



Council Meeting Agenda
Glendel Stephenson Municipal Building
April 3, 2023
6:00PM

1. Call to Order..... Mayor Ed Hooks
2. InvocationPastor Jeremy Pollard, Summit Church, Alamance Campus
3. Proclamations-
 - a. Municipal Clerks Week- April 30- May 6, 2023
 - b. Small Business Week- First Week of May, 2023
 - c. Public Works Week- May 21-27, 2023
 - d. Monarch Butterfly Month- May 2023
4. Public Comments..... Mayor
5. Consent Agenda..... Mayor
 - a. Approval of Minutes-
 - i. February 6, 2023 Regular Meeting
 - ii. February 10, 2023 Council and REAC Workshop
 - iii. March 17, 2023- Special Meeting- Transload Site Tour
 - iv. March 22, 2023- Special Meeting- Budget Work Session
 - b. Police- Purchase Capital with Federal Equitable Funds
 - c. Budget Ordinance Amendment- Cates Farm Park
 - d. Capital Project Ordinance- GKN Pump Station
 - e. Capital Project Ordinance- Amendment 5- WRRF
 - f. FY23 Audit Contract
 - g. Annexation Petition- N. First Street Townhomes
 - h. Alamance County Review Officer Appointments
 - i. Final Plat- Magnolia Glen Estates, Ph. 3
 - j. Final Plat Reapproval- Stagecoach Corner, Ph. 1
 - k. Final Plat Reapproval- Summerhaven, Ph. 2
 - l. Social Media Policy
6. DMDC Quarterly Report.....Barbara Hollerand, DMDC Executive Director
Dan Shannon, DMDC Board President
7. Public Hearings-
 - a. Text amendment- Unified Development Ordinance-Article 4, Table 4-1-1 and Section 4-7.7, D, to allow Equipment Rental and Leasing (with outside storage) by Special Use Permit in the B-2 General Business District by 3S Investments, LLC..... Ashley Ownbey, Development Director
 - b. Conditional Rezoning- Hendon Properties, LLC- +/- 6.19 acres Wilson Road and Forest Oaks Lane from R-20 to B-2 (CD) to allow a farm supply and equipment retail use Ms. Ownbey
8. Final Plat- Hendon Tiller Mebane 3.0, LLC Ms. Ownbey
9. Voluntary Annexation Agreement- 475 Fitch Drive Lawson Brown, City Attorney
10. Adjournment..... Mayor



OFFICE OF THE MAYOR

PROCLAMATION

54th ANNUAL PROFESSIONAL MUNICIPAL CLERKS WEEK

April 30 - May 6, 2023

Whereas, The Office of the Professional Municipal Clerk, a time honored and vital part of local government exists throughout the world, and

Whereas, The Office of the Professional Municipal Clerk is the oldest among public servants, and

Whereas, The Office of the Professional Municipal Clerk provides the link between the citizens, the local governing bodies and agencies of government at other levels, and

Whereas, Professional Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all.

Whereas, The Professional Municipal Clerk serves as the information center on functions of local government and community.

Whereas, Professional Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Professional Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state and county professional organizations.

Whereas, it is most appropriate that we recognize the accomplishments of the Office of the Professional Municipal Clerk.

Now, Therefore, I, Ed Hooks, Mayor of the City of Mebane, do hereby recognize the week of April 30 through May 6, 2023, as Professional Municipal Clerks Week, and further extend appreciation to our City Clerk, Stephanie Shaw and to all Professional Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

Signed, Sealed and Delivered
this day of 3rd day of April, 2023.

(SEAL)

Ed Hooks, Mayor
City of Mebane



OFFICE OF THE MAYOR

PROCLAMATION

SMALL BUSINESS WEEK

First Week of May

WHEREAS, for more than 50 years, the U.S. Small Business Administration (SBA) has celebrated National Small Business Week, which recognizes the critical contributions of America's entrepreneurs and small business owners.; and

WHEREAS, Small Business Week is now observed throughout the nation; and

WHEREAS, we recognize the important role that small businesses play in bringing innovation, quality of life, jobs, and investment to the city; and

WHEREAS, small business owners are historically leading donors to the local community through financial gifts and volunteer hours; and

WHEREAS, focusing on entrepreneurial development and supporting small businesses provides for a stronger, more resilient economy;

NOW, THEREFORE, I, Ed Hooks, Mayor of the City of Mebane, do hereby proclaim the first week of May, as

"SMALL BUSINESS WEEK" IN THE CITY OF MEBANE

FURTHERMORE, I urge all residents to recognize the value of small businesses and to support them through patronage and advocacy.

This the 3rd day of April 2023.

Signed, Sealed and Delivered
this day of 3rd day of April, 2023.

(SEAL)

Ed Hooks, Mayor
City of Mebane



OFFICE OF THE MAYOR

PROCLAMATION

WHEREAS, public works professionals focus on infrastructure, facilities and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life and well-being of the people of Mebane; and

WHEREAS, these infrastructure, facilities and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers, and employees at all levels of government and the private sector, who are responsible for rebuilding, improving, and protecting our nation's transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and,

WHEREAS, it is in the public interest for the citizens, civic leaders and children in Mebane to gain knowledge of and to maintain an ongoing interest and understanding of the importance of public works and public works programs in their respective communities; and,

WHEREAS, the theme for this year's celebration is "Connecting the World Through Public Works", and 2023 marks the 63rd annual National Public Works Week sponsored by the American Public Works Association.

NOW, THEREFORE, I, Ed Hooks, Mayor of the City of Mebane, do hereby proclaim the week May 21–27, 2023 as

"Public Works Week"

in the City of Mebane, North Carolina, and I call upon all citizens and civic leaders in this community to gain knowledge of, and maintain a progressive interest in, the public works needs and programs vital to our everyday lives. And, to recognize the daily contributions which public works officials make ensure our health, safety, comfort, and quality of life.

Signed, Sealed and Delivered
this day of 3rd day of April, 2023.

(SEAL)

Ed Hooks, Mayor
City of Mebane



OFFICE OF THE MAYOR

PROCLAMATION

Month of the Monarch

May 2023

WHEREAS, the monarch butterfly is an iconic North American species whose multigenerational migration and metamorphosis from caterpillar to butterfly has captured the imagination of millions of Americans; and

WHEREAS, 20 years ago, more than one billion Eastern monarch butterflies migrated to Mexico, but in the winter of 2014, only 60 million made the trip; and

WHEREAS, cities, towns and counties have a critical role to play to help save the monarch butterfly, and the City of Mebane can play a leadership role by planting native plants and milkweed that support this spectacular iconic migration; and

WHEREAS, every citizen of Mebane can make a difference for the monarch by planting native milkweed and nectar plants to provide habitat for the monarch and pollinators in locations where people live, work, learn, play and worship; and

WHEREAS, on behalf of the others who have already joined me in creating healthy habitat for these magnificent butterflies, I am honored to sign the National Wildlife Federation's Mayor's Monarch Pledge; and I encourage other local government officials across our great nation to take a stand with me so that the monarch butterfly will once again flourish across the continent.

Now, therefore, I, Ed Hooks, Mayor of the City of Mebane, do hereby proclaim May as Mebane's ***Month of the Monarch***. In witness whereof, I have hereunto set my hand and caused to be affixed the seal of the City of Mebane, this 3rd day of April, 2023.

Signed, Sealed and Delivered
this day of 3rd day of April, 2023.

(SEAL)

Ed Hooks, Mayor
City of Mebane



The Mebane City Council met for its regular monthly meeting at 6:00 p.m., Monday, February 6, 2023 in the Council Chambers of the Glendel Stephenson Municipal Building located at 106 E. Washington Street.

Councilmembers Present:

Mayor Ed Hooks
Mayor Pro-Tem Tim Bradley
Councilmember Katie Burkholder
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
Aaron Davis, Recreation and Parks Director
Chuck Smith, Public Works Director
Ashely Ownbey, Development Director

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

Mayor Hooks recognized Rick Smith, Author and retired CEO of Mebane First Savings and Loan, who recently published his second book, *Crumbs from Heaven*. Mr. Smith came forward to speak briefly about the book.

No one spoke during the Public Comment Period.

Mayor Hooks gave an overview of the Consent Agenda:

- a. Approval of Minutes- January 9, 2023 Regular Meeting
- b. Final Plat- Tupelo Junction, Ph. 2
- c. Final Plat Reapproval- Buckhorn Business Centre, Ph. 1
- d. Final Plat Reapproval- St. Barts Place
- e. Bi-Annual Disposed Asset List
- f. Quarterly Financial Report

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

Barbara Hollerand, Executive Director of the DMDC gave a quarterly update via the attached PowerPoint presentation. During her presentation, Ms. Hollerand introduced the members of the DMDC Board of Directors who were in attendance. She also spoke about what full designation as Mebane Main Street, coming in July, would look like for Downtown. DMDC President Dan Shannon shared a few brief comments as well.

Mr. Davis presented a request for allowance of alcohol at the upcoming Cycle North Carolina Event in Mebane. He introduced Grace VandeVisser, Director of the Alamance County Visitors Bureau. Mr. Davis explained that they are both in attendance on behalf of Cycle NC asking for approval of the alcohol allowance request. He said that the City of Mebane was selected as an overnight location for the 2023 Cycle North Carolina, Mountains to Coast Ride. The "Mebane" overnight stay will occur on Tuesday, October 3rd, at the MACC Soccer Fields. Cycle NC has many sponsors for this event, one of which donates alcohol for distribution VIA a Happy Hour at most locations, a ticketed one (1) drink per participant. This year's sponsor has not been selected yet, but the distribution would take place between 4:00 and 5:00pm only, on site at the MACC Soccer Fields. It was stated that transportation will be provided to and from different areas in by the Alamance County Visitors Bureau.

Mr. Bradley made a motion, seconded by Ms. Burkholder, to approve the one-hour, happy hour, allowing alcohol to be given away by Cycle NC and its Sponsor. The motion carried unanimously.

Mark Reich, Engineer with Alley, Williams, Carmen and King, presented a request for an award of contract to Breece Enterprises, Inc. in the negotiated amount of \$761,925.00 to complete the Clay Street Infrastructure Improvements-Utility Contract and for approval of the related budget ordinance amendment. Mr. Reich explained that bids were advertised for the project in December and bids were to be received on January 10, 2023. However, only one (1) bid was received from

Breece Enterprises, Inc. Therefore, bids could not be opened. The project was then readvertised and only one (1) bid was received on January 25, 2023 from Breece Enterprises, Inc. Funding for the project requires a fund balance appropriation for the General Fund in the amount of \$172,125 and the Utility Fund in the amount of \$639,300.

Mr. Bradley made a motion, seconded by Mr. Ewing, to award a contract to Breece Enterprises, Inc. in the amount of \$761,925.00 for the Clay Street Infrastructure Improvements-Utility Contract and to approve the related budget ordinance amendment appropriating fund balance of \$172,125 in the General Fund and \$639,300 in the Utility Fund. 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 2022 as duly adopted on June 6, 2022, is hereby amended as follows:

ARTICLE I

APPROPRIATIONS	Current Budget	Change	Revised Budget
Utility Fund - Utilities	\$ 6,929,187	\$ 639,300	\$ 7,568,487
General Fund - Public Works	\$ 3,326,097	\$ 172,125	\$ 3,498,222

ARTICLE II

REVENUES	Current Budget	Change	Revised Budget
Utility Fund - Appropriated Fund Balance	\$ 3,729,203	\$ 639,300	\$ 4,368,503
General Fund - Appropriated Fund Balance	\$ 4,696,038	\$ 172,125	\$ 4,868,163

This the 6th day of February, 2023.

Mr. Davis presented a request for an award of contract to W.C. Construction at \$108,000 to construct the Fiddler Stage at Mebane Community Park and the fund balance appropriation of \$45,000 to complete the project and provide a contingency. Mr. Davis stated that three (3) bids were received, all of which totaled over the budgeted amount and will require both approval of the low bid, and increased funds to proceed with this project.

Mr. Ewing made a motion, seconded by Ms. Hadley to award the contract to the lowest bidder for the Fiddler Stage to W.C. Construction at \$108,000 and the fund balance appropriation of \$45,000 to complete the project and provide a contingency. 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 2022 as duly adopted on June 6, 2022, is hereby amended as follows:

ARTICLE I

APPROPRIATIONS	Current Budget	Change	Revised Budget
General Fund - Recreation & Parks	\$ 2,636,376	\$ 45,000	\$ 2,681,376

ARTICLE II

REVENUES	Current Budget	Change	Revised Budget
General Fund - Appropriated Fund Balance	\$ 4,696,038	\$ 45,000	\$ 4,741,038

This the 6th day of February, 2023.

Mr. Brown presented a request for approval of an agreement with NCDOT which would allow NCDOT to install traffic signalization on the two interchange ramps on I 40/85 at Buckhorn Road. Mr. Brown explained that the City has experienced industrial based growth in the Buckhorn Economic Development Zone in western Orange County where interstate highway access is best afforded at the Buckhorn Road exits off and onto Interstate 40/85. Al Neyer has paid to the City \$260,000 to be used to address traffic issues in the area. The payments were a part of conditional industrial zonings as offered payments by Al Neyer. NCDOT has agreed to design and install the signalization contingent upon the City paying \$232,000 of the costs. The moneys from the City will be appropriated from the \$260,000 paid by Al Neyer.

Mr. Bradley made a motion, seconded by Mr. Ewing, approving that the City enter into the Agreement with the NCDOT and appropriate the \$232,000 to pay for the same, such funds to be taken from the \$260,000 paid by Al Neyer. 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 2022 as duly adopted on June 6, 2022, is hereby amended as follows:

ARTICLE I			
APPROPRIATIONS	Current Budget	Change	Revised Budget
General Fund - Public Works	\$ 3,326,097	\$ 232,000	\$ 3,558,097

ARTICLE II			
REVENUES	Current Budget	Change	Revised Budget
General Fund - Appropriated Fund Balance	\$ 4,696,038	\$ 232,000	\$ 4,928,038

This the 6th day of February, 2023.

Mr. Smith presented a request for approval of a budget ordinance amendment for the new street lighting along NC 119, specifically costs associated with boring, tamping and seeding. Ms. Smith stated that staff is proposing to add street lighting at the following locations:

- NC 119 from S. Third Street to Smith Street/Development Center Drive
- Corregidor Street from Water Works Road to the southern entrance of the Mebane Arts & Community Center
- Roosevelt Street from Corregidor Street to approximately 500’ (the newly constructed section of road)
- S. Third Street Ext. from NC 119 to Stoneham Road
- S. Fifth Street from NC 119 to S. Fifth Street Ext.
- S. Fifth Street Ext. from NC 119 to S. Fifth Street

He added that the street lighting as proposed would allow consistency with the previous lighting provided along NC 119 from Lowes Blvd. to S. Fifth Street and also along the re-aligned streets.

Mr. White made a motion, seconded by Mr. Bradley, to approve the budget ordinance amendment for the new street lighting along NC 119 costs associated with boring, tamping and seeding. 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 2022 as duly adopted on June 6, 2022, is hereby amended as follows:

ARTICLE I

APPROPRIATIONS	Current Budget	Change	Revised Budget
General Fund - Public Works	\$ 3,326,097	\$ 109,195	\$ 3,435,292
General Fund - Recreation & Parks	\$ -	\$ -	\$ -

ARTICLE II

REVENUES	Current Budget	Change	Revised Budget
General Fund - Appropriated Fund Balance	\$ 4,696,038	\$ 109,195	\$ 4,805,233

This the 6th day of February, 2023.

Ms. Ownbey presented a request for appointments to the Bicycle and Pedestrian Advisory Commission (BPAC). Ms. Ownbey explained that there are currently two (2) City openings on the BPAC, reserved for individuals living in the Mebane City Limits. Those members shall serve three-year terms. Three qualified individuals applied for the two open positions: Allison Tate, Tyson Smith, and Matthew Cummings.

Mr. White made a motion, seconded by Mr. Bradley, to appoint Matthew Cummings and Allison Tate to serve on the City of Mebane BPAC and provide guidance to the Mebane City Council on the implementation of the Bicycle and Pedestrian Transportation Plan and related matters. The motion carried unanimously.

Mr. Ewing expressed interest in having Mayor Hooks issue a proclamation honoring Black History Month. Mayor Hooks stated that a proclamation is being prepared.

Mr. Rollins announced that the traffic signal at Old Hillsborough Road and Mebane Oaks Road is now functioning. He also gave a brief update on the Mebane Oaks bridge currently under construction, sharing that there will be a delay of a couple months in the completion of that project. As a last announcement, he shared that Lumos has begun installing new internet lines throughout Mebane.

Mr. Bradley called attention to some recent gas line installation work on Jackson Street and questioned if the City inspects that work to ensure the streets are repaired to meet the City's standards. Utilities Director Kyle Smith replied yes, the City staff is inspecting and evaluating that repair work.

There being no further business, the meeting adjourned at 7:09 p.m.

ATTEST:

Stephanie W. Shaw, City Clerk

Ed Hooks, Mayor



Quarterly Update

Downtown Mebane
Development Corporation

Mebane City Council – Feb. 6, 2023



The DMDC Mission

The Downtown Mebane Development Corporation facilitates the revitalization and preservation of historic Downtown Mebane through an inclusive collaboration and partnership with greater Mebane.



Timeline

- In 2019, became a Downtown Associate Community with NC Main Street & Rural Planning Center
- “Mebane Model” Main Street Program chosen, emphasizing close partnership with the City
- Incorporated in July 2022
- Memorandum of Understanding with City in September 2022
- Executive director hired in October 2022
- Applied for non-profit 501(c)(3) status
- FY22-23 serving as **transition year** before designation as a Main Street Community in July 2023



DMDC Board of Directors

- **Dan Shannon** (Edward Jones) - President
- **Steve Krans** (Junction on 70) – Vice President
- **Sugaree Thornton** (Clay Street Printing & Signs) – Secretary
- **Kat Mathias** (Impulsive Creativity) – Treasurer
- **Teresa Dallas** (The Curious Peddler)
- **Barbara Guttman** (Downtown property owner)
- **Sarah Williams** (Habitat for Humanity of Alamance County)

- **Mayor Ed Hooks** – Ex-officio
- **Council Member Katie Burkholder** – Ex-officio
- **Aaron Davis** (City of Mebane Recreation and Parks) – Ex-officio
- **Grace VandeVisser** (Alamance County Visitors Bureau) – Ex-officio



The DMDC Message

- Full designation as Mebane Main Street is coming in July
- We're advocates for Downtown
- We're a communications resource
- Stay tuned to find out how you can be involved!



Program Accountability

- NC Main Street & Rural Planning Center
 - Adoption of annual work plan and budget
 - Annual program assessment
 - Required training
- City of Mebane
 - Quarterly program updates
 - Annual budget appropriation process



Four Points of Main Street

- **Organization**
- **Promotion**
- **Design**
- **Economic Vitality**



Recent Milestones for DMDC

Organization – On track for July designation

- NC Main Street training requirements
- Executive Committee monthly meetings
- DMDC Board monthly meetings
- Filled vacant seat (now a full board)
- Kickoff for committees in early 2023
- Creating program awareness and education
- Applied for IRS tax exempt status
- Applied for/received exemption for charitable solicitation license for 2022
- Interns – spring and summer 2023



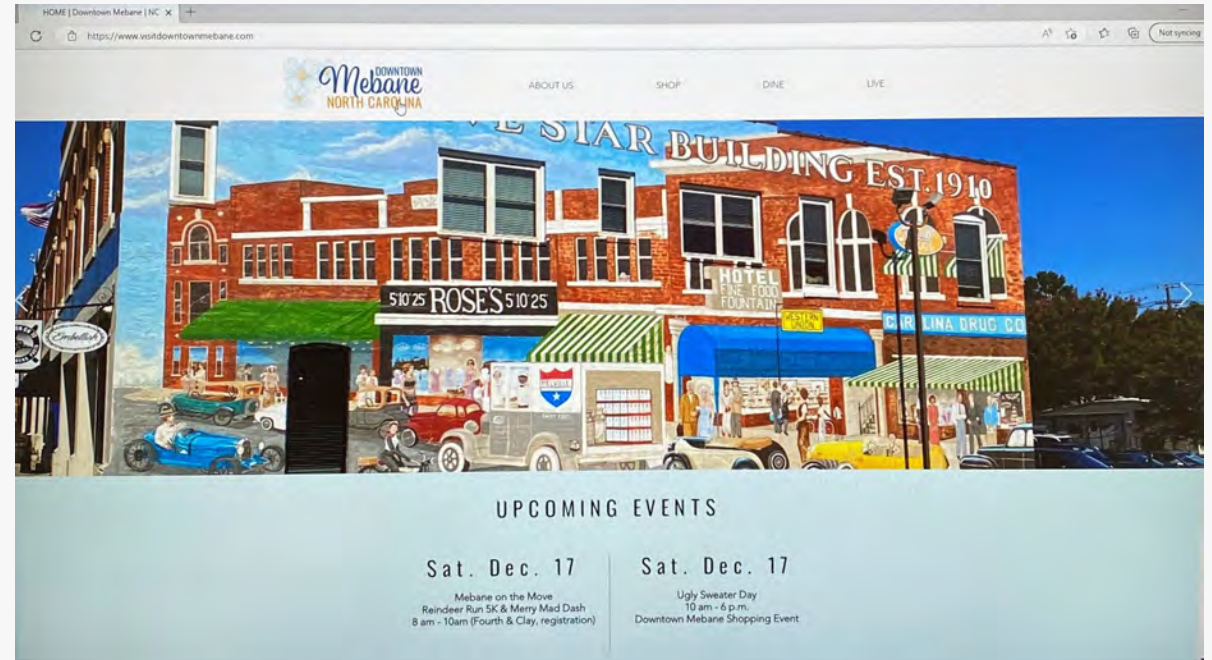
Recent Milestones for DMDC

Promotion

- Covid Catch-Up Ribbon Cuttings



Recent Milestones for DMDC



Promotion *(continued)*

- Website launched Nov. 21

<https://www.VisitDowntownMebane.com>

- Business listings (Dine, Shop, Live)
- About the Mebane Main Street program
- Coming soon: Events, Blog



Recent Milestones for DMDC



Promotion *(continued)*

- Hometown Holidays Celebration (Destination Downtown Mebane)
- Small Business Saturday (Mebane Merchants)
- Mebane Christmas Parade (City of Mebane)
 - VIP View fundraiser
 - Business spotlights during livestream



Recent Milestones for DMDC

Promotion *(continued)*

- Billboard program
- Downtown Businesses monthly meeting
 - Website/social media
 - Joint and seasonal promotions



Recent Milestones for DMDC



Design

- Forming a History subcommittee
- Forming a Public Arts subcommittee



Recent Milestones for DMDC

Economic Vitality – Economic Development Strategies (Committees)

- Center for Community Engagement and Inclusivity
- Hub for Regional Leisurely and Recreational Activities
- Rich with Diverse Small Businesses, Nightlife and Dining Options



Value of DMDC

- Networking/Collaboration
 - Destination Downtown Mebane
 - Mebane Merchants
 - Mebane Business Association
 - Mebane Historical Museum
 - Mebane Trail Rangers
 - Main Street directors (Elon & Burlington)
 - Alamance Chamber of Commerce
 - Alamance County Visitor's Bureau
 - Elon University
 - City committees (ex. BPAC)
- Engagement
 - Downtown Baseline Survey



Value of DMDC

- City Liaison
 - Clay Street construction projects
 - Downtown Exterior Improvement Grants
 - Downtown redevelopment projects (ex. Manor on Washington)
- Exposure and Education
 - Downtown businesses
 - Greater Mebane business community
 - Non-profits
 - Social organizations
 - Schools
 - Individuals
 - Anyone with an interest in Downtown Mebane



Coming Up Next Quarter

- NC Main Street Annual Conference
“Trek on Down to Main Street”
 - **Save the dates: Mar. 14-16**
 - More details to come



Thank you



Questions?





Mebane City Council
Mebane’s Racial Equity Advisory Committee
Joint Workshop
Mebane Arts and Community Center
Friday, February 10, 2023

The Mebane City Council and Mebane’s Racial Equity Advisory Committee (REAC) participated in a joint workshop at 1:00 p.m. on Friday, February 10, 2023 at the Mebane Arts and Community Center, 633 Corregidor Street, Mebane, NC 27302.

Mebane Councilmembers Present:

Mayor Ed Hooks
Mayor Pro-Tem Tim Bradley
Councilmember Katie Burkholder
Councilmember Sean Ewing
Councilmember Montrena Hadley
Councilmember Jonathan White

Staff Present:

Chris Rollins, City Manager
Preston Mitchell, Assistant City Manager
Lawson Brown, City Attorney
Beatrice Hunter, HR Director and REAC Staff Liaison
Stephanie Shaw, City Clerk

REAC Members Present:

Co-Chair Keisha Bluford
Co-Chair Travis Albritton
Erica Bluford
Tomeka Ward-Satterfield
Daniel Velasquez
Stuart Smith

REAC Member Absent:

Daniel Troxler

Workshop Facilitators Present:

Beverly Scurry, Community Program Manager, UNC Health Equity and Inclusion Department
Allison De Marco, Policy and Equity Lead, Jordan Institute for Families, UNC School of Social Work

Co-Chair Bluford opened the meeting and welcomed everyone at 1:10 p.m.

Ms. Scurry and Ms. De Marco introduced themselves and welcomed everyone. They stated their plan for the workshop, highlighting three main topics: 1) Level-setting 2) Visioning and 3) Use of Racial Equity Tools.

Each person in attendance introduced themselves and gave a brief statement on what they hope to gain from the workshop.

Ms. Scurry and Ms. De Marco guided the workshop via the attached PowerPoint. At various times during the workshop, attendees were divided into small groups for brainstorming and discussion. The groups shared thoughts and ideas aloud with others.

At the conclusion of the workshop, Ms. Scurry and Ms. De Marco shared a resource list for opportunities for additional learning and engagement.

No formal action was taken during the workshop. The workshop adjourned at 5:57pm.

Ed Hooks, Mayor

ATTEST:

Keisha Bluford, REAC Co-Chair

Stephanie W. Shaw, City Clerk

Travis Albritton, REAC Co-Chair

City of Mebane Racial Equity Advisory Commission Workshop

February 10, 2023

Facilitators: Beverly Scurry & Allison De Marco

List things schools, religious organizations, others commonly do to support people experiencing homelessness. Then ask, of all these things, which is a threat to the existence of homelessness – to the underlying issue of people being unhoused?

-Dr. Paul Gorski

Introductions

Overview

1. Level Setting
2. Visioning
3. Use of racial equity tools



CO-CREATING CONVERSATION GUIDELINES

Work to be self aware of judgments

Listen

Let all voices be heard

Accept non closure

Lean into discomfort

Suspend your certainties

Use “I” statements

Focus on your own learning

Be present/limit distractions

Practice self care

What else would you like to add?

Relationship Building

- How racially diverse was your neighborhood growing up? What message(s) did you get about race from living there?
- When was the first time you had a teacher of a different race? How often did this occur? When was the first time you had a teacher of the same race? How often did this occur?
- When/how did you first realize that races were treated differently in society? Who helped you make sense of that difference in treatment, and how did they do so?
- When did you first work in a community that was racially different from the one you grew up in?

Topic 1

Level Setting

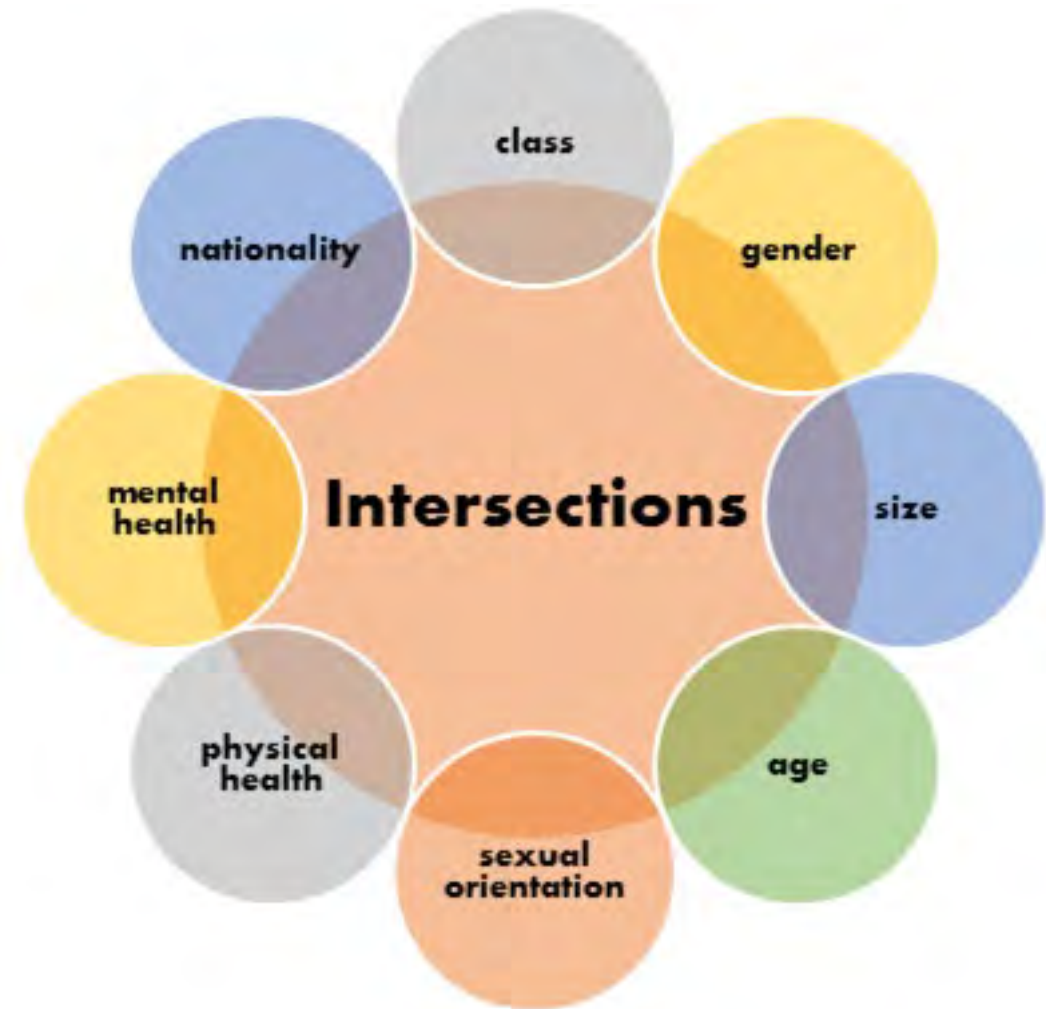
Defining Terms

- **Power:** The ability to ...
 - make decisions for yourself & others
 - have access to decision-makers/influence
 - move and acquire resources
 - define reality for yourself & others

- **Institution:** Structure or mechanism governing the behavior of a set of individuals.

- **Advantage:** Power systemically given to a group based on characteristics usually outside of their control.
- **Oppression:** Power systemically withheld from a group based on characteristics usually outside of their control, creating a system that discriminates against some groups & benefits other groups.
- **Anti-racism:** is defined as the work of actively opposing racism by advocating for changes in political, economic, and social life.

- **Intersectionality:** we all have multiple identities that interact with each other. Systems of oppression and privilege are interconnected.
- We all have some form(s) of power--and we all enjoy the power we have access to. The problem is that power often oppresses another group.



LEVELS OF RACISM

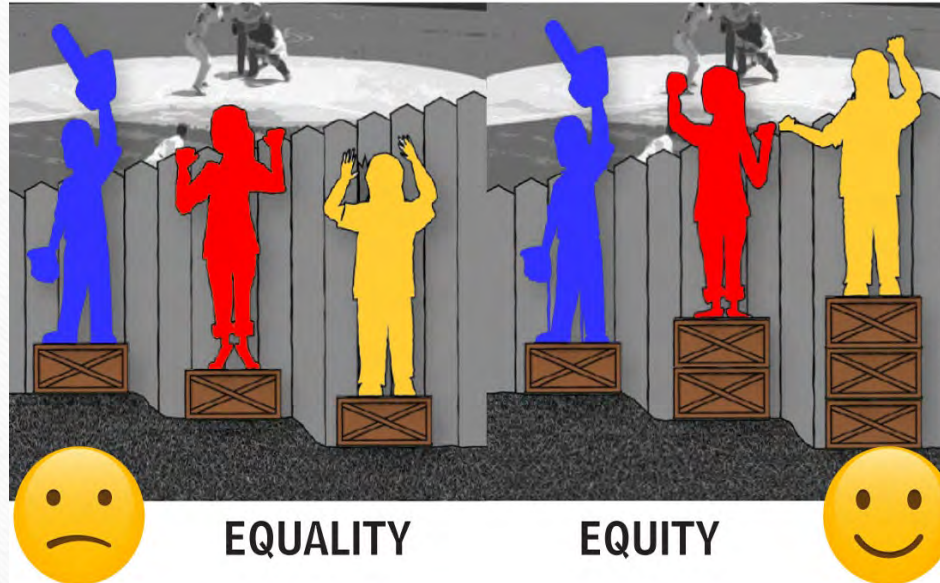
C. P. JONES (2000)

1. Institutional/structural
2. Personally mediated / interpersonal
3. Internalized

WHAT IS RACIAL EQUITY

- The condition that would be achieved if one's racial identity no longer predicted, in a statistical sense, how one fares (Center for Assessment and Policy Development).
- The statistical portrait of the US by race reveals persistent disparities between people of color and white people
- Disparities exist because of structural racism – the social, economic, educational, & political forces and policies that operate to foster discriminatory outcomes or give preferences to members of one group over others (Barker, 2003; Soto, 2004).

WHAT is racial equity?



Equality = sameness

Equity = fairness

Equality = Sameness

Equity = Fairness

EQUALITY V. EQUITY

- **Equality is about SAMENESS.** It promotes fairness and justice by giving everybody the same thing.
- **BUT**, it can only work **if everyone starts from the same place.** In the first image, everyone gets the same size box, yet they still don't all have a view. However, equality only works if everyone is the same height.
- **Equity is about FAIRNESS.** It's about making sure people get access to the same opportunities.
- Our history has created barriers to participation. We must **first ensure EQUITY** – everyone with the same view of the playing field – before we can enjoy equality.



REAC Ordinance Definition

Racial Equity. Racial Equity as defined for purposes of this Ordinance as equal opportunities for people of color (whether African American, Hispanic, Asian, American Indian/Alaskan Native, Native Hawaiian/Pacific Islander) where possible. Where “equal” is not possible, Racial Equity shall mean sufficient effort and deliberate efforts through the promotion of equal education, employment, training, mentoring, and partnering to uplift all persons to best approximate and achieve equity. This shall include:

- 1) The promotion of understanding, respect, and goodwill among all citizens;
- 2) The provision of channels of communication among the races;
- 3) Encouraging the employment of qualified people without regard to race, religion, national origin, disability, gender, age, sexual orientation, gender identity or gender expression; and
- 4) Encouraging youth to become better trained and qualified for employment.

Other Equity Efforts in Mebane and Alamance County

- Alamance County Health Equity Collective (HEC)
- West End Revitalization Association (WERA)
- Alamance Racial Equity Alliance (AREA)
- Alamance County Remembrance Coalition
- African American Cultural Arts and History Center (AACAHHC)
- Health, Equity and Racism (H.E.R) Lab
- Black Entrepreneur Collaborative (BEC)

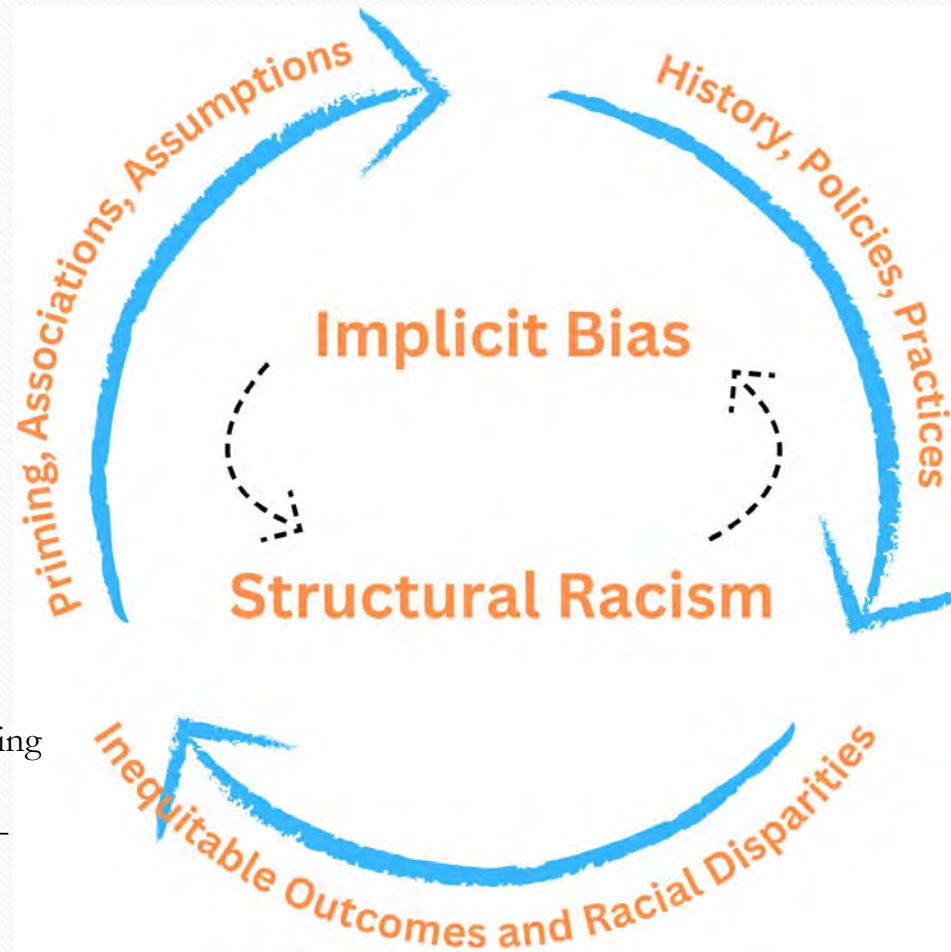
Socialization and Implicit Bias

The attitudes or stereotypes that affect our understanding, actions, and decisions in an unconscious manner.

- Held by everyone
- Equally likely for intentionally marginalized communities
- More likely among those who consider themselves objective

Dominant narratives about race (family, media, society) coupled with racialized structural arrangements and differential outcomes by race all prime us to believe that people of color are inferior to white people, create and maintain harmful associations, and lead us to make harmful assumptions, consciously and unconsciously, about people of color

Inequitable outcomes and experiences resulting from policy decisions in health, housing, employment, education, and life expectancy - reinforces white supremacist beliefs and ideology; dominant narrative uses disparate outcomes as evidence of white superiority, promotes whiteness as “normal” and desirable and justifies inequality



Race is created to justify enslaving people from Africa (economic engine of country)

Policies and practices that consolidate and protect power bestow unearned economic, social, cultural, and political advantage to people called “white,” and unearned disadvantage to people of color

National narrative (ideology, belief system) about people of color being “less than” human (and less than white) justifies mistreatment and inequality (white supremacy)

For example:

- Voting Rights
- FHA Loans
- Residential Segregation
- Access to education, green space, resources, safety, healthcare, etc.
- Jobs, hiring and advancement

10 Minute Break

Advancing equity through government

- Rothstein (2017) in the *Color of Law* writes, “without our government’s purposeful imposition of racial segregation, the other causes—private prejudice, white flight, real estate steering, bank redlining, income differences, and self-segregation—still would have existed but with far less opportunity for expression.”
- We cannot advance racial equity without the transformation of government into an inclusive democracy (Government Alliance on Race and Equity [GARE], 2017).
- To achieve this goal, we must recognize the historical legacy of government in creating and maintaining racial inequity, explicitly from our very beginnings, and implicitly for the last half a century.
- Within our cities and counties, we must “normalize racial equity as a key value, operationalize racial equity via new policies and institutional practice, and organize, both internally and in partnership with other institutions and the community (GARE, 2018).”

Government's Role

- Historical Policies
 - *Land Ordinance Act offered 640 acres for \$1 to white people*
 - *Homestead Act allots 160 acres of Western (i.e., American Indian) land to those who could pay \$1.25/acre (European Homesteaders)*
 - *Federal Housing Act allocates funds to white neighborhoods*
 - *Social Security Act excluded domestic and agricultural workers from old-age pension and unemployment compensation.*
 - *GI Bill made higher education more accessible to whites*
 - *Pandemic recovery funds through the PPP loan program benefited those with existing banking relationships*

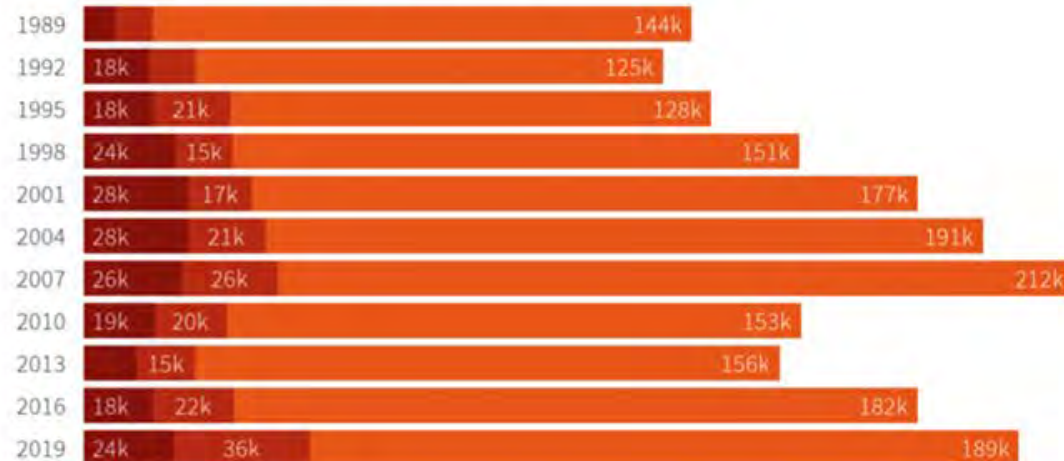
The Racial Wealth Divide

- Assets/wealth are not equitably distributed across the population

Median family net worth by race

Black and Hispanic families added wealth faster than whites in the last 3 years, but remain far behind.

● Black, non-Hispanic ● Hispanic ● White, non-Hispanic

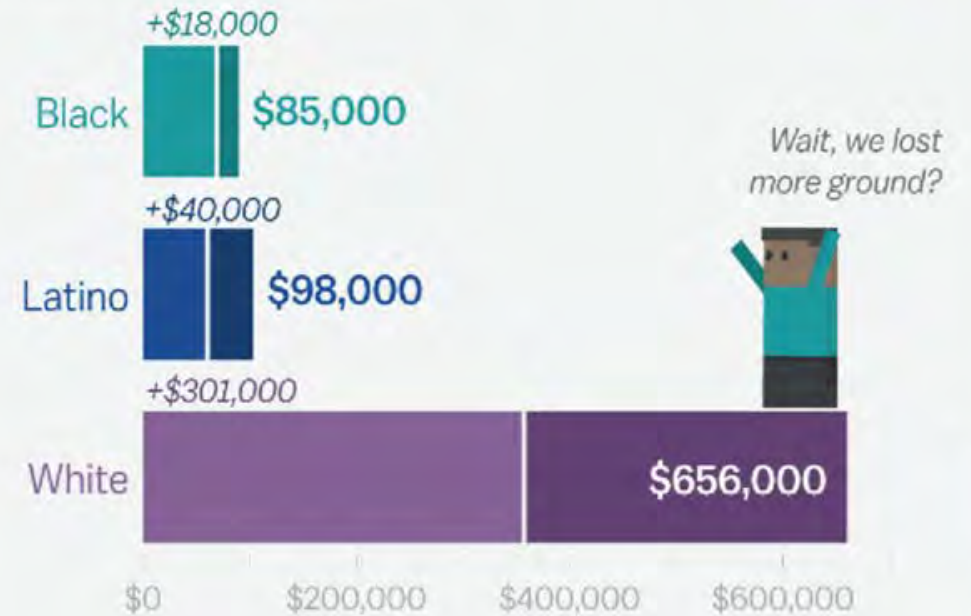


Note: Adjusted for inflation.

Source: U.S. Federal Reserve

How household wealth changed from 1983 to 2013

All figures are in 2013 dollars

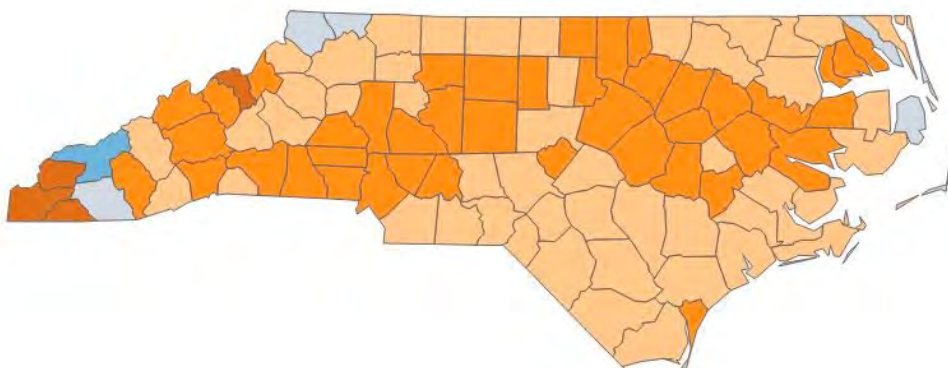


Data from "The Ever-Growing Gap," a report from the Institute for Policy Studies, Corporation for Enterprise Development, and Racial Wealth Divide Initiative

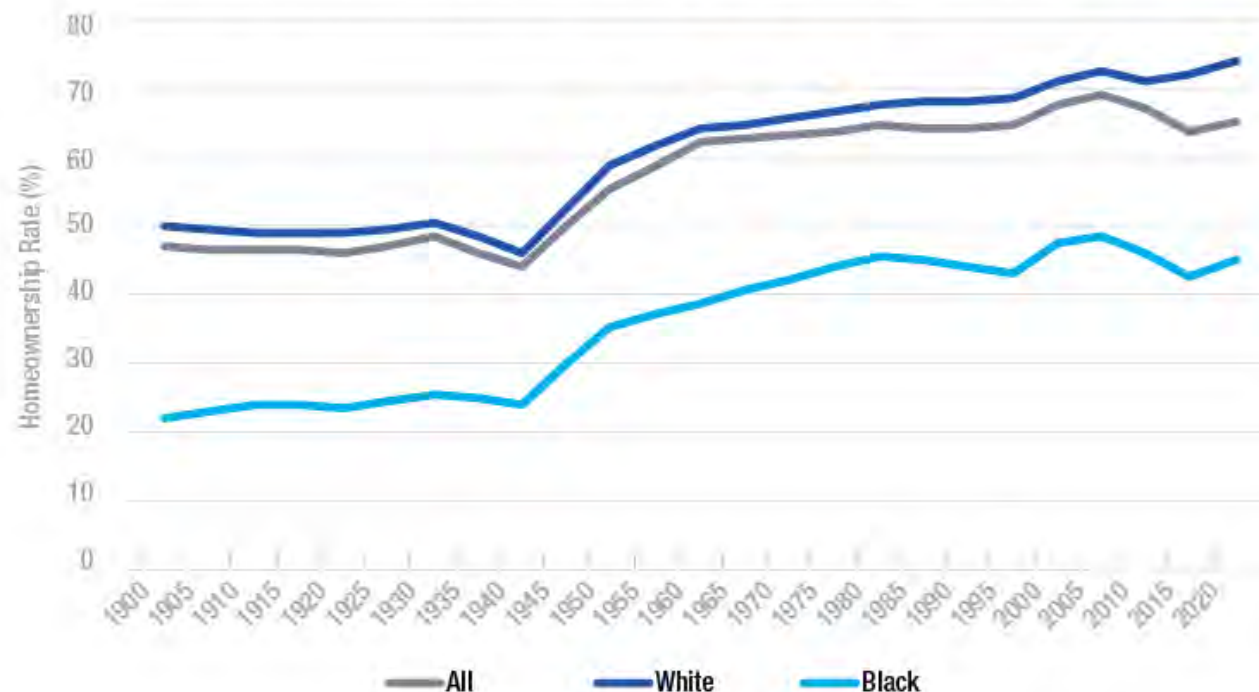
% Difference

- >25%
- 0% to 25%
- 25% to 0
- 50% to -25%
- <-50%

Difference Between White & Black Home Ownership Rates



Homeownership Rates by Race from 1900-2020



** Source: 1900 - 1990 Data provided by U.S. Census Decennial Survey. More detailed 1995-2010 and Q12015 data was provided by the Census Bureau's Housing Vacancies and Homeownership Survey. 2020 and future projections provided by Joint Center for Housing Studies at Harvard. Calculations conducted by Richardson, J. and Mitchell, B. of NCRC Research team.

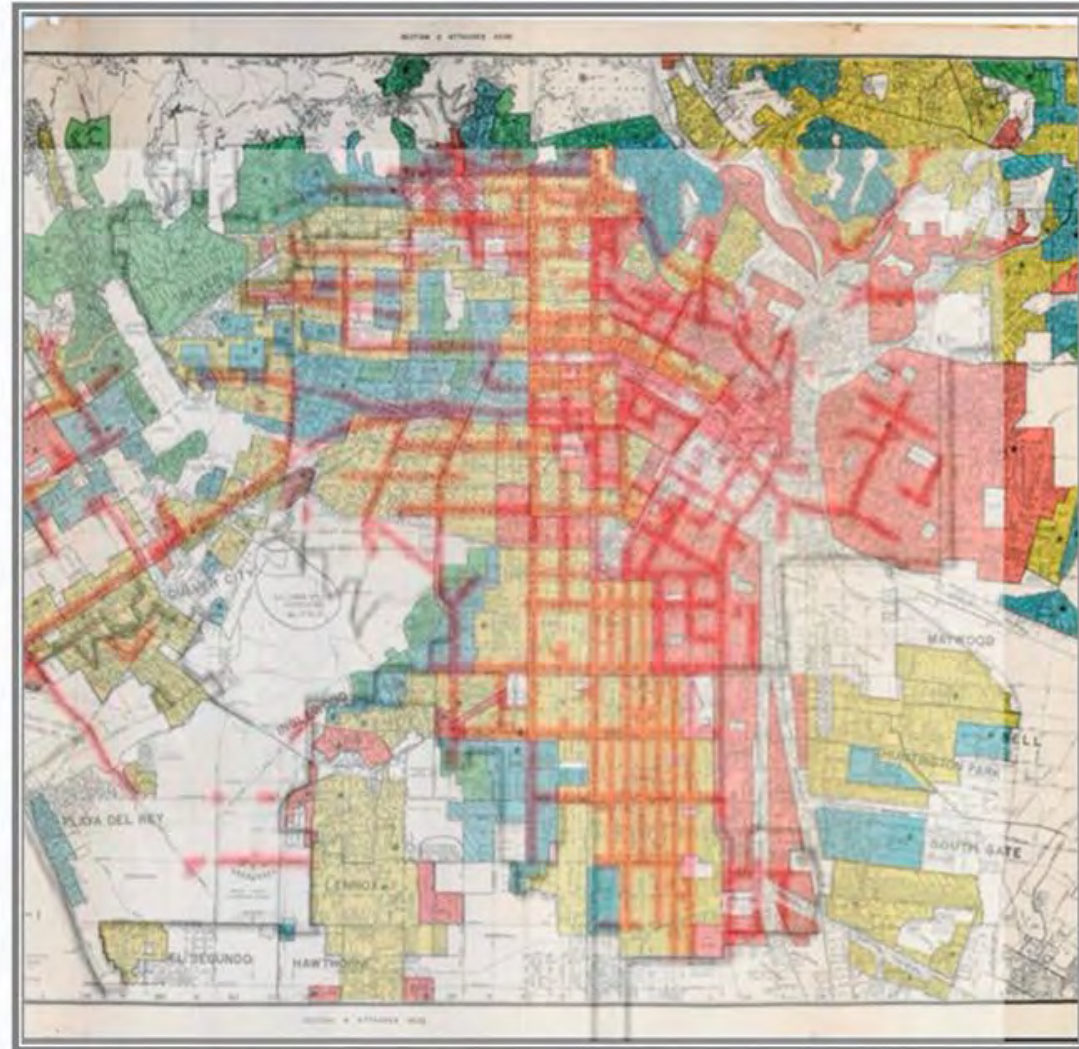
NCRC.ORG

NATIONAL COMMUNITY REINVESTMENT COALITION

Los Angeles Redlining Map

There is a strong correlation between formerly redlined areas of the city & pedestrian deaths.

Redlining in Los Angeles: the overwhelming majority of pedestrian deaths are taking place in formerly redlined neighborhoods.



Topic 2

Visioning

What would look different about Mebane if we reimagined each policy, practice, and a bit of institutional culture to prioritize (not include, but PRIORITIZE) the interests of those whose interests it has mostly failed to attend?

REAC Ordinance

(a) *Duties.* The Committee is charged with carrying out the human relations and racial equity in accordance with the authority set forth in the North Carolina General Statutes, and in doing so its duties will include, but will not be limited to, the following:

- 1) Make policy recommendations to the City Council which promote and improve human relations and advance equity in the City;
- 2) Provide a forum where residents can raise, and bring to the Committee's attention, issues and complaints relating to human relations issues in the city;
- 3) Engage the community and gather community input regarding the utilization of City- funded programs and policies for the promotion of racial equity and human relations;
- 4) Promote and improve human relations and advance racial equity in public safety;
- 5) Promote and improve human relations and advance racial equity in educational, art and cultural opportunities;
- 6) Promote and improve human relations and advance racial equity in economic development in the City, including but not limited to City-funded economic development programs and opportunities; and
- 7) Promote and improve human relations and advance racial equity in housing in the City, including but not limited to working with the City and other agencies and community organizations to enhance opportunities and programs related to affordable housing and to address issues related to gentrification.

10 Minute Break

Topic 3

Racial Equity Toolkits

Activity: What does it mean to use a racial equity lens?

- Review your definition
- Jot down/discuss what this means in your words
- How does this apply to your context or work?
- Share with full group

APPENDIX I

Racial Equity Plan Template

(Template that can be customized depending on your jurisdiction's self-assessment and priorities; add your actions, timeline, accountability and performance measures, along with any additional results, indicators and outcomes)

1. Jurisdiction's residents understand and are committed to achieving racial equity.					
Community Indicator	Outcomes and Actions	Timeline	Accountability	Performance Measure	Progress Report
•Percent of population who believe advancing racial equity should be a priority of government	A. Jurisdiction's employees understand, are committed to, and have the infrastructure needed to advance racial equity.				
•Percent of population who understand the jurisdiction's commitment to racial equity					

2. Jurisdiction's residents view the jurisdiction as an effective and inclusive government that engages community.					
Community Indicator	Outcomes and Actions	Timeline	Accountability	Performance Measure	Progress Report
•Percent of population who believe the jurisdiction values community participation and engagement	A. Jurisdiction's employees have outreach and engagement skills and competencies to advance racially inclusive outreach and engagement.				
•Jurisdiction services are well received by community members					
• voter turnout					

Racial Equity Plan Template

3. Jurisdiction's communities of color share in the economic prosperity.					
Community Indicator	Outcomes and Actions	Timeline	Accountability	Performance Measure	Progress Report
•Unemployment rates	A. Jurisdiction is a model employer advancing racial equity. B. Investments in contracting and procurement benefit the diversity of jurisdiction's communities.				
•Household income					
•Number of businesses developed					

4. Others					
Community Indicator	Outcomes and Actions	Timeline	Accountability	Performance Measure	Progress Report
•Criminal justice					
•Education					
•Housing					
•Health					

Strategic Plan Example

Orange County Health Department

https://www.orangecountync.gov/DocumentCenter/View/12297/Racial_Equity_Strategic_Plan_2020_2024_ochd_ALL

Pages 35-43

Racial Equity Toolkit

to Assess Policies, Initiatives, Programs, and Budget Issues



The vision of the Seattle Race and Social Justice Initiative is to eliminate racial inequity in the community. To do this requires ending individual racism, institutional racism and structural racism. The Racial Equity Toolkit lays out a process and a set of questions to guide the development, implementation and evaluation of policies, initiatives, programs, and budget issues to address the impacts on racial equity.

When Do I Use This Toolkit?

Early. Apply the toolkit early for alignment with departmental racial equity goals and desired outcomes.

How Do I Use This Toolkit?

With Inclusion. The analysis should be completed by people with different racial perspectives.

Step by step. The Racial Equity Analysis is made up of six steps from beginning to completion:



Racial Equity Toolkit Assessment Worksheet

Title of policy, initiative, program, budget issue: _____

Description: _____

Organization: _____ Contact: _____

☐ Policy ☐ Initiative ☐ Program ☐ Budget Issue

Step 1. Set Outcomes.

1a. What does your organization/unit define as the most important racially equitable **community outcomes** related to the issue? *(Response should be completed by department leadership in consultation with RSJI Executive Sponsor, Change Team Leads and Change Team. Resources on p.4)*

1b. Which racial equity **opportunity area(s)** will the issue primarily impact?

☐ Education
☐ Community Development
☐ Health
☐ Environment

☐ Criminal Justice
☐ Jobs
☐ Housing

1c. Are there impacts on:

☐ Contracting Equity
☐ Workforce Equity
☐ Immigrant and Refugee Access to Services

☐ Inclusive Outreach and Public Engagement
☐ Other

Please describe:

Step 2. Involve stakeholders. Analyze data.

2a. Are there impacts on geographic areas? ☐ Yes ☐ No

Check all neighborhoods that apply (see map on p.5):

☐ All Seattle neighborhoods
☐ Ballard
☐ North
☐ NE
☐ Central

☐ Lake Union
☐ Southwest
☐ Southeast
☐ Delridge
☐ Greater Duwamish

☐ East District
☐ King County (outside Seattle)
☐ Outside King County

Please describe:

2b. What are the racial demographics of those living in the area or impacted by the issue?
(See Stakeholder and Data Resources p. 5 and 6)

2c. How have you involved community members and **stakeholders**? *(See p.5 for questions to ask community/staff at this point in the process to ensure their concerns and expertise are part of analysis.)*

2d. What does data and your conversations with **stakeholders** tell you about existing racial inequities that influence people's lives and should be taken into consideration? (See Data Resources on p. 6. *King County Opportunity Maps* are good resource for information based on geography, race, and income.)

2e. What are the root causes or factors creating these racial inequities?

Examples: *Bias in process; Lack of access or barriers; Lack of racially inclusive engagement*

Step 3. Determine Benefit and/or Burden.

Given what you have learned from data and from stakeholder involvement...

3. How will the policy, initiative, program, or budget issue increase or decrease racial equity? What are potential unintended consequences? What benefits may result? Are the impacts aligned with your department's community outcomes that were defined in Step 1?

Step 4. Advance Opportunity or Minimize Harm.

4. How will you address the impacts (including unintended consequences) on racial equity? What strategies address immediate impacts? What strategies address root causes of inequity listed in Q.6? How will you partner with stakeholders for long-term positive change? If impacts are not aligned with desired community outcomes, how will you re-align your work?

Program Strategies? _____

Policy Strategies? _____

Partnership Strategies? _____

Step 5. Evaluate. Raise Racial Awareness. Be Accountable.

5a. How will you evaluate and be **accountable**? How will you evaluate and report impacts on racial equity over time? What is your goal and timeline for eliminating racial inequity? How will you retain stakeholder participation and ensure internal and public accountability? How will you raise awareness about racial inequity related to this issue?

5b. What is unresolved? What resources/partnerships do you still need to make changes?

Step 6. Report Back.

Share analysis and report responses from Q.5a. and Q.5b. with project leadership, team members and community members involved in Step 1.

ACTIVITY – RACIAL EQUITY TOOLKIT

Assign groups

Select a priority/duty from the activity in Topic 2

Talk through each step

Report out

Closing

- Individual free-write time to reflect on your own personal next steps
- Share personal commitments/next steps
- Wrap-up





The Mebane City Council and the Alamance County Board of Commissioners assembled together at 1:30 p.m. on Friday, March 17, 2023 at the vacant lot on the corner of W. Holt Street and Lake Latham Road (just West of Cambro). The purpose of the assembly was to explore the location of a potential site for infrastructure improvements.

Mebane Councilmembers Present:

Mayor Ed Hooks
Mayor Pro-Tem Tim Bradley
Councilmember Katie Burkholder
Councilmember Sean Ewing
Councilmember Montrena Hadley

Mebane Staff Present:

Chris Rollins, City Manager
Preston Mitchell, Assistant City Manager
Stephanie Shaw, City Clerk

Mebane Councilmembers Absent:

Councilmember Jonathan White

Alamance County Board of Commissioners Present:

Chair John Paisley
Vice Chair Steve Carter
Commissioner Bill Lashley
Commissioner Pamela Thompson

Alamance County Staff Present:

Heidi York, County Manager
Brian Baker, Assistant County Manager
Tory Frink, County Clerk

Alamance County Board of Commissioners Absent:

Commissioner Craig Turner

Alamance Chamber Staff Present:

Reagan Gural, President
David Putnam, Sr. Director Economic Development
Kevin Szostak, Economic Development Projects

Samet Staff Present:

Brian Hall, Samet Corporation, President- Real Estate

Brian Hall presented information, along with a conceptual site plan, for a proposed “transload” rail facility at the corner of West Holt Street and Lake Latham Road. The transload rail facility has been in planning stages since Cambro’s recruitment to Mebane and the early phases of the North Carolina Industrial Park (NCIC), led by the Alamance County Chamber of Commerce and the Samet Corporation. He explained that the facility would serve multiple industrial tenants in the NCIC, as well as other local businesses, and would be built from the existing rail spur that connects to Cambro Manufacturing.

Senator Amy Galey was in attendance and spoke in favor of the project, citing the positive impacts for Alamance County.

The proposed facility would be managed by a new non-profit organization and that organization would be responsible for owning, operating, and maintaining the facility. Funds for this project were first allocated in the State’s budget in 2021. Since that time the project’s construction cost, originally \$2.6 million, has increased to \$3.2 million. The Mebane City Council and the Alamance County Board of Commissioners have been asked to “fund the gap” by providing \$300,000 each.

After the question-and-answer phase of the agenda, the meeting ended at approximately 2:30 p.m. No formal action was taken.

Ed Hooks, Mayor

ATTEST:

Stephanie W. Shaw, City Clerk



The Mebane City Council met for a Special Meeting at 1:30 p.m. on Wednesday, March 22, 2023 in the Council Chamber of the Glendel Stephenson Municipal Building located at 106 E. Washington Street for the purpose of an initial budget work session.

Councilmembers Present:

Mayor Ed Hooks
Mayor Pro-Tem Tim Bradley
Councilmember Katie Burkholder
Councilmember Sean Ewing
Councilmember Montrena Hadley
Councilmember Jonathan White

Also Present:

Chris Rollins, City Manager
Preston Mitchell, Assistant City Manager
Lawson Brown, City Attorney
Daphna Schwartz, Finance Director
Stephanie Shaw, City Clerk
Bob Louis, Fire Chief
Cliff Ayscue, Chief Building Inspector
Ashley Ownbey, Development Director
Chuck Smith, Public Works Director

This meeting was live streamed on YouTube: <https://www.youtube.com/watch?v=5JgqE8tSh4I>

Mayor Hooks called the meeting to order at 1:30pm. Mr. Rollins gave opening remarks.

The following Department Heads presented their departments budget requests for FY 2022/2023 as shown on the attached PowerPoint, overviewing current year highlights, goals for FY 23-24, proposed fee schedule changes, projected revenues, capital improvement project requests, and operating expenditure requests:

- Finance- Daphna Schwartz, Finance Director
- Fire- Bob Louis, Fire Chief
- Inspections- Cliff Ayscue, Chief Building Inspector
- Planning and Mebane Main Street- Ashely Ownbey, Development Director
- Public Works, Facilities and Sanitation- Chuck Smith, Public Works Director
- Administration- Asst. City Manager Preston Mitchell, HR Director Beatrice Hunter and PIO Kelly Hunter

There was discussion among Council and staff throughout the work session. It was requested that staff include in the Fire Department's budget, all costs associated with construction and staffing for the proposed Station No. 4. Additionally, Council requested that staff revisit the Inspections Department proposed decrease in building permit fees to ensure that those funds could not be used for additional staffing, if needed, or other operational costs associated within that department.

No formal action was taken.

There being no further business, the meeting was adjourned at 3:47 p.m.

Ed Hooks, Mayor

ATTEST:

Stephanie W. Shaw, City Clerk



FINANCE

BUDGET REQUEST 2023-2024



ORGANIZATIONAL CHART





HIGHLIGHTS OF FY 22-23

- Waterscope rolled out to all utility customers.
- Electronic vendor payments started in December.
- Issued the City's first PAFR.
- Awarded the Certificate of Excellence in Financial Reporting from the Government Finance Officers Association for FY21.





GOALS FOR FY 23-24

- Conduct a community survey.
- Develop a debt policy.
- Publish a Budget Book.





REQUESTED OPERATING EXPENDITURES

Line Item	FY 22-23 Budget	Requested FY 23-24 Budget	Increase Amount
Schools & Conferences	\$14,525	\$19,645	\$5,120



Sustainability

Growth

Transparency

Community

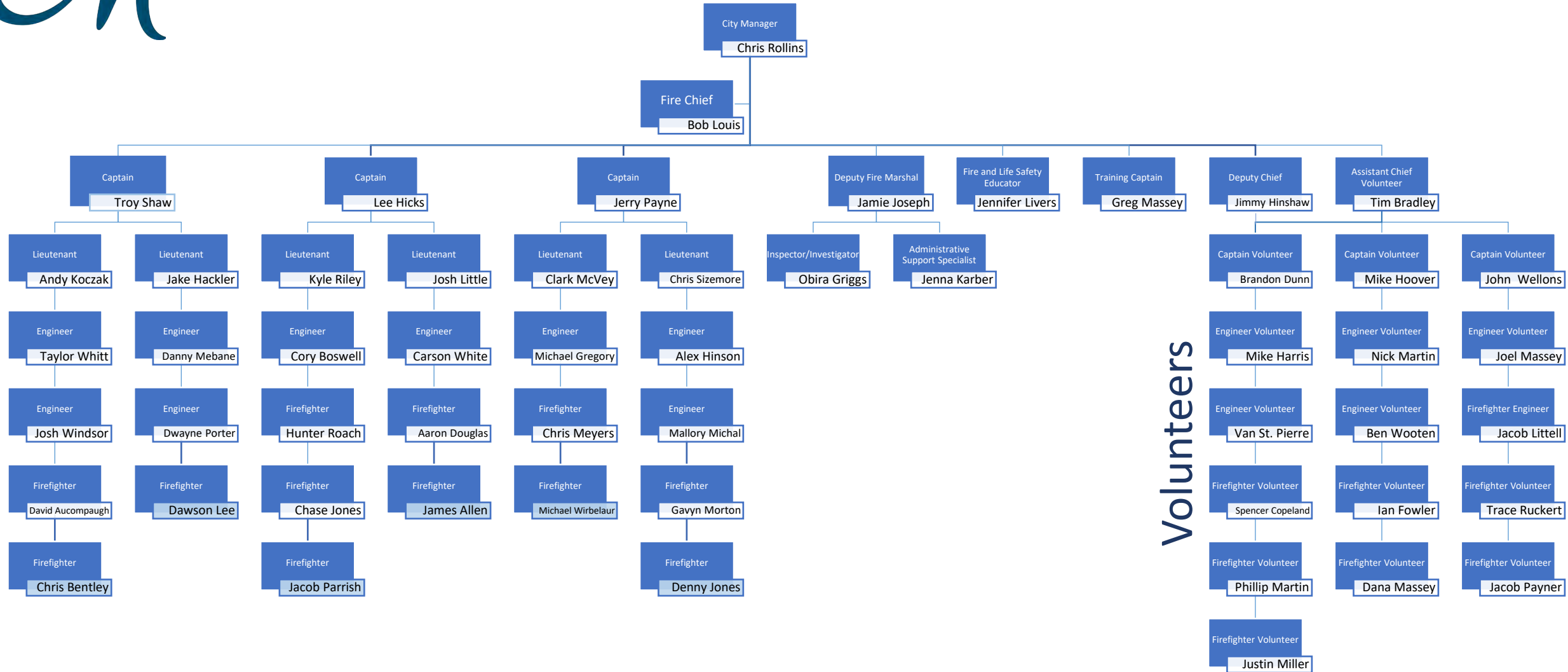


QUESTIONS?



FIRE DEPARTMENT

BUDGET REQUEST 2023-2024





CALL VOLUME

2021

A Shift: 964

B Shift: 1042

C Shift: 1071

Overlapping Calls: 767

Fire Calls: 1582

EMS Calls: 1495

Total Calls: 3077



2022

A Shift: 1105

B Shift: 1059

C Shift: 1159

Overlapping Calls: 930

Fire Calls: 1629

EMS Calls: 1694

Total Calls: 3323

A 155.5% increase from the 1,301 calls run in 2002.



HIGHLIGHTS OF FY 22-23



- Began the Design-Build Bridging process for Fire Station 4. Site work design 95% and architectural design 35%. (Buckhorn Rd.) §143-128.1B
- 6 new firefighters came on board in January
- Ordered a replacement Pumper
- Celebrated the Centennial of the Mebane Fire Department
- Implemented a fee schedule for Fire Inspections
- 4 career members earned an associates or bachelor's degree in related field.

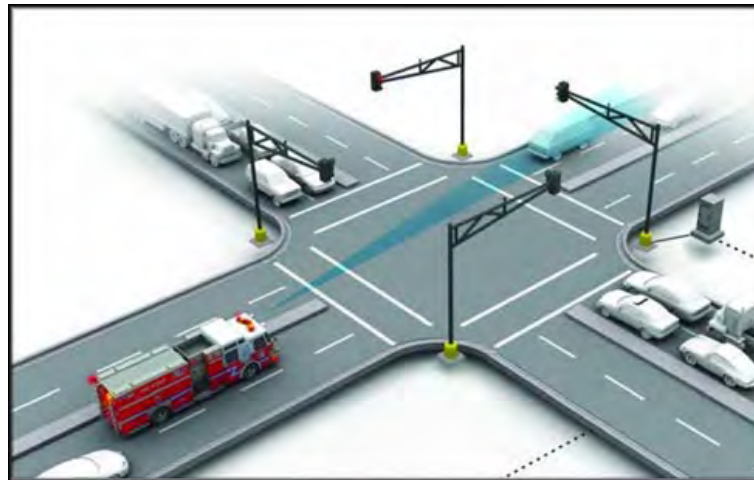




GOALS FOR FY 23-24



- Prepare for our 5-year ISO inspection in August of 2023.
- Begin construction via Design-Build Bridging on Station 4.
- Plan and prepare for apparatus replacement. Based on anticipated vendor delivery schedules. (Awaiting delivery of two trucks ordered, July of 2021 and July of 2022)
- Enhance emergency on scene performance through realistic, clean burning, live fire scenarios.
- Reinstall preemption devices at existing locations on Mebane Oaks Rd. and upfitting devices at Mebane Oaks Rd. and 5th Street, and Center St. at 3rd, 4th and 5th Streets.





CAPITAL IMPROVEMENT PROJECT REQUESTS

Ranking	Project Title	FY 23-24 Budget Impact
1	Fire Station 4 Construction*	\$4,500,000
2	Replace Engine 36 w/Quint	\$1,400,000
3	Replace Chevy Pickup Truck 304	\$50,000
4	Signal Light Preemption Design and Installation**	\$79,753
5	Training Simulator	\$80,000

*Station 4 construction covered by Capital Project Ordinances (CPO) and scheduled for consideration at the April meeting.

**Includes the reinstallation of 5 existing signals and the addition of 4 new intersections.





CAPITAL REQUESTS

(\$5,000 - \$24,999)

Ranking	Item	FY 23-24 Budget Impact
1	New Fire Investigation Trailer	\$8,900





FEE CHANGES

Foster Home inspections will be removed from
the Fee Schedule.



PROJECTED REVENUES

Line Item	FY 22-23 Budget	Projected FY 23-24 Budget	Increase Amount
Permit/Inspection Fees	\$40,000	\$40,000	\$0
Efland Fire Department Contract	\$9,000	\$9,000	
East Alamance Rural Tax District	\$511,000 (tax rate at 10.5¢ per \$100 valuation)	\$541,817 (tax rate at 7¢ per \$100 valuation.) *Revenue neutral	\$30,817
Medic 2 Rent	\$0	\$6,000	\$6,000



QUESTIONS?





INSPECTIONS

BUDGET REQUEST 2023-2024



ORGANIZATIONAL CHART



Inspections
Director

Cliff Ayscue

Plan Reviewer

Richard Allred



Electrical Inspector I

Alonzo Hedgspeth



Building Inspector I

Brandon Boswell



Building Inspector
II

Keith Williams



Code Enforcement
Officer

Rebecca Knight



Permit Specialist

Taylor Fulford





HIGHLIGHTS OF FY 22-23

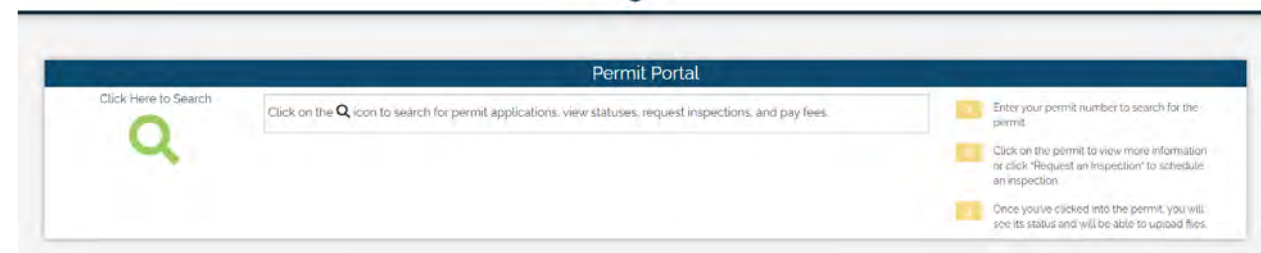
- Online permitting
- Digital plan review
- New vehicle in service
- Hired Plan Reviewer
- Averaging 32 Single Family Resident permits per month, up from 28 per month in fiscal year 2022
- Inspection volume has increased by approximately 10% year over year. This includes residential, commercial and industrial inspections





GOALS FOR FY 23-24

- Paperless permitting system
- Review/issue digital plans
- Review of old files from past 6 years to discard
- Fleet replacement
- Employee Certifications





CAPITAL REQUESTS

Ranking	Project Title	FY 23-24 Budget Impact	FY 24-25 Budget Impact	FY 25-26 Budget Impact
1	Replace Jeep Patriot with a Ford pickup truck	\$28,000	\$1,500	\$1,500





FEE CHANGES

Fee	Current Rate	Proposed Rate	Projected Annual Impact
Insulation for multi-family	\$100.00 per floor	\$10.00 per unit	\$4,000
Building permit fee for project cost greater than \$500,000	\$1,300 plus \$4 per \$1,000	\$1,300 plus \$3.25 per \$1,000	(\$75,000)
Building permit fee for project cost from \$50,000-\$500,000	\$175 plus \$5.00 per \$1,000	\$175 plus \$3.00 per \$1,000	(\$95,000)





PROJECTED REVENUES

Line Item	FY 22-23 Budget	Projected FY 23-24 Budget	Increase Amount
Building permit fees	\$450,000	\$1,000,000	\$550,000
Inspection Fees	\$275,000	\$300,000	\$25,000

Building permits include the following

- Building permits
- Demolition permits
- Sign permits
- Amending information on permits
- Mobile and modular homes

Inspection fees include the following

- Reinspection fees
- Trade permits
- Business Occupancy's
- ABC permits





Cambridge Park



Chick-fil-A Distribution



Sheetz



Crafted The Art of the Taco





QUESTIONS?



PLANNING & ZONING

BUDGET REQUEST 2023-2024



ORGANIZATIONAL CHART





HIGHLIGHTS OF FY 22-23

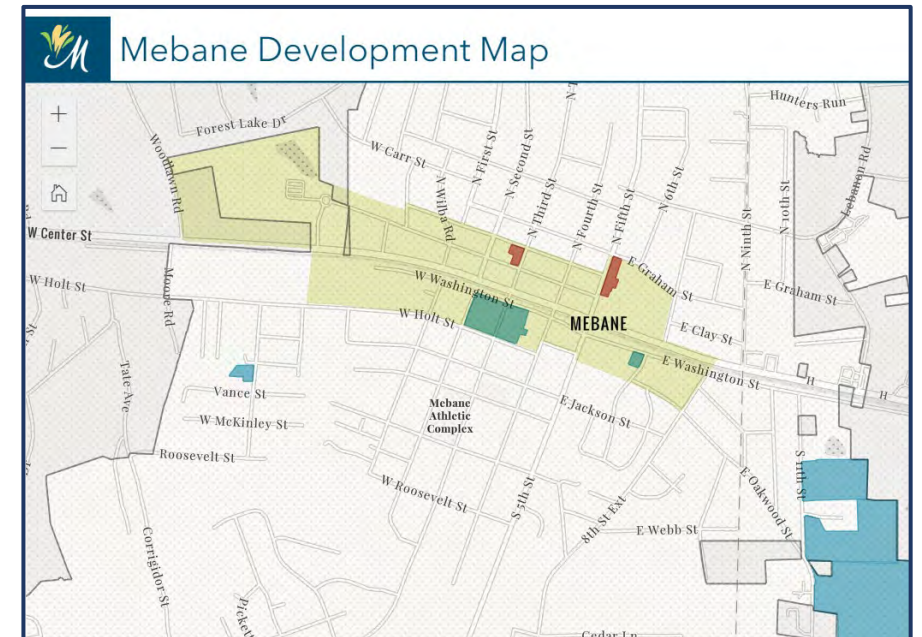
- New faces & new opportunities
- Transition year for Downtown Mebane Development Corporation
- Updates to the Bicycle & Pedestrian Transportation Plan
- Launch of online permit portal
- Continued research and updates to the Mebane UDO
- New online development map





GOALS FOR FY 23-24

- Engage in updating the Comprehensive Land Development Plan
- Improve permit review times through expanded staff capacity and integration of review and permitting software programs
- Utilize the new development map to provide better public access to project updates
- Expand internal tracking and reporting of development projects



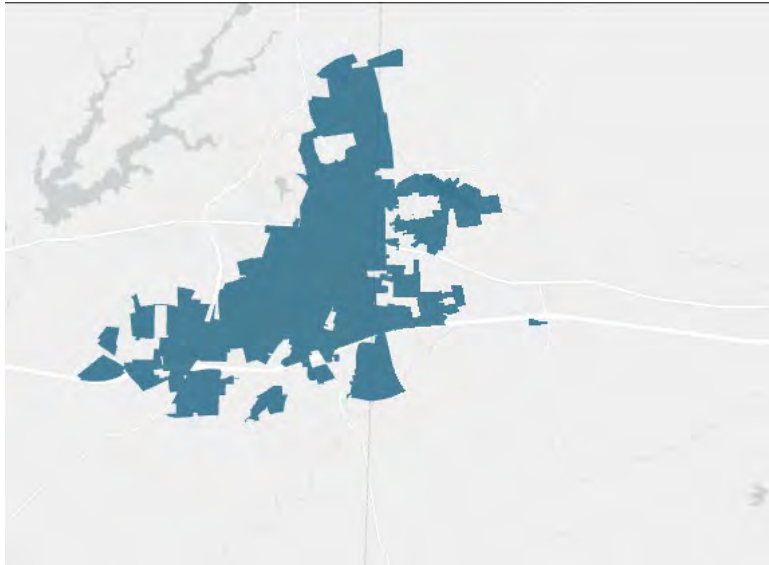


REQUESTED OPERATING EXPENDITURES

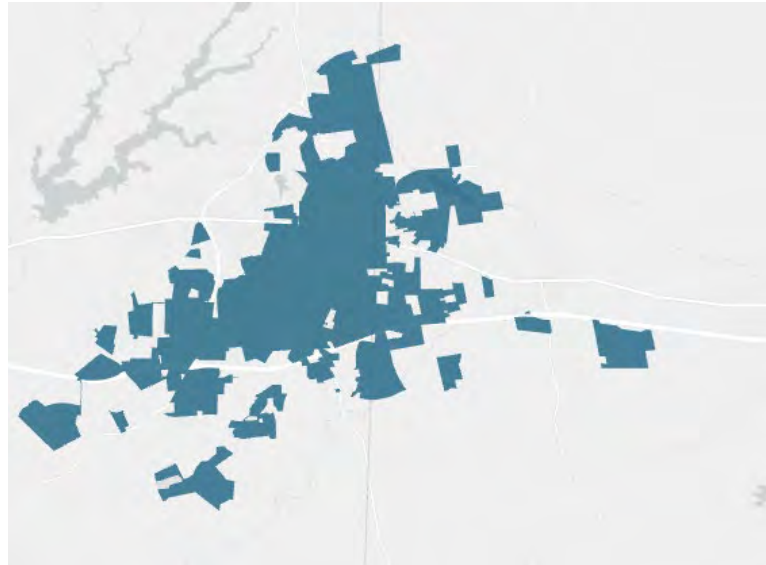
Line Item	FY 22-23 Budget	Requested FY 23-24 Budget	Increase Amount
Professional Services	\$200,000	\$220,000	\$20,000



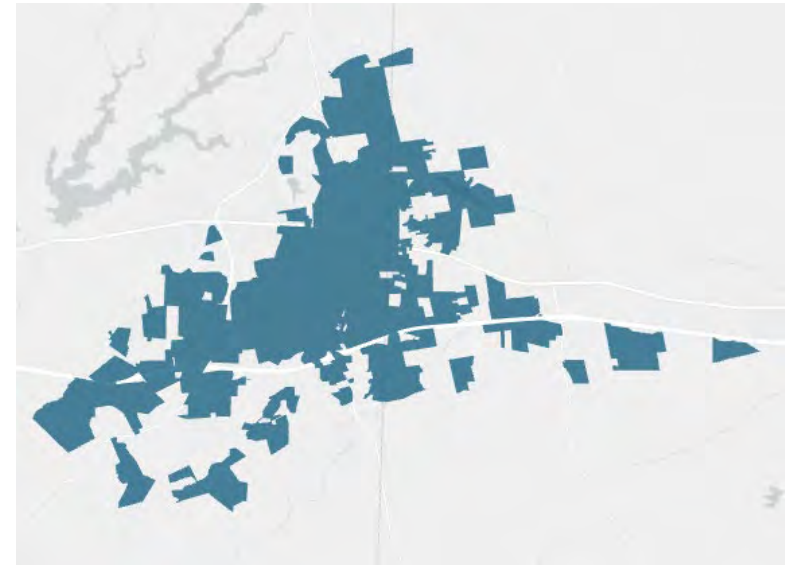
Mebane is growing, and it starts with planning.



2010 US Census: 11,393 residents



2020 US Census: 17,797 residents



2022 Estimate*: 20,000+ residents

**estimate based on permit data*



QUESTIONS?



MEBANE MAIN STREET

- \$100,000 drawdown to the Downtown Mebane Development Corporation
- \$50,000 in funding for Downtown Exterior Improvements Grant
- \$9,500 in advertising for continued billboard marketing



visitdowntownmebane.com



PUBLIC WORKS

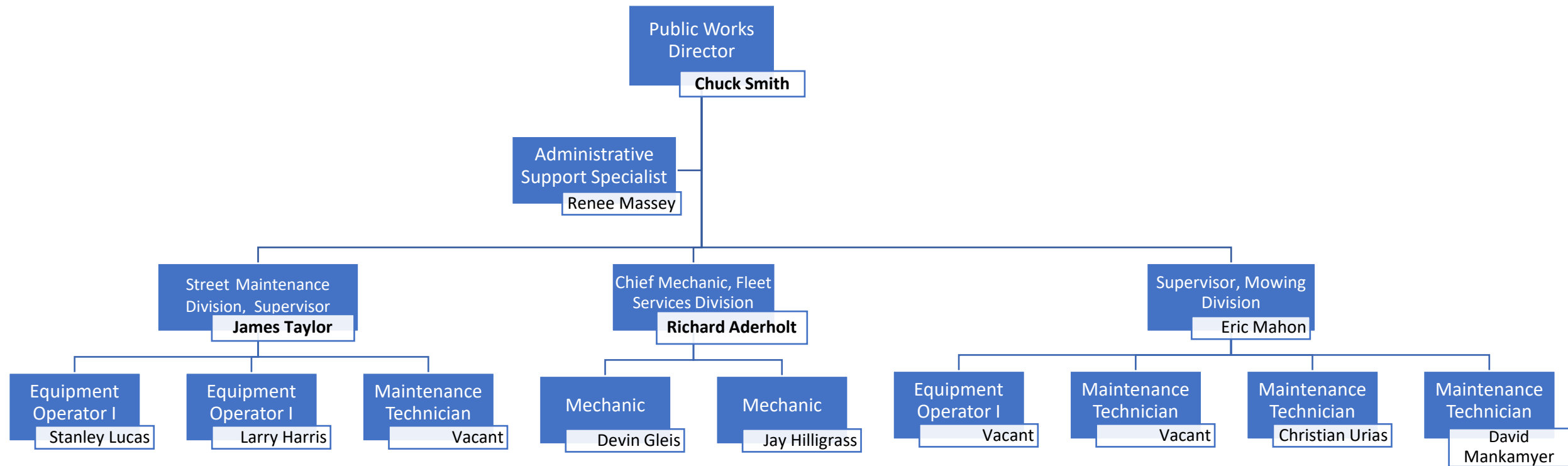
BUDGET REQUEST 2023-2024





ORGANIZATIONAL CHART

Public Works 5500





HIGHLIGHTS OF FY 22-23

- Engineering and Design of Sidewalk Projects:
 - Crawford St. from N. First St. to N. Second St.
 - S. Eighth St. to Fifth St. Park via Arrowhead Villas
 - W. Carr St. / E.M. Yoder Sidewalk Final Design & Construction
- Completed PW/PUD Office Entrance & Fleet Office Design
- Completed street repair projects
- Nearly completed dead-end street analysis.
- Ordered service truck – delivery ~April 2023
- Brine Mount System & Body is to be delivered soon
- Patched West Clay St





GOALS FOR FY 23-24

- Continue to replace and add equipment.
 - CAT 304 Mini Excavator
 - 3 Service trucks with plows
- Construct office entrance and fleet office
- Continue design and construction of sidewalk projects
- Implement new work order system
- Managing Growth While Keeping Small Town Charm





CAPITAL IMPROVEMENT PROJECT REQUESTS

Ranking	Project Title	FY 23-24 Budget Impact	FY 24-25 Budget Impact
1	CAT 304 Mini Hydraulic Excavator (New)	\$ 90,200	
2	New Fleet Services office and foyer	\$ 145,200	
3	Pick-up Truck (Replace ST 94)	\$ 67,500	
4	Service Truck (Replace Fleet ST 25)	\$ 63,000	
5	Pick-up truck (Replace ST 59)	\$ 67,500	
	NC 119 Wayfinding and entrance signs	\$ 100,000	
	New fuel station and pumps	\$ 97,000	
	Pick-up Truck (Replace Beau 55)		\$ 67,500



CAPITAL IMPROVEMENT PROJECT REQUESTS

Project Title	FY 23-24 Budget Impact	FY 24-25 Budget Impact	FY 25-26 Budget Impact
Sidewalk - S. Eighth St. to Fifth St. Park via Arrowhead Villas - CEI Services & Construction	\$ 55,000		
Sidewalk - Crawford St. from N. First St. to N. 2nd St - Construction engineering inspection services (CEI) & construction	\$ 137,000		
Multi-use path - Third Street to Fifth Street Connector	\$ 60,500 (Design and Easements)	\$300,000 (Construction)	
Sidewalk - S. Third Ext. from Corporate Park Drive to Augusta Drive	\$ 32,500 (Easement maps & Purchases)		\$700,000 (Construction)
Greenway - Third St. to Fifth St. - design, engineering, permitting for the section of greenway	\$ 100,000		



CAPITAL REQUESTS

(\$5,000 - \$24,999)

Ranking	Item	FY 23-24 Budget Impact
1	Trailer for hauling mini excavator	\$ 9,300
2	Oil station shed	\$ 5,300
3	Mowing Division Carport	\$ 7,000
4	Trailer for mowing crew (replacement)	\$ 5,600
5	Fleet diagnostic scanner	\$ 5,400



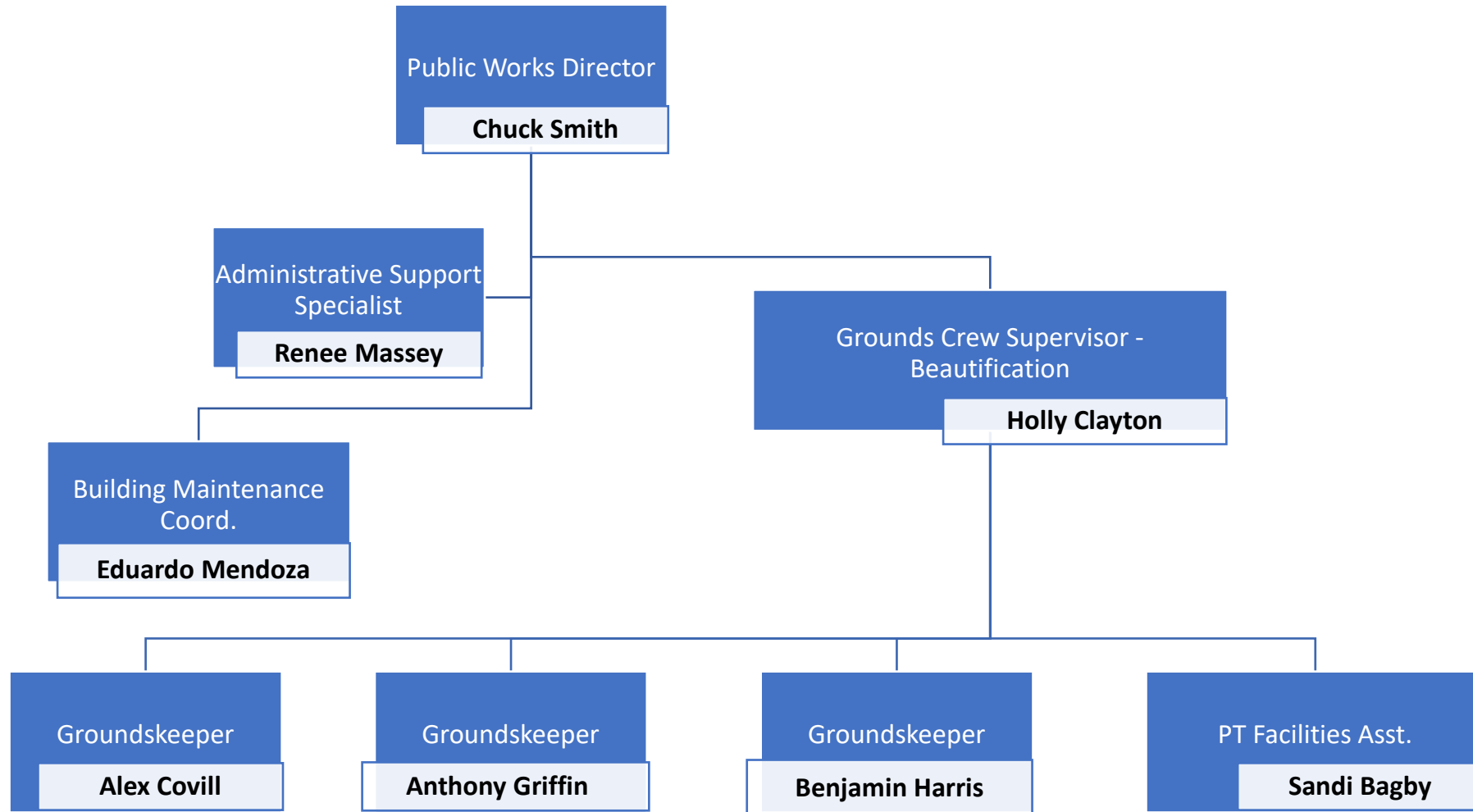
REQUESTED OPERATING EXPENDITURES

Line Item	FY 22-23 Budget	Requested FY 23 Budget	Increase Amount	
Schools & Conferences	\$ 18,500	\$ 28,800	\$ 10,300	Staff training
Storm Sewer & Driveway Pipe Maintenance.	\$ 30,500	\$ 82,000	\$ 51,500	Catch basin conversions & storm drain repairs
Technology Services & Supplies	\$ 0	\$ 10,000	\$ 10,000	Public Works, Public Utility, & WRRF gate access controls
Professional Services	\$0	\$20,000	\$20,000	Pavement study for evaluation of city street conditions & needed repair
Utilities	\$ 194,445	\$ 229,888	\$ 35,443	New streetlights – primarily NC 119 and side streets
Sidewalk Maintenance & Repair	\$ 35,977	\$ 44,500	\$ 8,523	Primarily sidewalk repair, crosswalk and curb ramp installation.
Small Equipment	\$ 2,600	\$ 9,400	\$ 6,800	Purchase tire balancer



FACILITIES & BEAUTIFICATION

5700





HIGHLIGHTS OF FY 22-23

- Completion of N. First St. Park
- Giles St. Park Development
- Annual City Christmas Decorating – banners, large displays, snowflake lights on utility poles
- Four new pet waste stations in downtown area





GOALS FOR FY 23-24

- Keep Mebane beautiful
- Protect equipment – carports
- Purchase new mower and Gator
- Repair Community Cemetery fence





CAPITAL IMPROVEMENT PROJECT REQUESTS

Ranking	Project Title	FY 23-24 Budget Impact	FY 24-25 Budget Impact	FY 25-26 Budget Impact
1	John Deere Gator with spray tank (New)	\$ 30,500		
2	Community Cemetery fence Repair or replacement	\$ 28,455 or \$ 11,000 (Repair)		
	Add two exhaust units to garage bays		\$30,000	
	Library roof replacement			\$ 181,500



CAPITAL REQUESTS

(\$5,000 - \$24,999)

Ranking	Item	FY 23-24 Budget Impact
1	Storage building	\$ 8,000
2	Riding mower - 61" deck replacement	\$18,100
3	Automatic Door Closer Library – for bathroom ADA access	\$ 9,250
4	Automatic Door Closer City Hall – for bathroom ADA access	\$ 9,250

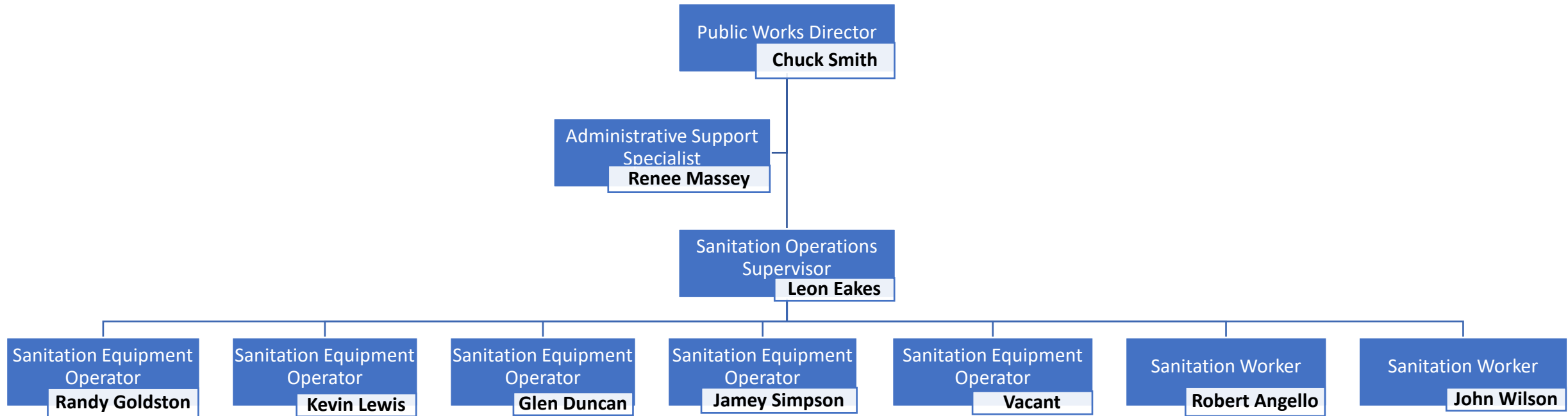


REQUESTED OPERATING EXPENDITURES

Line Item	FY 22-23 Budget	Requested FY 23-24 Budget	Increase Amount	
Grounds Maintenance	\$ 147,500	\$ 208,300	\$ 60,800	NC 119 mowing increase, tree removal, electrical work at parks, flags & banners
Lake & Marina Maint. & Ops	\$98,800	\$200,140	\$101,340	Shared with Graham– our portion of repairs to the boat ramp



SANITATION 5800





HIGHLIGHTS OF FY 22-23

- Maintain Sanitation Division service level in a growing city.
- Selected routing software for Sanitation Division.
- Loose leaf collection - increased available CDL drivers to help Sanitation and Streets Division





GOALS FOR FY 23-24

- Implement routing software for Sanitation Division.
- Order equipment & receive in same budget year.
- Maintain the current high service level in a growing city.





CAPITAL ITEM REQUESTS

Ranking	Project Title	FY 23-24 Budget Impact	FY 24-25 Budget Impact	FY 25-26 Budget Impact
1	Sidearm Garbage Truck (Replace SAN 92)	\$ 363,000		
2	Knuckleboom Brush & Bulk Collection Truck (Replace SAN 8)	\$ 204,000		
3	Dump Truck - 4x2 (single axle – replace SAN 42)	\$ 162,150		
4	Pick-up Truck (Replace SAN 28)	\$ 67,500		
5	Dump Truck - 4x2 (single axle – replace SAN 66)	\$ 162,150		
6	Pick-up Truck (Replace SAN 38)	\$ 67,500		
7	Trailer leaf vacuum system (new)	\$ 124,200		
	Pick-up Truck (Replace SAN 93)		\$ 67,500	
	Leaf Truck (Replace SAN 63)		\$ 265,000	
	SAN 37 Rear Load Garbage Truck Replace			\$300,000



REQUESTED OPERATING EXPENDITURES

Line Item	FY 22-23 Budget	Requested FY 23-24 Budget	Increase Amount	
Vehicle Repairs	\$ 220,474	\$ 283,600	\$ 63,126	Garbage truck engine rebuild
Material Hauling & Disposal	\$ 592,200	\$ 640,000	\$ 47,800	Increase in recycling cart rate, population increase, landfill tipping fee increase



PROJECTED REVENUES

Line Item	FY 22-23 Budget	Projected FY 23-24 Budget	Increase Amount	
Solid Waste fee (\$8 per month per property)	\$ 550,932	\$ 575,508	\$ 24,576	Revenue is based on 400 new solid waste customers, assuming 200 new customers by January 1st



QUESTIONS?

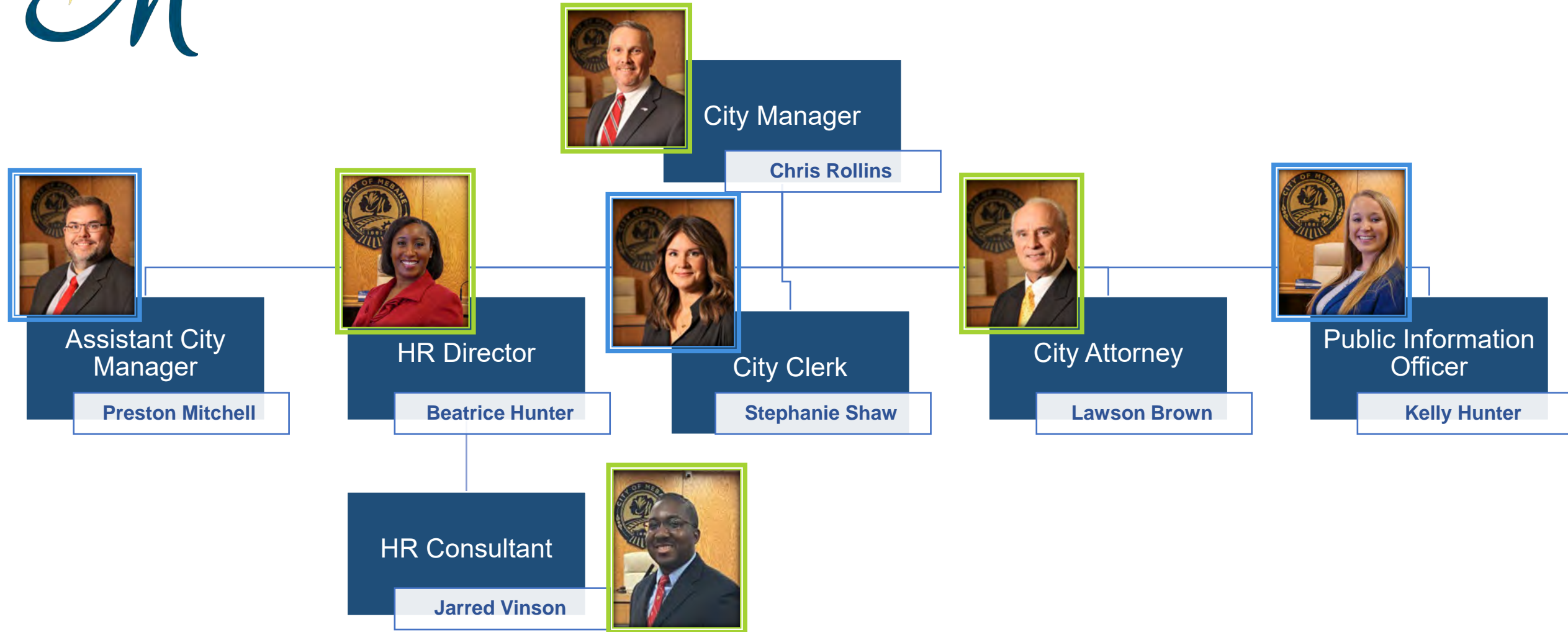


ADMINISTRATION

BUDGET REQUEST 2023-2024



ORGANIZATIONAL CHART





HIGHLIGHTS OF FY 22-23

- Continued implementation of Performance Management/Applicant Tracking System
- Increased Staff Recruitment & Retention
 - Onboarded Public Information Officer
- Wellness Program
- Employee Appreciation Endeavors
- Implemented Preliminary Engineering & Design approach for non-CPO (Capital Project Ordinance) projects
 - Standard approach for all new projects
 - Retrofitting to projects previously underway in various phases
- Industrial Recruitment/Expansion Programs
- Continuous Long Range Planning for infrastructure replacement, growth, and outside funding opportunities



HIGHLIGHTS OF FY 22-23

- Acquired via Donation Western Fire Station site
- Continued coordinating recommended repairs within CPL Space Needs study
- Public Information website and logo created (Positively Mebane)
 - Monthly newspaper column for Mebane Enterprise
 - Weekly department videos
 - Monthly blog on things to do/new experiences
 - Mayor and City Manager video/zoom casts
 - Special Featurettes



GOALS FOR FY 23-24

- Onboard New Police Chief
- Bid and Fund WRRF Expansion
- Build connections and provide time relevant information
- Create monthly podcast segment with City funded non-profit partners
- Increase in social media followers on all accounts
- Produce internal stream for employees hosted by HR Department
- Continue wellness program for employee wellbeing and maintenance of health care costs





REQUESTED OPERATING EXPENDITURES

Line Item	FY 22-23 Budget	Requested FY 23-24 Budget	Increase Amount
Election Expenses	\$0	\$19,500.00	\$19,500.00
Maverick Radio	\$0	\$14,400.00	\$14,400.00
The Hill Radio	\$0	\$14,400.00	\$14,400.00



Leading by Serving:



We strive to provide guidance through collaboration and service to our employees.



Our goal is to carry out the Council's plan for Mebane's future.





QUESTIONS?



AGENDA ITEM #5B

Purchase Police Capital with Federal Equitable Funds

Meeting Date

April 3, 2023

Presenter

Terrence E. Caldwell, Chief of Police

Public Hearing

Yes ☐ No ☒

Summary

Police Department request Council to appropriate Federal Equitable Sharing Funds.

Item 1: Live Scan Fingerprinting System – We are looking to purchase a Live Scan Fingerprinting System to replace the antiquated regular ink fingerprinting process. This system will allow us to conduct electronic fingerprinting for citizen's that are in need of prints for their employment process, for required fingerprinting of police applicant when going through the hiring process, and a recently approved RapBack fingerprinting process for all existing and newly hired police officers once they have been certified and sworn into office. Having this system will make the process much more efficient and will allow us to conduct our own fingerprinting, rather than utilizing other Live Scan Systems housed within other surrounding agencies.

Background

The US Department of Justice shares the proceeds of asset forfeiture with local police departments that aide in their efforts. The Police Department would like to use some of the collected funds, and Council approval is required to appropriate the amount from fund balance

Financial Impact

A portion of the Federal Equitable Sharing funds received in the current year need to be budgeted for this purchase to occur. A budget ordinance amendment in the amount of \$9,823.00 is attached.

Recommendation

Staff recommends approval of the use of federal equitable funds, and approval of the attached budget ordinance amendment.

Suggested Motion

I make a motion to approve the allocation of funds for purchasing the items listed below with Federal Equitable Sharing Funds and the necessary budget amendment.

Attachments

1. Live Scan Bio-Identity Solutions for North Carolina Brochure
2. Quote: Item to be purchased – 10 Print Live Scan Fingerprinting System – \$9,823.00
3. Budget Ordinance Amendment

Live Scan Bio-Identity Solutions for North Carolina

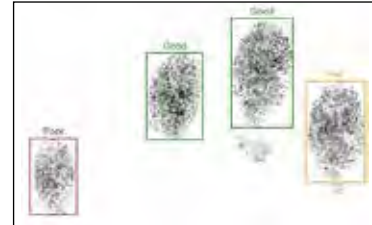
Low Cost Time Saving Turnkey Packages

**Modernize your fingerprint taking process
for criminal booking & applicant processing**



Why Choose a Sirchie Solution?

- Incredibly easy to use vs. older systems or ink pad/roller
- Instant print quality grading to ensure print quality and reduce rejection rate
- Required data checks to ensure completeness of transaction
- Low start-up & maintenance for real dollar savings
- Increase officer/staff productivity
- Better serve your community for all types of applicant printing



*Instant print quality grading to ensure print
quality and reduce rejection rate*



Our base package for criminal and applicant processing will arrive to you complete and ready to go consisting of a Palm Print Live Scan device and computer loaded with North Carolina-ready Sirchie Live Scan software. Available for in-office use or packaged in a portable jump kit for mobile use.

Base Package includes:

- Greenbit MultiScan527g Scanner
- Computer with included Sirchie Live Scan software (Laptop or PC available)

Additional options include:



Canon DSLR Camera



Iris Camera



Signature Pad



Printer

Annual Maintenance Contract is required for all Criminal Live Scan packages. This covers all software upgrades including updates to State required data.

Contact Mark Kleinke at (800) 356-7311 or mkleinke@sirchie.com Today!

Live Scan Bio-Identity Solutions for North Carolina

SIRCHIE®
Bio-Identity
Phone: 800.356.7311, 919.554.2244
Email: sales@sirchie.com
www.sirchie.com

Applicant Live Scan System

**Provide a Service to the Community
Potential Revenue Stream**



Common Applicant Processes in North Carolina

- ABC licensing
- Bar exam candidates
- Child care/day care service
- Employment
- Fingerprints requested by other states
- FINRA (Financial Services)
- Foster/adoption (US & international)
- NC lottery licensing
- Nursing license
- Precious metals licensing
- Visa application
- Security industry



Base package for Applicant packages include:

- Greenbit DactyScan84c 10 print scanner
- Computer with Sirchie Bio-Identity software (Laptop or PC available)

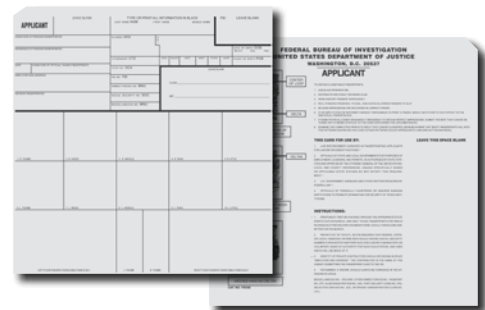
Options include:



Signature Pad



Printer



FD258 Applicant Record Cards

Contact Mark Kleinke at (800) 356-7311 or mkleinke@sirchie.com Today!



100 Hunter Place
 Youngsville NC 27596
 Phone: (919) 554-2244
 Fax: (919) 554-2266
www.sirchie.com

Quotation

Date: 2/14/23
Quotation #: LS04496
Customer ID: 0027302
Prepared by: Ethan Roby

Attention: Jeremiah Richardson
email jrichardson@mebanepd.com
Phone #: 919-563-9031

Bill To:
 Jeremiah Richardson
 Mebane Police Department
 116 W Center Street
 Mebane, NC 27302

Ship To:
 Jeremiah Richardson
 Mebane Police Department
 116 W Center Street
 Mebane, NC 27302

Comments or special instructions:

Qty	Item #	Description	Unit Price	Disc %	Total
1	SBC3000	Sirchie Live Scan Software Application Powered by Fulcrum	\$4,000.00		\$4,000.00
1	SBT200NC	North Carolina Applicant Software Package	\$999.00		\$999.00
1	SBGB84C	Greenbit DactyScan84c 10 Print Scanner	\$950.00		\$950.00
1	SB500LT	Dell Laptop - Intel Windows 10	\$900.00		\$900.00
1	SBMS	Sirchie LiveScan maintenance & support - Covers PC and Scanner for Three Years, Software Support and Maintenance Updates for Five Years. \$749.00 is billed annually starting in year two and amount is fixed for Five Years. Annual renewal required to maintain M&S.	\$749.00	100%	\$0.00
1	SBPM1246	Lexmark MS521dn Mono Laser Printer (Certified by FBI)	\$599.00		\$599.00
1	SBS1000	Scriptel 1570 signature pad	\$275.00		\$275.00
1	ASA5506	Cisco 5506 Adaptive Security Appliance	\$1,000.00		\$1,000.00
1	ASASETUP	ASA Set-up & Programming	\$750.00		\$750.00
1	7640WIR1396	USB 2.0 Printer Cable	\$25.00	100%	\$0.00
1	SBTRNG4	User Training - On Site	\$250.00		\$250.00
1	SBDEL	Delivery	\$100.00		\$100.00

Payment Details

Terms: Net 30 Days
 Expected Delivery: 4-6 weeks ARO
 Quote Expiration: 4/30/23
 Federal ID No: 26-1186682

Quote Total: \$9,823.00

Sales Tax: Plus Sales Tax

Thank you for your continued interest in SIRCHIE products. When placing your order please reference your quote number above. For any questions or concerns, please do not hesitate to call.

Ethan Roby, Manager, Sales Development, Biometrics and Vehicles

BE IT ORDAINED by the Council of the City of Mebane that the Budget Ordinance for the Fiscal Year beginning July 1 2022 as duly adopted on June 6, 2022, is hereby amended as follows:

ARTICLE I

APPROPRIATIONS	Current Budget	Change	Revised Budget
General Fund - Police	\$ 5,929,332	\$ 9,823	\$ 5,939,155

ARTICLE II

REVENUES	Current Budget	Change	Revised Budget
General Fund - All Other Revenues	\$ 980,785	\$ 9,823	\$ 990,608

This the 3rd day of April, 2023.



AGENDA ITEM #5c

FY 2022-23 Budget ordinance amendment

Meeting Date

April 3, 2023

Presenter

Finance Director

Public Hearing

Yes ☐ No ☒

Summary

The purpose of the attached budget amendment is to fully budget the fund balance appropriation for Cates Farm Park.

Background

On October 3, 2022 the City Council approved the new budget amount for the Cates Farm Park Capital Project Ordinance in the amount of \$1,377,809. The total amount is a fund balance appropriation from the General Fund. Currently, only \$696,848 has been appropriated. The attached Budget Ordinance Amendment will appropriate the remaining \$551,969 in the General Fund.

Financial Impact

The General Fund balance appropriation will increase by \$551,969.

Recommendation

That the Council approves the Budget Ordinance Amendment.

Suggested Motion

Motion to approve the FY23 Budget Ordinance Amendment.

Attachments

1. FY23 Budget Ordinance Amendment.

BE IT ORDAINED by the Council of the City of Mebane that the Budget Ordinance for the Fiscal Year beginning July 1 2022 as duly adopted on June 6, 2022, is hereby amended as follows:

ARTICLE I

APPROPRIATIONS	Current Budget	Change	Revised Budget
General Fund - Non-Departmental	\$ 4,293,228	\$ 551,969	\$ 4,845,197

ARTICLE II

REVENUES	Current Budget	Change	Revised Budget
General Fund - Appropriated Fund Balance	\$ 5,278,608	\$ 551,969	\$ 5,830,577

This the 3rd day of April, 2023.



AGENDA ITEM #5D

GKN Pump Station Capital Project Ordinance

Meeting Date

April 3, 2023

Presenter

Daphna Schwartz, Finance Director

Public Hearing

Yes ☐ No ☒

Summary

The purpose of this item is to create a capital project ordinance for the GKN Pump Station Project.

Background

The GKN Pump Station project was approved in FY22 and funded with the FY21 revenue bond issue. The project was started in FY22 and is expected to extend into at least one more fiscal year. It is for this reason the project should be moved to a capital project ordinance.

Financial Impact

There is no financial impact since the project is already fully funded.

Recommendation

That the Council approves the creation of a capital project ordinance for the GKN Pump Station Project.

Suggested Motion

Motion to approve the creation of a capital project ordinance for the GKN Pump Station Project.

Attachments

1. GKN Pump Station Capital Project Ordinance

Capital Project Ordinance for the City of Mebane
GKN Pump Station

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 GKN Pump Station financed by the City of Mebane Utility Revenue Bonds.

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	\$1,853,159

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

Debt proceeds received in FY22 and appropriated in the Utility Fund in FY23	\$1,853,159
--	-------------

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

Section 7: 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 8: 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 3rd day of April, 2023.



AGENDA ITEM #5E

Water Resource Recovery Facility Expansion Capital Project Ordinance Amendment 5

Meeting Date

April 3, 2023

Presenter

Daphna Schwartz, Finance Director

Public Hearing

Yes ☐ No ☒

Summary

Amend the Water Resource Recovery Facility Capital Project Ordinance to budget the \$11,925,000 appropriation from the State of North Carolina to partially fund the forthcoming Mebane Water Resource Recovery Facility (WRRF) expansion.

Background

The Council passed a resolution at the November 7, 2022 meeting to accept the funding from the State of North Carolina.

Financial Impact

This item will result in revenue of \$11,925,000 for the Water Resource Recovery Facility Expansion Capital Project Ordinance. An equal amount will be budgeted for expenditures in the project ordinance.

Recommendation

Staff recommends approval of the capital project ordinance amendment.

Suggested Motion

I make the motion to approve the Water Resource Recovery Facility Expansion Capital Project Ordinance Amendment 5.

Attachments

1. Capital Project Ordinance for the City of Mebane Water Resource Recovery Facility Expansion Amendment 5.

**Capital Project Ordinance for the City of Mebane
Water Resource Recovery Facility Expansion
Amendment 5**

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 amendment 4 is hereby adopted:

Section 1: The project authorized is the design and construction of Water Resource Recovery Facility 0.5 MGD Expansion to be financed by Utility Fund reserves, a State Revolving Fund, Grant Funds and Revenue Bonds.

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	\$ 3,513,200
Land Purchase	286,800
Construction	<u>11,925,000</u>
Total	\$ 15,725,000

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

	Project Budget
Transfer from Utility Fund	\$ 3,800,000
NC Department of Environmental Quality American Rescue Plan funding	<u>11,925,000</u>
	\$ 15,725,000

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 Water and Sewer 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 3rd day of April 2023.



AGENDA ITEM #5F

Contract for 2022-23 Audit

Meeting Date

April 3, 2023

Presenter

Daphna Schwartz

Public Hearing

Yes ☐ No ☒

Summary

Stout, Stuart, McGowen & King, LLP has presented an engagement contract for an audit of the financial records of the City for the fiscal year ending June 30, 2023. Approval of this contract is requested, subject to approval by the Local Government Commission of the State Treasurer's Office.

Background

North Carolina General Statute §159-34 requires an annual audit of governmental units at the conclusion of each fiscal year by an independent audit firm. For the past five years, in keeping with best practice recommendations, the City has engaged with one firm, Cobb, Ezekiel Loy & Co, for assistance in preparation of the financial statements, and with another, Stout, Stuart, McGowen & King, for the audit itself. The cost for last year's audit was \$28,000. The proposed fee for FY22-23 is \$29,000. Actual cost will depend on the work required for the audit.

Financial Impact

The amount needed for the contract is included in the proposed 2023-24 budget.

Recommendation

Staff recommends approval of the contract as presented.

Suggested Motion

I make a motion to approve the contract as presented.

Attachments

1. Contract to audit accounts
2. Engagement Letter

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

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

and	Auditor Name
	Auditor Address

Hereinafter referred to as Auditor

for	Fiscal Year Ending	Date Audit Will Be Submitted to LGC
-----	--------------------	-------------------------------------

Must be within four months of FYE

hereby agree as follows:

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

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

Effective for audits of fiscal years beginning after June 30, 2023, the LGC will allow auditors to consider whether a unit qualifies as a State low-risk auditee based upon federal criteria in the Uniform Guidance §200.520(a), and (b) through (e) as it applies to State awards. In addition to the federal criteria in the Uniform Guidance, audits must have been submitted timely to the LGC. If in the reporting year, or in either of the two previous years, the unit reported a Financial Performance Indicator of Concern that the audit was late, then

the report was not submitted timely for State low-risk auditee status. Please refer to "Discussion of Single Audits in North Carolina" on the LGC's website for more information.

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

3. If an entity is determined to be a component of another government as defined by the group audit standards, the entity's auditor shall make a good faith effort to comply in a timely manner with the requests of the group auditor in accordance with AU-6 §600.41 - §600.42.

4. This contract contemplates an unmodified opinion being rendered. If during the process of conducting the audit, the Auditor determines that it will not be possible to render an unmodified opinion on the financial statements of the unit, the Auditor shall contact the LGC Staff to discuss the circumstances leading to that conclusion as soon as is practical and before the final report is issued. The audit shall include such tests of the accounting records and such other auditing procedures as are considered by the Auditor to be necessary in the circumstances. Any limitations or restrictions in scope which would lead to a qualification should be fully explained in an attachment to this contract.

5. If this audit engagement is subject to the standards for audit as defined in *Government Auditing Standards*, 2018 revision, issued by the Comptroller General of the United States, then by accepting this engagement, the Auditor warrants that he/she has met the requirements for a peer review and continuing education as specified in *Government Auditing Standards*. The Auditor agrees to provide a copy of the most recent peer review report to the Governmental Unit(s) and the Secretary of the LGC prior to the execution of an audit contract. Subsequent submissions of the report are required only upon report expiration or upon auditor's receipt of an updated peer review report. If the audit firm received a peer review rating other than pass, the Auditor shall not contract with the Governmental Unit(s) without first contacting the Secretary of the LGC for a peer review analysis that may result in additional contractual requirements.

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

6. It is agreed that time is of the essence in this contract. All audits are to be performed and the report of audit submitted to LGC Staff within four months of fiscal year end. If it becomes necessary to amend the audit fee or the date that the audit report will be submitted to the LGC, an amended contract along with a written explanation of the change shall be submitted to the Secretary of the LGC for approval.

7. It is agreed that GAAS include a review of the Governmental Unit's (Units') systems of internal control and accounting as same relate to accountability of funds and adherence to budget and law requirements applicable thereto; that the Auditor shall make a written report, which may or may not be a part of the written report of audit, to the Governing Board setting forth his/her findings, together with his recommendations for improvement. That written report shall include all matters defined as "significant deficiencies and material weaknesses" in AU-C 265 of the *AICPA Professional Standards (Clarified)*. The Auditor shall file a copy of that report with the Secretary of the LGC.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

FEES FOR AUDIT SERVICES

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

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

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

Name:

Title and Unit / Company:

Email Address:

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

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

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

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

PRIMARY GOVERNMENT FEES

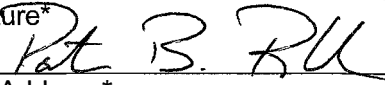
Primary Government Unit	
Audit Fee	\$
Additional Fees Not Included in Audit Fee:	
Fee per Major Program	\$
Writing Financial Statements	\$
All Other Non-Attest Services	\$

DPCU FEES (if applicable)

Discretely Presented Component Unit	
Audit Fee	\$
Additional Fees Not Included in Audit Fee:	
Fee per Major Program	\$
Writing Financial Statements	\$
All Other Non-Attest Services	\$

SIGNATURE PAGE

AUDIT FIRM

Audit Firm*	
STOUT STUART MCGOWEN & KING, LLP	
Authorized Firm Representative (typed or printed)* Patricia B. Rhodes	Signature* 
Date* 02/16/23	Email Address* pbrhodes@ssmklp.com

GOVERNMENTAL UNIT

Governmental Unit*	
City of Mebane	
Date Primary Government Unit Governing Board Approved Audit Contract* (G.S.159-34(a) or G.S.115C-447(a))	
Mayor/Chairperson (typed or printed)* Ed Hooks	Signature*
Date	Email Address ehooks@cityofmebane.com

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

GOVERNMENTAL UNIT – PRE-AUDIT CERTIFICATE

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

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

Primary Governmental Unit Finance Officer* (typed or printed) Daphna Schwartz	Signature*
Date of Pre-Audit Certificate*	Email Address* dschwartz@cityofmebane.com

SIGNATURE PAGE – DPCU
(complete only if applicable)

DISCRETELY PRESENTED COMPONENT UNIT

DPCU*	
Date DPCU Governing Board Approved Audit Contract* (Ref: G.S. 159-34(a) or G.S. 115C-447(a))	
DPCU Chairperson (typed or printed)*	Signature*
Date*	Email Address*

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

DPCU – PRE-AUDIT CERTIFICATE

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

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

DPCU Finance Officer (typed or printed)*	Signature*
Date of Pre-Audit Certificate*	Email Address*

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



**STOUT
STUART
McGOWEN
& KING LLP**

*Certified
Public
Accountants*

*Advisors to
Management*

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

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P.O. Box 1440
Burlington, NC 27216-1440*

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

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

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

February 16, 2023

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

Dear Mayor Hooks:

We are pleased to confirm our understanding of the services we are to provide for City of Mebane for the year ended June 30, 2023.

Audit Scope and Objectives

We will audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information, including the disclosures, which collectively comprise the basic financial statements, of City of Mebane as of and for the year ended June 30, 2023. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement City of Mebane's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to City of Mebane's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient appropriate evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Audit Procedures—Internal Control

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

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

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

Audit Procedures—Compliance

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

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

Responsibilities of Management for the Financial Statements and Single Audit

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

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

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

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

audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan. The summary schedule of prior audit findings should be available for our review on October 15, 2023.

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

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

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

Engagement Administration, Fees, and Other

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

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

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

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

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

Patricia B. Rhodes is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. We expect to begin our audit on approximately June 15, 2023. Our fee for these services will be at \$29,000 in accordance with our audit contract dated February 16, 2023.

Reporting

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

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

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

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

Very truly yours,

STOUT STUART MCGOWEN & KINGS LLP

RESPONSE:

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

Management signature: _____

Title: City Manager

Date: _____

Governance signature: _____

Title: Mayor

Date: _____



AGENDA ITEM #5G

Petition for Voluntary Contiguous Annexation- N. First Street Townhomes

Meeting Date

April 3, 2023

Presenter

Lawson Brown, City Attorney

Public Hearing

Yes ☐ No ☒

Summary

Staff received a petition requesting voluntary contiguous annexation from Kirkpatrick & Associates, LLC.

Background

The applicant is requesting that the described property be annexed into Mebane's Corporate Limits. This is a contiguous annexation containing approximately +/- 30.55 acres located in Alamance County on North NC Hwy 119. A residential development of 150 townhomes is planned for this property. The rezoning for this project was approved by Council in July of 2022.

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 May 1, 2023.

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 May 1, 2023.

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

1st 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

2nd 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: 3/20/23

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. <u>Matt H. Kirkpatrick</u>	<u>3715 Bridgeton</u>	<u>Yes</u>	<u>Matt H. Kirkpatrick</u>
2.	<u>Park Dr.</u>		
3.	<u>Raleigh NC 27612</u>		

*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

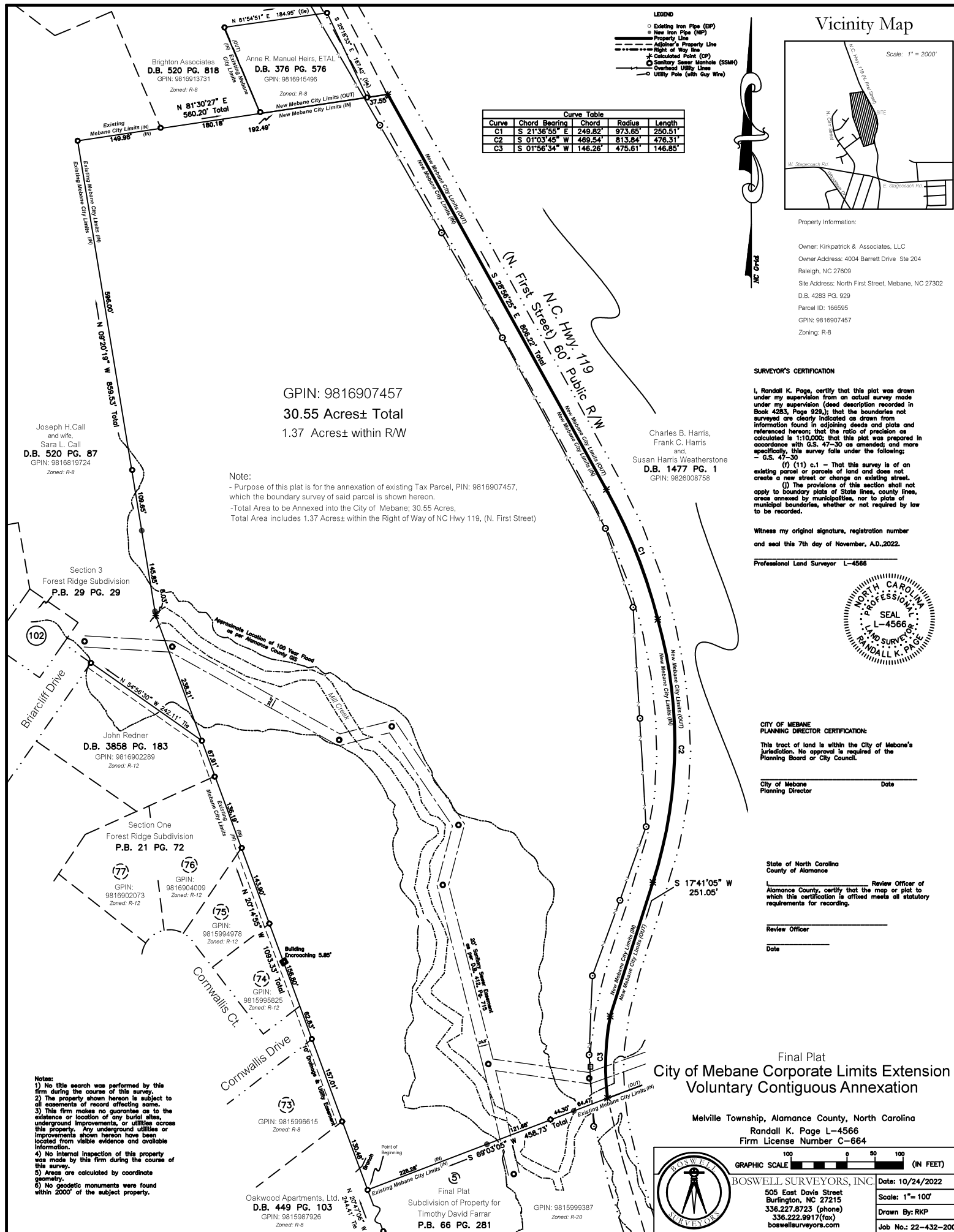
To the City Council of the City of Mebane, North Carolina:

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 3rd day of April, 2023.



Stephanie W. Shaw
Stephanie W. Shaw, City Clerk



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

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 Glendel Stephenson Municipal Building at 6:00 p.m. on May 1, 2023.

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

All that certain Lot or Parcel of land situated in Melville Township, Alamance County, North Carolina and more particularly described as follows:

Beginning at an existing iron pipe, being the northwest corner of Lot 5, of Plat entitled "Final Plat Subdivision of Property for Timothy David Farrar" as recorded in Plat Book 66, Page 281 in the Alamance County Register of Deeds, and in the eastern property line of Oakwood Apartments; said pipe being N 20°47'06" W, 244.41 feet from an existing iron pipe, being the western common corner of Lot 4 and 5 of said subdivision;

Thence from said beginning, along the eastern property line of Oakwood Apartments, Lots 73 through 76 of Plat entitled "Section One, Forest Ridge Subdivision" as recorded in Plat Book 21, Page 72, John Redner, and Joseph H. Call and wife, Sara L. Call, N 20°14'55" W, 1093.33 feet to a calculated point, a corner with Joseph H. Call and wife, Sara L. Call; thence continuing along the property of Joseph H. Call and wife, Sara L. Call, N 09°20'19" W, 859.53 feet to an existing iron pipe; thence along the southern property line of Joseph H. Call and wife, Sara L. Call, Brighton Associates, and Anne R. Manuel Heirs, ETAL, N 81°30'27" E, 560.20 feet to a calculated point in the center of N.C. Highway 119, (N. First Street), said point being N 81°30'27" E, 37.55 feet from an existing iron stake being the southeast corner of Anne R. Manuel Heirs, ETAL, thence following the centerline of N.C. Highway 119 the following courses and distances, S 28°56'25" E, 806.22 feet to a calculated point, thence along a curve to the right with a chord bearing S 21°36'55" E, chord distance 249.82' and radius 973.65' to a calculated point, thence along a curve to the right with a chord bearing S 01°03'45" W, chord distance 469.54 feet and radius 813.84 feet to a calculated point, thence S 17°41'05" W, 251.05 feet to a calculated point, thence along a curve to the left with a chord bearing S 01°56'34" W, chord distance 146.26 feet and radius 475.61 feet to a calculated point, in the center of N.C. Highway 119, and being a corner with Lot 5 of said Plat Book 66, Page 281, being N 69°03'05" E, 64.47 feet from a new iron pin in the line of said Lot 5, thence from the calculated point along the property of said Lot 5, S 69°03'05" W, 458.73 feet to the beginning and containing 30.55 Acres more or less which includes 1.37 Acres more or less lying within the right of way of N.C. Highway 119.

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 #5H

Request to Appoint Rachel Gaffney and Briana Perkins as Alamance County Review Officers

Presenter

Ashley Ownbey, Development Director

Public Hearing

Yes ☐ No ☒

Summary

The City of Mebane recently hired Rachel Gaffney and Briana Perkins as Planners. In their roles, Ms. Gaffney and Ms. Perkins will be responsible for reviewing plats and plans on behalf of the City for conformance with the Unified Development Ordinance and sufficiency with statutory criteria of the State of North Carolina. Ms. Gaffney holds a Master's Degree from the University of Oklahoma in Regional and City Planning and brings over two years of experience as a planner with Pueblo County, Colorado. Ms. Perkins holds a Bachelor's Degree from High Point University and brings over two years of experience as a planner with the City of Reidsville. Both have completed a plat review workshop hosted by the North Carolina Secretary of State Office and are qualified to provide the aforementioned services.

Alamance County allows municipal staff to review plats for sufficiency with North Carolina's statutory criteria, at the request of the municipality. This staff request is for Council to make that request of the Alamance County Board of Commissioners.

Financial Impact

N/A.

Recommendation

Staff recommends that the Mebane City Council request that the Alamance County Board of Commissioners appoint Rachel Gaffney, Planner and Briana Perkins, Planner, as Plat Review Officers.

Suggested Motion

Motion to request that the Alamance County Board of Commissioners appoint Rachel Gaffney, Planner, and Briana Perkins, Planner, as Plat Review Officers.



AGENDA ITEM #51

SUB 23-03

Final Subdivision Plat
Magnolia Glen Estates,
Phase 3

Presenter

Ashley Ownbey, Development Director

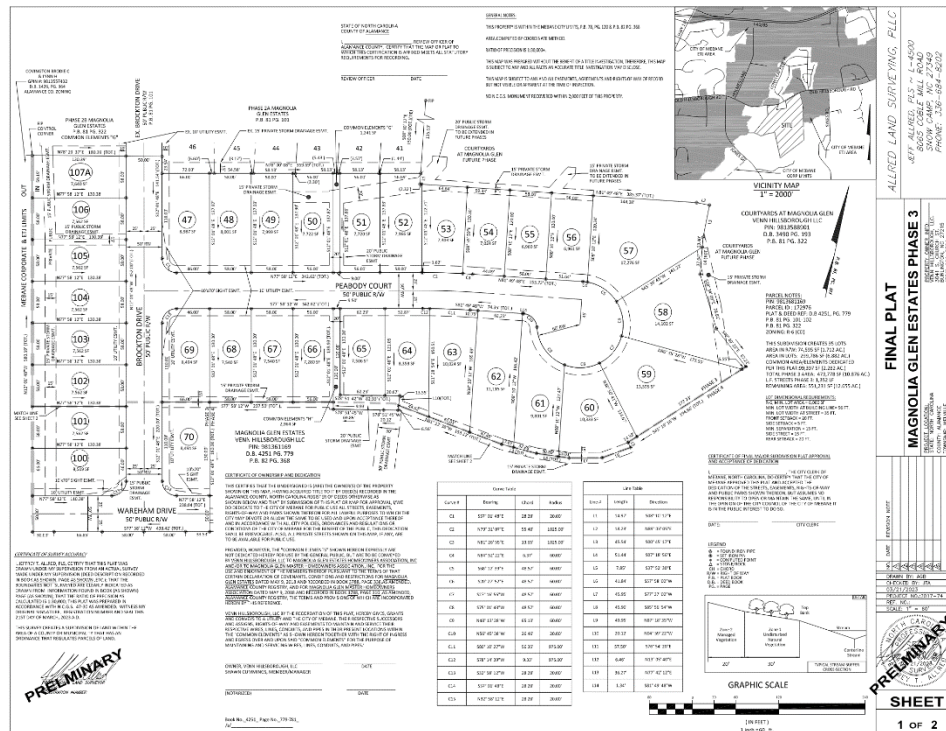
Applicant

Venn Hillsborough, LLC
3041 South Church Street
Burlington, NC 27215

Public Hearing

Yes ☐ No ☒

Final Plat



Property

Magnolia Glen
Alamance County
GPIN 9813681169

Proposed Zoning

N/A

Current Zoning

R-6 (CD)

Size

+/-10.876 acres

Surrounding Zoning

R-6 (CD), Not zoned
(Alamance County)

Surrounding Land Uses

Residential, Vacant

Utilities

Extended at developer's expense.

Floodplain

No

Watershed

No

City Limits

Yes

Summary

Venn Hillsborough, LLC, is requesting approval of the Final Plat for Phase 3 of the Magnolia Glen Estates Subdivision (approved for rezoning by City Council on 07/06/2015). The Final Plat will include a total area of +/-10.876 acres featuring 35 single-family lots on +/-6.882 acres, +/-2.282 acres of open space, and +/-1.712 acres and +/-1,352 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.

Recommendation

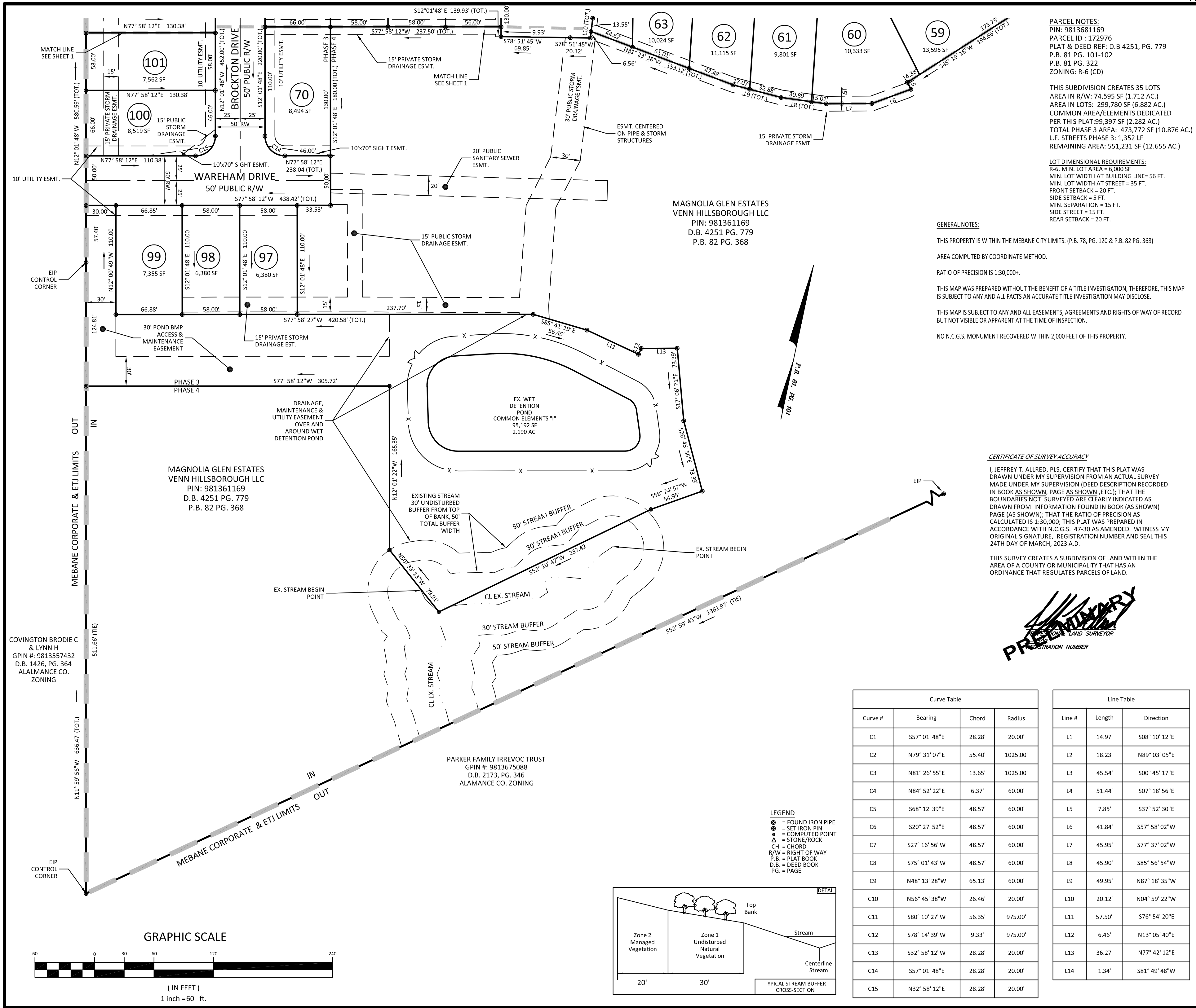
Staff recommends approval of the Final Plat.

Suggested Motion

Motion to approve the final plat as presented.

Attachments

1. Final Plat



PARCEL NOTES:
PIN: 9813681169
PARCEL ID : 172976
PLAT & DEED REF: D.B. 4251, PG. 779
P.B. 81 PG. 101-102
P.B. 81 PG. 322
ZONING: R-6 (CD)

THIS SUBDIVISION CREATES 35 LOTS
AREA IN R/W: 74,595 SF (1.712 AC.)
AREA IN LOTS: 299,780 SF (6.882 AC.)
COMMON AREA/ELEMENTS DEDICATED
PER THIS PLAT: 99,397 SF (2.282 AC.)
TOTAL PHASE 3 AREA: 473,772 SF (10.876 AC.)
L.F. STREETS PHASE 3: 1,352 LF
REMAINING AREA: 551,231 SF (12.655 AC.)

LOT DIMENSIONAL REQUIREMENTS:
R-6, MIN. LOT AREA = 6,000 SF
MIN. LOT WIDTH AT BUILDING LINE = 56 FT.
MIN. LOT WIDTH AT STREET = 35 FT.
FRONT SETBACK = 20 FT.
SIDE SETBACK = 5 FT.
MIN. SEPARATION = 15 FT.
SIDE STREET = 15 FT.
REAR SETBACK = 20 FT.

GENERAL NOTES:
THIS PROPERTY IS WITHIN THE MEBANE CITY LIMITS. (P.B. 78, PG. 120 & P.B. 82 PG. 368)
AREA COMPUTED BY COORDINATE METHOD.
RATIO OF PRECISION IS 1:30,000+.
THIS MAP WAS PREPARED WITHOUT THE BENEFIT OF A TITLE INVESTIGATION, THEREFORE, THIS MAP IS SUBJECT TO ANY AND ALL FACTS AN ACCURATE TITLE INVESTIGATION MAY DISCLOSE.
THIS MAP IS SUBJECT TO ANY AND ALL EASEMENTS, AGREEMENTS AND RIGHTS OF WAY OF RECORD BUT NOT VISIBLE OR APPARENT AT THE TIME OF INSPECTION.
NO N.C.G.S. MONUMENT RECOVERED WITHIN 2,000 FEET OF THIS PROPERTY.

CERTIFICATE OF SURVEY ACCURACY
I, JEFFREY T. ALLRED, PLS, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (DEED DESCRIPTION RECORDED IN BOOK AS SHOWN, PAGE AS SHOWN, ETC.); THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND IN BOOK (AS SHOWN) PAGE (AS SHOWN); THAT THE RATIO OF PRECISION AS CALCULATED IS 1:30,000; THIS PLAT WAS PREPARED IN ACCORDANCE WITH N.C.G.S. 47-30 AS AMENDED. WITNESS MY ORIGINAL SIGNATURE, REGISTRATION NUMBER AND SEAL THIS 24TH DAY OF MARCH, 2023 A.D.
THIS SURVEY CREATES A SUBDIVISION OF LAND WITHIN THE AREA OF A COUNTY OR MUNICIPALITY THAT HAS AN ORDINANCE THAT REGULATES PARCELS OF LAND.

PRELIMINARY
JEFFREY T. ALLRED
LAND SURVEYOR
REGISTRATION NUMBER

Curve Table			
Curve #	Bearing	Chord	Radius
C1	S57° 01' 48"E	28.28'	20.00'
C2	N79° 31' 07"E	55.40'	1025.00'
C3	N81° 26' 55"E	13.65'	1025.00'
C4	N84° 52' 22"E	6.37'	60.00'
C5	S68° 12' 39"E	48.57'	60.00'
C6	S20° 27' 52"E	48.57'	60.00'
C7	S27° 16' 56"W	48.57'	60.00'
C8	S75° 01' 43"W	48.57'	60.00'
C9	N48° 13' 28"W	65.13'	60.00'
C10	N56° 45' 38"W	26.46'	20.00'
C11	S80° 10' 27"W	56.35'	975.00'
C12	S78° 14' 39"W	9.33'	975.00'
C13	S32° 58' 12"W	28.28'	20.00'
C14	S57° 01' 48"E	28.28'	20.00'
C15	N32° 58' 12"E	28.28'	20.00'

Line Table		
Line #	Length	Direction
L1	14.97'	S08° 10' 12"E
L2	18.23'	N89° 03' 05"E
L3	45.54'	S00° 45' 17"E
L4	51.44'	S07° 18' 56"E
L5	7.85'	S37° 52' 30"E
L6	41.84'	S57° 58' 02"W
L7	45.95'	S77° 37' 02"W
L8	45.90'	S85° 56' 54"W
L9	49.95'	N87° 18' 35"W
L10	20.12'	N04° 59' 22"W
L11	57.50'	S76° 54' 20"E
L12	6.46'	N13° 05' 40"E
L13	36.27'	N77° 42' 12"E
L14	1.34'	S81° 49' 48"W

ALLRED LAND SURVEYING, PLLC

JEFF ALLRED, PLS ~ L-4500
8065 COBLE MILL ROAD
SNOW CAMP, NC 27349
PHONE: 336-684-8202

FINAL PLAT

MAGNOLIA GLEN ESTATES PHASE 3

PROPERTY OWNER INFO:
VENN HILLSBOROUGH, LLC.
3041 S. CHURCH ST.
BURLINGTON, NC 27215
(336) 901-8304

PROJECT LOCATION:
STATE: NORTH CAROLINA
COUNTY: ALAMANCE
TOWNSHIP: MELVILLE

NO.	DATE	REVISION	NOTE
1			
2			
3			
4			
5			

DRAWN BY: AGB
CHECKED BY: JTA
03/24/2023
PROJECT NO.: 2017-74
REF. NO.:
SCALE: 1" = 60'

PRELIMINARY
JEFFREY T. ALLRED
LAND SURVEYOR
REGISTRATION NUMBER

SHEET



AGENDA ITEM #5J

SUB 23-01

Final Subdivision Plat
Stagecoach Corner, Phase 1

REAPPROVAL

Presenter

Ashley Ownbey, Development Director

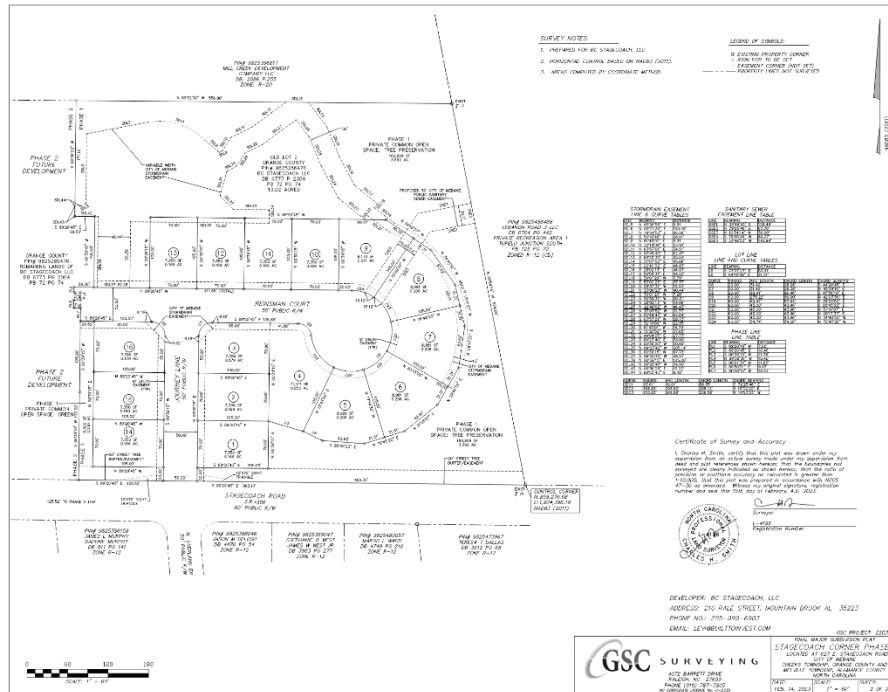
Applicant

BC Stagecoach, LLC
210 Rale Street
Mountain Brook, AL 35223

Public Hearing

Yes ☐ No ☒

Final Plat



Property

Stagecoach Corner,
Orange County
GPIN 9825286476

Proposed Zoning

N/A

Current Zoning

R-12 (CD)

Size

+/- 7.798 acres

Surrounding Zoning

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

Surrounding Land Uses

Residential, Vacant

Utilities

Extended at developer's
expense.

Floodplain

No

Watershed

Yes

City Limits

Yes

Summary

BC Stagecoach, LLC, is requesting approval of the Final Plat for Phase 1 of the Stagecoach Corner Subdivision (approved for rezoning by City Council on 04/01/2019). The Final Plat will include a total area of +/-7.798 acres featuring 16 single-family lots on +/-2.996 acres, +/-3.85 acres of open space, and +/-0.949 acres and +/-728 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.

This major subdivision plat was originally approved by the City Council at its January 9, 2023, meeting. Originally, the applicant intended to record all 35 lots of the subdivision but has since decided to phase the development. Sixteen lots are included in the first phase. Information about the plat has been updated accordingly to reflect this first phase.

Financial Impact

The developer has extended utilities at his own expense.

Recommendation

Staff recommends approval of the Final Plat.

Suggested Motion

Motion to approve the final plat as presented.

Attachments

1. Final Plat

Certificate of Final Major Subdivision Plat Approval and Acceptance of Dedication

I, _____ the City Clerk of Mebane, North Carolina, do certify that the City of Mebane approved this plat or map and 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

Certificate of Purpose of Plat

I hereby certify that in accordance with GS 47-30(f)11a 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;

Signed: _____
Surveyor

Date: February 15, 2023



Public Water Supply Watershed Protection Statement

All or portions of the property contained in this subdivision are located within a Public Water Supply Watershed. Additional development restrictions regarding such matters as residential density, maximum impervious surface area, and stormwater control measures may apply to this property. Any engineered stormwater controls shown on this plat are to be operated and maintained by the property owners and/or a property owners' association pursuant to the Operation and Maintenance Agreement filed with the Alamance/Orange County Office of the Register of Deeds in Book _____ Page _____.

Certificate of Approval for Recording in Public Water Supply Watershed

I certify that the plat shown hereon complies with Article 5, Section 5-42 Watershed overlay Districts of the Mebane Unified Development Ordinance and is approved for recording in the Register of Deeds Office. NOTICE: This property is located within a public drinking water supply watershed. Development restrictions may apply.

Date _____ Zoning Administrator
(Authorized Official)

Certificate of Survey and Accuracy

I, Charles H. Smith, certify that this plat was drawn under my supervision from an actual survey made under my supervision from deed and plat references shown hereon; that the boundaries not surveyed are clearly indicated as shown hereon; that the ratio of precision or positional accuracy as calculated is greater than 1:10,000; that this plat was prepared in accordance with NCGS 47-30 as amended. Witness my original signature, registration number and seal this 15th day of February, A.D. 2023.

Surveyor
L-4196
Registration Number



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" shwn hereon expressly are not dedicated hereby for use by the general public, but are to be conveyed by _____ to _____ 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. _____

STATE OF NORTH CAROLINA
ALAMANCE COUNTY

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

REVIEW OFFICER _____ DATE OF CERTIFICATION _____
ALAMANCE COUNTY LAND RECORDS/GIS

STATE OF NORTH CAROLINA
ORANGE COUNTY

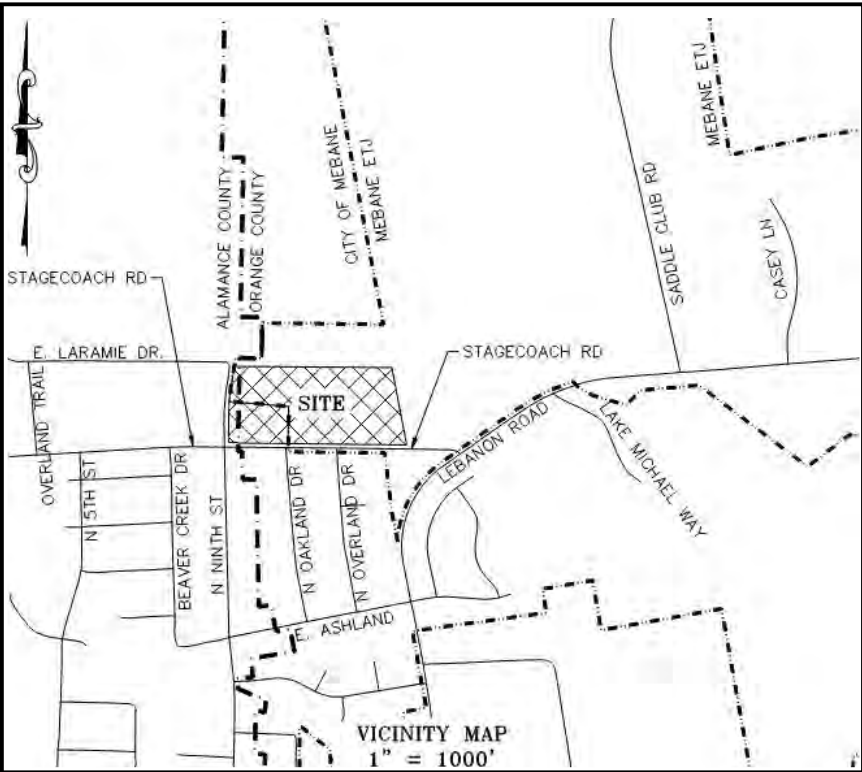
I, _____, REVIEW OFFICER OF ORANGE COUNTY, CERTIFY THAT THIS MAP OR PLAT TO WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING FOR WHICH THE REVIEW OFFICER HAS RESPONSIBILITY AS PROVIDED BY LAW.

REVIEW OFFICER _____ DATE OF CERTIFICATION _____
ORANGE COUNTY LAND RECORDS/GIS

PHASE 1 SITE SUMMARY TABLE:

TOTAL AREA	339,580 SQ. FT	7.798 AC.
TOTAL NUMBER OF LOTS	16	
AREA IN LOTS	130,493 SQ. FT.	2.996 AC.
AREA IN OPEN SPACES	167,731 SQ. FT.	3.85 AC.
AREA IN R/W	41,352 SQ. FT.	0.949 AC.
ZONING:	R-12 (CONDITIONAL) R-12 DENSITY: 3.63 UNITS/ACRE (57 UNITS MAX.) R-12 LOT SIZE: 12,000 SQ. FT. MINIMUM CLUSTER R-12 MINIMUM LOT SIZE: 7,200 SQ. FT. MINIMUM FRONT YARD SETBACK: 25' MINIMUM SIDE YARD SETBACK (R-12): 10' (+5' FOR CORNER) REAR YARD SETBACK: 20' MINIMUM	
IMPERVIOUS AREA	94,951 SQ. FT.	31.32% (MAXIMUM ALLOWED WITH CREDIT FOR EXISTING)
LINEAR FEET OF ROADS	728 L.F.	
RIVER BASIN	CAPE FEAR	
WATERSHED	BALANCE OF WATERSHED GRAHAM-MEBANE LAKE	

DEVELOPER: BC STAGECOACH, LLC
ADDRESS: 210 RALE STREET, MOUNTAIN BROOK AL 35223
PHONE NO.: 205-999-6903
EMAIL: LEVI@BUILTTOINVEST.COM



NAD83 (2011)

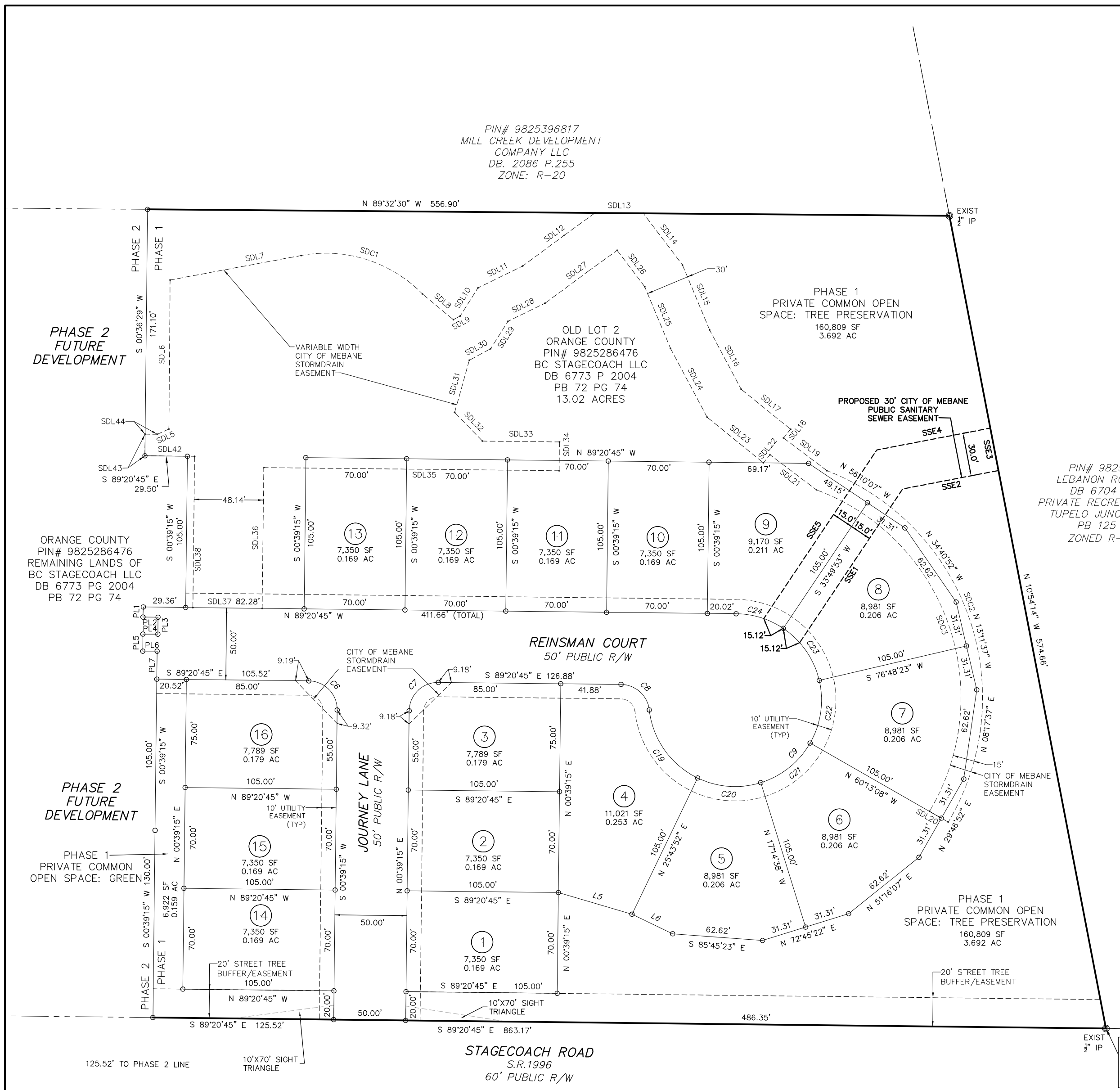


4072 BARRETT DRIVE
RALEIGH, NC 27609
PHONE (919) 787-5805
NC CORPORATE LICENSE No. C-2335

FINAL MAJOR SUBDIVISION PLAT
STAGECOACH CORNER PHASE 1
LOCATED AT 627 E. STAGECOACH ROAD
CITY OF MEBANE
CHEEKS TOWNSHIP, ORANGE COUNTY AND
MELVILLE TOWNSHIP, ALAMANCE COUNTY
NORTH CAROLINA

DATE: FEB. 14, 2023 SCALE: NONE SHEET: 1 OF 2

REVISED FEB. 15, 2023



SURVEY NOTES:

1. PREPARED FOR BC STAGECOACH, LLC
2. HORIZONTAL CONTROL BASED ON NAD83 (2011).
3. AREAS COMPUTED BY COORDINATE METHOD.

LEGEND OF SYMBOLS:

- EXISTING PROPERTY CORNER
- IRON ROD TO BE SET
- EASEMENT CORNER (NOT SET)
- PROPERTY LINES NOT SURVEYED

**STORMDRAIN EASEMENT
LINE & CURVE TABLE**

LINE	BEARING	DISTANCE
SDL5	N 65°26'58\"	8.81'
SDL6	N 00°27'30\"	103.49'
SDL7	N 79°24'53\"	92.56'
SDL8	S 50°18'48\"	28.01'
SDL9	N 61°45'01\"	5.31'
SDL10	N 32°19'09\"	23.16'
SDL11	N 63°57'01\"	34.51'
SDL12	N 53°45'49\"	62.37'
SDL13	S 89°23'30\"	33.53'
SDL14	S 37°07'52\"	45.08'
SDL15	S 22°40'02\"	48.83'
SDL16	S 28°02'13\"	46.57'
SDL17	S 50°58'51\"	44.23'
SDL18	S 39°01'29\"	17.78'
SDL19	S 53°00'23\"	37.77'
SDL20	N 59°37'31\"	15.00'
SDL21	N 53°00'23\"	40.44'
SDL22	S 39°01'29\"	17.20'
SDL23	N 50°58'51\"	50.31'
SDL24	N 28°02'13\"	54.06'
SDL25	N 22°40'02\"	46.43'
SDL26	N 37°07'52\"	31.77'
SDL27	S 53°44'43\"	62.04'
SDL28	S 63°57'01\"	28.73'
SDL29	S 32°19'09\"	22.55'
SDL30	S 61°45'01\"	16.79'
SDL31	S 15°38'50\"	37.65'
SDL32	S 44°04'05\"	27.73'
SDL33	S 89°23'40\"	53.50'
SDL34	S 00°36'29\"	20.00'
SDL35	N 89°23'40\"	205.14'
SDL36	S 00°39'15\"	97.73'
SDL37	N 89°20'45\"	48.14'
SDL38	N 00°39'15\"	105.00'
SDL42	N 89°20'45\"	34.50'
SDL43	N 00°36'29\"	15.00'
SDL44	S 89°20'45\"	8.48'

**SANITARY SEWER
EASEMENT LINE TABLE**

LINE	BEARING	DISTANCE
SSE1	N 33°49'53\"	128.49'
SSE2	N 78°05'46\"	67.76'
SSE3	N 10°54'14\"	30.00'
SSE4	S 79°05'46\"	80.27'
SSE5	S 33°49'53\"	140.99'

**LOT LINE
LINE AND CURVE TABLES**

LINE	BEARING	DISTANCE
L5	S 73°37'23\"	53.31'
L6	S 64°16'08\"	31.31'

CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING
C6	20.00'	31.42'	28.28'	S 44°20'45\"
C7	20.00'	31.42'	28.28'	N 45°39'15\"
C8	20.00'	28.91'	26.46'	S 47°56'10\"
C9	60.00'	275.22'	90.00'	N 42°03'50\"
C19	60.00'	60.47'	57.94'	S 35°23'52\"
C20	60.00'	45.00'	43.96'	S 85°45'23\"
C21	60.00'	45.00'	43.96'	N 51°16'07\"
C22	60.00'	45.00'	43.96'	N 08°17'37\"
C23	60.00'	45.00'	43.96'	N 34°40'52\"
C24	60.00'	34.74'	34.26'	N 72°45'26\"

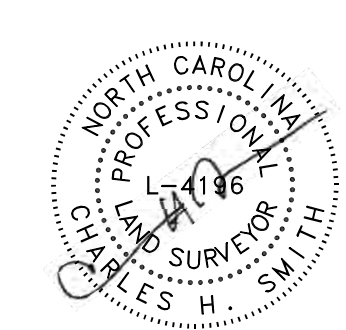
**PHASE LINE
LINE TABLE**

LINE	BEARING	DISTANCE
PL1	S 02°20'10\"	7.00'
PL2	S 89°20'45\"	10.46'
PL3	S 00°39'15\"	11.78'
PL4	N 89°38'26\"	10.40'
PL5	S 00°21'34\"	11.83'
PL6	S 89°50'51\"	9.97'
PL7	S 00°39'15\"	19.43'

CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING
SDC1	93.61'	92.01'	88.35'	S 72°25'46\"
SDC2	168.83'	293.82'	258.12'	S 19°02'20\"
SDC3	153.83'	269.88'	236.58'	N 19°23'53\"

Certificate of Survey and Accuracy

I, Charles H. Smith, certify that this plat was drawn under my supervision from an actual survey made under my supervision from deed and plat references shown herein; that the boundaries not surveyed are clearly indicated as shown herein; that the ratio of precision or positional accuracy as calculated is greater than 1:10,000; that this plat was prepared in accordance with NCOS 47-30 as amended. Witness my original signature, registration number and seal this 15th day of February, A.D. 2023.



Surveyor
L-4196
Registration Number

DEVELOPER: BC STAGECOACH, LLC
ADDRESS: 210 RALE STREET, MOUNTAIN BROOK AL 35223
PHONE NO.: 205-999-6903
EMAIL: LEVI@BUILTTOINVEST.COM

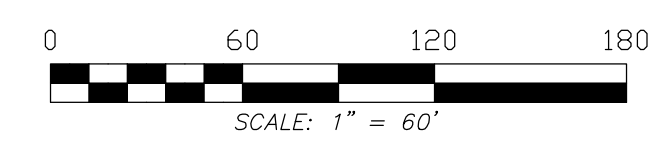
GSC PROJECT: 22039

4072 BARRETT DRIVE
RALEIGH, NC 27609
PHONE (919) 787-5805
NC CORPORATE LICENSE No. C-2335

FINAL MAJOR SUBDIVISION PLAT
STAGECOACH CORNER PHASE 1
LOCATED AT 627 E. STAGECOACH ROAD
CITY OF MEBANE
CHEEKS TOWNSHIP, ORANGE COUNTY AND
MELVILLE TOWNSHIP, ALAMANCE COUNTY
NORTH CAROLINA

DATE: FEB. 14, 2023
SCALE: 1" = 60'
SHEET: 2 OF 2

REVISED FEB. 15, 2023





AGENDA ITEM #5K

SUB 22-11

Final Subdivision Plat
Summerhaven, Phase 2

REAPPROVAL

Presenter

Ashley Ownbey, Development Director

Applicant

Desco Summerhaven, LLC
600 Market Street
Suite 206
Chapel Hill, NC 27516

Public Hearing

Yes ☐ No ☒

Final Plat



Property

Summerhaven,
Alamance County

GPINs
9803578217
9803557617

Proposed Zoning

N/A

Current Zoning

R-20

Size

+/- 30.32 acres

Surrounding Zoning

R-12 (CD), R-20, & not
zoned (Alamance
County)

Surrounding Land

Uses

Residential, Vacant

Utilities

Served by on-site
septic and Orange-
Alamance Water, Inc.

Floodplain

No

Watershed

No

City Limits

No

Summary

Desco Summerhaven, LLC, is requesting approval of the Final Plat for Phase 2 of the Summerhaven Subdivision (approved as a preliminary subdivision plat by City Council 03/02/20). The property and proposed subdivision is in the City's Extraterritorial Jurisdiction (ETJ) and will not be annexed into the City; it will not have municipal utilities or services. The Final Plat includes a total area of +/- 30.32 acres featuring 41 single-family lots of +/- 23.76 acres, +/- 1.87 acres of private common area, and +/- 4.13 acres and +/- 2,804 linear feet of dedicated right of way.

The Technical Review Committee (TRC) has reviewed the Final Plat and the applicant has revised the plat to reflect comments. Due to the presence of the property in the ETJ, roads will be maintained by the NC Department of Transportation, water infrastructure will be constructed by Orange-Alamance Water, Inc., to City of Mebane standards, and sewage disposal will be received by on-site and local septic systems, as inspected and approved by Alamance County Environmental Health. Certificates on this final major subdivision plat shall accordingly reflect the following:

- Stormwater infrastructure must be completed by the owner and approved to meet the City of Mebane specifications.
- The road infrastructure – including improvements on NC 119 South – must be completed by the owner and approved to meet NC Department of Transportation specifications.
- The Orange-Alamance Water, Inc., water infrastructure constructed by the owner must be completed and approved to meet City of Mebane specifications.
- The septic system network must be completed by the owner and approved to meet Alamance County Department of Environmental Health standards.
- All infrastructure not completed shall be bonded or a letter of credit provided prior to recordation.

This major subdivision plat was originally approved by the City Council at its November 7, 2022 and January 9, 2023, meetings.

Financial Impact

The developer will be required to make all improvements at his own expense.

Recommendation

The Planning Staff finds that the presented plat complies with the criteria of the City of Mebane Unified Development Ordinance for a major subdivision in a R-20 Zoning District and recommends approval.

Suggested Motion

Motion to approve the final plat as presented.

Attachments

1. Final Plat

B. Certificate of Ownership and Dedication (For Use with Major Subdivision Plats Only)

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 Desco Mebane Partners, LLC to Summerhaven Phase 2 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 Summerhaven Phase 2 recorded in Book _____, Page(s) _____, ALAMANCE County Registry, the terms and provisions of which are incorporated herein by this reference.

I (OR WE) 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

DESCO SUMMERHAVEN, LLC; ERIC DISCHINGER Date

G.S. 10B-41 NOTARIAL CERTIFICATE FOR ACKNOWLEDGMENT

I, _____ County, North Carolina, certify that the following person(s) personally appeared before me this day, each acknowledging to me that he or she signed the foregoing document:

Name(s) of principal(s) Date:

(Official Seal)

Official Signature of Notary

Notary's printed name

Notary public

My commission expires:

REVIEW OFFICER CERTIFICATION

I, _____ Review Officer of Alamance County, certify that this map or plat to which the certification is affixed meets all statutory requirements for recording.

Review Officer Date

F. Certificate of Final Major Subdivision Plat Approval and Acceptance of Dedication

I, _____ the City Clerk of Mebane, North Carolina, do certify that the City of Mebane approved this plat or map and accepted the dedication of the streets, easements, 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

DEPARTMENT OF TRANSPORTATION DIVISION OF HIGHWAYS
PROPOSED SUBDIVISION ROAD CONSTRUCTION STANDARDS CERTIFICATION

APPROVED District Engineer Date

K. Certification of the Alamance/Orange County Health Department

I hereby certify that lots shown on this plat for Summerhaven East Phase 1 subdivision have been preliminarily determined as generally or provisionally suitable for septic tanks. Final approval of individual lots is subject to the lot size, a soils evaluation and proper drainage and filling requirements.

County Health Director or Authorized Representative DATE

R. NCDOT Public Street Maintenance Disclosure Statement

'The maintenance of public street(s) shown on this plat is (are) intended to be the responsibility of the North Carolina Department of Transportation, provided that all requirements for acceptance are met. Until such time as the NCDOT accepts the street(s), I (We) will provide for necessary maintenance of the streets.'

Owner Date

Owner Date

H. Certificate of Survey Accuracy

I, Robert S. Dischinger, certify that this plat was drawn under my supervision from an actual survey performed under my supervision (deed description recorded in Book 4042 Page 807, etc.); that the boundaries not surveyed are clearly indicated as drawn from information found in Book see Page map; that the ratio of precision as calculated is 1"/59.461'; that the Global Positioning System (GPS) survey and the following information was used to perform the GPS (GNSS if dual constellations are used) survey:

CLASS OF SURVEY: 95%
POSITIONAL ACCURACY: PEAK TO PEAK LAT=0.002(m) LON=0.028(m)
TYPE OF GPS FIELD PROCEDURE: STATIC
DATES OF SURVEY: START=2019/05/08 13:10:00 STOP=2019/05/08 17:52:00
DATUM/EPOCH: NAD 83 (2011) EPOCH=2010.00002
PUBLISHED/FIXED-CONTROL USE:
DG9328 DURH DURHAM CDDP GORS ARP.
DM3525 NCRC REIDSVILLE CORS ARP.
DF9213 NCBU BURLINGTON CORS ARP.
GEOID MODEL: 12B
COMBINED GRID FACTOR: 0.99994387 SPC (3200 NC)
UNITS: NORTHING= 836,907.9849(Ft) EASTING= 1,905,178.6370(Ft)

Na Certificate of Purpose of Plat

That this plat meets the standards of practice for Land Surveying in North Carolina (N.C.G.S. 47-30) (1)a. this survey creates a subdivision of land within the area of a county or municipality that has an ordinance that regulates parcels of land.
Witness my original signature and seal this 18 day of OCTOBER, A.D. 2022.

PRELIMINARY LAND SURVEY
NOT FOR RECORDATION CONVEYANCES OR SITES

ROBERT S. DISCHINGER

PLS-4521



CURVE TABLE C-#				
CURVE	CHORD BEARING	CHORD	ARCLEN	RADIUS
C-1	S47°16'35"E	75.02'	75.03'	1,470.00'
C-2	N46°10'49"W	13.42'	13.42'	1,530.00'
C-3	N48°06'27"W	89.49'	89.50'	1,530.00'
C-4	N45°33'58"W	19.38'	19.38'	1,530.00'
C-5	S45°30'27"E	15.75'	15.75'	1,470.00'
C-6	S46°58'13"E	20.35'	60.88'	330.00'
C-7	S01°49'33"E	23.21'	32.75'	20.00'
C-8	S58°03'42"W	143.70'	144.94'	380.00'
C-9	S67°27'57"W	47.34'	47.37'	380.00'
C-10	S56°05'46"W	103.12'	103.44'	380.00'
C-11	N85°25'59"W	28.90'	32.30'	20.00'
C-12	N01°21'56"E	25.99'	28.29'	20.00'
C-13	S38°52'39"E	9.69'	9.69'	970.00'
C-14	N04°51'12"E	27.51'	30.34'	20.00'
C-15	N53°56'13"E	62.89'	62.99'	320.00'
C-16	N65°18'24"E	63.91'	64.02'	320.00'
C-17	N64°57'31"E	80.48'	80.63'	380.00'
C-18	N52°32'18"E	83.95'	84.12'	380.00'
C-19	S83°33'34"E	30.75'	35.08'	20.00'
C-20	S28°09'57"E	75.41'	75.51'	420.00'
C-21	S46°58'13"E	16.65'	16.65'	270.00'
C-22	S45°49'47"E	48.70'	48.72'	480.00'
C-23	S38°05'10"E	80.93'	81.03'	480.00'
C-24	S28°07'58"E	85.63'	85.74'	480.00'
C-25	S42°15'01"E	55.52'	55.56'	435.00'
C-26	S39°20'37"E	25.84'	25.90'	113.00'
C-27	S24°03'21"E	34.27'	34.40'	113.00'
C-28	S39°38'56"E	53.53'	55.17'	65.00'
C-29	N88°36'54"E	59.87'	62.22'	65.00'
C-30	N34°21'33"E	58.68'	60.88'	65.00'
C-31	N39°16'44"W	94.77'	106.19'	65.00'
C-32	N86°33'21"W	1.07'	1.07'	65.00'
C-33	N63°33'54"W	89.99'	92.56'	113.00'
C-34	N39°46'29"W	4.27'	4.27'	375.00'
C-35	N39°01'12"W	5.61'	5.61'	375.00'
C-36	N25°43'08"E	126.79'	126.79'	13,602.63'
C-37	N25°43'08"E	126.51'	126.51'	13,572.63'
C-38	N71°09'57"E	28.13'	31.20'	20.00'
C-39	S59°20'59"E	45.13'	45.18'	270.00'
C-40	S42°51'36"E	72.32'	72.54'	270.00'
C-41	S30°37'55"W	40.96'	40.99'	289.64'
C-42	S37°12'33"W	25.49'	25.50'	289.64'
C-43	S85°11'30"W	28.51'	31.74'	20.00'
C-44	N56°44'43"W	84.98'	85.22'	330.00'
C-45	N19°04'43"W	28.32'	31.47'	20.00'

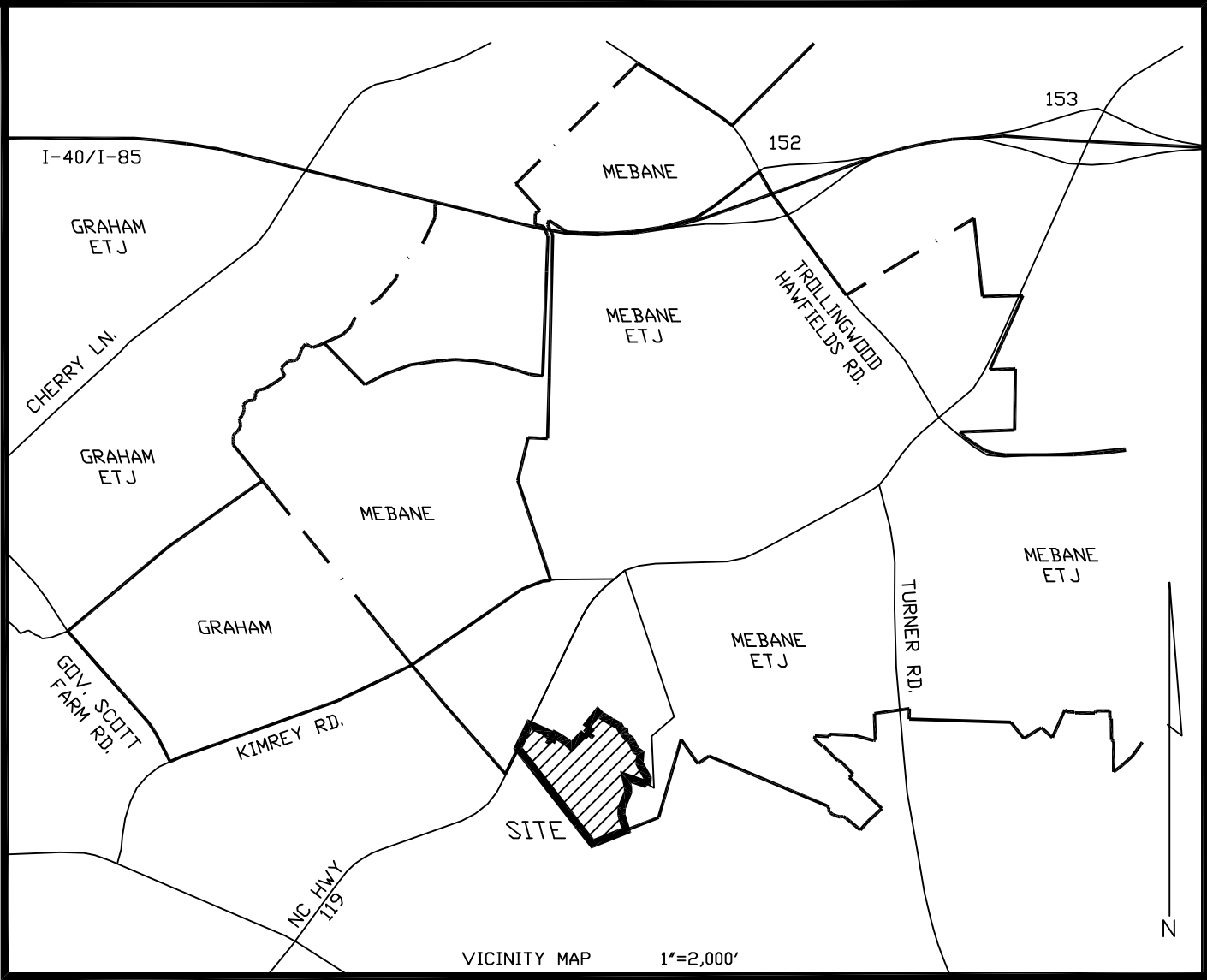
LINE TABLE L-#		
LINE	BEARING	DISTANCE
L-1	S44°54'22"E	57.61'
L-2	S61°28'13"E	51.92'
L-3	S28°52'46"E	67.43'
L-4	S70°51'59"E	35.46'
L-5	S03°44'35"E	33.27'
L-6	S38°38'29"E	56.05'
L-7	S57°32'34"E	41.34'
L-8	S31°21'12"E	46.54'
L-9	S55°56'07"E	63.90'
L-10	S13°07'23"E	85.60'
L-11	S13°07'23"E	40.38'
L-12	S01°14'38"E	6.74'
L-13	S01°14'38"E	54.45'
L-14	S41°15'40"W	60.08'
L-15	S48°44'15"E	16.23'
L-16	S35°23'10"E	51.93'
L-17	S71°02'15"W	53.95'
L-18	S48°17'53"W	114.53'
L-19	N48°17'53"E	76.20'
L-20	N48°17'53"E	43.24'
L-21	N71°02'15"E	49.43'
L-22	N71°02'15"E	4.52'
L-23	S01°14'38"E	19.03'
L-24	S01°14'38"E	32.29'
L-25	N88°45'22"E	15.00'
L-26	S48°44'15"E	13.95'
L-27	S48°44'15"E	36.34'
L-28	S23°00'56"E	57.23'
L-29	S23°00'56"E	66.36'
L-30	S35°50'53"E	88.02'
L-31	N25°26'57"E	101.79'
L-32	N25°12'07"E	116.77'
L-33	N36°32'15"E	18.97'
L-34	N26°28'32"E	144.23'
L-35	S64°08'36"E	63.67'
L-36	S64°08'36"E	39.23'
L-37	S26°34'37"W	29.19'
L-38	N64°08'36"W	109.05'

EASEMENT LINE TABLE E-#		
LINE	BEARING	DISTANCE
E-1	N27°02'45"E	223.93'
E-2	N32°46'39"E	27.43'
E-3	N26°24'02"E	165.33'
E-4	S10°59'13"W	19.37'
E-5	S10°48'07"E	48.70'
E-6	S16°45'28"E	51.32'

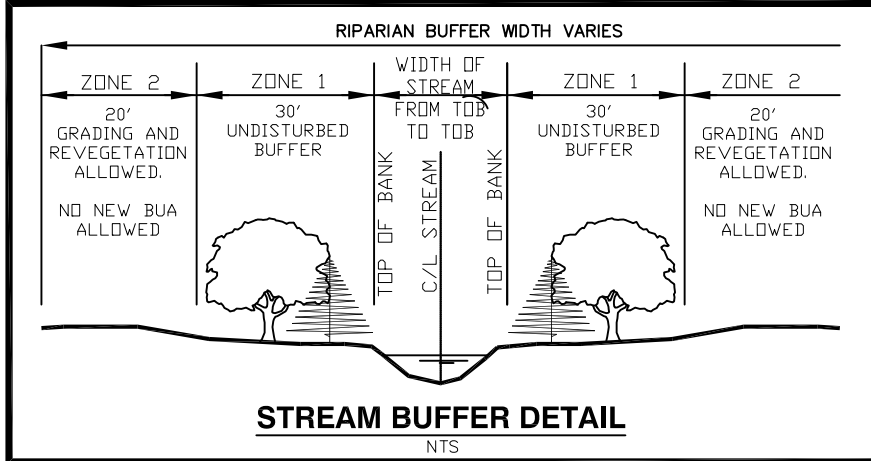
LEGEND:

EP	EDGE OF EXISTING PAVEMENT
N.C.G.S.	NORTH CAROLINA GEODETIC SURVEY
CL	CENTERLINE
DB	DEED BOOK
P.B.	PLAT BOOK
PG.	PAGE
PK	SPECIAL PURPOSE NAIL
CP	COMPUTED POINT
NIP	NEW IRON PIPE
EIP	EXISTING IRON PIPE
XXXXX	DENOTES ADDRESS
PSLAME	PRIVATE SEWER LINE ACCESS & MAINTENANCE EASEMENT
PSDE	PRIVATE STORM DRAINAGE EASEMENT
D.E.	DRAINAGE EASEMENT
S.E.	SIGHT EASEMENT
U.E.	UTILITY EASEMENT

OWNER:
DESCO SUMMERHAVEN, LLC
600 MARKET STREET, SUITE 206
CHAPEL HILL, NC 27516
ERIC DISCHINGER (336) 319-3395



UTILITY NOTICE:
THE UNDERGROUND UTILITIES SHOWN HAVE BEEN LOCATED FROM FIELD SURVEY INFORMATION, RECORDED EASEMENTS, AND EXISTING DRAWINGS. THE SURVEYOR MAKES NO GUARANTEES THAT THE UNDERGROUND UTILITIES SHOWN ARE IN THE EXACT LOCATION INDICATED ALTHOUGH HE DOES CERTIFY THAT THEY ARE LOCATED AS ACCURATELY AS POSSIBLE FROM THE INFORMATION AVAILABLE. THE SURVEYOR HAS NOT PHYSICALLY LOCATED UNDERGROUND UTILITIES.



BUFFER NOTE:
STREAM BUFFERS ARE TO REMAIN UNDISTURBED IN COMMON AREAS.

NOTES:

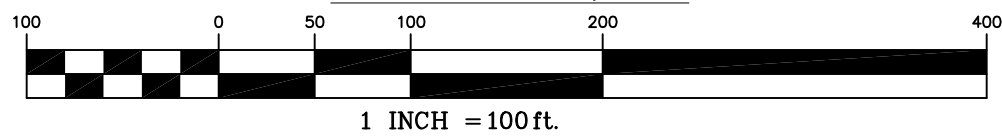
- AREA DETERMINED BY LEAST SQUARES METHOD.
- THIS PROPERTY IS NOT LOCATED IN A SPECIAL FLOOD HAZARD AREA AS DETERMINED BY THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT PER PANEL MAP 371098300K ZONE 'X' DATED NOVEMBER 17, 2017.
- BOUNDARY LINES NOT SURVEYED ARE SHOWN DASHED.
- DEED REFERENCES:
PARCEL #173775 D.B. 4042 PG. 807, P.B. 78 PG. 154, P.B. 76 PG. 477, D.B. 4260 PG. 852 EVANS ENGINEERING HAS NOT PERFORMED ANY TITLE SEARCH.
NO PLATS OF RECORD FOUND THAT DEDICATES RIGHT OF WAY FOR NC HIGHWAY 119.
- ALL DISTANCES SHOWN HEREON ARE IN US SURVEY FEET UNLESS SPECIFIED OTHERWISE.
- PROPERTY IS CURRENTLY ZONED R-20.
- THERE ARE NORTH CAROLINA GEODETIC SURVEY MARKERS WITHIN 2000 FEET OF SUBJECT PROPERTY AS SHOWN. MONUMENT SLAVE HAS BEEN DISTURBED AND CAP MISSING.
- ALL SIDEWALKS ARE FOR PUBLIC USE AND ARE TO BE MAINTAINED BY THE HOME OWNERS ASSOCIATION BY MEANS OF AN ENCROACHMENT.
- A PORTION OF THE EXISTING 30' PRIVATE R/W (NEREUS DRIVE) PER P.B. 76, PG. 477 TO BE ABANDONED. PERMANENT ACCESS WILL BE PROVIDED THRU PROPOSED STREET NETWORK. TEMPORARY ACCESS DURING NEW ROADWAY CONSTRUCTION WILL BE PROVIDED.
- ALL SIDE WALKS ARE 5 FEET IN WIDTH.

PHASE 2 IMPERVIOUS SURFACE CALCULATIONS:
STREETS =1.96 ACRES
SIDEWALKS=0.34 ACRES
TEMPORARY GRAVEL DRIVE=0.18 ACRES
BUA ALLOCATED PER LOT=(41 LOTS)(5,473 SQ. FT.)=5.15 ACRES
(INCLUDES ROOF, DRIVEWAYS,PATIO)
7.63 (12.3%)

SHEET 1 OF 2
FINAL PLAT
SUMMERHAVEN PHASE 2
AKA

SUMMERHAVEN EAST PHASE 2
MELVILLE TOWNSHIP~ALAMANCE COUNTY
MEBANE~NORTH CAROLINA

OCTOBER 18, 2022



EVANS ENGINEERING, INC.
ENGINEERS, SURVEYORS, PLANNERS
4609 DUNDAS DRIVE GREENSBORO, N.C. 27407
PHONE: (336) 854-8877 FAX: (336) 854-8876
FIRM LICENSE C-0168

PARCEL #172458
PHILLIPS NELL KIMREY
DB 3405, PG 825
PB 76, PG 477
AGRICULTURAL
ZONED: R-20

D.R. HORTON, INC.
DB 4304 PG 772-706
PB 82 PG 342
ZONED: R-20

D.R. HORTON, INC.
DB 4304 PG 772-706
PB 82 PG 342
ZONED: R-20

PRELIMINARY LAND SURVEY
NOT FOR RECORDATION CONVEYANCE OR SALES
ROBERT S. DISCHINGER
PLS-4521



D.R. HORTON, INC.
DB 4304 PG 772-706
PB 82 PG 342
ZONED: R-20

DESCO SUMMERHAVEN, LLC
DB 4042 PG 807
PB 82 PG 342
PARCEL #17X909
ZONED: R-20

MAX H. KERNODLE A/W
JEANIE KERNODLE
DB 3937 PG 569
PB 78 PG 313
PARCEL #159686
OLD MAP 10-16-68

AGENCY PARTNERS, LLC
DB 3672 PG 857
P.B. 78 PG 312 AND 313
PARCEL #174153
OLD MAP 10-16-214
VACANT
ZONED: B-2

JAY TUFTS A/W
MELANIE TUFTS
DB 3726 PG 979
PB 64 PG 41
PARCEL #159683
OLD MAP 10-16-69

AGENCY PARTNERS, LLC
DB 3672 PG 857
P.B. 78 PG 312 AND 313
PARCEL #174153
OLD MAP 10-16-214

3/4" PINCH TOP
GRID N=835,710.4419'
GRID E=1,906,376.3082'

JANET L. ECKLEBARGER A/H
ELIOT D. IRWIN
DB 3411 PG 968
PARCEL #159681
OLD MAP 10-16-18

RALPH SCOTT
LIFESERVICES, INC.
DB 4186 PG 610
PARCEL #159656
OLD MAP 10-26-19
RESIDENTIAL
ZONED: NONE

OWNER:
DESCO SUMMERHAVEN, LLC
600 MARKET STREET, SUITE 206
CHAPEL HILL, NC 27516
ERIC DISCHINGER (336) 319-3395

- LEGEND:
- EP EDGE OF EXISTING PAVEMENT
 - N.C.G.S. NORTH CAROLINA GEODETIC SURVEY
 - C CENTERLINE
 - D.B. DEED BOOK
 - P.B. PLAT BOOK
 - PG. PAGE
 - PK SPECIAL PURPOSE NAIL
 - CP COMPUTED POINT
 - NIP NEW IRON PIPE
 - EIP EXISTING IRON PIPE
 - XXXX DENOTES ADDRESS
 - PSLAME PRIVATE SEWER LINE ACCESS & MAINTENANCE EASEMENT
 - PSDE PRIVATE STORM DRAINAGE EASEMENT
 - D.E. DRAINAGE EASEMENT
 - S.E. SIGHT EASEMENT
 - U.E. UTILITY EASEMENT
 - U.&S.E. UTILITY AND SIDEWALK EASEMENT
 - SW&L.E. SIDEWALK AND LANDSCAPE EASEMENT

SHEET 2 OF 2
FINAL PLAT
SUMMERHAVEN PHASE 2
AKA

SUMMERHAVEN EAST PHASE 2
MELVILLE TOWNSHIP~ALAMANCE COUNTY
MEBANE~NORTH CAROLINA

OCTOBER 18, 2022



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GREENSBORO, N.C. 27407
FAX: (336) 854-8878

[PROJECT: 320-14]-[H:\CIVIL 3D 2019\DESCO\SUMMERHAVEN E\SURVEY\SUMMERHAVEN E PH 2 PLAT\SUMMERHAVEN E PH 2 PLAT.DWG]



AGENDA ITEM #5L

Social Media Comment Policy

Meeting Date

April 3, 2023

Presenter

Lawson Brown, City Attorney
Kelly Hunter, PIO

Public Hearing

Yes ☐ No ☒

Summary

The City uses social media to interact with residents, stakeholders, businesses, visitors and others. Currently, the City has no written policy regarding social media posts and comments that may appear on the sites utilized by the City. In view of the on-line sites and interactive nature of the same, staff recommends the adoption of a policy to address content, comments, duplicative posts, commercial posts and solicitations, references to other governmental sites, political promotions, illegal activities, conflicting information, and copyright and trademark infringement. The policy also confirms that the posts of non-municipal employees do not reflect the views or policies of the City.

Background

The City has utilized social media platforms but has no written policy regarding the same at present.

Financial Impact

None.

Recommendation


Staff recommends adoption of the Social Media Comment Policy as presented.

Suggested Motion

I move that the City adopt the recommended Social Media Comment Policy to be effective immediately.

Attachments

1. Social Media Comment Policy

POLICY STATEMENT	
SUBJECT: SOCIAL MEDIA COMMENT POLICY FOR CITY OF MEBANE 	PAGE <u>1</u> OF <u>2</u>
	EFFECTIVE DATE: April 3, 2023
	SUPERSEDES: N/A
	PREPARED BY: Lawson Brown Preston Mitchell Kelly Hunter Kirk Montgomery
	ADOPTED BY COUNCIL DATE: April 3, 2023

The City of Mebane uses social media to interact with residents, stakeholders, businesses and visitors about public issues related to our jurisdiction. Please note this is a moderated online discussion site and subject to North Carolina Public Records Laws, and e-discovery laws and policies. All comments and content shared on our government-sponsored social media sites must pertain to items within the jurisdictional control or authority of our governmental unit.

The City of Mebane reserves the right to delete submissions that do not meet the purpose of this site as set out above. The following are examples of unacceptable social networking content and comments. Please note this list is not intended to be all-inclusive:

1. Any content or comments that do not relate to the jurisdiction or authority of the jurisdiction itself.
2. Profane or obscene language or content as determined by the profanity filters offered through each social media platform (such posts result in the comment/content being blocked through the social media's profanity filter).
3. Content that promotes, fosters, or perpetrates discrimination on the basis of race, creed, color, age, religion, gender, marital status with regard to public assistance, national origin, physical or mental disability, or sexual orientation, or any other protected class of people.
4. Duplicate posts by the same author (the original post will be left intact assuming it follows the guidelines of acceptable comments or content).
5. Solicitations of commerce and/or, including content that contains gratuitous links (links or references to other relevant governmental webpages or official government sites are acceptable).
6. Promotions or content related to political organizations of any type.
7. Advocation of illegal activity; or those that compromise safety or security of the public.
8. Infringement on copyrights or trademarks.

9. Confidential or non-public information, including but not limited to any personally identifiable medical information and any content that violates the legal rights of the owner of said content
10. Content that includes GIFs/Memes that infringe copyright protections or perpetrates discrimination.
11. The City of Mebane reserves the right to delete or remove any comments that include hyperlinks to other webpages, businesses, organizations, events, or entities that are not posted by the City.

Please note that the opinions and comments expressed on this social media site do not reflect the opinions and positions of the City of Mebane government, its officers or employees. If you have any questions concern the operation of our social media platforms and the moderated discussion rules, please contact the Mebane Public Information Officer or City Administration.

AGENDA ITEM #6

Quarterly Report from Downtown
Mebane Development Corporation
(DMDC) Inc.

Meeting Date

April 3, 2023

Presenter

Barbara Hollerand, DMDC Exec. Director
Dan Shannon, DMDC President

Public Hearing

Yes ☐ No ☒

Summary

Downtown Mebane Development Corporation (DMDC) will be presenting a Third Quarter Report on its program operations as required in the Memorandum of Understanding between the City of Mebane and DMDC.

Background

Downtown Mebane, currently a Downtown Associate Community, is on track to receive full Main Street designation with the NC Main Street & Rural Planning Center in July 2023. FY 22-23 is serving as a transition year toward achieving full designation.

DMDC was incorporated on July 21, 2022 and has applied for 501(c)(3) status as a nonprofit organization. On September 12, 2022, the Mebane City Council approved a Memorandum of Understanding (MOU) with DMDC to memorialize the agreement between the nonprofit and the City, which will hold the charter for the future Mebane Main Street program. A provision in the MOU called for DMDC to provide quarterly reports to the City Council. This Third Quarter FY 22-23 Report to the City Council is the second since the adoption of the MOU.

Financial Impact

\$100,000 was appropriated within the current FY 22-23 budget to fund the Mebane Main Street program.

Recommendation

No action required.

Suggested Motion

N/A

Attachments

1. DMDC Quarterly Report, Third Quarter FY 22-23
2. PowerPoint presentation to City Council April 3, 2023
3. DMDC adopted work plan for FY 22-23



Downtown Mebane Development Corporation

Quarterly Report: 3rd Quarter FY 22-23

Highlights of the quarter included:

Organizational Structure and Development

- Continued coordinating with the NC Main Street & Rural Planning Center on meeting benchmarks for July 2023 program designation including attending Promotions training.
- Scheduled monthly board meetings and executive committee meetings.
- Held a January board retreat to set priorities and to begin planning for a program designation celebration.
- Hosted kick-off meetings for all three committees in March and began recruiting members from the community. Committees are centered around three economic development strategies: Center for Community Engagement and Inclusivity; Hub for Regional Leisurely and Recreational Activities; and Rich with Diverse Small Businesses, Nightlife and Dining Options.
- Kicked off program subcommittee meetings in January, February and March and began recruiting members. The three subcommittees are History, Public Arts, and Downtown Businesses.
- Completed an NC Main Street Program Assessment and received feedback from state program office.
- Initiated a communications internship program and hosted a remote, spring semester intern to develop social media content on Facebook and Instagram.
- Joined Mebane Business Association and Alamance Chamber of Commerce.

Branding & Marketing

- Starting from zero, grew Facebook and Instagram followers by more than 300 each, or about 100 per month.
- Continued the “Covid Catch-Up ribbon cutting” series into 2023 and celebrated six new Downtown businesses with ribbon cuttings at L.A.K.E. Designs (Jan. 24); Crafted – The Art of the Taco (Jan. 31); Sister’s Full of Flava (Feb. 7); Lucky Penny Nutrition (Feb. 14); Clay Street Antiques and Treasures (Feb. 28); and QB Designz (Mar. 21). Also held a grand re-opening for Impulsive Creativity in January.
- Compiled a listing of more than 120 events planned in and around Downtown by different organizations. The list will be updated regularly and shared throughout the community to promote Downtown Mebane.
- Contracted for photography services with Mebane-based Andre’ Watson Photography. Events covered this quarter were the Mebane Train Show (Mar. 11) and the Community with a Cause/St. Baldrick’s Foundation event (Mar. 18).

Initiatives, Events & Promotions

- Supported Downtown events including:
 - Cupid Shuffle & Galentines (Mebane Merchants)
 - Mebane Train Show (Mebane Train Museum)
 - Community with a Cause/St. Baldrick's Foundation fundraiser
 - *George Washington's 1791 Southern Tour* author's program (Mebane Historical Museum)
- Advocacy efforts by DMDC this quarter included:
 - Community with a Cause/St. Baldrick's Foundation event collaboration including requesting a street closure from the City and event insurance and permits from Destination Downtown Mebane.
 - Promoting the City's upcoming Clay Street construction public information sessions with Downtown businesses.
 - Working with business owners to evaluate available lease space.

Budget Snapshot: End of 3rd Quarter FY 22-23 (period ending Mar. 31, 2023)

Account	Budget	Expended	Encumbered	Remaining	Notes
Professional Services	\$60,734	\$56,150	\$3,055	\$1,529	Payroll for ED, professional services contracts, and financial review
Social Media & Marketing	\$16,100	\$5,113	\$2,339	\$8,648	Website and branding
Advertising	\$11,000	\$9,839	\$411	\$750	Billboard contract and \$1,500 in miscellaneous advertising
Property & Liability Insurance	\$2,843	\$1,495	0	\$1,348	Business Liability and Directors & Officers Liability Policies
Small Equipment	\$1,631	\$1,631	0	0	Computer and printer
Telephone & Postage	\$1,666	0	0	\$1,666	Cell phone
Supplies & Misc.	\$2,469	\$1,540	0	\$929	
Schools & Conferences	\$3,057	\$2,588	0	\$469	State-required training and annual conference in March
Dues & Subscriptions	\$500	\$295	0	\$205	
Total (excluding façade grants)	<u>\$100,000</u>	<u>\$78,651</u>	<u>\$5,805</u>	<u>\$15,544</u>	



Quarterly Update

Downtown Mebane
Development Corporation

Mebane City Council – April 3, 2023



The DMDC Mission

The Downtown Mebane Development Corporation facilitates the revitalization and preservation of historic Downtown Mebane through an inclusive collaboration and partnership with greater Mebane.



The DMDC Message

- Full designation as Mebane Main Street is coming in July
- We're advocates for Downtown
- We're a communications resource
- We're a collaborating partner
- Connect with us to find out how you can be involved!



DMDC Board of Directors

- **Dan Shannon** (Edward Jones) - President
- **Steve Krans** (Junction on 70) – Vice President
- **Sugaree Thornton** (Clay Street Printing & Signs) – Secretary
- **Kat Mathias** (Impulsive Creativity) – Treasurer
- **Teresa Dallas** (The Curious Peddler)
- **Barbara Guttman** (Downtown property owner)
- **Sarah Williams** (Habitat for Humanity of Alamance County)

- **Mayor Ed Hooks** – Ex-officio
- **Council Member Katie Burkholder** – Ex-officio
- **Aaron Davis** (City of Mebane Recreation and Parks) – Ex-officio
- **Grace VandeVisser** (Alamance County Visitors Bureau) – Ex-officio



Four Points of Main Street

- **Organization**
- **Promotion**
- **Design**
- **Economic Vitality**



Recent Milestones for DMDC

Organization

- Ongoing Executive Committee meetings
- Ongoing Board meetings
- Board retreat in January
- Kickoff for all committees, subcommittees
- State Main Street conference in March
- Completion of program assessment
- Communications intern (spring semester)
- Creating program awareness and education



Recent Milestones for DMDC

Promotion

- Ongoing Covid Catch-Up Ribbon Cuttings
- Compiling comprehensive 2023 Downtown events list
- Contracting with Andre' Watson Photography
- Social media promotion for retail and Downtown events



Recent Milestones for DMDC

Promotion *(continued)*

- Website next phases

<https://www.VisitDowntownMebane.com>

- Downtown Businesses monthly meetings



Recent Milestones for DMDC



Design

- History subcommittee
- Public Arts subcommittee



Recent Milestones for DMDC

Economic Vitality – Economic Development Strategies (Committees)

- Center for Community Engagement and Inclusivity
- Rich with Diverse Small Businesses, Nightlife and Dining Options
- Hub for Regional Leisurely and Recreational Activities



Value of DMDC

- Networking/Collaboration
 - Destination Downtown Mebane
 - Mebane Merchants
 - [Mebane Business Association](#)
 - Mebane Historical Museum
 - [Mebane Train Museum](#)
 - Mebane Trail Rangers
 - Main Street directors (Elon & Burlington)
 - [Alamance Chamber of Commerce](#)
 - [Alamance Wellness Collaborative](#)
 - Alamance County Visitor's Bureau
 - Elon University
 - City committees (ex. BPAC)



Value of DMDC

- City Liaison
 - Community with a Cause/St. Baldrick's Foundation event
 - Clay Street construction project
 - City events (ex. Eggstravaganza & Bunny Hop)
 - Downtown property tours
- Exposure and Education
 - Downtown businesses
 - Greater Mebane business community
 - Non-profits
 - Social organizations
 - Schools
 - Individuals
 - Anyone with an interest in Downtown Mebane



Coming Up Next Quarter

- Updates to work plan
- Buildout of committees
- Volunteer outreach & recruitment
- Fundraising strategies
- FY24 budget
- Business support during construction
- Summer communications intern (Elon)
- Main Street Designation celebration



Thank you



Questions?



Downtown Mebane Economic Development Implementation Plan - FY2022/2023

Economic Positioning/Vision: Historic downtown Mebane, one of the fastest growing municipalities in North Carolina, is the hub for regional leisurely and recreational activities. Downtown serves as the center for community engagement and is rich with diverse small businesses, nightlife, and dining options for a positively charming experience.

Mission: The Downtown Mebane Development Corporation facilitates the revitalization and preservation of historic Downtown Mebane through an inclusive collaboration and partnership with greater Mebane.

Implementation Strategy: Mebane is a designated NC Main Street community. The City of Mebane has charged Downtown Mebane Development Corporation with the administration of the Main Street program at the local level. The agency uses the Main Street America™ model of establishing economic development strategies and applying the Main Street Four-Point Approach® to downtown revitalization: Organization, Promotion, Design and Economic Vitality, to implement a plan that achieves measurable results.

DOWNTOWN ECONOMIC DEVELOPMENT STRATEGIES	ORGANIZATION	PROMOTION	DESIGN	ECONOMIC VITALITY
<p>Economic Development Strategy: Downtown Mebane is the hub for regional leisurely and recreational activities.</p> <p>Goal: To be connected as in the hub for recreation within the region while promoting downtown as the place for more leisurely activities.</p> <p>Objective: Connect with the existing recreational assets (passive and active) to increase sales annually by X % in downtown businesses and add X physical connections to green space and trails by 2027.</p>	<p>Action:</p> <ol style="list-style-type: none"> 1. Assemble a committee of members to proactively carry out the implementation plan for this strategy. 2. Put in place a method to track sales annually, with the first year being a baseline. 	<p>Action:</p> <ol style="list-style-type: none"> 1. Create a robust downtown website to connect downtown businesses and leisurely recreation. 2. Develop an ongoing sales promotion targeted to the recreation and leisurely markets. 	<p>Action:</p> <ol style="list-style-type: none"> 1. Develop a unique pedestrian and cycling wayfinding system into downtown along surrounding trails and paths. 2. Facilitate a downtown pedestrian safety audit and create a follow up report as to findings. 3. Put public art in place. 	<p>Action:</p> <ol style="list-style-type: none"> 1. Work with existing businesses to incorporate inventory, services, and menu selections that support the recreation and leisurely activity markets. 2. Explore the viability of a sporting goods store.
<p>Economic Development Strategy: Downtown Mebane is the center for community engagement and inclusivity.</p> <p>Goal: Downtown is a third-place destination after home and work. It is a place where all feel safe and welcome.</p> <p>Objective: Foster five additional experiential businesses or services within downtown, striving to cultivate at least 3 ethnically/culturally diverse businesses in the downtown</p>	<p>Action:</p> <ol style="list-style-type: none"> 1. Assemble a committee of members to proactively carry out the implementation plan for this strategy. 2. Work with Small Business Center to see if there are seminars/webinars to assist with growing more racially diverse businesses. 	<p>Action:</p> <ol style="list-style-type: none"> 1. Determine how downtown businesses may be more effective in marketing to diverse population segments. 2. Expand an existing successful event to showcase Mebane's diverse population. 	<p>Action:</p> <ol style="list-style-type: none"> 1. From the Downtown Vision plan look at the connectivity between neighborhoods to determine where improvements are needed. 2. Develop a public art project that conveys Mebane's commitment to supporting engagement and inclusivity. 	<p>Action:</p> <ol style="list-style-type: none"> 1. Explore Marion's GEM's program. 2. Create a document, both digital and in print on "How to do business in Downtown Mebane." 3. Consider incentives to match the vision. (Minority owned business incentives, loans, etc.).

Downtown Mebane FY2022/2023
Resource & Partnership Identification

district by 2027.				
<p>Economic Development Strategy: Downtown Mebane is rich with diverse small businesses, nightlife, and dining options. Goal: To grow and expand options for services, dining, nightlife, and shopping. Objective: Recruit and/or expand X businesses that add to dining and/or nightlife by 2025.</p>	<p>Action:</p> <ol style="list-style-type: none"> 1. Assemble a committee of members to proactively carry out the implementation plan for this strategy. 2. Study the AARP livability index to explore and act upon opportunities for improvement. 3. Determine a funding source for the incentives developed under the Economic Vitality action. 4. Explore downtown as a group to inventory existing businesses and potential opportunities for businesses and redevelopment. 	<p>Action:</p> <ol style="list-style-type: none"> 1. Develop a comprehensive downtown marketing plan. 2. Build out itineraries for the NC Main to Main Trail program. 	<p>Action:</p> <ol style="list-style-type: none"> 1. Conduct a design/construction workshop showcasing how to approach an upper floor redevelopment project in an existing building. 2. Identify locations for additional outdoor seating, both public property and private property. 	<p>Action:</p> <ol style="list-style-type: none"> 1. Identify barriers to business startups. 2. Invest in a downtown business recruitment package.

Economic Development Strategy: Downtown Mebane is the hub for regional leisurely and recreational activities.

Goal: To be connected as in the hub for recreation within the region while promoting downtown as the place for more leisurely activities.

Objective: Connect with the existing recreational assets (passive and active) to increase sales annually by X % in downtown businesses and add X physical connections to green space and trails by 2027.

Organization

Organization Action/Project: Assemble a committee of members to proactively carry out the implementation plan for this strategy.

Completed ✓	Task	Name of Person Responsible	In-House- Outsource	Cost / Time	Tools	Partners / Assistance	Date To Be completed
	Form a strong alliance with the Mountain to Sea Trail Organization.						
	Identify & invite key community members to participate.						
	Educate committee members on existing and planned trails and recreation.						

Organization Action/Project: Put in place a method to track sales annually, with the first year being a baseline.

Completed ✓	Task	Name of Person Responsible	In-House- Outsource	Cost / Time	Tools	Partners / Assistance	Date To Be completed
	Meet with representatives of different types of businesses to establish industry-specific methods for tracking business activity to reflect different markets and demands (services vs. retail).						

Downtown Mebane FY2022/2023
Resource & Partnership Identification

	Develop communication materials to inform businesses of value and purpose of data collection and address concerns.						
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Promotion

Promotion Action/Project: Create a robust downtown website to connect downtown businesses and leisurely recreation.

Completed ✓	Task	Name of <u>Person</u> Responsible	In-House- Outsource	Cost / Time	Tools	Partners / Assistance	Date To Be completed
	Develop an online resource hub with information on Downtown businesses and events.						
	Incorporate a QR code-driven historic walking tour.						
	Develop a calendar of community outdoor exercise opportunities, utilizing downtown businesses whenever possible.						
	Fine-tune the boundaries of the Downtown Mebane district.						

Promotion Action/Project: Develop an ongoing sales promotion targeted to the recreation and leisurely markets.

Completed ✓	Task	Name of <u>Person</u> Responsible	In-House- Outsource	Cost / Time	Tools	Partners / Assistance	Date To Be completed
	Refer to prior successes. (e.g. 12 Stamps of Christmas)						

Downtown Mebane FY2022/2023
Resource & Partnership Identification

	Attend Main Street Conference & Workshops to learn about successful sales promotions and tap into MS networks.						
	Establish one new sales promotion targeted to the recreation and leisurely markets.						

Design

Design Action/Project: Develop a unique pedestrian and cycling wayfinding system into downtown along surrounding trails and paths.

Completed ✓	Task	Name of <u>Person</u> Responsible	In-House- Outsource	Cost / Time	Tools	Partners / Assistance	Date To Be completed
	Recommend that the City invest in wayfinding signs to direct visitors to Downtown from city parks, featuring QR codes that tie back to the Downtown website.						
	Obtain examples of this type of signage from other communities.						

Design Action/Project: Facilitate a downtown pedestrian safety audit and create a follow up report as to findings.

Completed ✓	Task	Name of <u>Person</u> Responsible	In-House- Outsource	Cost / Time	Tools	Partners / Assistance	Date To Be completed
	Coordinate with City PD, PW & Management to conduct twice, when leaves on/off.						

Downtown Mebane FY2022/2023
Resource & Partnership Identification

	Develop a report that presents findings of audit and recommendations.						
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Design Action/Project: Put public art in place.

Completed ✓	Task	Name of Person Responsible	In-House- Outsource	Cost / Time	Tools	Partners / Assistance	Date To Be completed
	Incorporate into wayfinding – coordinate with BPAC on recommending artistic crosswalks on City-maintained streets						
	Develop an arts promotional event and coordinate with sales promotions.						
	Request city to continue DEIG (Downtown Exterior Improvement Grant)						

Economic Vitality

Economic Vitality Action/Project: Work with existing businesses to incorporate inventory, services, and menu selections that support the recreation and leisurely activity markets.

Completed ✓	Task	Name of Person Responsible	In-House- Outsource	Cost / Time	Tools	Partners / Assistance	Date To Be completed
	Develop a qualitative business survey for all Downtown establishments that will describe their offerings and market.						
	Educate Downtown businesses to garner						

Downtown Mebane FY2022/2023
Resource & Partnership Identification

	support for Main Street program and the recreation market strategy.						
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Economic Vitality Action/Project: Explore the viability of a sporting goods store.							
Completed ✓	Task	Name of <u>Person</u> Responsible	In-House- Outsource	Cost / Time	Tools	Partners / Assistance	Date To Be completed
	Conduct a leakage analysis of Downtown Mebane, with a specific goal of knowing what sporting goods retail potential might be. (NCMS provides this service).)						
	Review the leakage analysis results to identify other types of businesses to recruit, or work with existing businesses to expand to capture sales from these sectors.						

Economic Development Strategy: Downtown Mebane is the center for community engagement and inclusivity.

Goal: Downtown is a third-place destination after home and work. It is a place where all feel safe and welcome.

Objective: Foster **five** additional experiential businesses or services within downtown, striving to cultivate at least 3 ethnically/culturally diverse businesses in the downtown district by 2027.

Organization

Organization Action/Project: Assemble a committee of members to proactively carry out the implementation plan for this strategy.

Completed ✓	Task	Name of Person Responsible	In-House- Outsource	Cost / Time	Tools	Partners / Assistance	Date To Be completed
	Engage with key community organizations (churches, REAC, ABSS, etc.) regarding how to optimize inclusion and diversity.						
	Identify and invite individuals to participate in committee, recruit BPAC participation in this committee.						
	Meet with faith-based leaders of African American groups to share the downtown vision, discuss better engagement and inclusivity and how to grow more diverse						

Downtown Mebane FY2022/2023
Resource & Partnership Identification

	businesses.						
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Organization Action/Project: Work with the Small Business Center to see if there are seminars/webinars to assist with growing more racially diverse businesses.

Completed ✓	Task	Name of Person Responsible	In-House- Outsource	Cost / Time	Tools	Partners / Assistance	Date To Be completed
	Reach out to ACC and Alamance Co COC regarding the resources they have available.						
	Reach out to Orange County ED office regarding their resources and Downtown's potential eligibility for support.						

Promotion

Promotion Action/Project: Determine how downtown businesses may be more effective in marketing to diverse population segments.

Completed ✓	Task	Name of Person Responsible	In-House- Outsource	Cost / Time	Tools	Partners / Assistance	Date To Be completed
	Tasks TBD by OA #1 Committee.						

Promotion Action/Project: Expand an existing successful event to showcase Mebane's diverse population.

Completed ✓	Task	Name of Person Responsible	In-House- Outsource	Cost / Time	Tools	Partners / Assistance	Date To Be completed
	Fiddlers Festival as a focus to the event.						
	Recruit REAC (and others) participation in cultivating this event.						
	Partner with Mebane Rec & Parks on using Community Park as a						

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	focus for this new event.						
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Design

Design Action/Project: From the Downtown Vision Plan look at the connectivity between neighborhoods to determine where improvements are needed.

Completed ✓	Task	Name of Person Responsible	In-House- Outsource	Cost / Time	Tools	Partners / Assistance	Date To Be completed
	Make sure that this need is identified in the revised Bike/Ped Plan.						
	Integrate into Clean/Safe Audit.						

Design Action/Project: Develop a public art project that conveys Mebane's commitment to supporting engagement and inclusivity.

Completed ✓	Task	Name of Person Responsible	In-House- Outsource	Cost / Time	Tools	Partners / Assistance	Date To Be completed
	Develop a list of potential public art projects.						
	Identify a pilot project for city funding.						
	Develop a budget for the project to recommend inclusion in the City budget.						

Economic Vitality

Economic Vitality Action/Project: Explore Marion's GEMs program.

Completed ✓	Task	Name of Person Responsible	In-House- Outsource	Cost / Time	Tools	Partners / Assistance	Date To Be completed
	Research and familiarize						

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	with the program - explore curriculum, success stories, etc.						
	Brainstorm how a program like this can best serve the diversity and inclusion strategy.						
	Draft a framework for a Mebane program and determine a pathway to realization.						

Economic Vitality Action/Project: Create a document, both digital and in print, on "How to Do Business in Downtown Mebane".							
Completed ✓	Task	Name of Person Responsible	In-House- Outsource	Cost / Time	Tools	Partners / Assistance	Date To Be completed
	City staff will draft this document with input from Planning, Inspections, Fire, and Utilities departments.						
	Convene round table of architects, GC's, and new businesses to ensure product serves the needs of this goal.						
	Produce paper and web-based resource.						

Economic Vitality Action/Project: Consider incentives to match the vision. (Minority-owned business incentives, loans, etc.)							
Completed ✓	Task	Name of Person Responsible	In-House- Outsource	Cost / Time	Tools	Partners / Assistance	Date To Be completed
	Explore partnerships with possible funding partners who specialize in WMOBs.						
	Explore partnership with City to dedicate funding to this purpose, with						

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	guidance from REAC.						
	Research best practices and success stories throughout NC and US.						
	Include in discussions with Small Business Center partners for their feedback and guidance.						

Economic Development Strategy: Downtown Mebane is rich with diverse small businesses, nightlife, and dining options.

Goal: To grow and expand options for services, dining, nightlife, and shopping.

Objective: Recruit and/or expand X businesses that add to dining and/or nightlife by 2025.

Organization

Organization Action/Project: Assemble a committee of members to proactively carry out the implementation plan for this strategy.

Completed ✓	Task	Name of Person Responsible	In-House- Outsource	Cost / Time	Tools	Partners / Assistance	Date To Be completed
	Identify and invite business community members to participate.						
	Include redevelopment professionals – architects, financial experts, real estate professionals, etc.						
	Rely upon NCMS resources and include in scope of leakage report – broad consumer sectors.						

Organization Action/Project: Study the AARP Livability Index to explore and act upon opportunities for improvement.

Completed ✓	Task	Name of Person Responsible	In-House- Outsource	Cost / Time	Tools	Partners / Assistance	Date To Be completed
	Review and discuss report, consider possible other resources to fully serve Downtown's needs.						

Organization Action/Project: Determine a funding source for the incentives developed under the Economic Vitality action.

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Completed ✓	Task	Name of <u>Person</u> Responsible	In-House- Outsource	Cost / Time	Tools	Partners / Assistance	Date To Be completed
	TBD once incentives are identified.						

Organization Action/Project: Explore downtown as a group to inventory existing businesses and potential opportunities for business and redevelopment.

Completed ✓	Task	Name of <u>Person</u> Responsible	In-House- Outsource	Cost / Time	Tools	Partners / Assistance	Date To Be completed
	Coordinate with website and walking tour committees to gather information one time.						

Promotion

Promotion Action/Project: Develop a comprehensive downtown marketing plan.

Completed ✓	Task	Name of <u>Person</u> Responsible	In-House- Outsource	Cost / Time	Tools	Partners / Assistance	Date To Be completed
	Draft a simple initial plan and build it to be more comprehensive over time.	Downtown Director					
	Coordinate with website committee.						
	Identify different audiences, with different tools employed for engagement (public, business recruitment,						

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	potential developers, elected officials).						
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Promotion Action/Project: Build out itineraries for the NC Main to Main Trail program.							
Completed ✓	Task	Name of Person Responsible	In-House- Outsource	Cost / Time	Tools	Partners / Assistance	Date To Be completed
	Review the existing NCMS page and determine what type of approach will work best for Mebane.						

Design							
Design Action/Project: Conduct a design/construction workshop showcasing how to approach an upper floor redevelopment project in an existing building.							
Completed ✓	Task	Name of Person Responsible	In-House- Outsource	Cost / Time	Tools	Partners / Assistance	Date To Be completed
	Convene a working group to host a workshop on this topic – funding, grants, code compliance, architecture, timelines, etc.						
	Flock Designs to lead a workshop - grant support dependent, on redeveloping older properties, particularly upper stories.						
	Coordinate closely with “How to Do Business in Downtown Mebane” product committee.						

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	Create a permanent document as a final product so it can serve as a reference material in the future.						
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Design Action/Project: Identify locations for additional outdoor seating, both public property and private property.							
Completed ✓	Task	Name of Person Responsible	In-House- Outsource	Cost / Time	Tools	Partners / Assistance	Date To Be completed
	Refer to the Vision Plan and opportunities it identifies.						
	Have a follow up meeting/event where other opportunities are identified by the public/committee – consider using GIS.						
	Identify short- mid- and long-term opportunities.						

Economic Vitality							
Economic Vitality Action/Project: Identify barriers to business startups.							
Completed ✓	Task	Name of Person Responsible	In-House- Outsource	Cost / Time	Tools	Partners / Assistance	Date To Be completed
	Interview new businesses about their experiences.						
	Interview businesses that ultimately choose to open elsewhere.						
	Develop two incentives to overcome these barriers.						

Economic Vitality Action/Project: Invest in a Downtown Business Recruitment package.							
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Completed ✓	Task	Name of <u>Person</u> Responsible	In-House- Outsource	Cost / Time	Tools	Partners / Assistance	Date To Be completed
	Build upon existing City product and enhance it with updated figures and messaging.						
	Update annually and expand it in some scope to reflect the growth and trends of Downtown Mebane.						
	Develop relationship with City where it is providing technical details to support Director's narrative and report.						

EHP – 090117– NC Department of Commerce, NC Main Street & Rural Planning Center 919-814-4658



AGENDA ITEM # 7A

Amendment to Article 4 of the Unified Development Ordinance

Presenter

Ashley Ownbey, Development Director

Public Hearing

Yes ☒ No ☐

Summary

The applicant 3S Investments, LLC, proposes to amend Table 4-1-1 (Table of Permitted Uses) to allow Equipment Rental and Leasing (with outside storage) use in the B-2, General Business District with a Special Use request considered by the Mebane City Council. Currently, Equipment Rental and Leasing (with outside storage) is permitted with development standards in the LM, Light Manufacturing District and HM, Heavy Manufacturing District. A minor revision is proposed to Section 4-7.7, D. to reflect the application of the development standards in the B-2 Zoning District.

Staff finds the proposed text amendment would allow for future commercial growth opportunities and still afford protections as a Special Use request in the B-2 Zoning District. Currently “Outside Storage” is permitted as a standalone use in the B-2 Zoning District with a Special Use Permit.

Financial Impact

N/A

Staff Recommendation

At their March 13, 2023, meeting, the Mebane Planning Board voted unanimously (8-0) to recommend approval of the amendments as presented.

Staff advises an in-favor recommendation of the proposed amendment, as presented.

Suggested Motion

Motion to approve the amendment to the City of Mebane Unified Development Ordinance as presented. The amendment is consistent with the objectives and policies for growth and development in the Comprehensive Land Development Plan.

Attachments

1. Preliminary Presentation Slides
2. Pages from Article 4 of the Unified Development Ordinance with proposed text amendments in red
3. Text Amendment Application



Ashley Ownbey, Development Director

Proposed UDO Text Amendment : Table 4-1-1 and Sec. 4-7.7-D
by 3S Investments, LLC



Proposed Amendment – Table 4-1-1

Allow “Equipment Rental and Leasing (with outside storage)” by Special Use request in the B-2 Zoning District.

4-1-1 Table of Permitted Uses																				
02/04/08; amended 04/07/08, 05/03/10, 07/11/11, 08/05/13, 04/07/14, 10/06/14; 07/09/18; 11/05/18; 03/04/19; 10/17/19; 06/01/20; 10/04/21; 06/06/22; 07/11/22			Ref. SIC	Development Standards					R20	R15	R12	R10	R8	R6	OI	B1	B2	B3	LM	HM
BUSINESS, PROFESSIONAL and PERSONAL SERVICES																				
Advertising, Outdoor Services	7312														P			P	P	P
Parking Lot	7521														P	P	P		P	P
Automobile Rental or Leasing	7510															S	P		P	P
Automobile, ATV, and Motorcycle Repair Services, Minor	0000	Sec. 4-7.7 A														S	D	S	D	P
Automobile Repair Services, Major	0000	Sec. 4-7.7 A																	S	S
Automobile Towing and Storage Services	7549																		P	P
Bank, Savings and Loan, or Credit Union, inc. ATMs	6000														P	P	P	P		
Barber Shop, Beauty Shop, Cosmetic Tattoos	7241	Sec. 4-1.G													P	P	P	P		
Bed and Breakfast	7011	Sec. 4-7.7 B	D	D	D	D									P	D	P	D		
Bicycle Repair	3751															P	P	P	P	
Boat Repair	3730																		P	P
Car Wash, Auto Detailing	7542																P			P
Clothing Alteration or Repair	0000															P	P	P		
Contractor Office with Outside Storage Yard	0000	Sec. 4-7.7 C																	D	D
Computer Maintenance and Repair	7378															P	P	P		
Craft Studio																P	P	S	P	
Equipment Rental and Leasing (no outside storage)	7350																P		P	P
Equipment Rental and Leasing (with outside storage)	7350	Sec. 4-7.7 D															S		D	D
Equipment Repair	7690																P		P	
Funeral Home, Crematorium	7261														P	P	P			

P = Permitted by right
D = Development standards must be met
E = Exempt from UDO regulation

BA = Special Use request, Board of Adjustment
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4-

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4-4



Proposed Amendment – Sec. 4-7.7, D

Development standards would apply.

D. Equipment Rental and Leasing (with outside storage)

1. Where Development Standards are Required:

B-2, HM, and LM districts.

Amended June 6, 2022

2. General Requirements:

- (a) Use Separation: Fifty feet minimum from any side or rear property line of any residentially-zoned or used lot.
- (b) Security Fencing: Security fencing, a minimum of 6 feet in height, shall be provided around all outside storage areas.
- (c) Screening: Whenever the use abuts a residential district, a minimum six-foot high fence and landscaping shall be provided in accordance with Section 6-4.

Mebane UDO, Article 4 4-103
February 4, 2008; amended November 25, 2008; October 6, 2014; January 12, 2015; June 5, 2017; October 1, 2018; November 5, 2018; March 4, 2019; June 7, 2021; October 4, 2021; June 6, 2022; July 11, 2022

- (d) Vehicular Access: Principal access shall be from a collector or higher capacity road.



Findings of Fact

1. “Outside Storage” is currently identified in Table 4-1-1, Table of Permitted Use, as permitted by Special Use Permit in the B-2 Zoning District.
2. Amendments are generally consistent with growth and development policies of the City’s Comprehensive Land Development Plan, *Mebane by Design* and afford protection of residential neighbors through Special Use process.





Applicant Presentation



4-1-1 Table of Permitted Uses

02/04/08; amended 04/07/08,05/03/10,07/11/11,08/05/13, 04/07/14, 10/06/14; 07/09/18; 11/05/18; 03/04/19; 10/17/19; 06/01/20; 10/04/21; 06/06/22; 07/11/22	Ref.	Development												
	SIC	Standards	R20	R15	R12	R10	R8	R6	OI	B1	B2	B3	LM	HM
RESIDENTIAL USES														
Single Unit Residential														
Single-Family Detached Dwelling	0000		P	P	P	P	P	P						
Modular Home	0000		P	P	P	P	P	P						
Manufactured Home, on individual lot (within MH Overlay District Only)	0000	Sec. 4-7.3 A				S								
Patio Home Dwelling	0000	Sec. 4-7.3 B					D	D						
Multiple Unit Residential														
Condominium, less than 2 acres in area	0000	Sec. 4-7.3 C					D	D		D				
Condominium, 2 or more acres in area	0000	Sec. 4-7.3 C					D	D		D				
Manufactured Home Park (within MH Overlay District Only)	0000	Sec. 4-7.3 D				S								
Multifamily Dwelling, less than 2 acres in area	0000	Sec. 4-7.3 E					D	D		D				
Multifamily Dwelling, 2 or more acres in area	0000	Sec. 4-7.3 E					D	D		D				
Townhouse Dwelling, less than 2 acres in area	0000	Sec. 4-7.3 F				D	D	D		D				
Townhouse Dwelling, 2 or more acres in area	0000	Sec. 4-7.3 F				D	D	D		D				
Two-Family Dwelling (duplex)	0000						P	P						
Group Residential														
Boarding and Rooming House	7021	Sec. 4-7.3 G								D	D			
Family Care Home	8361	Sec. 4-7.3 H	D	D	D	D	D	D						
Group Care Facility	8361	Sec. 4-7.3 I							D		D			
Temporary Emergency Shelter	0000	Sec. 4-7.3 L	D	D	D	D	D	D	D	D	D	D	D	D
Innovative Residential Developments														
Live/Work Combination Dwelling & Nonresidential Use	0000	Sec. 4-7.3 M					D	D	D	D	D	D		
Planned Unit Development	0000	Sec. 4-7.3 N	D	D	D	D	D	D	D	D				
Residential Cluster Development	0000	Sec. 4-7.3 O	D	D	D	D	D	D						
Traditional Neighborhood Development	0000	Sec. 4-7.3 P	D	D	D	D	D	D						
ACCESSORY USES AND STRUCTURES														
Accessory Dwelling Unit (on single-family lots)	0000	Sec. 4-7.4 A	D	D	D	D	D	D						
Accessory Dwelling Unit to an Office Use	0000	Sec. 4-7.4 B							D	P	D			
Accessory Uses and Structures (customary)	0000	Sec. 4-1 G	D	D	D	D	D	D	P	D	P	P	P	P
Caretaker Dwelling	0000	Sec. 4-7.4 C	D	D	D	D	D	D	D	D	D	D	D	D
Communication Tower Under 50' in Height	0000	Sec. 4-7.4 D	D	D	D	D	D	D		P	P	P	P	P
Home Occupation	0000	Sec. 4-7.4 E	D	D	D	D	D	D		D				
Satellite Dish Antenna	0000	Sec. 4-7.4 F	D	D	D	D	D	D	P	P	P	P	P	P
RECREATIONAL USES														
Amusement or Water Parks, Fairgrounds	7996													
Athletic Fields	0000	Sec. 4-7.5 A	S	S	S	S	S	S			S		S	S

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4-1-1 Table of Permitted Uses

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			R20	R15	R12	R10	R8	R6	OI	B1	B2	B3	LM	HM
Auditorium, Coliseum or Stadium	0000	Sec. 4-7.5 B									S		S	S
Batting Cages, Outdoor	7999	Sec. 4-7.5 C									D		D	
Batting Cages, Indoor	7999										P			
Billiard Parlor, Pool Hall	7999									P	P	P		
Bowling Center	7933										P		P	P
Campground/RV Park	7033	Sec. 4-7.5 D	BA										BA	
Civic, Social and Fraternal Clubs and Lodges	8641	Sec. 4-7.5 E	BA	BA	BA	BA	BA	BA	BA	D	D	D		
Indoor Recreation featuring Coin-Operated Amusements and similar entertainment, except Adult Arcade & Video Gaming Arcade	7993									P	P	P		
Community Center	7999	Sec. 4-7.5 F	BA	BA	BA	BA	BA	BA	BA					
Country Club with Golf Course	7997	Sec. 4-7.5 G	BA	BA	BA				BA		BA	BA		
School for the Arts	7911									P	P	P		
Fortune Tellers, Astrologers	7999									P	P	P		
Go-Cart Raceway	7999													P
Golf Course, Outdoor	7992	Sec. 4-7.5 H	BA	BA	BA						BA		BA	BA
Golf Course, Miniature	7999										P	P	P	
Golf Driving Range	7999										P		P	
Health Club or Gym	7991									P	P	P		
Private Club or Recreational Facility, Outdoor	7997	Sec. 4-7.5 I	D	D	D	D	D	D	D	D	P	D		P
Public Park	7990		P	P	P	P	P	P	P	P	P	P	P	P
Race Track Operation	7948	Sec. 4-7.5 J												S
Riding Academy, Riding Stables, Equestrian Facility	7999	Sec. 4-7.5 H	S	S										S
Shooting Range, Indoor	7999	Sec. 4-7.5 L											D	D
Skating Rink	7999										P		P	
Sports and Recreation Club, Indoor	7997								P	P	P	P	P	
Swim and Tennis Club	7997	Sec. 4-7.5 N	BA	BA	BA	BA	BA	BA		D	P	D	P	P
EDUCATIONAL AND INSTITUTIONAL USES														
Ambulance Service	4119								P		P		P	P
Cemetery, Columbarium or Mausoleum (Principal Use)	0000	Sec. 4-7.6 A	S	S	S	S					D		P	P
Cemetery, Columbarium or Mausoleum on Same Property as Church or Other Place of Worship	0000	Sec. 4-7.6 B	D	D	D	D	D	D	D	D	D	D	P	P
Church Or Other Place of Worship	8661	Sec. 4-7.6 C	D	D	D	D	D	D	D		P		S	S
College, University, Technical Institute	8220	Sec. 4-7.6 D							S	S	S		D	D
Crematorium											S		P	
Day Care Center, Adult and Child, 5 or Less Clients (accessory use)	8322	Sec. 4-7.6 F	D	D	D	D	D	D	P	P	P	P	P	P
Day Care Center, Adult and Child, 6 -12 Clients (principal use)	8322	Sec. 4-7.6 G	S	S	S	S	S	S	P	P	P	P	P	P

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	Ref.	Development												
	SIC	Standards	R20	R15	R12	R10	R8	R6	OI	B1	B2	B3	LM	HM
Day Care Center, Adult and Child, 13 or More Clients (principal use)	8322	Sec. 4-7.6 G.1	S	S					D	D	P	D	S	S
Elementary or Secondary School	8211	Sec. 4-7.6 H	BA	BA	BA	BA	BA	BA	BA		BA	BA		
Fire Station/Emergency Medical Service	9224	Sec. 4-7.6 I	D	D	D	D	D	D	P	D	P	D	P	P
Government Office	9000								P				P	P
Hospital	8062								P					
Library	8231	Sec. 4-7.6 J	D	D	D	D	D	D	P	D	P	D		
Museum or Art Gallery	8412								P	P	P	P		
National Guard /Military Reserve Center	0000								P	P			P	P
Nursing and Convalescent Home, Rest Home	8050	Sec. 4-7.6 K	S	S	S	S	S	S	S		S	S		
Police Station	9221								P	P	P	P	P	P
Post Office	0000								P	P	P	P	P	P
Retreat/Conference Center	0000	Sec. 4-7.6 M							P		P		D	
School Administration Facility	9411								P		P		P	P
Urgent Care Facility	8093								P		P		P	
Vocational, Business or Technical School	8240								P		P		P	
Wellness Center	8052								P	BA	P	BA	P	
BUSINESS, PROFESSIONAL and PERSONAL SERVICES														
Advertising, Outdoor Services	7312										P	P	P	
Parking Lot	7521								P	P	P		P	P
Automobile Rental or Leasing	7510									S	P		P	P
Automobile, ATV, and Motorcycle Repair Services, Minor	0000	Sec. 4-7.7 A								S	D	S	D	P
Automobile Repair Services, Major	0000	Sec. 4-7.7 A											S	S
Automobile Towing and Storage Services	7549												P	P
Bank, Savings and Loan, or Credit Union, inc. ATMs	6000								P	P	P	P		
Barber Shop, Beauty Shop, Cosmetic Tattoos	7241	Sec. 4-1.G							P	P	P	P		
Bed and Breakfast	7011	Sec. 4-7.7 B	D	D	D	D			P	D	P	D		
Bicycle Repair	3751									P	P	P	P	
Boat Repair	3730												P	P
Car Wash, Auto Detailing	7542										P			P
Clothing Alteration or Repair	0000									P	P	P		
Contractor Office with Outside Storage Yard	0000	Sec. 4-7.7 C											D	D
Computer Maintenance and Repair	7378									P	P	P		
Craft Studio										P	P	S	P	
Equipment Rental and Leasing (no outside storage)	7350										P		P	P
Equipment Rental and Leasing (with outside storage)	7350	Sec. 4-7.7 D									S		D	D
Equipment Repair	7690										P		P	
Funeral Home, Crematorium	7261								P	P	P			

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	SIC	Standards	R20	R15	R12	R10	R8	R6	OI	B1	B2	B3	LM	HM	
Furniture Refinishing and Repair, Upholstery Shops	7641												P	P	
Furniture Display and Showrooms	0000								P		P				
Hotel or Motel, except Adult Motel**	7011								P	P	P				
Insurance Agency, no On-site Claims Inspections	6411								P	P	P	P			
Insurance Agency, with On-site Claims Inspections	6411										P		P		
Kennels, with Outside Runs	0752		S	S									S	S	
Kennels, with No Outside Runs	0752	Sec. 4-7.7 E	S	S							P		P	P	
Landscape and Horticultural Services	0780										P		P		
Laundromat, Coin-Operated	7215									P	P	P			
Laundry or Dry Cleaning Plant	7211													P	
Laundry or Dry Cleaning, Retail Facility	7212								P	P	P	P			
Locksmiths, Gunsmiths	7699									P	P	P			
Makerspace										P	P	S	P		
Martial Arts Instructional School	7999								P	P	P	P			
Medical or Dental Laboratory	8071									P	P		P		
Medical or Dental Offices	8021								P	P	P	P			
Medical Office Park	8011								P		P		P		
Offices, General	0000								P	P	P	P			
Office Uses Not Listed Elsewhere	0000								P	P	P				
Pest or Termite Control Services	7342										P		P		
Photography, Commercial Studio	7335								P	P	P	P			
Appliance Repair	7623												P	P	
Services, Miscellaneous Not Listed Elsewhere	7699								BA		P		P		
Shoe Repair or Shoeshine Shop	7251									P	P	P			
Stock, Security, and Commodity Brokers	62								P	P	P	P			
Tattoo Parlor & Body Piercing										P	P	S			
Television, Radio or Electronics Repair	7620										P		P	P	
Theater (indoor), except Adult Theater**	7832								P	P	P				
Theater (outdoor)	7833								P		P				
Tire Recapping	7534												P	P	
Truck Driving School	8249												P	P	
Truck and Utility Trailer Rental and Leasing	0000												P	P	
Truck Washing	7542													S	
Veterinary Clinic	0742								P		P		P		
Watch, Clock, and Jewelry Repair	7631								P	P	P	P			
Welding Shop	0000													P	
RETAIL TRADE															
ABC Store (packaged liquor)	5921									P	P				

P = Permitted by right

D = Development standards must be met

E = Exempt from UDO regulation

BA = Special Use request, Board of Adjustment

S = Special Use request, City Council

4-1-1 Table of Permitted Uses

02/04/08; amended 04/07/08, 05/03/10, 07/11/11, 08/05/13, 04/07/14, 10/06/14; 07/09/18; 11/05/18; 03/04/19; 10/17/19; 06/01/20; 10/04/21; 06/06/22; 07/11/22	Ref. SIC	Development Standards												
			R20	R15	R12	R10	R8	R6	OI	B1	B2	B3	LM	HM
Antique Store	5932									P	P	P		
Apparel and Accessory Store	5600									P	P	P		
Appliance Store	5722									P	P	P		
Arts and Crafts	0000									P	P	P		
Auto Supply Sales	5531									P	P			
Bakery	5461									P	P	P		
Bar, Night Club, Tavern, Brewpub	5813	Sec. 4-7.8 A								P	D	D		
Bicycle Sales	5571									P	P		P	
Boat Sales	5551										P		P	
Bookstore, except Adult Bookstore**	5942								P	P	P	P		
Building Supply Sales	5211	Sec. 4-7.8 B									D		D	D
Convenience Store, no Gas Pumps	5411									P	P	P	P	P
Convenience Store, with Gas Pumps	5411	Sec. 4-7.8 C								BA	P	BA	P	P
Department, Variety or General Merchandise	5300									P	P			
Drugstore or Pharmacy	5912								P	P	P	P		
Farm Supplies and Equipment	0000	Sec. 4-7.8 H									D		P	P
Interior Decorating	5710									P	P	P	P	
Florist	5992								P	P	P	P		
Food Stores	54	Sec. 4-7.8 D								D	P	D	P	
Fuel Oil Sales	5980										P		P	P
Furniture Sales	5712								P	P	P			
Garden Center or Retail Nursery	5261										P	P	P	
Hardware Store	5251									P	P	P	P	
Home Furnishings, Miscellaneous	5719									P	P	P		
Manufactured Home Sales	5271	Sec. 4-7.8 E									S		S	
Motor Vehicle Sales (new and used)	5511									BA	P		P	P
Office Supplies and Equipment	5999								P	P	P	P	P	
Optical Goods Sales	5995								P	P	P	P		
Paint and Wallpaper Sales	5231									P	P	P	P	
Pawnshop or Used Merchandise Store	5932									P	P	P		
Pet Store	5999									P	P	P		
Radio, Television, Consumer Electronics, and Music Stores	5731									P	P	P		
Retail Sales, Miscellaneous not listed elsewhere	5999									P	P	P		
Recreational Vehicle Sales	5561										P		P	P
Restaurant (drive-in or take out window only)	5812	Sec. 4-7.8 F								D	D	D	P	P
Restaurant (with drive-through)	5812	Sec. 4-7.8 G								D	D	D	P	P
Restaurant (without drive-through)	5812								S	P	P	S	P	P
Service Station, Gasoline Sales	5541	Sec. 4-7.8 I								BA	P	BA	P	P

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E = Exempt from UDO regulation

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4-1-1 Table of Permitted Uses

02/04/08; amended 04/07/08, 05/03/10, 07/11/11, 08/05/13, 04/07/14, 10/06/14; 07/09/18; 11/05/18; 03/04/19; 10/17/19; 06/01/20; 10/04/21; 06/06/22; 07/11/22	Ref. SIC	Development Standards												
			R20	R15	R12	R10	R8	R6	OI	B1	B2	B3	LM	HM
Shopping Center	0000	Sec. 4-7.8 J									D			
Superstore	0000	Sec. 4-7.8 K									D		D	
Tire Sales	5531										S		P	P
Truck Stop, Travel Plazas	5541	Sec. 4-7.8 L												S
Retail Stores <3,000 square feet (s.f.)										P	P	P		
Retail Stores 3,000 s.f. - 20,000 s.f.										P	P			
Retail Stores 20,000 s.f. - 50,000 s.f.											P			
WHOLESALE TRADE														
Farm Product Raw Materials	515													P
Hardware	5072								S		P		P	P
Petroleum and Petroleum Products, Bulk Storage	517	Sec. 4-7.9 B												BA
Other Hazardous Materials Trade and Storage	4953													BA
Wholesale Trade, not listed elsewhere	0000												P	P
TRANSPORTATION, WAREHOUSING AND UTILITIES														
Airport or Air Transportation Facility	4500	Sec. 4-7.9 A												S
Bulk Mail and Packaging	4212												P	P
Bus Terminal	4100								S				P	P
Broadcast Station	4800										P		P	P
-Broadcast Studio	4800									P	P		P	P
Communications Tower, Public Safety	0000	Sec. 4-7.9 C	D	D	D	D	D	D	D	D	D	D	D	D
Communications Tower and All Other Radio, Television Towers Over 50' In Height	0000	Sec. 4-7.9 D											S	S
Composting Facility														
Courier Service	4215										P		P	P
Data Center													S	P
Distribution Center	4220												P	P
Farm Product Warehousing and Storage	4221												P	P
Junkyard or Recycling Facility	5093													
Landfill, Construction & Demolition Debris	5093													
Landfill, Municipal Waste														
Landfill, Land Clearing & Inert Debris	4953													
Moving and Storage Service	4214										S		P	P
Outside Storage	0000										S		P	P
Public Works and Public Utility Facilities Essential to the Immediate Area	0000	Sec. 4-7.9 H	S	S	S	S	S	S	S	S	S	S	S	S
Railroad Station	4010								S	S	S		P	P
Railyard													S	P
Recycling Collection Station or Point	0000												P	P

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4-1-1 Table of Permitted Uses

02/04/08; amended 04/07/08, 05/03/10, 07/11/11, 08/05/13, 04/07/14, 10/06/14; 07/09/18; 11/05/18; 03/04/19; 10/17/19; 06/01/20; 10/04/21; 06/06/22; 07/11/22	Ref. SIC	Development Standards												
			R20	R15	R12	R10	R8	R6	OI	B1	B2	B3	LM	HM
Wastewater Treatment Plant (Water Resource Recovery Facility)	4952	Sec. 4-7.9 I											S	S
Small Wireless Facility	23713	Sec. 4-7.9.F	D	D	D	D	D	D	D	D	D	D	D	D
Solar Farms		Sec. 4-7.9 G											S	S
Taxi Terminal	4121									P	P			
Telephone Exchange, Transformer Stations	0000	Sec. 4-7.9 K	BA	BA	BA	BA	BA	BA		BA	BA		BA	BA
Transfer Station, Municipal Solid Waste	4953													BA
Transformer Stations	0000	Sec. 4-7.9 K	BA	BA	BA	BA	BA	BA	BA		BA		BA	BA
Trucking or Freight Terminal	4213													P
Warehousing, Assembly & Distribution	4220												P	P
Indoor Warehouse (self-storage)	4225	Sec. 4-7.9 L									D		P	P
Water Treatment Plant	0000	Sec. 4-7.9 M											S	S
Wireless Communications Facility	23713	Sec. 4-7.9.E	D	D	D	D	D	D	D	D	D	D	D	D
MANUFACTURING and INDUSTRIAL USES														
Apparel and Finished Fabric Products	2300												P	P
Bakery Products	2050										S		P	P
Batteries	3691													S
Beverage Products	2086										P		P	P
Cabinet and Woodworking Shops	2434										S		P	P
Carpets, Bedding	0000												S	P
Chemicals, Paints and Allied Products	2800													S
Computer and Office Equipment	3570												P	P
Asphalt, Concrete, Cut Stone and Clay Products	3200													S
Dairy Products	2020													P
Drugs and Pharmaceuticals	283												P	P
Electronic and Other Electrical Equipment	36													P
Food Preparation and Related Products, Miscellaneous	209												P	P
Furniture and Fixtures	2500												S	P
Glass	3200													P
Hardware and Housewares	0000												S	P
Heating, Equipment and Plumbing Fixtures	3430													P
Ice	2097										P		P	P
Industrial and Commercial Machinery	3500													P
Jewelry and Silverware Fabrication, No Plating	3915									P	P		P	P
Machine Shop	3599										S		S	P
Manufactured Housing and Wood Buildings	2450												S	P
Metal Fabricating	0000													P
Microbrewery/Microdistillery										S	S		P	P

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4-1-1 Table of Permitted Uses

02/04/08; amended 04/07/08, 05/03/10, 07/11/11, 08/05/13, 04/07/14, 10/06/14; 07/09/18; 11/05/18; 03/04/19; 10/17/19; 06/01/20; 10/04/21; 06/06/22; 07/11/22	Ref. SIC	Development Standards												
			R20	R15	R12	R10	R8	R6	OI	B1	B2	B3	LM	HM
Millwork, Plywood and Veneer	2430													P
Paper Products	2670												S	P
Printing and Publishing	2700										S		P	P
Research & Development	8730									S	S		P	P
Rubber and Plastics, Miscellaneous	3000													S
Sheet Metal Shop	0000													P
Signs	3993										P		P	P
Soaps and Cosmetics	2840												P	P
Sporting Goods and Toys	3940												P	P
Textiles	2200													P
Tobacco Products	2110													S
Industry, Light	0000												S	P
Industry, Heavy	0000													S
AGRICULTURAL USES														
Bona fide farm operation except commercial feeder/breeder operation	0000	Sec. 1-5	E	E	E	E	E	E	E	E	E	E	E	E
MINING USES														
Mining, Quarrying, Sand Pits, Clay and Mineral Extraction	1000	Sec. 4-7.12 A												
TEMPORARY USES														
Arts and Crafts Show	0000								P	P	P	P		
Carnivals and Fairs	7999	Sec. 4-7.13 A							S		D		D	D
Farm Products, Christmas Tree, Pumpkin, Seafood, Firework Stand and Similar Outdoor Seasonal Sales	0000	Sec. 4-7.13 D							D	D	D	D	P	P
Concerts, Stage Show	7920	Sec. 4-7.13 B								D	D			
Convention, Trade Show	0000									P	P	P	P	P
Agritourism	0000	Sec. 4-7.13 C	D											
Health Care Structure		Sec. 4-7.13 F	D	D	D	D	D	D						
Horse Show, Rodeo	7999		S										P	P
Farmers Market	5431	Sec. 4-7.13 E	D	D						D	D	D	D	
Outdoor Religious Event	0000	Sec. 4-7.13 G	S						S	S D	S D		D	D
Temporary Debris Storage and Reduction Sites		Sec. 4-7.13 L	D						D	D	D	D	D	D
Temporary Real Estate Sales or Rental Office (with concurrent building permit for permanent building)	0000		P	P	P	P	P	P	P	P	P	P	P	P
Temporary Construction Office or Security Residence	0000	Sec. 4-7.13 H	D	D	D	D	D	D	D		D		P	P
Temporary Portable Storage Containers	0000	Sec. 4-7.13 K	D	D	D	D	D	D	D	D	D	D	D	D
Temporary and Special Events not Listed Elsewhere	0000	Sec. 4-7.13 I							D	D	D	D	D	D
Turkey Shoot	0000	Sec. 4-7.13 J											D	D
Yard Sale	0000		P	P	P	P	P	P						

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4-1-1 Table of Permitted Uses

02/04/08; amended 04/07/08, 05/03/10, 07/11/11, 08/05/13, 04/07/14, 10/06/14; 07/09/18; 11/05/18; 03/04/19; 10/17/19; 06/01/20; 10/04/21; 06/06/22; 07/11/22	Ref. SIC	Development Standards												
			R20	R15	R12	R10	R8	R6	OI	B1	B2	B3	LM	HM
MISCELLANEOUS USES														
Adult Establishment**	0000	Sec. 4-7.14 B												S
Animal Shelter	0752												P	P
Video Gaming Arcade	0000	Sec. 4-7.14 D									S			
<p>* Chapter 4 of the City of Mebane Ordinances regulates the keeping of certain animals within the corporate limits of the City of Mebane. Consequently, some animal operations may not be permissible within Zoning districts that are located within the corporate limits.</p> <p>** Adult Establishment includes adult arcade, adult bookstore, adult video store, adult cabaret, adult motel, massage parlor, adult motion picture theater, adult theater, escort agency, sexual encounter studio, or any combination of the foregoing. See Definition in Article 12</p>														

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BA = Special Use request, Board of Adjustment

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HM and LM districts.

Amended June 6, 2022

2. General Requirements:

- (a) Use Separation: The active uses and all structures shall be separated from surrounding the side or rear property line of any residentially-zoned or used lot according the following table:

Contractor Yard Area (acres)	Separation (feet)
0 – 2	50
2 – 5	75
5 – 10	100
10 or greater	150

Amended June 6, 2022

- (b) Security Fencing: Security fencing, a minimum of 6 feet in height, shall be provided around all outside storage areas.
- (c) Screening: Whenever the use abuts a residential district, a minimum six-foot high fence and landscaping shall be provided in accordance with Section 6-4.

D. Equipment Rental and Leasing (with outside storage)

1. Where Development Standards are Required:

B-2, HM, and LM districts.

Amended June 6, 2022

2. General Requirements:

- (a) Use Separation: Fifty feet minimum from any side or rear property line of any residentially-zoned or used lot.
- (b) Security Fencing: Security fencing, a minimum of 6 feet in height, shall be provided around all outside storage areas.
- (c) Screening: Whenever the use abuts a residential district, a minimum six-foot high fence and landscaping shall be provided in accordance with Section 6-4.

- (d) Vehicular Access: Principal access shall be from a collector or higher capacity road.

E. Kennels with Outside Runs

1. Where Development Standards are Required:

R-20, R-15, and HM districts.

Amended June 6, 2022

2. General Requirements:

- (a) Minimum Lot Area: The minimum lot area shall be one acre.
- (b) Outside Pens and Runs: Pens and runs located outdoors shall be located a minimum of 100 feet from any residentially-zoned or used lot and shall be screened in accordance with the standards of Section 6-4. Outdoor runs shall have a concrete floor, drains shall be provided every 10 feet, and drains shall be connected to an approved sanitary facility. Three sides of each run must have four foot high walls of block or concrete. The open side of the run must be screened from the view of the public.
- (c) Noise: The amount of noise generated by the use shall not disrupt the activities of the adjacent land uses and in no case shall noise-generated activities be conducted between the hours of 6:00 pm and 8:00 am.
- (d) Outdoor storage areas shall comply with the screening requirements of Section 6-4.
- (e) The facility's waste treatment plan must be approved by the city.

4-7.8 Development Standards for Retail Trade Uses

Development standards applicable to particular retail trade uses identified in Table 4-1-1, Table of Permitted Uses include:

A. Bar, Night Club, Tavern, Brewpub

1. Where Development Standards are Required:

B-2 and B-3 districts.



APPLICATION FOR A ZONING AMENDMENT

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

Name of Applicant: BS Investments, LLC

Address of Applicant: PO Box 423, Mebane, NC 27302

Address and brief description of property to be rezoned: 1301 S. Third Street Mebane NC PO 163673

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 re-zoning requested: Text AMENDMENT

Sketch attached: Yes X No SUPPORTING DOCUMENTS

Reason for the requested re-zoning: Text AMENDMENT

Signed: Charles D. Hall, PE

Date: 2-13-2023

Action by Planning Board: _____

Public Hearing Date: _____ Action: _____

Zoning Map Corrected: _____

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

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

Date: 2-13-23

Project Manager: CDH

TRANSMITTAL SHEET

Attn: Planning Dept.

L.E.A.D.S. GROUP, P.A.

LAND ENGINEERING AND DEVELOPMENT SERVICES



City of Mebane—Zoning Administrator

Enclosed:

1 Copy - Petition for Text amendment to the UDO
This sheet

Thank you,
The L.E.A.D.S. Group, PA
Chad Huffine
336-227-8724

CITY OF MEBANE

Please let us know if you have any questions.

L.E.A.D.S. GROUP, P.A.

L.E.A.D.S. GROUP, P.A. IS AN EQUAL OPPORTUNITY FIRM. WE DO NOT DISCRIMINATE ON THE BASIS OF RACE, GENDER, RELIGION, NATIONAL ORIGIN, ANCESTRY, AGE, SEX, OR SEXUAL ORIENTATION.

505 E. Davis Street
Burlington, NC 27215

FOR MORE INFORMATION, PLEASE VISIT OUR WEBSITE AT www.leadsgrp.com

Phone: 336-227-8724
Fax: 336-222-9917

February 13, 2023

505 East Davis Street
Burlington, N.C. 27215
Phone: (336) 227-8724
Fax: (336) 222-9917

City of Mebane
Attention: City of Mebane – Zoning Administrator
106 East Washington Street
Mebane, North Carolina 27302

Reference: Amendment to the Unified Development Ordinance
Article 9 Amendments to Text
Article 4.1 Permitted Uses and Associate Table 4-1-1

Petitioner: Person or Organization:
The L.E.A.D.S. Group, PA.
505 E. Davis Street
Burlington, NC 27215

Charles D. “Chad” Huffine, PE

The L.E.A.D.S. Group, PA., respectfully requests an amendment to the current City of Mebane Unified Development Ordinance in accordance with the process and procedures set forth within the City of Mebane Unified Development Ordinance, Article 9 – Amendments.

Summary of the specific objective of the proposed change in the text of the Ordinance:

The objective of the proposed amendment is to create a provision within the Unified Development Ordinance for outdoor storage at an equipment rental and leasing use to be located within the B2 zoning district.

The specific use would be subject to the special use request process and any applicable development standards already in effect for the same use in other zoning districts.

The amendment to Table 4-4-1 of permitted uses, specific to use code 7350, under the B2 column inserts the letter “S”.

This amendment provides a process to consider the above referenced use 7350 within the B2 zoning district, while affording the City Staff and City Council the site specific review and public input required of similar uses in other zoning districts.

Specific Ordinance section or article referenced: 4-1-1 Table of Permitted Uses (ver. 7/11/2022)

1. Description of Current Ordinance:

Page 4-4 found at the bottom of Table 4-1-1 – Use code 7350 Equipment Rental and Leasing (with outside storage)

4-1-1 Table of Permitted Uses													
8220408 amended 04/07/08, 05/02/10, 07/11/11, 08/05/13, 04/07/14, 10/05/14, 07/05/15, 11/05/15, 03/04/16, 10/17/19, 06/01/20, 10/04/21, 06/06/22, 07/11/22													
Ref. SIC	Development Standards	R20	R15	R12	R10	R8	R6	CU	B1	B2	B3	LH	ISM
Day Care Center, Adult and Child, 13 or More Clients (principal use)	8222 Sec. 4-7.6 J	S	S						D	P	D	S	S
Elementary or Secondary School	8211 Sec. 4-7.6 H	BA	BA	BA	BA	BA	BA	BA	P	D	BA	D	P
Fire Station/Emergency Medical Service	8224 Sec. 4-7.6 I	D	D	D	D	D	D		P	P	P	P	P
Government Office	9000								P	P	P	P	P
Hospital	8032								P	P	P	P	P
Library	8231 Sec. 4-7.6 J	D	D	D	D	D	D		P	P	P	P	P
Museum or Art Gallery	9412								P	P	P	P	P
National Guard Military Reserve Center	0000								P	P	P	P	P
Nursing and Convalescent Home, Rest Home	8050 Sec. 4-7.6 K	S	S	S	S	S	S		P	P	S	P	P
Police Station	9201								P	P	P	P	P
Post Office	0000								P	P	P	P	P
Retreat/Conference Center	0000 Sec. 4-7.6 H								P	P	P	P	P
School Administration Facility	9411								P	P	P	P	P
Urgent Care Facility	8082								P	P	P	P	P
Vocational, Business or Technical School	8240								P	P	P	P	P
Wellness Center	8082								P	BA	P	BA	P
BUSINESS, PROFESSIONAL AND PERSONAL SERVICES													
Advertising, Outdoor Services	7312								P	P	P	P	P
Parking Lot	7521								P	P	P	P	P
Automobile Rental or Leasing	7510								P	P	P	P	P
Automobile, ATV, and Motorcycle Repair Services, Minor	0000 Sec. 4-7.7 A								P	P	D	S	P
Automobile Repair Services, Major	0000 Sec. 4-7.7 A								P	P	P	D	P
Automobile Towing and Storage Services	7549								P	P	P	P	P
Bank, Savings and Loan, or Credit Union, Inc. ATM	0000								P	P	P	P	P
Barber Shop, Beauty Shop, Cosmetics Totsies	7241 Sec. 4-1.3								P	P	P	P	P
Bed and Breakfast	7011 Sec. 4-7.7 B	D	D	D	D	D			P	P	P	P	P
Bicycle Repair	3751								P	P	P	P	P
Boat Repair	3750								P	P	P	P	P
Car Wash, Auto Detailing	7542								P	P	P	P	P
Contract Office with Outside Storage Yard	0000 Sec. 4-7.7 C								P	P	P	P	P
Computer Maintenance and Repair	7378								P	P	P	P	P
Craft Studio	7350								P	P	P	P	P
Equipment Rental and Leasing (no outside storage)	7350								P	P	P	P	P
Equipment Rental and Leasing (with outside storage)	7350								P	P	P	P	P
Equipment Repair	7090								P	P	P	P	P
Funeral Home, Crematorium	7281								P	P	P	P	P

D = Designated by State
D = Developmental District must be met
P = Permitted from other regulations

R15 = Special Use Request, Board of Adjustment
S = Special Use Request, City Council

4-4

2. Description of amended Ordinance as proposed:

Page 4-4 found at the bottom of Table 4-1-1 – Use code 7350 Equipment Rental and Leasing (with outside storage) – Allowable in B-2 zoning district with a Special Use request

4-1-1 Table of Permitted Uses														
8220408 amended 04/07/08, 05/02/10, 07/11/11, 08/05/13, 04/07/14, 10/05/14, 07/05/15, 11/05/15, 03/04/16, 10/17/19, 06/01/20, 10/04/21, 06/06/22, 07/11/22														
Ref. SIC	Development Standards	R20	R15	R12	R10	R8	R6	CU	B1	B2	B3	LH	ISM	
Day Care Center, Adult and Child, 13 or More Clients (principal use)	8222 Sec. 4-7.6 J								D	D	P	D	S	S
Elementary or Secondary School	8211 Sec. 4-7.6 H	BA	BA	BA	BA	BA	BA	BA	P	D	BA	P	P	P
Fire Station/Emergency Medical Service	8224 Sec. 4-7.6 I	D	D	D	D	D	D		P	P	P	P	P	P
Government Office	9000								P	P	P	P	P	P
Hospital	8032								P	P	P	P	P	P
Library	8231 Sec. 4-7.6 J	D	D	D	D	D	D		P	D	P	D	P	P
Museum or Art Gallery	9412								P	P	P	P	P	P
National Guard Military Reserve Center	0000								P	P	P	P	P	P
Nursing and Convalescent Home, Rest Home	8050 Sec. 4-7.6 K	S	S	S	S	S	S		P	P	S	P	P	P
Police Station	0000								P	P	P	P	P	P
Post Office	0000								P	P	P	P	P	P
Retreat/Conference Center	0000 Sec. 4-7.6 H								P	P	P	P	P	P
School Administration Facility	9411								P	P	P	P	P	P
Urgent Care Facility	8083								P	P	P	P	P	P
Vocational, Business or Technical School	8240								P	P	P	P	P	P
Wellness Center	8083								P	BA	P	BA	P	P
BUSINESS, PROFESSIONAL AND PERSONAL SERVICES														
Advertising, Outdoor Services	7312								P	P	P	P	P	P
Parking Lot	7521								P	P	P	P	P	P
Automobile Rental or Leasing	7510								P	P	P	P	P	P
Automobile, ATV, and Motorcycle Repair Services, Minor	0000 Sec. 4-7.7 A								P	S	P	P	P	P
Automobile Repair Services, Major	0000 Sec. 4-7.7 A								P	S	P	P	P	P
Automobile Towing and Storage Services	7549								P	P	P	P	P	P
Bank, Savings and Loan, or Credit Union, Inc. ATM	0000								P	P	P	P	P	P
Barber Shop, Beauty Shop, Cosmetic Tattoos	7241 Sec. 4-1.3								P	P	P	P	P	P
Bed and Breakfast	7011 Sec. 4-7.7 B	D	D	D	D				P	P	P	P	P	P
Bicycle Repair	3751								P	P	P	P	P	P
Boat Repair	3750								P	P	P	P	P	P
Car Wash, Auto Detailing	7542								P	P	P	P	P	P
Contractor Office with Outside Storage Yard	0000 Sec. 4-7.7 C								P	P	P	P	P	P
Computer Maintenance and Repair	7378								P	P	P	P	P	P
Craft Studio	7350								P	P	P	P	P	P
Equipment Rental and Leasing (no outside storage)	7350								P	P	P	P	P	P
Equipment Rental and Leasing (with outside storage)	7350								P	P	P	P	P	P
Equipment Repair	7090								P	P	P	P	P	P
Funeral Home, Crematorium	7281								P	P	P	P	P	P

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E = Exempt from UDO regulation

BA = Special Use request, Board of Adjustment
S = Special Use request, City Council

4-4

Computer Maintenance and Repair	7378								P	P	P	P	P	P
Craft Studio									P	P	P	P	P	P
Equipment Rental and Leasing (no outside storage)	7350								P	P	P	P	P	P
Equipment Rental and Leasing (with outside storage)	7350								P	P	P	P	P	P
Equipment Repair	7090								P	P	P	P	P	P
Funeral Home, Crematorium	7281								P	P	P	P	P	P

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3. Name and Address of the Applicant:

The L.E.A.D.S. Group, PA.
505 E. Davis Street
Burlington, NC 27215

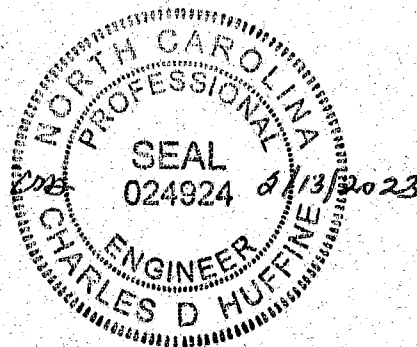
Charles D. "Chad" Huffine, PE
Phone: 336-227-8724

Please contact our office if you should have any questions or comments regarding this request.

Very Truly Yours;
The L.E.A.D. S. Group, P.A.



Charles D. Huffine, PE
Project Design Engineer
N.C. Reg. No. 24924



CDH/edh
Cc: file
Attn: Art. 4, Art.9 Mob UDO

4-1-1 Table of Permitted Uses

02/04/08; amended 04/07/08, 05/03/10, 07/11/11, 08/05/13, 04/07/14, 10/06/14; 07/09/18; 11/05/18; 03/04/19; 10/17/19; 06/01/20; 10/04/21; 06/06/22; 07/11/22	Ref.	Development														
	SIC	Standards	R20	R15	R12	R10	R8	R6	OI	B1	B2	B3	LM	HM		
RESIDENTIAL USES																
Single Unit Residential																
Single-Family Detached Dwelling	0000		P	P	P	P	P	P								
Modular Home	0000		P	P	P	P	P	P								
Manufactured Home, on individual lot (within MH Overlay District Only)	0000	Sec. 4-7.3 A				S										
Patio Home Dwelling	0000	Sec. 4-7.3 B					D	D								
Multiple Unit Residential																
Condominium, less than 2 acres in area	0000	Sec. 4-7.3 C					D	D		D						
Condominium, 2 or more acres in area	0000	Sec. 4-7.3 C						D		D						
Manufactured Home Park (within MH Overlay District Only)	0000	Sec. 4-7.3 D				S										
Multifamily Dwelling, less than 2 acres in area	0000	Sec. 4-7.3 E					D	D		D						
Multifamily Dwelling, 2 or more acres in area	0000	Sec. 4-7.3 E					D	D		D						
Townhouse Dwelling, less than 2 acres in area	0000	Sec. 4-7.3 F					D	D		D						
Townhouse Dwelling, 2 or more acres in area	0000	Sec. 4-7.3 F					D	D		D						
Two-Family Dwelling (duplex)	0000	Sec. 4-7.3 F					P	P		P						
Group Residential																
Boarding and Rooming House	7021	Sec. 4-7.3 G								D		D				
Family Care Home	8361	Sec. 4-7.3 H	D	D	D	D	D	D								
Group Care Facility	8361	Sec. 4-7.3 I								D		D				
Temporary Emergency Shelter	0000	Sec. 4-7.3 L	D	D	D	D	D	D		D		D		D		
Innovative Residential Developments																
Live/Work Combination Dwelling & Nonresidential Use	0000	Sec. 4-7.3 M					D	D		D		D		D		
Planned Unit Development	0000	Sec. 4-7.3 N	D	D	D	D	D	D		D						
Residential Cluster Development	0000	Sec. 4-7.3 O	D	D	D	D	D	D								
Traditional Neighborhood Development	0000	Sec. 4-7.3 P	D	D	D	D	D	D								
ACCESSORY USES AND STRUCTURES																
Accessory Dwelling Unit (on single-family lots)	0000	Sec. 4-7.4 A	D	D	D	D	D	D								
Accessory Dwelling Unit to an Office Use	0000	Sec. 4-7.4 B								D		P		D		
Accessory Uses and Structures (customary)	0000	Sec. 4-1 G	D	D	D	D	D	D		D		P		P		
Caretaker Dwelling	0000	Sec. 4-7.4 C	D	D	D	D	D	D		D		D		D		
Communication Tower Under 50' in Height	0000	Sec. 4-7.4 D	D	D	D	D	D	D				P		P		
Home Occupation	0000	Sec. 4-7.4 E	D	D	D	D	D	D				D				
Satellite Dish Antenna	0000	Sec. 4-7.4 F	D	D	D	D	D	D		P		P		P		
RECREATIONAL USES																
Amusement or Water Parks, Fairgrounds	7996	Sec. 4-7.5 A	S	S	S	S	S	S				S		S		
Athletic Fields	0000	Sec. 4-7.5 A														

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	SIC	Standards	R20	R15	R12	R10	R8	R6	OI	B1	B2	B3	LM	HM				
Auditorium, Coliseum or Stadium	0000	Sec. 4-7.5 B									S		S	S				
Batting Cages, Outdoor	7999	Sec. 4-7.5 C									D		D					
Batting Cages, Indoor	7999									P	P							
Billiard Parlor, Pool Hall	7999									P	P	P	P	P				
Bowling Center	7933										P		P	P				
Campground/RV Park	7033	Sec. 4-7.5 D	BA										BA					
Civic, Social and Fraternal Clubs and Lodges	8641	Sec. 4-7.5 E	BA	BA	BA	BA	BA	BA	BA	D	D	D						
Indoor Recreation featuring Coin-Operated Amusements and similar entertainment, except Adult Arcade & Video Gaming																		
Arcade	7993									P	P	P						
Community Center	7999	Sec. 4-7.5 F	BA	BA	BA	BA	BA	BA	BA									
Country Club with Golf Course	7997	Sec. 4-7.5 G	BA	BA	BA				BA			BA	BA					
School for the Arts	7911									P	P	P						
Fortune Tellers, Astrologers	7999									P	P	P						
Go-Cart Raceway	7999														P			
Golf Course, Outdoor	7992	Sec. 4-7.5 H	BA	BA	BA						BA		BA	BA				
Golf Course, Miniature	7999										P	P						
Golf Driving Range	7999										P		P					
Health Club or Gym	7991									P	P	P	P					
Private Club or Recreational Facility, Outdoor	7997	Sec. 4-7.5 I	D	D	D	D	D	D	D	D	D	D	D	P	P			
Public Park	7990		P	P	P	P	P	P	P	P	P	P	P	P	P			
Race Track Operation	7948	Sec. 4-7.5 J													S			
Riding Academy, Riding Stables, Equestrian Facility	7999	Sec. 4-7.5 H	S	S											S			
Shooting Range, Indoor	7999	Sec. 4-7.5 L												D	D			
Skating Rink	7999										P		P					
Sports and Recreation Club, Indoor	7997									P	P	P	P	P				
Swim and Tennis Club	7997	Sec. 4-7.5 N	BA	BA	BA	BA	BA	BA	BA					P	P			
EDUCATIONAL AND INSTITUTIONAL USES																		
Ambulance Service	4119								P		P		P	P	P			
Cemetery, Columbarium or Mausoleum (Principal Use)	0000	Sec. 4-7.6 A	S	S	S	S					D		P	P	P			
Cemetery, Columbarium or Mausoleum on Same Property as																		
Church or Other Place of Worship	0000	Sec. 4-7.6 B	D	D	D	D	D	D	D	D	D	D	D	P	P			
Church Or Other Place of Worship	8661	Sec. 4-7.6 C	D	D	D	D	D	D	D				S	S	S			
College, University, Technical Institute	8220	Sec. 4-7.6 D							S	S	S		D	D	D			
Crematorium														P				
Day Care Center, Adult and Child, 5 or Less Clients (accessory use)	8322	Sec. 4-7.6 F	D	D	D	D	D	D	D	D	P	P	P	P	P			
Day Care Center, Adult and Child, 6 -12 Clients (principal use)	8322	Sec. 4-7.6 G	S	S	S	S	S	S	S	P	P	P	P	P	P			

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	SIC	Standards	R20	R15	R12	R10	R8	R6	OI	B1	B2	B3	LM	HM
Day Care Center, Adult and Child, 13 or More Clients (principal use)	8322	Sec. 4-7.6 G.1	S	S					D	D	P	D	S	S
Elementary or Secondary School	8211	Sec. 4-7.6 H	BA	BA	BA	BA	BA	BA	BA		BA	BA		
Fire Station/Emergency Medical Service	9224	Sec. 4-7.6 I	D	D	D	D	D	D	P	D	P	D	P	P
Government Office	9000								P				P	P
Hospital	8062								P					
Library	8231	Sec. 4-7.6 J	D	D	D	D	D	D	P	D	P	D		
Museum or Art Gallery	8412								P	P	P	P		
National Guard /Military Reserve Center	0000								P	P			P	P
Nursing and Convalescent Home, Rest Home	8050	Sec. 4-7.6 K	S	S	S	S	S	S	S		S	S		
Police Station	9221								P	P	P	P	P	P
Post Office	0000								P	P	P	P	P	P
Retreat/Conference Center	0000	Sec. 4-7.6 M							P		P		D	
School Administration Facility	9411								P		P		P	P
Urgent Care Facility	8093								P		P		P	
Vocational, Business or Technical School	8240								P		P		P	
Wellness Center	8052								P	BA	P	BA	P	
BUSINESS, PROFESSIONAL and PERSONAL SERVICES														
Advertising, Outdoor Services	7312												P	
Parking Lot	7521								P	P	P		P	P
Automobile Rental or Leasing	7510									S	P		P	P
Automobile, ATV, and Motorcycle Repair Services, Minor	0000	Sec. 4-7.7 A								S	D	S	D	P
Automobile Repair Services, Major	0000	Sec. 4-7.7 A											S	S
Automobile Towing and Storage Services	7549												P	P
Bank, Savings and Loan, or Credit Union, inc. ATMs	6000								P	P	P	P		
Barber Shop, Beauty Shop, Cosmetic Tattoos	7241	Sec. 4-1.G							P	P	P	P		
Bed and Breakfast	7011	Sec. 4-7.7 B	D	D	D	D			P	D	P	D		
Bicycle Repair	3751									P	P	P	P	
Boat Repair	3730												P	P
Car Wash, Auto Detailing	7542										P			P
Clothing Alteration or Repair	0000									P	P	P		
Contractor Office with Outside Storage Yard	0000	Sec. 4-7.7 C											D	D
Computer Maintenance and Repair	7378									P	P	P		
Craft Studio												S	P	
Equipment Rental and Leasing (no outside storage)	7350												P	P
Equipment Rental and Leasing (with outside storage)	7350	Sec. 4-7.7 D											D	D
Equipment Repair	7690										P		P	
Funeral Home, Crematorium	7261								P	P	P			

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AGENDA ITEM #7B

RZ 23-01

Conditional Rezoning – Tractor Supply

Presenter

Ashley Ownbey, Development Director

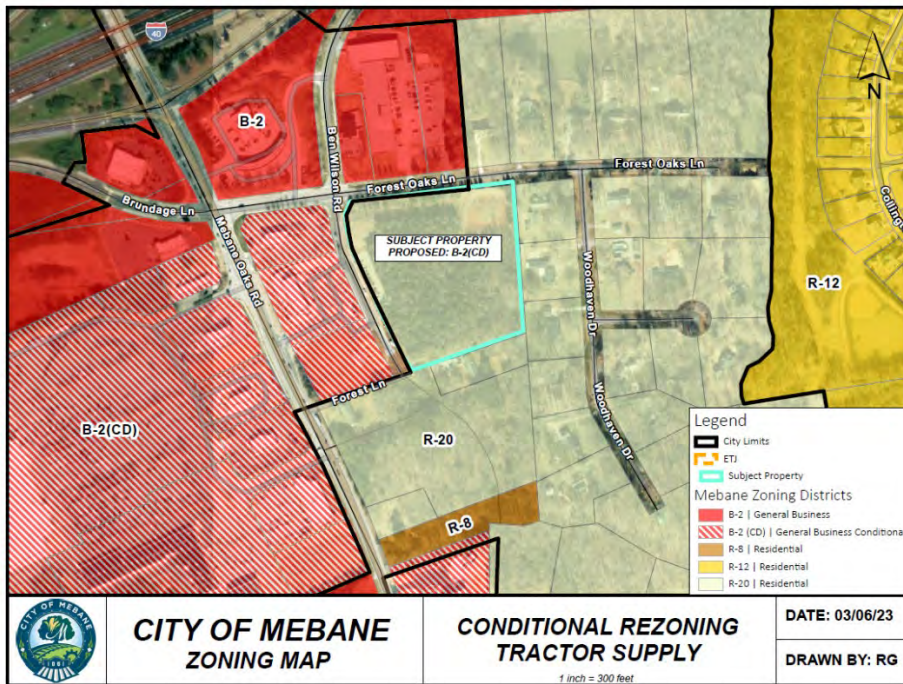
Applicant

Hendon Properties, LLC
Attn. Mark Tiller
3445 Peachtree Rd NE #465
Atlanta, GA 30326

Public Hearing

Yes ☒ No ☐

Zoning Map



Property

Unaddressed
Alamance County GPIN:
9824046036

Proposed Zoning

B-2 (CD)

Current Zoning

R-20

Size

+/-6.19 acres

Surrounding Zoning

B-2 (CD), B-2, R-20,

Surrounding Land Uses

Commercial, Residential

Utilities

Available

Floodplain

No

Watershed

No

City Limits

No

Application Brief*See Planning Project Report for more details.*

Recommendations	
Technical Review Committee:	The Technical Review Committee (TRC) has reviewed the site plan four times and the applicant has revised the plan to reflect the comments.
Planning Staff:	The proposed development "Tractor Supply" is consistent with the guidance provided within Mebane By Design, the Mebane Comprehensive Land Development Plan.
Planning Board:	At their March 13 meeting, the Planning Board voted 8-0 to recommend approval of the rezoning request.
Zoning & Land Use Report	
Jurisdiction:	Mebane Extraterritorial Jurisdiction (ETJ)
Proposed Use By-Right (Yes/No):	No
Type of Rezoning Request:	Conditional
Special Use Request (Yes/No):	No
Consistency with Mebane By Design (Yes/No):	Yes
Utilities Report	
Available Utilities (Yes/No):	Yes
Adequate Stormwater Control (Yes/No):	Yes
Innovative Stormwater Control (Yes/No):	No
Consistency with Long-Range Utility Plan (Yes/No):	Yes
Transportation Report	
Traffic Impact Analysis Required (Yes/No):	See conditions on next page.
Multi-Modal Improvements (Yes/No):	Yes
Consistency with Bike/Ped Transportation Plan (Yes/No):	Yes

Summary

Hendon Properties, LLC is requesting approval to conditionally rezone the +/- 6.19-acre property located on Wilson Road and Forest Oaks Lane (GPIN 9824046036), from R-20 to B-2 (CD) to allow for a farm supplies and equipment retail use. The property is located in Alamance County in the Extra-Territorial Jurisdiction (ETJ). The applicant must petition for annexation before connecting to City water and sewer.

The site-specific plan features a subdivision of the +/- 6.19-acre lot into three lots. Lot 1 will be developed as the farm supplies and equipment retail use, Lot 2 will be reserved for future commercial development, and Lot 3 will be primarily utilized as a stormwater management area. The site plan shows three driveways, with two on Forest Oaks Lane and one on Wilson Road. The driveway on Wilson Road will provide shared access for the proposed Lot 1 and Lot 2. The site plan also indicates that an overflow parking lot for Chick-Fil-A (located on the West side of Wilson Road) may be developed on Lot 2. The following conditions are proposed with the conditional rezoning request:

Applicant-Proposed Conditions of Zoning District	Mebane UDO Requirements
<p>Before City staff approve construction plans or release any building permits, the developer will be required to secure and record right-of-way for the section of Wilson Road (Extension) shown outside of his property boundaries. The developer is required to construct this new section of road before any certificates of occupancy are released for the proposed structure. All typical bonding requirements would remain in place once the right-of-way is recorded. If the developer is unable to secure this right-of-way, he will be required to complete a Traffic Impact Analysis (TIA) and return to the Planning Board and City Council to amend the conditions of the zoning district for the property.</p>	<p>Section 4-7.8, Part H-2(e) states a Traffic impact analysis shall be provided in accordance with Article 7, Section 6.10. The proposed land use did not generate enough daily or peak hour trips to warrant a TIA by the NCDOT. Prior to the applicant showing the extension of Wilson Road, City staff requested a TIA in accordance with Section 7-6.10 due to roads in the area “experiencing congestion or safety concerns.” City staff find the new connection to Mebane Oaks Road will exceed any transportation improvements resulting from TIA recommendations.</p>
<p>The stormwater pond shall be constructed for a 100-year storm event. The developer has committed to constructing a storm water control measure which increases the detention of storm water runoff volume so that the post development flows shall not leave the site at a rate greater than the pre-development discharge rate for the 100-year, 24-hour storm. As noted on Sheet C4.0, the current design is considered by staff to be conceptual and additional design details are required with construction plans.</p>	<p>Section 5-1 of the Mebane UDO requires development to comply with applicable stormwater management requirements. The City of Mebane’s Phase II Post Construction Runoff Ordinance requires that post-development stormwater flows shall not leave the project site at a rate greater than the pre-development discharge rate for the 10-year 24-hour storm. Stormwater review and permitting typically occurs during construction plan review.</p>

Financial Impact

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

Suggested Motion

1. Motion to approve the B-2(CD) zoning as presented.
2. Motion to find that **the application is consistent** with the objectives and goals in the City's 2017 Comprehensive Land Development Plan *Mebane By Design*. Specifically, the request:
 - ☐ Is for a property within the City's G-4 Secondary Growth Area and is generally commercial in nature (Mebane CLP, p. 66).

OR

3. Motion to **deny** the B-2(CD) rezoning as presented due to a lack of
 - a. Harmony with the surrounding zoning or land use

OR

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

Attachments

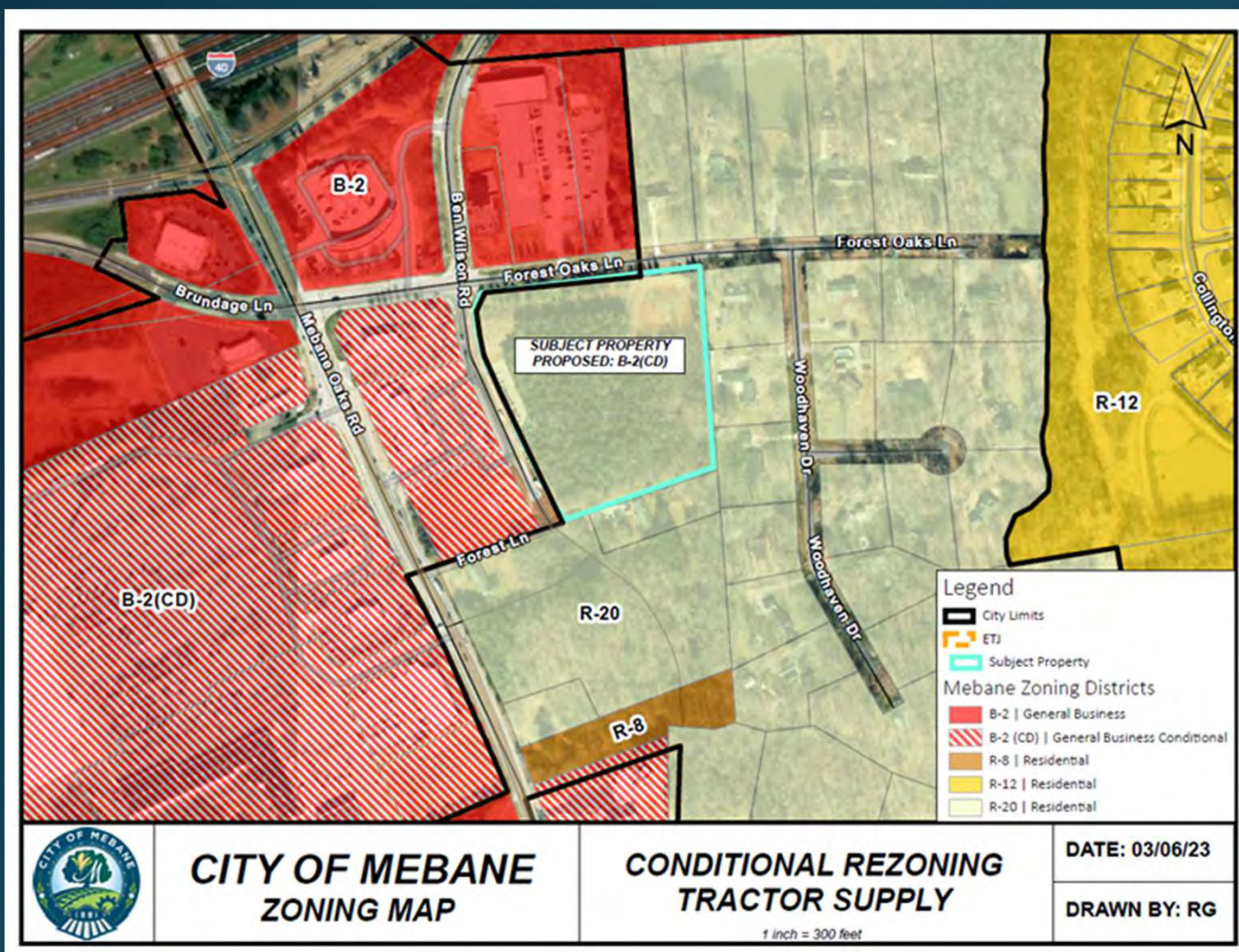
1. Preliminary Presentation Slides
2. Zoning Amendment Application
3. Zoning Map
4. Site Plan
5. Planning Project Report
6. Preliminary Water and Sewer System Approval Letter
7. Technical Memorandum – City Engineering Review



Ashley Ownbey, Development Director

Rezoning Request: R-20 to B-2 (CD)
by Hendon Properties, LLC



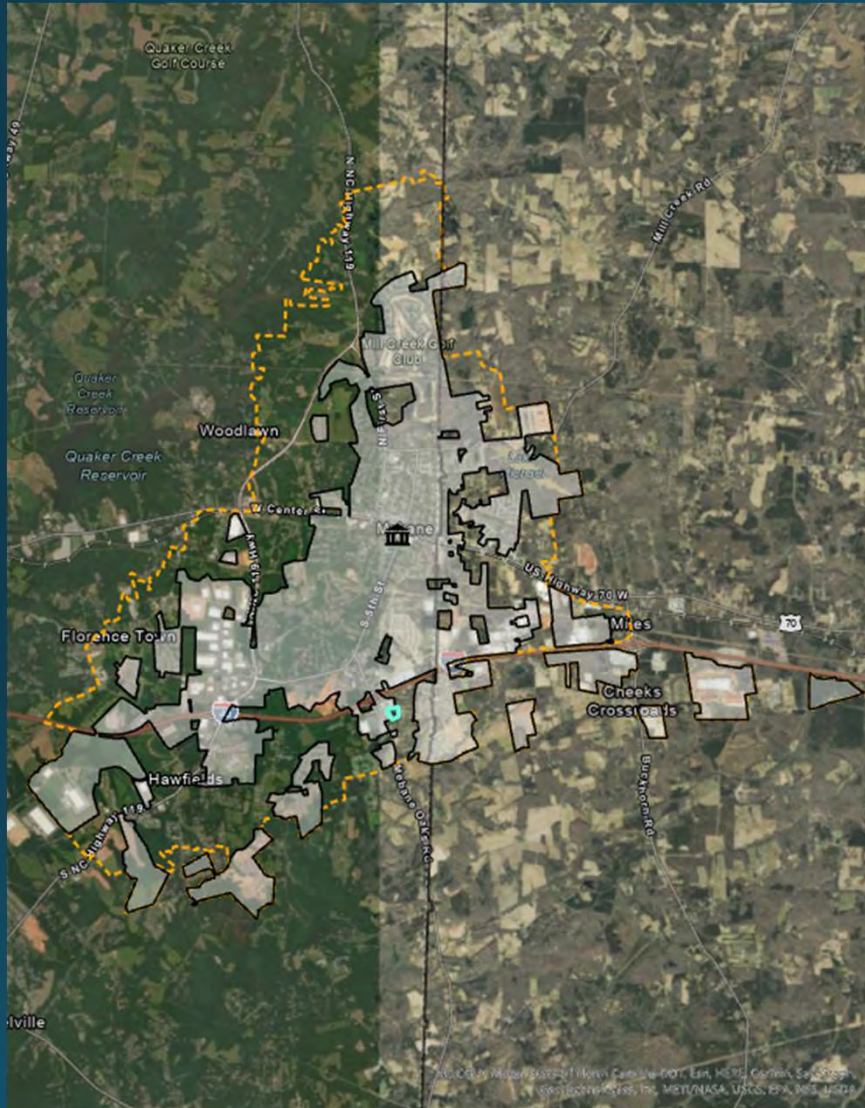


Tractor Supply

Conditional Zoning Request

- Request by Hendon Properties, LLC
- +/- 6.19 acre lot
- Existing zoning: R-20
- Requested zoning: B-2 (CD)





Tractor Supply

Conditional Zoning Request

- Mebane ETJ
- Applicant must petition for annexation before connecting to City water and sewer.





Tractor Supply

Conditional Zoning Request

- Vacant except for gravel parking, forested with stormwater pond
- Surrounding uses include:
 - Restaurants
 - Retail
 - Medical and Veterinary offices, Fitness Gym, and Other Professional Service Uses
 - Residential

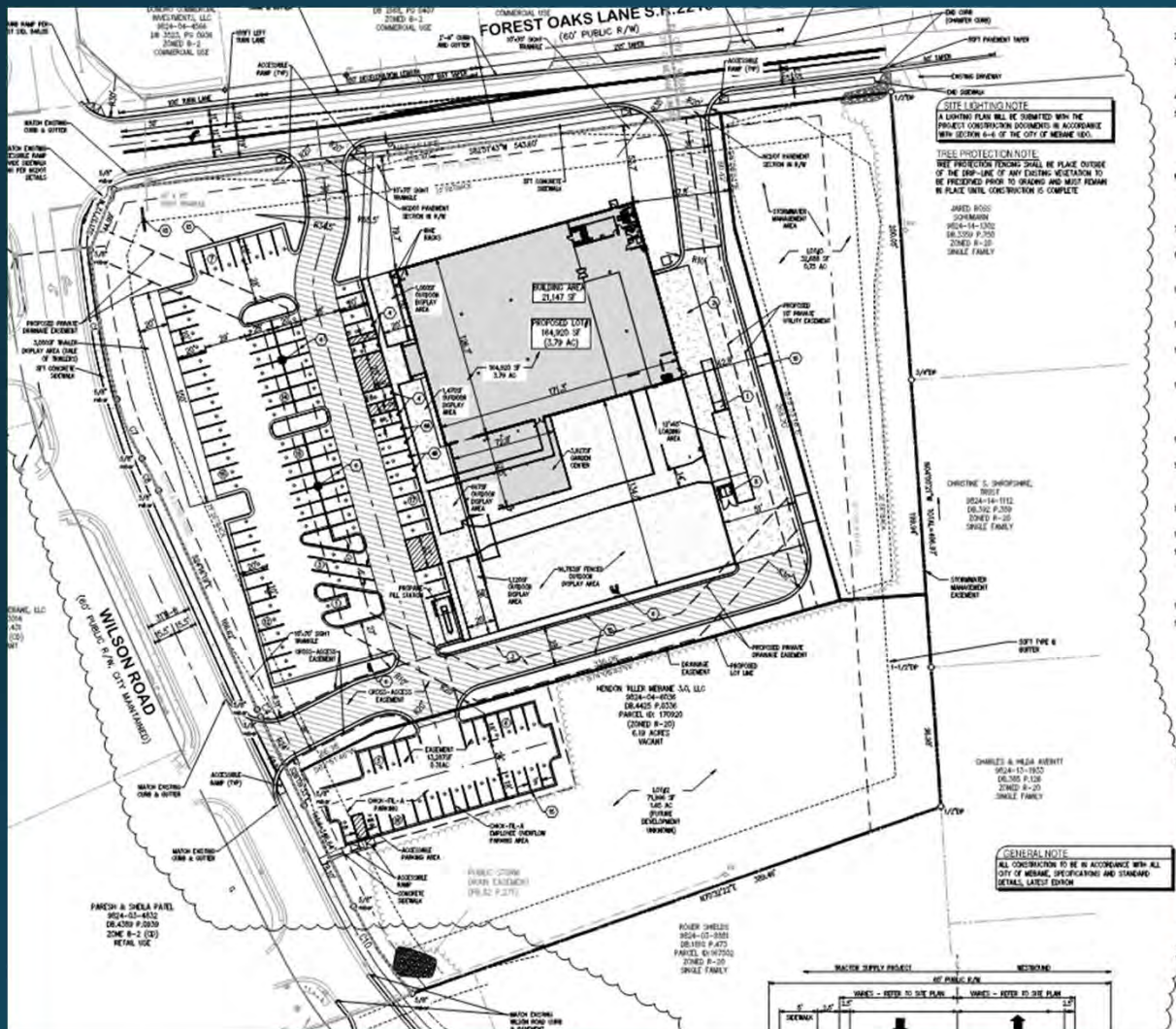




Tractor Supply Conditional Rezoning Request

Mebane By Design Secondary Growth Strategy Area





Tractor Supply Conditional Zoning Request

B-2(CD) zoning requested to allow for a farm supplies and equipment retail use as shown on site-specific plan.

Multi-modal Improvements:

- Construction of a 5-foot sidewalk on the east side of Wilson Road and on the south side of Forest Oaks Lane.
- Construction of curb and gutter on sections of Forest Oaks Lane.

Proposed Conditions:

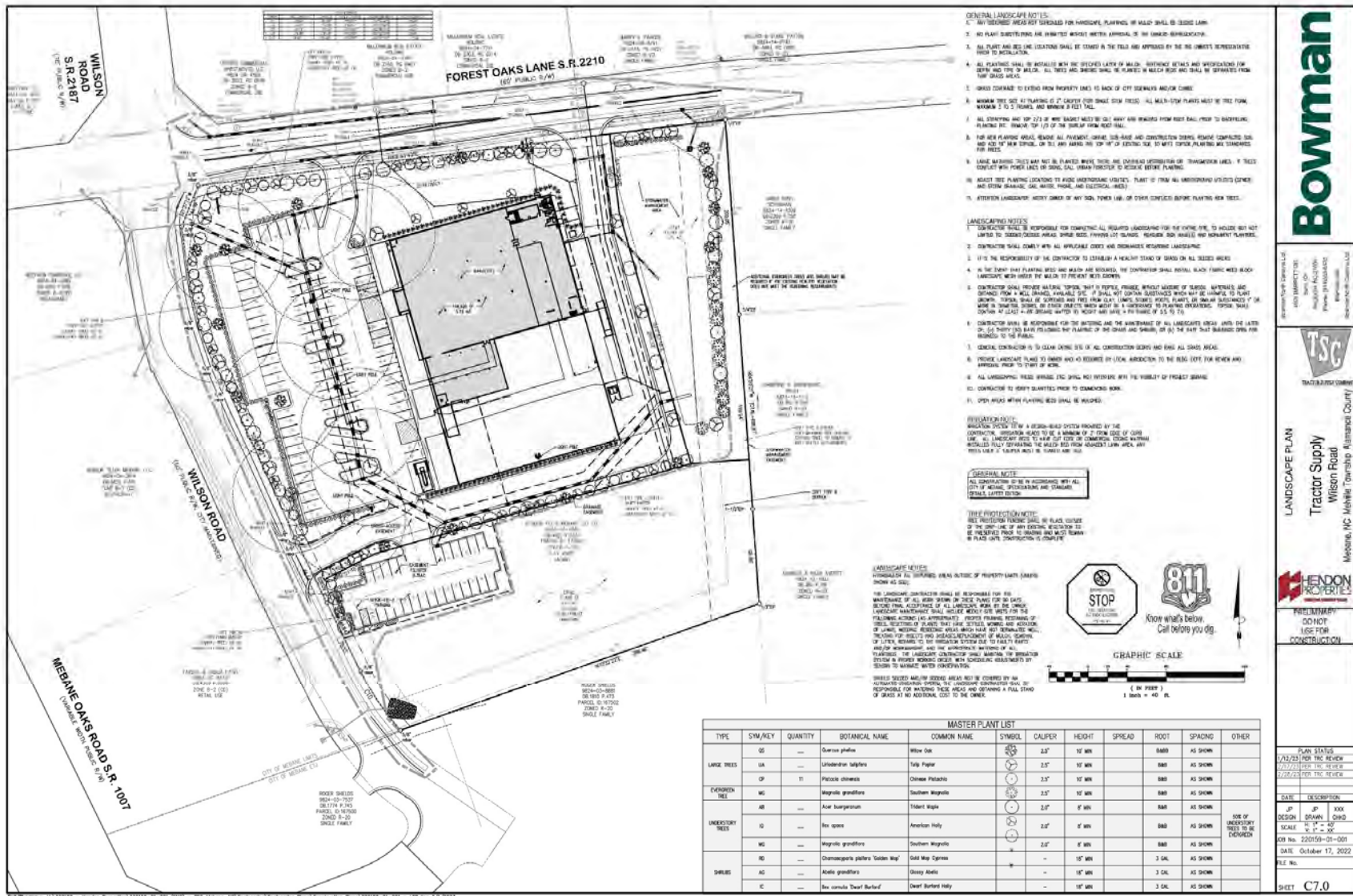
- Extension of Wilson Road to the end of NCDOT's "stub" roadway improvements associated with the I-5711 Mebane Oaks Road Interchange and Roadway Improvements.
- Stormwater pond constructed for a 100-year storm event.





Applicant Presentation





Bowman

LANDSCAPE PLAN
Tractor Supply
Wilson Road
Meane, NC, Maine Township, Alameda County

TSC

MEANE, NC

MEANE, NC

MEANE, NC

MEANE, NC

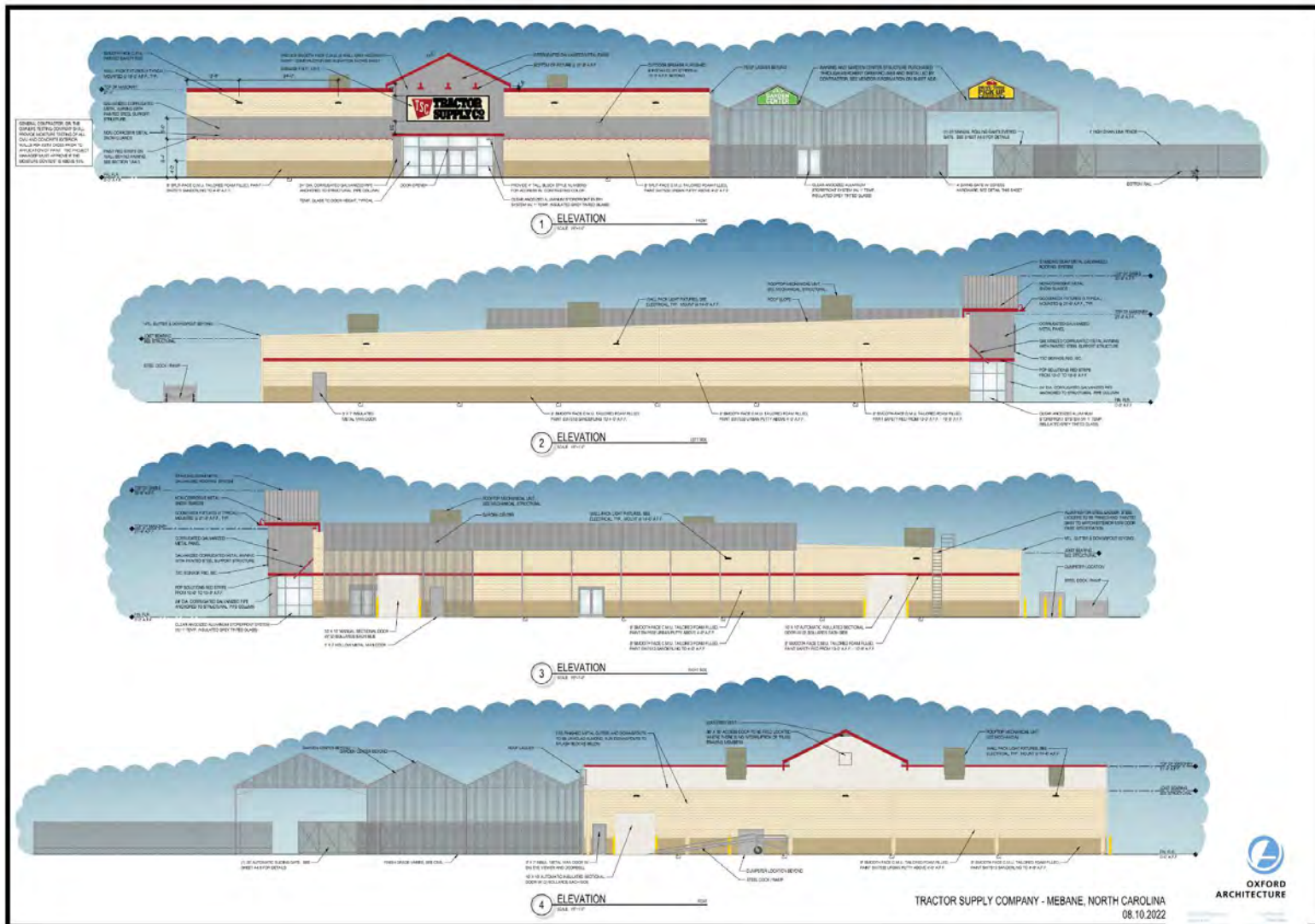
MEANE, NC

MEANE, NC

MEANE, NC

MEANE, NC







APPLICATION FOR A ZONING AMENDMENT

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

Name of Applicant: HENDON PROPERTIES

Address of Applicant: 3445 PEACHTREE RD NE STE 465 ATLANTA, GA. 30326

Address and brief description of property to be rezoned: APPROXIMATELY 6 ACRES +/-

ALONG WILSON ROAD EXTENSION IMMEDIATELY BEHIND WENDY/CFA/VERIZON

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

HAS A CONTRACT TO PURCHASE THE PROPERTY. The applicant is now the owner of the property, purchasing it on December 20, 2022 after submitting this application.

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

Yes ☐ Explain: _____ No ☒

Type of re-zoning requested: WE REQUEST REZONING TO - B-2 CONDITIONAL

Sketch attached: Yes ☒ No ☐

Reason for the requested re-zoning: TO ALLOW FOR A RETAIL BUSINESS

Signed: 

Date: 6-17-22

Action by Planning Board: _____

Public Hearing Date: _____ Action: _____

Zoning Map Corrected: _____

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

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



0 0.025 0.05 mi

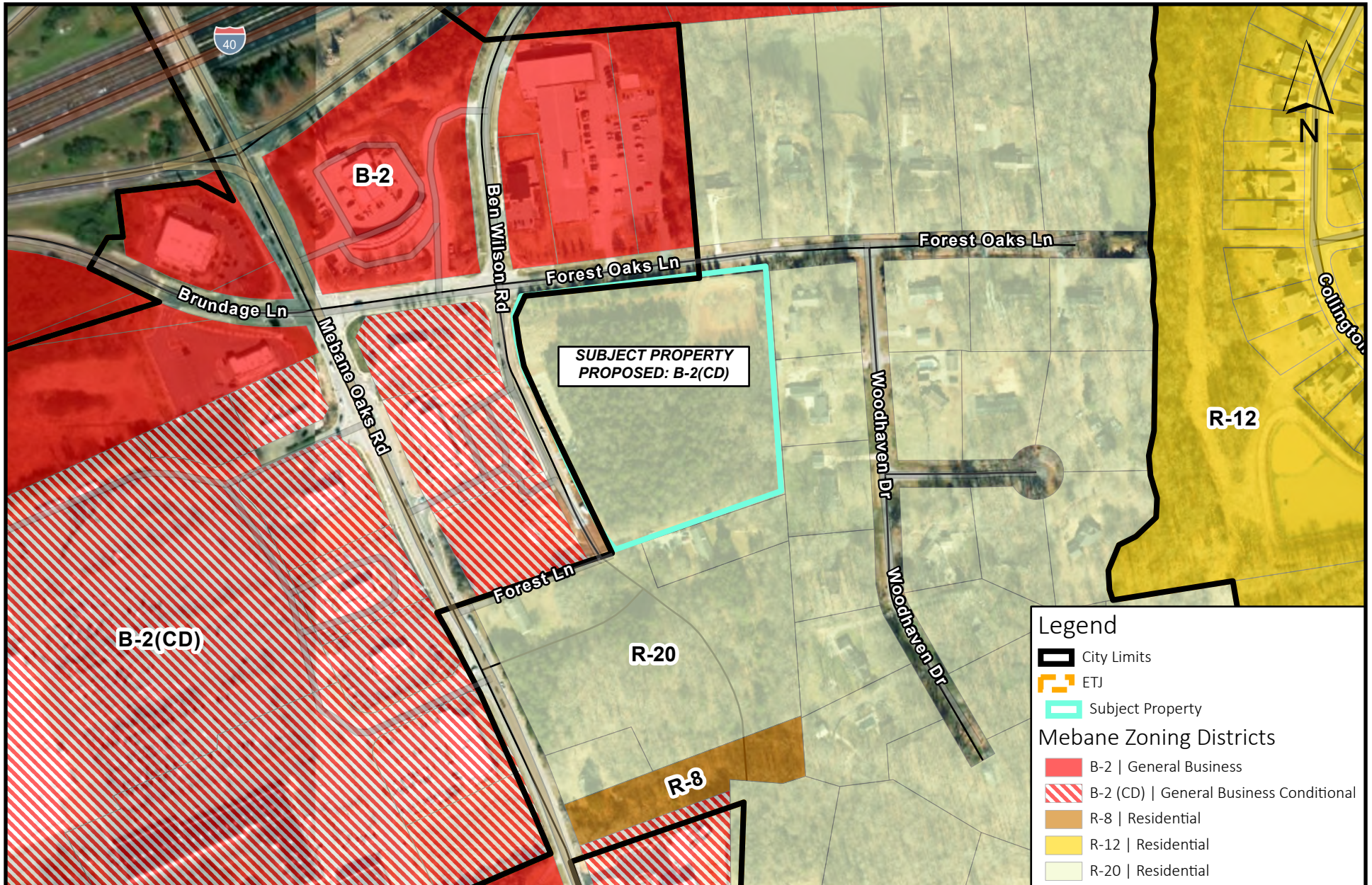
DISCLAIMER
The datasets and maps available are not survey grade or a legal document. They are a best approximation of what is on the ground, but do contain errors. The data comes from various sources nationally, the state of North Carolina, and here in Alamance County. Alamance County is not responsible for the misuse, misrepresentation, or misinterpretation of these maps. These maps and data are a service provided for the benefit of many citizens. Alamance County will continue to strive to improve the quality and expand the amount of data made available.

ALAMANCE COUNTY shall assume no liability for any errors, omissions, or inaccuracies in the information provided regardless of how caused or any damages or liabilities arising from its use, and in reliance upon any information or data furnished hereunder.

The user knowingly waives any and all claims for damages against Alamance County and its entities comprising the Alamance County GIS System that may arise from the mapping data. Date: 3/8/2021

+ Railroads

Alamance County GIS
Alamance County GIS Department



Legend

- City Limits
- ETJ
- Subject Property
- Mebane Zoning Districts**
 - B-2 | General Business
 - B-2 (CD) | General Business Conditional
 - R-8 | Residential
 - R-12 | Residential
 - R-20 | Residential



CITY OF MEBANE ZONING MAP

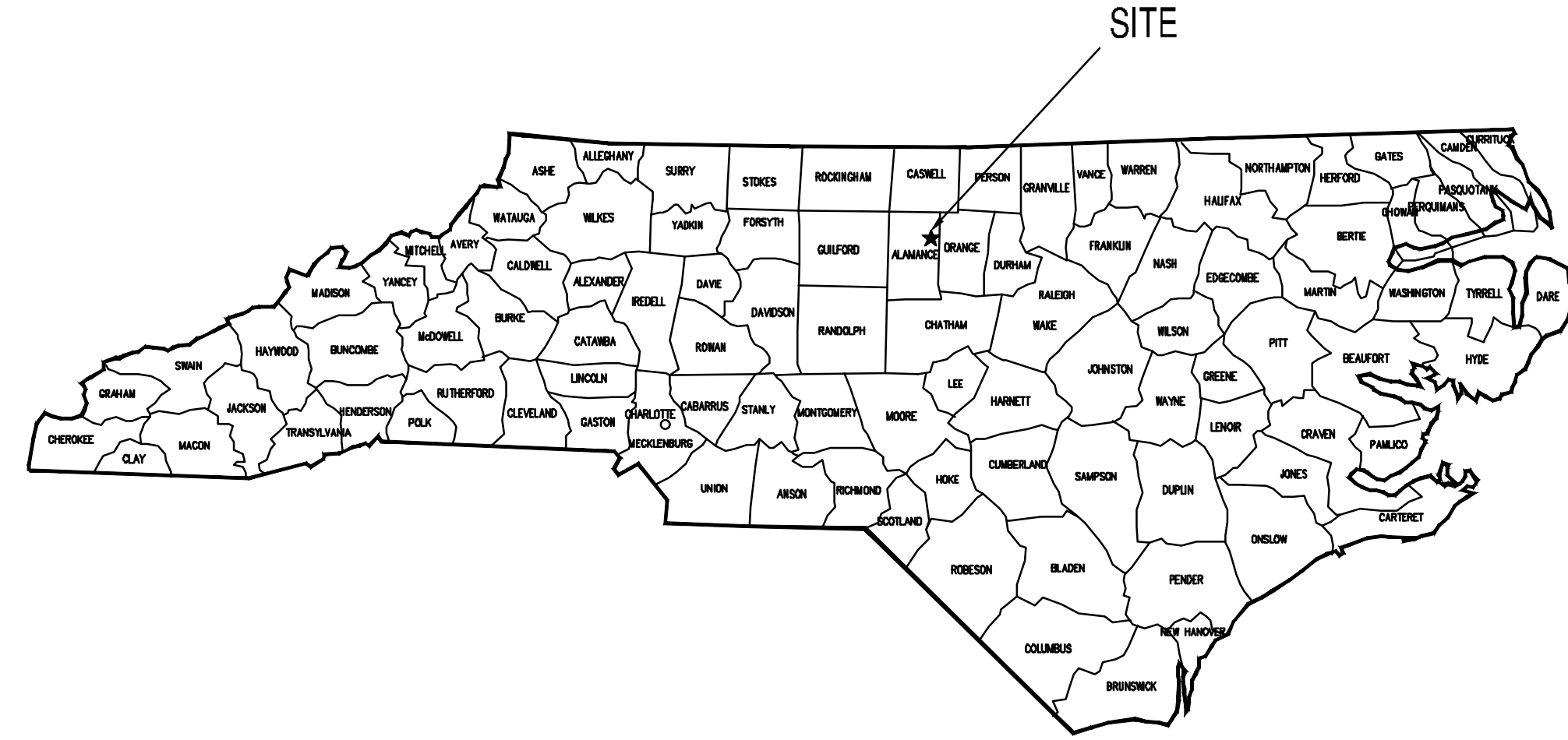
CONDITIONAL REZONING TRACTOR SUPPLY

1 inch = 300 feet

DATE: 03/06/23

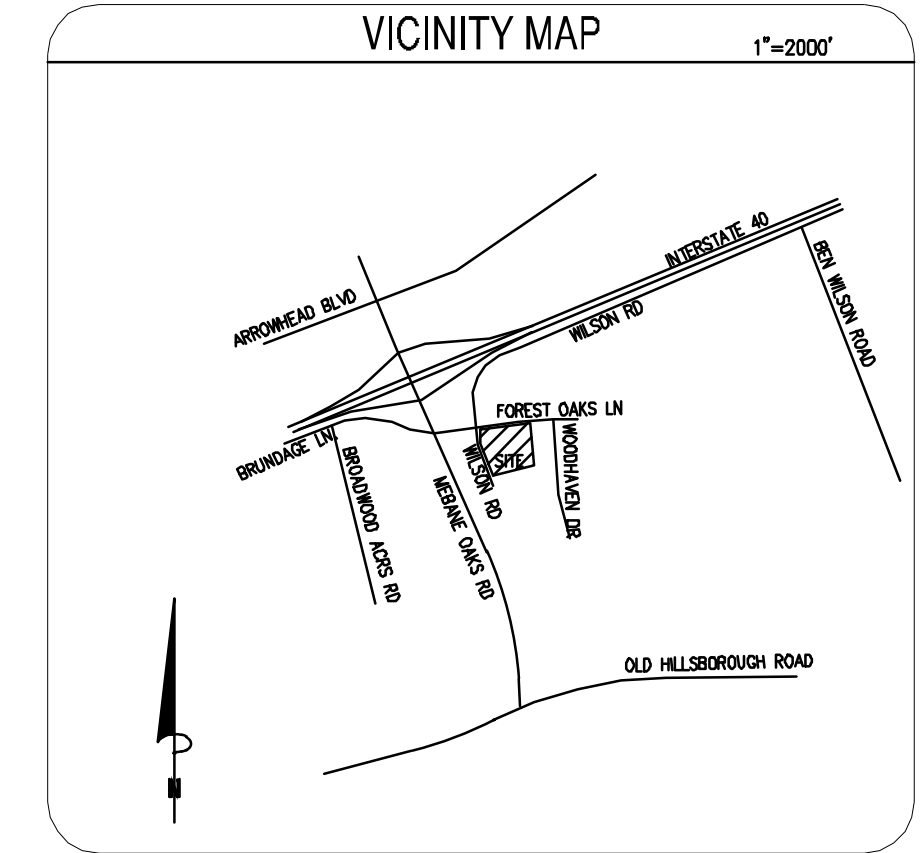
DRAWN BY: RG

GENERAL NOTE
ALL CONSTRUCTION TO BE IN ACCORDANCE WITH ALL CITY OF MEBANE, SPECIFICATIONS AND STANDARD DETAILS, LATEST EDITION



PRELIMINARY SITE PLAN

Proposed
Tractor Supply
Wilson Road
Mebane, North Carolina
Alamance County



DEVELOPER
Hendon Properties, LLC
Attn. Mark Tiller
3445 Peachtree Rd NE #465
Atlanta, GA 30326
404-262-7400
mtiller@hendonproperties.com

CIVIL ENGINEER
Bowman North Carolina, Ltd.
4006 Barrett Drive, Suite 104
Raleigh, NC 27609
(919) 553-6570
mlowder@bowman.com
FIRM# F-1445



Know what's below.
Call before you dig.

DEVELOPMENT DATA	
DEVELOPMENT NAME:	TRACTOR SUPPLY
STREET ADDRESS:	WILSON ROAD
	MEBANE, NC
	ALAMANCE COUNTY
OWNER:	HENDON TILLER MEBANE 3.0, LLC
PROPERTY IDENTIFICATION # (PIN):	9824-04-6036 (PORTION OF PRIOR TO SUBDIVISION)
PROPERTY #:	170920
DEED BOOK/PAGE:	4425 / 0336
PLAT BOOK/PAGE:	081 / 0385
EXISTING ZONING:	R-20 RESIDENTIAL
PROPOSED ZONING:	B-2(CD) - GENERAL BUSINESS, CONDITIONAL DISTRICT
WATERSHED:	N/A
FLOOD ZONE:	NONE
LATITUDE & LONGITUDE	N36.068594, W-79.268823
TOTAL SITE ACRES:	164,920 SF (3.786 AC) PROPOSED TRACTOR SUPPLY EXISTING PROPERTY AREA = 269,606 SF (6.19 AC)
WATER SERVICE:	PUBLIC - CITY OF MEBANE PUBLIC UTILITIES
SANITARY SEWER SERVICE:	PUBLIC - CITY OF MEBANE PUBLIC UTILITIES
INSIDE TOWN LIMITS:	NO - ANNEXATION REQUIRED
EXISTING USE:	VACANT
PROPOSED BUILDING USE:	21,147 SF TRACTOR SUPPLY RETAIL STORE + 3,827 SF GARDEN CENTER
FLOOD ZONE:	NONE
B-2(CD) GENERAL BUSINESS, CONDITIONAL DISTRICT ZONING REQUIREMENTS	
MIN LOT AREA:	12,000 SF
MIN LOT WIDTH:	50 FT
FRONT YARD SETBACK:	25 FT
SIDE SETBACK(STREET):	25 FT
SIDE SETBACK(INTERIOR):	0; 5FT IF PROVIDED
REAR SETBACK:	30 FT
MAXIMUM BUILDING HEIGHT:	70 FT
OUTDOOR DISPLAY AREA:	MAX OUTDOOR DISPLAY AREA = 15% OF SITE 24,040 SF OUTDOOR DISPLAY AREA/164,920 SF SITE AREA PROPOSED OUTDOOR DISPLAY AREA = 14.56% OF SITE MIN LANDSCAPE OPEN SPACE AREA = 20% OF SITE OPEN SPACE PROVIDED = 44,151 SF OPEN SPACE PROVIDED = 44,151 SF/164,920SF = 26.77%
OPEN SPACE:	
PARKING REQUIREMENTS:	
RETAIL SALES OF BULKY ITEMS - 1 SPACE PER 500 SF 24,974 SF TOTAL BUILDING AREA: 24,974 SF RETAIL SALES OF BULKY ITEMS / 500 = 50 SPACES 16,783 SF FENCED OUTDOOR DISPLAY AREA / 500 = 34 SPACES TOTAL SPACES REQUIRED = 84 4 BIKE PARKING SPACES PROVIDED	
TOTAL SPACES PROVIDED:	84
PARKING SPACE DIMENSIONS	9' X 18' MIN. (CITY REQUIREMENT) 10' X 20' SPACES PROVIDED
MIN DRIVE AISLE	26 FT TWO-WAY
ACCESSIBLE SPACES PROVIDED:	4
LOADING SPACES:	1 SPACE PROVIDED (12'X65')

IMPERVIOUS SUMMARY TABLE			
TRACTOR SUPPLY - ON-SITE AREA = 164,920 SF (3.79 AC)			
BUILDINGS	24,974 SF	0.57 ACRES	15.14% OF AREA
PAVEMENT	88,937 SF	2.04 ACRES	53.93% OF AREA
SIDEWALK	6,858 SF	0.16 ACRES	4.16% OF AREA
TOTAL IMPERVIOUS AREA	120,769 SF	2.77 ACRES	73.23% OF AREA
GREEN/OPEN SPACE	44,151 SF	1.01 ACRES	26.77% OF AREA
EXISTING IMPERVIOUS AREA	7,760 SF	0.18 ACRES	4.71% OF AREA
INCREASE IN IMPERVIOUS AREA	113,009 SF	2.59 ACRES	68.52% OF AREA

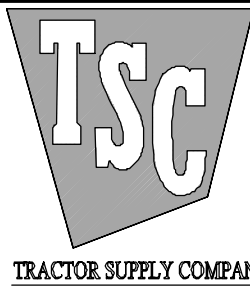
CURRENT PROPERTY OWNERS
Hendon Tiller Mebane 3.0, LLC
Attn. Mark Tiller
3445 Peachtree Rd NE #465
Atlanta, GA 30326
404-262-7400
mtiller@hendonproperties.com

Index of Drawings	
Sheet Number	Sheet Title
C1.0	COVER SHEET
C2.0	DEMOLITION PLAN
C3.0	SITE PLAN
C3.1	PAVEMENT MARKING PLAN
C4.0	GRADING PLAN
C5.0	UTILITY PLAN
C6.0	CONSTRUCTION DETAILS
C7.0	LANDSCAPE PLAN
1 of 1	PRELIMINARY BOUNDARY SURVEY
1 of 1	PRELIMINARY SUBDIVISION PLAT
1 of 1	BUILDING FLOOR PLAN
1 of 1	BUILDING ELEVATIONS

FEE TABLE	
FEE TYPE	FEE AMOUNT
PLANNING REVIEW FEE	\$300.00
ENGINEERING REVIEW FEE (\$10 PER 100 SF BUILDING) 24,974 SF/100 = 249.84 * \$10	\$2,500.00
STORMWATER CONTROL FACILITY REVIEW FEE	\$
ENGINEERING CONSTRUCTION PLAN REVIEW FEE	\$
INSPECTION FEE	\$

Bowman

Bowman North Carolina Ltd.
4006 BARRETT DR
Suite 104
RALEIGH, NC 27609
Phone: (919) 553-6570
bowman.com
Bowman North Carolina Ltd.



COVER SHEET

Tractor Supply
Wilson Road

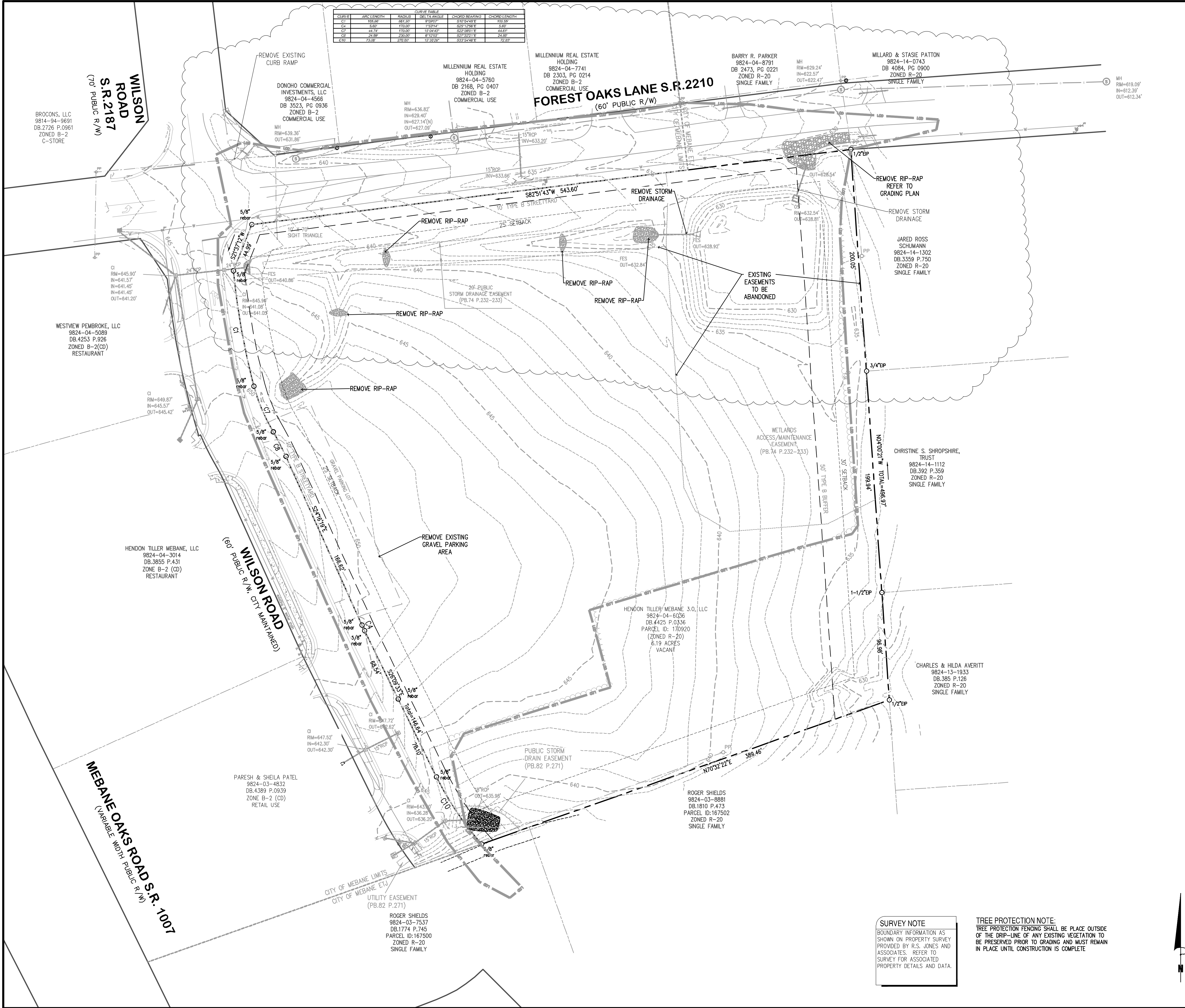
Mebane, NC Melville Township Alamance County



PRELIMINARY
DO NOT
USE FOR
CONSTRUCTION

PLAN STATUS	
1/12/23	PER TRC REVIEW
2/17/23	PER TRC REVIEW
2/28/23	PER TRC REVIEW

DATE		DESCRIPTION	
JP DESIGN	JP DRAWN	CHKD	
SCALE	H: 1" = 40' V: 1" = XXX'		
JOB No. 220159-01-001			
DATE		October 17, 2022	
FILE No.			
SHEET		C1.0	



Bowman

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4006 BARRIETT DR
Suite 104
RALEIGH, NC 27609
Phone: (919) 555-6570
bowman.com
Bowman North Carolina Ltd.

TSC
TRACTOR SUPPLY COMPANY

DEMOLITION PLAN

Tractor Supply
Wilson Road
Mebane, NC Melville Township Alamance County

PRELIMINARY
DO NOT
USE FOR
CONSTRUCTION

PLAN STATUS

1/12/23	PER TRC REVIEW
2/17/23	PER TRC REVIEW
2/28/23	PER TRC REVIEW

DATE	DESCRIPTION
JP DESIGN	JP DRAWN XXX CHKD
SCALE	H: 1" = 40' V: 1" = XX'
JOB No.	220159-01-001
DATE	October 17, 2022
FILE No.	
SHEET	C2.0

CURVE TABLE					
CURVE	ARC LENGTH	RADIUS	DELTA ANGLE	CHORD BEARING	CHORD LENGTH
C1	108.69	441.50	9.091°	S104°43'12"W	108.69
C4	6.69	170.00	1.551°	S59°17'56"E	6.69
C7	44.74	170.00	18.043°	S59°26'01"E	44.81
C8	24.89	230.00	8.123°	S59°22'51"E	24.89
C10	73.08	270.00	16.302°	S33°54'48"E	72.80

BROCONS, LLC
9814-94-9691
DB.2726 P.0961
ZONED B-2
C-STORE

WESTVIEW PEMBROKE, LLC
9824-04-5089
DB.4253 P.926
ZONED B-2 (CD)
RESTAURANT

HENDON TILLER MEBANE, LLC
9824-04-3014
DB.3855 P.431
ZONE B-2 (CD)
RESTAURANT

PARSH & SHEILA PATEL
9824-03-4832
DB.4389 P.0939
ZONE B-2 (CD)
RETAIL USE

DONOHU COMMERCIAL INVESTMENTS, LLC
9824-04-4566
DB.3523, PG.0936
ZONED B-2
COMMERCIAL USE

MILLENNIUM REAL ESTATE HOLDING
9824-04-5760
DB.2168, PG.0407
ZONED B-2
COMMERCIAL USE

MILLENNIUM REAL ESTATE HOLDING
9824-04-8791
DB.2303, PG.0214
ZONED B-2
COMMERCIAL USE

BARRY R. PARKER
9824-04-8791
DB.2473, PG.0221
ZONED R-20
SINGLE FAMILY

MILLARD & STABLE PATTON
9824-14-0743
DB.4084, PG.0900
ZONED R-20
SINGLE FAMILY
END CURB (CHAMFER CURB)

SITE LIGHTING NOTE
A LIGHTING PLAN WILL BE SUBMITTED WITH THE PROJECT CONSTRUCTION DOCUMENTS IN ACCORDANCE WITH SECTION 6-6 OF THE CITY OF MEBANE UDO.

TREE PROTECTION NOTE:
TREE PROTECTION FENCING SHALL BE PLACE OUTSIDE OF THE DRIP-LINE OF ANY EXISTING VEGETATION TO BE PRESERVED PRIOR TO GRADING AND MUST REMAIN IN PLACE UNTIL CONSTRUCTION IS COMPLETE

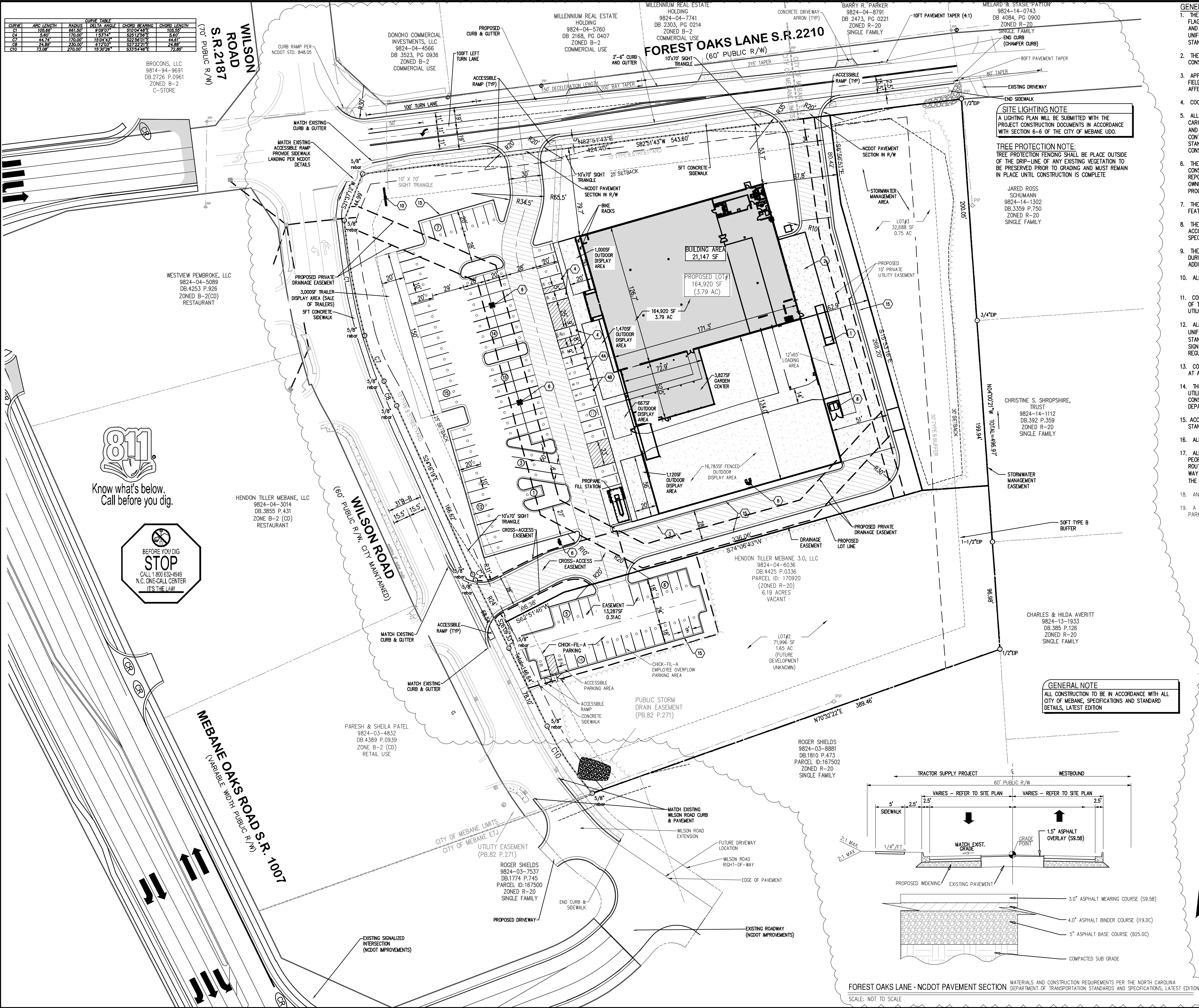
JARED ROSS SCHUMANN
9824-14-1302
DB.3359 P.750
ZONED R-20
SINGLE FAMILY

CHRISTINE S. SHROPSHIRE, TRUST
9824-14-1112
DB.392 P.359
ZONED R-20
SINGLE FAMILY

CHARLES & HILDA AVERITT
9824-13-1933
DB.389 P.126
ZONED R-20
SINGLE FAMILY

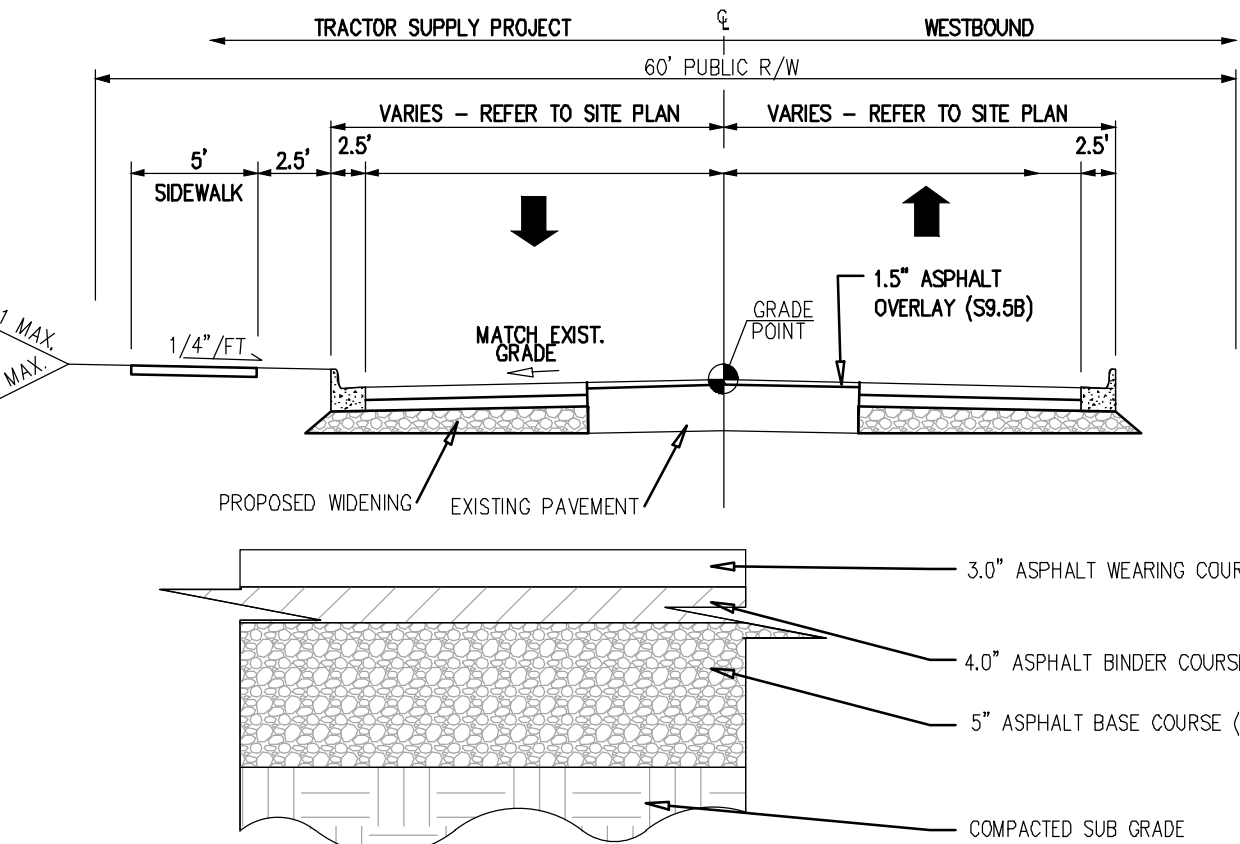
ROGER SHIELDS
9824-03-8881
DB.1810 P.473
PARCEL ID:167502
ZONED R-20
SINGLE FAMILY

ROGER SHIELDS
9824-03-7537
DB.1774 P.745
PARCEL ID:167500
ZONED R-20
SINGLE FAMILY

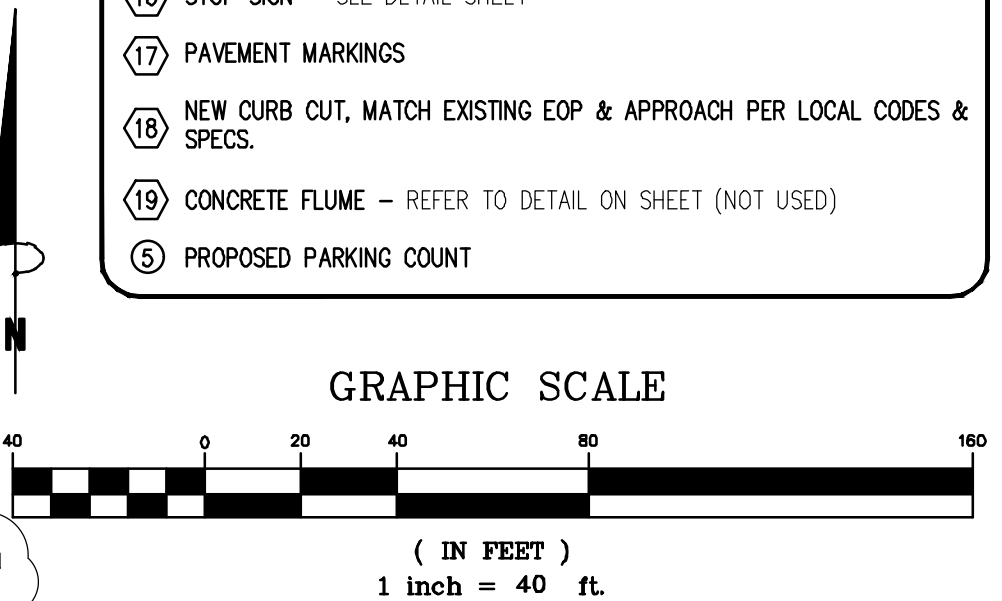


- GENERAL NOTES:**
- THE CONTRACTOR SHALL EMPLOY ALL NECESSARY BARRICADES, SIGNS, FENCES, FLASHING LIGHTS, FLAGMEN, ETC. FOR MAINTENANCE AND PROTECTION OF TRAFFIC AS REQUIRED BY CITY OF MEBANE AND THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION. REFER TO THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD), LATEST EDITION, FOR DETAILS OF TRAFFIC CONTROL STANDARDS AND DEVICES.
 - THE CONTRACTOR SHALL PROTECT ALL MONUMENTS, IRON PINS, AND PROPERTY CORNERS DURING CONSTRUCTION.
 - APPROVAL OF THESE PLANS IS NOT AN AUTHORIZATION TO GRADE ADJACENT PROPERTIES. WHEN FIELD CONDITIONS WARRANT OFF-SITE GRADING, PERMISSION MUST BE OBTAINED FROM THE AFFECTED PROPERTY OWNERS.
 - COORDINATE ALL CURB AND STREET GRADES IN INTERSECTIONS WITH INSPECTOR.
 - ALL WORK SHALL BE PERFORMED IN ACCORDANCE WITH THE LATEST EDITION OF THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION "STANDARD DETAILS AND SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION" AND APPLICABLE CITY OF MEBANE CODES AND ORDINANCES. THE CONTRACTOR SHALL MAINTAIN A CURRENT EDITION OF THE STATE AND LOCAL CODES, ORDINANCES, STANDARD SPECIFICATION AND STANDARD DETAILS ON THE PROJECT SITE FOR REFERENCE DURING CONSTRUCTION OF THE PROJECT.
 - THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS IN THE FIELD PRIOR TO THE START OF CONSTRUCTION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL FIELD DIMENSIONS AND SHALL REPORT ANY DISCREPANCIES BETWEEN THE PLANS AND ACTUAL FIELD CONDITIONS THE OWNER OR OWNER'S REPRESENTATIVE IMMEDIATELY. CONTRACTOR SHALL WAIT FOR INSTRUCTION PRIOR TO PROCEEDING WITH WORK.
 - THE CONTRACTOR SHALL PROVIDE SMOOTH TRANSITIONS FROM PROPOSED FEATURES TO EXISTING FEATURES AS NECESSARY.
 - THE CONTRACTOR SHALL SEAL THE EDGE OF EXISTING ASPHALT PAVEMENT WITH TACK COAT IN ACCORDANCE WITH THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS WHERE NEW PAVEMENT JOINS EXISTING PAVEMENT.
 - THE CONTRACTOR SHALL REPAIR, RESURFACE, RECONSTRUCT OR REFURBISH ANY AREAS DAMAGED DURING CONSTRUCTION BY THE CONTRACTOR, HIS SUBCONTRACTORS OR SUPPLIERS AT NO ADDITIONAL COST TO THE OWNER.
 - ALL PAVEMENT JOINTS SHALL BE SAW-CUT PRIOR TO PAVING TO PROVIDE A DURABLE AND UNIFORM JOINT.
 - CONTRACTOR SHALL REFER TO ARCHITECTURAL PLANS FOR EXACT LOCATIONS AND DIMENSIONS OF TRUCK DOORS, EXIT DOORS, SIDEWALKS, PRECISE BUILDING DIMENSIONS, AND EXACT BUILDING UTILITY ENTRANCE LOCATIONS.
 - ALL PAINT STRIPING, PAVEMENT MARKINGS, AND SIGNAGE SHALL CONFORM TO THE "MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES" OR AS OTHERWISE SPECIFIED. ALL REFERENCED SIGN STANDARDS ARE TAKEN FROM THE "MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES". ALL NEW SIGNS SHALL BE MOUNTED ON GALVANIZED POSTS AND IN ACCORDANCE WITH STATE AND LOCAL REGULATIONS.
 - CONTRACTOR SHALL INSTALL ACCESSIBLE RAMPS PER LOCAL MUNICIPALITY AND ADA STANDARDS AT ALL DRIVE AND BUILDING LOCATIONS AS REQUIRED.
 - THE CONTRACTOR IS RESPONSIBLE FOR THE LOCATION AND PROTECTION OF ALL EXISTING UTILITIES DURING CONSTRUCTION. AT LEAST 48 HOURS PRIOR TO ANY DEMOLITION, GRADING, OR CONSTRUCTION ACTIVITY THE CONTRACTOR SHALL NOTIFY THE CITY OF MEBANE PUBLIC UTILITIES DEPARTMENTS FOR PROPER IDENTIFICATION OF EXISTING UTILITIES WITHIN THE PROJECT SITE.
 - ACCESSIBLE RAMPS TO BE PROVIDED IN ACCORDANCE WITH NCDOT AND CITY OF MEBANE STANDARDS.
 - ALL PLANTING ISLANDS WITH A SHADE TREE SHALL BE A MINIMUM OF 350 SQUARE FEET.
 - ALL SIDEWALKS MUST BE ACCESSIBLE TO PERSONS WHO ARE BLIND, HAVE LOW VISION AND PEOPLE WITH MOBILITY DISABILITIES. PEDESTRIAN EXISTING ROUTES AND ALTERNATE PEDESTRIAN ROUTES DURING CONSTRUCTION WILL E REQUIRED TO BE COMPLIANT WITH THE PUBLIC RIGHTS OF WAY ACCESSIBILITY GUIDELINES (PROWAG), 2010 ADA STANDARDS FOR ACCESSIBLE DESIGN AND THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD)
 - ANNEXATION OF THE PROPERTY INTO THE CITY OF MEBANE WILL BE REQUIRED
 - A EXCUTED SHARED PARKING AGREEMENT WILL BE REQUIRED FOR THE PROPOSED CHICK-FIL-A PARKING AREA PRIOR TO ISSUANCE OF THE CERTIFICATE OF OCCUPANCY.

- KEYNOTES**
- STEEL DOCK/RAMP - REFER TO ARCHITECTURAL DRAWINGS FOR DETAIL
 - CONCRETE PAVEMENT DESIGN AS PER GEOTECHNICAL REPORT SPECIFICATIONS - SEE DETAIL SHEET C1.4 EXPANSION AND CONTROL JOINTS - SEE DETAILS SHEET
 - ASPHALT PAVEMENT DESIGN AS PER GEOTECHNICAL REPORT SPECIFICATIONS - SEE DETAIL SHEET
 - STANDARD DUTY PAVEMENT
 - HEAVY DUTY PAVEMENT
 - NCDOT PAVEMENT SECTION
 - HANDICAP PARKING SIGN - SEE DETAIL SHEET
 - VETERANS PARKING SIGN - SEE DETAIL SHEET
 - ON-LINE PARKING SIGN - SEE DETAIL SHEET
 - BOLLARD - SEE DETAIL SHEET
 - CONCRETE LIGHT POLE BASE
 - CONCRETE SIDEWALK - SEE DETAIL SHEET FOR SIDEWALKS AROUND BUILDING.
 - DUMPSTER ENCLOSURE - REFER TO SHEET
 - 6'-0" LONG CONCRETE WHEEL STOP, PINNED TO PAVEMENT - SEE DETAIL SHEET. LOCATE 2'-6" FROM FACE OF CURB OR SIDEWALK.
 - SIGN (UNDER SEPARATE PERMIT)
 - 4" WIDE PARKING STRIPE PAINTED WHITE (TYP)
 - 4" WIDE PARKING DIAGONAL STRIPES
 - ACCESSIBLE PARKING AREA - (PER A.D.A. REQUIREMENTS)
 - NEW GRASS/LANDSCAPE AREA
 - CONCRETE CURB AND GUTTER - SEE DETAIL SHEET
 - STOP SIGN - SEE DETAIL SHEET
 - PAVEMENT MARKINGS
 - NEW CURB CUT, MATCH EXISTING EOP & APPROACH PER LOCAL CODES & SPECS.
 - CONCRETE FLUME - REFER TO DETAIL ON SHEET (NOT USED)
 - PROPOSED PARKING COUNT



FOREST OAKS LANE - NCDOT PAVEMENT SECTION MATERIALS AND CONSTRUCTION REQUIREMENTS PER THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION STANDARDS AND SPECIFICATIONS, LATEST EDITION
SCALE: NOT TO SCALE



Bowman North Carolina Ltd.
4006 BARRIETT DR
Suite 104
RALEIGH, NC 27609
Phone: (919)555-6570
bowman.com

TRACTOR SUPPLY COMPANY

SITE PLAN

Tractor Supply
Wilson Road
Mebane, NC Melville Township Alamance County

CREATING GREATER VALUE

PRELIMINARY
DO NOT
USE FOR
CONSTRUCTION

PLAN STATUS		
1/12/23	PER TRC REVIEW	
2/17/23	PER TRC REVIEW	
2/28/23	PER TRC REVIEW	
DATE	DESCRIPTION	
JP DESIGN	JP DRAWN	XXX CHKD
SCALE H: 1" = 40' V: 1" = XX'		
JOB No. 220159-01-001		
DATE October 17, 2022		
FILE No.		
SHEET C3.0		

CURVE TABLE					
CURVE	ARC LENGTH	RADIUS	DELTA ANGLE	CHORD BEARING	CHORD LENGTH
C1	108.59	651.50	9.0913°	S104°14'31"E	108.59
C2	6.65	170.00	1.5514°	S59°17'56"E	6.65
C3	44.74	170.00	16.0443°	S29°26'01"E	44.81
C4	24.89	230.00	8.1232°	S61°22'51"E	24.89
C10	73.08	270.00	16.3026°	S33°54'48"E	72.80

BROCONS, LLC
9814-04-9691
DB.2726 P.0961
ZONED B-2
C-STORE

WESTVIEW PEMBROKE, LLC
9824-04-5089
DB.4253 P.926
ZONED B-2 (CD)
RESTAURANT

HENDON TILLER MEBANE, LLC
9824-04-3014
DB.3855 P.431
ZONE B-2 (CD)
RESTAURANT

PARISH & SHEILA PATEL
9824-03-4832
DB.4389 P.0939
ZONE B-2 (CD)
RETAIL USE

ROGER SHIELDS
9824-03-7537
DB.1774 P.745
PARCEL ID:167500
ZONED R-20
SINGLE FAMILY

DONOHOO COMMERCIAL INVESTMENTS, LLC
9824-04-4566
DB.3523, PG.0936
ZONED B-2
COMMERCIAL USE

MILLENNIUM REAL ESTATE HOLDING
9824-04-5760
DB.2168, PG.0407
ZONED B-2
COMMERCIAL USE

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9824-04-7741
DB.2303, PG.0214
ZONED B-2
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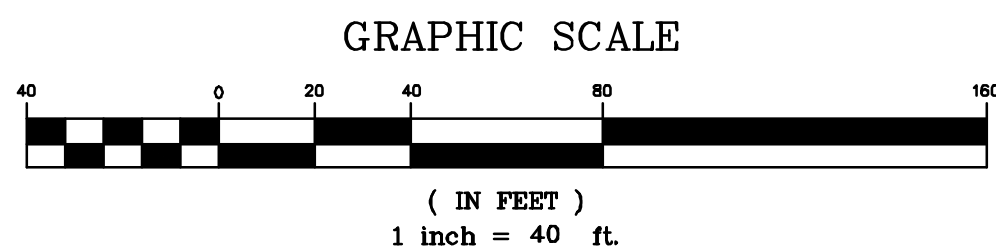
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9824-03-8881
DB.1810 P.473
PARCEL ID:167502
ZONED R-20
SINGLE FAMILY

GENERAL NOTE
ALL CONSTRUCTION TO BE IN ACCORDANCE WITH ALL CITY OF MEBANE, SPECIFICATIONS AND STANDARD DETAILS, LATEST EDITION

TRAFFIC CONTROL NOTES:
THE DISTRICT OFFICE OF THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION (NCDOT) MUST BE NOTIFIED AT LEAST 24 HOURS PRIOR TO CONSTRUCTION.
TRAFFIC MUST BE MAINTAINED AT ALL TIMES AND TRAFFIC CONTROL MUST COMPLY WITH THE MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES (MUTCD) AND WITH THE CURRENT EDITION OF THE NCDOT STANDARDS AND SPECIFICATIONS.
ALL LANES OF TRAFFIC ARE TO BE OPEN DURING THE HOURS OF 6:00 AM TO 9:00 AM AND FROM 4:00 PM TO 6:00 PM. A MINIMUM OF ONE 12-FOOT LANE SHALL BE MAINTAINED AT ALL TIMES.
ALL ROADWAY SIGNS WHICH ARE TO BE REMOVED DURING CONSTRUCTION ARE TO BE REINSTALLED AS SOON AS POSSIBLE.
DURING NON-WORKING HOURS, EQUIPMENT IS TO BE PARKED AS CLOSE TO THE RIGHT OF WAY LINE AS POSSIBLE AND BE PROPERLY BARRICADED IN ORDER TO PREVENT ANY EQUIPMENT OBSTRUCTION WITHIN THE TRAVEL LANE.
ALL CONTRACTORS DOING WORK WITHIN STATE RIGHT OF WAY ARE TO HAVE A COPY OF THESE PLANS ON THE JOB SITE.
WHEN PERSONNEL AND/OR EQUIPMENT ARE WITHIN 5' OF AN OPEN TRAVEL LANE, THE CONTRACTOR SHALL CLOSE THE OPEN TRAVEL LANE ADJACENT TO THE WORK AREA USING APPROPRIATE TRAFFIC CONTROL MEANS AND METHODS UNLESS WORK IN THAT AREA IS PROTECTED BY BARRIER OR GUARDRAIL.
THE CONTRACTOR SHALL NOT WORK SIMULTANEOUSLY ON BOTH SIDES OF AN OPEN TRAVEL WAY WITHIN THE SAME LOCATION ON A TWO-LANE, TWO-WAY ROAD.
THE MAXIMUM LENGTH OF A LANE CLOSURE ON THE PROJECT SHALL BE ONE MILE, MEASURED FROM THE BEGINNING OF THE MERGE TAPER TO THE END OF THE LANE CLOSURE.
THE CONTRACTOR SHALL BACKFILL AT 6:1 SLOPE UP TO THE EDGE AND ELEVATION OF EXISTING PAVEMENT IN AREAS ADJACENT TO AN OPENED TRAVEL LANE THAT HAS A DROP-OFF OF MORE THAN 3".
WHEN BACKFILL IS REQUIRED, IT SHALL BE AT NO EXPENSE TO THE OWNER.
THE MAXIMUM DIFFERENCE IN ELEVATION BETWEEN OPEN LANES OF TRAFFIC SHALL BE 2".
WHEN LANE CLOSURES ARE NOT IN EFFECT, CHANNELIZING DEVICES IN WORK AREAS SHALL BE SPACED NO GREATER THAN TWICE THE POSTED SPEED LIMIT, EXCEPT 10' ON-CENTER IN RADII, AND SHALL BE SET 3' OFF THE EDGE OF AN OPEN TRAVEL WAY.
DURING INSTALLATION, PROPER TRAFFIC CONTROL DEVICES, SIGNS, ETC. BE INSTALLED TO ENSURE PUBLIC SAFETY IN ACCORDANCE WITH THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION'S STANDARDS AND SPECIFICATIONS
ALL DISTURBED AREAS ARE TO BE FULLY RESTORED TO NCDOT MINIMUM ROADWAY STANDARDS.
MATERIALS AND WORKMANSHIP SHALL CONFORM TO THE NCDOT ROADWAY STANDARDS AND SPECIFICATIONS (LATEST EDITION).

NCDOT ROADWAY STANDARD DRAWINGS TO REFERENCE
200.02 METHOD OF CLEARING - METHOD II
225.02 GUIDE FOR GRADING SUBGRADE - SECONDARY & LOCAL
300.01 METHOD OF PIPE INSTALLATION - METHOD "A"
840.71 CONCRETE AND BRICK PIPE PLUG
846.01 CONCRETE CURB, GUTTER AND CURB & GUTTER
848.01 CONCRETE SIDEWALK
848.05 WHEELCHAIR RAMP - CURB CUT
852.01 CONCRETE ISLANDS
876.02 GUIDE FOR RIP RAP AT PIPE OUTLETS
1101.01 WORK ZONE ADVANCE WARNING SIGNS
1101.02 TEMPORARY LANE CLOSURES
1101.04 TEMPORARY SHOULDER CLOSURES
1101.05 WORK ZONE VEHICLE ACCESSES
1101.11 TRAFFIC CONTROL DESIGN TABLES
1110.02 PORTABLE WORK ZONE SIGNS - MOUNTING HEIGHT & LATERAL CLEARANCE
1115.01 FLASHING ARROW PANELS
1130.01 DRUMS
1135.01 CONES
1145.01 BARRICADES - TYPES I, II, III AND PERMANENT
1150.01 FLAGGERS
1205.01 PAVEMENT MARKINGS - LINE TYPES & OFFSETS
1205.02 PAVEMENT MARKINGS - DIVIDED & UNDIVIDED ROADWAYS
1205.04 PAVEMENT MARKINGS - INTERSECTIONS
1205.05 PAVEMENT MARKINGS TURN LANES
1205.07 PAVEMENT MARKINGS PEDESTRIAN CROSSWALKS

PAVEMENT MARKING SCHEDULE	
1A WHITE EDGE LINE (4",90MIL)	
1B NCDOT STD DETAIL 1205.01	
1C DOUBLE YELLOW CENTERLINE (4",90MIL)	
1D NCDOT STD DETAIL 1205.01	
1E YELLOW LANE LINE(4",90MIL)	
1F NCDOT STD DETAIL 1205.01	
1G 3" WHITE MINI-SKIP LINE (4",90MIL)	
1H NCDOT STD DETAIL 1205.01	
1I 10" WHITE SKIP LINE (4",90MIL)	
1J NCDOT STD DETAIL 1205.01	
1K WHITE SOLID LANE LINE (4",90MIL)	
1L NCDOT STD DETAIL 1205.01	
1M LEFT TURN LANE ARROW (90MIL)	
1N NCDOT STD DETAIL 1205.08	
1O RIGHT TURN LANE ARROW (90MIL)	
1P NCDOT STD DETAIL 1205.08	
1Q STRAIGHT ARROW (90MIL)	
1R NCDOT STD DETAIL 1205.08	
1S COMBO LEFT/STRAIGHT TURN LANE ARROW (90MIL)	
1T NCDOT STD DETAIL 1205.08	
1U COMBO RIGHT/STRAIGHT TURN LANE ARROW (90MIL)	
1V NCDOT STD DETAIL 1205.08	
1W YELLOW DIAGONAL LINES (4",90MIL)	
1X NCDOT STD DETAIL 1205.09	
1Y 3" YELLOW MINI-SKIP LINES (4",90MIL)	
1Z NCDOT STD DETAIL 1205.01	
1AA YELLOW SKIP CENTER LINES (4",90MIL)	
1AB NCDOT STD DETAIL 1205.01	
1AC STOP BAR (24",90MIL)	
1AD NCDOT STD DETAIL 1205.01	
1AE 12" YIELD LINE SYMBOL (90MIL)	
1AF NCDOT STD DETAIL 1205.08 (THIS SHEET)	
ALL PERMANENT PAVEMENT MARKINGS SHALL BE THERMOPLASTIC PER NCDOT REQUIREMENTS	
CONTRACTOR TO INSTALL MARKINGS PER NCDOT STANDARD MANUALS AND LOCATIONS TO BE COORDINATED WITH THESE DEPARTMENTS PRIOR TO FINAL INSTALLATION.	



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TRACTOR SUPPLY COMPANY

PAVEMENT MARKING PLAN

Tractor Supply
Wilson Road
Mebane, NC Melville Township Alamance County

CREATING GREATER VALUE

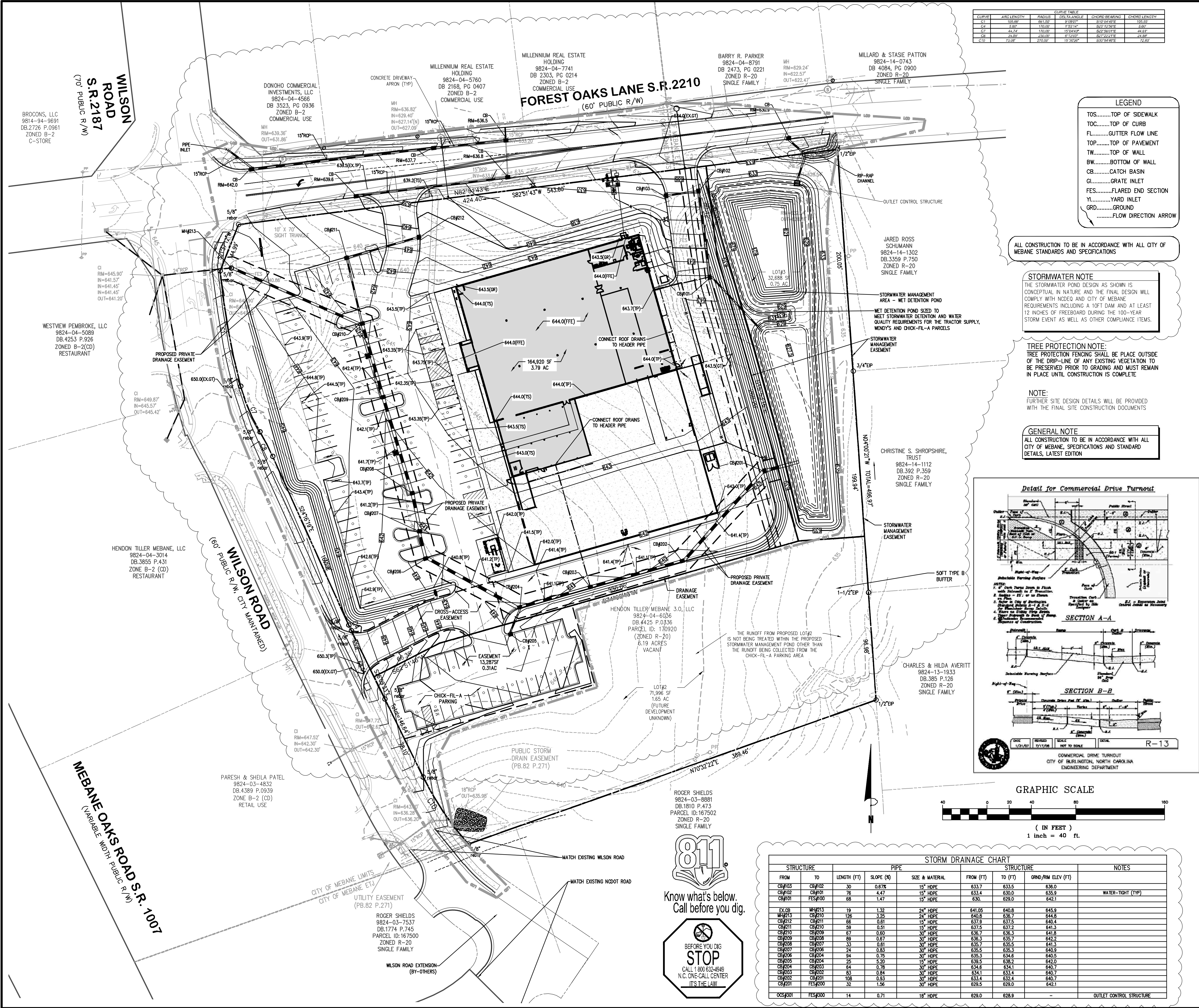
PRELIMINARY
DO NOT
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PLAN STATUS

1/12/23	PER TRC REVIEW
2/17/23	PER TRC REVIEW
2/28/23	PER TRC REVIEW

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JP DESIGN	JP DRAWN
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SHEET C3.1



- GRADING NOTES:
- REFER TO THE SITE PLAN FOR RELATED NOTES.
 - ALL CONTOURS AND SPOT ELEVATIONS REFLECT FINISHED GRADES.
 - ALL ELEVATIONS ARE IN REFERENCE TO THE BENCHMARK, AND THIS MUST BE VERIFIED BY THE GENERAL CONTRACTOR PRIOR TO GROUND BREAKING.
 - THE CONTRACTOR SHALL IMMEDIATELY REPORT TO OWNER ANY DISCREPANCIES FOUND BETWEEN ACTUAL FIELD CONDITIONS AND CONSTRUCTION DOCUMENTS AND SHALL WAIT FOR INSTRUCTION PRIOR TO PROCEEDING.
 - THE CONTRACTOR SHALL BE RESPONSIBLE FOR LOCATING AND PROTECTING EXISTING UTILITIES, AND SHALL REPAIR ALL DAMAGE TO EXISTING UTILITIES THAT OCCUR DURING CONSTRUCTION.
 - THE CONTRACTOR SHALL BLEND NEW EARTHWORK SMOOTHLY TO TRANSITION BACK TO EXISTING GRADE.
 - LIMITS OF CLEARING SHOWN ON GRADING PLAN ARE BASED UPON THE APPROXIMATE CUT AND FILL SLOPE LIMITS, OR OTHER GRADING REQUIREMENTS.
 - THE PROPOSED CONTOURS SHOWN IN DRIVES AND PARKING LOTS AND SIDEWALKS ARE FINISHED ELEVATIONS INCLUDING ASPHALT. REFER TO PAVEMENT CROSS SECTION DATA TO ESTABLISH CORRECT SUBBASE OR AGGREGATE BASE COURSE ELEVATIONS TO BE COMPLETED UNDER THIS CONTRACT.
 - THE CONTRACTOR SHALL ENSURE POSITIVE DRAINAGE SO THAT RUNOFF WILL DRAIN BY GRAVITY FLOW ACROSS NEW PAVEMENT AREAS TO NEW OR EXISTING DRAINAGE INLETS OR SHEET OVERLAND.
 - ANY GRADING, BEYOND THE LIMITS OF CONSTRUCTION AS SHOWN ON THE GRADING PLAN, IS PROHIBITED.
 - LAND DISTURBANCE WITHOUT AN APPROVED ESC PLAN IS PROHIBITED.
 - STABILIZATION IS THE BEST FORM OF EROSION CONTROL. TEMPORARY SEEDING IS NECESSARY TO ACHIEVE EROSION CONTROL IN UNGRADED AREAS AND ESPECIALLY WHEN THE CONSTRUCTION SEQUENCE REQUIRES IT.
 - ALL GRADED AREAS ARE TO BE STABILIZED (SEEDED OR LANDSCAPED) WITHIN 14 DAYS OF HAVING REACHED FINAL GRADE.
 - EXISTING GRADES, CONTOURS, UTILITIES AND OTHER EXISTING FEATURES FROM FIELD RUN SURVEY.
 - THE CONTRACTOR SHALL INCLUDE IN THE CONTRACT PRICE ANY DEWATERING NECESSARY TO CONSTRUCT THE PROJECT AS SHOWN ON THE PLANS.
 - THE CONTRACTOR IS RESPONSIBLE FOR THE DESIGN AND IMPLEMENTATION OF ALL SHEETING, SHORING, BRACING AND SPECIAL EXCAVATION MEASURES REQUIRED TO MEET OSHA, FEDERAL, STATE, AND LOCAL REGULATIONS PURSUANT TO THE INSTALLATION OF THE WORK INDICATED ON THESE DRAWINGS. THE DESIGN ENGINEER ACCEPTS NO RESPONSIBILITY FOR THE DESIGN(S) TO INSTALL SAID ITEMS.
 - THE CONTRACTOR SHALL REFER TO THE ARCHITECTURAL PLANS FOR EXACT LOCATION, ELEVATION, AND DIMENSIONS OF EXIT DOORS, RAMPS, BUILDING DIMENSIONS, AND EXACT BUILDING UTILITY ENTRANCE LOCATIONS.
 - ALL FILL MATERIALS, EXISTING BUILDING FOUNDATIONS, PAVEMENT AND UTILITY STRUCTURES, TOPSOIL, AND ANY OTHER DELETERIOUS MATERIALS SHALL BE COMPLETELY REMOVED FROM WITHIN THE BEARING ZONE BELOW THE STRUCTURE.
 - ALL FOUNDATION EXCAVATION SHALL BE INSPECTED BY A QUALIFIED GEOTECHNICAL REPRESENTATIVE TO DETERMINE WHETHER UNSUITABLE MATERIAL MUST BE REMOVED. ALL UNDESIRABLE MATERIAL SHALL BE REMOVED, BACKFILLED AND COMPACTED AS REQUIRED BY THE GEOTECHNICAL REPRESENTATIVE.
 - ALL CUT OR FILL SLOPES SHALL BE 3:1 OR FLATTER UNLESS OTHERWISE NOTED OR DEPICTED.
 - THE CONTRACTOR SHALL ADHERE TO ALL TERMS & CONDITIONS AS OUTLINED IN THE GENERAL N.P.D.E.S PERMIT FOR STORMWATER DISCHARGE ASSOCIATED WITH CONSTRUCTION ACTIVITIES.
 - CONTRACTOR SHALL ADJUST AND/OR CUT EXISTING PAVEMENT AS NECESSARY TO ASSURE A SMOOTH FIT AND CONTINUOUS GRADE.
 - CONTRACTOR SHALL ENSURE POSITIVE DRAINAGE AWAY FROM BUILDINGS FOR ALL NATURAL AND PAVED AREAS.
 - ALL UNSURFACED AREAS DISTURBED BY GRADING OPERATION SHALL RECEIVE 4 INCHES OF TOPSOIL. CONTRACTOR SHALL APPLY STABILIZATION FABRIC TO ALL SLOPES 3H:1V OR STEEPER.
 - CONSTRUCTION SHALL COMPLY WITH ALL APPLICABLE GOVERNING CODES AND BE CONSTRUCTED TO SAME.
- DRAINAGE NOTES:
- A MINIMUM GRADE OF 0.50 % SHALL BE MAINTAINED ON ALL PIPES, UNLESS OTHERWISE NOTED.
 - PIPE LENGTHS AND SLOPES INDICATED ON THE PLANS ARE APPROXIMATE ONLY.
 - UNDERGROUND UTILITY LINES SHALL BE INSTALLED IN ACCORDANCE WITH THE FOLLOWING STANDARDS IN ADDITION TO OTHER APPLICABLE CRITERIA:
 - A. NO MORE THAN 500 LF OF TRENCH MAY BE OPENED AT ONE TIME.
 - B. EXCAVATED MATERIAL SHALL BE PLACED ON THE UPHILL SIDE OF TRENCHES.
 - C. EFFLUENT FROM DEWATERING OPERATIONS SHALL BE FILTERED OR PASSED THROUGH AN APPROVED SEDIMENT TRAPPING DEVICE, OR BOTH, AND DISCHARGED IN A MANNER THAT DOES NOT ADVERSELY AFFECT FLOWING STREAMS OR OFF-SITE PROPERTY.
 - D. MATERIAL USED FOR BACK-FILLING TRENCHES SHALL BE PROPERLY COMPACTED IN ORDER TO MINIMIZE EROSION AND PROMOTE STABILIZATION.
 - E. RE-STABILIZATION SHALL BE ACCOMPLISHED IN ACCORDANCE WITH THE EROSION AND SEDIMENT CONTROL REGULATIONS.
 - F. APPLICABLE SAFETY REGULATIONS SHALL BE COMPLIED WITH.
 - CATCH BASINS, MANHOLES, FRAMES, GRATES, ETC. SHALL MEET THE REQUIREMENTS OF THE LATEST EDITION OF THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION STANDARD DRAWINGS. REFERENCE THE FOLLOWING STANDARD DETAILS:
 - 840.02 - CONCRETE CATCH BASIN
 - 840.03 - FRAME, GRATES, AND HOOD FOR CATCH BASINS
 - 840.14 - CONCRETE DROP INLET
 - 840.04 - CONCRETE OPEN THROAT CATCH BASIN
 - 840.14 - CONCRETE DROP INLET
 - 840.16 - DROP INLET FRAME AND GRATES
 - 840.31 - CONCRETE JUNCTION BOX
 - 840.36 - TRAFFIC BEARING GRATED DROP INLET
 - 840.52 - PRECAST MANHOLE
 - 840.45 - PRECAST DRAINAGE STRUCTURE
 - 838.80 - PRECAST CONCRETE ENDWALL
 - ALL PIPES SHALL BE LAID ON STRAIGHT ALIGNMENTS AND EVEN GRADES USING A PIPE LASER OR OTHER ACCURATE METHOD.
 - STORM PIPE SHALL BE AS FOLLOW UNLESS OTHERWISE NOTED:
 - TYPE 1: RCP, CLASS III PER ASTM C-76, WITH FLEXIBLE PLASTIC BITUMEN GASKETS AT JOINTS.
 - TYPE 2: HIGH DENSITY POLYETHYLENE PIPE (HDPE) - AASHTO DESIGNATION M252 TYPE S, M254 TYPE S, AND M47-97 TYPE S, SMOOTH INTERIOR/ANNUAL EXTERIOR. ONLY PERMITTED WHEN SPECIFICALLY INDICATED ON THE CONSTRUCTION DRAWINGS. PIPE SHALL BE INSTALLED IN ACCORDANCE WITH PIPE MANUFACTURER'S INSTALLATION GUIDELINES. PIPE JOINTS AND FITTINGS SHALL BE WATER-TIGHT.
 - ALL STORM DRAINAGE WITHIN THE PUBLIC ROADS SHALL BE CLASS III REINFORCED CONCRETE PIPE UNLESS OTHERWISE NOTED.
 - EXISTING DRAINAGE STRUCTURES TO BE INSPECTED AND REPAIRED AS NEEDED, AND EXISTING PIPES TO BE CLEANED OUT TO REMOVE SILT AND DEBRIS.
 - IF ANY EXISTING STRUCTURES TO REMAIN ARE DAMAGED DURING CONSTRUCTION IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO REPAIR AND/OR REPLACE THE EXISTING STRUCTURE AS NECESSARY TO RETURN IT TO EXISTING CONDITIONS OR BETTER.
 - ALL STORM PIPE ENTERING STRUCTURES SHALL BE GROUDED TO ASSURE CONNECTION AT STRUCTURE IS WATER-TIGHT.
 - PRECAST STRUCTURES MAYBE USED AT CONTRACTORS OPTION.
 - ALL STORM SEWER MANHOLES IN PAVED AREAS SHALL BE FLUSH WITH PAVEMENT, AND SHALL HAVE TRAFFIC BEARING RING & COVERS. MANHOLES IN UNPAVED AREAS SHALL BE 6" ABOVE FINISH GRADE. LIDS SHALL BE LABELED "STORM SEWER".
 - STRUCTURE TOP ELEVATIONS SHOWN HERE ARE APPROXIMATE. CONTRACTOR SHALL ADJUST AS NECESSARY.
 - RM ELEVATIONS AS NOTED ARE TO THE GUTTER FLOW LINE.

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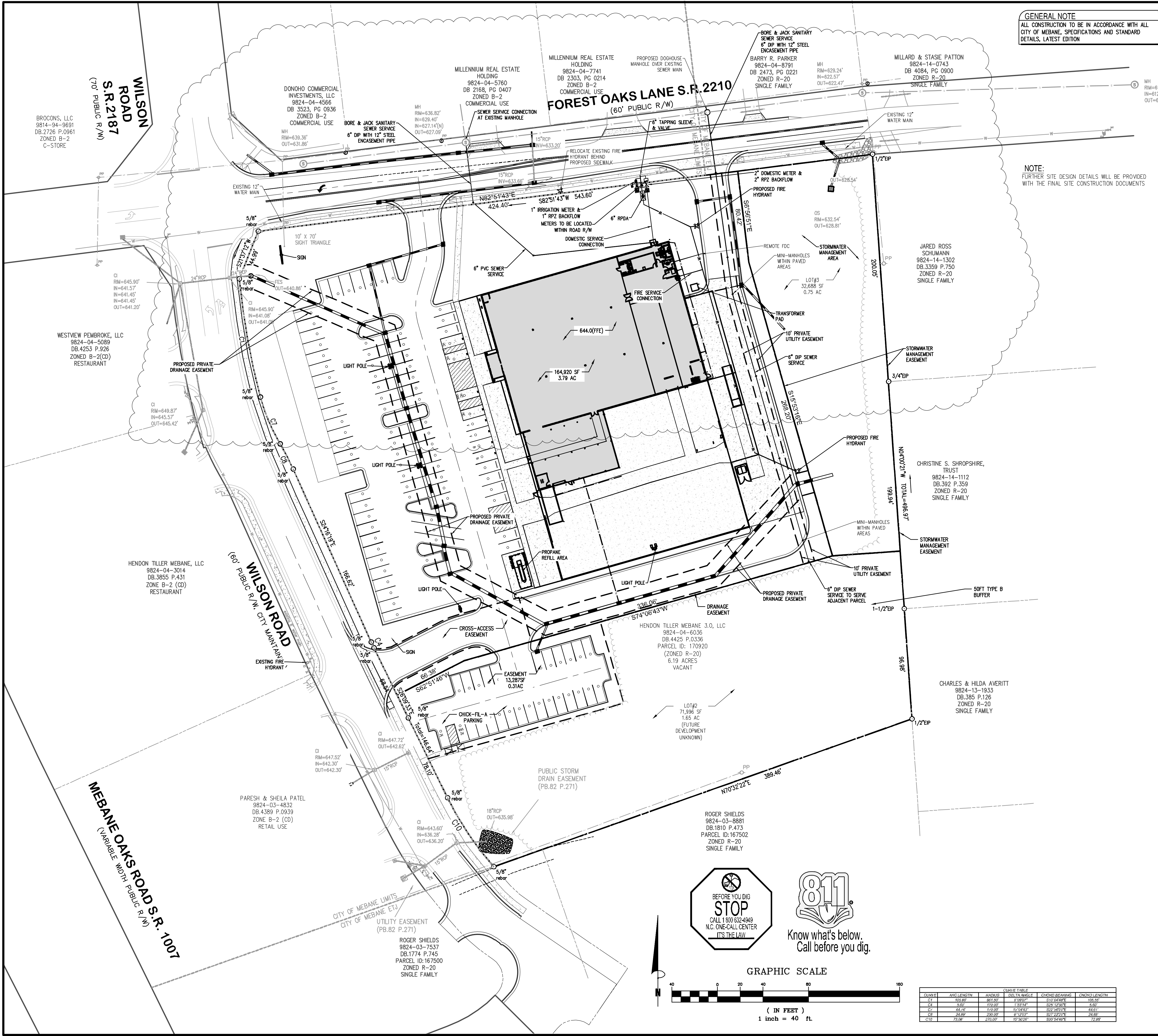
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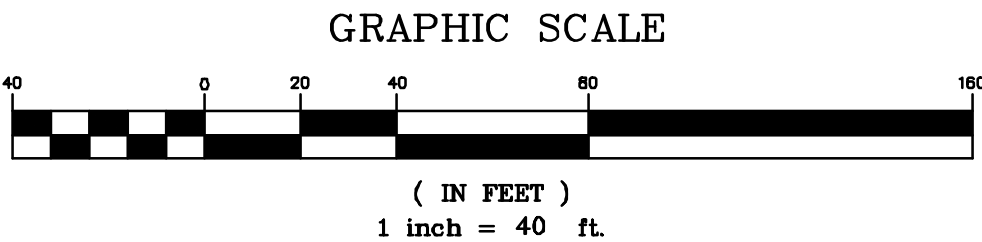
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GENERAL NOTE
ALL CONSTRUCTION TO BE IN ACCORDANCE WITH ALL CITY OF MEBAKE, SPECIFICATIONS AND STANDARD DETAILS, LATEST EDITION

- UTILITY NOTES:
1. ALL WORK SHALL BE DONE IN STRICT ACCORDANCE WITH CITY OF MEBAKE STANDARD DRAWINGS AND SPECIFICATIONS.
 2. IN THE EVENT THAT A UTILITY ITEM IS NOT COVERED BY THESE PLANS, THEN THE STANDARDS AND SPECIFICATIONS CONTAINED IN THE CITY OF MEBAKE PUBLIC UTILITIES DEPARTMENT HANDBOOK COVERING SUCH ITEMS SHALL APPLY.
 3. WATER SERVICES 3/4-INCH TO 2-INCH SHALL BE TYPE "K" SOFT COPPER. ALL OTHER WATER MAINS, SERVICES, AND FITTINGS SHALL BE CEMENT-LINED DUCTILE IRON PIPE PER CITY OF MEBAKE STANDARDS AND SPECIFICATIONS.
 4. GRAVITY SANITARY SEWER MAINS SHALL BE DUCTILE IRON PIPE OR PVC PIPE, AS SPECIFIED IN THESE PLANS AND CITY OF MEBAKE STANDARDS AND SPECIFICATIONS. SANITARY SEWER SERVICES SHALL BE SCHEDULE 40 PVC.
 5. CLEAN-OUT SYMBOLS SHOWN ON THESE PLANS REPRESENT LOCATION OF SURFACE ACCESS POINT. CONTRACTOR SHALL LOCATE WYE APPROPRIATELY BASED ON PIPE DEPTH.
 6. ALL MANHOLES SHALL BE CONSTRUCTED IN ACCORDANCE WITH CITY OF MEBAKE STANDARDS. MANHOLE DIAMETER SHALL VARY DEPENDING ON PIPE DIAMETER AND DEPTH, PER CITY OF MEBAKE STANDARDS.
 7. LOCATIONS AND SIZES OF EXISTING UTILITIES SHOWN ON THESE PLANS WERE TAKEN FROM MAPS PREPARED BY OTHERS. THE CONTRACTOR IS SOLELY RESPONSIBLE FOR FIELD LOCATING ALL UTILITIES AND FOR DAMAGES RESULTING FROM FAILURE TO DO SO.
 8. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING RECORD DRAWINGS TO THE ENGINEER SHOWING THE LOCATION OF WATER AND SEWER SERVICES AND ANY DEVIATIONS FROM PLANS MADE DURING CONSTRUCTION. THE ENGINEER WILL PROVIDE THESE RECORD DRAWINGS TO THE OWNER.
 9. WATER MAINS SHALL HAVE A MINIMUM COVER OF 36" BELOW PROPOSED GRADE.
 10. ALL UNDERGROUND UTILITIES AND FIRE HYDRANTS MUST BE FUNCTIONALLY APPROVED PRIOR TO STRUCTURAL CONSTRUCTION.
 11. THRUST BLOCKS SHALL BE PROVIDED AT ALL BENDS, TEES, AND FIRE HYDRANTS.
 12. DIMENSIONS SHOWN ARE TO CENTERLINE OF PIPE OR FITTING.
 13. ALL WATER AND SANITARY LEADS TO BUILDING SHALL END 5' OUTSIDE THE BUILDING LIMITS AS SHOWN ON PLAN AND SHALL BE PROVIDED WITH A TEMPORARY PLUG AT END.
 14. ALL TRENCHING, PIPE LAYING, AND BACKFILLING SHALL BE IN ACCORDANCE WITH FEDERAL OSHA REGULATIONS. MINIMUM TRENCH WIDTH SHALL BE 2 FEET.
 15. GENERAL CONTRACTOR SHALL HAVE APPROVAL OF ALL GOVERNING AGENCIES HAVING JURISDICTION OVER THIS SYSTEM PRIOR TO INSTALLATION.
 16. ALL FILL MATERIAL IS TO BE IN PLACE, AND COMPACTED BEFORE INSTALLATION OF PROPOSED UTILITIES.
 17. CONTRACTOR SHALL NOTIFY THE WATER AUTHORITY INSPECTORS 72 HOURS BEFORE CONNECTING TO ANY EXISTING LINE.
 18. ALL UTILITIES SHOULD BE KEPT TEN (10') APART (PARALLEL) OR WHEN CROSSING 24" VERTICAL CLEARANCE (OUTSIDE EDGE OF PIPE TO OUTSIDE EDGE OF PIPE).
 19. PRESSURE REDUCING VALVES WILL BE REQUIRED ON THE DOMESTIC WATER MAINS IF THE STATIC PRESSURE AT THE BUILDING EXCEEDS 80PSI.
 20. IN THE EVENT OF A VERTICAL CONFLICT BETWEEN WATERLINES, SANITARY LINES, STORM LINES AND GAS LINES (EXISTING AND PROPOSED), THE SANITARY LINE SHALL BE DUCTILE IRON PIPE WITH MECHANICAL JOINTS AT LEAST 10 FEET ON BOTH SIDES OF CROSSING. THE WATERLINE SHALL HAVE MECHANICAL JOINTS WITH APPROPRIATE THRUST BLOCKING AS REQUIRED TO PROVIDE A MINIMUM OF 24" CLEARANCE. MEETING REQUIREMENTS OF ANSI A21.10 OR ANSI 21.11 (AWWA C-151) (CLASS 50).
 21. DRAWINGS DO NOT PURPORT TO SHOW ALL EXISTING UTILITIES. EXISTING UTILITIES SHALL BE VERIFIED IN FIELD PRIOR TO INSTALLATION OF ANY NEW LINES.
 22. CONTRACTOR IS RESPONSIBLE FOR COMPLYING TO THE STANDARDS AND SPECIFICATIONS OF THE CITY OF MEBAKE WITH REGARDS TO MATERIALS AND INSTALLATION OF THE WATER AND SEWER LINES.
 23. THE CONTRACTOR IS SPECIFICALLY CAUTIONED THAT THE LOCATION AND/OR ELEVATION OF EXISTING UTILITIES OR UTILITIES BY OTHERS AS SHOWN ON THESE PLANS IS BASED ON RECORDS OF THE VARIOUS UTILITY COMPANIES, AND WHERE POSSIBLE, MEASUREMENTS TAKEN IN THE FIELD. THE INFORMATION IS NOT TO BE RELIED ON AS BEING EXACT OR COMPLETE. THE CONTRACTOR MUST CALL THE APPROPRIATE UTILITY COMPANIES AT LEAST 72 HOURS BEFORE ANY EXCAVATION TO REQUEST EXACT FIELD LOCATION OF UTILITIES. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO RELOCATE ALL EXISTING UTILITIES WHICH CONFLICT WITH THE PROPOSED IMPROVEMENTS SHOWN ON THE PLANS.
 24. ALL CONSTRUCTION METHODS & MATERIALS SHALL CONFORM WITH THE CURRENT SPECIFICATIONS AND STANDARDS OF THE AMERICAN WATER WORKS ASSOCIATION (AWWA). THE AWWA CONSTRUCTION STANDARDS ARE SET FORTH IN THEIR CONSTRUCTION SPECIFICATIONS AND STANDARD FOR WATER AND SANITARY SEWERAGE FACILITIES, A COPY OF WHICH MUST BE PURCHASED FROM THE AWWA BY THE CONTRACTOR AND KEPT AT THE JOB SITE AT ALL TIMES. REFERENCE TO NCDOT SHALL MEAN THE CURRENT STANDARDS AND/OR SPECIFICATIONS OF THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION.
 25. THE CONTRACTOR SHALL BE REQUIRED TO EXCAVATE BELOW PLAN GRADE ANY MATERIALS WHICH ARE UNSUITABLE FOR FOUNDATIONS, SUB GRADES, PIPE TRENCH BOTTOMS OR OTHER PURPOSES AND BACKFILL THESE AREAS WITH AN APPROVED MATERIAL. THE EXTENT OF UNDERCUTTING AND BACKFILLING SHALL BE DETERMINED BY THE CITY OF MEBAKE AS TO AREAS WITHIN STREET RIGHT-OF-WAY AND THE ENGINEER IN OTHER AREAS. COMPENSATION SHALL BE AS SET FORTH IN THE CONTRACT DOCUMENTS.
 26. A MINIMUM VERTICAL SEPARATION OF 24" SHALL BE MAINTAINED BETWEEN SANITARY SEWER & WATER LINES AND A FULL JOINT OF WATER LINE PIPE SHALL BE CENTERED WHERE WATER LINE CROSSES OVER SANITARY SEWER. WHERE CLEARANCE IS LESS THAN 18" BUT GREATER THAN 12", SANITARY SEWER SHALL BE PRESSURE TESTED DUCTILE IRON PIPE 10' FROM WATER-MAIN. WHEN WATER LINE CROSSES UNDER SANITARY SEWER, 18" MINIMUM CLEARANCE MUST BE MAINTAINED, AND SANITARY SEWER SHALL BE PRESSURE TESTED DUCTILE IRON PIPE 10' FROM WATER-MAIN.
 27. ALL WATERLINES SHALL HAVE BURIED WITH THE PIPE # 12 COATED ELECTRIC WIRE AND BROUGHT UP INTO THE METER BOXES.
 28. THE CONTRACTOR SHALL PROVIDE A SURVEY AS-BUILT RECORD DRAWING OF THE SANITARY SEWER SYSTEM AND THE WATER DISTRIBUTION SYSTEM IN ACCORDANCE WITH THE REQUIREMENTS OF THE CITY OF MEBAKE UTILITY DEPARTMENT.



LINE/VE	ANGLE LENGTH	PLACEMENT	DETAILED TABLE	CONTOUR BEARING	CONTOUR LENGTH
CT	100.00'	861.50'	0.000000	0.000000	100.00'
CE	100.00'	100.00'	1.570800	0.000000	100.00'
CT	44.44'	140.00'	15.70463	0.000000	44.44'
CE	88.89'	280.00'	0.000000	0.000000	88.89'
CT	77.78'	270.00'	15.70463	0.000000	77.78'

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TSC

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UTILITY PLAN

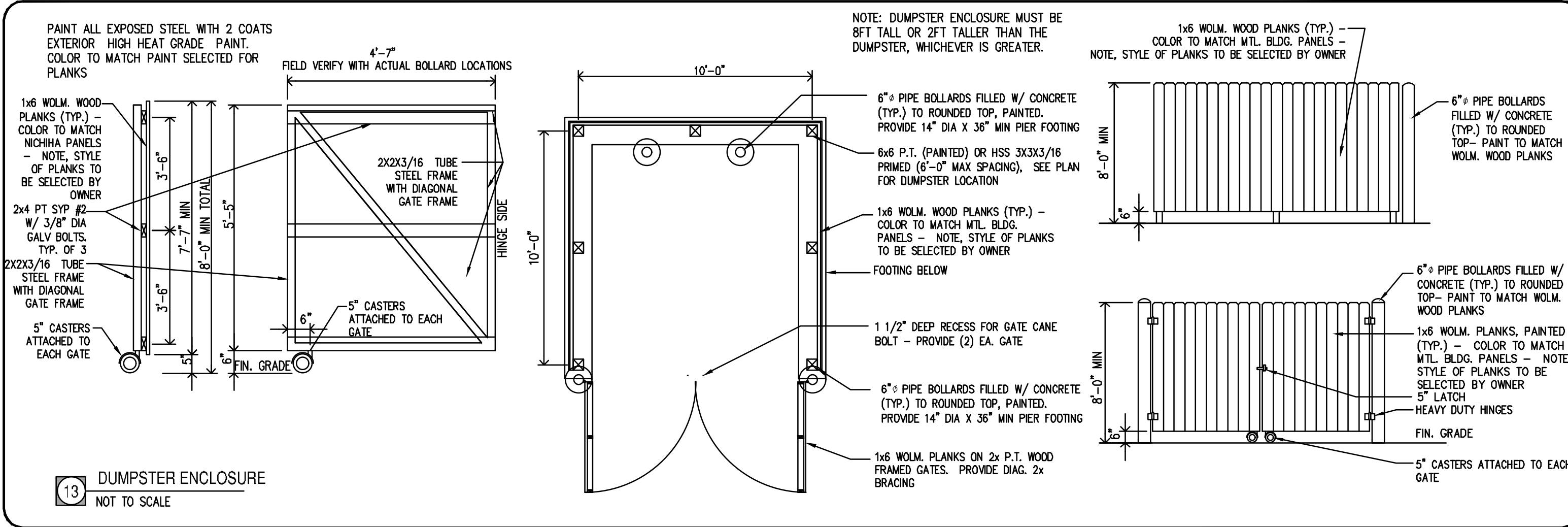
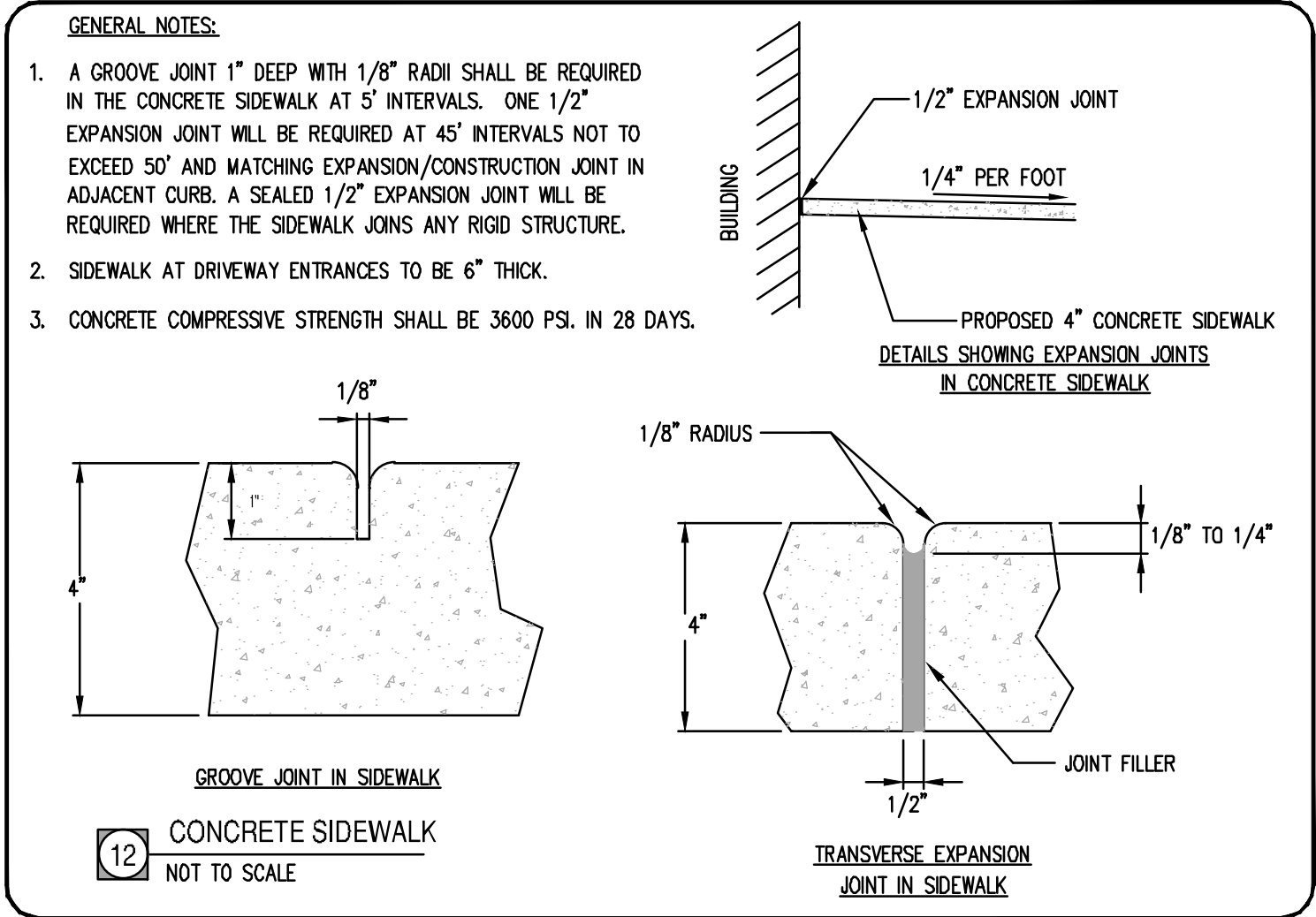
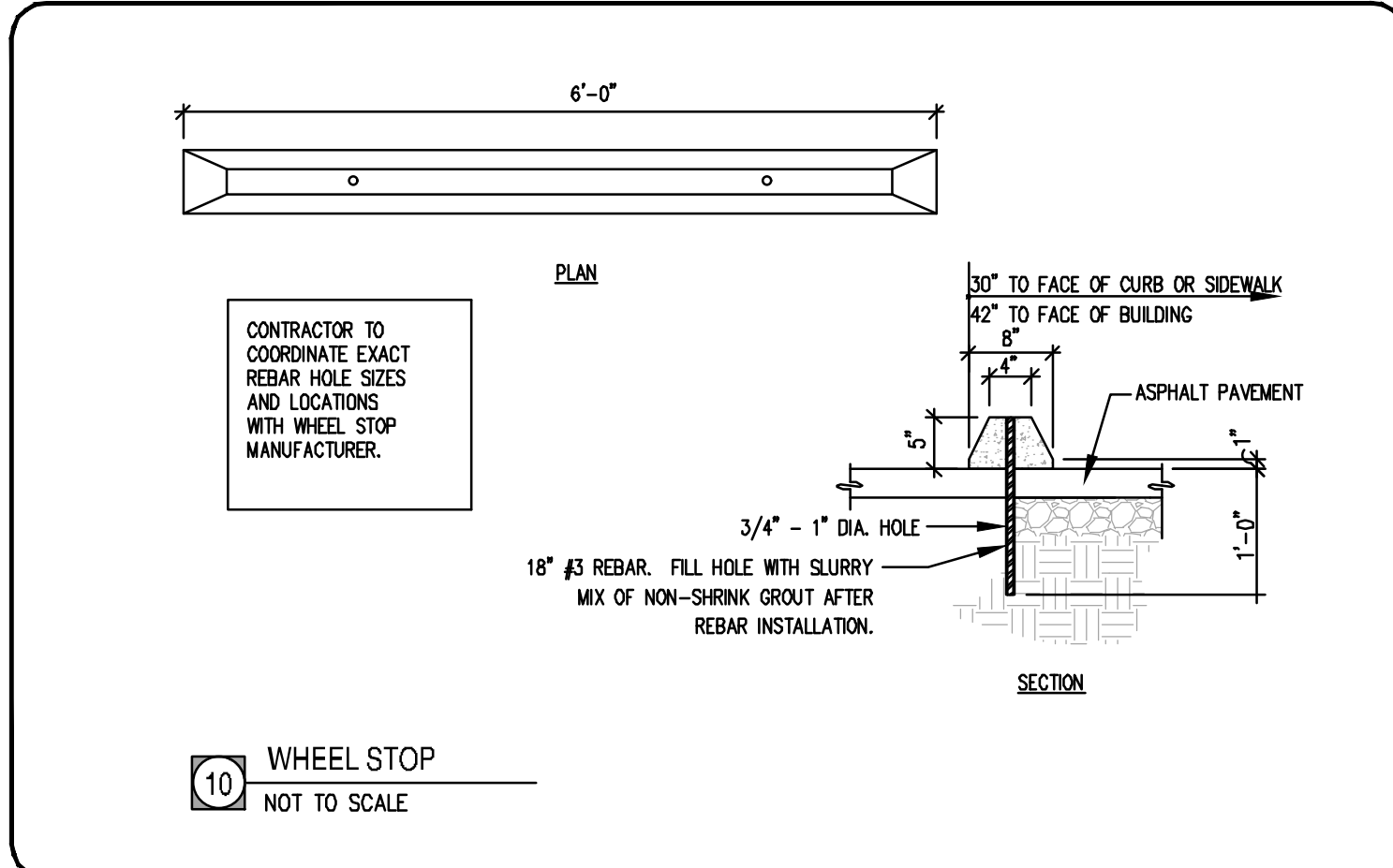
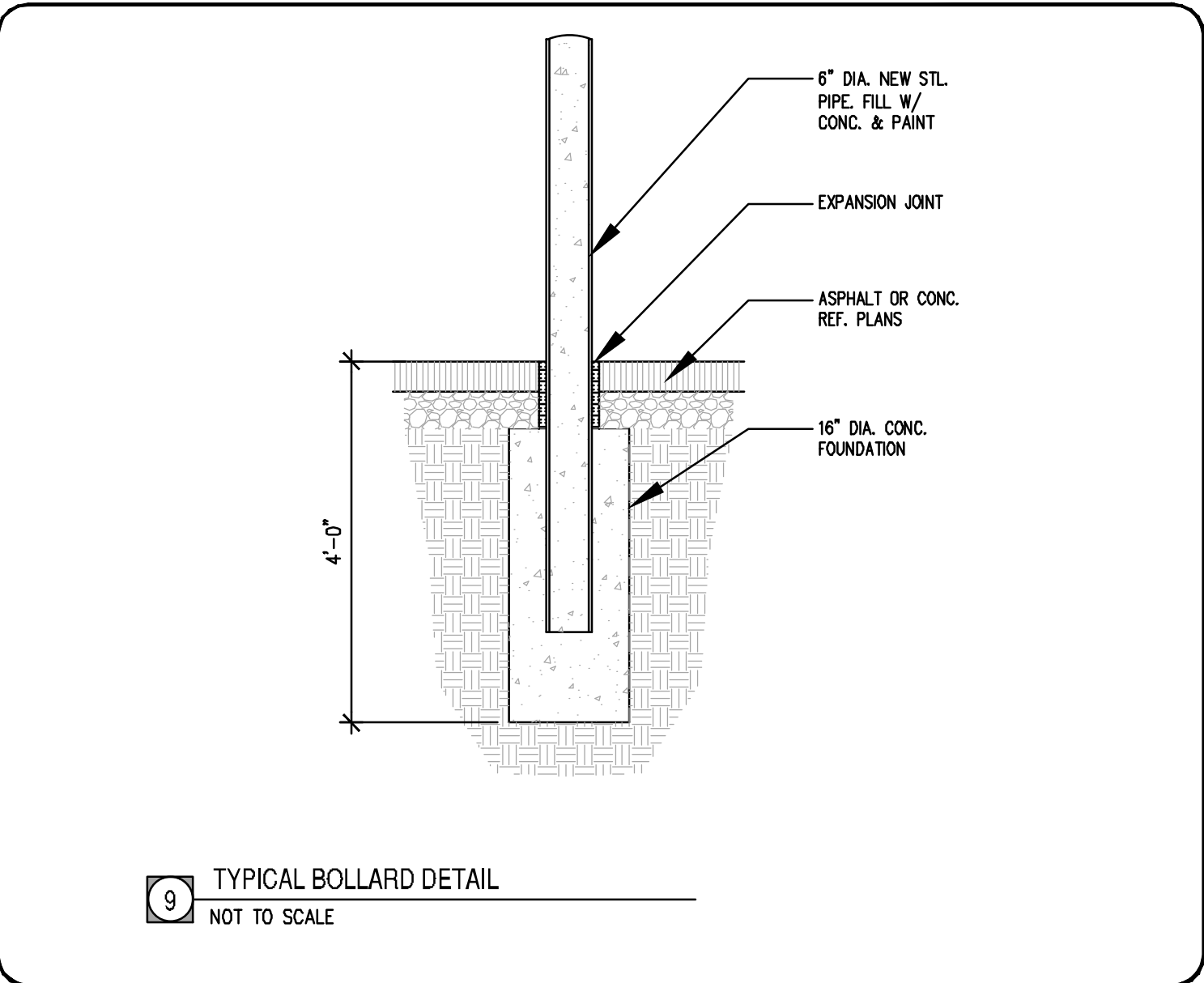
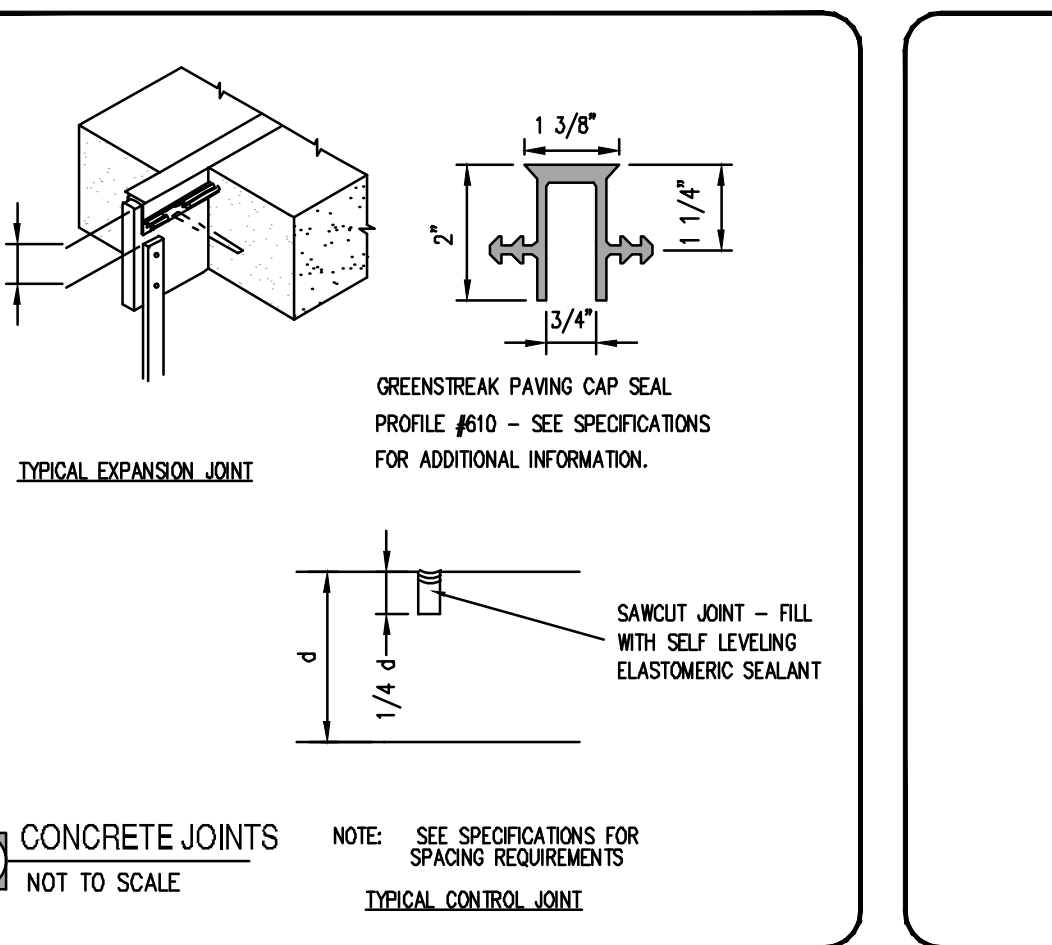
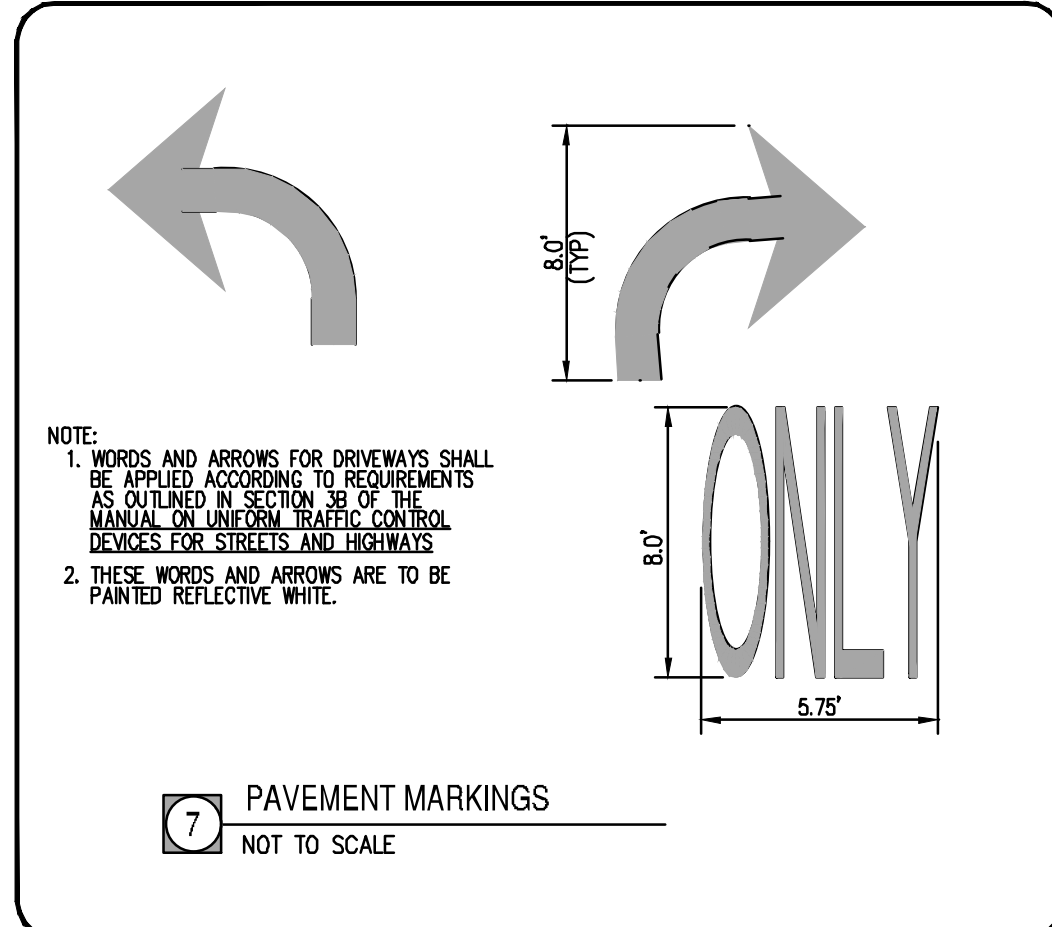
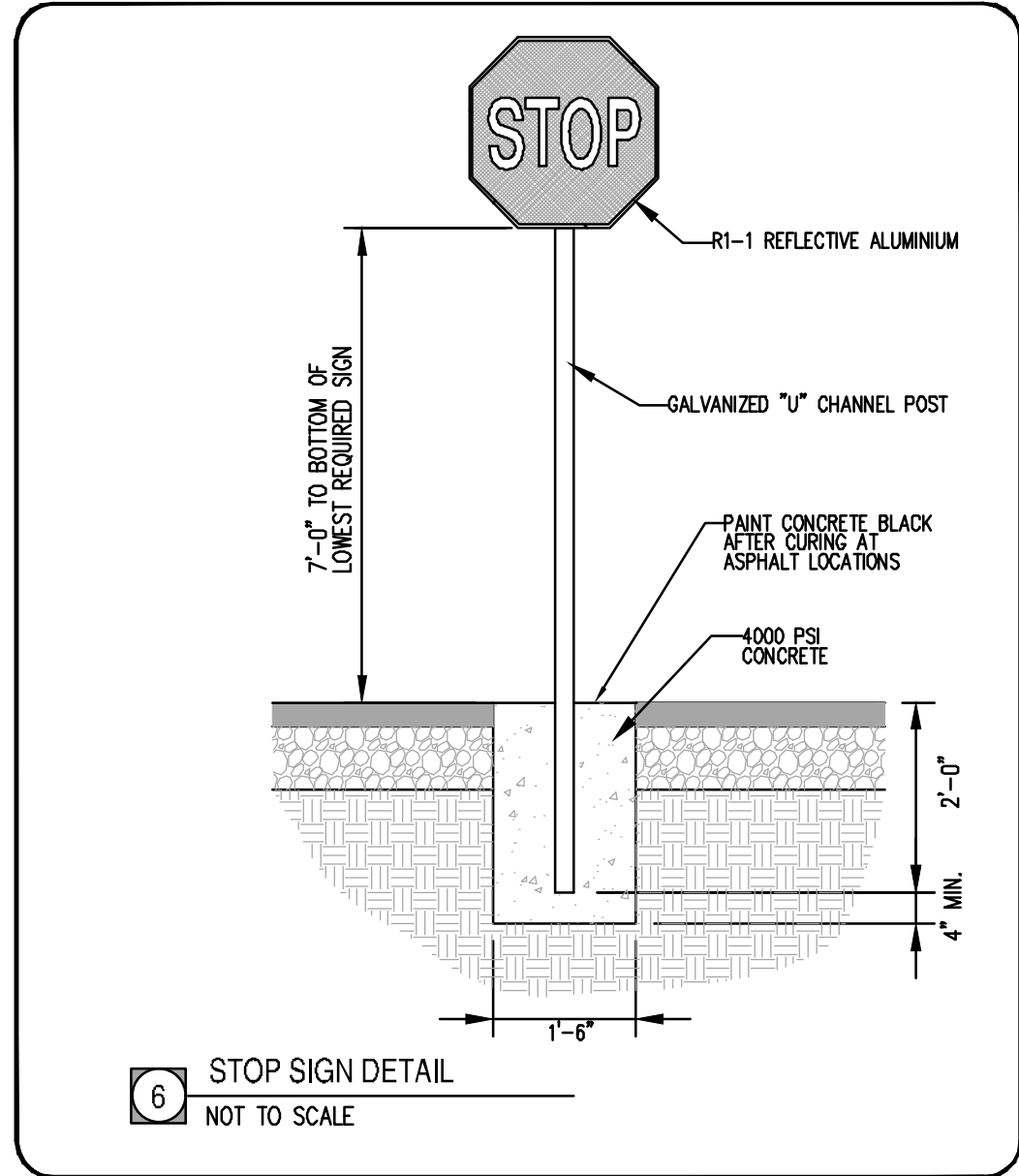
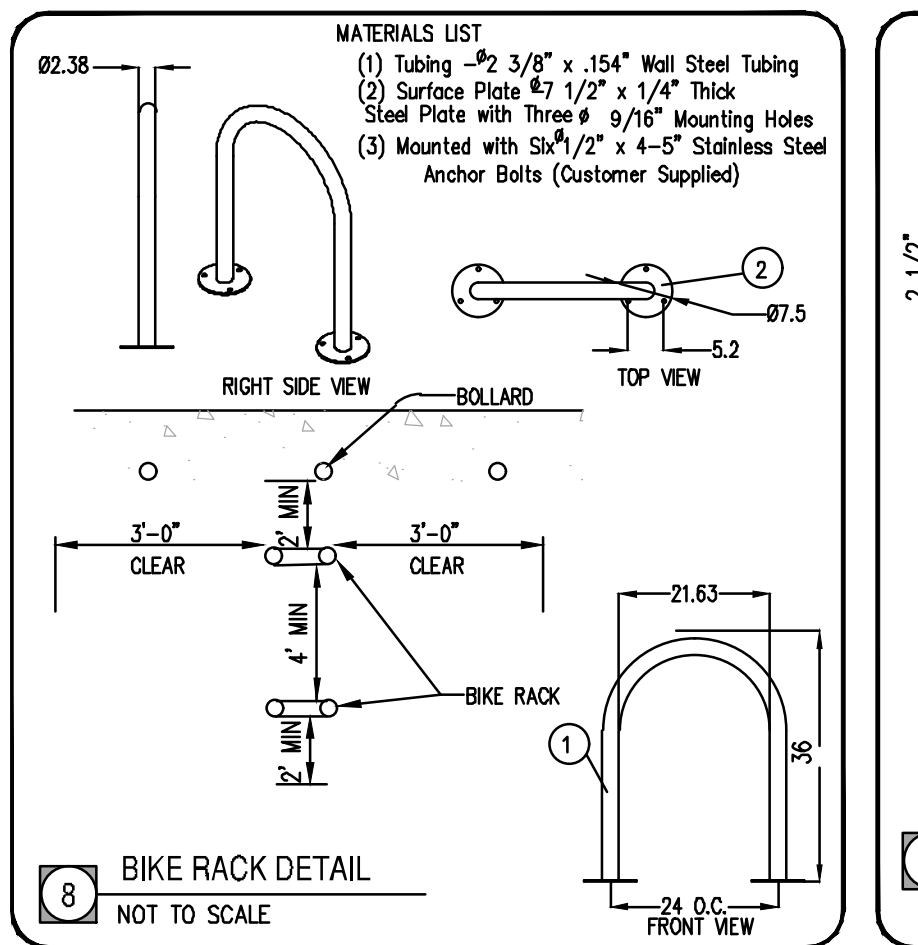
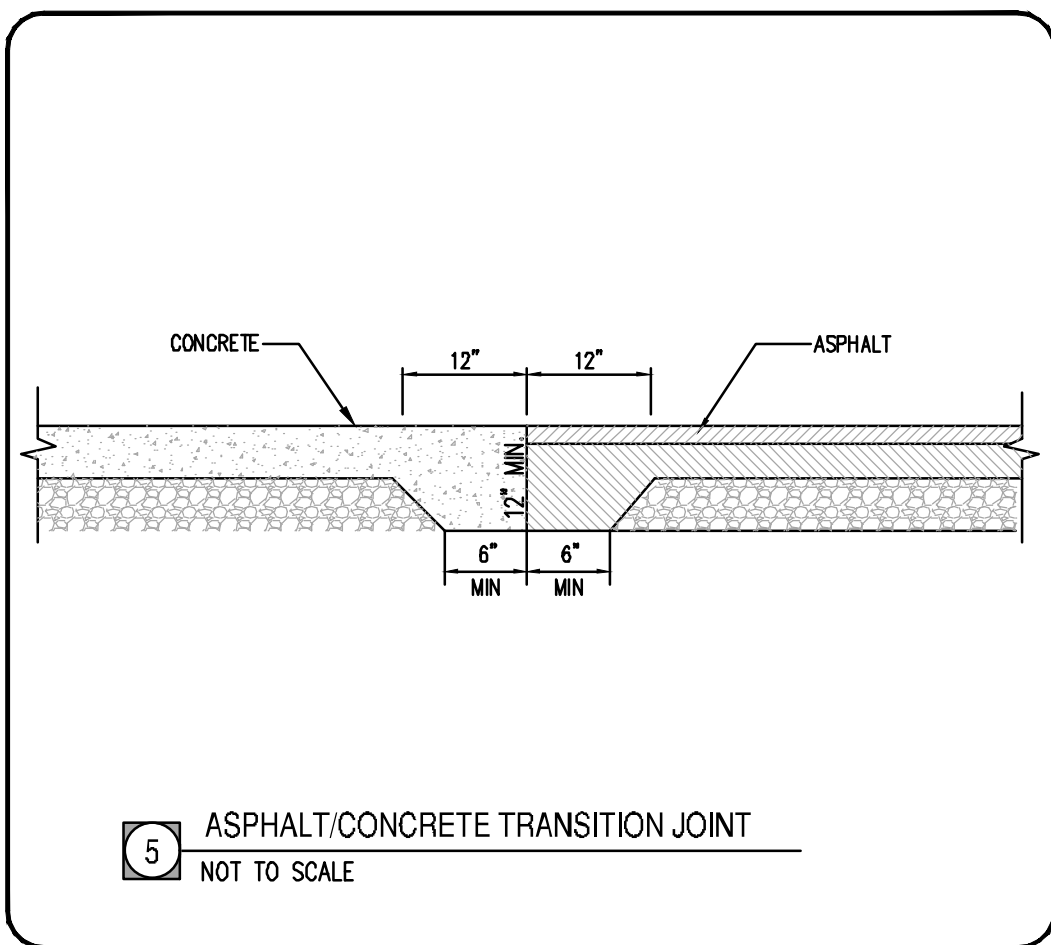
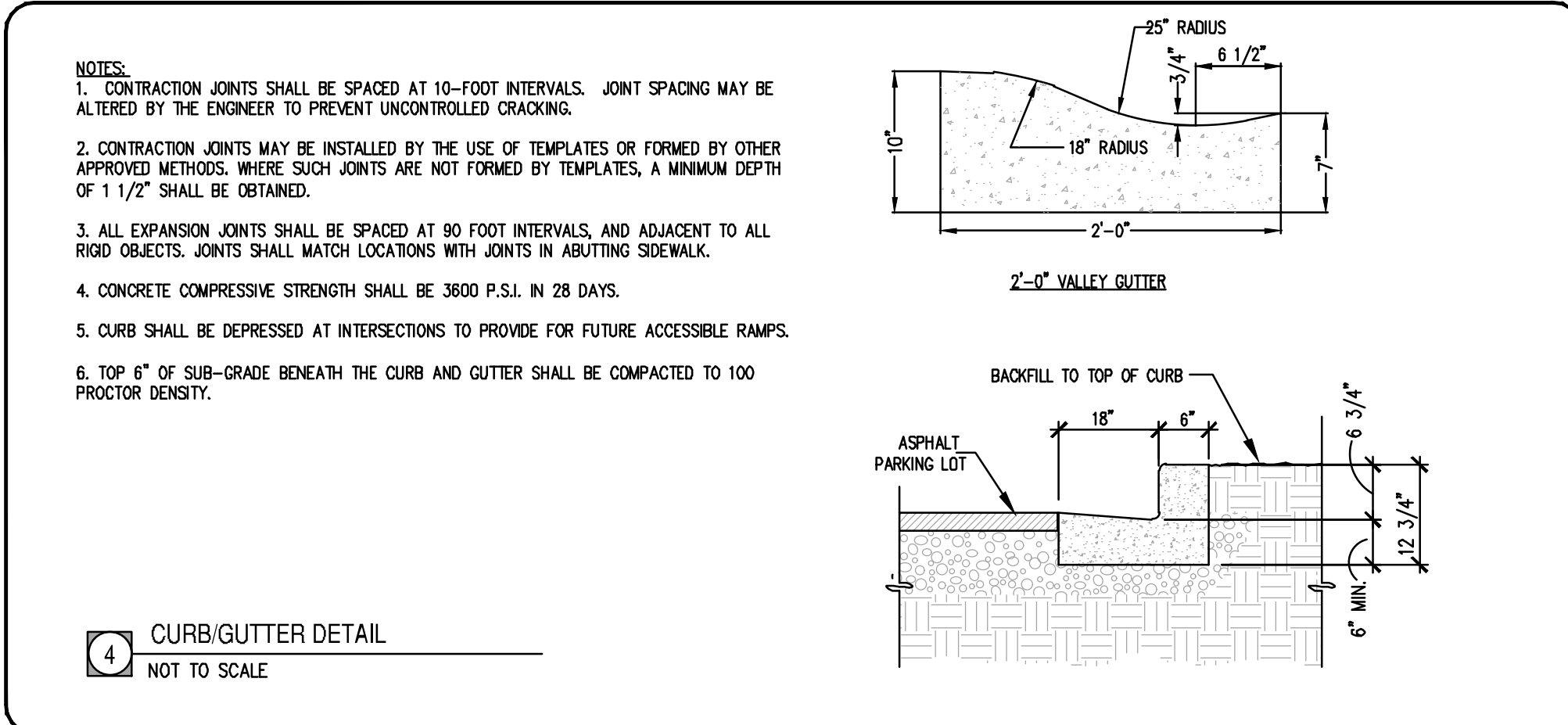
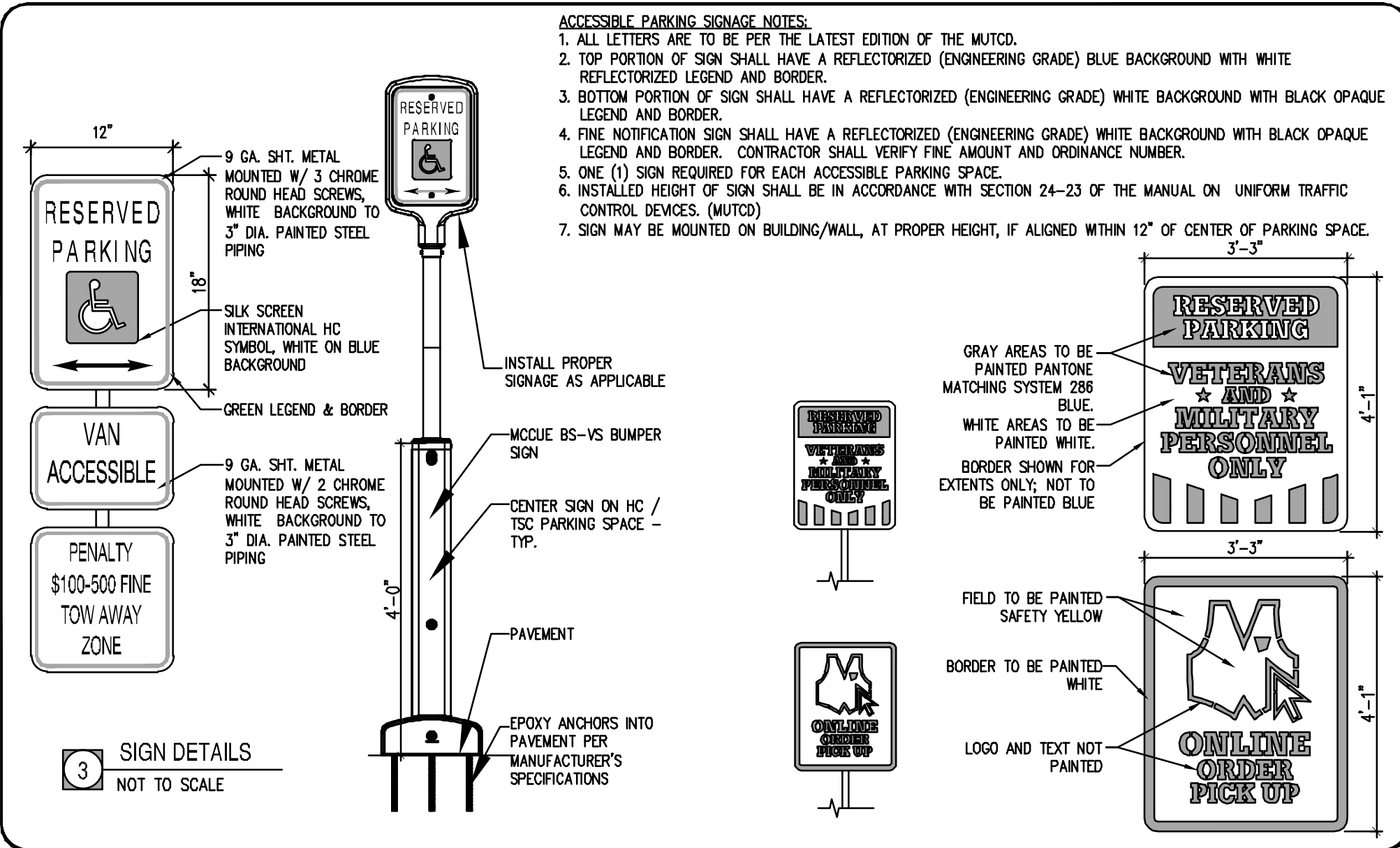
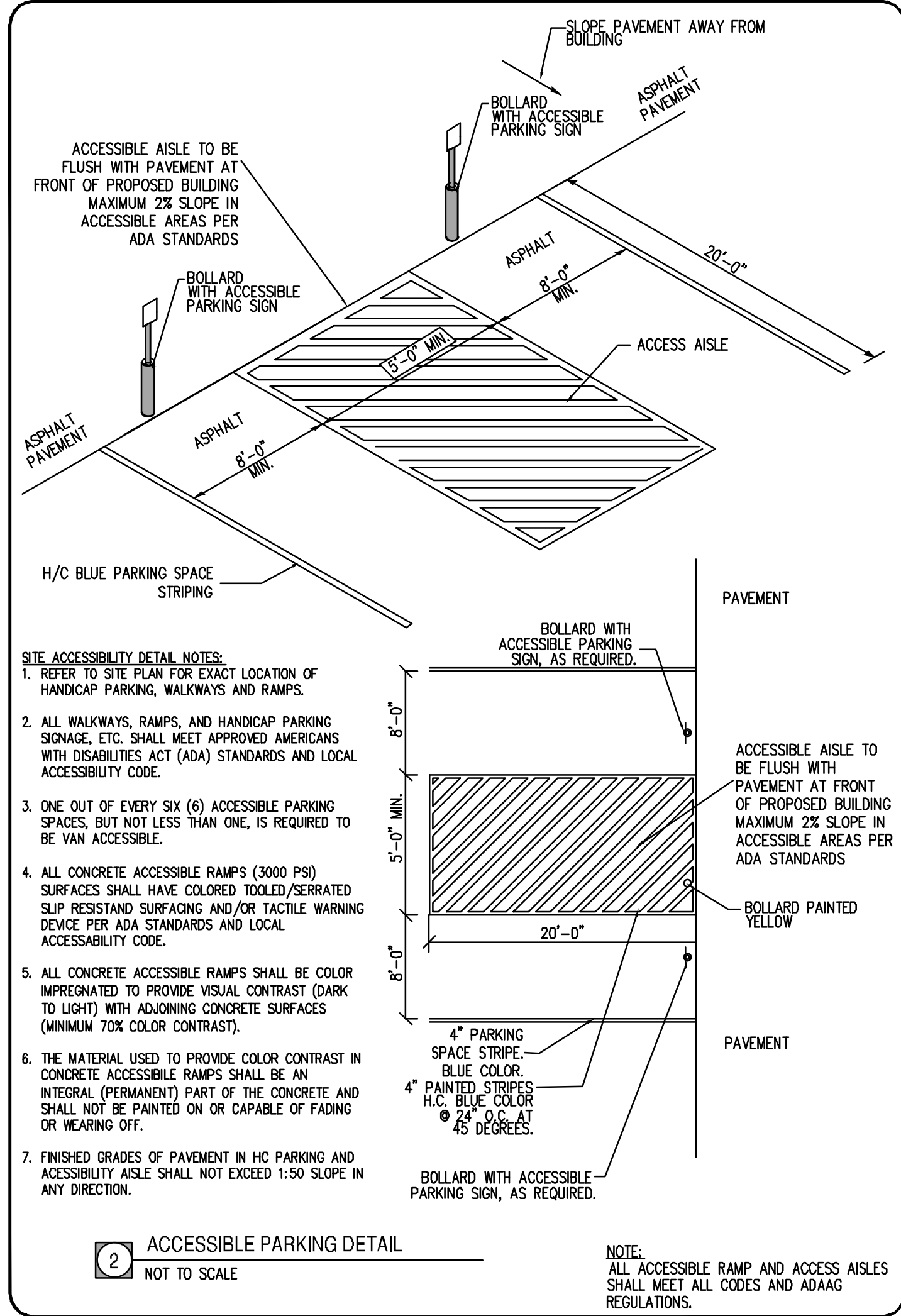
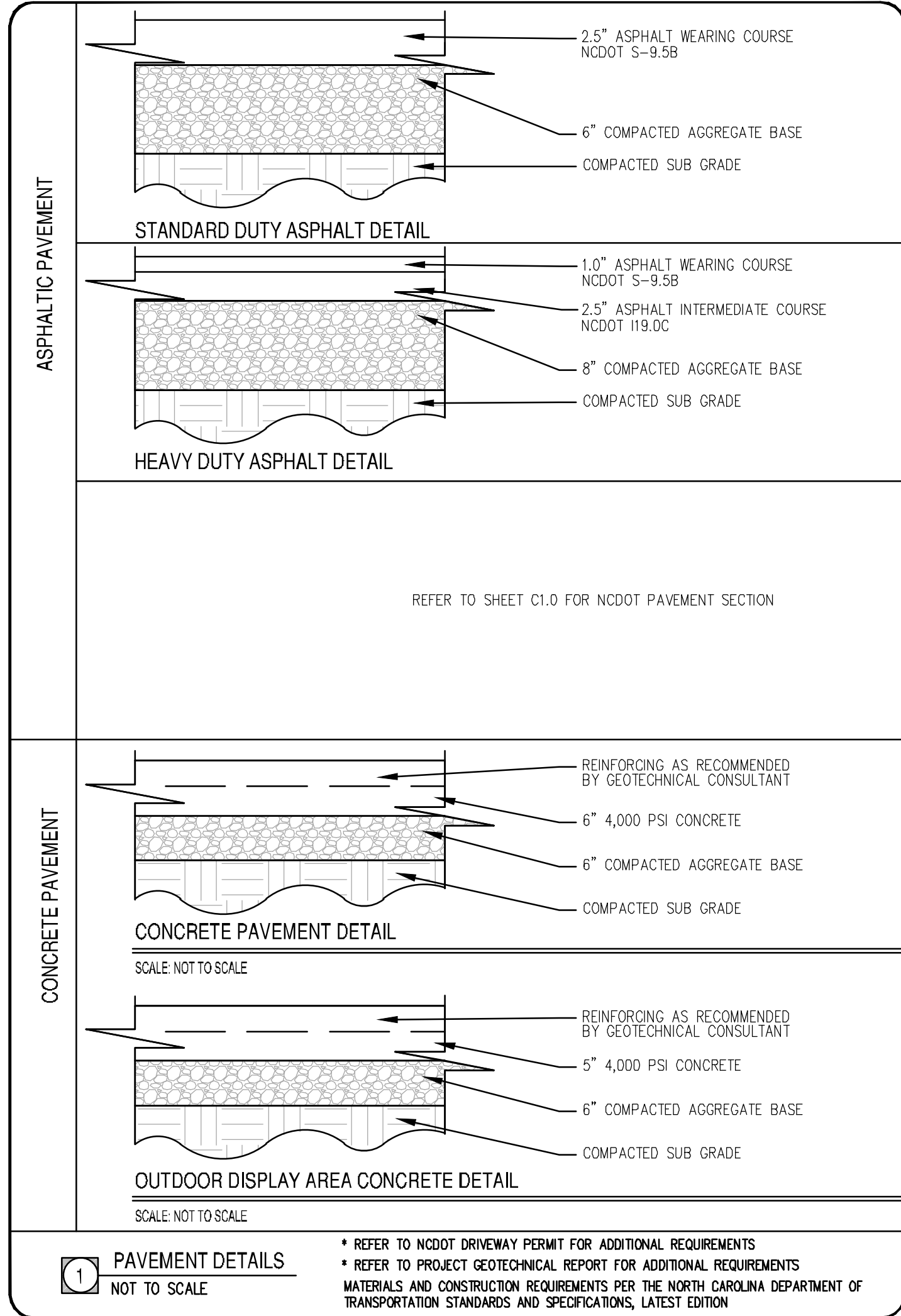
Tractor Supply
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SHEET **C5.0**



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TSC
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CONSTRUCTION DETAILS

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SHEET **C6.0**

CURVE	ARC LENGTH	RADIUS	DELTA ANGLE	CHORD BEARING	CHORD LENGTH
C1	106.68'	60.160'	77.007°	S10°34'48"E	106.68'
C2	6.80'	110.00'	1°53'14"	S89°12'58"E	6.80'
C3	48.20'	110.00'	1°53'14"	S89°12'58"E	48.20'
C4	24.80'	200.00'	6°12'00"	S87°22'31"E	24.80'
C5	21.00'	200.00'	6°12'00"	S87°22'31"E	21.00'

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MILLENNIUM REAL ESTATE HOLDING
9824-04-7741
DB 2303, PG 0214
ZONED B-2
COMMERCIAL USE

FOREST OAKS LANE S.R.2210
(60' PUBLIC R/W)

BARRY R. PARKER
9824-04-8791
DB 2473, PG 0221
ZONED R-20
SINGLE FAMILY

MILLARD & STASIE PATTON
9824-14-0743
DB 4084, PG 0900
ZONED R-20
SINGLE FAMILY

JARED ROSS SCHUMANN
9824-14-1302
DB.3359 P.750
ZONED R-20
SINGLE FAMILY

CHRISTINE S. SHROPSHIRE, TRUST
9824-14-1112
DB.392 P.359
ZONED R-20
SINGLE FAMILY

CHARLES & HILDA AVERITT
9824-13-1933
DB.385 P.126
ZONED R-20
SINGLE FAMILY

HENDON TILLER MEBANE 3.0, LLC
9824-04-6036
DB.4425 P.0336
PARCEL ID: 170920
(ZONED R-20)
6.19 ACRES
VACANT

LOT#2
71,996 SF
1.63 AC
(FUTURE DEVELOPMENT UNKNOWN)

ROGER SHIELDS
9824-03-8081
DB.1810 P.473
PARCEL ID:167502
ZONED R-20
SINGLE FAMILY

ROGER SHIELDS
9824-03-7537
DB.1774 P.745
PARCEL ID:167500
ZONED R-20
SINGLE FAMILY

PARESH & SHEILA PATEL
9824-03-4832
DB.4369 P.0935
ZONE B-2 (CD)
RETAIL USE

HENDON TILLER MEBANE, LLC
9824-04-3014
DB.3855 P.431
ZONE B-2 (CD)
RESTAURANT

WESTVIEW PEMBROKE, LLC
9824-04-5089
DB.4253 P.926
ZONED B-2(CD)
RESTAURANT

BROCONS, LLC
9814-94-9691
B.2726 P.0961
ZONED B-2
C-STORE

GENERAL LANDSCAPE NOTES:

- ANY DISTURBED AREAS NOT SCHEDULED FOR HARDSCAPE, PLANTINGS, OR MULCH SHALL BE SEEDED LAWN.
- NO PLANT SUBSTITUTIONS ARE PERMITTED WITHOUT WRITTEN APPROVAL OF THE OWNERS REPRESENTATIVE.
- ALL PLANT AND BED LINE LOCATIONS SHALL BE STAKED IN THE FIELD AND APPROVED BY THE THE OWNER'S REPRESENTATIVE PRIOR TO INSTALLATION.
- ALL PLANTINGS SHALL BE INSTALLED WITH THE SPECIFIED LAYER OF MULCH. REFERENCE DETAILS AND SPECIFICATIONS FOR DEPTH AND TYPE OF MULCH. ALL TREES AND SHRUBS SHALL BE PLANTED IN MULCH BEDS AND SHALL BE SEPARATED FROM TURF GRASS AREAS.
- GRASS COVERAGE TO EXTEND FROM PROPERTY LINES TO BACK OF CITY SIDEWALKS AND/OR CURBS.
- MINIMUM TREE SIZE AT PLANTING IS 2" CALIPER (FOR SINGLE STEM TREES). ALL MULTI-STEM PLANTS MUST BE TREE FORM, MAXIMUM 3 TO 5 TRUNKS, AND MINIMUM 8 FEET TALL.
- ALL STRAPPING AND TOP 2/3 OF WIRE BASKET MUST BE CUT AWAY AND REMOVED FROM ROOT BALL PRIOR TO BACKFILLING PLANTING PIT. REMOVE TOP 1/3 OF THE BURLAP FROM ROOT BALL.
- FOR NEW PLANTING AREAS, REMOVE ALL PAVEMENT, GRAVEL SUB-BASE AND CONSTRUCTION DEBRIS; REMOVE COMPACTED SOIL AND ADD 18" NEW TOPSOIL, OR TILL AND AMEND THE TOP 18" OF EXISTING SOIL TO MEET TOPSOIL/PLANTING MIX STANDARDS FOR TREES.
- LARGE MATURING TREES MAY NOT BE PLANTED WHERE THERE ARE OVERHEAD DISTRIBUTION OR TRANSMISSION LINES. IF TREES CONFLICT WITH POWER LINES OR SIGNS, CALL URBAN FORESTER TO RESOLVE BEFORE PLANTING.
- ADJUST TREE PLANTING LOCATIONS TO AVOID UNDERGROUND UTILITIES. PLANT 15' FROM ALL UNDERGROUND UTILITIES (SEWER AND STORM DRAINAGE, GAS, WATER, PHONE, AND ELECTRICAL LINES.)
- ATTENTION LANDSCAPER: NOTIFY OWNER OF ANY SIGN, POWER LINE, OR OTHER CONFLICTS BEFORE PLANTING NEW TREES.

LANDSCAPING NOTES:

- CONTRACTOR SHALL BE RESPONSIBLE FOR COMPLETING ALL REQUIRED LANDSCAPING FOR THE ENTIRE SITE, TO INCLUDE BUT NOT LIMITED TO: SOODED/SEEDED AREAS, SHRUB BEDS, PARKING LOT ISLANDS, ROADSIDE SIGN BASE(S) AND MONUMENT PLANTERS.
- CONTRACTOR SHALL COMPLY WITH ALL APPLICABLE CODES AND ORDINANCES REGARDING LANDSCAPING.
- IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO ESTABLISH A HEALTHY STAND OF GRASS ON ALL SEEDED AREAS.
- IN THE EVENT THAT PLANTING BEDS AND MULCH ARE REQUIRED, THE CONTRACTOR SHALL INSTALL BLACK FABRIC WEED BLOCK LANDSCAPE MESH UNDER THE MULCH TO PREVENT WEED GROWTH.
- CONTRACTOR SHALL PROVIDE NATURAL TOPSOIL THAT IS FERTILE, FRIABLE, WITHOUT MIXTURE OF SUBSOIL MATERIALS, AND OBTAINED FROM A WELL DRAINED, AVAILABLE SITE. IT SHALL NOT CONTAIN SUBSTANCES WHICH MAY BE HARMFUL TO PLANT GROWTH. TOPSOIL SHALL BE SCREENED AND FREE FROM CLAY, LUMPS, STONES, ROOTS, PLANTS, OR SIMILAR SUBSTANCES 1" OR MORE IN DIAMETER, DEBRIS, OR OTHER OBJECTS WHICH MIGHT BE A HINDERANCE TO PLANTING OPERATIONS. TOPSOIL SHALL CONTAIN AT LEAST 4-6% ORGANIC MATTER BY WEIGHT AND HAVE A PH RANGE OF 5.5 TO 7.0.
- CONTRACTOR SHALL BE RESPONSIBLE FOR THE WATERING AND THE MAINTENANCE OF ALL LANDSCAPED AREAS UNTIL THE LATER OF: (a) THIRTY (30) DAYS FOLLOWING THE PLANTING OF THE GRASS AND SHRUBS, OR (b) THE DATE THAT BUILDINGS OPEN FOR BUSINESS TO THE PUBLIC.
- GENERAL CONTRACTOR IS TO CLEAN ENTIRE SITE OF ALL CONSTRUCTION DEBRIS AND RAKE ALL GRASS AREAS.
- PROVIDE LANDSCAPE PLANTS TO OWNER AND AS REQUIRED BY LOCAL JURISDICTION TO THE BLDG. DEPT. FOR REVIEW AND APPROVAL PRIOR TO START OF WORK.
- ALL LANDSCAPING, TRESS, SHRUBS, ETC. SHALL NOT INTERFERE WITH THE VISIBILITY OF PROJECT SIGNAGE
- CONTRACTOR TO VERIFY QUANTITIES PRIOR TO COMMENCING WORK.
- OPEN AREAS WITHIN PLANTING BEDS SHALL BE MULCHED.

IRRIGATION NOTE:

IRRIGATION SYSTEM TO BE A DESIGN-BUILD SYSTEM PROVIDED BY THE CONTRACTOR. IRRIGATION HEADS TO BE A MINIMUM OF 3" FROM EDGE OF CURB LINE. ALL LANDSCAPE BEDS TO HAVE CUT EDGE OR COMMERCIAL EDGING MATERIAL INSTALLED FULLY SEPARATING THE MULCH BED FROM ADJACENT LAWN AREA. ANY TREES OVER 2" CALIPER MUST BE STAKED AND TIED.

GENERAL NOTE

ALL CONSTRUCTION TO BE IN ACCORDANCE WITH ALL CITY OF M

SURVEYOR'S CERTIFICATE
I, ROBERT S. JONES, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (DEED DESCRIPTION RECORDED IN BOOK 4425, PAGE 338) THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND IN BOOK _____ PAGE _____ THAT THE RATIO OF PRECISION AS CALCULATED IS 1:10000+; AND THAT THIS MAP MEETS THE REQUIREMENTS OF THE STANDARDS OF PRACTICE FOR LAND SURVEYING IN NORTH CAROLINA (21 NCAC 56.1600). THIS MAP WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED.

AND THAT:
NC GS 47-30 (f)(11)(g) 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.

WITNESS MY ORIGINAL SIGNATURE, REGISTRATION NUMBER AND SEAL
THIS _____ TH DAY OF _____, 2023.

PROFESSIONAL LAND SURVEYOR

L-3939

REGISTRATION NUMBER

PRELIMINARY PLAT
NOT FOR RECORDATION, CONVEYANCE, OR SALES.

CERTIFICATE OF OWNERSHIP AND DEDICATION (MAJOR SUBDIVISION)

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 _____ TO _____ 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 _____ AND 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.

BOOK NO. _____ PAGE NO. _____

OWNER _____ DATE _____

OWNER _____ DATE _____

NORTH CAROLINA _____ COUNTY _____

I, _____, A NOTARY PUBLIC OF THE COUNTY AND STATE AFORESAID, DO HEREBY CERTIFY THAT _____ PERSONALLY APPEARED BEFORE ME THIS DAY AND ACKNOWLEDGED THE EXECUTION OF THE FOREGOING INSTRUMENT. WITNESS MY HAND AND OFFICIAL SEAL THIS _____ DAY OF _____, 2023.

NOTARY PUBLIC

MY COMMISSION EXPIRES _____

CERTIFICATE OF FINAL MAJOR SUBDIVISION PLAT APPROVAL AND ACCEPTANCE OF DEDICATION

I, _____, THE CITY CLERK OF MEBANE, NORTH CAROLINA, DO CERTIFY THAT THE CITY OF MEBANE APPROVED THIS PLAT OR MAP AND ACCEPTED THE DEDICATION OF THE STREETS, EASEMENTS, 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 ALAMANCE

I, _____, REVIEW OFFICER OF ALAMANCE COUNTY, CERTIFY THAT THE MAP OR PLAT TO WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.

REVIEW OFFICER

ALAMANCE COUNTY

DATE _____

LEGEND

These standard symbols will be found in the drawing.

UTILITY POLE.....

EXISTING IRON ROD.....

PK NAIL.....

EXISTING IRON PIPE.....

5/8" REBAR SET.....

STONE FOUND.....

CONCRETE MONUMENT.....

COMPUTED POINT.....

OVERHEAD ELECTRIC..... E _____ E _____

RIGHT OF WAY.....

50 0 25 50 100 200

GRAPHIC SCALE

LINE	BEARING	DISTANCE
L1	S21°37'12"W	31.89'
L2	S21°37'12"W	13.10'
L3	S07°08'17"E	16.34'
L4	S02°06'53"W	30.16'
L5	S02°04'56"W	18.09'
L6	S04°10'10"E	2.02'
L7	N04°10'10"W	218.05'
L8	S26°09'52"E	23.35'
L9	S59°21'44"E	35.87'
L11	N85°32'52"E	70.20'
L12	N85°32'52"E	18.48'
L13	N62°51'46"E	66.38'
L14	S66°52'06"E	43.11'
L15	S66°52'06"E	92.25'
L16	S66°52'06"E	120.86'
L17	S15°10'58"E	217.90'
L18	S15°10'58"E	218.81'
L19	S62°33'35"E	103.61'
L20	S62°33'35"E	86.89'
L21	N74°06'43"E	158.95'
L22	N74°06'43"E	145.38'
L23	N42°40'55"E	108.18'
L24	N42°40'55"E	108.45'
L25	N75°31'05"E	10.34'
L26	N75°31'05"E	15.75'
L27	N62°51'01"E	53.08'
L28	N74°06'43"E	3.37'
L29	N15°53'17"W	40.30'
L30	S74°06'43"W	55.90'
L31	S63°03'40"W	49.70'
L32	N63°02'27"E	48.00'

NGS MON.
"HAWFIELDS"
N: 840044.20'
E: 1909650.81'
(COMBINED FACTOR: 0.9999453)

NOTES:

1. ALL DISTANCES ARE HORIZONTAL GROUND DISTANCES UNLESS OTHERWISE NOTED.
2. NO NGS MONUMENTS FOUND WITHIN 2000' OF THIS PROPERTY
3. NOTHING OBSERVED IN THE COURSE OF THIS SURVEY DEPICTING CEMETERIES, WETLANDS, HAZARDOUS MATERIALS SITES, UNDERGROUND UTILITIES, OR ANY OTHER FEATURES ABOVE OR BELOW GROUND OTHER THAN THOSE SHOWN.
4. ALL AREAS BY COORDINATE COMPUTATION.
5. NEW IRON RODS SET AT ALL CORNERS UNLESS OTHERWISE NOTED.
6. PROPERTY IS NOT LOCATED WITHIN A SPECIAL FLOOD HAZARD AREA AS DETERMINED BY FEMA FIRM PANEL 9824
MAP NUMBER: 3710982400L REVISED 11/17/2017. PROPERTY IS IN ZONE X (MINIMAL FLOOD RISK)
7. LOTS 1-3 WERE PREVIOUSLY RECORDED IN PB.74 P.233, PB.80 P.31, AND PB.81 P.385

FOREST OAKS LANE S.R.2210
(60' PUBLIC R/W)

3.79 ACRES

ZONING: B-2(CD)

1.65 ACRES

ZONING: B-2(CD)

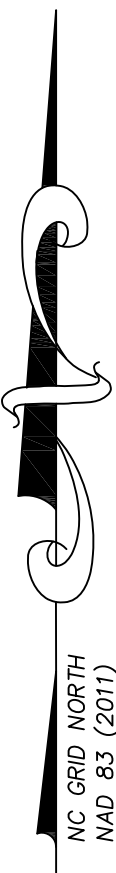
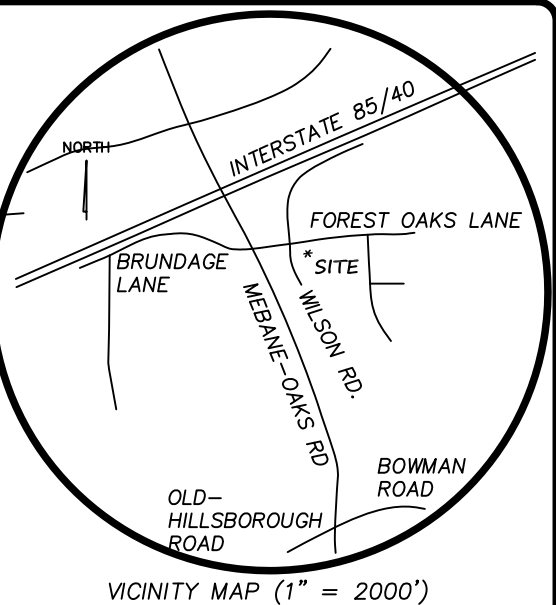
0.75 ACRES

PROPOSED STORMWATER
MANAGEMENT
EASEMENT
(BEING ALL OF LOT 6)

ZONING: B-2(CD)

ROGER SHIELDS
DB.1810 P.473
PARCEL ID:167502
(ZONED R-20)
(RESIDENTIAL)

CURVE	ARC LENGTH	RADIUS	DELTA ANGLE	CHORD BEARING	CHORD LENGTH
C1	8.24'	661.50'	0°42'48"	S05°51'39"E	8.24'
C2	97.43'	661.50'	8°26'19"	S10°26'12"E	97.34'
C4	5.60'	170.00'	1°53'14"	S25°12'56"E	5.60'
C7	44.74'	170.00'	15°04'43"	S22°56'01"E	44.61'
C8	24.89'	230.00'	6°12'03"	S27°22'21"E	24.88'
C10	73.08'	270.00'	15°30'26"	S33°54'46"E	72.85'
C11	15.14'	26.84'	32°19'32"	N86°29'06"E	14.94'
C12	15.44'	80.09'	1°10'41"	N68°35'01"E	15.41'
C13	19.43'	18.50'	60°11'26"	N75°47'34"W	18.55'
C14	9.63'	49.00'	1°15'42"	S68°28'52"W	9.62'
C15	11.10'	23.67'	26°51'16"	S51°54'30"W	10.99'
C10A	33.15'	270.00'	7°02'05"	S29°40'36"E	33.13'
C10B	39.93'	270.00'	8°28'21"	S37°25'49"E	39.89'
C16	66.49'	50.95'	74°46'10"	S71°38'05"E	61.87'

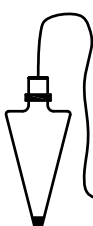


NC GRID NORTH
NAD 83 (2011)
(PB.81 P.385)

FINAL PLAT SURVEY FOR:

**HENDON TILLER
MEBANE 3.0, LLC**

SCALE: 1" = 50'
MELVILLE TOWNSHIP-ALAMANCE COUNTY, NC
DATE: DECEMBER 9, 2022



**R.S. JONES &
ASSOCIATES, INC.**

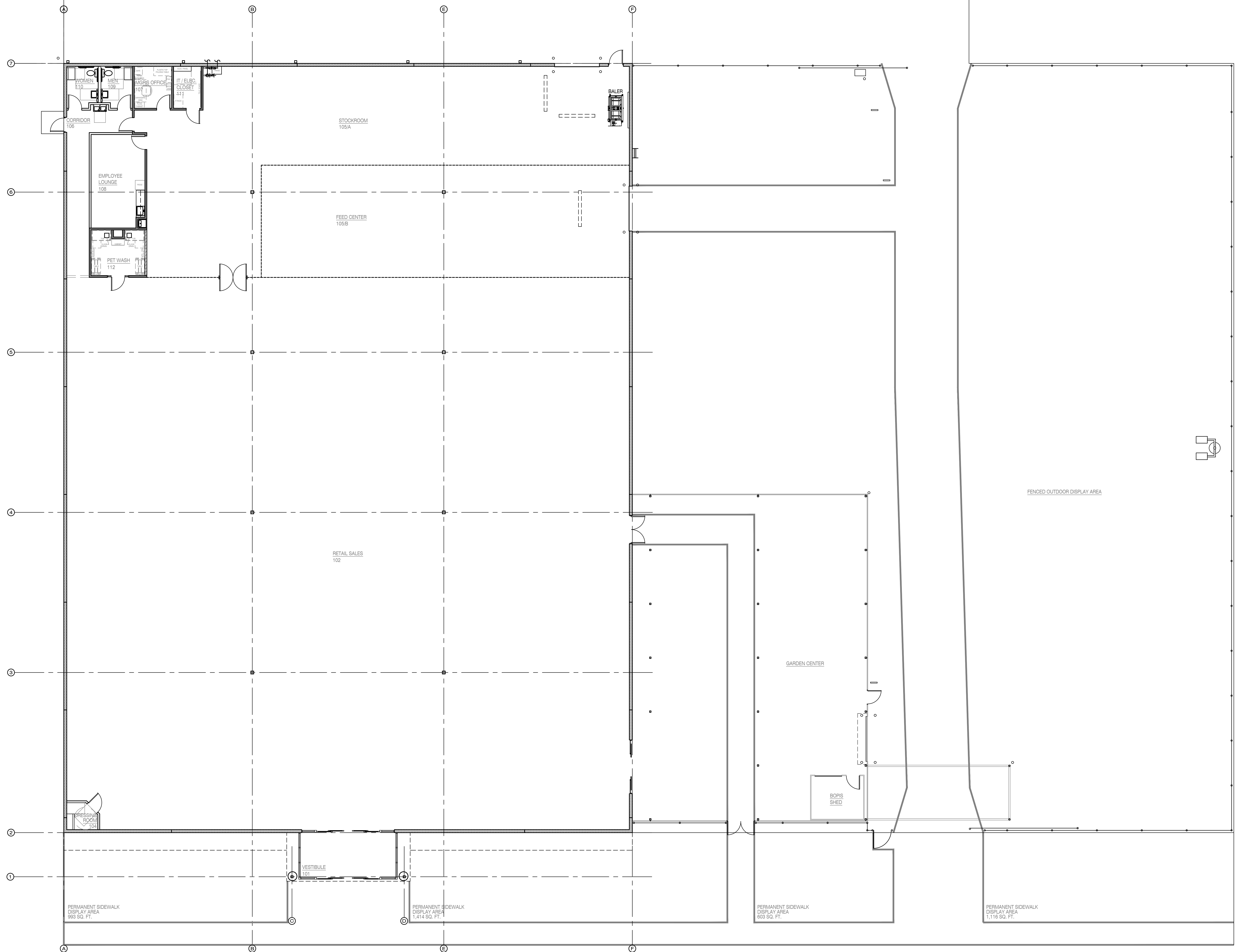
LAND SURVEYORS

LICENSE NO.: C-2565

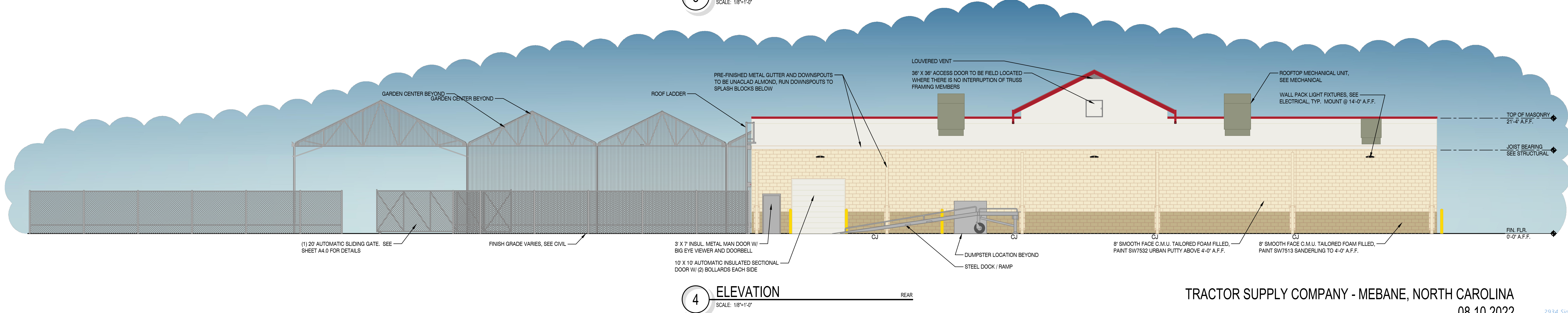
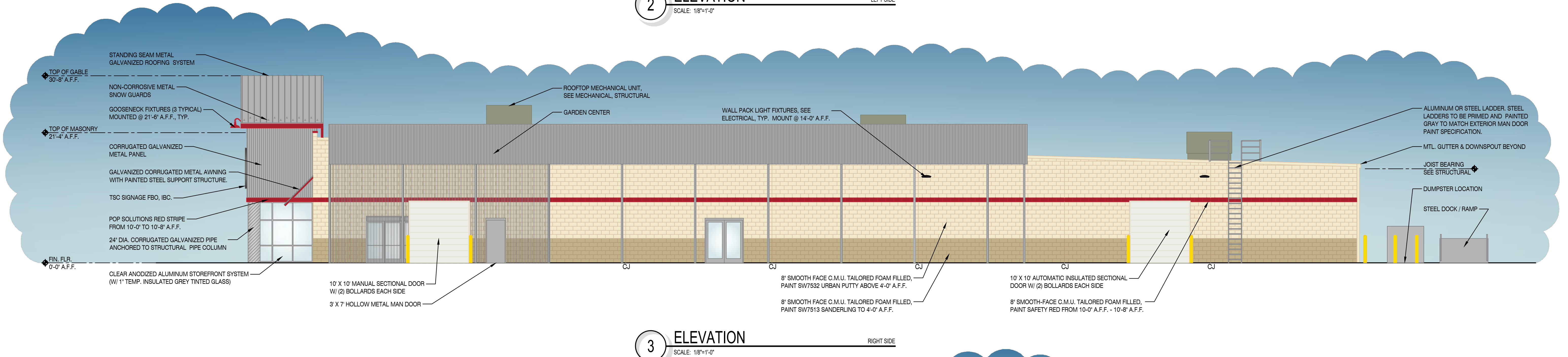
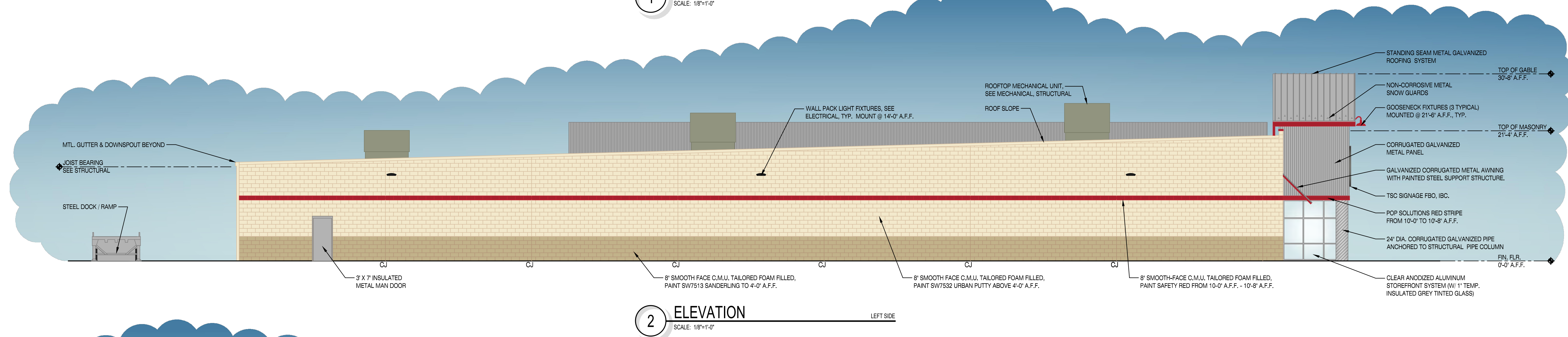
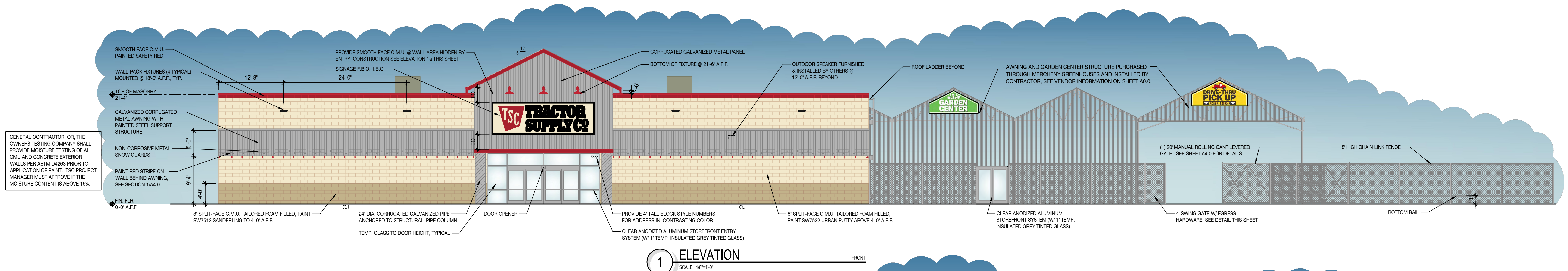
P.O. BOX 1700
204 NORTH FIFTH ST., SUITE I, MEBANE, N.C. 27302
PH.: (919)563-3623

REFERENCES:
DB.4425 P.336
PB.81 P.385
GPIN: 9824046036

CURRENT OWNER:
HENDON TILLER MEBANE 3.0, LLC
3445 PEACHTREE ROAD, SUITE 465
ATLANTA, GA 30326

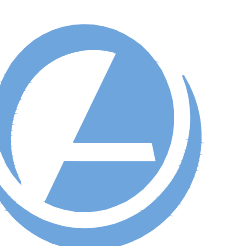


TRACTOR SUPPLY COMPANY - MEBANE, NORTH CAROLINA
08.10.2022



TRACTOR SUPPLY COMPANY - MEBANE, NORTH CAROLINA

08.10.2022



**OXFORD
ARCHITECTURE**

2934 Sidco Drive
Suite 120
Nashville, TN 37204

Architecture
Planning
Interior Architecture

PLANNING PROJECT REPORT

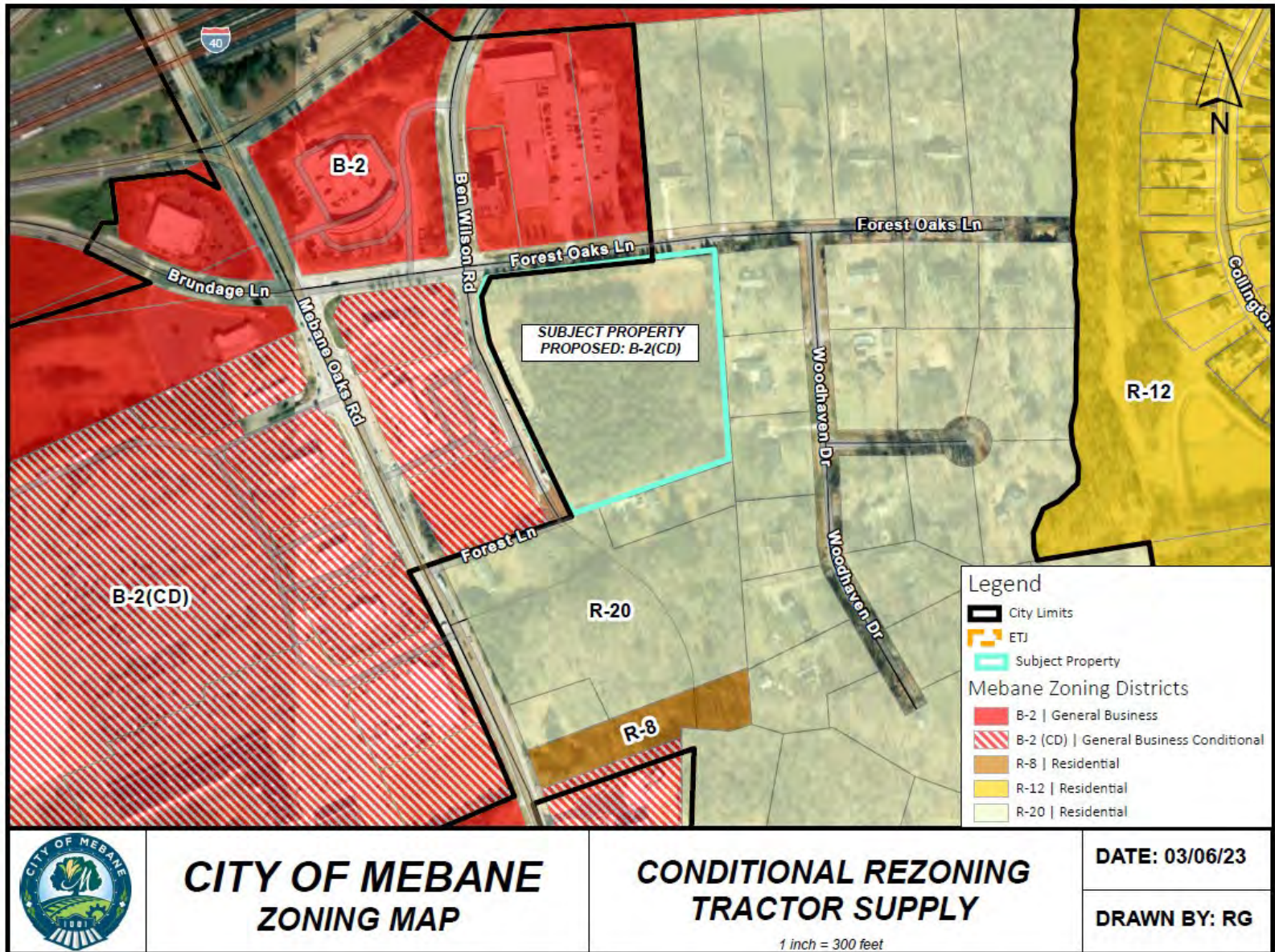
DATE	03/06/2023
PROJECT NUMBER	RZ 23-01
PROJECT NAME	Tractor Supply
	Hendon Properties, LLC
APPLICANT	Attn. Mark Tiller
	3445 Peachtree Rd NE #465
	Atlanta, GA 30326

CONTENTS

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

ZONING REPORT

EXISTING ZONE	R-20, Residential
REQUESTED ACTION	B-2 (CD) (General Business Conditional District)
CONDITIONAL ZONE?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
CURRENT LAND USE	Vacant, Gravel Parking Lot, Forested
PARCEL SIZE	+/- 6.19 acres
PROPERTY OWNERS	Hendon Tiller Mebane 3.0 LLC 3445 Peachtree Rd NE #465 Atlanta, GA 30326 GPIN: 9824046036
LEGAL DESCRIPTION	Request to rezone the +/- 6.19-acre property located on Wilson Road and Forest Oaks Lane (GPIN 9824046036), from R-20 to B-2 (CD) to allow for a farm supplies and equipment retail use by Hendon Properties, LLC.
AREA ZONING & DISTRICTS	The properties to the west, across Wilson Road, are zoned B-2 (CD), General Business Conditional District. The properties to the north, across Forest Oaks Lane, are a mix of B-2, General Business and R-20, Residential. The properties to the east and south are all zoned R-20, Residential.
SITE HISTORY	The property has historically been sparsely forested although it is currently taxed as vacant commercial land. The gravel parking lot, utilized by Chick-Fil-A, was added between 2018 and 2020. A stormwater pond, currently serving the Wendy's and Chick-fil-A developments, is also on the property.
STAFF ANALYSIS	
CITY LIMITS?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
PROPOSED USE BY-RIGHT?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
SPECIAL USE?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
EXISTING UTILITIES?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
POTENTIAL IMPACT OF PROPOSED ZONE	The proposed rezoning is consistent with the B-2 (CD) and B-2 zoning of the properties to the north and west of the subject property. The proposed development will introduce a commercial use in close proximity to an existing residential neighborhood. However, the proposed site plan includes a stormwater control area on the east side of the property and a semi-opaque buffer.



LAND USE REPORT

EXISTING LAND USE	Vacant, Gravel Parking Lot, Forested
PROPOSED LAND USE & REQUESTED ACTION	The applicant is requesting a rezoning to develop a +/- 6.19 acre lot with frontages on Wilson Road and Forest Oaks Lane (GPIN 9824046036) for a farm supplies and equipment retail use. The applicant intends to subdivide the lot into three lots. Lot 1 will be utilized for the farm supplies and equipment retail use, Lot 2 will be reserved for future commercial development, and Lot 3 will be utilized as a stormwater management area.
PROPOSED ZONING	B-2 (CD) (General Business Conditional District)
PARCEL SIZE	+/- 6.19 acres
AREA LAND USE	<p>The subject property is located just east of an arterial commercial strip along Mebane Oaks Road. The properties to the west are developed with a Wendy's, Chick-Fil-A, and Aspen Dental. The properties to the north include Southern Animal Hospital and a multi-use commercial building that includes a gym, insurance office, and other similar uses. There are developed residential lots to the south, east, and northeast of the subject property.</p> <p>The applicant proposes a 5' sidewalk on the east side of Wilson Road and on the south side of Forest Oaks Lane. Curb and gutter will be constructed on Forest Oaks Lane as shown on the site plan and approved by the NCDOT.</p>
ONSITE AMENITIES & DEDICATIONS	<p>The applicant proposes to extend Wilson Road from where it currently ends to the end of NCDOT's "stub" roadway improvements associated with the I-5711 Mebane Oaks Road Interchange and Roadway Improvements. The roadway "stub" is located at the signalized intersection which serves Garrett Crossing Shopping Center (Walmart Supercenter and others). This will create a second access point in addition to the Forest Oaks Lane signalized intersection with Mebane Oaks Road, consistent with the City's adopted Mebane Oaks Small Area Plan.</p>
CONDITIONAL ZONE?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
DESCRIPTION OF PROPOSED CONDITIONS	<p>Prior to the applicant showing the extension of Wilson Road, City staff requested a TIA in accordance with Section 7-6.10 due to roads in the area "experiencing congestion or safety concerns." City staff find the new connection to Mebane Oaks Road will exceed any transportation improvements resulting from TIA recommendations. The developer will be required to secure and record right-of-way for the section of Wilson Road (Extension) shown outside of his property boundaries. The developer is required to construct this new section of road before any certificates of occupancy are released for the proposed structure. All typical bonding requirements would remain in place once the right-of-way is recorded. If the developer is unable to secure this right-of-way, he will be required to complete a Traffic Impact Analysis (TIA) and return to the Planning Board</p>

and City Council to amend the conditions of the zoning district for the property.

The applicant has offered to construct the stormwater pond for a 100-year storm event. As noted on Sheet C4.0, the current design is considered by staff to be conceptual and additional design details are required with construction plans.

CONSISTENCY WITH <i>MEBANE BY DESIGN</i> STRATEGY	
LAND USE GROWTH STRATEGY DESIGNATION(S)	G-4 Secondary
OTHER LAND USE CONSIDERATIONS	Mebane Oaks Road Small Area Plan
<i>MEBANE BY DESIGN</i> GOALS & OBJECTIVES SUPPORTED	
<i>MEBANE BY DESIGN</i> GOALS & OBJECTIVES <u>NOT</u> SUPPORTED	



UTILITIES REPORT

AVAILABLE UTILITIES	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
PROPOSED UTILITY NEEDS	<p>Per the memorandum from Franz Holt of AWCK, the anticipated water use for the proposed development is 2,500 gallons per day and the anticipated wastewater use is less than 2,500 gallons per day. The development will be served by connecting to Mebane's existing 12-inch water line on Forest Oaks Lane.</p> <p>The project will also be connected to the existing sewer system by extending a new 6-inch private sewer service line from an existing manhole located at Forest Oaks Lane. Additionally, a 6-inch private sewer service will be extended from a newly set manhole over Mebane's 8-inch gravity line in Forest Oaks Lane, through Lot 1 and ending at the Lot 2 property line with a private easement dedicated over the service line.</p>
UTILITIES PROVIDED BY APPLICANT	Applicant has pledged to provide all on-site utilities, as described in AWCK's Technical Memo.
MUNICIPAL CAPACITY TO ABSORB PROJECT	The City has adequate water & sewer supply to meet the domestic and fire flow demands of the project.
CONSISTENCY WITH MEBANE LONG RANGE UTILITY PLAN?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
ADEQUATE STORMWATER CONTROL?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
INNOVATIVE STORMWATER MANAGEMENT?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO

TRANSPORTATION NETWORK STATUS

CURRENT CONDITIONS	<p>The subject property is situated south of Forest Oaks Lane and east of Wilson Road. The site plan features two proposed driveway entrances from Forest Oaks Lane and one proposed driveway entrance from Wilson Road. The driveway from Wilson Road is proposed to provide access to both Lot 1 and Lot 2 of the proposed subdivision. Both Forest Oaks Lane and Wilson Road are NCDOT maintained roads.</p> <p>NCDOT does not provide traffic count data for Forest Oaks Lane or Wilson Road. Mebane Oaks Road, to the west of the site, had an average daily traffic volume of 26,000 trips in 2021.</p> <p>The section of Forest Oaks Lane adjacent to the subject property has a safety score of 0, being the best possible score, in 2022. However, from 2017 to 2021 there were 42 crashes at the</p>
--------------------	--

	intersection of Forest Oaks Lane and Mebane Oaks Road. This section of Wilson Road does not have a safety score.
TRAFFIC IMPACT ANALYSIS REQUIRED?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
DESCRIPTION OF RECOMMENDED IMPROVEMENTS	A TIA was not submitted for the project. The applicant proposes to extend Wilson Road from where it currently ends to the end of NCDOT's "stub" roadway improvements associated with the I-5711 Mebane Oaks Road Interchange and Roadway Improvements. The roadway "stub" is located at the signalized intersection which serves Garrett Crossing Shopping Center (Walmart Supercenter and others).
CONSISTENCY WITH THE MEBANE BICYCLE AND PEDESTRIAN TRANSPORTATION PLAN?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
MULTIMODAL IMPROVEMENTS PROVIDED BY APPLICANT?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
DESCRIPTION OF MULTIMODAL IMPROVEMENTS	The applicant proposes to construct a sidewalk for the length of the property on the south side of Forest Oaks Lane and on the east side of Wilson Road. Bike racks will also be provided in accordance with UDO requirements.

STAFF RECOMMENDATION

STAFF ZONING RECOMMENDATION	<input checked="" type="checkbox"/> APPROVE <input type="checkbox"/> DISAPPROVE
STAFF SPECIAL USE FINDING	<input type="checkbox"/> CONSISTENT <input type="checkbox"/> NOT CONSISTENT.....WITH <i>MEBANE BY DESIGN</i>
RATIONALE	The proposed development "Tractor Supply" is consistent with the guidance provided within Mebane By Design, the Mebane Comprehensive Land Development Plan. The project shows an extension of Wilson Road consistent with the Mebane Oaks Road Small Area Plan and is in harmony with surrounding commercial uses.



March 7, 2023

Mr. Matt Lowder, PE
Bowman North Carolina, Ltd.
4006 Barrett Drive, Suite 104
Raleigh, NC 27609

Subject: Tractor Supply – Water and Sewer System Layout

Dear Mr. Lowder:

Regarding the Preliminary Site Plans for Tractor Supply and in accordance with the UDO, this memo is provided to indicate that I have reviewed the preliminary water and sewer system layout and find it acceptable and meets City standards based on the following:

- A. Water system – The project is proposed to be served by connecting to Mebane’s existing 12-inch water line on Forest Oaks Lane. Extension of private domestic (2-inch), irrigation service (1-inch) and fire line (6-inch) are shown with appropriate backflow prevention and fire hydrant locations. The estimated water use is 2,500 gallons per day (100 gallons/1,000 square feet per State 2T rules). The City has adequate water capacity available to meet the project’s domestic demand and fire flow requirements.
- B. Sanitary Sewer system – The project is proposed to be served by extending a new 6-inch private sewer service line from an existing manhole located at Forest Oaks Lane to the new building by steel encasement fore and jack under Forest Oaks Lane. Additionally, a 6-inch private sewer service will be extended from a newly set manhole over Mebane’s 8-inch gravity line in Forest Oaks Lane, through lot 1 and ending at the lot 2 property line with a private easement being over the service line by steel encasement bore and jack under Forest Oaks Lane. The estimated wastewater from this project is less than 2,500 gallons per day (100 gallons/1,000 square feet per State 2T rules). The City has adequate wastewater capacity available at the downstream Southeast Regional Pump Station and at the WRRF to meet this demand.

If there are any questions, please let me know.

Sincerely,

Franz K. Holt, P.E. City Engineer

CC: Ashley Ownbey, Dev. Director
Kyle Smith, Utilities Director



Technical Memorandum

Date: March 7, 2023

To: Ashley Ownbey, Development Director

From: Franz K. Holt, P.E.

Subject: Tractor Supply – City Engineering review

City Engineering has reviewed Site Plans submitted for Tractor Supply on Wilson Road (Extension) dated February 28, 2023 prepared by Matt Lowder, P.E. with Bowman North Carolina, Ltd. Of Raleigh, NC. Our technical review comments are as follows:

A. General Summary

1. The Tractor Supply includes a 21,147 square foot facility (one story) and 3,827 square foot garden center on a newly created lot no. 1 (3.79 acres), with lot no. 2 (1.65 acres) designated for Chick-Fil-A employee overflow parking and lot no. 3 (0.75 acres) designated as a stormwater management lot. The 3-lot subdivision is along City owned/maintained Wilson Road (Extension) and NCDOT owned/maintained Forest Oaks Lane S.R. 2210.
2. On-site stormwater controls are proposed that treat the runoff from a 1-inch rain and reduce the peak stormwater discharge rates for post construction runoff is no more than the pre-development rates for up to a 100-year storm event.
3. City of Mebane public water and sewer lines are available for service extensions to the facility. Additionally, a private sewer extension will be made to lot no. 2 through lot no. 1.
4. Street Access is with one proposed driveway connection to Wilson Road (Extension) and two connections to Forest Oaks Lane with a proposed left turn lane onto Wilson Road (Extension) from Forest Oaks Lane.
5. The plans include sidewalk along the south side of Forest Oaks Lane and the east side of Wilson Road (Extension).
6. NCDOT plan approvals, driveway permits, and encroachment agreements are required by NCDOT for the proposed improvements to and along Forest Oaks Lane.
7. Wilson Road (Extension) will be constructed from where it currently ends to the end of NCDOT's "stub" roadway improvements associated with the I-5711 Mebane Oaks Road Interchange and Roadway Improvements. The roadway "stub" is located at the signalized intersection which serves Garrett



Crossing Shopping Center (Walmart Supercenter and others). This will create a second access point in addition to the Forest Oaks Lane signalized intersection with Mebane Oaks Road.

B. Availability of City Water and Sewer

Regarding the Preliminary Site Plans for Tractor Supply and in accordance with the UDO, this memo is provided to indicate that I have reviewed the preliminary water and sewer system layout and find it acceptable and meets City standards based on the following:

1. Water system – The project is proposed to be served by connecting to Mebane’s existing 12-inch water line on Forest Oaks Lane. Extension of private domestic (2-inch), irrigation service (1-inch) and fire line (6-inch) are shown with appropriate backflow prevention and fire hydrant locations. The estimated water use is 2,500 gallons per day (100 gallons/1,000 square feet per State 2T rules). The City has adequate water capacity available to meet the project’s domestic demand and fire flow requirements.
2. Sanitary Sewer system – The project is proposed to be served by extending a new 6-inch private sewer service line from an existing manhole located at Forest Oaks Lane to the new building by steel encasement fore and jack under Forest Oaks Lane. Additionally, a 6-inch private sewer service will be extended from a newly set manhole over Mebane’s 8-inch gravity line in Forest Oaks Lane, through lot 1 and ending at the lot 2 property line with a private easement being over the service line by steel encasement bore and jack under Forest Oaks Lane. The estimated wastewater from this project is less than 2,500 gallons per day (100 gallons/1,000 square feet per State 2T rules). The City has adequate wastewater capacity available at the downstream Southeast Regional Pump Station and at the WRRF to meet this demand.

C. Watershed Overlay District and Phase II Stormwater Requirements

1. UDO Watershed Overlay District requirements.

These requirements in the UDO include the Back-Creek Watershed and Graham-Mebane Lake. The project is tributary to the Little Haw Creek; a Class V watershed and the Watershed Overlay District requirements do not apply to this project. This type of watershed classification (Class V) does not have density restrictions or built upon restrictions as required for the Graham Mebane Lake watershed.



2. Phase II Stormwater Post Construction Ordinance

Sec. 5.1 in the UDO provides standards for Storm Water Management and 5.1.F requires compliance with the Mebane Post Construction Runoff Ordinance (which is a stand-alone ordinance titled the Phase II Stormwater Post Construction Ordinance (SPCO)). The standards in the UDO are general standards as the Ordinance itself provide detailed standards. The SPCO does apply to this project as more than one acre is being disturbed. Built upon areas of more than 24% require engineered stormwater controls. As this project exceeds the 24% threshold, proposed engineered stormwater controls are provided on the site plans and include a fenced wet pond with detention being provided for up to a 100 yr. storm event where post construction stormwater runoff peak discharges are no more than predevelopment rates. This wet pond is located on lot 3 and serves as a shared device for Wendy's, Chick-fil-a, Tractor Supply, and a portion of lot no. 2 which includes Chick-fil-a employee overflow parking.

D. Storm Drainage System

The UDO provides requirements for storm drainage systems. The site plans include a storm drainage system layout that indicates certain pipe locations, inlets, and all being directed to the engineered stormwater control device located at the rear of the property.

E. Street Access

No TIA was required for this project with a second access being provided to Mebane Oaks Road at the signalized intersection with Garrett Crossing. Additionally, the project proposes one driveway connection to Wilson Road (Extension) and two driveway connections to Forest Oaks Lane requiring NCDOT approvals, driveway permits, and encroachment agreements for the proposed turn lane improvements and water/sewer service extensions.

F. Construction Plan Submittal

The UDO requires final site construction plans being submitted for TRC review and approval.



AGENDA ITEM #8

SUB 23-04

Final Subdivision Plat

Hendon Tiller Mebane 3.0, LLC

Presenter

Ashley Ownbey, Development Director

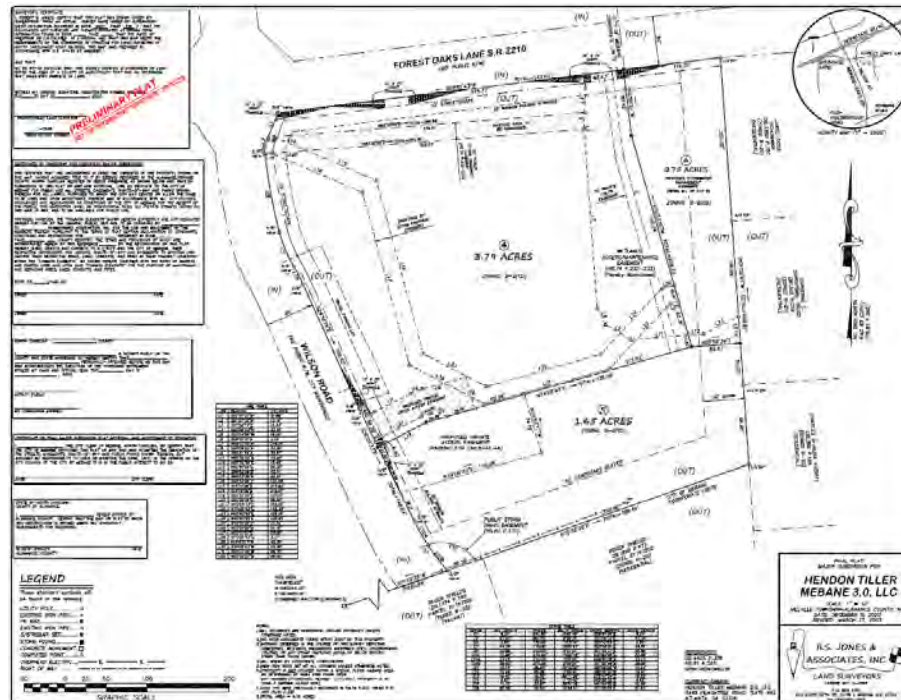
Applicant

Hendon Tiller Mebane 3.0, LLC
3445 Peachtree Road, Suite 465
Atlanta, GA 30326

Public Hearing

Yes ☐ No ☒

Final Plat



Property

Alamance County

GPIN 9824046036

Proposed Zoning

B-2 (CD)

Current Zoning

R-20

Size

+/-6.19 acres

Surrounding Zoning

R-20, B-2, B-2 (CD)

Surrounding Land Uses

Residential, Commercial

Utilities

Extended at developer's expense.

Floodplain

No

Watershed

No

City Limits

Yes

Summary

Hendon Tiller Mebane 3.0, LLC, is requesting approval of a Final Major Subdivision Plat for a parcel in Alamance County identified by GPIN 9824046036. Consideration of the preliminary plat is included with the rezoning request scheduled for the April 3, 2023, Council meeting. The Final Plat will include a total area of +/-6.19 acres and features three proposed lots.

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.

Recommendation

Staff recommends approval of the Final Plat.

Suggested Motion

Motion to approve the final plat as presented.

Attachments

1. Final Plat

SURVEYOR'S CERTIFICATE
I, ROBERT S. JONES, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (DEED DESCRIPTION RECORDED IN BOOK 4425, PAGE 338) THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND IN BOOK _____ PAGE _____ THAT THE RATIO OF PRECISION AS CALCULATED IS 1:10000+; AND THAT THIS MAP MEETS THE REQUIREMENTS OF THE STANDARDS OF PRACTICE FOR LAND SURVEYING IN NORTH CAROLINA (21 NCAC 56.1600). THIS MAP WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED.

AND THAT:
NC GS 47-30 (f)(1)(g) 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.

WITNESS MY ORIGINAL SIGNATURE, REGISTRATION NUMBER AND SEAL
THIS _____ TH DAY OF _____, 2023.

PROFESSIONAL LAND SURVEYOR

L-3939

REGISTRATION NUMBER

CERTIFICATE OF OWNERSHIP AND DEDICATION (MAJOR SUBDIVISION)

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 _____ TO _____ 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.

BOOK NO. _____ PAGE NO. _____

OWNER _____ DATE _____

OWNER _____ DATE _____

NORTH CAROLINA _____ COUNTY _____

I, _____, A NOTARY PUBLIC OF THE COUNTY AND STATE AFORESAID, DO HEREBY CERTIFY THAT _____ PERSONALLY APPEARED BEFORE ME THIS DAY AND ACKNOWLEDGED THE EXECUTION OF THE FOREGOING INSTRUMENT. WITNESS MY HAND AND OFFICIAL SEAL THIS _____ DAY OF _____, 2023.

NOTARY PUBLIC

MY COMMISSION EXPIRES _____

CERTIFICATE OF FINAL MAJOR SUBDIVISION PLAT APPROVAL AND ACCEPTANCE OF DEDICATION

I, _____, THE CITY CLERK OF MEBANE, NORTH CAROLINA, DO CERTIFY THAT THE CITY OF MEBANE APPROVED THIS PLAT OR MAP AND HAS 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 ALAMANCE

I, _____, REVIEW OFFICER OF ALAMANCE COUNTY, CERTIFY THAT THE MAP OR PLAT TO WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.

REVIEW OFFICER

ALAMANCE COUNTY

DATE _____

LEGEND

These standard symbols will be found in the drawing.

UTILITY POLE.....

EXISTING IRON ROD.....

PK NAIL.....

EXISTING IRON PIPE.....

5/8" REBAR SET.....

STONE FOUND.....

CONCRETE MONUMENT.....

COMPUTED POINT.....

OVERHEAD ELECTRIC.....

RIGHT OF WAY.....

50 0 25 50 100 200

GRAPHIC SCALE

LINE	BEARING	DISTANCE
L1	S21°37'12"W	31.89'
L2	S21°37'12"W	13.10'
L3	S07°08'17"E	16.34'
L4	S02°06'53"W	30.16'
L5	S02°04'56"W	18.09'
L6	S04°10'10"E	2.02'
L7	N04°10'10"W	218.05'
L8	S26°09'52"E	23.35'
L9	S59°21'44"E	35.87'
L11	N85°32'52"E	70.20'
L12	N85°32'52"E	18.48'
L13	N62°51'46"E	66.38'
L14	S66°52'06"E	43.11'
L15	S66°52'06"E	92.25'
L16	S66°52'06"E	120.86'
L17	S15°10'58"E	217.90'
L18	S15°10'58"E	218.81'
L19	S62°33'35"E	103.61'
L20	S62°33'35"E	86.89'
L21	N74°06'43"E	158.95'
L22	N74°06'43"E	145.38'
L23	N42°40'55"E	108.18'
L24	N42°40'55"E	108.45'
L25	N75°31'05"E	10.34'
L26	N75°31'05"E	15.75'
L27	N62°51'01"E	53.98'
L28	N74°06'43"E	3.37'
L29	N15°53'17"W	40.30'
L30	S74°06'43"W	55.90'
L31	S63°03'40"W	49.70'
L32	N63°02'27"E	48.00'

NGS MON.
"HAWFIELDS"
N: 840044.20'
E: 1909650.81'
(COMBINED FACTOR: 0.9999453)

NOTES:

1. ALL DISTANCES ARE HORIZONTAL GROUND DISTANCES UNLESS OTHERWISE NOTED.
2. TWO NCGS MONUMENTS FOUND WITHIN 2000' OF THIS PROPERTY
3. NOTHING OBSERVED IN THE COURSE OF THIS SURVEY DEPICTING CEMETERIES, WETLANDS, HAZARDOUS MATERIALS SITES, UNDERGROUND UTILITIES, OR ANY OTHER FEATURES ABOVE OR BELOW GROUND OTHER THAN THOSE SHOWN.
4. ALL AREAS BY COORDINATE COMPUTATION.
5. NEW IRON RODS SET AT ALL CORNERS UNLESS OTHERWISE NOTED.
6. PROPERTY IS NOT LOCATED WITHIN A SPECIAL FLOOD HAZARD AREA AS DETERMINED BY FEMA FIRM PANEL 9824
MAP NUMBER: 3710982400L REVISED 11/17/2017. PROPERTY IS IN ZONE X (MINIMAL FLOOD RISK)
AND PB. 81 P. 385
7. LOTS 1-3 WERE PREVIOUSLY RECORDED IN PB. 74 P. 233, PB. 80 P. 31, AND PB. 81 P. 385
8. TOTAL AREA = 6.19 ACRES

CURVE	ARC LENGTH	RADIUS	DELTA ANGLE	CHORD BEARING	CHORD LENGTH
C1	8.24'	661.50'	0°42'48"	S05°51'39"E	8.24'
C2	97.43'	661.50'	8°26'19"	S10°26'12"E	97.34'
C4	5.60'	170.00'	15°31'4"	S25°12'56"E	5.60'
C7	44.74'	170.00'	15°04'43"	S22°56'01"E	44.61'
C8	24.89'	230.00'	6°12'03"	S27°22'21"E	24.88'
C10	73.08'	270.00'	15°30'26"	S33°54'46"E	72.85'
C10A	33.15'	270.00'	7°02'05"	S29°40'36"E	33.13'
C10B	39.93'	270.00'	8°28'21"	S37°29'49"E	39.89'
C11	15.14'	26.84'	32°19'32"	S86°29'06"W	14.94'
C12	15.44'	80.09'	11°02'41"	S68°35'07"W	15.41'
C13	19.43'	18.50'	60°11'28"	S75°47'34"E	18.53'
C14	9.63'	49.00'	11°15'42"	N68°28'52"E	9.62'
C15	11.10'	23.67'	26°51'16"	N51°54'30"E	10.99'
C16	66.49'	50.95'	74°46'10"	S71°38'05"E	61.87'

REFERENCES:
DB. 4425 P. 336
PB. 81 P. 385
GPIN: 9824046036

CURRENT OWNER:
HENDON TILLER MEBANE 3.0, LLC
3445 PEACHTREE ROAD, SUITE 465
ATLANTA, GA 30326

FINAL PLAT:
MAJOR SUBDIVISION FOR

**HENDON TILLER
MEBANE 3.0, LLC**

SCALE: 1" = 50'
MELVILLE TOWNSHIP--ALAMANCE COUNTY, NC
DATE: DECEMBER 9, 2022
REVISED: MARCH 27, 2023

**R.S. JONES &
ASSOCIATES, INC.**

LAND SURVEYORS

LICENSE NO.: C-2565

P.O. BOX 1700
204 NORTH FIFTH ST., SUITE I, MEBANE, N.C. 27302
PH.: (919) 563-3623



AGENDA ITEM #9

Voluntary Annexation Agreement- 475 Fitch Drive

Meeting Date

April 3, 2023

Presenter

Lawson Brown, City Attorney

Public Hearing

Yes ☐ No ☒

Summary

DBW Inc., owner of 475 Fitch Drive, has requested annexation into the City for the foregoing property and, by City policy have signed an annexation agreement and a petition for annexation.

Background

The individual property at 475 Fitch Drive is in the historic West End (where fewer than fifty percent of the immediate neighborhood have requested annexation) and is currently served by City sewer services. The individual property does not have access to City general fund services, being located outside the City's corporate limits. The owner desired to build a house on the individual property at that address and to avail the property of City sewer services. Per the City, Voluntary Annexation Policy, adopted June 6, 2022, (Section F, subsection 2) property owners desiring to avail themselves of utility service may apply for annexation which the City will consider on a case-by-case basis. In order to be considered for annexation under the policy, the applicants must sign an annexation application or petition and an agreement to be annexed in the future if the City desires. Generally, the City would request the individual property to be annexed if City utility services were available to the property; however, the City has the flexibility to defer the annexation of individual properties. Furthermore, the City may request annexation of the individual property, in the future, if the City determines that it is in the best interest of the City to do so. The purpose of the policy is for the City to be able to extend its corporate limits and provide municipal services on a consistent basis. In the event that the City does not desire immediate annexation of an individual property, the policy provides that the annexation agreement be recorded in the public registry to provide notice to all persons who may purchase the property in the future. If an individual property is not annexed into the City, City policy provides for the individual property owner to pay the outside-the-City rate for utility services.

Financial Impact

N/A

Recommendation

Staff recommends that the Council accept the petition but defer annexation provided that the owners of the property record the City's signed standard Annexation Agreement per the June 6, 2022, policy. Staff further recommends that City utility services be made available to the individual property.

Suggested Motion

I move that the City accept the petition for annexation and the Annexation Agreement for the property at 475 Fitch Drive but defer annexation until the future per the City's policy and upon recordation of the signed Annexation Agreement. I further move that the City allow access to the City utility services per the Voluntary Annexation Policy.

Attachments

1. Petition for Annexation
2. Annexation Agreement
3. Annexation Policy adopted by Council June 6, 2022

EXHIBIT B

STATE OF NORTH CAROLINA
COUNTY OF ALAMANCE

**PETITION FOR ANNEXATION OF PROPERTY TO
THE CITY OF MEBANE, NORTH CAROLINA**

PART 1. The undersigned, being all the owners of the real property described in this application (Attachment A, hereinto "the Property") respectfully requests the annexation of said property into the City of Mebane, ("City"), North Carolina. The petitioners understand and agree that all utilities within the annexed area shall be installed according to the City Ordinances and Policies and any utilities that must be extended to the annexed area are the responsibility of the undersigned or successive property owners. The property to be annexed is:

- A. **CONTIGUOUS AND/OR INFILL** to the present corporate limits of the City, North Carolina pursuant to N.C.G.S. §160A-31 et seq., or
- B. ✓ **NON-CONTIGUOUS** to the municipal limits of the City, North Carolina, not closer to the limits of any other municipality and is located within three (3) miles of the municipal limits of the City, North Carolina pursuant to N.C.G.S. § 160A-58.1 et seq.

The Property to be annexed is more particularly described in Attachment "A" and said Attachment "A" is expressly made a part hereof.

PART 2. This Petition for Annexation is made pursuant to an agreement with the City whereby the Petitioner(s) are being allowed to extend City water and/or sewer service to the described property.

PART 3. In consideration of said agreements, Petitioner(s) agree that this Petition for Annexation shall be irrevocable for a period of twenty-one (21) years for the date hereof, notwithstanding that all or a portion of the described properties may be conveyed to third parties. Petitioner(s) agree that any such conveyances shall be made subject to the terms of the Annexation Agreement incorporated in the deed duly executed and recorded in the county in which the property is located.

PART 4. North Carolina General Statutes require petitioners of both contiguous and satellite annexations to file a signed statement declaring whether vested rights have been established in accordance with G.S. 160D-102 and 100(d) for properties subject to the petition. Do you declare vested rights for the property subject to this petition? YES NO ✓

If yes, please submit proof that vested rights have been granted by governing board.

I HEREBY DECLARE that my failure to disclose the existence of a vested right terminates any vested right previously acquired for this property.

Signed this 8th day of February, 20 23, by the owners of the property described in Attachment "A".

DBW INC.
Owner DB Walker

Owner

Owner

Owner

(Corporate Name)

DBW Inc.

By: DB Walker
President

ATTEST: Michelle Walker
Secretary Michelle Walker

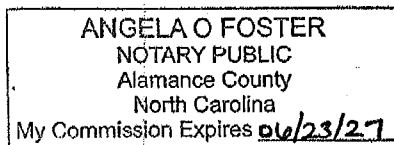
(CORPORATE SEAL)

STATE OF NORTH CAROLINA

COUNTY OF Orange

I, Angela O. Foster, a Notary Public of said County and State, hereby certify that Owner(s) DB Walker personally appeared before me this day and acknowledged the execution of the foregoing instrument.

Witness my hand and official stamp or seal, this the 8 day of February, 2023.



Angela O Foster
Notary Public

My Commission Expires: June 23, 2027

STATE OF NORTH CAROLINA

COUNTY OF _____

I, _____, a Notary Public of said County and State, hereby certify that Owner(s) _____ personally appeared before me this day and acknowledged the execution of the foregoing instrument.

Witness my hand and official stamp or seal, this the _____ day of _____, 20____.

Notary Public

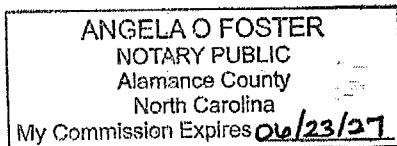
My Commission Expires: _____

STATE OF NORTH CAROLINA

COUNTY OF Orange

I, Angela O Foster, Notary Public of said County and State, do hereby certify that DB Walker personally came before me this day and acknowledged that he/she is the President of DBW Inc., a corporation corporation/limited liability company/general partnership/limited partnership (strike through the inapplicable), and that by authority duly given and as the act of such entity, he/she signed the foregoing instrument in its name on its behalf as its act.

Witness my hand and official stamp or seal, this the 8 day of February, 2023.



Angela O Foster
Notary Public

My Commission Expires: June 23, 2027

Received by the City Clerk of Mebane, North Carolina, this _____ day of _____, 20____.

SIGNATURE OF CITY CLERK:

NORTH CAROLINA

COUNTY OF ALAMANCE

ANNEXATION AGREEMENT

THIS ANNEXATION AGREEMENT, made this 8th day of February, 2022, by and between DBW, Inc., Property Owner(s), hereinafter referred to as "Owner(s)", and the CITY OF MEBANE, a municipal corporation of the State of North Carolina, hereinafter referred to as "City."

RECITALS:

- A. The Owner is seized of fee simple title to certain real property located outside the corporate limits of the City, identified on the attached Exhibit "A" which is incorporated by reference (herein the "Property").
- B. The Owner desires to have the City provide water and/or sewer service to the Property.
- C. The City is willing to provide water and/or sewer service to the Owner pursuant to City policies.

NOW, THEREFORE, the Owner, in consideration of the mutual covenants contained herein, hereby declares and agrees that the Property is and shall be held, transferred, sold and conveyed subject to covenants and agreements hereinafter set forth **which shall run with the land and be binding on future owners.**

- 1. The City shall provide water and/or sewer to the Owner under terms, conditions and restrictions of the North Carolina General Statutes and the City Ordinances and policies.
- 2. The Owner agrees and hereby covenants to annex the Property into the City at a time that shall be determined by the City Council of the City, pursuant to City Ordinances and policies.
- 3. The Owner agrees that, following a thirty (30) day notice from the City, the water and/or sewer service shall be terminated by the City if the Owner shall fail to perform the above covenants or agreements as they become due.
- 4. The Owner agrees and hereby covenants and agrees that the Property shall be annexed into the City at a time that shall be determined by the City Council. The Owner agrees that a valid petition for annexation has been executed and attached hereto as Exhibit "B" and that the said petition shall remain effective for a term of twenty-one (21) years. All subsequent owners, by the acceptance of a deed to the Property described in the petition's Attachment "B", and for the consideration of being served water and/or sewer service the subsequent owner acknowledges this equitable servitude on the

Property described in Attachment "A" and further hereby, by said acceptance, consent to and ratifies the Petition of Annexation given to the City upon execution of this Agreement.

5. This designation "Owner" as used herein, shall include the parties, heirs, successors and assigns and shall include singular, plural, masculine, feminine or neuter as required by the context.

IN WITNESS WHEREOF, the Owner has hereunto set his hand and seal or if a corporation or other legal entity has caused this instrument to be signed in its entity name by its duly authorized officers or managers and its seal to be hereunto affixed by authority of its governing group, (Board of Directors) and the City, pursuant to authority duly given, has caused this instrument to be executed on its behalf by its Mayor and to be attested by its City Clerk and its corporate seal hereto affixed, the day and year first above written.

DBW Inc
Company Name

DB. WALKER (SEAL)
Owner

BY: D.B. WALKER DB Walker
President or Manager

Owner

ATTEST: Michelle Walker
Secretary
Michelle Walker

Owner

(CORPORATE SEAL)

CITY OF MEBANE

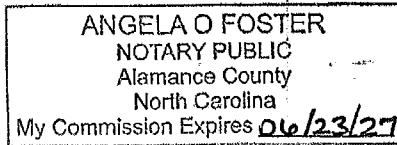
ATTEST: _____
City Clerk

By: _____
Assistant City Manager

STATE OF NORTH CAROLINA
COUNTY OF Orange

I, Angela O. Foster, a Notary Public of said County or State, hereby certify that Owner(s) D.B. Walker personally appeared before me this day and acknowledged the execution of the foregoing instrument.

Witness my hand and official stamp or seal, this the 8 day of February
2023



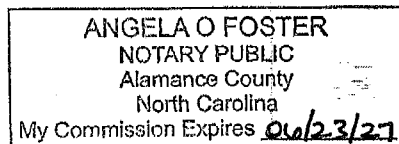
Angela O Foster
Notary Public

My Commission Expires: June 23, 2027

STATE OF NORTH CAROLINA
COUNTY OF Orange

I, Angela O Foster, a Notary Public of said County or State, hereby certify that DB Walker personally came before me this day that he/she is the President of DBW Inc, a corporation corporation/limited liability company/general partnership/limited partnership (strike through the inapplicable), and that by authority duly given and as the act of such entity, he/she signed the foregoing instrument in its name on its behalf as its act.

Witness my hand and official stamp or seal, this the 3 day of February 2023.



Angela O Foster
Notary Public

My Commission Expires: June 23, 2027

STATE OF NORTH CAROLINA
ALAMANCE COUNTY

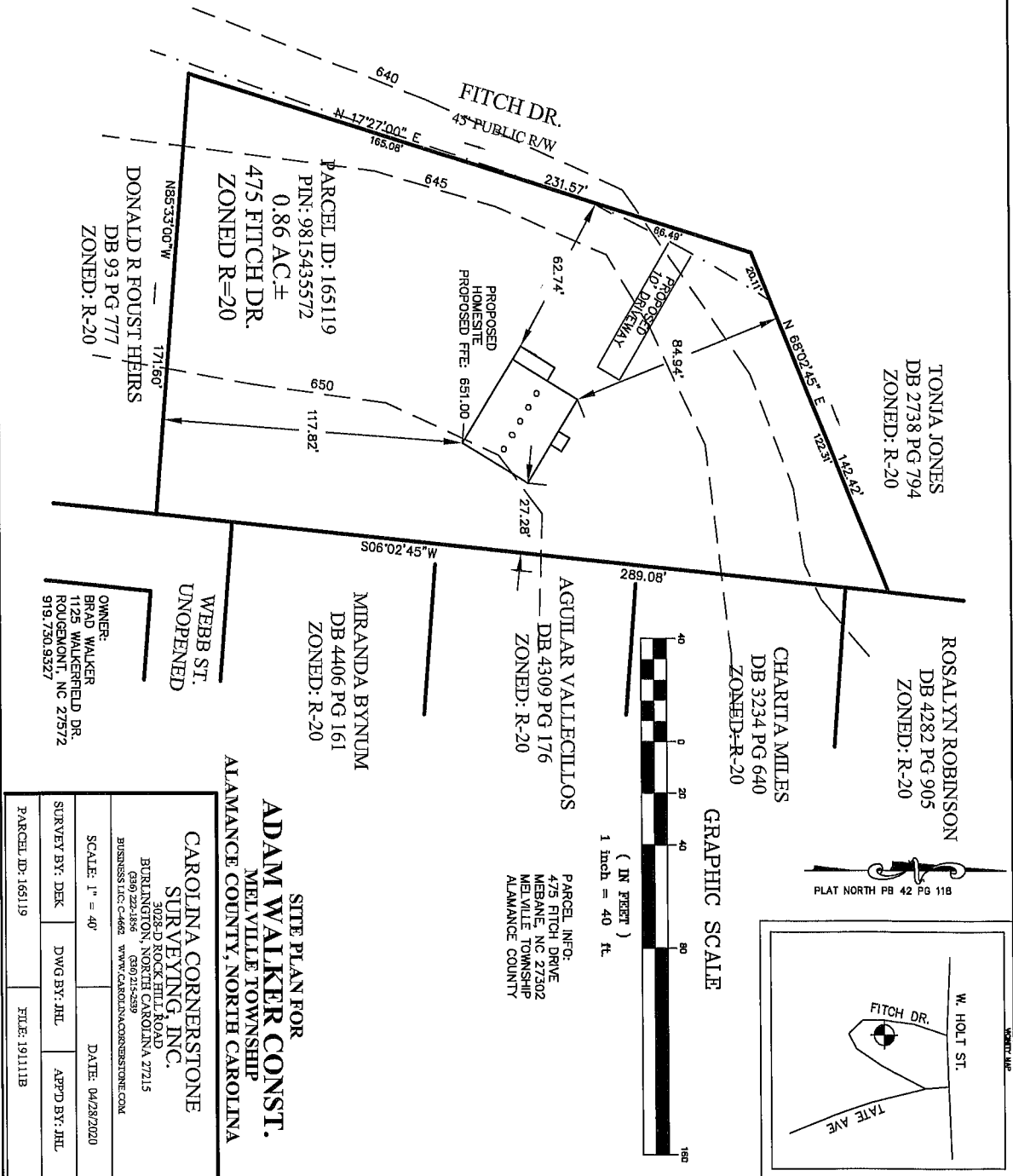
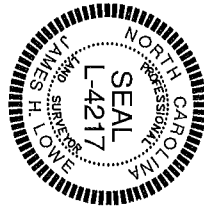
I, _____, a Notary Public of said County and State, hereby certify that _____ Assistant Manager of the City of Mebane and _____ City Clerk personally appeared before me this day and acknowledged the due execution of the foregoing instrument for the purposes therein expressed.

Witness my hand and notarial seal this the _____ day of _____ 20____.

Notary Public

My Commission Expires: _____

James H. Lowe





CITY of MEBANE

POLICY STATEMENT	
SUBJECT: Voluntary Annexation Policy	PAGE 1 OF 5
	EFFECTIVE: June 6, 2022
	SUPERSEDES: Previous Annexation Policies
	PREPARED BY: Chris Rollins, City Manager
	ADOPTED BY COUNCIL: DATE: June 6, 2022

BACKGROUND INFORMATION: The City regularly receives requests from developers and individual property owners requesting voluntary annexation into the City of Mebane corporate limits. This general policy addresses voluntary annexation only and the statutory authority is defined within North Carolina General Statutes 160A (Article 4 Corporate Limits and Article 4A, Extension of Corporate Limits).

GENERAL POLICY STATEMENT:

The intent of the policy is to provide a mechanism by which the City can plan and extend its corporate limits and municipal services provided to citizens residing within said corporate limits in an efficient and effective matter via voluntary annexation. This will allow long range planning via various other municipal mechanisms and policies to allow an orderly extension of City services. To the extent that this policy conflicts with any other related policies of the City, this policy shall be controlling as it supersedes existing policies. It also complies with statutory and judicial opinions for municipal service requirements.

Typically, voluntary annexation occurs when a party desires to obtain access to City general services and/or utility service(s). For the purpose of this policy, and per NC General Statutes related to voluntary annexation, it is assumed that the party is either requesting some level of the referenced City services and is submitting a voluntary annexation petition to obtain access to general fund services (for example – garbage collection, but not use of parks & recreation services) and/or utility service(s) as defined via the City Water and Wastewater System Extension and Connection Policies. Similar to the City Water and Wastewater System Extension and Connection Policies – General Policy Statement C – “The City Council has the right to approve or deny proposed

connection or extension to its water or wastewater system based on the City's best interest", this policy details further that the City Council has the right to accept or deny voluntary annexation and/or require property owners to enter into a written agreement with the City for voluntary annexation at such future date as the City Council determines that it is in the best interest of the City and the City can provide a majority of consistent city services to the property. The petition for annexation of property to the City is attached hereto as Exhibit A.

A. CONTIGUOUS AND/OR INFILL VOLUNTARY ANNEXATION WITH PROPERTY SUBDIVISION:

1. It is the intent of the City of Mebane to require voluntary annexation for contiguous and infill properties seeking the referenced City services. Contiguous is defined as sharing a common boundary composed of more than just a survey stake connection. Infill is defined as sharing a common boundary composed of two or more common boundaries.
2. City staff must determine that a majority of consistent city services can be provided.
3. Building permits can be issued once City Council votes to receive the annexation petition and other City requirements have been fulfilled.

B. CONTIGUOUS AND/OR INFILL VOLUNTARY ANNEXATION WITHOUT PROPERTY SUBDIVISION:

1. It is the intent of the City of Mebane to require voluntary annexation for contiguous and infill properties seeking the referenced City services. Contiguous is defined as sharing a common boundary composed of more than just a survey stake connection. Infill is defined as sharing a common boundary composed of two or more common boundaries.
2. City staff must determine that a majority of consistent city services can be provided.
3. Building permits can be issued once City Council votes to receive the annexation petition and other City requirements have been fulfilled.
4. If determined acceptable for voluntary annexation recording via County Register of Deeds Office, the presently recorded metes & bounds are acceptable to meet voluntary annexation petition requirements in lieu of updated surveys for same said properties (without property subdivision). Annexation plats are required to be submitted as dictated in North Carolina General Statute 47-30

C. NONCONTIGUOUS VOLUNTARY ANNEXATION WITH PROPERTY SUBDIVISION:

1. It is the intent of the City of Mebane to require voluntary annexation for noncontiguous properties that will be subdivided seeking the referenced city services. Noncontiguous is defined as not sharing a common boundary composed of more than just a survey stake

connection. Subdivision or subdivided is defined as a property that has been or will be subdivided into one or more properties consistent with the City's Unified Development Ordinance.

2. City staff must determine that a majority of consistent city services can be provided.
3. Building permits can be issued once City Council votes to receive the annexation petition and other City requirements have been fulfilled.

D. NONCONTIGUOUS VOLUNTARY ANNEXATION WITHOUT PROPERTY SUBDIVISION:

1. It is the intent of the City to require voluntary annexation for noncontiguous properties that will not be subdivided if a majority of consistent city services can be provided efficiently and effectively. Noncontiguous is defined as not sharing a common boundary composed of more than just a survey stake connection. Subdivision or subdivided is defined as a property that has been or will be subdivided into one or more properties consistent with the City's Unified Development Ordinance.
2. City staff must determine that a majority of consistent city services can be provided.
3. If determined a majority of consistent City services cannot be provided and the definitions of D(1) are met, the City Manager will recommend if any City services should be offered without immediate voluntary annexation and require the property owner(s) to enter into a written agreement with the City for annexation as such future date as the City Council determines that it is in the best interest of the City and the City can provide a majority of consistent city services to the property.
 - a. This written agreement will be required to be added as a property deed restriction to ensure it is binding for future action.
 - i. See Section F of this policy.
 - b. Building permits can be issued once City Council votes to receive the referenced written agreement regarding future voluntary annexation is recorded in general and included as a property deed restriction.
4. If determined acceptable for voluntary annexation recording via County Register of Deeds Office, the presently recorded metes and bounds are acceptable to meet voluntary annexation petition requirements in lieu of updated surveys for same said properties (without property subdivision). Annexation plats are required to be submitted as allowed in North Carolina General Statute 47-30

E. NON-CITY APPROVED/HISTORICALLY SUBDIVIDED NEIGHBORHOODS VOLUNTARY ANNEXATION WITHOUT PROPERTY SUBDIVISION:

1. It is the intent of the City to only require voluntary annexation for existing neighborhoods not previously approved by the City or those where the neighborhood creation pre-dates their inclusion within the City jurisdiction when either the majority of the total properties located within the neighborhood or the majority of the residents within the neighborhood submit documented requests/interests in voluntary annexation. Majority is defined as 50% plus to ensure city services can be efficiently and effectively provided.
2. This section does not apply to throughfare (US/NC routes and major City collector routes) frontage properties/sites.
3. Properties within neighborhoods not meeting the majority definition for voluntary annexation and desiring connection to utility municipal service are referred to Section F of this policy.

F. REQUIREMENT OF PROPERTY OWNERS TO ENTER INTO A WRITTEN AGREEMENT WITH THE CITY FOR ANNEXATION AS SUCH FUTURE DATE AS THE CITY COUNCIL DETERMINES THAT IS IN THE BEST INTEREST OF THE CITY AND THE CITY CAN PROVIDE A MAJORITY OF CONSISTENT CITY SERVICES TO THE PROPERTY.

1. It is the intent of the City of Mebane to require property owners connecting to water and/or sewer connection services to request either immediate voluntary annexation or enter into a written agreement with the City for annexation as such future dates as the City Council determines that is in the best interest of the City.
2. The City Manager will make a recommendation to City Council to not require immediate voluntary annexation in situations where it is determined a majority of consistent City services cannot be provided to the property(s), neighborhood, and recommends immediate connection to City water and/or sewer after said written agreement is recorded (in general and as property deed restriction).
3. The written agreement with the City for annexation as such future date as the City Council determines shall be recorded in general and as a property deed restriction upon said and/or all property deeds to ensure it is binding for future action.
4. The property and customers will be charged outside City utility rates until annexed into the City corporate limits.
5. Building permits can be issued once the written agreement has been recorded in the Registry and as a property deed restriction and other City requirements have been fulfilled.

- a. Exhibit B attached to this policy provides a template for the written agreement. The City Attorney is authorized to adjust this template as it is recognized it will require updates and changes.

G. COMMUNITY DEVELOPMENT PROJECTS

1. Similar to the City Water and Wastewater System Extension and Connection Policies – General Policy Statement F (1) – regarding “Certain community development projects are exempt from assessment provisions”, this policy details further to the City Council the right to not require voluntary annexation related to certain community development projects.
2. The City Manager will provide a recommendation to City Council regarding community development project exemptions.

Mebane Fire Dept. Monthly Report

		January		Year to Date		% Change from 2022
Structural Response						
Totals		27		27		0%
Average Personnel Per Response		13		13		
Average Volunteer Response		3		3		
Non Structural Responses						
Totals		57		57		-17%
Total Fire Response		84		84		-13%
Location (Year to Date)		North		South		
Total Number/Precentage		36/43%		48/57%		
		North		South		
Average Fire Response Time		5:08		5:31		
Percentage of Calls Inside City		54%		54%		
Percentage of Calls Outside City		28%		28%		
Percentage of Calls for Mutual Aid		18%		18%		
EMT Response		169		169		-18%
Location (Year to Date)		North		South		
Total Number/ Percentage		99/59%		70/41%		
CPS Seats Checked		14		14		
Smoke Alarms Checked/Installed		6		6		
Station Tours/Programs		2		2		
# of Participants		8		8		
Events Conducted/Attended		2		2		

Mebane Fire Dept. Monthly Report

		February		Year to Date		% Change from 2022
Structural Response						
Totals		23		50		6%
Average Personnel Per Response		12		12		
Average Volunteer Response		2		2		
Non Structural Responses						
Totals		45		103		-23%
Total Fire Response		68		153		-15%
Location (Year to Date)		North		South		
Total Number/Precentage		59/39%		94/61%		
		North		South		
Average Fire Response Time		5:25		5:20		
Percentage of Calls Inside City		62%		57%		
Percentage of Calls Outside City		22%		26%		
Percentage of Calls for Mutual Aid		16%		17%		
EMT Response		156		325		-18%
Location (Year to Date)		North		South		
Total Number/ Percentage		179/55%		146/45%		
CPS Seats Checked		14		28		
Smoke Alarms Checked/Installed		6		12		
Station Tours/Programs		2		4		
# of Participants		79		87		
Events Conducted/Attended		179/55%		146/45%		
Safety Message on City Water Bill		5350		5350		



Planning Board

Minutes to the Meeting
March 13, 2023, 6:30 p.m.

The Planning Board meeting was held at the Glendel Stephenson Municipal Building located at 106 E. Washington Street, Mebane, NC 27302 and livestreamed via YouTube. The video can be accessed through the following link: <https://www.youtube.com/watch?v=XI-uJ54tBhc>.

Members Present:

Edward Tulauskas, Chair
Judy Taylor, Vice Chair
Susan Semonite
William Chapman
Kurt Pearson
Keith Hoover
Gale Pettiford
David Scott

Members Absent:

Jason VanBuren

City Staff Present:

Ashley Ownbey, Development Director
Rachel Gaffney, City Planner
Briana Perkins, City Planner

Kirk Montgomery, IT Director
Chad Cross, IT Specialist

1. Call to Order

At 6:28 p.m. Chairman Tulauskas called the meeting to order.

2. Approval of November 14, 2022, Meeting Minutes

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

3. City Council Actions Update

Ashley Ownbey, Development Director, introduced David Scott as a new Planning Board member, filling the vacant ETJ position for Alamance County. She then introduced Rachel Gaffney and Briana Perkins as new City Planners. She also provided an update on the City Council's action at their December 2022 meeting, which included four rezoning requests.

4. Text amendments to Sections 6-5 and 6-7 of the Mebane Unified Development Ordinance. UDO 23-01

Ashley Ownbey presented the second phase of amendments to the Mebane Unified Development Ordinance (UDO), which includes updates to Section 6-5 – Parking, Stacking, and Loading, and Section 6-7 – Signs.

The UDO update timeline, Section 6-5 proposed changes, and Section 6-7 proposed changes are provided in the meeting agenda packet available [here](#).



Ashley Ownbey began her presentation with the changes to Section 6-5 Parking, Stacking, and Loading. She reviewed minimum parking requirements by land use categories, beginning with residential uses.

Kurt Pearson asked about data gathered for the proposed change of the parking requirement for one- and two-bedroom apartments, particularly if staff had considered data that indicates people are using less cars. Ashley Ownbey responded staff had considered peer requirements, and most other communities have the same parking requirement for one- and two-bedroom apartments. She suggested staff could consider any parking studies associated with apartment use.

Judy Taylor asked how the requirements consider parking for amenities and guests. Kurt Pearson also expressed his concern that some developments with most two-bedroom apartments will not have enough parking. Susan Semonite agreed with the need for visitor parking. Ashley Ownbey replied staff could complete more research.

Ashley Ownbey continued with the proposed minimum parking changes, reviewing proposed changes in requirements for Recreational Uses, Educational and Institutional Uses, and Business, Professional, and Personal Services. She mentioned the conversation for reducing parking requirements for hotels and motels began when a former Planning Board member considered the request for the Lowes Boulevard Hotel Development Special Use modification. Additionally, she added the reduced parking requirement for medical, dental, and related offices was informed by a recent submittal from Duke Health.

Ashley Ownbey reviewed proposed changes to minimum parking requirements, describing changes for Retail Trade, Wholesale Trade, Transportation, Warehousing & Utilities, and Manufacturing & Industrial Uses.

David Scott asked if any developer had a problem with the proposed change in calculating the minimum parking for industrial users. Ashley Ownbey replied that the new proposed change would match the industry standards for developers.

Gale Pettiford asked if anyone had contacted the Postmaster about the requirements for the post office. Ashley Ownbey responded that staff had not but could contact them and do some further research.

Judy Taylor asked if the required parking for industrial uses should be reduced for automated uses since the number of employees would be reduced. Ashley Ownbey said that staff had proposed language to allow for parking reductions if an industrial user is known and language could be proposed that considers the type of business or technology being used.

Susan Semonite commented that the hotel reduction would be concerning if two hotels shared parking and may have customers competing for parking spaces. David Scott also asked if the hotel research only came from Apex. Ashley Ownbey replied that the research came from several peer



communities.

Ashley Ownbey concluded the presentation on Section 6-5 and reviewed changes to Section 6-7, Signs. She also introduced Ben Hitchings from Green Heron Planning, LLC who was a consultant helping with the updates to the sign ordinance. Ashley Ownbey reviewed that amendments to the sign standards in the UDO largely serve to improve the readability of this section, incorporate findings from peer research and public engagement, and address changes in the evolving federal legal framework for this activity. Key revisions include a reorganization of the sign standards, selected revisions and additions to sign definitions, a reworking of the standards for temporary signs, reformatting of the sign table, reduction in the allowable area, height, and location of freestanding pole signs, clarification of the standards for advertising in murals, and introduction of new sign types, such as gasoline canopy signs and window signs.

David Scott asked if “snipe signs” had always been out of compliance. Ashley Ownbey replied that enforcement is currently taken to remove these types of signs.

David Scott asked about multiple temporary signs prior to elections and if there was already a start date prior to elections that signs could be put up. Ashley Ownbey replied that the City currently allowed for 45 days prior, and the State regulates the political signs in DOT rights-of-way, but local jurisdictions can regulate elsewhere.

Susan Semonite asked if the State regulated when the election signs came down. Ashley Ownbey replied that the State does regulate that political signs must come down after an election. Susan Semonite also asked what the gas filled signs were. Ashley Ownbey explained that blow-up signage could be air- or gas-filled.

Tom Boney Jr., Editor and Publisher for The Alamance News, asked if the City was still allowed to regulate time periods. Ben Hitchings replied that with the 2015 court case and the new 2022 court case *City of Austin v. Reagan National Advertising of Austin, LLC*, the ruling still allowed local jurisdictions to regulate time, place, and manner standards. He stated that he would send the new regulations to a UNC School of Government colleague to take a second look.

Tom Boney Jr. also asked if the new changes had been approved by the City Attorney. Ashley Ownbey replied that the City Attorney had been part of the process from the beginning. She said that they had discussed the temporary sign allowance with the Attorney and a residential property owner could use their one temporary sign allowance for a political sign at any point of the year, but multiple signs are only allowed around elections.

David Scott asked to clarify where the 45-day prior rule would be included. Ashley Ownbey replied the updates to the sign ordinance would establish the 45-day prior rule on political signs. Ben Hitchings clarified that the new language allowed for multiple temporary signs on private property and did not state they had to be political.



David Scott asked if billboards were included in the decrease of display area for pole signs. Ashley Ownbey responded that billboards had separate standards from freestanding pole signs.

Susan Semonite asked if the existing pole signs would have to adhere to the new standards of having a ground sign if pole signs were prohibited. Ashley Ownbey replied that the UDO had a provision for non-conformities and that only structurally altering or relocating a pole sign would result in adhering to the new approved standards. Susan Semonite also asked if sign face changeouts would also require bringing the sign into conformity. Ashley Ownbey said a sign face change out would not constitute a major change.

Chairman Tulauskas opened the floor for public comments.

Mary McFarland of 307 North Willow Road, asked about signage at her business located at 303 West Ruffin Street. Ashley Ownbey reviewed the zoning for Ms. McFarland's property and stated the City is proposing that property zoned B-2, General Business could have pole signs, but she could not confirm Ms. McFarland's sign would be classified as a pole sign without further review.

Ed Priola of 747 South Eighth Street, commented that he did not hear a full answer to Mr. Boney's question about limiting free speech and having a 45-day limit on signs on private property which was concerning. He said that having temporary signs on private property was the only way people could express themselves in a political sense. He asked how the City could even limit how many signs were allowed on personal property and would like to see a more legal answer. He said that he liked the change of at least allowing one political sign year-round but would like to understand how they could limit signs at all on private property with the 45-day limit. Chairman Tulauskas replied that these standards were not finalized and the City was going to research the legalities more before bringing the final proposed changes to City Council.

Tom Boney, Jr. commented that he recalled that there was a finding from the UNC School of Government staff against local jurisdictions putting a time limit on signs. Ben Hitchings replied that he was not aware of the exact item Mr. Boney was referencing. He stated that he would check with Adam Lovelady who was one of the Land Use Development faculty regarding the temporary sign standards.

Tom Boney, Jr. asked how many changes to proposed parking requirements began with inquiries or requests from developers. Ashley Ownbey replied that for certain uses, including hotels, industrial uses, and medical offices, staff began noting concerns as projects were reviewed. No developer had made a specific request.

Tom Boney, Jr. asked if parking would be offset for landscaping. Ashley Ownbey replied that Phase 3 of the UDO updates would address landscaping and any incentives to use with parking.

Judy Taylor asked if the square footage allowed for a pole sign be per side or total amount. Ashley Ownbey said that the square footage would be per side, with a maximum of two sides. David Scott



commented that Ruby Tuesday's sign that had three sides would only count the two advertising sides and not the third side.

Mary McFarland commented that it was hard to find things when the signs are ground signs. She said that sometimes growing communities have so many signs that putting everything on the ground makes it hard to see.

Ashley Ownbey informed the Planning Board that staff would research further the topics that had come up in discussion and bring new information to the next Planning Board meeting.

5. Proposed Text Amendment to the City of Mebane Unified Development Ordinance Article 4 ("Use Regulations, Density, and Dimensional Standards, Development Standards for Individual Uses"), Table 4-1-1 (Table of Permitted Uses) and Section 4-7.7, D, to allow Equipment Rental and Leasing (with outside storage) by Special Use Permit in the B-2 General Business District by 3S Investments, LLC. RZ 23-01

3S Investments, LLC, is requesting a text amendment to allow Equipment Rental and Leasing (with outside storage) by Special Use request in the B-2 Zoning District. Ashley Ownbey stated that the use had general development standards in place to protect residential neighbors. She also stated that the request would be generally consistent with City of Mebane's Comprehensive Plan, *Mebane by Design* and would still afford protection of residential neighbors through the Special Use process.

Chad Huffine, representing 3S Investments LLC, presented that the Equipment Rental and Leasing (with outside storage) would provide another option for business growth in the B-2 zoning district. He also said that the text amendment would still require a Special Use which would go through staff, Planning Board, and City Council for approval. Mr. Huffine stated that there were other businesses in the B-2 zoning district that he thought would also benefit from having the outside storage option.

Kurt Pearson asked Ashley Ownbey if staff would still be looking at screening and standards. Ashley Ownbey replied that staff would still review the general standards and each case would be reviewed by Planning Board and City Council as part of the Special Use process.

Tom Boney Jr. asked where the business is that was requesting the text amendment. Chad Huffine replied that the text amendment was in general for all businesses in the B-2 zoning district who fall under the use of Equipment Rental and Leasing (with outside storage).

Tom Boney Jr. asked why the specific business could not ask for a waiver instead of a text amendment. Ashley Ownbey replied that a text amendment is necessary in order to allow the use to be permitted in the underlying zoning district. Staff could not consider a waiver for a use not allowed.



Kurt Pearson made a motion to approve the text amendment for Equipment Rental and Leasing (with outside storage) in the B-2 zoning district with a Special Use as follows:

Motion to approve the text amendment as presented; and

Motion to find that the application is consistent with the objectives and policies for growth and development in the Comprehensive Land Development Plan, Mebane by Design.

Keith Hoover seconded the motion, which passed unanimously.

6. Request to rezone the +/- 6.19-acre property located on Wilson Road and Forest Oaks Lane (PIN 9824046036), from R-20 to B-2 (CD) to allow for a farm supplies and equipment retail use by Hendon Properties, LLC. RZ 23-02

Hendon Properties, LLC is requesting approval to conditionally rezone a property totaling +/- 6.19 acres located on the corner of Forest Oaks Lane and Ben Wilson Road (GPIN 9824046036) from R-20 to B-2 (CD) to allow for a Farm Supplies and Retail use. The property is located in Alamance County in the Extra-Territorial Jurisdiction (ETJ) and would need to petition for annexation into the City to connect to City utilities. The property is currently vacant with a gravel overflow parking lot for Chick-Fil-A and a stormwater pond. According to City of Mebane's Comprehensive Land Development Plan, *Mebane by Design*, the property is located in the secondary growth area and generally commercial in nature. The applicant also proposes to subdivide the parcel into three separate lots with one lot as the Farm Supplies and Retail use, the second lot for future development and overflow parking, and the third lot as the stormwater retention area.

The site-specific plan, proposed multi-modal improvements, and proposed conditions are provided in the meeting agenda packet available [here](#).

Rachel Gaffney provided a more detailed overview and PowerPoint presentation of the request.

Keith Hoover asked if this development would open up Wilson Road. Rachel Gaffney responded that one of the conditions of approval was to build out to the North Carolina Department of Transportation stub of Wilson Road instead of conducting a TIA study.

David Scott asked if the applicant must have easement agreement before approval. Ashley Ownbey responded right-of-way must be acquired and legally recorded before construction plans are approved.

Keith Hoover asked if all of the affected neighbors were notified since very few had shown up for the meeting. Rachel Gaffney responded that the applicant held neighborhood meetings and the City notified all property owners within a 300-mile radius as well as posting signs to the property.

The following individuals attended the meeting to represent the zoning request:

Mark Tiller of Hendon Properties, LLC

Matt Lowder, a civil engineer with Bowman North Carolina Ltd.



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Mark Tiller commented Ms. Gaffney had presented all of the details of his request but would answer any specific questions the Board or public may have.

Kurt Pearson asked if a community meeting had been held. Mark Tiller replied that he did have community meetings and had placed packets in neighbors' mailboxes to inform them when the meetings would be held. He said he had held one meeting on Zoom and another at Wendy's. Mr. Tiller commented he only spoke with about 4 out of 21 of the notified property owners.

David Scott asked Mr. Tiller if any of those he spoke to had asked for additional buffering on the back side of the property that abuts the residential development. Mark Tiller replied that no one had brought up landscaping, but he did have many concerns about the water drainage with the current stormwater pond, the water down Forest Oaks Lane, and the overflow of the stream.

Kurt Pearson asked about how many times Mark Tiller had presented to the Mebane Technical Review Committee (TRC). Mark Tiller responded that he had been through the process about three times. Kurt Pearson also asked if the TRC asked to increase the buffer. Mark Tiller replied that the TRC had required the standard Type B buffer per the Mebane UDO.

Susan Semonite asked if the current stormwater area was to remain. Mark Tiller replied that the current pond would be enlarged and improved.

Susan Semonite also asked if the second driveway was primarily just for loading. Mark Tiller replied that the second driveway would be primarily used for deliveries. Keith Hoover asked if the road would be wide enough to accommodate large trucks. Mark Tiller replied that the opening was a little wider for the large trucks to make the turn. Matt Lowder also commented that Forest Oaks Lane would be widened with curb and gutter added to accommodate the larger trucks as well.

Matt Lowder presented that the new plans will have a 100-year stormwater pond that the TRC had proposed to reduce the amount of water on Forest Oaks Lane. He stated that the 100-year rain event pond was a higher standard than required for the use but was a recommendation from the TRC to address the drainage concerns in the area.

David Scott asked if there was new curb and gutter on both sides of Forest Oaks Lane. Matt Lowder responded that there would be curb and gutter added to both sides for the increase of traffic. David Scott also asked other properties affected by the road improvements would have to contribute funding. Matt Lowder replied that there would be no costs for the other property owners and that all costs would be covered by the developer.

Judy Taylor asked what the road widening would be. Matt Lowder replied that the road would have a new turn lane added and the second driveway would have a wider radius for trucks to turn into.



Susan Semonite asked if the gravel area that Chick-Fil-A uses for overflow parking would be kept. Matt Lowder replied that they planned to have a paved parking area for Chick-Fil-A to use as their overflow parking. Kurt Pearson asked if that parking would go away when that property was developed. Mark Tiller responded that they plan to have an agreement with Chick-Fil-A to keep that parking area even if that property was developed in the future.

Keith Hoover asked why the two driveways had been moved from Wilson Road to Forest Oaks Lane as originally shown on the plans. Matt Lowder replied that during TRC review, it was suggested to move the driveways to Forest Oaks Lane which made more sense with the traffic pattern. Keith Hoover also asked about the stub being continued on Wilson Road. Matt Lowder replied that the developer would construct Wilson Road to the NCDOT stub, which provides an additional connection to Mebane Oaks Road.

Keith Hoover wanted to clarify that the stormwater pond was still going to remain. Matt Lowder replied that it would basically remain, but would be elongated and enlarged to create the 100-year retention pond as requested by the TRC.

Tom Boney Jr. asked what the timeframe was for constructing the Tractor Supply. Mark Tiller replied that they were hoping to start in late Spring with Council approval and TRC approval.

Chairman Tulauskas opened the floor for public comments.

Jared Schumann of 3987 Forest Oaks Lane stated that he had conducted research in 2014 when he first purchased his property that the stormwater pond was not to be enlarged, but the proposed site plan showed the tree line being removed. He expressed concern that his property value would decrease when Tractor Supply was constructed since the second driveway was only about 100 feet from his driveway. He also asked when the Tractor Supply was planned to be finished. Mark Tiller replied that they were looking at construction being completed by the end of the year.

Jared Schumann also asked if the power line would be fixed also since it was currently entangled in trees. He indicated he was originally planning to have some of those trees cut back to improve the situation. Susan Semonite asked why he was personally fixing it. Mr. Schumann replied that Duke had told him that they would not clear the trees. Mr. Schumann believed was one tree away from having a power outage. He asked if the landscaping proposed would be removing trees. Mark Tiller replied the intent was to keep as much existing vegetation as possible. Mr. Tiller also remarked that usually Duke was typically receptive to clearing power lines and he would be open to calling Duke himself to see if they would clear the power line.

Susan Semonite asked if the planned buffer included existing trees. Matt Lowder replied the plan is to keep approximately twenty feet of buffer of existing vegetation and add additional landscaping to meet the 50-foot buffer requirements.



Mary McFarland asked if the new Tractor Supply would have a dog washing station. Mark Tiller responded that it was slated to have one. Ms. McFarland also commented that 89 parking spaces was a lot for a Tractor Supply store and asked about UDO requirements. Ashley Ownbey replied the development was meeting requirements for retail sale of bulky items and considering both indoor and outdoor retail space.

Kurt Pearson made a motion to approve the B-2 (CD) zoning request from Hendon Properties, LLC as follows:

*Motion to approve the B-2 (CD) zoning as presented; and
Motion to find that the application is consistent with the objectives and goals in the City's 2017 Comprehensive Land Development Plan, Mebane by Design specifically for the property being within the City's G-4 Secondary Growth Area generally commercial in nature (Mebane CLP, p.66).*

David Scott seconded the motion, which passed unanimously.

7. New Business

Ashley Ownbey updated the Planning Board of ways to provide input for the US 70 multi-modal corridor study.

8. Adjournment

Chairman Tulauskas adjourned the meeting at approximately 8:12 p.m.