

**MINUTES
WORK SESSION
SEPTEMBER 1, 2005**

The Aberdeen Board of Commissioners met Thursday, September 1, 2005 at 5:30 p.m. for their regular Work Session. Members present were Mayor Elizabeth Mofield and Commissioners Pat Ann McMurray, Robbie Farrell, Arthur Parker, Donna Shannon and Terry Marquez. Others in attendance were Town Manager Bill Zell, Planning Director Giles Hopkins, Town Clerk Nancy Matthews, and Reporter from the Pilot, Matthew Moriarity. Also in attendance were several members of the Parks & Recreation Advisory Committee.

Mayor Mofield called the Work Session to order. She stated the first item was a discussion pertaining to the Aberdeen Lake Park facilities.

1. Oakley Associates/Susan Hatchell – Discussion on proposed Lake Park Building and facilities.

Mayor Mofield stated this item would be moved for discussion to the end of the Work Session.

2. Public Hearings to be scheduled for the September 12th Board meeting:

a. Application for Conditional Use Permit CU#05-07 submitted by Royal/Longstreet, LLC for multi-family dwelling condos to be located on the east side of Saunders Boulevard directly across from Bronwyn Street.

(1) Application for Site Plan Review SP#05-10 submitted by Royal/Longstreet, LLC for multi-family dwelling condos to be located on the east side of Saunders Boulevard directly across from Bronwyn Street.

Planning Director Giles Hopkins stated this property is currently vacant and contains approximately 2.39 acres. He stated the applicant is requesting to be allowed to locate 11 condo units on this property. He stated the R-6 Residential District multi-family dwellings are allowed as a conditional use. He also stated the site plan meets all of the site plan requirements.

Mr. Hopkins stated this item has been scheduled for a Public Hearing on September 12th and will then go to the Planning Board for their review and recommendations to the Town Board. **Agenda item as Public Hearing.**

- b. **Application for Conditional Use Permit CU#05-08 submitted by Clift Commercial, LLC for a Residential Planned Development to be located on the east side of Saunders Boulevard and known as Lighthouse Trace.**

(1) **Application for Site Plan Review SP#05-13 submitted by Clift Commercial, LLC for a Residential Planned Development to be located on the east side of Saunders Boulevard and known as Lighthouse Trace.**

Planning Director Hopkins stated this property is currently vacant and contains approximately 9.9 acres. He stated the Conditional Use Permit CU#04-06 was previously granted in August, 2004 to the owner at that time. He stated that since that time, the permit has expired and the property has changed hands. He stated the new applicant is requesting approval of an additional conditional use permit to develop the property in question with 48 town-home units. He also stated the site plan meets all the site plan requirements with the exception of a storm water management plan approved by the State of North Carolina, which will be obtained following conditional use approval, but prior to the issuance of any building permits.

Mr. Hopkins stated after the Public Hearing, this item will go to the Planning Board for their review and recommendations to the Town Board. **Agenda item as Public Hearing.**

- c. **Application for Conditional Use Permit CU#05-09 submitted by Davidson and Jones Residential, LLC for a Residential Planned Development to be located in the Phase V of Glen Laurel Subdivision.**

Planning Director Hopkins stated this property is currently vacant and contains approximately 14.67 acres. He stated this phase was originally proposed to be developed with 33 duplex buildings. He stated the current application is for a residential planned

development containing 60 single-family residences in a patio-home type community. He also stated this project does not require a site plan because the residences are all single family.

Mr. Hopkins then stated because this is an application for a conditional use permit, the Board can request additional information from the applicant in order to make a more informed decision, such as elevation, landscaping, etc. He stated a Public Hearing has been scheduled for September 12th and then the item will go to the Planning Board for their review and recommendations to the Town Board. **Agenda item as Public Hearing.**

- d. **Housing Development Grant Application to the North Carolina Department of Commerce's Division of Community Assistance for the development of new homes for low to moderate income homebuyers by Moore County Habitat for Humanity on the land located on Keyser Street between Hatley Avenue and Blyther Street.**

Manager Zell informed the Board this is the 2nd of two Public Hearings required in order to submit this grant application. He stated the Public Hearing is to gather public comments regarding the preparation and submission by the Town for this grant. He stated the entire project is expected to cost \$750,000.00 but Aberdeen is only seeking \$90,000.00 to assist Habitat with the infrastructure costs related to the development of the first 5 homes. **Agenda item as Public Hearing.**

- e. **Town of Aberdeen Sewer System Improvements Grant through the Division of Community Assistance for proposed Midway Sewer Project.**

Manager Zell stated this is the infrastructure grant that just came up. He stated the Public Hearing has to be held before application can be submitted. He stated due to the urgency of holding the Public Hearing, it will be held on Tuesday, September 6th at 7:00 p.m. to satisfy the grant requirement. He stated he will contact the State on Wednesday as the deadline is that Friday. **Agenda item as Public Hearing.**

- 3. Application for Conditional Use Permit CU#05-05 submitted by Mary Elaine Smith for a home occupation to be located within her residence at 124 Joseph Road.**

Planning Director Hopkins stated this is a request for a beauty shop in Mrs. Smith's home. He stated the Planning Board has reviewed and recommends to the Town Board to approve this conditional use permit request. Agenda item as New Business.

- 4. Application for Rezoning RZ#05-06 submitted by Bill Seymour to rezone property located to the west and north of Aberdeen Commons from HC Highway Commercial District and R-20 Residential District to GC General Commercial District.**

The Board had some concerns pertaining to the entrance off Johnson Street and the lots on each side of the entrance. Mr. Hopkins is to contact Mr. Seymour and discuss some of the concerns which he will then notify the Board. Information will be received by the Board on September 6th to help clarify this issue.

- 5. Application for Site Plan Review SP#05-11 submitted by Frank McNeill for a propane tank to be located at 32265 US 1 Highway, better known as McNeill Oil Company.**

Planning Director Hopkins stated Mr. McNeill would like to locate a 30,000 gallon propane tank on his property. He stated as the Zoning Code is currently written, this site plan meets all of the Town's applicable codes. He stated the Planning Board has reviewed and makes a recommendation to the Town Board to approve this request.

Mr. Hopkins then asked the Board's approval for the Planning staff to review and to approve this site plan as it is a permitted use and does not require landscaping. The consensus of the Board was to authorize the Planning staff to handle this issue.

6. Application for Site Plan Review SP#05-12 submitted by John Wright for an office building to be located on the west side of Shepherd Trail in the C-I Commercial and Industrial Light District.

Planning Director Hopkins stated Mr. Wright is proposing to locate Copy Wright Print Center on Lot 21 in the Central Business Park Subdivision located on Shepherd Trail off of NC 5 Highway. He stated printers are allowed as a permitted use in the C-I Commercial and Industrial Light District. He stated the Planning Board has reviewed and makes a recommendation to the Town Board to approve this site plan review request.

Agenda item as New Business.

7. General Provisions Amendment GP#05-02 regarding Planning Board term limitations.

Planning Director Hopkins stated currently the Town's Code of Ordinances on the Planning Board allows a Planning Board member to serve successive terms without limitation. He stated after contacting other municipalities in the area, he learned that they allow no more than two successive three-year terms. He stated the proposed amendment would limit the number of terms a Planning Board member could serve to two successive three-year terms.

Mr. Hopkins stated the Planning Board has reviewed and recommends approval by the Town Board. **Agenda item as Consent.**

8. Resolution and Municipal Agreements for the inspection of bridges on the municipal street system.

Manager Zell informed the Board this Resolution and Municipal Agreements guarantees the inspection and safety of the Town bridges. **Agenda item as Consent.**

9. Preliminary information for annexation.

Manager Zell stated these are the areas the Board had considered during the Spring Retreat. He stated these dollar amounts are based on last years figures. He reviewed with the Board the revenues to be generated for the General Fund and the debt service out of the Water/Sewer Fund.

After some discussion, item tabled for further review at the September 29th Work Session.

10. Other Business

- a. Mr. Hopkins stated he had received an application for site plan review for a temporary trailer to be situated behind an existing building located at 322 Fields Avenue, Aberdeen. He asked the Board's approval for the Planning staff to review and approve this site plan review. He stated he would get, in writing, that the developer will have two years to complete construction then trailer must be removed from property. The Board gave approval for the Planning staff to handle this issue.
- b. Mr. Hopkins stated he had a resolution pertaining to Disaster Mitigation. He then stated the code of federal regulations and NC General Statutes require the development of a Hazard Mitigation Plan which the Board needs to approve at the September 12th Board meeting. He stated if the Board does not approve and the Town is hit with a catastrophic event, then FEMA will not pay for the destruction.
- c. Mr. Hopkins stated that he and Police Chief Mike Connor reviewed all the streets within the Town pertaining to speed. He stated there were 6 or 8 streets for consideration to reduce the speed limit. He stated he would have this information for the September 12th Board meeting for their consideration. **Agenda item as New Business.**
- d. Mr. Hopkins informed the Board of the Community Drop-In Session on Tuesday, September 27th from 5:00 p.m. to 7:00 p.m. at the Aberdeen Lake Park Recreation Building. He reminded the Board that the Town is in the process of developing a Comprehensive Land Development Plan to guide in the growth and development of Aberdeen. Pizza will be served.
- e. Mr. Hopkins stated the Planning Board, at their October meeting, will review changes to the Comprehensive Land Development Plan with a Public Hearing scheduled in November and adoption at the December Board meeting.

- f. Manager Zell reported on the upcoming CAP Program. He stated there have been approximately five applications received and feels there are more to come. He stated the first session will be Tuesday, September 13th at 6 p.m. He stated there had been several calls from residents out of town who would like to attend. He stated he would consider this if there is not enough participation from Aberdeen. He asked the Mayor to attend the first meeting.

11. Oakley Associates/Susan Hatchell – Discussion on proposed Lake Park Building and facilities.

The Board then moved from the conference room to the rotunda for the discussion on proposed Lake Park building and facilities with Oakley Associates and Ms. Susan Hatchell.

The Board then discussed and commented on their “wish list” giving ideas for potential facilities and amenities, areas of concern and amenities to be added in the recreation center and naming current special events and activities held at the park for the proposed building and recreation area.

Mr. Tim Oakley of Oakley Associates and Ms. Susan Hatchell are to take these suggestions and “wish list” and begin compiling a master plan design for the park area.

12. Adjourn

With no further items for Board discussion, a motion was made by Commissioner Marquez, seconded by Commissioner Farrell, to adjourn the Work Session. Motion unanimously carried.

Nancy M. Matthews, Town Clerk

Elizabeth B. Mofield, Mayor