

**AGENDA**  
Regular Meeting of the  
Planning Board

January 20<sup>th</sup>, 2022  
Thursday, 6:00 pm

Robert N. Page Municipal Building  
Aberdeen, North Carolina

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes
  - a. Regular Meeting of October 21<sup>st</sup>, 2021
4. Other Business
  - a. 2022 Meeting Schedule
  - b. Elections
5. Adjournment

**MINUTES**  
Regular Meeting of the  
Planning Board

October 21, 2021  
Thursday, 6:00 pm

Robert N. Page Municipal Building  
Aberdeen, North Carolina

The Planning Board met on Thursday, October 21, 2021 at 6:00 pm for a regular meeting. The meeting was held in Town Hall. Members present were Chairperson Janet Peele, Barbara Allred, Tim Marcham, Roger Bone, Diane Innes, Adriana Janker and Jane Cowan. Staff members in attendance were Planning Director Justin Westbrook, Planner Danielle Orloff, and Administrative Assistant Cathi Ericson.

1. Call to Order

Chairperson Janet Peele called the meeting to order at 6:00 pm.

2. Approval of Agenda

A motion was made by Mr. Bone, seconded by Ms. Allred, to approve the agenda as presented. Motion unanimously carried 7-0.

3. Approval of Minutes

a. Regular Meeting of September 19, 2021

A motion was made by Ms. Allred, seconded by Mr. Marcham, to approve the minutes from the September 19, 2021 meeting as presented. Motion unanimously carried 7-0.

4. Old Business

a. Tony Murchison, Zoning Map Amendment (RZ-21-01)

A request to rezone one (1) parcel, totaling 0.544 acres, addressed as 361 Glasgow Street (Parcel ID 00046843) from Heavy Industrial (HI) to Residential Single-Family - 10 (R-10).

Planner Orloff presented the Staff report details and the principal use Table 4.1.9 for permitted development type. The parcel in question (PID 00046843) is currently located in the Town's corporate limits and zoned Heavy Industrial (HI). Mr. Murchison has requested that **Residential Single Family -10 (R-10)** zoning be extended to the parcel. The request was originally presented at the September 21, 2021 Planning Board Meeting and the Board moved to continue the review to meet with the applicant for additional information.

Staff recommended that the applicant have a Site Plan submitted and approved by the Technical Review Committee (TRC) to ensure all Unified Development Ordinance (UDO) requirements are met. Staff recommended the requested Residential Single Family-10 (R-10) zoning district designation for the parcel and requests that the Planning Board consider this application and make a

recommendation to the Board of Commissioners. During the Site Plan review, the Technical Review Committee will address potential traffic impacts in accordance with the UDO and the Town's Development Guide. Director Westbrook stated the request is considered a "down zoning" from the H1 to R-10. He explained the procedural process of notifying residents of the zoning change request which would occur before the request is presented to the Board of Commissioners. Planner Orloff stated that the applicant was available for questions.

A motion was made by Mr. Bone, seconded by Ms. Janker, that Zoning Map Amendment (RZ-21-01) is consistent with Adopted Policy Guidance of the Town of Aberdeen.

A motion was made by Mr. Marcham, seconded by Ms. Allred, that the request for the Zoning Map Amendment (RZ-21-01) is reasonable and in the public interest.

Ms. Innes made a motion, seconded by Mr. Bone, recommending approval of Zoning Map Amendment (RZ-21-01) to the Board of Commissioners.

## 5. New Business

Tony Murchison, Special Use Permit (SU-21-01)

A request by Tony Murchison to establish a "Day Care Center" in Residential Single-Family (R-10) District. The parcel in question, addressed as 361 Glasgow Street (Parcel ID 00046873), is currently zoned Heavy Industrial (HI), however the applicant is seeking a Zoning Map Amendment (ZA-21-01) to rezone the parcel to Residential Single-family-10 (R-10). Per the Principal Use Table (Table 4.1.9), a "Day Care Center" use type is an allowed within the Residential Single-family – 10 (R-10) zoning district, should the applicant seek and receive a Special Use Permit.

Planner Orloff provided details on the principal use types. The special use permit will only be presented to the Board of Commissioners if the Planning Board passes the rezoning amendment.

Staff believes the use is consistent with the Town's Comprehensive Land Development Plan. The special use permit meets the procedural uses that Staff has reviewed. The procedural notice process will occur prior to the Board of Commissioners meeting.

Planner Orloff presented Staff recommendations for the request. The Board voted on each of the five criteria for an appropriate use for the special permit request.

A motion was made by Ms. Janker, seconded by Mr. Bone, that Special Use Permit (SUP-21-02) satisfies the requirement the use will not materially endanger the public health or safety at the proposed location. Motion unanimously carries 7-0.

A motion was made by Mr. Marcham, seconded by Ms. Allred, to approve the Special Use Permit (SUP-21-02) as it satisfies the requirement meeting all required standards, conditions, and specifications of this Ordinance, including Chapter 4: Uses. Motion unanimously carries 7-0.

A motion was made by Mr. Bone, seconded by Ms. Allred, to approve the Special Use Permit (SUP-21-02) as it satisfies the requirement the use will not substantially injure the value of adjoining property or the special use is a public necessity. Motion unanimously carries 7-0.

A motion was made by Mr. Marcham, seconded by Mr. Bone, to pass Special Use Permit (SU-21-01) as it satisfies the requirement that the use is in harmony with the adjacent area. Motion unanimously carries 7-0.

A motion was made by Ms. Cowan, seconded by Mr. Allred, to approve Special Use Permit (SU-21-01) as it satisfies the requirement that the use is in general conformity with the Town's Adopted Policy Guidance. Motion unanimously carries 7-0

A motion was made by Mr. Bone, seconded by Ms. Cowan, to recommend approval by the Planning Board based on facts presented, based on conditions were they to exist. Motion unanimously carries 7-0.

a. Network Commerce Association, LLC, Planned Development (CZ-21-02)

A request to rezone three (3) parcels, totaling 7.24 acres, addressed as 310 Keyser Street (Parcel IDs 00045974, 00052490, 00053334) from Residential Single-Family - 10 (R-10) to Planned Development (PD). The proposed PD zoning district is seeking to allow by-right several use types in the Civic, Day Care, Education, Healthcare, Utilities, Offices, Personal Services, Recreation and Leisure use categories.

Director Westbrook presented the request to rezone three (3) parcels, to a Planned Unit Development. The parcel in question is the Aberdeen Primary School site and is currently a school use minor, which has expired. The Applicant is the highest bidder and the property is under contract and may close in November.

The proposed use from the applicant is currently being fine-tuned. The request is to include 6 uses as follows:

- Assembly, Minor,
- Cultural Facility, Minor
- Public Recreation Facility
- Other Post-Secondary Education Facility
- Wireless Communication, Minor

- Office, Major

Planning Staff agreed that the use type is consistent with the requested zoning map amendment and the request currently meets four of the six goals of the Comprehensive Land Development Plan.

Staff stated that they found the request to not be consistent with Goal 6- which is preservation of the residential neighborhood. Director Westbrook stated that the operation hours for the proposed uses will be different from the previous use and the traffic will probably increase.

The UDO review process and the 6 procedural issues of the amendment request are presented to the Board.

Planning Staff presented recommendations for the CZ-21-02 amendment to the Planning Board members as they relate to the Comprehensive Land Development Plan.

1. The conditional zoning request is reasonable but is contrary to the Future Land Use Map of Aberdeen.

2. The application meets the standards of Section 3.7.3., Standards Applied to All Planned Development Districts.

3. The conditional zoning request is not compatible with the surrounding area, due to the impact on the surrounding neighborhood.

4. The conditional zoning request does not promote a preferred development pattern, and has an insufficient road network for the proposed uses and resulting traffic.

6. Staff feels that the conditional zoning application may be reasonable and in the public interest.

The applicant Dr. Aal-Anubia introduced himself and described his vision for developing the property. Several supporters of the project were in attendance and also spoke on behalf of the applicant and his success with past projects. Board members asked questions on various concerns such as traffic volume and parking facilities.

Chairperson Peele asked if the Traffic Impact Analysis (TIA) reported more than 600 cars would an engineer's traffic recommendations be required. Above 600 trips per day a Traffic Impact Analysis would be a required condition for approval. A condition could be a TIA the trip generation study would be based on the square footage and the uses to what the number would be.

Gymnatorium - assembly minor- is there sufficient parking? that will be reviewed with the site plan review. TRC review will occur prior to the permitting. Chairperson Peele asked if there are limits on what they can teach and if the site could support her concern was the type of equipment that may be

brought to that area and if the roads could support the uses and the traffic they bring. What are the accessory Day Care standards to the NC standard? Day Care will be to state code.

Staff is requesting the applicant meet the following 3 conditions prior to the conditional zoning amendment Network Commerce Association, LLC, Planned Development (CZ-21-02) being recommended to the Board of Commissioners.

1. Prior to any issuance of a Building Permit for the parcels, all three (3) parcels shall be combined in accordance with the Unified Development Ordinance (UDO).
2. Prior to any issuance of a Building Permit for the parcels, a Site Plan submittal will be required and approved by the Technical Review Committee (TRC).
3. A Traffic Impact Analysis (TIA), sealed by a NC licensed engineer, shall be provided to Staff, by the applicant. All recommendations of the TIA shall be installed prior to any issuance of a Building Permit for any Use Types.

The Board voted on the following motions for Network Commerce Association, LLC, Planned Development (CZ-21-02) request.

A motion was made by Ms. Innes, seconded by Mr. Bone, that Planned Development (CZ-21-02) was not consistent with adopted policy guidance with the Town of Aberdeen, opposed- Ms. Janker. Motion passes 6-1.

A motion was made by Mr. Marcham, seconded by Ms. Allred, that the request for Planned Development (CZ-21-02) is consistent with Planned Development District Standards as presented by Staff. Motion unanimously carries 7-0.

A motion was made by Mr. Bone, seconded by Ms. Cowan, that Planned Development (CZ-21-02) is not compatible with the surrounding area, due to the impact on the surrounding neighborhood. Motion unanimously carries 7-0.

A motion was made by Ms. Innes, seconded by Mr. Bone, that Planned Development (CZ-21-02) does not promote a preferred development pattern. Motion passed 6-0, 1 opposed was Ms. Janker.

A motion was made by Ms. Janker, seconded by Ms. Allred, that the Planned Development (CZ-21-02) developed under the UDO standards does effectively mitigate adverse impacts from the request. Motion unanimously carries 7-0.

A motion was made by Ms. Innes, seconded by Ms. Allred, that the Planned Development (CZ-21-02) is reasonable and in the public interest. Motion unanimously carries 7-0.

A motion was made by Mr. Bone, seconded by Ms. Janker, to recommend the approval of Planned Development (CZ-21-02) to the Board of Commissioners as it is in the best interest of the community and it serves a need in the community, to include the Staff conditions that all 3 parcels be combined, a site plan be provided and approved by the Town Planning Department Staff and a Traffic Impact Analysis (TIA) be provided to Staff for review. Motion unanimously carries 7-0.

6. Other Business

Director Westbrook distributed the updated UDO documents to the Board members.

7. Adjournment

A motion was made by Mr. Bone, seconded by Ms. Allred, to adjourn the meeting. Motion unanimously carried 7-0. Meeting adjourned at 9:06 pm.

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Cathi Ericson, Administrative Assistant  
Minutes were completed in  
Draft form on October 21, 2021

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Janet Peele, Chairperson  
Minutes were approved on  
January 20, 2022



Town of Aberdeen  
*Planning & Inspections Department*

115 North Poplar Street  
Aberdeen, NC 28315  
910-944-7024

**MEMORANDUM**

**TO:** Planning Board  
**FROM:** Danielle Orloff, CZO - Planner  
**SUBJECT:** 2022 Meeting Schedule  
**DATE:** 1-20-2022

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**Background:** In the past several years, the Planning Board typically met on the third Thursday of every month (except July) at 6:00 PM, in the John Curtis McInnis boardroom located at Town Hall.

**Update:** To keep in line with previous practices, Staff has listed the dates for the Planning Board meeting schedule for 2022 approval:

- ~~January 20, 2022~~
- February 17, 2022
- March 17, 2022
- April 21, 2022
- May 19, 2022
- June 16, 2022
- August 18, 2022
- September 15, 2022
- October 20, 2022
- November 17, 2022
- December 15, 2022