



Board of Adjustment

October 20, 2020

7:00 P.M.

WINTERVILLE TOWN HALL ASSEMBLY ROOM

- I. CALL TO ORDER.**
- II. WELCOME.**
- III. APPROVAL OF AGENDA.**
- IV. APPROVAL OF MINUTES (AUGUST).**
- V. ADMINISTRATIVE MATTERS.**
 - 1. MEMBER RESIGNATION.**
- VI. NEW BUSINESS.**
 - 1. 403 CASTLEFORD DRIVE - VARIANCE APPLICATION (SIDE YARD SETBACKS).**
- VII. REPORTS FROM STAFF - INFORMATIONAL ITEMS.**
 - 1. CHAPTER 160D - ZONING ORDINANCE UPDATES**
- VIII. ADJOURN.**

SPECIAL NOTICE: Anyone who needs an interpreter or special accommodations to participate in the meeting should notify the Town Clerk, Don Harvey at 215-2344 at least forty-eight (48) hours prior to the meeting. (Americans with Disabilities Act (ADA) 1991.)



**PLANNING BOARD OF ADJUSTMENT
TUESDAY, AUGUST 18, 2020 - 7:00 PM
BOARD OF ADJUSTMENT MEETING MINUTES
ELECTRONIC VIA ZOOM**

The Planning Board of Adjustment met on the above date at 7:00 PM electronically via ZOOM and in the Town Hall Assembly Room, with Chairman Jeffrey Briley presiding. The following were present:

Jeffrey Briley, Chairman
Portia Willis, Vice Chair
Alfred Phillips, Member (absent)
Edward Reynolds, Member
Joseph Pierce, Member
Brian Miller, ETJ Alternate Member (absent)
Town Attorney Keen Lassiter
Planning Director Bryan Jones
Tony Klontz, Fire Retention, Recruitment and Member Officer
Town Clerk Donald Harvey

CALL TO ORDER:

Chairman Briley called the meeting to order.

WELCOME:

Chairman Briley welcomed all Board members to the meeting.

APPROVAL OF AGENDA:

Motion made by Member Pierce and seconded by Member Reynolds to approve the agenda as presented. Motion carried unanimously, 4-0.

ADMINISTRATIVE MATTERS:

Election of Officers.

• Current Board Members:

- Jeff Briley (Chair) – Term Expires 6/30/2021
- Portia Willis (Vice Chair) – Term Expires 6/30/2023
- Ed Reynolds – Term Expires 6/30/2021
- Joseph Pierce – Appointed by Council on 4/13/2020, Term Expires 6/30/2023
 - Helen Rollins – Resigned in March 2020
- Alfred Phillips – Term Expires 6/30/2021
- Brian Miller (Alternate) - Term Expires 6/30/2023



Election of Officers/Roles

- Chair
 - Presides over the Board’s meetings
 - Administers oaths to witnesses
- Vice Chair
 - Assumes roles of the Chair during his or her absence
- Both Chair and Vice Chair may participate in all deliberations and may vote on all issues



Election of Officers

- Chair
- Vice Chair



Member Willis nominated Jeffrey Briley as Chairman.

Motion made by Member Reynolds and seconded by Member Pierce to approve Jeffrey Briley as Chairman. Motion carried unanimously, 4-0.

Chairman Briley nominated Joseph Pierce as Vice Chair.

Motion made by Member Reynolds and seconded by Member Pierce to approve Joseph Pierce as Vice Chairman. Motion carried unanimously, 4-0.

APPROVAL OF MINUTES: Minutes of the March 19, 2019 meeting presented for approval.

Motion made by Member Reynolds and seconded by Vice Chair Pierce to approve the March 19, 2019 minutes as presented. Motion carried unanimously, 4-0.

NEW BUSINESS:

Chairman Briley requested that anyone wishing to speak for either public hearing on the Conditional Use Permits to please come forward. Town Attorney Lassiter swore in Amy Graham and Mike Doran.

638 Winterfield Drive – Conditional Use Permit. (Customary Home Occupation – Dog Grooming).

Planning Director Jones gave the following presentation:



638 Winterfield Drive – Conditional Use Permit

- Applicant: Amy Graham (Property Owner)
- Location: Winterfield Drive east of its intersection with Old Tar Road
- Parcel Number: 54090
- Site Data: 0.34 Acres
- Zoning District: R-10
- Proposed Use: Home Occupation – Professional Dog Grooming



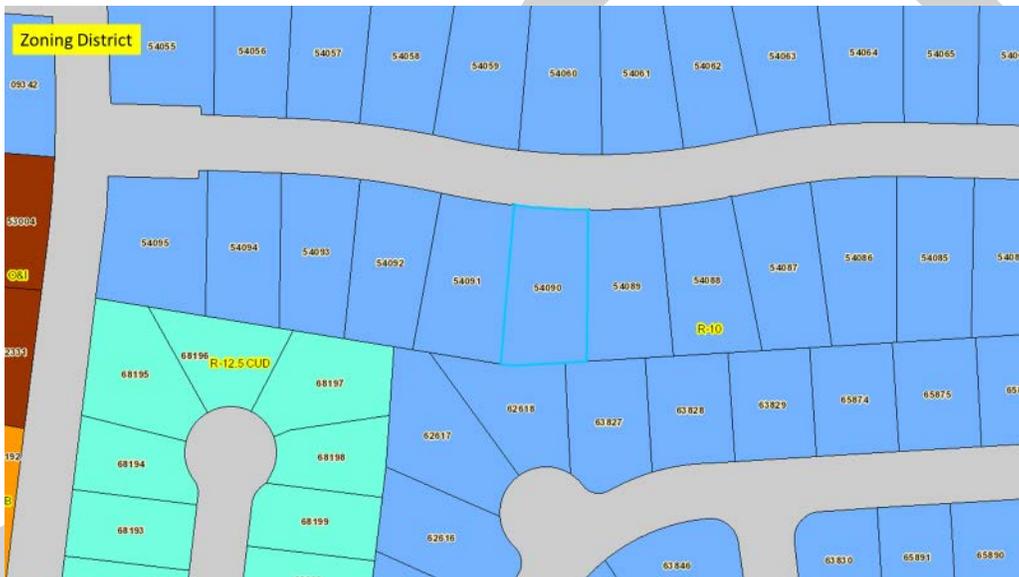
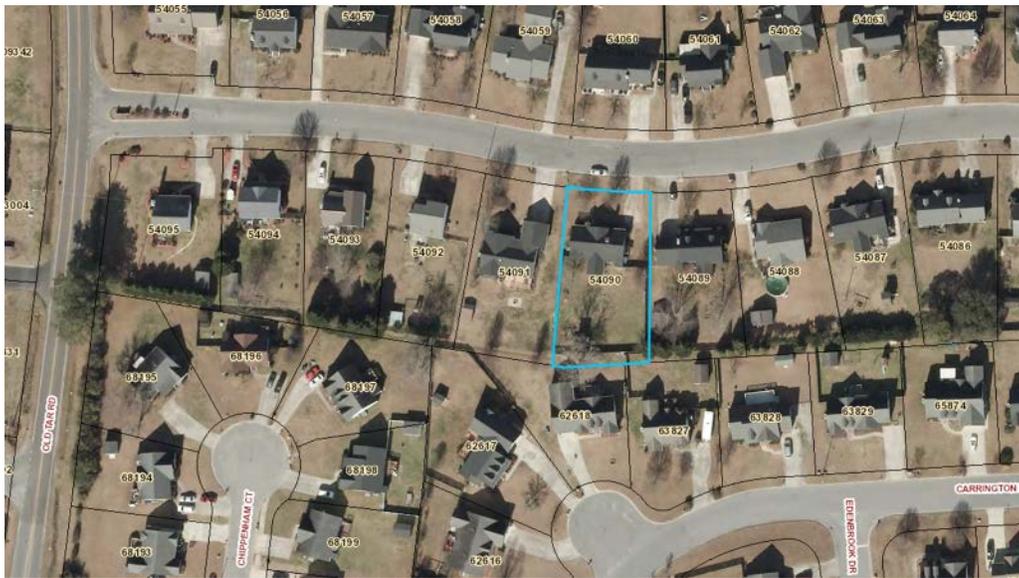


TABLE OF PERMITTED CONDITIONAL USES

USE TYPES	LUC	SIC	A-R	R-20	R-15	R-12.5	R-10	R-8	R-6	M-R	O-I	C-B	G-B	I-C	C-N	I	SR
Residential Uses																	
bed and breakfast inns	2	0000	C	C	C	C	C	C			X	X	X				1
dwelling, conventional or modular:																	
multi-family (including single family	2	0000	C							C	C	C					2 / 42
attached of more than 2 attached units)	1	0000	X	X	X	X	X	X	X	X	X	C					42
single family detached																	
two-family (Including single family																	
attached of no more than 2 attached units	1	0000	C					C	X	X	C						2
dwelling, mobile home on individual lot:																	
class A single-family	1	0000	C						X								3
class B single-family		0000															4
family care home (6 or less)	2	8351	X	X	X	X	X	X	X	X	X	X	X		X	X	5
family day-care home (3-5)	*	8322	C	C	C	C	C	C	C	C	C						5
home occupation, customary	*	0000	C	C	C	C	G	C	C	C	C						6
mobile home park	2	0000	C							C							7
planned unit development	2	0000															8

SR 6. Home Occupation, Customary

- a. Customary home occupations such as dressmaking, cooking and baking, hairdressing, music instruction, the practice of such professions as insurance and accounting may be permitted as a conditional use within the dwelling unit in the Zoning District indicated. The BOA shall decide whether other occupations not listed are within the spirit of this category of uses.
- b. Only one person other than those residing in the home shall be engaged in the occupation.
- c. The use of the dwelling unit for the home shall be clearly incidental and subordinate to its use for residential purposes by its occupants and not more than 25 percent of the floor area of the dwelling unit shall be used in the conduct of the home occupation.



SR 6. Home Occupation, Customary

- d. There shall be no changes in the outside appearance of the building or premises, or other visible evidence of the conduct of such home occupation except one non-illuminated sign not exceeding four (4) square feet.
- e. No traffic shall be generated by such home occupation in greater volumes than would normally be expected in a residential neighborhood, and any need for parking generated by the conduct of such home occupation shall be met off the street and other than in a required front yard.
- f. No equipment or process shall be used in such home occupation which creates noise, vibration, glare, fumes, odors, or electrical interference detectable to the normal senses off the lot. In the case of electrical interference, no equipment or process shall be used which creates visual or audible interference in any radio or television receivers off the premises or which causes fluctuations in line voltage off the premises.



Staff Recommendation:

Planning staff is of the opinion that the request can meet all the development standards required for issuance of the Conditional Use Permit upon proper findings by the Board.



Conditional Use Permits.

To hear and decide, in particular cases, and subject to appropriate conditions and safeguards, permits for conditional uses as authorized by Article VI. In granting a conditional use permit the Board shall make the following affirmative findings:

- a) The Use requested is among those listed as an eligible Conditional Use in the District in which the subject property is located;
- b) That the Conditional Use will not materially endanger the public health or safety if located where proposed and developed according to the plan as proposed;
- c) That the Conditional Use meets all required conditions and specifications;
- d) That the Conditional Use will not substantially injure the value of adjoining or abutting property, or that the use is a public necessity; and
- e) That the location and character of the Conditional Use if developed according to the plan as proposed will be in harmony with the area in which it is to be located and in general conformity with the plan of development of the Town and its environs.



Chairman Briley opened the public hearing and requested anyone wishing to speak in favor. Amy Graham, property owner, spoke in favor of the request and addressed all the factors of the Conditional Use Permit.

Chairman Briley requested anyone wishing to speak in opposition. None requested to speak.

Planning Director Jones noted that one anonymous comment in opposition was received and one comment supporting was received. Both were the type factors not admissible.

Chairman Briley closed the public hearing.

Chairman Briley went through the following criteria:

Conditional Use Permit Request

In addition to the Special Requirements, the Board of Adjustment shall make the following affirmative findings for approval:

Conditional Use Permits.

To hear and decide, in particular cases, and subject to appropriate conditions and safeguards, permits for conditional uses as authorized by Article VI. In granting a conditional use permit, the Board shall make the following affirmative findings:

- a) The Use requested is among those listed as an eligible Conditional Use in the District in which the subject property is located;*
- b) That the Conditional Use will not materially endanger the public health or safety if located where proposed and developed according to the plan as proposed;*
- c) That the Conditional Use meets all required conditions and specifications;*
- d) That the Conditional Use will not substantially injure the value of adjoining or abutting property, or that the use is a public necessity; and*

e) *That the location and character of the Conditional Use if developed according to the plan as proposed will be in harmony with the area in which it is to be located and in general conformity with the plan of development of the Town and its environs.*

Motion made by Member Reynolds and seconded by Vice Chair Pierce to approve Conditional Use Criteria a). Motion carried unanimously, 4-0.

Motion made by Member Reynolds and seconded by Vice Chair Pierce to approve Conditional Use Criteria b). Motion carried unanimously, 4-0.

Motion made by Member Reynolds and seconded by Vice Chair Pierce to approve Conditional Use Criteria c). Motion carried unanimously, 4-0.

Motion made by Member Reynolds and seconded by Vice Chair Pierce to approve Conditional Use Criteria d). Motion carried unanimously, 4-0.

Motion made by Member Willis and seconded by Member Reynolds to approve Conditional Use Criteria e). Motion carried unanimously, 4-0.

Upon finding all criteria in the affirmative, the Conditional Use Permit is approved

5600 Reedy Branch Road – Conditional Use Permit (Wireless Telecommunication Tower).

Planning Director Jones gave the following presentation:



- Applicant: USCOC of Greater North Carolina, LLC
- Location: Reedy Branch Road south of its intersection with NC 11 S
- Parcel Number: 08836
- Site Data: 0.23 Acres (Total Tract = 71.1 Acres)
- Zoning District: AR
- Proposed Use: Wireless Communication Tower



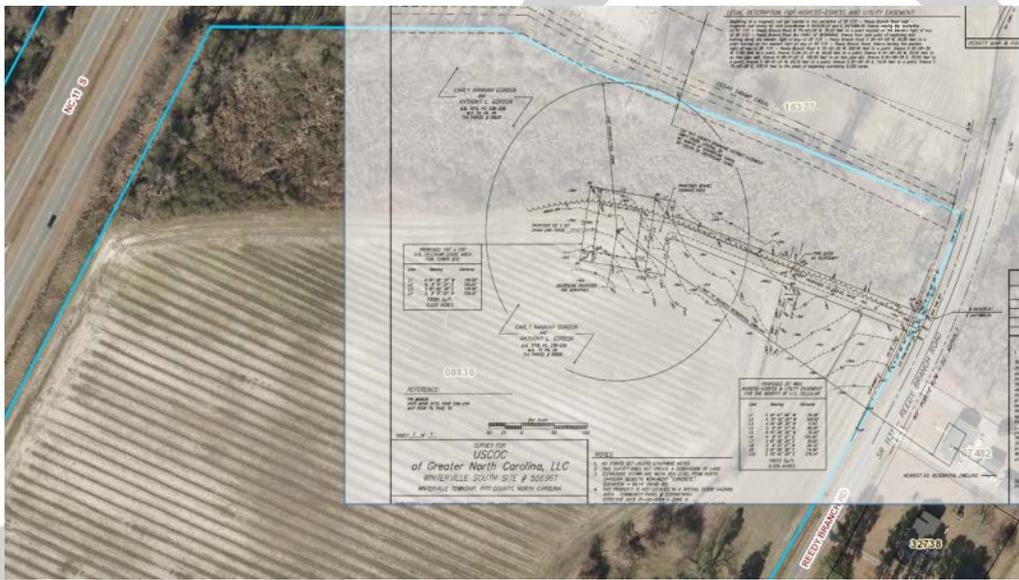


TABLE OF PERMITTED CONDITIONAL USES

USE TYPES	LUC	SIC	A-R	R-20	R-15	R-12.5	R-10	R-8	R-6	M-R	O-I	C-B	G-B	I-C	C-N	I	SR
Public Works																	
electric transmission distribution poles, towers supporting cable, lines & related appurtenances	4	0000	X	X	X	X	X	X	X	X	X	X	X	X	X	X	
governmental public works facilities, utilities, infrastructure & appurtenances	4	0000	X	X	X	X	X	X	X	X	X	X	X	X	X	X	
natural gas distribution lines & related appurtenances	4	0000	X	X	X	X	X	X	X	X	X	X	X	X	X	X	
power generation, natural gas plants & similar production facilities	5	0000															X
radio, television & similar transmitting towers that exceed height but not including wireless telecommunications towers	4	0000	X										X				X 35
sewage collection lines, pump stations & appurtenances	4	0000	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
sewage treatment plants, non government public	4	0000	X	C	C	C	C	C	C	C	C	X	X				X 36
telephone & television cable poles, towers, supporting cable, lines & related appurtenances	4	0000	X	X	X	X	X	X	X	X	X	X	X	X	X	X	
water distribution lines, booster pumps, storage facilities & appurtenances	4	0000	X	X	X	X	X	X	X	X	X	X	X	X	X	X	
water treatment plants, non-government public	4	0000	X	C	C	C	C	C	C	C	C	X	X				X 36
wireless telecommunication towers & facilities	4	0000	C							C		C	C				X 37

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US Cellular – Conditional Use Permit

SR 37. Wireless Telecommunication Towers and Facilities

- a. A site plan shall be submitted containing the name of the tower owner, property owner, scale, north arrow, and latitude/longitude coordinates. Existing site conditions, including contours, and unique natural or man-made features such as vegetation and ground cover. Exact boundary lines of the property containing the proposed tower construction, fall radius and any associated guide wires. Description of adjacent land use and all property owner(s) and their addresses. A front and side elevation profile, drawn to scale, of all existing and proposed towers and their antennas to be located on the property.
- b. Towers shall have a setback of one (1) foot for each one (1) foot in height of tower, plus twenty-five (25) feet from all property lines and rights-of-way, as measured from ground level.



Town of
WINTERVILLE
A slice of the good life!

US Cellular – Conditional Use Permit

SR 37. Wireless Telecommunication Towers and Facilities

- c. Towers shall not be located within a one-half (1/2) mile radius of any other wireless telecommunication tower, unless concealed in a church steeple, farm silo, or other architecturally designed encasement. Furthermore, towers located beyond a one-half (1/2) mile radius and not exceeding three (3) mile radius from any other wireless telecommunication tower shall not be permitted, unless the applicant can prove that collocation is not a viable option and no stealth location is possible.
- d. Towers shall be no closer than five (500) feet from any existing residential dwelling, excluding any dwellings located on the same parcel of land as the tower.
- e. Towers with a height of two hundred and fifty (250) feet or greater in any district shall be subject to Board of Adjustment approval as a Conditional Use Permit.



SR 37. Wireless Telecommunication Towers and Facilities

- f. Towers shall not exceed three hundred and fifty (350) feet in height as measured from ground level.
- g. Towers with a height greater than one hundred and fifty (150) feet shall be constructed to permit the capability for the co-location of additional provider antennas as follows:
 - 151 feet to 200 feet - two additional antennas
 - 201 feet to 250 feet - three additional antennas
 - 251 feet to 300 feet - four additional antennas
 - 301 feet to 350 feet - five additional antennas



SR 37. Wireless Telecommunication Towers and Facilities

- h. The applicant shall be required to provide written documentation showing that no proposed tower lies within a thirty (30) foot to one (1) foot run to rise ratio from the nearest point of the nearest runway of a private airstrip or airport registered with the Federal Aviation Administration (FAA).
- i. No business signs, billboards, or other advertising shall be installed on a tower, nor shall any tower be painted a color considered obnoxious or offensive.
- j. No offices or outdoor storage of equipment or materials are permitted on tower sites located in a residential district.
- k. Accessory or component buildings shall be setback fifty (50) feet from all property lines and rights-of-ways.
- l. All structures shall be enclosed by a chain link fence at least eight (8) feet in height and screened with a six (6) foot high, ninety percent (90%) opaque screening.



SR 37. Wireless Telecommunication Towers and Facilities

- m. The applicant shall be required to provide written documentation stating that the tower is in compliance with all applicable Federal and State regulations.
- n. Notice shall be provided to the Zoning Administrator when any telecommunication tower is placed out of service. Towers not used for a period of six (6) months or more shall be removed by the owner within one hundred and twenty (120) days of receipt of notification to that effect. The applicant shall also provide the Town with written documentation substantiating that the applicant has and will sustain the financial ability to disassemble and remove the tower, once no longer in operation.
- o. Additional provider antennas and equipment shelters associated with an approved telecommunication tower site are permitted, provided said changes do not increase the setback requirement beyond the allowable limit according to the tower height.



SR 37. Wireless Telecommunication Towers and Facilities

- p. Tower lighting shall not exceed the minimum for red obstruction lighting as administered by the Federal Aviation Administration (FAA).
- q. All permits, for the construction of a wireless telecommunication tower are issued in reliance upon a presumption that the tower will in fact conform to the plans which are submitted as the basis for the permit. Once constructed, the tower must continue to be maintained in compliance with the provisions of this ordinance.
- r. The applicant shall be required to notify all property owners within a one-half (1/2) mile radius of a proposed tower with a height greater than two hundred and fifty (250) feet. This notice shall be by certified mail and shall include tower height and design type and date, time and location of proposed meeting.
- s. The applicant shall be required to provide written documentation stating that it is not viable to co-locate on existing facilities within the coverage area. Facilities includes other towers, elevated tanks, electrical transmission line, or other structures.



SR 37. Wireless Telecommunication Towers and Facilities

- t. The applicant shall provide the Town with proof of liability insurance which protects against losses due to personal injury or property damage resulting from the construction or collapse of the tower, antenna, or accessory equipment. Such proof shall be supplied to the Town by the applicant at the time of application.
- u. The applicant shall provide to the Zoning Administrator an inventory of its existing antennas and towers that are either within the jurisdiction of the Town or within three (3) miles of the boarder thereof, including specific information about the location, height, and design type of each tower and antenna. The applicant shall also provide an inventory of potential future tower sites within the jurisdiction of the Town. The Zoning Administrator may share such information with other applicants; however, that by sharing this information, it is not in any way representing or warranting that such sites are available or suitable.



Staff Recommendation:

Planning staff is of the opinion that the request can meet all the development standards required for issuance of the Conditional Use Permit upon proper findings by the Board.



Conditional Use Permits.

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Chairman Briley opened the public hearing and requested anyone wishing to speak in favor. Mike Doran, representing US Cellular spoke in favor of the request and addressed all the factors of the Conditional Use Permit.

Chairman Briley requested anyone wishing to speak in opposition. None requested to speak.

Chairman Briley closed the public hearing.

Chairman Briley went through the following criteria:

Conditional Use Permit Request

In addition to the Special Requirements, the Board of Adjustment shall make the following affirmative findings for approval:

Conditional Use Permits.

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- c) *That the Conditional Use meets all required conditions and specifications;*
- d) *That the Conditional Use will not substantially injure the value of adjoining or abutting property, or that the use is a public necessity; and*
- e) *That the location and character of the Conditional Use if developed according to the plan as proposed will be in harmony with the area in which it is to be located and in general conformity with the plan of development of the Town and its environs.*

Motion made by Vice Chair Pierce and seconded by Member Reynolds to approve Conditional Use Criteria a). Motion carried unanimously, 4-0.

Motion made by Member Reynolds and seconded by Vice Chair Pierce to approve Conditional Use Criteria b). Motion carried unanimously, 4-0.

Motion made by Member Reynolds and seconded by Vice Chair Pierce to approve Conditional Use Criteria c). Motion carried unanimously, 4-0.

Motion made by Member Willis and seconded by Member Reynolds to approve Conditional Use Criteria d). Motion carried unanimously, 4-0.

Motion made by Member Willis and seconded by Member Reynolds to approve Conditional Use Criteria e). Motion carried unanimously, 4-0.

Upon finding all criteria in the affirmative, the Conditional Use Permit is approved

REPORTS FROM STAFF – INFORMATIONAL ITEMS:

Planning Director Jones reviewed the monthly report:

DRAFT



2571 RAILROAD ST
PO BOX 1469
WINTERVILLE, NC
28590

PLANNING DEPARTMENT
BRYAN JONES
DIRECTOR

To: Town Council
From: Bryan Jones, Planning Director
Date: August 3, 2020
Re: Monthly Report

Please find below a summary of the projects, tasks and issues the Planning Department has been working on during the month of July 2020.

ZONING COMPLIANCES	Total = 22	YTD (2020) = 104
New Single-Family Residential	7	33
Accessory Structures	1	18
New Business	4	8
Residential Fence	9	25
Additions/Pools/Other	2	21
Other Activities/Projects		
Met with MPO Staff	7/9/2020	Discussed and reviewed the Town's Prioritization Bike-Ped projects
Pavement Condition Study – Q & A Session	7/14/2020	Met with MPO members to discuss data requirements with Transmap (consultant)
Planning and Zoning Board Meeting	7/20/2020	F & A Construction – Rezoning Request (Tabled); Flood Damage Prevention Ordinance Amendments (Recommend Approval)
Greenville Urban Area MPO Joint TCC / TAC Meeting	7/30/2020	TCC and TAC met to discuss transportation projects.

COMMENTS FROM PLANNING AND ZONING BOARD MEMBERS:

ADJOURN:

Having no further business to come before the Board of Adjustment meeting, Chairman Briley requested a motion to adjourn.

Motion made by Member Reynolds and seconded by Vice Chair Pierce to adjourn the meeting. Motion carried unanimously, 5-0. Meeting adjourned at 8:01 pm.

Adopted this the 22nd day of September 2020.

Jeffrey Briley, Chairman

ATTEST:

Donald Harvey, Town Clerk

DRAFT



**Town of Winterville
Board of Adjustment
Agenda Abstract**

Item Section: New Business

Meeting Date: October 20, 2020

Presenter: Bryan Jones, Planning Director

Item to be Considered

Subject: 403 Castleford Drive - Variance

Action Requested: Conditional Use Permit

Attachments: Variance Application, Notification to Adjacent Property Owners

Prepared By: Bryan Jones, Planning Director

Date: 10/14/2020

ABSTRACT ROUTING:

TC

FD

TM

Final

Supporting Documentation

Applicant: Will Kuhn Homes

Location: 403 Castleford Drive (Brookfield Subdivision)

Parcel Number: **84244**

Site Data: **0.34 Acres**

Current Zoning District: **R-10**

Application: Variance of side setbacks from 10' to 8'.

Reason for Variance: Per the application, the layout of the lot with current setbacks and Riparian Buffer doesn't leave an option to build a single family residence.

- ❖ Adjacent property owners were mailed notification of the Variance application on October 5, 2020.
- ❖ Notification was posted on the site on October 5, 2020.
- ❖ Notification of the hearing was published in the Daily Reflector on October 7, 2020 and October 14, 2020.

Budgetary Impact: N/A

Recommendation: N/A



**VARIANCE APPLICATION
TOWN OF WINTERVILLE**

2571 Railroad Steet
P O Box 1459
Winterville, NC 28590
Phone: (252) 756-2221

Staff Use Only
Appl. # _____

1) The building, sign, or land is located at: Street Address 403 Castleford Dr., Winterville, NC 28590
_____ Zoning District R10

2) Application is submitted for a variance from the terms of the Zoning Ordinance as follows:
side setbacks 8' instead of 10'

3) What mitigating condition justifies this application? Layout of lot with current setbacks and Riparian Buffer
doesn't leave an option to build a single family residence.

4) Intended use of the land, building, sign, or structure Single Family Residence

(NOTE: The Board of Adjustment does not have the power to grant a variance permitting the use of land or structures not permitted by the Zoning Ordinance in the district in which the land or structure is located).

5) After completing, sign the statement below:

OWNER/AGENT STATEMENT

I, William O. Kuhn II, being the Owner or Agent (if Agent, complete section below) request approval of a variance as described herein. I agree that this variance, if granted, is authorized on the presentation made herein and may be revoked in the event of any breach of representation or conditions which may be attached. It is further understood that if said variance is not exercised within twelve (12) months from the date of approval, it shall become invalid.

DATE 9/30/20 APPLICANT William O. Kuhn

Applicant Information

Name: William O. Kuhn II

Street Address: 2625 Charles Blvd., Greenville, NC 27858

Mailing Address: 2625 Charles Blvd.

City: Greenville State: NC Zip Code: 27858

Telephone: 252-321-5300

Email Address: WillKuhnHomes@gmail.com



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2571 Railroad Street
PO Box 1459
Winterville, NC 28590

Phone (252)215-2358
Fax (252)756-3109
www.wintervillenc.com

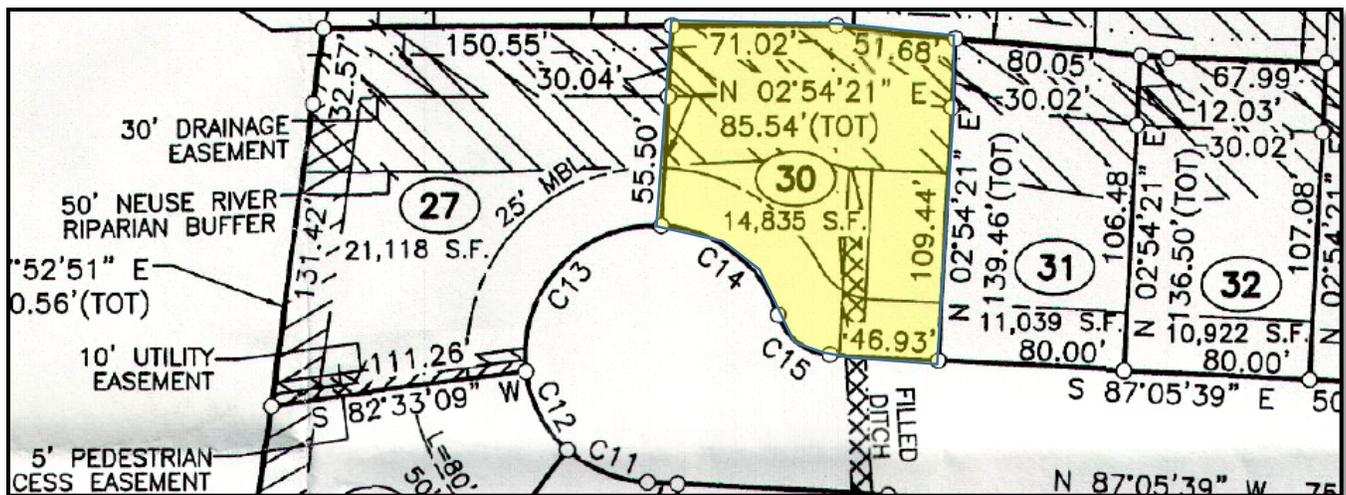
Board of Adjustment Hearing Conditional Use Permit

NOTICE IS HEREBY GIVEN that the Winterville Board of Adjustment will meet on Tuesday, October 20, 2020 at 7:00 pm in the Town Hall Assembly Room at 2571 Railroad Street, in order to have a Board of Adjustment hearing on the Variance Application described below:

An application has been submitted for 403 Castleford Drive (Brookfield, Lot 30 - Parcel Number 84244) requesting a Variance of the side setback requirements from 10' to 8'. The subject property is zoned R-10. Per the application, the layout of the lot with the current setbacks and the presence of the Riparian Buffer does not leave an option to build a single-family residential structure.

Copies of the Zoning Ordinance and Map are on file at the Planning Department Office in the Town Hall and are available for public inspection by contacting bryan.jones@wintervillenc.com or the Winterville Planning Department at (252) 215-2358 or at wintervillenc.com.

The Town of Winterville will be keeping measures in place in an ongoing effort to mitigate the spread of COVID-19. These measures include barring physical attendance at the meeting, employing social distancing, and implementing remote participation. The public is encouraged to watch the meeting live on YouTube (www.wintervillenc.com/videos). Those that wish to address the Town Council during the Public Hearing should contact the Town Clerk at (252) 215-2344 to register by **one business day before the meeting at 5:00 p.m. Prior to or within 24-hours following a public hearing, the public may submit written comments to the Town Clerk's office, 2571 Railroad Street, Winterville, NC 28590, or via email to don.harvey@wintervillenc.com. Please include your name and address.



Richard Lee
Caretta Lee
2820 Cresset Drive
Winterville NC 28590

Jeanette O Fleming
417 Castleford Drive
Winterville, NC 28590

Anne Borisoff
414 Castleford Drive
Winterville, NC 28590

Shakkur A Salaah
Debbie A Salaah
403 Castleford Drive
Winterville, NC 28590

Rachel Burke
2826 Cresset Drive
Winterville, NC 28590

William Bradford
Darshan Bradford
423 Castleford Drive
Winterville, NC 28590

Patricia Jackson
408 Castleford Drive
Winterville, NC 28590

MAILED ON
10/5/2020

Charles Knight
Desena McKenzie
2834 Cresset Drive
Winterville, NC 28590

Cecil Jackson
Tracie Jackson
422 Castleford Drive
Winterville, NC 28590

Ruben E Soto Terron
Marisol Gonzalez Mena
406 Castleford Drive
Winterville, NC 28590

Tony Gonzalez
Andrea Stermer
401 Castleford Drive
Winterville, NC 28590



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2571 RAILROAD ST
PO BOX 1459
WINTERVILLE, NC
28590

PLANNING DEPARTMENT
BRYAN JONES
DIRECTOR

To: Board of Adjustment

From: Bryan Jones, Planning Director

Date: October 1, 2020

Re: Monthly Report

Please find below a summary of the projects, tasks and issues the Planning Department has been working on during the month of **September 2020**.

ZONING COMPLIANCES	Total = 20	YTD (2020) = 152
New Single-Family Residential	3	45
Accessory Structures	7	29
New Business	0	8
Residential Fence	3	33
Additions/Pool/Other	7	37
Other Activities/Projects		
NC Association of Floodplain Managers – Webinar	9/9/2020	Discussed the modernization of datum changes to the National Geodetic Survey.
Pitt County Complete Count Committee	9/10/2020	Discussed the ongoing activities of the 2020 Census.
Town Council Meeting	9/14/2020	FDPO Amendments – Public Hearing (Approved); Eli’s Ridge, Ph 1 & 3 Annex (Set PH.); Davenport Property Rezoning (Set PH.); F&A Construction Rezoning (Set PH)
Pitt County Comprehensive Transportation Plan Steering Committee	9/28/2020	Met to discuss development of the multi-modal plan to identify transportation needs for the next 30 years.
Neuse River Basin Flood Risk Reduction Feasibility Study	9/29/2020	Participated in meeting with the US Army Corps of Engineers to address potential flood risk measures.
National Flood Insurance Program Summer Workshop	9/30/2020	Workshop detailed the duties of the Floodplain Administrator.