

**TOWN OF MIDWAY
PLANNING AND ZONING BOARD
MINUTES
OCTOBER 29, 2012**

CALL TO ORDER

Planning and Zoning Board Chairman Jackie Edwards called the meeting to order.

Planning and Zoning Board members present were: Jackie Edwards, Lynn Griggs, Tom Lyngge, LeeAnn Thomas, and Charles Waddell. Absent: None. Town Manager Ryan Ross, Planning Consultant Vagn Hansen and Town Clerk Linda A. Hunt were present.

WELCOME NEW PLANNING BOARD MEMBER

On October 1, 2012, Town Council appointed Mr. Tom Lyngge to fill the vacant seat on the Planning and Zoning Board/Board of Adjustment. Board members and staff welcomed Mr. Lyngge as a member of the Board.

PUBLIC COMMENT

There were none.

APPROVAL OF MINUTES

On motion by Board member LeeAnn Thomas, seconded by Board member Charles Waddell, the Board voted unanimously to approve the minutes of the September 25, 2012 meeting as presented.

ADOPT AGENDA

On motion by Board member LeeAnn Thomas, seconded by Board member Tom Lyngge, the Board voted unanimously to adopt the agenda as presented.

PLANNING BOARD CASES

There were none.

OTHER BUSINESS

PRESENTATION AND DISCUSSION OF DRAFT OF ARTICLE 13 – OFF STREET PARKING

After distributing copies of the first draft of proposed Article 13 – Off Street Parking to the Board, Planning Consultant Vagn Hansen gave a brief overview of the proposed article as follows:

Purpose

The purpose of these regulations is to provide for adequate off-street parking within the Town's jurisdiction.

Applicability

These regulations shall apply to all land development activities with the Town of Midway. This includes the expansion, enlargement, change of use or other action which alters the parking demand for a structure or use.

General Requirements for Off-Street Parking, Loading and Stacking Areas

1. Use of Parking, Loading and Stacking Areas
2. Delineation of Parking Areas
3. Standards for Parking Lot Surfaces
4. Access and Arrangement
5. Curbs and Vehicle Stops
6. Design Standards for Off-Street Parking
7. Drive Aisle Standards
8. Maintenance
9. Responsibility for Provision
10. Construction of Off-Street Parking and Loading Areas

Off-Street Parking Requirements

1. Minimum Number of Spaces Required
Table 13 -1 Minimum Off-Street Parking Requirements
 - Agricultural Use Group
 - Residential Use Group
 - Public and Civic Use Group
 - Recreational Use Group
 - Commercial Use Group
 - Industrial Use Group
 - Utility Use Group
2. Waiver of Minimum Parking Requirements

Pedestrian and Bicycle Accommodations

1. Pedestrian Circulation
2. Pedestrian Pathways Through Parking Lots
3. Bicycle Parking

Loading Area Standards

1. Minimum Number of Spaces Required
2. Table 13-22 Loading Area Standards
3. Design Standards
 - Minimum Dimensions
 - Location
 - Delineation of Loading Spaces
 - Access to a Street

Board member Tom Lynge raised questions regarding: 1) handicapped parking spaces and 2) gravel parking lots. Mr. Hansen responded that handicapped parking is controlled by the North Carolina Building Code and gravel lots, such as the used car lot on Old U.S. Highway, are permissible as set forth in Section 13.3.3 (A) of Article 13 – Off-Street Parking.

Board member Lynn Griggs brought up the issue of the service station on Old U.S. Highway 52 adjacent to Town Hall still having a portable sign outside the business which is in violation the Town’s Sign Ordinance and also covered in Article 5 of the Land Use Ordinance.

Mr. Hansen said he would e-mail copies of Article 5 and all the other articles that the Board has already reviewed to this point to Mr. Lynge for his review.

Mr. Lynge questioned Section (C) under 13.3.4 Access and Arrangement in Article 13 – Off Street Parking which reads: “All off-street parking and loading areas, except on lots used for detached residential uses and townhouses, shall be arranged so that no vehicle shall be required to back from such facilities directly onto a street”. Mr. Lynge said he did not understand why backing out onto a street is a problem because it is extremely unlikely it would result in an accident.

Mr. Hansen explained that all the streets in the Town of Midway are state-owned and the state does not allow backing out onto state roads.

Mr. Hansen asked the Board to take their copies of the proposed Article 13 home to review further and to contact him with any questions or concerns they may have.

DISCUSSION OF ACCESS MANAGEMENT PLAN MEETING RESULTS

Planning Consultant Vagn Hansen asked if any of the Board members have heard any comments from Midway residents since the last public input meeting on the Access Management Plan.

Board member Lynn Griggs said he had a problem with the proposed roundabout at the Old U. S. Highway 52/Gumtree Road intersection. Mr. Griggs said he felt the roundabout would just create more problems.

Mr. Hansen asked the Board’s opinion regarding the alternate option for that intersection which is to have traffic signals installed and to add a left turn lane on Gumtree Road. Board member Lynn Griggs said he was not in favor of that option either. Board member Charles Waddell said that in his opinion, more study is needed before the plan is finished. Board member Tom Lynge suggested just having a regular traffic signal put up.

The Board members then expressed their concerns about the roundabout on Midway School Road not being large enough to handle the volume of traffic on the road and not large enough to accommodate the turning of the school buses.

On motion by Board member Lynn Griggs, seconded by Board member Charles Waddell, the Board voted unanimously to recommend to Council to have an engineering study done concerning the traffic problems on Midway School Road.

Mr. Hansen told the Board that Jonathan Guy of Kimley-Horn and Association had designed the roundabout at Davidson County Community College if any of the Board members would like to check that one out.

Board member Lynn Griggs reported a deep culvert on Old U. S. Highway 52 near the used car lot. Chairman Jackie Edwards encouraged the Board to send any suggestions they may have on the Access Management Plan to Mr. Hansen.

REPORTS

ZONING ADMINISTRATOR'S REPORT

Planning Consultant Vagn Hansen made the following report:

- The used book store in the shopping center has not yet opened.
- Working on sign for the nail salon.

TOWN MANAGER'S REPORT

Town Manager Ryan Ross reported that the house on Dogwood Drive has been cleaned up.

REPORTS FROM PLANNING BOARD MEMBERS

There were none.

NEXT PLANNING BOARD MEETING

Vagn Hansen told the Board that Engineer Jonathan Guy of Kimley-Horn has scheduled a third public input meeting on the proposed Access Management Plan for Thursday, November 29, 2012 at 7:00 p.m. at the Midway Fire and Rescue Department. Mr. Hansen explained that Mr. Guy had a scheduling conflict and was unable to coordinate the public input meeting with the regular Planning Board meeting set for Tuesday, November 27th. Mr. Hansen asked the Board if they wanted to change the November 27th Planning Board meeting to November 29th or if they preferred to have two meetings.

It was the consensus of the Board to change the next regular Planning Board meeting to Thursday, November 29th, 2012 at 5:00 p.m. at the Midway Fire and Rescue Building, 228 Midway School Road in Midway.

ADJOURNMENT

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

Linda A. Hunt, Town Clerk

Jackie Edwards, Chairman