WILSON COUNTY PLANNING BOARD MEETING

Monday, May 18, 2020

7:30 PM



Board of Commissioners'
Conference Room, 1st Floor
2201 Miller Road South
Wilson, NC 27893

MEMORANDUM

TO: Planning Board Members

FROM: Mr. Mark Johnson, M.A., AICP, CZO

Development Services Director

SUBJECT: Planning Board Meeting

DATE: May 4, 2020

The Wilson County Planning Board will meet at 7:30 p.m., Monday, May 18, 2020 in the Commissioners' Meeting Room, on the first floor of the Wilson County Government Center located at 2201 Miller Road South, Wilson, North Carolina.

A copy of the agenda, staff reports, and the minutes from the meeting of March 16, 2020 are enclosed.

Please contact Lisa Bissette at 252-399-2847 if you will **not** be able to attend this meeting.

Feel free to contact me with any questions you may have.

WILSON COUNTY PLANNING BOARD

MONDAY, MAY 18, 2020 – 7:30 PM WILSON COUNTY GOVERNMENT CENTER BOARD OF COMMISSIONERS' MEETING ROOM (FIRST FLOOR) 2201 MILLER ROAD SOUTH WILSON, NORTH CAROLINA

AGENDA

- 1. CALL TO ORDER: Mr. Raeford Flowers, Chair
- 2. PLEDGE OF ALLEGIANCE
- 3. PRAYER
- 4. APPROVAL OF THE MARCH 16, 2020 MINUTES (pp 1-16)
- 5. MAJOR SUBDIVISION PRELIMINARY PLATS
 - MS 2020-03 Request submitted by Steve Oliverio of Bartlett Engineering & Surveying for property owner/developer, Builtwell Construction LLC, to consider approval of a preliminary plat consisting of 13 lots located on the inside southwestern corner of Farmwood Loop (SR 1379), Old Fields Township, Tax Parcel #2783-95-2155 (pp 17-20)
- 6. REZONING
 - Z 2020-04 Request submitted by Vanguard Ventures, LLC for property owner, Wendy Fulghum Barnes, to consider the consider the request of rezoning of a lot from AR (Agriculture Residential District 40,000 sq. ft. minimum lot size) to B-2 (General Business District 10,000 sq. ft. minimum lot size). The property is located at 8068 NC Hwy 42 W on the northeast side of the intersection with NC 581, in the Spring Hill Township. Wilson County Tax Parcel #2760-53-1362 (pp 21-27)
- 7. ORDINANCE AMENDMENT
 - OA 2019-03 Consider an amendment to Table 7-2 and Section 7.3.3 of the Unified Development Ordinance (UDO) (pp 28-29)
- 8. CHAIRMAN'S REPORT
- 9. DEVELOPMENT SERVICE DIRECTOR'S REPORT
 - Review of G.S. 160-D
- ADJOURNMENT

WILSON COUNTY PLANNING BOARD MEETING

2201 Miller Road South, Wilson NC 27893 Commissioners' Conference Room – 1st Floor March 16, 2020

MEMBERS PRESENT: Raeford Flowers, Chair; Donnie Bass; Chip Futrell; Eunice Lindsey;

Doug Mattox, Vice-Chair; Randolph Sessoms

MEMBERS ABSENT: Rodney Coleman; Charles Farris Jr; Linwood Scott III; Linwood Vick

OTHERS PRESENT: Mark Johnson, Director of Development Services; Aaron Chalker,

Planning and Zoning Enforcement Officer; Lisa Bissette, Secretary; Denise Stinagle, County Manager; Steve Oliverio, Bartlett

Engineering & Surveying

CALL TO ORDER: Mr. Raeford Flowers, Chair

PLEDGE OF ALLEGIANCE: Mr. Flowers led the Board in the Pledge of Allegiance

PRAYER: Mr. Johnson led the Board in prayer

APPROVAL OF THE FEBRUARY 17, 2020 MINUTES:

Mr. Flowers entertained a motion to approve the February minutes. Mr. Mattox made the motion to approve. Mr. Futrell seconded the motion. Motion passed.

VOTE: UNANIMOUS

ORDINANCE AMENDMENTS:

OA 2019-03 and OA 2020-01 - Mr. Flowers requested that Item #5 of the agenda be discussed at the end of the meeting. Members agreed.

MAJOR SUBDIVISION PRELIMINARY PLATS:

MS 2020-01 – Request submitted by Bartlett Engineering & Surveying for property owners, Tony Stone and David Kimbrell, to consider approval of a preliminary plat for "Mary Rembert Phase IV" consisting of 3 lots located on the east side of the intersection at Weaver Rd (SR 1428) and Matthews Rd (SR 1427), Gardners Township, Tax Parcel #3743-80-9588.

At this time, Aaron Chalker presented the request for action and the following Staff Report and Staff Comments for MS 2020-01. He asked if there were any questions, and he stated that the staff recommendation is to approve the request.

STAFF REPORT
MS 2020-01
Preliminary Subdivision Plat Review

Mary Rembert Subdivision Phase IV March 16, 2020

To: Planning Board

GENERAL INFORMATION

APPLICANT: Bartlett Engineering & Surveying for property owners Tony Stone and David Kimbrell.

REQUESTED ACTION: Conduct a public meeting, March 16, 2020 at 7:30pm to consider approval of a preliminary plat for "Mary Rembert Phase IV" consisting of 3 lots.

LOCATION: This property is located on the east side of the intersection at Weaver Road (SR 1428) and Matthews Road (SR 1427). Wilson County Tax Parcel number 3743-80-9588.

PUBLIC NOTIFICATION: Letters mailed to adjoining property owners on February 25, 2020

DESCRIPTION SIZE/LOTS: Total acreage is 3.50. Phase IV consists of three lots (1-3). Gardners Township.

EXISTING LAND USE/ZONING: This property is currently zoned AR (Agricultural/Residential) and has an existing dwelling on proposed Lot 1. Surrounding properties are also zoned AR.

STAFF RECOMMENDATION: Approval; See Staff Comments attached.

STAFF COMMENTS MS 2020-01 Preliminary Subdivision Plat Review Mary Rembert Subdivision Phase IV March 16, 2020

- Zoning is AR (Agriculture/Residential)
- Minimum lot size of 40,000 square feet
- Minimum lot width of 100 feet
- Minimum building setbacks:
 - o Front 40'
 - o Side 12'
 - o Rear 30'
 - o Corner 20'
- Maximum height of dwelling: 35 feet
- Total area of 3.50 acres and 3 lots.
- This property is outside of any FEMA designated flood hazard areas.

- This property is outside of any Wilson County protected watersheds.
- Lot 1 has an existing dwelling and septic system.
- County water is available.
- The plat shall include in details/notes the following:
 - All lots shall be served by public water

Mr. Flowers asked for any questions from the Board. There were none. Mr. Flowers then stated that although this meeting was not a public hearing, he would allow anyone from the audience to speak. There were none.

At this time, Mr. Flowers asked for a motion. Mr. Futrell made the motion to approve. Mr. Mattox seconded the motion. Mr. Flowers asked if further discussion was needed. There was none. Motion approved.

VOTE: UNANIMOUS

MS 2020-02 – Request submitted by Bartlett Engineering & Surveying for property owners, Thomas and Susan Parker, to consider approval of a preliminary plat consisting of 4 lots located on the southeastern side of the curve on Farmwood Loop (SR 1379), Old Fields Township, Tax Parcel #2783-94-4650.

At this time, Mr. Chalker presented the request for action and the following Staff Report and Staff Comments for MS 2020-02. He asked if there were any questions, and he stated that the staff recommendation is to approve the request.

STAFF REPORT MS 2020-02 Preliminary Subdivision Plat Review March 16, 2020

To: Planning Board

GENERAL INFORMATION

APPLICANT: Bartlett Engineering & Surveying for property owners Thomas and Susan Parker.

REQUESTED ACTION: Conduct a public meeting, March 16, 2020 at 7:30pm to consider approval of a preliminary plat consisting of 4 lots.

LOCATION: This property is located on the southeastern side of the curve on Farmwood Loop (SR 1379). It is located just to the northeast of the intersection of US-264 and Raleigh Road Pkwy. Wilson County Tax Parcel number_2783-94-4650.

PUBLIC NOTIFICATION: Letters mailed to adjoining property owners on February 25, 2020

DESCRIPTION SIZE/LOTS: <u>Total acreage is 6.74. The subdivision consists of four lots (1-4).</u> Old Fields Township.

EXISTING LAND USE/ZONING: This property is currently zoned AR

(Agriculture/Residential). Lot 1 has seven existing buildings (house, shed, well house, packhouse, and three barns). Lots 2-4 are vacant and appear to be in agricultural use.

STAFF RECOMMENDATION: Approval; See Staff Comments attached.

STAFF COMMENTS MS 2020-02 Preliminary Subdivision Plat Review March 16, 2020

- Zoning is AR (Agriculture/Residential)
- Minimum lot size of 40,000 square feet
- Minimum lot width of 100 feet
- Minimum building setbacks:
 - o Front 40'
 - o Side 12'
 - o Rear 30'
 - o Corner 20'
- Maximum height of dwelling: 35 feet
- Total area of 6.74 acres and 4 lots.
- This property is outside of any FEMA designated flood hazard areas.
- This property is within the Contentnea Watershed IV
- Lot 1 has seven existing buildings (house, shed, well house, packhouse, and three barns).
- Lot 1 has an existing septic system.
- County water is not available at this property.

Mr. Futrell asked if there is access to the lots from Farmwood Loop. Aaron answered that there is.

Mr. Flowers asked if there were any further questions from the Board. There were none. Mr. Futrell made the motion to approve. Ms. Lindsey seconded the motion. Mr. Flowers asked if further discussion was needed. There was none. Motion approved.

VOTE: UNANIMOUS

REZONING:

Z 2020-02 – Request submitted by Steve Oliverio of Bartlett Engineering & Surveying for property owner, Patrick K. Mayo, to consider the rezoning of a lot from B-1 (Highway Business District – 10,000 sq. ft. minimum lot size) to AR (Agricultural Residential District – 40,000 sq. ft. minimum lot size). This property is located at 9013 US 301 Hwy S, Spring Hill Township, Tax Parcel #2667-77-7477.

At this time, Mr. Chalker presented the request for action and the following Staff Report and Staff Comments for Z 2020-02. He asked if there were any questions, and he stated that the staff recommendation is to approve the request.

STAFF REPORT Rezoning Case Z 2020-02 March 16, 2020

To: Planning Board

GENERAL INFORMATION

APPLICANT: Steve Oliverio of Bartlett Engineering & Surveying for property owner Patrick K. Mayo.

REQUESTED ACTION: Hold a public meeting, March 16, 2020 at 7:30pm to consider the rezoning of a lot from B-1 (Highway Business District – 10,000 sq. ft. minimum lot size) to AR (Agriculture Residential District – 40,000 sq. ft. minimum lot size).

LOCATION: The site address for this property is 9013 US 301 HWY S. The property is located on the south side of US 301 HWY S in the Spring Hill Township. Wilson County Tax Parcel number: 2667-77-7477.

PUBLIC NOTIFICATION: Sign placed on property February 25, 2020. Letters mailed to adjoining property owners on February 25, 2020. Notice placed on County web site February 25, 2020.

DESCRIPTION SIZE/LOTS: Total acreage is 0.79 with approximately 345 ft. of road frontage along US 301 HWY S.

EXISTING LAND USE/ZONING: This property is currently zoned B-1. There is an existing dwelling with four accessory structures on the property.

STAFF RECOMMENDATION: Approval; See Staff Comments attached.

STAFF COMMENTS Z 2020-02 March 16, 2020

Property owner: Patrick K. Mayo

This is a General Use Rezoning Request to allow for all uses and special uses that are allowed in the AR (Agriculture Residential) zoning district.

- The AR district is established to preserve and protect rural agricultural areas of the County from dense residential development and intensive commercial development that is inconsistent with the character of these rural areas.
- Dimensional Standards of AR Zoning District:
 - Minimum Lot size = 40,000 sq. ft.
 - o Minimum Lot width = 100 ft.
 - Minimum front setback = 40 ft.
 - Minimum side setback = 12 ft.
 - Minimum corner side setback = 20 ft.
 - Minimum rear setback = 30 ft.
 - Maximum height = 35 ft.
- There is an existing dwelling on the property with four accessory structures.
- "Spot Zoning" is the zoning of a relatively small tract of land differently from the surrounding area. "Spot Zoning" could be considered illegal unless the governmental unit established a reasonable basis for the sport zone. Factors for determining reasonableness include:
 - a) Size of area and its particular characteristics
 - o b) Relation to the Wilson County Growth Plan
 - c) Degree of change in uses allowed
 - o d) Relative harm and benefit to owner, neighbors, and the community
- Contract zoning for a specific use is not an issue because this is a General Use Rezoning Request.
- All adjoining properties are zoned AR (Agriculture Residential). Two lots are zoned B-1 directly across US 301.
- This property is not located in a County Watershed area.
- This property is not within a special flood hazard area.
- County water is not available at this property.
- This property is located in the Southern Planning Area of Wilson County (between I-95 and US 264) per the <u>2025 Comprehensive Plan</u>
- Located in the Rural Growth Area per Wilson County Future Land Use/Growth Management Map
 - Development goals within the Rural Growth Area per 2025 Comprehensive Plan:
 - Protect natural resources
 - Promote residential development that maintains the rural nature of the area that is safe and attractive – meeting the needs of the population
 - Promote low density rural residential and agricultural uses
 - Continue to provide and improve parks and recreational resource
 - o Items to be included on the Plat/Map submission:
 - The rezoning map must indicate the current zoning and the proposed zoning.
 - The rezoning map must indicate surrounding zoning.

Below please find an excerpt from Section **3.2.1 (F)** of the Wilson County UDO. These are some elements along with others that you <u>may</u> want to consider as you deliberate your recommendation to the Board of Commissioners.

Zoning Map Amendment Standards

- (1) Whether, and to the extent which, the proposed amendment is consistent with the Wilson County 2025 Comprehensive Plan, and any other relevant plans.
- (2) Whether, and to the extent which, the proposed amendment addresses a demonstrated community need.
- (3) Whether, and to the extent which, the proposed amendment is compatible with existing and proposed uses surrounding the land subject to the amendment.
- (4) Whether, and to the extent which, the proposed amendment would result in a logical and orderly pattern of development.
- (5) Whether, and to the extent which, the proposed amendment would encourage premature development in the area subject to the amendment.
- (6) Whether, and to the extent which, the proposed amendment would result in adverse impacts to property values in the area surrounding the land subject to the amendment.
- (7) Whether, and to the extent which, the proposed amendment would result in significantly adverse impacts on the natural environment.

Mr. Flowers asked if there were any questions from the Board. Mr. Futrell asked the Chair if it is relevant to ask how long since the property was used as a business. Mr. Flowers responded that it is. Mr. Chalker was not aware of the answer. Mr. Johnson responded that the history of the property use predated Mr. Chalker's tenure with the County, and that he believes the property has not been used as a business since approximately 2009. He stated that the property owner wants to rezone the property from B-1 to AR in order to receive financing from a lender.

Mr. Flowers asked if there were further questions from the Board. There were none. Mr. Sessoms made the motion to approve the request. Ms. Lindsey seconded the motion. Motion approved.

VOTE: UNANIMOUS

Z 2020-03 – Request submitted by Ed Phillips of Herring-Sutton & Associates for property owners, Alan and Betty Baker, to consider the rezoning of a lot from B-1 (Highway Business District – 10,000 sq. ft. minimum lot size) to AR (Agricultural Residential District – 40,000 sq. ft. minimum lot size).

This property is located at 5900 Holdens Cross Rd, Gardners Township, Tax Parcel #3761-14-4211.

At this time, Mr. Chalker presented the request for action and the following Staff Report and Staff Comments for Z 2020-03. He asked if there were any questions, and he stated that the staff recommendation is to approve the request.

STAFF REPORT Rezoning Case Z 2020-03 March 16, 2020

To: Planning Board

GENERAL INFORMATION

APPLICANT: Ed Phillips of Herring-Sutton & Associates for property owners Alan & Betty Baker.

REQUESTED ACTION: Hold a public meeting, March 16, 2020 at 7:30pm to consider the rezoning of a lot from B-1 (Highway Business District – 10,000 sq. ft. minimum lot size) to AR (Agriculture Residential District – 40,000 sq. ft. minimum lot size).

LOCATION: The site address for this property is 5900 Holdens Cross Rd. The property is located on the southeast side of the intersection of Holdens Cross Rd and Gardners School Rd in the Gardners Township. Wilson County Tax Parcel number: 3761-14-4211.

PUBLIC NOTIFICATION: Sign placed on property February 25, 2020. Letters mailed to adjoining property owners on February 25, 2020. Notice placed on County web site February 25, 2020.

DESCRIPTION SIZE/LOTS: <u>Total acreage is 0.40 with approximately 150 ft. of road frontage</u> along Holdens Cross Rd.

EXISTING LAND USE/ZONING: This property is currently zoned B-1. There are two existing accessory structures on the property.

STAFF RECOMMENDATION: Approval; See Staff Comments attached.

STAFF COMMENTS Z 2020-03 March 16, 2020

Property owners: Alan & Betty Baker

This is a General Use Rezoning Request to allow for all uses and special uses that are allowed in the AR (Agriculture Residential) zoning district.

- The AR district is established to preserve and protect rural agricultural areas of the County from dense residential development and intensive commercial development that is inconsistent with the character of these rural areas.
- Dimensional Standards of AR Zoning District:
 - o Minimum Lot size = 40,000 sq. ft.
 - Minimum Lot width = 100 ft.
 - Minimum front setback = 40 ft.
 - Minimum side setback = 12 ft.
 - Minimum corner side setback = 20 ft.
 - Minimum rear setback = 30 ft.
 - Maximum height = 35 ft.
- There are two existing accessory structures on the property.
- "Spot Zoning" is the zoning of a relatively small tract of land differently from the surrounding area. "Spot Zoning" could be considered illegal unless the governmental unit established a reasonable basis for the sport zone. Factors for determining reasonableness include:
 - a) Size of area and its particular characteristics
 - o b) Relation to the Wilson County Growth Plan
 - c) Degree of change in uses allowed
 - o d) Relative harm and benefit to owner, neighbors, and the community
- Contract zoning for a specific use is not an issue because this is a General Use Rezoning Request.
- Surrounding zoning is AR (Agriculture Residential) in each direction.
- This property is not located in a County Watershed area.
- This property is not within a special flood hazard area.
- County water is available at this property.
- This property is located in the Eastern Planning Area of Wilson County per the <u>2025</u> <u>Comprehensive Plan</u>
- Located in the Rural Growth Area per Wilson County Future Land Use/Growth Management Map
 - o Development goals within the Rural Growth Area per <u>2025 Comprehensive Plan:</u>
 - Protect natural resources
 - Promote residential development that maintains the rural nature of the area that is safe and attractive – meeting the needs of the population
 - Promote low density rural residential and agricultural uses
 - Continue to provide and improve parks and recreational resource
 - o Items to be included on the Plat/Map submission:
 - The rezoning map must indicate the current zoning and the proposed zoning.
 - The rezoning map must indicate surrounding zoning.

Zoning Map Amendment Standards

- (1) Whether, and to the extent which, the proposed amendment is consistent with the Wilson County 2025 Comprehensive Plan, and any other relevant plans.
- (2) Whether, and to the extent which, the proposed amendment addresses a demonstrated community need.
- (3) Whether, and to the extent which, the proposed amendment is compatible with existing and proposed uses surrounding the land subject to the amendment.
- (4) Whether, and to the extent which, the proposed amendment would result in a logical and orderly pattern of development.
- (5) Whether, and to the extent which, the proposed amendment would encourage premature development in the area subject to the amendment.
- (6) Whether, and to the extent which, the proposed amendment would result in adverse impacts to property values in the area surrounding the land subject to the amendment.
- (7) Whether, and to the extent which, the proposed amendment would result in significantly adverse impacts on the natural environment.

Mr. Futrell stated that he would ask the same question as he did for the previous item, namely how long since the property had been used as a business. Mr. Chalker referred him to page 33 of the agenda which indicated on the rezoning application that one building on the property had been demolished years ago and the other buildings are vacant and are intended to be removed by the property owner.

Mr. Flowers asked if there were questions from the audience. There were none. Mr. Futrell made the motion to approve. Mr. Bass seconded the motion. Motion approved.

VOTE: UNANIMOUS

ORDINANCE AMENDMENT:

OA 2019-03 – Consider an amendment to Table 7-2 and Section 7.3.3 of the Unified Development Ordinance (UDO).

Mr. Johnson returned to Item #5 on the agenda and presented an Accessory Structure Ordinance Amendment. There has been about six months of consideration of the type of utilities allowed in accessory structures. At the last meeting, the Board had asked Planning Staff to present a recommendation for this issue and what can be enforced. Mr. Johnson presented the request for

action and the following Staff Report and Staff Comments for OA 2019-03, and he stated that the staff recommendation is to approve the request.

STAFF REPORT OA 2019-03 March 16, 2020

To: Wilson County Planning Board

GENERAL INFORMATION

APPLICANT: Wilson County Development Services Department
REQUESTED ACTION: Consider an amendment to Table 7-2 and Section 7.3.3 of the Unified
Development Ordinance (UDO)
PUBLIC NOTIFICATION:N/A
COMMENTS: Request to amend Wilson County Unified Development Ordinance by adding
"Residential Accessory Use/Structure (water /sewer) to Table 7-2 and adding 7.3.3(P).
NOTES: The proposed change would allow residential accessory structures to have a full
bath consisting of toilet, sink and tub/shower; along with electric utility connection.
STAFF RECOMMENDATION: Approval: See Staff Comments Attached

OA 2019-03 March 16, 2020

Planning staff has drafted the following proposed text amendment for your consideration:

- I. Amend Table 7-2 Table of Permitted Accessory Structures and Uses
 - 1. Add under the heading Accessory Use Type "Residential Accessory Use/Structure (water/sewer)".
 - 2. Add the letter "P" under the following Zoning Districts; AR, R-30, R30MH, R 20, R-20MH, R-15, R-15MH and R-10
 - 3. Add in under the heading "Special Requirements" along the newly created "Residential Accessory Use/Structure (water/sewer)" row 7.3.3(P).
 - 4. Adjust letter headings of the remaining "Accessory Use" categories in order to maintain alphabetical order.
- II. Below please find specific standard related to regulating residential accessory structures with water and electrical connections in Wilson County zoning jurisdiction. In making these recommendations Staff attempted to address the following issues:
 - 1. Maximum size of accessory structures.
 - 2. Rather or not HVAC Systems should be allowed in accessory structures.
 - 3. What type of plumbing fixture will be allowed?

- 4. If "Residential Accessory structures should be allowed in mobile home parks.
- 5. Rather or not there should be more than one residential accessory structure with water/sewer connections.

It is the recommendation of Planning Staff that the following specific standards be considered by the Board for adoption:

7.3.3(P) A residential accessory structure may have both electrical and sewer connections within the following guidelines:

- 1. Must meet all applicable requirements of Section 7.3.2(B) as well as Section 8.3 of the Wilson County UDO.
 - a. Section 7.3.2(B)(3) reads as follows, "Be subordinate in area, extent, and purpose to the principal use or structure"
 - (1) It is staff opinion that "subordinate in area" means that the accessory structure can be no larger than the principal structure.
 - b. Section 8.3 regulates the location, height, setbacks, maximum size as related to lot
- 2. Only one residential accessory structure on a lot may have electrical and water/sewer connections.
- 3. Water/sewer connection is allowed for one full bath only, consisting of a toilet, sink and shower/bathtub.
 - a. Staff believes that plumbing fixtures beyond one full bath may result in the structure being used for purposes not permitted under codes.
- 4. HVAC systems are not allowed in a residential accessory structure.
 - a. Staff believe that allowing central air in an accessory structure would increase the possibility that these units may be used for purposes that are not incidental and customarily associated with residential use. Allowing HVAC system in these structures would make "use prohibitions" related to these structures almost unenforceable.
- 5. Residential accessory structure (water/sewer) shall not be used as a dwelling.
 - a. Staff believes although it is clear in the Table of Permitted Uses, that an accessory dwelling requires a Special Use Permit, staff believes that this language being in this section will give the property owner access to this information without referring to another section in the UDO.
- 6. Residential accessory structures (water/sewer) shall not be allowed as an accessory to individual mobile home spaces within a mobile home park.
 - a. Staff believes that because mobile home parks consist of spaces as opposed to legal lots of record that each mobile home space should not be permitted to have an accessory structure with water and sewer connections.

Among the issues discussed by the Board at this time were the types of plumbing fixtures, the type of heating/air systems, and the maximum size to be allowed for accessory structures. Mr. Johnson suggested a window unit be allowed but not central units which would make enforcement of a use ordinance very difficult. Mr. Flowers asked why such would be harder to regulate. Mr. Johnson explained that with central air, a ventilation system would need to be installed within the *interior* of the structure which would not allow inspectors to observe any violations of use. He stated that he keeps in mind the enforcement of regulations when writing ordinance text, and he is trying to make a distinction between development regulations and use regulations. Regulating use is difficult; regulating construction is easier.

Mr. Flowers asked for comments from the Board. There were none. Mr. Johnson asked for feedback. Mr. Futrell stated that he thinks what Mr. Johnson is proposing is reasonable.

At this time, Mr. Johnson asked if the Board would rather discuss this item at another time due to four members being absent. Mr. Flowers preferred to defer this item. Mr. Flowers then asked for clarification on the text in red under Section 1.a. on page 9 of the agenda. He was unsure what was meant by the words *area*, *extent*, and *purpose* in this context. He also wondered if the use of the word *subordinate* was inconsistent with previous discussions that accessory structures can be of equal *or* subordinate size to the residence. Mr. Johnson responded that the text shown in red in the agenda is how the text already reads in the UDO so there is no ordinance amendment being requested to change how this sentence reads. He explained that the *area* refers to square footage and then gave the following example to explain the meaning of the word *purpose* as it is intended in the UDO: If a business designated as a gas station also sells hot dogs, the business is not considered a restaurant; however, if the sales receipts show that the selling of hot dogs provides more income to the business than its intended use as a gas station, then the business would now be considered a restaurant. Mr. Flowers reiterated that he did not understand why *subordinate* is used vs. *not exceed*. He then asked if the Board had any questions.

Mr. Mattox made a motion to table this item until more members are present. Mr. Sessoms seconded the motion. Mr. Flowers then commented that if the Board waits to discuss this item until most members are present, then this discussion could go on indefinitely, and he suggested this item be discussed at the very next meeting.

Mr. Mattox made a motion to amend the previous motion and to table this item until the next meeting. Ms. Lindsey seconded the amendment. Motion approved.

VOTE: UNANIMOUS

OA 2020-01 – Consider amendments to Section 2.5.2(B) and Table 2-1 of the Unified Development Ordinance (UDO).

Mr. Johnson presented an amendment to the UDO to vest the Ordinance Administrator with the approval authority for Major Subdivision Final Plats. This change would allow for the Ordinance Administrator solely to be the decision-making body for this particular application type, therefore removing the responsibility of the Planning Board to hear and decide these cases. He then presented the Staff Report and Staff Comments, and he stated that the Staff recommendation is to approve the request.

STAFF REPORT OA 2020-01 March 16, 2020

To: Wilson County Planning Board

GENERAL INFORMATION

APPLICANT: Wilson County Development Services Department

REQUESTED ACTION: Consider amendments to Section 2.5.2(B) and Table 2-1 of the Wilson County Unified Development Ordinance.

PUBLIC NOTIFICATION: Planning Board agenda placed on Wilson County's web site.

STAFF RECOMMENDATION: Approval: See Staff comments attached

STAFF COMMENTS OA 2020-01 March 16, 2020

The Wilson County Planning Board requested that Planning Staff research the possibility of "Final Plat Approval" for major subdivision be a function of the Planning Staff, making the approval an administrative approval rather than a Board approval as currently the case.

Rationale for proposal:

The current process for Major Subdivision approvals involves the preliminary plat being recommended for approval by the Planning Board to the Board of Commissioners. Once the Board of Commissioners gives their approval of the preliminary plat, the developer will then start the development of the subdivision as dictated by the approved preliminary plat.

The Final Plat represents an "as built" representation as to what is actually on the ground. Currently, Planning Staff must confirm on the ground that infrastructure is installed per the approved preliminary plat. These findings are then reported to the Planning Board for consideration for final approval.

The Planning Board believes, and the Planning Staff concurs, that Planning Staff can grant administrative final approval without the necessity of the developer returning to the Planning Board to seek final approval.

Staff therefore recommends that Section 2.5.2(B) and Table 2-1 of the Wilson County UDO be amended as indicated below.

Amend Section 2.5.2(B) by adding as number "7" to read "Major Subdivision Final Plat (3.2.8(F))"

Also amend Table 2-1 by removing the letter "R" on the cell that is identified by row "Major Subdivision Final Plat" and column Ordinance Administrator and replacing it with the letter "D".

Note: Proposed changes are in red.

(B) Final Approval

The Ordinance Administrator has final approval authority for the following:

- (1) Site Development Plans (3.2.7)
- (2) Minor Subdivision Plats (3.2.8(G))
- (3) Land Development Permits (3.2.9)

- (4) Certificates of Compliance (3.2.10)
- (5) Floodplain Development Permits (3.2.11)
- **(6)** Watershed Protection Permits (3.2.12)
- (7) Major Subdivision Final Plat (3.2.8(F))

Table 2-1: Summary of Review and Approval Authority

	REVIEWING / DECISION-MAKING BODY				
APPLICATION TYPE	ORDINANCE ADMINISTRATOR	PLANNING BOARD	BOARD OF ADJUSTMENT	BOARD OF COMMISSIONERS	
Unified Development Ordinance Text Amendment	R	R		D	
Zoning Map Amendment	R	R		D	
Conditional Zoning Classification	R	R		D	
Major Subdivision Preliminary Plat	R	R		D	
Major Subdivision Final Plat	D				
Minor Subdivision	D		А		
Variance			D		
Watershed Variance			D		
Floodplain Variance			D		
Special Use Permit			D		
Land Development Permit	D		А		
High Density Development Permit	R	D			
Site Development Plan	D		А		
Sketch Plan – Major Subdivision	R				
Conceptual Site Plan – Site Development Plan	R				

Mr. Sessoms recommended approval as the Board has desired to accomplish this change for some time. Mr. Sessoms made a motion to approve the amendment to Section 2.5.2(B) and Table 2-1 of the Unified Development Ordinance. Mr. Futrell seconded the motion. Mr. Flowers asked if there were further questions. There were none. Motion approved.

VOTE: UNANIMOUS

CHAIRMAN'S REPORT

Mr. Flowers brought to the attention of the Planning Staff that the date of the Staff Report on page 8 of the agenda was incorrect. The Secretary of the Board will change the date from October 21, 2019 to March 16, 2020.

Mr. Flowers also complimented the new Planning Staff employees on their work performance.

DEVELOPMENT SERVICE DIRECTOR'S REPORT

Considering the current recommendations by governmental authorities concerning social distancing and limitations on gatherings due to the Coronavirus (COVID-19), Mr. Johnson will forgo the continuing review of G.S. 160-D in order for the meeting to adjourn more quickly. He will mark-up sections of the UDO with proposed revisions to come into compliance with the statutory changes and bring copies to the next Board meeting so any proposed changes will be easier to review.

Mr. Johnson expressed his appreciation to the Board members who attended the meeting during this time of national emergency.

ADJOURNMENT

Mr. Flowers made a motion to adjourn. Mr. Mattox seconded the motion. Motion approved.

VOTE: UNANIMOUS

STAFF REPORT MS 2020-03 Preliminary Major Subdivision Plat May 18, 2020

To: Planning Board

GENERAL INFORMATION

APPLICANT: Bartlett Engineering & Surveying for property owner/developer Builtwell
Construction, LLC.

REQUESTED ACTION: Hold a public meeting, May 18, 2020 at 7:30 p.m. to consider
approval of a preliminary plat consisting of 13 lots.

LOCATION: This property is located on the inside of the corner on Farmwood Loop (SR 1379).

It is located just to the northeast of the intersection of US-264 and Raleigh Road Pkwy.

Wilson County Tax Parcel #2783-95-1130.

PUBLIC NOTIFICATION: Letters mailed to adjoining property owners on May 11, 2020

DESCRIPTION SIZE/LOTS: Total acreage is 13.77. The subdivision consists of 13 lots.

Located in the Old Fields Township.

EXISTING LAND USE/ZONING: This property is currently zoned AR
(Agriculture/Residential) and is vacant.

STAFF RECOMMENDATION: Approval: See Staff Comments attached.

STAFF COMMENTS MS 2020-03 Preliminary Major Subdivision Plat May 18, 2020

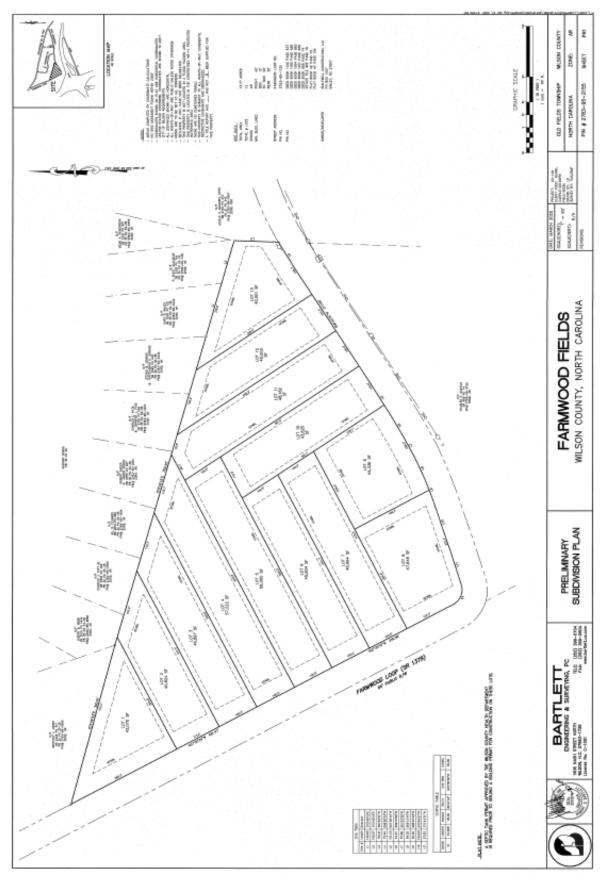
- Zoning is AR (Agriculture/Residential)
- Minimum lot size of 40,000 square feet
- Minimum lot width of 100 feet
- Minimum building setbacks:
 - o Front 40'

- o Side 12'
- Rear 30'
- o Corner 20'
- Maximum height of dwelling: 35 feet
- Total area of 13.77 acres and 13 lots.
- This property is outside of any FEMA designated flood hazard areas.
- This property is within the Contentnea Watershed IV.
- County water is not available at this property.
- This property is located in the Northwestern Planning Area of Wilson County per the 2025 Comprehensive Plan
 - The Northwestern Planning Area has been identified as the fastest growing area in Wilson County.
- The property is located in a Primary Growth Area per Wilson County Future Land Use/Growth Management Map;
 - Development goals within the Primary Growth Area per <u>2025 Comprehensive</u> Plan:
 - Protect natural resources
 - Provide for safe and attractive environments development keeping in character with the existing development
 - Continue to provide and improve parks and recreational resources
 - Encourage Higher Density Development that follows a conservation subdivision scenario where homes are clustered and the surrounding environment is preserved
 - Encourage higher density development for all land uses



APPLICATION FOR MAJOR SUBDIVISION PLAT REVIEW

Subdivision Plat Name: Farmwood Fields
Submitted By: Bartlett Engineering & Surveying, PC Phone Number: 252-399-0704
Property Owner:Builtwell Construction, LLC Total Fee Submitted:\$ 180.00
Property Location: Inside SW Corner of Farmwood Loop (Road, Street, etc.)
Property Identification Number (PIN): 2783 - 95 - 2155
Planning Board/Board of Commissioners Preliminary Plat Review
 Submit 1 large map copy and 12 reduced size copies 11" x 17" for review.
Has this property been subdivided before? If so, list previous plat titles: Property is Tract 1 of a Minor Plat titled "Property of Aaron Nichols" recorded in Bk.42 at Pg.104,
dated 12/23/2019.
Submit 1 Mylar, 1 large paper copy, and 12 reduced sized copies 11" x 17" for review.
The Preliminary Plat was submitted for review at the April (month) Planning Board Meeting.
The Final Plat was submitted for review at the (month) Planning Board
Meeting.
NOTE: Submitted plats that do not contain all required notations and information in accordance with the Wilson County Unified Development Ordinance and any department policy memorandums will NOT be processed. Meeting deadlines will NOT be extended for plats that do not meet the minimum requirements when they are submitted.
Individual Submitting Subdivision Plat:
Name: Steve Oliverio
Signature: Stee Oliverio Date: 3/24/2020



STAFF REPORT Rezoning Case Z 2020-04 May 18, 2020

To: Planning Board

GENERAL INFORMATION

REQUESTED ACTION: Consider the request of rezoning of a lot from AR (Agriculture Residential District – 40,000 sq. ft. minimum lot size) to B-2 (General Business District – 10,000 sq. ft. minimum lot size).

LOCATION: The property is located at 8068 NC Hwy 42 W on the northeast side of the intersection with NC 581, in the Spring Hill Township. Wilson County Tax Parcel number: 2760-53-1362.

PUBLIC NOTIFICATION: Sign placed on property May 11, 2020. Letters mailed to adjoining property owners on May 11, 2020.

DESCRIPTION SIZE/LOTS: Total acreage is 2.84 with approximately 519 ft. of road frontage EXISTING LAND USE/ZONING: This property is currently zoned AR (Agriculture/Residential – 40,000 sq. ft. minimum lot size).

STAFF RECOMMENDATION: Approval; See Staff Comments attached.

STAFF COMMENTS Z-2020-04 May 18, 2020

Property Owner: Wendy Fulghum Barnes

- This is a General Use rezoning request, to allow for all uses and special uses that are allowed in the B-2 (General Business) zoning district.
- The B-2 district is established to accommodate smaller scale retail, office and service uses that serve an adjacent or nearby residential or rural/agricultural area. Development

within this district is limited to those uses which directly provide necessary goods and services to local residents.

- Dimensional Standards of B-2 Zoning Districts:
 - o Minimum Lots size = 10,000 sq. ft.
 - Minimum Lot width = 75 ft.
 - Minimum front setback = 30 ft.
 - Minimum side setback = N/A.
 - Minimum rear setback = 20 ft.
 - Maximum height = 35 ft.
 - Corner Side = 20 ft.
- "Spot Zoning" is the zoning of a relatively small tract of land differently from the surrounding area. "Spot Zoning" could be considered illegal unless the governmental unit establishes a reasonable basis for the spot zone. Factors for determining reasonableness include:
 - a) Size of area and its particular characteristics
 - b) Relation to the Wilson County Growth Plan
 - c) Degree of change in uses allowed
 - d) Relative harm and benefit to owner, neighbors, and the community
- Contract zoning for a specific use is not an issue because this is a General Use rezoning request.
- Surrounding zoning is A-R (Agriculture-Residential). B-1 Zoning is across Hwy 42, where a gas station/convenient store is located.
- This property is located in the Public Water Supply Watershed Area.
- This property is not within a special flood hazard area (SFHA).
- The applicant included on the rezoning plat the following Riparian Buffer Note:
 - "The 50-foot Neuse Riparian Buffer Zone is measured from the top of bank of the ditch or creek. No activity is permitted in Zone 1 (first 30 ft). Limited activity is allowed in Zone 2 (second 20 ft). Owner/developer to consult G.S. 15A NCAC 2B.0259 before any disturbance within the buffer zone or call NCDEQ, Division of Water Quality, Surface Water Protection Section for official determination."
- Public Water is available at NC Hwy 42.
- The property is located in the Northwestern Planning Area of Wilson County. The Wilson County 2025 Comprehensive Plan identifies this area as the fastest growing area in Wilson County. The Northwestern Planning Area is projected to have a population of 16,500 by year 2020.
- The property is located in a Rural Growth Area per Wilson County Future Land Use/Growth Management Map;
 - o Development goals within the Rural Growth Area per <u>2025 Comprehensive Plan:</u>
 - Protect natural resources

 Promote residential development that maintains the rural nature of the area that is safe and attractive, meeting the needs of the population.

Items to be included on the Plat/Map submission:

- The re-zoning map must indicate the current zoning and the proposed zoning.
- The rezoning map must show all and any easements on the proposed area to be rezoned.
- The rezoning map must indicate surrounding zoning.

Below please find an excerpt from **Section 3.2.1 (F)**, of the Wilson County UDO. These are some elements along with others that you <u>may</u> want to consider as you deliberate your recommendation to the Board of Commissioners.

Zoning Map Amendment Standards

- (1) Whether, and to the extent which, the proposed amendment is consistent with the Wilson County 2025 Comprehensive Plan, and any other relevant plans.
- (2) Whether, and to the extent which, the proposed amendment addresses a demonstrated community need.
- (3) Whether, and to the extent which, the proposed amendment is compatible with existing and proposed uses surrounding the land subject to the amendment.
- (4) Whether, and to the extent which, the proposed amendment would result in a logical and orderly pattern of development.
- (5) Whether, and to the extent which, the proposed amendment would encourage premature development in the area subject to the amendment.
- (6) Whether, and to the extent which, the proposed amendment would result in adverse impacts to property values in the area surrounding the land subject to the amendment.
- (7) Whether, and to the extent which, the proposed amendment would result in significantly adverse impacts on the natural environment.



PETITION REQUESTING AMENDMENT OF THE OFFICIAL ZONING MAP OF WILSON COUNTY, NORTH CAROLINA

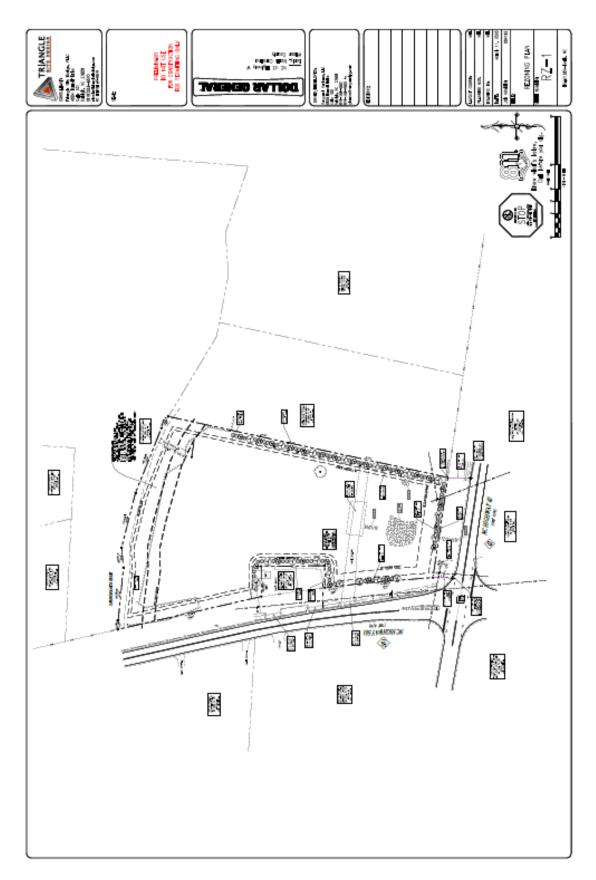
Applicant's Name: Vanguard Ventures, LLC
Date: 02/25/2020 Total Fee Submitted: \$ 300.00
(We), the undersigned, do hereby submit this Petition to amend the Official Zoning Map of Wilson County as herein requested:
1. GENERAL PROPERTY INFORMATION
The property is located on the North side of NC Highway 42
having State Road # 42 in the Kenly Township of Wilson County. The physical address is 8068 NC Hwy 42 W and it is identified as
Wilson County tax Parcel Identification Number 2760 - 53 - 1362 of
the tax maps. The property has a frontage of518.98 feet and contains2.84 acres.
List all other Wilson County tax Parcel Identification Numbers in which this rezoning application encompasses below:
2. REQUEST TYPE
I hereby request the following:
General Use Rezoning Request
It is requested that the foregoing property be rezoned from AR district to
B-2 district to allow for all permitted uses and to apply for all special uses as
outlined in the Wilson County Unified Development Ordinance.

3. SUBSTANTIATING YOUR REQUEST

Briefly describe your reason for petitioning for the rezoning. Cite any necessary or appropriate facts to support the petition. Be sure to also note in which ways this request is consistent with various goals and objectives outlined in the Wilson Growth Plan.

The proposed development is located within the Northwestern Planning Area at the intersection of NC Hwy
581 and NC Hwy 42. This intersection currently has a commercial use on the south east property corner and
church on the north west property corner. NC Hwy 581 and NC Hwy 42 are considered key connectors to the
City of Wilson and other population centers, and contibutes to the growth of the area.
This location is ideal for business and retail development to enhance and better serve the growth in this area
Additionally, providing for convenient, closer to home shopping, dining, and business options will help to
reduce trips and miles on the heavily travelled road networks
4. CONDITIONAL ZONING DISTRICT CLASSIFICATION
In cases where the standards of a base zoning district are inadequate to ensure the compatibility of a proposed development with immediately surrounding lands, the applica may apply for an amendment to the Official Zoning Map to a Conditional Zoning District Classification.
Please list any additional conditions or restrictions that are beyond the standards of the parallel base zoning district below:
3. REQUIRED ATTACHMENTS
Fourteen (14) copies of a map prepared by a registered land surveyor showing the exact dimensions of the property, the metes and bounds legal description, and the tax identification numbers of surrounding properties. The survey map should also indicate (for all properties named on the attached list as an abutting property) surrounding land uses with respective zoning district classifications.
☐ The structures on abutting or adjacent properties within a 200 feet buffer are indicate on the map in relation to the property under consideration.
A copy of the property deed that indicates current ownership.

4. CERTIFICATION			
best of my (our) kn	fy that the information furnished in lowledge. Petitions must be signed zed agent or attorney. Please attached	d by the property	owner(s) or
Property Owner:	Wendy Barnes	Phone Number:	(252) 230-622
Signature: Mailing Address:	Lileraly Spainer	Extension:	-
maining Address.	Kenly, NC 27542	_	
Property Owner:		Phone Number:	
Signature:		Extension:	
Mailing Address:		_	
Agent/Attorney:		Phone Number:	
Signature:			-
Mailing Address:		_	
	OFFICE USE ONLY		
tition Received on:	by		
se Number Assigned:			
otal Fees Collected:	paid by		



STAFF REPORT OA 2019-03 May 18, 2020

To: Wilson County Planning Board

GENERAL INFORMATION

APPLICANT: Wilson County Development Services Department
REQUESTED ACTION: Consider an amendment to Table 7-2 and Section 7.3.3 of the Unified
Development Ordinance (UDO)
PUBLIC NOTIFICATION: N/A
COMMENTS: Request to amend Wilson County Unified Development Ordinance by adding
"Residential Accessory Use/Structure (water/sewer) to Table 7-2 and adding 7.3.3(P).
NOTES: The proposed change would allow residential accessory structures to have a full
bath consisting of toilet, sink and tub/shower; along with electric utility connection.
STAFF RECOMMENDATION: Approval: See Staff Comments Attached

STAFF COMMENTS OA 2019-03 May 18, 2020

Planning staff has drafted the following proposed text amendment for your consideration:

- I. Amend Table 7-2 Table of Permitted Accessory Structures and Uses
 - 1. Add under the heading Accessory Use Type "Residential Accessory Use/Structure (water/sewer)".
 - 2. Add the letter "P" under the following Zoning Districts; AR, R-30, R30MH, R 20, R-20MH, R-15, R-15MH and R-10
 - 3. Add in under the heading "Special Requirements" along the newly created "Residential Accessory Use/Structure (water/sewer)" row 7.3.3(P).
 - 4. Adjust letter headings of the remaining "Accessory Use" categories in order to maintain alphabetical order.
- II. Below please find specific standard related to regulating residential accessory structures with water and electrical connections in Wilson County zoning jurisdiction. In making these recommendations Staff attempted to address the following issues;
 - 1. Maximum size of accessory structures.
 - 2. Rather or not HVAC Systems should be allowed in accessory structures.

- 3. What type of plumbing fixture will be allowed?
- 4. If "Residential Accessory structures should be allowed in mobile home parks.
- 5. Rather or not there should be more than one residential accessory structure with water/sewer connections.

It is the recommendation of Planning Staff that the following specific standards be considered by the Board for adoption.

- 7.3.3(P) A residential accessory structure may have both electrical and sewer connections within the following guidelines:
 - 7. Must meet all applicable requirements of Section 7.3.2(B) as well as Section 8.3 of the Wilson County UDO.
 - a. Section 7.3.2(B)(3) reads as follows, "Be subordinate in area, extent, and purpose to the principal use or structure"
 - (1) It is staff opinion that "subordinate in area" means that the accessory structure can be no larger than the principal structure.
 - b. Section 8.3 regulates the location, height, setbacks, maximum size as related to lot area.
 - 8. Only one residential accessory structure on a lot may have electrical and water/sewer connections.
 - 9. Water/sewer connection is allowed for one full bath only, consisting of a toilet, sink and shower/bathtub.
 - a. Staff believes that plumbing fixtures beyond one full bath may result in the structure being used for purposes not permitted under codes.
 - 10. HVAC systems are not allowed in a residential accessory structure.
 - a. Staff believe that allowing central air in an accessory structure would increase the possibility that these units may be used for purposes that are not incidental and customarily associated with residential use. Allowing HVAC system in these structures would make "use prohibitions" related to these structures almost unenforceable.
 - 11. Residential accessory structure (water/sewer) shall not be used as a dwelling.
 - a. Staff believes although it is clear in the Table of Permitted Uses, that an accessory dwelling requires a Special Use Permit, staff believes that this language being in this section will give the property owner access to this information without referring to another section in the UDO.
 - 12. Residential accessory structures (water/sewer) shall not be allowed as an accessory to individual mobile home spaces within a mobile home park.
 - a. Staff believes that because mobile home parks consist of spaces as opposed to legal lots of record that each mobile home space should not be permitted to have an accessory structure with water and sewer connections.