

AGENDA
Regular Meeting of the
Downtown Aberdeen Advisory Board

April 26th, 2022
Tuesday, 9:00 am

Robert N. Page Municipal Building
Aberdeen, North Carolina

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes
 - a. Regular Meeting of March 22nd, 2022
4. New Business
 - a. Hourly Parking in Downtown
5. Other Business
 - a. Dumpster Update
 - b. Election – Vice-Chair
6. Adjournment

MINUTES
Regular Meeting of the
Downtown Aberdeen Advisory Board

March 22, 2022
Tuesday, 9:00 am

Robert N. Page Municipal Building
Aberdeen, North Carolina

The Downtown Aberdeen Advisory Board (DAAB) met on Tuesday, March 22, 2022 at 9:00 am for a regular meeting. The meeting was held in Town Hall. Members present were Chairperson Lindy Lamielle, Angela McKew and Nathan Lonnen. Staff members in attendance were Planning Director Justin Westbrook, Permit Technician Maria Carpenter, and Administrative Assistant Cathi Ericson.

1. Call to Order

Chairperson Lamielle called the meeting to order at 9:13 am.

2. Approval of Agenda

A motion was made by Mr. Lonnen, seconded by Ms. McKew, to approve the agenda. Motion unanimously carried 3-0.

3. Approval of Minutes

a. Regular Meeting of February 22nd, 2022

A motion was made by Mr. Lonnen, seconded by Ms. McKew, to approve the minutes from the February 22, 2022 meeting. Motion unanimously carried 3-0.

4. New Business

a. NC Main Street & Rural Planning – Update

Ms. Carpenter stated the Town of Aberdeen is an affiliate member of the North Carolina Main Street program, an organization with a broad-based community support system for commercial district revitalization. The meeting packet included the program assessment survey for maintaining this affiliation. In order for Aberdeen's program participation to be accredited The NC Main Street Program requires 4 other committees besides the DAAB to be formed. In 2022 we did not meet the same requirements; and as a result, the Town did not acquire national accreditation. Mr. Lonnen asked which are the points that DAAB did meet and what is the benefit of being in the program. Director Westbrook stated that the requirement is to have four additional committees and four revenue streams, among many other requirements. He stated that we need to meet 80% of the assessment requirements and or re-evaluate whether or not the Town participates since the cost is \$10,000. The

program offers educational information and the opportunity for small town networking on projects that our Town is developing. He stated that Aberdeen currently does not fully utilize the potential of the program.

Chairperson Lamielle stated that to reap the benefits of the program you need the accreditation at the National level. Ms. McKew stated we have been in the program but never gotten to that level. She stated if we do not move forward with this accreditation, we would not be bound to the reporting aspect. Director Westbrook stated that the Downtown Aberdeen Advisory Board would still be maintained for the benefit of the Town. He stated should the Board wish to meet all the requirements he would ensure that the new Downtown Planner give full attention to realize the potential of the accreditation.

Ms. McKew said they need more involvement from other businesses since the Town is growing and changing, but she noted that Covid had been a factor in the past 2 years.

Chairperson Lamielle stated they could create a nonprofit to obtain investors, grants and funding as an option to the NC Main Street designation. She stated that there was no momentum to this program. Mr. Lonnen stated that they needed more organization, and also the information needs to be extended to other businesses. He suggested breaking down and having team leaders reach out and educate the individual businesses.

Chairperson Lamielle stated that there is a lack of engagement of some downtown business owners, and she would like to see more relationship building. She stated that the individual emails or Facebook posts are not getting the response she had hoped for. She would like to know why more business owners are not involved. Ms. McKew stated she hears positive comments about Aberdeen from the real estate community. She said the main problem is getting the empty businesses to be homes for active businesses.

The Board asked if the funds for the NC Main Street Program fees would then go back into the DAAB budget. Director Westbrook stated the fees comes out of another line budget item and will not go back into DAAB.

Ms. Carpenter suggested the assessment be used as a guide for our own purpose.

Chairperson Lamielle stated that the Main Street Conference was very inspiring and informative. She stated that the assessment outline in the packet is a good resource for future planning and organization formatting. Director Westbrook asked what direction the Board wanted to take moving forward.

Chairperson Lamielle requested that the Board table the decision until the next meeting.

Ms. McKew asked that Staff bring the topic to the DAAC.

Chairperson Lamielle made a motion, seconded by Mr. Lonnen to Invite the NC Main Street organization to present to the DAAC on May 16, 2022. Motion unanimously carried 3-0.

Chairperson Lamielle stated that Staff and Board members invite additional business and property owners to the presentation. The location of the meeting to be discussed at the April DAAB meeting.

b. Downtown Sidewalks - Power Washing

Ms. Carpenter presented several quotes for power washing the Downtown sidewalks. She stated that they would need a motion to move forward to use DAAB funds for the project.

Chairperson Lamielle inquired about damage during the cleaning process and what is the course of action if damage should occur. Ms. Carpenter responded that individual businesses would have to address any issues with the chosen vendor and their insurance. She stated that if the project moves forward that Staff will make sure businesses have certificates of liability and insurance.

Director Westbrook asked if the Board wished to spend the money as there is a liability risk. He mentioned that if this is a maintenance item that it will occur annually and it will come from the DAAB budget. Director Westbrook stated the last time the streets were power washed was in 2016. Mr. Lonnen asked the Board members what the parameters of the job were and stated they should table the vote and take a tour of the areas that would be cleaned. Director Westbrook said the Board could direct Staff to obtain additional quotes for the areas to be cleaned. The map displayed showed the areas that would be included in the project as Maple to Saunders and including from US1 to the railroad tracks and up to Kees Appliance and the Railhouse on South Street.

A motion was made by Mr. Lonnen, seconded by Ms. McKew, to direct town Staff to get quotes for power washing the areas discussed. Motion unanimously carried 3-0.

c. Façade Improvement Grants

Ms. Carpenter stated the Planning Department has budgeted \$10,000 for facade grants and this is matched 50% up to \$1000 by the Town of Aberdeen. Mr. Lonnen asked if a business could request a second façade improvement grant. Ms. Carpenter stated that the business owner can receive one grant and the property owner can receive one grant for the same

year. Ms. Carpenter stated any businesses or owners wanting to participate should submit the application to the Planning Department.

d. Election – Vice-Chair

Chairperson Lamielle requested that the vote for a Vice-Chair be deferred to the next meeting so that more members could be involved in the discussion. Chairperson Lamielle made a motion, seconded by Ms. McKew, to table the Vice-Chair vote to the April 26th meeting. Motion unanimously carried 3-0.

5. Other Business

Director Westbrook updated the Board members on the dumpsters and the key distribution for the dumpsters. He stated that the new Pizzeria will be opening next week.

6. Adjournment

A motion was made by Ms. McKew, seconded by Mr. Lonnen, to adjourn the Meeting. Meeting adjourned at 10:25 am.

Cathi Ericson, Administrative Assistant
Minutes were completed in
Draft form on March 22, 2022

Lindy Lamielle, Chairperson
Minutes were approved on
April 26, 2022



Town of Aberdeen
Planning & Inspections Department

115 North Poplar Street
Aberdeen, NC 28315
910-944-7024

MEMORANDUM

TO: Downtown Aberdeen Advisory Board

FROM: Maria Carpenter, CZO – Permit Technician

SUBJECT: Hourly Parking in Downtown

DATE: 4-26-2022

Background: Due to the increase in retail and restaurant uses Downtown, parking issues have been exacerbated and brought to the attention of Staff. Last summer, Staff was asked about the possibility of implementing two (2) hour parking limits in Downtown to help ease some of the parking issues.

In our research, other local municipalities have also been experiencing growing pains with their parking. Anyone visiting Southern Pines and Pinehurst has most likely encountered difficulty finding a parking spot in their Downtown areas. Pinehurst has explored the idea of implementing a policy that employees for a business cannot park in front of the building in which they work, in an attempt to help patrons find a spot more easily.

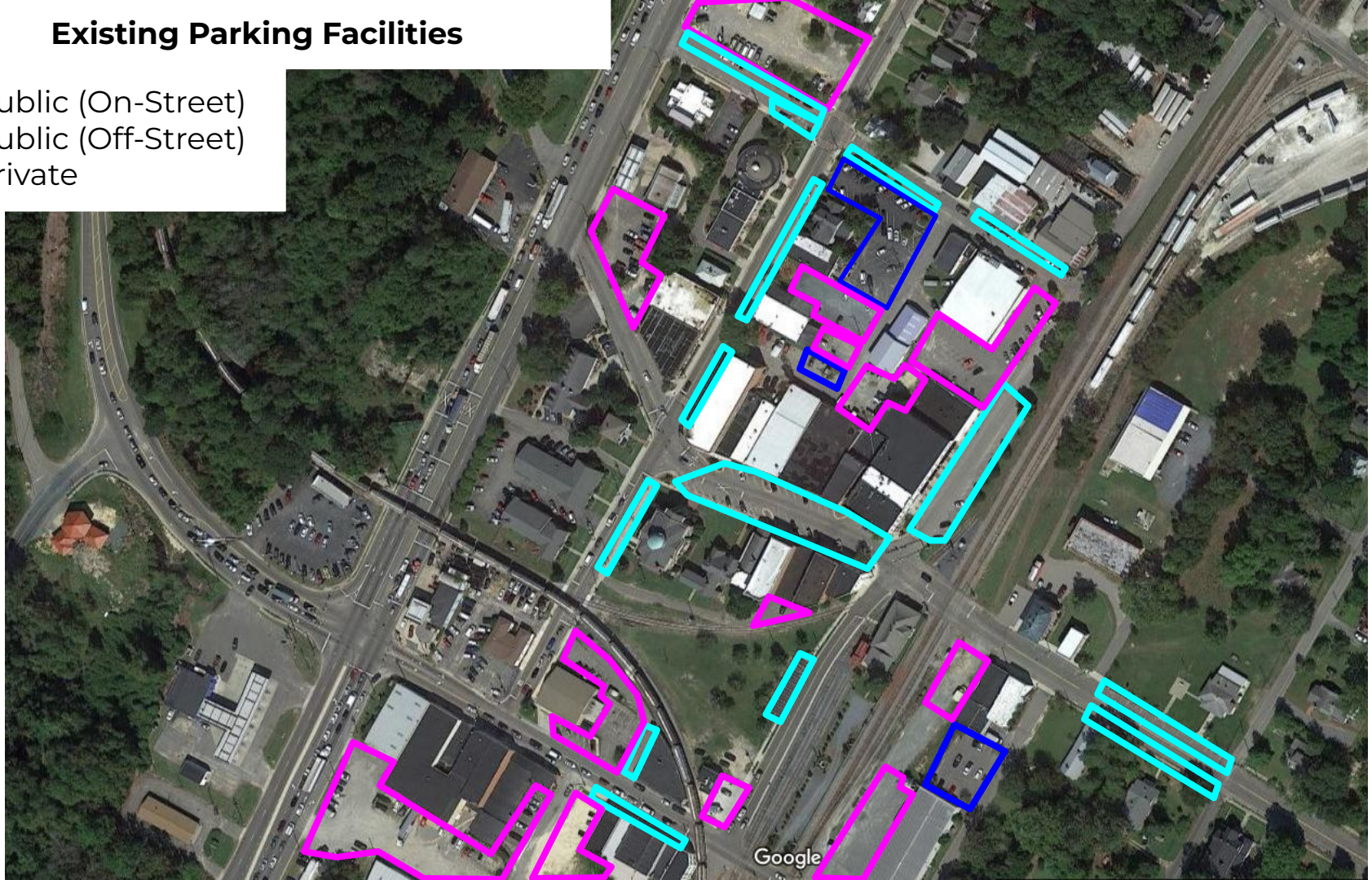
Downtown Aberdeen has recently seen several businesses put up “No Parking” signs on their private property, limiting parking to only their patrons and employees. The hourly parking time limit was suggested as a way to help ease some of the parking. Staff has learned hourly parking can vary in time, day, and other factors, and is not required to only be two (2) hour limits.

Staff Recommendation: Staff is requesting direction from the Downtown Aberdeen Advisory Board (DAAB) on pursuing additional research and drafting an ordinance amendment to implement hourly parking in Downtown.

*Attachments: Existing Parking Facilities
Areas of Focus – Hourly Parking*

Existing Parking Facilities

- : Public (On-Street)
- : Public (Off-Street)
- : Private



Hourly Parking - Focus Areas

- : Tier One (Recommended)
- : Tier Two (No Recommendation)
- : Tier Three (Not Recommended)

