



VILLAGE OF MARVIN

10004 New Town Road | Marvin, NC | 28173 | Tel: (704) 843-1680 | Fax: (704) 843-1660 | www.marvinnc.org

PLANNING BOARD MEETING MINUTES

January 19, 2021 – 6:30pm – Virtual Meeting

AGENDA ITEMS

1. Call to Order

Chairman Jones called the meeting to order at 6:30pm.

2. Determine Quorum

Chairman Jones determined a quorum was present.

Present: Chairman Jones

Present Virtually: Vice-Chair Cates, Paul Cappiello (*joined 6:36pm*), Malinda Daniel, Michael Lavelle, Kent Renner, Councilman Marcolese (Council Liaison)

Absent: Mark Petersen

Staff Present: Rohit Ammanamanchi, Austin W. Yow, Christina Amos (*by phone*)

3. Adoption of the Agenda

Chairman Jones requested to make the following changes:

- Add New #4 “Discussion of Possible Dates for Joint Meeting with Council”

MOTION: Vice-Chair Cates moved to adopt the agenda as amended. Malinda seconded the motion.

VOTE: The motion passed unanimously.

Paul Cappiello had not yet joined the meeting at the time of this vote.

4. Adoption of the Minutes for: 12/15/20

MOTION: Malinda Daniel moved to accept the minutes from 12/15/20 as presented. Kent Renner seconded the motion.

VOTE: The motion passed unanimously.

Paul Cappiello had not yet joined the meeting at the time of this vote.

5. Public Comment Period

No comments were given.

ITEMS OF DISCUSSION

TIME STAMP 3:40

1. Discussion and Review of New Village Hall-Design Review Board (Architecture, Elevations, Site Design, Landscaping, and Parking Interpretations)

Christina Amos, Village Manager, explained recent revisions to the Village Hall plans including, the location of handicap parking, the removal of stairs in the front of the building, and the rotation of the building to allow for expansion. The Planning Board discussed this item in-depth. The Board had concerns regarding the layout of the building and handicap accessibility from the parking lot side of the building.

The Board requested to schedule a special joint meeting with the Village Council on Wednesday, February 3, 2021 at 6:30pm to discuss Village Hall.

TIME STAMP 1:22:20

2. Discussion of Expiring Planning Board Member Terms & Statement of Economic Interest and Code of Ethics Forms

Austin W. Yow, Village Clerk & Assistant to the Manager, reminded Planning Board members that some of their terms expire soon and asked them to inform him if they wish to consider serving. He also reminded the whole Board that they need to complete and return their Statement of Economic Interest and Code of Ethics forms by April.

TIME STAMP 1:25:35

3. Discussion and Consideration of Revised Planning Board Rules of Procedure

Mr. Yow explained that proposed Rules of Procedure include changing references to the “Administrator” to “Manager,” as well as adding an age requirement of 18 years. This age requirement was previously adopted by the Village Council.

MOTION: Chairman Jones moved to adopt the revised Planning Board Rules of Procedure as presented. Vice-Chair Cates seconded the motion.

VOTE: The motion passed unanimously.

TIME STAMP 1:27:15

4. Discussion of Possible Dates for Joint Meeting with Council

Mr. Yow asked the Board to select a few dates to recommend to Council for a joint meeting of the Village Council and Planning Board. By unanimous consent, the Board agreed to use a Doodle poll to select a date.

TIME STAMP 1:31:10

5. Discussion of Conditional Use Permit Application #20-12571: 1117 Firethorne Club Drive, Pool in a Rear Yard that Abuts a Side Yard

Rohit Ammanamanchi, Planning & Zoning Administrator, explained that the proposed pool is approximately 50ft from the property line, exceeding the required setback. He also noted that the applicant will need to plant evergreens.

The Planning Board, by unanimous consent, allowed the applicant, Danielle Shealy, to speak. The Planning Board asked questions of the applicant regarding the existing trees.

MOTION: Vice-Chair Cates moved to recommend the application as submitted. Malinda Daniel seconded the motion.

VOTE: The motion passed unanimously.

TIME STAMP 1:43:00

6. Update on Planning Department Staff Changes (Planning Assistant and Code Enforcement)

Mr. Ammanamanchi informed the Board that the Village is hiring a part-time Planning Assistant and has recently outsourced Code Enforcement to the Centralina Council of Governments.

TIME STAMP 1:45:40

7. Discussion of 2021 Planning Board Priorities

Mr. Ammanamanchi reviewed the accomplishments of the Planning Board from the past year and asked the Board to consider their priorities for 2021.

TIME STAMP 1:57:10

8. Recap of the Previous Marvin Heritage District Strategic Plan Committee Meeting

Mr. Ammanamanchi explained that the Committee recommended a list of commercial uses to Council at their previous meeting. The Board discussed these uses in-depth. The Board requested to add tailor, pharmacy with post office, vet clinic (without boarding), ATMs within stores, cosmetic services (small sq feet, less than 1,200) to the list. *(See attached list of commercial uses, which is hereby incorporated as a reference into these minutes).*

MOTION: Chairman Jones moved to recommend the revised list of commercial uses. Michael Lavelle seconded the motion.

VOTE: The motion passed unanimously.

TIME STAMP 2:38:20

9. Discussion of Avention Apartment Complex Rezoning Proposal (Unincorporated Union County)

Mr. Ammanamanchi explained that there is a rezoning request for a 310-unit apartment complex near the intersection of New Town Road and Providence Road. He encouraged members of the Board to attend the public input meeting on the request scheduled for January 27 at 6:30pm.

AGENDA ITEMS

TIME STAMP 2:58:05

1. Review of Action Items

- Mr. Yow will recommend to Council to schedule a joint special meeting about Village Hall on February 3, 2021 at 6:30pm.

- Mr. Yow will send a Doodle poll to the Planning Board and Council to schedule a joint special meeting in early to mid-March.
- Mr. Ammanamanchi will present the revised list of commercial uses to the Council.
- The Planning Board will consider its priorities for 2021.
- The Planning Board will return their Statement of Economic Interest and Code of Ethics forms to Mr. Yow.

TIME STAMP 2:59:25

2. Board Member Comments

Chairman Jones: No comments.

Vice-Chair Cates: She stated that she regrets Mr. Cappiello choosing to not request to be reappointed to the Planning Board when his term expires.

Paul Cappiello: He stated he will not seek reappointment when his term expires in March. He thanked everyone for the good work completed together.

Malinda Daniel: No comments.

Michael Lavelle: No comments.

Kent Renner: No comments.

ADJOURNMENT

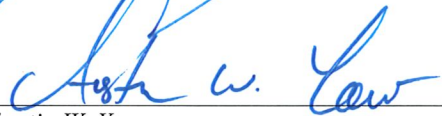
MOTION: Chairman Jones moved to adjourn the meeting at 9:35pm. Michael Lavelle seconded the motion.

VOTE: The motion passed unanimously.

Adopted: 2-16-21



 John Jones, Chairman



 Austin W. Yow
 Village Clerk & Assistant to the Manager
 Village of Marvin





VILLAGE OF MARVIN

10004 New Town Road | Marvin, NC | 28173 | Tel: (704) 843-1680 | Fax: (704) 843-1660 | www.marvinnc.org

TO: Planning Board
FROM: Rohit Ammanamanchi, Village Planner
SUBJECT: Marvin Heritage District, Strategic Plan Committee Recap
DATE: January 14, 2021

Before the November Meeting of the Marvin Heritage District Strategic Plan Committee, a survey was distributed which polled all committee members about which Commercial Uses could be considered (among other things). 7 out of 9 members responded to the survey, and below are the results to the commercial uses question.

- 1/7 Child Care
- 0/7 Hospital
- 0/7 Urgent Care
- 4/7 Medical Offices (e.g. Dentist)**
- 5/7 Professional Services (e.g. Lawyer)**
- 2/7 Tailoring Services
- 1/7 Laundry/Dry Cleaning
- 4/7 Art Gallery/Studio**
- 1/7 Cosmetic Services (e.g. Nail Salon)
- 4/7 Therapeutic Services (e.g. Spa)**
- 5/7 Fitness Studio (e.g. Yoga, Crossfit)**
- 2/7 Fitness Center (e.g. Gym)
- 1/7 Print and Copy Services (e.g. Kinkos)
- 3/7 Post Office
- 2/7 Financial Institution
- 1/7 Pharmacy without Convenience Store
- 0/7 Pharmacy with Convenience Store
- 2/7 Veterinary Clinic
- 3/7 Non-Public Office Rental Space
- 6/7 Restaurant, Dine-in**
- 0/7 Restaurant, Take-out only
- 6/7 Ice Cream, Coffee Shop, Café**
- 7/7 Restaurant serving alcohol**

- 3/7 Bar
- 6/7 Brewery, Microbrewery
- 2/7 Cornerstore (limited grocery and convenience sales)
- 7/7 Specialty food market (e.g. butcher, fish market)
- 5/7 Gourmet Grocery Store (e.g. Reid's, Trader Joes)
- 0/7 Regular Grocery Store (e.g. Publix, Harris Teeter)
- 5/7 Farmer's Market
- 0/7 Flea Market
- 1/7 Vitamin and Supplements Store
- 0/7 Cat Cafe
- 1/7 Plant Sales (e.g. Nursery)
- 2/7 Mobile Food Establishment
- 0/7 Movie Theater
- 2/7 Bed and Breakfast
- 0/7 Hotel
- 4/7 Maker Space/ Artisan Retail (i.e. Products sold are made in the store)
- 3/7 Music Lessons and Sales
- 6/7 Small Retail Sales (e.g. clothing, furniture) less than 3,000 s.f.
- 2/7 Medium Retail Sales between 3,000 s.f. and 5,000 s.f.
- 1/7 Large Retail Sales greater than 5,000 s.f.
- Other (1 entry): Space for kid and youth activities (coding, book clubs, science labs)

The uses voted for approval were those which received 4/7 or more and some uses which received 3/7, which were added to the uses allowed on a case-by-case basis,

Below is the list of uses that the Committee voted to recommend to Council:

- 4/7 Medical Offices (e.g. Dentist)
- 5/7 Professional Services (e.g. Lawyer)
- 4/7 Art Gallery/Studio
- 4/7 Therapeutic Services (e.g. Spa)
- 5/7 Fitness Studio (e.g. Yoga, Crossfit)
- 6/7 Restaurant, Dine-in
- 6/7 Ice Cream, Coffee Shop, Café
- 7/7 Restaurant serving alcohol
- 6/7 Brewery, Microbrewery (discussed in depth as different than a brew-pub or bar)
- 7/7 Specialty food market (e.g. butcher, fish market)
- 5/7 Gourmet Grocery Store (e.g. Reid's, Trader Joes)
- 5/7 Farmer's Market
- 4/7 Maker Space/ Artisan Retail (i.e. Products sold are made in the store)
- 6/7 Small Retail Sales (e.g. clothing, furniture) less than 3,000 s.f.
- 3/7 Non-Public Office Rental Space (Limit size to <1,500 s.f. space)
- 3/7 Music Lessons and Sales

Uses which received a 3/7 vote, were considered on a case-by-case basis:

- 3/7 Post Office (No)*
- 3/7 Non-Public Office Rental Space (Limit size to <1,500 s.f. space) (Yes)*
- 3/7 Bar (No)*
- 3/7 Music Lessons and Sales (Yes)*

Suggestion provided in the open-ended Comment:

(Planner's Note: This may be considered a Civic Use, not a Commercial Use, where Civic uses such as library, government building, museum, rec center, etc. were intended to be a separate list)

- Space for kid and youth activities (coding, book clubs, science labs)
-

Other topics discussed include DFI progress (Report expected Early February), Viewshed Buffers, Streetscape Elements, and Rear Buffers. The committee was asked to look at examples of what works and what doesn't and provide their input at the next meeting.

Action requested: Review the list of allowable commercial uses presented by the Committee, and provide any comments to Village Council to bear in mind when they consider the list.

