

**MINUTES
BREVARD PLANNING BOARD REGULAR MEETING
JUNE 16, 2020**

Brevard Planning Board met for a regular meeting, Tuesday, June 16, 2020 at 5:30 PM in Council Chambers of City Hall.

Members Present: Jimmy Perkins, Chair
Demi Loftis, Vice Chair
Chris Strassner
John Folger
Molly Jenkins
Greg Hunter
Stephanie Smith

Staff Present: Paul Ray, Planning Director
Aaron Bland, Assistant Planning Director
Leigh Huffman, Planner
Janice H. Pinson, Board Clerk

Others: Brevard College:
Matt Fusco, Fusco Land Planning & Design, PLLC
Juan Mascaro, V. President of Finance & Operations
Burke Ulrey, Facilities

I. Welcome

At 5:30 PM, Chair, Jimmy Perkins, called the meeting to order.

II. Introduction of Planning Board Members

The Board and Staff introduced themselves.

III. Certification of Quorum

Chair, Jimmy Perkins confirmed with the Board Clerk that a quorum of the Board was present.

IV. Approval of Agenda

Motion by C. Strassner to approve the agenda as presented, seconded by M. Jenkins, unanimously carried.

V. Approval of Minutes –

a. May 19, 2020 – Motion to approve as written by M. Jenkins, seconded by S. Smith, unanimously carried.

VI. Old Business

a. TXT-19-003 – Consideration of Brevard College Masterplan Major Modification to amend Planned Development District Ordinance No. 2014-07.

A. Bland, Assistant Planning Director gave a background of the Brevard College Planned Development District (PDD). As well as the Applicant's Requests and Staff Recommendations. A portion of his staff report is included herewith:

Background

In April of 2014 the Brevard College Planned Development District (PDD) was established by Ordinance No. 2014-07 (Attachment A). This PDD was established to allow for easier and more efficient permitting of new structures on the campus and to allow the City to better understand and prepare for the provision of City services to the campus.

In 2014 the College was granted approval to construct a new residence hall and associated parking lots, sidewalks, and outdoor common areas.

This master plan modification request came before the Planning Board at its May 2019 meeting. The matter was tabled with a request for additional information. This submittal represents the requested information.

At its February 2020 meeting, the Board approved an intermediate modification for the expansion of an athletic field house.

On February 20, 2020 an application was submitted by Matt Fusco on behalf of Brevard College, for a major modification to the existing Brevard College PDD, with an updated master plan for the campus.

This item was on the agenda for the Board's March meeting which was canceled due to the COVID-19 outbreak.

The purpose for the master plan revision is to update the campus master plan from the previously approved PDD's master plan. There have not been any significant changes to the College's overall policies or plans, but some programming has changed due to growing enrollment, modification of the proposed multi-use path, and a desire to remain current with the latest campus and academic facilities trends and best practices. See Attachment B for the application materials and the new master plan sheets.

The Applicant is requesting to update their preliminary master plan, as well as the PDD ordinance. Though no one change is in and of itself major, as a whole this request has been determined to be a major modification, which requires the adoption of a new PDD ordinance. The Board's role is to make a recommendation to City Council.

Applicant Requests

The College is requesting several additional specific deviations from the UDO in terms of signage:

- The main entrance sign is requested to be 85 square feet per side. This is over three times larger than the maximum in Institutional Campus of 24 square feet, and matches the largest ground sign allowed by the UDO which is in the Corridor Mixed-Use and Highway 64 Corridor Sign Overlay districts.
- Directional signs are requested to be allowed up to 20 square feet per side. This is ten times larger than the 2 square feet allowed by the UDO. This increase is due to the fact that these directional signs will have to point visitors to multiple buildings and destinations, as opposed to simple "Entrance" and "Exit" signs.
- Monument signs are requested along French Broad Street at a greater frequency than allowed by the UDO, which limits ground signs within the same development along the same street frontage to being no closer together than 300 feet.
- Wall signs visible from public streets in PDDs are limited to 50 square feet or 50% of the surface of the wall upon which they are located, whichever is less. However, the signage plan only proposes to limit these signs to 50% of the wall area.

Staff Recommendations

The existing PDD includes several site-specific conditions (see Attachment A). Staff recommends that these conditions remain.

Staff recommends the condition that pedestrian paths which are proposed to replace existing streets be built to withstand emergency service vehicles, such as fire trucks, ambulances, and police vehicles.

Staff recommends that the Board carefully consider stormwater planning for the campus-wide master plan. Staff would like to discuss with the Board, and the Applicant, possible triggers for stormwater management. The master plan submission does include a sheet that identifies "potential location of future stormwater control or conveyance systems."

Staff also recommends PDD-specific definitions of modifications with particular focus on allowing master plan revisions that don't substantially change the character of the campus to be approved by Staff or the Planning Board. The purpose for this is that the College and its campus are ever-evolving and, due to constant changes in enrollment and guidance regarding campus and academic facilities, the College cannot ever properly forecast a true *final* master plan.

The nature of campus planning means that the preliminary master plan will need to change with some frequently, and Staff believes that such modifications can be approved by Staff or the Board without detrimental effects to surrounding properties or the public, unless the College proposes truly substantial changes of a high magnitude. Staff's suggested modification definitions are as follows:

Minor Modifications: Minor modifications have a negligible impact on an approved master plan. Examples include, but are not limited to changing the size and shape of approved landscaping buffers and species of plants, minor alterations to the number of parking spaces, altering lot size and shape through subdivision of land or recombination of parcels within the District, and change of use not resulting in a significant increase in intensity and minor adjustments to the number of signs or the dimensional standards within the District. Minor modifications are reviewed, and may be approved, by the Planning Director.

Intermediate Modifications: Intermediate modifications have a more substantial impact but do not completely change the application. Examples include increasing the number of buildings within the District or making changes to their design, footprint, or roof pitch which do not meet the design criteria established in this District, and decreasing setbacks from adjoining property not within the District by more than 20%. These changes are reviewed by the Planning Board without a public hearing.

Major Modifications: Major modifications have substantial impacts to an approved master plan. Examples include but are not limited to substantially changing the intensity or mix of proposed uses or increasing the amount of traffic generated by a development, major building modifications to height, bulk or mass which do not meet the architectural standards established in this District and do not meet the building types and architectural standards outlined in Chapter 5 of the Unified Development Ordinance, and increasing the size of the District. Major modifications may only be authorized by means of a new conditional zoning ordinance as provided for in Chapter 16 of the Unified Development Ordinance.

Matt Fusco, PLLC explained the proposed preliminary master plan and stated that because of the nature of the college that it would most likely continue to update the master plan every five (5) years. Brevard College Master Plan Submittal is attached hereto and labeled, Exhibit "A".

After discussion, J. Perkins, Chair, led the Board in a discussion of what they would recommend to Council as follows:

1. Entrance ground sign cannot exceed 60 square feet per side.
2. The Board directed Staff to include language with the goal that there be options for lighting that will be more aesthetically pleasing than traditional internally lit commercial signage.

3. Directional signs approved at 20 square feet, acknowledging that this is ten times greater than the current UDO allows, but the signs will be designed to point visitors to multiple buildings and destinations, as opposed to simple "Entrance" and "Exit" signs.
4. Allowance of three (3) monument signs along French Broad Street at less than the distance required by the UDO of 300 feet of separation was approved, because after discussion the signage would be no larger than 15 square feet and conceptually similar to the other signage interior to the College campus.
5. Wall /identification signs were approved at up to 50 square feet or less or 50% of the surface of the wall whichever is less to comply with the UDO.
6. Pedestrian paths are required to be designed to accommodate emergency service vehicles. (ex: fire trucks, ambulances and police vehicles).
7. Stormwater management requirements will be based on UDO triggers on a project by project basis.
8. Amended the definition of Intermediate Modification to read as follows:
Intermediate Modifications: Intermediate modifications have a more substantial impact but do not completely change the application. Examples include changes to stormwater management and conveyance systems, increasing the number of buildings within the District or making changes to their design, footprint, or roof pitch which do not meet the design criteria established in this District. These changes are reviewed by the Planning Board without a public hearing.

Motion by C. Strassner to approve Staff's Recommendations with the changes noted in 1-8 above and to include referencing the Consistency Statement, second by M. Jenkins, unanimously carried. Consistency Statement is attached hereto and labeled, Exhibit "B".

b. TXT-18-015 Signs – Chapter 12

A. Bland, Assistant Planning Director presented the revised UDO Chapter 12: Signs, stating that this included all changes that were discussed. The Board discussed a few inconsistencies and typos.

Motion to adopt the revised UDO Chapter 12: Signs with the following modifications:

1. 7) Exempt Signs d) Public Owned Ball Field Signs: Signs attached to the field's fencing, provided that such signs are made of weather-durable materials and are not self-illuminated.
2. 8) Temporary Signs v. Type 4 Freestanding Temporary Signs (1) revised to add the CMX zoning district. (8) Alleys: language deleted in its entirety.
3. 9) Permanent Signs c) Freestanding Ground Signs ii) Non-Residential Uses in Residential Districts (b) Maximum Area: Shall be no larger than twenty-four (24) square feet.
v. A-Frame/Sandwich Board Signs added (8) Alleys: Business establishments located in any official City-owned alley may also be permitted to collectively place one Type 4 Freestanding Temporary sign near the primary alleyway entrance, provided the location of the sign does not pose a safety hazard, and that the sign is removed at the end of each day when the last business in the alley closes.
4. 9) d) Incidental Signs (2) Wall language not to exceed 7 feet above the grade removed.

Motion was made to approve TXT-18-015 UDO Chapter 12 Signs with the modifications 1-4 listed above and noting reference to the Consistency Statement which is attached hereto and labeled, Exhibit "C", by C. Strassner, second by S. Smith and unanimously carried.

VII. New Business

a. TXT-20-004 Text Amendment Chapter 2, 3 & 19 Landscaping Services

Leigh Huffman, Planner, introduced herself and presented her staff report a portion of which is included as follows:

Background

This is a staff-initiated text amendment after struggling with finding a suitable category in the City's Unified Development Ordinance (UDO) to permit landscaping services. Currently, the UDO does not include landscaping services as an allowable use. Staff suggests the creation of a "Landscaping Service" use included in the Table of Permitted Uses. This would allow existing landscaping service businesses to come into conformity and for new businesses to open.

The following modifications were recommended by the board:

Chapter 3. Additional Use Standards, 3.35 Landscaping services (GR, RMX, NMX) special use permit: (GI) permitted.

4. Storage of debris piles and odorous materials including but not limited to manure, compost, and fertilizers shall be located at least 150 feet from property lines adjacent to GR and RMX parcels. The administrator may reduce the required setback of openly stored odorous material when measures have been taken to mitigate the effect on neighboring property as determined by the administrator.

7. The hours of operation for material pick-ups, delivery, and outdoor processing operations shall be limited to 9:00 AM to 6:00 PM.

Motion by G. Hunter to approve as presented by Staff with the noted changes to B. General Requirements 4. and 7. , referencing the Consistency Statement attached hereto and labeled, Exhibit "D", second by D. Loftis, unanimously carried.

VIII. Public Comment – None

IX. Remarks-

A. Bland, Assistant Planning Director updated the board on the items presented to Council at their June 15th meeting for which the board had made recommendations to Council as

follows: Jennings PDD, electronic signs, and parking ratios and explained that Council would revisit these items at their June 29th meeting.

X. Adjourn

There being no further business, C. Strassner moved to adjourn, seconded by S. Smith, motion carried unanimously, and the meeting adjourned at 7:48 PM.

Jimmy Perkins, Chair

Janice H. Pinson, Board Clerk