

Minutes
Work Session
Aberdeen Town Board

September 30, 2010
Thursday, 5:30 p.m.

Robert N. Page Municipal Building
Aberdeen, North Carolina

The Aberdeen Town Board met on Thursday, September 30, 2010 at 5:30 p.m. for their regular Work Session. Members present were Mayor Elizabeth B. Mofield and Commissioners Pat Ann McMurray, Jim Thomas, Alan Parker, and Walter Wright. Mayor Pro-tem Robbie Farrell was not in attendance for the meeting. Staff members in attendance were Town Manager Bill Zell, Town Clerk Regina Rosy, and Planning Director Kathy Liles. Others in attendance were Chris Wentland and Tim Marcham.

Mayor Mofield called the Work Session to order.

1. Application RZ#10-02 to rezone twenty-one (21) contiguous properties within the Midway Community from R-20 Residential District to R-10 Residential District.

Planning Director Liles stated this item will be held for public hearing on October 11, 2010. Planning Director Liles stated this item had to be pulled from the last Board Meeting because proper notification had not taken place. Agenda Item as Public Hearing for 10/11/10.

2. Annexation Agreement with the Town of Southern Pines.

Planning Director Liles stated the old annexation agreement with the Town of Southern Pines is about to expire. Planning Director Liles pointed out some areas that will be different with this new annexation agreement. Commissioner Parker requested an expanded version of the map to include the area near Collinswood Drive that the Town of Southern Pines may annex with this new annexation agreement. Commissioner Parker stated this annexation agreement seems like a win-win for both parties involved. Mayor Mofield stated she would like to see the expanded map as soon as it is available. Agenda Item as Public Hearing for 11/8/10.

3. Town of Pinebluff's Consideration to Expand ETJ area.

Manager Zell stated this is just notification that the Town of Pinebluff has once again tried to expand their ETJ area. Commissioner Parker wanted to know what information will be talked about during the County meeting that has been scheduled to discuss the Town of Pinebluff's consideration to expand their ETJ area. Manager Zell stated County Commissioner Jimmy Melton has stated this issue will need to be worked out between the Town of Aberdeen and the Town of Pinebluff, rather than the County getting involved at this point.

Mayor Mofield explained to the Board members how annexation agreements work. Mayor Mofield stated if issues can not be resolved, then the County has the authority to equally disburse areas for expansion of ETJ.

Manager Zell stated the Town has not heard back from Town of Pinebluff Mayor Earlene McLamb at this point, but a letter was sent to her on September 21, 2010 expressing a desire to meet about Pinebluff's intent to expand its ETJ. Manager Zell stated he will keep the Board updated on how this issue develops.

4. Green Growth Toolbox.

Planning Director Liles explained the purpose of the Green Growth Toolbox. Planning Director Liles stated she felt it would be good for the Board to receive this training and have some hands on experience with this project, if the Board is willing to schedule a special called meeting. Commissioner Thomas asked for more clarification on what this meeting would involve. Planning Director Liles explained what the training would consist of and she also stated the meeting would be held at the Aberdeen Recreation Station. Planning Director Liles stated if changes are made to the land development plan and even as we adopt the UDO, it would be nice for the Board to have this training.

The Board agreed to schedule either Monday, Oct. 18th or Tuesday, Oct. 19th to receive training on the Green Growth Toolbox. Commissioner McMurray stated she will confirm her schedule and let staff know which of those dates are best for her schedule and then the meeting will be scheduled.

5. Sterling Transport Administrative Modification of Site Plan.

Planning Director Liles stated the request is for approval of a truck scale and 64 square feet building to house equipment such as a computer and printer for the scale. Materials to be loaded/offloaded are non-hazardous, and the property is zoned Heavy Industrial. Railroad freight yards, terminals and classification yards are permitted uses within the district, and the applicant has a lease agreement with the railroad. Planning Director Liles showed the tax map, which she explained the property lines shown are not exactly accurate. Planning Director Liles stated Surveyor Chris Wentland has prepared a proposed site plan and is available for any questions from the Board. Mr. Wentland explained the route of traffic that will be used for the trucks. Commissioner Thomas asked if the property would be paved. Mr. Wentland stated it will not be paved. Planning Director Liles stated the question is if the Board is willing to use an expedited process for this site plan approval and allow staff to approve administratively. Planning Director Liles stated the issue is if the Board is willing to delegate this decision to staff or else it will go to the Planning Board for review. Planning Director Liles stated

staff is requesting Administrative Site Plan approval of the Sterling Site Plan subject to the following:

- No change shall be made that is inconsistent with the plan submitted.
- Truck access is restricted to the east to ensure that the trucks will not get stuck on the railroad tracks and to ensure proper traffic movements onto and out of the property. Appropriate directional signage shall be provided on site to ensure proper truck movements.
- Trucks may not back up onto Maple Avenue. The submitted site plan indicates that there is sufficient space for turn-around on site.

Commissioner Wright stated he thought staff approval would be fine. Commissioner Parker stated he does not like this situation because the applicant did not follow the permitting rules of the Town of Aberdeen and installed the scale and weigh house without permits. Commissioner McMurray stated the corner at Dog Nation Grill is not wide enough for all of these trucks to be coming through. Mayor Mofield asked if we could determine what the traffic route will be, with trucks taking Hwy. 211 to Pine Street, then go straight and make only one additional turn. Commissioner Wright thought that route would be dangerous while crossing South Street.

A motion was made by Commissioner Thomas, seconded by Commissioner Wright, to allow the Planning Director to make an administrative modification of the site plan approval for Sterling Transport and request that she discuss alternate routing for the trucks. Motion unanimously carried.

6. UDO Maps.

Planning Director Liles stated when last left off in discussion, the next step in the UDO process was to begin work on the UDO maps and bring back to the Board with changed zoning districts. Planning Director Liles stated all of the residential changes have been made with R-10MH changed to R10-10, R-6 converted to R6-10, R-20 will now be R20-16 and several other changes.

Planning Director Liles stated her suggestion is to take the Powell's Pond area to RA zoning because of the purpose of the property. Planning Director Liles stated the area between Collinswood and Indiana could possibly be commercial, and the Board agreed with changing that area to Highway Commercial. Planning Director Liles stated the Midway area was left alone due to the active zoning case. Planning Director Liles stated the R-16 district on Magnolia was changed to R20-16. Planning Director Liles stated those are the main changes that were made to the UDO map.

Planning Director Liles stated the next thing to discuss is what to do with R18-14 – which is the new district that would require homes to be a minimum of 1400 square feet, which this type of zoning does not currently exist on the map. Planning Director Liles stated she went back to the tax office, and plotted out for developed lots in 2009 to show where transitions might be, in order to get a better idea of where the R18-14 zoning might should be placed on the map.

Planning Director Liles pointed out areas in blue which are between 1400 and 1600 square feet. Planning Director Liles explained the importance of having zoning districts that allow for affordable housing in Aberdeen to avoid future litigation. Planning Director Liles stated the UDO maps need more work, and they are in draft form. Mayor Mofield asked if there are numerous houses that meet the affordable housing standard, why does Aberdeen need to add more areas of zoning for affordable housing? Planning Director Liles stated she doesn't think 1400 square feet is a tiny size home. Planning Director Liles discussed the rationale about maintaining areas for new affordable housing to accommodate future growth.

At the recommendation of the Board, Planning Director Liles stated she will bring back an updated map to the Board at the next work session.

7. Appointment to the Historic Preservation Commission / CLG Status.

Planning Director Liles stated that Kam Hurst was appointed as an alternate, and what she needs is Board approval to move her from alternate status to permanent status.

A motion was made by Commissioner Parker, seconded by Commissioner McMurray, to convert the status from alternate to permanent status on the Historic Preservation Commission for Kam Hurst. Motion unanimously carried.

Planning Director Liles stated the Town submitted an application in 2007 for Certified Local Government Status. The advantage to the Town to seek this status would be the Town can seek additional federal and state funding. Planning Director Liles stated the Town's application was just reviewed and some tweaks need to be made to the bylaws and code. Planning Director Liles stated this item will be brought back to a future Work Session to make modifications necessary to receive the designation.

8. Appointments to the Appearance & Beautification Commission.

Planning Director Liles explained the situation with the Appearance and Beautification Commission and the vacancies that exist. She stated there are two positions that are vacant, one is for Ashley Baker, whose term expired in 2009. Planning Director Liles stated the other vacancy is for Carolyn Warlick, whose status changed

because she moved outside of the Town limits. Planning Director Liles stated there are four applicants interested in these two vacancies and those interested applicants are Martha Swaringen, Ashley Baker, Edelweiss Lockey, and Dene Moon. Planning Director Liles stated Edelweiss Lockey has been attending the Appearance and Beautification Commission meetings for quite some time. A motion was made by Commissioner McMurray, seconded by Commissioner Parker, to appoint Edelweiss Lockey and Dene Moon to the Appearance and Beautification Commission with Edelweiss Lockey's term expiration as 2/12/2011 and Dene Moon's term expiration as 1/20/2012. Motion unanimously carried.

9. Surety for Devonshire Subdivision, Phase I.

Planning Director Liles stated Murray Williamson is requesting approval to post a Certificate of Deposit in the amount of \$37,600 for infrastructure improvements for Phase I of the Devonshire Subdivision. Planning Director Liles stated the estimated cost of the balance of construction is \$30,080, so the guarantee must be in the amount of \$37,600. Planning Director Liles stated construction is underway for the remaining infrastructure and the estimated completion date is the middle of October.

Planning Director Liles stated the applicant wishes to install sidewalks in a manner consistent with the Bonnie Brook Subdivision, which means sidewalks would be installed as homes are built. Planning Director Liles stated the applicant has indicated that he would prefer not to post surety for the sidewalks at this time, but would either complete the sidewalks or post surety before requesting final plat approval of Phase II.

The Board stated the sidewalks will need to be bonded out for this project as well. The Board also wished to confirm that the applicant is installing valley curb and gutter. Planning Director Liles indicated she would bring back the curb and gutter design during the next meeting. Agenda Item as New Business.

10. Requests for NC Department of Transportation.

Manager Zell stated these requests came out of a meeting between the Town of Aberdeen and NCDOT and the requests are:

- Johnson Street from US 1 to Hwy. 15-501
- Stop light at either John McQueen Road or Sun Road
- Median strip on US 1 from Hwy. 15-501 south to Saunders Blvd. at the Kangaroo Station

The Board felt the stoplights needed to be tweaked at Johnson Street and that might resolve the issue. Commissioner McMurray stated the Town of Aberdeen needs an over the road stop light coming out of Forest Hills West.

Manager Zell stated he will write NCDOT and have them evaluate the sequence of the traffic lights at Johnson Street. Manager Zell stated we will wait for results from the study at Sun Road and McQueen Road to see if we can get a stoplight.

Planning Director Liles suggested having two commissioners represent the Town at the TARPO meetings. Commissioner McMurray agreed to serve. Commissioner Wright stated he will coordinate with Mayor Pro-tem Farrell so that one of them will be at each meeting too.

11. Resolution Adopting a Code of Ethics for the Board of Commissioners of the Town of Aberdeen.

Manager Zell suggested the Board discuss the optional items tonight and then vote on this item at the next Board Meeting.

The Board decided to leave out Section 5 titled Stay Informed. The Board decided to leave in Optional Section 10 and make vote of censure only by a three-fourths majority vote. Agenda Item as New Business.

12. Other Business.

- a. Chamber of Commerce Event: State of the Federal Government.

Commissioners McMurray and Wright stated they will attend. Manager Zell directed Town Clerk Regina Rosy to go ahead and register himself and Mayor Pro-tem Farrell too.

- b. Chamber of Commerce Event: Community & Military Series.

Commissioners McMurray and Wright stated they will attend. Manager Zell directed Town Clerk Regina Rosy to go ahead and register himself and Mayor Pro-tem Farrell too.

- c. Manager Zell stated this past Monday he, Rickie, Walter and Robbie met about the Wagram project at the Recreation Station. Manager Zell stated the Chief Agency will be Scotland County. Further information will be received by the middle of October about the 12 firms that have been selected to study the feasibility. Consensus of the group will decide which engineering firm will do the study. Commissioner Wright stated the total study cost will be about \$78,000 and Aberdeen's portion of that will be about \$3,000.

- d. Manager Zell stated at Bonsal Way the Town previously received an infrastructure grant from DCA to be used for the road, water and sewer. Then Habitat for Humanity built seven houses in the area. Manager Zell stated he is wondering if the Board would be interested in applying for a similar grant to be used for a project in the Midway Gardens area. Manager Zell stated all he would have to do at this point is contact DCA and let them know that this project is ready to go and Aberdeen is very interested. Manager Zell asked the Board if they would be interested in moving forward with this project. Commissioner Wright asked what the Town would have to pay with this type of grant. Manager Zell stated the Town would not have to pay anything for this project. The Board was in agreement to allow Manager Zell to pursue this opportunity.
- e. Manager Zell showed the book to the Board that all the kids at Aberdeen Primary receive from the Town of Aberdeen which is titled “Little People’s Guide to Big World.”
- f. Manager Zell stated Linda Parson’s father passed away this morning. Commissioner Wright suggested the Town send flowers.
- g. Commissioner Wright asked about the Farmer’s Market. Planning Director Liles stated the Farmer’s Market is done for this year and will begin again in the spring.
- h. Mayor Mofield stated she has some brochures to hand out to Town employees to see if they would be interested in volunteering to be a mentor at Aberdeen Primary and Aberdeen Elementary. Mayor Mofield stated Southern Pines Lutheran Church has done a lot of improvement work at Aberdeen Primary School, and she thinks a thank you note should be sent to them.
- i. Commissioner Wright passed out a picture showing a railway baggage cart that was purchased by the Town in 1995 for \$150. Commissioner Wright stated he was been asking Public Works Director Rickie Monroe to locate this baggage cart for quite a while, and he finally heard from Rickie that the cart has been repaired and is sitting at the Railroad Station inside The Depot in the middle room. Commissioner Wright suggested putting the cart outside so the public can see it. Mayor Mofield stated she was concerned someone may steal the cart if it is outside. Commissioner Wright stated the problem is that citizens will not see the cart unless it is outside on display.
- j. Mayor Mofield stated the Pinecrest High School digital media class worked on possible banners for the Bon Accord newsletter. Mayor Mofield asked each Commissioner to review the possible designs and mark the two selections they like best.

k. Commissioner Wright wanted to know if something could be done to keep old cars brush out of people's yard. Commissioner Wright stated he would like to see residents keeping their yards clean and shrubs cut. Planning Director Liles stated there is a 24" maximum height for grass. Planning Director Liles stated she will investigate tightening up the standards a little bit.

13. Adjournment.

With no further items for discussion or review, a motion was made by Commissioner Wright, seconded by Commissioner Parker to adjourn the Work Session. Motion unanimously carried.

Regina M. Rosy, Town Clerk

Minutes were completed in
Draft form on October 3, 2010

Elizabeth B. Mofield, Mayor

Minutes were adopted
October 11, 2010