

**THE ERWIN BOARD OF COMMISSIONERS  
DECEMBER 2020 REGULAR MEETING  
THURSDAY, DECEMBER 3, 2020 @ 7:00 P.M.  
ERWIN MUNICIPAL BUILDING BOARD ROOM**

**AGENDA**

1. **MEETING CALLED TO ORDER**
  - A. INVOCATION
  - B. PLEDGE OF ALLEGIANCE
  
2. **AGENDA ADJUSTMENTS /APPROVAL OF AGENDA**
3. **CONSENT (Page 2)**

*All items on Consent Agendas are considered routine, to be enacted on one motion without discussion. If a Board member or citizen request discussion of an item, the item will be removed from the consent Agenda and considered under New Business.*

  - A. Minutes of Regular Meeting on October 1, 2020 (Page 2)
  - B. Minutes of Special Called Meeting on October 13, 2020 (Page 14)
  - C. Financial Report for September 2020 (Page 15)
  - D. Financial Report for October 2020 (Page 17)
  
4. **PUBLIC HEARING**
  - A. ZT-2020-001 (Page 19)
  - B. ZT-2020-002 (Page 28)
  - C. ZT-2020-003 (Page 37)
  
5. **OLD BUSINESS**
  - A. CU-2020-002 (Page 46)
  
6. **NEW BUSINESS**
  - A. Contract Renewal with Waste Industries/GLF (Page 72)
  - B. Consideration of Proposed 2021 Meetings and Holiday Schedule (Page 75)
  
7. **MANAGER'S REPORT**
  
8. **ATTORNEY'S REPORT**
  
9. **GOVERNING BODY COMMENTS**
  
10. **PUBLIC COMMENT**

*Each speaker is asked to limit comments to 3 minutes, and the requested total comment period will be 15 minutes or less. Citizens should sign up prior to the start of the meeting. Please provide the clerk with copies of any handouts you have for the Board. Although the Board is interested in hearing your concerns, speakers should not expect Board action or deliberation on subject matter brought up during the Public Comment segment. Thank you for your consideration of the Town Board, staff and other speakers. §160A-81.1*
  
11. **CLOSED SESSION**
  - A. Pursuant to General Statute 143-381.11(a) (5) To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease; or (ii) the amount of compensation and other material terms of an employment contract or proposed employment contract.

**ERWIN BOARD OF COMMISSIONERS****REGULAR MINUTES****DECEMBER 3, 2020****ERWIN, NORTH CAROLINA**

The Board of Commissioners for the Town of Erwin with Mayor Patsy Carson presiding, held its Regular Meeting in the Town Hall on Thursday, December 3, 2020 at 7:00 P.M. in Erwin, North Carolina.

Board Members present were: Mayor Patsy Carson and Commissioners William Turnage, Randy Baker, Ricky Blackmon, Thurman Whitman and Melinda Alvarado.

Board Members absent were: Commissioner Alvester McKoy

Town Manager Snow Bowden and Town Clerk Lauren Evans were present.

Town Attorney Tim Morris was present.

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

Commissioner Baker gave the invocation.

Commissioner Alvarado led the Pledge of Allegiance.

**APPROVAL OF AGENDA**

Commissioner Baker made a motion to approve the agenda and was seconded by Commissioner Whitman. **The Board voted unanimously.**

**CONSENT**

Commissioner Turnage made a motion to approve **(ITEM A)** Minutes of Regular Meeting on October 1, 2020, **(ITEM B)** Minutes of Special Called Meeting on October 13, 2020, **(ITEM C)** Financial Report for September 2020 and **(ITEM D)** Financial Report for October 2020 and was seconded by Commissioner Blackmon. **The Board voted unanimously.**

**PUBLIC HEARING**

Commissioner Blackmon made a motion to go into a Public Hearing at 7:06 P.M. and was seconded by Commissioner Whitman. **The Board voted unanimously.**

Town of Erwin  
 Financial Summary Report  
 Month Ending September 2020



	ANNUAL BUDGET	SEPTEMBER ACTIVITY	ACTUAL TO DATE	Y-T-D % COLLECTED
CURRENT YEAR LEVY OF PROPERTY TAXES	1,091,334.00	26,662.00	31,212.00	2.86%
CURRENT YEAR MOTOR VEHICLE TAXES	174,370.00	13,410.00	41,176.00	23.61%
PRIOR YEAR TAXES	10,000.00	2,036.00	6,307.00	63.07%
UTILITIES FRANCHISE TAXES	198,000.00	38,062.00	38,897.00	19.64%
ENTRY FEES	18,000.00	0.00	0.00	0.00%
SALES & USE TAX	585,000.00	71,446.00	191,777.00	32.78%
ZONING PERMITS/APPLICATIONS	5,000.00	1,570.00	3,020.00	60.40%
REFUSE COLLECTIONS FEES	403,698.00	32,900.00	92,926.00	23.02%
STORM WATER COLLECTION	69,930.00	4,810.00	14,244.00	20.37%
ALL OTHER REVENUES	751,383.00	244,008.00	289,821.00	38.57%
	<b>3,306,715.00</b>	<b>434,904.00</b>	<b>709,380.00</b>	<b>21.45%</b>
	ANNUAL BUDGET	SEPTEMBER ACTIVITY	ACTUAL TO DATE	Y-T-D % SPENT
GOVERNING BODY	42,072.00	2,131.00	5,709.00	13.57%
ADMINISTRATION	305,434.00	23,174.00	66,847.00	21.89%
NON-DEPARTMENTAL	284,249.00	22,567.00	141,346.00	49.73%
PLANNING & INSPECTIONS	109,072.00	4,497.00	15,934.00	14.61%
POWELL BILL-STREETS	182,000.00	2,000.00	4,000.00	2.20%
POLICE	820,869.00	85,736.00	190,156.00	23.17%
POLICE - SRO	116,840.00	12,834.00	30,131.00	25.79%
CONTRACT SERVICES - FIRE	235,767.00	15,425.00	15,425.00	6.54%
PUBLIC WORKS-ADMIN.	102,552.00	12,821.00	25,977.00	25.33%
PUBLIC WORKS-STREETS	375,411.00	32,406.00	61,878.00	16.48%
PUBLIC WORKS-SANITATION	323,790.00	31,640.00	61,788.00	19.08%
PUBLIC WORKS-STORM WATER	15,000.00	0.00	0.00	0.00%
RECREATION	320,004.00	28,712.00	60,655.00	18.95%
LIBRARY	67,155.00	6,448.00	14,418.00	21.47%
COMMUNITY CENTER	6,500.00	491.00	1,101.00	16.94%
	<b>3,306,715.00</b>	<b>280,882.00</b>	<b>695,366.00</b>	<b>21.03%</b>
		<b>154,022.00</b>	<b>14,014.00</b>	
Y-T-D GENERAL FUND BALANCE INCREASE (DECREASE)				

**BALANCES AS OF September 30, 2020**

CASH MANAGEMENT	1,304,560.70
BB&T CASH IN BANK	288,245.14
FIRST FEDERAL BUSINESS MONEY MARKET	136,231.89
FIRST FEDERAL MONEY MARKET	855,308.25
<b>Y-T-D INVESTMENT BALANCE IN GENERAL FUND ACCOUNTS</b>	<b>2,584,343.98</b>
BB&T STATE FORFEITURE	3,881.32
BB & T CAPITAL RESERVE/COMM. ENHANCEMENT	169,679.25
FIRST FEDERAL CAP. RESERVE/GENERAL	2,345,377.27
BB&T HEALTH RESERVE HRA ACCT.	11,552.38
PRIEBE FIELD ACCT.	8,297.94
AL WOODALL PARK IMPROVEMENTS	263,946.09
<b>Y-T-D INVESTMENT BALANCE RESTRICTED FUNDS</b>	<b>2,802,546.25</b>
<b>CUMULATIVE BALANCE FOR TOWN OF ERWIN</b>	<b>5,386,890.23</b>

POWELL BILL BALANCE ## \$ 327,434.82

Town Of Erwin  
 Financial Summary Report  
 YTD Comparison of Sept. FY 2019 & FY 2020



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	YTD Sept. 2020	YTD Sept. 2019	YTD DIFFERENCE
CURRENT YEAR LEVY OF PROPERTY TAXES	31,212.41	82,861.62	(51,649.21)
CURRENT YEAR MOTOR VEHICLE TAXES	41,175.92	27,234.82	13,941.10
PRIOR YEAR TAXES / Penalties & Interest	6,307.24	1,649.72	4,657.52
UTILITIES FRANCHISE TAXES	38,897.25	43,175.50	(4,278.25)
ENTRY FEES	0.00	6,156.00	(6,156.00)
SALES & USE TAX	191,776.72	183,992.95	7,783.77
ZONING PERMITS/APPLICATIONS	3,020.00	2,550.75	469.25
REFUSE COLLECTIONS FEES	92,925.51	87,784.87	5,140.74
STORM WATER COLLECTION	14,244.30	11,852.50	2,391.80
ALL OTHER REVENUES	289,821.40	362,255.49	(72,434.09)
	\$ 709,380.85	\$ 809,514.22	(\$100,133.37)
			-12.37%

	YTD Sept. 2020	YTD Sept. 2019	YTD DIFFERENCE	YTD DIFFERENCE
GOVERNING BODY	5,709.00	5,395.31	313.69	5.81%
ADMINISTRATION	66,847.00	76,817.54	(9,970.54)	-12.98%
NON-DEPARTMENTAL	141,346.00	129,357.12	11,988.88	9.27%
PLANNING & INSPECTIONS	15,834.00	9,595.43	6,238.57	66.06%
POWELL BILL-STREETS	4,000.00	31,244.05	(27,244.05)	-87.20%
POLICE	190,156.00	181,976.00	8,180.00	4.50%
POLICE-SRO	30,131.00	28,770.93	1,360.07	4.73%
CONTRACT SERVICES-FIRE	15,425.00	23,813.21	(8,388.21)	-35.23%
PUBLIC WORKS-ADMIN.	25,977.00	26,088.97	(111.97)	-0.43%
PUBLIC WORKS-STREETS	61,876.00	383,448.59	(321,572.59)	-83.66%
PUBLIC WORKS-SANITATION	61,788.00	67,281.58	(5,493.58)	-8.17%
PUBLIC WORKS-STORM WATER	0.00	303.94	(303.94)	-100.00%
RECREATION	60,655.00	82,498.40	(21,843.40)	-26.48%
LIBRARY	14,419.00	11,602.30	2,816.70	24.28%
COMMUNITY CENTER	1,101.00	898.44	202.56	22.55%
	\$ 696,365.00	\$ 1,058,091.81	(\$361,726.81)	-34.34%
	\$ 14,014.85	\$ (249,577.59)		

YTD General Fund Balance Increase (Decrease)

	ACCOUNT BALANCES	
	YTD Sept. 2020	YTD Sept. 2019
CASH MANAGEMENT	1,304,560.70	720,422.94
BB&T CASH IN BANK	288,245.14	122,719.38
FIRST FEDERAL BUSINESS MONEY MARKET	136,231.89	135,411.57
FIRST FEDERAL MONEY MARKET	855,306.25	853,509.66
Y-T-D INVESTMENT BALANCE IN GENERAL FUND ACCOUNTS	\$ 2,584,343.88	\$ 1,832,062.55
BB&T STATE FORFEITURE	3,691.32	1,683.97
BB & T CAPITAL RESERVE/COMM. ENHANCEMENT	169,679.25	144,566.31
FIRST FEDERAL CAP. RESERVE/GENERAL	2,346,377.27	3,019,216.08
BB&T HEALTH RESERVE HIRA ACCT.	11,652.38	7,755.09
PRIEBE FIELD ACCT.	8,287.94	9,688.26
AL WOODBALL PARK IMPROVEMENTS	263,948.09	
Y-T-D BALANCE RESTRICTED FUNDS	\$ 2,802,546.25	\$ 3,082,769.71
CUMULATIVE BALANCE FOR TOWN OF ERWIN	\$ 5,386,890.23	\$ 5,014,832.26

TOWN OF ERWIN  
FINANCIAL SUMMARY REPORT  
FOR MONTH OF Oct. 2020



TOWN OF ERWIN

BALANCES AS OF OCTOBER 31, 2020

ACCOUNT	AMOUNT
CASH MANAGEMENT	1,359,552.49
BB&T CASH IN BANK	381,061.48
FIRST FEDERAL BUSINESS MONEY MARKET	135,286.61
FIRST FEDERAL MONEY MARKET	856,446.88
Y.T.D INVESTMENT BALANCE IN GENERAL FUND ACCOUNTS	2,711,327.44
BB&T STATE FORTIFURE	3,691.32
BB&T CAPITAL RESERVE/COHIM ENHANCEMENT	171,793.81
FIRST FEDERAL CAP. RESERVE/GENERAL	2,345,762.84
BB&T HEALTH RESERVE HRA ACCT.	11,311.36
PRIEBE FIELD ACCT.	8,327.94
AL WOODALL PARK IMPROVEMENTS	253,890.09
Y.T.D INVESTMENT BALANCE RESTRICTED FUNDS	2,794,777.35
CUMULATIVE BALANCE FOR TOWN OF ERWIN	5,506,104.79

POWELL BILL BALANCE

##

\$ 391,181.09

ACCOUNT	ANNUAL BUDGET	OCTOBER ACTIVITY	ACTUAL TO DATE	Y-T-D % SPENT
CURRENT YEAR LEVY OF PROPERTY TAXES	1,091,334.00	97,653.00	128,746.00	11.80%
CURRENT YEAR MOTOR VEHICLE TAXES	174,370.00	19,774.00	60,880.00	0.00%
POOR YEAR TAXES / Penalties & Interest	10,000.00	2,607.00	14,497.00	144.97%
UTILITIES FRANCHISE TAXES	198,000.00	0.00	38,897.00	0.00%
ENTRY FEES	18,000.00	0.00	0.00	0.00%
SALES & USE TAX	585,000.00	67,723.00	259,499.00	44.36%
ZONING PERMITS/APPLICATIONS	5,000.00	1,000.00	4,020.00	80.40%
REFUSE COLLECTIONS FEES	403,698.00	38,679.00	131,604.00	32.80%
STORM WATER COLLECTION	69,930.00	5,126.00	19,370.00	27.70%
ALL OTHER REVENUES	751,383.00	93,601.00	378,040.00	50.31%
	3,306,715.00	326,182.00	1,036,563.00	31.32%
GOVERNING BODY	42,072.00	1,866.00	7,567.00	17.99%
ADMINISTRATION	305,434.00	17,241.00	84,314.00	27.60%
NON-DEPARTMENTAL	284,249.00	5,981.00	147,227.00	51.80%
PLANNING & INSPECTIONS	109,072.00	1,713.00	17,646.00	16.18%
POWELL BILL-STREETS	182,000.00	1,000.00	5,000.00	2.75%
POLICE	820,869.00	67,354.00	258,540.00	31.50%
POLICE-SRO	116,840.00	4,693.00	34,989.00	10.00%
CONTRACT SERVICES-FIRE	235,767.00	21,837.00	37,262.00	15.80%
PUBLIC WORKS-ADMIN	102,552.00	8,610.00	34,708.00	33.84%
PUBLIC WORKS-STREETS	375,411.00	19,748.00	81,762.00	21.76%
PUBLIC WORKS-SANITATION	323,790.00	28,166.00	90,022.00	27.80%
PUBLIC WORKS-STORM WATER	16,000.00	1,769.00	1,769.00	11.79%
RECREATION	320,004.00	20,908.00	81,897.00	25.59%
LIBRARY	67,155.00	4,569.00	19,152.00	28.52%
COMMUNITY CENTER	6,500.00	266.00	1,366.00	21.02%
	3,306,715.00	205,760.00	903,211.00	27.31%
Y.T.D GENERAL FUND BALANCE INCREASE (DECREASE)	120,402.00		132,352.00	

Town of Erwin  
 Financial Summary Report  
 YTD Comparison of Oct. FY 2019 & FY 2020



	YTD Oct. 2020	YTD Oct. 2019	YTD DIFFERENCE
CURRENT YEAR LEVY OF PROPERTY TAXES	128,746.00	128,154.48	591.52
CURRENT YEAR MOTOR VEHICLE TAXES	60,890.00	39,331.66	21,558.34
PRIOR YEAR TAXES / Penalties & Interest	14,497.00	9,090.63	5,406.37
UTILITIES FRANCHISE TAXES	38,897.00	43,175.50	(4,278.50)
EMERGENCY FEES	0.00	6,716.00	(6,716.00)
SALES & USE TAX	259,499.00	243,740.80	15,758.20
ZONING PERMITS/APPLICATIONS	4,020.00	2,800.75	1,219.25
REFUSE COLLECTIONS FEES	131,604.00	121,110.16	10,493.84
STORM WATER COLLECTION	19,370.00	17,207.50	2,162.50
ALL OTHER REVENUES	379,040.00	393,340.70	(15,300.70)
	\$ 1,035,963.00	\$ 1,004,688.18	30,884.82
	YTD Oct. 2020	YTD Oct. 2019	YTD DIFFERENCE
GOVERNING BODY	7,567.00	9,321.59	(1,754.59)
ADMINISTRATION	84,314.00	109,313.74	(15,999.74)
NON-DEPARTMENTAL	147,227.00	135,659.93	11,567.07
PLANNING & INSPECTIONS	17,646.00	9,595.43	8,050.57
POWELL BILL-STREETS	5,000.00	32,278.87	(27,278.87)
POLICE	268,640.00	242,590.35	26,049.65
POLICE-SRO	34,989.00	38,059.40	(3,070.40)
CONTRACT SERVICES-FRE	37,262.00	23,613.21	13,648.79
PUBLIC WORKS-ADMIN.	34,708.00	34,275.15	432.85
PUBLIC WORKS-STREETS	81,752.00	217,194.43	(135,442.43)
PUBLIC WORKS-SANITATION	90,022.00	94,986.85	(4,964.85)
PUBLIC WORKS-STORM WATER	1,769.00	421.51	1,347.49
RECREATION	81,697.00	105,881.11	(23,884.11)
LIBRARY	19,162.00	16,346.50	2,805.50
COMMUNITY CENTER	1,366.00	1,252.44	103.56
	\$ 803,211.00	\$ 1,042,159.30	(156,948.30)
	\$ 132,352.00	\$ (57,491.12)	

	YTD October 2019	YTD October 2019
CASH MANAGEMENT	1,358,352.49	751,289.45
BB&T CASH IN BANK	381,081.48	253,836.10
FIRST FEDERAL BUSINESS MONEY MARKET	136,286.61	135,515.11
FIRST FEDERAL MONEY MARKET	855,446.86	653,690.80
Y-T-D INVESTMENT BALANCE IN GENERAL FUND ACCOUNTS	\$ 2,711,227.44	\$ 1,694,411.64
BB&T STATE FORFEITURE	3,691.32	1,583.87
BB & Y CAPITAL RESERVE/COMM. ENHANCEMENT (2019 First Federal Cap. Reserve)	171,793.81	146,909.11
FIRST FEDERAL CAP. RESERVE/GENERAL	2,345,762.64	3,019,857.21
BB&T HEALTH RESERVE HRA ACCT.	11,311.35	6,676.35
PREEBE FIELD ACCT	6,327.64	9,998.26
AL WOODMALL PARK IMPROVEMENTS	253,890.09	
Y-T-D BALANCE RESTRICTED FUNDS	\$ 2,764,772.35	\$ 3,164,726.90
CUMULATIVE BALANCE FOR TOWN OF ERWIN	\$ 6,598,104.70	\$ 5,176,198.84

### MINUTES CONTINUED FROM DECEMBER 3, 2020

**After much discussion, the consensus of the Board was to table the Public Hearings until the next Regular scheduled Board Meeting in January due to COVID restrictions and for full transparency. We will move the January meeting to the Community Building so that the public may attend.**

Commissioner Baker made a motion to close the public hearing at 7: 17 PM and was seconded by Commissioner Alvarado. **The Board voted unanimously.**

Commissioner Baker made a motion to table and readvertise the rezoning applications (Item A) ZT-2020-001, (Item B) ZT-2020-002 and (Item C) ZT-2020-003 and was seconded by Commissioner Turnage. **The Board voted unanimously.**

### OLD BUSINESS

**After much discussion, the consensus of the Board was to table the Conditional Use Request until the next Regular scheduled Board Meeting in January due to COVID restriction and for full transparency. We will move the January meeting to the Community Building so that the public may attend.**

Commissioner Alvarado made a motion to table CU-2020-002 until we are able to have a Public Hearing and readvertise and was seconded by Commissioner Blackmon. **The Board voted unanimously.**

### NEW BUSINESS

#### **CONTRACT RENEWAL WITH WASTE INDUSTRIES/GFL**

Town Manager Snow Bowden stated we received a letter from Waste Industries also known as GFL. They would like to continue servicing the town and sent a report for us to continue as is for the next five years. They have gone up every year due to cost of living. He told the Board if this is something you would like for me to look into bidding out, I would be happy to do so.

Commissioner Baker stated when you get too comfortable with a partner, at times, you get taken advantage of. He suggested to send it out for bids to make sure everyone is being as honest as they can.

Town Manager Snow Bowden stated he agreed with Commissioner Baker that bidding out would be best but it is the Board's decision.

# Erwin Board of Commissioners

## REQUEST FOR CONSIDERATION

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To: The Honorable Mayor and Board of Commissioners  
From: Snow Bowden, Town Manager  
Date: December 3, 2020  
Subject: ZT-2020-01

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The Town has received a request to have a parcel rezoned from B-2 to R-6. The parcel does not have an address but it is a vacant parcel off of Denim Drive. This parcel has an R-6 District directly behind it and across the street. There are existing grandfathered residential land uses in the area as well. If you want to recommend this property be rezoned you will need to adopt a statement-of-consistency. If you want to recommend against this rezoning request you will need to adopt a statement-of-nonconsistency.

The Erwin Planning Board recommended this rezoning request be approved.

**Attachments:**

- Application to request an amendment to the zoning map
- Staff report
- Harnett County GIS Image with no zoning overlay
- Harnett County GIS Image with a zoning overlay
- Statement-of-Consistency from the Erwin Planning Board
- Statement-of Consistency
- Statement-of-Inconsistency



	<b>Application for an Amendment To The Official Zoning Map of Erwin, NC</b>
	<b>Staff Only:</b> Zoning Case # <u>Z-20</u> - _____
	Fee: _____ Check # _____ MO _____ Cash _____
	PB Recommendation: <u>A</u> <u>D</u> <u>A/W</u> Conditions BOC Date: _____ Decision: <u>A</u> <u>D</u> <u>T</u> <u>A/W</u> Conditions

Print Applicant Name: CSJO LTD LLC  
 Name of Legal Property Owner CSJO LTD LLC  
 Location of Property PIN - 1507-30-8769

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

Zoning change requested from B-2 to R-6

If Conditional District, note conditions: \_\_\_\_\_

Harnett County Tax Map PIN 1507-30-8769

Property owner(s) of area requested and address(es)  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

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

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

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

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

Carolyn D... 919 894-9714  
 Signature of Applicant Contact Number

PO Box 194 Erwin, NC 28359  
 Mailing Address of Applicant

SEP 29 2020

MSB

TOWN OF ERWIN



# REZONING MAP REQUEST STAFF REPORT

Case: ZT-2020-01

Snow Bowden, Town Manager  
townmanager@erwin-nc.org

Phone: (910) 591-4200 Fax: (910) 897-5543

Planning Board: 10/19/2020

Town Commissioners: 11/05/2020

Requested zoning map amendment to a vacant parcel off of Denim Drive with corresponding Harnett County Tax PIN # 1507-30-8769.000. Applicant wants the property rezoned from B-2 Zoning District to our R-6 Zoning District

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## Applicant Information

### Owner of Record:

Name: CSJD LTD LLC  
Address: PO Box 194  
City/State/Zip: Erwin, NC 28339

### Applicant:

Name: Carolyn Dorman  
Address: PO Box 194  
City/State/Zip: Erwin, NC 28339

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## Property Description

Harnett County Tax PIN 1507-30-8769.000  
Acres .62  
Zoning District- B-2

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## Vicinity Map

- See Attached Harnett County GIS Image with zoning districts
- See Attached Harnett County GIS Image without zoning districts

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## Physical Characteristics

Site Description: This is a vacant parcel that is .62 acres. It has an estimated 160 feet of road frontage off of Denim Drive which is a NC Department of Transportation road.

Surrounding Land Uses: This parcel is located off of a NCDOT road. Across the street there is a nonconforming grandfathered mobile home park which would be considered residential. There is residential zoning directly behind this lot. To the immediate left and right of this lot the parcels are zoned B-2 (highway business). The structures are used mostly for single-family dwellings. At one point the property at 2503 Denim Drive was rezoned from B-2 to R-6. But it was later rezoned back from R-6 to B-2.

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## **Services Available**

- Harnett County Regional Water and Sewer is available for this parcel
  - Duke Energy would provide electricity
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## **Staff Evaluation**

This parcel is located off of a main road in the Town of Erwin. In the area there is a mix of residential and commercial land uses. There are residential land uses directly across the street and behind the parcel. The majority of the residential land uses off of Denim Drive are nonconforming grandfather uses. In our 2014 Land Use Plan this parcel is in the area identified for medium intensity growth. The medium intensity land use area is intended for medium to high density mixed residential uses based on the 2014 land use plan.

### **Attachments:**

- GIS zoning district image
- GIS image
- Amendment to the Official Zoning Map of Erwin, NC Application
- Surrounding property owners notified





**Statement-of-Consistency**

The requested rezoning to R-6 is compatible with all of the Town of Erwin's regulatory documents and would not only have a positive impact on the surrounding community, but would enhance the public health, safety, and general welfare as stated in the evaluation. It is recommended that this rezoning request be **Approved**.



**Nancy S. Jackson**

**Chairperson**

ATTEST



**Snow Bowden**

**Town Manager**

## Statement-of-Consistency

The requested rezoning to R-6 is compatible with all of the Town of Erwin's regulatory documents and would not only have a positive impact on the surrounding community, but would enhance the public health, safety, and general welfare as stated in the evaluation. It is recommended that this rezoning request be **Approved**.

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Patsy M. Carson  
Mayor

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Lauren Evans  
Town Clerk

### Statement-of-Inconsistency

The requested rezoning to R-6 is not compatible with all of the Town of Erwin's regulatory documents and would not only have a positive impact on the surrounding community, but would enhance the public health, safety, and general welfare as stated in the evaluation. It is recommended that this rezoning request be **Not Approved**.

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Patsy M. Carson  
Mayor

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Lauren Evans  
Town Clerk



# Erwin Board of Commissioners

## REQUEST FOR CONSIDERATION

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To: The Honorable Mayor and Board of Commissioners

From: Snow Bowden, Town Manager

Date: December 3, 2020

Subject: ZT-2020-02

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An application has been submitted to the Town of Erwin to have a parcel off of Morgan Street rezoned from B-2 to R-6 Zoning. This parcel is adjacent to an R-6 zoning district. The parcel is currently vacant. The area is surrounded by a mixed use of residential and commercial uses. If you want to recommend this property be rezoned you will need to adopt a statement-of-consistency. If you want to recommend against this rezoning request you will need to adopt a statement-of-nonconsistency.

The Planning Board recommended that this rezoning request be approved by adopting a statement of consistency that is included in this packet.

**Attachments:**

- ZT-2020-02 Application
- ZT-2020-02 Staff Report
- GIS image
- GIS image with Zoning
- Statement of Consistency from Planning Board
- Statement of Consistency
- Statement of Inconsistency



# Application for an Amendment To The Official Zoning Map of Erwin, NC

Staff Only: Zoning Case # Z-20 -  
Fee: \_\_\_\_\_ Check # \_\_\_\_\_ MO \_\_\_\_\_ Cash \_\_\_\_\_  
PB Recommendation: A D A/W Conditions  
BOC Date: \_\_\_\_\_ Decision: A D T A/W Conditions

Print Applicant Name: STRICKLEY & COMPANY LLC  
Name of Legal Property Owner STRICKLEY & COMPANY LLC  
Location of Property 108 MORGAN ST

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

Zoning change requested from Highway Business to R6  
If Conditional District, note conditions: \_\_\_\_\_

Harnett County Tax Map PIN 1507-22-1362

Property owner(s) of area requested and address(es)

<u>VICTORIA SHARRAR</u>	<u>GAY PREVATT</u>
<u>1400 DENIM DR</u>	<u>110 MORGAN ST</u>
<u>EDWARD ADINSON</u>	<u>CARRY WOOD</u>
<u>109 MORGAN ST</u>	<u>1500 DENIM DR</u>

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

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

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

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

[Signature] Signature of Applicant      919-922-5898 Contact Number DAID  
258 Wilburton CT, Dunn NC 28334 Mailing Address of Applicant

TOWN OF ERWIN  
MSB



# REZONING MAP REQUEST STAFF REPORT

Case: ZT-2020-02

Snow Bowden, Town Manager  
townmanager@erwin-nc.org

Phone: (910) 591-4200 Fax: (910) 897-5543

Planning Board: 11/16/2020

Town Commissioners: 12/05/2020

Requested zoning map amendment to a vacant parcel off of Morgan Street (108 Morgan Street) with corresponding Harnett County Tax PIN #1507-22-1362.000. The request is to have the property rezoned from Highway Business (B-2) to Residential (R-6)

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## Applicant Information

### Owner of Record:

Name: Janice Godwin Lucas  
Address: 100 East C Street  
City/State/Zip: Erwin, NC 28339

### Applicant:

Name: Strickley and Company LLC  
Address: 258 Willowcroft Court  
City/State/Zip: Dunn, NC 28334

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## Property Description

Harnett County Tax PIN 1507-22-1362.000  
Acres .48  
Zoning District- B-2

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## Vicinity Map

- See Attached Harnett County GIS Image with zoning districts
- See Attached Harnett County GIS Image without zoning districts

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## Physical Characteristics

Site Description: This is a vacant parcel that is .48 acres. It fronts Morgan Street which is a Town owned street. This parcel could be set up in a manner that a residential structure could front Morgan Street. The parcel only has 100 feet of road frontage off of Denim Drive. There is 200 feet of road frontage off of Morgan Street. This parcel is not in a flood zone.

Surrounding Land Uses: This parcel is located off of a NCDOT road and Town owned road. There is R-6 zoning adjacent to the property off of Morgan Street. There is a mixed use of uses in the area including commercial and residential uses.

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## **Services Available**

- Harnett County Regional Water and Sewer is available for this parcel
  - Duke Energy would provide electricity
- 
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## **Staff Evaluation**

This parcel is located off of a main road in the Town of Erwin. As stated earlier it could be set up in a manner where any new building fronts Morgan Street which is a Town street. In the area there is a mix of residential and commercial land uses. There are residential land uses adjacent to the property. The majority of the residential land uses off of Denim Drive are nonconforming grandfather uses. In our 2014 Land Use Plan this parcel is in the area identified for medium intensity growth. The medium intensity land use area is intended for medium to high density mixed residential uses based on the 2014 land use plan.

Attachments:

- GIS zoning district image
- GIS image
- Amendment to the Official Zoning Map of Erwin, NC Application
- Surrounding property owners notified

# Harnett GIS

NOT FOR LEGAL USE .





**Harnett COUNTY**  
NORTH CAROLINA

**GIS/E-911 Addressing**  
November 9, 2020

Recycle Center

Landfills

Surrounding County Boundaries

Federal Property

City Limits

Harnett County Boundary

Address Numbers

Airport

Major Roads

Interstate

NC


US

Roads

Mile Markers

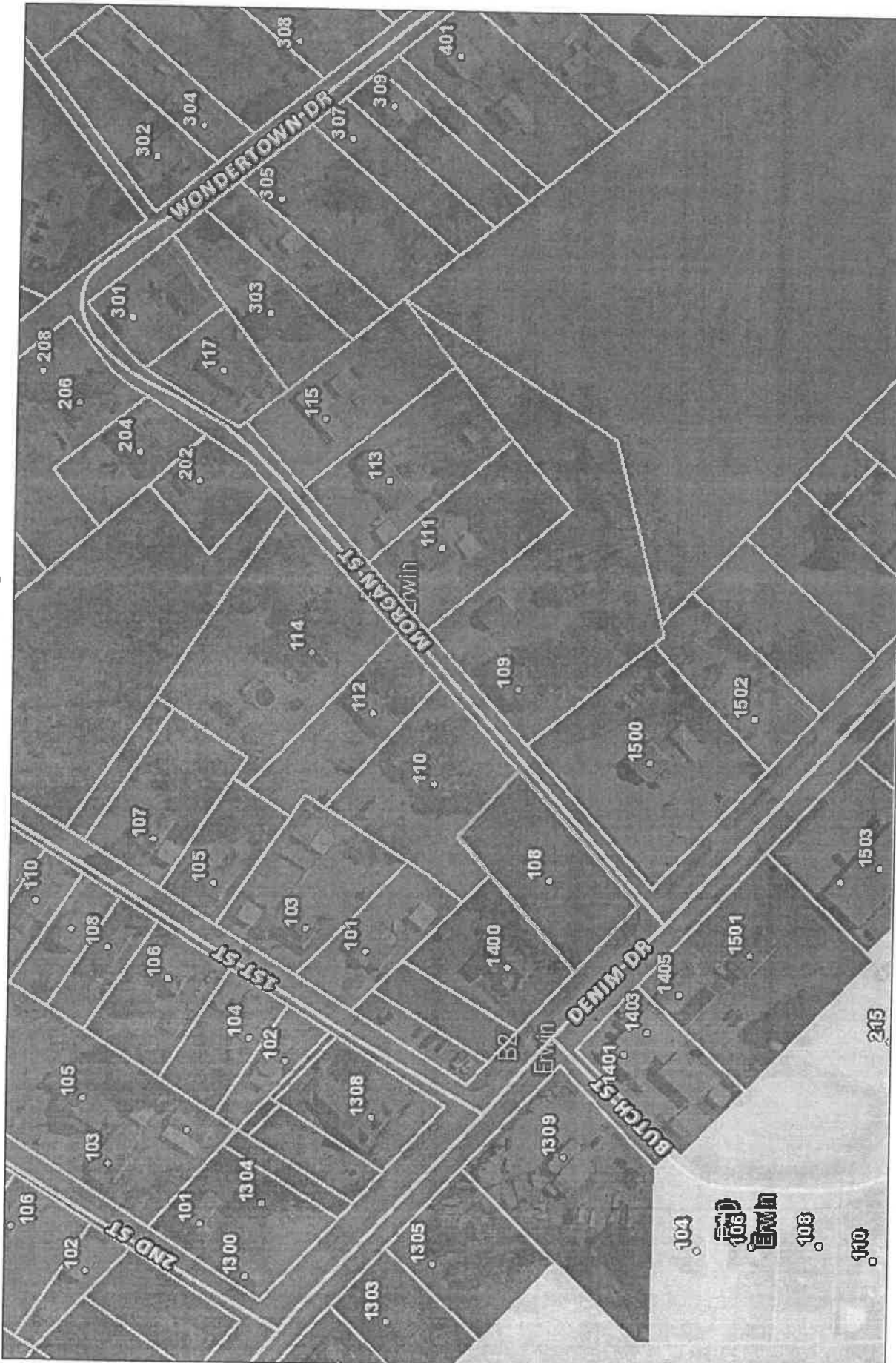
Railroad

Parcels




1 inch = 94 feet

# Harnett GIS



**Harnett County**  
NORTH CAROLINA

GIS/E-911 Addressing  
November 9, 2020

Recycle Center

Landfills

Surrounding County Boundaries

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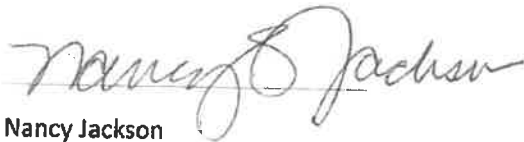
0 80 160 320 Feet

1 inch = 188 feet

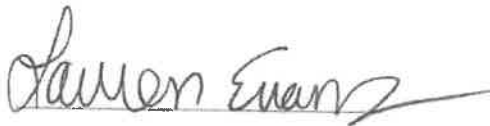
NOT FOR LEGAL USE

**Statement-of-Consistency**

The requested rezoning to R-6 is compatible with all of the Town of Erwin's regulatory documents and would not only have a positive impact on the surrounding community, but would enhance the public health, safety, and general welfare as stated in the evaluation. It is recommended that this rezoning request be **Approved**.



Nancy Jackson  
Planning Board Chair



Lauren Evans  
Town Clerk

## Statement-of-Consistency

The requested rezoning to R-6 is compatible with all of the Town of Erwin's regulatory documents and would not only have a positive impact on the surrounding community, but would enhance the public health, safety, and general welfare as stated in the evaluation. It is recommended that this rezoning request be **Approved**.

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Patsy M. Carson  
Mayor

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Lauren Evans  
Town Clerk



### Statement-of-Inconsistency

The requested rezoning to R-6 is not compatible with all of the Town of Erwin's regulatory documents and would not only have a positive impact on the surrounding community, but would enhance the public health, safety, and general welfare as stated in the evaluation. It is recommended that this rezoning request be **Not Approved**.

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Patsy M. Carson  
Mayor

---

Lauren Evans  
Town Clerk

# Erwin Board of Commissioners

## REQUEST FOR CONSIDERATION

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To: The Honorable Mayor and Board of Commissioners

From: Snow Bowden, Town Manager

Date: December 3, 2020

Subject: ZT-2020-03

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An application has been submitted to the Town of Erwin to have a parcel off of West E Street rezoned from RD (Rural District) to M-1-CD (Conditional District). The property has an existing metal shell building that was built in 1989. It has been used as a welding shop before. It has been vacant for a while and the property owner wants to open up a welding shop in this location. A welding shop is not a permitted or conditional use in the RD Zoning District so he has asked to have the property rezoned. If you want to recommend this property be rezoned you will need to adopt a statement-of-consistency. If you want to recommend against this rezoning request you will need to adopt a statement-of-nonconsistency.

The Planning Board recommended that this rezoning request be approved by adopting a statement of consistency that is included in this packet.

### Attachments:

- ZT-2020-03 Application
- ZT-2020-03 Staff Report
- GIS image
- GIS image with Zoning
- Statement of Consistency from Planning Board
- Statement of Consistency
- Statement of Inconsistency





# REZONING MAP REQUEST STAFF REPORT

Case: ZT-2020-03

Snow Bowden, Town Manager  
townmanager@erwin-nc.org

Phone: (910) 591-4200 Fax: (910) 897-5543

Planning Board: 11/16/2020

Town Commissioners: 12/05/2020

Requested zoning map amendment to 1104 West E Street from RD to M-1-CD (Conditional District)

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## Applicant Information

### Owner of Record:

Name: Freddie L. Faircloth  
Address: 1105 West E Street  
City/State/Zip: Erwin, NC 28339

### Applicant:

Name: Freddie L. Faircloth  
Address: 1105 West E Street  
City/State/Zip: Erwin, NC 28339

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## Property Description

Harnett County Tax PIN 0597-24-9227.000  
Acres .51  
Zoning District- RD (Rural District)

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## Vicinity Map

- See Attached Harnett County GIS Image with zoning districts
- See Attached Harnett County GIS Image without zoning districts

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## Physical Characteristics

Site Description: This is a half-acre lot that has an existing building on it that has been used for welding in the past. The building was built in 1989.

Surrounding Land Uses: This parcel is located at the end of a town street. The majority of the land uses around this property are residential in nature. There is an existing auto garage across the street from this building, and a water plant is located off this road as well. This property is located at the edge of town limits.

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## Services Available

- Harnett County Regional Water and Sewer is available for this parcel
- Duke Energy would provide electricity

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## **Staff Evaluation**

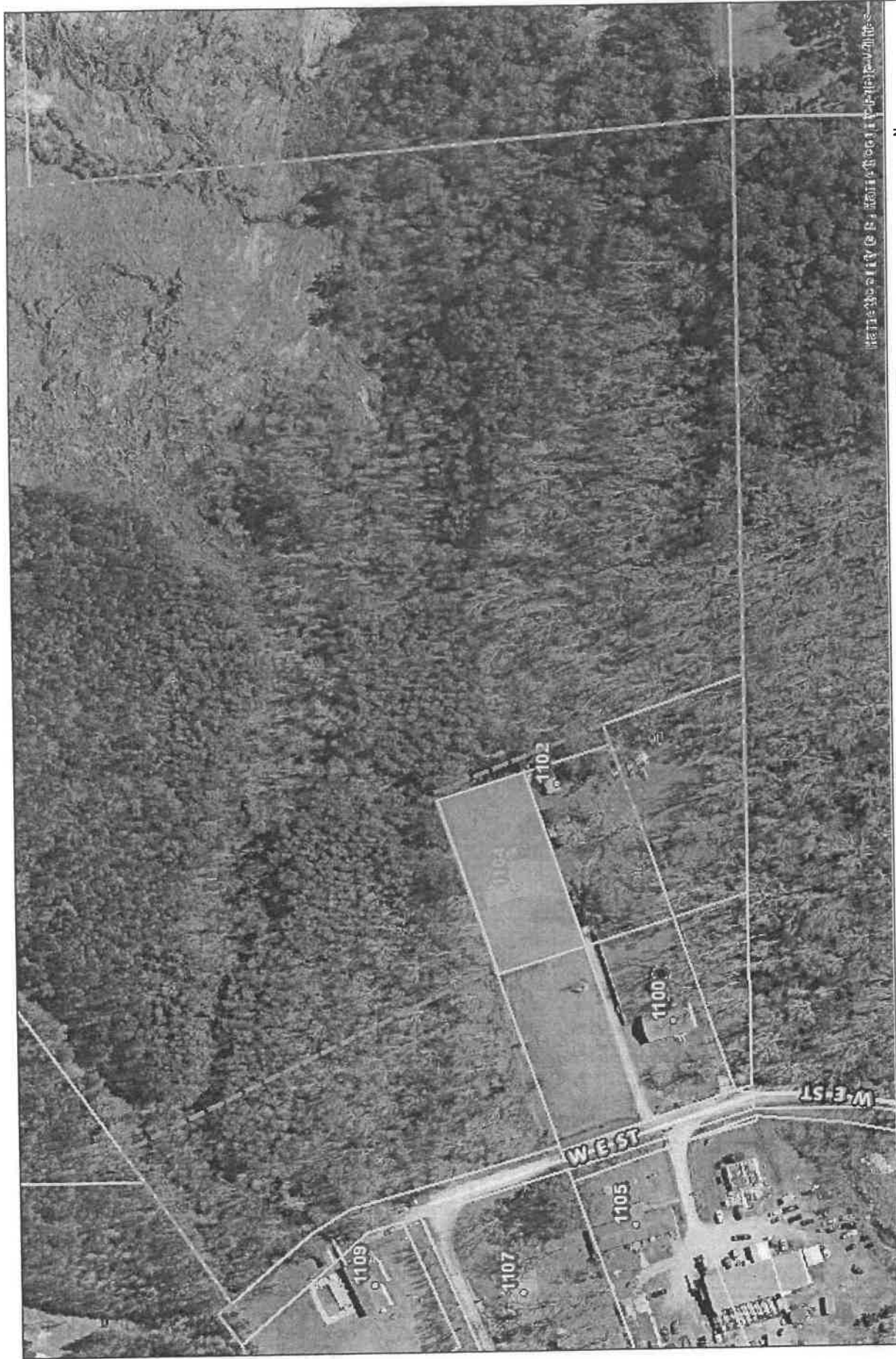
This parcel is located at the end of West E Street which is a town maintained street. This is an existing building that has been used as a welding shop in the past. Town Staff does not believe there would be an adverse impact to the area if this conditional district was approved. All work would take place in an existing building that has been used in the past for this type of work.

**Attachments:**

- GIS zoning district image
- GIS image
- Amendment to the Official Zoning Map of Erwin, NC Application
- Surrounding property owners notified

# Harnett GIS

NOT FOR LEGAL USE .



HARNETT COUNTY GIS, HARNETT COUNTY, NC

Parcels  
 Harnett County Boundary  
 Address Numbers  
 Airport  
 Major Roads  
 Interstate  
 Recycle Center  
 Landfills  
 Surrounding County Boundaries  
 Federal Property  
 City Limits

NC  
 US  
 Roads  
 Mile\_Markers  
 Railroad

1 inch = 188 feet



Harnett County  
 GIS/E-911 Addressing  
 November 10, 2020



**Statement-of-Consistency**

The requested rezoning to M1-CD (Conditional District) is compatible with all of the Town of Erwin's regulatory documents and would not only have a positive impact on the surrounding community, but would enhance the public health, safety, and general welfare as stated in the evaluation. It is recommended that this rezoning request be **Approved**.



Nancy Jackson  
Planning Board Chair



Lauren Evans  
Town Clerk



## Statement-of-Consistency

The requested rezoning to M1-CD (Conditional District) is compatible with all of the Town of Erwin's regulatory documents and would not only have a positive impact on the surrounding community, but would enhance the public health, safety, and general welfare as stated in the evaluation. It is recommended that this rezoning request be **Approved**.

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Patsy M. Carson  
Mayor

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Lauren Evans  
Town Clerk

## Statement-of-Inconsistency

The requested rezoning to M1-CD (Conditional District) not compatible with all of the Town of Erwin's regulatory documents and would not only have a positive impact on the surrounding community, but would enhance the public health, safety, and general welfare as stated in the evaluation. It is recommended that this rezoning request be **Not Approved**.

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Patsy M. Carson  
Mayor

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Lauren Evans  
Town Clerk

## Erwin Board of Commissioners

### REQUEST FOR CONSIDERATION

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To: The Honorable Mayor and Board of Commissioners  
 From: Snow Bowden, Town Manager  
 Date: December 3, 2020  
 Subject: CU-2020-02

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The Town of Erwin has received a conditional use application to place a cell tower on a lot that does not have an address. It is located on a parcel that is off of Red Hill Church Road in the ETJ. The property can be identified by its Harnett County PIN #1507-15-5729.000.

**Attachments:**

- CU-2020-02 Application, CU-2020-02 Staff Report, Site Plan
- Harnett County GIS Image, GIS Image with Zoning
- Planning Board minutes from September Planning Board

**Suggested Motions:**

**For legal purposes, Staff recommends that 3 separate recommendations be made:**

1. I move to recommend that the proposed conditional use application:
  - a. Meets all the Findings of Fact in the Affirmative, or
  - b. Meets one or more of the Findings of Fact in the negative (If this motions is made, then the application would have to be recommended for denial.)
  
2. I move that:
  - a. The proposed amendment is consistent with those documents that constitute the officially adopted land development plan and other applicable plans; or
  - b. The proposed amendment is not consistent with those documents that constitute the officially adopted land development plan and other applicable plans, in that...(state reason(s) for nonconsistency).
  
3. I move that to recommend
  - a. Approval CU-2020-02 to place a cell tower on a vacant parcel off of Red Hill Church Road with corresponding Harnett County Tax PIN #1507-15-5729.000, or
  - b. Denial of CU-2020-02 to place a cell tower on a vacant parcel off of Red Hill Church Road with corresponding Harnett County Tax PIN #1507-15-5729.000, or
  - c. Approval of CU-2020-02 to place a cell tower on a vacant parcel off of Red Hill Church Road with corresponding Harnett County Tax PIN #1507-15-5729.000 with additional conditions.....



**TOWN OF ERWIN**  
 100 West F St., Post Office Box 459  
 Erwin, NC 28339  
 (910) 897-5140 V (910) 897-5543 F  
 www.erwin-nc.org

**CONDITIONAL USE APPLICATION**

**In the Matter Of the Request to the Erwin Board of Commissioners**

Applicant Name	Tillman Infrastructure - Paul Parker	Property Owner Name	Warren Realty, LLC
Mailing Address	2724 Lakeview Drive	Mailing Address	PO Box 1585
City, State, Zip	Raleigh, NC 27609	City, State, Zip	Dunn, NC 28334
Telephone	919-422-9560	Telephone	910-891-4464
Email	ptparkers@outlook.com	Email	mcarter@warrencompany.com

Address of Subject Property	No Addresses on this Parcel Off Red Hill Church Road		
Parcel Identification Number(s) (PIN) of Subject Property	1 5 0 7 - 1 5 - 5 7 2 9 .000		
Legal Relationship of Applicant to Owner	Lease Agreement	Floodplain SFHA <u>Yes</u> No	
Legal Description: Lot	6	Block	Subdivision 00601
Zoning District	Industrial	Wetlands Y Yes <u>No</u>	Watershed Area <u>Yes</u> N No
Public Water Available: Y or <u>No</u>	Public Sewer Available: Y or <u>No</u>	Existing Septic Tank: <u>No</u> or N	
Number of Buildings to Remain	0	Gross Floor Area to Remain	0
Describe Proposed Project or Request with Conditions proposed by applicant: Construct a Telecommunications Tower within a fenced compound with base station equipment. <b>PAID</b>			
Total Acreage or Square Footage to be Disturbed	10,000	AUG 11 2020	
Estimated Cost of Project \$	150,000.00		

Attach a scaled illustrative plot or site plan showing all lot dimensions, buildings, structures, driveways, parking spaces, and distances between structures and property lines. *pd ckt# 3411*

Provide complete mailing addresses for each adjacent property owners (also property within 100 feet) and/or property owners directly across a street, if any. Names and addresses must be from current Harnett County tax listings.

<b>Office Use Only</b>	
Date Application Submitted <u>8/11/2020</u>	Application Fee \$ <u>300.00</u> Received By <u>SBL</u>
Case # <u>CU-2020-02</u>	

*September Planning Board 9/21/2020*  
*Old Town Bldg 1st*



**TOWN OF ERWIN**  
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(910) 897-5140 V (910) 897-5543 F  
www.erwin-nc.org

## **Conditional Use Signature Page**

It is understood by the undersigned that the development and execution of the Conditional Use Ordinance is based upon the division of the Town into districts within which districts the use of land and buildings, and the bulk and location of buildings and structures in relation to the land, is substantially uniform. It is recognized, however, that there are certain uses which, because of their characteristics, cannot be properly classified in any particular district or districts, without consideration, in each case, of the impact of those uses upon neighboring land and of the public need for the particular location. Such conditional uses fall into two categories.

1. Uses publicly operated or traditionally affected with a public interest
2. Uses entirely private in character, but of such unusual nature that their operation may give rise to unique problems with respect to their impact upon neighboring property or public facilities.

The Zoning Ordinance as originally adopted and as subsequently amended is presumed by the Town to be appropriate to the property involved and that the burden of proof for a Conditional Use approval rests with the applicant. Applicant is encouraged to discuss the proposed use with affected property owners.

It is further understood that prior to the granting of any conditional use, the Planning Board may recommend, and the Board of Commissioners may stipulate, such conditions and restrictions upon the establishment, location, reconstruction, maintenance, and operation of the conditional use as it is deemed necessary for the protection of the public interest and to secure compliance with the standards and requirements specified in 9-411.5 of the Town Code. In all cases in which conditional uses are granted, the Board of Commissioners shall require such evidence and guarantees as it may deem necessary as proof that the conditions stipulated in connection therewith are being and will be complied with.

- Such conditions may include a time limitation;
- Conditions may be imposed which require that one or more things be done before the use requested can be initiated. (For example, "that a solid board fence be erected around the site to a height of 6 feet before the use requested is initiated");
- Conditions of a continuing nature may be imposed. (For example, "exterior loud speakers shall not be used between hours of 10:00 p.m. and 9:00 a.m.")

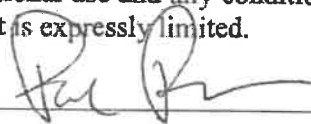
**Compliance with Other Codes:** Granting of a Conditional Use Permit does not exempt applicant from complying with all of the requirements of building codes and other ordinances.

**Revocation:** In any case where the conditions of the Conditional Use Permit have not been or are not being complied with, the Building Inspector shall give the permitted notice of intention to revoke such permit at least ten (10) days prior to a Board of Commissioners review thereof. After conclusion of the review, the Board of Commissioners may revoke such permit.

**Expiration:** In any case where a Conditional Use Permit has not been exercised within the time limit set by the Board of Commissioners, or within one year if no specific time limit has been set, then without further action, the permit shall be null and void. "Exercised" as set forth in this section shall mean that binding contracts for the construction of the main building have been let; or in the absence of contracts that the main building is under construction to a substantial degree; or that pre-requisite conditions involving substantial investment are contracted for, in substantial development, or completion (sewer, drainage, etc.). When construction is not part of the use, "exercised" shall mean that the use is in operation in compliance with the conditions set for in the permit.

**Duration:** Duration of a conditional use and any conditions attached shall be perpetually binding to the property unless it is expressly limited.

Applicant Signature and Date:



08-09-2020



**TOWN OF ERWIN**  
100 West F St., Post Office Box 459  
Erwin, NC 28339  
(910) 897-5140 V (910) 897-5543 F  
www.erwin-nc.org

**CONDITIONAL USE APPLICATION**  
**Record of Adjacent Property Owners**  
With Mailing Addresses Per Harnett County Land Records

- Property Owner (1) Stephen Nelson Owens & Kelly McLeod Nelson  
Mailing Address 588 Mabry Road City Anger ST NC Zip 27501
- Property Owner (2) Arvaleed McLamb  
Mailing Address 71 Wise Rd City Dunn ST NC Zip 28334
- Property Owner (3) Mary Alice Penny & Hal D. Penny  
Mailing Address 183 Red Hill Church Road City Dunn ST NC Zip 28334
- Property Owner (4) Warren Realty, LLC  
Mailing Address PO Box 1585 City Dunn ST NC Zip 28334
- Property Owner (5) RaeFord Nelson Jackson  
Mailing Address 15 Red Hill Church Road City Dunn ST NC Zip 28334
- Property Owner (6) Harnett County  
Mailing Address PO Box 759 City Lillington ST NC Zip 27546
- Property Owner (7) BoatHouse Solar  
Mailing Address 600 Lakeshore Lane City Chapel Hill ST NC Zip 27514
- Property Owner (8) \_\_\_\_\_  
Mailing Address \_\_\_\_\_ City \_\_\_\_\_ ST \_\_\_\_\_ Zip \_\_\_\_\_
- Property Owner (9) \_\_\_\_\_  
Mailing Address \_\_\_\_\_ City \_\_\_\_\_ ST \_\_\_\_\_ Zip \_\_\_\_\_
- Property Owner (10) \_\_\_\_\_  
Mailing Address \_\_\_\_\_ City \_\_\_\_\_ ST \_\_\_\_\_ Zip \_\_\_\_\_
- Property Owner (11) \_\_\_\_\_  
Mailing Address \_\_\_\_\_ City \_\_\_\_\_ ST \_\_\_\_\_ Zip \_\_\_\_\_
- Property Owner (12) \_\_\_\_\_  
Mailing Address \_\_\_\_\_ City \_\_\_\_\_ ST \_\_\_\_\_ Zip \_\_\_\_\_
- Property Owner (13) \_\_\_\_\_  
Mailing Address \_\_\_\_\_ City \_\_\_\_\_ ST \_\_\_\_\_ Zip \_\_\_\_\_

**Town of Erwin Planning Board  
Conditional Use Guidelines for Findings of Fact**

1. The use requested is listed among the conditional uses in the district for which application is made:

Y Yes ~~NO~~ This request is listed among the conditional uses in the district for which the application is made.

---

2. The requested use is essential or desirable to the public convenience or welfare

Y Yes ~~NO~~ This facility will provide enhanced wireless telecommunication service in the area.

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3. The requested use will not impair the integrity or character of the surrounding or adjoining districts, nor be detrimental to the health, morals, or welfare

Y Yes ~~NO~~ This request will not impair the integrity or character of the surrounding or adjoining district, nor be detrimental to the health, morals, or welfare.

---

4. The requested use will be in conformity with the Land Development Plan

Y Yes ~~NO~~ This request is in conformity with the Land Development Plan.

---

5. Adequate utilities, access roads, drainage, sanitation and/or other necessary facilities have been or are being provided

Y Yes ~~NO~~ Adequate utilities, access roads, drainage, sanitation and/or other necessary facilities will be improved as a required for this application.

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6. That adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets

Y Yes ~~NO~~ Adequate measures will be taken to provide ingress and egress as to minimize traffic congestion in public streets.

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7. That the conditional use shall, in all other respects, conform to the applicable regulations of the district in which it is located, except as such regulations may, in each instance, be modified by the Board of Commissioners pursuant to the recommendations of the Planning Board

Y Yes ~~NO~~ This conditional use will conform to applicable regulations of the district which it is located and modified by the Board of Commissioners pursuant to the recommendations of the Planning Board.

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## TOWN OF ERWIN

100 West F St., Post Office Box 459

Erwin, NC 28339

(910) 897-5140 V (910) 897-5543 F

www.erwin-nc.org

### CONDITIONAL USE APPLICATION PROCEDURES

1. Completed application for the Conditional Use Permit, signed by the applicant, shall be addressed to the Board of Commissioners and presented to the Administrative Official. Applications must be submitted by the third Friday of the month prior to the following Planning Board meeting to ensure the application will be heard at the following Planning Board meeting. Planning Board meets on the third Monday of each month.
2. Each application shall contain or be accompanied by such legal descriptions, maps, plans and other information so as to completely describe the proposed use and existing conditions.
3. Pay the Conditional Use Permit Fee as established by the Board of Commissioners and found in the Schedule of Fees in the Office of the Town Clerk. Current fee is \$250.
4. Planning Board reviews the application prior to the public hearing and makes recommendation to the Board of Commissioners.

#### Conditions and Guarantees

Prior to the granting of any conditional use, the Planning Board may recommend, and the Board of Commissioners may stipulate, such conditions and restrictions upon the establishment, location, reconstruction, maintenance, and operation of the conditional use as is deemed necessary for the protection of the public interest and to secure compliance with the standards and requirements specified by ordinance. In all cases in which conditional uses are granted, the Board of Commissioners shall require such evidence and guarantees as it may deem necessary as proof that the conditions stipulated in connection therewith are being and will be complied with.

- Such conditions may include a time limitation;
  - Conditions may be imposed which require that one or more things be done before the use requested can be initiated. (For example, "that a solid board fence be erected around the site to a height of 6 feet before the use requested is initiated");
  - Conditions of a continuing nature may be imposed. (For example, "exterior loud speakers shall not be used between hours of 10:00 p.m. and 9:00 a.m.")
1. Administrative official posts property at least one (1) week prior to public hearing
  2. Newspaper advertisement once (1) each week for two (2) successive weeks prior to the public hearing
  3. The Board of Commissioners shall approve, modify or deny the application for Conditional Use Permit following the public hearing.

### Action by the Board of Commissioners

In granting a Conditional Use Permit the Board of Commissioners shall make written findings that the applicable regulations of the district in which it is located are fulfilled. With due regard to the nature and state of all adjacent structures and uses, the district within which same is located, and official plans for future development, the Board of Commissioners shall also make written findings that the following provisions are fulfilled:

1. The use requested is listed among the conditional uses in the district for which application is made
2. The requested use is essential or desirable to the public convenience or welfare
3. The requested use will not impair the integrity or character of the surrounding or adjoining districts, nor be detrimental to the health, morals, or welfare
4. The requested use will be in conformity with the Land Development Plan
5. Adequate utilities, access roads, drainage, sanitation and/or other necessary facilities have been or are being provided
6. That adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets
7. That the conditional use shall, in all other respects, conform to the applicable regulations of the district in which it is located, except as such regulations may, in each instance, be modified by the Board of Commissioners pursuant to the recommendations of the Planning Board



## **TOWN OF ERWIN**

100 West F St., Post Office Box 459  
Erwin, NC 28339  
(910) 897-5140 V (910) 897-5543 F  
[www.erwin-nc.org](http://www.erwin-nc.org)

### **IMPORTANT**

This is a complete Conditional Use Application package consisting of 11 pages. For this application to be accepted, it must be completed and returned with all required documents and entries.

Do be aware that under certain conditions the applicant may be required to obtain a Driveway Permit from the NC Department of Transportation prior to Conditional Use Permit approval.

#### **Using the Zoning Ordinance**

- Go to the applicable zoning district in Article 3. That section will serve as a guide to begin the development of your site plan. This section will also direct you to pertinent requirements such as: parking, sign, lighting, and other general provision such as streetscape requirements and other general development regulations that may apply to the proposed development.
- Be sure to read Article 11 – Conditional Uses.
- Complete the Conditional Use Permit Application, the Conditional Use Signature page, and the Record of Adjacent Property Owners sheet; and include other required information with the application. Use additional pages if necessary. Adjacent property owners' names must be from current Harnett County tax listing; so this requires that the applicant contact Harnett County. Addresses of the adjacent property owners must be complete which includes name, mailing address, and zip code.
- The submitted site plan must be drawn to scale and include all dimensions and required provision. Of these dimensions and other requirements, be sure to include the following:
  - Existing structures on the proposed lot, their dimensions and distances between on another and the lot's property lines
  - Proposed structures including their dimensions and distances from other structures on the lot and proposed distances from property lines (i.e. setbacks)
  - All easements and rights-of-way located on the proposed lot
  - All natural features including tree lines, drainage ways, etc.
  - The location and dimensions of required parking area(s) as may be required by Ordinance
  - Proposed lighting plans as may be required by Ordinance
  - Demonstration of the placement of buffers and streetscape as may be required by ordinance



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### Processing Requirements

Conditional Uses are not Uses by Right. It is the responsibility of the applicant to demonstrate that the requested use will meet the minimum requirements set forth in the Erwin Zoning Ordinance. The Board's decision will be greatly influenced by the completeness and neatness of the submitted application.

A requested and very necessary tool is the sit plan. Its importance cannot be overstated. Applicant is encouraged to portray in detail and to accurately scale the property boundaries, improvements, and any natural features. In some cases, approval or denial may depend on the quality of the Site Plan.

If the proposed use involves business operations, description of the anticipated activity needs to be sufficiently disclosed. This will assist the Board in determining the Town's infrastructure capability, the public health and safety considerations such as traffic and noise, and how neighboring property may be affected.

All uses require dedicated parking spaces and some may require lighting, buffering, fences, landscaping, and other elements. It is suggested that the applicant spend some time reading the Town's Zoning Ordinance prior to application. Copies of the Zoning Ordinance may be purchased at Town Hall. Copies are available in the Erwin Library and Town Hall for review. An electronic copy of the Ordinance can be found on the Town website as well at [www.erwin-nc.org](http://www.erwin-nc.org).

A complete application consists of all documents included in the application package and any required maps, site plan, and/or related documents. These documents become the property of the Town. It is the applicant's responsibility to submit 20 copies of this completed application. Each member of the Governing Board and Planning Board receives a copy including the Town Manager, Town Clerk, Town Attorney, and Code Enforcement Officer.

The completed application and fees must be submitted no later than the third Friday of the month to be placed on following month's Planning Board Agenda. The Planning Board's recommendation will be presented during a Public Hearing for the Conditional Use Request. The Planning Board may revise its recommendation following the Public Hearing and present such recommendation to the Governing Board before the Governing Board takes action.

**Town of Erwin  
Record and Decisions**

**Office Use Only**

Notice Mailed \_\_\_\_\_ Property Posted \_\_\_\_\_ Newspaper Advertised Date \_\_\_\_\_

**Planning Board Motion**

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**Record of Decision:**

**Yea    Nay**

_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>
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_____	<input type="checkbox"/>	<input type="checkbox"/>

**Certified By:**

**Public Hearing Date and Comments:**

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**Governing Body Motion**

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**Record of Decision:**

**Yea    Nay**

_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>
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_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>

**Certified By:**

**Town Board Decision and Date**

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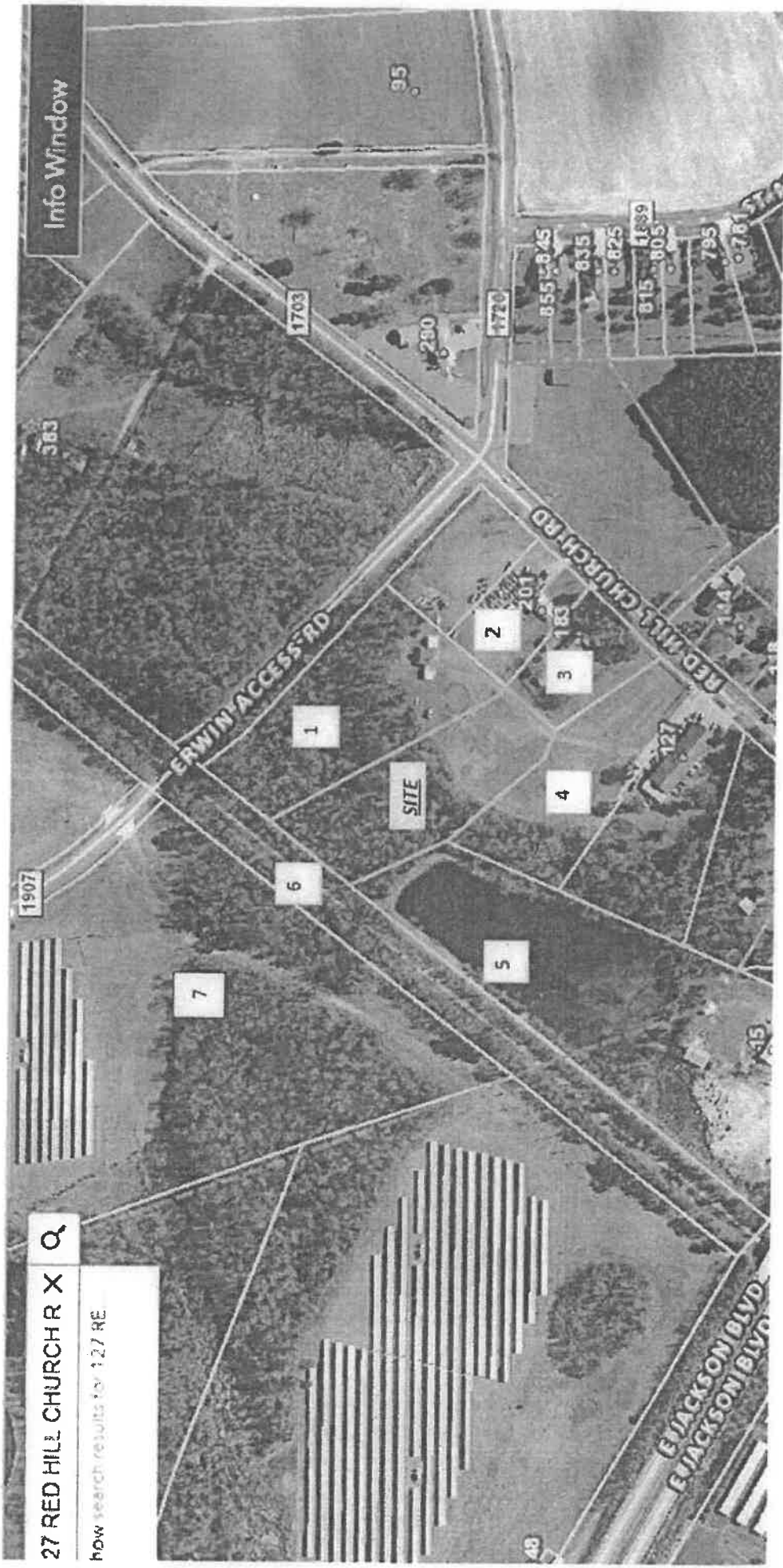
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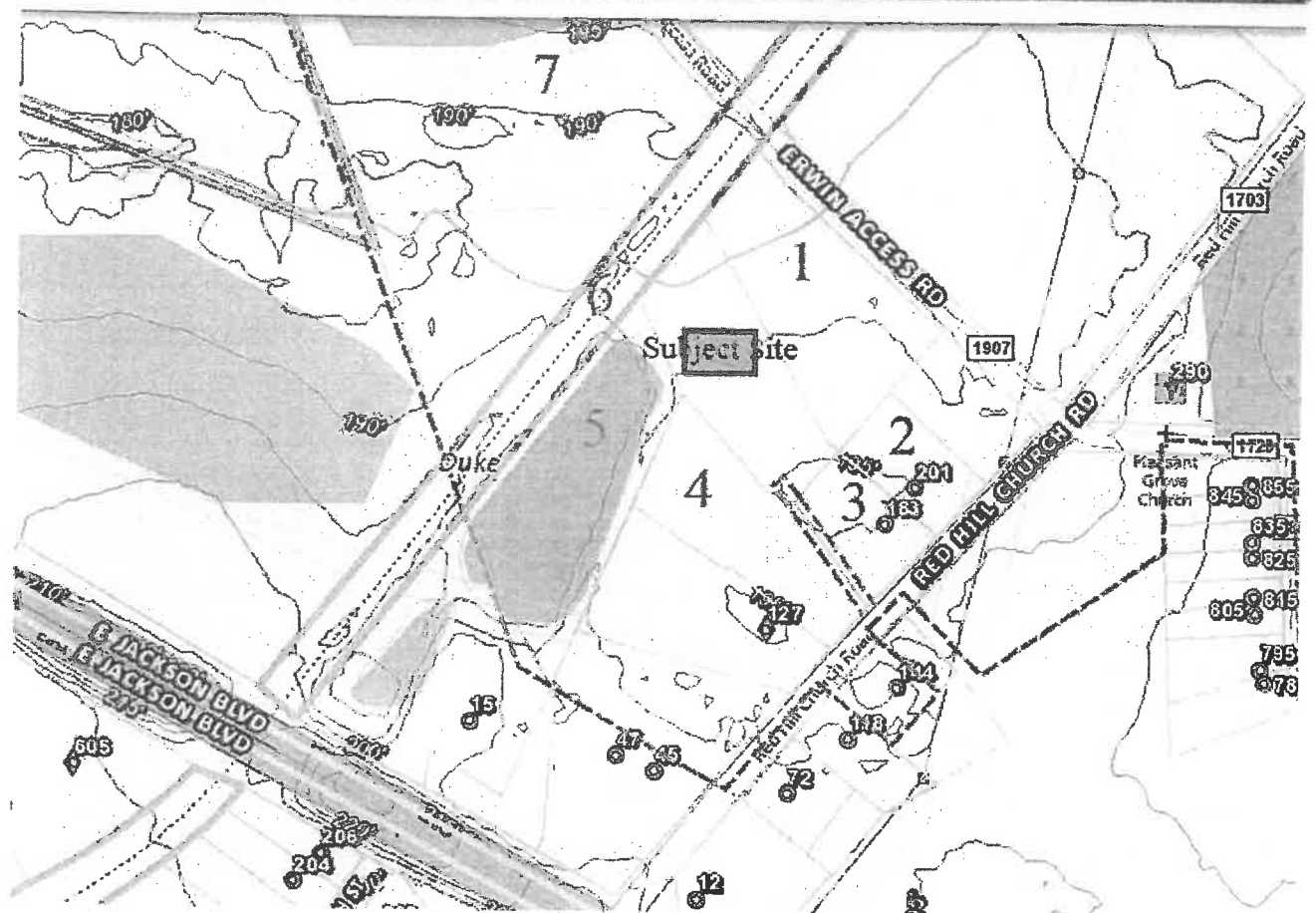
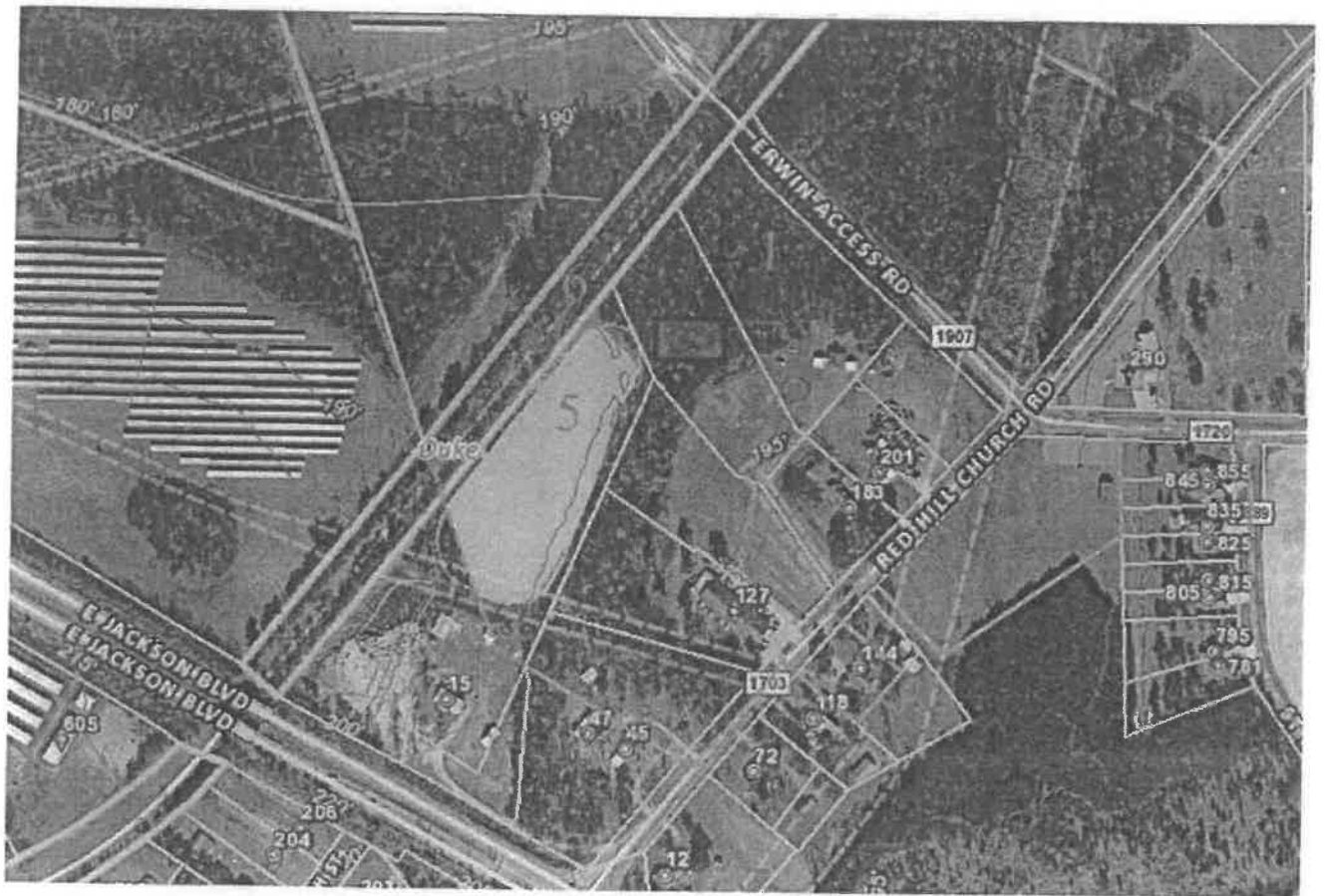
**Certified By:**

27 RED HILL CHURCH R X Q

how search results for 127 RE

Info Window







# CONDITIONAL USE REQUEST STAFF REPORT

Case: CU-2020-02

Snow Bowden, Town Manager  
townmanager@erwin-nc.org

Phone: (910) 591-4200 Fax: (910) 897-5543

Planning Board: 09/21/2020

Town Commissioners: 10/01/2020

Requested conditional use to place a cell tower on a parcel off of Red Hill Church Road with no address. The property has the following Harnett County Tax PIN# 1507-15-5729.000

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## Applicant Information

### Owner of Record:

Name: Warren Realty, LLC  
Address: PO Box 1585  
City/State/Zip: Dunn, NC 28334

### Applicant:

Name: Paul Parker  
Address: 2724 Lakeview Drive  
City/State/Zip: Raleigh, NC 27609

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## Property Description

Harnett County Tax PIN 1507-15-5729.000  
Acres 2.27  
Zoning District- M-1

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## Vicinity Map

- See Attached Document

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## Physical Characteristics

Site Description: Based on data from Harnett County GIS this is a vacant parcel that is 2.27 acres. It is located off of Red Hill Church Road and it is in our ETJ.

Surrounding Land Uses: This parcel is located off of a NCDOT road. There are some vacant parcels next to it. The property is adjacent to the Dunn-Erwin Rail Trail. On the other side of the trail is two large parcels with solar farms on them. There is another tower in the area on property owned by Carolina Power and Light. In this area there is an existing commercial building.

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## Services Available

- This is a vacant parcel
- 
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## Zoning District Compatibility

Conditional Use	M-1
Customary Home Occupation	X

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## Staff Evaluation

### Staff Evaluation

Yes  No The use requested is listed among the conditional uses in the district for which the application is made.

- **Reasoning:** Towers are permitted as a conditional use in M-1 zoning.

Yes  No The requested use is essential or desirable to the public convenience or welfare.

- **Reasoning:** This proposed use would increase cell coverage for the residents of the area.

Yes  No The requested use will not impair the integrity or character of the surrounding or adjoining districts, nor be detrimental to the health, morals, or welfare. .

- **Reasoning:** The requested use for a tower is located off of the road on a vacant parcel. Most of the land next to the location is undeveloped. There are similar uses in the area such as the solar farm.

Yes  No The requested use will be in conformity with the Land Development Plan.

- **Reasoning:** This proposed use is in the ETJ. It appears to be in between the area identified for high or medium intensity growth. This proposed tower would benefit the residents of Erwin and would be in conformity with the 2014 Land Use Plan.

Yes  No Adequate utilities, access roads, drainage, sanitation and/or other necessary facilities have been or are being provided.

- **Reasoning:** Yes, there would be a private access point installed.

Yes  No That adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.

- **Reasoning:** There would be little to no impact on traffic with this proposed used. The tower would be served by a private access point that would only be used by employees when necessary.

Yes  No That the conditional use shall, in all other respects, conform to the applicable regulations of the district in which it is located, except as such regulations may, in each instance, be modified by the Board of Commissioners pursuant to the recommendations of the Planning Board.

- **Reasoning:** Town Staff would recommend that one of the conditions for this permit if it is approved would be to obtain an NCDOT drive way permit for the proposed private drive that would connect the site to Red Hill Church Road.

### Attachments:

- GIS zoning district image
- GIS image
- CU-2020-02 application
- CU-2020-02 Staff Report

**BUILDING CODES**

- INTERNATIONAL BUILDING CODE - 2012 EDITION
- INTERNATIONAL ENERGY CONSERVATION - 2012 EDITION
- INTERNATIONAL FIRE PREVENTION - 2012 EDITION
- INTERNATIONAL ELECTRICAL CODE - 2012 EDITION
- INTERNATIONAL PLUMBING CODE - 2012 EDITION
- INTERNATIONAL ELECTRICAL CODE - 2014 EDITION

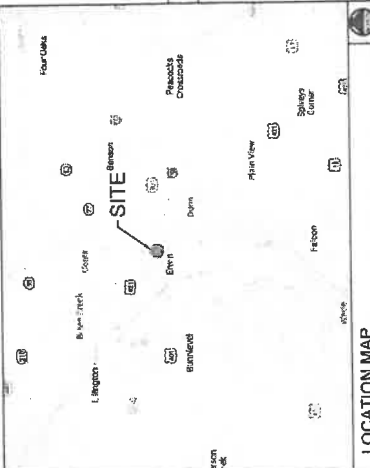
**HANDICAP REQUIREMENTS**

FACILITY IS UNMANNED AND NOT FOR HUMAN HABITATION.  
HANDICAP ACCESS IS NOT REQUIRED

**PLUMBING REQUIREMENTS**

FACILITY HAS NO SANITARY OR POTABLE WATER.

**VICINITY MAP**



**LOCATION MAP**



**TILLMAN INFRASTRUCTURE**

**RAWLAND CONSTRUCTION DRAWINGS**

191'-0" MONOPOLE

SITE NAME

RED HILL CHURCH (14637878)

SITE ID

TI-OPP-16496

SITE COORDINATES

(35.331553, -78.659606)

SITE ADDRESS

201 RED HILL CHURCH ROAD  
ERWIN, NC 28339

**FLOOD PLAN NOTE**

PER THE FEMA FLOODPLAIN MAPS, THE SITE IS LOCATED IN AN AREA DESIGNATED AS ZONE X (AREA OF MINIMAL FLOOD HAZARD).  
COMMUNITY PANEL NO.: 3720190000  
DATED: 10/03/2006

**PROJECT SUMMARY**

TYPE OF OCCUPANCY: TELECOMMUNICATIONS  
SITE TYPE: RAWLAND  
TOWER TYPE: MONOPOLE  
LATITUDE: N  
LONGITUDE: W  
JURISDICTION: TOWN OF ERWIN  
COUNTY: HARNETT COUNTY  
DEED BOOK & PAGE: 2102, PAGE 726  
PARCEL ID: 1507-15-5726.000  
1507-15-5409.000  
1507-15-5216.000  
ZONED: M1

**CONTACTS**

LAND OWNER: WARREN REALTY LLC  
127 RED HILL CHURCH ROAD  
DUNN, NC 28334  
TOWER OWNER: TILLMAN INFRASTRUCTURE, LLC  
20 MANSSELL COURT, SUITE 375  
ROSWELL, GA 30076  
ENGINEER: TOWERSOURCE  
1875 OLD ALABAMA ROAD, SUITE 1009  
ROSWELL, GA 30076  
(678) 860-2338  
MUNICIPALITY: TOWN OF ERWIN  
100 WEST F STREET  
PO BOX 459  
ERWIN, NC 28339  
POWER COMPANY: DUKE ENERGY PROCESS  
TELCO COMPANY: AT&T

**SITE DIRECTIONS**

FROM 20 MANSSELL COURT, SUITE 375  
ROSWELL, GA 30076  
TAKE GA-100 SWS-18 S IN ROSWELL FROM  
WARSAW ROAD AND HOLCOMB BRIDGE ROAD  
FOLLOW I-20 E AND I-85 N TO NC-55 WBUS-421 N/  
E CUMBERLAND STREET IN DUNN. TAKE EXIT 73  
FROM I-85 N  
2.0 MI.  
4.1 MI.  
FOLLOW NC-55 WBUS-421 N TO  
ERWIN ACCESS ROAD IN DUKE  
4.8 MI.  
THE SITE IS ON THE LEFT

**DRAWING INDEX**

SHEET	DESCRIPTION	REV
T1	COVER SHEET	A
-	SURVEY (BY OTHERS)	-
GN1	GENERAL NOTES	A
GN2	GENERAL NOTES	A
C1	OVERALL SITE PLAN	A
C2	SITE PLAN	A
C3	CONSTRUCTION DETAILS	A
C4	TOWER ELEVATION	A



**towersource**  
A&E FIRM:  
1875 OLD ALABAMA ROAD, SUITE 1009  
ROSWELL, GA 30076  
TEL: 678-860-2338 FAX: 678-996-2342

THE INFORMATION CONTAINED IN THIS SET OF DOCUMENTS IS PROPRIETARY BY NATURE. IT IS TO BE USED ONLY FOR THE PROJECT AND WHICH RELATES TO THE CLIENT IS STRICTLY PROHIBITED.

**PROJECT INFORMATION:**

**RED HILL CHURCH**  
14637878  
TI-OPP-16496  
201 RED HILL CHURCH ROAD  
ERWIN, NC 28339

DRAWN BY: SJH  
CHECKED BY: KIA  
APPROVED BY: JKP

**REVISIONS**

REV	DATE	DESCRIPTION
A	07/20/09	ISSUED FOR ZONING

**ISSUED FOR ZONING**

**NOT FOR CONSTRUCTION**

SHEET TITLE

COVER SHEET

SHEET #

T1

REV/SKID

A







REPAIRED FOR



A&E FIRM: towersource
1875 OLD ALABAMA ROAD, SUITE 1008
ROSWELL, GA 30076
TEL: 978-960-2538 FAX: 978-960-2842

THE INFORMATION CONTAINED IN THIS SET OF DRAWINGS IS THE PROPERTY OF TOWERSOURCE AND IS NOT TO BE REPRODUCED OR DISCLOSED TO ANY OTHER PARTY WITHOUT THE WRITTEN CONSENT OF TOWERSOURCE. ANY USE OR DISCLOSURE OTHER THAN THAT WHICH RELATES TO THE CLIENT IS STRICTLY PROHIBITED.

PROJECT INFORMATION:

RED HILL CHURCH
14637878
TI-OPP-16496
201 RED HILL CHURCH ROAD
ERWIN, NC 28339

DRAWN BY: SJH
CHECKED BY: KIA
APPROVED BY: JKP

REVISIONS

Table with columns: REV, DATE, DESCRIPTION. Row 1: A, 01/20/20, ISSUED FOR ZONING

ISSUED FOR ZONING

NOT FOR CONSTRUCTION
GENERAL NOTES
5/4/17, 6/7/17, 6/8/17, 6/7/17

GN1
REVISION: A

MASONRY NOTES:

- 1. HOLLOW CONCRETE MASONRY UNITS SHALL MEET A.S.T.M. SPECIFICATION C90, GRADE N TYPE I. THE SPECIFIED DESIGN COMPRESSIVE STRENGTH OF CONCRETE MASONRY (Fm) SHALL BE 1600 PSI.
2. MORTAR SHALL MEET THE PROPERTY SPECIFICATION OF A.S.T.M. C270 TYP. "S" MORTAR AND SHALL HAVE A MINIMUM COMPRESSIVE STRENGTH OF 2000 PSI.
3. GROUT SHALL MEET A.S.T.M. SPECIFICATION C493 AND HAVE A MINIMUM 28 DAY COMPRESSIVE STRENGTH OF 2000 PSI.
4. CONCRETE MASONRY SHALL BE LAID IN RUNNING COMMON BOND.
5. WALL SHALL RECEIVE TEMPORARY BRACING. TEMPORARY BRACING SHALL NOT BE REMOVED UNTIL GROUT IS FULL CURED.

GENERAL NOTES:

- 1. FOR THE PURPOSE OF CONSTRUCTION DRAWINGS, THE FOLLOWING DEFINITIONS SHALL APPLY:
GENERAL CONTRACTOR
SUBCONTRACTOR
OWNER
ORIGINAL EQUIPMENT MANUFACTURER
2. PRIOR TO THE SUBMISSION OF BID, THE CONTRACTOR SHALL VISIT THE SITE TO FAMILIARIZE THEMSELVES WITH THE EXISTING CONDITIONS AND DETERMINE THAT THE WORK CAN BE ACCOMPLISHED WITHIN THE CONSTRUCTION DRAWINGS. ANY DISCREPANCY FOUND SHALL BE BROUGHT TO THE ATTENTION OF THE OWNER.
3. ALL MATERIALS FURNISHED AND INSTALLED SHALL BE IN STRICT ACCORDANCE WITH ALL APPLICABLE CODES, REGULATIONS, ORDINANCES, RULES, REGULATIONS AND LABEL ORDERS OF ANY PUBLIC AUTHORITY REGARDING THE PERFORMANCE OF THE WORK. ALL WORK CARRIED OUT SHALL COMPLY WITH ALL APPLICABLE MUNICIPAL AND UTILITY REGULATIONS, SPECIFICATIONS AND LOCAL, JURISDICTIONAL CODES, ORDINANCES AND APPLICABLE REGULATIONS.
4. DRAWINGS PROVIDED WERE DESIGNED AND SCALED TO 1/4"=1'-0" FORMAT.
5. UNLESS NOTED OTHERWISE, THE WORK SHALL INCLUDE FURNISHING MATERIALS, EQUIPMENT, APPURTENANCES AND LABOR NECESSARY TO COMPLETE ALL INSTALLATIONS AS INDICATED ON THE DRAWINGS.
6. THE CONTRACTOR SHALL INSTALL ALL EQUIPMENT AND MATERIALS IN ACCORDANCE WITH MANUFACTURER'S RECOMMENDATIONS UNLESS SPECIFICALLY STATED OTHERWISE.
7. IF THE SPECIFIED EQUIPMENT CAN NOT BE INSTALLED AS SHOWN ON THESE DRAWINGS, THE CONTRACTOR SHALL PROPOSE AN ALTERNATIVE INSTALLATION FOR APPROVAL BY THE OWNER.
8. CONTRACTOR SHALL DETERMINE ACTUAL ROUTING OF CONDUIT, POWER AND TELCO CABLES. GROUNDING CABLES AS SHOWN ON THE POWER, GROUNDING AND TELCO PLAN DRAWINGS.
9. THE CONTRACTOR SHALL PROTECT EXISTING IMPROVEMENTS, PAVEMENTS, CURBS, LANDSCAPING AND STRUCTURES. ANY DAMAGE TO EXISTING IMPROVEMENTS SHALL BE REPAIRED AT CONTRACTOR'S DISCRETION TO THE SATISFACTION OF THE OWNER.
10. CONTRACTOR SHALL LEGALLY AND PROPERLY DISPOSE OF ALL SCRAP MATERIALS SUCH AS COAXIAL CABLES AND OTHER ITEMS REMOVED FROM THE FACILITY.
11. CONTRACTOR SHALL LEAVE PREMISES IN CLEAN CONDITION.
12. CONTRACTOR SHALL COMPLY WITH TILLMAN INFRASTRUCTURE MASTER SPECIFICATIONS AND APPURTENANCES, WHERE A CONFLICT EXISTS IT IS THE CONTRACTOR'S RESPONSIBILITY TO NOTIFY THE OWNER.
13. NOTHING CONTAINED IN THESE DRAWINGS SHALL CREATE ANY CONTRACTUAL RELATIONSHIP BETWEEN ANY SUBCONTRACTOR(S) AND TILLMAN INFRASTRUCTURE.
14. CONTRACTOR SHALL HOLD HARMLESS TILLMAN INFRASTRUCTURE AND ITS REPRESENTATIVES FROM ALL SUITS, DAMAGES AND LOSSES OF ANY KIND BROUGHT ABOUT AS A RESULT OF ANY WORK CHANGES (SUSTAINED BY PERSONS) OR PROPERTY DURING THE CONSTRUCTION OF THIS PROJECT.
15. CONTRACTOR SHALL BE RESPONSIBLE FOR INSTANTING, MAINTAINING AND SUPERVISING ALL SAFETY SITE AS REQUIRED BY CURRENT OSHA STANDARDS, INCLUDING BUT NOT LIMITED TO:
A. PERSONAL PROTECTIVE EQUIPMENT
B. SIGNS, SIGNALS, FLAGS AND LIGHTS
C. SAFETY BARRIERS AND POWER
D. ELECTRICAL
E. FALL PROTECTION
F. EXCAVATIONS
G. TOWER CONSTRUCTION
H. STEEL ERECTION
I. POWER TRANSMISSION AND DISTRIBUTION
J. CRANES AND DERRICKS IN CONSTRUCTION.
K. UNL.

ABBREVIATIONS

- AGL ABOVE GRADE LEVEL
BTS BROADCASTING STATION
MIN. MINIMUM
REF. REFERENCE
TBR TYPICAL
AVG AVERAGE
EG EQUIPMENT GROUNDING
EGP EQUIPMENT GROUNDING POINT
SAD SMART ACCESS DEVICE
SAD SMART ACCESS DEVICE
SAD SMART ACCESS DEVICE
SAD SMART ACCESS DEVICE
SAD SMART ACCESS DEVICE
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SAD SMART ACCESS DEVICE

SYMBOLS

- 3/20 SOLID GROUND BUSS BAR
3/21 SOLID NEUTRAL BUSS BAR
3/22 SUPPLEMENTAL GROUND CONDUCTOR
3/23 2-POLE THERMAL-MAGNETIC CIRCUIT BREAKER
3/24 SINGLE-POLE THERMAL-MAGNETIC CIRCUIT BREAKER
3/25 CHEMICAL GROUND ROD
3/26 DISCONNECT SWITCH
3/27 METER
3/28 EXOTHERMIC WELD (COLDWELD) (UNLESS NOTED OTHERWISE)
3/29 MECHANICAL YIELD
3/30 GROUND ROD
3/31 GROUND ROD w/ INSPECTION SLEEVE
3/32 GROUNDING WIRE

SITE WORK GENERAL NOTES:

- 1. THE CONTRACTOR SHALL CONTACT UTILITY LOCATING SERVICES PRIOR TO THE START OF THE WORK. THE CONTRACTOR IS TO PUT HOLE UTILITY LOCATES POST MARKING TO VERIFY UTILITY LOCATES ARE CORRECT.
2. ALL EXISTING ACTIVE BEVER, WATER, GAS, ELECTRIC AND OTHER UTILITIES WERE ENCOUNTERED IN THE WORK. ALL UTILITIES SHALL BE PROTECTED AT ALL TIMES AND WHERE REQUIRED FOR THE PROPER EXECUTION OF THE WORK, SHALL BE RELOCATED AS DIRECTED BY CONTRACTOR. EXTREME CAUTION SHOULD BE USED BY THE CONTRACTOR/SUBCONTRACTOR WHEN EXCAVATING OR DRILLING PIERS AROUND OR NEAR UTILITIES.
3. ALL SITE WORK SHALL BE AS INDICATED ON THE DRAWINGS AND PROJECT SPECIFICATIONS.
4. REMOVE FROM THE SITE AND DISPOSED OF LEGALLY:
ALL EXISTING INACTIVE BEVER, WATER, GAS, ELECTRIC AND OTHER UTILITIES, WHICH INTERFERE WITH THE EXECUTION OF THE WORK, SHALL BE REMOVED AND/OR CAPPED. THE EXECUTION OF THE WORK, SUBJECT TO THE APPROVAL OF THE CONTRACTOR, OWNER AND/OR LOCAL UTILITIES.
6. THE OWNER SHALL PROVIDE SITE SIGNAGE IN ACCORDANCE WITH THE TECHNICAL SPECIFICATION FOR SITE SIGNAGE TO BE INSTALLED BY CONTRACTOR.
7. THE SITE SHALL BE GRADED TO CAUSE SURFACE WATER TO FLOW AWAY FROM THE BITS EQUIPMENT AND TOWER AREAS.
8. NO FILL OR EMBANKMENT MATERIAL SHALL BE PLACED ON FROZEN GROUND, FROZEN MATERIALS, SHOW OR ICE SHALL NOT BE PLACED IN ANY FILL OR EMBANKMENT.
9. THE SUB GRADE SHALL BE COMPACTED AND BROUGHT TO A SMOOTH UNIFORM GRADE PRIOR TO FINISHED SURFACE APPLICATION.
10. THE AREAS OF THE OWNERS PROPERTY DISTURBED BY THE WORK AND NOT COVERED BY THE CONTRACTOR SHALL BE RESTORED TO ORIGINAL CONDITION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PREVENT EROSION AS SPECIFIED ON THE PROJECT SPECIFICATIONS.
11. CONTRACTOR SHALL MINIMIZE DISTURBANCE TO EXISTING SITE DURING CONSTRUCTION. EROSION CONTROL MEASURES SHALL BE INSTALLED DURING CONSTRUCTION. SHALL BE IN CONFORMANCE WITH THE LOCAL GUIDELINES FOR EROSION AND SEDIMENT CONTROL.
12. CONTRACTOR SHALL NOT INSTALL EQUIPMENT THAT WILL IMPERE DOOR OR ACCESS PANELS.

STRUCTURAL STEEL NOTES:

- 1. ALL STEEL WORK SHALL BE PAINTED IN ACCORDANCE WITH THE PROJECT SPECIFICATIONS AND IN ACCORDANCE WITH ASTM A56 UNLESS NOTED OTHERWISE.
2. ALL WELDING SHALL BE PERFORMED USING E70XX ELECTRODES AND WELDING SHALL CONFORM TO THE AWS D1.1 CODE. WELD SIZES ARE NOT SHOWN, PROVIDE THE MINIMUM SIZE PER TABLE J2.4 IN THE AWS "MANUAL OF STEEL CONSTRUCTION". PAINTED SURFACES SHALL BE TOUCHED UP.
3. MINIMUM OF TWO BOLTS UNLESS NOTED OTHERWISE.
4. NOTED OTHERWISE.
5. INSTALLATION OF CONCRETE EXPANSION/WEDGE ANCHOR, SHALL BE PER MANUFACTURERS RECOMMENDED PROCEDURE. THE ANCHOR BOLT, DOVEL OR ROD SHALL CONFORM TO MANUFACTURERS RECOMMENDATION FOR EMBEDMENT DEPTH OR AS SHOWN ON THE DRAWINGS. NO REBAR SHALL BE CUT WITHOUT PRIOR CONTRACTOR APPROVAL. ALL REBAR SHALL BE IN CONFORMANCE WITH THE PROJECT SPECIFICATIONS. CONCRETE SPECIAL INSPECTIONS SHALL BE PERFORMED IN ACCORDANCE WITH THE PROJECT SPECIFICATIONS. CONCRETE SHALL BE PERFORMED IN ORDER TO MAINTAIN MANUFACTURERS MAXIMUM ALLOWABLE LOADS.

CONCRETE AND REINFORCING STEEL NOTES:

- 1. ALL CONCRETE WORK SHALL BE IN ACCORDANCE WITH THE ACI 308, ACI 318, ACI 309, ACI 320, ACI 308, ACI 318, ACI 309, ACI 320, ACI 308, ACI 318, ACI 309, ACI 320.
2. ALL CONCRETE SHALL HAVE A MINIMUM COMPRESSIVE STRENGTH OF 3000 PSI AT 28 DAYS, UNLESS NOTED OTHERWISE. SLAB FOUNDATION DESIGN ASSUMING ALLOWABLE SOIL BEARING PRESSURE OF 2000 PSF.
3. REINFORCING STEEL SHALL CONFORM TO ASTM A615, GRADE 60, DEFORMED UNLESS NOTED OTHERWISE. WELDED WIRE FABRIC SHALL CONFORM TO ASTM A185 WELDED STEEL WIRE FABRIC UNLESS NOTED OTHERWISE. SPLICES SHALL BE CLASS "B" AND ALL HOOKS SHALL BE STRAIGHTED, UNL.
4. THE FOLLOWING MINIMUM CONCRETE COVER SHALL BE PROVIDED FOR REINFORCING STEEL UNLESS SHOWN OTHERWISE ON DRAWINGS:
4.1. CONCRETE CAST AGAINST BARTH 3 IN.
4.2. CONCRETE EXPOSED TO EARTH OR WEATHER OR NOT CAST AGAINST THE GROUND:
4.2.1. #6 AND LARGER 2 IN.
4.2.2. #5 AND SMALLER & W/WF 1.5 IN.
4.3. CONCRETE NOT EXPOSED TO EARTH OR WEATHER OR NOT CAST AGAINST THE GROUND:
4.3.1. #6 AND WALLS 3/4 IN.
4.3.2. BEAMS AND COLUMNS 1.5 IN.
5. A CHAMFER 3/4" SHALL BE PROVIDED AT ALL EXPOSED EDGES OF CONCRETE, UNL. IN ACCORDANCE WITH ACI 301 SECTION 4.2.4

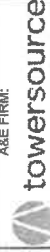
CONCRETE CAST AGAINST BARTH

CONCRETE EXPOSED TO EARTH OR WEATHER OR NOT CAST AGAINST THE GROUND

CONCRETE NOT EXPOSED TO EARTH OR WEATHER OR NOT CAST AGAINST THE GROUND



PREPARED FOR:



1875 OLD ALABAMA ROAD, SUITE 1069  
ROSMELLE, GA 30078  
TEL: 878-890-2338 FAX: 878-890-2342

THE INFORMATION CONTAINED IN THIS SET OF DOCUMENTS IS PROPRIETARY BY NATURE. ANY USE OR DISCLOSURE OTHER THAN THAT WHICH RELATES TO THE CLIENT IS STRICTLY PROHIBITED.

PROJECT INFORMATION:

**RED HILL CHURCH**  
14637878  
TI-OPP-16496  
201 RED HILL CHURCH ROAD  
ERWIN, NC 28339

DRAWN BY: SJH  
CHECKED BY: KJA  
APPROVED BY: JKP

REV.	DATE	DESCRIPTION
A	07/20/20	BUILT FOR ZONING

ISSUED FOR ZONING

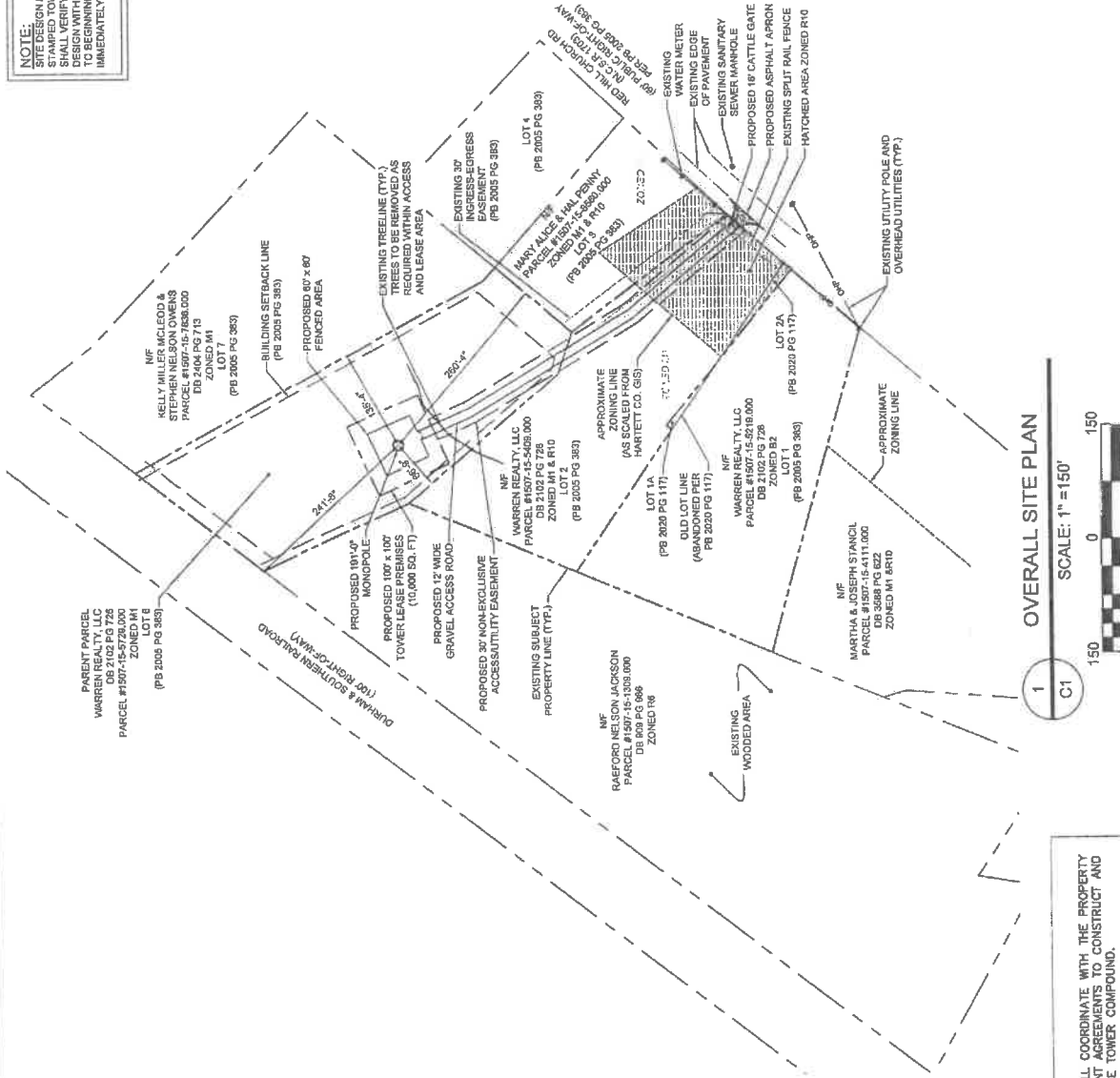
NOT FOR CONSTRUCTION

SHEET TITLE:  
OVERALL SITE PLAN

SHEET #  
C1

REVISION:  
A

**NOTE:**  
SITE DESIGN HAS NOT BEEN COORDINATED WITH FINAL SURVEY DATA. ALL DIMENSIONS AND ANGLES ON THIS SITE DESIGN WITH FINAL STAMPED TOWER DRAWINGS PRIOR TO BEGINNING CONSTRUCTION. NOTIFY ENGINEER IMMEDIATELY IF ANY DISCREPANCIES ARE DISCOVERED.



TOWER SETBACKS TO PROPERTY LINES (FROM TOWER CENTER)	
NORTH	241.5'
SOUTH	280.4'
EAST	135.4'
WEST	65.5'

**SURVEY NOTE:**  
1. TOWER INFRASTRUCTURE STAFF SHALL COORDINATE WITH THE PROPERTY OWNER TO OBTAIN THE PROPER EASEMENT AGREEMENTS TO CONSTRUCT AND MAINTAIN EQUIPMENT IN AND AROUND THE TOWER COMPOUND.  
2. PROPOSED COMPOUND LAYOUT BASED ON SURVEY PROVIDED BY POINT TO POINT LAND SURVEYORS DATED 06/30/2020 AND SITE VISIT ON 05/05/2020.

THE INFORMATION CONTAINED IN THIS SET OF DRAWINGS IS PROPRIETARY BY NATURE, AND NO PART OF IT IS TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, WHICH RELATES TO THE CLIENT IS STRICTLY PROHIBITED.

PROJECT INFORMATION:  
**RED HILL CHURCH**  
14637878  
TI-OPP-16496  
201 RED HILL CHURCH ROAD  
ERWIN, NC 28339

DRAWN BY:	SJH
CHECKED BY:	KIA
APPROVED BY:	JKP

REVISIONS	
REV#	DATE
A	07/20/20
	ISSUED FOR ZONING

**ISSUED FOR ZONING**

**NOT FOR CONSTRUCTION**  
SHEET TITLE: **SITE PLAN**  
REVISION: **C2**  
A

**GENERAL NOTES:**

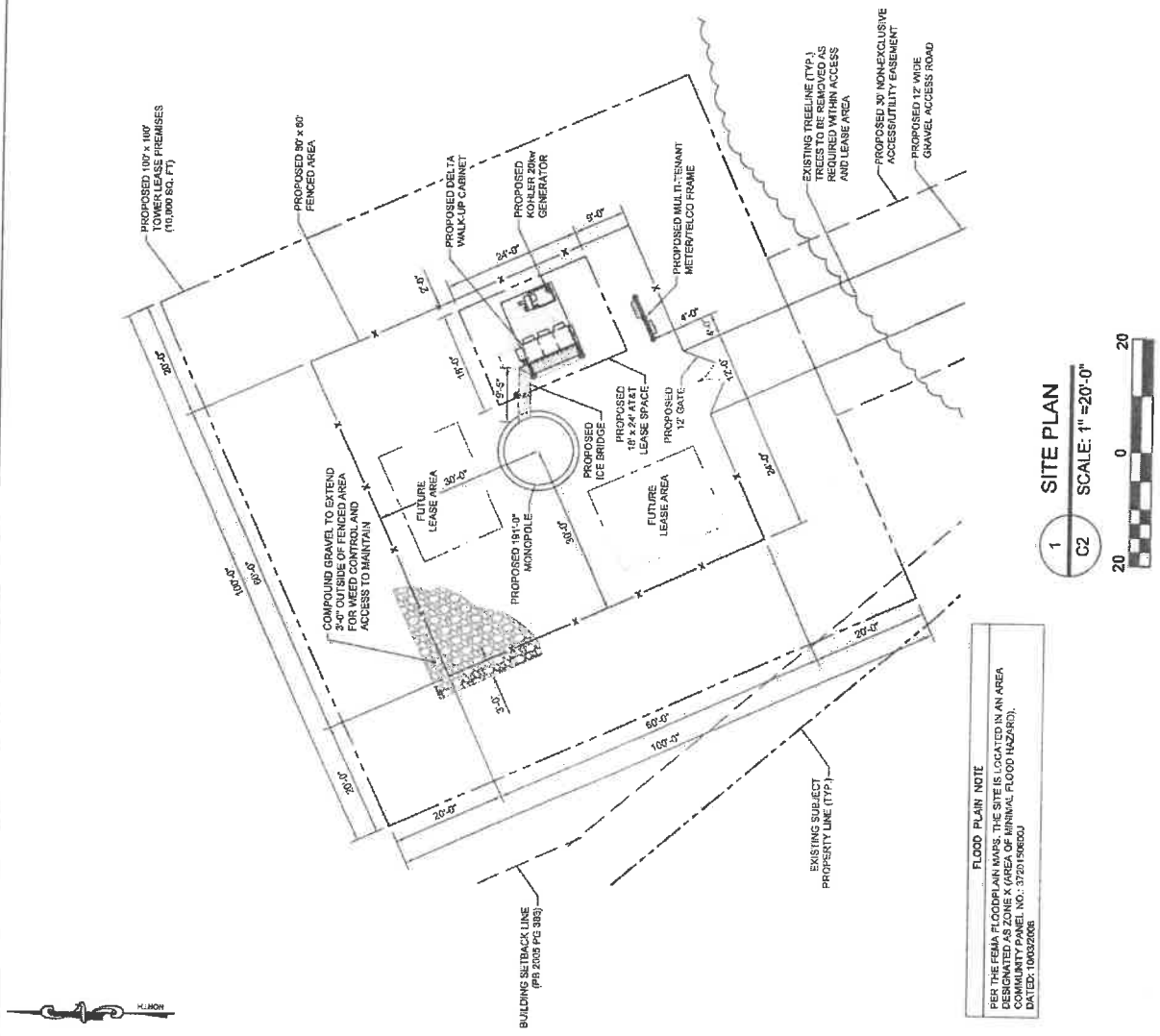
1. ALL MATERIALS AND WORKMANSHIP SHALL CONFORM TO THE DRAWINGS AND SPECIFICATIONS. ALL WORK SHALL BE DONE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE STATE, LOCAL, AND NATIONAL CODES, ORDINANCES AND/OR REGULATIONS APPLICABLE TO THIS PROJECT.
2. THE CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATING THE WORK OF ALL TRADES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND BE RESPONSIBLE FOR RESOLVING ANY CONFLICTS WITH THE DRAWINGS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND BE RESPONSIBLE FOR RESOLVING ANY CONFLICTS WITH THE DRAWINGS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND BE RESPONSIBLE FOR RESOLVING ANY CONFLICTS WITH THE DRAWINGS.
3. ALL INFORMATION SHOWN ON THE DRAWINGS RELATIVE TO EXISTING CONDITIONS IS GIVEN AS THE BEST PRESENT KNOWLEDGE, BUT WITHOUT GUARANTEE OF ACCURACY. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING ALL EXISTING CONDITIONS AND REPORTING TO THE TILLMAN INFRASTRUCTURE ENGINEER AND/OR ARCHITECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING ALL EXISTING CONDITIONS AND REPORTING TO THE TILLMAN INFRASTRUCTURE ENGINEER AND/OR ARCHITECT.
4. CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND BE RESPONSIBLE FOR RESOLVING ANY CONFLICTS WITH THE DRAWINGS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND BE RESPONSIBLE FOR RESOLVING ANY CONFLICTS WITH THE DRAWINGS.
5. ALL FINISHED GRADES SHALL BE A MINIMUM 1% IN FILL, AWAY FROM EQUIPMENT IN EXISTING TERRAIN TO DRAIN AWAY FROM CURB, DRIVE, AND ACCESS DRIVE.
6. THE PROPOSED TOWER AND TOWER FOUNDATIONS WERE DESIGNED BY OTHERS. PURPOSES ONLY. TOWER DIMENSIONS SHOWN ON THE PLAN ARE FOR REFERENCE ONLY. CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND REPORT TO THE TILLMAN INFRASTRUCTURE ENGINEER AND/OR ARCHITECT.
7. THE CONTRACTOR SHALL PROVIDE ADEQUATE EXCAVATION SLOPING, SHORING, BRACING, AND GUYS IN ACCORDANCE WITH ALL NATIONAL, STATE, AND LOCAL SAFETY ORDINANCES.
8. UPON COMPLETION OF CONSTRUCTION, CONTRACTOR IS RESPONSIBLE FOR REPAIRING ANY DAMAGE CAUSED BY CONSTRUCTION ACTIVITIES TO THE EXISTING DRIVEWAY AND COMPOUND GRAVEL AREAS. ANY NEW FILL MATERIALS SHALL BE COMPACTED.
9. THE CONTRACTOR IS HEREBY NOTIFIED THAT PRIOR TO COMMENCING CONSTRUCTION, THE CONTRACTOR SHALL REQUEST A VERIFICATION AT THE CONSULTING COMPANIES INVOLVED AND SHALL REQUEST A VERIFICATION AT THE CONSULTING COMPANIES INVOLVED AND SHALL REQUEST A VERIFICATION AT THE CONSULTING COMPANIES INVOLVED AND SHALL REQUEST A VERIFICATION AT THE CONSULTING COMPANIES INVOLVED.
10. CONTRACTOR TO PROVIDE DUMPSTER AND PORTABLE TOILET FACILITY DURING CONSTRUCTION.
11. CONTRACTOR TO PROVIDE STYLMER LOCK OR EQUIVALENT AS APPROVED BY TILLMAN INFRASTRUCTURE CONSTRUCTION MANAGER.

**SURVEY NOTE:**

1. TILLMAN INFRASTRUCTURE STAFF SHALL COORDINATE WITH THE PROPERTY OWNER TO OBTAIN THE PROPER EASEMENT AGREEMENTS TO CONSTRUCT AND MAINTAIN EQUIPMENT IN AND AROUND THE TOWER COMPOUND.
2. PROPOSED COMPOUND LAYOUT BASED ON SURVEY PROVIDED BY POINT TO POINT LAND SURVEYORS DATED 06/09/2019 AND SITE VISIT ON 06/09/2020.

**NOTES:**

1. CONTRACTOR TO CLEAR AND GRUB EXISTING VEGETATION AND TREES AS NEEDED WITHIN ACCESS ROAD AND TURNAROUND AREA.
2. CONTRACTOR TO VERIFY WITH TILLMAN CM IF THE TURNAROUND CLEARING AND GRUBBING AND THE TREE REMOVAL ARE BEYOND THE FENCED AREA OR A SPECIFIC DISTANCE BEYOND FENCED AREA.



**1 SITE PLAN**  
SCALE: 1" = 20'-0"  
0 20

**FLOOD PLAIN NOTE**  
PER THE FEMA FLOODPLAIN MAPS, THE SITE IS LOCATED IN AN AREA DESIGNATED AS ZONE X (AREA OF MINIMAL FLOOD HAZARD).  
DATE: 10/03/2008










# Harnett GIS




NOT FOR LEGAL USE




**Harnett**  
COUNTY  
NORTH CAROLINA

**GIS/E-911 Addressing**  
September 11, 2020



N  
W E  
S



0 165 330 660 Feet  
1 inch = 376 feet

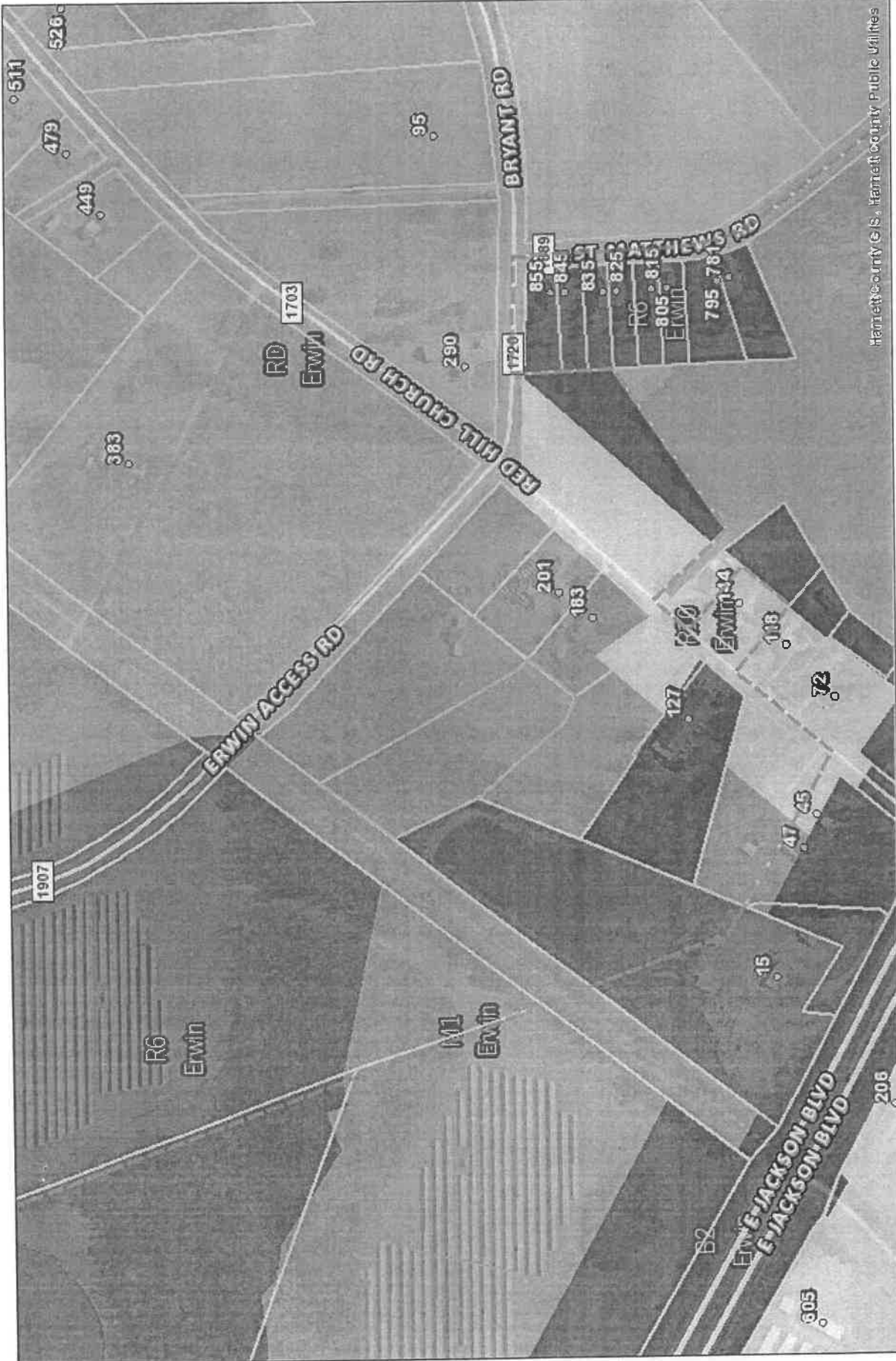
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- Recycle Center
- Landfills
- Surrounding County Boundaries
- Federal Property
- City Limits

- Harnett County Boundary
- Address Numbers
- MajorRoads
- Interstate
- NC
- US
- Roads
- Mile\_Markers
- Railroad
- Parcels

# Harnett GIS

NOT FOR LEGAL USE



Harnett County © S. Harnett County Public Utilities

Parcels  
 Harnett County Boundary  
 Address Numbers  
 Airport  
 Major Roads  
 Interstate  
 Recycle Center  
 Landfills  
 Surrounding County Boundaries  
 Federal Property  
 City Limits

NC  
 US  
 Roads  
 Mile Markers  
 Railroad

0 165 330 660 Feet  
 1 inch = 376 feet

**Harnett**  
 COUNTY  
 NORTH CAROLINA

GIS/E-911 Addressing  
 September 11, 2020

## Erwin Board of Commissioners

### REQUEST FOR CONSIDERATION

---

To: The Honorable Mayor and Board of Commissioners  
From: Snow Bowden, Town Manager  
Date: December 3, 2020  
Subject: Contract Renewal with Waste Industries/GLF

---

This is our last year of our current contract with Waste Industries/GLF. They have sent us a renewal letter that would just extend the current terms of our existing agreement. The fee that they charge has increased the past three years in line with the market.

**Attachments:**

- Letter from Waste Industries/GLF

**Action Recommended:**

- No action required tonight. If you want to put this contract out for bid we will need to do this in the upcoming months



October 20, 2020

Mr. Snow Bowden  
Manager  
Town of Erwin  
100 West F Street  
Erwin NC 28339

Ref: Extension of Solid Waste and Recycling Agreement

Dear Mr. Bowden,

As a follow-up to our conversations, Waste Industries LLC dba GFL Environmental would request to extend our above-referenced agreement for five (5) years. It expires June 30, 2021.

Our offer is to continue service as is with no changes in how agreement is written. I have attached a simple amendment that outlines this extension.

Please let me know if you have any questions or concerns.

Respectfully,

  
Norma Yanez  
Government Contract Manager

STATE OF NORTH CAROLINA  
COUNTY OF HARNETT

**AMENDMENT OF COMMERCIAL SOLID WASTE COLLECTION AGREEMENT BETWEEN  
THE TOWN OF ERWIN  
AND WASTE INDUSTRIES LLC DBA GFL ENVIRONMENTAL DATED MARCH 3, 2016:**

Amendment of the Contract made between the Town of Erwin and Waste Industries LLC dba GFL Environmental will be as follows:

**Section 1. Term**

By mutual agreement, this agreement is extended for an additional five (5) years ending June 30, 2026.

All other Terms and Conditions of this section remain the same.

All other Terms and Conditions of the entire original agreement remain the same.

In witness whereof, the Town and Contractor have executed this contract amendment as of this day and year first written:

**WASTE INDUSTRIES**

**TOWN of ERWIN**

BY: \_\_\_\_\_  
Travis Hitchcock, Regional VP

BY: \_\_\_\_\_

ATTEST:

ATTEST:

\_\_\_\_\_

\_\_\_\_\_

DATE: \_\_\_\_\_

DATE: \_\_\_\_\_

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

\_\_\_\_\_  
Town Finance Officer

### MINUTES CONTINUED FROM DECEMBER 3, 2020

Commissioner Baker stated one thing we did include with that contract was we no longer own or maintain any trash cans so that is something that needs to be clear in the bids.

Town Manager Snow Bowden states you do not have to take the lowest bid; you can take the lowest most responsible bidder. He stated one thing to think about is the recycling industry is out of whack. There are people in town who appreciate it and then there are people who use their recycling can as another trash can which causes a lot of contamination. He stated we could possibly give people options to only have two trash cans and not recycling if they choose. He is not sure how we would handle that but it is something to think about.

Commissioner Blackmon stated there used to be a recycling site when the Town first started the recycling program and people could take the recycling items themselves. He stated there are other options than having a recycling can.

Town Manager Snow Bowden stated the last time we saved \$30,000 when we switched companies.

**The consensus of the Board was to have Town Manager Snow Bowden put the contract out for bid.**

### **CONSIDERATION OF PROPOSED 2021 MEETINGS AND HOLIDAY SCHEDULE**

Commissioner Baker made a motion to approve the Meetings and Holiday Schedule and was seconded by Commissioner Alvarado. **The Board voted unanimously.**

### MANAGER'S REPORT

Town Manager Snow Bowden informed the Board that the Town received a total allotment of \$234,000 for the CARE Act funding. He stated we are waiting for one more form from the County that he has to fill out and sign off on.

Town Manager Snow Bowden also informed the Board that at our Regular January scheduled meeting, he plans on talking about the budget. He stated the numbers are better than he originally projected them to be.

### GOVERNING BOARD COMMENTS

Commissioner Turnage expressed his gratitude for all everyone did and the prayers for him during his surgery. He stated he did not have a bit of pain, everything went good, and he knows the prayers helped him through it.



# Erwin Board of Commissioners

## REQUEST FOR CONSIDERATION

---

To: The Honorable Mayor and Board of Commissioners

From: Snow Bowden, Town Manager

Date: December 3, 2020

Subject: Meetings and Holidays

---

I have included the proposed meeting dates for the Town Board and Planning Board/Board of Adjustments for the year of 2021. In our ordinance it states that the Town Board meets on the first Thursday of the month but I do want to point out that the meeting in April is the day before the Good Friday holiday. I also included our Town Board workshop meetings at 6PM on the fourth Monday of the month if needed. If we need to have a workshop meeting in December it will be on that Tuesday since that Monday is a holiday.

This year has been a struggle with COVID-19. In order to be able to social distance better we could have our meetings in the Community Building. We don't have the IT set-up that we do in our regular Chambers but we could look into the possibility of having our meetings there. I do want to point out that if we go this route we might run into a few issues at the start. But it is just an idea that I wanted to throw out to you.

**Attachments:**

- Proposed 2021 Holidays
- Proposed 2021 Regularly Scheduled Monthly Town Board Meetings
- Proposed 2021 Regularly Scheduled Town Board Workshop Meetings
- Proposed 2021 Regularly Scheduled Planning Board/Board of Adjustments Meetings



# TOWN OF ERWIN

P.O. Box 459 · Erwin, NC 28339  
Ph: 910-897-5140 · Fax: 910-897-5543  
[www.erwin-nc.org](http://www.erwin-nc.org)

**Mayor**  
Patsy M. Carson  
**Mayor Pro Tem**  
Randy L. Baker  
**Commissioners**  
William R. Turnage  
Thurman E.  
Whitman  
Abner L. McKoy

## 2021 Holiday Schedule

New Year's Day	January 1st, 2021
Martin Luther King Jr. Birthday	January 18th, 2021
Good Friday	April 2nd, 2021
Memorial Day	May 31st, 2021
Independence Day	July 5th, 2021
Labor Day	September 6th, 2021
Veterans Day	November 11th, 2021
Thanksgiving	November 25th and 26 <sup>th</sup> , 2021
Christmas	December 23 <sup>rd</sup> , 24 <sup>th</sup> , and 27 <sup>th</sup> , 2021



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Thurman E.  
Whitman  
Alvester L. McKoy  
Ricky W. Blackmon  
Melinda Alvarado

## TOWN OF ERWIN MAYOR/BOARD OF COMMISSIONERS REGULAR PUBLIC MEETING SCHEDULE FOR 2021

Please take notice that the Regular Meetings of the Erwin Mayor/Board of Commissioners are held on the First Thursday of each month at 7:00 P.M. in the Town Hall Meeting Room located at 100 West F. Street, Erwin, NC. The meetings are open and the public is encouraged to attend.

### MEETING DATES 2020

Thursday, January 7<sup>th</sup>

Thursday, February 4<sup>th</sup>

Thursday, March 4<sup>th</sup>

Thursday, April 1<sup>st</sup>

Thursday, May 6<sup>th</sup>

Thursday, June 3<sup>rd</sup>

Thursday, July 1<sup>st</sup> (Meeting Canceled due to Holiday)

Thursday, August 5<sup>th</sup>

Thursday, September 2<sup>nd</sup>

Thursday, October 7<sup>th</sup>

Thursday, November 4<sup>th</sup>

Thursday, December 2<sup>nd</sup>

**Public Notice will be given if any changes are made in the above meeting dates.**



# TOWN OF ERWIN

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www.erwin-nc.org

## TOWN OF ERWIN MAYOR/BOARD OF COMMISSIONERS REGULAR PUBLIC WORKSHOP MEETING SCHEDULE FOR 2021

**Mayor**  
Patsy M. Carson  
**Mayor Pro Tem**  
Randy L. Baker  
**Commissioners**  
William R. Turnage  
Thurman E.  
Whitman  
Alvester L. McKoy  
Ricky W. Blackmon  
Melinda Alvarado

Please take notice that the Regular Workshop Meetings of the Erwin Mayor/Board of Commissioners are held on the Fourth Monday of each month at 6:00 P.M. in the Town Hall Meeting Room located at 100 West F. Street, Erwin, NC. The meetings are open and the public is encouraged to attend.

### MEETING DATES 2020

Monday, January 25<sup>th</sup>  
Monday, February 22<sup>nd</sup>  
Monday, March 22<sup>nd</sup>  
Monday, April 26<sup>th</sup>  
Monday, May 24<sup>th</sup>  
Monday, June 28<sup>th</sup> (Canceled due to Holiday)  
Monday, July 26<sup>th</sup>  
Monday, August 23<sup>rd</sup>  
Monday, September 27<sup>th</sup>  
Monday, October 25<sup>th</sup>  
Monday, November 22<sup>nd</sup>  
Tuesday, December 28<sup>th</sup> (On a Tuesday due to a Holiday)

\*Workshop meetings may be canceled if there is nothing on the agenda

**Public Notice will be given if any changes are made in the above meeting dates.**



# TOWN OF ERWIN

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**Mayor**  
Patsy M. Carson  
**Mayor Pro Tem**  
Randy L. Baker  
**Commissioners**  
William R. Turnage  
Thurman E.  
Whitman  
Alvester L. McKoy  
Ricky W. Blackmon  
Melinda Alvarado

## TOWN OF ERWIN PLANNING BOARD/BOARD OF ADJUSTMENTS REGULAR PUBLIC MEETING SCHEDULE FOR 2021

Please take notice that the Regular Meetings of the Erwin Planning Board & Board of Adjustments are held on the Third Monday of each month at 7:00 P.M. in the Town Hall Meeting Room located at 100 West F. Street, Erwin, NC. The meetings are open and the public is encouraged to attend.

### MEETING DATES 2020

Tuesday, January 19<sup>th</sup> (Due to Holiday)  
Monday, February 15<sup>th</sup>  
Monday, March 15<sup>th</sup>  
Monday, April 19<sup>th</sup>  
Monday, May 17<sup>th</sup>  
Monday, June 21<sup>st</sup>  
Monday, July 19<sup>th</sup>  
Monday, August 16<sup>th</sup>  
Monday, September 20<sup>th</sup>  
Monday, October 18<sup>th</sup>  
Monday, November 15<sup>th</sup>  
Monday, December 20<sup>th</sup>

\*Meeting(s) may be canceled if there is nothing on the agenda

**Public Notice will be given if any changes are made in the above meeting dates.**

### MINUTES CONTINUED FROM DECEMBER 3, 2020

Commissioner Blackmon stated he appreciated the phone call and flowers for his mom. He stated it was a bad time and the downside is they could not be with her and he hoped no one ever has to go through that. He states they miss her but he knows she is in a better place. He reiterated from him and his family they really appreciate it.

Commissioner Baker states it has been a year. He expressed his gratitude to the Town Staff, Governing Board and Town Manager Snow Bowden for the outstanding job they have done. He stated he loved all the Town Staff; they are still providing services in the middle of the pandemic. He welcomed the New Town Clerk Lauren Evans. He wished the Town Board Members, Town Staff, and all the citizens a Happy and Healthy Holiday Season and to look forward and pray for a better future.

Mayor Carson states she can tell a difference when walking in the front door, not saying it is bad but the Town Hall has a different atmosphere and she thinks it is the youth. She states there are smiles and cheerful hellos when you come in the door. She informed the Board that the Chamber is having their Christmas Market starting tomorrow night at 5 PM. There will be social distancing and free carriage rides. She states there will be different vendor trucks and bands playing. She asked the Board to come out and support the Chamber.

### PUBLIC COMMENT

Town Manager Snow Bowden states the Town did not receive any Public Comment.

### CLOSED SESSION

Commissioner Baker made a motion to go into closed session in pursuant to General Statute 143-381.11 (a) (5) To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease; or (ii) the amount of compensation and other material terms of an employment contract or proposed employment contract at 7:53 P.M. and was seconded by Commissioner Whitman. **The Board voted unanimously.**

### RECONVENED

Commissioner Baker made a motion to go back in regular session at 8:07 P.M. and was seconded by Commissioner Turnage. **The Board voted unanimously.**

**MINUTES CONTINUED FROM DECEMBER 3, 2020**

**ADJOURNMENT**

Commissioner Turnage made a motion to adjourn at 8:08 P.M. and was seconded by Commissioner Thurman. **The Board voted unanimously.**

**MINUTES RECORDED AND TYPED BY  
LAUREN EVANS TOWN CLERK**



**Patsy M. Carson**

**Mayor**

**ATTEST:**



**Lauren Evans**

**Town Clerk**