



**TOWN OF HARRISBURG, NORTH CAROLINA
HARRISBURG TOWN HALL
PLANNING AND ZONING BOARD MEETING**

**August 5, 2019
5:30 PM**

AGENDA

1. CALL TO ORDER

- A. AGENDA ADOPTION
- B. SPECIAL PRESENTATIONS
- C. PUBLIC COMMENT - Anyone wishing to address the Board may do so during the Public Comment section. Please state your name and address for the record, be courteous and do not repeat what has already been said. Please keep your comments about the subject and not personal in nature.

2. CONSENT AGENDA

- A. Consider the minutes of the July 16 , 2019 Planning and Zoning Board meeting.

3. OLD BUSINESS

- A. Planning Board Vacancies (2) and Applications.

4. NEW BUSINESS

5. STAFF UPDATES/INFORMATION

6. ADJOURNMENT

Town of Harrisburg's Vision Statement

Harrisburg will be the best small town in North Carolina based on low density housing, excellent economic opportunities, a safe living environment, and efficient and effective municipal services. Amenities such as excellent recreational programs, adequate open space, attractive shopping opportunities, a diversity of restaurants, and a connected system of roadways, sidewalks, greenways, and bicycle lanes will continue to enhance the quality of life of the Town. These services and amenities will be provided while retaining reasonable tax rates and debt levels.



TOWN OF HARRISBURG

Agenda Item Details

Title:

Consider the minutes of the July 16 , 2019 Planning and Zoning Board meeting.

Presenting Personnel:

Suggested Motion or Action:

Motion to approve the July 16, 2019 Planning and Zoning Board minutes.

Description/Background:

Recommendation:

Fiscal Impact:

Attachments:

1. PZ MINS JULY 16 2019

**TOWN OF HARRISBURG, NORTH CAROLINA
PLANNING & ZONING ADVISORY BOARD MEETING
TUESDAY, JULY 16, 2019
6:00 PM**

MINUTES

**1.
CALL TO ORDER**

Andy Rathke called the meeting to order.

PRESENT: Andy Rathke, Lloyd Quay, John Overcash, Thelma Thorne-Chapman, Jacob Carpenter

**A.
AGENDA ADOPTION**

**2.
CONSENT AGENDA**

A. Planning Board meeting minutes from May 21, 2019.

MOTION:

Lloyd Quay made a motion to approve the Consent Agenda. Second was made by Thelma Thorne-Chapman. **The motion passed 5-0.**

**3.
OLD BUSINESS**

H-2018-08 (R) – Camellia Gardens (Shea Homes) Conditional Rezoning and Zoning Map Amendment. This item was presented to the Planning and Zoning Board at their May 21, 2019 meeting, board approved the conditional rezoning request and recommended approval by the Town Council. An issue with the traffic counts was discovered and the TIA report was updated with new counts and is attached for your review. With updated counts, one turn lane at the recommended roundabout increased from 200 to 250' with no other changes in previous traffic improvement recommendations. Previously submitted staff report and other information/ attachments with no changes are attached for your reference as well. Mike Shea, on behalf of Shea Homes has submitted a request to rezone approximately 85.35 acres located on the properties south of Stallings Road across from Stallings Road Park and Harrisburg Elementary School. The applicant proposes to develop 157 single-family detached residential dwellings. To achieve this, the applicant is requesting that the property be rezoned from the current Rural Estate (RE) district to Conditional Residential Village (CZ-RV) in accordance with the site plan submitted with the application. A staff report is attached for more information and a site plan is submitted for your consideration. If approved, staff will review the site plan in accordance with our Unified Development Ordinance (UDO). Staff is recommending approval of the rezoning request with conditions included in the staff report:

1. Applicant agrees to obtain any and all applicable local, state, and federal permits required for development before any development activity can take place.
2. Applicant agrees to restrict cladding materials for all buildings to classing products other than vinyl siding.
3. Applicant agrees to complete all the traffic improvements as outlined in the Final TIA report.
4. Applicant agrees to dedicate land for Public Open Space as required in the UDO.
5. Applicant agrees to construct a ten (10) foot wide greenway trail connection and dedicate a twenty-five (25) foot wide easement to provide access to the greenway connection from Stallings Road to Back Creek Greenway. The installation of the greenway connection shall be completed prior to the issuance of a certificate of occupancy for the first 71 homes to be constructed on the site. The applicant will also fund 50% of the cost to build a pedestrian bridge across Back Creek to connect the greenways. In the event that the easement is not secured by the Town of Harrisburg within two (2) years of the date of approval of this rezoning, the applicant shall have the option to instead exercise the fee in- lieu provision of the UDO, which is calculated to be \$165,000
6. Applicant agrees to install all required improvements as identified in the Traffic Impact Analysis.

7. Applicant agrees to provide easement to allow the Town to decommission existing pump station on Hoffner Rd and connect onto the projects sewer system.
8. Applicant agrees to complete a LOMR-F prior to any fill activity taking place within the floodplain.

Public Comment:

- Stephanie Delaney- 3950 Stallings Rd, Harrisburg, NC
- Anne Scott- Waxhaw, NC
- Michael Shea- 8000 Corporate Drive, Charlotte, NC

After some discussion about the project and reviewing the conditions of this current project, they then took the following action:

MOTION:

Jacob Carpenter made a motion to recommend approval of H-2018-08 (R) with the following conditions and send it on to Town Council for their consideration with a second from Lloyd Quay. **The motion passed 5-0.**

The following Consistency Statement was then proposed:

CONSISTENCY STATEMENT:

1. Based on the staff report, staff presentation and with the conditions proposed, this rezoning request is consistent with the Harrisburg Area Land Use plan and with the conditions it is reasonable and in the public interest.

MOTION:

Andy Rathke made a motion to approve the proposed Consistency Statement with a second from Andy John Overcash. **The motion passed 5-0.**

4.

NEW BUSINESS

Planning Board Vacancies (2) and Applications. There are two (2) positions on the Planning and Zoning Board whose appointment terms expired on June 30, 2019. Staff advertised for the vacant positions on June 18, 2019 and are accepting applications until July 15, 2019. Applications received for the vacant positions will be forwarded to the Planning and Zoning Board members after the closing date.

After some discussion, the Planning Board decided to use the same three person committee as chosen for the last set of interviews, Thelma Thorne-Chapman, Lloyd Quay and Andy Rathke. They will be holding an interview session for the 1 candidate who has yet to be interviewed. Rodney Garner, who was currently on the board, he did reapply to return and they will reappoint him. Once this interview is completed, we will call a special meeting before the Town Council so a recommendation can then be done.

MOTION:

Andy Rathke made a motion to create the Planning Board Interview Committee with a second from Jacob Carpenter. **The motion passed 5-0.**

5.

STAFF UPDATES/INFORMATION

- The Planning Department has been updating the “What’s going on in Harrisburg” map that is located on our Website. On this map you will be able to see upcoming projects in Harrisburg.
- Wednesday July 24th, in the Council Chambers we will hold our first Community Chat event. The topic for this meeting will be the Harrisburg Town Center. The developers will be there along with the Planning Department, this is a great chance to come out and ask any questions you may have. The meeting will be held from 6pm-8pm.
- We will be having our Neighborhood Meeting this Thursday, July 18th regarding the Farmington Development in the Complex Room at Town Hall.

- Sushil would like to have a representative from the Planning Board to join on the Transportation Planning Process. Harrisburg just contracted with Kimley-Horn to create its first ever transportation plan that's going to look at roads, bike paths, and greenways. Board unanimously selected Jake Carpenter to represent the Planning Board on this committee.

6.

ADJOURNMENT

MOTION:

There being no further business, Andy Rathke made a motion to adjourn, with a second from Lloyd Quay. **The motion passed 5-0.**

Andy Rathke, Chairman

Carly Bedgood, Secretary



TOWN OF HARRISBURG

Agenda Item Details

Title:

Planning Board Vacancies (2) and Applications.

Presenting Personnel:

Sushil Nepal, Planning & Economic Development Director

Suggested Motion or Action:

Review applications and make recommendations for appointment to the Planning and Zoning Board by the Town Council.

Description/Background:

There are two (2) positions on the Planning and Zoning Board whose appointment terms expired on June 30, 2019. Staff advertised for the vacant positions on June 18, 2019 and accepted applications until July 15, 2019.

A 3 member Committee of the Planning and Zoning Board appointed by the Planning and Zoning Board reviewed application and interviewed the candidates. The Committee is ready to make their recommendations to the full Planning and Zoning Board so recommendations for appointment can be made at the August 12th Town Council Meeting.

Recommendation:

Staff recommends reviewing the applications and making Planning and Zoning Board recommendation for appointments to the Town Council.

Fiscal Impact:

Attachments:

1. Planning Board Applications



June 18, 2019

To:

Harrisburg Planning Advisory Board
PO Box 100
Harrisburg, NC 28075

From:

Ian Patrick, AIA, NCARB, LEED AP BD+C
Biloba Architecture, PLLC
8801 JM Keynes Drive, Suite 365
Charlotte, NC 28262

RE:

Planning and Zoning Board Application

Dear Board Members & Town Council,

I am excited to submit my application to join the Harrisburg Planning and Zoning Board. As a previous board member and committee Chair of the United States Green Building Council, I understand the level of commitment a civic volunteer position like this entails. As a legislative review committee member for the American Institute of Architects North Carolina, I also understand the role government can and should play in the community.

I currently sit on the Board of the Construction Professionals Network (CPN) and Construction Professionals Network Institute (CPNI). The CPNI works with struggling rural towns across North Carolina to reinvigorate the local economies and provide guidance on aging buildings. Harrisburg certainly does not need this kind of help, but my expertise can help guide the town in its growth while still maintaining the "small town" character. Our family chose to live in Harrisburg because of the close-knit community and civic pride that is missing in so many big cities.

I'm also a volunteer Certified Disaster Inspector for NC SEER, and was deployed to Robeson County, NC in the aftermath of Hurricane Florence. This skillset would be an invaluable asset to the board in the case of any local or regional disaster response efforts.

I believe I can support the Town of Harrisburg and the community by using my skills as an Architect and planner to provide observations and recommendations on planned events, maintenance requirements, and new projects. I look forward to being able to serve the community.

Please let me know if you have any questions.

Warmest Regards,

Ian Patrick, AIA, NCARB, LEED AP BD+C
Partner; Biloba Architecture

TOWN OF HARRISBURG
PLANNING AND ZONING BOARD APPLICATION



Name: Ian Patrick Date of Application: 06 / 18 / 2019
Home Address: 5701 Manchester Avenue. Harrisburg, NC. 28075
Phone: 704.773.4766 Email Address: ianpatrick@biloba.co
Fax: 704.731.0984

EMPLOYMENT AND EDUCATION

Employer biloba Architecture, PLLC High School Western Guilford
Address 8801 JM Keynes Drive, Suite 365. Charlotte, NC 28262. College UNC Charlotte
Phone: 704.248.2922 Graduate School UNC Charlotte
Email: ianpatrick@biloba.co Other _____
Occupation: Architect

Length of residence in the Town of Harrisburg 1 years 1 months

Are you available to attend meetings at least once a month? (Planning and Zoning Board Meetings are normally conducted on the third Tuesday of the month at 6:00 PM) Yes ☒ No, _____

Current Civic/Community Participation: Board of Directors, Construction Professionals Newtwork.
American Institute of Architects, Legislative Review Committee. Certified Disaster Inspector for
NC SEER (deployed for Hurricane Florence, 2018) See attache Letter for more information.

Are you currently serving or have you ever served on a public board or commission? If so, please list below:

Board _____ Dates _____ Contact _____

Relevant work (or other) experience related to the Planning and Zoning Commission: _____

Please see attached Letter.

Provide a brief statement outlining why you wish to serve on the Planning and Zoning Board: _____

Please see attached Letter.

Applicant's Signature [Signature] Date 06.18.19

Please attach a resume to provide any additional relevant information.

Please return form to:
Janet Rackley
Harrisburg Town Hall
PO Box 100
Harrisburg, NC 28075

TOWN OF HARRISBURG
PLANNING AND ZONING BOARD APPLICATION



Name: KEVIN SCHAFFNER, AIA, NCARB Date of Application: 7 / 9 / 19
Home Address: 9459 LEYTON DR HARRISBURG NC 28075
Phone: (407) 730-0260 Email Address: kschaffner@gmail.com
Fax: _____

EMPLOYMENT AND EDUCATION

Employer LS3P ASSOCIATES LTD. High School CENTRAL CABARRUS
Address 227 W. TRADE ST STE 700 CHARLOTTE NC 28202 College UNC CHARLOTTE - BA ARCHITECTURE 2009
Phone: (704) 333-6686 Graduate School UNC CHARLOTTE - MASTER OF ARCHITECTURE 2011
Email: kevinschaffner@ls3p.com Other _____
Occupation: ARCHITECT

Length of residence in the Town of Harrisburg 1 ^{CURRENTLY} years 2 months ^{PREVIOUSLY} 2000 - 2011

Are you available to attend meetings at least once a month? (Planning and Zoning Board Meetings are normally conducted on the third Tuesday of the month at 6:00 PM) Yes X No, _____

Current Civic/Community Participation: MEMBER OF THE AMERICAN INSTITUTE OF ARCHITECTS (AIA)
- ACE MENTOR - VPTOWN (ARCHITECT, CONTRACTOR, ENGINEER MENTORING FOR HIGH SCHOOL STUDENTS)

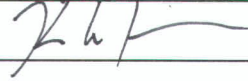
Are you currently serving or have you ever served on a public board or commission? If so, please list below:

Board N/A Dates _____ Contact _____

Relevant work (or other) experience related to the Planning and Zoning Commission: CURRENTLY
AN ARCHITECT EXPERIENCED IN DEALING WITH PLANNING AND ZONING REGULATIONS IN A MULTITUDE OF
JURISDICTIONS. HAVE WORKED WITH AIRPORT CLIENTS TO DEVELOP, IMPLEMENT AND OVERSEE PLANNING

Provide a brief statement outlining why you wish to serve on the Planning and Zoning Board: IT HAS
BEEN A GREAT EXPERIENCE OBSERVING THE EVOLUTION WITH THE TOWN OF HARRISBURG SINCE MY FAMILY
MOVED IN BACK IN 1999. AS MY TRAINING AND CAREER IN ARCHITECTURE HAVE AFFORDED ME THE
SKILLS NECESSARY TO UNDERSTAND AND DEVELOP LAND USE AND MASTER PLANS, I LOOK FORWARD TO ^{SERVING MY TOWN AND} AIMING IN IT'S GROWTH

Applicant's Signature



Date

7/9/19

Please attach a resume to provide any additional relevant information.

Please return form to:
Janet Rackley
Harrisburg Town Hall
PO Box 100
Harrisburg, NC 28075

Kevin Schaffner AIA, NCARB

9459 LEYTON DR. HARRISBURG NC, 28075

EMPLOYMENT HISTORY

LS3P Associates (2018-Present)
Project Architect
Charlotte, NC

SchenkelShultz Architects (2006-2018)
Associate
Orlando FL

REGISTRATIONS

Licensed Architect, North Carolina, 2018,
#14335; Florida, 2017, #AR98937

EDUCATION

University of North Carolina at Charlotte,
Master of Architecture, 2011
University of North Carolina at Charlotte,
Bachelor of Architecture, 2009

COMMUNITY INVOLVEMENT & PROFESSIONAL AFFILIATIONS

American Institute of Architects (AIA)
National Council of Architectural
Registration Boards (NCARB)
ACE Mentor - Charlotte, Uptown

RELEVANT PROJECTS

Greater Orlando Aviation Authority (GOAA)
Master Plan Update
Orlando, FL*

Claymont Regional Transportation Center
Wilmington, DE

Greenville-Spartanburg Airport Public
Parking Garage and ConRAC
Greer, SC

Charlotte/Douglas International Airport
Concourse E Renovations
Charlotte, NC

Greater Orlando Aviation Authority (GOAA)
South Terminal and Intermodal Complex
Orlando, FL*

**work performed with SchenkelShultz Architects,
Orlando, FL*

As an architect, Kevin Schaffner has dealt with planning and zoning requirements from both the architectural design and facility planning sides, and brings a unique perspective to a board frequently dealing with architects, contractors and developers. While serving on a team as the General Consultant to the Greater Orlando Aviation Authority (GOAA), Kevin was tasked with developing a Master Plan in coordination with the FAA, TSA, CBP, City of Orlando, Orange County and GOAA guidelines. Work included the production of an Airport Layout Plan (ALP), concepts for facility master plans, and initial designs for new terminal development. During his time working with GOAA, Kevin was a part of multiple Tiger Grant (Federal Transportation Grant) proposals, land use and development plans for the airport and surrounding community, and regional evaluations for the implementation of Transit Oriented Development on and around airport property. Kevin's responsibilities grew into oversight and review of new airport development projects in coherence with the in-place Master Plan and Land Use Plans. This continued progression eventually led into the conceptual design for a brand new South Terminal and Intermodal Complex at the Orlando International Airport. Kevin's experience with large-scale planning and design projects for a variety of clients lends itself well to contributing valuable insight as part of the Town of Harrisburg's Planning and Zoning Advisory Board.

In a more traditional architect role, Kevin has been involved with coordinating construction drawing sets in accordance with a multitude of planning entities and jurisdictions, both local and national. Kevin started his career in education architecture, working closely with a variety of school districts in Florida to design, renovate and construct new educational facilities to meet the needs of the communities in which they served. Growing up in Harrisburg and attending Central Cabarrus High School, Kevin has witnessed firsthand the needs of the local school district, and his work with various districts in the past creates an understanding that compliments the needs of both the town of Harrisburg and Cabarrus County Schools. This understanding, paired with master planning experience on a large scale, provide Kevin with the background to work with the Town of Harrisburg on the multitude of zoning and planning developments that arise with accelerated growth scenarios the town has seen for years.

Now at LS3P Associates, Kevin has quickly proven to be an asset to the aviation and transportation sector, collaborating with personnel across several branch offices, as well as various consultants located throughout the country. Of his notable recent projects, the Claymont Regional Transportation Center features the design of a train platform, pedestrian bridge and parking garage for the Delaware Department of Transportation that serves as an anchor for the large-scale, master-planned redevelopment of the old Claymont Steel facility in Delaware. Kevin is also working on the Greenville-Spartanburg Airport's public parking garage and Consolidated Rental Car Facility, as well as renovations/expansion to the Charlotte/Douglas International Airport's Concourse E. Each of these projects presents a unique set of planning and zoning parameters for a design solution to satisfy, and working in a proactive manner with each jurisdiction and client has provided the candidate with the ability to cultivate smart growth strategies through active community engagement.

The growth of Harrisburg has been exciting to watch over the past twenty years, and the opportunity to contribute to the continued prosperity as a member of the Planning and Zoning Advisory Board is something to strive for. It would be an honor to capitalize on the training as an architect and planner to collaborate with members of the Planning and Zoning Advisory Board, the Town of Harrisburg, Cabarrus County, and community members to help Harrisburg sustain it's outstanding progress for years to come.

TOWN OF HARRISBURG
PLANNING AND ZONING BOARD APPLICATION



Name: Rodney Garner Date of Application: 6-25-19
Home Address: 4721 The Arbores Dr. Harrisburg, N.C.
Phone: 704-587-5118 Email Address: rgarner68@gmail.com
Fax: 704-455-1350

EMPLOYMENT AND EDUCATION

Employer: NC Farm Bureau Ins. Co. High School: Orangeburg-Wilkinson H.S.
Address: 3814 Hwy 49 Harrisburg College: Norfolk State University
Phone: 704-455-4227 Graduate School: _____
Email: rodney.garner@ncfbins.com Other: _____
Occupation: Insurance Agent

Length of residence in the Town of Harrisburg 16 years 11 months

Are you available to attend meetings at least once a month? (Planning and Zoning Board Meetings are normally conducted on the third Tuesday of the month at 6:00 PM) Yes ☒ No, _____

Current Civic/Community Participation: Town of Harrisburg Planning & Zoning Board Member
Harrisburg Business Alliance Member
Board Member, Hickory Ridge H.S. Athletic Sponsor

Are you currently serving or have you ever served on a public board or commission? If so, please list below:

Board: Town of Harrisburg Planning & Zoning Dates: 3-2018 to 6-2019 Contact: _____

Relevant work (or other) experience related to the Planning and Zoning Commission:

Town of Harrisburg Planning & Zoning Board Member
from 3-2018 to 6-2019

Provide a brief statement outlining why you wish to serve on the Planning and Zoning Board:

I understand the importance of change and growth that aligns with our town's culture and values. I would love to continue to support this process.

Applicant's Signature: Rodney W. Garner Date: 6-25-19

Please attach a resume to provide any additional relevant information.

Please return form to:
Janet Rackley
Harrisburg Town Hall
PO Box 100
Harrisburg, NC 28075