



Council Meeting Agenda  
March 7, 2022  
6:00PM

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1. Call to Order ..... Mayor Ed Hooks
2. Moment of Silence .....City Council
3. Public Comments ..... Mayor
4. Consent Agenda ..... Mayor
  - a. Approval of Minutes- February 7, 2022 Regular Meeting
  - b. Petition for Voluntary Contiguous Annexation- Duke University Health Systems- 1103 Crystal Lane
  - c. Petition for Voluntary Non-Contiguous Annexation- Christie Graves- 462 Smith Drive
  - d. Final Subdivision Plat- Bowman Village, Phase N2
5. Public Hearing - 204 North Fifth Street-..... Cy Stober, Development Director
  - i. **Conditional Rezoning** from B-2 (General Business) to B-1(CD) (Central Business, Conditional District)
  - ii. **Quasi-judicial/Special Use Permit** to allow for the existing Planned Multiple Occupancy Group
6. Planning Board Appointments..... Mr. Stober
7. Downtown Exterior Grant ..... Mr. Stober
8. Juneteenth Event .....Aaron Davis, Recreation and Parks Director
9. Resolution- Fee Schedule Amendment- Hall of Fame Tickets..... Mr. Davis
10. Racial Equity Advisory Committee (REAC) Appointments.....Beatrice Hunter, HR Director & REAC Liaison
11. Council Seat Vacancy Discussion/Consideration ..... Lawson Brown, City Attorney
12. Recognition of Council Member Patty Philipps ..... Mayor
13. Adjournment ..... Mayor



The Mebane City Council met for its regular monthly meeting at 6:00 p.m., Monday, February 7, 2022 in the Council Chambers of the Glendel Stephenson Municipal Building located at 106 East Washington Street.

Councilmembers Present:

Mayor Ed Hooks  
Mayor Pro-Tem Tim Bradley  
Councilmember Patty Philipps  
Councilmember Sean Ewing  
Councilmember Montrena Hadley  
Councilmember Jonathan White

Also Present:

Chris Rollins, City Manager  
Preston Mitchell, Assistant City Manager  
Lawson Brown, City Attorney  
Stephanie Shaw, City Clerk  
Cy Stober, Development Director  
Beatrice Hunter, HR Director  
Franz Holt, City Engineer  
Daphna Schwartz, Finance Director  
Kyle Smith, Utilities Director  
Chuck Smith, Public Works Director

Mayor Hooks called the meeting to order. Then called for a moment of silence.

Mayor Hooks recognized the Mebane Police Department, commending the department and officers that received awards at the department's 2021 Employee Awards Ceremony. Awards presented as follows:

- Employee of the 1<sup>st</sup> Quarter- Investigator Joshua Hall
- Employee of the 2<sup>nd</sup> Quarter- Corporal Larry Underwood
- Employee of the 3<sup>rd</sup> Quarter- Investigator Tyler Berry
- Employee of the 4<sup>th</sup> Quarter- Corporal Eric Franklin
- Employee of the Year 2021- Corporal Larry Underwood

During the Public Comment Period, Matt Engwall, 117 Holly Ridge Lane, Mebane, expressed his support for opening public meetings with a moment of silence, stating that a moment of silence would respect all citizens' rights to practice without the risk of a potential lawsuit.

Mayor Hooks gave an overview of the Consent Agenda:

- a. Approval of Minutes- January 3, 2022 Regular Meeting
- b. Final Plat- The Townes at Oakwood Square, Phase 2
- c. Quarterly Report Ending December 31, 2021

Ms. Philipps made a motion, seconded by Mr. Ewing, to approve the Consent Agenda as presented. The motion carried unanimously.

Mr. Brown presented a request for adoption of a policy regarding invocations at meetings of the City Council. Mr. Brown explained that the recommended policy is presented as a policy that complies with the decisions of the United States Supreme Court and those of the federal Fourth Circuit of Appeals. Strong consideration was given to the School of Government discourse on the subject previously provided to Council. Additionally, the recommended policy is based in large measure on the Supreme Court's decision in the Town of Greece case and the Rowan County cases heard by the Fourth Circuit. He stated that basically the policy allows for a rotation of various religions to come in and make a non-proselytizing prayer or statement solemnizing the Council's proceedings.

Mayor Hooks stated that he received a letter from the Congressional Prayer Caucus Foundation in Chesapeake, Virginia encouraging the Council to continue opening meetings with prayer like the Town of Greece in which various local clergy would sign up to for voluntary prayer and that many municipalities follow the same tradition as do State legislators that do not have chaplains.

Mr. White thanked Mr. Brown for the work done on the policy. He stated that he likes the fact that it follows closely what the Town of Greece has done which has already passed Supreme Court muster. He said he is excited about the opportunity to have local churches involvement in

meetings through prayer. Mr. White questioned the timeframe in which the policy could be implemented. Mr. Brown replied that he thinks the invitation letters could be sent now.

Mr. Ewing said, as clarification, can churches submit letter requesting to be included. Mr. Brown said sure. He added that one of the objectives of the policy is inclusiveness and Council could invite religions outside of Mebane if they so choose.

Tom Boney, Editor of Alamance News, questioned paragraph "d" in the policy, stating that the language seems out of place from his previous discussions with Council in terms of inviting people from outside the City. He said he is curious how that decision was arrived at and whether that provision is consistent with other cities. Mr. Brown stated that provision came from the Town of Greece policy which he relied on heavily. That provision makes the policy more inclusive and being more inclusive makes it a stronger pass on constitutional muster as separation from church and state.

Ms. Philipps commended Mr. Brown for his work on the policy. She said while the policy does comply with the current standing in the law, she still personally believes the most inclusive practice would be to hold a moment of silence.

Mr. Bradley made a motion, seconded by Ms. Hadley, to approve the policy as presented. The motion carried with a vote of 4-1. Ayes- Bradley, Hadley, White and Ewing. Nays- Philipps.

Mayor Hooks welcomed ETJ Board of Adjustment members, Ms. Akins and Mr. Ferraro, to the meeting as they took their seats at the front table. Mr. Stober explained that the applicant for the *Quasi-judicial- Board of Adjustment- Variance* request for a Side Yard Accessory Structure to be located at 4746 Mrs. White Lane has requested to withdrawal the variance request per the testimony and the discussion at the prior public hearing as an alternate resolution to the matter has been determined. Mayor Hooks called for a motion to accept the applicant's withdrawal of the request. Ms. Philipps made a motion, seconded by Mr. White, to accept the withdrawal. The motion carried unanimously.

Mayor Hooks announced that the public hearings for *Item 5b- Quasi-judicial- Conditional Rezoning & Special Use Request - 204 North Fifth Street*, were requested per the applicant to be continued until the March 7, 2022 Council meeting. Mr. Bradley made a motion, seconded by Mr. Ewing, to continue both public hearings until the March 7, 2022 Council meeting. The motion carried unanimously.

Chief Louis presented a request for approval of the 2022 Mebane Fire Department Executive Board. Mr. Bradley requested that he be recused from this vote as he serves as Volunteer 1st Assistant Chief. Mr. Philipps made a motion, seconded by Ms. Hadley to recuse Mr. Bradley. The motion carried unanimously. Mr. Ewing made a motion, seconded by Ms. Hadley, to approve the 2022 Mebane Fire Department Executive Board as presented. The motion carried. Ms. Philipps made a motion, seconded by Ms. Hadley, to bring Mr. Bradley back to the meeting. The motion carried unanimously.

Ms. Hunter presented a request for approval of study recommendations and implementation costs and proposed Position Classification & Pay Plan. She explained that the Council approved a compensation study for the City of Mebane to ensure that salaries and salary ranges are competitive with the regional labor market in order to meet the City's current and future business needs to attract and retain well-qualified, high-performing employees. She then introduced Susan Manning, HR Consultant.

Ms. Manning presented the study findings, salary recommendations, and proposed pay plan update resulting from the compensation study analysis via PowerPoint, attached.

Mr. Rollins made a recommendation for a 3% Cost-of-Living (COLA) increase for all employees effective March 2022. He explained that inflation is at a 40-year high and is eroding the value of employee salaries. The Consumer Price Index as of December 31, 2021 is 7%, and growth in salaries for the same period is 4%. Mr. Rollins commended the City employees for doing a great job over the last two years during the pandemic. He also commended the Council for taking good care of the employees over the years by ensuring employees receive a COLA each year. The financial impact of COLA: 2.5%- \$88,883 3%- \$106,659. Mr. Rollins said he spoke with Finance Director Daphna Schwartz and she is very comfortable with the proposed increases. Due to the sales tax revenue being higher than expected and the city-wide spending being controlled both the pay plan increases and the COLA increases can be implemented without changes to the budget.

Mayor Hooks spoke favorably about the proposed pay plan update and COLA increase and commended Mr. Rollins, Ms. Manning and Ms. Hunter on a job well done.

Ms. Philipps also thanked Ms. Manning and Ms. Hunter for a doing a great job on this complicated process. She said her recommendation would be for a 3% COLA increase.

Mr. Rollins added that the first ever Pay and Classification Study to be put in place was in 2013. He reiterated Ms. Manning's point from the presentation, stating that compensations studies should be done every 2-3 years.

Mr. Boney questioned what the overall turnover rate is for the City of Mebane. Ms. Hunter said she would need to look up that information to confirm, but off hand, turnover recently decreased from 12% to 8%. Mr. Boney questioned, related to that, is there a difference between the 18 classifications that were competitive, with the 23 that were not, in terms of the turnover. Ms. Manning said she has not completed an analysis on turnovers but the lowest level labor trade jobs have experienced the most turnovers and she would guess the same for the police department.

After some brief comments from Council, Ms. Philipps made a motion, seconded by Ms. Hadley, to approve to approve study recommendations and implementation costs and proposed Position Classification & Pay Plan, along with a 3% COLA for March implementation. The motion carried unanimously.

Mayor Hooks called for a 5-minute break at 7:00pm. Mayor Hooks called the meeting back to order at 7:06pm.

Mr. Stober presented a request for appointments to the Bicycle and Pedestrian Advisory Commission (BPAC). He explained, Per Article 25 of the City of Mebane Code of Ordinances, the Council has the authority to appoint up to seven (7) community members to its (BPAC). The BPAC should include one member of each of the City's two extraterritorial jurisdictions (ETJs) in its neighboring counties whenever possible; representation from a resident each County is ensured with a dedicated position. There are currently two (2) City openings on the BPAC, including one that is reserved for an Orange County representative, preferably in the ETJ. He stated that Andrew Bixler was the sole applicant from Orange County and five qualified individuals applied for the remaining at large City position: Matthew Cummings, Conni Fisher, Richard Helms, Tyson Smith, and Nathan Wood.

Mr. White thanked all the applicants for applying. He stated he was particularly struck by Nathan Wood as he has a background in athletics and having lived in Michigan and Los Angeles; he has had exposure to a wide variety of city environments and he could provide valuable insight in that regard. Mr. White made a motion, seconded by Mr. Bradley, to appoint Nathan Wood to the at large City position. The motion carried unanimously. Mr. Bradley made a motion, seconded by Ms. Philipps, to appoint Andrew Bixler to the Orange County position. The motion carried unanimously.

Mr. Brown presented a request for approval of an agreement for the purchase of property with SST PROPERTIES, LLC and approval of the associated budget amendment. Mr. Brown explained that as a part of the long-range utility plan adopted by the City, the need for a water tank on the west side of the City was identified. Pre-engineering studies identified the need for the tank and have determined that the acreage in question will be suitable for a one-million-gallon water tank. SST PROPERTIES, LLC (a Samet Corporation entity) has agreed to sell the land to the City at what it believes is a discounted price, which is the tax value. The agreement for purchase and sale has several contingencies to the City's obligation to purchase, the most notable being soil borings, other engineering studies, title examination, and Council future approval of the site for a dedicated utility lot. Once the agreement is signed, the due diligence period is 90 days.

Mr. Rollins stated that Staff is also working on grants to fund the construction and implementation of the tank and related infrastructure.

After some discussion among Council and staff, Mr. Bradley made a motion, seconded by Ms. Philipps, to approve the City entering into the agreement for the purchase of the property with SST PROPERTIES, LLC and for approval of the associated budget amendment. The motion carried unanimously.



BE IT ORDAINED by the Council of the City of Mebane that the Budget Ordinance for the Fiscal Year beginning July 1 2021 as duly adopted on June 7, 2021, is hereby amended as follows:

ARTICLE I

APPROPRIATIONS	Current Budget	Change	Revised Budget
Utility Fund - Utilities	\$ 6,394,690	\$ 199,177	\$ 6,593,867
Capital Reserve Fund - Transfer to Utility Fund	\$ 500,000	\$ 199,177	\$ 699,177

ARTICLE II

REVENUES	Current Budget	Change	Revised Budget
Utility Fund - All Other Revenues	\$ 5,990,603	\$ 199,177	\$ 6,189,780
Capital Reserve Fund - Appropriated Fund Balance	\$ -	\$ 199,177	\$ 199,177

This the 7th day of February, 2022.

Mr. Holt presented a request for approval of a contract award for the driveway connection to the newly constructed Corregidor Street extension serving Public Works/Utilities Departments facilities and the WRRF along with the needed budget amendment. Mr. Holt explained as a part of the Hwy. 119 By-pass project, NCDOT is completing the extension of Corregidor Street. The NCDOT project picks up from the end of existing Corregidor St. at the soccer fields with a roadway extension over Moadams Creek and ending near the new Tate Avenue and Roosevelt Street extension intersection. He stated that four (4) bids for the proposed driveway connection to the newly constructed Corregidor Street extension were received Thursday, January 27th, 2022 at 3 p.m. and were opened and read aloud in the City Council Chambers. The low responsive bidder was determined to be Waugh Asphalt, Inc. of Franklinville, NC in the amount of \$98,350. It is recommended that a \$5,000 contingency be added to the project for possible unforeseen items. Mr. Holt stated that this project was not included in the budget therefore a budget amendment is needed.

Ms. Schwartz gave a brief breakdown of the budget amendment, stating that 1/3 of the project would be funded by the general fund and 2/3 by the water and sewer fund.

Ms. Philipps made a motion, seconded by Ms. Hadley, to approve the proposed budget amendment in the amount of \$103,350.00 to fund the proposed driveway connection project and award a contract to Waugh Asphalt, Inc. in the amount of \$98,350.00 for the construction of the proposed driveway improvements. The motion carried unanimously.

BE IT ORDAINED by the Council of the City of Mebane that the Budget Ordinance for the Fiscal Year beginning July 1 2021 as duly adopted on June 7, 2021, is hereby amended as follows:

ARTICLE I

APPROPRIATIONS	Current Budget	Change	Revised Budget
General Fund - Public Works	\$ 3,379,094	\$ 34,450	\$ 3,413,544
Utility Fund - Utilities	\$ 6,394,690	\$ 34,450	\$ 6,429,140
Utility Fund - Waste Water Treatment Plant	\$ 2,190,648	\$ 34,450	\$ 2,225,098

ARTICLE II

REVENUES	Current Budget	Change	Revised Budget
General Fund - Appropriated Fund Balance	\$ 3,337,265	\$ 34,450	\$ 3,371,715
Utility Fund - Appropriated Fund Balance	\$ 1,956,468	\$ 68,900	\$ 2,025,368

This the 7th day of February, 2022.

Mr. Holt presented a request for approval of the Lake Michael Dam Spillway Capital Project Ordinance and the related Budget Amendment. He explained that in August 2020, the City contracted with Schnabel to perform an existing conditions assessment including a review of available information, a visual inspection of the dam and spillway, and hydrologic and hydraulic analyses to confirm spillway capacity relative to the design. While it was found that the spillway had hydraulic capacity to meet NCDEQ Dam Safety requirements and that the dam is in overall fair condition considering its age the spillway condition was found to be poor and in need of replacement. In January, the City advertised for RFQs and the City received three (3) responses and as all were qualified. Schnabel Engineering South, P.A. was the most qualified to complete the engineering services sought for the proposed spillway replacement project. A timeframe through design is 40 weeks.

Ms. Schwartz explained that the project will be financed with General Fund revenue and later debt proceeds. When debt proceeds are obtained the City will have the option to reimburse the General Fund.

Mr. Bradley made a motion, seconded by Ms. Philipps, to approve the Lake Michael Dam Spillway Capital Project Ordinance and the related Budget Amendment. The motion carried unanimously.

Mr. Bradley made a motion, seconded by Ms. Hadley, to approve the Schnabel Engineering South, P. A. engineering services agreement in the amount of \$908,240.00 for the Lake Michael Dam Spillway Replacement project. The motion carried unanimously.

**Capital Project Ordinance for the City of Mebane  
Lake Michael Dam Spillway Replacement Project**

**BE IT ORDAINED** by the Governing Board of the City of Mebane, North Carolina that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

**Section 1:** The project authorized is the design and construction of the Lake Michael Dam Spillway Replacement to be financed by the City of Mebane General Fund revenue and debt proceeds.

**Section 2:** The officers of this City are hereby directed to proceed with the capital project within the terms of the budget contained herein.

**Section 3:** The following amounts are hereby appropriated for the project:

	Project Budget
Design, Engineering & Construction Services	\$908,240

**Section 4:** The following revenues are anticipated to be available to complete the project:

	Project Budget
Transfer from General Fund	\$908,240

**Section 5:** The Finance Officer is hereby directed to maintain within the Capital Project Fund sufficient specific detailed accounting records to satisfy the requirements of the General Statutes of North Carolina.

**Section 6:** Funds may be advanced from the General Fund for the purpose of making payments as due.

**Section 7:** The Finance Officer is hereby directed to report, on a quarterly basis, on the financial status of each project element in Section 3.

**Section 8:** The Budget Officer is directed to include a detailed analysis of past and future costs and revenues on this capital project in every budget submission made to this Board.

**Section 9:** Copies of this capital project ordinance shall be furnished to the Clerk to the Governing Board and to the Budget Officer and Finance Officer for direction in carrying out this project.

This is the 7<sup>th</sup> day of February 2022.

BE IT ORDAINED by the Council of the City of Mebane that the Budget Ordinance for the Fiscal Year beginning July 1 2021 as duly adopted on June 7, 2021, is hereby amended as follows:

ARTICLE I

APPROPRIATIONS	Current Budget	Change	Revised Budget
General Fund - Non-Departmental	\$ 2,547,895	\$ 908,240	\$ 3,456,135

ARTICLE II

REVENUES	Current Budget	Change	Revised Budget
General Fund - Appropriated Fund Balance	\$ 3,337,265	\$ 908,240	\$ 4,245,505

This the 7th day of February, 2022.

Mr. Holt represented a request for approval of the FY 22 Street Repair and Resurfacing Contract Award. He explained that the street repair and resurfacing list was developed using a priority list from the 2020 Pavement Condition Survey completed by LaBella Associates, LLC and the contract includes 13 streets, 7 patching and 8 patching/resurfacing. Three (3) Bids were received. The low responsive bid was submitted by Turner Asphalt, LLC of Raleigh, NC in the amount of \$269,390.00. The available budgeted funds for this work is \$264,315.29. The low bid included \$15,000 in contingency that staff recommends be reduced to \$9,000.00 making the contract \$263,390.00 just under the available funding.

Ms. Philipps made a motion, seconded by Ms. Hadley, to Move to award the FY 22 Street Repair and Resurfacing contract to the low responsive bidder Turner Asphalt, LLC in the amount of \$263,390.00. The motion carried unanimously.

Ms. Philipps read aloud the following statement:

*For the past 19 years it has been my honor to serve the citizens of Mebane by participating as a member of the City Council. City government is a team effort: collaboration, creativity and compromise being central to success. What a blessing it has been to serve alongside dedicated folks who all have the best interests of the City of Mebane at heart.*

*In 2003, the year I started my service on the Mebane City Council, Mebane was, as it is now, a wonderful place to live and raise a family. My kids, 8 and 10 at the time, attended South Mebane Elementary, were regulars at the Mebane Public Library, and participated in Mebane Rec. basketball, baseball and softball. They didn't start soccer at a young age because Mebane Youth Soccer was just getting off the ground, and the fields had not yet been built at the Mebane Arts and Community Center. The soccer fields on Corregidor, the new library, and the community park had not been built. The police station, library and city hall were all housed in this building. The "new" fire station was the one on North First street, and fire station 3 did not yet exist. The White Furniture factory and Dixie Yarn plant were out of business, deserted, and not in great shape. The jobs created by the expansions of our industrial parks – including TriVantage, B & D, Jabil, GKN, Cambro, Prescient, Lidl, and Lotus Bakeries and many others, were not yet included in the opportunities for employment available to Mebane residents.*

*There has been great change in Mebane over the past two decades, but one thing that hasn't changed is the consistently great quality of life.*

*The time has come for me to move on to the next phase of my families' life. Circumstances have changed for us, and it has become clear to my husband and me that our next steps should be taken elsewhere. I have loved being a part of the great City of Mebane, and will be eternally grateful to the people of this city for the opportunity to serve. It has, indeed, been a labor of love, and I will always hold wonderful memories of this fabulous place.*

*I am resigning my seat on the Mebane City Council. If it is the pleasure of the Mayor and Council, I would like to make March 7, 2022 my last meeting. My hope is that the seat will be filled quickly, so that the next council member can fully participate in the budget process this spring.*

*Again, it has been a wonderful experience serving the citizens of this city, and I am extremely grateful to have been allowed the opportunity. Thank you to all of you, and may God bless the City of Mebane.*

There being no further business, the meeting adjourned at 7:36pm.

Attest: \_\_\_\_\_  
Stephanie W. Shaw, City Clerk

\_\_\_\_\_  
Ed Hooks, Mayor

DRAFT



# City of Mebane Compensation Study

February 7, 2022

Presented by Susan Manning, HR Consultant

# Purpose

- ▶ To complete a compensation study for the City of Mebane to ensure that salaries and salary ranges are competitive with the regional labor market in order to meet the City's current and future business needs to attract and retain well-qualified, high-performing employees.

# Need for the Study

- ▶ Last study completed in 2013-2014
- ▶ City is impacted by growing economy in Triangle and Triad
- ▶ 3.9% unemployment creating recruitment & retention issues
- ▶ Salaries are increasing by 4% per year
- ▶ Cost of Living at 6-7% is eroding wage gains
- ▶ Recruitment and retention challenges particularly in Public Works, Public Utilities and Police
- ▶ Difficult to attract qualified candidates



# Goals for the Study

- ▶ Assess the competitiveness of the City's salary ranges and salaries using a custom salary survey;
- ▶ Ensure that Mebane's salary ranges and salaries are competitive with the market;
- ▶ Ensure that job descriptions and classifications accurately reflect organizational changes and job responsibilities;
- ▶ Identify job classifications that may be experiencing turnover and recruitment challenges;
- ▶ Identify strategies to enhance recruitment & retention of staff.



# Project Milestone Dates

- ▶ Initial meeting with City Manager & Staff – August 27
- ▶ Project Kick-off meeting with Directors – September 17
- ▶ Distribute Salary Survey – September 30
- ▶ Survey Responses Due – October 15
- ▶ Conduct Analysis & Develop Findings – November 15
- ▶ Share Recommendations with City Leadership-November
- ▶ Develop cost and implementation options – December & January
- ▶ Present Recommendations to City Council – February
- ▶ Possible Implementation Date - March

# Compensation Review – Regional Salary Survey

- ▶ Select 43 job classifications to include in survey
- ▶ Identify 17 benchmark organizations in region to survey
- ▶ Request the following data:
  - ▶ Actual salaries/average actual salaries being paid
  - ▶ Salary Ranges – Minimum-Midpoint-Maximum
  - ▶ # of employees in each job classification

# Benchmark Communities

- ▶ Alamance County
- ▶ Burlington
- ▶ Elon
- ▶ Graham
- ▶ Greensboro
- ▶ High Point
- ▶ Archdale
- ▶ Thomasville

- Orange County
- Carrboro
- Chapel Hill
- Hillsborough
- Apex
- Holly Springs
- Knightdale
- Morrisville

OWASA

# Salary Survey Results

- ▶ Surveyed 43 of 76 City job classifications
- ▶ 16 of 17 communities responded (94%)
- ▶ 2 job classifications received insufficient data
- ▶ Calculated Market Rates & Median Salaries for 41 classes
- ▶ 18 classifications were competitive with the market and 23 were below market
- ▶ 2 additional classes were below market

# Salary Range Methodology

- ▶ Calculating a Market Rate:
  - ▶ Average of actual salaries being paid in the market for each job classification;
  - ▶ Adjusted market rate excludes outliers
  - ▶ Calculate a Market Range = +/- 5% of Market Rate
  - ▶ Compare Midpoint/Job Rate of current range to Market Rate
  - ▶ Midpoint/Job Rate should fall within Market Range
- ▶ Calculating Median Salary – 50<sup>th</sup> percentile
- ▶ Determine if salary range is at, above or below market

# Job Classifications Below Market

- ▶ 8 Management Classes
- ▶ 4 Administrative & Professional Classes
- ▶ 7 Labor, Trades & Technical Classes
- ▶ 4 Public Safety Classes

# Job Classifications At Market

- ▶ 3 Management Classes
- ▶ 5 Administrative & Professional Classes
- ▶ 4 Labor, Trades & Technical Classes
- ▶ 6 Public Safety Classes

# Compensation Analysis & Recommendations

- ▶ Adjust below market salary ranges by 5-15% to be competitive with regional market
- ▶ Maintain 17 at-market salary ranges
- ▶ Reduce 2 above market salary ranges to align to market
- ▶ Review and adjust additional salary ranges not included in the survey using related classes as benchmarks
- ▶ Develop proposed Position Classification & Pay Plan



# Employee Salary Analysis Methodology

- ▶ Reviewed all employee salaries and their qualifications to ensure they are being paid competitively and equitably;
- ▶ Employee salaries below the minimum of the new range are recommended to increase to the minimum or \$15 per hour, whichever is greater;
- ▶ Employee salaries that are above the minimum but below the Median and/or Market Rate are recommended for a 5-15% adjustment to bring them closer to the market;
- ▶ Employee salaries that are above the Median or Market rate are not recommended for increases.

# Employee Salary Findings & Recommendations

- ▶ The majority of professional and management employees are being paid competitively with the market;
- ▶ Most administrative employees are being paid appropriately;
- ▶ The majority of labor, trades and technical employees are being paid below market and need salary adjustments to avoid turnover;
- ▶ Most Police Officers are being paid below market and need salary adjustments to enhance recruitment and retention.

# Employee Salary Analysis – Findings & Recommendations

- ▶ Most recommended salary increases are 5% except for some positions in Public Works and Police Officers, whose ranges are recommended to increase by more than 5%.
- ▶ Adjusting the Police Officer salary range by 10% to remain competitive in the region required comparable salary increases for Police Officers and 5% increases for Corporal, Investigators and Sergeants to maintain internal equity commensurate with their qualifications and avoid pay compression.
- ▶ Employee qualification review identified some internal equity and pay compression issues that were addressed in the study.

# Study Cost & Implementation

- ▶ 89 of 146 employees are recommended for salary increases
- ▶ Majority of increases are for employees in Public Safety, Public Works and Public Utilities
- ▶ Annual Salary Increase Cost:                   \$263,487
- ▶ Cost for March Implementation:               \$ 87,829

# Next Steps

- ▶ Approve study recommendations and implementation costs
- ▶ Approve proposed Position Classification & Pay Plan
- ▶ Continue to develop strategies to reduce turnover and enhance employee retention
- ▶ Update the salary study in 2-3 years to keep pace with market

# Cost of Living Adjustments (COLA)

- ▶ Inflation is at a 40 year high
- ▶ Consumer Price Index – December 31, 2021 – 7%
- ▶ Growth in salaries for the same period – 4%
- ▶ Inflation is eroding the value of employee salaries
- ▶ Recommend two options for COLA effective March
  - ▶ 2.5% - \$88,883
  - ▶ 3% - \$106,659

Questions?





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## AGENDA ITEM #4B

### Petition for Voluntary Contiguous Annexation- Duke University Health Systems-1103 Crystal Lane

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**Meeting Date**

March 7, 2022

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**Presenter**

Lawson Brown, City Attorney

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**Public Hearing**

Yes  No

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**Summary**

Staff received a petition requesting voluntary contiguous annexation from Duke University Health Systems.

**Background**

The applicant is requesting that the described property be annexed into Mebane's Corporate Limits. This is a contiguous annexation containing approximately +/- 0.93 acres located at 1103 Crystal Lane in Alamance County.

**Financial Impact**

The property will be added to the ad valorem tax base of the City once the property is annexed.

**Recommendation**

Staff recommends the Council's acceptance of the petition, the Clerk's Certificate of Sufficiency and to adopt a Resolution setting a date of public hearing for April 4, 2022.

**Suggested Motion**

I make a motion to accept the petition, the Clerk's Certificate of Sufficiency and to adopt a Resolution setting a date of public hearing for April 4, 2022.

**Attachments**

1. Petition
2. Clerk's Certificate of Sufficiency
3. Map
4. Resolution





## PETITION REQUESTING A CONTIGUOUS ANNEXATION

### Annexation Process – Approximately a 2 Month Process

1<sup>st</sup> Month- Submit a Petition for Annexation to the City Council, the Clerk reports to City Council the Sufficiency of the Annexation and the City Council adopts a Resolution to set a Public Hearing

2<sup>nd</sup> Month- A Public Hearing is held and normally that same night, the City Council will adopt an Ordinance to set the effective date as the same or the Council will deny the request

Date: \_\_\_\_\_

To the City Council of the City of Mebane:

1. We the undersigned owners of real property respectfully request that the area described in Paragraph 2 below be annexed to the City of Mebane.
2. The area to be annexed is contiguous to the City of Mebane and the boundaries of such territory are as follows:

*\*Please include a Description of Boundaries (Metes and Bounds) on a separate paper.*

- \*\*3.** We acknowledge that any zoning vested rights acquired pursuant to G.S. 160A-385.1 or or G.S. 153A-344.1 must be declared and identified on this petition. We further acknowledge that failure to declare such rights on this petition shall result in a termination of vested rights previously acquired for the property. (If zoning vested rights are claimed, indicate below and attach proof.)

Name	Address	Do you declare vested rights (Yes or No)	Signature
1. Duke University Health System, Inc.	PIN 9804749438 1103 CRYSTAL LN	No	
2.			
3.			

\*Municipality may wish to require metes and bounds description or map. (Provide 2 paper copies, an electronic copy and 3 mylars)

\*\*This is one possible format for zoning vested rights declaration. This language may require modification to reflect the requirements of the municipal zoning vested rights ordinance, if any.

CERTIFICATE OF SUFFICIENCY

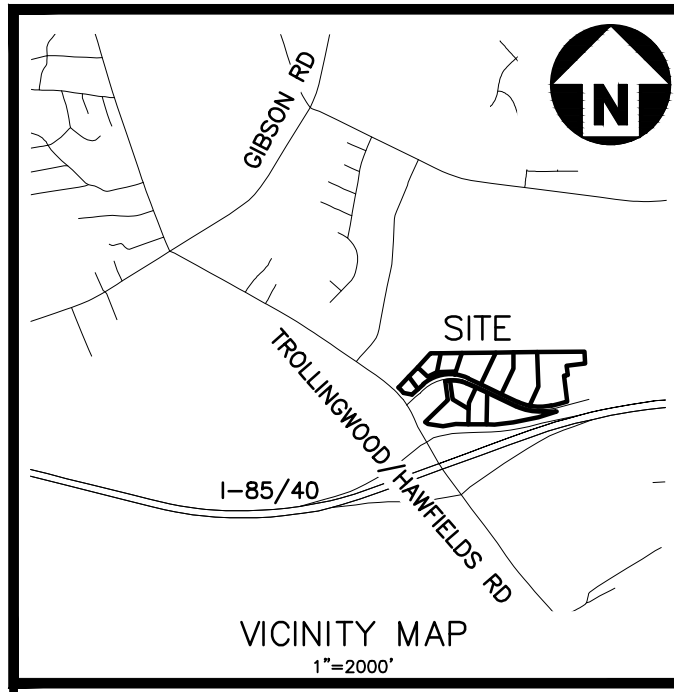
To the City Council of the City of Mebane, North Carolina:

I, Stephanie W. Shaw, City Clerk, do hereby certify that I have investigated the petition attached hereto and have found as a fact that said petition is signed by all owners of real property lying in the area described therein, in accordance with G.S. 160A-31.

In witness whereof, I have hereunto set my hand and affixed the seal of the City of Mebane, this 7<sup>th</sup> day of March, 2022.



Stephanie W. Shaw  
Stephanie W. Shaw, City Clerk



I, RONALD T. FREDERICK, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION FROM DEED DESCRIPTION RECORDED IN BOOK AND PAGE (AS SHOWN); THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AND DRAWN FROM INFORMATION FOUND IN BOOK AND PAGE (AS SHOWN); THAT THE RATIO OF PRECISION AS CALCULATED IS  $\pm 1:44,000 \pm$ ; AND THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED.

I HEREBY CERTIFY THAT THIS PLAT IS OF THE FOLLOWING TYPE: G.S. 47-30 (f)(11)(d). THIS SURVEY IS OF ANOTHER CATEGORY, SUCH AS THE RECOMBINATION OF EXISTING PARCELS, A COURT-ORDERED SURVEY, OR OTHER EXCEPTION TO THE DEFINITION OF SUBDIVISION.

WITNESS MY ORIGINAL SIGNATURE, REGISTRATION NUMBER, AND SEAL THIS

\_\_\_\_\_ DAY OF \_\_\_\_\_, A.D. 20\_\_

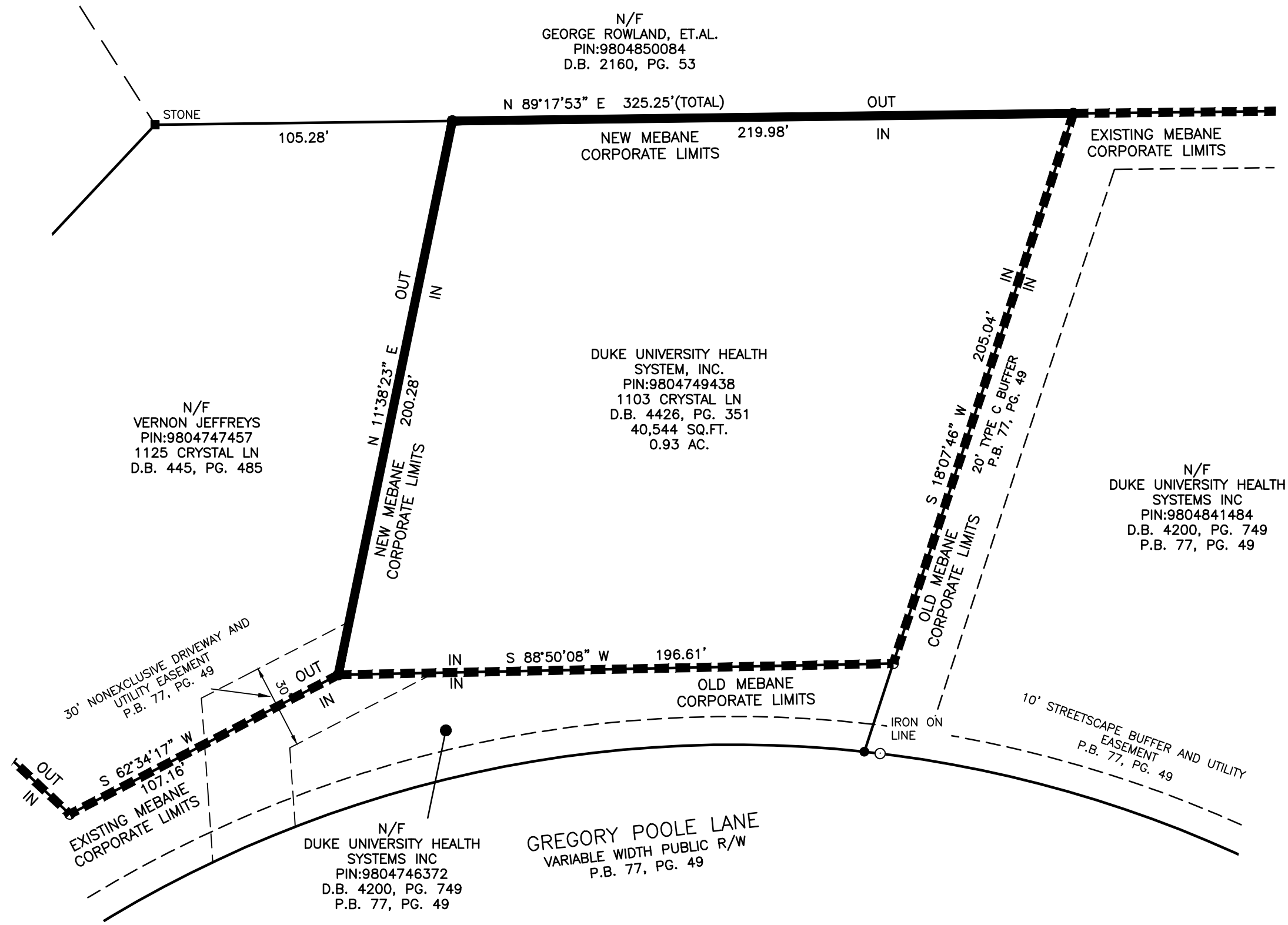
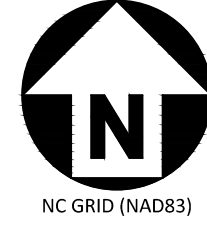
RONALD T. FREDERICK PLS L-4720

**PRELIMINARY**



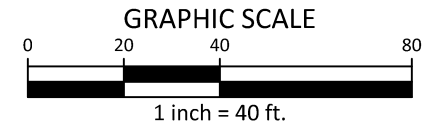
**GENERAL NOTES**

1. THIS IS A CONTIGUOUS ANNEXATION MAP.
2. BEARINGS FOR THIS SURVEY ARE BASED ON NC GRID NAD 83(2011).
3. ALL DISTANCES ARE HORIZONTAL GROUND DISTANCES.
4. ZONING: M-1 PER MEBANE GIS
5. AREA BY COORDINATE GEOMETRY.
6. FLOOD NOTE: THIS PROPERTY IS NOT LOCATED IN A SPECIAL FLOOD HAZARD ZONE. IT IS LOCATED IN ZONE "X" AS DEFINED BY F.E.M.A F.I.R.M COMMUNITY PANEL 3710980400K DATED 11/17/2017
7. REFERENCES: AS SHOWN



**LEGEND**

■	CONCRETE MONUMENT
○	EXISTING IRON PIPE
●	IRON PIPE SET
—	PROPERTY LINE
—	NEW CORPORATE LIMITS
—	EXISTING CORPORATE LIMITS
—	BUFFER LINE
—	EASEMENT LINE



**McADAMS**  
 The John R. McAdams Company, Inc.  
 2905 Meridian Parkway  
 Durham, NC 27713  
 phone 919. 361. 5000  
 fax 919. 361. 2269  
 license number: C-0293, C-187  
 www.mcadamsco.com

**CLIENT**  
 DUKE HEALTH  
 2200 WEST MAIN STREET  
 SUITE 650  
 DURHAM, NC 27705

**CITY OF MEBANE VOLUNTARY  
 CONTIGUOUS ANNEXATION MAP**  
 GREGORY POOLE COMMERCE PARK  
 1103 CRYSTAL LANE  
 CITY OF MEBANE, ALAMANCE COUNTY, NORTH CAROLINA

**REVISIONS**

NO.	DATE

**PLAN INFORMATION**

PROJECT NO. DKH21001  
 FILENAME DKH21001-F1  
 CHECKED BY RTF  
 DRAWN BY DJM  
 SCALE 1"=40'  
 DATE 1/24/2022

**SHEET**  
**ANNEXATION MAP**  
**SHEET NUMBER**

**1-1**

L:\DukeHealth\DKH21001\02-Geomatics\Survey\Plats\DKH21001-F1.dwg, 2/25/2022 9:03:14 AM, David Mills

RESOLUTION SETTING DATE OF PUBLIC HEARING ON  
QUESTION OF ANNEXATION PURSUANT TO G.S. 160A-31

Annexation No. 151

WHEREAS, a petition requesting annexation of the area described herein has been received;  
and

WHEREAS, certification by the City Clerk as to the sufficiency of the petition has been made;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Mebane, North Carolina  
that:

Section 1. A public hearing on the question of annexation of the area described herein will be  
held at the Mebane Municipal Building at 6:00 p.m. on April 4, 2022.

Section 2. The area proposed for annexation is described as follows:

BEGINNING AT AN IRON PIPE THE NORTHWEST CORNER OF LOT 1 AS SHOWN ON PLAT  
BOOK 77, PAGE 49 OF THE ALAMANCE COUNTY REGISTER OF DEEDS; THENCE WITH SAID  
COMMON LINE SOUTH 18°07'46" WEST A DISTANCE OF 205.04 FEET TO AN IRON PIPE, THE  
EASTERN MOST CORNER OF LOT 12 AS SHOWN ON THE AFORE MENTIONED PLAT BOOK; THENCE  
WITH SAID COMMON LINE SOUTH 88°50'08" WEST A DISTANCE OF 196.61 FEET TO AN IRON PIPE,  
THE COMMON CORNER OF JEFFEREYS; THENCE WITH SAID COMMON LINE NORTH 11°38'23" EAST  
A DISTANCE OF 200.28 FEET TO AN IRON PIPE IN THE SOUTH LINE OF ROWLAND; THENCE WITH  
SAID COMMON LINE NORTH 89°17'53" EAST A DISTANCE OF 219.98 FEET TO THE POINT OF  
BEGINNING; CONTAINING 40,544 SQUARE FEET OR 0.93 ACRES.

Section 3. Notice of the public hearing shall be published once in the Mebane Enterprise, a  
newspaper having general circulation in the City of Mebane, at least ten (10) days prior to the date  
of the public hearing.

\_\_\_\_\_  
Ed Hooks, Mayor

ATTEST:

\_\_\_\_\_  
Stephanie W. Shaw, City Clerk



---

## AGENDA ITEM #4C

Petition for Voluntary Non-Contiguous  
Annexation – Christie Graves- 462 Smith Drive

---

### Meeting Date

March 7, 2022

---

### Presenter

Lawson Brown, City Attorney

---

### Public Hearing

Yes  No

---

### Summary

Staff received a petition requesting voluntary non-contiguous annexation from Christie Graves. The lot is currently vacant. There are plans to construct a single-family home on the property.

---

### Background

The applicant is requesting the described property to be annexed into Mebane's Corporate Limits. This is a non-contiguous annexation containing approximately +/- 0.486 acres located at 462 Smith Drive in Alamance County.

---

### Financial Impact

The property will be added to the ad valorem tax base for the City once the property is annexed.

---

### Recommendation

Staff recommends Council's acceptance of the petition, the Clerk's Certificate of Sufficiency and adoption of a Resolution setting a date of public hearing for April 4, 2022.

---

### Suggested Motion

I make a motion to accept the petition, the Clerk's Certificate of Sufficiency and to adopt the resolution setting a date of public hearing for April 4, 2022.

---

### Attachments

1. Petition
2. Clerk's Certificate of Sufficiency
3. Map
4. Resolution





## PETITION REQUESTING A NON-CONTIGUOUS ANNEXATION

### Annexation Process – Approximately a 2 Month Process

1<sup>st</sup> Month- Submit a Petition for Annexation to the City Council, the Clerk reports to City Council the Sufficiency of the Annexation and the City Council adopts a Resolution to set a Public Hearing

2<sup>nd</sup> Month- A Public Hearing is held and normally that same night, the City Council will adopt an Ordinance to set the effective date as the same or the Council will deny the request

Date: 11/4/2021

To the City Council of the City of Mebane:

1. We the undersigned owners of real property respectfully request that the area described in Paragraph 2 below be annexed to the City of Mebane.
2. The area to be annexed is non-contiguous to the City of Mebane and the boundaries of such territory are as follows:

*\*Please include a Description of Boundaries (Metes and Bounds) on a separate paper.*

- \*\*3.** We acknowledge that any zoning vested rights acquired pursuant to G.S. 160A-385.1 or G.S. 153A-344.1 must be declared and identified on this petition. We further acknowledge that failure to declare such rights on this petition shall result in a termination of vested rights previously acquired for the property. (If zoning vested rights are claimed, indicate below and attach proof.)

Name	Address	Do you declare vested rights (Yes or No)	Signature- Please print and sign
1. Christie Graves	462 Smith Dr Mebane, NC 27302	Yes	Christie Graves Christie Graves
2.			
3.			

\*Municipality may wish to require metes and bounds description or map. (Provide 2 paper copies, an electronic copy and 3 mylars)

\*\*This is one possible format for zoning vested rights declaration. This language may require modification to reflect the requirements of the municipal zoning vested rights ordinance, if any.

CERTIFICATE OF SUFFICIENCY

To the City Council of the City of Mebane, North Carolina:

I, Stephanie W. Shaw, City Clerk, do hereby certify that I have investigated the petition attached hereto and have found as a fact that said petition has been signed by all owners of real property lying in the area described therein, in accordance with G.S. 160A-58.2.

In witness whereof, I have hereunto set my hand and affixed the seal of the City of Mebane, this 7<sup>th</sup> day of March, 2022.



Stephanie W. Shaw  
Stephanie W. Shaw, City Clerk

**Notes:**

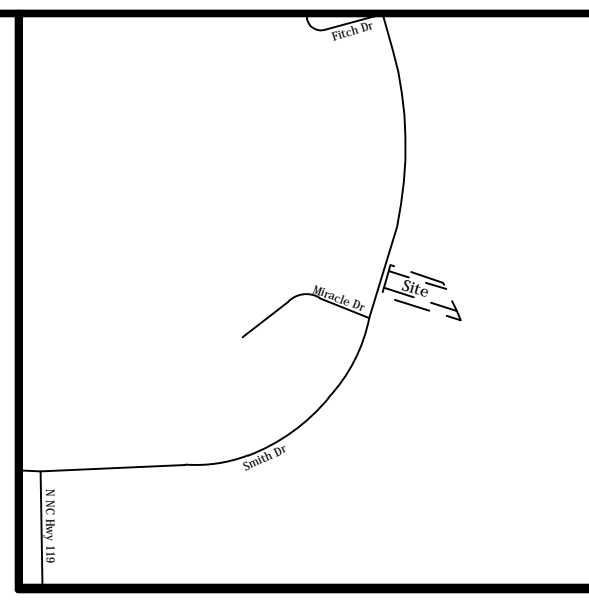
- No NCGS Monuments found within 2000' of property.
- This project is not located within a special flood hazard area.
- Area calculated by coordinate geometry.
- All lines surveyed by Survey Carolina, PLLC are indicated by bold lines. All lines not surveyed by Survey Carolina, PLLC are indicated by dashed lines.
- No attempt was made by this survey to locate all underground utilities nor any other easements that would be revealed by a title search.
- Zoning: R-20
- Tax PIN: 165097

This parcel is within the City of Mebane's jurisdiction. No approval is required by the Planning Board or City Council.

Development Director \_\_\_\_\_

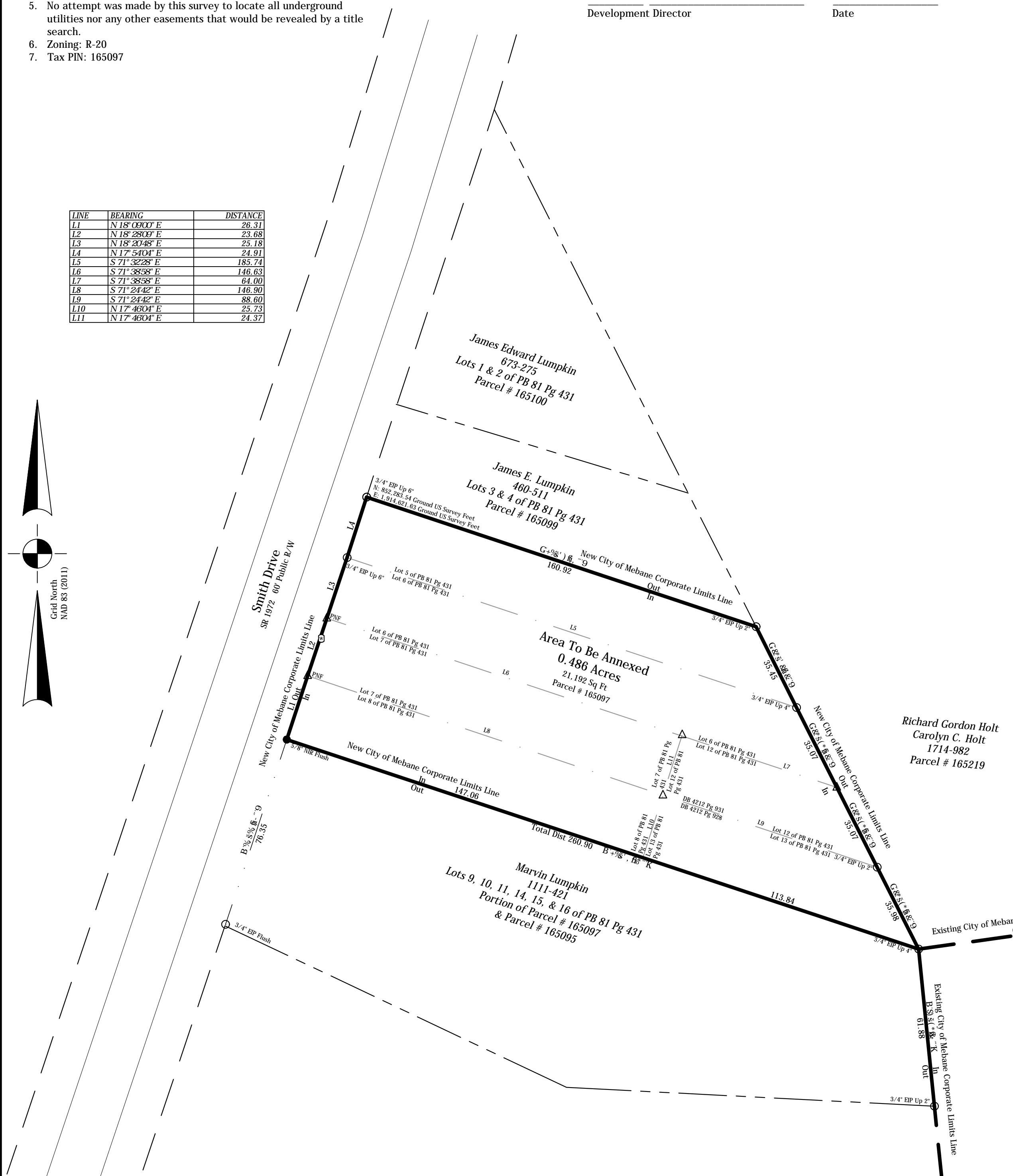
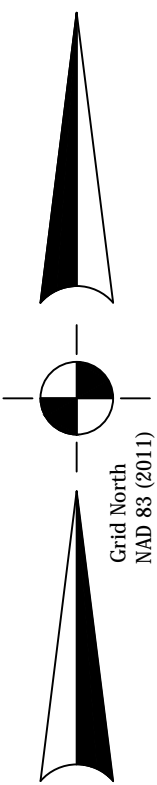
Date \_\_\_\_\_

LINE	BEARING	DISTANCE
L1	N 18° 09'00" E	26.31
L2	N 18° 28'00" E	23.68
L3	N 18° 20'48" E	25.18
L4	N 17° 54'04" E	24.91
L5	S 71° 32'28" E	185.74
L6	S 71° 38'58" E	146.63
L7	S 71° 38'58" E	64.00
L8	S 71° 24'42" E	146.90
L9	S 71° 24'42" E	88.60
L10	N 17° 46'04" E	25.73
L11	N 17° 46'04" E	24.37



Location Map  
(Not to Scale)

- Stone
- ◇ R/W - Right of Way Monument
- RRS - Railroad Spike
- NIR - New Iron Rod
- NIP - New Iron Pipe
- ◆ NCGS Monument
- EN - Existing Nail
- EIR - Existing Iron Rod
- EIP - Existing Iron Pipe
- ◆ Existing Concrete Monument
- ⊕ Bench Mark
- ⊕ Computed Point / Point Not Set
- ⊕ Well
- Property Line
- Computed Property Line
- Right of Way Line
- Easement Line
- Tie Lines
- Setback Lines
- Overhead Utility Line
- Gas Line
- Sanitary Sewer Line
- Storm Sewer Line
- Water Line
- Fence
- Overhead Power Line
- Underground Electric Line
- Underground Comm. Line
- Adjoiner Line



I, Dan W Tanner II, Professional Land Surveyor, certify:

In accordance with NC General Statute 47-30(f)11c.1. That the survey is of an existing parcel or parcels of land or one or more existing easements and does not create a new street or change an existing street. For the purpose of this subsection, an "existing parcel" or "existing easement" is an area of land described in a single, legal description or legally recorded subdivision that has been or may be legally conveyed to a new owner by deed in its existing configuration.

I, Dan W Tanner II, certify that this plat was drawn under my supervision from an actual survey made under my supervision (deed description recorded in:

Book 4212, page 940;

that the boundaries not surveyed are clearly indicated as drawn from information found in Book See, page Notes; that the ratio of precision or positional accuracy as calculated is 1:10000+, that this plat was prepared in accordance with G.S. 47-30 as amended. Witness my original signature, license number and seal this the 21st day of December, A.D., 2021.

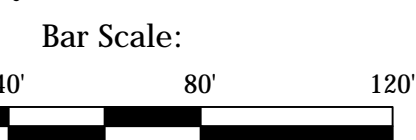


I, Dan W Tanner II, certify that this map was drawn under my supervision from an actual GPS/ GNSS survey made under my supervision and the following information was used to perform the survey:

- Class of survey: Class A
- Positional accuracy: <math>-0.10'</math>
- Type of GNSS field procedure: Real-Time Kinematic Networks
- Dates of survey: December 13, 2021
- Datum/Epoch: NAD83(2011) / 2010.00
- Published/Fixed-control use: North Carolina Real Time Network
- Geoid model: Geoid 12A
- Combined grid factor(s): 0.99995831
- GPS/GNSS Scale Point: N:852,237.95 E:1,914,609.90 Z:641.43
- Units: US Survey Feet

**Final Plat  
City of Mebane Corporate Limits  
Non-Contiguous Annexation**

On the Property of Christie Denise Graves  
Melville Township Alamance County  
North Carolina December 21, 2021  
Deed Book:4212 Pg:940  
Plat Book:81 Pg:431  
Scale: 1" = 40 US Survey Feet



**SURVEY CAROLINA, PLLC**  
154 S. Fayetteville St, Suite B, Asheboro, NC 27203  
Phone Number: 336 625-8000  
Email: mail@surveycarolina.com

Firm #: P-1110  
Dan W Tanner II L-4787  
V:858%G fj Ymi7Ufc jblZD'W

Owners:  
Christie Denise Graves  
1212 N Frazier Rd  
Mebane, NC 27302



RESOLUTION FIXING DATE OF PUBLIC HEARING ON  
QUESTION OF ANNEXATION PURSUANT TO G.S. 160A-58.2

Annexation No. 152

WHEREAS, a petition requesting annexation of the non-contiguous area described herein has been received; and

WHEREAS, the Mebane City Council directed the City Clerk to investigate the sufficiency of the petition; and

WHEREAS, certification by the City Clerk as to the sufficiency of the petition has been made;

NOW, THEREFORE, BE IT RESOLVED, by the Mebane City Council of the City of Mebane, North Carolina that:

Section 1. A public hearing on the question of annexation of the non-contiguous area described herein will be held at 6:00 p.m. on April 4, 2022.

Section 2. The area proposed for annexation is described as follows:

BEGINNING at an iron pipe, having an NAD 83 North Carolina State Plane Coordinate of Northing 852,283.54, Easting 1,914,621.63 and being the point of beginning; Thence S 71°35'48" E a distance of 160.92' to an iron pipe; Thence S 26°32'42" E a distance of 35.45' to an iron pipe; Thence S 26°46'52" E a distance of 35.07' to a point not set; Thence S 26°46'52" E a distance of 35.07' to an iron pipe; Thence S 26°46'52" E a distance of 35.98' to an iron pipe; Thence N 71°38'16" W a distance of 260.90' to a new iron rod; Thence N 18°09'00" E a distance of 26.31' to a point not set; Thence N 18°24'22" E a distance of 48.86' to an iron pipe; Thence N 17°54'04" E a distance of 24.91' to an iron pipe; which is the point of beginning, containing 0.486Acres (21,192 Square Feet), more or less, as shown on that plat entitled "Non-Contiguous Annexation City of Mebane Corporate Limits" Prepared by Survey Carolina, PLLC dated December 21, 2021, Job Number 13410.

Section 3. Notice of the public hearing shall be published once in the Mebane Enterprise, a newspaper having general circulation in the City of Mebane, at least ten (10) days prior to the date of the public hearing.

\_\_\_\_\_  
Ed Hooks, Mayor

ATTEST:

\_\_\_\_\_  
Stephanie W. Shaw, City Clerk



# AGENDA ITEM #4D

SUB 22-03

Final Subdivision Plat

Bowman Village, Phase N2

Presenter Cy Stober, Development Director

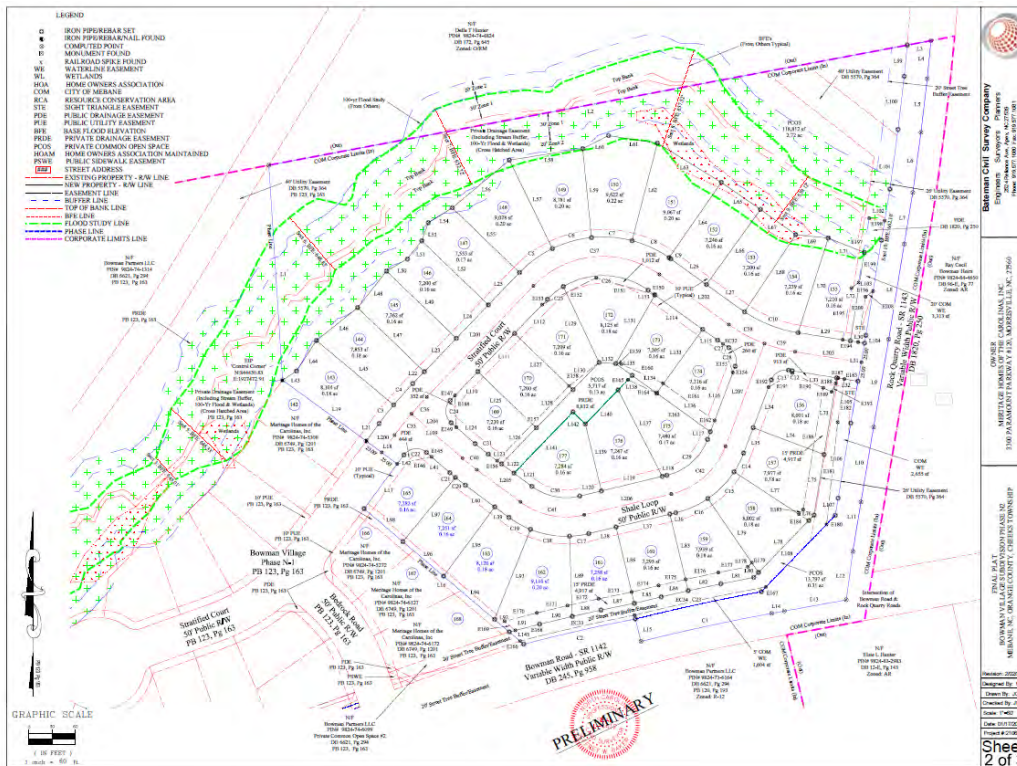
### Applicant

Meritage Homes of the Carolinas, Inc.  
3300 Paramount Parkway  
Suite #120  
Morrisville, NC 27560

### Public Hearing

Yes  No

## Final Plat



### Property

Bowman Village,  
Orange County

GPINs  
9824748580

**Proposed Zoning**  
N/A

**Current Zoning**  
R-12 (CD)

**Size**  
+/-11.152 ac

**Surrounding Zoning**  
R-12(CD) and  
O/RM & AR  
(Orange County)

**Surrounding Land Uses**  
Single-Family  
Residential,  
Vacant

**Utilities**  
Extended at  
developer's  
expense.

**Floodplain**  
Yes

**Watershed**  
No

**City Limits**  
Yes

---

**Summary**

Meritage Homes of the Carolinas, Inc., is requesting approval of the Final Plat for Phase N2 of the Bowman Village Subdivision (approved for conditional rezoning as a cluster subdivision by City Council 06/03/19). The Final Plat will include a total area of +/-11.152 acres featuring 32 single-family lots of +/- 5.683 acres, +/-3.1755 acres of open space (inc. FEMA floodplain), and +/-2.293 acres and +/-1,386 linear feet of dedicated right of way.

The Technical Review Committee (TRC) has reviewed the Final Plat and the applicant has revised the plan 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.

---

**Financial Impact**

The developer has extended utilities at his own expense.

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**Recommendation**

Staff recommends approval of the Final Plat.

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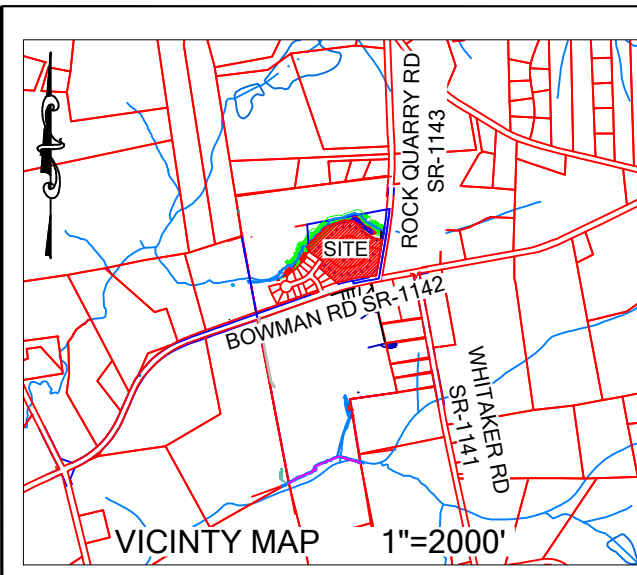
**Suggested Motion**

Motion to approve the final plat as presented.

---

**Attachments**

1. Final Plat



**Owner Information:**  
 Meritage Homes of the Carolinas, Inc  
 919-926-2600  
 8800 E Raintree #300  
 Scottsdale, AZ, 85260  
 DB 6750, Pg 2074

**REFERENCES**  
 -DEED BOOK 6750, PAGE 2074  
 -PLAT BOOK 123, PAGE 163

**NOTES:**

- This survey was prepared by Bateman Civil Survey Co., under the supervision of Jeffrey W. Baker, PLS.
- Property lines shown were taken from existing field evidence, existing deeds and/or plats of public record, and information supplied to the surveyor by the client
- All distances are horizontal ground distances and all bearings are based from NAD 83' unless otherwise shown.
- Areas by coordinate method.
- Surveyor has made no investigation or independent search for easements of record, encumbrances, restrictive covenants, ownership title evidence or any other facts that an accurate and current title search may disclose.
- No evidence of cemeteries were observed at the time of survey.
- No Grid Monuments found within 2000'.
- FEMA Designated Floodplain: 'X' (Map 3710982400L, Date 11/17/2017)
- Flood Study provided to Bateman Civil Survey Company from Meritage Homes of the Carolinas, Inc.
- Date of survey: December 2021

**PARCEL DATA:**  
 PIN# 9824-74-8580  
 Deed Book 6750, Page 2074  
 Plat Book 123, Page 163  
 Zoned: R-12 (Conditional)  
 River Basin: Cape Fear

**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 Alamance/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 policies, 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, Inc to Bowman Village 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 \_\_\_\_\_ recorded in Book \_\_\_\_\_, Page \_\_\_\_\_, \_\_\_\_\_ County Registry, the terms and provisions of which are incorporated herein by this reference.

\_\_\_\_\_ by the recordation 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 servicing wires, lines, conduits, and pipes.'

Owner _____	Date _____
Owner _____	Date _____
(Notarized) _____	Date _____
Book No. _____	Page No. _____

**Site Data:**  
 Zoning: R-12 (Conditional) (Cluster Subdivision)  
 Approved 06/03/2019 by Mebane City Council

**Setbacks:**  
 Front: 20 Feet  
 Side: 5 Feet  
 Side (Corner): 10 Feet  
 Rear: 20 Feet

Phase N2 Area: 485,787 sf / 11.1521 ac  
 New Road Centerline Phase N2: 1,386 Linear Feet

Phase N2 Number of Lots: 32  
 Phase N2 Lot Area: 246,930 sf / 5.6687 ac  
 Phase N2 R/W Dedication: 99,897 sf / 2.2933 ac  
 Phase N2 Open Space: 138,960 sf / 3.1901 ac

"I, Jeffrey W. Baker, certify that this plat was drawn under my supervision from an actual survey made under my supervision (Book 6750, Page 2074); that the boundaries not surveyed are clearly indicated as drawn from information found in Book 123, Page 163; that the ratio of precision or positional accuracy as calculated is 1:10000+; that this plat was prepared in accordance with G.S. 47-30 as amended. witness my original signature, license number and seal this 1st day of September, A.D. 2021."

**PRELIMINARY**

\_\_\_\_\_  
 Professional Land Surveyor  
 License Number-4412

I, Jeffrey W. Baker, Professional Land Surveyor No. L-4412 certify that this survey creates a subdivision of land within the area of a county or municipality that has an ordinance that regulates parcels of land.

Jeffrey W. Baker, PLS L-4412 \_\_\_\_\_  
 date



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, rights-of-way and public parks shown thereon, but assumes no responsibility to open or maintain the same, until 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  
 County of Orange

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 \_\_\_\_\_  
 Orange County Land Records / GIS

Date of Certification \_\_\_\_\_



**Bateman Civil Survey Company**  
 Engineers Surveyors Planners  
 2524 Reliance Ave., Apex, NC 27539  
 Phone: 919.577.1080 Fax: 919.577.1081  
 NCBELS FIRM No. C-2378

OWNER  
 MERITAGE HOMES OF THE CAROLINAS, INC.  
 3300 PARAMOUNT PARKWAY #120, MORRISVILLE, NC, 27560

FINAL PLAT  
 BOWMAN VILLAGE SUBDIVISION PHASE N2  
 MEBANE, NC, ORANGE COUNTY, CHEEKS TOWNSHIP

REV: 03/02/22  
 Designed By: N/A  
 Drawn By: JCH  
 Checked By: JWB  
 Scale: n/a  
 Date: 01/17/2022  
 Project #: 210632





**Bateman Civil Survey Company**  
 Engineers Surveyors Planners  
 2524 Reliance Ave., Apex, NC 27539  
 Phone: 919.577.1080 Fax: 919.577.1081  
 NCBELS FIRM No. C-2378

OWNER  
**MERITAGE HOMES OF THE CAROLINAS, INC.**  
 3300 PARAMOUNT PARKWAY #120, MORRISVILLE, NC, 27560

FINAL PLAT  
**BOWMAN VILLAGE SUBDIVISION PHASE N2**  
 MEBANE, NC, ORANGE COUNTY, CHEEKS TOWNSHIP

Designed By: N/A  
 Drawn By: JCH  
 Checked By: JWB  
 Scale: 1"=60'  
 Date: 01/17/2022  
 Project #: 210632

**Sheet 2 of 3**

**LEGEND**

- IRON PIPE/REBAR SET
- ⊗ IRON PIPE/REBAR/NAIL FOUND
- COMPUTED POINT
- ⊕ MONUMENT FOUND
- x RAILROAD SPIKE FOUND
- WE WATERLINE EASEMENT
- WL WETLANDS
- HOA HOME OWNERS ASSOCIATION
- COM CITY OF MEBANE
- RCA RESOURCE CONSERVATION AREA
- STE SIGHT TRIANGLE EASEMENT
- PDE PUBLIC DRAINAGE EASEMENT
- PUE PUBLIC UTILITY EASEMENT
- BFE BASE FLOOD ELEVATION
- PRDE PRIVATE DRAINAGE EASEMENT
- PCOS PRIVATE COMMON OPEN SPACE
- HOAM HOME OWNERS ASSOCIATION MAINTAINED
- PSWE PUBLIC SIDEWALK EASEMENT
- ### STREET ADDRESS
- - - EXISTING PROPERTY - R/W LINE
- - - NEW PROPERTY - R/W LINE
- - - EASEMENT LINE
- - - BUFFER LINE
- - - TOP OF BANK LINE
- - - BFE LINE
- - - FLOOD STUDY LINE
- - - PHASE LINE
- - - CORPORATE LIMITS LINE

N/F  
 Bowman Partners LLC  
 PIN# 9824-74-1314  
 DB 6621, Pg 294  
 PB 123, Pg 163

PRDE  
 PB 123, Pg 163

EIP  
 Control Corner  
 N:844450.83  
 E:1927472.91

N/F  
 Meritage Homes of the  
 Carolinas, Inc  
 PIN# 9824-74-5308  
 DB 6749, Pg 1201  
 PB 123, Pg 163

N/F  
 Meritage Homes of the  
 Carolinas, Inc  
 PIN# 9824-74-5272  
 DB 6749, Pg 1201  
 PB 123, Pg 163

N/F  
 Meritage Homes of the  
 Carolinas, Inc  
 PIN# 9824-74-6127  
 DB 6749, Pg 1201  
 PB 123, Pg 163

N/F  
 Meritage Homes of the  
 Carolinas, Inc  
 PIN# 9824-74-6172  
 DB 6749, Pg 1201  
 PB 123, Pg 163

N/F  
 Bowman Partners LLC  
 PIN# 9824-74-6099  
 Private Common Open Space #2  
 DB 6621, Pg 294  
 PB 123, Pg 163

N/F  
 Della T Hunter  
 PIN# 9824-74-4824  
 DB 172, Pg 645  
 Zoned: O/RM

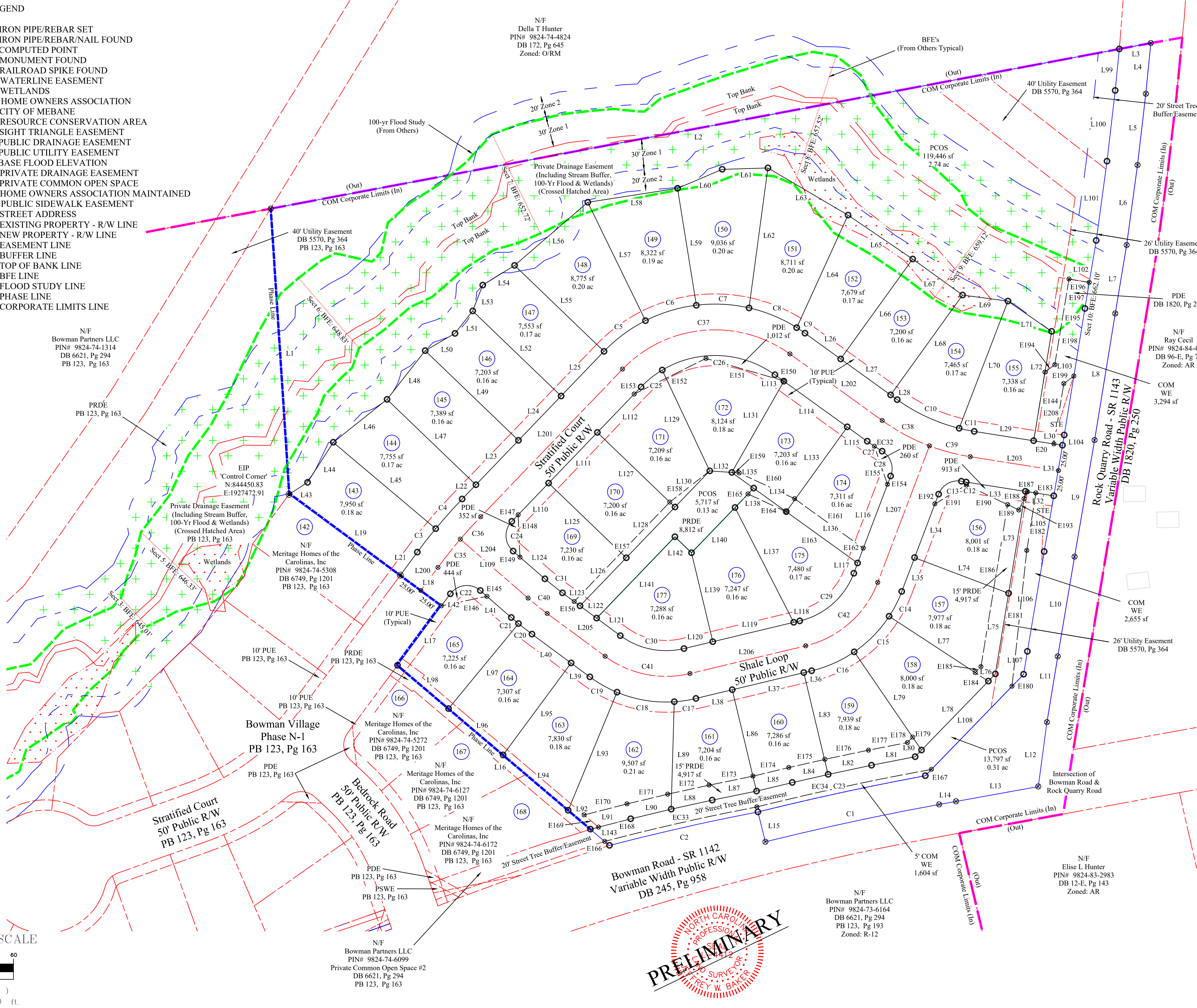
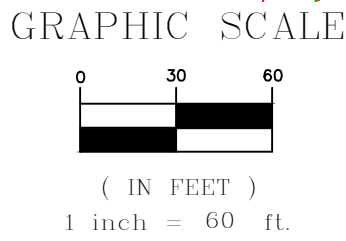
N/F  
 Ray Cecil  
 PIN# 9824-84-4650  
 DB 96-E, Pg 77  
 Zoned: AR

COM  
 WE  
 3,294 sf

COM  
 WE  
 2,655 sf

N/F  
 Elise L Hunter  
 PIN# 9824-83-2983  
 DB 12-E, Pg 143  
 Zoned: AR

N/F  
 Bowman Partners LLC  
 PIN# 9824-73-6164  
 DB 6621, Pg 294  
 PB 123, Pg 193  
 Zoned: R-12









# AGENDA ITEM #5

RZ 22-02

SUP 22-01

Conditional Rezoning & Special Use Request –  
204 North Fifth Street

(Continued from 02/07/22 Meeting at  
Applicant’s Requested)

### Presenter

Cy Stober, Development Director

### Applicant

Carreno Developers, LLC  
P.O. Box 2366  
Chapel Hill, NC 27514

### Public Hearing

Yes  No  **Quasi-judicial**

### Zoning Map



### Property

204 North Fifth Street  
Alamance County GPIN  
9825145309

### Proposed Zoning

B-1(CD)

### Current Zoning

B-2

### Size

+/- 1.26 acres

### Surrounding Zoning

B-1, R-12, R-8

### Surrounding Land Uses

Commercial  
Residential,  
Self-Storage

### Utilities

Present

### Floodplain

No

### Watershed

Yes

### City Limits

Yes

	<b>CITY OF MEBANE ZONING MAP</b>	<b>204 North Fifth Street RZ 22-02 &amp; SUP 22-01</b> <small>1 inch = 300 feet</small>	<b>DATE:</b> 01/05/2022
			<b>DRAWN BY:</b> AO



---

### Summary

Carreno Developers, LLC, is requesting a rezoning from B-2 (General Business) to B-1(CD) (Central Business, Conditional District) to bring the property into consistency with surrounding zoning and address existing land use and site nonconformities. Additionally, the applicant is applying for a Special Use Permit to allow for the existing Planned Multiple Occupancy Group, as specified in Section 4-7.14 (C) of the Mebane Unified Development Ordinance (UDO). The applicant is proposing a restricted menu of uses for this zoning district rather than requesting all by-right uses otherwise allowed in the B-1 district.

The applicant plans to renovate the existing structure and improve an underdeveloped and nonconforming parking lot. Two waivers from requirements of the Mebane UDO are requested:

- Waiver from the minimum required parking of 124 spaces, based upon the area of the retail and office space, with consideration for the provision of the Mebane UDO permitting deviations from parking requirements in the B-1 Central Business Zoning District
- Waiver from exterior building material standards to allow for the use of aluminum and steel on a portion of the building

No onsite amenities or dedications are proposed, though the applicant is pursuing an encroachment agreement with the City to address existing encroachments into the public right-of-way.

The Technical Review Committee (TRC) has reviewed the site plan two (2) times and the applicant revised the plans to reflect the comments.

At the request of the applicant, the public hearing scheduled for both the rezoning and special use requests was continued from the original February 7 date advertised.

---

### Financial Impact

N/A, though development of the property will enhance its assessed tax value.

---

### Recommendation

At their January 10, 2022, meeting, the Mebane Planning Board voted unanimously (8 – 0) to recommend approval of both the rezoning and special use requests.

The Planning staff has reviewed the request for harmony with the zoning of the surrounding area and consistency with the City's adopted plans and recommends approval of the rezoning. No disharmonies or conflicts with adopted City plans were identified.

---

### Suggested Motion

1. Motion to approve the B-1(CD) zoning as presented; **and**
2. Motion to approve the Special Use request for a Planned Multiple Occupancy Group as presented; **and**
3. Motion to find that the request is both reasonable and in the public interest because it finds that it:



- a. Will not materially endanger the public health or safety;
- b. Will not substantially injure the value of adjoining or abutting property;
- c. Will be in harmony with the area in which it is located; and
- d. Will be consistent with the objectives and goals in the City's adopted plans, including its *Downtown Vision Plan* and Comprehensive Land Development Plan *Mebane By Design*. Specifically, the request:
  - Is for a property within the City's G-1 Downtown, Mixed-Use Growth Area and promotes the City's support of "...a mix of stores, restaurants, old industrial, institutional, and residential land uses..." in the Downtown District (Mebane CLP, p.68);
  - Satisfies Growth Management Goal 1.1: "Encourage a variety of uses in growth strategy areas and in the downtown, promote/encourage a village concept that supports compact and walkable environments." (pp.17, 82);
  - Satisfies Growth Management Goal 1.2: "Continue to support historic Downtown Mebane's culture: aesthetics, walkability, bikeability, shopping, dining and housing options." (pp.17, 82); and
  - Is consistent with the goals and objectives of the City's adopted *Downtown Vision Plan*.

**OR**

4. Motion to **deny** the B-1(CD) rezoning as presented due to a lack of
  - a. Harmony with the surrounding zoning

**OR**

  - b. Consistency with the objectives and goals in the City's 2017 Comprehensive Land Development Plan *Mebane By Design* or any of the City's other adopted plans.
5. Motion to deny the special use permit as presented due to a failure to satisfy any one of the four criteria required for approval (**NOTE: criterion for failure must be specified**)

---

**Attachments**

1. Zoning Amendment Application
2. Special Use Permit Application
3. Zoning Map
4. Site Plan

5. Planning Project Report
6. Technical Memorandum – City Engineering Review
7. Appraisal Report



## APPLICATION FOR A ZONING AMENDMENT

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

Name of Applicant: Carreno Developers, LLC

Address of Applicant: P.O. Box 2366, Chapel Hill NC 27514

Address and brief description of property to be rezoned: 204 North Fifth St

GPIN# 9825-14-5309, Parcel ID 168397

Applicant's interest in property: (Owned, leased or otherwise) Owner

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

Yes \_\_\_ Explain: \_\_\_\_\_ No

Type of re-zoning requested: B-1 CU

Sketch attached: Yes  No \_\_\_\_\_

Reason for the requested re-zoning: To make the property more consistent with the adjacent zones.

Signed: \_\_\_\_\_

Date: 10/06/2021

Action by Planning Board: \_\_\_\_\_

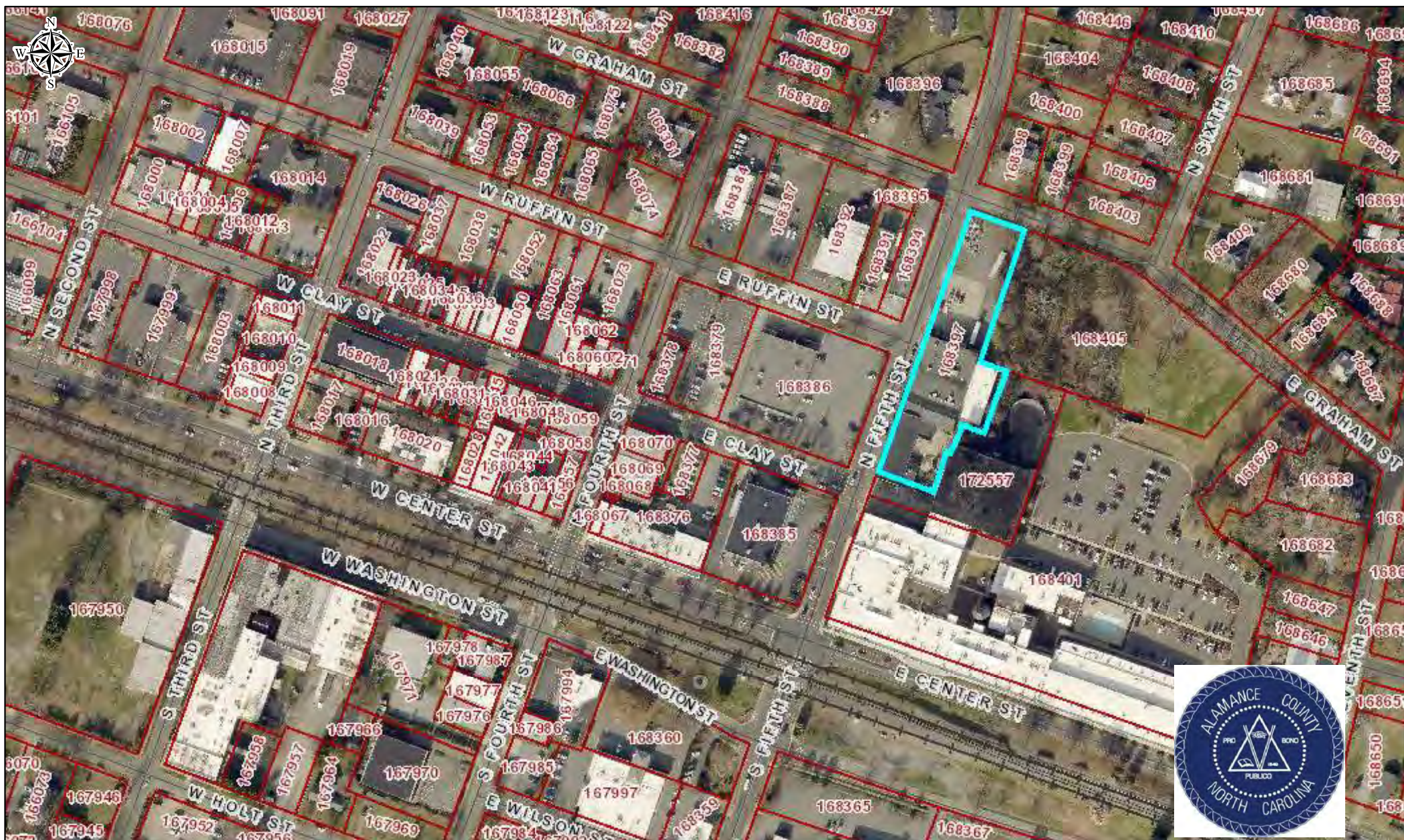
Public Hearing Date: \_\_\_\_\_ Action: \_\_\_\_\_

Zoning Map Corrected: \_\_\_\_\_

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

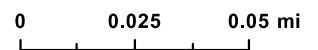
1. Tax Map showing the area that is to be considered for rezoning.
2. Names and addresses of all adjoining property owners within a 300' radius (Include those that are across the street).
3. \$300.00 Fee to cover administrative costs.
4. The information is due 15 working days prior to the Planning Board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





Owner Name: CARRENO DEVELOPERS LLC

January 5, 2022



201 NORTH 4TH STREET SUITE 400  
 MEBANE, NC 27302  
 GPIN: 9825145309  
 PID: 202-797-1

— Private Roads	— 392 - TRAIL	— 395 - TRAIL
— Roads	— 390 - TRAIL	— Railroads
— Preliminary Roads	— 391 - TRAIL	— 394 - TRAIL
		— County Line

Alamance County GIS  
 Alamance County Tax Department

**DISCLAIMER:**  
 The datasets and maps available are not survey grade or alleged document. They are a best approximation of what is on the ground, but do contain errors. The data comes from various sources nationally, the state of North Carolina, and here in Alamance County. Alamance County will not be held responsible for the misuse, misrepresentation, or misinterpretation of the data or maps. These maps and data are a service provided for the benefit for Alamance County citizens. We constantly strive to improve the quality and expand the amount of data and maps available.  
 ALAMANCE COUNTY shall assume no liability for any errors, omissions, or inaccuracies in the information provided regardless of how caused; or any decision on made or action taken or not taken by user in reliance upon any information or data furnished hereunder. The user knowingly waives any and all claims for damages against any and all of the entities comprising the Alamance County GIS System that may arise from the mapping data. Date: 1/5/2022



PRESENT AND FUTURE USES OF TENANT SPACES  
 AT 200, 202, AND 204 N. FIFTH STREET

Dec. 21, 2021

4-1-1 Permitted Use	Applicable Standards
RESIDENTIAL USE	
None	
ACCESSORY USES AND STRUCTURES	
Auytomatic Teller Machine	Z
Fence, Wall	Z
Satellite Dish Antenna	Z
Signs	Z
RECREATIONAL USES	
Billiard Parlor, Pool Hall	Z
Bingo Parlor	Z
Civic Social and Fraternal Clubs and Lodges	D
Coin-Operated Amusement, except Adult Arcade and Video Gaming Arcade	Z
Dance School, Music Instruction	Z
Physical Fitness Center, Training Center	Z
Private Club or Recreational Facility, Other	Z
Public Park or Recreational Facility, Other	Z
Sports and Recreation Club, Indoor	Z
EDUCATIONAL AND INSTITUTIONAL USES	
College, University, Technical Institute	Z
Day Care Center, Adult and Child, 5 or Less Clients (accessory use)	Z
Day Care Center, Adult and Child, 6-12 Clients (principal use)	Z
Day Care Center, Adult and Child, 13 or more Clients (principal use)	Z
Government Office	Z
Library	Z
Museum or Art Gallery	Z
Police Station	Z
Post Office	Z

PRESENT AND FUTURE USES OF TENANT SPACES  
 AT 200, 202, AND 204 N. FIFTH STREET

Dec. 21, 2021

4-1-1 Permitted Use	Applicable Standards
<b>BUSINESS, PROFESSIONAL, AND PERSONAL SERVICES</b>	
Bank, Savings and Loan, or Credit Union	Z
Barber Shop, Beauty Shop Cosmetic Tattoos	Z
Bicycle Repair	Z
Computer Maintenance and Repair	Z
Insurance Agency, no On-Site Claims Inspections	Z
Laundry or Dry Cleaning Retail Facility	Z
Locksmiths, Gunsmiths	Z
Martial Arts Instructional School	Z
Medical or Dental Laboratory	Z
Offices, General	Z
Office Uses not Listed Elsewhere	Z
Photocopying and Duplicating Services	Z
Photography, Commercial Studio	Z
Shoe Repair or Shoeshine Shop	Z
Stock, Security, and Commodity Brokers	Z
Watch, Clock , and Jewelry Repair	Z
<b>RETAIL TRADE</b>	
Antique Store	Z
Apparel and Accessory Store	Z
Appliance Store	Z
Arts and Crafts	Z
Bakery	Z
Tavern, Brewpub (Bar, Nightclub w/restricted hours)	Z
Bicycle Sales	Z
Bookstore	Z
Department, Variety, or General Merchandise	Z
Drugstore or Pharmacy	Z
Floor Covering, Drapery, or Upholstery	Z
Florist	Z
Food Stores	Z
Furniture Sales	Z
Hardware Store	Z
Home Furnishings, Miscellaneous	Z
Miscellaneous Shopping Goods Stores, not listed elsewhere	Z

PRESENT AND FUTURE USES OF TENANT SPACES  
 AT 200, 202, AND 204 N. FIFTH STREET

Dec. 21, 2021

4-1-1 Permitted Use	Applicable Standards
Newsstand	Z
Office Supplies and Equipment	Z
Optical Goods Sales	Z
Paint and Wallpaper Sales	Z
Used Merchandise Store	Z
Pet Store	Z
Radio, Television, Consumer Electronics, and Music Stores	Z
Retail Sales, Misc. not listed elsewhere	Z
Restaurant (w/o drive-through)	Z
<b>WHOLESALE TRADE</b>	
None	
<b>TRANSPORTATION, WAREHOUSING, AND UTILITIES</b>	
None	
<b>MANUFACTURING AND INDUSTRIAL USES</b>	
Jewelry and Silverware Fabrication, No Plating	Z
Printing and Publishing, incidental to a Newspaper Office	Z
<b>AGRICULTURAL USES</b>	
None	
<b>MINING USES</b>	
None	
<b>TEMPORARY USES</b>	
Arts and Crafts Show	Z
<b>MISCELLANEOUS USES</b>	

PRESENT AND FUTURE USES OF TENANT SPACES  
AT 200, 202, AND 204 N. FIFTH STREET

Dec. 21, 2021

4-1-1 Permitted Use	Applicable Standards
Planned Multiple Occupancy Group (Commercial, Office)	CC





**APPLICATION FOR A SPECIAL USE PERMIT**

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

Name of Applicant: Carreno Developers, LLC

Address of Applicant: P.O. Box 2366, Chapel Hill NC 27514

Address and brief description of property: 204 North Fifth St

GPIN# 9825-14-5309, Parcel ID 168397

Applicant's interest in property: (Owned, leased or otherwise) Owner

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

Yes \_\_\_ Explain: \_\_\_\_\_ No X

Type of request: Special Use permit in conjunction with Re-zoning

Sketch attached: Yes X No \_\_\_\_\_

Reason for the request: UDO table 4-1-1, Planned Multiple Occupancy

Groups require a special use permit from City Council

Signed: \_\_\_\_\_

Date: 11/24/2021

Action by Planning Board: \_\_\_\_\_

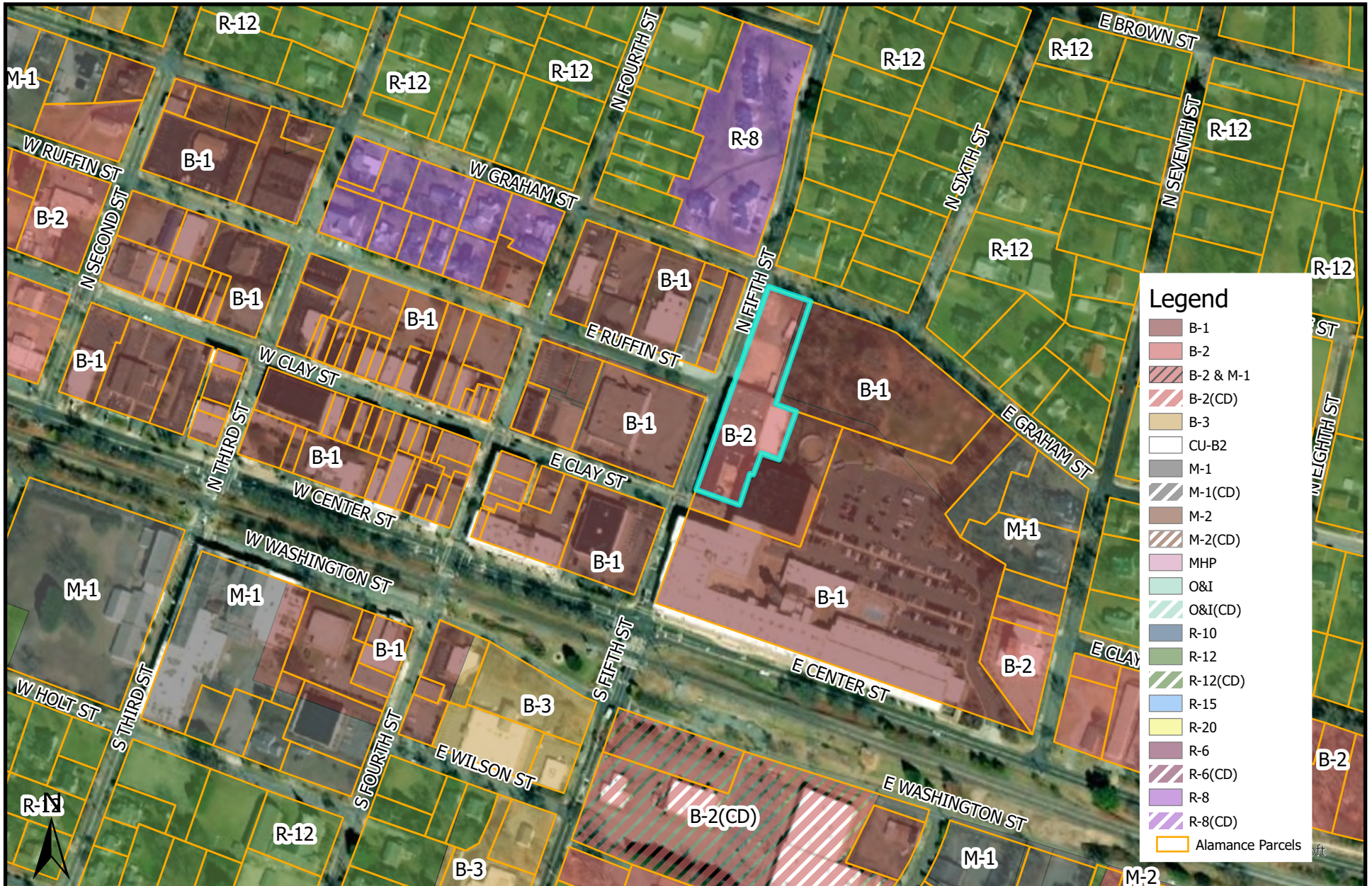
Public Hearing Date: \_\_\_\_\_ Action: \_\_\_\_\_

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.
2. Names and addresses of all adjoining property owners within a 300' radius (Include those that are across the street).
3. \$400.00 Fee to cover administrative costs.
4. The information is due 15 working days prior to the Planning Board meeting. The Planning Board meets the 2<sup>nd</sup> 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 1<sup>st</sup> Monday of each month at 6:00 p.m.





**CITY OF MEBANE  
ZONING MAP**

**204 North Fifth Street  
RZ 22-02 & SUP 22-01**

1 inch = 300 feet

DATE: 01/05/2022

DRAWN BY: AO



# 204 NORTH FIFTH STREET

## MEBANE, NORTH CAROLINA 27302

ECE LEGEND	
NEW	EXISTING
PROPERTY LINE (P/L)	---
ADJACENT PROPERTY LINE	---
EASEMENT (ESMT)	---
SETBACK (S/B)	---
RIGHT-OF-WAY (R/W)	---
CENTERLINES (C/L)	---
CURB & GUTTER	---
EDGE OF PAVEMENT (EOP)	---
SIDEWALK	---
CREEK	---
CATCH BASIN (CB)	OR
YARD INLET (YI)	OR
STORM DRAINAGE JUNCTION BOX (JB)	OR
CURB INLET (CI)	OR
SANITARY SEWER MANHOLE (MH)	OR
SANITARY SEWER CLEANOUT (CO)	OR
METER BOX	OR
VALVE	OR
FIRE HYDRANT (FH)	OR
FIRE DEPARTMENT CONNECTION (FDC)	OR
LIGHT POLE (LP)	OR
UTILITY POLE (PP) & GUY WIRE	OR
CABLE TV LINE	OR
ELECTRIC LINE & TRANSFORMER	OR
FIBER OPTIC CABLE	OR
GAS LINE	OR
OVERHEAD UTILITY LINE	OR
SANITARY SEWER (SS)	OR
STORM DRAIN PIPE (SD)	OR
TELEPHONE	OR
WATER LINE (WL)	OR
GRADE CONTOUR	400
FINISHED GRADE SPOT ELEVATION	356.44
CLEARING LIMIT/TREE LINE	---
LIMITS OF DISTURBANCE	---
DITCH OR SWALE FLOWLINE	---
TREE PROTECTION FENCE (TPF)	---
SILT FENCE (SF)	---
FENCE	---
RIP RAP APRON	OR
CHECK DAM	OR
SEDIMENT FENCE OUTLET	OR
INLET PROTECTION	OR
CONCRETE MONUMENT / STONE FOUND	OR
	EXISTING IRON PIPE (EIP)
	EXISTING IRON ROD (EIR)
	IRON PIPE SET (IPS)
	PK NAIL SET (PKS)
	COMPUTED POINT (CP)



**INDEX OF DRAWINGS:**  
 C1.0 COVER SHEET  
 C1.1 COVER SHEET  
 C2.0 EXISTING CONDITIONS & DEMOLITION PLAN  
 C3.1 SITE & LANDSCAPE PLAN  
 C5.1 GRADING & STORM DRAINAGE PLAN  
 C7.1 LIGHTING PLAN

A-1 LOWER LEVEL PLAN  
 A-2 UPPER LEVEL PLAN  
 A-3 EXTERIOR ELEVATIONS

**PROJECT INFORMATION & NOTES:**

**SITE ADDRESS:** 204 NORTH FIFTH STREET  
**SITE OWNER:** MEABANE, NC 27302  
 CARRENO DEVELOPERS, LLC  
 PO BOX 2366  
 CHAPEL HILL, NC 27514  
 PEDRO CARRENO, 516-967-5294  
 PC@INFINITORESOURCES.COM

**PIN# & PARCEL ID:** 9825-14-5309 // 168397  
**TOWNSHIP & COUNTY:** 10, MELVILLE, ALAMANCE COUNTY  
**OLD TAX ID:** 202-797-1  
**DEED REF:** BK: 3430, PG: 0190  
**PLAT REF:** BK: 31, PG: 174 // BK: 73, PG: 150

**EXISTING ZONING CODE:** B-2  
**ADJACENT ZONES:** B-1 (WEST, EAST & SOUTH) / R-12 (NORTH)  
**PROPOSED ZONE:** B-1 CONDITIONAL USE  
**SIZE:** 1.26 ACRES (54,699 SF) BY SURVEY

**RIVER BASIN:** CAPE FEAR RIVER BASIN  
**WATERSHED:** BOW, BALANCE OF WATERSHED,  
 BACK CREEK, WS-II NSW  
**SOILS (2017):** CUc2, CULLEN-URBAN LAND, GROUP B  
 U, URBAN LAND, HYDROLOGIC GROUP N/A  
**FEMA:** MAP PANEL #3710982500L  
 EFFECTIVE 11/17/2017  
 NO FLOOD HAZARDS PRESENT

**CURRENT USE:** PLANNED MULTIPLE OCCUPANCY GROUP  
**PROPOSED USE:** PLANNED MULTIPLE OCCUPANCY GROUP  
**PROPOSED BUILDING SIZE:** 17,695 SF GROSS CONDITIONED LOWER FLOOR  
 14,003 SF GROSS CONDITIONED UPPER FLOOR

**SETBACKS, ALL SIDES (B-1):** 0' MINIMUM

**SURVEY DATA PROVIDED BY:** R.S. JONES AND ASSOCIATES INC.

**CALL BEFORE YOU DIG... IT'S THE LAW.**  
 CALL N.C. ONE-CALL(1-800-632-4949)  
 FOR LOCATION OF UNDERGROUND UTILITIES AT LEAST  
 2 WORKING DAYS PRIOR TO BEGINNING GRADING OR TRENCHING.  
 NORTH CAROLINA GENERAL STATUTE 87-102

**APPROVAL STAMP**

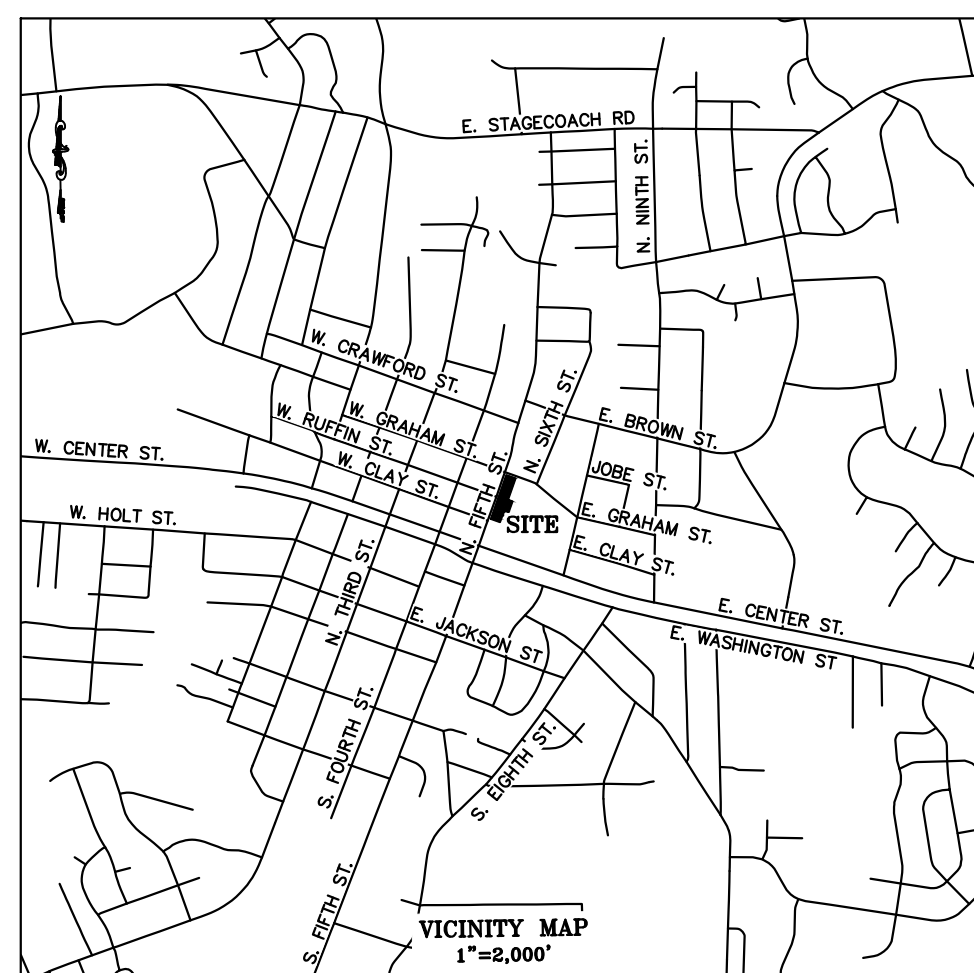
REV.	DATE	DESCRIPTION
1	10/11/2021	MINOR DECK REVISION
2	11/24/2021	PER CITY COMMENTS
3	12/20/2021	PER CITY COMMENTS

DATE: OCTOBER 08, 2021  
 HORIZONTAL SCALE: 1" = 70'  
 VERTICAL SCALE: N/A  
 PROJECT MANAGER: CPK  
 DRAWN BY: CPK  
 PROJECT NO.: 20-15  
 DRAWING NAME: 20-12 WORKING

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**SHEET NO.**  
**C1.0**  
 SITE PLAN



**CIVIL ENGINEER:**  
 CHARLES P. KOCH  
 EARTHCENTRIC ENGINEERING, INC.  
 204 WEST CLAY STREET  
 MEABANE, NC 27302  
 PHONE: 919-563-9041  
 FAX: 919-304-3234  
 PHIL.KOCH@EARTHCENTRIC.COM

**SURVEYOR:**  
 ROBERT S. JONES  
 R.S. JONES & ASSOCIATES, INC.  
 201 WEST CLAY STREET  
 MEABANE, NC 27302  
 PHONE: 919-563-3623  
 FAX: 919-563-0086  
 BOBBYJ@RSJONESANDASSOCIATES.COM

**ARCHITECT:**  
 ANNA WIRTH  
 FLOCK DESIGN & ARCHITECTURE  
 201 NORTH FOURTH STREET  
 SUITE 200  
 MEABANE, NC 27302  
 PHONE: 310-710-6758  
 ANNA@FLOCKDNA.COM

**OWNER/DEVELOPER:**  
 PEDRO CARRENO  
 CARRENO DEVELOPERS LLC  
 201 NORTH FOURTH STREET  
 SUITE 400  
 MEABANE, NC 27302  
 PHONE: 516-967-5294  
 PC@INFINITORESOURCES.COM

**EarthCentric Engineering, Inc.**  
 License # C-2638  
 204 W. Clay Street  
 Mebane, NC 27302  
 Phone: (919) 563-9041  
 Fax: (919) 304-3234  
 E-Mail: Phil.Koch@EarthCentric.com

**PRELIMINARY  
 NOT FOR  
 CONSTRUCTION**

PRINCIPAL ENGINEER  
 PHIL KOCH - NCP# 22634

**204 NORTH FIFTH STREET**  
**MEABANE, NORTH CAROLINA 27302**

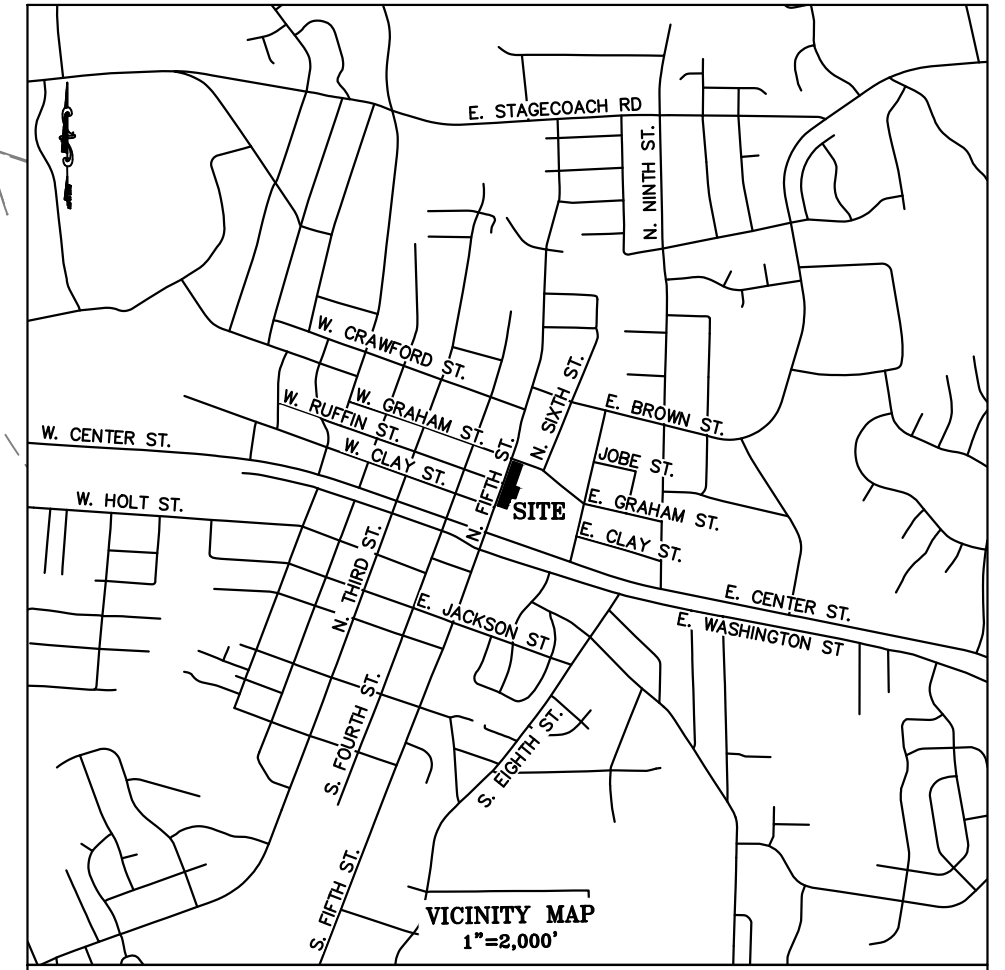
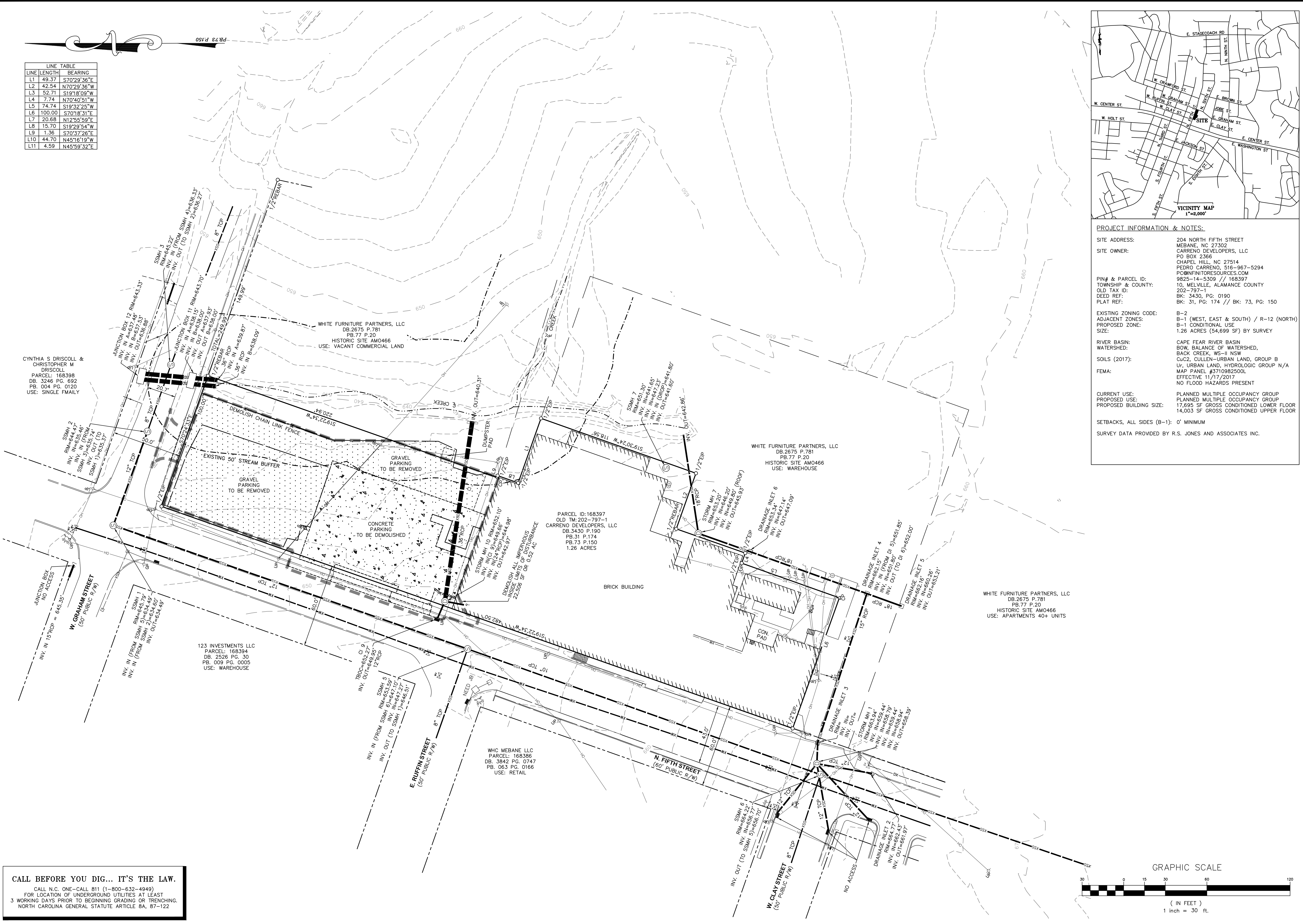
**COVER SHEET**







LINE	LENGTH	BEARING
L1	49.37	S70°29'36"E
L2	42.54	N70°29'36"W
L3	52.71	S19°18'09"W
L4	7.74	N70°40'51"W
L5	74.74	S19°32'25"W
L6	100.00	S70°18'31"E
L7	20.68	N12°55'59"E
L8	15.70	S19°29'54"W
L9	1.36	S70°37'26"E
L10	44.70	N45°16'19"W
L11	4.59	N45°59'32"E



**PROJECT INFORMATION & NOTES:**

**SITE ADDRESS:** 204 NORTH FIFTH STREET  
MEBANE, NC 27302

**SITE OWNER:** CARRENO DEVELOPERS, LLC  
PO BOX 2366  
CHAPEL HILL, NC 27514  
PEDRO CARRENO, 516-967-5294  
PC@INFINITORESOURCES.COM  
9825-14-5309 // 168397

**PIN# & PARCEL ID:** 9825-14-5309 // 168397

**TOWNSHIP & COUNTY:** 10, MELVILLE, ALAMANCE COUNTY

**DEED REF:** 202-797-1

**PLAT REF:** BK: 3430, PG: 0190  
BK: 31, PG: 174 // BK: 73, PG: 150

**EXISTING ZONING CODE:** B-2

**ADJACENT ZONES:** B-1 (WEST, EAST & SOUTH) / R-12 (NORTH)

**PROPOSED ZONE:** B-1 CONDITIONAL USE

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**WATERSHED:** SOW, BALANCE OF WATERSHED, BACK CREEK, WS-II NSW

**SOILS (2017):** CuC2, CULLEN-URBAN LAND, GROUP B  
Ur, URBAN LAND, HYDROLOGIC GROUP N/A

**FEMA:** MAP PANEL #37082500L  
EFFECTIVE 11/17/2017  
NO FLOOD HAZARDS PRESENT

**CURRENT USE:** PLANNED MULTIPLE OCCUPANCY GROUP

**PROPOSED USE:** PLANNED MULTIPLE OCCUPANCY GROUP

**PROPOSED BUILDING SIZE:** 17,695 SF GROSS CONDITIONED LOWER FLOOR  
14,003 SF GROSS CONDITIONED UPPER FLOOR

**SETBACKS, ALL SIDES (B-1):** 0' MINIMUM

**SURVEY DATA PROVIDED BY:** R.S. JONES AND ASSOCIATES INC.

**EarthCentric Engineering, Inc.**  
License # C-2638

204 W. Clay Street  
Mebane, NC 27302  
Phone: (919) 563-9041  
Fax: (919) 304-3234  
E-Mail: Phil.Koch@EarthCentric.com

**PRELIMINARY  
NOT FOR  
CONSTRUCTION**

PRINCIPAL ENGINEER  
PHIL KOCH - NCPE #22634

**204 NORTH FIFTH STREET**  
MEBANE, NORTH CAROLINA 27302

**EXISTING CONDITIONS  
& DEMOLITION PLAN**

REV.	DATE	DESCRIPTION	SCS	SCS
1	10/11/2021	MINOR DECK REVISION	SCS	SCS
2	11/24/2021	PER CITY COMMENTS	SCS	SCS
3	12/20/2021	PER CITY COMMENTS	SCS	SCS

DATE: OCTOBER 08, 2021

HORIZONTAL SCALE: 1" = 30'

VERTICAL SCALE: N/A

PROJECT MANAGER: CPK

DRAWN BY: CPK

PROJECT NO: 20-15

DRAWING NAME: 20-12 WORKING

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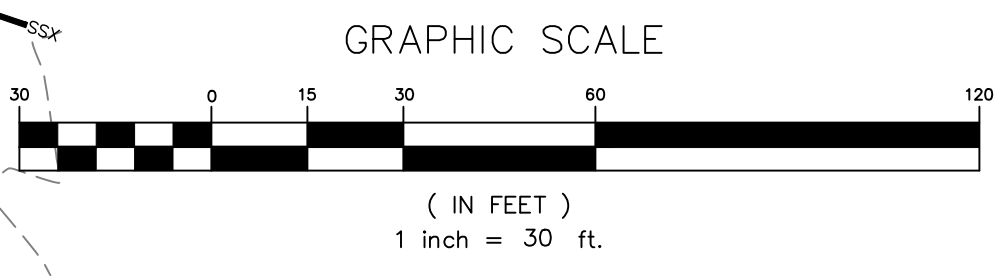
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SHEET NO.  
**C2.0**

SITE PLAN

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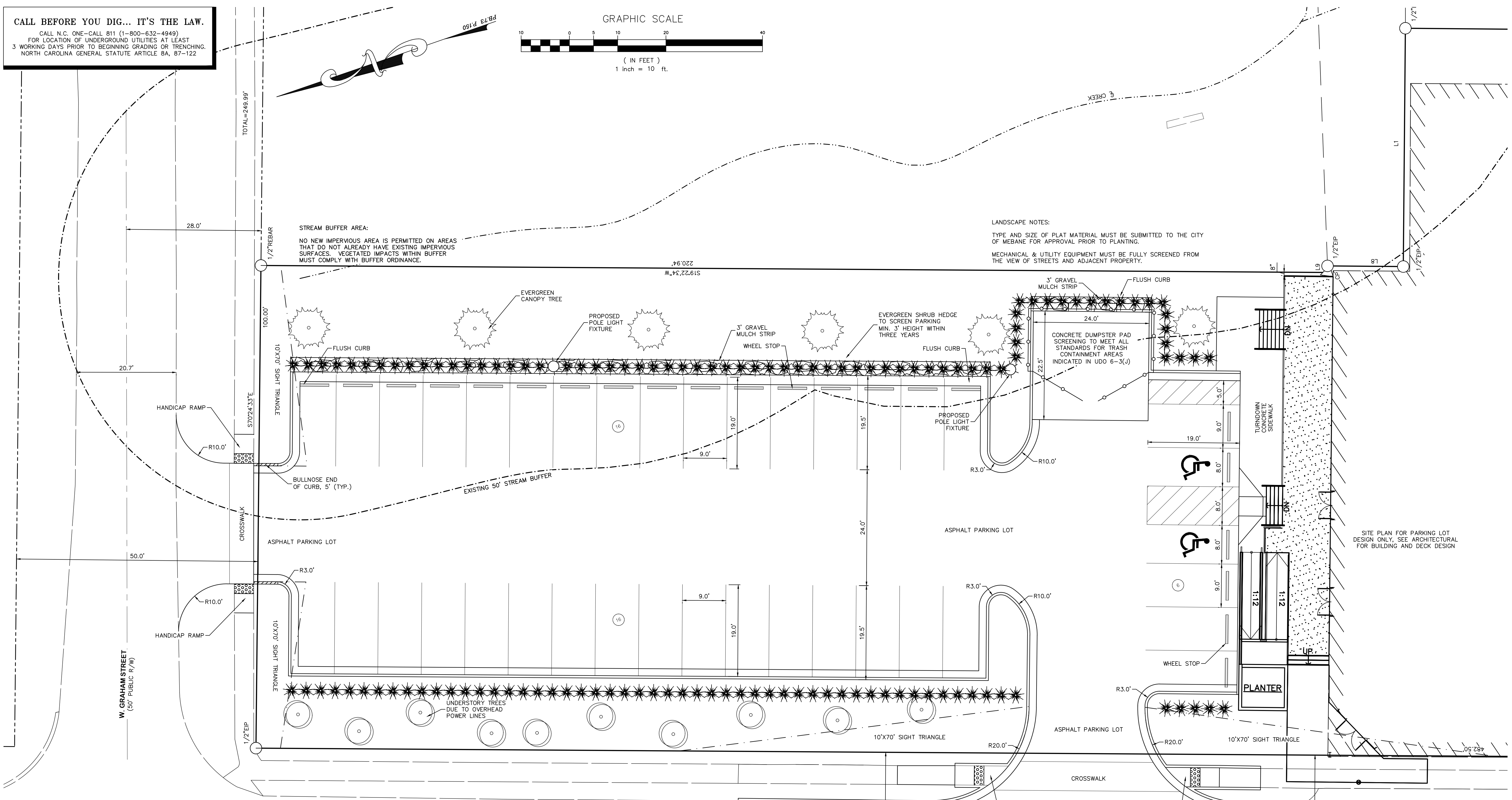
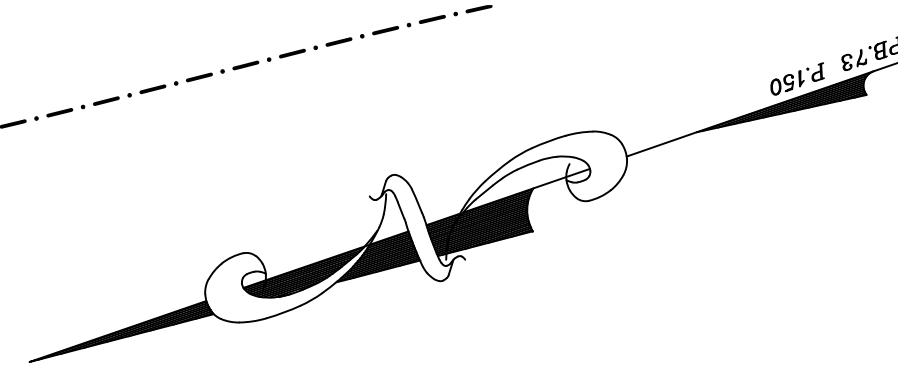
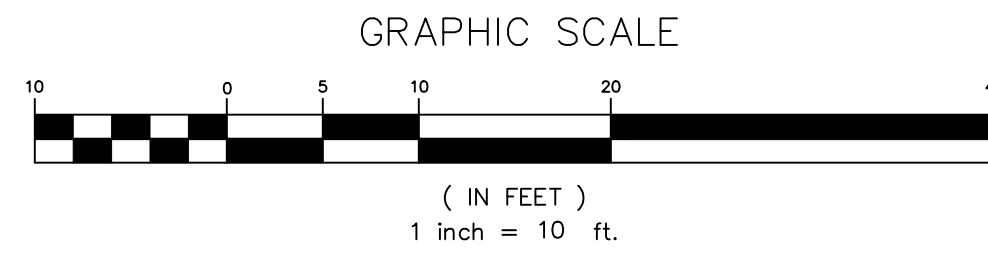
CALL N.C. ONE—CALL 811 (1-800-632-4949)  
FOR LOCATION OF UNDERGROUND UTILITIES AT LEAST  
3 WORKING DAYS PRIOR TO BEGINNING GRADING OR TRENCHING.  
NORTH CAROLINA GENERAL STATUTE ARTICLE 8A, 87-122





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 NORTH CAROLINA GENERAL STATUTE ARTICLE 8A, 87-122

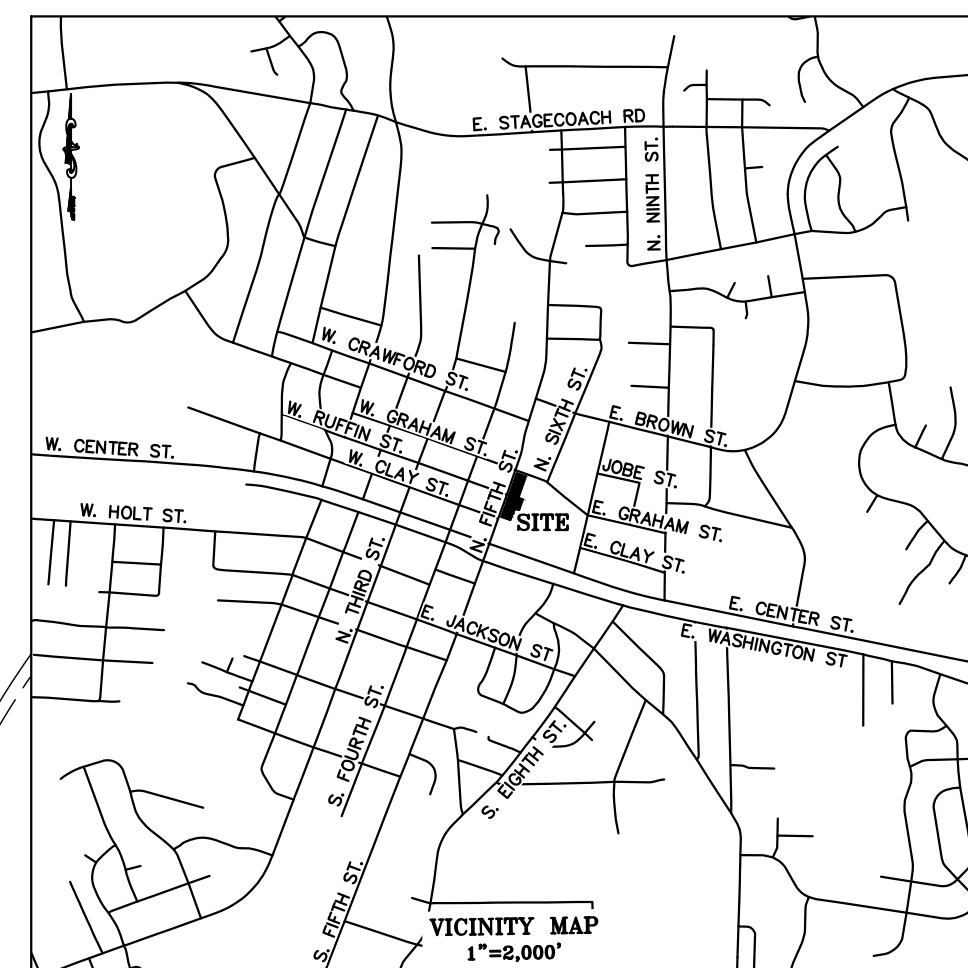


**STREAM BUFFER AREA:**  
 NO NEW IMPERVIOUS AREA IS PERMITTED ON AREAS THAT DO NOT ALREADY HAVE EXISTING IMPERVIOUS SURFACES. VEGETATED IMPACTS WITHIN BUFFER MUST COMPLY WITH BUFFER ORDINANCE.

**LANDSCAPE NOTES:**  
 TYPE AND SIZE OF PLANT MATERIAL MUST BE SUBMITTED TO THE CITY OF MEBANE FOR APPROVAL PRIOR TO PLANTING.  
 MECHANICAL & UTILITY EQUIPMENT MUST BE FULLY SCREENED FROM THE VIEW OF STREETS AND ADJACENT PROPERTY.

W. GRAHAM STREET  
 (50' PUBLIC R/W)

SITE PLAN FOR PARKING LOT  
 DESIGN ONLY. SEE ARCHITECTURAL  
 FOR BUILDING AND DECK DESIGN



**PROJECT INFORMATION & NOTES:**

SITE ADDRESS: 204 NORTH FIFTH STREET  
 MEBANE, NC 27302

SITE OWNER: CARRENO DEVELOPERS, LLC  
 PO BOX 2366  
 CHAPEL HILL, NC 27514  
 PEDRO CARRENO, 516-967-5294  
 P@INFINTORESOURCES.COM  
 9825-14-5309 // 168397

PIN# & PARCEL ID: 10, MELVILLE, ALAMANCE COUNTY  
 TOWNSHIP & COUNTY: 202-797-1  
 OLD TAX ID: BK: 3430, PG: 0190  
 DEED REF: BK: 31, PG: 174 // BK: 73, PG: 150  
 PLAT REF:

EXISTING ZONING CODE: B-2  
 ADJACENT ZONES: B-1 (WEST, EAST & SOUTH) / R-12 (NORTH)  
 PROPOSED ZONE: B-1 CONDITIONAL USE  
 SIZE: 1.26 ACRES (54,699 SF) BY SURVEY

RIVER BASIN: CAPE FEAR RIVER BASIN  
 WATERSHED: BOW, BALANCE OF WATERSHED, BACK CREEK, WS-II NSW

SOILS (2017): CUc2, CULLEN-URBAN LAND, GROUP B  
 U1, URBAN LAND, HYDROLOGIC GROUP N/A  
 MAP PANEL #3710982500L  
 EFFECTIVE 11/17/2017  
 FEMA: NO FLOOD HAZARDS PRESENT

CURRENT USE: PLANNED MULTIPLE OCCUPANCY GROUP  
 PROPOSED USE: PLANNED MULTIPLE OCCUPANCY GROUP  
 PROPOSED BUILDING SIZE: 17,695 SF GROSS CONDITIONED LOWER FLOOR  
 14,003 SF GROSS CONDITIONED UPPER FLOOR

SETBACKS, ALL SIDES (B-1): 0' MINIMUM

SURVEY DATA PROVIDED BY R.S. JONES AND ASSOCIATES INC.

FOR ALL AREAS OF EXISTING IMPERVIOUS SURFACE THAT WILL BE CONVERTED TO PERVIOUS SURFACE:  
 SCARIFY SUBGRADE TO A DEPTH OF 6", SEED AND STRAW TO ESTABLISH AS PERVIOUS SURFACE.  
 DISPOSE OF ALL DEMOLISHED IMPERVIOUS SURFACES PROPERLY.

**EarthCentric Engineering, Inc.**  
 License # C-2638



204 W. Clay Street  
 Mebane, NC 27302  
 Phone: (919) 563-9041  
 Fax: (919) 304-3234  
 E-Mail: Phil.Koch@EarthCentric.com

**PRELIMINARY  
 NOT FOR  
 CONSTRUCTION**

PRINCIPAL ENGINEER  
 PHIL KOCH - NCPE #22634

**204 NORTH FIFTH STREET**  
 MEBANE, NORTH CAROLINA 27302

**SITE & LANDSCAPE PLAN**

REV.	DATE	DESCRIPTION	BY
1	10/11/2021	MINOR DECK REVISION	SCS
2	11/24/2021	PER CITY COMMENTS	SCS
3	12/20/2021	PER CITY COMMENTS	SCS

DATE: OCTOBER 08, 2021

HORIZONTAL SCALE: 1" = 10'

VERTICAL SCALE: N/A

PROJECT MANAGER: CPK

DRAWN BY: CPK

PROJECT NO: 20-13

DRAWING NAME: 20-12 WORKING

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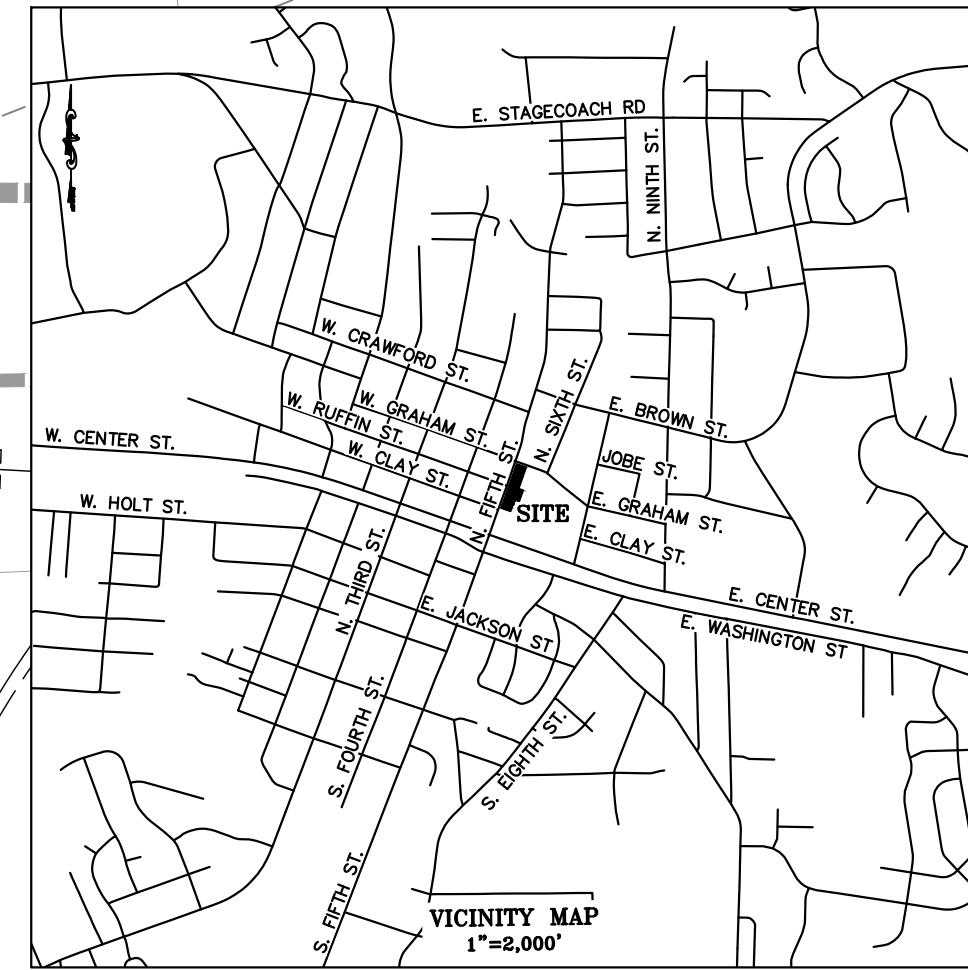
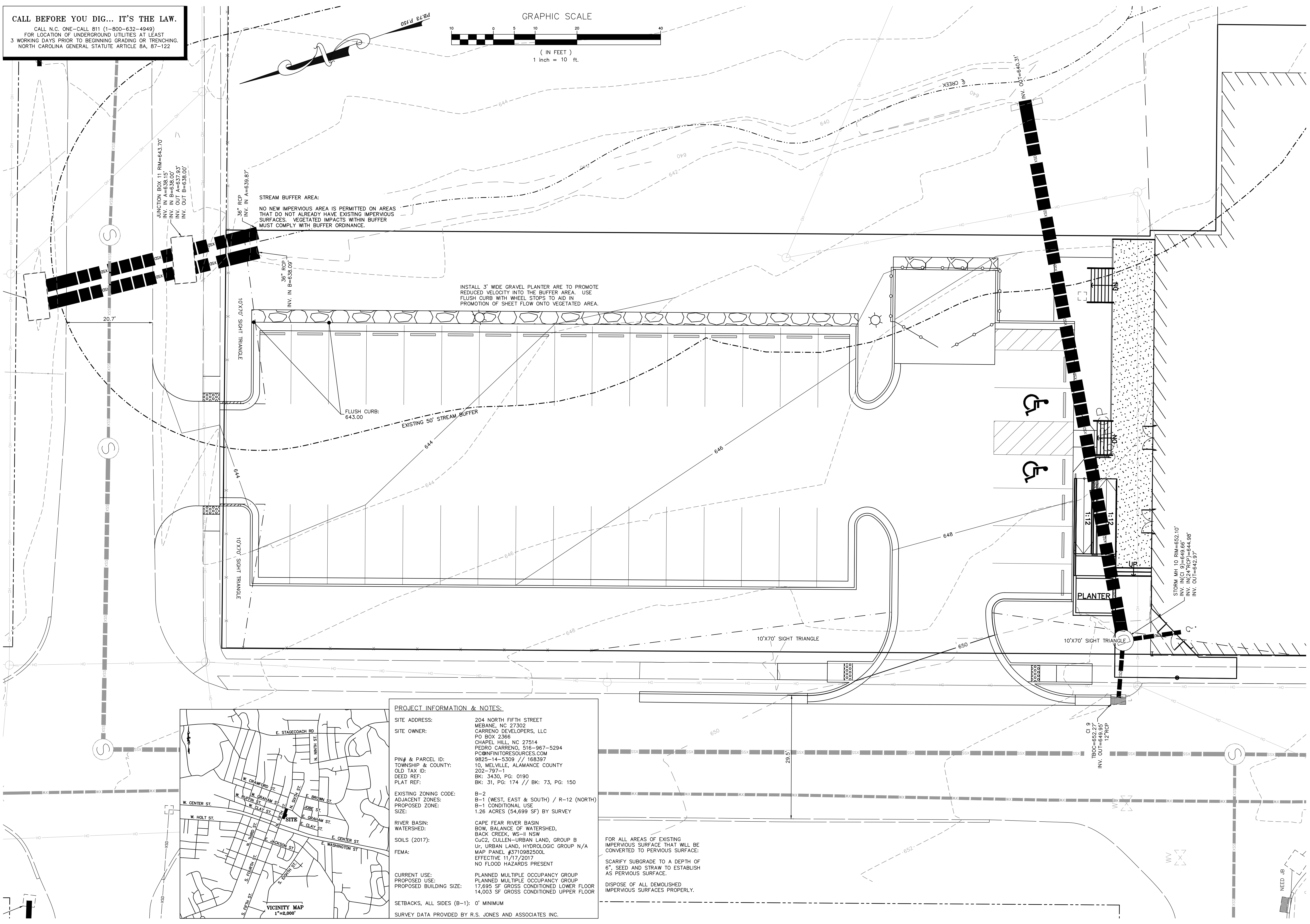
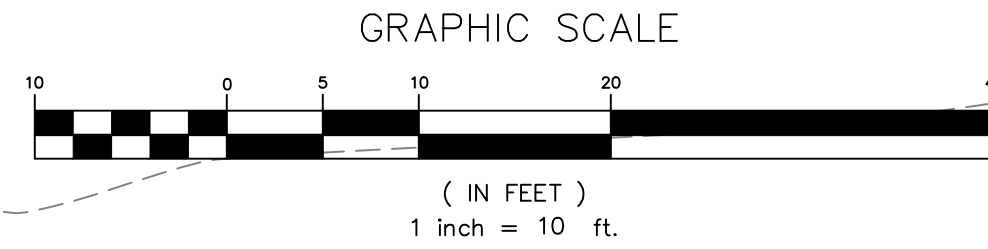
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SHEET NO.  
**C3.1**  
 SITE PLAN



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NORTH CAROLINA GENERAL STATUTE ARTICLE 8A, 87-122



**PROJECT INFORMATION & NOTES:**

SITE ADDRESS: 204 NORTH FIFTH STREET  
MEBANE, NC 27302

SITE OWNER: CARRENO DEVELOPERS, LLC  
PO BOX 2366  
CHAPEL HILL, NC 27514  
PEDRO CARRENO, 516-967-5294  
PC@INFINTORESOURCES.COM  
9825-14-5309 // 168397

PIN# & PARCEL ID: 10, MELVILLE, ALAMANCE COUNTY  
TOWNSHIP & COUNTY: 202-797-1  
DEED REF: BK: 3430, PG: 0190  
PLAT REF: BK: 31, PG: 174 // BK: 73, PG: 150

EXISTING ZONING CODE: B-2  
ADJACENT ZONES: B-1 (WEST, EAST & SOUTH) / R-12 (NORTH)  
PROPOSED ZONE: B-1 CONDITIONAL USE  
SIZE: 1.26 ACRES (54,699 SF) BY SURVEY

RIVER BASIN: CAPE FEAR RIVER BASIN  
WATERSHED: BOW, BALANCE OF WATERSHED, BACK CREEK, WS-II NSW

SOILS (2017): CU2Z, CULLEN-URBAN LAND, GROUP B  
FEMA: U1, URBAN LAND, HYDROLOGIC GROUP N/A  
MAP PANEL #3710982500L  
EFFECTIVE 11/17/2017  
NO FLOOD HAZARDS PRESENT

CURRENT USE: PLANNED MULTIPLE OCCUPANCY GROUP  
PROPOSED USE: PLANNED MULTIPLE OCCUPANCY GROUP  
PROPOSED BUILDING SIZE: 17,695 SF GROSS CONDITIONED LOWER FLOOR  
14,003 SF GROSS CONDITIONED UPPER FLOOR

SETBACKS, ALL SIDES (B-1): 0' MINIMUM

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Fax: (919) 304-3234  
E-Mail: Phil.Koehn@EarthCentric.com

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PRINCIPAL ENGINEER  
PHIL KOCH - NCPCE #22634

**204 NORTH FIFTH STREET**  
MEBANE, NORTH CAROLINA 27302

**GRADING & STORM  
DRAINAGE PLAN**

REV.	DATE	DESCRIPTION	BY
1	10/11/2021	MINOR DECK REVISION	SCS
2	11/24/2021	PER CITY COMMENTS	SCS
3	12/20/2021	PER CITY COMMENTS	SCS

DATE: OCTOBER 08, 2021

HORIZONTAL SCALE: 1" = 10'

VERTICAL SCALE: N/A

PROJECT MANAGER: CPK

DRAWN BY: CPK

PROJECT NO: 20-13

DRAWING NAME: 20-12 WORKING

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SHEET NO.  
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SITE PLAN



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NORTH CAROLINA GENERAL STATUTE ARTICLE 8A, 87-122

**PROPOSED POLELIGHT FIXTURE**

STREETWORKS GAN GALLEON (OR EQUIVALENT)  
GAN-SA4C-730-U-TAFT  
GALLEON AREA AND ROADWAY LUMINAIRE(4), 70 CRI, 3000K, 1050 mA, 4  
LIGHTSQUARES WITH 16 LEDS EACH AND TYPE IV FORWARD THROW OPTICS,  
26,141 LUMENS, BUG RATING B3-U0-G5, 116 LUMENS PER WATT  
TWO (2) FIXTURES PROPOSED MOUNTED AT A HEIGHT OF 30' FROM FINISHED  
GRADE TO TOP OF FIXTURE.  
MINIMUM ILLUMINATION IN PARKING LOT: 0.6 FC  
AVERAGE TO MINIMUM FC RATIO IN PARKING LOT: 3.14  
BRIGHTEST POINT OVER PROPERTY LINE:  
1.2 FC  
PHOTOMETRICS SHOWN HERE ONLY ACCOUNT FOR THE PROPOSED POLE LIGHT  
FIXTURES. SEE ARCHITECTURAL PLANS FOR ANY BUILDING MOUNTED LIGHTING.

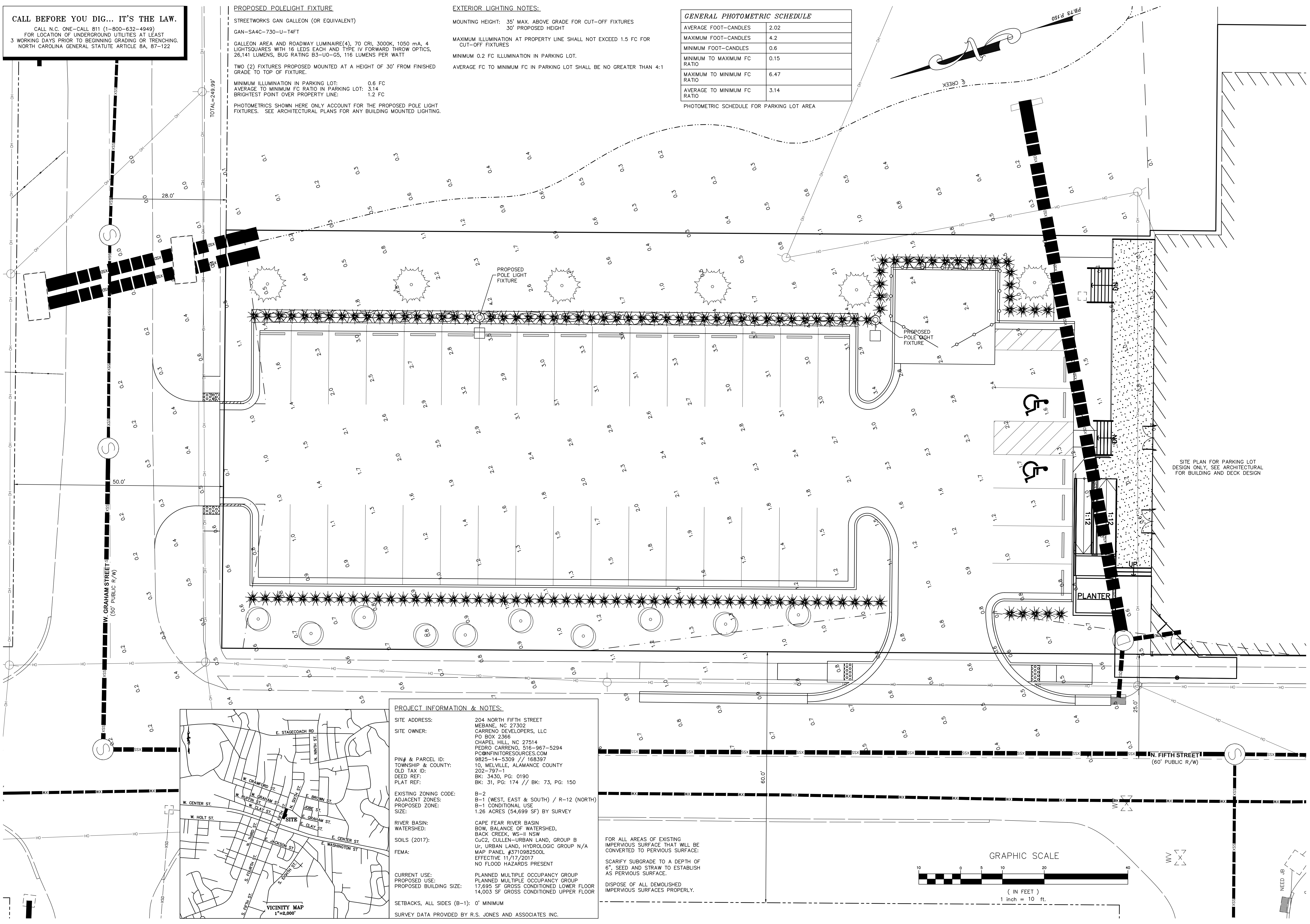
**EXTERIOR LIGHTING NOTES:**

MOUNTING HEIGHT: 35' MAX. ABOVE GRADE FOR CUT-OFF FIXTURES  
30' PROPOSED HEIGHT  
MAXIMUM ILLUMINATION AT PROPERTY LINE SHALL NOT EXCEED 1.5 FC FOR  
CUT-OFF FIXTURES  
MINIMUM 0.2 FC ILLUMINATION IN PARKING LOT.  
AVERAGE FC TO MINIMUM FC IN PARKING LOT SHALL BE NO GREATER THAN 4:1

**GENERAL PHOTOMETRIC SCHEDULE**

AVERAGE FOOT-CANDLES	2.02
MAXIMUM FOOT-CANDLES	4.2
MINIMUM FOOT-CANDLES	0.6
MINIMUM TO MAXIMUM FC RATIO	0.15
MAXIMUM TO MINIMUM FC RATIO	6.47
AVERAGE TO MINIMUM FC RATIO	3.14

PHOTOMETRIC SCHEDULE FOR PARKING LOT AREA



SITE PLAN FOR PARKING LOT  
DESIGN ONLY. SEE ARCHITECTURAL  
FOR BUILDING AND DECK DESIGN



**PROJECT INFORMATION & NOTES:**

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MEBANE, NC 27302  
SITE OWNER: CARRENO DEVELOPERS, LLC  
PO BOX 2366  
CHAPEL HILL, NC 27514  
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PC@INFINITORESOURCES.COM  
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10, MELVILLE, ALAMANCE COUNTY  
202-797-1  
BK: 3430, PG: 0190  
BK: 31, PG: 174 // BK: 73, PG: 150

PIN# & PARCEL ID:  
TOWNSHIP & COUNTY:  
OLD TAX ID:  
DEED REF:  
PLAT REF:

EXISTING ZONING CODE: B-2  
ADJACENT ZONES: B-1 (WEST, EAST & SOUTH) / R-12 (NORTH)  
PROPOSED ZONE: B-1 CONDITIONAL USE  
SIZE: 1.26 ACRES (54,699 SF) BY SURVEY

RIVER BASIN: CAPE FEAR RIVER BASIN  
WATERSHED: BOW, BALANCE OF WATERSHED,  
BACK CREEK, WS-II NSW

SOILS (2017): CU2C, CULLEN-URBAN LAND, GROUP B  
UR, URBAN LAND, HYDROLOGIC GROUP N/A  
MAP PANEL #3710982500L  
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NO FLOOD HAZARDS PRESENT

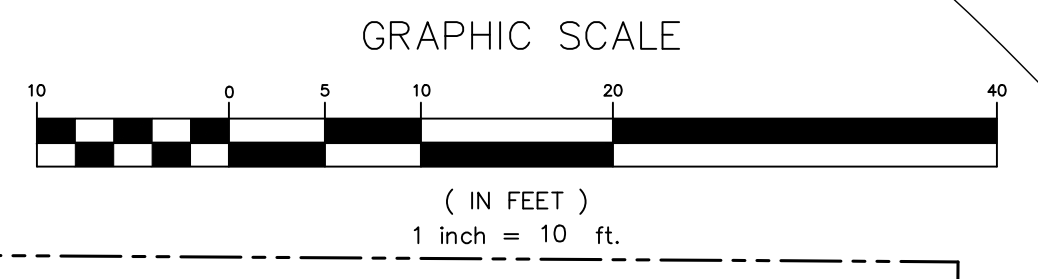
FEMA:

CURRENT USE: PLANNED MULTIPLE OCCUPANCY GROUP  
PROPOSED USE: PLANNED MULTIPLE OCCUPANCY GROUP  
PROPOSED BUILDING SIZE: 17,695 SF GROSS CONDITIONED LOWER FLOOR  
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SETBACKS, ALL SIDES (B-1): 0' MINIMUM

SURVEY DATA PROVIDED BY R.S. JONES AND ASSOCIATES INC.

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PRINCIPAL ENGINEER  
PHIL KOCH - NCPPE #22634

**204 NORTH FIFTH STREET**  
MEBANE, NORTH CAROLINA 27302

**LIGHTING PLAN**

REV.	DATE	DESCRIPTION	BY
1	10/11/2021	MINOR DECK REVISION	SCS
2	11/24/2021	PER CITY COMMENTS	SCS
3	12/20/2021	PER CITY COMMENTS	SCS

DATE: OCTOBER 08, 2021  
HORIZONTAL SCALE: 1" = 10'  
VERTICAL SCALE: N/A  
PROJECT MANAGER: CPK  
DRAWN BY: CPK  
PROJECT NO.: 20-12  
DRAWING NAME: 20-12 WORKING

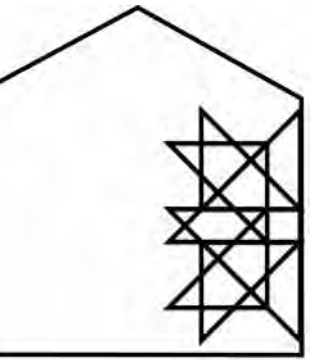
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**SHEET NO.**  
**C7.1**

SITE PLAN





**flock**  
design&architecture  
202 north seventh street  
m e b a n e, N C 27302  
phone: 310.710.6758  
email: anna@flockdna.com

Consultant:

Consultant Stamp:

**NOT FOR  
CONSTRUCTION**

**220-204 FIFTH ST.  
REPAIRS AND RENOVATION**

204 FIFTH STREET,  
Mebane, North Carolina 27302

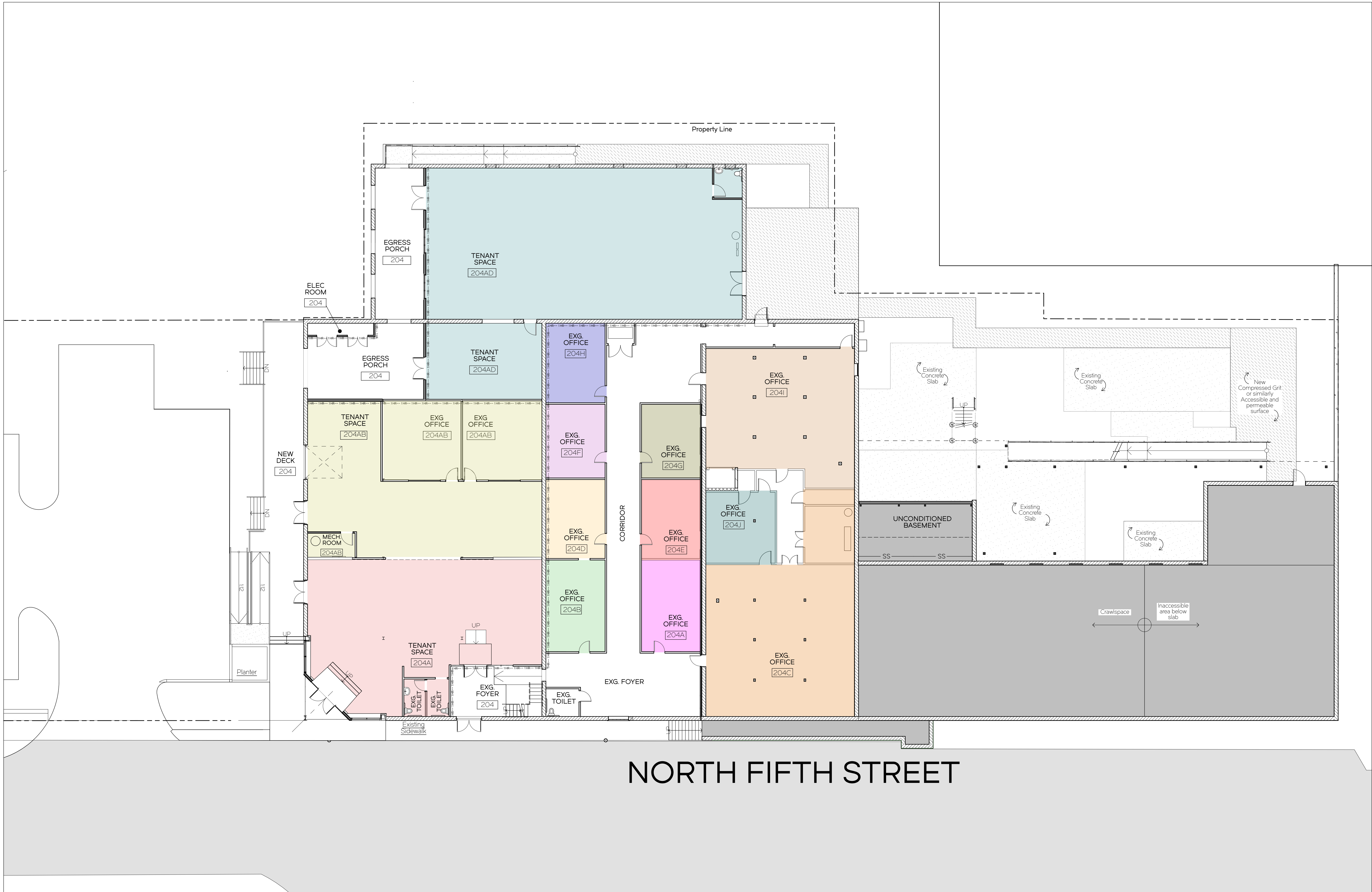
Mark Date

PROJECT NO. 1801  
DRAWN BY: AAW  
DATE: 11/15/21

SUP  
APPLICATION

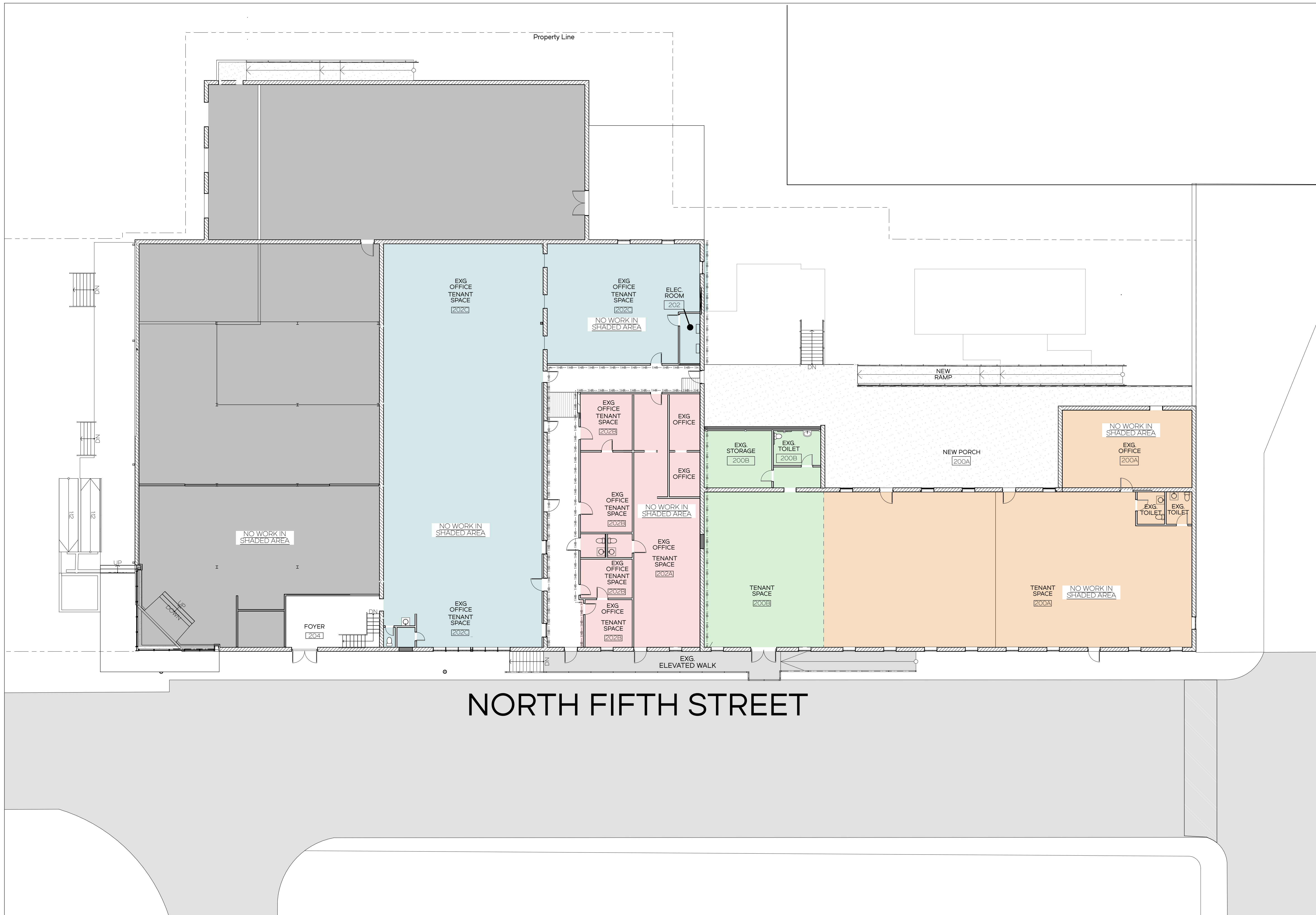
Lower Level  
Plan

**A-1**



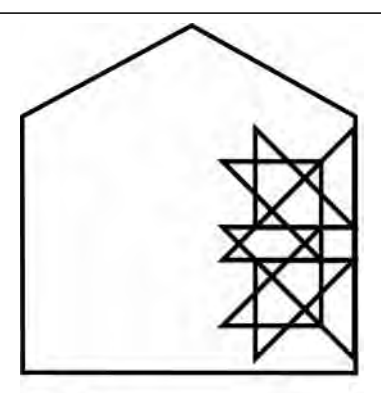
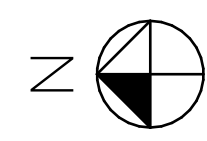
**NORTH FIFTH STREET**

① Lower Level Plan  
SCALE: 3/32" = 1'-0"



NORTH FIFTH STREET

① Upper Level Plan  
SCALE 3/32" = 1'-0"



**flock**  
design & architecture  
202 north seventh street  
m e b a n e, NC 27302  
phone: 310.710.6758  
email: anna@flockdna.com

Consultant:

Consultant Stamp:

NOT FOR CONSTRUCTION

220-204 FIFTH ST.  
REPAIRS AND RENOVATION  
204 FIFTH STREET,  
Mebane, North Carolina 27302

Mark	Date

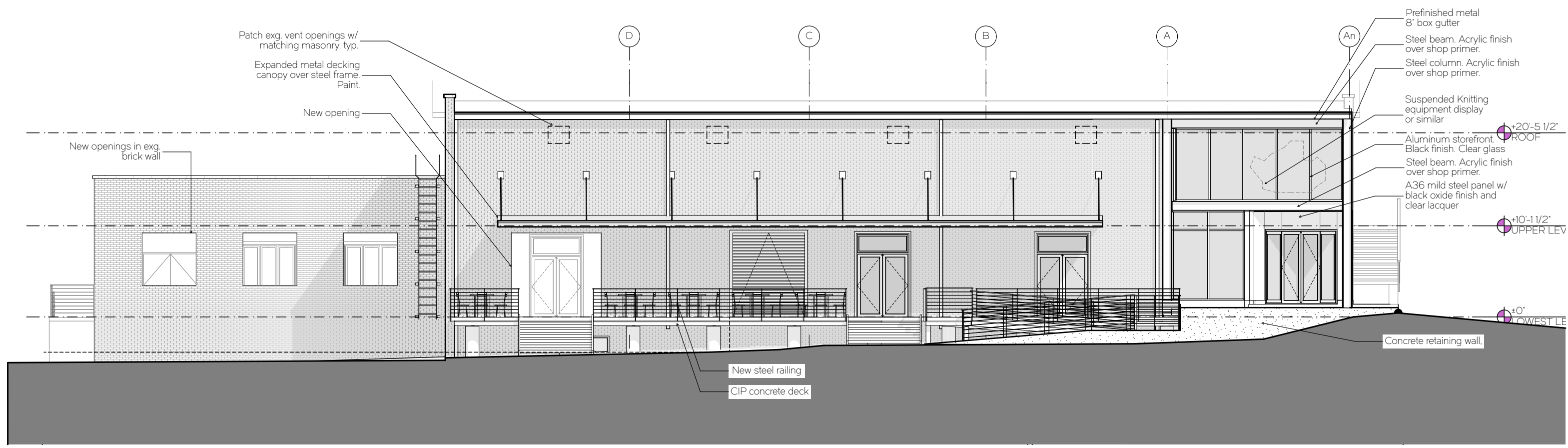
PROJECT NO. 1801  
DRAWN BY: AAW  
DATE: 11/15/21

SUP APPLICATION

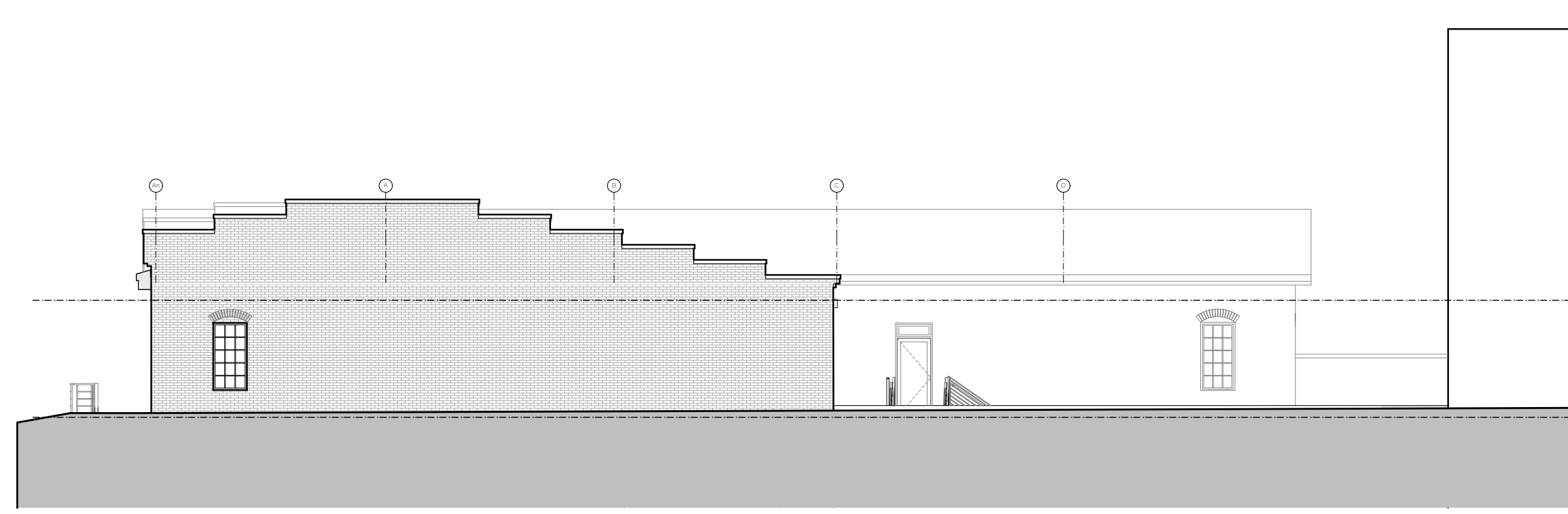
Upper Level Plan

**A-2**

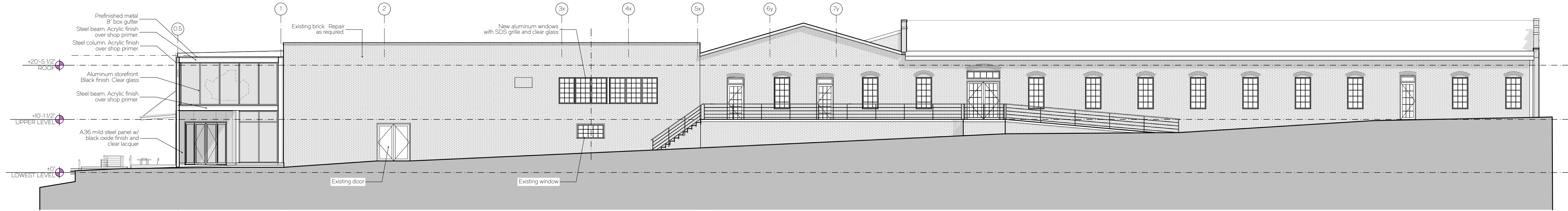




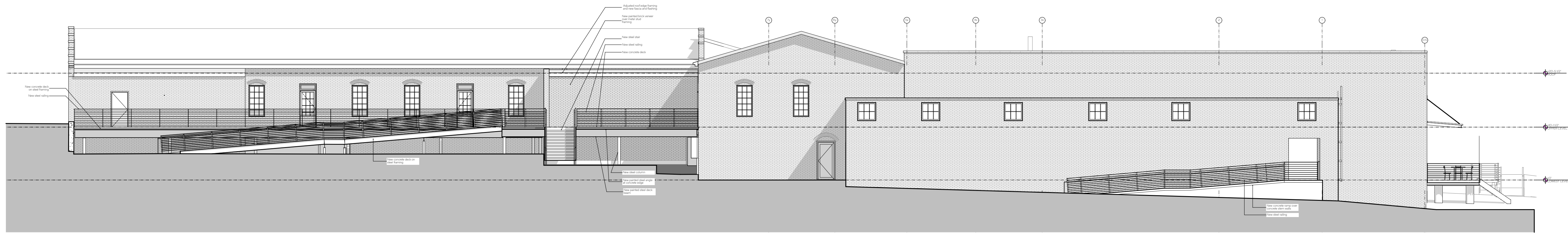
1 North Elevation  
SCALE: 3/32" = 1'-0"



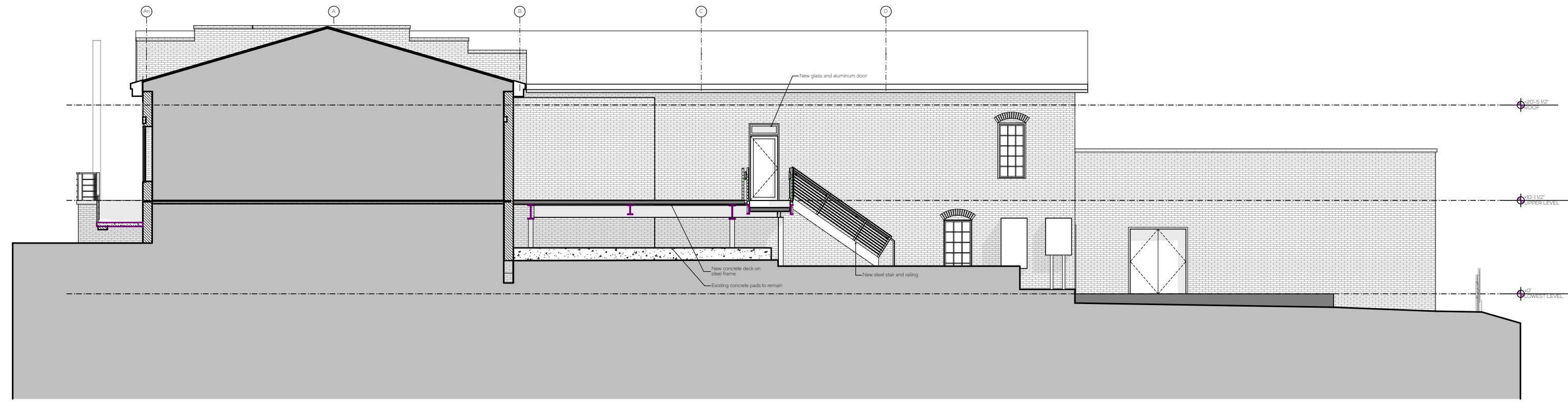
2 South Elevation  
SCALE: 3/32" = 1'-0"



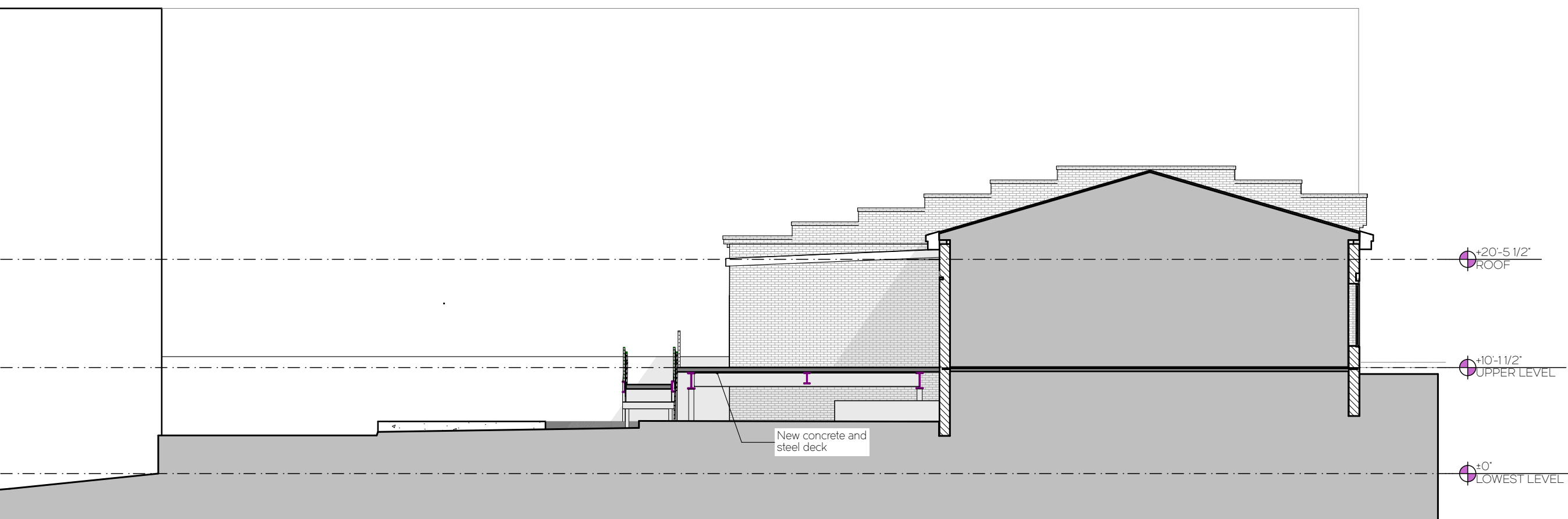
3 West Elevation  
SCALE: 3/32" = 1'-0"



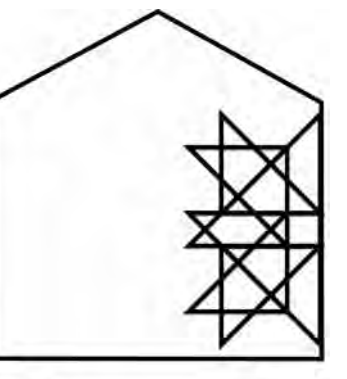
4 East Elevation  
SCALE: 3/32" = 1'-0"



5 Courtyard Elevation - Looking North  
SCALE: 3/32" = 1'-0"



6 Courtyard Elevation - Looking South  
SCALE: 3/32" = 1'-0"



**flock**  
design & architecture  
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m e b a n e, NC 27302  
phone: 310.710.6758  
email: anna@flockdna.com

Consultant:  
Consultant Stamp:

Consultant Stamp:

NOT FOR CONSTRUCTION

220-204 FIFTH ST.  
REPAIRS AND RENOVATION  
204 FIFTH STREET,  
Mebane, North Carolina 27302

Mark	Date

PROJECT NO: 1801  
DRAWN BY: AAW  
DATE: 11/15/21

SUP APPLICATION

Exterior Elevations

**A-3**



---

# PLANNING PROJECT REPORT

DATE	01/04/2022
PROJECT NAME	204 North Fifth Street
PROJECT NUMBER	RZ 22-02; SUP 22-01
APPLICANT	Carreno Developers, LLC P.O. Box 2366 Chapel Hill, NC 27514

## 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

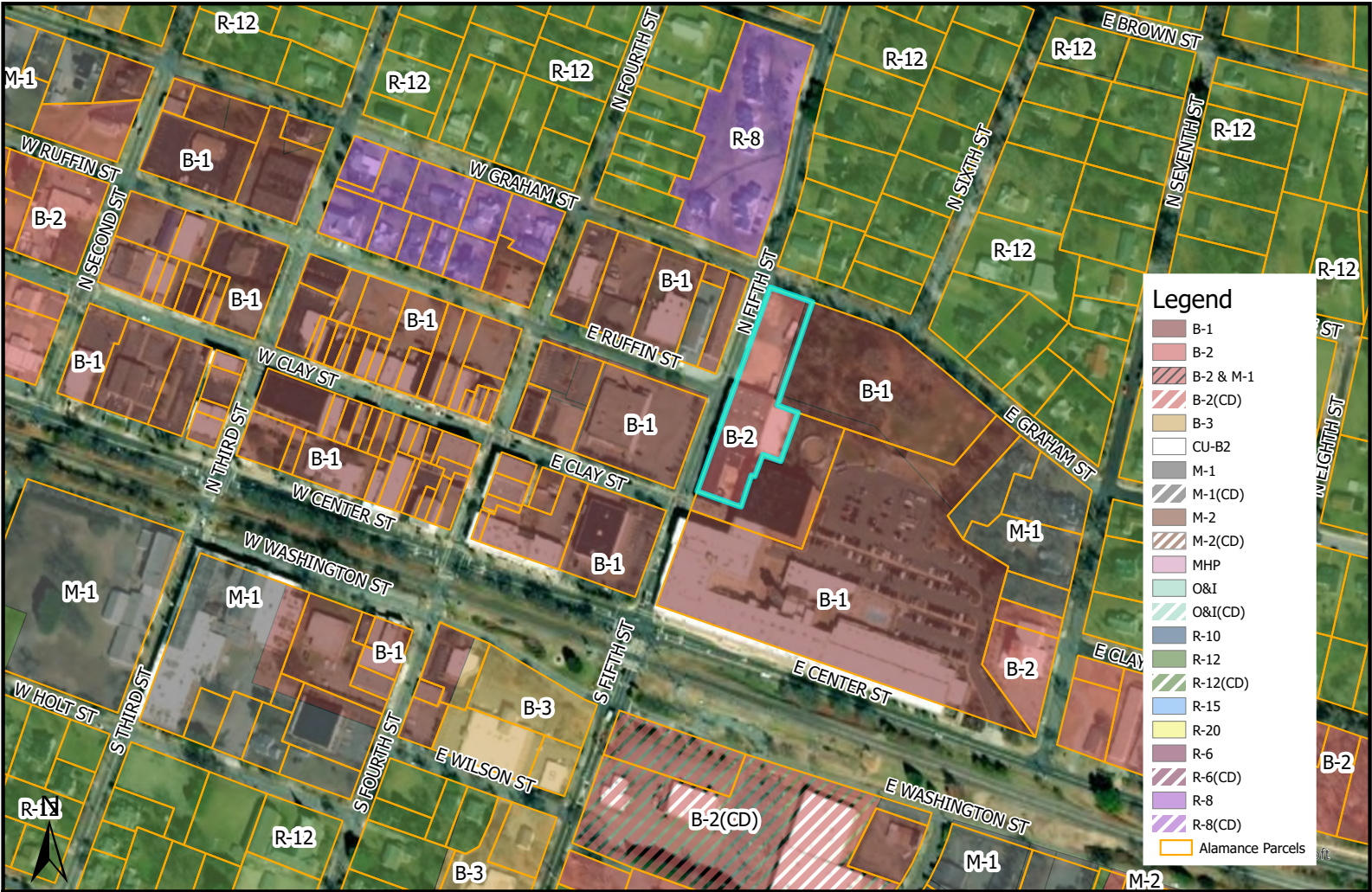


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## ZONING REPORT

<b>EXISTING ZONE</b>	B-2 (General Business District) Rezoning to B-1(CD) (Central Business Conditional District)
<b>REQUESTED ACTION</b>	Application for a Special Use Permit for existing Planned Multiple Occupancy Group, per Section 4-7.14 (C) of the Mebane Unified Development Ordinance (UDO)
<b>CONDITIONAL ZONE?</b>	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
<b>CURRENT LAND USE</b>	Planned Multiple Occupancy Group
<b>PARCEL SIZE</b>	+/-1.26 acres
<b>PROPERTY OWNERS</b>	Carreno Developers, LLC P.O. Box 2366 Chapel Hill, NC 27514 GPIN 9825145309
<b>LEGAL DESCRIPTION</b>	The applicant proposes to rezone the +/- 1.26-acre property addressed 204 N Fifth Street (PIN 9825145309) from B-2 (General Business District) to B-1(CD) (Central Business Conditional District). Additionally, the applicant is applying for a Special Use Permit to allow for a Planned Multiple Occupancy Group.
<b>AREA ZONING &amp; DISTRICTS</b>	Surrounding properties are primarily zoned B-1 (Central Business District). Residential properties to the north of the site are zoned R-8 and R-12 (Residential Districts).
<b>SITE HISTORY</b>	The structure on the property was built in 1952. The parking lot on the property is currently underdeveloped and nonconforming to City standards. Stream buffer is present on the property.
<b>STAFF ANALYSIS</b>	
<b>CITY LIMITS?</b>	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
<b>PROPOSED USE BY-RIGHT?</b>	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
<b>SPECIAL USE?</b>	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
<b>EXISTING UTILITIES?</b>	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
<b>POTENTIAL IMPACT OF PROPOSED ZONE</b>	A rezoning to B-1 is consistent with surrounding zoning and is better designed to provide appropriate setbacks, uses, and standards for property in Downtown Mebane, as recommended in both the City's <i>Downtown Vision Plan</i> and Comprehensive Land Development Plan <i>Mebane By Design</i> .





**Legend**

[Brown Swatch]	B-1
[Red Swatch]	B-2
[Red Swatch]	B-2 & M-1
[Red Swatch]	B-2(CD)
[Tan Swatch]	B-3
[White Swatch]	CU-B2
[Grey Swatch]	M-1
[Grey Swatch]	M-1(CD)
[Brown Swatch]	M-2
[Red Swatch]	M-2(CD)
[Pink Swatch]	MHP
[Green Swatch]	O&I
[Green Swatch]	O&I(CD)
[Blue Swatch]	R-10
[Green Swatch]	R-12
[Green Swatch]	R-12(CD)
[Blue Swatch]	R-15
[Yellow Swatch]	R-20
[Purple Swatch]	R-6
[Purple Swatch]	R-6(CD)
[Purple Swatch]	R-8
[Purple Swatch]	R-8(CD)
[Orange Outline]	Alamance Parcels



**CITY OF MEBANE  
ZONING MAP**

**204 North Fifth Street  
RZ 22-02 & SUP 22-01**

1 inch = 300 feet

**DATE: 01/05/2022**

**DRAWN BY: AO**



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## LAND USE REPORT

<b>EXISTING LAND USE</b>	Planned Multiple Occupancy Group
<b>PROPOSED LAND USE &amp; REQUESTED ACTION</b>	The applicant is proposing to renovate the existing structure and improve a nonconforming parking lot. Use of the tenant spaces in the building will be limited to the uses specified in the attachment, which is more restrictive than what is permitted in the B-1 Zoning District.
<b>PROPOSED ZONING</b>	B-1(CD)
<b>PARCEL SIZE</b>	+/-1.26 ac
<b>AREA LAND USE</b>	<p>Residential uses neighbor the property to the north and south. The Lofts at White Furniture (apartments) are to the south, while single-family residential is to the north across E Graham Street. The core of Downtown Mebane is to the west. Immediate neighbors include a self-storage building, Dollar General, and furniture store. Vacant commercial land is to the east and includes a stream.</p> <p>The property is between two historic districts as recognized by the North Carolina State Historic Preservation Office. The Lofts at White Furniture along with the vacant land neighboring the subject property's parking lot is in one historic district. Additionally, much of Downtown Mebane between N Third and N Fourth is in a commercial historic district.</p>
<b>ONSITE AMENITIES &amp; DEDICATIONS</b>	No onsite amenities or dedications are proposed. The applicant will need to execute an encroachment agreement with the City to address existing encroachments into the public right-of-way.
<b>WAIVER REQUESTED</b>	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
<b>DESCRIPTION OF REQUESTED WAIVER(S)</b>	<p>The applicant is requesting two waivers from requirements of the Mebane UDO.</p> <p>First, the applicant is seeking a waiver from the parking requirements specified in Table 6-4-1. A parking deficiency already exists for the multi-tenant building. The proposal to improve the parking lot will provide 38 parking spaces, falling short of the estimated 124 required spaces. Section 6-4.1 of the Mebane UDO specifies parking requirements for uses in the B-1 Central Business District are to be reviewed on a case-by-case basis and deviations may be allowed.</p> <p>Second, the applicant is seeking a waiver from Section 6-1, F.4(a) to allow for the use of aluminum and steel on a portion of the building.</p>



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**CONSISTENCY WITH *MEBANE BY DESIGN* STRATEGY**

**LAND USE GROWTH STRATEGY  
DESIGNATION(S)**

G-1 Downtown Mixed-Use

***MEBANE BY DESIGN* GOALS &  
OBJECTIVES SUPPORTED**

GROWTH MANAGEMENT 1.1

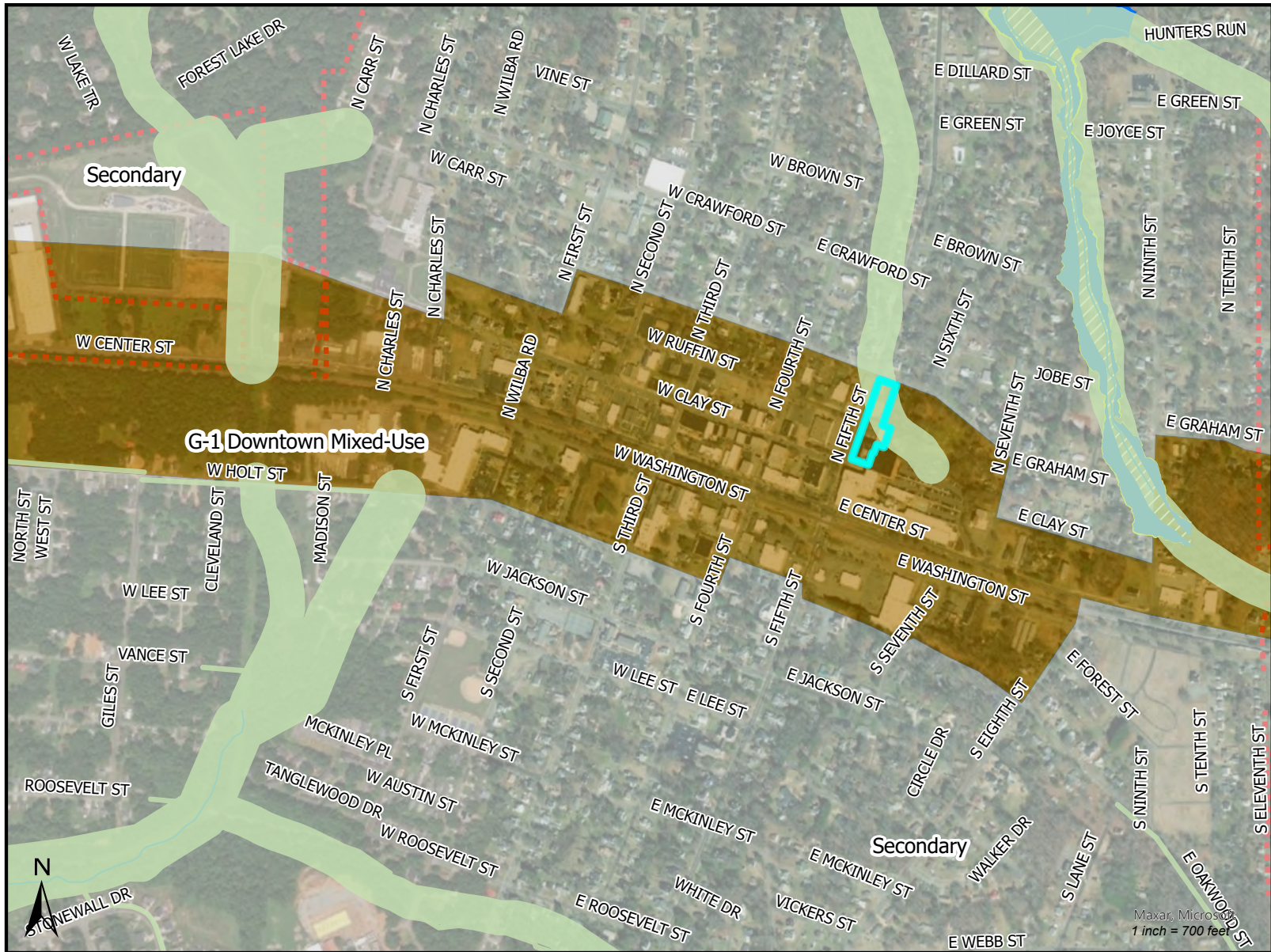
Encourage a variety of uses in growth strategy areas and in the downtown, promote/encourage a village concept that supports compact and walkable environments.

GROWTH MANAGEMENT 1.2

Continue to support historic Downtown Mebane's culture: aesthetics, walkability, bikeability, shopping, dining and housing options.

***MEBANE BY DESIGN* GOALS &  
OBJECTIVES NOT SUPPORTED**







## UTILITIES REPORT

AVAILABLE UTILITIES	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
PROPOSED UTILITY NEEDS	No new utilities are proposed.
UTILITIES PROVIDED BY APPLICANT	N/A
MUNICIPAL CAPACITY TO ABSORB PROJECT	N/A
CONSISTENCY WITH MEBANE LONG RANGE UTILITY PLAN?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> N/A

**ADEQUATE STORMWATER CONTROL?** The property is in the General Watershed Area Overlay District and stream buffer is present. The proposed improvements will reduce the impervious area coverage from 90.3% to 83.8%.

**INNOVATIVE STORMWATER MANAGEMENT?**  YES  NO  N/A

### TRANSPORTATION NETWORK STATUS

**CURRENT CONDITIONS** North Fifth Street is a two-lane, City-maintained street connecting E Stagecoach Road and E Center Street (US 70). It operates as a bicycle boulevard with shared-lane pavement markings and signage.

Average daily traffic counts are not available for N Fifth Street. Counts are available for the southern stretch of Fifth Street, which is maintained by the NCDOT. In 2020, the annual average daily traffic count was 13,000 on the stretch of S Fifth Street between Mebane Oaks Road and E Center Street. There have been 18 crashes at the intersection of North Fifth Street and E Center Street or the NC Railroad line. One of the crashes resulted in minor injuries.

**TRAFFIC IMPACT ANALYSIS REQUIRED?**  YES  NO

**DESCRIPTION OF RECOMMENDED IMPROVEMENTS** N/A

**CONSISTENCY WITH THE MEBANE BICYCLE AND PEDESTRIAN TRANSPORTATION PLAN?**  YES  NO

**MULTIMODAL IMPROVEMENTS PROVIDED BY APPLICANT?**  YES  NO

**DESCRIPTION OF MULTIMODAL IMPROVEMENTS** Sidewalks already exist along N Fifth Street and E Graham Street. The applicant will provide handicap ramps and crosswalks at both parking lot entrances – one on N Fifth and one on E Graham.



## STAFF RECOMMENDATION

STAFF ZONING RECOMMENDATION  APPROVE  DISAPPROVE

STAFF SPECIAL USE FINDING  CONSISTENT  NOT CONSISTENT.....WITH *MEBANE BY DESIGN*

### RATIONALE

The proposed development “204 North Fifth Street” is consistent with the guidance provided within *Mebane By Design*, the Mebane Comprehensive Land Development Plan. In particular, it meets the description and goals of the Downtown, Mixed-Use Growth Area and is consistent with Growth Management Goals 1.1 and 1.2, as well as the goals and objectives of the *Mebane Downtown Vision Plan*. The project will bring an existing parking lot into conformance with City standards and improve the Downtown environment.

### PUBLIC INTEREST CONFORMANCE?

ENDANGER PUBLIC HEALTH OR SAFETY?  YES  NO

SUBSTANTIALLY INJURE THE VALUE OF ADJOINING OR ABUTTING PROPERTY?  YES  NO

HARMONIOUS WITH THE AREA IN WHICH IT IS LOCATED?  YES  NO

CONSISTENT WITH *MEBANE BY DESIGN*, THE MUNICIPAL COMPREHENSIVE LAND DEVELOPMENT PLAN?

- The application is consistent with the objectives and policies for growth development contained in the City of Mebane Comprehensive Land Development Plan, *Mebane By Design*, and, as such, has been recommended for approval.
- The application is not fully consistent with the objectives and policies for growth and development of the City of Mebane Comprehensive Land Development Plan, *Mebane By Design*, but is otherwise in the public interest and has been recommended for approval. The Comprehensive Land Development Plan must be amended to reflect this approval and ensure consistency for the City of Mebane’s long-range planning objectives and policies.
- The application is not consistent with the objectives and policies for growth and development of the City of Mebane Comprehensive Land Development Plan, *Mebane By Design*, and, as such, has been recommended for denial.





## Technical Memorandum

Date: January 5, 2022

To: Cy Stober, Development Director

From: Franz K. Holt, City Engineer

Subject: Proposed Parking Lot Improvements at 204 North Fifth Street – City Engineering review

The site plans for the subject improvements dated December 20<sup>th</sup>, 2021 and prepared by Charles P. Koch with EarthCentric Engineering Inc. in Mebane, NC, have been reviewed by the Engineering Department as a part of the TRC plan review process. Our technical review comments are as follows:

- A. General – Carreno Developers LLC proposes to make improvements to its current concrete and gravel parking lot which serves a planned renovation of the existing building on the 1.26 acre site. The site plans include thirty eight (38) new paved parking spaces to be installed to City of Mebane standards including meeting dimension requirements and abutting curb and gutter or raised sidewalk with added wheel stops where needed.
- B. Section 5 of the UDO - Stormwater Management, Phase 2 Stormwater New Development Regulations, Watershed Overlay District Requirements, and Jordan Lake Riparian Buffer Regulations.
  1. Stormwater Management requirements are provided under Sec. 5-2 of the UDO.

Section 5-2 includes general design requirements for new development projects within the City limits. The site parking lot currently has an existing storm drainage pipe running through it which carries North Fifth Street stormwater runoff to the creek. The proposed new parking lot will have a similar sheet flow drainage pattern to what currently exists with the runoff being captured in a gravel planter to promote reduced velocity into the stream buffer. The need for a possible driveway pipe at Graham Street will be evaluated further at the construction drawing submittal.
  2. Phase 2 Stormwater New Development Regulation requirements are provided under Sec. 5-3 of the UDO.

Sec. 5-3 in the UDO provides standards for water quality in compliance with the City's Phase 2 Stormwater regulations. Projects disturbing greater than 1.0 acres with increased impervious area are subject to water quality standards in Section 5-3 that include treatment of the first 1" of runoff and predevelopment runoff rate matching for at least the 10 year storm event. Section 5-3 does not apply to this project as it disturbs less than 1 acre of land and has a net reduction in impervious area.
  3. Watershed Overlay District requirements are provided under Sec. 5-4 of the UDO.

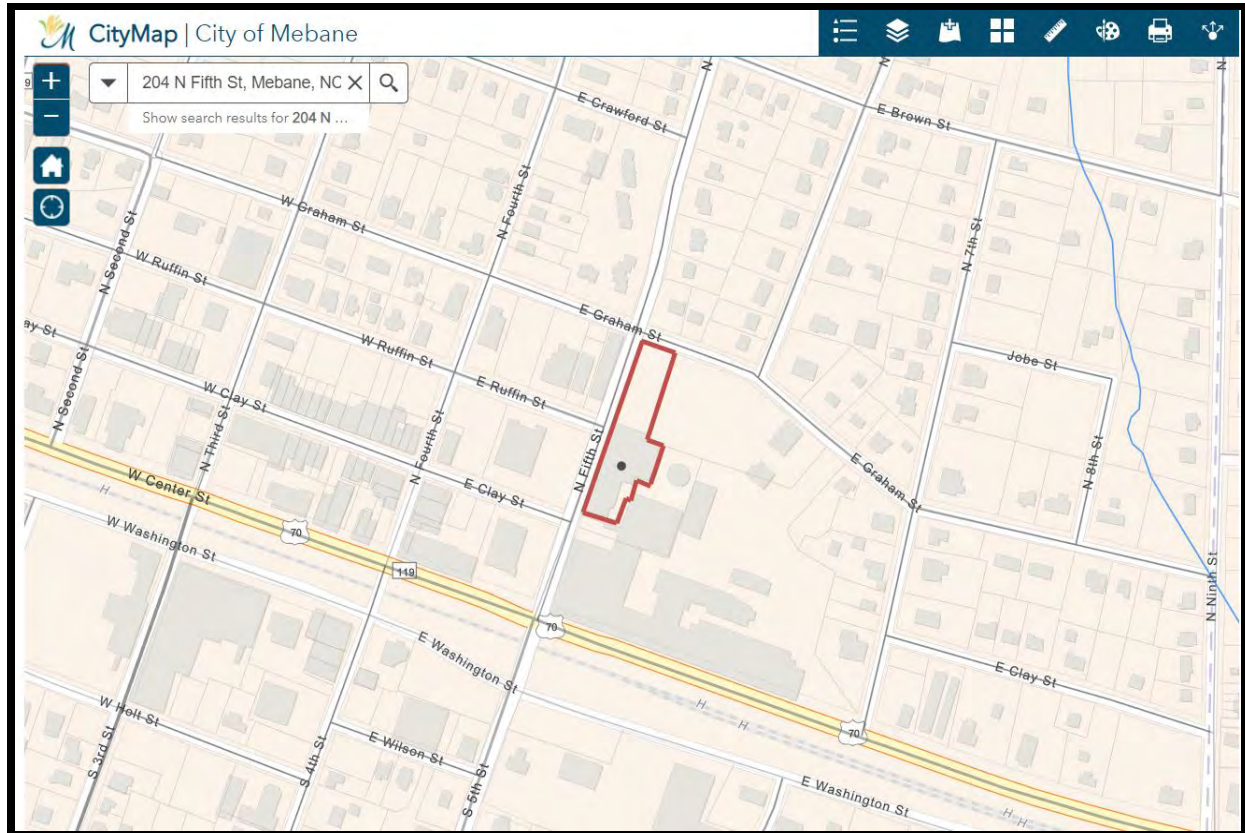
These requirements in the UDO are for the water supply watersheds within the City's planning jurisdictions, including the Back-Creek Watershed, which includes the Graham-Mebane Lake. The proposed parking lot improvements are within the Balance of Watershed with limitations on built upon area of 12% for new non-residential development without engineered storm water controls. The project proposes to meet these requirements with a net reduction in built upon area.
  4. Jordan Lake Riparian Buffer requirements are provided under Sec. 5-6 of the UDO.

These requirements in the UDO regulate 50' stream buffers along regulated streams within the City's planning jurisdiction. This project includes elements that are within the stream buffer. The project is exempt from the buffer regulations through no new impervious area being permitted on areas that do not already have existing impervious surfaces. Vegetated impacts within the buffer will comply with the buffer ordinance.

- C. Access – The proposed parking lot will have one entrance off of North Fifth Street (current and doing away with second northern entrance) and a new entrance off of Graham Street with ingress and egress allowed at each entrance. Sidewalks exist along the frontage of North Fifth Street and Graham St. and will be reworked as needed at the new constructed entrances with HC ramps/domes at each location.
- D. Permits – No stormwater or stream buffer permits associated with the parking lot improvements are required based on the existing site conditions and proposed improvements.
- E. Construction Plans – Final site construction plans in greater detail will need to be submitted to TRC for approval.

# IMPACT ANALYSIS

**200, 202 & 204 N Fifth Street**  
Mebane, NC 27302



## Proposed Special Use Permit

For

### Carreno Developers, LLC

C/o Pedro J. Carreno - Manager  
PO Box 2366  
Chapel Hill, North Carolina 27514

Everett V. Knight  
Chapel Hill Appraisals & Consultants  
P. O. Box 3157  
Cary, North Carolina 27519

**February 28, 2022**

C02220

Everett V. Knight  
Chapel Hill Appraisals & Consultants  
PO Box 3157  
Cary, NC 27519  
(919) 308-7000

February 28, 2022

Mr. Pedro J. Carreno – Manager  
Carreno Developers, LLC  
PO Box 2366  
Chapel Hill, NC 27514

Subject: Impact Analysis  
Proposed Special Use Permit – 200, 202 & 204 N Fifth Street  
Mebane, NC 27302  
Alamance County, NC

Dear Mr. Carreno,

In response to your request, and as outlined separately in our Engagement Letter, I have investigated and summarized the potential impact of the proposed hypothetical Special Use Permit of the site (as if 100% complete) on the adjoining and immediate surrounding properties and area, which analysis also assumes rezoning of 200, 202 & 204 North Fifth Street from B-2 (General Business) to B-1 (Central Business).

At your request, I inspected the subject site on multiple dates with Wednesday February 5, 2022, being the most recent. I have reviewed the various documents prepared by EarthCentric Engineering and Flock Design & Architecture developed for the proposed special use permit and rezoning application on the property located at 200, 202 & 204 N Fifth Street in downtown Mebane.

With this information, the following is my professional opinion of the potential impact of the proposed Special Use Permit per the proposed repair and renovation plans for 200, 202 & 204 N Fifth Street (the subject site) located in downtown Mebane, NC, as if 100% complete per plans, on the adjacent properties and nearby surrounding neighborhood area (as a proposed SUP Development Plan).

The property is located on the east side of the 200 block of N Fifth Street in downtown Mebane, beginning approximately two hundred feet north of the intersection of US 70 & N fifth Street, just north of the NC railroad line in downtown Mebane.

The property is comprised of two (2) separate and contiguous buildings with both located on the same parcel. The parcel contains 1.26 acres (+/-54,699 sf) per the survey completed by R.S. Jones & Associates dated November 23, 2015.



The proposed repairs and renovations to the 200, 202 & 204 N Fifth Street property seeks to bring the use of the property into compliance with the City of Mebane's UDO (specifically the Permitted Use table 4-1-1), which requires a Special Use Permit to comply with a planned Multiple Occupancy Group property which includes rezoning the property to B-1 (Central Business District zoning) for compliance to Mebane's UDO.

**B-1 Central Business District:** The B-1 Central Business District is established as the centrally located trade and commercial service area to provide for retailing goods and services to the passing motorists and residents living in the area. Because the business uses are subject to the public view, developers and operators of businesses should provide an appropriate appearance, ample parking, and design of entrances and exists to businesses in a manner to minimize traffic congestion. The regulations of this district are designed to permit a concentrated development of permitted uses while maintaining a substantial relationship between the intensity of land uses and the capacity of utilities and streets.

**B-2 General Business District:** The B-2 General Business District is established to provide for a compact neighborhood shopping district which provides convenience goods such as groceries and drugs and some types of personal services to the surrounding residential area. They are generally located on major thoroughfares and collector streets in the Mebane Planning area. The regulations are designed to protect the surrounding residential districts and provide an appropriate community appearance. Ample parking and design of entrances and exists to businesses must be established in a manner to minimize traffic congestion.

The two Buildings combined contain approximately 31,500 sf of leasable space with current users being commercial, office and industrial tenants. Although the NW corner of building 204 is planned to be slightly modified to incorporate a more pedestrian friendly entrance, the actual leasable space is planned to be slightly less than the current leasable space, due to the installation of the new pedestrian friendly entryway. The proposed Internal configuration of the overall leasable space is proposed to be in compliance with Mebane's Permitted Use table (4.1.1) and Special Use Permit. Thus, the footprint of the building, as proposed, will be no different than currently exists.

The only functional change to the site is the proposed parking is to include 38 on-site parking spaces at the north end of the site (removing the existing fencing and adding 28 new parking spaces). This is a planned reduction to the encroachment on the stream buffer by 39% (a total reduction of 2,286 sf). This reduction is possible by incorporating a more efficient parking design of the existing parking area by increasing the distance from the centerline of the stream by 8.7 feet at the most northern point of the stream and the site. The landscape plan incorporates new plantings which will add additional vegetation around the outside edge of the parking spaces plus along N Fifth Street, Graham Street, and portions within the stream buffer to provide an additional aesthetic visual buffer that does not currently exist.

A Hi-Visibility ADA designated pedestrian crosswalk is planned across N Fifth Street to allow pedestrians to access Mebane's parking lot to the west for additional parking in compliance with Mebane's Downtown Vision Plan for a more walkable community.

The plan appears to incorporate and promote safe on-site and off-site pedestrian focused walkability in a low impact manner. The plan appears to purposefully propose to minimize visual, acoustic, and aesthetic impacts on the surrounding area by retaining its forward-facing façade toward Mebane's Central Business District in an aesthetic and harmonious way to be consistent with other properties zoned B-1 plus other nearby and surrounding commercial properties to the east, south and west and existing residential properties to the north and northwest.

This Report describes my opinion of the effect of the "Assumption" that the proposed repairs and renovations to 200, 202 & 204 N Fifth Street are 100% complete per the proposed Architectural, Engineering and Site Plans and in compliance with the proposed SUP on the adjacent and immediate surrounding properties and neighborhood.

An Assumption or Extraordinary Assumption is defined as: an assumption, directly related to a specific assignment, which, if found to be false, could alter the appraiser's opinions or conclusions (Assumptions presume as fact uncertain information, in this case it is assumed 100% complete per the Proposed Site Plan).

The analysis begins with a more detailed description of the property both as it is currently configured and as if the overall site would be configured as proposed and "Assumed" 100% complete. This assumption is based as-if the site is fully developed per the proposed Plans, as described in the SUP Application, as well as relevant information about the neighborhood and its relation to the subject. This section addresses the immediate neighborhood harmony issue.

Lastly is a summary of our professional opinion and reasoning behind our conclusions. This section addresses the issue of the likely effect of the proposed repair and renovations to 200, 202 & 204 N Fifth Street property, as if 100% complete, on the values and marketability of the immediate surrounding properties and nearby neighborhood area.

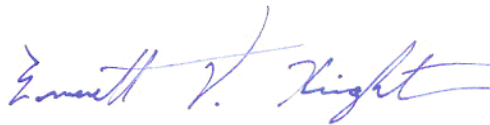
Based on this information, it is my opinion that when complete the proposed repairs, renovations and compliance with the requested special use permit to 200, 202 & 204 N Fifth Street property, as a planned multiple occupancy commercial property, when 100% complete, would **not** materially endanger the public health or safety, nor would it injure the value of adjoining or abutting properties, it would be in harmony with Mebane's downtown Central Business district zoning in which this property is located, and will be in compliance and conformity with Mebane's UDO and downtown vision plan and policies officially adopted by Mebane's Town Council.

**Thus, surrounding properties and the general neighborhood vicinity near the proposed repairs and renovations to 200, 202 & 204 N Fifth Street property, at a minimum, will maintain their current market values, the proposed repairs and renovations to 200, 202 & 204 N Fifth Street property would not materially endanger the public health or safety; the proposed repairs and renovations to 200, 202 & 204 N Fifth Street property would be in harmony with Mebane's general downtown area, and be in conformity with Mebane's UDO and Downtown Vision Plan and be in compliance with Mebane's development and zoning Policies.**

NOTE: I have not performed an appraisal of the subject property as improved or as proposed, or any of the surrounding properties or Comparable Neighborhoods sales. The following information and analysis is intended for use as an Impact Analysis only, as it relates to the subject proposed repairs and renovations to 200, 202 & 204 N Fifth Street's Special Use Permit development (assumed 100% complete as proposed). No opinion of value is stated, and none is assumed.

Respectfully submitted,

Signed: February 28, 2022



Everett V. Knight (A7275)  
Chapel Hill Appraisals & Consultants  
North Carolina Certified General Appraiser

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## **DESCRIPTION OF THE SUBJECT SITE - (as-is currently)**

### **Location**

The property is located on the east side of the 200 block of N Fifth Street in downtown Mebane, beginning approximately two hundred feet north of the intersection of US 70 and N fifth Street, just north of the NC railroad line in downtown Mebane.

### **Shape, Size and Function**

The 1.26-acre (+/-54,699 sf) site has an irregular shape per the site survey by R.S. Jones & Associates, Land Surveyors, dated November 23, 2015, as referenced in the developers Special Use Permit application and proposed site plan. The site is directly served by N Fifth Street & Graham Street, with proximity to US 70 +/-200 feet to the south of the site and I-40/85 +/-2 miles south.

### **Zoning and Neighboring Land Uses**

The subject property is currently zoned (B-2) per Mebane's online zoning map and is located on the eastern edge of Mebane's downtown central business district.

The property immediately to the south, east and west of the site is zoned B-1 (Central Business), and the properties north and on the opposite side of Graham Street are zoned R-12 (Residential). See Mebane Zoning Map Addendum attached.

Three sides of this site are already zoned B1 (Central Business), and the north side (north of Graham Street) is zoned R-12. Both zoning usages have been either effectively functioning as Mebane's zoning map indicates for decades or they have been contemporaneously zoned as Mebane's zoning map indicates since the adoption of Mebane's UDO. Historically speaking, the functioning use of these surrounding properties has not effectively changed for decades.

The subject property appears to continue to be harmoniously functioning significantly and similarly to the immediate surrounding area for the same time period.

### **Site Topography**

The topography of the entire site is considered gently sloping down from the southern side down and north and eastward toward the adjoining stream, from a high elevation of +/-680 feet above AMS down to +/-640 feet above AMS at Graham Street and the adjoining stream. It is assumed that the original site preparation work dictated these elevations as shown of R.S Jones survey. Drainage appears controlled on-site and adequate. The existing stream is not named nor identified in any other way and has not been designated as a blue-line stream on any of Mebane's GIS maps. The site is in the Cape Fear River Basin.

### **Soil Conditions**

No known or observed soil nor sub-soil problems were observed and none are known or assumed, nor disclosed to me by the developer or their representatives. See Developers Site Data Addendum.

### **Access**

The site is served by N Fifth Street immediately to the west and by Graham Street to the north. The intersection of US 70 & N fifth Street is approximately 200 LF south of the site, which is considered a major east-west arterial to Mebane's downtown commercial area.

### **Vegetation**

The site is significantly improved and thus virtually no natural vegetation exists with the exception of grassy areas along Graham Street to the north and the stream to the east.

### **Easements/Encroachments**

No easements or encroachments are known or observed at inspection, and none are assumed, except for existing drainage catch-basin from N Fifth Street at the curb-cut leading directly from the existing stormwater catch-basin on N fifth Street traveling underground and eastward to the adjoining stream, and an existing culvert at the NE corner of the site with Graham Street.

Public utility easements may exist but are not considered adverse to value or marketability of the subject property or surrounding area. Other public easements appear to include Electric, Cable, Gas and Telephone.

### **Existing Improvements**

Other than the existing +/-31,500 sf building (200, 202 & 204 N Fifth Street) and existing concrete parking and fencing on the north end of the site, there are no other significant improvements to the site.

## **DESCRIPTION OF PROPOSED MULTIPLE COMMERCIAL OCCUPANT PROPERTY - SPECIAL USE PERMIT**

### **Location**

The property is located on the east side of the 200 block of N Fifth Street in downtown Mebane, beginning approximately two hundred feet north of the intersection of US 70 and N fifth Street, just north of the NC railroad line in downtown Mebane.

### **Neighborhood Description**

The subject's surrounding neighborhood area to the south, east and west of the site is zoned B-1 (Central Business), and the properties north and on the opposite side of Graham Street are zoned R-12 (Residential). See Mebane Zoning Map Addendum attached.

Three sides of this site are already zoned B1 (Central Business), with the north side zoned R-12. Both zoning usages have been either effectively functioning as Mebane's zoning map indicates for decades or they have been contemporaneously zoned as Mebane's zoning map indicates since the adoption of Mebane's UDO. Historically speaking, the functioning use of these surrounding properties has not effectively changed for decades.

The Central Business District of downtown Mebane (zoned B1) surrounds this site on three sides and effectively the site is the lone parcel not zoned Central Business District (B1) on eastern edge of Mebane's downtown area. R-8 & R-12 residential zoning stretch along the entire northern side of Graham Street with the Central Business District of downtown Mebane being along the southern side of Graham Street.

Additionally, an approval of the zoning change to B1 coupled with the approval of the proposed Special Use Permit will bring this site in compliance with Mebane's UDO plus comply with Mebane's Downtown Vision Plan, specifically continuing and strengthening the trend toward lower parking requirements downtown which encourages shared parking.

### **Proposed Improvements (Per the proposed SUP - Site Plan)**

Per Mebane's UDO 4-7.14.C, a planned multi occupancy group is a group of uses or buildings (commercial, office or industrial) developed as part of a unified plan, served by common parking facilities, drives, entrances, and exits, must receive a special use permit, and comply with Mebane's UDO Table of Uses 4-1-1, which the proposed special use permit will comply with these requirements.



The proposed use includes the existing building being utilized substantially as it exists, with the exception of the NW corner of the 204 N Fifth Street building, which shall slightly reduce the footprint by incorporating a more pedestrian friendly entrance. A new deck will be installed over the building side of the parking lot, increase the on-site parking to a total of 38 parking spaces, and install a deck at the rear of 200 N Fifth Street building. A railing/fence will be installed at the south retaining wall/property line next to the White Furniture factory property. The new rear deck at 200 N Fifth Street will terminate beside the exterior doorway at the new fence.

A Hi-Visibility ADA designated pedestrian crosswalk will be installed across N Fifth Street at street level to allow pedestrians to access Mebane's parking lot to the west for additional parking in compliance with Mebane's Downtown Vision Plan and provide a more pedestrian friendly access to Mebane's downtown parking lot and all of downtown Mebane, for a more walkable community. Signage will be incorporated to direct walkable traffic to Mebane's downtown parking lot to the west for additional parking.

In summary, the modifications to the site include increasing the number of on-site parking spaces to 38, and includes signage to Mebane's overflow parking lot, incorporates a defined waste management area, reduces the impervious surface area and encroachment into the stream buffer, by removing the existing fencing with a more efficient parking design while installing a visual landscape buffer around the northern end of the site.

### **Proposed Utilities**

All other utilities are public and include Public Water & Sewer, Electric, Telephone and Natural Gas.

### **Proposed Access & Access Improvements**

The property will continue to be served by N fifth Street immediately to the west of the property and with Graham Street immediately to the north of the property.

### **Visibility**

The building located at 200, 202 & 204 N Fifth Street will be substantially the same after the repairs and renovations per the plans including compliance with the special use permit as it exists before such approvals. The repairs and renovations will enhance the visual front façade to N Fifth Street. The rear of the site will be enhanced by removing existing debris and adding a deck on the rear of the 200 N fifth Street building, including a fence separating the White Furniture property with the subject property at the common property line.

The proposed plans, rezoning and special use permit will maintain the existing building, increase on-site parking, brings the site into compliance with Mebane's UDO and conformity with Mebane's other downtown B1 zoning. The special use permit limits uses to those uses that are compatible with the surrounding area and Mebane's UDO 4-1-1 permitted use table, all while significantly maintaining the existing building in consistent harmony with the immediate surrounding area.

The height, colorations and overall design will not substantially change due to the proposed repairs and renovations and be in substantial compliance with Mebane's downtown zoning and other portions of Mebane's current UDO, including advancing Mebane's Downtown Vision Plan.

## CONCLUSION

The immediate and adjoining area to the subject property (200, 202 & 204 N Fifth Street in downtown Mebane, is currently zoned B1 on three sides, with the north side currently zoned R-12. The subject property is effectively the lone parcel not zoned Central Business District (B1) on eastern edge of Mebane's downtown area.

The approval of the zoning change to B1 coupled with the approval of the proposed Special Use Permit will bring this site into harmonic compliance with Mebane's UDO plus comply with Mebane's Downtown Vision Plan, specifically continuing and strengthening the trend toward lower parking requirements downtown which encourages shared parking. Specifically, approval of the proposed special use permit brings the site into compliance with Mebane's UDO permitted use table 4-1-1, and 4-7.14.C for planned multi-occupancy group properties and is a group of uses or buildings (commercial, office and industrial) which the property is currently providing to its tenants.

Approval of the proposed special use reduces the degree of non-conformity associated with the existing site, while permitting development of the site that will improve both the existing aesthetics and structural components of the site. Approval of the proposed special use permit increases the on-site parking while reducing the encroachment into the stream buffer from the adjoining property. The approval of the proposed special use permit increases the aesthetics by incorporating a landscape plan and thus a visual buffer to the north end of the property that otherwise does not currently exist. The approval of the special use permit provides a Hi-Visibility ADA designated pedestrian crosswalk across N Fifth Street at street level allowing pedestrians to more safely access Mebane's parking lot to the west for additional parking in compliance with Mebane's Downtown Vision Plan and provide a more pedestrian friendly access to Mebane's downtown parking lot and all of downtown Mebane, for a more walkable community which otherwise doesn't exist for benefit of the welfare of all citizens and a more safe and healthy walkable downtown.

It is my opinion that the proposed rezoning and special use permit will not material endanger the public health nor safety, it would not injure the value of the adjoining or abutting properties, it will be in harmony with the area where it is located, and it will be in general conformity with land uses and Mebane policies , including Mebane's UDO and downtown vision plan and be consistent with other existing uses in the immediate and surrounding area.

**NOTE:** I have not performed an appraisal of the subject property as improved or as proposed, or any of the surrounding neighborhood properties or Comparable Neighborhoods sales. The above-mentioned information and analysis is intended for use as an Impact Analysis only, as it relates to the subject proposed repair and renovation to 200, 202 & 204 N Fifth Street property (assumed 100% complete as proposed per SUP as presented). No opinion of value is stated, and none is assumed.

## **Certification and Statement of Limiting Conditions**

The Appraiser certifies and agrees that:

- 1) The Appraiser has no present or contemplated future interest in the property analyzed; and neither the employment to make the analysis, nor the compensation for it, is contingent upon any specific or implied outcome.
- 2) The Appraiser has no personal interest in or bias with respect to the subject matter of the report or the participants. The opinions in the report are not based in whole or in part upon the race, color, or national origin of the prospective owners or occupants of the properties, or upon the race, color, or national origin of the present owners or occupants of the properties in the vicinity of the property.
- 3) The Appraiser has personally inspected the property and is generally familiar with the location of the nearby neighborhood. To the best of the Appraiser's Knowledge and belief, all statements and information in this report are true and correct, and the Appraiser has not knowingly withheld any significant information.
- 4) All contingent and limiting conditions herein (imposed by the terms of the assignment or by the undersigned affecting the analysis, opinions, and conclusions contained in the report) have been disclosed.
- 5) This report has been made in conformity with and is subject to the requirements of the Code of Professional Ethics and Standards of Professional Conduct of the appraisal organizations with which the Appraiser is affiliated.
- 6) All conclusions and opinions concerning the real estate that are set forth in the report were prepared by the Appraiser whose signature appears on the report. No change of any item in the report shall be made by anyone other than the Appraiser, and the Appraiser shall have no responsibility for any such unauthorized change.

### **Scope of Work:**

The Scope of the assignment is specific to the Clients stated needs and is the extent of the process in which data was collected, confirmed, & reported, sufficient to satisfy the Purpose of the Assignment, and is based on the complexity of the assignment and the reporting requirements. The Scope of Work included a review of various documents prepared by EarthCentric Engineering, R.S. Jones Surveyor, and Flock Design & Architecture for the proposed special use permit and rezoning application on the property located at 200, 202 & 204 N Fifth Street in downtown Mebane. The application for a special use permit has a requirement that the applicant must provide evidence to how such an SUP might influence the surrounding properties and neighborhood, which is the subject of this Impact Analysis. The site was visited & photographed on Saturday February 5, 2022, data was collected and analyzed, and my developed opinions are provided herein.

## **Contingent and Limiting Conditions**

The certification of the Appraiser appearing in the report is subject to the following conditions and to such other specific and limiting conditions as are set forth by the Appraiser in the report.

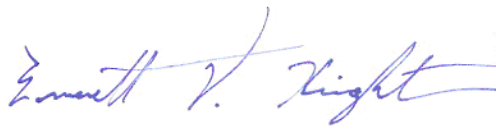
- 1) The Appraiser assumes no responsibility for matters of a legal nature affecting the property or the title thereto, nor does the Appraiser render any opinion as to the title, which is assumed to be good and marketable. The property is analyzed as though under responsible ownership.
- 2) Any sketch in the report may show approximate dimensions and is only included to assist the reader in visualizing the property. The Appraiser has made no survey of the property.
- 3) The Appraiser is not required to give testimony or appear in court because of having made the report with reference to the property in question, unless arrangements have been made previously, therefore.
- 4) Any distribution of components in the report between land and improvements applies only under the existing program of utilization. The separate opinions for land and building must not be used in conjunction with any other assignment and are invalid if so used.
- 5) The Appraiser assumes that there are no hidden or unapparent conditions of the property, subsoil, or structures, which would render it more or less valuable, or structurally or environmentally sound. The Appraiser assumes no responsibility for such conditions, or for engineering, which might be required to discover such facts.
- 6) Information, estimates, and opinions furnished to the Appraiser, and contained in the report, were obtained from sources considered reliable and believed to be true and correct. However, no responsibility for accuracy of such items furnished the Appraiser can be assumed by the Appraiser.
- 7) Disclosure of the contents of the report is governed by the Bylaws and Regulations of the professional appraisal organizations with which the Appraiser is affiliated.

8) Neither all, nor any part of the content of the report, or copy thereof (including conclusions about the property, the identity of the Appraiser, professional designations, reference to any professional appraisal organizations, or the firm with which the Appraiser is connected), shall be used for any purpose by anyone but the client specified in the report, the user if compensation fee paid by same, the user or its successor and assigns, insurers, consultants, professional appraisal organizations, any state or federally approved institutions, any department, agency, or instrumentality of the United States of any state or District of Columbia, without the previous written consent of the Appraiser; nor shall it be conveyed by anyone to the public through advertising, public relations, news, sales, or other media, without the written consent and approval of the Appraiser in advance.

NOTE: Utilization of all or any portion of this Impact Analysis in any form or format is an unconditional acceptance by the client, their agents, and representatives as complete, accurate and satisfactory. Furthermore, any information provided by the client, their agents or representatives for this Impact Analysis is considered accurate and complete, whether contained in this Impact Analysis or not, and the client holds the appraiser harmless of any and all errors contained in the information contained in the Impact Analysis or the information provided. Furthermore, the client agrees to immediately and fully compensate the appraiser per all terms of invoicing.

9) On all reports, subject to completion or satisfactory completion, repairs, or alterations, the report and conclusions are contingent upon completion of the improvements in a workmanlike manner and/or as proposed.

Respectfully submitted,



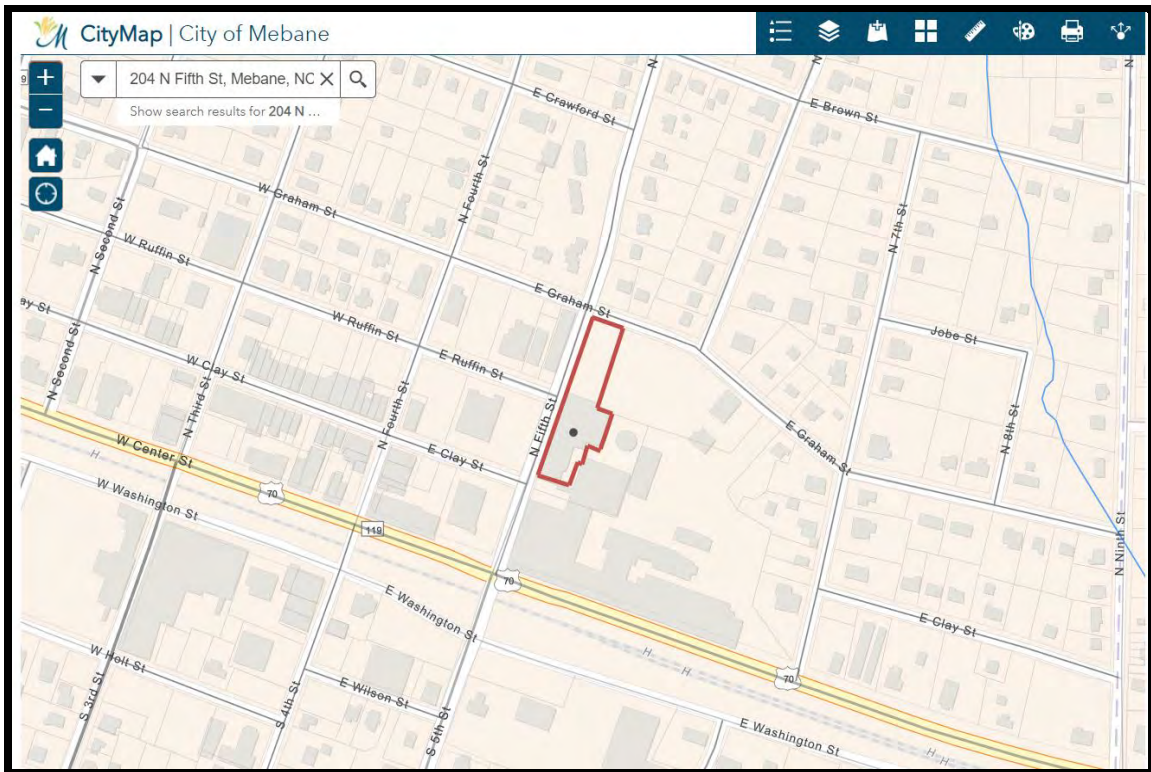
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Everett V. Knight - (Signed February 28, 2022)  
A7275 (NC Certified General Appraiser)



# **ADDENDA**

# LOCATION MAP

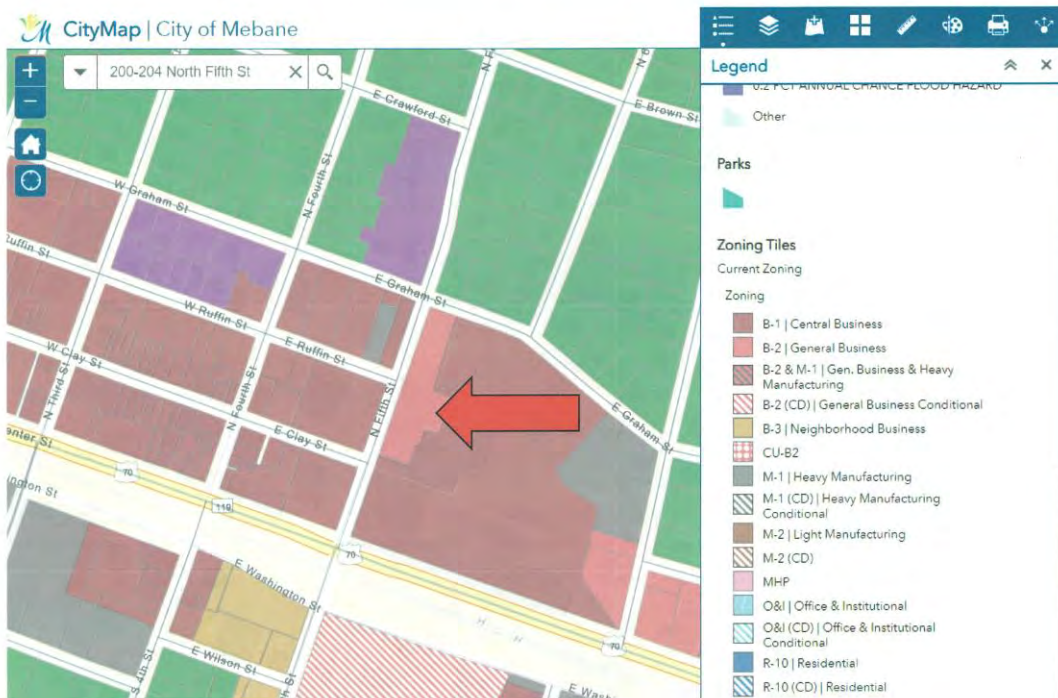


# MEBANE'S ZONING MAP

## City of Mebane Zoning Map

### **200 – 204 North Fifth Street**

(Current Zoning is B-2)





# APPLICATION for a SPECIAL USE PERMIT



## APPLICATION FOR A SPECIAL USE PERMIT

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

Name of Applicant: Carreno Developers, LLC

Address of Applicant: P.O. Box 2366, Chapel Hill NC 27514

Address and brief description of property: 204 North Fifth St  
GPIN# 9825-14-5309, Parcel ID 168397

Applicant's interest in property: (Owned, leased or otherwise) Owner

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

Yes \_\_\_ Explain: \_\_\_\_\_ No X

Type of request: Special Use permit in conjunction with Re-zoning

Sketch attached: Yes X No \_\_\_\_\_

Reason for the request: UDO table 4-1-1, Planned Multiple Occupancy  
Groups require a special use permit from City Council

Signed: \_\_\_\_\_

Date: 11/24/2021

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.
2. Names and addresses of all adjoining property owners within a 300' radius (Include those that are across the street).
3. \$400.00 Fee to cover administrative costs.
4. The information is due 15 working days prior to the Planning Board meeting. The Planning Board meets the 2<sup>nd</sup> 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 1<sup>st</sup> Monday of each month at 6:00 p.m.

# ALAMANCE COUNTY REAL ESTATE PROPERTY CARD



**Alamance County Government**  
TAX ADMINISTRATION RECORD SEARCH

Select Search:  
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[Account](#) | [Buildings](#) | [Land](#) | [Sketch](#) | [Tax Card](#) | [Deeds](#) | [Sales](#) | [Tax Bill](#) | [Map](#)

Account Details for **CARRENO DEVELOPERS LLC**

New Search

Administrative Data		Administrative Data	
Parcel ID No.	168397	Building Location	204 N FIFTH ST
PIN	9825 14 5309	Address	
Land Use Code	372		
Land Use Desc	COMM MULTI-USE		

Improvement Detail (1st Major Improvement on Subject Parcel)	
Year Built	1952
Built Use/Style	RETAIL MULTI OCCUP
Grade	C / AVERAGE QUALITY (C)
* Percent Complete	100
Heated Area (S/F)	33432
** Bathroom(s)	0 Full Bath(s)
** Bedroom(s)	0
* Note - As of January 1	
** Note - Bathroom(s), Bedroom(s), shown for description only	
*** Note - If multiple improvements equal "MLT" then parcel includes additional major improvements	

Improvement Valuation (1st Major Improvement on Subject Parcel)	
* Improvement Full Tax Value \$	** Improvement Assessed Value \$
	<b>423,999</b>
* Note - Tax Value effective Date equal January 1, 2017, date of County's most recent General Reappraisal	
** Note - If Assessed Value not equal Tax Value then variance resulting from formal appeal procedure	

Back to Results

[Print This Property Record Card](#)

New Search

Data Disclaimer: All data shown here is from other primary data sources and is public information. Users of this data are hereby notified that the aforementioned public information sources should be consulted for verification of the information contained on this website. While efforts have been made to use the most current and accurate data, Alamance County, NC and Data Providers assume no legal responsibility for the use of the information contained herein.

Please direct any questions or comments about the data displayed here to [tax.help@alamance-nc.com](mailto:tax.help@alamance-nc.com)

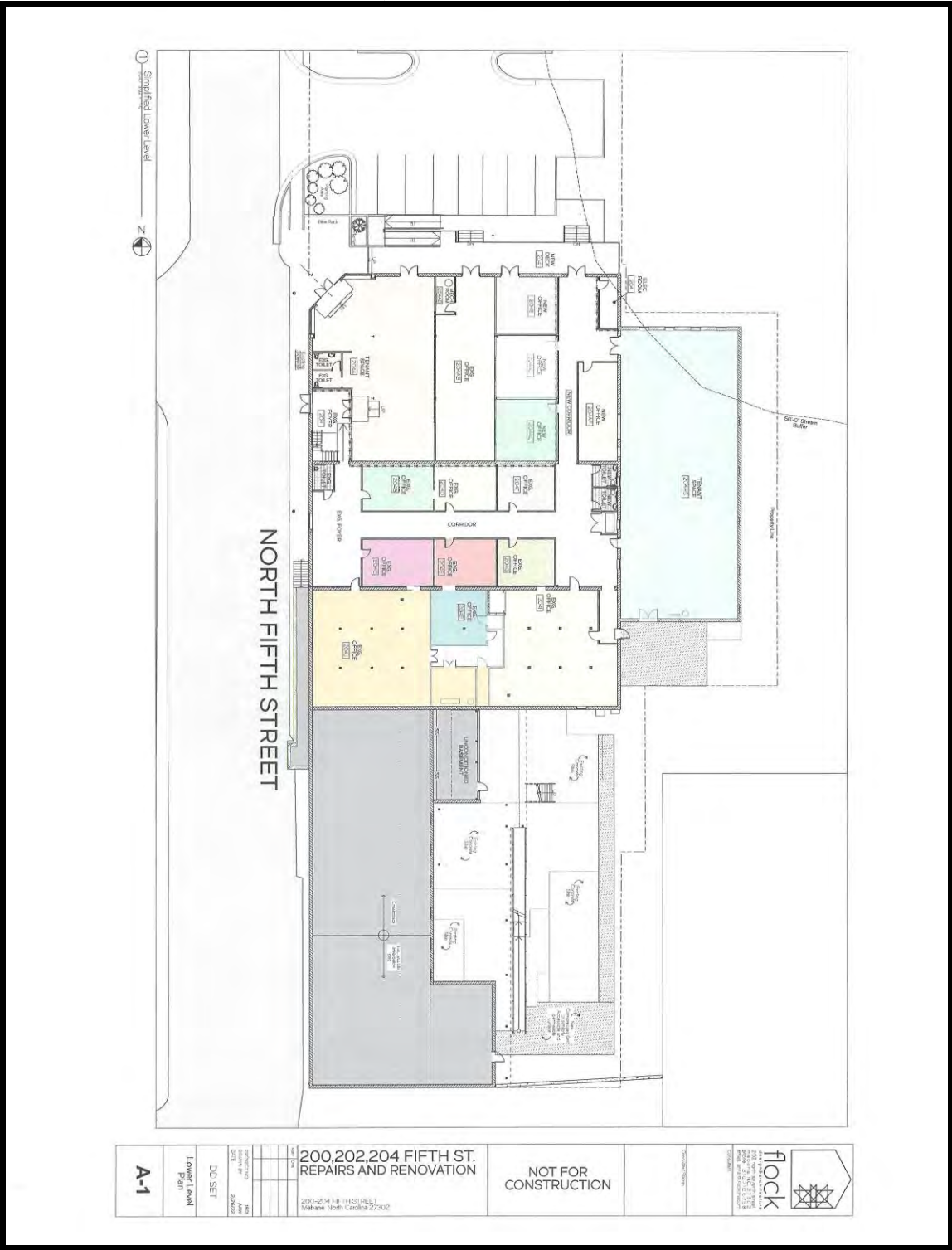
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# PROPOSED REPAIRS & RENOVATIONS

## 200, 202 & 204 N Fifth Street

### (Sheet A-1)



<b>A-1</b>	Lower Level Plan	DC SET	<p><b>200, 202, 204 FIFTH ST. REPAIRS AND RENOVATION</b></p> <p>200-204 FIFTH STREET Methane North Carolina 27502</p>	<p><b>NOT FOR CONSTRUCTION</b></p>	<p><b>Flock</b></p> <p>ARCHITECTS</p> <p>1010 W. 10TH STREET, SUITE 100 Raleigh, NC 27601 919.876.1111 www.flockarchitects.com</p>
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# PROPOSED REPAIRS & RENOVATIONS

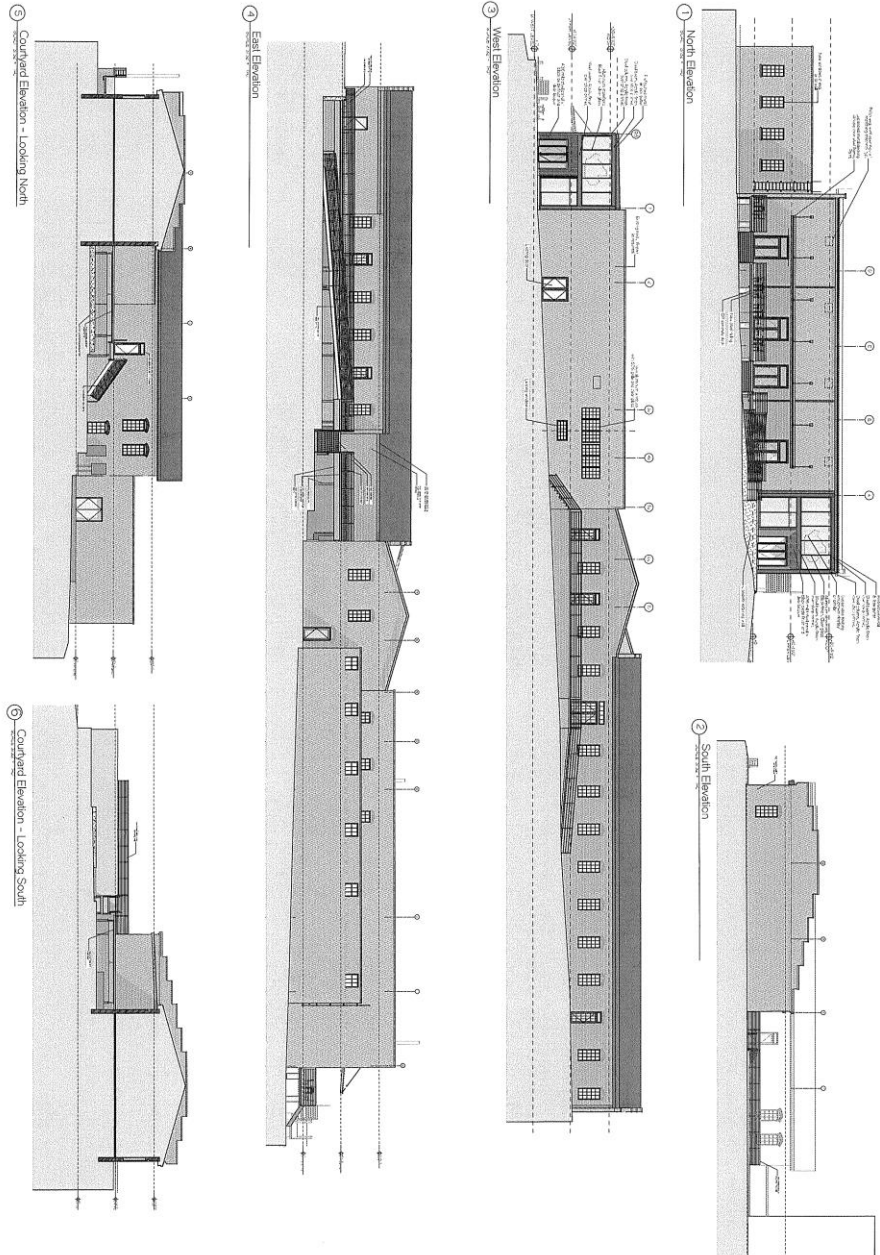
## 200, 202 & 204 N Fifth Street

### (Sheet A-2)



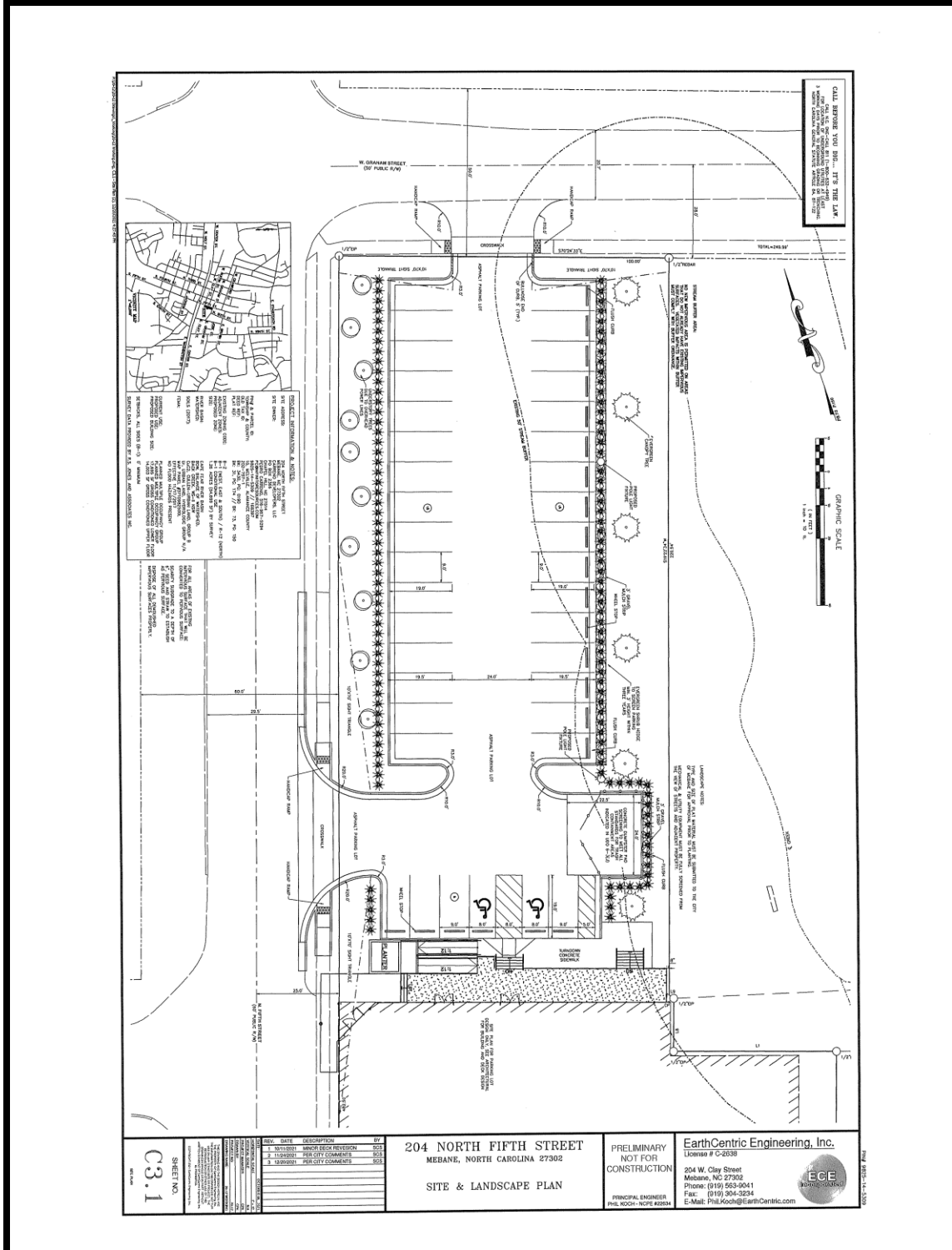
<b>A-2</b>	Upper Level Plan	DD SET	PROJECT NO. 200 DATE 12/20/2023 SHEET 20/20	<b>200,202,204 FIFTH ST.          REPAIRS AND RENOVATION</b>	<b>NOT FOR          CONSTRUCTION</b>	CONSULTING FIRM <b>Flock</b> ARCHITECTS 1000 10th Street, Suite 100 North Platte, NE 68901 Phone: 308.334.1111 Fax: 308.334.1112 Email: info@flockarchitects.com
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# PROPOSED REPAIRS & RENOVATIONS 200, 202 & 204 N Fifth Street (Elevations - Sheet A-3)



<b>A-3</b>	DC SET Exterior Elevations	<b>200,202,204 FIFTH ST. REPAIRS AND RENOVATION</b>  <small>200-204 FIFTH STREET Mebane, North Carolina 27302</small>	<b>NOT FOR CONSTRUCTION</b>	 <small>Flock Architecture 1000 S. Main Street, Suite 100 Mebane, NC 27302 Phone: 919.336.1111 www.flockarchitecture.com</small>
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# PROPOSED SITE & LANDSCAPE PLAN 204 N FIFTH STREET – Parking Lot (Sheet C3-1)



**EXISTING UTILITIES AND NOTES:**

1. ALL UTILITIES SHOWN ARE BASED ON RECORD DRAWINGS AND FIELD SURVEY. THE CONTRACTOR SHALL VERIFY THE LOCATION AND DEPTH OF ALL UTILITIES PRIOR TO CONSTRUCTION.

2. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL AUTHORITIES.

3. THE CONTRACTOR SHALL MAINTAIN ALL EXISTING UTILITIES AND STRUCTURES UNLESS OTHERWISE NOTED.

4. THE CONTRACTOR SHALL PROTECT ALL EXISTING UTILITIES AND STRUCTURES FROM DAMAGE DURING CONSTRUCTION.

5. THE CONTRACTOR SHALL MAINTAIN ACCESS TO ALL ADJACENT PROPERTIES AT ALL TIMES.

6. THE CONTRACTOR SHALL MAINTAIN ALL EXISTING CURBS AND SIDEWALKS UNLESS OTHERWISE NOTED.

7. THE CONTRACTOR SHALL MAINTAIN ALL EXISTING TREES AND LANDSCAPE UNLESS OTHERWISE NOTED.

8. THE CONTRACTOR SHALL MAINTAIN ALL EXISTING DRIVEWAYS AND PATHS UNLESS OTHERWISE NOTED.

9. THE CONTRACTOR SHALL MAINTAIN ALL EXISTING FENCES AND BARRIERS UNLESS OTHERWISE NOTED.

10. THE CONTRACTOR SHALL MAINTAIN ALL EXISTING SIGNAGE UNLESS OTHERWISE NOTED.

11. THE CONTRACTOR SHALL MAINTAIN ALL EXISTING LIGHTING UNLESS OTHERWISE NOTED.

12. THE CONTRACTOR SHALL MAINTAIN ALL EXISTING SECURITY SYSTEMS UNLESS OTHERWISE NOTED.

13. THE CONTRACTOR SHALL MAINTAIN ALL EXISTING RECORDS AND DOCUMENTS UNLESS OTHERWISE NOTED.

14. THE CONTRACTOR SHALL MAINTAIN ALL EXISTING RECORDS AND DOCUMENTS UNLESS OTHERWISE NOTED.

15. THE CONTRACTOR SHALL MAINTAIN ALL EXISTING RECORDS AND DOCUMENTS UNLESS OTHERWISE NOTED.

**NOTES:**

1. ALL DIMENSIONS ARE IN FEET AND INCHES. DIMENSIONS ARE SHOWN TO THE CENTERLINE UNLESS OTHERWISE NOTED.

2. THE CONTRACTOR SHALL MAINTAIN ALL EXISTING UTILITIES AND STRUCTURES UNLESS OTHERWISE NOTED.

3. THE CONTRACTOR SHALL PROTECT ALL EXISTING UTILITIES AND STRUCTURES FROM DAMAGE DURING CONSTRUCTION.

4. THE CONTRACTOR SHALL MAINTAIN ACCESS TO ALL ADJACENT PROPERTIES AT ALL TIMES.

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13. THE CONTRACTOR SHALL MAINTAIN ALL EXISTING RECORDS AND DOCUMENTS UNLESS OTHERWISE NOTED.

14. THE CONTRACTOR SHALL MAINTAIN ALL EXISTING RECORDS AND DOCUMENTS UNLESS OTHERWISE NOTED.

NO.	DATE	DESCRIPTION	BY
1	07/15/2021	ISSUE FOR PERMIT	PHIL KOCH
2	07/15/2021	ISSUE FOR PERMIT	PHIL KOCH
3	07/15/2021	ISSUE FOR PERMIT	PHIL KOCH
4	07/15/2021	ISSUE FOR PERMIT	PHIL KOCH
5	07/15/2021	ISSUE FOR PERMIT	PHIL KOCH
6	07/15/2021	ISSUE FOR PERMIT	PHIL KOCH
7	07/15/2021	ISSUE FOR PERMIT	PHIL KOCH
8	07/15/2021	ISSUE FOR PERMIT	PHIL KOCH
9	07/15/2021	ISSUE FOR PERMIT	PHIL KOCH
10	07/15/2021	ISSUE FOR PERMIT	PHIL KOCH

**204 NORTH FIFTH STREET**  
MEBANE, NORTH CAROLINA 27302

SITE & LANDSCAPE PLAN

**PRELIMINARY NOT FOR CONSTRUCTION**

**EarthCentric Engineering, Inc.**  
Licenses # C-22081

204 W. Clay Street  
Mebane, NC 27302  
Phone: (919) 563-0041  
Fax: (919) 304-3224  
E-Mail: Phil.Koch@EarthCentric.com

**PRINCIPAL ENGINEER**  
PHIL KOCH - NCPE 45000



**C3.1**  
SHEET NO.

# PROPOSED IMPERVIOUS AREA COMPARISON



# Project Information & Notes From Engineer, Architect & Surveyor

## PROJECT INFORMATION & NOTES:

SITE ADDRESS: 200, 202, 204 NORTH FIFTH STREET  
MEBANE, NC 27302

SITE OWNER: CARRENO DEVELOPERS, LLC  
PO BOX 2366  
CHAPEL HILL, NC 27514  
PEDRO CARRENO, 516-967-5294  
PC@INFINITORESOURCES.COM

PIN# & PARCEL ID: 9825-14-5309 // 168397

TOWNSHIP & COUNTY: 10, MELVILLE, ALAMANCE COUNTY

OLD TAX ID: 202-797-1

DEED REF: BK: 3430, PG: 0190

PLAT REF: BK: 31, PG: 174 // BK: 73, PG: 150

EXISTING ZONING CODE: B-2

ADJACENT ZONES: B-1 (WEST, EAST & SOUTH) / R-12 (NORTH)

PROPOSED ZONE: B-1 CONDITIONAL USE

SIZE: 1.26 ACRES (54,699 SF) BY SURVEY

RIVER BASIN: CAPE FEAR RIVER BASIN

WATERSHED: BOW, BALANCE OF WATERSHED,  
BACK CREEK, WS-II NSW

SOILS (2017): CuC2, CULLEN-URBAN LAND, GROUP B  
Ur, URBAN LAND, HYDROLOGIC GROUP N/A

FEMA: MAP PANEL #3710982500L  
EFFECTIVE 11/17/2017  
NO FLOOD HAZARDS PRESENT

CURRENT USE: PLANNED MULTIPLE OCCUPANCY GROUP

PROPOSED USE: PLANNED MULTIPLE OCCUPANCY GROUP

PROPOSED BUILDING SIZE: 17,695 SF GROSS CONDITIONED LOWER FLOOR  
14,003 SF GROSS CONDITIONED UPPER FLOOR

SETBACKS, ALL SIDES (B-1): 0' MINIMUM

SURVEY DATA PROVIDED BY R.S. JONES AND ASSOCIATES INC.

# Tenant Occupancy Chart



200 - 204 N Fifth Street  
TENANT LIST AND PARKING REQUIREMENTS

CURRENT STRIPED PARKING: 10 SPACES  
PROJECTED ON-SITE PARKING: 38 SPACES

**CURRENT TENANTS AS OF 10/2021**

ADDRESS	TENANT NAME	USE PER TABLE 6-4-1	CODE	SF	REQ'D
200A North 5th St	A little Bit and More	Retail Sales	1/200 SF	4250	21
200B North 5th St	A & B Health and Wellness	Other Office	1/250 SF	1548	6
202A North 5th St	Speech Stars LLC	Other Office	1/250 SF	1065	4
202B North 5th street	ITrainEm, LLC	Other Office	1/250 SF	833	3
202 C North 5th street	Vacant space	None		5095	
204 A North 5th street	Hidden Physique	Recreational Personal Fitness	1/200 SF	2070	10
204 AB North 5th street	Vacant space	None		3562	
204 AD North 5th street	Vacant space	None		3576	
204 B North 5th street	DbA IT Xpress	Retail Sales	1/200 SF	706	4
204 D North 5th street	IT Xpress	Retail Sales			
204 C North 5th street	The Cardinal Skin & Art Gallery	Barber/Beauty Services?	3/operator	2243	4
204J North 5th street	The Cardinal Skin & Art Gallery	Barber/Beauty Services?			
204E North 5th street	Track Side Barber On 5th	Barber/Beauty Services	3/operator	587	4
204F North 5th street	DbA MJT illustration	Other Office	1/250 SF	358	1
204G North 5th street	Be Alcarria, Makeup Tatooing artist	Barber/Beauty Services	3/operator		4
204H North 5th street	Greater Home Care	Other Office	1/250 SF	310	1
204I North 5th street	US Server Supply Corporation	Other Office	1/250 SF	1202	5

**TOTAL SPACES REQ'D: 68**

**PROJECTED TENANTS (FULL CAPACITY)**

ADDRESS	TENANT NAME	USE PER TABLE 6-4-1	CODE	SF	REQ'D
200A North 5th St	A little Bit and More	Retail Sales	1/200 SF	4250	21
200B North 5th St	A & B Health and Wellness	Other Office	1/250 SF	1548	6
202A North 5th St	Speech Stars LLC	Other Office	1/250 SF	1065	4
202B North 5th street	ITrainEm, LLC	Other Office	1/250 SF	833	3
202 C North 5th street	Vacant space	Other Office	1/250 SF	5095	20
204 A North 5th street	Hidden Physique	Recreational Personal Fitness	1/200 SF	2070	10
204 AB North 5th street	Vacant space	Recreational Personal Fitness	1/200 SF	3562	18
204 AD North 5th street	Vacant space	Retail Sales	1/200 SF	3576	18
204 B North 5th street	DbA IT Xpress	Retail Sales	1/200 SF	706	4
204 D North 5th street	IT Xpress	Retail Sales			
204 C North 5th street	The Cardinal Skin & Art Gallery	Barber/Beauty Services?	3/operator	2243	4
204J North 5th street	The Cardinal Skin & Art Gallery	Barber/Beauty Services?			
204E North 5th street	Track Side Barber On 5th	Barber/Beauty Services	3/operator	587	4
204F North 5th street	DbA MJT illustration	Other Office	1/250 SF	358	1
204G North 5th street	Be Alcarria, Makeup Tatooing artist	Barber/Beauty Services	3/operator		4
204H North 5th street	Greater Home Care	Other Office	1/250 SF	310	1
204I North 5th street	US Server Supply Corporation	Other Office	1/250 SF	1202	5

**TOTAL SPACES REQ'D: 124**



## SITE PHOTOS – (February 5, 2022)



**Front View of western side of existing Buildings Looking Northeast**



**Front View of western side of Buildings looking southeast from E Ruffin Street**



**View of southern end of Buildings looking northwest**



**View of southern rear of Site Looking North (Common line with White Property)**





**View of eastern side of Site @ NC 39 Looking South at Rail Crossing**



**View of North end of the Building & Parking lot looking North**





**View of unimproved parking area looking north**



**View of Graham Street looking east from N Fifth Street**





**View of existing stream looking north**



**View of intersection of Ruffin St & N Fifth Street Looking east**



## AGENDA ITEM #6

### Planning Board Appointment

#### Presenter

Cy Stober, Development Director

#### Applicant

N/A

#### Public Hearing

Yes  No

#### Summary

The City of Mebane Planning Board has one (1) opening for appointment due to a vacancy. This seat's term will expire June 2023.

The opportunity was posted on the City's website, to social media accounts, and legally advertised in the months of January and February 2022. Two applications were received for the position, both of whom reside in the City limits and therefore are eligible residents. The qualifications of all Planning Board nominees are detailed in the attached applications. The City Council may appoint these Planning Board members directly.

#### Financial Impact

N/A

#### Recommendation

Staff recommends that the Council appoint one of the two qualified applicants to the City seat on the Planning Board.

#### Suggested Motion

A motion to appoint \_\_\_\_\_ to the City of Mebane Planning Board, recognizing their qualifications and experience relevant to serving the planning and land use needs of the City of Mebane.

#### Attachments

1. Brian Burtram application.
2. William Chapman application.





# City of Mebane

## Boards and Commissions Application

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. Return this application either in person, by mail, or by fax to the Mebane Municipal Building, 106 East Washington Street, Mebane, NC 27302, Fax (919) 563-9506.

### Personal Information

Name: BRIAN R. BURTRAM

Home Address: 219 EMERSON DR. MEBANE NC 27302

Mailing Address (if different): N/A

Home Phone: 919 568 9718 Business Phone: 919 864 1522

Do you live inside the Mebane City Limits? Yes  No

In Alamance or Orange County? Alamance

### Board Preference

Are you currently serving on a board or commission of the City of Mebane? Yes  No

If so, which one(s)? \_\_\_\_\_

Please list the name(s) of the board(s) to which you are applying or seeking reappointment (you may apply to more than one): Mebane Planning Board

\_\_\_\_\_

\_\_\_\_\_

Why do you wish to serve the City in this capacity? If additional space is needed please attach a separate sheet:

Through my work with homeless ministries in Durham I have developed a keen interest in affordable housing availability. I see the planning board as one of the groups that can have an impact on providing opportunities to all Mebane residents. In addition, I feel that my legal and business training and experience will be beneficial to the planning board.

### Education

Please list your educational background. Include name of all schools attended:

J.D. North Carolina Central School of Law

MBA DUKE UNIVERSITY

B.S. - Accounting Virginia Tech

## Employment

Please list the names and address of your current employer, the title of your current position, and a brief description of your job duties.

Name of Employer: Duke University

Address: 324 Blackwell St., Durham Nc

Title and Duties:

ASSOCIATE DIRECTOR - FINANCIAL SERVICES  
Oversee budget and financial processes for \$40 Million Stores operation  
OVERSEE ALL TECHNICAL SYSTEMS FOR STORES. RESPONSIBLE FOR LONG RANGE  
Planning and business development

## Civic Involvement

Please list the names of all civic organizations in which you currently hold membership:

I have been involved with various organizations over the years.  
Most of these have been faith-based and related to helping homeless  
and underprivileged.

I am currently only serving as the Treasurer for "Meet me at  
The Bridge" ministry in Durham. I also do volunteer legal  
work for individuals on an informal basis.

**Thank you for your interest in appointment to the City of Mebane's Advisory Boards and Commissions. Individuals selected for appointment will be notified by mail within 5 working days from the City Council meeting at which they have been appointed.**

Rec'd 9/20/21



# City of Mebane

## Boards and Commissions Application

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. Return this application either in person, by mail, or by fax to the Mebane Municipal Building, 106 East Washington Street, Mebane, NC 27302, Fax (919) 563-9506.

### Personal Information

Name: WILLIAM CHAPMAN

Home Address: 1521 ST. ANDREWS DRIVE

Mailing Address (if different): \_\_\_\_\_

Home Phone: 919-563-4974 Business Phone: \_\_\_\_\_

Do you live inside the Mebane City Limits? Yes  No

In Alamance or Orange County? ALAMANCE COUNTY

### Board Preference

Are you currently serving on a board or commission of the City of Mebane? Yes \_\_\_\_\_ No

If so, which one(s)? \_\_\_\_\_

Please list the name(s) of the board(s) to which you are applying or seeking reappointment (you may apply to more than one): THE PLANNING BOARD

Why do you wish to serve the City in this capacity? If additional space is needed please attach a separate sheet:

Mebane is the birthplace of my wife, and since we moved here in 1992, it has become my home as well. And I've grown to see and appreciate just how special Mebane is - a small town with a big heart. I know all things must change and that Mebane must grow, but I would like for the city to maintain its "homey feel" as it becomes the home of industry and people who will find it to be special as I did 22 years ago.

### Education

Please list your educational background. Include name of all schools attended:

E.E. SMITH SENIOR HIGH SCHOOL, FAYETTEVILLE, NC

NORTH CAROLINA CENTRAL UNIVERSITY, DURHAM, NC



**Employment**

Please list the names and address of your current employer, the title of your current position, and a brief description of your job duties.

Name of Employer: RETIRED IN 2010 FROM GLAXOSMITHKLINE

Address: RTP, NC

Title and Duties: MANAGER, INTERNAL COMMUNICATIONS  
EDITOR, US PHARMA MAGAZINE

**Civic Involvement**

Please list the names of all civic organizations in which you currently hold membership:

JACK O'KELLEY SERTOMA CLUB, BURLINGTON, NC

CHIEF JUDGE, SOUTH MELVILLE PRECINCT, MEBANE, NC

MENTOR, CLOSING THE ACHIEVEMENT GAP, ABSS

**Thank you for your interest in appointment to the City of Mebane's Advisory Boards and Commissions. Individuals selected for appointment will be notified by mail within 5 working days from the City Council meeting at which they have been appointed.**



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## AGENDA ITEM #7

### DOWNTOWN EXTERIOR IMPROVEMENTS GRANT AWARDS

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**Meeting Date**

March 7, 2022

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**Presenter**

Cy Stober, Development Director

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**Public Hearing**

Yes  No

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**Summary**

Council will consider awarding Downtown External Improvements Grant (DEIG) funds to qualifying applications.

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**Background**

At their November 1, 2021, meeting the Mebane City Council formally adopted the Downtown External Improvements Grant (DEIG) program. The approved budget 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.

An initial submittal deadline was established for February 15, allowing for consideration by the City Council at its March 7 meeting. Any remaining funds not awarded at this meeting will be available for award to qualifying applicants on a first-come, first-served basis, and awarded at the Council's discretion. The grant is provided as an award prior to any activities and as a reimbursement for qualifying expenses, requiring proof of receipts, once work is complete. Applicants must provide a minimum of two quotes for the proposed project.

A full program and application overview power point presentation will be prepared and presented in conjunction with this agenda item.

The City received ten (10) applications by February 15 for eleven properties in Mebane; one application was provided after that date. One of the applications was outside the Downtown District and therefore not eligible for award. Two applications were requesting reimbursement for work already done, which is not permitted, per the grant program requirements adopted by the City Council at the November 1, 2021, meeting.

Many of the applications needed further details to be considered complete, such as a second quote for the proposed project. All applicants were notified of outstanding needs and given until Monday February 28 to provide the necessary materials. Currently, of the eight eligible applications received, two remain incomplete. Upon provision of additional material to complete their application packages, staff will provide them to the City Council for consideration of award.

The City received six (6) qualifying applications, which are attached, to improve the following:

- 108 & 110 West Clay Street: \$6,205 to paint façade and sides of building grey or beige, repaint rear of building beige, and paint metal stair railings black
- 112 West Center Street: \$2,840 to replace rear perimeter fence and bring the fence into conformance with City standards;
- 115 West Clay Street: \$5,943.08 to restore the original leaded glass transom windows, repaint entryways, and install custom window boxes;
- 115 North Fourth Street: \$301.57 to replace the fabric awning;
- 130 West Clay Street: \$1,223.66 to replace storefront tinted glass windows; and
- 203 West Clay Street: \$10,000 to repaint exterior brick, replace fabric awnings, and paint entire building white

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### Financial Impact

Qualifying requests total \$26,513.31, to be awarded at City Council discretion. If all candidate projects are awarded full grant funding, \$23,486.69 will remain in the DEIG pool, available to qualifying applicants on a first-come, first-serve basis and City Council discretion.

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### Recommendation

DEIG awards are made at City Council discretion. All application included are complete and meet the criteria established by the City at the November 1, 2021, meeting.

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### Suggested Motion

Motion to award Project \_\_\_\_\_ in the amount of \_\_\_\_\_.

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### Attachments

1. 108 & 110 West Clay Street application package
2. 112 West Center Street application package
3. 115 West Clay Street application package
4. 115 North Fourth Street application package
5. 130 West Center Street application package
6. 203 West Clay Street application package



# MEBANE DOWNTOWN EXTERIOR IMPROVEMENTS GRANT



## WHAT DOES THE GRANT FUND?

The City will provide a grant in an amount up to 50% of the total cost for approved exterior renovation projects, maximum grant of \$10,000 per property. Grants are limited to one per property each year and fund the following items/work:

- Façade Improvements & Renovations, including:
  - Restoration of original façade;
  - Repairs to external features such as storefronts, trim, cornices, etc.;
  - Painting (see Requirements);
  - Replacement of windows with windows of appropriate style and materials
- Preservation of unique architectural and/or historic properties and/or features
- Permanent art such as murals on exterior walls – does not include window art
- Exterior Seating on private property owned or leased by applicant to serve related Downtown business uses

## GRANT CONDITIONS

- ◇ Properties must be within the area of focus in the City's adopted *Downtown Vision Plan*.
- ◇ Grants are subject to available funding. \$50,000 is available in FY21-22.
- ◇ Property owner is required to contribute a minimum of 50% of funds to the project and will be reimbursed for qualifying expenses upon report that includes total cost of project with copies of paid receipts.
- ◇ All encroachments into City rights of ways and easements subject to City approval
- ◇ A grant must be approved prior to commencement of any construction work, or reimbursement may not be assured.
- ◇ Grants take the form of reimbursements after the fact, which means that all work covered by the grant must be completed and paid for by the owner prior to reimbursement by the grant. Grant applications are subject to fair and impartial review of the merits of the project, completeness of the application, availability of grant funds, and other factors.
- ◇ A project that deviates from the submitted plans without prior City approval will not be eligible for reimbursement of costs.

## APPLICATION AND APPROVAL PROCESS

- ◇ Submit an application to the City of Mebane no later than February 15, 2022.
- ◇ All projects must comply with the requirements of the City of Mebane's ordinances and NC State Building Codes.
- ◇ All rehabilitations on buildings will attempt, as feasible, to follow the "Secretary of the Interior's Standards for Rehabilitation" of commercial buildings (see attached).
- ◇ All applicants must obtain at least two cost estimates for labor and materials and provide copies of each quote attached to the application.
- ◇ All projects shall be delivered 12 months following award.

# Grant Application



Date of Application: 2/27/2022

## APPLICANT INFORMATION

Property Owner Name	Kean Nguyen
Business Owner Name (if different*)	
Business Name	
Phone #	(336) 929-0771
Street Address of Property	108 & 110 W Clay St, Mebane
Applicant's Mailing Address	103 Mamie Ln, Jamestown, NC 27282

\*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:	Rental Properties
Proposed use of building:	
Business Name	
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: <b>Please kindly refer to the attachments in the email for further details.</b>	
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.): <b>Please see the attached quotes.</b>	

## 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:     Kean Nguyen    

Date:   2/27/2022

February 27, 2022

Kean Nguyen  
103 Mamie Ln  
Jamestown, NC 27282

City of Mebane  
106 E. Washington St.  
Mebane, NC 27302

Dear City Council Members,

Enclosed please find my proposal for the City Exterior Improvements Grant Fund for the 2 buildings located at 108 and 110 W. Clay Street.

As noted in the attached proposal, I would like to 1) paint the remaining exterior 3 sides of the building with same beige color existed in the rear of the building or 2) paint all 4 sides of the building with light gray color. However, any trim aesthetic features, upper trim, soffit, gutters, etc. currently painted in white will have a new fresh coat of white paint.

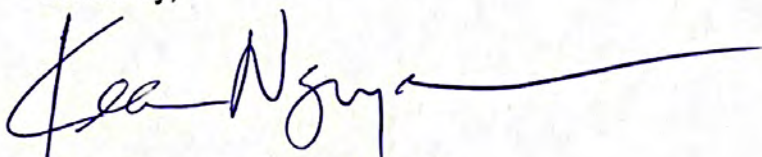
Additionally, the metal rail in the rear of the building needs a new fresh coat of black paint again due to significant rust and paint peeled off.

I do believe the above exterior improvements will greatly extend the life of the building and attract more attention for the City of Mebane overall.

Please don't hesitate to contact me if you have any questions via mobile at (336) 929-0771 or email at Kean711@gmail.com.

Thank you for your time and consideration.

Sincerely,

A handwritten signature in black ink, appearing to read 'Kean Nguyen', with a long horizontal flourish extending to the right.

Kean Nguyen, property owner





110d

Fusion  
Nutrition

919-563-  
110d

JHN-1741  
NORTH CAROLINA

COFFEE.  
TEA.  
PLANTS.  
GOOD PEOPLE.



FILAMENT  
COFFEE & TEA





Martinho's









108a

SEPT 10 11 AM  
MONDAY - SATURDAY  
10AM - 6PM





CertaPro Painters of  
Greensboro, NC  
622-H Guilford College Rd.  
Greensboro, NC 27409  
336-373-9900

Full Worker's Compensation Coverage  
General Liability and Auto

**COMMERCIAL EXTERIOR**  
Job #: JOB-1326-2592  
Date 02/23/2022

## JOB SITE

### Rental Properties - Comm-Ext - JOB-1326-2592

📍 108 and 110 W Clay Street  
Mebane, NC 27362

☎ (336) 929-0771  
✉ kean711@gmail.com

## PREPARED BY

**Chris McAuley**  
Commercial Sales Associate  
☎ (336) 894-8245  
✉ cmcauley@certapro.com

## CLIENT

### Rental Properties

📍 108 & 110 West Clay St  
Mebane, NC 27302

☎ (336) 929-0771  
✉ kean711@gmail.com

## CLIENT CONTACTS

Kean Nguyen  
M: (336) 929-0771  
E: kean711@gmail.com

## PRICING:

Base Price:	\$0.00
A. Paint Exterior Brick (front and both sides) Prime plus 2 coats	\$8,460.00
B. Windows, Trim, Aesthetic Features, Doors, Windows	\$3,200.00
C. Railing (rear of building)	\$750.00
<b>Subtotal:</b>	<b>\$12,410.00</b>
<b>Total:</b>	<b>\$12,410.00</b>
Deposits Due	\$3,723.00
<b>Balance</b>	<b>\$8,687.00</b>

## GENERAL SCOPE OF WORK

Scope of Work:

### A) Brick

1. Pressure wash the brick thoroughly to remove dirt, grime and contaminants
2. Apply a Prime Coat (Sherwin Williams Loxon Primer)
3. Apply (2) coat finish coats (Sherwin Williams Latex A100) with color to match the existing color in rear of the building

### B) Windows, Trim Aesthetic Features, Upper Trim, Soffit and Gutters, Doors, Metal Windows

1. Pressure wash / clean the surfaces to be painted to remove dirt, grim and any failing paint
2. Lightly sand areas to be painted where needed and spot prime as needed with Sherwin William Latex Primer
3. Apply Latex paint (A100) and Sherwin Williams DTM (metal) with color to match existing

### C) Railings

1. Sand to remove failing paint
2. Apply Sherwin Williams Pro Industrial Urethane to match existing color (black) to all railing

Painting the sides of the building will require access to the roof level on both sides to reach the walls. A lift has been included for the brick painting only.



Pressure washing assumes access to running water (spigot). All work to be completed during normal business hours with access to front sidewalk and side building roof.

**SURFACE PREPARATION**

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**STANDARD LEVEL OF PREP**

Unless stated otherwise in pictures and/or text in this proposal, this project is priced to include our standard level of prep. Standard prep does NOT include:

- Wood replacement
- Fixing imperfections that require feather sanding and bondo application.
- Full recaulking if caulk is not failing or missing.
- Resculpting trim and siding where damaged.
- Stripping existing surface coating.

**CLEAN UP**

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We clean up the job site daily, with full cleanup upon project completion. Please be sure to let your sales representative know the most convenient place for us to store ladders, tools and material.

**PROPOSAL AND COLOR SPECIFICATIONS**

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Surface/Item	Product	Paint / Primer Coats	Color
<b>Included Details</b>			
A. Paint Exterior Brick (front and both sides) Prime plus 2 coats			
B. Windows, Trim, Aesthetic Features, Doors, Windows			
C. Railing (rear of building)			

**ADDENDUM - ALL PICTURES**

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Front view of building

**NOTES**

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Thank you for allowing CertaPro the opportunity to provide you with a Proposal for your Project. Our goal from start to finish is to provide you with an excellent painting experience.



**PLEASE CAREFULLY REVIEW ALL OF THE ITEMS AND AREAS INCLUDED AND THOSE EXCLUDED TO ENSURE THERE ARE NO MISUNDERSTANDINGS REGARDING THE PROJECT SCOPE. ANY ITEMS, AREAS, AND COMPONENTS NOT SPECIFICALLY INCLUDED ARE EXCLUDED.**

During your project you will be assigned a Job Site Supervisor (JSS). The JSS is on site to paint, manage the crew and be available to address any of your concerns throughout the project. Our Production Manager also supervises our JSS's to ensure the project is being handled as promised and proceeding on schedule to your satisfaction.

At the end of the project we will fully clean up and walk through the project with you for a final inspection. Any remaining touch ups can be addressed at that time.

Our goals is to receive an excellent review when you evaluate our work. We hope to earn the privilege of doing additional work and for you to recommend us to your family, friends, neighbors and business associates.

CertaPro complies with all local, state and federal laws; including but not limited to the EPA Lead-Safe program. If you suspect lead please notify us immediately.

We would be honored to be awarded your painting project!

**ADDITIONAL NOTES**

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**ROTTING WOOD**

Carpentry estimates are provided for areas that were visible from our ground level inspection and before preparation/scraping. Work beyond the scope described will be brought to the homeowner's attention and will incur additional charges

**NEED HELP WITH COLOR?**

- Go to [colorvisualizer.certapro.com](http://colorvisualizer.certapro.com) to explore colors and apply them virtually to pictures of your choosing
- Pick up color samples from your local paint store and apply to the areas you want to paint (note, there are multiple Shewrin Williams locations throughout the Triad, usually within a few minutes of your location)

**IMPORTANT NOTES:**

- 1) Please be sure our painters can access all surfaces to be painted by removing window screens and trimming and trees/shrubs blocking access.
- 2) Our proposal is priced assuming all portions of the project will be completed at the same time. If the project is broken into multiple phases, additional trip fees and set up charges will apply.
- 3) If the job is scheduled, confirmed by customer and crew is unable to access the property necessitating a return trip, an additional trip fee will apply.

**PAYMENT METHODS AND TERMS:**

\*30% for Mobilization, Materials and Equipment is due at commencement of any job for \$10,000 or more.

Final payment due immediately upon material completion of the project unless otherwise agreed. Please make checks out to

**CERTAPRO PAINTERS**

We gladly accept Visa, Mastercard and American Express, though a 2.5% convenience fee will be added to your project for our office to run this charge.

\*Minimum job size is \$700

In the event our company must institute any action to enforce collection of the outstanding balance due under this agreement, the customer agrees to pay all costs and expenses of such action including, without limitation, reasonable attorney's fees to the extent permitted by law. Payments received more than 30 days after material completion of the job will incur a late fee of 1.25% each month on the balance due.

**SIGNATURES**

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\_\_\_\_\_  
CertaPro Painters Authorized Signature      Date

\_\_\_\_\_  
Authorized Client Signature      Date

\_\_\_\_\_  
Authorized Client Representative Name & Title



Client

**PAYMENT DETAILS**

**Payment is due:** In full upon job completion

Due to the current paint shortage, CertaPro will make every effort to use the specific brand and type of paint specified in this proposal. If that particular finish is not available, CertaPro reserves the right to substitute with an equivalent or better product that is available in order to complete the job in a timely manner.

**COMMERCIAL DEFINITIONS AND CONDITIONS OF THIS CONTRACT**

**RELATIONSHIP** — The individual giving you this proposal is an independent contractor licensed by CertaPro Painters® to use its systems and trademarks to operate a painting franchise. The work will be completed by the independent franchised contractor. Please make any check payable to the franchise shown on the front of this proposal.

**COLORS** — Colors may be chosen by the client prior to commencement of work. If, after the job starts, a color change is required, the independent Contractor will have to charge for time and material expenses incurred on the original color.

**UNFORESEEN CONDITIONS** — Should conditions arise which could not be determined by visual inspection prior to starting work, the client must pay an agreed upon extra for the completion of such work.

**PROPOSAL** — This proposal is valid for 60 days after it was written. In addition, the Independent Franchised Contractor should be informed of your desire to have the work done and receive a signed copy of the proposal before work is to be started.

**ATTENTION CLIENT:**

YOU, THE BUYER, MAY CANCEL THIS TRANSACTION AT ANY TIME PRIOR TO MIDNIGHT OF THE THIRD BUSINESS DAY AFTER THE DATE OF THIS TRANSACTION. SEE THE BELOW NOTICE OF CANCELLATION FOR AN EXPLANATION OF THIS RIGHT. (SATURDAY IS A LEGAL BUSINESS DAY IN CONNECTICUT.) THIS SALE IS SUBJECT TO THE PROVISIONS OF THE HOME SOLICITATION SALES ACT AND THE HOME IMPROVEMENT ACT. THIS INSTRUMENT IS NOT NEGOTIABLE.

**NOTICE OF CANCELLATION**

YOU MAY CANCEL THIS TRANSACTION, WITHOUT ANY PENALTY OR OBLIGATION, WITHIN THREE BUSINESS DAYS FROM THE ABOVE DATE. IF YOU CANCEL, ANY PROPERTY TRADED IN, ANY PAYMENTS MADE BY YOU UNDER THE CONTRACT OR SALE, AND ANY NEGOTIABLE INSTRUMENT EXECUTED BY YOU WILL BE RETURNED WITHIN TEN BUSINESS DAYS FOLLOWING RECEIPT BY THE SELLER OF YOUR CANCELLATION NOTICE, AND ANY SECURITY INTEREST ARISING OUT OF THE TRANSACTION WILL BE CANCELLED. IF YOU CANCEL, YOU MUST MAKE AVAILABLE TO THE SELLER AT YOUR RESIDENCE IN SUBSTANTIALLY AS GOOD CONDITION AS WHEN RECEIVED, ANY GOODS DELIVERED TO YOU UNDER THIS CONTRACT OR SALE; OR YOU MAY, IF YOU WISH, COMPLY WITH THE INSTRUCTIONS OF THE SELLER REGARDING THE RETURN SHIPMENT OF THE GOODS AT THE SELLER'S EXPENSE AND RISK. IF YOU DO MAKE THE GOODS AVAILABLE TO THE SELLER AND THE SELLER DOES NOT PICK THEM UP WITHIN TWENTY DAYS OF THE DATE OF CANCELLATION, YOU MAY RETAIN OR DISPOSE OF THE GOODS WITHOUT ANY FURTHER OBLIGATION. IF YOU FAIL TO MAKE THE GOODS AVAILABLE TO THE SELLER, OR IF YOU AGREED TO RETURN THE GOODS AND FAIL TO DO SO, THEN YOU REMAIN LIABLE FOR PERFORMANCE OF ALL OBLIGATIONS UNDER THE CONTRACT. TO CANCEL THIS TRANSACTION, MAIL OR DELIVER A SIGNED AND DATED COPY OF THIS CANCELLATION NOTICE OR ANY OTHER WRITTEN NOTICE, OR SEND A TELEGRAM TO:

Name of Seller **CertaPro Painters of Greensboro, NC**

DATE OF TRANSACTION \_\_\_\_\_

NOT LATER THAN MIDNIGHT OF \_\_\_\_\_

I HEREBY CANCEL THIS TRANSACTION

(Buyer's Signature)

(Date)

**LIMITED TWO YEAR WARRANTY**

Subject to the limitation set forth below, for a period of 24 months from the date of completion of the work described on the front of this contract, the Independent Franchise Owner named on the front of this contract (the "Contractor") will repair peeling, blistering or chipping paint resulting from defective workmanship.

THIS LIMITED WARRANTY DOES NOT COVER:



- Any work where the Contractor did not supply the paint or other materials.
- Any work which was not performed by the Contractor.
- Varnished surfaces.
- Surfaces made of, or containing, galvanized metal.
- The cost of paint required to perform the repairs.
- Repairs to horizontal surfaces or any surface that, by virtue of its design permits moisture to collect. Surfaces include, but are not limited to, decks, railings, stairs, porches, roofs and wood gutters.
- Exact paint match as environmental conditions will affect the color and finish of all paints over time.
- Any repairs which are necessitated as a result of a defect in the paint regardless of whether the paint was supplied by the Contractor or the customer.
- Bleeding caused by knots, rust or cedar.
- Cracks in drywall, plaster or wood.
- Peeling, blistering or chipping where they are caused by:
  - mill-glazing from smooth cedar
  - ordinary wear and tear.
  - abnormal use or misuse.
  - peeling of layers of paint existing prior to the work performed by the Contractor.
  - structural defects.
  - settling or movement.
  - moisture content of the substrate.
  - abrasion, mechanical damage, abrasive cleaning, abuse or damage resulting from use of chemicals or cleaning agents or exposure to harmful solids, liquids or gases.
  - damage or defects caused in whole or in part by reason of fire, explosion, flood, acts of God, extreme weather conditions, misuse, alteration, abuse, vandalism, negligence, or any other similar causes beyond the control of the Contractor.

Repairs under this limited warranty will be performed only on the specific areas where peeling, blistering or chipping has occurred and only to the level of surface preparation described in the preparation section of the Contract.

FOR THIS WARRANTY TO BE VALID, YOU MUST:

- Pay the full contract price.
- Retain a copy of the original contract.
- Retain a copy of your cancelled check or other evidence of payment in full.
- Pay for all materials used to perform the repairs.
- Make the property accessible to the Contractor, or his employees, to perform the repairs.

THIS LIMITED WARRANTY IS THE ONLY EXPRESS WARRANTY MADE BY THE CONTRACTOR AND IS IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED. THIS WARRANTY COVERS ONLY THOSE SERVICES PROVIDED BY THE CONTRACTOR TO THE ORIGINAL PURCHASER NAMED ON THE FRONT OF THIS CONTRACT. IN NO EVENT SHALL THE CONTRACTOR BE LIABLE FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES IN EXCESS OF THE ORIGINAL CONTRACT PRICE. THIS WARRANTY MAY NOT BE ALTERED OR EXTENDED FOR ANY PURPOSE UNLESS DONE SO IN WRITING IN A DOCUMENT EXECUTED BY ALL PARTIES TO THIS CONTRACT.

This warranty gives you specific legal rights. Some jurisdictions do not allow limitations on how long an implied warranty lasts, so the above limitation may not apply to you. Some jurisdictions do not allow the exclusion or limitation of incidental or consequential damages, so the above limitations or exclusions may not apply to you.

For warranty service, you should contact your Contractor to schedule an inspection of your property by calling CertaPro Painters® at 800.462.3782.





## Roca's Painters LLC

217 Mace Road | Mebane, North Carolina 27302  
919-568-2003 | rocas.painters@gmail.com | <https://rocaspainters.com>

**RECIPIENT:**

**Kean Nguyen**

108 West Clay Street  
Mebane, North Carolina 27302  
Phone: (336)-929-0771

**Quote #2816**

Sent on Jan 18, 2022

**Total \$34,350.00**





# Roca's Painters LLC

217 Mace Road | Mebane, North Carolina 27302  
 919-568-2003 | rocas.painters@gmail.com | https://rocaspainters.com

PRODUCT / SERVICE	DESCRIPTION	QTY.	UNIT PRICE	TOTAL
Estimate #1	<p>EXTERIOR PAINTING:            PRIME AND PAINT BRICK, SOFFITS,            WINDOWS AND LINTELS AT FRONT, RIGHT            SIDE AND LEFT SIDE OF BUILDING.            Light pressure wash and paint the exterior of the            building.            Protect work areas to avoid damage to furniture,            plants, etc            Pressure wash areas to be coated (remove surface            debris, mold, mildew, oxidation).            Use Bleach products.            The ratio used 3:1.            Bleach-free product is available at additional cost.</p> <p>Inspect work area; review any damaged areas,            rotten wood. Discuss with the homeowner.            Remove downspouts to paint behind if needed.            Apply one coat of primer/sealer/block filler at brick.</p> <p>Use Perma Crete 4-603XI Primer by PPG paint or            Loxon primer.            Apply one coat of paint.            Light point up small cracks and holes.            Use elastomeric caulk.            Use SunProof by PPG paints or SuperPaint by            Sherwin Williams.            Spot prime areas as needed.            Apply paint by sprayer and backrolled as needed.</p> <p>Suggested sheen: Satin or flat.            Clean windows by hand at the end of the job            (outside only).            Remove all job-related debris and materials and            leave in broom-clean condition.            Materials and labor are included.</p> <p>NOTES:            Paint aluminum window frames.            Apply one coat of oil-based primer at lintels at front            of the building.            The owner will get permission to the other            buildings (left and right) to climb up there and lean            ladders onto walls: drop cloths will be used as            surface protection to prevent drops, drips, etc.</p> <p>OPTIONAL. \$4,500            PAINT AND COLOR MATCH BACK SIDE OF            THE BUILDING.</p> <p>IF ESTIMATE #1 + OPTIONAL ARE APPROVED            AT SAME TIME, \$400 OFF</p>	1	\$20,900.00	\$20,900.00





# Roca's Painters LLC

217 Mace Road | Mebane, North Carolina 27302  
919-568-2003 | rocas.painters@gmail.com | <https://rocaspainters.com>

PRODUCT / SERVICE	DESCRIPTION	QTY.	UNIT PRICE	TOTAL
Estimate #2	<p>EXTERIOR PAINTING: PAINT WHITE TRIM AT FRONT OF THE BUILDING. Light pressure wash areas to be coated. Protect work areas to avoid damage to furniture, plants, etc Pressure wash areas to be coated (remove surface debris, mold, mildew, oxidation). Use Bleach products. The ratio used 3:1. Bleach-free product is available at additional cost.</p> <p>Inspect work area; review any damaged areas, rotten wood. Discuss with the homeowner. Remove downspouts to paint behind if needed. Apply one coat of paint (same color). Light point up small cracks and holes. Use elastomeric caulk. Use SunProof by PPG paints or SuperPaint by Sherwin Williams. Spot prime areas as needed. Apply paint by hand brush/roller as needed. Suggested sheen: Satin or flat. Clean windows by hand at the end of the job (outside only). Remove all job-related debris and materials and leave in broom-clean condition. Materials and labor are included.</p> <p>NOTES: Paint aluminum window frames. Apply one coat of oil-based primer at lintels at front of the building.</p>	1	\$4,950.00	\$4,950.00





# Roca's Painters LLC

217 Mace Road | Mebane, North Carolina 27302  
 919-568-2003 | rocas.painters@gmail.com | https://rocaspainters.com

PRODUCT / SERVICE	DESCRIPTION	QTY.	UNIT PRICE	TOTAL
Estimate #3	<p>PRIME AND PAINT ALL METAL RAILING ON BACK SIDE OF THE BUILDING.            Light pressure wash areas to be coated.            Protect work areas to avoid damage to furniture, plants, etc            Pressure wash areas to be coated (remove surface debris, mold, mildew, oxidation).            Use Bleach products.            The ratio used 3:1.            Bleach-free product is available at additional cost.</p> <p>The homeowner is responsible for trimming bushes, plants, etc at working areas.            Inspect work area; review any damaged areas, rotten wood. Discuss with the homeowner.            Remove downspouts to paint behind if needed.            Scrape, sand, and/or feather as needed to prepare the surface.            Use Pro Industrial Pro Cryl Universal primer by Sherwin Williams.            Use Pro Industrial Water-based Alkyd Urethane by Sherwin Williams.            (Equivalent will be Rust-Oleum products, depending on availability due to shortage of paints/primers).            Apply one coat of primer and paint.            Spot prime areas as needed.            Apply paint by hand brush/roller as needed.            Suggested sheen: Satin or gloss.            Remove all job-related debris and materials and leave in broom-clean condition.            Materials and labor are included.</p>	1	\$8,500.00	\$8,500.00

**Total** **\$34,350.00**

INSURANCE: Roca's Painters LLC has Liability Insurance and it is available upon your request.

LIMITED WARRANTY: Roca's Painters LLC guarantees that all work executed under this contract will be free of defects in materials and workmanship for one year from the date of final acceptance, Any warranties for parts or materials are subject to manufacturer terms on such products.

This warranty excludes, and in no event Roca's Painters LLC will be responsible for, consequential or incidental damages caused by accident or abuse, temperature changes, settlement, or moisture (including cracks caused by expansion and/or contraction).





## Roca's Painters LLC

217 Mace Road | Mebane, North Carolina 27302  
919-568-2003 | rocas.painters@gmail.com | <https://rocaspainters.com>

### Notes Continued...

The homeowner is responsible to move electronics and breakable things from areas where our crew is painting. Pictures hung on walls will need to be taken down by the homeowner.

**WORK STANDARD:** All work is to be completed in a manner according to standard practices. Roca's Painters LLC will remain on job premises until the completion of the project. The worksite will be cleaned daily and upon project completion. All agreements may be delayed or suspended temporarily upon unforeseeable and/or force major events.

**CHANGE ORDERS:** This estimate is a proposal and your acceptance is subject to Roca's Painters LLC approval in order to make this contract bidding.

Any deviation from the above quote involving a change in the scope of work or any additional costs will be executed only with a written change order signed and dated by both the Company and Homeowner. Roca's painters LLC workers will not take additional work without the approval of the project manager and a signed revised estimate.

**COST:** Roca's Painters LLC provide "Materials and Labor" (unless otherwise specified, for example "Labor only")

**PAYMENT:** Acceptable forms of payment are cash, check, money order, or credit card. (Processing fee will be applied) the total on this Estimate is due on the last day of the job. Partial payments will be requested when the job lasts longer than 7 days.

The agreement must be signed before we start the project. Projects require a 20% deposit (non-refundable) to secure a start date for the job.

**CONDITIONS:** This proposal is valid for 30 days. Roca's painters LLC reserves the right to withdraw this proposal or requote the project if contract acceptance is beyond 30 days. The start date will be agreed upon verbally, by text message, or via email. This estimate includes up to three colors. Additional color will be charged with an additional \$125 per color.

**ACCEPTANCE OF ESTIMATE:** Customer to indicate acceptance of this estimate by signing below- within 30 days of the date of the estimate. Roca's Painters LLC must have a signed estimate to secure a start date for the job along with the 20% deposit payment (non-refundable)

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



# Grant Application



Date of Application: 2-8-22

## APPLICANT INFORMATION

Property Owner Name	WELCOME FINANCE COMPANY, INC
Business Owner Name (if different*)	
Business Name	WELCOME FINANCE COMPANY, INC
Phone #	919-563-5501
Street Address of Property	112 W CENTER ST.
Applicant's Mailing Address	112 W CENTER ST. MEBAHE NC 27307

\*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:	FINANCE COMPANY
Proposed use of building:	SAME
Business Name	WELCOME FINANCE COMPANY, INC

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:

REMOVE 10' FENCING THAT IS OLD & WORN WITH 8' TALL WESTERN RED CEDAR - SEE ATTACHED PICS. FENCING IS VISIBLE FROM CENTER STREET.

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.):

\$ 698500 - ONLY ESTIMATE I COULD GET BECAUSE THEY HAVE

## CHECKLIST FOR COMPLETE APPLICATION

to access Whiskey Sours to see posts.

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: [Signature]

Date: 2-8-22



# ALAMANCE FENCE COMPANY, INC.

1223 VAUGHN ROAD P. O. BOX 372

BURLINGTON, NC 27216

PHONE: 336-228-8274 FAX: 336-229-7797

Welcome Finance  
TJ Britt  
112 W. Center Street  
Mebane, NC 27302

February 4, 2022

Alamance Fence Company, hereafter called Company, and the above named hereinafter referred to as Customer, do hereby enter into this contract in Accordance with terms and stipulations as follows:

The customer agrees to clear all property for construction of fence and properly mark with stakes or otherwise, unless so stipulated differently in writing on this agreement. The company assumes no responsibility for underground obstructions such as wires, pipes, etc. unless customer notifies agent and notation in writing is made on this agreement. Customer is responsible for locating property lines. The company is not responsible for underground sprinkler lines.

Replace approximately 61' of existing 10' tall wood fence with 8' tall western red cedar (6" dog ear boards) privacy fence with 4 x 4 posts and 2 x 4 braces (4 braces per section).

Remove existing wood fence.

**Total Price: \$6,985.00**

**Terms: Due upon completion.**

**Building permit: by owner**

**All credit card charges are subject to a 3% processing fee.**

I, (We), the customer, promise to pay the company, or order, the balance due as shown above. The term, due upon completion, unless otherwise stipulated shall be construed to mean net cash within 10 days. A service charge of 1 1/2% of the unpaid balance will be added after 10 days and each 30 days thereafter.

Performance by the contractor in this agreement is made subject to labor strikes, fires, wars, acts of God and the contractors' ability to obtain materials.

This order constitutes the entire agreement between customer and company and the company assumes no responsibility for any oral agreements between salesman and customer.

This contract may be terminated only by agreement with the company, in which case the customer will notify the company in writing. The customer will be responsible for all obligations accrued. The company reserves the right to make additional charges to the customer in the event unusual ground conditions such as rock formation impedes the installation herein described. Such additional charges shall be based on actual additional labor required to complete installation under the circumstances.

Accepted: \_\_\_\_\_ Estimator: Mike Chandler

Date: \_\_\_\_\_ Thank you!

Please sign and return.

Quote valid 5 days





1910 Payne Road • Graham, NC 27253  
www.fenceworks.pro

Mike Hicks  
Owner

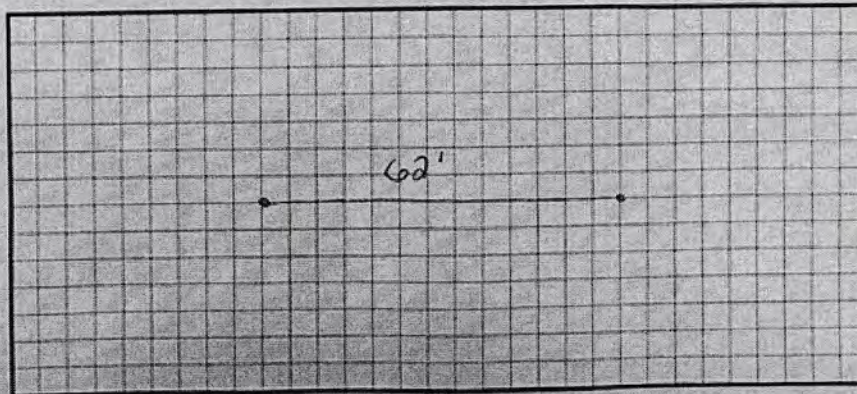
Burlington, NC - 336-534-8664  
Raleigh, NC - 919-272-2044

Welcome Finance Co.

Tracy Sowers 336-269-4217 Date 2/22/22  
113 North Fourth St / 112 W Center St  
Mebane NC INVOICE NO.

Quantity	Description	Amount
62 FT	8 foot tall standard privacy put braces every other post	
	also tear down 62 foot and haul off	
		\$5680
Please Pay From This Invoice.		Sub Total
We Appreciate Your Business!		Tax
		TOTAL

Due Within 10 Days





# WOODEN FENCE CHOICES



**Visit site**



# Why Western Red Cedar IS the PREMIER CHOICE for your wood fence.

Posted on November 3, 2014

Why Western Red Cedar IS the PREMIER CHOICE for your wood fence.

Your home is the investment that brings safety and security to you and your family. A good fence is one that enhances your outdoor living space while providing boundary and backdrop to your home's environment. A good fence will provide years of protection and beauty. Many have said that "Good fences make good neighbors too."

Western Red Cedar has been the preferred choice in wood fence design for decades. A naturally durable choice, Western Red Cedar has many attributes that make it well suited for outdoor living, including:

- Western Red Cedar is stable, stays flat, and performs in fencing better
- The natural resins, or tannins in the wood, help resist mildew and insects
- Western Red Cedar has a knotty structure that's especially well suited for fencing
- The boards are textured and graded on both faces for uniform and even performance
- A properly installed Western Red Cedar fence should last 20 years.

Today, most of the forests that are the source for your cedar fencing were once cut by your grandparents' generation, and represent the natural re-growth that has made Western Red Cedar self-sustaining.

It's a hardy species; one that regenerates naturally and does not need to be replanted after logging. Good forestry practices today ensure that we'll have more trees tomorrow; for our children and their children too.



I've been supplying wood products to builders and homeowners for 30+ years now, and have provided many different wood species, including redwood, fir and pine. Western Red Cedar has changed a bit over the decades, as the harvest has moved towards sustainable forests and forestry practices. It still remains a good choice; a practical one, a sustainable one, an attractive one, and a durable one. You'll do well to make Western Red Cedar the fencing choice for yours.



# MEBANE DOWNTOWN EXTERIOR IMPROVEMENTS GRANT



## WHAT DOES THE GRANT FUND?

The City will provide a grant in an amount up to 50% of the total cost for approved exterior renovation projects, maximum grant of \$10,000 per property. Grants are limited to one per property each year and fund the following items/work:

- Façade Improvements & Renovations, including:
  - Restoration of original façade;
  - Repairs to external features such as storefronts, trim, cornices, etc.;
  - Painting (see Requirements);
  - Replacement of windows with windows of appropriate style and materials
- Preservation of unique architectural and/or historic properties and/or features
- Permanent art such as murals on exterior walls – does not include window art
- Exterior Seating on private property owned or leased by applicant to serve related Downtown business uses

## GRANT CONDITIONS

- ◇ Properties must be within the area of focus in the City's adopted *Downtown Vision Plan*.
- ◇ Grants are subject to available funding. \$50,000 is available in FY21-22.
- ◇ Property owner is required to contribute a minimum of 50% of funds to the project and will be reimbursed for qualifying expenses upon report that includes total cost of project with copies of paid receipts.
- ◇ All encroachments into City rights of ways and easements subject to City approval
- ◇ A grant must be approved prior to commencement of any construction work, or reimbursement may not be assured.
- ◇ Grants take the form of reimbursements after the fact, which means that all work covered by the grant must be completed and paid for by the owner prior to reimbursement by the grant. Grant applications are subject to fair and impartial review of the merits of the project, completeness of the application, availability of grant funds, and other factors.
- ◇ A project that deviates from the submitted plans without prior City approval will not be eligible for reimbursement of costs.

## APPLICATION AND APPROVAL PROCESS

- ◇ Submit an application to the City of Mebane no later than February 15, 2022.
- ◇ All projects must comply with the requirements of the City of Mebane's ordinances and NC State Building Codes.
- ◇ All rehabilitations on buildings will attempt, as feasible, to follow the "Secretary of the Interior's Standards for Rehabilitation" of commercial buildings (see attached).
- ◇ All applicants must obtain at least two cost estimates for labor and materials and provide copies of each quote attached to the application.
- ◇ All projects shall be delivered 12 months following award.



# Grant Application



Date of Application: \_\_\_\_\_

## APPLICANT INFORMATION

Property Owner Name	Joy Albright
Business Owner Name (if different*)	Kelli Potter
Business Name	Solgarden
Phone #	919 619 1499
Street Address of Property	115 N 4th Street
Applicant's Mailing Address	Same

\*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:	Retail Gift Shop
Proposed use of building:	Same
Business Name	Solgarden
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: I am replacing the awning. As you can see the existing awning has a lot of damage to the canvas.	
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.): See attached for 2 estimates. The company I am using is Shady Deal.	

## 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: \_\_\_\_\_

Kelli A Potter

Date: \_\_\_\_\_

2/12/22





**Soljarden**  
Monday: 12noon - 7pm  
Tues - Fri: 10am - 7pm  
Saturday: 10am - 6pm  
Sun: 12noon - 5pm

**OPEN**





# Quote



**Shady Deals Awnings & More LLC**  
413 Collinwood Drive Burlington NC 27215  
Terence Gentry (336) 266-3287

Date: 02/14/2022  
Quote No.: 10303

**Bill To:**  
Solgarden (Kelly Patter)  
115 N. 4th St.  
Mebane NC 27302

**Ship To:**  
115 N. 4th St.  
Mebane NC 27302

Qty	Item	Description	Unit Price	Total
1	Concave Awning	44' W X 49" D X 36" P with lose Valance	\$565.00	\$565.00

Subtotal \$565.00  
Alamance County \$38.14  
**Total \$603.14**

recover with brown Sunbrella fabric

**Please contact us for more information about payment options.**

**Thank you for your business.**



---

**West Awning LLC quote Re: Repair**

---

**Trevor West** <westawning@att.net>  
To: Kelli Potter <mysolgarden@gmail.com>

Tue, Feb 1, 5:27 PM

Hi Kelli,

Were you referred to us by anyone specific? Something like this recovered with an all-sewed cover bypassing all the staple grooves and vinyl plastic insert would cost ballpark \$1198-\$1398 plus tax which includes a trip from Raleigh to take down and a trip from Raleigh to reinstall. The awning would need to be in our shop for a while to pattern and fit the canvas due to the concave style.

Thank you,

Trevor West  
**West Awning, LLC**  
919-801-6466  
[westawning.com](http://westawning.com)

Prices do not include permitting or engineering unless noted in the above quote.

On Tuesday, February 1, 2022, 03:54:29 PM EST, Kelli Potter <mysolgarden@gmail.com> wrote:

Hi

I have a retail store, Solgarden, in downtown Mebane at 115 North Fourth Street. The fabric on my awning needs replacing. This entrance is actually on the Clay Street side since we sit on a corner. I would appreciate an estimate. Thank you!



Yesterday 2:18 PM

Hi Joy,  
Could you please respond to this text giving your permission for the awning to be replaced. The city needs to know that it is ok with you that I replace it. Thank you!

Today 10:58 AM

That is positively wonderful.  
You are an asset to downtown.



Color per email dated 2/18/22

Hi Diane!

Will this suffice? The color will be as close to the one in the picture as possible based on what they have available. Thank you!



# Grant Application

RECEIVED  
FEB 15 2022



Date of Application: 02/14/22

## APPLICANT INFORMATION

Property Owner Name	Bill Bamberger
Business Owner Name (if different*)	
Business Name	Packard Cabinetry (1st floor tenant)
Phone #	919-619-3400
Street Address of Property	115 W. Clay St. (1st floor) and 115-A W. Clay St. (2nd floor)
Applicant's Mailing Address	117 Pinecrest Road, Durham, NC 27705

\*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:	1st floor: retail 2nd floor: residential
Proposed use of building:	no change of use
Business Name	
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 seeking funds to refurbish the front facade of this 1920s row building. Specifically: to restore the original leaded glass transom window above the storefront, to build a matching window for the transom about the 2nd floor entryway, and to repaint the both entryways and the custom window boxes. The transom is one the few original leaded glass transoms, with prismatic glass, remaining in downtown Mebane.	
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.):  \$11,886.16	

## 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: William L Bamberger

Date: 2/15/22



RECEIVED



Note: Paint color for main entry door



www.packardcabinetry.com

## STYLE GUIDE

### LOGO VARIANTS

Primary



www.packardcabinetry.com

New York



www.packardcabinetry.com

North Carolina



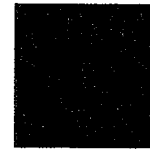
www.packardcabinetry.com

Gradient Background



### COLOR PALETTE

Pantone+ CMYK Coated

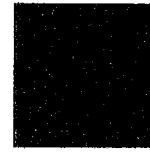


54-16C

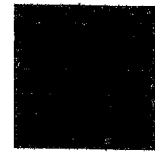


179-16C

CMYK

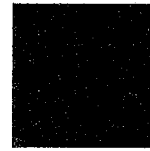


0,97,80,54



0,0,0,100

RGB

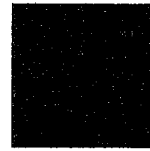


129,36,45



35,31,32

Hexadecimal (Web)



#81242D



#000000

### MINIMUM SIZE



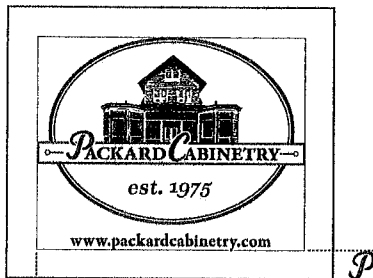
www.packardcabinetry.com

1.5 inches  
(print)

125 pixels  
(web)

### CLEAR SPACE

There must be a space at least the height of the "P" in "Packard" between the logo & any other object.



Ⓢ

### TYPOGRAPHY

Logo

ADOBE GARAMOND PRO  
(BOLD)









Carolina  
Stained Glass

3305 Guess Road • Durham, NC 27705  
phone: 919-620-8117 fax: 919-620-7956  
www.carolinastainedglass.com • suziegeyer@carolinastainedglass.com

Invoice

Date	Invoice #
2-14-22	

Estimate

Bill To Bill Bamberger 115 West Clay St Mebane, NC 27302	Ship To
---	---------

PO Number	Terms	Rep	Ship	Via	F.O.B.	Project
Quantity	Item Code	Description			Price Each	Amount
4		approx 52" x 40 1/2" prismatic glass tile transom panels. disassemble, clean paint re-assemble using zinc came owner to remove panels & deliver to studio & re-install & provide replacement glass tiles			4000.00	16,000.00
1		build new transom panel approx 40 1/2" x 42 3/4" using prismatic glass tiles & zinc owner to provide glass tiles				2000.00
		Sales tax				1350.00
					<b>Total</b>	<b>19,350.00</b>







# American Precision Building

## Estimate for,

Bill Bamberger  
115 West Clay Street  
Mebane, N.C. 27302

## Scope of work for demo.

1. Demo of any and all window casing materials that are damaged in transom above store front and stair well due to water damage causing rot, dry-rot, etc.
2. Removal of three existing lead glass panels to be packed for shipping.
3. Remove window stop and plexiglass of double doors for stair well.
4. Install temporary frame and plywood in doors and transoms to secure building.

## Material

Cost : 536.88

6 sheets of 4×8 ¾ plywood  
8 2×4 96" studs  
2 sheets of 4×8 ¾ foam board  
1 box of 1 ¼ screws

## 20 Man hours

Cost : 1,500.00

## Scope of work to build new cased opening for window transom

1. Mill 100 linear feet of interior window stop to match 1920' store front.
2. Mill 80 linear feet of exterior window stop to match 1920' store front.
3. Mill 20 linear feet of custom beveled window stop.
4. Build new transom with beveled window stop for led glass above store front.

## Material

Cost: 1,018.64

68 linear feet of 5/4 white oak  
68 linear feet of ¾ white oak  
3 rolls of PVC window wrap

## 24 hours Shop build time

Cost: 1800.00

## Store front install

1. Install new window transom above store front
2. Install reworked lead glass panels into window transom with interior stop
3. Install new glass in stairwell transom with interior stop.
4. Install new glass in stairwell doors with interior stop.
5. Caulk and paint to match existing exterior molding.

## 24 Man hours

Cost: 2,160.00

Total cost: \$7,015.52

Johnny Lees Staton  
919-923-2851  
johnnyleestaton@hotmail.com









# Estimate

2202-1009-1201  
2022-02-14

Gonzalez Painters & Contractors Inc  
4301 Bennett Memorial Rd  
Durham NC 27705  
gonzalez@fgpainting.com  
919-477-6058

Bill Bamberger  
115 W Clay St  
Mebane NC 27302  
bill@billbamberger.com  
919-619-3400

115 W Clay St, Mebane, NC, 27302

<u>Description</u>	<u>Total</u>
<u>Exterior paint</u>	\$2,150.00
<ul style="list-style-type: none"> <li>Apply 2 coats of paint at the following areas</li> </ul>	
2 front doors	
1 ceiling	
2 floors sections	
3 plant boxes	
<ul style="list-style-type: none"> <li>General Prep work</li> </ul>	
Clean surfaces to be painted	
Light sand surfaces to be painted	
Use Sherwin-Williams Latitude for the doors, ceiling and plant boxes	
Use Tread Plex for the Floors	
<u>Discount per Eduardo</u>	\$-200.00

*Total*     \$1,950.00

**Compensation.** Client shall pay as set forth above. Price is subject to change, with customer's approval.

**Invoicing & Payment.** Invoice is sent to the customer upon completion of the work. The invoice payment due date is upon receipt of invoice. A late payment fee of 1% per month will be charged on unpaid balances after the invoice payment due date.

On jobs above \$8,000.00 dollars, GPC will require a partial payment of 35% on front and the balance by the end of the project when job is completed, previous inspection with customer and project manager

Signature \_\_\_\_\_ Date \_\_\_\_\_

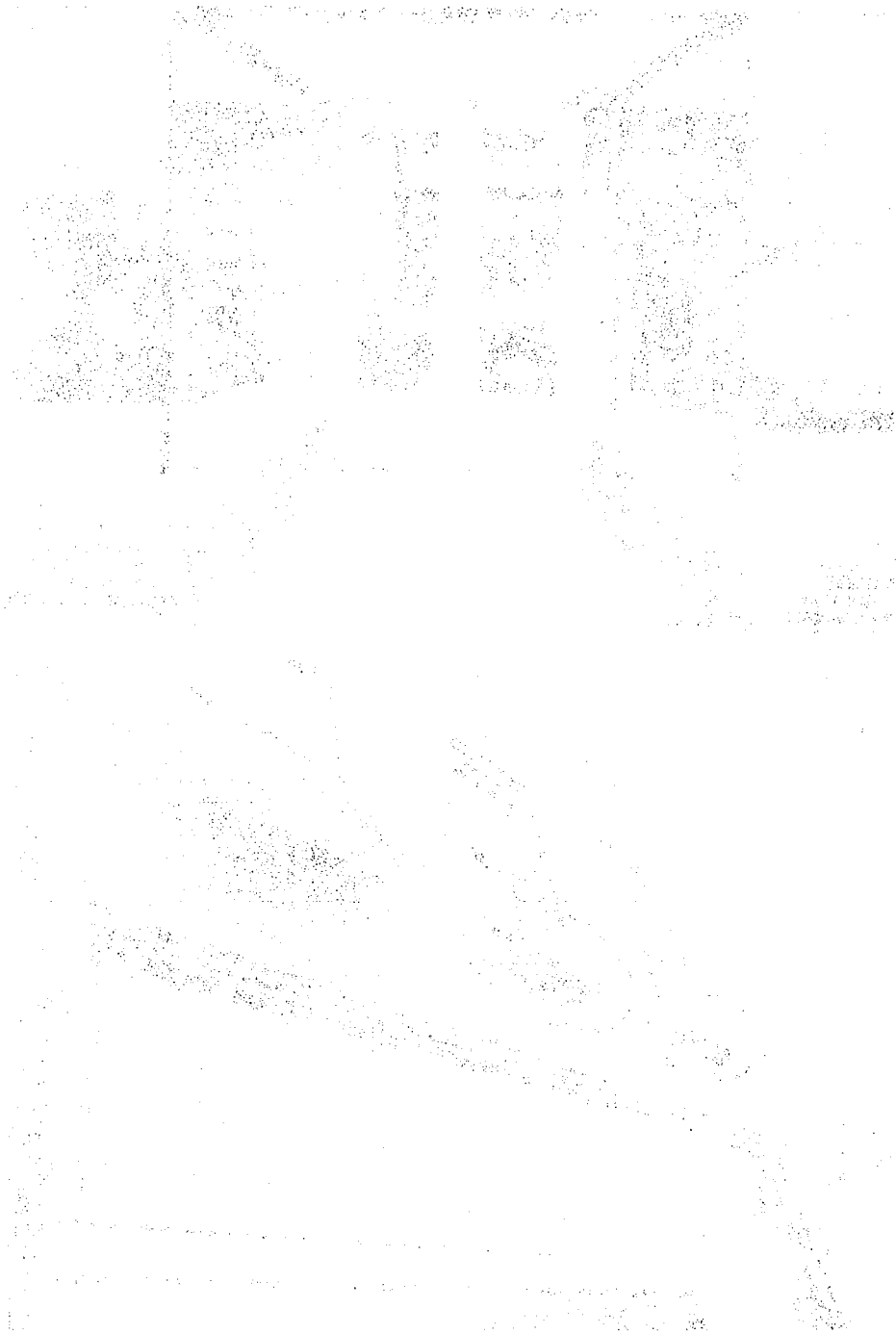


















The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry should be supported by a valid receipt or invoice. This ensures transparency and allows for easy verification of the data.

In addition, the document highlights the need for regular audits. By conducting periodic reviews, any discrepancies can be identified and corrected promptly. This proactive approach helps in maintaining the integrity of the financial information.

Furthermore, it is advised to use standardized accounting practices. This includes following established guidelines for recording and reporting. Consistency in these practices is crucial for providing reliable and comparable financial statements.

The document also touches upon the role of technology in modern accounting. It suggests that utilizing accounting software can significantly reduce the risk of human error and streamline the data entry process. However, it also notes that proper training and security measures are essential when adopting such technologies.

Finally, the document concludes by stating that a strong internal control system is the foundation of sound financial management. This system should encompass all aspects of the accounting process, from initial recording to final reporting, to ensure the highest level of accuracy and accountability.

The second part of the document provides a detailed overview of the various components that make up a comprehensive financial statement. It begins with the balance sheet, which shows the company's assets, liabilities, and equity at a specific point in time.

Next, it discusses the income statement, which details the company's revenues, expenses, and net income over a defined period. This statement is critical for understanding the company's operational performance and profitability.

The document also covers the cash flow statement, which tracks the inflows and outflows of cash and cash equivalents. This helps in assessing the company's liquidity and its ability to generate sufficient cash to meet its obligations.

Additionally, it mentions the statement of retained earnings, which shows the changes in the company's retained earnings over time. This is particularly important for shareholders and investors who are interested in the company's long-term financial health.

The document concludes this section by noting that each of these statements is interconnected and provides a different perspective on the company's financial position. Together, they form a complete picture that is essential for informed decision-making by management and external stakeholders.

In summary, the document serves as a guide for ensuring the accuracy and reliability of financial reporting. It provides practical advice on record-keeping, auditing, and the use of technology, all aimed at enhancing the quality of financial data.

By adhering to the principles and practices outlined in this document, organizations can build trust with their stakeholders and ensure the long-term success of their financial operations.











**Initial estimate for Restoring a Prismatic Glass Window - 115 West Clay Street, Mebane, NC**

Date of estimate: 15 February 2022  
 Glass Restoration Solutions (GRS)  
 A. Keith Oliphant  
 919.395.7507

**Rebuild one large rectangle window**

<b>Total Renovation Cost Summary</b>	<b>\$4,139.78</b>
<b>Replacement Glass Tiles (No Markup)</b>	<b>\$400.00</b>
Zinc (No Markup)	\$308.03
Labor	\$3,106.68
Miscellaneous (No Markup)	\$203.80
Mileage (No Markup)	\$121.26

**Cost Detail**

<b>Replacement Glass Tiles (No Markup)</b>	Qty	Cost per Tile	Ext. Amount	Shipping Cost	Total
Dew drops or Waves	20	\$20.00	\$400.00	\$0.00	\$400.00

<b>Zinc (No Markup)</b>	Qty	Unit Cost	Ext. Amount	Shipping Cost	Total
Single pieces of Zinc 6' long					
7/32" H Zinc 6'	54	\$3.44	\$185.97	\$0.00	\$185.97
3/4" U Zinc 6'	10	\$7.15	\$71.48	\$0.00	\$71.48
1/2" H Zinc 6'	3	\$8.91	\$26.74	\$0.00	\$26.74
Y Zinc 6'	3	\$7.95	\$23.84	\$0.00	\$23.84

<b>Labor</b>	Width	Height	# of Sq. Ft.	Labor per Sq. Ft.	Total
Predicted Dimensions in Feet	18.86	3.29	62.13	\$50.00	\$3,106.68
Predicted Dimensions in Inches	226.31	39.54			

<b>Miscellaneous (No Markup)</b>	Qty	Unit Cost	Ext. Amount	Shipping Cost	Total
Solder (1 pound rolls)	5.0	\$17.75	\$88.75	\$0.00	\$88.75
Patina	-	\$5.80	\$0.00	\$0.00	\$0.00
Re-bar 6'	10.0	\$9.51	\$95.05	\$0.00	\$95.05
Shop supplies (Brushes, sandpaper, chemicals, paper towels, saw blades, latex gloves, plastic wrap)					\$20.00

<b>Mileage (No Markup)</b>	Miles	MPG	# of Gallons	Price Per Gallon	Total
Roundtrips from Raleigh to Mebane, NC				Premium	
Gas for trip to Pickup window	90	17	5.29	\$3.50	\$18.53
Rental Van for Delivery				Unleaded	\$85.00
Gas for Rental Van	90	17	5.29	\$3.35	\$17.74







**Initial estimate for Restoring a Prismatic Glass Window - 115 West Clay Street, Mebane, NC**

Date of estimate: 15 February 2022  
Glass Restoration Solutions (GRS)  
A. Keith Oliphant  
919.395.7507

**Stipulations:**

- An exact number of broken tiles in the window has not be determined.
- Bill to decide if he wants black patina applied to the finished "panels".
- Bill to provide overall length and width of the openings.
- Keith to rebuild the panels so that the overall length is within **one inch** of the agreed upon length.
- Keith to rebuild the panels so that the overall height is within a **half inch** of the agreed upon height.
- Bill and Keith to agree on the number of "panels" for the window (suggested: 4).
- Bill and Keith to agree on the general timeframe of the project.
- Bill or his representatives to remove the existing window sections.
- Keith to transport the sections of the window to his workshop in Raleigh.
- Keith to separate the glass tiles from the old metal came and then clean all of the glass tiles.
- Keith to reassemble the glass tiles using new Zinc came.
- Keith to coordinate the delivery date with Bill.
- Keith to transport the finished "panels" to Mebane, NC.
- Bill's representative to install the trim/molding or framing system to secure the "panels" in place.
- A deposit of \$1,500 will be needed when the window is picked up.
- The remaining balance will be due when the panels are delivered even if Bill is not ready to install the panels.
- This estimate is good for 60 days.
- Keith does not have the space to store the completed window more than 60 days after completion.

<b>Factoids:</b>	<b>Large Transom</b>
Approximate glass tiles in the completed panels:	560
Approximate number of solder joints in the completed panels:	1,320
Approximate linear feet of zinc used in the restoration:	420
Approximate pieces of 3.75" zinc will be cut from the 6' zinc "sticks":	504







**Initial estimate for creating a small Prismatic Glass Window - 115 West Clay Street, Mebane, NC**

Date of estimate: 03 February 2022  
 Glass Restoration Solutions (GRS)  
 A. Keith Oliphant  
 919.395.7507

**Rebuild one large rectangle window**

<b>Total Renovation Cost Summary</b>	<b>\$792.43</b>
<b>Replacement Glass Tiles (No Markup)</b>	<b>\$270.00</b>
Zinc (No Markup)	\$52.44
Labor	\$432.66
Miscellaneous (No Markup)	\$37.32
Mileage (No Markup)	\$0.00

**Cost Detail**

<b>Replacement Glass Tiles (No Markup)</b>	<b>Qty</b>	<b>Cost per Tile</b>	<b>Ext. Amount</b>	<b>Shipping Cost</b>	<b>Total</b>
Dew drops or Waves	90	\$3.00	\$270.00	\$0.00	\$270.00

<b>Zinc (No Markup)</b>	<b>Qty</b>	<b>Unit Cost</b>	<b>Ext. Amount</b>	<b>Shipping Cost</b>	<b>Total</b>
Single pieces of Zinc 6' long					
7/32" H Zinc 6'	9	\$3.44	\$31.00	\$0.00	\$31.00
3/4" U Zinc 6'	3	\$7.15	\$21.44	\$0.00	\$21.44
1/2" H Zinc 6'	-	\$8.91	\$0.00	\$0.00	\$0.00
Y Zinc 6'	-	\$7.95	\$0.00	\$0.00	\$0.00

<b>Labor</b>	<b>Width</b>	<b>Height</b>	<b># of Sq. Ft.</b>	<b>Labor per Sq. Ft.</b>	<b>Total</b>
Predicted Dimensions in Feet	3.13	3.29	10.30	\$42.00	\$432.66
Predicted Dimensions in Inches	37.52	39.54			

<b>Miscellaneous (No Markup)</b>	<b>Qty</b>	<b>Unit Cost</b>	<b>Ext. Amount</b>	<b>Shipping Cost</b>	<b>Total</b>
Solder (1 pound rolls)	0.75	\$17.75	\$13.31	\$0.00	\$13.31
Patina	-	\$5.80	\$0.00	\$0.00	\$0.00
Re-bar 6'	2.0	\$9.51	\$19.01	\$0.00	\$19.01
Shop supplies (Brushes, sandpaper, chemicals, paper towels, saw blades, latex gloves, plastic wrap)					\$5.00

<b>Mileage (No Markup)</b>	<b>Miles</b>	<b>MPG</b>	<b># of Gallons</b>	<b>Price Per Gallon</b>	<b>Total</b>
Roundtrips from Raleigh to Mebane, NC				Premium	
Gas for trip to Pickup window	-	17	-	\$3.35	\$0.00
Rental Van for Delivery				Unleaded	\$0.00
Gas for Rental Van	-	17	-	\$3.15	\$0.00







**Initial estimate for creating a small Prismatic Glass Window - 115 West Clay Street, Mebane, NC**

Date of estimate: 03 February 2022

Glass Restoration Solutions (GRS)

A. Keith Oliphant

919.395.7507

**Stipulations:**

This estimate includes the cost of 90 clear dew drops and waves. The dew drops have a subtle amber tint.

Bill to decide if he wants black patina applied to the finished "panels".

Bill to provide overall length and width of the openings.

Keith to rebuild the panels so that the overall length is within **one inch** of the agreed upon length.

Keith to rebuild the panels so that the overall height is within a **half inch** of the agreed upon height.

Bill and Keith to agree on the general timeframe of the project.

Bill or his representatives to remove the existing window sections.

Keith to transport the sections of the window to his workshop in Raleigh.

Keith to separate the glass tiles from the old metal came and then clean all of the glass tiles.

Keith to reassemble the glass tiles using new Zinc came.

Keith to coordinate the delivery date with Bill.

Keith to transport the finished "panels" to Mebane, NC.

Bill's representative to install the trim/molding or framing system to secure the "panels" in place.

The remaining balance will be due when the panels are delivered even if Bill is not ready to install the panels.

This estimate is good for 60 days.

Keith does not have the space to store the completed window more than 60 days after completion.

**Factoids:**

Approximate glass tiles in the completed panels:

Approximate number of solder joints in the completed panels:

Approximate linear feet of zinc used in the restoration:

Approximate pieces of 3.75" zinc will be cut from the 6' zinc "sticks":

Large Transom
90
220
72
81







J & H GLASS COMPANY  
 2314 HOLLOWAY STREET  
 Durham, NC 27703

Copy 1

PH:919-596-1353 FAX:919-596-5904

Federal Tax ID: 56-1765160

P/O#:	Cust State Tax ID:	<b>Quote: Q031427</b>
Taken By:	Cust Fed Tax ID:	
Installer:	Ship Via:	<b>Date: 2/9/2022</b>
SalesRep: DDW	Adv. Code:	<b>Time: 12:03 PM</b>

BILL BAMBERGER

BILL BAMBERGER

Qty	Part Number	Description	Sell	Total
2	CLRTEMP-1/8"	(15 1/4" x 40") 1/8" CLEAR TEMPERED	\$48.35	\$96.70
1	SATINETCHTEMP-1/4"	(40 1/2" x 42 3/4") 1/4" SATIN-ETCH TEMPERED	\$382.35	\$382.35

*with tax \$103.95*

Total:

Sub Total: \$479.05

Tax: \$35.92

Total: \$514.97







# ESTIMATE

Date: 2/10/22

**Tim O. Walker, design/build**  
**walkertimo@gmail.com**  
**PH: 305-439-7774**

To: Bill Bamberger, Owner  
 Property Address: 115 W. Clay Street, Mebane

Location	Job	Payment Terms	Due Date
Downtown Mebane	Storefront transom and windows	50% to begin work, balance due at completion of job	Estimate good for 90 days

Qty	Description	Unit Price	Line Total
	Remove leaded glass transom (4 panels) above storefront and pack for transport		
	Remove plywood panel (size here) above stairwell entrance to 2 <sup>nd</sup> floor		
	Remove plexiglass windows in double doors by stairwell entrance to 2 <sup>nd</sup> floor		
	Repair and/or replace any and all window casing materials that are rotted or decayed		
	Install temp frame, plywood, waterproofing to secure building while transoms are being restored		
	Install and trim restored transoms above storefront and stairwell entrance to 2 <sup>nd</sup> floor		
	Install restored transom above storefront with interior trim and stops		
	Install new transom window above stairwell entrance to 2 <sup>nd</sup> floor, with trim and stops		
	Install tempered glass windows (with stops) in double doors by stairwell entrance to 2 <sup>nd</sup> floor		
	Prime, caulk, and paint new wood to match existing trim		
	Total Labor		\$3,450
	Total Materials		\$2,200
	Subtotal		\$5,650
	Sales Tax		
	Total		

All payments are to be made within 10 days of the date of final invoice. A late fee of 1% of the balance can be added to the invoice if not paid within 30 days from the date of invoice.

THANK YOU FOR YOUR BUSINESS!









# Roca's Painters LLC

610 Overman Drive | Burlington, North Carolina 27215  
919-568-2003 | rocas.painters@gmail.com | https://rocaspainters.com

**RECIPIENT:**

**Bill Bamberger**  
115 West Clay Street  
Mebane, North Carolina 27302  
Phone: 919-619-3400

**Quote #2857**

Sent on Feb 14, 2022

**Total \$1,200.00**

PRODUCT / SERVICE	DESCRIPTION	QTY.	UNIT PRICE	TOTAL
EXTERIOR	PAINT FRONT DOOR AND CEILING MAIN ENTRANCE. PAINT DOORS (2) THAT LEAD TO SECOND LEVEL. PAINT FLOOR AND THRESHOLD IN FRONT OF BOTH ENTRANCES. PAINT FLOOR PLANTERS (3) RIGHT BELOW SECOND LEVEL WINDOWS. Light sanding prior painting. Apply two coats of paint. Use Sherwin Williams or PPG paints. Remove all job-related debris and materials and leave in broom-clean condition. Materials and labor are included.	1	\$1,200.00	\$1,200.00

**A deposit of \$240.00 will be required to begin.**

**Total \$1,200.00**

INSURANCE: Roca's Painters LLC has Liability Insurance and it is available upon your request.

LIMITED WARRANTY: Roca's Painters LLC guarantees that all work executed under this contract will be free of defects in materials and workmanship for one year from the date of final acceptance, Any warranties for parts or materials are subject to manufacturer terms on such products.

This warranty excludes, and in no event Roca's Painters LLC will be responsible for, consequential or incidental damages caused by accident or abuse, temperature changes, settlement, or moisture (including cracks caused by expansion and/or contraction.









## Roca's Painters LLC

610 Overman Drive | Burlington, North Carolina 27215  
919-568-2003 | rocas.painters@gmail.com | <https://rocaspainters.com>

### Notes Continued...

The homeowner is responsible to move electronics and breakable things from areas where our crew is painting. Pictures hung on walls will need to be taken down by the homeowner.

**WORK STANDARD:** All work is to be completed in a manner according to standard practices. Roca's Painters LLC will remain on job premises until the completion of the project. The worksite will be cleaned daily and upon project completion. All agreements may be delayed or suspended temporarily upon unforeseeable and/or force major events.

**CHANGE ORDERS:** This estimate is a proposal and your acceptance is subject to Roca's Painters LLC approval in order to make this contract bidding.

Any deviation from the above quote involving a change in the scope of work or any additional costs will be executed only with a written change order signed and dated by both the Company and Homeowner. Roca's painters LLC workers will not take additional work without the approval of the project manager and a signed revised estimate.

**COST:** Roca's Painters LLC provide "Materials and Labor" (unless otherwise specified, for example "Labor only")

**PAYMENT:** Acceptable forms of payment are cash, check, money order, or credit card. (Processing fee will be applied) the total on this Estimate is due on the last day of the job. Partial payments will be requested when the job lasts longer than 7 days.

The agreement must be signed before we start the project. Projects require a 20% deposit (non-refundable) to secure a start date for the job.

**CONDITIONS:** This proposal is valid for 30 days. Roca's painters LLC reserves the right to withdraw this proposal or requote the project if contract acceptance is beyond 30 days. The start date will be agreed upon verbally, by text message, or via email. This estimate includes up to three colors. Additional color will be charged with an additional \$125 per color.

**ACCEPTANCE OF ESTIMATE:** Customer to indicate acceptance of this estimate by signing below- within 30 days of the date of the estimate. Roca's Painters LLC must have a signed estimate to secure a start date for the job along with the 20% deposit payment (non-refundable)

Signature: \_\_\_\_\_ Date: \_\_\_\_\_







<b>Bill Bamberger</b>				
115 W. Clay Street, Mebane				
PH: 919-619-3400				
	<b>Contractor (high bids)</b>	<b>Amount</b>	<b>Contractor (low bids)</b>	<b>Amount</b>
<b>Leaded glass transom over storefront, 4 panels totalling approx. 4' x 18'</b>				
Restore/rebuild entire transom, clean all 4" x 4" glass tiles, includes pickup and delivery	Carolina Stained Glass	\$17,200.00	Glass Restoration Solutions	\$4,139.78
<b>Transom over stairwell entrance to 2nd floor</b>				
Build new transom window with prismatic glass tiles to match original	Carolina Stained Glass	\$2,150.00	Glass Restoration Solutions	\$792.43
<b>Glass windows in double double doors to entryway, material cost, 2 sheets tempered glass</b>				
	Alamance Glass	\$107.50	J & H Glass Company	\$103.95
<b>Transom windows: removal &amp; installation, casing demolition and rebuild</b>				
This includes all the fine carpentry work to remove the existing leaded glass transom window panels, pack them for transport, remove the plywood panel on the small transom window, demolish any and all rotted casing, rebuild the existing casings, install temporary frame and plywood to secure the building, and reinstall the restored and rebuilt transom windows.	American Precision Builders	\$7,015.52	Tim O. Walker, design/build	\$5,650.00
<b>Painting</b>				
Front doors and entryways to both 115 and 115 A W. Clay Street	Gonzalez Painters	\$1,950.00	Roca's Painters LLC	\$1,200.00
<b>TOTAL PROJECT BUDGET (high and low bids)</b>		<b>\$28,423.02</b>		<b>\$11,886.16</b>







**Glass Restoration Solutions (GRS) - Keith Oliphant - 919.395.7507**  
**Specializing in the restoration or salvage of Prismatic Glass Windows**

Dunn, NC - Full restoration of an 18' prismatic glass tile window with a Frank Lloyd Wright flower design



Greenville NC - Full restoration of a 22' prismatic glass tile window with green dew drops and s



Dunn, NC - Prismatic glass tiles as backdoor transom, kitchen cabinet windows, and front door arch transom





**Glass Restoration Solutions (GRS) - Keith Oliphant - 919.395.7507**  
**Specializing in the restoration or salvage of Prismatic Glass Windows**

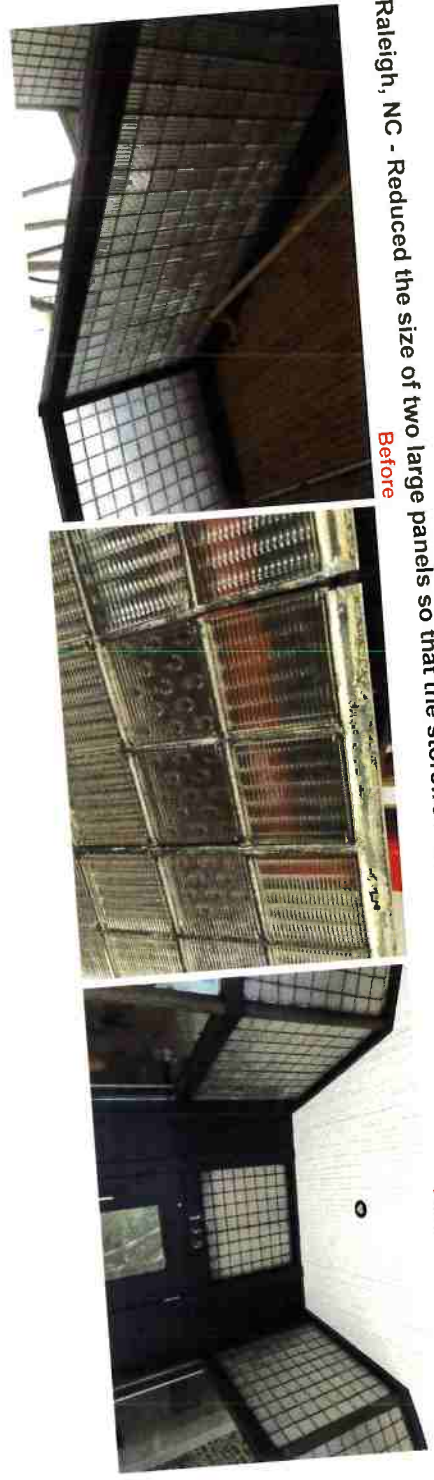
Southern Pines, NC - Full restoration of 14' prismatic sheet glass windows and a 7' prismatic glass tile window



Lillington, NC - Full restoration of a 21' prismatic sheet glass window with new textured glass border



Raleigh, NC - Reduced the size of two large panels so that the storefront could accommodate a wheelchair lift



Wilson, NC



**Sadly, this window fell to the sidewalk during a strong windstorm. Most prismatic glass tile windows are more than a hundred years old. The original zinc holding the glass tiles has very little strength at this point. We prefer to restore these wonderful windows, but we will salvage when restoration is not the best option for the owner.**





Paint custom flower boxes (warm white)

Paint doors and entryway.  
Door color burnt red. Entryway  
warm white.

Paint doors and entryway.  
Door color TBD. Entryway  
warm white.

Remove, transport, and restore the original prismatic, leaded glass transom. 115 W. Clay is one of the four buildings in the downtown historic district with these original prismatic tiled, glass transoms remaining.

Remove plywood panel and install leaded glass transom made from matching 4" x 4 prismatic tiles.

Remove plexiglass and install tempered glass in double doors.

Mebane Downtown Exterior Improvement Grant  
115 W. Clay Street  
Owner: Bill Bamberger









Current paint colors (above)



Proposed paint colors (above)



# Grant Application



Date of Application: 2/14/2022

## APPLICANT INFORMATION

Property Owner Name	Barbara Guttman
Business Owner Name (if different*)	Wendy Day
Business Name	Clay Street Tavern and Provisions
Phone #	336-263-4702
Street Address of Property	130 W Clay Street Mebane, NC 27302
Applicant's Mailing Address	5514 Field View Road 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:	Bottle Shop/Bar
Proposed use of building:	Bottle Shop/Bar
Business Name	Clay Street Tavern and Provisions
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:  Replace broken windows. Three of the four window panels on the storefront are severely broken. Would like to replace the three broken glass panels with new glass.	
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.): Approximately \$1,200-\$2,200 for glass replacement only. If tint can be included it would increase the price by approximately \$900.	

## 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: Wendy C. Day

Date: 2/14/22



**Owner's Permission**

**Owner: Barbara Guttman**  
**Phone: 336-213-7326**



iMessage  
Today 10:19 AM

Hey Barbara, I switched phone and lost all of my text messages, but I need to get your permission for this grant and to have the windows replaced. I am just getting quotes for replacing the exact window as it is now.

You have my permission,  
what else do you need from  
Me?

I don't think I need anything  
else. Thank you so much!!!

Delivered



## **Summary of Project**

The storefront contains four window panels, three of which are broken. We are requesting to have the three broken window panels replaced. If facing the building, the panels include the right two panels as well as, the panel on the left next to the door (images attached). We are requesting to have the glass replaced with no structural changes. Per the attached quotes, glass replacement is ranging from approximately \$1,200-\$2,200. We are including two quotes from Alamance Glass and Rice's Glass. Just a side note, we did try to use Jeffries Glass since they are local to downtown Mebane but couldn't get them out to give a quote.

We would also like to tint the panels being replaced as well as, the one not being replaced so they will all match. We were not sure if tint could be included since that is technically on the inside. The attached quotes do not include tint but if tint is allowed we can provide an estimate for that from Sunstoppers located in Burlington, N.C.







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

QUOTATION

To: Clay Street Tavern

Attn: Wendy Day (336) 263 4702 ~~274 07 1022~~

PROJECT

LOCATION: **130 W Clay St, Mebane NC.**

Scope: To provide and install the following:

(GLASS) 1/4" Clear tempered.

1 Thus) 40" X 70" Aprox size

1 Thus) 39" X 71" Aprox size

1 Thus) 52" X 71" Aprox size

INSTALLED, TAX INCLUDED: **\$ 1,180.00**

QUOTE VALID FOR 30 DAYS.

Antonio Chavez - Commercial Estimator

CELL: (336) 382 7280

E-MAIL: [alamancecommercial@triadbiz.rr.com](mailto:alamancecommercial@triadbiz.rr.com)

REPLY TO: \_\_\_\_\_





107 Lloyd Street : PO Drawer 40 : Carrboro, NC 27510  
919-967-9214 : fax 919-967-4623

OFFICE

Federal Tax ID: 56-1118163

RICE'S GLASS CO. INC. P.O. DRAWER 40 CARRBORO, NC 27510 PH 967-9214 FAX (919) 967-4623

P/O#:	Cust State Tax ID:	<b>Workorder: W095256</b>
Taken By:	Cust Fed Tax ID:	
Installer:	Ship Via:	<b>Date: 2/14/2022</b>
SalesRep: BRAD	Adv. Code:	<b>Time: 02:40 PM</b>

Clay Street Tavern  
130 West Clay Street  
MEBANE, NC 27302

Site Visit Required to Confirm Est.

336-263-4702

Qty	Part Number	Description	List	Disc%	Sell	Total
2	CLTEMP-1/4"	(40" x 70") 1/4" CLEAR TEMPERED	\$217.27	0	\$217.27	\$434.54
1	CLTEMP-1/4"	(52" x 70") 1/4" CLEAR TEMPERED	\$282.54	0	\$282.54	\$282.54
1	IM	INSTALLATION MATERIALS	\$39.95	0	\$39.95	\$39.95
1	LABOR	labor to install in old commercial storefront	\$1,200.00	0	\$1,200.00	\$1,200.00

Instructions:

Total:

Sub Total: \$1,957.03

Tax: \$146.78

Total: \$2,103.81

Customer's Signature: \_\_\_\_\_

**Balance: \$2,103.81**



# Grant Application



Date of Application: 2/25/2022 (amended application to include tint and decal prices)

## APPLICANT INFORMATION

Property Owner Name	Barbara Guttman
Business Owner Name (if different*)	Wendy Day
Business Name	Clay Street Tavern and Provisions
Phone #	336-263-4702
Street Address of Property	130 W Clay Street Mebane, NC 27302
Applicant's Mailing Address	5514 Field View Road 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:	Bottle Shop/Bar
Proposed use of building:	Bottle Shop/Bar
Business Name	Clay Street Tavern and Provisions
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: Replace broken windows. Three of the four window panels on the storefront are severely broken. Would like to replace the three broken glass panels with new glass, tint and window decals.	
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.): Approximately \$2,450-\$3,500 for glass, tint and window decal replacement.	

## 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:

2/25/22





124 W. Clay Street  
Mebane, NC, 27302  
919-563-5034

claystreetprintingandsigns@gmail.com

### DESIGN & LAYOUTS

MINIMUM FEE FOR ALL LAYOUT AND CHANGES \$10.00

REV JAN. 2020

CREATING A LOGO DISC WITH DESIGN IN HIGH QUALITY FORMATS \$65.00

MAJOR CHANGES AT \$70.00 PER HOUR, WE BILL BY THE 1/4 HOUR

LOGO OR SIGN BASIC DESIGN TWO VERSIONS, TWO MEETINGS \$100.00

DIGITIZING ARTWORK \$70.00 PER HOUR, WE BILL BY THE 1/4 HOUR

COMPLEX LOGO OR SIGN DESIGN TWO VERSIONS, TWO MEETINGS \$200.00

CONVERT A CLEAN FILE INTO USABLE FORMAT & PREP FOR JOB \$20.00

E-MAIL PROOFS & FILES \$10.00

#### PAYMENT IS DUE UPON PICK-UP

UNLESS PRIOR ARRANGEMENTS HAVE BEEN MADE, INVOICES NOT PAID WITHIN 30 DAYS FROM THE DATE OF JOB COMPLETION, WILL BE CHARGED 5% INTEREST PER MONTH AND/OR COLLECTION FEE AND A REASONABLE ATTORNEY FEE.

customer & date      This Layout Is Property Of Clay Street Printing & Signs

Wendy - Clay Street Tavern & Provisions 2-17-2022

revisions and/or changes: \_\_\_\_\_

1



2



Letter 2 windows  
@ \$328 for 1st, \$252 for 2nd



*Please Proof Read, Mistakes can be costly.*  
By approving this layout Clay Street Printing & Signs will be relieved of any responsibility.





Wendy Day <claystreettavern@gmail.com>

**Estimate from Bullzeye Sign & Graphics Co.**

4 messages

**Bullzeye Sign & Graphics Co.** <quickbooks@notification.intuit.com>  
Reply-To: aim@bullzeyesigns.com  
To: claystreettavern@gmail.com  
Cc: aim@bullzeyesigns.com

Tue, Feb 22, 2022 at 9:31 AM

Dear Clay Street Tavern & Provisions,

Please review the estimate below. Feel free to contact us if you have any questions.  
We look forward to working with you.

Sincerely,  
Bullzeye Sign & Graphics Co.

----- Estimate -----

232 N Main Street  
Burlington, NC 27217 US  
(336) 221-8188  
www.bullzeyesigns.com

Estimate #: 5489  
Date: 02/22/2022  
Exp. Date: \$205.24

Address:

Clay Street Tavern & Provisions

Service	Activity	Qty	Rate	Amount
Product	16" x 30" Window Decal	1	122.00	122.00
Services	Install on Location	1	75.00	75.00
SubTotal:				\$197.00
Tax (6.75%):				\$8.24
Total:				\$205.24

A deposit of 50% is due upon approval of estimate. We will not begin producing your work until the deposit is received. For vehicle wrap or decal installations excessive cleaning prior to install will incur additional charges at a rate of \$60 per hour.



 **Estimate\_5489\_from\_Bullzeye\_Sign\_Graphics\_Co.pdf**  
137K

---

**Wendy Day** <claystreettavern@gmail.com>  
To: aim@bullzeyesigns.com

Tue, Feb 22, 2022 at 9:39 AM

Got it. Thank you. I will be in touch when I hear back from the city.

[Quoted text hidden]

—

Thanks,

Wendy

[Quoted text hidden]

---

**Wendy Day** <claystreettavern@gmail.com>  
To: Holly McPherson <hmcphers@yahoo.com>

Tue, Feb 22, 2022 at 9:39 AM

[Quoted text hidden]

---

**Bullzeye Signs** <aim@bullzeyesigns.com>  
To: Wendy Day <claystreettavern@gmail.com>

Tue, Feb 22, 2022 at 9:40 AM

You're welcome !!

Thank you,



232 N Main Street  
Burlington, NC 27217  
336.221.8188  
www.bullzeyesigns.com

*\*\* In an effort to protect the safety of our staff, ensure continuity of our operations, we request that you use the online payment feature when you are invoiced and before you pick-up your order.\*\**

[Quoted text hidden]



2:10 ↖

◀ Messages

📶 LTE 🔋

**Sunstoppers Burlington**

3655 Alamance Rd  
Burlington NC, 27215  
3365162307  
burlington@sunstoppers.com

**BILL TO**

**Clay Street Tavern**

Wendy Day  
Clay st mebane NC

DESCRIPTION	AMOUNT
<b>Window tint</b> 40 x 70 windows	\$200.00 × 2 <b>\$400.00</b>
<b>Window tin</b> 52 x 60 windows	\$240.00 × 2 <b>\$480.00</b>
Removal of tint	\$100.00 × 1 <b>\$100.00</b>
<b>TOTAL</b>	<b>\$980.00</b>
<b>BALANCE DUE</b>	<b>USD \$980.00</b>



CLAY STREET TAVERN

EST0027

DATE

02/25/2022

TOTAL

USD \$931.86



## Elite Window Tinting

Business Number 910-280-9118

910-280-9118

elitewindowtintts@gmail.com

TO

### Clay Street Tavern

130 W Clay St

Mebane, NC

27302

336-263-4702

claystreettavern@gmail.com

DESCRIPTION	RATE	QTY	AMOUNT
Window 39x70	\$194.32	2	\$388.64
Window 51x69	\$250.48	2	\$500.96
<b>SUBTOTAL</b>			\$889.60
<b>TAX (4.75%)</b>			\$42.26
<b>TOTAL</b>			<b>USD \$931.86</b>



**Bullzeye Sign & Graphics Co.**  
 232 N Main Street  
 Burlington, NC 27217  
 (336) 221-8188  
 aim@bullzeyesigns.com  
 www.bullzeyesigns.com



Estimate 5489

**ADDRESS**

Clay Street Tavern & Provisions

DATE	TOTAL	
02/22/2022	\$335.47	

**ACTIVITY**

ACTIVITY	QTY	RATE	AMOUNT
<b>Product</b> 16" x 30" Window Decal	2	122.00	244.00T
<b>Services</b> Install on Location	1	75.00	75.00

A deposit of 50% is due upon approval of estimate. We will not begin producing your work until the deposit is received. For vehicle wrap or decal installations excessive cleaning prior to install will incur additional charges at a rate of \$60 per hour.

SUBTOTAL	319.00
TAX (6.75%)	16.47

TOTAL	<b>\$335.47</b>
-------	-----------------

THANK YOU.

Accepted By

Accepted Date



CLAY STREET TAVERN

Where You'll Never Meet A Stranger



BUSINESS HOURS  
Open most days about 8 to 10.  
Sundays only on 7, and  
sometimes on 8 or 9.  
We have about 2000  
Beverages about 1 to 1.5 and  
sometimes on 1.5 to 2.0  
or later. The wine is not  
here at all, but they're the  
best in the valley and the  
best in the valley.

CLAY STREET  
TAVERN

PROVISIONS

NO SMOKING  
NO WEAPONS

CLAY STREET TAVERN

Where You'll Never Meet A Stranger





CLAY STREET TAVERN

Where You'll Never Meet A Stranger

CLAY STREET TAVERN

CLAY STREET TAVERN

PROVISIONS

NO SMOKING  
NO WEAPONS

The image shows the exterior of a brick building housing the Clay Street Tavern. The entrance features a central red door with a black frame. The door has a vertical sign that reads "CLAY STREET TAVERN" and "PROVISIONS" below it. At the bottom of the door, there is a sign that says "NO SMOKING NO WEAPONS". On either side of the door are large windows with black frames. The left window has a vertical sign on the left side that reads "CLAY STREET TAVERN" and a circular logo on the right that says "Where You'll Never Meet A Stranger" around a beer glass and a wine glass. The right window has a vertical sign on the right side that reads "CLAY STREET TAVERN" and the same circular logo on the left. A red horizontal bar is mounted above the door and windows. There are two small potted plants on the sidewalk in front of the entrance. A utility box is visible on the brick wall to the right of the entrance.





PROVIA

BUD LIGHT

MEMBER SINCE 1988  
MEGAWATT

MEMBER SINCE 1988  
MEGAWATT




MISSIONS

## BUSINESS HOURS

Open most days about 9 or 10.  
Occasionally as early as 7, and  
sometimes as late as 12 or 1.

- We close about 5<sup>30</sup> or 6.  
Occasionally about 4 or 5, and  
sometimes as late as midnight,  
or later. On some days we're not  
here at all, but lately we've been  
here a lot, unless we're not here.

Proud  
2020  
Member  
  
MEBANE

MEBANE



CLAY STREET TAVERN

Where You'll Never Meet A Stranger





# MEBANE DOWNTOWN EXTERIOR IMPROVEMENTS GRANT



## WHAT DOES THE GRANT FUND?

The City will provide a grant in an amount up to 50% of the total cost for approved exterior renovation projects, maximum grant of \$10,000 per property. Grants are limited to one per property each year and fund the following items/work:

- Façade Improvements & Renovations, including:
  - Restoration of original façade;
  - Repairs to external features such as storefronts, trim, cornices, etc.;
  - Painting (see Requirements);
  - Replacement of windows with windows of appropriate style and materials
- Preservation of unique architectural and/or historic properties and/or features
- Permanent art such as murals on exterior walls – does not include window art
- Exterior Seating on private property owned or leased by applicant to serve related Downtown business uses

## GRANT CONDITIONS

- ◇ Properties must be within the area of focus in the City's adopted *Downtown Vision Plan*.
- ◇ Grants are subject to available funding. \$50,000 is available in FY21-22.
- ◇ Property owner is required to contribute a minimum of 50% of funds to the project and will be reimbursed for qualifying expenses upon report that includes total cost of project with copies of paid receipts.
- ◇ All encroachments into City rights of ways and easements subject to City approval
- ◇ A grant must be approved prior to commencement of any construction work, or reimbursement may not be assured.
- ◇ Grants take the form of reimbursements after the fact, which means that all work covered by the grant must be completed and paid for by the owner prior to reimbursement by the grant. Grant applications are subject to fair and impartial review of the merits of the project, completeness of the application, availability of grant funds, and other factors.
- ◇ A project that deviates from the submitted plans without prior City approval will not be eligible for reimbursement of costs.

## APPLICATION AND APPROVAL PROCESS

- ◇ Submit an application to the City of Mebane no later than February 15, 2022.
- ◇ All projects must comply with the requirements of the City of Mebane's ordinances and NC State Building Codes.
- ◇ All rehabilitations on buildings will attempt, as feasible, to follow the "Secretary of the Interior's Standards for Rehabilitation" of commercial buildings (see attached).
- ◇ All applicants must obtain at least two cost estimates for labor and materials and provide copies of each quote attached to the application.
- ◇ All projects shall be delivered 12 months following award.



# Grant Application



Date of Application: Feb 11, 2022

## APPLICANT INFORMATION

Property Owner Name	Kivett Place, LLC
Business Owner Name (if different*)	Andy Lynch
Business Name	Kivett Place, LLC
Phone #	336.516.1546
Street Address of Property	203 W. Clay St, Mebane, NC 27302
Applicant's Mailing Address	1021 Cooks Mill Rd, 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	Retail, office
Proposed use of building	Same
Business Name	Three tenants: Twisted Knitter, RS Jones & Associates; North Star Marketing will be located on the top floor
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:  See attached quotes and embedded photos for applicable projects: <ul style="list-style-type: none"><li>• Repointing exterior brick (estimates range from \$21,700 to \$48,000); photos of current condition attached</li><li>• Replacing the exterior awnings (estimates range from \$4,295 to \$6,600); photos of current condition attached</li><li>• Painting the exterior of the building (estimates range from \$21,000 to \$37,000); color scheme will likely be similar to photo attached</li></ul>	
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.):	

## 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: Feb 11, 2022

\*\*\* Please see photos and estimates on the following page of the application \*\*\*



Approximate paint and awning color schemes; exact colors to be finalized upon completion of brick repointing; eventually, we will do some sort of exterior wall mural



Current photos of exterior; water intrusion issues need to be addressed by repointing and painting the exterior brick; awnings need to be replaced





**Brick Repointing:** Pointing up deteriorated brick to seal the exterior, prevent additional moisture damage, and improve the aesthetic

Chuck Grant  
\$21,700

Allison Masonry  
\$48,000

\*\*\*

**Exterior Painting:** Comprehensive exterior painting

Vasquez Painting Company  
\$22,000

Southern Paint and Waterproofing  
\$37,084

\*\*\*

**Awnings:** Estimate for recovering existing frames; estimate for new hardware and awnings

Burlington Awning: new frames and material  
\$4,695

Burlington Awning: existing frames, new material  
\$4,295

Carolina Canopy: new frames and material  
\$6,600.50

Carolina Canopy: existing frames, new material  
\$5,375



# ALLISON MASONRY

Jarrett Allison 336-263-4608

Job Address: 201 Clay St. Mebane Brick Repair Date: 2-2-2022

Contact Name: Andy Lynch Contact Phone Number: 336-516-1546

TYPE	QUANTITY	PICA	DESCRIPTION	UNIT PRICE	AMOUNT
4 Block	1 week		Front side		7,000
8 Block	2 weeks		Back side		14,000
12 Block	3 weeks		Side Clay st.		21,000
Brick			materials		2,000
			Lift Rental		4,000
			17.5 <sup>00</sup> per Hr.		

ESTIMATE  QUOTE

use note: Estimates are just an estimate, without having all factors accounted for, estimated prices may change depending on factors: changes made by choice of customer, or factors under our control once the job has started may effect the final price.

SUB TOTAL	
TAX	
ADD. CHARGE	
TOTAL	48,000

Signature \_\_\_\_\_ Title or Capacity \_\_\_\_\_ Company Name \_\_\_\_\_



# Chuck Grant Proposal

**PROPOSAL SUBMITTED TO:**

Name:	Andy Lynch		
Phone:	336-516-1546	Date:	2-09-22
Street:	203 West Clay St		
City:	Mebane		
State:	NC	Zip:	

I propose to furnish no materials or lift/ scaffold but will perform all labor necessary to complete the following: To cut, clean , re- tuck piont failed head and bed joints on said building at 203 West Clay St. To repair failed / rotten brick. To repair siad area in sidewalk agianst building where water is believed to be causing issues in wall. This all four walls but majority is on back wall. We will age mortar / cement to match original joints brush and seal using tuckers and/or jointers where needed. These will not match exactly. This proposal does not include lift , scaffolding ect or blades or materials. However we will offer any discounts that we recieve on lift ,scaffolding materials. Lift rentals were 2500.00 for a month last checked. We project this project will take about a 160 hours to complete but that is a estimate. This is a time and material proposal.

All of the work is to be completed in a substantial and workmanlike manner for the sum of one hundred twenty Dollars per hour (\$ 120.00 pr hr ). Payment to be made every friday and remainder upon completion. Any alterations or deviation from the above specifications involving extra cost of material or labor will be executed upon written order for same, and will become an extra charge over the sum mentioned in this contract. All agreements must be made in writing.

Authorized Signature		
----------------------	--	--

**ACCEPTANCE**

You are hereby authorized to furnish all materials and labor required to complete the work mentioned in the above proposal for which (proposal submitted name) agrees to pay the amount mentioned in said proposal and according to the terms thereof.

Signature		Date





Carolina Canopy

# North Star Marketing - New Awning Estimate

Estimate

Accept

**Estimate #000007**

February 10, 2022

**Customer**

Sarah Koudelka

North Star Marketing

sarah@northstarmarketing.com

+1 (336) 229-6610

**Message**

We look forward to working with you.

<b>New Dome awnings w/ frame</b> (\$1,805.00 ea.) x 2	<b>\$3,610.00</b>
<b>New Front Awning w/ Frame 28'</b>	<b>\$2,530.00</b>
Subtotal	\$6,140.00
NC Sales Tax	\$460.50
<b>Total</b>	<b>\$6,600.50</b>



# Burlington Awning LLC

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

ESTIMATE

EST0233

DATE

Feb 7, 2022

TOTAL

USD \$4,695.00

TO

## North Star Marketing

203 West Clay Street  
Mebane NC 27302  
☎ 3362296610 ;106  
sarah.koudelka@northstarmarketing.com

DESCRIPTION	RATE	QTY	AMOUNT
<b>Awning Recover</b> Remove, recover and reinstall (3) awnings -(2 Domes and 1 waterfall) Fabric : Sunbrella Grey Dim: waterfall - 28' wide x 60" rise x 40" projection Domes - 72" wide x 36" rise with 9" straight valence	\$4,295.00	1	\$4,295.00
Option - Remove two dome awnings and build (2) new frames waterfall style to go back at current dome awning locations. This is the upcharge cost in addition to above line item. Dim: 72" wide x 36" projection x 36" rise plus 9" straight hanging valence	\$400.00	1	\$400.00
<b>TOTAL</b>			<b>USD \$4,695.00</b>

50% deposit with order  
No permit or engineering fees included in quote ( if required )



# Burlington Awning LLC

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

ESTIMATE

EST0233

DATE

Feb 7, 2022

TOTAL

USD \$4,295.00

TO

## North Star Marketing

203 West Clay Street  
Mebane NC 27302  
☎ 3362296610 ;106  
sarah.koudelka@northstarmarketing.com

DESCRIPTION	RATE	QTY	AMOUNT
<b>Awning Recover</b> Remove, recover and reinstall (3) awnings -(2 Domes and 1 waterfall) Fabric : Sunbrella Grey Dim: waterfall - 28' wide x 60" rise x 40" projection Domes - 72" wide x 36" rise with 9" straight valence	\$4,295.00	1	\$4,295.00
<b>TOTAL</b>			<b>USD \$4,295.00</b>

50% deposit with order  
No permit or engineering fees included in quote ( if  
required )





Carolina Canopy

## North Star Marketing - Recover Existing Awning Quote

Estimate

Accept

**Estimate #000006**

February 10, 2022

**Customer**

Sarah Koudelka

North Star Marketing

sarah@northstarmarketing.com

+1 (336) 229-6610

**Message**

We look forward to working with you.

<b>recover existing frame - dome awnings</b> ( $\$1,400.00$ ea) x 2	<b>\$2,800.00</b>
<b>recover existing frame - front awning 28'</b>	<b>\$2,200.00</b>
<hr/>	
Subtotal	\$5,000.00
NC Sales Tax	\$375.00
<hr/>	
<b>Total</b>	<b>\$5,375.00</b>





# *Southern Paint and Waterproofing Co., Inc.*

---

---

3306 Liberty Road  
Phone: 336-378-1103

PAINTING AND WATERPROOFING CONTRACTORS  
**PROTECTING STRUCTURES SINCE 1939**

Greensboro, NC 27406  
Fax 336-232-1600

**February 9, 2022**

**Andy Lynch  
North Star Marketing  
727 Kivett Street Burlington, NC 27215**

**RE: Painting at 203 W Clay St., Mebane, NC 27302**

Andy,

**SPWC proposes to prepare, prime and paint the exterior for the two-story building located at 203 W Clay St., Mebane, NC 27302 per email, pictures and direction of Sarah Koudelka on 01/08/22 for the sum of:**

**\$37,084.00**

Our price is valid for 90 days from above quote date. Price cannot be extended orally and must be in writing. Due to paint materials shortages and availability, there could be long term delivery dates and or product maybe changed due to products not being produced.

**Respectfully submitted,**

**SOUTHERN PAINT & WATERPROOFING CO. INC.  
John A. Douthett, President  
Cell Phone: 336-669-8547  
[john@spwcinc.com](mailto:john@spwcinc.com)  
NACE Coating Inspector Level 2—Certified**



# ***VASQUEZ PAINTING COMPANY***

3530 Spring Garden Street  
Greensboro, NC 27407

Andy Lynch  
203 West Clay Street  
Mebane NC, 27302

Power wash exterior of building.  
Prepp surfaces as necessary.  
Cover replacement windows and surfaces that do not paint with tape and plastic.  
Paint brick surfaces with 2 coats of Sherwin Williams Loxon XP satin finish.  
Paint all other surfaces, wooden trim, windows and doors with Sherwin Williams Duration semi-gloss.  
Prepp and paint fire escape and metal deck supports with the appropriate Sherwin Williams Pro-Industrial coating.  
Remove plastic and clean windows of paint.

Labor and material \$22,000.00

Thanks for the opportunity!  
Jay Vasquez





---

## AGENDA ITEM #8

### Informational Item- Juneteenth Event

---

**Meeting Date**

March 7, 2022

---

**Presenter**

Aaron Davis, Recreation and Parks Director

---

**Public Hearing**

Yes  No

---

**Summary**

Last year a local group of churches hosted a Juneteenth Event at Holt St. Park. Their event went well and was well attended, but we believe they need a larger space and assistance from the City to allow for more parking, patrons, and other aspects of the planning process. Much like, the Dogwood Festival and other events the City partners with other organizations on, we have partnered with the Juneteenth Event group to assist with the above-mentioned items. The event will be held at the Mebane Community Park on Saturday, June 18th, 2022 from 10:00am to 2:00pm and will include the following:

- Speakers
- Entertainment
- Vendors
- Food Trucks

The current planning committee consists of:

- Tamera Kersey
- Margie Alston
- Darrell Horton
- Anthony Pierce
- Keisha Bluford (REAC Liaison)
- Taylor Ford (City of Mebane)
- Aaron Davis (City of Mebane)

We are currently looking for others to be a part of the planning committee, but are confident that this event will be a great partnership and an outstanding representation of how our community can come together to celebrate African-American Culture. The event was posted on social media for the first time on February, 28, 2022, strategically on the last day of Black History Month. In subsequent posts, we will be asking for community members to be involved as a vendor, entertainer, speaker or volunteer for the vent, all which will be approved by the committee. This event will not only be open to Mebane residents, but also to all who want to attend.

---

**Financial Impact**

N/A

---

**Suggested Motion**

No action required.

---

**Attachments**

None.





## AGENDA ITEM #9

### Fee Schedule Amendment- Event Tickets

#### Presenter

Aaron Davis, Recreation and Parks Director

#### Public Hearing

Yes  No

#### Summary

Adoption of the attached resolution will amend the fee schedule to allow for the sale of tickets to Recreation and Parks Events.

#### Background

The City of Mebane has historically hosted the Mebane Sports Hall of Fame and sold tickets to recuperate costs from costs associated with the event. Event tickets have not previously been added to the fee schedule. To legally charge a fee, the \$25.00 ticket price must be added to the fee schedule.

The City's fee schedule is adopted annually with the budget but may be amended at any time by resolution of the City Council. The attached fees would allow for the sale of tickets to events.

#### Financial Impact

There is no material financial impact expected from the sale of the event tickets.

#### Recommendation

Staff recommends adoption of the resolution to amend the fee schedule.

#### Suggested Motion

I make a motion to adopt the resolution as presented.

#### Attachments

1. Resolution to amend the fee schedule for 2021-2022





**A RESOLUTION TO AMEND THE FEE SCHEDULE  
ADOPTED FOR FISCAL YEAR 2021-2022**

BE IT RESOLVED by the City Council of the City of Mebane that the Council hereby adopts, effective March 7, 2022, the amendment to the fee schedules as adopted on July 1, 2021, as follows:

Recreation and Parks Event Ticket      \$25.00 each

This the 7th day of March 2022.

By: \_\_\_\_\_  
City Clerk  
City of Mebane, North Carolina

By: \_\_\_\_\_  
Mayor  
City of Mebane, North Carolina





## AGENDA ITEM #10

### Racial Equity Advisory Committee Appointments

#### Meeting Date

March 7, 2022

#### Presenter

Beatrice Hunter, HR Director & REAC Liaison

#### Public Hearing

Yes  No

#### Summary

The City of Mebane Racial Equity Advisory Committee (REAC) has two (2) openings for appointment due to vacancies. One seat's term will expire in May 2023 and the other seat's term will expire in May 2025.

The REAC committee has recommended Council fill the vacancies from the previously submitted applications as soon as possible. Council was provided those applications earlier this week.

#### Financial Impact

N/A

#### Recommendation

REAC and Staff recommends that the Council appoint two of the applicants to the City seats on the Racial Equity Advisory Committee.

#### Suggested Motion

A motion to appoint \_\_\_\_\_ and \_\_\_\_\_ to the City of Mebane Racial Equity Advisory Committee, recognizing their qualifications and experience relevant to serving the City in this capacity.

#### Attachments

None



## Mebane Fire Dept. Monthly Report

	January	Year to Date	% Change from 2021
<b>Structural Response</b>			
<b>Totals</b>	<b>27</b>	<b>27</b>	<b>-27%</b>
<b>Average Personnel Per Response</b>	<b>15</b>	<b>15</b>	
<b>Average Volunteer Response</b>	<b>3</b>	<b>3</b>	
<b>Non Structural Responses</b>			
<b>Totals</b>	<b>69</b>	<b>69</b>	<b>22%</b>
<b>Total Fire Response</b>	<b>96</b>	<b>96</b>	<b>5%</b>
<b>Location (Year to Date)</b>	<b>North</b>	<b>South</b>	
<b>Total Number/Percentage</b>	<b>50/52%</b>	<b>46/48%</b>	
	<b>North</b>	<b>South</b>	
<b>Average Fire Response Time</b>	<b>4:38</b>	<b>6:25</b>	
<b>Percentage of Calls Inside City</b>	<b>58%</b>	<b>58%</b>	
<b>Percentage of Calls Outside City</b>	<b>27%</b>	<b>27%</b>	
<b>Percentage of Calls for Mutual Aid</b>	<b>15%</b>	<b>15%</b>	
<b>EMT Response</b>	<b>206</b>	<b>206</b>	<b>58%</b>
<b>Location (Year to Date)</b>	<b>North</b>	<b>South</b>	
<b>Total Number/ Percentage</b>	<b>100/49%</b>	<b>106/51%</b>	
<b>CPS Seats Checked</b>	<b>11</b>	<b>11</b>	
<b>Smoke Alarms Checked/Installed</b>	<b>8</b>	<b>8</b>	
<b>Station Tours/Programs</b>	<b>2</b>	<b>2</b>	
<b># of Participants</b>	<b>118</b>	<b>118</b>	
<b>Events Conducted/Attended</b>	<b>2</b>	<b>2</b>	