



MINUTES OF  
CITY OF CREEDMOOR  
**PLANNING BOARD MEETING**  
JANUARY 9, 2020  
7 P.M.

**Present**

In attendance were Chair David Forsythe, Mike Allen, Ed Gleason, Robert Gorham, and Dennis Lester. Also present were Community Development Director Michael S. Frangos, Planning Technician Michael Malecek, and City Clerk Terry Hobgood.

**Absent**

Vice-Chair Mildred Goss and Steve Faucette

**Call to Order**

David Forsythe called the meeting to order at 7:00 p.m.

**Approval of Agenda**

Mike Allen moved to approve the agenda as presented; seconded by Ed Gleason. Motion approved 5-0.

**Approval of Minutes**

Dennis Lester moved to approve the November 14, 2019 Meeting Minutes; seconded by Mike Allen. Motion approved 5-0.

**Modify Planning Board Meeting Schedule for 2020**

Ed Gleason moved to modify the Planning Board meeting schedule for 2020 by rescheduling the April meeting date from April 9 to April 16; seconded by Robert Gorham. Motion approved 5-0.

**Comments from the Public**

With no one coming forward to speak, David Forsythe closed the Public Comment period.

**Report on American Community Survey (2014-2018)**

Planning Technician Michael Malecek presented a summary of the American Community Survey statistics compiled by the U.S. Census Bureau for Creedmoor from 2014-2018. Highlights of the 2018 estimates for Creedmoor include an increase in population from 4,214 to 4,429 (5%), 90.6% of the population holds a high school diploma, and 39.7% of residents hold a bachelor's degree or higher. The city has a 70.1% employment rate (with 29.9% of the population out of the labor force), a median household income of \$77,854, and currently there are 2,018 housing units with a median value of \$163,700.

**2019 Year End Review**

Planning Technician Michael Malecek continued his presentation with a review of Community Development Department activities in 2019. Highlights include the employment of Michael Malecek in March, the transition from temporary to permanent employee of Ashley Allen, Community Development Assistant. Additionally the department issued 160 zoning compliance permits, carried out 741 code enforcement site visits, removed 230 snipe signs, closed 53 code enforcement cases, processed one rezoning at 911 North Durham Avenue, one master sign plan approval for Carolina Secure Storage, and a major text amendment update for Article 18 the flood damage prevention ordinance.

### 2020 Preview

Planning Technician Michael Malecek continued his presentation with a preview of upcoming activity expected in 2020. Highlights include the City Plan 2040 Comprehensive Plan, Development Ordinance Amendments to comply with NC GS 160D, updates to Article 17 (Signs), Article 22 (Non-conformities), as well as mobile home zoning and mobile home park regulations. There will also be work in the Community Development Department related to updating the Creedmoor Code of Ordinances related to tall grass/weeds, park strip maintenance, Lake Rogers and other parks and recreation rules, Community Center rules, as well as Technical Standards & Specifications Manual updates.

### Report on Recent Departmental Activity

Community Development Director Michael Frangos began by addressing the recent approval of the zoning map amendment for 911 North Durham Avenue approved at the December 11, 2019 Board of Commissioners meeting. The following day the property owner presented a potential design for a drive through coffee shop at this location. Mr. Frangos also updated the board on the recent speed limit reduction on NC Highway 56. Frangos also reminded the board that there would be stormwater management program update at the January 15 Board of Commissioners meeting, and the upcoming strategic planning workshop on February 29. Additionally, Mr. Frangos reported that there would be a joint meeting of the Board of Commissioners, Planning Board, Board of Adjustment, and Parks and Recreation Committee, to receive a presentation on the updated City Plan 2040 Comprehensive Plan on an upcoming date to be announced. Finally, Mr. Frangos reported that there may be a rezoning request and site plan approval up for consideration at the February 13 Planning Board meeting.

### Report from the Chairperson and Members

Chair David Forsythe asked if city staff had been in contact with Vice-Chair Mildred Goss. City Clerk Terry Hobgood reported that Vice-Chair Goss hoped to attend the February 13 Planning Board meeting.

Ed Gleason asked for an update on the vacant Planning Board seat. City Clerk Hobgood reported that staff is soliciting applications, and this vacancy would be considered in March by the Board of Commissioners along with other seats with terms ending. Mr. Hobgood reported that these upcoming term expirations were for seats held by Mike Allen, David Forsythe, and Ed Gleason.

### Adjourn

Ed Gleason moved to adjourn the meeting at 7:57 p.m.; seconded by Robert Gorham. Motion approved 5-0.



  
Terry A. Hobgood, Jr., City Clerk