

# MINUTES

Lowell Planning Board  
Regular Meeting  
Tuesday, September 1, 2020, 6:00 P.M.

## I. CALL TO ORDER AND DETERMINATION OF QUORUM

Vice-Chairperson John Cantrell called the meeting to order at 6:05 p.m. Those attending in-person were: Planning Board members John Cantrell, Mike Harris, Bill Stegall, and Travis Smith. Staff members present were: City Clerk Beverly Harris and Development Services Administrator Scott Attaway. A quorum was determined and the meeting proceeded. A conference call was opened for the general-public to listen to the meeting. The Chairperson Vieta Benson and Board Member Dick Roberts were absent.

## II. WELCOME NEW MEMBER AND OATH – TRAVIS SMITH

The Planning Board Director, Scott Attaway, introduced Travis Smith to the Planning Board. The City Clerk, Beverly Harris, administered his oath of office as a Planning Board and Board of Adjustment board member.

## III. APPROVAL OF MINUTES FROM JULY 28, 2020 MEETING

Mike Harris made a motion to approve the minutes from the July 29, 2020 meeting, followed by a second from Bill Stegall. The vote was three in favor with the new member Travis Smith abstaining from the vote. The motion carried with the majority being in favor.

## IV. SPECIAL USE PERMIT SUP 20-02 – 810 S MAIN STREET LOWELL NC

### - 6 FUEL PUMPS IN THE FRONT YARD

Description: On August 27, 2020 staff received a Conditional Use Permit request from Mr. Dean Brown to allow six (6) pumps (instead of 3 allowed by right) in the front yard of a proposed convenience store located at 810 S. Main Street in Lowell, NC. Mr. Brown submitted a conditional use permit application with required info and paid the applicable fee.

Staff Comments: The C-2 Highway Commercial District is primarily intended to accommodate those retail service and distributive uses that are typically located along or adjacent to principal or minor arterials and which require high visibility, good road access, and which cater primarily to passing motorists. Development in this district is designed to promote aesthetics and the safe and efficient movement of traffic so as to not unduly burden adjacent thoroughfares. As larger and/or more intensive developments normally will create more significant impacts on adjoining neighborhoods and road and utility infrastructures, larger developments may be allowed in this zoning district. Most C-2 zoning districts will be located within the Urban Standards Overlay District.

The Planning Director Scott Attaway gave the Planning Board the ordinance requirements and updates for Special Use Permit 20-02 for 810 S. Main Street, Lowell, NC. There was discussion among Planning Board members.

Mike Harris made a motion to approve the Special Use Permit SUP 20-02 for 810 S. Main Street, Lowell, NC; followed by a second from Bill Stegall. The vote was unanimous.

**V. LOWELL ZONING ORDINANCE: PRESENTATION FROM RICK FLOWE (N-FOCUS INC)**

- TABLE OF CONTENTS, ARTICLE 1, ARTICLE 4, ARTICLE 5, ARTICLE 6, ARTICLE 14, ARTICLE 22, ARTICLE 23.

Presenters: Rick Flowe and Thomas Weitnauer from N-Focus.

Mr. Flowe gave an introduction on what to be expected over the next several months and how the work required for updates will progress. Mr. Flowe gave the Planning Board an overview and description of each article to be reviewed at the meeting.

The articles discussed during the meeting were:

- Article 1 – Purpose and Authority, Official Zoning Map
- Article 4 – Planning Board & Board of Adjustment
- Article 5 – Amendments to Development Ordinance and Zoning Map
- Article 6 – Variances and Administrative Appeals
- Article 14 – Flexible Development Standards
- Article 22 – Nonconformities
- Article 23 – Administration and Enforcement

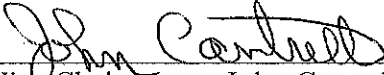
**VI. PLANNING DEPARTMENT UPDATES**

Scott Attaway updated the Planning Board on the Lowell Pedestrian Bike Plan Ordinance to be adopted at the next Council meeting. Mr. Attaway also discussed the need to work on a long-range Master Plan for Exit 22.

**VII. ADJOURN**

Bill Stegall made a motion to adjourn, followed by a second from Mike Harris. The vote was unanimous. The meeting ended at 7:45 pm.

ATTEST:

  
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Vice Chairperson, John Cantrell

  
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City Clerk, Beverly Harris