



# Lenoir Planning Board

Agenda • October 26, 2020

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## Meeting Information

### *Location*

City Hall  
801 West Ave  
Lenoir, NC 28645

### *Time*

5:30 p.m.

### *Board Members*

Lucy McCarl, Chairperson

Tim Scobie, Vice-Chair

James Bradshaw

Sharon Bryant

Jeff Church

Kent Greer

Leah Hamilton

Mac Martin

Kaye Reynolds

### *Welcome!*

We are glad you have joined us for tonight's meeting. The Lenoir Planning Board is an advisory board to City Council comprised of citizen members who voluntarily devote their time and talents to a variety of zoning and land development issues in the community. All Planning Board recommendations are subject to final action by City Council.

### *General Rules of Order*

The Board is pleased to hear all non-repetitive comments. However, since a general time limit of five (5) minutes is allotted to the proponents/opponents of an issue, large groups are asked to name a spokesperson. If you wish to appear before the Board, please fill out an Appearance Request/Lobbyist Registration Form and give it to the Recording Secretary. When the Chairperson recognizes you, state your name and address and speak directly into the microphone. ROBERT'S RULES OF ORDER govern the conduct of the meeting.

## OPENING SESSION

- Determination of a Quorum
- Call to Order
- Consideration of September 28, 2020 Minutes

**OTHER BUSINESS**

1. NCGS 160D Workshop
2. Update on zoning permits issued

**ADJOURNMENT**

## Outline for Planning Board: 160D updates

### Chapter 2 Amendments

#### **Page 1: General Standards for Boards**

- Oath of Office Required
- Conflict of Interest standards codified
- Rules of Procedure and Minutes required

#### **Page 3: Planning Board**

- General Functions
- Comprehensive Plan – requirements, process for adopting and amending

#### **Page 9: Board of Adjustment**

- General Functions; board composition (previous ordinance had a 6 member board and defined a quorum as 7 people...it's all been cleaned up and moved, which is why you don't see the strike-throughs)

[NOTE: On page 10 you will see I've collapsed several section headings. There are amendments proposed to chapters 4, 9, 10, and 19 that I'm still working on, and are mostly just technical changes. The most substantial changes will be to the subdivision ordinance, which we will need to spend some time with next month. You will be provided these sections at a later date.]

### Appendix A (Zoning) Changes

[NOTE: There will be additional changes for you to review relating to the sections on administration of permits and enforcement of violations, stop work orders, etc. There will also be changes to the section on the official zoning map and the map amendment and text amendment process, but these should all be minor amendments that don't change our processes greatly (if at all). You will be provided these sections at a later date.]

#### **Page 11: Conditional Zoning Districts**

- Added conditions for applicant to sign consenting to conditions (new requirement)
- Require recordation of conditional zoning ordinances with the ROD
- Added specific process for **minor modifications**, major modifications, and repeal

#### **Page 13: Special Use Permits (f/k/a Conditional Use Permits)**

- Revisions for the Planning Board's role in review – per statutes, it is an "informal preliminary forum"

- Added specific language to define **minor modifications** and major modifications/amendments
- Clarified the types of conditions that can be imposed, and added requirement for applicant to sign consenting to such conditions on the permit.
- Require recordation of special use permits with the ROD
- Clarified process for extensions and revocation, consistent with statutory standards (previous language was vague and did not comply with the statutes)
- I've collapsed the sections on manufactured home parks and communication towers, because they are long and mostly just contain updates from "conditional" to "special" use terms

**Page 18: Quasi-judicial Procedures**

- Process from statutes adopted directly into our local ordinance, various sections reference this section. Clarifies and standardizes noticing and procedural requirements.
- Note that these procedures apply only to the evidentiary hearing. We would not follow this procedure for the PB review of SUPs, as it is not an evidentiary hearing (and is specifically banned from being one in the statutes)
- Variance section is collapsed, but it deletes the outdated standards and repeats the statutory standards verbatim. No surprises or changes to practice.

**Page 21: Vested Rights and Permit Choice**

- Provided as an FYI – this is directly from the statutes and required for local governments
- Special Use Permits are considered site-specific vesting plans, and as such the revocation and extension language refers back to this section. Included so you have the reference.

**AN ORDINANCE OF THE CITY COUNCIL OF LENOIR,  
NORTH CAROLINA, AMENDING CHAPTERS 2, 4, 9, 10,  
19, AND APPENDIX A OF THE LENOIR CITY CODE  
RELATED TO COMPLIANCE WITH NORTH CAROLINA  
GENERAL STATUTES CHAPTER 160D, PROVIDING FOR  
SEVERABILITY, CODIFICATION, AND AN EFFECTIVE  
DATE.**

**Whereas,** the Lenoir Planning Board finds and declares that this ordinance and these amendments consistent with the City’s adopted Comprehensive Plan; and

**Whereas,** the Lenoir City Council hereby finds and declares that this ordinance and these amendments are in the best interest of the public health, safety, and welfare; and

**NOW, THEREFORE, LET IT BE ENACTED BY THE CITY COUNCIL OF THE  
CITY OF LENOIR, NORTH CAROLINA, AS FOLLOWS:**

**SECTION 1. State Law references to Chapter 160A, Article 19 deemed updated:**

**SECTION 2. References to Conditional Use Permits deemed updated:**

**SECTION 3. Chapter 2 of the Code of Ordinances, City of Lenoir, North Carolina, “Administration” is hereby amended to read as follows:**

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**ARTICLE II. - CITY COUNCIL**

**ARTICLE V. - BOARDS, COMMISSIONS AND DEPARTMENTS**

**DIVISION 1. - GENERALLY**

**Sec. 2-181. – Oath of Office**

All members appointed to boards under G.S. Chapter 160D, Article 3 shall, before entering their duties, qualify by taking an oath of office as required by G.S. 160A-61.

**Sec. 2-182. – Conflict of Interest for Appointed Boards**

(a) *Advisory and Legislative Decisions.* Members of appointed boards shall not vote on any advisory or legislative decision regarding a development regulation adopted pursuant to NCGS Chapter 160D where the outcome of the matter being considered is reasonably likely to have a direct, substantial, and readily identifiable financial impact on the member. An appointed board member shall not vote on any zoning amendment if the landowner of the property subject to a rezoning petition or the applicant for a text amendment is a person with whom the member has a close familial, business, or other associational relationship.

(b) *Quasi-Judicial Decisions.* A member of any board exercising quasi-judicial functions pursuant to NCGS Chapter 160D shall not participate in or vote on any quasi-judicial matter in a manner that would violate affected persons' constitutional rights to an impartial decision maker. Impermissible violations of due process include, but are not limited to, a member having a fixed opinion prior to hearing the matter that is not susceptible to change, undisclosed ex parte communications, a close familial, business, or other associational relationship with an affected person, or a financial interest in the outcome of the matter.

#### **Sec. 2-183. – Conflicts of Interest for Staff.**

(A) *Administrative Decisions.* No staff member shall make a final decision on an administrative decision required by the City's development regulations if the outcome of that decision would have a direct, substantial, and readily identifiable financial impact on the staff member or if the applicant or other person subject to that decision is a person with whom the staff member has a close familial, business, or other associational relationship. If a staff member has a conflict of interest under this section, the decision shall be assigned to the supervisor of the staff person or such other staff person as may be designated by the development regulation or other ordinance.

(B) *Financial Interest and Outside Employment.* No staff member administering development regulations shall be financially interested or employed by a business that is financially interested in a development subject to regulation under the City's Code of Ordinances unless the staff member is the owner of the land or building involved. No staff member or other individual or an employee of a company contracting with a city local government to provide staff support shall engage in any work that is inconsistent with his or her duties or with the interest of the City, as determined by the City Manager.

#### **Sec. 2-184. – Resolution of Objection**

If an objection is raised to a board member's participation at or prior to the hearing or vote on that matter and that member does not recuse himself or herself, the remaining members of the board shall by majority vote rule on the objection.

**Sec. 2-185. – Familial Relationship**

For purposes of this section, a close familial relationship means a spouse, parent, child, brother, sister, grandparent, or grandchild. The term includes the step, half, and in-law relationships.

State Law reference— Similar provisions, G.S. 160D-109 and G.S. 160D-309.

**Sec. 2-186. – Rules of Procedure; Minutes required**

(a) Rules of procedure that are consistent with the provisions of G.S. 160D, Article 3 may be adopted by the governing board for any or all boards created pursuant to the same. In the absence of action by the governing board, each board created under G.S. 160D, Article 3 is authorized to adopt its own rules of procedure that are consistent with the provisions of this ordinance and G.S. 160D. A copy of any adopted rules of procedure shall be maintained by the City Clerk, and posted to the City’s website.

(b) Each board shall keep minutes of its proceedings.

State Law reference – Similar provisions, G.S. 160D-308.

**Secs. 2-181-186—2-195. - Reserved.**

**DIVISION 2. - PLANNING BOARD**

**Sec. 2-196. - Established.**

There is hereby established a planning board for the city, which board shall consist of ten members appointed by the council. Municipal and extraterritorial jurisdiction membership shall be appointed in accordance with G.S. ~~160A-362~~160D-307, as amended. All members shall have equal rights, privileges, and duties regardless of whether the matters at issue arise within the city or within the extraterritorial jurisdiction."

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**Sec. 2-201. - Function.**

The planning board shall advise the City Council on matters related to comprehensive planning, community development, and development regulations. ~~make comprehensive~~

~~surveys and studies of existing conditions and probable future developments and prepare such plans for physical, social and economic growth as will best promote the public health, safety, morals, convenience or the general welfare as well as efficiency and economy in the development of the city. In general, the planning board shall:~~ The planning board is assigned the following powers and duties:

(1) To prepare, review, maintain, monitor, and periodically update and recommend to the governing board a comprehensive plan, and such other plans as deemed appropriate, and conduct ongoing related research, data collection, mapping, and analysis.

(2) To facilitate and coordinate citizen engagement and participation in the planning process.

(3) To develop and recommend policies, ordinances, development regulations, administrative procedures, and other means for carrying out plans in a coordinated and efficient manner.

(4) To advise the governing board concerning the implementation of plans, including, but not limited to, review and comment on all zoning text and map amendments as required by G.S. 160D-604.

(5) To exercise any functions in the administration and enforcement of various means for carrying out plans that the governing board may direct.

(6) To provide a preliminary forum for review of quasi-judicial decisions, provided that no part of the forum or recommendation may be used as a basis for the deciding board.

(7) To perform any other related duties that the governing board may direct.

~~(1) Acquire and maintain in current form such basic information, and materials as are necessary to an understanding of past trends, present conditions, and forces at work to cause changes in these conditions.~~

~~(2) Prepare and from time to time amend and revise a comprehensive and coordinated plan for the physical development of the area.~~

- ~~(3) Establish principles and policies for guiding action in the development of the area.~~
- ~~(4) Prepare and recommend to the city council ordinances promoting orderly development in accordance with the comprehensive plan.~~
- ~~(5) Determine whether specific proposed developments conform to the principles and requirements of the comprehensive plan for the growth and improvement of the area.~~
- ~~(6) Keep the council and the general public informed and advised as to these matters.~~

State Law reference— Similar provisions, G.S. 160D-301.

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**Sec. 2-205. - Comprehensive plan – Generally.**

- (1) The comprehensive plan shall set forth goals, policies, and programs intended to guide the present and future physical, social, and economic development of the City, and shall include a future land use map. The comprehensive plan and future land use map is intended to guide coordinated, efficient, and orderly development within the planning and development regulation jurisdiction based on an analysis of present and future needs.
- (2) Once adopted, the comprehensive plan shall be reasonably maintained and updated.
- (3) Planning analysis may address inventories of existing conditions and assess future trends regarding demographics and economic, environmental, and cultural factors. The planning process shall include opportunities for citizen engagement in plan preparation and adoption.
- (4) The city may prepare and adopt other such plans as deemed appropriate. This may include, but is not limited to, small area plans, neighborhood plans, hazard mitigation plans, transportation plans, housing plans, and recreation and open space plans.
- ~~(a) The comprehensive plan, with the accompanying maps, plats, charts, and descriptive matter, shall be and show the planning board's recommendations to the council for the development of the planning area. Such plan shall include, among other things, the general location, character and extent of streets, bridges, boulevards, parkways, playgrounds, squares, parks, aviation fields, and other public ways, grounds and open spaces, the general location and extent of public utilities and terminals, whether publicly or privately owned or operated, for water, light, sanitation, transportation, communication, power and other purposes; the~~

~~removal, relocation, widening, narrowing, vacating, abandonment, change of use, or extension of any of the foregoing ways, buildings, grounds, open spaces, property, utilities, or terminals; the most desirable pattern of land use within the area, including areas for residential uses, for farming and forestry, for manufacturing and industrial uses, for commercial uses, for recreational uses, for open spaces, for mixed uses and for other features.~~

~~(b) The plan and any ordinances or other measures to effectuate it shall be made with the general purpose of guiding and accomplishing a coordinated, adjusted, and harmonious development of the city and its environs which will, in accordance with present and future needs, best promote health, safety, morals and the general welfare, as well as efficiency and economy in the process of development, including, among other things, adequate provision for traffic, the promotion of safety from fire and other dangers, adequate provision for light and air, the promotion of healthful and convenient distribution of population, the promotion of good civic design and arrangements, wise and efficient expenditure of public funds, and the adequate provision of public utilities, services and other public requirements.~~

~~(c) The planning board may conduct such public hearings as may be required to gather information necessary for the drafting, establishment, and maintenance of the comprehensive plan. Before adopting any such plan it shall hold at least one public hearing thereon.~~

State Law reference— Similar provisions, G.S. ~~160A-364~~160D-501.

### **Sec. 2-206. –Comprehensive Plan Contents**

The comprehensive plan may, among other topics, address any of the following:

- (1) Issues and opportunities facing the local government, including consideration of trends, values expressed by citizens, community vision, and guiding principles for growth and development.
- (2) The pattern of desired growth and development and civic design, including the location, distribution, and characteristics of future land uses, urban form, utilities, and transportation networks.
- (3) Employment opportunities, economic development, and community development.

- (4) Acceptable levels of public services and infrastructure to support development, including water, waste disposal, utilities, emergency services, transportation, education, recreation, community facilities, and other public services, including plans and policies for provision of and financing for public infrastructure.
- (5) Housing with a range of types and affordability to accommodate persons and households of all types and income levels.
- (6) Recreation and open spaces.
- (7) Mitigation of natural hazards such as flooding, winds, wildfires, and unstable lands.
- (8) Protection of the environment and natural resources, including agricultural resources, mineral resources, and water and air quality.
- (9) Protection of significant architectural, scenic, cultural, historical, or archaeological resources.
- ~~(4)~~(10) Analysis and evaluation of implementation measures, including regulations, public investments, and educational programs.

State Law reference— Similar provisions, G.S. 160D-501(b).

### **Sec. 2-207. – Comprehensive Plan Adoption and Amendments**

The comprehensive plan shall be adopted by the governing board with the advice and consultation of the planning board. Adoption and amendment of a comprehensive plan is a legislative decision and shall follow the process mandated for zoning text amendments set by G.S. 160D-601. If a plan is deemed amended by G.S. 160D-605 by virtue of adoption of a zoning amendment that is inconsistent with the plan, that amendment shall be noted in the plan.

State Law reference— Similar provisions, G.S. 160D-501(c).

### **Sec. 2-208. – Effect of Plans**

Plans adopted under this Article shall be advisory in nature without independent regulatory effect. Plans adopted under this Article do not expand, diminish, or alter the scope of authority for development regulations adopted under G.S. 160D. Plans adopted under this Article shall

be considered by the planning board and governing board when considering proposed amendments to zoning regulations as required by G.S. 160D-604 and G.S. 160D-605.

State Law reference— Similar provisions, G.S. 160D-501(c).

Secs. ~~2-206~~209—2-215. - Reserved.

### **DIVISION 3. - PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT**

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Sec. 2-218. - ~~Zoning~~Ordinance enforcement.

The department of planning and community development or representative thereof shall be responsible for the enforcement of the zoning ordinance, subdivision ordinance, flood damage prevention ordinance, minimum housing ordinance, stormwater ordinance, and other development regulation ordinances as directed by the City Manager. No permit for alteration, repair or construction of any building, nor any approval for site work, parking areas, or other development activity regulated by the city shall be issued unless the plans and specifications show that the ~~building and its proposed use~~proposed development will be in compliance with the applicable provisions of the ~~zoning ordinance~~city's adopted development regulations.

~~State Law reference— Building inspections and inspectors, G.S. 160A-411 et seq., 153A-360 et seq., 160A-420, 160A-423.~~

Secs. 2-219—2-230. - Reserved.

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Secs. 2-257-270. – Reserved.

### **DIVISION 5. – BOARD OF ADJUSTMENT**

**2-271 Establishment of a Board of Adjustment** - A Board of Adjustment is hereby established. Said Board shall consist of six (6) regular members and two (2) alternate members. Five (5) regular members shall be citizens of the City of Lenoir, appointed by the Mayor, and approved by the City Council. One regular member shall be a citizen of the City of Lenoir's extra-territorial planning jurisdiction (ETJ), nominated by the Mayor and City Council, and approved by the Caldwell County Board of Commissioners. Two alternate members shall be members of the City of Lenoir or its ETJ, and approved by the appropriate body of government. Regular and alternate members shall be appointed for 3-year terms; however, the governing board may appoint certain members for less than three years so that the terms of all members shall not expire at the same time. Each alternate member serving on behalf of any regular member has all the powers and duties of a regular member.

**2-272 Proceedings of the Board of Adjustment** - The Board of Adjustment shall select a chairman and vice-chairman from its members who shall serve for one (1) year or until reelected or until their successors are elected. The Board of Adjustment shall appoint a secretary. The Board of Adjustment shall adopt rules and bylaws in accordance with the provisions of this ordinance and of Chapter 160D of the General Statutes of North Carolina.

**2-273 Public Meetings** - All meetings of the board shall be open to the public. The board shall keep minutes of its proceedings, showing the vote of each member upon each question, or if absent or failing to vote, an indication of such fact; and the final disposition of appeals shall be made by recorded resolution indicating the reasons of the board; therefore, all of which shall be a public record. No final action shall be taken on any matter unless a quorum is present. A quorum shall consist of five (5) members.

**2-274 Powers and Duties of the Board of Adjustment** - The Board of Adjustment makes quasi-judicial decisions in accordance with the procedures in G.S. 160D-406 on the following types of cases:

- (1) Appeals of Administrative Decisions. Appeals of administrative decisions made by staff in the administration of the housing ordinance, subdivision ordinance, or zoning ordinance.

(2) Variances. Vary provisions of development ordinances that create unnecessary hardships, in accordance with provisions of this ordinance and G.S. 160D-705(d)

(3) Other appeals as authorized under G.S. 160D and the City's code of ordinances

**2-275 Decision of the Board of Adjustment** - The concurring vote of four-fifths of the board shall be necessary to grant a variance. A majority of the members shall be required to decide any other quasi-judicial matter or to determine an appeal made in the nature of certiorari. No more than six (6) members and/or alternate members shall vote on any matter. All regular members of the Board of Adjustment present shall vote and such alternate members as are needed to make up a six (6) member Board. Any additional alternate members present may participate in the discussion but shall not vote on the matter. The Board of Adjustment shall keep minutes of its proceedings, showing the voice of each member upon each question, or if absent or failing to vote, indication of such fact; and shall keep records of its examinations and other official actions; all of which shall be immediately filed in the office of the Planning Department and shall be a public record. On all appeals, applications for a variance and matters brought before the Board of Adjustment, the Board shall inform the applicant in writing of its decision.

For the purposes of this subsection, vacant positions on the board and members who are disqualified from voting on a quasi-judicial matter shall not be considered 'members of the board' for calculation of the requisite supermajority if there are no qualified alternates available to take the place of such members.

**SECTION 4. Chapter 4 of the Code of Ordinances, City of Lenoir, North Carolina, "Building and Building Regulations" is hereby amended to read as follows:**

**SECTION 5. Chapter 9 of the Code of Ordinances, City of Lenoir, North Carolina, "Flood Damage Prevention" is hereby amended to read as follows:**

**SECTION 6. Chapter 10 of the Code of Ordinances, City of Lenoir, North Carolina, "Housing" is hereby amended to read as follows:**

**SECTION 7. Chapter 19 of the Code of Ordinances, City of Lenoir, North Carolina, "Subdivisions" is hereby amended to read as follows:**

**SECTION 8. APPENDIX A of the Code of Ordinances, City of Lenoir, North Carolina, “Zoning” is hereby amended to read as follows:**

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**ARTICLE II. - AUTHORITY AND ENACTMENT CLAUSE**

**ARTICLE IV. -DEFINITIONS**

**ARTICLE V. - ESTABLISHMENT OF ZONING DISTRICTS AND APPLICATIONS OF REGULATIONS**

**ARTICLE VI. - PERMITTED USE CHART**

**ARTICLE VII. – GENERAL PROVISIONS**

**ARTICLE VIII. – ZONING DISTRICT REGULATIONS AND DEVELOPMENT STANDARDS**

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**820 Additional Procedures for Conditional Zoning District Map Amendments**

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**820.4 Applicability of Conditions**

Only those conditions that are mutually agreed to by the City Council and the applicant shall become binding on the applicant and their successors in interest. Any additionally imposed conditions or modifications to the Concept Plan shall be agreed to by the applicant prior to the adoption of the ordinance amending the Official Zoning Map. The ordinance must contain a signature block for the applicant to sign, acknowledging consent to the imposed conditions. The ordinance shall not be considered in full force and effect until it is signed by the Mayor/Mayor Pro Tempore, the City Clerk and the applicant, and recorded with the register of deeds.

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**820.6 Modification and Repeal**

(1) *Minor Modifications.* Subsequent development applications may incorporate minor changes from the adopted Concept Plan, without the need to amend the Special Use Permit, where the Planning Director determines that the changes:

(A) Continue to comply with written conditions and standards of the Conditional district zoning ordinance and all other applicable development regulations; and

(B) Are necessary to comply with a development regulation or accommodate a physical site constraint that was not known at the time of adoption of the Concept Plan and would not significantly alter the development's general function, form, intensity, character, demand on public facilities, impact on adjacent properties, or other characteristic from that indicated by the conditional district approval.

(2) Major Modifications/Permit Amendments. Any requests for changes or modifications to the Concept Plan that do not meet the standards for minor modifications above, and all requested text amendments, are considered to be major modifications and shall follow the same approval process as an initial zoning map amendment to a conditional district (see Sec. 820.3 and Sec. 1402). In any case, the following changes from the Concept Plan approval shall always constitute a major change:

(A) A change in a condition of approval;

(B) A change in uses permitted or the density of overall development.

(C) A change greater than 20 percent in the ratio of gross floor area devoted to residential vs. non-residential uses in a mixed-use development; and

(D) An increase greater than ten percent in the amount of land devoted to nonresidential uses.

(3) Determination to be made in writing. Requests for minor modifications may be made through a subsequent development application, or the applicant may request a stand-alone determination and approval from the Planning Director on a proposed modification prior to making application for a subsequent development approval (e.g. a plat, a zoning permit). The determination shall be made in writing, and may be provided to the applicant in print or electronic form.

(4) Repeal. Unless otherwise specified in the conditional district ordinance, a conditional district, once adopted, cannot be repealed except through a zoning map amendment to remove the conditional district overlay and revert to the base zoning, or a different conventional zone, in accordance with the procedures in Sec. 1402 of this ordinance. The map amendment process to repeal a conditional district may be initiated by the property owner, or may be initiated by the city if development activities on the property have been conducted in violation of the provisions of the conditional district.

~~An approved Conditional Zoning district may only be modified in accordance with the procedures set forth for its original approval.~~

## ARTICLE IX. - ~~SPECIAL REVIEW PROCEDURES FOR~~ CONDITIONAL SPECIAL USES

~~The purpose of this Article is to insure adequate review of specific development schemes that have direct influence on neighboring or contiguous land use districts. This review is intended to protect the private and public values and interest in residential and business development. This review is established in order to approach the development of specific uses and or land development, in a consistent manner, designed to address unique situations.~~

**900 ~~Conditional~~ Special Uses** - Special Uses require approval of a quasi-judicial Special Use Permit. Such permits shall be issued by the City Council in accordance with the criteria, standards, and procedures established under this article. The City Council shall not grant a special use permit unless the use is expressly permitted as a special use in the zoning ordinance for the zoning district(s) of the property subject to the permit request.

### **900.1 Purpose –**

To ascertain that certain designated uses have met specific conditions set forth by this Ordinance and that such uses:

900.11 Are not detrimental to the public health or general welfare;

900.12 Are appropriately located with respect to transportation facilities, water supply, fire and police protection, waste disposal and similar services; and

900.13 Will not violate neighborhood character and not adversely affect surround land uses.

### **900.2 ~~Criteria and Standards for~~ Conditional Special Use Permits**

~~The Planning Board shall not recommend and the City Council shall not grant a request for a conditional use permit, unless the use is expressly permitted as a conditional use in the zoning ordinance. Furthermore, no conditional use shall be recommended by the Planning Board and/or approved by the City Council unless the Board and Council shall find:~~

The City Council shall grant the special use permit upon finding that the application, or the application with conditions, meets of all of the following standards, in accordance with the procedures for quasi-judicial decisions in Article XIII, Division 4 of this ordinance:

900.21 The proposed ~~conditional~~ special use will comply with all height, yard, lot and area requirements and other regulations for the district in which it is located unless otherwise specified.

900.22 All driveways will be designed with respect to such matters as proper ingress and egress for automobiles in order to minimize traffic congestion and increase pedestrian safety and conveniences.

900.23 Off-street parking will be provided in compliance with Section 1000 and off-street loading will be provided in compliance with Section 1001 of this Ordinance.

900.24 The establishment of the ~~conditional-special~~ use will not hinder the normal and orderly development and improvement of surrounding property for uses already permitted in the district.

900.25 Any required screening and landscaping will be designed or planted with full consideration of the effectiveness of individual plant types, dimensions, and characteristics in minimizing the noise, glare, visual impacts and other economic effects on adjoining properties.

900.26 Any permitted signs and proposed exterior lighting will be designed to reduce glare and to mitigate any adverse effects of sign size and height; so as to make the signs aesthetically pleasing and compatible with adjoining properties.

900.27 The exterior architectural appearance and functional plan of any proposed building or structure will not vary greatly from any buildings or structures already constructed or in the course of construction in the immediate vicinity or from the character of the applicable district, so as to cause a substantial depreciation in the property values of the immediate vicinity.

900.28 The type, size, hours of operations, location of the use upon the site, and intensity of the proposed ~~conditional-or~~ special use will not be harmful or annoying to surrounding properties.

### **900.3 Application for ~~Conditional-Special~~ Use; Planning Board review**

It is recommended that prior to filing an application for a ~~Conditional-Special~~ Use Permit that the applicant consult with the Planning Department to ascertain that the proposed use is permitted in the zone it is intended to be located in, and to be informed of all regulations and requirements affecting uses, and what information is required to be submitted with the application. An application for a ~~Conditional-Special~~ Use Permit shall be submitted to the Planning Department by the Friday falling at least twenty (20) days prior to the regularly scheduled meeting of the Planning Board and shall include the following:

900.31 Site Plan (See Section 1302);

900.32 Any additional information required by this ordinance or by the Planning Department related to the development, operation, or performance standards of any proposed use; and

900.33 Payment of a fee as set forth by City Council to defray administration and publication expenses.

The Planning Department will forward such application and additional information to the Planning Board for their review.

The Planning Board provides a preliminary forum for review of special use permits. The Planning Board may hear citizen comments related to the permits, request that the applicant provide additional information to the City Council (such a request shall not be binding on the applicant), conduct informal preliminary discussion of the application, and make recommendations for revisions or conditions. Such recommendations should be based on goals and policies outlined in the Comprehensive Plan and other planning documents. No part of the forum or recommendation may be used as a basis for a decision by the City Council; however, the Planning Board's recommendations will be forwarded to the City Council along with other administrative materials pursuant to standard quasi-judicial procedures.

The Planning Board shall forward its recommendation on the application to the City Council within 45 days of the Board's first review of application. Upon an affirmative vote of the majority of the Planning Board to forward the recommendations to Council, or after 45 days have passed without a recommendation from the Planning Board, the planning department will set a date for an evidentiary hearing before the City Council and cause notice to be served and posted as provided under Article XIII, Division 3 of zoning ordinance. The Planning Board shall also call for and set the date of a public hearing during which the City Council shall receive public comments on the application.

#### **900.4 City Council Actions**

The City Council must follow the procedures outlined in Article XIII, Division 3 for quasi-judicial decisions when deciding on special use permits, and may vote to approve, approve with conditions, or deny the special use permit application. Reasonable and appropriate conditions and safeguards may be imposed upon special use permits. Where appropriate, such conditions may include requirements that street and utility rights-of-way be dedicated to the public and that provision be made for recreational space and facilities. Conditions and safeguards imposed under this subsection shall not include requirements for which the city does not have authority under statute to regulate nor requirements for which the courts have held to be unenforceable if imposed directly by the local government, including, without limitation, taxes, impact fees, building design elements within the scope of G.S. 160D-702(b), driveway-related improvements in excess of those allowed in G.S. 136-18(29) and G.S. 160A-307, or other unauthorized limitations on the development or use of land. ~~may recommend and/or designate such conditions, in addition to and in connection with all other requirements for a Conditional Use Permit that will, in the City Council's opinion:~~

~~900.41 Assure that the proposed use and its location will be harmonious with the area in which it is proposed to be located and with the spirit of this Ordinance; and~~

~~900.42 Insure that the proposed use will not be detrimental to surrounding environment and property values.~~

All such additional requirements shall be entered into the minutes of the meeting at which the permit is granted and said conditions, along with the findings of fact under 900.2, shall also appear on the ~~Conditional-Special Use Permit.~~ The Special Use Permit shall contain a signature block for the applicant to sign acknowledging consent to the conditions imposed. The permit shall not be considered in full force and effect until it is signed by the Mayor/Mayor Pro Tempore, the City Clerk and the applicant, and recorded with the register of deeds. All specific conditions shall pertain to the property for which the permit was granted and shall be binding on the original applicants and their heirs, successors, and assignees. Only after approval of the Conditional Use Permit by the Council shall the Building Inspector issue any necessary building permits. If the Planning Board recommends the disapproval of the Conditional Use Permit, and the City Council denies the permit, both shall enter the reasons for their action in the minutes of the meeting at which the action is taken.

No vote greater than a majority vote shall be required for the city council ~~or planning board~~ to issue such permits. For the purposes of this section, vacant positions on the board and members who are disqualified from voting on a quasi-judicial matter shall not be considered 'members of the board' for calculation of the requisite majority. ~~When deciding conditional use permits, the city council or planning board shall follow quasi-judicial procedures.~~

#### **900.5-Modification of Plans**

(1) *Minor Modifications.* Subsequent development applications may incorporate minor changes from the development defined by the Special Use Permit approval, without the need to amend the Special Use Permit, where the Planning Director determines that the changes:

- (A) Continue to comply with this Ordinance or any other local development regulation;  
and
- (B) Are necessary to comply with conditions of approval; or
- (C) Are necessary to comply with a development regulation or accommodate a physical site constraint that was not known at the preliminary site design phase and would not significantly alter the development's general function, form, intensity, character, demand on public facilities, impact on adjacent properties, or other characteristic from that indicated by the Special Use Permit approval.

(2) *Major Modifications/Permit Amendments.* Any requests for changes or modifications to the development defined by the Special Use Permit that do not meet the standards for minor modifications above shall constitute a major change requiring an amendment to the permit. Amendments for major modifications shall follow the same process for approval as the original Special Use Permit. In any case, the following changes from the Special Use Permit approval shall always constitute a major change:

- (A) A change in a condition of approval;
- (B) A change in uses permitted or the density of overall development.

- (C) A change greater than 20 percent in the ratio of gross floor area devoted to residential vs. non-residential uses in a mixed-use development; and  
(D) An increase greater than ten percent in the amount of land devoted to nonresidential uses.

(3) Determination to be made in writing. Requests for minor modifications may be made through a subsequent development application, or the applicant may request a stand-alone determination and approval from the Planning Director on a proposed modification prior to making application for a subsequent development approval (e.g. a plat, a zoning permit). The determination shall be made in writing, and may be provided to the applicant in print or electronic form.

State Law reference – G.S. 160D-705(c)

~~Where plans are submitted and approved as part of the application for a Conditional Use Permit, modifications of the original plans may be recommended by the Planning Board and authorized by the City Council after subsequent review by both bodies.~~

### **900.6 Appeals**

~~All quasi-judicial decisions are subject to judicial review in the nature of certiorari, as outlined in Sec. 1402 and G.S. 160D-1402. No appeal may be taken to the Board of Adjustment from the action of the City Council in granting or denying a Conditional Use Permit. Any such action by the City Council shall be considered as the equivalent of action on a proposed zoning amendment and shall be reviewable only in the same manner as action on a proposed zoning amendment.~~

### **900.7 ~~Sanctions~~ Revocation of Permit**

~~Failure to comply with the plans approved by the City Council or with any other conditions imposed upon the Conditional Special Use Permit by the Council, shall be treated as a zoning violation subject to enforcement pursuant to Sec. 1307 of this ordinance. Failure to abate the violation may result in the revocation of the special use permit, in addition to the penalties for non-compliance provided in Sec. 1-15 of the City's Code of Ordinances. Revocation of a special use permit must follow the same process for the initial approval, and may be initiated by planning department staff only when the property is in violation of the permit. shall result in the permit becoming immediately void and of no effect. No building permit for further construction, nor Certificate of Occupancy under this Conditional Use Permit shall be issued, and all completed buildings or structures shall be regarded as nonconforming uses.~~

### **900.8 Expiration of Permits**

Special Use Permits are valid for a period of 24 months from the date of issuance of the permit. If development has not substantially commenced within this time frame, as defined in Sec. 1505 of this ordinance, the Special Use Permit shall become null and void. Prior to expiration of the permit, the permit holder may petition the city for an extension, following the same process for the initial approval. When considering a request for an extension, the Council shall follow the standards in Sec. 1501(d) in determining whether or not to grant the extension. An extension may be granted for any period of time not to exceed 3 years. In no instance shall an extension be granted that would extend approval past 5 years from the date of initial approval of the permit. A review before the City Council shall be required after a twenty four (24) month period from the date of issuance of a Conditional Use Permit. If after said twenty four (24) month period construction has not begun or the permit has not been extended by the City Council, the Conditional Use Permit shall become null and void.

**901 Manufactured Home Park (Also see Section 900)**

**910 Communication Towers**

**ARTICLE XI. – SIGN REGULATIONS**

**ARTICLE XIII. - ADMINISTRATION**

**DIVISION 1 GENERALLY**

**DIVISION 2 ENFORCEMENT**

**DIVISION 3: QUASI-JUDICIAL PROCEDURES**

State Law reference – G.S. 160D-406.

**1309 Process Required.** All boards making quasi-judicial decisions shall follow quasi-judicial procedures, which include an evidentiary hearing. The Board of Adjustment shall follow quasi-judicial procedures in determining appeals of administrative decisions and variances. The Historic Preservation Commission shall follow quasi-judicial procedures in issuing Certificates of Appropriateness. The City Council shall follow quasi-judicial procedures in issuing Special Use Permits.

**1310 Notice of Hearing.**

- (1) Mailed Notice. Notice of evidentiary hearings conducted pursuant to this Part shall be mailed to the person or entity whose appeal, application, or request is the subject of the hearing; to the owner of the property that is the subject of the hearing if the owner

did not initiate the hearing; to the owners of all parcels of land abutting the parcel of land that is the subject of the hearing; and to any other persons entitled to receive notice as provided by the City's code of ordinances. In the absence of evidence to the contrary, the City shall rely on the owner of record and address listed on the Caldwell County tax listing. The notice must be deposited in the mail at least 10 days, but not more than 25 days, prior to the date of the hearing.

(2) Posted Notice. At least 10 days, but not more than 25 days, prior to the date of the hearing, the City shall also prominently post a notice of the hearing on the site that is the subject of the hearing or on an adjacent street or highway right-of-way.

(3) Continued Hearings. The board may continue an evidentiary hearing that has been convened without further advertisement. If an evidentiary hearing is set for a given date and a quorum of the board is not then present, the hearing shall be continued until the next regular board meeting without further advertisement.

**1311 Administrative Materials.** The administrator or staff to the board shall transmit to the board all applications, reports, and written materials relevant to the matter being considered. The administrative materials may be distributed to the members of the board prior to the hearing if at the same time they are distributed to the board a copy is also provided to the appellant or applicant and to the landowner if that person is not the appellant or applicant. The administrative materials shall become a part of the hearing record. The administrative materials may be provided in written or electronic form. Objections to inclusion or exclusion of administrative materials may be made before or during the hearing. Rulings on unresolved objections shall be made by the board at the hearing.

**1312 Presentation of Evidence.** The applicant, the city, and any person who would have standing to appeal the decision under G.S. 160D-1402(c) shall have the right to participate as a party at the evidentiary hearing. Other witnesses may present competent, material, and substantial evidence that is not repetitive as allowed by the board.

Objections regarding jurisdictional and evidentiary issues, including, but not limited to, the timeliness of an appeal or the standing of a party, may be made to the board. The board chair

shall rule on any objections, and the chair's rulings may be appealed to the full board. These rulings are also subject to judicial review pursuant to G.S. 160D-1402. Objections based on jurisdictional issues may be raised for the first time on judicial review.

**1313 Oaths.** The chair of the board or any member acting as chair and the clerk to the board are authorized to administer oaths to witnesses in any matter coming before the board. Any person who, while under oath during a proceeding before the board determining a quasi-judicial matter, willfully swears falsely is guilty of a Class 1 misdemeanor.

**1314 Subpoenas.** The board making a quasi-judicial decision under this Chapter through the chair or, in the chair's absence, anyone acting as chair may subpoena witnesses and compel the production of evidence. To request issuance of a subpoena, the applicant, the local government, and any person with standing under G.S. 160D-1402(c) may make a written request to the chair explaining why it is necessary for certain witnesses or evidence to be compelled. The chair shall issue requested subpoenas he or she determines to be relevant, reasonable in nature and scope, and not oppressive. The chair shall rule on any motion to quash or modify a subpoena. Decisions regarding subpoenas made by the chair may be immediately appealed to the full board. If a person fails or refuses to obey a subpoena issued pursuant to this subsection, the board or the party seeking the subpoena may apply to the General Court of Justice for an order requiring that its subpoena be obeyed, and the court shall have jurisdiction to issue these orders after notice to all proper parties.

**1315 Appeals in the Nature of Certiorari.** When hearing an appeal pursuant to G.S. 160D-947(e) or any other appeal in the nature of certiorari, the hearing shall be based on the record below, and the scope of review shall be as provided in G.S. 160D-1402(j).

**1316 Voting.** The concurring vote of four-fifths of the board shall be necessary to grant a variance. A majority of the members shall be required to decide any other quasi-judicial matter or to determine an appeal made in the nature of certiorari. For the purposes of this subsection, vacant positions on the board and members who are disqualified from voting on a quasi-judicial matter under G.S. 160D-109(d) shall not be considered members of the board for calculation of

the requisite majority if there are no qualified alternates available to take the place of such members.

**1317 Decisions.** The board shall determine contested facts and make its decision within a reasonable time. When hearing an appeal, the board may reverse or affirm, wholly or partly, or may modify the decision appealed from and shall make any order, requirement, decision, or determination that ought to be made. The board shall have all the powers of the official who made the decision. Every quasi-judicial decision shall be based upon competent, material, and substantial evidence in the record. Each quasi-judicial decision shall be reduced to writing, reflect the board's determination of contested facts and their application to the applicable standards, and be approved by the board and signed by the chair or other duly authorized member of the board. A quasi-judicial decision is effective upon filing the written decision with the clerk to the board or such other office or official as the development regulation specifies. The decision of the board shall be delivered within a reasonable time by personal delivery, electronic mail, or first-class mail to the applicant, landowner, and any person who has submitted a written request for a copy prior to the date the decision becomes effective. The person required to provide notice shall certify to the local government that proper notice has been made, and the certificate shall be deemed conclusive in the absence of fraud.

**1318 Judicial Review.** Every quasi-judicial decision shall be subject to review by the superior court by proceedings in the nature of certiorari pursuant to G.S. 160D-1402. Appeals shall be filed within the times specified in G.S. 160D-1405(d).

Secs. 1319-1330 Reserved.

## **DIVISION 4: VARIANCES**

### **ARTICLE XIV. - AMENDMENTS**

### **ARTICLE XV. - VESTED RIGHTS AND PERMIT CHOICE**

#### **1500. Site-Specific Vesting Plans**

(a) An approved site-specific vesting plan precludes any zoning action by the city, which would change, alter, impair, prevent, diminish, or otherwise delay the development or use of the

property as set forth in an approved site-specific vesting plan and in accordance with applicable limitations and exceptions.

(b) The development approvals listed below are determined by the City of Lenoir to qualify as site-specific vesting plans.

i. Conditional District zoning plan

ii. Special Use Permits

iii. Subdivision Plats

iv. Planned Unit Developments

v. Development Plan submitted pursuant to Sec. 714

(c) A vested right established pursuant to this ordinance shall run for a period of 24 months from the effective date of the approval of the underlying development application.

**1501 Process for submittal, approval, and amendment of a site-specific vesting plan.**

(a) Each site-specific vesting plan shall include the information required by the city for the underlying type of development plan.

(b) Each site-specific vesting plan shall provide the notice and hearing required for the underlying type of development plan.

(c) An approved site-specific vesting plan and its conditions may be amended with the approval of the owner and the local government in the same manner as required for the underlying type of development plan.

(d) Upon following the same process as required for the original approval, the decision-making board or official may extend the vesting of a site-specific vesting plan up to three years (with total length of vesting not to exceed five years) upon finding that:

i. The permit has not yet expired;

ii. Conditions have not changed so substantially as to warrant a new application;

and

iii. The extension is warranted in light of all other relevant circumstances— including, but not limited to the size and phasing of development, the level of investment, the need for the development, economic cycles, and market conditions or other considerations.

### **1502 Limits of site-specific vesting plans**

- (a) Nothing in this ordinance shall prohibit the revocation of the original approval or other remedies for failure to comply with applicable terms and conditions of the approval or the zoning ordinance. The development remains subject to subsequent review and approvals to ensure compliance with the terms and conditions of the original approval as provided for in the original approval or by applicable regulations.
- (b) The establishment of a vested right pursuant to this ordinance shall not preclude the application of overlay zoning that imposes additional requirements but does not affect the allowable type or intensity of use, or ordinances or regulations that are general in nature and are applicable to all property subject to land use regulation by the city, including, but not limited to, building, fire, plumbing, electrical, and mechanical codes.
- (c) New and amended zoning regulations that would be applicable to certain property but for the establishment of a vested right shall become effective upon the expiration or termination of the vested rights period provided for in this ordinance.
- (d) Upon issuance of a building permit, the expiration provisions of G.S. § 160D-1111 and 160D1115 apply, except that a building permit shall not expire or be revoked because of the running of time while a zoning vested right under this section is outstanding.
- ~~(a)~~ Any vested rights for a site-specific vesting plan are subject to the exceptions specified at G.S. § 160D -108.1.

### **1503 Multi-Phase Development**

- (a) A multi-phased development is vested for the entire development with the land development regulations then in place at the time a site plan approval is granted for the initial phase of the multi-phased development. Such site plan approval shall follow the process established for the type of development permit needed for the multi-phase development. A right which has been vested as provided for in this subsection remains vested for a period of seven years from the time a site plan approval is granted for the initial phase of the multi-phased development.
- (b) A multi-phase development for the purposes of this Section is defined as a development containing 25 acres or more that is both of the following:
  - a.** Submitted for development permit approval to occur in more than one phase.

- b. Subject to a master development plan with committed elements showing the type and intensity of use of each phase

#### **1504 Application Completeness Review**

(a) Completeness Determination. Applicants shall submit applications to the Planning Department in accordance with the applicable published schedule of submittal dates. Until an application is determined to be complete in accordance with the requirements in this ordinance for the type of development application, an application has not been submitted. On receiving a development application, the Planning Director shall, within 10 business days, determine whether the application is complete or incomplete. A complete application is one that:

- a. Contains all information and materials required by city's ordinance for submittal of the applicable type of application, and in sufficient detail, format, and readability for city staff to evaluate the application for compliance with applicable review standards; and
- b. Is accompanied by the fee established for the applicable type of application.

#### (b) Application Incomplete

- a. On determining that the application is incomplete, the Planning Director shall, as appropriate, provide the applicant written notice of the submittal deficiencies. The applicant may correct the deficiencies and resubmit the application for a completeness review.
- b. If the applicant fails to resubmit an application within 30 calendar days after being first notified of submittal deficiencies, the application submittal shall be considered abandoned. If an applicant submits a request in writing to the Planning Department within 15 calendar days of the application abandonment date, 50 percent of the application fee paid for the withdrawn application shall be refunded.

(c) Application Complete. - On determining that the application is complete, the Planning Director shall:

- a. Accept the application as submitted in accordance with the procedures and standards of this Ordinance in effect at the time of the submittal; and
- b. Provide the applicant written notice of application submittal acceptance.

### **1505 Substantially Commencing Development**

- (a) A valid development approval shall not expire if work on the project has substantially commenced within the initial validity period. Substantial commencement of work shall be determined by the Planning Director based on any of the following:
- a. The development has received and maintained a valid erosion and sedimentation control permit and conducted grading activity on a continuous basis and not discontinued it for more than thirty (30) days;
  - b. The development has installed substantial on-site infrastructure; or
  - c. The development has received and maintained a valid building permit for the construction and approval of a building foundation.
- (b) Even if work has substantially commenced, a development approval still expires if development work is intentionally and voluntarily discontinued for a period of not less than 24 consecutive months, as calculated and tolled pursuant to N.C.G.S. 160D-108.

### **1506 Permit Choice**

- (a) If a land development regulation is amended between the time a development permit application was submitted and a development permit decision is made or if a land development regulation is amended after a development permit decision has been challenged and found to be wrongfully denied or illegal, the development permit applicant may choose which adopted version of the rule or ordinance will apply to the permit and use of the building, structure, or land indicated on the permit application.
- (b) If the development permit applicant chooses the version of the rule or ordinance applicable at the time of the permit application, the development permit applicant shall not be required to await the outcome of the amendment to the rule, map, or ordinance prior to acting on the development permit.
- (c) If a permit application is placed on hold at the request of the applicant for a period of six consecutive months or more, or the applicant fails to respond to comments or provide additional information reasonably requested by the local or State government for a period of six consecutive months or more, the application review shall be discontinued and the

development regulations in effect at the time permit processing is resumed shall be applied to the application.

State Law reference – G.S. 143-755 and G.S. 160D-108(b)

**1500 VESTED RIGHTS PROVISIONS (REPEALED)**

**ARTICLE XVII. - HISTORIC PRESERVATION**

**SECTION 9. CODIFICATION.**

**SECTION 10. EFFECTIVE DATE.**

**MINUTES**  
**PLANNING BOARD MEETING**  
**September 28, 2020**  
**5:30 P.M.**  
**801 WEST AVENUE**

**PRESENT:**

Sharon Bryant, Jeff Church, Kent Greer, Leah Hamilton, Lucy McCarl, Tim Scobie

**ABSENT:** James Bradshaw, Mac Martin, Kaye Reynolds

**STAFF PRESENT:**

Jenny Wheelock, Hannah Williams, Lauren McKinney

**MINUTES:**

Board Member Bryant moved approval of the meeting minutes of April 27, 2020, as amended. Board Member Hamilton seconded the motion, which was voted upon and passed by unanimous vote.

**NEW BUSINESS:**

Planning Director, Jenny Wheelock presented a PowerPoint presentation on the NC Land Use Law 160D updates, previously found in 160A and 153A. Local ordinances must be changed to update references, definitions, terms, and practices by January 1, 2021.

Mrs. Wheelock reviewed the highlights of the changes and answered the Board's questions. Planning staff will present the proposed ordinance with changes to the Planning Board at the October 26th meeting; Planning Board must make a recommendation no later than November 23, 2020 to meet the statutory deadline.

Planning Director, Jenny Wheelock stated the Comprehensive Plan was adopted in 2007; we will amend and update the plan. These updates are due by January 1, 2022.

**ADJOURNMENT:**

Having no other matters to bring before the Board, Chairperson McCarl adjourned the meeting at 6:30 p.m.

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**Lucy McCarl**  
**Chairperson**

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**Jenny Wheelock**  
**Planning Director**

<b>Permit Number</b>	<b>Project Name</b>	<b>Address</b>	<b>NC PIN</b>	<b>Date Issued</b>
ZP 2020095	Forest Hill Park Place-Accessory Bldg	2006 Forest Hill Park Place SW	2758008845	9/24/2020
ZP 2020102	Automated Solutions Exterior Staircase	621 Virginia St SW	2749421165	10/1/2020
ZP 2020104	Osterhout garage	312 Knoll Pl	2749240881	10/1/2020
ZP 2020105	Wexford Village- deck	1281 Wexford Village Circle NE	2850240632	10/2/2020
ZP 2020106	Wright St- deck and patio	903 Wright St SW	2749852773	10/6/2020
ZP 2020107	Piedmont Dr-carport	1244 Piedmont Dr-carport	2840512267	10/14/2020
ZP 2020108	Blowing Rock Blvd- State Farm sign	710 Blowing Rock Blvd NE	2850203819	10/13/2020
ZP 2020109	Fairview Dr- carport	1314 Fairview Dr SW	2748465800	10/13/2020
ZP 2020110	Kattz Corner-Lower Creek Dr	316 Lower Creek Dr NE	2759488961	10/14/2020