

**THE ERWIN BOARD OF COMMISSIONERS
APRIL 2021 REGULAR MEETING
THURSDAY, APRIL 1, 2021 @ 7:00 P.M.
ERWIN COMMUNITY BUILDING**

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 of Regular Meeting on March 4, 2021 (**Page 2**)
- B. Financial Report for February 2021 (**Page 14**)

4. PUBLIC HEARING

- A. CU-2021-001 (**Page 16**)

5. 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

6. ADJOURNMENT

ERWIN BOARD OF COMMISSIONERS

REGULAR MINUTES

MARCH 4, 2021

ERWIN, NORTH CAROLINA

The Board of Commissioners for the Town of Erwin with Mayor Pro Tem Randy Baker presiding, held its Regular Meeting in the Erwin Community Building on Thursday, March 4, 2021 at 7:00 P.M. in Erwin, North Carolina.

Board Members present were: Mayor Pro Tem Randy Baker and Commissioners William Turnage, Ricky Blackmon, Thurman Whitman, Alvester McKoy, and Melinda Alvarado.

Board Members absent were: Mayor Patsy Carson

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

Town Attorney Tim Morris was present.

Mayor Pro Tem Randy Baker called the meeting to order at 7:00 P.M.

Commissioner McKoy gave the invocation.

Commissioner Blackmon led the Pledge of Allegiance.

AGENDA ADJUSTMENT/APPROVAL OF AGENDA

Town Manager Snow Bowden requested to add 15th Street Drainage Improvements under New Business as Item 6C.

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

MINUTES CONTINUED FROM MARCH 4, 2021

CONSENT

Commissioner Turnage made a motion to approve **(ITEM A)** Minutes of Regular Meeting on February 4, 2021 **(ITEM B)** Financial Report for January 2021 and was seconded by Commissioner McKoy. **The Board voted unanimously.**

PUBLIC HEARING

SUBDIVISION VARIANCE REQUEST

Town Manager Snow Bowden stated these are two homes that were built in the 1950's located at 109 and 111 Holmes Street. We were going to send this request to the Board of Adjustments but after looking through our Ordinance, it stated that the Town Board has the authority to grant a variance.

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

Mayor Pro Tem Randy Baker asked if there was anyone from the Public who would like to speak for or against this variance request.

No one came forward.

The Public Hearing was closed.

Commissioner Blackmon made a motion that there are special circumstances or conditions affecting said property such that the strict application of the provisions of this article would deprive the applicant of the reasonable use of their land. Yes, this parcel of land was developed in the 1950's and land development regulation was much different than it is in 2021. The property owner is trying to increase the conformity of this property to current regulations and was seconded by Commissioner Alvarado. **The Board voted unanimously.**

Commissioner Mckoy made a motion that the variance is necessary for the preservation and enjoyment of substantial property right of the petitioner. Yes, the property owner is trying to get

MINUTES CONTINUED FROM MARCH 4, 2021

the two single family dwellings on this property on individual lots and was seconded by Commissioner Blackmon. **The Board voted unanimously.**

Commissioner Alvarado made a motion that the circumstances giving rise to the need for the variance are peculiar to the parcel and are not generally characteristics of other parcels in the jurisdiction of this article. Yes, this property was developed in the 1950's when land use regulations were much different than they are in the present day and was seconded by Commissioner Blackmon. **The Board voted unanimously.**

Commissioner Mckoy made a motion that the granting of the variance will not be detrimental to the public health, safety and welfare or injurious to other property in the territory in which said property is situated. Yes, this is a parcel with two existing homes on one lot. By granting this variance it would improve the conformity of these homes by allowing them to be on individual lots and was seconded by Commissioner Turnage. **The Board voted unanimously.**

Commissioner Blackmon made a motion to recommend that the proposed variance application meets all the Findings of Fact in the affirmative and was seconded but Commissioner Alvarado. **The Board voted unanimously.**

OLD BUSINESS

BUDGET UPDATES

Town Manager Snow Bowden informed the Board that he has included some updated numbers. These numbers are the most recent from February 22nd. Our property tax collection rate is at 98.4% and sales tax revenue is at 88%. We are keeping expenditures down as much as possible. We will receive our next quarterly report back, which includes our telecommunications tax, on March 15th. He informed the Board that he just wanted to show them where we are at and we can look at this more in depth at the Budget Retreat.

Commissioner Alvarado asked if the computers were purchased for the Police Department.

MINUTES CONTINUED FROM MARCH 4, 2021

Town Manager Snow Bowden stated the Computers were purchased for the Parks & Rec and the Police Department. Both Departments were very pleased and thankful for the computers. The laptops have not been purchased at this time but that will be something to discuss at our Budget Retreat.

PORTER DRIVE SUBDIVISION

Town Manager Snow Bowden stated this took a little longer than we originally planned but included is the Soil and Erosion plan and the Final Plat for the Porter Drive Subdivision. The Planning Board did recommend this for Final Approval.

Commissioner Turnage stated we should do everything we can to help this property move forward. This subdivision is going to be a big asset to Erwin with seven new homes out there. He stated we need to grow.

Commissioner Blackmon made a motion to approve the Final Plat of the Porter Drive Subdivision and was seconded by Commissioner Turnage. **The Board voted unanimously.**

NEW BUSINESS

SCHEDULE BUDGET RETREAT

Town Manager Snow Bowden recommended to the Board to schedule the Budget Retreat for March 23rd or 25th. This would allow time for the most up to date numbers for the Budget. He stated he has the Budget 90% done. We have a lot to talk about so we need to plan for an in depth conversation. He stated we have some big decisions to make.

Discussion continued.

The consensus of the Board was to schedule the Budget Retreat on March 25th at 1 PM.

Commissioner Alvarado asked if all the Department Heads will be attending the Retreat.

MINUTES CONTINUED FROM MARCH 4, 2021

Town Manager Snow Bowden confirmed that the Department Heads will be in Attendance. He stated he will get the proposed budget, with adjustments, out to the Board a week prior to the Retreat.

TRASH AND RECYCLING COLLECTION

Town Manager Snow Bowden informed the Board that we put this out for bid and received four bids; one from GFL which is our current provider, Republic Services, Anchor Disposal, and Carolina Trash and Septic. GFL was the lowest bidder to consider the same services which include trash once a week and recycling once a month. He stated a rough estimate would be around \$18,000 per month for the year.

Mayor Pro Tem Randy Baker asked the Town Attorney Tim Morris for clarification on why the insurance for the town was five million compared to a higher or lower amount. When this bid first went out, the town had an original umbrella coverage of ten million.

Town Attorney Tim Morris stated that there just was not any significant difference between the five million dollar and ten million dollar coverage. He spoke with Town Manager Snow Bowden and they felt that five million was appropriate.

Mayor Pro Tem Randy Baker stated he wanted to know if there were any projections or specs on what the normal is with adjacent towns.

Town Manager Snow Bowden stated when he first put the RFP out, he referenced the previous RFP from 2016 which had a coverage of ten million so he thought that was standard but after some research and speaking with Town Attorney Tim Morris, they concluded that ten million really was high. Some other towns, including Clayton, had a one million dollar plan and Angier had a two million dollar plan so it is fair to say that five million is high compared to other towns.

Mayor Pro Tem Randy Baker stated that he knows the cost will be passed on to us and in turn, passed on to the citizens when providing costs for services and having such an outrageously high insurance requirement. He asked the Town Attorney Tim Morris to enlighten the Board on some instances the Town may inquire.

MINUTES CONTINUED FROM MARCH 4, 2021

Town Attorney Tim Morris stated running over a child or something like that. You must balance protecting your citizens with the relative costs associated with it. He stated hopefully we will never have to use it but you waive that sovereign immunity to the extent that you have insurance. You balance the cost vs. protecting of your citizens then if something does happen in a tragicomic way then you are covered. He stated running a red light or something of that effect. You can do some damage when you are in a truck that big.

Mayor Pro Tem Randy Baker stated he just wanted to bring this up for discussion. He stated with the lack of his understanding and not knowing the actual requirement. He was not sure if this was an amount the previous Board had put in place and he was not aware of the reason this amount was put in there. He stated he just wanted to bring it to the attention of the Board.

Discussion continued amongst the Board Members.

Howard Babbitt, owner of Carolina Trash and Septic, raised his hand and asked if he could address the Board.

The Board allowed it.

Mr. Babbitt introduced himself and his three children who were with him. He stated they are a small family business. They bid on this contract and the insurance requirement does effect the price difference drastically. He stated to do a five million dollar general liability insurance policy is costing about \$20,000 in addition per year. Most towns of our size are doing one to two million and that would greatly affect the price they would be quoting to the Town. He stated it is an unfair playing field to go against a large company like GFL. He stated they would supply the Town with brand new uniform cans. For being a small business they are very competitive.

Alex Babbitt, son of Howard Babbitt, stated they have some technical systems that they would implement to better assist Star including live time pictures and information on whether the cans were picked up or if there were an issue which in the long run saves her time and the town time.

Commissioner Alvarado verified that they do pick up trash and recycling.

The Babbitts confirmed that they do.

MINUTES CONTINUED FROM MARCH 4, 2021

Mr. Babbitt thanked the Board for their time.

Mayor Pro Tem Randy Baker verified with Town Manager Snow Bowden that this contract is not for Commercial.

Town Manger Snow Bowden confirmed that this contract was strictly for Residential only.

Norma Yanez, Government Contracts Manager for GFL, asked to come forward and address the Board.

The Board allowed it.

Ms. Yanez introduced Nick Zdeb, General Manager for GFL. She thanked the Board for the business they have been providing the Town for the last five years and she stated they offer once a month pricing. She stated they are two dollars cheaper a house compared to their competitors and if the Town has any concerns about their service then Mr. Nick is right down the road and they work very well with Erwin staff. They would like to continue serving the Town of Erwin.

Mr. Zdeb stated GFL has a portal for the office to communicate with them and it keeps record of any request. He went back and looked at the total number of misses from March 2020-March 2021 and there were only 11 misses out of 130,000 dumps. He stated they help with Denim Days each year and are even a sponsor for Denim Days.

Commissioner Alvarado stated she loves the idea of supporting and working with a small, local, family owned business right there in Angier. Just from listening to them (Mr. Babbit and his son), she gets the idea that if she wanted to call up there and speak w/ either of them, she would be given the opportunity and not passed onto someone else and never hear back, that is her opinion.

Commissioner Blackmon stated if the insurance is a big deal, we should base it off of what the Town wants whether that is two million or five million, it does not matter. The bids went out and everyone bided on the same thing. He stated if we want to send it back out there then we need to send it back out there for everyone to bid on again. We need to be fair to everyone. He asked when the contract runs out.

MINUTES CONTINUED FROM MARCH 4, 2021

Town Manager Snow Bowden responded that the contract ends on June 30th of this year.

Commissioner Blackmon states if we have time and the Board wants to lower the insurance and send the bids back out then he would be fine with that but we need to be fair and send them out so everyone can bid on it again.

Mayor Pro Tem Randy Baker asked Town Attorney Tim Morris for his professional advice on this as far as providing the best service for our citizens and providing the insurance that is needed for our citizens. What does he recommend from a legal standpoint for our insurance?

Town Attorney Tim Morris states he would keep it at five million. He stated he does not think there is anything legal about that fault or that he brings anything in addition to what the Board can think out too. The issue is if there is an injury or if something happens, whether it is one million, two million, etc. He asked the Board at what extent do you want to protect your citizens and what is the likelihood that it will ever be used? He stated he would not go below two million, he feels very strongly about that.

Commissioner Turnage states he agrees with Commissioner Blackmon, that if Town Manager Snow Bowden says we have time to send the bids back out then we should send them back out to be fair to all parties then we should.

Commissioner Blackmon asked Town Manager Snow Bowden if all parties bid on the five million dollar insurance policy.

Town Manager Snow Bowden confirmed that all parties did bid on the five million dollar insurance policy.

Commissioner Blackmon stated our Town Attorney Tim Morris is recommending five million then that is what we need to do.

Commissioner Blackmon made a motion to qualify the Town Manager Snow Bowden to move forward updating our contract with GFL Waste Industries and was seconded by Commissioner Mckoy. **The Board voted 4 to 1 (Commissioner Alvarado voted against).**

MINUTES CONTINUED FROM MARCH 4, 2021

15TH STREET DRAINAGE IMPROVEMENTS

Town Manager Snow Bowden stated our Town Engineer, Bill Dreitzler, is here to give the Board an update on the 15th Street Drainage Improvements.

Town Engineer Bill Dreitzler came forward and stated this has been a long process and we had a lot of issues on 15th street. There was about 150 feet of dirt at the end of it; there was mud which made it difficult to get in and out. We addressed that by getting gravel down so that the drive was better. Then when we finally had last year's resurfacing come around, we were able to get asphalt down. The next step was drainage and his concern was with the homeowners out there. He stated they had Jake Thomas civil survey and design both sides of the road for that whole block, the grades on the ditches, and the inverts for the coverts so that we know everything will work. There is a little bit of utility relocation that is going to have to be done when we approve the final plans. We had Stewart (Stewart Group) and Temple (Temple Grading & Construction Co. Inc.), two local contractors who have done a lot of work and knows the Town really well, provide us prices. Stewart proposed \$38,826.00 and Temple proposed 39,282.00. This is street work so Powell Bill funds can be used to do this work.

Commissioner Turnage asked Town Engineer Bill Dreitzler who he would be more comfortable with using.

Town Engineer Bill Dreitzler stated in this case, he would go with the lower bid. Both contractors are quality contractors and we have worked with Stewart and Temple.

Commissioner Blackmon made a motion to award the bid to Stewart Group for \$38,826.00 and was seconded by Commissioner Alvarado. **The Board voted unanimously.**

MANAGER'S REPORT

Town Manager Snow Bowden informed the Board that Good Hope had some problems with plans but we got them solved and they should get started pretty soon. He stated from what he understood the school construction is still moving forward on time. The proposed budget is about 85% there and we will have that prepared soon. He stated things in Erwin have been busy,

MINUTES CONTINUED FROM MARCH 4, 2021

people are building houses all over town and we have been cleaning up. At the Retreat he will have some statistics of some of the homes that have been fixed up.

Commissioner Alvarado asked if the school is on track to open in August.

Town Manager Snow Bowden stated he was last told it is scheduled to open in December. The rain has slowed down the process.

GOVERNING BOARD COMMENTS

Commissioner Turnage stated Old Post Road is bad out there. It looks like they have went out there and put band aids on it instead of fixing it.

Town Manager Snow Bowden states he will call and see what can be done to fix it.

Commissioner Mckoy thanked Town Engineer Bill Dreitzler for his diligence in his Ward. He stated he loves Erwin.

Commissioner Whitman stated on the corner of C and 17th Street, a lady has built a new house. At the house across the street, it looks like a tornado has hit it. He stated he received a call from the lady who built the new house and she is concern about what is going on across the street from her new house. He asked Snow to check in and see what is going on over there.

Town Manager Snow Bowden stated a letter has already been sent last week and he stated he will make a call as well.

Commissioner Alvarado thanked the Board for the prayers for her grandparents. She stated our little Town has been hit so hard with COVID and other things. Until your family is going through it, you don't remember why you choose to live in a town like Erwin. We are so thankful to live in Erwin and have the community that we do. She stated in Commissioner Blackmon's Ward, between 11th and East H Street, there is a huge hole right on the corner. She asked what can be done about that. She also informed the Board that Kim Balmat, who has cut hair in Erwin for years, passed away a few weeks ago. She felt like as a Town we should do something, maybe a proclamation, to thank her for being an Erwin business owner for all these years. Ms. Balmat

MINUTES CONTINUED FROM MARCH 4, 2021

has been a staple in our community and our town has lost a big asset. She was well known and well loved.

Mayor Pro Tem Randy Baker stated Commissioner Alvarado said it very well. The Town of Erwin is a small town. We grow up here, we go to school here, we graduate, and we become community leaders. This past year has been unbelievable and we have almost become desensitized when we talk about someone dying. He stated he lost two family members in the month of January and that cemetery out there is filling up. We have been in COVID for over a year. He told the Board that he would like for us to somehow get the names of everyone in our community that we have lost in the past year and have some type of remembrance service. We can hold white candles and let the families know that we are all in this together, we support you, and we grieve with you for the loss of your loved one. Maybe we can talk in more detail at the Retreat but the Town of Erwin is not just bricks, blocks, sticks; it is the people who built this Town, grew up here, raised their families here, that is the Town of Erwin. He stated he would love for us to organize that so in the next month or so we could come together and have some type of Remembrance Service to mark the year our Community was impacted. It would have to be outside. He asked that we do some research and the best place to start is at the local Funeral Homes. Let Harnett County, North Carolina, the world, know that we are the little Town of Erwin and we are very proud of our people and people who have passed away have left big marks on this Town.

Commissioner Blackmon stated that Antioch Church had a Remembrance Service and when they called the person's name, their families stood up. We could do something like that.

Commissioner Alvarado stated she thought that was a great idea and it does not have to be just for COVID. People have passed away from various causes. Maybe people can email names and we can advertise on Facebook so that it is open to everyone.

Commissioner Blackmon asked if there was a line on the water bills that you can include a message.

Town Manager Snow Bowden stated he could speak with Harnett Regional Water as they do our water bills for us.

MINUTES CONTINUED FROM MARCH 4, 2021

ADJOURNMENT

Commissioner Turnage made a motion to adjourn at 8:03 P.M. and was seconded by Commissioner McKoy. **The Board voted unanimously.**

MINUTES RECORDED AND TYPED BY

LAUREN EVANS TOWN CLERK

ATTEST:

Patsy Carson

Mayor

Lauren Evans

Town Clerk

Town Of Erwin
Financial Summary Report
YTD Comparison of February FY 2020 & FY 2021



| | YTD | | DIFFERENCE | YTD | |
|-----------------------------------------|------------------------|------------------------|---------------------|-----------|-----------|
| | Feb. 2021 | Feb. 2020 | | Feb. 2021 | Feb. 2020 |
| Revenues | | | | | |
| CURRENT YEAR LEVY OF PROPERTY TAXES | 1,074,315.00 | 1,059,742.77 | 14,572.23 | | |
| CURRENT YEAR MOTOR VEHICLE TAXES | 116,724.00 | 91,514.05 | 25,209.95 | | |
| PRIOR YEAR TAXES / Penalties & Interest | 23,739.00 | 11,109.31 | 12,629.69 | | |
| UTILITIES FRANCHISE TAXES | 94,710.00 | 97,666.69 | (2,956.69) | | |
| ENTRY FEES | 4,465.00 | 18,316.00 | (13,851.00) | | |
| SALES & USE TAX | 514,908.00 | 484,358.04 | 30,549.96 | | |
| ZONING PERMITS/APPLICATIONS | 8,950.00 | 5,580.75 | 3,369.25 | | |
| REFUSE COLLECTIONS FEES | 286,984.00 | 251,132.44 | 35,791.56 | | |
| STORM WATER COLLECTION | 38,574.00 | 38,670.00 | 904.00 | | |
| ALL OTHER REVENUES | 694,945.00 | 1,447,767.67 | (752,822.67) | | |
| | \$ 2,859,314.00 | \$ 3,505,917.72 | (646,603.72) | | |
| Expenses | | | | | |
| GOVERNING BODY | 14,945.00 | 22,253.13 | (7,308.13) | | |
| ADMINISTRATION | 177,645.00 | 199,259.38 | (21,614.38) | | |
| NON-DEPARTMENTAL | 201,914.00 | 245,325.81 | (43,411.81) | | |
| PLANNING & INSPECTIONS | 25,537.00 | 24,652.53 | 884.47 | | |
| POWELL BILL-STREETS | 13,431.00 | 36,347.91 | (22,916.91) | | |
| POLICE | 651,596.00 | 518,519.89 | 132,976.11 | | |
| POLICE-SRO | 56,245.00 | 74,902.35 | (18,657.35) | | |
| CONTRACT SERVICES-FIRE | 224,031.00 | 217,780.94 | 6,250.06 | | |
| PUBLIC WORKS-ADMIN. | 69,761.00 | 66,534.36 | 3,226.64 | | |
| PUBLIC WORKS-STREETS | 163,098.00 | 953,899.26 | (790,901.26) | | |
| PUBLIC WORKS-SANITATION | 227,855.00 | 205,452.87 | 22,402.13 | | |
| PUBLIC WORKS-STORM WATER | 1,997.00 | 1,847.78 | 149.22 | | |
| RECREATION | 176,785.00 | 206,680.57 | (29,895.57) | | |
| LIBRARY | 40,527.00 | 36,825.81 | 3,701.19 | | |
| COMMUNITY CENTER | 10,479.00 | 5,906.10 | 4,572.90 | | |
| | \$ 1,955,846.00 | \$ 2,816,286.69 | (860,442.69) | | |

| BANK ACCOUNT BALANCES AS OF FEBRUARY 2021 | | | |
|---------------------------------------------------|-----------------|-----------------|-----|
| | YTD | | YTD |
| | February 2021 | February 2020 | |
| CASH MANAGEMENT | 1,612,136.91 | 982,914.11 | |
| BB&T CASH IN BANK | 935,373.90 | 877,619.07 | |
| FIRST FEDERAL BUSINESS MONEY MARKET | 136,399.95 | 135,861.39 | |
| FIRST FEDERAL MONEY MARKET | 866,004.84 | 854,289.22 | |
| Y-T-D INVESTMENT BALANCE IN GENERAL FUND ACCOUNTS | \$ 3,539,915.60 | \$ 2,850,693.79 | |
| BB&T STATE FORFEITURE | 3,703.41 | 1,583.97 | |
| BB & T CAPITAL RESERVE/COMM. ENHANCEMENT | 180,311.35 | 154,877.94 | |
| FIRST FEDERAL CAP. RESERVE/GENERAL | 2,347,292.90 | 2,342,815.88 | |
| BB&T HEALTH RESERVE HRA ACCT. | 7,298.76 | 16,809.07 | |
| PRIEBE FIELD ACCT. | 9,772.37 | 10,776.72 | |
| AL WOODALL PARK IMPROVEMENTS | 357,121.41 | 680,336.75 | |
| Y-T-D BALANCE RESTRICTED FUNDS | \$ 2,905,500.20 | \$ 3,207,003.31 | |
| CUMULATIVE BALANCE FOR TOWN OF ERWIN | \$ 6,445,415.80 | \$ 6,057,696.10 | |

TOWN OF ERWIN
 FINANCIAL SUMMARY REPORT
 FOR MONTH OF February 2021



| Revenues | ANNUAL BUDGET | Feb ACTIVITY | ACTUAL TO DATE | Y-T-D % COLLECTED |
|------------------------------------------------|---------------|-------------------|----------------|-------------------|
| CURRENT YEAR LEVY OF PROPERTY TAXES | 1,091,334.00 | 210,559.00 | 1,074,316.00 | 98.44% |
| CURRENT YEAR MOTOR VEHICLE TAXES | 174,370.00 | 17,037.00 | 116,724.00 | 66.94% |
| PRIOR YEAR TAXES / Penalties & Interest | 10,000.00 | 750.00 | 23,739.00 | 237.39% |
| UTILITIES FRANCHISE TAXES | 198,000.00 | 892.00 | 94,710.00 | 47.83% |
| ENTRY FEES | 18,000.00 | 1,820.00 | 4,466.00 | 24.81% |
| SALES & USE TAX | 585,000.00 | 67,585.00 | 514,908.00 | 88.02% |
| ZONING PERMITS/APPLICATIONS | 5,000.00 | 2,360.00 | 3,950.00 | 179.00% |
| REFUSE COLLECTIONS FEES | 403,698.00 | 41,400.00 | 286,984.00 | 71.09% |
| STORM WATER COLLECTION | 69,930.00 | 5,332.00 | 39,574.00 | 56.59% |
| ALL OTHER REVENUES | 751,383.00 | 51,991.00 | 694,945.00 | 92.49% |
| | 3,306,715.00 | 399,726.00 | 2,859,314.00 | 86.47% |
| Expenses | ANNUAL BUDGET | February ACTIVITY | ACTUAL TO DATE | Y-T-D % SPENT |
| GOVERNING BODY | 34,272.00 | 1,776.00 | 14,945.00 | 43.61% |
| ADMINISTRATION | 305,434.00 | 26,174.00 | 177,646.00 | 58.16% |
| NON-DEPARTMENTAL | 284,249.00 | 12,940.00 | 201,914.00 | 71.03% |
| PLANNING & INSPECTIONS | 109,072.00 | 1,858.00 | 25,537.00 | 23.41% |
| POWELL BILL-STREETS | 182,000.00 | 1,932.00 | 13,431.00 | 7.38% |
| POLICE | 826,369.00 | 77,828.00 | 551,596.00 | 66.75% |
| POLICE-SRO | 116,840.00 | 4,961.00 | 56,245.00 | 48.14% |
| CONTRACT SERVICES-FIRE | 235,767.00 | 42,346.00 | 224,031.00 | 95.02% |
| PUBLIC WORKS-ADMIN. | 102,552.00 | 8,386.00 | 69,761.00 | 68.03% |
| PUBLIC WORKS-STREETS | 376,411.00 | 16,979.00 | 163,098.00 | 43.45% |
| PUBLIC WORKS-SANITATION | 323,790.00 | 46,714.00 | 227,865.00 | 70.37% |
| PUBLIC WORKS-STORM WATER | 15,000.00 | 106.00 | 1,997.00 | 13.31% |
| RECREATION | 322,304.00 | 24,969.00 | 176,785.00 | 54.85% |
| LIBRARY | 67,155.00 | 5,883.00 | 40,527.00 | 60.35% |
| COMMUNITY CENTER | 6,600.00 | 558.00 | 10,479.00 | 161.22% |
| | 3,306,715.00 | 273,410.00 | 1,965,846.00 | 59.15% |
| Y-T-D GENERAL FUND BALANCE INCREASE (DECREASE) | | 126,316.00 | 903,468.00 | |

| BANK BALANCES AS OF February 2021 | |
|---------------------------------------------------|--------------|
| CASH MANAGEMENT | 1,612,136.91 |
| BB&T CASH IN BANK | 935,373.90 |
| FIRST FEDERAL BUSINESS MONEY MARKET | 136,399.95 |
| FIRST FEDERAL MONEY MARKET | 856,004.84 |
| Y-T-D INVESTMENT BALANCE IN GENERAL FUND ACCOUNTS | 3,539,915.60 |
| BB&T STATE FORFEITURE | 3,703.41 |
| BB & T CAPITAL RESERVE/COMM. ENHANCEMENT | 180,311.35 |
| FIRST FEDERAL CAP. RESERVE/GENERAL | 2,347,292.90 |
| BB&T HEALTH RESERVE HRA ACCT. | 7,286.76 |
| PRIEBE FIELD ACCT. | 9,772.37 |
| AL WOODALL PARK IMPROVEMENTS | 367,121.41 |
| Y-T-D INVESTMENT BALANCE RESTRICTED FUNDS | 2,905,500.20 |
| CUMULATIVE BALANCE FOR TOWN OF ERWIN | 6,445,415.80 |

POWELL BILL BALANCE \$ 446,495.71

Erwin Board of Commissioners

REQUEST FOR CONSIDERATION

To: The Honorable Mayor and Board of Commissioners

From: Snow Bowden, Town Manager

Date: April 1, 2021

Subject: CU-2021-001

The Town has received a conditional use application to build a 64-unity multi-family apartment complex. The proposed location does not have an address but it is off of Maynard Lake Road and it is adjacent to 106 Maynard Lake Road. The property has the following Harnett County Tax PIN #0597-77-7438.000.

Attachments:

- CU-2021-001 Application
- CU-2021-001 Project Description
- CU-2021-001 Site Plan
- CU-2021-001 Preliminary Building Site Plans
- CU-2021-001 Impervious Surface Map
- CU-2021-001 Staff Report
- CU-2021-001 Traffic Count Study
- 2014 Land Use Plan Goal
- 2014 Land Use Plan locations identified for High and Medium Intensity Growth
- GIS Image no zoning overlay
- GIS Image zoning overlay



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

CONDITIONAL USE APPLICATION

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

| | | | |
|-------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|----------------------------|----------------------------------------------|
| Applicant Name | William Guillet | Property Owner Name | Coastal Plains Company, LLC |
| Mailing Address | 1301 Sandpiper Ct. | Mailing Address | 1887 Oakton Church Rd. |
| City, State, Zip | Raleigh, NC 27615 | City, State, Zip | Fairmont, NC 28390 |
| Telephone | 919-675-8769 | Telephone | 910-671-7493 |
| Email | wmguillet@gmail.com | Email | mpwalters@claybournwalters.com |
| Address of Subject Property | 106 Maynard Lake Road, Erwin NC 28339 (106 is adjacent property. Parcel has not be given street number yet) | | |
| Parcel Identification Number(s) (PIN) of Subject Property | 06059711010001 - - - .000 | | |
| Legal Relationship of Applicant to Owner | co-worker/co-developer | Floodplain SFHA | _Yes_ <input checked="" type="checkbox"/> No |
| Legal Description: Lot <u>11, 12</u> Block _____ Subdivision _____ | | | |
| Zoning District | R6 | Wetlands | Yes <input checked="" type="checkbox"/> 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 | None | Gross Floor Area to Remain | None |
| Describe Proposed Project or Request with Conditions proposed by applicant: Please see attached project description. | | | |
| Total Acreage or Square Footage to be Disturbed | 5.7 acres | | |
| Estimated Cost of Project \$ | Total development cost \$9,487,051 | | |

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.

| | | |
|----------------------------------|--------------------------|-------------------|
| Office Use Only | | |
| Date Application Submitted _____ | Application Fee \$ _____ | Received By _____ |
| Case # CU-20 <u>21-001</u> | | |



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Conditional Use Signature Page

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

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

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

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

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

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

CU-2021-001

Signature Page

Page 1 of 2

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

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

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

Applicant Signature and Date: William Merritt Smith Jr 2-1-21



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CONDITIONAL 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 _____

See Attachment

Costal Plains Company, LLC.
1887 Oakton Church Road
Fairmont, NC 28340

Shirley McKay Solomon
3324 Crawford Road
Erwin, NC 28339

Issac and Mattie Lee Bailey
112 Porter Drive
Erwin, NC 28339

Tyrone and Debra Knight
3670 Oak Chase Drive
High Point, NC 27265

Rickey E. Smith Sr.
Avis W. Smith
P.O. Box 2652
Lillington, NC 27546

Jim Hartman
John Stubbs
P.O. Box 387
Coats, NC 27521

Demien and Elizabeth Limon
105 Hicks Street
Erwin, NC 28339

Elizabeth McKoy
108 East Jackson BLVD
Erwin, NC 28339

Ricky and Cindy McDougald
106 Maynard Lake Road
Erwin, NC 28339

Sharda Holding of NC, LLC
P.O. Box 1349
Coats, NC 27521

Rosetta S. Green
103 Maynard Lake Road
Erwin, NC 28339

Sonia Segovia
9405 Purfoy Road
Fuqay-Varina, NC 27526

L.A. Real Estate Properties, LLC.
9405 Purfoy Road
Fuqay-Varina, NC 27526

Donald and Kay Dean
9101 White Oak Road
Garner, NC 27529

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

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

X Yes No Board Member Michael Shean made the motion and was seconded by Ronald Beasley. The Board voted unanimously.

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

X Yes No Board Member Ronald Beasley made the motion and was seconded by Alan West. The Board voted unanimously.

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

X Yes No Board Member Pat Cameron made the motion and was seconded by Ronald Beasley. The Board voted unanimously.

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

X Yes No Board Member Alan West made the motion and was seconded by Michael Shean. The Board voted unanimously.

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

X Yes No Board Member Christa Reid made the motion and was seconded by Ronald Beasley. The Board voted unanimously.

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

X Yes No Board Member Michael Shean made the motion and was seconded by Alan West. The Board voted unanimously.

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

X Yes No Board Member Ronald Beasley made the motion and was seconded by Michael Shean. The Board voted unanimously.



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CONDITIONAL USE APPLICATION PROCEDURES

1. Completed application for the Conditional Use Permit, signed by the applicant, shall be addressed to the Board of Commissioners and presented to the Administrative Official. Applications must be submitted by the third Friday of the month prior to the following Planning Board meeting to ensure the application will be heard at the following Planning Board meeting. Planning Board meets on the third Monday of each month.
2. Each application shall contain or be accompanied by such legal descriptions, maps, plans and other information so as to completely describe the proposed use and existing conditions.
3. Pay the Conditional Use Permit Fee as established by the Board of Commissioners and found in the Schedule of Fees in the Office of the Town Clerk. Current fee is \$300.
4. Planning Board reviews the application prior to the public hearing and makes recommendation to the Board of Commissioners.

Conditions and Guarantees

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

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

Action by the Board of Commissioners

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

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



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IMPORTANT

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

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

Using the Zoning Ordinance

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



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Processing Requirements

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

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

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

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

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

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

Town of Erwin Record and Decisions

Office Use Only 3/16/2021
 Notice Mailed 03/09/2021 Property Posted 03/09/2021 Newspaper Advertised Date 3/23/2021

Planning Board Motion

Board Member Ronald Beasley made a motion that the conditional use shall, in all other respects, conform to the applicable regulations of the district in which it is located, except as such regulations 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.

Certified By: Lauren Evans, Town Clerk

Record of Decision:

| Yea | Nay |
|-------------------------------------|--------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> |

Pat Cameron

Alan West

Christa Reid

Michael Shean

Public Hearing Date and Comments: A Public Hearing is scheduled for Thursday, April 1, 2021 at 7 PM in the Erwin Community Building 110 West F Street, Erwin NC.

Governing Body Motion

Record of Decision:

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

Certified By:

Town Board Decision and Date _____

Certified By:

Maynard Lake Project Description

Maynard Lake Apartments is a proposed 64-unit family community which consists of 4 two story Energy Star-compliant buildings and a separate building housing the office, community center, computer center, laundry facility, and kitchen. The proposed community would be accessed from Maynard Lake Road.

Maynard Lake Apartments proposes 10 one-bedroom/1 bathroom, 38 two-bedroom/two bathroom, 16 three-bedroom/two-bathroom units on a 5.7 acre site. The community will include 8 fully accessible units for the mobility impaired and 7 targeted to persons with disabilities. Maynard Lake Apartments will incorporate the expertise of full-time on-site property management and maintenance staff.

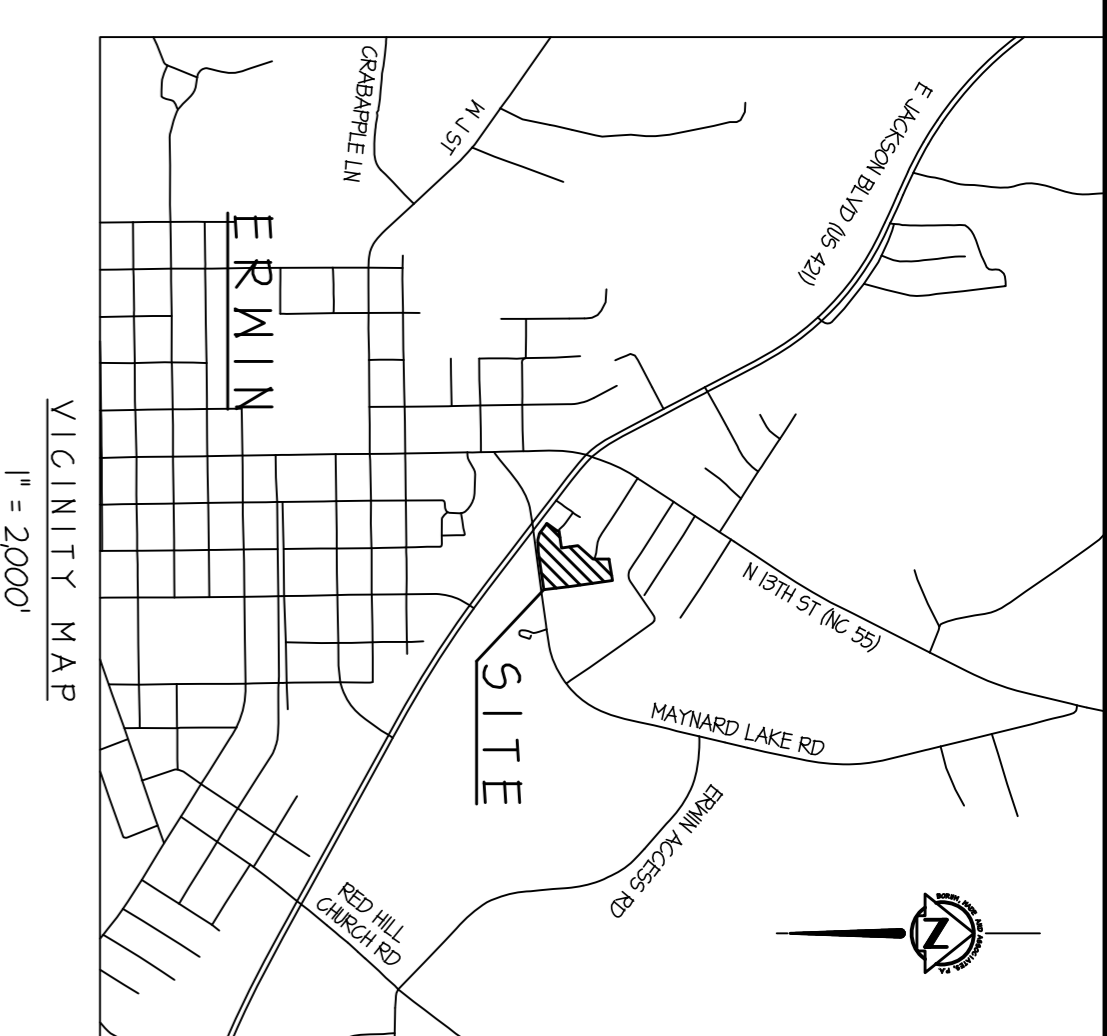
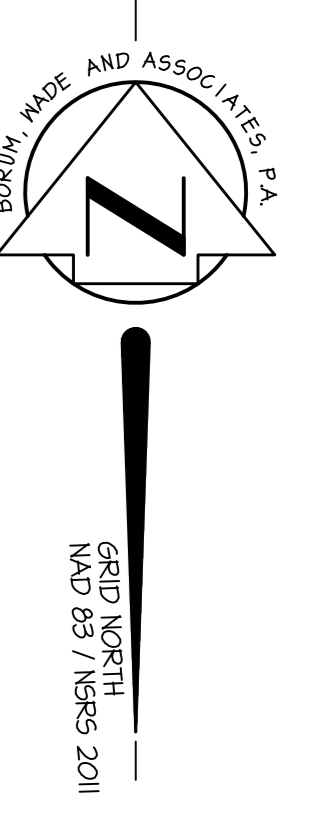
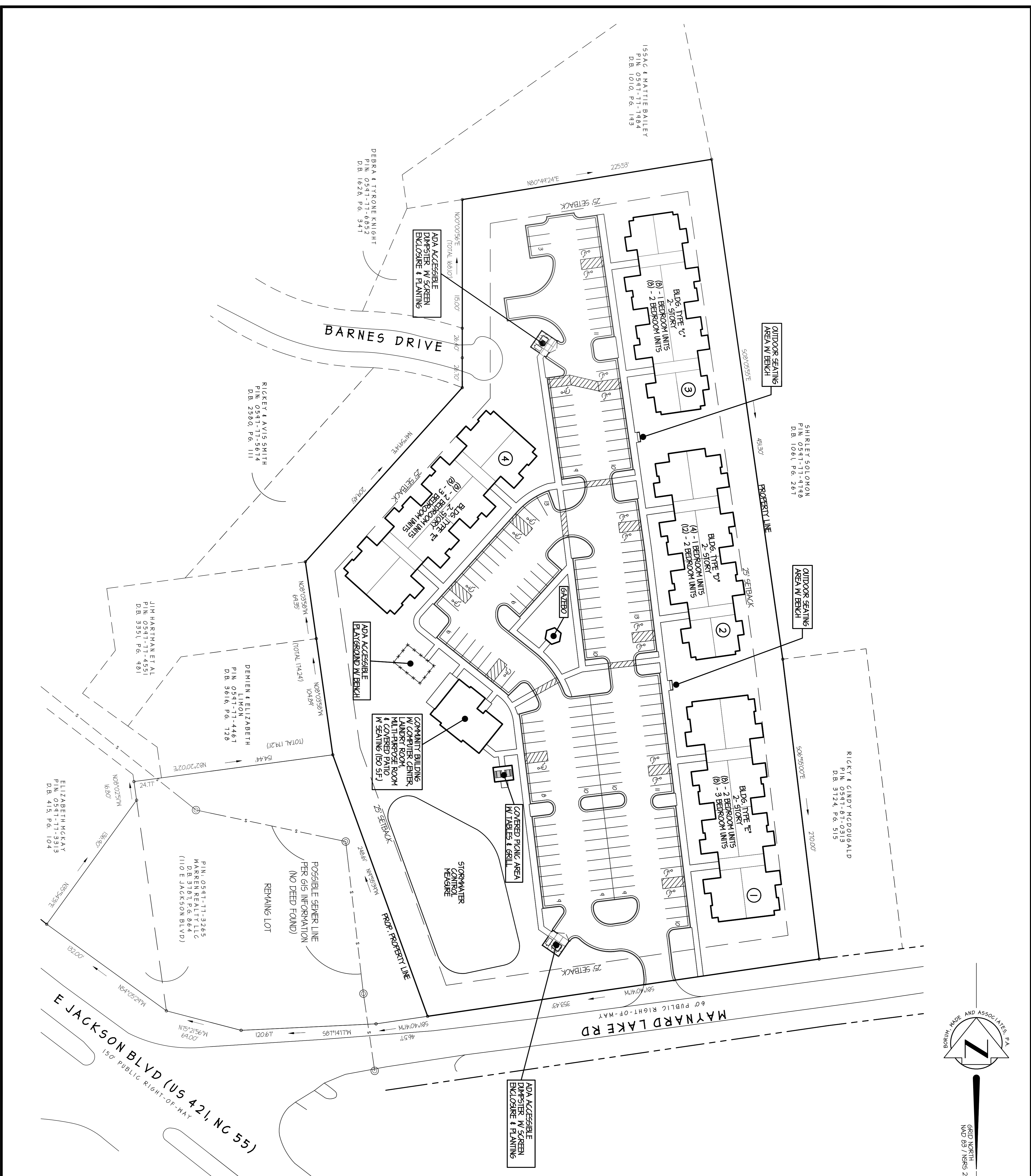
The buildings will be constructed of brick on the lower levels with vinyl siding on the upper. There will be balconies and patios with front gables and or dormers. Some other key design features include high-performance energy products and a high-quality indoor air environment. High efficiency Energy Star-rated fixtures, bedroom ceiling fans, compact fluorescent light fixtures, and high SEER-rated HVAC units will be installed to reduce electrical use.

- Energy Star appliances - Low flow fixtures - Curb and gutter throughout - Internal pedestrian system linking structures and parking - Security lighting throughout all parking areas - Exterior brick, vinyl, and accent vertical siding - Gutter and downspout system - Below ground utilities

Unit Amenities will include:

Ceiling fans, coat closets, dishwashers, frost free refrigerators, exterior storage, mini-blinds, patios and or balconies, self-clean ovens, washer and dryer connections, carpet and vinyl flooring and be pre-wired for CATV and high-speed internet.

The community will also contain a community room located in the office building that will have a small kitchen and bathrooms for tenants to use for birthday parties, classes and family events. There will also be a computer room in the same building that all tenants will have access to during normal business hours. There will be a covered picnic area with grills on the property, a gazebo, outdoor sitting areas with benches and playground. The public laundry facility will be located in the office building.

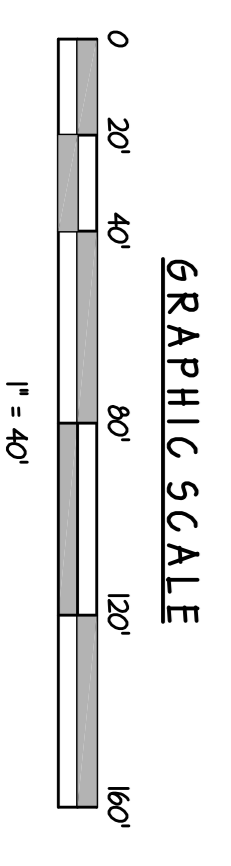


SITE INFORMATION

TOTAL AREA : 5.10 ACRES
 PARCEL ID 060571100201, 060571100202, 060571100206
 PARCEL PIN 05911-TT-1438, 05911-TT-3265
 DEED REFERENCE: D.B. 3101, PG 0644
 ZONING: R-6
 SETBACKS:
 FRONT: 25'
 SIDE: 25'
 REAR: 8'
 PROP. NO. UNITS: 64
 REA. PARKING: 64 UNITS X 25 SP/UNIT = 160 SP
 PROP. PARKING: 160 SP
 BOUNDARY INFORMATION TAKE FROM DEED.

AMENITY INFORMATION

- COMMUNITY ROOM W/ COVERED PATIO W/ SEATING
- COMPUTER CENTER
- LAUNDRY ROOM
- COVERED PICNIC AREA W/ GRILLS
- GAZEBO
- 2- OUTDOOR SITTING AREA W/ BENCHES
- PLAYGROUND AREA / TOT LOT
- TENANT STORAGE



BWA
 Engineers
 Planners
 Surveyors

Borum, Wade and Associates, P.A.
 621 Egan Court, Suite 100, Greenville, NC 27601-2711
 PO Box 11882, Greenville, NC 27610-1182
 Phone: 252-333-9471 Fax: 252-375-2719
 Website: www.bwaa.com
 N.C. License # C-6888

PRELIMINARY
 DRAWING
 NOT FOR
 CONSTRUCTION

MAYNARD LAKE APARTMENTS
 MAYNARD LAKE ROAD
 DUKE TOWNSHIP, HARNETT COUNTY
 ERWIN, NORTH CAROLINA

OWNERS/DEVELOPERS:
 CHATHAM BANKS DEVELOPMENT GROUP, LLC
 1801 SANDPiper COURT
 RALEIGH, NC 27605

DESIGN BY:
 MAM
 DATE: 1/21/2021
 REVISIONS:

SHEET TITLE:
PROPERTY SITE PLAN

FILE NO.: F:\CHATHAM BANKS\WALLET_A\ERWIN SITE
 DRAWING SCALE: 1"=40'
 PLAN SHEET NO.: **C1**

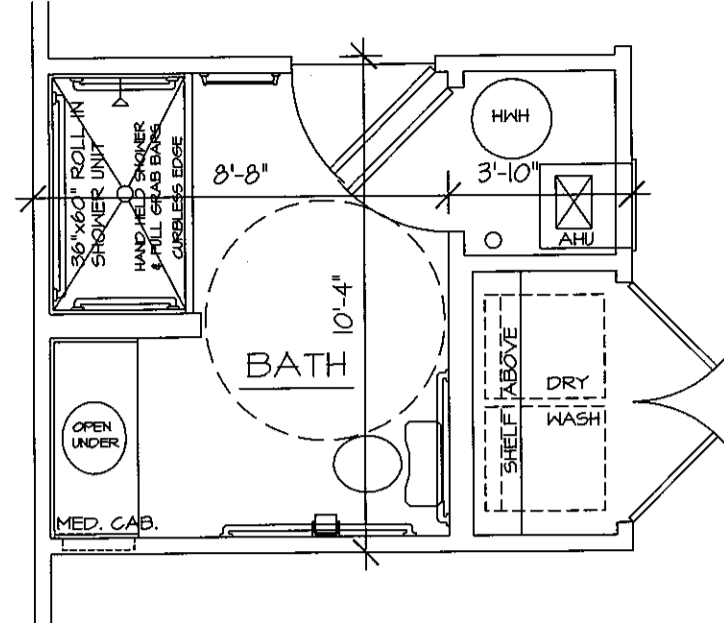
| APT. UNIT TYPE | HEATED SQUARE FEET (EXCLUDES EXTERIOR HALLS) | NET SQUARE FEET (INCLUDES EXTERIOR HALLS) | GROSS AREA UNDER ROOF (INCLUDES PORCHES, BREEZEHAY, ETC.) |
|----------------|----------------------------------------------|-------------------------------------------|-----------------------------------------------------------|
| 1 BEDROOM APT. | 706 SQ. FT. | 744 SQ. FT. | 913 SQ. FT. |
| 2 BEDROOM APT. | 1,029 SQ. FT. | 1,078 SQ. FT. | 1,247 SQ. FT. |
| 3 BEDROOM APT. | 1,195 SQ. FT. | 1,245 SQ. FT. | 1,414 SQ. FT. |

PROJECT DATA

TOTAL DWELLING UNITS: 64
 (10) 1 BR. UNITS, (30) 2 BR. UNITS, (16) 3 BR. UNITS
 TOTAL TYPE A HANDICAP UNITS: 8
 (2) 1 BR. HC UNITS, (4) 2 BR. HC UNITS, (2) 3 BR. HC UNITS
 50% OF HC UNITS WITH ROLL-IN SHOWER CONFIGURATION

BUILDING AREAS:

| AREAS | APARTMENTS | COMMUNITY | TOTALS |
|---------------------------|------------|-----------|-----------|
| PTP HEATED AREA = | 65,282 SF | 1,551 SF | 66,833 SF |
| NET HEATED AREA = | 66,324 SF | 1,612 SF | 67,936 SF |
| GROSS AREA (UNDER ROOF) = | 79,140 SF | 2,183 SF | 81,323 SF |



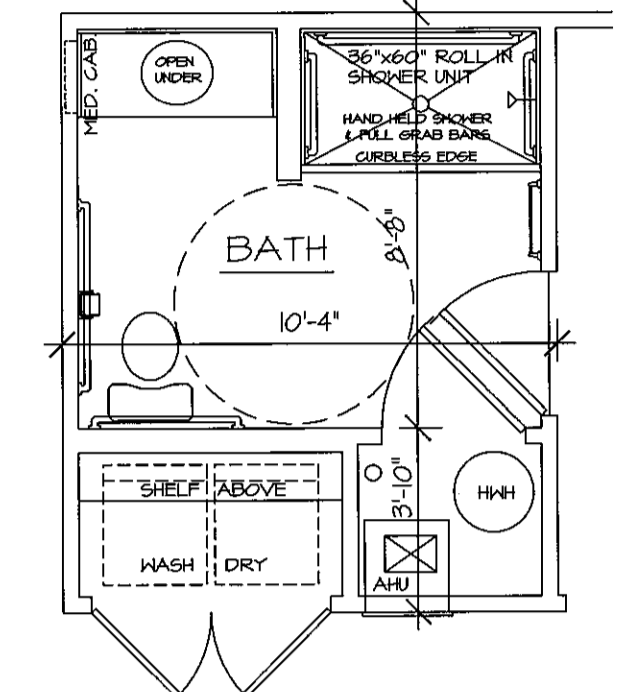
2 AND 3 BEDROOM UNIT HANDICAP BATH WITH FULLY ACCESSIBLE ROLL-IN SHOWER
 PROVIDED IN 5% OF UNITS OR A MINIMUM OF ONE ROLL-IN SHOWER BATH CONFIGURATION FOR EACH UNIT TYPE

DESIGN FEATURES IN PLANS

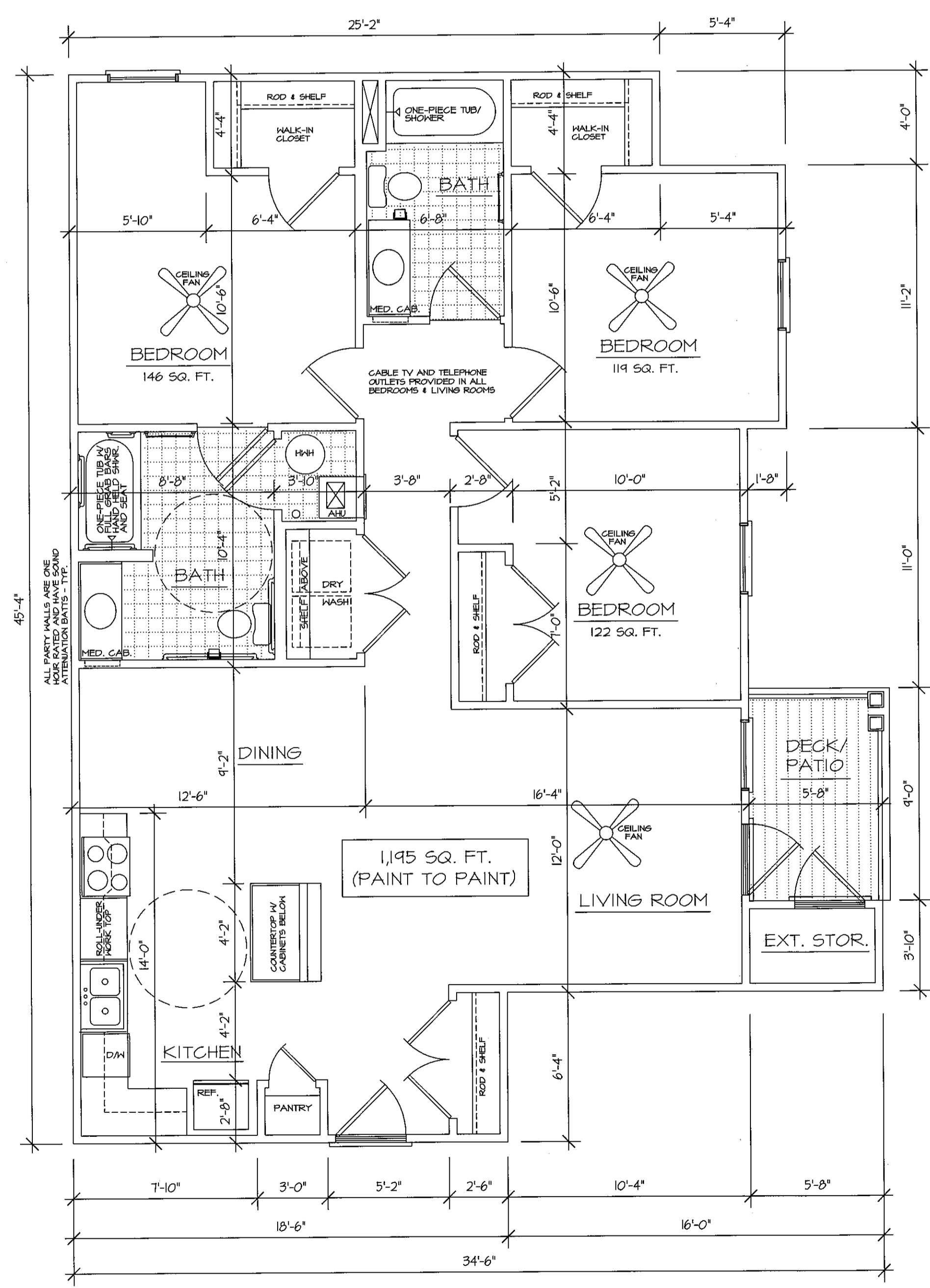
- MIN. 40% BRICK VENEER & PREMIUM .044" VINYL SIDING, TRIM AND SHAKES
- ANTI-FUNGAL ARCHITECTURAL STYLE SHINGLES W/ 30 YEAR WARRANTY
- STEEL ENTRY DOORS W/ TWO PANEL, COLONIAL DESIGN AND FEETBOLES
- SIDEWALK ACCESS TO ALL PARKING SPACES AND SERVICE AREAS
- CURBS FOR ALL PAVING W/ TURNDOWNS AT SIDEWALKS
- ALL UNITS HAVE COVERED ENTRY AREAS AND REAR DECKS OR PATIOS
- NEW TREE AND SHRUB PLANTINGS TO CREATE SHADDED SPACES
- SEPARATE COMMUNITY BUILDING PLUS LAUNDRY, MAIL AND OFFICE
- THO PANEL, SIDE HINGED HARDBOARD INTERIOR DOORS
- WASHER AND DRYER HOOKUPS PROVIDED IN ALL UNITS
- RANGE GUARD FIRE SUPPRESSANT IN EXHAUST HOOD ABOVE STOVES
- ENERGY STAR DISHWASHERS PROVIDED IN ALL UNITS
- ENERGY STAR BATHROOM EXHAUST DUCTED TO EXTERIOR IN ALL UNITS
- MINI-BLINDS PROVIDED ON ALL WINDOWS
- ENERGY STAR CEILING FAN W/ LIGHT KIT IN ALL BEDROOMS & LIVING ROOMS
- PREWIRED FOR CABLE TV/ INTERNET IN LIVING ROOMS AND ALL BEDROOMS
- HIGH SPEED BROADBAND INTERNET IN COMMUNITY BUILDING
- 2 UPDATED COMPUTERS/ PRINTERS/ SCANNERS IN COMMUNITY BUILDING
- MINIMUM UNIT SQUARE FOOTAGES EXCEEDED
- 1 - BEDROOM UNITS = 106 SF. (660 REQUIRED)
- 2 - BEDROOM UNITS = 1,029 SF. (1,000 REQUIRED)
- 3 - BEDROOM UNITS = 1,195 SF. (1,100 REQUIRED)
- ENERGY STAR 16 CU. FT. FROST FREE REFRIGERATORS IN ALL UNITS
- KITCHEN/BATH CABINETS ARE WOOD/ PLASTIC W/ DUAL TRACK DRAWERS
- HVAC HEAT PUMP SYSTEMS W/ MIN. 14 SEER AND SEALED DUCTWORK
- ELECTRIC WATER HEATER WITH AN ENERGY FACTOR OF AT LEAST .85
- ATTIC SPACES INSULATED TO R-38 VALUE
- VINYL ENERGY STAR WINDOWS W/ INSUL. LOW-E GLAZING & 0.32 U-FACTOR
- EXTERIOR STORAGE CLOSET PROVIDED AT ALL UNITS
- GUTTER AND DOWNSPOUT SYSTEM ON ALL BUILDINGS, DRAINED AWAY
- RADON REMEDIATION SYSTEM FOR ALL GROUND FLOOR UNITS

PROJECT AMENITIES

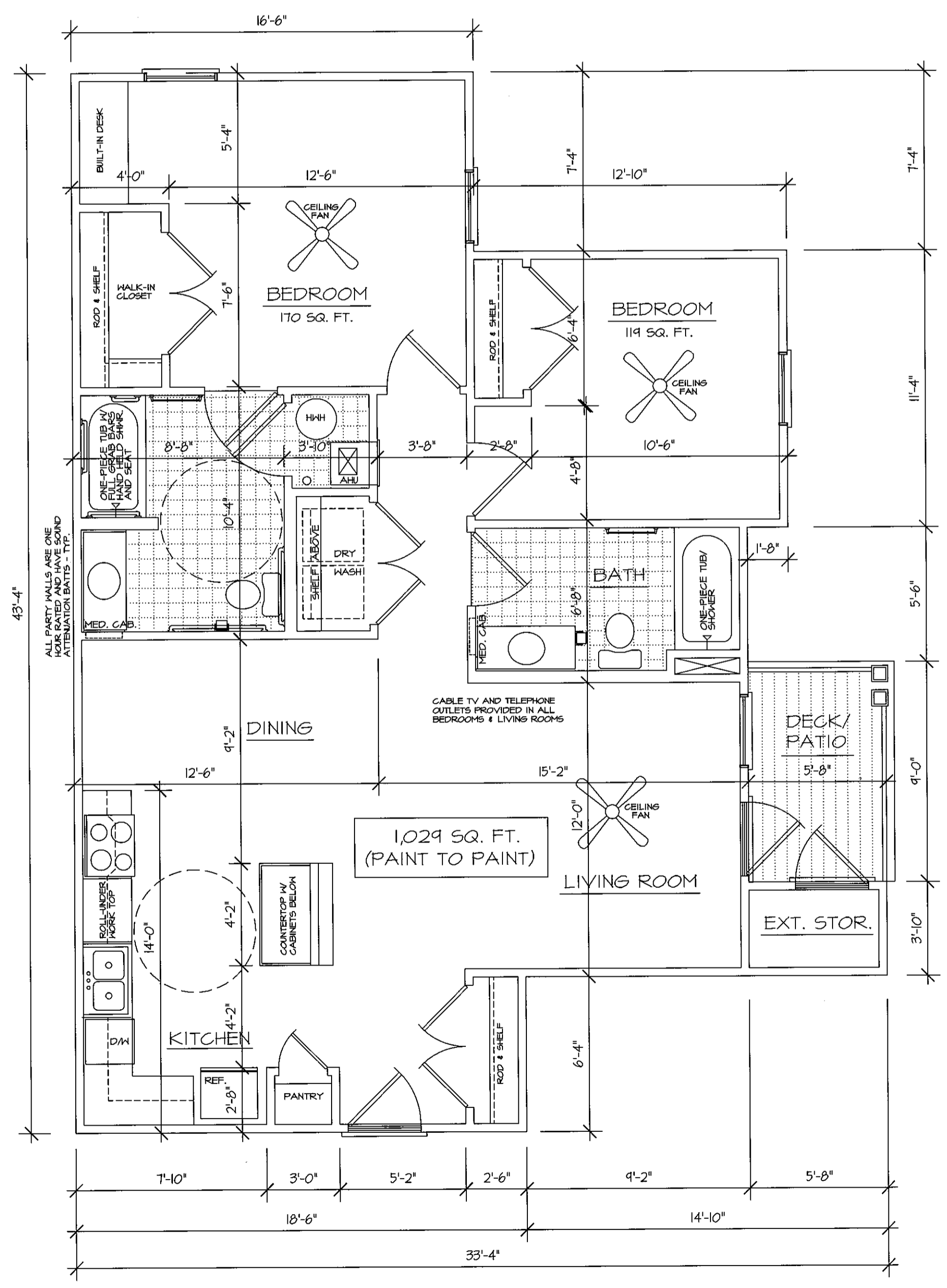
- COVERED PICNIC AREA W/ TABLES & GRILLE (MIN. 150 SF)
- MULTI-PURPOSE ROOM IN COMMUNITY BUILDING (MIN. 250 SF)
- PLAYGROUND
- OUTDOOR SITTING AREAS W/ BENCHES (MIN. OF 3)
- GAZEBO (MIN. 100 SF)
- RESIDENT COMPUTER CENTER IN COMMUNITY BUILDING (MIN. 2 COMPUTERS, PRINTERS, SCANNERS)



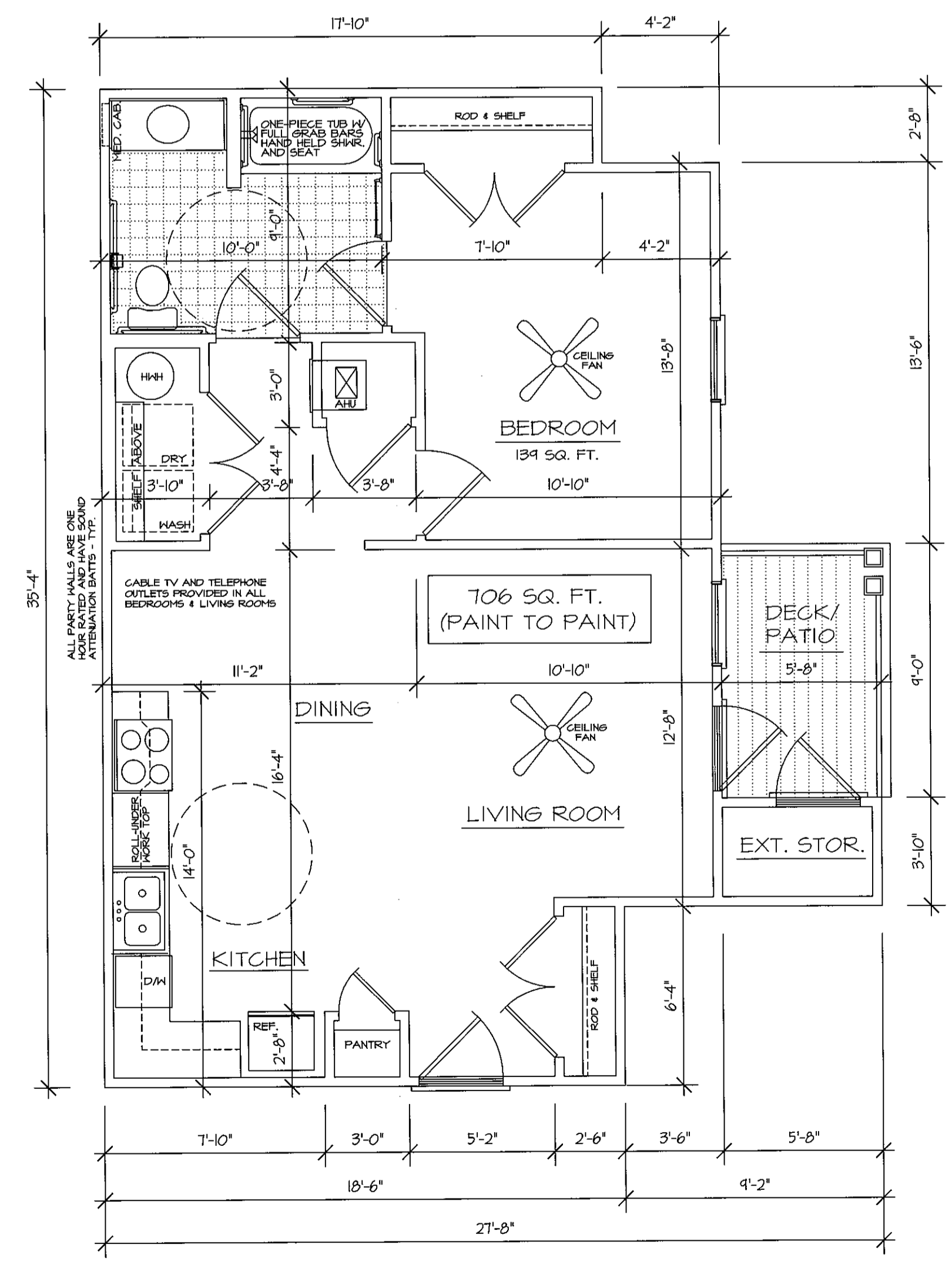
1 BEDROOM UNIT HANDICAP BATH WITH FULLY ACCESSIBLE ROLL-IN SHOWER
 PROVIDED IN 5% OF UNITS OR A MINIMUM OF ONE ROLL-IN SHOWER BATH CONFIGURATION FOR EACH UNIT TYPE



3 BEDROOM HANDICAP UNIT FLOOR PLAN
 SCALE: 1/4" = 1'-0"
 (TYPICAL 3 BEDROOM UNIT SIMILAR)



2 BEDROOM HANDICAP UNIT FLOOR PLAN
 SCALE: 1/4" = 1'-0"
 (TYPICAL 3 BEDROOM UNIT SIMILAR)

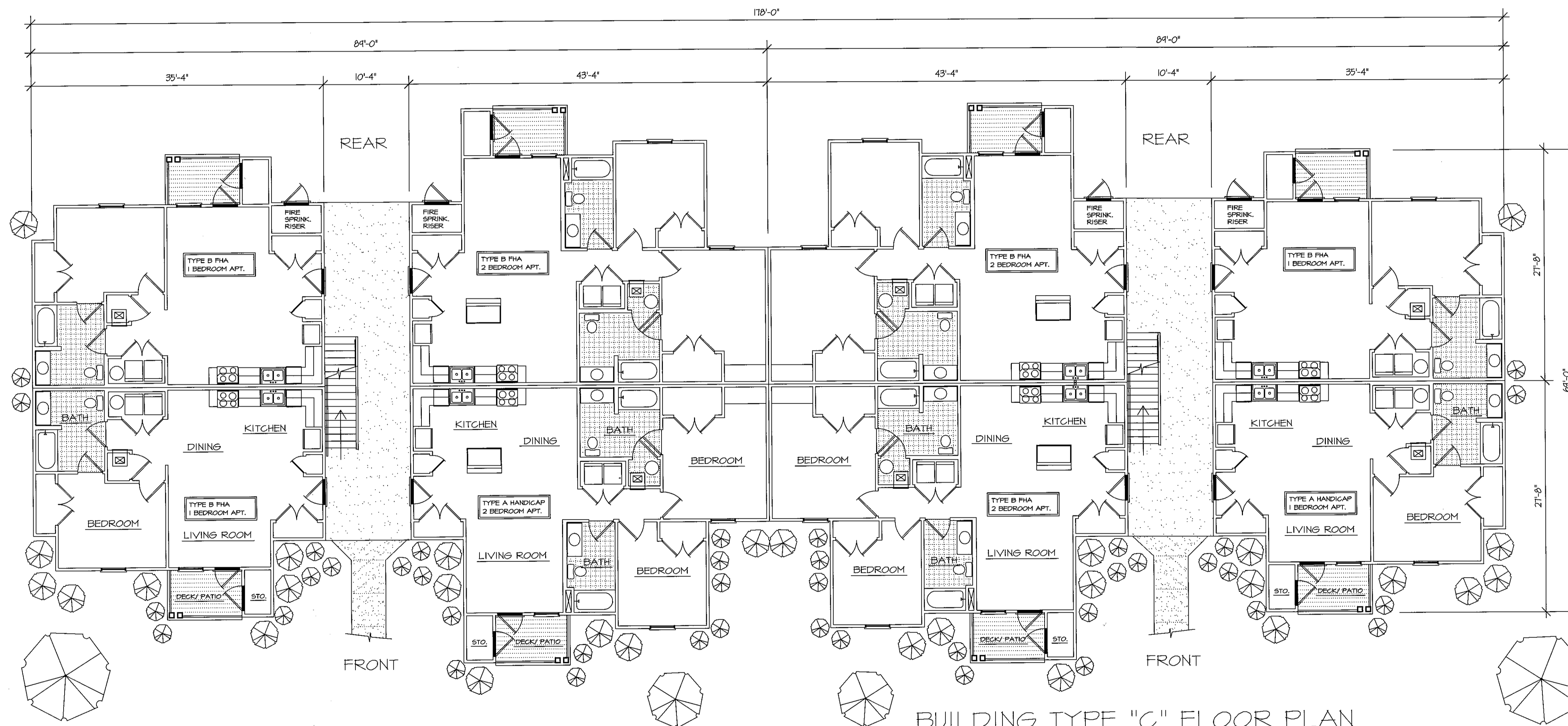


1 BEDROOM HANDICAP UNIT FLOOR PLAN
 SCALE: 1/4" = 1'-0"
 (TYPICAL 3 BEDROOM UNIT SIMILAR)

m. riley architect, p.a.
 5630 sax foris road, suite 102, raleigh, nc 27609 919-782-6671 919-782-6473 (fax) mrrach@mooreerwinarchitects.com
maynard lake apartments erwin, nc

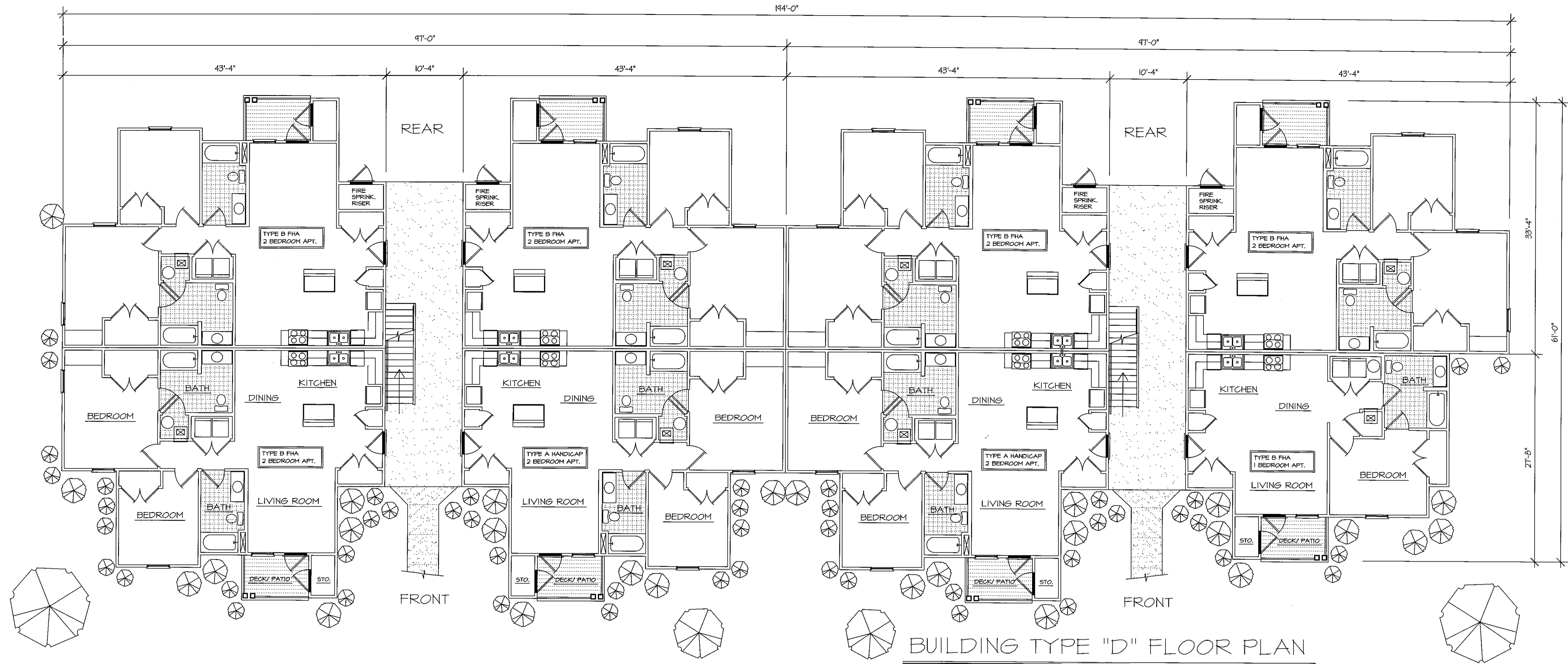
comm. no.
2792
 date
1-15-21
 revision

sheet no.
2
 of:



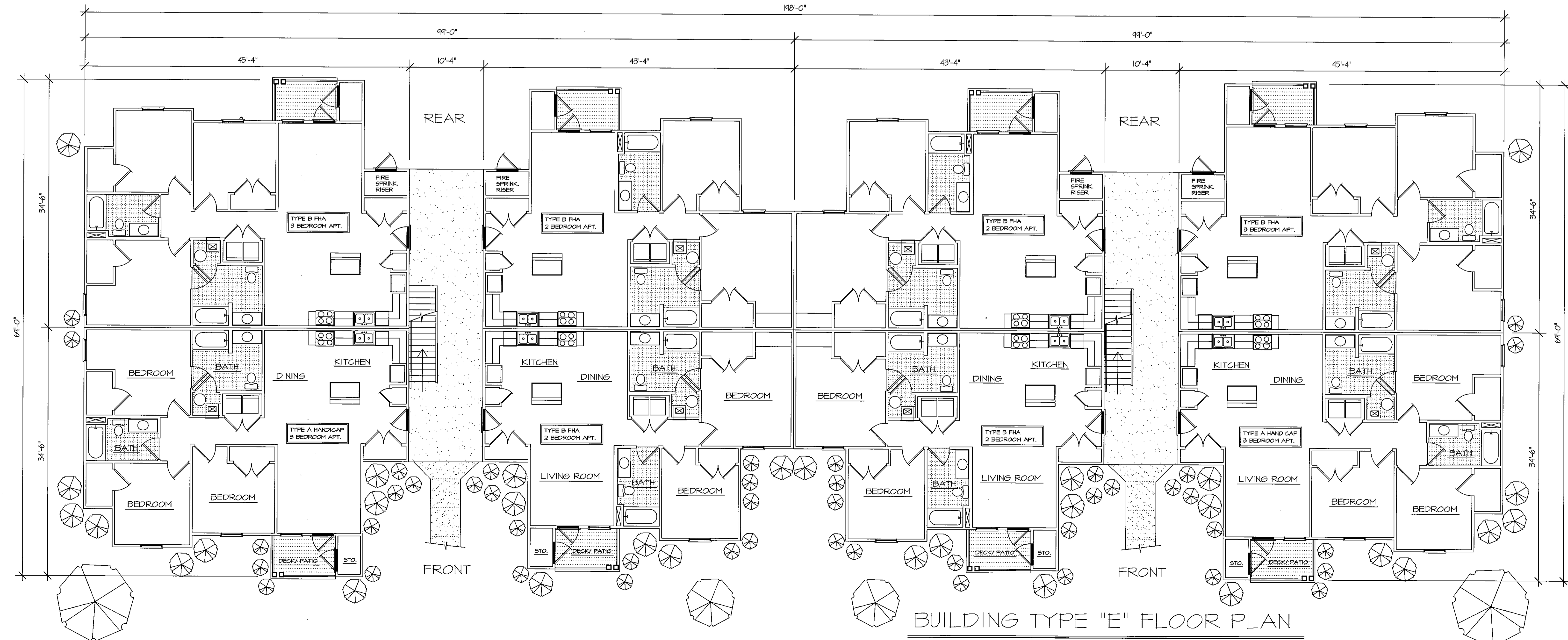
BUILDING TYPE "C" FLOOR PLAN

1/8" = 1'
(FIRST & SECOND FLOORS IDENTICAL)



BUILDING TYPE "D" FLOOR PLAN

1/8" = 1'
(FIRST & SECOND FLOORS IDENTICAL)



BUILDING TYPE "E" FLOOR PLAN

1/8" = 1'
(FIRST & SECOND FLOORS IDENTICAL)

m. riley architect, p.a.
 5630 six forks road, suite 102, raleigh, nc 27609 919-782-6471 919-782-6473 (fax) m.riley@mrcornerbyarchitects.com
maynard lake apartments erwin, nc

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2792
 date
1-15-21
 revision

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 of :

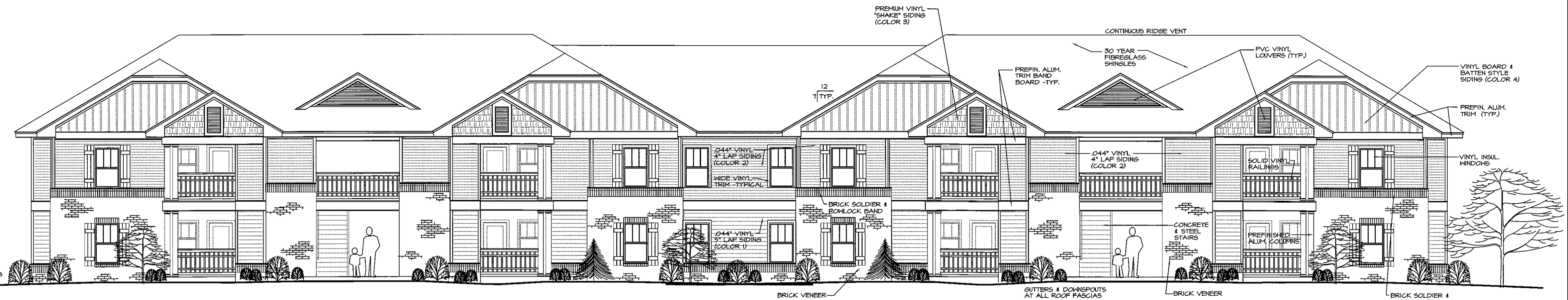
NOTES:

ALL WINDOW UNITS SHALL HAVE WELDED SOLID VINYL FRAMES WITH MIN. 5/8" THICK, LOW E INSULATING GLASS & ENERGY STAR RATING

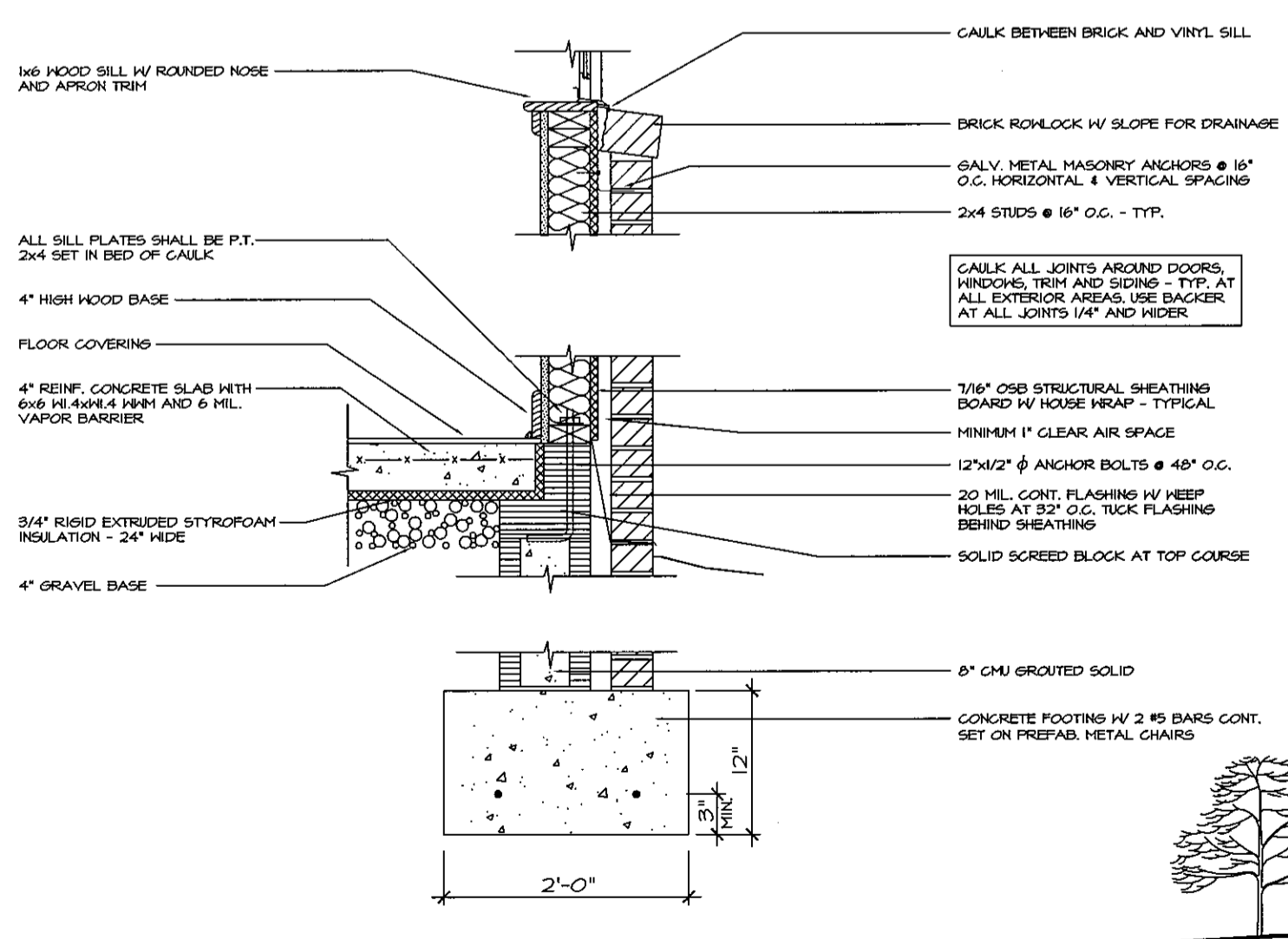
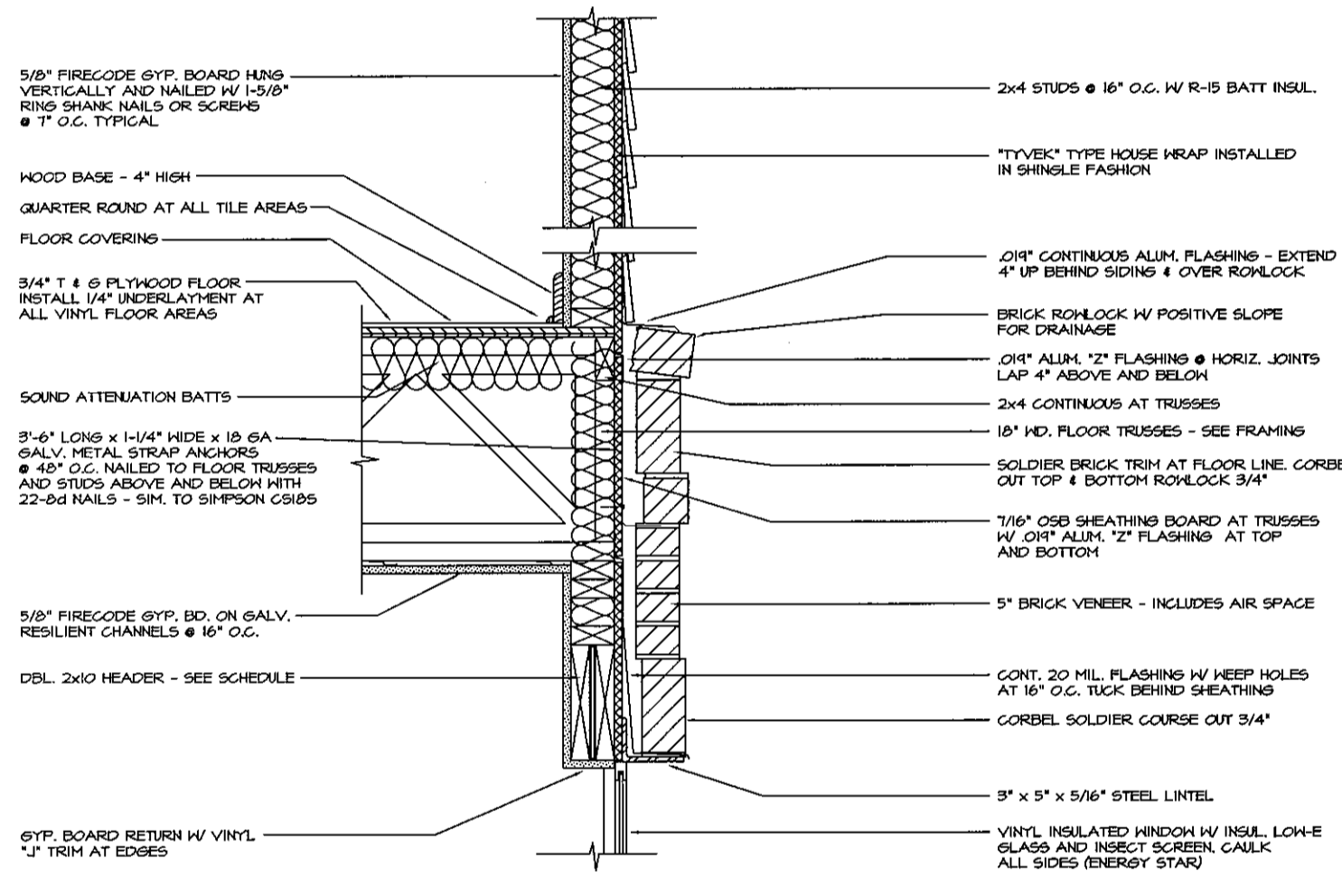
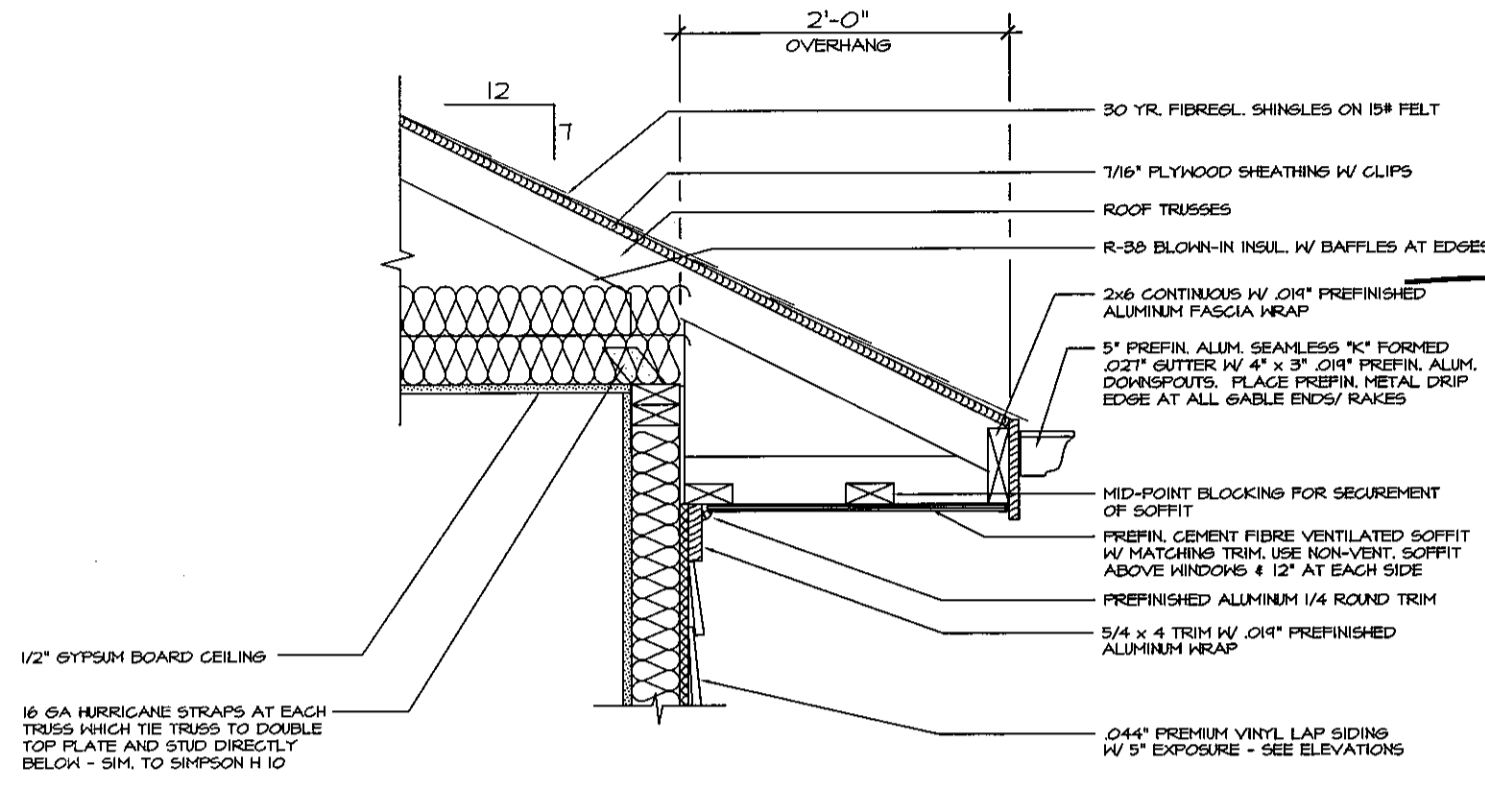
ALL EXTERIOR DOORS SHALL HAVE MAX. 1/2" HIGH THRESHOLDS FOR ACCESSIBILITY.

ALL EXTERIOR DOORS SHALL BE INSULATED WITH MINIMUM 24 GA. STEEL FACES (6 PANEL).

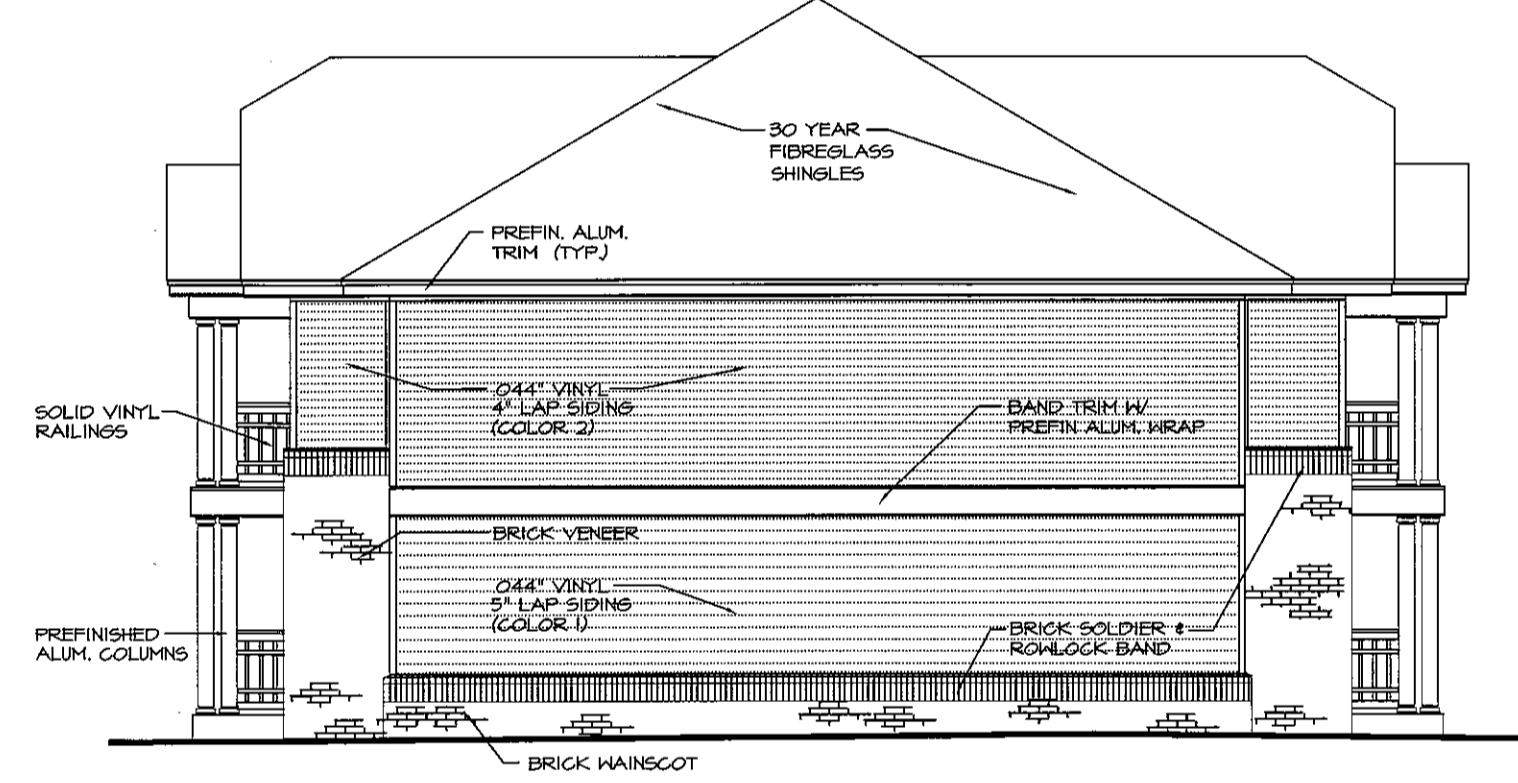
ALL PARTY WALLS SHALL BE DOUBLE 2 x 4 STUD, R-II SOUND INSULATED AND BE 1 HOUR RATED WITH 5/8" FIRE CODE GYPSUM BOARD PER UL DESIGN U341.



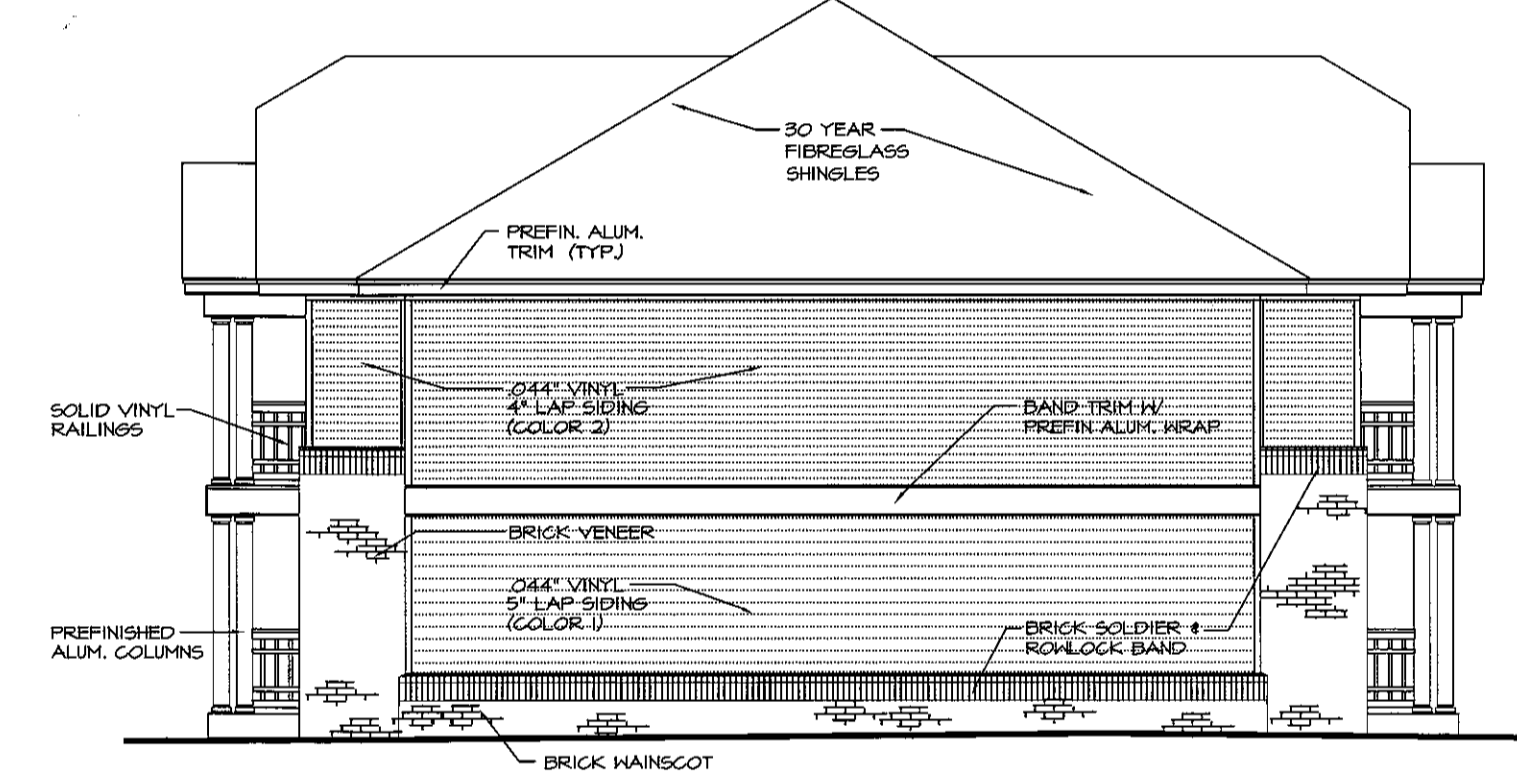
BUILDING TYPE "C" FRONT ELEVATION
SCALE: 1/8" = 1'-0"



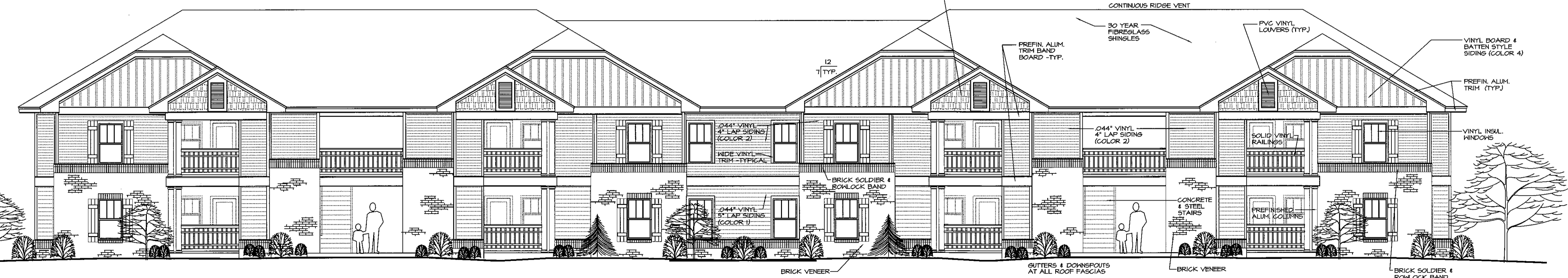
TYPICAL WALL SECTION



BUILDING TYPE "C" LEFT SIDE ELEVATION
SCALE: 1/8" = 1'-0"



BUILDING TYPE "C" RIGHT SIDE ELEVATION
SCALE: 1/8" = 1'-0"



BUILDING TYPE "C" REAR ELEVATION
SCALE: 1/8" = 1'-0"

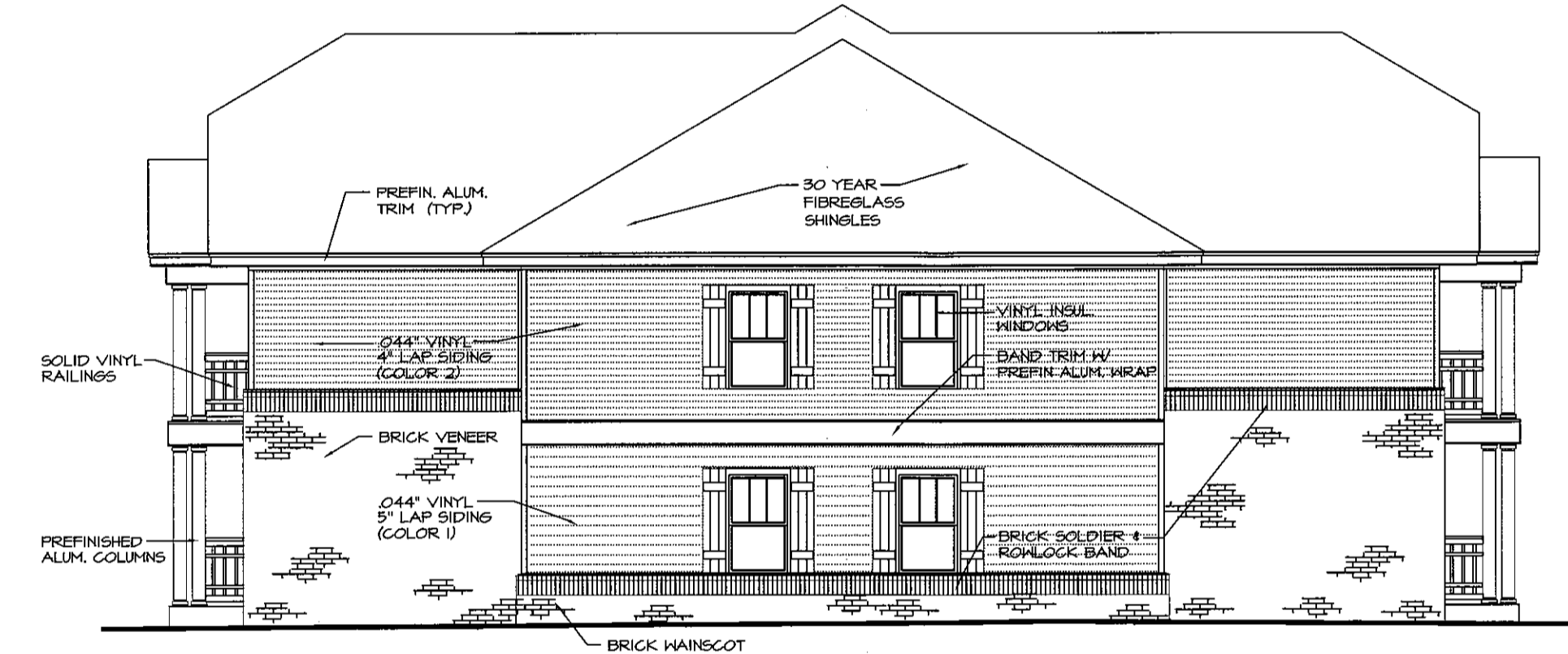
m. riley architect, p.a.
5600 six forks road, suite 102, raleigh, nc 27609 919-762-6471 919-762-6473 (fax) march@mccoreileyarchitects.com
maynard lake apartments erwin, nc

comm. no. **2792**
date **1-15-21**
revision

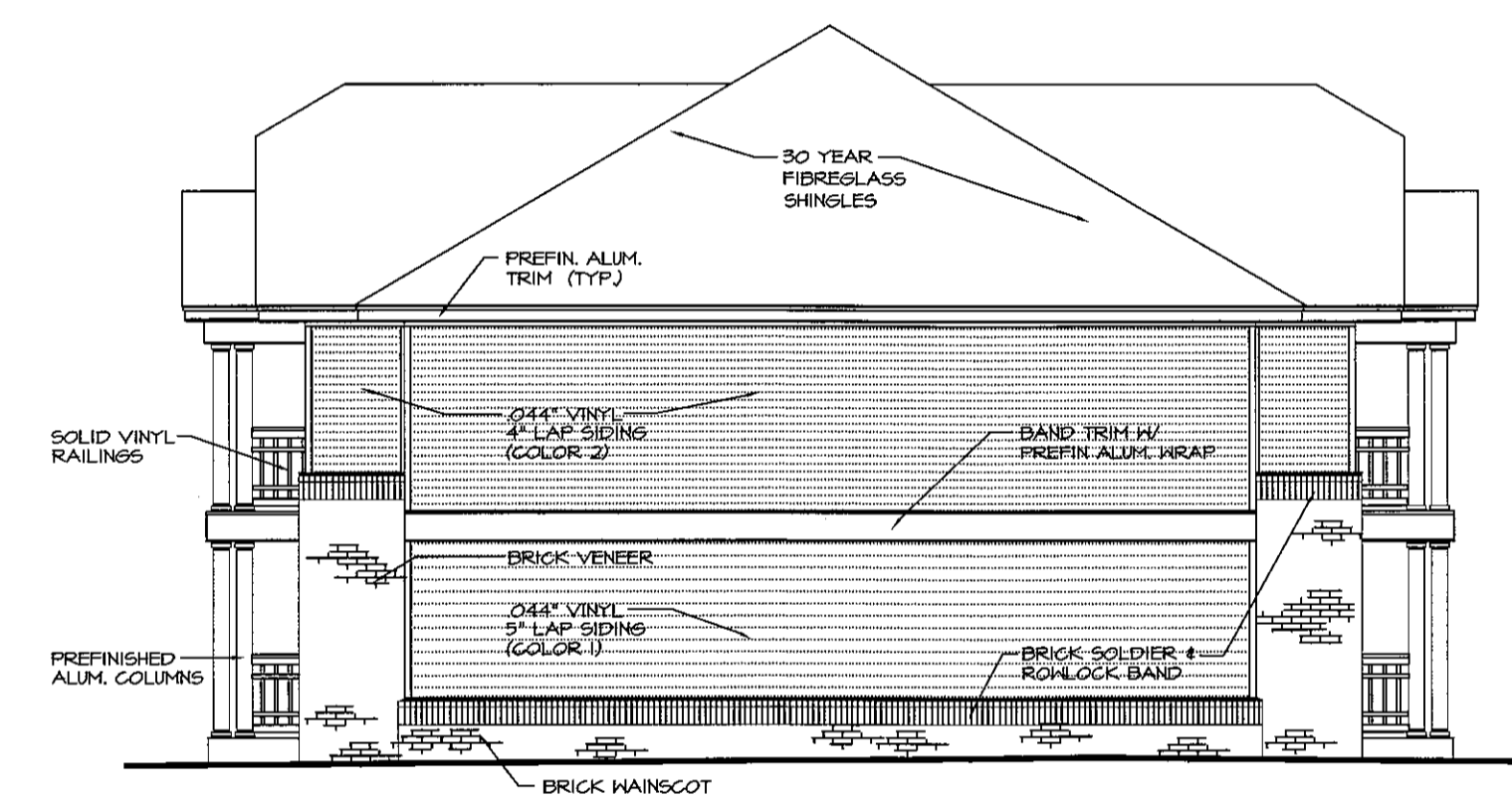
sheet no. **3**
of :



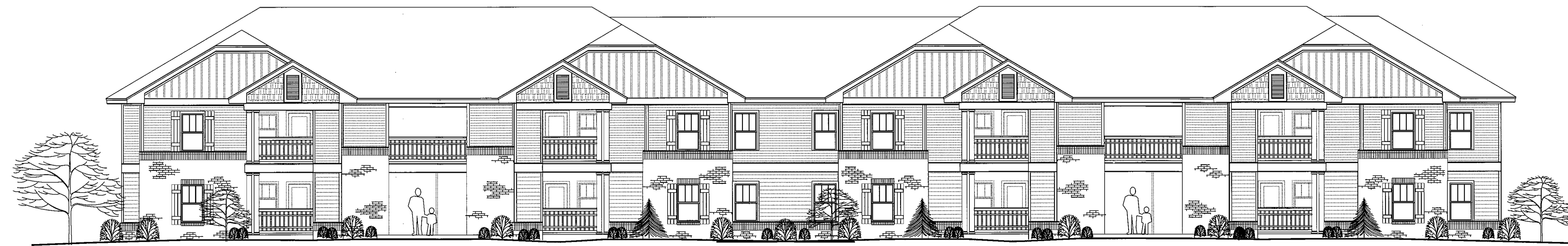
BUILDING TYPE "D" FRONT ELEVATION
SCALE: 1/8" = 1'-0"



BUILDING TYPE "D" LEFT SIDE ELEVATION
SCALE: 1/8" = 1'-0"



BUILDING TYPE "D" RIGHT SIDE ELEVATION
SCALE: 1/8" = 1'-0"

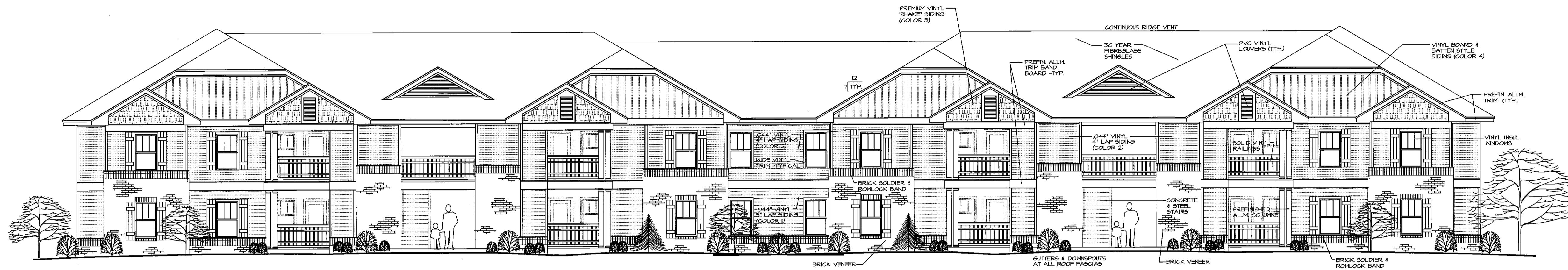


BUILDING TYPE "D" REAR ELEVATION
SCALE: 1/8" = 1'-0"

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maynard lake apartments **erwin, nc**

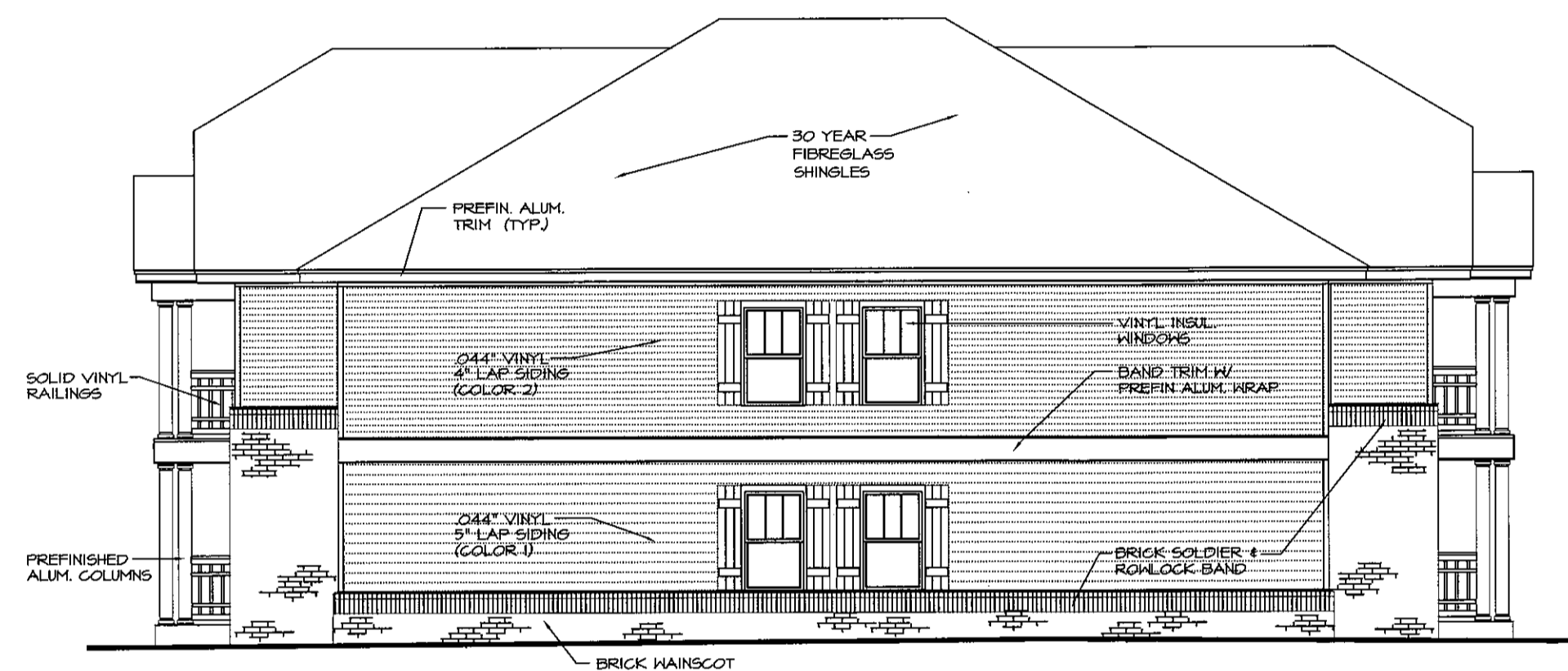
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date
1-15-21
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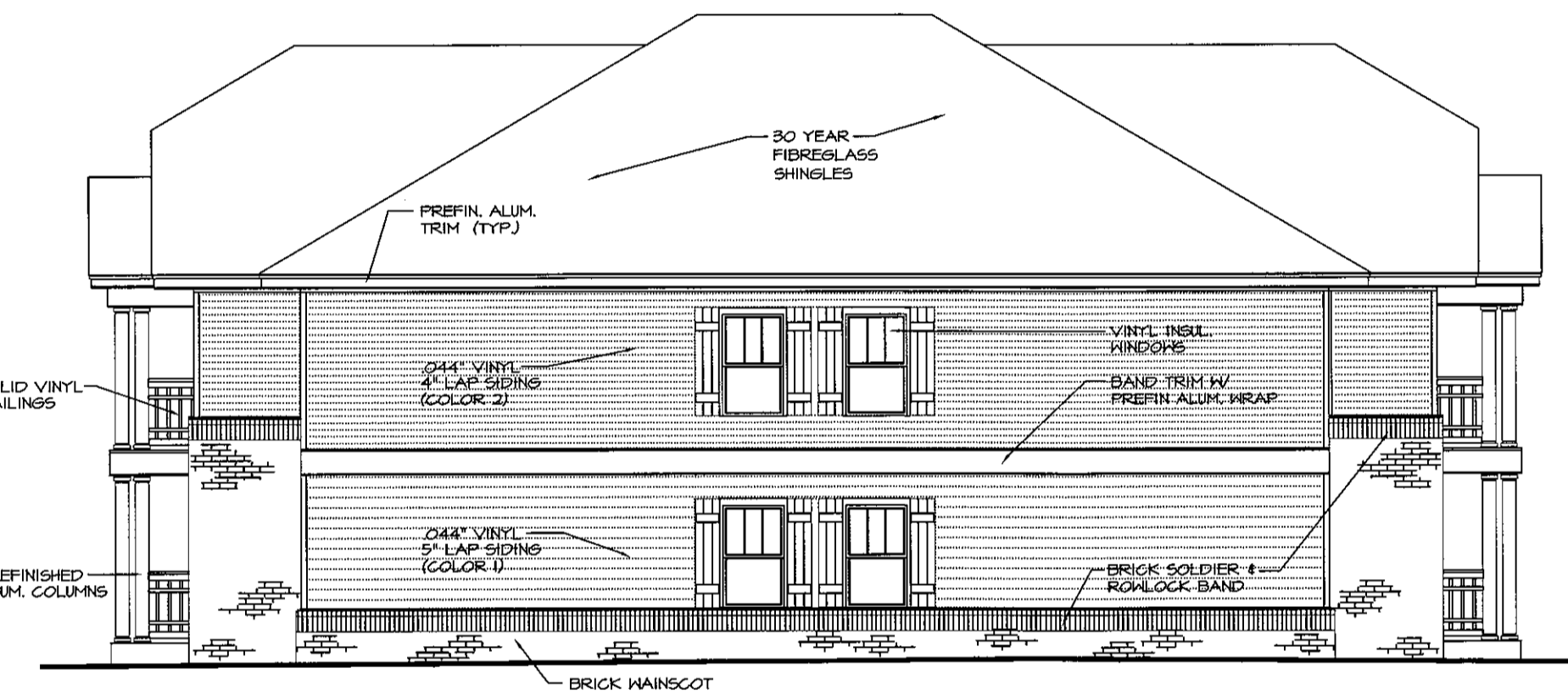
BUILDING TYPE "E" FRONT ELEVATION

SCALE: 1/8" = 1'-0"



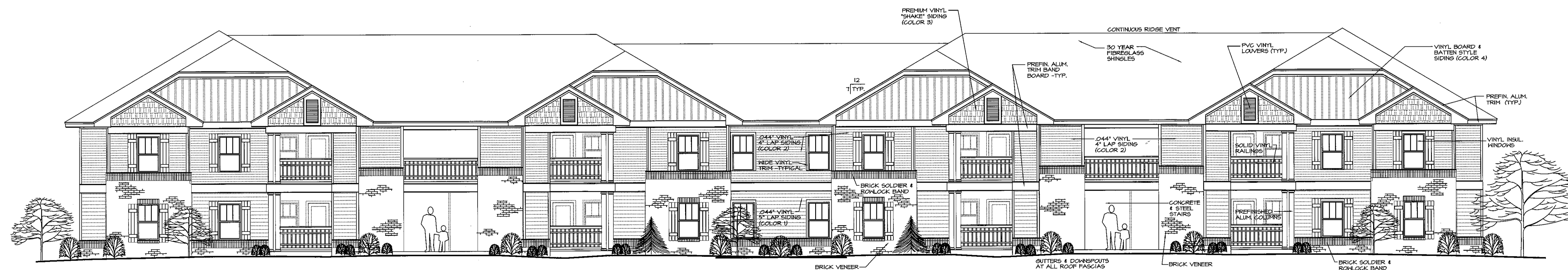
BUILDING TYPE "E" LEFT SIDE ELEVATION

SCALE: 1/8" = 1'-0"



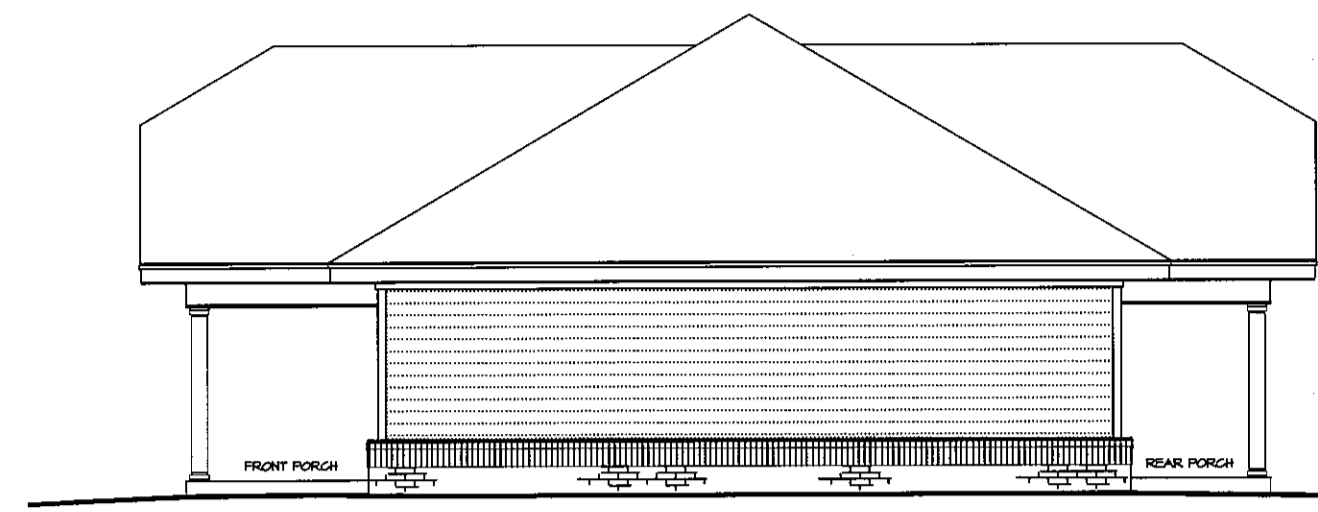
BUILDING TYPE "E" RIGHT SIDE ELEVATION

SCALE: 1/8" = 1'-0"



BUILDING TYPE "E" REAR ELEVATION

SCALE: 1/8" = 1'-0"



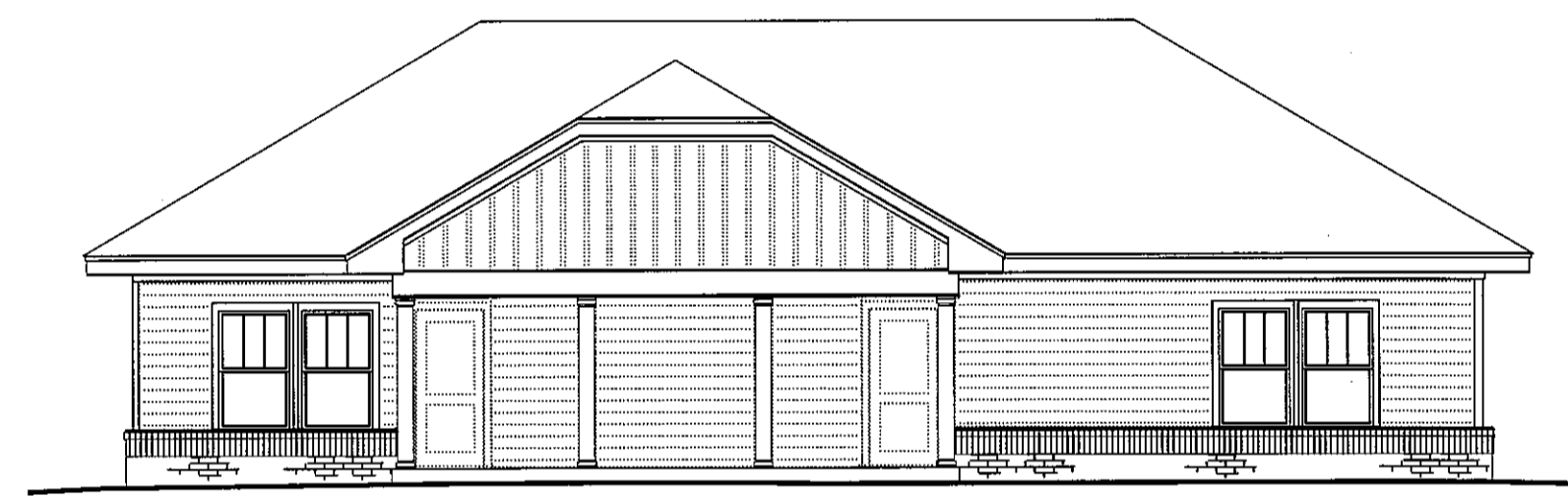
RIGHT SIDE ELEVATION

SCALE: 1/8" = 1'-0"



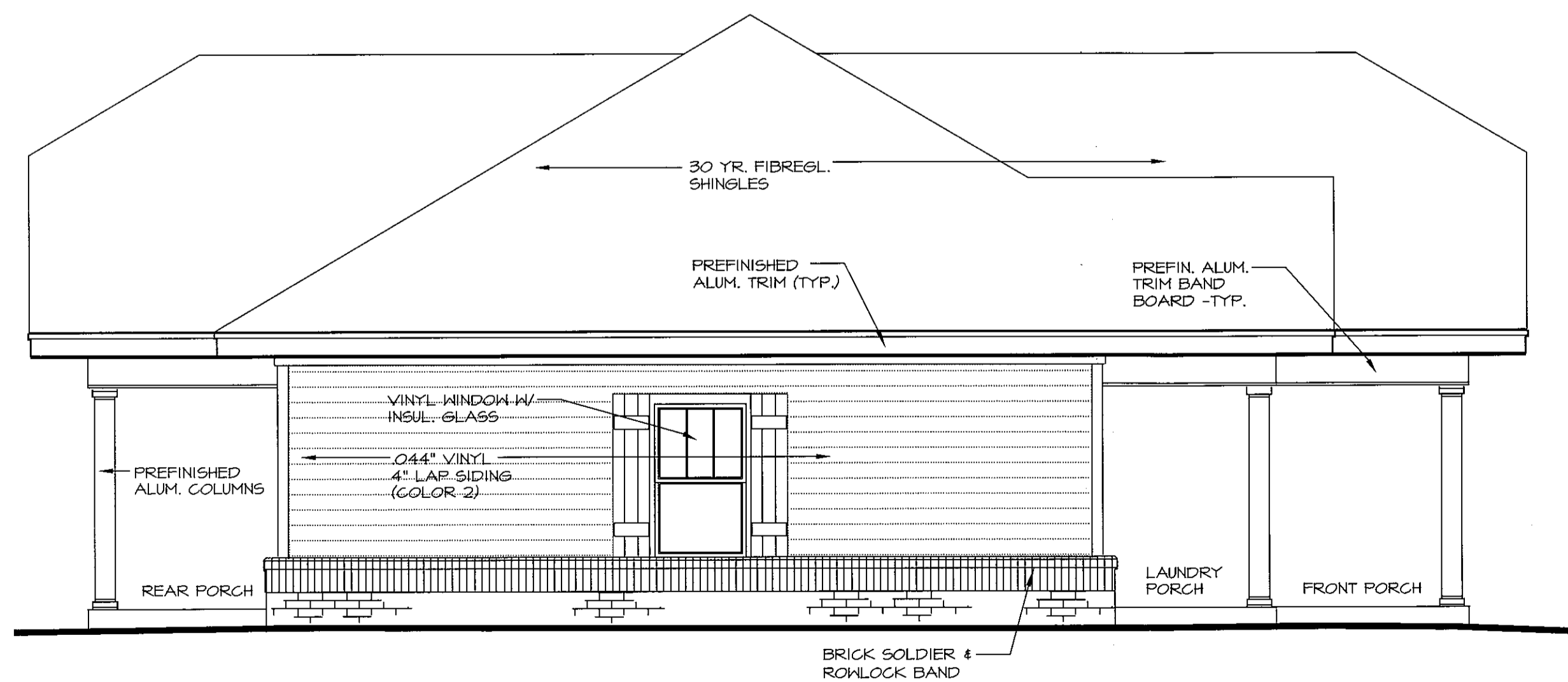
FRONT ELEVATION

SCALE: 1/4" = 1'-0"



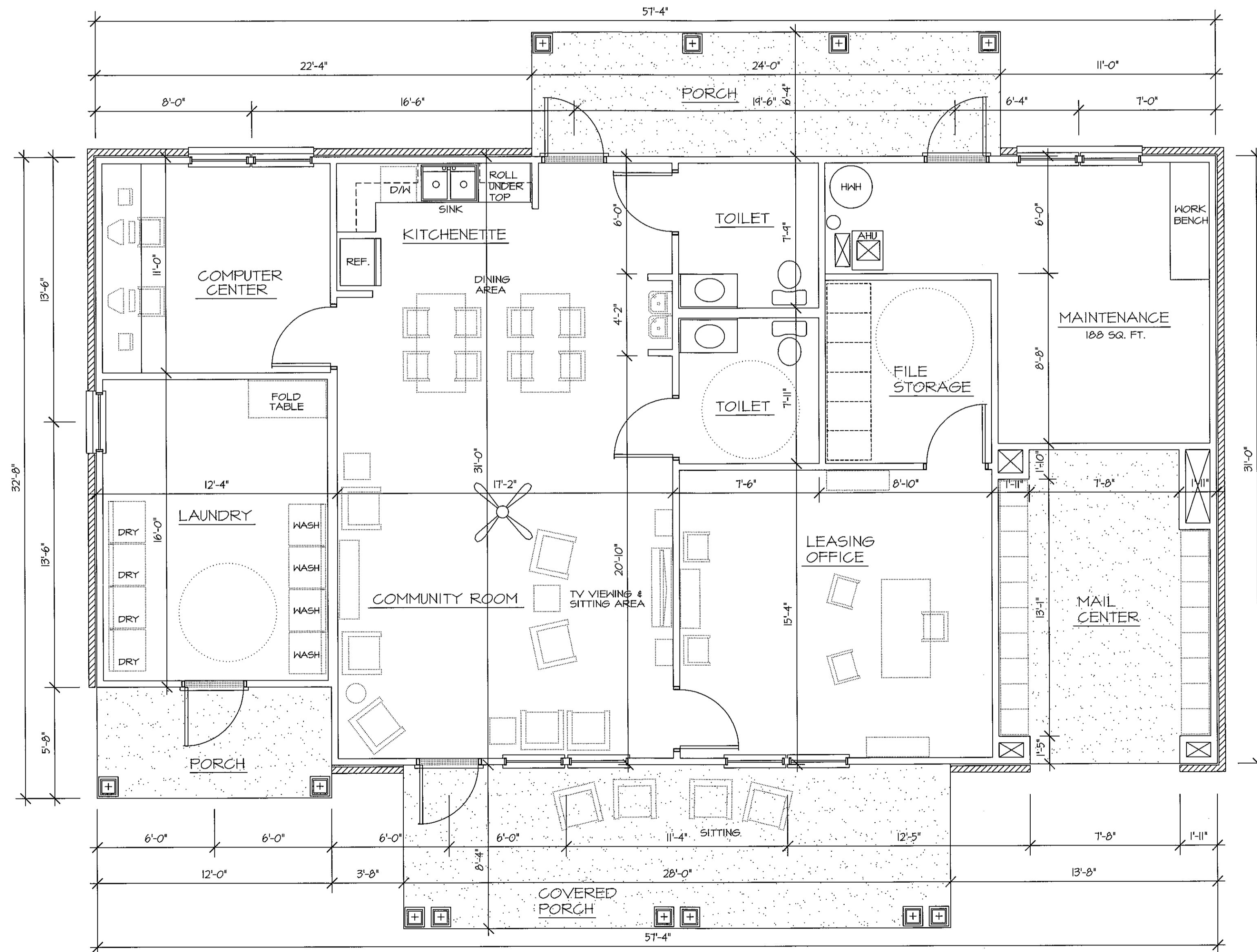
REAR ELEVATION

SCALE: 1/8" = 1'-0"



LEFT SIDE ELEVATION

SCALE: 1/4" = 1'-0"

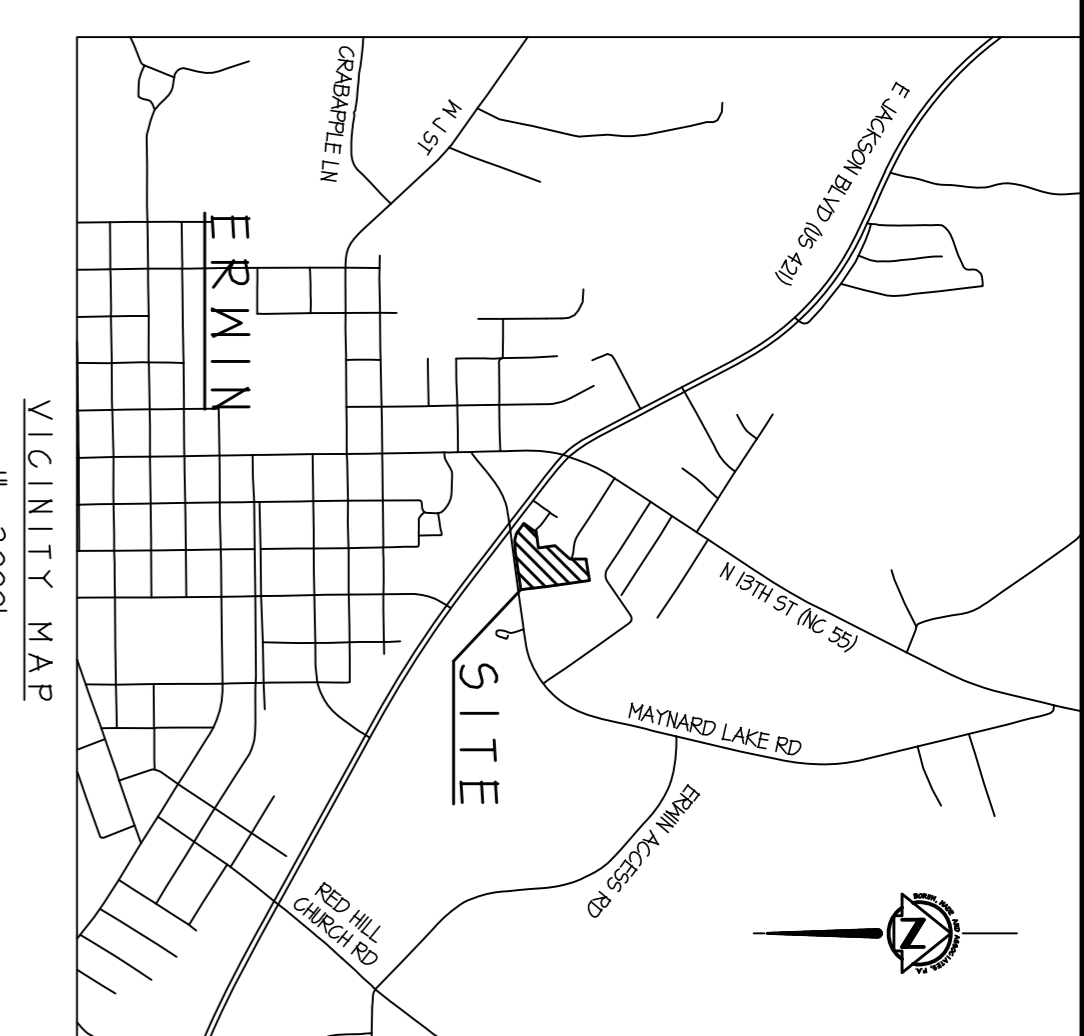
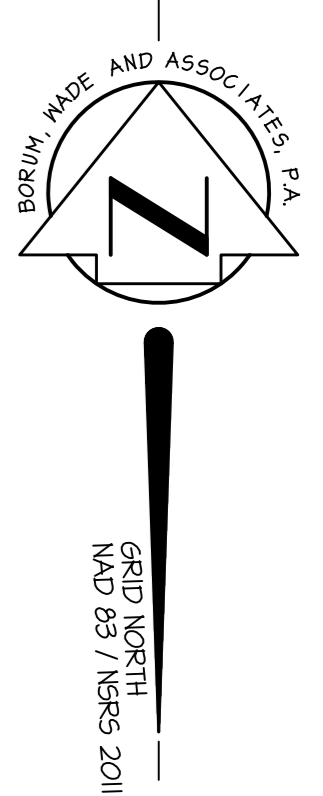
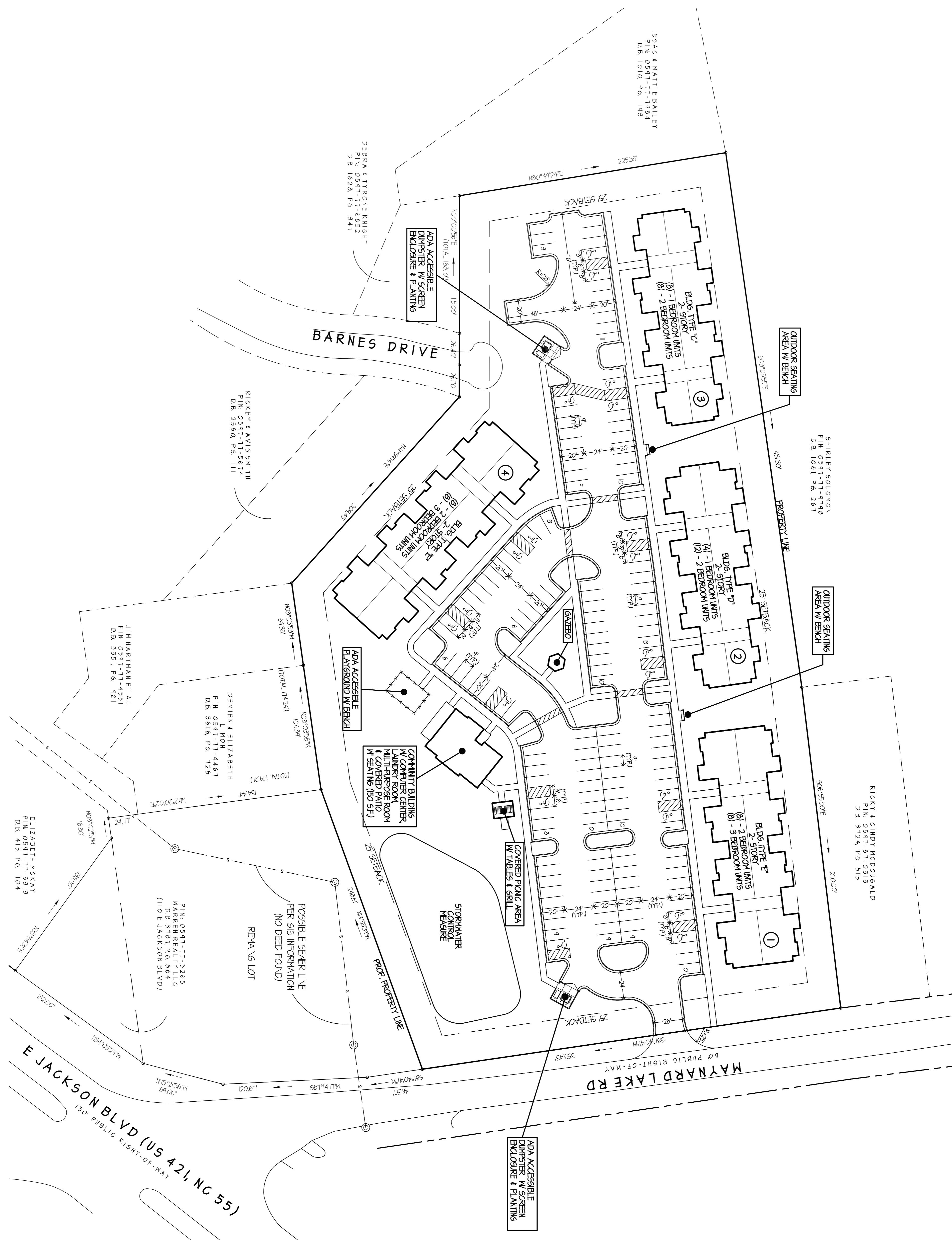


OFFICE/ COMMUNITY BUILDING FLOOR PLAN

1/4" = 1'-0"

COMMUNITY AREA = 764 SF
 HEATED SQ. FT. = 1,551 SF
 GROSS UNDER ROOF = 2,183 SF

IMPERVIOUS AREA
 BUILDINGS: 0.973 AC.
 PARKING/DRIVEWAY: 1.178 AC.
 EX. CUL-DE-SAC: 0.025 AC.
 TOTAL IMPERVIOUS: 2.176 AC. (48.7%)



SITE INFORMATION

| | |
|-------------------------------|-----------------------------------|
| TOTAL AREA: | 5.10 ± ACRES |
| PARCEL ID: | 0605711010001, 0605711010026 |
| PARCEL PIN: | 0591-77-1438, 0591-77-3285 |
| DEED REFERENCE: | D.B. 37971, PG 864 |
| ZONING: | R-6 |
| SETBACKS: | |
| FRONT: | 25' |
| SIDE: | 25' |
| REAR: | 81' |
| PROP. NO. UNITS: | 64 |
| | 10 - 1 BEDROOMS |
| | 30 - 2 BEDROOMS |
| REA. PARKING (LOCAL): | 64 UNITS X 2.5 SP/UNIT = 160 SP |
| REA. PARKING (LOCAL): | 64 UNITS X 1.175 SP/UNIT = 112 SP |
| PROP. PARKING: | 16 SP |
| REA. HC PARKING: | 20 SP |
| REA. VAN ACCESSIBLE PARKING: | 12 SP |
| PROP. VAN ACCESSIBLE PARKING: | 20 SP |

AMENITY INFORMATION

BOUNDARY INFORMATION TAKEN FROM DEED.

| |
|--------------------------------------------|
| COMMUNITY ROOM W/ COVERED PATIO W/ SEATING |
| COMPUTER CENTER |
| LANDRY ROOM |
| COVERED PICNIC AREA W/ GRILLS |
| GAZEBO |
| 2- OUTDOOR SITTING AREA W/ BENCHES |
| PLAYGROUND AREA / TOT LOT |
| TENANT STORAGE |



CONDITIONAL USE REQUEST STAFF REPORT

Case: CU-2021-001

Snow Bowden, Town Manager

townmanager@erwin-nc.org

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

Planning Board: 03/15/2021

Town Commissioners: 04/01/2021

Board: _____ Commissioners: _____

Requested conditional use to construct a 64-unit family community which would consist of four (4) two (2) story apartment complex style buildings. The proposed parcel does not have an identifying Harnett County GIS address but it is adjacent to 106 Maynard Lake Road. The property can be identified by its Harnett County PIN #0597-77-7438.000

Applicant Information

Owner of Record:

Name: Costal Plains Company, LLC.

Address: 1887 Oakton Church Road

City/State/Zip: Fairmont, NC 28340

Applicant:

Name: William Guillet

Address: 1301 Sandpiper Court

City/State/Zip: Raleigh, NC 27615

Property Description

Harnett County Tax PIN 0597-77-7438.000

Acres 6.7

Zoning District- R-6 (90.82%) and B-2 (9.18%) per Harnett County GIS

Vicinity Map

- See Attached Document

Physical Characteristics

Site Description: Based on data from Harnett County GIS this is a vacant parcel that is 6.7 acres. It is located between Maynard Lake Road and Barnes Drive. It is not located in a conservation district, FEMA flood hazard zone or any wetlands.

Surrounding Land Uses: This parcel is located off of a NCDOT road. It is surrounded by residential land uses. There are some commercial uses across the street. Based on the proposed site plan it appears the access point to this development would be far enough away from the commercial uses there should not be an issue with traffic. At the moment, there are two schools located in this area (Erwin Elementary at Gentry Primary School and Triton High School). Erwin Elementary at Gentry Primary School will be moving to their new facility in early 2022 and Triton

High School is far enough away from this site there should not be any issues with this site with this proposed land use.

Services Available

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

Zoning District Compatibility

| | |
|-----------------------|-----|
| Conditional Use | R-6 |
| Multi-Family Dwelling | X |

Staff Evaluation

Staff Evaluation

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

- **Reasoning:** Multi-family dwellings are allowed as a conditional use in our R-6 Zoning District.

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

- **Reasoning:** The proposed use is an apartment complex that would increase the number of places for people to rent for housing. It would also increase the rental options for residents. At the moment, most of our residential options are single-family dwellings. This would allow a different option for people.

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:** At the moment, this is a vacant parcel surrounded by residential land uses. This proposed use would be for a multi-family dwelling apartment complex that would be for residential purposes.

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

- **Reasoning:** This proposed use is inside Town Limits. It is in an area that was identified for high and medium intensity growth. It appears that most of the land is in the high intensity growth area. One of the proposed goals in the vision plan can be found on page 2-12 that the Town should “allow and encourage a variety of housing types to accommodate residents in all stages of life.” “This includes some multi-family residential uses in close proximity to downtown.”

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

- **Reasoning:** Yes, the applicant has already reached out to Harnett Regional Water to start the process for water and sewer service. On the proposed site plan you can see where the entrance and parking would be.

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:** They will be required to obtain an NCDOT driveway permit to connect to Maynard Lake Road.

Yes No

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

- **Reasoning:** Town Staff would recommend that this conditional use permit application be approved.

Attachments:

- GIS zoning district image
- GIS image
- 2014 Town of Erwin Land Use Plan pages for Medium and High Intensity Development
- 2014 Town of Erwin Land Use Plan page with Vision and Goals
- CU-2021-001 application
- CU-2021-001 Staff Report
- CU-2021-001 Site Plan
- CU-2021-001 Project Description
- Follow-Up response to initial questions from the Town

TRIP GENERATION FOR 64-UNIT APARTMENT DEVELOPMENT

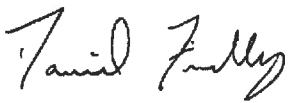
To: William Guillet
From: Daniel Findley, PhD, PE
Subject: Trip Generation for 64-Unit Apartment Development in Erwin, North Carolina
Date: March 9, 2021

Mr. Guillet,

Per your request, I have produced an estimate of the trips generated for a proposed development in the Town of Erwin, North Carolina. The proposed development will include 64 apartment units, classified as ITE¹ land use code 220 – Multifamily Housing (low-rise). Applying the land use code characteristics and the intensity of the proposed development (64 units), the following table provides estimates of the expected trips to be generated daily and by peak hour².

| Time Period | Trips Generated (ITE Land Use Code 220) |
|--------------------|----------------------------------------------------|
| Daily | 468 trips |
| AM Peak Hour | 29 trips |
| PM Peak Hour | 36 trips |

Sincerely,



Daniel J. Findley, PhD, PE
NC PE License 036220

¹ Institute of Transportation Engineers (ITE). *Trip Generation Manual*. 10th Edition.

² Per the NCDOT Traffic Impact Analysis Need Screening / Scoping Request, the number of expected trips generated by the proposed development does not meet or exceed the NCDOT trip threshold of 3,000 daily trips (though local guidelines and other characteristics may need to be considered).

Section 2 Vision & Goals

L3. Allow for and encourage a variety of housing types to accommodate residents in all stages of life.

- a. Make residential zoning districts density based rather than based on minimum lot size. This will allow product flexibility while maintaining the same residential density that is desired for an area.
- b. Permit multi-family residential uses by right on upper floors of Central Business district buildings and permit some multi-family residential uses in close proximity to downtown.



Mixed Use



Townhouse

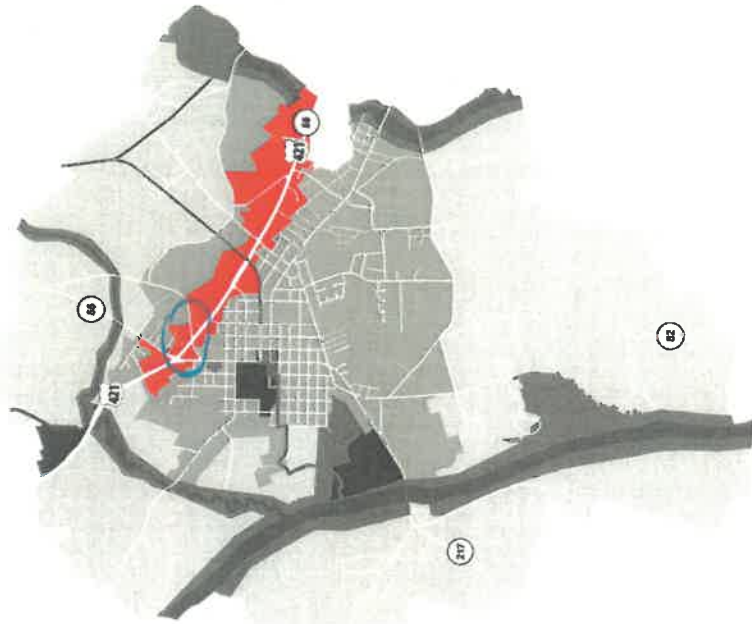


Apartment

Section 2 Vision & Goals

HIGH INTENSITY

This land use classification is intended for commercial uses that have a more regional draw and may serve residents outside of the immediate area. This classification would include larger retail establishments, large medical facilities, fast food restaurants, and more auto-oriented development. The Lowe's Home Improvement store is an example of a high intensity use.



Vision & Goals Section 2

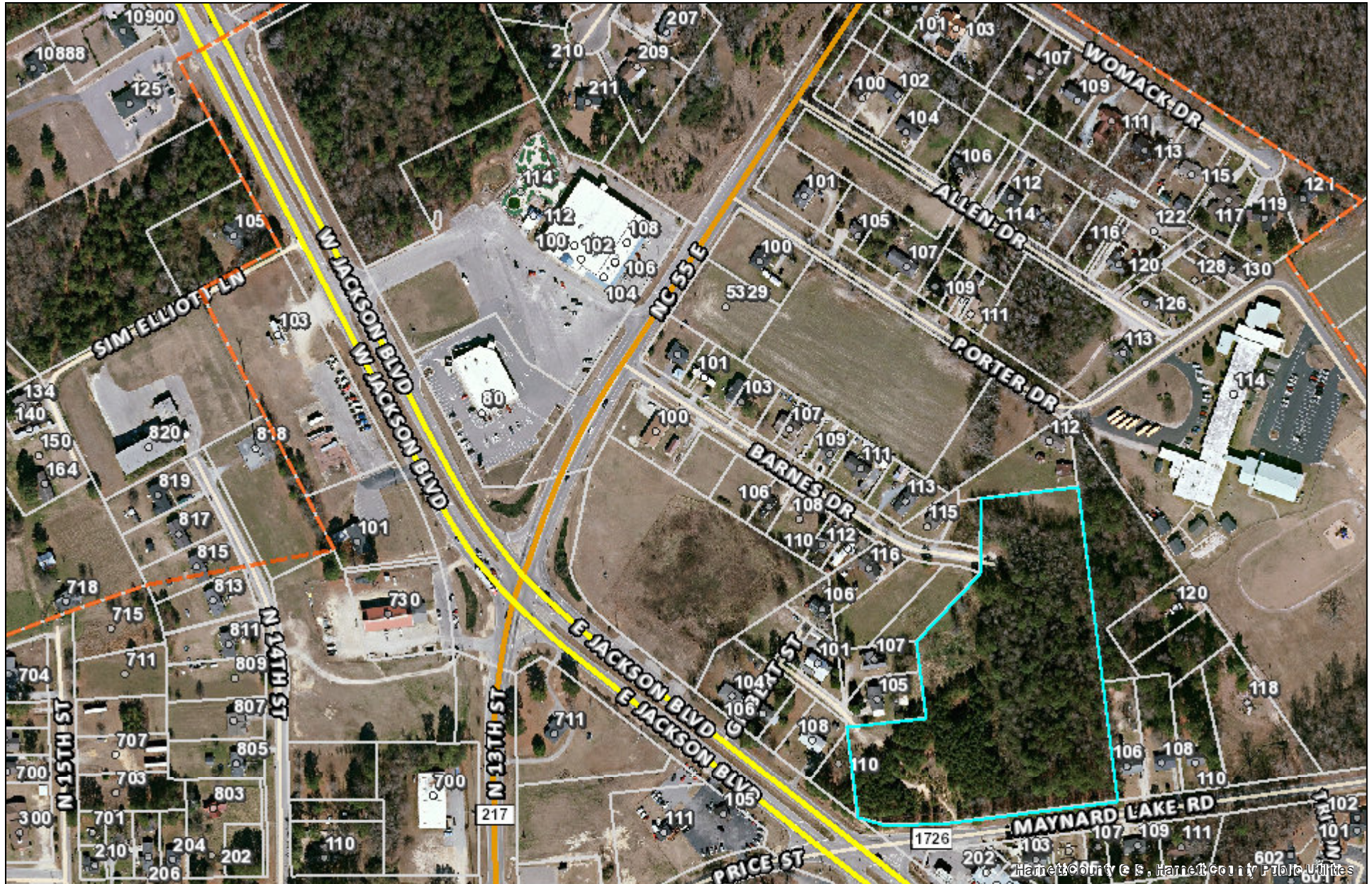
MEDIUM INTENSITY

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



Harnett GIS

NOT FOR LEGAL USE



GIS/E-911 Addressing

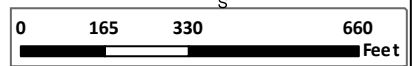
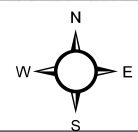
March 9, 2021

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

- Harnett County Boundary
- Address Numbers
- Airport
- Major Roads**
- Interstate

- NC
- US
- Roads
- Mile_Markers
- Railroad

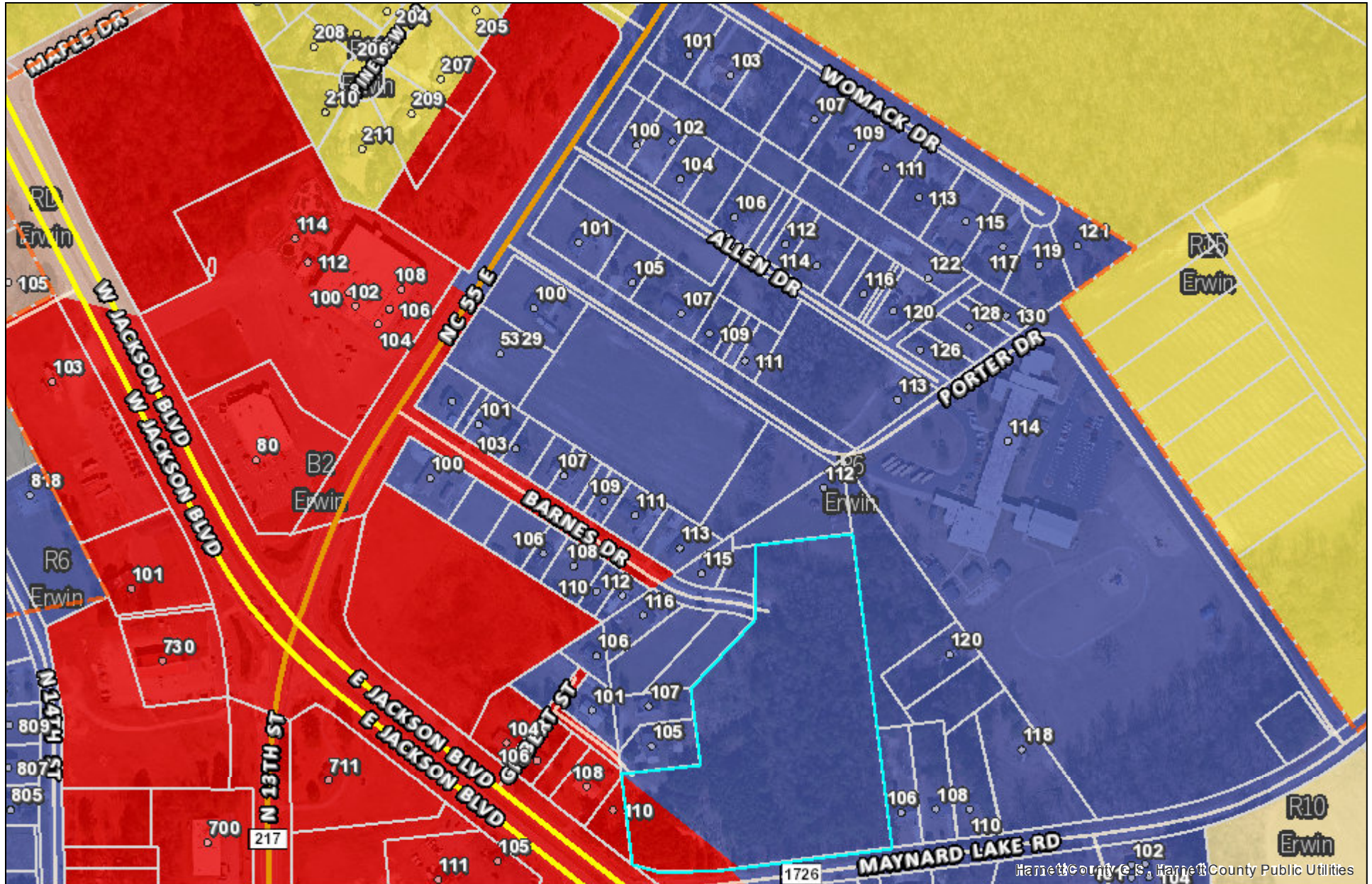
- Parcels



1 inch = 376 feet

Harnett GIS

NOT FOR LEGAL USE



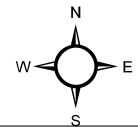
GIS/E-911 Addressing

March 9, 2021

- Recycle Center
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