**Technical Review Committee (TRC)**

**February 16, 2021**

**MEETING MINUTES**

The regular meeting of the Guilford County Technical Review Committee met on February 16, 2021 in the fifth floor Kenneth Greg Niles Conference Room, Guilford County Independence Building,

400 West Market Street, Greensboro, NC. Kaye Graybeal called the meeting to order at 1:30 PM.

**MEMBERS PRESENT**:

Planning Kaye Graybeal, Chair

Watershed/Stormwater Brent Gatlin (R)

Community Environmental Services Beth Anne Aheron

Fire Marshal Bobby Carmon (R)

Fire Marshal Timothy McNeil

Environmental Health John Nykamp (R)

**STAFF PRESENT:**

Planner II Matt Talbott

Planner II Oliver Bass (R)

Planner I Paul Lowe

Administrative Assistant Deborah Sandlin

GIS Martine Kamabu (R)

**ADVISORY MEMBER PRESENT:**

NCDOT Bobby Norris (R)

**OTHERS PRESENT:**

Fleming Engineering Inc. Brent Sievers

Fleming Engineering Inc. Brent Nesom

Piedmont Land Design James Turbyfill

Land Solutions Bill Greco

Hugh Creed Associates Ethan Creed

R = Attended meeting remotely (via Skype, Microsoft Teams, Conf. Call)

**MINUTES:**

*Brent Gatlin motioned to approve the TRC minutes of February 2, 2021 as submitted; John Nykamp seconded. The motion passed by unanimous vote.*

**AMENDMENT TO AGENDA:**

There was a discrepancy in date of receipt of the packet from Fleming Engineering for the Commons @ Summit Lakes and the question as to why it did not get calendared for today’s TRC meeting.

*Kaye Graybeal motioned to hold a Special TRC meeting on Tuesday, February 23 at 1:30 pm. Brent Gatlin seconded. The vote was unanimous in favor of the motion.*

**Old Business**

**MAJOR SUBDIVISION CASE 21-01-STPL-00647: Coldwater Phase 2 Preliminary Plat Conference.** Located at southeast intersection of NC Highway 65 (Belews Creek Road) and Coldwater Road in Stokesdale NC, Guilford County Tax Parcel# 231322. Purpose is to hold conference with engineer on TRC comments.

**Planning Comments: (Oliver Bass, 641-3578)**

1. Stokesdale now requires new development in RS-30 district to connect to Stokesdale water system, regardless of distance from water lines.
2. Consequently, buildings on flag lots must be within 500 feet of fire hydrant.
3. Flagpole portion of lots do not count toward minimum dimensional requirements. Add note providing detail of dimensions of flag portion of lot.

**Building Comments: (Jim Lankford, 641-3321)**

1. No comments

**Watershed Comments: (Brent Gatlin, 641-3753)**

1. Add Note: *This property is within the Roanoke River Watershed.*
2. Add Project Density calculation under watershed information. Project Density = 12 Lots / 11.92 ac = 1.01 DU / AC based on currently reported info.
3. Add note: *This property is not located in a Special Flood Hazard Area based on FIRM Map # 3710698000M with map revised date 3/16/2009.*

**Community Services Comments: (Beth Anne Aheron, 641-3645)**

1. No comments

**Environmental Health Comments: (John Nykamp, 641-4807)**

1. No comments at this time

**Fire Marshal: (Bobby Carmon, 641-6541)**

1.Add fire hydrant locations.

**NCDOT Comments: (Bobby Norris, 487-0100)**

1. No access shall be granted to NC 65 from any individual lots for the subdivision.
2. NO access shall be granted within 150’ of the intersection of Coldwater and NC 65.
3. Due to the vertical curvature of existing Coldwater Road 12 accesses cannot be granted in such a short distance from the intersection for safety.
4. Coldwater is a Current Secondary through road maintained by the NCDOT.  Coldwater is not classified as a subdivision road or dead-end road that this submittal would be entertained.
5. NCDOT will only grant one access for the subdivision with a possible 2 lots total.  This is dependent upon the design of the subdivision.

*Bobby Carmon motioned to recommend CA (Conditional Approval); Kaye Graybeal seconded. In favor of the motion, the vote was unanimous. Comments will be provided to the developer along with a copy to the Town of Stokesdale for an upcoming Planning Board meeting.*

**New Business**

**MINOR SUBDIVISION CASE #21-02-GCPL-01012: Lisa White.** Located approximately 50 feet southwest from the intersection of Carmon Road & Colony Road being Guilford County Tax Parcel # 107619 in Rock Creek Township. **The applicant is seeking a waiver from Section 8.04 A-1 to permit an access easement to serve three lots. (James B. Turbyfill, PLS)**

**Planning Comments: (Paul Lowe, 641-2489)**

1. Case number is 21-02-GCPL-01012, place on the lower right-hand side of the plat
2. If waiver is approved, add note stating the type, and date of waiver approved by TRC
3. Vicinity map should be at a scale of one-inch equals two thousand feet
4. Total number of lots, acreage in total tract, add to notes section
5. Add County map certificates, including local jurisdiction, no approval from NCDOT, review officer, owners signature block, and surveyor's certificate
6. Zoning/land use for subject property
7. When plat is resubmitted, title plat Preliminary/Final Plat for....
8. Show minimum build lines for lot #s 1 & 2

**Building Comments: (Jim Lankford, 641-3321)**

1. No comments.

**Environmental Health Comments: (John Nykamp, 641-4807)**

1. No comments at this time

**Watershed Comments: (Brent Gatlin, 641-3753)**

1. Add Deed Restrictive Covenant Note per UDO 9.1.F.4.
2. Add note: *Notice - This property is located within the Water Supply Watershed for Lake Mackintosh WS-IV, GWA.* *Development restrictions may apply.*
3. Add note: *This property is within the Jordan Lake Watershed.*
4. Add note: *A Special Flood Hazard Area does not exist on this property based on FIRM Map # 3710881500J with effective date 6/18/2007.*
5. Add county GIS topo (or surveyed topo) for preliminary plat review. Remove topo once approved to proceed to final plat submission.
6. There are mapped streams and a pond on-site requiring riparian buffers. See Guilford County GIS Data Viewer with layer turned on for Hydrology NPDES-SCS Streams for mapped streams. Add missing streams and buffers to plan. 
   1. Show & label the top of stream banks, riparian buffers and associated buffer zones (30’ Zone 1 and 20’ Zone 2). 30’ Zone 1 buffer extents to be measured from top of stream bank.
      1. [Advisory Comment]: If top of stream banks have not been surveyed, then an assumed approximate 10’ width between top of stream banks can be drawn centered on the stream, with call-out note indicating “*top of stream banks shown approximately*.”
   2. Add 50’ Riparian Buffer Detail.
7. Add drainage easement to width as described in UDO 9.1.H based on drainage area. See attached mark-up for rough locations.
8. [Advisory Comment]: 401 & 404 permits may be required from NCDEQ & USACE for stream impacts. Owner is responsible for obtaining appropriate approval prior to construction.
9. [Advisory Comment]: Buffer Authorization may be required from Guilford County if impacts within the stream buffers are proposed. Contact Teresa Andrews [tandrews@guilfordcountync.gov](mailto:tandrews@guilfordcountync.gov) 336-641-5565 for submission requirements.

**Community Services Comments: (Beth Anne, 641-3645)**

1. No comments

**Fire Marshal Comments: (Timothy McNeil, 641-6541)**

1. (Advisory Comment) Fire Department access issues to proposed new home sites due to small driveway going over pond dam. This may become an issue when the homeowner applies for insurance. These 3 lots may be classified as a Class 10 Public Protection Classification. To prevent a Class 10 rating, the driveway going across the pond dam would have to be certified by a qualified Engineer to carry a live load of a Fire Truck. The driveway would also require a recurring maintenance and certification schedule.

**NCDOT Comments: (Bobby Norris, 487-0100)**

No comments

*Bobby Carmon recused himself from this case as it involves friends/family members.*

*Beth Anne Aheron motioned to approve the waiver to permit an access easement to serve three lots based on physical hardship; there was a second from John Nykamp. The vote was unanimous in favor of the motion.*

**Major Subdivision Case #21-02-Stpl-00988 Northridge Phase 5 Preliminary Plat.**

Located at terminus of Honkers Hollow Drive in Stokesdale NC, Guilford County Tax Parcel #s 229909 and 164221. This is a request for preliminary plat approval for 18 lots in phase 6 of Northridge subdivision. Developer: Northridge Holding, LLC.

**Planning Comments: (Oliver Bass, 641-3578)**

1. Show max building lines on lots 78-80.
2. Indicate/label pond easement for access and maintenance. Maintained by individual property owners since not in common area.
3. Add Case # to plat.
4. Shown as phase 6 in master sketch plan.

**Building Comments: (Jim Lankford, 641-3321)**

1. No comments.

**Watershed Comments: (Brent Gatlin, 641-3753)**

1. Existing Private Pond & Dam:
   1. The developer must contact NCDEQ Dam Safety to inform them of planned development at and downstream of the existing pond and associated dam. Verify if an updated Jurisdictional Determination / Hazard Classification is necessary. Provide copy of correspondence & documentation submitted to NCDEQ Dam Safety for the County’s record file.
   2. HOA Supplementary Declarations must be prepared & recorded for new Pond Lots associated with Phase 5 with DB & PG #s included on final plat. This is similar to HOA documents recorded for Phase 2 (DB 7857 PG 2142) and Phase 3A & 3B (DB 7994 PG 2795).
      1. Add reference note to previously recorded HOA docs DB & PG #s.
      2. Add reference note to new HOA docs DB & PG #.
      3. [Advisory Comment]: Any lot with any portion of property extending to any part of the pond or dam (including outside toe of slope, pipe outfall, or emergency spillway) would need to be listed as a Pond Lot with maintenance responsibilities.
      4. [Advisory Comment]: Lot 71 as currently shown would be considered a Pond Lot. Though it doesn’t have backyard frontage to pond, the SE corner of lot overlaps the toe of slope and emergency spillway, therefore Lot 71 would also be responsible for maintenance.
   3. Survey / field locate dam, spillway outfall pipe and overland emergency spillway to determine final extents of required Pond Maintenance Access Easement.
      1. Revise extents of Pond Maintenance Access Easement to include entire dam (to toe of slope), outfall pipe and emergency spillway.
      2. Add label for “Pond Maintenance Access Easement”
2. Revise Watershed Data note line 2 as follows: *This property is within the Roanoke River Basin.*
3. Revise Stream Buffer Detail to match detail on Phase 4 recorded plat (PB 202 PG 016).
4. Extend 30’ Drainage Easement at Lot 71 to PL with Lot 30. Note, this easement may need to be further refined pending survey findings for dam and emergency spillway per Comment 1.
5. Provide Project Density Calculations in Phase 5 Site Data to demonstrate less than 2 DU / 1 AC for low-density.
6. Revise floodplain note as follows: *A Special Flood Hazard Area does not exist on this property based on FIRM Map # 3710790000J with effective date 6/18/2007.*

**Community Services Comments: (Beth Anne Aheron, 641-3645)**

1. No comments

**Environmental Health Comments: (John Nykamp, 641-4807)**

1. No comments at this time

**Fire Marshal: (Bobby Carmon, 641-6541)**

1. No Comments

**NCDOT Comments: (Bobby Norris, 487-0100)**

1. No comments

*Brent Gatlin motioned for CA (Conditional Approval); Kaye Graybeal seconded. In favor of the motion, the vote passed unanimously.*

**MAJOR SUBDIVISION CASE #21-02-GCPL-00816 BEVILL PHASE 6 PRELIMINARY PLAT**

Located at terminus of Tyburn Trace at the Rockingham/Guilford County line, Guilford County Tax Parcel 129668 (pt.). The applicant is requesting preliminary plat approval for lots 147 and 148, located entirely in unincorporated Guilford County, in Bevill Lakes Farm II, Phase 6. Preliminary plat for remaining 21 lots of this phase has been approved by Rockingham County TRC.

**Planning Comments: (Oliver Bass, 641-3578)**

1. Indicate Guilford County side of county line
2. Add to subdivision title to note that this plat is for lots 146 and 147.

**Building Comments: (Jim Lankford, 641-3321)**

1. No comments.

**Watershed Comments: (Brent Gatlin, 641-3753)**

This review is for “Preliminary Phase 6” preliminary plat showing Lots 146 & 147 only. Comments below:

1. Add note: *Density = 2 Lots / 1.882 AC = 1.06 DU/AC (in Guilford County)*
2. Add note: *This property is not located in a Special Flood Hazard Area based on FIRM Map # 3710798000J with effective date 7/3/2007.*
3. Check spelling on Stream Buffer Detail.
4. Determine why there is a difference in acreage size per the 2 different plats submitted (Guilford County and Rockingham).

**Community Services Comments: (Beth Anne Aheron, 641-3645)**

1. No comments

**Environmental Health Comments: (John Nykamp, 641-4807)**

1. No comments at this time

**Fire Marshal: (Bobby Carmon, 641-6541)**

1. No Comments

**NCDOT Comments: (Bobby Norris, 487-0100)**

1. No Comments

**Adjournment**

*There being no additional business, the meeting adjourned at 2:27 pm.*

Respectfully submitted,



Deborah Sandlin

Recording Secretary