



**TOWN OF YADKINVILLE
LONG-RANGE PLANNING COMMITTEE
MEETING MINUTES
FEBRUARY 20, 2018
12:00 P.M.
TOWN HALL – COMMISSIONERS CHAMBERS
213 VAN BUREN STREET, YADKINVILLE NC 27055**

**COMMITTEE MEMBERS
(PRESENT/ABSENT):**

Monta Davis-Oliver – Chair
Virgil Dodson
R.J. Speaks- ABSENT
Chip Thomas
Scott Winebarger

TOWN OFFICIALS

PRESENT:

Perry Williams – Town Manager- ABSENT
Shelia Weathers – Town Clerk
Richard Smith- Town Planning Advisor
Erin Burris – Benchmark Planning

A quorum was declared to conduct Long-Range Planning business.

1. MEETING CALLED TO ORDER

Chair Monta Davis-Oliver called the meeting to order at 12:15 p.m.

2. APPROVAL OF MINUTES

Mr. Virgil Dodson made a motion to approve the March 21, 2017 minutes. Mr. Scott Winebarger seconded the motion, and the motion passed unanimously.
Vote: 4/0 (Mr. Speaks was not present to vote)

3. PUBLIC COMMENTS

No one signed up for public comments.

4. NEW BUSINESS

Chair Monta Davis-Oliver asked Mr. Smith and Ms. Burris to continue this portion of the meeting.

- **Development Ordinance Assessment and Outline: (Discussion)**

Ms. Burris provided the Long-Range Planning Committee with an outline of the potential updated ordinance. Ms. Burris stated that the new ordinance would be unified containing all land development-related standards as proposed for ease of use and regulatory cohesiveness. It was noted that this ordinance would be a stand-alone document adopted by reference in the Town's Code of Ordinances, rather than being fully integrated in the

Title Nine Codes. She stated that updating the format of the ordinance will make it easier to understand, and alter in the future. Ms. Burris noted the formatting provisions, including organized articles, flow charts, and diagrams, including:

- Article 1: Purpose and Authority- Provides information on statutory authority, legal provisions, and ordinance applicability.
- Article 2: Administration, Procedures and Enforcement- Establishes roles of elected, appointed and administrative bodies as they relate to the ordinance. Also, procedures for development.
- Article 3: Zoning Districts & Uses- Establishes all base zoning districts, overlay zoning districts, permitted uses, and additional requirements for certain uses.
- Article 4: Development Standards- Buffering, landscaping, parking, open spaces, and building design standards.
- Article 5: Sign Standards- Type of signage for areas within the Town's jurisdiction.
- Article 6: Non-Conformities Policies and procedures for dealing with nonconforming situations.
- Appendix A: Definitions
- Appendix B: Resources

She then explained the procedural provisions, such as the approval process for each type of development. Each development will be classified as an item approved by the Administrator, Planning Board, the Board of Adjustment or the Town Board of Commissioners. Ms. Burris noted that a technical review board needs to be established to help the Administrator guarantee all requirements of the ordinance are met. Furthermore, the development plans for each type of development will be clarified. Ms. Burris described the regulatory provisions for the new ordinance, including recreating abbreviations for zoning districts, additional requirements for certain uses, development and performance standards, and the Comprehensive Plan's recommendations. She stated that the zoning abbreviations would change to match the district name. For example, Rural Residential will be RR instead of R-20. All standards, including density, dimensions, landscaping, parking, etc. will be clearly articulated. The Town's Comprehensive Plan will be implemented to assist Yadkinville's development. Ms. Burris concluded the presentation and asked for any comments or questions from the Committee.

- **Development Ordinance Schedule:**

The Committee discussed the timeline of constructing a new ordinance. Ms. Burris explained the update could take four to five months, and presented the committee with a meeting schedule. The next meeting will be Tuesday, March 20, 2018 at 12:00 p.m.

- **Downtown Façade Improvement Grant:**

Planning Advisor Richard Smith presented an overview of the Downtown Façade Improvement Program. He presented the committee with a copy of the Town's Comprehensive Plan. Mr. Smith explained that the grant program was a way to implement the Plan's vision for Downtown Yadkinville. According to the Plan, "Downtown is to serve as the central hub of activity." He noted the eight strategies including DT3 implementing a Façade improvement program, DT2 "adopt infill building design standards for new or expanding buildings to compliment the scale, rhythm, and materials of exemplary existing buildings," and LU5 "encourage the revitalization and reuse of currently unused or

underutilized sites.” Mr. Smith noted that the Long-Range Planning Committee would serve as the review committee for applications. He stated the general guidelines for the committee review process, and noted that there is currently \$20,000 in the Fiscal Year 2017-18 budget for the program. Mr. Smith discussed the three tiers of funding:

- Tier One is for major façade improvements and matches fifty percent up to \$10,000.
- Tier Two matches fifty percent of up to \$5,000, and
- Tier Three matches fifty percent of \$2,500.

Mr. Smith described the approval process with the Long-Range Planning Committee reviewing the application(s) and the Town Manager making the final decision as to who receives the grant(s). After approval, the owner has four (4) months to start construction. The committee agreed to meet as applications were received.

5. OTHER BUSINESS

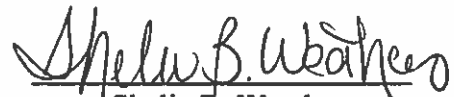
The Committee did not have any other business to discuss.

6. ADJOURNMENT

With no further business to discuss, Mr. Chip Thomas made a motion to adjourn at 1:19 p.m. Mr. Virgil Dodson seconded the motion and the motion passed unanimously.

Vote: 4/0


Monta Davis-Oliver
Chair


Shelia B. Weathers
Town Clerk