



**TOWN of
WAKE FOREST**

**PLANNING BOARD MEETING
MINUTES**

January 04, 2011

Members Present: Bob Hill, Zachary Donahue, Al Merritt, Sonya Judd, Grif Bond, Kim Parker, Ward Marotti and Greg Harrington.

Members Absent: Weston Harris

Town Staff Present: Chip Russell, Planning Director
Chad Sary, Assistant Planning Director
Charlie Yokley, Senior Planner
Jim Furr, Town Attorney
Deeda Harris, Town Clerk

CALL TO ORDER

The regular meeting of the Wake Forest Planning Board was called to order by Chairperson Hill at 7:30 p.m.

REGULAR BUSINESS

ITEM: Approval of Minutes

ACTION: The minutes of the December 9, 2010 meeting were submitted with the agenda packet. Al Merritt made a motion to approve and Grif Bond seconded to approve the minutes. No discussion. Motion carried unanimously (7-0).

**New member Sonya Judd entered the meeting after the minutes were approved.*

ITEM: Introduction of New Planning Board Members

DISCUSSION: Sonya Judd was welcomed and congratulated by Planning Board Members. She provided a brief introduction of herself.

ITEM: Election of Officers

DISCUSSION: Town Attorney, Jim Furr opened the floor to nominations for two positions to be filled, Chair and Vice-Chair. Starting with position of Chairman, a motion was made by Ward Marotti to re-appoint Bob Hill and Grif Bond

seconded the motion. The motion passed unanimously (8-0).

Secondly, Mr. Furr opened the floor to nominations for the position of Vice-Chairman. A motion was made by Grif Bond to nominate Al Merritt and Ward Marotti seconded the motion. The motion passed unanimously (8-0).

NEW BUSINESS

ITEM: Case SD-10-05: Subdivision Master Plan for Crenshaw Village

DISCUSSION: Assistant Planning Director, Chad Sary stated that this is a request for approval of the Crenshaw Village Subdivision Master Plan. A request of this nature does require recommendation of approval by the Planning Board and approval by the Board of Commissioners.

Mr. Sary stated that the property is located in the vicinity of Dr. Calvin Jones Highway and US 1. Lowe's, Galaxy Drive, Verizon Wireless, Sherwin Williams and the ABC Store are all in the same area. To the East of the property is Bennett Park Subdivision. Richland Creek runs on the Eastern side of the property.

Mr. Sary also mentioned that in 2005 the master plan was approved for this site, but no physical construction ever took place so the plan expired. The property owner has been working through the years to revise the plan. Most of the proposed developed area is in the Northern portion of the site. The

Southern and Eastern sides will remain open space and undisturbed. There is also a greenway easement that is proposed along the Eastern property line that will meet our open space and greenway plan.

The site is accessed by Lowe's Avenue Extension. The other point of access is the extension of Falcate Drive.

There are fifteen commercial lots and the average lot size is 1.638 acres and will be serviced by public water and sewer systems.

The site will be divided into six phases. The first three phases are in the Western portion of the site. Phases 4, 5, and 6 are located at the Ligon Mill Rd extension.

Mr. Bond asked a question regarding the cul-de-sac on the eastern property line and why no stub was provided. Mr. Sary stated that a stub would have required a stream crossing over Richland Creek. Planning Director Chip Russell stated with the level of traffic a local street produces, its hard to justify the cost of a steam crossing.

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Steve Rice owner of Rice & Associates was present to answer questions.

Ward Marotti asked about the hydrological features that were on site and if a determination was done by NCDWQ. Mr. Rice stated that it was. Mr. Marotti also asked about the feature located in the southeastern portion of the site & why it does not have a drainage way buffer. Mr. Sary explained that he & several other staff members visited this portion of the site and saw no evidence of the feature draining water; in addition the staff report contained a letter from an Environmental Consultant supporting this. Mr. Marotti asked as to why the intermittent stream on the western portion of the site did not have a 100-foot watershed impoundment buffer. Mr. Russell stated that when he wrote the buffer standards he did not intend to follow the established state use classification definitions, but rather to only consider water supply use classifications to include waters specifically named by the state, not their tributaries not specifically named by the state and that this language can be discussed in the writing of the Unified Development Ordinance.

ACTION: Al Merritt made a motion to recommend approval of the plan subject to the following conditions:

1. During the first three years after approval of the master plan is granted, the construction plans for Phases 4-6 shall not be approved unless the final alignment of Ligon Mill Road has been determined by the Town of Wake Forest & NCDOT.
2. Individual lots shall have no driveways on to Future Ligon Mill Road.
3. Interconnect vehicle access areas of lots and provide cross-access easements where practical.

Greg Harrington seconded the motion and it was approved (7-1) with the following voting:

Ayes
Bob Hill
Zachary Donahue
Al Merritt
Sonya Judd
Grif Bond
Kim Parker
Greg Harrington.

Nays
Ward Marotti

ITEM: **SP-10-05: Development Plan – Richland Creek**

DISCUSSION: Senior Planner Charlie Yokley presented the plan. He stated that the project

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is a flex office, retail/convenient store with gas sales. The site is located on Durham Road near the future Waffle House. Mr. Yokley discussed lot size, building size, traffic, and access. He noted that a traffic signal would be installed at the intersection of Durham Rd. and Wake Union Church Road and there will also be road widening and the installation of a 10 ft. multi-purpose trail along Durham Rd. Grif Bond asked about the berm and fence near Waffle House. Mr. Yokley stated that the berm, fence and Leland cypress trees will be installed along the rear and side of the property line shared by the Crenshaw Hall Subdivision. Zachary Donahue asked if installing a roundabout was discussed instead of another traffic light on Durham Road. Mr. Yokley stated that staff had no discussion with the NCDOT regarding a roundabout. Chip Russell stated that a roundabout in that area may not be able to handle the volume of traffic. Mr. Donahue also asked about the neighborhood residence concerns and if there were any other significant concerns from them. Mr. Yokley was not aware of any concerns from residents.

ACTION:

Kim Parker made a motion to recommend approval subject to the following conditions:

1. Master plan review shall be required with lots recombined as necessary to reduce or eliminate site nonconformities and to provide for shared access and driveways meeting Town standards to the maximum extent possible.
2. Site debris and stockpiled asphalt and land clearing debris shall be removed prior to issuance of a Certificate of Occupancy.
3. Commercial use of Tax PIN 1831-30-9413 and 1831-40-0486 shall require compliance with Town of Wake Forest site development regulations such as appearance, lighting, landscaping and parking.
4. Outdoor storage and at grade mechanicals shall be screened from view from adjacent properties and public rights-of-way.
5. A 10' Type A Buffer shall be required between the site and Crenshaw Hall Plantation on the south and a 20' Type A Buffer shall be required between the site and Crenshaw Hall Phase IV on the east.
6. All transportation improvements shall be required with redevelopment of this site in accordance with the Wake Forest Transportation Plan.
7. A 5' berm, 8' privacy fence (with finished side facing Richland Creek Plaza), and additional Leyland Cypress must be installed the southern property lines shared with the Crenshaw Hall subdivision.
8. Implement & construct road improvements in accordance with NCDOT requirements. Improvements shall be completed prior to the issuance of a Certificate of Occupancy for the development.

Mr. Marotti seconded and the motion carried unanimously (8-0).

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OTHER BUSINESS

Chad Sary gave an update on the UDO process and stated that the next committee meeting will be on Thursday, January 6th at 8:00 a.m.

The Planning Board also voted (8-0) to recommend that the Board of Commissioners petition the North Carolina Department of Transportation to reduce the speed limit on Capital Boulevard (US-1) from 55 mph to 45 mph from the intersection with Harris Road to the intersection with US-1A (South Main Street).

ADJOURNMENT

ACTION: There being no further business, the Planning Board Meeting was adjourned at 8:16 p.m.

Respectfully submitted,

Chip Russell, Secretary

Bob Hill, Chairman