

**REGULAR MEETING OF  
THE VILLAGE OF CLEMMONS PLANNING BOARD  
May 18, 2021**

The Village of Clemmons Planning Board met on Tuesday, May 18, 2021 at 6:00 p.m. The meeting was held at the Village Hall, Clemmons, North Carolina. The following members were present: Rob Cockrum, Brad Hunter, Tressa Krenzer, Martin Majorel, Tom Mekis, Dave Orrell, and Bobby Patterson. Members Carolyn Miller and Edee Wilcox were absent. Attorney Bowen Houff was also present in the place of Village Attorney Elliot Fus.

**CALL TO ORDER**

Chairman Brad Hunter called the meeting to order at 6:01 p.m.

**APPROVAL OF MINUTES**

Tom Mekis made a motion to approve the April 20, 2021 minutes as written. Martin Majorel seconded the motion which was unanimously approved.

**ANNOUNCEMENTS**

There were no announcements.

**PUBLIC COMMENTS**

There were no comments.

**BUSINESS**

**A. Proposed Rules of Procedure**

Dave Orrell made a motion to approve the Planning Board Rules of Procedures as presented. Bobby Patterson seconded the motion which was unanimously approved.

**B. Text Amendment Request:** Changes to multiple sections in Chapter A Definition Ordinance, Chapter B Zoning Ordinance, and Chapter D Subdivision Ordinance of the *Unified Development Ordinances* per changes to North Carolina General Statutes. **(Text Amendment C-UDO-83)**

Chairman Hunter opened the public hearing. There were no proponents or opponents. Chairman Hunter closed the public hearing.

**C. Text Amendment Request:** Changes to multiple sections in Chapter C Environmental Ordinance of the *Unified Development Ordinances* to strengthen

stormwater requirements for public health, welfare, and safety. (**Text Amendment C-UDO-84**)

Chairman Hunter opened the public hearing. There were no proponents or opponents. Chairman Hunter closed the public hearing.

Planner Nasser Rahimzadeh presented text amendment C-UDO-83 to the board. He gave an overview of the proposed changes to the *Unified Development Ordinances* required by North Carolina General Statutes Chapter 160D. He noted existing clerical errors that the amendment corrects as well as clarification of differences between advisory, legislative, administrative, and quasi-judicial decisions and authorities. He also advised of a change in organizational flow to Chapter B.6 to distinguish the processes from the entities.

Stormwater Engineer Wes Kimbrell presented text amendment C-UDO-84 to the board. Bobby Patterson inquired whether the proposed changes to bufferyards had been reviewed by developers for their feedback. Engineer Kimbrell confirmed that he had discussions with professionals in the development community and advised that the bufferyards can be used for tree save area and common area requirements.

Tom Mekis asked Planner Rahimzadeh whether text amendment C-UDO-83 required legal review. Planner Rahimzadeh replied that both the Village Attorney Elliot Fus and the University of North Carolina School of Government staff had reviewed the amendment. Chairman Hunter also noted that he had spoken with Village Manager Scott Buffkin to confirm that the text amendment had undergone proper legal review.

Dave Orrell made a motion to **APPROVE** text amendment **C-UDO-83**. Tressa Krenzer seconded the motion which was unanimously approved. Due to file size, the text amendment can be viewed on the Clemmons website at <https://www.clemmons.org/186/Text-Amendments>.

Bobby Patterson made a motion to **APPROVE** text amendment **C-UDO-84**. Rob Cockrum seconded the motion which was unanimously approved. Due to file size, the text amendment can be viewed on the Clemmons website at <https://www.clemmons.org/186/Text-Amendments>.

#### **D. Land Use Binder Topics**

Planner Rahimzadeh presented a project idea for a Land Use Binder that would act as an informational resource for Planning Board, Village Council, and Board of Adjustment. He said staff is open to feedback about what topics to include to make it the most useful for board members. Martin Majorel suggested occasional site visits to help with understanding as well. Chairman Hunter confirmed with Planner Rahimzadeh that information regarding public notices, hearings, and comments would be included in the binder.

#### **E. Planning and Community Development: Work Program**

Planner Rahimzadeh presented a six-month work plan for the Planning Department to the board to update them about current and future projects.

## **F. Staff Report**

Planner Rahimzadeh advised that the next scheduled Planning Board meeting is on June 15, 2021.

Chairman Hunter noted that there are two Planning Board positions that will need to be filled and that the deadline to apply for the Board is June 15, 2021.

Bobby Patterson commended Planner Rahimzadeh for all of his work regarding the text amendments for 160D.

## **ADJOURNMENT**

Martin Majorel made a motion to adjourn at 6:40 p.m. Tom Mekis seconded the motion which was unanimously approved.

Respectfully submitted:

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Caroline Drake, Planning Technician

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Bobby Patterson, Secretary