REGULAR MEETING OF
THE VILLAGE OF CLEMMONS PLANNING BOARD
June 20, 2023 MINUTES

The Village of Clemmons Planning Board met on June 20, 2023 at 6:00 p.m. The meeting was held at Village Hall, Clemmons, North Carolina. The following members were present: Lanny Farmer, Tressa Krenzer, Tom Mekis, Carolyn Miller, Dave Orrell, and Randy Wooden. Member Kevin Farmer was absent. Assistant Manager Amy Flyte, Planning Director Doug Moore, Planner Caroline Drake, and Attorney Al Benshoff were also present.

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES for May 16, 2023 meeting

Lanny Farmer made a motion to approve the minutes as presented. Carolyn Miller seconded the motion which was unanimously approved.

III. CHANGES AND/OR APPROVAL OF AGENDA

There were no changes to the agenda. Carolyn Miller made a motion to approve the agenda as presented. Randy Wooden seconded the motion which was unanimously approved.

IV. ANNOUNCEMENTS

Chairman Mekis announced that there is a public engagement survey for the Village of Clemmons Pedestrian Plan which will be available online until July 16th. Planning Director Moore added that the survey has a map section where comments can be added to note where improvements to the pedestrian network are needed and wanted. He emphasized that survey responses are incorporated as part of the plans which are used to apply for grants that fund the infrastructure.

V. PUBLIC COMMENTS

There were no public comments.

VI. BUSINESS

A. Preliminary Major Subdivision Review for Allen Farms Subdivision by Jack Warren Griffith, Thomas Allen Griffith, and Wesley Van Griffith located on 8.53± acres zoned RS-9 to include 15 lots at 6773 Idols Road and shown as PIN 5892-12-6348 on a site plan map located in the Village of Clemmons Planning Department and on the Village of Clemmons website. (Zoning Docket C-23-001)
Planner Drake presented Zoning Docket C-23-001 to the Planning Board (attached hereto as Exhibit A and incorporated as part of the minutes). The preliminary major subdivision is proposing two road connections to the existing adjacent Idolwood subdivision. The subdivision proposes fifteen lots with fourteen of the lots obtaining access from the new public street connecting to Idolwood and one lot obtaining access directly to Idols Road. The plan also proposes fee-in-lieu of dedication of open space, continuation of sidewalks along the same side of the road as Idolwood, and stormwater control measures. Staff recommendation is approval.

There was discussion by the Board regarding connectivity requirements, adding development with connections only through residential streets, parking requirements, and the subdivision approval process.

Lanny Farmer made a motion to recommend APPROVAL for the preliminary subdivision plan for Zoning Docket C-23-001. Dave Orrell seconded the motion which was unanimously approved.

**B. Zoning Text Amendment** to amend multiple sections in Chapter B Zoning Ordinance of the *Unified Development Ordinances*. The text amendment is on file in the Village of Clemmons Planning Department and on the Village of Clemmons website. *(Zoning Docket C-UDO-90)*

Planning Director Moore presented Zoning Text Amendment C-UDO-90 to the Planning Board (attached hereto as Exhibit B and incorporated as part of the minutes). He explained that the purposes of the text amendment are: to correct typographical errors relating to redevelopment; to remove existing occupancy requirements for accessory dwelling units that do not comply with current state case law; to correct measurements in the sign table from C-UDO-88; and to make it clear that non-conforming billboards along I-40 do not have an amortization schedule and can be reconstructed within two years in the event of a severe, unanticipated natural event provided certain conditions are met.

There was no one signed up to speak.

The Board discussed the existing ordinances allowing manufactured homes as accessory dwelling units upon obtaining a special use permit.

Randy Wooden made a motion to adopt the consistency statement as stated in the Planning Board Statement (attached hereto as Exhibit C and incorporated as part of the minutes) and recommend APPROVAL for the zoning text amendment for Zoning Docket C-UDO-90. Carolyn Miller seconded the motion which was unanimously approved.

**C. Staff Report** – Next scheduled meeting on July 18, 2023.

Planner Drake advised that there would likely be one zoning map amendment case at the July 18, 2023 meeting. Planning Director Moore announced that the Planning Department had recently received funding for the 2023-2024 fiscal year to hire a Planning Technician, rewrite the Unified Development Ordinances, create an Idols Road Corridor Plan, and adopt a new transportation plan as well as a new Safe Streets and Roads for All Action Plan.
VII. FOR THE GOOD OF THE ORDER

Chairman Mekis thanked outgoing board members Carolyn Miller, Tressa Krenzer, and Rob Cockrum for their service to the Board and the time and effort they contributed during their terms.

VIII. ADJOURNMENT

Lanny Farmer made a motion to adjourn at 6:34 p.m. Randy Wooden seconded the motion which was unanimously approved.

Respectfully submitted,

Caroline Drake, Planner

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Doug Moore, Secretary
CONDITIONS:

PRIOR TO THE ISSUANCE OF GRADING PERMITS:

a) Developer shall obtain a stormwater management permit from the Village of Clemmons Stormwater Administrator.
b) The Developer shall submit a professionally designed Erosion and Sedimentation Control Plan along with an original signed/notarized Financial Responsibility/Ownership (FRO) form for review and approval, if the proposed project creates more than 10,000 square feet of land disturbance.
c) Developer shall meet the tree protection standards during construction as required in Chapter B.3-4 Landscaping and Tree Preservation Standards.

PRIOR TO RECORDING FINAL PLAT:

a) Developer shall bond or provide some other acceptable performance guarantee for the required sidewalks.
b) Developer shall submit a payment in lieu of open space to the Village of Clemmons.
c) Developer shall build roads to public street standards.
d) Developer/Homeowners Association shall be created and be responsible for maintenance post-development of all common areas, including the grassed/landscaped island adjacent to the mail kiosk, the stormwater management controls, and the tree save areas. A note shall be added to the final plat.

PRIOR TO THE ISSUANCE OF BUILDING PERMITS:

a) Developer shall record a final plat in the office of the Register of Deeds. Final plat shall include, among other requirements, proposed public streets rights-of-way, negative access easement for pertinent lots, property lines, approved addresses for each lot, tentative building locations, and public access and maintenance easements for any sidewalks located along public streets which are outside of the public right-of-way as well as all required payment in lieu calculations.
b) The Developer shall submit water/sewer extensions plans to Utilities Plan Review for permitting/approval. Water meters purchased through City of Winston-Salem. Utility system development fees to be paid at the time of meter purchase.
c) Developer shall obtain driveway permits from the Village of Clemmons Public Works Department.

PRIOR TO THE ISSUANCE OF OCCUPANCY PERMITS:

a) Developer shall obtain a stormwater occupancy permit from the Village of Clemmons Stormwater Administrator.
b) Developer shall construct required sidewalks and install street trees as shown on the preliminary plat.
BACKGROUND

This text amendment aims to rectify numerical inconsistencies in the redevelopment standards, remove unenforceable occupancy standards for accessory dwelling units, and provide more specifications for the recently revised sign ordinance and the related nonconforming structures sections.

APPLICABLE SECTIONS OF THE UDO

The following sections are proposed for amendment:

• Chapter B, Article 1-5.5 Redevelopment
• Chapter B, Article 2-6.4 Accessory Uses
• Chapter B, Article 3-2.1 Sign Regulations
• Chapter B, Article 5-2.9 Amortization of Nonconforming Uses
PLANNING BOARD STATEMENT

Per G.S. §160D-604(d) “Plan Consistency. – When conducting a review of proposed zoning text or map amendments pursuant to this section, the planning board shall advise and comment on whether the proposed action is consistent with any comprehensive or land-use plan that has been adopted and any other officially adopted plan that is applicable. The planning board shall provide a written recommendation to the governing board that addresses plan consistency and other matters as deemed appropriate by the planning board, but a comment by the planning board that a proposed amendment is inconsistent with the comprehensive or land-use plan shall not preclude consideration or approval of the proposed amendment by the governing board.”

The following is a consistency statement for Planning Board to consider. The statement may be used, partially or in its entirety. Planning Board may amend accordingly.

Consistency Statement for Unified Development Ordinances Text Amendment C-UDO-90:
The proposed unified development ordinance text amendment C-UDO-90 is consistent with the Village of Clemmons Community Compass. The text amendment addresses minor issues and typographical errors that were found during and shortly after the adoption of C-UDO-88 and C-UDO-89. Additionally, C-UDO-90 repairs several typographic found in previous amendments and removes occupancy requirements for accessory dwelling units that are not compliant with North Carolina case law.

- Applicable Clemmons Community Compass themes, goals, and objectives
  - Goal #1: Managed Growth and Balanced Land Use. This goal reads, in part, “Land development will be balanced …” and “A continuum of development forms will be found in Clemmons - from rural, to suburban, to village core.” The amended sign ordinance provides appropriate signage is quantity and size based on the type of development. Signs are calibrated to the type of development. For example, intense commercial uses may have relatively more and larger signs than residential and/or rural areas.
  - Goal #2: Revitalized Commercial Corridors “Mature commercial corridors, Lewisville-Clemmons Road and US-158, will be redeveloped and revitalized. These redesigned corridors will reflect our Village character and create a lasting experience and sense of place for visitors and residents. Development will be designed to accommodate vehicles, bicyclists and pedestrians and will employ human-scale designs that improve and beautify our streetscapes and gateway areas.” The amended sign ordinance reduces sign clutter and visual confusion, reflecting the character of the Village. Signs will be sized for the scale of development. Wayfinding and internal-circulation signs are permitted to aid motorists as well as pedestrians and bicyclists.
  - Goal #3: Wide Range of Housing Opportunities “Housing opportunities for all members of our community will be provided in Clemmons: rental apartments, starter, mid-level, and upscale homes, as well as senior housing.” The amendment clarifies accessory dwelling units language making it easier to understand how this housing type can be better utilized.
  - Objective #3: Focus commercial activity within activity centers. The proposed text amendments propose streamlined and much simpler standards for signage in commercial areas. Development with more than three buildings / uses will provide a unified sign plan that will cause all signs to have a similar style.
  - Objective #26: Develop plan for streetscape restoration. The proposed text amendments will reduce visual clutter. Signs will be sized appropriately. No permanent signs will be permitted to encroach in rights-of-way. As noted above, multi-user developments will have uniform sign plans, further improving streetscape aesthetics.