

**TOWN OF MIDWAY
PLANNING AND ZONING BOARD/BOARD OF ADJUSTMENT
MINUTES
JANUARY 31, 2012 – 5:00 P.M.**

CALL TO ORDER

Planning and Zoning Board Chairman Lynn Griggs called the meeting to order.

Planning and Zoning Board members present were: Lynn Griggs, Jackie Edwards, Sue Stephens, LeeAnn Thomas, and Charles Waddell. Absent: none. Town Administrator Ryan Ross, Town Clerk Linda Hunt, and Planning and Zoning Consultant Vagn Hansen of Benchmark CMR, Inc. were present.

PUBLIC COMMENT

There were none.

APPROVAL OF MINUTES

The following corrections were to be made in the November 29, 2011 Planning Board minutes under Zoning Administrator's reports:

- Correction: Hickory Tree Road is a trailer violation, not an overgrown lot
- Remove: Trailer on Country Lane
- Addition: Meadow Trail – Messy yard
- Correction: Havenwood is one word rather than two

On motion by Board member Charles Waddell, seconded by Board member Jackie Edwards, the Board voted unanimously to approve the minutes of the November 29, 2011 as amended.

ADOPT AGENDA

On motion by Board member Sue Stephens, seconded by Board member Charles Waddell, the Board voted unanimously to adopt the agenda as amended.

PLANNING BOARD CASES

Planning Consultant Vagn Hansen submitted the Danny Mizell Subdivision Plat as prepared by Brad Coe of Coe Forestry & Surveying for the Planning Board's review.

Mr. Hansen stated the proposed subdivision plat is in compliance with the Subdivision Regulations of the Town of Midway and the tract has been approved for a septic tank. He explained that the plat was necessary due to the sale of a one acre tract (Track B) being sold to a third party.

On motion by Board member Charles Waddell, seconded by Board member Jackie Edwards, the Board voted unanimously to recommend Town Council approves the Danny Mizell Subdivision Plat.

OTHER BUSINESS

TOWN COUNCIL PLANNING SESSION – FEBRUARY 11, 2012 – 9:00 A.M.

Town Manager Ryan Ross reminded the Board of the Town Council Planning Session to be held on Saturday, February 11, 2012, beginning at 9:00 a.m. in the Conference Room at Faith Alliance Missionary Church.

INTRODUCTION OF LAND USE AND DEVELOPMENT ORDINANCE – ARTICLES 6 AND 7 AND DRAFT BASE ZONING DISTRICT MAP

Planning Consultant Vagn Hansen presented the first draft of Articles 6 and 7 of the Land Use and Development Ordinance and a draft of the base zoning district map for review by the Planning Board as outlined below:

Article 6 – Zoning Districts

- 6.1 **General Provisions**
 - 6.1.1 Zoning Districts Established
- 6.2 **Base Zoning Districts**
 - 6.2.1 Agricultural District (AG)
 - 6.2.2 Countryside Residential District (CR)
 - 6.2.3 Town Residential District (TR)
 - 6.2.4 Urban Residential District (UR)
 - 6.2.5 Multifamily Residential District (MR)
 - 6.2.6 Office & Institutional District (OI)
 - 6.2.7 Neighborhood Business District (NB)
 - 6.2.8 General Business District (GB)
 - 6.2.9 Limited Industrial District (LI)
- 6.3 **Conditional Zoning Districts**
- 6.4 **Planned Unit Development District (PUD)**
- 6.5 **Overlay District**
 - 6.5.1 Core Commercial Overlay District
 - 6.5.2 Watershed Protection Overlay District
 - 6.5.3 Flood Damage Prevention Overlay District (FDPO)

Article 7 – Zoning District Standards

- 7.1 **Measurement and Computation**
 - 7.1.1 Lot Measurement
 - (A) Lot Area
 - (B) Lot Width
 - (C) Lot Depth
 - 7.1.2 Setbacks
 - (A) Street Setbacks
 - 7.1.3 Interior Setbacks
 - 7.1.4 Encroachments into Required Setbacks
 - 7.1.5 Structure Height
- 7.2 **Dimensional Standards**
 - Table 7-1 Minimum Lot Dimensions for Single Family Residential Development
 - Table 7-2 Minimum Dimensional Standards for Duplex Dwelling

Table 7-3 Minimum Dimensional Standards for Multifamily Residential Development

Table 7-4 Minimum Dimensional Standards for Nonresidential Development

Table 7-5 Setback, Height and Lot Coverage Standards

7-3 **Cluster Development**

7.3.1 Minimum Open Space Preservation

7.3.2 Permitted Density

Table 7-6 Permitted Density in Cluster Developments

7.3.3 Reductions in Dimensional Standards Permitted

(A) Lot Size

Table 7-7 Minimum Lot Sizes in Cluster Developments

(B) Lot Width

Table 7-8 Minimum Lot Widths in Cluster Developments

(C) Lot Depth

Table 7-9 Lot Depth Standards in Cluster Developments

(D) Setbacks, Height and Lot Coverage

Table 7-10 Setback, Height and Lot Coverage Standards in Cluster Developments

7.3.4 Public Utility Requirements

7-4 **Accessory Structure Regulations**

The following regulations shall apply to accessory structures, except accessory dwelling units.

7.4.1. Size

7.4.2 Number

7.4.3 Location

7.4.4 Setbacks

7.4.5 Height

7.4.6 Minimum Separation

7-5 **Accessory Dwelling Unit Regulations**

7.5.1 Size

7.5.2 Number

7.5.3 Location

7.5.4 Setbacks

7.5.5 Height

7.5.6 Minimum Separation

7-6 **Planned United Development District Standards**

7.6.1 Minimum Size

7.6.2 Permitted Uses

(A) Residential PUD

(B) Mixed Residential PUD

(C) Mixed Use PUD

(D) Commercial PU

7.6.3 Development Density

(A) Minimum Lot Dimensions

(1) Lot Size

(2) Lot Width and Depth

(B) Lot Setbacks

- (C) Maximum Lot Coverage
 - (D) Maximum Height
 - 7.6.4 Open Space
 - 7.6.5 Parking and Loading
 - 7.6.6 Street Design
 - 7.6.7 Signs
 - 7.6.8 Landscaping
 - 7.6.9 Buffering
 - 7.6.10 Residential Design Standards
 - (A) Variation in Design
 - (B) Garages
 - (C) Porches
 - (D) Exterior Building Materials
 - 7.6.11 Nonresidential Design Standards
 - 7.6.12 Other Standards Apply
- 7.7 **Core Commercial Overlay Standards**
 - 7.7.1 Site Layout
 - (A) Single Building Developments
 - (B) Multiple Building Developments
 - (C) Site Layout at Street Intersections
 - (D) Parking Area Location
 - 7.7.2 Site Amenities
 - (A) Applicability
 - (B) Minimum Area Required
 - (C) Separation Allowed
 - (D) Types of Amenities
 - (E) Location and Access
 - 7.7.3 Building Design Standards
 - (A) Minimum Wall Articulation Standards
 - (B) Building Walls Facing Public Areas
 - (C) Base and Top Treatments
 - (D) Exterior Building Materials and Colors
 - (E) Customer Entrances
 - (F) Roof Design
 - (G) Awnings
 - (H) Compatibility of Design
 - (I) Landmark Design Waiver
 - 7.7.4 Sign Regulations
 - (A) Limitation on Type
 - (B) Additional Standards for Permitted Signs
 - (1) Monument Signs
 - (2) Wall Signs
 - (3) Projecting Signs
 - (4) Awning Signs
 - (C) Mixture of Signage Types
 - (D) Common Signage Plan Required

- 7.7.5 Underground Utilities
- 7.7.6 Standards for Fences and Walls
- 7.7.7 Landscaping
- 7.7.8 Other Standards Apply
- 7.7.9 Use Restrictions

7-8 Watershed Protection Overlay District

7-9 Flood Damage Prevention Overlay District

This item was for preliminary review only.

REPORTS

ZONING ADMINISTRATOR'S REPORTS

There were none.

TOWN MANAGER'S REPORTS

There were none.

REPORTS FROM PLANNING BOARD MEMBERS

There were none.

ADJOURNMENT

On motion by Board member Charles Waddell, seconded by Board member LeeAnn Thomas, the Board voted unanimously to adjourn the meeting.

ATTEST

Lynn Griggs, Planning Board Chairman

Linda A. Hunt, Town Clerk