

TOWN OF FUQUAY-VARINA
PLANNING BOARD REGULAR MEETING
August 15, 2022

CALL TO ORDER

Chair Andy Petty called the regular meeting of the Fuquay-Varina Planning Board to order on August 15, 2022, at 6:00 p.m. Attendees were participating both virtually and in person.

Board Members Physically Present: Andy Petty (Chairman)
Ed Ridpath
Katherine Townsend
Alex Rickard
Barbara Marchioni
Jim Chandler

Board Member(s) Absent: Jay Adcock
Michelle Peele

Others Physically Present: Planning Director Pam Davison
Assistant Town Manager Jim Seymour
Town Attorney James Adcock
IT Director Scott Clark
Assistant Director Melissa Sigmund
Clerk Eva Mayfield
Senior Planner Josh Jurius
Planner Toby Fidler
Planner Allison Wylie
Planner Grant Vestal

PLEDGE OF ALLEGIANCE

Chair Andy Petty led the Pledge of Allegiance.

APPROVAL OF THE MINUTES

Agenda Item No. 2. A: – Approval of the Minutes from the July 18, 2022, Planning Board Meeting.

Purpose - The purpose of this agenda item is to consider approval of the minutes from the Planning Board meeting on July 18, 2022.

Chair Andy Petty asked if everyone had a chance to review the minutes from July 18, 2022, Planning Board meeting and if any corrections were requested.

There were no corrections requested.

Chair Andy Petty requested a motion to approve the July 18, 2022, Planning Board Meeting minutes.

Motion – Approve the minutes from the July 18, 2022, meeting of the Planning Board as presented and recommended.

MOTION: Ed Ridpath
SECOND: Barbara Marchioni
MOTION RESULT: Motion Passed 6-0

HYBRID MEETING INSTRUCTIONS

Chairman Andy Petty announced that there were no public hearing items on the agenda, therefore, no hybrid meeting instruction were given.

OTHER BUSINESS

Agenda Item No. 5. A: Preliminary Subdivision Plat – Holston Subdivision - SUB-PR-2021-13.

Purpose – The purpose of this agenda item is to consider a preliminary subdivision plat submitted by Underfoot Engineering for Holston Subdivision located at 2406 Fleming Road.

Staff Comments – Planning Director Pam Davison entered the agenda abstract and supporting documents for this agenda item into the official record of the Town.

Recommendation – Recommend approval of the Holston Subdivision preliminary subdivision plat SUB-PR-2021-13, as presented, and recommended.

Mr. Petty asked Planning Director Pam Davison if there was an administrative adjustment.

Mrs. Davison stated that an administrative adjustment had been granted to the block length to avoid additional environmental impacts on the loop road.

Planning Board Member Jim Chandler asked Mrs. Davison about flood hazard soils and if they differed from what the Wake County GIS showed for flood hazard soils.

Mrs. Davison stated that the flood hazard soils were not shown when the submittal was initially made. She said that Staff then requested that they show them and assumed they obtained them from the USDA, per what is indicated on the notes.

Mrs. Davison explained that for an open space subdivision, no environmental features may be included on a future subdivision lot, so the engineers will remove anything with flood hazard soils. She stated that the Director of Engineering, Matt Poling stated that they would still do a backwater analysis at the construction documents stage for any crossings. She stated that Mr. Poling advised that the soil survey was not needed at this time because the project was under the five (5) acre drainage area.

Mr. Chandler asked if this item is approved and if they get to the flood study or the backwater analysis at the construction documents stage of the development process, and if they find that something has changed, would they have to revise the preliminary plan?

Mrs. Davison stated that it depends on what changes. She stated that there are five (5) conditions that constitute a major subdivision amendment. If they have one of those five (5), they will have to go back to the Board for approval. If they were making minor adjustments based on environmental conditions, for example, increasing the acreage of open space, then those changes may be handled administratively. She stated that the last LDO Amendment allowed for a 10% plus or minus adjustments for acreages. She stated that if Staff deems that it still meets the intent of the subdivision and continues to meet all the minimum standards, Staff can approve changes administratively. *Mrs. Davison* reiterated that if there is a major change, they will have to amend the preliminary plan, which is a risk they take.

Mr. Petty asked Staff if this was the one that the offsite sewer through the property that ties into the Avery Crossing subdivision.

Mrs. Davison stated that was correct. Moving forward, Staff is postponing the utility allocation at the September Town Board meeting or whenever this item goes to Town Board so that further analysis can be done.

Mr. Petty asked if the Developer has to get the easement that is offsite recorded before they can get the utility allocation or how would Staff treat the offsite easement?

Mrs. Davison stated that they purchased that property.

Planning Board Member Alex Rickard asked Staff about the Town's Transportation Plan. He stated that there is a requirement for a road to be built in the development, making two (2) connections.

Mrs. Davison agreed.

Mr. Rickard asked how the Town updates the Transportation Plan. He wondered if it gets updated once this project gets platted through Wake County, or does it automatically get updated into the Transportation Plan?

Mrs. Davison stated that it will be updated when Staff does the updated CTP plan. She stated that anytime Staff has done an update to the CTP Plan, Staff has combed through and updated any of those connections that have been made.

Mr. Rickard stated that the question was not specific to this subdivision but about the general process.

Mrs. Davison stated that, in this case, it is a bonus step. She stated that they would not necessarily update the CTP to show two (2) connections required unless Staff felt those two (2) connections going in different directions were needed. She stated that it would satisfy a portion of the one shown on the CTP plan today.

Planning Board Member Ed Ridpath asked if Staff would replace the dashed roads showing in the current CTP with the actual roads when Staff updates the CTP.

Mrs. Davison stated that Staff would wait until that was a recorded platted road and would not remove it during the development process. She explained that every time Staff does a big update, they will comb through and ensure that all dashed roads are replaced with where the actual roads are. She stated that the dashed roads may not be in the same location. Staff will adjust the line to where the road is physically constructed.

There were no further questions for Staff.

Mr. Petty asked the Board for a motion.

Motion – Recommend approval of the Holston preliminary subdivision plat SUB-PR-2021-13, as presented, and recommended.

MOTION: Barbara Marchioni
SECOND: Katherine Townsend
MOTION RESULTS: Motion Passed 6-0

Agenda Item No. 5. B: Introduction of New Staff.

Purpose – The purpose of this agenda item is to introduce new Town Planning Department staff to the Planning Board.

Staff Comments – *Planning Director Pam Davison* introduced new Town Planning Department Staff to the Planning Board, stating that Tobias Fidler recently joined the Town's Planning Department as the new Planner I in Current Planning. He joined the Town from the private sector, where he spent the past three (3) years gaining experience in plat mapping and route planning for dry utilities. He also has experience in ArcGIS and AutoCAD and a Bachelor's degree in Geography from Frostburg State University.

Recommendation – Receive as Information - No Action Required

ADMINISTRATIVE REPORTS

Agenda Item No. 6. A: Planning Staff Report

Purpose – The purpose of this agenda item is to receive information on the disposition of the Planning Board's recommendations to the Town Board of Commissioners since the July 18, 2022, Planning Board meeting.

Recommendation – No Action Required – Receive as Information

ADJOURN

A motion was made to adjourn the meeting at 6:10 p.m.

MOTION: Barbara Marchioni
SECOND: Ed Ridpath
MOTION RESULTS: Motion Passed Unanimously 6-0

FUQUAY-VARINA, NORTH CAROLINA



Andy Petty, Chair

ATTEST:



Eva Mayfield, Clerk