

**MEETING OF THE  
GREENSBORO PLANNING BOARD  
FEBRUARY 15, 2017**

The Greensboro Planning Board meeting was held on Wednesday, February 15, 2017 at 4:02 p.m. in the Council Chamber of the Melvin Municipal Office Building. Board members present were: Marc Isaacson, Chair, Richard Bryson, Day Atkins, Homer Wade, John Martin, Richard Mossman, Danielle Brame, Steve Allen. City staff present included Steve Galanti, Hanna Cockburn, Sheila Stains-Ramp, Shayna Thiel, Nicole Smith, Lucas Carter, Cynthia Blue and Valerie Moore. Also present was Andrew Kelly, City Attorney's Office.

Chair Isaacson welcomed everyone to the meeting and explained the procedures of the Planning Board.

**1. MEETING MINUTES:**

**A. Approval of Minutes of January 18, 2017 Planning Board Meeting (APPROVED)**

Mr. Bryson moved to approve minutes of the January 18, 2017 meeting, as submitted, seconded by Mr. Martin. The Board voted unanimously (7-0) in favor of the motion. (Ayes: Isaacson, Bryson, Atkins, Brame, Mossman, Wade, Martin. Nays: None.)

Mr. Allen arrived at 4:08 for the remainder of the meeting.

**2. PUBLIC HEARING:**

**A. Land Development Ordinance (LDO) Text Amendment:**

Amendment to Section 30-11-5, Table 11-1 of the LDO to reduce the parking requirement for townhouses having 400 square feet or less. **(RECOMMENDATION IN FAVOR)**

**Presentation:** Nicole Smith, Senior Planner, stated that the text amendment would reduce the parking requirement for townhomes with a gross floor area of 400 square feet or less from 2.1 parking spaces per townhouse unit to 1 parking space per unit, along with 1 additional space for the project. The proposal is based on the idea that a small unit is not likely to generate the same parking demand per unit. She noted staff had contacted the Neighborhood Congress, which expressed no concerns with the change. She requested that the Planning Board recommend in favor of the text amendment.

Chair Isaacson asked if there was anyone wishing to speak on this matter.

**Public Comments:** Teri Hammer, 1817 Madison Avenue, stated that she urged the Planning Board to recommend in favor of this text amendment so there will be some flexibility for development of innovative solutions to provide affordable housing.

There being no other speakers on this matter, the Chair closed the public hearing.

**Board Comments**

Chair Isaacson stated that he supported flexibility in meeting community housing needs, and if the change to parking standards helped accomplish that he was willing to support the amendment. Mr. Mossman

stated that he also would support the request as it does not seem unreasonable. Mr. Atkins asked if this was related to the 'tiny homes' projects the Board had had other items on; Ms. Smith stated that it would apply to similar projects but was not project specific. Mr. Martin asked if other communities were found to be doing something similar; Steve Galanti, Planning Co-Manager, responded that while he had not found communities with a similar provision, the parking ratio matches our accessory unit parking requirement and seemed a workable ratio. Mr. Wade noted that multifamily requires only 1.25 sp per bedroom, a 400 sf townhome was likely no more than 1 bedroom, so from that perspective this was also within reason. Mr. Bryson questioned whether 1 additional space per project was sufficient. Mr. Mossman commented that from a demand standpoint it will be the market that answers the question ultimately. Mr. Martin noted the change appeared to be a proactive move.

Mr. Martin moved to recommend approval of the proposed text amendment, as presented by staff, seconded by Mr. Mossman. The Board voted unanimously (8-0) in favor of the motion. (Ayes: Isaacson, Allen, Bryson, Atkins, Brame, Mossman, Wade, Martin. Nays: None.)

### **3. UPDATE ON LOW INCOME HOUSING TAX CREDIT (LIHTC) APPLICATION PROCESS (FOR INFORMATION)**

Valerie Moore, Neighborhood Development, presented a briefing on the LIHTC application process, indicating the deadlines and anticipated dates for events in the process. She noted that in addition to federal HOME monies, this will be the first opportunity to use funds from the recently authorized \$25 million Housing Bond, with approximately \$3 million to be available. March 3 will be the application deadline, after which the Review Team will review applications, make site visits and develop their recommendations for project funding. These will be brought to the Planning Board for a recommendation for Council consideration. The current schedule has the recommendations coming to the Planning Board at the March meeting, then Council making a decision April 18 and the final applications going to the NC Housing Finance Agency in May. The Housing Finance Agency is scheduled to make their decisions in August.

Ms. Moore noted that preliminary applications for 5 projects were received in January and it is expected that all 5 will submit for City funding. She also stated that projects submitted for other financing are also active.

### **4. 2017-2018 ANNUAL ACTION PLAN BRIEFING (FOR INFORMATION)**

Cynthia Blue, Neighborhood Development, presented a briefing on the 2017-2018 Annual Action Plan. She noted that the Planning Board will hold a public hearing to take public comment on the Action Plan in March, and her briefing was intended to build the Planning Board's familiarity with the programs and process. She noted the City receives federal funds as a direct allocation from the Department of Housing and Urban Development (HUD), referred to as Formula Grants or Block Grants for entitlement programs. They are not competitive programs, however to be eligible the City must file a Consolidated Plan which outlines the needs in the community for housing and community development every five years. Each year there is an Annual Action Plan detailing the proposed uses for the funds, and an Annual Accomplishments Report, known as CAPER. She noted the four main federal programs from which funding is received, and outlined the ways the funds are used, for neighborhood infrastructure, economic development, housing

rehabilitation, and community services. Ms. Blue also noted that the budget the Board will see in March will involve debt repayment for the CDBG fund allocation borrowing done for work in Willow Oaks and the South Elm Brownfields area.

Ms. Blue also noted the funding through the Housing Investment Partnership and the HOME program, for the production and preservation of affordable housing and assistance to homebuyers. Housing Opportunities for Persons with Aids and the Emergency Solutions Grant, targeted to homeless housing assistance programs, are the other three federal funding programs.

Ms. Blue stated the Annual Action Plan must be submitted to HUD by May 15<sup>th</sup>. Grant Award notifications are expected in February and are typically around \$3.5 million. No impacts due to the changes in federal administration are anticipated this year, but changes in subsequent years are a question. She stated that the Planning Board will hold a hearing in March for public comments on the Annual Action Plan, there will be a 30-day comment period and then City Council will hold a second public hearing in April, followed by plan submission to HUD.

Chair Isaacson and Mr. Wade asked to be recused from items 5 and 7. Vice Chair Allen chaired the meeting for those items.

## **5. GENERALIZED FUTURE LAND USE MAP (GFLUM) AMENDMENT: (COMMENTS)**

### **A. 2751-2767 Horse Pen Creek Road, from Low Residential and Mixed Use Commercial to Moderate Residential**

Hanna Cockburn, Planning Manager, presented the proposed GFLUM amendment, requested in conjunction with a rezoning request for cited property. She noted the relevant definitions for the existing and proposed GFLUM categories, and that the Horse Pen Creek corridor has been experiencing significant development growth pressure over the last several years and the Planning Board had provided comments on a number of projects in the vicinity at recent meetings.

#### **Board Comments:**

Vice Chair Allen asked if the Board members had any questions or comments. Mr. Martin stated that the proposed amendment seems to make sense for how that area is growing. Mr. Allen stated he agreed the transition seemed appropriate for the area. Mr. Atkins stated he also agreed this was consistent.

## **6. EASEMENT RELEASES (FINAL DECISIONS)**

### **A. Proposed release of a portion of a 10' utility easement located at 4228 Studio Lane, as recorded in Plat Book 88, Page 106. (APPROVED)**

Shayna Thiel, Planner, stated that all the utility companies have reviewed the request and have no objection to the release.

Mr. Bryson moved approval of the easement release as presented by staff, seconded by Mr. Allen. The Board voted unanimously (8-0) in favor of the motion. (Ayes: Isaacson, Allen, Bryson, Atkins, Brame, Mossman, Wade, Martin. Nays: None.)

**B. Proposed release of the western portion of a 20' utility easement along the eastern property line located at 7807 Airport Center Drive, as recorded in Plat Book 73, Page 106. (APPROVED)**

Shayna Thiel stated that all the utility companies have reviewed the request and have no objection to the release. She noted this site had had an earlier release, and after that action one of the utility companies had agreed to an additional change, so the matter had to come back to the Board.

Mr. Bryson moved approval of the easement release as presented by staff, seconded by Mr. Allen. The Board voted unanimously (8-0) in favor of the motion. (Ayes: Isaacson, Allen, Bryson, Atkins, Brame, Mossman, Wade, Martin. Nays: None.)

**7. STREET CLOSING: (RECOMMENDATION)**

**A. PL-(P) 17-04: Proposed closure of a portion of Bain Street, a 43.47 foot wide right-of-way, from rail right-of-way eastward a distance of approximately 155 feet (0.155 acre/6,764 sf)  
(RECOMMENDATION IN FAVOR)**

Mr. Isaacson and Mr. Wade were recused from this matter.

Lucas Carter, Planner, stated that the requested closing was for a portion of Bain Street, a dead-end roadway. He reminded the Board of the findings that must be made to close a street, i.e., that closing the street to vehicular traffic is not contrary to the public interest, and that no property owner in the vicinity is deprived of reasonable means of ingress and egress. He noted the Technical Review Committee (TRC) had reviewed and recommended approval of the street closing, with two conditions: The City shall retain 20' utility easements over existing utility lines until such time as the lines are no longer needed for public use; and that the applicant shall dedicate to the City of Greensboro a 20' access and emergency vehicle turn-around easement. He also stated that 100% of the property owners have signed the petition and agreed to the street closing. Staff recommends approval of the request.

Mr. Bryson moved to recommend approval of the street closing to City Council, seconded by Mr. Martin. The Board voted 6-0-2 in favor of the motion. (Ayes: Bryson, Atkins, Brame, Mossman, Allen, Martin. Nays: None. Abstained: Isaacson and Wade.)

Mr. Isaacson and Mr. Wade returned to the podium for the remainder of the meeting.

**8. ANNEXATION: (RECOMMENDATION)**

**A. PL (P) 17-03: Proposed Annexation of 518 and 522 Kallamdale Road, approximately 3.75 acre  
(RECOMMENDATION IN FAVOR)**

Lucas Carter stated that the proposed annexation is a contiguous to existing City limits and lies within the Tier I Growth Area of the Growth Strategy Map in the Comprehensive Plan. The TRC has reviewed the request and recommended approval. The annexation is related to a zoning request, which would go to the Zoning Commission March 20, 2017 and to City Council for final action on April 18, 2017.

Mr. Allen moved approval of the proposed annexation as presented by staff, seconded by Mr. Martin. The Board voted unanimously (8-0) in favor of the motion. (Ayes: Isaacson, Bryson, Atkins, Brame, Mossman, Wade, Martin. Nays: None.)

**Items from the Chair:**

Chair Isaacson had no items to report.

**Items from the Staff**

None.

**Items from the Board Members**

None.

**Speakers from the Floor on Items under Planning Board Authority**

None.

**APPROVAL OF ABSENCES**

The absence of Ms. Parker was acknowledged as excused.

**ADJOURNMENT:**

There being no further business before the Board, the meeting adjourned at 4:45 pm.

Respectfully submitted,

Sue Schwartz  
Planning Department, Director

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