Aldi Administrative Amendment for Architectural Guideline Changes

DATE: November 17, 2016
FROM: Jay Camp

Background/Issue

This afternoon, staff received updated elevation drawings for the Aldi store on West John Street. The front and left side elevations have been modified in response to comments received from Planning Board last month. The architectural details include some of the features of the previously referenced Waxhaw prototype and include contrasting brick details, a water table, parapet height change on the right side of the building and some brickwork changes to the overall front of the building. Changes are also now proposed on the left side to integrate the new design on that more visible elevation.

In response to questions about the Administrative Amendment process at the Council meeting on Monday, I’ve attached the UDO section that explains what changes are eligible. There is a sliding scale where staff approves mostly minor changes while Planning Board or Town Board approve more significant changes. This request, to amend the “Williamsburg” design clause for a single building was something staff felt comfortable with due to the fact that building elevation approval is still part of the request.

At this time, the applicant does not wish to seek changes to the “Williamsburg” design language from the conditional zoning plan and simply seeks approval of this building design and confirmation that it meets the intent of the original design requirement.
Board, the Board of Commissioners may adopt an ordinance approving, modifying, or rejecting the amendment. [formerly § 153.265.B]

4. ADDITIONAL CRITERIA FOR ZONING MAP AMENDMENTS.

a. When considering an application to amend the zoning map to any Traditional classification, the Planning Board or Board of Commissioners will not evaluate the application based on any specific proposal for the use or development of the property. The applicant will refrain from using any graphic materials or descriptions of the proposed development except for those which would apply to any use permitted by the requested classification. [formerly § 153.265.C]

b. Following formal acceptance of an application by the Board of Commissioners, the applicant may propose further adjustment to the application which results in a more restrictive zoning district, or applicant may amend the proposed conditions in a conditional zoning district that do not alter the requested underlying proposed district designation. (’72 Code, § 24-1303) (Ord. No. 477, passed 2-8-88; Ord. No. 1524, passed 12-11-06) [formerly § 153.267]

E. WITHDRAWAL OF APPLICATIONS. Applications for amending the zoning map or amending conditions of a previously approved conditional zoning district may be withdrawn by the applicant at any time up to and including fifteen (15) days prior to the initially-scheduled hearing date. It is generally not the intent of the Board of Commissioners to permit withdrawal of applications within fifteen (15) days prior to the hearing date. However, after that time, requests to withdraw an application must be filed with the Planning Office. On the day of the hearing the Commissioners will decide if the withdrawal will be allowed. The Board of Commissioners may approve a request for withdrawal if it finds that there are substantial circumstances which warrant favorable consideration and that the withdrawal will not be detrimental to the interests of citizens affected by the application. Application fees are non-refundable. [formerly § 153.267]

155.401.5 Administrative Amendment Approval, and Site Plan and/or Elevation Plan Review and Approval

Changes to approved plans and conditions of development in Parallel Traditional Districts and Conditional-Only Districts will be treated the same as changes to the zoning map and will be processed as an amendment as provided in §§ 155.401.1 and 155.401.4. However, some minor changes or additional details in response to previously approved zoning conditions in these conditional districts may be approved through one of the procedures listed here. Site plan and/or elevation plan review and approval may also be a requirement for certain identified uses allowed in some zoning districts as a use “under prescribed conditions” in the Tables of Allowed Uses at § 155.505.

A. ADMINISTRATIVE AMENDMENT. Minor changes in the detail of the approved plan which will not alter the basic relationship of the proposed development to adjacent property, will not alter the uses permitted or increase the density or intensity of development, or will not decrease the off-street parking ratio or reduce the yards provided at the boundary of the site may be approved as an Administrative Amendment.

1. STAFF REVIEW AND APPROVAL. Upon receiving an application for an Administrative Amendment, the Planning Director shall review the specific proposed changes to previously approved zoning conditions to verify the level of revision requested. When the proposed changes are limited to no more than two (2) note or drawing changes as allowed through the Administrative Amendment process, the Planning Director may approve the changes. The Planning Director may determine the request be reviewed by the Planning Board for action.

2. PLANNING BOARD ACTION. The Planning Board shall review any request for Administrative Amendment submitted to the Board from the Planning Director. The Planning Director shall provide the Planning Board with an explanation of the requested revisions to previously approved zoning conditions, and a recommendation of action. The Planning Board may approve a request for an Administrative Amendment, or may refer the request for change to the Board of Commissioners for decision.

3. BOARD OF COMMISSIONERS ACTION. When the Planning Board refers a request for Administrative Amendment, the Board of Commissioners shall determine whether the impact of the proposed changes, while meeting the standard of minor changes as provide here, would be sufficient to provide an opportunity for public input prior to action. The Board of Commissioners may schedule a public input session or require the applicant to hold a community meeting. Notice of the public input session or community meeting shall be sent by the applicant by first class mail to all persons
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SIGNAGE IS SHOWN FOR REFERENCE ONLY AND SHALL BE UNDER SEPARATE PERMIT SUBMITTAL

Exterior Elevations Option C

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