

**Zebulon
Planning Board
Minutes
November 8, 2021**

Present: Gene Blount, Laura Johnson, Michael Germano, Stephanie Jenkins, David Lowry, Jessica Luther, Joshua Robinson, Joe Moore-Town Manager, Michael Clark-Planning, Meade Bradshaw-Planning, Stacie Paratore-Deputy Town Clerk, Sam Slater-Town Attorney

Gene Blount called the meeting to order at 8:00 p.m.

APPROVAL OF AGENDA

David Lowry made a motion, second by Stephanie Jenkins to approve the agenda. There was no discussion and the motion passed unanimously.

Laura Johnson made a motion, second by Jessica Luther to allow public comment during the meeting. There was no discussion and the motion passed unanimously.

ELECTION OF OFFICERS

Stephanie Jenkins made a motion, second by Michael Germano to nominate David Lowry as the Planning Board Chair. There was no discussion and the motion passed unanimously.

David Lowry made a motion, second by Joshua Robinson to nominate Michael Germano as the Planning Board Vice-Chair. There was no discussion and the motion passed unanimously.

David Lowry thanked the Planning Board for electing him as the Planning Board Chair.

TRAINING:

A. Comprehensive Land Use Plan

Michael Clark spoke about how to apply the Comprehensive Land Use Plan and Transportation Plan now that they were both adopted and how to use them moving forward. The goals, policies and actions of the plans were detailed. The plans would be a guidance document that gave more consistency. The sections of the Land Use Plan included:

- Land Use and Development
- Growth Capacity
- Housing and Neighborhood
- Economic Development
- Recreation and Amenities

The future land use map was shown. The map was not set in stone and should be reviewed periodically to grow and change with the Town. There was discussion about amendments to the plan and land use map.

B. Comprehensive Transportation Plan

Michael Clark spoke about the sections of the Transportation Plan:

- Transportation, Vision, Values, and Input
- Roadway Element

- Pedestrian and Bicycle Element
- Transit Element

The transportation map was shown. There was discussion about amendments to the plan and the transportation map. The two plans were guidance documents and did not replace the Unified Development Ordinance. There was not a set requirement of when to modify the Transportation Plan. If the Land Use Plan was amended, it would be likely the Transportation Plan would be modified at the same time. There was no statutory requirement for a Transportation Plan like there was for a Land Use Plan.

POSSIBLE FUTURE TEXT AMENDMENTS

A. Landscaping Around Stormwater Control Measures

Michael Clark explained Staff brought the items for discussion to get feedback from the Planning Board to provide guidance for land use opportunities.

Meade Bradshaw explained stormwater control measures and showed pictures of examples. Staff suggested the following language:

- Evergreen species
- Screen occupying
- Variety
- Fence or gate
- Position adjacent to fence

There was discussion about a wet pond versus a dry pond option. Staff was unable to dictate a development's stormwater pond. The Homeowner's Association would maintain a pond fountain. There was discussion about fencing around ponds to provide safety. Jessica Luther liked the evergreen species and suggested adding native species and pollinators to the list. Michael Germano suggested adding restrictions to the slope of the pond banks.

B. Social Districts

Michael Clark explained the general statute had changed for open containers in particular areas and downtown business owners had inquired about it for downtown Zebulon.

There was discussion about having special cups as an indicator for the social district. The Town Attorney clarified that any overserving liability would fall on the establishment that sold the beverage. Policing a social district and ways to prevent underage drinking were discussed. David Lowry suggested adding some language regarding the safety of the social districts specifically signage or a painted walkway for the district boundaries.

C. Water Allocation Policy

Michael Clark stated this would create a list of required items that a developer may choose from to obtain water allocation from the Town of Zebulon. There would be points based on the type of use. There was discussion about the base points per use and examples were given. Bonus points could be awarded for the following:

- Design-Abatement of nonconformities
- Additional transportation improvements

- Green development standards
- Outdoor enhancement
- Additional amenities

Some suggestions for the policy included requiring youth activities such as basketball courts, soccer fields and tennis courts. Developers were not able to pay a fee-in-lieu to reach their allotted points. The policy gave more control to how the Town would grow and develop by giving bonus points to build in a certain location.

There would be a minimum threshold for green development standards.

D. Required Amenities for Neighborhoods

The Town did not currently require amenity features for residential neighborhoods. There was detailed discussion about amenities to require and to base the amenities on the square footage of the homes, size of lots and number of homes.

It was suggested to give developers options of the required amenities.

E. Parking Reductions

The parking lot at Triangle East Shopping Center was shown as an example. The shopping center had more parking space than commercial space. Other examples of Town parking lots were shown. It was stated the Town could offer incentives to reduce the number of parking spaces if other items were implemented such as an electric charging station.

There was discussion on ways to allow space for more business development in specific parking lots around Town.

Michael Clark spoke about the parking regulations in the Unified Development Ordinance. Staff suggested a 10% reduction and a bonus reduction for certain features.

There were concerns expressed about giving credits for electric vehicle charging stations.

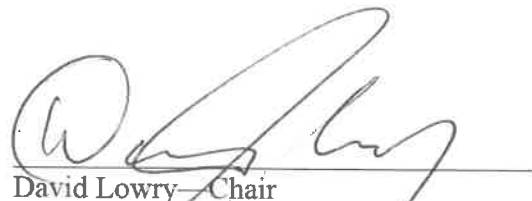
STAFF UPDATES

Michael Clark spoke about the new businesses and construction happening in Town.

Gene Blount made a motion, second by Laura Johnson to adjourn. There was no discussion and the motion passed unanimously.

Adopted this the 14th day of March 2022.




David Lowry—Chair


Stacie Paratore, CMC—Deputy Town Clerk