

**CHATHAM COUNTY PLANNING BOARD
MINUTES
May 3, 2005**

The Chatham County Planning Board met in regular session on the above date in the meeting room of the Pittsboro Memorial Library in Pittsboro, North Carolina. A quorum was present to begin the meeting. The members present were as follows:

Present:

Charles Eliason, Chair
Jeff Austin, Vice-Chair
Jennifer Andrews
Angela Brown
Clyde Harris
Mark McBee
Caroline Siverson
Winifred Smith
Chris Walker
Cecil Wilson

Absent:

Planning Department:

Keith Megginson, Planning Director
Jason Sullivan, Planner
Lynn Richardson, Land Use Administrator II
Kay Everage, Secretary to the Board

- I. CALL TO ORDER – Chair: Chairman Eliason called the meeting to order At 7:00 P.M. Eight (8) Board members present at this time.
- II. APPROVAL OF AGENDA:
- III. CONSENT AGENDA:
 - A. Minutes:
Consideration of approval of minutes for April 5, 2005 Planning Board meeting.

Ms. Andrews made a motion to approve the Agenda as submitted and also to approve the April 5, 2005 Planning Board minutes (i.e. Consent Agenda). Mr. Megginson stated that Chris Walker (who was going to be late for tonight's meeting) asked that the year 2005 be added to clarify the dates on page 59 of said minutes. These revisions are noted below in bold.

2. Request for Board Comments of model Erosion Control Ordinance
 - that in order to receive grant funding (FY 06) we must have an ordinance in place by April 1, **2005**;
 - Mr. Megginson noted that the county would like all revisions made by July 1st, **2005**.

Mr. Megginson explained that this was somewhat confusing in that the county needed to adopt an ordinance by April 1, 2005 (and then we can amend it) in order to apply for grants from the State Division of Land Quality.

Ms. Andrews amended her motion to approve the Agenda as submitted and to approve the Consent Agenda with the one change to the minutes as noted above. Ms. Siverson seconded the motion and the motion passed unanimously.

End Consent Agenda

Chris Walker arrived at this time. Chairman Eliason informed Mr. Walker that last month's Planning Board minutes were just approved with the inclusion of his comments.

IV. PUBLIC INPUT SESSION:

Chairman Eliason explained that this is a new topic on the Planning Board Agenda; that fifteen minutes have been set-aside to allow anyone wishing to speak about an issue that is not already scheduled on the agenda; and that the allotted time would allow five speakers limited to three-minutes each.

There were no requests to speak at this time.

V. SKETCH DESIGN APPROVAL:

A. Request by Ricky Spoon Builders, Inc. for subdivision sketch design approval of "**Copper Ridge**", consisting of 39 lots on 84 acres, located off Hwy 64 E., New Hope Township.

Ms. Richardson reviewed the agenda notes for this subdivision request. She stated that Mr. and Mrs. Danek, adjacent property owners were present and may address the Board later regarding access. Ms. Richardson noted that today she received a telephone call from Virginia Clark, adjacent landowner who voiced concerns regarding potential runoff from the proposed development onto her property.

Adjacent landowners voiced concerns and those concerns were addressed as follows:

- Billy Butler asked if it was too late for this proposed subdivision to be re-named, "Henry's Hills" after Mr. Henry Webster who was the previous owner of the land.

Ms. Richardson stated this would be the developer's choice; that the name has to be approved by the emergency operations office of the county to be sure that it is not a duplicate; and that this is something that Mr. Spoon would need to address.

Ricky Spoon, developer, stated that he would explore the possibility of changing the name of the proposed subdivision.

- Roy Hatley stated that he was concerned about the impact the proposed subdivision would have on his property; that he first became aware of the proposal after receiving the notice from the Planning Department; and that he would like to receive a schedule of what progresses from this point.
- Robert Norwood voiced concerns regarding water. Mr. Norwood asked about the possibility of the county running water to the proposed site.

Mr. Spoon stated that he has been talking with Mr. Bumgarner regarding the possibility of purchasing Mr. Bumgarner's land; that Mr. Bumgarner's land is approximately 1.10 miles from the entrance of Montrane subdivision; and that if he acquires this land then he would negotiate with the Public Works Department about running county water from the Montrane subdivision to this proposed site.

No other adjacent landowners spoke.

The Board discussed the above concerns. Ms. Andrews made a motion; seconded by Mr. Wilson to grant sketch design approval as submitted and as recommended by staff. Discussion continued. Mr. Walker asked what the constraints were on not yet knowing how the other soils would work (i.e. 25 lots approved for septic and suitable soils).

Mr. Spoon stated that soil evaluations are complete on all lots; that he is proposing 4 bedrooms, conventional/gravity sites; that the road has a survey cut; that there are sufficient soils for off-site septic areas (if necessary) for the seven or eight lots shown on the top of the soils map and marked "X"; and that the road would not change with whatever revisions made to the lot layout.

Discussion among the Board continued. Ms. Brown asked if there were any other roads that would lead to Sugar Lake. Ms. Richardson stated that the Sugar Lake Land Company, Inc. fronts on Sugar Lake Road [S.R. 1714]. Chairman Eliason asked if the developer had considered any buffering (i.e. runoff from creek) for lots 15, 16, 18, 19 and 20. Mr. Spoon stated that he would address this issue at preliminary submittal. Mr. Austin asked, regarding the existing surface road and main access to Hwy. 64, if there is a crossover (east and west bound). Mr. Spoon stated that there is a crossover and that NCDOT has approved the entrance. Mr. Megginson stated that the Board might want to consider (since the water policy for the county states that the developer of major subdivisions is to extend the water 100 feet/lot and it would be considered available); that looking at where the Norwood and Bumgarner properties are located, staff would like to talk to the utilities director again; that if the county is willing to extend water lines about one-half mile and if the developer extends lines about 3900 feet this would possibly get county water to the proposed property; that this would be almost half the distance previously considered; and that this could be determined before preliminary submittal. It was the consensus of the Board to include this as a condition. Ms. Smith made a motion that this be included as a condition.

Ms. Andrews withdrew her motion to allow Ms. Smith to make a revised motion. Ms. Smith made a motion to grant sketch design approval of the plat as submitted with the following condition:

1. Prior to preliminary submittal the developer shall explore the possibility of extending county water to the subject property.

Mr. Wilson seconded the motion and the motion passed unanimously.

- B. Request by Community Properties, Inc. on behalf of Polk-Sullivan, LLC for subdivision Planned Unit Development review for sketch design approval of "**Meadowview**", consisting of 715 lots, on 793 acres, located off S.R. 1520, Old Graham Road and Hwy 87 N, Center and Hadley Townships.

Chairman Eliason excused himself from this issue since his company (Absolute Land Surveying) has provided services for the proposed development. The Chairman asked the Vice-Chair to direct the discussion of this request and Mr. Austin opened the review.

Mark McBee arrived at this time.

Ms. Richardson reviewed the agenda notes for this request. She stated that tonight's agenda notes state that roads in Phase 5 are proposed to be private roads but that this should have stated Phase 4; that other roads within the development are proposed to be public roads; that this request is a subdivision issue only and not a zoning request (since the proposed property is located in an unzoned portion of the county); and that county's Subdivision Regulations, Water Supply Watershed Protection Ordinance and the Flood Damage Prevention Ordinance are applicable to this property. Ms. Richardson noted that language in staff's conditions #2 and #4 has changed slightly since the agenda notes were prepared. (Changes are noted below in bold / strikethrough)

2. Due to the possibility that Chatham County may add this subdivision to its distribution system, the development must exceed Heater Utilities specifications and meet Chatham County's specifications, **as required in Chapel Ridge**, regarding the materials used in water main materials and installation.
4. ~~The~~ **Any required** environmental monitoring reports shall be provided to the local county offices of the Health Department.

Nick Robinson, attorney, was present representing the applicant. Mr. Robinson addressed the Board regarding the proposed subdivision. [See a summarized copy of Mr. Robinson's comments attached entitled, "Meadowview Subdivision, Planning Board Comments, May 3, 2005 with attachment entitled, "Meadowview Fact Sheet", a total of three (3) pages.] Mr. Robinson stated that, since a public hearing was not required, an open house was held on April 27, 2005 at his law office in Pittsboro, NC to entertain comments of adjoining property owners and the general public; that all adjoining and surrounding landowners were invited to attend the open house; and that he supports the revised conditions requested by the Planning Department staff.

Discussion followed. Ms. Smith inquired about Heater Utilities referenced above in staff's condition #2.

Mark Ashness, Civil Engineer, C.E. Group, Inc. and member of the project development team, stated that Heater Utilities is a utility that is regulated by the State Utilities Commission; that they are probably the largest utility that is a non-municipal utility in the State of North Carolina; that they operate large systems and wastewater systems throughout North Carolina; that they have recently been purchased by a larger company called "Aqua America"; that Aqua America has projects all over the country; that they are a utility (just like Carolina Power and Light Company) subject to the rules of the Utilities Commission; that they have to go to the Utilities Commission for rate increases and are subject to buying requirements just like any other utility in North Carolina that is a non-municipal utility; that this type project would require daily visitation; that the headquarters of Aqua America is located in Cary, N.C.; that with the many on-going projects of Aqua America in Chatham County and Wake County there would be an abundance of personnel to inspect the system; and that there is also 24-hour monitoring of various components of the infrastructure.

Ms. Smith asked where the treated wastewater would be sprayed. Mr. Ashness stated that basically the intent of this project is to create aesthetically pleasing, functional meadows behind horse rail fencing (that pedestrians can utilize with active recreation); that the meadows would be filled with tall fescue grass that would be harvested into hay; that a local farmer would probably be subcontracted to cut and grow the hay; and that the Chapel Ridge golf course would also be utilized for spraying if necessary.

Regarding the wastewater treatment plant sizing, Mr. Austin asked, 1.) if the ultimate design capacity data of 500,000 gallons per day (GPD) included other additional developments being planned along Dry Creek (i.e. a few months back there were a couple of other additional developments being planned along Dry Creek to the left and right of Old Graham Road); and 2.) how much reserve capacity is there in the system. Mr. Ashness referenced data outlined in the utilities section of the application booklet. He stated that the "remaining capacity" line item of 57,160 (GPD) would accommodate those projects. Mr. Ashness stated that it is required that these facilities be designed to meet the permitted flow rate that is generally recognized to actually be approximately 140% greater than the typical daily peaking flow rate; that all these facilities are sized for that rate happening every single day of the year which is not the case; and that the actual flow rate versus a peak flow rate versus a permitted rate is the basis for how these systems are sized.

Regarding potable water connections, Mr. Austin asked if there were project plans for extension from the main service of Chapel Ridge. Mr. Ashness explained that the existing pump station takes the water from Pittsboro and boosts it; that the elevation that the water comes in at could probably pressurize this entire project with the exception of three or four higher spots; that the booster pump will add more pressure and pump the water up to fill the tank; that

there is looping with the water system; and that from the booster pump station there are two ways the water can pressurize the system.

Regarding buffers, Mr. Ashness stated that anywhere along the property there is at least a 50-foot buffer and that in some instances buffering is 100-foot (especially along the streams).

Ms. Brown asked that the applicant address the concerns of adjacent property owners regarding access. Mr. Robinson stated that the developer has been in touch with the Harris family and that all sensible alternatives would be explored for potential access (as noted in staff's condition #1 of tonight's agenda notes).

Adjacent Landowners voiced concerns as follows:

- Fred Pugh - water, traffic, decrease speed limit to slow traffic down (logging and dump trucks use road), safe accessibility of proposed entrance, plant better grass than fescue

Mr. Austin stated that this is the first of a three-step process (sketch, preliminary, and final); and that there are some options for the developer to combine towards all of these steps.

- Jo Hill – traffic, safety, lighting, noise abatement situation, sewerage
Ms. Hill stated that a neighbor (who could not attend tonight's meeting) wants to know the end purpose of the logging road currently being used as an access.

Mr. Ashness stated that the logging road would be abandoned upon completion of the access road currently under construction. Mr. Ashness noted that this is one of three access roads proposed for the development.

Ms. Brown asked if there were any future plans to improve Highway 87 like was done to U.S. 64 and 15-501. Jason Sullivan, planner with the Chatham County Planning Department, stated that there are no plans at this point for any major improvements; that the latest draft of the Transportation Improvements Program from North Carolina Department of Transportation shows a proposed study for Highway 87 from Pittsboro to the Alamance County line; that this indicates that preliminary research has been started; and that this is an extremely long process before anything would actually happen along this road.

Mr. Ashness addressed lighting, noise and the Chapel Ridge storage pond. He stated that the developer agrees to meet the performance standards for lighting in and around the development (i.e. Chatham County Lighting Ordinance draft dated 9-2-03); that there is an abundance of traffic noise along Highway 87 created from large truck traffic; and that this proposed development is incidental to existing noise along Highway 87. Mr. Ashness stated that the Chapel Ridge storage pond is basically designed to handle the daily permitted flow with a storage capacity of 90-100 days.

- Camille Cunnup stated that she was present representing the Harris family. Ms. Cunnup asked that the Board consider requiring the developer to provide access from the proposed development to the Harris land.
- Pastor Chris Gambos was present representing New Salem Baptist Church. Pastor Gambos stated that the church is directly across the street from the proposed development and Chapel Ridge; that while he welcomes growth he encourages the developer to make sure things are done accurate; that he requests water and septic hook up (at least water) for the church property from the development site; and that since traffic is a major concern he asked if a ramp off U.S. 64 onto Old Graham Road would be possible (instead of having to come all the way in to town).

Mr. Austin encouraged Pastor Gambos to continue talking with the developer regarding water and sewerage hook-up. He stated that the request for an access ramp off U.S. 64 onto Old Graham Road is a Department of Transportation issue.

Nick Robinson stated that the projected build-out for the proposed development is fifteen years; that 48 homes per year are predicted; and that construction would begin in 2006.

Rynal Stephenson, traffic engineer for the project, stated that a traffic study was prepared for the development; that the study, which included looking at traffic conditions for the year 2021, considered the development at full build-out and the surrounding developments of Chapel Ridge, Page and Womble; that the development will have a right and left turn lane onto NC 87 with the intent to get any traffic turning into the development out of the freeway; that two lanes would be provided on the driveway to separate all turning traffic; and that sometimes the addition of traffic to a road helps to slow down the speed of some drivers.

Regarding signage and lighting, Mr. Ashness stated that currently no specific plans for signage have been generated; that he would be willing to talk with any adjacent property owners prior to doing this; that the finish would be in keeping with the simplicity of the existing community; and that there would be street lights, shielded with full cut off. (conforming to the Chatham County Lighting Ordinance draft dated 9-2-03).

Charles Lutterloh, adjacent landowner, asked if there would be any requests from the developer to lower the speed limit along Highway 87 in the area of the proposed development. Mr. Ashness stated that the developer or an adjacent landowner could request this at any time; that D.O.T. would then do an analysis and make the final decision; and that the developer would be fully supportive with any of these issues.

A gentleman (who did not give his name) stated that he lives down the road from the proposed development. He asked if the 90 days spare (for Meadowview and Chapel Ridge) on the pond issue included other proposed developments to be tied into this pond. Mr. Ashness stated that the treatment plant has a capacity of

500,00 gallons per day based on a permitted rate; that there is approximately 57,000 gallons remaining capacity that covers other projects and is factored into storage. Mr. Ashness explained that there would be separate Homeowners Associations to deal with maintenance issues and that utilities are driven by one regulated company.

Fred Pugh, adjacent landowner, asked what the average water consumption per household per day is predicted at build-out of these two entities (Meadowview and Chapel Ridge). Mr. Ashness stated that the State generically counts for 400 gallons/day/residence for water and 360 gallons/day/residence for wastewater but that there are mechanisms based on actual data of lower numbers.

Bob Eby stated that the North Carolina Department of Environment and Natural Resources (NCDENR) has expressed concerns regarding water quality especially around the lake; that nitrogen and phosphate contamination are major concerns; that Briar Chapel has set a good precedence with their process; and that he would like to include as a recommendation that extra steps be taken to reduce nitrate and phosphate from the wastewater that is land applied.

Mr. Ashness addressed the above concern. He stated that with this specific application he strongly believes that the levels that are being brought to the development are actually below what would be ideal for plant growth. Mr. Eby stated that the real issue is phosphates regarding the quality of drinking water. Ms. Smith noted concern regarding the issue of phosphates relative to all future development.

Mr. Wilson made a motion; seconded by Ms. Andrews to grant sketch design approval as submitted and as recommended by staff with the following conditions:

1. Prior to submittal of the preliminary plat for review, the feasibility of access to the properties of Alston, Harris, Holt and Lutterloh shall be evaluated.
2. Due to the possibility that Chatham County may add this subdivision to its distribution system, the development must exceed Heater Utilities specifications and meet Chatham County's specifications as required in Chapel Ridge regarding the materials used in water main materials and installation.
3. Detailed storm water plans shall be provided and approved by the county prior to preliminary approval.
4. Any required environmental monitoring reports shall be provided to the local county offices of the Health Department.

Discussion followed. Ms. Siverson stated that she would like to request that an environmental impact assessment be presented at preliminary plat submittal. Regarding the nitrate and phosphate issue, Mr. Megginson stated that just last night he and Will Baker, Chatham County Utilities Director, attended a meeting in Graham, NC regarding various issues with the lake; that this proposed

development is in an unzoned portion of the County; that what could be done regarding conditions is different if the development is within a zoned portion of the County (i.e. Briar Chapel); that the State permits the plant to operate at various effluent levels; and that the Meadowview application addresses various issues regarding plant and animal species, historical records, soils, creek buffers (are twice what is required); and that staff would not recommend any more detail than what has been provided. Ms. Siverson stated that pictures (provided by the Haw River Assembly) show what has happened to Dry Creek; that the developer has done all the right things, i.e. buffers; but that there are very negative impacts on creeks, the river and the lake.

Nick Robinson referenced a letter (with pictures attached) from the Haw River Assembly to the Chatham County Commissioners dated April 11, 2005 regarding concerns of the proposed development's impact on Dry Creek and the Haw River. A similar letter, dated May 3, 2005 was provided to the Planning Board members (see copy attached – 3 pages). He stated that from the concern of the April 11, 2005 letter he invited Will Baker, Chatham County Utilities Director to visit the site; that Mr. Baker inspected the site within 3 days of the letter; that the State inspector (from NCDENR) came to the site within six days after this to conduct a 2-1/2 hour inspection of structures for any possible erosion and sedimentation; that the inspection was given a total clean bill of health; that they were told that they were doing everything that they were supposed to be doing; that they did not see any structure that wasn't functioning; and that there was no sediment leaving the site or getting into the creek. Mr. Robinson cited that in a response to the letter from the Haw River Assembly the developer sent a letter to the County Commissioners (Mr. Robinson distributed copies of the response letter and a copy is attached to said minutes.) Mr. Robinson showed two pictures depicting the following:

- Dry Creek at Chapel Ridge 4/14/04 – prior to Chapel Ridge construction
- Tributary north of Dry Creek not on Chapel Ridge property – 3/05

Note: The above pictures are on file in the Planning Department in the Meadowview application.

Mr. Robinson stated that he appreciates and shares the concern of the Haw River Assembly, but that it has turned out to be a false alarm; that you can drive over the Haw River after a heavy rain and see the chocolate color of the river; and that this does not mean that there is sediment in the river but that there has been significant changes in turbidity.

Cynthia Crossen distributed copies of the letter that Nick Robinson referenced above dated May 3, 2005 from the Haw River Assembly with various pictures of Dry Creek. Ms. Crossen stated that she is the coordinator of the Haw River Watch Project; that she has lived close to Dry Creek for over thirty years; and that this kind of change to the creek is new.

Mr. Austin stated that there was 1.) a motion on the table and 2.) a request for an additional recommendation to require an environmental impact assessment (which was not part of the motion). Mr. McBee asked if the Board could require an environmental impact assessment at the next phase. Mr. Megginson explained that at this phase, if the Board follows staff's recommendation, it puts the developer on notice that lots may need to be shifted around; that it allows the developer to proceed ahead, discuss with the neighbors, and also physically look at where might be the best place to locate any or all connections; and that in designing the road the developer knows at the outset that this may be a requirement. Mr. Megginson noted that the Environmental Inventory section of the application notebook (that S&EC did for the developer) addresses wetlands, endangered species and other specifics. Discussion among the Board followed regarding turbidity within streams.

Mr. Wilson stated that he did not wish to amend his motion to add a requirement of performing an environmental impact assessment but wished to have a vote on the original motion (to grant approval of the request as recommended by staff with four [4] conditions, as revised by the Planning staff). Ms. Andrews seconded the motion. There was no further discussion. The motion passed 7-2-1 with Wilson, Andrews, Austin, Brown, Harris, McBee and Smith voting in favor of the motion; and Siverson and Walker voting against the motion; and Eliason abstaining.

At this time, Mr. Austin called for a five-minute break.

Following the break, Chairman Eliason returned to the Board.

VI. SKETCH, PRELIMINARY and FINAL APPROVAL:

- A. Request by Rob Boening, Executive Director on behalf of **Carolina Meadows**, for subdivision sketch, preliminary and final approval of one (1) non-residential lot, consisting of 3.56 acres, located off S. R. 1726, Williams Township.

Ms. Richardson reviewed the agenda notes for this subdivision. She referenced a letter received from the Corps of Engineers dated May 1, 2005 regarding their comments concerning the sale of the property and future expansion of the plant. (See copy of letter with enclosures attached – 4 pages.) Ms. Richardson noted that said letter would be included as an attachment with the agenda notes to the County Commissioners.

No adjoining property owners spoke.

Rob Boening, Executive Director, Carolina Meadows, Inc. was present. Mr. Boening stated that the ancillary benefit to this sale is that waste treatment is Aqua North Carolina's only business; that Aqua could do a much better job operating and running the plant on a long term basis; and that the additional acreage has provided more buffering.

There was no discussion among the Board.

Ms. Andrews made a motion; seconded by Mr. Austin to grant sketch, preliminary and final approval of the plat as submitted and as recommended by the Planning Department. The motion passed unanimously.

VII. PRELIMINARY and FINAL APPROVAL:

A. Request by Jordan Lake Preserve Corporation for subdivision preliminary and final approval of “**Chapel Ridge**”, Phase Two ‘A’, Sections ‘J’, ‘K’, ‘L’, ‘P’, and a portion of ‘N’, consisting of 210 acres, located off S. R. 1520, Old Graham Road, Center and Hadley Townships.

Chairman Eliason excused himself from this issue since his company (Absolute Land Surveying) has provided services for the development. Mr. Austin asked Ms. Richardson to begin the review of this request.

Ms. Richardson reviewed the agenda notes for this subdivision. She stated that since the agenda notes were prepared staff has received approval (dated April 8, 2005) of the erosion control plan and that condition #2 of staff’s agenda notes can now be omitted; and that the boundary line of the project has been slightly revised.

Nick Robinson, attorney, spoke on behalf of the applicant. Mr. Robinson stated that staff’s recommendation should include the revision of the boundaries. Mr. Richardson restated that staff’s recommendation should include the wording, “and approval of the boundary line revisions as shown on the plat”.

Ms. Andrews made a motion; seconded by Mr. Wilson, to grant preliminary and final approval of “Chapel Ridge” – Phase Two ‘A’, Sections ‘J’, ‘K’, ‘L’, ‘P’ and a Portion of ‘N’, and approval of the boundary line revisions as shown on the plat with the following conditions:

1. The final plat not be recorded until the county attorney has approved the financial guarantee.
2. The roadway to NC 87 shall be constructed to the NCDOT standards prior to issuance of 50 building permits in the Chapel Ridge subdivision.

No adjacent landowners spoke.

The motion passed 8-0-2 with Andrews, Wilson, Austin, Brown, Harris, McBee, Siverson, and Smith voting in favor of the motion; and Eliason and Walker abstaining.

VIII. ZONING AND ORDINANCE AMENDMENTS: *Items for May 16, 2005 Public Hearing:*

Mr. Megginson gave a brief review of the following items (A – D) scheduled for public hearing on May 16, 2005.

- A. Request by Terry Otto and Anna Cassilly for a revision to an existing Office and Institutional Conditional Use District with a Conditional Use Permit for:
- Hotels, motels and inns including accessory eating and drinking and personal service facilities when located in the principal structure, specifically for an inn;
 - Public and private schools, training and conference centers
- located off S. R-1941, Seaforth Road, on approximately 16 acres, New Hope Township, to request the removal of the time limit on the permit.
- B. Request by Galloway Ridge at Fearington for a revision to the existing Conditional Use Permit for a Planned Unit Development (Galloway Ridge portion of the Fearington Planned Unit Development) on approximately 50 acres, for a signage revision.
- C. Request by D. D. W., Inc d/b/a David Daniel Construction Company for a revision to an existing Office and Institution Conditional Use District with Conditional Use Permit for general and professional offices, on 5.7 acres, off S. R. 1008 (Mt Carmel Church Rd), in Williams Township, to add an office building and associated parking area.
- D. Request by Chatham Citizens For Effective Communities, Inc., Et al, for a revision to the Chatham County Watershed Protection Ordinance, Section 303, Cluster Development.

Update on George Farrell, Jr. request - item E. Ms. Richardson stated that Mr. Farrell was not ready to come back to the Board this month but that he plans to return to the Board in June with a revised site plan.

- E. Request by George Farrell, Jr. on behalf of Kunal Enterprises LLC for a revision to an existing Conditional Use Permit (previously Andy Carlson/Handy Andy), parcel #70029, to retain the existing approved uses and add the following:
- Boat, trailer and other utility vehicle sales to include camper and RV rental and sales and services including boat, RV, camper and other vehicle storage
 - Bait and tackle shop
 - Sporting goods sales and Camping supplies
 - Self Storage/mini warehouse storage facility with related retail and services (i.e. moving truck rentals)
 - Vehicle and boat wash
 - Rental equipment company
 - Office – business, professional and governmental
- On two (2) acres, located at the intersection of SR-1744, Bob Horton Road, and Hwy 64 E, New Hope Township and for review of a revised site plan for the overall project.

IX. NEW BUSINESS:

A. Planning Director's Report

1. Discussion of procedures for submission of minority reports

Mr. Megginson stated that the Board tabled this issue last month due to time restraints at the Community College.

Mr. Walker made a motion to clarify the language concerning the minority reports as follows:

- That any member voting in the minority can call for a report; that all members of a minority would not have to sign the report; that there would only be one (1) report; that the report would need to be submitted within two (2) weeks before the night of the meeting; and that a copy of the report be sent to all members of the Planning Board.

Discussion followed. Mr. Megginson stated that the time period could be a problem since the Planning Department turns the agenda notes around for the Commissioners typically the day after the Planning Board meeting; that staff would need to know if there is to be a minority report so that we can advise the Commissioners at this time; that the minority report needs to be in electronic format, i.e. Word document; and that the report would be needed before the agenda review meeting that would be on the Monday following the Tuesday Planning Board meeting. It was the consensus of the Board that the minority report be submitted to the Planning Department no later than 8:00 a.m. Monday following the Tuesday Planning Board meeting.

Mr. Walker restated his motion to include that the timing of the report would be electronically submitted to the Planning Department by 8:00 a.m. Monday following the Tuesday Planning Board meeting. Ms. Siverson seconded Mr. Walker's motion.

Chairman Eliason stated that the substance of a minority report are the reasons certain members voted against that agenda item but the decision of the Board is the decision of the Board. He noted that his concern is that in the past a minority report has been expressed as a difference of opinion and that we seem divisive as a Board.

vote on motion:

All Board members voted in favor of the motion except Mr. Wilson who voted against.

B. Planning Board Member's Reports

No reports were submitted.

X. ADJOURNMENT: There being no further business, the meeting adjourned at 9:30 P.M

Charles Eliason, Chair

Date

Attest:

Kay Everage, Secretary to the Board

Date