

**THE ERWIN BOARD OF COMMISSIONERS  
SEPTEMBER 2023 REGULAR MEETING  
THURSDAY, SEPTEMBER 7, 2023 @ 7:00 P.M.  
ERWIN MUNICIPAL BUILDING BOARDROOM**

**AGENDA**

**1. MEETING CALLED TO ORDER**

- A. Invocation
- B. Pledge of Allegiance

**2. AGENDA ADJUSTMENTS /APPROVAL OF AGENDA**

**3. CONSENT**

*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 Regular Meeting on August 3, 2023 **(Page 2)**
- B. Creating Outdoor Recreation Economies (CORE) Resolution and MOU **(Page 10)**
- C. West K Street **(Page 17)**
- D. BOA 2024-01 **(Page 30)**
- E. Al Woodall Park Parking Lot **(Page 31)**
- F. BOA 2024-02 **(Page 32)**
- G. Renewal of SRO Updated MOU **(Page 33)**
- H. Wondertown Drive Preliminary Plat **(Page 34)**

**4. 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 the 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*

**5. PRESENTATION OF SEPTEMBER CITIZEN OF THE MONTH**

**6. SPECIAL PRESENTATION**

**7. PUBLIC HEARING**

- A. Comprehensive Land Use Plan **(Page 36 & Separate Presentation)**
- ~~B. ZT-2023-005 **(Page 37)**~~
- C. SU-2023-005 **(Page 53)**
- D. SU-2023-006 **(Page 75)**

**8. NEW BUSINESS**

- A. Mill Reunion-Gentry Rental
- B. Pump Station Road Preliminary Plat **(Page 35)**

**9. MANAGER'S REPORT**

10. **ATTORNEY'S REPORT**
11. **GOVERNING BODY COMMENTS**
12. **ADJOURNMENT**

***\*\*IN ACCORDANCE WITH ADA REGULATIONS, PLEASE NOTE THAT ANYONE WHO NEEDS AN ACCOMMODATION TO PARTICIPATE IN THE MEETING SHOULD NOTIFY THE TOWN CLERK AT (910) 591-4202 AT LEAST 48 HOURS PRIOR TO THE MEETING.\*\****

**ERWIN BOARD OF COMMISSIONERS****REGULAR MINUTES****SEPTEMBER 7, 2023****ERWIN, NORTH CAROLINA**

The Board of Commissioners for the Town of Erwin with Mayor Baker presiding held its Regular Meeting in the Erwin Municipal Building Board Room on Thursday, September 7, 2023, at 7:00 P.M. in Erwin, North Carolina.

Board Members present were Mayor Randy Baker, Mayor Pro Tem Ricky Blackmon, and Commissioners Timothy Marbell, William Turnage, David Nelson, and Alvester McKoy.

Board Members absent were: Commissioner Charles Byrd

Town Manager Snow Bowden, Town Clerk Lauren Evans, Town Attorney Tim Morris, Town Engineer Bill Dreitzler, Code Enforcement Officer Chris Jones, and Police Chief Jonathan Johnson were present.

Mayor Baker called the meeting to order at 7:00 PM.

Commissioner McKoy gave the invocation.

Commissioner Turnage led the Pledge of Allegiance.

**AGENDA ADJUSTMENT/APPROVAL OF AGENDA**

Town Manager Snow Bowden requested to remove Item B, ZT-2023-005, under Public Hearing. He also requested to add a request from Mill Reunion-Gentry Rental under new business.

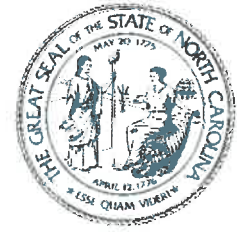
Mayor Baker stated due to a Commissioner having a conflict of interest with Item I, Pumpstation Road Preliminary Plat, under consent, he requested to place the item under New Business.

Commissioner Blackmon made a motion to approve the agenda as amended and was seconded by Commissioner Turnage. **The Board voted unanimously.**

**CONSENT**

Commissioner Blackmon made a motion to approve **(ITEM A)** Minutes Regular Meeting on August 3, 2023 **(ITEM B)** Creating Outdoor Recreation Economies (CORE) Resolution and MOU **(ITEM C)** West K Street **(ITEM D)** BOA 2024-01 **(ITEM E)** Al Woodall Park Parking Lot **(ITEM F)** BOA 2024-02 **(ITEM G)** Renewal of SRO Updated MOU **(ITEM H)** Wondertown Drive Preliminary Plat and was seconded by Commissioner Turnage. **The Board voted unanimously.**

N.C. Department of Commerce  
Rural Economic Development Division  
NC Main Street & Rural Planning Center  
Rural Planning Program



**MEMORANDUM OF UNDERSTANDING  
CREATING OUTDOOR RECREATION ECONOMIES (CORE) PROJECT  
Town of Erwin, NC**

This Memorandum of Understanding (MOU) is entered into by and between the North Carolina Department of Commerce, Rural Economic Development Division, Main Street & Rural Planning Center, Rural Planning Program ("Program"), and Town of Erwin, NC, and together the "Parties," for the purpose of setting out the terms and understandings between the Parties for the Program to provide Creating Outdoor Recreation Economies services to the Town of Erwin.

**WHEREAS**, as part of the North Carolina Department of Commerce, the state's lead agency for promoting economic development and prosperity, the Program provides services and assistance to add value to local community economic development efforts.

**WHEREAS**, through its American Rescue Plan Travel, Tourism & Outdoor Recreation program, the U.S. Economic Development Administration focused resources to accelerate the recovery of communities that rely on the travel, tourism, and outdoor recreation sectors. This included a non-competitive "State Tourism Grant" to help states quickly invest in marketing, infrastructure, workforce, and other projects to rejuvenate safe leisure, business, and international travel.

**WHEREAS**, as part of North Carolina's successful request for a State Tourism Grant, the Program developed a technical assistance initiative to provide outdoor recreation economy strategic planning and asset development services to rural North Carolina communities. The initiative, Creating Outdoor Recreation Economies ("CORE"), is intended leverage the abundant outdoor recreation assets available across the state to bolster local economic vitality.

**WHEREAS**, as Town of Erwin applied to receive CORE services and subsequently met with the Program to identify the strategic planning process, asset development and other plan implementation services, and work products that would suit the County's needs ("CORE Project"), including the roles and responsibilities of the Parties, the involvement of other partners, as well as the projected timeframe to complete the CORE Project.

**WHEREAS**, the mission of the NC Main Street & Rural Planning Center, which includes the Program, is to work in regions, counties, cities, towns, downtown districts, and designated North Carolina Main Street communities to inspire placemaking through building asset-based economic development strategies that achieve measurable results such as investment, business growth, and jobs. To further that mission, the Program may share successful "best practices" with other communities when appropriate. In this context, relevant materials produced from the project and economic outcomes may be shared with other communities, as needed.



**The Program and Town of Erwin agree as follows:**

**1. Scope of Work**

***Primary Services***

The primary services to be provided by the Program for Town of Erwin's CORE Project include the following:

**1. Outdoor Recreation Asset Mapping**

Map the county's outdoor recreation assets along with relevant businesses to identify gaps and opportunities in assets and resources. By identifying assets and opportunities the county will be able to create a strategic plan to leverage outdoor recreation as an economic development tool

**2. Outdoor Recreation Economy Strategic Planning**

***Community Assessment***

The Program will facilitate one or more assessment meeting(s) with a local work group to include, but not be limited to:

- 1) Presentation of general information about the outdoor recreation economic sector, as well as relevant outdoor recreation economy and other data.
- 2) Discussion of local outdoor recreation assets and how they relate to the local economy.
- 3) Presentation and discussion of results of interviews, surveys, and other input gathered during the Community Assessment from the local work group, stakeholders, and the community regarding outdoor recreation and the economy.

***Development of an Outdoor Recreation Economy Strategic Plan***

Following the Community Assessment, the Program will work with the local work group and Town of Erwin staff to develop a strategic plan focused on the local outdoor recreation economy. The Community Assessment will inform the identification and development of recreation assets, an outdoor recreation economy-building positioning statement/vision, strategies, goals, objectives, actions/projects, and tasks that will comprise the outdoor recreation strategic plan.

- 3. Asset Development and Other Plan Implementation Services –** Once the Outdoor Recreation Asset Mapping, if applicable, and the Outdoor Recreation Economy Strategic Planning have been completed, the Program will work with Town of Erwin staff, the local work group, and other project partners, to determine the asset development and plan implementation services that may be the most beneficial for the community's outdoor recreation economy-building efforts, potential resources for acquiring such services, and the timeframe(s) within which the services should be pursued.

***Town of Erwin Roles and Responsibilities***

- A. Local Work Group –** Town of Erwin will be responsible for assembling a local work group to participate in the CORE Project. The local work group may include, but is not limited to, elected officials, municipal or county staff, local business owners/operators, representatives of civic organizations with an interest in the community, and/or active residents.

- B. Meetings – Town of Erwin will be responsible for providing or otherwise securing meeting space for the local work group and other activities related to the CORE Project. If local work group meetings and/or other CORE Project activities must be conducted virtually, using an internet-based video conferencing platform, for example, Town of Erwin will be responsible for ensuring participants are able to access and attend such meetings.
- C. Meeting Materials and Other Information – Town of Erwin will share the meeting agenda, relevant maps and other images, documents, and plans electronically with the Program and all CORE Project participants.

**Project Staff**

Bruce Naegelen, Community Economic Development Planner for North Central Region, is the Program staff member assigned to lead the CORE Project. Other Program staff will assist with the project, as needed.

Snow Bowden, Town Manager, will be Town of Erwin’s primary contact for the CORE Project.

**Proposed Project Timeline**

The CORE Project is planned to begin in October 2023 and to be completed by March 2024.

*Project Schedule:*

Town of Erwin - Proposed Schedule												
Task	2023			2024								
	Qtr 4			Qtr 1			Qtr 2			Qtr 3		
#	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept
1	█	█										
2	█	█	█	█	█							
3				█	█	█						
4							█	█	█	█	█	

*Project Schedule Tasks*

- 1) Asset Mapping
- 2) Community Assessment
- 3) Strategic Planning
- 4) Asset Development and Other Implementation Projects

**No Cost for Services**

The Program will provide its CORE Project services (including Program staff time, materials, and travel costs), and final project work products at no cost to the Town of Erwin, thanks to the State Tourism Grant from the U.S. Economic Development Administration.

**Next Steps**

The CORE Project will be scheduled to begin upon receipt by the Program of this signed MOU and a signed resolution to request Program services for the CORE Project (sample resolution attached) adopted by the Town of Erwin Board of Commissioners.

## **2. Effective Term and Termination of MOU**

This MOU will be effective on the date the last of the Parties executes it through December 31, 2025. This MOU is subject to modification at any time upon written amendment signed by the Parties. In the event of staff turnover, budget reductions, or other unforeseeable events, however, the Program may be compelled to place a project in an indefinite "hold" status until replacement staff resources can be secured. In rare cases, where very specialized staff skills are unable to be replaced, the project commitment may be terminated by the Program. Projects may also be reprioritized consistent with department or division policies.

## **3. Funding**

The Program will provide its CORE Project services, including Program staff time, labor, materials, and travel costs, as well as project work products produced by the Program, at no cost to the Town of Erwin, thanks to the State Tourism Grant from the U.S. Economic Development Administration.

## **4. Auditing**

The records as they relate to this MOU shall be accessible to the North Carolina State Auditor's Office in accordance with N.C. Gen. Stat. §147-64.7 and to any other State or federal entity authorized to conduct audits with respect to activities performed pursuant to this MOU.

## **5. Information Sharing/Confidentiality**

To facilitate necessary information sharing and cooperation in fulfilling the purpose of this MOU, the Parties agree that they will protect all confidential information provided to them by the other Party in accordance with applicable state and federal statutes. Those employees who receive confidential information will be limited by the Parties to those who need access to it for the purpose of carrying out the functions outlined in this MOU and confidential information shall not be disclosed to third parties for any purpose, except when required by law.

## **6. Notices**

All notices given in connection with this MOU shall be in writing and, if routine, may be sent by email and, if requested, followed by first class United States mail, postage prepaid, or sent by certified mail, return receipt requested, hand delivered, or delivered by overnight courier. Notices shall be delivered to the appropriate Parties at the addresses set forth below.

### **PROGRAM:**

Karen Smith, AICP, Rural Planning Program Manager  
NC Main Street & Rural Planning Center  
48 Grove Street  
Asheville, NC 28801  
[ksmith@commerce.nc.gov](mailto:ksmith@commerce.nc.gov)

MacDonald Snow Bowden, Jr.  
Town of Erwin  
PO Box 459  
Erwin, NC 28339  
[townmanager@erwin-nc.org](mailto:townmanager@erwin-nc.org)

**7. Governing Law**

This MOU is governed and construed in accordance with the laws of the State of North Carolina.

**(THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK)**

**8. Signatures**


The Program and Town of Erwin agree to the foregoing understandings as indicated by the signatures below of their respective authorized representatives, on duplicate originals.

**NORTH CAROLINA DEPARTMENT OF COMMERCE  
RURAL ECONOMIC DEVELOPMENT DIVISION  
NC MAIN STREET & RURAL PLANNING CENTER  
RURAL PLANNING PROGRAM**

\_\_\_\_\_  
Karen C. Smith, AICP  
Rural Planning Program Manager

\_\_\_\_\_  
Date

**TOWN OF ERWIN, NC**

  
\_\_\_\_\_  
Randy Baker, Mayor  
Town of Erwin

9/7/2023  
Date

**Please sign, date, and return one original, by email or U.S. mail, to:**

Karen Smith, Rural Planning Program Manager  
NC Main Street & Rural Planning Center  
48 Grove Street  
Asheville, NC 28801  
[ksmith@commerce.nc.gov](mailto:ksmith@commerce.nc.gov)

**Please also send a signed copy, by email or U.S. mail, to:**

Bruce Naegelen, Community Economic Development Planner  
8998 US 70 Hwy Business West  
Suite 100  
Clayton, NC 27520  
[Bruce.naegelen@commerce.nc.gov](mailto:Bruce.naegelen@commerce.nc.gov)

**Resolution Requesting  
Creating Outdoor Recreation Economies (CORE) Services  
from the NC Main Street & Rural Planning Center, Rural Planning Program**

**WHEREAS**, the Erwin, NC, Board of Commissioners believes the Town of Erwin would benefit from assistance with outdoor recreation economy strategic planning and asset development; and

**WHEREAS**, the NC Main Street & Rural Planning Center's Rural Planning Program ("Program") has developed the Creating Outdoor Recreation Economies ("CORE") initiative to provide outdoor recreation economy strategic planning and asset development services to rural communities in North Carolina; and

**WHEREAS**, the Erwin Board of Commissioners would like the Program to provide CORE services to the Town of Erwin; and

**WHEREAS**, Town of Erwin and the Program have reached agreement on the scope of work for the Town of Erwin's CORE project, as outlined in the attached Memorandum of Understanding.

**NOW, THEREFORE, BE IT RESOLVED**, that the Erwin Board of Commissioners hereby requests that the Program assist the Town of Erwin with its CORE project and expresses its commitment to the CORE planning process and plan implementation.

Duly adopted by the Town of Erwin, NC Board of Commissioners, this 7<sup>th</sup> day of September, 2023.

  
\_\_\_\_\_  
Randy L. Baker, Mayor, Town of Erwin

**ATTEST:**

  
\_\_\_\_\_  
Lauren Evans, City Clerk, Town of Erwin, NC



August 7, 2023

Town of Erwin, NC  
Attn: Bill Dreitzler, Town Engineer  
PO box 459  
Erwin, NC 28339

RE: Scope of Work & Fee Proposal  
West K Street Culvert Replacement  
Town of Erwin, NC

Dear Bill:

Attached to this letter is our Scope of Work & Fee Proposal which outlines the professional surveying and engineering services we propose to provide to the Town of Erwin (Town) for the project to be called *West K Street Culvert Replacement*. The purpose of the project is to address the failed pipe culvert crossing on West K Street located between N 14<sup>th</sup> Street and N 15<sup>th</sup> Street.

We have included the various elements you requested (culvert replacement vs. open channel) and trust the information herein is clear and concise on those two elements. We would be happy to meet with you to review this information should you desire or to provide further clarification if necessary.

Please contact me with any questions you may have. We are prepared to begin work once we have a notice to proceed from the Town.

Sincerely,  
GRADIENT, PLLC

Gordon A. Rose, PE



**Scope of Work**  
**K Street Culvert Replacement**  
**Town of Erwin, NC**

**PROJECT DESCRIPTION**

This Scope of Work outlines the professional surveying and engineering services to be provided to the Town of Erwin (Town) for the project to be called *West K Street Culvert Replacement*. The purpose of the project is to replace the failed pipe culvert crossing on West K Street located between N 14<sup>th</sup> Street and N 15<sup>th</sup> Street. The existing culvert crossing West K Street is an approximate 36-inch diameter corrugated metal pipe which has failed, causing significant erosion and potential failure of the roadway. The scope of this project includes:

- Topographic Survey services
- Hydrologic and Hydraulic Investigation
- Culvert design services
- Construction drawings

Items which are not included with this proposal but can be provided as an additional service at a later date include:

- Subsurface Utility Exploration (SUE)
- Bid package development
- Assistance during construction

The Gradient team will include sub-consultants to be used as needed to provide data collection. GEL Solutions will be used for field topographic survey services; this scope will include obtaining finished floor and other critical structure/component elevations, relevant storm pipe and system detail, utility locations (as marked by others), topographic surveys, as well as representative channel cross-sections. Subsurface Utility Engineering (SUE) services can be provided at an additional cost.

Building and Earth Sciences will be used for geotechnical services, to assess the subsurface soil conditions. Inver Consulting will be used to identify any potential wetlands and assist with permitting for proposed impacts.

**PROPOSED SCOPE OF WORK**

Gradient, PLLC (Professional) will provide Hydrologic & Hydraulic (H&H) analysis; design development; and preparation of construction contract documents. Not included with this scope of work but services which can be provided if needed include assistance with bidding and construction contract award services; and assistance during construction as outlined below. The proposed scope of work has been prepared in general accordance with the engineering standard of practice and discussion of the project with the Town and consists of the following basic services:

**1. Preliminary Investigation**

**1.1 Site Visit and Kick Off Meeting**

Professional will attend a site visit with representatives of the Town to walk the site and to observe the proposed working area. The visit will occur prior to the field survey efforts to validate the scope of the project and the survey limits.



## 1.2 Conventional Survey Services

GEL Solutions will provide topographic survey services to assist with the overall project scope. GEL will establish XYZ control via GPS and create a localized point along with secondary control through the project limits (the project limits are shown on Exhibit A). At least one (1) benchmark will be set within the project limits. The following items will be located in the field to complete the final deliverables.

- Sanitary Sewer Structures to include size, type, and inverts
- Locate property along the project limits
- Pavement within the project limits
- Finished floor elevation (FFE) of adjacent structures (as needed)
- Hydrographic features throughout the project limits and further defined during the field scoping meeting
- Existing visible planimetric features including, but not limited to
  - Signs, Poles, Guy Wires, Utility Structures, Fences, etc.
  - Top of valve nut elevations including, but not limited to water, sewer, and gas valves
  - Horizontal SUE paint markings of existing utilities as marked by others
  - Aerial utility connectivity within the project limits

### 1.2.1 Easement Exhibit Maps

Survey easement services, if required, will be provided through our subconsultant, GEL Solutions. GEL will conduct limited boundary surveys and produce map exhibits for the upstream (south) and downstream (north) tie-in locations for the proposed culvert replacements. The easement map exhibits will be delivered to the Town on 8.5X11 or 11X17 sized pages.

It appears from recorded maps there is an existing drainage easement on the parcel on the upstream (south) side of West K Street. It is assumed the existing pipe is within this easement such that no additional easements will be required. We find no evidence of an existing easement on the property on the downstream (north) side of West K Street. We will prepare an easement exhibit map on the north side of the road sufficient to address the work zone only. This does not include preparation of an easement map across the entire parcel.

### 1.2.2 Property Owner Notification

Professional will develop a list of properties that may require access during the survey services. The Town will notify the property owners and provide notice prior to commencement of survey services. Property notification services are not included in this scope.

### 1.2.3 Basemap

The Surveyor (GEL) will update the survey data and basemapping in electronic format, including a surface file for the topographic surveyed areas. The basemap will be used in developing the design and construction drawings.

The following survey services (1.3 and 1.4) are not included in the scope and fee proposal. These services can be added if desired.

## 1.3 Subsurface Utility Engineering (SUE) Quality Level D-B Survey

If requested and upon negotiation of an additional survey fee, GEL will collect available records of existing utilities within the project limits. GEL will then employ non-intrusive geophysical technologies to designate the existence and determine horizontal positions of non-gravity utilities within survey limits. A combination of EM equipment and GPR

equipment will be used to designate the targeted utilities in accordance with the APWA Uniform Color Code scheme. Paint markings and structures will be horizontally located during Task 1.2 to include in the final MicroStation.dgn deliverable.

#### **1.4 Subsurface Utility Engineering (SUE) Quality Level A Test Holes**

Upon completion of Task 1.3, GEL can complete test holes identified by Professional after review of the deliverable from Task 1. GEL will employ non-intrusive geophysical technologies to designate the existence and determine horizontal positions of the targeted utilities described to be in conflict to properly lay out each test hole location. "Vacuum Excavation Reports" will be generated for each test hole completed and be included in the final SUE deliverable.

- Provide equipment, personnel, and supplies necessary for the completion of the test holes. The exact locations of the test holes will be determined by GEL and the Professional based on the actual utility conflicts found during Task 1.
- Excavate test holes to expose the utility to be measured. In performing such excavations, GEL Engineering shall comply with applicable utility damage prevention laws. GEL Engineering shall schedule and coordinate with the utility companies and their inspectors, as required, so they may be present during the excavation of their facilities.
- Provide notification and information concerning: (a) the outside diameter of the utility and configuration of non-encased, multi-conduit systems; (b) the utility structure material composition, when reasonably ascertainable; (c) the type of surface material; (d) the general soil type and site conditions; and (e) such other pertinent information as is reasonably ascertainable from each test hole site.
- Measure and record distance to top of utility, and place a pk, hub/tack, chiseled x, nail, and/or disk over the utility to allow for survey of each test hole.
- Provide restoration of pavement using cold patch asphalt within the limits of the original cut and spoils to be used as fill. When test holes are excavated in areas other than roadway pavement, these disturbed areas shall be restored as nearly as possible to the condition that existed prior to the excavation. Additional restoration efforts will be billed at cost plus 15%.
- We assume that no contaminated soils will be present which would require special equipment decontamination and/or off-site disposal of materials. Spoils will be used for test hole backfill and will be compacted by tamping prior to any surface repair.

#### Survey and SUE Deliverables:

- *2D and 3D Microstation dgn in accordance with NCDOT mapping standard*
- *TIN and corresponding GPK files*
- *Signed and sealed .pdf of the completed survey*
- *Signed and sealed reports of all test holes completed during Task 1.4 (if this option is selected)*

#### **1.5 Geotechnical Services**

The purpose of the geotechnical investigation will to be determine soil types at the site that could be expected during construction. The services include:

##### **1.5.1 Coordination and Field Exploration**

- **Coordination and Scheduling:** Professional will coordinate this work with the Town regarding access to the site.
- **Utility Clearances:** As identified in Task 1.3 and Task 1.4 above.

- **Drilling and Sampling:** Perform a total of two (2) soil test borings. One boring will be advanced to a depth of 15 feet, and the other will be advanced to a depth of 20 feet, below the ground surface.
- **Groundwater:** After drilling the hollow stem auger borings, we will measure the groundwater level at the end of the day. After retrieving the measurement, we will backfill the borehole(s) with soil cuttings.

### 1.5.2 Laboratory Testing

- Laboratory testing is geared towards identifying the materials that should be expected during construction.
- The quantity and nature of the laboratory tests performed will vary depending upon the type of soils encountered. Based on the drilling scope and requested geotechnical evaluations, we anticipate performing the following laboratory tests:

Laboratory Test	ASTM	Number of Tests
Atterberg Limits	D4318	2
Gradation Analysis	D6913	2
Natural Moisture Content	D2216	13

### 1.5.3 Engineering Analysis and Reporting

Perform engineering analysis for shallow foundations. Findings will be sent in an electronic report, which will include, but not necessarily be limited to, the following information:

- Summary of existing surface conditions.
- A description of the subsurface conditions encountered at the boring locations.
- Site preparation considerations including material types to be expected during grading as well as recommendations regarding handling and treatment of unsuitable soils, if encountered.
- Compaction requirements and recommended criteria to establish suitable surfaces for structural backfill.
- Boring logs detailing the materials encountered with soil classifications, penetration values, and groundwater levels (if measured).
- Presentation of laboratory test results.
- Plans and maps showing the location of the project and our onsite work.

### 1.6 Preliminary Hydrology & Hydraulics - Culvert Option

The hydraulics and hydrology for the project will be determined using PCSWMM or other appropriate modeling software. The hydraulic model will utilize LiDAR topography outside the project limits and the surveyed topographic data within the project limits. The H & H analysis will be used to determine the final design culvert configuration. Once the design concept is established, the 25- and 100-year, 24-hour event will be analyzed to estimate flooding conditions.

#### Deliverables:

- *Preliminary design concept plan*



## 2. Design Development

### 2.4 Preliminary Plan & Profiles

Professional will use the design concept from the previous Task 1.6 to develop preliminary construction drawings. The preliminary construction drawings, considered to be 30% complete, will include a title sheet, existing conditions sheet (with project survey control), plan and profile sheet, and pertinent project details. The Town will review, provide comments, and give approval to proceed with the 60% design submittal. Professional will also develop a preliminary Opinion of Probable Construction Cost based on the preliminary drawings and unit costs from other, similar projects.

#### Deliverable:

- *Preliminary 30% construction drawings with Preliminary Opinion of Probable Construction Cost*

### 2.5 Progress Design and Submittals 60% and 90%

Professional will incorporate comments from the preliminary plan submittal to prepare 60% design construction drawings. The 60% design drawings will build on the 30% design preliminary plans by including project details, preliminary utility relocation plans (as required), preliminary traffic control plan/concept, erosion control concept/procedures, and preliminary easement locations. The 60% design submittal will include one (1) progress meeting with Town.

Professional will incorporate comments from the 60% design submittal to prepare 90% design construction drawings. The 90% design drawings will build on the 60% design plans by including general notes and a construction sequence, materials and quantities sheet, utility relocation details, sediment and erosion control plan, and traffic control plan. The 90% design submittal will include a tabulation of bid quantities, an opinion of probable construction cost, a general outline of the technical specifications, and preliminary easement plats. The 90% design submittal will include one (1) progress meeting with Town.

#### Deliverable:

- *Preliminary 60% construction drawings with Preliminary Opinion of Probable Construction Cost*
- *Preliminary 90% construction drawings with Preliminary Opinion of Probable Construction Cost*

## 3. Construction Contract Documents and Permitting

### 3.4 Develop Project Manual

Professional will develop the final project manual using front-end and technical specifications provided by the Town or from other sources, to be approved by the Town. This includes preparation of the bid tabulation and quantities, as well as editing the pertinent front-end sections and the project specific technical specifications.

### 3.5 Permit Applications

This scope does not include utility permit services, but does include the Town's review, comments, and approval for water and gravity sewer relocation designs (if required).

Biological permitting services will be performed by Inver Consulting as a sub-consultant to Gradient and includes the following:

- **Wetland/stream delineation:** Identify and characterize potential Clean Water Act resources within the project area according to current methodologies. Establish

Ordinary High-Water Mark along stream channels. Perform NC Stream Assessment Method to document stream functions.

- Coordinate with surveyor on PLS location of stream banks and wetland flagging (if required).
- Discuss design after delineation for compliance with Nationwide Permit.
- Prepare an electronic Pre-Construction Notification for submittal to the USACE and NCDWR, including:
  - PCN Form
  - Species database review
  - Historic resources database review
  - Delineation information
  - Stream functional assessment
  - Mitigation proposal or justification

*Items not included:*

- *No Jurisdictional Determination will be requested from the USACE due to agency workload. Delineation information will be included in the e-PCN*
- *Design will comply with Nationwide Permit & General Certification conditions and will be Allowable under the Buffer Rules. No Individual Permit or Buffer Variance required.*
- *Permit fees to be paid by others if required.*
- *No compensatory mitigation will be required, or if required will be provided by the Town via in-lieu-fee or mitigation bank payment.*

### **3.6 Final Construction Documents**

Professional will incorporate previous comments to finalize the 100% Design construction drawings and project manual documents. The final construction documents shall be signed, sealed, and prepared for bid advertisement.

### **3.7 Utility Coordination**

Professional will assist during the utility coordination process by answering questions and providing project drawings. Town will coordinate with utility companies having existing utilities within the project area such as electric, cable, telephone and gas and will submit drawings to the various utility providers for review as required. If relocations are required, Town will coordinate the relocation process with the affected utility providers. Proposed relocations, as proposed by the utility companies and approved by the Town, will be indicated on the final drawings.

The following services are not included in this scope of work but can be added at a later date if desired by the Town:

## **4. Bidding and Construction Contract Award**

### **4.1 Bid Advertisement**

The Town will develop a bid advertisement and will post the advertisement. As part of this task the Professional will assist the Town during the bid process by helping to address bidder's questions, and the Professional may attend one pre-bid meeting.

#### **4.2 Distribute Bid Documents**

Professional shall prepare and package the construction drawings and bid documents in pdf format so they can be viewed electronically and/or be printed by the Town for distribution. Town will be responsible for the distribution of the bid documents.

#### **4.3 Bid Opening**

The Town will receive the project bids and conduct the bid opening process. The Professional will assist the Town in reviewing the bid submittals and will draft a recommendation of award letter to the Town.

#### **4.4 Execution of Construction Contract**

The Town will work with the selected construction contractor to implement the construction contract execution. Professional will assist the Town in this process by answering questions.

### **5. Construction Administration**

#### **5.1 Preconstruction Meeting**

Professional will attend one (1) preconstruction meeting with the Town and construction contractor.

#### **5.2 Construction Administration**

The Town will assign a project representative and/or inspector responsible for the construction administration and observation and will be the primary contact for the construction contractor. The Professional will assist the Town representative by periodically visiting the site, addressing design questions during construction, and reviewing project submittals as requested. The construction administration estimated time is based on one (1), four (4) hour visit per week for a 120-day construction time (68 total hours).

#### **5.3 Shop Drawing Review**

The Professional will review shop drawings submitted by the contractor and provide documentation to the Town regarding this review. Final review and approval of shop drawings will be the responsibility of the Town.

#### **5.4 Pay Apps**

The Professional will assist the Town by answering questions from the Town representative on the interpretation and verification of the contractor's requests for payment. The Town will be responsible for verifying quantities during construction.

#### **5.5 Change Orders**

The Professional will assist the Town by reviewing and making recommendations about change order requests that may be submitted by the construction contractor. The Town will be responsible for final approval and execution of change orders.

#### **5.6 Final Inspection**

The Professional will participate with the Town in the final inspection and final project walk-through. The Professional will assist the Town by providing comments and recommendations about final "punch-list" items and approvals.

#### **5.7 Prepare "As-Built" Drawings and Certifications**

Record drawings, as-built surveys, and final certifications are not included in this scope.

### **ADDITIONAL SERVICES: Alternative Design**

The Town may want to consider an alternative to replacement of the existing culvert. This alternative would involve an open channel across West K Street and thereby eliminating through traffic. The tasks described below would be in addition to the tasks identified above for the culvert replacement:

#### **1. Preliminary Investigation**

##### **1.1 Site Visit and Kick Off Meeting**

Same as described above. No additional scope or fee.

##### **1.2 Conventional Survey Services**

Same as described above. No additional scope or fee.

###### **1.2.1 Easement Exhibit Maps**

Same as described above. No additional scope or fee.

###### **1.2.2 Property Owner Notification**

Same as described above. No additional scope or fee.

###### **1.2.3 Basemap**

Same as described above. No additional scope or fee.

##### **1.3 Subsurface Utility Engineering (SUE) Quality Level D-B Survey**

Same as described above. No additional scope or fee.

##### **1.4 Subsurface Utility Engineering (SUE) Quality Level A Test Holes**

Same as described above. No additional scope or fee.

##### **1.5 Geotechnical Services**

###### **1.5.1 Coordination and Field Exploration**

Same as described above. No additional scope or fee.

###### **1.5.2 Laboratory Testing**

Same as described above. No additional scope or fee.

##### **1.6 Preliminary Hydrology & Hydraulics - Open Channel Option**

The hydraulics and hydrology for the open channel option will be determined using PCSWMM or other appropriate modeling software. The hydraulic model will utilize LiDAR topography outside the project limits and the surveyed topographic data within the project limits. The H & H analysis will determine the required channel configuration and grading required to establish adequate side slopes. Once the design concept is established, the 25- and 100-year, 24-hour event will be analyzed to estimate flooding conditions.

#### **2. Design Development**

##### **2.1 Preliminary Plan & Profiles**

Professional will use the design concept from the previous Task 1.6 (Open Channel option) to develop a preliminary plan and profile of the proposed open channel and grading impacts. The preliminary construction drawings, considered to be 30% complete, will include a plan and profile sheet, and pertinent project details. The Town will review, provide comments, and give approval to proceed with the 60% design submittal should this option be selected. Professional will also develop a preliminary Opinion of Probable Construction Cost based on the preliminary drawings and unit costs from other, similar projects.

##### **2.2 Progress Design and Submittals 60% and 90%**

Professional will incorporate comments from the preliminary plan submittal to prepare 60% design construction drawings for the open channel option. The 60% design drawings will



build on the 30% design preliminary plans by including project details, preliminary utility relocation plans (as required), preliminary traffic control plan/concept, erosion control concept/procedures, and preliminary easement locations. The 60% design submittal will include one (1) progress meeting with Town.

Professional will incorporate comments from the 60% design submittal to prepare 90% design construction drawings. The 90% design drawings will build on the 60% design plans by including general notes and a construction sequence, materials and quantities sheet, utility relocation details, sediment and erosion control plan, and traffic control plan. The 90% design submittal will include a tabulation of bid quantities, an opinion of probable construction cost, a general outline of the technical specifications, and preliminary easement plats. The 90% design submittal will include one (1) progress meeting with Town.

Deliverable:

- *Preliminary 60% construction drawings with Preliminary Opinion of Probable Construction Cost*
- *Preliminary 90% construction drawings with Preliminary Opinion of Probable Construction Cost*

**3. Construction Contract Documents and Permitting**

**3.1 Develop Project Manual**

Same as described above.

**3.2 Permit Applications**

Same as described above.

**3.3 Final Construction Documents**

Same as described above.

**3.4 Utility Coordination**

Same as described above.

**4. Bidding and Construction Contract Award**

**4.1 Bid Advertisement**

Same as described above.

**4.2 Distribute Bid Documents**

Same as described above.

**4.3 Bid Opening**

Same as described above.

**4.4 Execution of Construction Contract**

Same as described above.

**COMPENSATION**

Compensation for engineering services and reimbursable expenses shall be based on the following fixed fees. These fees will be invoiced monthly based on our estimation of the percentage complete on each task.

<b>Task #</b>	<b>Description</b>	<b>Culvert Replacement Total</b>	<b>Open Channel Total</b>
<b>1</b>	<b>PRELIMINARY INVESTIGATION</b>		
1.1	Site Visit & Kick Off Meeting	\$700.00	\$0.00
1.2	Conventional Survey Services	\$5,595.00	\$0.00
1.2.1	Easement Exhibit Maps	\$1,830.00	\$0.00
1.2.2	Property Owner Notification	\$475.00	\$0.00
1.2.3	Basemap	\$1,730.00	\$0.00
1.3	Subsurface Utility Exploration (SUE)	\$0.00	\$0.00
1.4	Subsurface Utility Exploration (SUE) - Test Holes	\$0.00	\$0.00
1.5	Geotechnical Services	\$0.00	
1.5.1	Coordination & Field Exploration	\$3,000.00	\$0.00
1.5.2	Laboratory Testing	\$1,500.00	\$0.00
1.5.3	Engineering Analysis & Reporting	\$1,000.00	\$0.00
1.6	Preliminary Hydrology & Hydraulics	\$3,590.00	\$1,610.00
	<i>Sub-Total Preliminary Investigation</i>	<b>\$19,420.00</b>	<b>\$1,610.00</b>
<b>2</b>	<b>DESIGN DEVELOPMENT</b>		
2.1	Preliminary Plan & Profile	\$4,600.00	\$3,100.00
2.2	Progress Design & Submittals		
	60% Design	\$6,880.00	\$6,710.00
	90% Design	\$6,380.00	\$6,250.00
	<i>Sub-Total Design Development</i>	<b>\$17,860.00</b>	<b>\$16,060.00</b>
<b>3</b>	<b>CONSTRUCTION CONTRACT DOCUMENTS &amp; PERMITTING</b>		
3.1	Develop Project Manual	\$1,465.00	\$660.00
3.2	Permit Applications	\$2,860.00	\$1,160.00
3.2	Final Construction Documents	\$1,610.00	\$1,280.00
3.4	Utility Coordination	\$1,900.00	\$1,320.00
	<i>Sub-total Construction Contract Documents</i>	<b>\$7,835.00</b>	<b>\$4,420.00</b>
	<b>Total Project</b>	<b>\$45,115.00</b>	<b>\$22,090.00</b>

This proposal is valid for 30 days from the date of the proposal. If the proposal is not accepted within 30 days, we reserve the right to revise or withdraw the proposal entirely at our discretion. Please confirm your acceptance of this proposal by signing one copy and returning it to our office. Our receipt of the executed copy of this proposal will serve as our Notice to Proceed and contract to perform the work described herein. This Agreement is subject to the Gradient Standard Terms and Conditions which are incorporated herein by reference.

**AUTHORIZATION TO PROCEED**  
**Proposal for Surveying & Civil Engineering Services**  
**Town of Erwin**  
**West K Street - Culvert Replacement**

I/We agree and accept Gradient's proposal to provide the above described services. We understand the Scope of Services as provided herein and agree to the fees estimated for these services. We further acknowledge that Gradient will provide a proposal for any change in the Scope of Services described herein and that a signed agreement to provide those additional services will be executed prior to any work being performed.

Snow Bowden  
Printed Name

Town Manager  
Title

Snow Bowden  
Signature

09/07/2023  
Date

**BUDGET ORDINANCE AMENDMENT  
BOA 2024 – 01  
FISCAL YEAR 2023-2024**

BE IT ORDAINED by the Governing Board of the Town of Erwin, North Carolina that the following amendments are made to the annual budget ordinance for the fiscal year ending June 30, 2024.

Section 1. This Budget Ordinance Amendment seeks to Increase Revenues and Increase Expenditures by \$44,115.00. This amendment is for a proposed fix to West K Street.

Section 2. To amend the General Fund: The revenues are to be changed as follows:

Account	Description	Current Approp.	Increase/Decrease	Amended Appropriation
10-3430-000	Powell Bill Revenue	\$150,000	(+) \$44,115	\$194,115

Section 3. To amend the General Fund: The Expenditures are to be changed as follows:

Account	Description	Current Approp.	Increase/Decrease	Amended Appropriation
10-4510-450	Contracted Serv.	\$133,000	(+) \$44,115	\$177,115

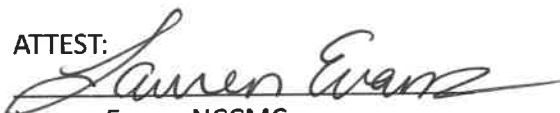
Section 4. Copies of this budget amendment shall be furnished to the Clerk, the Governing Board, the Budget Officer and the Finance Director for their direction.

Adopted this 7<sup>th</sup> day of September 2023.

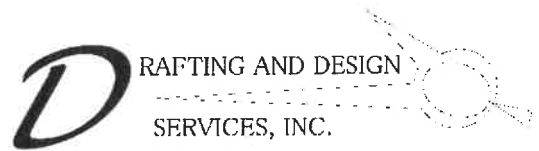


Randy L. Baker,  
Mayor

ATTEST:



Lauren Evans, NCCMC  
Town Clerk



RAFTING AND DESIGN  
SERVICES, INC.

6728 Carbonton Road  
Sanford, NC 27330  
(919) 499-8759  
draftinganddesign@ymail.com

August 8, 2023

Mr. William Dreitzler, P.E.  
Town of Erwin  
Erwin, NC

**Reference: Contract/Proposal – Town of Erwin - Al Woodall Parking Lot Expansion**

Mr. Dreitzler;

Drafting and Design Services, Inc. (DDS) is submitting a proposal of services to provide design services for Town of Erwin - Al Woodall Parking Public Parking Lot Expansion

**Project Scope**

- Preliminary/Final Layout/Design of Parking Lot
- Grading and Drainage Design
- Bidding quantities and Engineers Estimate
- Contract Survey Services for Design Data (topo, locations, etc.)

**DDS respectfully will provide design services at an hourly (\$80.00/hr) contract to not to exceed: \$6,000**

We appreciate the opportunity to provide you our services and we look forward to partnering with you on this and future projects. If you have any questions, please contact me directly at 919.499.8759 or [draftinganddesign@ymail.com](mailto:draftinganddesign@ymail.com). If this proposal is acceptable, please sign below and email or send 1 copy.

Respectfully submitted:

**Drafting and Design Services, Inc.**

Michael T. Blakley

Principal

Accepted by:

Signature

Title

Date

**BUDGET ORDINANCE AMENDMENT  
BOA 2024 – 02  
FISCAL YEAR 2023-2024**

BE IT ORDAINED by the Governing Board of the Town of Erwin, North Carolina that the following amendments are made to the annual budget ordinance for the fiscal year ending June 30, 2024.

Section 1. This Budget Ordinance Amendment seeks to Increase Revenues and Increase Expenditures by \$6,000. This amendment is for Al Woodall Parking Lot improvements.

Section 2. To amend the General Fund: The revenues are to be changed as follows:

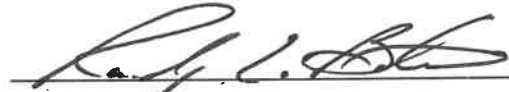
Account	Description	Current Approp.	Increase/Decrease	Amended Appropriation
10-3950-450	Trans. From Capital	\$ 0	(+) \$6,000	\$6,000
	Reserve Fund			

Section 3. To amend the General Fund: The Expenditures are to be changed as follows:


Account	Description	Current Approp.	Increase/Decrease	Amended Appropriation
10-6200-450	Contracted Serv.	\$33,975	(+) \$6,000	\$39,975

Section 4. Copies of this budget amendment shall be furnished to the Clerk, the Governing Board, the Budget Officer and the Finance Director for their direction.

Adopted this 7<sup>th</sup> day of September 2023.

  
 Randy L. Baker  
 Mayor

ATTEST:

  
 Lauren Evans, NCCMC  
 Town Clerk

Re: Renewal of School Resource Officer Program Memorandum of Understanding

Per Article VII entitled "Amendments and Modifications; Additional Policies and Procedures" of the School Resource Officer Program Memorandum of Understanding dated October 1, 2018 ("MOU"), attached hereto, the Harnett County Board of Education and Town of Erwin mutually agree to renew the MOU. The terms are contingent on the negotiations with the Sheriff or Police Chief that allow the school district to address performance issues with individual school resource officers actively. All other terms and conditions will remain the same for a term of 12 months, beginning July 1, 2023, and ending June 30, 2024.

SIGNATURES:

Duncan E Jagers

Don Bond

6/29/2023

DATE

09/07/2023

DATE







**TOWN OF ERWIN  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
THURSDAY, SEPTEMBER 7, 2023 AT 7 PM**

**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*

Name	Address	Subject
1. <u>BILL MORRIS</u>		<u>WATER</u>
2. <del>Rebecca Kelly</del>		<del>Rezoning proposal</del>
3. <del>Arthur Brown</del>		<del>Land plan</del>
4. <del>Arthur Brown</del>		<del>Zoning</del>
5. <u>VANESSA Lecl</u>		<u>Zoning</u>
6. <del>Jonathan Charleston</del>		<del>Special Use permit</del>
7. <del>Victoria Clarkson</del>		<del>Special Use permit</del>
8. _____		_____
9. _____		_____
10. _____		_____
11. _____		_____
12. _____		_____



# TOWN OF ERWIN

P.O. Box 459 • Erwin, NC 28339  
Ph: 910-897-5140 • Fax: 910-897-5543  
www.erwin-nc.org

**PROCLAMATION RECOGNIZING  
MICHAEL WEST  
FOR CITIZEN OF THE MONTH  
2023-2024—001**

**Mayor**  
Randy L. Baker  
**Mayor Pro Tem**  
Ricky W. Blackmon  
**Commissioners**  
Alvester L. McKoy  
Timothy D. Marbell  
Charles L. Byrd  
David L. Nelson  
William R. Turnage

**WHEREAS**, the Town of Erwin Mayor and Board of Commissioners, realize that the Town of Erwin's greatest asset is viewed as the citizens that contribute tirelessly and unselfishly of themselves to aid in the well-being of the residents within the community. These citizens display characteristics and qualities in an individual that strive to make a real difference in the lives of children, adults and the elderly without desire for recognition or personal gain; and

**WHEREAS**, Mr. Michael West of 202 Denim Drive, Erwin was born at Good Hope Hospital on July 19, 1956, to Lacy and Sarah West. He graduated highschool in 1974; and

**WHEREAS**, Mr. West married Mary Ann West on July 27, 1975, and their forty-eight years of marriage was blessed with two children, Mica McLamb and Ashley Nelson; and four grandchildren; and

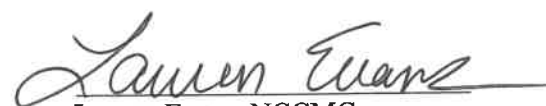
**WHEREAS**, Mr. West has been a native of Erwin his entire life. He worked in the Erwin Mills for twenty-five years and then at Betsy Johnson Hospital performing maintenance work for twelve and a half years. He served as an Erwin Commissioner from 2007-2011. He has been the owner of Ministry Music Group with 13 Gospel Artists for twenty years and the owner of The Crusaders of NC for forty-seven years. He has always been active in his community and his church organizing Gospel at the Gazebo, setting up sound for Town functions, and participating in the STEP program for Erwin. He previously served as a Board Member of the East Coast Gospel Music Association, Lighthouse Gospel Association, Harnett County Gospel Music Association, Church Counsel, and Erwin Area Chamber of Commerce; and

**WHEREAS**, Mr. West helps anyone in need. He gives rides, takes food to elders, and tries to be sure all are taken care of. He is always available for neighbors and sees things that he can do to help them. He believes in being the hands and feet of Jesus; and

**NOW THEREFORE BE IT RESOLVED** that the Town of Erwin Mayor and Board of Commissioners give recognition and appreciation to Mr. Michael West for his valuable contributions to the quality of life in our community and proudly acknowledge Mr. Michael West as the September 2023 Citizen of the Month.

Duly Adopted, this the 7th day of September 2023.

  
Randy Baker  
Mayor

ATTEST:  
  
Lauren Evans, NCCMC  
Town Clerk



# TOWN OF ERWIN

P.O. Box 459 • Erwin, NC 28339  
Ph: 910-897-5140 • Fax: 910-897-5543  
www.erwin-nc.org

**Mayor**  
Randy L. Baker  
**Mayor Pro Tem**  
Ricky W. Blackmon  
**Commissioners**  
Alvester L. McKoy  
Timothy D. Marbell  
Charles L. Byrd  
David L. Nelson  
William R. Turnage

**PROCLAMATION RECOGNIZING  
MRS. LAUREN EVANS FOR HER CAREER MILESTONE OF  
OBTAINING HER NORTH CAROLINA CERTIFIED MUNICIPAL CLERK  
CERTIFICATION**

2023-2024-002

**WHEREAS**, the Town of Erwin Mayor and Board of Commissioners realize that the members of our professional Town Staff are one of our Town's greatest assets; and

**WHEREAS**, Mrs. Lauren Evans has been an employee of the Town of Erwin since November 2020; and

**WHEREAS**, Mrs. Lauren Evans has been a dedicated employee since her first day. She has worked hard and has created new policies and procedures that have improved employee effectiveness and morale as the Human Resources Director; and

**WHEREAS**, Mrs. Lauren Evans has been dedicated to her professional growth. She recently completed the Municipal and County Administration Course with the UNC School of Government in 2023; and

**WHEREAS**, Mrs. Lauren Evans has been awarded with the prestigious designation of being a North Carolina Certified Municipal Clerk from the North Carolina Association of Municipal Clerks on June 1<sup>st</sup>, 2023 (NCAMC); and

**NOW THEREFORE BE IT RESOLVED** that the Town of Erwin Mayor and Board of Commissioners give recognition and appreciation to our Town Clerk Lauren Evans for her dedication to the Town of Erwin and her professional development.

**PROCLAIMED, this 7<sup>th</sup> Day of SEPTEMBER 2023**

**Randy Baker**  
Mayor

**ATTEST:**

**Snow Bowden**  
Town Manager

# Erwin Board of Commissioners

## REQUEST FOR CONSIDERATION

To: The Honorable Mayor and Board of Commissioners

From: Snow Bowden, Town Manager

Date: September 7, 2023

Subject: Erwin Comprehensive Land Use Plan

We have a representative from Stewart, INC. here tonight to make a presentation on this plan. The Planning Board served as our steering committee and put a lot of work into this updated plan. The Planning Board has recommended this plan as proposed for adoption.

### Attachments:

- Draft of proposed Land Use Plan

## MINUTES CONTINUED FROM SEPTEMBER 7, 2023

### PUBLIC COMMENT

Mayor Baker stated 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.

Bill Morris of 127 Bumpas Creek Road came forward and addressed the Board. He stated that as the District 2 Harnett County Commissioner, they have received repeated complaints about the quality of water served in the City. He brought a sample jar of water taken at the end of the prior week. He contacted the County Manager and asked him to direct Harnett Regional Water to find out what the problem was and a plan in place to fix it. He stated he, Commissioner Matthews and Chairman Nichol have all shown support in the matter. He stated he had not spoken in depth with Commissioner Weatherspoon but he did not see any cause as to why he would not support it as well.

Vanessa Lech of 302 N 10<sup>th</sup> Street came forward. She stated she was present to speak on the rezoning request which was removed from the agenda. She asked to comment now because she may not be able to be present at the next Board Meeting. She stated she was for the request, the economic development, and the hundreds of people it would bring. It would improve the quality of life for many people in the community whether they realize it or not. People such as herself drive to Wake County, Holly Springs, Fuquay Varina, etc. to frequent businesses and places that offer Recreational Fitness. That money could be coming here to Erwin if we had more people here to make those purchases. As a pet owner, she greatly valued Petco's opening on 421. There have been many complaints in the last couple of months in Downtown not being as lively and vibrant.

### PRESENTATION OF SEPTEMBER CITIZEN OF THE MONTH

Michael West of 202 Denim Drive was recognized as the September 2023 Citizen of the Month. Mayor Baker presented him with a Proclamation Plaque.

### SPECIAL PRESENTATION

Town Clerk Lauren Evans was recognized for obtaining her North Carolina Municipal Clerk Certification.

### RECESSED

Commissioner Blackmon made a motion to recess at 7:21 PM for a reception and was seconded by Commissioner McKoy. **Motion Unanimously Approved.**

### RECONVENED

Commissioner Blackmon made a motion to go back into regular session at 7:34 PM and was seconded by Commissioner Turnage. **Motion Unanimously Approved.**

## MINUTES CONTINUED FROM SEPTEMBER 7, 2023

### PUBLIC HEARING

#### **Comprehensive Land Use Plan**

Commissioner McKoy made a motion to open the Public Hearing and was seconded by Commissioner Turnage. **The Board voted unanimously.**

Jaquasha Colón of Stewart Group was present to present the Final Draft of the Erwin Comprehensive Land Use Plan.

*The Final Draft of the Erwin Comprehensive Land Use Plan is part of these minutes as an attachment.*

Mayor Baker asked if anyone was present to ask a question or express a concern.

No one came forward.

Town Manager Snow Bowden stated he was happy with the plan; it was a good refresher to our current plan and addressed some changes that had occurred since our last plan was adopted in 2014. It was well-needed and included goals for the Town to work towards.

Mayor Baker thanked the Town Staff and our citizens for their input and help with the plan. This is a regulatory document that the Town must adopt.

Town Manager Snow Bowden thanked the Planning Board for serving as the Steering Committee and a special thank you to Kimberly VanBeck at the Library for helping get the surveys completed for us.

Commissioner Nelson made a motion to close the Public Hearing and was seconded by Commissioner McKoy. **The Board voted unanimously.**

Commissioner Blackmon stated he appreciated the work Stewart Group done.

Commissioner Blackmon made a motion to approve the Erwin Comprehensive Land Use Plan and was seconded by Commissioner Nelson. **The Board voted unanimously.**

#### **SU-2023-005**

Commissioner Blackmon made a motion to open the Public Hearing and was seconded by Commissioner Turnage. **The Board voted unanimously.**

Town Manager Snow Bowden stated that the Town received a special use application for Townhome Development with 90 townhomes total on an undeveloped track of land at the bottom of the hill at the end of N 16<sup>th</sup> Street. The applicant was present.

Representatives of the applicant, Jonathan Charleston and Victoria Clarkson, came forward and was sworn in by Town Clerk Lauren Evans.

Mr. Charleston of 102 Haye Street of Fayetteville, came forward and addressed the Board. He stated he was present to represent the applicant who was also present at the meeting. This project was an application for a Special Use Permit. He stated per the Town's criteria in the Staff Report. Mr. Charleston read through the Findings of Facts in the staff report and the reasonings. He stated he and





# Land Use Plan UPDATE

DRAFT: August 22, 2023

Adoption Date:

# Acknowledgments

## Town Council

Randy Baker, Mayor  
Ricky Blackmon, Mayor Pro-tem, Commissioner-Ward 2  
Charles Byrd, Commissioner-Ward 4  
Billy Turnage, Commissioner-Ward 6  
Alvester McKoy, Commissioner-Ward 1  
Tim Marbell, Commissioner-Ward 3  
David Nelson, Commissioner-Ward 5

## Planning Board

Chairperson Angela Gundersen  
Vice Chairperson Joshua Schmieding  
Board Members: Pat Cameron, Judy Price, Alan West, and Ronald Beasley  
Board Alternates: Rebecca Kelly, Vanessa Lech, and Kathryn Moore

## Town Manager

Snow Bowden

## Town Staff

Town Manager Snow Bowden  
Town Clerk Lauren Evans  
Chris Jones, Code Enforcement  
Linda Williams, Finance Director  
Mark Byrd, Public Works Director  
Jonathan Johnson, Police Chief  
Doug Stevens, Recreation Director  
Bill Dreitzler, Town Engineer

## Special Thanks

Special thanks to the citizens that participated in the development of the plan by taking the survey and attending the public meetings. Also thank you to the Planning Board for serving as the steering committee for the plan.



# STEWART



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# Town of Erwin Land Use Plan







# Chapter 1: Introduction

Project Overview  
Previous Plans  
Public Engagement  
Vision and Goals

# Introduction

## Project Overview

An up-to-date Comprehensive or Land Use Plan is a North Carolina General Statute requirement, but even more, it is an essential tool for guiding a town's growth and development in a way that reflects the community it serves.

In November 2022, Erwin began the process of updating their Land Use Plan. This plan reflects the vision of the Erwin community and sets goals for the future. The plan will be used by planning staff, governing bodies, and developers as a guide for future development, land use decisions, and policy direction.

The plan contains recommendations and strategies that will help Erwin achieve its short-term and long-term future goals. Land Use Plans also include a new Future Land Use map, which depicts the intended development pattern for the town's future. The Erwin Land Use Plan Update will serve as an update to Erwin's 2014 Land Use Plan.

## Process

Erwin's planning process consisted of data-driven analysis paired with multiple community engagement activities. A project steering committee reviewed project materials and ensured stakeholders and the public were engaged at the appropriate times to provide input and feedback on the direction of the Plan.

The Plan's Vision and Goals section (p. 24-25) forms a foundation for the plan. The goals and sections of the plan are based on the four planning topic areas that were analyzed and developed in detail, culminating in a series of recommendations and implementation strategies.

Community engagement was a significant component of this plan. Outreach included two public meetings, a community survey, and conversation with dozens of Erwin residents and community members. Highlights from public engagement activities are described in further detail in this chapter.

## General Project Schedule



## What is a Land Use Plan?

Land use plans, or comprehensive plans can impact the future layout and landscape of a jurisdiction for many years to come. Planning is an important tool for jurisdictions to guide future development for residential, commercial, industrial, and public activities.



It is an expression of the community's vision for the future with a strategic map to reach that vision.



It is an advisory or guiding document that sets forth a vision and goals for the area's future and provides the overall foundation for all land use regulation.



It is required by the State of North Carolina for jurisdictions that want to enforce zoning regulations and must be reasonably maintained. It is a policy document that shapes land use decisions, but it is not a legal ordinance.

The planning process helps communities identify issues before they arise, stay ahead of trends in land use development and redevelopment, and anticipate and navigate community trends and land use patterns.



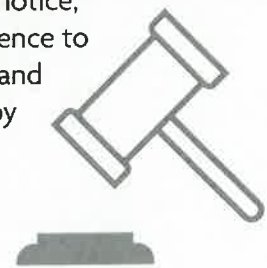
### Input

Adopting and amending a land use plan should be a dynamic public process with an eye toward implementation. Public participation ensures broad and ongoing support, brings a variety of information and perspectives, and instills a sense of community ownership in the plan.



### Adoption

The adoption process follows the same requirements as a legislative zoning decision: published notice, public hearing, reference to the planning board, and a motion and vote by governing board to adopt.





# Town of Erwin Land Use Plan

## Previous Plans

### Town of Erwin Land Use Plan (2014)

The existing Erwin Land Use Plan, completed in 2014, is an update from the 1999 plan. The vision from 2014 was intended to be achieved over a ten-year period.

*2014 LUP Vision: The Town of Erwin is a bustling, friendly community with a solid employment base, a variety of housing options, and an array of recreational activities. It combines the best attributes of small-town living with the convenience of proximity between two large urban areas. Its mill town heritage is celebrated while new industries are welcomed. Erwin is truly a place that has pride in its past and hope in its future.*

The vision is supported by four thematic goals. Many recommendations remain relevant to the Town and have been incorporated into this Plan. Important goals and recommendations are included below:

1. Establish a land use pattern that promotes economic development while protecting the character of the town.

#### » Recommendations

- Use the Future Land Use map to guide zoning and development decisions to ensure that the scale and intensity of development is consistent with the availability of infrastructure and compatible with surrounding land uses.
- Establish a clear set of Zoning and Subdivision standards that are flexible and easy to understand and promote economic development while protecting the character of the community.
  - Action items included combining existing ordinances into a unified development ordinance, the examination of existing zoning

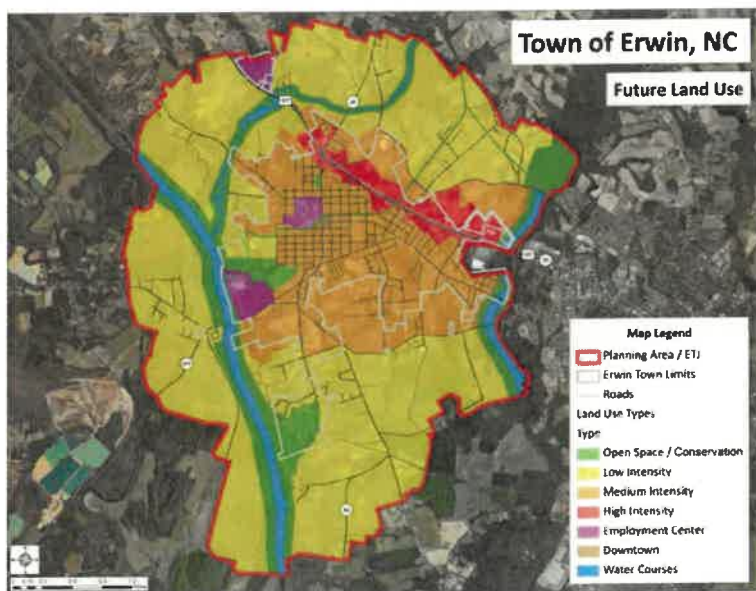
districts, aligning the existing zoning ordinance to be consistent with NC G.S. 160D, including design standards to enhance existing corridors and gateways, and more.

- Allow for and encourage a variety of housing types to accommodate residents in all stages of life.
  - Action items included providing more flexibility for residential zoning districts by basing on overall density rather than lot size and permitting multi-family residential uses in upper floors in the Central Business District.

2. Promote economic development and encourage employment generating industries to locate in the Erwin area.

#### » Recommendations

- Encourage the redevelopment of the mill property as an employment center.



The 2014 Land Use Plan included a Future Land Use Map that has guided growth and development decisions for the past 8 years. An updated Future Land Use Map is included in Chapter Three of this plan.

- Action items included creating a master plan for the mill, developing public/private partnerships to leverage the redevelopment of the mill, partnering with Campbell University’s School of Business, and actively pursuing brownfield redevelopment grants.

— Continue to work with Harnett County Economic Development Commission, Erwin Area Chamber of Commerce, Dunn Area Chamber of Commerce, and Lillington Area Chamber of Commerce to actively market the Erwin Business Complex (*former mill site*) and other areas with large development or re-development potential.

- Focus on the development of properties along Highway 421 for uses with a regional draw while promoting the small-town character of Erwin with gateway and corridor development standards.

- Action items included marketing the Public Works site as an economic development site, requiring landscaping, screening, curb and gutter, building design standards and access management along major corridors, and working with property owners along Highway 421 to rezone full parcels for commercial purposes.

- Conduct a strategic marketing and economic development study and a coordinated Town branding initiative.

3. Encourage the revitalization of Downtown Erwin to thrive as the center of commerce and government for the Town’s residents.

» Recommendations

- Reinststate a Downtown Erwin Committee to update and continue implementation of the recommendations from the NC STEP program and Downtown Erwin Concept Plan.

- Develop a new façade design and improvement grant program to encourage downtown property and business owners to make improvements to buildings.
- Continue to make streetscape improvements including sidewalks, landscaping, benches, and signage.
- Complete the National Register District study and strongly consider the benefits of designation, like rehabilitation tax credits.
- Proactively rezone portions of the existing central business district to more accurately reflect the extent of downtown Erwin.

4. Provide and maintain adequate infrastructure, services and a safe and efficient multi-modal transportation network that accommodate the demand from proposed land uses, sustain and improve existing development and promote economic development of the Town.

» Recommendations

- Work with Mid-Carolina Rural Planning Organization (*RPO*) and NCDOT to make improvements to US Highway 421 and follow the Comprehensive Transportation Plan (*CTP*).
- Apply for NCDOT pedestrian and bicycle planning grants in order to prepare master plans for pedestrian and bicycle facilities that incorporate opportunities for utilizing existing streets and rights-of-way through complete street policies such as road dieting.
- Budget funds annually to complete priority sidewalk and trail segments.
- Promote recreation facilities that provide a variety of activities for all residents.
- Maintain and update recreation facilities as needed.
- Work with Harnett County to maintain water and sewer infrastructure and capacity.
- Pursue opportunities to develop equestrian related recreation trails within the community.

## Town of Erwin Land Use Plan

### Erwin Community Economic Recovery & Resiliency Initiative (2022)

The Town of Erwin worked with the Erwin Chamber of Commerce and the North Carolina Main Street & Rural Planning Center (NC MS&RP) to draft a report to improve the Town's economic resiliency. The Community Economic Recovery and Resiliency Initiative (CERRI) was developed by the NC Department of Commerce's Rural Planning Program to assist small towns and other rural communities recover from the economic impacts of the COVID-19 pandemic and build resiliency going forward. The project ran from May 2022 through to October 2022 and included the creation of a planning committee, data gathering, detailed analysis, recommendations for the Town and partnering entities, and the creation of an implementation plan to achieve the goals of the Erwin CERRI report.

The recommendations from this plan are organized into two strategies: making Erwin a destination and improving the quality of life for all residents. Within those strategies, actions are organized into two categories: community economic resiliency and small business support. Actions recommended in the CERRI Implementation Plan include a purpose, task breakdown, cost estimate, identified parties completing or assisting in the execution, and a projected completion date. Most of the actions with a date specified are expected to be completed before 2025.

There are a number of action items that fall within the comprehensive land use planning purview. Many are underway, others remain relevant. These include:

- ◆ Action 1.4: Consider Development of Erwin Highway 421 Commercial Overlay District
- ◆ Action 1.7: Provide Design Assistance and Incentives for Downtown Buildings
- ◆ Action 1.8: Develop Process to Communicate Proposed Ordinance/Policy and Changes That Impact Business



### Community Economic Recovery & Resiliency Initiative

FINAL DRAFT September 26, 2022



### TOWN OF ERWIN CERRI REPORT 2022

- ◆ Action 2.1: Develop "Denim Depot Junction/Crossing" as textile museum, events area w/stage, and food truck court
- ◆ Action 2.2: Encourage Redevelopment of the Erwin Mill Property
- ◆ Action 2.3: Research and Apply for Bicycle/Pedestrian Planning Grants
- ◆ Action 2.4: Update Existing Wayfinding Signage System
- ◆ Action 2.5: Expand sidewalk connectivity between residential and commercial districts and recreational areas.



## Town of Erwin Code of Ordinances (2021 Update)

The Town of Erwin has a code of ordinances hosted on Municode with chapters available for download. The ordinances have been updated over time.

The Zoning Ordinance does not include a Table of Permitted Uses, but individual zoning districts list permitted principal, permitted accessory, and special or conditional uses. In addition, the zoning districts define dimensional requirements and setbacks. Parking, lighting, and signage are defined by the building use and not by a district standard. Incentivized open space reservations are defined for residential developments such as planned unit developments (PUDs), condominiums, and town homes. The percentage of common open space within the residential area coincides with a percent density bonus, capping at a 25% density bonus for 70% or more open space in a residential development. The smallest bonus attainable is a 4% density bonus for 10-19% common open space.

The base districts listed in the ordinance are as follows:

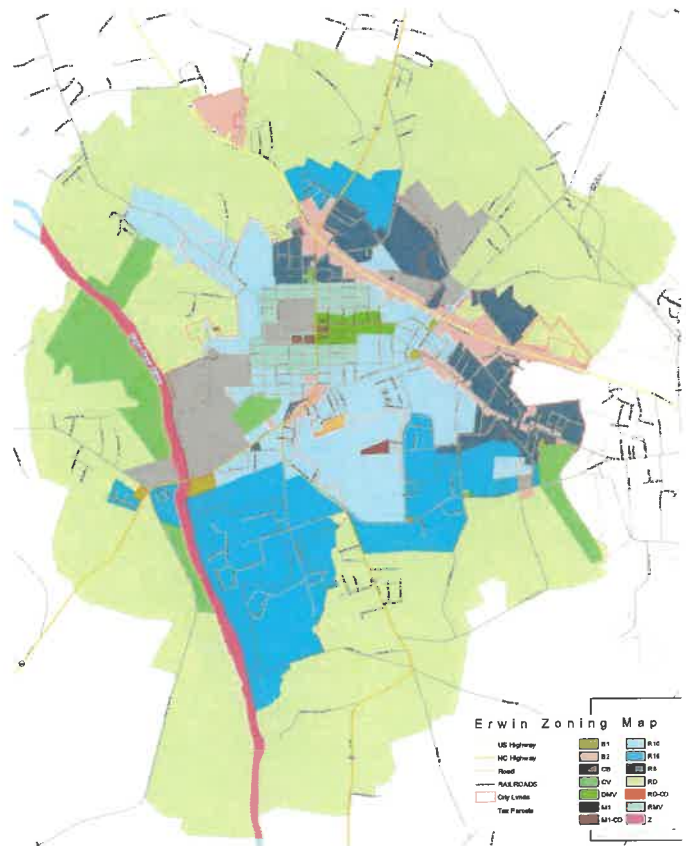
- ◆ RD - Rural District
- ◆ R-15 Residential District
- ◆ R-10 -Residential District
- ◆ R-6 Residential District
- ◆ CB Central Business District
- ◆ B-1 Neighborhood Business District
- ◆ B-2 Highway Business District
- ◆ M-1 Industrial District
- ◆ CON Conservation District
- ◆ MHP Manufactured Home Park District

The main differences between districts are the dimensional requirements (*i.e. minimum lot sizes*) and permitted uses. For each district there are special uses that require a special use permit. While the special use process offers more flexibility for uses in most districts, it may be a barrier to certain uses that are appropriate. The added step of applying for a special use permit, and the effort of navigating a public hearing may deter these uses where they should be encouraged based on the intent of the district.

Overlay districts shown are:

- ◆ RMV Residential Mill Village District
- ◆ DMV Downtown Mill Village District

The Mill Village Districts (*DMV and RMV*) were recently created to provide more flexibility for appropriate infill near downtown.



## Town of Erwin Land Use Plan

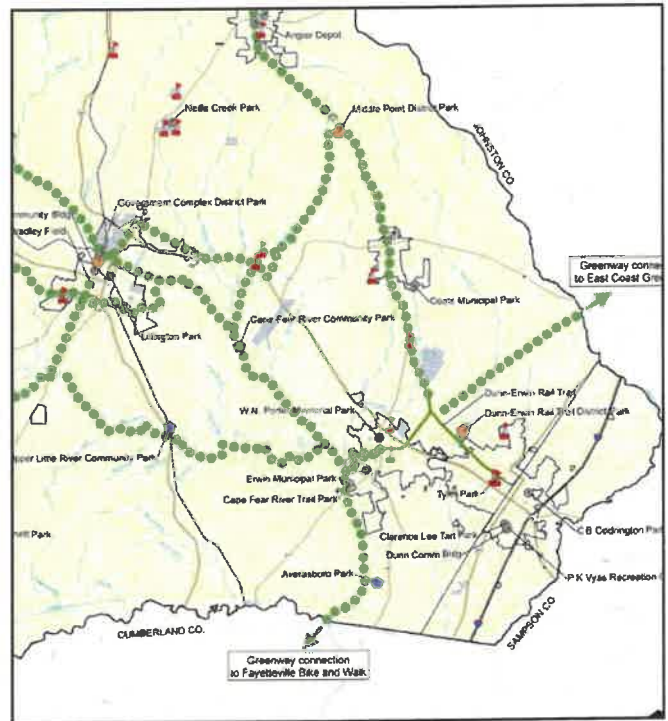
### Harnett County Parks & Recreation, Greenway, & Blueway Master Plan (2017)

The 2017 Harnett County Parks Master Plan was developed in response to the rapid growth and increased demand of parks in the County system. The overarching goals for this document included connecting communities and destinations through a greenway trail system, enhancing recreation opportunities in underserved areas, grow the types and frequency of recreational programming in the County, and manage existing facilities and propose new facilities with fewer barriers to entry.

The Town of Erwin is served by three parks and the Dunn-Erwin Rail Trail, and the parks in Dunn are also within a close proximity. Recommendations from this plan include greenway connections from Erwin Municipal Park along the Cape Fear and Upper Little Rivers, which would connect Erwin to three different proposed community parks, and a connection from the Dunn-Erwin Rail Trail to the East Coast Greenway. The plan also called for the Cape Fear and Upper Little Rivers to serve as blueways, with the addition of 8 proposed river access points. Currently, there is an existing river access point in Erwin at the Cape Fear River Trail Park. The plan also suggested that the County acquire approximately 100 acres for a proposed Dunn-Erwin Rail Trail Park along the Black River and between Dunn and Erwin.

### Grow Harnett County: Comprehensive Growth Plan (2015)

The Harnett County Growth Plan is a guide for development in the County, and built upon previous planning efforts in the County, public engagement, and an analysis of the existing conditions at that time. The Harnett County Land Use Plan designates the area around Erwin as an area of “Municipal Growth.” This is the most urban designation the plan has.



The Harnett County Proposed Greenways Map shows the existing Dunn-Erwin Rail Trail and a future greenway along the Cape Fear River.

## Harnett County Comprehensive Transportation Plan (CTP) (2016 addendum, 2011 adoption)

- ◆ Called for new location of 421 that would bypass Erwin and Dunn and connect to I-95
- ◆ Upgrades to NC 55 and Denim Drive/Erwin Road to meet boulevard requirements
- ◆ Major Thoroughfares were planned to provide additional connectivity in the southeast part of Erwin and the western part of Dunn.

### » Erwin

- 13th Street, Local ID: HARN0062-P: from B Street to H Street
- B Street, Local ID: HARN0063-P: from 13th Street to terminus

The 2011 Harnett County CTP, which has incorporated updates in 2013 and 2016, identifies a number of projects in Erwin. The status of each project needs to be determined.

### *NC 55 from the Wake County line to US 421, Local ID: R-2540*

The CTP projected NC 55 from Wake County to NC 27 in Coats to be overcapacity in 2035. Improvements to this corridor are expected to relieve congestion and improve connectivity from between NC 55, US 421, and I-95. The southernmost segment of this corridor ends in Erwin. This segment is recommended to be constructed as a boulevard with a grass median and 12-foot lanes. There is also a recommendation for a Rail Trail multiuse path on the abandoned rail line that runs parallel to NC 55 north of Erwin.

### *US 421 Bypass and Powell Street Extension From Avery Road (SR 2013) to Interstate 95, Local ID: HARN0010A/B/C/D-H*

The US Highway 421 bypass to I-95 would circumvent Erwin and Dunn and could impact growth in the northern part of both municipalities. As a significant

connector for moving people and freight across the county, the proposed bypass would facilitate connections that could open the northern part of Erwin up to development and potentially reduce traffic along both US Highway 421 and Erwin Road through the Town of Erwin, as the existing US Highway 421 is projected to be over capacity by 2035. The CTP predicts the bypass would increase low density commercial uses and industrial clusters around the road because of the increased connection to I-95. This facility is recommended as a 4-lane expressway or freeway from US 421 to I-95.

### *Dunn-Erwin Southern Truck Connection, Local ID: HARN0020-H; Longbranch Road (SR 1002), Local ID: HARN0021-H*

The CTP proposes a Dunn-Erwin Southern Truck Connection to reduce the number of large trucks using US 421 to connect with I-95. To lighten truck traffic traveling through the downtowns of both Erwin and Dunn, the CTP recommends improvements to offer an alternate route to I-95 south of Dunn. This project would also include updates to the Longbranch Road interchange. When realized, this project could open the south side of town for commercial and industrial development. The CTP recommends this to be a new 5-lane major thoroughfare with a center turn lane, bicycle lanes, curb and gutter and sidewalks.

### *Interstate 95 from Johnston County line to Cumberland County line, Local ID: I-4745*

I-95 in Harnett County has been recommended for interchange improvements, bridge repair, and widening. Improvements to the interstate can impact the development in Erwin. Major industries that use freight would benefit from these interchanges, and the area could see increased low density commercial development at interchanges.



# Town of Erwin Land Use Plan

*NC 217 between NC 82 and US 421, Local ID: HARN0014-H*

This segment in Erwin was identified as having three different cross sections in the CTP and is expected to be over capacity in 2035. This project recommends a four-lane boulevard section with bicycle and pedestrian facilities.

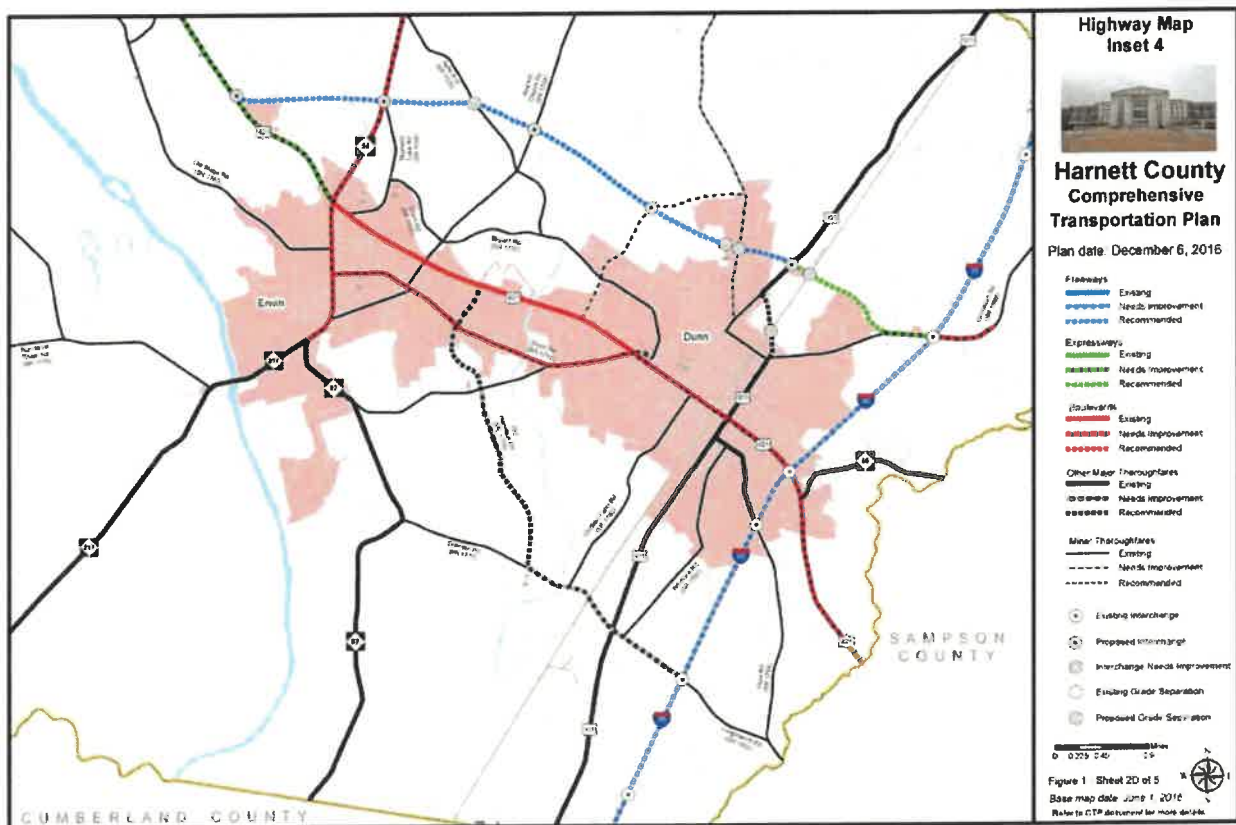
*Erwin Road (SR 1718) and Denim Drive, Local ID: HARN0045-H*

Erwin Road (SR 1718) from US 421 to Denim Avenue and Denim Avenue from Erwin Road to NC 82 are expected to be over capacity in 2035. Currently a two-lane facility, improvements proposed are to provide a four-lane boulevard facility with a concrete median, bicycle lanes, and sidewalks.

*Public Transportation and Rail: Fixed Deviated Route, Local ID: HARN0002-T; Park-and-Ride in Downtown Erwin, Local ID: HARN0005-T*

The CTP 2016 addendum included a proposed HARTS (Harnett Area Rural Transit System) fixed deviated bus route that would connect Angier, Dunn, Erwin, Lillington, Coats, and Campbell University. Park-and-Ride locations were proposed in each municipal downtown area and at the Campbell main campus and nursing school.

## Harnett County Comprehensive Transportation Plan Highway Map (2016)



### Pedestrian and Bicycle Recommendations

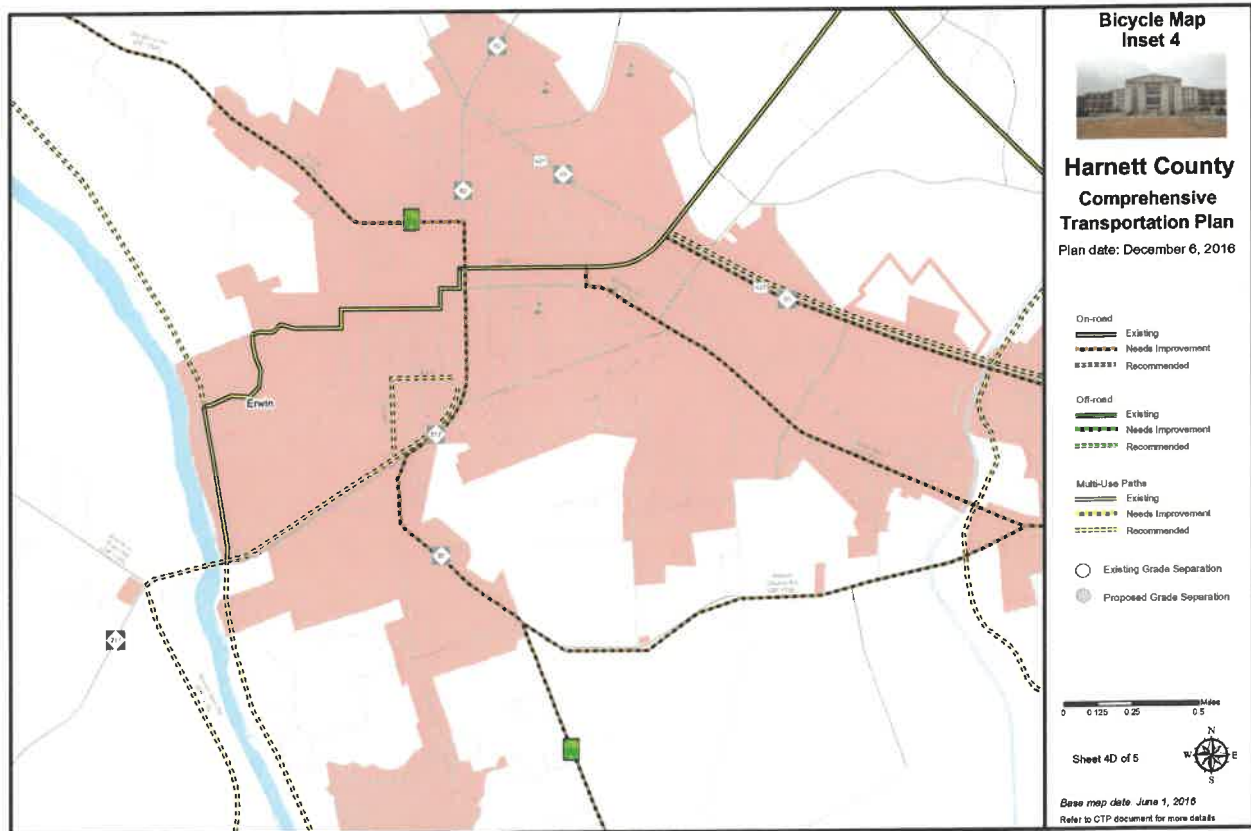
Harnett County has a county-wide bicycle route that runs from Wake County to New Hanover County. Cape Fear Run, which is NC Bike Route 5, is recommended for improvements through the whole county by providing on-road bike lanes to each side of the roadway it follows. In Erwin, NC Bike Route 5 travels along Old Stage Road and NC Highway 82. On-road facilities and multi-use paths are recommended on East Jackson Boulevard (US 421 and NC 55) from Dunn to the Dunn-Erwin Rail Trail. On-road bike facilities are also recommended on East Denim Drive/Erwin Road and Antioch Church Road from Dunn and ending at the existing bike facilities (NC Bike Route 5 and the Dunn-Erwin Rail Trail). Sidewalks are recommended on 13th Street from H Street (or Dunn-Erwin Rail Trail) to B Street and on

B Street from 13th Street and ending where West B Street ends (HARN0062-P, HARN0063-P).

The following projects are recommended as 10-foot wide paved multiuse paths with a 40-foot right-of-way.

- ◆ Cape Fear Trail, Local ID: HARN0005-M, a 27.3 mile trail from the Cumberland County line to US 421.
- ◆ Erwin Park Connection, Local ID: HARN0009-M, a 1.3 mile trail from NC 82 to the recommended Cape Fear Trail.
- ◆ NC 55 Rail Trail, Local ID: HARN0012-M, a 10.7 mile trail from Old Buies Creek Road to existing Rails to Trails path north of Erwin.

### Harnett County Comprehensive Transportation Plan Bike/Ped Map (2016)



# Town of Erwin Land Use Plan

## Fayetteville Area Metropolitan Planning Organization (FAMPO) / Cumberland County Draft Comprehensive Transportation Plan (2022)

### Relevant Highway Recommendations

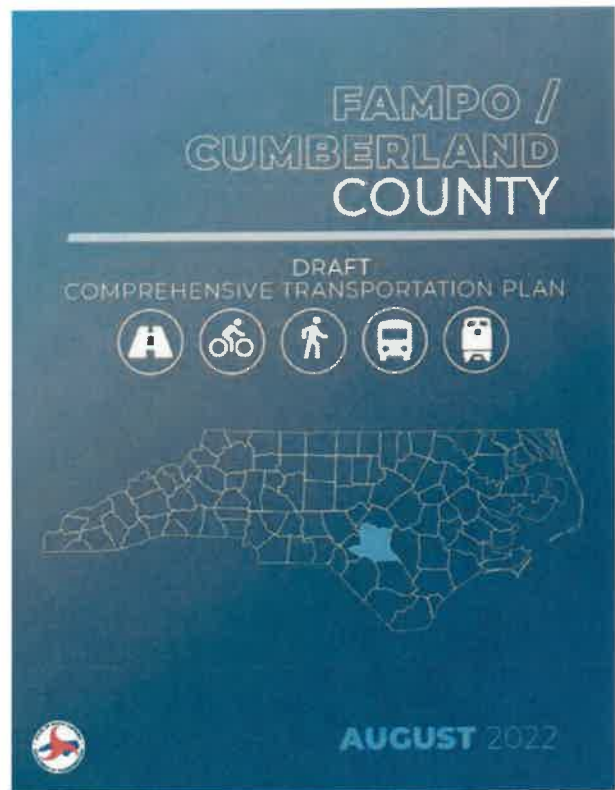
- ◆ **53 – I-95 Widening, I-5986A:** From I-95 Business/ US 301 (Exit 56) to SR 1002 (Long Branch Road-Exit 71) | 14.01 miles  
This project, I-95 From I-95 Business/US 301 (Exit 56) to SR 1811 (Bud Hawkins Road) (Exit 70), is a Statewide Mobility project that assists with congestion and mobility.
- ◆ **56 – US-401 Widening, R-2609:** From Multi-Lanes North of Slocumb Road in Cumberland County to NC 217 near Lindon | 8.34 miles  
The project proposal is to upgrade US 401 from North of Slocumb Road in Cumberland County to NC 217 near Linden to 4A- 4 lane divided (46' depressed median) with paved shoulder. It is a Regional Impact project that assists with congestion and mobility.

### Public Transportation and Rail Features

- ◆ Amtrak / Freight Route
- ◆ Current Railroad

### Bicycle and Pedestrian Facilities near Erwin

- ◆ **354 – Multiuse Path – Burnett Rd Trail – FAMPO054-M**  
From Cape Fear River to Burnett Rd | 1.17 miles  
This Project provides connection between proposed FAMPO026-M, FAMPO109-M and FAMPO053-M projects.
- ◆ **409 – Multiuse Path – Cape Fear Multi Use Trail (East), FAMPO109-M**  
Along Cape Fear River Trail from Harnett County to Burnett Rd Trail | 1.98 miles  
This recommendation is along Cape Fear River and provides connection to proposed FAMPO054-M project.



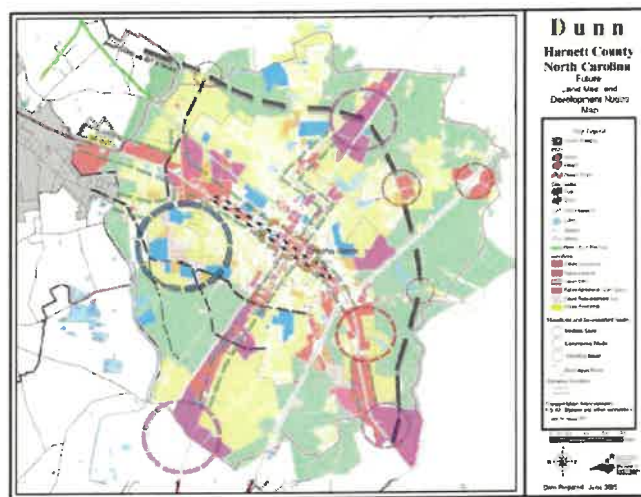


## Other Plans Reviewed Dunn Land Use Plan (2022)

The Dunn Land Use Plan was adopted in December 2022, following the adoption of a Strategic Vision Plan in 2021. The new plan includes a Future Land Use map that encourages the continued revitalization of downtown and several unique gateways and corridors within the City. Additional recommendations focus on transportation, infrastructure, parks and natural resources, and cultural resources. Facilities, amenities, employment opportunities, and commercial areas in Dunn are readily accessible to Erwin residents. As the Black River runs between Dunn and Erwin, there is a shared responsibility to protect this asset and minimize or mitigate impacts to the river, as well as the wetlands, floodplains, and stream corridors that are included in the area's watershed.

## Imagine Dunn Strategic Vision Plan (2011)

The City of Dunn's Strategic Plan was the result of a partnership between the City of Dunn and the Dunn Area Chamber of Commerce. It establishes a plan for the City to increase its prosperity for all while preserving and enhancing its community character over the next twenty years, a time in which the City expects to grow as a result of its proximity to the Triangle area. It was created using public feedback and market research and resulted in a Vision that will guide Dunn over the next twenty years. It includes focus areas for the plan (otherwise known as strategic themes), and goals and strategies to achieve the vision, in addition to a branding package. The strategic themes were quality of life, planning for growth, business development, community character, market positioning, partnerships with area organizations. Of the selected top 10 priorities and strategies from this plan, the ones of interest to the Erwin are: enhance gateway entrances and promote community identity and brand, implement a comprehensive wayfinding strategy, and transform commerce corridors into parkways with consistent design elements and pedestrian connectivity.



City of Dunn, NC - 2020 Land Use Plan - NC Division of Community Assistance - Southern Planning and Office 07

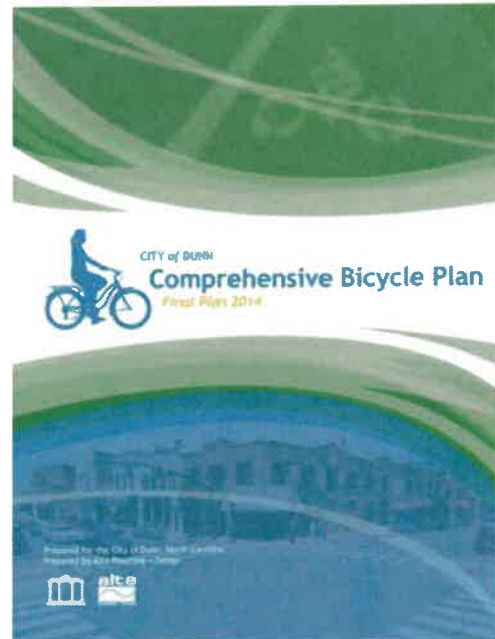


## Town of Erwin Land Use Plan

### City of Dunn Comprehensive Bicycle Plan (2014)

The Dunn Comprehensive Bicycle Plan introduces methods for improving cycle safety and connectivity within the City. It identifies ten priority road and trail projects based on safety of the current conditions, proximity to destinations, and other factors. It also suggests programs for wayfinding, youth cycling education, and introducing cycling events in the city. In the Plan's policy review section, the Bicycle Plan provides suggestions for improving City ordinances to encourage a cycle-friendly built environment.

The Dunn Comprehensive Bicycle Plan recommends paved shoulders for US Highway 421/NC Highway 55 (*East Jackson Boulevard in Erwin and West Cumberland Street in Dunn*) and Erwin Road and Avasboro Road in Dunn, which are named Denim Drive and Antioch Church Road in Erwin, respectively. The plan also proposes a multiuse trail along the Dunn side of the Black River, from Susan Tart Road to Friendly Road in Dunn. This was originally carried over from the Harnett County Comprehensive Transportation Plan. The multiuse trail is split into two projects from the Dunn-Erwin Rail Trail. These three projects are priority projects 4, 8 and 9 for the Dunn Comprehensive Bicycle Plan.





## Public Engagement

### Steering Committee

The Steering Committee consists of Planning Board members. It convened four times throughout the planning process.

### Stakeholder Interviews

On March 9, 2023, the project team meet with four groups of people with a range of expertise on multiple topics. Stakeholders were chosen based off their knowledge and involvement with different issues in the Town of Erwin.

Session	What We Heard
Developers, Builders, Downtown Stakeholders	<ul style="list-style-type: none"> <li>◆ Commercial business development difficult.</li> <li>◆ Adequate infrastructure for business development should be provided: water, sewer, roadways.</li> <li>◆ Developers are afraid of being the first.</li> <li>◆ Lack of food and entertainment options.</li> <li>◆ Encourage redevelopment of Mill Site.</li> </ul>
Local and Regional Government, Staff, Transportation, Public Works, Utilities, Etc.	<ul style="list-style-type: none"> <li>◆ Willingness to change is going to determine Erwin's success.</li> <li>◆ Small town atmosphere should be preserved.</li> <li>◆ Bars and Breweries would be beneficial for local business.</li> <li>◆ Mill needs commercial development.</li> <li>◆ Make Erwin competitive.</li> </ul>
County, Parks, and School	<ul style="list-style-type: none"> <li>◆ Adding connectivity and expanding the Rail Trail.</li> <li>◆ Municipal Park needs upgrades.</li> <li>◆ The need for additional capacity at the local public schools.</li> </ul>
Neighborhoods, Environmental, and Cultural Groups	<ul style="list-style-type: none"> <li>◆ Residents would like to see more things to do for families.</li> <li>◆ The need for more sidewalks</li> <li>◆ The want for community involvement.</li> <li>◆ Opportunities to embrace change and diversity as Erwin grows.</li> <li>◆ Preserve the past.</li> </ul>

# Town of Erwin Land Use Plan

## Public Meetings

Two public meetings were held in varying stages of the process. The first public meeting was held at the Erwin Town Hall in the Town Board Room. The first public meeting was held on May 9th from 5:00PM-7:00 PM at the Town Board Room. Prior to this meeting, residents were invited to Taco 'Bout the Town' at the public library to enjoy tacos and informal discussions about their vision and priorities for the plan update. The second was held at the First Free Will Baptist Church located at 300 W N Street. The purpose of these public meetings was to gather input on major issues and priorities, along with providing updates throughout the process. At all meetings residents provided input in multiple ways through comment forms, and mapping, visioning, and prioritization activities.

## Survey

The project survey ran for approximately three months from March to June 2023 and received 118 responses. The survey featured multiple choice, ranking, and open-ended questions, allowing respondents to provide more detail about their vision, goals, and priorities for the future of Erwin.

The survey consisted of 20 questions, with 12 questions being specifically about the Town of Erwin. The remaining questions are a combination of demographic questions and questions pertaining to local connections to Erwin. These questions are to help gauge if the survey is reaching a group of people that is representative of the Town's actual population, including those who recently moved here, those who have never left, and everyone in between.

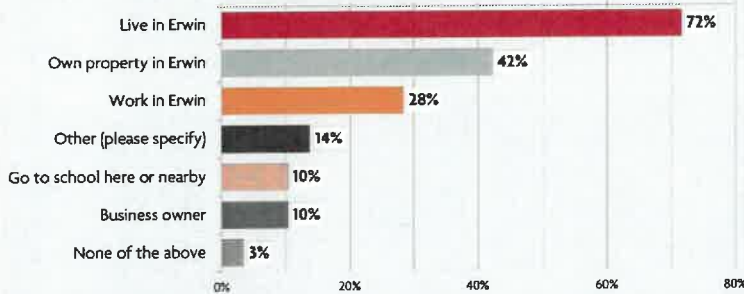




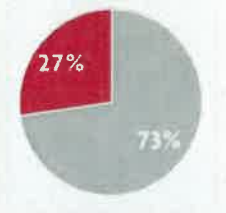


# Survey Results

## 1. How do you relate to Erwin? *(Select all that apply)*

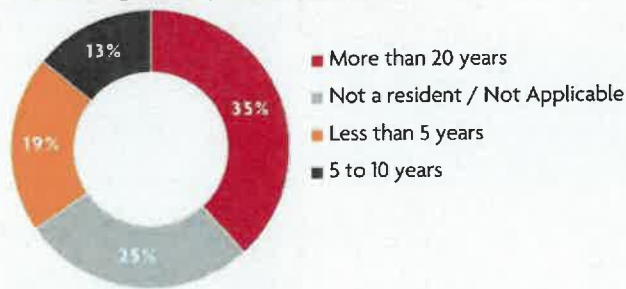


Nearly 3 out of every 4 respondents live in Erwin.



■ Resident of Erwin  
■ Not a resident / Not Applicable

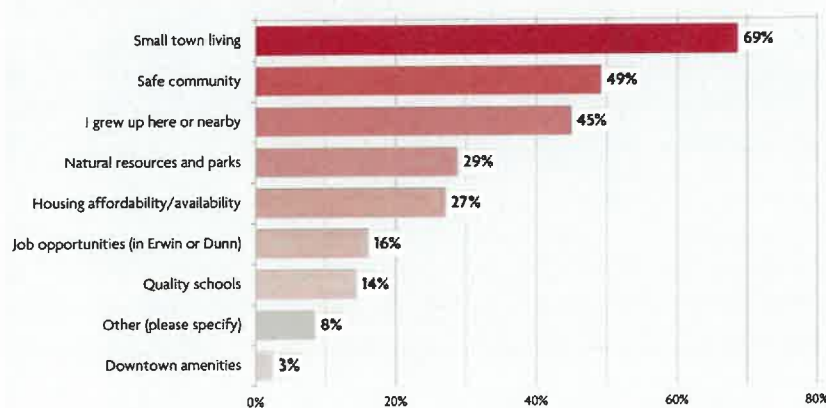
## 2. If you are a resident of Erwin, how long have you lived here?



## 3. What do you value most about Erwin?

**“Its small town roots.”**  
**“Its my home town. It is small, friendly, and a good place to live.”**

## 4. What are your top three reasons for living in or visiting Erwin? *(Select all that apply)*



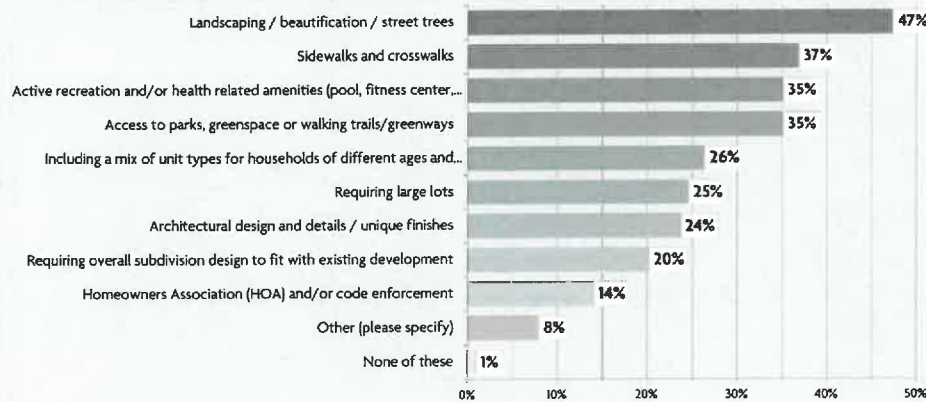
## 5. What are your top three priorities for the future of Erwin?

1. More Commercial Businesses *(Restaurants, Retailers)*
2. Revitalizing Downtown
3. Safety / Crime
4. Need For More Jobs & Employment
5. Outdoor Recreation Opportunities

# Survey Results

## 9. For new neighborhoods, what qualities do you think are most important?

(Select all that apply)

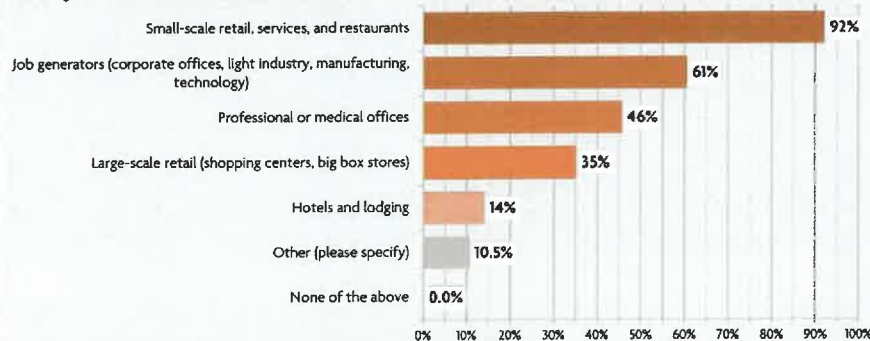


## 8. Rate your preference to seeing these housing types in and around Erwin?



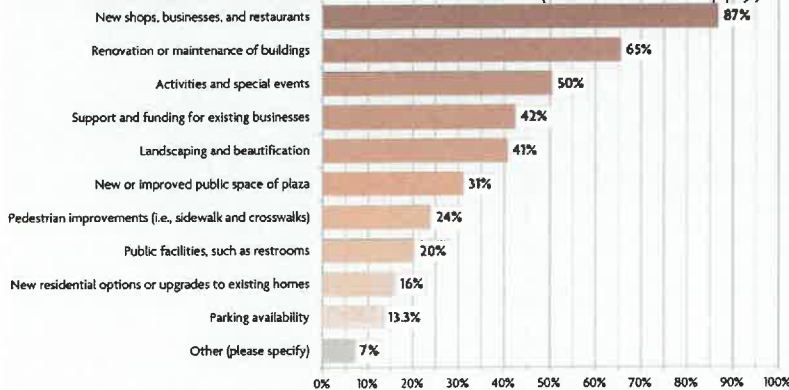
## 10. What type of commercial development do you think Erwin needs?

(Select all that apply)



## 13. What are your biggest priorities for Downtown Erwin?

(Select all that apply)



## 14. What is your vision or goal for Erwin?

“To have an economy that is self sufficient from Dunn like in the old days like my great grandmother talked about. When Erwin had a zoo, pool, and it was a destination.”

“To attract young families with places to shop, eat and work. A ‘Hallmark’ town.”



## Town of Erwin Land Use Plan

### Vision & Goals

A vision statement describes where the Town of Erwin wants to be in the future based on community values and aspirations. This vision statement builds upon past planning efforts and public engagement throughout the planning process. It provides insight to ensure the Town of Erwin continues to recognize its history, proximity to larger regions, maintains a small town community feel, and provides a variety of housing types for its current and future residents.

Four goals were developed focused on the following planning topic areas:

- ◆ Land Use and Housing
- ◆ Transportation, Infrastructure, and Services
- ◆ Parks and Natural Resources
- ◆ Economic Development

### Town of Erwin Land Use Plan Vision Statement

***“The Town of Erwin is a growing, friendly community with a variety of housing and local businesses and an array of recreational activities. It combines the best attributes of small-town living with the convenience of proximity to Campbell University, Raleigh and Fayetteville. Its mill town history is remembered while new residents and businesses are welcomed to help build the future.”***

## Goals

Goals were developed through public comment, stakeholder interviews, and discussion with steering committee members. These goals guided the creation of recommendations for this plan and the Future Land Use Map and associated character areas. They address multiple planning topic areas that are represented by the icons below. Although, the goals are numbered, this **does not** indicate level of priority or importance - all goals have equal weight.



### Land Use and Housing

Goal 1: Establish a land use pattern that promotes economic development and housing diversity while protecting the character of the town.



### Transportation, Infrastructure, and Services

Goal 2: Enhance existing infrastructure and services while providing safe and efficient multi-modal transportation.



### Parks and Natural Resources

Goal 3: Provide equitable access to parks and natural areas while continuing to increase opportunities to access the Cape Fear River.



### Economic Development

Goal 4: Promote the Town of Erwin to attract businesses and investment that increase the tax base and create local jobs.



## A large, stylized graphic logo with a red and white color scheme. It features the words "Land Use" at the top, "ERWIN" in a large, bold, white serif font in the center, and "Plan" at the bottom, all within a red and white border.

Pizza House  
910-897-8977

NO BICYCLES  
SKATEBOARDS  
OR ROLLERBLADES  
ON SIDEWALKS





# Community Assessment

History  
Study Area  
Existing Land Use  
Demographics & Economy  
Infrastructure  
Parks and Natural Resources

# Town of Erwin Land Use Plan

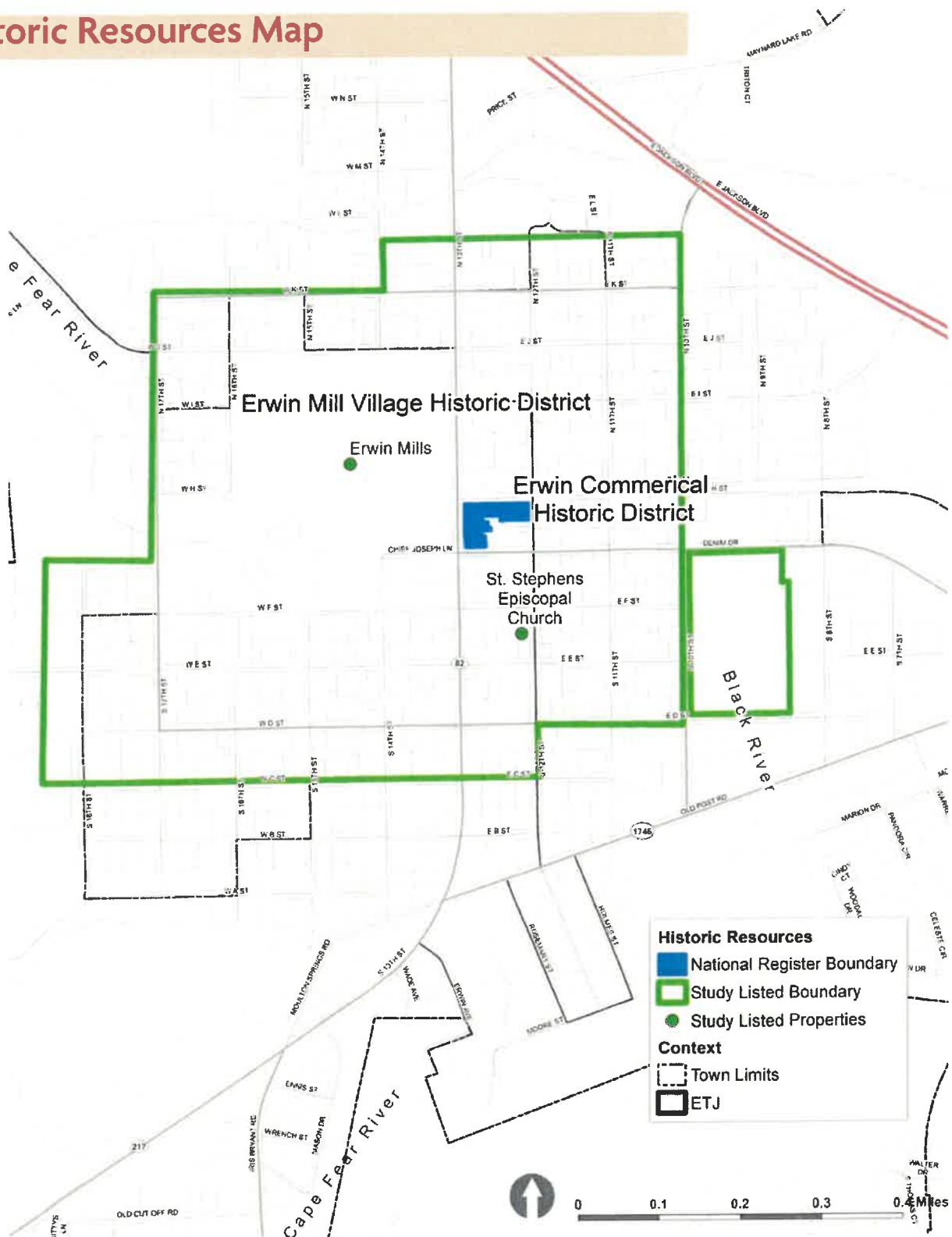
## History

The Town of Erwin was established in the Sandhills of North Carolina in 1855. The town's history stretches back to the colonial times through its connections to the nearby colonial settlement of Averagesboro. Timber rafters would travel along the Cape River and would stop for the night in the area. Although long abandoned, historical accounts of Averagesboro during the Revolutionary War and as the site of one of the last battles of the Civil War, bring a rich history to the Town of Erwin which can still be explored today.

Originally, the town was known as "Duke" after the company shareholders who built the Erwin Cotton Mill in 1902. Today's existing local historic district, known as the Erwin Commercial Historic District, represents Erwin's founding as a mill town and its greatest growth period in the early 1900s. In 1926, the town was renamed Erwin due to the formation of Duke University. The Erwin Commercial Historic District remains intact and includes eleven contributing commercial buildings that are representatives of the design, setting, materials, workmanship, feeling, and historical character of the downtown.



# Historic Resources Map





# Town of Erwin Land Use Plan

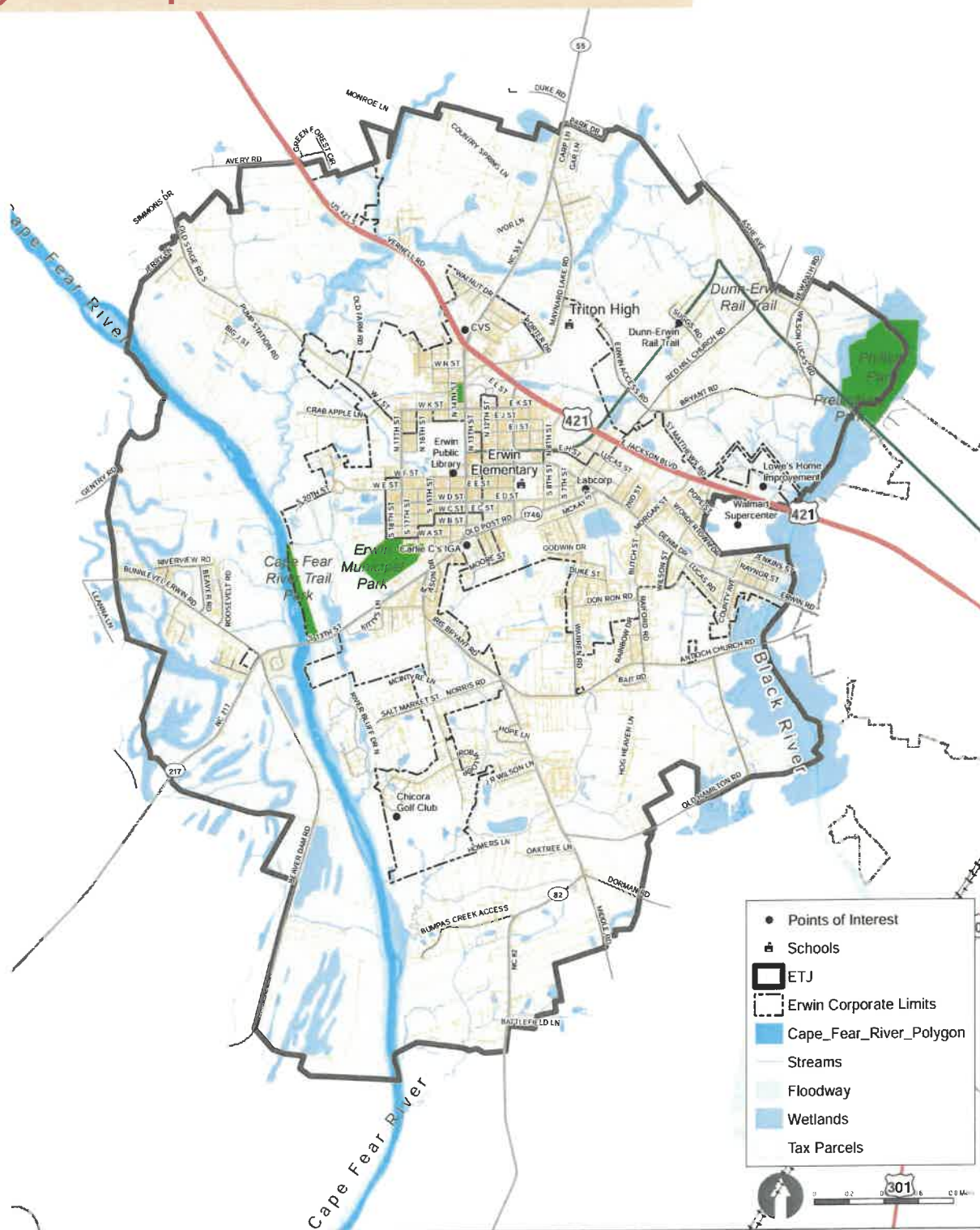
## Study Area

Erwin is a North Carolina Town located in south-eastern Harnett County and 4 miles west of the I-95 and US-421 interchange, and directly borders the Cape Fear River on the west side of town. The study area is approximately (+/-) 10,672 acres and includes the Town's Extraterritorial Jurisdiction (ETJ). The ETJ includes the area where the Town of Erwin has planning and zoning authority. Erwin is located in close proximity to numerous desirable destinations. Erwin is 6.7 miles away from Campbell University, 25.5 miles from downtown Fayetteville, and 33.7 miles away from downtown Raleigh. Erwin's major roadways consist of US Route 421, which runs east to west in the northern portion of the town, and NC Route 217 which runs north to south through the center of town. Erwin is also located just west of Interstate-95.

Population has slightly increased in the Town over the last ten years. The pace of growth has increased in Harnett County as a whole. The county has grown by 19% between 2010 and 2020. There has been increased investment in Erwin through home renovations and some new residential development in the ETJ, just outside of the town limits. In addition, a new development was approved on Bryant Road that will include 184 single family homes and 47 townhomes. This represents the first major subdivision in the town in a number of years. It could be indicative of future demand for new residential in Erwin.



# Study Area Map



●	Points of Interest
🏫	Schools
▭	ETJ
- - -	Erwin Corporate Limits
■	Cape_Fear_River_Polygon
—	Streams
■	Floodway
■	Wetlands
—	Tax Parcels

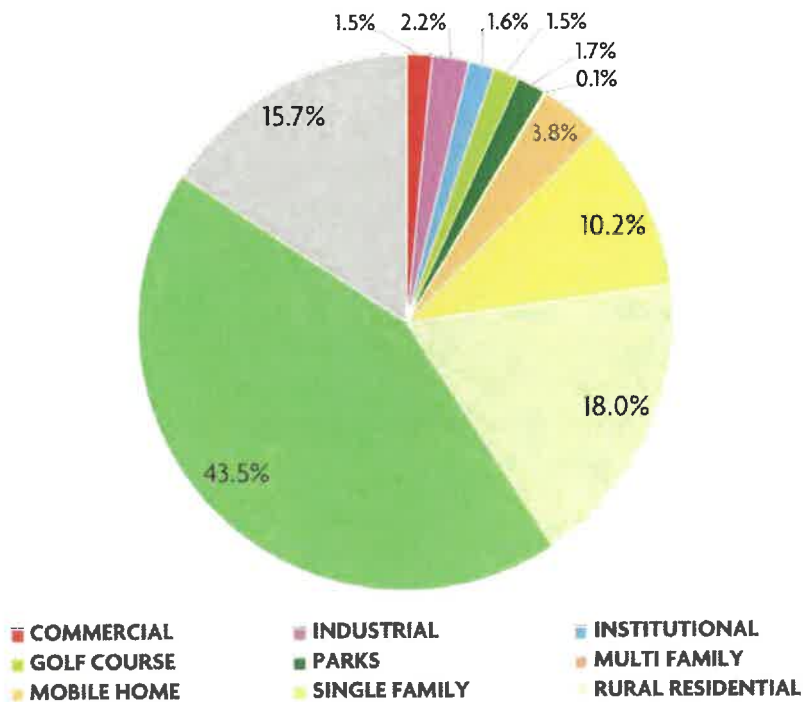


# Town of Erwin Land Use Plan

## Existing Land Use

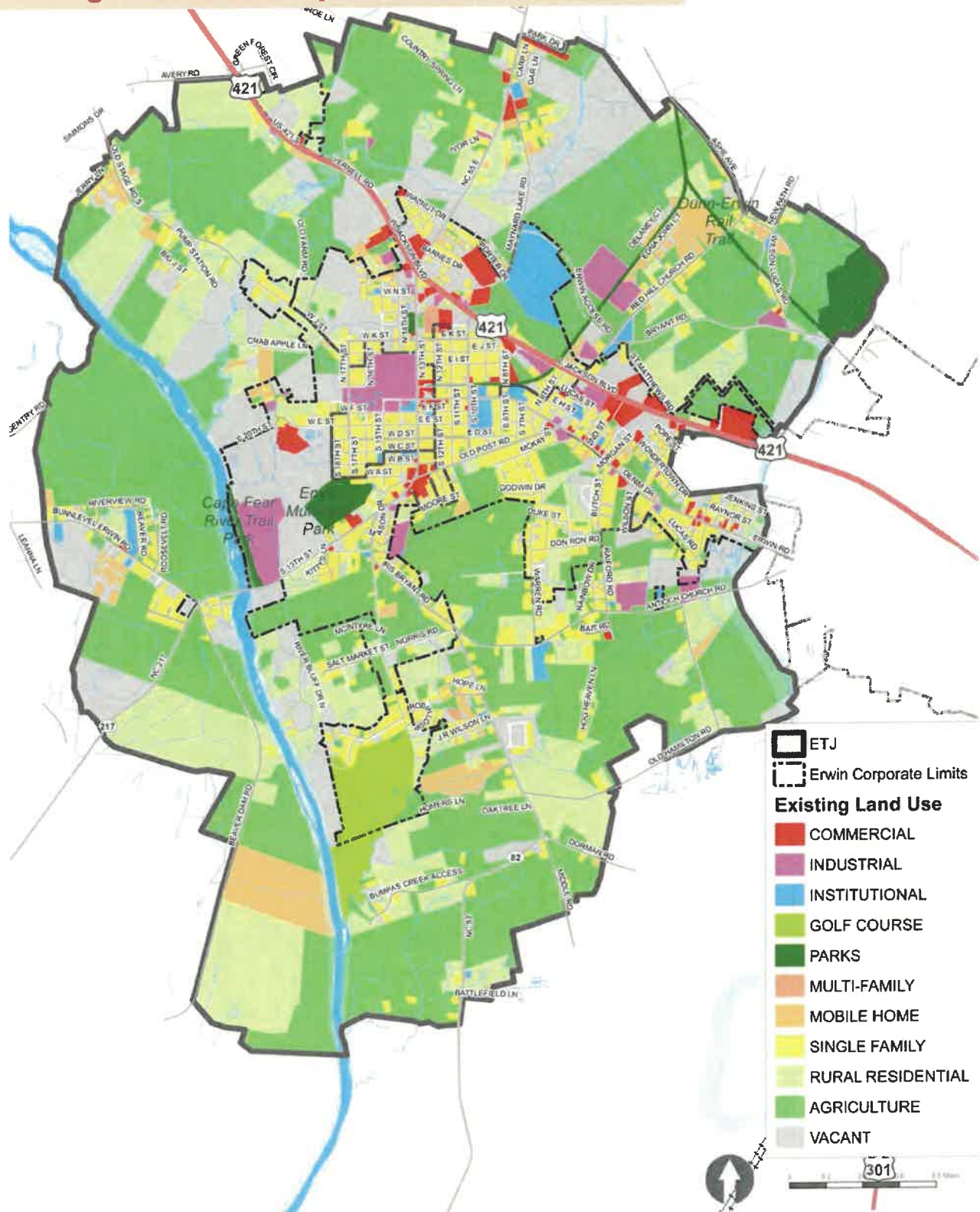
The Town of Erwin and its ETJ are approximately 10,672 acres of which 43.5% (4,321 acres) are designated agriculture, 15.7% (1,560 acres) are vacant, 18% (1,785 acres) are rural residential, and 10.2% (1,014 acres) are single family residential. The remaining 19% of the land is designated as right-of-way/roads, mobile homes, industrial, parks, institutional, golf course, commercial, and multi-family. The agricultural, vacant, and rural residential properties are predominantly located within the ETJ, whereas the single-family residential properties are throughout both the Town Limits and the ETJ. The commercial properties are found in Erwin's Downtown area as well as on the larger roadway corridors such as US-421 and some of the state and local roads like Denim Drive, and the intersection of Old Post Road and S. 13<sup>th</sup> Street. The lots in downtown and the surrounding area are

typically smaller (*less than ¼ acre*), and subdivisions with larger lots, such as Chicora Hills Golf Club exist further away from Downtown but still within Town Limits. Larger parcels exist outside of the Town Limits and have the potential for residential growth in the future.





# Existing Land Use Map



# Town of Erwin Land Use Plan

## Population Demographics

The Town of Erwin has a population of 4,542 according to the 2020 US Census and saw a slight increase since 2010. Overall, the annual growth rate has been 1.4% since 2000. Looking at Erwin's ETJ and study area, the total population as of 2020 is 6,261. Surrounding Harnett County has seen drastic growth in that 20-year time frame with 46.7% population growth from 91,025 in 2000 to 133,568 in 2020.

### Race

The Town of Erwin's population has a self-reported racial distribution of 67% white, 18% black or African American, 8% some other race alone, 6% two or more races, and 1% American Indian alone.

### Age

The median age in Erwin was 41.9 years old as of 2020, which is slightly older than Harnett County and North Carolina with 34.7, and 38.9 years old respectively. Erwin, however, has seen a 70% increase in the number of children ages 5 years old and younger, as well as an 80% increase in population ages 25-34 years old between the year 2010 and 2020.

### Income

Between 2010 and 2020 Erwin's median household income rose 15% from \$36,130 in 2010 to \$41,702 in 2020. Compared to Dunn (13%), Erwin's income has grown at a faster rate. However, both Harnett County (27%) and North Carolina (24%) have experienced an income growth rate larger than the Town of Erwin.

# 4,542

Town of Erwin Population  
(2020 Census)

# 6,261

Erwin Study Area Population  
(City Limits + ETJ), 2020 Census)



# 41.9

Median Age



# 25-34

Age group that grew  
by largest percent  
from 2010- 2020 (80%)

# At a Glance

Study Area 2020	<b>6,261</b> Population	<b>41.9</b> Median Age	<b>11%</b> Adults over 25 with Bachelor's degrees
	<b>-1.4%</b> Pop. Change Since 2000	<b>33%</b> Minority Population*	<b>\$92,700</b> Median Home Value*+
Harnett County 2020	<b>133,568</b> Population	<b>34.7</b> Median Age+	<b>22%</b> Adults over 25 with Bachelor's Degrees+
	<b>+46.7%</b> Pop. Change Since 2000	<b>38.7%</b> Minority Population	<b>\$160,700</b> Median Home Value+
Study Area 2020	<b>1,223</b> Jobs*	<b>0.47</b> Jobs/ resident*	<b>2%</b> Unemployment+
	<b>Retail Trade</b> Largest Employment Sector*	<b>\$41,702</b> Median Household Income+	<b>30.1</b> Mean commute time (minutes)*+
Harnett County 2020	<b>57,749</b> 2018 Jobs	<b>0.43</b> Jobs/ Resident	<b>7%</b> Unemployment
	<b>Retail Trade</b> Largest Employment Sector	<b>\$54,565</b> Median Household Income+	<b>31.9</b> Mean Commute Time (minutes)+

\* = Corporate Limits  
+ = 2019 figure

Statistics listed according to most recently available data from data sources. Sources: US Census, ESRI, American Community Survey.



# Town of Erwin Land Use Plan

## Local Economy

Erwin's largest employers come from both the public and private sector. Erwin's largest employer is the Harnett County Schools system. Erwin's next largest employers are a mix of smaller businesses and national retailers. These businesses provide services and entertainment to the residents of Erwin. All businesses and sectors play an important role in Erwin's prosperity.

### Downtown

Downtown Erwin is located along E H Street between S 13th and S 12th Street. Erwin's downtown is made up of a variety of businesses, office space, a banquet hall, and some vacant storefronts.

### Major Employers

The Erwin Mill was the heart of the Town until its closing in 2000, and Erwin is still often referred as the "Denim Capital of the World" for its vast quantities of raw denim the mill produced for well over a half a century. The textile mill was home to the Erwin Business Complex until it was recently sold to a developer.

Erwin lost many jobs after the Swift Denim mill closed in 2000. Since 2010 the number of jobs in the town has increased, almost to numbers from 2002. The type of jobs have changed since the 1990s. Manufacturing and wholesale trade industry jobs are rare, and retail and service industry jobs are more common along with health care and social assistance, accommodation and food services, and educational services making up the top employment industries.

### Employment

Since 2010, 234 jobs were created in Erwin. The largest growing sector by percentage and employment was Retail Trade, which grew 7.92% and added 156 jobs. The second fastest growing sector is the Accommodation, Art, and Food Services Sector which saw 7.80% growth and the addition of 115 jobs.

Erwin's largest decline was seen in the Educational Services sector. The Educational Services sector lost 11.02% of its employees which was 74 jobs.

Top Employers by Count	Industry	Employee Range
Harnett County Schools	Educational Services	1000+
Carlie C's Operation Center Inc.	Retail Trade	100-249
Rha Health Services LLC	Health Care and Social Assistance	100-249
Lowes Home Centers Inc.	Retail Trade	100-249
Zaxby's	Accommodation and Food Services	100-249

North Carolina Department of Commerce, 2020, Harnett County

## Growing Sectors



Retail Trade, 7.92% change from 2010-2019



Food, Accommodations, & Art, 7.80% change from 2010-2019



Health Care and Social Assistance, 2.80% from 2010-2019

## Top Sectors



Retail Trade, 33.2% of Erwin jobs in 2020



Health care, social assistance, 19.79% of Erwin jobs in 2020



Accommodation and food services, 16.19% of Oxford jobs in 2019

## Housing

In 2020, Erwin's housing stock consisted of 2,067 homes with a 14.6 percent vacancy rate. Since 2000, the vacancy rate has risen. The housing stock is 86.2 percent single-family detached, which is 13 percent higher than Harnett County and 20.9 percent higher than the North Carolina rate. In Erwin 63.6 percent of houses are owner-occupied, which is higher than Dunn (53.7%), but lower than the Harnett County (66.2%) and North Carolina (65.3%) rate.

13.4 percent of Erwin's population lives below the poverty line, which is a lower percentage than neighboring Dunn (23.2%) and North Carolina (13.6) but a higher percent of the population than Harnett County (12.8).



ACS 2020 Comparisons	Erwin	Dunn	Harnett County	North Carolina
Median Household Income	\$41,702	\$36,464	\$54,565	\$54,602
% below Poverty Level	13.4%	23.2%	12.8%	13.6%
Median Home Value	\$92,700	\$143,000	\$160,700	\$182,100
% Owner Occupied	63.6%	53.7%	66.2%	65.7%
% Vacancy Rate	14.1%	10.8%	10%	14.0%
% Single-Family Detached	86.2%	72.2%	73.2%	65.3%

American Community Survey, 2020



# Town of Erwin Land Use Plan

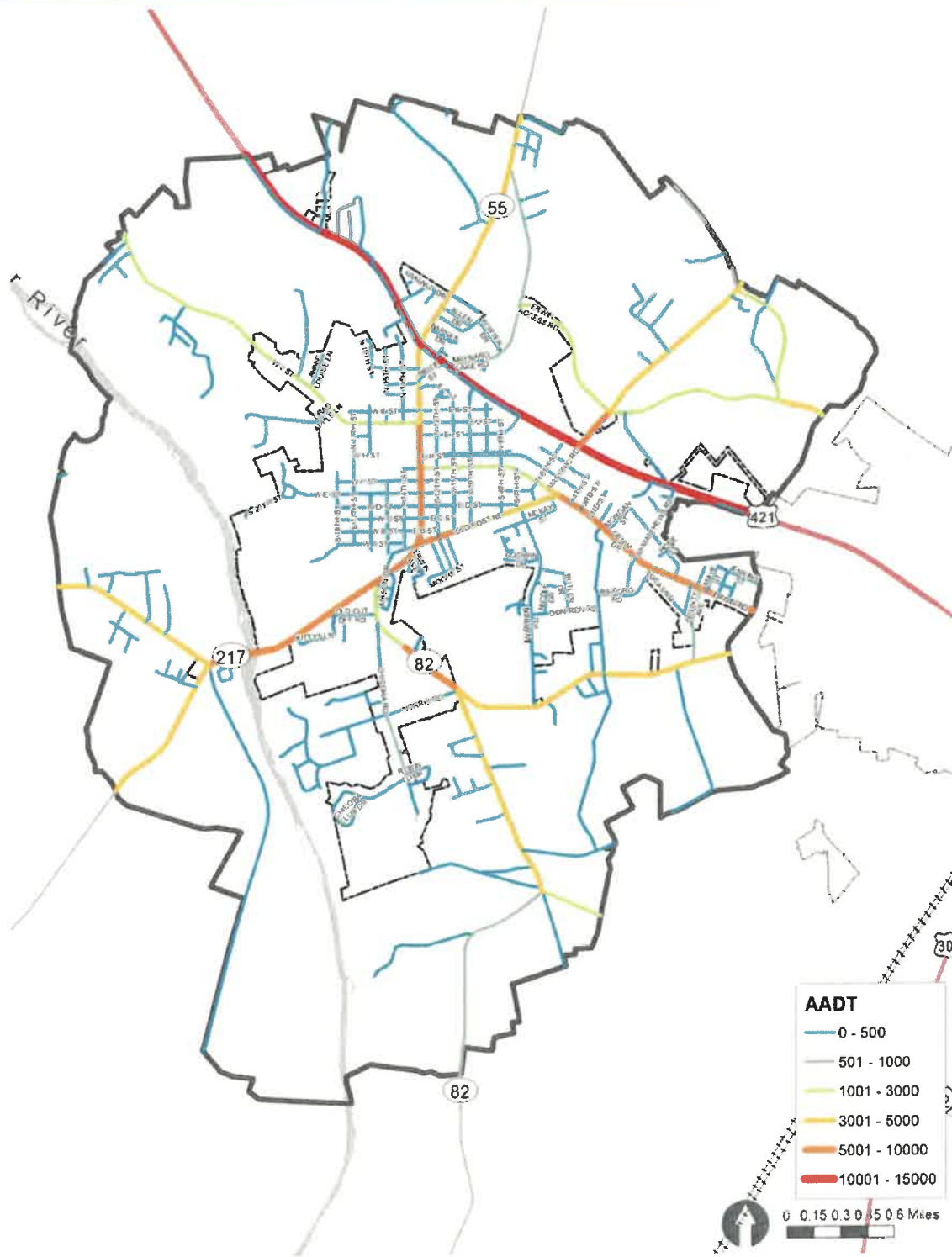
## Infrastructure

The Town of Erwin is served by US 421 which provides direct access to I-95 to the east of Dunn. NC 55 enters Erwin from the north and NC 217 and NC 82 enter the town from the south and join to create 13th Street that bisects Downtown Erwin. NC 217 crosses the Cape Fear River on the southwest side of town and has one of only two bridges across the Cape Fear River in Harnett County. Many roads, including Denim Drive and East I Street were once major roads serving Erwin Mills. Now these roads have much less traffic than they once did. Numerous roads through and around the Town are owned and maintained by the State including US 421, 13th Street, Denim Drive, Antioch Church Road, NC 82, NC 55, and others. US 421 sees anywhere from 10,000 to 15,000 average daily traffic, with other roads such as 13th Street, Erwin Road, and Old Post Road and NC 55 seeing anywhere from 5,000 to 10,000 average daily traffic.

Water and sewer service is provided by Harnett Regional Water. The majority of the city limits is served by water and sewer, however there are areas of the US 421 corridor that only have water lines on one side of the road. This was identified as a constraint to new development during the stakeholder interview process.



# Annual Average Daily Traffic Map



## Parks and Natural Resources

Erwin is home to a number of parks throughout the study area including Erwin Municipal Park, W. N. Porter Park, the Cape Fear River Trail Park, and the Dunn-Erwin Rail Trail. The Dunn-Erwin Rail Trail is a recreational connector between downtown Erwin and neighboring Dunn, and is frequented by both casual and serious runners, cyclists, and sightseers. Erwin has a few entrance points to the trail including right in downtown, which is also the location of a signed trail extension connecting the rail trail to the Cape Fear River Trail Park. The River Trail Park provides phenomenal access to the river. W. N. Porter Park is an improved park with playgrounds, basketball courts, and picnic shelters that are open

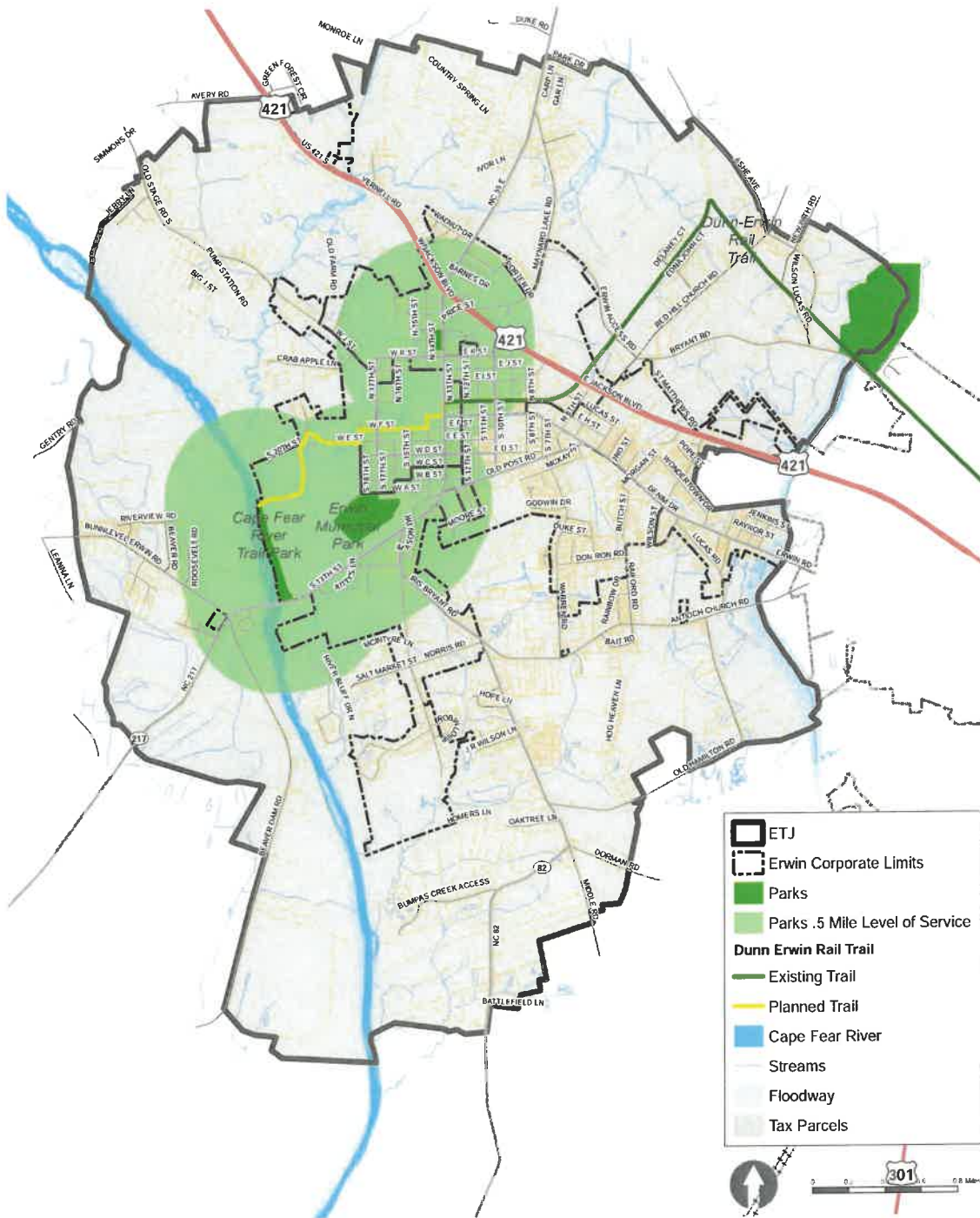
to the community for use, and Erwin Municipal Park is home to multiple ball fields, tennis and basketball courts, walking trails, a playground, skate park, a splash pad, and the Erwin Parks and Rec Gym.

Major natural resources in the area include the Cape Fear River on the west side of town and the Black River which drains the east side of town. Large floodplains and wetlands exist near major rivers and creeks. Drainage and stormwater is an issue in many areas where the topography is relatively flat and hydric soils occur. Areas important to biodiversity include three Natural Heritage Natural Areas near the Cape Fear River, and floodplains and bottomlands nearby.

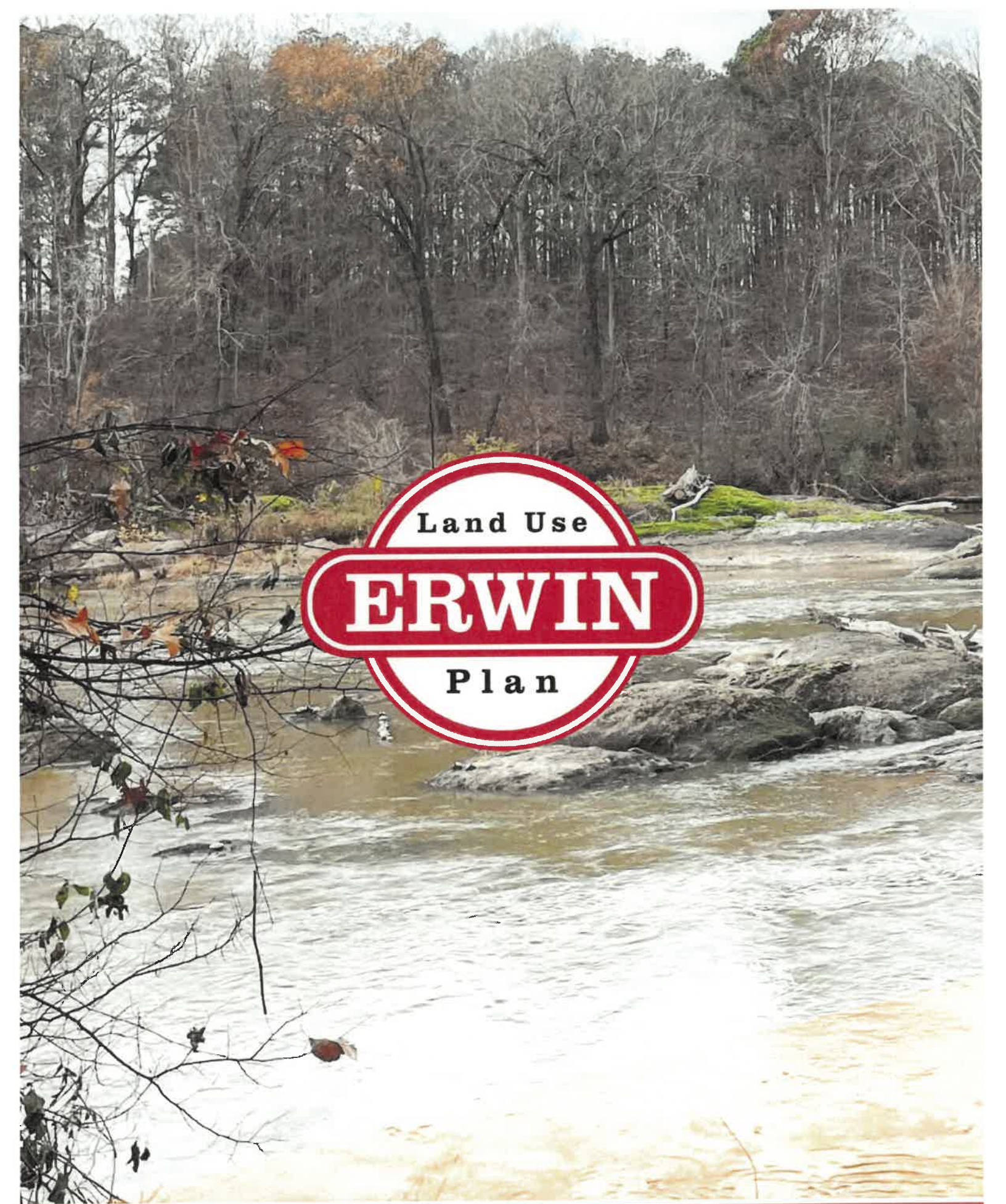




# Parks Level of Service Map







Land Use

**ERWIN**

Plan





# Recommendations

Future Land Use  
Character Areas  
Land Use  
Development

# Future Land Use

## Future Land Use

The Future Land Use Map provides general land use guidance and identifies the intended development pattern for the Town of Erwin's planning jurisdiction, which includes the town's extraterritorial jurisdiction. The map uses color-coded character areas to guide the intended character and intensity of the desired future land uses.

The Future Land Use Map is a representation of the community's vision and should be used to guide policies that achieve the community's vision. It does not update zoning, but should be used when making rezoning or development decisions and it may influence regulatory changes. The Future Land Use Map should be used as a guide for infrastructure and service investment decisions.

The Future Land Use Map includes six character areas, indicated on the map legend on the following page. Descriptions of the character areas and recommendations to support the Future Land Use Map and Character Areas follow.

## Future Land Use Map Character Areas

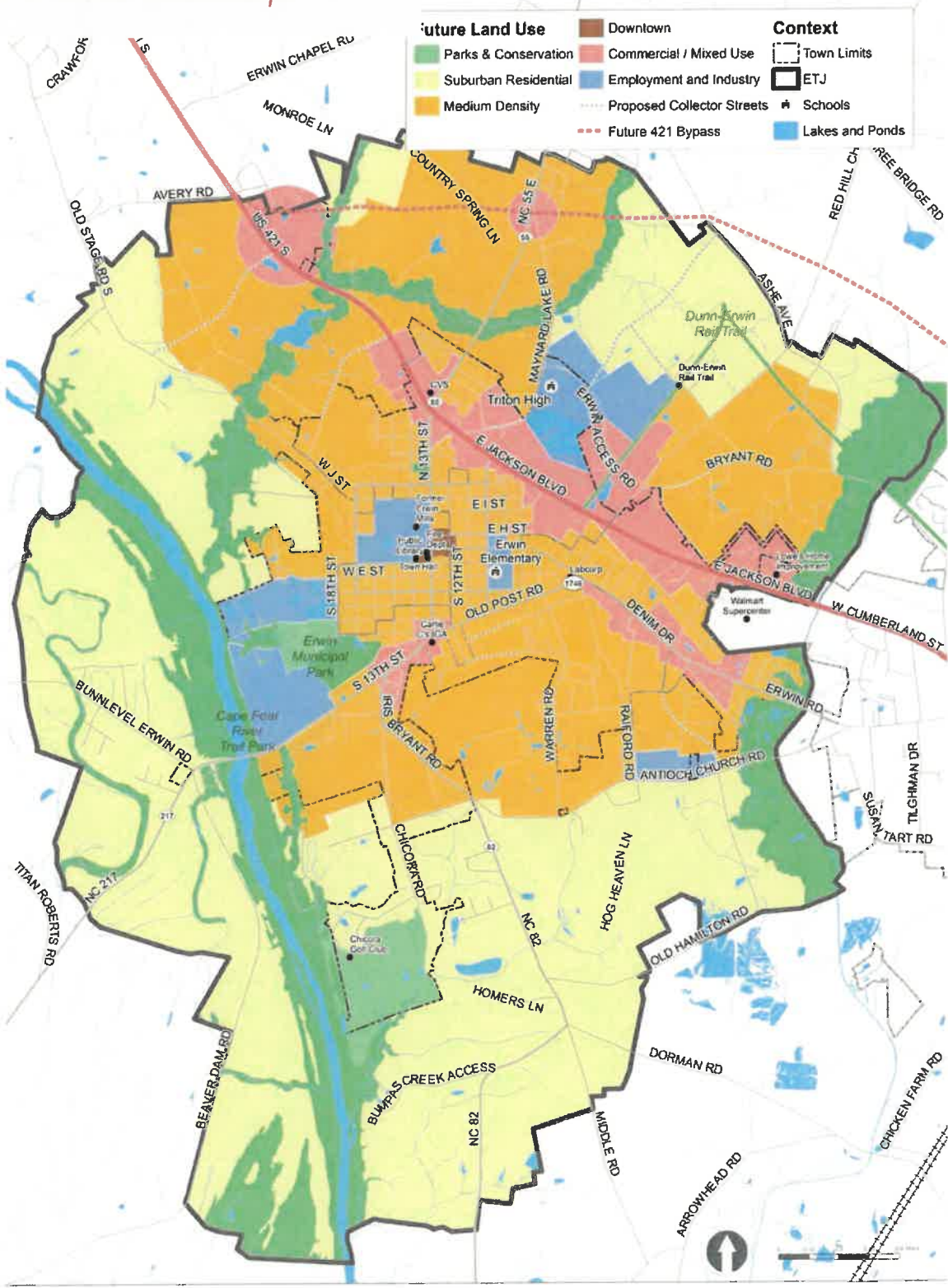
	Employment and Industry
	Commercial/Mixed Use
	Downtown
	Medium Density Residential
	Suburban Residential
	Parks and Conservation

### What is a Future Land Use Map?

- ◆ A Future Land Use Map provides the geographic framework to describe the City's land use policies and development decisions. Consistency with the Future Land Use Map is one of the points of consideration when elected officials review rezoning requests, however, consistency is not required.
- ◆ A Future Land Use Map represents the community's view of their best possible future, protects character and property values, provides predictability to the private sector and residents, and guides public investment priorities.
- ◆ It is a key component of a Comprehensive Plan. A reasonably maintained Comprehensive Plan is required by NC G.S. Ch. 160D.
- ◆ The Future Land Use Map does not infringe on existing uses or buildings, inhibit decision-makers during rezonings, initiate downzonings, create nonconformities, nor does it change the zoning code.



# Future Land Use Map



## Future Land Use Character Areas

The Future Land Use Map (*FLUM*) and character areas guide land use and infrastructure decisions, as well as land use regulations within Erwin's planning jurisdiction. The FLUM categorizes land into six color-coded character areas. These designations describe the desired types, intensity, and spatial arrangement of land uses in Erwin's planning jurisdiction.

### Employment and Industry

The Employment Center designation provides primary locations for employment and economic development opportunities where there is adequate infrastructure. Employment Centers are typically located on larger parcels to accommodate future employment growth. This designation includes some industrial uses and supporting commercial uses to serve employees.



### Commercial/Mixed Use

The Commercial/Mixed Use designation features small-large scale commercial, and office uses oriented primarily along Highway 421 and at major intersections. Small-medium scale commercial and offices uses should be located at major intersections. Medium-large scale commercial and office uses should be located along Highway 421. A mix of uses should be encouraged to serve both a local and regional market. Although this designation is more auto oriented, efforts should be made to provide both pedestrian and vehicle connectivity. This character area may also include a mix of residential types where appropriate.



## Downtown

Downtown is the Town’s original historic center, including the central business district and immediate surrounding areas. It includes the businesses along H Street and is bisected by the Dunn-Erwin Rail Trail (a former rail line). It is intended to foster an urban environment characterized by blending older structures with high-quality context-sensitive new construction and public spaces that integrate with surrounding neighborhoods. Downtown accommodates a variety of uses, such as commercial, office, and upper-story residential (where appropriate).



## Medium Density Residential

The Medium Density area includes mill village homes built around the former Erwin Cotton Mill and areas with access to utilities and roads. These areas feature homes on smaller lots and provide a transition from the historic downtown to more suburban areas. New development in the Medium Density category should be context-sensitive and designed to retain the established character of existing neighborhoods. These areas are predominately single family, although a variety of housing types may be appropriate on some sites including duplexes, townhomes and well-designed small-scale multifamily buildings. Some isolated, low-intensity commercial and office uses may also be appropriate in certain locations. New neighborhoods should include green space and dead end streets and cul-de-sacs should be discouraged. Efforts should be made to provide pedestrian connections to the Dunn-Erwin Rail Trail, schools and other destinations.





## Suburban Residential

The Suburban Residential designation is comprised primarily of agricultural uses and single-family homes on large lots. Future Suburban residential should be located near existing neighborhoods and water and sewer connections. Smaller lots may occur in conservation subdivisions to protect open space and natural resources.



## Parks and Conservation

The Parks and Conservation designation applies to existing and proposed public and private recreational areas, open-space areas, and existing floodplains. Uses in this designation include agriculture, active and passive recreational facilities, open spaces, and educational uses. Supportive structures associated with the intended uses should be permitted.





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## Recommendations

The Recommendations section offers specific policy and programming recommendations and actions related to land use, housing, transportation, infrastructure and services, parks, natural resources, and economic development. These recommendations aim to provide guidance on key topics and typically require coordination with Town leadership, Town departments, and partnering organizations in and close by Erwin and Harnett County. Supplemental information can be found in callout boxes to illustrate why recommendations were made, provide examples of success stories from other municipalities, and explain concepts. Recommendations are divided by the four goals from Chapter 1 of this Plan.

## Land Use and Housing



### **Goal 1: Establish a land use pattern that promotes economic development and housing diversity while protecting the character of the town.**

**LUH 1: Utilize the Future Land Use map to guide rezoning and development decisions to ensure that the scale and intensity of development is consistent with the long-term vision of the town, availability of infrastructure and compatible with surrounding land uses.**

**LUH 2: Consider updates to the Zoning Ordinance to assist in the implementation of this Plan.**

**LUH 3: Encourage new residential development in appropriate locations and designed to fit the character of different parts of Town.**

**3.1:** Encourage new residential subdivisions to be located in the Medium Density and Suburban Residential areas on the Future Land Use Map.

**3.2:** Development with increased density should be located in the Medium Density areas and Commercial/Mixed Use areas on the Future Land Use Map.



**3.3:** Encourage subdivisions with larger lots and/or higher amounts of open space to be located in the Suburban Residential areas on the Future Land Use Map.

**LUH 4: Allow for a variety of residential land uses.**

- 4.1:** Encourage a mix of higher-density housing types to locate in Commercial/Mixed Use areas or near US 421.
- 4.2:** Allow a variety of small-scale attached housing types (accessory dwellings, duplexes, quads, townhomes) on well-located sites in the mill village.
  - ◆ Consider allowing townhomes in more areas (Currently allowed only as a Special Use in R-10, R-6, RMV, and DMV districts).
  - ◆ Consider allowing duplexes, triplexes or quadplexes in more areas (currently allowed as a Special Use in R-6 only).
  - ◆ Consider allowing accessory dwelling units that meet design criteria (minimum setbacks, etc.).
- 4.3:** Allow a certain percentage of attached homes as part of new planned developments (i.e. 30% max).
  - ◆ Encourage alley-loaded attached units with front porches and on-street parking to improve pedestrian safety.
  - ◆ Consider reduced setbacks and lot width requirements for rear loaded housing types.



**LUH 5: Protect rural views on the edges of town.**

**5.1:** Discourage large stretches of “Fanny First” development (visible backs of homes) along major roads by encouraging tree preservation, planting buffers and location of open space along blocks.



## Town of Erwin Land Use Plan

### LUH 6: Encourage appropriately scaled commercial uses along US 421 and at major intersections.

- 6.1:** Larger scale commercial development should be located in Commercial/Mixed Use areas along US 421 and/or in Employment and Industry areas on the Future Land Use Map.
- 6.2:** Smaller to medium scale (typically less than 30,000 square foot building area) should be allowed along other roads, i.e. Denim Drive, 13th Street
- 6.3:** Neighborhood scale commercial should be located at key intersections (i.e. north of town).
  - ◆ Neighborhood scale commercial should be less than 5k square feet per floor with a 35ft maximum height.
  - ◆ Ordinance updates may be needed to specify these requirements. The B-1 zoning district could be updated to add performance criteria (size of building, buffers, screening, etc.).



### LUH 7: Consider the development of a US 421 Commercial Overlay District.

- 7.1:** Establish specific development standards applicable along US Highway 421 in Erwin's jurisdiction.
  - ◆ The purpose of these requirements would be to provide enhanced building design and site development standards for this key commercial corridor. Requirements could include:
    - ◆ Building material standards limiting metal buildings
    - ◆ Landscaping requirements (i.e. for foundation plantings and/or parking lot plantings)
    - ◆ Limits to location or size of outdoor storage areas
    - ◆ Parking location or design
    - ◆ Access control measures or connectivity requirements
    - ◆ Standards for multi-family developments

## **LUH 8: Continue revitalization efforts for downtown.**

- 8.1:** Provide design assistance and incentives for downtown buildings.
- 8.2:** Inventory the condition of buildings within and surrounding the downtown commercial district.
- 8.3:** Consider creating a Facade or Building Improvement Grant program.
  - ◆ This program could match private investment in building facades or other improvements up to a certain, defined amount. Programs typically require a match and a two bid minimum. Improvements must be completed in a defined time-frame such as 6 months.
- 8.4:** Pursue public-private partnerships or a town program for low-interest loans for downtown property owners.
- 8.5:** Update the Town's website to illustrate targeted area and provide an online application to the available programs.
- 8.6:** Encourage upper-story residential in the Central Business District.
- 8.7:** Promote the use of State and Federal Historic Tax Credits for National Register properties.
  - ◆ Contact the North Carolina Historic Preservation Office Tax Credit Coordinator to provide a list of recommended consultants to host an educational opportunity for existing property owners and/or investors about revitalization tax credits.



## Economic Development



**Goal 2: Promote the Town of Erwin to attract businesses and investment that increase the tax base and create local jobs.**

**ED 1: Encourage the redevelopment of the Mill Property.**

- 1.1:** Stay connected with owner & representatives of the Mill Property.
- 1.2:** Encourage development that will complement and improve conditions in downtown.
- 1.3:** Reduce development barriers as appropriate—i.e. allow for a variety of uses (including industrial, commercial, restaurants, etc.)

**ED 2: Actively pursue brownfield redevelopment grant opportunities.**

**ED 3: Continue to work with Harnett County Economic Development Commission and area Chambers of Commerce to market sites within the Town of Erwin for Economic Development.**

#### ED 4: Evaluate ways to increase investment in Downtown.

- 4.1: Update the zoning ordinance to expand flexibility in the code to encourage investment in and around Downtown Erwin.
  - ◆ Consider evaluating additions to permitted uses, for instance patio dining is not allowed in many districts.
- 4.2: Develop incentives for preservation and rehabilitation of structures Downtown
  - ◆ Incentives could include design guidance, grants for façade and other building improvements.
  - ◆ Promote historic preservation as an economic driver for stimulating the revitalization of downtown.
  - ◆ Host neighborhood meetings to discuss the potential options and benefits of a local historic district, National Register designation, and/or other character overlay options.
    - ◆ Meetings should be held for the Mill Village and Central Business District property owners.



#### ED 5: Implement the Community Economic Recovery & Resiliency Initiative (CERRI) Implementation Plan.

- ◆ Many recommendations from the CERRI Plan remain relevant, some are included in the plan as separate recommendations (i.e. see LUH 7), others that should be implemented in the coming years include:
  - ◆ Promote New & Expanding Businesses
  - ◆ Update Existing Wayfinding Signage System: Additional vehicular or pedestrian signage for key features such as Downtown, the Library, History Museum, Dunn-Erwin Rail Trail, and/or Cape Fear River Park could be implemented.
  - ◆ Develop and promote a Shop Local Campaign: This could be focused on businesses in Erwin or it could be a coordinated effort with other municipalities nearby or the county.



## Transportation, Infrastructure, and Services



### **Goal 3: Enhance existing infrastructure and services while providing safe and efficient multi-modal transportation.**

#### **TIS 1: Prioritize pedestrian improvements.**

- 1.1:** Refine plans for priority pedestrian corridors and develop cost estimates for priority projects.
- 1.2:** Earmark funds annually toward sidewalk repairs, connections and crossing improvements.
- 1.3:** Research and apply for a NCDOT Bicycle and Pedestrian Planning Grant.
  - ◆ This grant could be utilized to create a system-wide plan, refine recommendations for pedestrian priorities, options and cost estimates.
- 1.4:** Convert Denim Drive from 4 lanes to 2-3 lanes with improved pedestrian crossings and on-street parking.
  - ◆ Denim Drive carries only a fraction of the traffic it once did (3,800 cars a day west of Old Post Road and 7,400 cars per day east of Old Post Road). Even with significant increases in traffic a four lane road is unnecessary and the design of the roadway invites speeding. A streetscape improvement project could include reallocation of pavement width to on-street parking, enhanced crosswalks, wider sidewalks and/or additional landscaping.

#### **TIS 2: Maintain and enhance the Dunn-Erwin Trail.**

- ◆ The Dunn-Erwin Trail is a 5 mile trail of crushed stone that traverses an old rail bed between Downtown Erwin and the west side of Dunn. This trail is an incredible amenity for residents of Erwin and surrounding communities. Maintaining the trail and improving access points, furnishings and encouraging usage is a priority for the town.
- 2.1:** Inventory facilities along the trail and develop a formalized maintenance plan in cooperation with the Dunn-Erwin Rail Trail Committee and Public Works.

- 2.2:** Consider trail updates that may include benches, additional parking and access points, lighting at key locations, safety call boxes, signage, art installations and/or landscaping.

**TIS 3: Plan for necessary maintenance of local roads.**

- 3.1:** Conduct regular road condition assessments.
- 3.2:** Create annual reports and a 3-5 year capital improvement plan (CIP) to factor in needed expenditures related to road maintenance.
- 3.3:** Coordinate with NCDOT to improve maintenance of the right-of-way along US 421.



**TIS 4: Coordinate with NCDOT, and regional transportation planning organizations on highway access, improved street connectivity and long-term roadway needs.**

- ◆ The Town of Erwin is currently part of the Mid-Carolina Rural Planning Organization (MCRPO). Increased coordination with the Capital Area Metropolitan Planning Organization (CAMPO) and the Fayetteville Area Metropolitan Planning Organization (FAMPO) on regional transportation issues will be necessary in the future.

**TIS 5: Maintain and enhance stormwater drainage infrastructure.**

- 5.1:** Prioritize the maintenance of town-owned drainage infrastructure.
- 5.2:** Encourage property owners to maintain ditches on private property.
- 5.3:** Continue pursuing grants for updates to stormwater infrastructure in areas with frequent flooding and/or inadequately sized pipes or culverts.

**TIS 6: Work with Harnett Regional Water to maintain and enhance water and sewer infrastructure.**

- 6.1:** Coordinate with Harnett Regional Water to improve access to water and sewer service along the US 421 corridor.

# Town of Erwin Land Use Plan

## Pedestrian Improvements Priorities Map



### Crossing Improvements

#### Location

Denim Drive and 10th Street	Repaint crosswalk, add pedestrian crossing signal at light for crossing across <u>Denim Drive</u>
Denim Drive and 13th Street	Repaint crosswalk, add pedestrian crossing signal at light for crossing across <u>Denim Drive</u>
Denim Drive and Masonic Rd	Add painted crosswalk and crossing signal across Denim Drive and <u>Masonic Road</u>
East D Street and 10th Street	Add painted crosswalk across S 10th Street as well as School <u>Crossing signage</u>
East J Street and S 10th Street	Add painted crosswalk across East J Street.
J Street and North 13th Street	Add painted crosswalk across N 13th Street
D Street and South 13th Street	Add painted crosswalk across S 13th Street

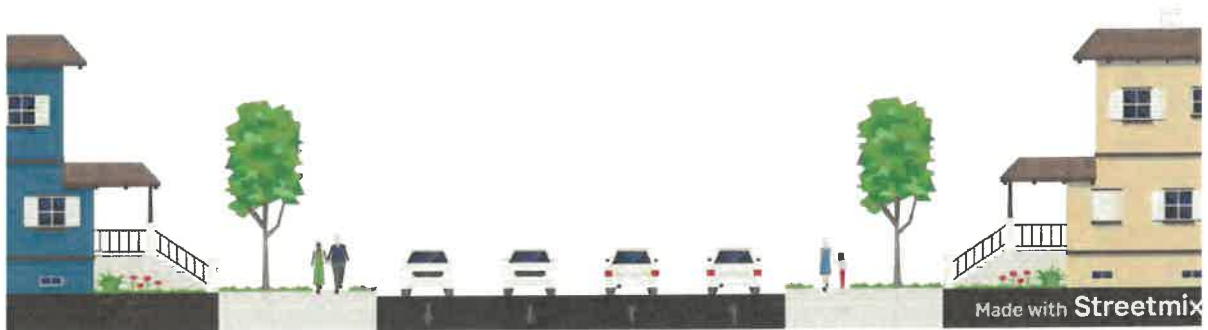
### Priority Corridors

#### To/From

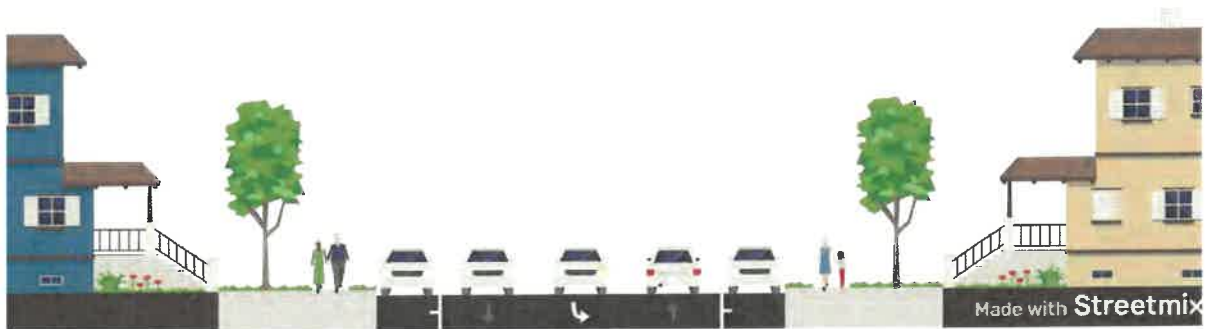
North 10th Street	Denim Drive to East J Street
D Street	18th Street to 10th Street and on 18th Street from West D Street to West E <u>Street</u>
13th Street	N 12th Street to East I Street
13th Street	F Street to Old Post Road
East J Street	N 13th Street to N 10th Street
16th Street	Woodall Municipal Park to West D Street
E H Street and Masonic Road	Dunn-Erwin Rail Trail to Denim Drive
Improve Dunn-Erwin Rail Trail <u>Extension</u>	Sidewalk, paved trail or enhanced signage from 13th Street to Cape Fear River <u>Trail</u>
Erwin Access Road	Multi-use path from Maynard Lake Road to St Matthew Road

## Denim Drive Streetscape Concept

### Denim Drive (Existing)



### Denim Drive (Future)



The cross-sections above show how Denim Drive could be converted from a 4-lane facility to a two-lane road with a center turn lane and on-street parallel parking. This would increase pedestrian safety and comfort while still providing adequate room for vehicular traffic.



## Parks and Natural Resources



### **Goal 4: Provide equitable access to parks and natural areas while continuing to increase opportunities to access the Cape Fear River and Dunn-Erwin Trail.**

**PNR 1:** Continue to maintain and improve existing parks.

**1.1:** Pursue grants for improvements at Al Woodall Municipal Park.

- ◆ Priority improvements for Al Woodall Municipal Park include:
  - ◆ An additional access, parking lot and bathroom facility near Field #4
  - ◆ Pole and light upgrades
  - ◆ Resurfacing of courts and skatepark
  - ◆ Upgrade security cameras throughout park
  - ◆ Addition of shade trees and walking path connectors

**1.2:** Pursue grants for improvements at W.N. Porter Park including creek bank stabilization and stormwater upgrades.

**PNR 2:** Create a formalized public space downtown for events.

**2.1:** Study potential ways to formalize a public space to be used for town events.

- ◆ This could include creating a formal agreement with property owners and/or improvements to town-owned property.

**PNR 3:** Coordinate with Harnett County on:

- ◆ Leagues and Programming
- ◆ Improving recreational access in under served areas of the ETJ
- ◆ Development of a future nature park on the Black River
- ◆ Providing additional access points along the Cape Fear River.

**PNR 4:** Plan for new open space and amenities in future residential development.

**4.1:** Continue density bonus structure to encourage more open space reservation in subdivisions. Review and revise incentives to create quality subdivisions.

**PNR 5:** Study potential locations for a new neighborhood park to serve growing residential areas.





# Land Use Plan UPDATE

MINUTES CONTINUED FROM SEPTEMBER 7, 2023

the applicant agreed with the staff report's findings. This project was very similar to a project they were working on in Fuquay Varina. He anticipated the units to be priced around \$250,000, give or take based on developer costs. He showed the Board a picture on his phone of their development in Fuquay Varina. He stated you could see in the pictures that the project was attractive and would improve the area. He took a pause to see if the Board had any questions for him, Ms. Clarkson, or the developers.

Mayor Baker asked that since the Town was not provided with the picture Mr. Charleston showed the Board prior to the meeting, he asked if anyone present would like to see the picture to please come forward.

No one came forward.

Commissioner Blackmon asked Staff to bring the aerial view up on the television.

Mayor Baker stated he had a question about the aerial with the green line and extends.

Town Manager Snow Bowden stated that was a Harnett Regional sewer line.

Mayor Baker stated he would assume a structure could not be built over the sewer line.

Town Manager Snow Bowden stated that was correct. One thing he found working with developers and property owners was that a lot of these sewer lines were placed before everyone did the proper thing. He could not find any easements on the property, and it may have been something that was not recorded properly.

Mayor Baker asked if anyone was present to speak in favor of or against the request.

Arthur Brown of 609 N 16<sup>th</sup> Street came forward and was sworn in by Town Clerk Lauren Evans.

Mr. Brown addressed the Board. He stated he was concerned with the zoning of the area. The street he had questions about whether there were plans to continue it through the cul-de-sac or a plan to make a U-turn.

Mayor Baker showed Mr. Brown what was being proposed by the applicant.

Mr. Brown stated his concern was that there would be a continuance from N 16<sup>th</sup> to S 16<sup>th</sup>.

Mayor Baker stated he would have the applicant come back up and address his concerns.

Phillip Ennis stated he had a lot at the end of 16<sup>th</sup> Street. He knew the sewer ran through there and he wanted to know if they planned to put a road in.

Mr. Charleston stated their development will not continue through and they will not be extending the road so it will not cause any traffic issues in that area. The traffic will remain on the property. As for the sewer lines, they will have to relocate some of those.

Mayor Baker asked if anyone else had questions or concern before closing the Public Hearing.

No one came forward.

Commissioner Blackmon made a motion to close the Public Hearing and was seconded by Commissioner Turnage. **The Board voted unanimously.**



MINUTES CONTINUED FROM SEPTEMBER 7, 2023

Commissioner Blackmon made a motion in the affirmative, seconded by Commissioner Nelson, and unanimously approved by the Board that the use requested is listed among the special uses in the district for which the application is made. Reasoning that townhomes are allowed with a special use permit in our R-6 Zoning District.

Commissioner Nelson made a motion in the affirmative, seconded by Commissioner Blackmon, and unanimously approved by the Board that the requested use is essential or desirable to the public convenience or welfare. Reasoning that there is a need for additional single-family homes in the area. This would provide 90 additional attached single-family dwellings inside our Town Limits.

Commissioner Blackmon made a motion in the affirmative, seconded by Commissioner Nelson, and unanimously approved by the Board that 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 that tract of land is surrounded by primarily residential land uses. The proposed land use would remain residential.

Commissioner Blackmon made a motion in the affirmative, seconded by Commissioner Nelson, and unanimously approved by the Board that the requested use will be in conformity with the Land Development Plan. Reasoning this parcel is located in an area identified for Medium Intensity Growth in our 2014 Land Use Plan. This area should include medium to high-density residential land uses.

Commissioner Blackmon made a motion in the affirmative, seconded by Commissioner Nelson, and unanimously approved by the Board that adequate utilities, access roads, drainage, sanitation and/or other necessary facilities have been or are being provided. Reasoning that these are parcels already accessible from North 15th Street.

Commissioner McKoy made a motion in the affirmative, seconded by Commissioner Nelson, and unanimously approved by the Board 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 that there will be three parking spaces for each unit with one being inside the garage and two spaces in each driveway.

Commissioner Nelson made a motion in the affirmative, seconded by Commissioner Blackmon, and unanimously approved by the Board that the special 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.

Commissioner Blackmon made a motion to recommend that the proposed special use permit application meets all the Findings of Facts in the Affirmative, the proposed amendment is consistent with those documents that constitute the officially adopted land development plan and other applicable plans and to recommend the approval of SU-2023-005 Special Use Application to build a townhome development on a vacant parcel of land that does not have an identifying address (HC Tax PIN # 0597-56-2485.000) and was seconded by Commissioner Nelson. **The Board voted unanimously.**

**SU-2023-006**

Commissioner Nelson made a motion to open the Public Hearing and was seconded by Commissioner Blackmon. **The Board voted unanimously.**

# Erwin Board of Commissioners

## REQUEST FOR CONSIDERATION

To: The Honorable Mayor and Board of Commissioners

From: Snow Bowden, Town Manager

Date: September 7, 2023

Subject: SU-2023-005

The Town has received an application for a townhome development at the end of North 16th Street. The proposed development calls for a total of 90 townhomes. They have spoken with Harnett Regional Water and there is the capacity to serve this amount of new homes. I am still waiting on a little additional information from the applicant.

### Attachments:

- SU-2023-005 Application
- SU-2023-005 Staff Report
- Harnett County GIS Image with zoning
- Harnett County GIS Image with no zoning
- Harnett County GIS Image with easements
- Harnett County GIS Image with water and sewer lines
- Property owners notified
- SU-2023-005 Public Notice Letter
- SU-2023-005 Newspaper Notice



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**SPECIAL USE PERMIT APPLICATION**

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

<b>Applicant Name</b>	Alternative Investment Holdings, Inc.	<b>Property Owner Name</b>	Temple of New Beginnings Ministries
<b>Mailing Address</b>	324 Mason, Street	<b>Mailing Address</b>	1867 Neills Creek Road
<b>City, State, Zip</b>	Fayetteville, NC 28301	<b>City, State, Zip</b>	Lillington, NC 27546
<b>Telephone</b>	910-670-0630	<b>Telephone</b>	
<b>Email</b>	darrin@cresfund.com	<b>Email</b>	
<b>Address of Subject Property</b>	N 13TH ST ERWIN, NC 28339		
<b>Parcel Identification Number(s) (PIN) of Subject Property</b>	0597 - 56 - 2485 .000		
<b>Legal Relationship of Applicant to Owner</b>	Attorney	<b>Floodplain SFHA</b> <u>Yes</u> <input checked="" type="checkbox"/> <u>No</u> <input type="checkbox"/>	
<b>Legal Description: Lot</b>	<b>Block</b>	<b>Subdivisions</b> 17 ACE MILLS & TURLINGTON MAP#2000-763	
<b>Zoning District</b> R6	<b>Wetlands</b> <u>Yes</u> <input checked="" type="checkbox"/> <u>No</u> <input type="checkbox"/>	<b>Watershed Area</b> <input checked="" type="checkbox"/> <u>Yes</u> <input type="checkbox"/> <u>No</u> <input type="checkbox"/>	
<b>Public Water Available:</b> <u>Y</u> or <u>N</u>	<b>Public Sewer Available:</b> <u>Y</u> or <u>N</u>	<b>Existing Septic Tank:</b> <u>Y</u> or <u>N</u>	
<b>Number of Buildings to Remain</b>	N/A	<b>Gross Floor Area to Remain</b>	N/A
<b>Describe Proposed Project or Request with Conditions proposed by applicant:</b> Develop the property as multi-family community.			
<b>Total Acreage or Square Footage to be Disturbed</b>	6.17		
<b>Estimated Cost of Project \$</b>	Ten million dollars (\$10,000,000.00)		

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

**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>	
<b>Date Application Submitted</b> 8/1/23	<b>Application Fee \$</b> _____ <b>Received By</b> _____
<b>Case #</b> SU-20-23-005	



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### Special Use Signature Page

It is understood by the undersigned that the development and execution of the Special Use Permit 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 special 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 Special 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 special use, the Board of Commissioners may stipulate, such conditions and restrictions upon the establishment, location, reconstruction, maintenance, and operation of the special 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 special 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 Special Use Permit does not exempt applicant from complying with all of the requirements of building codes and other ordinances.

SU- 2023-005

Signature Page

Page 1 of 2



**Revocation:** In any case where the conditions of the Special 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 Special 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 special use and any conditions attached shall be perpetually binding to the property unless it is expressly limited.

Applicant Signature and Date:  7.31.23



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### SPECIAL USE APPLICATION Record of Adjacent Property Owners With Mailing Addresses Per Harnett County Land Records

Property Owner (1)	Desserre Hicks	Mailing
Address	702 N. 15th Street	City Erwin ST NC Zip 28399
Property Owner (2)	Dexter Pierre Cox	Mailing
Address	731 W. M. Street	City Erwin ST NC Zip 28399
Property Owner (3)	Gregory T. Wilson	Mailing
Address	8608 Appaloosa Way Lane	City Charlotte ST NC Zip
Property Owner (4)	Arthur Lee Brown	Mailing
Address	609 N. 16th Street	City Erwin ST NC Zip 28399
Property Owner (5)	James A Brewington	Mailing
Address	999 Blackman Road	City Dunn ST NC Zip 28334
Property Owner (6)	Esther Hicks and Others	Mailing
Address	513 West M. Street	City Erwin ST NC Zip 28399
Property Owner (7)	Sally H. Wilson	Mailing
Address	614 Old Stage Road	City Coats ST NC Zip
Property Owner (8)	William Gerald Minsbew	Mailing
Address	308 W K Street	City Erwin ST NC Zip 28399
Property Owner (9)	Phillip Ennis and Anne Ennis	Mailing
Address	2835 Fairground Road	City Dunn ST NC Zip 28334
Property Owner (10)	Town of Erwin	Mailing
Address	PO Box 459	City Erwin ST NC Zip 28399
Property Owner (11)	Harnett County	Mailing
Address	PO Box 759	City Lillington ST NC Zip 27546
Property Owner (12)	David Johnson and Veronica Johnson	Mailing
Address	130 Annie Louise Lane	City Erwin ST NC Zip 28399
Property Owner (13)		Mailing
Address		City Erwin ST Zip 28399

SU- 2011 025

Adjacent Property Owners

1

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

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

   Yes    No \_\_\_\_\_

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

   Yes    No \_\_\_\_\_

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

   Yes    No \_\_\_\_\_

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

   Yes    No \_\_\_\_\_

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

   Yes    No \_\_\_\_\_

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

   Yes    No \_\_\_\_\_

7. That the special 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

   Yes    No \_\_\_\_\_



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### SPECIAL USE APPLICATION PROCEDURES

1. Completed application for the Special 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 first Friday of the month prior to the following Town Board.
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 Special 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 \$300.

#### Conditions and Guarantees

Prior to the granting of any special use, the Board of Commissioners may stipulate, such conditions and restrictions upon the establishment, location, reconstruction, maintenance, and operation of the special 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 special 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 Special Use Permit following the public hearing.



**Action by the Board of Commissioners**

In granting a Special 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 special 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 special 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.



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### IMPORTANT

This is a complete Special Use Application package consisting of 10 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 Special 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 – Special Uses.
- Complete the Special Use Permit Application, the Special 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

SU-2023-005

Important

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## **TOWN OF ERWIN**

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### **Processing Requirements**

Special 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 site 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 10 copies of this completed application. Each member of the Governing 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 first Friday of the month to be placed on following month's Town Board Agenda.

**Town of Erwin  
Record and Decisions**

**Office Use Only**

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

**Public Hearing Date and Comments:** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

<u>Governing Body Motion</u>	<u>Record of Decision:</u>	Yea	Nay
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>

**Town Board Decision and Date** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Certified By:** \_\_\_\_\_





**COMMENTS ON SURVEY AND COORDINATE**

1. THE SURVEY WAS CONDUCTED BY THE SURVEYOR ON THE DATE INDICATED ABOVE.

2. THE SURVEY WAS CONDUCTED IN ACCORDANCE WITH THE SURVEYING ACT AND THE REGULATIONS THEREUNDER.

3. THE SURVEY WAS CONDUCTED IN ACCORDANCE WITH THE SURVEYING ACT AND THE REGULATIONS THEREUNDER.

4. THE SURVEY WAS CONDUCTED IN ACCORDANCE WITH THE SURVEYING ACT AND THE REGULATIONS THEREUNDER.

5. THE SURVEY WAS CONDUCTED IN ACCORDANCE WITH THE SURVEYING ACT AND THE REGULATIONS THEREUNDER.

6. THE SURVEY WAS CONDUCTED IN ACCORDANCE WITH THE SURVEYING ACT AND THE REGULATIONS THEREUNDER.

7. THE SURVEY WAS CONDUCTED IN ACCORDANCE WITH THE SURVEYING ACT AND THE REGULATIONS THEREUNDER.

8. THE SURVEY WAS CONDUCTED IN ACCORDANCE WITH THE SURVEYING ACT AND THE REGULATIONS THEREUNDER.

9. THE SURVEY WAS CONDUCTED IN ACCORDANCE WITH THE SURVEYING ACT AND THE REGULATIONS THEREUNDER.

10. THE SURVEY WAS CONDUCTED IN ACCORDANCE WITH THE SURVEYING ACT AND THE REGULATIONS THEREUNDER.

**SITE PLAN NOTES**

1. TOTAL NUMBER OF UNITS: 100

2. PARKING SPACES: 100

3. ALL DIMENSIONS SHOWN ARE IN METERS

**CHESHAM**

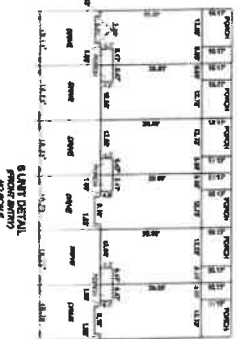
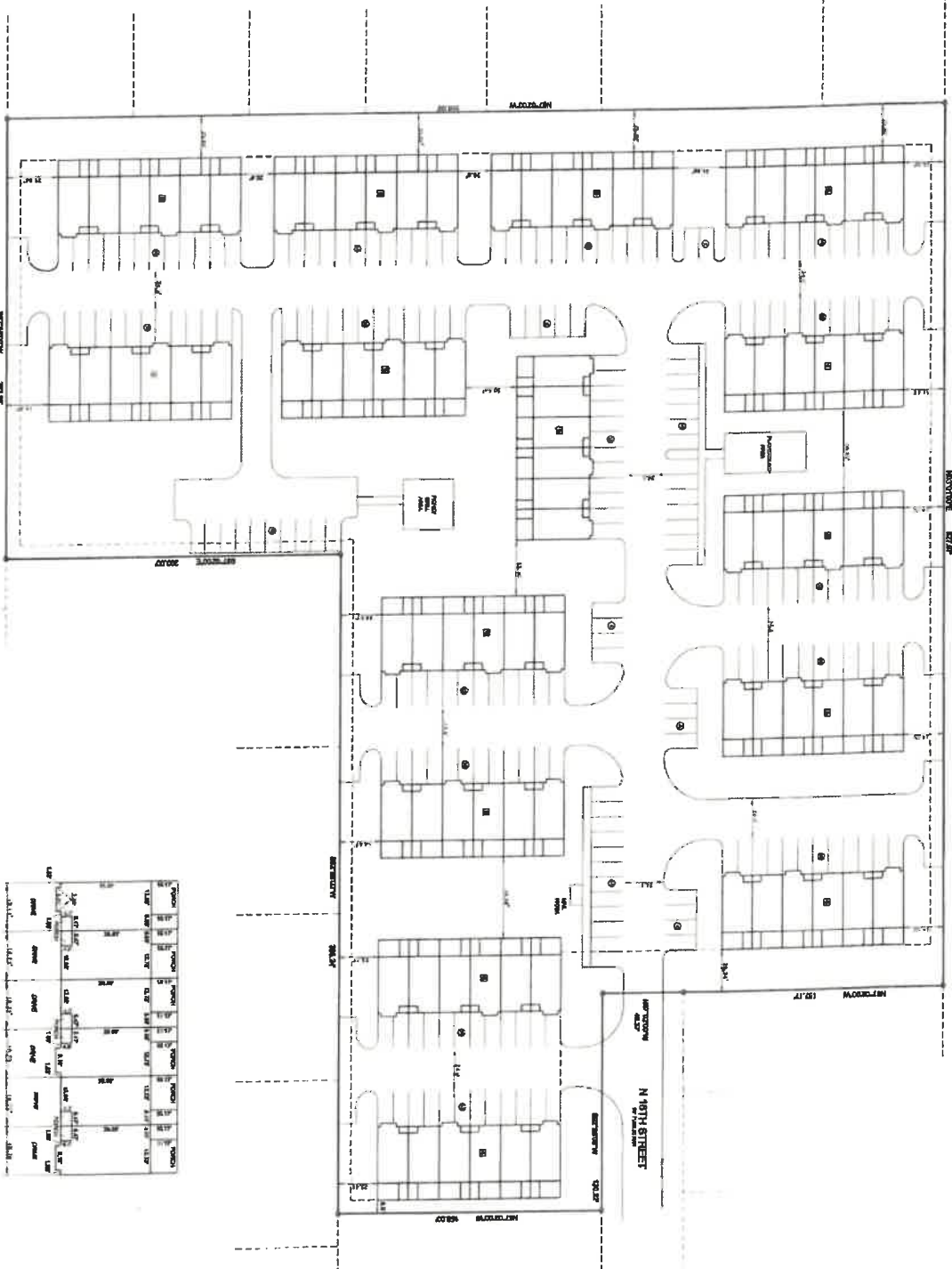
APPROXIMATE DATE: 02/10/2010

APPROVED BY: [Signature]

DATE: 02/10/2010

PROJECT NO: [Number]

SCALE: 1:500



Site - 2010-500



# SPECIAL USE REQUEST STAFF REPORT

Case: SU-2023-005

Snow Bowden, Town Manager

townmanager@erwin-nc.org

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

Public Hearing Date: Thursday, September 7th at 7PM

Requested special use permit to build a total of ten (10) townhomes on four separate parcels that would become ten separate parcels if granted.

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## Applicant Information

### **Owner of Record:**

Name: Temple of New Beginnings Ministries

Address: 1867 Neills Creek Road

City/State/Zip: Lillington, NC 27546

### **Applicant:**

Name: Alternative Investments Holdings, INC.

Address: 3324 Mason Street

City/State/Zip: Fayetteville, NC 28301

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## Property Description

Harnett County Tax PIN 0597-56-2485.000

Acres 6.17

Zoning District- R-6)

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## Vicinity Map

- See Attached Document

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## Physical Characteristics

Site Description: This is a large vacant tract of land at the end of North 16<sup>th</sup> Street. There does not appear to be any existing easements on the property.

Surrounding Land Uses: The primary land uses that surround this parcel are residential. The old Erwin Mill is across the street from one of the corner lots (301 North 15<sup>th</sup> Street) that is included in this request.

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## Services Available

- Electricity (Duke Energy)
  - Telephone (Centurylink)
  - Harnett Regional Water
- 
- 

## Zoning District Compatibility

Special Use	R-6
Townhomes	X

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## Staff Evaluation

### Staff Evaluation

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

- **Reasoning:** Townhomes are allowed with a special use permit in our R-6 Zoning District.

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

- **Reasoning:** Yes, there is a need for additional single-family homes in the area. This would provide 90 additional attached single-family dwellings inside our Town Limits.

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:** This tract of land is surrounded by primarily residential land uses. The proposed land use would remain residential.

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

- **Reasoning:** This parcel is located in an area identified for Medium Intensity Growth in our 2014 Land Use Plan. This area should include medium to high density residential land uses.

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

- **Reasoning:** Yes, these are parcels already accessible from North 15<sup>th</sup> Street

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 will be three parking spaces for each unit with one being inside the garage and two spaces in each driveway.

Yes  No That the special 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.

- **Reasoning:** Yes.

Attachments:

- SU-2023-005 Application
- SU-2023-005 Staff Report
- SU-2023-005 Site Plan
- SU-2023-005 Harnett County GIS Image with Zoning
- SU-2023-005 Harnett County GIS Image with no Zoning
- SU-2023-005 Harnett County GIS Image with easements
- SU-2023-005 Harnett County GIS Image with sewer and water lines shown
- SU-2023-005 property owners notified



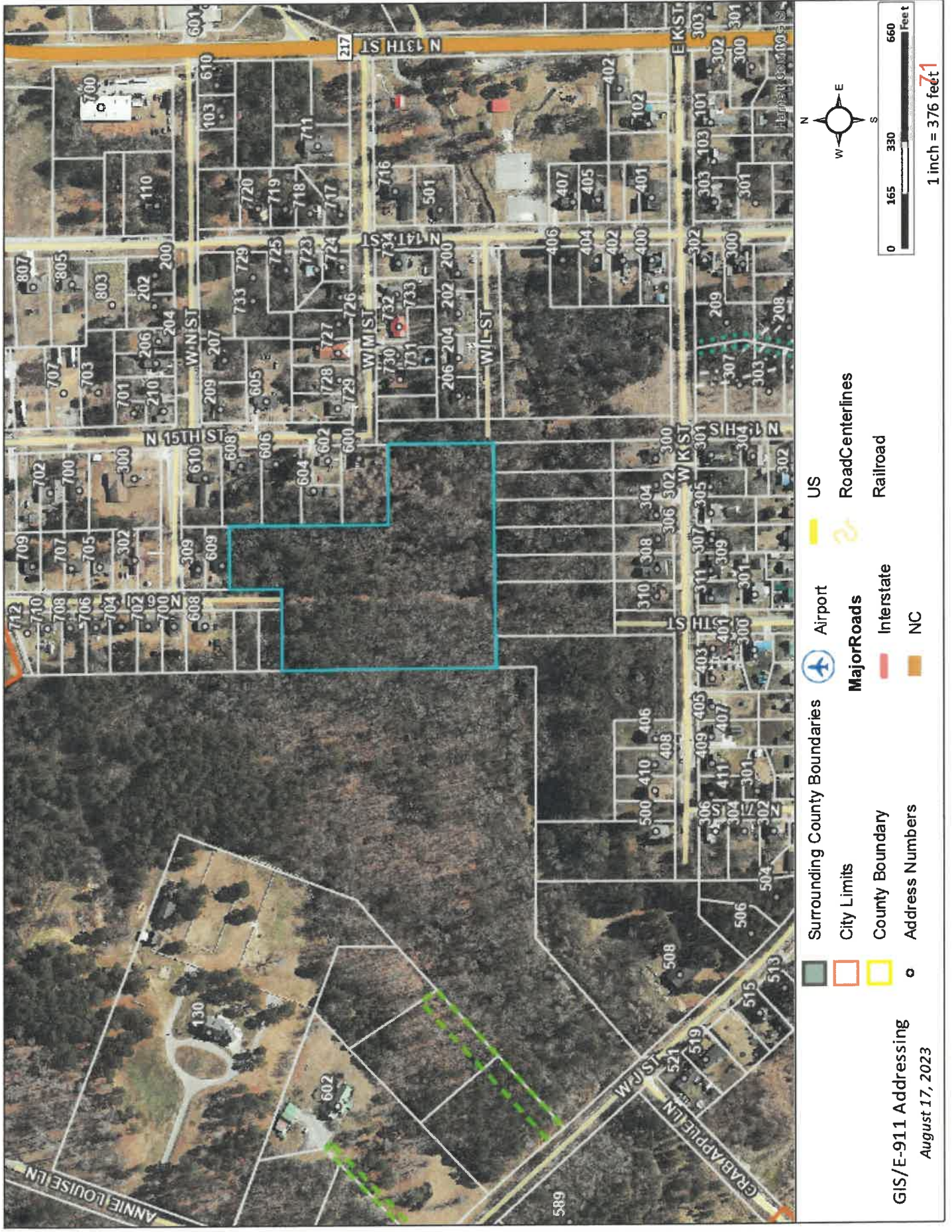








# Harnett GIS



NOT FOR LEGAL USE .

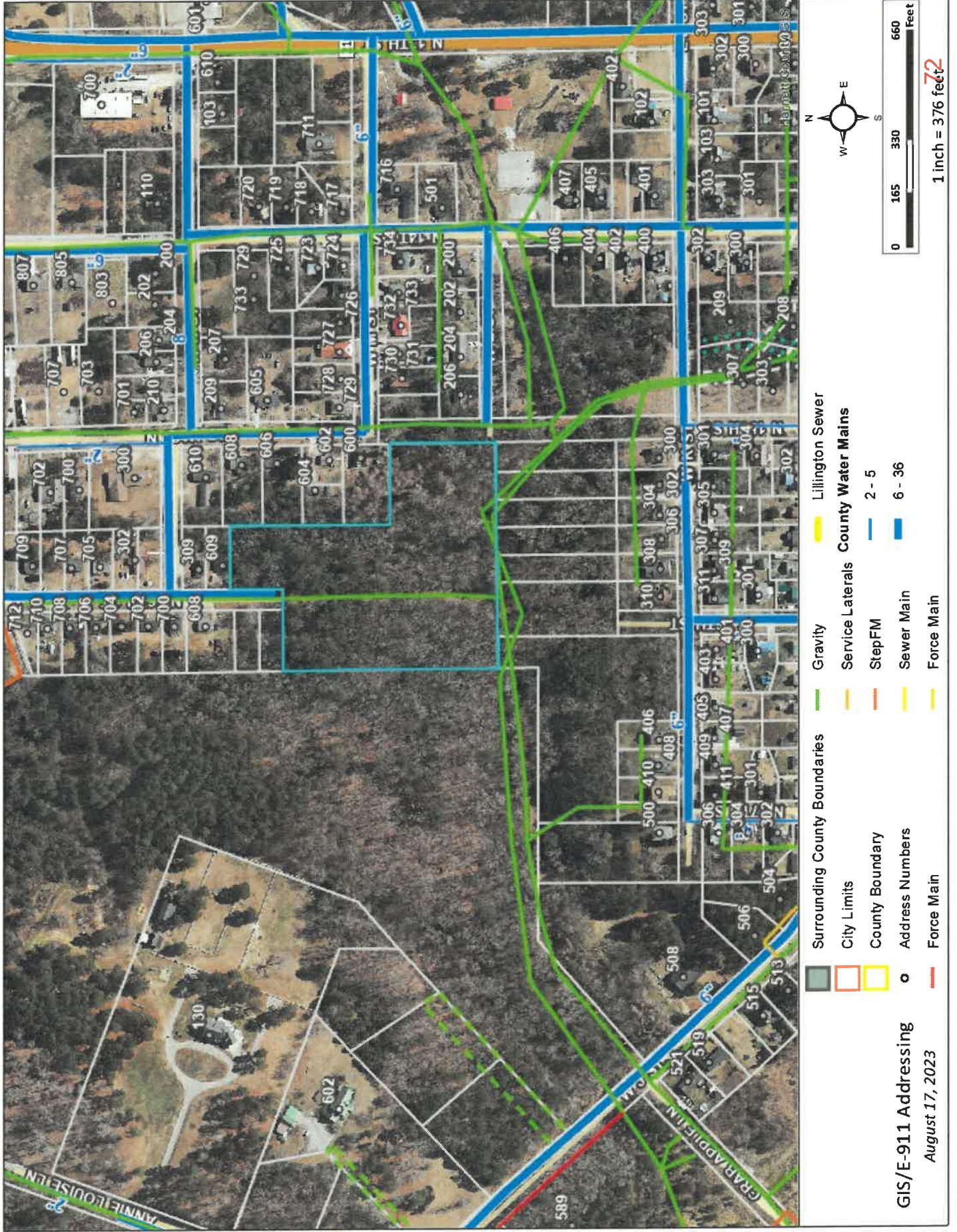
1 inch = 376 feet

- Surrounding County Boundaries
- City Limits
- County Boundary
- Address Numbers
- Airport
- Major Roads
  - Interstate
  - NC
- US
- Road Centerlines
- Railroad

GIS/E-911 Addressing  
 August 17, 2023



# Harnett GIS



NOT FOR LEGAL USE .

Temple of New Beginnings  
1867 Neills Creek Road  
Lillington, NC 27546

Esther Hicks  
600 North 15<sup>th</sup> Street  
Erwin, NC 28339

Desseree Hicks  
702 N 15<sup>th</sup> Street  
Erwin, NC 28339

Dexter Cox  
731 W M Street  
Erwin, NC 28339

Gregory Wilson  
8608 Appaloosa Way LN  
Charlotte, NC 28216

Arthur Lee Brown  
609 N 16<sup>th</sup> Street  
Erwin, NC 28339

James Brewington  
993 Blackman Road  
Dunn, NC 28334

David and Veronica Johnson  
130 Annie Louise LN  
Erwin, NC 2833

Harnett County  
PO Box 759  
Lillington, NC 27546

Phillip and Anne Ennis  
2835 Fairground RD  
Dunn, NC 28334

Sally Wilson  
614 Old Stage Road  
Coats, NC 27521

William Minsheu  
308 W K Street  
Erwin, NC 28339

Christopher and Deanna Head  
4219 Elm Trace Drive  
Smellville, GA 30052

Alternative Investment Holdings, INC.  
324 Mason Street  
Fayetteville, NC 28301





# TOWN OF ERWIN

P.O. Box 459 · Erwin, NC 28339  
Ph: 910-897-5140 · Fax: 910-897-5543  
www.erwin-nc.org

08/15/2023

## Notice of a Public Hearing SU-2023-005

**Mayor**  
Randy L. Baker  
**Mayor Pro Tem**  
Ricky W. Blackmon  
**Commissioners**  
Alvester L. McKoy  
Timothy D. Marbell  
Charles L. Byrd  
David L. Nelson  
William R. Turnage

The Board of Commissioners of the Town of Erwin will hold a public hearing pursuant to NC General Statute 160D-406 on September 7th, 2023 at 7:00 P.M. at the Erwin Town Hall, 100 West F Street, Erwin, North Carolina to hear public comment on a proposed special use permit application request.

There has been a special use permit application submitted to the Town to build a townhome development on a vacant parcel of land. The property does not have an identifying address. It can be identified by its Harnett County Tax PIN # 0597-56-2485.000. The parcel is at the end of North 16<sup>th</sup> Street. It is 6.16 acres.

A copy of this case is available for review at the Erwin Town Hall. Questions concerning this case can be addressed to the Town Manager Snow Bowden at 910-591-4200 or by email at [townmanager@erwin-nc.org](mailto:townmanager@erwin-nc.org).

Regards,

Snow Bowden  
Town Manager

## NOTICE OF PUBLIC HEARING

The Town of Erwin Board of Commissioners will conduct a Public Hearing on the following item pursuant to NC General Statute 160D-406, on Thursday, September 7, 2023, at 7:00 P.M. in the Erwin Municipal Building Board Room located at 100 West F Street, Erwin, NC 28339. Questions can be addressed to the Town Manager Snow Bowden at 910-591-4200 or by email at [townmanager@erwin-nc.org](mailto:townmanager@erwin-nc.org).

- Case ZT-2023-005: Request to have the following parcels rezoned from Highway Business (B-2) to Residential-6-Conditional District (R6-CD):
  - \* 40 Professional Park (HC Tax PIN # 1507-33-1583.000)
  - \* 100 Professional Park (HC Tax PIN # 1507-23-9378.000)
  - \* 140 Professional Park (HC Tax PIN # 1507-23-7207.000)
  - \* 137 Professional Park (HC Tax PIN # 1507-23-7068.000)
  - \* 119 Professional Park (HC Tax PIN # 1507-33-0088.000)
  - \* 87 Professional Park (HC Tax PIN # 1507-33-2136.000)
  - \* 51 Professional Park (HC Tax PIN # 1507-33-3278.000)
- Case SU-2023-005: Special Use Permit Application to build a townhome development on a vacant parcel of land. The 6.16-acre parcel does not have an identifying address and is located at the end of N 16th Street. It can also be identified by its Harnett County Tax PIN # 0597-56-2485.000.
- Case SU-2023-006: Special Use Permit Application to build a townhome development on four vacant parcels that are listed below:
  - \* 301 N 15th Street (HC Tax PIN # 0597-55-7446.000)
  - \* 303 N 15th Street (HC Tax PIN # 0597-55-7555.000)
  - \* 307 N 15th Street (HC Tax PIN # 0597-55-7660.000)
  - \* This lot has no identified address and is on the corner of N 15th Street and W K Street (HC Tax PIN # 0597-55-7667.000)
- Erwin Comprehensive Land Use Plan- Final Presentation

These cases are available for review at the Erwin Town Hall. All persons desiring to be heard either for or against the proposed items set forth above are requested to be present at the above-mentioned time and place.

8/22,29/2023

**MINUTES CONTINUED FROM SEPTEMBER 7, 2023**

Town Manager Snow Bowden stated that the Town received a special use application to build ten townhomes at the corner of W J Street and W K Street. The applicant was present to speak.

Applicant, Brian Vo, came forward and was sworn in by Town Clerk Lauren Evans.

Mr. Vo addressed the Board. He stated he requested to build 10 townhomes of the corners of W J Street and W K Street. The plan he provided showed that the townhomes looked very nice and would make the area look more colorful too. He hoped everything with the request was good and could be approved.

Mayor Baker asked if anyone was present to speak in favor of or against the request.

No one came forward.

Commissioner Blackmon made a motion to close the Public Hearing and was seconded by Commissioner Turnage. **The Board voted unanimously.**

Commissioner Blackmon stated he knew we had drainage issues behind these properties, he asked Town Engineer Bill Dreitzler if it would effect anything with these lots.

Town Engineer Bill Dreitzler stated he had not had an opportunity to review this case so he could not answer that question.

Commissioner Blackmon stated he knew Harnett Regional Water had a sanitary sewer easement through there, it would be mighty tight.

Mayor Baker stated it was proposed zero lot line on the sides being townhomes but as for the front and rear setbacks, it appeared to be 15 ft setbacks but because of the easements in the rear, we must pull that setback from the easement. This was just a preliminary and any adjustments that must be made to ensure developmental compliance will have to be made and approved before any permits are issued.

Commissioner Blackmon made a motion in the affirmative, seconded by Commissioner Nelson, and unanimously approved by the Board that the use requested is listed among the special uses in the district for which the application is made. Reasoning that townhomes are allowed with a special use permit in our Residential Mill Village Zoning District.

Commissioner Blackmon made a motion in the affirmative, seconded by Commissioner Nelson, and unanimously approved by the Board that the requested use is essential or desirable to the public convenience or welfare. Reasoning that there is a need for additional single-family homes in the area. This would provide 10 additional attached single-family dwellings inside our Town Limits.

Commissioner Nelson made a motion in the affirmative, seconded by Commissioner Blackmon, and unanimously approved by the Board that 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 that the tract of land is surrounded by primarily residential land uses. The proposed land use would remain residential.

Commissioner McKoy made a motion in the affirmative, seconded by Commissioner Blackmon, and unanimously approved by the Board that the requested use will be in conformity with the Land Development Plan. Reasoning that this parcel is located in an area identified for Medium Intensity

**MINUTES CONTINUED FROM SEPTEMBER 7, 2023**

Growth in our 2014 Land Use Plan. This area should include medium to high-density residential land uses.

Commissioner Blackmon made a motion in the affirmative, seconded by Commissioner Nelson, and unanimously approved by the Board that adequate utilities, access roads, drainage, sanitation, and/or other necessary facilities have been or are being provided. Reasoning that these are parcels already accessible from North 15th Street.

Commissioner Nelson made a motion in the affirmative, seconded by Commissioner Blackmon, and unanimously approved by the Board 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 that there will be three parking spaces for each unit with one being inside the garage and two spaces in each driveway.

Commissioner McKoy made a motion in the affirmative, seconded by Commissioner Blackmon, and unanimously approved by the Board that the special 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.

Commissioner Blackmon made a motion, seconded by Commissioner Nelson, and unanimously approved by the Board to recommend that the proposed special use permit application meets all the Findings of Facts in the Affirmative, the proposed amendment is consistent with those documents that constitute the officially adopted land development plan and other applicable plans and to recommend the approval of SU-2023-006 Special Use Application to build a townhome development on four vacant parcels of land:

- 301 North 15th Street (HC Tax PIN # 0597-55-7446.000)
- 303 North 15th Street (HC Tax PIN # 0597-55-7555.000)
- 307 North 15th Street (HC Tax PIN # 0597-55-7660.000)
- Lot on the corner of North 15th Street with no identifying address (HC Tax PIN # 0597- 55-7667.000)

**NEW BUSINESS**

**Mill Reunion- Gentry Rental**

Town Manager Snow Bowden informed the Board that we received a request from the organizer for the Mill Reunion. They would like to rent Gentry but the school system required for the Town to call them since the event is part of Denim Days. There would be no charge to the Town. He stated he did not feel comfortable renting the building on behalf of the Town without the support of the Board. Town Staff would not be present, it would be run by volunteers.

Commissioner Blackmon made motion to authorize Town Manager Snow Bowden to rent the Gentry Building on behalf of the Town of Erwin for the Erwin Denim Days Mill Union and was seconded by Commissioner Nelson. **The Board voted unanimously.**



# Erwin Board of Commissioners

## REQUEST FOR CONSIDERATION

To: The Honorable Mayor and Board of Commissioners

From: Snow Bowden, Town Manager

Date: September 7, 2023

Subject: SU-2023-006

The Town has received a special use application to build ten (10) townhomes on four separate lots at the moment. If approved the four lots would become ten separate lots with an attached-single family dwelling on each parcel.

\*Townhomes are considered single-family dwellings. The unit does have a shared wall but the homeowner owns the unit and the land the parcel is on.

### Attachments:

- SU-2023-006 Application
- SU-2023-006 Staff Report
- Harnett County GIS Image with zoning
- Harnett County GIS Image with no zoning
- Harnett County GIS Image with easements
- Harnett County GIS Image with sewer lines
- Property owners notified
- SU-2023-006 Public Notice Letter
- SU-2023-006 Newspaper Notice



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**PAID**

AUG 11 2023

TOWN OF ERWIN

check 7704

**SPECIAL USE PERMIT APPLICATION**

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

Applicant Name	MY Homes LLC	Property Owner Name	MY the VO
Mailing Address	202 Winterlochman dr	Mailing Address	11 11
City, State, Zip	Dunn NC 28334	City, State, Zip	11 11
Telephone	678-468-9675	Telephone	11 11
Email		Email	

Address of Subject Property	TOWN Homes Development		
Parcel Identification Number(s) (PIN) of Subject Property	see staff memo		.000
Legal Relationship of Applicant to Owner	owner	Floodplain SFHA	Yes <input checked="" type="checkbox"/> No
Legal Description: Lot	Block	Subdivision	
Zoning District	Wetlands	Yes No	Watershed Area Yes No
Public Water Available: <input checked="" type="checkbox"/> or N	Public Sewer Available: <input checked="" type="checkbox"/> or N	Existing Septic Tank: Y or <input checked="" type="checkbox"/> N	
Number of Buildings to Remain	N/A	Gross Floor Area to Remain	N/A
Describe Proposed Project or Request with Conditions proposed by applicant: Town homes			
Total Acreage or Square Footage to be Disturbed			
Estimated Cost of Project \$			

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

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.

Date Application Submitted	8/11/23	Office Use Only	Application Fee \$	750	Received By	MJB
Case #	SU-2023-005006					



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## Special Use Signature Page

It is understood by the undersigned that the development and execution of the Special Use Permit 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 special 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 Special 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 special use, the Board of Commissioners may stipulate, such conditions and restrictions upon the establishment, location, reconstruction, maintenance, and operation of the special 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 special 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 Special Use Permit does not exempt applicant from complying with all of the requirements of building codes and other ordinances.

SU- 2023 - 006

Signature Page

Page 1 of 2





See Staff Report



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

Property Owner (1)	_____	Mailing
Address	_____ City _____	ST _____ Zip _____
Property Owner (2)	_____	Mailing
Address	_____ City _____	ST _____ Zip _____
Property Owner (3)	_____	Mailing
Address	_____ City _____	ST _____ Zip _____
Property Owner (4)	_____	Mailing
Address	_____ City _____	ST _____ Zip _____
Property Owner (5)	_____	Mailing
Address	_____ City _____	ST _____ Zip _____
Property Owner (6)	_____	Mailing
Address	_____ City _____	ST _____ Zip _____
Property Owner (7)	_____	Mailing
Address	_____ City _____	ST _____ Zip _____
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 _____

SU-

See staff report

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

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

   Yes    No \_\_\_\_\_  
\_\_\_\_\_

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

   Yes    No \_\_\_\_\_  
\_\_\_\_\_

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

   Yes    No \_\_\_\_\_  
\_\_\_\_\_

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

   Yes    No \_\_\_\_\_  
\_\_\_\_\_

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

   Yes    No \_\_\_\_\_  
\_\_\_\_\_

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

   Yes    No \_\_\_\_\_  
\_\_\_\_\_

7. That the special 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

   Yes    No \_\_\_\_\_  
\_\_\_\_\_



## TOWN OF ERWIN

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### **SPECIAL USE APPLICATION PROCEDURES**

1. Completed application for the Special 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 first Friday of the month prior to the following Town Board.
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 Special 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 \$300.

#### **Conditions and Guarantees**

Prior to the granting of any special use, the Board of Commissioners may stipulate, such conditions and restrictions upon the establishment, location, reconstruction, maintenance, and operation of the special 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 special 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 Special Use Permit following the public hearing.

**Action by the Board of Commissioners**

In granting a Special 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 special 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 special 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.





## TOWN OF ERWIN

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### IMPORTANT

This is a complete Special Use Application package consisting of 10 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 Special 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 – Special Uses.
- Complete the Special Use Permit Application, the Special 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



## TOWN OF ERWIN

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### Processing Requirements

Special 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 site 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 10 copies of this completed application. Each member of the Governing 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 first Friday of the month to be placed on following month's Town Board Agenda.

**Town of Erwin  
Record and Decisions**

**Office Use Only**

Notice Mailed \_\_\_\_\_

Property Posted \_\_\_\_\_

Newspaper Advertised Date \_\_\_\_\_

**Public Hearing Date and Comments:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Governing Body Motion**

**Record of Decision:**

**Yea Nay**

<b><u>Governing Body Motion</u></b>	<b>Record of Decision:</b>	<b>Yea</b>	<b>Nay</b>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>

**Town Board Decision and Date** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Certified By:** \_\_\_\_\_







MR. SNOW  
FROM: BSIAM





# SPECIAL USE REQUEST STAFF REPORT

Case: SU-2023-006

Snow Bowden, Town Manager

[townmanager@erwin-nc.org](mailto:townmanager@erwin-nc.org)

Phone: (910) 591-4200

Fax: (910) 897-5543

Public Hearing Date: Thursday, September 7th at 7PM

Requested special use permit to build a total of ten (10) townhomes on four separate parcels that would become ten separate parcels if granted.

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## Applicant Information

### Owner of Record:

Name: My Homes, LLC.

Address: 202 Winterlochen Drive

City/State/Zip: Dunn, NC 28334

### Applicant:

Name: My Homes, LLC.

Address: 202 Winterlochen Dr.

City/State/Zip: Dunn, NC 28334

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## Property Description

Harnett County Tax PIN 0597-55-7446.000

Acres .27

Zoning District- Residential Mill Village (RMV)

Address- 301 North 15<sup>th</sup> Street

Harnett County Tax PIN 0597-55-7555.000

Acres .30

Zoning District- Residential Mill Village (RMV)

Address- 303 North 15<sup>th</sup> Street

Harnett County Tax PIN 0597-55-7660.000

Acres .32

Zoning District- Residential Mill Village (RMV)

Address- 307 North 15<sup>th</sup> Street

Harnett County Tax PIN 0597-55-7667.000

Acres .30

Zoning District- Residential Mill Village (RMV)

No address

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## Vicinity Map

- See Attached Document

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## Physical Characteristics

Site Description: Currently, four vacant tracts of land that are mostly clear. There is a fairly large sewer easement that runs across these parcels. The parcels are mostly cleared towards the front of each lot. The parcels are near the damage to the side of the road off of West J Street.

Surrounding Land Uses: The primary land uses that surround this parcel are residential. The old Erwin Mill is across the street from one of the corner lots (301 North 15<sup>th</sup> Street) that is included in this request.

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## Services Available

- Electricity (Duke Energy)
- Telephone (Centurylink)
- Harnett Regional Water

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## Zoning District Compatibility

Special Use	RMV
Townhomes	X

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## Staff Evaluation

### Staff Evaluation

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

- **Reasoning:** Townhomes are allowed with a special use permit in our Residential Mill Village Zoning District.

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

- **Reasoning:** Yes, there is a need for additional single-family homes in the area. This would provide ten additional attached single-family dwellings inside our Town Limits.

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:** This tract of land is surrounded by primarily residential land uses. The proposed land use would remain residential.



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

- **Reasoning:** This parcel is located in an area identified for Medium Intensity Growth in our 2014 Land Use Plan. This area should include medium to high density residential land uses.

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

- **Reasoning:** Yes, these are parcels already accessible from North 15<sup>th</sup> Street

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 will be three parking spaces for each unit with one being inside the garage and two spaces in each driveway.

Yes  No That the special 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.

- **Reasoning:** Yes.

Attachments:

- SU-2023-006 Application
- SU-2023-006 Staff Report
- SU-2023-006 Site Plan
- SU-2023-006 Harnett County GIS Image with Zoning
- SU-2023-006 Harnett County GIS Image with no Zoning
- SU-2023-006 Harnett County GIS Image with easements
- SU-2023-006 Harnett County GIS Image with sewer water lines shown
- SU-2023-006 property owners notified





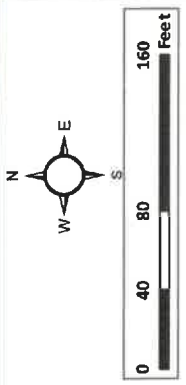




# Harnett GIS



Harnett County GIS



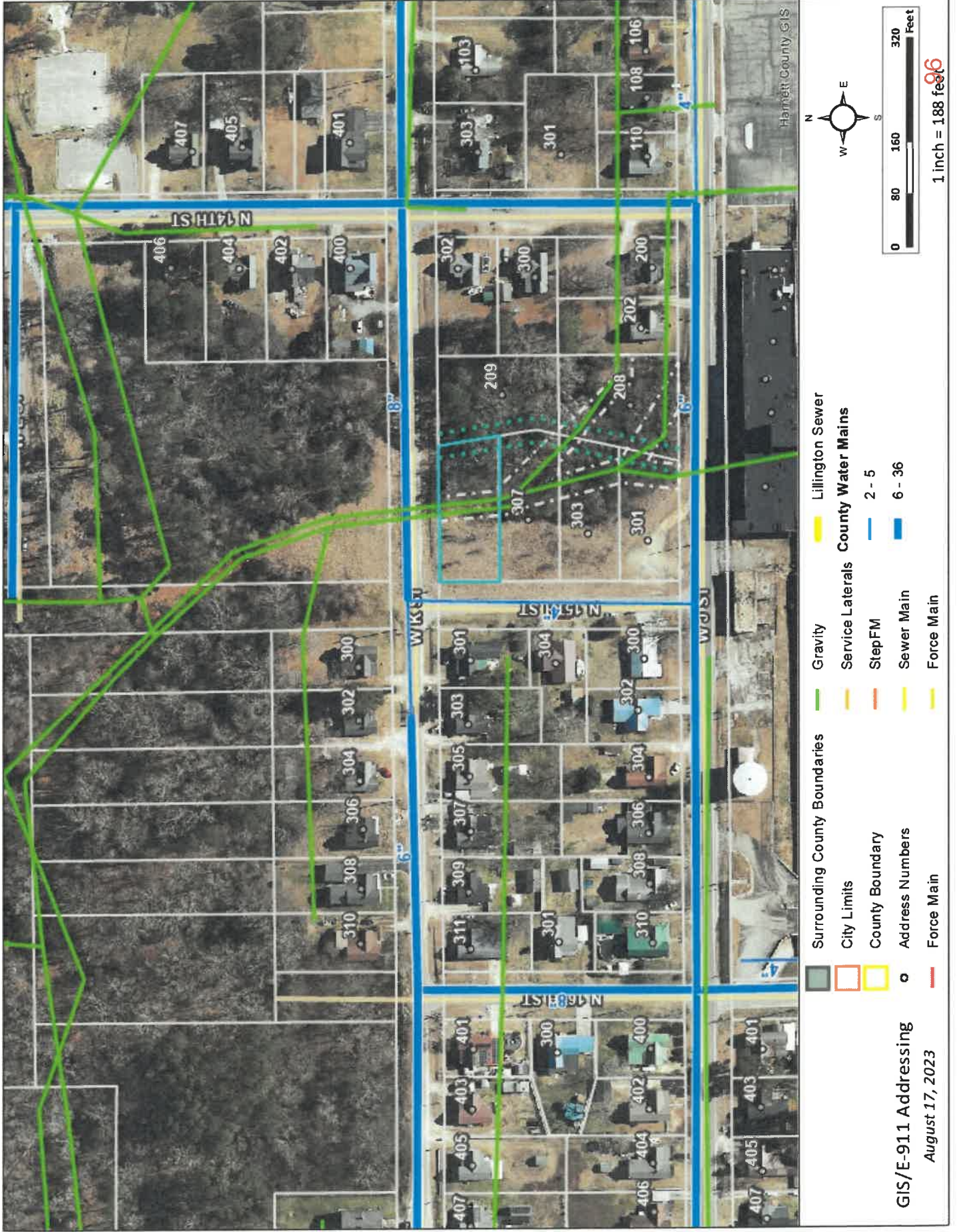
- Surrounding County Boundaries
- City Limits
- County Boundary
- Address Numbers
- Airport
- Major Roads
- Interstate
- NC
- US
- Road Centerlines
- Railroad

GIS/E-911 Addressing  
August 17, 2023

NOT FOR LEGAL USE .



# Harnett GIS



NOT FOR LEGAL USE .

Harnett County GIS

1 inch = 188 feet

- Surrounding County Boundaries
- City Limits
- County Boundary
- Address Numbers
- Force Main
- Gravity
- Service Laterals
- StepFM
- Sewer Main
- Force Main
- Lillington Sewer
- County Water Mains
- 2 - 5
- 6 - 36

GIS/E-911 Addressing  
August 17, 2023

My Homes LLC  
202 Winterlochen Drive  
Dunn, NC 28334

Fredrick and Jennifer Bontemps  
5104 Highcroft Drive  
Cary, NC 27519

Procal Construction  
PO Box 387  
Coats, NC 27521

Gregory and Melinda McGuire  
304 N 15<sup>th</sup> Street  
Erwin, NC 28339

Angela Renee Hall  
301 W K Street  
Erwin, NC 28339

W Cliff Martin Company  
PO Box 309  
Polkton, NC 28135

Ricky Smith  
Avis Smith  
PO Box 2652  
Lillington, NC 27546

200 North 13 LLC  
320 Roebling St.  
STE 125  
Brooklyn, NY 11211



# TOWN OF ERWIN

P.O. Box 459 • Erwin, NC 28339  
Ph: 910-897-5140 • Fax: 910-897-5543  
www.erwin-nc.org

08/15/2023

## Notice of a Public Hearing SU-2023-006

**Mayor**  
Randy L. Baker  
**Mayor Pro Tem**  
Ricky W. Blackmon  
**Commissioners**  
Alvester L. McKoy  
Timothy D. Marbell  
Charles L. Byrd  
David L. Nelson  
William R. Turnage

The Board of Commissioners of the Town of Erwin will hold a public hearing pursuant to NC General Statute 160D-406 on September 7th, 2023 at 7:00 P.M. at the Erwin Town Hall, 100 West F Street, Erwin, North Carolina to hear public comment on a proposed special use permit application request.

There has been a special use permit application submitted to the Town to build a townhome development on four vacant parcels of land that are listed below:

- 301 North 15<sup>th</sup> Street (HC Tax PIN # 0597-55-7446.000)
- 303 North 15<sup>th</sup> Street (HC Tax PIN # 0597-55-7555.000)
- 307 North 15<sup>th</sup> Street (HC Tax PIN # 0597-55-7660.000)
- No identifying address the lot is on the corner of North 15<sup>th</sup> Street and West K Street (HC Tax PIN # 0597-55-7667.000)

A copy of this case is available for review at the Erwin Town Hall. Questions concerning this case can be addressed to the Town Manager Snow Bowden at 910-591-4200 or by email at [townmanager@erwin-nc.org](mailto:townmanager@erwin-nc.org).

Regards,

Snow Bowden  
Town Manager



## NOTICE OF PUBLIC HEARING

The Town of Erwin Board of Commissioners will conduct a Public Hearing on the following item pursuant to NC General Statute 160D-406, on Thursday, September 7, 2023, at 7:00 P.M. in the Erwin Municipal Building Board Room located at 100 West F Street, Erwin, NC 28339. Questions can be addressed to the Town Manager Snow Bowden at 910-591-4200 or by email at [townmanager@erwin-nc.org](mailto:townmanager@erwin-nc.org).

- Case ZT-2023-005: Request to have the following parcels rezoned from Highway Business (B-2) to Residential-6-Conditional District (R6-CD):
  - \* 40 Professional Park (HC Tax PIN # 1507-33-1583.000)
  - \* 100 Professional Park (HC Tax PIN # 1507-23-9378.000)
  - \* 140 Professional Park (HC Tax PIN # 1507-23-7207.000)
  - \* 137 Professional Park (HC Tax PIN # 1507-23-7068.000)
  - \* 119 Professional Park (HC Tax PIN # 1507-33-0088.000)
  - \* 87 Professional Park (HC Tax PIN # 1507-33-2136.000)
  - \* 51 Professional Park (HC Tax PIN # 1507-33-3278.000)
- Case SU-2023-005: Special Use Permit Application to build a townhome development on a vacant parcel of land. The 6.16-acre parcel does not have an identifying address and is located at the end of N 16th Street. It can also be identified by its Harnett County Tax PIN # 0597-56-2485.000.
- Case SU-2023-006: Special Use Permit Application to build a townhome development on four vacant parcels that are listed below:
  - \* 301 N 15th Street (HC Tax PIN # 0597-55-7446.000)
  - \* 303 N 15th Street (HC Tax PIN # 0597-55-7555.000)
  - \* 307 N 15th Street (HC Tax PIN # 0597-55-7660.000)
  - \* This lot has no identified address and is on the corner of N 15th Street and W K Street (HC Tax PIN # 0597-55-7667.000)
- Erwin Comprehensive Land Use Plan- Final Presentation

These cases are available for review at the Erwin Town Hall. All persons desiring to be heard either for or against the proposed items set forth above are requested to be present at the above-mentioned time and place.

8/22,29/2023



## MINUTES CONTINUED FROM SEPTEMBER 7, 2023

### **Pump Station Road Preliminary Plat**

Commissioner Blackmon asked to be excused from the discussion and voting due to a conflict of interest. He worked part-time with the company that submitted the plat.

Commissioner Nelson made a motion to excuse Commissioner Blackmon and was seconded by Commissioner McKoy. **The Board voted unanimously.**

Town Manager Snow Bowden stated this subdivision created six new lots, five of which were developable. A road maintenance agreement would have to be in place prior to finalizing. They do plan on extending water out there and will be on septic tanks. The Planning Board did recommend this for approval.

Commissioner Nelson made a motion to approve the Pump Station Road Preliminary Plat and was seconded by Commissioner McKoy. **The Board voted unanimously.**

## MANAGER'S REPORT

Town Manager Snow Bowden informed the Board that:

- We were working with Ample Storage to try and get them in a position to break ground on their site and tear down the old white house restaurant off of HWY 421.
- He reached out to the Soil and Water Division at Harnett County and told them that we were interested in applying for a CAPP grant to improve the ditch at Porter Park. Hopefully, we will have an update for you at our September workshop meeting.
- We have explored our options and have had a few discussions with design firms about our desire to build a new Public Works facility. We are still exploring the best route to take.
- He had not had any luck with the company that helped us with the plans for the Depot. Doug Burns was on the team with CPNI that has held two economic development workshops in Erwin. He reached out to him and was hoping that he can help us get to our desired outcome of getting the building torn down to its foundation and a plan for the future development of that site.
- We just need to get on top of the Community Building grant we have reported it as required but have not had much luck with finding someone to do the work. Due to the costs of the project we will need to get multiple bids. It has been busy here it is something that he have not been able to focus on. He was hoping things will ease up some so he could focus on this grant.
- We were still exploring any and all grant opportunities that we can find.
- Investigator Norris will be going to school next week for K-9 training.
- He had reached out to the Mid-Carolina COG to discuss getting some help with a potential overlay for HWY 421, and helping us update our Town Code now that the COG offers these services he thought it was something we should consider.



MINUTES CONTINUED FROM SEPTEMBER 7, 2023

- He had a pretty good meeting with the consultants that the Fayetteville Metropolitan Planning organization (FAMPO) has hired to discuss expansion. We were currently in the Mid-Carolina Rural Planning Organization (RPO). There were a lot of moving parts to this expansion. This discussion is a result of the census data. We could see some benefits from joining FAMPO. There are pros and cons of leaving the RPO to join an MPO. We would discuss this in more detail at our September workshop.

ATTORNEY'S REPORT

Town Attorney Tim Morris thanked the Board for allowing him to be the Town Attorney.

GOVERNING COMMENTS

Commissioner Turnage stated it was overdue for the internet company to start packing the holes on the east and west of Town. West C Street had close to a dozen.

Commissioner Nelson thanked all the people for coming out to our meeting and voicing your opinions. He thanked Town Staff for the wonderful job they do. He also thanked the City of Dunn for allowing our Public Works to borrow their bush hog.

Commissioner Blackmon congratulated Town Clerk Lauren Evans.

Commissioner McKoy stated he echoed Commissioner Nelson's comments. He was tickled pink for his 9 lb granddaughter born the day prior. He thanked everyone for coming.

Mayor Baker thanked everyone for coming. He was thankful to everyone who participated in our Comprehensive Land Use Plan process.

ADJOURNMENT

Commissioner Blackmon made a motion to adjourn 8:30 P.M. and was seconded by Commissioner McKoy. **The Board voted unanimously.**

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

**Randy Baker****Mayor**

**Lauren Evans, NCCMC****Town Clerk**