



**Guilford County  
Technical Review Committee  
Meeting Date: February 2, 2016**

**MEETING MINUTES**

The Guilford County Technical Review Committee met on February 2, 2016 at 1:30 PM in the Third Floor Conference Room, Guilford County Independence Building, 400 West Market Street, Greensboro, NC.

**MEMBERS PRESENT:**

Planning Department	Les Eger (Chair)
Storm Water Management	Frank Park
Environmental Health Division	John Nykamp
Construction Plan Review	Jim Lankford
Community Services	Beth Anne Aheron

**ACTING RECORDING SECRETARY:**

Deborah Sandlin, Administrative Assistant

**STAFF PRESENT:**

Dervin Spell, Planner II  
Oliver Bass, Planner II  
Paul Lowe, Planner I  
Vivian Street, Commercial Permit Specialist

**ALSO PRESENT:**

Joseph G. Stutts, Joseph G. Stutts, PLLC

**MINUTES:**

Minutes from the January 19<sup>th</sup> meeting were approved with the corrections noted below:

- Spelling of Severs to Sievers (See Also Present – Attendance)
- In Beth Anne's motion (Case #15-03-GCPL-01079: Waterbury...change "to grant the waiver" to "to grant a waiver.

**NEW BUSINESS:**

**MINOR SUBDIVISION REVIEW #16-01-GCPL-00217: PLAT FOR MARTHA W. KNIGHT**

Located east of Royster Road 100 feet south of the intersection with Lashley Road in Center Grove Township, Guilford County Parcel #0217700. An 1.05 acre flag lot has been proposed. Zoned: AG, (Joseph Stutts, Joseph G. Stutts, PLLC).

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

1. Case number is 16-01-GCPL-00217.
2. Remove Knight Lane label from the vicinity map.
3. What is dotted line on the flag pole near Royster Road?
4. List SR # for Royster Road, and list as public.

5. Will ownership change?

Beth Anne motioned for approval. Joseph Stutts seconded. The motion passed unanimously.

**MAJOR SITE PLAN REVIEW #16-01-GCCP-00168: OLD DOMINION FREIGHT LINE-PARKING LOT**

Located on the south side of Bishop Road 950 feet west of Viewmont Drive in Sumner Township. Guilford County Parcel #0141436. This is a site plan for a proposed 300 employee parking spaces and 201 tractor parking spaces covering 5.18 acres on the lot. Zoned: HI. (Matthew A Edwards, PE, Kimley-Horn)

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

1. Total # of existing spaces on site
2. Total spaces provided and minimum required for use (include accessible spaces)
3. Total spaces after improvements (Complete table on cover sheet)
4. Demonstrate that tractor parking lot design is sufficient to support anticipated use
5. Lighting plan if lighting will be installed
6. Label property boundary distances along improvement area
7. Label existing land use of adjacent parcels
8. Label Street Yard type and size along new parking area
9. Square footage of new pavement area

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

1. The coversheet for the building was left blank.
2. Provide 5% of HC parking space and Van HC parking spaces based on the total additional parking spaces.

**Watershed Comments: (Frank Park, 641-3753)**

1. Diffuse the concentrate flow from the overflow of wet detention pond into the Hickory Creek by installing the level spreader and the filter stripe. And also the overflow needs to be separated distance from the riser.
2. Label the wet-detention pond as the permanent wet-detention pond.
3. The minimum depth of the permanent pool above the sediment storage elevation shall be three feet.
4. Add a note for converting temporary sediment trap into the permanent wet detention pond.

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

1. Provide overall site plan.
2. Provide utilities page, including location of existing wells.

During the discussion, there were comments about missing information and other concerns. Because no one was in attendance to address those concerns, a conference will be requested with the site plan engineer.

Beth Anne motioned to revise and resubmit. John seconded. The group unanimously agreed.

The meeting adjourned at approximately 1:50 PM.

Respectfully submitted,

Deborah Sandlin  
Acting Recording Secretary