

### Town of Jamestown Planning Board

Welcome to the Town of Jamestown Planning Board meeting. We appreciate your interest and we encourage public participation in our meeting. Your comments are important to our decision making process. Please note that there will be opportunities during the meeting for you to address the Board members. The first opportunity will come if there is a public hearing on the agenda, when the Chair declares the hearing open for comment. The second opportunity to address the Board will come near the end of the agenda when the Chair will inquire if anyone wishes to address the members of the Board. Anyone addressing the Board will approach the podium; give your first and last name and your complete physical address. Comments may be limited to three minutes.

TO: Planning Board Members

FROM: Matthew Johnson, AICP - Director of Planning

RE: Regular Meeting

Monday, May 10, 2021 – 6:00PM Jamestown Town Hall, Civic Center

#### Items on the agenda:

- 1. Call to Order Sarah Glanville, Chair of the Planning Board
- 2. Roll Call Matthew Johnson, Assistant Town Manager/Director of Planning
- 3. Approval of minutes from the October 12, 2020, meeting Sarah Glanville, Chair of the Planning Board

#### 4. Public Hearings:

Procedure: Staff will present the case to the Board. The Chair will open the public hearing and request to hear from both those in favor and those opposed. If you wish to address the Board during the public hearing, please come to the podium and state your name and address for the record. Speakers may have up to 3 minutes to address the Board. Please note, this is not a time for dialogue or discussion and the Board may or may not engage with you at this time, even if direct questions are asked. Once the public hearing is closed, no one may speak on the issue unless specifically requested by the Board Chair.

- A. Request for rezoning for the following parcels consisting of a total of 3.35 +/- acres. Anna Hawryluk, Town Planner
  - 6014 W. Gate City Blvd (Parcel #220421) 1.65 +/- acres, From CIV to CZ-C
  - 6016 W. Gate City Blvd (Parcel #220422) 1.7 +/- acres, From CIV to CZ-C
  - a. Vote on recommendation to Town Council Sarah Glanville, Chair of the Planning
  - Adoption of the Statement of Consistency Sarah Glanville, Chair of the Planning Board

## 5. <u>Public Comment Period: (Limited to a total of 30 minutes)</u> Procedure: The Board Chair will ask the Town Clerk if anyone has signed up to speak to the Board. <u>It is advisable that</u> <u>if you wish to address the Board that you see the Town Clerk prior to the start of the meeting.</u> Once you have been

recognized by the Chair, please come to the podium and state your name and address for the record. Speakers may have up to 3 minutes to address the Board. Please note, this is not a time for dialogue or discussion and the Board may or may not engage with you, even if direct questions are asked.

- 6. Adjourn
- 7. Next regularly scheduled meeting will be June 14, 2021, at 6PM in the Civic Center.

\*\*Due to COVID-19, restrictions on public entry to Town Hall will be observed. Public entry will be limited to one person at a time for public hearings and/or public comment. It is advisable that you contact the Town Clerk at 336-454-1138 before 12 noon on the date of the meeting to place your name on the list of speakers. Speakers will be requested to line up outside of the Civic Center prior to the start of the meeting\*\*

Anyone entering Town Hall must agree to have their temperature taken by a contactless thermometer and are encouraged to wear a face covering.

The meeting will be broadcast live on the Town's YouTube channel at:

https://www.youtube.com/townofjamestownnc

Click "Subscribe" and tap the "bell" icon to be notified when we go live.

#### **WORKING AGENDA**

*Items on the agenda:* 

- 1. CALL TO ORDER Sarah Glanville, Chair of the Planning Board
  - i. Welcome to the May 10, 2021, Planning Board meeting. In order to allow all attendees to be able to hear Board business, I would ask that at this time, members of the board and the audience please set your cell phones to "SILENT". As a reminder, there are generally two opportunities for the public to address the Board. One will be during the "PUBLIC COMMENT" portion of the agenda. Speakers during that portion of the meeting will be limited to 3 minutes per speaker and were requested to sign up to speak with the Town Clerk. The other opportunity will be during any "PUBLIC HEARING", when instructed by the Chair to do so. Speakers in a "PUBLIC HEARING" will be asked to keep their comments brief and must speak to the topic being considered. Thank you.

2.	ROLL CALL	Present	Absent
	Sarah Glanville		
	Dennis Sholl		
	Eddie Oakley		
	Ed Stafford		
	Russ Walker		
	Richard Newbill, ETJ		
	Steve Monroe, ETJ		
	Cara Arena, ETJ		
	Sherrie Richmond, ETJ		
	Rebecca Rayborn, Council Rep.		
3.	Approval of Minutes: Oct. 12, 2020, meetings	_	
	a. Request from Staff: Staff requests ap	proval of minutes from the	Oct. 12, 2020,
	meeting as presented.  i. Motion:		
	i. Motion.		

Second:

VOTE:

ii.

iii.

#### 4. Public Hearings

- A. Request for rezoning for the following parcels consisting of a total of 3.35 +/- acres. Anna Hawryluk, Town Planner
  - 6014 W. Gate City Blvd (Parcel #220421) 1.65 +/- acres, From CIV to CZ-C
  - 6016 W. Gate City Blvd (Parcel #220422) 1.7 +/- acres, From CIV to CZ-C
  - a. Vote on recommendation to Town Council –Sarah Glanville, Chair of the Planning Board
    - i. Motion:
    - ii. Second:
    - iii. VOTE:
  - b. Adoption of the Statement of Consistency –Sarah Glanville, Chair of the Planning Board
    - i. Motion:
    - ii. Second:
    - iii. VOTE:
- 5. Public Comment (LIMITED TO A TOTAL OF 30 MINUTES)
  - a. Reminder from Board Chair to audience: The Board Chair will ask the Town Clerk if anyone has signed up to speak to the Board. It is advisable that if you wish to address the Board that you see the Town Clerk prior to the start of the meeting. Once you have been recognized by the Chair, please come to the podium and state your name and address for the record. Speakers may have up to 3 minutes to address the Board. Please note, this is not a time for dialogue or discussion and the Board may or may not engage with you, even if direct questions are asked.

- 6. Adjourn
  - a. Motion to adjorn:
  - b. Second:
  - c. VOTE:
- 7. Next regularly scheduled meeting will be June 14, 2021, at 6:00pm in the Civic Center.



# Planning Board Regular Meeting October 12, 2020 6:00 pm in the Council Chambers Minutes & General Account

Planning Board Members Present: Sarah Glanville, Chair; Ed Stafford, Vice Chair; Dennis Sholl, Eddie Oakley, Jane Walker Payne (Alternate), Richard Newbill (ETJ), Steve Monroe (ETJ), & Sherrie Richmond (ETJ)

Planning Board Members Absent: Russ Walker & Cara Arena (ETJ)

**Council Member Representative:** Rebecca Mann Rayborn (watching live stream in Town Manager's office)

Staff Present: Kenny Cole, Matthew Johnson, & Katie Weiner

Visitors Present: Amanda Hodierne, Zack Tran, Jason Epley, & Shawn Rogers

Call to Order- Glanville called the meeting to order.

Roll Call- Johnson took roll call as follows:

Sarah Glanville- Present
Dennis Sholl- Present
Eddie Oakley- Present
Ed Stafford- Present
Russ Walker- Absent
Richard Newbill- Present
Steve Monroe- Present
Cara Arena- Absent
Sherrie Richmond- Present
Jane Walker Payne- Present

Rebecca Mann Rayborn- Absent (watching live stream in Town Manager's office)

**Consideration of approval of the August 24**<sup>th</sup> **Special Meeting Minutes**- Stafford made a motion to approve the minutes from the August 24<sup>th</sup> Special Meeting as presented. Monroe made a second to the motion. The motion passed by unanimous vote.

Public Hearing for Rezoning Request for the following parcels: 2221 Guilford College Road, 5300 Mackay Road, 2207 Guilford College Road, and 5303 Mackay Road from AG (Agricultural) to PUD (Planned Unit Development) - Glanville gave a brief overview of the sequence of events that would take place that night.

Glanville called the applicant forward.

Hodierne came forward. She stated that it would be very beneficial for her to hear further discussion about the Board's priorities for the update to the Castleton Village plan. She added that the



development team had discussed the feedback that they had received in previous meetings, but they had not begun redrawing or restructuring the plan. She said that the developer did plan to add more buffering which the Planning Board had requested. She also noted that there would be sidewalks along Guilford College Road and Mackay Road. Hodierne stated that she was looking forward to hearing further discussion about the Board's thoughts regarding the proposed development.

Glanville stated that the Board planned to continue the public hearing that would be opened for public comment to their next meeting to allow for additional public input.

Glanville called Jason Epley, Benchmark Planning representative, forward.

Epley stated that he hoped everyone had received the summary of their previous discussion. He added that the Board had done a lot in regard to setting their priorities. He stated that the Board could either provide more detail on those points or allow the developer some interpretation for their update to the Castleton Village plan.

The Board Members discussed the pros and cons of adding more detail to their recommendations.

Richmond stated that she would like to be more specific about the percentage of high-quality building materials used for the homes. The Board Members discussed the potential requirements for the use of brick and stone. There was a consensus that they wanted to prevent an overuse of vinyl. Glanville noted that an attention to architectural details like windows was also important. The Board discussed whether or not they should be more specific about building material or allow the developer to provide them with renderings when the plan was updated.

Hodierne stated that the developer did need direction. She encouraged the Board to continue providing insight on what they considered "quality" and then allow them to bring back renderings based on the conversation.

Epley asked if the Board had any additional information that they would like to add about the homes having slab foundations versus crawl spaces.

Richmond stated that she thought the Board had agreed that they would prefer to have crawl spaces for the single-family residential homes. The Board continued to discuss the issue. There was a consensus that detached single-family homes should have a crawl space in areas that topography would allow that option.

The Board spoke about the requirement of a porch or covering at the entrance of the homes. Monroe stated that any age-targeted housing needed a covered entrance. The Board agreed with Monroe.

Epley asked the Board if they had anything to add to their recommendation that the lot sizes be bigger within the development. Glanville stated that she believed that the lot sizes had to be bigger than what was initially proposed. The Board agreed that the lot sizes were currently too small. Glanville asked Johnson what the lot size requirements were for the rest of Town. He stated that the ordinance required that the lots be at least 10,000 square feet. However, he added that the PUD zoning was flexible. The Board spoke about the different neighborhoods throughout Town and their lot sizes. The Board determined that they would like for the lots to be between 10,000 and 12,000 square feet for detached single-family homes.



The Board discussed setback requirements. They agreed that the front yard setbacks should be large enough for a car to be parked in the driveway without blocking the sidewalks.

The Board Members also highlighted that the garages should not be the focal point of the homes. Richmond stated that she would prefer some side loading garages. Everyone encouraged the developer to include a variety of styles within the plan.

Epley asked the Planning Board Members if they had anything else to add to their recommendations regarding the townhome design.

The Planning Board agreed with the points that Epley had included in the summary of their last discussion in reference to the townhomes.

The Board discussed the number of attached townhomes that would be acceptable. They came to a consensus that there must not be more than six attached units, but they would prefer no more than four attached townhomes. The Board also agreed that they did not want the backs of the townhomes to be facing Mackay Road or Guilford College Road.

Glanville called for a 5 minute recess at 7:15 pm.

Glanville called the meeting back to order at 7:20 pm.

Glanville stated that the next topic that could be discussed was proposed location of uses. Glanville briefly discussed the corner that was proposed to be used as a "civic" use on Guilford College Road and Guilford Road. She added that she would like to hear from the Fire Department and any needs that they have for that space before it was included in their recommendation. The Board spoke about that corner and potential uses for that section of the development.

Hodierne asked the Planning Board Members to provide some clarity on their thoughts about the proposed farmers market.

Glanville said that she had heard positive and negative feedback from citizens about the farmers market. She added that her understanding of the farmers market was that it would be something on a smaller scale that could be a multi-use community space. The Board discussed the details of the ownership of the land and who would operate the market. They agreed that they needed more information about what the space would look like and who would maintain the area before they could make a recommendation on the subject.

Hodierne stated that the idea of the farmers market came from the requests the developer received after the community meeting. She added that they were happy to provide it as an amenity or remove it if the Board believed there was a better use for the space.

Epley asked the Board Members if they had anything to add in regard to the buffering and screening requirements for the development.

Glanville said that it was extremely important that the backs of homes would not be visible from the road. Richmond added that the trees that were currently on the property could be used to screen the



development. The Board discussed the details regarding the buffering and screening. They agreed that the natural buffering should be retained as much as possible, but that additional foliage be added if necessary to shield the development from the existing neighborhoods. They also briefly spoke about potential street lighting.

The Planning Board Members moved on to discuss the density of Castleton Village. The Board Members agreed that the proposed density for the development was much too high. Glanville stated that their recommendations for larger lot sizes and a variety of lot sizes may impact their thoughts on the density of the project. They also discussed the need for the density to be provided to them in terms of buildable acres instead of gross acres. Monroe stated that affordability was determined by density, and that the cost of the homes should also be considered. The Board planned to revisit the subject after the plan had been updated to reflect their other requests.

Glanville stated that the next topic for discussion was community impact. She added that she would like to hear how the developer planned to mitigate the strain that would be placed on the school system if the project were approved. The Board Members discussed the possibility of the donation of land for a new school. They agreed that they would like to have more information from the developer about how this issue could be addressed.

Glanville said that she believed that the Board had a very good discussion about the proposed project and had provided the developer with the necessary feedback to update the plan. She noted that their consideration of the Castleton Village Development would continue at their next meeting.

Glanville opened the public hearing to anyone that would like to speak regarding the rezoning.

Shawn Rogers, 614 Candlewood Drive- Rogers stated that he was the Director of Mendenhall Homeplace and President of the Historic Jamestown Society. He said that he wanted to speak about the proposed rezoning as a community stakeholder. He spoke about his credentials. He added that he had some recommendations for the Board to consider regarding the incorporation of the historic aspects of the architecture of the Town into the proposed development. He prepared a written summary of the historical character of the Town and submitted copies to the Board for their consideration.

Glanville asked if there was anyone else that would like to speak. Nobody came forward.

Glanville stated that the public hearing would be continued to their next meeting. The Board discussed future meeting dates and times.

Newbill made a motion to continue the public hearing to the November 9<sup>th</sup> Planning Board meeting at 6:00 pm in the Civic Center without further advertisement. Monroe made a second to the motion. The motion passed by unanimous vote.

Public Comment- Nobody signed up.

**Adjournment-** Monroe made a motion to adjourn. Oakley made a second to the motion. The motion passed by unanimous vote.

The meeting ended at 8:30 pm.



#### JAMESTOWN ANNEXATION PETITION

Date _		
	perty described in	
	the Town of	

#### TO THE TOWN COUNCIL OF THE TOWN OF JAMESTOWN:

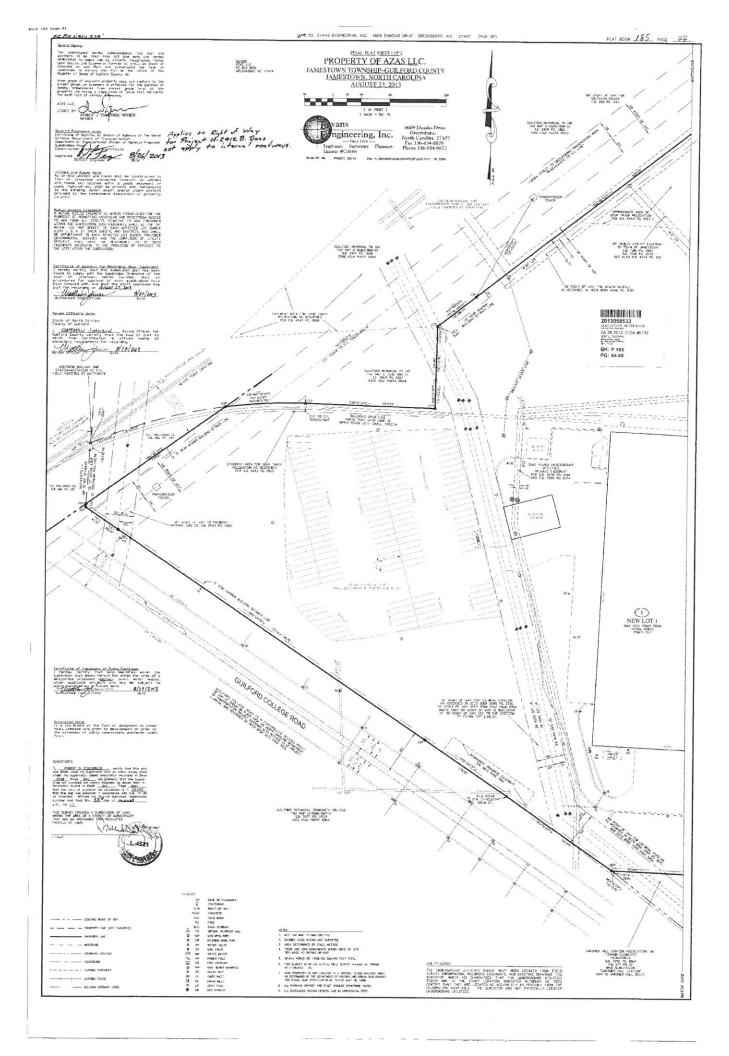
- <u>Sontiguous</u>: We the undersigned, being all the owners of the real property described in Paragraph 2 below, respectfully request that such property be annexed to the Town of Jamestown, pursuant to N.C.G.S. 160A-31. The area to be annexed is contiguous to the Town of Jamestown and the boundaries of such territory are described below by metes and bounds:
- NON-CONTIGUOUS: We the undersigned, being all the owners of the real property described in Paragraph 2 below, respectfully request that such property be annexed to the Town of Jamestown, pursuant to N.C.G.S. 160A-58.1. The area to be annexed is non-contiguous to the Town of Jamestown and within an area that the Town of Jamestown is permitted to annex pursuant to N.C.G.S. 160A-58.1, and the boundaries of such territory to be annexed are described below by metes and bounds:

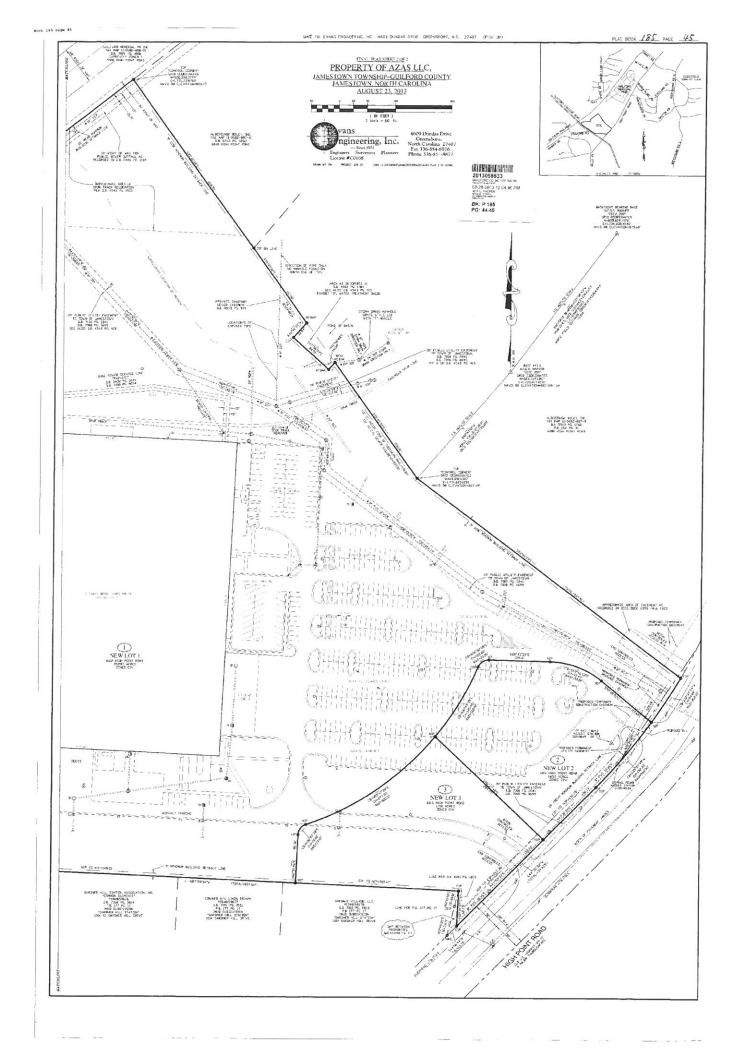
(You may print "See Attached" and attach the description.)

Lots 2 and 3 as shown on the attached Plat recorded in the Guilford County Registry in Plat Book 185 at Page 44

We acknowledge that any zoning vested rights\*\* acquired pursuant to N.C.G.S. 160A-385.1 or N.C.G.S. 153A-344.1 must be declared and identified on this petition. We further acknowledge that failure to declare such vested rights on this petition shall result in a termination of such vested rights previously acquired for the property. (If zoning vested rights are claimed, indicate below and attach proof.)

	B	vested rights?**	
	Print or Type Name and Address	(Indicate yes or no.)	Signature
1.	GTCC Foundation Properties, LLC	NoBy:	Guilford Technical Community College Foundation, Inc.
	601 E. Main Street	В	v: hany Dollo
	Jamestown, NC 27282	"	
2.			
			_
	1		S
3.			
3.	<del></del>		
Impor	tant: Both husband and wife must sign	, if applicable.	
*****			1 2 4 1 1 2
develo	se are a special type of vested rights ob opment plan" following a public hearing n approval.	ained only after the approvence on that plan. Only a small	val of a "site specific number of plans have received
	Date Received:	Received By:	







### Town of Jamestown, North Carolina Department of Planning

**Application for Zoning Amendment** 

The following items must be submitted with this form before the application may be processed.

Please bring the following items with you when submitting your application form:

- 1. Copy of survey plat(s) and/or deed(s) or map to the parcel(s) requested for rezoning.
- 2. Completed Adjoining Property Owner(s) List form.
- 3. Completed Project Questionnaire included on page three of the application.
- 4. A site plan/development plan outlining features of the proposed use of the property (if new construction is proposed). The following items should be included on the plan:
  - Title, preparer, and date of plan
  - Property lines and dimensions
  - Easements affecting the property
  - Physical features such as flood plains
  - Setbacks, dimensions, floor area, and height of all existing and proposed buildings
  - Dimensions and locations of existing and proposed roads, driveways, entrances/exits, and parking areas (please label number of parking spaces on plan)
  - Location and description of site features such as landscaping, lighting, and signage (if proposed).

#### Additional Notes:

- Following approval of the rezoning application, your project may require additional permits. Please contact the Planning Department to discuss permits that may be required for the construction of your project at (336) 454-1138.
- BY SIGNING THIS FORM, YOU ARE GRANTING PERMISSION FOR MEMBERS OF THE STAFF OR ANY APPOINTED OR ELECTED BOARD THE RIGHT TO ACCESS YOUR PROPETY, INCLUDING BUT NOT LIMITED TO THE USE OF UNMANNED AERIAL SYSTEMS TO OVERFLY YOUR PROEPERTY.
- You (or a designated representative) are strongly encouraged to attend all public hearings for your project. Failure to appear may result in the delay
  of the application.

or the application.			
Applicant Information			
Applicant Name: Charles E. Melvin	, Jr.		
PO Box 21927, G	reensboro, NC 27420-1927		
Street Address or P.O. Box		City/State/Z	ip Code
336-420-9388		cmelvin@foxroths	child.com
Home/Work Phone Number	Mobile Number	Email	
Is the applicant the owner of the parcel(	s) to be rezoned?	es <u>No</u>	
Owner Information			
Owner Name: GTCC Foundation Prop	perties, LLC		
601 E. Main Street, Jan	nestown, NC 27282		
Street Address or P.O. Box		City/State/Z	ip Code
Home/Work Phone Number	Mobile Number	Email	
Applicant and Owner Certification and			
(If Applicant and Owner area Historian Applicant Signature (1. 1. 6 Malicant Signature	lividuals, both must sign. If A	Applicant and Owner a	re the same, please sign as Owner.)
Charles L. Hellan,	V1	Dutc	
I, THE UNDERSIGNED AM AN OWNER O			
MAKE THIS APPLICATION FOR REZONING	, HAVING THE PERMISSION	,	1/ 2/
Owner Signature: Lawy	alle Meas	Date:	4/8/3021
NOTARY STATEMENT:	·		•
State of North Carolina, County of	Guilford to	o wit: (SEAL)	
, Lenora D. Taylor a	notary public in and for the	state and county afor	esaid, do hereby certify that
Mancy Sollosi			is (are) signed to the foregoing,
statement, personally appeared before r	ne in my state and county a	nd acknowledged the	same.
My commission expires January Given under my hand this	26,7024		ARY THE
	Day of Apri		, 2020 O' DIRES ON
Notary Signature <b>Servora D T</b>	Printed Name o	f Notary: Lenor	a D. Fair lov MONE 242200
	D		E JOMMS GROYCE A

Permit Information						
Owner Requests Rezor	ning of the Follow	ving Parcel(s):				
Parcel #1: 220421	Parcel Size:	1.65 acres	6014 W.	Gate City Blvd.		
Tax Map ID		Acres/Square Ft				(see attach
Current Parcel Zoning:	CIV-CIVIC		Request	to Rezone to:	COMMERCIAL (C.	for uses) Z)
Current Parcel Use:	Agricultural	Commercial	Industrial	Residential	Vacant/Unus	ed_
Owner Requests Rezor	ning of the Follow	ving Parcel(s):		Ni-mail		
Parcel #2:220422	Parcel Size:	1.7 acres	6016 W.	Gate City Blvd.		
Tax Map ID		Acres/Square Ft	Street Add	dress		(see attac for uses)
Current Parcel Zoning:	CIV-CIVIC		Request	to Rezone to:	COMMERCIAL (C	Parties Control of Con
Current Parcel Use:	Agricultural	Commercial	Industrial	Residential	Vacant/Unuse	ed
Owner Requests Rezon	ing of the Follow	ring Parcel(s):				
Parcel #3:	Parcel Size:					
Tax Map ID		Acres/Square Ft				
Current Parcel Zoning:			Request	to Rezone to:		
Current Parcel Use:	Agricultural	Commercial	Industrial	Residential	Vacant/Unuse	ed
Adjoining Property Ow	ner(s)					
Please list ALL property		eet address(es) o	f parcel(s) im	mediately adio	nining AND	Тах Мар
directly across street(s)						Numbers
The Trustees of Guilford						
Technical Community Coll	ege 60	12 W. Gate City Blv	d.			155580
Adjoining Property Owr	ner Str	reet Address of A	djoining Prop	erty (if none, li	st 'Vacant')	
KV Grandover Village LLC	602	21 6023 W. Gate Ci	ty Blvd.			230932
Adjoining Property Own		reet Address of Ad		erty (if none, li	st 'Vacant')	
Alberdingk Boley Inc	60	08 W. Gate City Blv	d.			155578
Adjoining Property Own	ner Str	eet Address of Ad	djoining Prop	erty (if none, li	st 'Vacant')	
OFHC Corporation Inc	100	02 Gardner Hill Driv	e			159678
Adjoining Property Own		eet Address of Ad		erty (if none, li	st 'Vacant')	
Adjoining Property Own	er Str	eet Address of Ad	ljoining Prope	erty (if none, lis	st 'Vacant')	

Project Questionnaire
Rezoning requests involve analysis by Town staff, Planning Board, and Town Council members. The information provided below will help staff members review the application for compliance with town regulations. The questionnaire will also serve as an introduction to the Planning Board, as a copy of the application will be included in information delivered to each member prior to the meeting date. Please use additional sheets and attach photographs if necessary.
Why are you requesting this rezoning? In order to enable the parcels to be utilized for the limited uses requested.
Please provide a description of the site before and after development (if construction is proposed).  No construction presently is proposed.
Please describe the operation proposed including number of employees and hours of operation, if applicable.  No operation presently is proposed for the property.
Please describe how the properties around your site are used (residential, churches, business, schools) and how the proposed project may impact the surrounding area (e.g. noise, traffic, light, impact on environmental or other unique features).  Proposed uses will be compatible with adjacent properties.
Please describe potential impacts on public facilities and infrastructure such as the water/wastewater system, public schools, and roads.  There should be no negative impact arising from proposed uses.
Will your project require a permit from other licensing agencies (e.g. NCDENR, NC Department of Transportation, US Army Corps of Engineers, etc). Yes No If yes, please explain.  Unknown at this time.
For Town Use Only

Town of Jamestown, North Carolina 301 E. Main St. Jamestown, NC 27282 (336) 454-1138

Date Application Received:



### Town of Jamestown, North Carolina Department of Planning

#### **Frequently Asked Questions**

What is a rezoning? A rezoning is required if the proposed use of your property is not permitted by right or with a Special Use Permit.

What is the process? Applicants submit an application for rezoning to the Planning Department by the second Monday of the month to meet the deadline for the following month's Planning Board meeting. Applications are then considered at a public hearing before the Planning Board which makes a recommendation for consideration by the Town Council.

How long does the process take? The process typically takes 2 to 3 months to complete from beginning to end. This time frame can vary if an application requires additional time for review by the Planning Board or Town Council.

What happens during a public hearing? All rezoning applications require two public hearings, one by the Planning Board and one by the Town Council. The NC General Statutes requires that a notice of public hearing be placed in the newspaper. Generally, all property owners within a 500 ft. radius of your property will receive a notice of the date, time and nature of the public hearing and are invited to attend to make public comments.

What can I expect during the meetings? At the time of your public hearing, the meeting chairperson will introduce the item by reading the case summary from the meeting agenda. The Chair will then ask town staff to provide a summary of the application. The applicant and those attendees in support and opposed to the project are then invited to speak.

### Why is it important for the applicant to attend both public hearings?

During the public hearing, you (or your representative) will have the opportunity to present your project and respond to questions from Planning Board members and Interested parties in the audience.

#### **Typical Timeline**

**Step 1.** Meet with town staff to discuss your proposed project. Staff members can assist you with the application and answer any questions you may have about the rezoning process.

**Step 2.** Applications are always due on the second Monday of the month. A non-refundable application fee is due upon submittal.

#### Rezoning Permit Process Guide

- **Step 3.** Your application is reviewed by town staff for completeness. Applicants are notified if there are any deficiencies.
- Step 4. Complete applications are advertised for public hearing.
- **Step 5.** The Planning Board meeting is held on the 2<sup>nd</sup> Monday of every month.
- **Step 6.** The Town Council public hearing is scheduled, generally, for the 3<sup>rd</sup> Tuesday in the following month.
- **Step 7.** Approved applications may proceed with the building permit application process.

#### **Contact Information**

### You may find the following numbers helpful during your application process:

Planning Department	336-454-1138
Town Manager	336-454-1138
Public Services Department	336-454-1138
Guilford County Health Department	336-641-7777
NC Department of Transportation	336-487-0000
NC Department of Environmental Quality	336-641-3334
NC Department of Motor Vehicles	336-884-1003
NorthState Telecom	336-886-3600
Duke Energy	800-777-9898
Piedmont Natural Gas	800-752-7504
Time Warner Cable	800-892-4357
Utility Location Services	811

#### **Planning Board Members**

Eddie Oakley	336-454-1552
Ed Stafford	336-669-5106
Sarah Glanville	336-209-1712
Dennis Sholl	336-454-5902
Russ Walker, Jr.	336-454-4405
Richard Newbill**	336-688-2134
Steve Monroe**	336-454-2881
Robert Lichauer**	336-880-3038
Sherrie Richmond**	336-491-8983
**Denotes ETJ member	

#### I USES:

The following uses are permitted by right;			
all other uses are prohibited.			
Accounting, Auditing or Bookkeeping Services			
Administrative or Management Services			
Advertising Agency			
Alteration, Clothing Repair			
Ambulance, Fire, Rescue Station			
Apparel Sales (Clothing, Shoes, Accessories)			
Architect, Engineer or Surveyor's Office			
Arts and Crafts Store			
Bank, Savings and Loan, or Credit Union			
Clothing, Shoe and Accessory Store			
Computer Sales and Service			
Dental, Medical or Related Office			
Department, Variety or General Merchandise Store			
Drive Through Window as Accessory Use *			
Drugstore			
Finance or Loan Office			
Fire, Ambulance, Rescue Station			
Florist			
Furniture Sales			
Gift or Card Shop			
Grocery Store			
Hardware Store			
Hobby Shop			
Home Furnishings Sales			
Insurance Agency (no on-site claims inspections)			
Jewelry Store			
Law Office			
Library			
Lighting Sales and Service			
Martial Arts Instructional Schools			
Medical, Dental or Related Office			
Museum or Art Gallery			
Musical Instrument Sales			
Newsstand			
Office Machine Sales			
Optical Goods Sales			
Paint and Wallpaper Sales			
Pet Store			
Photocopying and Duplicating Services			
Photography, Commercial			
Photography Studio			
Physical Fitness Center, Health Club			
Post Office			

120939299.v4

The following uses are permitted by right; all other uses are prohibited.
Printing and Publishing Operation
Real Estate Office
Restaurant (with drive-thru)
Restaurant (without drive-thru)
Sporting Goods Store
Stationery Store
Stock, Security or Commodity Broker
Travel Agency
Veterinary Service, Pet Grooming, No Outdoor Kennels or Runs

<sup>\*</sup> Subject to additional development standards

#### II SIGNAGE:

One monument sign per lot shall be permitted, each not to exceed twelve feet in height with maximum sign area not to exceed 60 square feet

#### III SIDEWALKS:

Sidewalks will be extended along W. Gate City Blvd.

120939299.v4 2



Planning Board Hearing Date: May 10, 2021

#### **GENERAL INFORMATION**

**Applicant:** Charles E Melvin c/o GTCC Foundation Properties, LLC

**Request:** Request for rezoning of the following parcels:

6014 W. Gate City Blvd (Parcel #220421) 1.65 +/- acres, From CIV to CZ-C
 6016 W. Gate City Blvd (Parcel #220422) 1.7 +/- acres, From CIV to CZ-C

Conditions: See Attached.

**Location:** 6014 and 6016 W. Gate City Blvd

Parcel ID#: 220421, 220422

**Public Notice:** Notice of Pubic Hearing mailed 04/26/2021

**Tract Size:** Total of all tracts is approximately 3.35 +/- acres

**Topography:** Generally flat throughout

**Vegetation:** Undeveloped parcel, cleared of trees and vegetation.

**TRC Review:** TRC has reviewed the proposed rezoning and a detailed construction plan review will

be required prior to the issuance of any construction permits.

**SITE DATA.** 

**Existing Use:** Vacant

#### **Adjacent Uses:**

	Adj. Zoning	Adj Land Uses	
North	CIV	Civic	
South	CZ-B	Conditional Zoning - Bypass	
East	IND	ndustrial	
West	CZ-C	Conditional Zoning - Commercial	

#### **Zoning History:**

Case #	Date	Summary
N/A	2009	This property was rezoned as part of the LDO update in 2009

#### **SPECIAL INFORMATION**

Overlay Districts: N/A

**Environmental:** 

Watershed: Randleman Lake GWA

Floodplains: Site is not adjacent to any floodplain per FEMA maps.

Streams: There do not appear to be any streams adjacent to the properties in question.

Other: N/A

Utilities: Public Water and Sanitary Sewer are available near this site.

Landscape Requirements: Landscaping requirements shall be per the TOJ Land Development Ordinance.

Tree Conservation Areas (TCA): N/A

Open Space: N/A

**Transportation:** 

Street Classification: W Gate City Blvd - Major Thoroughfare

Site Access: W Gate City Blvd and GTCC campus entry road (Grandover Village Rd)

Traffic Counts: Counts are NCDOT 2019 data: 17,000 ADT on W Gate City Blvd between Guilford

College Rd. and high Point Rd.

Sidewalks: Existing along W Gate City Blvd. Extension of sidewalks will be required by the

Jamestown LDO and/or the site specific master plan.

Transit: Not currently serviced by transit.

Traffic Impact Study: No TIS is required

Street Connectivity: N/A
Other: N/A

#### **IMPACT ANALYSIS**

#### Land Use Compatibility and 2020 Land Development Plan (LDP)

The future land use map identifies these parcels future land use as "industrial". The 2020 Land Development Plan defines "Industrial" as:

INDUSTRIAL: Areas accommodating a variety of existing heavy- and light-industrial, and some new light-industrial, commercial, office and service uses. The intent of this designation is to accommodate large-scale existing employment and industrial uses, and to provide for new office or business parks, research campuses, and a variety of new light-industrial, commercial, institutional, and open space uses.

- Generally located on major thoroughfares & railroad corridors and key intersections.
- Provides easy access to employees in a well-designed, campus-like setting.
- Amenities for workers may include convenient pedestrian access to shops, restaurants, daycare centers and other services, walking trails, picnic areas, and open space.
- Special attention is placed on site, landscape, and building design, by incorporating natural features, protecting environmentally sensitive areas, providing interconnectivity among uses, and providing adequate transitional uses, buffers, and screening to mitigate significant impacts on surrounding uses.

This property was previously home to the Daimler-Chrysler Bus Facility. Guilford Technical Community College (GTCC) purchased the property and it was rezoned in 2013 as a Civic land use. The areas surrounding this property have developed over the past 10 years; primarily with Commercial, Civic, and Bypass land uses.

#### 2020 LDP Goals and Policies Applying To This Proposal

#### **GROWTH MANAGEMENT**

#### **GOALS:**

- A. Carefully manage growth, making smart growth decisions that maintain and enhance Jamestown's special community characteristics and heritage.
- B. Strategically locate new land development in the most appropriate places.
- C. Use infrastructure investments as efficiently as possible.
- D. Attract new businesses and jobs and a more diverse tax base.
- E. Preserve our natural, cultural & historic resources and open space as we grow.

#### **POLICIES:**

- 1.5 Carefully manage land development patterns along existing and planned major roads (e.g. Guilford College Road, High Point Road, future Bypass) to maintain their safety and function and create welcoming, aesthetically pleasing entranceways that reflect our small-town character.
- 1.6 Encourage the design of new activity centers to provide a wider mixture of uses and to serve as pedestrian-friendly community destinations and gathering areas.
- 1.7 Encourage the development of new commercial uses within designated activity centers to be energy efficient, aesthetically pleasing and pedestrian-friendly and the renovation, maintenance and creative re-use of existing commercial buildings to provide more retail, business and office uses in convenient locations.
- 1.15 Carefully balance individual property rights with the good of the whole community by expecting new development to use the best design features of our favorite existing areas and by providing adequate buffers between incompatible uses.
- 1.17 Encourage everyone in our community to use these land development plan goals and policies as guidelines for making smart growth decisions, to strategically locate land development in the most appropriate places, to use existing and future infrastructure investments efficiently, to reduce costly sub-urban sprawl, and to help maintain and enhance the community assets that make Jamestown special.

#### **PLANNING COORDINATION**

#### **GOALS:**

Coordinate land development planning and decision-making with surrounding jurisdictions, so that future land development in Jamestown fits well into its regional context, and maintains and enhances the quality of life for citizens in and around its jurisdiction.

#### **POLICIES**:

- 2.1 Take into account the future growth plans of surrounding jurisdictions (e.g. Guilford County Southwest Area Plan, proposed High Point & Greensboro By-Pass), so Jamestown's land use planning and growth management approaches are as compatible and mutually supportive as possible. Provide plan documents and outreach to neighboring jurisdictions.
- 2.3 Identify transitional areas (future growth areas) around the Town's borders, to manage future development that may eventually become part of the Town's municipal limits.
- 2.4 Build cooperative partnerships with local institutions, agencies and businesses to expand community amenities and services, to create jobs, to maintain a strong tax base, to encourage new development that fits our small-town character, and to prevent conventional strip development along major road corridors.
- 2.5 Encourage inclusion of Jamestown in county-wide economic development efforts to attract and recruit new retail and service uses to meet its local needs and to expand local jobs, and tax base when appropriate.

#### **COMMUNITY APPEARANCE**

#### **GOALS:**

Carefully preserve and enhance Jamestown's small-town character and community appearance as it grows.

#### **POLICIES:**

3.3 Maintain a strong sense of place and community pride as each new land use fits into our vision for the

future – adding quality and value and enhancing our community character and quality of life.

#### **QUALITY OF LIFE**

#### **GOALS**:

Carefully preserve Jamestown's natural, cultural and historic resources as we grow.

#### **POLICIES**:

4.3 Maintain & improve air quality by recruiting environmentally-friendly industry, and encouraging pedestrian-friendly, mixed-use land use patterns, more sidewalks, bike lanes & greenways, interconnected street patterns, and open space (cluster) development.

#### **PUBLIC SERVICES AND FACILITIES**

#### **GOALS:**

Provide adequate public services as we grow, consistent with our ability to pay for them.

#### **POLICIES**:

- 5.2 Provide adequate sewer services to accommodate existing land development and plan future sewer system extensions to support new land development in the most appropriate places. Continue ongoing sewer system improvements and maintenance.
- 5.6 Carefully manage access along major thoroughfares and road entranceways, to protect public safety, road function, and community aesthetics.
- 5.8 Provide an adequate solid waste disposal system and improve recycling efforts through curb collection and education within Town limits.

#### **CONFORMITY WITH OTHER PLANS**

Town Plans: N/A
Other Plans: N/A

#### **STAFF COMMENTARY:**

These parcels were originally owned by Daimler-Chrysler Bus Facility for industrial use and identified as such in the 2007 LDP, they have since been acquired by GTCC. The parcels are adjacent to the GTCC Center for Advanced Manufacturing, the property owner wishes to rezone the parcels to CZ-C, identifying land uses that will compliment campus through conditional zoning (conditions attached).

Public Services Director, Paul Blanchard, has investigated the parcels and found they can be served by Jamestown Public Utilities for both water and sewer.

Staff believe that the request to rezone this property from CIV (Civic) to CZ-C (Conditional Zoning – Commercial) is appropriate, yet it is inconsistent with the 2020 LDP. Therefore staff recommends that the Planning Board and Council follow the "Motion to Approve Zoning Amendment (Even with Inconsistent with Comp Plan)" procedure outlined below. This will require a third motion - one to consider the proposed zoning amendment, one to adopt the consistency statement, and one additional motion to amend the Comp Plan to conform with the amendment.

#### **Suggested timeline for consideration:**

Planning Board Public Hearing: May 10, 2021 Town Council Public Hearing: July 12, 2021

\*\*COVID-19 restrictions will be observed. Dates, times and locations are subject to change due to circumstances beyond Town Council and staff control. All dates, locations and times will be advertised according to North Carolina law.\*\*

#### WRITTEN RECOMMENDATION ADDRESSING COMPRENSIVE LAND USE PLAN CONSISTENCY:

Effective October 1, 2017, state law has changed regarding the adoption of "consistency statements" when amending zoning ordinances. I have attached the UNC School of Government's blog on the topic for your review. However, I thought I would pull some of the pertinent information out and place it below in a bulleted format:

- Boards are not required to take action that is consistent with an adopted Land Development Plan (aka Comprehensive Plan or "Comp" Plan). They only need to consider what it says.
- The Council and Planning Board <u>must</u> adopt a statement that addresses plan consistency when considering zoning ordinance amendments.
- The adopted statement <u>may not be</u> something simple like "we find the request to be consistent/inconsistent with adopted policies". Rather, it must say **how/why** the Council feels as it does.
- The consistency statement must include some modest discussion and explanation about the Planning Board and Council's feelings on their actions. In other words, the statement should not be crafted beforehand by staff.
- The new law states that the Council must make their statement conform to one of three forms:
  - A statement approving the proposed zoning amendment and describing its consistency with the plan;
  - A statement rejecting the proposed zoning amendment and describing its inconsistency with the plan; or
  - A statement approving the proposed amendment and declaring that this also amends the plan, along with an explanation of the change in conditions to meet the development needs of the community that were taken into account in the zoning amendment.
- Each consistency statement <u>must</u> include an <u>explanation of why the board deems the action to be reasonable and in the public interest.</u>

All amendments must now follow this approach:

- 1) Consideration of the proposed zoning amendment and public hearing.
- 2) Deliberation by the Board.
- 3) Motion on consistency/inconsistency with the Land Development Plan (Comp Plan).
  - a. If the Board finds that the proposed amendment is inconsistent with the Comp Plan, but wishes to approve the amendment, it must also make a motion (separately) to amend the Comp Plan to conform to the amendment. The same is true if the Board finds that a proposed amendment is consistent with the Plan, yet wishes to deny the amendment.
- 4) Motion to approve/deny the zoning amendment.

A sample format is provided on the following pages.

### MOTION FINDING PROPOSED AMENDENT CONSISTENT WITH COMP PLAN

I make a motion that the proposed zoning amendment **be approved** based on the following:

1.	The prop	posed zoning amendment <b>is consistent</b> with the adopted comprehensive plan of the Town of
Jamesto	own. The	Planning Board further finds that the proposed zoning amendment is consistent with the
comprel	hensive <sub>I</sub>	plan because:
AND.		
2.	The prop	posed zoning amendment is reasonable. The Planning Board considers the proposed zoning
amendn	nent to b	pe reasonable because:
	Α.	The report of the Town staff finding the proposed zoning amendment to be reasonable is adopted by
	reference	re.
	В.	The Planning Board further finds that the proposed zoning amendment is reasonable
	because	<u>·</u>
AND		
3.	The prop	posed zoning amendment is in the public interest. The Planning Board considers the proposed zoning
amendn	nent to b	pe in the public interest because:
	Α.	The report of the Town staff finding the proposed zoning amendment to be in the public interest is
	adopted	by reference.
	В.	The Planning Board further finds that the proposed zoning amendment is in the public interest
	because	<u> </u>

[Call for second etc .]

### MOTION FINDING PROPOSED AMENDENT INCONSISTENT WITH COMP PLAN

I make a motion that the proposed zoning amendment **be rejected** based on the following:

1. The proposed zoning amenament <b>is not consistent</b> with the daopted comprehensive plan of the rown of
Jamestown. The Planning Board finds that the proposed zoning amendment is inconsistent with the comprehensive
plan because:
AND/OR
2. The proposed zoning amendment is not reasonable. The Planning Board considers the proposed zoning
amendment to be unreasonable because:
A. The report of the Town staff finding the proposed zoning amendment to be unreasonable is adopted
by reference.
B. The Board further finds that the proposed zoning amendment is unreasonable
because:
AND/OR
3. The <i>proposed zoning amendment is in the public interest</i> . The Board considers the proposed zoning
amendment to be against the public interest because:
A. The report of the Town staff finding the proposed zoning amendment to be against the public
interest is adopted by reference.
B. The Board further finds that the proposed zoning amendment is against the public interest
because:
[Call for second etc .]

# MOTION TO APPROVE ZONING AMENDMENT (EVEN IF INCONSISTENT WITH COMP PLAN)

I make a motion that the proposed zoning amendment **be approved** based on the following:

1. Even though the proposed zoning amendment <b>is inconsistent</b> with the adopted comprehensive plan of the Town of Jamestown, a change in conditions in meeting the development needs of the community has occurred since plan adoption. These changes include:
Furthermore, the Board finds that the proposed zoning amendment meets the development needs of the communi
because:
AND
2. The proposed zoning amendment is reasonable. The Board considers the proposed zoning amendment to b
reasonable because:
A. The report of the Town staff finding the proposed zoning amendment to be reasonable is adopted to reference.
B. The Board further finds that the proposed zoning amendment is reasonable
because:
AND
<ul> <li>The proposed zoning amendment is in the public interest. The Council considers the proposed zoning amendment to be in the public interest because:</li> <li>A. The report of the Town staff finding the proposed zoning amendment to be in the public interest is adopted by reference.</li> </ul>
B. The Board further finds that the proposed zoning amendment is in the public interest because:
AND
4. By approving this motion, the Board also recommends that the Town Council also hereby amends the Town of Jamestown Land Development Plan (comprehensive plan) to reflect the approved zoning amendment.
[Call for second etc .]

Zoning Staff Report prepared for the Town of Jamestown Planning Department by Anna Hawryluk.



## NOTICE OF PUBLIC HEARING Planning Board

#### **ZONING CASE 2021-01**

A request for rezoning has been filed with the Town of Jamestown Planning Department for the properties shown on the included map (highlighted in red). The request is described below:

Proposal: Request for rezoning for the following parcels consisting of a total of 3.35 +/- acres:

- 6014 W. Gate City Blvd (Parcel #220421) 1.65 +/- acres, From CIV to CZ-C
- 6016 W. Gate City Blvd (Parcel #220422) 1.7 +/- acres, From CIV to CZ-C

Location: See site map to the right (in red).

Applicant: Charles E Melvin c/o GTCC Foundation

Properties, LLC, 601 E Main St,

Jamestown, NC 27282

Applicant's

Contact: Charles Melvin, Fox Rothschild LLP -

336-420-9388



You are receiving this notice because public records indicate that you own property adjacent to or within 500 ft. of this rezoning request, which has been scheduled for a public hearing. Recipients of this notice may wish to share it with their neighbors whose property is nearby the above noted zoning proposal.

The purpose of the public hearing is to allow citizens to comment regarding potential impacts the proposed development would have on their properties or on the area in general, and to identify issues or concerns related to the appropriateness of the request.

The public hearing is not the appropriate setting to learn about a zoning proposal for the first time. It is difficult to gain understanding of a proposal and offer well thought out comments during the relatively short time of a public hearing. The staff recommend that you contact the applicant or the Town of Jamestown prior to the meeting to learn more about the proposal.

#### **PUBLIC HEARING**

PUBLIC HEARING DATE: Monday, May 10, 2021

TIME: 6:00 PM

LOCATION: Town of Jamestown Town Hall, 301 E. Main St., Civic Center

In order to maintain compliance with COVID-19 restrictions, we will be limiting members of the public in attendance at this time. Members of the public may watch the hearing live on the Town's YouTube channel at: <a href="http://www.youtube.com/c/TownofJamestownNC">http://www.youtube.com/c/TownofJamestownNC</a> Be sure to subscribe and tap the bell icon to be alerted when the meeting goes live.

The meeting facilities of the Town of Jamestown are accessible to people with disabilities. Anyone needing special accommodations should call (336) 454-1138. Notice of public hearing shall also be published in the <u>Jamestown News</u>.

Mailed: April 26, 2021

#### **AFFIDAVIT OF NOTICE**

REGARDING NOTIFICATION REQUIREMENTS FOR	R REZONING FOR 6014 AND 6016 W. GATE CITY BLVD.
	located on Guilford County Tax Map/Parcel(s), and
PIN#(s)_220421 AND 220422	·
Check box if additional sheets are attached:	
STATE OF NORTH CAROLINA COUNTY OF GUILFORD, to-wit:	
I KATIE WEINER, CMC , the undersign follows:	ed, being first duly sworn, do hereby depose and certify as
That in accordance with Section 160A-384 of the Nor attached sheet were notified of the MAY 10TH the PLANNING BOARD, to be held at 301 E	rth Carolina General Statutes, the property owners listed on the, 20_21, public hearing before at _6:00 PM
That said notification consisted of a written notification least 10 and no more than 25 calendar days before the reference.	ion letter mailed to each listed property owner or their agent at renced public hearing.
That a sample notification letter and a list of the property to whom notification was sent are attached.	names of property owners or their agents or occupants of the
That said notification was mailed from the JAMESTOWN FIRST CLASS	N USPS , on APRIL 26, 2021 by mail.
indicating the date, time and place of PLANNING BOARD , a brief description	Development Ordinance, placards furnished by the Town, the public hearing before the of the matter being heard, and identifying the land which erty at least 10 and no more than 25 calendar days prior to the naintained up to the time of said hearing.
That the placards were posted on APRIL 26,	, 20 21
	Town Clerk's Signature
Subscribed and sworn to before me this 26TH	day of APRIL , 20 31 million ,
My Commission Expires: DECEMBER 4, 2021	Notary Public Of
Maria Dalis Circum	Notary Public Of Guilford Z Guilf
Notary Public's Signature	TO 12 4 2 LATER THE PROPERTY OF THE PROPERTY O
Printed Name of Notary Public	

### Mailed April 20th

E > C	Owner ALBERDINGK BOLEY INC BIGHAM, EDWARD M;BIGHAM, LINDA B	Mail Address 6008 W GATE CITY BLVD 4914 CADE RD	Mail City GREENSBORO CLIMAX	Mail State NC	Mail Zip 27407 27233
	DFHC CORPORATION INC	2432 ANDREWS STORE RD	PITTSBORO	NC	27312
0	GARDNER HILL STATION ASSOCIATION INC	2904 LAWNDALE DR	GREENSBORO	NC	27408
0	GARDNER HILL STATION ASSOCIATION INC	2904 LAWNDALE DR	GREENSBORO	NC	27408
	GTCC FOUNDATION PROPERTIES LLC	PO BOX 309	JAMESTOWN	NC	27282
0	GTCC FOUNDATION PROPERTIES LLC	PO BOX 309	JAMESTOWN	NC	27282
<b>7</b>	KOURY VENTURES LIMITED PARTNERSHIP	2275 VANSTORY ST STE 200	<b>GREENSBORO</b>	NC	27403
~	KOURY VENTURES LIMITED PARTNERSHIP	2275 VANSTORY ST STE 200	<b>GREENSBORO</b>	NC	27403
~	KV GRANDOVER VILLAGE LLC	2275 VANSTORY ST STE 200	<b>GREENSBORO</b>	NC	27403
~	KV GRANDOVER VILLAGE LLC	2275 VANSTORY ST STE 200	GREENSBORO	NC	27403
~	KV GRANDOVER VILLAGE LLC	2275 VANSTORY ST STE 200	<b>GREENSBORO</b>	NC	27403
_	LEOMATINC	1926 GREENTREE RD STE 200	CHERRY HILL	Z	08003
()	STATE EMPLOYEES CREDIT UNION	PO BOX 26807	RALEIGH	NC	27611
_	THE TRUSTEES OF GUILFORD TECHNICAL COMMUNITY COLLEGE	PO BOX 309	JAMESTOWN	NC	27282
_	VILLAS AT SEDGEFIELD HOMEOWNERS ASSOCIATION INC	215 POMONA DR STE A	GREENSBORO	NC	27407