



## APPLICATION ACCEPTANCE POLICY

## CONDITIONAL DISTRICT REZONING

Chatham County  
Planning Department

PO Box 54, Pittsboro, NC, 27312  
Telephone 919-542-8204 | Fax 919-542-2698  
[www.chathamnc.org/planning](http://www.chathamnc.org/planning)

Chatham County understands that clear expectations make the application and development review processes easier for both applicants and staff. The policies outlined below will enable Planning Department staff to move the process along in a way that ensures that each application receives the attention it deserves. Staff desires to complete review of projects in an accurate and timely manner. Due to the preparation, reviews, and public hearing schedules, working with incomplete materials detracts from the timely review of applications.

1. Applications are to be reviewed for completeness by staff prior to being officially accepted for review. Applications that are dropped off or mailed in cannot be accepted without prior approval from the Zoning Administrator.
2. Checklists for each type of request are provided with each application package. If the application does not contain all required items on the checklist, it will be considered incomplete and shall not be accepted. **PLEASE REVIEW SECTION 5 FOR CONDITIONAL ZONING IN ITS ENTIRETY TO MAKE SURE ALL AREAS FOR SUBMISSION ARE COVERED.**
3. Upon determination by staff that an application is complete, it will be officially accepted by the Planning Department by accepting payment and issuing receipt. Staff will not hold materials for incomplete applications or any monies associated with the submittal of an application. Application fees must be paid at the time an application is submitted for acceptance.
4. In order to allow time to process fees, applications will not be accepted after 4:00 pm each day.
5. For your convenience, applicants may schedule an appointment with staff to review the application package before the official submission.

The Planning Department staff looks forward to working with you during the application process. If you have questions or need further assistance, please call 919-542-8285.

# CONDITIONAL ZONING DISTRICT

## APPLICATION FOR CHANGE OF ZONING OF PROPERTY

Chatham County  
Planning Department

P. O. Box 54, 80-A East St, Pittsboro, NC 27312  
Telephone: (919) 542-8204 FAX: (919)542-2698

### Section A. APPLICANT INFORMATION

NAME OF APPLICANT: Pat Cothren

MAILING ADDRESS OF APPLICANT: 1435 Thompson St, Pittsboro, NC 27312

PHONE NUMBER/E-MAIL OF APPLICANT: 919-444-2499

PROPERTY OWNER INFORMATION (If different from the applicant): \*Owner Authorization Signature Required; See end of application.

Name(s) SAME AS ABOVE

Address: \_\_\_\_\_

ZIP \_\_\_\_\_

Telephone: \_\_\_\_\_ FAX: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

**PROPERTY INFORMATION:** The following information is required to provide the necessary information to process the rezoning request:

ADDRESS OF SUBJECT SITE: 61 Sugar Lake Rd, Pittsboro, NC 27312

CHATHAM COUNTY PROPERTY PARCEL NUMBER (AKPAR #): 17380

CURRENT ZONING DISTRICT/CLASSIFICATION(S): RI

PROPOSED ZONING DISTRICT(S):  CD-NB  CD-CB  CD-RB  CD-O&I  CD-IL  CD-IH

TOTAL SITE ACRES/SQUARE FEET: 19.41 acres / 845064 Square feet.

PROPOSED USE(S) AND PROPOSED CONDITIONS FOR THE SITE: Boat / RV Storage and Landscape Contractors Yard



It is important that the applicant provide information to explain how the rezoning request satisfies the following questions. All applications shall contain the following information. **Please use attachments and/or additional sheets if necessary to fully explain and detail this project.** If you feel any of the below standards do not apply to this application, mark with "N/A" and explain if necessary.

1. **The alleged error in this Ordinance, if any, which would be remedied by the proposed amendment with a detailed explanation of such error in the Ordinance and detailed reasons how the proposed amendment will correct the same.**

The change will make the property consistent with the zoning to the adjacent properties. Currently this property is listed as R-1. It is proposed to be changed to a Neighborhood Business. Adjacent to this property is a similar storage facility and a landscaping operation. Approximately 242,400 square feet will be used for the storage facility containing 150 storage units with concrete pads and Gravel driveway. The units will be divided into 4 buildings with fire walls as required by the Building permit office. The landscape/mulch business will use approximately 65,340 square feet, of which 10,000 square feet will be covered with Gravel including the driveway. This will make up about 28% of the total property.

2. **The changed or changing conditions, if any, of the area or in the County generally, which make the proposed amendment reasonably necessary to the promotion of the public health, safety and general welfare.**

With the eminent growth in Chatham County, providing the needed services to the community will be of importance. This zoning change will allow for needed services to operate with very little impact to the surrounding area. In this case the services proposed are a Boat and RV Storage facility and a Landscaping Contracting yard.

3. **The manner in which the proposed amendment will carry out the intent and purpose of any adopted plans or part thereof.**

This application is consistent with the policies and goals of the Chatham County Land Conservation and Development Plan. The proposal promotes the policies of balanced growth, open, pro-active and cooperative development and developing an integrated approach to promotion recreation and tourism.

4. **The requested amendment is either essential or desirable for the public convenience or welfare.**

**BOAT AND RV STORAGE FACILITY-** This application is consistent with the policies and goals of the Chatham County Land Conservation and Development Plan. The proposal promotes the policies of balanced growth, open, pro-active and cooperative development and developing an integrated approach to promotion recreation and tourism. The location of the project, at an intersection of public roads, near Jordan Lake and near similar facilities, makes it well-suited for the proposed boat and recreational vehicle storage. The project will promote recreation and tourism by providing user of the area's lakes and rivers a convenient location to store their equipment in a high quality, tastefully designed facility that will not negatively impact surrounding property uses.

**MULCH YARD-** A proposed segment of this property will serve as a loading area to provide landscaping mulch to homeowners and businesses in the area.

**Need and Desirability:** The businesses being applied for have similar locations in the general vicinity and all continue to grow in the area. The businesses will meet a specific need to supply an exclusive type of shelter and secure design. With the existing locations filled to capacity and maximized use of their current property, the need for additional units is necessary for the continued growth in Chatham County. The location is not on a major highway but in close proximity to the Hwy 64 and Hwy 15/501. This will help reduce the chances of an accident in pulling large boats on to major highway. We are within one mile of



Hwy 64 interchange with red light to help control traffic. The location is within 5 miles of 6 boat ramps and 3 Gas stations. The location at the intersection of 64 and Mt Gilead just removed about 60-70 slips to make room for climate controlled self-storage units. With the new subdivisions on Mt Gilead Church Rd and Jack Bennett road plus the additional homes being constructed in Briars Chapel, this facility will serve for their use. Most new subdivisions and existing subdivisions have provisions in their ordinances that boats and RVs cannot be stored in the driveway visible from the street. The growth in the area has created an unmet demand for this type of storage for large boats and recreational vehicles convenient to Jordan Lake and the future Chatham Park. With the development and population growth occurring in the Triangle, Triad and the Chatham Park development in Chatham County, and the recreational attraction of Jordan Lake, there is an ever-growing demand for boat and RV Storage facilities. The proposed facility design screens the stored content from passers-by, muffles noise and requires no high-power or extensive lighting. The landscaping/mulch yard will satisfy the growing demand for landscape mulch as new housing, subdivisions, businesses will rely on a steady source of material for compliance with Home Owners' Associations and overall curb appeal. Mulch provides numerous benefits to the environment. It protects soil from erosion, reduces compactions from heavy rain, conserves moisture for plants, prevents weed growth, and creates a clean "finished" appearance. Traffic to and from the site is minimal. The enclosed design of the project promotes security and discourages unwanted attention. Along with the location of the project at the crossroads of Mt Gilead Church Road and Sugar Lake Road and convenient access to the lake and Hwy 64 with minimal impact on the traffic patterns make this site well suited for this type of use.

Survey of Similar Uses: There are several Boat storage facilities in the Jordan Lake area and to the best of my knowledge they are all successful. The facility design is going to be unique in that they provide larger, more secure enclosed storage space with uncommon amenities (including electrical hook-ups, optional storage heights overhead, interior lighting with generator backups on gates) that make the facility appropriate for storing large and valuable boats, recreational vehicles and other similar items. Based on my research very few of the existing locations provide the same or similar type of service. The new facility on 64 will serve the needs for the Apex and Cary market because of the location of the facility. There are no mulch yards between Highway 751 and Hwy 15-501. Contractors serving Chatham Park, the northern part of Chatham County and Pittsboro will benefit from having access to mulch with ease of access from Hwy 64 and Hwy 15-501. The expected growth and additional residential subdivisions and businesses supporting our community will require landscaping mulch.

**5. All other circumstances, factors and reasons which the applicant offers in support of the proposed amendment.**

Based on the size of this property and the size of the facility proposed it will offer virtually no impact to the area around it. The facility will be situated on the property with very little visibility to the surrounding property and the drivers passing by. We will utilize the existing vegetation on the property to buffer the facility from traffic and neighbors. This will help to maintain the rural nature of the county and its land uses.



**You must meet with the Chatham County Appearance Commission and hold the Community Meeting BEFORE you can submit the application to the Planning Department. Please check the boxes below once these meetings have been held:**

<input checked="" type="checkbox"/> Chatham County Appearance Commission	Date of Meeting <u>01/25/2017</u>
<input checked="" type="checkbox"/> Held Community Meeting	Date of Meeting <u>01/19/2017</u>



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## **Section B. SUBMITTAL INFORMATION AND PROCEDURE**

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- (1) Sixteen (16) completed application packets and all supporting information shall be submitted to the Planning Department at least forty-five (45) days prior to the Public Hearing. **(PLEASE SEE ATTACHED CALENDAR FOR ALL SUBMITTAL AND DEADLINE DATES)** A digital copy of the application packet shall be submitted pursuant to the Planning Department Digital Document Submission Guidelines.
  - (2) The Planning Department shall, before scheduling the public hearing, ensure that the application contains all the required information as specified in **Section 5 of the zoning ordinance.**
  - (3) The Planning Department shall have fifteen (15) days from the date of submittal to notify the applicant that the application is complete for scheduling the public hearing.
    - a. If the Planning Department determines the information is not sufficient for review, the Department shall notify the applicant of the specific information that is required for review.
    - b. The Planning Department shall take no further action on the application until the applicant submits the required information.
    - c. Once the applicant corrects the identified deficiencies, the applicant shall resubmit to the Planning Department at least 45 days prior to the next Public Hearing meeting, and the Department shall have 15 days to review the information and notify the applicant that the information is sufficient for review.
    - d. A determination that an application contains sufficient information for review as provided in this subsection (b) does not limit the ability of other county agencies, the Planning Board or the Board of Commissioners to request additional information during the review process.
  - (4) The application is reviewed by the Technical Review Committee prior to the Public Hearing for comments and recommendations from other agencies.
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## **Section C. SUPPLEMENTAL INFORMATION REQUIRED WITH THE APPLICATION and REQUIRED INFORMATION TO BE INCLUDED ON THE SITE PLAN**

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***PLEASE INCLUDE ALL OF THE FOLLOWING (CHECK OFF).*** Please check the list below carefully before you submit:

- (1) The application shall include a **site plan**, drawn to scale, with supporting information and text that specifies the actual use or uses intended for the property and any rules, regulations, and conditions that, in addition to the predetermined ordinance requirements, will govern the development and use of the property. The following information must be provided, if applicable:
    - a. Information showing the boundaries of the proposed property as follows:
      1. If the entire parcel will be zoned, a GIS or survey map and parcel number of the subject property.
      2. If only a portion of the parcel will be zoned, a boundary survey and vicinity map showing the property's total acreage, parcel number, current zoning classification(s) and the general location in relation to major streets, railroads, and/or waterways,
    - b. Legal Description of proposed conditional zoning district;
    - c. All existing and proposed easements, reservations, and rights-of-way;
-



- d. Proposed number and general location of all building sites, their approximate location, and their approximate dimensions;
- e. Proposed use of all land and structures, including the number of residential units and the total square footage of any non-residential development;
- f. All yards, buffers, screening, and landscaping required by these regulations or proposed by the applicant; (**SECTION 12 LANDSCAPING & BUFFERING REQUIREMENTS**)
- g. All existing and proposed points of access to public and/or private streets;
- h. Stream buffers required through this or other Chatham County Ordinances or Regulations, and other Local, State, or Federal regulatory agencies. Delineation of areas within the regulatory floodplain as shown on the Official Flood Insurance Rate Maps for Chatham County;
- i. Proposed phasing, if any;
- j. Generalized traffic, parking, and circulation plans; (**SECTION 14 OFF STREET PARKING**)
- k. Proposed provision of utilities;
- l. The location of known sites of historic or cultural significance within or adjacent to the project area, including any structure over 50 years old;
- m. The approximate location of any cemetery;
- n. Proposed number, location, and size of signs; (**SECTION 15 SIGN REGULATIONS**)
- o. Location and description of any proposed lighting on the project site with a note that any lighting will comply with Section 13; (**SECTION 13 LIGHTING STANDARDS**)
- p. The location of existing and/or proposed storm drainage patterns and facilities intended to serve the proposed development, and impervious surface calculations; and
- q. Environmental Impact Assessment pursuant to **Section 11.3** of the Zoning Ordinance, if applicable. If you are or will be disturbing two or more acres in connection with this application, you are required to submit and EIA with this application. Failure to do so will result in the delay of scheduling your request for public hearing or may be returned completely for re-submission.

**The above information is required to be shown on the site plan submitted with this application. If, for some reason, any of the required items above are not included on the site plan, reasons for excluding those requirements must be given.**

(2) In the course of evaluating the proposed use, the Zoning Administrator, Planning Board, Chatham County Appearance Commission, or Board of Commissioners may request additional information from the applicant. This information may include, but not be limited to, the following:

- a. Proposed screening, buffers, and landscaping over and above that required by these regulations, as well as proposed treatment of any existing natural features;
- b. Existing and general proposed topography;
- c. Scale of buildings relative to abutting property;
- d. Height of structures;
- e. Exterior features of the proposed development;
- f. A traffic impact analysis of the proposed development prepared by a qualified professional. The traffic impact analysis shall follow the NCDOT TIA Analysis Guidelines, and shall also include consideration for non-motorized and public transportation;
- g. Any other information needed to demonstrate compliance with these regulations.

**NOTE: The Zoning Administrator has the authority to waive any application requirement where the type of use or scale of the proposal makes providing that information unnecessary or impractical.**



**SECTION D. SIGNATURE STATEMENTS**

**OWNER'S SIGNATURE\*:** *In filing this application, I/we as the property owner(s), hereby certify that all of the information presented in this application is accurate to the best of my knowledge, information and belief. I hereby designate \_\_\_\_\_ to act on my behalf regarding this application, to receive and respond to administrative comments, to resubmit plans on my behalf and to speak for me in any public meeting regarding this application.*

Signature: *Pat LaO*

Date: *3-31-17*

**APPLICANT SIGNATURE:** *I hereby acknowledge that I am making this application on behalf of the above owner's statement or myself as the owner and that all the information presented in this application is accurate to the best of my knowledge, information, and belief. I acknowledge understanding of the requirements set out in this application and in the ordinances and/or guidelines used to determine the completeness of this submittal and to proceed as determined.*

Signature: *Pat LaO*

Date: *3-31-17*

**OFFICE USE ONLY:**

Date Application Received: \_\_\_\_\_

Received By: \_\_\_\_\_

Fee Paid: \$ \_\_\_\_\_

Check No. \_\_\_\_\_  Cash  Credit Card  Money Order

Application No. PL 20 \_\_\_\_\_



Pat Cothren  
1345 Thompson Street  
Pittsboro, NC 27312

January 5, 2017

Sugar Lake Land Company  
981 Old Graham Rd  
Pittsboro, NC 27312

**Re: Development Input Meeting** for Boat/RV Storage and Mulch Yard located at 61 Sugar Lake Road, Pittsboro, NC 27312 on Thursday, January 19, 2017.

Dear Adjacent Property Owner:

This letter is to invite you to a community meeting regarding an RV/Boat Storage and Mulch yard project on 4.5 acres we are proposing near your property, on Parcel Number 17380. An informal community meeting will be held on January 19, 2017 beginning at 6:00 pm at 1345 Thompson Street, Pittsboro, NC 27312, and lasting approximately one hour. Plans of our proposed development will be shown and you will have the opportunity to voice your concerns and ask questions of people knowledgeable about the details of our project. Our plans may be revised based on your input before we submit to the County.

This meeting is required as part of the County zoning process; however County staff will not participate in the meeting. We are planning to submit our official plans to the County Planning Department in the near future. You will receive a notice from the County about this submittal once the application has been made.

We would appreciate your attendance and input at the community meeting. If you have questions before the meeting, you may contact the person noted below.

Respectfully,

Pat Cothren

**For More Information, Please Contact:**

Pat Cothren  
919-444-2499

**REPORT OF COMMUNITY MEETING REQUIRED BY  
THE CHATHAM COUNTY ZONING ORDINANCE**

To: Chatham County ZONING ADMINISTRATOR

Date: February 3, 2017

Proposed Zoning: CD-NB

The undersigned hereby certifies that written notice of a community meeting on the above zoning application was given to the adjacent property owners set forth on the attached list by first class mail on (date) January 5, 2017. A copy of the written notice is also attached.

The meeting was held at the following time and place: 1345 Thompson St, Pittsboro, NC on January 19, 2017 at 6: pm \_\_\_\_\_

The persons in attendance at the meeting were: \_\_\_\_\_  
Thomas and Frances Danek of Sugar Lake Land Co  
Phone call from, Agent for ST Wooten, not in attendance  
Azar Chowdry of Boat/RV Motor Sport Storage on January 20

The following issues were discussed at the meeting: The scope and purpose of the project were discussed. There were no issues expressed by any of the inquiring adjacent property owners.

As a result of the meeting, the following changes were made to the rezoning petition: None.

Date: 2-25-17  
Applicant: [Signature]  
By: [Signature]

Please submit this Report to the Chatham County Planning Department located at 80-A East Street, Dunlap Building or mail it to Angela Birchett, Zoning Administrator, PO Box 54, Pittsboro, NC 27312.



## List of Adjacent Landowners

Adjacent Landowners (property owners across a public or private road, easement, or waterway are considered adjacent landowners)

Legal notices were mailed to these owners:

S T Wooten Corp  
PO Box 2408  
Wilson, NC 27894

John W. Byrd, Jr  
221 Summit Ave  
Mt Holly, NC 28120

Jerry Allen  
PO Box 591  
Morrisville, NC 27560

Azar Chowdry  
305 Silver Bluff  
Holly Springs, NC 27540

Linda Miller  
5826 Emerald Woods Dr  
Indian Trail, NC 28079

Timothy Mitchell  
681 Mt. Gilead Church Rd  
Pittsboro, NC 27312

Sugar Lake Land Company, Inc  
981 Old Graham Rd  
Pittsboro, NC 27312

TABLE OF CONTENTS-

CONDITIONAL ZONING DISTRICT- Application for Change of Zoning Property

SECTION C of Application-

1. Site Plan #1

- a. GIS Parcel map with parcel #
- b. Legal description of proposed Conditional Zoning District- CD-NB

The district is meant to serve a small retail market, roughly equivalent to the trade area of a small (40,000 square foot) grocery store and ancillary services. No building within the district shall exceed 80,000 square feet and the cumulative building square footage shall not exceed 160,000 square feet.

Site Plan #2

- c. There are no easements on the property
- d. Proposed building sites
- e. Proposed use of all land and structures

Site Plan #3

- f. Buffers and Landscaping

Site Plan #4

- g. Access Points
- h. Stream and Buffers
- i. Phasing-N/A
- j. Traffic and Parking
- k. Utility Provision
- l. Historical significance- N/A
- m. Cemetery-N/A
- n. Signage and location

Site Plan #5

- o. Lighting
- p. Storm Drainage- N/A
- q. Environmental Impact Assessment- N/A

2. Additional information

- a. see item "f" in section 1
- b. see Site Plan #5
- c. see Site Plan #2
- d. Building dimensions
- e. Building material



# Chatham County Tax Map



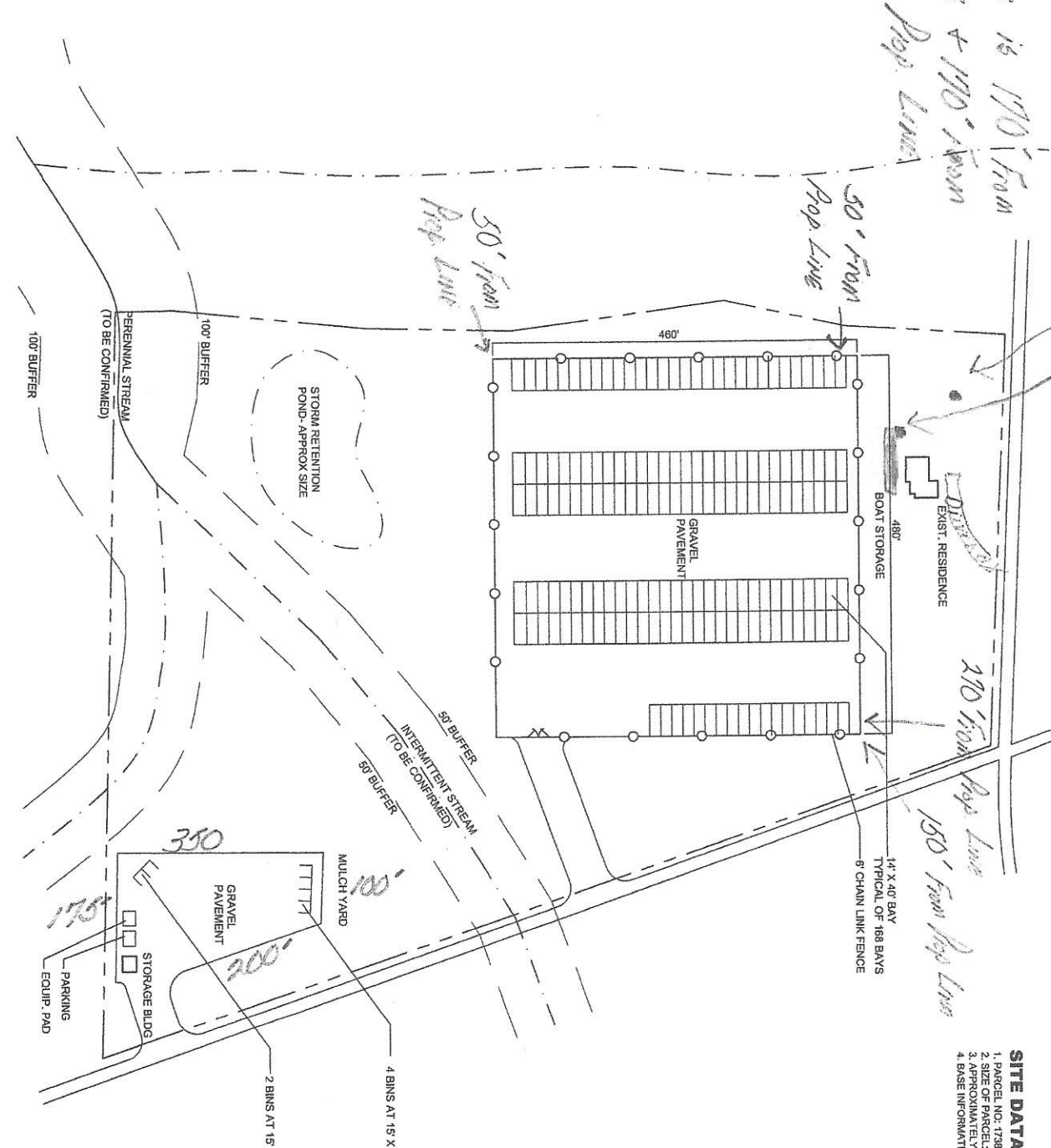
PARCEL MAP

SITE PLAN # 1

Well is 100' from house + 70 FT from West Property Line  
 Septic Tank + Field Lines below house

#2

House is 170' from  
 Fence + 170' from  
 West Prop Line



**SITE DATA:**

1. PARCEL NO.: 17380
2. SIZE OF PARCEL: 18.41 AC
3. APPROXIMATELY 21% IMPERVIOUS SURFACE
4. BASE INFORMATION TAKEN FROM CANTHAM CO. MAPS.

**CONCEPT SITE PLAN**



**BOAT STORAGE/ MULCH YARD**

61 SUGAR LAKE ROAD  
 PITTSBORO, NC 27312



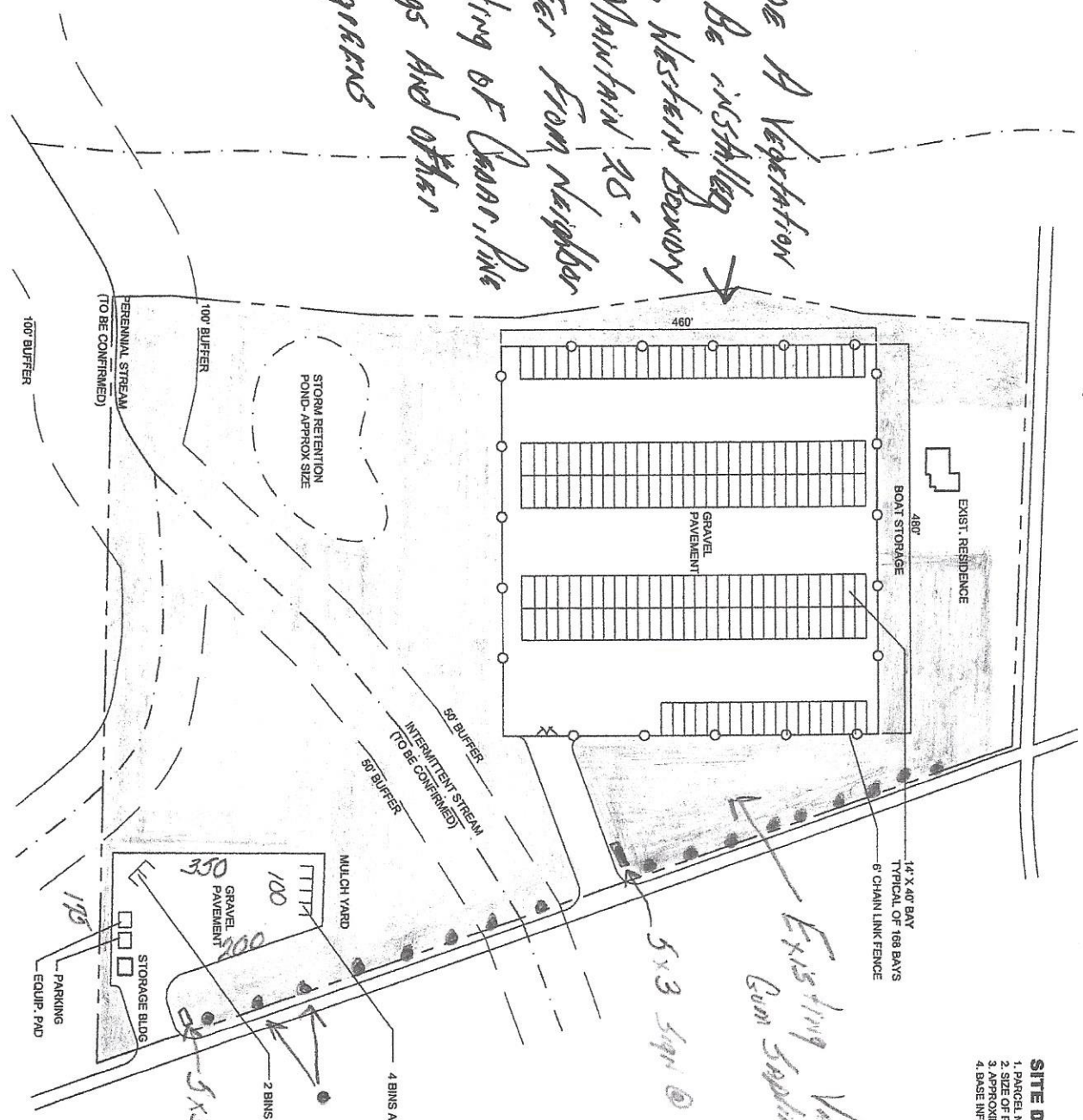
**Arnette Clark Design**  
 Landscape Architecture | Site Planning  
 Cary, NC | arnette@ncr.com | 919.852.0670

DATE: 2/1/13  
 SCALE: 1/4" = 1'-0"  
 SHEET: L-1



*Buffers & Landscaping # 3*

*Type A Vegetation  
Will Be installed  
Along Western Boundary  
To Maintain 25'  
Buffer From Neighbor  
Consisting of Cedar, Pine  
Saplings And other  
Evergreens*



*Existing Vegetation 15-20'  
Eum Saplings  
5x3 Sap @ Entrance*

*4 BINS AT 15' X 15'  
2 BINS AT 15' X 15'  
5x3 Sap @ Entrance  
Eastern  
Red Cedar Sapling 2017  
Spacing*

- SITE DATA:**
1. PARCEL NO. 17280
  2. SITE OF PARCEL: 10.041 AC
  3. APPROXIMATELY 27% IMPERVIOUS SURFACE
  4. BASE INFORMATION TAKEN FROM CHATHAM CO. MAPS.



**BOAT STORAGE/ MULCH YARD**

61 SUGAR LAKE ROAD  
PITTSBORO, NC 27312



**Arnette Clark Design**  
Landscape Architecture | Site Planning  
Cary, NC | arnette@ncr.com | 919.852.0670

DATE	2.11.17
PROJECT	1023
SCALE	AS SHOWN
DATE	2.11.17
SCALE	AS SHOWN
DATE	2.11.17
SCALE	AS SHOWN

*Access Points #4*

**SITE DATA:**  
1. PARCEL NO: 17380  
2. SIZE OF PARCEL: 19.41 AC  
3. APPROXIMATELY 27% IMPERVIOUS SURFACE  
4. BASE INFORMATION TAKEN FROM CHATHAM CO. IMAPS.

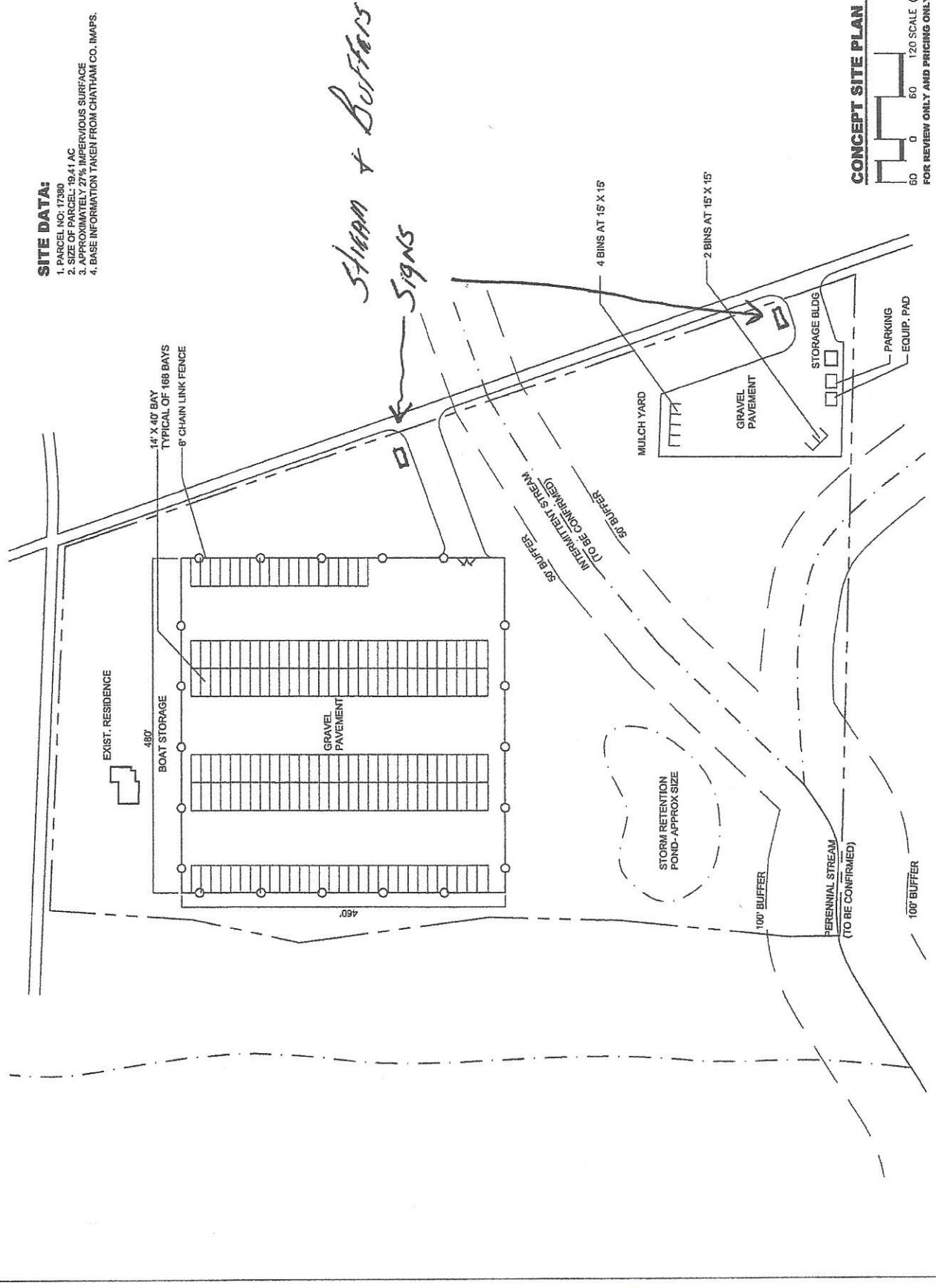
Arnette Clark Design  
Landscape Architecture | Site Planning  
Cary, NC | amette@arcl.com | 919.852.0670



# BOAT STORAGE/MULCH YARD

61 SUGAR LAKE ROAD  
PITTSBORO, NC 27312

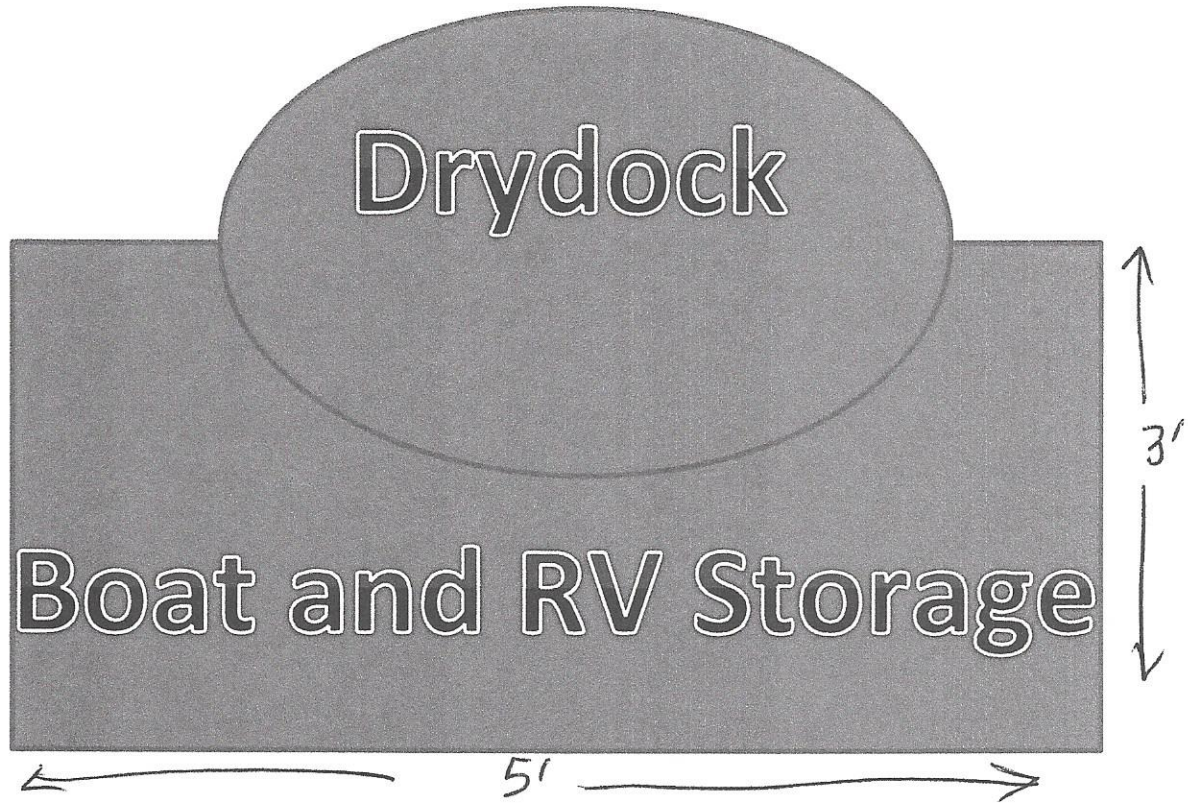
DATE	23.17
REVISION	
DRAWN BY	MD
CHECKED BY	DA
SCALE	
SHEET	L-1
OF	1
SHEET	



**CONCEPT SITE PLAN**  
60 0 60 120 SCALE (APPROX)  
FOR REVIEW ONLY AND PRICING ONLY



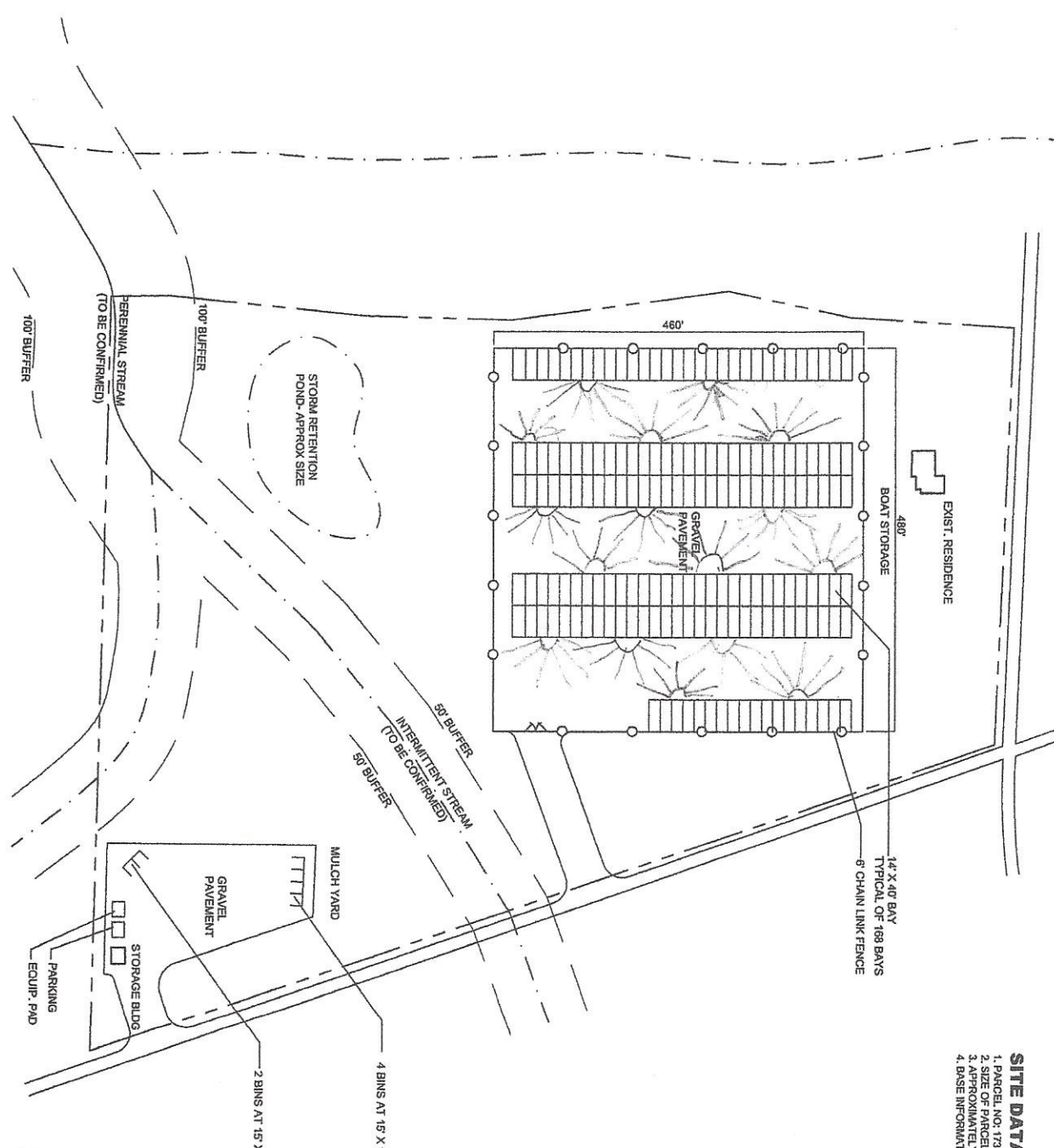
The size of the signs will be 4 by 6 according to the guidelines of the county.



*Lighting*

*Lighting - Will be developed later on site to help to help w/ see 13 & drainage*

*#5*



- SITE DATA:**
1. PARCEL NO: 17380
  2. SIZE OF PARCEL: 19.41 AC
  3. APPROXIMATELY 27% IMPERVIOUS SURFACE
  4. BASE INFORMATION TAKEN FROM CHATHAM CO. MAPS.



**BOAT STORAGE/ MULCH YARD**

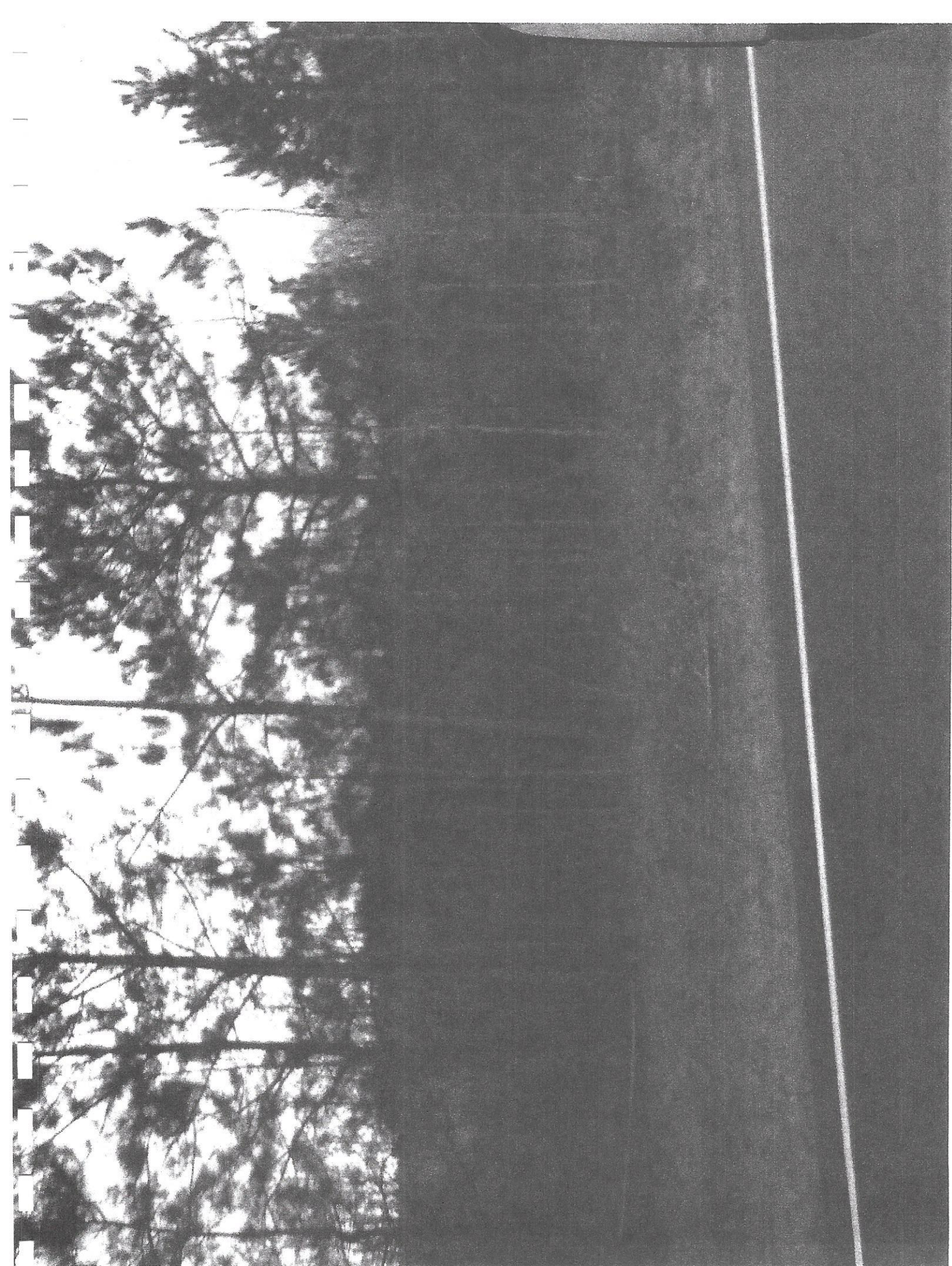
61 SUGAR LAKE ROAD  
PITTSBORO, NC 27312



**Arnette Clark Design**  
Landscape Architecture | Site Planning  
Cary, NC | arnette@ncr.com | 919.852.0670

DATE	2/21/17
REVISION	
NO.	1
DATE	
BY	
CHECKED	
SCALE	







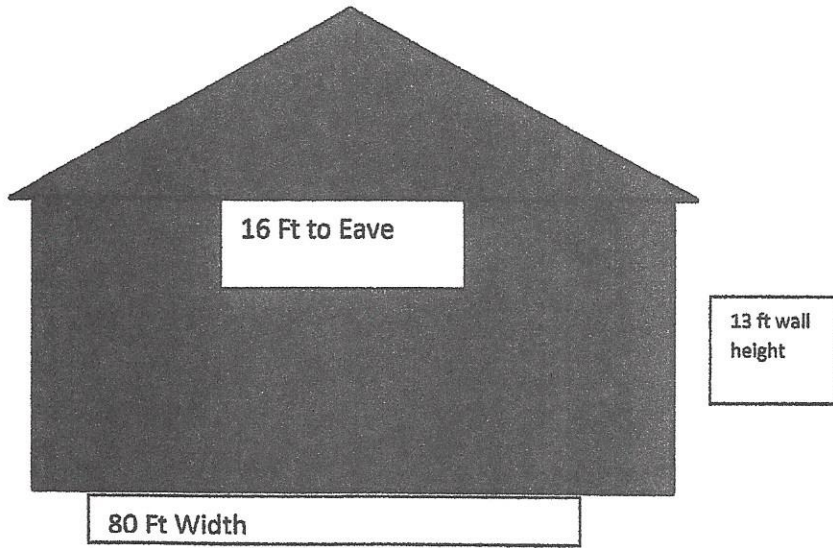




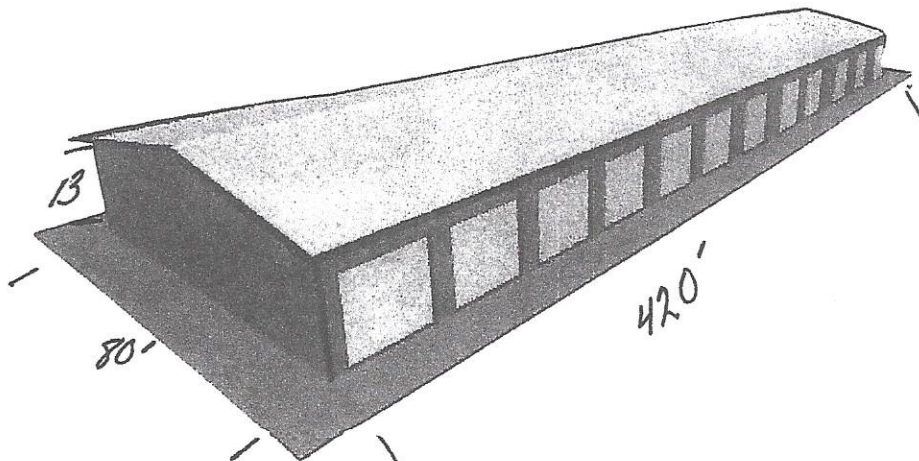
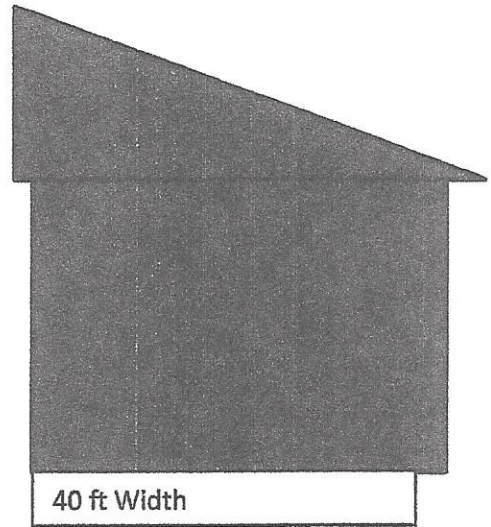
# Sugar Lake Boat Storage

Location of the building is at the corner of Sugar Lake rd and Mount Gilead Church Rd. The driveway will be on Mt Gilead Church rd. For Scale drawing please see the attached drawings. First attachment is scale drawing of the building location with dimensions. Second attachment represents the existing vegetation will be used for elevation from road. Third attachment shows the lighting that will be used. All lights will be down lights mounted on the building under the overhang. Next four pictures represent the view from the road.

Side View Interior Building



Side View Exterior Buildings



*Metal Siding + Metal Roof*