THE ERWIN BOARD OF COMMISSIONERS  
JULY 2015 REGULAR MEETING  
THURSDAY, JULY 2, 2015 @ 7:00 P.M.  
ERWIN MUNICIPAL BUILDING BOARD ROOM  

AGENDA  

1. MEETING CALLED TO ORDER  
   A. INVOCATION  
   B. PLEDGE OF ALLEGIANCE  

2. AGENDA ADJUSTMENTS / APPROVAL OF AGENDA  

3. CONSENT (Page 2)  
   All items on Consent Agendas are considered routine, to be enacted on one motion  
   without discussion. If a Board member or citizen request discussion of an item, the  
   item will be removed from the consent Agenda and considered under New Business  
   
   A. Minutes from Budget Workshop on June 1, 2015 (Page 2)  
   B. Minutes from Regular Meeting on June 4, 2015 (Page 4)  
   C. Minutes from Budget Workshop on June 16, 2015 (Page 14)  

4. PUBLIC HEARING  
   A. Z-2015-002, Rezoning Request (R-6 to B-2), 3 parcels off Erwin Road (north of  
      Erwin Road, east of Bayles Street and west of Prince Street) (Page 20)  
   B. Z-2015-003, Rezoning Request (R-10 to RD), 1109 West E Street and 1111 West E  
      Street (Page 39)  
   C. ZT-2015-004, Zoning Text Amendment, to clarify site plan requirements and legal  
      description for various applications (Page 59)  

5. NEW BUSINESS  
   A. Erwin Depot Phase 1 Proposal – David Black, Hager Smith  

6. MANAGER’S REPORT  

7. ATTORNEY’S REPORT  

8. PUBLIC COMMENT  
   Each speaker is asked to limit comments to 3 minutes, and the requested total comment period will be 15  
   minutes or less. Citizens should sign up prior to the start of the meeting. Please provide the clerk with  
   copies of any handouts you have for the Board. Although the Board is interested in hearing your  
   concerns, speakers should not expect Board action or deliberation on subject matter brought up during  
   the Public Comment segment. Thank you for your consideration of the Town Board, staff and other  
   speakers. §160A-81.1  

9. GOVERNING BODY COMMENTS  

10. ADJOURNMENT
The Board of Commissioners for the Town of Erwin with Mayor Patsy Carson presiding, held a Budget Workshop in the Town Hall on Tuesday, May 26, 2015 at 4:00 P. M. in Erwin, North Carolina.

Board Members present were: Commissioners William Turnage, Frankie Ballard, Alvester McKoy, Ricky Blackmon, Randy Baker and Thurman Whitman.

Town Manager Richard Douglas and Town Clerk Cynthia Patterson were present.

Department Heads present were: Finance Director Debbie Chestnut, Public Works Director Mark Byrd, Planner Kathy Blake and Police Chief Bill Morris.

Mayor Patsy Carson called the meeting to order at 4:00 P. M.

Commissioner McKoy gave the invocation.

Those present recited the Pledge of Allegiance.

**RECONVENED**

Commissioner Turnage made a motion to reconvene from the Tuesday, May 26, 2015 Budget Workshop at 4pm and was seconded by Commissioner Whitman. **Motion Approved Unanimously.**

**DISCUSSION OF THE 2015-2016 BUDGET**

After some discussion from the Board, it was the Consensus of the Board to make the following changes to the proposed 2015-2016 Budget:

- **Revenues**—Unappropriated Powell Bill increased from $0 to $25,000

- The existing Police Records Clerk position was restored to full-time status ($43,530 per year in salary and benefits)

- The existing Administration Customer Service Specialist position was restored to full-time status ($43,529 per year in salary and benefits)
Overall Impact to Operating Budget as a Result of These Changes:

- In order to provide for a balanced budget, the fund balance appropriation now stands at $140,364, an overall decrease from $147,975 in the Town Manager’s proposed budget (compared to $121,913 after the second budget work session)

- The total operating budget now stands at $3,107,064, a decrease from the Town Manager’s proposed budget of $3,269,075 (compared to $3,063,613 after the second budget work session)

ADJOURNMENT

Commissioner Baker made a motion to adjourn at 4:53 pm and was seconded by Commissioner Turnage. **Motion Approved Unanimously.**

MINUTES RECORDED AND TYPED BY
CYNTHIA PATTERSON TOWN CLERK

____________________________       ______________________
Patsy M. Carson                Cynthia B. Patterson, CMC
Mayor                          Town Clerk
The Board of Commissioners for the Town of Erwin with Mayor Patsy Carson presiding, held its Regular Meeting in the Town Hall on Thursday, June 4, 2015 at 7:00 P. M. in Erwin, North Carolina.

Board Members present were: Commissioners William Turnage, Alvester McKoy, Ricky Blackmon, Randy Baker, Thurman Whitman and Frankie Ballard.

Town Manager Richard Douglas, Town Clerk Cynthia Patterson and Town Attorney Mac Hunter were present.

Mayor Patsy Carson called the meeting to order at 7:00 P. M.

Commissioner Alvester McKoy gave the invocation.

Those present recited the Pledge of Allegiance.

**APPROVAL OF AGENDA**

Commissioner Whitman made a motion to amend the agenda with the following:
Add a Closed Session pursuant the General Statue 143-318.11a6 for the purpose of Discussion of Personnel under New Business 6B on the agenda and was seconded by Commissioner Ballard. **Motion Unanimously Approved.**

Commissioner Whitman made a motion to approve the agenda with changes and was seconded by Commissioner Turnage. **Motion Unanimously Approved.**

**CONSENT ITEMS**

Commissioner Whitman made a motion to approve (Item A) Approval of Regular Minutes of 05/07/15 with correction on Page 8002 under Reconvene motion, (Item B) Approval of Budget Workshop Minutes of 05/14/15, (Item C) Approval of Budget Workshop Minutes of 05/26/15, (Item D) Contract with Harnett County on Computer Support Services (Item E) Financial Report Summary for April 2015 (Item F) Textile Museum Capital Project Fund Resolution and was seconded by Commissioner Baker. **Motion Unanimously Approved.**

A copy of the Contract with Harnett County on Computer Support Services, Financial Report Summary, and Textile Museum Capital Project Fund Resolution is incorporated into these minutes as Attachment #1
MINUTES CONTINUED FROM JUNE 4, 2015

PUBLIC HEARING

Commissioner Turnage made a motion to go into a public hearing at 7:01pm and was seconded by Commissioner Whitman. **Motion Unanimously Approved.**

**ZONING TEXT AMENDMENT ZT-2015-002 TIME LIMITATION FOR CERTIFICATES OF ZONING COMPLIANCE**

Erwin Planner Kathy Blake came forward and informed the Board that the current Zoning Ordinance does not include time limitations for certificate of zoning compliance permits. Recently, staff was approached with a situation of a property owner of a commercial building that had obtained zoning compliance approval in 2009 to renovate half of the building but has not completed the work. The 2009 building permit has expired but not the Town’s zoning compliance approval, therefore, any text amendments since 2009 are not applicable.

After reviewing text from several local governments and establishing that most have a stated time limitation on zoning compliance, staff adapted the proposed text from the Harnett County Unified Development Ordinance. Specifically, under the text amendment, certificate of zoning compliance permits would expire if work is not started in 180 days of issuance or if work is discontinued for a period of 12 months.

Mayor Carson asked if anyone would like to speak in favor of the proposed Zoning Text Amendment to please come forward. No one came forward.

Mayor Carson asked if anyone would like to speak against the proposed Zoning Text Amendment to please come forward. No one came forward.

Commissioner McKoy made a motion to close the public hearing at 7:03pm and was seconded by Commissioner Turnage. **Motion Unanimously Approved.**

Commissioner Baker moved that the Board of Commissioners of the Town of Erwin hereby finds that the proposed ordinance entitled ZT-2015-002 Zoning Text Amendment to Article XX Section 36-579 Certificate of Zoning compliance and Building Permit required by adding (d) to define a time limitation for certificates of zoning compliance is consistent with the Town of Erwin Land Use Plan adopted June 5, 2014 because proposed development should meet future established standards. Further, the Board finds that the ordinance is reasonable and in the public interest because it closely follows the time expirations for building permits and made a motion to approve ZT-2015-002 Zoning Text Amendment to Article XX Section 36-579 Certificate of Zoning Compliance and building permit required by adding (d) to define time limitations for certificates of zoning compliance and shall read as follows:
MINUTES CONTINUED FROM JUNE 4, 2015

(d) If the work described in any zoning compliance permit has not begun within 180 days from the date of issuance thereof, said permit shall expire. If after commencement, the work is discontinued for any period of 12 months or greater, the permit shall immediately expire and further work as described in the expired permit shall not proceed unless and until a new zoning compliance permit has been obtained. and was seconded by Commissioner Turnage. Motion Unanimously Approved.

A copy of the Staff’s Memo and Ordinance is incorporated into these minutes as Attachment #2

PUBLIC HEARING

Commissioner Blackmon made a motion to go into public hearing at 7:05pm and was seconded by Commissioner Turnage. Motion Unanimously Approved.

ZONING TEXT AMENDMENT ZT-2015-003 LANDSCAPING REQUIREMENTS FOR EXISTING DEVELOPED PROPERTIES

Erwin Planner Kathy Blake came forward and informed the Board that staff has begun to work with the newly adopted landscape regulations, there are several zoning text adjustments staff has found that need clarification.

A. Section 36-440

1. Interpretation of Section 36-440 requires renovations smaller than 25% of the gross floor area or less than one-third of the replacement value to comply with landscaping requirements but not larger renovation projects. This appears to put a greater financial burden on smaller businesses. Following is the existing text from Chapter 36 Zoning, Article XV General Provisions, Section 36-440 Existing developed properties –

   Nonresidential properties which were existing and developed prior to the effective date of the article making improvements, expansions, renovations or repairs to interior and exterior features greater than 25 percent of the gross floor area or at least one-third of the replacement value, or changes in the type of occupancy are not required to comply with the requirements of this article.

2. Existing development is now addressed in the text adopted February 5, 2015 in Section 9-4041.24.2 (now in Section 36-436) Affected property, (b) Renovation to existing development.

   Any "change of use" as defined by the state building code or if total renovations to an existing development within a five-year period enlarge the total footprint twenty-five (25) percent or more, then the parking area for such development shall be required to comply with the minimum requirements set forth herein to the fullest extent technically feasible as determined by the permit-issuing authority.
MINUTES CONTINUED FROM JUNE 4, 2015

B. Section 9-4041.24.2, (b), 8 and 9

1. This section lists development exempt from approval. In the list are (8) proposed land use and (9) existing land use which appear to contradict the intent of the landscaping regulations. The existing text for Section 9-4041.24.2 (now in Section 36-436) Affected property, Development exempt from approval follows:

   (8) Proposed (land) use. The intended or anticipated use of the property once the certificate of occupancy is issued.

   (9) Existing (land) use. The legal or permitted use of the land according to the city zoning ordinance.

Mayor Carson asked if anyone would like to speak in favor of the proposed Zoning Text Amendment to please come forward. No one came forward.

Mayor Carson asked if anyone would like to speak against the proposed Zoning Text Amendment to please come forward. No one came forward.

Commissioner Baker made a motion to close the public hearing at 7:10pm and was seconded by Commissioner Turnage. Motion Unanimously Approved.

Commission Baker moved that the Board of Commissioners of the Town of Erwin hereby finds that the proposed ordinance entitled ZT-2015-003 Zoning Text Amendment to delete Section 36-440 Existing developed properties and to amend Section 9-4041.24.2 (after recodification on April 2, 2015 now under Section 36-436) Affected property (b) Development exempt from approval by deleting (8) and (9) is consistent with the Town of Erwin Land Use Plan adopted June 5, 2014 because it works to improve the appearance of the Community while preserving the rights of existing businesses. Further, the Board finds that the ordinance is reasonable and in the public interest because it requires property owners to comply with parking area landscaping requirements for projects involving significant improvements while limiting impacts on existing businesses and made a motion to approve ZT-2015-003 Zoning Text Amendment to delete Section 36-440 Existing developed properties and to amend Section 9-4041.24.2 (after recodification on April 2, 2015 now under Section 36-436) Affected property (b) Development exempt from approval by deleting (8) and (9) and was seconded by Commissioner Blackmon. Motion Unanimously Approved.

A copy of the Staff’s Memo and Ordinance is incorporated into these minutes as Attachment #3
MINUTES CONTINUED FROM JUNE 4, 2015

OLD BUSINESS

STORM WATER UTILITIY POLICY AND RESOLUTION

Town Manager Richard Douglas informed the Board that as presented at the May Board of Commissioners regular meeting and discussed at the Board of Commissioners February planning session, staff is recommending the implementation of a storm water utility to better address our storm water management issues and provide a funding source. It has been modeled with the City of Washington’s program and input from Town Engineer Bill Dreitzler. To provide for simpler administration, the proposed monthly customer fee is the same for all utility accounts, regardless of the type of use (residential, commercial, etc.), size of lot, and amount of impervious surface.

Staff has reduced the proposed monthly customer fee from $4 per month for all utility accounts to $1.25 per month, as discussed at a prior budget work session. This fee is projected to generate approximately $28,000 per year for storm water maintenance. If adopted, the storm water utility fee would be effective July 1, 2015, and customers would see this fee reflected in the sanitation line item of their county utility bills. Staff recommends approval of the resolution and policy establishing a storm water utility.

Commissioner Turnage made a motion to approve the Storm Water Utility Policy and Resolution and was seconded by Commissioner McKoy. **Motion Unanimously Approved.**

*A copy of the Storm Water Utility Policy and Resolution is incorporated into these minutes as Attachment #4*

NEW BUSINESS

REQUEST FOR A PUBLIC HEARING: ZONING TEXT AMENDMENT, TO CLARIFY SITE PLAN REQUIREMENTS

Planner Kathy Blake informed the board for a request from staff to set a public hearing date to consider the proposed zoning text amendment case # ZT-2015-004, *Zoning Text Amendment to clarify site plan requirements and legal description for various applications for the regular Board of Commissioners meeting set on July 2, 2015.*

The Planning Board recommended approval for the proposed zoning text amendment.
The following is being considered:

**Staff Recommendation:** (bold is proposed and strike proposes removing existing text)

1. Add to Article II. Definitions, Section 36-34. Definitions the following:

   Site Plan (Site Specific Development Plan) means a plan submitted to the Town that describes existing conditions, proposed use, and improvements for parcel(s) of property to allow for verification that codes are being met. Such a plan is generally for the purpose of obtaining various zoning and floodplain permits or approvals, but not limited to, any of the following plans or approvals: preliminary or general development plan, zoning compliance permit, subdivision plat, conditional use permit, conditional use zoning district, planned unit development, or any other land use approval designation as may be utilized by the Town.

2. Amend portions of Article XIV Parallel Conditional Use, Section 36-394 Application as follows:

   Petitions for a zoning map amendment to establish a Parallel Conditional Use District shall be submitted in accordance with the provisions of this article. The Parallel Conditional Use District classification shall be considered only by application of the owner of the subject property or duly authorized agent. Such applications shall be accompanied by a legal description, written text specifying the use proposed, and by a site plan showing the following:

   (1) The dimensions metes and bounds and acreage of the site and its relation to surrounding properties.

   (8) Title, north arrow, scale, names of owner, developer, surveyor, and the date of preparation of the plan. Scale no smaller than one inch equals 100 feet (1”=100’) on standard sheet sizes of 8.5” x 11”, 8.5” x 14”, 11” x 17” or 18” x 24”. The applicant shall furnish an electronic or PDF copy of all site plan sheets larger than 8.5” x 14”.

3. Amend Article XX Administration and Enforcement Sec. 36-580. - Application procedures as follows:

   (a) Each application for a certificate of zoning compliance shall be accompanied by two sets of plans drawn to an engineering scale no smaller than one inch equals 100 feet (1”=100’) on standard sheet sizes of 8.5” x 11”, 8.5” x 14”, 11” x 178” or 18” x 24”, one of which shall be returned to the applicant upon approval. The applicant shall furnish an electronic or PDF copy of all site plan sheets larger than 8.5” x 14”. The plan shall show the following:
Amend Article XXII Conditional Uses, Sec. 36-642. - Application for conditional use as follows:

a) Application for conditional use permits. Application for the conditional use permit, signed by the applicant, shall be addressed to the board of commissioners and presented to the administrative official. Each application shall contain or be accompanied by such legal descriptions, maps, plans and other information so as to completely describe the proposed use and existing conditions. The application shall be forwarded to the board of commissioners and the administrative official shall notify the chairperson of the planning board of the application. The site specific development plan shall include the following:

1. The metes and bounds and acreage of the site and its relation to surrounding properties.
2. The layout of the entire project including the proposed use and location of all buildings.
3. The location and dimension of present and proposed streets and private drives, and pedestrian facilities.
4. The location of points of entry and exit for motor vehicles and the internal vehicular circulation pattern.
5. The location and layout of all off-street parking and loading spaces, including the number of spaces shown and required for each use.
6. The location of existing and proposed plantings and screenings, including the type and size of each plant to be installed.
7. The location and size of existing and proposed utility lines, watercourses and drainage lines and easements.
8. Title, north arrow, scale, names of owner, developer, surveyor, and the date of preparation of the plan. Scale no smaller than one inch equals 100 feet (1”=100’) on standard sheet sizes of 8.5” x 11”, 8.5” x 14”, 11” x 17” or 18” x 24”. The applicant shall furnish an electronic or PDF copy of all site plan sheets larger than 8.5” x 14”.
9. Proposed phasing, if any, and approximate completion time of the project.
10. Any and all conditions and requirements of this article.

4. Amend Article XXII Conditional Uses, Sec. 36-648. - Conditions for planned unit developments, condominiums and town homes as follows:

13) Submission requirements.

b. Each applicant shall also provide a site plan drawn at a scale of at least one inch equals 50 feet on standard sheet sizes of 8.5” x 11”, 8.5” x 14”, 11” x 17” or 18” x 24”. The applicant shall furnish an electronic or PDF copy of all site plan sheets larger than 8.5” x 14”. The site plan shall show and showing the following information:
c. The required site plan shall be prepared by a licensed architect, landscape architect, professional land planning consultant, or registered surveyor. **License or registration must be in the State of North Carolina.**

d. Each applicant shall provide building plans prepared by a **North Carolina** licensed architect and drawn at a scale of at least one-eighth-inch equals one foot which shall show the following:

5. **Amend Article XXIII Changes and Amendments, Sec. 36-671.** - Action by the applicant (This section includes text regulations and zoning district lines) as follows:

2. **Application.** Application for any change or amendment shall be filed with the administrative official at least 25 days prior to the planning board meeting at which the application is to be considered. The application shall contain a description of the proposed amendment, a legal description if not a text amendment, and the names and addresses of property owners, **per the Harnett County property records**, directly affected by the proposed change.

Commissioner Baker asked Planner Kathy Blake to explain why the Town of Erwin needs this and what kind of purpose of having this in place.

Ms. Blake stated that the benefits of having this in place is spelled out and makes it clearer to everyone else involved. It was clear to Ms. Blake however it was not clear to everyone else that a plan is a site plan which is a drawing that is done to scale, an engineer scale (1 to 100 & 1 to 10) typically in everywhere I have worked since the 1980’s you get an engineer drawing. It doesn’t necessarily mean that a surveyor or a registered engineer has to do it although some of your plans which are already required for multifamily site plan, commercial site plans they are all done by a registered surveyor. Someone coming in to do addition on their house or build a shed in their backyard, they can use graph paper and draw out a plan that works for that.

Commissioner Baker asked if this would not require every single person or applicant to go to the expense of having a professional site plan. Ms. Blake stated no it does not.

It was the Consensus of the Board to move forward with the Public Hearing at the next regular meeting on Thursday, July 2, 2015 at 7pm.

**CLOSED SESSION**

Commissioner Whitman made a motion to go into closed session at 7:34pm Pursuant to General Statute 143-318.11(a)(6) for the Purpose of Discussing Matters Concerning Personnel and was seconded by Commissioner Blackmon. **Motion Unanimously Approved.**
MINUTES CONTINUED FROM JUNE 4, 2015

RECONVENE
Commissioner Baker made a motion to go back into regular session at 7:40pm and was seconded by Commissioner Turnage. Motion Unanimously Approved.

PUBLIC COMMENT

Charlie Page of 79 Green Forest Circle, Dunn, NC came forward and spoke to the Board. Mr. Page stated he had some concerns with the Planning & Zoning with a situation that he has had since March 2015 trying to get a permit for a customer. Mr. Page stated that he has dealt with many places in getting permits for customers through Clayton Homes of Dunn and the Town of Erwin was the hardest place to get one. I can get a permit with Cary and Raleigh easier than the Town of Erwin. Again, we began this process back in March and just received the permit this week. What Mr. Page’s concern is the Board sits up here at night and makes some rules based on what people say and not knowing the cost. A surveyor starts at $800 on a small piece of property and goes up. An engineer starts at $600 for him to even start the process and if you asked a customer to draw something to engineering scale that’s tough to do unless they went to engineering school.

Linda Lamonda of 500 West A. Street, Erwin, NC. came forward and spoke to the Board. Mrs. Lamonda expressed concerns with dogs at neighbor’s house. They are pit bulls at which one of them attacks the fence and follows Mrs. Lamonda by the fence and charges at me. Mrs. Lamonda needs someone with her when she is out in the yard to scare the dog off. She has lots of flowers in the backyard and should not be scared to be in her own yard. Her fence is 4ft in height and those dogs can jump over it. She has even videoed the dogs. The Chief of Police has been there on one occasion when the dog attacked the fence. The dogs bark all the time. Animal Control has been out and they put it back on the Erwin Police Dept. Would like for the Town of Erwin to talk with Animal Control and stop this.

GOVERNING BOARD COMMENTS

Mayor Carson informed the Board that she has received a bid from Brewington’s for $12,000 on moving the depot. The Town would need to tear off the front part of the depot. This needs to be addressed soon due to being charged rental of where the depot is located now.
MINUTES CONTINUED FROM JUNE 4, 2015

ADJOURNMENT

 Commissioner Blackmon made a motion to adjourn at 7:59pm and was seconded by Commissioner McKoy.  Motion Unanimously Approved.

MINUTES RECORDED AND TYPED BY
CYNDIA B PATTerson TOWN CLERK

____________________________       ________________________
Patsy M. Carson     Cynthia B. Patterson, CMC
Mayor                        Town Clerk
The Board of Commissioners for the Town of Erwin with Mayor Patsy Carson presiding, held a Budget Workshop in the Town Hall on Tuesday, June 16, 2015 at 6:00 P. M. in Erwin, North Carolina.

Board Members present were: Commissioners William Turnage, Alvester McKoy, Randy Baker and Thurman Whitman.

Board Members absent were: Commissioners Frankie Ballard and Ricky Blackmon.

Town Manager Richard Douglas and Town Clerk Cynthia Patterson were present.

Department Heads present were: Finance Director Debbie Chestnut, Planner Kathy Blake and Park and Recreation Doug Stevens.

Mayor Patsy Carson called the meeting to order at 6:00 P. M.

Commissioner McKoy gave the invocation.

Those present recited the Pledge of Allegiance.

Commissioner Baker made a motion to go into Public Hearing at 6:01pm and was seconded by Commissioner Whitman. Motion Approved Unanimously.

PUBLIC HEARING

FISCAL YEAR 2015-2016 BUDGET ORDINANCE

Mayor Carson asked if anyone would like to speak in favor of the proposed 2015-2016 Budget Ordinance to please come forward.

Resident Jimmy Davis of 110 Marion Drive, Erwin, came forward and asked for a summary of the proposed budget.

Manager Richard Douglas then read the following Addendum #3:

- Revenues—Unappropriated Powell Bill increased from $0 to $25,000

- The existing Police Records Clerk position was restored to full-time status ($43,530 per year in salary and benefits)

- The existing Administration Customer Service Specialist position was restored to full-time status ($43,529 per year in salary and benefits)
Overall Impact to Operating Budget as a Result of These Changes:

- In order to provide for a balanced budget, the fund balance appropriation now stands at $140,364, an overall decrease from $147,975 in the Town Manager’s proposed budget (compared to $121,913 after the second budget work session)

- The total operating budget now stands at $3,107,064, a decrease from the Town Manager’s proposed budget of $3,269,075 (compared to $3,063,613 after the second budget work session)

Essentially, all Capital Items with the exception of the service truck from Public Works has been removed from the proposed budget. There are no new positions added to the proposed budget with only the two (2) part time positions restored full time and two (2) Re-Classifications.

Tax Rate will stay the same (48 Cents) Fire Dept. (7 Cents)

Sanitation will increase to $2.20 per month which will provide funds for Landfill Fees as well as Vehicle Replacement cost for the yard waste and bulk items.

Storm Water Utility Fee $1.25

1% Cola for Employees

Insurance---Carrier (BCBS) will stay the same and also the plan.

Resident Jimmy Davis came forward and thanked the Board, Manager and Staff for all the diligence and hard work that has been put into this budget and as a citizen Mr. Davis appreciated it.

Mayor Carson asked if anyone would like to speak against the proposed 2015-2016 Budget Ordinance to please come forward.

No one came forward.

Commissioner Baker made a motion to close the public hearing at 6:10pm and was seconded by Commissioner Turnage. **Motion Approved Unanimously.**

Commissioner Baker made a motion to approve the Fiscal Year 2015-2016 Budget Ordinance as represented with Addendum #3 for the Town of Erwin Operating Budget and was seconded by Commissioner Whitman. **Motion Approved Unanimously.**

A copy of the 2015-2016 Budget Ordinance, Addendum #3, Fee Schedule and Job Classification/Grade Schedule is incorporated into these minutes as Attachment #1
NEW BUSINESS

FY 2014-2015 BUDGET AMENDMENTS

This Budget Amendment reflects more revenue for Fire Protection Charges in the amount of $12,000, entered as revenue as noted in Section 2 and dispersed as an expense as noted in Section 3 below. Powell Bill Unappropriated reflects expenditures for paving over budget in the amount of $60,000 as noted in Section 2 and Section 3 below. Ad Valorem revenues are increased $12,000.00 as reflected in Section 2 and dispersed as reflected in Section 3. Fund Balance Appropriated is adjusted in the amount of $55,000 for completion of the FEMA project and increased P&L and Worker’s Comp. insurance premiums, reflected in Section 2.

Commissioner Baker asked in looking at this current year’s budget, the fund balance and appropriation, the percentage of that fund balance that we appropriated how much we needed to balance the books. Mr. Douglas stated that we don’t have a confirmed figure and would let the Board know once Staff has the figure.

Commissioner Baker made a motion to approve Fiscal Year 2014-2015 Budget Amendment and was seconded by Commissioner Turnage. Motion Approved Unanimously.

A copy of the 2014-2015 Budget Amendment is incorporated into these minutes as Attachment #2

ADJOURNMENT

Commissioner Baker made a motion to adjourn at 6:31pm and was seconded by Commissioner Whitman. Motion Approved Unanimously.

MINUTES RECORDED AND TYPED BY
CYNTHIA PATTERSON TOWN CLERK

_________________________________  ________________________
Patsy M. Carson     Cynthia B. Patterson, CMC
Mayor                        Town Clerk
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<th>Budget</th>
<th>Actual</th>
<th>Y-to-D %</th>
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<th>Y-to-D %</th>
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<td>87,560.00</td>
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<td>COMMUNITY CENTER</td>
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<td></td>
<td>3,162,965.00</td>
<td>3,002,161.58</td>
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Y-to-D GENERAL FUND BALANCE INCREASE (DECREASE) (88,508.05) (453,432.91)

<table>
<thead>
<tr>
<th>Account</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>CASH MANAGEMENT</td>
<td>452,909.57</td>
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<tr>
<td>BB&amp;T CASH IN BANK</td>
<td>114,582.75</td>
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<tr>
<td>BB&amp;T PUBLIC FUND MONEY MARKET</td>
<td>126,907.60</td>
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<tr>
<td>SUNTRUST MONEY MARKET</td>
<td>5,166.23</td>
</tr>
<tr>
<td>FIRST FEDERAL MONEY MARKET</td>
<td>1,102,003.15</td>
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<td>Y-to-D INVESTMENT BALANCE IN GENERAL FUND ACCOUNTS</td>
<td>1,801,569.30</td>
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<td>BB&amp;T POWELL BILL FUND</td>
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<td>BB&amp;T STATE FORFEITURE</td>
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<td>BB&amp;T FEDERAL FORFEITURE</td>
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<td>FIRST FEDERAL PORTER PARK PROJECT</td>
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<tr>
<td>FIRST FEDERAL GAP RESERVE/COMMUNITY ENHANCEMENT</td>
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<td>SUNTRUST PRIEBB FIELD ACCT.</td>
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<td>SUNTRUST TEXTILE MUSEUM</td>
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<td>RAIL-RAIL GRANT CHECKING</td>
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Y-to-D INVESTMENT BALANCE RESTRICTED FUNDS 4,058,973.88

CUMULATIVE BALANCE FOR TOWN OF ERWIN 5,860,543.18
## TOWN OF ERWIN
FINANCIAL SUMMARY REPORT
YTD COMPARISON OF FY 2015 & FY 2014

### ACCOUNT BALANCES

<table>
<thead>
<tr>
<th></th>
<th>YTD May-15</th>
<th>YTD May-14</th>
<th>YTD Difference</th>
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<tbody>
<tr>
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<td>236,877.02</td>
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<tr>
<td>SUNTRUST TEXTILE MUSEUM</td>
<td>696,087.98</td>
<td>695,745.91</td>
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<td>RAIL-RAIL GRANT CHECKING</td>
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### CUMULATIVE BALANCE FOR TOWN OF ERWIN
5,860,543.18 6,571,750.72

### Y-T-D GENERAL FUND BALANCE INCREASE (DECREASE)

<table>
<thead>
<tr>
<th></th>
<th>YTD May-15</th>
<th>YTD May-14</th>
<th>YTD Difference</th>
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<tbody>
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<td>POWELL BILL-STREETS</td>
<td>296,731.71</td>
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<tr>
<td>POLICE</td>
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<td>796,718.01</td>
<td>(10,872.49)</td>
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<td>LIBRARY</td>
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<td>COMMUNITY CENTER</td>
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<td>1,338.71</td>
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<th>YTD May-15</th>
<th>YTD May-14</th>
<th>YTD Difference</th>
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</thead>
<tbody>
<tr>
<td>Y-T-D BALANCE RESTRICTED FUNDS</td>
<td>4,058,973.88</td>
<td>4,861,608.01</td>
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<td>CUMULATIVE BALANCE FOR TOWN OF ERWIN</td>
<td>5,860,543.18</td>
<td>6,571,750.72</td>
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</table>
NOTICE OF PUBLIC HEARING
TOWN OF ERWIN

The Town of Erwin Board of Commissioners will conduct a Public Hearing on the following items Thursday, July 2, 2015 at 7:00 P.M. in the Town Hall Board Room located at 100 West F. Street.

- Z-2015-002, Hartman, request for a Map Amendment to Rezone 3 parcels identified as PINs 1507-41-6251.000, 1507-41-7012.000, & 1507-41-5082.000, off Erwin Rd. and North of Erwin Rd., East of Bayles St. and West of Prince St. from R-6 to B-2.

- Z-2015-003 Hobbs, request for a Map Amendment to rezone 1109 West E St. (PIN 0597-24-1277.000) and 1111 West E St. (PIN 0597-24-2396.000) from R-10 to R-D.

- ZT-2015-004 Zoning Text Amendment to clarify site plan requirements and legal description for various applications

A copy of these applications is available for review at the Erwin Town Hall. Questions concerning this matter may be addressed to Town Manager Richard Douglas at (910) 897-5140.

The public is encouraged to attend.

Publish Dates: June 19 and June 26, 2015
AGENDA ITEM NUMBER 4A

PUBLIC HEARING

Erwin Board of Commissioners
REQUEST FOR CONSIDERATION

To: The Honorable Mayor and Board of Commissioners
From: Kathy K. Blake, Town Planner
VIA: Richard Douglas, Town Manager
Date: July 2, 2015
Subject: Z-2015-002, Hartman, an application request to rezone 3 parcels identified as PINs 1507-41-6251.000, 1507-41-7012.000, & 1507-41-5082.000, off Erwin Rd. and north of Erwin Rd., east of Bayles St. and west of Prince St. from R-6 to B-2
Applicant: Jim and Debra Hartman
Property Owner: Jim D. Hartman

Application Description:

Mr. Jim Hartman submitted an application to rezone 3 parcels identified as PINs 1507-41-6251.000, 1507-41-7012.000, & 1507-41-5082.000, north of Erwin Rd., east of Bayles St. and west of Prince St. from R-6, Residential to B-2, Highway Business. The total area requested for rezoning is approximately 2.7 ac. The parcels appear to have 2 buildings/barns and a shed. The parcel is owned by Jim D. Hartman.

The properties to the east, south and northwest are zoned R-6 and the uses consist of single-family dwellings and a church. To the east is a parcel zoned B-2 that is used commercially. The parcel to the north is the Walmart shopping center parcel in the City of Dunn’s jurisdiction.

The parcels have no direct street frontage and are currently accessed through the parcel addressed as 2408 Erwin Rd. With 2408 Erwin Rd. currently zoned as B-2, it appears unlikely that these rear parcels might be considered for residential development.

Staff Recommendation:

Staff recommends approval of Z-2015-002 as presented.

Planning Board Recommendations:

At their June 15, 2015 meeting, the Planning Board voted in the affirmative on each consistency statement and voted unanimously to recommend approval of Z-2015-002, a map amendment to rezone 3 parcels identified as PINs 1507-41-6251.000, 1507-41-7012.000, & 1507-41-5082.000, off Erwin Rd. and north of Erwin Rd., east of Bayles St. and west of Prince St. from R-6 to B-2.
The IMPACT to the adjacent property owners and the surrounding community is reasonable, and the benefits of the rezoning outweigh any potential inconvenience or harm to the community.

Reasoning:

The requested zoning district is COMPATIBLE with the existing Land Use Classification.

Reasoning:

The proposal does ENHANCE or maintain the public health, safety and general welfare.

Reasoning:

The proposal is in ACCORD with the 2014 Land Use Plan and sound planning principals.

Reasoning:

The request is for a SMALL SCALE REZONING and should be evaluated for reasonableness.

Reasoning: There are other parcels zoned B-2 in the immediate area therefore this application should not be evaluated for reasonableness of a small scale rezoning.

Suggested State-of-Consistency (staff concludes that…)
The requested rezoning to B-2 (Highway Business) appears to be compatible with all of the Town of Erwin’s regulatory documents. The rezoning could have a positive impact on the surrounding community if carried through and it is recommended that this rezoning request be Approved.

Suggested Motions for Z-2015-002 Hartman:

A. Statement of Consistency and Reasonableness:

I move to recommend that the Board of Commissioners of the Town of Erwin hereby finds that the proposed ordinance entitled Z-2015-002, Hartman, request for a map amendment to rezone 3 parcels identified as PINs 1507-41-6251.000, 1507-41-7012.000, & 1507-41-5082.000, off Erwin Rd. and north of Erwin Rd., east of Bayles St. and west of Prince St. from R-6 to B-2 …

1. is consistent with the Town of Erwin Land Use Plan adopted June 5, 2014 because the proposed rezoning appears to fit the character of the area. Further, the Board finds that the ordinance is reasonable and in the public interest because it appears to promote the public health, safety, and general welfare. OR

2. is NOT consistent with the Town of Erwin Land Use Plan adopted June 5, 2014 because __________________________. Further, the Board finds that the ordinance is NOT reasonable and in the public interest because _______________________.


B. Ordinance adoption:

I move to:

1. Approve Z-2015-002, Hartman, request for a map amendment to rezone 3 parcels identified as PINs 1507-41-6251.000, 1507-41-7012.000, & 1507-41-5082.000, off Erwin Rd. and north of Erwin Rd., east of Bayles St. and west of Prince St. from R-6 to B-2, OR

2. Deny Z-2015-002, Hartman, request for a map amendment to rezone 3 parcels identified as PINs 1507-41-6251.000, 1507-41-7012.000, & 1507-41-5082.000, off Erwin Rd. and north of Erwin Rd., east of Bayles St. and west of Prince St. from R-6 to B-2.

Attachment: Staff Report and supporting documents
TOWN OF ERWIN
PLANNING BOARD/BOARD OF ADJUSTMENTS
JUNE 15, 2015

Staff Contact: Kathy Blake, Planning-Inspections Director

Planning Board: June 15, 2015 Town Commissioners: July 2, 2015 Case #: Z-2015-002

Requesting: Rezoning request from R-6 (Residential) to B-2 (Highway Business)

<table>
<thead>
<tr>
<th>Applicant Information:</th>
</tr>
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<tbody>
<tr>
<td><strong>Owner of Record:</strong></td>
</tr>
<tr>
<td>Name: Jim D. Hartman</td>
</tr>
<tr>
<td>Address: 400 W. J St.</td>
</tr>
<tr>
<td>City/State/Zip: Erwin/NC/28339</td>
</tr>
<tr>
<td><strong>Applicant:</strong></td>
</tr>
<tr>
<td>Name: Jim D. Hartman</td>
</tr>
<tr>
<td>Address: 400 W. J St.</td>
</tr>
<tr>
<td>City/State/Zip: Erwin/NC/28339</td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>Property Description:</th>
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<tbody>
<tr>
<td>PIN: 1507-41-6251.000, 1507-41-7012.000, &amp; 1507-41-5082.000, off Erwin Rd. and north of Erwin Rd., east of Bayles St. and west of Prince St.</td>
</tr>
<tr>
<td>Town Limits: X Yes □ No</td>
</tr>
<tr>
<td>Acreage: 2.7 acres</td>
</tr>
<tr>
<td>Address/SR #: parcels do not have address at this time.</td>
</tr>
<tr>
<td>Current Zoning: R-6</td>
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<tr>
<td>Township: Duke</td>
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<table>
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<tr>
<th>PHYSICAL CHARACTERISTICS</th>
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<tr>
<td><strong>Site directions:</strong> from Town Hall, turn left on S 13th St. and travel 0.3 mi. to signal, turn right on Denim Dr. Continue on Denim Dr. approximately 1.6 mi. The area for rezoning is located on the left, past Bayes St. behind 2406 Erwin Rd.</td>
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### Services Available

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<th>Transportation:</th>
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<td>X Public Unverified</td>
<td>Annual Daily Traffic Count:</td>
</tr>
<tr>
<td>Private Unverified</td>
<td>Private Unverified</td>
<td>7,800 (nearest location in 2013)</td>
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<tr>
<td>Other: Unverified</td>
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<td>Site Distances: Good</td>
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### Zoning District Compatibility – residential and business

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<th>Requested B-2</th>
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<td>Religious uses</td>
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<td>Municipal Facilities</td>
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<tr>
<td>Retail</td>
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<tr>
<td>Offices</td>
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<td>Social Uses</td>
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<td>Trades</td>
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<td>Motels, etc.</td>
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<td>Mobile Food Vendor</td>
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### Conditional Uses:

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<th>B-2</th>
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<td>Condominium and townhouse developments</td>
<td>Multifamily dwelling</td>
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<tr>
<td>Day care centers, preschools, etc.</td>
<td>Two-family dwelling</td>
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<td>Customary home occupations</td>
<td>Manufactured home, Class A</td>
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<td>Day care centers, preschools, etc.</td>
<td>Electronic Gaming</td>
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<tr>
<td>Private Recreation facilities for profit</td>
<td>Convenience store</td>
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</table>
Applicant’s Legal Description for Rezoning:

TRACT TWO:

BEGINNING at a stake in the northeastern corner of Robert E. Lee’s present lot and runs thence North 87 degrees 56 min. West 69.04 feet to a stake; thence North 2 degrees 12 min. East 220.96 feet to a stake; thence South 89 degrees 57 min. East 327.18 feet to a stake; thence South 2 degrees 8 min. West 232.60 feet to a stake in a ditch; thence with the J. A. Hodges line North 87 degrees 55 min. West 258.14 feet to the beginning. Said lot containing 1.703 acres. This also being a part of the land described in deed dated October 11, 1965 from Mary L. Wood Avery and husband Leamon Roger Avery to Richard D. Wood a recorded in Book 473, Page 90, Harnett County Registry.

For history of title to Tract Two see Deed dated January 3, 1978 to Jerry Milton Manning, recorded in Book 666, Page 439, Harnett County Registry.

TRACT THREE:

BEGINNING at a stake in a ditch, a corner for J. A. Hodges and J. M. Manning and runs thence North 27 degrees 30 minutes East 193 feet to an iron stake in the original line with Henry Jarrell, thence as said line South 88 degrees West 185 feet to a stake, a corner of J. A. Hodges other tract; thence as the line of said tract South 50 degrees 30 minutes West 260 feet to a stake in a ditch at a poplar; thence as the ditch South 85 degrees 30 minutes West 72 feet to the beginning, and contains one-half acre, more or less.

The herein described land described in Deed of T. C. Bridges and wife, Natalie Leona Bridges, dated May 26, 1954, and recorded in Book 356, Page 23, Harnett County Registry.

For history of title for Tract Three see Deed dated December 14, 1998 to Jerry Milton Manning and wife, Carolyn M. Manning, recorded in Book 1317, Page 228, Harnett County Registry.

TRACT FOUR:

BEGINNING at an iron stake, Manning’s corner at a poplar and runs North 50 degrees 30 minutes East 260 feet to a stake in the old line; thence as that line South 86 degrees East 86 feet to a stake; thence South 27 degrees 30 minutes West 152 feet to a stake; thence South 50 degrees West 18 feet to an iron stake at a ditch; thence South 85 degrees 30 minutes 208 feet to the beginning and contains one-half acre, more or less.

And being the identical property described in Deed of Cay Lucas and wife, Iva Lucas, and others, to J.A. Hodges, now deceased dated February 19, 1954 and recorded in Book 350, Page 523, Harnett County Registry.

For history of title for Tract Four see Deed dated December 14, 1998 to Jerry Milton Manning and wife, Carolyn M. Manning, recorded in Book 1317, Page 228, Harnett County Registry.
Site Photographs:
2014 Land Use Plan designates this area as “medium intensity”.

Medium Intensity - The medium intensity land use classification is primarily intended for medium to high density mixed residential uses in close proximity to the town’s core or major corridors. This classification may also include some low impact neighborhood business, government, or institutional uses that serve the immediate needs of residents in the area. The existing mill village surrounding the downtown is an example of medium intensity development.
Zoning Ordinance:

The intent of the districts is as follows:

**R-6 (Residential District)** is to provide for a mixture of single-family and multifamily dwelling units.

**B-2 (Highway Business)** is to accommodate a wide variety of large commercial, wholesale, and retail businesses.

Notice of Public Hearing:

No amendment shall be adopted by the Board of Commissioners until after public notice and hearing. Notice of a public hearing shall be given once a week for two successive calendar weeks in a newspaper of general circulation in the Town of Erwin. Said notice to be published the first time not less than ten (10) days or more than twenty-five (25) days prior to the date fixed for said hearing. In addition to the newspaper notice, notice shall also be made by posting the property concerned with a poster indicating the proposed change and date of hearing when the application is for a change to a district boundary.

Evaluation:

<table>
<thead>
<tr>
<th></th>
<th>Yes</th>
<th>No</th>
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</table>

The **IMPACT** to the adjacent property owners and the surrounding community is reasonable, and the benefits of the rezoning outweigh any potential inconvenience or harm to the community.

Reasoning: __________________________________________

<table>
<thead>
<tr>
<th></th>
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<th>No</th>
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</table>

The requested zoning district is **COMPATIBLE** with the existing Land Use Classification.

Reasoning: __________________________________________

<table>
<thead>
<tr>
<th></th>
<th>Yes</th>
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<tbody>
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</table>

The proposal does **ENHANCE** or maintain the public health, safety and general welfare.

Reasoning: __________________________________________

<table>
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<tr>
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</table>

The proposal is in **ACCORD** with the 2014 Land Use Plan and sound planning principals.

Reasoning: __________________________________________

<table>
<thead>
<tr>
<th></th>
<th>Yes</th>
<th>X</th>
<th>No</th>
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</thead>
<tbody>
<tr>
<td></td>
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</table>

The request is for a **SMALL SCALE REZONING** and should be evaluated for reasonableness.

Reasoning: There are other parcels zoned B-2 in the immediate area therefore this application should not be evaluated for reasonableness of a small scale rezoning.

Suggested State-of-Consistency (staff concludes that…)

The requested rezoning to B-2 (Highway Business) appears to be compatible with all of the Town of Erwin’s regulatory documents. The rezoning could have a positive impact on the surrounding community if carried through and it is recommended that this rezoning request be Approved.
Suggested Motions for Z-2015-002 Hartman:

C. Statement of Consistency and Reasonableness:

I move to recommend that the Board of Commissioners of the Town of Erwin hereby finds that the proposed ordinance entitled Z-2015-002, Hartman, request for a map amendment to rezone 3 parcels identified as PINs 1507-41-6251.000, 1507-41-7012.000, & 1507-41-5082.000, off Erwin Rd. and north of Erwin Rd., east of Bayles St. and west of Prince St. from R-6 to B-2 …

3. is consistent with the Town of Erwin Land Use Plan adopted June 5, 2014 because the proposed rezoning appears to fit the character of the area. Further, the Board finds that the ordinance is reasonable and in the public interest because it appears to promote the public health, safety, and general welfare. OR

4. is NOT consistent with the Town of Erwin Land Use Plan adopted June 5, 2014 because ________________________. Further, the Board finds that the ordinance is NOT reasonable and in the public interest because ______________________.

D. Ordinance adoption:

I move to:

3. Approve Z-2015-002, Hartman, request for a map amendment to rezone 3 parcels identified as PINs 1507-41-6251.000, 1507-41-7012.000, & 1507-41-5082.000, off Erwin Rd. and north of Erwin Rd., east of Bayles St. and west of Prince St. from R-6 to B-2, OR

4. Deny Z-2015-002, Hartman, request for a map amendment to rezone 3 parcels identified as PINs 1507-41-6251.000, 1507-41-7012.000, & 1507-41-5082.000, off Erwin Rd. and north of Erwin Rd., east of Bayles St. and west of Prince St. from R-6 to B-2.

Attachments: Maps, application
Adjacent property mailing list
Proposed ordinance for Official Map amendment
Z-2015-002 Hartman from R-6 to B-2 – existing zoning map
Application for an Amendment To The Official Zoning Map of Erwin, NC

Staff Only: Zoning Case # Z-2015-002
Fee: $250 Check # MO Cash
PB Recommendation: A D A/W Conditions
BOC Date: Decision: A D T A/W Conditions

Print Applicant Name: Jim O Brey Hartman
Name of Legal Property Owner: Sam
Location of Property: 2409 Erwin Rd

Please Circle One of the Following: Less than one Acre One to 4.99 Acres Five or more Acres

Zoning change requested from R to B

If Conditional District, note conditions:
Harnett County Tax Map PIN 150 41 50 02 70 12 6851
Property owner(s) of area requested and address(es)

(If more space is required, please attach to this document separately)

Submit names and addresses of property owners immediately adjacent to the proposed rezoning area (and properties within 100 feet of proposed rezoning area) and across any street(s) and identify on an area map
- Attach a metes and bounds description, deed drawing of the area involved or a reference to lots in an approved subdivision on the entire property requested for change
- This application must be filed with the Town Hall by 4:00 p.m. on the Friday which is at least 25 days before the meeting at which it is to be considered and may be withdrawn without penalty no later than 19 days prior to the public hearing

Whenever an application requesting an amendment has been acted on and denied by the Town Board, such application, or one substantially similar shall not be reconsidered sooner than one year after the previous denial.

It is understood by the undersigned that the Zoning Map, as originally adopted and as subsequently amended, is presumed by the Town to be appropriate to the property involved and that the burden of proof for a zoning amendment rests with the applicant. Applicant is encouraged to discuss the Proposed Zoning Amendment with Affected Property Owners.

Signature of Applicant: Jim O Brey Hartman
Contact Number: 910 263-3829
Mailing Address of Applicant: 2409 Erwin Rd, Erwin, NC 27528

PAID

MAY 26 2015

TOWN OF ERWIN
Z-2015-002 Hartman, off Erwin Rd. - applicant
Z-2015-002 Hartman, off Erwin Rd. - applicant
<table>
<thead>
<tr>
<th>Name 1</th>
<th>Name 2</th>
<th>Address1</th>
<th>Address2</th>
<th>City/Town</th>
<th>PIN</th>
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<tbody>
<tr>
<td>JIM D. HARTMAN</td>
<td></td>
<td>405 WEST J ST</td>
<td></td>
<td>ERWIN</td>
<td>1507-40-3993.000</td>
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<td>BARBARA WEST HUGHES</td>
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<td>616 WONDERTOWN DR</td>
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<td>ERWIN</td>
<td>1607-41-2860.000</td>
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<td>RALPH WOOD</td>
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<td>619 WONDERTOWN DR</td>
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<td>RALF A. WOOD</td>
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<td>WILIAM R. POPE</td>
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<td>510 S CHURCH ST</td>
<td></td>
<td>COATS</td>
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<td>PROPERTY TAX DEPARTMENT</td>
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<td>510 S CHURCH ST</td>
<td></td>
<td>COATS</td>
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<td>JASON D. MANNING</td>
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<td>329 SALT MARKET ST</td>
<td></td>
<td>DUNN</td>
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<tr>
<td>CALLIE F. MANNING</td>
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<td>329 SALT MARKET ST</td>
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<tr>
<td>RODNEY DEAN LUCAS</td>
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<td>2302 DUNN ERWIN RD</td>
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<td>SHAUNA WARREN</td>
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<td>109 PRINCE ST</td>
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<td>1507-41-9008.000</td>
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<tr>
<td>FREE GOSPEL COMMUNITY CHAPEL</td>
<td></td>
<td>C/O REV KITTY CAVANAUGH</td>
<td></td>
<td>HOPE MILLS</td>
<td>1507-51-1005.000</td>
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<tr>
<td>JIM D. HARTMAN</td>
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<td>405 WEST J ST</td>
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<tr>
<td>GARY M. WEST</td>
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<td>MARVIN L. BROOKS</td>
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</tbody>
</table>
ORDINANCE FOR MAP AMENDMENT

CASE # Z-2015-002

AMENDMENT TO THE OFFICIAL ZONING MAP TO REZONE FROM R-6 TO B-2

PER ZONING ORDINANCE ARTICLE XXIII FOR 3 PARCELS KNOWN AS PIN 1507-41-6251.000, PIN 1507-41-7012.000, & PIN 1507-41-5082.000

ORD 2015-2016: 001

Per Chapter 36 Zoning, Article XXIII, Changes and Amendments, Harnett County PIN’s 1507-41-6251.000, 1507-41-7012.000, & 1507-41-5082.000, all owned by Jim D. Hartman and without direct street frontage, have been rezoned to B-2, Highway Business, Case# Z-2015-002.

Legal description per deed book 2130, page 664:

Lying and being in Duke Township, Harnett County, North Carolina, and being more particularly described as follows:

TRACT TWO:

BEGINNING at a stake in the northwest corner of Robert E. Avery’s patent lot and more especially North 87 deg. 36 min. West 29.04 feet to a stake; thence North 2 deg. 13 min. East 230.96 feet to a stake; thence South 30 deg. 57 min. East 327.19 feet to a stake thence South 2 deg. 5 min. West 233.60 feet to a stake in a ditch; thence with the J. A. Hodges line North 87 deg. 55 min. West 255.14 feet to the beginning. Said lot containing 1.703 acres. This also being a part of the land described in deed dated October 11, 1965 from Mary L. Wood Avery and husband, Learnc Roger Avery to Richard D. Wood a recorded in Book 473, Page 90, Harnett County Registry.

For history of title to Tract Two see Deed dated January 3, 1978 to Jerry Milton Manning, recorded in Book 670, Page 185, Harnett County Registry.

TRACT THREE:

BEGINNING at a stake in a ditch, a corner for J. A. Hodges and J. M. Manning and runs a new line North 27 degrees 30 minutes East 193 feet to an iron stake in the original line with bank of Jernigan; thence as that line South 58 degrees East 163 feet to a stake, a corner of J. A. Hodges’
Adopted this the 2nd day of July 2015.

_____________________
Patsy Carson,
Mayor

ATTEST:

_________________________
Cynthia Patterson, CMC
Town Clerk
To: The Honorable Mayor and Board of Commissioners
From: Kathy K. Blake, Town Planner
VIA: Richard Douglas, Town Manager
Date: July 2, 2015
Subject: Z-2015-003, Hobbs, an application request to rezone 1109 West E St. (PIN 0597-24-1277.000) and 1111 West E St. (PIN 0597-24-2396.000) from R-10 to R-D

Applicant: Roy & Faye Hobbs
Property Owners: Roy Hobbs and Faye F. Hobbs and Sherri Kyatt Stephens

Application Description:

Mr. Roy Hobbs submitted a rezoning application to rezone 2 parcels identified as 1109 West E St. and 1111 West E St. from R-10, Residential to R-D, Rural District. Respectively, PIN 0597-24-1277.000 is approximately 4.46 ac. and owned by Roy and Faye F. Hobbs and PIN 0597-24-2396.000 is approximately 0.41 ac. and is owned by Sherry Kyatt Stephens. The total area requested for rezoning is approximately 5 ac.

The properties to the west and north are zoned R-D and consist of mainly wooded areas with 2 large parcels with single-family dwellings. To the east and south are parcels zoned R-10 and appear to be used as residential, commercial (Faircloth & Son Welding), and wooded.

While both parcels are within the town limits of Erwin, they are part of the boundary adjoining the ETJ (extraterritorial jurisdiction). This property is off the dead-end of West E St. and, based on existing surrounding land uses, appears unlikely to encourage the denser development of the R-10 zoning classification.

Staff Recommendation:

Staff recommends approval of Z-2015-003, Hobbs, request for a map amendment to rezone 1109 West E St. (PIN 0597-24-1277.000) and 1111 West E St. (PIN 0597-24-2396.000) from R-10 to R-D.

Planning Board Recommendations:

At their June 15, 2015 meeting, the Planning Board voted in the affirmative on each consistency statement and voted unanimously to recommend approval of Z-2015-003, a map amendment to rezone 1109 West E St. (PIN 0597-24-1277.000) and 1111 West E St. (PIN 0597-24-2396.000) from R-10 to R-D.
Evaluation:

☐ Yes  ☐ No  The IMPACT to the adjacent property owners and the surrounding community is reasonable, and the benefits of the rezoning outweigh any potential inconvenience or harm to the community.

Reasoning: ________________________________________________

☐ Yes  ☐ No  The requested zoning district is COMPATIBLE with the existing Land Use Classification.

Reasoning: ________________________________________________

☐ Yes  ☐ No  The proposal does ENHANCE or maintain the public health, safety and general welfare.

Reasoning: ________________________________________________

☐ Yes  ☐ No  The proposal is in ACCORD with the 2014 Land Use Plan and sound planning principals.

Reasoning: ________________________________________________

☐ Yes  ☐ X  No  The request is for a SMALL SCALE REZONING and should be evaluated for reasonableness

Reasoning: The adjacent parcels to the north and west are zoned R-D therefore this application should not be evaluated for reasonableness of a small scale rezoning.

Suggested State-of-Consistency (staff concludes that…)
The requested rezoning to R-D (Rural District) appears to be compatible with all of the Town of Erwin’s regulatory documents. The rezoning could have a positive impact on the surrounding community if carried through and it is recommended that this rezoning request be Approved.

Suggested Motions for Z-2015-003 Hobbs:

A. Statement of Consistency and Reasonableness:

I move to recommend that the Board of Commissioners of the Town of Erwin hereby finds that the proposed ordinance entitled Z-2015-003, Hobbs, request for a map amendment to rezone 1109 West E St. (PIN 0597-24-1277.000) and 1111 West E St. (PIN 0597-24-2396.000) from R-10 to R-D …

1. is consistent with the Town of Erwin Land Use Plan adopted June 5, 2014 because the proposed rezoning appears to fit the character of the area. Further, the Board finds that the ordinance is reasonable and in the public interest because it appears to promote the public health, safety, and general welfare.  OR

2. is NOT consistent with the Town of Erwin Land Use Plan adopted June 5, 2014 because __________________________. Further, the Board finds that the ordinance is NOT reasonable and in the public interest because __________________________.
B. Ordinance adoption:

I move to:

1. Approve Z-2015-003, Hobbs, request for a map amendment to rezone 1109 West E St. (PIN 0597-24-1277.000) and 1111 West E St. (PIN 0597-24-2396.000) from R-10 to R-D, OR

2. Deny Z-2015-003, Hobbs, request for a map amendment to rezone 1109 West E St. (PIN 0597-24-1277.000) and 1111 West E St. (PIN 0597-24-2396.000) from R-10 to R-D.

**Attachment:** Staff Report and supporting documents
Planning Board: **June 15, 2015** Town Commissioners: **July 2, 2015** Case #: **Z-2015-003**

**Requesting: Rezoning request from R-10 (Residential) to R-D (Rural District)**

### Applicant Information:

<table>
<thead>
<tr>
<th>Owners of Record:</th>
<th>Applicant:</th>
</tr>
</thead>
</table>
| Name: Roy & Faye Hobbs  
Address: 1109 W. E St.  
City/State/Zip: Erwin/NC/28339  
Name: Roy & Faye Hobbs  
Address: 1109 W. E St.  
City/State/Zip: Erwin/NC/28339 |
| 2. Sherri Kyatt Stephens  
Address: 1111 W. E St.  
City/State/Zip: Erwin/NC/28339 |  |

### Property Description:

- **PIN:** 0597-24-1277.000 and 0597-24-2396.000
- **Town Limits:** X Yes □ No
- **Acreage:** 5 acres
- **Address/SR #:** 1109 & 1111 West E St.
- **Current Zoning:** R-10  
  **Township:** Duke

### VICINITY MAP

**Site directions:** from Town Hall, turn right on S 13th St. and travel south 1 block to West E St., turn right on West E St. continue east for approximately 1 mi. The area for rezoning is located on the left at the end of West E St.
### Services Available

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<th>Water:</th>
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<th>Transportation:</th>
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<tr>
<td>Public County</td>
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<td>Annual Daily Traffic Count:</td>
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<tr>
<td>X Private Unverified</td>
<td>Private Unverified</td>
<td>None available</td>
</tr>
<tr>
<td>Other: Unverified</td>
<td>Other: Unverified</td>
<td>Site Distances: unknown</td>
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### Zoning District Compatibility – residential and rural

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<tr>
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<th>Requested R-D</th>
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<tr>
<td>Single-family</td>
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<tr>
<td>Family Care Homes</td>
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<td>X</td>
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<tr>
<td>Religious uses</td>
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<td>X</td>
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<tr>
<td>Municipal Facilities</td>
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<td>X</td>
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<tr>
<td>Farms</td>
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<td>Manufactured Homes, Class A</td>
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### Conditional Uses:

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<th>R-D</th>
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<tr>
<td>Planned unit developments</td>
<td>Public Facilities</td>
<td>Public Facilities</td>
</tr>
<tr>
<td>Condominium and townhouse developments</td>
<td>Clubs or lodges</td>
<td>Social Uses</td>
</tr>
<tr>
<td>Day care centers, preschools, etc.</td>
<td>Nursing homes</td>
<td>Day care centers, preschools, etc.</td>
</tr>
<tr>
<td>Customary home occupations</td>
<td>Customary home occupation</td>
<td>Fairground/carnival</td>
</tr>
<tr>
<td></td>
<td>Equine stables</td>
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</table>
Applicant’s Legal Description for Rezoning

**Hobbs tract:**

BEGINNING on a line east by a path near a house, and runs thence South 72 degrees West 560 feet to a path; thence South 22 degrees 45 minutes East 305 feet to a string; thence North 72 degrees East 300 feet to the road; thence North 16 degrees 45 minutes West 660 feet to a house; thence North South 72 degrees 45 minutes West 1,710 feet to the BEGINNING, and contains 6.05 acres, more or less.

**Stephens tract:**

Being all of that 0.41 acre tract as shown on the map entitled “Survey and Map for Bobby Harold Faircloth, Duke Township, Harnett County, North Carolina” dated May 11, 1998, recorded June 4, 1998 and recorded as map number 98-264. Harnett County Register.

**Site Photographs**

**1109 West E St.**
Lane to 1111 West E St. & old house to be removed

Property line between 1105 West E St & the large parcel with 1109 West E St.

2014 Land Use Plan designates these parcels as “medium intensity”.

Medium Intensity - The medium intensity land use classification is primarily intended for medium to high density mixed residential uses in close proximity to the town’s core or major corridors. This classification may also include some low impact neighborhood business, government, or institutional uses that serve the immediate needs of residents in the area. The existing mill village surrounding the downtown is an example of medium intensity development.

Zoning Ordinance:

The intent of the districts is as follows:

R-10 (Residential) is to provide for proper development of neighborhoods with medium population densities comprised primarily of single-family dwellings.
R-D (Rural District) is to promote low-density residential and agricultural uses. The regulations of this district are intended to protect the agricultural sections of the community from an influx of uses likely to render them undesirable for farms and future development and to ensure that residential developments dependent on private wells and septic tanks will occur at sufficiently low densities to ensure a healthful environment.

Notice of Public Hearing:
No amendment shall be adopted by the Board of Commissioners until after public notice and hearing. Notice of a public hearing shall be given once a week for two successive calendar weeks in a newspaper of general circulation in the Town of Erwin. Said notice to be published the first time not less than ten (10) days nor more than twenty-five (25) days prior to the date fixed for said hearing. In addition to the newspaper notice, notice shall also be made by posting the property concerned with a poster indicating the proposed change and date of hearing when the application is for a change to a district boundary.

Evaluation:

- Yes  No  The IMPACT to the adjacent property owners and the surrounding community is reasonable, and the benefits of the rezoning outweigh any potential inconvenience or harm to the community.
  
  **Reasoning:**

- Yes  No  The requested zoning district is COMPATIBLE with the existing Land Use Classification.
  
  **Reasoning:**

- Yes  No  The proposal does ENHANCE or maintain the public health, safety and general welfare.
  
  **Reasoning:**

- Yes  No  The proposal is in ACCORD with the 2014 Land Use Plan and sound planning principals.
  
  **Reasoning:**

- Yes  X  No  The request is for a SMALL SCALE REZONING and should be evaluated for reasonableness.
  
  **Reasoning:** The adjacent parcels to the north and west are zoned R-D therefore this application should not be evaluated for reasonableness of a small scale rezoning.

Suggested State-of-Consistency (staff concludes that…)
The requested rezoning to R-D (Rural District) appears to be compatible with all of the Town of Erwin’s regulatory documents. The rezoning could have a positive impact on the surrounding community if carried through and it is recommended that this rezoning request be **Approved**.

Suggested Motions for Z-2015-003 Hobbs:

C. **Statement of Consistency and Reasonableness:**
I move to recommend that the Board of Commissioners of the Town of Erwin hereby finds that the proposed ordinance entitled **Z-2015-003, Hobbs, request for a map amendment to**
rezone 1109 West E St. (PIN 0597-24-1277.000) and 1111 West E St. (PIN 0597-24-2396.000) from R-10 to R-D …

3. is consistent with the Town of Erwin Land Use Plan adopted June 5, 2014 because the proposed rezoning appears to fit the character of the area. Further, the Board finds that the ordinance is reasonable and in the public interest because it appears to promote the public health, safety, and general welfare. OR

4. is NOT consistent with the Town of Erwin Land Use Plan adopted June 5, 2014 because ________________________. Further, the Board finds that the ordinance is NOT reasonable and in the public interest because _______________________.

D. Ordinance adoption:

I move to:

3. Approve Z-2015-003, Hobbs, request for a map amendment to rezone 1109 West E St. (PIN 0597-24-1277.000) and 1111 West E St. (PIN 0597-24-2396.000) from R-10 to R-D, OR

4. Deny Z-2015-003, Hobbs, request for a map amendment to rezone 1109 West E St. (PIN 0597-24-1277.000) and 1111 West E St. (PIN 0597-24-2396.000) from R-10 to R-D.

Attachments: Maps, application, deeds
Adjacent property mailing list
Proposed ordinance for Official Map amendment
Z-2015-003 Hobbs from R-10 to R-D
Z-2015-003 Hobbs from R-10 to R-D
Z-2015-003 Hobbs from R-10 to R-D
Application for an Amendment To The Official Zoning Map of Erwin, NC

Staff Only: Zoning Case # Z-2015 - 003
Fee: $250 Check # MO Cash
PB Recommendation: A D A/W Conditions
DOC Date: Decision: A D T A/W Conditions

Print Applicant Name: Ray Hobbs
Name of Legal Property Owner: Ray & Faye Hobbs
Location of Property: 1109, 1109 + 1111 West E St, Erwin, NC

Please Circle One of the Following: Less than one Acre One to 4.99 Acres Five or more Acres
Zoning change requested from RD to RD

If Conditional District, note conditions:
Harnett County Tax Map PIN 0597-24-1277-0597-24-2396
Property owner(s) of area requested and address(es)
Royal Hobbs 1109 West E St (PIN 0597-24-1277.000)
Ray & Faye Hobbs 1109 West E St (PIN 0597-24-1277.000)
Sherri Stephens 1111 West E St (PIN 0597-24-2396.000)

(If more space is required, please attach to this document separately)

- Submit names and addresses of property owners immediately adjacent to the proposed rezoning area (and properties within 100 feet of proposed rezoning area) and across any street(s) and identify on an area map
- Attach a metes and bounds description, deed drawing of the area involved or a reference to lots in an approved subdivision on the entire property requested for change
- This application must be filed with the Town Hall by 4:00 p.m. on the Friday which is at least 25 days before the meeting at which it is to be considered and may be withdrawn without penalty no later than 19 days prior to the public hearing

Whenever an application requesting an amendment has been acted on and denied by the Town Board, such application, or one substantially similar shall not be reconsidered sooner than one year after the previous denial.

It is understood by the undersigned that the Zoning Map, as originally adopted and as subsequently amended, is presumed by the Town to be appropriate to the property involved and that the burden of proof for a zoning amendment rests with the applicant. Applicant is encouraged to discuss the proposed Zoning Amendment with affected property owners.

Signature of Applicant: Ray E. Hobbs
Contact Number: 910-591-9191
Mailing Address of Applicant: 1109 West E St, Erwin, NC

PAID

MAY 26 2015

TOWN OF ERWIN
NORTH CAROLINA GENERAL WARRANTY DEED

Bobby H. Pusenoth and wife,

Jesseka Fankel

252 Cedar Hollow Lane

Sparta, Bluffs, North Carolina 28605

Ray F. Holley and wife,

Ray F. Holley

240 West 4th Street

Sparta, NC 28605

The undersigned, together and severally as vendee, do hereby convey, sell, and transfer, and do hereby convey, sell, and transfer, to the above named vendee, all that certain tract of land, being the following described tract of land, lying in Fieldtown Township, Bluffs County, North Carolina, to wit:

BEGINNING on a point on a public road line, and from thence North 90 degrees East 250 feet to a point; thence North 72 degrees East 600 feet to the road; thence North 72 degrees West 355 feet to a point in the road; thence North 40 degrees 30 minutes West 175 feet to the BEGINNING, subject to the condition that the grantee shall pay the balance of the purchase price of forty-five thousand one hundred and twenty-five dollars ($45,012.50) before the date of this deed.

This tract of land is subject to the following easements:

1. An easement for public road purposes.

This deed is acknowledged in the name of the undersigned, and recorded in the office of the Register of Deeds of Bluffs County, North Carolina, on this 26th day of August, 19__.

H.L. HAY, DEEDS, Book No. 7, Page 7, 19__.
WITNESS THY, that the Grantee, for valuable consideration paid by the Grantor, the receipt of which is hereby acknowledged, has and by these presents does grant, bargain, sell and convey unto the Grantee in the Township of Beaufort, in the County of Beaufort, North Carolina the aforesaid described premises.

Being all of that acre more or less above described on that map entitled "Beaufort County Map" for Beaufort, Beaufort Township, Beaufort County, North Carolina" dated May 21, 1959, revised May 4, 1960, and recorded as map Number 2028, Beaufort County Register of Deeds.

The undersigned will also take possession hereof on the date hereof and will continuously maintain, hold and keep it and all other premises contiguous thereto, in good repair and order for the use of the Grantee.

WITNESS THY, that the Grantee, for valuable consideration paid by the Grantor, the receipt of which is hereby acknowledged, has and by these presents does grant, bargain, sell and convey unto the Grantee in the Township of Beaufort, in the County of Beaufort, North Carolina the aforesaid described premises.

Being all of that acre more or less above described on that map entitled "Beaufort County Map" for Beaufort, Beaufort Township, Beaufort County, North Carolina" dated May 21, 1959, revised May 4, 1960, and recorded as map Number 2028, Beaufort County Register of Deeds.

The undersigned will also take possession hereof on the date hereof and will continuously maintain, hold and keep it and all other premises contiguous thereto, in good repair and order for the use of the Grantee.
<table>
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<th>Name 2</th>
<th>Mailing Address</th>
<th>ST Code</th>
<th>City/Town</th>
<th>Zip Code</th>
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<td>H DOUGLAS MOORE</td>
<td>6715 N 29TH ST</td>
<td>ARLINGTON</td>
<td>VA</td>
<td>22213</td>
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ORDINANCE FOR MAP AMENDMENT
CASE # Z-2015-003
AMENDMENT TO THE OFFICIAL ZONING MAP TO REZONE FROM R-10 TO R-D
PER ZONING ORDINANCE ARTICLE XXIII FOR 2 PARCELS KNOWN AS 1109 WEST E ST. AND 1111 WEST E ST.
ORD 2015-2016: 002

Per Chapter 36 Zoning, Article XXIII, Changes and Amendments, 1109 West E St. (PIN 0597-24-1277.000, Roy E. Hobbs and Faye F. Hobbs) and 1111 West E St. (PIN 0597-24-2396.000, Sherri Kyatt Stephens) have been rezoned to R-D, Rural District, and Case #Z-2015-003.

Legal description per deed book 1434, page 494, **Hobbs tract**:

*Lying and being in Duke Township, Harnett County, North Carolina, and being more particularly described as follows:*

Legal description per deed book 1312, page 736, **Stephens tract**:

*Lying and being in Duke Township, Harnett County, North Carolina, and being more particularly described as follows:*


Mayor
Patsy M. Carson
Mayor Pro Tem
Randy L. Baker
Commissioners
William R. Turnage
Thurman E. Whitman
Alvester L. McKoy
Ricky W. Blackmon
Frankie Ballard
Adopted this the 2\textsuperscript{nd} day of July 2015.

________________________________________________________________________
Patsy Carson,  
Mayor

\textbf{ATTEST:}

________________________________________________________________________
Cynthia Patterson, CMC  
Town Clerk
To: The Honorable Mayor and Board of Commissioners  
From: Kathy K. Blake, Town Planner  
VIA: Richard Douglas, Town Manager  
Date: July 2, 2015  
Subject: ZT-2015-004 Zoning text amendment to clarify site plan requirements and legal description for various applications  
Applicant: Town of Erwin

Background Information for ZT-2015-004:

Planning staff was directed to make recommendations to clarify site plan requirements in the Zoning Ordinance.

Currently, the Town of Erwin’s Zoning Ordinance references legal description, plan, map, and site plan in the Zoning Ordinance as follows:

1. Article XIV Parallel Conditional Use District, 36-394 Application  
2. Article XX Administration and Enforcement, 36-580 Application procedures  
3. Article XXII Conditional Uses  
   a. 36-642 Application for conditional use, (b) Application for conditional use permits  
   b. 36-648 Conditions for planned unit developments, condominiums and town homes. (13) b, c, d  
4. Article XXIII Changes and Amendments, 36-671 Action by the applicant, (2) Application

Staff was directed to clarify the definition of a site plan and the requirements for when a site plan is to be submitted by an applicant. The attached ordinance provides a site plan definition (section 1), clarifies description as legal description, changes dimensions to metes and bounds, and defines the sheet size requirements for parallel conditional use district applications (section 2), defines the sheet size requirements for certificate of zoning compliance applications (section 3), clarifies the site plans requirements for conditional use permit applications as the same as those used for general applications (section 4), defines the sheet size requirements and clarifies that a licensed professional means in North Carolina for planned unit development/multi-family applications (section 5), and clarifies a legal description is needed for a map amendment and the
mailing information needs to be per Harnett County property records for general application requirements (section 6).

Planning Board and Staff Recommendation:

At their May 18, 2015 regular meeting, the Planning Board voted to

1. Recommend that ZT-2015-004 is consistent and reasonable, and
2. Recommend approval of ZT-2015-004 as submitted.

Suggested Motions for Board of Commissioners:

A. Statement of Consistency and Reasonableness:

I move that the Board of Commissioners of the Town of Erwin hereby finds that the proposed ordinance entitled “ZT-2015-004 Zoning text amendment to clarify site plan requirements and legal description for various applications”...

1. is consistent with the Town of Erwin Land Use Plan adopted June 5, 2014 because proposed development should meet future established standards. Further, the Board finds that the ordinance is reasonable and in the public interest because it closely follows the time expirations for building permits. OR

2. is NOT consistent with the Town of Erwin Land Use Plan adopted June 5, 2014 because ________________________. Further, the Board finds that the ordinance is NOT reasonable and in the public interest because ______________________.

B. Ordinance adoption:

I move to:

1. Approve ZT-2015-004 Zoning text amendment to clarify site plan requirements and legal description for various applications, OR

2. Deny ZT-2015-004 Zoning text amendment to clarify site plan requirements and legal description for various applications; OR,

3. Approve ZT-2015-004 Zoning text amendment to clarify site plan requirements and legal description for various applications with additional conditions…

Attachment: Background information sent to Planning Board
Proposed ordinance
AN ORDINANCE OF THE TOWN OF ERWIN, NORTH CAROLINA
AMENDING THE ZONING ORDINANCE FOR THE PURPOSE OF CLARIFYING SITE PLAN
REQUIREMENTS AND LEGAL DESCRIPTION FOR VARIOUS APPLICATIONS WITHIN THE TOWN
OF ERWIN PLANNING AND ZONING JURISDICTION
ORD 2015-2016: 003

WHEREAS, the current language of the Town of Erwin Zoning Ordinance mentions plans, site plans, descriptions and legal descriptions in an inconsistent manner; and

WHEREAS, the Town of Erwin wishes to amend the language of the Erwin Zoning Ordinance in order to define time limitations for certificate of zoning compliance of the Town’s Planning Jurisdiction.

NOW, THEREFORE, BE IT ORDAINED by the Board of Commissioners of the Town of Erwin, North Carolina that Article XX Administration and Enforcement, Section 36-579. – Certificate of zoning compliance and building permit required. of the Town of Erwin Zoning Ordinance is amended as follows:

1. Add to Article II. Definitions, Section 36-34. Definitions the following:

   Site Plan (Site Specific Development Plan) means a plan submitted to the Town that describes existing conditions, proposed use, and improvements for parcel(s) of property to allow for verification that codes are being met. Such a plan is generally for the purpose of obtaining various zoning and floodplain permits or approvals, but not limited to, any of the following plans or approvals: preliminary or general development plan, zoning compliance permit, subdivision plat, conditional use permit, conditional use zoning district, planned unit development, or any other land use approval designation as may be utilized by the Town.

2. Amend portions of Article XIV Parallel Conditional Use, Section 36-394 Application as follows:

   Petitions for a zoning map amendment to establish a Parallel Conditional Use District shall be submitted in accordance with the provisions of this article. The Parallel Conditional Use District classification shall be considered only by application of the owner of the subject property or duly authorized agent. Such applications shall be accompanied by a legal description, written text specifying the use proposed, and by a site plan showing the following:

   (1) The dimensions metes and bounds and acreage of the site and its relation to surrounding properties.
3. Amend Article XX Administration and Enforcement Sec. 36-580. - Application procedures as follows:

(a) Each application for a certificate of zoning compliance shall be accompanied by two sets of plans drawn to an engineering scale no smaller than one inch equals 100 feet (1”=100’) on standard sheet sizes of 8.5” x 11”, 8.5” x 14”, 11” x 17” or 18” x 24”, one of which shall be returned to the applicant upon approval. The applicant shall furnish an electronic or PDF copy of all site plan sheets larger than 8.5” x 14”. The plan shall show the following:

4. Amend Article XXII Conditional Uses, Sec. 36-642. - Application for conditional use as follows:

a) Application for conditional use permits. Application for the conditional use permit, signed by the applicant, shall be addressed to the board of commissioners and presented to the administrative official. Each application shall contain or be accompanied by such legal descriptions, maps, plans and other information so as to completely describe the proposed use and existing conditions. The application shall be forwarded to the board of commissioners and the administrative official shall notify the chairperson of the planning board of the application. The site specific development plan shall include the following:

(1) The metes and bounds and acreage of the site and its relation to surrounding properties.
(2) The layout of the entire project including the proposed use and location of all buildings.
(3) The location and dimension of present and proposed streets and private drives, and pedestrian facilities.
(4) The location of points of entry and exit for motor vehicles and the internal vehicular circulation pattern.
(5) The location and layout of all off-street parking and loading spaces, including the number of spaces shown and required for each use.
(6) The location of existing and proposed plantings and screenings, including the type and size of each plant to be installed.
(7) The location and size of existing and proposed utility lines, water courses and drainage lines and easements.
(8) Title, north arrow, scale, names of owner, developer, surveyor, and the date of preparation of the plan. Scale no smaller than one inch equals 100 feet (1”=100’) on standard sheet sizes of 8.5” x 11”, 8.5” x 14”, 11” x 17” or 18” x 24”. The applicant shall furnish an electronic or PDF copy of all site plan sheets larger than 8.5” x 14”.
5. **Amend** Article XXII Conditional Uses, Sec. 36-648. - Conditions for planned unit developments, condominiums and town homes as follows:

(13) Submission requirements.

b. Each applicant shall also provide a site plan drawn at a scale of at least one inch equals 50 feet **on standard sheet sizes of 8.5” x 11”, 8.5” x 14”, 11” x 17” or 18” x 24”. The applicant shall furnish an electronic or PDF copy of all site plan sheets larger than 8.5” x 14”. The site plan shall show and showing the following information:

c. The required site plan shall be prepared by a licensed architect, landscape architect, professional land planning consultant, or registered surveyor. **License or registration must be in the State of North Carolina.**

d. Each applicant shall provide building plans prepared by a **North Carolina** licensed architect and drawn at a scale of at least one-eighth-inch equals one foot which shall show the following:

6. **Amend** Article XXIII Changes and Amendments, Sec. 36-671. - Action by the applicant (This section includes text regulations and zoning district lines) as follows:

2. **Application.** Application for any change or amendment shall be filed with the administrative official at least 25 days prior to the planning board meeting at which the application is to be considered. The application shall contain a description of the proposed amendment, a legal description if not a text amendment, and the names and addresses of property owners, per the Harnett County property records, directly affected by the proposed change.

Adopted this the 2nd day of July 2015.

____________________
Patsy Carson, Mayor

**ATTEST:**

_________________________
Cynthia Patterson, CMC
Town Clerk
The Town of Erwin Planning Board, with Chairperson Bill Corbett presiding, held its regular meeting in the Town Hall at 100 West F St. on Monday, June 15, 2015, at 7:00 PM.

Board members present were: Chairperson Bill Corbett, Rick West, Terry Wicker, Melinda Alvarado, Ray Rogers, Gary Blackmon, Roger Chavis and Nancy Jackson.

Board members absent were: In Town Alternate Ricky Symmonds and Elizabeth Pate, Out-of-Town-Alternate Larry Daughtry and James Godwin.

Town Planner Kathy Blake was present.

Board Member Ray Rogers gave the invocation.

Those present recited the Pledge of Allegiance.

**CONSENT ITEMS**

Board Member Ray Rogers made a motion to approve the Minutes of May 18, 2015 as submitted and was seconded by Board Member Gary Blackmon. **Motion Unanimously Approved.**

**NEW BUSINESS:**

**Z-2015-002 HARTMAN, 3 PARCELS OFF ERWIN ROAD, PIN 1507-41-6251.000, 1507-41-7012.000, & 1507-41-5082.000, REZONING APPLICATION FROM R-6 TO B-2**

Town Planner Kathy Blake informed the Board that Mr. Jim Hartman has submitted a rezoning application to rezone 3 parcels off Erwin Road and north of Erwin Road, east of Bayles Street, and west of Prince Street from R-6 Residential to B-2 Highway Business. The total area is approximately 2.7 acres. The parcels appear to have 2 buildings/barns and a shed. The parcel is owned by Jim D. Hartman.

Ms. Blake stated that the property has been used as an automotive repair for the Procal trucks and, if she understood correctly, Mr. Hartman’s construction business is not going on at this time. However, while a specific use is not important for consideration tonight, the proximity of the existing B-2 is important if you choose to rezone it to B-2. The applicant’s intent is to use this property for automotive services.

The parcels have no direct street frontage and are currently accessed through the parcel addressed as 2408 Erwin Rd. With 2408 Erwin Rd. currently zoned B-2, it appears unlikely that these rear parcels might be considered for residential development.
CONTINUED MINUTES FROM JUNE 15, 2015

2014 Land Use Plan designates this area as “medium intensity”.

Medium Intensity - The medium intensity land use classification is primarily intended for medium to high density mixed residential uses in close proximity to the town’s core or major corridors. This classification may also include some low impact neighborhood business, government, or institutional uses that serve the immediate needs of residents in the area. The existing mill village surrounding the downtown is an example of medium intensity development.

Zoning Ordinance:

Denim Dr. is designated at an entrance corridor. Erwin Rd., which is a continuation of Denim Dr., is not listed.

The intent of the districts is as follows:

R-6 (Residential District) is to provide for a mixture of single-family and multifamily dwelling units.

B-2 (Highway Business) is to accommodate a wide variety of large commercial, wholesale, and retail businesses.

Staff Comments:
Per North Carolina General Statute’s 160A-383 Purposes In View, zoning regulations shall be made in accordance with a comprehensive plan and it is recommended that it be a separate motion from the action on a rezoning request. Thus, staff recommends that the Board of Commissioners vote on whether the proposed amendment is consistent with the current adopted Land Use Plan and any other officially adopted plan that is applicable.

The Planning Board then went through the Staff Evaluation of the following:

Board Member Terry Wicker made a motion 1.) That yes the impact to the adjacent property owners and the surrounding community is reasonable, and the benefits of the rezoning outweigh and potential inconvenience or harm to the community and was seconded by Board Member Nancy Jackson. Motion Unanimously Approved.

Board Member Ray Rogers made a motion 2.) That yes the requested zoning district is compatible with the exiting Land Use Classification and was seconded by Board Member Gary Blackmon. Motion Unanimously Approved.

Board Member Gary Blackmon made a motion 3.) That yes the proposal does enhance or maintain the public health, safety and general welfare and was seconded by Board Member Mindy Alvarado. Motion Unanimously Approved.

Board Member Mindy Alvarado made a motion 4.) That the request is not for a small scale rezoning and should be evaluated for reasonableness and was seconded by Board Member Nancy Jackson. Motion Unanimously Approved.
CONTINUED MINUTES FROM JUNE 15, 2015

Statement of Consistency and Reasonableness:
Board Member Ray Rogers made a motion to recommend to the Board of Commissioner’s that the proposed ordinance entitled Z-2015-002, Hartman, request for a map amendment to rezone 3 parcels identified as PINs 1507-41-6251.000, 1507-41-7012.000, & 1507-41-5082.000, off Erwin Rd. and north of Erwin Rd., east of Bayles St. and west of Prince St. from R-6 to B-2 is consistent with the Town of Erwin Land Use Plan adopted June 5, 2014 because the proposed rezoning appears to fit the character of the area. Further, the Board finds that the ordinance is reasonable and in the public interest because it appears to promote the public health, safety, and general welfare and was seconded by Board Member Nancy Jackson. Motion Unanimously Approved.

Ordinance Adoption:
Board Member Rick West made a motion to recommend to the Board of Commissioner’s approval of Z-2015-002, Hartman, request for a map amendment to rezone 3 parcels identified as PINs 1507-41-6251.000, 1507-41-7012.000, & 1507-41-5082.000, off Erwin Rd. and north of Erwin Rd., east of Bayles St. and west of Prince St. from R-6 to B-2 and was seconded by Board Member Nancy Jackson. Motion Unanimously Approved.

Z-2015-003 HOBBS 1109 & 1111 WEST E. STREET
PIN 0597-24-1277.000 & 0597-24-2396.000
REZONING APPLICATION FROM R-10 TO RD

Planner Kathy Blake informed the Planning Board that Mr. Hobbs has submitted a rezoning application to rezone 2 parcels at 1109 West E. Street and 1111 West E. Street from R-10 Residential to RD Rural District. The owners of the property are Roy Hobbs, Faye Hobbs, and Sherri K. Stephens.

The properties to the west and north are zoned R-D and consist of mainly wooded areas with 2 large parcels with single-family dwellings. To the east and south, are parcels zoned R-10 and appear to be used as residential, commercial (Faircloth & Son Welding), and wooded.

While both parcels are within the town limits of Erwin, they are part of the boundary adjoining the ETJ (extraterritorial jurisdiction). This property is off the dead-end of West E St. and, based on existing surrounding land uses, appears unlikely to encourage the denser development of the R-10 zoning classification.

The 2014 Land Use Plan designates these parcels as “medium intensity”.

Medium Intensity - The medium intensity land use classification is primarily intended for medium to high density mixed residential uses in close proximity to the town’s core or major corridors. This classification may also include some low impact neighborhood business, government, or institutional uses that serve the immediate needs of residents in the area. The existing mill village surrounding the downtown is an example of medium intensity development.
CONTINUED MINUTES FROM JUNE 15, 2015

Per the Zoning Ordinance, the intent of the districts is as follows:

R-10 (Residential) is to provide for proper development of neighborhoods with medium population densities comprised primarily of single-family dwellings.

R-D (Rural District) is to promote low-density residential and agricultural uses. The regulations of this district are intended to protect the agricultural sections of the community from an influx of uses likely to render them undesirable for farms and future development and to ensure that residential developments dependent on private wells and septic tanks will occur at sufficiently low densities to ensure a healthful environment.

Staff Comments:
Per North Carolina General Statute’s 160A-383 Purposes In View, zoning regulations shall be made in accordance with a comprehensive plan and it is recommended that it be a separate motion from the action on a rezoning request. Thus, staff recommends that the Board of Commissioners vote on whether the proposed amendment is consistent with the current adopted Land Use Plan and any other officially adopted plan that is applicable.

The Planning Board then went through the Staff Evaluation of the following:

Board Member Nancy Jackson made a motion 1.) That yes the impact to the adjacent property owners and the surrounding community is reasonable, and the benefits of the rezoning outweigh any potential inconvenience or harm to the community and was seconded by Board Member Mindy Alvarado. Motion Unanimously Approved.

Board Member Rick West made a motion 2.) That yes the requested zoning district is compatible with the exiting Land Use Classification and was seconded by Board Member Nancy Jackson. Motion Unanimously Approved.

Board Member Roger Chavis made a motion 3.) That yes the proposal does enhance or maintain the public health, safety and general welfare and was seconded by Board Member Mindy Alvarado. Motion Unanimously Approved.

Board Member Mindy Alvarado made a motion 4.) That the request is not for a small scale rezoning and should be evaluated for reasonableness and was seconded by Board Member Roger Chavis. Motion Unanimously Approved.

Statement of Consistency and Reasonableness:
Board Member Gary Blackmon made a motion to recommend to the Board of Commissioner’s that the proposed ordinance entitled Z-2015-003, Hobbs, request for a map amendment to rezone 1109 West E St. (PIN 0597-24-1277.000) and 1111 West E St. (PIN 0597-24-2396.000) from R-10 to R-D is consistent with the Town of Erwin Land Use Plan adopted June 5, 2014 because the proposed rezoning appears to fit the character of the area. Further, the Board finds that the ordinance is reasonable and in the
public interest because it appears to promote the public health, safety, and general welfare and was seconded by Board Member Ray Rogers. **Motion Unanimously Approved.**

**CONTINUED MINUTES FROM JUNE 15, 2015**

**Ordinance Adoption:**
Board Member Ray Rogers made a motion to recommend to the Board of Commissioner’s approval of Z-2015-003, Hobbs, request for a map amendment to rezone 1109 West E St. (PIN 0597-24-1277.000) and 1111 West E St. (PIN 0597-24-2396.000) from R-10 to R-D and was seconded by Board Member Nancy Jackson. **Motion Unanimously Approved.**

**STAFF COMMENTS**
Ms. Blake informed the Planning Board that the site plan clarification text amendment is going to be on the July 2nd Board of Commissioner’s agenda. Also the items that were recommended tonight will be on the agenda as well.

**PLANNING BOARD MEMBERS COMMENTS**
Board Member Terry Wicker requested the Planning Board reconsider moving forward with a proposed zoning text amendment to R-10 that decreases the min. lot width from 75’ because he stated that there are a number of existing lots with less than 75’ of width.

Board Member Nancy Jackson suggested not discussing this proposal. Mrs. Jackson stated that she was not in favor of text amendments when there have been no problems due to the existing text and that, if and when a problem arises, then we will address it.

Board Member Terry Wicker made a motion to direct Planner Kathy Blake to research the possible changes to the R-10 district and it was seconded by Board Member Gary Blackmon. The Board voted 4 for and 3 against.

Planner Kathy Blake informed the Board that this will take time to research and put the information together. This will not be on the July’s Planning Board Agenda.

**ADJOURNMENT**
Board Member Ray Roger made a motion to adjourn the meeting at 7:40 pm and was seconded by Board Member Terry Wicker. **Motion Unanimously Approved.**

**MINUTES RECORDED AND EDITED BY KATHY K. BLAKE, ERWIN PLANNER**

________________________________
Bill Corbett, Chairperson

________________________________
Kathy K. Blake, Erwin Planner
The Town of Erwin Planning Board, with Chairperson Bill Corbett presiding, held its regular meeting in the Town Hall at 100 West F St. on Monday, May 18, 2015, at 7:00 PM.

Board members present were: Chairperson Bill Corbett, Rick West, Ray Rogers, Roger Chavis, Nancy Jackson and In-Town-Alternate Elizabeth Pate.

Board members absent were: In Town Member Terry Wicker and Melinda Alvarado, In Town Alternate Ricky Symmonds, Out of Town Member Gary Blackmon, Out-of-Town-Alternate Larry Daughtry and James Godwin.

Town Planner Kathy Blake was present.

Board Member Ray Rogers gave the invocation.

Those present recited the Pledge of Allegiance.

CONSENT ITEMS

Board Member Nancy Jackson made a motion to accept the changes to the minutes from April 20, 2015 that were presented by Erwin Planner Kathy Blake per the request of Board Member Terry Wicker. They were as follows:

Page 4, 4th sentence from bottom change mordacity to audacity
Page 5, 2nd sentence from the top belongs to belonged
Page 6, 3rd paragraph, 5rd sentence lease home to leasehold

It was seconded by Board Member Rick West. Motion Unanimously Approved.

NEW BUSINESS:

ZT-2015-004 ZONING TEXT AMENDMENT TO CLARIFY SITE PLAN REQUIREMENTS

Currently, the Town of Erwin’s Zoning Ordinance references legal description, plan, map, and site plan in the Zoning Ordinance as follows:

1. Article XIV Parallel Conditional Use District, 36-394 Application
2. Article XX Administration and Enforcement, 36-580 Application procedures
3. Article XXII Conditional Uses
   A. 36-642 Application for conditional use, (b) Application for conditional use permits
   B. 36-648 Conditions for planned unit developments, condominiums and town homes. (13) b, e, d
4. Article XXIII Changes and Amendments, 36-671 Action by the applicant, (2) Application

Staff was directed to clarify what a site plan is and the requirements for when site plans is to be submitted by an applicant.

The Board went through the following recommendations and what is submitted in **bold** is being proposed to the Board of Commissioners.

Add to Article II. Definitions, Section 36-34. Definitions the following:

**Site Plan (Site Specific Development Plan)** means a plan submitted to the Town that describes existing conditions, proposed use, and improvements for parcel(s) of property to allow for verification that codes are being met. Such a plan is generally for the purpose of obtaining various zoning and floodplain permits or approvals. A plan may be in the form of, but not limited to, any of the following plans or approvals: preliminary or general development plan, zoning compliance permit, subdivision plat, and conditional use permit, conditional use zoning district, planned unit development, or any other land use approval designation as may be utilized by the Town.

Amend portions of Article XIV Parallel Conditional Use, Section 36-394 Application

Petitions for a zoning map amendment to establish a Parallel Conditional Use District shall be submitted in accordance with the provisions of this article. The Parallel Conditional Use District classification shall be considered only by application of the owner of the subject property or duly authorized agent. Such applications shall be accompanied by a **legal description**, written text specifying the use proposed, and by a site plan showing the following:

1. The **dimensions metes and bounds** and acreage of the site and its relation to surrounding properties.
2. Title, north arrow, scale, names of owner, developer, surveyor, and the date of preparation of the plan. **Scale no smaller than one inch equals 100 feet (1”=100’) on standard sheet sizes of 8.5” x 11”, 8.5” x 14”, 11” x 17” or 18” x 24”**. The applicant shall furnish an electronic or PDF copy of all site plan sheets larger than 8.5” x 14”.

Amend Article XX Administration and Enforcement Sec. 36-580. - Application procedures

(a) Each application for a certificate of zoning compliance shall be accompanied by two sets of plans drawn to an engineering scale **no smaller than one inch equals 100 feet (1”=100’) on standard sheet sizes of 8.5” x 11”, 8.5” x 14”, 11” x 178” or 18” x 24”**, one of which shall be returned to the applicant upon approval. **The applicant shall furnish an electronic or PDF copy of all site plan sheets larger than 8.5” x 14”**. The plan shall show the following:
Amend Article XXII Conditional Uses, Sec. 36-642. - Application for conditional use

A. Application for conditional use permits. Application for the conditional use permit, signed by the applicant, shall be addressed to the board of commissioners and presented to the administrative official. Each application shall contain or be accompanied by such legal descriptions, maps, plans and other information so as to completely describe the proposed use and existing conditions. The application shall be forwarded to the board of commissioners and the administrative official shall notify the chairperson of the planning board of the application.

The site specific development plan shall include the following:
(1) The metes and bounds and acreage of the site and its relation to surrounding properties.
(2) The layout of the entire project including the proposed use and location of all buildings.
(3) The location and dimension of present and proposed streets and private drives, and pedestrian facilities.
(4) The location of points of entry and exit for motor vehicles and the internal vehicular circulation pattern.
(5) The location and layout of all off-street parking and loading spaces, including the number of spaces shown and required for each use.
(6) The location of existing and proposed plantings and screenings, including the type and size of each plant to be installed.
(7) The location and size of existing and proposed utility lines, water courses and drainage lines and easements.
(8) Title, north arrow, scale, names of owner, developer, surveyor, and the date of preparation of the plan. Scale no smaller than one inch equals 100 feet (1”=100’) on standard sheet sizes of 8.5” x 11”, 8.5” x 14”, 11” x 17” or 18” x 24”. The applicant shall furnish an electronic or PDF copy of all site plan sheets larger than 8.5” x 14”.
(9) Proposed phasing, if any, and approximate completion time of the project.
(10) Any and all conditions and requirements of this article.

Amend Article XXII Conditional Uses, Sec. 36-648. - Conditions for planned unit developments, condominiums and town homes

(13) Submission requirements.
Each applicant shall also provide a site plan drawn at a scale of at least one inch equals 50 feet on standard sheet sizes of 8.5” x 11”, 8.5” x 14”, 11” x 17” or 18” x 24”. The applicant shall furnish an electronic or PDF copy of all site plan sheets larger than 8.5” x 14”. The site plan shall show the following information:

The required site plan shall be prepared by a licensed architect, landscape architect
professional land planning consultant, or registered surveyor. License or registration must be in the State of North Carolina.

Each applicant shall provide building plans prepared by a North Carolina licensed architect and drawn at a scale of at least one-eighth-inch equals one foot which shall show the following:

Amend Article XXIII Changes and Amendments, Sec. 36-671. - Action by the applicant (This section includes text regulations and zoning district lines)

Application. Application for any change or amendment shall be filed with the administrative official at least 25 days prior to the planning board meeting at which the application is to be considered. The application shall contain a description of the proposed amendment, a legal description if not a text amendment, and the names and addresses of property owners, per the Harnett County property records, directly affected by the proposed change.

Board Member Ray Rogers made a motion to recommend to the Board of Commissioners the approval of ZT-2015-004 Zoning Text Amendment concerning site plan requirements and legal descriptions and was seconded by Board Member Elizabeth Pate. Motion Unanimously Approved.

Board Member Nancy Jackson made a motion to recommend that the Board of Commissioners of the Town of Erwin hereby finds that the proposed ordinance entitled ZT-2015-004, Zoning Text Amendment to clarify site plan requirements and legal descriptions is consistent with the Town of Erwin Land Use Plan adopted June 5, 2014 because accurate property and use information is essential to promoting economic development and planning infrastructure such as streets, sidewalks and bike trails and Public interest because it clarifies the requirements of providing site plan information and was seconded by Board Member Ray Rogers. Motion Unanimously Approved.

UPDATE ON BOARD OF COMMISSIONERS ACTIONS FROM MAY 7TH MEETING

Ms. Blake informed the Planning Board that Denny Laureano, applicant for CU-2015-004 for 204 E. Jackson Blvd, New & Used Tire Sales, spoke during the public hearing of the Board of Commissioners meeting. Mr. Laureano was asked how many days a week did he plan to be open. Mr. Laureano stated 7 days a week. He was asked did he intend to work outside which was the reason he was brought before everyone. The Board of Commissioners went through the Findings of Facts question (3) The requested use will impair the integrity or character of the surrounding or adjoining districts, and be detrimental to the health, morals, or welfare, at which point, the Board of Commissioners felt like it did not fit into the neighborhood because it would not be a good fit due to the noise which would continue on the weekends also especially on Sundays. Once the Board of Commissioners found a negative in one of the Findings of Facts, that stopped the process and the conditional use application was denied.

Ms. Blake informed the Planning Board that the Board of Commissioners approved
MINUTES CONTINUED

CU-2015-003 for 103 W. Jackson Blvd. as a used commercial truck sales lot. The Commissioners decided to include conditions to have some boundary/border between the two top driveways, replace underpinning, and was pretty much what was recommended by the Planning Board.

In reference to the two text amendments that were brought before the Planning Board in April, staff asked the Commissioners to set a public hearing for June 4, 2015 at the regular meeting.

PLANNING BOARD MEMBERS COMMENTS

Ms. Blake informed the Planning Board that due to the fact that Board Member Terry Wicker could not attend tonight’s meeting submitted the following request to the Board.

Board Member Terry Wicker would like to see if the Planning Board wishes to move forward with the following proposed zoning text amendment to R-10:
   a. Lot width min. = 75’
   b. There are lots in R-10 that are less than 75’
   c. Proposes lot width min. = 70’

It was the Consensus of the Planning Board to not move forward with this request at this time.

ADJORNMENT

Board Member Rick West made a motion to adjourn the meeting at 7:40 pm and was seconded by Board Member Elizabeth Pate. Motion Unanimously Approved.

MINUTES RECORDED AND EDITED BY KATHY BLAKE, ERWIN PLANNER

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      Bill Corbett, Chairperson

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      Kathy Blake, Erwin Planner