Minutes
Regular Board Meeting
Aberdeen Town Board

January 13, 2014 Robert N. Page Municipal Building
Monday, 6:00 p.m. Aberdeen, North Carolina

The Aberdeen Town Board met Monday, January 13, 2014 at 6:00 p.m. for the Regular Board Meeting. Members present were Mayor Robert A. Farrell, Mayor Pro-tem Jim Thomas, and Commissioners Pat Ann McMurray, Joe Dannelley, and Buck Mims. Staff members in attendance were Planning Director Pam Graham, Community Development Planner Jae Kim, Planner Jane Tercheria, Town Manager Bill Zell, and Town Clerk Regina Rosy. Kenneth Byrd, Marian Baker, Nathan Ellison, Koby Robson, Maurice Holland, Jr., Michael Covington, Terry Gaar, Wilma Laney, Reporter for the Pilot Ted Natt, and Maurice Holland, Sr. were also in attendance for the meeting.

Mayor Farrell called the meeting to order at 6:00 p.m. and welcomed everyone in attendance.

1. Call to Order

a. Pledge of Allegiance.

Mayor Farrell asked everyone to please stand for the Pledge of Allegiance.

2. Public Hearings

a. Conditional Use Permit #13-02 for Five Lot Major Subdivision submitted by Habitat for Humanity.

Mayor Farrell opened the Public Hearing for Conditional Use Permit #13-02 for Five Lot Major Subdivision submitted by Habitat for Humanity.

Town Clerk Regina Rosy swore in Planning Director Pam Graham and Terry Gaar.

Planning Director Pam Graham stated Habitat for Humanity requests a Conditional Use Permit (CUP) for a five lot subdivision to be built in Aberdeen's Broadway Community. The total acreage enclosed by the two parcels is 3.32 acres. Director Graham displayed an aerial photograph of the area. Director Graham stated both parcels contain

wetlands and/or floodplain. Approximately 1.25 acres of the total contains floodplains or wetlands and therefore are unbuildable.

Director Graham displayed a preliminary layout of the proposed lots, roadway dedication, and open space area. Director Graham stated the zoning for this district is R10-10; the minimum lot sizes allowed are 10,000 square feet and all lots meet that requirement.

Director Graham stated 20% open space is required which is 0.66 acres. A portion of Lot 6 is proposed for dedication as open space to meet the requirement. The remainder of Lot 6 is expected to be acquired by the Town to be used in the Aberdeen Creek Greenway project. The proposal as shown meets the open space requirement. Director Graham displayed a map showing how the Aberdeen Creek Greenway will develop.

Director Graham stated Lots 1-4 are designed to have direct access from Thomas Avenue (Lot 4 will have access from both Thomas Avenue and Fowler Court). Lot 5 will be accessed from Fowler Court. Five foot wide concrete sidewalks are proposed along the street frontage of all proposed lots. The proposal meets access and sidewalk requirements.

Director Graham stated this is an infill project, and the infrastructure is already in place.

Director Graham stated Chapter 8 of the 2030 Land Development Plan states that the purpose of the plan is to: "encourage growth and new development that is compatible with existing development, affordable, aesthetically pleasing, environmentally sensitive, and sustainable". The Land Development Plan identifies this project area as residential with environmentally sensitive areas on the property. The project designates the environmentally sensitive areas as conservation areas and these are contained within the proposed open space. The proposal is an example of infill development, utilizing existing infrastructure in a previously developed area close to the town center, and will preserve a considerable quantity of sensitive environment.

Director Graham stated the recommended conditions for approval by the Planning Board are as follows:

- Any changes to the CUP may require an amendment to the CUP or reapplication.
- Approval of the CUP authorizes a maximum creation of five developed lots with open space as shown on plans.

- Open space is being offered at approximately 49% of the project area, with the required 20% offered as a dedication to the Town, and the remainder to be acquired for use in the Aberdeen Creek Greenway project.
- The proposed use is authorized by the approval of the CUP, but the final drawings are subject to an interdepartmental review to ensure compliance with all requirements of the UDO and other adopted policies of the Town.
- Tree harvest and mass re-grading are not authorized as a result of the CUP approval. Tree clearing shall be consistent with a staff approved grading plan and the Town's adopted Tree Conservation Ordinance.
- The applicant is required to install sidewalks along the street frontages of all building lots approved by the CUP.
- Any and all required permits from other regulatory agencies must be in place as a condition of the CUP approval.

Director Graham stated on December 19, 2013, the Planning Board unanimously recommended approval of the proposed project, with conditions. On January 7, 2014, the Board of Commissioners scheduled the CUP for public hearing.

Commissioner McMurray asked if Lot 3 is a driveway. Director Graham stated Lot 3 will include a driveway with minimal road frontage. Mayor Farrell asked what is a landscape strip? Director Graham stated there has to be a planting strip between the sidewalk and the curb or edge of pavement and is required by the UDO. Mayor Farrell asked about the 1.63 acres for open space, and if that area is being given to the Town. Mayor Farrell stated this is going to be a wonderful project for the neighborhood.

Wilma Laney asked about the walking trail and how it would connect to Aberdeen Elementary School. Director Graham provided an overview of the greenway project and how it would connect citizens to Aberdeen Elementary School and Aberdeen Lake Park. Mayor Farrell stated the long-range plan is to connect the trail all the way to Ray's Mill Pond and never have to get on the highway.

A gentleman by the name of Franklin wanted to know about sidewalks for the project. Director Graham stated sidewalks will be installed on the lots being built on, but sidewalks would not be extended to homes already built.

With no further discussion, Mayor Farrell closed the Public Hearing for Conditional Use Permit #13-02 for Five Lot Major Subdivision submitted by Habitat for Humanity.

b. A Resolution to permanently close a portion of an unopened street known as McNeil Street located between Bethesda Avenue and High Street.

Mayor Farrell opened the Public Hearing for A Resolution to Permanently Close a Portion of an Unopened Street Known as McNeil Street Located Between Bethesda Avenue and High Street.

Director Graham stated the request is to close a portion of an unopened road known as McNeil Street, between Bethesda Avenue and High Street. Director Graham displayed an aerial view of the McNeil Street vicinity and where the area is for consideration for closure.

Director Graham stated any person may be heard on the question of whether or not the closing would be detrimental to the public interest or the property rights of any individual. Director Graham stated the basis for determination by the Board is that the closure would not be contrary to public interest, and no individual owning property in the vicinity of the street of alley or in the subdivision in which it is located would thereby be deprived of reasonable means of ingress and egress to his property.

Director Graham stated no Town infrastructure is located within the area for closure. Three parcels are immediately adjacent to the proposed closure, with two ownership interests. The portion of McNeil Street between High Street and Main Street is not included in this request. A survey must be prepared, at the Town's expense, of the area proposed for closure. The cost of the survey has been estimated at $675.00. The Town has incurred legal notice advertising costs of $291.20 in response to the request.

Director Graham stated the Board adopted a Resolution of Intent regarding the closure on 12/9/13, as required by State Statute. Legal notices regarding the closure were published for four weeks before the Public Hearing. The Public Hearing is now being held to receive public input. Koby Robson stated she would recommend another estimate for the surveying work since the corners are already marked.

With no further discussion, Mayor Farrell closed the Public Hearing for A Resolution to Permanently Close a Portion of an Unopened Street

Known as McNeil Street Located Between Bethesda Avenue and High Street.

3. Setting of the Agenda

A motion was made by Commissioner Dannelley, seconded by Commissioner McMurray, to approve the setting of the agenda as presented. Motion unanimously carried.

4. Consent Agenda

All items listed below are considered routine or have been discussed at length in previous meetings and will be enacted by one motion. No separate discussion will be held except on request by a member of the Board of Commissioners.

a. Minutes of Regular Board Meeting on December 9, 2013, Special Called Meeting on December 13, 2013 and Work Session on January 7, 2014.

A motion was made by Commissioner Dannelley, seconded by Commissioner McMurray, to approve the consent agenda as presented. Motion unanimously carried.

5. Informal Discussion and Public Comment

a. Michael Covington, 616 Thomas Avenue, stated street cleaning equipment does not seem to clean the streets in the Broadway Community. Mr. Covington stated he has spoken with Rickie Monroe about this issue already. Commissioner Mims stated he spoke with Mr. Covington about this same issue late last year. Manager Zell stated he will address the issue with Rickie Monroe. Mr. Covington asked about updating the street lights in the Broadway Community. Commissioner McMurray urged all citizens to bring these types of issues to the attention of Manager Zell.

6. Financial Report

Manager Zell stated the General Fund is $426,000 to the good through the end of December. For the Water/Sewer fund, Manager Zell stated the numbers do not look as good, but Manager Zell assured the Board the Town is in good financial standing.

7. Old Business

None

8. New Business

a. Appointment of Steering Committee for 2040 Land Use Plan.

Director Graham distributed an updated list of recommendations for the 2040 Land Use Plan Steering Committee. Director Graham stated she would request the Board to consider "blessing the list", then staff would send an invitation to the list of recommendations to confirm all recommended persons are interested. Director Graham explained her thoughts on how to organize the process.

Commissioner Dannelley recommended the Land Use Plan Steering Committee meet first without the Town Board, get some direction and organization, then at the Work Session on January 28, 2014 schedule a date to meet jointly with the Land Use Plan Steering Committee.

Maurice Holland, Jr. stated he would like to know who is included on the list of potential candidates for this committee, and make sure there is a fair representation. Commissioner Mims stated the list of potential candidates have not even been contacted yet, and until the candidates have been contacted, he would prefer to not list the names in public.

Commissioner Dannelley directed staff to move forward with contacting all candidates on the proposed list and see who is interested in serving.

b. Project Budget Ordinance for the CDBG Berkley Phase III Sewer Project.

Manager Zell stated this grant will help finish up the sewer in the Berkley area. Manager Zell stated this ordinance is needed to start up the project for financials. A motion was made by Commissioner McMurray, seconded by Commissioner Dannelley, to approve the Project Budget Ordinance for the CDBG Berkley Phase III Sewer Project. Mayor Farrell asked what the timeline is for this project. Manager Zell stated three years is the maximum timeline for this project, but the project will be completed much earlier. Motion unanimously carried 3-0.

9. Other Business

a. CDBG Monthly Status Updates.

Director Graham introduced Community Development Planner Jae Kim to the new Commissioners. Planner Kim stated the Midway Gardens Grant #10-C-2207 is administered by Hobbs Upchurch and all activities are all on schedule.

Planner Kim stated the 2011 SBEA Grant is administered by Town staff and all activities are on schedule.

Planner Kim stated the Berkley Phase III Sewer Project # 12-C-2510 is administered by LKC Engineering and all activities are on schedule.

Commissioner Dannelley asked Planner Kim to list each of the grants under the title "CDBG Monthly Status Updates" on each meeting agenda going forward.

b. Proposed Sign for Aberdeen Lake Park – for information only.

Manager Zell stated this item will be discussed at the next Work Session.

c. Manager Zell stated Chief Wenzel has asked each Board member to contact him to schedule a time to tour the Aberdeen Police Department.

d. A motion was made by Commissioner McMurray to appoint Elease Goodwin to the Town Board Commissioner vacancy. Motion was seconded by Commissioner Mims. Motion carried 3-0.

10. Adjournment

A motion was made by Commissioner Mims, seconded by Commissioner Dannelley, to adjourn the meeting. Motion unanimously carried.

Regina M. Rosy

Regina M. Rosy, Town Clerk

Minutes were completed in
Draft form on January 13, 2014

Robert A. Farrell

Robert A. Farrell, Mayor

Minutes were approved
on February 10, 2014