



FOCUS Technical Committee Meeting Documents

August 22, 2018

Meeting Agenda

Handouts / Presentation

Draft Meeting Notes



FOCUS Technical Committee Meeting August 22, 2018 ~ 2:00 pm

MEETING GOAL

Discuss and receive feedback from the Technical Committee on the supplemental standards for certain uses.

Meeting Agenda

- | | |
|--------------------------|---|
| 2:00 pm-2:10 pm | 1. Welcome |
| 2:00 pm – 3:45 pm | 2. Discussion of Draft Commercial Design Standards |
| | 3. Discussion of Supplemental Standards for Uses |
| | a) Cluster housing |
| | • Appropriate zoning districts |
| | • Location of relocated homes |
| | b) Cottage Courts |
| | • Density |
| | • Lot Coverage for non-conforming courts |
| | c) Artisan's Workshop |
| | • Definition |
| | • Use of workshop area- |
| | ▪ Will sale of goods be allowed? |
| | ▪ Will classes be allowed? |
| | • Parking |
| | d) Mixed Use |
| | • Review draft language |
| | • This was discussed at a previous meeting. However, staff has made changes based on changes to Commercial Design Standards and committee feedback. |
| 3:45 pm- 4:00 pm | 6. Recap & Next Steps |
| 4:00 pm | 7. Meeting Adjourn |



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Supporting Materials

1. Cluster Housing-

Current draft language-

A. SECTION 7.1 CLUSTER HOUSING (NEED DEFINITION).

Cluster housing is permitted in accordance with Section 6.6 Table of Uses and Activities, subject to other requirements of this UDO and provided the following conditions are met: (introductory sentence to each use needs to be consistent depending on whether it is a PS or CS use; sentences are currently worded differently)

7.1.1. Residential clusters shall be on a single oceanfront lot ~~with road frontage on State Highway 1243~~, of which at least fifty (50) percent of the lot is net buildable land.

7.1.2. Residential clusters shall be limited to a maximum of three (3) dwelling units per lot.

7.1.3. Dwelling units eligible for permitting under this use category shall be limited to single-family dwelling(s) already located on the lot and single-family dwelling(s) endangered by shoreline erosion being relocated to the lot.

7.1.4. Minimum area requirements for residential clusters shall be 20,000 square feet of lot area for the first dwelling unit and an additional minimum 15,000 square feet of lot area for each additional dwelling unit

7.1.5. The minimum separation between detached units in a cluster shall be twenty (20) feet.

Questions for discussion:

A. Currently, cluster housing is limited to a maximum of 3 dwelling units per lot (7.1.2 above) in the R-2 zoning district.

i. *Only allow for shoreline erosion situations, no new development*

B. Should we allow homes to be moved to a lot other than an oceanfront lot?

i. *Ok to move to another lot as long as east of 12 or 1243*

C. Does the committee want to open this beyond the oceanfront in R-2 zoning to other zoning districts?

i. Does the committee want to allow in CR?

1. *No do not want to expand*

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Supporting Materials

2. Cottage Court

Current draft language-

Section 7.2 Cottage Courts.

Cottage courts are permitted as a conditional use in the CR, C-1, and C-2 zoning districts, provided the following requirements and conditions are met:

7.2.4. Density.

Cottage courts shall contain at least three but not more than ten individual dwelling units.

7.2.14.4.4. All improvements must meet the dimensional requirements of the district in which they are located. When a lot coverage nonconformity exists on a cottage court site, improvements may be allowed as long as there is no net increase in overall lot coverage. All other nonconformities shall be regulated in accordance with Article 5, Nonconformities.

Andy added-

Cottage courts shall be designed and intended for transient guests on a rental basis, with the exception of living quarters for the property owner or on-site management. Individual dwelling units must be designed and arranged for occupancy by one family operating as a housekeeping unit and shall contain at least five hundred (500) but no more than two thousand (2,000-1,500) square feet of gross floor area. One structure may be up to five thousand (5,000) square feet if it is combined with on-site management or another complementary accessory or principal use. Each cottage court unit shall contain separate sleeping, bathing and living areas.

1,500 or less- move to keep that.

Questions for discussion:

A. In 7.2.4 Density (above), density is set at between three but not more than 10 units for cottage courts.

- Is this appropriate for cottage courts in CR, C-1, and C-2 zoning districts?

Ok range of density

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- B. In 7.2.14.4.4 (above), new cottage courts are allowed to have up to 55% lot coverage while existing cottage courts in R-2 are limited to 33% lot coverage.
- Does the Committee wish to allow existing cottage courts to increase lot coverage to 55%.
 - *Ok, to allow*

 - Point to consider:
 - While this would be an increase in lot coverage, Policy EC-6 from the Comprehensive Plan states, "Support and foster small, local businesses that preserve and uphold the vision and legacy of the town." This policy is accomplished through action EC-6c that states, "Develop regulatory flexibility that allows existing small, local businesses to upgrade and maintain their facilities in order to remain relevant and competitive in the market." Allowing the increased lot coverage for existing businesses would allow them to remain relevant in the market.

3. Artisan Workshop

The Artisan Workshop use is a new use proposed as part of the UDO rewrite. This use was proposed to accomplish Policy CR-4, "Promote and sustain the Gallery Row Arts District."

Summary of Proposed Draft Language

- Artisan production conducted inside enclosed building
- No outside storage of materials or supplies
- Finished pieces of artwork may be displayed on the exterior (not in setback or parking areas)
- > than 3,000 square feet requires Conditional Use Permit (C-2 & C-4 districts)
 - *Add CR District*

- Permitted in C-1, C-4 districts if < 3,000 square feet
 - *Add C-2 and CR district*

- ***Allow class 3 home occupations in CR & C-2***

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Questions for discussion:

- A. Artisan Workshop can be defined as, "An establishment for the preparation, display, and sale of individually crafted artwork, jewelry, furniture, sculpture, pottery, leathercraft, hand-woven articles, and related items." *For the teaching of visual arts such as drawing, photography, painting, and writing.*
- The committee could also add language to address any of the following uses as well: for the teaching *(including workshop)-and performance* of visual and performing arts such as drawing, photography, vocal, or instrumental music, theatre, painting, or writing.
 - The goal would be to agree on and develop a definition at this meeting.
 - *No performance*
 - *Artisan workshop*
 - *Artisan workshop w/teaching- address with parking requirements*
 - *Teaching is allowed only as an accessory-*
- B. Should the following be allowed as provisions in artisan workshop:
- Multiple artists
 - *yes*
 - Classes
 - *Yes, but impact of parking and noise- need to address*
 - Artisans Workshop with accessory residential
 - *ok*
 - ~~*Amplified music*~~
- C. Should this use be required to provide additional parking? If so, what ratio of parking is appropriate?
- *Wait for later*
- D. Should the hours of operation be set as part of the conditional use process or set in the ordinance itself?
- If yes to either:
 - For uses <3,000 square feet, could limit the hours of operation to 7 am – 9 pm or similar.
 1. *For uses that create noise set hours*
 - For uses > than 3,000 square feet, could address hours of operation as part of the conditional use process.
- E. Suggest adding the following language-
- Must demonstrate that the use controls smoke, noise, soot, dirt, vibration, odor, etc

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4. Mixed Use

Current Ordinance Language That Falls in the Mixed Use Category

	Retail shopping center	Office/retail group development	Commercial/Residential Mixed Development	Multiple Principal Uses Within A Single Commercial Structure	Restaurant with detached single-family dwelling	Retail
Lot width	60'	60'	100 ft	60'	60'	
Minimum lot area	15,000 sq ft	15,000 sq ft	25,000 sq ft	15,000 sq ft		
Side Setback	15' (TOTAL)* minimum	15' (TOTAL)* minimum	15' (TOTAL)* minimum	15' (TOTAL)* minimum		
Rear setback	25'	25'	25'	25'	25' **	
Front Setback	75' (all principal and accessory)	50' (all principal and accessory)	15'	15'		
Building Separation	20'	20'	NA	NA		
Height	35***	35***	35***	35***	35***	
Lot Coverage						
Zone (current)	C-2/Village	Remove from R-2	C-2/Village			

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Supporting Materials

Suggested Changes

- A. Rename Retail Shopping Center to Shopping Center- keep current definition but clarify a single commercial structure
- B. Change name of Office/Retail Group Development to Group Development- keep current definition but add "personal" to services to clarify.
- C. Add Mixed Use Development Category- allow mix of uses and ~~multi-family~~ *residential* development
- D. Rename Multiple Principal Uses Within A Single Commercial Structure to Multiple Principal Uses.
 - Aimed more at the NC 12 Corridor type development
- E. Delete Restaurant with detached single-family dwelling and create more broad category Commercial with Accessory Residential- create a new definition
- F. Deleting all the requirements for additional lot area or lot width and instead using the district standards and commercial design standards
- G. Amend the definitions as follows:
 - ~~Retail Shopping Center-~~
A single, commercial structure which includes or is designed to include two or more establishments with a combined floor area of at least 10,000 square feet planned for a single or contiguous lot.
 - ~~Office/retail Group Development-~~
A group of buildings on a single site which are occupied and used for professional offices, retail, **personal** services, indoor recreation facilities, and/or restaurant uses.
 - ~~Commercial/residential Mixed Use Development-~~
 - ~~The development of a site or structure with a combination of residential and commercial uses in a single or physically integrated group of structures.~~ **A single building containing more than one type of land use or single development of more than one building, and use, under common ownership, where the different types of land uses are in close proximity, planned as a unified complementary whole, and functionally integrated to the use of shared vehicular and pedestrian access and parking areas located on the 158 corridor. Mixed use is defined by a combination of professional offices, personal services, indoor recreation facilities, retail and/or restaurant uses in combination with ~~multi-family~~ residential development**
 - ~~Multiple Principal Uses within a single commercial structure-~~
Multiple unrelated, primary or predominate uses located within one building.
 - **Commercial with Accessory Residential-**
A primary commercial use with accessory single family residences either attached or detached. This could include single family residential, duplex, or multiple detached single family residential configured in a cottage court arrangement

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H. Keep the following supplemental standards for the mixed use categories:

- General standards applied to all mixed use categories-
 - The design of all buildings shall comply with requirements Section X, Commercial Design Standards.
- Mixed Use-
 - The residential component shall not exceed 50 percent of the total gross floor area of buildings containing one or two habitable floors, and shall not exceed 66 percent of the total gross floor area of a building containing three habitable floors.
- Multiple principal uses-
 - Multiple principal uses may be established within a single commercial structure or unit by conditional use approval provided the use is a listed permitted or conditional use within the district in which it is located and that the following conditions are met:
 - No more than two principal uses shall be located within any one structure or unit at any given time. This limitation does not apply to permitted accessory uses.
 - Parking requirements for each principal use shall be calculated separately based upon the standards applicable to each use as set forth in town Code Section 48-167, Required Parking by Use. The applicant may request a parking reduction in accordance with town Code section 48-165, Alternative and reduced commercial parking requirements
 - All uses within the single commercial structure or unit, both principal and accessory shall be managed and under the control of a single party
- **Commercial with Accessory Residential** (attached or detached)-
 - Commercial uses may have up to two accessory dwelling units that are attached or detached.
 - **Accessory Residential** must be located behind the primary commercial use and meet setbacks for principal structure within the zoning district.
 - **Individual accessory residential may not exceed 2,000 square feet in area.**

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Supporting Materials

I. Allowable Uses for all Mixed Use Designations

Service	
	<p>Personal services</p> <ul style="list-style-type: none"> - Group Fitness - Hair Salon - Indoor Fitness/Gymnasium - Massage Therapy Center - Metaphysical Wellness - Spa
	<p>Food service</p> <ul style="list-style-type: none"> - Coffee shop/juice bar - Ice cream shop - Microbreweries - Restaurant- <ul style="list-style-type: none"> • Neighborhood • Sit down • Take out
Retail	
	<ul style="list-style-type: none"> - Art Gallery - Art Gallery- Owner Occupied - Beach Recreation Equipment Rental/Sales - Bicycle Shop (repair, retail, rental) - Convenience Store - Food/Grocery Store - General Retail - Hardware store - <i>Pet shop/Dog grooming</i> - <i>Pharmacy</i>
Office	
	<ul style="list-style-type: none"> - Professional Office - <i>Contractor Office</i>
<i>Medical</i>	
	<ul style="list-style-type: none"> - <i>Medical- Offices</i>
<i>Accessory Use</i>	
	<ul style="list-style-type: none"> - <i>Outdoor Stand</i>
Institutional	
	<ul style="list-style-type: none"> - Farmer's market - Government Administrative Office - Libraries - Recreation-Public Park - Accessory Use - Residential- <ul style="list-style-type: none"> • Single family

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Supporting Materials

	<ul style="list-style-type: none">• Cottage court• Two-family- Home Occupations
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J. Prohibited Uses for Combinations of Mixed Use

Service	
	<ul style="list-style-type: none">- Auto Repair- Bail Bonds- Banking Institution- Car Wash- Sexually Oriented Business- Fueling station
Retail	
	<ul style="list-style-type: none">- Firearms Sales/Services
Warehouse/Light Industrial	
	<ul style="list-style-type: none">- All Uses
Residential	
	<ul style="list-style-type: none">- Large Residential

Questions for discussion:

- A. Are these changes appropriate to accommodate mixed use development?
– If not, what changes would you suggest?



FOCUS Technical Committee

DRAFT

Meeting Notes

August 22, 2018; 2:00 pm

Attendees: Mayor Ben Cahoon; Marvin Demers; Barbara Ayars; Mark Cornwell; David Elder; Holly White; Andy Garman; Kelly Wyatt; and Michelle Gray

All handouts are available on the Town's website www.focusnagshead.com

Welcome – Holly White welcomed everyone and noted that a couple of members were unable to attend. The draft meeting notes from recent meetings will be available soon via email.

Discussion of Supplemental Standards for Uses

Ms. White distributed a document in advance in preparation of the meeting. The wording in RED is committee comments.

**1. Cluster Housing-
Current draft language-**

A. SECTION 7.1 CLUSTER HOUSING (NEED DEFINITION).

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Deputy Town Manager added:

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Warehouse/Light Industrial	
	<ul style="list-style-type: none">- All Uses
Residential	
	<ul style="list-style-type: none">- Large Residential

The meeting was adjourned; Ms. White will notify the committee of the next meeting date and time.