

COUNTY OF CLEVELAND, NORTH CAROLINA
AGENDA FOR THE PLANNING BOARD MEETING

January 28, 2020

6:00 PM

Commissioners Chamber

Call to order and Establishment of a Quorum

Invocation and Pledge of Allegiance

Swearing in of New Members

Swearing in of new Planning Board members

Approval of Minutes

Approval of 12-10-2019 Planning Board minutes

Items

Planning Board Basics

Road Renaming Case 20-01: Request to Rename Carter Road

Case 19-12: Text Amendment for Recreational Vehicle Parks in Cleveland County

Land Use Plan Update

Miscellaneous Business

Adjournment

COUNTY OF CLEVELAND, NORTH CAROLINA

AGENDA ITEM SUMMARY

Swearing in of New Members

Department:

Agenda Title: Swearing in of new Planning Board members

Agenda Summary:

Proposed Action:

ATTACHMENTS:

File Name

Description

No Attachments Available

COUNTY OF CLEVELAND, NORTH CAROLINA

AGENDA ITEM SUMMARY

Minutes

Department:

Agenda Title: Approval of 12-10-2019 Planning Board minutes

Agenda Summary:

Proposed Action:

ATTACHMENTS:

File Name	Description
<input type="checkbox"/> 12-10-19_PB_Minutes.pdf	Minutes



PLANNING BOARD

Cleveland County Administrative Building – Commission Chambers

311 E. Marion Street, Shelby, NC

December 10, 2019 - 6:00 p.m.

Present:

Max Hopper, Chairman

Tom Spurling, Vice-Chairman

Darryl Crawford

Charles Christenbury

Eddie Kee

Absent:

Susan Scruggs

Lucas Shires

Others Present

Chris Martin, Senior Planner

Henry Earle, Planner

Anna Parker, Administrative Assist.

CALL TO ORDER AND ESTABLISH QUORUM

Chairman Hopper called the meeting to order at 6:00 pm. It was determined that a quorum was present.

NOMINATION OF CHAIRMAN FOR 2020

Chairman Hopper nominated Tom Spurling and Charles Christenbury seconded the nomination. Darryl Crawford made a motion to elect Tom Spurling as Chairman by acclamation. It was seconded by Charles Christenbury and unanimously carried.

NOMINATION OF VICE-CHAIRMAN FOR 2020

Darryl Crawford nominated Susan Crawford for Vice-Chairman. The motion unanimously carried.

APPROVAL OF SEPTEMBER 24, 2019 MINUTES

Eddie Kee made a motion to approve the September 24, 2019 Minutes. Charles Christenbury seconded the motion and it unanimously carried.

No vote was needed for the November 26, 2019 minutes since there was not a quorum present at that meeting.

TEXT AMENDMENT CASE 18-10: CELL TOWER ORDINANCE REVIEW

Mr. Martin stated that the review of this proposed ordinance began in 2013 but a formal recommendation has not been made to the Commissioners. He reviewed the content of the most recent version.

Charles Christenbury made a motion to recommend the Text Amendment Case 18-10 Telecommunications (Cell) Tower Ordinance to the Board of Commissioners. Eddie Kee seconded the motion and it unanimously carried.

TEXT AMENDMENT CASE 19-12: RV PARK ORDINANCE REVIEW

Mr. Martin said there are currently no guidelines for developing RV Parks in the County. The Board of Adjustment requested guidelines since they have had so many cases come up in the past years and development is not slowing down. Staff prepared a draft ordinance for review. The draft has added “RV Site” to the Definitions, changed the Table of Uses, and created standards such as posting addresses & site numbers, setbacks, density, and all-weather driveway materials. The density ties into septic requirements. Tom Spurling said he spoke with the Environmental Health Director Nathan McNeilly who thought that 4-5 sites per acre is feasible.

Chairman Hopper would like to see a requirement for a garbage disposal contract. Mr. Martin reviewed the road access and said the Fire Marshall has approved what is written in the proposed code. Mr. Spurling said there should be more time to review with Nathan McNeilly. Chairman Hopper said “decommissioning” abandoned RVs could be tied in with licensing- registered tags must be visible. Staff could ask the owners for logs to see how long a RV has been on a site. A time limit for RVs to stay at each site has not officially been stated yet; the current code states “seasonal use” is allowed. The Board felt like six months was a fair time limit for temporary workers.

Chairman Hopper ended the discussion with a request to focus on what the goal of the code is- to make the sites look nice, maximize their use, or limit their use?

MISCELLANEOUS BUSINESS

There was no miscellaneous business for discussion.

ADJOURNMENT

There being no further business, **Chairman Hopper** adjourned the meeting at 7:10 pm.

ATTEST:

Tom Spurling, Chairman

Anna Parker, Administrative Assistant

COUNTY OF CLEVELAND, NORTH CAROLINA

AGENDA ITEM SUMMARY

Planning Board Basics

Department:

Agenda Title: Planning Board Basics

Agenda Summary:

Proposed Action:

ATTACHMENTS:

File Name

Description

No Attachments Available

COUNTY OF CLEVELAND, NORTH CAROLINA

AGENDA ITEM SUMMARY

Road Renaming Case 20-01

Department:

Agenda Title: Road Renaming Case 20-01: Request to Rename Carter Road

Agenda Summary:

Proposed Action:

ATTACHMENTS:

File Name		Description
<input type="checkbox"/>	20-01_Aerial_Map_Carter_Road.pdf	Aerial Map
<input type="checkbox"/>	Road_Renaming_Case_20-01_Staff_Report.pdf	staff report

Road Renaming Case # 20-01
Carter Road Aerial Map



STAFF REPORT

To: Cleveland County Planning Board

Date: January 14, 2020

From: Chris Martin, Senior Planner

Via: Henry Earle, Planner

Subject: Road Renaming Case 20-01

Summary Statement: The road formerly known as Carter road needs to be renamed.

Review: Construction on the Shelby bypass has forced Carter Road to be rerouted south of its original location that intersected Fallston Road. The remaining right of way section of what was Carter Road needs to be named.

Pros:

- Giving this road a new name will help identify it in the need of an Emergency 911 call.

Cons:

- None noted.

Fiscal Impact:

- None.

Recommendations:

- Planning Board:

COUNTY OF CLEVELAND, NORTH CAROLINA

AGENDA ITEM SUMMARY

Case 19-12

Department:

Agenda Title: Case 19-12: Text Amendment for Recreational Vehicle Parks in Cleveland County

Agenda Summary:

Proposed Action:

ATTACHMENTS:

File Name		Description
<input type="checkbox"/>	Section_12-161_Recreational_Vehicle_Park_Ordinance_January_2020.pdf	Draft Ordinance
<input type="checkbox"/>	1-28-20_RV_Standards_Staff_Report.pdf	Staff Report

Recreational Vehicle Parks

Section 12-20. – Definitions

Recreational vehicle (RV). A vehicle that is:

- (1) Built on a single chassis; and
- (2) Four hundred (400) square feet or less when measured at the largest horizontal projection; and
- (3) Designed to be self-propelled or permanently towable by a light duty truck; and
- (4) Designed primarily not for use as a permanent dwelling, but rather as temporary living quarters for recreational, camping, travel, or seasonal use.

Recreational vehicle park. A plot of land that is established, or maintained for occupancy by recreational vehicles of the general public as temporary living quarters for recreation or vacation purposes.

Recreational vehicle site: A designated space for parking a recreational vehicle inside of a recreational vehicle park.

Sec. 12-124. – Table of Permitted Uses

Table of Permitted Uses										
	NAICS	RA	RR	R	RM	NB	GB	CP	LI	HI
ACCOMODATION AND FOOD SERVICES										
Recreational Vehicle Parks	72120	C		C			Z	C		

Sec. 12-161. – Recreational Vehicle Parks

- A. The purpose of these regulations is to allow for the placement and growth of Recreational Vehicle Parks while maintaining the health, safety, and general welfare standards of established residential and commercial areas in Cleveland County.
- B. Recreational Vehicle Parks shall be allowed pursuant to section 12-124 and are subject to the following standards:
 1. No Recreational Vehicle park shall exist on a single parcel that is less than three (3) acres in size.
 2. Density
 - a. There shall be no more than six (6) recreational vehicle sites per acres within a single recreational vehicle park.
 - b. Each recreational vehicle site shall include a parking spot that is at least twenty (20) feet wide and forty (40) feet long.

3. Setbacks
 - a. A setback of one hundred (100) feet shall be required from all public or private rights-of-way, and a setback of fifty (50) feet shall be required from all other property lines.
 - b. A setback of twenty (20) feet shall be required between recreational vehicle sites.
 4. Type B screening, as outlined in section 12-305, shall be required along all exterior property lines, unless existing screening is deemed sufficient by the Administrator or the Board of Adjustment.
 5. Roads and road access
 - a. No recreational vehicle site shall have direct access to a public road. Rather, all recreational vehicle shall be accessible only from interior roads.
 - b. Interior roads shall have a minimum width of twenty (20) feet and shall have a maximum length of one thousand (1000) feet.
 - c. Interior roads shall be made of an all-weather driving surface capable of supporting emergency vehicles in accordance with the Fire Apparatus Roads Standards in the North Carolina Fire Code.
 6. One non-illuminated sign allowed with a maximum area of twenty-five (25) square feet shall be allowed. The sign shall be set back a minimum of ten (10) feet from any property line or road right-of-way. No other signage shall be permitted unless required by law.
 7. Each recreational vehicle site shall have an address posted thereon to distinguish it from other sites on the property.
 8. The applicant shall obtain any required local and state permits such as environmental, building and North Carolina Department of Transportation driveway permits.
- C. A site plan, shall be submitted to the Administrator and the Board of Adjustment prior to approval. The site plan shall show any existing or proposed development or structures, including the location and number of all proposed sites, roads, setbacks, screening, and landmarks. The site plan shall further comply with Section 12-33 of the Cleveland County Unified Development Ordinance.

STAFF REPORT

To: Cleveland County Board of Commissioners Date: January 15, 2020
From: Chris Martin, Senior Planner
Subject: Text Amendment 19-12 RV Parks

Summary Statement: The Cleveland County Board of Commissioners has asked the Planning Board to submit standards and regulations to guide the development of future recreational vehicle (RV) parks in the County.

Review: Due to the rise in applications for RV parks the Board of Commissioners has asked the Planning Board to create an ordinance to regulate their development in Cleveland County. RV Parks are currently permitted in the Rural Agricultural and Residential districts with a Conditional Use Permit and in the General Business district and Corridor Protection overlay with a zoning permit. In 2019 the Board of Adjustment heard cases for five different RV parks. There are currently no regulations in place for them. With the influx of applications for RV parks the Commissioners wanted Cleveland County to have standards to guide the orderly development of RV parks in Cleveland County.

North Carolina General Statutes allow counties to have reasonable standards for development. Reasonable standards can include density, minimum acreage, landscape screening and setbacks.

Pros:

- Create standards for orderly development of RV parks
- Will require RV Parks to be more compatible with the surrounding community

Cons:

- None

Fiscal Impact:

- None

Recommendations:

- Planning Board: January 28, 2019

COUNTY OF CLEVELAND, NORTH CAROLINA

AGENDA ITEM SUMMARY

Land Use Plan Update

Department:

Agenda Title: Land Use Plan Update

Agenda Summary:

Proposed Action:

ATTACHMENTS:

File Name	Description
<input type="checkbox"/> Staff_Report_LUP_1-22-2020_for_Planning_Board.pdf	Staff Report

STAFF REPORT

To: Board of Commissioners

Date: January 22, 2020

From: Chris Martin

Subject: Land Use Plan Bid

Summary Statement: The Cleveland County Board of Commissioners has approved Benchmark Planning as the planning consultants for the Cleveland County Land Use Plan update for 2020.

Bids: Bids were received through the Request for Proposal process from the following three companies:

- Benchmark Planning \$98,000
- N Focus \$93,000 - \$102,300
- Withers Ravenel \$95,000 - \$125,000

Review: After careful evaluation of the three proposals, Planning Staff's opinion is that Benchmark Planning is the most responsible bid. Staff identified the following pros of selecting Benchmark:

- **Experience:** More Land Use Plan development experience
- **References:** Positive client references
- **Organization:** Proposal and samples submitted were well organized
- **Location:** Familiar with our region and the impacts that regional development will have on Cleveland County
- **Cost:** Competitive price

A Land Use Plan is designed to guide the future actions of a community. It is developed through many public meetings and represents the "vision" of a community with long range goals and strategies to achieve those goals.

Fiscal Impact:

- \$98,000