



**WASHINGTON PLANNING BOARD**  
**Regular Scheduled Meeting**  
**Tuesday, May 28, 2013**  
**7:00 PM**

- I. Opening of the meeting**
- II. Invocation**
- III. Roll call**
- IV. Old Business**
  1. None
- V. New Business**
  1. Preliminary Subdivision Review Moss Landing – Water Street
  2. Oak Ridge Metal Works Site Plan – Page Road
- VI. Other Business**
  1. Itinerant Merchants
- VII. Approval of minutes – March 26, 2013**
- VIII. Adjourn**



# Moss Landing Subdivision

# Moss Landing Architecture

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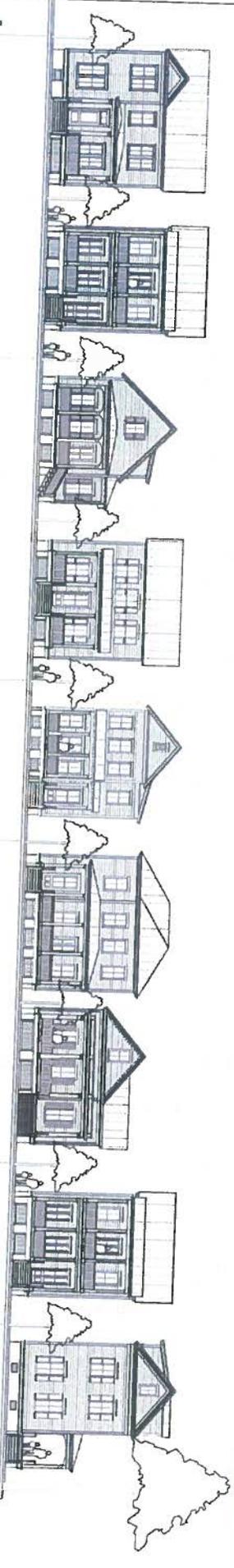


# Moss Landing Architecture

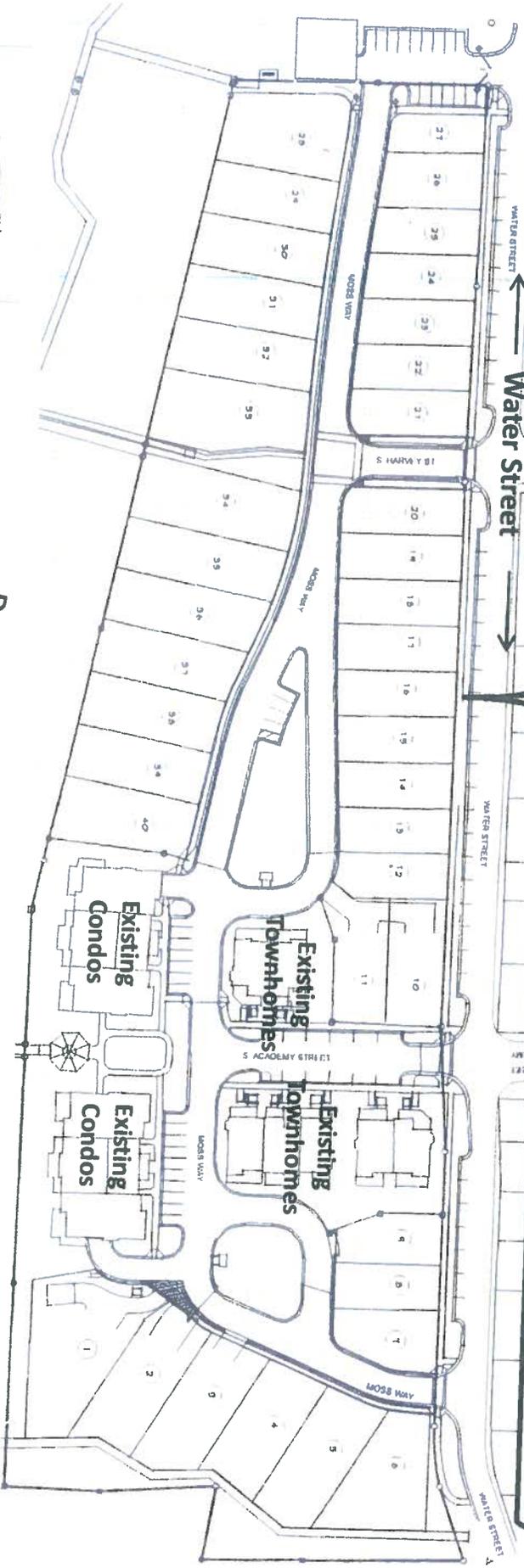
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# Moss Landing - Water Street



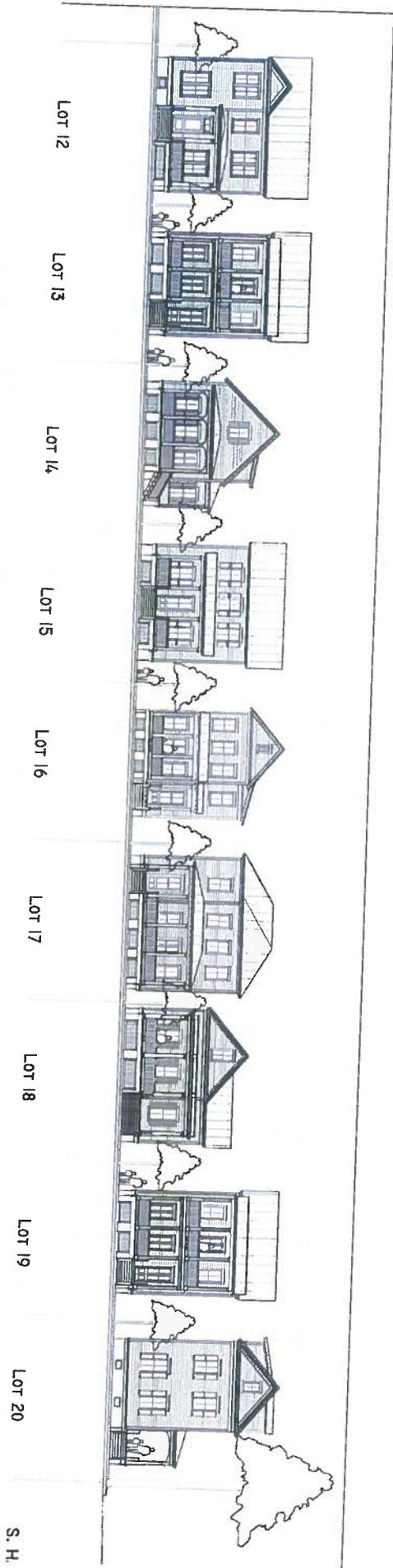
- LOT 12
- LOT 13
- LOT 14
- LOT 15
- LOT 16
- LOT 17
- LOT 18
- LOT 19
- LOT 20



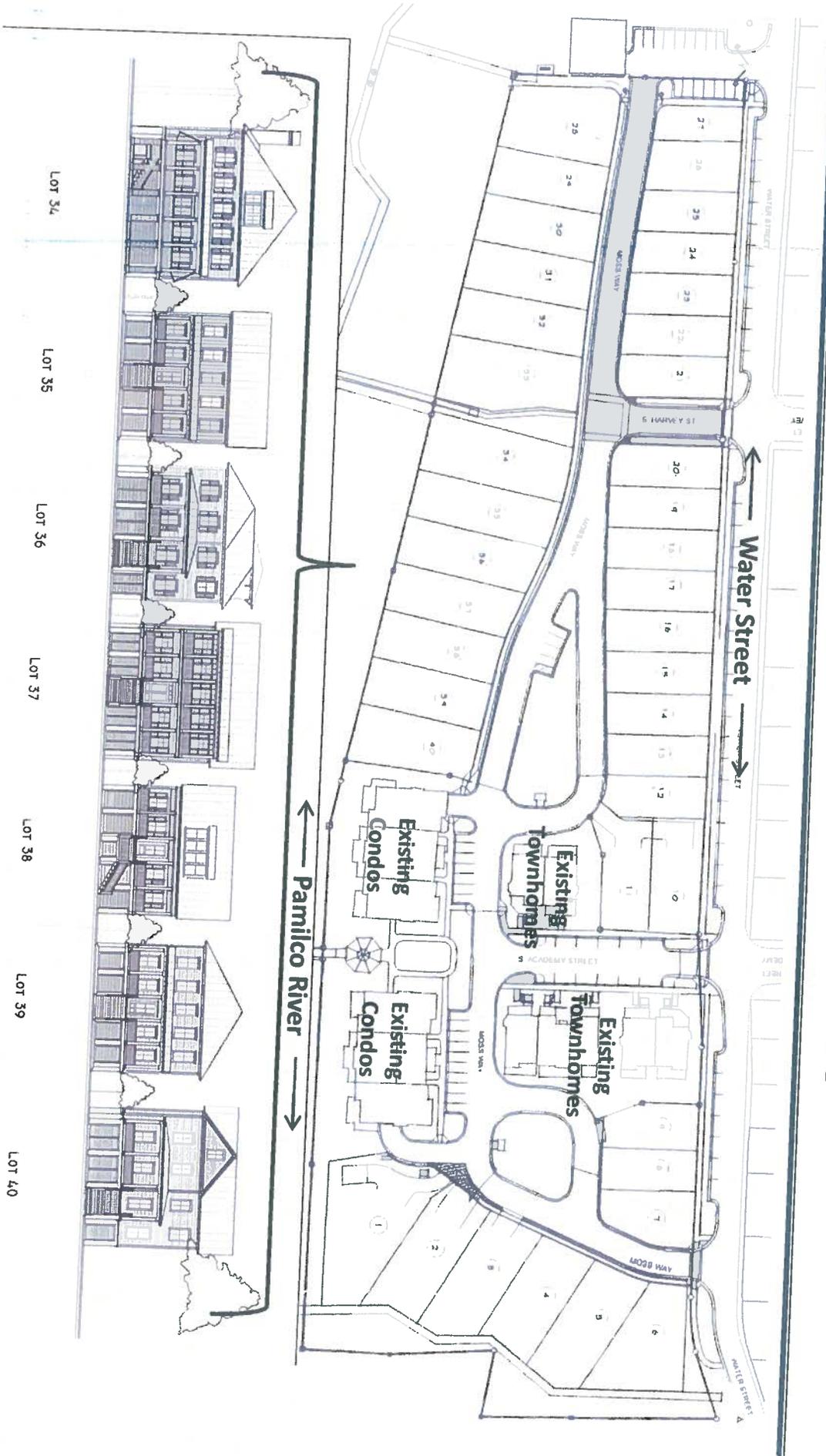
Pamlico River



# Moss Landing – Water Street



# Moss Landing - River Homes



LOT 34

LOT 35

LOT 36

LOT 37

LOT 38

LOT 39

LOT 40



# Moss Landing – River Homes



**F. OWNERS STATEMENT:**

I, Beacon Street Development Company, Inc., being the Agent acting on behalf of the owner request that the attached preliminary plat request of

**Moss Landing - Subdivision**

be placed on the agenda of the Planning Board Meeting scheduled for 5/28/2013.

I understand that failure to address any item in these requirements may result in the preliminary plat request not meeting the minimum submission requirements and said plat shall be returned to me for revision and resubmission; and,

**NOTE: AGENTS ACTING ON BEHALF OF PROPERTY OWNERS MUST COMPLETE THE NOTARIZED STATEMENT FROM THE PROPERTY OWNER WHICH GIVES THEM THE AUTHORITY TO ACT ON THE OWNERS BEHALF.**

I, James Williamson, Manager/Member of Moss Landing Once, LLC, being the Owner of the property described herein, do hereby authorize Beacon Street Development Company, Inc. as my agent for purposes of this application.

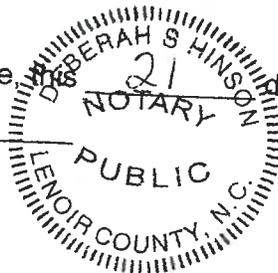
James Williamson  
Signature

5/21/2013

Date

Sworn to and subscribed before me, this 21 day of May, 2013.

Deborah S. Hinson  
Notary Public 2-1-14



**PLANNING STAFF USE ONLY:**

Date Received:     /     /    

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Signature



# Oak Ridge Metal Works Site Plan







# Minutes

**WASHINGTON PLANNING BOARD MINUTES**  
**Regularly Scheduled Meeting**  
**Tuesday, March 26, 2013**  
**7:00 PM**

**Members Present**

Robert Henkel    Steve Moler  
John Tate        Marie Barber  
Dan McNeil

**Members Absent**

Doris Moate  
Jane Alligood

**Others Present**

John Rodman, Community & Cultural Services Director  
Glen Moore, Planning Administrator  
Jessica Selby, Administrative Support

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**I.        Opening of the meeting**

The Chairman called the meeting to order.

**II.       Invocation**

A moment of silent meditation was observed.

**III.      Roll Call**

A silent roll call was taken by staff.

**IV.      Old Business**

1. Non-Residential Building Standards – Draft

Mr. Rodman came forward and presented the Draft. He explained that the City currently has a minimum housing code, but they do not have a commercial minimum code or what they call a non-residential building code. He explained that state statutes do allow Cities to have those codes. Mr. Rodman stated that staff had been working on the draft for a while. He explained that this is the first draft and it came straight out of state statutes from the guidelines that they like them to follow. He stated that this is the first draft and next month staff would like a recommendation from the board so they can take it to council. Dan McNeil asked if the City had a Code Enforcement officer to enforce these standards. Mr. Rodman explained that staff does

have a Code Enforcement Office. He explained that the Code Enforcement officer is not an inspector, but he does enforce the zoning part of the City Code and he also does do very minimum housing inspections. Mr. Rodman explained the minimum inspection process. John Tate asked where staff got the language in the draft. Mr. Rodman explained that most came directly from state statutes and some came from other municipalities. Mr. Henkel recommended that staff take a look at Sec. 6-169 Limitations on Orders and Ordinances; Historic Landmark or Historic District. Mr. Henkel stated that if he is reading the draft correctly it stated that there is nothing they can do in the historic district. He suggested that they elaborate more and include more when it comes to the historic district. He stressed the need to improve some of the commercial buildings downtown. Mr. Tate referred to section 6-179 and explained that the City can impose a civil penalty on owners who fail to comply with an order. Mr. Tate and Mr. Henkel both agreed that the civil penalty amounts were too low and asked staff to address that issue. Mr. Henkel spoke more on the condition of the downtown area and the need for change. He stated that he felt the draft should include the steps that have to be taken to repair the historic district.

#### **V. New Business**

1. A request has been made by Mr. William F. Sheppard to rezone 6 parcels (.987 acres) of property located off West 10<sup>th</sup> Street & Hackney Avenue. The property is currently zoned RA20 (Residential Agricultural) and RMF (Residential Multi-Family) and the request is to rezone the property to B-2 (General Business).

Glen Moore came forward and explained that the request is to go from the current zoning of RA20 to B-2. He referred to a map provided to the board and explained that the property is currently surrounded by B-2 zoning, so it makes sense to have it all consistent through that area considering the uses. Mr. Tate stated that he looked at the aerial view of the area and across 10<sup>th</sup> Street it appears to be Multi-family housing. He stated that he didn't know if it would be appropriate to have B-2 that close to Multi-family housing. Mr. Moore stated that the property does include six parcels and there are certain buffer requirements that would have to be met. Mr. Tate asked if staff had heard from any of the adjoining property owners. Mr. Moore stated that they had not. Mr. Rodman stated that whenever a rezoning is done it is required by state statutes to make sure the rezoning is consistent with the City's current and future Land Use Plan. Mr. Rodman stated that based on the City's future Land Use plan that area should all be commercial. Mr. Tate stated that it is consistent with the Land Use plan and asked the board members to look at their worksheet. The board went through the reasonable findings of fact. Steve Moler stated that he had some concerns with the accessibility to interior lots. He stated that unless there is going to be a designated street then some of the parcels will not have access to 10<sup>th</sup> Street. Mr. Rodman stated that he thought that Mr. Sheppard's plan is to recombine some of these parcels, so there are not six separate parcels.

Mr. Sheppard came forward and explained that he is planning on recombining the parcels so that street front lots are all that he will have. The Board discussed the issue further. Mr. Henkel asked if the combining of the lots should be done before the rezoning. Mr. Rodman explained that as far as the rezoning he does not have to combine the lots, so that will not have to be done as part of the rezoning. Mr. Rodman stated that the City does have a land lock policy that states that you do have to have access. Mr. Rodman then went through the findings of fact with the Board. Based on the maps, Mr. Rodman explained that they should have probably rezoned this property a long time ago. Mr. Moler asked Mr. Sheppard if he was concerned about the surrounding areas and what may go on those lots. Mr. Sheppard stated that he was comfortable with the surrounding area and how it will affect what he plans to put on the lot.

Steve Moler made a motion to recommend approval of the rezoning request upon finding that the application is consistent with all the objectives and policies for growth and development contained in the City of Washington Land Use Plan and Comprehensive Plan. Dan McNeil seconded the motion. All voted in favor and the motion carried.

2. A request has been made that the Department of Planning and Development evaluate a text amendment to revise a portion of Article XVI Signs, Section 40-417 Miscellaneous Restrictions and Prohibitions on Portable Signs of the Code of the City of Washington.

Mr. Moore stated that staff has had some interest from the public to put up temporary offsite advertisement signs. Mr. Moore stated that currently the City does not allow offsite signs; they only allow onsite temporary advertising signs. Mr. Moore stated that the only offsite signs they allow are for non-profits. He stated that staff did some research on the issue from some surrounding Cities and no one allows temporary off premises advertising signs. Therefore he stated that it is staff's recommendation to leave it as it is. However since it was a request from the public, staff wanted to bring the issue to the Planning Board to see if they had any thoughts or concerns. Mr. Rodman explained to the board the situation with a local restaurant that bought this issue onto the table. Mr. Moore stated that if the board wanted to change something in the ordinance staff could draft up something and bring it back to them. Steve Moler stated that he didn't have any problems with the way the ordinance is drafted, but he does think that they need directional signs showing how to get to a certain business by name. The board discussed some of the advertising signs in town that they are concerned about. Mr. Tate stated that he liked the idea of directional or way finding signs. The board discussed allowing way finding signs but implementing time limits and standards.

Dan McNeil made a motion to leave the Sign ordinance as it is. His motion was seconded by Bob Henkel. All voted in favor and the motion carried. The Board also challenged staff to find other ways to provide directional signs or way findings signs.

## VI. Other Business – Discussion

1. Comprehensive Plan

Mr. Moore presented the Board with the final copy of the comprehensive plan and informed the board that the City Council did adopt the new plan with their changes at their last meeting. He explained that it will be used for the next 10 years. The board discussed the final draft of the comprehensive plan.

Bob Henkel stressed the need for the City to have a plan to help the problem with the vacant buildings in the downtown area.

2. Unified Development Ordinance

Staff did not have any updates on the Unified Development Ordinance.

**VII. Approval of Minutes – January 22, 2013**

Dan McNeil made a motion to approve the January minutes. Marie Barber seconded the motion. All voted in favor and the January minutes were approved.

**VIII. Adjourn**

There being no other business Dan McNeil motioned to adjourn. His motion was seconded by Marie Barber. All voted in favor and the meeting was adjourned.