

**MEETING OF THE  
GREENSBORO PLANNING BOARD  
MARCH 20, 2019**

The Greensboro Planning Board meeting was held on Wednesday, March 20, 2019 at 4:00PM in the Council Chamber of the Melvin Municipal Office Building. Board members present were: Vice Chair, Steve Allen, Richard Bryson, David Blackman, Homer Wade, John Martin, Carol Carter, Danielle Brame, and Mike Cooke. Planning staff present included Steve Galanti and Luke Carter. Also present was Andrew Kelly, from the City Attorney's office; and Caitlin Bowers and Valerie Moore from the Neighborhood Development Department.

**MEETING MINUTES: APPROVAL OF MINUTES OF FEBRUARY 20, 2019, PLANNING BOARD MEETING. (APPROVED)**

Mr. Martin moved to approve the minutes of the February 20, 2019 meeting, seconded by Ms. Carter. The Board voted 8-0 in favor of the motion. (Ayes: Allen, Bryson, Blackman, Wade, Martin, Carter, Brame, and Cooke. Nays: None.)

**PUBLIC HEARING: AFFORDABLE HOUSING DEVELOPMENT RFP.  
(RECOMMENDED)**

Mr. Wade asked to be recused from this item for a potential conflict of interest, and was recused by unanimous consent.

Ms. Valerie Moore explained the RFP process, funding sources and amounts available for the production and preservation of affordable housing units. The review team met twice to evaluate and develop their recommendation for a Planning Board recommendation and consideration by City Council on April 16, 2019. The team recommendation is to fund all three of the projects. She explained the three projects as: Oakleigh, located in Old Asheboro Redevelopment area, in the south Greensboro Historic District, submitted by Prestwick Development Company, consisting of 80 new units designated for the elderly, and the requested amount of \$1,150,000; Windhill Development, an existing development, submitted by the Affordable Housing Management Group, the rehabilitation of 60 units for families, and the requested amount of \$604,794; and Richardson Village, submitted by Beacon Management, the rehabilitation of 24 units for families, and the requested amount of \$431,866. She further explained the review teams concerns with Windhill Development related to it already using HOME funds for the project, its affordability period not allowing them to request federal HOME dollars, and their request for bond funds that were available for multi-family RFP. Another concern was bringing new money to the table especially with a current balance on an existing loan and that there will not really be additional units with those funds. Another concern is the last of the bond funds that was set aside for the affordable multi-family projects under the 2016 Housing Bonds and those funds do allow for rehabilitation and creation of new units. The

concern of the review team is with the remaining bond funds, the preference is to use those for projects that are creating new units. Ms. Moore stressed the recommendation is to fund it as proposed.

No one spoke in favor or in opposition to the request.

Upon a question from Mr. Bryson, Ms. Moore stated that Beacon Management and Affordable Housing Management have worked with Greensboro before.

Upon a question from Mr. Blackman, Ms. Moore state that this part of the process involved looking at each of the development teams for their level of participation from minority and women business enterprises and that there will be another phase, should each project actually commit and be awarded funding, in which the project's general contractor and full budget will be reviewed by the MWBE office.

Ms. Carter and Chair Allen complimented Ms. Moore, the review team and stated that these were three good proposals.

Chair Allen stated there were some comments in the meetings in reference to participation from minority and women business enterprises and he received clarification that in addition to local representation, the district was recently expanded to include different vendors up to Durham to participate in the process.

Ms. Carter moved to recommend the Fiscal Year 2019 Multi-Family Affordable Housing Development Recommendations consisting of Prestwick Development Company, Affordable Housing Management, and Beacon Management; seconded by Mr. Cooke. The Board voted 7-0-1 in favor of the motion. (Ayes: Allen, Bryson, Blackman, Martin, Carter, Brame, and Cooke. Nays: None Abstained: Wade.)

Mr. Wade returned to the dais and participated in the remainder of the meeting.

**PUBLIC HEARING: RECEIVE COMMENTS ON FY 2019-2020 ANNUAL ACTION PLAN FOR THE HUD-FUNDED PROJECTS AND PROGRAMS.**

Ms. Catlin Bowers, Grant Administrator with the Neighborhood Development Department, presented the 2019 -2020 Draft Annual Action Plan, the fifth and final year of implementation for the 2015-2019 consolidated plan, as the funding application for the Department of Housing and Urban Development, and is required in order to receive annual grant funds. It begins the necessary steps to fund new projects, honor long term commitments, and follows an approval process. The Neighborhood Development Department will publish a summary of the planned expenditures and a second public hearing will be held at City Council after funding allocations are received. Since jurisdictions have not received notice of grant year 2019 HUD funding, they are not

certain of the exact award amounts and the figures are estimates based on trend in previous years. The annual action plan includes goals to increase the supply of affordable housing, continue to rehabilitate and repair existing housing, support community efforts to combat homelessness and work to complete redevelopment projects in target neighborhoods.

No one spoke in favor or in opposition to the request.

Upon a question from Ms. Carter, Ms. Bowers stated that they receive grant allocations every year. Next year will complete a consolidated plan which outlines five years of funding, projects, and activities that are anticipated. They do an annual action plan in the subsequent five years from the consolidated plan. They are hiring a consultant to complete the consolidated plan and work on the public outreach portions.

Upon a question from Mr. Blackman, Ms. Bowers stated that the multi-family development RFP using HOME Funds, rehabilitation of owner occupied units, rehabilitation of rental units and the use of CDBG Funds is included in the plan and being utilized.

**ANNEXATION: PL(P) 19-10: PROPOSED CONTIGUOUS ANNEXATION OF 3618 MCCONNELL ROAD (18.721 ACRES). (RECOMMENDED)**

Mr. Galanti stated that the site is located in Growth Tier One, there is a 16-inch water line located in McConnell Road and sanitary sewer is located approximately 370 feet to the east of this site. The City's Fire Department noted that they are currently serving the site. The Police Department can provide service with little difficulty. The Technical Review Committee reviewed this request at their March 7th meeting and recommended approval.

Ms. Carter moved to recommend the annexation to City Council, seconded by Mr. Martin. The Board voted 8-0 in favor of the motion. (Ayes: Allen, Bryson, Blackman, Wade, Martin, Carter, Brame, and Cooke. Nays: None.)

**ANNEXATION: PL(P) 19-11: PROPOSED CONTIGUOUS ANNEXATION OF 5705 RUFFIN ROAD, (1 ACRE). (RECOMMENDED)**

Mr. Galanti stated that the site is located in Growth Tier One, there is a 12-inch water line located in Ruffin Road, and sanitary sewer is located approximately 360 feet to the east. The Water Resources Department noted that a private pump station, the responsibility of the property owner, may be needed in order access the existing sanitary sewer line. The City Fire Department noted that the site is served by Pinecroft Sedgely Station #23, upon annexation will be served by City Station #52, and service will remain the same. The Police Department can provide service with little difficulty. The Technical Review Committee reviewed this request at their March 7th meeting and recommended approval.

Mr. Bryson moved to recommend the annexation to City Council, seconded by Mr. Martin. The Board voted 8-0 in favor of the motion. (Ayes: Allen, Bryson, Blackman, Wade, Martin, Carter, Brame, and Cooke. Nays: None.)

**ANNEXATION: PL(P) 19-12: PROPOSED SATELLITE ANNEXATION OF 5308 WINTERSET DRIVE (1.13 ACRES). (RECOMMENDED)**

Mr. Galanti stated that this site is located in Growth Tier One, there is an 8-inch water line located approximately 560 feet to the east in Millstream Road, and sanitary sewer within Winterset Drive. The Fire Department noted that this site is served by City Station #57 and McLeansville Station #37 through a contract, and will continue to be served by those two fire stations. The Fire Department did note that due to the lack of fire hydrants in the area that they will need to make special provisions to provide service, and will begin efforts for providing alternate service provisions for fire protection in this area. The Police Department can provide service with little difficulty. The Technical Review Committee reviewed this request at their March 7th meeting and recommended approval.

Upon a question from Ms. Carter, Mr. Kelly stated it was his understanding the fire department was saying they can provide the service.

Ms. Brame moved to recommend the annexation to City Council, seconded by Mr. Blackman. The Board voted 8-0 in favor of the motion. (Ayes: Allen, Bryson, Blackman, Wade, Martin, Carter, Brame, and Cooke. Nays: None.)

**ANNEXATION: PL(P) 19-13: PROPOSED SATELLITE ANNEXATION OF 1117 – REAR NC HIGHWAY 68 NORTH, 708 LEABOURNE ROAD, AND THE RIGHT-OF-WAY FOR NC HIGHWAY 68, (105 ACRES). (RECOMMENDED)**

Mr. Galanti stated that this site is located in Growth Tier 1, and is already being served by the City water and sewer. The City Fire Department noted that the site is served by Oak Ridge Station #51 and upon annexation will be served by City Station #17 and possibly Colfax Station #16. The Fire Department would like to investigate the possibility of contract services with Oakridge for this area. The Police Department can provide service with little difficulty. Technical Review Committee reviewed this request at their March 7th meeting and recommended approval.

Ms. Carter stated that she remembered water and sewer was extended when this was constructed, the Board recently recommended an annexation on the west side of Highway 68, and encouraged staff to come to an agreement with the Oakridge Fire Department regarding coverage for this property.

Ms. Carter moved to recommend the annexation to City Council, seconded by Ms. Brame. The Board voted 8-0 in favor of the motion. (Ayes: Allen, Bryson, Blackman, Wade, Martin, Carter, Brame, and Cooke. Nays: None.)

**EASEMENT RELEASE: 500 GUILFORD COUNTY ROAD – RELEASE OF A 20-FOOT SANITARY SEWER EASEMENT, AS RECORDED IN PLAT BOOK 140, PAGE 124. (APPROVED)**

Mr. Carter explained the easement release and that all of the utility providers indicated they could release this easement.

Ms. Carter moved to approve the easement release, seconded by Mr. Wade. The Board voted 8-0 in favor of the motion. (Ayes: Allen, Bryson, Blackman, Wade, Martin, Carter, Brame, and Cooke. Nays: None.)

**EASEMENT RELEASE: 703 CARDIGAN COURT, RELEASE OF RELEASE OF A 10-FOOT PORTION OF A 20-FOOT SERVICE EASEMENT, AS RECORDED IN PLAT BOOK 31, PAGE 84. (APPROVED)**

Mr. Carter explained the easement release, that there is an existing building located within the easement, and that all of the utility providers indicated they could release this easement.

Upon a question from Ms. Carter, Mr. Galanti stated that a variance was not need for the existing building.

Mr. Blackman moved to approve the easement release, seconded by Mr. Bryson. The Board voted 8-0 in favor of the motion. (Ayes: Allen, Bryson, Blackman, Wade, Martin, Carter, Brame, and Cooke. Nays: None.)

**EASEMENT RELEASE: 3007 BROWN BARK DRIVE – RELEASE OF A 10-FOOT EASEMENT AS RECORDED IN PLAT BOOK 43, PAGE 72. (APPROVED)**

Mr. Carter explained the easement release, and that in reviewing a permit application for this site it was determined that there is an existing building located within the easement. Since there are utilities located in the easement only a 4-foot by 10-foot portion of this easement can be released.

Ms. Carter moved to deny the easement release and the motion died for lack of a second.

Mr. Martin moved to approve the release of a 4-foot by 10-foot portion of the easement, seconded by Mr. Bryson. The Board voted 7-1 in favor of the motion. (Ayes: Allen, Bryson, Blackman, Wade, Martin, Brame, and Cooke. Nays: Carter.)

**EASEMENT RELEASE: 4203 DOGWOOD DRIVE - RELEASE OF A 10-FOOT PORTION OF A 20-FOOT SERVICE EASEMENT, AS RECORDED IN PLAT BOOK 27, PAGE 100. (APPROVED)**

Mr. Carter explained the easement release, and that there is an existing building located within the easement. Since there is an existing storm sewer line located in the eastern portion of the easement, all of the easement, except for the eastern 10 feet can be released.

Upon a question from Ms. Carter, Mr. Carter explained that outbuildings that have a dimension of 12 feet in any direction are required to obtain a building permit.

Mr. Cooke moved to approve the release of all except the easternmost 10 feet of the easement, seconded by Mr. Martin. The Board voted 7-1 in favor of the motion. (Ayes: Allen, Bryson, Blackman, Wade, Martin, Brame, and Cooke. Nays: Carter.)

**EASEMENT RELEASE: 719 REGIONAL ROAD – RELEASE OF A 20-FOOT UTILITY AND SANITARY SEWER EASEMENT, AS RECORDED IN PLAT BOOK 138, PAGE 71. (CONTINUED)**

**EASEMENT RELEASE: 2351 CAMPGROUND ROAD – RELEASE OF A 20-FOOT UTILITY EASEMENT, AS RECORDED IN PLAT BOOK 72, PAGE 19. (CONTINUED)**

**ITEMS FROM BOARD MEMBERS:**

Ms. Carter advised the Board that today is the public fair for the comprehensive plan update, that she was there prior to the meeting and there are several excellent stations set up. She encouraged everyone to attend the formal 30-minute presentation at 5:30PM and the fair ends at 6:30PM. The stations will provide Planning with a lot of information from the citizens about what they want to see for the future of Greensboro.

**APPROVAL OF ABSENCES:**

The absence of Mr. Isaacson was acknowledged as excused.

**ADJOURNMENT:**

There being no further business before the Board, the meeting was adjourned at 4:57PM.

Respectfully submitted,

Sue Schwartz, FAICP  
Planning Department, Director