



**GUILFORD COUNTY  
PLANNING AND DEVELOPMENT**

**Technical Review Committee  
June 18, 2019**

**MEETING MINUTES**

The regular meeting of the Guilford County Technical Review Committee met on June 18, 2019 in the fifth floor Kenneth Greg Niles Conference Room, Guilford County Independence Building, 400 West Market Street, Greensboro, NC. Frank Park called the meeting to order at approximately 1:30 PM.

**MEMBERS PRESENT:**

Stormwater Management	Frank Park, Acting Chair
Planning	Kaye Graybeal
Building Construction Plan Review	William Dodson
Fire Marshal	Bobby Carmon
Environmental Health	John Nykamp

**STAFF PRESENT:**

Planner II	Matt Talbott
Planner II	Oliver Bass
Planner I	Paul Lowe
Recording Secretary	Deborah Sandlin
Stormwater Administrator	Teresa Andrews

**OTHERS PRESENT:**

Evans Engineering, Inc.	Anthony D. Lester
-------------------------	-------------------

**MINUTES:**

Bobby Carmon motioned to approve the minutes of the June 4, 2019 regular TRC meeting as submitted; John Nykamp seconded. The motion carried unanimously.

**NEW BUSINESS:**

**EASEMENT CLOSING CASE #19-04-GCPL-03328:**

Being all of a 10-foot utility easement located on Lot # 4 as shown on Plat Book 39 Page 31, located on Guilford County Tax Parcel # 156212 in Jamestown Township.

**Planning Comments:** (Matt Talbott, 641-3591)

No comments

**Building Comments:** (William Dodson, 641-3321)

No comments

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

No comments

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

1. No comments at this time.

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

No comments

**Fire Marshal Comments:** (Bobby Carmon, 641-6538)

No comments

**NCDOT Comments:** (Ernie Wilson, 487-0100)

No comments

*Bobby Carmon motioned for easement to be closed as drawn; John Nykamp seconded. The vote was unanimous in favor of the motion.*

**MAJOR SUBDIVISION CASE 06-03-GCPL-00651: Brightwood Farm 4A**

**Revisions.** Located at the northwest intersection of Brightwood Farm Parkway and Preakness Parkway in Rock Creek Township. Guilford County Tax Parcel #106270. The proposed revisions include adding twin homes to Section 4D and reconfigured lot and street layouts. (Anthony Lester, Evans Engineering).

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

1. UDO allots 535 attached units in Section A. Total allocated including proposed 42 twin homes are 297 units.
2. Provide minimum building setbacks per RM-12 standards, including front and rear setbacks.
3. Add case # to future submissions.

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

1. Provide minimum of 10 feet lot separation between the duplex lots.

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

1. Due to changing single family detached houses to twin houses and extending cult sac, provide the watershed calculation for revising water quality basin summary.
2. Provide county wet detention spread sheet calculation.
3. Provide state wet detention supplement spread sheet calculation.
4. Provide the as-built engineer certifications of the wet detention pond at lots 14 and 15.

5. Provide the overlay drainage area for phase 4A section 4D.
6. Post Surety for pond cleanout.

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

1. No comments at this time.

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

No comments

**Fire Marshal Comments: Robert Carmon, 641-6538)**

1. Provide hydrant locations.

**NCDOT Comments: Ernie Wilson, 487-0100)**

No comments

*Bobby Carmon motioned for Conditional Approval (CA) for the revised master preliminary plan including comments. The vote was unanimous in favor of the motion.*

**MAJOR SUBDIVISION CASE 19-05-GCPL-04137: Brightwood Farm Phase 4A Section 4D.** Located at the northwest intersection of Brightwood Farm Parkway and Preakness Parkway in Rock Creek Township. Guilford County Tax Parcel #106270. The proposed subdivision will include 42 twin home units and new street pavement. (Anthony Lester, Evans Engineering.

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

1. UDO allots 535 attached units in Section A. Total allocated including proposed 42 twin homes are 297 units.
2. Provide minimum building setbacks per RM-12 standards, including front and rear setbacks.
3. Add case # to future submissions.

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

1. Provide minimum of 10 feet lot separation between the duplex lots.

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

1. Due to changing single family detached houses to twin houses and extending cul-de-sac, provide the watershed calculation for revising water quality basin summary.
2. Provide county wet detention spread sheet calculation.
3. Provide state wet detention supplement spread sheet calculation.
4. Provide the as-built engineer certifications of the wet detention pond at lots 14 and 15.
5. Provide the overlay drainage area for phase 4A section 4D.

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

1. No comments at this time.

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

No comments

**Fire Marshal Comments: Robert Carmon, 641-6538)**

1. Provide hydrant locations.

**NCDOT Comments: Ernie Wilson, 487-0100)**

No comments

*Bobby Carmon motioned for Conditional Approval of Section 4D including the comments and the addition of the five single-family lots along Palamino for future Phase 4A, Section 4D; John Nykamp seconded. In favor of the motion, the vote was unanimous.*

**MAJOR SUBDIVISION CASE 19-06-GCPL-04831: Wrigley Estates.** Located on Brightwood Church Road east of intersection with Preakness Parkway in Brightwood Farm Subdivision. The project received preliminary plan approval February 7, 2007 as a cluster subdivision in an RS-15 district.

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

1. Update ownership and contact, and parcel data on preliminary plans as appropriate.
2. Add case # above on future submittals.
3. Note if existing house on lot 82 will remain or be removed. If it is to remain, indicate setbacks on the proposed lot.

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

No comments.

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

1. Request an updated stream ID through Teresa Andrews, Stormwater Administrator (336-641-5565).
2. Change the label "30-foot drainage and stream buffer easement" to "110 feet drainage stream and drainage easement".
3. There shall be 20-foot pond access easement instead of 10-foot pond access bench.
4. Provide a diffuse outlet detail into the stream. Recommend a plunge pool as a diffused device.
5. Provide NC Supplement and Guilford County wet detention spread sheet calculation.
6. Provide Stormwater Construction Plan with signed 7-1.6 ordinance Engineer's Statement of Runoff Control.
7. Provide a drainage area delineation drain into the wet detention pond.

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

1. Developer must schedule meeting with Environmental Health (641-7613) to evaluate existing well. Wells to be abandoned must be abandoned by a Certified Well Contractor, and approved by Environmental Health, before the Site Plan can be approved.

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

No comments

**Fire Marshal Comments: Robert Carmon, 641-6538)**

1. Recommends interconnectivity to adjacent development.

**NCDOT Comments: Ernie Wilson, 487-0100)**

No comments

*Bobby Carmon motioned for Revise/Resubmit considering current comments and the permit has expired; John Nykamp seconded. The vote was unanimous in favor of the motion.*

**MAJOR SUBDIVISION REVISION CASE #17-03-GCPL-01092: The Farm at Cedar Hollow, Master Sketch Revised.** Located 1,400 ft from the intersection of Cedar Hollow Rd and Carroll Jessup Pkwy in center Grove Township. Guilford County Tax Parcel #136402. The proposed revisions include the removal of Kimberly Jessup Court. (Hugh Creed Associates, Inc. P.A.).

**Planning Comments: (Matt Talbott, 641-3591)**

1. No "0" in parcel number
2. Case # 18-06-GCPL-03641
3. Need access easement to common area somewhere within lots 69-72.

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

No comments

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

1. According to the stream determination conducted by Sue Homewood and Pilot Environmental Stream ID Report dated 7/8/2016, the 30-foot drainage easement at lot 69 needs to be changed to intermittent stream.

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

1. Remove proposed well sites on Lot 8 next to open space.

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

No comments

**Fire Marshal Comments: (Robert Carmon, 641-6538)**

1. Show temporary turnaround into PH 4 from PH 3.

**NCDOT Comments:** Ernie Wilson, 487-0100)

**MAJOR SUBDIVISION REVISION CASE #18-06-GCPL-03641: The Farm at Cedar Hollow, Phase 2 Revised.** Located 1,400 ft from the intersection of Cedar Hollow Rd and Carroll Jessup Pkwy in center Grove Township. Guilford County Tax Parcel #136402. The proposed revisions include the removal of Kimberly Jessup Court. (Hugh Creed Associates, Inc. P.A.).

**Planning Comments:** (Matt Talbott, 641-3591)

1. No "0" in parcel number
2. Case # 18-06-GCPL-03641
3. Need access easement to common area for PH 2 somewhere within lots 69-72.

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

No comment

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

1. According to the stream determination conducted by Sue Homewood and Pilot Environmental Stream ID Report dated 7/8/2016, the 30-foot drainage easement at lot 69 needs to be changed to intermittent stream.

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

**ADVISORY COMMENT:** If Open Space is used for Off-Site Septic Systems, PSLAME may affect well placement.

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

No comment

**ADVISORY COMMENT:** Need temporary turnaround for Phase 3

**Fire Marshal Comments:** (Robert Carmon, 641-6538)

No comment

**NCDOT Comments:** (Ernie Wilson, 487-0100)

No comment

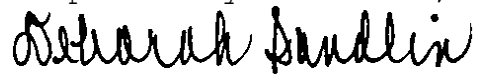
*John Nykamp motioned for Conditional Approval (CA) inclusive of comments; Bobby Carmon seconded. The motion carried unanimously.*

**Meeting Adjournment:**

*Bobby Carmon motioned for adjournment at 2:38 p.m.; William Dodson seconded. The vote was unanimous in favor of the motion.*

*The meeting adjourned at 2:38 pm.*

Respectfully submitted,

A handwritten signature in black ink that reads "Deborah Sandlin". The signature is written in a cursive, flowing style.

Deborah Sandlin  
Recording Secretary