



Council Meeting Agenda
March 3, 2025
6:00 PM

1. Call to Order Mayor Ed Hooks
2. Invocation.....Pastor Josh Barfield, Church of the Resurrection
3. Public Comments Mayor
4. Consent Agenda-
 - a. Final Plat Reapproval- Oakwood, Ph. 1B
 - b. FY2024-25 Audit Contract
5. **Public Hearing** Ashley Ownbey, Development Director

Conditional Rezoning- Matt Kirkpatrick – Reliant Partners- North Mebane Village- +/- 58.87 acres- 968 North First Street and +/- 1.23 acres of unaddressed adjacent property from R-8, O&I, and R-8 (CD) to R-8 (CD) for Planned Unit Development- 192 townhomes, 36 single-family homes, and +/- 15,000 sq. ft. of commercial/retail space
6. Downtown Exterior Improvement (DEIG) Grant Awards Ms. Ownbey
 - a. 117 W. Clay Street- Big Oak Restoration
 - b. 126 W. Clay Street- The Gourmet Grove
 - c. 200 N. Third Street- The Go Girl Shoppe
7. Recreation and Park Advocacy Commission (RPAC)
AppointmentAaron Davis, Recreation and Parks Director
8. Adjournment Mayor



AGENDA ITEM #4A

SUB 24-11

Final Subdivision Plat

Oakwood, Phase 1B

REAPPROVAL

Meeting Date

December 2, 2024

Presenter

Ashley Ownbey, Development Director

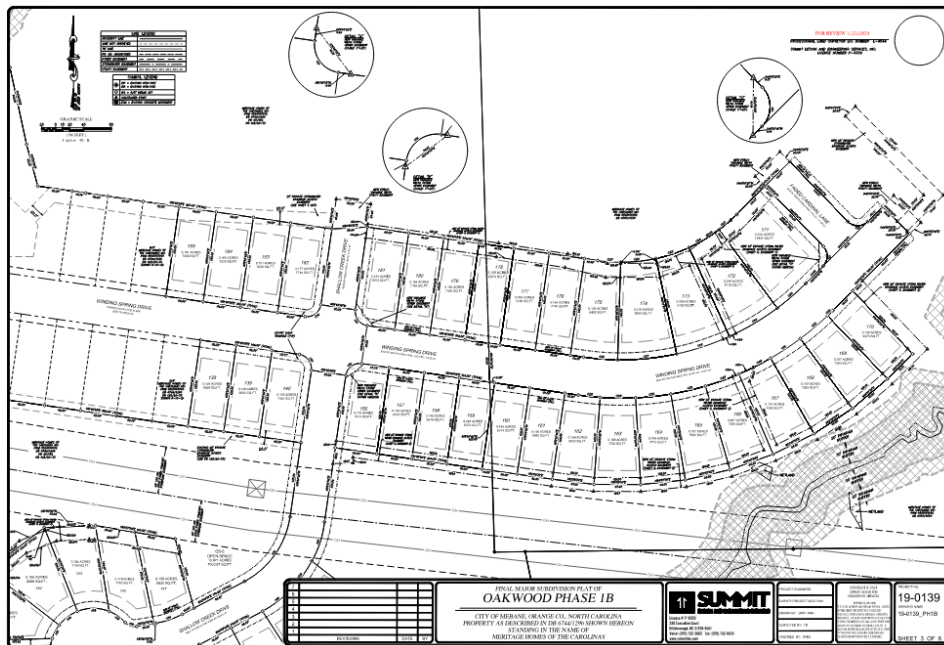
Applicant

Meritage Homes of the Carolinas, Inc.
13925 Ballantyne Corp. Pl., Ste. 300
Charlotte, NC 28277

Public Hearing

Yes ☐ No ☒

Final Plat



Property

Oakwood Subdivision
Orange County GPINs
9825406683,
9824593602,
9825601982

Proposed Zoning

N/A

Current Zoning

R-8 (CD), R-10 (CD)

Size

+/- 34.645 acres

Surrounding Zoning

R-8 (CD), HM, R-20,
R-8, R-6

Surrounding Land

Uses

Residential, Vacant,
Industrial

Utilities

Extended at
developer's expense.

Floodplain

No

Watershed

No

City Limits

Yes

Summary

Meritage Homes of the Carolinas, Inc. is requesting approval of the Final Plat for Phase 1B of the Oakwood Subdivision (approved for rezoning by the City Council on 04/07/2021). The final plat will include a total area of +/- 34.645 acres featuring 6 townhome blocks, 48 single-family lots, +/- 22.51 acres of open space, +/-3.32 acres of dedicated right of way, and 1,759 linear feet in new streets.

The Technical Review Committee (TRC) has reviewed the final plat and the applicant has revised the plat to reflect comments. All infrastructure must be completed and approved to meet the City of Mebane specifications. All infrastructure not completed shall be bonded or a letter of credit provided prior to recordation.

This major subdivision plat was originally approved by the City Council at its December 2, 2024, meeting.

Financial Impact

The developer has extended utilities at his own expense.

Recommendation

Staff recommends approval of the final plat.

Suggested Motion

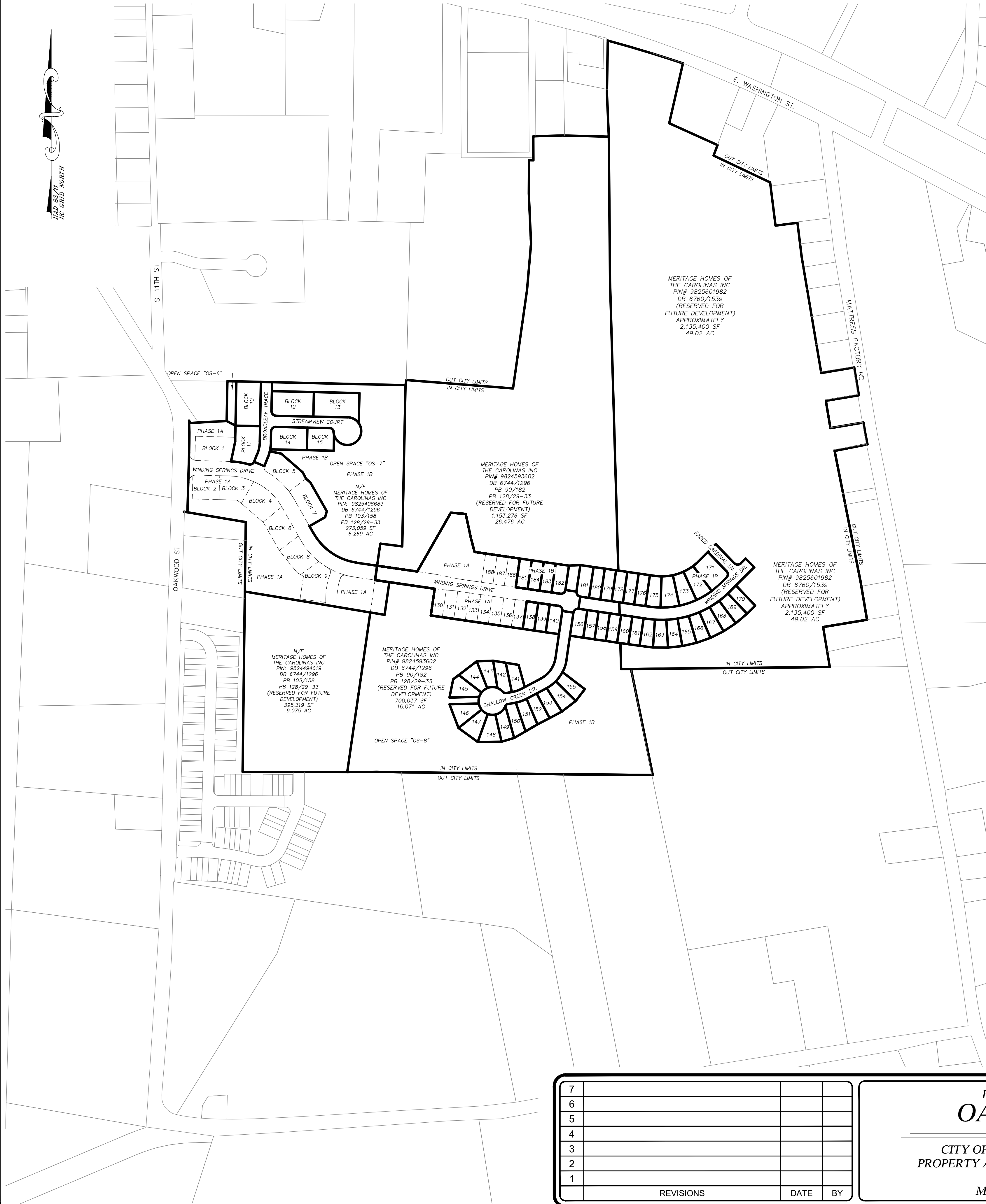
Motion to approve the final plat as presented.

Attachments

1. Final Plat

OVERALL SITE VIEW

SCALE: 1" = 250'



CERTIFICATE OF OWNERSHIP AND DEDICATION

THIS CERTIFIES THAT THE UNDERSIGNED IS (ARE) THE OWNER(S) OF THE PROPERTY SHOWN ON THIS MAP, HAVING ACQUIRED TITLE TO IT BY DEED(S) RECORDED IN THE ORANGE COUNTY, NORTH CAROLINA REGISTER OF DEEDS OTHERWISE AS SHOWN BELOW AND THAT BY SUBMISSION OF THIS PLAT OR MAP FOR APPROVAL, I/WE DO DEDICATE TO THE CITY OF MEBANE FOR PUBLIC USE ALL STREETS, EASEMENTS, RIGHTS-OF-WAY AND PARKS SHOWN THEREON FOR ALL LAWFUL PURPOSES TO WHICH THE CITY MAY DEVOTE OR ALLOW THE SAME TO BE USED AND UPON ACCEPTANCE THEREOF AND IN ACCORDANCE WITH ALL CITY POLICES, ORDINANCES AND REGULATIONS OR CONDITIONS OF THE CITY OF MEBANE FOR THE BENEFIT OF THE PUBLIC, THIS DEDICATION SHALL BE IRREVOCABLE. ALSO, ALL PRIVATE STREETS SHOWN ON THIS MAP, IF ANY, ARE TO BE AVAILABLE FOR PUBLIC USE.

PROVIDED, HOWEVER, THE "COMMON ELEMENTS" SHOWN HEREON EXPRESSLY ARE NOT DEDICATED HEREBY FOR USE BY THE GENERAL PUBLIC, BUT ARE TO BE CONVEYED BY MERITAGE HOMES OF THE CAROLINAS TO OAKWOOD HOMEOWNERS ASSOCIATION, INC. FOR THE USE AND ENJOYMENT OF THE MEMBERS THEREOF PURSUANT TO THE TERMS OF THAT CERTAIN DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS FOR

OAKWOOD PHASE 1B, RECORDED IN BOOK _____ PAGE _____ ORANGE COUNTY REGISTRY, THE TERMS AND PROVISIONS OF WHICH ARE INCORPORATED HEREIN BY THIS REFERENCE.

BY THE RECORDED OF THIS PLAT, HEREBY GIVES, GRANTS AND CONVEYS TO A UTILITY AND THE CITY OF MEBANE, THEIR RESPECTIVE SUCCESSORS AND ASSIGNS, RIGHTS-OF-WAY AND EASEMENTS TO MAINTAIN AND SERVICE THEIR RESPECTIVE WIRES, LINES, CONDUITS, AND PIPES IN THEIR PRESENT LOCATIONS WITHIN THE "COMMON ELEMENTS" AS SHOWN HEREON TOGETHER WITH THE RIGHT OF INGRESS AND EGRESS OVER AND UPON SAID "COMMON ELEMENTS" FOR THE PURPOSE OF MAINTAINING AND SERVING WIRES, LINES, CONDUITS, AND PIPES.

BOOK NUMBER _____ PAGE NUMBER _____

SIGNATURE(S) _____

_____, COUNTY, NORTH CAROLINA

I, CERTIFY THAT THE FOLLOWING PERSON(S) PERSONALLY APPEARED BEFORE ME THIS DAY, EACH ACKNOWLEDGING TO ME THAT HE OR SHE SIGNED THE FOREGOING DOCUMENT:

NAME(S) OF PRINCIPAL(S) _____

DATE: _____

OFFICIAL SIGNATURE OF NOTARY _____

NAME _____, NOTARY PUBLIC, NOTARY'S PRINTED

MY COMMISSION EXPIRES: _____

NOTE "A"
SUBSURFACE AND ENVIRONMENTAL CONDITIONS WERE NOT EXAMINED OR CONSIDERED DURING THIS SURVEY. ALL BUILDINGS, SURFACE AND SUBSURFACE IMPROVEMENTS ON AND ADJACENT TO THE SITE ARE NOT NECESSARILY SHOWN HEREON. NO STATEMENT IS MADE CONCERNING THE EXISTENCE OF UNDERGROUND CONTAINERS WHICH MAY AFFECT THE USE OF THIS TRACT.

NOTE "B"
THE LOCATION OF UNDERGROUND UTILITIES AS SHOWN ARE BASED ON VISIBLE EVIDENCE AND DRAWINGS PROVIDED TO THE SURVEYOR. LOCATION OF UNDERGROUND UTILITIES AND STRUCTURES MAY VARY FROM LOCATIONS SHOWN HEREON, AND ADDITIONAL BURIED UTILITIES MAY EXIST. CONTACT THE APPROPRIATE UTILITY COMPANIES FOR INFORMATION REGARDING BURIED UTILITIES.

NOTE "C"
ALL DISTANCES ARE HORIZONTAL GROUND AND AREA BY COORDINATE COMPUTATION.

NOTE "D"
THIS SURVEY WAS DONE WITHOUT A TITLE SEARCH AND IS BASED ON REFERENCED INFORMATION. THERE MAY EXIST OTHER DOCUMENTS OF RECORD WHICH COULD AFFECT THIS PROPERTY.

NOTE "E"
EXCEPT AS SPECIFICALLY STATED OR SHOWN, THIS SURVEY DOES NOT REPORT ANY OF THE FOLLOWING: EASEMENTS, OTHER THAN THOSE VISIBLE DURING FIELD EXAMINATION, BUILDING SETBACKS, RESTRICTIVE COVENANTS, ZONING OR LAND USE REGULATIONS AND ANY FACTS WHICH A TITLE SEARCH MAY DISCLOSE.

NOTE "F"
WETLANDS, JURISDICTIONAL WATERS OR OTHER CONDITIONS WHICH MAY BE REGULATED BY FEDERAL OR STATE OR LOCAL AGENCIES WERE NOT INVESTIGATED DURING THIS SURVEY. RIPARIAN BUFFERS AND OTHER RESTRICTIONS ON DEVELOPMENT MAY BE REQUIRED.

NOTE "G"
THIS PROPERTY IS NOT LOCATED IN A HAZARDOUS FLOOD ZONE AS SHOWN ON FEMA FIRM NUMBER 370982400L, EFFECTIVE DATE 11/17/2017. FLOOD ZONES OR BASE FLOOD ELEVATIONS WERE NOT INVESTIGATED DURING THIS SURVEY.

NOTE "H"
NO NCOS MONUMENTS WERE FOUND WITHIN 2000' OF THIS SITE.

NOTE "I"
SEE PLAT "BOUNDARY SURVEY FOR LANDS OF THE ESTATE OF VIRGINIA CLAYTON LONG & THE FIRST BAPTIST CHURCH OF MEBANE" BY STEPHEN D. PUCKETT, PLS, DATED APRIL 4, 2008, AND RECORDED IN PB 103/158, ORANGE COUNTY.

SEE PLAT "BOUNDARY SURVEY FOR LOUISE HOLT HEATH" BY JIM MORROW, PLS, DATED JULY 8, 2002, AND RECORDED IN PB 90/182, ORANGE COUNTY.

SEE UNRECORDED PLAT "ALTA SURVEY FOR BAILY DAVIS BORDERS TRACTS ENTERPRISE LANE, MEBANE, ORANGE COUNTY, NC" BY RICHARD ELLIS BULLOCK, JR., PLS, DATED NOVEMBER 22ND, 2021.

SEE PLAT "FINAL MAJOR SUBDIVISION PLAT OF OAKWOOD PHASE 1A" BY BRANTLEY W. WELLS, PLS, DATED AUGUST 9, 2024, AND RECORDED IN PB 128/29, ORANGE COUNTY.

NOTE "J"
THIS PROPERTY IS WITHIN THE CAPE FEAR RIVER BASIN.

NOTE "K"
ZONING: R-8--CD (TOWNHOMES)

BUILDING FRONT SETBACK: 20 FT

BUILDING SIDE SETBACK: 15 FT

BUILDING SIDE STREET SETBACK: 15 FT

BUILDING REAR SETBACK: 20 FT

ZONING: R-10--CD (SINGLE-FAMILY)

BUILDING FRONT SETBACK: 25 FT

BUILDING SIDE SETBACK: 5 FT

BUILDING SIDE STREET SETBACK: 13 FT

BUILDING REAR SETBACK: 20 FT

NOTE "L"
THE MULTUSE PATH IS TO BE CONSTRUCTED TO CITY OF MEBANE STANDARDS AND COVERED BY A PUBLIC EASEMENT. CITY OF MEBANE ACCEPTANCE OF THE MULT-USE PATH AND ITS CONTINUAL MAINTENANCE WILL NOT BEGIN UNTIL ALL WORK IS DEEMED COMPLETE IN ALL PHASES SUCH THAT THE MULTUSE PATH FORMS A COMPLETED NETWORK (WITH THE INTERNAL ROADWAY AND SIDEWALK SYSTEM AND BEING EXTENDED TO ADJACENT STATE ROADS AND OTHER PROPERTIES AS SHOWN AND APPROVED ON THE PRELIMINARY PLAT ALL SUBJECT TO MEBANE APPROVED REVISIONS).

NOTE "M"
SEE ORANGE COUNTY PLANNING & INSPECTIONS DEPARTMENT FOR APPROVED SOIL AND EROSION CONTROL PLAN.

NOTE "N"
POSITIVE DRAINAGE SHALL BE MAINTAINED AT ALL TIMES IN SWALES AND AWAY FROM DRAINAGE.

SITE SUMMARY			
ORANGE CO. PIN# 9825406683			
DESCRIPTION	UNITS	TOTAL ACRES	
BLOCKS	6	2.57	
OPEN SPACE = (OS)	2	6.44	
ROADS	2	1.05	
STREAMVIEW COURT	R.O.W.-1	0.62	
BROADLEAF TRACE	R.O.W.-2	0.43	
TOTAL DEDICATED TO PUBLIC RW		1.05	

SITE SUMMARY			
ORANGE CO. PIN# 9824593602			
DESCRIPTION	UNITS	TOTAL ACRES	
LOTS	29	3.866	
OPEN SPACE = (OS)	1	16.07	
ROADS	2	1.26	
WINDING SPRING DR	R.O.W.-1	0.23	
SHALLOW CREEK DR	R.O.W.-2	1.03	
TOTAL DEDICATED TO PUBLIC RW		1.26	

SITE SUMMARY			
ORANGE CO. PIN# 9825601982			
DESCRIPTION	UNITS	TOTAL ACRES	
LOTS	19	3.389	
OPEN SPACE = (OS)	0		
ROADS	2	1.01	
WINDING SPRING DR	R.O.W.-1	0.84	
FADED CARDINAL LN	R.O.W.-2	0.17	
TOTAL DEDICATED TO PUBLIC RW		1.01	

CERTIFICATE OF FINAL MAJOR SUBDIVISION PLAT APPROVAL AND ACCEPTANCE OF DEDICATION

I, _____, THE CITY CLERK OF MEBANE, NORTH CAROLINA, DO CERTIFY THAT THE CITY OF MEBANE APPROVED THIS PLAT OR MAP AND ACCEPTED THE DEDICATION OF THE STREETS, EASEMENTS, RIGHT-OF-WAY AND PUBLIC PARKS SHOWN THEREON, BUT ASSUMES NO RESPONSIBILITY TO OPEN OR MAINTAIN THE SAME, UNLESS IN THE OPINION OF THE CITY COUNCIL OF THE CITY OF MEBANE IT IS IN THE PUBLIC INTEREST TO DO SO.

DATE _____ CITY CLERK

STATE OF NORTH CAROLINA ORANGE COUNTY

I, _____, REVIEW OFFICER OF ORANGE COUNTY, CERTIFY THAT THIS MAP OR PLAT TO WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING FOR WHICH THE REVIEW OFFICER HAS RESPONSIBILITY AS PROVIDED BY LAW.

REVIEW OFFICER _____ DATE OF CERTIFICATION _____

ORANGE COUNTY LAND RECORDS/OIS

TOTAL SITE SUMMARY

PHASE 1B TOTAL AREA = 13.128 ACRES

55 LOTS TOTAL = 6.145 ACRES

5 OPEN SPACE = 4.35 ACRES

R/W DEDICATION = 3.009 ACRES

ROAD LINEAR FEET = 1,759 FT (TOTAL)

PIN: 9825404628 / 9825502531

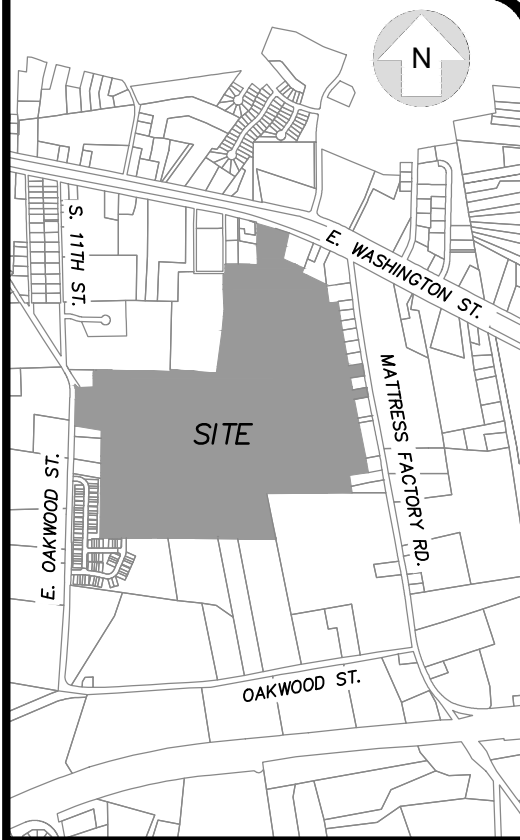
OWNER: MERITAGE HOMES OF THE CAROLINAS

REFERENCES: DB 6744/1296

PB 90/182

PB 103/158

PB 128/29



VICINITY MAP
SCALE: 1" = 2000'

CERTIFICATE OF PURPOSE OF PLAT

THIS SURVEY CREATES A SUBDIVISION OF LAND WITHIN THE AREA OF A COUNTY OR MUNICIPALITY THAT HAS AN ORDINANCE THAT REGULATES PARCELS OF LAND.

SURVEYOR _____

08/09/24

DATE

CERTIFICATE OF OF SURVEY AND ACCURACY

I, BRANTLEY W. WELLS, PLS, L-4544, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (DEED DESCRIPTION RECORDED IN BOOK XXXX, PAGE XXXX, ETC.) (OTHER), THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND IN BOOK _____, PAGE _____, THAT THE RATIO OF PRECISION OR POSITIONAL ACCURACY AS CALCULATED IS 1:100,000; THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH NCOS 47-30 AS AMENDED; WITNESS MY ORIGINAL SIGNATURE, REGISTRATION NUMBER AND SEAL THIS XXXX DAY OF AUGUST, A.D., 2024.

SURVEYOR _____

L-4544

REGISTRATION NUMBER

I HEREBY CERTIFY THAT THIS PLAT IS OF THE FOLLOWING TYPE:

G.S. 47-30 (P)(11)(A). THIS SURVEY CREATES A SUBDIVISION OF LAND WITHIN THE AREA OF A COUNTY OR MUNICIPALITY THAT HAS AN ORDINANCE THAT REGULATES PARCELS OF LAND.

I, BRANTLEY W. WELLS, PLS, L-4544, CERTIFY THAT THIS MAP WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (DEED DESCRIPTION RECORDED IN BOOK/PAGE (AS NOTED HEREON) OR OTHER REFERENCE SOURCE (AS NOTED HEREON)); THAT THE BOUNDARIES NOT SURVEYED ARE INDICATED IN A BROKEN LINETYPE AS DRAWN FROM INFORMATION IN BOOK/PAGE (AS NOTED HEREON) OR OTHER REFERENCE SOURCE (AS NOTED HEREON); THAT THE RATIO OF PRECISION OR POSITIONAL ACCURACY IS 1:100,000; AND THAT THIS MAP MEETS THE REQUIREMENTS OF THE STANDARDS OF PRACTICE FOR LAND SURVEYING IN NORTH CAROLINA (21 NCAC 36.1600). THIS MAP WAS DRAWN IN ACCORDANCE WITH G.S. 47.30 AS AMENDED. WITNESS MY ORIGINAL SIGNATURE, LICENSE NUMBER AND SEAL THIS XX DAY OF NOVEMBER 2024.

PRELIMINARY PLAT FOR REVIEW 11/21/2024

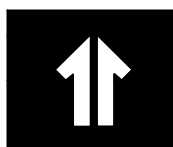
PROFESSIONAL LAND SURVEYOR LIC. NUMBER L-4544

SUMMIT DESIGN AND ENGINEERING SERVICES, INC.
LICENSE NUMBER P-0339

FINAL MAJOR SUBDIVISION PLAT OF OAKWOOD PHASE 1B

CITY OF MEBANE, ORANGE CO., NORTH CAROLINA
PROPERTY AS DESCRIBED IN DB 6744/1296 SHOWN HEREON
STANDING IN THE NAME OF
MERITAGE HOMES OF THE CAROLINAS

7			
6			
5			
4			
3			
2			
1			
REVISIONS		DATE	BY



SUMMIT
DESIGN AND ENGINEERING SERVICES

License #: P-0339
320 Executive Court
Hillsborough, NC 27278-8551
Voice: (919) 732-3883 Fax: (919) 732-6676
www.summitde.com

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IT IS A VIOLATION OF LAW FOR ANY PERSON, UNLESS
ACTING UNDER THE DIRECTION OF LICENSED
ARCHITECT, PROFESSIONAL ENGINEER, LANDSCAPE
ARCHITECT, OR LAND SURVEYOR TO ALTER ANY ITEM
ON THIS DOCUMENT IN ANY WAY. ANY LICENSEE WHO
ALTERS THIS DOCUMENT IS REQUIRED BY LAW TO
AFFIX HIS OR HER SEAL AND THE NOTATION "ALTERED"
BY FOLLOWED BY HIS OR HER SIGNATURE AND
SPECIFIC DESCRIPTION OF THE ALTERATIONS.

19-0139

19-0139_PH1B

SHEET 1 OF 6

11/21/2024 10:50 AM J:\Projects\19-0139_Oakwood\19-0139_Oakwood.dwg User: JRM Date: 11/21/2024 Time: 10:50 AM

OAKWOOD STREET EXTENSION
50' PUBLIC R/W

LINE LEGEND	
PROPERTY LINE	
LINE NOT SURVEYED	
TIE LINE	
PR. LN. ABANDONED	
POWER EASEMENT	
STORMWATER EASEMENT	
UTILITY EASEMENT	

SYMBOL LEGEND	
DP	= EXISTING IRON PIPE
ER	= EXISTING IRON ROD
IRS	= 5/8" REBAR SET
△	= CALCULATED POINT
■	= EXISTING CONCRETE MONUMENT

GRAPHIC SCALE
(IN FEET)
1 inch = 30 ft.

N/F
BLEVINS ELSE W ET AL
MILES CARL J HRS
PIN# 9825308993
DB 11-6-2004
ZONING R-20
SINGLE-FAMILY RESIDENTIAL

OS-1
OPEN SPACE
EXISTING 25' STREETSCAPE EASEMENT (SEE PB 128/29-33)

N/F
MERITAGE HOMES OF THE CAROLINAS INC.
PIN# 9825400823
DB 6744/1296
PB 128/29-33
ZONING R-8-CD

N/F
MERITAGE HOMES OF THE CAROLINAS INC.
PIN# 9825400725
DB 6744/1296
PB 128/29-33
ZONING R-8-CD

BLOCK 1

WINDING SPRING DRIVE
VARIABLE WIDTH PUBLIC R/W
118,866 SF / 2.731 AC

BLOCK 2

BLOCK 3

BLOCK 4

BLOCK 11
0.419 ACRES
18234 SQ.FT.

OS-6
OPEN SPACE
0.173 ACRES
7522 SQ.FT.

BLOCK 10
0.501 ACRES
21813 SQ.FT.

BLOCK 5

BLOCK 14
0.374 ACRES
16312 SQ.FT.

BLOCK 7

BLOCK 15
0.275 ACRES
11987 SQ.FT.

BLOCK 12
0.473 ACRES
20607 SQ.FT.

BLOCK 13
0.524 ACRES
22833 SQ.FT.

OS-7
OPEN SPACE
6.267 ACRES
272895 SQ.FT.

N/F
TOLEDO BUILDERS LLC
PIN# 982541625
DB 6800/1108
PB 38/107
ZONING R-8 (CD)
SINGLE-FAMILY RESIDENTIAL

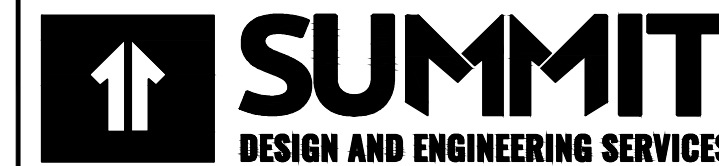
PRELIMINARY PLAT
FOR REVIEW 11/21/2024

PROFESSIONAL LAND SURVEYOR LIC. NUMBER L-4544
SUMMIT DESIGN AND ENGINEERING SERVICES, INC.
LICENSE NUMBER P-0339

7			
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3			
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1			
REVISIONS		DATE	BY

FINAL MAJOR SUBDIVISION PLAT OF OAKWOOD PHASE 1B

CITY OF MEBANE, ORANGE CO., NORTH CAROLINA
PROPERTY AS DESCRIBED IN DB 6744/1296 SHOWN HEREON
STANDING IN THE NAME OF
MERITAGE HOMES OF THE CAROLINAS



License #: P-0339
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PROJECT ENGINEER:
SURVEY PROJECT MGR: RAH
DRAWN BY: JRW / RAH
SURVEYED BY: TD
CHECKED BY: WHM

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PROJECT NO.
19-0139
DRAWING NAME
19-0139_PH1B

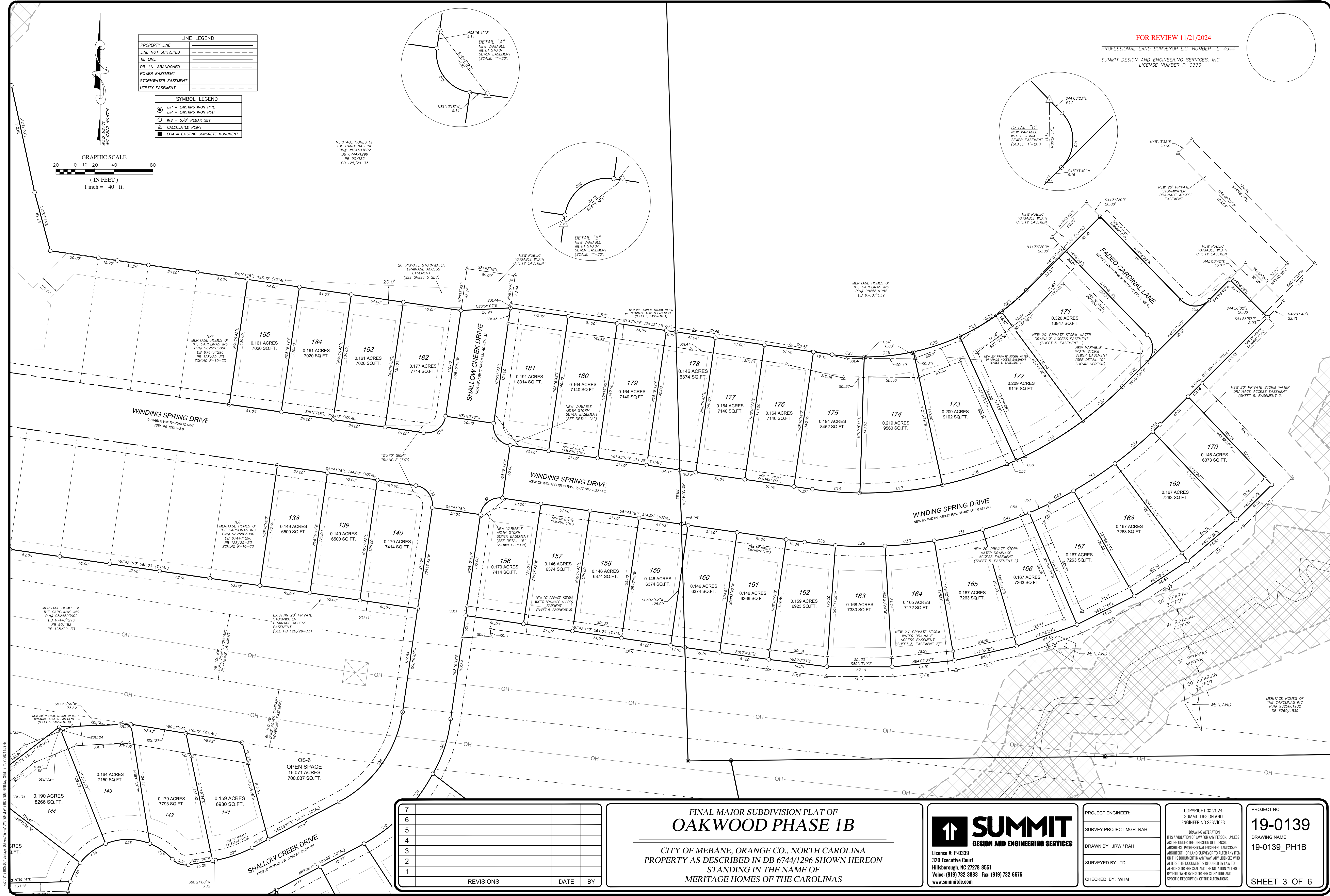
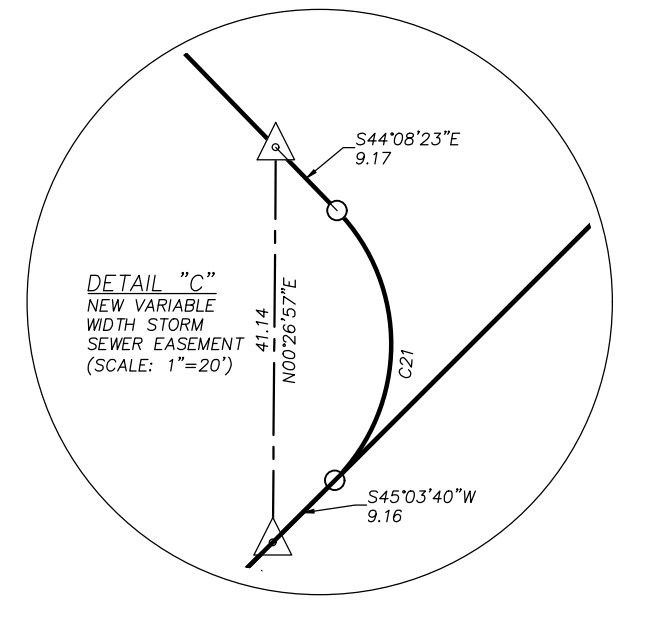
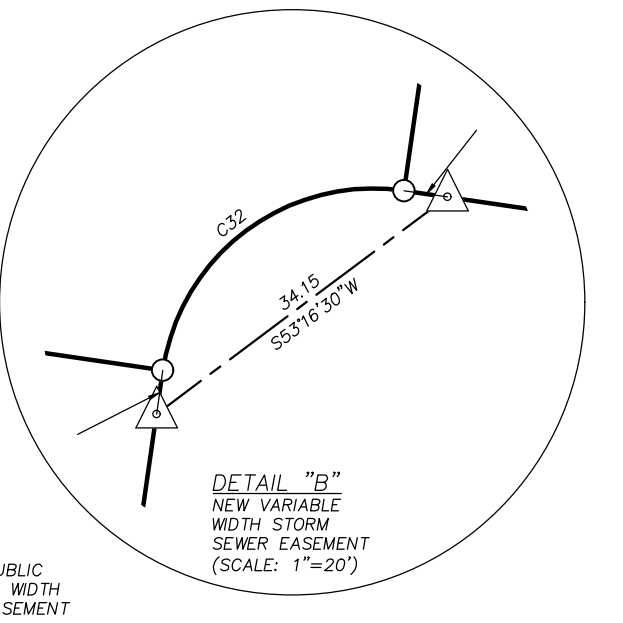
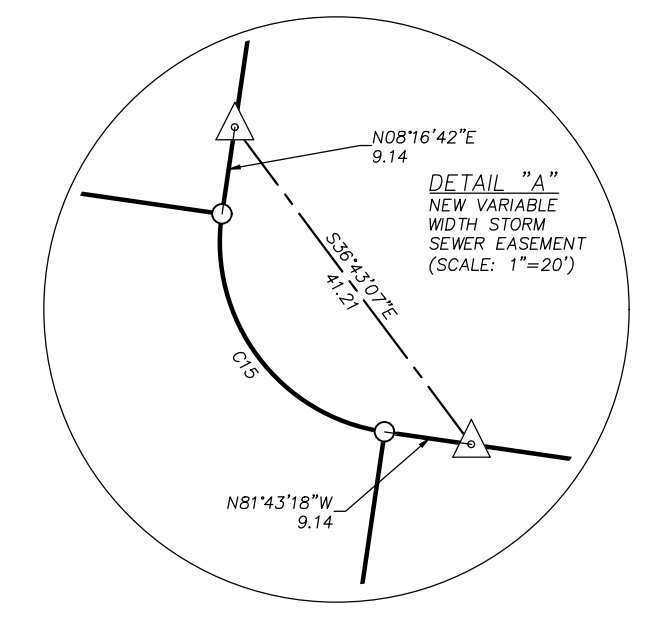
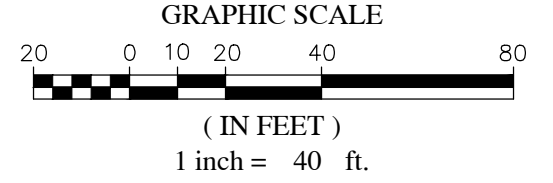
SHEET 2 OF 6

FOR REVIEW 11/21/2024

PROFESSIONAL LAND SURVEYOR LIC. NUMBER L-4544
SUMMIT DESIGN AND ENGINEERING SERVICES, INC.
LICENSE NUMBER P-0339

LINE LEGEND	
PROPERTY LINE	
LINE NOT SURVEYED	
TIE LINE	
PR. LN. ABANDONED	
POWER EASEMENT	
STORMWATER EASEMENT	
UTILITY EASEMENT	

SYMBOL LEGEND	
●	EXISTING IRON PIPE
○	EXISTING IRON ROD
○	5/8" REBAR SET
△	CALCULATED POINT
■	EXISTING CONCRETE MONUMENT



7			
6			
5			
4			
3			
2			
1			
REVISIONS		DATE	BY

FINAL MAJOR SUBDIVISION PLAT OF
OAKWOOD PHASE 1B
CITY OF MEBANE, ORANGE CO., NORTH CAROLINA
PROPERTY AS DESCRIBED IN DB 6744/1296 SHOWN HEREON
STANDING IN THE NAME OF
MERITAGE HOMES OF THE CAROLINAS

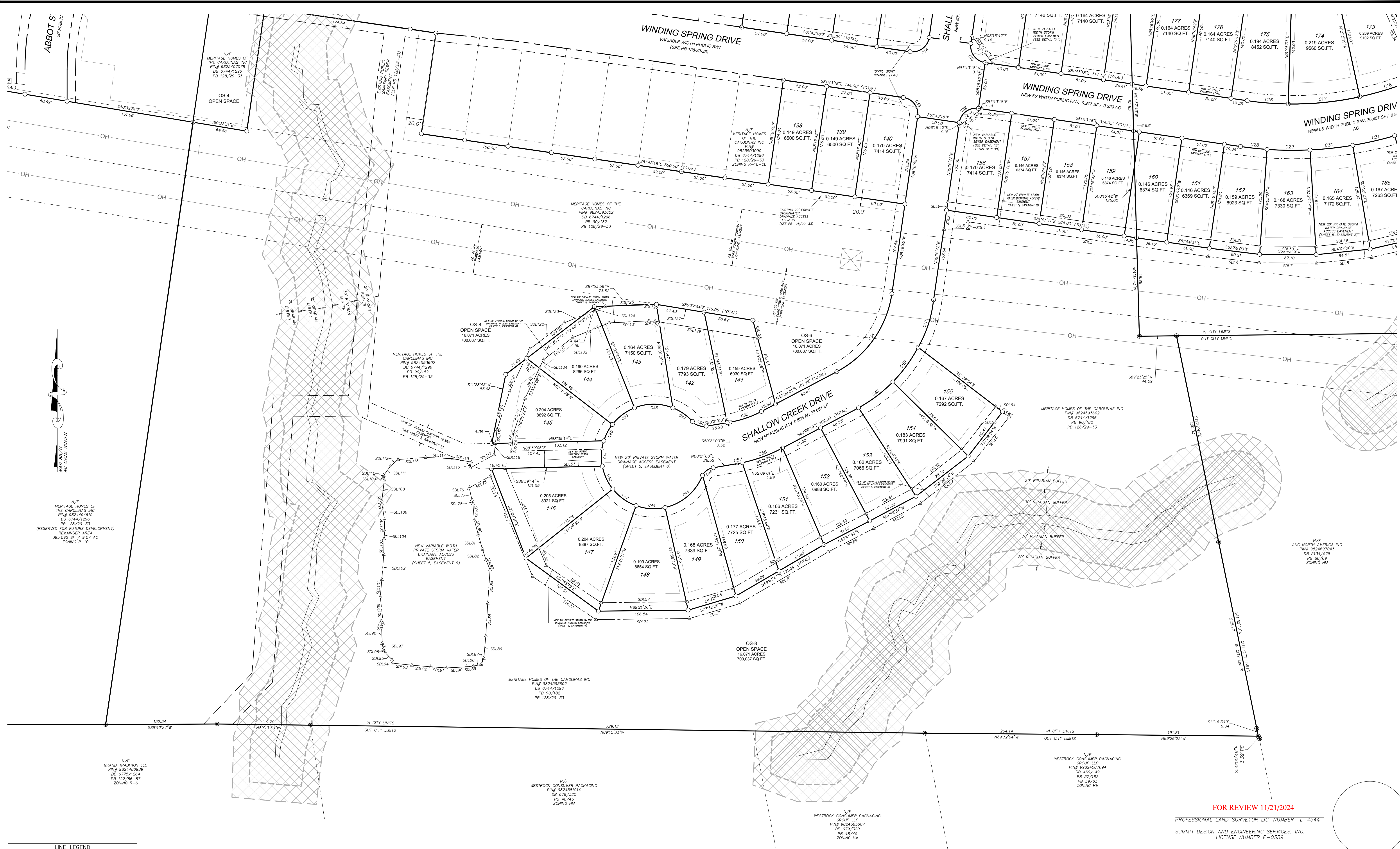
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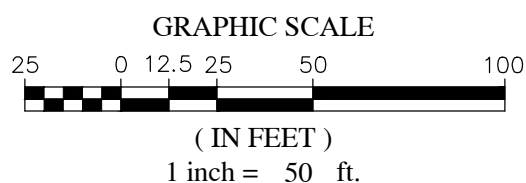
PROJECT NO.
19-0139
DRAWING NAME
19-0139_PH1B
SHEET 3 OF 6

11/20/2024 10:50 AM Project: Oakwood Phase 1B, 11/20/2024 10:50 AM, SHEET: 11/20/2024 10:50 AM



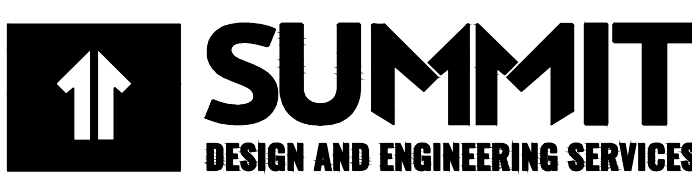
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PROPERTY LINE	
LINE NOT SURVEYED	
TIE LINE	
PR. LN. ABANDONED	
POWER EASEMENT	
STORMWATER EASEMENT	
UTILITY EASEMENT	

SYMBOL LEGEND	
●	EXISTING IRON PIPE
—	EXISTING IRON ROD
○	5/8" REBAR SET
○	CALCULATED POINT
■	EXISTING CONCRETE MONUMENT



7			
6			
5			
4			
3			
2			
1			
REVISIONS		DATE	BY

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OAKWOOD PHASE 1B
CITY OF MEBANE, ORANGE CO., NORTH CAROLINA
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DRAWN BY: JRW / RAH
SURVEYED BY: TD
CHECKED BY: WHM

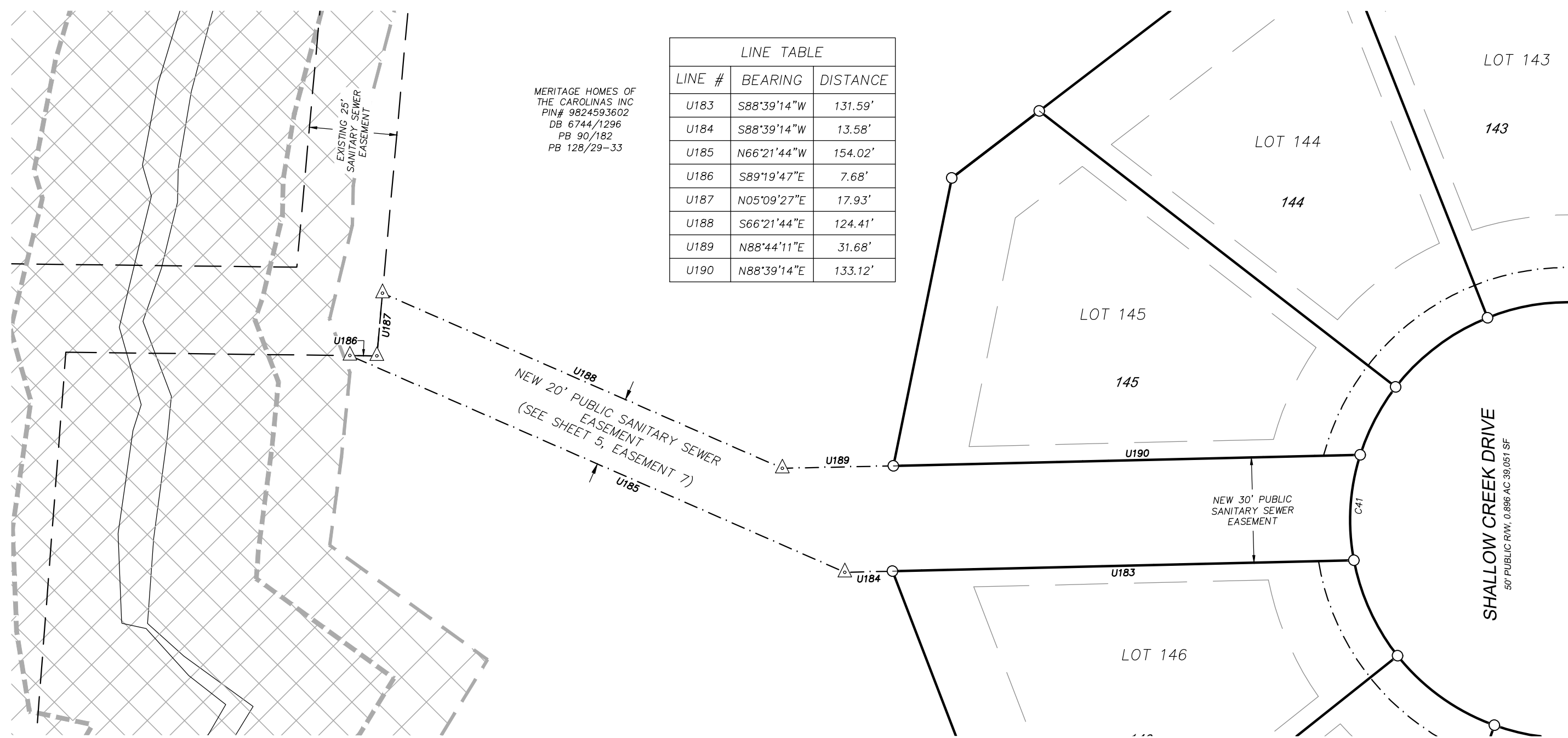
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SUMMIT DESIGN AND
ENGINEERING SERVICES
DRAWING ALTERATION
IT IS A VIOLATION OF LAW FOR ANY PERSON, UNLESS
ACTING UNDER THE DIRECTION OF LICENSED
ARCHITECT, PROFESSIONAL ENGINEER, LANDSCAPE
ARCHITECT, OR LAND SURVEYOR TO ALTER ANY ITEM
ON THIS DOCUMENT IN ANY WAY. ANY LICENSEE WHO
ALTERS THIS DOCUMENT IS REQUIRED BY LAW TO
AFFIX HIS OR HER SEAL AND THE NOTATION "ALTERED
BY" FOLLOWED BY HIS OR HER SIGNATURE AND
SPECIFIC DESCRIPTION OF THE ALTERATIONS.

PROJECT NO.
19-0139
DRAWING NAME
19-0139_PH1B
SHEET 4 OF 6

FOR REVIEW 11/21/2024
PROFESSIONAL LAND SURVEYOR LIC. NUMBER L-4544
SUMMIT DESIGN AND ENGINEERING SERVICES, INC.
LICENSE NUMBER P-0339

SANITARY SEWER EASEMENT 7

DETAIL SCALE: 1" = 30'



EASEMENT 1

LINE TABLE		
LINE #	BEARING	DISTANCE
SDL34	N24°28'08"W	116.23'
SDL35	S68°39'44"W	45.47'
SDL36	S89°32'51"W	57.20'
SDL37	S89°32'51"W	20.63'
SDL38	N76°28'09"W	34.54'
SDL40	N81°06'30"W	76.48'
SDL41	N81°06'30"W	23.21'
SDL42	N81°43'18"W	189.79'
SDL43	N08°16'42"E	15.64'
SDL44	N08°16'42"E	4.36'
SDL45	S81°43'18"E	189.90'
SDL46	S81°06'30"E	100.61'
SDL47	S76°28'09"E	58.53'
SDL48	N89°32'51"E	18.97'
SDL49	N89°32'51"E	52.18'
SDL50	N89°32'51"E	0.54'
SDL51	N68°39'44"E	49.93'
SDL52	N53°37'25"E	72.88'

EASEMENT 2

LINE TABLE		
LINE #	BEARING	DISTANCE
SDL1	S08°14'34"W	10.00'
SDL2	S08°16'42"W	23.05'
SDL3	N87°34'03"E	28.93'
SDL4	N01°08'21"W	7.80'
SDL5	S81°45'26"E	287.96'
SDL6	S82°58'03"E	60.91'
SDL7	S89°43'19"E	68.23'
SDL8	N84°07'00"E	65.66'
SDL9	N77°03'32"E	67.04'
SDL10	N70°15'34"E	67.01'
SDL11	N63°27'35"E	67.01'
SDL12	N56°39'37"E	67.01'
SDL13	N49°51'39"E	66.82'
SDL14	N45°14'50"E	71.21'
SDL15	N43°32'20"W	135.10'

LINE TABLE		
LINE #	BEARING	DISTANCE
SDL16	S45°03'46"W	20.01'
SDL17	S43°32'20"E	115.04'
SDL18	S45°14'50"W	50.82'
SDL19	S49°51'39"W	64.83'
SDL20	S56°39'37"W	64.64'
SDL21	S63°27'35"W	54.62'
SDL22	N23°08'25"W	98.94'
SDL23	N14°45'56"E	20.33'
SDL26	S23°08'25"E	114.50'
SDL27	S70°15'34"W	57.68'
SDL28	S77°03'32"W	64.61'
SDL29	S84°07'00"W	63.35'
SDL30	N89°43'19"W	65.98'
SDL31	N82°58'03"W	59.52'
SDL32	N81°45'26"W	314.89'

EASEMENT 3

LINE TABLE		
LINE #	BEARING	DISTANCE
SDL138	N22°09'57"E	10.61'
SDL139	N01°58'56"E	88.68'
SDL200	N81°33'07"W	11.34'
SDL201	S85°53'21"E	33.34'
SDL202	S85°53'21"E	31.19'
SDL203	N85°42'19"W	27.82'
SDL204	N03°06'55"E	20.00'
SDL205	S88°06'22"W	28.11'
SDL206	N85°38'21"W	32.36'
SDL207	N85°13'30"E	57.68'
SDL208	N88°41'58"W	45.60'
SDL209	S09°04'15"W	12.45'
SDL210	S01°26'00"W	31.82'
SDL211	S01°08'28"W	30.57'
SDL212	S30°22'10"E	10.06'

EASEMENT 4

LINE TABLE		
LINE #	BEARING	DISTANCE
SDL198	S54°05'09"E	18.28'
SDL199	S09°04'15"W	9.93'
SDL200	N81°33'07"W	43.48'
SDL201	S85°53'21"E	33.34'
SDL202	S85°53'21"E	31.19'
SDL203	N88°05'38"E	57.03'
SDL204	S01°41'02"W	20.05'
SDL205	S88°06'22"W	56.87'
SDL206	N85°38'21"W	32.36'
SDL207	N85°13'30"E	32.81'
SDL208	N88°41'58"W	45.60'
SDL209	S09°04'15"W	12.45'
SDL210	S01°26'00"W	31.82'
SDL211	S01°08'28"W	30.57'
SDL212	S30°22'10"E	10.06'

EASEMENT 5

LINE TABLE		
LINE #	BEARING	DISTANCE
SDL151	S01°05'47"W	12.41'
SDL152	N01°05'47"E	10.27'
SDL153	S01°05'47"W	20.19'
SDL154	N83°16'31"E	37.98'
SDL155	S88°04'53"E	24.23'
SDL156	N86°32'07"E	36.25'
SDL157	N52°35'34"E	7.96'
SDL158	N02°16'19"E	14.81'
SDL159	N00°18'05"W	53.81'
SDL160	N01°30'18"W	75.67'
SDL161	N78°41'53"W	100.19'
SDL162	S01°05'47"W	20.32'
SDL163	N78°41'53"W	111.77'
SDL164	N01°05'47"E	7.47'
SDL165	N62°33'44"W	9.29'
SDL166	N01°30'18"W	81.66'
SDL167	N00°18'05"W	53.67'
SDL168	N02°16'54"W	24.85'
SDL169	N52°35'34"E	18.91'
SDL170	N52°35'34"E	5.53'

LINE TABLE		
LINE #	BEARING	DISTANCE
SDL171	N86°32'07"E	43.30'
SDL172	S88°04'53"E	23.66'
SDL173	N01°05'47"E	6.95'

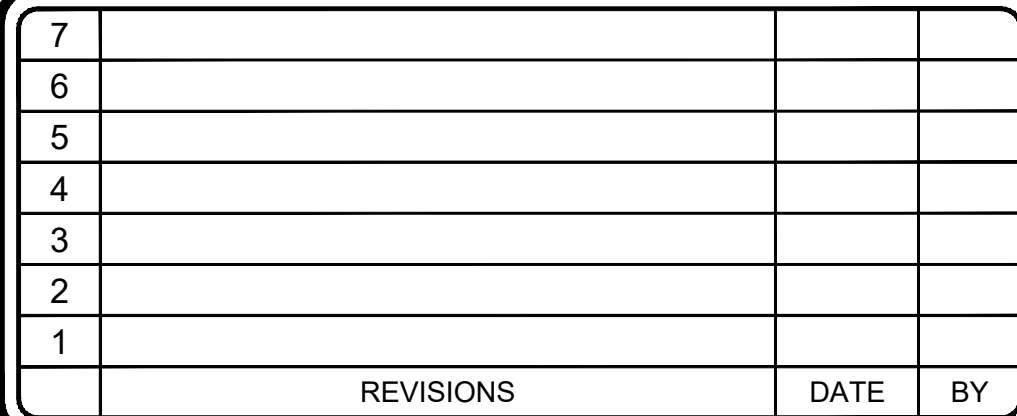
EASEMENT 6

LINE TABLE		
LINE #	BEARING	DISTANCE
SDL53	S88°39'14"W	115.14'
SDL54	S22°47'34"E	102.42'
SDL55	S22°47'34"E	22.45'
SDL56	S55°45'23"E	78.71'
SDL57	N89°21'36"E	102.01'
SDL58	N73°32'30"E	56.53'
SDL59	N59°41'47"E	120.09'
SDL60	N62°41'53"E	61.26'
SDL61	N61°52'34"E	61.25'
SDL62	N51°53'13"E	75.67'
SDL63	N38°24'23"E	65.47'
SDL64	S52°32'56"E	10.00'
SDL65	S51°35'37"E	10.00'
SDL66	S38°24'23"W	68.00'
SDL67	S51°53'13"W	79.78'
SDL68	S61°52'34"W	63.14'
SDL69	S62°41'53"W	60.88'
SDL70	S59°41'47"W	121.99'
SDL71	S73°32'30"W	61.74'
SDL72	S89°21'36"W	111.07'
SDL73	N55°45'23"W	90.91'
SDL74	N22°47'34"W	129.29'
SDL75	S60°59'47"W	28.45'
SDL76	S08°20'10"E	2.41'
SDL77	S12°37'13"E	12.25'
SDL78	S13°19'42"E	4.98'
SDL79	S04°58'48"E	19.12'
SDL80	S15°03'36"E	18.14'
SDL81	S16°05'27"E	18.14'
SDL82	S18°22'44"E	12.97'
SDL83	S21°55'25"E	12.97'
SDL84	S03°58'57"W	39.60'
SDL85	S03°16'47"W	39.10'
SDL86	S05°19'06"W	26.48'
SDL87	S21°37'02"W	8.06'
SDL88	S79°22'31"W	9.52'
SDL89	S83°08'32"W	8.17'
SDL90	S86°54'22"W	24.09'
SDL91	N85°53'12"W	18.49'
SDL92	N85°02'50"W	22.43'
SDL93	N83°56'53"W	23.31'
SDL94	N04°35'40"W	4.04'

LINE TABLE		
LINE #	BEARING	DISTANCE
SDL95	N44°30'20"W	11.24'
SDL96	N30°19'33"W	5.16'
SDL97	N09°57'44"W	7.15'
SDL98	N02°15'50"W	18.46'
SDL99	N22°48'51"E	5.03'
SDL100	N06°11'40"W	32.21'
SDL101	N05°04'33"E	20.78'
SDL102	N04°11'21"E	29.82'
SDL103	N01°51'51"E	18.60'
SDL104	N04°41'10"E	9.14'
SDL105	N00°36'54"W	13.26'
SDL106	N09°34'52"W	19.25'
SDL107	N00°36'54"W	3.43'
SDL108	N06°43'29"E	25.04'
SDL109	N20°11'34"W	3.10'
SDL110	N06°08'31"E	2.51'
SDL111	N36°10'44"E	13.87'
SDL112	N48°55'32"E	11.79'
SDL113	N85°36'16"E	32.78'
SDL114	S87°24'22"E	32.28'
SDL115	S79°39'57"E	22.31'
SDL116	S09°46'17"W	7.20'
SDL117	N60°59'47"E	32.51'
SDL118	N06°24'12"E	13.58'
SDL119	N06°24'12"E	16.48'
SDL120	N18°20'22"E	47.10'
SDL121	N25°24'08"E	56.47'
SDL122	N52°42'33"E	51.30'
SDL123	N68°05'57"E	40.32'
SDL124	N68°05'57"E	12.35'
SDL125	N86°58'24"E	51.78'
SDL126	S86°08'01"E	9.58'
SDL127	S80°37'54"E	115.25'
SDL128	S15°05'26"E	21.97'
SDL129	N80°37'54"W	123.38'
SDL130	N86°08'01"W	7.42'
SDL131	S86°58'24"W	47.25'
SDL132	S68°05'57"W	46.65'
SDL133	S52°42'33"W	43.73'
SDL134	S25°24'08"W	10.77'

CURVE'S FOR SHEET'S 1, 2, 3 & 4

CURVE TABLE						
CURVE #	RADIUS	LENGTH	DELTA	TANGENT	CHORD BEARING	CHORD
C1	18.00'	27.03'	86°02'26"	16.80'	N46° 01' 54"W	24.56'
C2	62.13'	14.48'	132°1'22"	7.27'	S09° 42' 13"E	14.45'
C3	62.00'	213.95'	197°43'14"	397.73'	N64° 44' 37"E	122.52'
C4	62.00'	59.16'	54°0'26"	32.05'	N61° 27' 13"W	56.94'
C5	20.00'	31.35'	89°48'26"	19.93'	S43° 48' 26"E	28.24'
C6	20.00'	31.48'	90°11'28"	20.07'	S46° 11' 31"W	28.33'
C7	206.00'	33.91'	9°25'51"	16.99'	N05° 48' 42"E	33.87'
C8	206.00'	7.20'	2°00'07"	3.60'	N12° 03' 39"E	7.20'
C9	206.00'	31.00'	8°37'17"	15.33'	N17° 22' 22"E	30.97'
C10	156.00'	56.05'	20°35'14"	28.33'	N11° 23' 24"E	55.75'
C11	20.00'	29.52'	84°34'00"	18.19'	N63° 58' 01"E	26.91'
C12	330.00'	80.56'	13°59'14"	40.48'	N80° 44' 36"W	80.36'
C13	265.00'	241.05'	52°07'01"	129.58'	S55° 38' 53"E	232.82'
C14	20.00'	31.42'	90°00'00"	20.00'	N53° 16' 42"E	28.28'
C15	20.00'	31.42'	90°00'00"	20.00'	S36° 43' 18"E	28.28'
C16	375.00'	48.92'	7°28'29"	24.50'	S85° 27' 32"E	48.89'
C17	375.00'	85.47'	13°03'32"	42.92'	N84° 16' 27"E	85.29'
C18	375.00'	79.94'	12°12'49"	40.12'	N71° 38' 16"E	79.79'
C19	375.00'	80.06'	12°13'54"	40.18'	N59° 24' 55"E	79.90'
C20	375.00'	53.92'	8°14'17"	27.01'	N49° 10' 49"E	53.87'
C21	20.00'	31.14'	89°12'03"	19.72'	N00° 27' 39"E	28.09'
C22	20.00'	31.69'	90°47'57"	20.28'	S89° 32' 21"E	28.48'
C23	235.00'	33.79'	8°14'17"	16.92'	N49° 10' 49"E	33.76'
C24	235.00'	50.17'	12°13'54"	25.18'	N59° 24' 55"E	50.07'
C25	235.00'	50.09'	12°12'49"	25.14'	N71° 38' 16"E	50.00'
C26	235.00'	51.10'	12°27'36"	25.65'	N83° 58' 29"E	51.00'
C27	235.00'	33.12'	8°04'26"	16.59'	S85° 45' 31"E	33.09'
C28	430.00'	31.68'	4°13'14"	15.85'	S83° 49' 55"E	31.67'
C29	430.00'	51.03'	6°47'58"	25.54'	S89° 20' 31"E	51.00'
C30	430.00'	51.03'	6°47'58"	25.54'	N83° 51' 30"E	51.00'
C31	430.00'	51.03'	6°47'58"	25.54'	N77° 03' 32"E	51.00'
C32	20.00'	31.42'	90°00'00"	20.00'	S53° 16' 42"W	28.28'
C33	20.00'	31.42'	90°00'00"	20.00'	N36° 43' 18"W	28.28'
C34	125.00'	117.53'	53°52'18"	63.51'	N35° 12' 52"E	113.25'
C35	125.00'	39.71'	18°11'59"	20.02'	N71° 15' 00"E	39.54'
C36	18.00'	18.06'	57°29'11"	9.87'	S70° 54' 25"E	17.31'
C37	62.00'	28.53'	26°22'01"	14.52'	N55° 20' 50"W	28.28'
C38	60.66'	46.66'	44°04'21"	24.55'	S89° 58' 32"W	45.52'
C39	62.39'	33.19'	30°28'44"	17.00'	S53° 01' 33"W	32.80'
C40	62.00'	21.93'	20°16'10"	11.08'	S27° 36' 28"W	21.82'
C41	61.26'	30.42'	28°26'45"	15.53'	S03° 25' 21"W	30.10'
C42	62.00'	30.19'	27°53'49"	15.40'	S24° 34' 35"E	29.89'
C43	62.14'	34.42'	31°44'07"	17.66'	S54° 24' 34"E	33.98'
C44	60.46'	34.99'	33°09'35"	18.00'	S86° 30' 03"E	34.50'
C45	62.00'	58.97'	54°29'51"	31.93'	N50° 06' 44"E	56.77'
C46	18.00'	16.08'	51°11'37"	8.62'	S54° 45' 11"W	15.55'
C47	430.00'	51.03'	6°47'58"	25.54'	N70° 15' 34"E	51.00'
C48	175.00'	51.18'	16°45'26"	25.78'	N52° 53' 45"E	51.00'
C49	430.00'	51.03'	6°47'58"	25.54'	N63° 27' 35"E	51.00'
C50	139.05'	59.67'	24°35'17"	30.30'	N18° 01' 09"E	59.22'



PROJECT NO.
19-0139
DRAWING NAME
19-0139_PH1B
SHEET 6 OF 6

CURVE TABLE						
CURVE #	RADIUS	LENGTH	DELTA	TANGENT	CHORD BEARING	CHORD
C(U200)	265.00'	66.11'	141°17'36"	33.23'	S74° 33' 27"E	65.94'
C(U201)	265.00'	20.04'	47°9'57"	10.02'	S65° 13' 29"E	20.03'
C(U202)	62.00'	29.26'	27°02'17"	14.91'	S39° 45' 33"E	28.99'
C(U203)	62.00'	10.65'	9°50'39"	5.34'	S21° 19' 05"E	10.64'



AGENDA ITEM #4B

Contract for 2024-25 Audit

Meeting Date

March 3, 2025

Presenter

Daphna Schwartz

Public Hearing

Yes ☐ No ☒

Summary

Stout, Stuart, McGowen & King, LLP has presented an engagement contract for an audit of the City's financial records for the fiscal year ending June 30, 2025. Approval of this contract is requested, subject to approval by the Local Government Commission of the State Treasurer's Office.

Background

North Carolina General Statute §159-34 requires an annual audit of governmental units by an independent audit firm at the conclusion of each fiscal year. For the past five years, in keeping with best practice recommendations, the City has engaged with one firm, Cobb, Ezekiel Loy & Co, for assistance in the preparation of the financial statements and with another, Stout, Stuart, McGowen & King, for the audit itself. The cost for last year's audit was \$29,900. The proposed fee for FY24-25 is \$31,695; a 6% increase. This is justified due to the increasing complexity of the City's finances, as well as inflation. The actual cost will depend on the work required for the audit.

Financial Impact

The amount needed for the contract is included in the proposed 2025-26 budget.

Recommendation

Staff recommends approval of the contract as presented.

Suggested Motion

I move to approve the contract as presented.

Attachments

1. Contract to audit accounts
2. Engagement Letter

The	Governing Board
of	City Council
and	Primary Government Unit
	City of Mebane
	Discretely Presented Component Unit (DPCU) (if applicable)

Primary Government Unit, together with DPCU (if applicable), hereinafter referred to as Governmental Unit(s)

and	Auditor Name
	STOUT STUART MCGOWEN & KING, LLP
	Auditor Address
	P.O. Box 1440, Burlington, NC 27216-1440

Hereinafter referred to as Auditor

for	Fiscal Year Ending	Date Audit Will Be Submitted to LGC
	06/30/25	12/31/25

Must be within six months of FYE

hereby agree as follows:

1. The Auditor shall audit all statements and disclosures required by U.S. generally accepted auditing standards (GAAS) and additional required legal statements and disclosures of all funds and/or divisions of the Governmental Unit(s). The non-major combining, and individual fund statements and schedules shall be subjected to the auditing procedures applied in the audit of the basic financial statements and an opinion shall be rendered in relation to (as applicable) the governmental activities, the business-type activities, the aggregate DPCUs, each major governmental and enterprise fund, and the aggregate remaining fund information (non-major government and enterprise funds, the internal service fund type, and the fiduciary fund types). The basic financial statements shall include budgetary comparison information in a budgetary comparison statement, rather than as RSI, for the General Fund and any annually budgeted Special Revenue funds.

2. At a minimum, the Auditor shall conduct the audit and render the report in accordance with GAAS. If the Governmental Unit expended \$100,000 or more in combined Federal and State financial assistance during the reporting period, the Auditor shall perform the audit in accordance with *Government Auditing Standards* (GAGAS). The Governmental Unit is subject to federal single audit requirements in accordance with Title 2 US Code of Federal Regulations Part 200 *Uniform Administration Requirements, Cost Principles, and Audit Requirements for Federal Awards*, Subpart F (*Uniform Guidance*) and the State Single Audit Implementation Act. Currently the threshold is \$750,000 for a federal single audit and \$500,000 for a State Single Audit. This audit and all associated audit documentation may be subject to review by Federal and State agencies in accordance with Federal and State laws, including the staffs of the Office of State Auditor (OSA) and the Local Government Commission (LGC). If the audit requires a federal single audit in accordance with the Uniform Guidance (§200.501) the Auditor and Governmental Unit(s) should discuss, in advance of the execution of this contract, the responsibility for submission of the audit and the accompanying data collection form to the Federal Audit Clearinghouse as required under the Uniform Guidance (§200.512) to ensure proper submission.

Effective for audits of fiscal years beginning on or after June 30, 2023, the LGC will allow auditors to consider whether a unit qualifies as a State low-risk auditee. Please refer to "Discussion of Single Audits in North Carolina" on the LGC's website for more information.

If the audit and Auditor communication are found in this review to be substandard, the results of the review may be forwarded to the North Carolina State Board of CPA Examiners (NC State Board).

3. If an entity is determined to be a component of another government as defined by the group audit standards, the entity's auditor shall make a good faith effort to comply in a timely manner with the requests of the group auditor in accordance with AU-6 §600.41 - §600.42.
4. This contract contemplates an unmodified opinion being rendered. If during the process of conducting the audit, the Auditor determines that it will not be possible to render an unmodified opinion on the financial statements of the unit, the Auditor shall contact the LGC Staff to discuss the circumstances leading to that conclusion as soon as is practical and before the final report is issued. The audit shall include such tests of the accounting records and such other auditing procedures as are considered by the Auditor to be necessary in the circumstances. Any limitations or restrictions in scope which would lead to a qualification should be fully explained in an attachment to this contract.
5. If this audit engagement is subject to the standards for audit as defined in *Government Auditing Standards*, 2018 revision, issued by the Comptroller General of the United States, then by accepting this engagement, the Auditor warrants that he/she has met the requirements for a peer review and continuing education as specified in *Government Auditing Standards*. The Auditor agrees to provide a copy of the most recent peer review report to the Governmental Unit(s) and the Secretary of the LGC prior to the execution of an audit contract. Subsequent submissions of the report are required only upon report expiration or upon auditor's receipt of an updated peer review report. If the audit firm received a peer review rating other than pass, the Auditor shall not contract with the Governmental Unit(s) without first contacting the Secretary of the LGC for a peer review analysis that may result in additional contractual requirements.

If the audit engagement is not subject to *Government Auditing Standards* or if financial statements are not prepared in accordance with U.S. generally accepted accounting principles (GAAP) and fail to include all disclosures required by GAAP, the Auditor shall provide an explanation as to why in an attachment to this contract or in an amendment.

6. It is agreed that time is of the essence in this contract. All audits are to be performed and the report of audit submitted to LGC Staff within six months of fiscal year end. If it becomes necessary to amend the audit fee or the date that the audit report will be submitted to the LGC, an amended contract along with a written explanation of the change shall be submitted to the Secretary of the LGC for approval.
7. It is agreed that GAAS include a review of the Governmental Unit's (Units') systems of internal control and accounting as same relate to accountability of funds and adherence to budget and law requirements applicable thereto; that the Auditor shall make a written report, which may or may not be a part of the written report of audit, to the Governing Board setting forth his/her findings, together with his recommendations for improvement. That written report shall include all matters defined as "significant deficiencies and material weaknesses" in AU-C 265 of the *AICPA Professional Standards (Clarified)*. The Auditor shall file a copy of that report with the Secretary of the LGC.

For GAAS or *Government Auditing Standards* audits, if an auditor issues an AU-C §260 report, commonly referred to as "Governance Letter," LGC staff does not require the report to be submitted unless the auditor cites significant findings or issues from the audit, as defined in AU-C §260.12 - .14. This would include issues such as difficulties encountered during the audit, significant or unusual transactions, uncorrected misstatements, matters that are difficult or contentious reviewed with those charged with governance, and other significant matters. If matters identified during the audit were required to be reported as described in AU-C §260.12-.14 and were communicated in a method other than an AU-C §260 letter, the written documentation must be submitted.

8. All local government and public authority contracts for audit or audit-related work require the approval of the Secretary of the LGC. This includes annual or special audits, agreed upon procedures related to internal controls, bookkeeping or other assistance necessary to prepare the Governmental Unit's records for audit, financial statement preparation, any finance-related investigations, or any other audit-related work in the State of North Carolina. Approval is also required for the Alternative Compliance Examination Engagement for auditing the Coronavirus State and Local Fiscal Recovery Funds expenditures as allowed by US Treasury. Approval is not required on audit contracts and invoices for system improvements and similar services of a non-auditing nature.
9. Invoices for services rendered under these contracts shall not be paid by the Governmental Unit(s) until the invoice has been approved by the Secretary of the LGC. This also includes any progress billings [G.S. 159-34 and 115C-447]. All invoices for audit work shall be submitted in PDF format to the Secretary of the LGC for approval. The invoice marked 'approved' with approval date shall be returned to the Auditor to present to the Governmental Unit(s) for payment. This paragraph is not applicable to contracts for audits of hospitals.
10. In consideration of the satisfactory performance of the provisions of this contract, the Governmental Unit(s) shall pay to the Auditor, upon approval by the Secretary of the LGC if required, the fee, which includes any costs the Auditor may incur from work paper or peer reviews or any other quality assurance program required by third parties (federal and state grantor and oversight agencies or other organizations) as required under the Federal and State Single Audit Acts. This does not include fees for any pre-issuance reviews that may be required by the NC Association of CPAs (NCACPA) Peer Review Committee or NC State Board of CPA Examiners (see Item 13).
11. If the Governmental Unit(s) has/have outstanding revenue bonds, the Auditor shall submit to LGC Staff, either in the notes to the audited financial statements or as a separate report, a calculation demonstrating compliance with the revenue bond rate covenant. Additionally, the Auditor shall submit to LGC Staff simultaneously with the Governmental Unit's (Units') audited financial statements any other bond compliance statements or additional reports required by the authorizing bond documents, unless otherwise specified in the bond documents.
12. After completing the audit, the Auditor shall submit to the Governing Board a written report of audit. This report shall include, but not be limited to, the following information: (a) Management's Discussion and Analysis, (b) the financial statements and notes of the Governmental Unit(s) and all of its component units prepared in accordance with GAAP, (c) supplementary information requested by the Governmental Unit(s) or required for full disclosure under the law, and (d) the Auditor's opinion on the material presented. The Auditor shall furnish the required number of copies of the report of audit to the Governing Board upon completion.
13. If the audit firm is required by the NC State Board, the NCACPA Peer Review Committee, or the Secretary of the LGC to have a pre-issuance review of its audit work, there shall be a statement in the engagement letter indicating the pre-issuance review requirement. There also shall be a statement that the Governmental Unit(s) shall not be billed for the pre-issuance review. The pre-issuance review shall be performed prior to the completed audit being submitted to LGC Staff. The pre-issuance review report shall accompany the audit report upon submission to LGC Staff.

14. The Auditor shall submit the report of audit in PDF format to LGC Staff. For audits of units other than hospitals, the audit report should be submitted when (or prior to) submitting the final invoice for services rendered. The report of audit, as filed with the Secretary of the LGC, becomes a matter of public record for inspection, review and copy in the offices of the LGC by any interested parties. Any subsequent revisions to these reports shall be sent to the Secretary of the LGC. These audited financial statements, excluding the Auditors' opinion, may be used in the preparation of official statements for debt offerings by municipal bond rating services to fulfill secondary market disclosure requirements of the Securities and Exchange Commission and for other lawful purposes of the Governmental Unit(s) without requiring consent of the Auditor. If the LGC Staff determines that corrections need to be made to the Governmental Unit's (Units') financial statements and/or the compliance section, those corrections shall be provided within three business days of notification unless another deadline is agreed to by LGC Staff.

15. Should circumstances disclosed by the audit call for a more detailed investigation by the Auditor than necessary under ordinary circumstances, the Auditor shall inform the Governing Board in writing of the need for such additional investigation and the additional compensation required therefore. Upon approval by the Secretary of the LGC, this contract may be modified or amended to include the increased time, compensation, or both as may be agreed upon by the Governing Board and the Auditor.

16. If an approved contract needs to be modified or amended for any reason, the change shall be made in writing and pre-audited if the change includes a change in audit fee (pre-audit requirement does not apply to hospitals). This amended contract shall be completed in full, including a written explanation of the change, signed and dated by all original parties to the contract. It shall then be submitted to the Secretary of the LGC for approval. No change to the audit contract shall be effective unless approved by the Secretary of the LGC.

17. A copy of the engagement letter, issued by the Auditor and signed by both the Auditor and the Governmental Unit(s), shall be attached to this contract, and except for fees, work, and terms not related to audit services, shall be incorporated by reference as if fully set forth herein as part of this contract. In case of conflict between the terms of the engagement letter and the terms of this contract, the terms of this contract shall take precedence. Engagement letter terms that conflict with the contract are deemed to be void unless the conflicting terms of this contract are specifically deleted in Item 30 of this contract. Engagement letters containing indemnification clauses shall not be accepted by LGC Staff.

18. Special provisions should be limited. Please list any special provisions in an attachment.

19. A separate contract should not be made for each division to be audited or report to be submitted. If a DPCU is subject to the audit requirements detailed in the Local Government Budget and Fiscal Control Act and a separate audit report is issued, a separate audit contract is required. If a separate report is not to be issued and the DPCU is included in the primary government audit, the DPCU shall be named along with the primary government on this audit contract. DPCU Board approval date, signatures from the DPCU Board chairman and finance officer also shall be included on this contract.

20. The contract shall be executed, pre-audited (pre-audit requirement does not apply to hospitals), and physically signed by all parties including Governmental Unit(s) and the Auditor, then submitted in PDF format to the Secretary of the LGC.

21. The contract is not valid until it is approved by the Secretary of the LGC. The staff of the LGC shall notify the Governmental Unit and Auditor of contract approval by email. The audit should not be started before the contract is approved.

22. Retention of Client Records: Auditors are subject to the NC State Board of CPA Examiners' Retention of Client Records Rule 21 NCAC 08N .0305 as it relates to the provision of audit and other attest services, as well as non-attest services. Clients and former clients should be familiar with the requirements of this rule prior to requesting the return of records.

23. This contract may be terminated at any time by mutual consent and agreement of the Governmental Unit(s) and the Auditor, provided that (a) the consent to terminate is in writing and signed by both parties, (b) the parties have agreed on the fee amount which shall be paid to the Auditor (if applicable), and (c) no termination shall be effective until approved in writing by the Secretary of the LGC.

24. The Governmental Unit's (Units') failure or forbearance to enforce, or waiver of, any right or an event of breach or default on one occasion or instance shall not constitute the waiver of such right, breach or default on any subsequent occasion or instance.

25. There are no other agreements between the parties hereto and no other agreements relative hereto that shall be enforceable unless entered into in accordance with the procedure set out herein and approved by the Secretary of the LGC.

26. E-Verify. Auditor shall comply with the requirements of NCGS Chapter 64 Article 2. Further, if Auditor utilizes any subcontractor(s), Auditor shall require such subcontractor(s) to comply with the requirements of NCGS Chapter 64, Article 2.

27. **Applicable to audits with fiscal year ends of June 30, 2020 and later.** For all non-attest services, the Auditor shall adhere to the independence rules of the AICPA Professional Code of Conduct and *Government Auditing Standards, 2018 Revision* (as applicable). Preparing financial statements in their entirety shall be deemed a "significant threat" requiring the Auditor to apply safeguards sufficient to reduce the threat to an acceptable level. If the Auditor cannot reduce the threats to an acceptable level, the Auditor cannot complete the audit. If the Auditor is able to reduce the threats to an acceptable level, the documentation of this determination, including the safeguards applied, must be included in the audit workpapers.

All non-attest service(s) being performed by the Auditor that are necessary to perform the audit must be identified and included in this contract. The Governmental Unit shall designate an individual with the suitable skills, knowledge, and/or experience (SKE) necessary to oversee the services and accept responsibility for the results of the services performed. If the Auditor is able to identify an individual with the appropriate SKE, s/he must document and include in the audit workpapers how he/she reached that conclusion. If the Auditor determines that an individual with the appropriate SKE cannot be identified, the Auditor cannot perform both the non-attest service(s) and the audit. See "Fees for Audit Services" page of this contract to disclose the person identified as having the appropriate SKE for the Governmental Unit.

28. **Applicable to audits with fiscal year ends of June 30, 2021 and later.** The auditor shall present the audited financial statements including any compliance reports to the government unit's governing body or audit committee in an official meeting in open session as soon as the audited financial statements are available but not later than 45 days after the submission of the audit report to the Secretary. The auditor's presentation to the government unit's governing body or audit committee shall include:

- a) the description of each finding, including all material weaknesses and significant deficiencies, as found by the auditor, and any other issues related to the internal controls or fiscal health of the government unit as disclosed in the management letter, the Single Audit or Yellow Book reports, or any other communications from the auditor regarding internal controls as required by current auditing standards set by the Accounting Standards Board or its successor;
- b) the status of the prior year audit findings;
- c) the values of Financial Performance Indicators based on information presented in the audited financial statements; and
- d) notification to the governing body that the governing body shall develop a "Response to the Auditor's Findings, Recommendations, and Fiscal Matters," if required under 20 NCAC 03 .0508.

29. Information based on the audited financial statements shall be submitted to the Secretary for the purpose of identifying Financial Performance Indicators and Financial Performance Indicators of Concern. See 20 NCAC 03 .0502(c)(6).

30. All of the above paragraphs are understood and shall apply to this contract, except the following numbered paragraphs shall be deleted (See Item 17 for clarification).

31. The process for submitting contracts, audit reports and invoices is subject to change. Auditors and units should use the submission process and instructions in effect at the time of submission. Refer to the N.C. Department of State Treasurer website at <https://www.nctreasurer.com/state-and-local-government-finance-division/local-government-commission/submitting-your-audit>

32. All communications regarding audit contract requests for modification or official approvals will be sent to the email addresses provided on the signature pages that follow.

33. Modifications to the language and terms contained in this contract form (LGC-205) are not allowed.

FEES FOR AUDIT SERVICES

1. For all non-attest services, the Auditor shall adhere to the independence rules of the AICPA Professional Code of Conduct (as applicable) and *Government Auditing Standards, 2018 Revision*. Refer to Item 27 of this contract for specific requirements. The following information must be provided by the Auditor; contracts presented to the LGC without this information will be not be approved.

Financial statements were prepared by: ☐ Auditor ☒ Governmental Unit ☒ Third Party

If applicable: Individual at Governmental Unit designated to have the suitable skills, knowledge, and/or experience (SKE) necessary to oversee the non-attest services and accept responsibility for the results of these services:

Name:

Title and Unit / Company:

Email Address:

OR Not Applicable ☐ (Identification of SKE Individual on the LGC-205 Contract is not applicable for GAAS-only audits or audits with FYEs prior to June 30, 2020.)

2. Fees may not be included in this contract for work performed on Annual Financial Information Reports (AFIRs), Form 990s, or other services not associated with audit fees and costs. Such fees may be included in the engagement letter but may not be included in this contract or in any invoices requiring approval of the LGC. See Items 8 and 13 for details on other allowable and excluded fees.

3. The audit fee information included in the table below for both the Primary Government Fees and the DPCU Fees (if applicable) should be reported as a specific dollar amount of audit fees for the year under this contract. If any language other than an amount is included here, the contract will be returned to the audit form for correction.

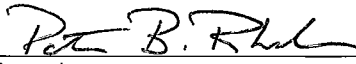
4. Prior to the submission of the completed audited financial report and applicable compliance reports subject to this contract, or to an amendment to this contract (if required) the Auditor may submit interim invoices for approval for services rendered under this contract to the Secretary of the LGC, not to exceed 75% of the billings for the unit's last annual audit that was submitted to the Secretary of the LGC. All invoices for services rendered in an audit engagement as defined in 20 NCAC .0503 shall be submitted to the Commission for approval before any payment is made. Payment before approval is a violation of law. (This paragraph not applicable to contracts and invoices associated with audits of hospitals).

Primary Government Unit	City of Mebane
Audit Fee (financial and compliance if applicable)	\$ 31,695.00
Fee per Major Program (if not included above)	\$
Additional Fees Not Included Above (if applicable):	
Financial Statement Preparation (incl. notes and RSI)	\$
All Other Non-Attest Services	\$
TOTAL AMOUNT NOT TO EXCEED	\$ 31,695

Discretely Presented Component Unit	
Audit Fee (financial and compliance if applicable)	\$
Fee per Major Program (if not included above)	\$
Additional Fees Not Included Above (if applicable):	
Financial Statement Preparation (incl. notes and RSI)	\$
All Other Non-Attest Services	\$
TOTAL AMOUNT NOT TO EXCEED	\$

SIGNATURE PAGE

AUDIT FIRM

Audit Firm*	
STOUT STUART MCGOWEN & KING, LLP	
Authorized Firm Representative (typed or printed)* Patricia B. Rhodes	Signature* 
Date* 02/18/25	Email Address* pbrhodes@ssmklp.com

GOVERNMENTAL UNIT

Governmental Unit*	
City of Mebane	
Date Governing Board Approved Audit Contract* (Enter date in box to right)	
Mayor/Chairperson (typed or printed)* Ed Hooks	Signature*
Date	Email Address*

Chair of Audit Committee (typed or printed, or "NA") N/A	Signature
Date	Email Address

GOVERNMENTAL UNIT – PRE-AUDIT CERTIFICATE

Required by G.S. 159-28(a1) or G.S. 115C-441(a1). Not applicable to hospital contracts.

This instrument has been pre-audited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act.

Sum Obligated by This Transaction:	\$ 31,695
Primary Governmental Unit Finance Officer* (typed or printed) Daphna Schwartz	Signature*
Date of Pre-Audit Certificate*	Email Address* dschwartz@cityofmebane

SIGNATURE PAGE – DPCU
(complete only if applicable)

DISCRETELY PRESENTED COMPONENT UNIT

DPCU*	
Date DPCU Governing Board Approved Audit Contract* (Enter date in box to right)	
DPCU Chairperson (typed or printed)*	Signature*
Date*	Email Address*

Chair of Audit Committee (typed or printed, or "NA")	Signature
Date	Email Address

DPCU – PRE-AUDIT CERTIFICATE

Required by G.S. 159-28(a1) or G.S. 115C-441(a1). Not applicable to hospital contracts.

This instrument has been pre-audited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act.

Sum Obligated by this Transaction:	\$
DPCU Finance Officer (typed or printed)*	Signature*
Date of Pre-Audit Certificate*	Email Address*

Remember to print this form, and obtain all
required signatures prior to submission.

PRINT



**STOUT
STUART
McGOWEN
& KING LLP**

*Certified
Public
Accountants*

*Advisors to
Management*

*Member of PCPS,
the AICPA Alliance
For CPA Firms*

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Burlington, NC 27216-1440*

*Street Address:
1233 South Church Street
Burlington, NC 27215*

*336-226-7343
fax 336-229-4204*

*www.ssmkllp.com
e-mail: ssmk@ssmkllp.com*

February 18, 2025

Mr. Ed Hooks, Mayor
City of Mebane
Mebane, North Carolina

Dear Mayor Hooks:

We are pleased to confirm our understanding of the services we are to provide for City of Mebane for the year ended June 30, 2025.

Audit Scope and Objectives

We will audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information, including the disclosures, which collectively comprise the basic financial statements, of City of Mebane as of and for the year ended June 30, 2025. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement City of Mebane's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to City of Mebane's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient appropriate evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis.
- 2) Law Enforcement Officers' Special Separation Allowance Schedule of Changes in Total Pension Liability
- 3) Law Enforcement Officers' Special Separation Allowance Schedule of Total Pension Liability as a Percentage of Covered Payroll
- 4) Firefighters' Special Separation Allowance Schedule of Changes in Total Pension Liability

- 5) Firefighters' Special Separation Allowance Schedule of Total Pension Liability as a Percentage of Covered Payroll
- 6) Other Postemployment Benefits Schedule of Changes in the Total OPEB Liability and Related Ratios
- 7) Local Government Employees' Retirement System Schedule of Proportionate Share of Net Pension Liability
- 8) Local Government Employees' Retirement System Schedule of Contributions
- 9) Firefighters' and Rescue Squad Workers' Pension Plan Schedule of Proportionate Share of Net Pension Liability

We have also been engaged to report on supplementary information other than RSI that accompanies City of Mebane's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS, and we will provide an opinion on it in relation to the financial statements as a whole [in a separate written report accompanying our auditor's report on the financial statements OR in a report combined with our auditor's report on the financial statements].

- 1) Schedule of expenditures of federal and State awards.
- 2) Combining and individual fund financial statements and schedules.

The following other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and our auditor's report will not provide an opinion or any assurance on that other information.

- 1) Introductory information.
- 2) Statistical tables.

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and issue an auditor's report that includes our opinions about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP, and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements. The objectives also include reporting on:

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

Auditor's Responsibilities for the Audit of the Financial Statements and Single Audit

We will conduct our audit in accordance with GAAS; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements or noncompliance may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

We may, from time to time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party

service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

Our audit of financial statements does not relieve you of your responsibilities.

Audit Procedures—Internal Control

We will obtain an understanding of the government and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of City of Mebane's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance, and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of City of Mebane's major programs. For federal programs that are included in the Compliance Supplement, our compliance and internal control procedures will relate to the compliance requirements that the Compliance Supplement identifies as being subject to audit. The purpose of these procedures will be to express an opinion on City of Mebane's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Responsibilities of Management for the Financial Statements and Single Audit

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for (1) designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with accounting principles generally accepted in the United States of America; and for compliance with applicable laws and regulations (including federal statutes), rules, and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

You are also responsible for making drafts of financial statements, schedule of expenditures of federal awards, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance; (3) additional information that we may request for the purpose of the audit; and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. You are also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported

audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan. The summary schedule of prior audit findings should be available for our review on October 15, 2025.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received, and COVID-19-related concepts, such as lost revenues, if applicable) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains, and indicates that we have reported on, the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles (GAAP). You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to [include the audited financial statements with any presentation of the supplementary information that includes our report thereon OR make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon]. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions for the report, and for the timing and format for providing that information.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditor's reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditor's reports or nine months after the end of the audit period.

We will provide copies of our reports to the City Council; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of STOUT STUART McGOWEN & KING LLP and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to grantor agencies or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of STOUT STUART McGOWEN & KING LLP's personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the grantor agencies. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Patricia B. Rhodes is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. We expect to begin our audit on approximately June 15, 2025. Our fee for these services will be \$31,695 in accordance with our audit contract dated February 18, 2025.

Reporting

We will issue written reports upon completion of our Single Audit. Our reports will be addressed to the City Council of the City of Mebane. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will state that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an

audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will state that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

We appreciate the opportunity to be of service to City of Mebane and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the attached copy and return it to us.

Very truly yours,

STOUT STUART MCDONNELL & KINGS LLP

RESPONSE:

This letter correctly sets forth the understanding of City of Mebane.

Management signature: _____

Title: _____

Date: _____

Governance signature: _____

Title: _____

Date: _____



AGENDA ITEM #5

RZ 25-02

Conditional Rezoning –
North Mebane Village

Meeting Date

March 3, 2025

Presenter

Ashley Ownbey, Development Director

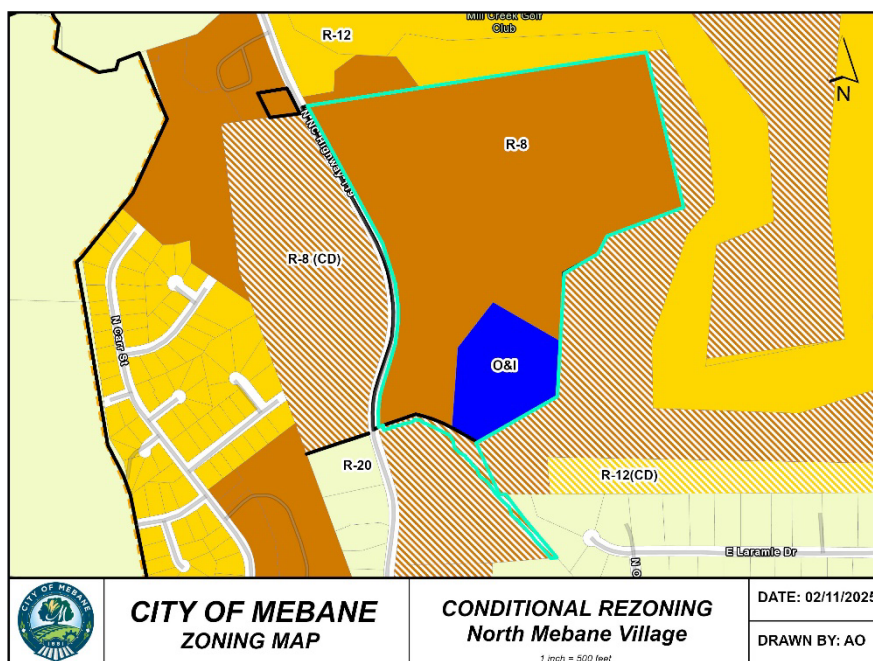
Applicant

Reliant Partners
c/o Matt Kirkpatrick
4004 Barrett Drive, Suite 204
Raleigh, NC 27609

Public Hearing

Yes ☒ No ☐

Zoning Map



Property

Alamance County GPINs:
9826008758, 9825095188

Proposed Zoning

R-8(CD)

Current Zoning

R-8, O&I, R-8(CD)

Size

+/- 60.1 acres

Surrounding Zoning

R-8, R-8 (CD), R-12, R-12(CD),
R-20

Surrounding Land Uses

Townhomes, Single-Family,
Forested, Golf Course

Utilities

Yes

Floodplain

Yes

Watershed

Yes

City Limits

No

Application Brief

See Planning Project Report for more details.

Recommendations	
Technical Review Committee:	The Technical Review Committee (TRC) has reviewed the site plan five times (not including pre-submittal meetings), and the applicant has revised the plan to reflect the comments.
Planning Staff:	The proposed development “North Mebane Village” is consistent with the guidance provided within <i>Mebane By Design</i> , the City’s Comprehensive Land Development Plan, and is in harmony with the surrounding area.
Planning Board:	At their February 17 meeting, the Planning Board voted 7-0 to recommend approval of the request.
Zoning & Land Use Report	
Jurisdiction:	Mebane ETJ, City Limits
Proposed Use By-Right (Yes/No):	No
Type of Rezoning Request:	Conditional
Special Use Request (Yes/No):	No
Consistency with Mebane By Design (Yes/No):	Yes
Utilities Report	
Available Utilities (Yes/No):	Yes
Adequate Stormwater Control (Yes/No):	Yes
Innovative Stormwater Control (Yes/No):	No
Consistency with Long-Range Utility Plan (Yes/No):	Yes
Transportation Report	
Traffic Impact Analysis Required (Yes/No):	Yes
Multi-Modal Improvements (Yes/No):	Yes
Consistency with Bike/Ped Transportation Plan (Yes/No):	Yes

Summary

Matt Kirkpatrick with Reliant Partners is requesting approval to rezone the +/- 58.87-acre property located at 968 North First Street (GPIN 9826008758) and +/- 1.23 acres of the unaddressed adjacent property on North First Street identified by GPIN 9825095188, from R-8, O&I, and R-8 (CD) to R-8 (CD) to allow for a Planned Unit Development consisting of 192 townhomes, 36 single-family homes, and +/- 15,000 square feet of commercial/retail space. The site is in Alamance County along North First Street. The +/- 58.87-acre property is in the Mebane Extraterritorial Jurisdiction. Annexation of the site is required before connection to City utilities. The +/- 1.23 acres of the adjacent property is within the City Limits. Planning staff have reviewed a plat for this acreage to be recombined with the larger site and ensured the impacts to Council's approval of the adjacent Potters Mill development are insignificant.

The site-specific plan includes the following on-site amenities and dedications:

- The internal public street network will include 5' wide sidewalks on at least one side.
- The development will include the following private recreation amenities maintained by the HOA: two pocket parks, a multi-purpose field, natural trails, and an amenity area with a playground and pool.
- The development includes approximately 23 acres of private open space to be maintained by the HOA. Most of the open space includes existing vegetation.
- The development will include a public multi-use path network, connecting to the Potters Mill and Preserve at Mill Creek developments and traveling along the development's frontage on North First Street.

Proposed Conditions of Zoning District	Mebane UDO Requirements
The applicant proposes a minimum side setback of 6' for the single-family detached homes and 3' for the townhomes.	The development standards for a Planned Unit Development require: "Individual and unattached buildings in a planned unit development shall have side yards with a minimum of ten feet." (Mebane UDO, page 4-62)
The applicant proposes a reduced perimeter setback for the nonresidential uses of the Planned Unit Development with an enhanced landscape buffer.	The development standards for a Planned Unit Development prohibit a nonresidential use within 150 feet of the perimeter unless the use is permitted by zoning on the adjoining property (Mebane UDO, page 4-64).
The applicant proposes a restriction of uses for the nonresidential section of the Planned Unit Development. Prohibited uses are listed on the cover sheet of the site plan set.	The development standards for a Planned Unit Development allow nonresidential uses permitted in the B-1, Central Business District (Mebane UDO, page 4-64).
The applicant proposes a 50' streetscape along most of the development's frontage on North First Street.	Per Table 6-4-3, a minimum 20' semi-opaque streetscape is required along North First Street.

Proposed Conditions of Zoning District	Mebane UDO Requirements
In lieu of required public recreation area, the applicant is proposing to participate in a coordinated effort between developers in North Mebane to create a public, multi-use path network that will ultimately connect Cates Farm Park to Lake Michael Park.	Per Section 6-8.1, the required amount of public recreation area is 6.54 acres. A payment in lieu of the required public recreation area would total approximately \$137,908.

As required by the traffic impact analysis (TIA) and reviews completed by the City of Mebane and the North Carolina Department of Transportation (NCDOT), the developer is responsible for the following improvements.

North First Street and Tembrook Drive/Proposed Site Access B Intersection:

- Construct Site Access B with one ingress lane and one egress lane under stop control.
- Provide a minimum 100' internal protected stem length prohibiting all turning and parking maneuvers.
- Construct a southbound exclusive left turn lane on North First Street with a minimum of 100' of full storage and appropriate transitions per NCDOT requirements.
- Construct a northbound exclusive right turn lane on North First Street with a minimum of 100' of full storage and appropriate transitions per NCDOT requirements.

North First Street and Arendale Drive/Proposed Thatcher Street Intersection:

- Construct a single-lane roundabout with single lane approaches and departures per NCDOT requirements.
- Provide a minimum 100' internal protected stem length on Thatcher Street prohibiting all turning and parking maneuvers. Depending on the end-users of the nonresidential section of the development, a greater internal protected stem length may be required.

Financial Impact

The developer will be required to make all of the improvements at their own expense.

Suggested Motion

1. Motion to approve the R-8 (CD) zoning as presented.
2. Motion to find that **the application is consistent** with the objectives and goals in the City's 2017 Comprehensive Land Development Plan *Mebane By Design*. Specifically, the request:
 - ☐ Is for a property within the City's G-3 Mixed-Use Growth Area and proposes a planned unit development that incorporates commercial and residential uses while preserving green space (Mebane CLP, p. 80);

- ☐ Encourages a mix of uses in a walkable environment, consistent with Growth Management Goal 1.1 (Mebane CLP, p. 17 & 81).
- ☐ Provides greenway and open space connectivity between different land uses, consistent with Open Space and Natural Resource Protection Goal 4.2 (Mebane CLP, p. 17 & 89).
- ☐ Supports parks, greenway, and open space expansion in developed and developing areas, prioritizing connectivity between each location, consistent with Open Space and Natural Resource Protection Goal 4.3 (Mebane CLP, p. 17 & 89).
- ☐ Contributes to an emerging pedestrian and bicycle network, as required by the City's Bicycle and Pedestrian Transportation Plan.

OR

3. Motion to **deny** the R-8 (CD) rezoning as presented due to a lack of
 - a. Harmony with the surrounding zoning or land use

OR

 - b. Consistency with the objectives and goals in the City's 2017 Comprehensive Land Development Plan *Mebane By Design*.

Attachments

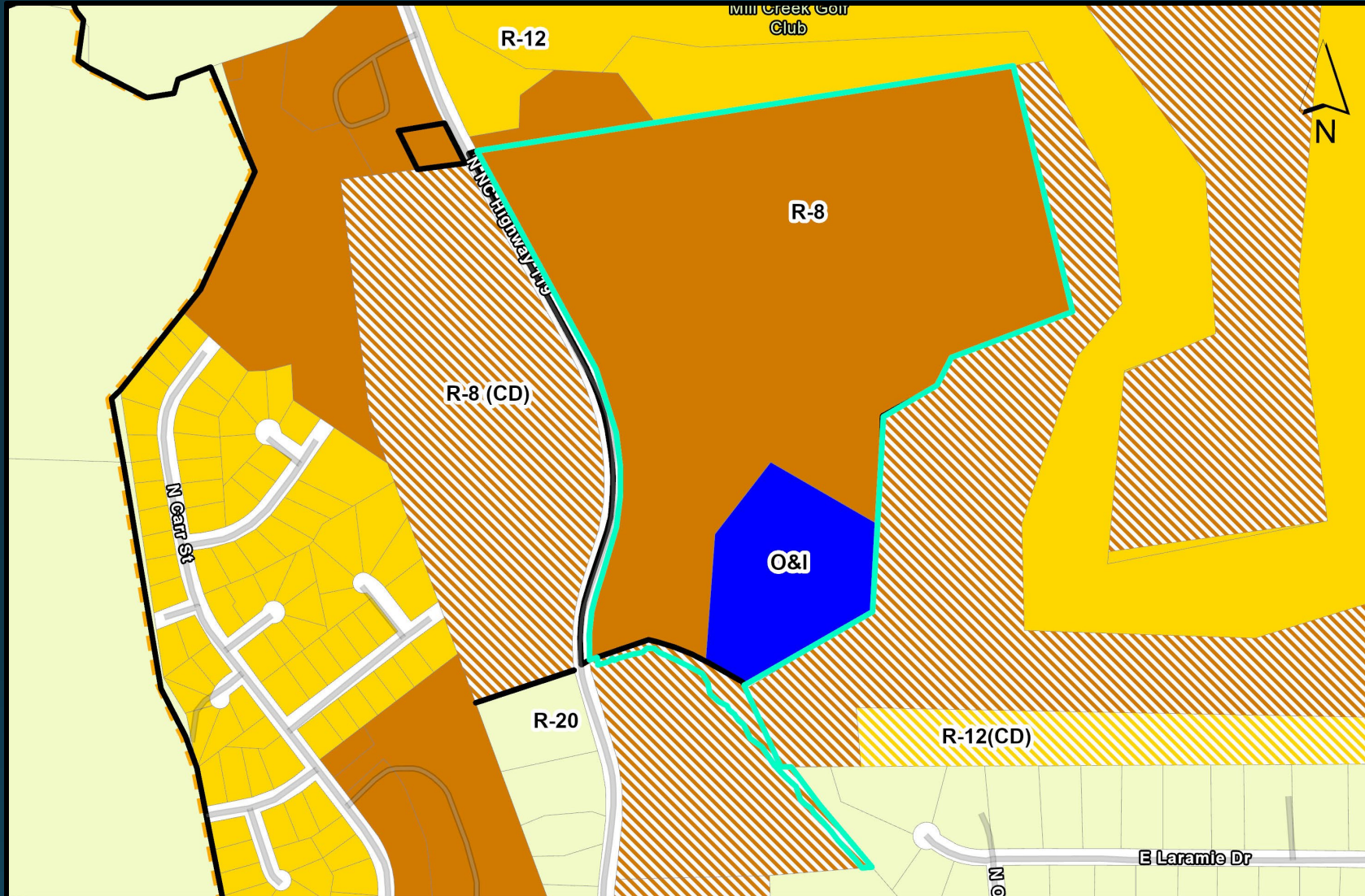
1. Preliminary Presentation Slides
2. Zoning Amendment Application
3. Zoning Map
4. Site Plan – [click here to download.](#)
5. Planning Project Report
6. Technical Memorandum – City Engineering Review
7. Traffic Impact Analysis – [click here to download.](#)
 - a. NCDOT Review of TIA
 - b. VHB Review of TIA



Ashley Ownbey, Development Director

Request to Rezone: R-8, O&I, & R-8 (CD) to R-8(CD)
by Matt Kirkpatrick – Reliant Partners





North Mebane Village

Conditional Zoning Request

- Request by Matt Kirkpatrick
- +/- 58.87-acre property
- +/- 1.23 acres of adjacent property
- Existing zoning: R-8, O&I, R-8(CD)
- Requested zoning: R-8(CD)
- Overlay District: General Watershed Area



CITY OF MEBANE
ZONING MAP

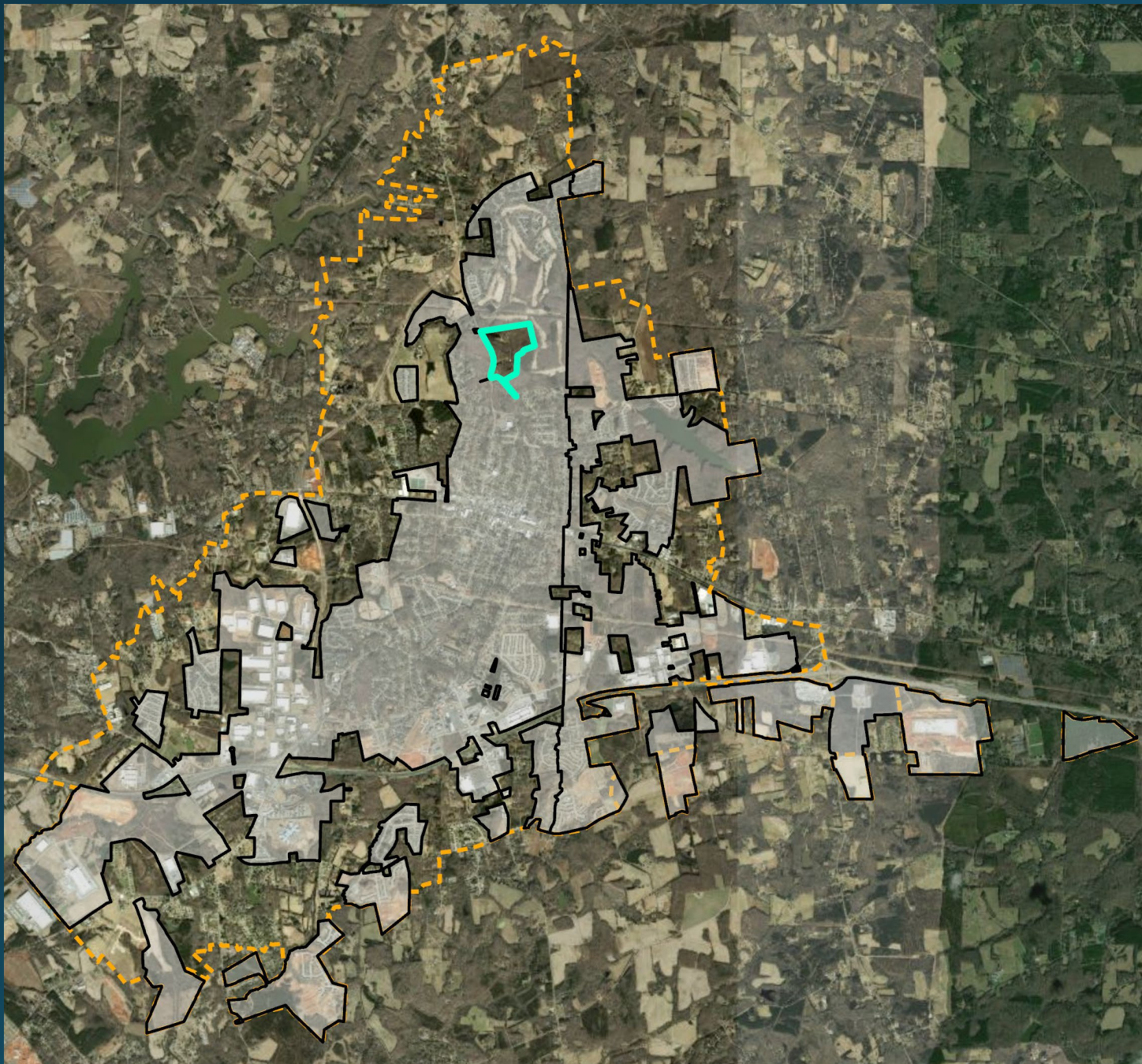
CONDITIONAL REZONING
North Mebane Village

1 inch = 500 feet

DATE: 02/11/2025

DRAWN BY: AO





North Mebane Village

Conditional Zoning Request

- Mebane Extraterritorial Jurisdiction
 - +/- 1.23 acres of adjacent property is in the Mebane City Limits
- Alamance County
- City utilities are available.



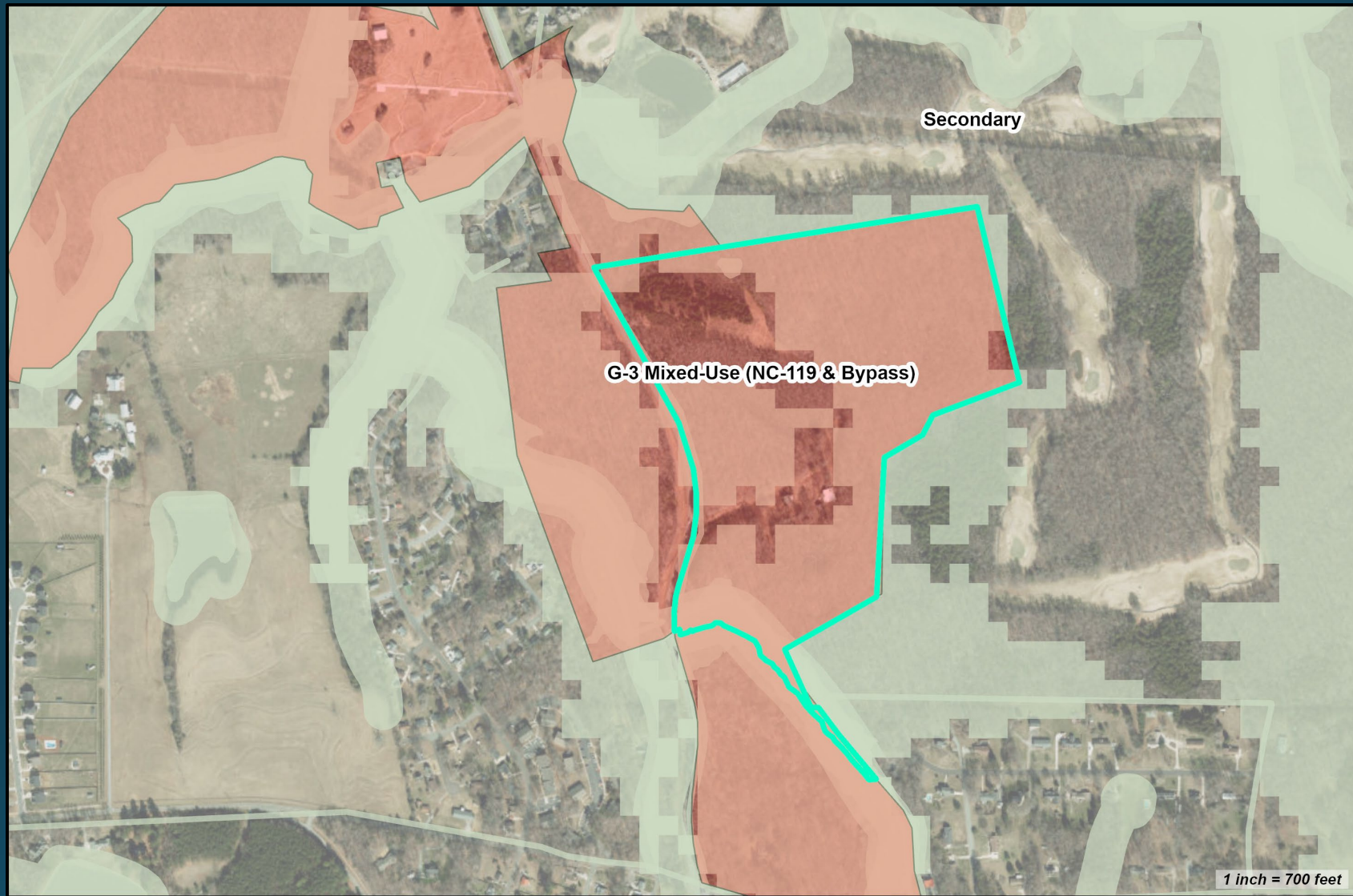


North Mebane Village

Conditional Zoning Request

- Forested, Single-Family
- Surrounding uses include:
 - Mill Creek Golf Course
 - Preserve at Mill Creek
 - North First Street Townes
 - Potters Mill
 - Single-Family





North Mebane Village

Conditional Zoning Request

Mebane By Design, Mixed-Use Growth Strategy Area & Conservation Area



North Mebane Village

Conditional Zoning Request

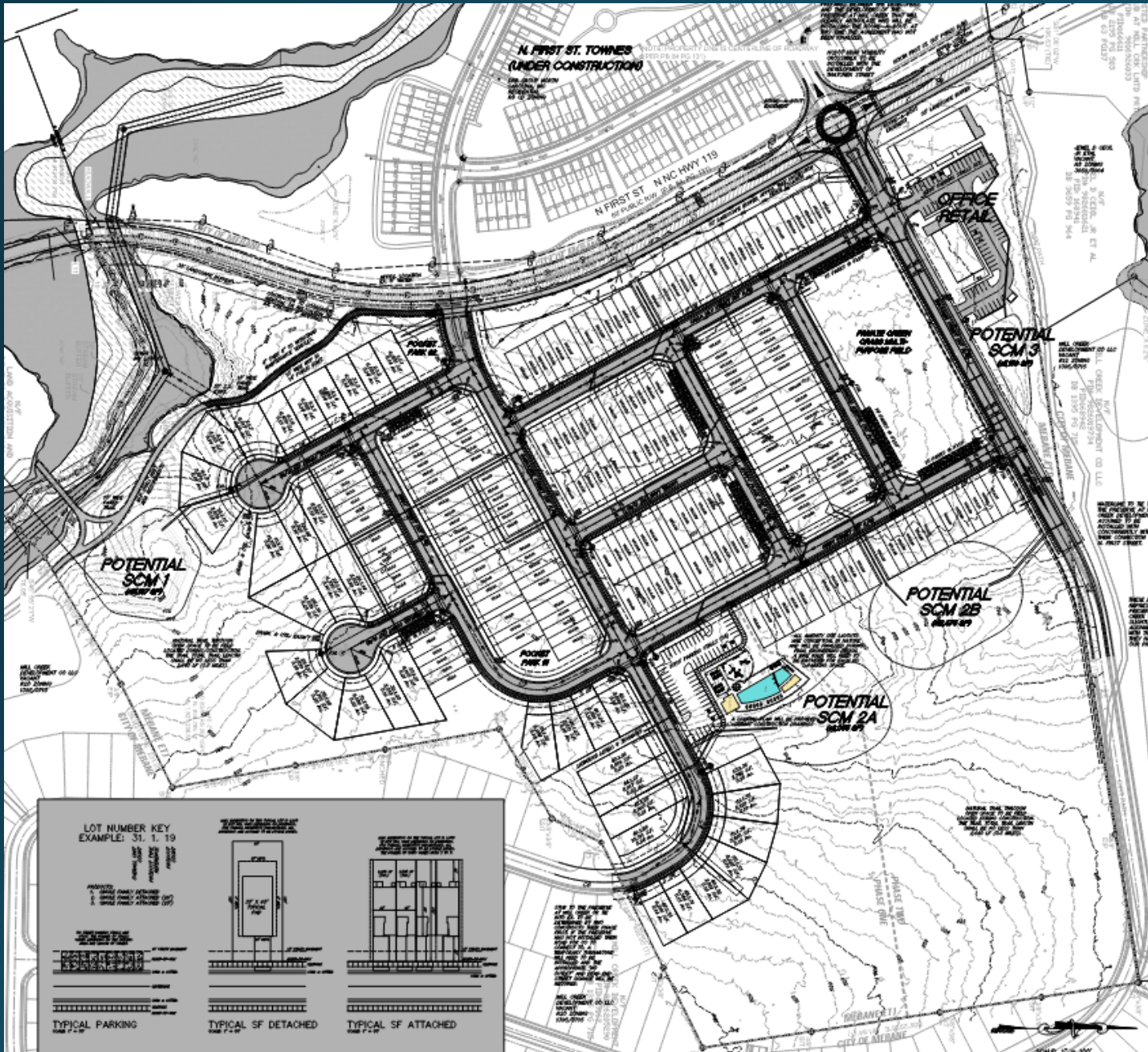
- Planned Unit Development
 - 192 townhomes
 - 36 single-family, detached
 - 15,000 square feet of office/retail
- Private Recreation:
 - Pocket Parks
 - Multi-Purpose Field
 - Natural Trails
 - Pool & Playground Amenity
- Private Open Space = +/- 23 acres
- Contributions to public multi-use path network (in lieu of required recreation area)



North Mebane Village

Conditional Zoning Request

- Conditions of Request
 - Site-specific plan
 - Reduced side setbacks for townhomes and single-family, detached
 - Reduced perimeter setback between nonresidential uses and adjacent property
 - Restriction of nonresidential uses
 - 50' streetscape
- Transportation Improvements
 - Required turn lanes at southern entrance
 - Required roundabout at northern entrance
 - Internal protected stem lengths





Applicant Presentation

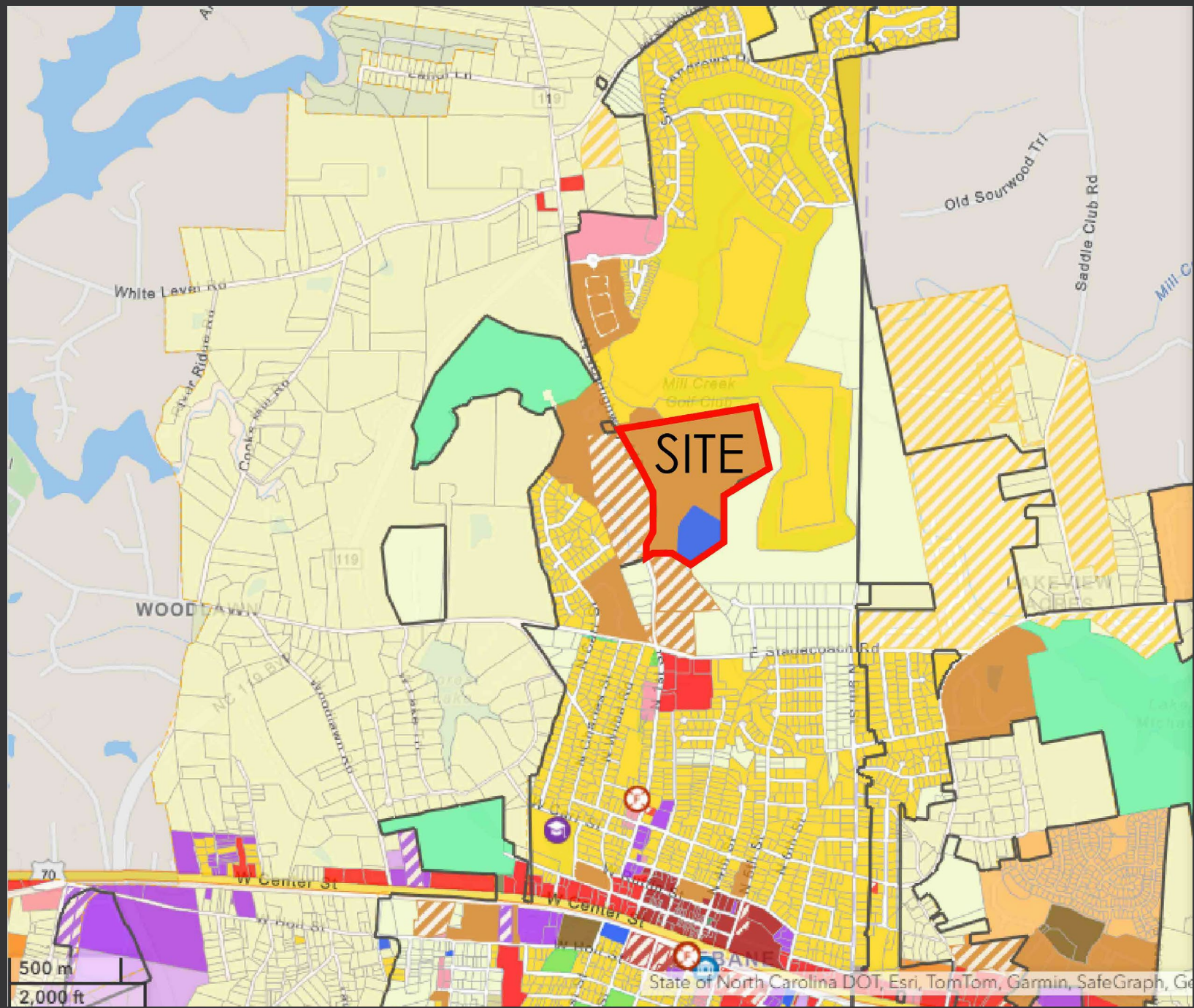


North Mebane Village A Mixed-Use Community

Mebane, North Carolina

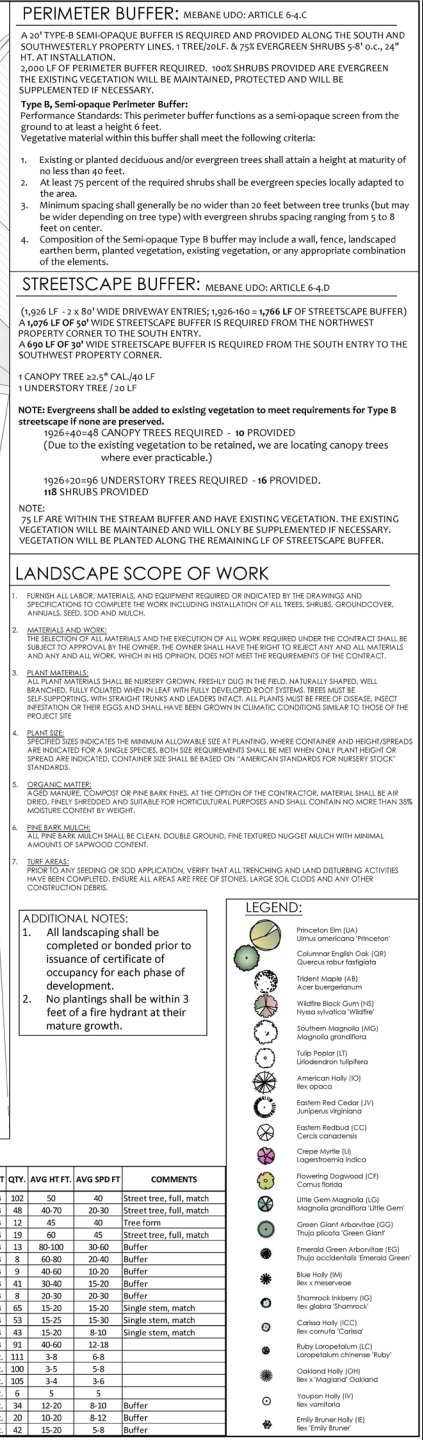
Conditional Zoning Master Plan

Existing Zoning



Existing Conditions





Site Plan



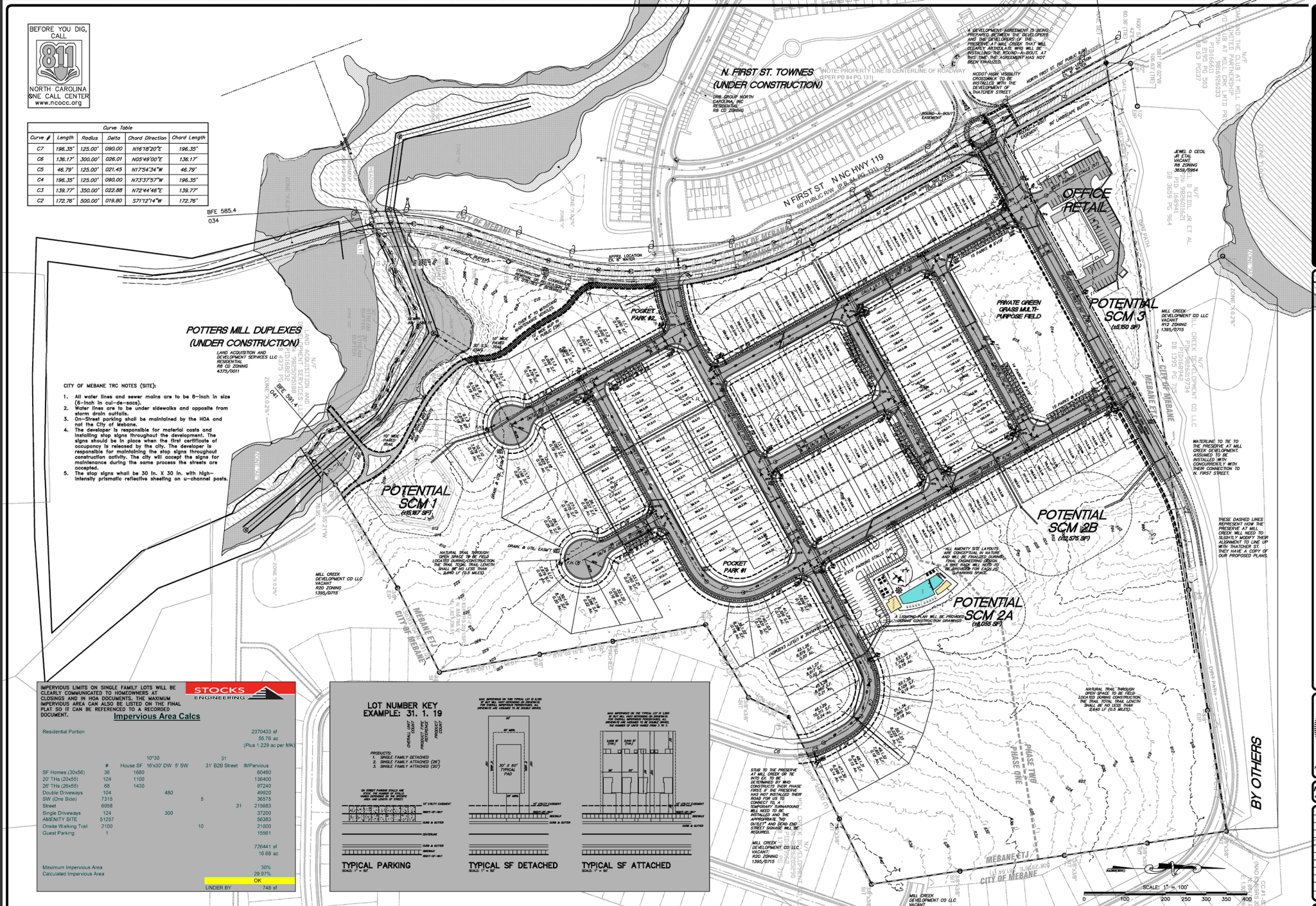
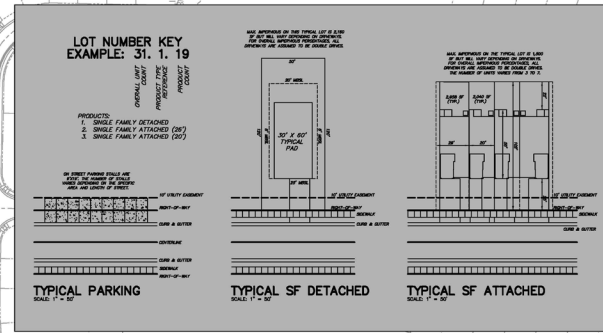
Curve Table				
Curve #	Length	Radius	Delta	Chord Direction
C1	196.35'	125.00'	090.00'	N16°18'20"E
C2	136.17'	300.00'	026.01'	N05°49'00"E
C3	46.79'	125.00'	021.45'	N17°54'34"W
C4	196.35'	125.00'	090.00'	N73°17'57"W
C5	139.77'	350.00'	022.88'	N72°44'46"E
C6	172.76'	300.00'	018.80'	S71°12'14"W

- CITY OF MEBANE TRC NOTES (SITE):
- All water lines and sewer mains are to be 8-inch in size (6-inch in cul-de-sacs).
 - Water lines are to be under sidewalks and opposite from storm drain outfalls.
 - On-street parking shall be maintained by the HOA and not the City of Mebane.
 - The developer is responsible for material costs and installing stop signs throughout the development. The signs should be in place when the first certificate of occupancy is released by the city. The developer is responsible for maintaining the stop signs throughout construction activity. The city will accept the signs for maintenance during the time process the streets are accepted.
 - The stop signs shall be 30 in. x 30 in. with high-intensity prismatic reflective sheeting on u-channel posts.

IMPERVIOUS LIMITS ON SINGLE FAMILY LOTS WILL BE CLEARLY COMMUNICATED TO HOMEOWNERS AT CLOSINGS AND IN HOA DOCUMENTS. THE MAXIMUM IMPERVIOUS AREA CAN ALSO BE LISTED ON THE FINAL PLAT SO IT CAN BE REFERENCED TO A RECORDED DOCUMENT.

Impervious Area Cals

Residential Portion		2370433 sf	
		55.76 ac	
		(Plus 1.229 ac per MK)	
	10'x30'	31	
	8' House (30x55)	31' B2B Street	Impervious
SF Homes (30x55)	#		
20' Tri (20x55)	124	1100	104800
26' Tri (26x55)	68	1430	97240
Double Driveways	104		49920
SW (One Side)	7315	480	36575
Street	6958		215683
Single Driveways	124	300	37200
AMENITY SITE	51207		60383
Ornate Walking Trail	2100		21000
Guest Parking	1		15681
		726441 sf	
		16.68 ac	
Maximum Impervious Area		30%	
Calculated Impervious Area		29.97%	
		OK	
	UNDER BY	748 sf	



STOCKS ENGINEERING

BLN-C-1874

N. MEBANE VILLAGE - DRB GROUP

PRELIMINARY PACKAGE

MEBANE, ALAMANCE COUNTY, NORTH CAROLINA

FILE NO. 2023-047

HORIZ. SCALE: 1"=100'

VERT. SCALE: NONE

CE-02

SEAL 19843

PROFESSIONAL ENGINEER

Michael J. Stocks

5/12/24

PRELIMINARY SITE and UTILITY PLAN

REVISIONS

11/11/24	TRC RESUBMITTAL
12/19/24	TRC RESUBMITTAL
1/14/25	TRC RESUBMITTAL
2/25/25	TO PLANNING BOARD

P.O. BOX 1102

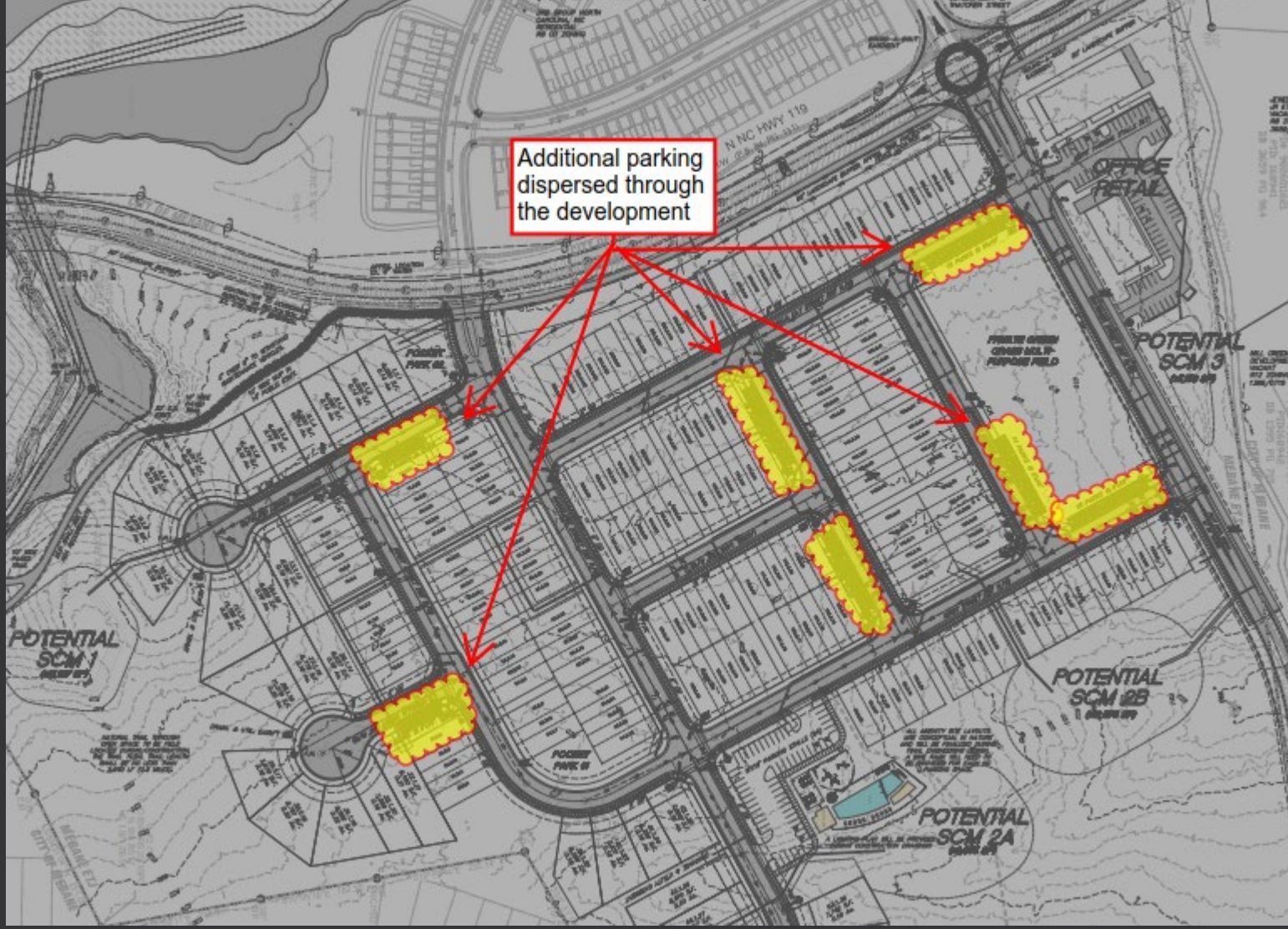
801 EAST WASHINGTON STREET

NEWVILLE, NC 27858

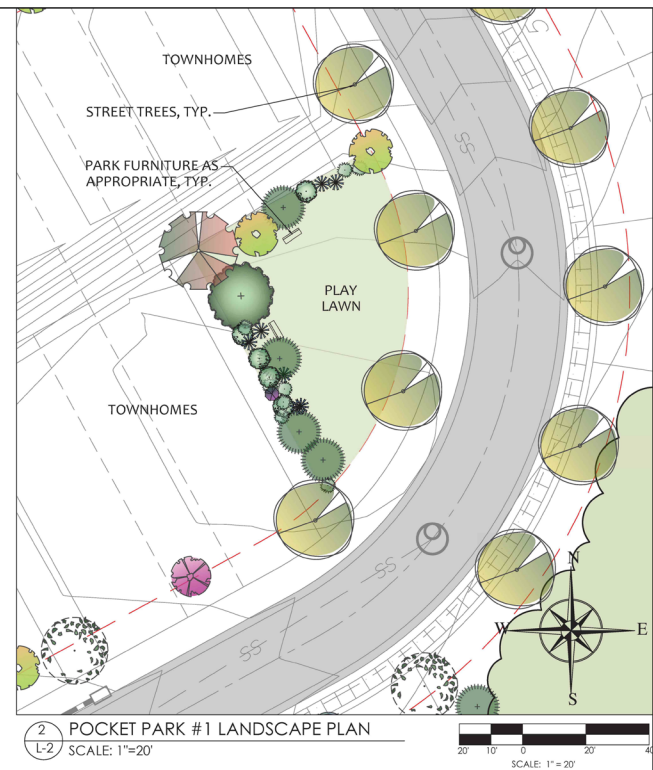
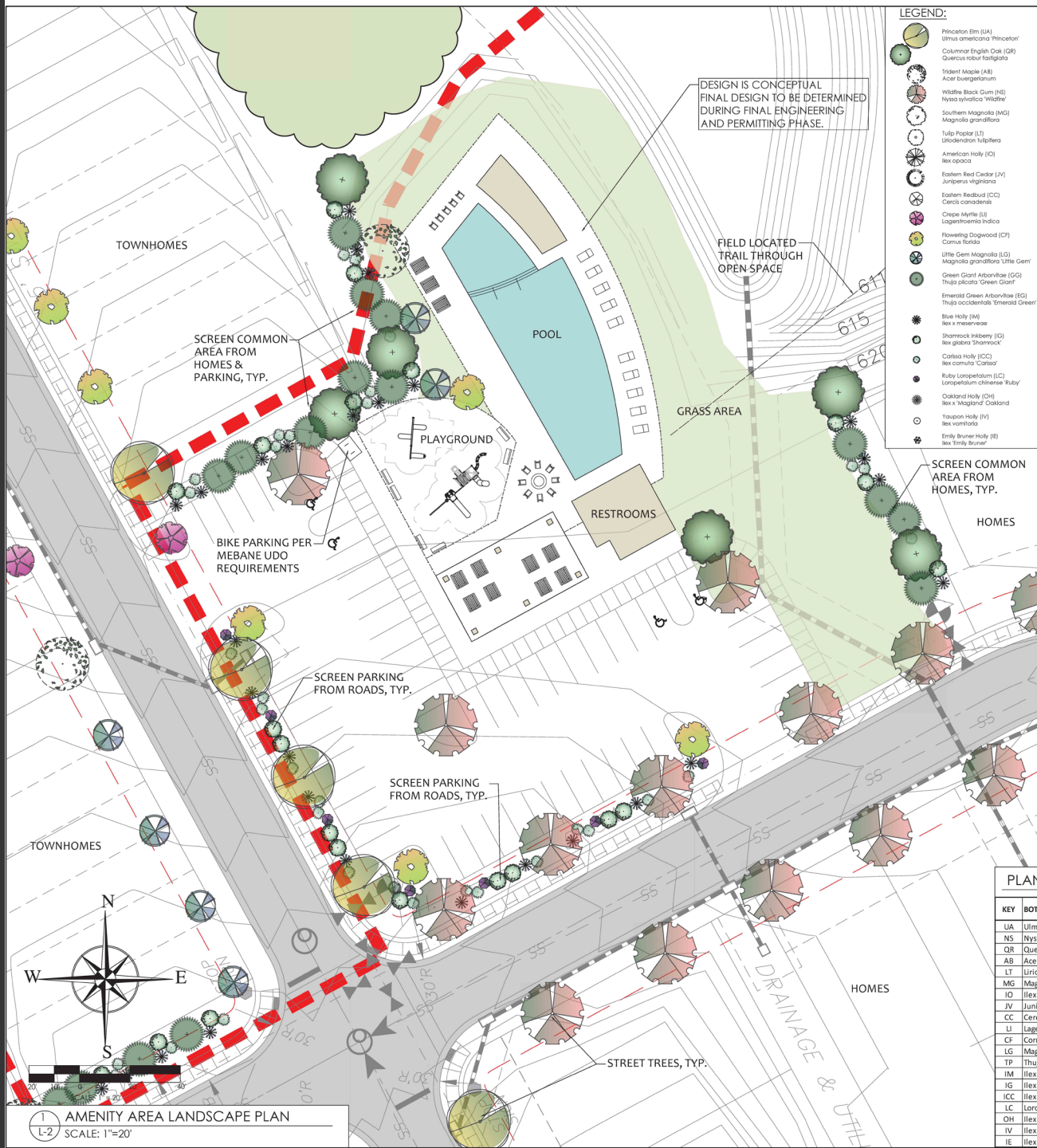
PHONE: (252) 459-8996

WWW.STOCKSENGINEERING.COM

Parking Exhibit



Amenity Area Plan

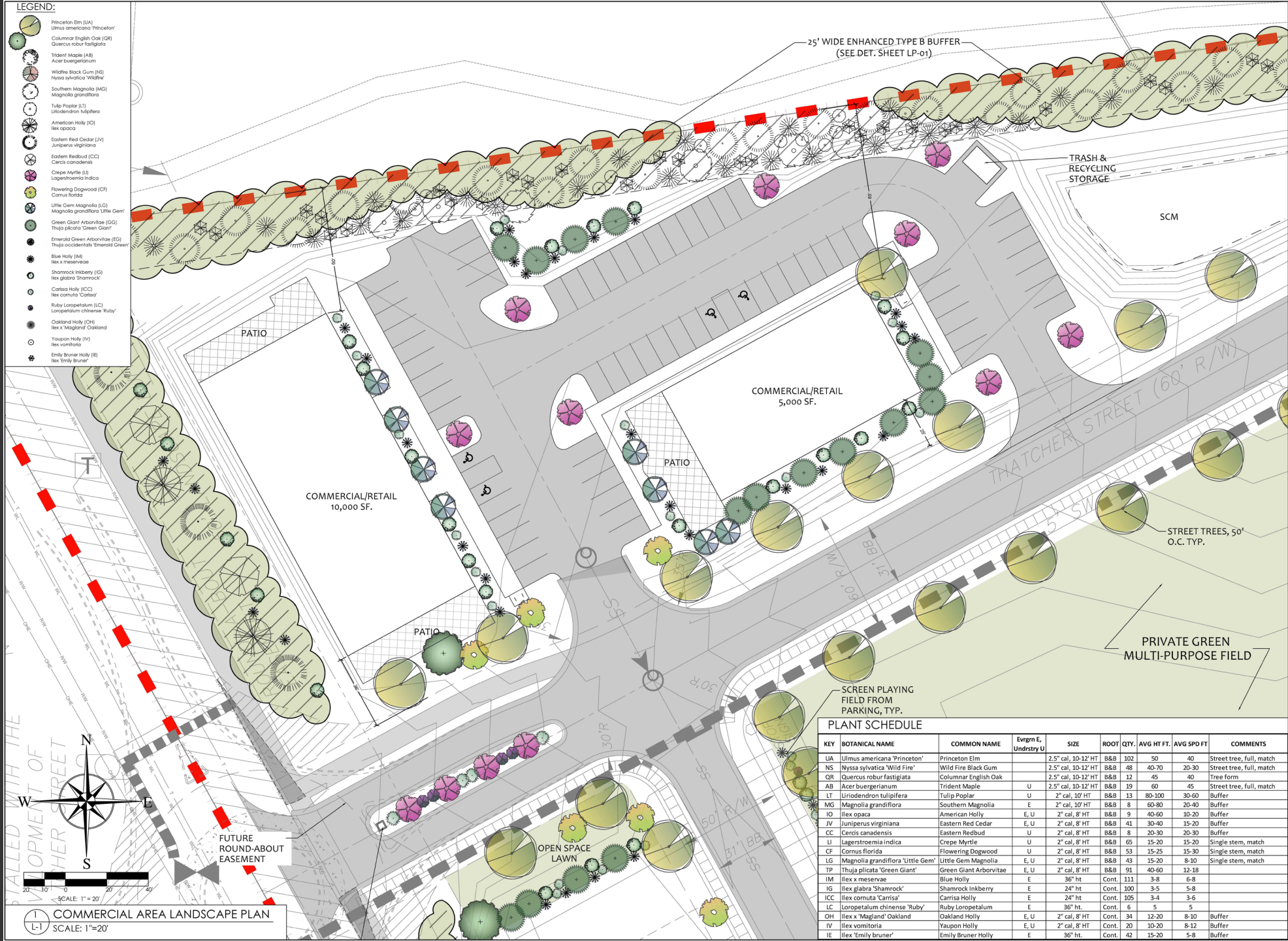


PLANT SCHEDULE

KEY	BOTANICAL NAME	COMMON NAME	Evrgm E, Undrstry U	SIZE	ROOT	QTY.	AVG HT FT.	AVG SPD FT	COMMENTS
UA	Ulmus americana 'Princeton'	Princeton Elm		2.5' cal, 10-12' HT	B&B	102	50	40	Street tree, full, match
NS	Nyssa sylvatica 'Wild Fire'	Wild Fire Black Gum		2.5' cal, 10-12' HT	B&B	48	40-70	20-30	Street tree, full, match
QR	Quercus robur fastigiata	Columnar English Oak		2.5' cal, 10-12' HT	B&B	12	45	40	Tree form
AB	Acer buergerianum	Trident Maple	U	2.5' cal, 10-12' HT	B&B	19	60	45	Street tree, full, match
LT	Liriodendron tulipifera	Tulip Poplar	U	2' cal, 10' HT	B&B	13	80-100	30-60	Buffer
MG	Magnolia grandiflora	Southern Magnolia	E	2' cal, 10' HT	B&B	8	60-80	20-40	Buffer
IO	Ilex opaca	American Holly	E, U	2' cal, 8' HT	B&B	9	40-60	10-20	Buffer
JV	Juniperus virginiana	Eastern Red Cedar	E, U	2' cal, 8' HT	B&B	41	30-40	15-20	Buffer
CC	Cercis canadensis	Eastern Redbud	U	2' cal, 8' HT	B&B	8	20-30	20-30	Buffer
LG	Lagerstroemia indica	Crepe Myrtle	U	2' cal, 8' HT	B&B	65	15-20	15-20	Single stem, match
CF	Cornus florida	Flowering Dogwood	U	2' cal, 8' HT	B&B	53	15-25	15-30	Single stem, match
LG	Magnolia grandiflora 'Little Gem'	Little Gem Magnolia	E, U	2' cal, 8' HT	B&B	43	15-20	8-10	Single stem, match
TP	Thuja plicata 'Green Giant'	Green Giant Arborvitae	E, U	2' cal, 8' HT	B&B	91	40-60	12-18	
IM	Ilex x meserveae	Blue Holly	E	36" ht	Cont.	111	3-8	6-8	
IG	Ilex glabra 'Shamrock'	Shamrock Inkberry	E	24" ht	Cont.	100	3-5	5-8	
ICC	Ilex cornuta 'Carrisa'	Carrisa Holly	E	24" ht	Cont.	105	3-4	3-6	
LC	Loropetalum chinense 'Ruby'	Ruby Loropetalum	E	36" ht.	Cont.	6	5	5	
OH	Ilex x 'Magdalen' Oakland	Oakland Holly	E, U	2' cal, 8' HT	Cont.	34	12-20	8-10	Buffer
IV	Ilex vomitoria	Yaupon Holly	E, U	2' cal, 8' HT	Cont.	20	10-20	8-12	Buffer
IE	Ilex 'Emily Bruner'	Emily Bruner Holly	E	36" ht.	Cont.	42	15-20	5-8	Buffer

1
L-2
AMENITY AREA LANDSCAPE PLAN
SCALE: 1"=20'

Commercial Area Plan



Residential Architecture styles



3 SINGLE FAMILY HOME OPTIONS
A-1 SCALE: NTS



2 SINGLE FAMILY HOME OPTIONS
A-1 SCALE: NTS



1 TOWNHOUSES
A-1 SCALE: NTS



ELEV. 4

ELEV. 5

ELEV. 1

Questions:



APPLICATION FOR A ZONING AMENDMENT

Application is hereby made for an amendment to the Mebane Zoning Ordinance as follows:

Name of Applicant: Matt Kirkpatrick-Reliant Partners

Address of Applicant: 4004 Barrett Drive, Raleigh, NC 27609, Suite 204
Raleigh, NC 27609

Address and brief description of property to be rezoned: _____
968 North First Street, Mebane
+/- 57 acres on the east side of North First Street

Applicant's interest in property: (Owned, leased or otherwise) _____
Developer, Contract Purchaser

*Do you have any conflicts of interest with: Elected/Appointed Officials, Staff, etc.?

Yes ____ Explain: _____ No X

Type of re-zoning requested: R-8 CD PUD

Sketch attached: Yes X No _____

Reason for the requested re-zoning: TO ACCOMMODATE TOWNHOMES AND 6,000 SF
SINGLE FAMILY RESIDENTIAL LOTS AND COMMERCIAL AREA

Signed: *Matt Kirkpatrick*

Date: 1/15/25

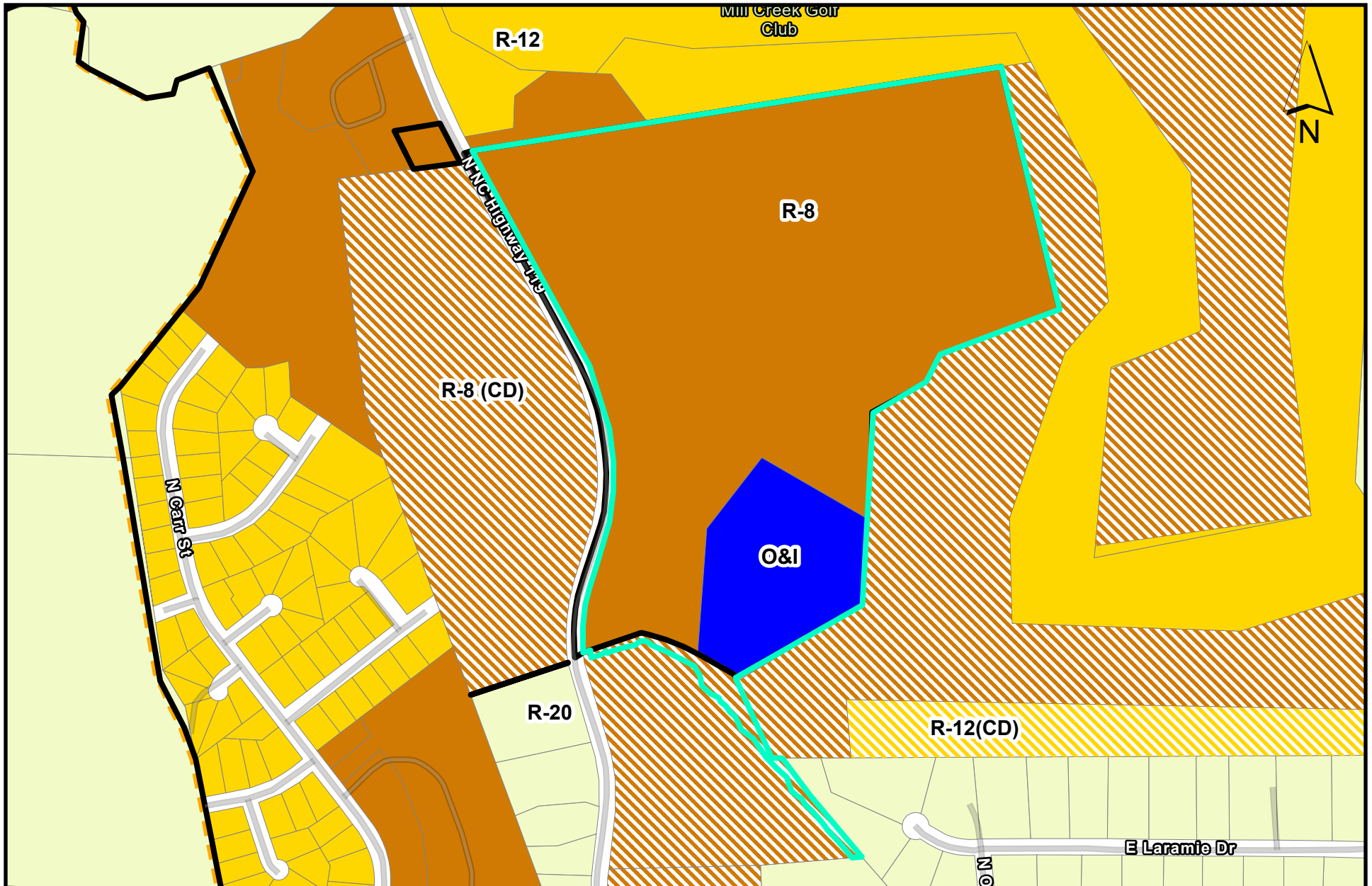
Action by Planning Board: _____

Public Hearing Date: _____ Action: _____

Zoning Map Corrected: _____

The following items should be included with the application for rezoning when it is returned:

1. Tax Map showing the area that is to be considered for rezoning.
2. Names and addresses of all adjoining property owners within a 300' radius (Include those that are across the street).
3. \$300.00 Fee to cover administrative costs.
4. The information is due 15 working days prior to the Planning Board meeting. The Planning Board meets the 2nd Monday of each month at 6:30 p.m. Then the request goes to the City Council for a Public Hearing the following month. The City Council meets the 1st Monday of each month at 6:00 p.m.



CITY OF MEBANE **ZONING MAP**

CONDITIONAL REZONING **North Mebane Village**

1 inch = 500 feet

DATE: 02/11/2025

DRAWN BY: AO

The site plan can
be accessed
[by clicking here.](#)

PLANNING PROJECT REPORT

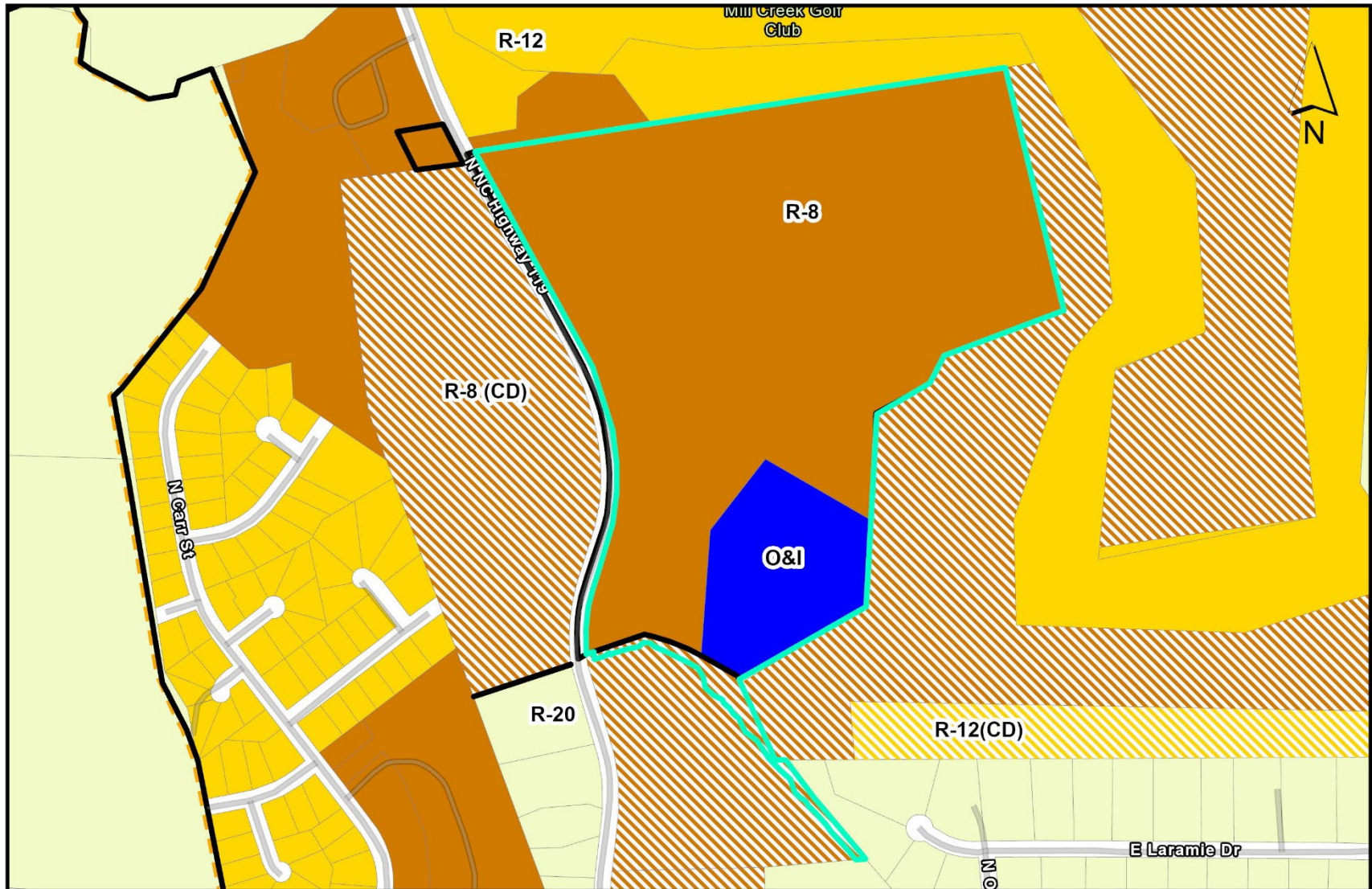
DATE	02/11/2025
PROJECT NUMBER	RZ 25-02
PROJECT NAME	North Mebane Village
APPLICANT	Reliant Partners c/o Matt Kirkpatrick 4004 Barrett Drive, Suite 204 Raleigh, NC 27609

CONTENTS

PROJECT NAME & APPLICANT	PAGE 1
ZONING REPORT	PAGE 2
LAND USE REPORT	PAGE 4
UTILITIES REPORT.....	PAGE 7
STAFF ZONING REQUEST RECOMMENDATION	PAGE 8

ZONING REPORT

EXISTING ZONE	R-8, Residential; O&I, Office and Institutional; R-8 (CD), Residential Conditional
REQUESTED ACTION	R-8 (CD), Residential Conditional District
CONDITIONAL ZONE?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
CURRENT LAND USE	Forested, Single-Family
PARCEL SIZE	+/- 60.1 Acres
PROPERTY OWNERS	Kirkpatrick + Associates, LLC 4004 Barrett Drive, Suite 204 Raleigh, NC 27609
LEGAL DESCRIPTION	Land Acquisition & Development Services, LLC PO Box 9147 Greensboro, NC 27429
AREA ZONING & DISTRICTS	Request to rezone the +/- 58.87-acre property located at 968 North First Street (GPIN 9826008758) and +/- 1.23 acres of the unaddressed adjacent property on North First Street identified by GPIN 9825095188, from R-8, O&I, and R-8 (CD) to R-8 (CD) to allow for a Planned Unit Development consisting of 192 townhomes, 36 single-family homes, and +/- 15,000 square feet of commercial/retail space by Matt Kirkpatrick – Reliant Partners.
SITE HISTORY	Residential zoning surrounds the site. R-8 (CD) zoning is to the immediate east, south, and west. R-8 and R-12 zoning are to the north and west. R-20 zoning is to the south.
STAFF ANALYSIS	
CITY LIMITS?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO* <i>*The +/- 1.23 acres of the adjacent property is within the City Limits.</i>
PROPOSED USE BY-RIGHT?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
SPECIAL USE?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
EXISTING UTILITIES?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
POTENTIAL IMPACT OF PROPOSED ZONE	Historically, the site has been forested with one single-family home and associated accessory structures.
POTENTIAL IMPACT OF PROPOSED ZONE	Most of the site is already zoned R-8, Residential District, which allows for greater residential density. Zoning in the area is largely R-8 (CD), with planned developments supporting townhome and single-family residential development. The proposed zoning district is consistent with the area's zoning.



CITY OF MEBANE
ZONING MAP

CONDITIONAL REZONING
North Mebane Village

1 inch = 500 feet

DATE: 02/11/2025

DRAWN BY: AO

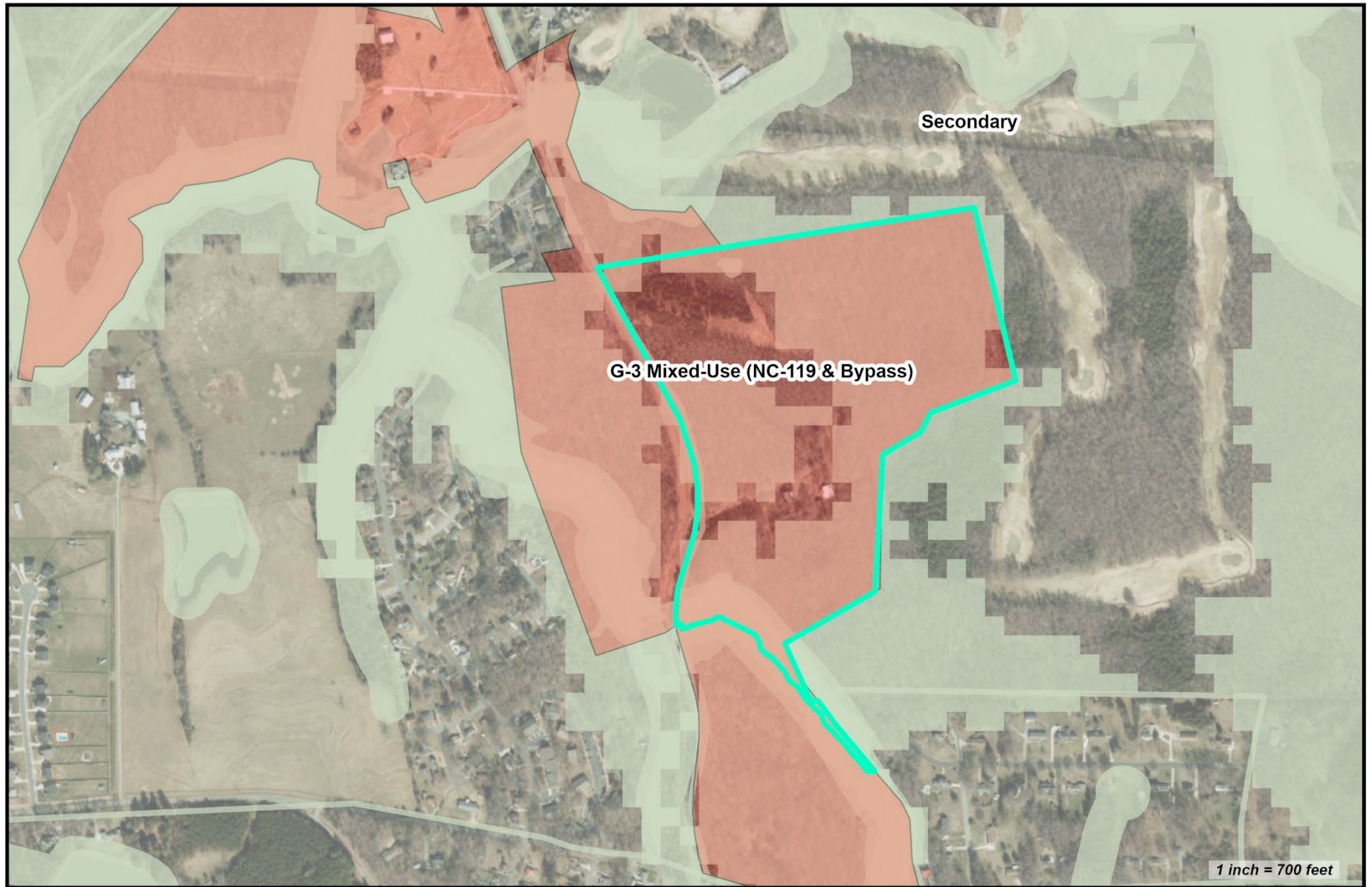
LAND USE REPORT

EXISTING LAND USE	Forested, Single-Family
PROPOSED LAND USE & REQUESTED ACTION	The applicant is requesting to rezone the +/- 58.87-acre property located at 968 North First Street (GPIN 9826008758) and +/- 1.23 acres of the unaddressed adjacent property on North First Street identified by GPIN 9825095188, from R-8, O&I, and R-8 (CD) to R-8 (CD) to allow for a Planned Unit Development consisting of 192 townhomes, 36 single-family homes, and +/- 15,000 square feet of commercial/retail space
PROPOSED ZONING	R-8 (CD), Residential Conditional District
PARCEL SIZE	+/- 60.1 Acres
AREA LAND USE	<p>The site is in a largely residential area, with recently approved residential development adjacent to the site. North First Street Townhomes (approved July 2022) is across from the site and includes 150 townhomes. Potters Mill (approved July 2022) is to the south with 42 twin-unit townhomes. The City Council recently approved a single-family development to the east, known as the Preserve at Mill Creek, that is adjacent to the Mill Creek Golf Course. Cates Farm Park is north of the site.</p> <p>The proposed Planned Unit Development includes private recreation and private open space to be maintained by the HOA. Private recreation areas include two pocket parks, a multi-purpose field, natural trails, and an amenity area with a playground and pool. The approximately 23 acres of private open space includes large areas where existing vegetation will be preserved.</p>
ONSITE AMENITIES & DEDICATIONS	Public amenities include a multi-use path connecting in the southern portion of the development to the Potters Mill and Preserve at Mill Creek developments, traveling along North First Street, and additionally along the proposed Thatcher Street. All internal streets include 5' wide sidewalks on one side. All parking along the public streets will be privately maintained.
CONDITIONAL ZONE?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
DESCRIPTION OF PROPOSED CONDITIONS	<p>The applicant is requesting reduced side setbacks for the residential section of the Planned Unit Development. A minimum side setback of six feet is proposed for the single-family, detached homes. A minimum side setback of three feet is requested for the townhomes. The townhome buildings will remain separated by at least 20 feet.</p> <p>The applicant proposes a reduced perimeter setback for the nonresidential section of the Planned Unit Development. The development standards require a setback of 150 feet. The perimeter buffer in this area will be enhanced. Additionally, the applicant proposes a restriction of uses.</p>

The applicant proposes a 50' streetscape along North First Street, which is wider than required.

In lieu of required public recreation area, the applicant is proposing to participate in a coordinated effort between developers in North Mebane to create a public, multi-use path network that will ultimately connect Cates Farm Park to Lake Michael Park.

CONSISTENCY WITH <i>MEBANE BY DESIGN</i> STRATEGY	
LAND USE GROWTH STRATEGY DESIGNATION(S)	G-3 Mixed Use, NC-119 and NC-119 Bypass
OTHER LAND USE CONSIDERATIONS	General Watershed Area Overlay District <i>Bicycle and Pedestrian Transportation Plan (2024)</i>
<i>MEBANE BY DESIGN</i> GOALS & OBJECTIVES SUPPORTED	<u>GROWTH MANAGEMENT GOAL 1.1</u> Encourage a variety of uses in growth strategy areas and in the downtown, promote/encourage a village concept that supports compact and walkable environments. <u>OPEN SPACE AND NATURAL RESOURCE PROTECTION GOAL 4.2</u> Provide greenways, parks and open space connectivity between different land uses and across major transportation corridors, thereby advancing safety and health. <u>OPEN SPACE AND NATURAL RESOURCE PROTECTION GOAL 4.3</u> Support park, greenway, and open space expansion in developed and developing areas, prioritizing connectivity between each location.
<i>MEBANE BY DESIGN</i> GOALS & OBJECTIVES <u>NOT</u> SUPPORTED	



UTILITIES REPORT

AVAILABLE UTILITIES	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
	The estimated daily water use for this project is approximately 60,000 gallons per day. The estimated daily sewer use for this project is estimated at 53,940 gallons per day calculated at 684 proposed bedrooms at 75 gallons per day per bedroom (51,300 gpd) and 3 acres of non-residential development at 880 gallons per day (2,640 gpd).
PROPOSED UTILITY NEEDS	<p>The project proposes two 8-inch connections to the City's existing 8-inch water lines along North First Street and the Preserve at Mill Creek. Internal project roadways will be served with 8-inch water lines and 6-inch water lines (cul-de-sacs) all with appropriate valves and fire hydrant spacing.</p> <p>The project proposes one 8-inch sanitary sewer connection to the City's existing 10-inch sanitary sewer outfalls along the creek near Potters Mill. Internal project roadways will be served with 8-inch sanitary sewer lines with properly spaced manholes.</p>
UTILITIES PROVIDED BY APPLICANT	The applicant has pledged to provide all on-site utilities, as described in the City Engineer's Technical Memorandum.
MUNICIPAL CAPACITY TO ABSORB PROJECT	The City has adequate water supply to meet the domestic demand and fire flow requirements of the phased project. Based on current use, the City has adequate sewer capacity at the downstream North Regional Sewer Pump Station and at the WRRF to meet the tributary demand of this phased project.
CONSISTENCY WITH MEBANE LONG RANGE UTILITY PLAN?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
ADEQUATE STORMWATER CONTROL?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
INNOVATIVE STORMWATER MANAGEMENT?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
TRANSPORTATION NETWORK STATUS	
CURRENT CONDITIONS	The development includes two proposed connections on N. First Street, which is a two-lane, secondary route maintained by the NDCOT. In 2023, NCDOT reported an annual average daily traffic count of 4,800 vehicles on the section of N. First Street between E. Stagecoach Road and the NC-119 Bypass. Additionally, the development shows two connections to the Preserve at Mill Creek.

TRAFFIC IMPACT ANALYSIS
REQUIRED?

☒YES ☐NO

DESCRIPTION OF RECOMMENDED
IMPROVEMENTS

The applicant is required to construct the following improvements on North First Street:

- At the southern entrance (Tembrook Drive), construct a southbound exclusive left turn lane on North First Street with a minimum of 100' of full storage and appropriate transitions per NCDOT requirements.
- At the southern entrance (Tembrook Drive), construct a northbound exclusive right turn lane on North First Street with a minimum of 100' of full storage and appropriate transitions per NCDOT requirements.
- At the northern entrance (Thatcher Street), construct a single-lane roundabout with single lane approaches and departures per NCDOT requirements.

Both driveways on North First Street must include a minimum 100' internal protected stem length, prohibiting all turning and parking maneuvers.

CONSISTENCY WITH THE MEBANE
BICYCLE AND PEDESTRIAN
TRANSPORTATION PLAN?

☒YES ☐NO

MULTIMODAL IMPROVEMENTS
PROVIDED BY APPLICANT?

☒YES ☐NO

DESCRIPTION OF MULTIMODAL
IMPROVEMENTS

The applicant is required to construct a multi-use path network consistent with that proposed in the *Bicycle and Pedestrian Transportation Plan*. Sidewalks are proposed on one side of all internal streets, with crosswalks and traffic calming appropriately provided. Bicycle racks are required for off-street parking areas.

STAFF RECOMMENDATION

STAFF ZONING
RECOMMENDATION

☒ APPROVE ☐ DISAPPROVE

STAFF SPECIAL USE FINDING

☐ CONSISTENT ☐ NOT CONSISTENT.....WITH MEBANE
BY DESIGN

RATIONALE

The proposed development "North Mebane Village" is consistent with the guidance provided within *Mebane By Design*, the City's Comprehensive Land Development Plan, and is in harmony with surrounding uses.



Technical Memorandum Date: February 10, 2025

To: Ashley Ownbey, Development Director

From: Franz K. Holt, P.E.

Subject: N. Mebane Village – City Engineer review

City Engineering has reviewed the Preliminary Site Plans for the Preserve as submitted February 3rd, 2025, by J. Michael Stocks, P.E. with Stocks Engineering, P.A. in Nashville, NC and provides the following technical comments.

- A. General** – N. Mebane Village is a single-family residential development (228 homes attached and detached) with 15,000 SF of non-residential development on approximately 61 plus acres. The proposed development is across from the N. First Street Townhomes and is adjacent to Potters Mill and the Preserve at Mill Creek.

The property is in the Graham-Mebane Lake public water supply watershed non-critical area. Plans show using the high-density option allowed in the balance of the watershed (non-critical area) with engineered stormwater control measures receiving storm water runoff from the proposed development (max. built upon area of 30% for the residential portion and 70% for the non-residential with a special intensity allocation being granted with zoning and plan approval).

City of Mebane water service is available from proposed 8-inch connections from N. First Street and with the Preserve at Mill Creek with sewer service from Mebane's 10-inch sewer outfall south of the property.

Internal streets are considered local and are typically 31-ft. b-b roll curb and gutter section with a 5-ft. wide concrete sidewalk located on one side of the street. Traffic control measures to reduce neighborhood speed include a median narrowing the pavement width to 11 ft. each side of the median (occurs prior to the connection with the Preserve at Mill Creek at Thatcher Road).

Plans include a 10-ft. wide asphalt multi-use path along the N. First Street frontage completing the multi-use path connection with Potters Mill at the creek crossing and with the Preserve at Mill Creek (near Potters Mill creek crossing and along Thatcher Road).

A single lane round-a-bout is proposed at the Thatcher Road intersection with N. First Street. Construction of the roundabout will be a joint responsibility with the Preserve at Mill Creek.

- B. Availability of City Water and Sewer** - In compliance with the UDO, this memo indicates that I have reviewed the preliminary water and sewer system layout and find it acceptable and meeting City of Mebane requirements as follows:

1. Water system – The project proposes two 8-inch connections to the Mebane's existing 8-inch



water lines along N. First Street and the proposed Preserve at Mill Creek (Thatcher and Raincliffe Streets). Internal project roadways will include 8-inch water lines and 6-inch (cul-de-sacs) all with appropriate valves and fire hydrant spacing. When designed and installed to City and State standards, these public lines will become part of the Mebane's water system.

The estimated daily water use for this project is approximately 60,000 gallons per day. The City has adequate water capacity available to meet the domestic demand and fire flow requirements of this phased project. In addition, the Long-Range Utility Plan anticipates future water improvements as multi-phase developments are built out over time.

2. Sanitary Sewer system – The project proposes 8-inch sanitary sewer connection to the City's existing 10-inch sanitary sewer outfalls along the creek near Potters Mill. Internal project roadways will be served with 8-inch sanitary sewer lines with properly spaced manholes. When designed and installed to City and State standards, these public lines will become part of the City's sanitary sewer collection system.

The estimated daily sewer use for this project is estimated at 53,940 gallons per day calculated at 684 proposed bedrooms at 75 gallons per day per bedroom (51,300 gpd) and 3 acres of non-residential development at 880 gallons per day (2,640 gpd). Based on current use, the city has adequate sewer capacity at the downstream North Regional Sewer Pump Station and at the WRRF to meet the tributary demand of this phased project. In addition, the Long-Range Utility Plan anticipates future wastewater improvements as multi-phase developments are built out over time.

C. Watershed Overlay District and Phase II Stormwater Requirements – Requirements of the Watershed Overlay District and Phase II Stormwater Post Construction Ordinance apply to this project as follows:

1. Watershed Overlay District requirements provided in the UDO - These requirements in the UDO are for the above the dam Back-Creek Watershed, which includes the Graham-Mebane Lake. This project lies in the GWA non-critical area allowing up to 30% built upon area with engineered stormwater control measures (SCMs) for residential development and a maximum of 70% built upon area with a special intensity allocation for non-residential development. The proposed SCMs (4) shown on the plans receive stormwater runoff from the proposed new development and will meet the requirements of the Water Supply Watershed Rules. Upon site stabilization, the developer will complete the engineered SCMs as fenced permanent devices owned and maintained by the property owners' associations.
2. Phase II Stormwater Post Construction Ordinance - The UDO provides standards for Storm Water Management and requires compliance with the Mebane Post Construction Runoff Ordinance (which is a stand-alone ordinance titled the Phase II Stormwater Post Construction Ordinance (SPCO)). The standards in the UDO are general standards as the



Ordinance itself provides detailed standards. The SPCO does apply to this project as it will disturb more than one acre of land requiring a stormwater permit application. The estimated new built upon area is greater than 24% and considered high density (SCMs are required).

As noted on the plans the site is to comply with the City of Mebane's Phase 2 rules, Water Supply Watershed rules, and Mebane's Storm Sewer Design Manual, which includes a Flood Study and all non-Mebane entities related to stream/flood plain impacts.

- D. Storm Drainage System** - The UDO provides requirements for storm drainage systems. The preliminary site plans include a preliminary piping layout that indicates certain pipe locations, inlets, and discharge points. Stormwater flows from these pipes to SCMs. Design of the storm drainage system will be in accordance with the City's Storm Drainage Design Manual.
- E. Street Access and Traffic Impact Analysis** – A TIA was completed by DRMP and reviewed by the city's consultant VHB and NCDOT. Off-site improvements were identified with NCDOT requirements as follows:

Findings and Requirements:

Based on the information provided, and as a condition of the pending driveway permit, the developer will be required to construct the following road improvements to mitigate the anticipated impacts of site traffic and provide acceptable operation. Unless otherwise specified, the applicant shall complete and place into operation all required road improvements prior to opening the development accesses to public traffic. The City of Mebane may have additional requirements relative to the proposed internal streets and existing municipal system.

Phase 1:

North First Street and Tembrook Drive/Proposed Site Access B Intersection:

- Construct Site Access B with one ingress lane and one egress lane under stop control.
- Provide a minimum 100' internal protected stem length prohibiting all turning and parking maneuvers.
- Construct a southbound exclusive left turn lane on North First Street with a minimum of 100' of full storage and appropriate transitions per NCDOT requirements.
- Construct a northbound exclusive right turn lane on North First Street with a minimum of 100' of full storage and appropriate transitions per NCDOT requirements.

Phase 2:

North First Street and Arendale Drive/Proposed Thatcher Street Intersection:

- Construct a single-lane roundabout with single lane approaches and departures per NCDOT requirements.
- Provide a minimum 100' internal protected stem length prohibiting all turning and parking maneuvers.



All improvements within NCDOT right-of-way will require an NCDOT encroachment agreement. Roadway connections to N. First Street will require NCDOT driveway permits.

- F. Construction Plan Submittal** - The preliminary plans show the proposed water lines, sewer lines, and storm drainage and stormwater management devices to indicate that the project is feasible for utility service and providing stormwater management. Based on city engineering review, it is my opinion that said plans are in substantial compliance with the UDO. Construction plans will follow preliminary plan approval and require TRC review and approval prior to beginning construction.

The traffic impact
analysis can
be accessed
[by clicking here.](#)



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

JOSH STEIN
GOVERNOR

J.R. "JOEY" HOPKINS
SECRETARY

February 11, 2025

ALAMANCE COUNTY

Evan Gittelman
DRMP, Inc.
1660 International Drive
Suite 600
McClean, VA 22102

Subject: Proposed North Mebane Village Development
Located on SR 2050, N. First Street
Review of Traffic Impact Analysis (TIA)

Dear Mr. Gittelman,

NCDOT staff has performed a review of the TIA sealed February 3, 2025 and the preliminary concept site plan enclosed therein. Based on the submitted information and upon conferring with City of Mebane staff, we offer the following comments.

General:

The proposed multi-use development is located on North First Street directly across from the previously approved North First Street Townhomes development. The development is proposed to be constructed in two phases. Phase 1 consists of 36 single family homes and 106 townhomes and is expected to be completed in 2028. Phase 2 consists of an additional 86 townhomes and 15,000 SF strip retail space and is expected to be complete in 2030. The site is expected to generate approximately 1152 unadjusted daily trips in phase 1 and 2672 unadjusted daily trips upon full build out. In Phase 1, site access is proposed via one full movement driveway identified as access B, adding a fourth leg to the existing intersection of North First Street and Tembrook Drive. In Phase 2, a second access is proposed via adding a fourth leg identified as Thatcher Street to the existing intersection of North First Street and Arendale Drive and converting the intersection to a single-lane roundabout.

Committed Improvements By Others:

A number of approved developments and the associated committed road improvements as identified in the TIA were considered in the analysis. There are no committed publicly funded improvements at the various study intersections.

Findings and Requirements:

Based on the information provided, and as a condition of the pending driveway permit, the developer will be required to construct the following road improvements to mitigate the anticipated impacts of site traffic and provide acceptable operation. Unless otherwise specified, the applicant shall complete and place into operation all required road improvements prior to opening the development accesses to public traffic. The City of Mebane may have additional requirements relative to the proposed internal streets and existing municipal street system.

Phase 1:

North First Street and Tembrook Drive/Proposed Site Access B Intersection:

- Construct Site Access B with one ingress lane and one egress lane under stop control.
- Provide a minimum 100' internal protected stem length prohibiting all turning and parking maneuvers.
- Construct a southbound exclusive left turn lane on North First Street with a minimum of 100' of full storage and appropriate transitions per NCDOT requirements.
- Construct a northbound exclusive right turn lane on North First Street with a minimum of 100' of full storage and appropriate transitions per NCDOT requirements.

Phase 2:

North First Street and Arendale Drive/Proposed Thatcher Street Intersection:

- Construct a single-lane roundabout with single lane approaches and departures per NCDOT requirements.
- Provide a minimum 100' internal protected stem length on Thatcher Street prohibiting all turning and parking maneuvers.

Multi-modal and Streetscape Enhancements:

Any locally stipulated multi-modal enhancements including but not limited to sidewalk, bike lanes, bus pull offs, lighting, landscaping etc. on State maintained routes are subject to NCDOT requirements and approval through the encroachment process.

Cross-Access Connectivity:

Provision of cross access with the adjacent properties, where feasible, is encouraged to accommodate internal connectivity and improve distribution of existing and future traffic volumes on the adjacent public road network.

General Requirements:

It is necessary to obtain an NCDOT driveway permit and/or encroachment agreement(s) prior to performing work on the NCDOT right of way. As a condition of the agreement, the applicant shall be responsible for design and construction of the above stipulated improvements in accordance with NCDOT requirements. An approved permit will be issued upon receipt of applicable approved roadway and signal construction plans, and any necessary performance and indemnity bonds.

The applicant shall dedicate any additional right of way necessary to accommodate the required road improvements or future improvements as stipulated.

The applicant shall verify that the proposed street and driveway connections provide for adequate vertical and horizontal sight distances in accordance with NCDOT requirements.

The applicant shall assess constructability of the required improvements and propose alternatives for consideration by the Department and local jurisdiction if determined to not be feasible.


Intersection radii and geometry shall be designed to accommodate turning movements of the largest anticipated vehicle.

All pavement markings shall be long life thermoplastic. Pavement markers shall be installed if they previously existed on the roadway.

The applicant shall be responsible for the installation and relocation of any additional highway signs that may be necessary due to these improvements and shall comply with the requirements of the MUTCD.

Feel free to contact me if you have any questions.

Sincerely,

DocuSigned by:

C60BB6060F8A458...

C. N. Edwards Jr., PE
District Engineer

Cc: W. R. Archer, III, PE Division Engineer
City of Mebane



Memorandum

To: Ashley Ownbey
Development Director
City of Mebane
106 East Washington Street
Mebane, NC 27302

Date: February 13, 2025

Project #: 39785.00, Task 03

From: Andrew Topp, PE, PTOE

Re: N Mebane Village Traffic Impact Analysis
Mebane, NC

A Traffic Impact Analysis (TIA) was prepared by DRMP for the proposed N Mebane Village development located on the east side of N 1st Street to the north of Stagecoach Road in Mebane, North Carolina. VHB is contracted by the City of Mebane to conduct an independent review of the Mebane Commercial development TIA. This memo provides a list of critical findings, following by an in-depth summary of study assumptions and analysis results.

List of Mitigation Recommendations

The following improvements were identified within the N Mebane Village TIA as a responsibility of multiple developers. The specific developer responsible for each improvement is indicated in [green](#):

- › N 1st Street and Tembrook Drive/ Site Access B
 - Construct Tembrook Drive with one ingress lane and one egress lane ([N 1st Street Townhomes](#)).
 - Provide stop control for Tembrook Drive ([N 1st Street Townhomes](#)).
 - Construct northbound left turn lane with 50' of storage plus appropriate deceleration and taper ([N 1st Street Townhomes](#)).
 - Construct Site Access B with one ingress lane and one egress lane ([N Mebane Village, 2028](#)).
 - Provide stop-control for Site Access B ([N Mebane Village, 2028](#)).
 - Provide an exclusive southbound left-turn lane with at least 50 feet of full storage and appropriate taper ([N Mebane Village, 2028](#)).
 - Provide an exclusive northbound right-turn lane with at least 50 feet of full storage and appropriate taper ([N Mebane Village, 2028](#)).
- › N 1st Street and Arendale Drive/Thatcher Street
 - Construct Arendale Drive with one ingress lane and one egress lane ([N 1st Street Townhomes](#)).
 - Provide stop control for Arendale Drive ([N 1st Street Townhomes](#)).
 - A developer agreement is in place between DRB and Lennar to split the responsibility of the construction of the proposed Thatcher Street ([Preserve at Mill Creek/N Mebane Village, 2030](#)).
 - Construct single-lane roundabout at intersection ([Preserve at Mill Creek/N Mebane Village, 2030](#)).
- › N 1st Street and St Andrews Drive
 - Modify existing pavement markings to provide an exclusive westbound left turn lane on Sain Andrews Drive ([Preserve at Mill Creek](#)).
- › Stagecoach Road and N 5th Street
 - Install a traffic signal ([Preserve at Mill Creek, 2028](#)).
- › Stagecoach Road and N 9th Street
 - Construct an exclusive eastbound left turn lane with 100' of storage plus appropriate deceleration and taper ([Preserve at Mill Creek](#)).

VHB Engineering NC, P.C. (C-3075)

Engineers | Scientists | Planners | Designers

Venture I, 940 Main Campus Drive, Suite 500, Raleigh, North Carolina 27606

P 919.829.0328 F 919.833.0034 www.vhb.com

- Construct an exclusive westbound left turn lane with 50' of storage plus appropriate deceleration and taper (**Preserve at Mill Creek**)

The following summarizes additional mitigation measures for the development with items in **red** denoting measures that should be considered in addition to mitigation measures that have been identified within the N Mebane Village TIA:

- › N 1st Street and Tembrook Drive/Site Access B
 - **Provide at least 100 feet of internal protected stem.**
 - **Provide an exclusive southbound left-turn lane with at least 100 feet of full storage and appropriate taper**
 - **Provide an exclusive northbound right-turn lane with at least 100 feet of full storage and appropriate taper**
- › N 1st Street and Arendale Drive/Thatcher Street
 - **Provide at least 100 feet of internal protected stem and vehicle queue storage along the westbound Thatcher Street approach between the internal circulatory roadway within the roundabout to the end of the median island at this development's first internal intersection that services the office/retail parking lot and Calla Lily Street.**
- › *Multimodal considerations: compliance of multimodal transportation requirements should be examined to ensure adequacy of pedestrian, bike, and transit facilities across the project site and along roadways comprising the property frontage. This includes providing sidewalks and/or multiuse paths along all internal streets and roadways along the site's frontage.*

Summary of TIA Assumptions and Results

Development Plan

Phase 1 of the proposed N Mebane Village mixed use development will consist of 36 single family homes and 106 townhomes, and is expected to be completed in 2028. Phase 2 will consist of 86 townhomes and 15,000 square feet of strip retail space. Site access to the site is proposed via one full movement driveway, adding a fourth leg to the existing intersection of N 1st Street and Tembrook Drive (phase 1). Another site access is proposed via Thatcher Street/Arendale Drive which will intersect with N 1st Street as a roundabout (phase 2). A final site access is indicated in the full build figures of the TIA. This access would be a continuation of N 9th Street north of Stagecoach Road (phase 2). Of note, Thatcher Street will contain internal intersections within the development that were not included in the analysis.

Study Area and Analysis Scenarios

The TIA included the following intersections through coordination with NCDOT and the City of Mebane:

- › NC-119 at N 1st Street (signalized)
- › N 1st Street at St. Andrews Drive (unsignalized)
- › N 1st Street at Stagecoach Road (signalized)
- › N 1st Street at Tembrook Drive/Site Access B (unsignalized, full access)
- › N 1st Street at Arendale Drive/Thatcher Street (roundabout)
- › Stagecoach Road at N 5th Street (signalized)
- › Stagecoach Road at N 9th Street (unsignalized)

The TIA included capacity analyses during the weekday AM and PM peak hours under the following scenarios:

- › 2024 Existing Traffic Conditions
- › 2028 No-Build Traffic Conditions

- › 2028 Phase 1 Build Traffic Conditions
- › 2030 No-Build Traffic Conditions
- › 2030 Full Build Traffic Conditions

Existing and No-Build Analysis Assumptions

Existing (2024) analysis was conducted based on traffic counts conducted on Tuesday, September 10 of 2024 during typical weekday AM (7 to 9 AM) and PM (4 to 6 PM) peak hours.

The No-Build scenario included an annual growth rate of one percent (1%) between the existing year (2024) and the future analysis years (2028 and 2030). Based on coordination with the NCDOT and the City, it was determined that the following adjacent developments were required to be included in the future year analyses:

- › Potter's Mill: The project was assumed to be in place in the 2028 future analysis year.
- › Stagecoach Corner: The project was assumed to be in place in the 2028 future analysis year.
- › N 1st Street Townhomes: The project was assumed to be in place in the 2028 future analysis year.
- › Preserve at Mill Creek: 100 units were included by 2028 with remaining trips assumed to be in place in the 2030 future analysis year.
- › Tupelo North. The project was assumed to be in place in the 2028 future analysis year.
- › Saddle Club. The project was assumed to be in place in the 2028 future analysis year.
- › Tupelo Junction. The project was assumed to be in place in the 2028 future analysis year.

As mentioned previously, there are several mitigation improvements committed by the approved developments that were incorporated into the future analyses.

Trip Generation & Distribution

Phase 1

Trip generation potential was determined based on methodology outlined in the ITE Trip Generation Manual, 11th Edition. Based on the TIA, Phase 1 of the proposed development is expected to generate 1,152 total daily unadjusted trips with 78 trips (19 entering, 59 exiting) occurring the AM peak hour and 98 (59 entering, 39 exiting) occurring in the PM peak hour.

Primary trips were determined after calculating the reduction from internal capture and pass-by trips.

Based on existing traffic patterns, population centers adjacent to the study area, and engineering judgment, primary vehicle site traffic for Phase 1 of this development were distributed as follows:

- › 35% to/from the west via NC-119
- › 30% to/from the south via N 1st Street
- › 10% to/from the west via Stagecoach Road
- › 10% to/from the south via N 5th Street
- › 5% to/from the east via Stagecoach Road
- › 5% to/from the north via NC-119
- › 5% to/from the south via N 9th Street

35% of pass-by trips are assumed to originate from the north on N 1st Street and 65% from the south on N 1st Street.

Phase 2

Trip generation potential was determined based on methodology outlined in the ITE Trip Generation Manual, 11th Edition. Based on the TIA, Full Build of the proposed development is expected to generate 2,672 total daily unadjusted trips with 161 trips (54 entering, 107 exiting) occurring the AM peak hour and 253 (142 entering, 111 exiting) occurring in the PM peak hour.

Primary trips were determined after calculating the reduction from internal capture and pass-by trips.

Based on existing traffic patterns, population centers adjacent to the study area, and engineering judgment, primary vehicle site traffic for Phase 2 of this development were distributed as follows:

- › 35% to/from the west via NC-119
- › 30% to/from the south via N 1st Street
- › 10% to/from the west via Stagecoach Road
- › 10% to/from the south via N 5th Street
- › 5% to/from the east via Stagecoach Road
- › 5% to/from the north via NC-119
- › 5% to/from the south via N 9th Street

The directional distributions for the site trips of Full Build conditions are the same as Phase 1; however, the trips were distributed differently at the study intersections due to the addition of the site access at N 1st Street and Arendale Drive/Thatcher Street as well as the proposed access at N 9th Street.

35% of pass-by trips are assumed to originate from the north on N 1st Street and 65% from the south on N 1st Street.

Capacity Analysis Results

Capacity analyses in the TIA were conducted following the NCDOT Congestion Management Capacity Analysis Guidelines. The analysis results and mitigation determinations are summarized below for each individual intersection, while LOS and delay are reported and summarized for stop-controlled approaches at unsignalized intersections.

NC 119 and N 1st Street (signalized)

ID	Intersection and Approach	Existing (2024)		Phase 1 No-Build (2028)		Phase 1 Build (2028)		Phase 2 No-Build (2030)		Full Build (2030)	
		AM	PM	AM	PM	AM	PM	AM	PM	AM	PM
1	NC 119 & N 1st Street	A (3.4)	A (3.9)	B (11.1)	A (8.6)	B (11.6)	A (9.4)	B (13.7)	A (9.9)	B (14.6)	B (11.7)
	Westbound	A-3.3	A-1.7	B-10.0	A-4.9	B-11.4	A-6.0	B-15.2	A-8.1	B-16.7	B-10.3
	Northbound	A-7.4	A-7.2	B-12.8	A-9.9	B-12.9	B-10.4	B-13.7	A-9.8	B-13.6	B-11.4
	Southbound	A-2.1	A-1.9	B-10.8	B-10.2	B-11.1	B-11.4	B-13.1	B-12.0	B-13.9	B-13.7

The TIA indicated that the signalized intersection is expected to operate at LOS B or better during both the AM and PM peak hours under existing and future conditions. No mitigation was recommended in the TIA by the proposed development.

The development is expected to have a minor impact at this location and operations are projected to continue operating at acceptable levels.

N 1st Street and St Andrews Drive (Site Drive 1) (unsignalized)

ID	Intersection and Approach	Existing (2024)		Phase 1 No-Build (2028)		Phase 1 Build (2028)		Phase 2 No-Build (2030)		Full Build (2030)	
		AM	PM	AM	PM	AM	PM	AM	PM	AM	PM
2	N 1st Street & St Andrews Drive	-	-	-	-	-	-	-	-	-	-
	Westbound	B-10.4	B-11.3	B-11.1	B-12.2	B-11.4	B-12.6	B-11.8	B-14.0	B-12.6	C-15.4

The TIA indicated that the westbound leg of this unsignalized intersection operated at a LOS C or better during both the AM and PM peak hours under existing and future conditions.

The following intersection improvements were recommended in the TIA:

- › Restripe westbound left-turn lane with 100 feet of storage plus appropriate deceleration and taper ([Preserve at Mill Creek](#)).

N 1st Street and Stagecoach Road (signalized)

ID	Intersection and Approach	Existing (2024)		Phase 1 No-Build (2028)		Phase 1 Build (2028)		Phase 2 No-Build (2030)		Full Build (2030)		Full Build (2030) with Improvements	
		AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM
3	N 1st Street & Stagecoach Road	B (10.5)	B (11.1)	B (19.5)	C (22.0)	C (20.3)	C (22.8)	C (26.7)	C (34.7)	C (28.6)	D (35.7)	C (22.5)	C (30.6)
	Eastbound	B-13.8	B-10.8	A-7.1	A-9.4	A-7.5	B-10.6	A-6.7	B-10.7	A-7.8	B-13.7	A-8.0	B-12.9
	Westbound	B-13.8	B-13.5	A-6.6	A-7.0	A-6.9	A-8.2	A-6.4	A-8.2	A-7.4	B-10.7	A-7.5	B-10.9
	Northbound	A-6.3	A-9.1	C-29.5	C-31.5	C-29.0	C-30.3	D-40.7	D-44.0	D-39.2	D-40.0	C-30.3	C-33.9
	Southbound	A-7.0	A-9.2	D-38.3	D-52.3	D-38.8	D-51.9	E-55.5	F-99.2	E-56.2	F-91.9	D-41.8	E-75.2

The TIA indicated that the signalized intersection is expected to operate at LOS D or better during both the AM and PM peak hours under existing and future conditions. No mitigation was recommended in the TIA by the proposed development.

The Full Build (2030) with Improvements analysis included signal timing adjustments that improved the operations at this intersection. It is recommended to monitor traffic operations at this intersection in the future and adjust signal timings as required.

N 5th Street and Stagecoach Road (signalized)

ID	Intersection and Approach	Existing (2024)		Phase 1 No-Build (2028)		Phase 1 Build (2028)		Phase 2 No-Build (2030)		Full Build (2030)		Full Build (2030) with Improvements	
		AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM
4	N 5th Street & Stagecoach Road	-	-	A (7.5)	B (14.2)	A (7.5)	B (14.6)	A (9.6)	B (18.3)	A (9.7)	B (19.1)	A (8.7)	B (17.6)
	Eastbound	---	---	A-1.9	A-6.0	A-1.9	A-6.7	A-2.1	A-6.7	A-2.1	A-7.8	A-2.3	A-9.1
	Westbound	---	---	A-4.5	A-8.9	A-4.5	A-9.2	A-5.3	B-11.8	A-5.5	B-12.6	A-6.0	B-12.1
	Northbound	B-12.7	C-17.5	D-41.4	D-40.8	D-41.4	D-40.7	D-53.6	D-50.4	D-53.7	D-50.2	D-41.8	D-41.6

This intersection is currently three-legged and stop-controlled at the northbound approach. This northbound approach experienced high delays during phase 1 (2028) No-Build and Build conditions with LOS of D. The TIA noted that an adjacent development, Preserve at Mill Creek, is expected to convert this intersection to signalized control by 2028. The TIA indicated that the signalized intersection would continue to operate at LOS D during the AM and PM peak hours during future conditions. The following intersection improvements were recommended in the TIA:

- › Convert intersection to a signalized intersection ([Preserve at Mill Creek](#)).

The Full Build (2030) with Improvements analysis included signal timing adjustments that improved the operations at this intersection. It is recommended to monitor traffic operations at this intersection in the future and adjust signal timings as required.

N 9th Street and Stagecoach Road (unsignalized)

ID	Intersection and Approach	Existing (2024)		Phase 1 No-Build (2028)		Phase 1 Build (2028)		Phase 2 No-Build (2030)		Full Build (2030)	
		AM	PM	AM	PM	AM	PM	AM	PM	AM	PM
5	N 9th Street & Stagecoach Road	-	-	-	-	-	-	-	-	-	-
	Northbound	B-11.1	B-13.2	C-15.2	D-27.2	C-15.4	D-27.8	C-17.5	E-44.8	C-17.9	E-49.5
	Southbound	B-10.8	B-11.5	B-11.6	B-12.9	B-11.7	B-13.0	B-12.8	B-14.7	B-12.9	B-14.8

The TIA indicated that the northbound approach of this stop-controlled intersection is expected to operate at LOS E during future (2030) PM conditions and LOS D or better under all other conditions. The southbound approach is expected to operate at LOS B during both the AM and PM peak hours under existing and future conditions. The following intersection improvements were recommended in the TIA:

- › Construct an exclusive eastbound left turn lane with 100' of storage plus appropriate deceleration and taper (Preserve at Mill Creek).
- › Construct an exclusive westbound left turn lane with 50' of storage plus appropriate deceleration and taper (Preserve at Mill Creek)

Note that the Preserve at Mill Creek development has committed to a 100' rather than 50' westbound left-turn lane improvement. The development is expected to have a minor impact at this location and operations are projected to continue operating at acceptable levels.

N 1st Street and Arendale Drive/Thatcher Street (roundabout)

ID	Intersection and Approach	Existing (2024)		Phase 1 No-Build (2028)		Phase 1 Build (2028)		Phase 2 No-Build (2030)		Full Build (2030)	
		AM	PM	AM	PM	AM	PM	AM	PM	AM	PM
6	N 1st Street & Arendale Drive/Thatcher Street	-	-	-	-	-	-	A (4.5)	A (5.8)	A (4.9)	A (6.7)
	Eastbound	---	---	B-11.0	B-11.5	B-11.2	B-11.9	A-4.3	A-4.1	A-4.6	A-4.6
	Westbound	---	---	---	---	---	---	A-4.2	A-5.0	A-4.8	A-6.0
	Northbound	---	---	---	---	---	---	A-4.1	A-6.5	A-4.4	A-7.7
	Southbound	---	---	---	---	---	---	A-5.0	A-5.2	A-5.4	A-6.0

The TIA indicated that this intersection is expected to operate as a three-legged two-way-stop-control intersection during phase 1 (2028) operations. For these conditions, the eastbound approach is expected to operate at LOS B. For phase 2 (2030) conditions, the intersection will be converted to a roundabout with construction of a fourth leg and is expected to operate at LOS A. The following intersection improvements were recommended in the TIA:

- › Construct Arendale Drive with one ingress lane and one egress lane (N 1st Street Townhomes).
- › Provide stop control for Arendale Drive (N 1st Street Townhomes).
- › A developer agreement is in place between DRB and Lennar to split the responsibility of the construction of the proposed Thatcher Street (Preserve at Mill Creek/N Mebane Village, 2030).
- › Construct single-lane roundabout at intersection (Preserve at Mill Creek/N Mebane Village, 2030).

The following additional improvement is also required at this location:

- *Provide at least 100 feet of internal protected stem and vehicle queue storage along the westbound Thatcher Street approach between the internal circulatory roadway within the roundabout to the end of the median island at this development's first internal intersection that services the office/retail parking lot and Calla Lily Street.*

Shifting the first internal intersection along Thatcher Street eastward helps reduce potential for conflicts for vehicles turning left at this intersection and avoiding westbound queues at the future roundabout. The spacing between this intersection and N 1st Street will need to be greater than under the initial stop control phase but will need to provide at least 100 feet of full vehicle storage between these intersections after the construction of the roundabout.

N 1st Street and Tembrook Drive/Site Access B (unsignalized)

ID	Intersection and Approach	Existing (2024)		Phase 1 No-Build (2028)		Phase 1 Build (2028)		Phase 2 No-Build (2030)		Full Build (2030)	
		AM	PM	AM	PM	AM	PM	AM	PM	AM	PM
7	N 1st Street & Tembrook Drive/Site Access B	-	-	-	-	-	-	-	-	-	-
	Eastbound	---	---	B-10.6	B-10.6	B-11.2	B-12.3	B-10.9	B-11.0	B-11.9	B-13.4
	Westbound	---	---	---	---	B-13.3	C-16.8	---	---	C-16.0	C-22.4

The TIA indicated that this unsignalized intersection is expected to operate at LOS C or better during both the AM and PM peak hours under existing and future conditions. The following intersection improvements were recommended in the TIA:

- › Construct Tembrook Drive with one ingress lane and one egress lane (N 1st Street Townhomes).
- › Provide stop control for Tembrook Drive (N 1st Street Townhomes).
- › Construct northbound left turn lane with 50' of storage plus appropriate deceleration and taper (N 1st Street Townhomes).
- › Construct Site Access B with one ingress lane and one egress lane (N Mebane Village, 2028).
- › Provide stop-control for Site Access B (N Mebane Village, 2028).
- › Provide an exclusive southbound left-turn lane with at least 50 feet of full storage and appropriate taper (N Mebane Village, 2028).
- › Provide an exclusive northbound right-turn lane with at least 50 feet of full storage and appropriate taper (N Mebane Village, 2028).

The following additional improvement is also required at this location:

- › *Provide an internal protected stem of at least 75 feet.*

Cc: C. N. Edwards Jr., PE, NCDOT Highway Division 7 District 1



AGENDA ITEM #6

DOWNTOWN EXTERIOR IMPROVEMENTS GRANT AWARDS

Meeting Date

March 3, 2025

Presenter

Ashley Ownbey, Development Director

Public Hearing

Yes ☐ No ☒

Summary

The City Council will consider awarding Downtown Exterior Improvements Grant (DEIG) funds to qualifying applications.

Background

At their November 1, 2021, meeting, the Mebane City Council formally adopted the Downtown Exterior Improvements Grant (DEIG) program. The approved budget for Fiscal Year 2024 – 2025 allocated \$50,000 for Downtown Improvements as a matching funds grant program that will reimburse an individual up to 50% of qualifying expenses for exterior improvements to a Downtown property in one of four categories:

- Façade improvements;
- Outdoor seating;
- Exterior artwork; and
- Preservation of historic architecture and buildings.

The City Council has awarded one applicant a total of \$6,912.50 for a qualifying request, leaving \$43,087.50 in grant funds available for award. Applications are now being accepted and considered for award on an open basis.

The City has received three new complete applications for consideration at the March 3 meeting:

1. 117 West Clay Street: \$10,000 to repair brick, mortar, and roof flashing
2. 126 West Clay Street: \$6,751.83 to replace windows, front door, and awning
3. 200 North Third Street: \$900 to replace three awnings

Financial Impact

Qualifying requests total \$17,651.83, to be awarded at the City Council's discretion. If the candidate project is awarded full grant funding, \$25,435.67 will remain in the DEIG pool, available to qualifying applicants on a first-come, first-serve basis and City Council discretion.

Recommendation

DEIG awards are made at the City Council's discretion. All applications included are complete and meet the criteria established by the City Council.

Suggested Motions

Motion to award \$17,651.83 in Downtown Exterior Improvement Grants to the applicants for the project described in the applications.

Attachments

1. 117 West Clay Street Application Package
2. 126 West Clay Street Application Package
3. 200 North Third Street Application Package

Grant Application

Date of Application: 2025-02-13

APPLICANT INFORMATION

Property Owner Name	Tammy Scarlett
Business Owner Name (if different*)	
Business Name	Big Oak Restoration
Phone #	336-214-4671
Street Address of Property	117 west Clay st
Applicant's Mailing Address	P.O. Box 73 mebane NC, 27302

*If outdoor seating is being provided offsite from primary business site, a copy of a lease agreement or similar document is needed

USE OF BUILDING AND DESCRIPTION OF PROPOSED PROJECT

Current use of building:	Home and Storefront
Proposed use of building:	Same
Business Name	Big Oak Restoration
Describe project details. Attach drawing, sketch, or photo of proposed project, specifically identifying changes and paint color for each detail of the building, along with an existing photo of the building: The roof and exterior brick of the building have lost integrity and at risk of spilling into the street or falling down. The repairs would re-structure the exterior and interior brick and repair the roof	
Total Estimated Cost of Exterior Improvements (Attach copies of all quotes, minimum of two quotes required for each portion of work and/or materials, grant will cover the sum of lowest quotes.): \$20,000-\$30,000	

CHECKLIST FOR COMPLETE APPLICATION

1. I have read the City of Mebane Exterior Improvements Grant documentation and fully understand the agreement.
2. The property owner's written permission is attached if the applicant is the business owner, including City pre-approval to place seating on the sidewalk.
3. Drawings, sketches, and/or pictures, including color scheme and sign design for project are attached.
4. Summary of project costs is attached, with copies of all quotes

I understand the City of Mebane Exterior Improvement Grant Program must be used in the manner described in this application, and the application must be reviewed and approved by the Mebane City staff prior to commencement of any project. I understand that failure to comply with the approved application may result in a forfeiture of all grant funds.

Applicant Signature:  Date: 2025-02-13

Signature Certificate

Reference number: 6WCZH-IWJG3-QTHGR-GXPE4

Signer

Jacob Scarlett

Email: jacobsc44@gmail.com

Sent:

Viewed:

Signed:

Timestamp

13 Feb 2025 16:22:11 UTC

13 Feb 2025 16:28:53 UTC

13 Feb 2025 16:29:50 UTC

Signature



Recipient Verification:

✓ Email verified

13 Feb 2025 16:28:53 UTC

IP address: 174.194.130.33

Document completed by all parties on:

13 Feb 2025 16:29:50 UTC

Page 1 of 1



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ESTIMATE

Compound Brick builders
798 west davis street
burlington 27215
United States

cpbuilders@gmail.com

FOR

Tammy Scarlett
117 west clay st
MEBANE 27302
United States

Estimate No.: 1946
Issue date: 1/22/2025
Valid until 4/23/2025

Thank you for your business.

DESCRIPTION	QUANTITY	UNIT PRICE (\$)	AMOUNT (\$)
Brick replacement and partial repair	1	25,000.00	25,000.00
Estimate for Urgent Brick and Roof RepairUpon inspection, the brickwork at the top of your building is in critical condition and requires immediate attention. The mortar has severely deteriorated, leaving the bricks loose and vulnerable to further structural damage. This lack of stability is not only a safety concern but is also allowing water infiltration, which is contributing to ongoing leaks in the roof and interior walls.Additionally, we have observed significant wear on the flashing and sealant around the upper brickwork, further exacerbating the issue. The compromised mortar joints are no longer providing adequate protection, leading to moisture penetration that, if left untreated, will accelerate decay, cause further brick displacement, and potentially lead to costly structural repairs.To address these issues, we recommend a full tuckpointing and brick replacement in the affected areas, ensuring long-term stability and water resistance. Our repair process will include: Removal of all loose and deteriorated bricks to prevent further structural risks. Repointing and reinforcing mortar joints with high-quality, weather-resistant materials. Replacement of damaged bricks to restore integrity and appearance. Resealing and flashing repairs to prevent further water intrusion. Given the advanced stage of deterioration, delaying these repairs will only lead to escalating costs and potential safety hazards. Our team is prepared to complete the work efficiently while ensuring the highest standard of craftsmanship. Please let us know how you would like to proceed.			
SUBTOTAL:			\$25,000.00
TAX 7% from \$25,000.00			\$1,750.00
TOTAL (USD):			\$26,750.00

Estimate

JF Roofing , 1010 jefferson , Greensboro NC 27214, United States

FOR
Tammy Scarlett
117 West Clay St
Mebane NC 27302
United States

Estimate No.: **376**
Issue date: **Feb 3, 2025**
Valid until: **Apr 4, 2025**

Estimate No.: 376	Issue date: Feb 3, 2025	Valid until: Apr 4, 2025	Total due \$20,000.00
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Description	Quantity	Unit price (\$)	Amount (\$)
Roof repair	1	20,000.00	20,000.00
Scope of Work:The repair work for this brick building will address two major issues: the failing brick and mortar as well as the leaking roof. Both areas require extensive repairs to ensure the building is structurally sound and weather-resistant. The following is a detailed breakdown of the repairs needed			
Tuckpointing: The mortar joints between bricks have eroded or failed and will need to be repointed. This involves removing damaged mortar, cleaning the joints, and applying new mortar.			
Estimated Cost:			
Labor and Materials for Tuckpointing: \$7,000 - \$9,000			
Brick Replacement : \$2,000 - \$3,000			
Cleaning and Final Touch-ups: \$500 - \$1,000			
Roof Reflashing: Flashing around roof penetrations will be removed, replaced, and resealed to prevent further water intrusion. Flashing is crucial for directing water away from vulnerable areas of the roof.			
Estimated Cost:			
Labor for Roof Inspection and Leak Diagnosis: \$500 - \$1,000			
Roof Flashing Replacement and Resealing: \$5,000 - \$7,000			
Total (USD):			\$20,000.00



Alpha Omega Roofing Company

The First and Last Roofing Specialist You Will Ever Need!

Burlington, NC

336 675 3352

February 5, 2025

Property Located

117 West Clay Street

Mebane, NC

Estimate for Services

Inspected roof at above location and determined that the current roof system is actually 2 roofs. The top roof is a granulated torch down that is approximately 20 years old. When it was installed, the membrane was mechanically attached to an existing deteriorating brick wall. Over time this wall has continued to deteriorate to the point that the termination bar is allowing moisture to get behind the membrane and into the dwelling. The brick wall above the membrane has lost mortar and the bricks are loose. There is cap flashing in some areas that is rusted and loose as well.

We recommend installing a 100% silicone coating over the base of the roof. The granulated torch down provides a good foundation and surface that the coating will bond to well. As for the walls we recommend a silicone flashing. Once the coating and flashing sets up we recommend installing cap flashing on top of wall. This will provide a long term liability free roof system for many years to come.

The existing gutter system on the rear elevation needs to be replaced. We recommend a 6 inch seamless gutter with a large downspout.

Total Cost of Services for repairs detailed above.....\$20,000.00

Amount to be paid in advance for materials and set up.....\$10,000.00

To be paid in full upon completion of each home.

Alpha Omega Roofing
Contractor

Property Representative

10 Year Workmanship Warranty on Labor

Thank you for considering Alpha Omega!



Grant Application



Date of Application: 2/17/25

APPLICANT INFORMATION

Property Owner Name	<u>Sulphur Properties</u>
Business Owner Name (if different*)	<u>Gourmet Grove - Allyson Atherton</u>
Business Name	<u>Gourmet Grove</u>
Phone #	<u>(919) 381-8668</u>
Street Address of Property	<u>126 W. Clay St. Mebane, NC 27302</u>
Applicant's Mailing Address	<u>"</u>

*If outdoor seating is being provided offsite from primary business site, a copy of a lease agreement or similar document is needed

USE OF BUILDING AND DESCRIPTION OF PROPOSED PROJECT

Current use of building:	<u>Retail</u>
Proposed use of building:	<u>Retail</u>
Business Name	<u>Gourmet Grove</u>
Describe project details. Attach drawing, sketch, or photo of proposed project, specifically identifying changes and paint color for each detail of the building, along with an existing photo of the building: <u>Replace Windows and doors at front of building-</u> <u>Add awning above door / Replace back windows</u>	
Total Estimated Cost of Exterior Improvements (Attach copies of all quotes, minimum of two quotes required for each portion of work and/or materials, grant will cover the sum of lowest quotes.): <u>Approximately \$9,500 / w/awning 12,500</u>	

CHECKLIST FOR COMPLETE APPLICATION back windows approx \$3500

1. I have read the City of Mebane Exterior Improvements Grant documentation and fully understand the agreement.
2. The property owner's written permission is attached if the applicant is the business owner, including City pre-approval to place seating on the sidewalk.
3. Drawings, sketches, and/or pictures, including color scheme and sign design for project are attached.
4. Summary of project costs is attached, with copies of all quotes

I understand the City of Mebane Exterior Improvement Grant Program must be used in the manner described in this application, and the application must be reviewed and approved by the Mebane City staff prior to commencement of any project. I understand that failure to comply with the approved application may result in a forfeiture of all grant funds.

Applicant Signature: Allyson Atherton

Date: 2/17/25

ALAMANCE GLASS INC.

202 ALAMANCE RD.

BURLINGTON, NORTH CAROLINA 27215

(336) 227-6694

FAX (336) 570-2038

To: The Gourmet Grove

Attn: Will Atherton (919) 699 0026

OTATION

5

PROJECT: Front Windows

LOCATION: 126 W. Clay St, Mebane NC.

Scope: To provide and install the following:

(Metal) YKK YES 45 TU Dark Bronze Color.

(Glass) 1" I.G SolarBan 70 Over Clear Tempered.

2 Thus) 55" X 58 1/2" (Storefront Fixed Windows)

INSTALLED, TAX INCLUDED: \$ 4,634.00

NOTE: THE FINISHING OF THE INSIDE WALLS WOOD CASING, PLASTER, PAINT, ETC. IS NOT INCLUDED IN THIS QUOTE, IS DONE BY OTHERS.

QUOTE VALID FOR 30 DAYS.

Antonio Chavez - Commercial Estimator

CELL: (336) 382 7280

E-MAIL: achavez.alamanceglass@gmail.com

REPLY TO:

ALAMANCE GLASS, INC.

202 ALAMANCE RD.

BURLINGTON, NORTH CAROLINA 27215

ALAMANCE GLASS INC.

202 ALAMANCE RD.

BURLINGTON, NORTH CAROLINA 27215

(336) 227-6694

FAX (336) 570-2038

To: The Gourmet Grove

Attn: Will Atherton (919) 699 0026

QUOTATION

PROJECT: Front Entrance **Door**
LOCATION: 126 W. Clay St, Mebane NC.

Scope: To provide and install the following:

(Metal) YKK YES 45 TU Dark Bronze Color

(Glass) 1" I.G SolarBan 70 Over Clear Tempered

(Door) 3'0" X 7'0" L.H Single, Narrow Style, Offset Pivots, 10" Bottom Rail, Adams-Rite MS Lock
Hook-Bolt, Keyed Exterior, Thumbturn Interior, 1" Round Push/Pull Handles, Surface Mount Closer.

1 Thus) 40" X 105" (Storefront Entrance With Transom)

INSTALLED, TAX INCLUDED: \$3,936.00

NOTE: THE FINISHING OF THE INSIDE WALLS WOOD CASING, PLASTER, PAINT, FLOOR, ETC. NOT INCLUDED IN THIS QUOTE, IS DONE BY OTHERS.

QUOTE VALID FOR 30 DAYS.

Antonio Chavez - Commercial Estimator

CELL: (336) 382 7280

E-MAIL: achavez.alamanceglass@gmail.com

REPLY TO:

ALAMANCE GLASS, INC.

202 ALAMANCE RD.

BURLINGTON, NORTH CAROLINA 27215

ALAMANCE GLASS INC.
202 ALAMANCE RD.
BURLINGTON, NORTH CAROLINA 27215
(336) 227-6694
FAX (336) 570-2038

To: The Gourmet Grove

Attn: Will Atherton (919) 699 0026

OTATION

25

PROJECT: Back Windows

LOCATION: 126 W. Clay St, Mebane NC.

Scope: To provide and install the following:

(Windows) WestCo Thermal Aluminum Bronze Color, 7/8" I.g Cardinal 270 low-E Clear Color 9/16" Flat Bronze grids, Argon Glass, Full Screen.

2 Thus) 41" X 61 1/2"

INSTALLED, TAX INCLUDED: \$4,023.00

NOTE: THE FINISHING OF THE INTERIOR WALLS WOOD CASING, PLASTER, PAINT, ETC. IS NOT INCLUDED IN THIS QUOTE, IS DONE BY OTHERS.

QUOTE VALID FOR 30 DAYS.

Antonio Chavez - Commercial Estimator

CELL: (336) 382 7280

E-MAIL: achavez.alamanceglass@gmail.com

REPLY TO:

ALAMANCE GLASS, INC.

202 ALAMANCE RD.


BURLINGTON, NORTH CAROLINA 27215

From: Mike Jones mikej@ricesglasscompany.com
Subject: Breakdown pricing
Date: Feb 12, 2025 at 2:14:23 PM
To: willaton@yahoo.com

Sent from my iPhone

MARKABULL (919) 490-1424 62789*

SERVICE ORDER



RICE'S GLASS COMPANY
Complete Glass Service
107 LLOYD STREET POST OFFICE BOX 40
CARRBORO, N.C. 27510

ORDER NO. **194683**

OFFICE PHONE
(919) 967-9214

P.O.#

NAME Will ATHERTON

ADDRESS 126 W. CLAY STREET

CITY MEBANE STATE N.C. ZIP _____

SERVICE TRUCK # _____

JOB: "SAME"

SALESPERSON MIKE JONES

CASH ☐ C.O.D. ☒ CHARGE ☐

DATE 1/24/25 PHONE 919.699.0026

QUANTITY	DESCRIPTION	UNIT PRICE	NET TOTAL
ITEM (A) BASE	FURNISH AND INSTALL THE FOLLOWING:		
	* BRONZE ANODIZED FINISH		
(1) EACH	* 1 3/4" x 6 1/2" ALUMINUM TRANSOM DOOR FRAME		
	* 30" x 70" MEDIUM STYLE ALUMINUM DOOR		
	* STD. PUSH PULL		
105"	* STD. LOCK WITH CYLINDER AND INTERIOR THUMB TURN		
	* 10" HIGH BOTTOM HANDICAP RAIL		
	* SURFACE MOUNTED DOOR CLOSER		
	* OFF SET PIVOTS		
	* 7" MILL THRESHOLD		
39 1/2"	* DOOR SWEEP		
	* LOW "E" INSULATED GLASS		
	* 2" x 4 1/2" FLUSH GLAZED ALUMINUM FRAMING		
(2) EACH	* LOW "E" INSULATED GLASS		
60"	* ALUMINUM FLASHING		
55"			
	TOTAL		\$8,960.00
	NOTE: PRICE INCLUDES DEMOLITION OF EXISTING WINDOW	DEPOSIT	- 4,480.00

BEFORE DEMO

(A) DOOR + FRAME ONLY + DEMO
\$3,886.00

(1) PER WINDOW + DEMO
WINDOWS \$2,537.00

FRAMES, CASE, DOOR, DOOR FRAME AND WOOD TRIM ONLY		BALANCE	\$4,480.00
ITEM (B)	FURNISH AND INSTALL NEW TRIM AND PAINT AT FRONT ELEVATION (2 WINDOWS AND 1 DOOR) NON ROT	TOTAL	\$3,850.00
ITEM (C) FURNISH AND INSTALL (2) EACH WINDOWS AND TRIM AT REAR ELEVATION		CUSTOMER SIGNATURE _____	
ORIGINAL COPY H-34"x52" (VINYL) - WHITE FINISH		TOTAL	\$3,980.00

10:33



1 of 1



+1 (919) 291-1698

Frame
Playback inside Frame

Hi Will,

They are still trying to fix my email
I apologize, but I figured I would
just text you the pricing.

(2) picture windows for front/
rebuild framing with PVC 20yr
warranty-\$3746.13

(2) double hung windows for rear/
rebuild framing with PVC 20yr
warranty-\$3465.80

Cloth awning for front door
\$1988.75

The door pricing is in the pictures,
I built one with full view so you
could see the difference. Also I
went with black hardware for both
b/c it was a little cheaper. All
prices include all material, labor,
and taxes. Please let me know if
you have any questions.


Thanks
Mark


Fri, Jan 31 at 11:29 AM



iMessage



 Add Item

 Copy Job



Edit



Copy



Delete



Will

01 Quantity

\$5,360.22 Sell Price



Include



Legacy Single Entry Door in FrameSaver Frame

36" x 84" Nominal Size

Unit Size: 37 9/16" x 100 3/16"

Frame Depth: 4 9/16"

2" Standard Brickmold

Left Hand Inswing - Inside Looking Out

Entry Door

1 Panel 437 Style 20-Gauge Smooth Steel Door

With High-Definition Embossing

ComforTech DLA

Daybreak Inside and Outside

Rectangular Transom

Transom Size: 37 9/16" x 15 7/16"

ComforTech DLA

Hardware

All Hardware in Black Finish

Plymouth Grip Entrance Handle Outside

Georgian Handle Inside

Thumbturn Deadbolt

Frame



Edit



Copy



Delete



Will 2

01 Quantity

\$5,191.72 Sell Price



Include



Legacy Single Entry Door in FrameSaver Frame

36" x 84" Nominal Size

Unit Size: 37 9/16" x 100 3/16"

Frame Depth: 4 9/16"

2" Standard Brickmold

Left Hand Inswing - Inside Looking Out

Entry Door

460 Style 20-Gauge Smooth Steel Door

ComforTech DLA

Daybreak Inside and Outside

Rectangular Transom

Transom Size: 37 9/16" x 15 7/16"

ComforTech DLA

Hardware

All Hardware in Black Finish

Plymouth Grip Entrance Handle Outside

Georgian Handle Inside

Thumbturn Deadbolt

Frame

Daybreak Inside Frame

FrameSaver Inside Mull Cover - Daybreak

Mill Finish ADA Compliant Threshold

5 5/8" Threshold Depth

Black Ball Bearing Hinges



Burlington Awning LLC

Bryan Foushee

2421 John Thompson Rd

Graham NC 27253

336-260-6410

smgbryan@aol.com

ESTIMATE

EST0509

DATE

Feb 20, 2025

TOTAL

USD \$1,100.00

TO

The Gourmet Grove - Will Atherton

126 W Clay Street

Mebane NC

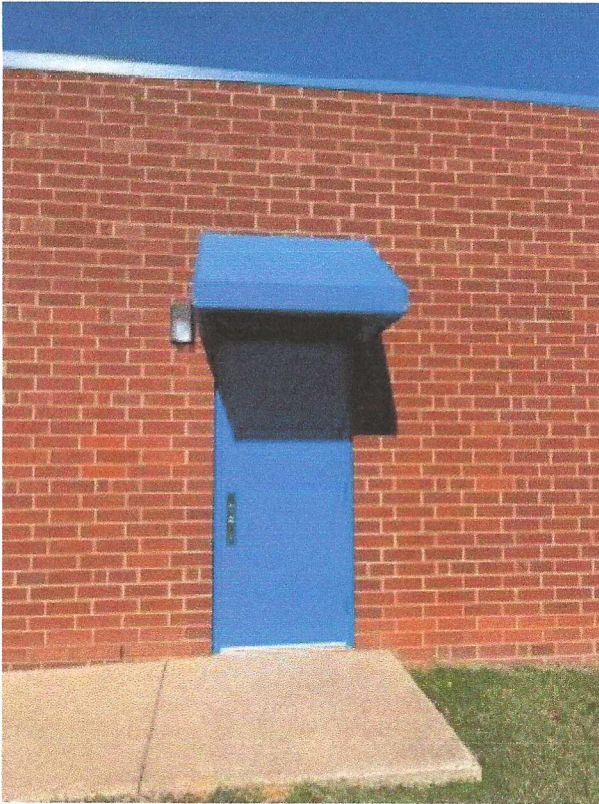
☐ 336-699-0026

willaton@yahoo.com

DESCRIPTION	RATE	QTY	AMOUNT
New Traditional Awning	\$850.00	1	\$850.00
Fabricate and Install awning			
Dim: 36" drop x 48" projection x 52" wide with 8" solid valence			
Fabric : Sunbrella Exceed FR Black			
Frame: 1" square aluminum tubing - mill finish - welded construction			
Graphic on valence	\$250.00	1	\$250.00
Graphic file to be supplied by customer			
TOTAL			USD \$1,100.00

50% deposit with order

No permit or engineering fees included in quote (if required)



Grant Application



Date of Application: 2.4.25

Property Owner Name	Leonard Wagner
Business Owner Name (if different*)	Meghan Wagner
Business Name	The Go Girl Shoppe
Phone #	(919) 9980056
Street Address of Property	200 North 3rd Street
Applicant's Mailing Address	

*If outdoor seating is being provided offsite from primary business site, a copy of a lease agreement or similar document is needed

Current use of building:	Boutique
Proposed use of building:	
Business Name	The Go Girl Shoppe
Describe project details. Attach drawing, sketch, or photo of proposed project, specifically identifying changes and paint color for each detail of the building, along with an existing photo of the building: We are requesting grant money for new outdoor awnings. The awnings will be black on front of shop. A total of 3 awnings will be replaced.	
Total Estimated Cost of Exterior Improvements (Attach copies of all quotes, minimum of two quotes required for each portion of work and/or materials, grant will cover the sum of lowest quotes.): I have attached 2 estimates to replace new awnings.	

1. I have read the City of Mebane Exterior Improvements Grant documentation and fully understand the agreement.
2. The property owner's written permission is attached if the applicant is the business owner, including City pre-approval to place seating on the sidewalk.
3. Drawings, sketches, and/or pictures, including color scheme and sign design for project are attached.
4. Summary of project costs is attached, with copies of all quotes

I understand the City of Mebane Exterior Improvement Grant Program must be used in the manner described in this application, and the application must be reviewed and approved by the Mebane City staff prior to commencement of any project. I understand that failure to comply with the approved application may result in a forfeiture of all grant funds.

Applicant Signature: _____

Date: 2.5.25

PDF

Print

Burlington Awning LLC

Bryan Foushee
2421 John Thompson Rd
Graham NC 27253
336-260-6410
smgbryan@aol.com

ESTIMATE

EST0497

DATE

Feb 3, 2025

TOTAL

USD \$1,800.00

TO**Go Girl Shoppe**

Meghan Wagner
200 North 3rd Street
Mebane NC 27302
gogirlshoppe@gmail.com

DESCRIPTION	RATE	QTY	AMOUNT
Recover (3) Traditional awnings	\$1,800.00	1	\$1,800.00
Fabric: Excced FR Sunbrella Black			
Reuse existing frames and replace fabric			
Dim: 3' wide, 13' wide , 4' wide			

TOTAL

USD \$1,800.00

50% deposit with order

No permit or engineering fees included in quote (if required)

awnings

Proposal

Prepared by Don DeFavero

919-309-4444

Thursday, August 15, 2024

CLIENT: The Go Girl Shoppe

ADDRESS: 200 N. 3rd St
Mebane, NC

PHONE: 919.667.5343 (Debbie Wagner)

EMAIL: dawagner5586@gmail.com

DAC Awnings, Inc is family-owned and operated since 1942
DAC Awnings, Inc is fully Insured and uses NO Subs

ARCHITECTURAL FABRIC AWNINGS

Materials and labor to fabricate three recovers. All work by DAC Awnings.

- **Fabric- Sunbrella Fabric- SOLID COLOR**
- **Frame- Reuse Frames**
- **Attachment- Standard Clip**
- **Re-Installation- Warranted for 1-Year**

PROJECT COST- \$2,996.22 Including materials, labor and tax.

***To move forward, please return signed proposal along with 50% deposit ***

Signature

Date

TERMS & CONDITIONS

Buyer is responsible for obtaining any and all permits and/or licenses required for this installation, if necessary. Pricing is based on a standard 40 hour work week with no off hours or overtime included and work being completed in one continuous operation. Pricing is based on clear open unimpeded access to work area without other trades interfering. DAC Awnings is a Real Property Contractor and requires an Affidavit of Capital Improvement per new NC Tax Law.

DAC Awnings Manufacturing Headquarters
6709 Mt Herman Church Rd / Durham, NC 27705
Ph. 919.309.4444



Meghan Wagner <gogirlshoppe@gmail.com>

(no subject)

1 message

Meghan Wagner <gogirlshoppe@gmail.com>

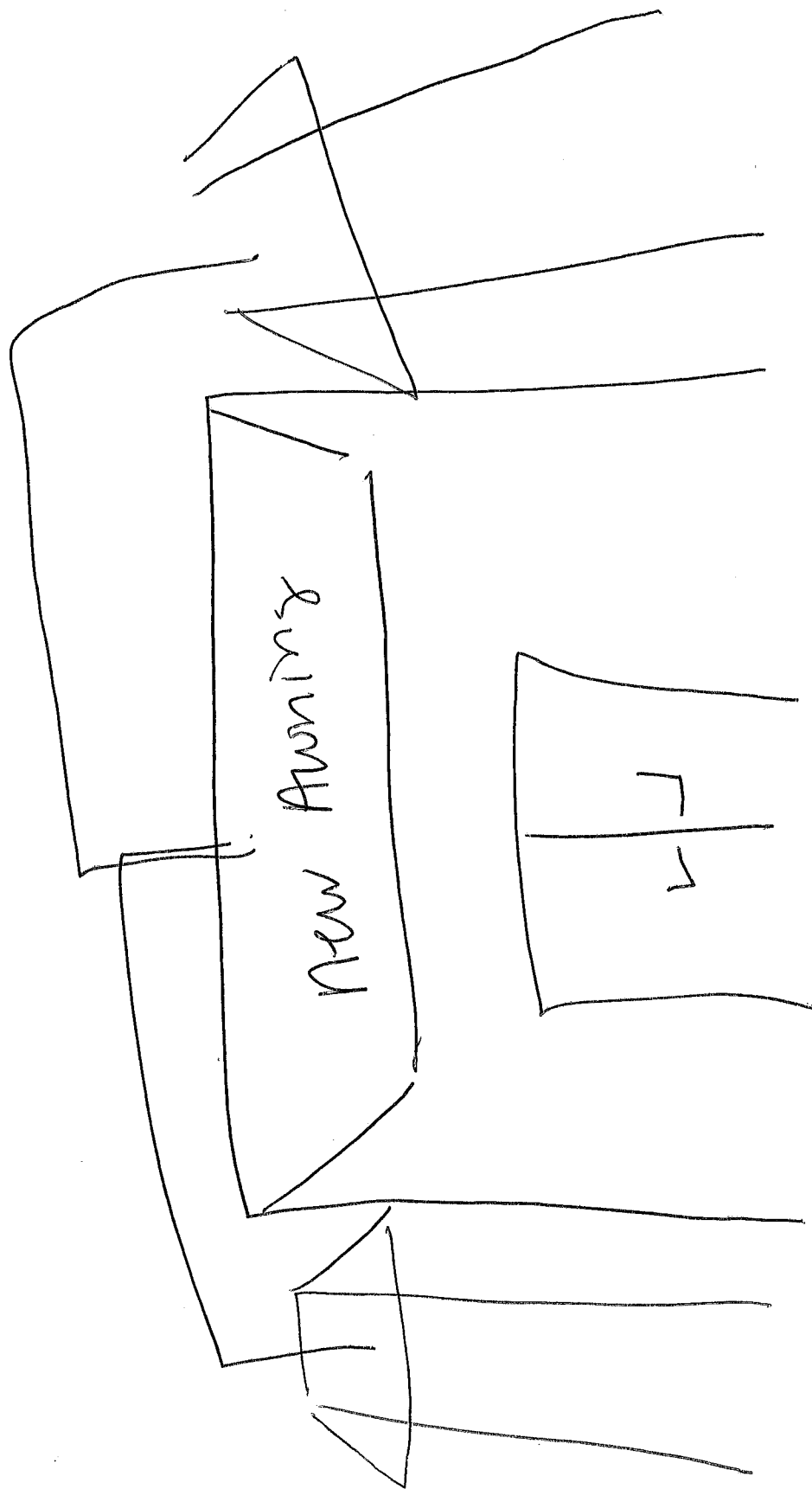
Tue, Feb 4, 2025 at 12:35 PM

To: Meghan Wagner <gogirlshoppe@gmail.com>

I give Meghan Wagner, Owner of the Go Girl Shoppe at 200 North 3rd Street, Mebane NC to apply for the Mebane Exterior Improvement Grant for 2025. If there are any questions or concerns regarding this please reach out to me, Leonard Wagner, (919)201-7310.

Leonard Wagner

The Go Girl Shoppe





AGENDA ITEM #7

Recreation and Parks Advocacy Commission (RPAC) Appointment

Meeting Date

March 3, 2025

Presenter

Aaron Davis, Recreation and Parks Director

Public Hearing

Yes ☐ No ☒

Summary

Recreation and Parks Advocacy Commission Appointment due to recent resignation.

Background

The Recreation and Parks Advocacy Commission received an e-mail resignation from Jesse Alston on January 13th. His resignation leaves a two-year term vacant on the RPAC. We received seven applications for this position; however, two applicants who live outside Mebane ETJ applied. Richard Helms also applied for this position but was appointed to the BPAC last month, so he is ineligible as well. The four remaining applicants all live in the City Limits of Alamance County, Mebane.

Financial Impact

N/A

Recommendation

Staff recommends for City Council to make an appointment to the RPAC for a two-year term starting in March 2025 and ending in December 2026.

Suggested Motion

Motion to appoint one individual to serve a two-year term with RPAC, beginning in March 2025 and ending in December 2026.

Attachments

1. RPAC Application Notification with information for 2025-2027
2. RPAC Applications – Quick List
3. RPAC Submitted Full Applications (7)
4. RPAC Advertisements #1 and #2



City of Mebane

Recreation and Parks Advocacy Commission

Application Information



The City of Mebane is recruiting members for the Recreation and Parks Advocacy Commission to provide direction to the City Council and the Recreation and Parks Department regarding matters related to Recreation and Parks programs, facilities, policies, and its long-range plan. These members also must be a “Champion” of Recreation and Parks by promoting parks, programs, and events to other citizens, legislators, and others to understand, first hand, the essential value that Recreation and Parks has to our positively charming community.

Advocacy Commission Purpose

- Serve as a liaison between City officials and the citizens on Recreation and Parks matters;
- Provide guidance and feedback to the Recreation and Parks Department and City Council in matters affecting programs, facilities, policies, and long-range plans for Recreation and Parks;
- Inform and educate the general public about the importance and need for Recreation and Parks programs, facilities and services;
- Volunteer to work with leaders in Recreation and Parks facilities, programs and activities;
- Assist in developing an updated master plan to meet the present and future needs for programs, services, park facilities, open spaces and to advise in establishing priorities for each of these;
- Recommend changes, updates, and the approval of rules, policy and procedures pertaining to the use of public parks and facilities, including fees and charges.

Applications are Accepted

Annually from August – Early October and/or when any vacancies occur.
Full-term appointments are for three-years
Official terms begin on January 1 the following year.
Applications will be accepted on-line only using the Recreation and Parks Registration Software “Civic Rec”
www.tinyurl.com/cityofmebanerec

For more information or questions,
please e-mail the Recreation and Parks Director
adavis@cityofmebane.com

Appointment Process

Applicants must reside in Mebane City Limits or the Extraterritorial Jurisdiction (ETJ) of Mebane and must submit an application to the Recreation and Parks Director online using the Recreation and Parks Software by the deadline date for consideration. The Mebane City Council will make appointments for three-year terms each November and partial terms when vacancies occur. The Mebane City Council will initially select six Commission members along with a seventh member, from a local school. Members will vote on a Commission Chair, Vice-Chair and Secretary at the first meeting each year. Positions will be held for one year. Following the one-year term, the Vice-Chair will assume the role of Commission Chair and a Vice-Chair and Secretary will be voted in.

Meeting Information

The Advocacy Commission meets every other month on the 3rd Monday of those months at 6:00 pm, for approximately 2 hours, at The Mebane Arts and Community Center. Special meetings may be called at any time as needed.

Attendance Requirements

Faithful attendance at the meetings of the Recreation and Parks Advocacy Commission is a requirement for membership on the Commission to maintain continuity and cohesion in the deliberation and recommendations. This attendance policy is intended to encourage the regular attendance of its members. The City Council may remove a member with a pattern of absenteeism or partial participation in regular or special meetings

Roster Report

Recreation & Parks Advocacy Commission Application

Mebane Recreation & Parks Department

919-563-3629

info@cityofmebane.com

www.cityofmebanenc.gov



	Name	Street Address	City	State	Email	Phone	
1	Bryan Briggs - 47	351 Brinkley Cir	Mebane	NC	briggsb77@gmail.com	336-263-9520	CL
2	Michael Brown - 38	1103 Coquina Court	Mebane	NC	mikebrown1103@gmail.com	919-641-3349	CL
3	Conni Fisher - 49	209 East Jackson St	Mebane	NC	connif@gmail.com	336-512-2379	CL
4	Richard Helms III - 27	807 Socata Ln	Mebane	NC	legendforhire@legendforhire.com	919-530-9993	CL
5	Heather James - 34	502 N First St	Mebane	NC	heatherleemae@gmail.com	336-380-5829	CL
6	Evelyn Kreiley - 39	4520 Union Ridge Road	Burlington	NC	evelyn.kreiley@gmail.com	585-738-7360	
7	Troy Matherly - 34	2628 Mebane Rogers	Burlington	NC	tmatherly309@gmail.com	336-214-0845	

Returning RPAC Members

Sherri Seagroves - 63 - City Limits

Shawnee Seese - 57 - City Limits

Mary Fisher - 61 - City Limits

Jessee Whitaker - 35 - City Limits

Lauri Sawyer - 48 - City Limits

Purple - Mr. Helms was appointed to BPAC at least months City Council Meeting, therefore, he is ineligible to be apart of RPAC

Red - These applicants are ineligible for RPAC due to living outside of the Mebane City Limits and/or ETJ.

Mebane Recreation & Parks Department

Recreation & Parks Advocacy Commission Application Recreation & Parks Advocacy Commission Application Participant Sheet

Participant Name Richard Helms
Date of Birth 05/02/1997
Address 807 Socata Ln
Mebane, NC 27302
Main Phone 919-530-9993
Email legendforhire@legendforhire.com

Prompt Responses:

The Mebane City Council has adopted this application for use by individuals interested in appointment to the City's advisory boards and commissions. To ensure that your application will receive full consideration, please answer all questions completely.	Agreed
Do you live inside the Mebane City Limits?	Yes
Do you live in Alamance or Orange County?	Alamance
Are you currently serving on a board or commission of the City of Mebane?	No
If you are serving on a board or commission, please list which one(s)	N/A
Why do you wish to serve the City in this capacity?	I want to be involved in the planning of Mebane, and I found out about this when inquiring about it. It happens that walkability is of major importance to me and can have major impacts on several other categories of planning.
Please list your educational background. Include the name of all schools attended:	High School - Cresset Christian Academy University - BA in Computer Science - Elon University
Please list the name of your employer	Toshiba Global Commerce Solutions
Please list the address of your employer	3901 S Miami Blvd. Durham, NC
Please list your job title and duties at your current job	Software Engineer in Test III - I maintain and improve our critical software test framework.
Please list the names of all civic organizations in which you currently hold membership:	None

Mebane Recreation & Parks Department

Recreation & Parks Advocacy Commission Application Recreation & Parks Advocacy Commission Application Participant Sheet

Participant Name Evelyn Kreiley
Date of Birth 09/14/1984
Address 4520 Union Ridge Road
 Burlington, NC 27217
Main Phone 585-738-7360
Email evelyn.kreiley@gmail.com

Prompt Responses:

The Mebane City Council has adopted this application for use by individuals interested in appointment to the City's advisory boards and commissions. To ensure that your application will receive full consideration, please answer all questions completely.	Agreed
Do you live inside the Mebane City Limits?	No
Do you live in Alamance or Orange County?	Alamance
Are you currently serving on a board or commission of the City of Mebane?	No
If you are serving on a board or commission, please list which one(s)	N/A
Why do you wish to serve the City in this capacity?	I am a social person, that enjoys diving into data, and learning from community members. I am also a creative problem solver that delivers detailed action plans to solve them. I am a former educator that believes children learn more outside the classroom than in. Parks and Rec has the responsibility to bring these various opportunities to the children of the community. I am also a former fitness trainer and silver sneakers instructor so I am passionate about all community members and ensuring they are receiving what they need.
Please list your educational background. Include the name of all schools attended:	SUNY Albany- Masters Literacy SUNY Oswego- Bachelors Elementary Education
Please list the name of your employer	self employed- education & recreation
Please list the address of your employer	408 W Center st Mebane
Please list your job title and duties at your current job	Business Owner Managing Director of Youth programs- Before & After School, Summer Camps, Intersession Camps, TWD programs, enrichment programming 4-H Charter Leader- Develop, program, staff various 4-H programs to kids in Alamance County. Participate in local and regional meetings and conferences, host events, fundraisers, and volunteer activities Business Mentor- Support new and aspiring business owners develop a plan for launching their business. Working through SWOT analysis, LEAN Canvas, budgets, legal formation, and personal strengths and weaknesses to ensure the right people are in the right places

	Business Owner Manager of Operations- Snow Cone Shop Run operations including daily shifts and sales. Community Outreach- sponsorship, fundraising, event hosting, event attending.
Please list the names of all civic organizations in which you currently hold membership:	4-H Synergy NAA 9FB Downtown Mebane

Mebane Recreation & Parks Department

Recreation & Parks Advocacy Commission Application Recreation & Parks Advocacy Commission Application Participant Sheet

Participant Name Bryan Briggs

Date of Birth 03/28/1977

Parent Name Brian Briggs

Address

Main Phone 336-263-9520

Email briggsb77@gmail.com

Prompt Responses:

The Mebane City Council has adopted this application for use by individuals interested in appointment to the City's advisory boards and commissions. To ensure that your application will receive full consideration, please answer all questions completely.	Agreed
Do you live inside the Mebane City Limits?	Yes
Do you live in Alamance or Orange County?	Alamance
Are you currently serving on a board or commission of the City of Mebane?	No
If you are serving on a board or commission, please list which one(s)	N/A
Why do you wish to serve the City in this capacity?	I was born and raised in Mebane and grew up playing sports. Over the years, I have coached soccer, football, softball, basketball, and baseball. Having witnessed the tremendous growth of our town and recreation department, I would love the opportunity to serve on the committee to help continue and support the development of our recreational system.
Please list your educational background. Include the name of all schools attended:	Alamance coumminty College Eastern Alamance Woodlawn Middle EM Yoder
Please list the name of your employer	Atlas American Lighting
Please list the address of your employer	1406 S. Mebane St Burlington Nc 27215
Please list your job title and duties at your current job	Inside Sales/ Account Manager
Please list the names of all civic organizations in which you currently hold membership:	n/a

Mebane Recreation & Parks Department

Recreation & Parks Advocacy Commission Application Recreation & Parks Advocacy Commission Application Participant Sheet

Participant Name Conni Fisher
Date of Birth 08/01/1975
Address 209 East Jackson St
Mebane, NC 27302
Main Phone 336-512-2379
Email connif@gmail.com

Prompt Responses:

The Mebane City Council has adopted this application for use by individuals interested in appointment to the City's advisory boards and commissions. To ensure that your application will receive full consideration, please answer all questions completely.	Agreed
Do you live inside the Mebane City Limits?	Yes
Do you live in Alamance or Orange County?	Alamance
Are you currently serving on a board or commission of the City of Mebane?	No
If you are serving on a board or commission, please list which one(s)	N/A
Why do you wish to serve the City in this capacity?	I am a firm believer in park spaces and other recreational spaces being a necessary part of any town. Mebane has some beautiful spaces, I want to see them protected and even added on to when the opportunity arises!
Please list your educational background. Include the name of all schools attended:	Radford University, bachelor's degree in Public Relations/Communications; UNCG Master's degree in Special Education
Please list the name of your employer	Alamance Burlington School System
Please list the address of your employer	1712 Vaughn Rd Burlington, NC 27217
Please list your job title and duties at your current job	Special Education Teacher at Eastern Alamance High School.
Please list the names of all civic organizations in which you currently hold membership:	N/A

Mebane Recreation & Parks Department

Recreation & Parks Advocacy Commission Application Recreation & Parks Advocacy Commission Application Participant Sheet

Participant Name Michael Brown
Date of Birth 07/06/1986
Address 1103 Coquina Court
Mebane, NC 27302
Main Phone 919-641-3349
Email mikebrown1103@gmail.com

Prompt Responses:

The Mebane City Council has adopted this application for use by individuals interested in appointment to the City's advisory boards and commissions. To ensure that your application will receive full consideration, please answer all questions completely.	Agreed
Do you live inside the Mebane City Limits?	Yes
Do you live in Alamance or Orange County?	Alamance
Are you currently serving on a board or commission of the City of Mebane?	Yes
If you are serving on a board or commission, please list which one(s)	Children's Literacy Project Board, Fieldstone Farms Board of Directors
Why do you wish to serve the City in this capacity?	As a parks and recreation employee since 2005, I have experience in recreational programming and would love to utilize my knowledge of parks and recreation in my local community. I have worked at four recreation centers in DPR, each increasing enrollment of teen programs.
Please list your educational background. Include the name of all schools attended:	Bachelors of Arts (Education) - NCCU Masters in School Administration (NCCU) Doctorate in Educational Leadership (UNCG) - Dissertation topic: African-American Male Belonging in Schools and Recreation Centers
Please list the name of your employer	Eno River Academy and Durham Parks and Recreation
Please list the address of your employer	1100 NC HWY 57, Hillsborough and 1308 Fayetteville Street Durham
Please list your job title and duties at your current job	HS Principal - Eno River Academy - Assist in the day to day operations for the K-12 campus. Serve as the primary administrator for the high school. Program Assistant, Senior - WD Hill Recreation Center - Evening supervisor and manage the teen program for the center. Collaborate with fulltime teen programs staff. In short, I make spaces for teens to come and have fun and they pay me for it. Baffles my mind!
Please list the names of all civic organizations in which you currently hold membership:	Fieldstone Farms Board of Directors

Mebane Recreation & Parks Department

Recreation & Parks Advocacy Commission Application Recreation & Parks Advocacy Commission Application Participant Sheet

Participant Name Heather James
Date of Birth 07/19/1990
Address 502 N First St
Mebane, NC 27302
Main Phone 336-380-5829
Email heatherleemae@gmail.com

Prompt Responses:

The Mebane City Council has adopted this application for use by individuals interested in appointment to the City's advisory boards and commissions. To ensure that your application will receive full consideration, please answer all questions completely.	Agreed
Do you live inside the Mebane City Limits?	Yes
Do you live in Alamance or Orange County?	Alamance
Are you currently serving on a board or commission of the City of Mebane?	No
If you are serving on a board or commission, please list which one(s)	N/A
Why do you wish to serve the City in this capacity?	<p>I am eager to serve on the Mebane Recreation and Parks Advocacy Commission because I am passionate about enhancing our community's recreational spaces and ensuring they are accessible and enjoyable for all residents. As a parent to young athletes, I understand the importance of well-maintained facilities and diverse programs that support youth development and physical activity. Growing up in Mebane and having been a college athlete myself, I have firsthand experience of the positive impact that quality recreational programs can have on individuals and the community. With a strong commitment to promoting healthy lifestyles and fostering community engagement, I believe my background in Human Resources, along with my experience in community service and enthusiasm for outdoor activities, will contribute positively to the commission's goals. I am excited about the opportunity to collaborate with fellow members to advocate for improvements and initiatives that will benefit our community now</p>
Please list your educational background. Include the name of all schools attended:	<p>Eastern Alamance High School Fayetteville State University (softball scholarship)</p>
Please list the name of your employer	<p>UNC Chapel Hill School of Social Work</p>
Please list the address of your employer	<p>325 Pittsboro St Chapel Hill, NC 27599</p>
Please list your job title and duties at your current job	<p>Human Resources Specialist - provide Human Resources</p>

	support to the entire School of Social Work at UNC Chapel Hill
Please list the names of all civic organizations in which you currently hold membership:	N/A

Mebane Recreation & Parks Department

Recreation & Parks Advocacy Commission Application Recreation & Parks Advocacy Commission Application Participant Sheet

Participant Name Troy Matherly
Date of Birth 02/09/1991
Address 2628 Mebane Rogers
 Burlington, NC 27217
Main Phone 336-214-0845
Email tmatherly309@gmail.com

Prompt Responses:

The Mebane City Council has adopted this application for use by individuals interested in appointment to the City's advisory boards and commissions. To ensure that your application will receive full consideration, please answer all questions completely.	Agreed
Do you live inside the Mebane City Limits?	No
Do you live in Alamance or Orange County?	Alamance
Are you currently serving on a board or commission of the City of Mebane?	No
If you are serving on a board or commission, please list which one(s)	N/A
Why do you wish to serve the City in this capacity?	Needs someone that understands that things need to be more accessible. Unless you've been in a wheelchair or have a kid in one wouldn't never understand.
Please list your educational background. Include the name of all schools attended:	Alamance community college associate in applied science and automotive
Please list the name of your employer	Stay at home dad taking care of son with special needs. volunteer at the schools during events when take the Ec classes places.
Please list the address of your employer	N/a
Please list your job title and duties at your current job	Nurse , PT, OT , speech person, caregiver, transporter and trying to make the world more accessible for kids that doesn't have a voice
Please list the names of all civic organizations in which you currently hold membership:	None



BECOME A CHAMPION

of Mebane Recreation and Parks!
Apply today to be member of the

RECREATION & PARKS ADVOCACY COMMISSION

Residents are encouraged to apply for ONE available position on the Recreation and Parks Advocacy Commission.

Applicants should be experienced and knowledgeable about City of Mebane Recreation and Parks programs, facilities, parks and policies, and must be willing to be a CHAMPION by promoting parks, programs and events to others to help them understand, first-hand, the essential value that Recreation and Parks has to our positively charming community.

***Apply online at tinyurl.com/cityofmebanerec by
Sunday, February 23, 2025***





BECOME A MEBANE RECREATION & PARKS CHAMPION

Apply to join our Recreation and
Parks Advocacy Commission (RPAC)!

We're seeking applications for one
new RPAC member.

*Apply online at
tinyurl.com/cityofmebanerec by
Sunday, February 23, 2025*



The Planning Board meeting was held at the Glendel Stephenson Municipal Building located at 106 E. Washington Street, Mebane, NC 27302 and livestreamed via YouTube. The video can be accessed through the following link: <https://www.youtube.com/watch?v=HvX98Y2eqI0>.

Members Present:

Judy Taylor, Chair
Kurt Pearson, Vice Chair
Colin Cannell
William Chapman
David Scott
Susan Semonite
Edward Tulauskas

Members Absent:

Keith Hoover
Gale Pettiford

City Staff Present:

Ashley Ownbey, Development Director
Briana Perkins, City Planner
Kirk Montgomery, IT Director

1. Call to Order

At 6:30 p.m. Chair Taylor called the meeting to order.

2. Approval of January 13, 2025, Meeting Minutes

William Chapman made a motion to approve the meeting minutes. Susan Semonite seconded the motion, which passed unanimously.

3. City Council Actions Update

Ashley Ownbey informed the Board that the Mebane City Council unanimously approved the conditional rezoning request by Lannar Carolinas, LLC for Preserve at Mill Creek. She reported on two additional conditions – an increase to four home plans in the classic collection and inclusion of a fence along the site's perimeter in the area of Lot 552.

4. Request to rezone the +/- 58.87-acre property located at 968 North First Street (GPIN 9826008758) and +/- 1.23 acres of the unaddressed adjacent property on North First Street identified by GPIN 9825095188, from R-8, O&I, and R-8 (CD) to R-8 (CD) to allow for a Planned Unit Development consisting of 192 townhomes, 36 single-family homes, and +/- 15,000 square feet of commercial/retail space by Matt Kirkpatrick – Reliant Partners.

Matt Kirkpatrick with Reliant Partners is requesting approval to rezone the +/- 58.87-acre property located at 968 North First Street (GPIN 9826008758) and +/- 1.23 acres of the unaddressed adjacent property on North First Street identified by GPIN 9825095188, from R-8, O&I, and R-8 (CD) to R-8 (CD) to allow for a Planned Unit Development consisting of 192 townhomes, 36 single-family homes, and +/- 15,000 square feet of commercial/retail space.



Requested Conditions

- A minimum side setback of 6' for the single-family detached homes.
- A minimum side setback of 3' for the townhomes.
- Reduced perimeter setback for the nonresidential buildings.
- A restriction of nonresidential uses.
- A 50' streetscape along the development's frontage on N. First Street.
- In lieu of public recreation area, participation in a coordinated effort between developers in North Mebane to create a public, multi-use path network that will ultimately connect Cates Farm Park to Lake Michael Park.

The staff report is provided in the meeting agenda packet available [here](#).

Ashley Ownbey provided a more detailed overview and PowerPoint presentation of the request.

Colin Cannell asked about the needle shape on the zoning map since it did not appear on the site plan. Ashley Ownbey replied that staff have reviewed a recombination plat to include the additional acreage, which helps with watershed restrictions on built upon area. She commented that there would be no change from what was previously approved with the Potters Mill development. Colin Cannell clarified that he understood that the purpose of the transfer was to increase the overall acreage of the parcel that factored into a formula for built upon area in the watershed. Ashley Ownbey replied yes, as this type of residential development in the protected watershed area is limited to thirty percent built upon area.

Colin Cannell asked if there was any knowledge on the history of the site as to why there was R-8 and O&I zoning. Ashley Ownbey replied that she was unaware of any immediate history and has reviewed proposals for development of the site for approximately five years.

Tony Tate, landscape architect and planner with TMTLA Associates and representing Matt Kirkpatrick, presented that the DRB Group who is proposed to develop North Mebane Village is the same group developing the North First Street Townhome project across the street. He mentioned that the project was originally started by another developer who had a more intense mixed-use proposal and that DRB Group changed the proposal to a less intense development after consulting with the City. He said that after several reviews a plan was created with more of a cluster development with most of the site remaining as open space. He also said that the commercial portion would be limited to more neighborhood-type businesses, such as coffee shops, yoga studios, or daycares that would benefit the area. He explained that one of the conditions proposed was to reduce the setbacks for the townhomes, following the development across the street. He said the townhomes were separated the normal distance, but open space was included between them to help with maintenance. He said that the development was providing a limitation on the nonresidential uses, additional street trees, a larger streetscape buffer of 50 feet to preserve existing vegetation, mulched trails throughout the open areas, a public pool with playground to also serve



North First Street Townhomes, pocket parks throughout the neighborhood, and a large green space. He provided that the development was developing a portion of the multi-use path that would link with the existing network to get people from Cates Farm Park all the way to Downtown. He said that a major design aspect of the site was moving most of the homes to face away from the two major connector roads. He said that the design would help alleviate some of the congestion on the connector roads and allowed a mix of the housing products to create a less linear feel.

Susan Semonite asked if the townhomes would be for rent or sale. Tony Tate replied that they would be for sale. Susan Semonite asked if the ones across the street were for rent or sale. Tony Tate replied that those townhomes were also for sale. He showed that interior townhome units would be about 20 feet wide with the end units being about 26 feet wide.

David Scott asked if all the townhome units would have the all bedrooms upstairs. Tony Tate confirmed the bedrooms would be upstairs. David Scott also asked if the units would be two- or three-bedroom units. Jackson McConnell, with DRB Group, replied that the townhome units would all be two-bedroom units with bedrooms upstairs and the single-family unit would have bedrooms upstairs as well. He also mentioned that with the townhome buildings including the 20-foot units in the middle with 26-foot end units would provide variety.

David Scott asked if all the units would be a one-car garage. Jackson McConnell replied that the interior units would be one-car with the end units having two-car garages. He said that there was also additional parking throughout the site over by the clubhouse, large green space area, and other locations.

David Scott asked if they had included parking pads with the units for additional parking between the buildings. Jackson McConnell said no, there were no parking pads since it would take additional impervious area.

David Scott asked to clarify that all townhome units had two bedrooms upstairs. Jackson McConnell replied yes.

Colin Cannell commented that he liked the design of the site, noting that the design separates the streets that people live on from the roads that are more traveled and act as connectors. Colin Cannell asked what was meant by the note of the stormwater ponds being potential. Jackson McConnell replied that the note meant that the full design of the ponds would be realized in construction drawings. The number and location of the ponds should not change.

Colin Cannell asked how prevalent the minimum side setback of six feet would be for the detached single-family lots since it looked like there were varying lot sizes. Jackson McConnell replied that due



to the built upon area restrictions it was better for the detached units to be clustered with shorter streets.

Colin Cannell asked about the note for the roundabout agreement between their development and the adjoining Preserve at Mill Creek. He asked if there would be any assurances for the City that it would not fall to the City to fund the installation. Jackson McConnell replied that the DRB Group and Lannar were currently discussing the agreement with the possibility of funds from both developments going into an escrow account for the roundabout to be developed by whichever developer reached the point of requiring the roundabout first.

Colin Cannell commented that he was just concerned about the City's risk. He said that the North Mebane Village development would not require the roundabout until the second phase and the Preserve at Mill Creek would begin construction from N. Ninth Street, meaning that it may be several years before the roundabout is constructed. Ashley Ownbey clarified the condition associated with the Preserve at Mill Creek relates to the number of lots being platted. She said that the Preserve at Mill Creek is only allowed to plat 100 lots before a connection to North First Street exists. She said that if the Preserve at Mill Creek desires to plat more than 100 lots and North Mebane Village has not constructed the northern street and roundabout, then the Preserve at Mill Creek would be required to bond the road and roundabout providing the City with a financial guarantee.

Chair Taylor asked if the large open space to the east with the walking trail would be maintained with as much existing vegetation as possible. Tony Tate confirmed that the area would remain wooded.

Chair Taylor also asked about the reduced buffer along the nonresidential section. Tony Tate replied that the Mebane Unified Development Ordinance (UDO) required a minimum setback of 150 feet between the nonresidential and adjacent residential. Ashley Ownbey clarified that the condition was referring to the setback, not the landscape buffer. Tony Tate provided that the original development plan had a convenience store and other commercial in the same area and the new plan poses a similar setback condition.

Chair Taylor said that it looked like there was a parcel adjacent that was part of the development. Tony Tate replied that there was an approximately two-acre parcel adjacent that had a small access road out to N. First Street. He said that additional evergreens are included in the landscape buffer to mitigate the reduced setback.

Chair Taylor opened the floor for public comment.

Rebecca Caison, 101 E. Laramie Drive, asked if this was the same developer who was developing the site across N. First Street. She noted the site had all the infrastructure, but no homes yet. Chair



Taylor replied that it was the same developer and asked if there was a specific question. Rebecca Caison asked about the hold-up on constructing the homes in that subdivision and if those were not needed, why this development was being proposed. Jackson McConnell answered that they were in the process of getting building permits for that subdivision and the applications were still under review with the City. He said once they have those permits approved, they will move forward with construction.

Gary Linz, 1514 Saddle Club Road, commented that he liked the development being a high-density cluster development that also provides walkable access to more amenities.

Chair Taylor asked if there was any review of pedestrian traffic within the Traffic Impact Analysis (TIA). She said that she was concerned with the foot traffic of children crossing N. First Street to reach the pool or other amenities. Ashley Ownbey replied that the North Carolina Department of Transportation (NCDOT) defers to the City for most of the multimodal analysis and referred to recent conversation with a neighboring jurisdiction about the difficulty in estimating how much pedestrian traffic is generated by a development. She said multi-model considerations were included with review of the TIA.

Chair Taylor commented that she knew the speed limit had been lowered and speed remained an issue on N. First Street. She said the roundabout may help slow people down, but she was still concerned. Andrew Stocks, civil engineer with Stocks Engineering, replied that there were several conversations with NCDOT regarding the development across the street. He reported that a high-visibility crosswalk is required with the roundabout.

William Chapman made a motion to approve the request as follows:

Motion to approve the R-8 (CD) zoning as presented.

Motion to find that the application is consistent with the objectives and goals in the City's 2017 Comprehensive Land Development Plan Mebane By Design. Specifically, the request:

- *Is for a property within the City's G-3 Mixed-Use Growth Area and proposes a planned unit development that incorporates commercial and residential uses while preserving green space (Mebane CLP, p. 80);*
- *Encourages a mix of uses in a walkable environment, consistent with Growth Management Goal 1.1 (Mebane CLP, p. 17 & 81).*
- *Provides greenway and open space connectivity between different land uses, consistent with Open Space and Natural Resource Protection Goal 4.2 (Mebane CLP, p. 17 & 89).*
- *Supports parks, greenway, and open space expansion in developed and developing areas, prioritizing connectivity between each location, consistent with Open Space and Natural Resource Protection Goal 4.3 (Mebane CLP, p. 17 & 89).*
- *Contributes to an emerging pedestrian and bicycle network, as required by the City's Bicycle and Pedestrian Transportation Plan.*



Colin Cannell seconded the motion, which passed unanimously.

Chair Taylor noted that the request will go to the City Council on March 3, 2025, at 6:00 p.m.

5. Announcements

Ashley Ownbey reminded the Board of the meet & greet event with the new City Manager on February 18 and the second public forum for the updates to the Comprehensive Land Development Plan on February 27. Both events are at the Mebane Arts and Community Center. She also reminded the Board that the next meeting would be held on Monday, March 10.

Colin Cannell asked if there was an agenda item since the next meeting was such a quick turn-around from the late February meeting. Ashley Ownbey replied that an item is expected for the March meeting.

6. Adjournment

Chair Taylor adjourned the meeting at approximately 7:11 p.m.