

<u>CALL TO ORDER</u>: Mayor Jennifer Talley

INVOCATION & PLEDGE OF ALLEGIANCE

CONSENT AGENDA:

- **a.** To approve the December 12, 2023, Regular Meeting Minutes, December 18, 2023, Special Meeting-Budget Planning Session and to approve and seal the December 12, 2023, Closed Session meeting minutes.
- **b.** To approve tax releases totaling \$200.23 and tax refunds totaling \$362.10.
- **c.** To approve a resolution awarding a police badge and service side arm to Retired Police Officer Christopher T. Denny.
- **d.** To approve a budget amendment for \$25,909.83, from the City of Graham ARPA Fund Account to replace the first floor at the Police Department.
- e. To approve the City of Graham Pay Plan revisions effective January 14, 2024, and to approve a Budget Amendment for \$128,706.00, for departmental adjustments.

PUBLIC HEARINGS:

1. <u>REZONING – 53.904 ACRES – NEAR MAYFIELD DRIVE</u>

A public hearing has been continued to consider rezoning 53.904 acres from R-18 (Low-Density Residential) to C-R (Conditional Residential) to extend the Fourth Phase of Rogers Springs to construct an additional 92 single-family homes, located near Mayfield Drive. (Planning Board recommended approval - 7-0) (Continued from the December 12, 2023, City Council Meeting)

2. <u>ANNEXATION – 53.904 ACRES – NEAR MAYFIELD DRIVE - AN2307</u>

A public hearing has been continued to consider an Annexation Ordinance to extend the corporate limits to the City of Graham for a tract of land totaling 53.904 located near Mayfield Drive. (Continued from the December 12, 2023, City Council Meeting)

3. <u>SPECIAL USE PERMIT – 616 HOLLOW STREET</u>

A public hearing has been continued to consider a Special Use Permit for a group home for property located at 616 Hollow Street. (Continued from the December 12, 2023, City Council Meeting)

NEW BUSINESS:

4. <u>COUNCIL DISCUSSION – SPECIAL USE PERMIT PROCESS</u>

City Council will consider discussing the legal process of Special Use Permits.

PUBLIC COMMENT PERIOD

CITY STAFF COMMENTS

CITY COUNCIL COMMENTS

<u>**CLOSED SESSION</u>** - City Council will consider going into closed session pursuant to the terms of N.C.G.S. 143-318-11(a)(3) to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged regarding Cone Commercial Real Estate Investments, LLC vs City of Graham Alamance County Superior Court case number 23CvS1909 and to discuss personnel pursuant to N.C.G.S. 143-318.11(a)(6).</u>

ADJOURN

City of Graham City Council Meeting Minutes December 12, 2023



The City Council of the City of Graham held a regularly scheduled meeting at 6:00 p.m. on December 12, 2023, in the Council Chamber, City Hall Municipal Building located at 201 South Main Street, Graham, NC.

Council Members Present:

Mayor Jennifer Talley Mayor Pro Tem Ricky Hall Council Member Bobby Chin Council Member Joey Parsons Council Member Bonnie Whitaker

Staff Present:

Megan Garner, City Manager Aaron Holland, Assistant City Manager-*Absent* Bryan Coleman, City Attorney Renee Ward, City Clerk Cameron West, Planner

CALL TO ORDER:

Mayor Jennifer Talley called the meeting to order at 6:00 p.m. and presided.

INVOCATION & PLEDGE OF ALLEGIANCE

785

Council Member Parsons gave the invocation and all stood for the Pledge of Allegiance.

CERTIFICATION OF ELECTION: City Clerk Renee Ward

City Clerk Ward confirmed the certification of the election held on November 7, 2023, as certified by the Alamance County Board of Elections as follows:

Votes for Mayor:

Jennifer Talley



City Clerk Ward confirmed that Jennifer Talley was duly elected as Mayor for a two-year term expiring December 2025.

Alamance County Clerk of Court Meredith Edwards administered the oath of office to Mayor Talley.

Votes for Council Members:

Ricky Hall	578
Ryan Kluk	359
Chip Turner	422
Bonnie Whitaker	580



City Clerk Ward confirmed that Ricky Hall and Bonnie Whitaker are duly elected as Council Members for a four-year term expiring December 2027.

ORGANIZATION OF NEW CITY COUNCIL:

Alamance County Clerk of Court Meredith Edwards administered the Oath of Office to the newly elected City Council Members Bonnie Whitaker and Ricky Hall.

NEW COUNCIL CONVENES – ELECTION OF MAYOR PRO TEM:

Motion by Council Member Chin to nominate Ricky Hall as Mayor Pro Tem, seconded by Council Member Whitaker. The motion passed unanimously. There were no other nominations.



Alamance County Clerk of Court Meredith Edwards administered the Oath of Office to the newly appointed Mayor Pro Tem Ricky Hall.

RECOGNITION: Ms. Janice Evans – "W.O.M.E.N." and "Alopecia Social"



Mayor Talley and the City Council recognized Ms. Janice Evans for her efforts in bringing awareness to Alopecia.

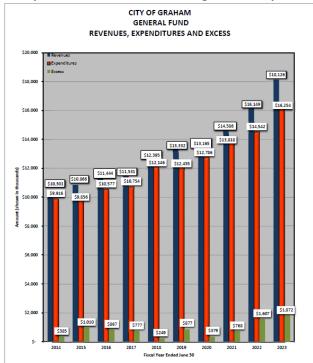
AUDIT PRESENTATION: Ms. Patricia Rhodes, Stout, Stuart, McGowen, and King, LLP

Mayor Talley introduced Patricia Rhodes, Stout, Stuart, McGowen, and King, LLP. Ms. Rhodes presented to the Council the 2022-23 Audit Report. During the presentation, Ms. Rhodes informed the Council of the services that her firm provides to the City of Graham as well as the services by Cobb Ezekiel Loy & Company, P.A. Ms. Rhodes stated this was the ninth year of the arrangement where Becky Loy of Loy, Cobb Ezekiel Loy & Company works with the City Finance staff to streamline the year-end processes and prepare the financial statements. She stated they also assist during the year on other accounting matters. Ms. Rhodes stated the audit had been completed for the year ending June 30, 2023, and the audit opinion letter stated that the preparation of the financial statements was the responsibility of management. The expression of an opinion on the financial statements based on the audit was the responsibility of the audit.

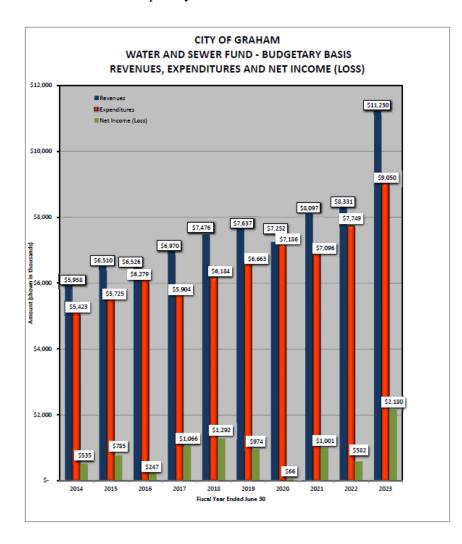
Ms. Rhodes stated the audit firm was issuing an unmodified opinion on the financial statements and that was the best and cleanest opinion that could be received. She stated there were no major changes from the prior year and no new governmental accounting standards pronouncements adopted in these financial statements.

Ms. Rhodes stated the City of Graham was at 66% of the total general fund expenditures. The general fund is normally used to determine the strength of a city. She informed the Council that the state average was 50% and that the State had a required minimum of 8%. She reminded the Council they had a long-standing goal to keep the general fund expenditures at or above 30%.

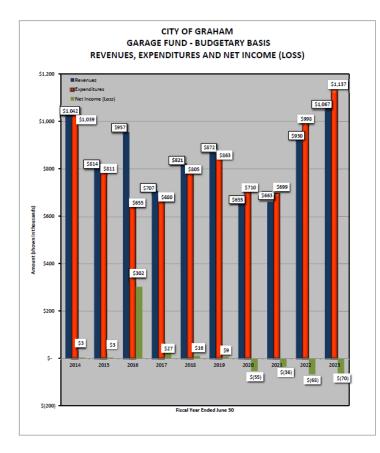
Ms. Rhodes stated the City's revenues exceeded expenditures in the General Fund by a little over \$1.8 million before any transfers. The ad valorem tax revenue was up over \$300,000 from the prior year. She stated the tax collection rate remained high at 98.02% and the local option sales tax revenue was up over \$475,000 from the prior year. Overall revenues increased over \$2 million from the prior year and overall expenditures did increase a little over \$1.7 million or 12% from the prior year. She stated that even though the expenditures were up, the City remained within the budget for the year, which was a good place to be.



Ms. Rhodes stated in the Water and Sewer Fund the revenues exceeded the expenditures by over \$2.2 million and that was before transfers. She shared there was an overall increase in total revenue of almost \$2.9 million from the previous year. There was an increase in charges for services over \$1.1 million and connection fees increased over \$1.3 million from the prior year. There was an increase in total expenses of a little over \$1.3 million or 17% increase in expenses. There was an increase in revenue over expenditures or net income of \$1.6 million from the prior year.



Ms. Rhodes then reviewed the Garage Fund, which is an internal service fund, that you want to break even. She shared that the Garage Fund had a slight loss of \$70,000, which was a little more than last year which was \$68,000.



Ms. Rhodes ended the presentation with the letter required by her firm's professional standards that communicate overall important highlights to the Council. Ms. Rhodes summarized the letter informing the Council the auditors did not have any problems performing their duties. She stated they had no difficulties or disagreements with management.

Ms. Rhodes stated the City had been extremely busy with many water and sewer capital projects in progress at the end of the year. She shared it was fortunate for the City that there were well-planned financing and grants that have helped fund large projects. She thanked the Council for allowing them to continue auditing the City of Graham; she also thanked city staff for their help throughout the process.

CONSENT AGENDA:

Mayor Talley asked to be recused on Consent Agenda item b.

Motion by Mayor Pro Tem Hall to pull Item b from the Consent Agenda, seconded by Council Member Whitaker. The motion passed unanimously.

- **a.** To approve the November 13, 2023, Special Meeting minutes and the November 30, 2023, Special Open Session meeting minutes. To approve and seal the November 13, 2023, Closed Session meeting minutes and November 30, 2023, Closed Session meeting minutes.
- **b.** To approve tax releases totaling \$37,735.10.
- **c.** To approve a budget amendment reallocating general fund expenditures for fees no longer paid by the City.

	CITY OF GRAHAM				
	BUDGET AMENDMENT ORDINANCE 2023-20204				
	NED BY THE CITY COUNCIL O DGET ORDINANCE SHALL BE			ows:	
Section 1.					
GENERAL FUND					INCREASE
DEPARTMENT/ACCOUNT	APPROVED	AMENDED	INCREASE	(DECREASE)	(DECREASE)
IT - Telephone & Postage	-	25,000.00	25,000.00		25,000.00
Inspections P/Z - Software Maint & Changes	60,000.00	24,000.00		(36,000.00)	(36,000.00)
Non Departmental - Dental Insurance	-	3,000.00	3,000.00		3,000.00
Non Departmental - Professional Services	120,000.00	128,000.00	8,000.00		8,000.00
	180,000.00	180,000.00	36,000.00	(36,000.00)	-
Adopted this 12th day of December 2023.					
Attest:	Mayor Jennifer Tal	lley			
Renee M. Ward, City Clerk					

d. To approve the following 2024 City Council meeting dates and 6:00 pm meeting time:

January 9	February 13	March 12	April 9	May 14	June 11
July 9	August 13	September 10	October 8	November 12	December 10

Motion by Mayor Pro Tem Hall to approve Consent Agenda Items a, c, and d, seconded by Council Member Chin. The motion passed unanimously.

Motion by Mayor Talley to recuse herself, seconded by Mayor Pro Tem Hall. The motion passed unanimously.

Motion by Mayor Pro Tem Hall to approve Consent Agenda Item b, seconded by Council Member Whitaker. The motion passed unanimously. (Mayor Talley did not vote.)

Motion by Mayor Pro Tem Hall to allow Mayor Talley back to open session, seconded by Council Member Chin. The motion passed unanimously.

PUBLIC HEARINGS:

ITEM 1: REZONING – 53.904 ACRES – OFF MAYFIELD DRIVE

A public hearing was scheduled to consider rezoning 53.904 acres from R-18 (Low-Density Residential) to C-R (Conditional Residential) to extend the Fourth Phase of Rogers Springs to construct an additional 92 single-family homes. (Planning Board recommended approval - 7-0)

City Manager Megan Garner stated this was a request to rezone 53.904 acres of property from R-18 (Low-Density Residential) to C-R (Conditional Residential) for the purpose of extending the 4th phase of Rogers Springs to construct an additional 92 single-family homes. The site plans to connect public roadways, water, and sewer through the existing phases of Rogers Springs. The phase 4 project will span across two properties, one which is already zoned R-9 and the remaining area which is being conditionally

rezoned. The property is mostly inside of the Suburban Residential future land use zone while the area near the river makes up the Rural Residential area which cannot be built upon due to it being in the floodway. The future land use plan notes that principal uses in the Suburban Residential zone predominately are made up of detached single-family homes and the appropriate density is 3-6 dwelling units per acre. The development comes in below the appropriate density of 161-318 units. The Planning Board recommended approval with a vote of 7-0 with the conditions that all lots meet the 9,000 square foot requirement, the active open space incorporate a recreational use such as a dog park, gazebo, playground, etc., and install fencing around the open space area if appropriate. She recognized Planner Cameron West if the Council had specific questions.

The public hearing was opened and the following spoke:

Mr. Paul Waller, Bowman Consulting Group, civil engineer for the project working with Shugart Homes. He stated Jason Ewing and Chandler Turpin with Shugart Homes were present to answer any questions.

Mr. Waller stated this was the same project that came before Council in August but withdrew the application based on conversations from that meeting and went back to the drawing board to submit a conditional rezoning request, which had gone through the City's Planning Board last month and received a recommended approval. He reviewed the revised site plan containing 92 lots and the proposed density was 1.6 units per acre. He stated they were proposing 49% open space south of the main development area. He stated there were plans for a dog park with fencing, sidewalk connections to the overall sidewalk network, sitting areas, picnic and playground areas.

Mayor Talley asked how much of the property was in the flood zone.

Mr. Waller stated it was about 24 to 25 acres.

Mayor Talley asked if the proposed density included the property that could not be built on.

Mr. Waller stated that was correct, the 1.6 units per acre included the entire site.

Mayor Talley asked what would be the density if you did not include the unbuildable acreage.

Mr. Waller stated it would be 2.8 units per acre.

Planner Cameron West stated the number of units per acre was a rough estimate using GIS.

Mayor Talley asked when the Council requested the developer come back with zoning to meet in the middle of an R18 and R9, what changes had been made?

Mr. Waller stated the changes made were adjusting some of the lots, and roadway alignments using the R9, Residential Conditional Standards. He stated the lot mix was between 9,000 and 10,000 square feet at 61% and the larger lots were 28% and were 12,000 square feet or larger.

Mr. Chandler Turpin, Shugart Homes, stated as an act of good faith they wanted to commit to building a playground and giving the residents something in the community to use. The open space in Phase Four would be a dog park and the large area would be a playground, and picnic area, and was exploring rather or not to put up a covered picnic structure. He stated there would be sidewalks going to the playground and gathering area and landscaping improvements.

Mayor Talley asked if there were pictures to show what type of houses would be built.

Mr. Jason Ewing, 221 Jonestown Road, Winston-Salem, NC, stated he did not have pictures.

Mayor Talley asked about the setbacks.

Mr. Ewing stated it should be the same zoning setback of a 30-foot front and 8-foot sides.

Mr. Waller stated that the total lot count for all four phases was around 240. Between 9,000 and 10,000 square feet there are 56 lots (61%). Phase four, between 10,000 and 11,000 square feet there are 6 lots (6%). 11,000 and 12,000 square feet there are 4 lots (4%) and then 12,000 and larger there are 26 lots (28%).

Council Member Parsons asked what the road width was on the existing plan.

Mr. Waller stated the road width was 50 feet, drivable road width was 27 feet.

After discussing the size of houses to be built and the width and length of driveways, Mayor Talley shared she was disappointed that there were no changes to the lot sizes that were asked of them at the August Council meeting.

Mr. Ewing and Mr. Waller said they might have misunderstood the overall density.

Council Member Whitaker stated in the August minutes, Mayor Talley asked if the developers would be open to R12 conditional rezoning and the response was to evaluate R12 zoning requirements and add community amenities and then come back to Council. She stated the Council was disappointed that the same plan was being submitted tonight.

Mayor Talley stated the Council was not saying you had to develop at R18, but were trying to meet in the middle and asked the developers to meet the Council in the middle. She stated she was not willing to approve R9 and if the developers were willing to consider R12 with the open space provisions and have some minimum lot sizes under the conditional rezoning. She also asked to keep the dog park, and playground as was presented in Phase 1, she would be open to that.

Mr. Ewing apologized and said there was a miscommunication and if the minutes stated your expectation was R12, the developers were looking at just adding conditions to the R9, so that was their fault.

Mr. Ewing asked if they could add conditions regarding minimum lot width, so they would not have to start all over again like they did in August. He asked if there was a minimum lot width or separation the Council would like to see between the homes. He stated right now the homes were 19 feet apart.

Mayor Talley asked what was the lot width for R12.

Planner Cameron West stated 80 feet with R12 alone and if you consider the open space, it would reduce it to 60 feet.

Mr. Ewing asked if the Council would consider meeting in the middle at a 70-foot minimum lot widths.

Mayor Talley asked if they could do 70-foot lots and still get 70 homes built.

Mr. Ewing stated it would have to be recalculated. He asked if the Council would be willing to accept just a lot width change as a condition rather than going with the square foot lots where we would have to completely redraw the plan and continue it to the next meeting.

Mayor Talley asked Planner Cameron West to send a copy of the revised plan to TRC and if there were any questions to please contact the Council.

Council Member Parson asked when was the phase scheduled to begin.

Mr. Ewing stated plans were to break ground in December 2024.

Mayor Talley motioned to close the public hearing, seconded by Council Member Whitaker. The motion passed unanimously.

Mayor Talley motioned to continue the rezoning (Item 1) and the annexation (Item 2) requests at the January 9, 2024, City Council meeting, seconded by Mayor Pro Tem Hall. The motion passed unanimously.

ITEM 2: ANNEXATION - 53.904 ACRES - OFF MAYFIELD DRIVE - AN2307

A public hearing was scheduled to consider an Annexation Ordinance to extend the corporate limits to the City of Graham for a tract of land totaling 53.904 located off Mayfield Drive.

Mayor Talley motioned to continue the rezoning (Item 1) and the annexation (Item 2) requests to the January 9, 2024, City Council meeting, seconded by Mayor Pro Tem Hall. The motion passed unanimously.

ITEM 3: SPECIAL USE PERMIT – 616 HOLLOW STREET

A public hearing was scheduled to consider a Special Use Permit for a group home for property located at 616 Hollow Street. (Petitioner had requested to table this item.)

Motion by Council Member Chin to table the special use permit request to the January 9, 2024, City Council meeting, seconded by Mayor Pro Tem Hall. The motion passed unanimously.

PUBLIC COMMENT PERIOD

There were no public comments.

CITY STAFF COMMENTS

City Planner Cameron West asked if the Planning Board could be on the January 9, 2024, City Council meeting to discuss the process of Special Use Permits.

CITY COUNCIL COMMENTS

Council Member Whitaker asked if the Council would agree to have staff look into the intersection at Gilbreath and Maple regarding an obscured sight line. She also asked if staff could speak with NCDOT about a possible stop light.

Mayor Pro Tem Hall asked for Council consensus to consider adding the Council to the City's Pay Plan analysis to determine where they stand regarding Council pay compared to other cities in comparable size.

City Manager Megan Garner stated the NC League of Municipalities publishes a salary survey each year and the 2023-2024 data was available and was grouped by peer groups and Graham was in the 10,000 - 24,999 population. She stated she had that data and they could see how Graham compares to our peers and be added to the pay plan.

Mayor Talley stated the salary survey would determine what was fair and consistent across the state.

Mr. Tom Boney, Alamance News, asked what purpose was this.

Mayor Talley stated the council had to decide about salaries every year and since the city was doing a pay plan study, we needed to say if Council should be included or not.

Mr. Boney asked what was the relevance.

Mayor Pro Tem Hall stated so City staff could see that we are considered employees as well.

Mayor Talley stated that the Council was not determining their salary but would like to see what the NC League's salary study revealed and what was recommended for cities of our size.

Mr. Boney asked if the underlying purpose was to give a pay hike to the City Council.

Mayor Talley stated she did not think so and she did not know how it would come out.

Council Member Parsons stated he thought he could speak for the Council and that was not the purpose.

Mayor Talley:

- Come see downtown at Christmas with a trolley ride.
- The arsonists that set three fires had been arrested. She asked if the City could send a bill to the arsonists' parents to get some type of reimbursement and if the Council was okay with the City Manager investigating that request.

<u>**CLOSED SESSION</u>** - City Council will consider going into closed session pursuant to the terms of N.C.G.S. 143-318-11(a)(3) to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged regarding Cone Commercial Real Estate Investments, LLC vs City of Graham Alamance County Superior Court case number 23CvS1909.</u>

Motion by Mayor Pro Tem Hall to go into closed session, seconded by Council Member Parsons. The motion passed unanimously.

Motion by Mayor Pro Tem Hall to come back into open session, seconded by Council Member Parsons. The motion passed unanimously.

ADJOURN

Mayor Pro Tem Hall motioned to adjourn, seconded by Council Member Whitaker. The motion passed unanimously. The meeting was adjourned at 8:14 p.m.

<u>Renee M. Ward, CMC</u> City Clerk

> December 12, 2023 City Council Meeting

City of Graham City Council Special Meeting Minutes Budget Planning Session December 18, 2023



The City Council of the City of Graham held a special meeting, Budget Planning Session at 9:00 a.m. on December 18, 2023, at the Graham Civic Center located at 503 McGee Street, Graham, NC.

Council Members Present:

Mayor Jennifer Talley Mayor Pro Tem Ricky Hall Council Member Bobby Chin Council Member Joey Parsons Council Member Bonnie Whitaker

Staff Present:

Megan Garner, City Manager Aaron Holland, Assistant City Manager Renee Ward, City Clerk Melanie King, Finance Officer

Facilitator Rebecca Jackson, UNC School of Government, reviewed the planning session objectives and agenda.

Celebration of Accomplishments/Successes:

- 1. Budget at Revenue/Neutral saved our citizens from additional taxes
- 2. Growth planning with purpose controlling growth
- 3. Economic Development industries new businesses
- 4. Employee Salaries efforts to retain employees make employees feel valued and appreciated
- 5. Upgraded water system infrastructure is invisible but important for safe water
- 6. Firetruck
- 7. SROs in all schools
- 8. Received \$17 million from the state for infrastructure for water main replacement
- 9. Recreation \$600,000 for downtown improvements with high visibility crosswalks flower baskets, etc.
- 10. Recreation improvements places to play
- 11. Financing water treatment plant upgrades and fire truck smart financing strategies
- 12. Adding positions to police, fire, and public works to keep up with growth
- 13. COPS grant hiring of six police officers
- 14. Federal Stimulus funds for improvements

Themes for Success:

- 1. Relationships with businesses, stakeholders, and citizens
- 2. Improvements change
- 3. Buy-in from the community
- 4. Creativity
- 5. Business knowledge
- 6. Different perspectives and skills
- 7. Council relationships, mutual respect and teamwork
- 8. Accountability

Why do you serve?

- Care about the community
- Duty
- Civic duty
- Commitment
- Others asked me to serve

What are a few things you love about the City of Graham?

- The quaintness and diversity of our town
- Small-town values
- Sense of history, community, and friendships
- Small-town feel
- Seeing everyone enjoying our community

Timeline – What were the defining moments that changed/shaped the community?

- Protest changed policy
- 1994 The North American Treaty Agreement was passed and the closing of textile mills
- Company Shops (train station) came to Burlington in 1886
- Broke away from Orange County and became our own town and County Seat in 1851.
- Agricultural
- Major roads and interstates merge into Graham
- Began historic renovations in downtown Graham
- Serving a more diverse community
- Numerous restaurants went to take out more during the pandemic DoorDash became popular
- Graham/Mebane industrial park 2015
- One of the most conservative towns small town and lower taxes, welcoming
- More online digital processes due to the pandemic
- Large businesses surrounding us Toyota, Battery, car plant

Visionary Planning – Lead with Vision (externally focused, simple, exciting, big, clear, inspirational) It's where we want to be!

Where do you see Graham long-term (3, 5, 10 years)?

Council Member Chin:

Live performance theater 3-story buildings A new restaurant at the old Sagebrush The Nick's building opens for business New hotel and event center New fire station New reservoir

Council Member Parsons:

Wastewater plant protecting the environment Fire substation Expanding Graham Regional Park Water lines upgraded with safe water Manufacturing jobs

Council Member Whitaker:

Historic downtown feel with successful businesses Residential without doing away with trees Enjoying job growth because of a thriving industry Clean healthy water and air Feel the heartbeat of the town

Mayor Pro Tem Hall:

Clean Drinking water Wastewater treatment plant upgrades Building out the industrial park Growth of more grocery stores Universities to study, grow Commercial development Ability to control residential growth (smart growth)

Mayor Talley:

Continue preserving the historic beauty of downtown Graham Overlay districts to protect property development Building places residents want to live Cohesive and high-quality development

Vision Statement from statements above:

Environmental protection High quality of life – families, elderly, singles, professionals, trades, and skill – to build a community of diversity Recreation – people playing Great place to work and raise a family Thriving private industry and commercial Smart growth Quality job growth Clean, healthy, and safe environment

What are your goals, two years out, to get you to your vision?

• **Goal 1**: High-quality organization – retention policy, financial strategies, updated processes, career paths, job satisfaction, benefits packages

- **Goal 2**: High-quality infrastructure available in strategic areas visual improvements for downtown-lighting-crosswalks-sidewalks
- **Goal 3**: A well-planned city with a smart growth strategy ordinances in place expansion, development
- **Goal 4**: Thriving diverse economy jobs, recreation, a variety of industries/commercial, available infrastructure, protection of local and small businesses, industrial park improvements, skills, trade strategy (partner with Chamber for marketing)
- Goal 5: Beautiful City with a protected environment
- Goal 6: High quality of life with opportunities for parks and recreation for all public art

Key Strategic Actions:

Goal 1: Hire a grant consultant to get grants for infrastructure needs.

- Partners or stakeholders?
- Challenges?

Goal 3: Hire a City engineer/planning department - process-oriented, skilled

• Resources – budget and finance

Goal 3: Revise the Downtown Master plan and Land-Use Plan

• Budget – contract for rewrite

Goal 3: Identify areas in the Land Use Plan/ETJ area

Goal 6: Explore options to build a sports complex/multi-use complex

- Update the current plan by Alley Williams
- Funding and planning/engineer
- Possible grant to help fund the complex
- See what is available, place under grant hire expertise

Goal 4: Community conversation - City support technical or trade skills training – high school students – staff and Council to drive it - workforce

Goal 4: Better signage along the interstate to promote and market Graham - work with the Chamber

• Budget Amendment to purchase signs

Goal 2: Increase the capacity of the water reservoir

- Review the current Graham/Mebane Lake reservoir to ensure future needs
- Can the current reservoir be expanded to meet future development?
- If not, identify future sites
- Complete Study

Goal 4: Activate Economic Development Advisory Board

Goal 3: Complete the Comprehensive Plan

• Adopt plan

Goal 3: Update Unified Development Ordinance

• Begin the process and bring it back to the Council

Goal 4: Recruit a hotel with a convention center, a large grocery store

• Coordinate with the Chamber to actively recruit

Goal 2: Fire Station/training facility

- Evaluate the current site or find another site
- Combine police/fire substation

Top Priorities:

- Hire a Grant writer
- Hire a City engineer
- Identify areas in ETJ
- Fire/police substation
- Revise the master plan
- Activate Economic Development Advisory Board
- City support for technical training
- City reservoir
- Update UDO

CITY OF GRAHAM RELEASE ACCOUNTS

JANUARY

ACCT #	YEAR	NAME	REASON FOR RELEASE	AMOUNT <u>RELEASED</u>
11498	2023	FIRST CITIZENS BANK & TRUST	ASSET CORRECTIONS	\$109.83
12541	2023	BROOKS, MICHAEL	TAXPAYER PASSED AWAY JULY 2022	\$13.51
11426	2023	SANCHEZ, VERONICA MOJICA	MOBILE HOME LOCATED IN BURLINGTON	\$16.58
11426	2022	SANCHEZ, VERONICA MOJICA	MOBILE HOME LOCATED IN BURLINGTON	\$29.63
11426	2021	SANCHEZ, VERONICA MOJICA	MOBILE HOME LOCATED IN BURLINGTON	\$30.68

TOTAL RELEASES \$200.23

CITY OF GRAHAM REFUNDS

JANUARY

				REFUND
<u>ACCT #</u>	YEAR	NAME	REASON FOR REFUND	AMOUNT
2815	2023	PEGUES MAHLON	QUALIFIED FOR HOMESTEAD EXEMPTION	362.10

TOTAL REFUNDS 0.00



RESOLUTION AWARDING POLICE BADGE AND SERVICE SIDE ARM TO POLICE OFFICER II CHRISTOPHER T. DENNY

WHEREAS, Christopher T. Denny was an employee of the City of Graham as a member of the Graham Police Department for 19 years;

WHEREAS, G.S. 20-187.2 permits the awarding of badges and service side arms of deceased or retiring members of State, City, and County Law Enforcement agencies.

NOW, THEREFORE, BE IT BE RESOLVED BY THE GOVERNING BODY OF THE CITY OF GRAHAM, NORTH CAROLINA THAT: The City of Graham does hereby award the service side arm and badge to Christopher T. Denny for his many years of service to the City of Graham upon securing the necessary permit(s) according to G.S. 14-402 and receipt of one dollar (\$1.00).

Adopted this the 9th day of January 2024.

Jennifer Talley Mayor

ATTEST:

Renee M. Ward, CMC City Clerk

§ 20-187.2. Badges and service side arms of deceased or retiring members of State, city, and county law enforcement agencies; weapons of active members.

(a) Surviving spouses, or in the event such members die unsurvived by a spouse, surviving children of members of North Carolina State, city, and county law enforcement agencies killed in the line of duty or who are members of such agencies at the time of their deaths, and retiring members of such agencies shall receive upon request and at no cost to them, the badge worn or carried by such deceased or retiring member. The governing body of a law enforcement agency may, in its discretion, also award to a retiring member or surviving relatives as provided herein, upon request, the service side arm of such deceased or retiring members, at a price determined by such governing body, upon determining that the person receiving the weapon is not ineligible to own, possess, or receive a firearm under the provisions of State or federal law, or if the weapon has been rendered incapable of being fired. Governing body shall mean for county and local alcohol beverage control officers, the county or local board of alcoholic control; for all other law enforcement officers with jurisdiction limited to a municipality or town, the city or town council; for all other law enforcement officers with countywide jurisdiction, the board of county commissioners; for all State law enforcement officers, the head of the department.

(b) Active members of North Carolina State, city, and county law enforcement agencies, upon change of type of weapons, may purchase the weapon worn or carried by such member at a price which shall be the average yield to the State, city, or county from the sale of similar weapons during the preceding year.

(c) For purposes of this section, certified probation and parole officers shall be considered members of a North Carolina State law enforcement agency. (1971, c. 669; 1973, c. 1424; 1975, c. 44; 1977, c. 548; 1979, c. 882; 1987, c. 122; 2013-369, s. 19; 2016-77, s. 9(b); 2021-116, s. 1.3.)



SUBJECT:	AMERICAN RESCUE PLAN ACT PROJECTS
PREPARED BY:	MELANIE KING, FINANCE OFFICER

REQUESTED ACTION:

Approve the Project Ordinance for the identified American Rescue Plan Act project.

BACKGROUND/SUMMARY:

On March 11, 2021, the American Rescue Plan Act (ARPA) was signed into law. This bill includes direct financial assistance to local governments that have faced revenue losses and added safety expenses in dealing with the COVID-19 pandemic as well as making investments in water, sewer, and broadband infrastructure. The bill includes over \$1.3 billion for cities and towns in North Carolina. On June 8, 2021, the Graham City Council approved a resolution to create an ARPA Local Fiscal Recovery Fund to receive the allocation of approximately \$4.9 million. To date, the Graham City Council has approved projects totaling \$4,821,605.00.

ARPA Projects				
Project	Department	Total		
10" Water Line Replacement	Utilities	\$ 3,500,000.00		
SROs & COPS Position Equipment	PD	\$ 62,101.00		
3 Vehicles	PD	\$ 204,033.00		
Fuel Master System Upgrade	IT	\$ 18,000.00		
Civic Center Repairs - Roof & Floor	REC	\$ 66,343.00		
Cameras at Parks - Entrances	IT	\$ 11,128.00		
GM Lake – Ramp Renovation	Lake	\$ 195,000.00		
Albright Ave Water Line Replacement	Utilities	\$ \$550,000.00		
PW Building	PW	\$ 215,000.00		
Subtotal		\$ 4,821,605.00		
ARPA Funding Allocation		\$ 4,986,340.00		
Balance Unencumbered		\$ 164,735.00		

New police department flooring in the amount of \$26,000 is being considered as an additional project for the unencumbered balance during the January 9, 2024, meeting. During the fiscal year 2023-2024 budget process, the PD flooring was removed as a capital item and staff was directed to 1) obtain multiples quotes and 2) include this to be considered for ARPA funding.

The Graham Police Department was built in 1995. The first floor of the building still has the original flooring that was installed when the building was constructed, with the exception of the records office. The flooring in records has been replaced, and needs replacement currently. The existing flooring has outlived its usage life and is unable to be refurbished. This project has been included in the Police Department Capital Improvement plan multiple times, but due to budget restraints, had to be cut. Vendor selection was conducted after completing the bidding process. FISCAL IMPACT:

The City of Graham received a total of \$4,986,340 in ARPA funds. Approval of the newly identified project would leave an unencumbered balance of \$138,735. This budget ordinance will be amended as additional projects are identified for the unencumbered amount.

Approval.

SUGGESTED MOTION(S):

I move we update the Project Ordinance for the additional identified American Rescue Plan Act project.

RESOLUTION ESTABLISHING THE BUDGET FOR ARPA FUNDS GRANT ORDINANCE

WHEREAS, On March 11, 2021, the American Rescue Plan Act (ARPA) was signed into law by the President;

WHEREAS, Section 9901 of ARPA amended Title VI of the Social Security Act (the Act) to add section 602, which establishes the Coronavirus State Fiscal Recovery Fund, and section 603, which established the Coronavirus Local Fiscal Recovery Fund (together, the Fiscal Recovery Funds);

WHEREAS, On June 8, 2021, the City Council of the City of Graham hereby created an American Rescue Plan Act (ARPA) Local Fiscal Recovery Fund.

WHEREAS, On August 9, 2022, the City Council of the City of Graham approved \$3,784,134 in projects for the ARPA Local Fiscal Recovery Fund leaving an unencumbered balance of \$1,202,206.

WHEREAS, On September 13, 2022, the City Council of the City of Graham approved additional projects amounting to \$69,916 for the ARPA Local Fiscal Recovery Fund leaving an unencumbered balance of \$1,132,290.

WHEREAS, On October 11, 2022, the City Council of the City of Graham approved additional projects amounting to \$195,000 for the ARPA Local Fiscal Recovery Fund leaving an unencumbered balance of \$937,290.

WHEREAS, On December 19, 2022, the City Council of the City of Graham approved additional projects amounting to \$550,000 for the ARPA Local Fiscal Recovery Fund leaving an unencumbered balance of \$387,290.

WHEREAS, On January 10, 2023, the City Council of the City of Graham approved an amendment of \$7,555 to the ARPA Local Fiscal Recovery Fund leaving an unencumbered balance of \$379,735.

WHEREAS, On August 8, 2023, the City Council of the City of Graham approved an amendment of \$215,000 to the ARPA Local Fiscal Recovery Fund leaving an unencumbered balance of \$164,735.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GRAHAM, NORTH CAROLINA, that pursuant to Section 13.2, Chapter 159 of the General Statutes of North Carolina, the following Project Ordinance is hereby revised to include additional projects:

- Section 1. The Project authorizes the use of ARPA Funds.
- Section 2. The officials of the City of Graham are hereby directed to proceed with this project within the terms of the project. Staff is authorized to execute change orders within the budget ordinance.

Section 3. The following revenues are anticipated to be available to the City to complete the project:

ARPA Revenue	\$4,847,605
TOTAL	\$4,847,605

Section 4. The following amounts are appropriated for this project at this time:

10" Water Line Replacement	\$3,500,000
GPD Positions Equipment	\$62,101
Vehicles	\$204,033
Fuel Master System Upgrade	\$18,000
Civic Center Repairs – Roof & Floor	\$66,343
Camera at Parks – Entrances	\$11,128
GM Lake – Ramp Renovation	\$195,000
Albright Ave Water Line Replacement	\$550,000
Public Works Building	\$215,000
Police Department Flooring	\$26,000
TOTAL	\$4,847,605

Section 5. The Finance Director shall report on the financial status of this project as directed by the City Council and will inform the Council of any unusual occurrences.

- Section 6. Copies of this project ordinance shall be made available to the City Manager and the Finance Director for direction in carrying out this project.
- Section 7. This ordinance shall take effect upon passage.

This the 9th day of January 2024.

Jennifer Talley – Mayor

ATTEST:

Renee Ward - City Clerk



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SUBJECT:	PAY PLAN REVISIONS
PREPARED BY:	MEGAN GARNER

REQUESTED ACTION:

Approve the revisions to the pay plan effective January 14, 2024, and the associated budget amendment.

BACKGROUND/SUMMARY:

The City of Graham contracted with Susan Nunn, a retired HR Director and owner of Performance Potential Uncorked, LLC, to conduct a pay plan study for City positions. Aside from cost of living adjustments, the pay plan had not been altered or thoroughly revised in approximately seven years. During that period, there have been many factors that were worth consideration. An overarching concern when implementing pay plan revisions is to provide for internal equity and external competitiveness.

After her review, she provided a revised pay plan with some pay grade revisions. The draft before you for consideration incorporates her revisions. It also corrects the percentage between pay grades, which is now 5% consistently throughout the plan, and provides for a consistent range of 50% between the minimum and maximum. The City Council has been included in the pay plan at a rate equal to the amount of compensation they currently receive.

FISCAL IMPACT:

Lapse salary funds, primarily from difficult to fill positions, is being used to offset a portion of the implementation. In order to implement the revisions effective at the beginning of the upcoming pay cycle, a budget amendment with a fund balance appropriation of \$66,216 would need approval. This includes the salary adjustments as well as the impacts to any ancillary benefits (retirement, FICA, etc.)

STAFF RECOMMENDATION:

Approval

SUGGESTED MOTION(S)

Make a motion to approve the revised pay plan with an effective date of January 14, 2024 and the budget amendment in the amount of \$128,706.00.

Job Title	Recommended Grade	Minimum	Midpoint	Maximum
Sanitation Collector	11	\$35,571.50	\$44,464.38	\$53,357.25
General Maintenance Worker I Property Maintenance	12	\$37,350.08	\$46,687.60	\$56,025.11
General Maintenance Worker I Streets	12			
Police Traffic Enforcement Officer	12			
Field Operations Worker (entry level)	12	620 217 59	ć 40.001.07	¢50,000,07
Field Operations Worker (entry level)	13	\$39,217.58	\$49,021.97	\$58,826.37
Athletics Facilities Technician	14	\$41,178.46	\$51,473.07	\$61,767.69
Field Operations Equipment Technician	14	, ,	, , , , , , , , , , , , , , , , , , , ,	
Field Operations Tech I (Utility Maintenance Worker I)	14			
General Maintenance Worker II Property Maintenance	14			
General Maintenance Worker II Streets	14			
Parks Maintenance Technician	14			
Property Evidence Technician	14			
	45	¢ 40,007,00		¢64.056.07
Athletics Facilities Technician II	15	\$43,237.38	\$54,046.73	\$64,856.07
Customer Service Representative Equipment Operator I Property Maintenance	15 15			
Equipment Operator I Streets	15			
Field Operations Equipment Operator I (Utility Equip Oper)	15			
Field Operations Tech II (Utility Maintenance Worker II)	15			
Fleet Service Technician	15			
Office Assistant	15			
Parks Maintenance Technician II	15			
Plant Maintenance Mechanic I	15			
Police Cadet	15			
Police Records Clerk	15			
Treatment Plant Technician	15			
Utility Billing Technician	15			
Athletics Facilities Technician III	16	\$45,399.25	¢E6 740 06	669 009 99
Equipment Operator II Property Maintenance	16 16	\$45,399.25	\$56,749.06	\$68,098.88
Equipment Operator II Streets	16			
General Maintenance Worker III Property Maintenance	16			
General Maintenance Worker III Streets	16			
Maintenance and Relief Treatment Plant Operator I	16			
Parks Maintenance Technician III	16			
Sanitation Collector/Equipment Operator	16			
Water Quality Technician I	16			
Equipment Operator III Property Maintenance	17	\$47,669.21	\$59,586.52	\$71,503.82
Equipment Operator III Street	17			
Field Operations Equipment Operator II (Utility Equip Oper)	17			
Field Operations Tech III (Utility Maintenance Worker III) Human Resource Assistant	17 17			
Laboratory Technician I	17			
Landscape Specialist	17			
Maintenance and Relief Operator II	17			
Plant Maintenance Mechanic II	17			
Police Administrative Assistant	17			
Public Works Assistant	17			
Senior Customer Service Representative	17			
Treatment Plant Operator I	17			
Water Quality Technician II	17			
Accounting Technician I (with payroll)	18	\$50,052.67	\$62,565.84	\$75,079.01
Crew Leader	18			
Fleet Technician	18			

Lake Warden	10			
Treatment Plant Operator II	18 18			
Water Quality Technician III	18			
Zoning & Inspection Technician	18			
	10			
Field Operations Equipment Operator III (Utility Equip Oper)	19	\$52,555.31	\$65,694.13	\$78,832.96
Fire Engineer (Fire Equipment Operator)	19	<i>402,000.01</i>	<i>\$65,65</i> 1125	<i>\$</i> 70,002.00
Laboratory Technician II	19			
Maintenance Relief Operator III	19			
Parks & Athletic Facilities Maintenance Supervisor	19			
Plant Maintenance Mechanic III	19			
Police Officer I	19			
Public Works Assistant II	19			
Senior Accounting Technician	19			
Street Maintenance Supervisor	19			
Tax Collector	19			
Water Billing Supervisor	19			
Zoning & Inspection Technician II	19			
Zoning Enforcement Officer	19			
	15			
Recreation Center Supervisor	20	\$55,183.07	\$68,978.84	\$82,774.61
Recreation Marketing Supervisor	20	<i>\$33,</i> 103.07	900,970.04	<i>902,77</i> 4.01
Treatment Plant Operator III	20			
	20			
Athletic Supervisor	21	\$57,942.23	\$72,427.78	\$86,913.34
Code Enforcement Officer I	21	<i>437,3</i> 12.23	<i>,,,,,,,,,,,</i> ,,,,,,,,,,,,,,,,,,,,,,,,,	<i>400,313.3</i> 1
Fire Master Engineer	21			
Laboratory Technician III	21			
Planner I	21			
Police Officer II	21			
Property Maintenance Supervisor	21			
Recreation Program Manager	21			
Fire Inspector	22	\$60,839.34	\$76,049.17	\$91,259.01
Fire Lieutenant	22		. ,	. ,
Network/PC Technician	22			
Pretreatment Coordinator	22			
Sanitation Supervisor	22			
City Clerk	23	\$63,881.31	\$79 <i>,</i> 851.63	\$95,821.96
Code Enforcement Officer II	23			
Fleet Superintendent	23			
Planner II	23			
Police Sergeant	23			
Field Operations Supervisor (Distribution & Collections Supervisor)	24	\$67,075.37	\$83,844.21	\$100,613.06
Laboratory Supervisor	24			
Plant Maintenance Supervisor	24			
Plant Operations Supervisor	24			
Property Maintenance Superintendent	24			
Street Superintendent	24			
Code Enforcement Officer III	25	\$70,429.14	\$88,036.42	\$105,643.71
Environmental & Lab Services Superintendent	25			
Fire Captain	25			
Police Lieutenant	25			
	26	\$73 <i>,</i> 950.60	\$92 <i>,</i> 438.24	\$110,925.89
Field Operations Superintendent	27	\$77,648.13	\$97,060.16	\$116,472.19
Police Captain	27			

Wastewater Plant Superintendent	27			
Water Plant Superintendent	27			
Field Operations Manager/Assistant Utilities Director	28	\$81,530.53	\$101,913.16	\$122,295.80
Assistant Police Chief	29	\$85,607.06	\$107,008.82	\$128,410.59
Utilities Compliance Manager/Deputy Utilities Director	29			
Director of Human Resources/Risk Management	30	\$89,887.41	\$112,359.26	\$134,831.12
Recreation & Parks Director	30			
		404 004 70	A	A
IT Director	31	\$94,381.78	\$117,977.23	\$141,572.67
Inspections Director	32	¢00 100 97	6122 976 00	6149 CE1 21
Inspections Director	52	\$99,100.87	\$123,876.09	\$148,651.31
Fire Chief	33	\$104,055.91	\$130,069.89	\$156,083.87
Public Works Director	33			
Finance Director	34	\$109,258.71	\$136,573.39	\$163,888.07
Police Chief	34			
Utilities Director	34			
Assistant City Manager	39	\$139,444.88	\$174,306.10	\$209,167.32
	I			
Mayor		\$771.86/month		
Council Member		\$473.84/month		

CITY OF GRAHAM

BUDGET AMENDMENT ORDINANCE 2023-2024

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GRAHAM THAT THE 2023 - 2024 BUDGET ORDINANCE SHALL BE AND IS HEREBY AMENDED AS FOLLOWS:

Section 1. DEPARTMENT/ACCOUNT	APPROVED	AMENDED	INCREASE	(DECREASE)	INCREASE (DECREASE)
	-			· · · /	(· /
GF - Administration					
Salaries	459,000.00	468,581.00	9,581.00		9,581.00
FICA	36,000.00	36,733.00	733.00		733.00
Retirement	56,000.00	57,232.00	1,232.00		1,232.00
Supplemental Retirement	22,000.00	22,480.00	480.00		480.00
GF - Information Technologies		-			
Salaries	83,000.00	84,965.00	1,965.00		1,965.00
FICA	7,500.00	7,651.00	151.00		151.00
Retirement	11,500.00	11,753.00	253.00		253.00
Supplemental Retirement	5,000.00	5,099.00	99.00		99.00
GF - Finance		-			
Salaries	201,000.00	209,133.00	8,133.00		8,133.00
FICA	15,500.00	16,123.00	623.00		623.00
Retirement	26,000.00	27,046.00	1,046.00		1,046.00
Supplemental Retirement	10,000.00	10,407.00	407.00		407.00
GF - Police Department		-			
FICA	295,000.00	297,118.00	2,118.00		2,118.00
Retirement	475,000.00	478,887.00	3,887.00		3,887.00
Supplemental Retirement	175,000.00	176,384.00	1,384.00		1,384.00
GF - Fire Department		-			
Salaries	937,000.00	947,083.00	10,083.00		10,083.00
FICA	72,000.00	72,772.00	772.00		772.00
Retirement	98,000.00	99,296.00	1,296.00		1,296.00
Supplemental Retirement	35,000.00	35,505.00	505.00		505.00
GF - Inspections P/Z		-			
Salaries	489,000.00	495,615.00	6,615.00		6,615.00
FICA	37,500.00	38,006.00	506.00		506.00
Retirement	55,000.00	55,850.00	850.00		850.00
Supplemental Retirement	21,500.00	21,831.00	331.00		331.00
GF - Streets and Highways		-			
FICA	38,000.00	38,598.00	598.00		598.00
Retirement	63,500.00	64,505.00	1,005.00		1,005.00
Supplemental Retirement	25,000.00	25,391.00	391.00		391.00
GF - City Garage		-			
Salaries	151,000.00	152,636.00	1,636.00		1,636.00
FICA	12,000.00	12,126.00	126.00		126.00
Retirement	19,500.00	19,711.00	211.00		211.00
Supplemental Retirement	8,000.00	8,082.00	82.00		82.00
GF - Sanitation		-			
Salaries	432,000.00	440,798.00	8,798.00		8,798.00
FICA	33,500.00	34,174.00	674.00		674.00
Retirement	56,000.00	57,131.00	1,131.00		1,131.00
Supplemental Retirement	17,000.00	17,440.00	440.00		440.00
GF - Recreation		-			
Salaries	546,000.00	550,452.00	4,452.00		4,452.00
FICA	42,000.00	42,341.00	341.00		341.00
Retirement	48,000.00	48,573.00	573.00		573.00
Supplemental Retirement	19,000.00	19,223.00	223.00		223.00
GF - Graham Mebane Lake		-			
Salaries	165,500.00	166,755.00	1,255.00		1,255.00
FICA	13,000.00	13,097.00	97.00		97.00
Retirement	8,500.00	8,662.00	162.00		162.00
Supplemental Retirement	3,500.00	3,563.00	63.00		63.00

Attest:	Mayor Jennifer Ta	lley			
		<u></u>			
Adopted this 9th day of January 2024.					
	6,302,641.00	6,431,347.00	66,216.00	62,490.00	128,706.
GF Fund Balance Appropriation	1,460,941.00	1,527,157.00	66,216.00		66,216.
Salaries	509,000.00	548,984.00		39,984.00	39,984.
VS - Water & Sewer Distribution	·				
Salaries	493,000.00	500,185.00		7,185.00	7,185
F - Streets and Highways	-,	-,		-,	,-==
Salaries	3,839,700.00	3,855,021.00		15,321.00	15,321
F - Police Department					
ection 2. EVENUES	APPROVED	AMENDED	INCREASE	(DECREASE)	INCREAS (DECREA
	-,,				-,
	8,756,500.00	8,885,206.00	128,706.00	-	128,706
Supplemental Retirement	37,000.00	37,488.00	488.00		488
FICA Retirement	60,000.00 94,500.00	60,746.00 95,752.00	746.00 1,252.00		746 1,252
Salaries	784,000.00	793,741.00	9,741.00		9,741
/S - Wastewater Treatment Plant	784 000 00	-	0 741 00		0.74
Supplemental Retirement	34,500.00	35,262.00	762.00		762
Retirement	88,500.00	90,458.00	1,958.00		1,95
FICA	56,500.00	57,666.00	1,166.00		1,160
Salaries	737,000.00	752,237.00	15,237.00		15,23
S - Water Treatment Plant		-			
Supplemental Retirement	3,500.00	3,697.00	197.00		19
Retirement	8,000.00	8,507.00	507.00		50
FICA	7,500.00	7,802.00	302.00		30
Salaries	98,000.00	101,940.00	3,940.00		3,940
/S - Mainenance & Lift Station		-			
Supplemental Retirement	25,500.00	25,887.00	387.00		38
Retirement	65,000.00	65,995.00	995.00		99
FICA	39,000.00	39,592.00	592.00		592
/S - Water & Sewer Distribution	_0,000100	-	05100		
Supplemental Retirement	16,000.00	16,069.00	69.00		69
FICA Retirement	29,500.00 40,000.00	29,605.00 40,176.00	105.00 176.00		10: 17
Salaries	383,000.00	384,364.00	1,364.00		1,364
/S - Admin Water Bill & Meter	202 000 00	-	1 264 00		1.20
Supplemental Retirement	20,000.00	20,515.00	515.00		515
Retirement	56,000.00	57,322.00	1,322.00		1,322
FICA	36,500.00	37,287.00	787.00		787
Salaries	468,500.00	478,788.00	10,288.00		10,288
F - Property Maintenance		-			
Supplemental Retirement	8,500.00	8,520.00	20.00		20
Retirement	22,000.00	22,052.00	52.00		52
FICA	15,500.00	15,531.00	31.00		31
Salaries	199,000.00	199,399.00	399.00		399

Renee M. Ward, City Clerk



STAFF REPORT

Prepared by Cameron West, Planner

Rogers Springs Phase 4 (CR2304)

Type of Request: Conditional Rezoning

Meeting Dates

Planning Board on November 21, 2023 City Council on December 12, 2023 City Council on January 9, 2024

Contact Information:

Clayton Properties Group Inc. 10130 Perimeter Way, Suite 100, Charlotte, NC 28216 (980) 446-3336 plawler@boman.com & agonzalez@bowman.com

Summary

This is a request to rezone 53.904 acres of property from R-18 (Low-Density Residential) to C-R (Conditional Residential) for the purpose of extending the 4th phase of Rogers Springs to construct an additional 85 single-family homes. 8 of those homes will be located in the already zoned R-9 district. The site plans to connect public roadways, water, and sewer through the existing phases of Rogers Springs. The property is mostly inside of the Suburban Residential future land use zone while the area near the river makes up the Rural Residential area which cant be built upon due to it being in the floodway. The future land use plan notes that principal uses in the Suburban Residential zone predominately are made up with detached single family homes and the appropriate density is 3-6 dwelling units per acre. The development comes in below the appropriate density of 161-318 units. Planning Board recommended approval with a vote of 7-0 with the conditions that all lots meet the 9,000 square foot requirement, the active open space incorporate a recreational use such as a dog park, gazebo, playground, etc., and install fencing around the open space area if appropriate. The applicant has updated the plan based on previous Council comments to show each lot having at least a 70 foot wide lot width.



Location Near Mayfield Drive, off of Rogers Road

> <u>GPINs:</u> 8882178503

Current Zoning

R-18 (Single Family Residential)

Proposed Zoning

C-R (Conditional Residential)

Overlay District N/A

Surrounding Zoning R-18, and R-9

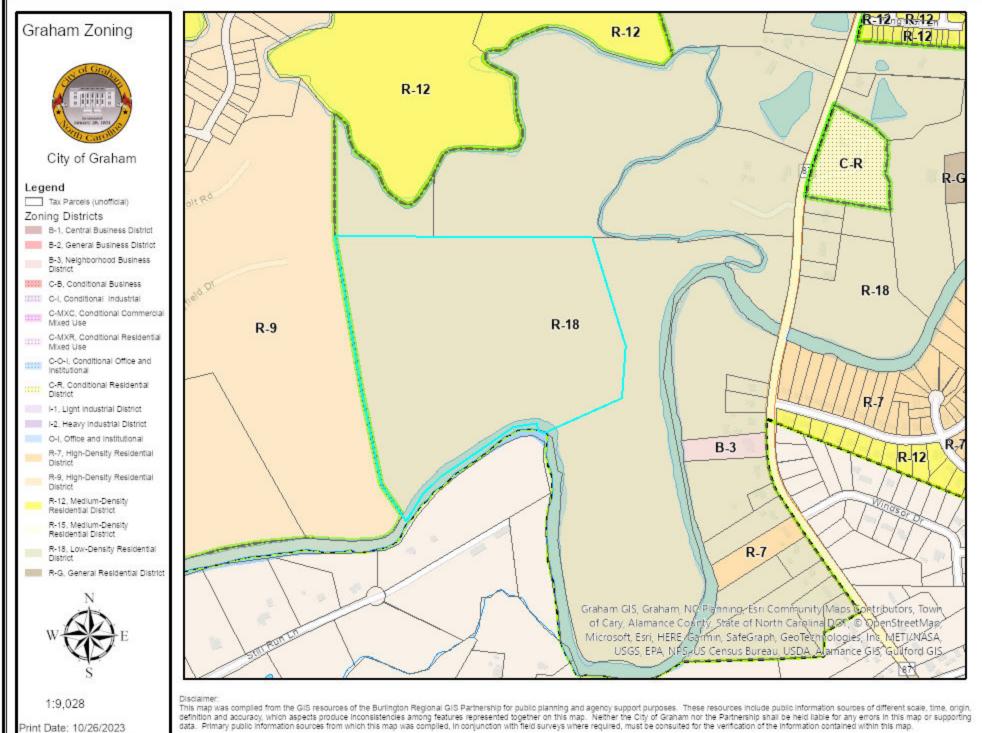
Single Family, Vacant

<u>Size</u> 53.904 Acres

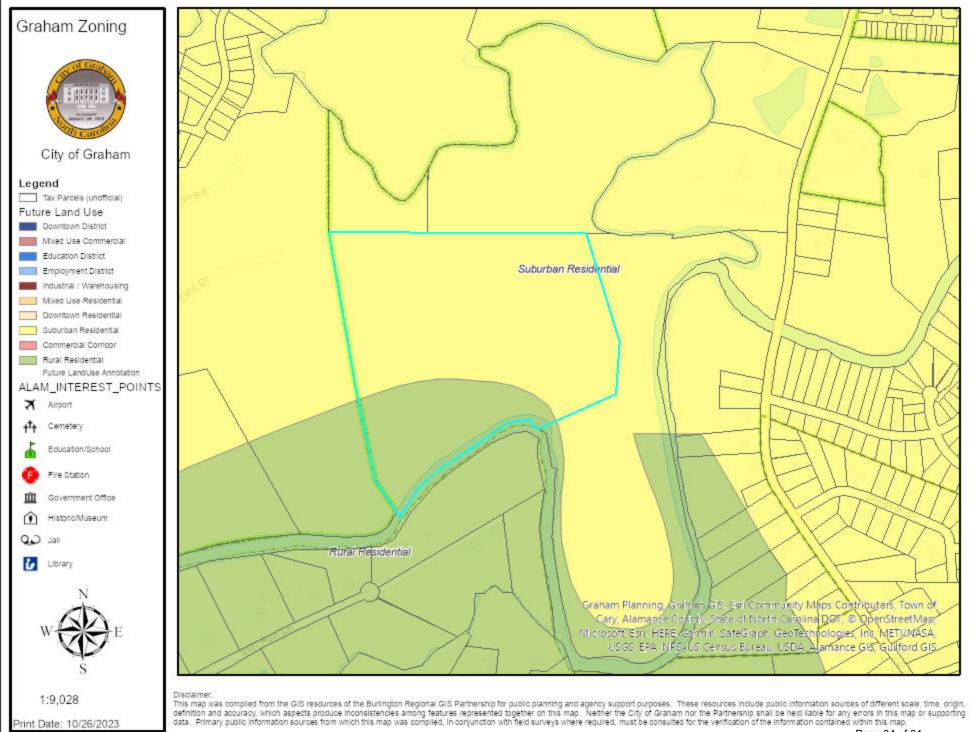
Public Water & Sewer

Yes

Floodplain Yes Staff Recommendation Approval



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PHASE 3 _ PHASE 4A

52

50' PUBLIC ROW

CHANNEL STREET =

58

MAYFIELD DRIVE

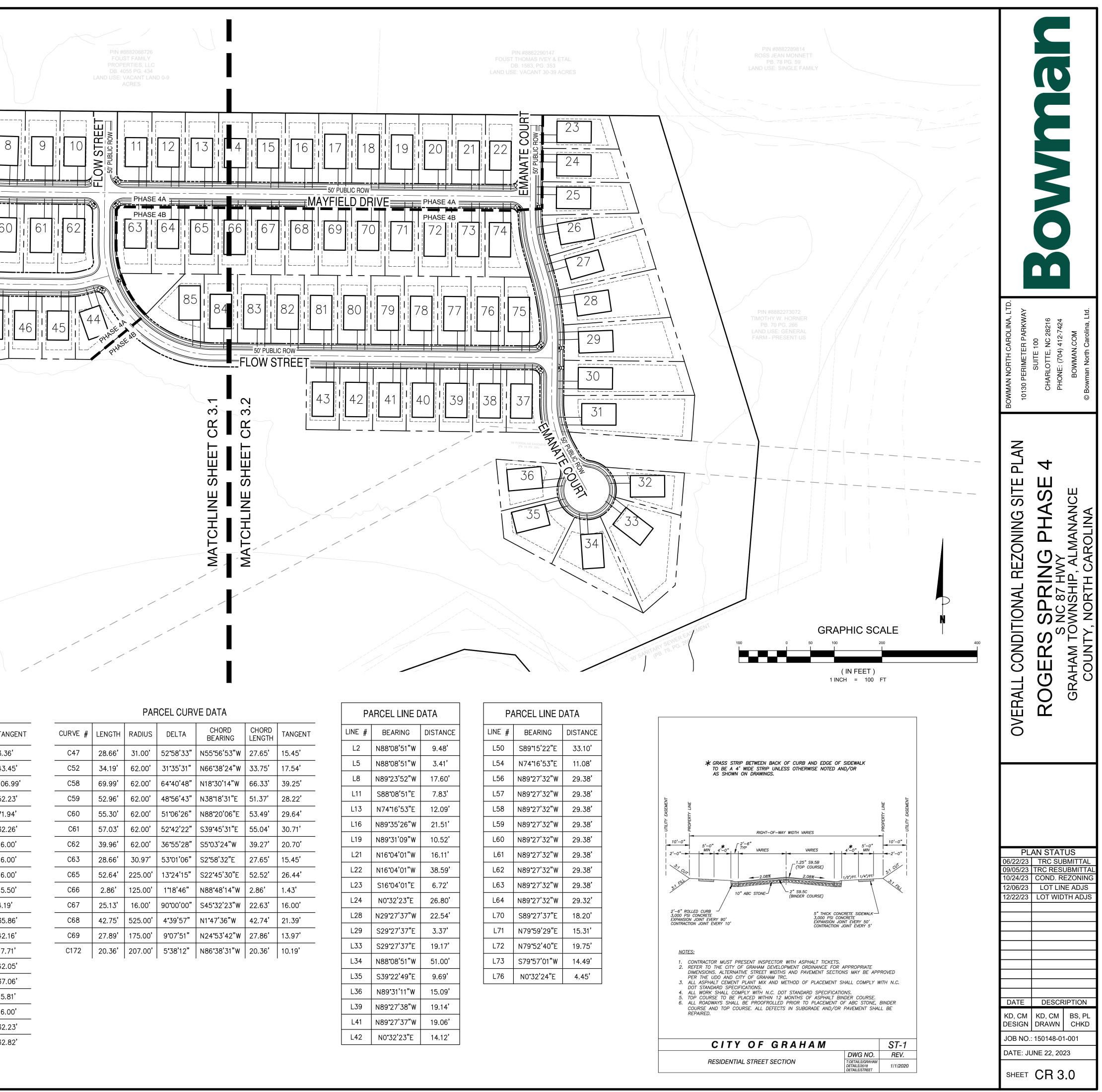
PARCEL CURVE DATA														
CURVE #	LENGTH	RADIUS	DELTA	CHORD BEARING	CHORD LENGTH	TANGENT	-	CURVE #	LENGTH	RADIUS	DELTA	CHORD BEARING	CHORD LENGTH	TANGENT
C23	6.71'	175.00'	2 ° 11'48"	N89°14'45"W	6.71'	3.36'	-	C47	28.66'	31.00'	52 • 58'33"	N55°56'53"W	27.65'	15.45'
C24	86.09'	257.00'	19 ° 11'36"	S34•39'40"E	85.69'	43.45'		C52	34.19'	62.00'	31 ° 35'31"	N66°38'24"W	33.75'	17.54'
C25	202.76'	257.00'	45 ° 12'09"	S66*51'33"E	197.54'	106.99'	-	C58	69.99'	62.00'	64 ° 40'48"	N18 ° 30'14"W	66.33'	39.25'
C26	102.32'	207.00'	28 ° 19'20"	N31°20'10"W	101.29'	52.23'		C59	52.96'	62.00'	48 • 56'43"	N38°18'31"E	51.37'	28.22'
C27	138.47'	207.00'	38 ° 19'36"	N64 ° 39'38"W	135.90'	71.94'	-	C60	55.30'	62.00'	51 ° 06'26"	N88°20'06"E	53.49'	29.64'
C28	64.00'	207.00'	17°42'52"	N8°19'03"W	63.74'	32.26'		C61	57.03'	62.00'	52 ° 42'22"	S39 ° 45'31"E	55.04'	30.71'
C29	25.13'	16.00'	90°00'00"	N45°32'23"E	22.63'	16.00'		C62	39.96'	62.00'	36 ° 55'28"	S5°03'24"W	39.27'	20.70'
C30	25.13'	16.00'	90°00'00"	N44°27'37"W	22.63'	16.00'		C63	28.66'	30.97'	53°01'06"	S2*58'32"E	27.65'	15.45'
C31	25.13'	16.00'	90 ° 00'00"	S45 * 32'23"W	22.63'	16.00'	-	C65	52.64'	225.00'	13 ° 24'15"	S22*45'30"E	52.52'	26.44'
C32	24.62'	16.00'	88 ° 10'33"	S45°22'21"E	22.26'	15.50'	-	C66	2.86'	125.00'	1*18'46"	N88°48'14"W	2.86'	1.43'
C34	8.39'	275.00'	1 ° 44'51"	N0°20'03"W	8.39'	4.19'	-	C67	25.13'	16.00'	90°00'00"	S45*32'23"W	22.63'	16.00'
C35	71.32'	275.00'	14 • 51'33"	N8 ° 38'15"W	71.12'	35.86'		C68	42.75'	525.00'	4 ° 39'57"	N1 ° 47'36"W	42.74'	21.39'
C36	83.85'	325.00'	14 ° 46'57"	S8°40'33"E	83.62'	42.16'		C69	27.89'	175.00'	9 ° 07'51"	N24°53'42"W	27.86'	13.97'
C37	35.41'	525.00'	3°51'54"	N14°08'04"W	35.41'	17.71'		C172	20.36'	207.00'	5 ° 38'12"	N86°38'31"W	20.36'	10.19'
C38	123.40'	474.63'	14 ° 53'49"	S8°37'18"E	123.06'	62.05'								
C39	74.00'	525.00'	8 ° 04'34"	N8 ° 09'51"W	73.94'	37.06'								
C42	24.99'	16.08'	89 ° 00'40"	S45°05'48"W	22.55'	15.81'								
C43	25.13'	16.00'	90°00'00"	S44°27'37"E	22.63'	16.00'	-							
C44	63.74'	175.00'	20 • 52'09"	N9°53'42"W	63.39'	32.23'	-							
C45	65.17 '	225.00'	16 ° 35'45"	S7 ° 45'30"E	64.94'	32.82'	-							
		•	•			•								

PARCEL CURVE DATA

CURVE #	LENGTH	RADIUS	DELTA	CHORD BEARING	CHORD LENGTH	TANGENT	
C3	113.49'	100.00'	65 ° 01'40"	S37°00'34"E	107.50'	63.74'	
C4	62.34'	1275.00'	2 ° 48'05"	N83 ° 57'56"E	62.33 '	31.18'	
C5	29.10'	18.50'	90 ° 08'17"	S49°33'53"E	26.19'	18.54'	
C6	30.10'	18.50'	93 ° 13'41"	S42°07'06"W	26.89'	19.57 '	
C7	28.18'	725.00'	2 ° 13'36"	N3 ° 52'43"W	28.17'	14.09'	
C8	28.16'	19.12'	84 ° 23'54"	N46°43'00"W	25.68'	17.33'	
C9	83.76'	150.00'	31°59'42"	S20°29'36"E	82.68'	43.00'	
C10	166.59'	150.00'	63 ° 37'53"	S68"18'23"E	158.16'	93.06'	
C11	53.40'	100.00'	30 ° 35'56"	S84°49'22"E	52.77 '	27.36'	
C12	23.19'	110.57'	12 ° 00'59"	N85°03'30"E	23.15'	11.64'	
C13	36.63'	175.00'	11 ° 59'32"	N85 ° 51'23"E	36.56'	18.38'	
C14	19.66'	175.00'	6 ° 26'12"	N87 ° 19'17"E	19.65'	9.84'	
C15	30.00'	175.00'	9 ° 49'18"	N79 ° 11'32"E	29.96'	15.04'	
C16	22.52'	16.00'	80 ° 39'16"	S65°23'29"E	20.71'	13.58'	
C17	35.47'	125.00'	16 ° 15'30"	N82 ° 24'38"E	35.35'	17.85'	
C18	22.92'	16.00'	82 ° 04'09"	N33 ° 14'48"E	21.01'	13.93'	
C19	37.35'	257.00'	8"19'39"	N3°37'27"W	37.32 '	18.71'	
C20	25.13'	16.00'	90 ° 00'00"	N44 ° 27'37"W	22.63'	16.00'	
C21	4.01'	175.00'	1 ° 18'46"	N88 ° 48'14"W	4.01'	2.01'	
C22	4.79 '	125.00'	2°11'48"	N89 ° 14'45"W	4.79'	2.40'	

Cad File

e Name: V: \150148 — Shugart Mungo Homes \150148—01—001 (ENG) — Rogers Spring Phase 4 Graham NC \Engineering \Engineering Plans \Sheet Set \150148—01—00	l — SITE.dwg
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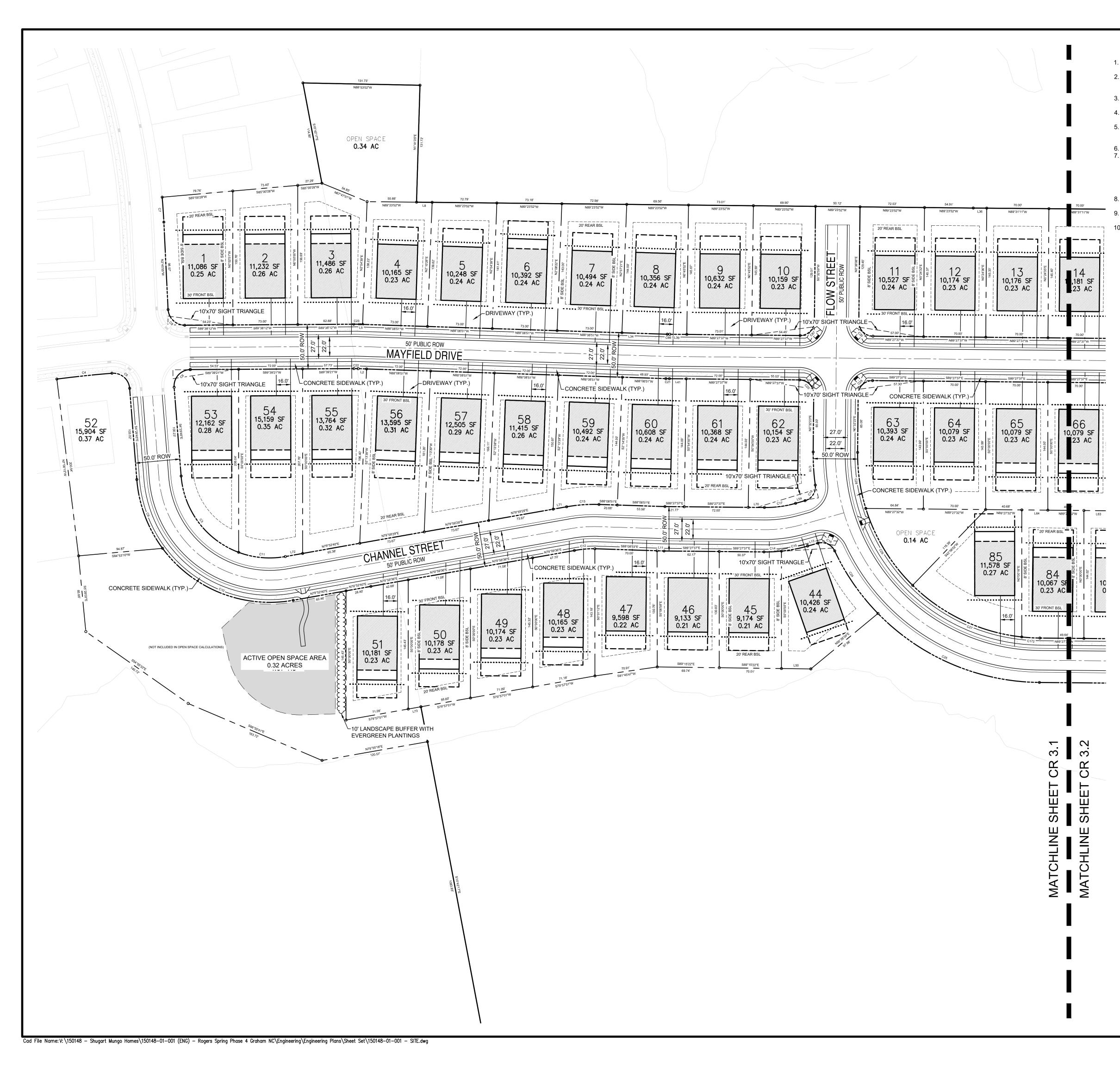


PARCEL	CURVE	DATA
	OOHVE	

PA	ARCEL LINE D	ATA
LINE #	BEARING	DISTANCE
L2	N88*08'51"W	9.48'
L5	N88*08'51"W	3.41'
L8	N89°23'52"W	17.60'
L11	S88°08'51"E	7.83'
L13	N74 ° 16'53"E	12.09'
L16	N89°35'26"W	21.51'
L19	N89 * 31'09"W	10.52'
L21	N16°04'01"W	16.11'
L22	N16°04'01"W	38.59'
L23	S16°04'01"E	6.72'
L24	N0 ° 32'23"E	26.80'
L28	N29°27'37"W S29°27'37"E	22.54'
L29		3.37'
L33	S29°27'37"E	19.17 '
L34	N88°08'51"W	51.00'
L35	S39°22'49"E	9.69'
L36	N89°31'11"W	15.09'
L39	N89°27'38"W	19.14'
L41	N89°27'37"W	19.06'
L42	N0°32'23"E	14.12'

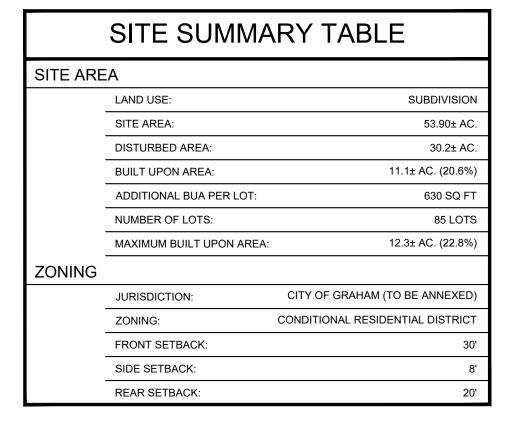
PARCEL LINE DATA						
LINE #	BEARING	DISTANCE				
L50	S89°15'22"E	33.10'				
L54	N74°16'53"E	11.08'				
L56	N89 ° 27'32"W	29.38 '				
L57	N89 ° 27'32"W	29.38'				
L58	N89 ° 27'32"W	29.38'				
L59	N89°27'32"W	29.38'				
L60	N89 ° 27'32"W	29.38'				
L61	N89 ° 27'32"W	29.38'				
L62	N89 ° 27'32"W	29.38'				
L63	N89 ° 27'32"W	29.38'				
L64	N89 ° 27'32"W	29.32'				
L70	S89°27'37"E	18.20'				
L71	N79 ° 59'29"E	15.31'				
L72	N79°52'40"E	19.75'				
L73	S79°57'01"W	14.49'				
L76	N0°32'24"E	4.45'				

Page 35 of 64



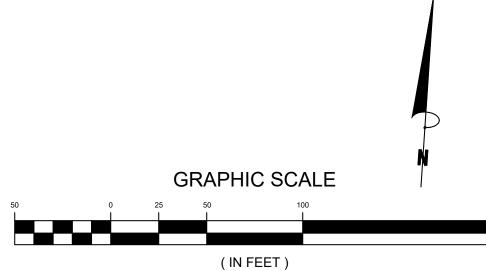
GENERAL SITE NOTES

- ALL DIMENSIONS SHOWN ARE TO THE FACE OF CURB, PROPERTY LINE OR CENTERLINE OF STRIPING UNLESS OTHERWISE NOTED. ALL EXISTING EASEMENTS, RIGHTS-OF-WAY, AND LOT LINES MAY NOT BE SHOWN. REFER TO THE
- ALTA/NSPS LAND TITLE SURVEY PREPARED BY BOWMAN CONSULTING GROUP, DATED 04/04/2023, FOR COMPLETE BOUNDARY INFORMATION AND ASSOCIATED ENCUMBRANCES. 3. A PRE-CONSTRUCTION MEETING WITH THE CITY OF GRAHAM ENGINEER SHALL BE HELD PRIOR TO
- CONSTRUCTION COMMENCEMENT. 4. THE CITY OF GRAHAM SHALL BE GIVEN AT LEAST 48 HOURS NOTICE PRIOR TO PERFORMING ANY INSPECTIONS.
- TRAFFIC CONTROL SHALL BE IN ACCORDANCE WITH THE PROJECT PLANS, THE CURRENT EDITION OF 5 THE NCDOT DESIGN STANDARDS AND THE LATEST MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD).
- ALL MECHANICAL EQUIPMENT TO BE ROOF MOUNTED AND SCREENED FROM HE STREET CONTRACTOR TO PROVIDE AS-BUILTS OF ALL IMPROVEMENTS TO THE SITE. AS-BUILTS TO INCLUDE HORIZONTAL AND VERTICAL LOCATIONS OF ALL UNDERGROUND UTILITIES INCLUDING, BUT NOT LIMITED TO, PIPES, FITTINGS, STRUCTURES, AND OTHER APPURTENANCES. ELEVATIONS OF PIPES AT CROSSING POINTS MUST BE SUFFICIENT TO IDENTIFY MINIMUM SEPARATION OF UTILITIES. IN ADDITION TO THE AFOREMENTIONED CRITERIA AS-BUILTS MUST MEET ALL LOCAL AND JURISDICTIONAL REQUIREMENTS FOR CERTIFICATION OF CONSTRUCTION.
- ALL AFFECTED SIDEWALKS, RAMPS AND CROSSWALKS, WILL BE BUILT AND INSPECTED TO MEET CURRENT ADA REQUIREMENTS. BUILDING SETBACK DIMENSIONS MEASURED TO OUTERMOST ARCHITECTURAL FEATURE. CONTRACTOR TO REFER TO ARCHITECTURAL PLANS FOR BUILDING DIMENSIONS.
- PRIOR TO INSTALLATION, CONTRACTOR MUST VERIFY LOCATIONS OF LIGHT POLES, LANDSCAPING AND 10 UTILITIES.



OPEN SPACE CALCULATION							
OPEN SPACE REQUIRED:	10% OF TOTAL SITE AREA 10% x 53.90 AC. = 5.39 AC.						
OPEN SPACE PROVIDED: TOTAL:	3.14 AC. (DISTURBED OPEN SPACE) 26.02 AC. (UNDISTURBED OPEN SPACE) 29.16 AC. (54.10% OF TOTAL SITE AREA)						

EXISTI		<u>)</u>
PROPERTY LINE		
ADJACENT PROPERTY LINE		
SANITARY SEWER	SS	SS
WATER LINE	W	W
OVERHEAD ELECTRIC	OHE OHE	OHE
UNDERGROUND ELECTRIC	———Е ———	— Е ———
GAS LINE	G	G
STORM PIPE		
WATER VALVE	\bowtie	
FIRE HYDRANT	The second secon	
POWER POLE		
STORM INLET		



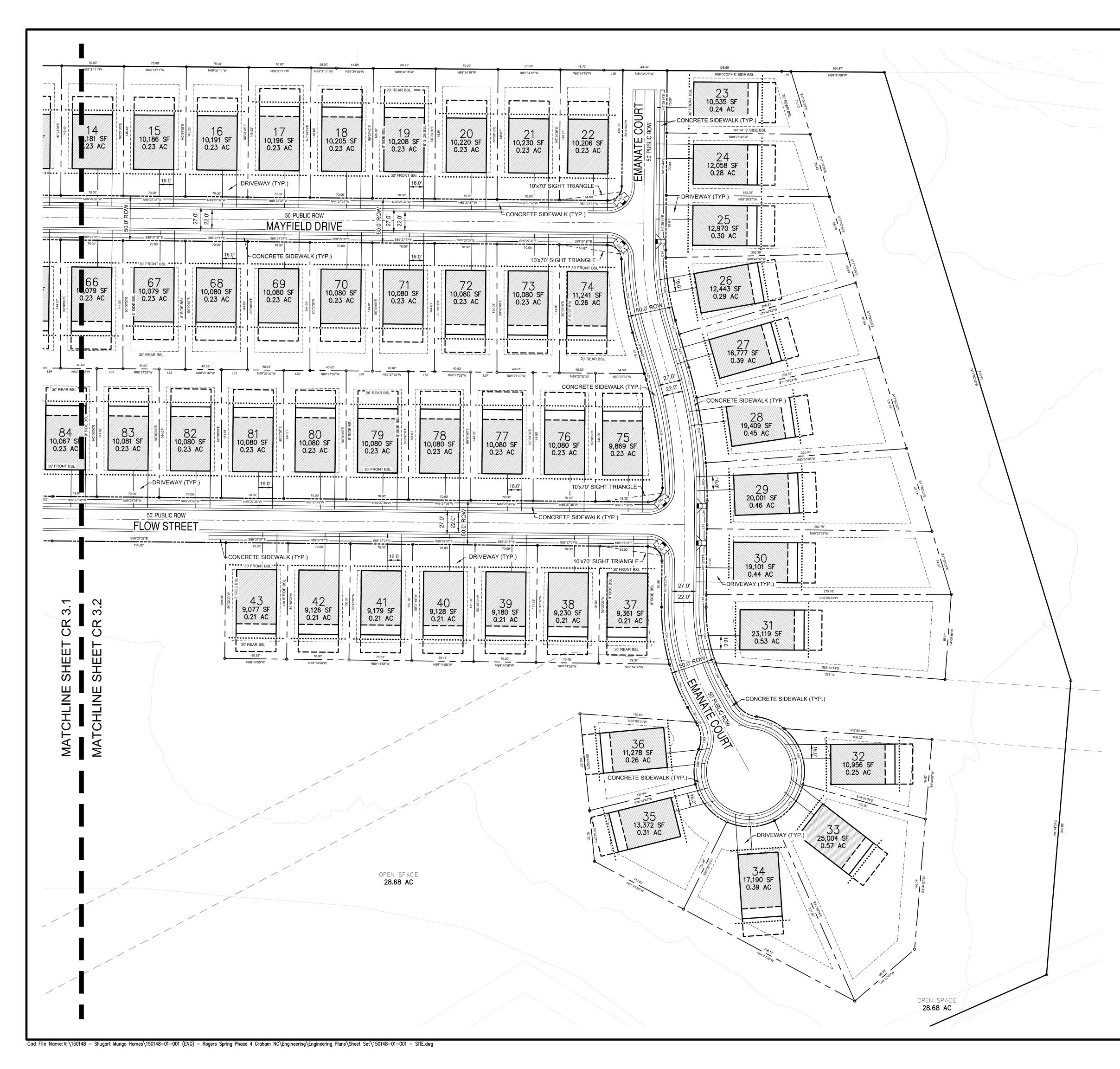
SANITARY SEWER MANHOLE

 $\widehat{\mathbf{N}}$ ОF $\overline{}$ ш S \smile PLAN \mathbf{O} LMANAN(ROLINA \triangleleft ш SIT С, 7 SPRIN NC 87 HV NVNSHIP, NORTH 0 CONDITIONAL REZONING C 87 NSH ORT S S GRAHAM COUN^T ROGER PLAN STATUS 05/22/23 TRC SUBMITTAL /24/23 COND. REZONIN 12/06/23 LOT LINE ADJS 2/22/23 LOT WIDTH ADJ DATE DESCRIPTION KD, CM KD, CM BS, PL DESIGN DRAWN CHKD JOB NO.: 150148-01-001

SHEET CR 3.1

1 INCH = 50 FT

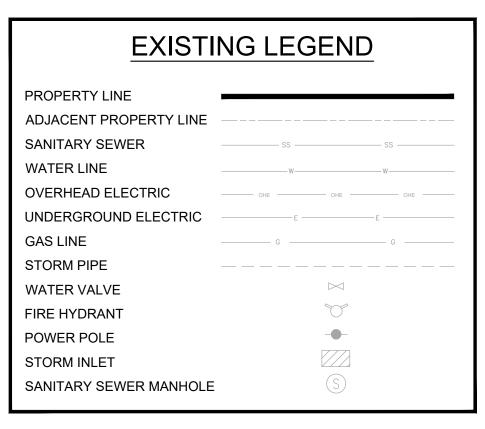
DATE: JUNE 22, 2023

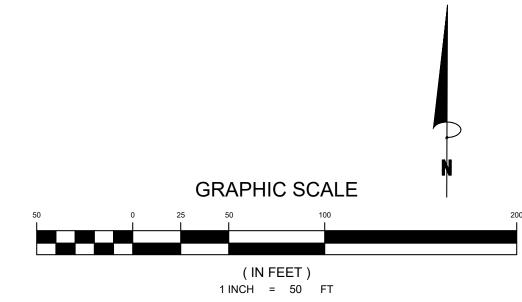


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- (MUTCD).
 6. ALL MECHANICAL EQUIPMENT TO BE ROOF MOUNTED AND SCREENED FROM HE STREET.
 7. CONTRACTOR TO PROVIDE AS-BUILTS OF ALL IMPROVEMENTS TO THE SITE. AS-BUILTS TO INCLUDE HORIZONTAL AND VERTICAL LOCATIONS OF ALL UNDERGROUND UTILITIES INCLUDING, BUT NOT LIMITED TO, PIPES, FITTINGS, STRUCTURES, AND OTHER APPURTENANCES. ELEVATIONS OF PIPES AT CROSSING POINTS MUST BE SUFFICIENT TO IDENTIFY MINIMUM SEPARATION OF UTILITIES. IN ADDITION TO THE AFOREMENTIONED CRITERIA AS-BUILTS MUST MEET ALL LOCAL AND JURISDICTIONAL REQUIREMENTS FOR CERTIFICATION OF CONSTRUCTION.
- 8. ALL AFFECTED SIDEWALKS, RAMPS AND CROSSWALKS, WILL BE BUILT AND INSPECTED TO MEET CURRENT ADA REQUIREMENTS.
- BUILDING SETBACK DIMENSIONS MEASURED TO OUTERMOST ARCHITECTURAL FEATURE. CONTRACTOR TO REFER TO ARCHITECTURAL PLANS FOR BUILDING DIMENSIONS.
 PRIOR TO INSTALLATION, CONTRACTOR MUST VERIFY LOCATIONS OF LIGHT POLES, LANDSCAPING AND UTILITIES.
 - SITE SUMMARY TABLE SITE AREA LAND USE: SUBDIVISION SITE AREA: 53.90± AC DISTURBED AREA: 30.2± AC. BUILT UPON AREA: 11.1± AC. (20.6%) ADDITIONAL BUA PER LOT: 630 SQ FT NUMBER OF LOTS: 85 LOTS MAXIMUM BUILT UPON AREA: 12.3± AC. (22.8%) ZONING CITY OF GRAHAM (TO BE ANNEXED) JURISDICTION: CONDITIONAL RESIDENTIAL DISTRICT ZONING: FRONT SETBACK: SIDE SETBACK: REAR SETBACK:

OPEN SPACE CALCULATION						
OPEN SPACE REQUIRED:	10% OF TOTAL SITE AREA 10% x 53.90 AC. = 5.39 AC.					
OPEN SPACE PROVIDED: TOTAL:	3.14 AC. (DISTURBED OPEN SPACE) <u>26.02 AC. (UNDISTURBED OPEN SPACE)</u> 29.16 AC. (54.10% OF TOTAL SITE AREA)					





BOWMAN NORTH CAROLINA, LTD. 10130 PERIMETER PARKWAY	SUITE 100 CHARLOTTE, NC 28216	PHONE: (704) 412-7424 BOWMAN.COM	© Bowman North Carolina, Ltd.
CONDITIONAL REZONING SITE PLAN (2 OF 2)	ROGERS SPRING PHASE 4	S NC 87 HWY GRAHAM TOWNSHIP, ALMANANCE	COUNTY, NORTH CAROLINA
PL 06/22/23 09/05/23 10/24/23 12/06/23 12/22/23	COND.		ING JS
DATE KD, CM DESIGN JOB NO	KD, CN	N CHI -01-001	PL

SHEET CR 3.2

Conformity to the Graham 2035 Comprehensive Plan (GCP) and Other Adopted Plans

Future Land Use Suburban Residential Principal Uses: Suburban residential neighborhoods are primarily settings for existing and future single family detached housing, but may also contain additional housing typologies and low-impact supporting uses in neighborhood activity centers. Affordable detached homes within attractive walkable neighborhoods will continue to make Graham an attractive place to live for people who work in Graham and surrounding communities.

Applicable Policies:

- **Policy 5.1.1 Housing Variety.** Encourage a mix of housing types within Graham to increase choice. These can include single family dwellings units, multifamily dwelling units, small units, pre-fabricated homes, co-housing and clustered housing. *This project would construct additional high-density housing*.
- Policy 3.3.2: Focused development. In order to maintain Graham's affordability and promote growth, the City will facilitate smart growth development by promoting infill development and focused, walkable, and mixed use, built environments. This development utilizes the land which is served by city water and sewer more efficiently than maintaining the existing R-18 zoning. Additionally, the R-9 zoning allows for the construction of more homes in suitable locations than the R-18 current zoning.
- Strategy 4.3.1 Land Use Patterns. Promote development of efficient land use patterns to allow continued quality and efficiency of water systems. Discourage the extension of water service into areas that are not most suitable for development. The site would connect to existing city infrastructure, with redundant access and water and sewer connections.

Staff Recommendation

Based on the *Graham 2035 Comprehensive Plan* and the *City of Graham Development Ordinance*, staff recommends **approval** of the Conditional Rezoning. The following supports this recommendation:

• Rezoning the property would be in consistence with the policies 5.1.1, 3.3.2, and strategy 4.3.1, as put forth by the Graham 2035 Comprehensive Plan.

Planning Board Recommendation:

Planning Board recommended approval with a vote of 7-0 with the following conditions:

- All lots meet the 9,000 square foot requirement

- The active open space incorporate a recreational use such as a dog park, gazebo, playground, etc.

- Install fencing around the active open space area if appropriate.

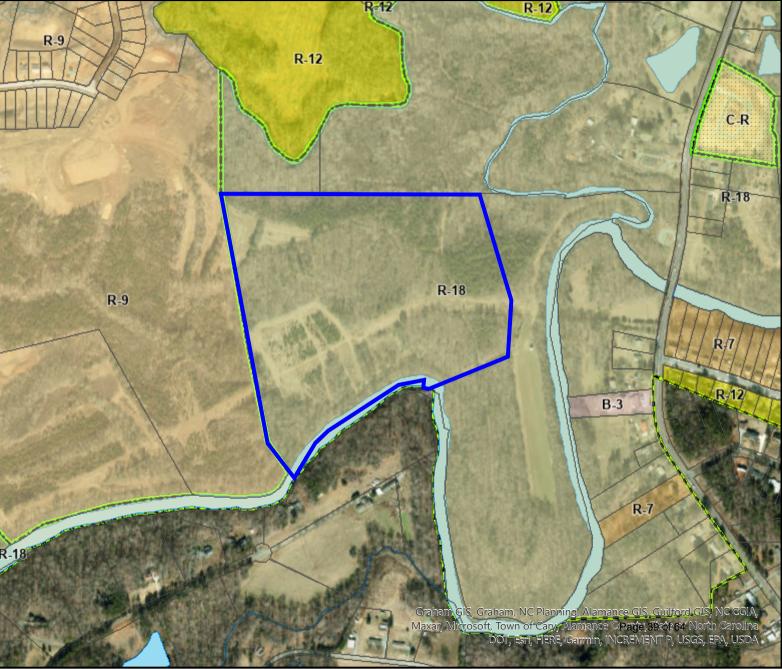
Planning Type Neighborhoods

Development Type Suburban Residential

The term neighborhood refers to the idea of a compact, walkable, diverse, and connected community. As the building blocks of City urban fabric, neighborhoods should be organized around smallscale activity centers that provide civic and commercial functions within a five to ten-minute walk for residents to meet their daily needs.

Neighborhoods should be well connected internally and externally for bicyclists, pedestrians, and commuters. Small blocks and high connectivity ratios should be established and within maintained both and between neighborhoods.

> Appropriate Density 3-6 dwelling units per acre





PHASE 3 _ PHASE 4A

52

50' PUBLIC ROW

CHANNEL STREET =

58

MAYFIELD DRIVE

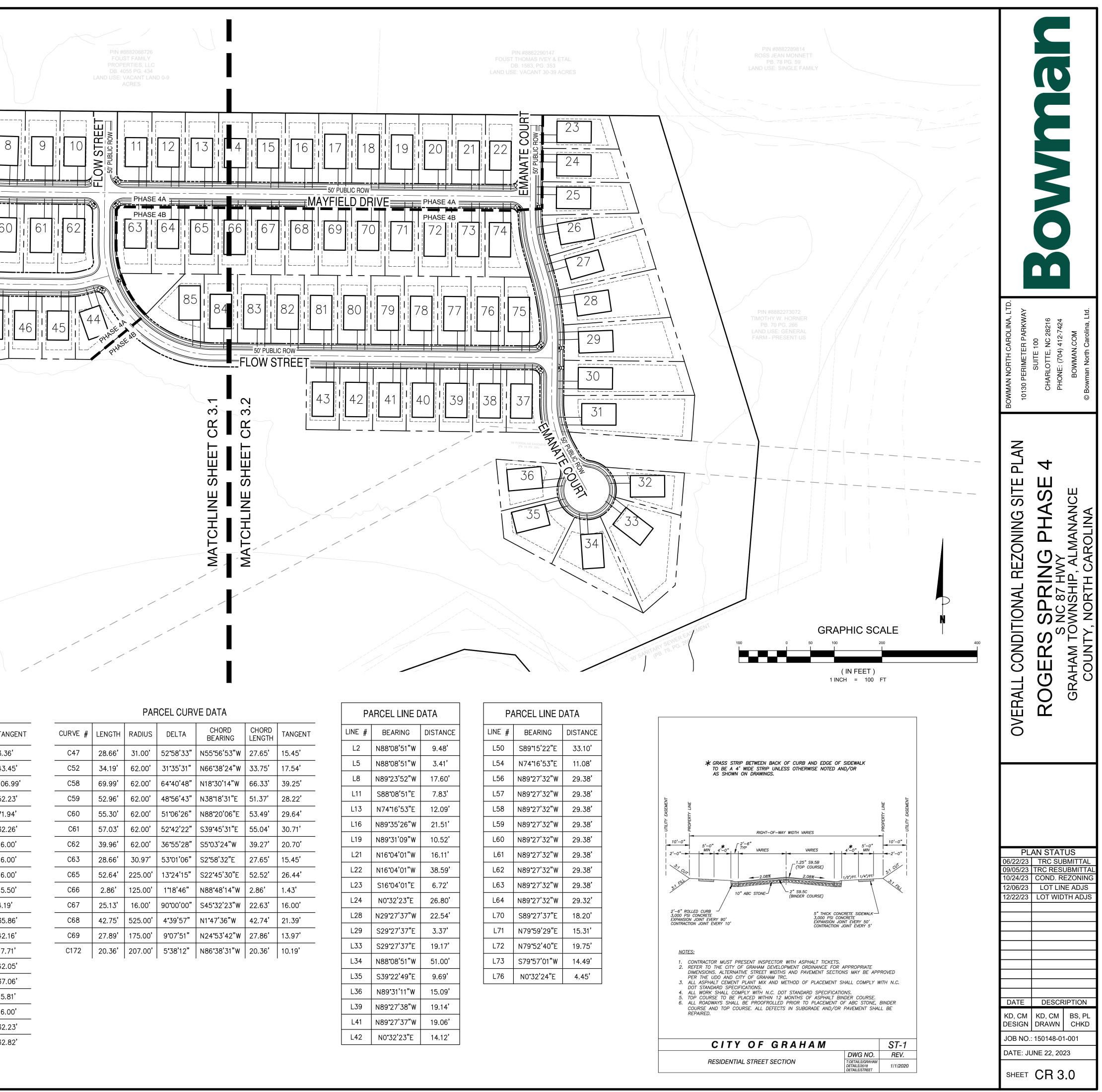
	PARCEL CURVE DATA									PAF	CEL CUR	VE DATA		
CURVE #	LENGTH	RADIUS	DELTA	CHORD BEARING	CHORD LENGTH	TANGENT	-	CURVE #	LENGTH	RADIUS	DELTA	CHORD BEARING	CHORD LENGTH	TANGENT
C23	6.71'	175.00'	2 ° 11'48"	N89 ° 14'45"W	6.71'	3.36'	-	C47	28.66'	31.00'	52 • 58'33"	N55°56'53"W	27.65'	15.45'
C24	86.09'	257.00'	19 ° 11'36"	S34°39'40"E	85.69'	43.45'		C52	34.19'	62.00'	31 ° 35'31"	N66°38'24"W	33.75'	17.54'
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C32	24.62'	16.00'	88 ° 10'33"	S45°22'21"E	22.26'	15.50'	-	C66	2.86'	125.00'	1*18'46"	N88°48'14"W	2.86'	1.43'
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C37	35.41'	525.00'	3°51'54"	N14°08'04"W	35.41'	17.71'	_	C172	20.36'	207.00'	5 ° 38'12"	N86°38'31"W	20.36'	10.19'
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C8	28.16'	19.12'	84 ° 23'54"	N46°43'00"W	25.68'	17.33'
C9	83.76'	150.00'	31°59'42"	S20°29'36"E	82.68'	43.00'
C10	166.59'	150.00'	63 ° 37'53"	S68"18'23"E	158.16'	93.06'
C11	53.40'	100.00'	30 ° 35'56"	S84°49'22"E	52.77 '	27.36'
C12	23.19'	110.57'	12 ° 00'59"	N85°03'30"E	23.15'	11.64'
C13	36.63'	175.00'	11 ° 59'32"	N85 ° 51'23"E	36.56'	18.38'
C14	19.66'	175.00'	6 ° 26'12"	N87 • 19'17"E	19.65'	9.84'
C15	30.00'	175.00'	9 ° 49'18"	N79 ° 11'32"E	29.96'	15.04'
C16	22.52'	16.00'	80 ° 39'16"	S65°23'29"E	20.71'	13.58'
C17	35.47'	125.00'	16 ° 15'30"	N82 ° 24'38"E	35.35'	17.85'
C18	22.92'	16.00'	82 ° 04'09"	N33 ° 14'48"E	21.01'	13.93'
C19	37.35'	257.00'	8"19'39"	N3°37'27"W	37.32 '	18.71'
C20	25.13'	16.00'	90 ° 00'00"	N44 ° 27'37"W	22.63'	16.00'
C21	4.01'	175.00'	1 ° 18'46"	N88 ° 48'14"W	4.01'	2.01'
C22	4.79 '	125.00'	2°11'48"	N89 ° 14'45"W	4.79'	2.40'

Cad File

e Name: V: \150148 — Shugart Mungo Homes \150148—01—001 (ENG) — Rogers Spring Phase 4 Graham NC \Engineering \Engineering Plans \Sheet Set \150148—01—00	1 — SITE.dwg
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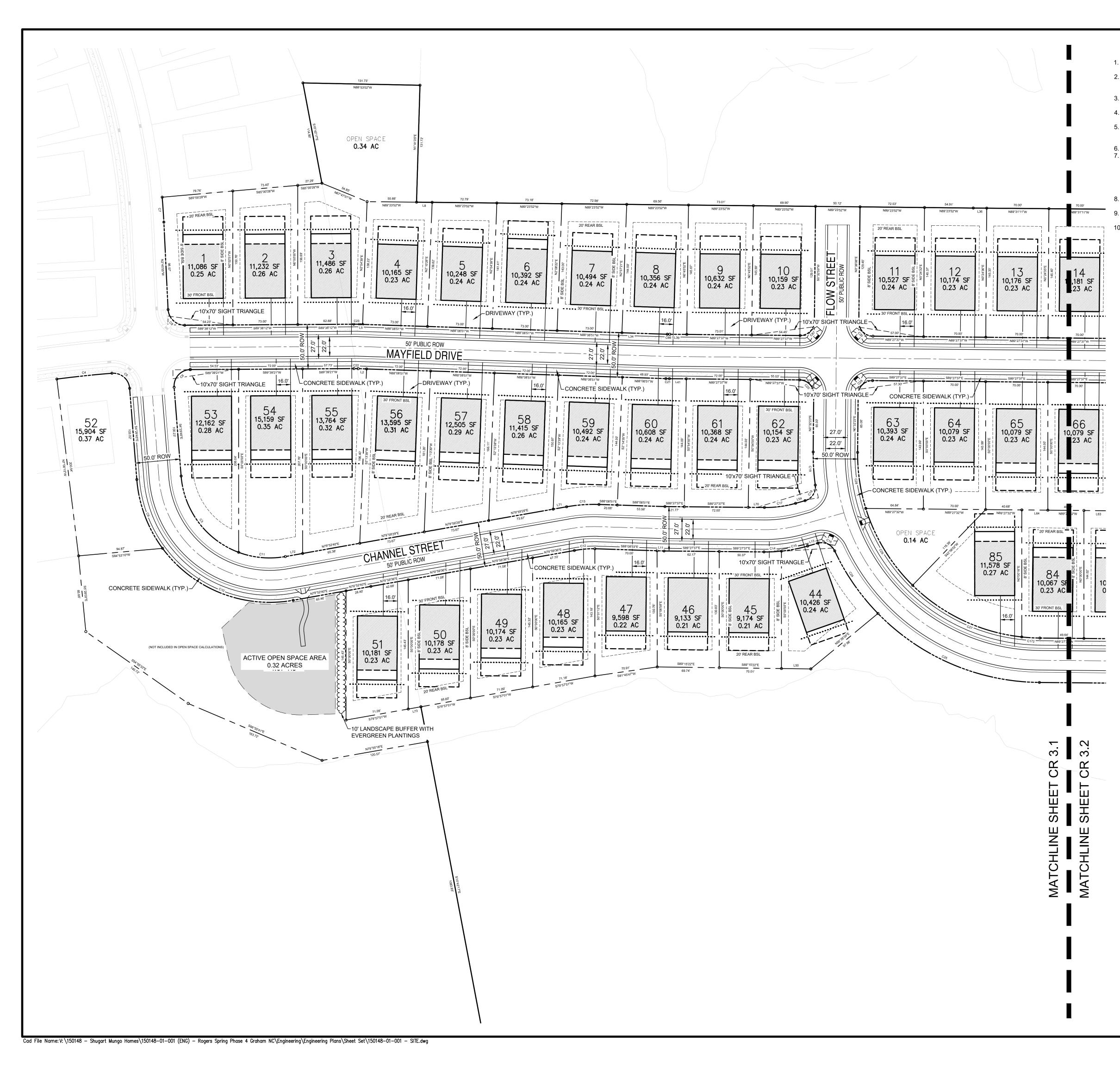


PARCEL	CURVE	DATA
	OOHVE	

PARCEL LINE DATA						
LINE #	BEARING	DISTANCE				
L2	N88*08'51"W	9.48'				
L5	N88*08'51"W	3.41'				
L8	N89°23'52"W	17.60'				
L11	S88°08'51"E	7.83'				
L13	N74 ° 16'53"E	12.09'				
L16	N89°35'26"W	21.51'				
L19	N89 * 31'09"W	10.52'				
L21	N16°04'01"W	16.11'				
L22	N16°04'01"W	38.59'				
L23	S16°04'01"E	6.72'				
L24	N0 ° 32'23"E	26.80'				
L28	N29°27'37"W	22.54'				
L29	S29°27'37"E	3.37'				
L33	S29°27'37"E	19.17'				
L34	N88°08'51"W	51.00'				
L35	S39°22'49"E	9.69'				
L36	N89°31'11"W	15.09'				
L39	N89°27'38"W	19.14'				
L41	N89°27'37"W	19.06'				
L42	N0°32'23"E	14.12'				

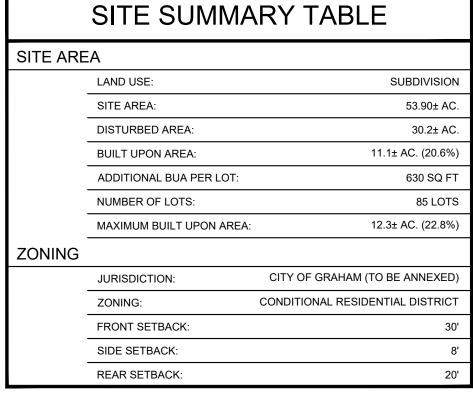
P/	PARCEL LINE DATA						
LINE #	BEARING	DISTANCE					
L50	S89°15'22"E	33.10'					
L54	N74 ° 16'53"E	11.08'					
L56	N89 ° 27'32"W	29.38 '					
L57	N89 ° 27'32"W	29.38'					
L58	N89 ° 27'32"W	29.38'					
L59	N89 ° 27'32"W	29.38'					
L60	N89 ° 27'32"W	29.38'					
L61	N89 ° 27'32"W	29.38'					
L62	N89 ° 27'32"W	29.38'					
L63	N89 ° 27'32"W	29.38'					
L64	N89 ° 27'32"W	29.32'					
L70	S89°27'37"E	18.20'					
L71	N79°59'29"E	15.31'					
L72	N79°52'40"E	19.75'					
L73	S79 ° 57'01"W	14.49'					
L76	N0°32'24"E	4.45'					

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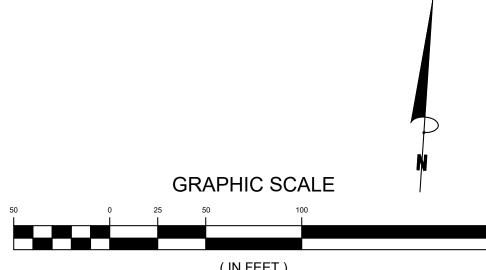
GENERAL SITE NOTES

- ALL DIMENSIONS SHOWN ARE TO THE FACE OF CURB, PROPERTY LINE OR CENTERLINE OF STRIPING UNLESS OTHERWISE NOTED. ALL EXISTING EASEMENTS, RIGHTS-OF-WAY, AND LOT LINES MAY NOT BE SHOWN. REFER TO THE
- ALTA/NSPS LAND TITLE SURVEY PREPARED BY BOWMAN CONSULTING GROUP, DATED 04/04/2023, FOR COMPLETE BOUNDARY INFORMATION AND ASSOCIATED ENCUMBRANCES. 3. A PRE-CONSTRUCTION MEETING WITH THE CITY OF GRAHAM ENGINEER SHALL BE HELD PRIOR TO
- CONSTRUCTION COMMENCEMENT. 4. THE CITY OF GRAHAM SHALL BE GIVEN AT LEAST 48 HOURS NOTICE PRIOR TO PERFORMING ANY INSPECTIONS.
- TRAFFIC CONTROL SHALL BE IN ACCORDANCE WITH THE PROJECT PLANS, THE CURRENT EDITION OF 5. THE NCDOT DESIGN STANDARDS AND THE LATEST MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD).
- ALL MECHANICAL EQUIPMENT TO BE ROOF MOUNTED AND SCREENED FROM HE STREET. CONTRACTOR TO PROVIDE AS-BUILTS OF ALL IMPROVEMENTS TO THE SITE. AS-BUILTS TO INCLUDE HORIZONTAL AND VERTICAL LOCATIONS OF ALL UNDERGROUND UTILITIES INCLUDING, BUT NOT LIMITED TO, PIPES, FITTINGS, STRUCTURES, AND OTHER APPURTENANCES. ELEVATIONS OF PIPES AT CROSSING POINTS MUST BE SUFFICIENT TO IDENTIFY MINIMUM SEPARATION OF UTILITIES. IN ADDITION TO THE AFOREMENTIONED CRITERIA AS-BUILTS MUST MEET ALL LOCAL AND JURISDICTIONAL REQUIREMENTS FOR CERTIFICATION OF CONSTRUCTION.
- 8. ALL AFFECTED SIDEWALKS, RAMPS AND CROSSWALKS, WILL BE BUILT AND INSPECTED TO MEET CURRENT ADA REQUIREMENTS. BUILDING SETBACK DIMENSIONS MEASURED TO OUTERMOST ARCHITECTURAL FEATURE. CONTRACTOR
- TO REFER TO ARCHITECTURAL PLANS FOR BUILDING DIMENSIONS. PRIOR TO INSTALLATION, CONTRACTOR MUST VERIFY LOCATIONS OF LIGHT POLES, LANDSCAPING AND 10 UTILITIES.



OPEN SPACE CALCULATION						
OPEN SPACE REQUIRED:	10% OF TOTAL SITE AREA 10% x 53.90 AC. = 5.39 AC.					
OPEN SPACE PROVIDED: TOTAL:	3.14 AC. (DISTURBED OPEN SPACE) 26.02 AC. (UNDISTURBED OPEN SPACE) 29.16 AC. (54.10% OF TOTAL SITE AREA)					

_			
	EXISTI	NG LEGEN	<u>D</u>
	PROPERTY LINE		
	ADJACENT PROPERTY LINE		
	SANITARY SEWER	SS	SS
	WATER LINE	W	W
	OVERHEAD ELECTRIC	OHE OHE	OHE
	UNDERGROUND ELECTRIC	Е	——Е ———
	GAS LINE	G	G
	STORM PIPE		
	WATER VALVE	\bowtie	
	FIRE HYDRANT	°C"	
	POWER POLE		
	STORM INLET		



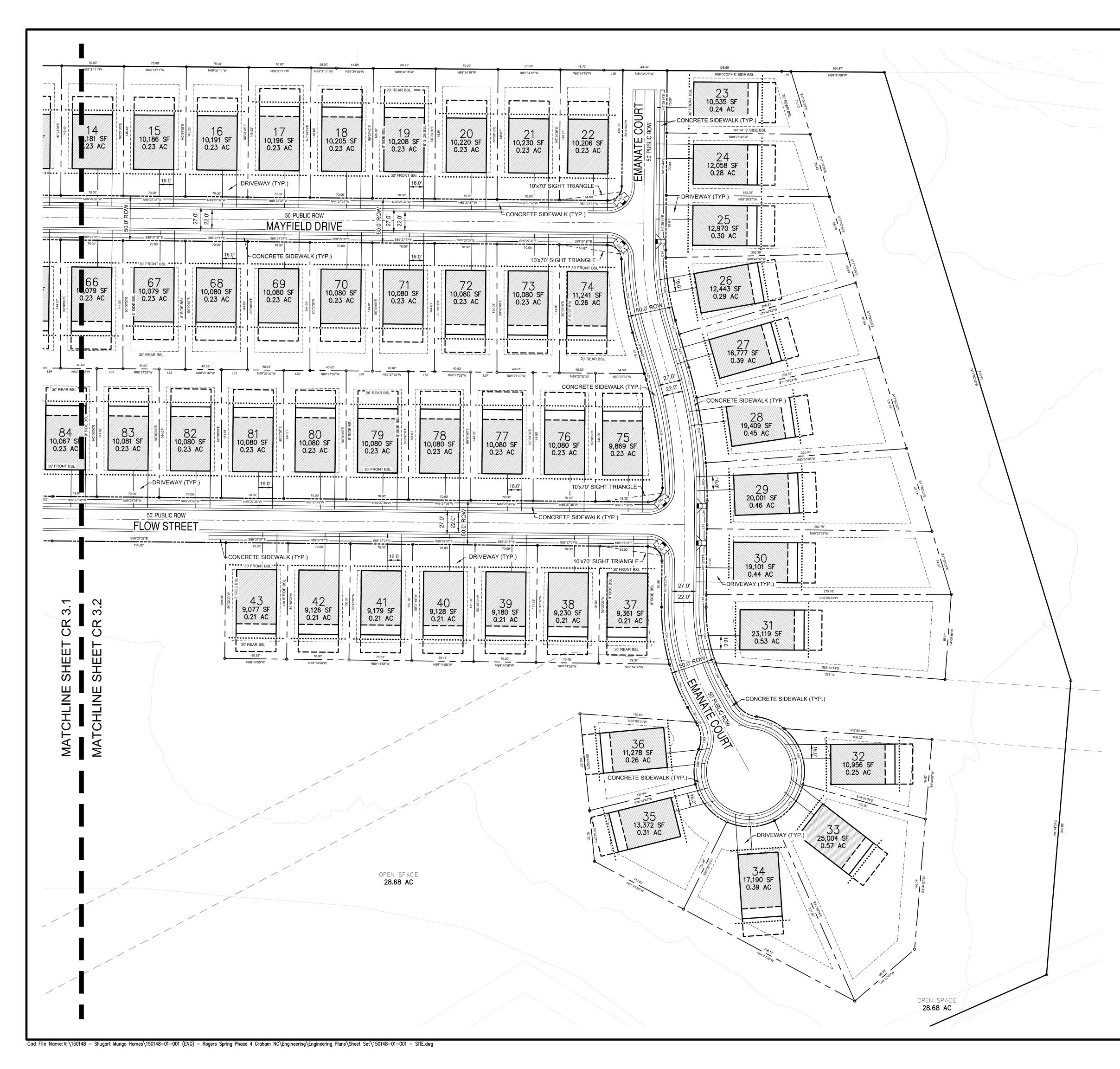
SANITARY SEWER MANHOLE

(IN	FE	ET)	
1 INCH	=	50	FT

BOWMAN NORTH CAROLINA, LTD.	10130 PERIMETER PARKWAY SUITE 100	CHARLOTTE, NC 28216	PHONE: (704) 412-7424	BOWMAN.COM	© Bowman North Carolina, Ltd.			
		ROGERS SPRING PHASE 4	S NC 87 HWY	GRAHAM TOWNSHIP, ALMANANCE	COUNTY, NORTH CAROLINA			
09/0 10/2 12/0	5/23 TI 4/23 C 6/23	N ST TRC RC R COND LOT LOT	SUB ESU 0. RE LINE	MIT BMI ZON E AD	TTAL IING JS			
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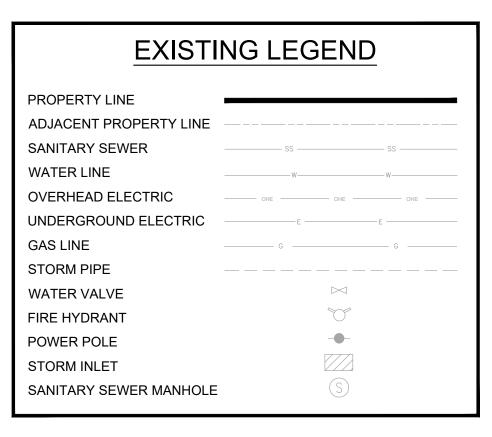
SHEET CR 3.1

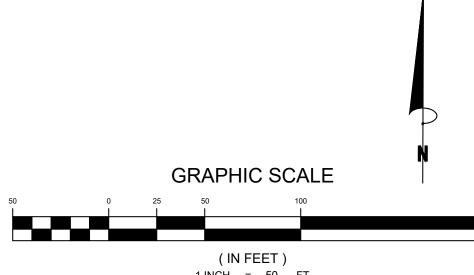


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- (MUTCD).
 ALL MECHANICAL EQUIPMENT TO BE ROOF MOUNTED AND SCREENED FROM HE STREET.
 CONTRACTOR TO PROVIDE AS-BUILTS OF ALL IMPROVEMENTS TO THE SITE. AS-BUILTS TO INCLUDE HORIZONTAL AND VERTICAL LOCATIONS OF ALL UNDERGROUND UTILITIES INCLUDING, BUT NOT LIMITED TO, PIPES, FITTINGS, STRUCTURES, AND OTHER APPURTENANCES. ELEVATIONS OF PIPES AT CROSSING POINTS MUST BE SUFFICIENT TO IDENTIFY MINIMUM SEPARATION OF UTILITIES. IN ADDITION TO THE AFOREMENTIONED CRITERIA AS-BUILTS MUST MEET ALL LOCAL AND JURISDICTIONAL REQUIREMENTS FOR CERTIFICATION OF CONSTRUCTION.
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 PRIOR TO INSTALLATION, CONTRACTOR MUST VERIFY LOCATIONS OF LIGHT POLES, LANDSCAPING AND UTILITIES.
 - SITE SUMMARY TABLE SITE AREA LAND USE: SUBDIVISION SITE AREA: 53.90± AC DISTURBED AREA: 30.2± AC BUILT UPON AREA: 11.1± AC. (20.6%) ADDITIONAL BUA PER LOT: 630 SQ FT NUMBER OF LOTS: 85 LOTS MAXIMUM BUILT UPON AREA: 12.3± AC. (22.8%) ZONING CITY OF GRAHAM (TO BE ANNEXED) JURISDICTION: CONDITIONAL RESIDENTIAL DISTRICT ZONING: FRONT SETBACK: SIDE SETBACK: REAR SETBACK:

OPEN SPA	CE CALCULATION
OPEN SPACE REQUIRED:	10% OF TOTAL SITE AREA 10% x 53.90 AC. = 5.39 AC.
OPEN SPACE PROVIDED: TOTAL:	3.14 AC. (DISTURBED OPEN SPACE) <u>26.02 AC. (UNDISTURBED OPEN SPACE)</u> 29.16 AC. (54.10% OF TOTAL SITE AREA)



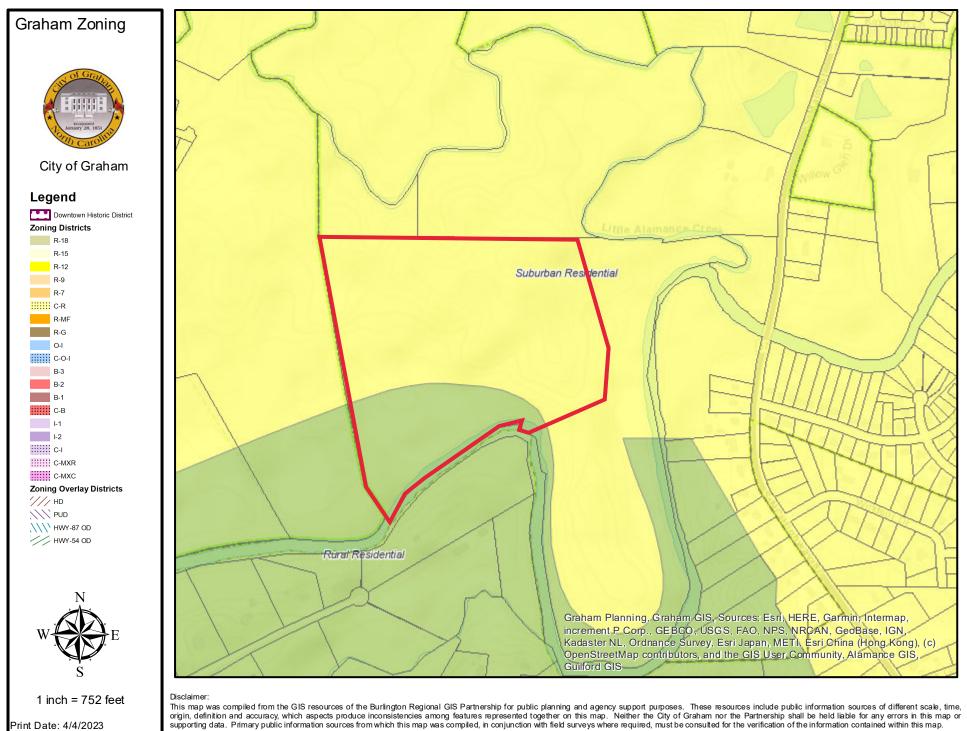




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SHEET CR 3.2

1 INCH = 50 FT





City Council Decision & Statement of Consistency

Per NCGS 160A-383, zoning regulations shall be made in accordance with an adopted comprehensive plan and any other officially adopted plan that is applicable. When adopting or rejecting any zoning amendment, the City Council shall also approve a statement describing whether its action is consistent with the "The Graham 2035 Comprehensive Plan" and briefly explaining why the City Council со В b G th re

considers the action taken to be reasonable and in the public interest. The Planning Board shall provide a written recommendation to the City Council, but a comment by the Planning Board that a proposed amendment is inconsistent with the "The Graham 2035 Comprehensive Plan" shall not preclude consideration or approval of the proposed amendment by the City Council. If the City Council approves, this rezoning shall be effective upon written consent to the conditions herein described.	Type of Request Conditional Rezoning <u>Meeting Dates</u> Planning Board on November 21, 2023 City Council on December 12, 2023 City Council on January 9, 2024
Choose one	
I move that the application be APPROVED .	
 I move that the application be APPROVED with the following cond [insert additional conditions] 	ditions.
I move that the application be DENIED .	
Choose one	
The application is consistent with <i>The Graham 2035 Comprehensi</i>	ve Plan.
The application is not fully consistent with <i>The Graham 2035 Com</i>	prehensive Plan.
State reasons	
This action is reasonable and in the public interest for the following re	asons:
This report reflects the decision of the City Council, this the 9 th day of	January 2024.
Attest:	

Renee Ward, City Clerk

Jennifer Talley, Mayor

Rogers Springs Phase 4

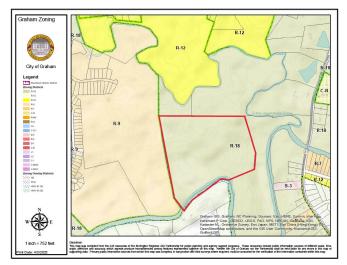
(CR2304)



SUBJECT:	ANNEXATION OF 53.90 +/- ACRES OFF MAYFIELD DRIVE
PREPARED BY:	CAMERON WEST, PLANNER

REQUESTED ACTION:

Approve the Annexation Ordinance to Extend the Corporate Limits of the City of Graham, North Carolina for a tract of land totaling 53.90 - acres located off Mayfield Drive.



BACKGROUND/SUMMARY:

The attached petition is a request for the Council's approval for an extension of the corporate limits to include the subject properties. The area being considered for annexation is located off of Mayfield Drive and contains approximately 53.90 +- acres total. Water and sewer are located adjacent to this property within the Mayfield Drive right of way, and the applicants wish to tie onto the City's infrastructure.

FISCAL IMPACT:

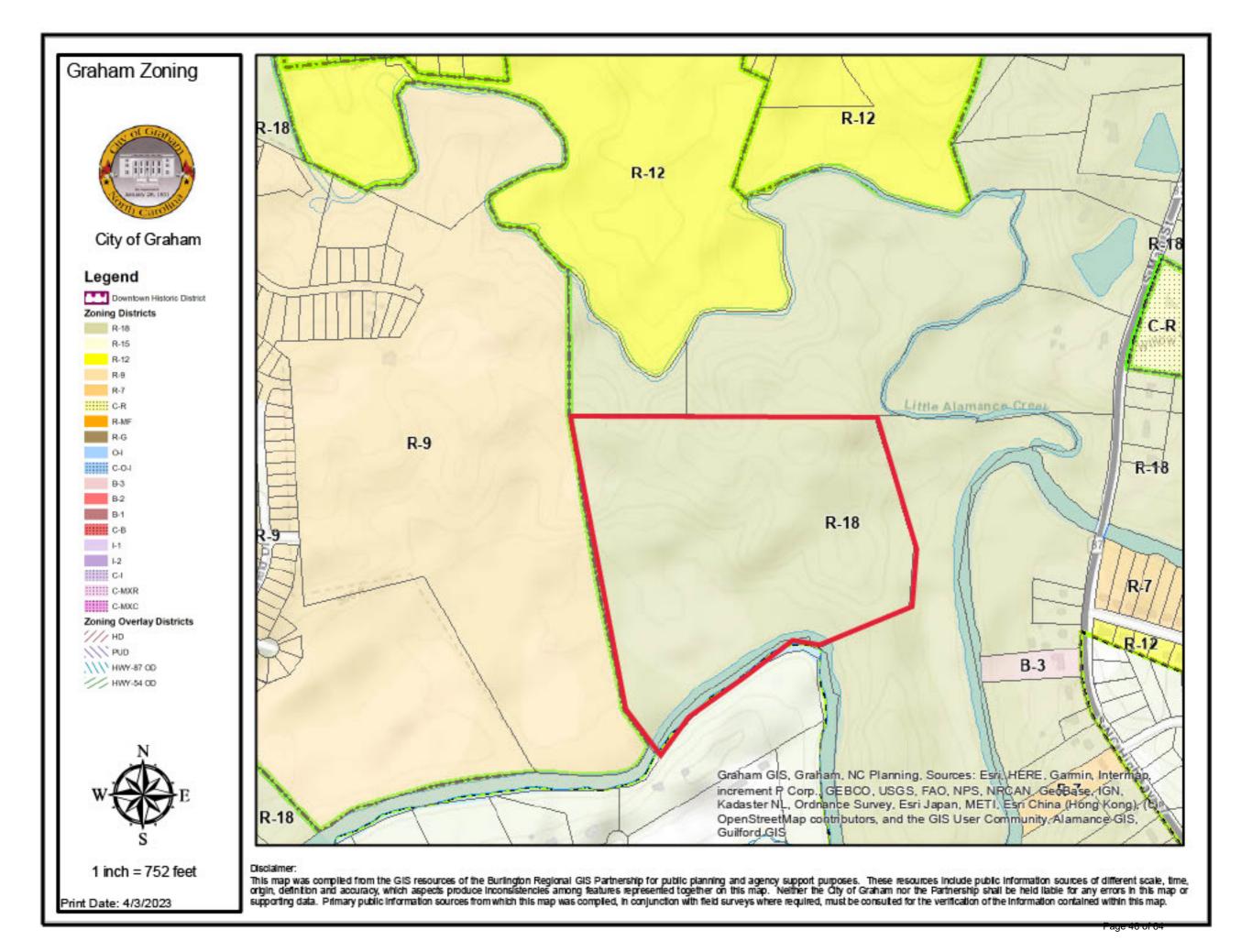
New residential property generally creates positive tax revenue for the City, and because the public services are being connected at this site, the cost to the City is minimal.

STAFF RECOMMENDATION:

Approval.

SUGGESTED MOTION(S):

1. I move we approve the Annexation Ordinance to Extend the Corporate limits of the City of Graham, North Carolina, for 53.90 (+/-) acres off of Mayfield Drive.



SURVEYOR'S CERTIFICATION:

I JOSHUA A. MONTAZERI, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (DEED DESCRIPTION RECORDED IN BOOK **SEE**, PAGE **MAP**; THAT THE BOUNDARIES NOT SURVEYED ARE INDICATED AS DRAWN FROM INFORMATION IN BOOK **SEE**, PAGE **MAP**; THAT THE RATIO OF PRECISION OR POSITIONAL ACCURACY AS CALCULATED IS 1:10.000+; AND THAT THE PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED.

REGARDING ORIENTATION AND CONTROL POINT COORDINATES: I, JOSHUA A. MONTAZERI, CERTIFY THAT THIS MAP WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL GPS SURVEY MADE UNDER MY SUPERVISION AND THE FOLLOWING INFORMATION WAS USED TO PERFORM THE SURVEY:

- (1) CLASS OF SURVEY: CLASS 1
- (2) POSITIONAL ACCURACY: 1: 50,000+ (3) TYPE OF GPS FIELD PROCEDURE: VRS-RTK
- (4) DATES OF SURVEY: SEPTEMBER 18, 2020
- 5) DATUM/EPOCH: NAD83/2011
- (6) PUBLISHED/FIXED-CONTROL USE: CORS (7) GEOID MODEL: NCGEOID 12B GRS80
- (8) COMBINED GRID FACTOR(S): 0.99995931
- (9) UNITS: US SURVEY FEET

I JOSHUA A. MONTAZERI, CERTIFY THAT THIS IS A SURVEY OF AN EXISTING PARCEL OR PARCELS OF LAND, OR ONE OR MORE EXISTING EASEMENTS AND DOES NOT CREATE A NEW STREET OR CHANGE AN EXISTING STREET.

WITNESS MY ORIGINAL SIGNATURE, LICENSE NUMBER AND SEAL THIS 24th. DAY OF SEPTEMBER, 2020.





ANNEXATION APPROVED BY THE GRAHAM CITY COUNCIL ON THE _____ DAY OF _____, 2020. WITH AN EFFECTIVE DATE OF _____, PROVIDED THAT THE PLAT BE RECORDED WITHIN SIXTY DAYS OF FINAL APPROVAL.

BY	MAYOR	DATE
ATTEST	CITY CLERK	DATE

REVIEW OFFICER'S CERTIFICATE ALAMANCE COUNTY, NORTH CAROLINA

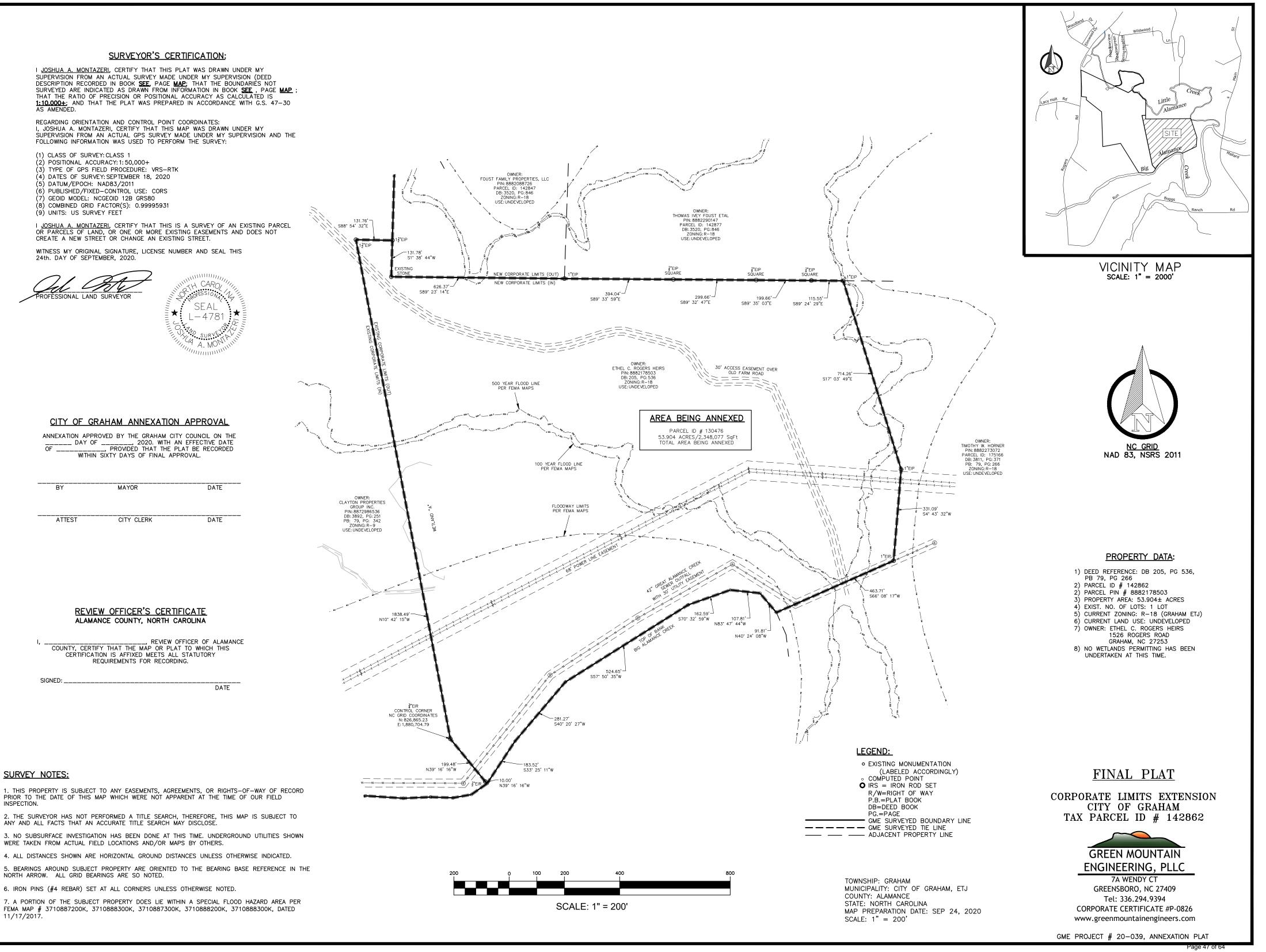
, REVIEW OFFICER OF ALAMANCE COUNTY, CERTIFY THAT THE MAP OR PLAT TO WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.

SIGNED: ___

SURVEY NOTES:

INSPECTION.

DATE



6. IRON PINS (#4 REBAR) SET AT ALL CORNERS UNLESS OTHERWISE NOTED.

ANY AND ALL FACTS THAT AN ACCURATE TITLE SEARCH MAY DISCLOSE.

WERE TAKEN FROM ACTUAL FIELD LOCATIONS AND/OR MAPS BY OTHERS.

7. A PORTION OF THE SUBJECT PROPERTY DOES LIE WITHIN A SPECIAL FLOOD HAZARD AREA PER FEMA MAP # 3710887200K, 3710888300K, 3710887300K, 3710888200K, 3710888300K, DATED 11/17/2017.

1. THIS PROPERTY IS SUBJECT TO ANY EASEMENTS, AGREEMENTS, OR RIGHTS-OF-WAY OF RECORD PRIOR TO THE DATE OF THIS MAP WHICH WERE NOT APPARENT AT THE TIME OF OUR FIELD

2. THE SURVEYOR HAS NOT PERFORMED A TITLE SEARCH, THEREFORE, THIS MAP IS SUBJECT TO

3. NO SUBSURFACE INVESTIGATION HAS BEEN DONE AT THIS TIME. UNDERGROUND UTILITIES SHOWN

4. ALL DISTANCES SHOWN ARE HORIZONTAL GROUND DISTANCES UNLESS OTHERWISE INDICATED.

ANNEXATION ORDINANCE TO EXTEND THE CORPORATE LIMITS OF THE CITY OF GRAHAM, NORTH CAROLINA FOR A 53.904 ACRE TRACT OF LAND OFF OF MAYFIELD DRIVE (AN2308)

WHEREAS, the Graham City Council has been petitioned under G.S. 160A-31 to annex the area described below; and

WHEREAS, the Graham City Council has by resolution directed the City Clerk to investigate the sufficiency of the petition; and

WHEREAS, the City Clerk has certified the sufficiency of the petition and public hearing on the questions of this annexation was held at City Hall, 201 S Main Street, Graham at 6:00 P.M. on January 9, 2024, after due notice by publication November 30, 2023; and

WHEREAS, the Graham City Council finds that the petition meets the requirement of G.S. 160A-31.

NOW, THEREFORE, BE IT ORDINATED by the City Council of the City of Graham, North Carolina that:

Section 1. By virtue of the authority granted by G.S. 160A-31, the following described territory is hereby annexed and made part of the City of Graham as of January 9, 2024:

Legal Description GPIN#: 8882178503

Legal Description:

BEGINNING AT AN IRON PIPE FOUND LOCATED AT THE MOST SOUTH EASTERLY CORNER OF THE PARCEL DESCRIBED HEREON, BEING THE TRUE POINT OF BEGINNING, AND HAVING THE FOLLOWING NORTH CAROLINA STATE PLANE COORDINATES: NC NAD 83 N:82751.037 E:1882308.671 THENCE FOLLOWING TWENTY (20) COURSES: 1. SOUTH 66 DEGREES 09 MINUTES 09 SECONDS WEST FOR 433.73 FEET TO AN IRON PIPE FOUND; THENCE 2. SOUTH 65 DEGREES 56 MINUTES 09 SECONDS WEST FOR 29.97 FEET TO AN IRON REBAR SET; THENCE 3. NORTH 40 DEGREES 24 MINUTES 03 SECONDS WEST FOR 91.81 FEET TO AN IRON REBAR SET; THENCE 4. NORTH 83 DEGREES 47 MINUTES 39 SECONDS WEST FOR 107.81 FEET TO AN IRON REBAR SET; THENCE 5. SOUTH 70 DEGREES 33 MINUTES 04 SECONDS WEST FOR 162.59 FEET TO AN IRON REBAR SET; THENCE 6. SOUTH 57 DEGREES 50 MINNUTES 40 SECONDS WEST FOR 524.65 FEET TO AN IRON REBAT SET; THENCE 7. SOUTH 40 DEGREES 20 MINUTES 32 SECONDS WEST FOR 281.27 FEET TO AN IRON REBAR SET; THENCE 8. SOUTH 33 DEGREES 24 MINUTES 21 SECONDS WEST FOR 183.51 FEET TO AN IRON REBAR SET; THENCE 9. NORTH 39 DEGREES 22 MINUTES 49 SECONDS WEST FOR 9.69 FEET TO AN IRON REBAR FOUND; THENCE 10. NORTH 39 DEGREES 15 MINUTES 35 SECONDS WEST FOR 199.75 FEET TO AN IRON REBAR FOUND; THENCE 11. NORTH 10 DEGREES 42 MINUTES 17 SECONDS WEST FOR 1838.54 FEET TO AN IRON PIPE FOUND; THENCE 12. SOUTH 88 DEGREES 53 MINUTES 02 SECONDS EAST FOR 131.73 FEET TO AN IRON PIPE FOUND; THENCE 13. SOUTH 01 DEGREES 41 MINUTES 25 SECONDS WEST FOR 131.72 FEET TO A STONE MONUMENT FOUND: THENCE 14. SOUTH 89 DEGREES 23 MINUTES 52 SECONDS EAST FOR 626.58 FEET TO AN IRON PIPE FOUND: THENCE 15. SOUTH 89 DEGREES 31 MINUTES 11 SECONDS EAST FOR 393.59 FEET TO AN IRON REBA SET; THENCE 16. SOUTH 89 DEGREES 34 MINUTES 18 SECONDS EAST FOR 300.27 FEET TO AN IRON REBAR SET; THENCE 17. SOUTH 89 DEGREES 35 MINUTES 26 SECONDS EAST FOR 199.76 FEET TO AN IRON REBAR SET; THENCE 18. SOUTH 89 DEGREES 31 MINUTES 09 SECONDS EAST FOR 115.39 FEET TO AN IRON PIPE FOUND; THENCE 19. SOUTH 17 DEGREES 02 MINUTES 26 SECONDS EAST FOR 714.51 FEET TO AN IRON PIPE FOUND; THENCE 20. SOUTH 04 DEGREES 44 MINUTES 07 SECONDS WEST FOR 330.98 FEET TO SAID POINT OF BEGINNING.

SAID PARCEL CONTAINING 2,348,038 SQUARE FEET OR 53.90 ACRES OF LAND, MORE OR LESS.

Adopted this, the 9th day of January 2024.

Jennifer Talley, Mayor, City of Graham

ATTEST:

APPROVED AS TO FORM:

Renee M. Ward, City Clerk

Bryan Coleman, City Attorney

	Petition for ANNEXATION	P.O. Drawer 357 201 South Main Street Graham, NC 27253 (336) 570-6705 Fax (336) 570-6703 www.cityofgraham.com
To the City Council of the City of Gra	aham, NC:	
the City of Graham. If applicable as "income-based" If applicable as "distressed": V	ch territory are as follows:	of G.S. 160A-31(b1).
all parcels and total square m Metes and Bounds Descriptio 3. We acknowledge that any zoning identified on this petition. We fur	py, 2 mylars and 1 pdf. In addition to standard plat inform iles and acreage of area to be annexed. on – 1 paper and 1 digital copy vested rights acquired pursuant to G.S. 160A-385.1 or G. ther acknowledge that failure to declare such rights on the ed for the property. (If zoning vested rights are claimed, i	S. 153A-344.1 must be declared and his petition shall result in a termination

Name	Address	Vested rights?	Signature
Clayton Properties Group	221 Jonestown Road, Winston-Salem, NC 27104	No	An En
			0

attach additional sheets if necessary ...



STAFF REPORT

Prepared by Cameron West, Planner

Hollow Street Group Home (SUP2302)

Type of Request: Special Use Permit

Meeting Dates

Planning Board on November 21, 2023 City Council on December 12, 2023 City Council on January 9, 2024

Summary

This is a request for a Special Use Permit for a Group Home for property located at 616 Hollow Street. There is an existing singlefamily dwelling on the site.

Under the current Development Ordinance, a Group Home is a facility with support and supervisory personnel that provides room and board, personal care or habilitation services in a residential environment for not more than 6 people. Granting this Special Use Permit would permit up to 6 unrelated individuals to reside within the unit. Because this is a new use for the property, the development will be required to comply with off-street parking requirements, which are one space for each two residents of driving age and ability, plus one space per employee. Planning Board reviewed the application and forwarded the item to Council without a recommendation. 5-2 vote.



Contact Information

Linda Montgomery 2076 Jeffries Cross Rd. Burlington, NC 27217 <u>lindam410@yahoo.com</u> 401-269-6900

> Location 616 Hollow Street GPIN: 8884173461

<u>Current Zoning</u> Residential (high density) (R-7)

> Proposed Zoning n/a

Overlay District none

Surrounding Zoning R-7

Single Family, and Vacant

<u>Size</u> .36 acres

(15,898 sq. ft.)

Public Water & Sewer Yes

> Floodplain No

Staff Recommendation Approval



Application for SPECIAL USE PERMIT

P.O. Drawer 357 201 South Main Street Graham, NC 27253 (336) 570-6705 Fax (336) 570-6703 www.cityofgraham.com

Uses shown as. "S" in the City of Graham Development Ordinance, Section 10.135 Table of Permitted Uses, require a Special Use Permit before the use will be permitted in the zoning district. Applicants are strongly encouraged to consult with the City Planner to understand the requirements for the proposed special use and the information that will be needed as part of this application.

Site
Street Address: Lolle Hollaw St. Graham
Tax Map#: GPIN:
Current Zoning District(s):
Overlay District, if applicable: I Historic I S Main St/Hwy 87 I E Harden St/Hwy 54
Current Use: Raphel - unocrupied
Property Owner: Mary Tyree
Mailing Address: 217 N. Gurney St
City, State, Zip: Burlington NC 27215
Phone #_336-350-1441
Email: <u>mtyree 9522 Qyahoo, com</u>
Applicant and Project Contact
Name: Linda Montgomeny
Property Owner Other
Mailing Address: 2076 Jeffries Cross Rd
City, State, Zip: Burlington NC 27217
Phone # 401-2.69-6900
Email: 11/10/00/10/00, 10/1
I certify that all information furnished is true to the best of my knowledge. I have provided all information needed to demonstrate that all requirements of the proposed special use will be met.
ACONT 10-2.0-23
Signature of Applicant Date
With Since 10-20-23
Signature of Property Owner() Date (if other than applicant)
Office Use Only. DEVID#

Proposed Special Use

Proposed Use (from Sec. 10.135 Table of Permitted Uses):

Check if this use is also listed in Section 10.149 Special uses listed

This application **must include sufficient information** to demonstrate that all requirements of the proposed special use will be met. Check which of the following are submitted with this application:

Preliminary Site Plan

Descriptive Information

-planty of off road parking -8 in drinway plus on side of house - no residents are allowed to drive so parking is stricilly for stuff - minimum of a staff per shift - residents will be minor children - all transportection will be provided by staff - very strict rules in place - 24 nour superision - Behavioral plans in place -Therapulatic placement

Additional sheets of Descriptive Information

Because applications for a Special Use Permit go through the public hearing process, applicants are encouraged to contact neighboring property owners prior to the public hearing.

Other Requirements

NCDOT Driveway Permit, if a new or relocated driveway is proposed on a NCDOT road, or for existing driveways if the use of the property is changing Additional sheet of descriptive information for Linda Montgomery application:

To whom it may concern,

My name is Linda Montgomery. I would like to open a group home for at risk children and teens in Graham North Carolina. I intend on opening a Level 3 residential group home to provide a therapuetic family style environment, for kids that cannot remain at home. We will help these kids with therapy, guidance, and behavioral health. I will be licensed through the state of NC to ensure all state rules and regulations are met with MCO oversight through Vaya health that will make sure we are compliant with all their rules and regulations.

The board for this company will include a CEO – Linda Montgomery, COO – Linda Montgomery with the assistance of Robyn Gilliom, CFO – Omon Billups and Linda Montgomery, and complaints will be handled by Robyn Gilliom. Within these people mentioned we will organize weekly paid outings for the children. These outings will be covered by the group home. Utilities are expected to range between \$300 and \$400 per month, an account for vehicle maintenance will be set up with a minimum of \$1500 in the account at all times for routine maintenace ie. Oil changes, new tires, tire rotations, balances, etc. The rent for the property will be \$1500 monthly, and the food overhead is projected at about \$1200 monthly. There will be a fire drill escape plan posted in three different places within the house, at the front and back of the house as well as in the hallway.

Staff will be extensively trained in areas of problematic sexual behaviors as well as substance abuse. Other trainings will include CPI (Crisis prevention intervention), CPR/First aid, Blood borne pathogens, and all HIPPA requirements. Every member of staff will be required to complete these trainings before they can start employment. Behavior plans will be set in place and followed with monthly and quarterly updates with incentives for good behavior. The house will be always staffed with a minimum of 2 highly qualified staff members. These staff will be trained in how to keep themselves, the other residents and the community safe at all times. Due to the trainings in place, unless absolutely needed, we intend on taking care of all disciplinary actions in house without having to involve the police. Our qualified staff know that the safety and well-being of all within the house and the community is upmost number one priority.

Due to the decrease of foster and group home placements, there are thousands of children that need placements. Just from 2021 to 2022, There has been an 22% decrease in placement options as compared to pre-pandemic numbers but there are still at least 11,000 children that DSS and other agencies need to find placements for, and the numbers just keep going up. There has been Children that DSS can't find placements for and they are forced to sleep in inappropriate places such as hospital ED departments or in DSS offices. Hospital staff have been assaulted by some of these children as they are not equipped to handle these types of situations. With experienced staff following the kids PCP – person centered plan, I strongly feel that we can help make a difference with these kids as well as help the community by teaching and modeling good behavior. School needs will be met by close interaction with the school counselors and frequent contact with teachers as well as behavioral specialists at the schools. Tutoring will be available for those who need it as we feel that education is going to be a major stepping stone for their future. As seen on the NC.gov website,

"North Carolina is in a foster care crisis. Federal data show the number of licensed foster care homes in the state dropped 23% from 2021 to 2022. That means there are only about 5,500 foster homes available for the approximately 10,200 foster children in North Carolina.Jul 10,2023"

According to this data, there is an extreme need for this service. We are driven to help these atrisk youth become productive members of society. I have personal experience with how the system works with these kids as I have worked closely with Graham police as well as DSS and various counselors and therapists with family members of my own that are in the system. I also am very knowledgeable and trained to work within the IDD community. I see the void in care that some of these kids desperately need. Having to jump from ED to ED or DSS offices can have an extreme negative impact on these kids, and I aim to help alleviate this. I also look forward to providing job opportunities in the area. With my program and staff, we aim to put these kids on a positive path so they are not repeating patterns learned in previous unsafe environments. As of now, there are only two group homes in the Alamance area. Most of the kids from Alamance County are sent two – three hours away due to no open beds in this area. This hinders any form of family therapy and visitation for these kids. Our main mission is to help guide these children and assist them with family reunification. News article depicting the major need for placement options for children in need from ABC 11:

RALEIGH, N.C. (WTVD) -- The increasing strain on North Carolina's foster care system is leading counties to scramble to find places for children to stay. On many occasions, this has led to children sleeping in county offices.

"This is not an issue that counties have been prepared to have to deal with. And so we're making the best of an unfortunate situation," said Diamond Wimbish, Wake County's child welfare assistant division director.

Wimbish said Wake County has converted visitation areas within the DSS office into bedrooms; equipped with beds and dressers. County social workers serve as caregivers in these settings in addition to their regular roles.

Last year 78 children slept in the office; a majority stayed for longer than a week.

This number has tripled since 2020 when the county reported just 23 children utilizing the makeshift housing.

As this sleeping arrangement becomes more common, state officials started tracking data earlier this year.

The data obtained by the I-Team reveal dozens of foster children each week are sleeping in DSS offices, DSS housing, or hotels. In early June, 56 children statewide had no homes to go to. Counties are not required to report and dozens of counties don't; so the true extent of the problem could be much more significant.

Melanie Shaw has fostered an estimated 30 children in Wake County for nearly two decades.

"It's been one of the most rewarding experiences ever to see kids get adopted or to see them graduate high school, graduate college. It has been absolutely amazing," Shaw said. "I have seen kids experience the beach for the first time or a traditional Christmas for the first time. So it has been really amazing. It's been a fulfilled 18 years."

She said she believes short-term stays in offices and other temporary homes will have a negative effect on children.

"The current shortages in foster parents impacts the kids the most. Children are having multiple temporary placements and it increases the issues of instability," Shaw said.

While she still finds fulfillment in fostering, many others have stopped accepting children into their homes.

ALSO SEE: Growing need for foster care families in North Carolina during summer months

Wake County lost 157 licensed foster homes since 2019, according to data from the NC Department of Health and Human Services (NCDHHS). Other counties, such as Orange and Vance, lost half of their foster homes.

The state has about 5,800 homes -- 18% fewer than before the pandemic.

And with nearly 11,000 foster children, it's not hard to see why some kids are ending up sleeping in county offices.

This reduction has led to children sleeping in offices, but at other times it's meant sending them outside of North Carolina.

"More and more we're having to place children outside of the county, outside of the state, which definitely impacts their ability to reunify with their families," Wimbish said.

The shortage of homes also puts a strain on existing families like Shaw's.

"I currently only have one foster child, and when I need a recharge or a reset, it's often difficult to find respite or a support home, especially in the local area," Shaw said.

Another part of the problem, Wimbish said, is that children have an increasing number of complex behavioral health problems. It's a difference that Shaw has seen firsthand.

"The children are having more crisis-management issues, some kids are more aggressive now. And whether that be physical or verbal, you know, that is very challenging when you're dealing with it," she said. Many foster families and DSS workers are not trained or licensed to care for children who have more complex behavioral and mental health needs, which leads to even fewer placement options.

"As resource-rich as Wake County is, there's a lack of resources to meet the needs in the community," Wimbish said.

Wimbish does not foresee the need for these spaces to go away in the near future so leaders are continuing to explore every option.

One of those potential solutions could be found in Cumberland County, which operates a DSS group home that serves as an emergency facility so children do not have to stay in offices when they don't have a placement.

As Wake County officials explore more long-term solutions, they have hired more staff to specifically oversee the children who stay in the county building.

"I think initially their response was is this a temporary solution that's needed because it's a result of fallout from COVID? But we are now, you know, two years later and still seeing this problem and actually seeing an increase in, not decrease. And so we're realizing that there are permanent," Wimbish said.

Conformity to The Graham 2035 Comprehensive Plan (GCP) and Other Adopted Plans

Planning Type: High-Density Residential Development Type: Downtown Residential

Applicable Policies;

• 5.1.1 Housing Variety. Encourage a mix of housing types within Graham to increase choice. These can include single family dwelling units, multi family dwelling units, small units, prefabricated homes, cohousing, and clustered housing. *The Special Use Permit will allow a house which meets the requirements of a Group Home to service more than two individual, but less than six.*

Planning Type High-Density Residential

Development Type Downtown Residential

Located in and around the City's historic downtown area.

Neighborhoods are to be compact, connected, and diverse

Density of 3-6 DU/acre

• 4.3.1 Land Use Patterns. Promote development of efficient land use patterns to allow continued quality and efficiency of water systems. Discourage the extension of water service into areas that are not most suitable for development. *The site would not use existing city infrastructure. Has not asked for extension.*

DRAFT Findings of Fact and Conclusions

In granting a special use permit, the City Council shall find that all of the six conditions listed below have been met, or it shall be denied. Staff has prepared the following DRAFT findings of fact for each of the six conditions. These findings <u>should</u> be modified by the Council as it considers its decision.

1. All applicable regulations of the zoning district in which the use is proposed are complied with.

 \circ The property is zoned R-7, and a Group Home is permitted with a Special Use Permit in R-7.

- 2. Conditions specific to each use, identified by the Development Ordinance, are complied with.
 - Off-street parking is required in the amount of one space for each two residents of driving age and ability plus one space per employee. It shall be located to the side and/or rear of the building. Space for parking for one employee is proposed to be located to the rear of the house. The applicant states that there will be no residents of driving ability and two employees.
 - Group homes should be located in areas where employment, goods and services can readily be reached by a variety of means of transportation. Access to transit, a sidewalk network and/or close proximity to employment, goods and services are encouraged for approval of a special use permit unless the applicant can satisfactorily demonstrate that the intended residents of the group home do not require this service.
- 3. The use will not materially endanger the public health or safety if located where proposed and developed according to the plan as submitted.
 - The use of the location as a Group Home will not materially endanger the public health or safety.

4. The use will not substantially injure the value of adjoining property or that the use is a public necessity.

• The use of the location as a Group Home will not substantially injure the value of adjoining property.

5. The location and character of the use if developed according to the plan as submitted will be in harmony with the area in which it is to be located and in general conformity with the plan of development for the Graham planning area.

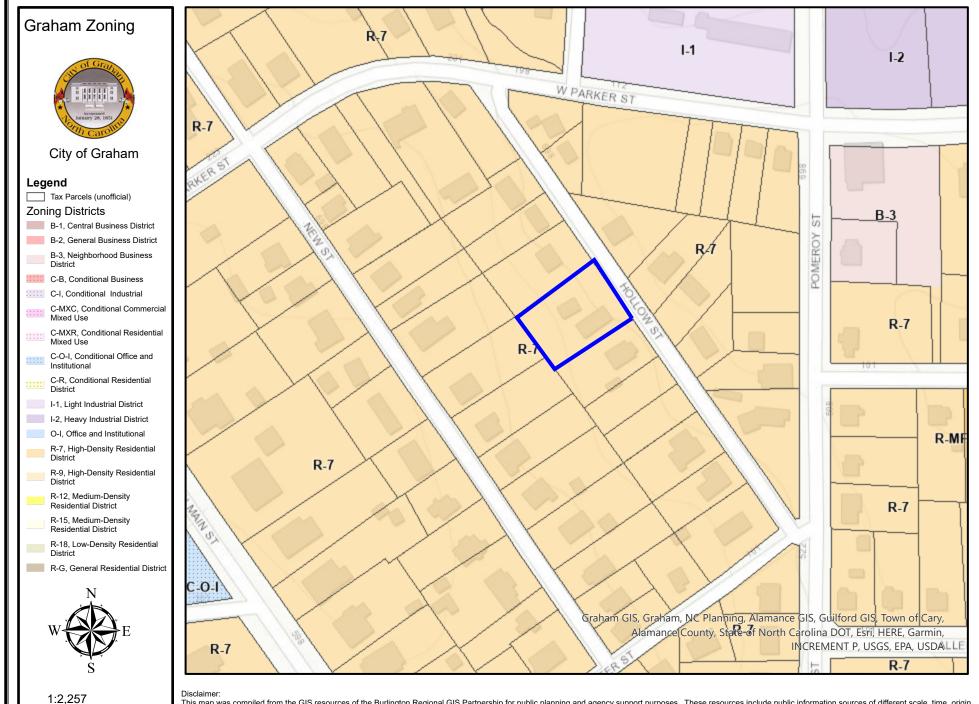
• The proposed Group Home is located in a residential section of Graham, and is in general conformity with The Graham 2035 Comprehensive Plan.

- 6. Satisfactory provision has been made for the following, when applicable: vehicle circulation, parking and loading, service entrances and areas, screening, utilities, signs and lighting, and open space.
 - Parking is adequate with the requirement that there are two spaces for the two employees since there will be no residents with driving ability.

Staff Recommendation

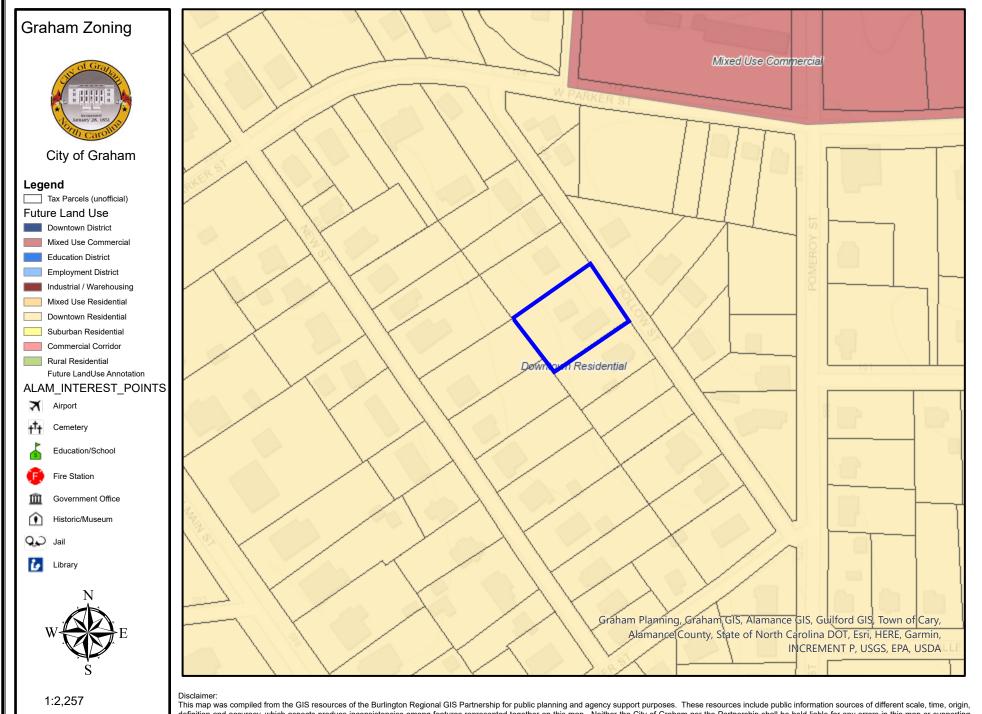
Based on *The Graham 2035 Comprehensive Plan* and the *City of Graham Development Ordinance*, staff **recommends approval** of the Special Use Permit. The following supports this recommendation:

- The development furthers goals of *The Graham 2035 Comprehensive Plan* and is in conformance with the Suburban Residential development type.
- The development complies with the standards of the *Development Ordinance*.
- The development meets all six conditions required by Section 10.144 of the *Development Ordinance*.



Print Date: 10/25/2023

This map was compiled from the GIS resources of the Burlington Regional GIS Partnership for public planning and agency support purposes. These resources include public information sources of different scale, time, origin, definition and accuracy, which aspects produce inconsistencies among features represented together on this map. Neither the City of Graham nor the Partnership shall be held liable for any errors in this map or supporting data. Primary public information sources from which this map was compiled, in conjunction with field surveys where required, must be consulted for the verification of the information contained within this map.



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1-2

1-1

R-7

R-Z



STAFF REPORT Prepared by Cameron West, Planner

Special Use Permit Discussion Type of Request: Discussion Meeting Dates:

City Council on January 9, 2024

Summary

This agenda item topic was voted to be put on tonights agenda at the December 12th, 2023 meeting of the City Council. It was noted that members of the Planning Board had recommended staff to petition City Council to engage in this discussion regarding the Special Use Permit process. The two step process of the current Special Use Permitting decisions has led to questions from the Planning Board as to how they are truly impacting the decisions for Special Use Permits based off of previous requirements to move the item along to City Council without recommendation. This request stems from staff and legals request in order to keep the integrity of the quasi-judicial procedures in a positive standing. During your discussion, members from the Planning Board may voice their concerns over the process in hopes of finding a common ground for the future of the Special Use Permitting process. Staffs recommendation is to find a way for both parties to agree on a plan moving forward to address the special use permits in a one meeting fashion. Whether it's heard only by the Board of Adjustment or only by the City Council. Depending upon the outcome, a text amendment is likely, so this will come back to both boards in the future. Ultimately, staff is seeking guidance from City Council on how they would like to handle the future of the Special Use Permit process based on the concerns discussed during this time.

Location City Wide

Current Zoning

n/a

Proposed Zoning n/a

Overlay District none

Surrounding Zoning n/a

Surrounding Land Uses n/a

<u>Size</u> n/a

Public Water & Sewer

n/a

Floodplain n/a

Staff Recommendation n/a