



Agenda
Village of Clemmons Planning Board
Regular Meeting

March 21, 2023

**REGULAR MEETING OF
THE VILLAGE OF CLEMMONS PLANNING BOARD
March 21, 2023 AGENDA**

The Meeting will begin at 6:00 pm.

I. CALL TO ORDER

II. APPROVAL OF MINUTES for December 20, 2022 meeting

III. CHANGES AND/OR APPROVAL OF AGENDA

IV. ANNOUNCEMENTS

V. PUBLIC COMMENTS

VI. BUSINESS

A. Public Hearing for Zoning Text Amendment to amend multiple sections in Chapter B Zoning Ordinance of the *Unified Development Ordinances*. (**Zoning Docket C-UDO-88**).

B. Staff Report – Next scheduled meeting on April 18, 2023.

VII. FOR THE GOOD OF THE ORDER

VIII. ADJOURNMENT

**REGULAR MEETING OF
THE VILLAGE OF CLEMMONS PLANNING BOARD
December 20, 2022 MINUTES**

The Village of Clemmons Planning Board met on December 20, 2022 at 6:00 p.m. The meeting was held at Village Hall, Clemmons, North Carolina. The following members were present: Lanny Farmer, Kevin Farmer, Tressa Krenzer, and Tom Mekis. Members Rob Cockrum, Carolyn Miller, and Randy Wooden were absent. Assistant Manager Amy Flyte, Planning Director Doug Moore, Attorney Elliot Fus, and Planning Technician Caroline Drake were also present.

I. CALL TO ORDER

Chairman Tom Mekis called the meeting to order at 6:06 p.m.

II. APPROVAL OF MINUTES for September 20, 2022 meeting

Lanny Farmer made a **motion** to approve the September 20, 2022 minutes. Kevin Farmer seconded the motion which was unanimously approved.

III. CHANGES AND/OR APPROVAL OF AGENDA

Kevin Farmer made a **motion** to approve the agenda as presented. Tressa Krenzer seconded the motion which was unanimously approved.

IV. ANNOUNCEMENTS

Planning Technician Drake introduced Doug Moore, the new Planning and Community Development Director for the Village of Clemmons. Planning Director Moore described his extensive experience in the planning profession and his previous service on planning commissions.

V. PUBLIC COMMENTS

There were no public comments.

VI. ELECTION OF OFFICERS: Secretary

Planning Technician Drake explained that the previous Planning Director, Nasser Rahimzadeh, was serving as the Secretary for Planning Board, and due to his departure, the Board would need to elect a new Secretary. Lanny Farmer made a **motion** to nominate Planning Director Moore as the new Secretary. Kevin Farmer seconded the motion which was unanimously approved.

VII. BUSINESS

- A. Preliminary Major Subdivision Review** for Tanglewood Trace Subdivision by Doylestown Properties, LLC located on 6.06± acres zoned RS-9 to include 10 lots

at 4200 Clinard Road and shown as PIN 5882-75-2777 on a site plan map located in the Village of Clemmons Planning Department and on the Village of Clemmons website (**Zoning Docket C-22-001**).

Planning Technician Drake highlighted the changes to the site plan that occurred since the Board last saw the plan at the September 1, 2022 Work Session. A turnaround per Fire Code was added and each lot was over a half-acre in size, so stormwater quantity would not have to be treated. The tree save area exceeded the required minimum. There was no confirmation from the United States Postal Service regarding whether a mail kiosk would be needed since all the lots do not face the same road. Planning staff suggested that the Board may consider adding a condition specifying that mail kiosk placement requirements from the USPS be addressed before the issuance of permits. Planning Technician Drake also noted that the applicants will be utilizing the option of fee in lieu of sidewalks since there are no sidewalks present on Hearthstone Road or Clinard Road. The applicants will also submit a fee in lieu of open space. There was discussion regarding the mail kiosk requirement and TRC feedback.

Lanny Farmer made a **motion** to recommend **APPROVAL** for the preliminary subdivision plan for Zoning Docket C-22-001 presented in the site plan review record (attached hereto as Exhibit A and incorporated as part of the minutes) with the added condition that the mail kiosk will be provided by the developer if required. Kevin Farmer seconded the motion which was unanimously approved.

B. Staff Report – Next scheduled meeting on January 17, 2023.

Planning Technician Drake advised that a site plan amendment for the AAA Storage site to add “motor vehicle, renting or leasing” as a permitted use may be coming before the board in the near future, but the application status was currently incomplete, so it would not be going before the Board for consideration in January.

Planning Technician Drake advised that staff has continued to research ways to improve the public notification process for zoning map amendments as directed at the September 20, 2022 meeting. Assistant Manager Flyte advised that the Village has also introduced a method of submitting public comments online.

VIII. FOR THE GOOD OF THE ORDER

Kevin Farmer suggested that the Village’s website page “What’s Coming to Town?”, which contains information regarding pending developments, be renamed to avoid confusion and make it easier to identify where site plans are located.

There was discussion comparing the public notice requirements for zoning map amendments and subdivisions.

IX. ADJOURNMENT

Tressa Krenzer made a motion to adjourn at 6:28 p.m. Lanny Farmer seconded the motion which was unanimously approved.

Respectfully submitted,

Caroline Drake, Planning Technician

Doug Moore, Secretary

DRAFT