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## **LOWELL PLANNING AND ZONING BOARD MEETING**

Regular Meeting

Thursday, November 4, 2021, 6:00 P.M.

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- 1. CALL TO ORDER AND DETERMINATION OF QUORUM**
- 2. PLEDGE OF ALLEGIANCE**
- 3. APPROVAL OF MINUTES FROM OCTOBER 5<sup>TH</sup>, 2021 MEETING**
- 4. CONSIDERATION OF TEXT AMENDMENT TO LOWELL DEVELOPMENT ORDINANCE ARTICLE 5, SECTION 5.3-1(B).**
  - a. To remove Neighborhood Meeting Requirements from Zoning Map Amendment Process for all but Special Use Permit Requests and Conditional Zoning Requests.**
- 5. DISCUSSION OF STORMWATER FEE CREDITS AND EXEMPTIONS.**
- 6. OVERVIEW OF QUASI-JUDICIAL PROCESSES.**
- 7. ADJOURN**

# MINUTES

Lowell Planning Board

Regular Meeting

Tuesday, October 5, 2021, 6:00 P.M.

## I. CALL TO ORDER AND DETERMINATION OF QUORUM

Chairperson Vieta Benson called the meeting to order at 6:00 p.m. Those attending in-person were: Planning Board members John Cantrell, Mike Harris, Travis Smith, and Troy Roberts. Staff members present were: City Clerk Beverly Harris, and Planning Director Alex Blackburn. A quorum was determined, the meeting proceeded.

Alex Blackburn welcomed Troy Roberts as the newest member of the Planning Board.

## II. PLEDGE OF ALLEGIANCE

The chairperson lead everyone in the Pledge of Allegiance.

## III. APPROVAL OF MINUTES FROM SEPTEMBER 7, 2021 MEETING

John Cantrell made a motion to approve the minutes from the September 7, 2021 meeting, followed by a second from Travis Smith. The vote was unanimously in favor.

## IV. DISCUSSION OF ADDITIONAL PARCELS OF BELMONT LAND & INVESTMENT CO.

### A. Consideration of zoning property therein to Single Family Residential-4 (SFR-4)

Alex Blackburn stated on September 7, 2021 City staff received a petition of voluntary annexation of contiguous property from the representatives of Belmont Land & Investment Company, LLC. Mr. Blackburn stated the petition for annexation preceded a meeting with the representative Mr. Bob Clay to discuss the preferred zoning of the property to be annexed. The applicant requested that the district be amended from R-1 (Single Family Limited) to the Lowell zoning designation of Single Family Residential-4 (SFR-4). Mr. Blackburn stated the Gaston County parcel ID numbers are: 202166, 202167, 135144, and 210660.

Mr. Blackburn stated the single family residential-4 (SFR-4) zoning district provides for the completion of existing residential neighborhoods and the development of new residential neighborhoods. Allowed building/lot types in the Single-Family districts are detached houses. Listed uses are restricted to single family, including duplex (two-family), homes and their accessory uses. Mr. Blackburn stated neighborhoods in these districts are the dominant land use in Lowell and are a major element in defining the character of the community. Standards for the single-family residential districts promote that new development maintains the character of the community.

John Cantrell made a motion to change the zoning of parcel ID #'s 202166, 202167, 135144, and 210660 from R-1 (Single Family Limited) to Single Family Residential-4 (SFR-4), followed by a second from Mike Harris. The vote was unanimously in favor.

**V. DISCUSSION OF ROLE AS ENVIRONMENTAL REVIEW/STORMWATER BOARD**

Alex Blackburn stated with the enactment of the City of Lowell’s Stormwater Utility, government standards will require the Planning Board to be members of the Environmental Review/Stormwater Board. Mr. Blackburn explained those duties to the Planning Board members and gave them examples of items they may have to review or vote on in the future as it would apply to the Stormwater Utility in Lowell.

**VI. ADJOURN**

Mike Harris made a motion to adjourn the meeting, followed by a second from John Cantrell. The vote was unanimously in favor. The meeting ended at 6:10 pm.

AFFIRM:

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Chairperson, Vieta Benson

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City Clerk, Beverly Harris

**Current:**

**5.3 Amendment Process**

5.3-1 Initial Application Process

(B) Neighborhood meeting. It is required that the applicant for a zoning map amendment (rezoning) meet with representatives and/or landowners of the neighborhood in which the property for which the proposed map amendment (rezoning) is located as authorized by G.S. 160d-602(e). The applicant shall coordinate the time and date of the meeting to enable the *Planning, Zoning & Subdivision Administrator* to attend and address procedural questions that arise. the neighborhood meeting shall be conducted prior to the date of the legislative hearing at which comments on the application will be heard. This meeting may be held either before or after, but not on, the date of the meeting at which the Planning Board review and recommendation is scheduled.

**Proposed**

**5.3 Amendment Process**

5.3-1 Initial Application Process. (Amended December 14, 2021)

(B) Neighborhood meeting. **For Special Use and Conditional Zoning**, it is required that the applicant meet with representatives and/or landowners of the neighborhood in which the property for which the proposed map amendment (rezoning) is located as authorized by G.S. 160d-602(e). The applicant shall coordinate the time and date of the meeting to enable the *Planning, Zoning & Subdivision Administrator* to attend and address procedural questions that arise. the neighborhood meeting shall be conducted prior to the date of the legislative hearing at which comments on the application will be heard. This meeting may be held either before or after, but not on, the date of the meeting at which the Planning Board review and recommendation is scheduled.