

**THE ERWIN BOARD OF COMMISSIONERS  
JULY 2021 SPECIAL CALLED MEETING  
THURSDAY, JULY 1, 2021 @ 7:00 P.M.  
ERWIN MUNICIPAL BUILDING BOARD ROOM**

**AGENDA**

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

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

  - A. Minutes of Regular Meeting on June 3, 2021 (**Page 2**)
  - B. Financial Report for May 2021 (**Page 11**)
  - C. Alternate Planning Board Member Rebecca Kelly Application (**Page 13**)
4. **PUBLIC COMMENT**

*Each speaker is asked to limit comments to 3 minutes, and the requested total comment period will be 15 minutes or less. Citizens should sign up prior to the start of the meeting. Please provide the clerk with copies of any handouts you have for the Board. Although the Board is interested in hearing your concerns, speakers should not expect Board action or deliberation on the subject matter brought up during the Public Comment segment. Thank you for your consideration of the Town Board, staff, and other speakers. §160A-81.1*
5. **PUBLIC HEARING**
  - A. ZT-2021-005 (**Page 14**)
  - B. NCGS 160D Updates (**Page 50**)
  - C. LED Sign Proposed Text Amendment (**Page 52**)
  - D. Proposed 4-Way Stop Sign (**Page 58**)
6. **CLOSED SESSION**
  - A. Pursuant to General Statute 143-318.11(a) (6) for the Purpose of Discussing Personnel
8. **MANAGER'S REPORT**
9. **ATTORNEY'S REPORT**
10. **GOVERNING BODY COMMENTS**
11. **ADJOURNMENT**

**ERWIN BOARD OF COMMISSIONERS**

**REGULAR MINUTES**

**JUNE 3, 2021**

**ERWIN, NORTH CAROLINA**

The Board of Commissioners for the Town of Erwin with Mayor Patsy Carson presiding held its Regular Meeting in the Erwin Community Building on Thursday, June 3, 2021, at 7:00 P.M. in Erwin, North Carolina.

Board Members present were: Mayor Patsy Carson, Mayor Pro Tem Randy Baker and Commissioners William Turnage, Alvester McKoy, and Melinda Alvarado.

Board Members present were: Commissioner Ricky Blackmon

Town Manager Snow Bowden, Town Clerk Lauren Evans, Finance Director Linda Williams, Town Attorney Tim Morris, Town Engineer Bill Dreitzler, and Police Chief Jonathan Johnson were present.

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

Commissioner Baker gave the invocation.

Finance Director Linda Williams led the Pledge of Allegiance.

Mayor Patsy Carson informed the Board and staff that Mr. Norman Dunn, owner of West and Dunn Funeral Home, was killed in an accident in Newton Grove. She asked that we keep the family and staff in our prayers.

**AGENDA ADJUSTMENT/APPROVAL OF AGENDA**

Town Manager Snow Bowden requested to add the Proposed Schabert Crossing Preliminary Subdivision under New Business as Item 6B.

## **MINUTES CONTINUED FROM JUNE 3, 2021**

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

## **CONSENT**

Commissioner Baker made a motion to approve **(ITEM A)** Minutes of Budget Retreat on March 25, 2021 **(ITEM B)** Minutes of Workshop Meeting on April 26, 2021 **(ITEM C)** Minutes of Regular Meeting on May 6, 2021 **(ITEM D)** Financial Report for April 2021 **(ITEM E)** Engineering Retainer Agreement Extension 2021-2022 Fiscal Year **(ITEM F)** Harnett County Computer Support Services Agreement **(ITEM G)** Planning Board Member Joshua Schmieding Application and was seconded by Commissioner Turnage. **The Board voted unanimously.**

## **SPECIAL PRESENTATION**

Town Manager Snow Bowden informed the Board that our Auditor, Bryon Scott, was at the meeting to present our Audit Presentation. We did go over on one Department, Sanitation in Public Works, our tipping fees were about \$12,000 higher than they normally are. He stated he is working on a policy for a cleaner way of getting the expenditure approved by the Board for the Priebe Fund.

Bryan Scott, CPA from Thompson, Price, Scott, Adams, & Co., P.A., came forward and presented the Audit Presentation to the Board with page by page explanation. He thanked the Board for allowing his company to work on the Town's audit. He also thanked Town Manager Snow Bowden and Finance Director Linda Williams for all the work they did and the cooperation they provided to help complete the audit process. He stated the Town is in very good financial condition. There were no bad reports and everything seems to be going well.

Commissioner Baker made a motion to accept the audit as presented and was seconded by Commissioner Thurman. **The Board voted unanimously.**

## MINUTES CONTINUED FROM JUNE 3, 2021

### PUBLIC HEARING

**ZT-2021-004**

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

Town Manager Snow Bowden informed the Board that the Town received a rezoning request for a lot that does not have an address on the corner of Porter Drive and Maynard Lake Road. It is in our Planning Zone. It is currently zoned R-15 and the request is to rezone to R-6. The Planning Board did approve the Statement of Consistency. He stated his understanding is that if this request is approved, the applicant wants to come back and request a Special Use Permit to place a Class A Manufactured Home on the property and he does not want to subdivide it. It cannot be subdivided due to there being wetlands that cannot be disturbed. The applicant's agent was present at the meeting.

Mayor Patsy Carson asked if anyone would like to come forward and speak in favor of the request.

The applicant's agent, Earl Gurganus, came forward and was sworn in by Town Clerk Lauren Evans.

Mr. Gurganus addressed the Board stating that his client, Richard Lovett, is highly interested in this property and wants to put a home there. He offered to answer any questions the Board may have.

Commissioner Whitman asked if how Mr. Lovett plans to access the property.

Mr. Gurganus stated that it will be most accessible through Maynard Lake Road.

Mayor Patsy Carson asked if anyone would like to come forward and speak against the request.

No one came forward.

## **MINUTES CONTINUED FROM JUNE 3, 2021**

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

Commissioner Baker stated that looking at the request, R-6 zoning is on two sides of the property. Also looking at the layout of the land, the wetlands greatly reduce the probability to have a larger residence. When looking at the evaluation of staff and the Planning Board, he sees no reason why the request should not be approved.

Commissioner Alvarado stated since we have a new school opening and will not be using Gentry, that makes a big difference and she sees no problem with this request.

Commissioner Baker made a motion to approve the Statement of Consistency for ZT-2021-004 and was seconded by Commissioner Whitman. **The Board voted unanimously.**

Commissioner Baker made a motion to approve the Ordinance for Map Amendment Case #ZT-2021-004 Amendment to the Official Zoning Map to Rezone from R-15 to R-6 per Zoning Ordinance Article XXIII for Harnett County PIN 0597-97-0748.000 and was seconded by Commissioner Turnage. **The Board voted unanimously.**

## **PROPOSED FISCAL YEAR BUDGET 2021-2022**

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

Town Manager Snow Bowden stated that the Proposed Fiscal Year 2021-2022 Budget was presented last week, it was posted on the website, and has been available for public inspection at Town Hall. The Budget does include a 2% COLA for all employees. Last year we made a lot of cuts due to COVID but this budget does have the funding back to the level it was before COVID. The sales tax was higher than expected and our property tax was collected at 98%. Our health insurance rate went up about 5%. The retirement rate did go up to 11.35 for regular employees and 12.1 for Police and he thinks it will go up again next year. The budget also includes the rates for GFL Waste Industries contracted services, the rates are lower this year and will save residents money. He increased a few items on the fee schedule; Police Reports from two dollars to five

## **MINUTES CONTINUED FROM JUNE 3, 2021**

dollars and Solid Waste from nine dollars to ten dollars mainly to help with our tipping fees which have gone over about ten thousand dollars over for the last two years. He updated the fee schedule to include the charges for renting the ballpark, discussed by Doug at the Budget Retreat in March. He proposed increasing the rezoning request from three hundred dollars to four hundred dollars which helps to cover advertisement in the Daily Record, putting signs out, and sending letters in the mail, and increasing the Community Building rates to two hundred dollars for residents and two hundred and fifty dollars for non-residents. The budget does call for a hundred dollar transfer from our fund balance to cover the purchase and upfit of three Police Vehicles for the Police Department. He stated after doing some research, the American Rescue Plan can be used to purchase HVAC units for Town Hall. He requested one change, a twenty thousand dollar expenditure to be taken out of Non-department and maybe try to get the laptops that the Police Department needs. He had originally estimated eighty-four thousand one hundred and fifteen dollars for liability insurance but he spoke with the insurance and it is ten thousand dollars higher than expected. Workers Comp is fifty-one thousand four hundred and fifty-nine dollars, Property Liability is thirty-three thousand and nine hundred, Cyber Insurance which will cover up to a million dollars and costs two thousand six hundred and sixty dollars. Next year is a tax revaluation and we will possibly have more money then so we can start reaching out to USDA for funding for the Depot.

Commissioner Turnage stated his glad we are going in the right direction financially.

Commissioner Baker inquired if the increase in Solid Waste includes mattresses and furniture.

Town Manager Snow Bowden confirmed. He stated due to two Commissioners not being present, he recommends waiting until our June Workshop on the fourth Monday of the month.

Mayor Patsy Carson asked if anyone would like to come forward and speak in favor of the budget being presented.

No one came forward.

Mayor Patsy Carson asked if anyone would like to come forward and speak against the budget being presented.

## **MINUTES CONTINUED FROM JUNE 3, 2021**

No one came forward.

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

Commissioner Baker made a motion to table the consideration of the budget until our June 28<sup>th</sup> meeting at 6 PM to be conducted at the Commissioner's Chambers at the Town Hall Building and was seconded by Commissioner Alvarado. **The Board voted unanimously.**

## **NEW BUSINESS**

### **REQUEST FOR TOWN BOARD MEETING IN JULY**

Town Manager Snow Bowden stated Town Staff would like to request a meeting on July 1<sup>st</sup> at either 6 or 7 PM to discuss the updates to 160D. The Planning Board wants to have a very in-depth conversation at our Planning Board Meeting and be educated more on what they are doing and why. We just need a date and time so we can advertise.

Commissioner Baker made a motion to conduct a meeting on July 1<sup>st</sup> at 7 PM in the Commissioner's Chambers at the Town Hall Building and was seconded by Commissioner Alvarado. **The Board voted unanimously.**

### **PROPOSED SCHABERT CROSSING PRELIMINARY SUBDIVISION**

Town Manager Snow Bowden informed the Board that the Town received a request for a preliminary subdivision in our ETJ. It calls for a 36 lot subdivision and is a very well-put-together plan. It will be serviced by Harnett Regional Water and have septic tanks because there are no sewer lines that run down that highway. Mr. Brown was present at the meeting to answer any questions. The Planning Board did recommend the preliminary subdivision for approval. He will have to put the infrastructure in the ground and come back for approval.

Commissioner Baker verified with Town Manager Snow Bowden that everything has been submitted in compliance with our regulatory documents for a preliminary.

## **MINUTES CONTINUED FROM JUNE 3, 2021**

Town Manager Snow Bowden stated that everything is in compliance. One thing is that our Ordinance does not require for the sewer to be extended due to it not being within a certain amount of feet. Harnett Regional Water has some issues and he was supposed to have a meeting and he has not had the ability to schedule a meeting with their staff but as he can tell, everything is in line with our regulations and well put together.

Commissioner Baker made a motion to approve the preliminary subdivision plat as submitted to us from within our ETJ limits on highway 52 and was seconded by Commissioner Alvarado. **The Board voted unanimously.**

## **CLOSED SESSION**

Commissioner Baker made a motion to go into Closed Session in Pursuant to General Statute 143-318.11 (a) (6) for the Purpose of Discussing Personnel at 7:35 P.M. and was seconded by Commissioner Turnage. **The Board voted unanimously.**

## **RECONVENED**

Commissioner Baker made a motion to go back in regular session at 7:37 P.M. and was seconded by Commissioner Alvarado. **The Board voted unanimously.**

## **MANAGER'S REPORT**

Town Manager Snow Bowden informed the Board that the next meeting will be back in the Board room at Town Hall. He stated if they have any other changes they would like to see in the budget, other than what was discussed so far, to please let him know. Field of Glory will be on June 14<sup>th</sup> at 7 PM. He will send out an email to Laura Patterson at the Daily Record to inform that the Town of Erwin is back to regular procedure post-COVID.

Mayor Carson informed the Board of the details of the Field of Glory ceremony.



## **MINUTES CONTINUED FROM JUNE 3, 2021**

### **ATTORNEY'S REPORT**

Town Attorney Tim Morris thanked the Board for allowing him to be the Town Attorney. He also reminded the Board that he would like to honor the resident he mentioned in last month's meeting that was inducted into the Water Skiing Hall of Fame.

Town Manager Snow Bowden stated we can do a proclamation if Town Attorney Tim Morris has got her information.

### **GOVERNING BOARD COMMENTS**

Commissioner Alvarado asked if something can be said to the Chamber Administrator about the spelling and grammar errors on the posts on the Chamber Facebook Page. It is a really bad reflection on the Town.

Town Manager Snow Bowden informed the Board that there was a complaint about the flags being backward on one side but we got it fixed.

Commissioner Whitman inquired about what was going on with the Tubby's Building.

Town Manager Snow Bowden stated they got the roof fixed and they are trying to sell it.

Commissioner Baker expressed his appreciation to Chief Johnson and his staff for everything they have done on the road close to his house to help eliminate speeding. He stated the Remembrance Ceremony was not the biggest event but everyone that was there was so humbled and appreciative of the Town for doing that. He thanked Town Manager Snow Bowden and Town Clerk Lauren Evans for all they did. He stated that some people even came back that night after dark and saw the bags lit up. The preacher from the Methodist Church did an awesome job. People were really touched by it.

Commissioner Turnage thank Town Manager Snow Bowden for the great job he did on the budget.

Mayor Carson would like to have a sunflower field planted at the entrance of Erwin coming from 421.

Town Manager Snow Bowden stated the staff is working on it.

**MINUTES CONTINUED FROM JUNE 3, 2021**

**PUBLIC COMMENT**

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

**ADJOURNMENT**

Commissioner Turnage made a motion to adjourn at 7:52 P.M. and was seconded by Commissioner Baker. **The Board voted unanimously.**

**MINUTES RECORDED AND TYPED BY**

**LAUREN EVANS TOWN CLERK**

**ATTEST:**

---

**Randy Baker**

**Mayor Pro Tem**

---

**Lauren Evans**

**Town Clerk**

TOWN OF ERWIN  
FINANCIAL SUMMARY REPORT  
FOR MONTH OF May 2021



13217 ACORN PRINT

	ANNUAL		May 21		ACTUAL		Y-T-D %	
	BUDGET	ACTIVITY	TO DATE	COLLECTED	ACTIVITY	TO DATE	ACTIVITY	SPENT
<b>Revenues</b>								
CURRENT YEAR LEVY OF PROPERTY TAXES	1,081,354.00	9,493.00	1,151,513.00	105.51%				
CURRENT YEAR MOTOR VEHICLE TAXES	174,370.00	16,014.00	168,185.00	96.45%				
PRIOR YEAR TAXES / Penalties & Interest	10,000.00	895.00	28,654.00	286.54%				
UTILITIES FRANCHISE TAXES	186,000.00	877.00	136,821.00	69.10%				
ENTRY FEES	18,000.00	45.00	11,235.00	62.42%				
SALES & USE TAX	585,000.00	52,944.00	711,185.00	121.57%				
ZONING PERMITS/APPLICATIONS	5,000.00	2,435.00	14,960.00	299.60%				
REFUSE COLLECTIONS FEES	403,698.00	35,862.00	410,318.00	101.84%				
STORM WATER COLLECTION	69,930.00	4,904.00	55,755.00	79.73%				
ALL OTHER REVENUES	751,393.00	32,947.00	780,340.00	103.85%				
	<b>3,306,716.00</b>	<b>157,436.00</b>	<b>3,468,966.00</b>	<b>104.91%</b>				
<b>Expenditures</b>								
GOVERNING BODY	34,272.00	1,985.00	21,140.00	61.68%				
ADMINISTRATION	305,434.00	22,173.00	245,205.00	80.28%				
NON-DEPARTMENTAL	284,249.00	10,903.00	248,550.00	87.44%				
PLANNING & INSPECTIONS	109,072.00	1,529.00	33,015.00	30.27%				
POWELL BILL-STREETS	182,000.00	1,000.00	161,535.00	88.76%				
POLICE	826,369.00	56,692.00	743,076.00	89.92%				
POLICE-SRO	116,840.00	4,815.00	70,636.00	60.46%				
CONTRACT SERVICES-FIRE	235,767.00	4,816.00	248,323.00	105.33%				
PUBLIC WORKS-ADMIN.	102,552.00	8,105.00	93,711.00	91.38%				
PUBLIC WORKS-STREETS	375,411.00	18,856.00	225,641.00	60.11%				
PUBLIC WORKS-SANITATION	323,790.00	48,837.00	315,781.00	97.53%				
PUBLIC WORKS-STORM WATER	15,000.00	765.00	12,280.00	81.87%				
RECREATION	322,304.00	30,837.00	256,679.00	79.64%				
LIBRARY	67,155.00	5,574.00	57,612.00	85.79%				
COMMUNITY CENTER	6,500.00	204.00	11,519.00	177.22%				
	<b>3,306,716.00</b>	<b>217,091.00</b>	<b>2,744,703.00</b>	<b>83.00%</b>				
<b>Y-T-D GENERAL FUND BALANCE INCREASE (DECREASE)</b>		<b>(69,665.00)</b>	<b>724,263.00</b>					

BALANCES AS OF May, 2021	
CASH MANAGEMENT	1,626,858.89
BB&T CASH IN BANK	483,001.66
FIRST FEDERAL BUSINESS MONEY MARKET	136,502.01
FIRST FEDERAL MONEY MARKET	856,431.78
<b>Y-T-D INVESTMENT BALANCE IN GENERAL FUND ACCOUNTS</b>	<b>3,302,792.36</b>
BB&T STATE FORTUITURE	4,142.58
BB & T CAPITAL RESERVE/COMM. ENHANCEMENT	186,845.50
FIRST FEDERAL CAP. RESERVE/GENERAL	2,348,463.62
BB&T HEALTH RESERVE HRA ACCT.	17,894.04
PRIEBE FIELD ACCT.	10,428.83
AL WOODDALL PARK IMPROVEMENTS	348,985.55
<b>Y-T-D INVESTMENT BALANCE RESTRICTED FUNDS</b>	<b>2,916,550.12</b>
<b>CUMULATIVE BALANCE FOR TOWN OF ERWIN</b>	<b>6,219,342.48</b>

POWELL BILL BALANCE  
**\$298,392.57**

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



FORM 7-2020, P. 04E

	YTD		DIFFERENCE	YTD		DIFFERENCE
	May 2021	May 2020		May 2021	May 2020	
<b>Revenues</b>						
CURRENT YEAR LEVY OF PROPERTY TAXES	1,151,613.00	1,120,041.00	22,472.00			
CURRENT YEAR MOTOR VEHICLE TAXES	168,185.00	137,422.00	30,763.00			
PRIOR YEAR TAXES / Penalties & Interest	28,654.00	32,118.00	(3,464.00)			
UTILITIES FRANCHISE TAXES	136,821.00	147,126.00	(10,305.00)			
ENTRY FEES	11,235.00	11,491.00	(296.00)			
SALES & USE TAX	711,185.00	655,226.00	55,959.00			
ZONING PERMITS/APPLICATIONS	14,880.00	7,078.00	7,804.00			
REFUSE COLLECTIONS FEES	410,316.00	356,899.00	53,509.00			
STORM WATER COLLECTION	85,755.00	54,719.00	1,045.00			
ALL OTHER REVENUES	780,340.00	1,518,523.00	(738,283.00)			
	<b>\$ 3,468,986.00</b>	<b>\$ 4,049,682.00</b>	<b>(580,696.00)</b>			
<b>Expenditures</b>						
GOVERNING BODY	21,140.00	27,888.00	(6,549.00)			
ADMINISTRATION	245,205.00	271,585.00	(26,380.00)			
NON-DEPARTMENTAL	248,550.00	276,024.00	(27,474.00)			
PLANNING & INSPECTIONS	33,915.00	31,577.00	1,438.00			
POWELL BILL-STREETS	161,535.00	46,894.00	114,541.00			
POLICE	743,976.00	688,676.00	44,307.00			
POLICE-SRO	70,538.00	97,272.00	(26,636.00)			
CONTRACT SERVICES-FIRE	248,325.00	239,315.00	9,008.00			
PUBLIC WORKS-ADMIN.	93,711.00	80,131.00	3,580.00			
PUBLIC WORKS-STREETS	225,641.00	1,019,581.00	(793,940.00)			
PUBLIC WORKS-SANITATION	315,781.00	288,714.00	27,067.00			
PUBLIC WORKS-STORM WATER	12,280.00	2,770.00	9,510.00			
RECREATION	255,679.00	288,807.00	(12,228.00)			
LIBRARY	57,612.00	46,810.00	7,702.00			
COMMUNITY CENTER	11,519.00	15,037.00	(3,518.00)			
	<b>\$ 2,744,703.00</b>	<b>\$ 3,424,065.00</b>	<b>(679,362.00)</b>			

	ACCOUNT BALANCES		YTD
	May 2021	May 2020	
CASH MANAGEMENT	1,826,856.89	1,181,450.89	1,826,856.89
BB&T CASH IN BANK	483,001.86	490,336.00	483,001.86
FIRST FEDERAL BUSINESS MONEY MARKET	136,502.01	136,037.80	136,502.01
FIRST FEDERAL MONEY MARKET	856,431.78	854,725.31	856,431.78
Y-T-D INVESTMENT BALANCE IN GENERAL FUND ACCOUNTS	<b>\$ 3,302,792.36</b>	<b>\$ 2,662,549.80</b>	<b>\$ 3,302,792.36</b>
BB&T STATE FORFEITURE	4,142.58	1,695.10	4,142.58
BB & T CAPITAL RESERVE/COMM ENHANCEMENT	166,845.50	161,221.26	166,845.50
FIRST FEDERAL CAP RESERVE/GENERAL	2,346,463.62	2,343,764.25	2,346,463.62
BB&T HEALTH RESERVE HRA ACCT.	17,664.04	14,938.44	17,664.04
PRIEBE FIELD ACCT	10,428.03	10,776.72	10,428.03
AL WOODDALL PARK IMPROVEMENTS	348,895.55	449,164.80	348,895.55
Y-T-D BALANCE RESTRICTED FUNDS	<b>\$ 2,516,550.12</b>	<b>\$ 2,381,491.57</b>	<b>\$ 2,516,550.12</b>
CUMULATIVE BALANCE FOR TOWN OF ERWIN	<b>\$ 6,219,342.48</b>	<b>\$ 5,644,041.37</b>	<b>\$ 6,219,342.48</b>

The accounting information provided from the Finance Director Linda Williams, for May 2020 was generated from the Town's financial software records.

This information was not provided to the Town Board of Commissioner in the prior year's Regular Town Board Meeting's Agenda. The information allows for a comparison of prior year/current year data.



**APPLICATION FOR APPOINTMENT  
TO A BOARD FOR THE  
TOWN OF ERWIN, NORTH CAROLINA**



The Town of Erwin appreciates your interest in serving on a Board and requests that you complete the following application. This application requests general information based on your interest in applying for a Board for the Town of Erwin.

Applicant Name: Becky S. Kelly Date of Application: 6/1/2021  
 Home Address: 209 East "F" St. Erwin NC 28339  
Street Address Town Zip Code  
 Home Phone: 984-202-6295 Business/Other Phone: \_\_\_\_\_  
 FAX Number: \_\_\_\_\_ Email Address: beckyskelly@gmail.com

In order to consider this application, the Town of Erwin requests the following information:

Date of Birth 3/11/41 Do you reside within the Town Limits of Erwin:  Yes  No:  
 Occupation: Retired teacher Length of residence in Erwin: \_\_\_ Years \_\_\_ Months  
 I was born and raised in Erwin/my mother & I have lived in the same house she died in 2012.  
 Have you ever pled guilty to or been found guilty or any criminal offense or been convicted of any offense other than a minor traffic violation? Yes \_\_\_ No  the same house  
 If yes, please explain I have been back in Erwin since my divorce which is about 5 years. This house has been in my family since I was born.  
 Any evidence found to be incorrect on the application may result in disqualification.

Please write a brief statement as to why you are interested in serving on one of these Boards.  
Erwin is my hometown. I love Erwin and want to see it prosper and well preserved. People who care should volunteer to serve the town and its people.

Please indicate your preference by the number (first choice being "1")

Planning Board  Recreation

**Please note: If you are applying for the Planning Board you will not be able to serve on another Board.**

# Erwin Board of Commissioners

## REQUEST FOR CONSIDERATION

---

To: The Honorable Mayor and Board of Commissioners

From: Snow Bowden, Town Manager

Date: July 1, 2021

Subject: ZT-2021-005

---

The Town of Erwin has received an application to have a parcel rezoned. The parcel can be identified by its address 142 Riverview Road. It can also be identified by its Harnett County Tax PIN # 0587-81-7777.000. This parcel is in our ETJ. This property is currently in two zoning districts which are our Rural District (RD) and our Conservation District. This property is in the 500-year flood plain and the 100-year flood plain. Based on data from Harnett County GIS the area of this property that is zoned in our Conservation District goes beyond the 100-year flood plain into the 500-year flood plain.

The applicant is requesting that the Town move the section of this parcel (in the 500-year flood plain) into our Rural District Zoning District. The applicant does not want to subdivide this parcel. They just want to build a single-family dwelling on this parcel in an elevated section of this property. The applicant is fine with keeping the section of this parcel in the 100-year flood plain in the Conservation Zoning District.

At the June Planning Board meeting, we discussed the proposed house location. The applicant stated that the location he wanted to place the home passed a perk test and could have a septic tank. The Planning Board recommended this rezoning request be approved. They adopted a statement of consistency.

### Attachments:

- ZT-2021-005 Application
- ZT-2021-005 Staff Report
- ZT-2021-005 Property Owners Notified
- ZT-2021-005 Harnett County GIS Image (No Zoning)
- ZT-2021-005 Harnett County GIS Image (Zoning)
- Planning Board Statement-of-Consistency
- Statement-of-Consistency
- Statement-of-Inconsistency

Paid

Revised 9-19-2014



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

Staff Only: Zoning Case # Z-2021 - 0045  
Fee: 300 Check # 1491 MO Cash  
PB Recommendation: A D A/W Conditions  
BOC Date: Decision: A D T A W Conditions

Print Applicant Name: Bryan Sharpe  
Name of Legal Property Owner: Lassiter Heirs / Bryan Sharpe  
Location of Property: 142 riverview rd, Erwin

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

Zoning change requested from conservation to rural

If Conditional District, note conditions:

Harnett County Tax Map PIN 0587-81-7777

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

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

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

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

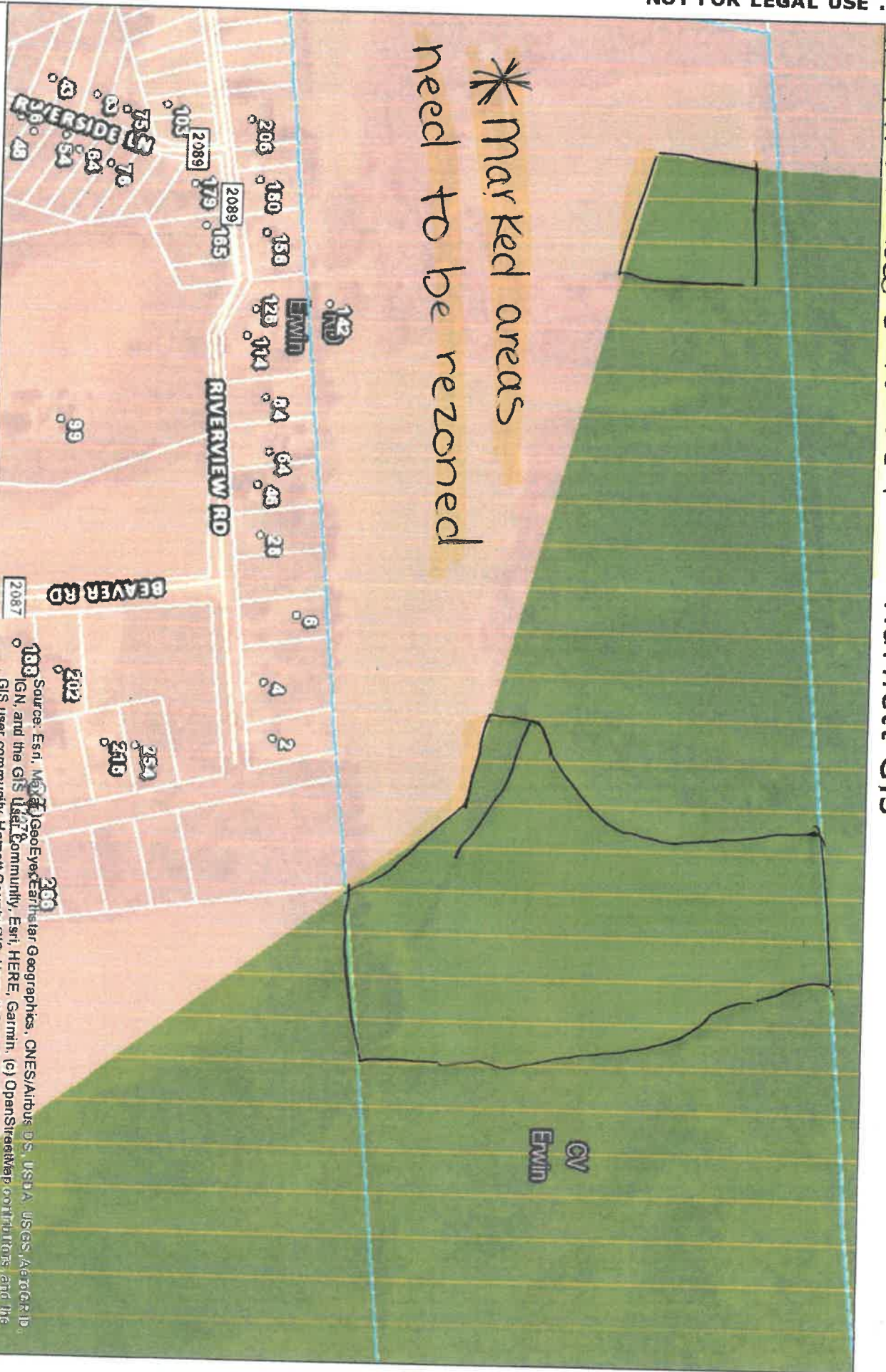
It is understood by the undersigned that the Zoning Map, as originally adopted and as subsequently amended, is presumed by the Town to be appropriate to the property involved and that the burden of proof for a zoning amendment rests with the applicant. Applicant is Encouraged to Discuss the Proposed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

[Signature]  
Signature of Applicant

910-985-1139  
Contact Number

2501 Ashe Ave Dunn NC 28334  
Mailing Address of Applicant

\*Marked areas need to be rezoned



Source: Esri, Mapbox, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community, Esri, HERE, Garmin, (c) OpenStreetMap contributors, and the GIS user community, Harnett County GIS, Harnett County Public Utilities



GIS/E-911 Addressing  
May 24, 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





# FUTURE HOME SITES

## Harnett GIS



© 2021 Source: Esri, DeLorme, GeoEye, Earthstar/GeoGraphics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community. Esri HERE, Garmin, (P) OpenStreetMap contributors, and the GIS User Community. Harnett County Public Utilities



GIS/E-911 Addressing  
May 24, 2021

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



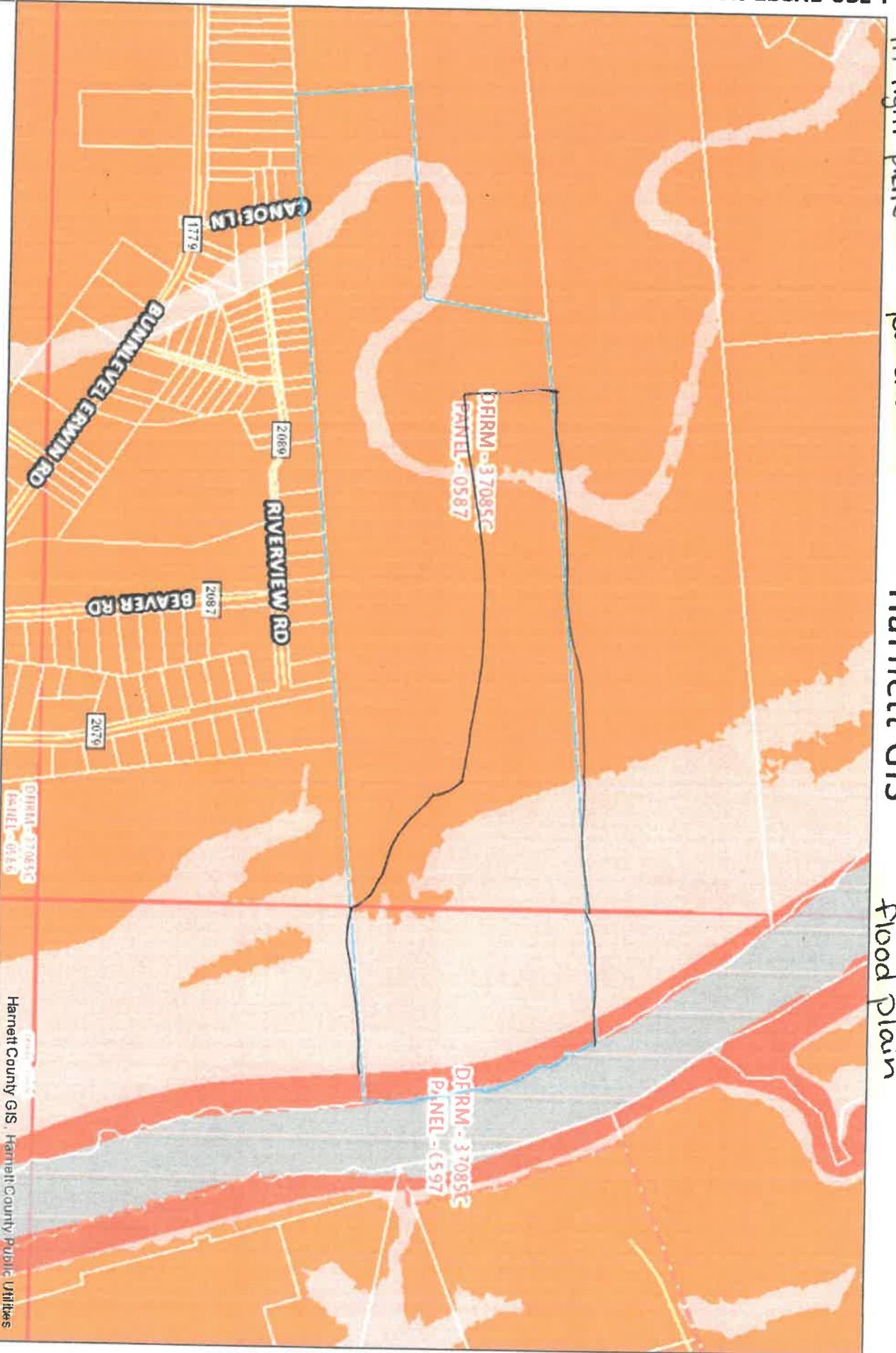
1 inch = 376 feet

in light pink

conservation

Harnett GIS

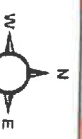
Flood plain



GIS/E-911 Addressing

May 10, 2021

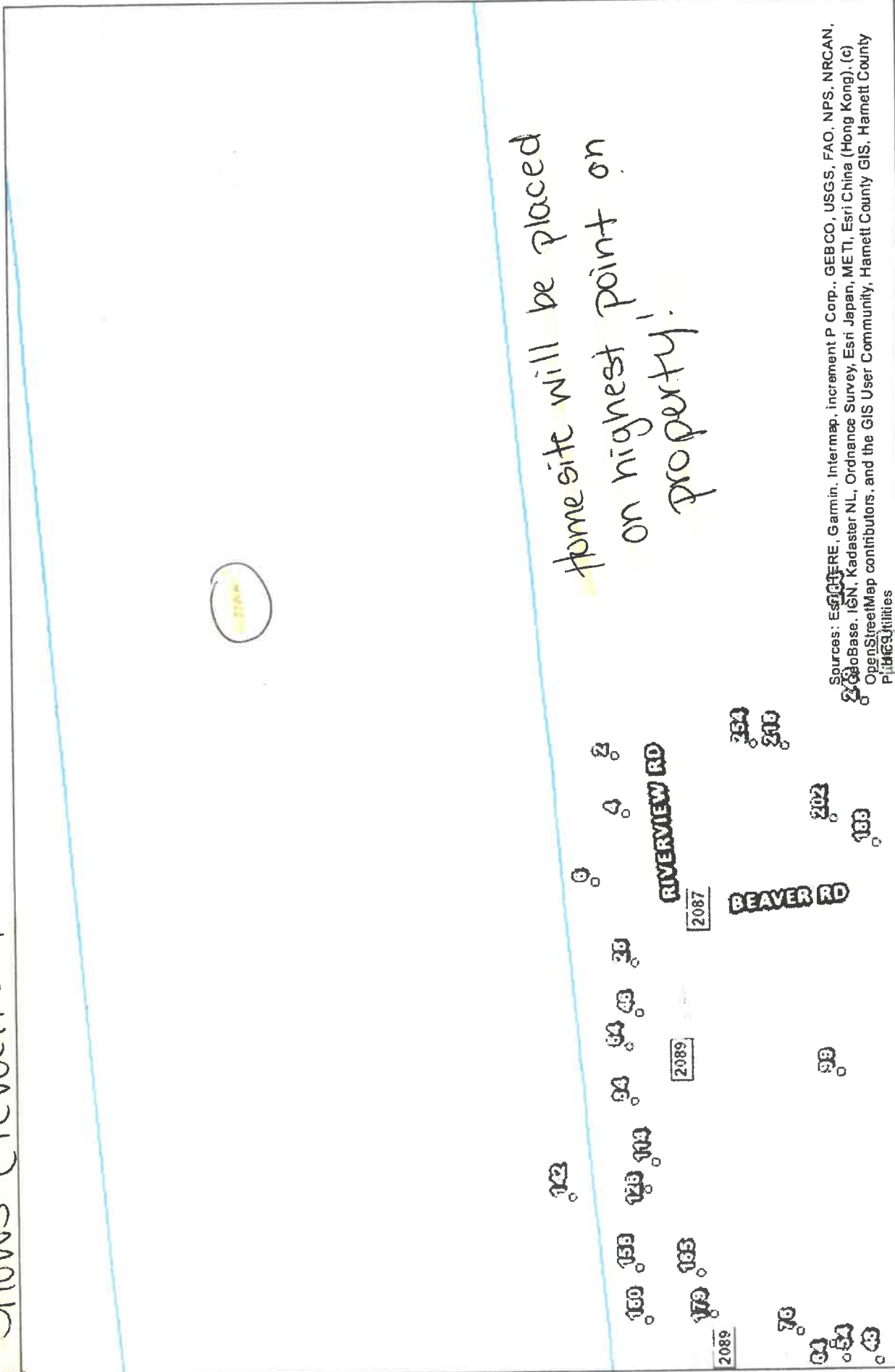
- Recycle Center
- Landfills
- Surrounding County Boundaries
- Federal Property
- City Limits
- Harnett County Boundary
- Airport
- Major Roads
- Interstate
- NC
- US
- Roads
- Mile Markers
- Railroad
- Parcels



1 inch = 752 feet

\* Shows elevation

Harnett GIS





# REZONING MAP REQUEST STAFF REPORT

Case: ZT-2020-05

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

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

Planning 06/21/2021

Town 07/01/2021

Board: \_\_\_\_\_

Commissioners: \_\_\_\_\_

Requested zoning map amendment to a vacant parcel at 142 Riverview Road with corresponding Harnett County Tax PIN # 0587-81-7777.000. The applicant has requested that the area that he would like to build his home in be rezoned from Conservation to Rural District (RD).

---

---

## Applicant Information

### Owner of Record:

Name: Mark Timothy Lassiter and Richard Max Lassiter

Address: 4409 Meeting House Drive  
City/State/Zip: Greensboro, NC 27410

### Applicant:

Name: Bryan Sharpe

Address: 2501 Ashe Avenue  
City/State/Zip: Dunn, NC 28334

---

---

## Property Description

Harnett County Tax PIN 0587-81-7777.000.

Acres 100.04

Zoning District- Conservation 60.5 acres (60.48%) and Rural District 39.54 acres (39.52%)

---

---

## Vicinity Map

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

---

---

## Physical Characteristics

Site Description: This is a vacant parcel that is 100.04 acres based on Harnett County GIS data. There is a Harnett Regional Water sewer line that is on the property. Based on Harnett County GIS data there are water lines in the area. I do not know how they could gain access to a water line without going on private property. The entire parcel is in a FEMA flood hazard zone. Most of the parcel is in the 500-year flood plain. There are sections of this parcel that are in the 100-year flood plain. The area near the river is in the 100-year flood plain.

Surrounding Land Uses: This parcel is surrounded by mostly residential land uses. There are areas that have been zoned conservation due to being in a flood plain and near the river.

---

---

## Services Available

- Harnett County Regional Sewer is available for this parcel. There is water in the area but I am unsure of how they could connect to the system.
- Duke Energy/South River would provide electricity
- CenturyLink is the telephone provider

---

---

## Staff Evaluation

This is a vacant parcel that is off of the Cape Fear River. The entire lot is in a FEMA flood hazard zone. Most of the lot is in the 500-year flood plain. The area near the Cape Fear River is in the 100-year flood plain. This is a large lot and the majority of the lot has been zoned conservation. The applicant is not asking for the entire lot to be rezoned. They just want the conservation district moved back to just the 100-year flood plain. Where they want to build their house it appears to fall within the conservation district. According to the applicant this is the highest point of the property. This lot is in our ETJ. The applicant plans on building one home on this lot. If they build in the 500-year flood plain they do not have to get flood insurance or elevate the home outside of the flood zone.

### Attachments:

- ZT-2020-005 Application
- ZT-2020-005 Staff Evaluation
- Harnett County GIS zoning district image
- Harnett County GIS image
- Harnett County GIS image flood plains
- Surrounding property owners notified
- Statement-of-Consistency
- Statement-of-Inconsistency

Mark Timothy Lassiter  
Richard Max Lassiter  
4409 Meeting House Drive  
Greensboro, NC 27410

Roy Byrd Family Limited Partnership  
8136 US 401 South  
Bunnlevel, NC 28323

Genesis Farms, LLC.  
PO Box 547  
Stedman, NC 28391

Rita Johnson  
Jesse Johnson  
143 Colonade Court  
Benson, NC 27504

James and Peggy Covington  
4307 Bunnlevel Erwin Road  
Erwin, NC 28339

Cory McNeill  
1720 Community Drive  
Fayetteville, NC 28312

Stepanie Waring  
PO Box 347  
Erwin, NC 28339

Mary P Waring  
Shanetta Monk  
4 Riverview Road  
Erwin, NC 28339

Ada McLean  
6 Riverview Road  
Erwin, NC 28339

Getts and Ethel Waring  
104 Andrew Street  
Springfield, MA 01109

Maritza Gonzalez  
28 Riverview Road  
Erwin, NC 28339

Sabrina Hurley  
46 Riverview Road  
Erwin, NC 28339

Janet McLean  
PO Box 208  
Erwin, NC 28339

Phyllis McNeil  
84 Riverview Road  
Erwin, NC 28339

Robert and Sharon McKoy  
126 Riverview Road  
Erwin, NC 28339

Gwendolyn Jones  
156 Riverview Road  
Erwin, NC 28339

Isabelle Smith  
180 Riverview Road  
Erwin, NC 28339

Dorothy Smith  
412 West Godwin Street  
Dunn, NC 28334

Chakua Monique McLean  
206 Riverview Road  
Erwin, NC 28339

George and Shirley Smith  
PO Box 277  
Erwin, NC 28339

Roger Brown  
PO Box 234  
Erwin, NC 28339

Shona Gevonnia Smith  
PO Box 277  
Erwin, NC 28339

Mary McLean  
PO Box 791  
Erwin, NC 28339

Gabriel Morris Smith  
8900 Springs LN  
APT D  
Norcross, GA 30092

Sharon Elaine McNeill  
4479 Bunnlevel Erwin Road  
Erwin, NC 28339

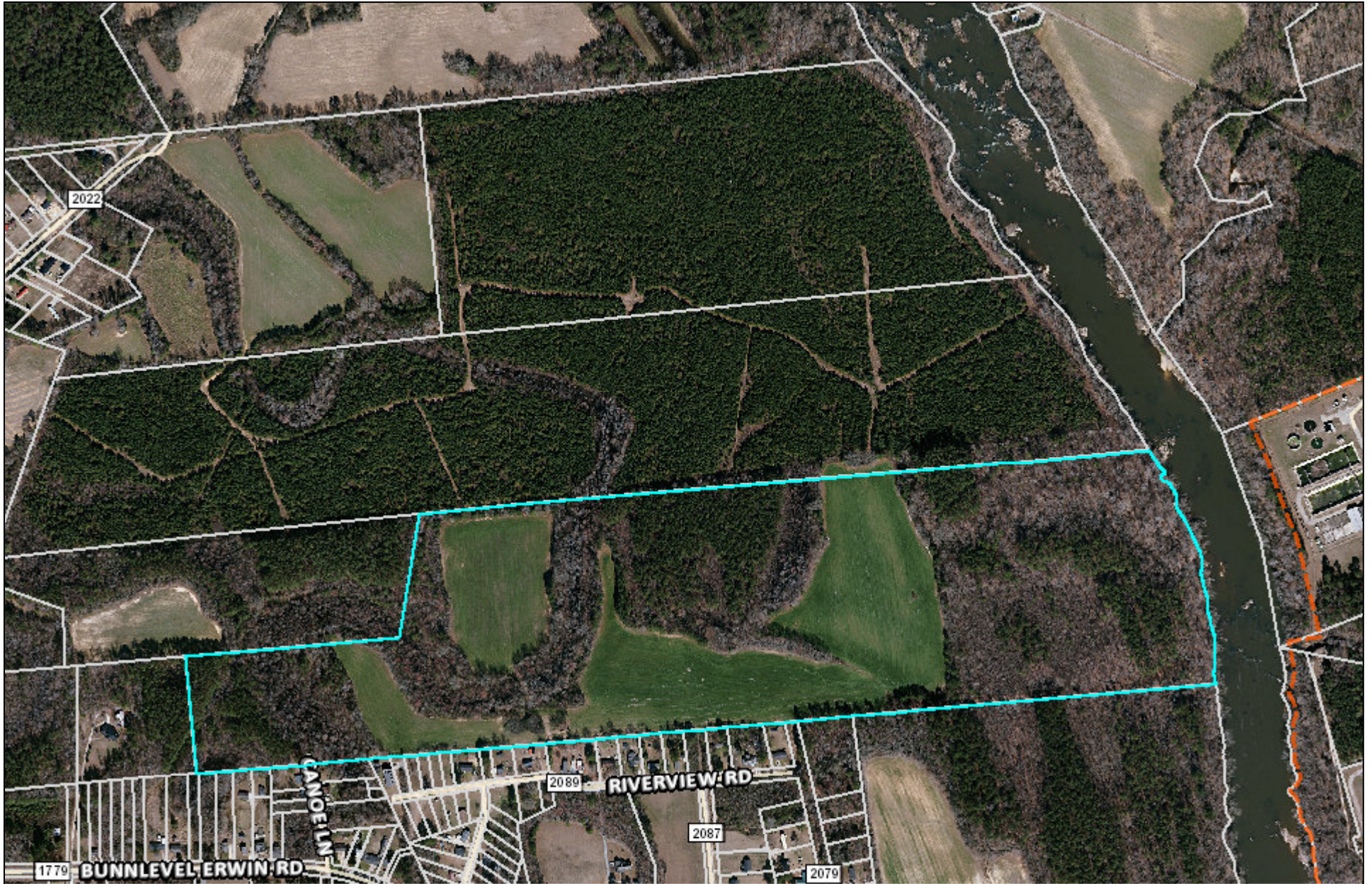
David McNeill  
Ursula Giles  
521 Harris Road  
Wilmington, NC 28411

Anthony and Sherry Smith  
117 Jackson Road  
Dunn, NC 28334






Stephen McNeill  
5390 Titan Roberts Road  
Erwin, NC 28339





# Harnett GIS






NOT FOR LEGAL USE

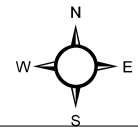


GIS/E-911 Addressing  
May 27, 2021

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

-  Harnett County Boundary
-  Airport
- Major Roads**
-  Interstate
-  NC

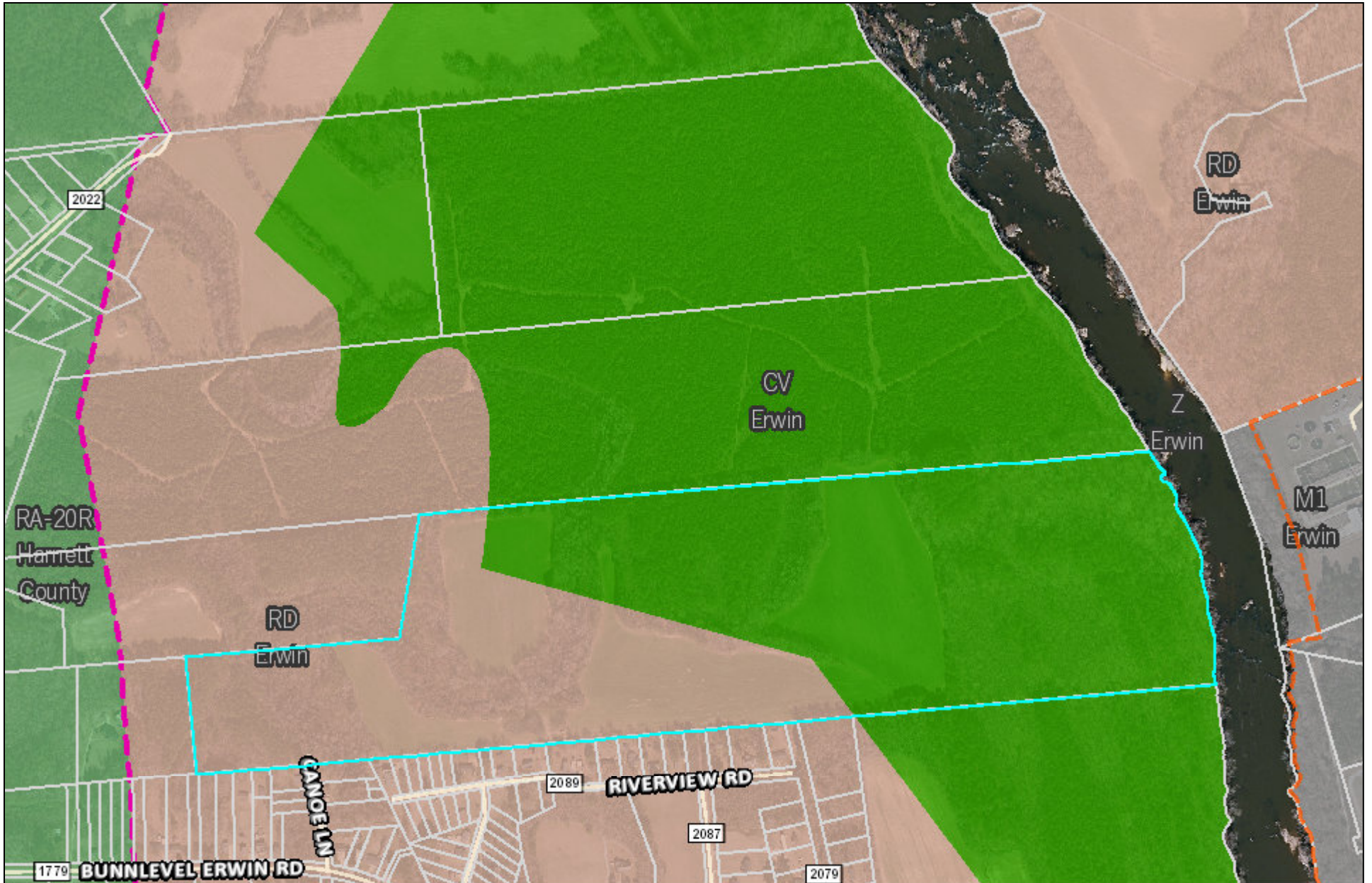
-  US
-  Roads
-  Mile\_Markers
-  Railroad
-  Parcels



1 inch = 752 feet






# Harnett GIS





NOT FOR LEGAL USE








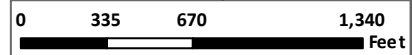
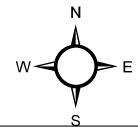
GIS/E-911 Addressing

May 27, 2021

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

-  Harnett County Boundary
-  Airport
- MajorRoads**
-  Interstate
-  NC

-  US
-  Roads
-  Mile\_Markers
-  Railroad
-  Parcels

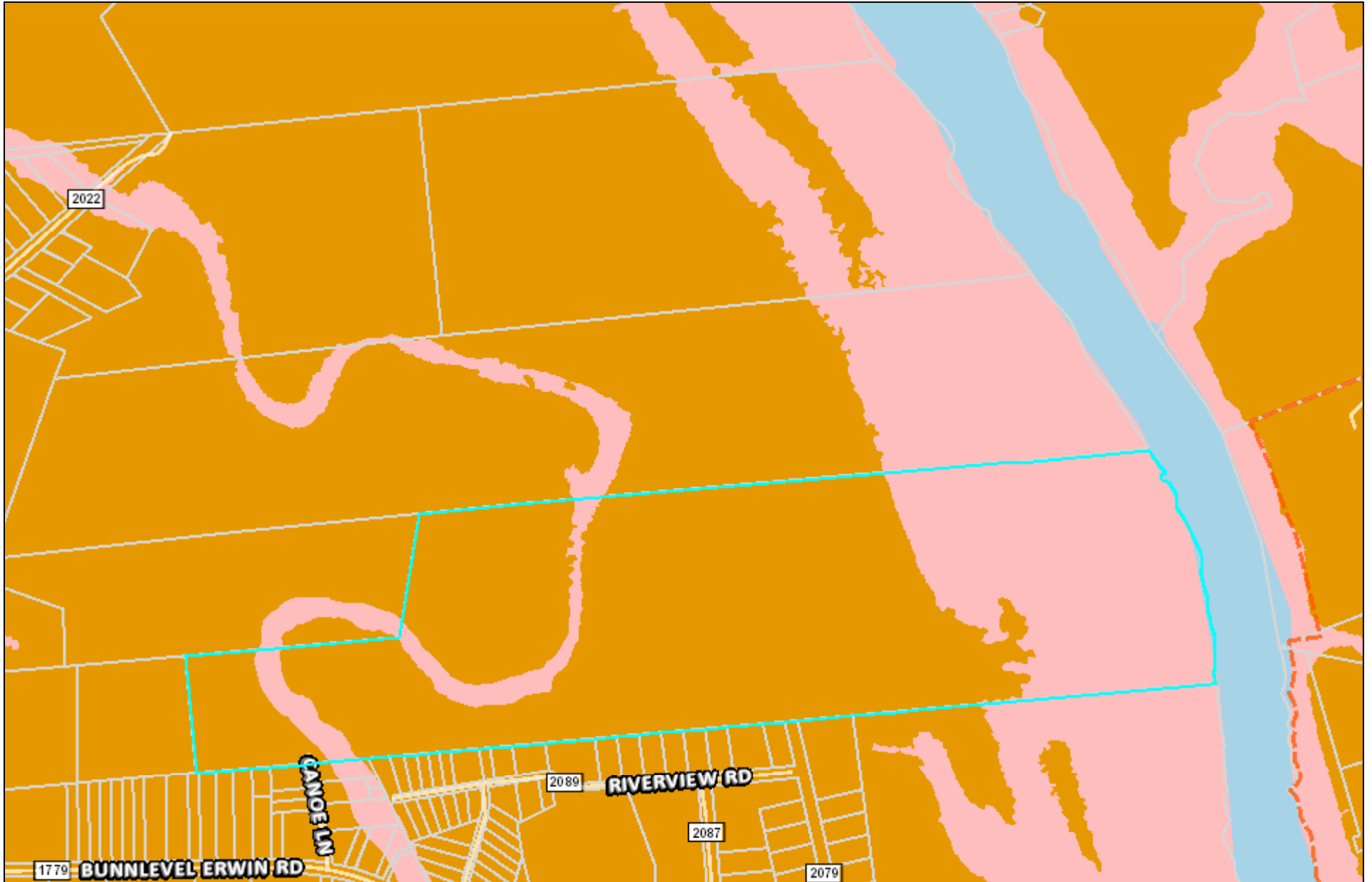


1 inch = 752 feet








# Harnett GIS





NOT FOR LEGAL USE








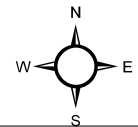
GIS/E-911 Addressing

May 27, 2021

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

-  Harnett County Boundary
-  Airport
- MajorRoads**
-  Interstate
-  NC

-  US
-  Roads
-  Mile\_Markers
-  Railroad
-  Parcels



1 inch = 752 feet

**Statement-of-Consistency**

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

A handwritten signature in black ink, appearing to read 'Ronald Beasley', with a long horizontal flourish extending to the right.

Ronald Beasley  
Planning Board Chair

A handwritten signature in black ink, appearing to read 'Lauren Evans', with a long horizontal flourish extending to the right.

Lauren Evans  
Town Clerk

## Statement-of-Consistency

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

---

Randy Baker  
Mayor Pro Tem

---

Lauren Evans  
Town Clerk

## Statement-of-Inconsistency

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

---

Randy Baker  
Mayor Pro Tem

---

Lauren Evans  
Town Clerk



# TOWN OF ERWIN

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

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

## ORDINANCE FOR MAP AMENDMENT CASE # ZT-2021-005 AMENDMENT TO THE OFFICAL ZONING MAP TO REZONE FROM CONSERVATION TO RURAL DISTRICT (RD) PER ZONING ORDINANCE ARTICLE XXIII FOR HARNETT COUNTY PIN 0587-81-7777.000 ORD 2021-2022: 001

Per Chapter 36 Zoning, Article XXIII, Changes and Amendments, Harnett County PIN 0587-81-7777.000 owned by Mark Timothy Lassiter and Richard Max Lassiter, has been rezoned to Rural District (RD), Case# ZT-2021-005.

B3628 - P789

HARNETT COUNTY TAX ID#  
12-0587-0201

8-16-18 BY [Signature]

FOR REGISTRATION  
Kimberly S. Hargrove  
REGISTER OF DEEDS  
Harnett County, NC  
2018 AUG 08 10:36:50 AM  
BK:3828 PG:789-790  
FEE:\$28.00  
INSTRUMENT # 2018011303

CCLINTON



2018011303

### NORTH CAROLINA SPECIAL WARRANTY DEED

Excise Tax: Exempt - No Consideration

Parcel Identifier No. 12-0587-0201 Verified by Harnett County on the \_\_\_ day of \_\_\_\_\_, 2018.

By: \_\_\_\_\_

Mail/Box to: Clement & Wheatley, P.O. Box 8200, Danville, VA 24543-8200

This instrument was prepared by: Michael C. Guanzon, Esq., Clement & Wheatley, A Professional Corporation, WITHOUT EXAMINATION OF TITLE; LEGAL DESCRIPTION NOT VERIFIED

Brief description for the Index: 103.14 Acres PC# F/493-D

THIS DEED made this 1st day of August, 2018, by and between

#### GRANTOR

L. SAMUEL SAUNDERS, as successor Trustee of the LAURA P. LASSITER DECLARATION OF TRUST dated December 11, 2003, as amended July 20, 2007

Mailing Address:  
2309 Riverside Dr., P.O. Box 3424  
Danville, VA 24543-3424

#### GRANTEE

MARK TIMOTHY LASSITER,  
RICHARD MAX LASSITER,  
DAVID BLAKE LASSITER,  
LUKE ERRINGTON LASSITER, and  
LAURA LYNETTE LASSITER BETZ,  
tenants in common

Mailing Address:  
Laura Lassiter Betz  
7911 Olde Pond Road  
Wilmington NC 28411

The designation Grantor and Grantee as used herein shall include said parties, their heirs, successors, and assigns, and shall include singular, plural, masculine, feminine or neuter as required by context.

WITNESSETH, that Grantor, for no monetary or other consideration, has and by these presents does grant and convey unto Grantee as tenants in common in fee simple, all that certain lot, parcel of land situated in Stewart's Creek Township, Harnett County, North Carolina and more particularly described as follows:

**103.14 ACRES, MORE OR LESS**, as shown on Map titled "Property of Laura Frances P. Lassiter" made by Peacock Land Surveying, Benson, N.C. dated June 27, 1995, recorded in Plat Cabinet F, Slide 493D, Harnett County Registry.

The property hereinabove described was acquired by Grantor by instrument # 2004001017, recorded in Book 1881, at pages 58-61.

All or a portion of the property herein conveyed does not include the primary residence of Grantor.

A map showing the above-described property is recorded in Map Cabinet F, Slide 492D.

**TO HAVE AND TO HOLD** the aforesaid lot or parcel of land and all privileges and appurtenances thereto belonging to Grantee in fee simple.

And Grantor covenants with Grantee, that Grantor has done nothing to impair such title as Grantor received, and Grantor will warrant and defend the title against the lawful claims of all persons claiming by, under or through Grantor, other than the following exceptions:

All easements, conditions, restrictions, and agreements of record affecting the real estate hereby conveyed or any part thereof.

**IN WITNESS WHEREOF**, Grantor has duly executed the foregoing **NORTH CAROLINA SPECIAL WARRANTY DEED** as of the day and year first above written.

[USE BLACK INK ONLY]

(SEAL)

**L. SAMUEL SAUNDERS**, as successor Trustee of the **LAURA P. LASSITER DECLARATION OF TRUST** dated December 11, 2003, as amended July 20, 2007

**COMMONWEALTH OF VIRGINIA**  
**CITY OF DANVILLE**, to-wit

I, the undersigned Notary Public of the City and State aforesaid, certify that **L. SAMUEL SAUNDERS**, as successor Trustee of the **LAURA P. LASSITER DECLARATION OF TRUST** dated December 11, 2003, as amended July 20, 2007, personally appeared before me this day and acknowledged the due execution of the foregoing instrument for the purposes therein expressed. Witness my hand and Notarial stamp or seal this 1 day of August, 2018.

My Commission Expires: November 30, 2018  
(Affix Stamp)



Jane R Reid, Notary Public  
Notary's Printed or Typed Name

(If in V.A.) Registration No.: 253739

Adopted this the 1<sup>st</sup> day of July 2021.

**ATTEST:**

\_\_\_\_\_  
Randy Baker  
Mayor Pro Tem

\_\_\_\_\_  
Lauren Evans  
Town Clerk

# Erwin Board of Commissioners

## REQUEST FOR CONSIDERATION

---

To: The Honorable Mayor and Board of Commissioners

From: Snow Bowden, Town Manager

Date: July 1, 2021

Subject: CU-2021-004

---

The Town has received a conditional use application to build a storage building at 465 Bryant Road. The applicant recently purchased the property and built a 2,100 square foot home. The applicant would like to build a second building on the property for storage. The applicant has requested a conditional use permit for a 2,100 square foot storage building. This parcel is 5.9 acres and it is in our ETJ. The building would just be for his personal use.

The Planning Board did recommend this conditional use request for approval.

Attachments:

- CU-2021-004 Application
- Property Owners Notified
- CU-2021-004 Harnett County GIS image with zoning
- CU-2021-004 Harnett County image with no zoning
- CU-2021-004 Staff Report

**Suggested Motions:**

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

1. I move to recommend that the proposed conditional use application:
  - a. Meets all the Findings of Fact in the Affirmative, or
  - b. Meets one or more of the Findings of Fact in the negative (if this motion is made, then the application would have to be recommended for denial.)
2. I move that:
  - a. The proposed amendment is consistent those documents that constitute the officially adopted land development plan and other applicable plans: or
  - b. The proposed amendment is not consistent those documents that constitute the officially adopted land development plans and other applicable plans, in that (state reason(s) for nonconsistency).

3. I move that to recommend:

- a.** Approval of CU-2021-003 Conditional Use Application to build a storage building at 465 Bryant Road (Harnett County Tax PIN # 1507-46-4581.000)
- b.** Denial of CU-2021-003 Conditional Use Application to build a storage building at 465 Bryant Road (Harnett County Tax PIN # 1507-46-4581.000.)
- c.** Approval of CU-2021-003 Conditional Use Application to build a storage building at 465 Bryant Road (Harnett County Tax PIN # 1507-46-4581.000) with additional conditions (state conditions).





# TOWN OF ERWIN PAID

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

JUN 07 2021 Clerk-2240

## CONDITIONAL USE APPLICATION TOWN OF ERWIN

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

Applicant Name	Joseph Marchese	Property Owner Name	Joseph Marchese
Mailing Address	465 BRYANT RD	Mailing Address	SAME
City, State, Zip	DUNN NC 28334	City, State, Zip	SAME
Telephone	914.224.3609	Telephone	SAME
Email	SAME	Email	JM NUTS @ LIVE.COM

Address of Subject Property	465 BRYANT RD		
Parcel Identification Number(s) (PIN) of Subject Property	1 3 0 7 - 4 . 6 - 4 5 8 1 . 0 0 0		
Legal Relationship of Applicant to Owner	OWNER	Floodplain SFHA	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Legal Description: Lot	28	Block	2 Subdivision
Zoning District	RD	Wetlands	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Watershed Area
Public Water Available:	<input checked="" type="checkbox"/> Y or N	Public Sewer Available:	Y or <input checked="" type="checkbox"/> N Existing Septic Tank:
Number of Buildings to Remain	2	Gross Floor Area to Remain	
Describe Proposed Project or Request with Conditions proposed by applicant: 2100 STOREFRONT BUILDING PRINT USE ONLY			
Total Acreage or Square Footage to be Disturbed	2,100 square feet		
Estimated Cost of Project \$			

- installing we proposed building would not use

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

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

<b>Office Use Only</b>	
Date Application Submitted	6/7/2021 Application Fee \$ 300 Received By 6/7/2021
Case # CU-20	21-004

\* one existing single-family dwelling on lot. A little over 2,100 square feet.



## 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 Signature Page

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

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

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

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

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

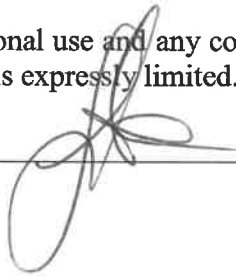
**Compliance with Other Codes:** Granting of a Conditional Use Permit does not exempt applicant from complying with all of the requirements of building codes and other ordinances.

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

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

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

Applicant Signature and Date: \_\_\_\_\_



6-7-21

★ see attached



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

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

Property Owner (1) \_\_\_\_\_  
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 \_\_\_\_\_

CU-201-001

⊗ See attached staff report

**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:

   Yes    No \_\_\_\_\_  
\_\_\_\_\_

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

   Yes    No \_\_\_\_\_  
\_\_\_\_\_

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

   Yes    No \_\_\_\_\_  
\_\_\_\_\_

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

   Yes    No \_\_\_\_\_  
\_\_\_\_\_

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

   Yes    No \_\_\_\_\_  
\_\_\_\_\_

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

   Yes    No \_\_\_\_\_  
\_\_\_\_\_

7. That the 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

   Yes    No \_\_\_\_\_  
\_\_\_\_\_



## TOWN OF ERWIN

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

### CONDITIONAL USE APPLICATION PROCEDURES

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

#### Conditions and Guarantees

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

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

### Action by the Board of Commissioners

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

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



## TOWN OF ERWIN

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

### IMPORTANT

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

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

#### Using the Zoning Ordinance

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





## TOWN OF ERWIN

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

### Processing Requirements

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

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

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

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

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

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

## Town of Erwin Record and Decisions

**Office Use Only**

Notice Mailed 6/7/2021      Property Posted 6/7/2021      Newspaper Advertised Date 6/15, 6/22

<p><b><u>Planning Board Motion</u></b></p> <hr/> <p>Board Member Michael Shean made a motion to recommend CU-2021-004 for approval and was seconded by Bill Morris. The Board voted unanimously.</p> <hr/> <hr/> <hr/> <hr/> <hr/>	<p>Record of Decision:</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 80%;"></th> <th style="width: 10%; text-align: center;">Yea</th> <th style="width: 10%; text-align: center;">Nay</th> </tr> </thead> <tbody> <tr><td><hr/></td><td style="text-align: center;"><input type="checkbox"/></td><td style="text-align: center;"><input type="checkbox"/></td></tr> <tr><td><hr/></td><td style="text-align: center;"><input type="checkbox"/></td><td style="text-align: center;"><input type="checkbox"/></td></tr> <tr><td><hr/></td><td style="text-align: center;"><input type="checkbox"/></td><td style="text-align: center;"><input type="checkbox"/></td></tr> <tr><td><hr/></td><td style="text-align: center;"><input type="checkbox"/></td><td style="text-align: center;"><input type="checkbox"/></td></tr> <tr><td><hr/></td><td style="text-align: center;"><input type="checkbox"/></td><td style="text-align: center;"><input type="checkbox"/></td></tr> <tr><td><hr/></td><td style="text-align: center;"><input type="checkbox"/></td><td style="text-align: center;"><input type="checkbox"/></td></tr> <tr><td><hr/></td><td style="text-align: center;"><input type="checkbox"/></td><td style="text-align: center;"><input type="checkbox"/></td></tr> <tr><td><hr/></td><td style="text-align: center;"><input type="checkbox"/></td><td style="text-align: center;"><input type="checkbox"/></td></tr> </tbody> </table> <p><b><u>Certified By:</u></b>    Lauren Evans</p>		Yea	Nay	<hr/>	<input type="checkbox"/>	<input type="checkbox"/>	<hr/>	<input type="checkbox"/>	<input type="checkbox"/>	<hr/>	<input type="checkbox"/>	<input type="checkbox"/>	<hr/>	<input type="checkbox"/>	<input type="checkbox"/>	<hr/>	<input type="checkbox"/>	<input type="checkbox"/>	<hr/>	<input type="checkbox"/>	<input type="checkbox"/>	<hr/>	<input type="checkbox"/>	<input type="checkbox"/>	<hr/>	<input type="checkbox"/>	<input type="checkbox"/>
	Yea	Nay																										
<hr/>	<input type="checkbox"/>	<input type="checkbox"/>																										
<hr/>	<input type="checkbox"/>	<input type="checkbox"/>																										
<hr/>	<input type="checkbox"/>	<input type="checkbox"/>																										
<hr/>	<input type="checkbox"/>	<input type="checkbox"/>																										
<hr/>	<input type="checkbox"/>	<input type="checkbox"/>																										
<hr/>	<input type="checkbox"/>	<input type="checkbox"/>																										
<hr/>	<input type="checkbox"/>	<input type="checkbox"/>																										
<hr/>	<input type="checkbox"/>	<input type="checkbox"/>																										

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

\_\_\_\_\_

\_\_\_\_\_

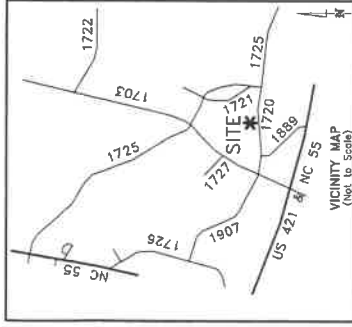
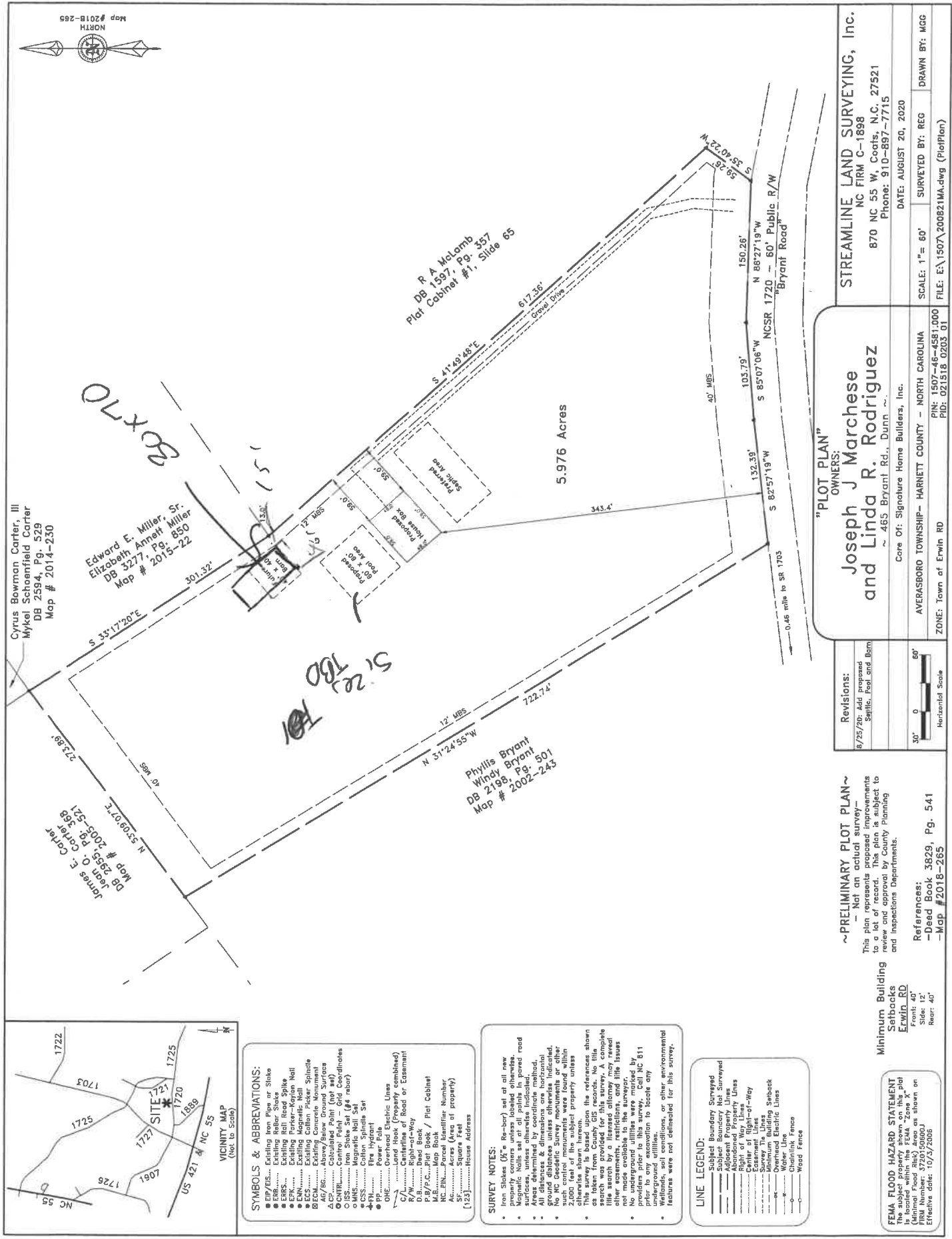
<p><b><u>Governing Body Motion</u></b></p> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>	<p>Record of Decision:</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 80%;"></th> <th style="width: 10%; text-align: center;">Yea</th> <th style="width: 10%; text-align: center;">Nay</th> </tr> </thead> <tbody> <tr><td><hr/></td><td style="text-align: center;"><input type="checkbox"/></td><td style="text-align: center;"><input type="checkbox"/></td></tr> <tr><td><hr/></td><td style="text-align: center;"><input type="checkbox"/></td><td style="text-align: center;"><input type="checkbox"/></td></tr> <tr><td><hr/></td><td style="text-align: center;"><input type="checkbox"/></td><td style="text-align: center;"><input type="checkbox"/></td></tr> <tr><td><hr/></td><td style="text-align: center;"><input type="checkbox"/></td><td style="text-align: center;"><input type="checkbox"/></td></tr> <tr><td><hr/></td><td style="text-align: center;"><input type="checkbox"/></td><td style="text-align: center;"><input type="checkbox"/></td></tr> <tr><td><hr/></td><td style="text-align: center;"><input type="checkbox"/></td><td style="text-align: center;"><input type="checkbox"/></td></tr> <tr><td><hr/></td><td style="text-align: center;"><input type="checkbox"/></td><td style="text-align: center;"><input type="checkbox"/></td></tr> <tr><td><hr/></td><td style="text-align: center;"><input type="checkbox"/></td><td style="text-align: center;"><input type="checkbox"/></td></tr> </tbody> </table> <p><b><u>Certified By:</u></b></p>		Yea	Nay	<hr/>	<input type="checkbox"/>	<input type="checkbox"/>	<hr/>	<input type="checkbox"/>	<input type="checkbox"/>	<hr/>	<input type="checkbox"/>	<input type="checkbox"/>	<hr/>	<input type="checkbox"/>	<input type="checkbox"/>	<hr/>	<input type="checkbox"/>	<input type="checkbox"/>	<hr/>	<input type="checkbox"/>	<input type="checkbox"/>	<hr/>	<input type="checkbox"/>	<input type="checkbox"/>	<hr/>	<input type="checkbox"/>	<input type="checkbox"/>
	Yea	Nay																										
<hr/>	<input type="checkbox"/>	<input type="checkbox"/>																										
<hr/>	<input type="checkbox"/>	<input type="checkbox"/>																										
<hr/>	<input type="checkbox"/>	<input type="checkbox"/>																										
<hr/>	<input type="checkbox"/>	<input type="checkbox"/>																										
<hr/>	<input type="checkbox"/>	<input type="checkbox"/>																										
<hr/>	<input type="checkbox"/>	<input type="checkbox"/>																										
<hr/>	<input type="checkbox"/>	<input type="checkbox"/>																										
<hr/>	<input type="checkbox"/>	<input type="checkbox"/>																										

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

\_\_\_\_\_

\_\_\_\_\_

**Certified By:**



- SYMBOLS & ABBREVIATIONS:**
- EP/VEIS... Existing Iron Pipe or Spike
  - ERK... Existing Railroad Road Spike
  - EPK... Existing Parker-Koylan Nail
  - EKN... Existing Nail
  - EKW... Existing Wood Stake
  - EKM... Existing Magnetics Nail
  - ECK... Existing Concrete Monument
  - ECA... Existing Concrete Monument
  - A/G/B... Above/Below Ground Surface
  - C... Calculated Point (not set)
  - S... Survey Station
  - O... Old Stake Set (if not rebar)
  - S... Stake Set (if not rebar)
  - MNS... Magnetics Nail Set
  - CS... Collar, Spindle Set
  - PP... Power Pole
  - PP... Power Pole
  - OHE... Overhead Electric Lines
  - L... Land Hook (Property combined)
  - R/W... Right-of-Way
  - D.B... Deed Book
  - P/B/F.C... Plat Book / Plat Cabinet
  - NC.FIN... Parcel Identifier Number
  - Ac... Acres (Area of property)
  - [123]... House Address

**SURVEY NOTES:**

- Iron Stakes (R's Re-bar) set at all new corners.
- Magnetics Nails set at all points where road surfaces, unless otherwise indicated.
- Areas determined by coordinate method.
- No NC Geologic Survey monuments or other ground distances unless otherwise indicated.
- 2,000 feet of the subject property, unless otherwise shown hereon.
- The survey is based on the reference shown as to the survey in Case No. 111.
- A complete search was provided for this survey. A complete search by a licensed attorney may reveal other issues not available to the surveyor.
- No underground utilities were marked by prior to this survey. Call NC 811 to locate any underground utilities.
- Wellheads, soil conditions, or other environmental features were not delineated for this survey.

- LINE LEGEND:**
- Subject Boundary Surveyed
  - Subject Boundary Not Surveyed
  - Adjoining Property Lines
  - Right of Way Lines
  - Center of Right-of-Way
  - Survey Tie Lines
  - Minimum Building Setback
  - Electric Lines
  - Water Line
  - Chainlink Fence
  - Wood Fence

**Minimum Building Setbacks**  
**Erwin, RD**  
 Front: 40'  
 Side: 12'  
 Rear: 40'

**FEMA FLOOD HAZARD STATEMENT**  
 The subject property shown on this plot is located within the FEMA "Zone X" flood hazard area. The subject property is shown on FRM Number: 5720150500.  
 Effective date: 10/3/2005

**~ PRELIMINARY PLOT PLAN ~**  
 - Not an actual survey -  
 This plan represents proposed improvements to a lot of record. This plan is subject to review and approval by County Planning and Inspections Departments.

**References:**  
 -Deed Book 3829, Pg. 541  
 -Map #2018-265

**Revisions:**  
 8/25/20: Add proposed Septile, Pool and Barn

Scale: 1" = 60'  
 Horizontal Scale

**"PLOT PLAN" OWNERS:**  
**Joseph J Marchese and Linda R. Rodriguez**  
 Care Of: Signature Home Builders, Inc.  
 ~ 465 Bryant Rd., Dunn ~

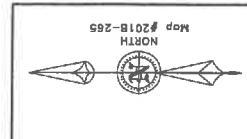
**STREAMLINE LAND SURVEYING, Inc.**  
 NC FIRM C-1898  
 870 NC 55 W, Coats, N.C. 27521  
 Phone: 910-897-7715  
 DATE: AUGUST 20, 2020

Surveyed By: REG  
 Drawn By: MGG

FILE: E:\1507\200821MA.dwg (PlotPlan)

**AVERASBORO TOWNSHIP - HARNETT COUNTY - NORTH CAROLINA**  
 PIN: 1507-46-4581.000  
 PID: 021518.0203.01

ZONE: Town of Erwin RD



Cyrus Bowman Carter, III  
 Mykel Schoenfeld Carter  
 DB 2594, Pg. 529  
 Map # 2014-230

Edward E. Miller, Sr.  
 Elizabeth Annett Miller  
 DB 3277, Pg. 850  
 Map # 2015-22

James C. Carter  
 DB 2953, Pt. 568  
 Map # 2005-521

Phyllis Bryant  
 Windy Bryant  
 DB 2198, Pg. 501  
 Map # 2002-243

R A Molomb  
 DB 1597, Pg. 357  
 Plat Cabinet #1, Slide 65

Joseph Marchese  
Lisa Rodriguez  
618 Spruce Meadows LN  
Willow Spring, NC 27592

R.A. McLamb  
24 Robeson Court  
Spring Lake, NC 28390

Edward and Elizabeth Miller  
PO Box 248  
Dunn, NC 28335

Cyrus Carter III  
Mykel Carter  
730 Red Hill Church Road  
Dunn, NC 28334

James and Jean Carter  
678 Red Hill Church Road  
Dunn, NC 28334

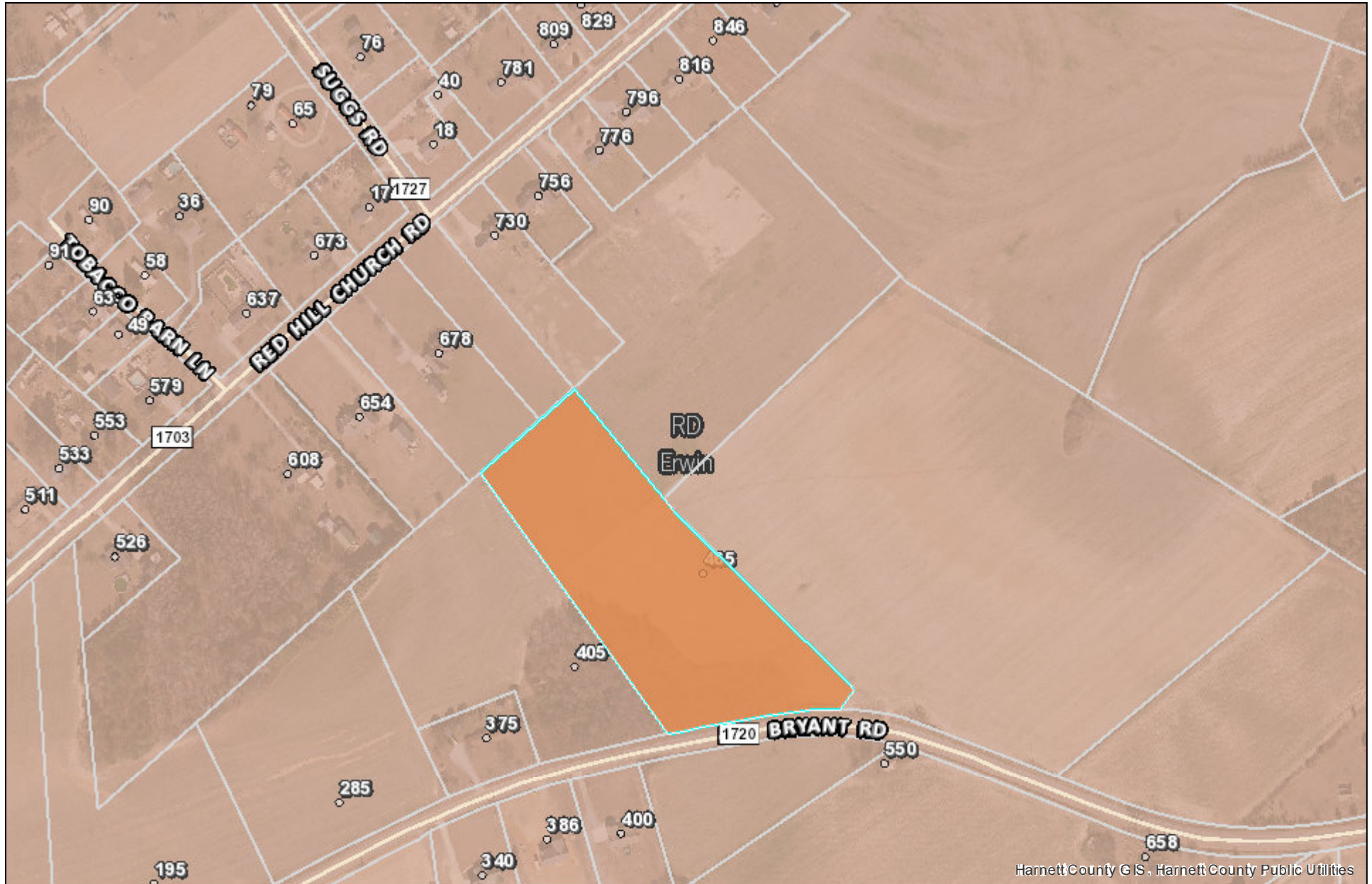
Mitchell and Kimberly Hargrove  
654 Red Hill Church Road  
Dunn, NC 28334

Phyllis Bryant  
Windy Bryant  
113 Rose Circle  
Dunn, NC 28334

Belinda Pope  
3 Golfers Ways  
Pinehurst, NC 28374

# Harnett GIS

NOT FOR LEGAL USE



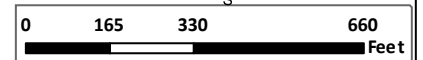
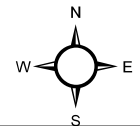
Harnett County GIS, Harnett County Public Utilities



GIS/E-911 Addressing

June 8, 2021

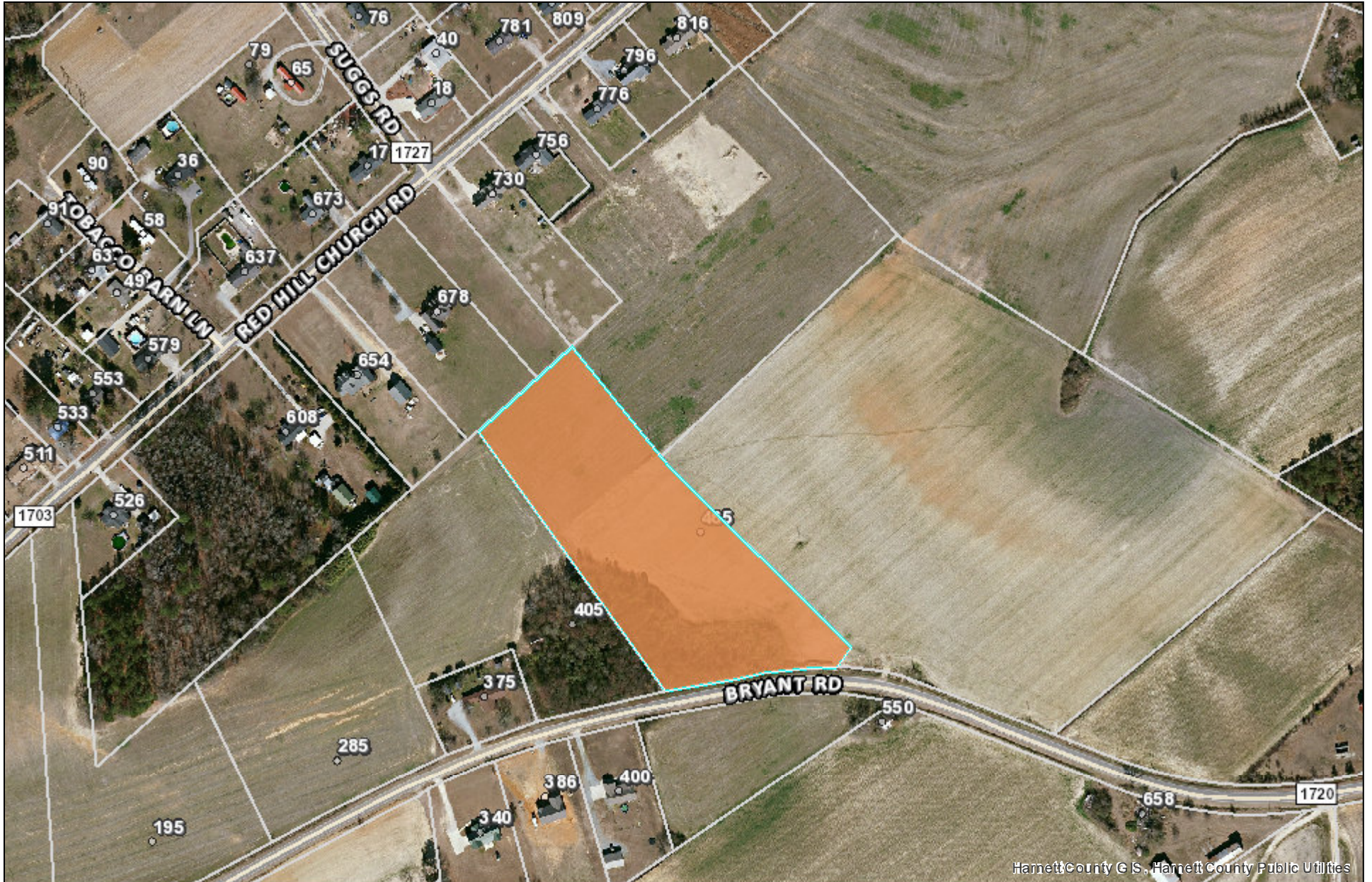
- |                               |                   |              |               |
|-------------------------------|-------------------|--------------|---------------|
| Recycle Center                | Address Numbers   | US           | CapeFearRiver |
| Landfills                     | Airport           | Roads        |               |
| Surrounding County Boundaries | <b>MajorRoads</b> | Mile_Markers |               |
| Federal Property              | Interstate        | Railroad     |               |
| Harnett County Boundary       | NC                | Parcels      |               |



1 inch = 376 feet

# Harnett GIS

NOT FOR LEGAL USE



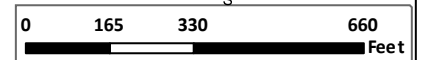
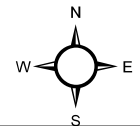
Harnett County GIS, Harnett County Public Utilities



GIS/E-911 Addressing

June 8, 2021

- |                               |                    |              |                 |
|-------------------------------|--------------------|--------------|-----------------|
| Recycle Center                | Address Numbers    | US           | Cape Fear River |
| Landfills                     | Airport            | Roads        |                 |
| Surrounding County Boundaries | <b>Major Roads</b> | Mile Markers |                 |
| Federal Property              | Interstate         | Railroad     |                 |
| Harnett County Boundary       | NC                 | Parcels      |                 |



1 inch = 376 feet



# CONDITIONAL USE REQUEST STAFF REPORT

Case: CU-2021-004

Snow Bowden, Town Manager

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

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

Planning Board: 06/21/2021

Town Commissioners: 07/01/2021

Requested conditional use to build a storage building at 465 Bryant Road. The property can also be identified by its Harnett County Tax PIN # 1507-46-4581.000

---

---

## Applicant Information

### Owner of Record:

Name: Joseph Marchese and Linda Rodriguez

Address: 618 Spruce Meadows Lane

City/State/Zip: Willow Spring, NC 27592

### Applicant:

Name: Joseph Marchese

Address: 618 Spruce Meadows Lane

City/State/Zip: Willow Spring, NC 27592

---

---

## Property Description

Harnett County Tax PIN 1507-46-4581.000

Acres 5.98

Zoning District- Rural District (RD)

---

---

## Vicinity Map

- See Attached Document

---

---

## Physical Characteristics

Site Description: This is a large lot in our planning zone that is 5.9 acres. The lot used to be a vacant lot but the property owner recently built a 2,100 square foot home on this lot. The home is on a septic tank for sewer but does get water provided by Harnett Regional Water.

Surrounding Land Uses: This is a tract of land that is primarily surrounded by residential and agriculture uses. It is located in our planning zone (ETJ).

---

---

## Services Available

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

---

---

## Zoning District Compatibility

Conditional Use	R-D
Storage Building	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:** Storage buildings are permitted as a conditional use in the Rural District. It does state that the intention behind this allowable conditional use is for pre-existing buildings though.

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

- **Reasoning:** The applicant needs a building to store his vehicles in to keep them from just sitting out in a field. This would cut down on the image of a bunch of vehicles just sitting in a field in our planning zone.

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

- **Reasoning:** This is a large tract of land that is surrounded by similar residential uses in the area. There are other agriculture uses in the area as well. The proposed storage building would be similar in size to the home that he has already built on this site. The parcel is 5.9 acres and would not lead to any overdevelopment on this property.

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

- **Reasoning:** The property is in the area identified for low intensity growth. It is an area that is identified for low intensity land uses. It is intended for large lot single-family residential development. The lot is 5.9 acres and only has one single family dwelling on the lot at the moment that is 2,100 square feet. The proposed storage building is 2,100 square feet.

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

- **Reasoning:** Yes, this is a tract of land that has already been developed with a home. The proposed building would not have running water in the building. The owner would probably connect electricity to the building.

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:** Yes, the property owner already has access to this lot and proposed building. There would not be an increase in traffic on Bryant Road due to this building.

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:** Yes



Attachments:

- GIS zoning district image
- GIS image
- CU-2021-004 application
- CU-2021-004 Staff Report

# Erwin Board of Commissioners

## REQUEST FOR CONSIDERATION

---

To: The Honorable Mayor and Board of Commissioners

From: Snow Bowden, Town Manager

Date: July 1, 2021

Subject: NCGS 160D Updates

---

The Planning Board has looked over the proposed changes to update our ordinances to be in compliance with North Carolina General Statute 160D. They have recommended that the updates that have to be made to be in compliance with the new legislation be approved. We discussed some other proposed changes as well. Later in the year, I might be bringing some other updates that the Planning Board would like to see changed. But due to the need to get these updates approved, I have only included the changes that have to be made to ensure our ordinance is in line with North Carolina General Statute 160D.

Attachments:

- Proposed updates to our ordinances to be in compliance with North Carolina General Statute 160D (separate packet)



# TOWN OF ERWIN

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

## NCGS 160D RESOLUTION ON STATEMENT OF CONSISTENCY ERWIN BOARD OF COMMISSIONERS 2021-2022---001

**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

**WHEREAS**, in accordance with the provisions of North Carolina General Statute 160D, the Board of Commissioners of the Town of Erwin does hereby find and conclude that the proposed Ordinance Amendment is reasonable and in the public interest because it brings the local Ordinances into compliance with applicable North Carolina law.

**NOW THEREFORE BE IT RESOLVED**, the Board of Commissioners of the Town of Erwin does hereby approve and adopt the text amendments to the Zoning Ordinance, Subdivision Ordinance, and Minimum Housing Ordinance as presented.

Adopted this 1st day of July, 2021.

**ATTEST:**

\_\_\_\_\_  
Lauren Evans  
Town Clerk

\_\_\_\_\_  
Randy Baker  
Mayor Pro Tem

# Erwin Board of Commissioners

## REQUEST FOR CONSIDERATION

---

To: The Honorable Mayor and Board of Commissioners

From: Snow Bowden, Town Manager

Date: July 1, 2021

Subject: LED Sign Proposed Text Amendment

---

Town Staff has proposed a text amendment to our sign ordinance. At the moment, LED signs are only permitted in our Highway Business (B-2) Zoning District. Our sign ordinance does allow for Bulletin Board signs to be placed at churches, schools, community centers, and other public institutions. An example of a bulletin board sign is the sign in front of Town Hall. It is an illuminated sign that has an area for a message that is usually made up by placing letters in a row until your message is completed. It is an illuminated sign.

Technology is ever-changing and LED signs are becoming more affordable now and are a lot more practical to use than the former bulletin board sign. With some of these LED signs all, you have to do is log into your account and you can update the sign from anywhere. They allow for an organization to communicate better with the public. Town Staff believes that this is the most minor way to update our sign ordinance to allow LED signs at churches, schools, community centers, and public institutions.

The Planning Board recommended that this proposed text amendment be approved. One thing we discussed was the size of the total sign in proportion to the area of the LED section of the sign. The Planning Board also recommended taking out Subsection D (marked through text) on the proposed new text language. The idea behind it was to allow a school, church, or public institution more flexibility with what they could advertise on the sign.

### Attachments:

- Proposed text amendment to allow LED signs as bulletin boards at churches, schools, community centers, and other public institutions.

## LED Sign Proposed Text Amendment

### Current Language

#### Section 36-548

11. Bulletin boards: Churches, schools, community centers, and other public and institutional uses may erect one sign or bulletin board not exceeding 20 square feet in area for the purpose of displaying the name of the institution and related information. Such signs shall be used as wall signs or shall be located a minimum of 12 feet from the street lot line and side lot or property lines. Where side yards are required, no such sign shall be permitted in the required side yards.

#### Section-36-549

- (7) Changeable copy, electronic reader board, and LED signs are permitted only in the B-2 Highway Business Zoning District under the following conditions:
  - a. If changeable copy, electronic reader board, or LED (also referred to as "electronic display") signs are utilized as a part of a permitted freestanding sign, then the total electronic display area of such freestanding sign shall be a minimum of 30 percent and a maximum of 50 percent changeable copy, electronic reader board, or LED signage.
  - b. Electronic reader board or LED signs that display anything other than the time and temperature shall not change messages or images more often than every ten seconds.
  - c. Electronic display signs shall be comparable in composition, durability, and workmanship to the existing sign.
  - d. Electronic display signs shall not advertise subjects unrelated to the premises upon which it is located.
  - e. Display lighting shall be shielded, or dimmed so as to prevent direct rays of light from being cast into a residential area or district and/or vehicles approaching on a public right-of-way from any direction.

### Proposed Update

11. Bulletin boards/**LED Signs (Electronic Display Sign)**: Churches, schools, community centers, and other public and institutional uses may erect one sign or bulletin board not exceeding 20 square feet in area for the purpose of displaying the name of the institution and related information. Such signs shall be used as wall signs or shall be located a minimum of 12 feet from the street lot line and side lot or property lines. Where side yards are required, no such sign shall be permitted in the required side yards.

Changeable copy, electronic reader board, and LED signs are permitted only in the B-2 Highway Business Zoning District **and for churches, schools, community centers, and other public institutional uses** under the following conditions:

- a. If changeable copy, electronic reader board, or LED (also referred to as "electronic display") signs are utilized as a part of a permitted freestanding sign, then the total electronic display area of such freestanding sign shall be a minimum of 30 percent and a maximum of 50 percent changeable copy, electronic reader board, or LED signage.
- b. Electronic reader board or LED signs that display anything other than the time and temperature shall not change messages or images more often than every ten seconds.
- c. Electronic display signs shall be comparable in composition, durability, and workmanship to the existing sign.
- d. ~~Electronic display signs shall not advertise subjects unrelated to the premises upon which it is located.~~
- e. Display lighting shall be shielded, or dimmed so as to prevent direct rays of light from being cast into a residential area or district and/or vehicles approaching on a public right-of-way from any direction.



# 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

**ORDINANCE OF THE TOWN OF ERWIN, NORTH CAROLINA  
AMENDING 36-548 SIGNS PERMITTED IN ALL DISTRICTS  
AND 36-549 BUSINESS SIGNS  
ORD 2021-2022: 002**

**WHEREAS**, the current language of 36-548 Signs permitted in all districts and 36-549 Business Signs reads:

Section 36-548

12. Bulletin boards: Churches, schools, community centers, and other public and institutional uses may erect one sign or bulletin board not exceeding 20 square feet in area for the purpose of displaying the name of the institution and related information. Such signs shall be used as wall signs or shall be located a minimum of 12 feet from the street lot line and side lot or property lines. Where side yards are required, no such sign shall be permitted in the required side yards.

Section-36-549

- (7) Changeable copy, electronic reader board, and LED signs are permitted only in the B-2 Highway Business Zoning District under the following conditions:
  - a. If changeable copy, electronic reader board, or LED (also referred to as "electronic display") signs are utilized as a part of a permitted freestanding sign, then the total electronic display area of such freestanding sign shall be a minimum of 30 percent and a maximum of 50 percent changeable copy, electronic reader board, or LED signage.
  - b. Electronic reader board or LED signs that display anything other than the time and temperature shall not change messages or images more often than every ten seconds.
  - c. Electronic display signs shall be comparable in composition, durability, and workmanship to the existing sign.
  - d. Electronic display signs shall not advertise subjects unrelated to the premises upon which it is located.

- e. Display lighting shall be shielded, or dimmed so as to prevent direct rays of light from being cast into a residential area or district and/or vehicles approaching on a public right-of-way from any direction.

**WHEREAS**, the Town of Erwin wishes to amend the current language of the same in order to better reflect the desired development and type of signs within the Town's Planning Jurisdiction; and

**WHEREAS**, the Town of Erwin wishes to amend the current language of the same to read:  
Section 36-548

12. Bulletin boards/**LED Signs (Electronic Display Sign)**: Churches, schools, community centers, and other public and institutional uses may erect one sign or bulletin board not exceeding 20 square feet in area for the purpose of displaying the name of the institution and related information. Such signs shall be used as wall signs or shall be located a minimum of 12 feet from the street lot line and side lot or property lines. Where side yards are required, no such sign shall be permitted in the required side yards.

Section-36-549

- (7) Changeable copy, electronic reader board, and LED signs are permitted only in the B-2 Highway Business Zoning District **and for churches, schools, community centers, and other public institutional uses** under the following conditions:
  - a. If changeable copy, electronic reader board, or LED (also referred to as "electronic display") signs are utilized as a part of a permitted freestanding sign, then the total electronic display area of such freestanding sign shall be a minimum of 30 percent and a maximum of 50 percent changeable copy, electronic reader board, or LED signage.
  - b. Electronic reader board or LED signs that display anything other than the time and temperature shall not change messages or images more often than every ten seconds.
  - c. Electronic display signs shall be comparable in composition, durability, and workmanship to the existing sign.
  - d. ~~Electronic display signs shall not advertise subjects unrelated to the premises upon which it is located.~~
  - e. Display lighting shall be shielded, or dimmed so as to prevent direct rays of light from being cast into a residential area or district and/or vehicles approaching on a public right-of-way from any direction.



**NOW, THEREFORE, BE IT ORDAINED** by the Board of Commissioners of the Town of Erwin, North Carolina that the current language as herein found with respect to 36-548 and 36-549 of the Town Code is stricken where indicated by strikethrough lines and include such language as herein indicated by bold print.

Adopted this 1st day of July, 2021.

**ATTEST:**

---

Randy Baker  
Mayor Pro Tem

---

Lauren Evans  
Town Clerk

# Erwin Board of Commissioners

## REQUEST FOR CONSIDERATION

---

To: The Honorable Mayor and Board of Commissioners

From: Snow Bowden, Town Manager

Date: July 1, 2021

Subject: Proposed 4-Way Stop Sign

---

At our June Planning Board meeting, we discussed making St. Matthews Road and Hope Street a four-way stop intersection. The Planning Board did not see the need to make this a four-way stop intersection. They thought speed bumps would be enough to slow people down. They did recommend making the intersection of St. Matthews Road and Wondertown Drive a four-way stop intersection. We also discussed making the intersection of St. Matthews Road and Pope Street a three-way stop intersection. This is one area in Town where we receive the most speeding complaints.



# 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

## AN ORDINANCE AMENDING THE ERWIN TOWN CODE TRAFFIC APPENDIX 1 TO SECTION 109

ORD 2021-2022: 003

**BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE TOWN OF ERWIN:**

**WHEREAS**, Sec. 109 Traffic Appendix 1 Intersections at which "stop" is required before entering (see section 32-168):

Adding the following:

St Matthews and Wondertown Drive

Add a stop sign in all four North, South, East, and West direction(s)

**WHEREAS**, this ordinance shall be effective upon adoption.

**Duly Adopted**, this the 1st day of July 2021.

---

Randy Baker  
Mayor Pro Tem

**ATTEST:**

---

Lauren Evans  
Town Clerk



# TOWN OF ERWIN

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

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

## AN ORDINANCE AMENDING THE ERWIN TOWN CODE TRAFFIC APPENDIX 1 TO SECTION 109

ORD 2021-2022: 004

**BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE TOWN OF ERWIN:**

**WHEREAS**, Sec. 109 Traffic Appendix 1 Intersections at which "stop" is required before entering (see section 32-168):

Adding the following:

St Matthews and Pope Street

Add a stop sign in the North, South, and West direction(s)

**WHEREAS**, this ordinance shall be effective upon adoption.

**Duly Adopted**, this the 1st day of July 2021.

---

Randy Baker  
Mayor Pro Tem

**ATTEST:**

---

Lauren Evans  
Town Clerk