

BOARD OF COMMISSIONERS

JEFFREY B. JENNINGS
Chairman
PHILIP FAISON
Vice-Chairman
MELVIN J. JERALDS
CAROLYN O. RIGGS
MIKE ANDREWS



RANDELL K. WOODRUFF
County Manager

AVA MURGIA
Clerk of the Board/
Assistant to the Manager

Camden County Planning Board

**Minutes
December 20, 2006
7:00pm
Upstairs Courtroom
Camden County Courthouse**

Chairman James Burnham
Vice Chairman Rodney Needham
Members Terri Griffin, Ray Albertson,
Michael Etheridge, Calvin Leary, and John Aydlett

Also attending: Dan Porter, Director of Planning/ Flood Administrator, Dave Parks, Flood Administrator, Randell Woodruff, County Manager, Lori Tuss, Planning Board Clerk.

Call to Order & Welcome

Chairman James Burnham called to order the meeting of the December 20, 2006 regular Planning Board meeting.

Member Michael Etheridge was unable to attend.

Consideration of Agenda

Chairman Burnham called for a consideration of the agenda. The staff asked to add additional items under **VI. Information from Board and Staff:** A Discussion on implementing an R-4X Zone to the UDO and be placed on the agenda as Item #2, and Smart Growth Score card be moved to Item #3. In addition, a discussion concerning future planning for Camden County added as item # 4.

Hearing no further changes, Chairman Burnham called for a motion to approve the agenda as amended. Calvin Leary made a motion to approve the agenda as amended. Vice Chairman Rodney Needham seconded the motion. The motion passed with Chairman James Burnham, Vice Chairman Rodney Needham, members Terri Griffin, Ray Albertson, Calvin Leary and John Aydlett voting aye; none voting no; one absent; none not voting.

Consideration of the Minutes

Chairman Burnham called for a consideration of the **October 18, 2006 Regular Meeting Minutes**. Calvin Leary made a motion to approve the October 18, 2006 Regular Meeting Minutes. Vice Chairman Rodney Needham seconded the motion. The motion passed with Chairman James Burnham, Vice Chairman Rodney Needham, members Terri Griffin, Ray Albertson, Calvin Leary and John Aydlett voting aye; none voting no; one absent; none not voting.

Chairman Burnham called for consideration of the **November 11, 2006 Workshop Minutes**. Vice Chairman Rodney Needham made a motion to approve the November 11, 2006 Workshop Minutes. John Aydlett seconded the motion. The motion passed with Chairman James Burnham, Vice Chairman Rodney Needham, members Terri Griffin, Ray Albertson, Calvin Leary and John Aydlett voting aye; none voting no; one absent; none not voting.

Comments from the Public

Chairman Burnham called for any comments from the public other than the items already on the agenda. Hearing none, the meeting proceeded.

New Business:

Item #1) Rezoning Application (UDO 2006-11-28) – John Green

The following is the Finding of Facts for the application presented to the Board:

Findings of Facts

UDO 2006-11-28 Minor Map Amendment John B. Green

1. **Name of Applicant:** John B. Green
2. **Agent for Applicant:** None
3. **Address of Applicant:** 110 Wharf Road
Shiloh, NC 27974
4. **PIN:** 03-8972-00-23-7527/03-8972-00-23-7327
5. **File Reference:** UDO 2006-11-28
6. **Name(s) of Current Owner(s) of Record:** John & Margaret Green
7. **Street Address of Property:** 422 Wickham Road
8. **Location of Property:** Shiloh Township
9. **Flood Zone:** AE
10. **Zoning District(s):** General Use District (GUD)
11. **Is a Zoning Change Required for the Proposed Use?** Yes, current zoning does not allow for Doublewides
12. **General Description of the Proposal:** Request rezone approximately 3 acres from General Use District (GUD) to Mixed Single Family Residential (R2).
13. **Date Application Received by County:** November 29, 2006
14. **Received by:** David Parks, Permit Officer
15. **Application fee paid:** \$200.00 Check #7333
16. **Completeness of Application:** Application is complete.
17. **Proposal to be completed in Phases:** N/A.
18. **Documents received upon filing of application or otherwise included:**
 - A. Rezoning Application
 - B. GIS Ariel Map of property to be rezoned
 - C. Adjacent property owner notice

19. **Soil Classifications:**
 - A. **Predominant:** Chowan (CoA) Severe wetness, percs slowly
 - B. **Other:** Perquimans(PeA) Severe wetness, percs slowly
20. **Adjacent Property Uses:**
 - A. Predominant: Residential (mixed housing types)
 - B. Other: Agriculture
21. **Existing Land Uses:** Vacant Lot/Singlewide mobile home
22. **Lot size:** Both lots are approximately 3 acres
23. **Utilities:**
 - A. Does the applicant propose the use of public sewage systems? No; Septic
 - B. Does the applicant propose the use of public water systems? Yes
 - C. Distance from existing public water supply system: Adjacent to property
 - D. Is the area within a five-year proposal for the provision of public water? Yes
 - E. Is the area within a five-year proposal for the provision of public sewage? No
24. **Landscaping:**
 - A. Is any buffer required? No
 - B. Is any landscaping described in application: No
25. **Findings Regarding Additional Requirements:**
 - A. How will the proposed zoning change enhance the public health, safety or welfare? The proposed zoning change will enhance the public welfare by providing a wider range of housing types.
 - B. Is the entire range of permitted uses in the requested classification more appropriate than the range of uses in the existing classification? The entire range of permitted uses in the requested classification is more appropriate as there are a wide variety of homes (i.e. singlewide, doublewide, and site built) in the area. .
 - C. For proposals to re-zone to non-residential districts along major arterial roads: N/A
 1. Is this an expansion of an adjacent zoning district of the same classification?
 2. What extraordinary showing of public need or demand is met by this application?
 - D. Conformity with the Plans:
 1. Land Use Plan – Policy P.11 states the County supports quality development reflecting the spectrum of housing needs from low-end (affordable) residences to high-end (luxury) residences.
 2. Other Plans officially adopted by the Board of Commissioners – N/A

Planning Board recommended approval on a 6-0 vote to rezone from General Use District (GUD) to Mixed Single Family Residential (R2) to include properties identified by PIN's 03-8972-00-23-5612, 03-8972-00-23-2621, 03-8972-00-23-2621, 03-8972-00-23-4364, 03-8972-00-23-3342, and 03-8972-00-23-3679 as it is in compliance with the Land Use Plan and the range of permitted uses in the requested classification are more appropriate than the permitted uses in the existing classification.

Mr. John Green was present to answer any questions from the Board. Mr. Green wished to rezone the property in order to address the need of lower income housing in the County. Approximately 6 acres of Mr. Greens property are currently zoned General Use and he wishes to rezone it as R-2. His daughter wishes to put a Double-Wide Manufactured home on the property in question. Signatures from adjacent property owners have been gathered by Mr. Green, and are on file in the County Planning Office. Vice Chairman Rodney Needham questioned Mr. Green as to where the Home site will be placed on the property.

Staff and Board debated the need to contact all adjacent property owners. Staff member Dan Porter explained the procedure for an application such as this and that all due process will be afforded to both the applicant and the adjacent property owners which include contacting the adjacent property owners and advertising in the local newspaper. In addition, Mr. Porter explained that the Board of Commissioners will evaluate the application with these details in mind.

Planning Board member Calvin Leary made a motion to approve the application based on the staff's recommendation and the finding of facts. Terri Griffin seconded the motion. The motion passed with Chairman James Burnham, Vice Chairman Rodney Needham, members Terri Griffin, Ray Albertson, Calvin Leary and John Aydlett voting aye; none voting no; one absent; none not voting.

Item #2) Special Use Permit Application (UDO 2006-11-24) – Camden County Parks and Recreation – Director Kenny Stuart (Agent for Application)

The following plans were submitted to the Planning board. Dan Porter will speak on behalf of the County Parks & Recreation Director Kenny Stuart who is not at the meeting.

**SPECIAL USE PERMIT
UDO 2006-11-24
Camden County**

Name of Applicant: Camden County
Agent for Applicant: Kenny Stuart – Director Parks & Recreation
Address of Applicant: 117 North Highway 343, P.O. Box 190
File Reference: UDO 2006-11-24
PIN: 02-8935-03-00-3524
Street Address of Property: 175 North Highway 343
Location of Property: Courthouse Township
Flood Zone: Shaded X/AE
Zoning District(s): Community Core District (CCD)
Is a Zoning Change required for the Proposed Use? No
General Description of the Proposal: Publically-owned outdoor athletic fields.
Use Classification: Article 151.334 (Use # 6.220)
Date Application Received by County: November 21, 2006
Received by: Dave Parks, Permit Officer
Application Fee Paid: Waived.
Completeness of Application: Application appears to be complete.
A. Items Needed: None
Documents Received Upon Filing Application or otherwise included:
A. Land Use Application
B. Sight Plan
C. Deed
D. Aerial Photo
Adjacent Property Use: Agriculture/Elementary School/Park Complex
Existing Land Use: Open Land
Lot size: Approximately 31 acres.
Utilities:
F. Does the application include a letter or certificate from the District Health Department regarding septic tanks? Exists.
G. Does the applicant propose the use of public sewage systems? N/A
H. Does the applicant propose the use of public water systems? N/A
I. Distance from existing public water supply system: Approx 1300 feet.
J. Is the area within a five-year proposal for the provision of public water?
K. Is the area within a five-year proposal for the provision of public sewage?

Landscaping

Is any buffer required? Existing.
Is any landscaping described in application:

Findings Regarding Additional Requirements

Endangering the public health and safety: Staff feels that the proposed use will benefit the public health and safety.

Injure the value of adjoining or abutting property: Staff feels that this would have no affect on values of adjoining or abutting property.

Harmony with the area in which it is located: Proposed use is in harmony with the area in which located.

Conformity with the Plans

Land Use Plan – Yes

Thoroughfare Plan – N/A.

Other Plans officially adopted by the Board of Commissioners – N/A

Will not exceed the county's ability to provide public facilities

Schools: – N/A

Fire and rescue – No

Law Enforcement – No

F. Other County Facilities – No

Planning Board recommended approval on a 6-0 vote with the following conditions as recommended by staff:

1. The applicant must strictly abide by all requirements of the Unified Development Ordinance of Camden County, North Carolina, and must also strictly comply with all other local, state, and federal ordinances, laws, rules and regulations as one or more ordinances, laws, rules and regulations may apply to this development.
2. The applicant shall complete the development strictly in accordance with the plans submitted to the Planning Office of Camden County, North Carolina, and contained in the file titled UDO 2006-11-24.
3. No construction shall take place until the county receives an approved Soil and Erosion and DWQ Stormwater Permit from the State.
4. If any of the conditions affixed hereto or any part thereof shall be held invalid or void, then this special use permit shall be voided and have no effect.

Planning Director, Dan Porter, stated that the expansion of the Community Park project requires a Special Use Permit. Funding for the project is provided for by grants as well as local funding. Mr. Porter stated that the Park will include a walking trail, open space, football and a track field, picnic tables with shelters, and playground areas.

Maps and a site plan were provided to the Board. Mr. Porter stated that the following year will be difficult as the construction of the New Intermediate may encroach on the baseball fields, and safety measures will be implemented to protect the public. There is a need for a retention pond and parking needs to be made available.

Vice Chairman Rodney Needham voiced concerns that some of the park programs may take away some of the growth and hard work of the citizens of Camden County. Terri Griffin stated that both the baseball association and citizens of Camden County have been responsible for the growth of the Babe Ruth Baseball program. Mr. Needham stated that his main concern is that there will be a division of programs. Mr. Needham said he feels that unity has been our strength in attracting participants to the program, and that he fears the loss of the fields.

County Manager Randell Woodruff explained that the only reason one of the baseball fields will be lost is due to parking constraints related to the construction of the new school regardless of the initiation of the park program. He also stated that additional land sites are being sought in order to keep participation high. The park project will offer a much better facility. Parks & Recreation Director Kenny Stuart is working to get lighting for the fields, and a great effort to improve opportunities for the youth in Camden County is being pursued. Every effort will be made to work with the organizations in the community in order to capitalize on the assets and strength in the community.

County Manager Woodruff explained that the park will be able to be utilized for the High Schools needs as well.

Mr. Porter stated that this project is a tremendous opportunity to provide the community with a variety of community amenities for all the citizens of the community.

Terri Griffin made a motion to accept the recommendation presented by the staff. Ray Albertson seconded the motion. The motion passed with Chairman James Burnham, Vice Chairman Rodney Needham, members Terri Griffin, Ray Albertson, Calvin Leary and John Aydlett voting aye; none voting no; one absent; none not voting.

Item from Board and Staff

Item #1) 2007 Planning Board Calendar

Staff noted some errors in the dates and will correct them.

Item #2) Smart Growth Scorecard (34 pages)

Staff provided handouts for discussion. The staff wished to review the possibility of a R-4X Zone. The staff reviewed the information contained in the Smart Growth Scorecard. Planning Director Dan Porter summarized some of the pages that are not necessary or difficult to answer due to the particular needs and status of Camden County.

Item # 3) Planning Process

Dan Porter gave a handout concerning the planning process criteria needed for Camden County. Dave Parks provided a sample of a Sketch Development Plan for Camden County dated 1982 showing the importance of the planning process. Discussion were held between staff and Board.

Item #4 Goals for Planning Process

Staff stated that they recommend a professional opinion to help facilitate the Smart Growth Goals. Staff recommends that the Planning Board request that the County Commission form a Selection Committee made up of some planning Board members and Commissioners to draft proposals from consulting firms. A request for funds to initiate this proposal is recommended. Staff member Dan Porter stated that he could research the cost of a professional consulting firm.

Calvin Leary made a motion to send a recommendation to the Camden Commissioners to form an Adhoc Committee and funding for professional consulting. Terri Griffin seconded the motion. The motion passed with Chairman James Burnham,

Vice Chairman Rodney Needham, members Terri Griffin, Ray Albertson, Calvin Leary and John Aydlett voting aye; none voting no; one absent; none not voting.

Consider Date of Next Meeting – January 17, 2007

Adjournment

Ray Albertson made a motion to adjourn. Terri Griffin seconded the motion. The motion passed with Chairman James Burnham, Vice Chairman Rodney Needham, members Terri Griffin, Ray Albertson, Calvin Leary and John Aydlett voting aye; none voting no; one absent; none not voting.

Approved: _____
Chairman James Burnham

Attest: _____
Clerk to the Planning Board, Lori Tuss