Use Plan or other plans specifically adopted by the Board. Motion unanimously carried.

Motion 8 made by Bill Prevatte, seconded by Bryan Bowles, based on the Findings of Fact and the evidence presented, the Planning Board:

- Recommends approval with conditions of CU #16-07 as follows:

1. Conditional Use Permits (CUPs) run with the land and as such CU #16-07 applies to the entirety of property reflected in Parcel IDs #00056947. An amendment to the CUP is needed to remove property from the CUP or to make changes to the CUP. If an activity is a use by right, it is not subject to the CUP.
2. Building and Fire Inspections and Town of Aberdeen Business License are to be required prior to beginning operation, all to be coordinated through Planning and Inspections Departments.
3. Any proposed building renovations are to be approved by Town of Aberdeen Building Inspectors and shall meet all applicable codes.
4. Approval of the CUP shall not imply approval of signage. Sign permit applications consistent with the requirements of the UDO shall be reviewed and approved by the department prior to installation.
5. The operation will be required to comply with Town of Aberdeen noise regulations.
6. The Aberdeen Planning Department shall be notified of any future proposed changes in use for the property or changes to the site and any required permits, inspections, reviews, or other appropriate actions as determined by the Land Use Administrator shall be obtained.
7. 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 #16-07.

Motion unanimously carried.

- b. Text Amendment UDO #16-11 Regarding Water Supply Watershed Overlay District Regulations.

Planning Director Graham gave a presentation on Text Amendment UDO #16-11 regarding water supply watershed overlay district regulations.

Bryan Bowles asked about former applicants that have applied and received watershed allocation and not used it and their one year agreement is up. Planning Director Graham stated she has one, the Crossway Church of Worship, and she has sent a certified and a first class letter to the church's address and has not received a response; if she does not get a response in a reasonable amount of time the 8 acres will go back into the pot.

Motion 1 made by Bryan Bowles, seconded by Bill Prevatte, UDO #16-11 is consistent with comprehensive plans that have been adopted by the Town of Aberdeen. Motion unanimously carried.

Motion 2 made by Heidi Whitescarver, seconded by Tim Marcham, UDO #16-11 is reasonable and in the public interest. Motion unanimously carried.

Motion 3 made by Bryan Bowles, seconded by Heidi Whitescarver, the Planning Board does recommend the following amendment to the Town of Aberdeen Board of Commissioners to:

- Amend subsection 152-160(G)(I) as indicated in the attached draft text amendment.

Motion unanimously carried.

- c. Text Amendment UDO #16-12 to Establish an Independent Board of Adjustment.

Planning Director Graham gave a presentation on Text Amendment UDO #16-12 to establish an independent Board of Adjustment.

Raymond Lee stated he discussed with our Town Attorney and they are proposing that two members will have a one year term, two members will have a two year term, and two members will have a three year term; that way every year there will be a maximum of two people's terms up.

Motion 1 made by Janet Peele, seconded by Heidi Whitescarver, UDO #16-12 is consistent with comprehensive plans that have been adopted by the Town of Aberdeen. Motion unanimously carried.

Motion 2 made by Heidi Whitescarver, seconded by Bill Prevatte, UDO #16-12 is reasonable and in the public interest. Motion unanimously carried.

Motion 3 made by Tim Marcham, seconded by Bryan Bowles, the Planning Board does recommend the following amendment to the Town of Aberdeen Board of Commissioners to:

- Amend subsection 31.40 of the Aberdeen Code of Ordinances as indicated in the attached draft text amendment.
- Amend Article III, Part 2 of the Aberdeen UDO as indicated in the attached draft text amendment.

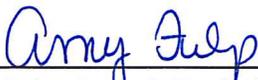
Motion unanimously carried.

8. Progress Report

There were no updates to report at this meeting.

7. Adjourn

A motion was made by Bryan Bowles, seconded by Janet Peele, to adjourn the meeting. Motion unanimously carried.



Amy Fulp, Permit Technician
Minutes were completed in
Draft form on November 9, 2016.



Raymond Lee, Chairperson
Minutes were approved on
November 17, 2016.

