



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

**February 20, 2024
6:00 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. Minutes from the January 16th, 2024 meeting

3. OLD BUSINESS

4. NEW BUSINESS

5. STAFF UPDATES/INFORMATION

- A. Presentation on Amending the Unified Development Ordinance (UDO)
- B. Development Update

6. ADJOURNMENT

Vision Statement

Harrisburg will be a distinctive, family-focused community where memories are made.

Mission Statement

Together, we enhance our quality of life by collaborating, planning, and investing to create our community of choice.



TOWN OF HARRISBURG

Agenda Item Details

Title:

Minutes from the January 16th, 2024 meeting

Presenting Personnel:

Zachary Gordon, Planning Director

Suggested Motion or Action:

Motion to approve the minutes of January 10, 2024 as prepared.

Description/Background:

Recommendation:

Approve minutes as presented

Fiscal Impact:

None

Attachments:

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**TOWN OF HARRISBURG, NORTH CAROLINA
PLANNING & ZONING BOARD MEETING
TUESDAY, JANUARY 16, 2024
6:00 PM**

MINUTES

1. CALL TO ORDER

Kevin Schaffner called the meeting to order.

PRESENT: Kevin Schaffner, Monica Long, Bill Leake, Faith Silva, Jessica Fava, Keziah Hubler (ex officio)

ABSENT: Kevin Hutchins

STAFF: Zac Gordon, Planning Director, Shelley DeHart, Assistant Planning Director, Carly Bedgood, Planning Technician

B. AGENDA ADOPTION

Jessica Fava made a motion to adopt the agenda as presented. The second was made by Bill Leake. **The motion passed 5-0.**

C. SPECIAL PRESENTATIONS

D. PUBLIC COMMENT

None

2. CONSENT AGENDA

A. Consider adoption of minutes from the December 12, Planning and Zoning Board meeting.

MOTION: Monica Long made a motion to approve the minutes, second by Bill Leake. **The motion passed 5-0.**

3. OLD BUSINESS

4. NEW BUSIENSS

5. STAFF UPDATES/INFORMATION

A. Staff updates on projects currently under review

- Zac Gordon started off by introducing the Board's new liaison from the Town Council, Mike Thevenin. Rodney Dellinger will still serve as the alternate Town Council liaison.
- Westgate is a mixed-use development that would need annexation and rezoning. The property is 33+ acres and it would include a mix of residential and commercial uses.
- Tramore-II is a proposed single-family residential subdivision with twenty-three lots. The property would need annexation along with a rezoning, the property is approximately 26+ acres.

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PLANNING & ZONING BOARD MEETING MINUTES
JANUARY 16, 2024**

- McKinley is a single-family residential subdivision. They have come before the board before, but they have since then reduced their previously 162 proposed lots to 60 lots. This property is 190+ acres.
- Shamrock is a single-family subdivision that is 200+ acres. The proposal is for 307 lots. A TIA has been completed for the project, with the next step being a neighborhood developer meeting.
- Litchfield Townhomes was granted a special use permit in 2021. Changes in the UDO have resulted in changes to the development proposal. A TIA is currently being prepared by the Town's traffic consultant. For the latest proposal, the development project would consist of 137 townhomes. Since Townhome developments require a Special Use Permit from the Board of Adjustment, this project will not require review by the PZB.
- Staff are working with the Farmington developer on a master sign program for the Farmington development. The goal of this master program is to develop a cohesive sign package that is architecturally unique and aesthetically attractive, with the goal of providing Farmington with a distinctive appearance.
- The consultants (TPMA) preparing the Strategic Economic Development Plan (SEDP) will be sending out a survey next week for public input/feedback. The survey will also be posted in other locations to maximize participation. Staff are working with TPMA on scheduling an "Open House" for residents to have the opportunity to review some of the initial findings and goals for the plan and to offer their input.
- Urban Forestry Plan- Shelley DeHart gave an overview of the Town becoming part of the Tree City USA. The first step in the process is to conduct a "Tree Canopy Survey," for which the Town will be applying for grant funding.

6. ADJOURNMENT

MOTION: There being no further business, Faith Silva made a motion to adjourn, with a second from Bill Leake. **The motion passed 5-0.**

Adopted on the 20th of February 2024

Kevin Schaffner, Chairman

Carly Bedgood, Secretary