



Town of Archer Lodge

AGENDA

Work Session Meeting

Monday, April 17, 2017 @ 6:30 PM

Jeffrey D. Barnes Council Chambers

Page

1. WELCOME/CALL TO ORDER:

2. ORDER OF BUSINESS:

- 2 - 5 2.a. March 2017 Financials & Proposed Budget Amendments ~
Kim P. Batten
[MARCH 2017 & FYTD](#)
[BA 2017 04](#)
- 6 - 7 2.b. Codification Adoption Ordinance ~ Town Attorney Chip Hewett
[Codification Adoption Ordinance AL2017-05-1](#)
- 8 2.c. Junk Car Ordinance (continued discussion) ~ Bob Clark, Danny Eudy
[Junk Vehicle Concealment Options](#)
- 9 - 27 2.d. Conservation Subdivision Design District (CSDD) - adding New Section
14-104 of AL Zoning Ordinance (continued discussion) ~ Bob Clark
[Proposed Section 14-104 CSDD](#)
[Actions Taken at Planning Board Meeting 2.15.17 Section 14-104](#)
[CSDD](#)

3. GENERAL UPDATES:

- 3.a. Street Lights conversion to LED by Duke Energy ~ Mayor Pro Tem
- 3.b. NCLM Spring Tour, Thursday, April 20th, Rocky Mount 7:30 am - 9:30
am ~ Kim P. Batten
- 3.c. ALCC Ball Field Dedication, Saturday 22nd @ 11:30 am ~
Mayor Pro Tem Mulhollem
- 3.d. Municipal Administration Course (MAC) final week (April 25 - April 28) &
Graduation for Town Clerk ~ Kim P. Batten

4. ADJOURNMENT:



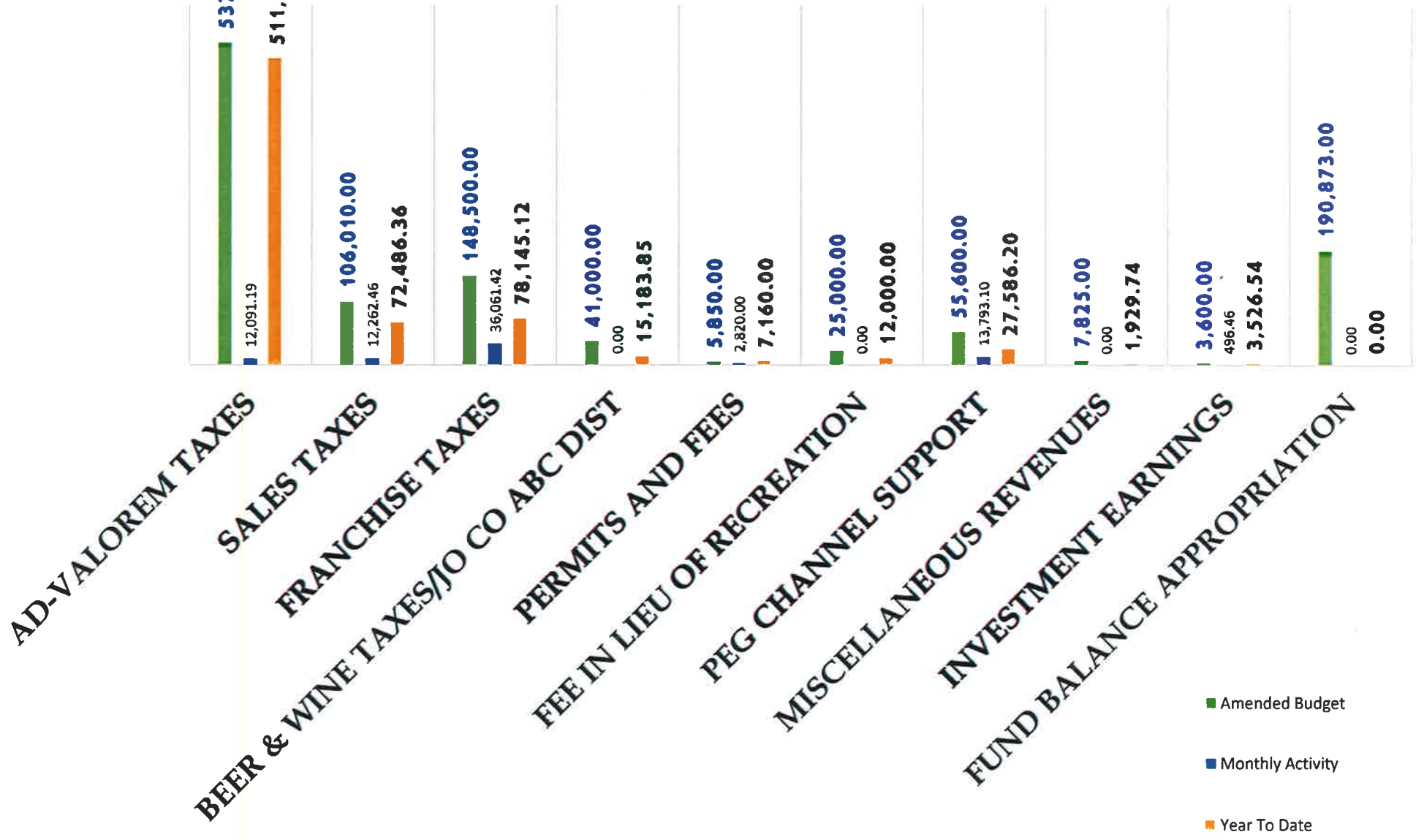
TOWN OF ARCHER LODGE
FINANCIAL SUMMARY REPORT
FOR MONTH ENDING
MARCH 31, 2017

GENERAL FUND				
REVENUES	BUDGET	MONTH ACTIVITY	ACTUAL TO DATE	Y-T-D % COLLECTED
AD-VALOREM TAXES	537,224.00	12,091.19	511,581.32	95.23%
SALES TAXES	106,010.00	12,262.46	72,486.36	68.38%
FRANCHISE TAXES	148,500.00	36,061.42	78,145.12	52.62%
BEER & WINE TAXES/JO CO ABC DIST	41,000.00	0.00	15,183.85	37.03%
PERMITS AND FEES	5,850.00	2,820.00	7,160.00	122.39%
FEE IN LIEU OF RECREATION	25,000.00	0.00	12,000.00	48.00%
PEG CHANNEL SUPPORT	55,600.00	13,793.10	27,586.20	49.62%
MISCELLANEOUS REVENUES	7,825.00	0.00	1,929.74	24.66%
INVESTMENT EARNINGS	3,600.00	496.46	3,526.54	97.96%
FUND BALANCE APPROPRIATION	190,873.00	0.00	0.00	0.00%
	1,121,482.00	77,524.63	729,599.13	65.06%
EXPENDITURES	BUDGET	MONTH ACTIVITY	ACTUAL TO DATE	Y-T-D % SPENT
GOVERNING BODY	37,355.00	3,337.60	24,538.26	65.69%
ADMINISTRATION	200,227.00	13,133.01	128,827.08	64.34%
JO CO TAX COLLECTION FEES	13,900.00	128.62	11,763.17	84.63%
LEGAL	19,500.00	1,018.75	6,381.25	32.72%
PROPERTY TAXES	130.00	0.00	111.85	86.04%
PUBLIC BUILDINGS	100,053.00	1,348.65	87,813.13	87.77%
PEG MEDIA PARTNERS	55,600.00	13,793.10	27,586.20	49.62%
PUBLIC SAFETY	238,000.00	4,322.87	176,343.34	74.09%
TRANSPORTATION-PUBLIC WORKS	46,884.00	433.01	4,149.44	8.85%
PLANNING & ZONING	92,130.00	6,306.03	64,186.01	69.67%
CULTURAL & RECREATION	64,000.00	0.00	45,055.00	70.40%
DEBT SERVICES	45,838.00	45,836.66	45,836.66	100.00%
TRANSFER TO CAP RESERVE	50,000.00	50,000.00	50,000.00	100.00%
TRANSFER TO PARK RESERVE	157,865.00	1,789.59	142,751.30	90.43%
	1,121,482.00	141,447.89	815,342.69	72.70%
Y-T-D GENERAL FUND INCREASE (DECREASE)		(63,923.26)	(85,743.56)	

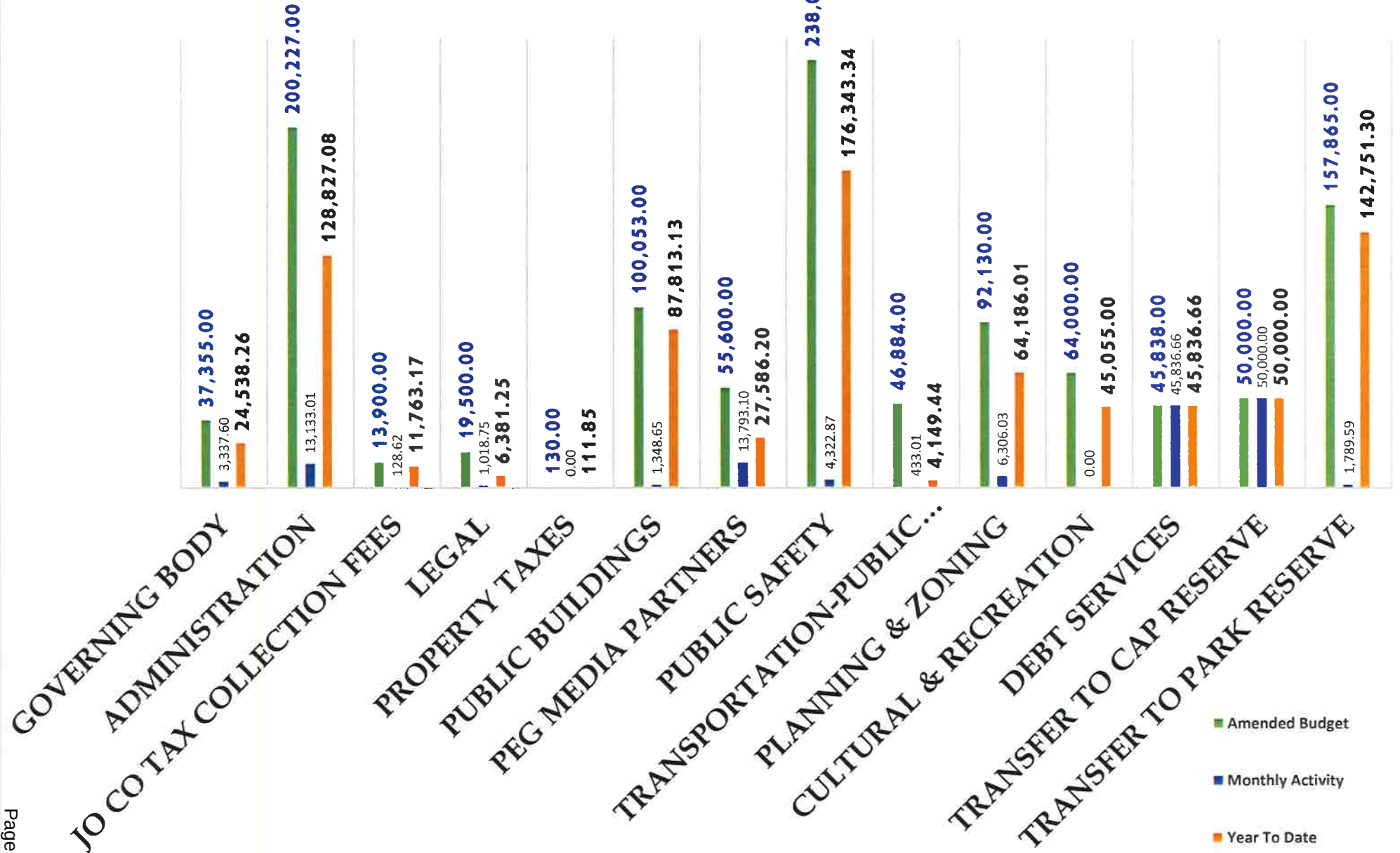
Kim Batten
FINANCE MANAGER

FY 2017
75% complete

FY 2017 BUDGET VS ACTUAL REVENUES



FY 2017 BUDGET VS. ACTUAL EXPENDITURES



BA 2017 04

Town of Archer Lodge
Budget Amendment
Fiscal Year Ending

June 30, 2017

Budget Amendment
Date
Fund

BA 2017 04
01-May-17

General Fund

Account	Account Number	Budget	Amendment	Amended Budget
Revenues:				
2010 Vehicle Taxes	10-3110-0120	-	15.00	15.00
2011 Vehicle Taxes	10-3111-0120	-	10.00	10.00
2012 Vehicle Taxes	10-3112-0120	-	110.00	110.00
2013 Vehicle Taxes	10-3113-0120	-	10.00	10.00
2014 Property Taxes	10-3114-0000	-	50.00	50.00
2015 Property Taxes	10-3115-0000	-	70.00	70.00
2016 Property Taxes	10-3116-0000	462,954.00	14,546.00	477,500.00
2016 Vehicle Taxes	10-3116-0120	73,970.00	(3,970.00)	70,000.00
Penalties and Interest	10-3180-0000	300.00	500.00	800.00
Article 44 1/2% Sales Tax	10-3244-0000	10.00	4,490.00	4,500.00
Permits and Fees	10-3340-0000	5,850.00	1,650.00	7,500.00
Fee in Lieu of Recreation	10-3345-0000	25,000.00	(13,000.00)	12,000.00
Veterans Brick Revenues	10-3830-0000	1,000.00	(400.00)	600.00
Investment Earnings	10-3831-0000	3,600.00	1,400.00	5,000.00
Veterans Donations	10-3832-0000	6,600.00	(5,325.00)	1,275.00
Sale of Fixed Assets	10-3835-0000	-	1.00	1.00
Total Increase (Decrease) in Revenues			157.00	

Expenditures:

Admin-Salaries (Part-Time)	10-4120-1220	4,800.00	1,200.00	6,000.00
Admin-FICA	10-4120-1810	5,600.00	550.00	6,150.00
Admin-Unemployment	10-4120-1850	10.00	222.00	232.00
Admin-Bank Service Charge	10-4120-2250	100.00	50.00	150.00
Admin-Training & Meetings	10-4120-3110	8,500.00	1,000.00	9,500.00
Public Bldgs-Repairs & Maintenance	10-4190-3520	5,000.00	4,000.00	9,000.00
Public Bldgs-Capital Outlay	10-4190-5100	47,000.00	(4,000.00)	43,000.00
Planning/Zoning-Professional Bike/Ped	10-4910-1900	3,000.00	(1,500.00)	1,500.00
Planning/Zoning-Small Equipment & Furnishings	10-4910-5000	-	1,500.00	1,500.00
Transfer to Park Reserve Fund 31	10-9931-1000	157,865.00	(2,865.00)	155,000.00
Total Increase (Decrease) in Expenditures			\$ 157.00	

\$ -

Justification for Budget Amendment:

To appropriate or reappropriate unanticipated revenues and expenditures as recorded.

Adopted this 1st day of May 2017

ATTEST:

Michael A. Gordon, Mayor

Kim P. Batten, Town Clerk

Matthew B. Mulhollem, Budget Officer

**AN ORDINANCE ADOPTING AND ENACTING A NEW CODE FOR
THE TOWN OF ARCHER LODGE, NORTH CAROLINA;
PROVIDING FOR THE REPEAL OF CERTAIN ORDINANCES NOT INCLUDED THEREIN;
PROVIDING A PENALTY FOR THE VIOLATION THEREOF;
PROVIDING FOR THE MANNER OF AMENDING SUCH CODE; AND
PROVIDING WHEN SUCH CODE AND THIS ORDINANCE SHALL BECOME EFFECTIVE**

**BE IT ORDAINED BY THE TOWN COUNCIL OF
THE TOWN OF ARCHER LODGE AS FOLLOWS:**

Section 1. The Code entitled "Code of Ordinances, Town of Archer Lodge, North Carolina," published by Municipal Code Corporation, consisting of chapters 1 through 30, each inclusive, is adopted.

Section 2. All ordinances of a general and permanent nature enacted on or before May 1, 2017 and not included in the Code or recognized and continued in force by reference therein, are repealed.

Section 3. The repeal provided for in section 2 hereof shall not be construed to revive any ordinance or part thereof that has been repealed by a subsequent ordinance that is repealed by this ordinance.

Section 4. Unless another penalty is expressly provided, every person convicted of a violation of any provision of the Code or any ordinance, rule or regulation adopted or issued in pursuance thereof shall be punished by a fine of \$ 50.00. Each act of violation and each day upon which any such violation shall continue or occur shall constitute a separate offense. The penalty provided by this section, unless another penalty is expressly provided, shall apply to the amendment of any Code section, whether or not such penalty is reenacted in the amendatory ordinance. In addition to the penalty prescribed above, the Town may pursue other remedies such as abatement of nuisances, injunctive relief and revocation of licenses or permits.

Section 5. Additions or amendments to the Code when passed in such form as to indicate the intention of the Town to make the same a part of the Code shall be deemed to be incorporated in the Code, so that reference to the Code includes the additions and amendments.

Section 6. Ordinances adopted after May 1, 2017, that amend or refer to ordinances that have been codified in the Code shall be construed as if they amend or refer to like provisions of the Code.

Section 7. This ordinance shall become effective upon adoption.

Passed and adopted by the Town Council this 1st day of May, 2017.

ATTEST:

Michael A. Gordon, Mayor

Kim P. Batten, Town Clerk

Certificate of Adoption

I hereby certify that the foregoing is a true copy of the ordinance passed at the regular meeting of the Town Council, held on the 1st day of May, 2017.

Kim P. Batten, Town Clerk



TOWN OF ARCHER LODGE

14094 Buffalo Road

Clayton, NC 27527

919-0359-9727

919-359-3333 fax

Mayor:

Michael A. Gordon

Town Council:

Matthew B. Mulhollem

Mayor Pro-Tem

Teresa Bruton

Clyde B. Castleberry

J. Mark Jackson

Mark Wilson

April 13, 2017

Memo

To: Mayor Gordon and Town Council

From: Bob Clark, AICP Planning and Zoning Administrator

Re: April 17 Work Session Item: Concealment Options for Junk Vehicles

Section 5(e) of the draft Abandoned, Junked, and Nuisance Vehicles Ordinance addresses acceptable concealment methods and time allowed for a concealed junk vehicle to remain on private property without being inside a building. Option one, below, reads as previously presented at the public hearing held January 18 of this year.

Option One

Junked motor vehicles kept on the premises more than sixty (60) calendar days shall be kept inside a completely enclosed building.

There was interest expressed for consideration of other concealment and placement language. A possible second option is offered for discussion.

Option Two

One junked motor vehicle, in its entirety, shall be allowed if located in the rear yard, as defined in the Town Zoning Ordinance, provided the junked motor vehicle is entirely concealed from public view from a public street and/or abutting premises by an acceptable covering or screening.

Danny Eudy, Code Enforcement Officer, and I will be present to aid in your discussion of the draft ordinance.

Section 14-104 Conservation Subdivision Design District (CSDD)

- A *Purpose and intent.* The conservation subdivision design district (CSDD) is established as a district overlain onto areas presently in agriculture or forestry use, or parcels greater than 10 acres, and provides for alternative subdivision designs to allow for an overall density of one dwelling unit per gross acre. Development within this overlay district shall comply with the regulations of the underlying AR (Agricultural Residential) zoning district, provisions of this section and any other applicable sections of this chapter.

The purpose of Conservation Subdivision Design is to preserve agricultural and forestry lands, natural and cultural features, and rural community character that might be lost through conventional development approaches. To accomplish this goal, greater flexibility and creativity in the design of such developments is encouraged and required. Specific objectives are as follows:

- a) To preserve areas within the Town of Archer Lodge with productive soils for continued agricultural and forestry use by preserving blocks of land large enough to allow for efficient operations.
- b) To encourage the maintenance and enhancement of habitat for various forms of wildlife and to create new woodlands through natural succession and reforestation where appropriate.
- c) To minimize site disturbance and erosion through retention of existing vegetation and avoiding development on steep slopes.
- d) To preserve open land, including those areas containing unique and sensitive features such as natural areas and wildlife habitats, steep slopes, streams, wetlands, and floodplains.
- e) To preserve scenic views and elements of the county's rural character, and to minimize perceived density by minimizing views of new development from existing roads.
- f) To preserve and maintain historic and archaeological sites and structures that serve as significant visible reminders of the social and architectural history of Archer Lodge.
- g) To provide for the active and passive recreational needs of county residents, including Implementation of the Archer Lodge Comprehensive Parks & Recreation Master Plan.
- h) To provide greater efficiency in the siting of services and infrastructure by reducing road length, utility runs, and the amount of paving for development.
- i) To create compact neighborhoods accessible to open space amenities and with a strong identity.

- B *Application of Regulations.* This conservation subdivision option is permitted in the AR (Agricultural Residential) zoning district, but only upon approval of a Preliminary Subdivision Plat by the Archer Lodge Planning Board. All Conservation Subdivision Development subdivision plats shall comply with the requirements and standards specified in Chapter 18, Subdivisions and in all respects with other applicable codes and ordinances to the extent that they are not in conflict with these provisions. Applicants seeking approval of a Minor Subdivision Final Plat by the Zoning Administrator are encouraged to work with the Town staff in identifying and preserving open space areas as part of such developments.

- C *Open Space Standards:*

- a) *Minimum Required Open Space.* Where a developer elects to seek approval of a conservation development as specified herein, at least fifty percent (50%) of the total land area in the conservation development must be set aside as protected open space. Such open space shall meet these standards unless the developer chooses to seek approval of a conventional subdivision as specified herein.

- b) *Types of Open Space.* The types of open space conserved through Conservation Development shall be consistent with the following standards and shall be comprised of two types of land: "Primary Conservation Areas" and "Secondary Conservation Areas".

i) Primary Conservation Areas

- These areas have sensitive environmental features and/or significant cultural resource areas, which may make them legally or practically unbuildable.
- These areas are the first open spaces to be chosen towards meeting the minimum 50% requirement.
- Secondary Conservation Areas may not be counted towards the 50% requirement unless all potential Primary Conservation Areas, other than those listed below, have been set aside.

Primary Conservation Areas include:

1) *Wetlands*, including, but not limited to, streams, creeks, ponds, reservoirs, and adjoining land areas identified as part of:

- The National Wetlands Inventory maps prepared by the U.S. Fish and Wildlife Service;
- Soil maps published by the County Soil Survey prepared by the USDA Natural Resources Conservation Service (where "very poorly drained" soils can be considered as a proxy for wetlands);
- An Environmental Assessment or Environmental Impact Statement; and/or
- A site analysis conducted by a registered engineer, land surveyor, landscape architect, architect or land planner.

2) *Floodplains* (100-year) and alluvial soils identified as part of:

- The Flood Insurance Study: Johnston County, NC, prepared by the Federal Emergency Management Agency (FEMA); and
- The Johnston County, NC, Soil Survey prepared by the U.S.D.A. Soil Conservation Service;

3) *Steep slopes*, defined as those greater than 25 percent, identified as part of:

- The Johnston County, NC, Soil Survey prepared by the U.S.D.A. Soil Conservation Service;
- A site analysis conducted by a registered engineer, land surveyor, landscape architect, architect or land planner using data from the U.S. Army Corps of Engineers.

ii) Secondary Conservation Areas

- If there is not enough Primary Conservation Area acreage on site to meet the mandatory 50% open space requirement, then Secondary Conservation Areas shall be used to complete the 50% requirement.
- Secondary Conservation Areas have fewer restrictions, regarding location, and allow more flexibility to improve overall open space design and purpose. These areas, unless

specified otherwise, receive full credit toward meeting the minimum open space requirement of Conservation Developments.

Secondary Conservation Areas may be proposed for the following attributes:

1) *Access*

- An area may be chosen as a Secondary Conservation Area because of its benefit in providing open space access to residential lots in accordance with regulations listed in Section 14-104 D below.
- Access areas shall also include desired compositional, size and shape attributes, as listed below.

2) *Composition*

- Sites chosen for Secondary Conservation Areas must have one or more of the following characteristics or uses:
 - a) *Woodlands*, including forest land for the planting and production of trees and timber, where management practices such as selective timber harvesting and wildlife enhancement are employed. Such woodlands may consist of hardwood, pine, and/or mixed pine-hardwood forests identified as part of:
 - The Johnston County, NC, Soil Survey prepared by the U.S.D.A. Soil Conservation Service;
 - A required Environmental Assessment or Environmental Impact Statement;
 - A site analysis conducted by a registered engineer, land surveyor, landscape architect, architect or land planner using data from the U.S. Army Corps of Engineers.
 - An independent site study conducted by a trained botanist and/or biologist.
 - b) *Farmland*, especially prime agricultural land as identified by the U.S.D.A. Soil Conservation Service in Important Farmlands: Johnston County, NC, and which is in active use for the production of crops and/or raising of livestock. Farmland also includes space on individual lots used for gardens, ponds, horse paddocks and barns, and similar uses.
 - c) *Slopes of 15% to 25%* which require special site planning due to their erosion potential, limitations for septic tank nitrification fields, and terrain or elevation changes. Such areas may be suitable for building, but higher site preparation and construction costs are to be expected.
 - d) *Other historic and/or archaeological sites* identified from the same sources as for primary conservation area sites.
 - e) *Public and/or private recreation areas and facilities*, including:
 - “Active recreation areas” such as public recreation areas, including district and community parks as identified in the Master Recreation and Parks Plan; and private recreation facilities, including golf courses, playing fields, playgrounds, swimming pools, and courts for tennis, basketball, volleyball, and similar

sports. Because they represent uses in which natural lands are cleared, graded, and managed for intensive activities, only half (50%) of the land in this category may be credited toward meeting the minimum open space requirement.

- “Passive recreation areas” such as pedestrian, bicycle, and equestrian trails, picnic areas, community commons or greens, and similar kinds of areas, whether public or private. Land in this category receives full credit toward meeting the minimum open space requirement.
- f) *Scenic views*, especially of natural and cultural features from designated scenic road corridors, including “views from the road” as well as views outward from potential home sites. Landscape buffers which screen the view of development and preserve the character of rural public roads are also included in this category.
- g) *Greenbelt connectors* – areas that can be used to connect greenways, side paths, sidewalks, or other pedestrian connections with other primary and secondary open spaces.

Secondary conservation areas may be comprised of any of the remaining open space uses identified above, and unless specified otherwise, receive full credit toward meeting the minimum open space requirement in conservation subdivision developments.

D Access to Open Space: Both primary and secondary conservation areas shall be placed in undivided preserves which adjoin housing areas that have been designed more compactly to create larger conservation units that may be enjoyed by all residents of the subdivision and, if possible, enjoyed visually by the general public. Such undivided open space shall be accessible to the largest number of lots within the development. To achieve this, the majority of house lots should abut undivided open space to provide residents with direct views and access. Safe and convenient pedestrian access to the open space from all adjoining house lots shall be provided, except in the case of farmland or other resource areas vulnerable to human disturbance. The design must meet Section 14-104 I, Evaluation Criteria, which sets forth conservation area design characteristics.

E Ownership and Management of Open Space

- a) Land set aside as open space in residential developments shall be held in common ownership or dedicated to the public rather than platted as part of individual private lots.
- b) Prior to approval of a final plat, a program for continued maintenance of all open space areas shall be submitted. The submission shall include agreements, contracts, deed restrictions, sureties, or other legal instruments acceptable to the Town, as appropriate, to guarantee the provision and continued maintenance of such common areas and facilities.
- c) The open space shall be protected in perpetuity by a binding legal instrument that is recorded with the deed. The instrument shall be one of the following:
 - i) A permanent conservation easement in favor of either:
 - A land trust or similar conservation-oriented non-profit organization with legal authority to accept such easements (the organization shall be bona fide and in perpetual existence

and the conveyance instruments shall contain an appropriate provision for retransfer in the event the organization becomes unable to carry out its functions). If the entity accepting the easement is not the Town or the County, then a third party right of enforcement favoring the Town or the County shall be included in the easement; or

- A governmental entity with an interest in pursuing goals compatible with the purposes of this section acceptable to the Town or County, as appropriate.
- ii) A permanent restrictive covenant for conservation purposes in favor of a governmental entity.
- iii) An equivalent legal tool that provides permanent protection, if approved by the Town or County, as appropriate.
- iv) Dedication of the land to an established homeowner's association (with legal standing in the property) that accepts permanent maintenance responsibility.
- d) The instrument for permanent protection shall include clear restrictions on the use of the open space. These restrictions shall include all restrictions contained in this Article, as well as any further restrictions the applicant chooses to place on the use of the open space.
- e) Open space that has been dedicated to an established homeowner's association can be transferred with a permanent conservation easement to a land trust or similar conservation-oriented non-profit organization with legal authority to accept such easements pursuant to subparagraph (1) above.

F Maintenance of Open Space: Natural features shall be maintained in their natural condition, but may be modified to improve their appearance, functioning, or overall condition, as recommended by experts in the specific area being modified. Permitted modifications may include:

- a) Reforestation;
- b) Woodland management;
- c) Pasture or cropland management;
- d) Buffer area landscaping;
- e) Stream bank protection; and/or
- f) Wetlands management.

Unless accepted for dedication or otherwise agreed to by Johnston County, another unit of local government, the State of North Carolina, or a private non-profit land conservancy, the cost and responsibility of maintaining open space and any facilities located thereon shall be borne by the property owner and/or homeowners' association.

G Development Standards: A conservation subdivision is one in which building density within the subdivision does not exceed five (5) dwelling units per acre, provided such lots and subdivisions are developed in accordance with the following standards:

- a) Land saved through lot size reductions shall consist of designated primary and/or secondary conservation areas.

- b) The total amount of land set aside as primary and secondary conservation areas shall equal the sum of all reductions in minimum lot area and shall comprise at least fifty percent (50%) of the total land area in the subdivision.
- c) Both primary and secondary conservation areas shall be placed in undivided preserves which adjoin housing areas that have been designed more compactly to create larger conservation units that may be enjoyed by all residents of the subdivision and, if possible, enjoyed visually by the general public. Such undivided open space shall be accessible to the largest number of lots within the development. To achieve this, most house lots should abut undivided open space to provide residents with direct views and access. Safe and convenient pedestrian access to the open space from all adjoining house lots shall be provided, except in the case of farmland or other resource areas vulnerable to human disturbance. The design must meet Section IX, Evaluation Criteria, which sets forth conservation area design characteristics.
- d) Where undivided open space is designated as separate non-contiguous parcels, no parcel shall consist of less than three (3) acres in area, nor have a length-to-width ratio more than 4:1, except such areas that are specifically designed for neighborhood commons or greens; play fields; buffers adjacent to wetlands, water courses, and rural roads; wildlife corridors; or trail links.
- e) Each lot must contain a buildable area of sufficient size to accommodate a single-family detached dwelling and customary accessory uses, including, but not limited to, storage buildings and garages, patios and decks, lawns, driveways, septic systems including repair areas, and well sites. A septic system and/or well site may be located in a secondary conservation open space area provided it does not occupy more than one-quarter of the secondary conservation area. No septic system, repair area, and/or well can be located in the primary conservation area.
- f) Provided the arrangement, design, and shape of cluster lots is such that lots provide satisfactory and desirable sites for building, and contribute to the preservation of designated primary and/or secondary conservation areas, and meet setback requirements as specified in Section 14-75 of the Archer Lodge Zoning Ordinance, minimum lot area may be reduced to 20,000 square feet where lots are served by individual wells and septic systems, or 15,000 square feet with county water and septic systems.
- g) Conservation subdivision road(s) shall be designed to provide internal access to all lots in the subdivision. Private driveways shall access existing state-maintained roads only via subdivision roads providing internal access to lots in the subdivision.
- h) Lots shall be restricted against further subdivision through deed restrictions and/or permanent conservation easements. Primary and secondary conservation areas shall be dedicated to Johnston County, another unit of local government, the State of North Carolina, a private non-profit land conservancy, or a homeowners' association.
- i) Zero (0) Side and/or Rear Yard Setbacks. A zero (0) side and/or rear yard setback as permitted herein, may be permitted, subject to the following provisions:
 - i) Any wall, constructed on the side or rear lot line shall be a solid doorless and windowless wall. Such wall shall contain no electrical, mechanical, heating, air conditioning, or other fixtures that project beyond such wall. If there is an offset of the wall from the lot line, such offset shall comply with the side yard setback requirements specified in Article 8. Roof eaves may encroach two (2) feet into the adjoining lot;
 - ii) A five (5) foot maintenance and access easement with a maximum eave encroachment easement of two (2) feet within the maintenance easement shall be established on the adjoining lot and shall assure ready access to the lot line wall at reasonable periods of the day for normal maintenance;
 - iii) Where zero (0) side or rear yard setbacks are proposed, the buildable area for each lot shall be indicated on the preliminary and final subdivision plat;
 - iv) No structure may be located on more than one (1) side lot line.

- j) Street Standards. All streets in Conservation Subdivisions shall conform to the standards contained in Section 18-226 of this Ordinance.

H Design Guidelines:

- a) *Determining Density or Lot Yield.* Overall density shall be based upon the minimum lot size requirements of the AR zoning and based on a Conventional Subdivision or “Yield” Plan conforming to the regulations governing lot dimensions, land suitable for development, and street design. Although such plans shall be conceptual in nature and are not intended to involve significant engineering or surveying costs, they must be realistic. Potential building lots and streets must not be shown in areas that would not ordinarily be permitted in a Conventional Plan. For example, such plans would include, at minimum, basic topography, wetland locations, 100-year floodplains, and slopes exceeding twenty-five percent (25%) in defining areas unsuited for development.

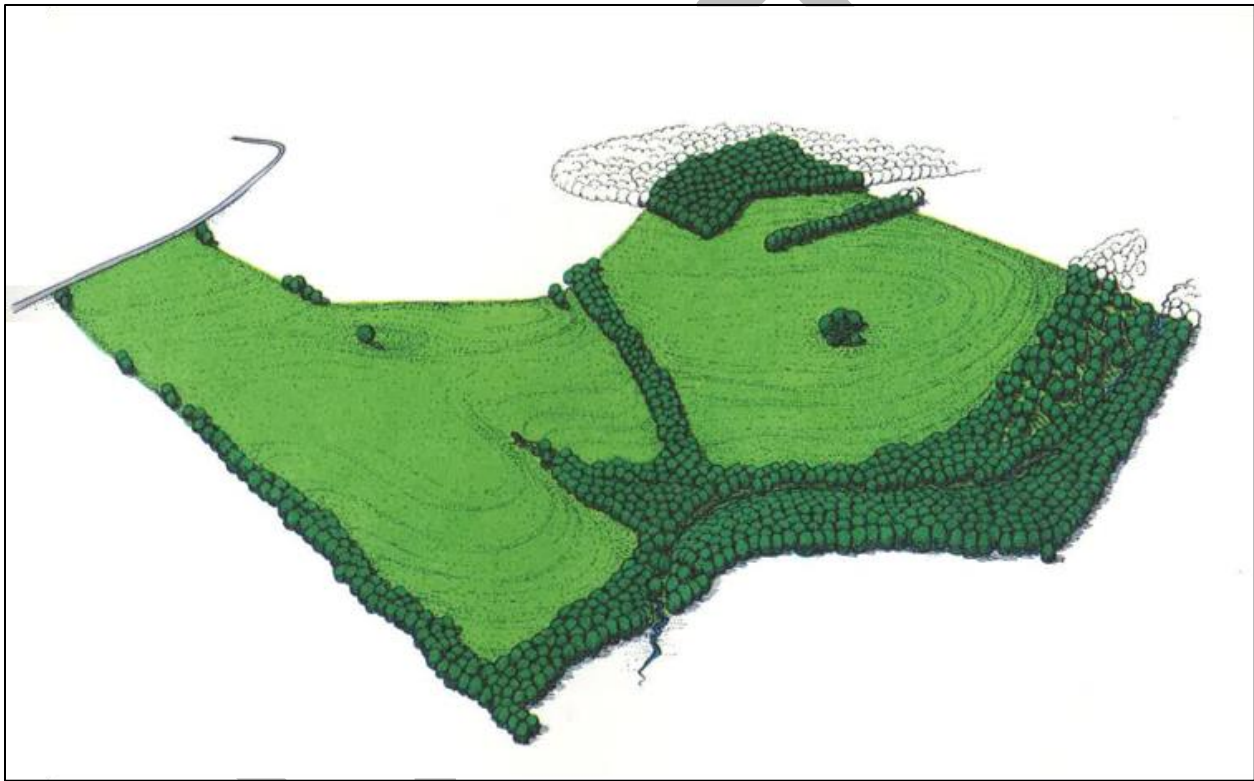


Figure 1. Site Prior to Development¹.

Soil suitability for individual septic systems shall be demonstrated either by preliminary soil suitability analyses of ten to fifteen percent (10% to 15%) of the proposed lots; or provision of a map showing the location of soil types suited for septic systems as based on the Johnston County, N.C. Soil Survey. The map shall be prepared in consultation with a licensed Soil Scientist.

¹All Figures from *Conservation Design for Subdivisions*; by Randall G. Arendt. Copyright © 1996 by Island Press. Reproduced by permission of Island Press, Washington, D.C.



Figure 2. Site with Conventional Development.

The number of lots achieved through the preparation of a Conventional Subdivision or “Yield” Plan is the number of lots which must be used in preparing the Conservation Subdivision Development Plan (See Figure 3.). The number of lots may not be increased through the proposed use of an alternative or community sewage disposal system. Increases are permitted, however, at the Preliminary Plan stage where a more detailed soil analysis clearly demonstrates that a greater number of lots is achievable than shown on an approved Concept Plan.

b) *Design Process.* Conservation subdivisions shall be designed around both the Primary and Secondary Conservation Areas, which together constitute the total required open space. The design process should therefore commence with the delineation of all potential open space, after which potential house sites are located. Following that, access road alignments are identified, with lot lines being drawn in as the final step. This “four-step” design process is further described in the illustrations that follow.

i) *Step 1: Open Space Designation:* All potential Conservation Areas, both Primary and Secondary, shall be identified using a Site Analysis Map. Primary Conservation Areas shall consist of those features described in Section C b)i) above and illustrated in Figure 4.

Secondary Conservation Areas shall comprise at least half of the remaining land and shall include the most sensitive and noteworthy natural, scenic, and cultural resources as described in Section C b)ii) above. Guidance as to which parts of the remaining land to classify Secondary Conservation Areas shall be based upon on-site visits; and the Evaluation Criteria contained in Section I below and illustrated in Figure 5.



Figure 3. Yield Plan (32 lots).

- ii) Step 2: Potential Development Areas and House Site Location: During this step, potential development areas are defined and house sites are tentatively located. (See Figure 6.) The proposed location of houses within each lot represents a significant decision with potential impacts on the ability of the development to meet the Evaluation Criteria contained in Section I below.

Generally, house sites should be located no closer than 100 feet from Primary Conservation Areas. Such sites may be situated 50 feet from Secondary Conservation Areas to permit the enjoyment of scenic views without negatively impacting Primary Conservation Areas. (See Figure 7.)

- iii) Step 3: Street and Lot Layout: This step consists of aligning proposed streets and potential trails to provide vehicular and pedestrian access to each house in the most reasonable and economical manner. When lots and access streets are laid out, they shall be located in such a way that avoids or at least minimizes impacts on both Primary and Secondary Conservation Areas. To the greatest extent practical, wetland crossings and streets traversing slopes over 15 percent shall be strongly discouraged unless such streets link one

buildable portion of a site with another and no other means of access is available. (See Figure 8.)

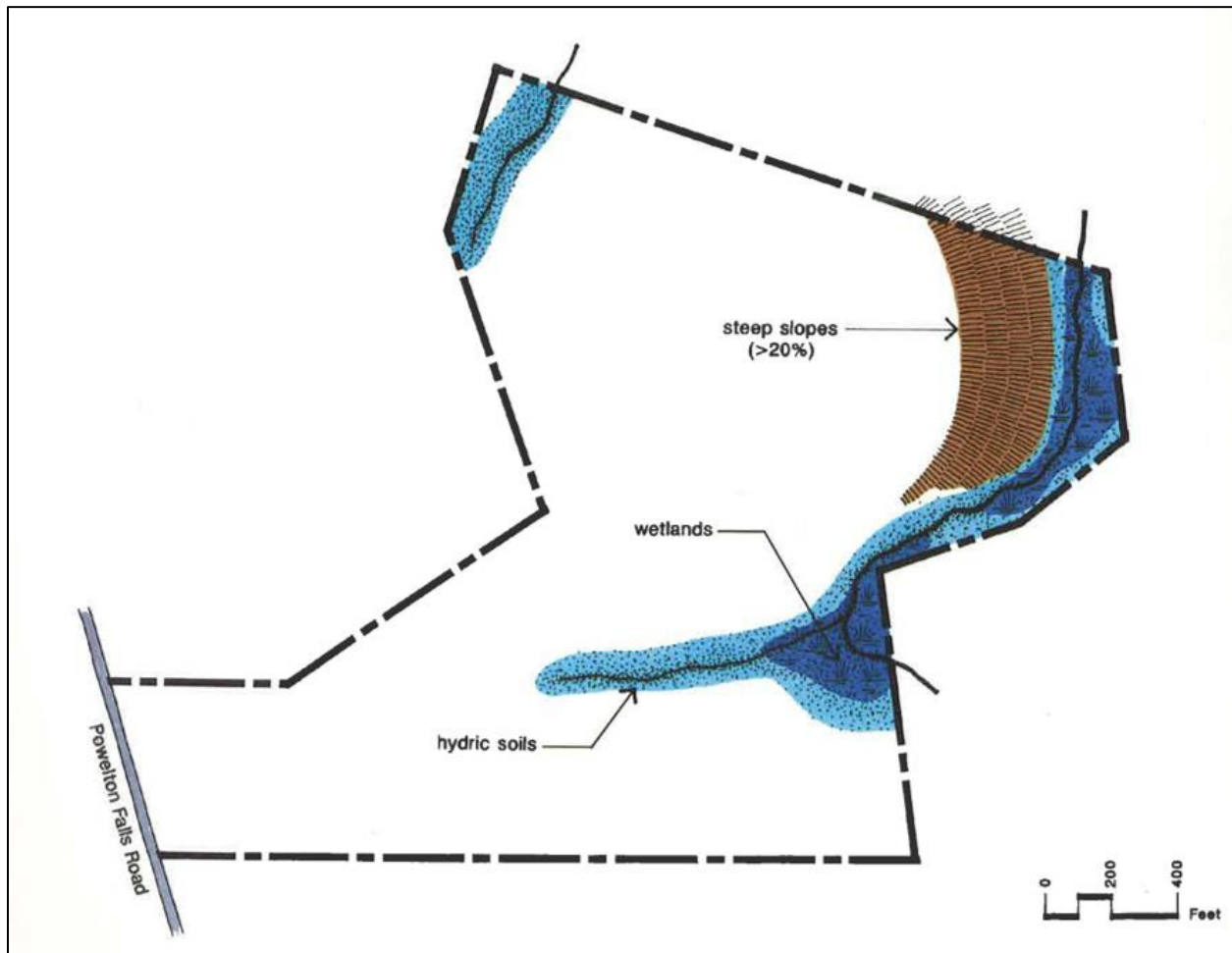


Figure 4. Identifying Primary Conservation Areas.

- iv) Step 4: The final step consists of drawing in lot lines around potential house sites (see Figure 9). Each lot must contain a buildable area of sufficient size to accommodate a single-family detached dwelling and customary accessory uses, including, but not limited to, storage buildings and garages, patios and decks, lawns, and driveways. Individual wells and septic systems, where these are to be provided, may be located within the undivided conservation land if sufficient space is not available on the lots.



Figure 5. Identifying Secondary Conservation Areas.



Figure 6. Identifying Potential Development Areas.

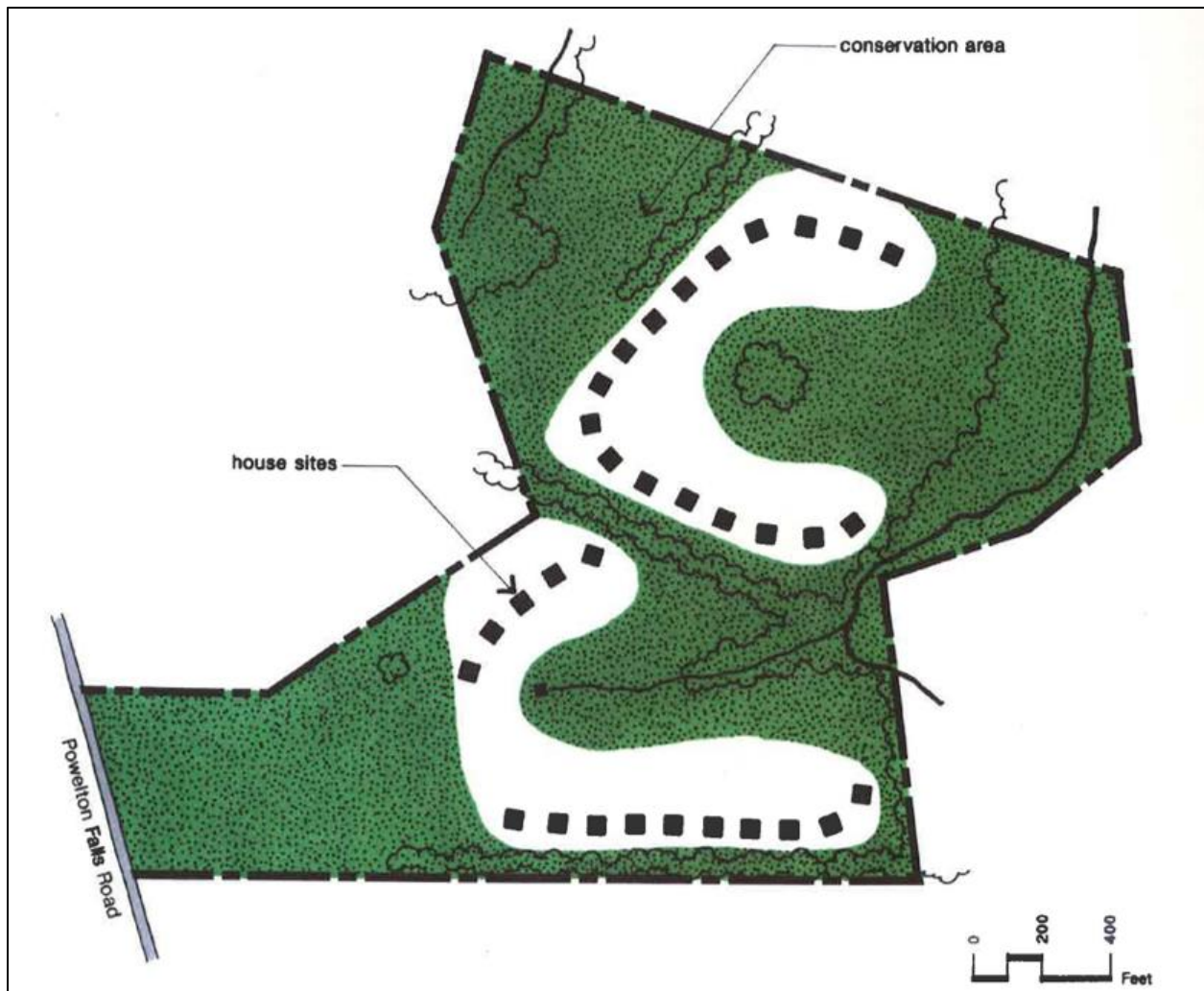


Figure 7. Identifying Potential House Sites.

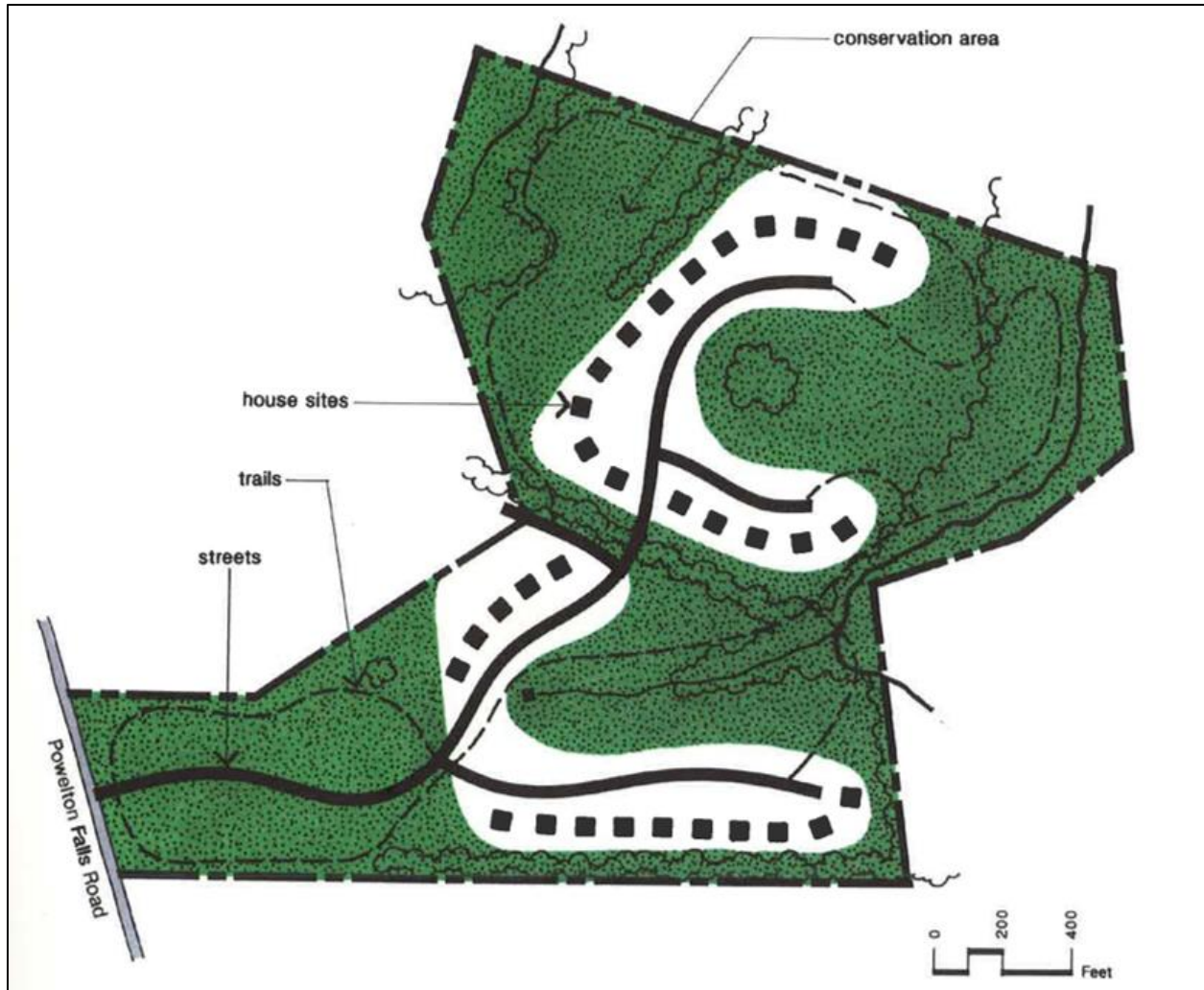


Figure 8. Designing Road Alignments & Trails.



Figure 9. Drawing in the Lot Lines (32 lots).

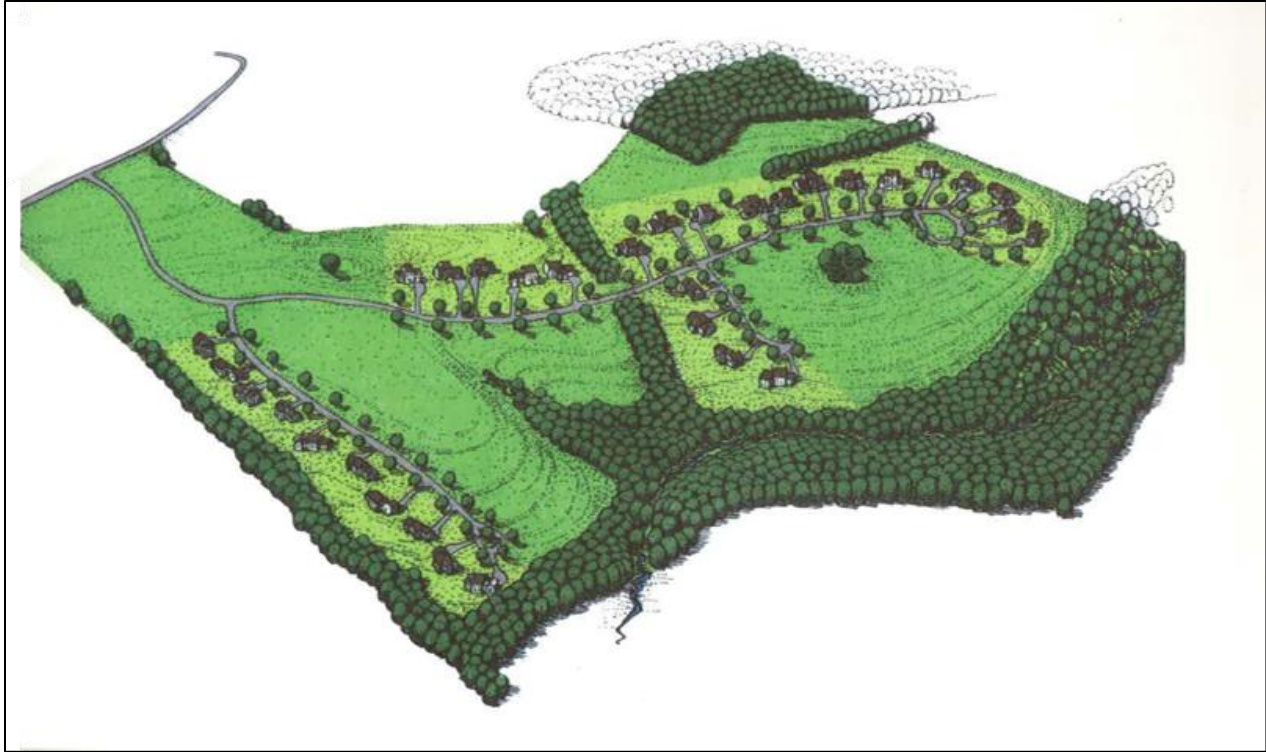


Figure 10. Site in Conservation Development.

- I Evaluation Criteria:* For any given site, resources may vary widely in importance; e.g., a natural area compared to a historic site. Likewise, for each type of resource, there may be examples of greater or lesser significance; e.g., a notable example of local vernacular building traditions compared to a much-altered older home. Priorities for conserving such resources should therefore be based upon a thorough site analysis and an understanding of what is more special, unique, noteworthy, environmentally sensitive, and/or historic as compared with other similar features or different types of resources.

In evaluating the layout of lots and open space, the following criteria will be considered as indicating design appropriate to the site's features and meeting the intent of the Conservation Subdivision Design standards. Whereas diversity and originality in lot layout are encouraged, it is recognized that not all objectives may be achieved on a given site. Each applicant must therefore achieve the best possible relationship between development and preservation objectives.

- a) General Criteria. The following criteria apply to all Conservation Subdivision Development projects:
 - i) The shape of the open space shall be reasonably contiguous, coherently configured, and shall abut existing or potential open space on adjacent properties. Long narrow segments must be avoided except in the case of trail or stream corridors, or landscape buffers adjoining street rights-of-way and/or neighborhood boundaries.
 - ii) The pedestrian circulation system shall be designed to assure that pedestrians can walk safely and easily on the site, between properties and activities or special features within the neighborhood open space system. All roadside footpaths should connect with off-road trails, and link with existing or potential open space on adjoining parcels.

- iii) Protect and preserve all wetlands, floodplains, and steep slopes from clearing, grading, filing, or construction except as may be approved by the Board of Commissioners.
 - iv) Landscape common areas (neighborhood greens), cul-de-sac islands, and both sides of new streets with native species shade trees and flowering shrubs with high wildlife conservation value.
 - v) Off-site individual septic systems associated with a conservation subdivision development as outlined in Section 14-104(G) must be contained within common open space (not within Primary Conservation Areas) and approved by the Johnston County Environmental Health Department.
- b) Forest Land/Natural Areas Conservation. Where the goal of the Conservation Subdivision Development project is to conserve forest land and/or natural areas and wildlife habitats, the following criteria apply:
- i) Dwellings should be located in unwooded parts of the site away from mature forests, natural areas, and/or wildlife corridors.
 - ii) When any woodland is developed, care shall be taken to locate buildings, streets, yards, and septic disposal fields to avoid mature forests, natural areas, and/or wildlife corridors.
 - iii) To the greatest extent practicable, development should be designed around existing hedgerows and tree lines between fields or meadows. The impact on larger woodlands (greater than five acres), especially those containing mature trees, natural areas, and/or wildlife corridors, should be minimized.
- c) Farmland Conservation. Where the goal of the Conservation Subdivision project is to conserve farmland, the following criteria apply:
- i) Locate building lots in forested areas away from existing pastures, cropland, feedlots, and similar uses.
 - ii) If the development must be located on open fields or pastures because of greater constraints on other parts of the site, dwellings should be sited in locations at the far edge of a field, as seen from a public road.
 - iii) Identify the most productive portions of existing fields, pastures, and cropland and locate building lots on less productive land.
 - iv) Provide buffers of at least 75 feet in width between building lots and cropland and pastures to reduce the potential for conflict between residents and farming activities.
- d) Conservation of Scenic Views. Where the goal of the Conservation Subdivision project is to conserve scenic views, the following criteria apply:
- i) Leave scenic views and vistas unblocked or uninterrupted, particularly as seen from public roadways. Consider “no-build, no-plant” buffers along public roadways where views or vistas are prominent or locally significant. In wooded areas where enclosure is a feature to be maintained, consider a “no-build, no-cut” buffer created through the preservation of existing vegetation.
 - ii) Where development is located in unwooded areas clearly visible from existing public roads, it should be buffered from direct view by a vegetative buffer or an earth berm constructed to reflect the topography of the surrounding areas.
 - iii) Protect rural roadside character and scenic views by providing larger lots (e.g., two acres or more) adjacent to existing public roads.

- iv) Protect rural roadside character and vehicular carrying capacity by avoiding development fronting on existing public roads; e.g., limiting access to all lots from interior rather than exterior roads.
 - v) Unless buildings can be effectively screened or buffered with trees, avoid siting new construction on or close to prominent hilltops or ridges where rooflines are seen above the horizon.
- e) Historic and Archaeological Features. Where the goal of the Conservation Subdivision project is to conserve historic and archaeological sites, and structures, the following criteria apply:
- i) Design around and preserve sites of historic, archaeological or cultural value to safeguard the character of the feature(s), including fences and walls, farm outbuildings, burial grounds, abandoned roads, and earthworks.
 - ii) New streets, driveways, fences, and utilities must be sited so as not to intrude unnecessarily on rural, historic landscapes. Whenever possible, streets and driveways are to follow existing hedgerows, fence lines, and historic farm drives.
 - iii) New developments must include plantings which incorporate native species and historic landscape materials to harmonize with the character of the area.
 - iv) Building designs and styles used in new construction should be compatible with the architectural style of historic buildings located on or adjacent to the site, especially in terms of scale, height, roof shape, and exterior materials.
- f) Recreation Provision. Where the goal of the Conservation Subdivision project is to provide recreation and parks facilities for neighborhood residents and/or the general public, the guidelines contained in Section 18-226 A i) shall apply.

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ACTIONS TAKEN BY PLANNING BOARD AT FEBRUARY 15, 2017 MEETING

FOLLOWING MOTIONS WERE MADE AND APPROVED:

MOTION BY W.R. DEAN, JR., SECONDED BY JIM PURVISS, III THAT THE PLANNING BOARD ACCEPT STAFF'S RECOMMENDATION TO GIVE CONDITIONAL APPROVAL OF THE PRELIMINARY PLAT ON CASTLEBERRY ROAD – JERRY G. PACE, JR. PROPERTY OF 55 ACRES WITH 20 LOTS, SUBJECT TO THE ELEVEN (11) ITEMS ON THE FEBRUARY 8, 2017 LETTER BEING COMPLETED. . MOTION PASSED 5 FOR AND 0 AGAINST.

MOTION BY TERESA ROMANO, SECONDED BY JOEL PACE THAT THE PLANNING BOARD FORWARD SECTION 14-104 CONSERVATION SUBDICISION DESIGN DISTRICT (CSDD) TO THE TOWN OF ARCHER LODGE TOWN COUNCIL FOR THEIR APPROVAL. MOTION PASSED 6 FOR AND 0 AGAINST.

MOTION BY JIM PURVIS, III, SECONDED BY JOEL PACE THAT THE PLANNING BOARD RECOMMEND TO THE TOWN OF ARCHER LODGE TOWN COUNCILTHE APPROVAL OF THE FOLLOWING REVISED SECTIONS OF THE ZONING ORDINANCE: Sec.14-75, Sec. 14-76, Sec. 14-77, and Sec. 14-78. Motion passed 4 for and 2 against.

CERTIFIED AS BEING THE ACTION TAKEN BY THE PLANNING BOARD ON FEBRUARY 15, 2017.

2/16/17
DATE

W.R. Dean
W.R.DEAN, JR. SECRETARY TO THE BOARD