PLANNING AND ZONING BOARD
REGULAR MEETING
THURSDAY, APRIL 04TH, 2024
ASSEMBLY HALL
395 MAGNOLIA ROAD
PINEHURST, NORTH CAROLINA
4:00 PM

Board Members Present:	Board Members Absent:	Staff Present:
Jeramy Hooper, Chair	Matt Jones, Vice Chair	Alex Cameron, Planning Director
Louise Mercuro	Jimmy Duncan	Pamela Graham, Planning Supervisor
Thomas Schroeder	Carol Henry	Michael Mandeville, Senior Planner
Bruce Hironimus		Maria Carpenter, Planner
Sonja Rothstein		Paul Conners, IT Systems Specialist
Paul Roberts		JoEllen Richter, IT Technician

Approximately 3 member(s) of the public were in attendance.

I. Call to Order

Mr. Hooper called the meeting to order at 04:05 PM, confirmed a quorum was present, and explained the purpose of this meeting. The Board introduced themselves and Mr. Hooper introduced Staff.

II. Approval of Minutes

a. 03-07-2024 Regular Meeting Minutes

Mr. Schroeder moved to approve the minutes of the March 07th, 2024 Regular Meeting. Seconded by Ms. Rothstein. Approved by a vote of 5-0.

III. New Business

A. Discussion on the Recent Conditional Zoning Request off Trotter Hills Drive
The purpose of this agenda item is for collaborative discussion on the proposed project design and conditions between the Board and the Applicant of the recently reviewed conditional zoning application. No action is requested nor will be taken by the Board on this agenda item.

The Board and Staff members discussed the reason for this Work Session; to give direction to the applicant and provide feedback for a more compliant and revised plan for the proposed Trotter Hills Residential Development. Mr. Cameron advised the Board that Mr. Bob Koontz would be joining the meeting virtually.

Mr. Michael Etowski thanked the Board, Staff and Council Members for allowing the Work Session to be conducted, gave a background on the Trotter Hills Development plan & vision, and presented the three items that need to be discussed today with feedback given: Placement of Garage Loading, Alleyway Design, and Critical Dimension Standards. Mr. Etowski presented a review of the Site Location, Existing Site with photos, and addressed the Board with the topics to be discussed. Mr. Etowski and the Board discussed the first topic: Placement of Garage Loading, which included Site Diagram Comparisons - Alleyways, Off-Site Views, and Site Diagram Comparisons – Open Space. Mr. Etowski, Board Members and Staff discussed open/green space, impervious surface areas, density, design creativity and buffers between adjoining properties in relation to front loading and rear loading garages, and which placement is most preferred by Board Members and neighboring properties while adhering to the Form Based Guidance Plan, with a majority of Board Members preferring rear loading garages. Mr. Etowski, Board Members and Staff discussed the second topic: Alleyway Design Standards, including 20- or 24-foot alleyway widths and rear setbacks, and examples of alleyway designs, with a majority of the Board Members preferring the 24-foot alley width. The Board, Mr. Etowski, and Staff discussed the third topic: Dimensional Standards, which included front build-to lines and porches. The majority of Board members agreed that porches could possibly encroach beyond the build-to lines, but they would like to see a more detailed plan for the proposed porch design, and if approved, would most likely require additional conditions. Mr. Hooper addressed Board members, Applicants & Staff regarding additional topics that he would like to discuss moving forward, including open spaces, density, landscape buffer application, and duplex sewage systems, as well as phasing, timing, and clearing of the land. The Board discussed what they would like to see moving forward, with an updated design being more consistent with the Form Based Guidance and Small Area Plans. Mr. Etowski thanked the Board and Staff for the opportunity to discuss these topics to gain feedback and provide a more compliant and revised plan.

IV. General Business

Mr. Cameron addressed the Board regarding the upcoming Regional Workshop training and advised the members to choose their location preference as soon as possible.

V. Next Meeting Date

A. 05-02-2024 Regular Meeting

VI. Motion to Adjourn

Mr. Hironimus moved to adjourn the Regular Meeting. Seconded by Mr. Schroeder. Approved by a vote of 5-0 at 07:13 PM.

Respectfully Submitted,

Shelby Grow
Clerk to the Board &
Planning Administrative Specialist
Village of Pinehurst

A videotape of this meeting is located on the Village website: www.vopnc.org.

The Village of Pinehurst is a charming, vibrant community which reflects our rich history and traditions.
Mission: Promote, enhance, and sustain the quality of life for residents, businesses, and visitors.
Values: Service, Initiative, Teamwork, and Improvement.