



**TOWN OF APEX
PLANNING BOARD MEETING MINUTES**

Meeting Date: July 9, 2018

The Planning Board held their regular meeting on July 9, 2018 at 4:30 p.m. at the Apex Town Hall Campus, 73 Hunter Street, Apex North Carolina, 2nd Floor Council Chambers, Members present were, Chair Margo Bills, Vice Chair Michael Marks, Board Members Tommy Morgan, David Hooks, Beth Godfrey, Jim Mead, and Reginald Skinner. Member absent was Danielle Bedotto.

Chair Bills called the meeting to order at 4:30 p.m. Member Morgan gave the Invocation and Chair Bills led the Pledge of Allegiance.

Planning Director Khin stated the next public workshop for Advance Apex is scheduled for August 2, 2018 at 4:00 pm on the 3rd floor of Town Hall.

PUBLIC FORUM

Chair Bills opened the floor for citizens to speak on non-agenda items. Stuart Jones stated they want 1 parking space per 250 sq. ft. of office space for the upcoming UDO amendment regarding parking requirements. Chair closed the public forum.

CONSENT

Item #1 – Minutes from the June 11, 2018 regular meeting. Chair Bills called for a motion. Member Marks made a motion to recommend approval. Member Morgan seconded. Motion carried with a unanimous vote.

PUBLIC HEARING

Item #1

Amanda Bunce, Planning Manager stated in Rezoning Case #17CZ20 Roberts Crossing PUD, the applicants, Stuart Jones, Jones & Clossen Engineering, PLLC / SBTJ Joint Venture, LLC are seeking to rezone approximately ±35.6 acres from Rural Residential (RR) to Planned Unit Development-Conditional Zoning (PUD-CZ) located at 0, 7013, 7019, 7021, 7029, & 7113 Roberts Road. Planner Bunce oriented those present as to the location of the subject properties, existing zoning, land uses and 2030 Land Use Map designations. The proposed rezoning is consistent with the current 2030 Land Use Map. A neighborhood meeting was held on June 16, 2017; the report on that meeting is included in the agenda packet. The pond is to remain on the property. Planner Bunce stated the proposed uses, conditions, densities and buffers. A new kind of condition is proposed regard economy housing units which is housing that can be purchased by a household that earns approximately the median household income. The rezoning is consistent with Apex Transportation Plan and staff recommends approval as submitted.

The applicant, Stuart Jones, Jones & Clossen Engineering, PLLC representing the developer James Tucker and the property owners, stated it is across from a townhome development located in Cary, they have Type A buffers on three sides. They will control the price point by limiting the size of the economy units.

Chair Bills opened the public hearing for anyone to speak in favor or opposition of the rezoning. Don Poitras of 7121 Roberts Road stated there was a condition of 3½ units per acre at the neighborhood meeting. Mike Smith of 105 Trelawney Lane stated there was talk about commercial mixed use office uses and market demand in this area; there are no demands of this kind in the area. The medium density in the 2030 plan is appropriate. The applicant is relying on a TIA from 2017 which is no longer reliable. The morning traffic to the school is very dense and a new traffic study would help with determining entrances, widening requirements, etc. Urges the Board to request a new traffic study in the fall. Cindy Anfindsen of 720 Old Kestrel Drive concurred with Mike Smith's comments. She asked the Board to consider the traffic from Flats at 540 apartments around the corner.

Chair Bills closed the public hearing.

Chair Bills stated the Council can recommend or require an additional traffic study, not the Planning Board. Member Hooks stated commercial was mentioned for this rezoning. Planner Bunce stated commercial uses were dropped for this project.

Chair Bills called for the motion. Member Morgan made a motion to recommend approval to Town Council with conditions proposed by the applicant and note to Council that a new TIA should be conducted in the fall. Member Skinner seconded. Motion carried with a unanimous vote.

Item #2

Sarah Rayfield, Senior Planner stated in Rezoning Case #18CZ14, the applicant, JVI Building & Development, Inc., is seeking to rezone approximately ±0.35 acres from Rural Residential (RR) to Medium Density Residential-Conditional Zoning (MD-CZ) located at 1912 Kelly Road. Planner Rayfield oriented those present as to the location of the subject properties, existing zoning, land uses and 2030 Land Use Map designations. Two neighborhood meetings were held on January 29 and March 27, 2018; the report on those meetings are included in the agenda packet. The conditions are listed in the packet and are consistent with the MD-CZ designation and staff recommends approval.

The applicant, Stuart Jones stated they did a land swap and ended up purchasing a lot on Beaver Trail allowing one more lot.

Chair Bills opened and closed the public hearing; no one came forward to speak on this item. Chair Bills called for the motion. Member Godfrey made a motion to recommend approval to Town Council with the conditions proposed by the applicant. Member Hooks seconded. Motion carried with a unanimous vote.

Item #3

Liz Loftin, Planner II stated in Rezoning Case #18CZ15 the applicant, Glen Arbor Capital, LLC, is seeking to rezone approximately ±0.52 acres from Medium Density Residential (MD) to Planned Unit Development-Conditional Zoning (PUD-CZ) located at 314 N. Mason Street. Planner Loftin oriented those present as to the location of the subject properties, existing zoning, land uses and 2030 Land Use Map designations. A neighborhood meeting was held on March 29, 2018; the neighborhood meeting report is included in the agenda packet. A full list of design controls and architectural standards are listed in the staff report. No buffers or RCA are required; the plan is consistent with the Apex Transportation plan and staff recommends approval.

The applicant, Jill Liken of Glen Arbor Homes stated they will have a combined driveway to reduce access points on Mason Street. The biggest concern at the March meeting was the large trees and she is working on saving as many trees as possible and will only be removing one large tree and one dead tree. She wants to build two, 2-story homes on this property. These homes will fit in well with the surrounding area and she will install a pedestrian sidewalk in front of the homes.

Chair Bills opened the public hearing for anyone to speak in favor or opposition of the rezoning.

Scott Uhrig of 312 N Mason Street stated they are in support of Jill's plan and any changes she makes to her plan, she updates all of the neighbors. Bryan Johnson of 315 N Mason Street stated he supports this plan and would like to see vacant lots developed in and near the downtown area.

Chair Bills closed the public hearing and called for the motion. Member Hooks made a motion to recommend approval to Town Council with the conditions proposed by the applicant. Member Skinner seconded. Motion carried with a unanimous vote.

NEW BUSINESS

Item #1

Sarah Rayfield, Senior Planner presented the Winston Master Subdivision Plan. The applicant, Stuart Jones, Jones & Cnossen Engineering/JVI Development propose 10 lots comprised of 9.51 acres located at 1912 Kelly Road. Planner Rayfield oriented those present as to the location of the subject property, existing zoning designations and uses and stated a neighborhood meeting was held on December 20, 2017 and on June 20, 2018. The neighborhood meeting reports are included in the staff report. The applicant is proposing 1.05 units per acre, 2% RCA and a 10 ft. perimeter buffer are required. The subdivision plan is consistent with the Apex Transportation Plan, the UDO, and staff recommends approval.

Chair Bills called for the motion. Member Hooks made a motion to recommend approval to Town Council. Member Morgan seconded. Motion carried with a unanimous vote.

Item #2

Amanda Bunce stated the following UDO amendments requested by Stuart Jones, Jones & Cnossen Engineering:

- Secs. 4.2.2 Use Table; 4.3.5 Use Classifications, Commercial Uses; 4.3.6 Use Classifications, Industrial Uses; 4.4.5 Supplemental Standards, Commercial Uses; 8.2.6.B.4 Landscape Buffers Between Land Uses, Land Use Classes; and 8.3.2 Off-Street Parking Requirements in order to add "Commissary", "Automotive Accessory Sales and Installation", and "Manufacturing and Processing, Minor" as permitted uses and to add the necessary standards for such uses to the UDO.

Staff recommends approval of the proposed amendments.

Chair Bills called for the motion. Member Mead made a motion to recommend approval to Town Council. Member Marks seconded. Motion carried with a unanimous vote.

Item #3

Jenna Shouse stated the following UDO amendments requested by staff:

- Secs. 8.2.2 *General Landscaping Design Standards*, Sec. 8.3 *Off-Street Parking and Loading*, Sec. 8.4 *Community Amenities and Pedestrian Flow*, Sec. 8.5 *Operational Compatibility Standards*, Sec. 8.6 *Exterior Lighting*, and Sec. 12.2 *Terms Defined* in order to update the off-street parking and loading requirements to present-day standards; provide clarity and completeness for situations where the UDO is silent or unclear; and to prepare for trends in design, technologies, and multi-modal travel.

Shouse stated input was provided by the Apex Police Department, Planning staff, development community and the Planning Committee. Shouse summarized the following:

- Off-street parking requirements
- Rules for computing requirements
- Use of off-street parking areas and alternatives
- Parking reductions
- Community amenities and pedestrian flow
- Exterior lighting
- Parking lot design standards
- Off-street bicycle parking requirements

Discussion ensued regarding downtown parking, parking at large retail locations, apartment communities as well as handicap parking.

Chair Bills called for the motion. Member Skinner made a motion to recommend approval to Town Council. Member Godfrey seconded. Motion carried with a unanimous vote.

There being no further business, the meeting adjourned at 6:20 p.m. The foregoing minutes are approved this the 13 day of August, 2018.



Margo Bills
Chair



Bonnie J. Brock, CMC, NCCMC
Deputy Town Clerk