

**TOWN OF HUNTERSVILLE
TOWN BOARD MEETING
MINUTES**

**January 4, 2016
6:30 p.m. – Town Hall**

PRE-MEETING

The Huntersville Board of Commissioners held a pre-meeting at the Huntersville Town Hall at 5:45 p.m. on January 4, 2016.

GOVERNING BODY MEMBERS PRESENT: Mayor John Aneralla; Commissioners Melinda Bales, Dan Boone, Mark Gibbons, Charles Guignard, Rob Kidwell and Danny Phillips.

Meet and Greet. The Board met with applicants for vacancies on the Parks & Recreation Commission and the Greenway, Trail and Bikeway Commission.

There being no further business, the pre-meeting was adjourned.

**REGULAR MEETING
TOWN OF HUNTERSVILLE
BOARD OF COMMISSIONERS**

The Regular Meeting of the Huntersville Board of Commissioners was held at the Huntersville Town Hall at 6:30 p.m. on January 4, 2016.

GOVERNING BODY MEMBERS PRESENT: Mayor John Aneralla; Commissioners Melinda Bales, Dan Boone, Mark Gibbons, Charles Guignard, Rob Kidwell and Danny Phillips.

Mayor Aneralla called the meeting to order.

Mayor Aneralla called for a moment of silence.

Mayor Aneralla led the Pledge of Allegiance.

MAYOR AND COMMISSIONER REPORTS/STAFF QUESTIONS

Mayor Aneralla

- The next meeting of the Metropolitan Transit Commission is January 27.

Commissioner Bales – No Report.

Commissioner Boone

- The Huntersville Police Department was able to sponsor 26 families for the holidays with the Helping Hands for the Holidays initiative. Reported on recent HPD significant incidents.
- Expressed appreciation to the first responders for their efforts during the recent flooding.

Commissioner Gibbons

- The first quarter meeting of the NC 73 Council of Planning has not been scheduled yet.
- No Veterans Affairs at this time.

Commissioner Guignard

- The next meeting of the Centralina Council of Governments is in two weeks.
- The Planning Coordinating Committee has not met yet.

Commissioner Kidwell

- The next meeting of the Olde Huntersville Historic Society is January 6.
- Reminded everyone of Helping Others Help Themselves (H.O.H.T.), a Lake Norman job resource for men and women seeking employment and employers looking for qualified individuals.

Commissioner Phillips

- Several Lake Norman area restaurants will be participating in Queen's Feast – Charlotte's Restaurant Week, January 22-31.

PUBLIC COMMENTS, REQUESTS, OR PRESENTATIONS

Dee Jetton, HFFA Director, presented Certificates of Achievement to Carolina Diving Academy and SwimMac athletes.

AGENDA CHANGES

Commissioner Kidwell made a motion to add Item E under Other Business – Public Information Officer Update/Discussion.

Commissioner Phillips seconded motion.

Motion carried unanimously.

Commissioner Guignard made a motion to adopt the agenda, as amended.

Commissioner Phillips seconded motion.

Motion carried unanimously.

PUBLIC HEARINGS

Mayor Aneralla recognized Planning Board members present: Hal Bankirer, Bill Walsh and Janice Lewis.

Street Name Petition. Mayor Aneralla called to order public hearing on Street Name Change Petition for Seigle Drive, a request by the Town of Huntersville to rename all of Seigle Drive to Seagle Street.

Meredith Nesbitt, Planner I, reviewed the Staff Report. *Staff Report attached hereto as Attachment No. 1.*

The Town of Huntersville submitted a petition signed by 75 percent of the property owners abutting the street, however 100 percent of the property owners whose lot is addressed on Seigle Drive and therefore would be directly affected by the name change, signed the petition.

There being no further comment, Mayor Aneralla closed the public hearing

OTHER BUSINESS

Street Name Petition. Street Name Change Petition Seigle Drive is a request by the Town of Huntersville to rename all of Seigle Drive to Seagle Street, a length of 0.28 miles, beginning at Ramah Church Road and ending south of Hord Drive.

Commissioner Guignard made a motion to approve the street name change from Seigle Drive to Seagle Street.

Commissioner Bales seconded motion.

Motion carried unanimously.

Petition #TA15-05. Petition #TA15-05 is a request by Primal Brewery and the Town of Huntersville to amend Articles 3.2.9(a) and 3.2.10(a) of the Zoning Ordinance to allow temporary mobile food sales as a use permitted with conditions in the Corporate Business and Special Purpose zoning districts.

Staff Report attached hereto as Attachment No. 2.

Commissioner Kidwell made a motion in considering the proposed amendment TA15-05 to amend Article 3.2.10(a) (Special Purpose Zoning District) and Article 3.2.9(a) (Corporate Business Zoning District) of the Zoning Ordinance, the Town Board recommends approval based on the amendment being consistent with Policy ED-12 Business Retention and Expansion, of the Huntersville Community Plan and adding temporary mobile food sales would complement the use of the SP and CB zoning districts, therefore it is reasonable and in the public interest to amend the Zoning Ordinance because temporary mobile food sales will also provide added economic activity in the SP and CB zoning districts.

Commissioner Guignard seconded motion.

Motion carried unanimously.

Bryton Single Family Subdivision. Mayor Aneralla pointed out this item is quasi-judicial.

Mayor Aneralla swore in Jack Simoneau, David Peete, Max Buchanan, and Scott Munday.

David Peete, Principal Planner, entered the Staff Report into the record. *Staff Report attached hereto as Attachment No. 3.* This is a 202 lot subdivision proposed in the Bryton development. It's on 85 acres. You can see its location here in the black outline. There is a first phase that is located generally in this area that I'm highlighting that is already approved. In other words, it is being developed under the previous subdivision plan that I'm going to show you in just a second. This new sketch is rolling back into the rest of the changes. There's a bit of a portion of it that's already underway. This would be Phase Two and future phases.

This was the originally approved subdivision sketch from 2006. You can see the lots that are laid out and the middle area along the creek, not a whole lot of development there and then there's a park located here. In essence the changes are very subtle. The general road layout is about the same. All of the off-site connection points.....excuse me not their location but the number are exactly the same as they were in 2006. And so you can see a quick comparison here between it. It's really more of a re-do, if you will, of an old plan.

It is zoned Neighborhood Residential so it's not in the Transit Oriented Development like most of Bryton. It is developing under the NR. There is no rezoning component. This is by the zoning designation. I can zoom in on certain aspects of it if you would like, but you can see in the Staff Report all of the references in our comprehensive plan.

There will not be any specific transportation improvements specific to this revision because of the very large transportation package that was done back when Bryton was first initiated in 2005. The Adequate Public Facilities Ordinance was also taken into account at the very first year that we did that, so all of that has been taken into play. The Planning Board recommended at its December meeting approval as conditioned by the staff. If you look at Part 5 of the Staff Report, in essence the indication here is that the application we find is complete. We find that it is in compliance with the subdivision regulations with a couple of exceptions. The greenway issue, there was a note about the western boundary, meaning there was an offsite improvement that would be done in association with this. And I can elaborate on that if you would like. There's a dedication of the entire Everette Keith Road right-of-way on the extreme eastern edge. That has already been taken care of and the plan has been amended to do that. There is a conditional note about when the permits or the final plat would be issued for this and the applicants have agreed to that as well. Of course there's always some minor comments and such that will be cleared up through Engineering and the Planning Department. With that, we do recommend approval. The applicants are here.

Mayor Aneralla said would either of the applicants like to make any statements at this time.

Scott Munday said I just want to highlight a few key features of our plan relevant to the old plan. There's really kind of three key items, if you will. One is while we do have four more units overall, there's less density per acre because we've added 16 or so acres. Our plan converts a much higher percentage of common open space to urban open space. There's more activity and trails, things of that nature that are beneficial to not only the community but Huntersville as well. Three times the amount of urban open space was the park land. And lastly our plan saves more trees quite frankly. Some three times more specimen tree count. We're proud to present what we believe is a much improved plan.

Commissioner Bales said can you elaborate on the greenway, the open space that you are setting aside.

Mr. Peete said there's two portions to the urban open space to comply with the regulations. Along the creek here this is a very sizable creek, very deep, there's going to be a fully built county-to-county cross section of the greenway located here. You can see it colored in. And then it will cross the road and it will, I believe the updated alignment is it continues north, it does not cross over again. That takes care of the proximity of the majority of the lots being near this important part of our greenway masterplan, but they will also be doing another one that goes underneath this Duke Power easement and originally it was going to be a reservation but now they are actually going to build it so that they can get credit for it. It will go from this road all the way over on the western edge. So between those two pieces being fully built there will be some nice legs to the greenway section.

Commissioner Bales said the second section that you were just referring to, is that a section that's currently on Huntersville's Greenway Masterplan.

Mr. Peete said yes. It is part of the Carolina Thread Trail.

Commissioner Bales said that's what I thought, I just needed confirmation.

Commissioner Guignard said the future Everette Keith, can you tell us what the width of that right-of-way dedication is.

Mr. Peete said I would have to look real quick.....70' Mr. Bill Coxe is indicating to me. That is the extension of Everette Keith that will go north to Verhoeff.

Commissioner Guignard said that helps to complete the connection all the way up to Verhoeff then.

Mr. Peete said it would be their portion of it, yes. There would be a section south of them that is not paved and then of course there's the northern part that would cross the creek that would be some time away.

Commissioner Guignard said so is the petitioner involved in that build-out at some point.

Mr. Peete said by ordinance they are not required to build it. It's not needed to service any of their lots. They are merely dedicating the right-of-way.

Commissioner Kidwell made a motion in considering Bryton Single Family Sketch Plan we the Town Board find the application complete, that it complies with all applicable requirements and is supported by the following findings. It is consistent with the 2030 Huntersville Community Plan and complies with findings of fact outlined in Parts 2 through 4 of this report under the conditions noted in this report. We the Town Board of Huntersville approve the sketch plan for the Bryton development.

Commissioner Bales seconded motion.

Motion carried unanimously.

Land Development Ordinances Advisory Board. Commissioner Guignard made a motion to appoint Commissioner Dan Boone as Chairman of the Land Development Ordinances Advisory Board.

Commissioner Gibbons seconded motion.

Motion carried unanimously.

Commissioner Boone gave brief overview of the new advisory board.

Public Information Officer Update/Discussion. Greg Ferguson, Town Manager, explained that the FY 2016 budget included the addition of a Public Information Officer position effective January 2016. The position was advertised and about 40 applications were received. The top three candidates were interviewed and have been tentatively ranked 1, 2 and 3. Staff is prepared to make an offer depending on the discussion tonight.

Mr. Ferguson reviewed the responsibilities of the position. Currently, the Assistant to the Manager and individual departments are responsible for putting information out. The new PIO position would be responsible for a proactive communications plan that the Town doesn't currently have.

Following discussion concerning whether position is needed, it was the general consensus of the Board not to fill the PIO position at this time.

CONSENT AGENDA

Approval of Minutes. Commissioner Guignard made a motion to approve the minutes of the December 21, 2015 Regular Town Board Meeting. Commissioner Bales seconded motion. Motion carried unanimously.

Property Tax Refunds. Commissioner Guignard made a motion to approve SL362 Property Tax Refund Report No. 51. Commissioner Bales seconded motion. Motion carried unanimously.

Property Tax Refund Report attached hereto as Attachment No. 4.

Budget Amendment. Commissioner Guignard made a motion to approve budget amendment appropriating loan proceeds (refunding of 2004 GO Bonds) in the amount of \$50,807.28 to provide for issuance costs (attorney fees, financial advisors fees, advertising, Local Government Commission costs, etc.). Commissioner Bales seconded motion. Motion carried unanimously.

Call for Public Hearing – Petition #R15-03. Commissioner Guignard made a motion to call a public hearing for Monday, February 1, 2016 at 6:30 p.m. at Huntersville Town Hall on Petition #R15-03, a request by Ethan Wakeman to rezone property located at 16516 and 16508 Old Statesville Road from Corporate Business to Highway Commercial – Conditional District for a pet daycare. Commissioner Bales seconded motion. Motion carried unanimously.

Call for Public Hearing – Petition #TA15-07. Commissioner Guignard made a motion to call a public hearing for Monday, February 1, 2016 at 6:30 p.m. at Huntersville Town Hall on Petition #TA15-07, a request by the Town of Huntersville to update Article 9.37.2, Temporary Mobile Food Sale Condition, to remove the up to a maximum of four (4) days per week and major holiday operating condition for temporary mobile food sales that are permitted as an accessory use on non-residential lots. Commissioner Bales seconded motion. Motion carried unanimously.

CLOSING COMMENTS

None

There being no further business, the meeting was adjourned.

Approved this the ____ day of _____, 2016.