

**Minutes
Regular Meeting of the
Elon Planning Board**

**December 17, 2019
Tuesday, 6:00 p.m.**

**Elon Municipal Building
Elon, North Carolina**

Attendees: Jim Beasley, Diane Gill, Ralph Harwood, Mark Podolle.

Staff present: Pamela Graham

Item A - Chairman Beasley the called meeting to order at 6:02 pm.

Item B-i – Approval of Minutes from August 20, 2019, September 24, 2019, and October 22, 2019

A motion to approve the minutes of the August 20, 2019 was made by Mr. Harwood and seconded by Mrs. Gill and received a unanimous vote for approval. A motion to approve the minutes of September 24, 2019 was made by Mr. Podolle and seconded by Mr. Harwood and received a unanimous vote for approval. A motion to approve the minutes of October 22, 2019 meetings was offered by Mrs. Gill and was seconded by Mr. Podolle. The motion received a unanimous vote for approval.

Item B-ii – Review and Recommendation: Major Development Plan MDP #19-02, Twin Lakes Boland Community Center and Fitness Center Expansions

Chairman Beasley introduced the item and asked Ms. Graham to bring the Board up to date on the request. Ms. Graham described the item as a major development plan and introduced individuals in the audience who were there to represent the project, including Pam Fox and Renay Welborn from Twin Lakes, and Brian Carroll, Architect for the project. She then began a presentation that summarized the staff report that had been made available in the Planning Board packets. She stated that Stimmel Associates has been working on the project, with Mr. Brent Gatlin serving as the lead and working with the TRC during their review of the plans. She described the major development plan status of the project, which is due to its non-residential nature. She advised the Board that the TRC has met once on the project, that comments were minimal, and that Stimmel was currently working on their resubmittal of the plans. She then explained that Elon's LDO specifies that major development plans receive a recommendation from the Planning Board prior to a decision by the Board of Aldermen. She also stated that the LDO requires that the applicant provide a statement of development intent, and she summarized the statement described the general intent as follows:

- To provide for additional/enlarged fitness areas to accommodate an increasingly more active senior population in the community;
- To facilitate new or enhanced fitness class offerings;
- To expand resident service areas including an enlarged library, new pub, and flexible meeting spaces such as a multi-purpose room, club room, and conference room;
- To provide additional office areas;
- To enliven the exterior courtyard between the Fitness Center and the Boland Center.

Ms. Graham then clarified that the Boland Community Center and the Fitness Center are existing buildings on the Twin Lakes campus, and the project's intent is to enlarge the structures and to create a connection between them. She then provided the site plan for the project, with the proposed additions highlighted in red. She added that some enhancements to the drop-off area are also planned, as well as renovation of the courtyard and new landscaping. She then showed the Board the landscape plans and advised them that the proposal exceeds the Town's landscaping requirements, which are mostly limited to the screening of incompatible uses. She also showed the building elevations provided by the architect, and pointed out that the proposal is very compatible with the existing structures and with the community as a whole, which are items to be considered when reviewing non-residential development projects.

Ms. Graham then reviewed the zoning related to the project, which is Public Institutional (PI) for the entire Twin Lakes campus, and is also applied to Elon University. She added that in the case of Twin Lakes, the LDO provides the categories of Congregate Care Homes and Nursing and Convalescent Care Homes, which accommodates the principal activities in that community. She also stated that the LDO describes the PI District as being intended to accommodate primarily large scale public, educational, and institutional uses. She explained that the proposed expansions covered by this application are for the Boland Community Center, considered a use by right in the district, and the Community Fitness Center, which is a use permitted with specific requirements of the LDO. She then advised the Board that the project is compliant with all relevant requirements of the LDO. A slide showing an enlargement of the Planning District Map that includes the Twin Lakes area was also offered.

Ms. Graham provided a brief overview of the existing site conditions, stating that the project is relatively minor in scale relative to the size of the Twin Lakes community as a whole. The two proposed additions will add 5,556 square feet to the built site. She added a description of the project vicinity, being immediately adjacent to a residential complex and overlooking a two-acre pond. She stated that adequate parking is provided and the site is bounded by existing sidewalks to encourage pedestrian access. She added that the nearest access to the project area is located on Wade Coble Drive and Heritage Drive, approximately 350' from the Westbrook Avenue entrance into Twin Lakes. She then advised the Board that no floodplain or other known environmental issues are present on the site. Ms. Graham provided slides showing aerial images of the project area's vicinity, with one image indicating the footprint of the proposed additions.

Ms. Graham concluded the presentation by advising that TRC comments on the submittal were mostly limited to stormwater controls and sanitary sewer, and noted that Twin Lakes maintains its own private sewer, water, and roadway systems. She advised the Board that she anticipates the next submittal to the TRC to provide appropriate responses to the earlier comments. She added that the proposal is compliant with all LDO requirements and that she recommending that the item move forward for a final decision by the Board of Aldermen. Ms. Graham then turned the floor over to individuals who were present to represent the project, who had no comments to add.

Mr. Hardwood asked, regarding the private water and sewer, does this make a connection to Elon's systems? Mr. Welborn responded that it does. Chairman Beasley then asked if any Board members had additional questions or comments, and hearing none, asked for a motion. A motion was made by Mr. Podolle to recommend approval of the major development plan, which was seconded by Mrs. Gill. The motion was approved by unanimous vote. Ms. Fox thanked the Board, and engaged

in a brief discussion of the annual light display at Twin Lakes. She told the Board that 28,000 pounds of food was collected at this year's event.

Item B-iii – Review and Consideration: Appointments to the Planning Board

Chairman Beasley introduced this item, and that the need for a replacement has come about due to the recent election of one of Planning Board members to the Board of Aldermen. He then asked Ms. Graham to bring the Board up to date on this item. Ms. Graham explained that she had three applications on file, but that one of those has since moved out of Elon's jurisdiction, and recently had a new application submitted by Mr. Ed Peters. She advised the Board that Mr. Peters is a Town employee but that there were no prohibitions on him serving if selected. She added that the other two applicants were Mr. John Harmon and Mr. Philip Owens. She reminded the Board that one in-town regular seat is open, and there is one in-town alternate seat available. Mr. Harwood inquired about the locations where the applicants reside. Ms. Graham stated that both Mr. Harmon and Mr. Owens live in Cable Square, and Chairman Beasley stated that Mr. Peters lives directly behind him on Whitesell Drive.

Chairman Beasley made a recommendation that the decision be deferred for an additional month, in order to allow the new town manager to come on board and for some decisions to be made regarding interviews or other processes for the selection of the new members. He also stated that when Bob Harris was on the Board he brought his engineering background to the Board which was very valuable, and one of the applicants, Mr. Harmon, has a similar background. Mrs. Gill added that Mr. Peters has business background, prior to serving as a police officer. Mr. Podolle suggested that the Board meet briefly with each candidate at the next meeting and make their decision then. Chairman Beasley and others agreed with that approach and Ms. Graham stated that she would make those arrangements.

Item C – Items from Board Members

There were no items from Board members.


Item D – Items from Board of Aldermen

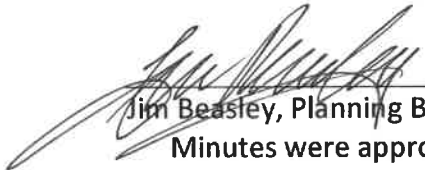
An update of recent action taken by the Board of Aldermen was provided in the agenda packet. Ms. Graham spoke to this and advised the Board that the Mayor has made appointments of Board members to various duties and stated that Alderwoman Emily Sharpe was appointed as the Planning Board Liaison. She advised the Board that Alderwoman Sharpe has an interest in attending a few Planning Board meetings, primarily to get to know the Board better. She asked if the Board members have any guidance on how the relationship can be of the most benefit. Mr. Harwood stated that if the Board of Aldermen reverses a recommendation by the Planning Board, it would be helpful to know the rationale behind it. Chairman Beasley mentioned that more communication on strategies or plans would be helpful. Ms. Graham stated that recommendations aren't always followed through, but that the Planning Board performs very detailed review of items and that the Board of Aldermen are appreciative of that. She added that if this happens too frequently, it can represent a disconnect between the Boards, and that with better communication and references to our guiding documents it should not be frequent. Mr. Podolle asked for an update on the Page property rezoning request and Ms. Graham stated that the application had been withdrawn prior to going to the Board of Aldermen.

Item E – Motion to Adjourn

A motion to adjourn was offered by Mr. Podolle and seconded by Mr. Harwood. The motion was approved by unanimous vote.

Meeting was adjourned at 6:44 p.m.


Pamela Graham, Planning Director
Minutes were completed in
Draft form on April 17, 2020


Jim Beasley, Planning Board Chair
Minutes were approved on
April 21, 2020