



MINUTES OF
CITY OF CREEDMOOR
PLANNING BOARD MEETING
SEPTEMBER 10, 2020
7 P.M.

Present in Person at City Hall Boardroom

Chair Mildred Goss, Vice-Chair Ed Gleason, Mike Allen, Steve Faucette, Dennis Lester, Debbie Rogers, and Robert Gorham. Also present were Community Development Director Michael Frangos and City Clerk Terry Hobgood.

Present via Zoom Video Conference

Heather Turner and City Attorney Kevin Hornik.

Absent

None

Call to Order

Mildred Goss called the meeting to order at 7:00 p.m.

Approval of Agenda

Vice-Chair Ed Gleason moved to approve the agenda as presented; seconded by Steve Faucette. Motion was approved by roll call vote 8-0.

Chair Mildred Goss: Yes
Vice-Chair Ed Gleason: Yes
Mike Allen: Yes
Steve Faucette: Yes
Robert Gorham: Yes
Dennis Lester: Yes
Debbie Rogers: Yes
Heather Turner: Yes

Approval of Minutes

Dennis Lester moved to approve the August 13, 2020 meeting minutes as presented; seconded by Robert Gorham. Motion was approved by roll call vote 8-0.

Chair Mildred Goss: Yes
Vice-Chair Ed Gleason: Yes
Mike Allen: Yes
Steve Faucette: Yes
Robert Gorham: Yes
Dennis Lester: Yes
Debbie Rogers: Yes
Heather Turner: Yes

Comments from the Public

Mayor Bobby Wheeler

Mayor Wheeler presented a Mayoral Proclamation to former Planning Board Chair, David Forsythe, for his years of service to the Planning Board and the City of Creedmoor.

Facade Improvement Program

Community Development Director Michael Frangos presented updated draft guidelines for the City of Creedmoor Facade Improvement Program. Mr. Frangos gave a history of the program, discussed the previous recipients and modifications that have been made to the program over the years. At the June 11 Planning Board meeting, the program was suspended so that the guidelines could be improved to better protect the City of Creedmoor's interests. Community Development staff is tentatively recommending that the new guidelines be incorporated into the Creedmoor Development Ordinance.

The Planning Board discussed the purpose of the Facade Improvement Program, and what role the Planning Board and Board of Commissioners should take in determining the final grant award. City Attorney Kevin Hornik explained that the Facade Improvement Program doesn't fall neatly into the three types of decisions that the Planning Board is tasked with by the General Assembly and the City Code of Ordinances. Mr. Hornik recommended leaving the Facade Improvement Program as its own standalone policy, and not codified into a City Ordinance to prevent the complicated text amendment changes each time the policy needs to be updated. The Planning Board discussed and reached consensus that the Facade Improvement Program fit better as a city policy as opposed to a regulation or ordinance.

Vice-Chair Ed Gleason moved to keep the Facade Improvement Program guidelines as a standalone policy, and not to include in the Code of Ordinances; seconded by Mike Allen. Motion was approved by roll call vote 8-0.

Chair Mildred Goss: Yes

Vice-Chair Ed Gleason: Yes

Mike Allen: Yes

Steve Faucette: Yes

Robert Gorham: Yes

Dennis Lester: Yes

Debbie Rogers: Yes

Heather Turner: Yes

Mr. Frangos stated that the guidelines would be updated, and presented to the Planning Board again before a final draft is recommended to the Board of Commissioners.

ZTA-2020-01 // Home Childcare Facilities

Community Development Director Michael Frangos presented a Board of Commissioners initiated Zoning Text Amendment to increase the maximum allowed children enrolled at a home child care facility from six to eight to align the City of Creedmoor with the regulations imposed by the State of North Carolina. Mr. Frangos explained that inspections of these facilities are conducted by Granville County and not the City of Creedmoor, but the Creedmoor Ordinance would need to be relaxed to allow a home childcare to enroll more than six children. Mr. Frangos is recommending that this change not be permanent, but any future changes would require amendments to the Ordinance following this same process.

Debbie Rogers moved to adopt the plan consistency statement for ZTA-2020-01 and recommend approval, as proposed by staff; seconded by Steve Faucette. Motion was approved by roll call vote 8-0.

Chair Mildred Goss: Yes

Vice-Chair Ed Gleason: Yes

Mike Allen: Yes

Steve Faucette: Yes

Robert Gorham: Yes

Dennis Lester: Yes

Debbie Rogers: Yes

Heather Turner: Yes

ZTA-2020-02 // NC GS 160D Text Amendment #1

Community Development Director Michael Frangos presented the first set of text amendments to the Creedmoor Development Ordinance as required by NC GS Chapter 160D. ZTA-2020-02 amends Article 1 (Purpose and Authority) and Article 4 (Boards and Commissions) of the Development Ordinance to update legal references, and reorganize some sections for clarity. Mr. Frangos explained that Creedmoor was already instituting many of these changes as a matter of internal policy, but now these practices would be codified in the Creedmoor Development Ordinance.

Vice-Chair Ed Gleason moved to recommend adoption of ZTA-2020-02, amending Creedmoor Development Ordinance Article 1 and Article 4, to the Board of Commissioners; seconded by Mike Allen. Motion was approved by roll call vote 8-0.

Chair Mildred Goss: Yes
Vice-Chair Ed Gleason: Yes
Mike Allen: Yes
Steve Faucette: Yes
Robert Gorham: Yes
Dennis Lester: Yes
Debbie Rogers: Yes
Heather Turner: Yes

Report on Recent Departmental Activity

Community Development Director Michael Frangos reported that the Brames Crossing development is seeing some progress as the developer has informed the Community Development Department they want to reduce the number of lots and make some associated changes with their roadway and stormwater infrastructure. If these changes are submitted, it would need to be presented for approval again by the Planning Board and Board of Commissioners. Mr. Frangos also reported that the Board of Commissioners has not taken action on the South Granville High School Master Sign Permit approved by the Planning Board in March, but instead requested a new location and design. Finally, Mr. Frangos gave an update on the status of the Cross City Trail and NC DOT Project R-5707 as well as a reminder on Creedmoor Development Code regulations on political signs.

Report from the Chairperson and Members

None

Adjourn

Vice-Chair Ed Gleason moved to adjourn the meeting at 8:19 p.m.; seconded by Steve Faucette. Motion was approved by roll call vote 8-0.

Chair Mildred Goss: Yes
Vice-Chair Ed Gleason: Yes
Mike Allen: Yes
Steve Faucette: Yes
Robert Gorham: Yes
Dennis Lester: Yes
Debbie Rogers: Yes
Heather Turner: Yes



Terry A. Hobgood, Jr., City Clerk