

# TOWN OF FLETCHER

**Lee Bowser**  
**Chair**

**Mike Franklin**  
**Vice Chair**



**Board Members:**  
**Robyn Mondin**  
**Doug Ferguson**  
**Leslie Cuevas**  
**Jacob Compher**  
**Julia Fogel**  
**Bryan Gilbert**

**Planning Board Regular Meeting**  
**Town Hall Council Chambers | 300 Old Cane Creek Road**  
**July 21, 2026 at 6:00 PM**

Call to Order

Public Input

Approval of Minutes of Previous Meeting

- 1) Minutes from the June 16th 2026 meeting

Hearing of Cases

- 1) Special Use Permit Review: Focus Plus Academy (26-11-SUP)– Tyler Morrow,  
Planning & Zoning Director

Other Business

Public Input

Adjournment

"This Institution is an equal opportunity provider."

# PLANNING BOARD MINUTES

DATE: June 16, 2026  
Town of Fletcher  
300 Old Cane Creek Road  
Fletcher, NC 28732

Type of Meeting: PUBLIC MEETING

Chairman Bowser called a regular meeting of the Planning Board to order at 6:00 PM

## BOARD MEMBERS PRESENT:

Lee Bowser (Chairman/ District 2)  
Leslie Cuevas (District 3)  
Julia Fogel (At Large/ District 3)  
Bryan Gilbert (ETJ)

Mike Franklin (Vice-Chairman/Dist. 1)  
Robyn Mondin (At Large/ District 1)  
Jacob Compher (At Large/ District 3)

**Public Input:** No one from the public spoke at this time.

| AGENDA ITEM:                                                                              | PRESENTED BY:                              | ACTION TAKEN:                           |
|-------------------------------------------------------------------------------------------|--------------------------------------------|-----------------------------------------|
| Approval of Minutes from April 21, 2026 meeting                                           | Chairman Bowser                            | Approval of the minutes, as transcribed |
| Hearing of Cases                                                                          |                                            |                                         |
| 1. (26-06-FIL) Sidewalk fee-in-lieu request for Burge Flex Warehouse at 165 Cane Creek Rd | Tyler Morrow, Planning and Zoning Director | Approval                                |
| Other Business                                                                            |                                            |                                         |
| 1. Staff Updates                                                                          | Tyler Morrow, Planning and Zoning Director | None                                    |

**STAFF PRESENT:** Tyler Morrow, Planning and Zoning Director

An audio file of the meeting is available, upon request, for a fee.

### Approval of Planning Board minutes: corrections-additions-deletions

**Chairman Bowser** asked for a motion to approve the minutes.

It was so moved by **Robyn Mondin**; second by **Leslie Cuevas**. There was no further discussion. The motion carries, all in favor.

### Item 26-06-FIL Sidewalk Fee-in-lieu request for Burge Flex Warehouse

Mr. Tyler Morrow addressed the Planning board members. He reminded them of their review of this project at their January 2026 meeting, for compliance with site and building design requirements, within the Heart of Fletcher overlay. The project is located at 165 Cane Creek Rd. It consists of a new warehouse, office space, and retail.

Mr. Morrow advised that in cases where a required sidewalk is potentially unsafe or impractical, the developer may request consideration from the Town for approval of payment of the financial equivalent (or “fee-in-lieu-of”) for the required sidewalks. Upon such approval by the Planning Board, the developer would then be required to pay the financial equivalent to the Town in order to develop sidewalks along other streets with pedestrian needs or greenways in accordance with the Town’s Greenway Master Plan.

Mr. Morrow said the estimated sidewalk cost was provided by the project engineer and included design, staging, mobilization, labor, and materials. The calculation was based on \$85 per linear foot for 305 linear feet, for a total estimated fee-in-lieu amount of \$25,925. The Town’s consulting engineer reviewed the itemized estimate for accuracy. If approved by the Planning Board, the financial sum paid to the Town shall be placed in a restricted fund reserved for construction of sidewalks and/or greenways.

Based on staff findings, the reasons which make constructing a sidewalk impractical or unsafe on the subject property are:

- The property contains significant grade challenges, which make the construction of an ADA-compliant sidewalk difficult. Based on the site’s topography, installation of a compliant sidewalk would require substantial grading and likely the incorporation of multiple switchbacks in order to meet allowable ADA running slope requirements.
- The bridge at the intersection of Old Cane Creek Road and Cane Creek Road is currently slated for replacement by NCDOT. Because the final design of that project has not been determined, it is unclear whether future roadway improvements associated with the bridge replacement could impact any newly installed sidewalk infrastructure. Sidewalk reconstruction could increase the overall cost of the bridge

project.

- The proposed sidewalk would place pedestrians along a steep curve on Cane Creek Road. This area currently lacks sidewalk infrastructure that would promote meaningful pedestrian connectivity. The lack of connectivity, combined with the roadway geometry, raises concerns about whether installation at this location would provide a meaningful or safe pedestrian benefit.

**Mr. Morrow** said the absence of existing sidewalks does not, in itself, justify approval of a fee in lieu request. If that were the standard, the Town's sidewalk requirements would have little practical effect. The intent of requiring sidewalks with new development is to gradually build out the Town's pedestrian network over time, allowing individual sections installed through development to eventually connect, or at minimum reduce the amount of infrastructure the Town would need to construct in the future to close existing gaps.

However, this location presents circumstances where meaningful connectivity may not be realistically achieved in the foreseeable future. The properties to the west, in the direction of US 25, are largely developed with single-family residential lots that are unlikely to redevelop at a scale that would trigger future sidewalk installation requirements. As a result, pedestrian connectivity through redevelopment in this corridor appears unlikely. The nearest existing sidewalk on this side of the roadway, in the direction of US 25, is approximately 2,700 feet away near Fletcher First Baptist Church.

**Mr. Curtis Burge** is available to answer questions. The applicant believes there is reasonable basis for the Planning Board to consider approval of the requested fee in lieu.

**Action summary:** The Planning Board considered approval of a sidewalk fee-in-lieu request for 305 linear feet of required sidewalk frontage at 165 Cane Creek Road, calculated at \$85 per linear foot for a total of \$25,925, with funds to be placed in a restricted fund for sidewalks and/or greenways.

## DISCUSSION

**Chairman Bowser** reviewed the site plan distance of 305 linear feet for sidewalk location; then asked if this property had been divided.

**Mr. Burge** said it has been subdivided. **Mr. Burge** added that 305 feet of frontage was the minimum distance allowed by DOT on either side of the new driveway location. If the fee-in-lieu is approved, he will be glad to see the fee go toward something that will benefit the Town more appropriately.

**Ms. Fogel** asked if the development across from Burge's will be installing sidewalks.

**Mr. Morrow** said yes, they will be required to install sidewalks.

**Chairman Bowser** asked for a motion.

**Mr. Franklin** made a motion to approve the sidewalk fee-in-lieu request, with the comment that he would like to see the Town use the fee for sidewalk construction where needed, rather than for greenway improvements.

**Mr. Comphe** seconded the motion.

There was no further discussion. The motion carried unanimously, all in favor.

## Staff updates and other business

**Mr. Morrow** had no updates to report.

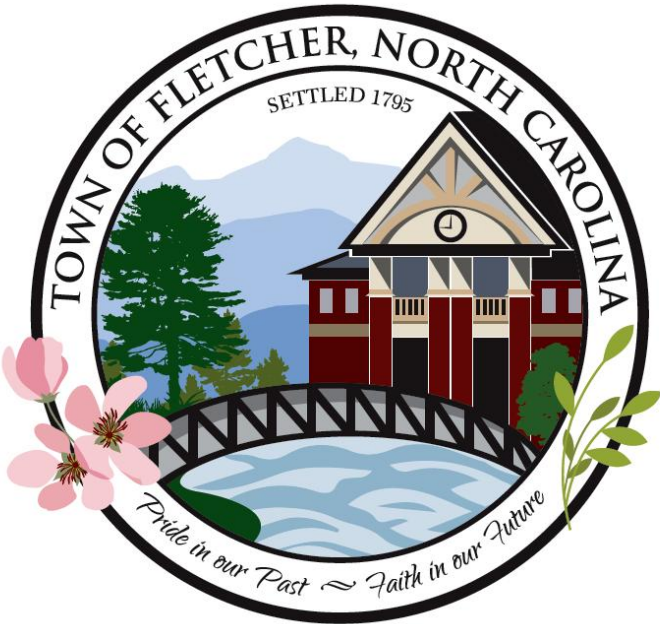
**Chairman Bowser** adjourned the meeting at 6:15 PM.

**Next meeting: July 21, 2026**

Read, approved and adopted this \_\_\_\_ day of \_\_\_\_\_, 2026

\_\_\_\_\_  
Planning Director

\_\_\_\_\_  
Chairman





## TOWN OF FLETCHER PLANNING DEPARTMENT AGENDA ITEM COVER SHEET

|                                                                                                                              |                                                |
|------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------|
| <b>Meeting Type: Planning Board</b>                                                                                          | <b>Meeting Date: July 21<sup>st</sup> 2026</b> |
| <b>Title of Item:</b><br>Special Use Permit Review: Focus Plus Academy (26-11-SUP)– Tyler Morrow, Planning & Zoning Director |                                                |

### SUGGESTED SPECIAL USE PERMIT MOTION(S):

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p style="text-align: center;"><b><u>Approval:</u></b></p> <p>I move the Planning Board recommend Town Council <b><u>approve</u></b> the Special Use Permit associated with this petition, finding that the proposed development is consistent with Article 15.10 and that all nine (9) required criteria for the issuance of a Special Use Permit have been met. The development shall be constructed in accordance with the approved site plan.</p> <p style="text-align: center; margin-top: 40px;">[DISCUSS &amp; VOTE]</p> | <p style="text-align: center;"><b><u>Denial</u></b></p> <p>I move the Planning Board recommend Town Council <b><u>deny</u></b> the Special Use Permit associated with this petition, finding that the proposed development is not consistent with Article 15.10 and that all nine (9) required criteria for the issuance of a Special Use Permit have been met. The following criteria have not been met [please state the criteria that was not met]</p> <p style="text-align: center; margin-top: 40px;">[DISCUSS &amp; VOTE]</p> |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

|                                                        |                                                                                                                                                                                                                                                                  |
|--------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p style="text-align: center;"><b>Attachments:</b></p> | <ol style="list-style-type: none"> <li>1. Staff Report</li> <li>2. Preliminary Site Plan</li> <li>3. Applicant narrative describing how the proposed development complies with the nine Special Use Permit approval criteria.</li> <li>4. Application</li> </ol> |
|--------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

# TOWN OF FLETCHER

PRESTON BLAKELY  
MAYOR

MARK E. BIBERDORF  
TOWN MANAGER



COUNCIL MEMBERS:  
TREVOR LANCE  
JIM PLAYER  
KEITH REED  
AMBER MCKINNEY

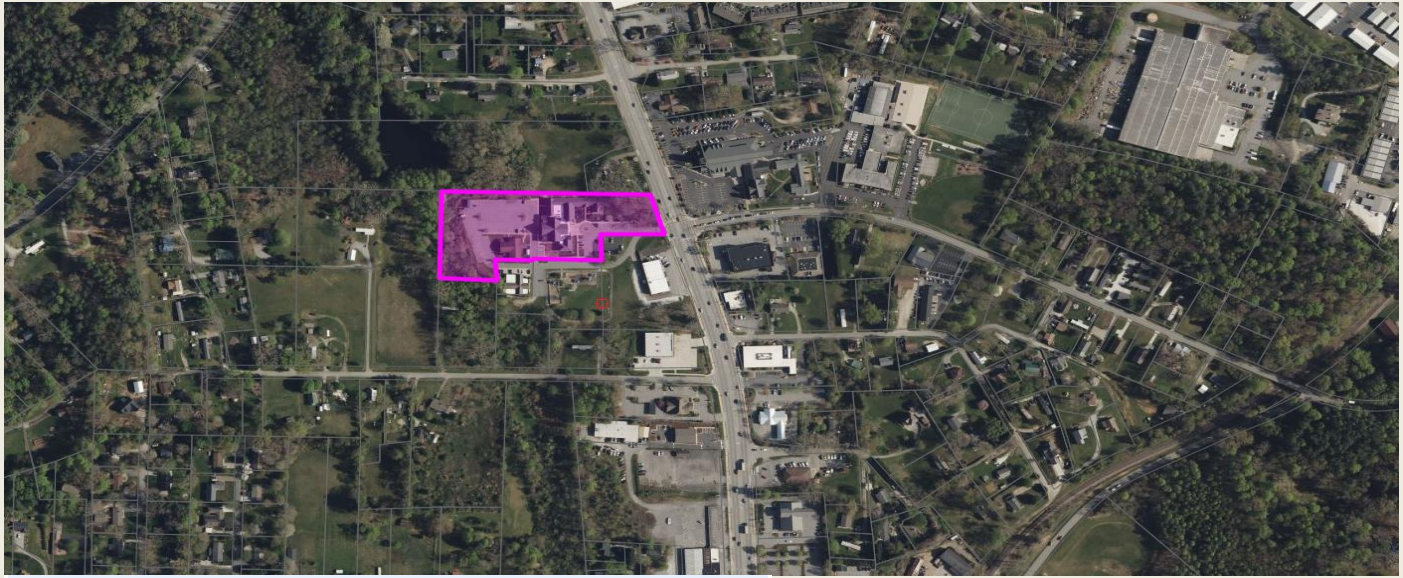
## Special Use Permit Focus Plus Academy (26-11-SUP)

Planning Department Staff Report  
Tyler Morrow, Planning and Zoning Director

|                                                      |   |
|------------------------------------------------------|---|
| Project Summary .....                                | 2 |
| Special Use Permit Process:.....                     | 3 |
| Existing Zoning & Land Use Map and Description ..... | 4 |
| Site Images .....                                    | 5 |
| Site Plan/Project Summary:.....                      | 7 |
| Land Use Plan Consistency: .....                     | 8 |
| Heart of Fletcher Design Review: .....               | 8 |



# Project Summary



SITE VICINITY MAP

- **Project Name & Case #:**
  - Focus Plus Academy
  - 26-11-SUP
- **Applicant:**
  - Jill Paterson, Co-Founder and School Director of Focus Plus Academy
- **Property Owner:**
  - Fletcher United Methodist Church, INC.
- **Property Address:**
  - 50 Library Road
- **Project Acreage:**
  - 3.9 Acres
- **Requested Uses:**
  - Schools – Elementary & Secondary

- **Parcel Identification (PIN):**
  - 9653-61-5698
- **Current Parcel Zoning:**
  - C-1, General Commercial District
- **Heart of Fletcher District:**
  - Town Center Business
    - Heart of Fletcher Review by the Planning Board is not required for this project see page 8 for more details.
- **Land Use Plan Designation:**
  - Institutional-Public
- **Project overview**
  - Utilize two existing classrooms within Fletcher First United Methodist Church to operate a small middle/high school with a maximum enrollment of 25 students. The proposal includes no exterior modifications to the building, site layout, parking areas, or surrounding property.

## Special Use Permit Process:

Upon application, the Town Council, following a recommendation from the Planning Board, may grant special use permits in specific cases. Such permits may be approved subject to appropriate conditions and safeguards, as authorized by this ordinance and identified as special uses within the applicable zoning districts.

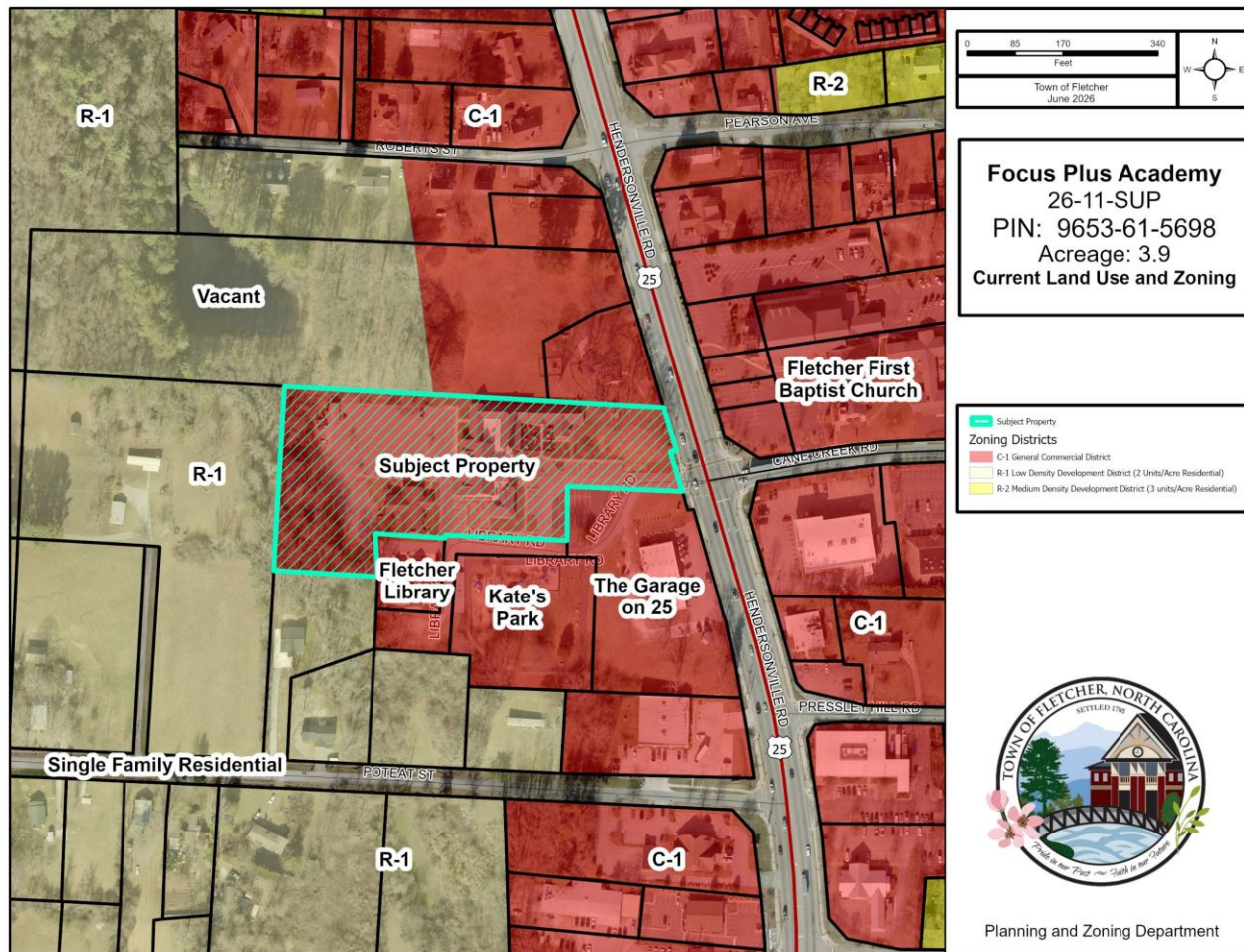
All Special Use Permit Applications are Quasi-Judicial Proceedings. A quasi-judicial decision is a formal, court-like process used by local governments to apply specific zoning or development ordinances to individual situations. It requires finding facts, holding evidentiary hearings, and basing decisions on evidence rather than political discretion.

For the Town Council to approve a Special Use Permit, the following findings must be made:

1. A complete application has been submitted in accordance with the requirements of the Town Code.
2. The Town Council must determine that the proposed use will not negatively impact the health or safety of nearby residents or employees, will not harm the public welfare, and will not be detrimental to surrounding properties or public improvements. As part of its approval, the Town Council may impose reasonable conditions to ensure the proposed use complies with the intent and requirements of the Code.
3. Prior to issuing the Special Use Permit, the Town Council must adopt written findings confirming that the proposal complies with the specific standards for the requested special use as outlined in Article 3, and that appropriate provisions and arrangements have been made for all applicable requirements.
  1. Satisfactory ingress and egress to property and proposed structures thereon, with particular reference to automotive and pedestrian safety and convenience, traffic flow, and control.
  2. Provision of off-street parking and loading areas where required, with particular attention to the items listed above, and the economic, noise, glare and odor effects of the special use on adjoining properties in the area.
  3. Adequate and proper utilities, with reference to locations, availability, and compatibility.
  4. Buffering, with reference to type, location, and dimensions.
  5. Signs, if any, and proposed exterior lighting, with reference to glare, traffic safety, economic effect, and compatibility and harmonies with properties in the district.
  6. Playgrounds, open spaces, yards, landscaping, access ways, pedestrian ways, with reference to location, size, and suitability.
  7. Buildings and structures, with reference to location, size, and use.
  8. Hours of operation, with particular reference to protecting and maintaining the character of the neighborhood.
  9. A site plan/preliminary plat has been submitted, as required in Article 16.3.



# Existing Zoning & Land Use Map and Description



The subject property is zoned C-1, General Commercial District, as are the surrounding properties fronting along the US 25 commercial corridor. The C-1 district was established to accommodate and encourage commercial development along this corridor, and the subject property is consistent with that intent. As development transitions farther away from US 25, the zoning pattern decreases in intensity, transitioning to the R-1 Residential District. The R-1 district consists primarily of single-family residential development, particularly along Potteat Street to the south.

The subject property is also located within an established public and institutional node in Fletcher that includes Fletcher First United Methodist Church, the Fletcher Library, and Kate's and Pete's Park. Together, these community facilities create a civic gathering area that is separated from the more intensive commercial activity along the US 25 corridor.

Because schools are permitted as a Special Use within the C-1 district, the proposed project is required to obtain a Special Use Permit from the Town Council following review by the Planning Board. Since schools are already contemplated within the C-1 district as a Special Use, the proposal does not require a rezoning.



## Site Images



This site photograph depicts the existing entrance on the west side of the building that will be utilized by the proposed school.



This photograph depicts the rear parking area that will be utilized by teachers, parents, and visitors associated with the proposed school.





This photograph depicts the existing Kate's and Pete's Park located adjacent to the church property, providing nearby recreational and open space amenities within the surrounding public institutional area.



This photograph depicts the existing signalized intersection that will serve as the primary access point for vehicles entering and exiting the site.

## Site Plan/Project Summary:

The proposed project involves the creation of Focus Plus Academy within existing classroom space at Fletcher First United Methodist Church. No exterior modifications to the building are proposed. The school will occupy two existing classrooms totaling approximately 700 square feet. In addition to the classroom space, the church chapel may be used periodically for non-instructional activities. Existing restroom facilities will serve the school, and no modifications to those facilities are proposed. The church's existing kitchen may be used occasionally for staff; however, no commercial food preparation or food service activities are proposed as part of the project.

The proposal does not include the construction of any new buildings, additions, impervious surfaces, or site infrastructure. No grading, land disturbance, or other site alterations are proposed. As a result, the project does not trigger stormwater review requirements.

Access to the site will continue to utilize the existing driveway from Library Road and the signalized intersection at Hendersonville Road. Student drop off and pick up activities will occur through a separate entrance and circulation loop from the church's existing preschool operations. The applicant has indicated that school schedules will be staggered to avoid overlap with preschool drop off and pick up times, minimizing traffic conflicts and congestion on site.

The site plan currently shows 15 parking spaces to be utilized by the school, which exceeds the minimum requirement (2 spaces). The Town's parking regulations allow for shared parking arrangements under certain circumstances. Specifically, up to 50 percent of the parking spaces required for one use may be credited toward the parking requirement of a second use located on the same property. Shared parking is permitted when the peak parking demand for each use occurs at different times, such as a church whose highest parking demand occurs during evenings or weekends and a school whose peak demand occurs during weekday hours. In this case, the proposed school operates primarily during weekday business hours, while the church's primary parking demand occurs during evenings and weekends. As a result, the proposed arrangement satisfies the intent of the shared parking provisions by minimizing overlapping parking demand and allowing the existing parking supply (approximately 144 spaces) to efficiently serve both uses.

A Traffic Impact Analysis is not required for the project. The proposed use is expected to generate approximately 60 daily vehicle trips, which is below the North Carolina Department of Transportation threshold for a Traffic Impact Analysis.

The proposed school will utilize the site's existing water, sewer, and electrical utilities, all of which are adequate to serve the use. The proposed occupancy area has been inspected and approved for Group E occupancy requirements, satisfying applicable fire, life safety, and health standards. Existing waste collection services are also sufficient to accommodate the proposed use.

No changes are proposed to existing landscaping, exterior lighting, or site signage. The school will operate Monday through Friday from 8:15 a.m. to 3:45 p.m., with an early release time of 1:45 p.m. on Fridays. No evening or weekend activities are proposed as part of this application.

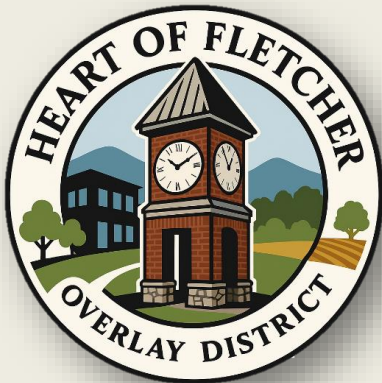




## Land Use Plan Consistency:

The proposed development is consistent with the Land Use Plan's 1st goal of "Providing the citizens of Fletcher with a quality environment for living, leisure activities and work"

The proposed development would provide additional education opportunities to the residents and children of the Town of Fletcher to better serve their local needs.



## Heart of Fletcher Design Review:

The subject property is designated as Town Center Business. However, review under the Heart of Fletcher Overlay District is not required for this project. The proposed use consists solely of the occupancy of existing classroom space within an existing building and does not involve any new construction, building additions, site modifications, or exterior improvements.

Additionally, the project does not constitute a reconstruction or renovation of an existing structure equal to or greater than seventy five percent (75%) of the structure's tax value. According to Henderson County tax records, the existing structure has an assessed value of approximately \$1,866,900. As no substantial building improvements are proposed, the project does not meet the threshold that would trigger Heart of Fletcher design review requirements.

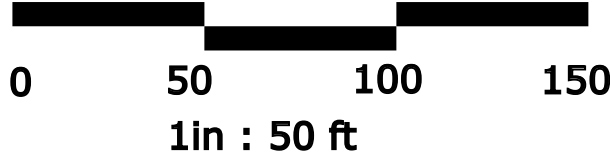


**Project Name:** Focus Plus Academy  
**Owner:** Fletcher United Methodist Church  
**Applicant:** Focus Plus Academy  
**Surveyor or Preparer:** N/A - Sketch Plan  
**Zoning:** C-1  
**PIN:** 9653615698  
**Address:** 50 Library Rd  
**Date of Preparation:** 6/14/2026

- Legend**
- Property Border
  - Lot Lines
  - Existing Buildings
  - Parking Lot
  - Vegetation Buffer
  - SonShine Preschool
  - Focus Plus Academy
  - Recreation Areas

**Outdoor Activity:**  
Outdoor activity will occur in two existing grass areas on the church property: the front grass area and the grass area adjacent to the parking lot. No fencing, equipment, or site modifications are proposed. The adjoining public park provides additional open space in the vicinity but is not part of the project and is not required for school operations.

Address: No Address Assigned  
Owner: Youngblood, Kenneth Trustee; Youngblood, Katherine W  
Owner Address: PO Box 97, Fletcher NC 28732  
Zoning: C1



**Building and Site Information:**

**Existing Building:** No exterior changes proposed.  
**School Area:** Two classrooms (Approx 700 sq ft).  
**Ancillary Space:** Chapel used occasionally for non-instructional activities.  
**Restrooms:** Existing restrooms serve the space; no changes proposed.  
**Kitchen:** Existing kitchen used occasionally for staff; no commercial food service.  
No new structures, additions or impervious surfaces.  
No grading or land disturbance proposed.  
Project does not trigger stormwater review.

**Access, Traffic & Parking**

**Ingress/Egress:** Existing driveways from Library Rd and lights at Hendersonville Rd.  
**Drop-Off/Pick-Up:** Separate Entrance & loop from preschool.  
**Traffic Management:** Staggered schedule, no overlap with preschool.  
**Parking Required:** 6 staff +25 students = 11 parking spaces.  
Land Development parking requirement: 2 per 1000 sq ft = 2 spaces required.  
**Parking Provided:** 15 spaces  
**Traffic Impact Analysis not Required:** The project generates approximately 60 daily trips which is below the NCDOT TIA threshold. No driveway modifications are proposed and no rezoning, interchange proximity, median break or access break is involved.

**Utilities & Services**

**Utilities:** Existing water, sewer and electric adequate.  
**Fire & Life Safety:** Area inspected and approved for Group E occupancy.  
**Waste Collection:** Existing sanitation service adequate.  
**Health Inspection:** Area inspected and approved for Group E occupancy.

**Landscaping, Lighting & Signs**

**Landscaping:** No changes proposed.  
**Lighting:** No new exterior lighting.  
**Signage:** No new signage.

**Hours of Operation**

**Mon-Fri:** 8:15 - 3:45 (1:45 Friday early release).  
No evening or weekend activities.

Address: No Address Assigned  
Owner: Youngblood, Kenneth Trustee; Youngblood, Katherine W  
Owner Address: PO Box 97, Fletcher NC 28732  
Zoning: R1

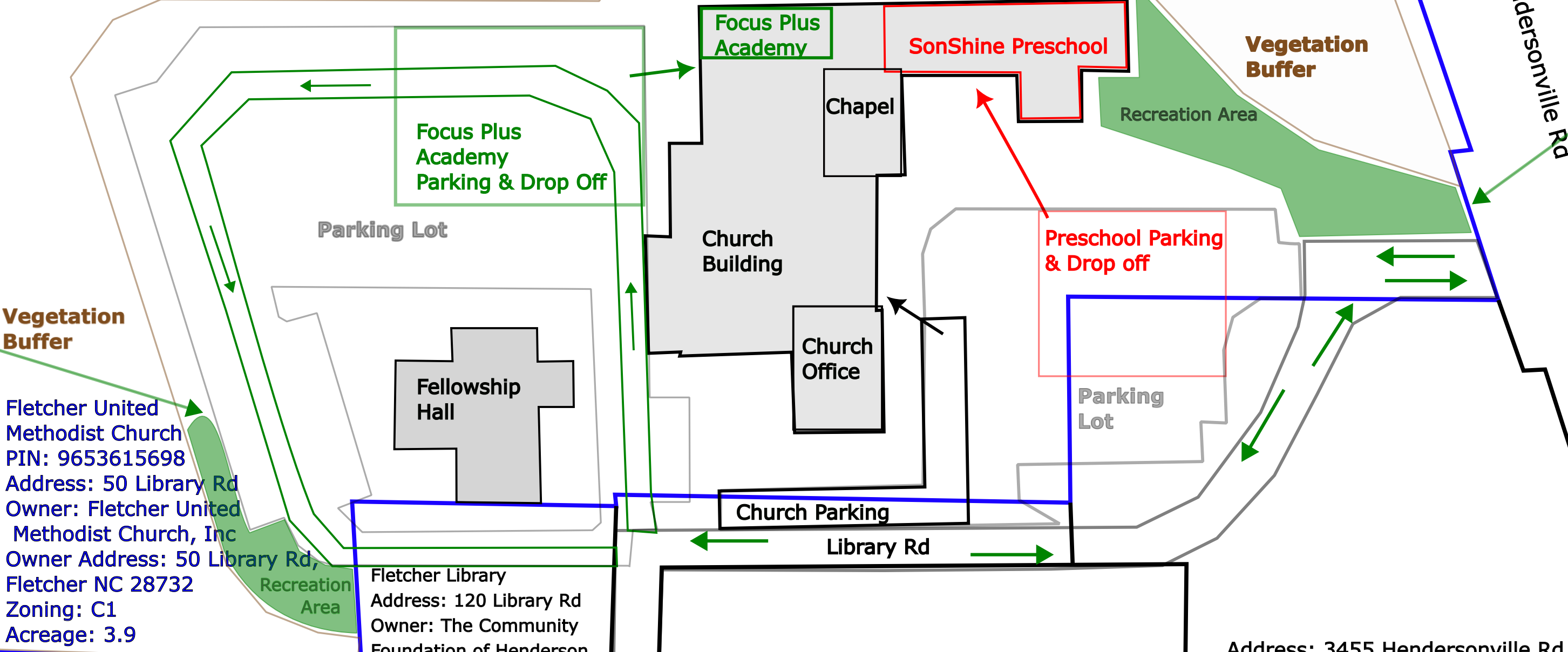
Address: 64 Poteat St  
Owner: Livingston, Daniel J;  
Livingston, Vanessa  
Owner Address:  
PO Box 35, Fletcher NC 28732  
Zoning: R1

Address: 3375 Hendersonville Rd  
Owner: Youngblood, Katherine Loraine  
Owner Address: 53 Lands End Dr  
Hendersonville, NC 28791  
Zoning: C1

Existing Grass Area Adjacent to Parking - Suitable for Supervised Outdoor Activity (No improvements proposed)

Existing Grass Area Available for Supervised Outdoor Activity (No improvements proposed)

**No Exterior Changes Proposed**



Address: 54 Poteat St  
Owner: Bratt, AlexandraM;  
Pickell, Stoddard M III  
Owner Address: 54 Poteat St,  
Fletcher NC 28732  
Zoning: R1

Fletcher Library  
Address: 120 Library Rd  
Owner: The Community  
Foundation of Henderson  
County Inc  
Owner Address:  
PO Box 1108  
Hendersonville NC 28793  
Zoning: C1  
Address: No Address Assigned  
Owner: Youngblood, Kenneth  
Trustee, Youngblood, L C Estate  
Owner Address: PO Box 97,  
Fletcher NC 28732  
Zoning: C1

Kate's Park  
Address: No Address Assigned  
Owner: The Community Foundation of  
Henderson County Inc  
Owner Address: 400 N Main St, Ste 300  
Hendersonville NC 28792  
Zoning: C1  
Adjacent Public Park  
Lawn Area (not part of  
project)

Address: 3455 Hendersonville Rd  
Owner: Youngblood, Kenneth  
Trustee, Youngblood, L C Estate  
Owner Address: PO Box 97,  
Fletcher NC 28732  
Zoning: C1

Address: 50 Poteat St  
Owner: Tancredi, Michael;  
Meyers, Elizabeth  
Owner Address: 50 Poteat St,  
Fletcher NC 28732  
Zoning: R1

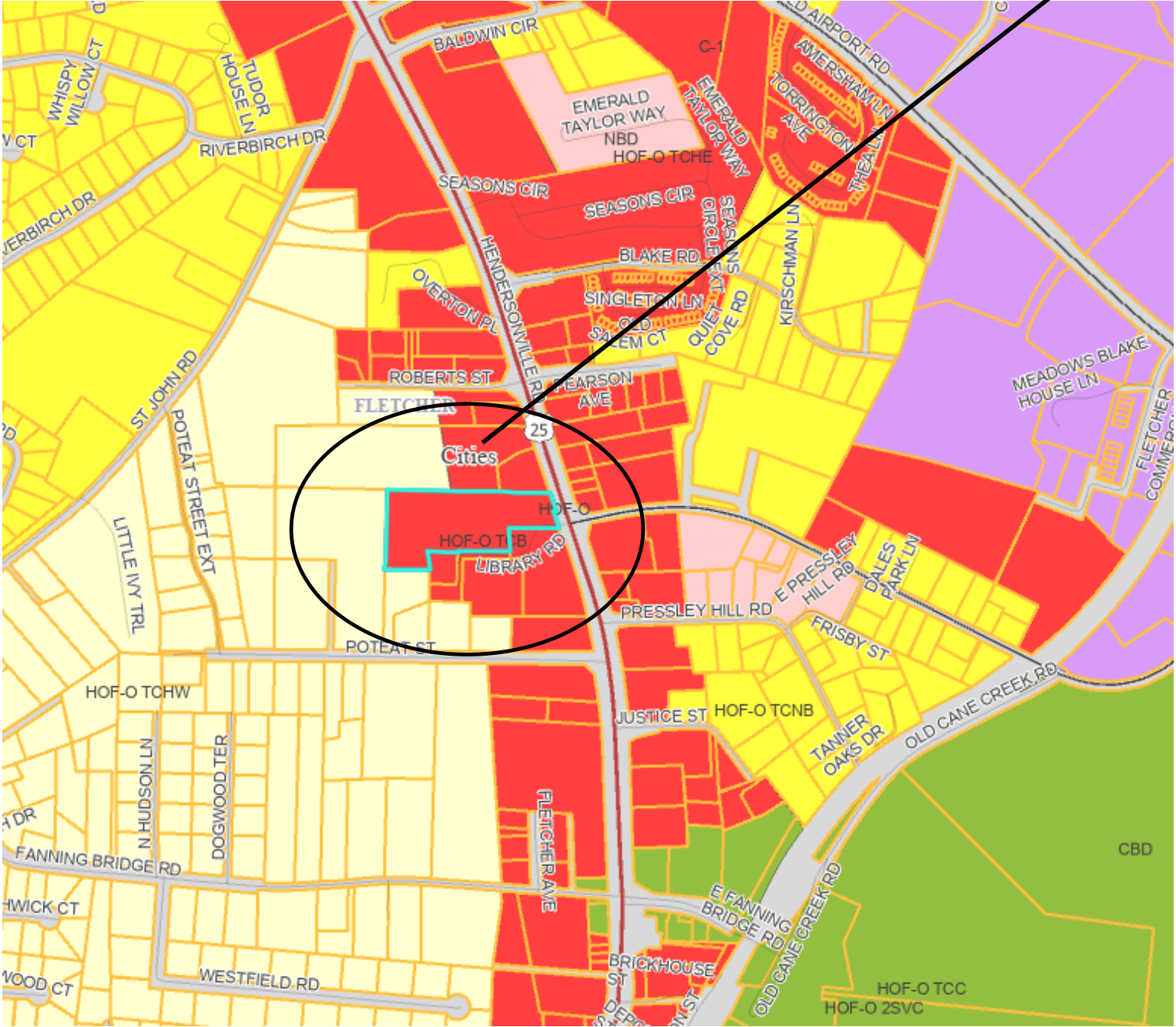
Address: No Address Assigned  
Owner: Innisfree Farm Trust;  
Youngblood, Peter W Trustee;  
Youngblood, Katherine L Trustee;  
Youngblood, Kenneth Trustee  
Owner Address: PO Box 97,  
Fletcher NC 28732  
Zoning: R1

Address: 26 Poteat St  
Owner: Innisfree Farm Trust;  
Youngblood, Peter W Trustee;  
Youngblood, Katherine L Trustee;  
Youngblood, Kenneth Trustee  
Owner Address: PO Box 97,  
Fletcher NC 28732  
Zoning: R1

Address: 3507 Hendersonville Rd  
Owner: O'Reilly Automotive Stores, Inc  
Owner Address: PO Box 1156  
Springfield MO 65801  
Zoning: C1

Poteat St

See Inset A





## **Special Use Permit Application Narrative**

### **Focus Plus Academy – Fletcher United Methodist Church**

**Property Address:** 50 Library Road, Fletcher, NC 28732

**PIN:** 9653615698

**Zoning District:** C-1

**Proposed Use:** Small private school / educational use within existing church facility

**Applicant:** Focus Plus Academy

#### **1. Project Overview**

Focus Plus Academy proposes to operate a small, supportive private school for students in grades 6–12 (starting with grades 6-9 for the 2026/27 school year) within existing classroom space at Fletcher United Methodist Church. The program is designed for students who need additional structure, executive-function support, and individualized instruction. Maximum enrollment at this location will be **25 students** with **up to 6 staff**.

No construction, exterior changes, site work, or new impervious surface is proposed.

#### **2. Existing Facility & Scope of Use**

The school will occupy existing interior classrooms with a **separate entrance and drop-off area**, as shown on the site plan. All operations will use existing:

- **Parking**
- **Ingress/egress**
- **Utilities**
- **Lighting and landscaping**
- **Walkways and access points**

The applicant has completed required **fire** and **health** safety inspections for the proposed school area.

#### **3. Enrollment, Staffing & Hours**

- **Startup:** 1–5 students, 2 staff
- **Maximum:** 25 students, up to 6 staff
- **Schedule:** Monday–Friday, 8:30 a.m.–3:30 p.m. (1:30 finish p.m. Fridays)
- **Drop-off:** 8:15–8:30 a.m.
- **Pick-up:** 3:30–3:45 p.m. (1:30 - 1:45 p.m. Fridays)

No evening, overnight, or weekend activities are proposed.

#### **4. Relationship to Church & Preschool**

SonShine Preschool operates in a separate portion of the Fletcher United Methodist Church building. Focus Plus Academy will use **different classrooms, a different entrance, and a different drop-off loop**, with schedules intentionally staggered:

- Focus Plus Academy drop-off ends at **8:30**
- Sonshine Preschool drop-off begins at **8:45**
- Sonshine Preschool pick-up ends at **12:10**
- Focus Plus Academy pick-up begins at **3:30 (1:30 Fridays)**

This prevents overlapping and maintains safe, orderly traffic flow.

#### **5. Special Use Permit Criteria**

##### **Ingress & Egress**

The school will use the existing Library Road driveway and rear parking/drop-off area. No new driveway, access point, or roadway change is proposed. Traffic volumes are low and scheduled to avoid preschool activity.

##### **Parking, Noise & Site Impacts**

Existing parking (15 spaces) exceeds the estimated need for 6 staff and short-duration parent vehicles. The use is quiet and limited to weekday daytime hours. No adverse noise, glare, odor, or economic impacts are expected.

##### **Utilities, Lighting, Landscaping & Improvements**

All existing utilities and site features remain unchanged. No new lighting, landscaping, buffering, playgrounds, or site improvements are proposed. The project does not trigger stormwater review.

##### **Buildings & Structures**

The school will use existing interior space only. No additions, exterior alterations, grading, or new impervious surface are proposed.

##### **Neighborhood Compatibility**

The use is small, supervised, educational, and consistent with the existing institutional character of the church campus and surrounding area.

## 6. Community Benefit & Land Use Consistency

Focus Plus Academy will provide a positive community benefit by creating local jobs and offering an additional educational option for students who may not thrive in larger or more traditional school environments. The school is designed to provide structure, executive functioning support, individualized academics, life skills development, and a calm learning environment for students who need this type of setting. Additional details available at [www.focusplusacademy.org](http://www.focusplusacademy.org).

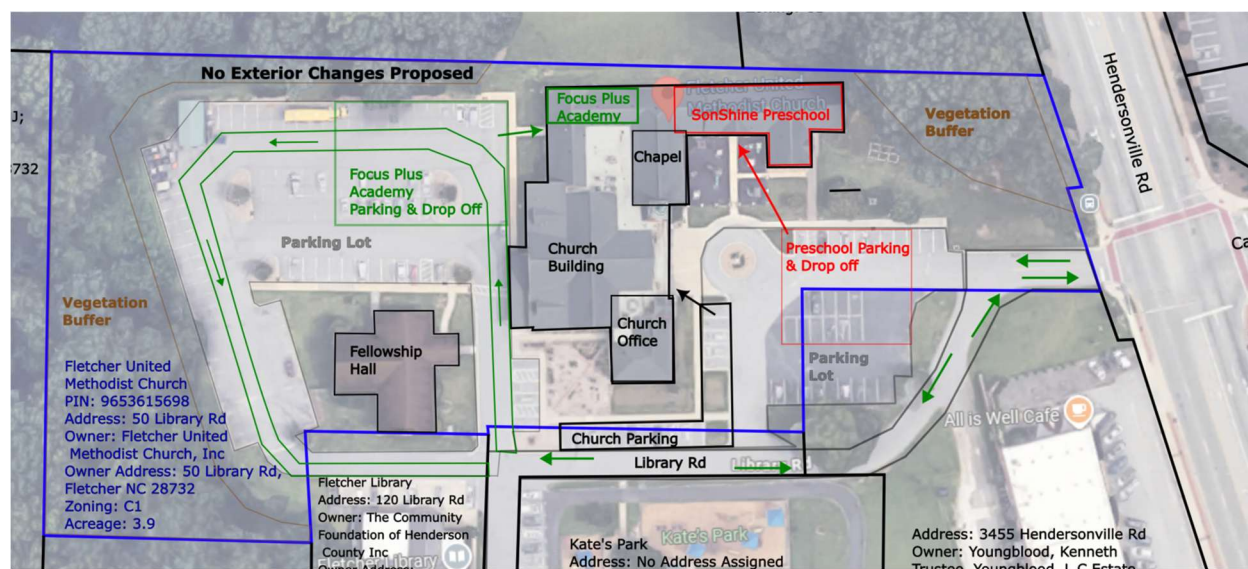
Focus Plus Academy's goal is to offer this program at a tuition level that may be completely or mostly covered by available state scholarship funding for qualifying families, making the school more accessible to students who need this type of educational support.

The proposed use is consistent with the Town of Fletcher's goals for community-serving institutional uses, adaptive reuse of existing buildings, support for local families, and efficient use of existing infrastructure. The project provides a small educational use within an existing institutional property without requiring new construction, land disturbance, new utilities, new parking, new signage, new lighting, or expansion of the existing site.

## 7. Request for Approval

Based on the limited scale of the use, reliance on existing facilities, completed fire and health inspections, low traffic impact, and positive community benefits, Focus Plus Academy respectfully requests approval of the **Special Use Permit** to operate a small private educational program within Fletcher United Methodist Church.

### Illustrative Image







## Town of Fletcher

### Planning and Zoning

300 Old Cane Creek Road, Fletcher, NC 28732

(828) 687-3985

Fax (828) 687-7133

### Special Use Permit Application

Application Number 26-11-SUP

Name of Project: Focus Plus Academy Educational Use at Fletcher United Methodist Church

Address/Location of Property: 50 Library Road, Fletcher, NC 28732

PIN# 9653615698

PID# 10001148

Type of Development:

☐ Residential

☒ Commercial

☐ Other

Current Zoning: C-1 Proposed Zoning: SUP for educational use

List requested uses:

Small private middle/high school educational use within existing church classroom space; maximum 25 students and no more than 6 employees at this location; no new construction, exterior alterations, signage, lighting, parking expansion, or site improvements proposed.

Total Acreage 3.9 acres Proposed Building Sq. Ft. N/A Dwelling Units N/A

Jill Paterson

Name of Agent

1025 Upper Brush Creek Road

Agent's Address

Fairview, NC 28730

City, State, Zip

(828) 338-8331

Telephone Number

→ Owner signed "Received by" line

Signature of Property Owner if other than Petitioner

Focus Plus Academy

Name of Petitioner(s)

1025 Upper Brush Creek Road

Address of Petitioner(s)

Fairview, NC 28730

City, State, Zip

(828) 338-8331

Telephone Number

Signature Jill Paterson

If an AGENT is filing the petition, you must have a signed Owner's Affidavit attached to the petition.

If you have any questions about filling out this application, please contact the Planning and Zoning Department at (828) 687-3985.

Received by →

John Justice

Date 7-27-26

## Owner's Affidavit

I (we) the undersigned do hereby give permission to (agent's name or organization)

Focus Plus Academy, Attn: Jill Paterson, School Director to file petition (application) for property(s)

located at 50 Library Road, Fletcher, NC 28732 with

PIN (or PID)# 9653615698 on this affidavit for the purpose of requesting a

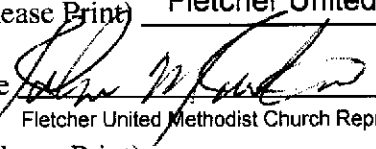
Special Use Permit or Conditional Use Rezoning from the Town Council of the Town of

Fletcher, NC. I further understand that my signature is consent to all conditions and/or

stipulations that may be imposed or adopted by such Town Council as part of the petition

approval.

1. Owner's Name (Please Print) Fletcher United Methodist Church, Inc.

Owner's Signature  Date 7-07-26

Fletcher United Methodist Church Representative, John Justice

2. Owner's Name (Please Print) \_\_\_\_\_

Owner's Signature \_\_\_\_\_ Date \_\_\_\_\_

3. Owner's Name (Please Print) \_\_\_\_\_

Owner's Signature \_\_\_\_\_ Date \_\_\_\_\_

4. Owner's Name (Please Print) \_\_\_\_\_

Owner's Signature \_\_\_\_\_ Date \_\_\_\_\_

### Agent's (Contact) Information

Name: Focus Plus Academy,  
Attn: Jill Paterson, School Director

Address: 1025 Upper Brush Creek Road,  
Fairview, NC 28730

Phone Number: (828) 338-8331

Fax Number: N/A