



**Town of
GRANITE QUARRY**
TOWN OF GRANITE QUARRY
PLANNING BOARD
BOARD OF ADJUSTMENT
REGULAR MEETING AGENDA
January 6, 2025
6:00 p.m.

Planning Board

Call to Order

Determination of Quorum

Pledge of Allegiance

1. Approval of Agenda

2. Approval of Minutes

December 2, 2024

3. Elections

Annual Election of Officers

A. Election of Chair

B. Election of Vice-Chair

Old Business

4. Draft Ordinance Review

ZMA 2025-02-10-3 Troutman TNDO Amendment

New Business

5. Presentation and Discussion

NC Session Law 2024-57

6. Annual Review

Rules of Procedure

Recess to Hold Board of Adjustment Meeting

Board of Adjustment

Call to Order 6:15 p.m.

Determination of Quorum

1. Approval of Agenda

2. Approval of Minutes

December 2, 2024

3. Elections

Annual Election of Officers

A. Election of Chair

B. Election of Vice-Chair

New Business
Old Business

None
None

Adjourn

Planning Board

Reconvene Planning Board Meeting

New Business *continued*

Adjourn



**TOWN OF GRANITE QUARRY
PLANNING BOARD MEETING
REGULAR MEETING MINUTES
Monday, December 2, 2024**

Present: Chair Joe Hudson, Greg Summitt, Jerry Holshouser, Fred Krusemark

Not Present: Vice-Chair Jared Mathis, Ronald Jacobs, Dolores Shannon (A)

Staff: Planning, Zoning, and Subdivision Administrator Richard Flowe; Town Clerk Aubrey Smith

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

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

Pledge of Allegiance: The Pledge of Allegiance was led by Chairman Hudson.

1. Approval of Agenda

ACTION: Mr. Summitt made a motion to approve the agenda. Mr. Krusemark seconded the motion. The motion passed with all in favor.

2. Approval of Minutes

October 28, 2024

ACTION: Mr. Krusemark made a motion to approve (*the October 28, 2024 meeting minutes*). Mr. Summitt seconded the motion. The motion passed with all in favor.

New Business

None

Old Business

3. Draft Ordinance Review

ZTA 2025-01-13 Table 8.1 Update

Mr. Flowe introduced the Zoning Text Amendment to amend the Granite Quarry Development Ordinance. The proposed amendments included:

- Article 8, Table 8.1, Section 1 would be amended by adding certain uses within certain districts as discussed and recommended by the Planning Board at previous meetings;
- Article 7, Section 15-2 would be amended by adding language regarding Common Open Spaces to Development Agreements; and
- Article 21, Section 21.2-8 would have language concerning Common Open Spaces added and amended.

The Board reviewed the proposed amendments and asked questions regarding specific changes.

ACTION: Mr. Summitt made a motion to recommend approval of ZTA 2025-01-13 to the Mayor and Town Council. Mr. Krusemark seconded the motion. The motion passed 4-0.

Adjournment

ACTION: Mr. Krusemark made a motion to adjourn. Mr. Summitt seconded the motion. The motion passed with all in favor. Chairman Hudson closed the meeting at 6:09 p.m.

Respectfully Submitted,

Aubrey Smith

Town Clerk

**AN ORDINANCE AMENDING THE GRANITE QUARRY DEVELOPMENT
ORDINANCE
OF THE TOWN OF GRANITE QUARRY, NORTH CAROLINA**

Ordinance #ZMA-2025-02-10-3

BE IT ORDAINED by the Mayor and Council of the Town of Granite Quarry, North Carolina that the Official Zoning Map of the Granite Quarry Development Ordinance be amended in accordance with Article 5 of G.S. 160D as follows:

Part 1. Consistency with Adopted Comprehensive Plan.

The Council finds that the zoning map amendment to the property of S&M Finance Group LLC, 3117 Deertrack Lane, Monroe, NC 28110-8609, being the owner of the certain land areas hereinafter described as Rowan County Tax Parcels 648 1010000001 and 648 1010000002 and illustrated in Attachment “A” attached hereto, establishing a zoning designation in accordance with G.S. 160D-604(a) of “Traditional Neighborhood Development Overlay” (TNDO-CZ) with the conditions attached hereto in Attachment “B” is consistent with the Town’s 2040 Comprehensive Land Use & Master Plan’s (the Plan) Future Land Use Map (FLUM), as required by G.S. 160D-605(a).

Part 2. Statement of Reasonableness.

This amendment is reasonable because the subject property allows for the growth and expansion of neighborhoods supporting the local economic base of the Town while improving access to quality open spaces and environmental amenities to improve the quality of life for Granite Quarry residents.

Part 3. Designation of Zoning Designation.

That Rowan County Tax Parcels 648 1010000001 and 648 1010000002, as shown in Attachment “A” attached hereto shall be designated “Traditional Neighborhood Development Overlay District Conditional Zoning” (TNDO-CZ) on the Official Zoning Map and the conditions establishing both rights and limitations as shown in Attachment “B” attached hereto shall hereafter be applicable to the subject land areas.

Part 4. Effective Date.

This Ordinance shall be effective immediately upon its adoption.

Adopted this 10th day of February 2025.

s/ _____
Brittany H. Barnhardt, Mayor

s/ _____
Aubrey Smith, Town Clerk

Attachment "A"



Attachment "B"

Conditions applicable to the property designated by this Ordinance:

1. Only the uses listed in Table 8.1 of the Granite Quarry Development Ordinance (GQDO) for the Single-Family Residential (SFR) Districts are eligible in the "Traditional Neighborhood Development Overlay District Conditional Zoning" (TNDO-CZ) created herein.
2. The general schematic development plan appearing below establishes general layout of lots and parcels, maximum density, location of open space, placement of privately maintained public access and utility easements, placement of future public streets, and connectivity patterns with existing streets in the vicinity.
3. Development criteria is established as shown on the Site Plan as revised/received 12-18-2024, and dated 12-12-2024, attached hereto and made a part of this Ordinance and as shown on the excerpt appearing below.

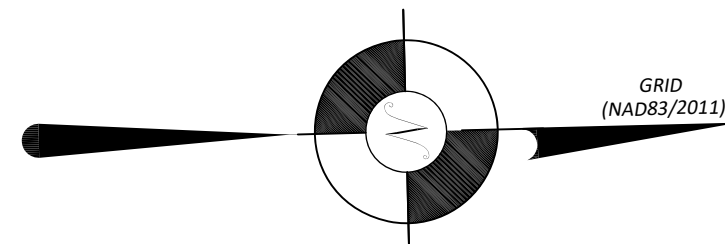
Excerpt from Site Plan as revised/received 12-18-2024, dated 12-12-2024



DRAFT



VICINITY MAP
(Not to Scale)



Site Development Data

Tax Parcel No.: 648-101000001 & 648-101000002
Total Acreage: 10.22 acres / 445,006 sf (per Survey)
Zoning Jurisdiction: Granite Quarry & Granite Quarry ETJ - Rowan County
Zoning:
Existing: SFR-3
Proposed: TND

Existing Land Use: Single Family Residential
Proposed Land Use: Single Family Residential
No. of Lots Allowed by Current Zoning: 445,006 sf / 11,600 sf = 38 Lots
No. of Lots Allowed by Proposed Zoning: 445,006 sf / 3,960 sf = 112 Lots
Proposed Density = 4.8 Dwelling Units per Acre (DU/AC)
Proposed No. of Lots: 49 Lots

Open Space Required: 0.50 ac / 22,107 sf (5% of Total Project)
Open Space Provided: 3.95 ac / 171,973 sf (38.9% of Total Project)
Open Space will comply with the Granite Quarry Code of Ordinance Article 21

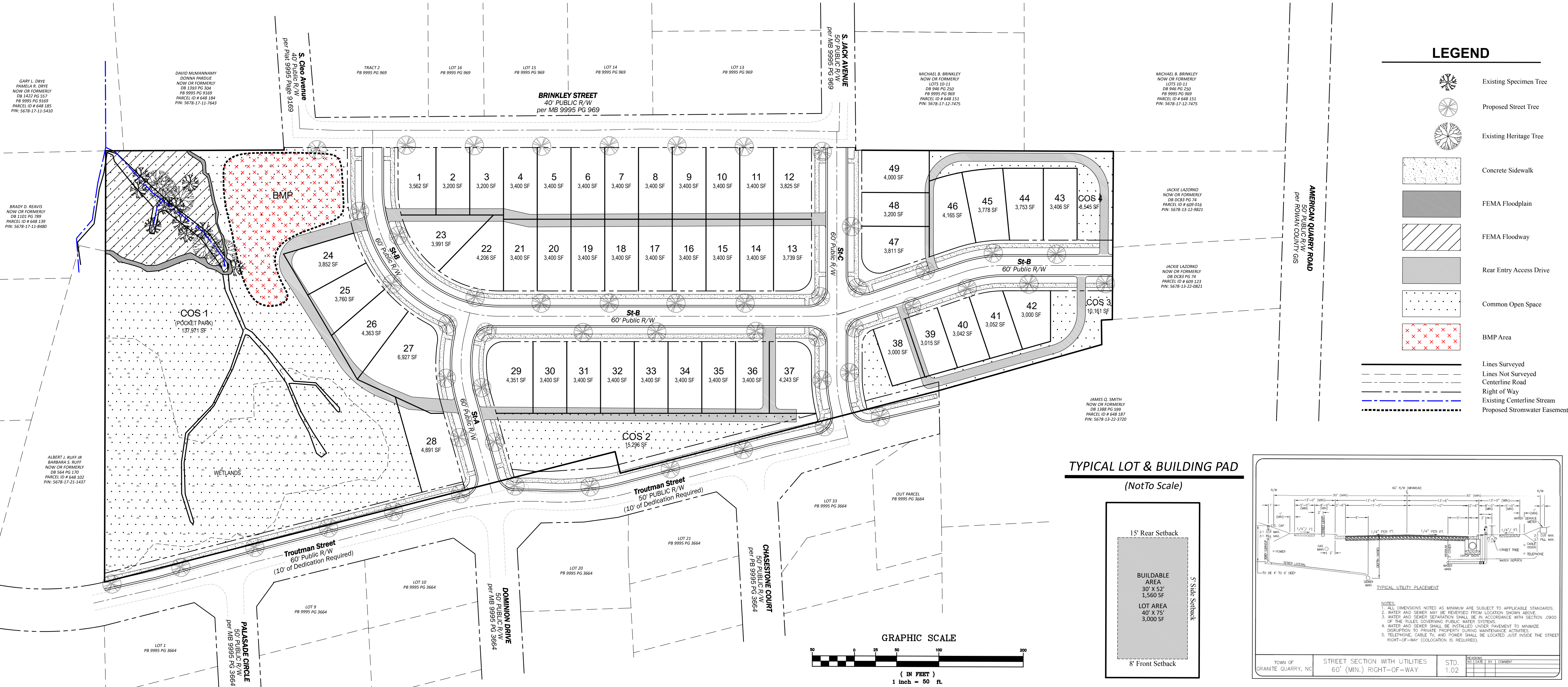
FEMA Map Number: 3710567800
FEMA Effective Date: June 16, 2009

Proposed Yard Requirements:
Minimum Lot Area: 3,000 SF
Minimum Front Setback: 8'-12" (Each house varied by a minimum of 1.5' from next house)
Minimum Side Setback: 5'
Minimum Side Street Setback: 10'
Minimum Rear Setback: 15'

General Notes:
1. Base information obtained from survey from Metrolina Land Surveying, Inc. dated 9/11/2023 and Rowan County GIS.
2. Stream/Wetland information shown is based on a report provided by Wetlands and Waters Inc. For purposes of this Rezoning Plan, any potential stream features and wetland area shown on the plan are to be considered preliminary in nature and approximate in location. The Rezoning Plan may need to be revised once all appropriate jurisdictional boundaries are surveyed and verified with acceptable levels of accuracy.

Troutman Street Rezoning Plan
Development Standards
December 16, 2024

- GENERAL PROVISIONS**
A. These development standards form a part of the Rezoning Plan associated with the Rezoning Petition filed by S & M Finance Group, LLC (the "Petitioner") to accommodate the development of a residential community on an approximately 10.22 acre site located on the west side of Troutman Street (the "Site"). The Site is comprised of Tax Parcel Nos. 648-1001000001, and 648-1001000001.
B. The development and use of the Site will be governed by the Rezoning Plan, these development standards and the applicable provisions of the Granite Quarry Development Ordinance (the "Ordinance"). Unless the Rezoning Plan or these development standards establish more stringent standards, the regulations established under the Ordinance for the TND zoning district shall govern the development and use of the Site.
C. The development and uses depicted on the Rezoning Plan are schematic in nature and are intended to depict the general arrangement of uses and improvements on the Site. Accordingly, the ultimate layout, locations and sizes of the development and site elements depicted on the Rezoning Plan are graphic representations of the proposed development and site elements, and they may be altered or modified in accordance with the setback, yard and buffer requirements set forth on this Rezoning Plan and the development standards, provided, however, that any such alterations and modifications shall not materially change the overall design intent depicted on the Rezoning Plan. Alterations and modifications shall be in accordance with Granite Quarry Development Ordinances.
- PERMITTED USES/DEVELOPMENT LIMITATIONS**
A. The Site may only be devoted to a residential community containing a maximum of 49 single family detached dwelling units and to any incidental and accessory uses relating thereto that are allowed in the TND zoning district.
- TRANSPORTATION**
A. Vehicular access to the Site shall be as generally depicted on the Rezoning Plan. The placement and configuration of the vehicular access points are subject to any minor modifications required to accommodate final site and construction plans and designs and to any adjustments required for approval by the North Carolina Department of Transportation ("NCDOT") and Granite Quarry in accordance with applicable published standards.
B. The alignments of the internal public street, the internal vehicular circulation areas and the driveways may be modified by Petitioner to accommodate site changes in traffic patterns, parking layouts and any adjustments required for approval by NCDOT and Granite Quarry in accordance with applicable published standards.
C. Prior to the issuance of a certificate of occupancy for the first new building constructed on the Site, Petitioner shall dedicate and convey to NCDOT and/or Town of Granite Quarry as applicable (subject to a reservation for any necessary utility easements) those portions of the Site located immediately adjacent to Troutman Street and Brinkley Street as required to provide right of way from the existing centerline of both streets to that point on the Site that is depicted on the Rezoning Plan to the extent that such right of way does not already exist.
D. Petitioner will dedicate to NCDOT and/or Town of Granite Quarry as applicable via fee simple conveyance any additional right-of-way indicated on the Rezoning Plan as right-of-way to be dedicated, and the additional right-of-way will be dedicated prior to the issuance of a certificate of occupancy for the first new building constructed on the Site.
E. All public roadway improvements will be subject to the standards and criteria of NCDOT and Granite Quarry, as applicable, to the roadway improvements within their respective road system authority. It is understood that such improvements may be undertaken by the Petitioner on its own or in conjunction with other development or roadway projects taking place within the broad Granite Quarry area, by way of a private/public partnership effort or other public sector project support.
- ARCHITECTURAL STANDARDS**
A. The maximum height of any building constructed on the Site shall be governed by the Ordinance.
B. The actual widths of the single family detached dwelling units to be constructed on the Site may vary from the widths depicted on the Rezoning Plan.
C. Pitched roofs, if provided, shall be symmetrically sloped no less than 5:12, except that roofs for porches and attached sheds may be no less than 2:12, unless a flat roof architectural style is employed.
D. Walkways shall be provided to connect all residential entrances to sidewalks and back of curbing along public and private streets.
- STREETS/STREETSCAPE**
A. All streets and streetscape will comply with Article 13 of the Granite Quarry Development Ordinances.
B. All Lots will be accessed through rear entry drives off private alleysways.
- ENVIRONMENTAL FEATURES**
A. Development of the Site shall comply with the Granite Quarry Development Ordinances.
B. The location, size and type of storm water management systems depicted on the Rezoning Plan are subject to review and approval as part of the full development plan submittal and are not implicitly approved with this rezoning. Adjustments may be necessary in order to accommodate actual storm water treatment requirements and natural site discharge points.
- AMENITY AREAS**
A. Amenity areas with seating shall be provided on the Site as depicted on the Rezoning Plan.
- AMENDMENTS TO THE REZONING PLAN**
A. Future amendments to the Rezoning Plan (which includes these development standards) may be applied for by the then Owner or Owners of the Site in accordance with Granite Quarry Development Ordinances.
- BINDING EFFECT OF THE REZONING DOCUMENTS AND DEFINITIONS**
A. If this Rezoning Petition is approved, all conditions applicable to the use and development of the Site imposed under these development standards and the Rezoning Plan will, unless amended in the manner provided under the Ordinance, be binding upon and inure to the benefit of Petitioner and the current and subsequent owners of the Site and their respective successors in interest and assigns.
B. Throughout these development standards, the term "Petitioner" shall be deemed to include the heirs, devisees, personal representatives, successors in interest and assigns of Petitioner or the owner or owners of the Site from time to time who may be involved in any future development thereof.
C. Any reference to the Ordinance herein shall be deemed to refer to the requirements of the Ordinance in effect as of the date this Rezoning Petition is approved.

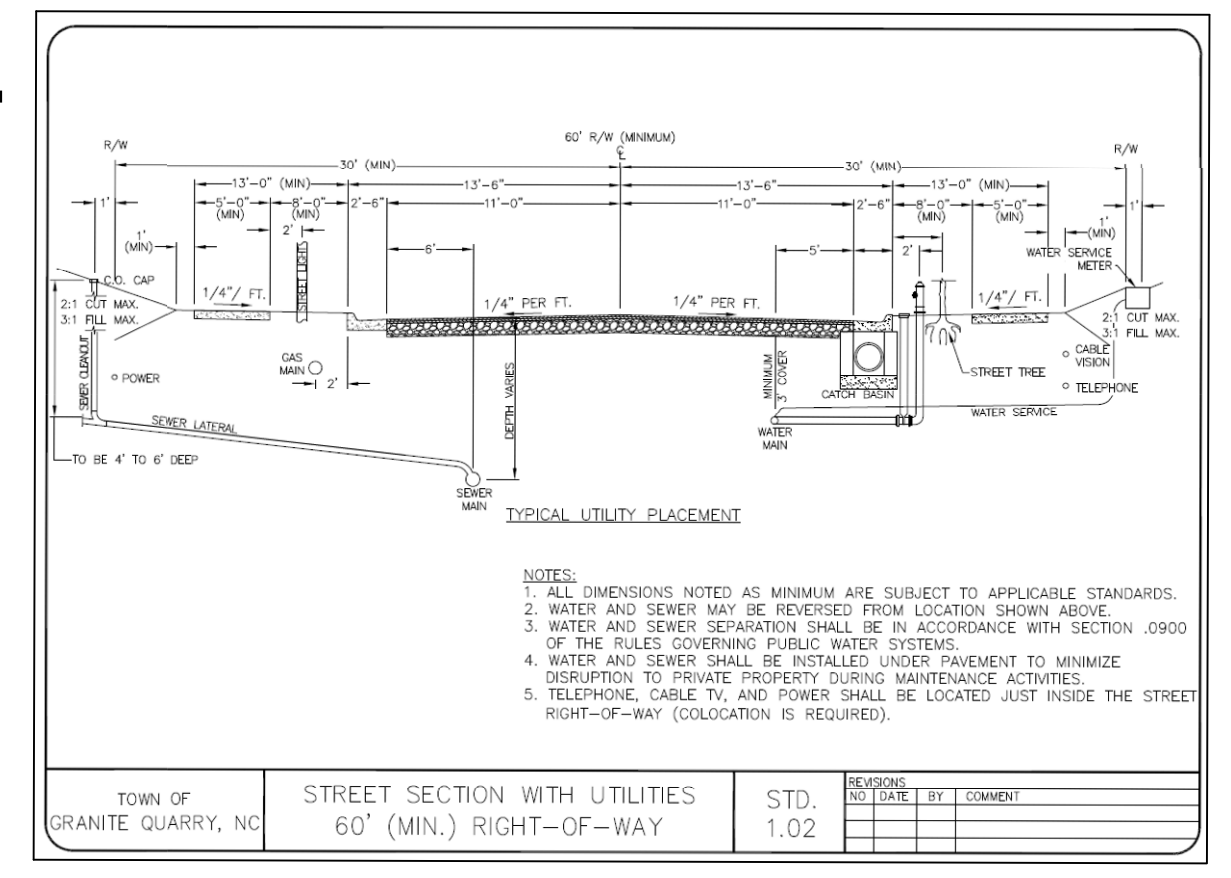
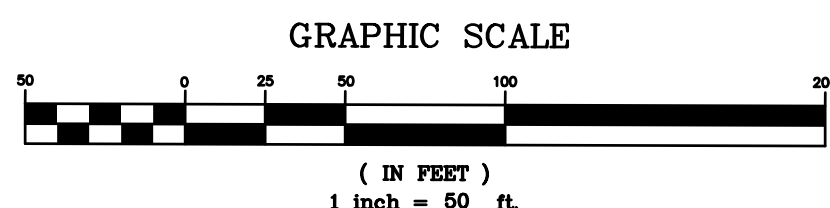
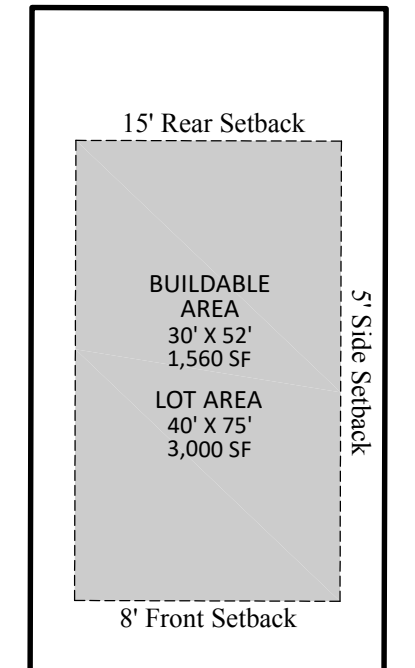


LEGEND

- Existing Specimen Tree
- Proposed Street Tree
- Existing Heritage Tree
- Concrete Sidewalk
- FEMA Floodplain
- FEMA Floodway
- Rear Entry Access Drive
- Common Open Space
- BMP Area
- Lines Surveyed
- Lines Not Surveyed
- Centerline Road
- Right of Way
- Existing Centerline Stream
- Proposed Stormwater Easement

TYPICAL LOT & BUILDING PAD

(Not To Scale)



METROLINA
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SURVEYING • MAPPING • PLANNING
P. (704) 741-7000
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8521 CROWN CRESCENT CT.
CHARLOTTE, NC 28227

SITE PLAN
KIND ESTATES @ GRANITE QUARRY
S & M Finance Group, LLC
PARCEL ID 648-1001000001 & 648-1001000002, DB 1388 PG 600
TOWN OF GRANITE QUARRY & ETJ, ROWAN COUNTY, NORTH CAROLINA

REVISIONS
1) 4/28/24 REVISION MADE PER TOWN COMMENTS (SFP)
2) 5/1/24 REVISION MADE PER TOWN COMMENTS (SFP)
3) 12/16/24 REVISION PER COMMENTS (SFP)

Job No. 094-23-006
Date 12/12/2024
Proj. Mgr. CDF
Drawn ART

Scale: NOTED

Sheet No. 1

1

RULES OF PROCEDURE
GRANITE QUARRY PLANNING BOARD

PART I
PLANNING BOARD

- 1-1 The official name of the Planning Board shall be the “Granite Quarry Planning Board”, hereafter referred to as the “Planning Board”.

PART II
OBJECTIVE AND PURPOSE

- 2-1 The primary objective of the Planning Board is to develop and maintain a continuing, cooperative planning program to benefit the people of the Town of Granite Quarry.
- 2-2 The purposes of the Planning Board are:
- (a) To make studies of the Town and its surrounding area;
 - (b) To determine objectives to be sought in the development of the areas under study;
 - (c) To prepare and recommend plans for adoption by the Board of Aldermen achieving these objectives;
 - (d) To develop and recommend policies, ordinances, administrative procedures, and other means for carrying out plans in a coordinated and efficient manner;
 - (e) To keep the Board of Aldermen and the general public informed and advised as to these matters; and
 - (f) To perform any other related duties that the Board of Aldermen may direct.

PART III
MEMBERSHIP

- 3-1 Members of the Planning Board shall be appointed by the Board of Aldermen for designated terms in accordance with Article 4 of the Granite Quarry Development Ordinance (GQDO).
- 3-2 If a vacancy occurs on the Planning Board by reason of death, resignation, change of residence, or any other cause, it shall be filled by Board of Aldermen appointment for the duration of the unexpired term.
- 3-3 Each Board member shall be sworn by the Mayor or their designee before assuming any position on the Board in accordance with Section 4.2-3 of the GQDO.

PART IV
ELECTION OF OFFICERS

- 4.1 Annually, at the regular meeting of the Planning Board held in the month of January, a Chairman and Vice-Chairman shall be elected. These officers shall be elected for a term of one (1) year and may be re-elected for successive terms to the same office. Members shall be notified of the date, time and place of the election of officers, at least seven (7) days prior to the regular January meeting. Each officer shall serve until relieved of their duties as herein provided.
- 4-2 The Chairman or Vice-Chairman shall preside at all meetings and hearings of the Planning Board, appoint all standing and temporary committees, and have the duties normally conferred on such office. The Chairman or Vice-Chairman shall have the privilege of discussing all matters before the Planning Board.
- 4-3 In the event of the absence of both the Chairman and Vice-Chairman from a meeting of the Planning Board, the remaining members present may elect a temporary Chairman for that meeting and proceed with the order of business.
- 4-4 The Planning board may appoint from its membership or recommend that the Board of Aldermen appoint or hire a person(s) to serve as a secretary for the Planning Board. Said person (s) (hereinafter referred to as the "Secretary") shall keep minutes and records of the Planning Board, prepare with the Chairman the agenda for regular and special meetings, attend to correspondence of the Planning Board and perform such other duties normally carried out by a Secretary.

PART V
MEETINGS

- 5-1 Regular meetings of the Planning Board shall be held on the first Monday of each month at 6:00 p.m. in the Granite Quarry Town Hall. Each member shall be notified of each regular meeting by the Secretary to the Planning Board. The Secretary shall also notify each Planning Board member of all joint Board of Aldermen/Planning Board meetings. Said meetings shall be considered Board of Aldermen meetings for purposes of determining the rules of conduct and procedure.
- 5-2 Special meetings may be called only by the Chairman, provided that at least forty-eight (48) hours written or oral notice of time of such meeting shall be given each member by the Secretary.
- 5-3 Four (4) members of the Planning Board shall constitute a quorum. A quorum shall be present before any business is transacted.
- 5-4 The Chairman shall decide all points of procedure unless otherwise directed by a majority of the Planning Board in session at the time.
- 5-5 All regular and special meetings of the Planning Board shall be open to the public.

- 5-6 The Planning Board shall adjourn by 7:45 p.m. during any regular, continuation, or special meeting unless extended by majority vote of the members present for a specified period of time.

PART VI
ATTENDANCE

- 6-1 In order for the Planning Board to carry out its duties and responsibilities, it is necessary for all members to attend meetings. If any member is absent for three (3) consecutive regular meetings, the Chairman may direct the Secretary to notify such member in writing of their absences and if such member fails to attend the next regular meeting, the Planning Board, by a majority vote of the remaining members, may request that the position be vacated and that a replacement be made by the Board of Aldermen.

PARTVII
ORDER OF BUSINESS

- 7-1 The order of business shall be as follows:
- (a) Call to Order
 - (b) Determination of Quorum
 - (c) Pledge of Allegiance
 - (d) Changes to and Approval of Agenda
 - (e) Approval of Previous Meeting Minutes
 - (f) Old Business
 - (g) New Business
 - (h) Adjournment/Continuation
- 7-2 Items of business at the regular meeting shall appear on the agenda. Business which is not identified on the agenda may be considered only after approval by a majority of the Planning Board in session at the time.

PART VIII
CONFLICT OF INTEREST & CONDUCT

- 8-1 No member of the Planning Board shall seek to influence a decision, participate in any action or cast a vote involving any matter that is before the Board which may result in a private benefit to themselves, their immediate relatives or their business interest in accordance with Article 4, Section 4.2-6 of the GQDO. In applying this rule, the following procedure shall govern.

A Planning Board member who believes there may exist a conflict of interest shall declare their possible conflict, the nature of the conflict, and ask for a determination by the Board. A majority vote of the remaining Board members present shall determine whether or not a conflict of interest exists. If determined that a conflict of interest does exist said member shall be excused from voting on that matter, but may voice their opinion, as a local citizen, on the matter.

- 8-2 A challenge of the existence of a conflict of interest or a challenge of an undisclosed conflict of interest may be filed by any interested party with the Board. Such a challenge may be an appeal for review of the finding of the Board or may be for the purpose of alleging an undeclared conflict of interest. Any challenge made to the Board shall be supported by competent evidence and shall be submitted to a properly convened meeting of the Board. If an objection is raised to a member's participation and that member does not recuse themselves, the remaining members shall by majority vote rule on the objection as required by G.S. 160D-109(e). The Board shall hear all evidence and shall, by majority vote, make the final determination as to the existence of any conflict of interest.
- 8-3 Withdrawal from participation in any matter is necessary only in those specific cases in which a conflict arises. There shall be no attempt to exclude entire categories of considerations because of the business or profession with which a member is associated.
- 8-4 Any person who abstains from voting without having first been excused by the Board as herein prescribed shall be deemed to have voted on the matter in an affirmative manner.
- 8-5 Upon receipt by the Secretary of a written allegation of unethical conduct by a member, or the initiation by the Board of an inquiry into unethical conduct, the Board shall immediately notify the member of the allegation and inquiry, if any. In addition, the Board may decline to accept, refer, or conduct an inquiry into a complaint if it determines that any of the following apply: a. The complaint is frivolous or brought in bad faith. b. The member and conduct complained of have already been the subject of a prior complaint. c. The conduct complained of is primarily a matter more appropriately and adequately addressed and handled by other federal, State, or local agencies or authorities, including law enforcement authorities. If other agencies or authorities are conducting an investigation of the same actions or conduct involved in a complaint filed under this section, the Board may stay its inquiry.
- 8-6 After inquiry, the Board shall dispose of the matter in one or more of the following ways: (1) If the Board finds substantial evidence of an alleged violation of a criminal statute, the Board shall refer the matter to the Town Manager and Town Attorney for investigation and referral to the district attorney for possible prosecution. (2) If the Board finds that the alleged violation is not established by clear and convincing evidence, the Board shall dismiss the complaint. (3) If the Board finds that the alleged violation of this rule is established by clear and

convincing evidence, the Board shall do one or more of the following: a. Issue a private admonishment to the member, if applicable. Such notification shall be treated as part of the record of the member. b. Refer the matter for appropriate action to the Board of Aldermen and Town Attorney. In making recommendations under this subsection, if the Board determines, after proper review and investigation, that sanctions are appropriate, the Board may recommend any action it deems necessary to properly address and rectify any violation of these rules by a member, including removal of the member from the Board.

PART IX RECORDS

- 9-1 The Secretary shall keep a record of the Planning Board's recommendations, transactions, findings and determinations. Said records shall be public and filed in the office of the Town Clerk in Granite Quarry Town Hall.

PART X ACTION BY BOARD

- 10.1 All actions of the Planning Board shall have been put before the Planning Board members in the form of a motion, duly seconded, and voted upon by all unexcused members present for a quorum except as provided in Section 8-4.
- 10-2 Voting shall be done by voice or hand. Only members present at the time a vote is taken shall be eligible to vote. If an issue before the Planning Board is carried over from one meeting to another, a member may be able to vote on the issue if they did not attend the previous meeting at which item was discussed.
- 10-3 All members of the Planning Board have the right to vote on all matters except as specified in Section 8-1.
- 10-4 The Board shall refer to *Suggested Rules of Procedure for Small Local Government Boards*; Second edition; A. Fleming Bell, II. The Board shall refer to the current edition of *Suggested Rules of Procedure for a City Council*; Trey Allen, to answer procedural questions not resolved by the *Rules of Procedure for Small Local Government Boards*, so long as *Suggested Rules of Procedure for a City Council* does not conflict with North Carolina law or with the spirit of these rules.

PART XI
ADOPTION AND AMENDMENT

These rules may, within the limits allowed by law, be amended at any time by an affirmative vote of a majority of the voting members of the Board, provided that such amendment be presented in writing at a regular or special meeting preceding the meeting at which the vote is taken.


Adopted this 5th day of September, 2023.



Richard Luhrs, Chair

Ratified by Board of Aldermen:

ADOPTED on this the 9th day of October, 2023.


Brittany H. Barnhardt, Mayor
Aubrey Smith, Town Clerk