



**Guilford County  
Technical Review Committee  
February 16, 2016**

**MEETING MINUTES**

The Guilford County Technical Review Committee met on February 16, 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

**ALSO PRESENT:**

Joseph Stutts, Joseph G. Stutts, PLLC  
Tommy Adams  
Luke Adams  
Keith Broderick, Civil Designs  
J. J. Patterson, Samet Corporation  
Joe Gneizer, Culp Home Fashions  
Ernie Wilson, NCDOT  
Steven Robertson, NCDOT

**MINUTES:**

Minutes from the February 2<sup>nd</sup> meeting were approved with the correction and comment noted below:  
John Nykamp seconded the motion re: Minor Subdivision Review #16-01-GCPL-00217: Plat for Martha W. Knight.

Oliver is waiting to hear back from Old Dominion Freight (Major Site Plan Review #16-01-GCCP-00168: Old Dominion Freight Line-Parking Lot) to schedule a conference; he suggested tentative dates of February 22 or February 23 and will advise everyone via e-mail.

**NEW BUSINESS:**

**MAJOR SUBDIVISION SKETCH CASE #11-02-GCPL-00546: GLEN OAKS SUBDIVISION**

Located on the east side of NC Highway 61 at the corner of Ludgate Road in Washington Township. Guilford County Parcels #0101348, #0101207, #0101344, and #0101343. This plat consists of 28 lots on approximately 100.16 acres. The applicant has requested revisions to the approved Master Sketch for the site. Zoned: CU-RS-40. (Joseph G. Stutts, PLLC).

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

1. Show all existing and proposed pipe culverts under the Ludgate Road between Lot 32 and Lot 33.
2. Show the intermittent jurisdictional stream. Include it in the drainage easements. 50 feet beyond the top of stream bank for the Lake Jordan Riparian Buffer at the Lot 20, 21, and 22. Provide drainage easement/intermittent jurisdictional stream across Lot 1.

**MAJOR SUBDIVISION CASE #13-05-GCPL-02177: GLEN OAKS PHASE 5**

Located on the east side of NC Highway 61 at the corner of Ludgate Road in Washington Township. Guilford County Parcels #0101348, #0101207, #0101344, and #0101343. This plat consists of 7 lots on approximately 13.03 acres. Zoned: CU-RS-40. (Joseph G. Stutts, PLLC).

**Planning Comments: (Dervin Spell, 641-3591)**

1. Label the access easements for Lot 40 and Lot 38 separately.
2. Close the right-of-way dedication at the intersection of Ludgate and NC Highway 61. (The plat does not indicate where the right-of-way dedication ends).
3. Provide a P.B. and Pg. reference for Lots 35-A, 40-A, 42-A, and 43-A.
4. Increase utility easement from 10' to 20' unless you have letters from all four utility providers stating they have no objections to the reduction of the utility easement.
5. Utility easement on lot #36 must be 20 feet.
6. Add Glen Oaks Offsite Septic Association to list of owners in title block.
7. Lot 20 delineating areas, public right of way.
8. Missing metes and bounds descriptions.

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

1. Label as "Private Sewer Line Access and Maintenance Easement" (PSLAME).
2. Remote septic systems must comply with Guilford County Wastewater Rules.

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

1. The 60 feet drainage easement appeared to be a stream as per the county soil GIS map. Label this as "110 stream and drainage easement."

Frank motioned for CA on master sketch. John seconded. All agreed unanimously.

Frank motioned for CA on Preliminary Phase 5. Jim seconded with all agreeing unanimously.

**MINOR SUBDIVISION CASE #15-10-GCPL-05314: ADAMS PLACE SUBDIVISION (SPECIAL PURPOSE LOT)**

Located east of Rankin Mill Road 1,100 feet south of the intersection with Hicone Road in Monroe Township, Guilford County Parcel # 0126885, 0126889, 0126886, 0126884. The applicant is proposing one special purpose lot. Zoned: AG, (Joseph Stutts, Joseph G. Stutts, PLLC).

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

1. Ensure note regarding number of lots is correct.
2. Add note in comments/or on the plat that the special purpose lot will serve lot #2.
3. Area in newly dedicated right of way, if any – highlight on plat and provide area on plat.

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

1. Label as "Private Sewer Line Access and Maintenance Easement" (PSLAME).
2. Remote septic systems must comply with Guilford County Wastewater Rules.

There was a motion by Frank to approve; John seconded. Vote was unanimous.

**MAJOR SITE PLAN REVIEW #16-01-STCP-00495: CULP HOME FASHION BUILDING ADDITION**

Located on the south side of US Highway 158, across from Southard Road, in Bruce Township. Guilford County Parcel #0150791. This site plan will add a 220,150 S.F. addition to the existing principal structure. Zoned: Heavy Industrial, Scenic Corridor (Keith Broderick, Civil Designs).

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

1. Note: Northwest section of existing building includes 5200+ sf addition that is pending site plan approval (16-01-STCP-00051).
2. Proposed addition lies outside Scenic Corridor Overlay.
3. Show typical dimensions for loading spaces. Note number of loading spaces provided.
4. Provide combination deed or instrument for adjacent lot.
5. Notate location of tree planting areas and dimensions in new parking lot (min 7ft/200sf).

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

1. Provide enlarged HC Van Accessible parking space detail.

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

1. Talk to Heath Ward @ Environmental Health about waste water system.

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

1. Label forebay and the forebay should be equivalent to approximately 20% of the total wet detention pond volume.
2. The forebay shall be 40 to 60 inches in depth with respect to the permanent pool.
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 in the construction sequence.
5. Provide signed affidavit Wet Detention Basin Operation and Maintenance Agreement.
6. Provide the access easement plat for the permanent Wet-Detention prior to issuance of temporary CO.

Comments are being provided for corrections before presentation at the Stokesdale town meeting in March.

**MINOR SUBDIVISON REVIEW #15-11-GCPL-05958: PLAT FOR MARY ELIZABETH MICHAEL TRUST**

Located south of Frieden Church Road 1,000 feet east of the intersection with McIntrye Road in Washington Township, Guilford County Parcel #0101457. **The applicant has requested a waiver from the requirements of Article 5, Section 5-13.2(C), lot depth to width ratio.** Zoned: AG, (Jeff Allred, Jeff Allred, Jeff Allred, PLS).

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

1. North arrow for vicinity map
2. Add note on plat regarding recombination, 7.81 acres to be added to Parcel ID: 0101475 per DB: \_\_\_\_ PG: \_\_\_\_ & 7.81 acres to be added to Parcel ID: 0101473 per DB: \_\_\_\_ PG: \_\_\_\_
3. Would need a copy of both recombination deeds before final plat could be signed.
4. Ensure that parcel numbers on the map are correct, change reference from PIN to Parcel #s.
5. Show old and new lot lines.

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

1. If Lot #2 will be combined with Kylander property, should entire new lot be shown?

Request received for a waiver for *physical hardship* – to the shape of the current tract being divided. After much discussion and review of ordinance Section 5-12, physical hardship could not be justified. TRC continued to review the request and Les suggested considering equal or better performance in reviewing the possible waiver. By considering that the non-conforming lot already exists and that by adding portions of the lot to existing grandfathered lots, no additional non-conformities will occur. Les restated that this appears to be equal or better performance. TRC took this as a motion, which was seconded by Beth Anne. The vote for equal or better performance was unanimous.

Les recommended that look into text amendment for this issue.

Notices will be sent to adjacent property owners and people across the street advising that waiver was granted.10

For future TRC meetings, site map(s) will be scanned and projected on screen for everyone to clearly see.

Les noted that it would be advantageous if towns would agree to minors at staff level with TRC approval. Also, looking at ways to cut down on night meetings for planners. Shouldn't have to go to multiple meetings (for instance in Sedalia, have to attend town planning board and town council). If zoned right and meets ordinance, they are approved; there should be no reason to attend an additional public hearing.

The meeting adjourned at approximately 2:15 PM.

Respectfully submitted,

Deborah Sandlin  
Acting Recording Secretary