



Planning & Zoning

January 17, 2023

7:00 P.M.

WINTERVILLE TOWN HALL ASSEMBLY ROOM

- I. CALL TO ORDER.**
- II. WELCOME.**
- III. EXCUSED ABSENCES.**
- IV. APPROVAL OF AGENDA.**
- V. APPROVAL OF MINUTES.**
 - 1. NOVEMBER - REGULAR MEETING.**
- VI. NEW BUSINESS.**
 - 1. REZONING REQUEST - GRAY POINT MOTORS**
 - 2. REZONING REQUEST - WATERFORD CROSSING**
 - 3. SUBDIVISION ORDINANCE AMENDMENTS**
- VII. REPORTS FROM STAFF.**
- VIII. COMMENTS FROM BOARD MEMBERS.**
- IX. 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 AND ZONING BOARD
MONDAY, NOVEMBER 21, 2022
PLANNING AND ZONING BOARD MEETING MINUTES**

The Planning and Zoning Board met on the above date at 7:00 PM in the Town Hall Assembly Room, with Chairman Gregory Monroe presiding. The following were present:

Gregory Monroe, Chairman (excused)
Douglas R. Kilian, Vice Chairman
Peggy Cliborne, Member
Brandy Daniels, Member
Darlene Gardner, Member
James Godfrey Jones, Member
Anthony Klontz, Member (absent)
Michael Weldin, Member
Henry Hostetler, ETJ Member
Morris Luton, Alternate Member
Bryan Jones, Planning Director
Donald Harvey, Town Clerk

CALL TO ORDER: Vice Chairman Kilian called the meeting to order.

WELCOME: Vice Chairman Kilian welcomed all Board members and the public to the meeting.

EXCUSED ABSENCES: Vice Chairman Kilian requested to excuse the following Board members excused from the meeting: Chairman Monroe

Motion by Member Weldin and second by Member Cliborne to excuse Chairman Monroe. Motion carried unanimously, 8-0.

APPROVAL OF AGENDA:

Motion by Member Weldin and second by Member Cliborne to approve the Agenda as presented. Motion carried unanimously, 8-0.

APPROVAL OF MINUTES: Minutes of the **October 17, 2022** meeting gave for approval.

Motion by Member Cliborne and second by Member Jones to approve the October 17, 2022 minutes as presented. Motion carried unanimously, 8-0.

NEW BUSINESS:

1. Rezoning Request – Southbrook PUD: Planning Director Jones gave the following presentation:

REZONING REQUEST SOUTHBROOK PUD PARCELS 15006, 11636, 82096, 82094

Presenter:
Bryan Jones,
Planning Director



- Applicant: The Coley Group (Scott Moore)
- Location: Church Street Ext and Laurie Ellis Road
- Parcel Numbers: 15006, 11636, 11638, 82096, 82094
- Site Data: 245.43 acres
- Current Zoning District: AR
- Proposed Zoning District: Conditional District PUD (R-6 PUD, MR PUD)



Planned Unit Developments (PUD)

- A PUD is a similar process to a rezoning. Think of each PUD as a customized zoning district that specifically identifies the location of buildings, uses, architectural design, open spaces, etc. PUD's allow an alternative design for a community in exchange for creativity in development.
- The design of a PUD is governed by a site specific development plan to control the layout of the development and the design of all components of the community.



Planned Unit Developments (PUD)

- The PUD process permits the design of conservation/cluster subdivisions which allow cluster development in exchange for permanently preserved open space on the site. This design ensures the protection of the environmentally sensitive features such as streams and riparian areas, ponds, and wetlands. Communities can limit the density to what is permitted under conventional zoning or may choose to offer a density bonus allowing additional density than would otherwise be allowed.



Planned Unit Developments (PUD)

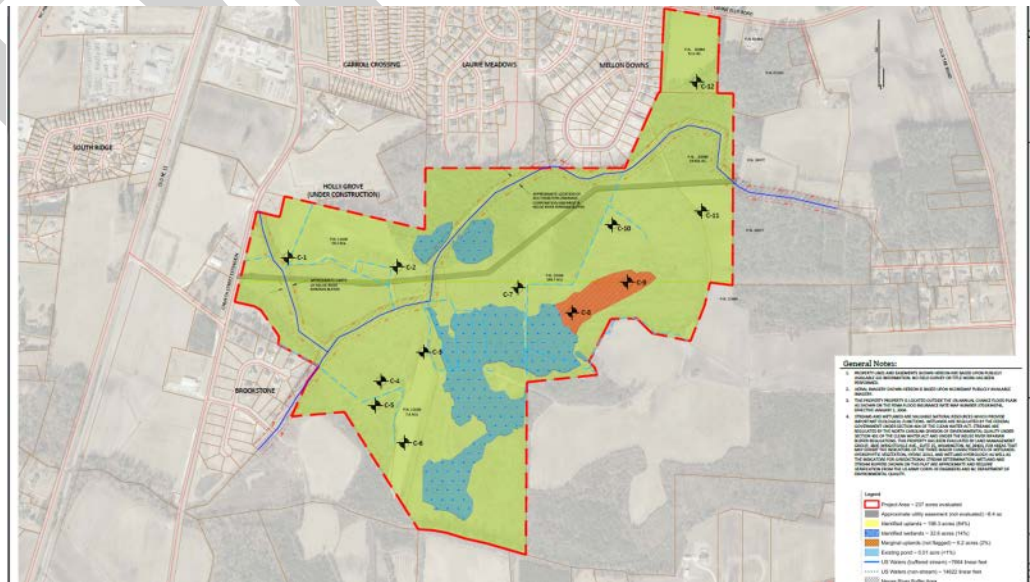
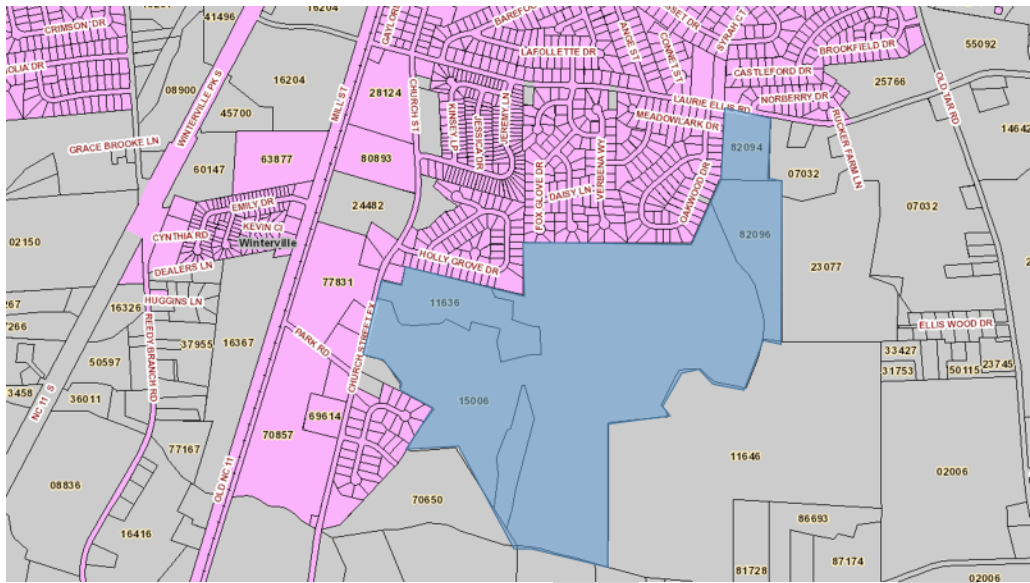
Application for PUD shall be approved only if the following findings area made:

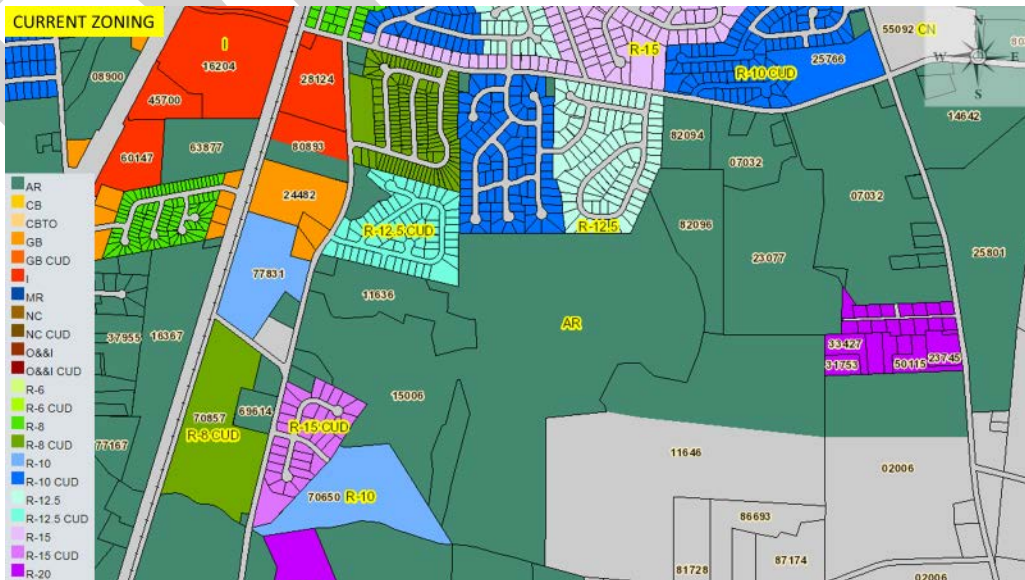
- a. That application of planned unit development requirements to the property will produce a development of equal or higher quality than otherwise required by the strict application of district regulations that would otherwise govern;
- b. That application of planned unit development requirements to the property will encourage innovative arrangement of buildings and open spaces to provide efficient, attractive, flexible, and environmentally sensitive design;
- c. The application of planned unit development requirements to the property will produce a development functioning as a cohesive, unified project; and
- d. That application of planned unit development requirements to the property will not substantially injure or damage the use, value, and enjoyment of surrounding property nor hinder or prevent the development of surrounding property in accordance with the adopted plans and policies of the Town

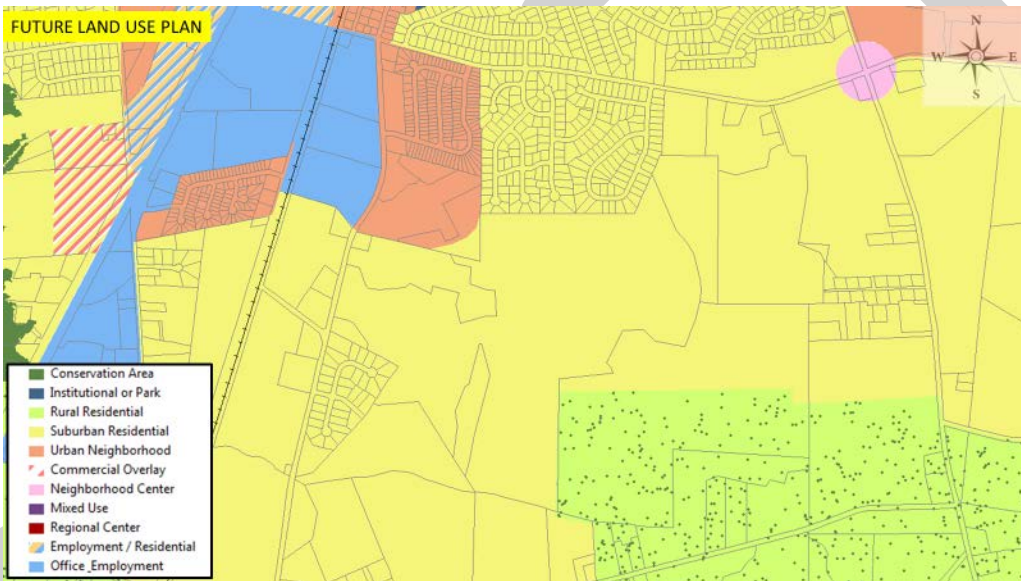
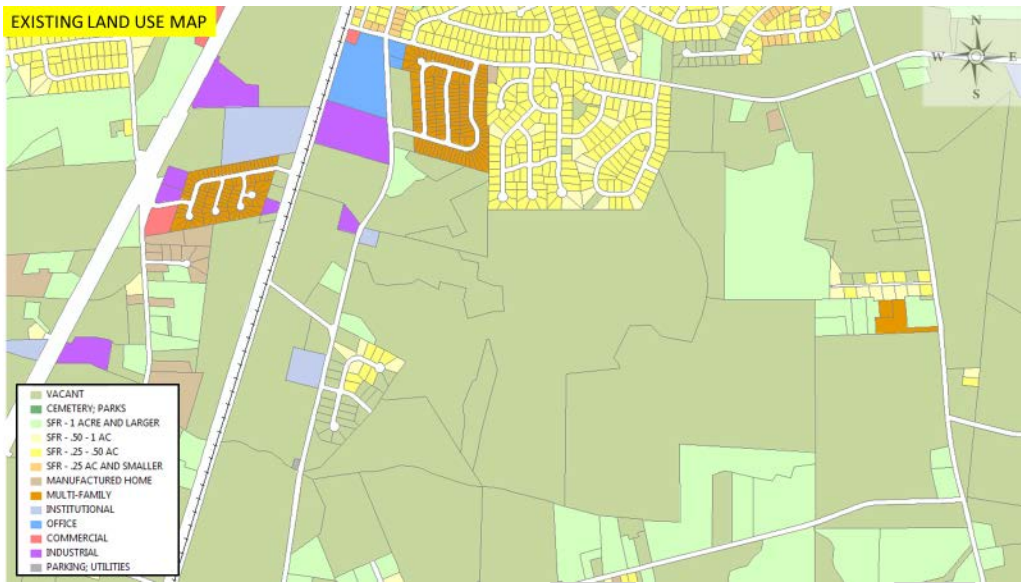


- Adjacent property owners were mailed notification of the rezoning request on November 2, 2022.
- Notification was posted on the site on October 28, 2022.
- Two Community Meetings were held on October 20, 2022.









FUTURE LAND USE CHARACTER AREAS

- Conservation**
 The 100-year floodplain is regulated in order to prevent loss during floods. These areas are appropriate for outdoor recreation, agriculture / silviculture, and are otherwise predominantly unsuitable for development. This area also includes cemeteries.
- Rural Residential**
 Very low density, single family detached residential on very large lots in a rural setting. Generally less than 1 dwelling per acre, and almost always without sewer service. Industrial agricultural operations are still active in these locations.
- Suburban Residential**
 Primarily the large lot, single family detached residential, that many people love about the town's housing stock. Generally 2-3 dwelling units per acre, larger lots, with front- and side-loaded garages. Smaller lot sizes occasionally if minimum standards for open space and amenities are exceeded.
- Urban Neighborhood**
 Primarily medium-sized lots with single family detached residential and occasionally smaller-scale, context-sensitive patio homes and attached residential permitted if design criteria are met. Generally 3-8 dwellings per acre. Some small-scale services, restaurants, or offices encouraged at select locations with good access.
- Commercial Overlay**
 Potential for small-scale commercial that is sensitive to existing residential development if good transportation access is possible.

- Neighborhood Center**
 Context-appropriate commercial, retail, services, professional offices, and occasionally residential located at key locations and crossroads that serve the general neighborhood around them. Small-lot residential or patio homes and/or attached residential could be part of land use mix.
- Mixed Use Center**
 Mix of commercial, retail, restaurants, and service-oriented businesses, with a variety of residential options, including multi-family, townhomes, and upper-story residential. Offices also potentially on upper floors. Walkable places with a pedestrian-focused "downtown" feel.
- Regional Center**
 High- to medium-intensity commercial, retail and lodging uses that act as regional activity centers, with offices and residential potentially mixed in. Primarily auto-oriented destinations with national or regional businesses.
- Employment / Residential**
 These areas could include office buildings, storage and flex uses, supporting commercial uses and/or medium to high-intensity residential uses.
- Office & Employment**
 Large office buildings, manufacturing, distribution, and light- to medium-industrial uses, storage and flex uses, along with associated offices and supporting commercial uses.
- Institution or Park**
 Community schools, the Pitt Community College campus, town parks, and open space areas form a fabric that knits the community together. New institutional, civic, and open space uses are potentially allowed in any future land use category.

FUTURE LAND USE CHARACTER AREA



General Character

Large lot, low density single family residential was identified by the community as a land use type that was appropriate and valued in many locations. This flexible land use type is appropriate for many areas of the planning area and will likely be served by town utilities.

Typical Components	
Density	1-3 per acre
Lot coverage	Low
Building height	1-2 stories
Parking	Off-street: front, side, or rear
Street pattern	Suburban grid, modified grid
Right-of-way width	50'-60'
Block length	600'-1000'
Drainage	Curb-and-gutter
Bicycle/Pedestrian	Sidewalk (one side)
Open Space	10-30%, including passive recreation, trails, playgrounds, amenity centers, fields, greens
Potential zoning	Typically R-20, R-15 or R-12.5, R10 or R8 if additional open space or amenities are provided

Uses

Primarily single family detached residential with sewer service.

Buildings & Parking

Buildings are usually set back from the road and have large front and rear yards. Parking should be off street as much as possible, especially since sidewalks are limited.

Streets & Connections

These neighborhoods have low to medium walk-ability and are fairly homogeneous. Street connections to adjacent neighborhoods is key to creating a community and preserving options for the future. Sidewalks connect neighbors, and landscaping is primarily owner-maintained.



Examples of Suburban Residential

Suburban Residential

RECOMMENDATIONS & IMPLEMENTATION

Land Use

Organizing Goals:

Primary Goals:

- Strengthen and Diversify the Economy
- Safe, Healthy Neighborhoods and Environment
- Activate Downtown

Supporting Goals:

- Create a Town-wide Identity
- Connectivity and Mobility

Policies and Strategies

Policy 1: Encourage a balanced tax base while managing growth.

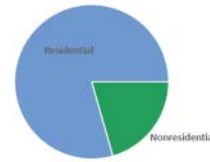
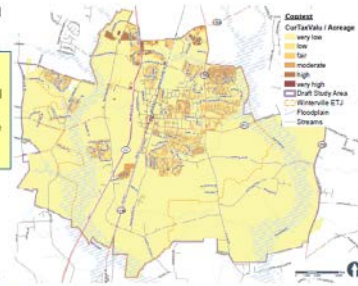
Strategies

- 1.1: Utilize the Future Land Use Map and character areas when considering land use decisions (i.e. development approvals and rezoning decisions) and infrastructure improvement priorities.**
- 1.2: Encourage non-residential growth in the form of retail, restaurants, professional offices and industrial development**

in areas designated as such on the Future Land Use Map.

1.3: Encourage a logical progression of development and extension of utilities and discourage leap-frog development.

- "Leap-frog development" is a term used for development that occurs far away from existing utilities in an area that is separated from existing development by undeveloped properties.
- The future land use map presents a view of the future many years from the current, and each rezoning should be considered on its own merits. It may be necessary to deny rezoning requests if they are premature or do not fit well with surrounding uses, even if the Future Land Use Map supports the rezoning.



Residential properties make up the bulk of the tax base (nearly 80%)

Policy 5: Maintain and improve neighborhood character.

Strategies

5.1: Identify, measure, and codify the character of the places that make Winterville unique.

- Design guidelines or standards that reinforce architectural vernacular styles and/or define streetscape, planting or open space design criteria can help make the built environment in Winterville unique and distinct.

5.2: Encourage open space and amenities in new development.

- Review open space, recreation, and fee-in-lieu standards for new subdivisions to ensure that the recreational needs of new residents are met.
 - Update Zoning Ordinance to require minimum amounts of open space in new residential developments, particularly those in Suburban Residential and Urban Neighborhood areas with gross densities exceeding 2 dwelling units/acre.
 - Consider adopting an incentive for the provision of additional open space, over the minimum.
 - Update Zoning Ordinance to encourage connectivity between open space areas.
 - Update PUD option to specify open space requirements.

Policy 6: Support higher density housing options in strategic locations.

Strategies

6.1: Encourage housing options in locations within walking distance of commercial and mixed use areas.

- Allow for higher density housing near places of work, shopping and as a transitional use between non-residential uses and lower density housing.
- Update land development regulations to encourage development that has a mix of uses and housing types in appropriate zoning districts.
 - Consider smaller lot detached and small-scale attached residential housing in Urban Neighborhood, Employment / Residential, Neighborhood Center and Mixed Use Center areas identified on the Future Land Use Map.
 - Allow multifamily development within and near commercial and mixed use areas, including in Employment / Residential, Neighborhood, Regional and Mixed Use Centers.

6.2: Require that higher density developments, townhomes and apartments meet design criteria that emphasizes architectural detail, quality materials, streetscape standards, amenities and open space, landscaping and street trees to improve design and reduce impacts.



Open space in the form of greens, pocket parks, sports fields and greenways can serve as amenities in new developments, function as gathering places for the community and help to reduce the burden on public parks and facilities. Passive open space, in the form of natural areas can help buffer existing development and natural resources from new development. Standards for open space in Winterville could be increased for new development. In the meantime the conditional zoning process could be utilized to ensure new development fits well near existing residential neighborhoods.



Economic Development

Organizing Goals:

- | | |
|---|--|
| Primary Goals: <ul style="list-style-type: none"> Strengthen and Diversify the Economy Create a Town-wide Identity | Supporting Goals: <ul style="list-style-type: none"> Activate Downtown |
|---|--|

Policies and Strategies

Policy 1: Continue to implement previous plans.

Strategies

- 1.1: Continue to implement relevant recommendations from the adopted economic development plan.**
 - Update the Economic Development Strategy periodically (typically every 5-6 years).
- 1.2: Continue to market the assets and opportunities of Winterville as stated in the adopted economic development plan.**
- 1.3: Emphasize retail, office, light industrial and other commercial development**

especially along Winterville Parkway and other appropriate areas.

Policy 2: Improve self-sufficiency and reduce retail leakage.

Strategies

- 2.1: Support Winterville's transformation from a 'bedroom community' to a 'neighboring community' of Greenville.**
 - The Economic Development Task Force recommended that Winterville grow into its own vibrant community with its own commercial and employment sectors. This will help the Town become a self-sufficient community that recaptures retail leakage from nearby Greenville.
- 2.2: Discourage rezonings to residential zoning districts in high visibility corners with good access and parcels within Office & Employment future land use areas.**

Policy 3: Reinforce the Town's identity as a family-friendly community.

Strategies

- 3.1: Support rezonings to residential uses in the Suburban Residential and Urban Neighborhood areas identified on the future land use map.**
- 3.2: Continue to support and promote**



The majority of Winterville's residential growth has been and will likely be in the form of single family detached residential subdivisions.



Encouraging commercial development on sites with good transportation access will help balance the tax base and create a more self-sufficient community.

2.2: Require or incentivize the connection of stub streets to adjacent properties to allow for future connection of local or collector streets.

- All new development should connect to or stub-out to adjacent parcels (even vacant parcels), providing cross access at regular intervals.
- Current regulations require connections to adjacent properties but could be improved by:
 - Specifying that stub streets should connect to adjoining properties at logical points (i.e. not undevelopable floodplain or wetland areas).
 - Requiring at least two road connections if a subdivision has over 30 lots for emergency access purposes.
 - Implementing an incentive that provides a one (1) lot density bonus for the provision of additional stub-outs, over and above established minimums, if designed appropriately.
- When connecting subdivisions with streets is not possible due to environmental constraints or adjacent incompatible uses (such as an industrial area with truck traffic) or lacks public support, connecting subdivisions via a sidewalk or path should be explored.
- If a stub-out street ends at a creek or water body, require fee-in-lieu for half of the

bridge or culvert construction so that the project can be completed when the adjacent parcel develops.

- Require cross access between adjacent nonresidential parcels where streets do not exist.
- 2.3: Discourage cul-de-sacs and dead end streets wherever possible.**
 - An overabundance of subdivisions using cul-de-sacs can cause additional delay and hinder emergency access.

2.4: Require sidewalks in new developments.

- See Character Area Descriptions for recommendations for location and width.

Policy 3: Consider retrofitting walkways and connector paths to connect neighborhoods and points of interest.

3.1: Where existing right of way exists and connections are possible consider a road extension or a pedestrian walkway to connect these neighborhoods.

- One opportunity is the south-end of Franklin Drive and the north-end of Winston Drive.



Cul-de-sac roads are a predominant development pattern in Winterville. Consider retrofitting more walkways through these cul-de-sacs, constructing new sidewalks, and requiring more connectivity through street connections and connector paths for new development. These steps can improve safety for biking and walking and provide more options for golf carts, scooters, and new mobility devices.

width of 30 feet wide wherever shown on the greenway master plan.

Policy 6: Encourage quality open space.

Strategies

- 6.1: Review and enhance open space requirements for residential development.**
 - New subdivisions should be required to set aside usable open space, not just floodplain and wetlands.
- 6.2: Provide incentives for more open space and amenities in new neighborhoods. Incentives could include:**
 - Lot size reductions, increased density allowances and/or reduction in recreation fees could be considered.
- 6.3: Review and revise recreation dedication and fee-in-lieu as needed to ensure that new growth mitigates its impact on recreational resources.**
- 6.4: Incentivize tree preservation and water quality protection in site design.**
 - Incentives, such as credit toward open space requirements, can sometimes work better than requirements. Preserving stands of mature trees should be prioritized over single tree saves.
 - Stormwater facilities with naturalized design could count toward open space.
 - Stormwater devices should be built to mimic pre-development conditions.

Conservation subdivision design that includes open space and amenities should be encouraged in Suburban Residential areas.

The below graphics illustrate two alternatives for designing a residential subdivision. Each design includes the same number of lots and homes. The graphic on the left illustrates a Conservation Subdivision Design alternative that reserves more land as open space and amenities in exchange for more flexibility in lot size. Studies have shown that parks and open space in new subdivisions can result in higher property values. The current zoning code in Winterville results in conventional design with limited open space. Allowing smaller lots if minimum open space requirements are exceeded could help preserve unique natural features and result in higher property values.



Conservation Subdivision Design
Lots: ~130
Open Space: ~40%



Conventional Subdivision Design
Lots: ~130
Open Space: ~13%

Staff Recommendation:

- The Conditional District PUD rezoning request is consistent with the intent and purpose of the Zoning Ordinance, Future Land Use Plan and is compatible with the future development and trends in the surrounding area.
- Planning Staff finds the request is reasonable and in the public interest because the proposed zoning district is compatible with surrounding land uses and the future land use plan.
- Staff recommends approval of the request to rezone 245.43 acres from AR to Conditional District PUD (R-6 PUD, MR PUD).



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The project developer, Scott Moore with The Coley Group gave the following presentations:



Southbrook Rezoning Plan

245 Acre Site
2.5 Unit per Acre

Density
612 Total Units
459 Single Family Detached
153 Single Family Attached

Open Space
81.43 Total Acres (33.2%)
48.63 Usable Acres (19.8%)

Proposed Rezoning
R-6-CD PUD (For Detached)
MR – CD PUD (For Attached)

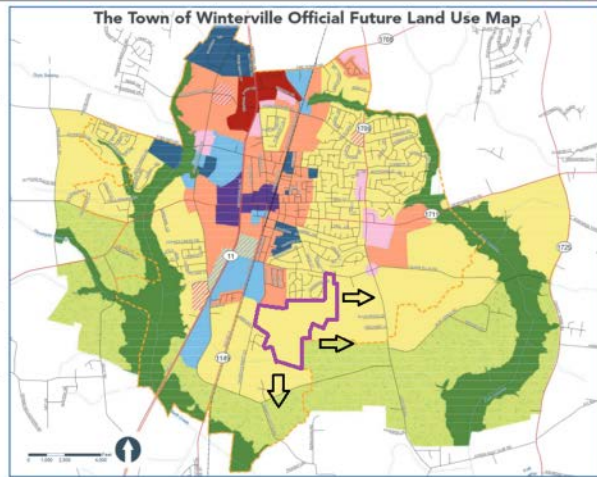
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FUTURE LAND USE MAP

Future Land Use is the community's vision for their future, and will help guide town leadership in deciding rezoning requests.

The Future Land Use character areas were created and established for the Winterville study area. These character areas describe the intended land use pattern and are meant to guide rezonings and the design of future development.

The study area is larger than the Town's Extrajurisdictional Jurisdiction (EJ) because it represents areas with potential to be served together with sewer due to topography.



Town of Winterville

Comprehensive Land Use Plan | 44

2

Winterville Comprehensive Land Use Plan

This Property and our proposal will set the stage for future development to the Southern & Southeastern Portions of Winterville

FUTURE LAND USE CHARACTER AREAS

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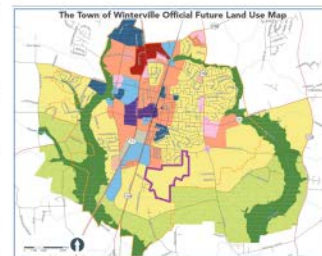
Adopted: 10/14/2019

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Land Use & Character | 45

Winterville Comprehensive Land Use Plan

This Property and our proposal is located in the Suburban Residential Area



3

width of 30 feet wide wherever shown on the greenway master plan.

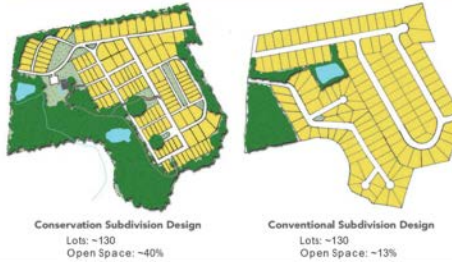
Policy 6: Encourage quality open space. Strategies

- 6.1: Review and enhance open space requirements for residential development.**
 - New subdivisions should be required to set aside usable open space, not just floodplain and wetlands.
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Adopted: 10/14/2019

Recommendations & Implementation | 77

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Winterville Comprehensive Land Use Plan

Our Proposal is pursuing a Conservation Subdivision Design

Open Space Strategies are encouraged in Suburban Residential areas

Incentives include Lot Size Reductions with increases in Open Space, Amenities & Tree Save

Stormwater Facilities will be built throughout the community to address on site water quality

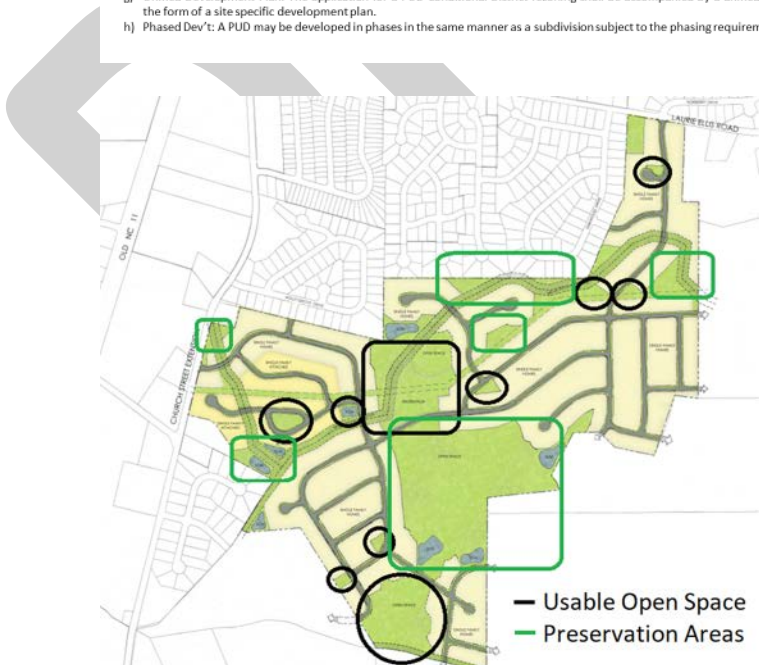
Section 6.5 Special Requirements to the Table of Permitted and Special Uses. SR 8. Planned Unit Development.

2. Application for PUD shall be approved only if the following findings area made:
 - a) The Property will produce a **development of equal or higher quality** than otherwise required by the strict application of district regulations that would otherwise govern;
 - b) The Property will encourage **Innovative arrangement of buildings and open spaces** to provide efficient, attractive, flexible, and environmentally sensitive design;
 - c) The property will produce a development functioning as a **cohesive, unified project**; and
 - d) The property **will not substantially injure or damage** the use, value, and enjoyment of **surrounding property** nor hinder or prevent the development of surrounding property in accordance with the adopted plans and policies of the Town.
3. An approved PUD Conditional District and the approved verified development plan shall govern all uses and development activities in a PUD.
8. Development Standards: Development in a PUD shall be exempt from the minimum required lot width, front yard, side yard and rear yard requirements of the Schedule of District Regulations and from Section 3.2 and 3.3 relating to relationship of buildings to lots and access to streets provided that the following development standards are followed:
 - a) Lot Size: No lot for a single-family detached dwelling shall be less than the minimum lot size for a single-family dwelling in the zoning district in which the PUD is located...and multi-family developments...are permitted subject to the Special Requirements for such developments.
 - b) Vehicle Access: Area between structures shall be covered by easements where necessary for access and to provide for maintenance and utility service. Local streets shall be located and designed so that they do not encourage through access by traffic with origins and destinations outside of the development.
 - c) Pedestrian Access: PUD's shall be designed and developed and uses so arranged to promote pedestrian access within the development.
 - d) Non-Residential Areas: N/A- There are no non-residential areas as a part of this proposal.
 - e) Boundary Treatment: The scale and setbacks of development in a PUD within one-hundred and fifty (150) feet of the perimeter of the PUD shall be in harmony with development on adjacent lands.
 - f) Environmentally Sensitive Areas: Through innovative arrangement of buildings and spaces, we will protect environmentally sensitive areas.
 - g) Unified Development Plan: The application for a PUD Conditional District rezoning shall be accompanied by a unified development plan in the form of a site specific development plan.
 - h) Phased Dev't: A PUD may be developed in phases in the same manner as a subdivision subject to the phasing requirement for subdivisions.

5

Winterville Planned Unit Development (PUD)

Our proposal is a PUD Conditional District Rezoning which will include a site specific development plan and a guidebook which stipulates additional terms/conditions that shall govern all uses and development activities in accordance with the zoning ordinance.



Southbrook Open Space

245 Acre Site

Ordinance Open Space Requirement
1,200 sq/ft for each unit.
612 x 1,200 = 734,400 sq/ft
734,400 / 43,560 = **16.86 Total Acres (6.8% of the site)**

Usability & Location are Key Elements
75% Outside of Wetland – **12.64 Acres**

Proposed
81.43 Total Acres (33.2% of the site)
48.63 AC are Usable (19.8% of the site)
• 4.87 AC Central Recreation Area
• 43.76 AC of Other Open Space

* 4.8x More than the Required Total
* 3.8x More than the Required Usable

6

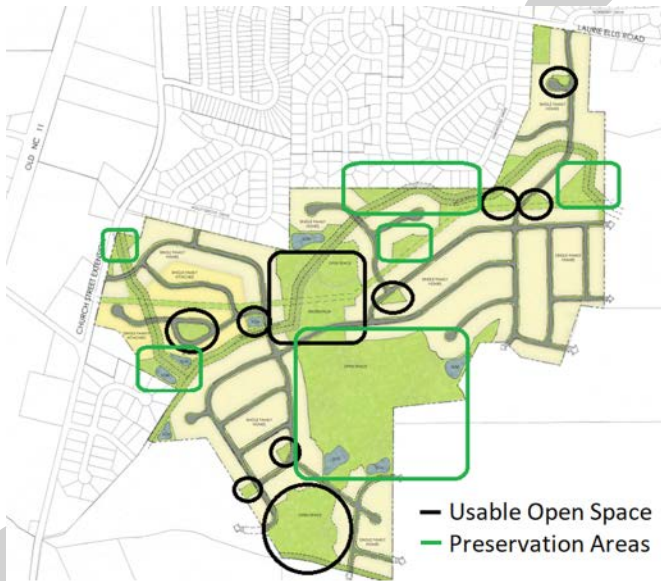


Southbrook Lot Layout & Grouping

Pockets of Home Development Surrounded by Open Space Areas as per the Land Use Plan.

Single Family Attached will be internal to the community and surrounded by Single Family Detached Homes and/or Buffers.

7



Southbrook Open Space

245 Acre Site

Ordinance Open Space Requirement
 1,200 sq/ft for each unit.
 $612 \times 1,200 = 734,400$ sq/ft
 $734,400 / 43,560 = 16.86$ Total Acres
 (6.8% of the site)

Usability & Location are Key Elements
 75% Outside of Wetland – 12.64 Acres

Proposed
81.43 Total Acres (33.2% of the site)
 48.63 AC are Usable (19.8% of the site)

- 4.87 AC Central Recreation Area
- 43.76 AC of Other Open Space

* 4.8x More than the Required Total
 * 3.8x More than the Required Usable

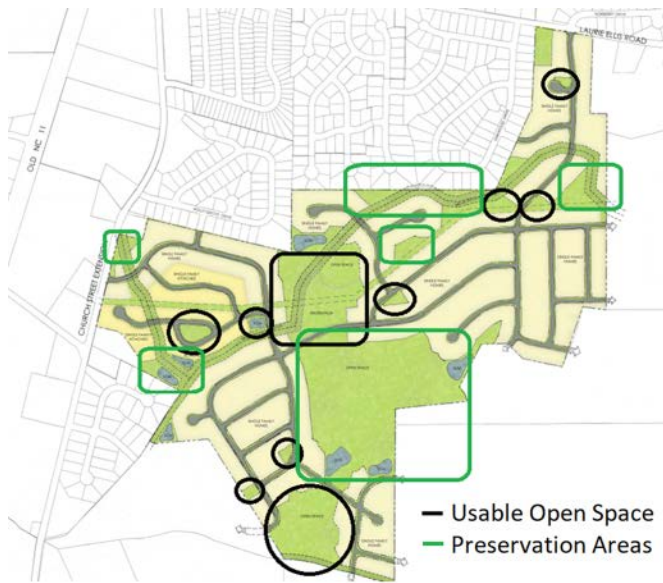
8



Sunset Bluffs Fuquay Varina, NC

Open Space
Pocket Parks

9



Southbrook Open Space

245 Acre Site

Ordinance Open Space Requirement

1,200 sq/ft for each unit.
 $612 \times 1,200 = 734,400$ sq/ft
 $734,400 / 43,560 = 16.86$ Total Acres
 (6.8% of the site)

Usability & Location are Key Elements
 75% Outside of Wetland – 12.64 Acres

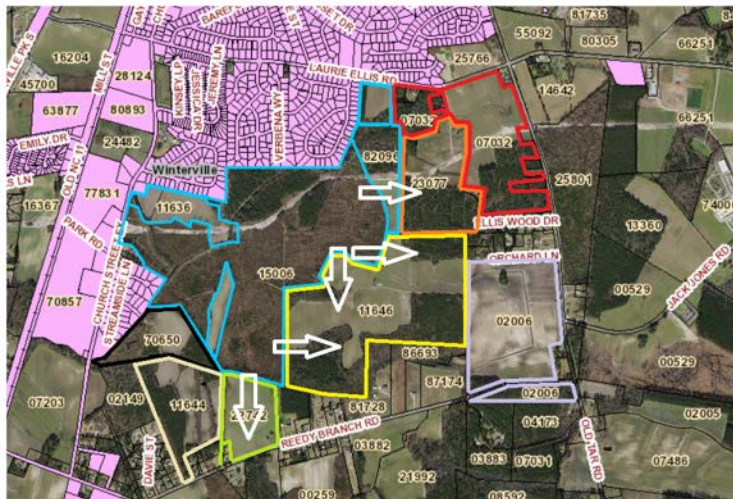
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81.43 Total Acres (33.2% of the site)
 48.63 AC are Usable (19.8% of the site)

- 4.87 AC Central Recreation Area
- 43.76 AC of Other Open Space

* 4.8x More than the Required Total
 * 3.8x More than the Required Usable

10



Southbrook Roadway Connectivity

Multiple Access Points on the Eastern & Southern Property Boundaries will provide for roadway interconnectivity within communities.

Access to Reedy Branch Road & Old Tar Road will be available through future development.

11



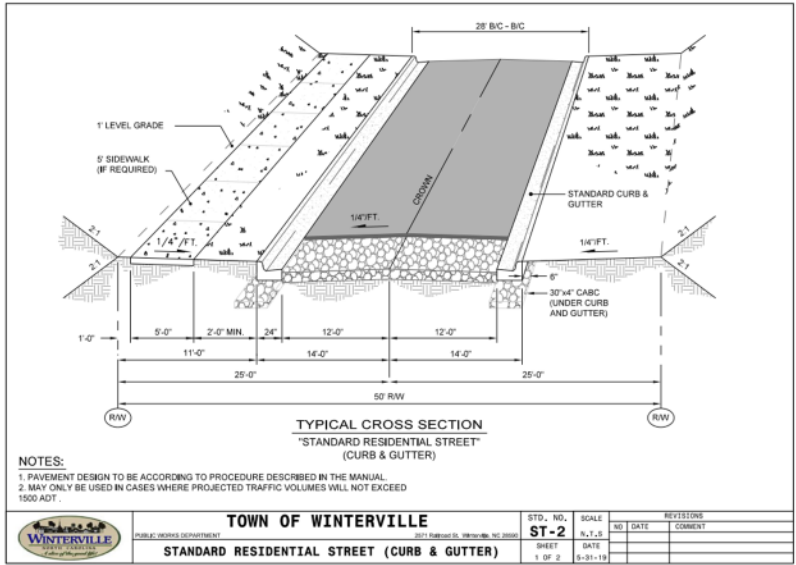
Southbrook Roadway Connectivity

2 New Community Entrances
 (Laurie Ellis Road & Church Street Extension)

3 Existing Stub Street Connections- Brookstone, Holly Grove, Mellon Downs

7 Proposed Stub Street Connections to adjacent properties.

12

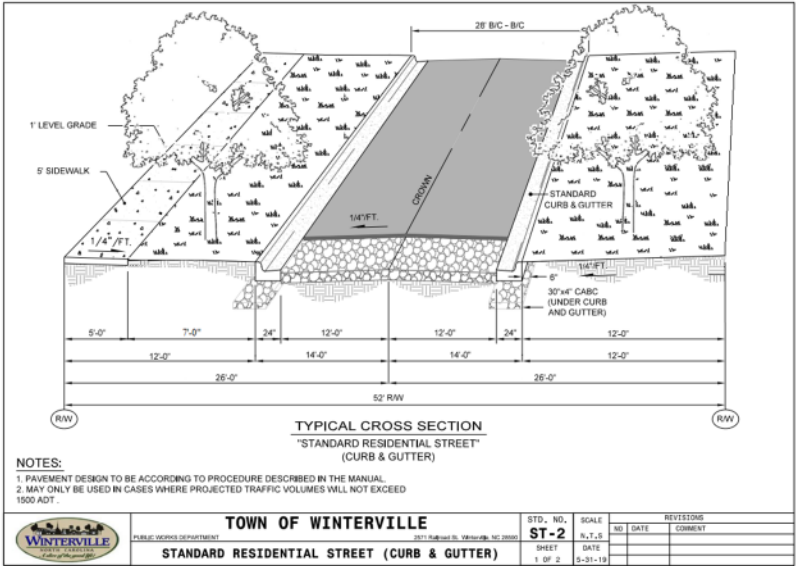


**Southbrook
Streetscape Design**

This is the current Town of Winterville Standard Residential Street Cross Section with Curb & Gutter.

In order to enhance our streetscape design, our PUD contains slight modifications with increases to the planting strips only (as shown in the following slides).

13



**Southbrook
Streetscape Design**

These modifications will allow for street trees to be planted within the planting strips 50' on center throughout the community.

This proposed streetscape can be found in Sunset Bluffs (one of our existing communities) in Fuquay Varina, NC

14





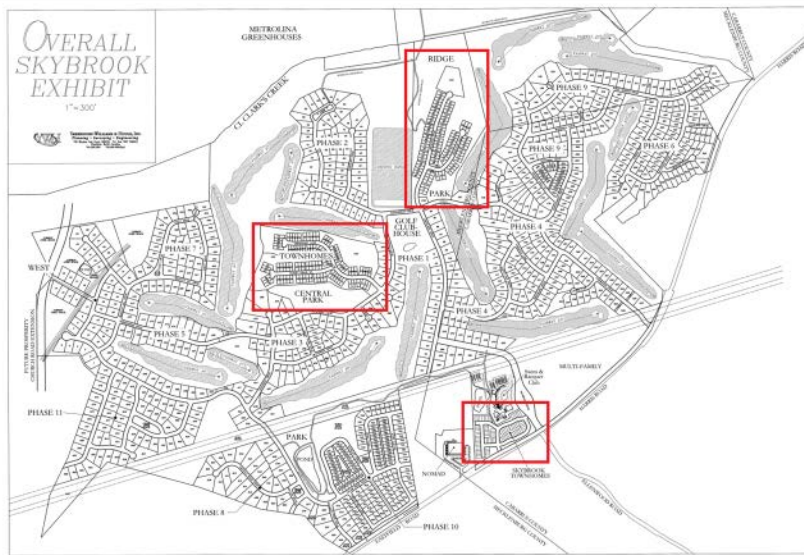
Southbrook
Rezoning Plan

245 Acre Site
2.5 Unit per Acre

Density
612 Total Units
459 Single Family Detached
153 Single Family Attached

Open Space
81.43 Total Acres (33.2%)
48.63 Usable Acres (19.8%)

Proposed Rezoning
R-6-CD PUD (For Detached)
MR – CD PUD (For Attached)



**Skybrook
Huntersville, NC
Mecklenburg &
Cabarrus Counties**

Golf Course
Community

3 Single Family
Attached Phases
as a part of the
community

19



**Skybrook
Huntersville, NC
Mecklenburg &
Cabarrus Counties**

3 Single Family
Attached Phases



**Southbrook
Rezoning Plan**

245 Acre Site
2.5 Unit per Acre

Density
612 Total Units
459 Single Family Detached
153 Single Family Attached

Open Space
81.43 Total Acres (33.2%)
48.63 Usable Acres (19.8%)

Proposed Rezoning
R-6-CD PUD (For Detached)
MR - CD PUD (For Attached)

21

Member Weldin noted that the packet outlined some residential restrictions, will it be a gated community. Scott Moore said that it will not a gated community. Member Weldin asked how much traffic will go onto Laurie Ellis. Scott Moore said a traffic mitigation plan study would be conducted. Member Weldin asked if the open spaces be HOA maintained. Scott Moore said that a the HOA will be setup for success, past developments are documented to succeed. Member Weldin asked if the development firm be involved in HOA. Scott Moore noted they will be there to support them. Member Weldin said we want to make sure it stays good looking. Member Daniels asked what the projected price point will be. Scott Moore said it will be 2 years out and it is difficult to say at this time. Member Daniels asked if they have looked at adjoining developments. Member Hostetler asked if homeowners have a say in open spaces. Scott Moore said that the development will start before housing starts. Member Jones asked if the Town will have a maintenance responsibility. Scott Moore responded do not anticipate any.

Vice Chairman Kilian ask for any Public Comments:

Planning Director Jones noted that letters in favor of the rezoning are at their seats from W. Abbott Hunsucker, Lewis Tripp, Bobby Edwards, and Jeff Stallings.

Carissa Best said she rejects the density, but does not oppose or support the rezoning, she would need more information.

Corbett Harris commented about the cross connectivity, can adjoining development use open spaces.

Vice Chairman Kilian ask for further questions. There being none, what is the pleasure of the Board?

Motion by Member Cliborne and second by Member Weldin to approve the Rezoning Request for Southbrook PUD. Motion carried unanimously, 8-0.

REPORTS FROM STAFF:

Vice Chairman Kilian ask for reports from staff.

Planning Director Jones noted the items from the following monthly report.



2571 RAILROAD ST
PO BOX 1459
WINTERVILLE, NC
28590

PLANNING DEPARTMENT
BRYAN JONES
DIRECTOR

To: Town Council
From: Bryan Jones, Planning Director
Date: November 8, 2022
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 **October 2022.**

ZONING COMPLIANCES	Total = 20	YTD (2022) = 217
New Single-Family Residential	5	111
Accessory Structures	0	30
New Business	0	13
Residential Fence	7	26
Additions/ Pools/Other	8	37
Other Activities/Projects		
Winterville TRC Meeting	10/4/2022	Open Door Expansion – Site Plan
Town Council Meeting	10/10/2022	Rezoning Request Parcels 37224, 68790, 70655 – Schedule PH
Subdivision Process Review	10/12/2022	Staff met to discuss approval process for subdivision improvements and acceptance.
Planning and Zoning Board Meeting	10/17/2022	Sunshine Lane FP – recommended approval
Old Tar Widening Project – On-site Meeting	10/27/22	Town Staff met NCDOT and DWQ staff on-site at the Town’s substation to discuss access requirements in association with the Old Tar Widening project.



COMMENTS FROM BOARD MEMBERS:

Vice Chairman Kilian ask if there were any comments from members of the Board.

Member Gardner: Noted items at Holly Grove development.

ADJOURN:

Vice Chairman Kilian requested a motion to adjourn.

Motion by Member Weldin and second by Member Gardner to adjourn the meeting. Motion carried unanimously, 8-0. Meeting adjourned at 7:49 pm.

Adopted this the 19th day of December 2022.

Gregory Monroe, Chairman

ATTEST:

Donald Harvey, Town Clerk

DRAFT



**Town of Winterville
Planning and Zoning Board
Agenda Abstract**

Item Section: New Business

Meeting Date: January 17, 2023

Presenter: Bryan Jones, Planning

Item to be Considered

Subject: Gray Point Motors – Rezoning Request

Action Requested: Consider the Rezoning Request

Attachments: Rezoning Application, Rezoning Map, Legal Description, Notification to Adjacent Property Owners, Staff Report

Prepared By: Bryan Jones, Planning Director

Date: 12/8/2022

ABSTRACT ROUTING:

TC

FD

TM

Final

Supporting Documentation

Applicant: Linda Brock Best

Location: Chapman Street at its intersection with Depot Street

Parcel Numbers: **20628, 28376**

Site Data: **245.43 acres**

Current Zoning District: **MR-CD**

Proposed Zoning District: **GB-CD**

- ❖ Proposed Zoning Districts: General Business with the condition “to be able to build a used car dealership with a mechanic shop.”
- ❖ Adjacent property owners were mailed notification of the rezoning request on December 2, 2022.
- ❖ Notification was posted on the site on December 2, 2022.

Budgetary Impact: N/A

Recommendation: Denial of the Rezoning Request.



**REZONING APPLICATION
TOWN OF WINTERVILLE**

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

Staff Use Only Appl. # _____

OWNERSHIP INFORMATION:

Applicant: Linda Brock Best
Address: 192 Hilltop Rd. Newport, NC 28570
Phone #: 252-723-4220
Owner: _____
Address: _____
Phone #: _____

PROPERTY INFORMATION

Parcel #: 20628 + 28376 Area (square feet or acres): 2.91 acres + .36 acres
Current Land Use: Open Field
Location of Property: 2576 Chapman St. Winterville, NC 28590

ZONING REQUEST

Existing Zoning: Multi-Family (MR) Requested Zoning: General Business (GB)
Reason for zoning change: To be able to build a used car dealership with a mechanic shop

This application shall be accompanied by the following items:

- A map drawn to a scale of not less than 400 feet to the inch and not more than 20 feet to the inch showing the land covered by the proposed amendment;
- A legal description of the property;
- A list of the names and addresses of all owners of property involved in the map change and all adjoining property owners as shown on County tax records;
- A filing fee according to a regularly adopted Fee Schedule of the Town.

OWNER/AGENT STATEMENT

I, Mike Baldwin, being the Owner or Agent (if Agent, complete section below) request that the attached rezoning request be placed on the agenda of the Planning and Zoning Board meeting scheduled for .

I understand that failure to address any item in the zoning amendment application requirements of the zoning ordinance may result in the rezoning request not meeting the minimum submission requirements and will be returned to me for revision and resubmission at the next regular review cycle.

[Signature] 11/20/22
Signature Date

NOTE: AGENTS ACTING ON BEHALF OF THE PROPERTY OWNER MUST HAVE A NOTARIZED STATEMENT FROM THE PROPERTY OWNER GIVING THEM THE AUTHORITY TO ACT ON THE OWNER'S BEHALF.

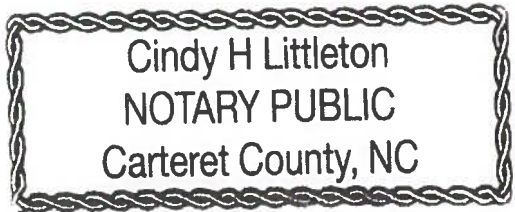
I, Linda Brock Best, being the Owner of the property described herein, do hereby authorize Mike Baldwin as agent for the purpose of this application.

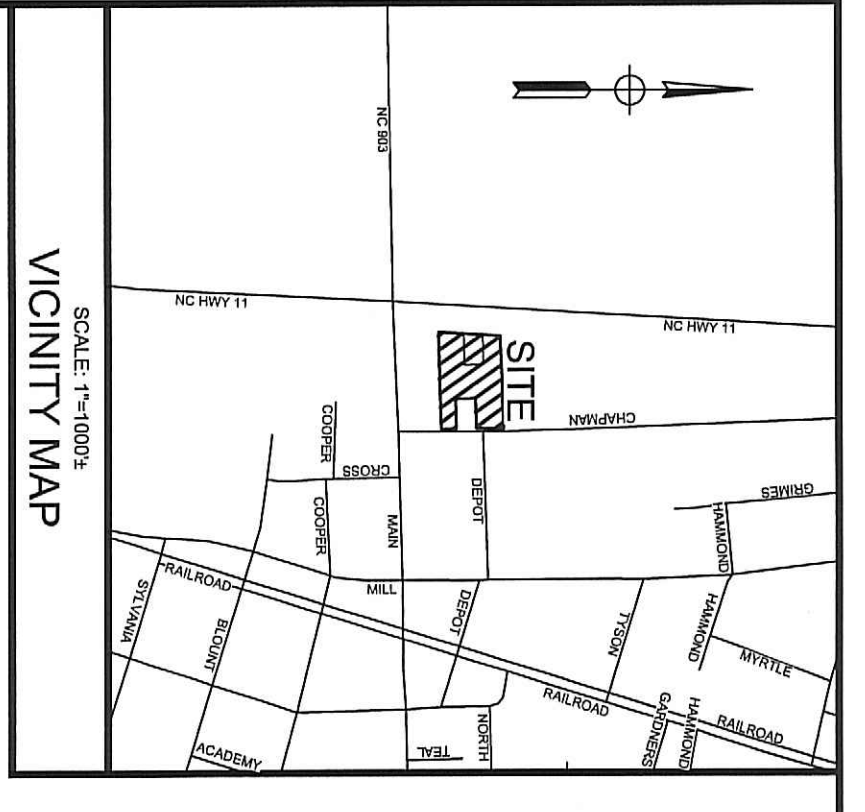
Linda Brock Best 10-26-2022
Signature Date

Sworn to and subscribed before me, this 26 day of October, 2022.

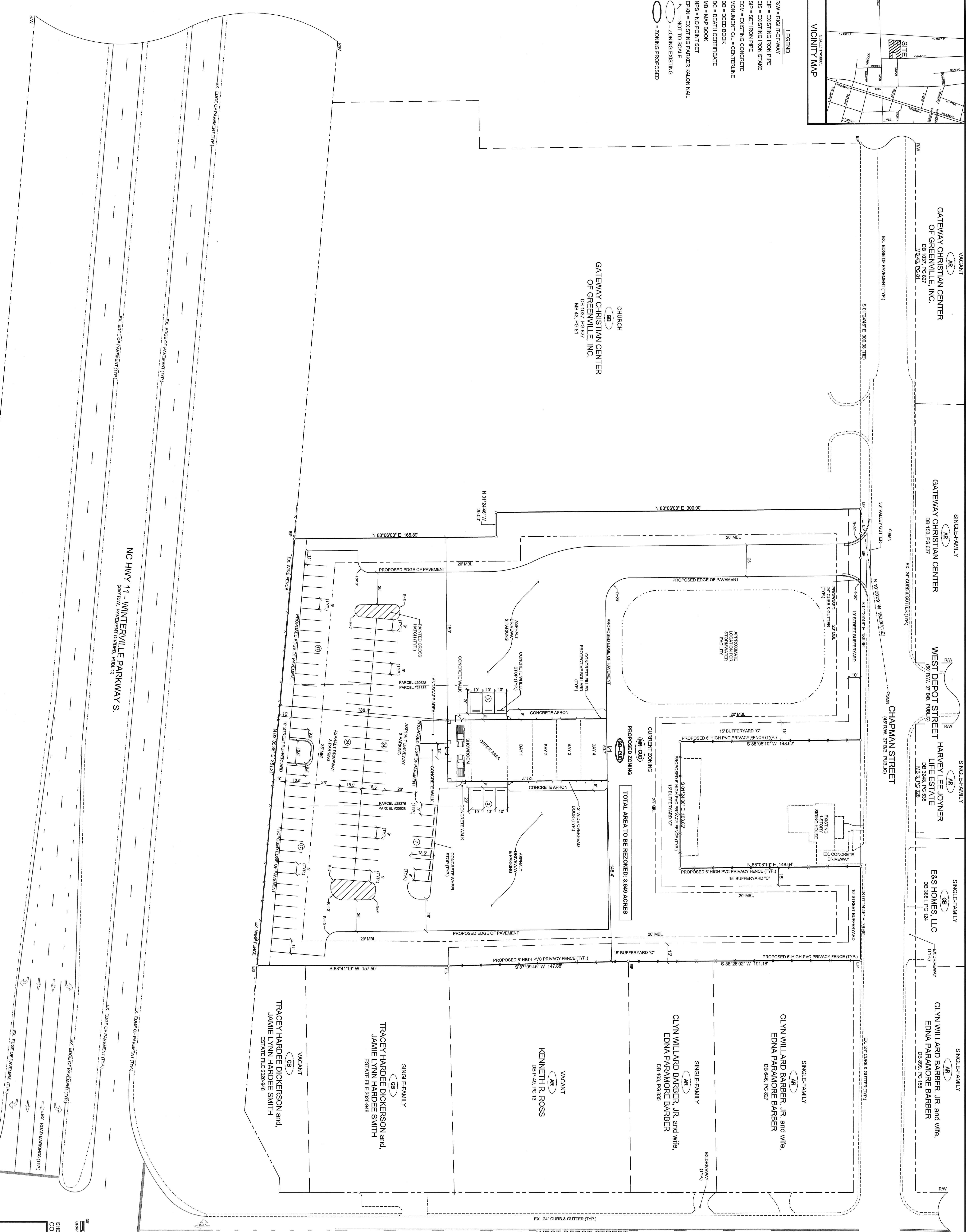
Cindy H. Littleton
Notary Public

My Commission Expires:
12-12-2023





- LEGEND**
- RM = RIGHT-OF-WAY
 - EP = EXISTING IRON PIPE
 - EIS = EXISTING IRON STAKE
 - SIP = SET IRON PIPE
 - ECM = EXISTING CONCRETE MONUMENT CL = CENTERLINE
 - DB = DEED BOOK
 - DC = DEATH CERTIFICATE
 - MB = MAP BOOK
 - NPS = NO POINT SET
 - SPN = EXISTING PARKER KALON WALL
 - = NOT TO SCALE
 - = ZONING EXISTING
 - = ZONING PROPOSED



WINTERVILLE TOWNSHIP, PITT COUNTY, N.C.

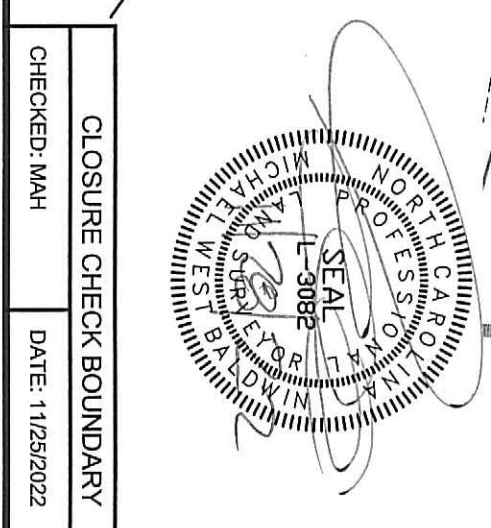
OWNER: LINDA BEST BROCK and husband,
D. L. BROCK
 ADDRESS: 124 HOBART BLDG
 NEWPORT, NC 28570
 PHONE: (252) 355-7783

PROJECT: GRAY POINT MOTORS
 REFERENCE: ESTATE FILE 2013-81 OF THE PITT COUNTY CLERK OF COURTS OFFICE

SHEET 1 OF 1
 CONDITIONAL USE REZONING MAP
 TAX PARCEL #20228
 TAX PARCEL #23376

APPROVED: MMB
 DATE: 11/28/2022
 SCALE: 1" = 30'

CHECKED: MMB



CLOSURE CHECK ROUNDKEY
 CHECKED: MMB
 DATE: 11/29/2022

emil_sdmn@baldwinpros.com

Situated in Winterville Township, Pitt County, North Carolina more particularly described as follows: Beginning at an iron in the western right-of-way line of Chapman Street, said iron being the northeast corner of the Barber property; and running thence North 83 deg. 46 min. West 497 feet to an iron, said iron being the northwest corner of the Hardee property and NC HWY 11 right of way; thence running North 11 deg. 45 min. East 713 feet along the NC HWY 11 right of way to an iron, and thence running South 83 deg. 46 min. East 477 feet to an iron, said iron being located in the western right-of-way line of Chapman Street, and thence along the western right-of-way of Chapman Street in a South 06 deg. 44' West 150 feet to an iron; and thence North 83 deg. 45 min. West 150 feet to an iron; and thence South 06 deg. 44 min. West 100 feet to an iron; and then South 83 deg. 46 min. East 150 feet to an iron, said iron being in the western right-of-way of Chapman Street, and thence along the western right-of-way of Chapman Street in a southerly direction 80 feet to an iron, the point of beginning.



2571 Railroad Street
PO Box 1459
Winterville, NC 28590

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

**Planning and Zoning
Rezoning Request**

NOTICE IS HEREBY GIVEN that the Winterville Planning and Zoning Board will meet on **TUESDAY, JANUARY 17, 2023** at 7:00 pm in the Town Hall Assembly Room at 2571 Railroad Street, in order to consider the following request:

Linda Brock Best c/o Baldwin Design Consultants has submitted a rezoning application to rezone Parcels 20628 and 28376 (3.27 Acres) as shown on the attached map from Multifamily Residential (MR-CD) to General Business (GB-CD). Per the application, the proposed conditional district is “to be able to build a used car dealership with a mechanic shop.”

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) 756-2221 or at wintervillenc.com.

Citizens are encouraged to attend the hearing. Citizens may also view the hearing on the Winterville website at www.wintervillenc.com/videos . If for any reason you have difficulty accessing the Town’s video page, please go to the Town’s YouTube channel at: www.youtube.com/channel/UChejtVcuiD9O3_zzTrrBj4g .

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.

Clyn Willard Barber, Jr.
Edna Paramore Barber
2490 Red Forbes Road
WINTERVILLE NC 28590

R E Davenport Jr Family Ltd
Partnership
PO Box 66
Farmville, NC 27828

Soddy & Soddy Properties, LLC
5351 Reedy Branch Road
Winterville, NC 28590

Travis Oscar Hardee
Ellen Roebuck Hardee
5351 Reedy Branch Road
Winterville, NC 28590

Michael R. Weldin
Joyce H. Weldin
135 Depot Street
Winterville, NC 28590

Tracey Hardee Dickerson
Jamie Lynn Hardee Smith
4077 Blackjack Simpson Rd
Greenville, NC 27858

GKA, Inc
PO Box 611
Winterville, NC 28590

Linda Brock Best
David Earl Brock Heirs
134 Howard Blvd
Newport, NC 28570

E & S Homes, LLC
2579 Chapman Street
Winterville, NC 28590

Melinda Elizabeth Hines
121 Depot Street
Winterville, NC 28590

Jamie L. Keeter
Jean Anne Keeter
PO Box 14
Winterville, NC 28590

Harvey Lee Joyner Life Estate
Barbara Hines Joyner Life Estate
104 Depot Street
Winterville, NC 28590

Evelyn Jarvis Branch
PO Box 316
Winterville, NC 28590

Kenneth Ross
1711 Ross Lane
Greenville, NC 27834

Gateway Christian Center of
Greenville Inc.
PO Box 1329
Winterville, NC 28590

Walter Ashley Dail, Jr
Judith Rose Dail
PO Box 808
Winterville, NC 28590



**Town of Winterville Planning Department
Zoning Staff Report**

GENERAL INFORMATION

APPLICANT	Linda Brock Bes
HEARING TYPE	Rezoning Request
REQUEST	General Business (GB) – Conditional District
CONDITIONS	Used car dealership with a mechanic shop.
LOCATION	Chapman Street / Depot Street
PARCEL ID NUMBER(S)	15006, 11636, 11638, 82096, 82094
PUBLIC NOTIFICATION	Adjacent property owners were mailed notification of the rezoning request on December 2, 2022. Notification was posted on site on December 2, 2022. 16 properties were mailed notification.
TRACT SIZE	3.17 +/- acres
TOPOGRAPHY	Flat
VEGETATION	Cleared

SITE DATA

EXISTING USE	Vacant/ Wooded
---------------------	----------------

ADJACENT PROPERTY	ZONING	ADJACENT LAND USE
N	GB	Church
W	GB	Agricultural
E	R-6/CB	Single Family Residential, Commercial
S	R-6/GB	Single Family Residential, Commercial

ZONING DISTRICT STANDARDS

DISTRICT SUMMARIES	EXISTING	REQUESTED
ZONING DISTRICT DESIGNATION	MR-CD	GB-CD
MAX DENSITY	TBD	TBD
TYPICAL USES	MR- High-density residential neighborhoods.	Accommodates business that serve the traveling public, require large amounts of land and are not oriented to the pedestrian shopper.



SPECIAL INFORMATION

OVERLAY DISTRICT	N/A
ENVIRONMENTAL / SOILS	N/A
FLOODPLAIN	N/A
STREAMS	N/A
OTHER	If >1 acre is disturbed, site must meet Phase 2 stormwater requirements and provide Soil Erosion and Sedimentation Control Permit
SITE PLAN REQUIREMENTS	Site Plan / Construction Plan required.

**These regulations may not reflect all requirements for all situations. See the Town of Winterville Zoning Ordinance for all applicable regulations for site requirements for this zoning district.

LANDSCAPING & BUFFER REQUIREMENTS

Development must meet requirements of the Zoning Ordinance (Article X-A. Vegetation and Buffering Requirements).

TRANSPORTATION

STREET CLASSIFICATION	Chapman Street – TOW Street Church Street Ext – TOW Street
SITE ACCESS	All access must be designed and constructed to meet the Town of Winterville / NCDOT standards.
TRAFFIC COUNTS (per NCDOT Annual Average Daily Traffic Map)	N/A
TRIP GENERATION	N/A
SIDEWALKS	Required.
TRAFFIC IMPACT STUDY (TIS)	TBD
STREET CONNECTIVITY	N?A
OTHER	N/A



IMPACT ANALYSIS

Land Use Compatibility

The proposed GB-CD (used car dealership with a mechanic shop) zoning districts would not allow land uses that are compatible with the general character of the area. The property is in a location that serves as the primary entrance to downtown and as a walkable neighborhood with small-scale businesses.

Town of Winterville Comprehensive Land Use Plan Policies

The Future Land Use Map designates this property as a Mixed Use Center character area. Mixed Use Centers allow flexibility to respond to market demands by emphasizing the form of development over use or intensity. These areas feel made for people and have just a little “hustle and bustle” with some small town hospitality mixed in. The requested **GB-CD** zoning district *is not* consistent with this character area as defined by the future land use designation.

Comprehensive Land Use Plans - Recommendations & Implementation

Mixed Use Center - General Character:

1. Mix of commercial, retail, restaurants and service-oriented businesses, with a variety of residential options, including multi-family, townhomes, and upper-story residential. Offices also potentially on upper floors. Walkable places with a pedestrian-focused “downtown” feel.

(Downtown) Policy 1: Live/work/play downtown:

Strategy 1.1: Allow people to live near downtown Winterville, by encouraging and allowing more dense residential development within walking distance to downtown.

- The Small Area Study included in the Comprehensive Land Use Plan shows this property as ideal for residential infill.

Strategy 1.3: Expand office and commercial uses on the edges of downtown where there is limited conflict with established residential areas.

- The Land Use Plan shows the ideal area for commercial development within the downtown area is along Main Street.

STAFF ANALYSIS AND RECOMMENDATION

Community Outreach



Applicant is encouraged to discuss this proposed rezoning with owners of surrounding properties.

Staff Analysis

The 3.17-acre property is currently vacant. The property North of the request is zoned GB (Gateway Church); West (across Winterville Pkwy) of the request is zoned GB (vacant/agricultural). South of the request is zoned R-6 and GB (existing single family residential and commercial). East of the property is zoned R-6 and CB (existing single family residential and commercial).

While some light commercial use *may* be appropriate, the proposed use of a used car dealership with a mechanic shop is not consistent with the Comprehensive Land Use Plan. Therefore, the rezoning request is not consistent with the intent and purpose of the Zoning Ordinance, the Future Land Use Plan and is not compatible with the existing development and trends in the surrounding area.

Staff Recommendation

Staff recommends **denial** of the rezoning request for the 3.17 acres from MR-CD to GB-CD.



**Town of Winterville
Planning and Zoning Board
Agenda Abstract**

Item Section: New Business

Meeting Date: January 17, 2023

Presenter: Bryan Jones, Planning Director

Item to be Considered

Subject: Rezoning Request – Waterford Crossing

Action Requested: Consider the Rezoning Request

Attachments: Rezoning Application, Rezoning Map, Legal Description, Notification to Adjacent Property Owners, Staff Report

Prepared By: Bryan Jones, Planning Director

Date: 1/10/2023

ABSTRACT ROUTING:

TC

FD

TM

Final

Supporting Documentation

Applicant: Rachel Tyre (ENC Home Solutions, LLC)

Location: Railroad Street at its intersection with Worthington Road and Vernon White Road.

Parcel Numbers: 25765

Site Data: 13.5 acres

Current Zoning District: AR

Proposed Zoning District: R-6 CD

R-6 CD with the following conditions: All lots will be single-family residential; All lots will be a minimum of 7,000 SF; All homes will be a minimum of 1500 SF (Heated); The development will consist of vinyl exterior siding on all homes with some elevations consisting of brick or stone accents on the fronts; All homes will have garages; and All front yards will be sodded.

- ❖ Adjacent property owners were mailed notification of the rezoning request on January 3, 2023.
- ❖ Notification was posted on the site on December 30, 2022.

Budgetary Impact: N/A

Recommendation: Approval of the Rezoning Request.



**REZONING APPLICATION
TOWN OF WINTERVILLE**

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

Staff Use Only
Appl. # _____

OWNERSHIP INFORMATION:

Applicant: Rachael Tyre

Address: 505-E Red Banks Rd., Greenville, NC 27858

Phone #: 252-758-4663

Owner: ENC Home Solutions, LLC

Address: 505-E Red Banks Rd., Greenville, NC 27858

Phone #: 252-758-4663

PROPERTY INFORMATION

Parcel #: 25765 Area (square feet or acres): 13.5 acres

Current Land Use: Agricultural

Location of Property: Vernon White Rd. & Railroad Street Extension

ZONING REQUEST

Existing Zoning: AR - Agricultural-Residential Requested Zoning: R-6 - CUD - Residential

Reason for zoning change: The requested residential zoning (R-6) will allow for a higher density urban residential development in close proximity to downtown Winterville in general conformance with the Land Use Plan. The requested zoning also matches the existing zoning located immediately to the south of the property. Please see the attached document for the proposed conditions.

This application shall be accompanied by the following items:

- A map drawn to a scale of not less than 400 feet to the inch and not more than 20 feet to the inch showing the land covered by the proposed amendment;
- A legal description of the property;
- A list of the names and addresses of all owners of property involved in the map change and all adjoining property owners as shown on County tax records;
- A filing fee according to a regularly adopted Fee Schedule of the Town.

OWNER/AGENT STATEMENT

I, Rachael Tyre, being the Owner or Agent (if Agent, complete section below) request that the attached rezoning request be placed on the agenda of the Planning and Zoning Board meeting scheduled for 01 / 22 / 2023.

I understand that failure to address any item in the zoning amendment application requirements of the zoning ordinance may result in the rezoning request not meeting the minimum submission requirements and will be returned to me for revision and resubmission at the next regular review cycle.

Signature  Date 12/20/22

NOTE: AGENTS ACTING ON BEHALF OF THE PROPERTY OWNER MUST HAVE A NOTARIZED STATEMENT FROM THE PROPERTY OWNER GIVING THEM THE AUTHORITY TO ACT ON THE OWNER'S BEHALF.

I, _____, being the Owner of the property described herein, do hereby authorize _____ as agent for the purpose of this application.

Signature _____ Date _____

Sworn to and subscribed before me, this _____ day of _____, 20____.

Notary Public

My Commission Expires:

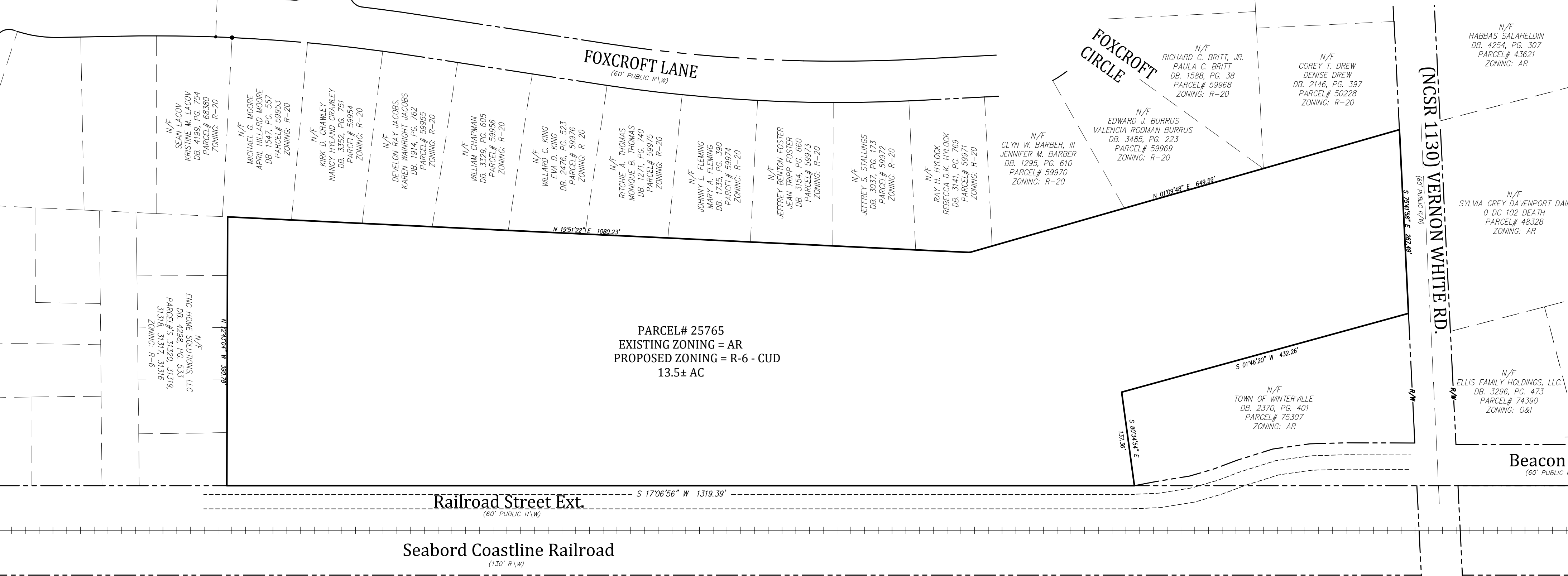
Waterford Crossing Rezoning

Proposed Conditions:

- All lots will be single-family residential
- All lots will be a minimum of 7,000 SF.
- All homes will be a minimum of 1500 SF (Heated)
- The development will consist of vinyl exterior siding on all homes with some elevations consisting of brick or stone accents on the fronts.
- All homes will have garages
- All front yards will be sodded

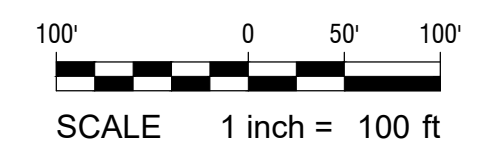


Vicinity Map
SCALE: 1" = 2000'



N/F
WINTERVILLE HISTORICAL AND
ARTS SOCIETY, INC.
DB. 2582, PG. 556
PARCEL# 78981
ZONING: O&I

N/F
LANGSTON FARMS, LLC.
DB. 1845, PG. 465
PARCEL# 13374
ZONING: AR



Notes:

1. AREA DETERMINED BY COORDINATES.
2. THIS MAP WAS PREPARED FOR REZONING PURPOSES ONLY AND IS NOT A BOUNDARY SURVEY OF THE PROPERTIES SHOWN HEREON.
3. BOUNDARY INFORMATION SHOWN HEREON WAS DRAWN FROM INFORMATION PROVIDED BY THE PITT COUNTY OPIS WEBSITE AND DOES NOT REPRESENT AN ACTUAL FIELD SURVEY BY THIS FIRM.

Owner

ENC HOME SOLUTIONS, LLC
505 E. RED BANKS ROAD
GREENVILLE, NC 27858

References:

D.B. 4298, PG. 533

		NC License # P-1199 2755-B Charles Blvd. Greenville, NC 27858 (252) 558-0888 www.arkconsultinggroup.com
REZONING MAP FOR WATERFORD CROSSING PITT COUNTY PARCEL NO. 25765 TOWN OF WINTERVILLE, PITT COUNTY, NC		
SCALE 1" = 100'	DATE 12-16-2022	SHEET 1 of 1

REZONING MAP
FOR
WATERFORD CROSSING

Beginning at an existing iron pipe located in the southern right of way of Vernon White Road (NCSR 1310), said point being the northwest corner of the Town of Winterville property as recorded in Map Book 68, Page 157, thence leaving the southern right of way of Vernon White Road (NCSR 1310) and with the Town of Winterville property S 01-46-20 E, 432.26 feet, thence S 80-34-54 E, 137.36 feet to a point in the western right of way of Railroad Street Extension, said point being the southeast corner of the Town of Winterville property as recorded in Map Book 68, Page 157; thence leaving the Town of Winterville property and with the western right of way line of Railroad Street Extension S 17-06-56 W, 1319.39' feet to a point, said point being the northeast corner of the Betty Louise Bridgers property as recorded in Deed Book 2201, Page 382 and Map Book 22, Page 65, thence with the northern line of the Bridgers property N 72-43-04 W, 390.78 feet to a point in the eastern line of Waterford Subdivision – Section 3 Phase 1 & Section 4 as recorded in Map Book 51, Page 66; thence with the eastern line of Waterford Subdivision – Section 3 Phase 1 & Section 4 N 19-51-22 E, 1080.23 feet, thence N 01-09-48 E, 649.59 feet to the southern right of way of Vernon White Road (NCSR 1130), thence with the southern line of Vernon White Road S 75-41-58 E, 267.49 feet to the point of beginning containing 13.5 acres more or less.



WINTERVILLE

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2571 Railroad Street
PO Box 1459
Winterville, NC 28590

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www.wintervillenc.com

Planning and Zoning Rezoning Request

NOTICE IS HEREBY GIVEN that the Winterville Planning and Zoning Board will meet on **TUESDAY, JANUARY 17, 2023** at 7:00 pm in the Town Hall Assembly Room at 2571 Railroad Street, in order to consider the following request:

The applicant, Rachael Tyre, has submitted a rezoning application to rezone Parcel 25765 (13.5 Acres) as shown on the attached map from Agricultural Residential (AR) to R-6 CD. Per the application, the proposed conditional zoning district would have the following conditions: All lots will be single-family residential; All lots will be a minimum of 7,000 SF; All homes will be a minimum of 1500 SF (Heated); The development will consist of vinyl exterior siding on all homes with some elevations consisting of brick or stone accents on the fronts; All homes will have garages; and All front yards will be sodded.

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) 756-2221 or at wintervillenc.com.

Citizens are encouraged to attend the hearing. Citizens may also view the hearing on the Winterville website at www.wintervillenc.com/videos . If for any reason you have difficulty accessing the Town's video page, please go to the Town's YouTube channel at: www.youtube.com/channel/UChejtVcuiD9O3_zzTrrBj4g .

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.

RACHAEL TYRE
505-E RED BANKS RD
GREENVILLE, NC 27858

SYLVIA GREY DAVENPORT DAIL
243 VERNON WHITE ROAD
WINTERVILLE, NC 28590

LANGSTON FARMS, LLC
3718 VEEZEY STREET NW
WASHINGTON, DC 20016

ROBIN GRIMES MURRAY
PO BOX 1043
WINTERVILLE, NC 28590

FELICIA T INGRAM
199 WORTHINGTON STREET
WINTERVILLE, NC 28590

PAUL A CUOMO
CELINE R CUOMO
2304 FOXCROFT PL
WINTERVILLE NC 28590

FEDERICO GASCO
253 FOXCROFT LN
WINTERVILLE, NC 28590

KIRK D CRAWLEY
NANCY HYLAND CRAWLEY
227 FOXCROFT LN
WINTERVILLE NC 28590

WILLARD C KING
EVA D KING
201 FOXCROFT LN
WINTERVILLE NC 28590

JEFFERY BENTON FOSTER
JEAN TRIPP FOSTER
175 FOXCROFT LN
WINTERVILLE NC 28590

ENC HOME SOULUTIONS LLC
505-E RED BANKS RD
GREENVILLE, NC 27858

ELLIS FAMILY HOLDINGS
324-A BEACON DRIVE
WINTERVILLE, NC 28590

WINTERVILLE HISTORICAL
AND ARTS SOCIETY, INC.
PO BOX 2014
WINTERVILLE, NC 28590

VINCENT ARMISTEAD
KAREN ARMISTEAD
PO BOX 2458
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QUEENIE WORTHINGTON
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PO BOX 1063
WINTERVILLE, NC 28590

KAVID BRUCE KOEN
ALLYSON ZHENGRONG WU
2305 FOXCROFT PL
WINTERVILLE, NC 28590

SEAN LACOV
KRISTINE M LACOV
245 FOXCROFT LN
WINTERVILLE NC 28590

DEVELON RAY JACOBS
KAREN WAINRIGHT JACOBS
219 FOXCROFT LN
WINTERVILLE NC 28590

RITCHIE A THOMAS
MONIQUE B THOMAS
193 FOXCROFT LN
WINTERVILLE, NC 28590

JEFFERY S STALLINGS
167 FOXCROFT LN
WINTERVILLE NC 28590

HABBAS SALAHELDIN
2225 VERNON WHITE ROAD
WINTERVILLE, NC 28590

JOHN CHARLES FOUNGER
5221 REEDY BRANCH RD
WINTERVILLE, NC 28590

BETTY LOUISE BRIDGES
19 POE ELKIN ROAD
CLARKTON, NC 28433

ANNA LOUISE PARKER
TERRY HOWARD
PO BOX 462
WINTERVILLE NC 28590

JENNE WARD DEE PATRICK
3202 MORTON LANE
GREENVILLE, NC 27834

PETER M STEIN
DIAN M STEIN
259 FOXCROFT LN
WINTERVILLE, NC 28590

MICHAEL G MOORE
APRIL HILLARD MOORE
237 FOXCROFT LN
WINTERVILLE, NC 28590

WILLIAM CHAPMAN
209 FOXCROFT LN
WINTERVILLE NC 28590

JOHNNY L FLEMING
MARY A FLEMING
185 FOXCROFT LN
WINTERVILLE NC 28590

RAY H HYLOCK
REBECCA D K HYLOCK
159 FOXCROFT LN
WINTERVILLE NC 28590

RUEBAN ROJAS HERRERA
136 WORTHINGTON ST
WINTERVILLE, NC 28590

HELEN SPINKS KING
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WINTERVILLE NC 28590

CLYNN W BARBER III
JENIFER M BARBER
151 FOXCROFT LAN
WINTERVILLE NC 28590

COREY T DREW
DENISE DREW
230 VERNON WHITE ROAD
WINTERVILLE, NC 28590

PERSON X P HEIRS
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WINTERVILLE, NC 28590

YVONNE SMITH WASHBURN
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DAVID BLALOCK
MARTHA O BLALOCK
226 VERNON WHITE ROAD
WINTERVILLE NC 28590

LAURA WILLIAMS EDWARDS
HEIRS
2917 STOKES ROAD
GREENVILLE, NC 27834

CLIFTON ALAN HILL
JANICE HOYT HILL
133 FOXCROFT LN
WINTERVILLE NC 28590

RICHARD C BRITT JR
PAULA C BRITT
2204 FOXCROFT CL
WINTERVILLE NC 28590



Town of Winterville Planning Department
Zoning Staff Report

GENERAL INFORMATION

APPLICANT	Rachael Tyre (ENC Home Solutions, LLC)
HEARING TYPE	Rezoning Request
REQUEST	R-6 Conditional District
CONDITIONS	All lots will be single-family residential; All lots will be a minimum of 7,000 SF; All homes will be a minimum of 1500 SF (Heated); The development will consist of vinyl exterior siding on all homes with some elevations consisting of brick or stone accents on the fronts; All homes will have garages; and All front yards will be sodded.
LOCATION	Railroad Street at its intersections with Worthington Road and Vernon White Road
PARCEL ID NUMBER(S)	25765
PUBLIC NOTIFICATION	Adjacent property owners were mailed notification of the rezoning request on January 3, 2023. Notification was posted on site on December 30, 2022. 41 properties were mailed notification.
TRACT SIZE	13.5 +/- acres
TOPOGRAPHY	Flat
VEGETATION	Agricultural/Vacant

SITE DATA

EXISTING USE	Agricultural / Vacant
---------------------	-----------------------

ADJACENT PROPERTY	ZONING	ADJACENT LAND USE
N	AR, OI	Single Family Residential, Medical Office, IRS Office, etc.
W	R-20	Single Family Residential
E	AR	Agricultural, Vacant, Wooded
S	R-6	Single Family Residential



ZONING DISTRICT STANDARDS

DISTRICT SUMMARIES	EXISTING	REQUESTED
ZONING DISTRICT DESIGNATION	AR	R-6 CD
MAX DENSITY	2 per acre	5-6 per acre
TYPICAL USES	AR - Low-density residential and agricultural uses; where urban development is expected.	Higher density, single family residential.

SPECIAL INFORMATION

OVERLAY DISTRICT	N/A
ENVIRONMENTAL / SOILS	N/A
FLOODPLAIN	N/A
STREAMS	N/A
OTHER	If >1 acre is disturbed, site must meet Phase 2 stormwater requirements and provide Soil Erosion and Sedimentation Control Permit
SITE PLAN REQUIREMENTS	Subdivision plan required

**These regulations may not reflect all requirements for all situations. See the Town of Winterville Zoning Ordinance for all applicable regulations for site requirements for this zoning district.

LANDSCAPING & BUFFER REQUIREMENTS

Development must meet requirements of the Zoning Ordinance (Article X-A. Vegetation and Buffering Requirements).

TRANSPORTATION

STREET CLASSIFICATION	Vernon White Road – NCDOT Road Railroad Street – NCDOT Road Worthington Street – TOW Road
SITE ACCESS	All access must be designed and constructed to meet the Town of Winterville / NCDOT standards.
TRAFFIC COUNTS (per NCDOT Annual Average Daily Traffic Map)	Vernon White Road– 5400 Railroad Street – 1400 Worthington Street - 770
TRIP GENERATION	N/A
SIDEWALKS	Required.



TRAFFIC IMPACT STUDY (TIS)	TBD
STREET CONNECTIVITY	TBD
OTHER	N/A

IMPACT ANALYSIS

Land Use Compatibility

The proposed R-10 zoning districts would allow land uses that are compatible with the general character of the area.

Town of Winterville Comprehensive Land Use Plan Policies

The Future Land Use Map designates this property as an Urban Neighborhood character area. The requested **R-6 CD** zoning district is generally consistent with this character area as defined by the future land use designation and will be within the density requirements (Urban Neighborhood allows up to 8 units per acre).

Comprehensive Land Use Plans - Recommendations & Implementation

Urban Neighborhood - General Character:

1. Somewhat higher density, predominantly single-family residential housing. Some attached housing and/or small scale commercial, retail, or restaurants allowed at select locations.

(Land Use) Policy 1: Encourage a balanced tax base while managing growth:

Strategy 1.1: Utilize the Future Land Use Map and character areas when considering land use decisions.

- Identified as Urban Neighborhood Character Area.

(Land Use) Policy 6: Support higher density housing options in strategic locations.

Strategy 6.1: Encourage housing options in locations within walking distance to of commercial and mixed-use areas.

- Property is located in close proximity to downtown and commercial properties along Beacon Drive.



(Economic Development) Policy 3: Reinforce the Town's identity as a family-friendly community.

Strategy 3.1: Support rezonings to residential used in the Urban Neighborhood areas identified on the Future Land Use Map.

- Property identified as Urban Neighborhood Character Area.

STAFF ANALYSIS AND RECOMMENDATION

Community Outreach

The applicant is encouraged to discuss this proposed rezoning with owners of surrounding properties.

Staff Analysis

The 13.5-acre property is currently vacant. The properties North of the request (across Vernon White Road) are zoned AR (single-family residential) and OI (medical office, IRS office, Financial office, etc.). West of the request is zoned R-20 consisting of a single-family residential development (Waterford). South of the request is zoned R-6 and consists of single-family residential. East of the property (across Railroad Street) is zoned AR and is partially wooded/vacant.

The R-6 CD rezoning request is consistent with the intent and purpose of the Zoning Ordinance, the Future Land Use Plan and is compatible with the existing development and trends in the surrounding area. There is existing R-6 zoning adjacent to the south. The proposed R-6 CD zoning district falls within the density recommendations provided within the Urban Neighborhood character area.

Staff Recommendation

Staff recommends **approval** of the rezoning request for the 13.5 acres from AR to R-6 CD.



**Town of Winterville
Planning and Zoning Board
Agenda Abstract**

Item Section: New Business

Meeting Date: December 19, 2022

Presenter: Bryan Jones, Planning Director

Item to be Considered

Subject: Subdivision Ordinance Amendments

Action Requested: Approval of the proposed Subdivision Ordinance Amendments.

Attachments: Subdivision Ordinance Amendments Summary

Prepared By: Bryan Jones, Planning Director

Date: 12/9/2022

ABSTRACT ROUTING:

TC

FD

TM

Final

Supporting Documentation

Town of Winterville Subdivision Ordinance Amendments:

The proposed amendments to the Subdivision Ordinance will include the following:

- Amend Section 154.02 – Authority: update NC General Statute reference;
- Amend Section 154.13 – Approval Authority: propose minor subdivisions to be staff level approval;
- Amend Section 154.16 – Plat Submittal and Review Periods-Final Plats: propose changing requirements for minor subdivision final plat submittal requirements;
- Amend Section 154.17 – Effect of Approvals-Prerequisites: propose adding language to improve process of accepting physical improvements (i.e. public utilities, roads, etc.);
- Amend Section 154.21 – Connectivity and Appropriateness to Adjoining Property and Land Uses: adding language for required subdivision access points;
- Amend Article V – Guarantee of Required Improvements; Warranty Against Defects: amending language to require that all required improvements be installed prior to Final Plat approval;
- Amend Section 154.59 – Amendment: update NC General Statute reference;
- Amend Appendix 1 – Mapping Standards: improve formatting and update submittal requirements.

Budgetary Impact: N/A

Recommendation: Staff recommends approval of the subdivision Ordinance Amendments.



SUBDIVISION ORDINANCE AMENDMENTS - SUMMARY

~~Text Removed~~ (red letter/strike through)

Text Added/Amended (bold/highlighted)

Section 154.02 **Authority**

This Ordinance is adopted under the authority and provisions of the General Statutes of North Carolina Chapter ~~160A, Article 19, Part 2~~ **160D, Article 8**, Subdivision Regulations. (2000 Subdivision Ordinance, O-52-02149900, adopted 02/14/2000)

Section 154.13 **Approval Authority**

The approval authority for the levels and types of Subdivision approval shall be as follows:

Preliminary Plans –

Major Subdivisions – Town Council on recommendation by the Planning Board

Minor Subdivisions – No preliminary submittal required

Final Plats –

Major Subdivisions – Town Council on recommendation by the Planning Board

~~Minor Subdivisions – Town Council on recommendation by the Planning Board~~

Minor Subdivisions and Single-Family Attached of no more than two attached units –

Final plats for **Minor Subdivision** or single-family attached of no more than two units, as defined by the Winterville Zoning Ordinance, may be approved for recording by the Subdivision Administrator subject to the following provisions:

- a. The final plat must meet all applicable requirements of the Zoning Ordinance, Subdivision Ordinance, and any other

applicable regulations;

- b. Final plats for approval by the Subdivision Administrator shall contain the following certificate:

“I certify that the subdivision plat shown hereon has been found to comply with all subdivision ordinance of Winterville, North Carolina, and is approved for recording by the Pitt County Register of Deeds.

Subdivision Administrator
_____, 20____”

- c. The Subdivision Administrator, at his discretion, may require any final plat for **Minor Subdivision** or single-family attached to be submitted for approval to the Planning and Zoning Board and to the Town Council. *(04-0-75, adopted 05/10/2004)*

Section 154.16

Plat Submittal and Review Periods – Final Plats

Plats, in the proper form, shall be submitted to the Subdivision Administrator according to the following schedule:

Final Plats – Minor Subdivisions

~~Final plats for Minor Subdivisions for recommendation by the Planning Board may be submitted at any time, provided, however in order to be eligible to be placed on an agenda of a Planning Board Meeting such submittal shall have been filed with the Subdivision Administrator at least twenty one (21) days prior to that meeting. The Planning Board shall recommend approval, approval with conditions or denial of the Final Plat within ninety (90) days of its first consideration. The recommendation shall be in writing and/or drawn form and dated.~~

~~Final Plats for Minor Subdivisions for approval by the Town Council may be submitted at any time, provided, however in order to be placed on an agenda of a Town Council meeting, such submittal shall have been filed with the Subdivision Administrator at least fifteen (15) days prior to that meeting. Upon review of the Plat and the recommendation of the Planning Board, the Town Council may take whatever action it deems appropriate.~~

Final Plats for Minor Subdivisions for approval by the Subdivision Administrator may be submitted any time. However, if warranted by unusual impacts or conditions, the Subdivision Administrator may require any Final Plat for a Minor Subdivision be approved by Town Council on recommendation by the Planning Board. Upon receipt and compilation of reviewing agency requirements, comments, and recommendations, the Subdivision Administrator shall approve, or

disapprove the plat. Failure on the part of the Subdivision Administrator to act on the plat within forty-five (45) days of receipt of an acceptable plat shall constitute approval, except where the subdivider voluntarily withdraws the plat from consideration or requests that review be continued. Such requests shall be provided to the Subdivision Administrator in writing.

**Notes: The Subdivision Administrator will review and approve minor subdivisions. Minor plat review is intended to be used for simple, straightforward, routine subdivisions. The Subdivision Administrator should have the option of requiring any plat to be considered by the Planning Board, regardless of its size, if something unusual arises.

Section 154.17 **Effects of Approvals – Prerequisites**

Approval and recording of the Final Plat shall constitute Dedication by the Subdivider of the right-of-way of each public Street and utility and drainage Easement shown on such plat. Such Dedication, however, does not constitute acceptance by the Town of such right-of-way, nor does it constitute acceptance for maintenance or for other purposes of the improvements within such rights-of-way and easements such as pavements, sidewalk, drainage facilities and other utility lines. Acceptance of physical improvements will be made by the Utility Directors, Town Engineer, and Town Manager once the required improvements have been installed and are found to be in accordance with approved plans and Town standards. Such right-of-way and improvements may be accepted by the Town Council by resolution upon completion by the Subdivider and inspection by the Subdivision Administrator, or his/her designated agents.

Section 154.21 **Connectivity and Appropriateness to Adjoining Property and Land Uses**

4) Required Subdivision Access Points

(1) When a residential subdivision borders on or contains a major thoroughfare, direct driveway access from lots within the subdivision onto the thoroughfare shall not be permitted.

(2) In order to accommodate emergency and service vehicles, the following standards shall apply:

(a) Unless restricted by areas of environmental concern, any residential subdivision of greater than 30 lots shall include at least two separate and constructed access points.

(b) Street stub-outs to adjacent undeveloped properties shall be provided as deemed appropriate. Stub-outs to adjacent undeveloped properties shall not count towards the minimum number of required access points. All stub-outs shall be constructed to the property line.

(c) Street connections shall be made to existing stub-outs on adjacent developed properties. These street connections may count towards the minimum number of required access points.

(d) All required access points outlined in this section shall be

constructed prior to plat recordation of the phase in which the access points are located.

ARTICLE V – GUARANTEE OF REQUIRED IMPROVEMENTS; WARRANTY AGAINST DEFECTS

Section 154.49 **Financial Guarantee in Lieu of Immediate Installation of Required Improvements for Approval**

~~In lieu of requiring the completion,~~ Installation and inspection of all or any part of the required improvements as described in this Ordinance **must be installed prior** to Final Plat approval, ~~the Town may approve a financial guarantee whereby the Subdivider shall agree to complete all required improvements. Once said financial guarantee is approved by the Town Council and the security required herein is provided, the Final Plat may be approved if all other requirements of this Ordinance are met. To secure this agreement, the Subdivider shall provide either of, or a combination of, the following Guarantees to cover the costs of the proposed improvements: (2000 Subdivision Ordinance, 0-52-02149900, adopted 02/14/2000)~~

~~A) Financial Surety~~

~~The Subdivider shall provide an Irrevocable Letter of Credit or a Special Surety Bond to the Town of Winterville. The amount of guarantee shall be equal to not less than one hundred and twenty five percent (125%) of the estimated cost of installing all required improvements. The initial cost estimate shall be provided by the subdivider and certified by his engineer. The final cost estimate must be approved by the Town of Winterville prior to issuance of the financial surety. (06-0-211, adopted 03/13/2006)~~

B) Governmental Guarantee

In any case where a required improvement is to be provided by the State of North Carolina or any local government other than the Town, the Subdivider may provide, in lieu of the types of financial Guarantee as provided for above, a letter from the appropriate State or local government official Guaranteeing the installation of the improvement in the required manner and within the time allotted. Provided, however, in any case where the cost of such improvement exceeds ten thousand dollars (\$10,000) as determined by the Town, such governmental Guarantee shall be in form of an approved Project Budget Ordinance where local government is to be the provider and an equivalent document where the State is to be the provider. (2000 Subdivision Ordinance, 0-52-02149900, adopted 02/14/2000)

~~Section 154.50~~ ~~Duration of Financial Guarantees~~

~~The duration of a financial Guarantee shall be of a reasonable period to allow for completion and acceptance of improvements. In no case shall the duration of the financial Guarantee for improvements exceed eighteen (18) months unless extended by the Town Council.~~

~~All Subdivisions whose public improvements are not completed and accepted at least thirty days prior to the expiration of the financial Guarantee shall be considered to be in default, unless said Guarantee is extended with the consent of the Town Council to a future date certain not to exceed six (6) months. (2000 Subdivision Ordinance, O-52-02149900, adopted 02/14/2000)~~

~~Section 154.51 ——— Default~~

~~Upon default, meaning failure on the part of the Subdivider to complete the required improvements in a timely manner as specified in the financial agreement, the Town, may expend said funds as deemed necessary to complete all or any portion of the required improvements.~~

~~Default on a project does not release the Subdivider from liability/responsibility, financial or otherwise, for the completion of the improvements. (2000 Subdivision Ordinance, O-52-02149900, adopted 02/14/2000)~~

~~Section 154.52 ——— Release of Guarantee Security~~

~~The Town Council may release a portion or all of any security posted as the improvements are completed. Prior to such release the Subdivider shall provide the Subdivision Administrator with a set of ‘as built’ drawings certified by his Engineer. (2000 Subdivision Ordinance, O-52-02149900, adopted 02/14/2000)~~

Section 154.53 Warranty Against Defects

Prior to the approval of the Final Plat or acceptance by the Town of any improvements in any Subdivision, the Subdivider shall furnish to the Town a written warranty against defects which shall guarantee the material and workmanship for a period of not less than one year from the date of such acceptance. Such warranty shall be accompanied by a financial guarantee payable to the Town equal to at least ten percent (10%) of the cost of the installation of such improvements. ~~as determined by the Town Council. Such financial guarantee shall be in the form of financial guarantee as provided for in Section 154.49 of this Ordinance.~~ The cost estimate shall be provided by the subdivider and certified by his engineer and must be approved by the Town of Winterville.

Upon successful performance of the improvements, as determined by the Town Council, for the one-year period, the financial guarantee shall be returned to the Subdivider. Upon the failure of an improvement to perform within the generally accepted standards for the type improvement as determined by the Town Council, the Subdivider shall be notified and given a reasonable period of time to correct the defects. Should the Subdivider fail to act, fail to act in a timely manner, or otherwise fail to correct the defect(s), the Town Council shall find the Subdivider in default. ~~and proceed in the same manner as provided for in Section 154.51 of this Ordinance.~~ Upon default, meaning failure on the part of the Subdivider to complete the required improvements in a timely manner as specified in the financial agreement, the Town, may expend said funds as deemed necessary to complete all or any portion of the required improvements. Default on a project does not release the Subdivider from liability/responsibility, financial or otherwise, for the completion of the improvements.. (2000 Subdivision Ordinance, O-52-02149900, adopted 02/14/2000)

**** Per UNC School of Government (Adam Lovelady):** “Local governments are not limited to performance guarantees. Other enforcement tools are also available to ensure compliance with

subdivision requirements. One option is to say no—to refuse final plat approval until all infrastructure is complete. That gives certainty of completion, but may hinder development and few jurisdictions use this option anymore. Another option is to issue approvals for phases such that all of the improvements for one phase must be complete before final plat approval for that particular phase. Additionally, cities and counties may withhold building permits, seek injunctive relief, or bring other actions to ensure compliance with the subdivision ordinance.”

<https://canons.sog.unc.edu/2014/02/subdivision-performance-guarantees/>

“To be clear, local ordinances may allow for performance guarantees, but local governments are not required to allow performance guarantees. The statutory standards and requirements apply if the local government chooses to allow for performance guarantees.”

<https://canons.sog.unc.edu/2015/09/subdivision-performance-guarantees-legislative-changes/>

Given the market and challenges of cash flow, David (developer) needs to complete the development in phases. *The local ordinance could require David (developer) to complete all improvement before a final plat is approved.* The ordinance also could allow for phased final plat approval—requiring the improvements of a particular phase to be completed before the final plat of that phase. Or, alternatively, the local ordinance could allow for final plat approval if David (developer) guarantees that he will complete the necessary improvements along with a financial assurance to back that guarantee. Many subdivision ordinances allow for these performance guarantees.

<https://canons.sog.unc.edu/2015/05/subdivision-performance-guarantees-a-little-more-clarity/>

Section 154.59 **Amendment**

The Town Council may from time to time amend the terms of this Ordinance after a public hearing has been held and notice given as required by North Carolina General Statutes ~~160A-364~~ 160D-601. However, any proposed Amendment shall be submitted to the Planning Board for review and recommendation prior to the Town Council action. The Planning Board shall have forty-five (45) days from the date such Amendment is first submitted for review to the Board to make its recommendation. If the Planning Board fails to make its recommendation within the specified time, it shall be deemed to have recommended in favor of the Amendment. *(2000 Subdivision Ordinance, 0-52-02149900, adopted 02/14/2000)*

A. NUMBER AND TYPE OF MAP TO BE SUBMITTED

MAP REVIEW INITIAL PLANNING BOARD/
REVIEW TOWN COUNCIL TOWN FILE
REVIEW (as approved)

Preliminary Plan

Major ~~3 prints (1 reproducible)~~ ~~10 prints (1 reproducible)~~ ~~4 prints (1 reproducible)~~

Construction ~~4 prints (1 reproducible)~~ ~~1 set (as-built) mylar*~~
Plans

Final Plat ~~3 prints~~ ~~8 prints (1 reproducible)~~ 1 original, 2 rep.; A computer disk in
DXF file format

MAP CATEGORY	SUBMITTAL REQUIREMTNES
Preliminary Plat	10 prints, 1 digital
Construction Plans	10 prints, 1 digital
Final Plat	10 prints, 2 mylars, 1 digital
As-Builts	3 prints, 1 mylar, 1 digital

Register of Deeds Certificate

State of North Carolina, _____ Pitt _____ County

This instrument was presented for registration and recorded in Map Book _____, Page _____,
this _____ day of _____, 20 _____ at _____ a.m.

Register of Deeds

***Certificate no longer required by Register of Deeds**



WINTERVILLE

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2571 RAILROAD ST
PO BOX 1459
WINTERVILLE, NC
28590

PLANNING DEPARTMENT
BRYAN JONES
DIRECTOR

To: Town Council
From: Bryan Jones, Planning Director
Date: December 1, 2022
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 **November 2022.**

ZONING COMPLIANCES	Total = 12	YTD (2022) = 229
New Single-Family Residential	7	118
Accessory Structures	1	31
New Business	2	15
Residential Fence	1	28
Additions/Pool/Other	1	38
Other Activities/Projects		
Winterville TRC Meeting	11/1/2022	Reedy Branch Self-Storage – Site Plan; Chic-fil-A Renovations – Site Plan
Developer Meeting for Proposed Development	11/8/2022	Staff met with the potential developer of Southbrook PUD to discuss utility layout, street cross sections, etc.
Town Council Meeting	11/14/2022	Rezoning Request Parcels 37224, 68790, 70655 (Bridgers Property)– PH (Tabled until 12/12/22); Sunshine Lane FP - Approved
Subdivision Process Review	11/15/2022	Staff met with permit software reps from BS&A to setup a workflow for tracking and approving subdivisions.
Planning and Zoning Board Meeting	11/21/2022	Southbrook PUD Rezoning – Unanimously Recommended Approval



WINTERVILLE

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2571 RAILROAD ST
PO BOX 1459
WINTERVILLE, NC
28590

PLANNING DEPARTMENT
BRYAN JONES
DIRECTOR

To: Town Council
From: Bryan Jones, Planning Director
Date: January 4, 2023
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 **December 2022.**

ZONING COMPLIANCES	Total = 21	YTD (2022) = 251
New Single-Family Residential	15	133
Accessory Structures	2	33
New Business	0	15
Residential Fence	2	30
Additions/Pool/Other	2	40
Other Activities/Projects		
Greenville Urban Area MPO TCC Meeting	12/7/2022	TCC met to recommend approval of 2020-2029 TIP amendment; Greenville MPO's by-laws update; grant support letter for Pitt County Council on Aging; TCC also discussed work program, safety performance measures, etc.
Greenville Urban Area MPO TAC Meeting	12/7/2022	TAC approved 2020-2029 TIP amendment; Greenville MPO's by-laws update; grant support letter for Pitt County Council on Aging;
Town Council Meeting	12/12/2022	Rezoning Request for Parcels 37224, 68790, 70655 (Bridgers Property)– PH (Approved); Southbrook PUD Rezoning – Schedule PH (approved)