

**Zebulon Board of Commissioners**  
**Minutes**  
**August 4, 2014**

Present: Curtis Strickland, Beverly Clark, Don Bumgarner, Dale Beck, Glenn York, Rick Hardin-Town Manager, Lisa Markland-Town Clerk, Bobby Fitts-Finance, Mark Hetrick-Planning, Tim Hayworth-Police, Chris Ray-Public Works, Chris Perry-Fire, Eric Vernon-Attorney

Absent: Robert Matheny, Greg Johnson

Mayor Pro Tem Bumgarner called the meeting to order at 7:00pm.

**APPROVAL OF AGENDA**

Mayor Pro Tem Bumgarner called for approval of the agenda.

Commissioner Clark made a motion, second by Commissioner York to approve the agenda as presented. There was no discussion and the motion passed unanimously.

**PUBLIC COMMENT PERIOD**

There was no one who wished to speak.

**CONSENT**

A. Minutes

Commissioner Beck made a motion, second by Commissioner Strickland to approve the minutes of May 5, 2014. There was no discussion and the motion passed unanimously.

Commissioner Beck made a motion, second by Commissioner Strickland to approve the minutes for the May 21, 2014 work session. There was no discussion and the motion passed unanimously.

B. Administration

Commissioner Beck made a motion, second by Commissioner Strickland to approve resolution 2015-03. There was no discussion and the motion passed unanimously.

Commissioner Beck made a motion, second by Commissioner Strickland to approve resolution 2015-04. There was no discussion and the motion passed unanimously.

C. Fire

Commissioner Beck made a motion, second by Commissioner Strickland to approve ordinance 2015-05. There was no discussion and the motion passed unanimously.

D. Finance

Commissioner Beck made a motion, second by Commissioner Strickland to approve the tax report for May 2014. There was no discussion and the motion passed unanimously.

Commissioner Beck made a motion, second by Commissioner Strickland to approve ordinance 2015-06. There was no discussion and the motion passed unanimously.

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Commissioner Beck made a motion, second by Commissioner Strickland to approve ordinance 2015-07. There was no discussion and the motion passed unanimously.

## **OLD BUSINESS**

### A. Planning

*SU 2014-01—Skybridge Group LLC—request to locate a hotel at 102 Pearces Road*

Mayor Pro Tem Bumgarner asked if any member of the Board had a conflict of interest or participated in exparte communication.

Commissioner Clark stated she needed be recused due to the fact that she worked for the applicants Chad and Betty Ray. Commissioner Strickland made a motion, second by Commissioner York to allow Commissioner Clark to abstain from participating on the special use permit. There was no discussion and the motion passed unanimously.

NOTE: Commissioner Clark vacated her seat at the commissioners table.

Mark Hetrick gave a staff report by giving a powerpoint presentation. Mark explained that the property was located at 102 Pearces Road, zoned heavy business (HB) and vacant. The applicant would like to locate a business motel which would have sleeping accommodations but limited other facilities.

The trip generation for the proposed 40 unit motel would be 22.8 trips during peak hours and since it was not at the 100 trips during peak hours a transportation impact analysis would not be required. The surrounding property uses and zoning were reviewed as well as the site plan. A site plan for the proposed use was presented, as well. Mark stated that the property according to the Land Use Plan was high density residential which was compatible with the requested use.

Mark reviewed the findings of fact requirements and the choices that the Board could make.

The Planning Board recommended denial of the special use permit with one dissenting vote. Staff did not make recommendations on special use permits.

Staff was recommending one condition which was to require that there be a vehicular stub road connection to Doris Hick's property to the east south east. The stub road would be required to be a minimum of 24' and there shall be a recorded deed of easement plat indicating the right of access through the site. That would allow for interconnectivity between the sites.

Mayor Pro Tem Bumgarner asked if there were any questions.

Commissioner Strickland asked about the stub out and how long it would need to be. Mark stated he had not scaled it out but it would be approximately 35'- 40'. The next question was if there was parking for large trucks. Mark explained that there was not designated parking for tractor trailers but they could accommodate them if the lot were not full.

Commissioner Beck said that there were more uses that could go into that zoning that did not require a special use permit that had the potential to cause more problems than the requested use.

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Commissioner Beck made a motion, second by Commissioner Strickland to approve SU 2014-01 with the condition “Prior to the issuance of a Certificate of Occupancy, the applicant shall construct a vehicular stub-road connection with a minimum width of 24’ to the east/southeast adjoining property boundary currently owned by Doris C. Hicks. The applicant shall provide a recorded deed of easement and plat indicating the right to access that the public would have through the site and stub-out road connection. Plat and easement subject to Planning Department approval prior to issuance of a Certificate of Occupancy.”

There was no discussion and the motion passed with a vote of 3-1 with Commissioners Beck, Strickland and Bumgarner voting in favor and Commissioner York voting in opposition.

NOTE: Commissioner Clark returned to her seat to participate in the remainder of the meeting.

## **NEW BUSINESS**

### A. Administration

#### Board Appointments

Lisa Markland presented that there were appointments needed for three boards; the Planning Board, Parks and Recreation and finally the Board of Adjustment. All appointments would expire on June 30, 2017.

The Planning Board currently had four positions available and there were three applications received. For the two in-town positions Lawrence Tickle and Sam Hayes applied to fill those spots. Lisa Markland stated that Lawrence Tickle was currently serving on the Planning Board and would like to be reappointed. Larry Ray was an ETJ applicant and would like to continue to serve in that capacity as well.

Commissioner Beck made a motion, second by Commissioner York to appoint Lawrence Tickle and Sam Hayes as in-town members of the Planning Board. There was no discussion and the motion passed unanimously.

Commissioner Strickland made a motion, second by Commissioner Beck to recommend to Wake County that Larry Ray be appointed as the ETJ member of the Zebulon Planning Board. There was no discussion and the motion passed unanimously.

The Parks and Recreation Board currently had two positions available and received one application. Michelle Glidewell, who is currently serving, would like to be reappointed to serve on that board.

Commissioner Strickland made a motion, second by Commissioner Clark to appoint Michelle Glidewell to the Parks and Recreation Advisory Board. There was no discussion and the motion passed unanimously.

The Board of Adjustment had two alternate positions open, one in the ETJ and one in-town position. Laura Johnson and Annie Moore were currently serving in those positions, respectively and submitted applications of interest to be reappointed.

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Commissioner Clark made a motion, second by Commissioner Beck to appoint Annie Moore as the in-town alternate on the Board of Adjustment. There was no discussion and the motion passed unanimously.

Commissioner Beck made a motion, second by Commissioner York to recommend to Wake County that Laura Johnson be appointed as the ETJ representative on the Zebulon Board of Adjustment. There was no discussion and the motion passed unanimously.

### **BOARD COMMENTS**

There were no board comments at that time.

### **MANAGERS REPORT**

Rick Hardin stated that there would not be a joint public hearing in August but there would be a work session on the 20<sup>th</sup>.

The September meeting would be held on Tuesday the 2<sup>nd</sup> due to the holiday.

The Town of Zebulon received the CAFR for 2013 which was the 21<sup>st</sup> consecutive year that the Town had received that prestigious award.

Commissioner Strickland made a motion, second by Commissioner Beck to adjourn. There was no discussion and the motion passed unanimously.

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Date

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Don Bumgarner—Mayor Pro Tem

SEAL

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Lisa M. Markland, CMC—Town Clerk