

**Planning Board Meeting –
May 18, 2015
Minutes**

Members Present: Harold Broadwell, Ruth Van der Grinten, Errol Briggerman, Larry Vaughan, Judy Silver, Billy Bryant, Ashley Anderson

Members Absent: Joseph Sparacia, Charles Kramer

Others Present: Commissioner Gray, Dr. Vardy

Staff Present: Planning Director David Bergmark, Planner Allison M. Rice

1. Meeting Called to Order

Mr. Broadwell called the meeting to order.

2. Welcome and Recognition of Guests

Mr. Broadwell welcomed Commissioner Gray

3. Chairman and Board Members' Comments

Ms. Van der Grinten said that she had attended the Grand Opening on Thursday night, and it was very nice. Mr. Broadwell said that it would be a good idea to revisit the commercial design standards allowed in the UDO, now that he could see the new designs for Family Dollar. There were no other comments by the Board.

4. Adjustment and Approval of Agenda.

Mr. Briggerman made a motion to approve the agenda. Ms. Silver seconded it. The motion passed unanimously.

5. Public Comments

There were no public comments.

6. Approval of Minutes

Ms. Van der Grinten made a motion to approve the minutes. Ms. Silver seconded it. The motion passed unanimously.

7. Discussion, Consideration, and Action on the Following Items:

Item 7A - Discussion and Action on a Zoning Map Amendment request to rezone 4.54 acres of land (excluding ROW) located at 2555 Wendell Boulevard from Manufacturing and Industrial (MI) to Highway Commercial (CH).

Mr. Bergmark said the Town of Wendell requested a change in zoning classification for approximately 4.54 acres of property within the parcel identified by PIN # 1784265206. This area was zoned Manufacturing and Industrial (MI) and was being requested to be rezoned to Highway Commercial (CH). The new property owner, Dr. Vardy, was in support of this request.

Mr. Bergmark said this property was located outside of the corporate limits of the Town of Wendell, but within the Town's extra territorial jurisdiction (ETJ). Dr. Mark Vardy acquired the property with the intent of opening a dual-use facility. The building would initially house indoor recreation, for activities such as softball batting practice. Dr. Vardy also planned to move his chiropractic office into the building as well. The prior tenant was Martin Manufacturing.

Mr. Bergmark said indoor recreation was a permitted use in both the Manufacturing and Industrial (MI) district, as well as the Highway Commercial (CH) zoning district. Medical offices, however, were not listed as permitted in the MI zoning district. Rather than consider the future medical office as a supplemental use to the indoor recreation, staff proposed to rezone the property Highway Commercial (CH), which permitted medical offices. The proposed rezoning district would be more in line with the Town's ultimate vision for this corridor, and would clearly settle any concerns over the medical office being moved to this location.

Statement of Plan Consistency and Reasonableness

Mr. Bergmark said any recommended change to the zoning map should be accompanied by a statement explaining how the change is consistent with the comprehensive plan, and is reasonable in nature. He said in staff's opinion, the requested zoning map amendment is consistent with the recommended uses and development types outlined in the Wendell Comprehensive Land Use Plan for the S-4 sector.

Mr. Vaughn made a motion to approve the proposal. Ms. Van der Grinten seconded the motion. The Board voted 6-1 to approve the rezoning, with Mr. Bryant abstaining.

Item 7B - Discussion and Action on Potential Text Amendments to Chapter 8 of the Unified Development Ordinance as it relates to Street Trees and Landscaping Requirements.

Mr. Bergmark said the proposed text amendments for consideration had been broken into three items addressing subdivision plantings, street trees, and buffers and screening.

Item # 1 – Subdivision Plantings

Mr. Bergmark said Municipalities varied significantly in what landscaping they required for new subdivisions. Some municipalities, such as Wake Forest and Knightdale required 'x' number of trees per 'x' number of square feet of the lot in order to ensure a minimum amount of tree coverage. For example, Knightdale required 1 canopy tree per 2000 square feet of the parcel, up to 20,000 square feet. Mr. Bergmark said other municipalities, such as Wendell and Cary, included provisions which required a minimum number of trees in the front yard and additional screening where rear yards abut one another. He said this type of rear yard planting helped create privacy for backyards facing one another. It also created an additional incentive for developers to implement alley-loaded lots into their development, as the rear yard plantings would not be required where alleys are present.

Mr. Bergmark said it had been brought to staff's attention that the current language for subdivision planting standards required clarification. For example, the current standard which required "one canopy tree per 50 feet of lot frontage" made it unclear whether there was a minimum of one tree required, or whether no trees were required until a lot reaches 50 feet wide. Additionally, developer representatives have suggested that the current size requirement for shrubs used to screen HVAC units was excessive. Mr. Bergmark said Staff agreed that the current standard could be reduced while still achieving the desired result. The proposed changes sought to clarify the intent of front yard

planting requirement, change the terminology used for front yard plantings to differentiate it from ‘street yards’, and reduce the gallon size requirement of shrubs intended to screen HVAC units from 7 gallons to 3 gallons.

Existing Language of the UDO

8.7 Subdivision Plantings

A. Applicability: Residential uses with front setbacks of 5 feet or more in a residential or mixed-use subdivision that includes more than five dwelling units. Foundation planting requirements shall apply to all residential development.

(Amended 9-26-11)

B. Required Planting:

1. A street yard planting of one canopy tree per 50 feet of lot frontage is required for single family dwellings with setbacks of 15 feet or more. The developer may choose a tree from the *Acceptable Plant Material* list (Appendix A), but a specific variety of tree should be used throughout the subdivision for consistency.
2. Required street trees (see Section 8.8) and/or existing trees over 4 inches DBH may be counted toward fulfillment of the street yard planting requirement above.
3. Where there are abutting rear yards, one tree and one shrub shall be planted for every 15 feet of rear property line of each lot.
4. Planted areas around cable boxes and HVAC units shall be provided with a minimum of four 7-gallon evergreen shrubs, unless some other opaque screening is provided, planted 5 feet on center surrounding the box/unit.
5. Foundation Plantings: Foundation plantings are required at a rate of one shrub per 5 linear feet of dwelling frontage.

Proposed Language: (Changed text highlighted)

8.7 Subdivision Plantings

A. Applicability: Residential uses with front setbacks of 5 feet or more in a residential or mixed-use subdivision that includes more than five dwelling units. Foundation planting requirements shall apply to all residential development.

(Amended 9-26-11)

B. Required Planting:

1. A front yard planting shall be required for single family dwellings with setbacks of 15 feet or more. Front yard plantings shall be located within the front yard of the property boundary and do not remove the requirement for street tree plantings within the right-of-way. The developer may choose a tree from the Acceptable Plant Material List (Appendix A). The type of front yard planting required shall vary according to the lot width as follows:
 - a. 0 – 49 feet: 1 understory or ornamental tree required.
 - b. 50 – 99 feet: 1 canopy tree required
 - c. 100+ feet: 1 canopy tree required per 50 feet of lot width
2. Required street trees (see Section 8.8) and/or existing trees over 4 inches DBH may be counted toward fulfillment of the front yard planting requirement above.
3. Where there are abutting rear yards, one tree and one shrub shall be planted on each lot for every 15 feet of rear property line. Existing vegetation may be used towards satisfying this requirement.
4. Planted areas around cable boxes and HVAC units shall be provided with a minimum of four 3-gallon evergreen shrubs, unless some other opaque screening is provided, planted 5 feet on center surrounding the box/unit. Shrubs shall have a minimum planted height of 18 inches (1.5 ft).
5. **Foundation Plantings:** Foundation plantings are required at a rate of one shrub per 5 linear feet of dwelling frontage. Multi-family uses shall install foundation plantings along the foundation of all street facing sides, whether public or private, with the exception of rear alleys.

Ms. Van der Grinten said that she liked that staff included a height requirement for the shrubs as well as the gallon size. Mr. Vaughan said that he would like to work on this proposal over a 2 month period. He said there were lots of problems with the language written, with misspellings and botanical names. He said he would like to meet with Mr. Bergmark over the next month and come back to the Planning Board. He said he would still like the rest of the Board to discuss the proposal so he could learn how the rest of the Board felt. Mr. Vaughan said he had no problem with reducing the required size of the plant material, that the type of material planted was more important than its size when it is planted. He said there were other things he would like to look in to.

Mr. Bergmark asked if Mr. Vaughan was referring to the street trees or the subdivision plantings as well. Mr. Vaughan said he was talking about both. He said there was a rich vocabulary of canopy trees, and the proposal was leaving out some that he would like to see included. Mr. Broadwell asked if Mr. Vaughan saw any problems that prevented the Board from acting on changes to Section 8.7 alone. Mr. Vaughan said he had no problem with the Board approving changes to Item 1.

Mr. Briggerman made a motion to approve the new language to Item 1. Ms. Silver seconded the motion. The motion passed unanimously.

Item #2 - Street Trees

Mr. Bergmark said street trees were trees planted along the road within the road right-of-way, between the sidewalk and the curb. The UDO currently required street trees to be planted along streets for new subdivisions and commercial development. He said along NCDOT streets, trees could

be planted outside of the right-of-way where encroachments could be obtained from DOT. Current standards required the planting strips between the curb and sidewalk to be 6 feet wide for understory street trees and 10 feet wide for canopy street trees. Mr. Bergmark said Canopy trees were planted 40 feet on center and understory trees were planted 20 feet on center. Understory trees were only permitted where overhead utilities present a conflict for canopy trees. In all new development, overhead utilities were not allowed.

Mr. Bergmark said Wendell had very few existing street trees planted between the sidewalk and the curb, with the most notable ones along Wendell Boulevard. For reference, the planting strip in front of Wendell Elementary was generally 5 ½ feet wide.

Mr. Bergmark said based on research conducted by staff, there was no established standard for the types of street trees allowed or the required width of the planting strip used to accommodate street trees. Even within the same part of the country where similar trees may be grown, permitted street trees varied widely. He said the same tree may be required to have a 3 foot planting strip by one municipality and an 8 foot planting strip by another. Some of these differences could be explained by varying installation standards.

Mr. Bergmark said both Raleigh and Wake Forest required a minimum planting strip width of 6 feet for all street tree types. This was the current standard used by Wendell for understory trees. For this reason, staff suggested keeping 6 feet as the minimum planting strip width for understory trees. However, in staff's opinion, the current requirement for a 10 foot planting strip for canopy trees is not necessary for the vast majority of canopy trees and was inconsistent with typical standards used by other municipalities.

Mr. Bergmark said Wendell's UDO did not currently contain a list of approved street trees. The purpose of the proposed amendments is to include a list of approved street trees, as well as consider amending the width requirement of the planting strip for canopy trees from 10 feet to 8 feet and the spacing requirement for understory trees from 20 feet to 25 feet. He said in creating the approved street tree list, staff purposefully left out some larger canopy trees that may require more space than the suggested standard could accommodate. Staff also removed trees that would be likely to create a nuisance due to fruit, odor, or dropping acorns.

Mr. Bergmark said notably, the proposed changes would also allow developers to choose between using canopy trees vs. understory trees, rather than requiring canopy trees except when overhead utilities conflicts exist. If the Town felt strongly that canopy trees should be required, this option could be removed. The approved street tree list could be included as 'Appendix F' within the UDO. An example of how Appendix F would read is included as Attachment B.

Mr. Bergmark said the UDO did include a provision for alternative means of compliance for landscape plans. So, if a developer wanted to propose a landscaping plan that did not match the UDO's standards precisely, his proposal could be reviewed and approved by the administrator.

Proposed Changes: (Deletions shown with strikethrough. Additions are highlighted)

8.8 Street Tree Plantings

Trees shall be planted in the right-of-way in planting strips or in tree wells, as indicated in the table below. Spacing of trees should allow for a clear view of buildings and land uses.

Zoning Districts	OSC	RA	RR, R2 R3, R4	R7 NC	CMX CC	DMX	CH, MH, MHO, M&I, TND, GO
Street Tree Requirements	n/a	n/a	Planting strip	Planting strip	Planting strip or tree wells	Planting strip or tree wells	Planting strip or tree wells

(Amended 9-26-11)

A. Applicability:

1. Street trees shall be planted in the right-of-way, between the street and the sidewalk, in all zoning districts except in OSC, RA districts, where no street trees are required. This requirement shall apply to newly constructed streets and as feasible on existing or reconstructed streets, as determined by the TRC.
2. Where sidewalk is only required on one side of the street, street trees shall be planted at the same intervals and the same distance from the curb on both sides of the street.
3. Where specific cross-sections or streetscape plans have been developed as part of an adopted corridor or small area plan, the required plantings shall adhere to said plan.

B. Planting strips shall have a minimum width of 6 feet for understory trees or 40 ~~8~~ feet for canopy trees. See Appendix F for an approved street tree list, which includes spacing and planting strip width requirements. Planting strips are permitted and encouraged to be designed as bio-swales (rain gardens) to substitute for conventional piped storm drainage.

C. In mixed-use districts along street frontages that contain ground floor retail uses and on-street parking, or where specified on an adopted area plan, trees shall be planted in tree wells. Tree wells shall provide an adequate root aeration zone around the base of a tree. Tree grates or ground cover shall cover the exposed area of soil and protect this zone. The wells shall be a minimum of 5 feet square.

D. Planting strips shall not be required in alleys.

E. Street trees shall be planted as canopy trees ~~and~~ installed at an average distance of 40 feet on-center or alternatively, as understory trees installed at an average distance of 25 feet on-center. ~~Where overhead utilities exist prior to development, understory trees may be substituted, installed at an average distance of 20 feet on center.~~

F. Street trees shall be placed at least 8 feet from light poles and 10 feet from electrical transformers in order to allow these utilities to be safely serviced.

G. Along State-maintained roads, plantings shall comply with NCDOT standards.

H. Where conflicts exist which prevent required street trees from being installed within the road right-of-way, the required plantings shall be installed on private property parallel to the road as a Street Yard instead.

I. Appendix F includes approved street tree species.

Ms. Van der Grinten asked why the requirements for distance for street trees moved from 20 feet to 25 feet. Mr. Bergmark said it came out of a desire to be accommodating. Ms. Van der Grinten asked what was considered an understory tree. Mr. Bergmark that the Town's definition for understory tree generally applies to any tree that will be 35 feet high or less at maturity. Ms. Van der Grinten said she was a little confused about Mr. Vaughan's concerns, and asked if he was concerned about the list of street trees. Mr. Vaughan said as he indicated earlier, there was a rich vocabulary of plant material, and the plant material listed was short at that point. He said he would like to meet with Mr. Bergmark about some suggestions he could make before coming back to the Board. Mr. Vaughan said he had more homework to do. Ms. Van der Grinten asked if Mr. Vaughan only wanted to make suggestions for the list of approved street trees. Mr. Vaughan said yes. Mr. Broadwell asked, for clarification, if Mr. Vaughan's issues were with Appendix F. Mr. Vaughan said yes, he wanted to make suggestions for the list of approved street trees. He said that he also had concerns about the width requirement of

the planting strip. He asked Mr. Bergmark if he was willing to make the planting strip 8 feet overall, regardless of the type of tree planted. Mr. Vaughan said the rule would be simplified that way.

Mr. Bergmark said that developers would generally plant understory trees because they would like to reduce the width of the planting strip rather than because they liked the trees better. Mr. Bergmark said that if they were to require 8 feet for both, he would recommend requiring canopy trees and not allowing understory trees. He said the reason for the change was to give developers flexibility to develop a more community-oriented streetscape with homes closer to the streets.

Mr. Broadwell asked if Appendix F's list of approved street trees was a comprehensive list, and if developers could submit additional trees for approval. Mr. Bergmark said that was correct. Mr. Briggerman asked if the approved list primarily favored low-maintenance trees with few seeds and smells. Mr. Bergmark said that was correct.

Mr. Briggerman asked who took responsibility of the street tree if it was planted behind the sidewalk instead of in the planting strip. Mr. Bergmark said the right-of-way could be extended past the sidewalk so that the tree would be included in the right-of-way. Mr. Bergmark said the main argument for planting the tree on the other side of the sidewalk was to give the tree more room to grow. He said that was the reason why staff recommended a larger planting strip.

Ms. Van der Grinten asked if developers could plant more than the required 25 feet of street trees. She said she didn't see the point of reducing the street tree distance. Mr. Bergmark said that it depended on the type of tree, and that it wouldn't bother him to keep that requirement the same. Mr. Broadwell said that trees bring a lot more work to public works for maintenance and cleaning. Mr. Bergmark said that was true, but that they were important to add character to a town, Mr. Briggerman said they increase property values.

Mr. Bryant said that the list was too long in his opinion. He said that he would also recommend a minimum of 8 feet for planting strips to allow of root growth. He also agreed that there should be one standard planting strip width. Mr. Bryant said he would like staff to come back with more information. He said he would also like to make sure that the correct type of tree was planted in the correct place, which Mr. Vaughan would be able to help with.

Mr. Bryant asked if any language was included to prohibit developers from changing the type of trees within a block. Mr. Bergmark said he would have no objection to including language to that affect.

Mr. Vaughan made a motion to table the discussion for Item 2 until the Board meets the next month. Ms. Van der Grinten seconded it. The motion passed unanimously.

Item #3 – Buffers and Screening (Additions are highlighted)

Mr. Bergmark said buffer yards were planting areas located parallel to the side and rear lot lines designed to separate incompatible adjacent uses and provide privacy and protection against potential adverse impacts of an adjoining incompatible use or zoning district. He said in general, buffer requirements between adjoining uses were based on the zoning district of the proposed development and the zoning district of the adjacent parcels. He said generally these buffer requirements focused on the zoning district a use is located in, rather than the use itself. However, current standards did include a provision which read, "Where a more intense proposed use abuts an existing single family residential use within any zoning category, a Type B buffer yard shall be required". Yet, this

language was not reflected in the following buffer chart. To make it clear that this standard did apply and was not in conflict with the buffer chart, staff suggests making this section a separate paragraph and amending the text to read as follows:

Proposed Amendment:

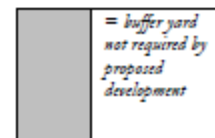
“Notwithstanding the following chart, where a more intense proposed use abuts an existing single family residential use within any zoning category, a minimum of a Type B buffer yard shall be required. This provision shall not negate the requirement for Type A buffer yards to be installed where required by this section”

		Adjacent Zoning District					
		OSC, RA, RR R2, R3 R4	R7 NC	CMX TND CC	DMX	MH CH	M&I
District of Proposed Development	OSC, RA, RR R2, R3 R4		C ¹	B ¹	B ¹	A ¹	A ¹
	R7 ² NC ³	C					
	CMX ³ TND ³ CC ³	B	C				
	DMX ³	C	C				
	MH CH	A	B	B	C		
	M&I	A	A	A	B	B	

¹ Only required where adjacent, more intense use is pre-existing and no equivalent buffer is provided on the adjacent property

² Only multifamily dwellings shall be required to provide buffers

³ Only multifamily and non-residential uses shall provide buffers between less intense adjacent uses



Tree Board Recommendation:

Mr. Bergmark said on April 28th, staff presented the proposed amendment for street tree plantings to the Tree Board. Three members of the Tree Board were in attendance. The Tree Board recommended moving the street trees behind the sidewalk (between the sidewalk and the house), requiring canopy trees only, and suggested including more native canopy tree species such as oaks and yellow poplars. Placing the trees behind the sidewalk allowed more room for the tree to grow, but also reduced its presence on the street. He said typically street trees were placed between the curb and sidewalk. However, some municipalities such as Knightdale and Apex do place them between the sidewalk and the house (within the right-of-way). He said this decision was usually driven by the desire to reduce the chance of tree roots impacting the road.

Staff Recommendation:

Mr. Bergmark said staff recommended approval of the proposed text amendments. He said in staff's opinion, the proposed standards provide sufficient room for street trees to grow, while maintaining a strong presence on the street. The proposed street tree changes also provided more flexibility for developers by allowing them to choose between canopy trees or understory trees. Canopy trees would still be required in the front yard of lots 50 feet or wider.

Statement of Plan Consistency and Reasonableness

Any recommended change, if deemed necessary, should be accompanied by a statement explaining how the change is consistent with the comprehensive plan, and is reasonable in nature. Such statements could refer to the general principles of the Comprehensive Plan, including but not limited to:

- Principle Number 1: "Preserve the small-town feel and historic character of the community"
- Principle Number 5: "Promote Wendell's attractiveness to business and people of all walks of life. Emphasize the strengths of the Town's diverse population."
- Principle Number 9: "Protect and preserve Wendell's natural resources and amenities, including its streams, lakes, wetlands, and hardwood forests while balancing private property rights."

Ms. Van der Grinten made a motion to approve Item 3. Mr. Briggerman seconded it. The motion passed unanimously.

Item 7C - Discussion and Action on Potential Text Amendments to Chapter 8 and Chapter 19 of the Unified Development Ordinance as they relate to Outdoor Storage Uses.

Mr. Bergmark said currently, Outdoor Storage as a Primary Use was permitted in the Residential Agricultural (RA), Highway Commercial (CH), and Manufacturing and Industrial (MI) zoning districts. In the MI district, new development was required to provide a Type A or Type B buffer if adjacent to any district other than MI. However, no buffer was required for development occurring in the RA district. In the CH zoning district, no buffer was required if adjacent to another CH or MI zoning district. He said this meant current standards would permit an outdoor storage use to locate directly next to Knott Square, with no buffer. An outdoor storage use could also locate in the RA zoning district next to an existing subdivision with no buffer.

Mr. Bergmark said Chapter 19 of the UDO currently contained no definition for 'outdoor storage as a primary use'. A definition should be added to clarify what qualifies as an outdoor storage use and to help explain when any additional standards would apply.

Mr. Bergmark said the old zoning code had multiple uses that could include outdoor storage, but did not include a single use for 'outdoor storage as a primary use'. For example, in the old zoning code, Automobile Storage was a use which required a SUP in the MI district. Lumber and Building Supply sales (outdoor storage) required a SUP in the CH and MI districts. Landscape, Lawn, and Garden sales and service required a SUP in the RA and CH zoning districts, and was permitted outright in the MI district. Junk or Salvage yards were not included in any district.

Proposed Text Amendments:

Mr. Bergmark said staff proposed to make 'Outdoor Storage as a Primary Use' permitted with additional Standards (PS) in the same zoning districts it was currently permitted outright. Staff also suggested adding a definition for this use, similar to Wake Forest's definition. He said this definition would make it clear that vehicle sale uses did not qualify, and thus were not required to buffer their

product from view. Included below is the draft language for Chapter 3 (Supplemental Use Standards) and Chapter 19 (Definitions)

Chapter 3 Amendments

LL. Storage – Outdoor as a Primary Use (RA, CH, MI)

1. All outdoor storage uses, with the exception of plant nurseries, shall be required to install a Type B buffer between the use and any public right-of-way or adjacent property (unless the adjacent property is zoned MI). Plant nurseries shall adhere to all landscaping and buffer standards contained in Chapter 8 of the UDO. This provision shall not negate the requirement for a higher classification of buffer to be installed where called for by Chapter 8 of the UDO.
2. Where the outdoor storage use includes a primary structure on site, the outdoor storage yard shall also be enclosed by an opaque fence or wall, and shall be restricted to the rear yard.
3. No outdoor storage yard shall encroach into the required front setback.

Chapter 19 Amendments

Storage – Outdoor as a Primary Use – The storage of material for a period greater than 48 hours, including items for sale, lease, processing and repair (excluding vehicles for sale) outside the principal or accessory buildings on a property as a primary use. This definition includes such uses as outdoor building supply storage, equipment storage, plant nurseries, and landscaping and garden centers, but does not include junk or salvage yards.

Staff Recommendation:

Mr. Bergmark said staff recommended approval of the proposed text amendments. In staff's opinion, the current language of the UDO provided insufficient protection for uses adjacent to outdoor storage uses. Additionally, existing language did not specify what qualified as an outdoor storage use.

Statement of Plan Consistency and Reasonableness

Any recommended change, if deemed necessary, should be accompanied by a statement explaining how the change is consistent with the comprehensive plan, and is reasonable in nature. Such statements could refer to the general principles of the Comprehensive Plan, including but not limited to:

- Principle Number 1: "Preserve the small-town feel and historic character of the community"
- Principle Number 5: "Promote Wendell's attractiveness to business and people of all walks of life. Emphasize the strengths of the Town's diverse population."

Ms. Van der Grinten made a motion to approve the changes. Ms. Silver seconded the motion. The motion passed unanimously.

Item 7D – Introduction to an Updated Transportation Plan for Wendell.

Mr. Bergmark said in preparation of the FY14-15 budget, Mike Surasky of AMT developed a proposal for updating the Town's various transportation plans. The scope of work created by Mr. Surasky included changes and updates to the Town's Collector Street Plan, Thoroughfare Plan, and Unified Development Ordinance. The purpose of the new Arterial and Collector Street Plan (ACS) would be to provide citizens, the development community and government staff with an easy-to-understand and rational document to guide arterial and collector street location and design.

Mr. Bergmark said the Town's existing Collector Street Plan was adopted in November of 2006, and incorporated into the Town's Comprehensive Plan in 2007. However, it has not been updated since that date. Since that time, changes in regional transportation plans and actual development patterns have made updates to the town's transportation plans necessary. He said additionally, the Collector Street Plan and the UDO fail to identify what the ultimate right-of-way should be for those roads identified.

Mr. Bergmark said the UDO did include typical cross-sections for different road types, but did not assign those classifications to the roads within the plan. Without this information, staff was unable to inform developers how much right-of-way dedication was required, or what resulting road improvements were necessary. As a result of current regulations, the Town had only required 90 feet of right-of-way to be dedicated in many areas where 100 or 110 feet was needed to construct the appropriate 2 cross-section. This was also partly due to the increased demand for pedestrian and bicycle facilities.

Mr. Bergmark said one key element to the Arterial and Collector Street Plan would be to assign roadway classifications to all existing and future road connections in the Town's jurisdiction. AMT would also evaluate all relevant regional transportation plans, such as CAMPO's Metropolitan Transportation Plan (MTP) and the Northeast Area Study, to ensure that any long-range regional projects were incorporated into the Town's plan. He said the plan would include clear standards for when infrastructure improvements were required, how they were implemented, and who the responsible parties were. Finally, the Arterial and Collector Street Plan would include a specific corridor study of Wendell Falls Parkway, as well as a priority list of projects for the Town to pursue through grant opportunities.

Mr. Bergmark said on February 23, 2015 the Town Board voted to allocate funding within this year's budget for the preparation of an updated transportation plan. In order to complete the majority of work during this fiscal year, an accelerated schedule was created, with adoption of the plan scheduled for July or August. He said at tonight's meeting, the Planning Board was asked to receive preliminary information on the plan, which was still under development. He said Mike Surasky of AMT would be present at the June Planning Board meeting, where the Planning Board would receive the complete plan and will be asked to provide a recommendation. Mr. Bergmark said a separate information session will be held for the public prior to the Town Board's public hearing.

Mr. Bergmark said a fourteen page memo (Attachment B) developed by Mike Surasky summarized the results of AMT's external literature review of regional and adjacent municipal transportation plans. One of the objectives of Wendell's plan update was to create a functional classification plan, similar to the Knightdale example shown on page 8 of Attachment B. Attachment C included the existing Collector Street Plan map. He said the version attached included staff comments regarding some of the required updates. Mr. Bergmark said AMT was in the process of updating this map, which would include removing outdated or unnecessary connections, realigning roads where necessary, and proposing new connections where needed.

Mr. Bergmark said new roads to be shown on the future Arterial and Collector Street Plan map would be required to be dedicated and constructed and the time of development. Any new connection through already developed property would require negotiations between the Town (or State) and the property owner.

8. Adjourn to Next Regularly Scheduled Meeting

Ms. Silver made a motion to adjourn. Ms. Van der Grinten seconded it. The motion passed unanimously.