



**TOWN OF GRANITE QUARRY  
PLANNING BOARD  
REGULAR MEETING AGENDA  
February 1, 2021  
6:00 p.m.**

**Call to Order**

**Chairman Luhrs**

**Determination of Quorum**

**Chairman Luhrs**

**1. Approval of Agenda**

**2. Approval of Minutes**

**January 4, 2021 Regular Monthly Meeting**

**Old Business**

**3. Downtown LI Rezoning Update                      Planner Blount**  
**A. New Zoning Classification Description**

**B. Text Amendment**

**ACTION REQUESTED:** Motion to recommend approval to Board of Aldermen

**4. Rezoning of downtown LI properties              Planner Blount**  
**ACTION REQUESTED:** Motion to recommend approval to Board of Aldermen

**5. Downtown Overlay District**  
**ACTION REQUESTED:** Motion to recommend approval to Board of Aldermen

**6. Comprehensive Plan Discussion                      Chairman Luhrs**  
**A. Adult Establishments                                  Planner Blount**

**B. Property Frontage/Width Minimums in RL      Planner Blount**

**7. Amendments to Rules of Procedure**  
Adoption of amendments reviewed at the January meeting.

**ACTION REQUESTED:** Motion to approve the amendments to the Planning Board Rules of Procedure as presented.

**New Business**

**8. Time Extension Request Stoneglenn Subdivision**

**ACTION REQUESTED:** Motion to approve one year time extension per UDO section 11.7.5.1.B.

**9. Consideration of Application to Fill Vacant Town Seat**

**A. Review Committee Membership Recruiting and Appointment Policy**

**B. Clerk's Summary**

**C. Board Discussion / Decision**

**ACTION REQUESTED:** Planning Board recommendation.

**Adjourn**

**Agenda Item Summary**  
Regular Monthly Meeting  
February 1, 2021  
Agenda Item 1

Summary

The Board may discuss, add, or delete items from the agenda.

Action Requested

***Motion to adopt the agenda (as presented / as amended).***

**Approval of Agenda**

Motion Made By:

\_\_\_\_\_

Second By:

\_\_\_\_\_

For:

- Jerry Holshouser
- Ronald Jacobs
- Richard Luhrs
- Jared Mathis
- David Morris
- Michelle Reid
- Joe Hudson
- Jim King (A)
- Dolores Shannon (A)
- 
- 

Against:

- Jerry Holshouser
- Ronald Jacobs
- Richard Luhrs
- Jared Mathis
- David Morris
- Michelle Reid
- Joe Hudson
- Jim King (A)
- Dolores Shannon (A)
- 
-

**Agenda Item Summary**  
Regular Monthly Meeting  
February 1, 2021  
Agenda Item 2

Summary

Draft minutes from the January 4, 2021 regular monthly meeting are attached for your review.

Action Requested

***Motion to approve the January 4, 2021 Regular Monthly Meeting minutes (as presented / as amended).***

**Approval of Minutes**

Motion Made By:

\_\_\_\_\_

Second By:

\_\_\_\_\_

For:

- Jerry Holshouser
- Ronald Jacobs
- Richard Luhrs
- Jared Mathis
- David Morris
- Michelle Reid
- Joe Hudson
- Jim King (A)
- Dolores Shannon (A)
- 
- 

Against:

- Jerry Holshouser
- Ronald Jacobs
- Richard Luhrs
- Jared Mathis
- David Morris
- Michelle Reid
- Joe Hudson
- Jim King (A)
- Dolores Shannon (A)
- 
-



**TOWN OF GRANITE QUARRY  
PLANNING BOARD  
REGULAR MEETING MINUTES  
January 4, 2021  
6:00 p.m.**

**Present:** Chairman Richard Luhrs, Jerry Holshouser, Ronald Jacobs, Michelle Reid, Jared Mathis, David Morris

**Not Present:** Vice-Chairman David Trexler, Jim King (A), Joe Hudson, Brenda Costantino, Dolores Shannon (A)

**Staff:** Town Planner Steve Blount, Town Clerk Aubrey Smith

**Call to Order:** Chairman Luhrs called the Planning Board meeting to order at 6:00 p.m.

**Determination of Quorum:** Chairman Luhrs verified there was a quorum present.

**1. Approval of Agenda**

**ACTION:** Ms. Reid made a motion to adopt the agenda as presented. Mr. Jacobs seconded the motion. The motion passed with all in favor.

**2. Approval of Minutes**

**ACTION:** Mr. Mathis made a motion to approve the minutes from the November 9, 2020 Regular Monthly Meeting. Ms. Reid seconded the motion. The motion passed with all in favor.

**Old Business**

**3. Downtown LI Rezoning Update**

**Planner Blount**

Planner Blount reviewed his memos on the Downtown LI rezoning and informed the Board that he would be ready to present a new overlay, zoning classification description, and text amendments at their next regular meeting.

**4. Comprehensive Plan Discussion**

**Chairman Luhrs**

Chairman Luhrs opened the Board discussion on the Comprehensive Plan. He stated that to start the review, he would like to take a closer look at three different items: zoning reclassification for adult establishments, driveways, and property frontage or property width minimums. Planner Blount will prepare information on each of the items for the next regular meeting.

*Mr. Morris joined the meeting at 6:11 p.m.*

## New Business

### 5. Amendments to Rules of Procedure

Planner Blount reviewed the current Planning Board Rules of Procedure and the recommended changes. The amendments will be voted on at the next regular meeting.

### 6. Review of Committee Membership Recruiting and Appointment Policy

The Board reviewed the new Committee Membership Recruiting and Appointment Policy adopted by the Board of Aldermen September 8, 2020. The Board will be utilizing the new process at their next regular meeting to fill a vacancy that opened January 4, 2021. After they receive the agenda packets that include the new membership applications, the Board will submit any questions for the applicants for compilation and review before the next meeting.

## Adjournment

**ACTION:** Mr. Morris made a motion to adjourn the meeting. Mr. Jacobs seconded the motion. The motion passed with all in favor.

Chairman Luhrs closed the meeting at 6:43 p.m.

Respectfully Submitted,

Aubrey Smith  
Town Clerk



MEMO:

Date: 01/22/2021

RE: Resolution of Properties Zoned LI in Downtown Area

By: Steve Blount, Town Planner

Narrative:

At the request of the Board of Aldermen, the Planning Board and Planning Staff have reviewed the issue of having properties in the downtown area zoned LI for light industrial uses.

After investigation of this issue, staff suggested various options to rezone these properties to other existing zoning classifications that would allow continuation of the current use but prevent possible inappropriate uses in the future. This option was opposed by several property owners for various reasons. Staff worked with those property owners to find an acceptable alternate.

After several meetings, staff concluded that the real concern for the Town was not necessarily the uses of the LI zoned properties, but the appearance and how the uses would impact the designated downtown area as a whole. Recognizing that these properties were already under the control of Appendix B of the UDO, the *Building Design Guidelines and Requirements* adopted in 2018, the appearance issues were basically already under control.

During its review, staff did find several uses in the LI zoning class that were not appropriate in the downtown area and many uses in the HB classification (what staff would have recommended if property was rezoned to an existing classification) that were not allowed in the LI classification. Recognizing this problem, staff is recommending creation of a new zoning classification designated DT/LI, for Downtown/Light Industrial which is a blend of the current HB and LI zoning classifications.

The following is the text amendment requested to accomplish this action:

1. In Section 3.2 Base Zoning Districts, revise the list of zoning districts adding:  
“DT/LI *Downtown/Light Industrial District*”

2. In Section 3.2 Base Zoning Districts add item 3.2.12 as follows:

**“3.2.12 Downtown Light Industrial (DT/LI) District**

*The purpose of the Downtown Light Industrial District is to promote a broad mixture of land uses appropriate to the designated Downtown Area. The mix of uses will help promote a critical mass of downtown workers needed to support other downtown businesses. Potential negative impacts of traditionally light industrial uses will be mitigated through building siting, appearance standards, landscaping and buffering requirements defined in Appendix B of this Uniform Development Ordinance.”*

3. To Section 3.3 Permitted Uses Table, add a column between HI and SR labeled DT/LI with the uses as listed below:

<b><i>Civic &amp; Government Uses</i></b>	<b>DT/LI</b>
Cemeteries (accessory use)	X
Emergency Services (fire, police, EMT)	X
Government buildings (other, excludes correctional facilities)	X
Non-profit charitable organizations	X
Religious institutions & related uses (including day cares or schools of less than 25)	X
Schools (public & private elementary, middle, & high)	X
<b><i>Institutional Uses</i></b>	<b>DT/LI</b>
Assembly halls, coliseums, gymnasiums, and similar structures	X
Cemeteries (principal use)	
Child day cares	X
Clubs, lodges, fraternities, sororities, social, civic, and other similar organizations operated on a non-profit basis	X
Colleges & Universities	X
Hospitals	X
Instructional Schools	X
Libraries, museums, and art galleries	X
Research Facilities	X
Residential Care Facilities (including halfway houses)	
Residential Care Homes	
Vocational Schools	X
<b><i>Office &amp; Service Uses</i></b>	<b>DT/LI</b>



Animal services (no outdoor kennels)	X
Animal services (with outdoor kennels)	C
Automobile services (no vehicle storage)	X
Automobile services (with vehicle storage)	C
Banks, financial offices, & similar uses	X
Barber and beauty shops	X
Bed and breakfast inns	
Body piercing & tattoo studios	
Communications offices (no visible towers or transmission equipment)	X
Dry-cleaning and laundry establishments	X
Funeral homes and mortuaries	X
Hotels, motels, & inns	
Medical, dental, & optical clinics	X
Offices, professional	X
Repair services (indoor)	X
Services, other	C
Studios for artists, designers, and photographers	X
Tailoring services	X
<b><i>Retail Uses</i></b>	<b>DT/LI</b>
Alcohol beverage packaged, retail sales	<b>X</b>
Automobile sales or rental	C
Convenience stores (no automotive services)	X
Heavy equipment sales or rental	C
Manufactured home sales	C
Newsstands	X
Outdoor Market (including farmers markets, flea markets, etc.)	<b>C</b>
Restaurants (no drive-through)	X
Restaurants (with drive-through)	C
Retail uses, less than 20,000 square feet (indoor)	C
Retail uses, 20,000 square feet or greater (indoor)	C

Retail Accessory Use in conjunction with principal use- max. size is no more than 20% of gross floor area of the principal use.	X
<b><i>Recreation &amp; Entertainment Uses</i></b>	<b>DT/LI</b>
Adult Establishments	
Amusement center	
Bars & nightclubs	
Billiards, pool halls, & bowling alleys	
Circuses, carnivals, fairs, side-shows	
Family campgrounds	
Golf courses	
Electronic gaming operations	
Parks (public)	X
Swimming pools (principal use)	
Swimming pools (residential accessory use)	
Theater (indoor)	X
Theater (outdoor)	
<b><i>Industrial, Manufacturing, Warehousing, Wholesale, Distribution, &amp; Transportation Uses</i></b>	<b>DT/LI</b>
Automobile parking lots (principal)	
Automobile parking structures	X
Junk yards, salvage yards, recycling operations, and similar uses	
Bus repair and storage terminals	X
Bus terminals for passengers	
Cabinet and woodworking shops	X
Contractors shops & storage yards	X
Distribution uses (accessory)	X
Distribution uses (principal)	X
Energy production (solar farm)	
Foundries producing iron and steel products	
<b><i>Industrial, Manufacturing, Warehousing, Wholesale, Distribution, &amp; Transportation Uses (continued)</i></b>	<b>DT/LI</b>
Hazardous material storage	
Industrial equipment machinery, repair and servicing.	X
Industrial research facilities	X

Lumber yards, building materials storage and sale	
Manufacturing, Heavy	
Manufacturing, Light	X
Machine Shops	X
Manufactured home manufacturing	
Printing and publishing establishments	X
Quarrying	
Railroad freight yards	
Railroad stations	X
Sheet metal shops	X
Sign painting, exclusive of manufacturing	X
Taxicab stand or office	
Tire recapping and retreading	
Trucking terminals	
Warehouse uses (accessory)	X
Warehouse uses (principal)	X
Warehouse, mini	X
Wholesale uses	X
<b><i>Agricultural Uses</i></b>	<b>DT/LI</b>
Bona-fide farm (excluding hogs)	
Greenhouse or horticultural nursery (including outdoor storage)	X
Greenhouses and gardens which are incidental to a residential use and conducted on a non-commercial basis only	
Produce Stands (permanent)	
<b><i>Other Uses</i></b>	<b>DT/LI</b>
Accessory structures (non-residential)	X
Drive-through/Drive-in uses (for permitted uses, excluding restaurants)	
Outdoor Storage (associated with permitted non-residential use)	C
Parking of recreational & commercial vehicles (residential districts)	
<b><i>Other Uses (continued)</i></b>	<b>DT/LI</b>
Telecommunications towers	C
Temporary Uses	X
Utility facilities (except service or storage yards)	X



Downtown Development Guidelines Text Amendment  
7.21.2020

**Add to Chapter 3 of UDO, specifically to Section 3.6 Overlay Districts, the following:**

**“3.6.3 Downtown Development Guidelines Area Overlay**

The Downtown Development Guidelines Area Overlay is an area roughly defined by Main Street to the SW, Brown St to the NE, Church Street to the NW and extending across and along Railroad Street to Troutman Street at the SE extreme. Development in this area will be regulated by the requirements of the Uniform Development Ordinance (UDO) in general but more specifically by the development guidelines found in Chapter 5, Appendix B of the UDO.”

**Revise Chapter 5, Appendix B as follows:**

Chapter 5, Appendix B

A. Purpose and Applicability

The purpose of this chapter is to provide guidelines for construction of new buildings and renovation of existing structures in the Town’s Downtown (an area depicted in ~~Fig.33 of the Town of Granite Quarry Downtown Masterplan, dated January 2016~~ as an overlay zone on the Town’s Zoning Map) that will promote development over time of an attractive, campus-like environment. With a mixture of old and new buildings of various styles and forms, these guidelines will attempt to provide some level of uniformity, proportion, and compatibility of the structures, landscaping, walkways and streetscape that will promote the form, function, and beauty of our Town.

**Add an overlay zone depiction on the Town’s Zoning Map defining this classification including the following parcels:**

648 068	648 036	648 064	648 061	648A061	648 098	648 104	649 002	649 074
648 067	648 066	648 040	648 059	648 043	648 107	648 185	649 091	649 011
648 026	648 037	648 041	648 05901	648 044	648 097	648 139	649 007	649 080
648 163	648 034	648 042	648A058	648 045	648 138	648 140	649 008	649 006
648 035	648 038	648 062	648A059	648 046	648 149	648 106	649 00901	649 005
648 132	648 039	648 06101	648A060	648 099	648 150	649 001	649 088	649 004
649 063	649 103	649 059						





MEMO:

Date: 01/22/2021

By: Steve Blount, Town Planner

RE: Downtown LI Rezoning Issue

Narrative:

Planning staff and the Planning Board were asked by the Board of Aldermen to review several properties in the downtown area that were zoned LI for light industrial use. Staff has developed a resolution to this issue that creates a new zoning classification (see separate memo) that will be applied to several of these properties. We are suggesting rezoning to RL and HB on the other properties as this matches their current use. The following table shows the 12 properties located in the designated downtown area with the proposed zoning classifications:

<b>Parcel #</b>	<b>Owner</b>	<b>Address</b>	<b>Alternate Zoning</b>
648 066	F&M Bank	218 N Salisbury Ave	DT/LI
648 138	Brinkley	221 N Lyerly	DT/LI
649 006	JBC Properties	205 Railroad St	RL
649 005	JBC Properties	211 Railroad St	RL
649 004	McKinney	217 Railroad St	RL
649 063	Harwood	233 Railroad St	RL
649 103	Harwood	Depot St	HB
649 002	McKinney	214 S Salisbury Ave.	DT/LI
649 007	R&R2 LLC	301 Railroad St	RL
649 008	JH Cook	312 S Salisbury Ave	DT/LI
648 059	GQ Properties	303 S Main St	DT/LI
648 185	Eli Fisher	S Salisbury Ave.	DT/LI

Action Required:

Provide a positive recommendation to the Board of Aldermen to adopt these zoning classifications. (Note: In addition to the work session held previously by the Planning Board, several letters mailed to the property owners, and several meetings with property owners and their representatives, a public hearing will be advertised and held at the Board of Aldermen meeting prior to them voting on this issue.)



MEMO

Date: 05/11/2020

By: Steve Blount, Town Planner

TO: Planning Board

RE: Downtown Zoning Overlay

Narrative:

In January of 2016, the Town completed and adopted its *Downtown Master Plan*. This plan studied the economics of the Town's downtown commercial area and economic development in general. The plan suggested a strategy of improving the visual appeal of the downtown and surrounding areas in hopes of attracting more retail customers to support existing and future stores and businesses.

After the creation of the plan, the Town's Board of Aldermen created a committee, The Revitalization Team, whose goal would be promoting implementation of the plan. This Team working with the Board of Aldermen worked on and accomplished some of the plan's stated goals. Some of the larger, more ambitious goals have been delayed by a lack of funding.

In 2017, the Board of Aldermen asked the Planning Board to create a set of regulations that would support the goals of the *Downtown Master Plan*. The *Building Design Guidelines and Requirements* were completed and adopted by the Board of Aldermen in 2018. This document was adopted as an *Appendix B* to the Town's *Uniform Development Ordinance (UDO)* and the area these regulations were to be applied to was defined as the area shown in Figure 33 of the *Downtown Master Plan*.

While the drawing in Figure 33 is clear enough to determine the general area referenced by the plan, one would have to be reading that specific section of the ordinance to know of its existence and area of application. For zoning purposes, it is important that anyone researching a property's zoning classification be made aware of the requirements of *Appendix B*. To accomplish this goal, we suggest adding an overlay district to the Town's Zoning Map, visually defining the prescribed area where the regulations found in Appendix B will be applied.

Using the area shown in Figure 33, we created a map of the areas depicted as a part of the downtown area. During that process we determined that a few properties on either end of the downtown area should logically be added to the overlay area. If the board agrees, staff will start Zoning Map and text amendment processes to add the overlay and supporting UDO text.





MEMO

Date: 1/6/2021

TO: Planning Board

FROM: Planner

RE: Zoning for Adult Establishments

Narrative:

In the recent past, this board and the Board of Aldermen (BOA) were faced with the demand for retail space for electronic gaming operations. The BOA first adopted limiting restrictions and allowed them as a Conditional Use in the Highway Business (HB) and Central Business (CB) zoning classifications. They later revised this to be allowed as a Conditional Use only in the Heavy Industry (HI) zoning classification. As there is very little property currently zoned HI (a strip along Balfour Quarry Rd.) and that property is owned by the Town, this would almost surely require a rezoning to allow this type of operation.

At the time, these revisions were being made for the Electronic Gaming use classification, concern was expressed about the same problem with other Adult Establishments. Adult Establishments are defined by the UDO as:

**Adult Establishment**

Any principal or accessory structure or use of land which meets the definition of adult establishment as set forth in North Carolina General Statute Section 14-202.10, including topless bars. Notwithstanding the definition of "adult bookstore" provided in G.S. 14-202.10(1), for purposes of this ordinance "adult bookstore" means a retail establishment:

- which receives a majority of its gross income during any calendar month from the sale or rental of a) "publications" which are distinguished or characterized by their emphasis on matter depicting, describing, or relating to "specified sexual activities", as defined in G.S. 1-202.10(10), or "specified anatomical areas", as defined in G.S. 1-202.10(11); and/or b) merchandise that are "sexually oriented devices", as defined in G.S. 1-202.10(9); or
- having as a preponderance of its publications and/or merchandise a) "publications" which are distinguished or characterized by their emphasis on matter depicting, describing, or relating to "specified sexual activities", as defined in G.S. 1-202.10(10), or "Specified anatomical areas", as defined in G.S. 1-202.10(11), and/or b) merchandise that comprises "sexually oriented devices", as defined in G.S. 1-202.10(9).

Adult establishment may consist of, include, or have the characteristics of any or all of the following:

- Adult or Sexually Oriented Bookstore Sales and Distribution
- Adult or Sexually Oriented Paraphernalia Sales and Distribution

- Adult or Sexually Oriented Cabaret
- Adult or Sexually Oriented Mini Motion Picture Theater
- Adult or Sexually Oriented Motion Picture Theater

These establishments are currently only allowed as a Conditional use in the HI zoning classification with special requirements as follows:

#### 4.7.1 Adult Establishments (Conditional Use only)

##### 4.7.1.1 Purpose and Intent

Adult establishments, because of their nature, are recognized as having characteristics which may be objectionable to nearby residential districts and certain other uses considered to be sensitive—namely, churches, schools, parks, libraries, day care centers, nursing homes, and medical centers. Studies have shown that properties tend to be devalued and crime rates tend to be increased by the concentration of adult establishments. The Board of Aldermen determines that regulation of these uses is necessary to ensure that these adverse effects do not contribute to the blighting or downgrading of nearby residential districts and to protect the integrity of those sensitive uses listed above. The purpose of having regulations for adult establishments is to identify the appropriate locations in which adult entertainment or sexually oriented businesses may be established within the Town of Granite Quarry’s zoning jurisdiction.

##### 4.7.1.2 Definitions

- A. **Adult establishment:** Any structure or use of land that is defined in N. C. General Statute 14-202.10 and/or including the following:
1. Adult arcades
  2. Adult bookstores
  3. Adult cabarets/clubs (such as “topless” dancing)
  4. Adult live entertainment
  5. Adult live entertainment business
  6. Adult motels or hotels
  7. Adult motion picture theaters
  8. Adult mini-motion picture shows
  9. Adult theaters
  10. Adult video stores
  11. Escort agencies
  12. Massage businesses
  13. Nude model studios
  14. Sexual encounter centers
- B. **Adult arcade:** Any place to which the public is permitted or invited wherein coin-operated, or slug operated or electronically, electrically, or mechanically controlled still or motion picture machines, projectors, or other image-producing devices are maintained to show images to persons in booths or viewing rooms where the images to persons in booths or viewing rooms where the images so displayed depict or describe specified sexual activities or specified anatomical areas.
- C. **Adult bookstore:** A bookstore which:
1. Receives a majority of its gross income during any calendar month from the sale of publications (including books, magazines, and other periodicals) which are distinguished or characterized by their emphasis on matter depicting, describing, or relating to specified sexual activities or specified anatomical areas, as defined in G. S. 14-202.10; or
  2. Has as a preponderance of its publications, books, magazines, and other periodicals which are distinguished or characterized by their emphasis on matters depicting, describing, or relating to specified sexual activities or specified anatomical areas, as defined in G.S. 14-202.10.

- D. **Adult cabaret/club:** A nightclub, bar, restaurant, or other commercial establishment other regularly features, exhibits, or displays as one of its principal business purposes:
  - 1. Persons who appear nude or semi-nude; or
  - 2. Live performance which are characterized by the exposure of specified anatomical areas or by specified sexual activities; or
  - 3. Films, motion pictures, video cassettes, slides, or other photographic reproductions which depict or describe specified sexual activities or specified anatomical areas.
- E. **Adult live entertainment:** Any performance of or involving the actual presence of real people which exhibits specified sexual activities or specified anatomical areas.
- F. **Adult live entertainment businesses:** Any establishment or business wherein adult live entertainment is shown for observation by patrons.
- G. **Adult motel or hotel:** A motel, hotel, or similar commercial establishment that:
  - 1. Offers accommodations to the public for any form of consideration; provides patrons with closed-circuit television transmissions, films, motion pictures, video cassettes, slides, or other photographic reproductions that depict or describe the specified sexual activities or specified anatomical areas as one of its principal business purposes; or
  - 2. Offers a sleeping room for rent for a period of time that is less than 10 hours; or
  - 3. Allows a tenant or occupant of a sleeping room for rent for a period of time that is less than 10 hours.
- H. **Adult motion picture theater:** An enclosed building or premises used for presenting motion pictures, a preponderance of which are distinguished or characterized by an emphasis on matter depicting, describing, or relating to specified sexual activities or specified anatomical areas for observation by patrons therein. ("Adult motion picture theater" does not include any adult mini-motion picture theater as defined in this section).
- I. **Adult mini-motion picture theater:** An enclosed building with viewing booths designed to hold patrons which is used for presenting motion picture, a preponderance of which are distinguished or characterized by an emphasis on matter depicting, describing, or relating to specific sexual activities or specified anatomical areas for observation by patrons therein.
- J. **Adult theater:** A theater, concert hall, auditorium, or similar commercial establishment which regularly features, exhibits, or displays, as one of its principal business purposes, persons who appear in a state of nudity or semi-nude, or live performance that expose or depict specified anatomical areas or specified sexual activities.
- K. **Adult video store:** A commercial establishment which as one of its principal business purposes offers for sale or rent for any form of consideration any one or more of the following:
  - 1. Video cassettes, video reproductions, photographs, films, motion pictures, slides, or other visual representations that depict or describe specified sexual activities or specified anatomical areas; or
  - 2. Instruments, devices, or paraphernalia that are designed for use in connection with specified sexual activities.
- L. **Escort agencies:** A person or business that furnishes, offers to furnish, or advertises to furnish escorts as one of its principal business purposes, for a fee, tip, or consideration. As escort means a person whom, for tips or any other form of consideration agrees or offers to act as a date for another person, or who agrees or offers to privately model lingerie or to privately perform a striptease for another person.
- M. **Massage business:** Any establishment or business wherein massage is practiced, including establishments commonly known as health clubs, physical culture studios, massage studios, or massage parlors. In this context, "massage" means the manipulation of body muscle or tissue by rubbing, stroking, kneading, or tapping-by hand or mechanical device.
- N. **(NOTE:** Health massage and body work therapists shall not be deemed employees in a licensed massage business as defined here.)
- O. **Nude model studio:** Any place where a person who appears semi-nude, in a state of nudity, or who displays specified anatomical areas is provided to be observed, sketched, drawn, painted, sculptured, photographed, or similarly depicted by other persons who pay money or any other form of consideration. (Nude model studio shall not include a proprietary school licensed by the State of North Carolina or a college, junior college or university supported entirely or in part by public taxation; a private college or university which maintains and operates educational programs in which credits are transferable to a

college, junior college, or university supported entirely or partly by taxation; or in a structure that has no sign visible from the exterior of the structure and no other advertising that indicates a nude or semi-nude person is available for viewing; and where in order to participate in a class a student must enroll at least three days in advance of the class; and where no more than one nude or semi-nude model is on the premises at any one time.)

- P. **Sexual encounter center:** A business or commercial enterprise that, as one of its principal business purposes, offers for any form of consideration physical contact in the form of wrestling or tumbling between persons of the opposite sex, or activities between male and female persons and/or persons of the same sex when one or more of the persons is in a state of nudity or semi-nude. In addition, other definitions from G. S. 14-202.10 shall be applicable.

#### **4.7.1.3 Regulations**

- A. *Allowable zoning districts(s):* An adult establishment use shall be a permitted use in the HI Heavy Industrial District.
- B. *Spacing:*
1. There shall be a spacing of 500 feet between adult establishment uses.
  2. There shall be a spacing of 500 feet from an adult establishment use to any residential district.
  3. There shall be a spacing of 500 feet from an adult establishment use to any sensitive uses listed in Part 1, Purpose, and intent.
- (NOTE: All measurements shall be made by drawing straight lines from the nearest point of the lot line where the proposed adult establishment use is to be located to the nearest point on the use in (1), (2) or (3) above.)
- C. *Area, yard, and height requirements:* The area, yard and height requirements shall be the same as for other uses in the HI District.
- D. *Parking space requirements:* The parking space requirements shall be as indicated for retail uses in Chapter 9.
- E. *Screening requirements:* The screening requirements shall be the same as for other HI zoned properties which abut a residential district.
- F. *Landscaping requirements:* The landscaping requirements pertaining to street trees, parking lot landscaping, and landscaping of ground signs shall be the same as for other retail uses.
- G. *Signage:* Signs allowed shall be in compliance with HI sign regulations, except that any ground, wall, canopy, or projection sign shall contain only the name of the establishment and shall not contain any advertising nor identification of any project, service, etc.
- H. *Prohibition of certain materials visible from outside the building:* No printed material, slide, video, photograph, written text, live show, or other visual presentation format shall be visible from outside the establishment.
- I. *Prohibition of certain sounds discernible from outside the building:* No live or recorded voices, music, or sounds shall be heard from outside the establishment.
- J. *One adult establishment use per property or building:* There shall not be more than one adult business use (either the same use or another use) located on the same property, building, or structure.
- K. *No sleeping quarters:* Except for an adult motel or hotel, no adult establishment use may have sleeping quarters.
- L. *Other regulations:* Other applicable regulations contained in this Zoning Ordinance shall be in effect.

#### **Conclusion:**

Adult Establishments are currently allowed only in the HI zoning classification and are controlled further by an extensive list of Special Requirements. Since the Town cannot legally “zone something out of existence”, this is about as restrictive as you can be when looking at this issue from a “legally defensible” viewpoint. **No additional zoning text or map amendments are suggested at this time.**

Other Concerns:

The only property currently zoned HI is located on Balfour Quarry Rd and is owned by the Town. There have been several people interested in purchasing this property from the Town and if purchased, the zoning classification would likely be changed (buyers interested in building residences or operating recreational operation at quarry) leaving no property zoned HI. If either an *Electronic Gaming Operation* (if they become legal again) or *Adult Establishment* were to aggressively attempt to locate in our Town, they would likely claim they were being unreasonably prevented from doing so by our zoning ordinance. I realize that the prevailing desire of the Town's leadership and citizens is to prevent these types of establishments from locating anywhere in town, but at some point, it might be important to give thought to where you would want them to be located if you had to allow them somewhere. Using the HI zoning classification to push them to the fringes of town is fraught with legal contradiction (read the UDO's definition for HI) that might be used in a legal challenge to force the town to allow them in a location detrimental to the town's desired image.



MEMO

DATE: 01/07/2021

TO: Planning Board

FROM: Planner

RE: UDO Lot Dimensional Requirements

**Narrative:**

The infill development of a two-acre parcel into a five-home subdivision last year and the Planned Unit Development (PUD) regulated Village at Granite subdivision have raised questions concerning our UDO’s current lot dimension standards. This memo is meant to provide basic information concerning lot size minimums specified in the Town’s Uniform Development Ordinance (UDO), their relationship to other towns dimensional requirements, the impacts of smaller vs. larger lot sizes, and the impact of lot size on current development potential.

To generate data for this memo, I reviewed lot dimensions in six existing subdivisions in Granite Quarry plus the Village at Granite. I reviewed development ordinances from several other municipalities and will provide data from four for comparison purposes to Granite Quarry. I specifically examined lot size by acreage, lot width and lot frontage. I focused this examination on zoning classifications specifically meant for single-family homes.

**Current UDO Standards**

Granite Quarry’s UDO lists three zoning classifications meant specifically for single family homes plus the PUD classification with minimum dimensions as follows:

Zoning Classification	Lot Size FT/ACRES	Lot Width	Road Frontage
RR	20,000/.46	100	25
RL	10,000/.23	80	25
RM	7,500/.17	60	25
PUD	N/A	50	25

**Recent Subdivisions**

	Total Acres	# Lots	Min. lot size	Min. Lot Width	Typ. Home Size	Typ. Garage Size	Footprint	Zoning
Stoneglen	11	32	.205	70'	1800	440	2240	RM
Yad./Kerns	2	5	.33	80'	1670	457	2127	RL
Vil@ Gran	100	250	.17	60'	2143	389	1266*	PUD

\*Two story house

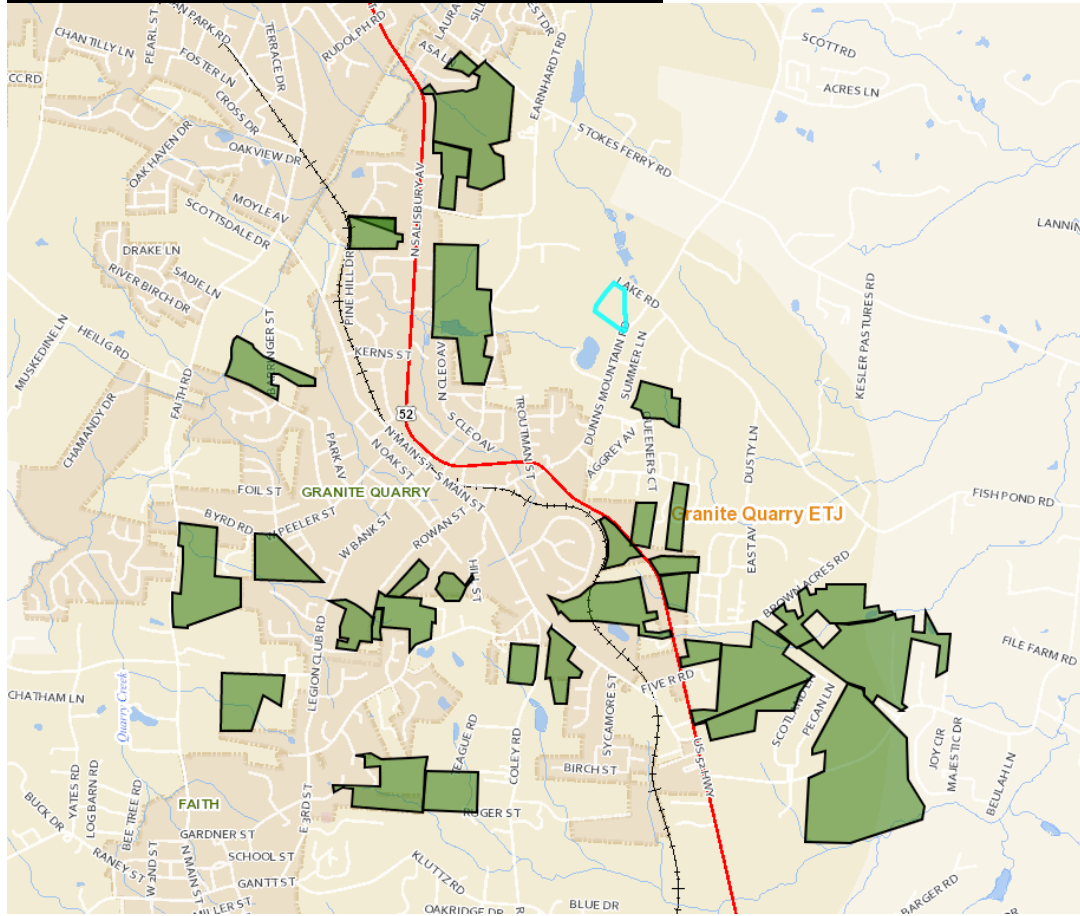
**Current Standards vs Existing Development**

A non-scientific review of existing subdivisions in Granite Quarry shows the following averages:

Street/Subdivision	Ave. Lot Size- Acres	Ave. Lot Width	Average Frontage
Loganberry Lane	.534	113.85	103.5
Timber Run Dr	.409	91.86	90.86
Kern west of Yadkin	.467	123.9	124.9
Kerns & Yadkin Sub.	.40	80	81
Stonewyck Dr	.44	94.4	96.2
Walnut St	.276	77.43	77.43
Village at Granite	.172	59.27	60.55

Most undeveloped land in Granite Quarry and its ETJ is zoned RL. RM zoning is often used for lots intended for duplexes, but this classification has been used occasionally for subdivisions on relatively small, oddly shaped lots (i.e., Stoneglen). There is only one property currently zoned RR, the Old Stone House property, and the only property zoned PUD is the Village at Granite site on Faith Road.

## Large Acreage Tracts Suitable for Development



All these properties are zoned RL.

## Comparison with Other Municipalities

Spencer			Kannapolis		
	Acres	Width		Acre	Width
R-20	.46	100	AG	1	200
R-15	.34	85	RE	1	150
R-8	.18	75	RL	.46	100
R-6	.14	75	RM-1	.34	75
R-6 EXP	.14	50	RM-2	.23	75
			RV	.17	60
China Grove			Troutman		
	Acres	Width		Acres	Width
R-P	2	100	RP	3	***
R-S	2	100	RS	.5	***
R-T	0.2	70	RT	.25	***
			RM	N/A	***

\*\*\*Width controlled by side setbacks: RP=30', RS=15', RT=10', RM= 10', i.e., for 50' wide house in RP zoning, lot width = 50'+30'+30' = 110'. For 40' house in RT zoning, lot width = 40'+ 10'+10' = 60'.



Reviewing many municipal zoning texts and dimension tables, I found that almost all had a variety of residential classifications, almost all differentiated on lot size and width. Size varied from 3 to .14 acres and width varied from 200' to 50'.

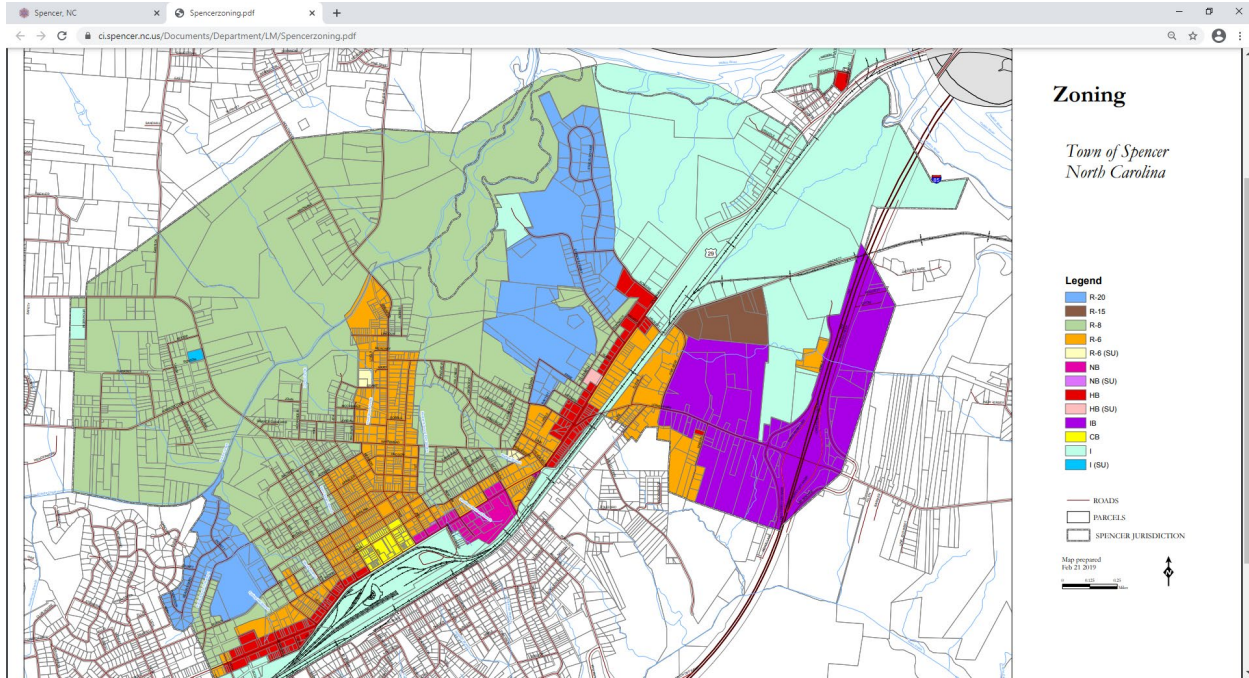
### **Application of Zoning Classifications**

Starting with a blank page, most communities would make smart decisions about where certain types of development would be located. Unfortunately, most communities' development followed a path of least resistance and first come, first serve. Zoning was adopted after the fact and the initial zoning maps reflected not so much where things *should* go, but where they *were* already. In most communities, undeveloped parcels were zoned to match adjacent parcels and outlying parcels were zoned to some rural designation, Agricultural or Rural Residential.

In the years following initial zoning efforts, rezoning decisions were made based on how the proposed use might impact surrounding properties. Rezoning requests for residential subdivisions were usually made to allow higher density via smaller and narrower lots. Again, decisions were made based on the impact the higher density would have on neighboring property and the cows didn't usually complain.

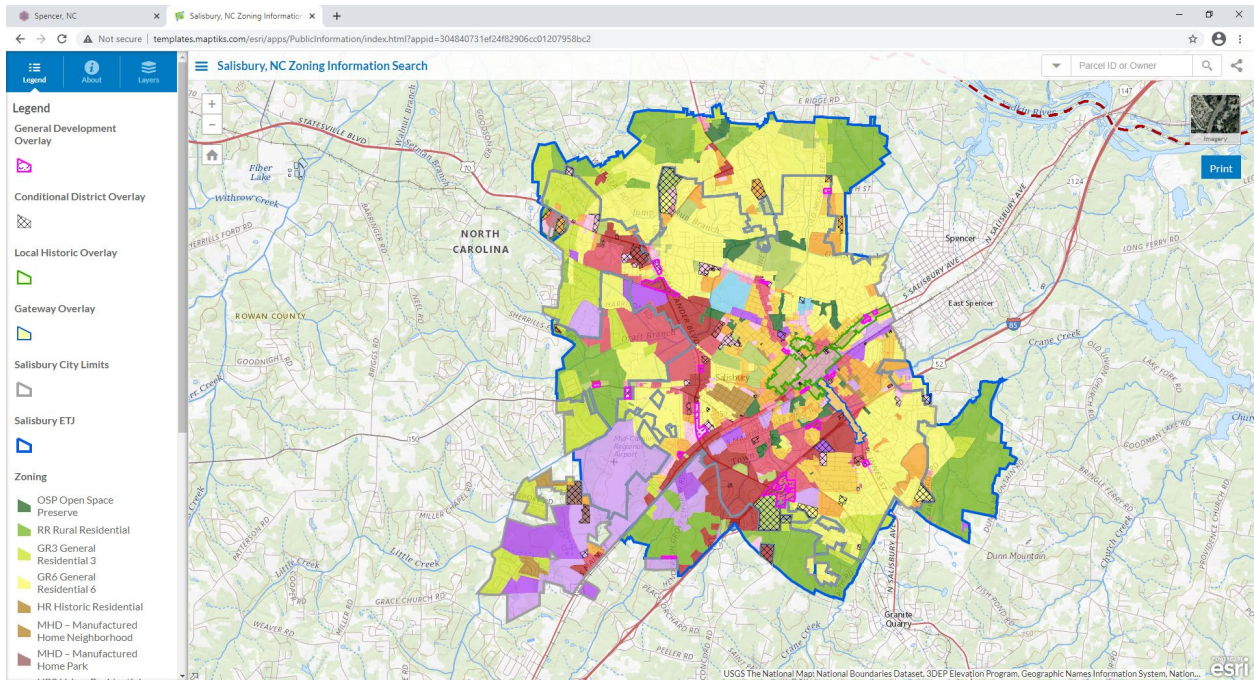
Strip development occurred along major and minor roads with commercial buildings lining major roads and single-family homes being built along existing minor roads. Residential subdivisions were built in the fields behind the strip development.

A quick study of the following zoning maps will show this development pattern, to some degree, for all small towns. The difference being that at some point, some towns gave thought to what type of development they wanted in specific areas and rezoned those areas to reflect that vision. Some, however, did not take that next step.



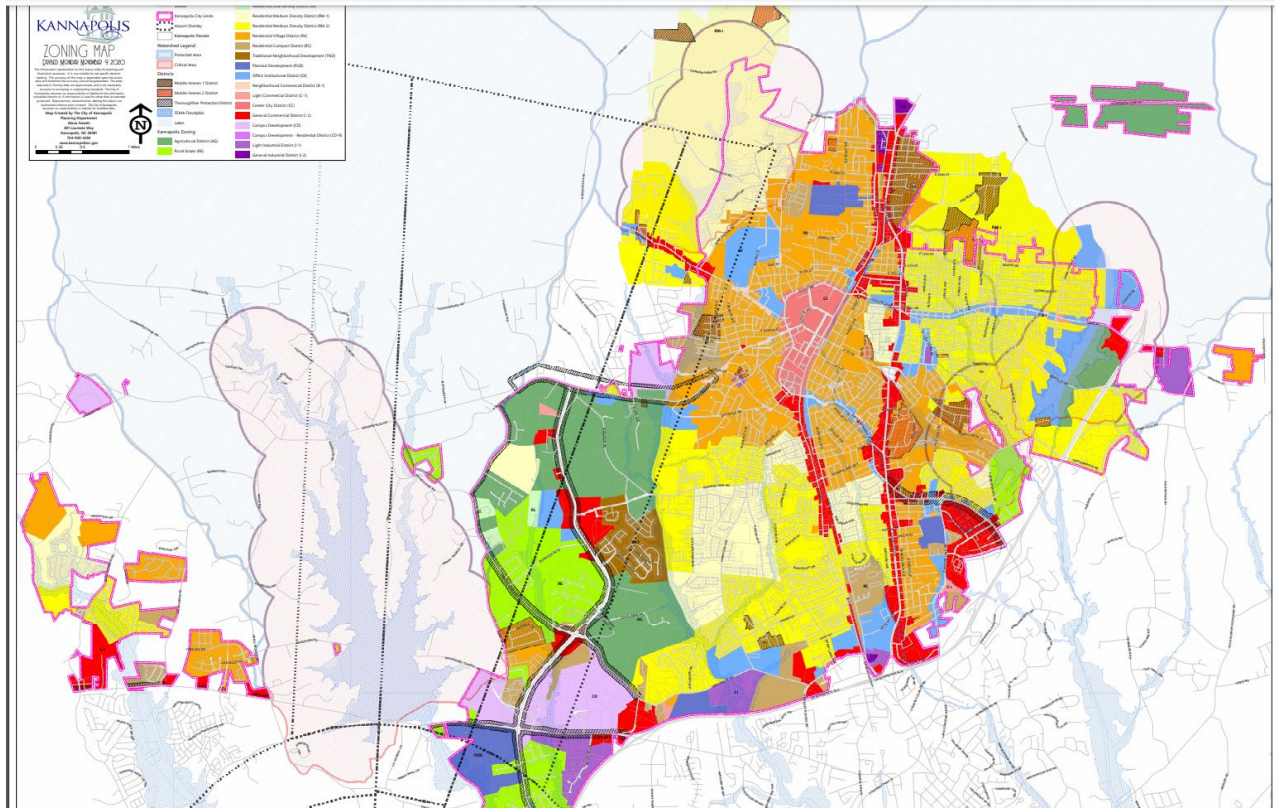
**Spencer Zoning Map**

Notice the mix of green, orange and light blue indicating different density residential zoning.



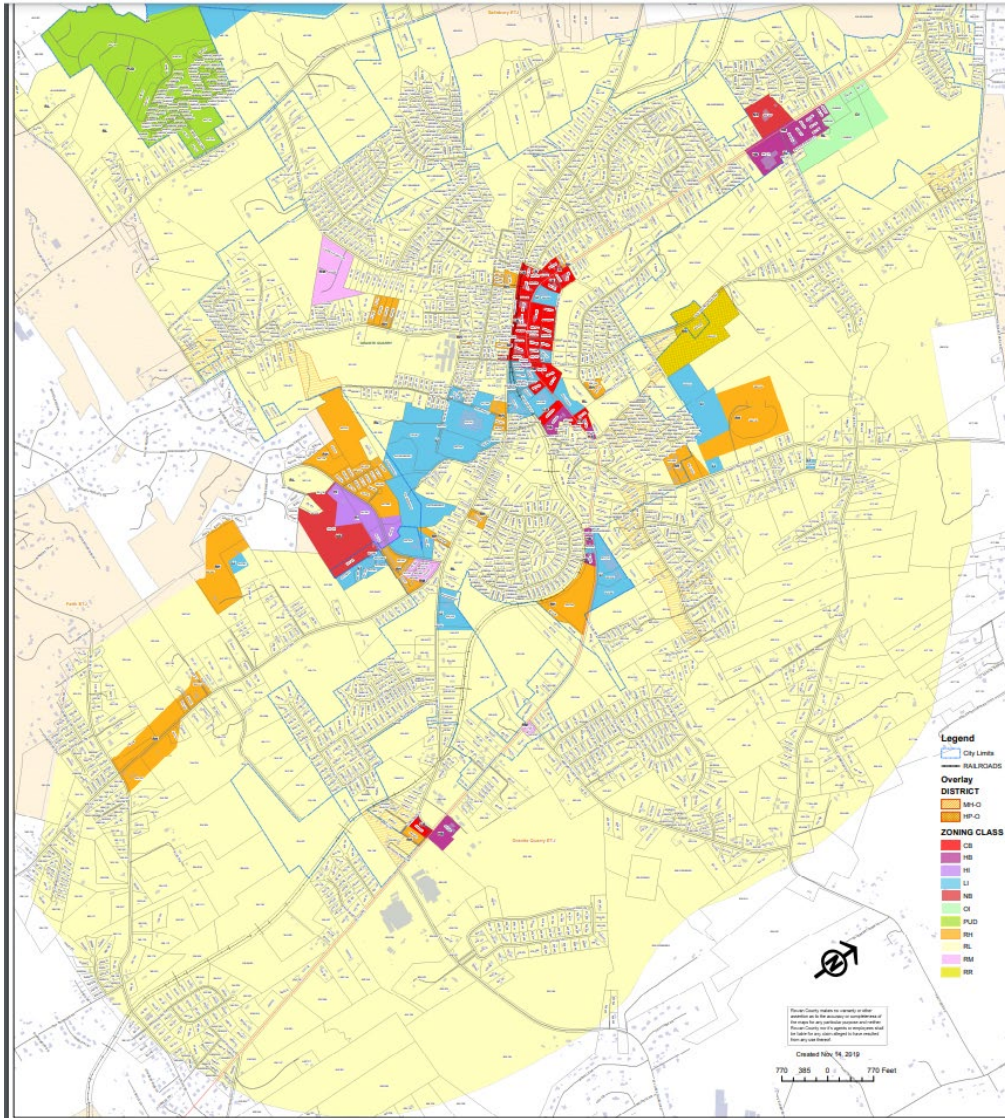
**Salisbury Zoning Map**

Notice the variety of different shades of green and yellow showing six different densities of residential development.



Kannapolis Zoning Map

Notice the variety of different shades of green and yellow showing seven different densities of residential development.



**Granite Quarry Zoning Map**

Notice almost all undeveloped property is zoned RL for “Low Density Residential” which sets limits at .23 acre and 80’ wide lots. A lower density classification RR (.46 acre, 100’ width) is not applied to any undeveloped parcels.

**Economic Impact of Larger Lots**

Market demand will have more impact on the size of lots and size and quality of homes built in our community than will zoning classifications. The Stoneglen development is currently on hold due to the developer’s concerns that he will not be able to sell lots at the price required due to land and development costs and this property was rezoned to RM to allow a few more lots. Obviously, if rezoned to RR, reducing the number of lots by half of what could be built even as RL, would have doomed this project from the beginning.

While Stoneglen is stalled, Village at Granite is selling every home they can build and another developer is looking at an 87-acre parcel for a 170-unit subdivision. The property is zoned RL and he is planning on 80’ wide lots.

**Findings:**

1. Granite Quarry's zoning classifications for residential uses are similar to other community's and our dimensional requirements are not much different.
2. While zoned RL, much of the developed property in Granite Quarry is built out on larger and wider lots than are required. This was probably due to relative cheapness of land and market demand for larger lots at the time of development.
3. Current market demand, as shown by the success of Village at Granite and other similar subdivisions (see chart on recent subdivision), is apparently for medium size and quality houses built on small lots, meant to keep the total cost as low as reasonable.
4. A 10,000 sq. ft., 80' wide RL zoned property will allow a 70' x 60' building footprint or 4200 sq. ft. house/garage. This is much larger than the average size home being built today.
5. Review of zoning maps shows that Granite Quarry's undeveloped property is almost entirely zoned RL which will allow relatively small lots limited more by width (80') than size or setback limitations.
6. Rezoning some or all of these properties to RR would force larger lots (.46 acres, 100' wide) but would likely have limited impact on the size of the homes built. Market demand and economics will determine the price point, size, and quality of homes and the resulting lots size they are built on.

**Conclusions:**

1. Changing lot sizes in Granite Quarry does not require revisions to the Dimensional Table in the UDO, it only requires a rezoning from RL to RR.
2. Land cost has a sizable impact on the end cost of a single-family home. Rezoning from RL to RR would effectively double that cost.
3. Market forces will determine what size and quality homes are built in a community. As shown in this memo, much larger houses could be built on the current RL lot minimums but where there is little demand, developers will provide little supply.
4. When there is a demand for larger lots and larger, better homes, developers will design and build subdivisions to meet that demand.
5. Requiring larger lots may seem an inducement to build larger homes but it more likely will result in just fewer homes being built.

**Some Thoughts:**

1. Density is good and sprawl is bad. From lowering the cost of infrastructure, to promoting commercial development, to creating healthier, walkable communities- density and connectivity are good things.
2. Successful communities have a wide variety of housing options including apartments, townhomes, high density-small lot developments, large- estate lot developments, and even very large- hobby farm properties. What determines the mix is demand. What creates demand is quality of life and the amenities- natural and man-made- in and around the community.
3. Downzoning from RL to RR will likely be resisted by private property owners.

**Agenda Item Summary**

Regular Monthly Meeting

February 1, 2021

Agenda Item 7

**Amendments to  
Rules of Procedure**

Summary:

Planner Blount presented recommended amendments to the Planning Board's Rules of Procedure at the January meeting. The Planning Board is being asked to vote whether to make the recommended amendments.

Attachment:

Planning Board Rules of Procedure

Action Requested:

***Motion to approve the amendments to the Planning Board Rules of Procedure as presented.***

Motion Made By:

\_\_\_\_\_

Second By:

\_\_\_\_\_

For:

- Jerry Holshouser
- Ronald Jacobs
- Richard Luhrs
- Jared Mathis
- David Morris
- Michelle Reid
- Joe Hudson
- Jim King (A)
- Dolores Shannon (A)
- 
- 

Against:

- Jerry Holshouser
- Ronald Jacobs
- Richard Luhrs
- Jared Mathis
- David Morris
- Michelle Reid
- Joe Hudson
- Jim King (A)
- Dolores Shannon (A)
- 
-

**RULES OF PROCEDURE  
GRANITE QUARRY PLANNING BOARD**

**ARTICLE I – OFFICERS AND DUTIES**

**SECTION 1.** The Officers of the Granite Quarry Planning Board shall be a Chairman and a Vice Chairman.

- a.** The Chairman shall preside at all meetings, shall appoint all standing and temporary committees, and shall vote only to break a tie vote.
- b.** The Vice-Chairman shall preside at meetings in the absence of the Chairman.
- c.** A temporary Chairman shall be elected by a majority of those present and voting in the absence of the Chairman and Vice-Chairman.

**SECTION 2.** A Secretary shall be appointed by the Granite Quarry Town Board of Aldermen.

- a.** The Secretary shall keep a record of all business transacted at any meeting of the Planning Board. The minutes of the Planning Board shall be public record and shall be kept on file and available for inspection during regular business hours.

**ARTICLE II – ELECTION OF OFFICERS**

**SECTION 1.** Election of officers shall occur at the first regular Planning Board meeting following July 1 of each year. Officers as shall be elected at the meeting shall take office immediately following their election.

**SECTION 2.** Nominations shall be made from the floor and elections of officers shall follow immediately. The nomination and election of a Chairman shall precede the nomination and election of a Vice-Chairman.

**SECTION 3.** A candidate receiving a majority vote of the membership in attendance at the Planning Board meeting shall be declared elected.

**SECTION 4.** Vacancies in office shall be filled immediately by regular election procedure.

## ARTICLE III – MEETINGS

**SECTION 1.** A regular monthly meeting shall be held as needed the ~~second~~ **first** (Rev. 2021) Monday night of each month at ~~5:30~~ **6:00** p.m. (rev. 2021). In the event of a conflict with a holiday or other events, a meeting may be canceled, suspended, or rescheduled **for a legitimate reason** by the Chairman, subject to **consensus of the Board** (rev. 2021).

- a.** If a member of the Board has 3 unexcused absences of a meeting within a 6-month period, that person shall be removed from the Board. Unexcused is defined as anyone failing to call the Town office to let the staff know they will be unable to attend. (Rev. Aug '04)

**SECTION 2.** ~~A quorum shall consist of five (5) members of the Board. There must be at least 4 members voting for Board to transact business. All voting shall be recorded by show of hands. (Rev. 2010)~~ A quorum shall consist of a majority of filled seats not including those excused from voting for legitimate reasons. (rev. 2019)

**SECTION 3.** Special meetings may be called by the Chairman. It shall be the duty of the Chairman to call a special meeting when requested to do so by the majority of members of the Board or when, in his judgment, such meetings are necessary.

**SECTION 4.** All meetings shall be open to the public.

**SECTION 5.** The Board shall adjourn by ~~7:00~~ **7:30** p.m. (rev. 2021) unless extended by the majority vote of the Board for a specified period of time.

## ARTICLE IV. – COURTESY HEARINGS

**SECTION 1.** Courtesy Hearings may be called by the Planning Board on any matters of interest to the Planning Board.

**SECTION 2.** A quorum shall be required for conducting a Courtesy Hearing.

**SECTION 3.** Unless otherwise indicated, Courtesy Hearings will begin at ~~5:30~~ **6:00** (rev.2021) pm and shall immediately precede the regular Board meeting. No Courtesy Hearing will begin before 5:00 pm.

**SECTION 4.** ~~Notification on zoning map amendments shall be mailed to all property owners within 100 feet of the site in question. Notices shall be mailed no less than seven (7) days prior to the date of the Courtesy Hearing. Notices of property owners shall be as on record at the Rowan County Tax Office, or more current available information.~~ Notifications of required public hearings will be as per NC General Statute requirements. Notification for Courtesy Hearings will be as directed by the Planning Board or in absence of direction, per NC General Statutes requirements for Required public hearings. (rev. 2019)



**SECTION 5.** ~~Notification on zoning map amendments shall also be made by placing at least one zoning notification sign on or at the front of the property in question at least seven (7) days prior to the date of the Courtesy Hearing.~~ Sign and newspaper ad notifications of required public hearings will be as per NC General Statute requirements. Sign and newspaper ad notification for Courtesy Hearings will be as directed by the Planning Board or in absence of direction, per NC General Statutes requirements for Required public hearings. (rev. 2019)

**(Courtesy Hearing notification is not required from the Granite Quarry ordinances in the local newspaper.)**

## **ARTICLE V – CONFLICT OF INTEREST/BOARD CONDUCT**

**SECTION 1.** On any case or matter in which a Board member has a financial interest, said member shall declare such interest and subsequently abstain from any further proceeding concerning that particular case or matter. Otherwise, all Board members present shall vote on all matters upon which votes are cast. There shall be no abstentions from voting.

**SECTION 2.** Members of the Board will not express individual opinions on the proper judgment of any case with the part/parties involved prior to a Planning Board determination on that case.

## **ARTICLE VI – AMENDMENTS**

These Rules of Procedure may be amended by a majority vote of the Board provided that the proposed change shall have been submitted in writing at the previous regular meeting of the Board.

Jan. 1996, Aug. 2004, Nov. 2010, October 2019, January 2021



MEMO

Date: 01/22/2021

By: Steve Blount, Town Planner

RE: Stoneglen Subdivision- Time Extension

Narrative;

Due to project complexity and valid concerns over future economic conditions, the Stoneglen residential subdivision project's developer has been unable to complete and file the final plat for this project in its allotted time period. The developer is petitioning the Planning Board for an extension of this time period.

Section 11.7.5.1.B of the Unified Development ordinance states, “..., *the developer may submit a request to the Planning Board for a time extension for up to one (1) year for Final Plat submittal. Said request must be submitted to the Administrator prior to the original plat expiration date. No more than one (1) such extension may be granted per subdivision.*”

Action Requested:

Vote to grant a one-year time extension to file the final plat for the Stoneglen Subdivision based on the plans and specifications currently under review, a period ending on February 1, 2022.

**BYRD ROAD PARTNERS, LLC**  
**Post Office Box 280**  
**China Grove, North Carolina 28023**  
**Telephone: 704-855-7483**  
**Fax: 704-855-9676**

**January 19, 2021**

Mr. Steve Blount  
Town of Granite Quarry Planner  
143 South Salisbury Avenue  
Granite Quarry, NC 28146

Re: Stoneglen Subdivision  
West Peeler Street  
Parcel ID: 404-012

Dear Mr. Blount:

Byrd Road Partners, LLC requested a preliminary plat approval for our subdivision and it was granted by the board on October 8, 2018. We are in the final stages of multiple construction plan revisions and clarifications as requested by the Town's engineer. We also have a home builder who has recently expressed some interest in our project.

Due to the effects of the COVID-19 pandemic and the resulting economic uncertainty, completion of our development has been delayed. We respectfully request an approval extension of at least one year to afford us sufficient time to complete the plans, get them approved for construction, and get under way.

Please contact me with any questions or comments you may have, and thank you for your consideration and assistance.

Respectfully submitted,

Darrell Shell  
Carolina Siteworks, Inc.

**Agenda Item Summary**  
 Regular Monthly Meeting  
 February 1, 2021  
 Agenda Item 9

Summary

Two vacancies have opened on the Planning Board. One for a town resident seat with a term expiration of 7/31/2023 and an ETJ seat with a term expiration of 7/31/2021. Two town resident applications were previously submitted for consideration in the event that a position became available. ***One applicant became at the end of January 2021 ineligible after a move out of the town and ETJ limits.***

The new Committee Membership Recruiting and Appointment Policy outlines the process including the following responsibility of the existing Board or Committee:

**3. Committee Review.**

**A. New Applicants.** *The committee should conduct any new applicant review at the end of its business for that meeting. The committee can then review the application and engage the applicant for any clarification of the application, his/her qualifications or interest in the committee, any feedback about the meeting, and so forth to establish whether the committee feels the applicant would serve well and impartially on the committee.*

**4. Recommendation.** *The committee will discuss and send any recommendations about appointments to the Board of Aldermen for its next regularly scheduled meeting. It can also continue the discussion if further information or time to make a decision is needed. If continued, a recommendation shall be made by no later than at the committee's next regularly scheduled meeting.*

Attachments

- A. Committee Membership Recruiting and Appointment Policy**
- B. Clerk's Summary**

Action Requested

***Planning Board recommendation.***

**Appointment Recommendation**

Motion Made By:

\_\_\_\_\_

Second By:

\_\_\_\_\_

For:

- Jerry Holshouser
- Ronald Jacobs
- Richard Luhrs
- Jared Mathis
- David Morris
- Michelle Reid
- Joe Hudson
- Jim King (A)
- Dolores Shannon (A)
- 
- 

Against:

- Jerry Holshouser
- Ronald Jacobs
- Richard Luhrs
- Jared Mathis
- David Morris
- Michelle Reid
- Joe Hudson
- Jim King (A)
- Dolores Shannon (A)
- 
-



2020-12

## COMMITTEE MEMBERSHIP RECRUITING AND APPOINTMENT POLICY

### **Purpose**

The purpose of this policy is to outline the process for recruiting and appointing membership to the Town of Granite Quarry's appointed Boards, Committees, and Commissions, hereinafter referred to simply as "Committees".

### **Recruitment and Application Process**

Current committee members, Board of Aldermen, and Town staff are all encouraged to actively recruit applicants they believe meet the qualifications for a committee and would be a good fit for the diversity and dynamics of that team.

Citizens may serve only two consecutive terms on Boards, Committees, or Commissions unless this limitation is waived by the Board of Aldermen.

1. Initial Review. Upon receipt of an application, the Town Clerk or her designee will conduct an initial administrative review of the application, comparing with:
  - Any ordinance requirements for qualifications;
  - The current composition of the applicable committee's membership for diversity of backgrounds and residence locations with a goal of fair representation of the town's jurisdiction.
2. Scheduling. The Clerk will include the application along with a summary of that analysis to the applicable committee(s) for consideration at its next regularly scheduled meeting. The Clerk will notify the applicant of the meeting date and time, and that he/she needs to be present for the meeting.
3. Committee Review.
  - A. New Applicants. The committee should conduct any new applicant review at the end of its business for that meeting. The committee can then review the application and engage the applicant for any clarification of the application, his/her qualifications or interest in the committee, any feedback about the meeting, and so forth to establish whether the committee feels the applicant would serve well and impartially on the committee.

- B. Reappointments. No later than its regularly scheduled May meeting each year, each committee shall review the status of any members whose terms expire July 31 of that year. For any such members wishing to be reappointed, the committee shall confirm eligibility of those members and make a recommendation for or against reappointment to the Board of Aldermen.
4. Recommendation. The committee will discuss and send any recommendations about appointments to the Board of Aldermen for its next regularly scheduled meeting. It can also continue the discussion if further information or time to make a decision is needed. If continued, a recommendation shall be made by no later than at the committee's next regularly scheduled meeting.
  5. Final Review. The Clerk will include the application, summary, and committee's recommendation to the Board of Aldermen for consideration at its next available regularly scheduled meeting. Appointments to all committees will be made by a majority vote of the Board of Aldermen.

Appointments or reappointments to terms expiring each year shall be made at the regularly scheduled July Board of Aldermen meeting to become effective July 31. Appointments to fill the remainder of any unexpired term vacancies shall be considered as openings occur throughout the year.

Applications not selected will be kept on file according to the Records Retention and Disposition Schedule and may be considered when vacancies arise during the year.

### **Orientation**

After being appointed to a committee, the new member shall meet with the staff liaison and/or committee chair for introduction and orientation to the committee.

### **Requirements**

The Board of Aldermen may remove a member from a committee for any reason, including but not limited to failure to comply with the provisions of the ordinance, this policy, or established rules of procedure for that committee.

### **ETJ Committee Members**

Residents of the Town's Extraterritorial Jurisdiction (ETJ) complete the same application process as outlined above. If approved by the Board of Aldermen, the recommendation for appointment of ETJ members is sent to the County Commission for final review and approval.

## SUMMARY

TO: Planning Board  
FROM: Town Clerk Aubrey Smith  
RE: **Summary of Application Review**  
DATE: 2/1/2021

---



The current Committee Membership Recruiting and Appointment Policy, adopted by the Board of Aldermen 9/8/2020, directs the Clerk to conduct an administrative review of an application, comparing with:

- Any ordinance requirements for qualifications;
- The current compositions of the applicable committee's membership for diversity of backgrounds and residence locations with a goal of fair representation of the town's jurisdiction.

### Ordinance

#### ***Granite Quarry Code of Ordinances Ch. 2 Article VIII. Sec. 2-137. Membership.***

*The Planning Board of the town shall be composed of eleven (11) members: (9) regular members and two (2) alternates. Five (5) regular members and one (1) alternate shall be residents of the town and shall be appointed by the Board of Aldermen of the town. Four (4) regular members and one (1) alternate shall be residents of the extraterritorial jurisdictional area (outside the corporate limits of the town) and shall be appointed by the County Board of Commissioners. The terms of all members appointed by each governing body shall be for three (3) years, except that in the case of a vacancy occurring during a term, the remainder of the term shall be filled by the governing body having the authority to make such an appointment for the unexpired portion of the term.*

There are no qualifications other than residency stated in the ordinance for Planning Board members.

The current Planning Board membership consists of the following:

- |                       |                    |                  |
|-----------------------|--------------------|------------------|
| • 4 filled Town seats | 1 vacant Town seat | 1 Town Alternate |
| • 3 filled ETJ seats  | 1 vacant ETJ seat  | 1 ETJ Alternate  |

### Diversity of Backgrounds

The current Planning Board members have a wide variety of background experience and/or occupations including:

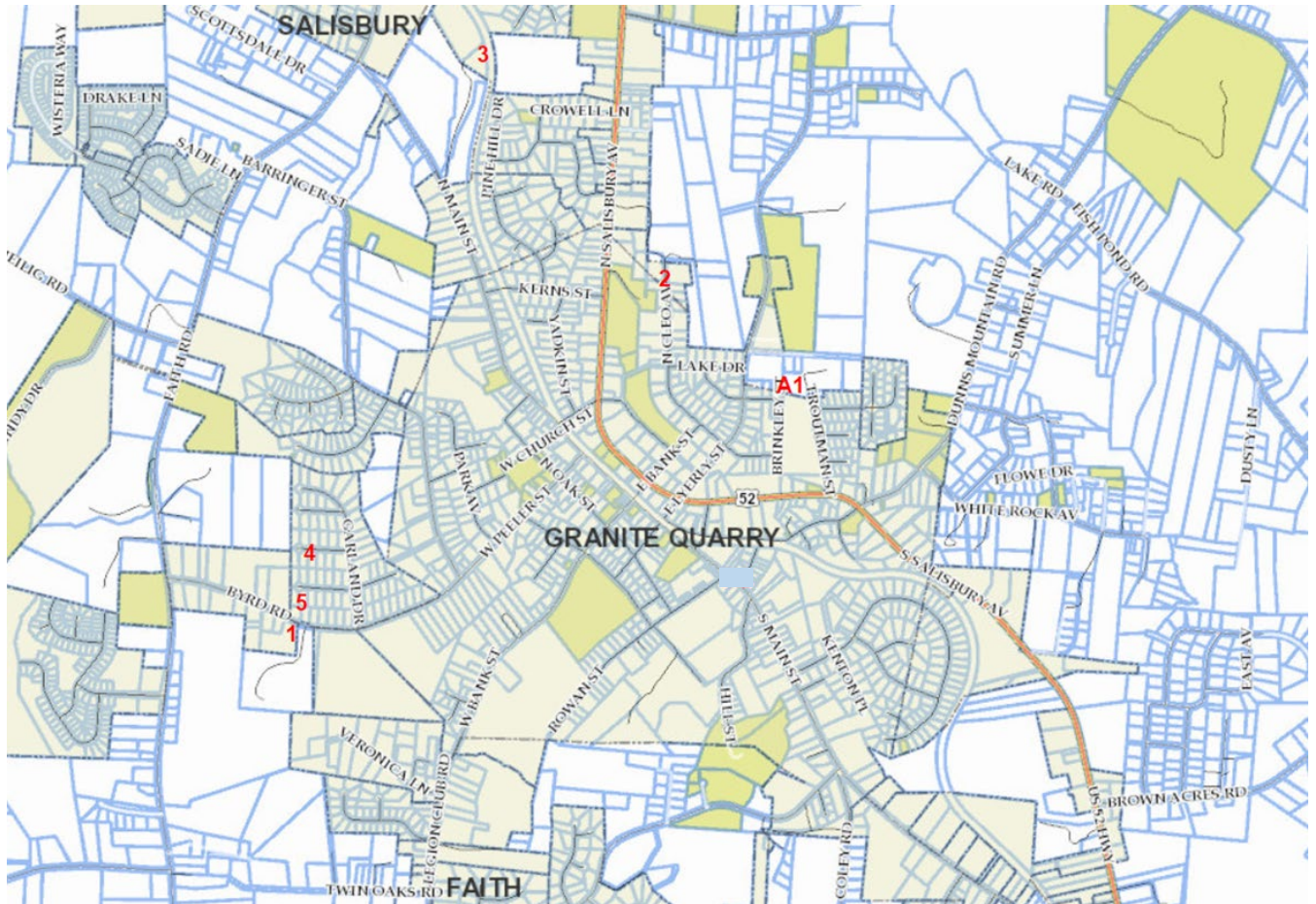
- Materials auditor, production supervisor
  - Fire Department Chief of Operations, Fire Chief, US Army National Guard
  - Transportation / Distribution consultant, warehouse planning and site locating for major trucking companies
  - Sales / customer service, customer service management
  - Minister, Patrolman, Sergeant, Captain
  - Vice-President of marketing company
  - Dental hygienist, teacher assistant
  - Project manager NCDOT, transportation staff engineer, surveyor intern, HVAC assistant
  - Registered nurse
- Mr. Brinkley is experienced in construction, served on Town boards for 18 years, and helped rewrite the Code of Ordinances for the Town.

Diversity of Residence Locations

Mr. Brinkley is a resident of the Town and lives on S. Jack Street.

The residences of the five Planning Board members currently representing the Town are located on the following streets:

- Byrd Road (2)
- N. Main Street
- Foil Street
- N. Cleo







P.O. Box 351  
 Granite Quarry, NC 28072-0351  
 704-279-5596  
[www.granitequarrync.gov](http://www.granitequarrync.gov)

## BOARDS AND COMMITTEES APPLICATION

NAME Mike Brinkley  
 ADDRESS 115 S. JACK ST ZIP 28072  
 PHONE 704-279-7394 PHONE (business or cell) 704-202-6098  
 EMAIL mike4416@windstream.net  
 OCCUPATION Const.

ARE YOU CURRENTLY SERVING ON A BOARD OR COMMITTEE  Yes  No

IF SO, PLEASE PROVIDE THE NAME OF THE BOARD OR COMMITTEE  
Revitalization

ARE YOU APPLYING FOR REAPPOINTMENT TO YOUR CURRENT BOARD OR COMMITTEE?  
 Yes  No

- I AM INTERESTED IN SERVING ON THE FOLLOWING BOARDS OR COMMITTEES IN ORDER OF PREFERENCE (please check up to three applicable boxes)
- |   |   |
|---|---|
| <input type="checkbox"/> Community Appearance Committee | <input checked="" type="checkbox"/> Planning Board  |
| <input type="checkbox"/> Environmental Committee        | <input type="checkbox"/> Revitalization Team        |
| <input type="checkbox"/> PERC Committee                 | <input type="checkbox"/> Zoning Board of Adjustment |

**WORK EXPERIENCE** (List your four most recent employment experiences, listing present or most recent first)

Dates	Company Name/Location	Position	Job Description
1973-	W.F. BRINKLEY CONST.	OWNER	

**EDUCATION** (List your three most recent educational experiences, listing present or most recent first)

Educational Institution/School	Degree Received	Area(s) of Study
<i>East Rowan</i>		
<i>Gaston College</i>		<i>Civil Engineering</i>

**BOARDS/ COMMITTEES ON WHICH YOU HAVE SERVED** (LIST MUNICIPALITIES AND DATES)

*G.O. Board of Aldermen 14 Yrs.*

**EVER CONVICTED OF A FELONY**  Yes  No If yes, state details: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I affirm that I understand this application may be considered a public record and as such, portions may be subject to release under North Carolina General Statute Chapter 132, Public Records. I certify that the facts contained in this application are true and correct to the best of my knowledge. I agree that by my submission of this application form, I shall be deemed to have affixed my signature hereto.

Signature *Mike Rowley* Date *12-2-19*

**FOR OFFICE USE ONLY**

Application Received: *12/2/19 ACS* Interview Date & Time: \_\_\_\_\_  
Confirmation Date: \_\_\_\_\_ Term Ending: \_\_\_\_\_