

**TOWN OF MIDWAY  
PLANNING & ZONING BOARD MINUTES  
FEBRUARY 26, 2013 – 5:00 P.M.  
TOWN HALL**

**MINUTES OF MIDWAY PLANNING & ZONING BOARD REGULAR MEETING HELD ON  
FEBRUARY 26, 2013 AT 5:00 P.M. AT TOWN HALL, 125 GUMTREE ROAD, MIDWAY,  
NORTH CAROLINA**

**CALL TO ORDER**

Chairman Jackie Edwards called the meeting to order.

Chairman Edwards welcomed and introduced Keith Leonard to the Board. At its regular meeting on February 4, 2013, Town Council appointed Mr. Leonard to the Planning and Zoning Board/Board of Adjustment to fill the vacant seat on the Board. Mr. Leonard's appointment will expire March, 2014.

Planning & Zoning Board members present were: Lynn Griggs, Keith Leonard, LeeAnn Thomas, and Charles Waddell. Town Manager Ryan Ross, Town Clerk Linda A. Hunt, and Planning and Zoning Consultants Vagn Hansen and Andy Goodall were present.

**PUBLIC COMMENT PERIOD**

There were none.

**APPROVAL OF MINUTES**

On motion by Board member Charles Waddell, seconded by Board member LeeAnn Thomas, the Planning & Zoning Board voted unanimously to approve the January 29, 2013 minutes as presented.

**ADOPT AGENDA**

On motion by Board member LeeAnn Thomas, seconded by Board member Charles Waddell, the Board voted unanimously to adopt the agenda as presented.

**PLANNING BOARD CASES**

There were none.

**OTHER BUSINESS**

**PRESENTATION AND RECOMMENDATION OF ACCESS MANAGEMENT PLAN –  
JONATHAN GUY, PE, AICP – KIMLEY-HORN AND ASSOCIATES, INC.**

Mr. Jonathan Guy, PE, AICP, of Kimley-Horn and Associates, Inc., gave the Board a brief overview of the final draft of the Town of Midway Access Management Plan which is now referred to as "Town of Midway Community Transportation Evaluation".

The following is a brief outline of the information in the report:

**Chapter 1 - Purpose, Philosophy, and Vision**

- The purpose is to identify problems, separate fact from perception, and develop coordinated transportation solutions that protects what makes Midway great. The planning process for the

Midway Community Transportation Evaluation (CTE) included the issues identified during the community outreach and stakeholder interviews.

- The philosophy of the Midway CTE is to protect and enhance what exists today by making strategic decisions that provide transportation choice.
- The vision of the Midway CTE is to develop and integrated community-based transportation plan that provides choice, establishes identity, and promotes safety for residents, business owners, and visitors.
  - ◆ The community outreach for the Midway CTE was based on the premise that a public platform that gathers, processes, and applies a diversity of opinions from residents, business owners, and civic groups is more likely to yield a feasible plan championed by the community. Outreach for the CTE occurred through a variety of small- and large-group meetings.
  - ◆ Public input meetings were held on June 26, 2012, September 25, 2012 and November 29, 2012.

### **Chapter 2 – Community Characteristics**

- On June 29, 2006, after two years of work, the North Carolina General Assembly ratified the Towns charter.
- Natural Resources
- Transportation Characteristics
  - ◆ Roadway Profiles
  - ◆ Crash Analysis
  - ◆ Bicycle & Pedestrian Facilities
  - ◆ Intersection Analysis
    - Old US 52 – Includes the intersection of Gumtree Road
    - Hickory Tree East – Includes the intersections of Old US 52 and US 52 ramps
    - Hickory Tree West – Includes the intersections of David Smith and Hartman Roads
- Policy Considerations
- Design Elements
- General Policy Recommendations
- Land Use/Transportation Connection

### **Chapter 3 – Transportation Alternatives**

- Gumtree Road at Old US 52
- Hartman and David Smith Roads
- Hickory Tree Road at Old US 52
- Network Connections
- Hickory Tree Road
- Old US 52
- Hickory Tree Road Interchange
- Posted Speed Limits and Enhanced Safety Measures

Mr. Guy said the draft plan has been reviewed by Pat Ivey and J. P. Couch, Division 9 of the North Carolina Department of Transportation (NCDOT), and both are basically satisfied with the final draft of the plan. The final draft presented to the Planning Board was updated following the meeting with DOT officials.

Mr. Guy explained that the roundabout concept for David Smith and Hartman Roads is the recommended improvement for these intersections because of its ability to accommodate access to Davidson Smith and Hartman Roads, control speeds, and reduce crash types currently present at the intersections. The roundabout also reduces current delay for the side street approaches. This concept also balances local

land use access. The estimated cost for the roundabouts is \$400,000 each; however, funding is available from NCDOT.

The key issues of the intersection of Gumtree Road at Old US 52 identified by the public the numerous driveway cuts, peak hour delays, heavy turning movements and the perception of speeding. The recommended improvements in the plan are signalization at the intersection, installing left-turn lanes, and installing pedestrian accommodations. Mr. Guy pointed out that NCDOT would make the determination whether or not a signal light is warranted at that intersection. If one is warranted, NCDOT could install the light and bear the costs for the signal light. If NCDOT's findings indicate a light is not warranted, the Town could still proceed with having a light installed but it would be the Town's responsibility to pay for the costs which is estimated to be \$75,000.

Mr. Guy stated NCDOT favors roundabouts at the David Smith and Hartman Roads intersections, not signals.

Board member Keith Leonard asked who would be responsible for taking care of the inside of the roundabout. Mr. Guy stated that it depended on what is put on the inside. If it is grass, NCDOT would maintain the area. Anything other than grass would be the Town's responsibility.

On page 3-12 of the report regarding Old US 52, it states that the section of Old US 52 that runs through the core commercial corridor of Midway contains a section of Old US 52 that differs from the rest of the corridor. As such, a unique solution should be applied to this section of the highway. Streetscape improvements are recommended for Old US 52 from the intersection of Hickory Tree Road to Gumtree Road. These improvements would include streets, entrance monumentation, uniform signage, a center bi-direction turn lane, street lights, medians where applicable and pedestrian facilities.

Discussion of the plan for Old US 52 followed.

Mr. Guy asked the Board members to look over their copies of the final draft plan and to contact him, Vagn Hansen, Andy Goodall or Ryan Ross with any questions or comments about the plan.

#### **DISCUSSION OF RULES OF PROCEDURE**

At the last Planning Board meeting on January 29, 2013, Planning Consultant Vagn Hansen presented an example of Rules of Procedure to begin the process of establishing rules of procedure for the Midway Planning Board. Some minor revisions were recommended. One notable change was to add verbage to indicate that the Chairman does not vote on issues before the Board except in the case of a tie vote.

Town Planner Andy Goodall provided the Board with a revised copy of the proposed Rules of Procedure for the Town of Midway Planning Board for their review and input.

Board member Lynn Griggs suggested that the term "Chairman" be changed to "Chairperson".

On motion by Board member Griggs, seconded by Board member Waddell, the Board voted unanimously to adopt the Rules of Procedure for Town of Midway Planning Board including the amendment to change "Chairman" to "Chairperson."

#### **REPORTS**

#### **ZONING ADMINISTRATOR'S REPORT**

Town Planner Andy Goodall reported he has issued three permits issued since the last Planning Board meeting for: (1) new house in Kensington subdivision, (2) garage on Old 52, and (3) Cagney's.

For information only.

**TOWN MANAGER'S REPORTS**

There were none.

**REPORTS FROM PLANNING BOARD MEMBERS**

Board member LeeAnn Thomas asked for an update on the sight distance problem at the used car lot on Old US 52 at Country Lane.

Planning Consultant Vagn Hansen responded that he had checked into the problem and although the sign is a distraction when pulling out from Country Lane, it does not block the view of the road. The sign is high and without a base.

Town Planner Andy Goodall said he would check into it again.

The Board also wanted to know how the property is zoned at that location.

Discussion only.

The Planning Board was reminded of the joint meeting of the Town Council and the Planning Board on Saturday, March 16, 2013 in the conference room at Faith Missionary Alliance Church.

**ADJOURNMENT**

On motion by Board member Charles Waddell, seconded by Board member Lynn Griggs, the Board voted unanimously to adjourn the meeting.

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Jackie Edwards, Chairman

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Linda A. Hunt, Town Clerk