



LAND USE REVIEW BOARD MEETING AGENDA

950 Steeple Square Court, Knightdale, North Carolina 27545

**October 12, 2020
7:00 p.m.**

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| ITEM I. | ADOPTION OF AGENDA | |
| ITEM II. | APPROVAL OF MINUTES
September 14, 2020 Minutes | |
| ITEM III. | BOARD OF ADJUSTMENT | |
| ITEM IV. | PLANNING BOARD | |
| ITEM V. | NEW BUSINESS
Training Session* | DS Director |
| ITEM VI. | COMMUNITY APPEARANCE COMMISSION
Appearance Award Update | Planning Technician |
| ITEM VII. | TREE BOARD
Street Tree Update | Planner |
| ITEM VIII. | OTHER BUSINESS
A. UDO Update
B. Past Council Actions | Assistant DS Director |
| ITEM IX. | ADJOURNMENT | |

*Staff will provide update during meeting



KNIGHTDALE LAND USE REVIEW BOARD MINUTES

950 Steeple Square Court, Knightdale, North Carolina 27545

September 14, 2020

Due to the State of Emergency issued in response to the COVID-19 pandemic, the Knightdale Land Use Review Board met electronically at 7:00 p.m. via Zoom.

LURB MEMBERS PRESENT (*remotely*): Rita Blackmon, Darryl Blevins, Steve Evans, Gentry Lassiter, Tiffanie Meyers, Latatious Morris, Chris Parker (departed from the virtual meeting at 7:10 and rejoined at 7:19), and Bradley Pope.

ABSENT: None.

STAFF MEMBERS PRESENT (*remotely*): Chris Hills, Development Services Director; Jason Brown, Assistant Development Services Director; Kevin Lewis, Senior Planner; Aquila Blackwell, Planning Technician; Donna Tierney, Planner; and Dustin Tripp, Assistant Town Manager.

TOWN COUNCIL MEMBERS PRESENT (*remotely*): Councilor Mark Swan and Councilor Stephen Morgan.

Meeting called to order by Chair Morris at 7:01 p.m.

ITEM I. ADOPTION OF AGENDA
Chair Morris introduced the agenda.

...Motion by Mr. Evans to adopt the agenda. Motion seconded by Mr. Pope and carried unanimously.

ITEM II. APPROVAL OF MINUTES
August 10, 2020 Minutes
Chair Morris introduced the minutes of August 10, 2020.

...Motion by Ms. Blackmon to approve the minutes of August 10, 2020. Motion seconded by Mr. Evans and carried unanimously.

ITEM III. BOARD OF ADJUSTMENT
None at this time.

ITEM IV. PLANNING BOARD
ZMA-1-20 7630 Knightdale Blvd

Development Services Direct Chris Hills presented ZMA-1-20, a request to rezone property located at 7630 Knightdale Blvd from Highway Business (HB) to Neighborhood Mixed Use Planned Unit Development (NMU-PUD) to allow for the development of two four-story multi-family apartment buildings with 195 total units and a two-story 12,000 square foot office/retail building. The Board heard the original request at the August 19, 2020 Joint Public Hearing.

Mr. Hills reviewed the project timeline, vicinity map, surrounding area land uses, transportation analysis, proposed elevations, and a proposed site plan. He also recapped the public hearing findings and the joint public hearing comments.

Mr. Hills also presented the applicant's proposed transportation improvements and traffic impact analysis, indicating that all Unified Development Ordinance standards for level of service are being met and that NCDOT will continue to monitor the need for signalization improvements.

Mr. Hills explained that by law, the Board must adopt a statement of plan consistency and reasonableness of action. The Development Services Department recommended that the Land Use Review Board recommend approval of ZMA-1-20 and forward the following advisory statement and to the Town Council: "The proposed Zoning Map Amendment is consistent with the KnightdaleNext 2035 Comprehensive Plan as it addresses several of the guiding principles such as providing unique mixed-use activity centers; offering new residents nearby recreational activities; achieving compact, infill development of under-utilized land; celebrating community design through the enhanced public investiture being built; promoting economic vitality by adding new and unique non-residential development for small and locally owned businesses; and expanding housing choices to serve more families. Further, it is consistent with the General Growth Framework and Growth & Conservation Map's designation as a "Old Town" place type. The request is reasonable and in the public interest as it aids in developing a vibrant, sustainable, and safe community design in which people not only desire to visit, but to also live, work, and play."

LURB members asked questions on the variety of citizen responses (included support) and additional details on the proposed retail uses. Staff members and Councilor Swan noted that there have been several supportive responses for the project, as well as several non-supportive responses. Mr. Hills explained that the current zoning would allow any number of retail or commercial uses and light manufactured type uses that are permitted by right that may not require a public hearing. Mr. Hills explained that the proposed zoning is a less intensive district.

Chair Morris asked for additional clarification on the buffer, and Mr. Hills explained the current 20' buffer located on the Knightdale Station subdivision, as well as described the additional buffers proposed by the applicant.

Vice-Chair Lassiter asked when the data was collected for the timeline on the clarification data. Mr. Hills explained that they work with NCDOT, the Town engineer, and the applicant to establish the data and explained the modifications made due to the pandemic.

Mr. Parker noted, and Chris confirmed, that the neighborhood currently has two additional controlled intersections.

Vice Chair Lassiter asked for more clarification on the buffer. Mr. Hills explained the purpose of the buffers and explained that a masonry wall is a more substantial buffer and screen.

Members asked for clarification on uses allowed in the area, and Mr. Hills noted that this project implements many components of the Comprehensive Plan for this location.

Chair Morris asked about the traffic data analysis, and Mr. Hills clarified how the data was created for the TIA, and he noted that the additional phases of Knightdale Station were considered for the TIA.

...Motion by Mr. Lassiter to recommend against ZMA-1-20 and to forward the LURB's written advisory statement to the Town Council: the proposed map amendment is not consistent with the KnightdaleNext2035 Comprehensive plan as it is not compatible with the surrounding neighborhood character and the scale is not aligned with the Old Town Center place type. Further, this development does not maintain the character of this place type as it does not sensitively integrate comparatively scaled buildings or support architectural continuity of the surrounding neighborhoods.

The motion failed to receive a second.

Mr. Parker noted that the parcel is already zoned HB and explained that this parcel could have different commercial businesses built on the location. He further discussed the positive implements of the plan.

...Motion by Mr. Parker to recommend approval ZMA-1-20 and to forward staff's written advisory statement. Motion seconded by Mr. Evans and carried by a 4:3 vote. Vice Chair Lassiter, Ms. Blackmon, and Mr. Pope voted in opposition.

Mr. Blevins noted that he would approve this development, but he understands the community's concerns, but he noted that a lot of work and effort has been completed for this project.

ITEM V. COMMUNITY APPEARANCE COMMISSION

Planning Technician Aquila Blackwell announced the opening of the nomination period for the annual Appearance Awards and encouraged members to submit nominations.

ITEM VI. TREE BOARD

Planner Donna Tierney provided an update on the Street Tree program and noted that Public Works identified a new option for this year's street tree project replacing the Bradford Pear trees located on Maplewood Drive in the Maplewood Subdivision.

...Motion by Vice Chair Lassiter to support changing this fiscal year's Street Tree project to replacing the Bradford Pear trees located on Maplewood Drive. Motion seconded by Mr. Parker and carried unanimously.

Ms. Tierney also introduced the upcoming street tree project and asked members to start thinking of new projects. Ms. Tierney also informed members that the Tree City USA recertification has recently opened.

ITEM VII. OTHER BUSINESS

UDO Update

Mr. Brown announced we received the first four chapters of the UDO update.

ITEM VIII. NEW BUSINESS

None at this time.

ITEM IX. PAST COUNCIL ACTIONS

None at this time.

ITEM X. ADJOURNMENT

...Motion by Vice Chair Lassiter to adjourn at 8:26 p.m. Motion seconded by Ms. Meyers and carried unanimously.

Latatious Morris, Land Use Review Board Chairperson

Aquila Blackwell, Planning Technician



Town of Knightdale

Staff Report

Title: Appearance Awards Update

Staff: Aquila Blackwell, Planning Technician

Date: October 12, 2020

Director Signature: CH

Asst. Town Manger Signature:

Town Manager Signature:

PURPOSE

- To provide an update on process of the Appearance Awards.

STRATEGIC PLAN PRIORITY AREA(S)

- Connective and Inclusive

GENERAL STATUTE REFERENCE(S), if applicable

- N/A

TYPE OF PUBLIC HEARING, if applicable

- N/A

FUNDING SOURCE(S), if applicable

- FY21 Budget

ATTACHMENT(S)

- NO

STAFF RECOMMENDATION

- Receive as information.

I. BACKGROUND INFORMATION:

One of the legislative duties delegated to the Land Use Review Board (LURB) by Town Council is to serve as the Community Appearance Board. While the LURB considers community appearance issues in their review of applications requiring their recommendation to Council, the LURB further serves as the Community Appearance Board through the nomination of an annual community Appearance Award winner(s). The appearance award program is intended to recognize the efforts of individuals, organizations or businesses that strive to enhance the appearance of Knightdale.

II. SUMMARY:

The purpose of this agenda item is to provide an update for the 2020 Appearance Awards. Staff will ask LURB members to submit nominations by October 30th. LURB will vote on the nominations at the November LURB meeting.

III. RECOMMENDATION:

Receive as information.



Town of Knightdale

Staff Report Cover Sheet

Title: Unified Development Ordinance (UDO) Update

Staff: Jason S. Brown, AICP, CZO

Date: October 12, 2020

PURPOSE

- To provide an update on the status of the Unified Development Ordinance Update process.

STRATEGIC PLAN PRIORITY AREA(S)

- Connected & Inclusive
- Sustainable

GENERAL STATUTE REFERENCE(S), if applicable

- N/A

TYPE OF PUBLIC HEARING, if applicable

- N/A

FUNDING SOURCE(S), if applicable

- FY '20-'21 Adopted Budget

ATTACHMENT(S)

- Staff Report
- Project Scope and Approach

STAFF RECOMMENDATION

- Receive as information

Knightsdale Strategic Priorities



Safe



Connected & Inclusive



Sustainable



Active & Healthy



Organizational Excellence



Town of Knightdale

Staff Report

Title: UDO Update

Staff: Jason S. Brown, Assistant
Development Services Director

Date: October 12, 2020

Director Signature:

Asst. Town Manger Signature:

Town Manager Signature:

BACKGROUND INFORMATION

- The next phase of implementing the KnightdaleNext 2035 Comprehensive Plan is to update the UDO to ensure it is consistent and has the capabilities to deliver the community vision. The Town has retained the consulting services of Houseal Lavigne & Associates (HLA) and currently is in the third phase of the process. The UDO Update is a seven-step process. The project approach and process are outlined as an attachment to this staff report.

SUMMARY

- Phases 1 – 3 of the UDO Update are now complete with the delivery of the final draft of Chapters 2, 3, 4, & 5. The next phase will include evaluating the general design guidelines and subdivision design standards. Specifically focusing on building types and signs before moving into the interdisciplinary development chapters.

RECOMMENDED ACTION

- Receive as information



Town of Knightdale

Staff Report





Town of Knightdale

Staff Report Cover Sheet

Title: Street Tree Project Update

Staff: Donna Tierney, Planner

Date: October 12, 2020

PURPOSE

- To provide an update on the Fiscal Year 2022 street tree project.

STRATEGIC PLAN PRIORITY AREA(S)

- Sustainable

GENERAL STATUTE REFERENCE(S), if applicable

- N/A

TYPE OF PUBLIC HEARING, if applicable

- N/A

FUNDING SOURCE(S), if applicable

- FY22 Budget

ATTACHMENT(S)

- N/A

STAFF RECOMMENDATION

- Staff will share ideas on potential projects and corridors for next year's street tree project. The board can also share their ideas and should be prepared to rank or vote on a project at the November LURB meeting.

Knightsdale Strategic Priorities



Safe



Connected & Inclusive



Sustainable



Active & Healthy



Organizational Excellence



Town of Knightdale

Staff Report

Title: Past Council Actions

Staff: Kevin Lewis, Senior Planner

Date: October 12, 2020

Director Signature: CH

Asst. Town Manger Signature:

Town Manager Signature:

BACKGROUND INFORMATION

This report serves as an update to past Council actions.

At the September 16, 2020 Town Council meeting, the Council took the following actions on cases previously referred to the LURB.

- **ZMA-1-20 – 7630 Knightdale Blvd Mixed Use PUD** – The Town Council **APPROVED** a rezoning between Knightdale Blvd and Knightdale Station Run from Highway Business (HB) to Neighborhood Mixed Use with a Planned Unit Development (NMX-PUD). The approved PUD and Master Plan consists of 195 multi-family units in two four-story buildings and a two-story, 12,000 square foot retail/office building. On September 14, 202, the LURB recommended approval of this case with a vote of 4-3.