

**TOWN OF SILER CITY**

The Siler City Board of Commissioners met in Regular Session on **Tuesday, January 17, 2017** at 7:00pm in City Hall Courtroom with Mayor John Grimes presiding. Commissioner Haiges gave the invocation with the recitation of the Pledge of Allegiance following. Commissioner Price recited the Town of Siler City Mission Statement and Commissioner Siler recited the Town of Siler City Vision Statement.

**ELECTED TOWN OFFICIALS PRESENT:** Cindy Bray, Larry Cheek, Mike Constantino, John Grimes, Bill Haiges, Thomas "Chip" Price and Tony Siler.

**ELECTED TOWN OFFICIALS ABSENT:** Lewis Fadely

**TOWN STAFF PRESENT:** Town Manager Bryan Thompson, Town Attorney William Morgan, Planning Director Jack Meadows, Police Chief Gary Tyson, Human Resources Director Nancy Bullins, Parks and Recreation Maintenance Superintendent Greg Blevins, and Town Clerk Jenifer Everage.

**AGENDA ADJUSTMENTS/APPROVAL OF AGENDA**

***A motion to approve the agenda as presented was made by Commissioner Haiges, seconded by Mayor Pro Tem Cheek and unanimously approved.***

**PUBLIC HEARINGS**

Mayor Grimes opened the public hearing for the Town of Siler City proposes text amendments to §117 abandonment and discontinuance of nonconforming situations (mobile homes), §136 Definitions (food commissary, manufactured home park, open air market), §139 permissible uses and specific exclusions (use of a motor vehicle), §146 residential units allowed per building lot, §147 table of permissible uses (more than one dwelling unit per lot, sales and rental of goods, manufacturing, cottage industry, slaughterhouse, motor vehicle sales and repair, food commissary, post office, open air markets, horticulture sales, mobile vending unit sites, sale of ag products, special events), §151 temporary uses (mobile vending unit sites) at 7:03pm.

Meadows shared the following documents with the Board of Commissioners:

1. Draft ordinance amending Article 8, 10, & 11.
2. Final draft ordinance amending Article 8, 10, & 11.
3. Worksheet

Meadows shared the Compatibility with Existing Comprehensive Land Development Plan:

1. Modifying the development ordinances to be more user friendly where possible.
2. Develop a manufactured housing zoning district for manufactured housing parks with appropriate design standards.
3. Preserve the existing housing stock by vigorously enforcing the minimum housing code and providing financial assistance to rehabilitate and stabilize deteriorating housing. Prevent the conversion of residences to other land uses unless such conversion will assist in stabilizing the larger residential neighborhood or unless such conversion will preserve the unique quality or architectural significance of residences.
4. Continue to promote a variety of housing types to meet the demand of citizens from various economic levels.
5. Explore the conversion of vacant industrial property into an active "arts market" to provide marketing space and take advantage of a growing arts community.

6. Encourage through zoning requirements, planned general commercial development rather than small, individual lot development.
7. Encourage planned, mixed-use development instead of incremental, small lot development.
8. Single-family residential density is recommended to be at a density of between 2 and 4 units per acre in the general residential category.
9. Explore the development of a downtown civic center that would strengthen downtown by providing a central location to house meetings and community entertainment events.
10. Develop specific zoning standards for those properties abutting major highway corridors which would place more stringent controls on building setback and height, vehicular access, sign size and location, and buffering of parking and service areas.
11. Develop flexible zoning standards which accommodate the wide variety of land uses in the CBD which will assist in the adaptive reuse of buildings as well as insure quality development through landscaping, lighting, parking, and signage standards.
12. Improve the aesthetics of general commercial areas by adopting zoning regulations governing landscaping and buffering in parking and service areas.
13. Improve the appearance of commercial properties abutting major thoroughfares by providing landscaping to buffer parking lots and service areas and by controlling signs.
14. Support existing industry
15. Encourage water reuse and industrial recycling for new and existing industry.

Meadows shared the Planning Board Recommendations:

1. The amendment is consistent with the adopted LDP and any other officially adopted plan because the LDP recommends:
  - a. Modifying the development ordinances to be more user friendly where possible.
  - b. Develop a manufactured housing zoning district for manufactured housing parks with appropriate design standards.
  - c. Continue to promote a variety of housing types to meet the demand of citizens from various economic levels.
  - d. Single-family residential density is recommended to be at a density of between 2 and 4 units per acre in the general residential category.
2. Approve the amendment:
  - a. To correct manifest error with the zoning ordinance.
  - b. Because of changed or changing conditions in a particular neighborhood or community as a whole.

Jackie Adams, 1298 Plainfield Road, Siler City

Adams stated that she was here to support the proposed change in the §136 Definitions (food commissary, manufactured home park, open air market).

Mayor Grimes closed the public hearing at 7:47pm.

The Board of Commissioners discussed the proposed amendments, including §117 abandonment and discontinuance of nonconforming situations (mobile homes). The consensus of the Board of Commissioners was to remove §117 abandonment and discontinuance of nonconforming situations (mobile homes) from the proposed amendments and move forward with the other amendments.

***A motion that the text amendment for Town of Siler City UDO to, §136 Definitions (food commissary, manufactured home park, open air market), §139 permissible uses and specific exclusions (use of a motor vehicle), §146 residential units allowed per building lot, §147 table of permissible uses (more than one dwelling unit per lot, sales and rental of goods, manufacturing, cottage industry, slaughterhouse, motor vehicle sales and repair, food commissary, post office, open air markets, horticulture sales, mobile vending unit sites, sale of ag products, special events), §151 temporary uses (mobile vending unit sites) is consistent with the adopted Land Development Plan and any other officially adopted plan because it corrects errors and changes in neighborhoods was made by Commissioner Haiges, seconded by Mayor Pro Tem Cheek and unanimously approved.***

***A motion that the text amendment for Town of Siler City UDO to §136 Definitions (food commissary, manufactured home park, open air market), §139 permissible uses and specific exclusions (use of a motor vehicle), §146 residential units allowed per building lot, §147 table of permissible uses (more than one dwelling unit per lot, sales and rental of goods, manufacturing, cottage industry, slaughterhouse, motor vehicle sales and repair, food commissary, post office, open air markets, horticulture sales, mobile vending unit sites, sale of ag products, special events), §151 temporary uses (mobile vending unit sites) is reasonable and in the public interest because the changing conditions of the neighborhood and to promote and forward the purposes of the adopted Siler City Land Development Plan was made by Commissioner Haiges, seconded by Commissioner Price and unanimously approved.***

***A motion to approve the text amendment for Town of Siler City UDO to §136 Definitions (food commissary, manufactured home park, open air market), §139 permissible uses and specific exclusions (use of a motor vehicle), §146 residential units allowed per building lot, §147 table of permissible uses (more than one dwelling unit per lot, sales and rental of goods, manufacturing, cottage industry, slaughterhouse, motor vehicle sales and repair, food commissary, post office, open air markets, horticulture sales, mobile vending unit sites, sale of ag products, special events), §151 temporary uses (mobile vending unit sites) to correct manifest error with the ordinance, because of changed or changing conditions in a particular neighborhood or community as a whole, and to promote and forward the purposes of the adopted Siler City Land Development Plan and to promote the general health, safety and welfare of the citizens of Siler City was made by Mayor Pro Tem Cheek, seconded by Commissioner Haiges and unanimously approved.***

#### OLD BUSINESS

##### Conditional Use Rezoning Extension – Dogwood Ave

Meadows shared the following background with the Board of Commissioners:

On May 19, 2008, the Town Board of Commissioners granted a conditional use rezoning for a seven (7) lot duplex subdivision (attached). The owner has received a total of nine (9) years of extensions:

- Four (4) years (2008-2011) from the State of North Carolina;
- Two (2) years per the UDO; and
- Three (3) years from the Town Board.

Meadows shared a request for an extension on December 2, 2016. The most recent extension expiration date was December 31, 2016.

Meadows stated that the Board of Commissioners may grant successive extensions of up to twelve (12) months without resorting to the formal process and fees required for a new conditional use rezoning. However, the Town Board must conclude that:

- (i) the permit has not yet expired;
- (ii) the permit recipient has proceeded with due diligence and in good faith; and
- (iii) conditions have not changed so substantially as to warrant a new application.

Meadows stated that Staff recommends the following condition of extension:

1. The development must meet all current requirements of the Town's Unified Development Ordinance.

Meadows stated that If the Board of Commissioner grants this extension, and work is not continued, then the new expiration date shall be December 31, 2017.

***A motion to approve the a 12 month extension to expire on December 31, 2017 with conditions for Dogwood Avenue was made by Mayor Pro Tem Cheek, seconded by Commissioner Haiges and unanimously approved.***

#### Boling Lane Park – Loves Creek Watershed Stewards

Meadows stated that the goal of the Board of Commissioners has been to develop and promote an overall environment that advances the ability for the existing business community to thrive and expand and enhance the community's ability to attract new commercial and industrial investments. In part, this goal has been met with a number of initiatives spurred-on by the Board of Commissioners and Town Staff including, but not limited to: UDO review and revisions; Appearance Committee recommendations; consistent support to Chatham EDC; active grant advocacy for new and expanding local businesses; façade grants; expedited planning and zoning-related processes; multilevel partnership for CAM Site project; commitment to airport improvements; commissioning critical studies such as Downtown Master Plan and Pedestrian Master Plan; expressed interest with brownfield studies/evaluations; and investments in "quality of life" improvements such as the Loves Creek Greenway and Safe Routes to School projects.

Meadows stated that the Loves Creek Watershed Stewards offered presentations back in 2014 and 2015 on additional measures that can be taken to further increase the long-term viability for existing and future developments. A number of important development areas within the corporate limits of the Town endure continued stormwater and flood hazard issues. In addition to stormwater capacity shortages, water quality issues are compounded by underutilization of best management practices (BMPs) within the Loves Creek Watershed. Loves Creek is listed as federally impaired stream. This designation makes Siler City eligible for federal, state, and private grants to improve water quality of the stream. Community meetings have been held at least quarterly since 2014 to discuss the Loves Creek Watershed area and issues, grant funding and criteria, project ideas and prioritization. The Loves Creek Watershed Stewards have acquired \$440,000 is grant funds since 2014.

Meadows invited the representatives from the Loves Creek Watershed Stewards to offer a presentation that details current and proposed projects that can improve water quality, stormwater, watershed, and

flood hazard issues. By addressing these important issues the Town can improve future development/redevelopment capacity and capability, recreation opportunities, and aesthetics.

Karen Hall with NC State and the Loves Creek Watershed Stewards discussed the following stream restoration projects:

1. Boling Lane Park; and
2. Park Shopping Center.

The Board of Commissioners discussed both projects and the option to relocate the existing usable playground equipment to the former tennis court at Boling Lane and remove sweet gum trees. The Board of Commissioners stated they have no issue with the relocation of the playground equipment and the tree remove. The Board of Commissioners asked Staff to come back to the Board with the expense of the project.

#### Park Shopping Center – Loves Creek Watershed Stewards

Meadows shared information on the proposed Park Shopping Center stream restoration project.

The consensus of the Board of Commissioners was to send a letter of support to the Clean Water Management Trust Fund grant for the Park Shopping Center stream restoration project.

#### Aquatics Facility Fund Raising Update

Thompson stated that Staff has met with and received proposals from three vendors that provide professional fundraising services. Prior to the upcoming annual budget retreat, Staff plans to analyse each proposal, review alternative approaches beyond outsourced professional services, and present findings to the Board of Commissioners at the budget retreat. Staff's review and analysis will consider time constraints as the leading limiting factor and thus will serve as a primary constant in this process.

### **NEW BUSINESS**

#### S Birch Avenue – Install Handicap Parking Space

The Town Code of Ordinance states the following regarding parking space removal:

Sec. 15-61. - Designation of traffic zones, through streets, etc.; erection and installation of devices.

(a) The town manager shall have the power to designate, lay off and indicate, with the approval of the board of commissioners, by appropriate signs and markings: parking spaces and zones, no parking zones, limited parking zones, reserved parking zones, zones in which vehicles shall be parked at an angle to the curb, loading zones, safety zones, school zones, hospital zones, quiet zones, traffic zones other than the above, speed limits, truck routes, through streets, stop streets and intersections, yield-right-of-way intersections, one-way streets, streets to be laned for traffic, play streets, bus stops and taxicab stands. He shall also have the power to designate and indicate, with the approval of the board of commissioners, intersections at which traffic shall be controlled by traffic signals, intersections at which left turns and/or right turns and "U" turns shall be prohibited, and intersections at which markers, buttons or other indications shall be placed to indicate the course to be traveled by vehicles traversing or turning at such intersections.

(b) Whenever any designation is made in accord with this section, the town manager shall erect and install such signs, markings, lines, signals and other traffic-control devices as may be necessary to clearly indicate such designation and to put drivers of vehicles on notice of the restriction, limitation or prohibition resulting from such designation.

(c) All designations made in accordance with this section shall be clearly shown and indicated on the official traffic-control and regulation of parking signs, markings and other devices map on file in the office of the town manager.

Meadows stated that the properties at 131 S. Birch Ave. are being redeveloped. The owner of the property is requesting a handicap parking space in front of the buildings, and Meadows shared a map.

***A motion to approve the authorize the Town Manager to install a handicap parking space on South Birch Avenue was made by Mayor Pro Tem Cheek, seconded by Commissioner Haiges and unanimously approved.***

#### Wayfinding Sign Project

Meadows stated that the Board of Commissioners designated funds to purchase and install wayfinding signs during this fiscal year. The proposed signs will be the 11<sup>th</sup> and 12<sup>th</sup> wayfinding signs installed in Siler City. Town Staff met with the Siler City Development Organization Board of Directors (Zoann Adams (Vice President), Nita Dukes, Dr. Dykers, Diana Hales, Sara Lambert (Treasurer/Secretary), Shirille Lee, Jack Meadows (President), Travis Patterson, Chip Price, Todd Roper, & Kyle Touchstone) to determine the location and list of destinations for the new wayfinding signs.

Meadows shared the following documents with the Board of Commissioners:

1. Map of existing sign locations
2. Map of proposed sign locations
3. Map of proposed sign locations with details (2)
4. Sign detail from TRG
5. Contract from TRG (2)

Meadows stated that the proposed sign size (36"x48") is designed and based on the posted speed limit (less than 40 mph). The sign locations, destinations, and design have been reviewed and preliminarily approved by NCDOT staff from the Carthage and Asheboro offices.

***A motion to approve the listed destinations and sign location of the proposed wayfinding signs, authorizing staff to submit NCDOT right-of-way encroachment agreement for proposed wayfinding signs, and authorizing staff to contract with TRG Sign Company to build and install the proposed wayfinding signs for \$3,266.00 was made by Commissioner Price, seconded by Commissioner Siler and unanimously approved.***

#### Downtown Area I/I Evaluation Proposal

Thompson stated that the Town of Siler City was awarded a grant from the North Carolina Rural Economic Development Center approximately five years ago. Along with other tasks, this grant was intended to complete an asset inventory and conduct a hydraulic analysis. However, before this grant project was completed, this grant program was moved from the Rural Center to the NC Department of Commerce Rural Economic Development Division. Approximately \$22,000 is remaining available for the Town's use in this grant, and the Commerce Department has agreed to allow the Town to repurpose/redefine the utilization of this amount.

Thompson shared a proposal for professional services to conduct an Inflow and Infiltration (I/I) study in the Downtown Siler City area. This proposal calls for a partnership between McGill Associates and the

Town of Siler City to complete this project. Accordingly, the Town will provide more hands-on assistance through this project than what might be typical. Doing so goes a long way in keeping project costs as low as possible.

Thompson stated that Staff is seeking two separate actions for this item. The first action requested of the Board is to exempt the Town of Siler City, for the purposes of this project, from the Mini-Brooks act, due to the estimated professional fee being less than \$50,000, as modified by House Bill 857. The second action requested of the Board is to approve the Proposal for Professional Services: Downtown Area I/I Evaluation, Town of Siler City.

***A motion to exempt the Town of Siler City, for the purposes of this project, from the Mini-Brooks act, due to the estimated professional fee being less than \$50,000, as modified by House Bill 857 was made by Commissioner Haiges, seconded by Commissioner Price and unanimously approved.***

***A motion to approve the Proposal for Professional Services: Downtown Area I/I Evaluation, Town of Siler City with McGill Associates was made by Commissioner Haiges, seconded by Mayor Pro Tem Cheek and unanimously approved.***

#### Building Integrated Communities Request for Application

Thompson stated at the August 1, 2016 Board of Commissioners' meeting, the Board received a presentation from an organization named Building Integrated Communities (BIC), which operates through the University of North Carolina at Chapel Hill. Along with BIC staff, the Mayor of Sanford and the Sanford Planning Director were present to offer additional insight throughout this presentation.

Thompson stated that BIC offers a multi-year community planning process that helps local governments engage with local foreign-born and Hispanic residents to improve relationships, enhance communication, promote economic development, and facilitate newcomer's civic engagement and leadership within the local government. Gaining access to this program involves a competitive process, requiring an application to be completed and submitted by the local government and a local nonprofit organization.

Thompson stated at the conclusion of this presentation, the Board of Commissioners indicated to Staff that the Town may be interested in applying to be a BIC community participant.

Thompson stated since this presentation, Staff has communicated with the Hispanic Liaison, who will serve as the participating nonprofit through this program's process, and Chatham County Administration. Chatham County Administration has expressed tentative interest in being an active secondary partner through this process and may be available to devote some resources to assist in these efforts. Prior to fully committing, the County would like to work through the initial assessment portion of this project, which will provide them with a stronger understanding of what role would be best fitted for the County.

Thompson shared a copy of the 2016 BIC application, which contains additional information about the program and what assistance the BIC program offers.

Thompson stated that the application deadline for this program is January 26, 2016. Staff seeks direction from the Board of Commissioners for applying to this program.

The consensus of the Board of Commissioners was to move forward with the application to the 2016 Building Integrated Communities program.

#### DEPARTMENT REPORTS

The following department reports were shared with the Board of Commissioners: Building Inspection, Fire, Human Resources, Planning and Community Development, and Public Works.

#### MANAGERS REPORT

Thompson updated the Board of Commissioners on the following items:  
Budget retreat next Saturday

#### TOWN ATTORNEY INFORMATION

None

#### GOVERNING BODY COMMENTS

None

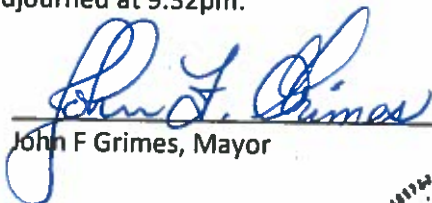
#### CLOSED SESSION

*A motion to go into § 143-318.11. (a) (4) Closed session. To discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body, including agreement on a tentative list of economic development incentives that may be offered by the public body in negotiations, or to discuss matters relating to military installation closure or realignment. Any action approving the signing of an economic development contract or commitment, or the action authorizing the payment of economic development expenditures, shall be taken in an open session and § 143-318.11. (a) (5) To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease; or (ii) the amount of compensation and other material terms of an employment contract or proposed employment contract was made by Commissioner Siler, seconded by Commissioner Constantino and unanimously approved at 9:07pm.*

*A motion to come out of closed session was made by Commissioner Haiges, seconded by Commissioner Siler and unanimously approved at 9:30 pm.*

#### ADJOURNMENT

With no further business the Board of Commissioners adjourned at 9:32pm.

  
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John F Grimes, Mayor

ATTEST:

  
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Jenifer J Everage, Town Clerk

