

**MINUTES OF THE MINT HILL PLANNING BOARD MEETING  
MARCH 20, 2023**

The Mint Hill Planning Board met in regular session on Monday, March 20, 2023 at 6:30 p.m. in the John M. McEwen Assembly Room, Mint Hill Town Hall.

**ATTENDANCE**

Chairman: Tom Gatz

Members: Kenny Draffen, Scott Fandel, Roger Hendrix, Jennifer Manchester, and Eric Tyson

Planning Director: John Hoard

Commissioner: Patrick Holton

Clerk to the Board: Savanna Ocasio

Absent: Chip Todd

**CALL TO ORDER AND INVOCATION**

Chairman Gatz called the meeting to order at 6:30 p.m., declared a quorum present and the meeting duly constituted to carry on business. Mrs. Manchester gave the invocation.

**ORDER OF BUSINESS**

**Approval of Minutes for the February 20, 2023 Regular Meeting:** Upon the motion of Mr. Hendrix, seconded by Mr. Tyson, the Board unanimously approved the minutes of the February 20, 2023 Regular Meeting.

**Additions or Deletions of Agenda Items:** None.

**Reports of Committees, Members and Staff:** None.

**Old Business:** None.

**New Business:**

**A. Discussion and Recommendation on #ZC23-3, Filed by Gray Family Real Estate, for property located at 11207 Blair Road, Tax Parcel number: 137-153-11, to request to amend the zoning plan for Superior Storage, to increase the total storage square footage for Phase 2:** Planning Director Hoard submitted the following memo to the Board.

ZC15-1 was approved April 9, 2015. The approved Zoning Plan indicated a 2-phase storage facility development. The storage building square footage for Phase 1 was up to 34,091 and Phase 2 included 22,826 square feet. The architectural elevations submitted with the application indicated full brick structures. On September 8, 2016, an amendment to Phase 1 (ZC16-10) was approved by the Board of Commissioners. The amendment increased the number of buildings for Phase 1 and amended the building materials. The full brick was removed from Phase 1 and replaced with only requiring brick on the end caps of the buildings. The applicant is seeking an amendment to Phase 2 to increase the building square

footage from 22,826 to 30,700 square feet. The applicant plans to use the same building material composition used with Phase 1.

*Conditional District decisions shall be made in consideration of identified relevant adopted land use plan. Conditional District rezoning is a legislative procedure under which the Board of Commissioners has the authority to increase, tighten, add, vary, modify, or waive specific conditions or standards. In approving a petition for the rezoning of property to a Conditional District the Board of Commissioners may request reasonable and appropriate conditions.*

**Plan Consistency:**

- Land Use Plan: YES
- Downtown Master Plan: N/A
- Pedestrian Plan: N/A
- Comprehensive Transportation Plan: N/A

**Staff Recommendation:** Favorable—with the specification that the building material composition used for phase 1 will be replicated for phase 2.

**Upon the motion of Mr. Hendrix, seconded by Mr. Draffen, the Board unanimously agreed to table #ZC23-3 to a later date as the applicant was not present.**

**B. Discussion and Decision on #S23-4, Evergreen Woods, Filed by Carolina Development Services, LLC, for Preliminary Subdivision approval, property located at 6005 Lebanon Road, Tax Parcel number: 135-231-04:** Planning Director Hoard submitted the following memo to the Board.

Planning Board Review and Decision (Mandatory). The Planning Board shall hold a hearing to review the Site Plan (Preliminary Plat) and determine whether the Site Plan (Preliminary Plat) complies with the requirements of this Ordinance, specifically including without limitation all substantive requirements and conditions set forth in Article 7, Section 7.3 (Conditions for Subdivisions). This hearing shall be held in an administrative proceeding and may be conducted in accordance with rules of procedure adopted by the Planning Board as the same may be changed from time to time. The Planning Board action may be approval (if the Site Plan (Preliminary Plat) complies with all Ordinance requirements), tentative approval with conditions (if the Ordinance requires such), or denial of the Site Plan (Preliminary Plat) (if the Site Plan (Preliminary Plat) does not comply with all Ordinance requirements). Upon approval of the Site Plan (Preliminary Plat) by the Planning Board, the Applicant may proceed to comply with the other requirements of this Ordinance and the preparation of the subdivision Final Plat for final approval by the Administrator.

**Staff Recommendation:** Staff recommends approval.

Planning Director Hoard stated the Town Ordinance required the Planning Board to approve major subdivisions. The subdivision before the Board, Evergreen Woods, consisted of nineteen, 20,000 sq. ft. lots, located off Lebanon Road. The proposed Evergreen Woods subdivision was adjacent

to the property the Town acquired and planned to build a Public Services Facility. This project anticipated public water and public sewer connectivity and received no road improvement comments from NCDOT.

Mr. Tyson asked Planning Director Hoard if the proposed parcel was available for purchase at the time the Town acquired the adjacent property. Planning Director Hoard stated he was unsure if it was available during the time of purchase, but the Town was later aware of the available lot but was not interested.

Mr. Draffen noticed a sliver of land between the proposed subdivision and the Farmwood subdivision. He asked Planning Director Hoard if it were possible to connect the proposed subdivision to Farmlake Drive. Planning Director Hoard stated he looked at the possibility of the connection but there were two existing homes blocking that connectivity. He added the Board could require the applicant to stub the road with the chance of connectivity. Mr. Draffen clarified this property had an access easement. Planning Director Hoard stated yes, evidently several lots in Mint Hill were considered easement lots. Typically meaning in this case, there was a possibility of an easement to gain access to Lebanon Road. Mr. Draffen asked the purpose of this easement. Planning Director Hoard stated it was hard to say without looking into the history of this site. He explained a lot could be created without public road frontage as long as a 15-foot easement were secured, providing access to the nearest public street. The Board briefly discussed the access easements on the property between the proposed subdivision and Farmlake Drive. Mr. Draffen mentioned the North Carolina Fire Code requiring dual access for subdivisions. Planning Director Hoard stated the Fire Marshall required subdivisions consisting of 30 or more lots to provide at least two access points but the State recently passed a law extending the lot number to approximately 90-100 lots before two access points were required. With that being said, the proposed subdivision consisting of 19 lots would not require two access points. Mr. Draffen asked what type of homes were being proposed. Planning Director Hoard stated single-family detached homes. He invited Kristen Prophet, Eagle Engineering, to provide further information.

Ms. Prophet stated as of right now the plan was for house pads but this early on, they did not have architectural renderings to provide on what type of homes were going to be built. Chairman Gatz asked if the homes were to be single or multi-level. Ms. Prophet stated that had not yet been decided.

Mr. Hendrix asked Planning Director Hoard if the only approval required would come from the Planning Board. Planning Director Hoard said yes.

Chairman Gatz asked if sprinklers were required for this subdivision. Planning Director Hoard stated no.

**Upon the motion of Mr. Hendrix, seconded by Mr. Fandel, the Board unanimously approved #S23-4, Evergreen Woods, Filed by Carolina Development Services, LLC, for Preliminary**

**Subdivision approval, property located at 6005 Lebanon Road, Tax Parcel number: 135-231-04**

**Other Business:** Chairman Gatz shared he has difficulty reviewing the materials included in digital agenda packets provided for the Board. He asked Planning Director Hoard and Ms. Ocasio, Clerk to the Board, to have agenda packets printed off for the Planning Board members to individually pick up at Town Hall by noon, the Friday before a Planning Board meeting. The Board and Staff agreed.

**Adjournment:** Upon the motion of Mr. Fandel, seconded by Mr. Tyson, and unanimously agreed upon, Chairman Gatz adjourned the meeting at 6:50 p.m.

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Savanna Ocasio  
Program Support Assistant