



**LAND USE REVIEW BOARD**

**MINUTES**

**May 13, 2024, 7:00 p.m.**

**950 Steeple Square Court, Knightdale, North Carolina 27545**

Members Present: Chris Parker, Alan Smith, Tabitha Hagen, Angèle Dixon, Ronald Cole,  
Taylor Norton, Lori Dickens

Staff Present: Development Services Director Jason Brown, Senior Planner Donna  
Goodman, Senior Planner Kevin Lewis, Assistant Town Manager Dustin  
Tripp, Stormwater Program Manager Ike Archer, Planning Technician  
Heidi Salminen

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1. **ADOPTION OF AGENDA**

Chair Parker called the meeting to order at 7:00pm and introduced the agenda.

**Motion to approve May 13, 2024 agenda as presented.**

**Motion by Member** Lori Dickens

**Seconded by Member** Alan Smith

**Motion Carried**

2. **WELCOME & INTRODUCTION**

Kevin Lewis, Senior Planner-Current, welcomed new members Taylor Norton and Lori Dickens to the Land Use Review Board.

3. OFFICER ELECTIONS

- a. Election of LURB Chair

**Motion to nominate Chirs Parker as Chair of the Land Use Review Board.**

**Motion by Member** Tabitha Hagen

**Seconded by Member** Ronald Cole

**Motion Carried**

- b. Election of LURB Vice Chair

**Motion to nominate Ronald Cole as Vice Chair of the Land Use Review Board.**

**Motion by Member** Alan Smith

**Seconded by Member** Lori Dickens

**Motion Carried**

4. APPROVAL OF MINUTES

- a. March 11, 2024

**Motion to approve March 11, 2024 meeting minutes as presented.**

**Motion by Member** Ronald Cole

**Seconded by Member** Tabitha Hagen

**Motion Carried**

5. PLANNING BOARD

- a. ZTA-2-24: Quarterly Update

Donna Goodman, Senior Planner- Long Range and Sustainability, presented the proposed amendments to Unified Development Ordinance which include changes to accessory dwelling units (ADU), contractor office use, and mixed use building standards. A joint public hearing was held on April 18<sup>th</sup>, 2024 where no comments were received from the public. Proposed Unified Development Ordinance amendments will be brought before the May 15th, 2024 Town Council meeting for decision.

Staff recommended advisory statement:

The proposed zoning text amendment is consistent with the KnightdaleNext 2035 Comprehensive Plan's goal of determining effective public policy that provides an ongoing framework for informed and directed public investment and private development. Further, it is reasonable and in the public interest as it helps to achieve the Affordable Knightdale recommendation to expand housing options, clarifies community design standards, and provides clear guidance to business owners.

**Motion to recommend approval of ZTA-2-24 and forward the staff recommended advisory statement of plan consistency to Town Council**

**Motion by Member** Ronald Cole

**Seconded by Member** Taylor Norton

**Motion Carried**

b. ZTA-3-24: Stormwater Update

Ike Archer, Stormwater Program Manager, presented on amendments to the Unified Development Ordinance including updating the stormwater management permit expiration, incorporation of the Neuse River Nutrient Management Strategy, and removal of replacement fund payment requirements for stormwater control measures (SCM) devices. Proposed amendments are a result of North Carolina General Statute changes. A joint public hearing was held on April 18, 2024 and received no comments from the public.

Staff recommended advisory statement:

The proposed zoning text amendment is consistent with the KnightdaleNext 2035 Comprehensive Plan's goal of determining effective public policy that provides an ongoing framework for informed and directed public investment and private development. Further, it is reasonable and in the public interest as it aligns the Town's Unified Development Ordinance with the North Carolina General Statutes and clarifies environmental development regulations for property owners and developers.

**Motion to Recommend approval of ZTA-3-24 and forward the recommended advisory statement of plan consistency to the Town Council.**

**Motion by Member** Alan Smith

**Seconded by Member** Ronald Cole

**Motion Carried**

6. NEW BUSINESS

a. Comprehensive Plan Update Overview

Donna Goodman, Senior Planner- Long Range and Sustainability, presented an update on the Comprehensive Plan. May 16, 2024 the plan consultant will attend the Joint Public Hearing meeting to provide an in depth presentation and discussion.

Chair Chris Parker thanked staff for updating the plan. It was mentioned that an updated and accurate plan assists the board in decision making.

7. COMMUNITY APPEARANCE COMMISSION

None at this time.

8. TREE BOARD

None at this time.

9. OTHER BUSINESS

None at this time.

10. PAST COUNCIL ACTION

None at this time.

11. ADJOURNMENT

**Motion to adjourn at 7:34pm.**

**Motion by Member** Ronald Cole

**Seconded by Member** Angèle Dixon

**Motion Carried**

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Heidi Salminen, Planning Technician

Chris Parker, LURB Chair