



**PLANNING AND ZONING BOARD
MONDAY, JANUARY 20, 2026
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
Douglas R. Kilian, Vice Chairman
Anthony Bell, Member
Domini Cunningham, Alternate Member
Brandy Daniels, Member
Darlene Gardner, Member (excused)
James Godfrey Jones, Member (absent)
Henry Hostetler, ETJ Member
Morris Luton, Member
Michael Weldin, Member
Stephen Penn, Planning and Economic Development Director
Tristyn Daughtry, Economic Development Planner
Donald Harvey, Town Clerk

CALL TO ORDER: Chairman Monroe called the Planning and Zoning Board meeting to order on January 20, 2026 at 7:00 pm.

WELCOME: Chairman Monroe welcomed everyone to the meeting, extending Happy New Year wishes to those not seen since the opening of the new year, hoping that holidays and families were doing well.

EXCUSED ABSENCES: Chairman Monroe requested to excuse Member Gardner.

Motion by Member Hostetler and second by Member Luton to excuse Member Gardner. Motion carried unanimously, 8-0.

APPROVAL OF AGENDA: The board reviewed the evening's agenda as printed and distributed by staff.

Motion by Vice Chair Kilian and second by Member Daniels to approve the Agenda as presented. Motion carried unanimously, 8-0.

APPROVAL OF MINUTES: The board reviewed the minutes from the December 15, 2025 Planning and Zoning Board meeting without discussion.

Motion by Vice Chair Kilian and second by Member Luton to approve the December 15, 2025 minutes as presented. Motion carried unanimously, 8-0.

NEW BUSINESS:

1. Farmstead Preliminary Plat.

Planning and Economic Development Director Penn presented the Farmstead preliminary plat application. The development is located at the intersection of Davenport Farm Road and Reedy Branch Road, with Pitt Community College as a neighbor to the north and Sam's Club nearby. The subdivision is split by Davenport Farm Road, with three parcels north of the road and one parcel south.

The project encompasses 93.8 acres with 179 total lots. The northern portion is zoned R-8 with approximately 60 acres and 107 lots, while the southern portion is zoned R-10 with roughly 34 acres and 72 lots. Both sections feature two full ingress and egress points. The development includes sidewalks on both sides of all internal streets, a pool and cabana facility, and a dedicated easement along the creek for potential future greenway development.

Penn noted an error in the staff abstract that incorrectly mentioned a special use permit for single family attached units, clarifying this was meant for a different project and should be disregarded.

A significant discussion point was the required traffic signal at the intersection of Davenport Farm Road and Reedy Branch Road. After extensive review with NCDOT, the department determined that a roundabout would be more appropriate than a traffic signal. However, NCDOT has indicated they will install the roundabout but cannot provide a timeline, stating it has been "pushed off for the foreseeable future."

Vice Chair Kilian inquired whether the roundabout delay was accounted for in the lot layout, which Penn confirmed it was. When asked about interim traffic control measures, Penn stated that no stoplight plans had been expressed during the delay period.

Regarding the greenway easement, Penn explained that it aligns with the town's greenway master plan, though he could not specify the exact extent of the planned greenway system. He believed the easement was proposed as a condition because the master plan called for a greenway along that particular canal.

The Technical Review Committee had reviewed and approved the project. Staff recommended approval, noting that if approved, the developer would need to submit construction drawings prior to final plat approval.

Motion by Vice Chair Kilian and second by Member Hostetler to approve the Farmstead Preliminary Plat. Motion carried unanimously, 8-0.

2. Southbrook Phase 3 Rezoning.

Planning and Economic Development Director Penn presented the Southbrook Phase 3 PUD rezoning request, explaining that this board had seen Southbrook multiple times for different submittals. The current request focused on rezoning just over 8 acres of the total 245.43-acre site, with the majority already preliminary platted.

The project is located near Church Street Extension and Laurie Ellis Road, with Reedy Branch Road to the south and Old Tar Road nearby. As a Planned Unit Development (PUD), the project allows flexibility in design for subdivisions to enable cluster development in exchange for permanent open space preservation.

The timeline showed extensive community engagement, with two community meetings in October 2022, Town Council approval of the PUD in January 2023, and preliminary plat approval for phases 1 and 2. The current request involves converting a small portion of R-6 Conditional District Planned Unit Development (R-6 CD PUD) to Multi-Residential Conditional District Planned Unit Development (M-R CD PUD).

Penn explained that the applicant originally planned to place the remaining single family attached units in a location that would require crossing a riparian buffer. The proposed change would eliminate this environmental impact by shifting the single family attached units to a different area within the multifamily residential zoning district, moving them away from Church Street to an interior location. The proposal maintains the same overall density at 2.49 units per acre and total unit count, with no other changes to the PUD. The density falls within the suburban residential designation of 1-3 units per acre as suggested by the future land use plan.

Vice Chair Kilian sought clarification about the housing types being relocated, confirming that both the original and new locations would feature single family attached units. He also questioned why the new location appeared much larger than the original, with Penn explaining that while the land area was larger, the developer remained limited by the total number of allowable units and minimum lot size requirements for each attached unit.

Scott Moore, the applicant, and owner of SouthbrookNC, LLC provided additional context. He explained that as Winterville's only PUD, the concept plan was meant to be schematic rather than final, providing general layouts that could be refined through the subdivision process based on feedback from staff and contractors. Moore emphasized two main benefits of the proposed change: avoiding crossing the riparian buffer area and eliminating development rights along Church Street. The original 6-acre area would be replaced with an 8-acre area that provides better continuity of uses and creates a larger buffer from Church Street. This would result in more open space and greenway preservation along Church Street while moving all residential units to the interior of the site.

Vice Chair Kilian asked about the future use of the area being eliminated from development, specifically whether it could potentially serve as a future fire station site as the town grows. Moore indicated this would be a discussion for Town Council if there were interest, noting that the area would remain undeveloped unless future changes were proposed and approved.

Chairman Monroe directed the board's attention to the statement of consistency and reasonableness. Vice Chair Kilian suggested bundling the consistency and reasonableness determination with the approval vote, arguing that if the proposal was consistent and reasonable, it would be approved, and if not, it would be denied.

After reviewing the consistency and reasonableness statements, with no board members finding the request inconsistent or unreasonable, the board proceeded to vote.

Motion by Vice Chair Kilian and second by Member Luton to approve the Southbrook Phase 3 rezoning, finding it to be reasonable and consistent according to the information provided. Motion carried unanimously, 8-0.

REPORTS FROM STAFF: Chairman Monroe ask for reports from staff.

Planning and Economic Development Director Penn reported that staff had no specific items for the board this month but anticipated a busy year ahead based on early phone calls received. He expected to see more rezonings and plats coming through during 2026 and thanked the board members for their participation, expressing his look forward to working with them throughout the year.

COMMENTS FROM BOARD MEMBERS:

Chairman Monroe ask if there were any comments from members of the Board. No comments were offered from board members.

ADJOURN:

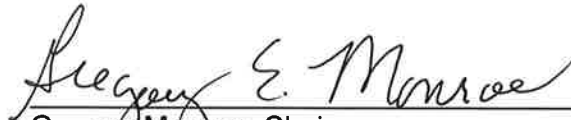
Chairman Monroe requested a motion to adjourn.

Motion by Member Weldin and second by Member Cunningham to adjourn the meeting. Motion carried unanimously, 8-0. Meeting adjourned at 7:32 pm.

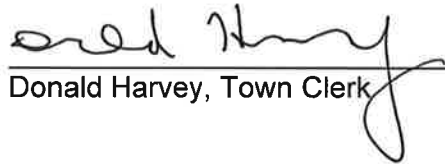
Adopted this the 20th day of April 2026.



ATTEST:



Gregory Monroe, Chairman



Donald Harvey, Town Clerk