

**THE ERWIN BOARD OF COMMISSIONERS
SEPTEMBER 2020 REGULAR WORKSHOP
MONDAY, SEPTEMBER 28, 2020 @ 6:00 P.M.
ERWIN MUNICIPAL BUILDING BOARD ROOM**

AGENDA

1. **MEETING CALLED TO ORDER**
 - A. INVOCATION
 - B. PLEDGE OF ALLEGIANCE
2. **AGENDA ADJUSTMENTS /APPROVAL OF AGENDA**
3. **OLD BUSINESS**
 - A. Resolution(s) to Donate Property to Harnett County Habitat for Humanity (**Page 2**)
4. **NEW BUSINESS**
 - A. Major Subdivision (**Page 5**)
 - B. Proposed Text Amendment to Erwin Code of Ordinance (**Page 18**)
5. **ADJOURNMENT**

OLD BUSINESS

Erwin Board of Commissioners

REQUEST FOR CONSIDERATION

To: The Honorable Mayor and Board of Commissioners
From: Snow Bowden, Town Manager
Date: October 1, 2020
Subject: Habitat for Humanity of Harnett County

At our September Town Board meeting we discussed donating two parcels that are owned by the Town of Erwin to Habitat for Humanity of Harnett County. I put together a resolution for each parcel and posted them on the website and at Town Hall. Neither one of these parcels are on the market to be sold. But I have received an offer for purchase for 301 North 14th Street. The offer was for \$4,000. There are three parties interested in purchasing this lot as of Wednesday, September 23, 2020. If you want to move forward with selling the lot it will have to be advertised properly and subject to all rules and regulations municipalities have to follow when selling real property.

Attachments:

- Resolution to donate 107 Holmes Street to Habitat for Humanity of Harnett County
- Resolution to donate 301 North 14th Street to Habitat for Humanity of Harnett County

Action Recommended:

- No action tonight.



TOWN OF ERWIN

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

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

RESOLUTION OF THE ERWIN TOWN BOARD TO CONVEY PROPERTY TO HABITAT FOR HUMANITY 2020-2021-002

WHEREAS, the Town of Erwin is a municipal corporation as defined in North Carolina General Statutes §160A-1: and

WHEREAS, Habitat for Humanity of Harnett County, Inc. is a non-profit corporation as defined in North Carolina General Statute §55A that works to assist those in need by building and renovating houses so that there are decent houses in decent communities in which people can live and grow into all that God intended: and

WHEREAS, North Carolina General Statutes §160A-279 and §160A-267 authorizes a city to convey real property to a not-for-profit corporation which carries out a public purpose: and

WHEREAS, the Town of Erwin owns a 50' x 200' parcel of land located at 107 Holmes Street, Erwin, NC 28339 which is not being used in furtherance of any governmental purpose for the Town of Erwin.

NOW, THEREFORE, BE IT REOSLVED, by the Town Council of the Town of Erwin, a municipal corporation, that the Town Council authorizes the Town Manager to execute on behalf of the Town of Erwin a deed conveying a lot at 107 Holmes Street, Erwin, NC 28339 with corresponding Harnett County Tax PIN# 0597-71-6688.000 to Habitat for Humanity of Harnett County, Inc.

RESOLVED FURHTER, that the Town Manager is directed to publish a summary of the contents of this Resolution and that the transfer of the property is described herein, shall not take place until ten (10) days after its publication.

Adopted this 1st day of October, 2020.

ATTEST:

Patsy M. Carson
Mayor

Snow Bowden
Town Manager



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RESOLUTION OF THE ERWIN TOWN BOARD TO CONVEY PROPERTY TO HABITAT FOR HUMANITY 2020-2021-003

WHEREAS, the Town of Erwin is a municipal corporation as defined in North Carolina General Statutes §160A-1: and

WHEREAS, Habitat for Humanity of Harnett County, Inc. is a non-profit corporation as defined in North Carolina General Statute §55A that works to assist those in need by building and renovating houses so that there are decent houses in decent communities in which people can live and grow into all that God intended: and

WHEREAS, North Carolina General Statutes §160A-279 and §160A-267 authorizes a city to convey real property to a not-for-profit corporation which carries out a public purpose: and

WHEREAS, the Town of Erwin owns a 90' x 145' parcel of land located at 301 North 14th Street, Erwin, NC 28339 which is not being used in furtherance of any governmental purpose for the Town of Erwin.

NOW, THEREFORE, BE IT REOSLVED, by the Town Council of the Town of Erwin, a municipal corporation, that the Town Council authorizes the Town Manager to execute on behalf of the Town of Erwin a deed conveying a lot at 301 North 14th Street, Erwin, NC 28339 with corresponding Harnett County Tax PIN# 0597-65-2536.000 to Habitat for Humanity of Harnett County, Inc.

RESOLVED FURHTER, that the Town Manager is directed to publish a summary of the contents of this Resolution and that the transfer of the property is described herein, shall not take place until ten (10) days after its publication.

Adopted this 1st day of October, 2020.

Patsy M. Carson
Mayor

ATTEST:

Snow Bowden
Town Manager

NEW BUSINESS

Erwin Board of Commissioners

REQUEST FOR CONSIDERATION

To: The Honorable Mayor and Board of Commissioners
From: Snow Bowden, Town Manager
Date: September 28, 2020
Subject: Proposed Major Subdivision

The Town of Erwin has received a map with a proposed major subdivision. The current lot is off of Porter Drive and is undeveloped. It has the following Harnett County Tax Pin #0597-78-4127.000. The proposed subdivision creates seven lots in an area that is currently zoned R-6. There is an existing water and sewer line already located in the area that would service these proposed new homes. All seven lots would be accessed off of Porter Drive so there would not be any new roads built.

It has been a while since the Town received a proposed major subdivision so I felt like it made the most sense for us to go through the checklist to ensure everything that is supposed to be on this plat is located on it. I have included a picture of the homes the person wants to build on these lots. But I have to remind all of you that in North Carolina we cannot regulate the design of single-family dwellings.

The proposed subdivision does have a soil and erosion plan that is being worked on at the moment. The Planning Board recommended this subdivision be approved.

Attachments:

- Preliminary plat
- Subdivision checklist
- Harnett County GIS Image
- Picture of proposed houses
- Draft minutes from September Planning Board meeting

Harnett GIS

NOT FOR LEGAL USE


















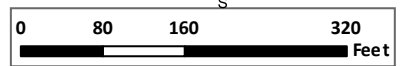
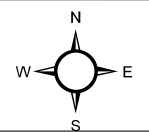
Harnett County GIS, Harnett County Public Utilities



GIS/E-911 Addressing

September 11, 2020

-  Recycle Center
-  Landfills
-  Surrounding County Boundaries
-  Federal Property
-  City Limits
-  Harnett County Boundary
-  Address Numbers
-  Airport
- Major Roads**
-  Interstate
-  NC
-  US
-  Roads
-  Mile_Markers
-  Railroad
-  Parcels

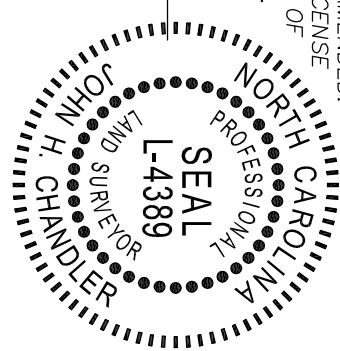


1 inch = 188 feet

- LEGEND —**
- IPF IRON PIPE FOUND
 - IRF IRON ROD FOUND
 - IPS IRON PIPE SET
 - R/W RIGHT-OF-WAY
 - PROPOSED DRIVEWAY
 - HARNETT REGIONAL WATER UTILITIES —
 - PROPOSED WATER METER LOCATION
 - PROPOSED SEWER CLEAN OUT LOCATION

— SURVEYOR'S CERTIFICATE —

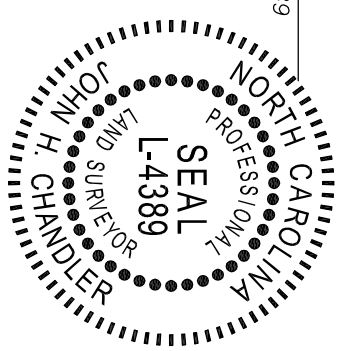
I, JOHN H. CHANDLER, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION, (DEED DESCRIPTION RECORDED IN BOOK 3841, PAGE 471); THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND IN BOOK 2008, PAGE 661; THAT THE RATIO OF PRECISION OR POSITIONAL ACCURACY AS CALCULATED IS 10,000+; THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED. I AM A LICENSED SURVEYOR AND SEAL THIS _____ DAY OF _____ A.D., _____



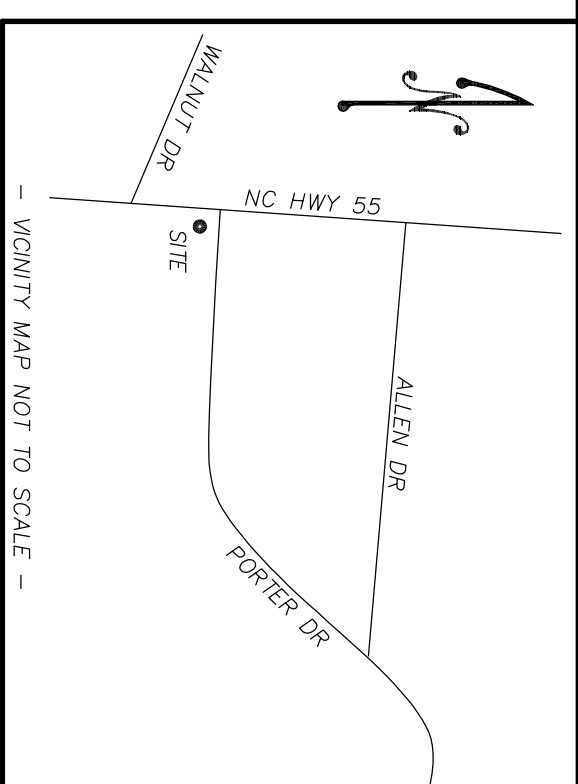
— SURVEYOR'S CERTIFICATE —

THIS SURVEY CREATES A SUBDIVISION OF LAND IN AN AREA OF A COUNTY OR MUNICIPALITY THAT HAS AN ORDINANCE THAT REGULATES PARCELS OF LAND.

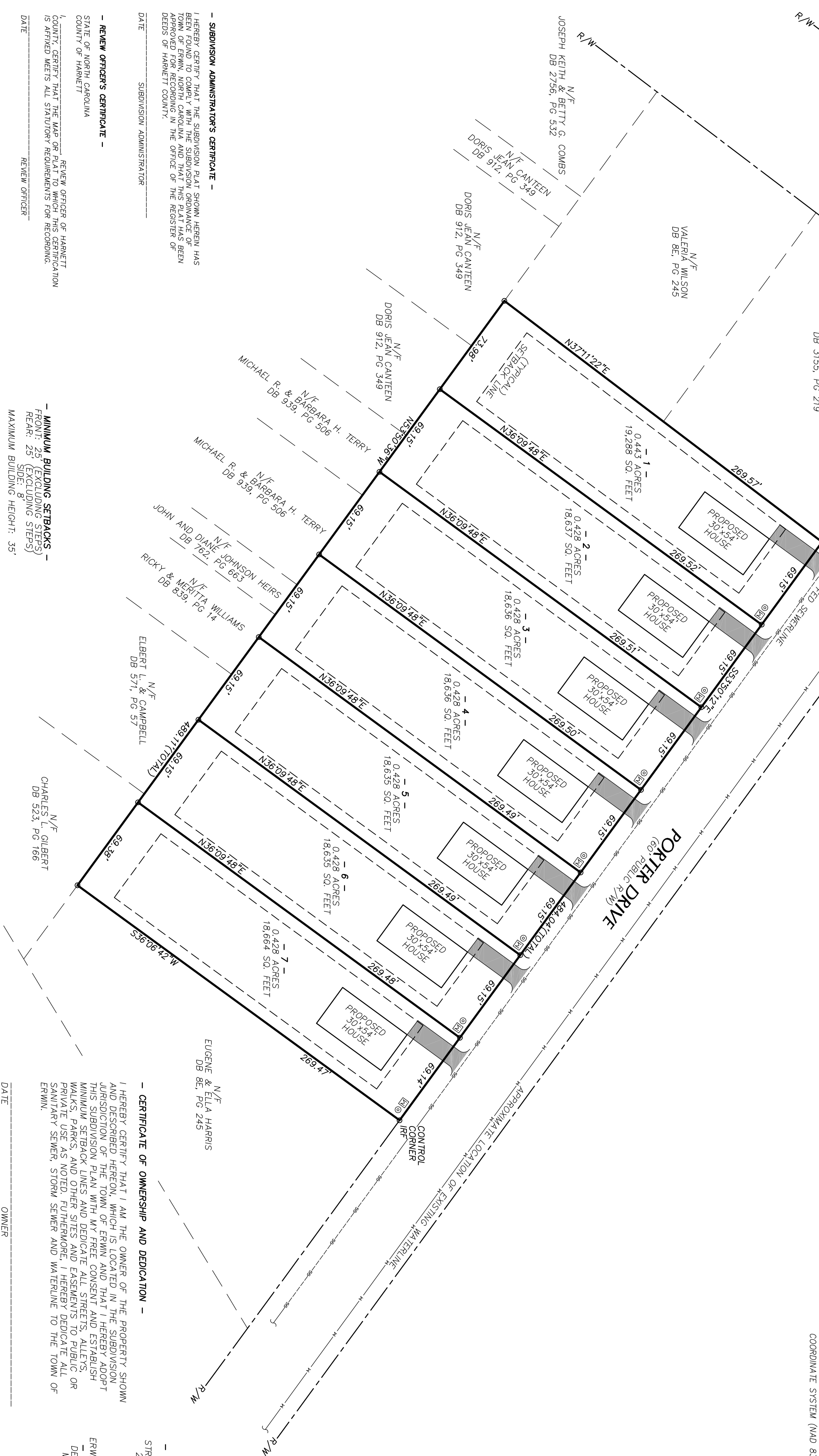
JOHN H. CHANDLER
L-4389
PROFESSIONAL LAND SURVEYOR



MB 2008
PG 661



- NOTES —**
1. ALL DISTANCES SHOWN ARE HORIZONTAL GROUND DISTANCES IN U.S. SURVEY FEET UNLESS OTHERWISE NOTED.
 2. ALL BEARINGS ARE BASED ON NORTH CAROLINA STATE PLANE COORDINATE SYSTEM (NAD 83).



— SUBDIVISION ADMINISTRATOR'S CERTIFICATE —

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREIN HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION ORDINANCE OF TOWN OF ERWIN, NORTH CAROLINA AND THAT THIS PLAT HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE REGISTER OF DEEDS OF HARNETT COUNTY.

DATE _____ SUBDIVISION ADMINISTRATOR _____

— REVIEW OFFICER'S CERTIFICATE —

STATE OF NORTH CAROLINA
COUNTY OF HARNETT

I, COUNTY CLERK, HEREBY CERTIFY THAT THE MAP OR PLAT REVIEWED BY ME MEETS THE STATUTORY REQUIREMENTS FOR RECORDING.

DATE _____ REVIEW OFFICER _____

— MINIMUM BUILDING SETBACKS —

FRONT: 25' (EXCLUDING STEPS)

REAR: 25' (EXCLUDING STEPS)

SIDE: 8'

MAXIMUM BUILDING HEIGHT: 35'

— CERTIFICATE OF OWNERSHIP AND DEDICATION —

I HEREBY CERTIFY THAT I AM THE OWNER OF THE PROPERTY SHOWN AND DESCRIBED HEREON, WHICH IS LOCATED IN THE SUBDIVISION JURISDICTION OF THE TOWN OF ERWIN AND THAT I HEREBY ADOPT THIS SUBDIVISION PLAN WITH MY FREE CONSENT AND ESTABLISH MINIMUM SETBACK LINES AND DEDICATE ALL STREETS, ALLEYS, WALKS, PARKS, AND OTHER STES AND EASEMENTS TO PUBLIC OR PRIVATE USE AS NOTED. FURTHERMORE, I HEREBY DEDICATE ALL OF SANITARY SEWER, STORM SEWER AND WATERLINE TO THE TOWN OF ERWIN.

DATE _____ OWNER _____

— PROPERTY INFORMATION —

STRICKLEY AND COMPANY, LLC
258 WILLOWCROFT COURT
DUNN, NC 28334
PIN 0597-78-4127

— SITE ADDRESS —
ERWIN, NORTH CAROLINA 28339
PORTER DRIVE

— RECORDED REFERENCES —
DEED BOOK 3841, PAGE 471
MAP BOOK 2008, PG 661

— CURRENT ZONING —
R-1

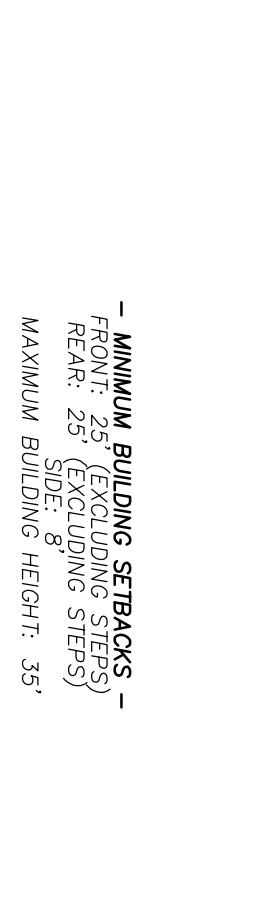
— TOTAL ACREAGE —
3.010 ACRES
131,131 SQ. FEET

— HARNETT COUNTY REGISTER OF DEEDS —

STATE OF NORTH CAROLINA, JOHNSTON COUNTY
THIS INSTRUMENT WAS PRESENTED FOR REGISTRATION AND RECORDING THIS _____ DAY OF _____ AT _____ 20 _____

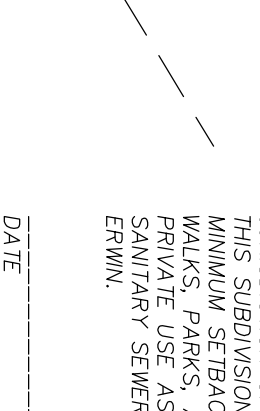
REG. OF DEEDS _____ BY ASST. REG. OF DEEDS _____

DATE	REVISION	INITIAL



chandler land surveying

83 Adams Point Drive, Garner, North Carolina, 27529
Phone: 919-291-9163



FINAL SUBDIVISION PLAT

OF
3.010 ACRES ON PORTER DRIVE, ERWIN, NC

FOR
STRICKLEY AND COMPANY, LLC

SCALE: 1" = 50'
DATE: AUGUST 22, 2020
DUKE TOWNSHIP HARNETT COUNTY NORTH CAROLINA

PROJECT # 2020125
SURVEYED BY JHC
DRAWN BY JHC
DATE: AUGUST 22, 2020
DRAWING NAME 2020125-SUB
SHEET NUMBER 1 OF 1

Part 9 Chapter 3	Article 3 Procedure for Review and Approval of Subdivision Plats	Subdivision Regulations
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Plats		
Information	Preliminary	Final
Title Block Containing	✓ <input type="checkbox"/>	✓ <input type="checkbox"/>
Property designation		
Name of owner	✓ <input type="checkbox"/>	✓ <input type="checkbox"/>
Location (including township, county and state)	✓ <input type="checkbox"/>	✓ <input type="checkbox"/>
Date or dates survey was conducted and plat prepared	✓ <input type="checkbox"/>	✓ <input type="checkbox"/>
A scale of drawing in feet per inch listed in words or figures	✓ <input type="checkbox"/>	✓ <input type="checkbox"/>
A bar graph	✓ <input type="checkbox"/>	✓ <input type="checkbox"/>
Name, address, registration number and seal of the Registered Land Surveyor	✓ <input type="checkbox"/>	✓ <input type="checkbox"/>
The name of the subdivider	✓ <input type="checkbox"/>	✓ <input type="checkbox"/>
A sketch vicinity map showing the relationship between the proposed subdivision and surrounding area	✓ <input type="checkbox"/>	✓ <input type="checkbox"/>
Corporate limits, township boundaries, county lines if on the subdivision tract	✓ <input type="checkbox"/>	✓ <input type="checkbox"/>
The names, addresses and telephone numbers of all owners, mortgagees, registered land surveyors, land planners, architects, and professional engineers responsible for the subdivision	✓ <input type="checkbox"/>	✓ <input type="checkbox"/>
The registration numbers and seals of the professional engineers	✓ <input type="checkbox"/>	✓ <input type="checkbox"/>
Date of plat preparation	✓ <input type="checkbox"/>	✓ <input type="checkbox"/>
North arrow and orientation	✓ <input type="checkbox"/>	✓ <input type="checkbox"/>
The boundaries of the tract or portion thereof to be subdivided, distinctly and accurately represented with all bearings and distances shown	✓ <input type="checkbox"/>	✓ <input type="checkbox"/>
The exact boundary lines of the tract to be subdivided, fully dimensioned by lengths and bearings, and the location of existing boundary lines of adjoining lands	✓ <input type="checkbox"/>	✓ <input type="checkbox"/>
The names of owners of adjoining properties	✓ <input type="checkbox"/>	✓ <input type="checkbox"/>
The names of any adjoining subdivisions of record or proposed and under review	✓ <input type="checkbox"/>	✓ <input type="checkbox"/>
Minimum building setback lines	✓ <input type="checkbox"/>	✓ <input type="checkbox"/>
The zoning classifications of the tract to be subdivided and adjoining properties	✓ <input type="checkbox"/>	✓ <input type="checkbox"/>
Existing property lines on the tract to be subdivided and on adjoining properties	✓ <input type="checkbox"/>	✓ <input type="checkbox"/>
Existing buildings or other structures, water courses, railroads, bridges, culverts, storm drains, both on the land to be subdivided and land immediately adjoining	✓ <input type="checkbox"/>	✓ <input type="checkbox"/>
Proposed lot lines, lot and block numbers, and approximate dimensions	✓ <input type="checkbox"/>	✓ <input type="checkbox"/>
The lots numbered consecutively throughout the subdivision	✓ <input type="checkbox"/>	✓ <input type="checkbox"/>
Wooded areas, marshes, swamps, rock outcrops, ponds or lakes, or streambeds and any streams other natural features affecting the site	✓ <input type="checkbox"/>	✓ <input type="checkbox"/>
The exact location of the flood hazard, floodway and floodway fringe areas from the community's FHBM or other FEMA maps	✓ <input type="checkbox"/>	✓ <input type="checkbox"/>

Part 9 Chapter 3	Article 3 Procedure for Review and Approval of Subdivision Plats	Subdivision Regulations
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Plats		
Information	Preliminary	Final
The following data concerning streets:	✓ <input type="checkbox"/>	✓ <input type="checkbox"/>
Proposed streets	✓ <input type="checkbox"/>	✓ <input type="checkbox"/>
Existing and plated streets on adjoining properties and in the proposed subdivision	✓ <input type="checkbox"/>	✓ <input type="checkbox"/>
Rights-of-way, locations and dimensions	✓ <input type="checkbox"/>	✓ <input type="checkbox"/>
Payment widths	✓ <input type="checkbox"/>	✓ 1
Approximate grades	✓ <input type="checkbox"/>	✓ 1
Design engineering data for all corners and curves	✓ <input type="checkbox"/>	✓ <input type="checkbox"/>
Typical street cross sections	✓ <input type="checkbox"/>	✓ <input type="checkbox"/>
Street names	✓ <input type="checkbox"/>	✓ <input type="checkbox"/>
Type of street dedication; all streets must be designated either "public" or "private". Where public streets are involved which will not be dedicated to a municipality, the subdivider must submit the following documents to the N. C. Department of Transportation District Highway Office for review: a complete site layout, including any future expansion anticipated; horizontal alignment indicating general curve data on site layout plan; vertical alignment indicated by percent grade, PI station and vertical curve length on site plan layout; (the District Engineer may require the plotting of the ground profile and grade line for roads where special conditions or problems exist);	✓ <input type="checkbox"/>	✓ <input type="checkbox"/>
1-Required on preliminary and final plats for major subdivisions and required only on a final plats for minor subdivisions.		
Typical section indicating the pavement design and width and the slopes, widths and details for either the curb and gutter or the shoulder and ditch proposed; drainage facilities and drainage areas.		
Where streets are dedicated to the public, but not accepted into a municipal or the state system before lots are sold, a statement explaining the status of the street.		✓ <input type="checkbox"/>
If any street is proposed to intersect with a state maintained road, the subdivider shall apply for driveway approval as required by the North Carolina Department of Transportation, Division of Highways' Manual on Driveway Ordinance		
Evidence that the subdivider has obtained such approval	✓ <input type="checkbox"/>	✓ <input type="checkbox"/>
The location and dimensions of all:		
Utility and other easements	✓ <input type="checkbox"/>	✓ <input type="checkbox"/>
Riding trails	✓ <input type="checkbox"/>	✓ <input type="checkbox"/>
Natural buffers	✓ <input type="checkbox"/>	✓ <input type="checkbox"/>
Pedestrian or bicycle paths	✓ <input type="checkbox"/>	✓ <input type="checkbox"/>
Parks and recreation areas with specific type indicated	✓ <input type="checkbox"/>	✓ <input type="checkbox"/>
School sites	✓ <input type="checkbox"/>	✓ <input type="checkbox"/>
Areas to be dedicated to or reserved for public use	✓ <input type="checkbox"/>	✓ <input type="checkbox"/>
Areas to be used for purposes other than residential with the purpose of each stated	✓ <input type="checkbox"/>	✓ <input type="checkbox"/>
Plats		

<h1 style="margin: 0;">Part 9</h1> <p style="margin: 0;">Chapter 3</p>	<h2 style="margin: 0;">Article 3</h2> <h3 style="margin: 0;">Procedure for Review and Approval of Subdivision Plats</h3>	<h2 style="margin: 0;">Subdivision Regulations</h2>
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Information	Preliminary	Final
The future ownership (dedication or reservation for public use to governmental body, for owners to duly constituted homeowners' association, or for tenants remaining in subdivider's ownership) of recreation and open space lands	✓ <input type="checkbox"/>	✓ <input type="checkbox"/>
The plans for utility layouts including:		
Public or Community Sewage System (if any)	✓ <input type="checkbox"/>	✓ <input checked="" type="checkbox"/>
Storm sewers	✓ <input type="checkbox"/>	✓ <input checked="" type="checkbox"/>
Other drainage facilities, (if any)	✓ <input type="checkbox"/>	✓ <input checked="" type="checkbox"/>
Public water system (if any)	✓ <input type="checkbox"/>	✓ <input checked="" type="checkbox"/>
Natural gas lines	✓ <input type="checkbox"/>	✓ <input checked="" type="checkbox"/>
Telephone lines	✓ <input type="checkbox"/>	✓ <input checked="" type="checkbox"/>
Electric lines	✓ <input type="checkbox"/>	✓ <input checked="" type="checkbox"/>
Illustrating connections to existing systems, showing line sizes, the location of fire hydrants, blow offs, manholes, force mains and gate valves.		
Plans for individual water supply and septic tank systems, if any.	✓ <input type="checkbox"/>	✓ <input type="checkbox"/>
Profiles based upon Mean Sea Level datum for sanitary sewers and storm sewers	✓ <input type="checkbox"/>	
Site calculations including: -Acreage in total tract to be subdivided.	✓ <input type="checkbox"/>	
Acreage in parks and recreation areas and other nonresidential uses.	✓ <input type="checkbox"/>	
1-Required on preliminary and final plats for major subdivisions and required only on a final plats for minor subdivisions.		
Total number of parcels in created	✓ <input type="checkbox"/>	
Acreage the smallest lot in the subdivision	✓ <input type="checkbox"/>	
Linear feet in streets	✓ <input type="checkbox"/>	
The name and location of any property or buildings within the proposed subdivision or within any contiguous property that is located on the U.S. Department of Interior's National Register of Historic Places-	✓ <input type="checkbox"/>	✓ <input type="checkbox"/>
Sufficient engineering data to determine readily and reproduce on the ground every straight or curved line, street line, lot line, right-of-way line, easement line, and setback line, including dimensions, bearings, or deflection angles, radii, central angles, and tangent distance for the center line of curved property lines that are not the boundary line of curved streets. All dimensions shall be measured to the nearest one-tenth of a foot and all angles to the nearest minute.		✓ <input type="checkbox"/>
The accurate locations and descriptions of all monuments, markers and control points.		✓ <input type="checkbox"/>
A copy of any proposed deed restrictions or similar covenants. Such restrictions are mandatory when private recreation areas are established.	✓ <input type="checkbox"/>	✓ <input type="checkbox"/>
A copy of the erosion control plan submitted to the appropriate authority, and a copy of the letter of approval of the erosion control plan by the appropriate authority.	✓ <input type="checkbox"/>	✓ <input type="checkbox"/>
Topographic map with contour intervals of five feet	✓ <input type="checkbox"/>	✓ <input type="checkbox"/>
All certifications required in § 9-3031	✓ <input type="checkbox"/>	✓ <input type="checkbox"/>

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**PLANNING BOARD
MEETING MINUTES
MONDAY, SEPTEMBER 21st, 2020
ERWIN, NORTH CAROLINA**

The Town of Erwin Planning Board, held its regular meeting in the Town Hall at 100 West F St. Erwin, NC on Monday, September 21st at 7:00 PM.

Board members present were: Chairperson Nancy Jackson, Alan West, Ronald Beasley, Judy Price, Out of Town Member Michael Shean

Board Members absent were: In Town Member Elizabeth Pate, and Pat Cameron In Town Alternates Christa Reid Out of Town Member Norman Avery and Out of Town Member Roger Brown

Town Manager Snow Bowden were present

Chairperson Nancy Jackson gave the invocation.

Chairperson Nancy Jackson led the Pledge of Allegiance.

CONSENT ITEMS

Board Member Alan West made a motion to approve the minutes of February 17th, 2020 and was seconded by Board Member Ronald Beasley. **Motion Unanimously Approved.**

OLD BUSINESS

UPDATES

Town Manager Snow Bowden informed the Board about some upcoming updates to our ordinance. He stated that he was planning on distributing a packet to all of the members of the Planning Board with the proposed updates to our ordinance to be in compliance with the new NC General Statue 160D. The proposed updates also include the requested updates to our B-2 Zoning District (Highway Business) that was discussed earlier this year before the COVID-19 pandemic started. My goal is to have these presented to you in October and then hopefully discuss the changes at our November meeting. Then I would like to have a joint workshop between the Planning Board and Town Board sometime in early 2021. These proposed changes have been reviewed by our Town Attorney Tim Morris. The proposed changes will need to be approved after a public hearing sometime in 2021.

NEW BUSINESS

CONDITIONAL USE PERMIT 2020-02

Town Manager Snow Bowden informed the members of the Planning Board that the Town has received a conditional use permit application to place a cell tower on a parcel off of Red Hill Church Road. The parcel does not have an address but it is located on a parcel near the Rail Trail. Just to clarify a few things and not confuse anyone CU-2020-01 has been removed from the agenda. The applicant does not want to proceed with moving forward in this process. He submitted his application before the COVID-19 pandemic started. The Town has refunded his money.

Town Manager Snow Bowden instructed the members to turn to page 20 in their packets to see the proposed location of the tower. It will be a 200 foot tower. It is in between Erwin Access Road and US HWY 421. It is right next to a solar farm and the Dunn-Erwin Rail Trail. The proposed location is on land that is undeveloped and next to a flood pond.

Planning Board member Alan West asked where the access road would be for the tower.

Town Manager Snow Bowden informed the board to turn to page 17 you can see where the access road would be. It is the area that has the green dotted line. One of the conditions that should be included in this request would be to obtain an NCDOT drive way permit.

Chairperson Nancy Jackson stated that area has some issues with flooding.

Town Manager Snow Bowden stated that she was correct with that statement. That area in particular receives complaints with water near the Dunn-Erwin Rail Trail. He stated that he believed that this area is not the most ideal area for any development. It is located right outside of Town Limits.

Planning Board member Ronald Beasley asked what company would be located on the tower.

Applicant Paul Parker informed him that it would be for AT&T.

Town Manager Snow Bowden informed the board that we were still working on trying to get better service with Verizon Wireless.

There was some discussion amongst the board about the proposed design of the tower.

Town Manager Snow Bowden directed the board to turn to page 10 in their packets to go through the findings of facts if there were not any other questions. Once we go through the findings of facts please turn to the update memo that was placed next to your name tags.

The Board moved forward with the Findings of Facts

1. Board Member Ronald Beasley made a motion that **Yes**, the use requested is listed among the conditional uses in the district for which application is made and was seconded by Board Member Alan West. **Motion Unanimously Approved.**
2. Board Member Alan West made a motion that **Yes**, the requested use is essential or desirable to the public convenience or welfare and was seconded by Board Member Ronald Beasley. **Motion Unanimously Approved.**
3. Board Member Michael Shean made a motion that **Yes**, 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 and was seconded by Board Member Ronald Beasley. **Motion Unanimously Approved.**
4. Board Member Judy Price made a motion that **Yes**, the requested use will be in conformity with the Land Development Plan and was seconded by Board Member Ronald Beasley. **Motion Unanimously Approved.**
5. Board Member Ronald Beasley made a motion that **Yes**, there is adequate utilities, access roads, and drainage, sanitation and/or other necessary facilities have been or are being provided and was seconded by Board Member Judy Price **Motion Unanimously Approved.**
6. Board Member Alan West made a motion that **Yes**, adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets and was seconded by Board Member Ronald Beasley. **Motion Unanimously Approved.**
7. Board Member Michael Shean made a motion that **Yes**, 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 and was seconded by Board Member Ronald Beasley. **Motion Unanimously Approved.**

Board Member Ronald Beasley made a motion that the proposed conditional use application meets all the Findings of Fact in the Affirmative and was seconded by Board Member Alan West **Motion Unanimously Approved.**

Board Member Alan West made a motion that the proposed amendment is consistent with those documents that constitute the officially adopted land development plan and other applicable plans and was seconded by Board Member Ronald Beasley. **Motion Unanimously Approved.**

Board Member Ronald Beasley made a motion to recommend Approval CU-2020-02 to place a cell tower on a parcel off of Red Hill Church Road with corresponding Harnett County Tax PIN #1507-15-5729.000 and was seconded by Board Member Alan West. **Motion Unanimously Approved.**

MAJOR SUBDIVISION OFF OF PORTER DRIVE

Town Manager Snow Bowden informed the board that the Town has received a proposed major subdivision. This is something that the Town has not gone through in a while. If you turn to page 25 in your packet you can see the checklist for a subdivision. I have looked at this plat and I believe they have included everything that they need to include. Town Staff has been on site and we do not believe there would be any issues with this proposed subdivision. The plat shows where the driveways would be and where the water and sewer taps for each lot would be located. The plat shows where the house block is on each of the seven lots. All lots meet the zoning requirements for the district. I did include a picture of what the houses would look like. As a reminder we cannot regulate the design of single-family dwellings in North Carolina. I just need a recommendation from the Planning Board to send to the Town Board.

Planning Board member Ronald Beasley asked the applicant Casey Kerley if there would be a fence on each lot and the applicant stated that was the plan.

Planning Board member Alan West asked if they would be taking out most of the trees on the lot. The applicant Casey Kerley stated that unfortunately they would have to take out most of the trees for the driveways. He indicated that there were not that many trees on this lot most of it was underbrush near the road.

Applicant Casey Kerley stated that he was currently working with Mike Lawyer to develop a soil and erosion plan. We will not build more than two or three at a time. We are currently building two homes off of East H Street that have been tentatively sold. Once the sales are official and we get approval on this subdivision we plan to start building. The houses have a mill design and fit in well with Erwin. We might make some minor alterations to the design of each home to make them unique. But for the most part they will look the same and have a mill style design.

There was some general discussion amongst the members of the Planning Board about how the homes that he has built so far and the proposed design of the new homes fit in well in Erwin. There were numerous comments about how it looks just like a mill home.

Planning Board member Michael Shean asked how many square feet the homes would be?

Applicant Casey Kerley stated that we had two designs we were working with. Some homes would be 1,270 square feet and some would be 1,360 square feet.

The homes would be listed around \$168,000. Every home we have built has been sold long before we finished the house. Mr. Kerley stated that it has been challenging with the demand for new homes in the area.

Planning Board member Ronald Beasley made a motion to recommend the proposed major subdivision be approved by the Town Board that was seconded by Alan West.
Motion Unanimously Approved.

PROPOSED TEXT AMENDMENT

Town Manager Snow Bowden informed the board of a proposed text amendment to our ordinance. This proposed text amendment was prepared by Town Staff. It was created after reviewing our subdivision ordinance after receiving a proposed major subdivision plat. The Town has not received a major subdivision request since we update our ordinance a few years ago. The proposed language states that the water and sewer lines must be dedicated to Harnett County Regional Water instead of the Town of Erwin since we sold our water and sewer system to Harnett County.

After some discussion amongst the board Alan West made a motion to approve the proposed text amendment that was seconded by Michael Shean. **Motion Unanimously Approved.**

ADJOURNMENT

Board Member Ronald Beasley made a motion to adjourn the meeting at 7:18pm and was seconded by Board Member Alan West. **Motion Unanimously Approved.**

BOARD OF ADJUSTMENTS MEETING MINUTES MONDAY, SEPTEMBER 21st, 2020 ERWIN, NORTH CAROLINA

CALL TO ORDER

Board Member Alan West made a motion to open as the Board of Adjustments and was seconded by Judy Price. **Motion Unanimously Approved.**

CONSENT ITEMS

Board Member Ronald Beasley made a motion to approve the minutes of July 27th, 2020 and was seconded by Board Member Alan West. **Motion Unanimously Approved.**

ADJOURNMENT

Board Member Alan West made a motion to adjourn the meeting at 7:20pm and was seconded by Board Member Ronald Beasley. **Motion Unanimously Approved.**

**MINUTES RECORDED AND TYPED BY
SNOW BOWDEN TOWN MANAGER**

ATTEST

Nancy S. Jackson
Chairperson

Snow Bowden
Town Manager





NEW BUSINESS

Erwin Board of Commissioners

REQUEST FOR CONSIDERATION

To: The Honorable Mayor and Board of Commissioners
From: Snow Bowden, Town Manager
Date: October 1, 2020
Subject: Proposed Text Amendment to Code of Ordinance

The Town of Erwin has received a map with a proposed major subdivision. In our current ordinance there is a line about dedicating water and sewer lines to the Town of Erwin. The Town of Erwin sold its sewer and water system to Harnett County and this language needs to be updated.

The Planning Board recommended this text amendment for approval.

Attachments:

- Proposed Text Amendment

Proposed Text Amendment

Certificate of Ownership and Dedication

I hereby certify that I am the owner of the property shown and described hereon, which is located in the subdivision jurisdiction of the Town of Erwin and that I hereby adopt this plan of subdivision with my free consent, establish minimum building setback lines and dedicate all streets, alleys, walks, parks, and other sites and easements to public or private use as noted. Furthermore, I hereby dedicate all sanitary sewer, storm sewer and water lines to the Town of Erwin.

Date	Owners
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Certificate of Ownership and Dedication

I hereby certify that I am the owner of the property shown and described hereon, which is located in the subdivision jurisdiction of the Town of Erwin and that I hereby adopt this plan of subdivision with my free consent, establish minimum building setback lines and dedicate all streets, alleys, walks, parks, and other sites and easements to public or private use as noted. Furthermore, I hereby dedicate all ~~sanitary sewer~~, storm sewer ~~and water~~ lines to the Town of Erwin. I hereby dedicate all sanitary sewer and water line to Harnett County Regional Water.

Date	Owners
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