



VANCE COUNTY  
PLANNING & DEVELOPMENT OFFICE

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**TO:** Vance County Planning Board  
**FROM:** Jordan McMillen  
**SUBJECT:** Minutes of the December 12, 2013 Planning Board Meeting  
**DATE:** December 12, 2013 4:00 PM to 4:45 PM

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**Board Members:** Agnes Harvin (Vice Chairperson), Phyllis Stainback, Alvin Johnson, Jr., Ruth Brummitt, Rev. Roosevelt Alston

**County Staff:** Jordan McMillen

**Absent:** Blake Haley (Chairperson), Thomas Shaw

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- ◆ Vice Chair Agnes Harvin opened up the meeting and entertained a motion for approval of the 10/10/2013 minutes:
  - a. **Motion** was made by Ruth Brummitt to approve the minutes as written.
  - b. **Second** was made by Alvin Johnson.
  - c. **Motion** passed 5-0.
  
- ◆ Vice Chair Agnes Harvin asked for approval of the calendar of meetings for 2014.
  - a. **Motion** was made by Phyllis Stainback to approve the schedule as presented.
  - b. **Second** was made by Rev. Alston.
  - c. **Motion** passed 5-0.
  
- ◆ Vice Chair Agnes Harvin moved to the next agenda item.
  - A. **Major Subdivision (residential use) – Fitzsimmons Subdivision**  
Major Subdivision (residential use): For Kenneth Fitzsimmons (Cawthorne Surveying). Tax Map 0471-02001. Project involves the creation of 8 lots added to a previous minor subdivision that created 4 lots. In total 12 lots would be included within this subdivision. Included in the proposal is an existing 60 ft. private easement (Kenny Lane) and a proposed 60 ft. private easement (Michelle Lane). All proposed lots are above 30,000 sq. ft.
    1. Ms. Stainback questioned whether the lots were proportioned correctly in terms of size. Mr. McMillen responded that the lot sizes and proportions are correct as per the R-30 zoning category for the land.
    2. Mr. McMillen mentioned that based upon a staff review there are several concerns to be noted. He mentioned the need for a driveway permit as this is a major subdivision, proposal of a subdivision name, easements for underground utilities as well as an updated soils analysis. He further mentioned the need to round off the property line with a 20 foot radius where Kenny and Michelle Lane come together. In addition to these items restrictive covenants and a road maintenance agreement will need to be brought to the board prior to approval of the final plat.
    3. Ms. Stainback questioned whether lots 10, 11, and 12 would have any problems with the existing pond being within these lots. Mr. McMillen mentioned that this should not pose any problems other than that a 50 foot buffer would need to be maintained as per state regulations for the Tar-Pamlico water basin.
    4. Ms. Brummitt questioned whether lot 12 would have ownership rights over the pond. Mr. McMillen responded that lot 12 would have ownership rights over a portion of the pond as presented on the current preliminary plat.

**Motion** made by Phyllis Stainback to approve the preliminary plat for the major subdivision subject to the following conditions: (1) submittal of an NCDOT driveway permit (2) removal of Dunston Road from the plat as it is not a recognized E-911 street (3) showing of utility easements for underground utilities (4) submittal of an updated soils analysis showing adequate soils for all lots including lot 12 (5)

submittal and approval of a subdivision name (6) corners of Michelle and Kenny Lane need to be rounded off with a 20 foot radius (7) submittal of a road maintenance agreement and restrictive covenants prior to getting final plat approval. In addition to these items the board gives authorization for the Planning Director to review and give the necessary approval following a review of the soils analysis and the other items mentioned.

**Second** was made by Rev. Alston, the members present voted to approve.

**Motion** passed 5-0.

B. **Rezoning Request (Case# RZ1312-1) – US 158 Bypass/Poplar Creek Road (VGCC)**

Request to amend the zoning map and rezone 3 parcels/tracts from Light Industrial (L-I) to Office Institutional (O-I).

1. Mr. McMillen gave an overview of the rezoning request and presented the staff report.
2. Ms. Stainback questioned whether the overlapping deed area for Tract 2B as shown on the included survey would cause any problems for access. Mr. McMillen explained that the community college does have legal access to Poplar Creek Road via an existing 60 foot private right-of-way. He further explained that the college is not asking for tract 2B to be rezoned and therefore the deed overlap should have little bearing on the rezoning request.

**Motion** made by Ruth Brummitt to recommend approval of the rezoning request. The recommendation is based upon the fact that rezoning is consistent with the character of the area, fits very well within the surrounding area and is consistent with the land use plan as it located within a transitional development area.

**Second** was made by Mr. Johnson, the members present voted to approve.

**Motion** passed 5-0.

C. **Road Name Approvals**

1. Libano Lane
2. Opie Lane
3. Michelle Lane

**Motion** made by Phyllis Stainback to approve Libano Lane, Opie Lane and Michelle Lane subject to approval by E-911.

**Second** was made by Ruth Brummitt, the members present voted to approve.

**Motion** passed 5-0.

II. **Closing Comments and/or new business**

- A. Holiday Dinner – The board agreed to have their annual holiday dinner on January 9<sup>th</sup> at 6 PM at Ribeyes.

III. **Adjournment.**

- A. With no further agenda items, the board adjourned the meeting.