

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

**Present in Person at City Hall Boardroom**

Chair Mildred Goss, Mike Allen, Steve Faucette, and Robert Gorham. Also present were Community Development Director Michael Frangos, City Planner Michael Malecek, and City Clerk/PIO Terry Hobgood.

**Present via Zoom Video Conference**

Vice-Chair Ed Gleason, Debbie Rogers, Heather Turner, and City Attorney Brady Herman.

**Absent**

Dennis Lester

**Call to Order**

Chair Mildred Goss called the meeting to order at 7:00 p.m. with Vice-Chair Ed Gleason absent.

**Approval of Agenda**

Mike Allen moved to approve the agenda as presented; seconded by Steve Faucette. The motion was approved by roll call vote 6-0.

Chair Mildred Goss: Yes

Mike Allen: Yes

Steve Faucette: Yes

Robert Gorham: Yes

Debbie Rogers: Yes

Heather Turner: Yes

**Approval of Minutes**

Mike Allen moved to approve the November 12, 2020 meeting minutes as presented; seconded by Robert Gorham. The motion was approved by roll call vote 6-0.

Chair Mildred Goss: Yes

Mike Allen: Yes

Steve Faucette: Yes

Robert Gorham: Yes

Debbie Rogers: Yes

Heather Turner: Yes

**Comments from the Public**

With no one coming forward to speak, Chair Mildred Goss closed the Public Comment period.

Vice-Chair Ed Gleason entered the meeting via Zoom at 7:03 p.m.

### **Adopt 2021 Meeting Schedule**

Bob Gorham moved to approve the 2021 meeting schedule as presented; seconded by Heather Turner. The motion was approved by roll call vote 7-0.

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

### **ZTA-2020-04 // NCGS 160D Updates to CDO Article 6**

City Planner Michael Malecek presented Zoning Text Amendment (ZTA) 2020-04, which will amend the Creedmoor Development Ordinance (CDO) Article 6: Variances and Administrative Appeals in accordance with the requirements of NCGS Chapter 160D. Mr. Malecek highlighted the major changes to Article 6 of the CDO including: extending the time between a variance application and the required hearing from thirty days to forty-five days, changing the requirements for mailed notices for variance hearings from 500 feet of the property to just abutting properties, codifying quasi-judicial rules of procedure for Board of Adjustment hearings, and deletion of a section stating that staff would make recommendations at Board of Adjustment hearings.

Heather Turner moved to approve the statement of consistency for ZTA-2020-04; seconded by Mike Allen. The motion was approved by roll call vote 7-0.

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

Heather Turner moved to recommend adoption of ZTA-2020-04: Amending Article 6 to the Board of Commissioners; seconded by Vice-Chair Ed Gleason. The motion was approved by roll call vote 7-0.

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

### **Report on Recent Departmental Activity**

Community Development Director Michael Frangos reported that the Planning Board will consider additional text amendments in the first half of 2021 to comply the Creedmoor CDO with the requirements of NCGS Chapter 160D. Mr. Frangos also reported on recent personnel changes stating that Gerard Seibert had started as part-time Code Enforcement officer, the new part-time Community Development Assistant will start on December 15, 2020, and the new Recreation Director Christopher Horrigan had started on November 30, 2020. Mr. Frangos also reported that the Board of Commissioners had approved ZTA-2020-03 at their December 1, 2020 meeting, but had tabled approval of the Brames Crossing revised preliminary plat due to concerns about additional cul-de-sacs and dead-end water lines. The lighting improvements for Cross City Trail Phase II are still in process, and staff is waiting for an update from Duke Energy about scheduling and installation. Mr. Frangos also reported that the Community

Development Department is the primary point of contact for the City's ADA Transition Plan as well as the Tar River Hazard Mitigation planning effort being conducted by AECOM in conjunction with NC Emergency Management. Code Enforcement actions have been underway at June Auto on S. Durham Ave., which has cleared thirty vehicles and mitigated other nuisance issues. The property owner still owes a fine to the City, and the Zoning Compliance Permit has been revoked.

### Reports from the Chairperson and Members

Chair Mildred Goss requested that the City make a formal request to the NC Department of Transportation (DOT) to study the intersection of US HWY 15 and Sam Moss Hayes Rd. for a possible caution light. Chair Goss requested that the Board of Commissioners consider a resolution to formalize this request. Chair Goss also reported that she has seen work on the Yakamoz Steakhouse building and the old Stanfield's Store sites on N. Durham Ave.

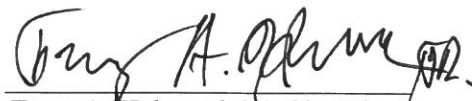
Heather Turner asked for additional information regarding why the Cross City Trail ends at the intersection of E. Wilton Ave. and Amberleaf Dr. instead of connecting to Mount Energy Elementary School further east. Mr. Frangos reported that the project scope did not include the area between Amberleaf Dr. and Mount Energy due to funding limitations, and the need for Granville County to partner and contribute financially for the portion of the sidewalk outside of the Creedmoor city limits. Mr. Frangos also reported that there were evident issues with utility relocations on this span, which would exponentially increase the cost of sidewalk construction.

### Adjourn

Steve Faucette moved to adjourn the meeting at 7:33 p.m.; seconded by Mike Allen. The motion was approved by roll call vote 7-0.

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



  
Terry A. Hobgood, Jr., City Clerk