

Mayodan Planning & Zoning Board/Board of Adjustment
Agenda
Thursday, March 19, 2026
210 W Main Street
6:00 pm

1. Call to Order
2. Approval of Minutes
 - A. Regular Meeting – February 19, 2026
3. New Business
 - A. Special Use Permit SUP-001-2026: Townhomes at 224 Taft Street
4. Discussion Items
5. Adjourn

MAYODAN PLANNING AND ZONING BOARD/BOARD OF ADJUSTMENT

February 19, 2026 MEETING

210 W Main Street

6:00 P.M.

Members Present:

Sammy Martin
Ed Shelton
Tom Watford – Chairman
Tania Carter
Amanda Joyce

Staff Present:

Melody Shuler, Town Manager

Members Absent:

Charles Menard
Norma O'Steen

Chairman Tom Watford called the meeting to order at 6:07 p.m.

Approval of Minutes:

Upon a motion by Sammy Martin, seconded by Ed Shelton, the Board voted unanimously (5:0) to approve the minutes of the October 16, 2025 meeting.

New Business:

Comprehensive Land Development Plan

Sam Stalder, PTRC Regional Planner, presented the draft Comprehensive Land Development Plan to the Planning Board. The Board discussed issues in town leading to adding additional policies for code enforcement and commercial design standards.

Motion was made by Ed Shelton and seconded by Tania Carter to send a favorable recommendation to the Town Council for the Comprehensive Land Development Plan. Motion carried unanimously (5:0).

Discussion:

Ms. Shuler answered Board members questions.

Adjourn:

At 7:08 pm, a motion to adjourn was made by Sammy Martin, seconded by Amanda Joyce, and approved unanimously (5:0).

**Town of Mayodan Zoning
Rezoning Case # SU-001-2026
Staff Report: Melody Shuler, Town Manager**

Applicant: Cold Creek Contracting INC, James Lemons
Owner: Cold Creek Contracting INC, James Lemons
Location: 224 Taft Street
GIS ID #: 79160637885900; Parcel 117482
Request: Special use permit to allow townhomes

Explanation of the Request:

SU-001-2026 is a request by applicant Cold Creek Contracting INC for a special use permit for a development of townhomes at 224 Taft Street in the R-6 Residential Zoning District.

Background:

The owner of the property is proposing to add townhomes. Townhomes are defined in Article XIV of the Mayodan Zoning Ordinance as “a development containing single occupancy units attached to one another in which each unit is located on an individually owned parcel, generally within a development containing drives, walks and open areas owned in common.” Townhomes are considered special use in the R-6 zoning district and therefore requires a special use permit.

In the application, the applicant states they plan to include 12 units on the site.

Location/Current Land Use:

The property consists of vacant land that is wooded.

Condition and land use of the surrounding properties:

- To the north – Residential houses, zoned R-12 (Residential Low Density)
- To the south – Residential vacant, zoned R-6 (Residential Medium Density)
- To the east – Residential vacant, zoned R-6 (Residential Medium Density)
- To the west – Residential apartment, zoning R-6 (Residential Medium Density)

Special Use Permit Requirements:

The following should be considered when evaluating a special use permit application:

1. Will the proposed use materially endanger the public health or safety?
2. Will the proposed use comply with all regulations and standards generally applicable within the zoning district and specifically applicable to the particular type of special use or class of special uses?
3. Will the proposed use substantially injure the value of adjoining property?
4. Will the proposed use be in harmony with the area in which it is located?

Conditions are permitted to be attached to a special use permit. Any conditions must be agreed to, in writing, by both parties.

Recommended Conditions

Special Use Permit – 224 Taft Street (12 Unit Townhomes)

1. Fire and Emergency Access - All fire apparatus access roads shall be a **minimum of twenty (20) feet in width** and maintained in accordance with applicable fire code requirements.

2. Addressing and Visibility - If buildings are not readily visible from Taft Street due to the placement behind existing structures, the developer shall install a **directory sign or building identification signage near the entrance** to assist emergency responders and visitors in locating the units.

3. Dumpster and Waste Management - Any dumpster or waste collection area shall be **screened from view from public streets and adjacent properties** by fencing, landscaping, or a masonry enclosure consistent with the character of the development.

4. Landscaping and Buffering - The developer shall install **landscape buffering along property boundaries adjacent to residential properties**, where necessary, to reduce visual impacts of parking areas and structures.

Revised sketch for 9 units Taft st

James FEB 18

Me Thank you, James! I've confirmed that this meetings all the requirements of the ... FEB 19

James Good afternoon melody I was just thinking What is the date of meeting and is it... MAR 11

Me MAR 11

Hi James,

The Technical Review Committee has provided feedback on your proposed townhome development at 224 Taft Street. Attached are the proposed conditions.

Please review them and let me know if you agree to the conditions by noon tomorrow. If so, I will notify the Planning Board tomorrow afternoon that we will be meeting on Thursday, March 19, at 6:00 PM at Town Hall. This item will be presented to the Council on Monday, April 13, at 6:00 PM at Town Hall.

Please let me know if you have any questions.

Thank you,

Recommended
Conditions - 2026.03.11

[DOCX](#)

James MAR 11

Yes ma'am we agree to all conditions that was presented .

Thanks
James lemons

Me

MAR 11

Excellent! I will go ahead and prepare the Planning Board agenda packet. Once prepared, I will send it to you.



SERVICES ∨ GOVERNMENT ∨

RESIDENTS ∨ BUSINESS ∨ I WANT TO...

Conditional/Special Use Permit Application

Petitioner's full name: *

Email: jameslemons@ymadon

Phone contact: *

Cold Creek Contracting Inc.

336-549-152

Petitioner's address: *

104 W. Hunter st.
Madison, NC, 27025

I/we hereby petition the Mayodan
Town Council to grant the issuance
of: * Special use permit.

Property owner's name: *

James lemons

Address of the property that is the subject of this
application: *

224 East St
Mayodan

Proposed use: *

12 unit townhomes

Parcel Identification Number (Long
PIN): *

791606378859.

Current zoning: * R6

It is understood that the authorized board may designate conditions that will, in its opinion, assure that the use in its proposed location will be harmonious with the area in which it is proposed to be located, with the spirit of the ordinance, and clearly in keeping with the public welfare. All specific conditions shall run with the land and shall be binding on the original applicant, their heirs, successors, and assigns unless otherwise noted in the Town of Mayodan Zoning Ordinance. In the event of failure to comply with the plans approved by the authorized board or with any other conditions imposed upon the Special Use Permit, the permit shall thereupon immediately become void and of no

1/12/2026

Parcel 117482

Petitioner's full name: james dean lemons

Email: jameslemons@ymail.com

Phone contact: 3365491520

Petitioner's address: 104 W Hunter St

I/we hereby petition the Mayodan Town Council to grant the issuance of: Special use permit

Property owner's name: Cold Creek Contracting inc. 224

Address of the property that is the subject of this application: Q taft st

Proposed use: 12 unit townhomes- drawings submitted previously

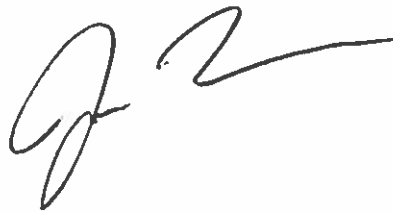
Parcel Identification Number (Long PIN): 791606378859

Current zoning: R6

Signature of applicant: James Lemons

* **Signature of owner (if different):**

Date: 01/06/2026



* A business document allowing him to sign as the owner.

Property Owner Name: james lemons

Property Address: 0 taft st ?? 224 taft st.

Email: jameslemons@ymail.com

Phone: 336-549-1520

Mailing Address: jameslemons@ymail.com

Project: New home

Project: Addition to Existing Structure

Other (please specify): R6- (3) 4 unit townhomes 12 units total

Zoning District: Multi-Family

Total Improvement Cost: \$1300000.00

Improvement Dimensions or Square Footage: 60x30 (3) bldgs

Improvement Height: 24'

Distance from Property Line #1 (provide measurement in feet & location description): front line 79'

Distance from Property Line #2 (provide measurement in feet & location description): side- 16' and 123'

Distance from Property Line #3 (provide measurement in feet & location description): rear- 42'

Contractor's Name: cold creek contracting inc

License Number: 69632

Contractor Phone: 3365491520

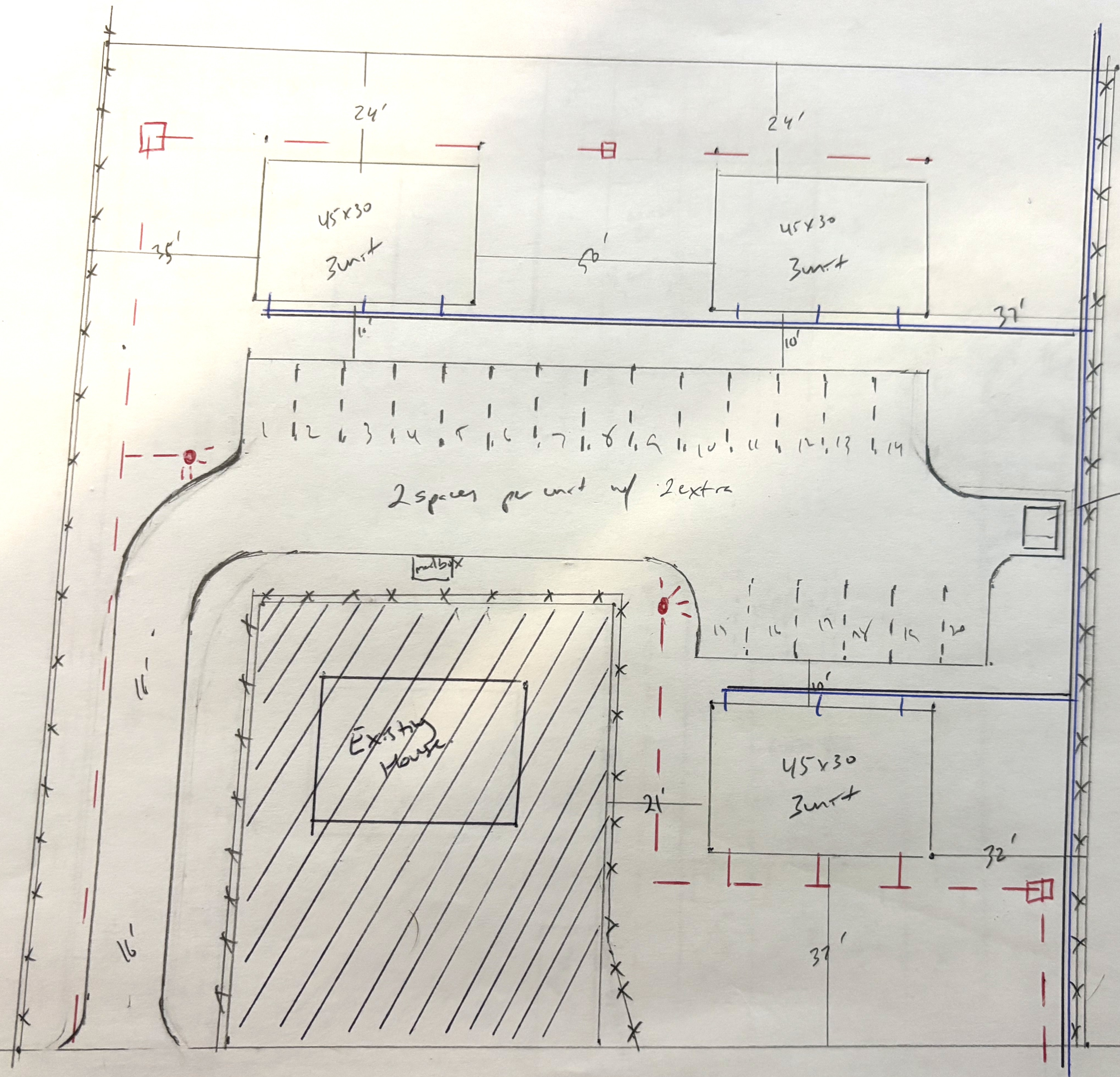
Upload Drawing: [Open File](#) (Keep in mind the attached file link will expire after 90 days)

Signature: james dean lemons

Date: 12/15/2025

Parcel: 117482

1" = 30'



2 spaces per unit w/ 2 extra

Ample

Legend

- xx fence
- transformer
- - - power line
- == water/sewer
2" 4" 6"

Taft St.



BUSINESS CORPORATION ANNUAL REPORT

10-2017

NAME OF BUSINESS CORPORATION: Cold Creek Contracting, Inc.

SECRETARY OF STATE ID NUMBER: 1149728 STATE OF FORMATION: NC

REPORT FOR THE FISCAL YEAR END: 12/31/2025

Filing Office Use Only	
E - Filed Annual Report	
1149728	
CA202510501802	
4/15/2025 09:55	
<input type="checkbox"/>	Changes

SECTION A: REGISTERED AGENT'S INFORMATION

1. NAME OF REGISTERED AGENT: James Lemons

2. SIGNATURE OF THE NEW REGISTERED AGENT: _____

SIGNATURE CONSTITUTES CONSENT TO THE APPOINTMENT

3. REGISTERED AGENT OFFICE STREET ADDRESS & COUNTY 4. REGISTERED AGENT OFFICE MAILING ADDRESS

104 w. hunter st

104 w. hunter st

mayodan, NC 27025 Rockingham County

mayodan, NC 27025

SECTION B: PRINCIPAL OFFICE INFORMATION

1. DESCRIPTION OF NATURE OF BUSINESS: Cold Creek Contracting inc

2. PRINCIPAL OFFICE PHONE NUMBER: (336) 549-1520

3. PRINCIPAL OFFICE EMAIL: Privacy Redaction

4. PRINCIPAL OFFICE STREET ADDRESS

5. PRINCIPAL OFFICE MAILING ADDRESS

104 W Hunter St

104 W Hunter St

Madison, NC, 27027, NC 27025

Madison, NC, 27027, NC 27025

6. Select one of the following if applicable. (Optional see instructions)

The company is a veteran-owned small business

The company is a service-disabled veteran-owned small business

SECTION C: OFFICERS (Enter additional officers in Section E.)

NAME: James Lemons

NAME: Lorrie Lemons

NAME: _____

TITLE: President

TITLE: Vice President

TITLE: _____

ADDRESS: _____

ADDRESS: _____

ADDRESS: _____

190 Lemontree Tr

190 Lemontree Tr

Stokesdale, NC 27357

Stokesdale, NC 27357

SECTION D: CERTIFICATION OF ANNUAL REPORT. Section D must be completed in its entirety by a person/business entity.

James Lemons

4/15/2025

SIGNATURE

DATE

Form must be signed by an officer listed under Section C of this form.

James Lemons

President

Print or Type Name of Officer

Print or Type Title of Officer

This Annual Report has been filed electronically.
MAIL TO: Secretary of State, Business Registration Division, Post Office Box 29525, Raleigh, NC 27626-0525



Unofficial Document

Unofficial Document

Filed
Rockingham County, NC
Benjamin J. Curtis, Register of Deeds
07/17/2025 12:39:04 PM
Fee Amt: \$26.00 NC Excise Tax: \$68.00
BRITTANY P. PRATT

NORTH CAROLINA GENERAL WARRANTY DEED

✓Excise Tax \$ 68.00 ✓ -Recording \$ 26.00 Recording Time, Book and Page

✓Mail after recording to Grantee ✓

This instrument was prepared by Kevin Berger, Attorney

Brief Description for the index

[Empty rectangular box for index description]

THIS DEED made the 16 day of July, 2025 by and between

Grantor

Grantee

KRISTOFER WAYNE CAYTON and wife,
TAURI CAYTON

COLD CREEK CONTRACTING, INC.

Mailing Address:
1369 Bald Hill Loop
Madison, NC 27025

Mailing Address: ✓
104 W Hunter St
Madison, NC 27025

The designation Grantor and Grantee as used herein shall include said parties, their heirs, successors, and assigns, and shall include singular, plural, masculine, feminine or neuter as required by context.

The below described property does () does not (x) include the primary residence of one or more of the Grantor(s).

WITNESSETH, that the Grantor, for a valuable consideration paid by the Grantee, the receipt of which is hereby acknowledged, has and by these presents does grant, bargain, sell and convey unto the Grantee in fee simple, all that certain lot or parcel of land situated in Rockingham County, North Carolina and more particularly described as follows:

See Attached Exhibit "A"

Owner Signature

Unofficial Document Unofficial Document

The property hereinabove described was acquired by Grantor by instrument recorded in Book _____ Page _____

A map showing the above described property is recorded in Plat Book _____, Page _____.

TO HAVE AND TO HOLD the aforesaid lot or parcel of land and privileges and appurtenances thereto belonging to the Grantee in fee simple.

And the Grantor covenants with the Grantee, that Grantor is seized of the premises in fee simple, has the right convey the same in fee simple, that title is marketable and free and clear of all encumbrances, and that Grantor will warrant and defend the title against the lawful claims of all persons whomsoever except for the exceptions hereinafter stated.

Title to the property hereinabove described is subject to the following exceptions:

- 1. Ad Valorem Taxes;
- 2. Easements of record;
- 3. Covenants and restrictions of record, if any; and

IN WITNESS WHEREOF, the Grantor has hereunto set her hand and seal, or if corporate, has caused this instrument to be signed in its corporate name by its duly authorized officers and its seal to be hereunto affixed by authority of its Board of Directors, the day and year first above written.

Kristofer Wayne Cayton (SEAL)
Kristofer Wayne Cayton

Tauri Cayton (SEAL)
Tauri Cayton

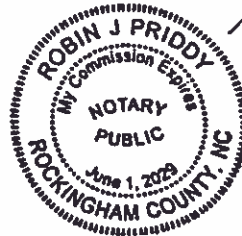
STATE OF NORTH CAROLINA
COUNTY OF ROCKINGHAM

I certify that the following person(s) personally appeared before me this day, and I have () examined satisfactory evidence of their identity or () have personal knowledge of identity and each acknowledged to me that he or she voluntarily signed the foregoing document for the purpose stated therein and in the capacity indicated: Kristofer Wayne Cayton and Tauri Cayton

WITNESS my hand and official seal or stamp, this the 16th day of July, 2025.

Robin J. Priddy
Notary Public

My Commission Expires: 6/1/2029



A. U.S. DEPARTMENT OF HOUSING & URBAN DEVELOPMENT SETTLEMENT STATEMENT	B. TYPE OF LOAN:				
	1. <input type="checkbox"/> FHA	2. <input type="checkbox"/> FmHA	3. <input type="checkbox"/> CONV. UNINS.	4. <input type="checkbox"/> VA	5. <input type="checkbox"/> CONV. INS.
	6. FILE NUMBER: 25-10744			7. LOAN NUMBER:	
	8. MORTGAGE INS CASE NUMBER:				

C. NOTE: *This form is furnished to give you a statement of actual settlement costs. Amounts paid to and by the settlement agent are shown. Items marked "POC" were paid outside the closing; they are shown here for informational purposes and are not included in the totals.*

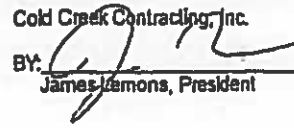
D. NAME AND ADDRESS OF BUYER: Cold Creek Contracting, Inc. 104 W Hunter St Madison, NC 27025	E. NAME AND ADDRESS OF SELLER: Kristofer Wayne Cayton 1369 Bald Hill Loop Madison, NC 27025	F. NAME AND ADDRESS OF LENDER: _____ _____ _____
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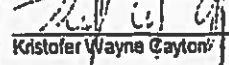
G. PROPERTY LOCATION: 0 Taft Street Mayodan, NC 27027 Rockingham County, North Carolina	H. SETTLEMENT AGENT: Berger Law Firm, PC PLACE OF SETTLEMENT 114 W. Murphy Street Madison, NC 27025	I. SETTLEMENT DATE: July 17, 2025
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J. SUMMARY OF BUYER'S TRANSACTION	
100. GROSS AMOUNT DUE FROM BUYER:	
101. Contract Sales Price	34,000.00
102. Personal Property	
103. Settlement Charges to Buyer (Line 1400)	677.36
104.	
105.	
<i>Adjustments For Items Paid By Seller in advance</i>	
106. City/Town Taxes	to
107. County Taxes	07/18/25 to 01/01/28 38.65
108. Assessments	to
109.	
110.	
111.	
112.	
120. GROSS AMOUNT DUE FROM BUYER	34,718.01
200. AMOUNTS PAID BY OR IN BEHALF OF BUYER:	
201. Deposit or earnest money	
202. Principal Amount of New Loan(s)	
203. Existing loan(s) taken subject to	
204.	
205.	
206.	
207.	
208.	
209. Due Diligence	250.00
<i>Adjustments For Items Unpaid By Seller</i>	
210. City/Town Taxes	to
211. County Taxes	to
212. Assessments	to
213.	
214.	
215.	
216.	
217.	
218.	
219.	
220. TOTAL PAID BY/FOR BUYER	250.00
300. CASH AT SETTLEMENT FROM/TO BUYER:	
301. Gross Amount Due From Buyer (Line 120)	34,716.01
302. Less Amount Paid By/Far Buyer (Line 220)	(250.00)
303. CASH (X FROM) (TO) BUYER	34,466.01

K. SUMMARY OF SELLER'S TRANSACTION	
400. GROSS AMOUNT DUE TO SELLER:	
401. Contract Sales Price	34,000.00
402. Personal Property	
403.	
404.	
405.	
<i>Adjustments For Items Paid By Seller in advance</i>	
406. City/Town Taxes	to
407. County Taxes	to
408. Assessments	to
409.	
410.	
411.	
412.	
420. GROSS AMOUNT DUE TO SELLER	34,000.00
500. REDUCTIONS IN AMOUNT DUE TO SELLER:	
501. Excess Deposit (See Instructions)	
502. Settlement Charges to Seller (Line 1400)	418.00
503. Existing loan(s) taken subject to	
504. Payoff of first Mortgage	
505. Payoff of second Mortgage	
506.	
507.	
508.	
509. Due Diligence	250.00
<i>Adjustments For Items Unpaid By Seller</i>	
510. City/Town Taxes	to
511. County Taxes	01/01/25 to 07/18/25 45.83
512. Assessments	to
513.	
514.	
515.	
516.	
517.	
518.	
519.	
520. TOTAL REDUCTION AMOUNT DUE SELLER	713.83
600. CASH AT SETTLEMENT TO/FROM SELLER:	
601. Gross Amount Due To Seller (Line 420)	34,000.00
602. Less Reductions Due Seller (Line 520)	(713.83)
603. CASH (X TO) (FROM) SELLER	33,286.17

The undersigned hereby acknowledge receipt of a completed copy of pages 1&2 of this statement & any attachments referred to herein.

Buyer Cold Creek Contracting, Inc.
 BY: 
 James Lemons, President

Seller 
 Kristofer Wayne Cayton