

**JACKSONVILLE PLANNING ADVISORY BOARD
REGULAR MEETING AGENDA
January 9, 2017 6:00 P.M.**

**COUNCIL CHAMBERS
JACKSONVILLE CITY HALL**

- I. CALL TO ORDER**
- II. PLEDGE OF ALLEGIANCE**
- III. INVOCATION**
- IV. APPROVAL OF THE AGENDA**
- V. REVIEW & APPROVAL OF THE MINUTES**
Regular Meeting – November 14, 2016
- VI. CITY COUNCIL UPDATE – Councilman Robert Warden**
- VII. OLD BUSINESS - None**
- VIII. NEW BUSINESS**
 - A. Onslow Community Outreach – 1210 Hargett Street -Type III Site Plan with approved Special Use Permit
 - B. Unified Development Ordinance Text Amendment – Amendment to Article 4: Uses Standards, Section 4.1: Use Table, Subsection B: Use Table to allow dwelling, single-family detached in the RMF-HD zoning district
 - C. 2017 City Council Summit with the Boards & Commissions – Challenge to the Board
 - D. Downtown Mural Program Presentation & Discussion
- IX. REPORTS**
 - A. Planning & Permitting Administrator
 - B. Development Services Director
- X. ADJOURNMENT**

**JACKSONVILLE PLANNING ADVISORY BOARD
REGULAR MEETING AGENDA
November 14, 2016, 6:00 p.m.**

**COUNCIL CHAMBERS
JACKSONVILLE CITY HALL**

Present: Homer Spring, Al Keyes, Jim Dorn, Suzanne Nelson, and Albert Burgess.
Absent: Doug Lesan, Theresa VanderVere, and Thomasine Moore.

Others Present: Bob Warden, Reginald Goodson, Ryan King, and Jeremy Smith.

I. [CALL TO ORDER](#)

The regularly scheduled Jacksonville Planning Advisory Board meeting was called to order by Vice Chairman Homer Spring at 6:00 pm on Monday, November 14, 2016 in Council Chambers at Jacksonville City Hall.

II. [PLEDGE OF ALLEGIANCE](#)

Suzanne Nelson led the Board in reciting the Pledge of Allegiance.

III. [INVOCATION](#)

Al Keyes gave the invocation.

IV. [APPROVAL OF THE AGENDA](#)

Jim Dorn moved to approve the agenda as presented. Albert Burgess seconded the motion.

The motion to approve the agenda as presented was unanimously approved by the Board Members present.

V. [REVIEW & APPROVAL OF THE MINUTES](#)
[Regular Meeting - October 10, 2016](#)

Albert Burgess moved to approve the minutes as presented. Jim Dorn seconded the motion.

The motion to approve the minutes as presented was unanimously approved by the Board Members present.

VI. [CITY COUNCIL UPDATE – Councilman Robert Warden](#)

Councilman Warden gave a report.

VII. [OLD BUSINESS - None](#)

There was no old business.

VIII. [NEW BUSINESS](#)

A. [Type III Site Plan with approved Special Use Permit - Sturgeon City Civic and Environmental Education Center - 50 Court Street Building 100](#)

The City of Jacksonville has submitted a Type III Site Plan with approved Special Use Permit application for a proposed 12,790 square foot building that would be home to a Civic and Environmental Education Center, or any other community center and cultural facility as requested.

The 27.02 acre development site is located at 50 Court Street, Unit 100 and zoned Downtown Business (DTB). The Special Use Permit and site plan was approved on June 18, 2013. Since that time, building permits were never submitted and thus the site plan expired. The property is located within the City limits and zoned Downtown Business (DTB). Townhomes are found along the southern border, zoned Residential Multifamily - High Density (RMF-HD); Vacant property across Court Street zoned Residential Multifamily - Low Density (RMF-LD) to the west; Single family homes and vacant property across Loyola Drive to the north zoned Residential Single Family - 5 (RSF-6); and along the eastern border is the New River and open space/park.

Per Article 5.1 of the Unified Development Ordinance (UDO), on site parking is not required within the DTB Zoning district; however, the site plan identifies 97 off street parking spaces proposed.

City staff recommends the Planning Advisory Board move to approve the Type III Site Plan with approved Special Use Permit.

Mr. Keyes asked if this was just a renewal of something previously approved. Mr. Smith said yes. There are no changes and still meets the city standards. Mr. Spring asked if this plan was the same as before. Mr. Smith said it is the same layout and plan. Mr. King explained the process of previous approval, extension, etc. Mr. Keyes asked if there was an environmental concern at this location. Mr. King said he knew of an environmental concern delay but wasn't sure if it is where the building sits, but possibly the somewhere on that 30 acres. Mr. Keyes stated it is in the area of the parking lot.

Albert Burgess moved to approve the Type III Site Plan with approved Special Use Permit. Suzanne Nelson seconded the motion.

The motion to approve the Type III Site Plan with approved Special Use Permit was unanimously approved by the Board Members present.

IX. [REPORTS](#)

A. [Planning & Permitting Administrator](#)

Ryan King gave a report.

B. [Development Services Director](#)

Reginald Goodson gave a report.

X. [ADJOURNMENT](#)

Jim Dorn moved to adjourn at 6:45 pm. Al Keyes seconded the motion.

The motion to adjourn at 6:45 pm was unanimously approved by the Board Members present.

Adopted this 13th day of December, 2016 for the 14th day of November, 2016.

Doug Lesan, Chairman

ATTEST:

Pamela Ramsey
Permitting Specialist Supervisor



Request for Planning Advisory Board Recommendation

Agenda Item:	A
Date:	1/9/2017

Subject: Type III Site Plan with approved Special Use Permit – Onslow
Community Outreach – 1210 Hargett Street

Department: Development Services

Presented by: Jeremy B. Smith, Senior Planner

Issue Statement

Onslow Community Outreach, Inc. has submitted a Type III Site Plan with approved Special Use Permit application for a proposed facility that will include a homeless shelter to occupy an existing 27,196 square foot building (former Piggly Wiggly) at the corner of Hargett Street and Richards Drive. The 2.79 acre site is located at 1210 Hargett Street, zoned Corridor Commercial (CC). The proposed facility will be home to the Onslow Community Outreach Administrative Offices, Christmas Cheer, the Soup Kitchen along with an area for a Homeless Shelter. Per Article 4 of the Unified Development Ordinance, homeless shelters require a Special Use Permit within this zoning district and due to the proximity of a residential zoning district. The Special Use Permit was approved April 21, 2015.

Financial Impact

None

Action Needed

Recommendation on the Site Plan

Recommendation

City staff recommends the Planning Advisory Board move to approve the Type III Site Plan with approved Special Use Permit.

Exhibits:

- A Zoning and Land Use Map
- B Site Plan



Staff Report

Type III Site Plan with approved Special Use Permit – Onslow Community Outreach – 1210 Hargett Street

Introduction

Onslow Community Outreach, Inc. has submitted a Type III Site Plan with approved Special Use Permit application for a proposed facility that will include a homeless shelter to occupy an existing 27,196 square foot building (former Piggly Wiggly) at the corner of Hargett Street and Richards Drive. The 2.79 acre site is located at 1210 Hargett Street, zoned Corridor Commercial (CC). The proposed facility will be home to the Onslow Community Outreach Administrative Offices, Christmas Cheer, the Soup Kitchen along with an area for a Homeless Shelter. Per Article 4 of the Unified Development Ordinance, homeless shelters require a Special Use Permit within this zoning district and due to the proximity of a residential zoning district. The Special Use Permit was approved April 21, 2015.

The proposed development is within the City limits and as proposed would not impact the City's Sewer Allocation Policy.

Procedural History

- On March 5, 2015 Onslow Community Outreach, Inc. submitted an application for a Special Use Permit.
- On April 13, 2015 the Planning Advisory Board recommended approval.
- On April 21, 2015, City Council approved the Special Use Permit.
- Since the April 21, 2015 Onslow Community Outreach, Inc., installed many site plan improvements, prior to the improvements being "required".
- On October 10, 2016 Onslow Community Outreach submitted an application for Type III Site Plan with approved Special Use Permit.
- On January 9, 2017 the Planning Advisory Board will consider recommendation on this request.
- On January 17, 2017 the City Council will consider this request.

Stakeholders

- Onslow Community Outreach, Inc. – Applicant/Developer/Prospective Buyer
- John L. Pierce & Associates – Design Professional
- Onslow Community Outreach, Inc – Land Owner

Land Use Assessment

The subject parcel is designated as Neighborhood Commercial (NC) by the CAMA future land use map. Properties to the North and West, are also designated NC by the CAMA future land use map. The CAMA Land Use Plan identifies the properties to the South and East as High Density Residential (HDR). HDR consists of high-density residential structures and mixed use structures with commercial and service establishments on the lower floors. HDR areas shall be located within downtown and adjacent to Regional Commercial centers. Neighborhood Commercial provides small areas for office and professional services combined with limited retail uses, designed in scale with surrounding residential uses. Land allocated to NC uses shall have access to a thoroughfare and be integrated with the adjacent residential uses. The proposed use is consistent with the Neighborhood Commercial CAMA designation.

Zoning Assessment

The proposed development is located within the City limits and is zoned Commercial Corridor (CC). The site is bordered to the West and the North, across Hargett Street, by commercial shopping center zoned CC. The properties to the South and East are residences zoned Residential Multifamily High Density (RMF-HD).

Parking Assessment

Per Article 5: Development Standards, Section 5.1: Off-Street Parking, Loading, and Circulation of the Unified Development Ordinance (UDO), the proposed use is not specifically identified in Table 5.1.1 Minimum Off-Street Parking Standards and has a variable parking demand characteristic which make it difficult to establish a single off-street parking or loading standard. Accordingly, the Development Services Director is tasked with determining the amount of required parking in these instances. As such, a parking requirement of 1 space per every 300 square feet for the proposed facility has been established. Therefore this development is required to provide 91 parking spaces. The UDO currently allows developments to have up 150% of the required parking spaces, making the total allowed spaces for this project to be 136. The use plan identifies 103 proposed parking spaces.

Use Specific Standards Assessment

Homeless Shelters:

A homeless shelter shall be located a minimum of 1,000 feet from:

- (1) Another Facility;
- (2) Pre-school, daycare or similar facility; and
- (3) Residential Zoning Districts

A special use permit for a homeless was approved on April 21, 2015.

Options

- A.** Approve the Type III Site Plan with approved Special Use Permit as presented.
 - Pros: The site meets all applicable City Standards and conditions of the Special Use Permit **(RECOMMENDED)**
 - Cons: None.

- B.** Deny the Type III Site Plan with approved Special Use Permit request.
 - Pros: None
 - Cons: Would impact the mission of Onslow County Community Outreach, Inc. and invalidate the Special Use Permit which was approved conditioned on submission of Site Plan for City Council approval within 18 months.

- C.** Defer Consideration of the request.
 - Pros: Deferral would allow staff sufficient time to address any concerns that Planning Advisory Board may have.
 - Cons: Deferral would cause unexpected delays for the applicant.

1210 Hargett Street



New River Shopping Center
CC

New River Apartments
CC

Goshan Medical
CC

**Project
Site**

Barber/Beauty Shop
CC

New River Apartments
CC

Church
CC

Disclaimer: This Map is intended to use for planning purposes only. City of Jacksonville or its individual departments are not liable for any data inaccuracies. Once again this map should not be used for any legal boundary determinations and data displayed on this map is collected from various different sources.



1 inch = 119 feet
11 of 24

Exhibit

A

Legend



Request for Planning Advisory Board Recommendation

Agenda	B
Item:	
Date:	1/9/2017

Subject: Unified Development Ordinance Text Amendment – Amendment to Article 4: Uses Standards, Section 4.1: Use Table, Subsection B: Use Table to allow dwelling, single-family detached in the RMF-HD zoning district

Department: Development Services

Presented by: Jeremy B. Smith, Senior Planner

Issue Statement

Staff has initiated a Unified Development Ordinance (UDO) text amendment that adds dwelling, single-family detached as a permitted use in the Residential Multi-Family – High Density (RMF-HD) zoning district. Staff believes dwelling, single-family detached should have been allowed with the original adoption of the UDO as the description and standards for the RMF-HD include those for dwelling, single-family detached.

Financial Impact

None

Action Needed

Consideration of the Zoning Text Amendment

Recommendation

Staff advise the Planning Board move to recommend approval of the zoning text amendment found in Attachment A. This text advances the public interest by creating more development opportunities and reducing nonconformities throughout the city.

Attachments:

- A Proposed Zoning Text Amendment Ordinance



Staff Assessment

Agenda Item:	B
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Unified Development Ordinance Text Amendment – Amendment to Article 4: Uses Standards, Section 4.1: Use Table, Subsection B: Use Table to allow dwelling, single-family detached in the RMF-HD zoning district

Introduction

Staff has initiated a Unified Development Ordinance (UDO) text amendment that adds dwelling, single-family detached as a permitted use in the Residential Multi-Family – High Density (RMF-HD) zoning district. In the past few months, multiple appraisers and financial institutions have inquired about several dwellings located in the RMF-HD district. Due to the current use table, the single family dwellings that already exist within this zoning district are now considered non-conforming. Staff believes dwelling, single-family detached should have been allowed with the original adoption of the UDO as the description and standards for the RMF-HD include those for dwelling, single-family detached. If approved, single family dwellings within the RMF-HD district will no longer be a non-conforming use.

Notable Dates

- In December 2016, staff initiated this text amendment.
- January 9, 2017 the Planning Board will provide a recommendation on the proposed zoning text amendment.
- January 17, 2017 City Council will conduct a public hearing and consider this request.

Public Hearing Notification Assessment

“Before adopting, amending, or repealing any ordinance authorized by this Article, the City Council shall hold a public hearing on it. A notice of the public hearing will be given once a week for two successive calendar weeks in a newspaper having general circulation in the area. The notice shall be published the first time not less than 10 days nor more than 25 days before the date fixed for the hearing.” Notifications in accordance with North Carolina General Statutes will be followed.

Options:

- 1) Recommend approval of the UDO text amendment found in Attachment A. **(Staff Recommended)**

- Pros: There are a number of areas in the City where dwelling, single-family detached existing as nonconforming uses, approval of this amendment would correct the nonconforming "use".
- Cons: None

2) Defer action on the UDO text amendment.

- Pros: Deferral would allow staff sufficient time to address any concerns that Planning Advisory Board may have.
- Cons: Existing single-family, detached that are currently nonconforming uses in the RMF-HD zoning district would remain as such.

3) Deny the UDO text amendment

- Pros: None
- Cons: Any nonconforming single family dwelling (use) within the RMF-HD zoning district were demolished or destroyed (casualty damage) beyond 50% of fair market value or appraised value (whichever is less), the land use would no longer be permitted to remain nor be reconstructed.

ORDINANCE (# 2017-)

AN ORDINANCE AMENDING THE CITY OF JACKSONVILLE UNIFIED DEVELOPMENT ORDINANCE

BE IT ORDAINED by the Jacksonville City Council that Unified Development Ordinance Text Amendment – Amendment to Article 4: Uses Standards, Section 4.1: Use Table, Subsection B: Use Table to allow dwelling, single-family detached in the RMF-HD zoning district. Underlining indicates a proposed addition to the text. ~~Strikethrough~~ indicates the deletion of existing text.

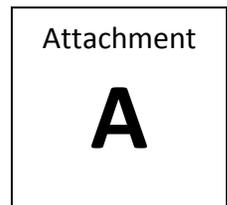
TABLE 4.1.1: USE TABLE																			
P = PERMITTED USE S = SPECIAL USE MP = ALLOWED SUBJECT TO A PD MASTER PLAN / = PROHIBITED																			
USE CATEGORY	USE TYPE	RESIDENTIAL								NONRESIDENTIAL/ MIXED-USE						PLANNED DEVELOPMENT			NAL STANDARDS
		RSF-40	RSF-20	RSF-10	RSF-7	RSF-5	RMF-10	RMF-15	RMF-HD	OI	NC	DTR	DTB	CC	IND	PD-R	PD-M	PD-T	
RESIDENTIAL USES																			
Household Living	Dwelling, duplex	/	/	/	/	/	P	P	/	/	S	P	/	/	M P	M P	MP	B.1.a	
	Dwelling, live/work	/	/	/	/	/	/	P	P	P	P	P	P	S	M P	M P	MP	B.1.b	
	Dwelling, mansion apartment	/	/	/	/	S	S	S	S	S	S	S	/	/	M P	M P	MP	B.1.c	
	Dwelling, mobile home	P	P	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	B.1.d
	Dwelling, modular	P	P	P	P	P	P	P	P	/	/	/	/	/	/	/	/	/	B.1.e
	Dwelling, multi-family*	/	/	/	/	/	/	P	/	/	S	P	/	/	M P	M P	MP	B.1.f	
	Dwelling, single-family detached	P	P	P	P	P	P	<u>≠ P</u>	/	/	P	P	/	/	M P	M P	MP	B.1.g	
	Dwelling, townhouse	/	/	/	/	/	/	P	/	/	S	P	/	/	M P	M P	MP	B.1.f	
	Dwelling, upper story	/	/	/	/	/	/	P	P	P	P	P	P	S	M P	M P	MP		
	Mobile home park or subdivision	S	S	/	/	/	S	/	/	/	/	/	/	/	/	/	/	/	B.1.i

Adopted by the Jacksonville City Council in regular session on this 17th day of January, 2017.

Sammy Phillips, Mayor

ATTEST:

Carmen K. Miracle, City Clerk





Planning Advisory Board Presentation

Agenda Item:	C
Date:	1/9/2017

Subject: City Council Summit with the Boards and & Commissions 2017 – Challenge to Board
Department: Development Services
Presented by: Ryan King, Planning and Permitting Administrator

Issue Statement

On January 3, 2017 City Council held their annual summit with representatives from the City's Boards and Committees. The focus was to make Jacksonville a better Caring Community for 2017.

Attachment A contains a synopsis of some items that the representatives identified to advance the Caring Community moving forward, and a challenge for input from the Planning Advisory Board.

The Planning Advisory Board is among the institutions who are responding to some of the items identified as being worked on by management, Council and similar.

Action Needed

Receive information

Consider activities and actions that would share the message of a Caring Community, or programs and activities that would advance what a Caring Community should be.

Attachment:

Challenge to Boards, Committees and Groups for Follow-Up

2017 Advisory Board and Committee Summit

Challenge to Boards, Committees and Groups for follow-up

The Mayor and Council will be focusing on making this a better Caring Community for this next year. Already the Mayor has met with faith community members about how we treat each other. In light of a recent period of significant national discourse, everyone can help in this effort.

Looking at how we treat each other is a key component of being a Caring Community, what actions or activities could your group undertake to make us an even better Caring Community.

Consider activities and actions that would share the message of a Caring Community, or programs and activities that would advance what a Caring Community should be.

Notes:

A list has been prepared to report on items presented at the Summit that are being worked on by others, appropriate to be worked on by others, and appropriate to be considered by the Boards, Committees or groups to be considered.

Please don't focus on items being worked on by others or appropriate to be worked on by others. Focus on how we can work to become an even better Caring Community in how we treat each other.

The City welcomes suggestions on how it can better communicate to our Citizens, and welcomes an opportunity for groups to carry messages of what is being done to others.

2017 Advisory Board and Committee Summit

Summary of Suggestions by Action Categories

Duplicative items have been grouped together

Items under study, development or work by the City Council or others, or appropriate for consideration by such

- Meeting Space, Conference Space, Convention Space, Civic and Events center similar to Duplin County, Civic Center
- Multipurpose Center, Large Venue for Entertainment & Sports, Athletic Complex which will produce tournament play
- Partnerships for joint use of facilities City, County and Military
- Expansion of the Yard Waste Container program
- Public-private partnership for indoor pool
- Visit other places and Cities and bring back ideas and best practices
- Improving code enforcement for with code enforcement, Police and Sanitation. Problem: trash and ugliness
- More sidewalks and Crosswalks
- Bus Stop shelters
- Downtown Flooding Issues
- Traffic Concern at Court and New Bridge Street
- Matching Façade Grants
- Expand City's Senior Services
- Drug Use prevention programs at high schools, with law enforcement
- Better Amtrak Hub
- More safety stations throughout City (911 Call Stations)
- Slum and blight
- Waterfront Development activities,
- Better attention for victim services

Being Handled or Appropriate to be handled by others, including nonprofits, and other partnerships

- Increase Economic Development beyond retail (Appearances help)
- Create Human Relations Commission
- Better housing and temporary housing, Transitional Housing for homeless and victims of domestic violence
- More involvement with ex-offender and re-entry programs
- Expand Soup Kitchen and Women's Center
- Theater and Arts, More cultural activities, arts activities, etc., Open space art planning
- Better Jobs and Industry Jobs
- Sports and Similar Facilities, YMCA
- Affordable Amusement park
- Youth Employment and college co-op programs
- Public WiFi or access to technology
- Non-chain restaurants
- Farmer's Market at Riverwalk Park
- More activities on the River

Appropriate items for consideration by a board, committee or Youth Council

- High School activities that don't just include sports
- Monthly awareness forums for the public events
 - Monthly meeting with different topics
 - Mental wellbeing,
 - Physical
 - Hypertension
 - Diabetes
 - Affordable Housing
 - Domestic violence etc.
- Increase diversity and inclusiveness in the community
- Better Communication: Reference Volunteering, Nonprofits, Nonprofit needs
- Expand Clean & Green for Neighborhoods
- Information referral
- Increase JYC visibility in schools
- More events for youth – Volunteer opportunities at schools
- Inter-generational cooperation
 - Pass on information from one generation to another
- Opportunities for retired persons
- New Job Requirements
 - For jobs to be brought to the area
- Opportunities for extended activities
- Better communication of existing activities



Planning Advisory Board Presentation

Agenda	D
Item:	
Date: 1/9/2017	

Subject: Downtown Mural Program Presentation & Discussion
Department: Development Services
Presented by: Ryan King, Planning and Permitting Administrator

Issue Statement

Staff is seeking the Planning Advisory Board's input on an upcoming Unified Development Ordinance text amendment for a Downtown Mural Program. Items to consider include: 1) Standards for applying for a mural; 2) Ways to apply a mural to a building façade; 3) Grant money that is available; 4) What areas within the Downtown Business District would murals be appropriate. Staff will present background information prior to requesting feedback and/or input.

Action Needed

Receive Presentation
Provide Feedback/Input

