



## PLANNING BOARD MEETING MINUTES

January 5, 2010

**Members Present:** Chairman Bob Hill, Steve Stoller, Kim Parker, Sarah Bridges, Al Merritt, Ward Marotti, Grif Bond, Zachary Donahue, and Greg Harrington.

**Members Absent:** None

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

### CALL TO ORDER

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

### REGULAR BUSINESS

**ITEM: APPROVAL MINUTES**

**ACTION:** The minutes of the October 6, 2009 meeting were submitted with the agenda packet. Al Merritt made a motion and Sarah Bridges seconded to approve the minutes. Motion carried unanimously (9-0).

### NEW BUSINESS

**ITEM: ELECTION OF NEW OFFICERS**

**ACTION:** Sarah Bridges made a motion to re-elect Bob Hill as Chairman and Al Merritt as Vice-Chairman. The motion was seconded by Kim Parker and carried (9-0).

**ITEM: SITE PLAN REVIEW: WAFFLE HOUSE**

**ACTION:** Kim Parker made a motion to recommend approval with 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 Durham Road), and additional Leyland Cypress must be installed along the southern property line shared with the Crenshaw Hall subdivision.
8. A re-examination of environmental features on the lot to the east be done by USACE (Army Corps of Engineers) and NCDWQ. If additional features are found on the lot and cause changes to the Waffle House site plan, the plan must be taken back before the Planning Board and Board of Commissioners for their review and approval.
9. Remove all Princess Trees (Royal Paulownia; *Paulownia tomentosa*) within property boundary.

The motion was seconded by Steve Stoller and carried (9-0).

**ITEM: DISCUSSION ON PROPOSED TEXT AMENDMENTS**

Staff presented three potential text amendments to the Wake Forest Zoning Ordinance:

1. Article V. Section 23. NB, Neighborhood Business District: An amendment to add a residential component to the Neighborhood Business Zoning District in order to accommodate "mixed-use" developments.
2. Article IV. Section 2. Continuation of Non-Conforming Uses: An amendment to allow non-conforming single-family dwellings and structures located in the Historic District to be rebuilt in their original location and condition should the structure be damaged or destroyed.
3. Article III. Section 2. Definitions of Specific Words and Terms; and Article

V, Section 3.E. Historic Landmarks Overlay District: An amendment to regulate the placement of portable storage units in the Historic District.

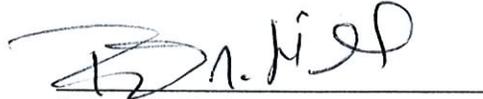
Several suggestions were offered to staff regarding the proposed amendments and the Planning Board agreed with the proposed amendments and asked staff to proceed with the public hearing process.

**ADJOURNMENT**

**ACTION:** There being no further business, the Planning Board Meeting was adjourned by Chairman Hill at 9:02 p.m.

Respectfully submitted,

  
Chip Russell, Secretary

  
Bob Hill, Chairman