



MINUTES OF
CITY OF CREEDMOOR
PLANNING BOARD MEETING
JANUARY 14, 2021
7 P.M.

Present in Person at City Hall Boardroom

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 Kevin Hornik.

Absent

Chair Mildred Goss and Dennis Lester

Call to Order

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

Approval of Agenda

The agenda was approved by unanimous consent.

Approval of Minutes

Mike Allen moved to approve the December 10, 2020 meeting minutes as presented; seconded by Steve Faucette. The motion was approved by roll call vote 6-0.

Vice-Chair Ed Gleason: 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, Vice-Chair Ed Gleason closed the Public Comment period.

LSP-2020-03 // Creedmoor Office Park

City Planner Michael Malecek presented a commercial site plan application for Creedmoor Office Park located at 104 Douglas Dr. The proposed office park consists of two office buildings and a new paved parking lot with fourteen parking spaces. The developer is proposing a two-story building facing Douglas Dr. and a one-story building on the rear of the property. The two proposed buildings will contain 3,648 square-feet of commercial space. The property had received site plan approval in 2018 for Ophelia's Restaurant. The same owner that abandoned the Ophelia's restaurant plan submitted the Creedmoor Office Park proposal on July 30, 2020. Community Development staff has reviewed the proposal and is recommending approval. SGWASA has also reviewed the proposed plan, and reported that the site plan drawings meet SGWASA specifications. The SGWASA Board of Directors will consider the developer's utility allocation request at an upcoming meeting. Mr. Malecek also reported that this was a properly noticed Public Meeting, and all neighboring parcels had received a mailed notice that they would have the opportunity to speak and ask questions at the January 14 Planning Board meeting.

Diana Dudley, owner of the South Granville Animal Hospital, addressed the Planning Board and asked staff to provide additional information about the property boundaries for the planned Creedmoor Office Park.

Penny Sekadlo, Principal Engineer (PE) for Creedmoor Office Park, also addressed the Planning Board and thanked them and City staff for their consideration of this project.

Heather Turner moved to recommend approval of LSP-2020-03 to the Board of Commissioners; seconded by Debbie Rogers. The motion was approved by roll call vote 6-0.

Vice-Chair Ed Gleason: Yes

Mike Allen: Yes

Steve Faucette: Yes

Robert 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 another Zoning Text Amendment at the February 11 meeting. Mr. Frangos also reported that the new part-time Community Development Assistant Heidi Salminen started work in December 2020. Mr. Frangos then provided an update on the Community Development Department's work on City of Creedmoor ADA Transition Plan and the Tar River Hazard Mitigation Plan survey. Finally, Mr. Frangos reported that June Auto on S. Durham Ave. has completed their cleanup and that the house at 122 Pecan St. jointly owned by the City and Granville County has been demolished and removed.

Reports from the Chairperson and Members

Vice-Chair Ed Gleason asked staff for additional information on SGWASA comments related to dead-end water lines in the Brames Crossing subdivision site plan. Mr. Frangos reported that SGWASA is recommending that the developer install automatic flushers to reduce the amount of time that stagnant water stays in the lines.

Debbie Rogers asked staff for additional information on Code Enforcement priorities for the Community Development Department. Ms. Rogers stated that she has noted issues with the landscaping at commercial properties throughout Creedmoor. Ms. Rogers also inquired about the possibility of requiring the conversion of the June Auto parking lot from gravel to pavement. Mr. Frangos reported that Community Development staff is evaluating how the state of certain commercial properties matches their site plans. If the maintenance requirement has ended, the City can still require clean up but not new plantings to match the original landscape plan. Mr. Frangos also reported that a new use of the June Auto property would require a full site plan approval, and at that point the City could require the parking lot be paved. If another tenant uses the property for the same purpose as June Auto, then the existing non-conformity would be allowed, and the gravel parking lot would continue to exist as-is.

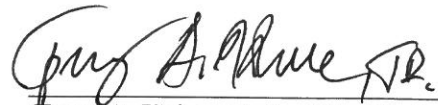
Heather Turner asked staff if anything could be done about the foul smell coming from the home at the corner of Main St. and Fleming St. Ms. Turner also inquired about what occurred at the house that once stood at the corner of Sanderford St. and Elm St. Mr. Frangos reported that the City would have to evaluate if the house on the corner of Main and Fleming is in violation of minimum housing requirements or public nuisance codes, but he would ask Code Enforcement Officer Gerard Seibert to evaluate the situation. City Attorney Kevin Hornik reported that the City could also potentially declare that the smell was a public health nuisance and pursue remediation by that route, but it would be best to see if the owner was willing to cooperate first. Mr. Frangos also reported that the home on the corner of Sanderford St. and Elm St. is owned by the City and had been part of a controlled burn exercise with the Creedmoor Volunteer Fire Department (CVFD).

Adjourn

Debbie Rogers moved to adjourn the meeting at 7:44 p.m.; seconded by Heather Turner. The motion was approved by roll call vote 6-0.

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