



Docket # C-250
Planning Department
3715 Clemmons Road
Clemmons, NC 27012
P | 336.766.7511 F | 336.766.7536
www.clemmons.org

NEIGHBORHOOD MEETING REPORT

Before an application for a zoning map amendment is heard by the Planning Board, the petitioner must conduct a neighborhood meeting.

Notification of Property Owners and Tenants:

Notification of the neighborhood meeting by the petitioner is required a minimum of fourteen (14) days in advance of the meeting, by mail, to all owners and occupants within 500 feet of the land subject to the application.

Note: All measurements shall be made by drawing a straight line from the nearest point of the lot line for the subject property to the nearest point of the lot line for the adjoining parcels.

The notification must contain the following information:

- The time and place of the meeting
- A vicinity map and short description of the project
- The purpose of the meeting
- A proposed site plan for the project (if applicable)

Meeting Information:

At the neighborhood meeting, the petitioner shall explain the development proposal and application, answer any questions, and respond to concerns neighbors have about the application and proposed ways to resolve conflicts.

The petitioner shall provide the following information to attendees.:

- The purpose of the neighborhood meeting
- A description of the proposed development
- The development review procedures the application will follow
- The potential for changes in the proposal as it proceeds through the review process
- Sources of further information about the development review process
- Any additional information that would promote understanding of the development proposal

Meeting Report:

The report may be submitted with the zoning map amendment application or submitted no later than eight (8) days before the Planning Board meeting for which the subject map amendment is scheduled.

If the petitioner fails to provide the required report to Planning staff at least eight (8) days prior to the date of the Planning Board meeting for which the subject rezoning is scheduled, the subject request will be automatically continued to the next scheduled Planning Board public hearing meeting.

Neighborhood Meeting

Date: 08/30/2022 Time: 6:00pm to 7:30pm

Location: 3715 Clemmons Road, Clemmons, NC 27106

Date of Notification Mailing: 08/15/2022

(Attach a list of those persons and organizations that were sent notice about the Neighborhood Meeting)

Number of Attendees: 9

(Attach a copy of the signed attendance list that includes names and addresses of those in attendance)

Summary of Issues

- A desire to see the proposed development and requesting that we use Special Use District Zoning.
- Traffic concerns along Harper Road.
- The requested zone is simply too dense.
- Stormwater runoff to adjacent parcels.
- Concerns about water/sewer access and connections.

(Attach additional sheets as needed)

Changes made to the Petition by the Petitioner as a result of the meeting:

(Attach additional sheets as needed)

Note: *If the petitioner makes substantive change(s) to the application following the neighborhood meeting on topics which were not discussed at the neighborhood meeting, that fact may be noted in the staff report. Substantive change(s) to the application on topics which were not discussed at the neighborhood meeting shall require that the petitioner renotify neighboring property owners through physical or electronic mail.*

Neighborhood Meeting Report prepared by:

Preparer's Name: Nasser Rahimzadeh Date: 8/31/22

Neighborhood Meeting Sign-In Sheet

Name	Address
Laura Thomas	1101 Pineside Dr.
Mohammad Tayyab	8990 Centurion Pl Dr. Clemm
John Davis	2834 Harper Rd Clemmons
Pat Stuart	2601 Harper Rd Clemmons
Cindy Pipes .	2650 Harper Rd Clemmons



NEIGHBORHOOD MEETING

Meeting Information:

At the neighborhood meeting, the petitioner shall explain the development proposal and application, answer any questions, and respond to concerns neighbors have about the application and proposed ways to resolve conflicts.

The petitioner shall provide the following information to attendees:

The purpose of the neighborhood meeting – The purpose of this neighborhood meeting is to inform neighboring properties of the proposed zoning map amendment request seeking to amend property addressed 2838 Harper Road, located on the western side of Harper Road approximately 800 feet north of S Peace Haven Road, Parcel Identification Number (PIN) 5883-67-9829, consisting of 15.29± acres as shown on a site plan located in the Village of Clemmons Planning Department and on the Village of Clemmons website. (**Zoning Docket C-250**)

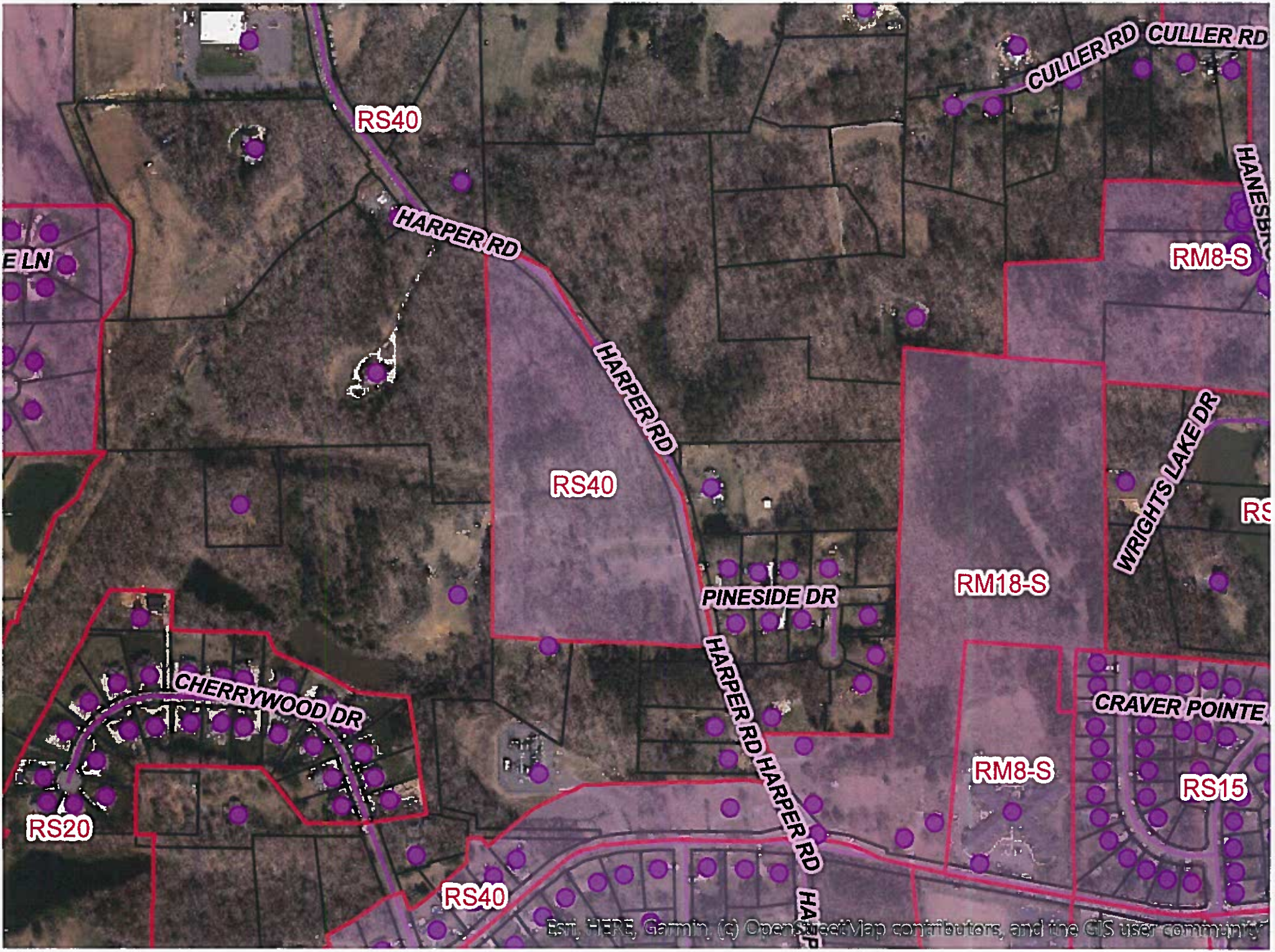
A description of the proposed development – No proposed development for the property. The Village is proactively rezoning its property. See the handout on allowed uses for RM-8 (Residential, Multifamily)

The development review procedures the application will follow – Handouts explaining the zoning map amendment process are available.

The potential for changes in the proposal as it proceeds through the review process – It is possible to see changes in the request based on input from the neighborhood meeting and the Planning Board.

Sources of further information about the development review process – Please see the handout explained above.

Any additional information that would promote understanding of the development proposal – Village staff is here to answer any questions you may have about the proposed petition.



Uses Permitted in the RM-8 District:

- Residential building, single-family
- Duplex
- Twin Home
- Family Group Home A
- Bed and Breakfast
- Recreation facility, public
- Swimming pool, private
- Church or religious institution, neighborhood
- Library, public
- Nursing care institution
- Police or fire station

Review by Planning Board required:

- Townhouse
- Multifamily
- Congregate Care Facility
- Family Group Home B
- Fraternity or Sorority
- Life Care Community
- Planned Residential Development
- Golf Course
- Child Day Care, Large Home
- Church or Religious Institution, Community
- Limited Campus Uses
- School, Private
- School, Public
- Utilities

Special Use Permit from the Board of Adjustment required:

- Adult Day Care Center
- Child Care (Sick Children)
- Child Day Care Center
- Habilitation Facility A
- Landfill, Land Clearing/Inert Debris
- Park and Shuttle Lot
- Transmission Tower

Special Use Permit from the Elected Body required:

- Access Easement, Private Off-Site
- Parking, Off-Site, for Multifamily or Institutional uses



THE REZONING PROCESS

Planning Department
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Rezoning in Clemmons involves submitting a petition (or application) to change a zoning district from one designation to another. There is a monthly deadline by which all petitions must be filed. Copies of the Development Calendar are available on our website. Petitioners may request a general use or special use district (with a site plan) rezoning. All rezoning petitions along with the applicable fees are filed at Village Hall. The petitioner(s) must typically be owners or have the owner's permission to rezone the property.

General Use District Rezoning- A General Use District rezoning petition requests that a parcel be changed from one zoning district (e.g., RS-9, or Residential Single-Family with 9,000 sf minimum lot size requirement) to another district (e.g. GB or General Business) without specifying the particular use or manner in which the property will be utilized. Those who file General Use District rezoning petitions are not allowed to speak to any specific use for the property at the public hearing, as boards must consider every use and development scenario permitted in the proposed zoning district.

Special Use District Rezoning- A Special Use District rezoning petition requests that a parcel be changed from one zoning district (e.g., RS-9) to another district (e.g., GB-S, or General Business, special use) which will be limited to a specific use(s) identified and graphically illustrated on a site plan that accompanies the application. A site plan checklist is available on our website (www.clemmons.org). Conditions are typically attached to the Special Use site plans.

How does the rezoning process work?

1. The process requires a pre-application meeting. The meeting will discuss submission procedures, timetable and may include the distribution of materials (the rezoning applications, site plan checklists, and requirement materials are also on our website). For Special Use District petitions, site plans should include information required on the appropriate checklist. Applicants may also desire to have an informal interdepartmental review of their proposed project prior to submitting their rezoning application. Applicants may receive a 30-minute sketch plan review period every Tuesday beginning at 10:00 a.m. Additional information regarding sketch plan review can be found on our Sketch Plan Meetings handout located on our website.
2. Petitioners are required to complete the neighborhood meeting report for any rezoning petition. Failure to submit the report in a timely manner shall result in delays.
3. Once the application and all applicable information (including fee) has been filed (see filing procedures in the Overview section above) the petition will be assigned a case number, and you will be advised of the later steps and timetables. Applications for any rezoning shall contain a description of the property. Such description shall be by reference to the latest available parcel identified as maintained by the Forsyth County Tax Assessor and shall include a reference to a recorded plat if available. If a portion of a lot is included in the petition, the property description shall be a written metes and bounds description from a field survey or a sealed survey clearly depicting the property included in the rezoning. All descriptions shall be based on the United States National Spatial Reference System, shall define a closed polygon, and be performed by a professional land surveyor currently licensed by the North Carolina Board of Examiners for Engineers and Surveyors.

4. Staff prepares a zoning report for the Planning Board with a recommendation for either approval or denial. Staff begins the review process by visiting the site and may consult with other agencies to obtain their comments and input. Next, a report is prepared containing a review of the relevant points involved in the case including: compliance with the Clemmons Community Compass comprehensive plan, recommendation of the relevant adopted area plan; a discussion of any planning issues that impact the case; and a staff recommendation. In addition, site plans prepared for special use district petitions receive comments along with any conditions that may be placed on the site plan or zoning. This report is available for review a week prior to the scheduled Planning Board meeting on the site plan review portion of our website.
5. The Planning Board meets to hold a public hearing and review the petition. The staff presents its report and recommendation. If the recommendation is for approval, and no opposition is present at the hearing, the item may be placed on the consent agenda. In this instance, the public hearing process may be expedited. If the staff's recommendation is for denial, or if there is opposition present and wishing to speak about the request, a staff presentation is made and a full public hearing is held. A maximum of fifteen (15) minutes is allotted to each side (supporting and opposing) to present the respective views. Proponents and opponents will each be given an additional six (6) minutes (three minutes per speaker) of rebuttal time. The Planning Board will then make a recommendation to the Elected Body for approval or denial of the petition. The applicant or representative is strongly encouraged to attend the public hearings for the Planning Board and/or the Elected Body.
6. Following the Planning Board meeting, the case is then sent on to the Village of Clemmons Council for final decision. This review occurs regardless of the recommendation by the Planning Board, and the decision of the Elected Body is final. The entire process typically takes between three (3) to four (4) months.

Additional information which may be helpful to persons submitting petitions, including our development regulations are available via our website or at the Planning Department office. For more information contact the Planning Department (336) 766-7511.

DEVELOPMENT REVIEW SCHEDULE for 2022

Village of Clemmons

MONTH	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
EVENT	2022	2022	2022	2022	2022	2022	2022	2022	2022	2022	2022	2022
Application Acceptance Deadline 4:00 p.m.	Dec 1	Jan 3	Feb 1	Mar 1	Apr 1	May 2	Jun 1	July 1	Aug 1	Sep 1	Oct 3	Nov 1
Application Completeness Determination 4:00 p.m.	Dec 6	Jan 6	Feb 4	Mar 4	Apr 6	May 5	Jun 6	Jul 6	Aug 4	Sep 6	Oct 6	Nov 4
Planning Board Briefing Tues. 6:00 p.m.	Dec 21	Jan 18	Feb 15	Mar 15	Apr 19	May 17	Jun 21	Jul 19	Aug 16	Sep 20	Oct 18	Nov 15
Clemmons Technical Review Committee 4:00 p.m.	Dec 21	Jan 21	Feb 21	Mar 21	Apr 21	May 19	Jun 20	Jul 19	Aug 19	Sep 19	Oct 18	Nov 18
Site Plan Issue Resolution Deadline Mon. 9:00 a.m.	Jan 3	Jan 31	Feb 28	Apr 4	May 2	Jun 2	Jun 30	Jul 28	Sep 1	Oct 3	Oct 27	Dec 1
Planning Board Legal Ad Publication Clemmons Courier Thurs.	Jan 6 Jan 13	Feb 3 Feb 10	Mar 3 Mar 10	Apr 7 Apr 14	May 5 May 12	Jun 9 Jun 16	Jul 7 Jul 14	Aug 4 Aug 11	Sep 8 Sep 15	Oct 6 Oct 13	Nov 3 Nov 10	Dec 8 Dec 15
Mailed Notification and Sign Posting Deadline Fri. 4:00 p.m.	Jan 7	Feb 4	Mar 4	Apr 8	May 6	Jun 10	Jul 8	Aug 5	Sep 9	Oct 7	Nov 4	Dec 9
Neighborhood Meeting Report Deadline Mon. 4:00 p.m.	Jan 10	Feb 7	Mar 7	Apr 11	May 9	Jun 13	Jul 11	Aug 8	Sep 12	Oct 10	Nov 7	Dec 12
Staff Report Deadline Tues. 5:00 p.m.	Jan 11	Feb 8	Mar 8	Apr 12	May 10	Jun 14	Jul 12	Aug 9	Sep 13	Oct 11	Nov 8	Dec 13
Planning Board Public Meeting Tues. 6:00 p.m.	Jan 18	Feb 15	Mar 15	Apr 19	May 17	Jun 21	Jul 19	Aug 16	Sep 20	Oct 18	Nov 15	Dec 20
Village Council Briefing Mon. 6:00 p.m.	Jan 24	Feb 28	Mar 28	Apr 25	May 23	Jun 27	Jul 25	Aug 22	Sep 26	Oct 24	Nov 28	Jan 9
Village Council Legal Ad Publication Clemmons Courier Thurs.	Feb 3 Feb 10	Mar 3 Mar 10	Mar 31 Apr 7	Apr 28 May 5	Jun 2 Jun 9	Jun 30 Jul 7	Jul 28 Aug 4	Sep 1 Sep 8	Sep 29 Oct 6	Nov 3 Nov 10	Dec 1 Dec 8	Jan 12 Jan 19
Mailed Notification Deadline Thurs. 4:00 p.m.	Feb 3	Mar 3	Mar 31	Apr 28	Jun 2	Jun 30	Aug 4	Sep 1	Sep 29	Nov 3	Dec 1	Jan 12
Village Council Public Meeting Mon. 6:00 p.m.	Feb 14	Mar 14	Apr 11	May 9	Jun 13	Jul 11	Aug 8	Sep 12	Oct 10	Nov 14	Dec 12	Jan 23

Notes: #-denotes there will not be a Village Council briefing *-change in date due to holiday