



MINUTES OF
CITY OF CREEDMOOR
PLANNING BOARD MEETING
MARCH 12, 2020
7 P.M.

Present

In attendance were Chair Mildred Goss, Vice-Chair Ed Gleason, Mike Allen, Steve Faucette, Robert Gorham, Dennis Lester, Debbie Rogers, and Heather Turner. Also present were Community Development Director Michael Frangos, City Planner Michael Malecek, City Attorney Kevin Hornik, and City Clerk Terry Hobgood.

Absent

None

Call to Order

Mildred Goss called the meeting to order at 7:00 p.m.

Oaths of Office

City Clerk Terry Hobgood administered the oath of office to Debbie Rogers and Heather Turner.

Election of Officers

Ed Gleason nominated Mildred Goss to serve as Planning Board Chair; seconded by Robert Gorham. No other nominations weremade.

Ed Gleason moved to approve the nomination of Mildred Goss as Planning Board Chair with a term ending July 2020; seconded by Steve Faucette. Motion approved 8-0.

Mildred Goss nominated Ed Gleason to serve as Planning Board Vice-Chair; seconded by Steve Faucette. No other nominations weremade.

Mildred Goss moved to appoint Ed Gleason as Planning board Vice-Chair with a term ending July 2020; seconded by Steve Faucette. Motion approved 8-0.

Approval of Agenda

Robert Gorham moved to approve the agenda as presented; seconded by Steve Faucette. Motion approved 8-0.

Approval of Minutes

Ed Gleason moved to approve the February 13, 2020 meeting minutes as presented; seconded by Dennis Lester. Motion approved 8-0.

Comments from the Public

Mayor Robert Wheeler welcomed Debbie Rogers and Heather Turner to the Planning Board, and apologized for missing their swearing in. Wheeler thanked outgoing Planning Board member David Forsythe for his years of service to the city.

Commissioner Neena Nowell also welcomed the new Planning Board members, and thanked David Forsythe for his service.

With no one else coming forward, Mildred Goss closed the Public Comment period.

FIP-2019-02 Reimbursement // 420 North Main Street

Community Development Director Michael Frangos presented the FIP-2019-02 reimbursement request for 420 North Main Street. Frangos reported that the original deadline and the ninety-day extension have expired for this project. Based on the work plan approved by the Planning Board and the Board of Commissioners, city staff and Board members had stipulated that the missing decorative window lentil on the second floor needed to be replaced. The property owner has not completed this task, but is asking for the reimbursement to be processed.

Jim MacGill, owner of 420 North Main Street, addressed the Planning Board and stated that his plan was to eventually replace the lentil in question, but was under the impression that this was not contingent on receiving his reimbursement. MacGill acknowledged that he recalled previous discussions by the Planning Board and Board of Commissioners that this aspect of the FIP reimbursement was important, but had not found a contractor willing and able to construct the piece. MacGill requested the board either approve the reimbursement request or allow another ninety-day extension.

City Attorney Hornik addressed the difference between what the property owner had put on the original application, and the final agreement as approved by the Planning Board, Board of Commissioners, and city staff. Mr. Hornik made it clear that the lentil was a requirement of the approval. During the meeting, Ms. Rogers conducted an internet search prior to the meeting and identified a possible local producer of just such a building facade component, and other replacement options available through major home improvement stores.

Ed Gleason moved to recommend a ninety-day extension for FIP-2019-02 to the City Manager and Community Development Director to allow the property owner to bring the project to the desired state; seconded by Mike Allen. Motion approved 8-0.

LSP-2020-01 // 418 & 420 North Main Street

City Planner Michael Malecek presented LSP-2020-01 for 418 and 420 North Main Street. The applicant plans to build an extension to the rear of the building for bathrooms and storage, and plans to renovate the interior for retail and commercial space.

Norman Walls, owner of the adjacent building at 416 North Main Street, addressed the Planning Board and spoke about his restricted ability to access the rear of his building if the improvements were made to 418 and 420. Walls currently has an informal agreement to utilize the path behind the buildings when his tenant needs to load or unload materials. 416 is subdivided for use by three separate businesses, and materials would have to pass through the business at the front of the building if rear access was restricted. Mr. Walls stated no formal access easement was recorded. Planning Board members discussed the matter and determined the parties would need to come to a private agreement since no easement is in place guaranteeing Mr. Walls access to the rear of his property.

Ed Gleason moved to recommend approval of LSP-2020-01 to the Board of Commissioners; seconded by Mike Allen. Motion approved 8-0.

MSP-2020-01 // 701 North Crescent Drive, South Granville High School

City Planner Michael Malecek presented MSP-2020-01 for 701 North Crescent Drive at South Granville High School. The applicant intends to install two digital signs on the north side of E. Wilton Avenue directly across the highway from several residences. The digital signs would be installed on top of the current brick and wood sign for the high school, and would primarily promote athletic events.

Jake Wohlfeil, South Granville High School Athletic Director, answered questions from the Planning Board related to sign brightness, and specifics of the design. Wohlfeil stated that the design included in the Planning Board packet was very rough, and he could provide more details when presented to the Board of Commissioners. Mayor Wheeler and Commissioner Nowell commented from the audience that the Board of Commissioners would like to see engineered drawings and a higher level of detail of the exact specifics of the master sign proposal when they review the case.

Ed Gleason moved to recommend approval of MSP-2020-01 to the Board of Commissioners; seconded by Dennis Lester. Motion approved 8-0.

Report on Recent Departmental Activity

Community Development Director Michael Frangos presented an update on the Cross City Trail, which is on schedule, under budget, and scheduled for completion in August. Frangos also provided a brief report on the Community Center project, which is scheduled to be complete by the end of the summer. Frangos reported that Amberleaf and Brames Crossing plats, plus the Zoning Map Amendment for West Lake Road were approved by the Board of Commissioners at their March 3 meeting. Frangos also reported that the Board will consider a Traffic Schedule amendment to address concerns with truck traffic on Sunset Street at an upcoming meeting. Finally, Frangos stated that he would pass on the concerns about the fence needing repair on Sanderford Street and the pothole on Crescent Drive to the proper parties.

Report from the Chairperson and Members

No reports.

Adjourn

Steve Faucette moved to adjourn the meeting at 8:15 p.m.; seconded by Robert Gorham. Motion approved 8-0.


Terry A. Hobgood, Jr., City Clerk

