



# CITY OF BELMONT PLANNING & ZONING

## COMMUNITY MEETING APPLICATION SUPPLEMENT

To enhance public engagement and dialog between various interested parties on development projects, the city has expanded its community meeting requirements. Conditional zoning projects are now required to hold two community meetings at various stages of the plan review, before being heard by the Planning and Zoning Board.

**Initial community meeting:** Upon determination of completeness and general conformity of a **sketch plan** with the Land Development Code, the planning department will authorize the applicant to conduct the first community meeting. This meeting provides the opportunity for the development team to introduce its development project and answer questions. The development team is responsible meeting notification, taking meeting minutes, and submitting a meeting report to the planning department as prescribed below. The meeting report is required to be submitted to the city prior to submission of the schematic plan. Staff will review the report and discuss the community input with the development team.

**Second community meeting:** Upon determination of completeness and general conformity of a **schematic plan** with the Land Development Code, the planning department will authorize the applicant to conduct the second community meeting. This meeting provides the opportunity for the development team to share any changes to the plan that may have occurred after the initial presentation and answer questions prior to the public meeting with the Planning and Zoning Board. As with the initial meeting, the development team is responsible meeting notification, taking meeting minutes, and submitting a meeting report to the planning department as prescribed below. The meeting report is required to be submitted a minimum of ten (10) calendar days prior to the planning and zoning board public meeting.

### Criteria

**COVID-19 MEETINGS:** As long as COVID-19 protocols remain in place, meetings must be conducted in compliance with any in-person compliance restrictions. There are various tools available to conduct virtual meetings using web-based meeting service. Webinar software can be a great tool to engage community members in deeper conversations and can help build and maintain connections while people are social distancing. A digital recording shall be provided along with the written minutes if utilizing a virtual platform for a community meeting. Applicant is also required to accept all forms of comments whether by phone, in writing, or through the virtual platform if a meeting is not held in-person.

- **Meeting Notice Requirements:** Notice of a community meeting shall be given to the property owners and organizations entitled to notice as determined by City policy (policy requires that notification include property owners within 200 feet excluding roadways and neighborhood organizations (HOAs) within 500 feet of the project site). The applicant is responsible for mailing the community meeting notice ten (10) calendar days prior to the scheduled meeting, including a copy of the notice to the Planning & Zoning Department.
  - The notice shall include, at a minimum:
    - The date, time and location of the meeting.
    - A brief description of the proposed project and any associated project illustrations.
    - Other methods of obtaining project information such as a project website link or person to contact for more information.
- **Meeting Location:** The meeting should be held in a neutral location near the project site.
- **Community Meeting Report:** The adequacy of a meeting held, or report filed pursuant to this section, shall be considered by the City Council but shall not be subject to judicial review. The report shall include:
  - A listing of those persons and organizations contacted about the meeting and the manner and date of contact.
  - The date, time, and location of the meeting.
  - A roster of persons in attendance at the meeting.
  - A summary of issues discussed at the meeting.
  - A description of any proposed changes to the project planned by the development team as a result of the meeting.

A sample of a community meeting form is attached for use as a guide.



**Dixon Village Community Input Meeting 2**

**Monday, January 11, 2021 at 6:00 pm**

<b>Attending:</b>	Russell ---
Kay Peninger – Executive Director	Adam Penley
Cathy Young – Board and Allen Tate Realty	Christine Steiner
Brent Cowan – Isaacs Group	Jean Robbins
Les Davis - Board	John ---
Andy Ratchford – Board	Sean Baxter
Bill Dodgen - Board	Suzanne O’Brien
Tom Ras – Thomas Construction	Michelle Bourhill
Ed Lineberger	Joanne Dauer
Jan Chapman	858-7142-1395

Kay Peninger opened the meeting with introductions of herself and the Dixon Village project team members. She followed with an overview of the Dixon Village project for those that did not join the first meeting.

Kay presented a question that she was asked earlier via email regarding what type of border or fencing will there be between Dixon Village and the Abbington Woods neighborhood. Some neighbors have experience unwanted foot traffic through their property. Kay answers that there are no plans to install a fence between neighborhoods.

Brent Cowan added that the tree save areas will provide a buffer between the neighborhoods. Brent pointed out that it was discussed during the last meeting that the Abbington Woods residents prefer the tree save area rather than a community garden. The community garden concept has been taken off the table.

Brent Cowan shared his screen to review the tree save areas.

Cathy Young added that with Brent sharing his screen to show the Dixon Village plans, it is a good time for neighbors to see how their property line will connect to the Dixon Village neighborhood.

Adam Penley asked to explain the zoning variances and why that needed to be changed.

Brent Cowan explained that when Dixon Village project was under zoning review, at that time, 2010, the zoning allowed 28 lots and we had received approval from the city of Belmont. Now, in 2021, when we reached out to the city of Belmont and told them we were proceeding with Dixon Village, they let us know that the zoning had changed and to keep the site plan the same we would need to rezone. So, we are applying for a zoning category that fits our site plan.

Sean Baxter asked what the price range of the Dixon Village houses will be?

Cathy Young answered that from a per sq ft standpoint, the houses are going to be on par with all of the surrounding properties. The goal of Dixon Village is to not be able to tell the difference between the Habitat homes and the market rate homes. We want to educate the world on what a lower income product can be. We have a high-end custom builder on the team. This project is near to our hearts. The price range will be between \$220,000-275,000. Things change from month to month, but this is the strongest market that I have experienced in my 28 years in the business.

Cathy continued that as for the issue with foot traffic through the properties, this subdivision is going to have covenants and restrictions and will to be held to the same standard as all of Belmont.

Kay agreed with what Cathy is saying and mentioned that there will be an HOA to cover annual maintenance and other aspects to keep the area looking good.

John ---- asked for an update on the booster-pump situation.

Brent Cowan assured the audience that the issue was brought to the council and due to the Dixon village project, the issue is on their radar. The city manager is in the process of submitting bids to engineering firms to design it, so it is moving forward.

Cathy Young added that all the feedback from the last input meeting was taken to the mayor and city manager so they are aware.

Sean Baxter asked why are there plans for a dead-end road with no houses on it?

Brent Cowan explained that planners are required to stub to the property lines so that future development can occur. There is a way to extend that road if there is a future development.

Sean Baxter also asks how many designs of different houses will there be?

Kay answered that we have not finalized our house plans. The intention, however, is to use different styles and variations so that the houses do not look 'cookie cutter'.

Tom Ras added that the goal for this project will be to debunk the cookie cutter myth and look. Our goal is to make this a stand-alone project that this team and the city of Belmont can hang

our hats on. Where every house looks unique and custom, and we provide a service to the community by doing so.

Cathy Young pointed out that there are currently four plans under review.

Suzanne O'Brien commented that at the end of the Abbington Woods cul-de-sac, the 2 right of ways, we cannot read. We would like to find out if that is just storm water coming through and are they existing right of ways?

Brent answered that these are utility easements. Coming off of the Abbington cul-de-sac is an existing water line that's been stubbed. That's where we will be connecting our water line and bringing it into Dixon Village. (Brent is showing this plan through screen share and pointing out the plans) To the right side is sewer easement which is also existing. This is something the developers were made to do by the city. Similar to the road being stubbed for future development, lines are stubbed as well so future developments have access to public water lines and public sewer lines.

Sean Baxter asks if there are any road improvements planned to address the extra traffic this neighborhood will cause?

Brent Cowan answered that there are no road improvements planned.

Joanne Dauer commented that the original plans show three different house plans. Hence, she feels this is considered track-built homes. It is rhetorical. I was adding a correction.

Kay replied that our intent is that the neighborhood does not look cookie cutter that it has an attractive and charming look.

Cathy added that when we think about track-built subdivisions, we think of a huge piece of land, all trees cut down, and a hundred vinyl boxes that all look the same. The Dixon Village homes will be one- and two-story houses, and won't just be vinyl boxes. They will have custom features. The builder's wife is a designer and she takes a lot of time making specific selections. It really will be a lovely neighborhood. It will in no way negatively impact anyone's property values surrounding.

Ed Lineberger asks what about traffic on Lee road? It is already hard to get on Hickory Grove Road.

Kay replied that as Brent said earlier, there are no road improvements planned currently.

Ed Lineberger replied that with approximately 56 more cars, there will be a congested mess. I don't believe not planning for that is adequate due to the high traffic.

Cathy asked Ed what he thinks needs to be addressed? Stop signs? Stop lights?

Ed answers that he already has trouble getting on Hickory Grove Road. He is worried about the increased traffic and no stop light.

Cathy acknowledges that this is a valid point and the accessibility is something to be looked at.

Ed answered that he does not want to have to go through the development to safely get on Hickory Grove road.

Joanne Dauer adds that there is not a road connection into Abbington and that the traffic will be going towards Lee Road and in turn will be an issue for Ed and his neighbors, there needs to be stop signs because these people can't drive.

Suzanne O'Brien asked which way does storm water runoff come out of the development?

Brent Cowan answers that storm water runoff will be collected and routed to the pond in Dixon Village and when it leaves the pond it will go through a connected pipe and going over the property line. It will not runoff into Abbington Woods.

Joanne Dauer commented asking are you saying you are not doing a total clear?

Kay asks Joanne if she's referring to the green space behind Joanne's lot?

Joanne replies that she is referring to the green space. She is concerned about that because she has the least green space. She has white oaks that she wants to salvage on our property. She is also worried about the displacement of animals and losing privacy.

Brent Cowan answers that we are not clear cutting. There will be plenty of tree save and green area around and in the perimeter.

Joanne replies that when the work begins, who picks out which trees to cut down? There are mature trees around that keep the value up. She's concerned about the wildlife.

Brent answers that the surveyor will very accurately stake and tag these tree save areas. The contractor will then put up tree protective fencing which is bright orange and communicates where to stop. They will also stake limits of disturbance along the tree save line. From there the clearing company will cut down the trees beside the areas identified.

Joanne adds that they will resurvey their land and keep an eye out.

Sean Baxter asks what the estimated completion date for the neighborhood?

Kay replied that our timeline is to break ground in June 2021, we intend to start three homes per month, so we plan to be finished in about a year, around June 2022.

Adam Penley comments that he understands the plans are 10 years old, but existing zoning is there for a reason. Many of Abbington Wood residents do not agree with the zoning change request. We believe existing zoning should stay and plans should be adjusted to existing regulations. Adam continues that in other words, the residents do not agree with trying to change regulations to put more homes per acre than currently allowed.

Brent Cowan responded to Adam that his statement is acknowledged. This is on record and Brent invites Adam to the planning and zoning board meeting on January 21 at 6:30PM virtually to speak his statement to the board.

Sean Baxter asks if we would be willing to increase the wooded buffer between Abbingdon and Dixon Village. Let's say a 30-foot minimum along property line.

Brent answers that the project cannot accommodate that.

Sean Baxter asks what is the reasoning behind the storm water pond vs letting it run off in the storm drains?

Brent replies that the state of NC and city of Belmont have regulations that require us to treat the first inch of runoff and remove 85% of the total suspended solids. Also to reduce the volume that would be leaving the site. The pond collects and slowly releases the increased volume so that the peak rate post-development is equal to or less than peak rate pre-developed. There are two functions to the pond which are cleaning the water and slowing the water down so as to not cause downstream erosion or flooding.

Ed Lineberger stated that it is hard for him to attend meetings on Thursday due to work. He would like the traffic problem addressed.

Kay assured Ed that the message will be received about the traffic issue.

Joanne comments on her concern about the small buffer against her property. She points out that her neighbors have more tree space.

Adam Penley suggested that we could add decks for the homes on that line as a substitution for less back yard.

Kay thanks Adam for his suggestions.

There are no other questions.

The meeting ended.