

**Draft**

**Planning and Zoning Board**

**Minutes**

**Thursday, August 18, 2016**

**5:30 p.m.**

The Blowing Rock Planning and Zoning Board met on Thursday, August 18, 2016 for their regularly scheduled meeting. Chairman Harwood called the meeting to order at 5:30 pm. Members present were Kim Hartley, Natalie Bovino, Genie Starnes, Mike Page, George Ellis, Wes Carter and Joe Papa. Member Lisa Stripling was absent. Staff members present were Town Manager Scott Fogleman, Planning Director Kevin Rothrock, and Planning & Zoning Support Specialist Tammy Bentley.

Chairman Harwood asked if there were changes to the agenda. *Mr. Page made a motion to accept the agenda as presented, seconded by Ms. Bovino.* **All members were in favor of the motion.**

Chairman Harwood asked if there were any changes to the June 16, 2016 meeting minutes. There were none. *Mr. Papa made a motion to approve the minutes, seconded by Mr. Ellis.* **All members were in favor of the motion.**

**CUP 2016-02 My Mountain Home – Retail**

Mr. Rothrock gave the staff report and PowerPoint presentation. Ms. Janelle Havner is requesting a conditional use permit to convert the former Christian Science Church to a retail business. The subject property is located at 120 Maple Road but the building fronts Valley Blvd. The property is zoned GB, General Business and is located in the WS-IV-PA water supply watershed. The property is further identified by Watauga County PIN 2817-17-2684-000.

Site access will be through a driveway cut onto Valley Boulevard on the north side of the building. This access will be an entrance only and vehicles will exit to the back of the building via Maple Road onto Sunset Drive. Access will also be possible from Sunset Drive to Maple Road.

Based on the building square footage and proposed use eight (8) parking spaces are required. Angled parking will be constructed on the north side of the building and along the back of the building yielding either 5 or 6 spaces including an ADA van accessible space. There is not enough room on the property for the required 8 spaces. The majority of the paved area on the south side of the building is Town right-of-way and has been used for overflow parking in the past. This could serve as occasional overflow parking.

Storm water can be directed in the proposed parking lot to the NCDOT drainage system along Highway 321. Detailed drainage plans have not been submitted. Any additional impervious surfaces must be offset by new pervious areas or a storm water detention system must be designed to collect run off.

There is an existing hemlock screen along the north side of the property that buffers the adjacent car lot. This screening is overgrown and impedes the access drive. Staff recommends removing the hemlocks and replacing the landscaping if the adjacent property owner is in agreement.

The applicant is proposing a few changes to the existing building including exterior paint colors and replacing the roof with metal standing seam. The applicant is proposing placing a weathervane on the steeple. Mr. Rothrock shared a color board showing the proposed exterior changes.

Mr. Rothrock gave each Board member a letter from Mrs. Sparks, resident of 137 Maple Road.

Chairman Harwood asked if the primary building color is the green color on the board. Mr. Rothrock confirmed.

Mr. Papa said that he is worried about traffic at Mrs. Spark's garage and asked if there is any way to keep traffic off Maple Road. Mr. Rothrock said there is no left turn into the property and that one driveway is better than two. Mr. Rothrock added that there are no proposed parking spaces outside the property line. Mr. Page asked if there is enough room for 3 parking spaces without going onto Maple Road. Mr. Rothrock confirmed.

Mr. Carter asked if the eight required spaces include the ADA space. Mr. Rothrock confirmed. Mr. Carter asked if the requirement is seven spaces and one ADA space. Mr. Rothrock confirmed. Mr. Carter asked if the purpose of the larger end of Maple Road is for turning around. Mr. Rothrock said he thinks it is.

Chairman Harwood asked, from the Town's perspective, what are the ramifications of not having two spaces. Mr. Rothrock said he assumed the church used the area for turning around and for parking. He added that if the applicant can't provide eight spaces it is up to the Board and Town Council to provide relief.

Ms. Bovino asked if the issues are reducing the number of parking spaces and the buffer. Mr. Rothrock confirmed. Mr. Rothrock said that the Town could install signage if parking in the turn-around area is a problem.

Chairman Harwood asked where the buffer is located. Mr. Rothrock said it is located on both properties. Mr. Papa asked if Ron Cambria can agree to any buffer changes. Mr. Rothrock confirmed. Ms. Bovino asked how much buffer is required. Mr. Rothrock said code requires an 8' broken screen buffer. He added that the current buffer is overgrown and that these trees can be trimmed. Chairman Harwood asked how the landscaping will be handled. Mr. Rothrock said through the permitting process.

Ms. Hartley asked how the parking works. Mr. Rothrock said the parking requirement has changed because the use has changed. He added that many churches in town do not have enough parking.

Mr. Carter asked what the parking requirement would be for other uses, like office. Mr. Rothrock said the requirement would be the same.

Mr. Ellis asked if this a high-volume or low-volume usage and noted that the lot is what it is.

Ms. Bovino said this doesn't matter if the CUP is granted. Mr. Rothrock said that the CUP can specify the usage and that sales of large bulky items would require four spaces only, but that is not practical for this site.

Ms. Janelle Havner, applicant, addressed the Board. Ms. Havner told the Board that she has 30 years retail experience and that she and her husband have had a second home here for years and have just completed their retirement home. She said that the store would have small accent pieces and gifts. She may add interior decorating in the future. She also plans to offer 'luxury country' furniture by local craftsmen. She said that My Mountain Home has been a long time goal. She added that there will be very few changes to the interior of the building; that most changes will be site changes to add parking. She added that the rear wall can be moved closer to the building to make more room for parking there. Ms. Havner said that she prefers to have all parking on the property and not use the overflow parking.

Ms. Hartley asked where the main entrance will be. Ms. Havner said along the north side. Ms. Hartley asked how the back spaces will access the entry. Ms. Havner said they would walk to the north side of the building and they will install any necessary signage.

Ms. Havner said that she spoke with Mr. Ron Cambria, owner of the car lot to the north of the property, regarding the existing landscape buffer. She said that Mr. Cambria wants to sell his property and that she does not think that he wants to incur any cost for the buffer. She added that he is ok with trimming the existing landscaping. Chairman Harwood asked if Mr. Cambria would approve removing the hedge. Ms. Havner said that he was not opposed to removing the hedge, but that he did not want to pay for the removal.

Mr. Carter asked the size of the delivery trucks. Ms. Havner said deliveries would be made via UPS and FedEx and regular size pick-up trucks. She added there would be no deliveries via tractor-trailers.

Mr. Carter asked if she would agree to no large delivery trucks as an added condition and asked if she is open to using no parking signs. Ms. Havner said that she and Mr. Rothrock had discussed adding no parking signs.

Chairman Harwood asked if roll-out cans would be used for garbage. Mr. Rothrock confirmed. Chairman Harwood asked where the cans would be stored. Ms. Havner said

they could be stored between the building and the rock wall or where the half-bath juts out of the south side of the building. Chairman Harwood said he would like to see the cans stored out of the view of the residences on Maple Road.

Chairman Harwood asked if there would be additional A/C units installed. Ms. Havner said no.

Chairman Harwood opened the meeting to public comment.

Ms. Linda Cooke of 115 Maple Road spoke. She said that this was their neighborhood and their homes and that she is very concerned with traffic and parking, including employee parking. She wishes Ms. Havner success but said that there is not room to grow at this location. Ms. Cooke said that they all love the church and realize that it is gone, but the church generated traffic one day a week and for a limited time.

Mr. Greg Buchanan, Realtor, spoke. He said he was there representing the neighbors interests. He said that if this happens they may not be able to sell their houses. He said Mr. Cooke would be speaking, but he had passed away recently. He asked if eight parking spaces are required where will the employees park. He added that the wall is there to detour water around the back of the building. If the wall is moved, the water will still have to be detoured. He also said the he is concerned that the driveway cuts do not meet DOT rules.

Mrs. John Butler said she wanted to see a cedar shake roof. Ms. Cooke said she is concerned with the hemlocks being removed.

Mr. John Butler of 145 Maple Road said his biggest concern is the overflow parking, trash pick-up and recycling. He added that they won't be able to travel as they usually do.

Mrs. Butler said the church is a landmark and has been there for a long, long time. She asked if this is an historical site and how much of it can be preserved. She added that the look, character, and dignity that of the church represents Blowing Rock.

With no further public comment *Ms. Hartley made a motion to close the public comment, seconded by Mr. Papa. **All members were in favor of the motion.***

The Board discussed balancing the concerns of the neighbors with the goals of the applicant with ingress, egress and parking being the main concerns.

Mr. Rothrock said if the building is 1450 square feet seven parking spaces are required. Mr. Ellis said he measured the building and he arrived at 1635 square feet. Mr. Rothrock said that any overage beyond the 35' turning radius could be marked for additional parking.

Mr. Ellis noted that the drainage has not yet been finalized. Mr. Rothrock said it would be designed to meet code. Mr. Carter asked if storm water runoff for additional

impervious surfaces will be needed. Mr. Rothrock confirmed, but added that it will not be big.

Ms. Pam Vines, Listing Agent for the property, said that prior to the road construction there was one driveway and now there are two. She added that this allows garbage trucks and other traffic to exit onto Highway 321 on the south side of the building. Mr. Rothrock asked Ms. Havner if she planned to use the south exit. She said no.

The Board discussed the best way to access the site.

Chairman Harwood asked Mr. Rothrock if there were plans to stripe the 'overflow' parking. Mr. Rothrock confirmed and said this may yield two or three parking spaces. Chairman Harwood asked if this would change the shortage of parking spaces the applicant can provide. Mr. Rothrock said no.

Ms. Hartley asked where the guests and visitors for the residences park. The neighbors said they park in the cul-de-sac.

Mrs. Cooke stated that Maple Road is too narrow for two way traffic. Mr. Carter asked if the width of Maple Road would be 20' feet if parking is added to the rear of the building. Mr. Rothrock confirmed and added that code requires 18' in width. Mr. Carter asked if Maple Road is paved to Valley Boulevard. Ms. Havner said it is not completely paved. Mr. Carter asked if it could be used as an exit. Ms. Havner stated that she has used it as an exit.

Mr. Carter asked if the access could be circular, in on the north side and exit on the south side. Mr. Rothrock was not sure. Mr. Carter asked the applicant if she would agree to using the south side as an exit, if it could be widened to accommodate this use. Mr. Carter asked Mr. Rothrock the required width. Mr. Rothrock said 10 or 12 feet. Mr. Page asked if there would be any additional parking at the exit. Mr. Rothrock asked Ms. Havner if the survey is current. Ms. Vines said that the survey is current as of December, 2015. Ms. Havner said the hill on the south side is steep, but she may be able to add a couple parking spaces there. She added that she is ok with looking at this in the future.

Mr. Page asked if there is potential for additional parking. Mr. Rothrock said potentially, yes.

Ms. Havner said she would love it if the building is 1600 square feet, but that she has measured it 3 times and gotten 1395 square feet. Ms. Vines said the building has 1411 square feet measured from the exterior. Ms. Havner said she was very comfortable with 1400 square feet.

*Chairman Harwood made a motion to approve and forward the request as presented to the Town Council.*

Ms. Starnes asked that screening of garbage be added. Mr. Carter asked that no dumpster and screening of any A/C units to be added. Ms. Havner said the A/C unit is below the rock wall and is currently screened. Mr. Carter also asked that delivery trucks

be restricted to UPS/FedEx size vehicles, that no parking signs be placed in the cul-de-sac, and that the Town confirm that the south side exit is a true exit.

*Chairman Harwood made a motion to approve and forward the request, amended to include these conditions,*

1. Garbage containers will be screened.
2. Dumpster(s) will not be allowed.
3. Delivery trucks will be no larger than UPS/FedEx trucks.
4. No parking spaces will be placed in the cul-de-sac.
5. The Town will confirm that the south side exit is a true exit.

*to the Town Council. Seconded by Ms. Bovino. **All members were in favor of the motion.***

### **CUP 2016-03 Sunny Side Child Development Center**

Mr. Joe Papa asked to be recused as he is the landlord for this building. All members were in favor of his request.

Mr. Rothrock gave the staff report and PowerPoint presentation. William and Amber Fairbetter are requesting a conditional use permit to convert a portion of the commercial building at 8100 Valley Blvd to a daycare center. The daycare center is being designed for occupancy for up to 30 children. The property is zoned GB, General Business and is located in the WS-IV-PA water supply watershed. The property is further identified by Watauga County PIN 2817-06-8485-000. Mr. Rothrock added that the applicants received a conditional use permit in 2011 to operate a daycare at 393 Skyland View Drive, which is limited to eight children.

The Land Use Code requires a total of 12 parking spaces, including one van-accessible parking space. There is a van-accessible space along the north side of the building with direct access to a ramp at the front entry along with some paved, marked spaces. Additional parking will be located on the side and rear of the building in the gravel portion of the lot. These spaces can be used by Papa Joe's restaurant during lunch hours.

A playground area will be fenced and secured behind the building. There are additional NC State Building Code requirements that have to be satisfied for daycare operations.

Mr. Page asked if there 12 parking spaces. Mr. Rothrock said there is plenty of parking. Mr. Page asked for confirmation that parking is not an issue. Mr. Rothrock said it is not an issue, but that handicap spaces must be paved with access to the ramp.

William Fairbetter, applicant, addressed the Board. He said that the only issue at their current location is parking. He added that this location fixes that and benefits the residents of Skyland View Drive. He said they have been searching for 18 months for a new location and that this is the best option.

Chairman Harwood asked about the pick-up and drop-off traffic flow. Mr. Fairbetter said traffic will enter by Papa Joe's and exit onto Church Street. He said that drop-off is between 7:30am and 9:00am and that pick-up was between 4:00pm and 5:30pm, and that there is ample parking in the rear.

Mr. Rothrock said that the existing handicap spaces satisfy code.

Chairman Harwood opened the meeting to public comment.

There was no public comment.

*Mr. Page made a motion to close the public comment, seconded by Ms. Starnes. **All members were in favor of the motion.***

Mr. Carter noted that the driveway in front of the building is plenty wide for 2 way traffic and that there is lots of parking in the back of the building that is rarely used.

Ms. Hartley said it would be great if the day care moved from its current location.

*Ms. Hartley made a motion to approve and forward to Town Council as presented, seconded by Mr. Page. **All members were in favor of the motion.***

With no further business, *Ms. Hartley made a motion to adjourn the meeting, seconded by Ms. Starnes. **All members were in favor of the motion.***

Chairman Harwood adjourned the meeting at 7:15 pm.

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Chairman David Harwood

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Tammy Bentley  
Planning & Zoning Support Specialist