

TOWN OF SILER CITY

The Siler City Board of Commissioners met in Regular Session on **Monday, October 19, 2020** at 7:00pm in City Hall Courtroom with Mayor Pro Tem Bray presiding. Commissioner Siler gave the invocation with the recitation of the Pledge of Allegiance following. Commissioner Price recited the Town of Siler City Mission Statement and Mayor Pro Tem Bray recited the Town of Siler City Vision Statement.

ELECTED TOWN OFFICIALS PRESENT: Cindy Bray, Norma Boone, Thomas “Chip” Price, and Tony Siler, Zoom: Curtis Brown, Lewis Fadely and Bill Haiges

ELECTED TOWN OFFICIALS ABSENT: John Grimes

TOWN STAFF PRESENT: Town Manager Roy Lynch, Attorney William Morgan, Finance Director Tina Stroupe, Planning Director Jack Meadows, Public Works Director Chris McCorquodale, Police Chief Mike Wagner, and Town Clerk Jenifer Johnson, Zoom: Parks and Recreation Director Jack Clelland

AGENDA ADJUSTMENTS/APPROVAL OF AGENDA

A motion to approve the agenda as presented was made by Commissioner Haiges, seconded by Commissioner Siler and unanimously approved.

CONSENT

A motion to approve the consent agenda which includes the October 5, 2020 Minutes (Incorporation by reference as if fully set forth herein Schedule A), USDA Bond Counsel Engagement Letter and Resolution – WWTP Project (Incorporation by reference as if fully set forth herein Schedule B) was made by Commissioner Siler, seconded by Commissioner Price and unanimously approved.

PUBLIC COMMENT

none

PUBLIC HEARING

Town of Siler City proposes text amendments to §171 Accessory Building Setback Requirements (detached unenclosed carport), §196 Entrance to Streets (traffic impact analysis), §282 Required Widths of Parking Area Aisles and Driveways (traffic impact analysis), §284 Vehicle Accommodation Area Surfaces (pervious gravel or grass surfaces), Appendix B (Specifications on Driveway Entrances), Appendix D (Vehicle Accommodation Area Surfaces), and Appendix L (Traffic Impact Analysis) of the UDO.

- i. Part 1 – Detached Unenclosed Carport Setback Requirement
- ii. Part 2 - Traffic Impact Analysis and Pervious Gravel or Grass Surfaces

Mayor Pro Tem Bray opened the public hearing for the proposed text amendments to §171 Accessory Building Setback Requirements (detached unenclosed carport), §196 Entrance to Streets (traffic impact analysis), §282 Required Widths of Parking Area Aisles and Driveways (traffic impact analysis), §284 Vehicle Accommodation Area Surfaces (pervious gravel or grass surfaces), Appendix B (Specifications on Driveway Entrances), Appendix D (Vehicle Accommodation Area Surfaces), and Appendix L (Traffic Impact Analysis) of the UDO: Part 1 – Detached Unenclosed Carport Setback Requirement Schedule C (separate packet - green) and Part 2 - Traffic Impact Analysis and Pervious Gravel or Grass Surfaces Schedule D (separate packet - pink) at 7:06pm.

Part 1 – Detached Unenclosed Carport Setback Requirement Schedule C (separate packet - green)

Meadows stated that the proposed text amendments to §171 Accessory Building Setback Requirements (detached unenclosed carport) of the UDO. (Incorporation by reference as if fully set forth herein Schedule C)

Meadows shared the following documents:

1. draft ordinance amending Article 12
2. final ordinance amending Article 12
3. email from Chatham County Building Inspections Department
4. aerial photo of W. Cardinal St.
5. photos of 302, 305, 306, and 309 W. Cardinal St.
6. worksheet

Meadows stated that the item was first discussed with Town staff during a conversation with Jimmy Rickman (owner of 302 W. Cardinal St.). Town staff shared the item with the Planning Board, and the Planning Board initiated the proposed amendment at the September 2020 meeting.

Meadows shared the compatibility with the existing comprehensive Land Development Plan:

1. Amend ordinances as needed to accommodate uses or situations that arise and are not clearly covered by existing ordinances.
2. Amend ordinances as needed to address changes in physical, social, or environmental circumstances that make existing regulations unnecessary, outdated, or obsolete.
3. Modify the development ordinances to be more user-friendly where possible.

Meadows shared the Planning Board recommendations from the October 12, 2020 meeting:

The amendments are approved and consistent with the adopted LDP and any other officially adopted plan because the LDP recommends:

1. Amend ordinances as needed to accommodate uses or situations that arise and are not clearly covered by existing ordinances.
2. Amend ordinances as needed to address changes in physical, social, or environmental circumstances that make existing regulations unnecessary, outdated, or obsolete.
3. Modify the development ordinances to be more user-friendly where possible.

Part 2 - Traffic Impact Analysis and Pervious Gravel or Grass Surfaces Schedule D (separate packet - pink)

Meadows shared the proposed text amendments to §196 Entrance to Streets (traffic impact analysis), §282 Required Widths of Parking Area Aisles and Driveways (traffic impact analysis), §284 Vehicle Accommodation Area Surfaces (pervious gravel or grass surfaces), Appendix B (Specifications on Driveway Entrances), Appendix D (Vehicle Accommodation Area Surfaces), and Appendix L (Traffic Impact Analysis) of the UDO. (Incorporation by reference as if fully set forth herein Schedule D)

Meadows shared the following documents:

1. TIA information spreadsheets
2. draft ordinance amending Article 14 & 18 and Appendix B, D, & L
3. final ordinance amending Article 14 & 18 and Appendix B, D, & L
4. Excerpts from NCDOT Policy of Street and Driveway Access
5. Details on pervious gravel or grass surfaces
6. Excerpts from NCDEQ Stormwater Design Manual

7. worksheet

Meadows stated that the amendments related to traffic impact analysis (TIA) were first discussed during Town Board meetings regarding E. 3rd St. closing petition and the affordable housing project on Campus Dr. Town staff gathered TIA polices from other communities and shared it with the Planning Board.

Meadows stated that the amendments related to pervious gravel or grass surfaces were first discussed with Town staff during pre-development conversations for the Deep River Missionary Baptist Association facility on Stockyard Rd. The development team designing the facility shared information with Town staff, which was then shared with the Planning Board.

Meadows stated that the Planning Board initiated the proposed amendments at the September 2020 meeting.

Meadows shared the compatibility with the existing comprehensive Land Development Plan:

1. Amend ordinances as needed to accommodate uses or situations that arise and are not clearly covered by existing ordinances.
2. Amend ordinances as needed to address changes in physical, social, or environmental circumstances that make existing regulations unnecessary, outdated, or obsolete.
3. Modify the development ordinances to be more user-friendly where possible.

Meadows shared the Planning Board recommendations from the October 12, 2020:

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2. Amend ordinances as needed to address changes in physical, social, or environmental circumstances that make existing regulations unnecessary, outdated, or obsolete.
3. Modify the development ordinances to be more user-friendly where possible.

Mayor Pro Tem Bray closed the public hearing at 7:44pm and stated that since some board members are on zoom the proposed text amendment could not be voted on until after a 24-hour waiting period and they would be added to the next agenda.

OLD BUSINESS

none

NEW BUSINESS

Transportation Engineering Service

(Incorporation by reference as if fully set forth herein Schedule E)

Meadow stated if the Town Board adopts the proposed amendments to Article 14 and 18 and Appendix L, then Town staff ask that the Town Board consider the attached Letter of Agreement with Timmons Group and the following amendment to the Town's Fee Schedule for Planning:

Development Plan Review – Traffic/Transportation Engineer Review	Review fee will be based on the Engineer's Basic Fee Schedule at the time of submittal. The amount shall be paid by the developer prior to beginning the engineering review and will follow the provided Engineering Fee Schedule. If additional fees are required in excess of the fee amount paid (for items such as multiple reviews), the Town will contact the developer and request an additional fee prior to continuing with the engineering review.
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Mayor Pro Tem Bray stated that this item would be added to the next agenda.

Board of Commissioners Meeting Schedule

(Incorporation by reference as if fully set forth herein Schedule F)

Lynch stated that recently the Board of Commissioners have shown an interest in changing the meeting time of the regular meetings.

Lynch stated that the North Carolina General Statute §160A-71 requires that Cities and Towns Board of Commissioners shall fix the time and place for its regular meetings.

Lynch stated that currently the Town of Siler City Code of Ordinance Chapter 2, ARTICLE II. BOARD OF COMMISSIONERS, DIVISION 1 GENERALLY, Section 2-36 sets the time at 7:00pm on the first and third Mondays.

Lynch stated if the Board of Commissioners would like to pursue the change, a public hearing can be held, or the Board of Commissioners can simply approve the amendment to the Code of Ordinance approved by resolution.

A motion to approve the Ordinance Amending Chapter 2, Article II. Board of Commissioners, Division 1. Generally, Section 2-36 of the Code of Ordinance was made by Commissioner Siler, seconded by Commissioner Boone and unanimously approved.

MANAGER'S REPORT

Lynch shared the following with the Board of Commissioners:

Third Street Potential Closure Impact Study – Economic Development Corporation is working on report Cares Act Funds Update

TOWN ATTORNEY INFORMATION

none

GOVERNING BODY COMMENTS

none

CLOSED SESSION

A motion to go into Closed Session § 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 at 8:00pm was made by Commissioner Fadely, seconded by Commissioner Haiges and unanimously approved.

A motion to come out of closed session at 8:24pm was made by Commissioner Brown, seconded by Commissioner Fadely and unanimously approved.

ADJOURNMENT

With no further business the Board of Commissioners adjourned at 8:30pm.


Cindy B. Bray, Mayor Pro Tempore

ATTEST:


Jenifer K. Johnson, Town Clerk

