

Mayor
John Aneralla

Mayor Pro-Tem
Danny Phillips

Commissioners
Melinda Bales
Dan Boone
Mark Gibbons
Charles Guignard
Rob Kidwell

Town Manager
Gregory H. Ferguson



Department Heads
Max Buchanan, Public Works
Jackie Huffman, Finance
Michael Jaycocks, Parks&Rec
Jack Simoneau, Planning
Cleveland Spruill, Police Chief

Assistant Town Manager
Gerry Vincent

Town Clerk
Janet Pierson

Town Attorney
Bob Blythe

AGENDA

Regular Town Board Meeting December 19, 2016 - 6:30 PM

TOWN HALL (101 Huntersville-Concord Road)

I. Pre-meeting

- A. Closed Session - Consultation with Attorney. (5:30 p.m.)
- B. Recreation Center Update. (5:45 p.m.)
- C. Lake Norman Soccer Club. (6:00 p.m.)

II. Call to Order

III. Invocation - Moment of Silence

IV. Pledge of Allegiance

V. Mayor and Commissioner Reports-Staff Questions

- A. Mayor Aneralla (Metropolitan Transit Commission, Commerce Station Management Team, North Meck Alliance)
- B. Commissioner Bales (Lake Norman EDC, Lake Norman Education Collaborative)
- C. Commissioner Boone (Public Safety Liaison, Land Development Ordinances Advisory Board)
- D. Commissioner Gibbons (NC 73 Council of Planning, Veterans Liaison)
- E. Commissioner Guignard (Centralina Council of Governments, Planning Coordinating Committee)
- F. Commissioner Kidwell (Charlotte Regional Transportation Planning Organization, Olde Huntersville Historic Society)
- G. Commissioner Phillips (Lake Norman Chamber Board, Visit Lake Norman Board)

VI. Public Comments, Requests, or Presentations

VII. Agenda Changes

- A. Agenda changes, if any.
- B. Adoption of Agenda.

VIII. Public Hearings

IX. Other Business

- A. Consider appointments to the Parks & Recreation Commission. *(Michael Jaycocks)*
- B. Consider appointments to the Greenway, Trail & Bikeway Commission. *(Michael Jaycocks)*
- C. Consider decision on Magnolia Walk subdivision sketch plan. *(David Peete)*
- D. Consider amending General Fund budget transferring \$1,364,870.08 to the Recreation Center Capital Project Ordinance and authorize the Recreation Center budget expenditure of same amount. *(Jackie Huffman/Michael Jaycocks/Gerry Vincent/Greg Ferguson)*
- E. Consider approving the Town of Huntersville and Central Piedmont Community College Joint Use Agreement. *(Michael Jaycocks)*
- F. Consider approving the Guaranteed Maximum Price from Rodgers Builders, Inc. for the Recreation Center. *(Michael Jaycocks)*
- G. Consider adopting an Ordinance to Amend Title IX, General Regulations, Chapter 94: Animals. *(Bob Blythe)*
- H. Consider awarding bid for extension of Commerce Station Drive and authorize Town Manager and Town Attorney to sign contract. *(Greg Ferguson)*
- I. Considering adopting resolution authorizing interlocal agreement between the Towns of Davidson, Cornelius and Huntersville creating the North Mecklenburg Alliance. *(Mayor Aneralla)*
- J. Consider authorizing Town Manager to lease property at 102 N. Old Statesville Road to Foster's Frame for a 1-year term. *(Greg Ferguson)*
- K. Approve FY 2017-2018 Community Development Block Grant Program application. *(Christina Schildgen)*
- L. Approve budget amendment recognizing insurance revenue in the amount of \$6,311.72 and appropriate to the Police Department's insurance account. *(Jackie Huffman/Chief Spruill)*

X. Consent Agenda

- A. Approve the minutes of the December 1, 2016 Special Town Board Meeting. *(Janet Pierson)*
- B. Approve minutes of the December 5, 2016 Regular Town Board Meeting. *(Janet Pierson)*
- C. Approve amended Commerce Station Capital Project Ordinance. *(Jackie Huffman/Greg Ferguson)*
- D. Adopt Gilead Road Project West onto the current Huntersville Projected Capital Improvement Program as a separate and specific transportation project. *(Max Buchanan)*
- E. Call a public hearing for Tuesday, January 17, 2017 at 6:30 p.m. at Huntersville Town Hall on Petition #TA16-11, a request by the Town of Huntersville to amend Article 14 of the Huntersville Zoning Ordinance to modify the Traffic Impact Analysis requirements. *(Jack Simoneau)*
- F. Adopt resolution of intent to close and abandon a portion of (old) McCoy Road and call a public hearing for Monday, February 6, 2017 at 6:30 p.m. at Huntersville Town Hall on Petition for Abandonment, a request by Bank of America, N.A. as Trustee for the Nations Bank Pension Plan and PAAK-EM, LLC to abandon a portion of the former right-of-way for McCoy Road located north and south of Julian Clark Boulevard. *(Meredith Nesbitt)*

XI. Closing Comments

XII. Adjourn

To speak concerning an item on the Agenda, please print your name and address on the sign-up sheet on the table outside the Board Room prior to the meeting. If you wish to speak concerning an item that is added to the Agenda during the meeting, please raise your hand during that item. Each speaker will be limited to no more than 3 minutes. The Mayor, as the presiding officer may, at his discretion, shorten the time limit for speakers when an unusually large number of persons have signed up to speak.

**AS A COURTESY, PLEASE TURN CELL PHONES
OFF WHILE MEETING IS IN PROGRESS**

Town of Huntersville
REQUEST FOR BOARD ACTION
12/19/2016

REVIEWED:

To: The Honorable Mayor and Board of Commissioners
From: Michael Jaycocks
Subject: Parks and Recreation Committee Appointments

The Parks and Recreation Committee has six openings. This includes four three year terms, one - two year term and one - one year term. Rich Lange and Henry Stiene are both reapplying.

ACTION RECOMMENDED:

Appoint four members to three year terms ending on December 31, 2019
Appoint one member to a two year term ending on December 31, 2018
Appoint one member to an one year term ending on December 31, 2017

FINANCIAL IMPLICATIONS:

None

ATTACHMENTS:

Description	Type
☐ Attendance	Backup Material
☐ PRC Map	Backup Material
☐ Applications	Backup Material

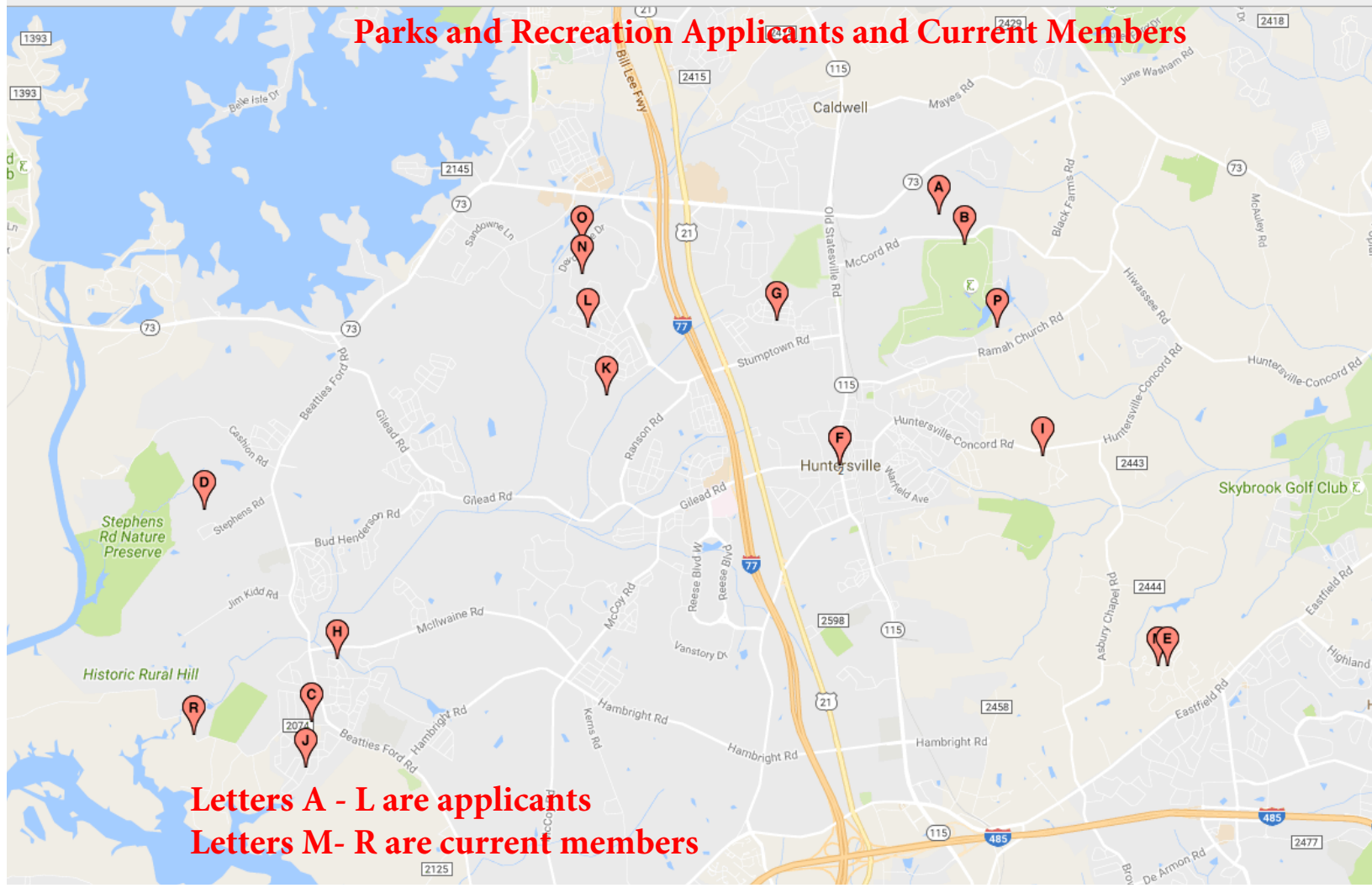
Greenway & Bikeway Committee Attendance

		January	February	March	April	May	June	July	August	September	October	November	December	Total
16	Johnathan Bryant, Secretary									absent				1
16	Judy Case					absent	absent				absent			3
17	Jon Bradshaw, Vice Chair	absent					absent		absent	absent				4
17	Roger Diedrich													0
17	Jeff Fissel				absent			absent				absent		3
17	David Snider				absent	absent	absent			absent				4
18	Todd Steiss, Chair													0
18	Frank Gammon													0
18	Skye Jaundoo			absent				absent		absent	absent			4

Parks & Recreation Committee Attendance

		January	February	March	April	May	June	July	August	September	October	November	December	Total
16	Anne-Marie Stevenson, Vice Chair									absent				1
16	Rich Lange, Chair	absent		absent								absent		3
16	Hank Stiene													0
16	Cyndi Hovis			absent			absent							2
17	Justin Moore										resigned	resigned	resigned	0
17	Brett Hutchins			absent										1
17	Cathleen Gallagher											absent		1
18	John O'Neill				absent			absent						2
18	Geoff Steele										absent			1

Parks and Recreation Applicants and Current Members



Letters A - L are applicants
Letters M- R are current members

Parks and Recreation Applicants

Edward Cecil
16435 Cobbleview Lane
Huntersville, NC 28078

A

John Mielke
6048 Latta Springs Circle
Huntersville, NC 28078

J

Brent Cagle
12646 Willingdon Road
Huntersville, NC 28078

B

Thorne Montague
9033 McDiarmid Lane
Huntersville, NC 28078

K

Henry Stiene Reapplying
6525 Neck Road
Huntersville, NC 28078

C

Ryan Lougheed
14335 Harvington Drive
Huntersville, NC 28078

L

Jason Hammock
6235 Stephens Grove Lane
Huntersville, NC 28078

D

Rich Lange Reapplying
13520 Long Common Parkway
Huntersville, NC 28078

E

Kathy Jones
104 Walters Street
Huntersville, NC 28078

F

Kimberly Wilhelm
16714 Spruell Street
Huntersville, NC 28078

G

John Cummings
12808 Coral Sunrise Drive
Huntersville, NC 28078

H

Stephen "Scott" Woodbury
15620 Guthrie Drive
Huntersville, NC 28078

I

Current Parks and Recreation Members

Cathleen Gallagher

6522 Fairsted lane

Huntersville, NC 28078

M

Not Reapplying

Cyndi Hovis

9337 Uxbridge lane

Huntersville, NC 28078

N

Brett Hutchins

9427 Devonshire Drive

Huntersville, NC 28078

O

John O'Neill

13817 Bramborough Road

Huntersville, NC 28078

P

Applying for Greenway

Geoff Steele

13510 McCoy Ridge Drive

Huntersville, NC 28078

Q

Not Reapplying

Anne-Marie Stevenson

5206 Neck Road

Huntersville, NC 28078

R

Name Brent Cagle Home Phone 704-992-9569
Home Address 12646 Willingdon Rd, Huntersville Zip Code 28078
E-Mail Address bcagle1@roadrunner.com
Present Occupation Aviation Director Work Phone 704-534-4360
Place of Employment City of Charlotte, Airport
Approximate Hours Available Per Month for Serving On Advisory Board 15-20
Name of Any Town or County Boards/Committees/Commissions You Are Presently Serving On:
 Expiration Date
 Expiration Date
Education Masters of Public Administration

Business and Civic Experience Regular interation with Charlotte Regional Partnership, Charlotte Chamber,
Arts and Science Council, Rotary Club, and other organizations/associations related to airport operations

Areas of Expertise and Interests/Skills Public Sector Management, Budget, Long Range Vision/Planning

I, undersigned, understand this application will be kept on the active file for a two (2) year period

Blent Eagle 11/3/16
(Signature of Applicant) (Date)

Background Information:

Name EDWARD WM. CECIL Home Phone 415-531-6475 (cell)

Home Address 16435 COBBLEVIEW LN Zip Code 28078

E-Mail Address EWCECILLAW@AOL.COM

Present Occupation ATTORNEY-AT-LAW (RETIRED) Work Phone _____

Place of Employment _____

Approximate Hours Available Per Month for Serving On Advisory Board OPEN

Name of Any Town or County Boards/Committees/Commissions You Are Presently Serving On:

BOARD OF ADJUSTMENTS Expiration Date JUNE 2019

Expiration Date _____

Education BA PRE-LAW/ POLITICAL SCIENCE

JURIS DOCTOR (LAW)

Business and Civic Experience ATTORNEY OVER 40 YEARS; POLICE ADVISORY AND

REVIEW BOARD (FORMER COMMISSIONER AND CHAIRMAN); CRIME STOPPERS;

MOTHERS' AGAINST DRUNK DRIVING (FORMER MEMBER/ATTORNEY); ROTARY INTERNATIONAL
(FORMER MEMBER, DISTRICT CHAIRMAN, PRESIDENT ELECT); HUNTSVILLE 101

Areas of Expertise and Interests/Skills AS NOTED ABOVE. OWN LAW FIRM FOR OVER
40 YEARS. COMMISSIONER POLICE NOVATO PD, CITY NOVATO, CALIF. ABILITY
TO WORK WITH PEOPLE, THINK LOGICALLY, AND UNDERSTAND RECREATIONAL
NEED OF COMMUNITY

I, undersigned, understand this application will be kept on the active file for a two (2) year period

Edward Cecil
(Signature of Applicant)

November 16, 2017
(Date)

Background Information:

Name JOHN CUMMINGS Home Phone 304-633-9464

Home Address 12808 Coral Sunrise Dr, Hunt Zip Code 28078

E-Mail Address john@jcumings.net

Present Occupation Consultant Work Phone 304-633-9464

Place of Employment MICROSOFT

Approximate Hours Available Per Month for Serving On Advisory Board 20

Name of Any Town or County Boards/Committees/Commissions You Are Presently Serving On:

Expiration Date _____

Expiration Date _____

Education BS - Marshall University

Business and Civic Experience Create Huntington Board - Huntington, WV

United Way Giving Campaign - Huntington, WV

Make-A-Wish Intake Volunteer - Huntington, WV

Areas of Expertise and Interests/Skills _____

Where needed

I, undersigned, understand this application will be kept on the active file for a two (2) year period

John M Cum 10/31/2016
(Signature of Applicant) (Date)

Background Information:

Name Jason Hammock Home Phone 704-584-5893

Home Address 6235 Stephens Grove Lane Zip Code 28078

E-Mail Address jhammock75@gmail.com

Present Occupation Business Development Manager Work Phone 704-607-7875

Place of Employment Fabrinet, USA

Approximate Hours Available Per Month for Serving On Advisory Board 16-20 hrs.

Name of Any Town or County Boards/Committees/Commissions You Are Presently Serving On:

N/A Expiration Date _____

N/A Expiration Date _____

Education B.Sc. Chemistry, MBA - Finance, PMP (Project Management Professional),
SDRM (Strategic Decision & Risk Management)

Business and Civic Experience Experience w/ all aspects of business management.
Volunteering @ son's school (Barnette Elementary), ad-hoc financial consulting
on a pro-bono basis

Areas of Expertise and Interests/Skills Business management, project management,
engaging dialogue. Interests include hiking, biking, fishing, any time spent w/ the

I, undersigned, understand this application will be kept on the active file for a two (2) year period

family

Jason Hammock November 2, 2016

Background Information:

Name Kathy Jones Home Phone 704-575-1414
Home Address 104 Walters Street Zip Code 28078
E-Mail Address Kathymariejones@bellsouth.net
Present Occupation data Analyst Work Phone 704-816-5899
Place of Employment Premier Inc.
Approximate Hours Available Per Month for Serving On Advisory Board 10

Name of Any Town or County Boards/Committees/Commissions You Are Presently Serving On:

- Expiration Date _____

_____ Expiration Date _____

Education Pfeiffer University - BS Health Administration w/ concentration on LTC (2015)

Business and Civic Experience OHHS - 4 yrs - current President
Big Brothers/Big Sisters, Hands On Charlotte

Areas of Expertise and Interests/Skills Senior population, Huntersville
Native

I, undersigned, understand this application will be kept on the active file for a two (2) year period

Kathy M Jones
(Signature of Applicant)

10-28-16
(Date)

Background Information:

Name Rich Lange Home Phone 704-618-5187

Home Address 13520 Long Common Parkway Huntersville Zip Code 28078

E-Mail Address richlange1@yahoo.com

Present Occupation Small Business Owner Work Phone 704-618-5187

Place of Employment Remarkable Receptions

Approximate Hours Available Per Month for Serving On Advisory Board 20

Name of Any Town or County Boards/Committees/Commissions You Are Presently Serving On:

Chair, Huntersville Park and Recreation Commission Expiration Date 12/31/2016

Recreation Regional Partnership Committee, HPRC Competition Committee, Waymer Center Planning Expiration Date 12/31/2016

Education BS, Communications (Broadcasting) Appalachian State University

Business and Civic Experience Past PTSA Vice -President and President at Waddell Language Academy (2009, 2010).

Board Member, Olmsted Neighborhood Association (2013, 2014) , Current President of North Mecklenburg High School PTSA, Former Marketing Director at WBT/WLNK

Former Marketing Director at WWMG/WEND , Former Marketing Director ESPN Radio, Charlotte (WZVG), Freelance Event Producer, Small Business Owner since 2005

Areas of Expertise and Interests/Skills Creating and Producing Experiential Events, Brand Marketing, Sports Marketing. Youth Opportunities. I enjoy serving the community

I live in and making a difference through leadership positions. I enjoy spending time with my family through various activities like traveling and keeping up with the Carolina Panthers.

I, undersigned, understand this application will be kept on the active file for a two (2) year period

Rich Lange
(Signature of Applicant)

11/07/2016

(Date)

Background Information:

Name RYAN LOUGHEED Home Phone 847 809-5855

Home Address 14335 Harvington Dr. Zip Code 28078

E-Mail Address RTL924@Yahoo.com

Present Occupation VP Program Oversight Work Phone 980 386 9545

Place of Employment Bank of America

Approximate Hours Available Per Month for Serving On Advisory Board 10

Name of Any Town or County Boards/Committees/Commissions You Are Presently Serving On:

None Expiration Date _____

None Expiration Date _____

Education AAS - Law Enforcement, BS - Business, MBA, MSc - Public Administration

Business and Civic Experience 10 years business (Financial Services & Management)

7 years Law Enforcement Experience (Local and Federal)

Community Development Projects: Mid-City Collaborative - Post Hurricane Katrina Redevelopment, Pilsen Neighborhood (Chicago) Law Development Project

Areas of Expertise and Interests/Skills Public Service, Law Enforcement | Crime Prevention, Risk Management, Community Development

I, undersigned, understand this application will be kept on the active file for a two (2) year period

[Signature]
(Signature of Applicant)

11/15/16
(Date)

Background Information:

Name John Mielke Home Phone 704-222-2822

Home Address 6048 Latta Springs Cir. Zip Code 28078

E-Mail Address JOHNPMIELKE@YAHOO.COM

Present Occupation Electronic Commerce Manager Work Phone 704-954-1625

Place of Employment BB&T

Approximate Hours Available Per Month for Serving On Advisory Board 16

Name of Any Town or County Boards/Committees/Commissions You Are Presently Serving On:

Expiration Date _____

Expiration Date _____

Education Bachelors of Economics

Business and Civic Experience _____

US Coast Guard Auxilliary former Flotilla Commander
American Canoe Association - Certified Instructor

Areas of Expertise and Interests/Skills Paddling, Biking, Hiking

I, undersigned, understand this application will be kept on the active file for a two (2) year period

John Mielke 11/20/16
(Signature of Applicant) (Date)

Background Information:

Name Thorne Montague Home Phone 704 756-2978

Home Address 9033 McDiarmid Ln Zip Code 28078

E-Mail Address ETMTRADER@Hotmail.com

Present Occupation Day-trailer Work Phone 704-756-2978

Place of Employment Home

Approximate Hours Available Per Month for Serving On Advisory Board 8

Name of Any Town or County Boards/Committees/Commissions You Are Presently Serving On:

Expiration Date _____

Expiration Date _____

Education BA Economics SMU '83

Business and Civic Experience Owner - Montague Properties '88-'98

Areas of Expertise and Interests/Skills Interests - Greenways;
Dirtways & trails

I, undersigned, understand this application will be kept on the active file for a two (2) year period

Thorne Montague
(Signature of Applicant)

11/28/16
(Date)

Background Information:

Name Henry J. Stiene Home Phone 704-948-1982

Home Address 6525 Neck Rd. Zip Code 28078-8300

E-Mail Address henrystiene511@hotmail.com

Present Occupation evening attendant Work Phone _____

Place of Employment St. Mark Catholic Church

Approximate Hours Available Per Month for Serving On Advisory Board 20

Name of Any Town or County Boards/Committees/Commissions You Are Presently Serving On:

Huntersville Park & Rec. Expiration Date 12-31-16

Expiration Date _____

Education High school, telecommunications trade schools

Business and Civic Experience Volunteer at Latta Plantation

Areas of Expertise and Interests/Skills Provide safe parks and greenways for my family.

I, undersigned, understand this application will be kept on the active file for a two (2) year period

Henry J. Stiene
(Signature of Applicant)

11-1-16
(Date)

Background Information:

Name Kimberly K. Wilhelm Home Phone 704-965-2765

Home Address 16714 Spruell St. Huntersville, NC Zip Code 28078

E-Mail Address kimmerw10@yahoo.com

Present Occupation Chief Investment Officer Work Phone 704-940-4287

Place of Employment Matrix Wealth Advisors, Inc.

Approximate Hours Available Per Month for Serving On Advisory Board flexible

Name of Any Town or County Boards/Committees/Commissions You Are Presently Serving On:

N/A Expiration Date _____

Expiration Date _____

Education B.A.in Mathematics SUNY Geneseo (1994)

Certified Investment Management Analyst (CIMA) designation - Wharton School (2001)

Business and Civic Experience _____

Member of Investment Management Consultants Association (IMCA)

Areas of Expertise and Interests/Skills Enjoy trail running and participating in local 5k/races

Annual membership to the US National Whitewater Center

I, undersigned, understand this application will be kept on the active file for a two (2) year period

Kimberly K. Wilhelm
(Signature of Applicant)

10/3/16
(Date)

Background Information:

Name STEPHEN "SCOTT" WOODBURY Home Phone 678.521.6567

Home Address 15620 GUTHRIE DRIVE Zip Code 28078

E-Mail Address swoodbury@gmail.com

Present Occupation PROJECT MANAGER/ENGINEER Work Phone 980.373.1908

Place of Employment DUKE ENERGY

Approximate Hours Available Per Month for Serving On Advisory Board 8

Name of Any Town or County Boards/Committees/Commissions You Are Presently Serving On:

Expiration Date _____

Expiration Date _____

Education Bachelor of Science in Civil Engineering,
Clemson University

Business and Civic Experience Land development, construction, and
project management. Currently a Project Manager
at Duke Energy.

Areas of Expertise and Interests/Skills Running, Triathlon, Land
Development, Outdoors, Family, Construction.

I, undersigned, understand this application will be kept on the active file for a two (2) year period

S. S. Woodbury 11-18-16
(Signature of Applicant) (Date)

Town of Huntersville
REQUEST FOR BOARD ACTION
12/19/2016

REVIEWED:

To: The Honorable Mayor and Board of Commissioners
From: Michael Jaycocks
Subject: Greenway and Bikeway Committee Appointments

The Greenway, Trail and Bikeway Commission has two openings. Both openings are for three years terms. Jonathan Bryant is reapplying.

ACTION RECOMMENDED:

Appoint two members to three year terms ending on December 31, 2019

FINANCIAL IMPLICATIONS:

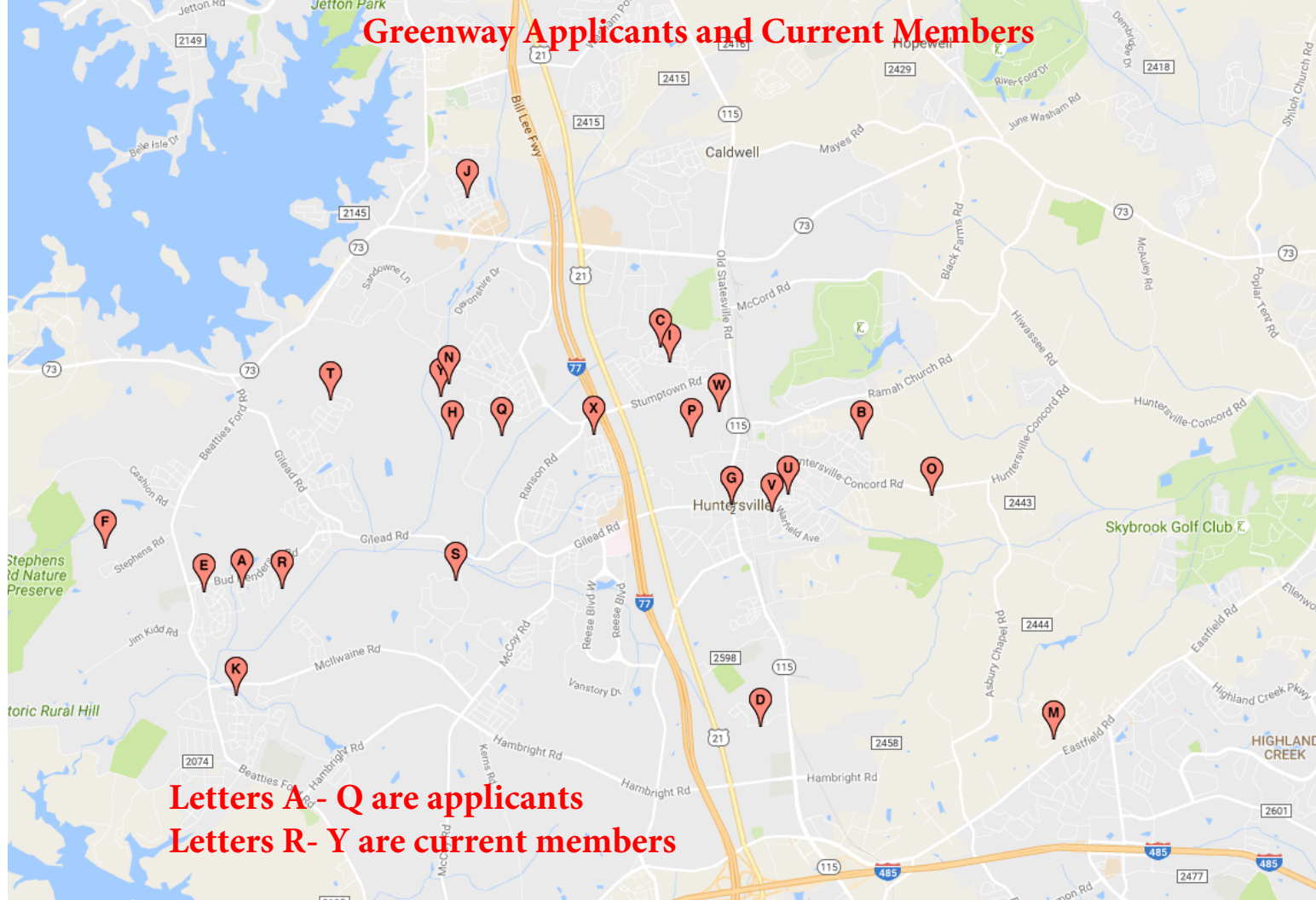
None

ATTACHMENTS:

Description	Type
□ Greenway Map	Backup Material
□ Greenway Applications	Backup Material
□ Committee Attendance	Backup Material

Greenway Applicants and Current Members

Letters A- Q are applicants
Letters R- Y are current members



Maria Reese 13616 Alston Forest Drive Huntersville, NC 28078	A	Richard McCall 8200 Parkton Gate Drive Huntersville, NC 28078	J
Ralph Bishop 15006 Colonial Park Drive Huntersville, NC 28078	B	John Cummings 12808 Coral Sunrise Drive Huntersville, NC 28078	K
Mike McPherron 13721 Dutch Fork Drive Huntersville, NC 28078	C	Geoff Steele 13510 McCoy Ridge Drive Huntersville, NC 28078	L
Andrew Stout 13504 Damson Drive Huntersville, NC 28078	D	Leif Rauer 8211 Tosomock Lane Huntersville, NC 28078	M
Michelle Bennett 15610 Carrington Ridge Drive Huntersville, NC 28078	E	Lori Russell 15824 Prestwoods Lane Huntersville, NC 28078	N
Jason Hammock 6235 Stephens Grove Lane Huntersville, NC 28078	F	Stephen "Scott" Woodbury 15620 Guthrie Drive Huntersville, NC 28078	O
Kathy Jones 104 Walters Street Huntersville, NC 28078	G	Jonathan Bryant Reapplying 116 Pineridge Drive Huntersville, NC 28078	P
Tim Sanbord 8616 Taybrook Drive Huntersville, NC 28078	H	Thorne Montague 9033 McDiarmid Lane Huntersville, NC 28078	Q
Kimberly Wilhelm 16714 Spruell Street Huntersville, NC 28078	I		

Greenway Applicants

Current Greenway Members

Todd Steiss

7619 Henderson Park Road
Huntersville, NC 28078

R

Not Reapplying

Judy Case

9112 Torrence Crossing Drive
Huntersville, NC 28078

S

Jonathan Bradshaw

3807 Archer Notch Lane
Huntersville, NC 28078

T

Roger Diedrich

10128 Vanguard Parkway
Huntersville, NC 28078

U

Jeff Fissel

13717 Mallory Baches Lane
Huntersville, NC 28078

V

David Snider

108 Oak Hill Drive
Huntersville, NC 28078

W

Skye Jaundoo

15446 Stone Hollow Drive
Huntersville, NC 28078

X

Frank Gammon

8912 Deerland Court
Huntersville, NC 28078

Y

Background Information:

Name Michelle Bennett Home Phone 704-766-0640

Home Address 15610 CARRINGTON RIDGE DR Zip Code 28078-1215

E-Mail Address BENFAMMAIL@GMAIL.COM

Present Occupation financial services Work Phone 704-766-0640

Place of Employment Wells Fargo

Approximate Hours Available Per Month for Serving On Advisory Board 4-8

Name of Any Town or County Boards/Committees/Commissions You Are Presently Serving On:

N/A Expiration Date _____

Expiration Date _____

Education CAPELLA UNIVERSITY - B.S. Business Admin.

Business and Civic Experience Girl Talk Foundation
Council on Aging (Meck.)

Areas of Expertise and Interests/Skills facilitation, communication
Microsoft office,

I, undersigned, understand this application will be kept on the active file for a two (2) year period

M. Bennett

11/03/11

Background Information:

Name RALPH M BISHOP Home Phone 704 274 5057

Home Address 15006 COLONIAL PK Zip Code 28078-4612

E-Mail Address Rm BISHOP@twcny.rr.com

Present Occupation RETIRED MD Work Phone _____

Place of Employment _____

Approximate Hours Available Per Month for Serving On Advisory Board 8-10

Name of Any Town or County Boards/Committees/Commissions You Are Presently Serving On:

_____ Expiration Date _____

_____ Expiration Date _____

Education BOSTON COLLEGE, BS 1962

MCGILL UNIVERSITY, MD 1966

Business and Civic Experience PRACTICED OPTICISMOLOGY

FOR 42 YEARS, ACTIVE IN ENVIRONMENTAL
CAUSES

Areas of Expertise and Interests/Skills PHOTOGRAPHY, GOOD PEOPLE
PERSON

I, undersigned, understand this application will be kept on the active file for a two (2) year period

Ralph M Bishop 11-16-16
(Signature of Applicant) (Date)

Background Information:

Name JONATHAN BRYANT Home Phone 704.236.2062

Home Address 116 PINE RIDGE DR Zip Code 28078

E-Mail Address JONATHAN.BRYANT@LINCOLNCHARTER.ORG

Present Occupation CHIEF ADMINISTRATOR Work Phone 704.483.6611

Place of Employment LINCOLN CHARTER

Approximate Hours Available Per Month for Serving On Advisory Board ~5

Name of Any Town or County Boards/Committees/Commissions You Are Presently Serving On:

GREENWAY/Trail/Bikeway Commission Expiration Date DEC 2016 (CURRENTLY SECRETARY)

Expiration Date _____

Education B.A. - DICKINSON COLLEGE ; M.A. GARDNER-WEBB

(ECONOMICS & EAST ASIAN STUDIES) (EDUCATIONAL LEADERSHIP)

Business and Civic Experience ALSO CURRENT BOARD MEMBER OF
RESCUE SQUAD PARK MANAGEMENT BOARD (LINCOLN COUNTY);
CCP ADVISORY BOARD (GASTON COUNTY) MEMBER

Areas of Expertise and Interests/Skills EDUCATION, PARKS & REC EXPERIENCE
(PREVIOUSLY SERVED ON PARK & REC COMMISSION)

I, undersigned, understand this application will be kept on the active file for a two (2) year period

(Signature of Applicant) [Signature]

(Date) 11/16/16

Background Information:

Name JOHN CUMMINGS Home Phone 304-633-9464

Home Address 12808 Coral Sunrise Dr, Hunt Zip Code 28078

E-Mail Address john@jcumings.net

Present Occupation Consultant Work Phone 304-633-9464

Place of Employment Microsoft

Approximate Hours Available Per Month for Serving On Advisory Board 20

Name of Any Town or County Boards/Committees/Commissions You Are Presently Serving On:

Expiration Date _____

Expiration Date _____

Education BS - Marshall University

Business and Civic Experience Create Huntington Board - Huntington, WV

United Way Giving Campaign - Huntington, WV

Make-A-Wish Intake Volunteer - Huntington, WV

Areas of Expertise and Interests/Skills _____

Where needed

I, undersigned, understand this application will be kept on the active file for a two (2) year period

John M. Cummings Jr
(Signature of Applicant)

10/31/2016
(Date)

Background Information:

Name Jason Hammock Home Phone 704-584-5893

Home Address 6235 Stephens Grove Lane Zip Code 28078

E-Mail Address jhammock75@gmail.com

Present Occupation Business Development Manager Work Phone 704-607-7875

Place of Employment Fabrinet, USA

Approximate Hours Available Per Month for Serving On Advisory Board 16-20 hrs.

Name of Any Town or County Boards/Committees/Commissions You Are Presently Serving On:

N/A Expiration Date _____

N/A Expiration Date _____

Education B.Sc. Chemistry, MBA-Finance, PMP (Project Management Professional),
SDRM (Strategic Decision & Risk Management)

Business and Civic Experience Experience w/ all aspects of business management.
Volunteering @ Son's School (Barnette Elementary), ad-hoc financial consulting
on a pro-bono basis

Areas of Expertise and Interests/Skills Business management, project management,
engaging dialogue. Interests include hiking, biking, fishing, any time spent w/ the
family

I, undersigned, understand this application will be kept on the active file for a two (2) year period

Jason Hammock
(Signature of Applicant)

November 2, 2016

Background Information:

Name Kathy Jones Home Phone 704-575-1414
Home Address 104 Walters Street Zip Code 28078
E-Mail Address Kathymariejones@bellsouth.net
Present Occupation data Analyst Work Phone 704-816-5899
Place of Employment Premier Inc.
Approximate Hours Available Per Month for Serving On Advisory Board 10

Name of Any Town or County Boards/Committees/Commissions You Are Presently Serving On:

— Expiration Date —

— Expiration Date —

Education Pfeiffer University - BS Health Administration w/ concentration on LTC (2015)

Business and Civic Experience OHHS - 4 yrs - current President
Big Brothers/Big Sisters, Hands On Charlotte

Areas of Expertise and Interests/Skills Senior population, Huntersville
Native

I, undersigned, understand this application will be kept on the active file for a two (2) year period

Kathy M Jones
(Signature of Applicant)

10-28-16
(Date)

Background Information:

Name Richard O. McCall Home Phone 704 575-5270

Home Address 8200 Parkton Gate Dr. Zip Code 28078

E-Mail Address MCCALL2065@bellsouth.net

Present Occupation retired Work Phone _____

Place of Employment _____

Approximate Hours Available Per Month for Serving On Advisory Board 10 hrs

Name of Any Town or County Boards/Committees/Commissions You Are Presently Serving On:

_____ Expiration Date _____

_____ Expiration Date _____

Education NCSU: B.A. Sociology & B.S. Textile Science

Business and Civic Experience Part owner: 2 yrs in I.T. company &
17 yrs. in textile machinery company

Areas of Expertise and Interests/Skills cycling & Nordic Skiing

I, undersigned, understand this application will be kept on the active file for a two (2) year period

Rich McCall
(Signature of Applicant)

10/31/16
(Date)

Background Information:

Name Mike McPherron Home Phone 704-439-7782
Home Address 13721 Dutch Fork Dr, Huntersville Zip Code 28078
E-Mail Address Mike - mcpherron@hotmail.com
Present Occupation Business Control Mgr. Work Phone 980-387-2584
Place of Employment Bank of America
Approximate Hours Available Per Month for Serving On Advisory Board As needed - 10

Name of Any Town or County Boards/Committees/Commissions You Are Presently Serving On:

- N/A - Expiration Date —
- N/A - Expiration Date —

Education B.S. Chemical Engineering, Masters of Business Administration

Business and Civic Experience 30 years of Operations Mgmt. Experience
Former President of U.P. of Huntersville Neighborhood Association

Areas of Expertise and Interests/Skills Avid Runner & Interested in
Greenway & Trail Development Plans

I, undersigned, understand this application will be kept on the active file for a two (2) year period

Michael Johnson

11/1/2016

Background Information:

Name Thorne Montague Home Phone 704 756-2978
 Home Address 9033 McDiarmid Ln Zip Code 28078
 E-Mail Address ETMTRAILCR@Hotmail.com
 Present Occupation Day-trailer Work Phone 704-756-2978
 Place of Employment Home
 Approximate Hours Available Per Month for Serving On Advisory Board 8

Name of Any Town or County Boards/Committees/Commissions You Are Presently Serving On:

 _____ Expiration Date _____
 _____ Expiration Date _____

Education BA Economics SMU '83

Business and Civic Experience Owner - Montague Properties '88-'98

Areas of Expertise and Interests/Skills Interests - Greenways,
Bikeways + trails

I, undersigned, understand this application will be kept on the active file for a two (2) year period

Thorne Montague 11/28/16
 (Signature of Applicant)

Background Information:

Name LEIF RAUER Home Phone 980-621-4723

Home Address 8211 Tosomock Ln Zip Code 28078

E-Mail Address LEIFRAUER@YAHOO.COM

Present Occupation RISK MANAGEMENT Work Phone 980-621-4723

Place of Employment TRUE RISK LLC - owner

Approximate Hours Available Per Month for Serving On Advisory Board 10-15

Name of Any Town or County Boards/Committees/Commissions You Are Presently Serving On:

ARTS & SCIENCES ADVISORY COUNCIL Expiration Date APRIL 2018

Expiration Date _____

Education MASTERS OF SCIENCE - FINANCIAL MARKETS - ILL INST OF TECHNOLOGY

BBA - U. of Iowa

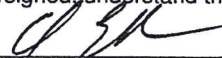
Business and Civic Experience SMALL BUSINESS OWNER

ARTS & SCIENCES COUNCIL ADVISORY

Areas of Expertise and Interests/Skills CONFLICT MANAGEMENT, AVID RUNNER

AND HIKER

I, undersigned, understand this application will be kept on the active file for a two (2) year period


(Signature of Applicant)

10/28/16
(Date)

Background Information:

Name Maria Reese Home Phone 828-291-4753
Home Address 13616 Alston Forest Dr, Zip Code 28078
E-Mail Address maria.reese@carolinashealthcare.org
Present Occupation Community Benefit Work Phone 704-631-0961
Place of Employment Carolinas HealthCare System
Approximate Hours Available Per Month for Serving On Advisory Board 2-3

Name of Any Town or County Boards/Committees/Commissions You Are Presently Serving On:

N/A Expiration Date |
N/A Expiration Date

Education Master of Science in Health Sciences
Bachelor of Science in Physical Education

Business and Civic Experience Run a PreDiabetes prevention program
and oversee community health programs for childhood obesity,
mental health, community service, and community giving.

Areas of Expertise and Interests/Skills 20 years experience doing Public Health
programs + services related to health and wellness.

I, undersigned, understand this application will be kept on the active file for a two (2) year period

Maria Reese 11/15/16
(Signature of Applicant) (Date)

Background Information:

Name LORI Russell Home Phone 704-947-5404

Home Address 15824 Prestwoods Lane Zip Code 28078

E-Mail Address Lori.russell@Allentate.com

Present Occupation Realtor Work Phone 704-724-4086

Place of Employment Allen Tate Realtors

Approximate Hours Available Per Month for Serving On Advisory Board as needed

Name of Any Town or County Boards/Committees/Commissions You Are Presently Serving On:

Expiration Date _____

Expiration Date _____

Education UNCC/CPCC

Business and Civic Experience _____

Areas of Expertise and Interests/Skills I am a Huntersville resident of 18 years and want to be more involved with the town development.

I, undersigned, understand this application will be kept on the active file for a two (2) year period

Lori Russell
(Signature of Applicant)

10/29/16
(Date)

Background Information:

Name TIM SANBORN Home Phone 704-948-1959

Home Address 8616 TAYBROOK DR Zip Code 28078

E-Mail Address tim.p.sanborn@gmail.com

Present Occupation PRODUCT STEWARD Work Phone 704-930-9171

Place of Employment BASE CORPORATION

Approximate Hours Available Per Month for Serving On Advisory Board FLEXIBLE BUT NO MORE THAN 15

Name of Any Town or County Boards/Committees/Commissions You Are Presently Serving On:

Expiration Date _____

Expiration Date _____

Education B.S. CHEMISTRY, MORAVIAN COLLEGE

Business and Civic Experience STRATEGIC & MARKET MANAGEMENT; PROJECT MANAGEMENT; EAGLE SCOUT; WYNFIELD HOA BOARD PRESIDENT, SECRETARY, COMMITTEE MEMBER; HOMEFRONT MUSIC & DASH FOR DON

Areas of Expertise and Interests/Skills LEADERSHIP & TEAM BUILDING; ORGANIZER
HIKING, BACKPACKING

I, undersigned, understand this application will be kept on the active file for a two (2) year period

Timothy P. Sanborn
(Signature of Applicant)

11/7/16
(Date)

Applications may be mailed to:

Applications may also be hand delivered to:

Background Information:

Name STEELE, GEOFF Home Phone (704) 875-8876

Home Address 13510 McCoy Ridge Dr Zip Code 28078-3665

E-Mail Address gstee14him@hotmail.com

Present Occupation RETIRED (Community Service) Work Phone (704) 875-8876

Place of Employment HOME

Approximate Hours Available Per Month for Serving On Advisory Board 10 +

Name of Any Town or County Boards/Committees/Commissions You Are Presently Serving On:

PARK & RECREATION Comm. Expiration Date 12/2018

Expiration Date _____

Education B.A. Journalism & International Relations, American Univ., 1966; M.S. Communications, Syracuse Univ., 1967

Business and Civic Experience 34-year Fed govt. career (3 agencies); poll judge; Owner of free-lance photo business (18 years); Two prior Terms on Greenway Commission; marriage mentoring/counseling

Areas of Expertise and Interests/Skills Photography; press releases; non-profit corporation establishment; grant application writing

I, undersigned, understand this application will be kept on the active file for a two (2) year period

[Signature]
(Signature of Applicant)

10/28/2016
(Date)

Background Information:

Name Andrew Stout Home Phone (704) 975 - 5499

Home Address 13504 Damson Drive Zip Code 28078

E-Mail Address stoutae@mac.com

Present Occupation Project Manager Work Phone (704) 503 - 9595

Place of Employment ALB Architecture

Approximate Hours Available Per Month for Serving On Advisory Board 5-10 hours

Name of Any Town or County Boards/Committees/Commissions You Are Presently Serving On:

Expiration Date _____

Expiration Date _____

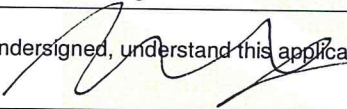
Education Alfred State College - B.S. Architectural Engineering

Business and Civic Experience 2003 - 2005 Alfred State College Student Senate Member - Activity

Chair - Manage 300k Budget

Areas of Expertise and Interests/Skills Avid Cyclist (road and mountain), My workplace skills could be helpful depending on the task at hand and what is expected of committee

I, undersigned, understand this application will be kept on the active file for a two (2) year period


(Signature of Applicant)

11/7/16
(Date)

Applications may be mailed to:

Applications may also be hand delivered to:

Background Information:

Name Kimberly K. Wilhelm Home Phone 704-965-2765

Home Address 16714 Spruell St. Huntersville, NC Zip Code 28078

E-Mail Address kimmerw10@yahoo.com

Present Occupation Chief Investment Officer Work Phone 704-940-4287

Place of Employment Matrix Wealth Advisors, Inc.

Approximate Hours Available Per Month for Serving On Advisory Board flexible

Name of Any Town or County Boards/Committees/Commissions You Are Presently Serving On:

N/A

Expiration Date

Expiration Date

Education B.A. in Mathematics SUNY Geneseo (1994)

Certified Investment Management Analyst (CIMA) designation - Wharton School (2001)

Business and Civic Experience

Member of Investment Management Consultants Association (IMCA)

Areas of Expertise and Interests/Skills Enjoy trail running and participating in local 5k/races

Annual membership to the US National Whitewater Center

I, undersigned, understand this application will be kept on the active file for a two (2) year period

Kimberly K. Wilhelm

(Signature of Applicant)

10/3/16

(Date)

Background Information:

Name STEPHEN "SCOTT" WOODBURY Home Phone 678.521.6567

Home Address 15620 GUTHRIE DRIVE Zip Code 28078

E-Mail Address swoodbury@gmail.com

Present Occupation PROJECT MANAGER/ENGINEER Work Phone 980.373.1908

Place of Employment DUKE ENERGY

Approximate Hours Available Per Month for Serving On Advisory Board 8

Name of Any Town or County Boards/Committees/Commissions You Are Presently Serving On:

Expiration Date _____

Expiration Date _____

Education Bachelor of Science in Civil Engineering,
Clemson University

Business and Civic Experience Land development, construction, and
project management. Currently a Project Manager
at Duke Energy.

Areas of Expertise and Interests/Skills Running, Triathlon, Land
Development, Outdoors, Family, Construction.

I, undersigned, understand this application will be kept on the active file for a two (2) year period

S.S. Woodbury
(Signature of Applicant)

11-18-16

(Date)

Greenway & Bikeway Committee Attendance

		January	February	March	April	May	June	July	August	September	October	November	December	Total
16	Johnathan Bryant, Secretary									absent				1
16	Judy Case					absent	absent				absent			3
17	Jon Bradshaw, Vice Chair	absent					absent		absent	absent				4
17	Roger Diedrich													0
17	Jeff Fissel				absent			absent				absent		3
17	David Snider				absent	absent	absent			absent				4
18	Todd Steiss, Chair													0
18	Frank Gammon													0
18	Skye Jaundoo			absent				absent		absent	absent			4

Parks & Recreation Committee Attendance

		January	February	March	April	May	June	July	August	September	October	November	December	Total
16	Anne-Marie Stevenson, Vice Chair									absent				1
16	Rich Lange, Chair	absent		absent								absent		3
16	Hank Stiene													0
16	Cyndi Hovis			absent			absent							2
17	Justin Moore										resigned	resigned	resigned	0
17	Brett Hutchins			absent										1
17	Cathleen Gallagher											absent		1
18	John O'Neill				absent			absent						2
18	Geoff Steele										absent			1

Town of Huntersville
REQUEST FOR BOARD ACTION
12/19/2016

REVIEWED:

To: The Honorable Mayor and Board of Commissioners
From: David Peete, AICP, Principal Planner
Subject: Magnolia Walk Subdivision Sketch Plan

Sketch: Request by Mattamy Homes to subdivide 71-acres located along Statesville Road (west of Monteith Place) to create 206 residential units (single-family homes & townhomes). The property is zoned Neighborhood Residential and is currently vacant. Parcel ID #s 01707227, 01707228 & 01741101.

ACTION RECOMMENDED:

Consider Final Action at Dec. 19, 2016 Meeting

FINANCIAL IMPLICATIONS:

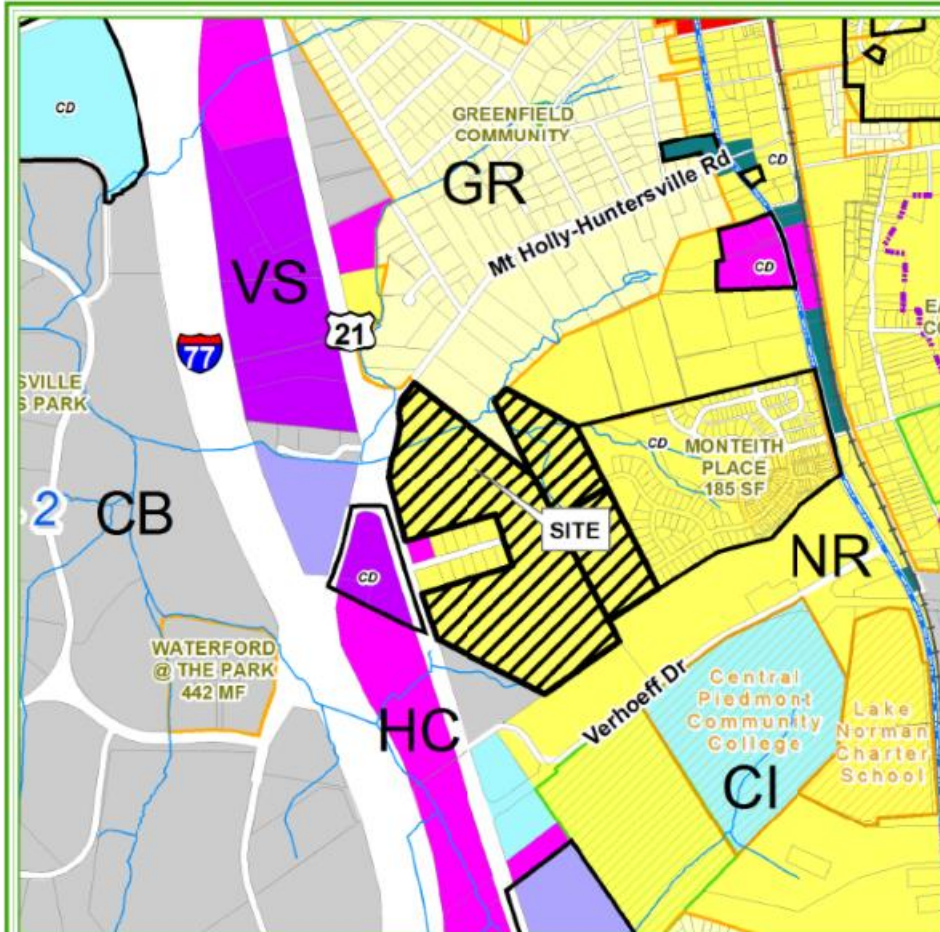
Consider decision on Magnolia Walk

ATTACHMENTS:

Description	Type
❑ Magnolia Walk Subdivision Sketch Plan Staff Report	Cover Memo
❑ Attachment A - Subdivision Sketch Application	Cover Memo
❑ Attachment B - Sketch Plan Sheets 1-8	Cover Memo
❑ Attachment B - Sketch Plan Sheets 9-13	Cover Memo
❑ Attachment B - Sketch Plan Sheets 14-17	Cover Memo
❑ Attachment C - APFO Letter of Determination (updated)	Cover Memo
❑ Attachment D - Neighborhood Meeting Report	Cover Memo

Magnolia Walk Subdivision Sketch Plan

PART 1: PROJECT SUMMARY



Application is Attachment A and Site Plan is Attachment B.

Applicant: Mattamy Homes

Property Owner: Various (see Attachment A).

Property Address: 12750 Statesville Road (east of Honda dealership)

Project Size: 70.179-acres.

Parcel Number(s): Various.

Zoning: Neighborhood Residential (NR).

Current Land Use: vacant.

Proposed Land Use:
 206 residential units (145 single family homes & 61 townhomes).

PART 2: SITE PLAN DESCRIPTION AND ISSUES

1. Purpose: To subdivide 70.179-acres of land located along Statesville Road to create 206 residential units (single-family homes and townhomes).
2. Adjoining Zoning and Land Uses:
North: General Residential (GR) & Neighborhood Residential (NR) – vacant & large-lot, single-family homes.
South: Corporate Business (CB) & Neighborhood Residential (NR) – daycare, fitness center & nursing home.
East: Neighborhood Residential (NR) – single-family subdivision (Monteith Place Subdivision).
West: Highway Commercial (HC) – a few single family homes, automobile dealership & vacant.
3. A neighborhood meeting was held on October 20, 2016 (see Attachment D for meeting summary). Questions/concerns centered mainly on traffic and transportation improvements along both Statesville Road (US 21) and Old Statesville Road (NC 115), specifically regarding traffic calming. There were complaints regarding traffic generated by Lake Norman Charter School (visitors) and questions regarding how this project will help or hurt that situation. Additional questions were asked regarding housing type / price and buffers.

4. The proposed subdivision has 206 residential units, 145 single family lots and 61 townhomes on 71-acres, with lots ranging in size from 2,060 sq. ft. to 13,993 sq. ft. (5,351 sq. ft. average).
5. Transportation enhancements on Statesville Road will be provided as part of the subdivision.
6. A 20' planted buffer is proposed along Statesville Road.
7. There are 41 specimen trees on the site. In the NR zoning district, 10 percent (4.1 trees) of the specimen trees are required to be saved and the developer proposes to save 22 specimen trees (54%). There are no known heritage trees on the site. Ninety-eight percent (98%) of the site is covered by tree canopy and the developer proposes to save 15-acres (21%) of the canopy (10% required in NR).
8. The subdivision will be developed in four (4) phases (see Sketch Plan Sheet 4.4).
9. A water quality concept plan is being reviewed by Mecklenburg County Engineering (LUESA), but has not been approved as of the date of this report.
10. A "Willingness to Serve" letter has been provided by Charlotte Water.
11. Three (3) block-length waivers are requested for this development. Staff supports all three (3) waivers, as road layouts for two of the roads are impacted by natural features, and the third (Road A) has had a small open space added to "break up" the long block (see Sketch Plan Sheet 4.2).
12. Urban Open Space is proposed to be provided by three improvements: one (1) forecourt, one (1) parkway and one (1) square. These Urban Open Spaces are appropriate and well-sited within the development, in addition, one (1) connection is proposed from the subdivision to Huntersville (HFFA). While this private connection does not qualify as an Urban Open Space, it provides a significant amenity to the subdivision, which staff supports. There are also internal, soft-surface trails connecting sections of the subdivision (See Sketch Plan Sheet 4.0).
13. Fifty-seven feet wide right-of-ways will provide on-street parking on one side of streets, which is very important for small-lot subdivisions. On-street parking cross-sections are provided on Sketch Plan Sheet 4.3).

PART 3: TRANSPORTATION ISSUES

Traffic Impact Analysis (TIA)

A sealed TIA was submitted by the applicant on 11/12/16 and accepted by staff on 11/29/16. Based on the results of the TIA the following improvements are recommended to be included as a requirement of the development:

- Construct a southbound left-turn lane on US 21 (Statesville Road) at the Site Driveway/Honda Dealership entrance with 150 feet of full width storage (as recommended in the TIA).
- Construct a westbound right-turn lane on Site Driveway at US 21(Statesville Road) with 175 feet of full width storage (as recommended in the TIA).

Site Plan Comments

- Parallel parking spaces indicated on the plan lie on the inside of curves and near intersections. Reductions in parking may be needed to meet minimum sight distance requirements.
- Proposed grades within 125 feet of some intersections are not within the maximum 5% threshold.
- Street alignments for the two stub connections to the existing Monteith Park neighborhood do not align with the existing stubs of the streets. A gap exists between the existing stub streets and the ones shown on the plan.
- A turnaround at the western end of road F is required as the stub is over 150 feet in length. Turnaround to be within the public right-of-way.
- The street alignment in a section near the Subdivision entrance/exit near US 21 needs revision to be consistent with minimum Town design criteria.
- Other minor plan revisions.

PART 4: PLANNING STAFF ANALYSIS

Section 6.200 of the Subdivision Ordinance outlines the “general requirements and policies to be used in the design, review, and approval” of subdivisions in the Town of Huntersville. The following staff findings are provided for the Board’s consideration of the Magnolia Walk Subdivision Sketch Plan.

1. Consistency with adopted public plans and policies.

The following sections of the 2030 Huntersville Community Plan apply to this request:

- **Policy H-1 & H-9: Development Pattern.** Continue to follow existing residential development pattern as reflected in “Map of Zoning Districts,” focusing higher intensity development generally within two miles of the I-77/NC 115 corridor.
- **Comment:** The proposed subdivision is located within the High Intensity Area of the 2030 Community Plan. The Magnolia Walk subdivision has a proposed density of 2.94-units per acre and is similar in design to the subdivision to the east (Monteith Place).
- **Policy T-5: Context-sensitive Design of Streets:** Continue to support “context-sensitive” design of streets and the selection of appropriate street section designs for residential, commercial and industrial developments.
Comment: The internal streets are appropriately sized and generally create short blocks - which encourage pedestrian activity. Where the streets do not create short blocks, due to environmental concerns, they are curvilinear in nature.
- **Policy T-6: Pedestrian Connections:** Support the installation of sidewalks, bikeways and greenway trails connecting residential, commercial, employment, recreational and institutional uses.
Comment: A sidewalk and bike lane will be part of the Statesville Road improvements, as well as sidewalks along all new internal streets throughout the development. In addition, the subdivision will build one (1) connection to HFFA and will provide an easement for a future Town/County greenway, as identified on the 2014 Greenway and Bikeway Master Plan Map.
- **Policy T-7: Traffic Impact Analysis Ordinance:** Continue to apply requirements of “Traffic Impact Analysis” Ordinance, including Level of Service and mitigation of impacts generated by new development.
Comment: A TIA was required and the required transportation enhancements are outlined in Part 3 of this staff analysis. A revised TIA has been accepted (and is available for review on Town webpage).
- **Policy T-8: Street Connectivity:** Promote and require street connectivity in the Town of Huntersville among residential, employment, recreational and institutional uses.
Comment: The proposed development provides one (1) connection to Statesville Road and two (2) connections to the adjoining Monteith Place subdivision. There is one (1) stub to Ethelyn Circle, but as the existing right-of-way is not built to current standards, it should not connect until improvements are made.
- **Policy CD-5: Street Infrastructure:** Continue to require that adequate public infrastructure (roads, utilities, etc.) either exist or will be made available to support all new development.
Comment: The proposed development will provide transportation improvements along Statesville Road. As well as other TIA-required improvements, this development will extend public water and sewer and provide two (2) connections to Monteith Place.
- **Policy PF-2: Adequate Public Facilities:** Continue use of “Adequate Public Facilities Ordinance” to ensure that demand generated by existing and future growth and development for police, fire and parks & recreation capital facilities can be met by available supply of facilities.
Comment: see Part 4, Item 19 of this report.

2. Conformity.

The proposed subdivision is adjacent to Monteith Place, single-family home subdivision located to the east with similar home and lot sizes, including attached units near the NC 115 entrance. The project land is bordered to the west by Statesville Road, to the north by vacant or large-lot single-family homes and to the south by Huntersville Oaks Nursing

Home, Huntersville Family Fitness and Aquatics (HFFA) and Rainbow Childcare Center. The proposed subdivision has a density of 2.94-units per acre on 71-acres. There is no maximum density in the Neighborhood Residential (NR) Zoning District. The proposed development has lot ranges from 4,800 – 12,600 sq. ft. and lots will be 40 - 90 ft. wide.

3. Access between Adjoining Properties.

The applicant is providing two (2) street connections to existing street stubs located in Monteith Place. There is a proposed trail connection-only to HFFA, but no other street connections to adjoining developments are proposed.

4. Relation to topography.

The 71-acres are generally flat and the proposed street network respects the topography of the site.

5. Mature trees and natural vegetation.

The proposed project is required to save 10 percent of the tree canopy, 10 percent of the specimen trees and 100% of the heritage trees. All three of these requirements are being satisfied, as outlined in Part 2, Item 7.

6. Access to parks, schools, etc.

This subdivision proposes to provide a pedestrian trail connection to the Huntersville Family Fitness & Aquatics Center and will provide a reservation for future development of a Town/County Greenway to be located along the north side of the subdivision. Access trails from both the northeast and northwest (townhome) sections of the subdivision to the future greenway are provided. The specific route will be determined at Preliminary Plan review.

7. Discourage through traffic.

The proposed subdivision has two (2) connections to the adjoining Monteith Place subdivision and the streets that connect do not offer direct access to Statesville Road. The internal streets are appropriately sized for residential traffic and are designed to include short blocks (in some areas), curvilinear design and on-street parking (in some areas). Stopping conditions at intersections are also called for.

8. Relationship to railroad rights-of-way.

Not Applicable.

9. Half streets.

Not Applicable.

10. Parallel streets along thoroughfares.

Not Applicable.

11. Public School and Public Park Sites

The parcels associated with the Magnolia Walk Subdivision Sketch Plan have not been identified for a school or park site.

12. Public Facilities

The parcels associated with Magnolia Walk Subdivision Sketch Plan have not been identified for a public facility.

13. Proposed street names

The street names for Magnolia Walk Subdivision Sketch Plan will be approved with the Preliminary Plan submission (if Sketch Plan is approved).

14. Easements.

Easements have been identified and the plans have been sent to the respective Engineering and Utility Departments.

15. Proposed water and sewerage system.

Water and sewer will need to be extended to the development. A “Willingness to Serve” letter from Charlotte Water must be provided.

16. Restrictions on the subdivision of land subject to flooding.

Not Applicable.

17. Reserved.

18. Open Space

The proposed development complies with the Urban Open Space requirement as one (1) forecourt, one (1) square and one (1) parkway are proposed for the residents to use. Forty-six percent (46%) of the site is listed as “common open space”.

19. Impact of Development on Public Facilities

Under the provisions of the APF Ordinance, all residential development greater than twenty (20) lots are required to receive a “Determination of Adequacy (DOA)” for the following public facilities: fire vehicles, fire station, police station, police vehicles, indoor park and recreation facilities, parks acreage. The proposed Subdivision Sketch Plan met the required threshold for submission of an APF application, and the proposed subdivision is subject to the requirements of the APFO.

A Determination of Adequacy (DOA) has been issued for the following public facilities: Fire Vehicles, Fire Stations & Police Stations, Police Vehicles and Gym & Park Acreage (see Attachment C).

PART 5: STAFF RECOMMENDATION

COMPLETENESS OF APPLICATION

Town Staff has reviewed the proposed Subdivision Sketch Plan and finds the application complete.

COMPLIANCE WITH APPLICABLE REQUIREMENTS

Magnolia Walk Subdivision Sketch Plan complies with all applicable requirements and is supported by the findings of fact outlined in Parts 2 – 4 of this report, with the following conditions:

There are several site plan issues that **MUST BE ADDRESSED**:

- Install improvements called for in the accepted TIA and address all outstanding Transportation comments (see Part 3);
- Three (3) block-length waivers are requested. Staff supports all three waiver requests;
- Provide vehicle turn-around at street stub “Road F”. A note has been provided calling for a Town-approved turn-around – however, it should be noted that additional public right-of-way may be required to install;
- Waiver requested to permit grading, in certain areas, within the 20’ wide buffer and to re-plant, per the Ord. Staff supports this waiver request;
- PCO-1 Approval from Meck. County must be provided;
- Address all minor comments to the notes of the Subdivision Sketch Plan.

There are several Subdivision Sketch Plan issues that staff makes **RECOMMENDATION** on:

- Parking lot at townhome-area is situated at a terminated vista and should add elements to help the parking lot to blend into the residential streetscape. Recommendations include: adding a low-wall of similar or complimentary material (as townhomes) and additional landscaping to mask the use. Applicant has added to note that this parking area will be screened, per Ord. from the road, details to be provided at Preliminary Plan Phase.

- A connection to the future greenway from the townhome area is recommended (route is open to discussion). Applicant has added a trail connection from the townhomes to the future greenway easement. Final location to be defined at Preliminary Plan Phase.

APPROVAL

Magnolia Walk Subdivision Sketch Plan could comply with all applicable requirements once the conditions listed above are addressed. Staff can recommend approval of the proposed Subdivision Sketch Plan.

PART 6: PLANNING BOARD RECOMMENDATION

Planning Board voted to continue item to the December 20, 2016 meeting, by unanimous vote.

Based on a request by the applicant, the Planning Board Chair called for a Special Meeting to be held on December 13, 2016.

At a Special Meeting held on Tuesday, December 13, 2016, the Planning Board approved, by 7-1 vote, the request with the following recommendation:

[motion to be provided prior to meeting]

PART 7: ATTACHMENTS AND ENCLOSURES

- A - Application
- B – Magnolia Walk Subdivision Sketch Plan (enclosure)
- C – APFO Determination
- D – Neighborhood Meeting Report

PART 8: DECISION STATEMENTS

Please refer to Part 5 of this report for recommendation.

In considering whether to approve an application for a subdivision sketch plan, the Planning and Town Board must complete the following (a full version can be found in [Section 6.320.5](#) of the Subdivision Ordinance).

- Is the application complete (lacking any particular requirement)? *If no member of the Board moves that the application is incomplete, then this inaction is taken as an affirmative finding that the application is complete.*
- Does the application comply with all the applicable requirements? *A statement must be made that the application complies or does not comply that includes the support documentation of the particular motion.*
- Lastly, the Board must make a motion to approve or deny based on the previous statements.



General Application

Incomplete submissions will not be accepted. Please check all items carefully.

1. Application Type

Please indicate the type of application you are submitting. If you are applying for two (2) actions, provide a separate application for each action. **In addition to the application, the submission process for each application type can be found at**

<http://www.huntersville.org/Departments/Planning/PermitsProcess.aspx>

- ☐ CHANGE OF USE
- ☐ COMMERCIAL SITE PLAN
- ☐ CONDITIONAL REZONING
- ☐ GENERAL REZONING
- ☐ MASTER SIGNAGE PROGRAM
- ☐ REVISION to _____
- ☐ SPECIAL USE PERMIT

SUBDIVISION CATEGORIES: *Per the Huntersville Subdivision Ordinance*

- ☒ SKETCH PLAN
- ☐ PRELIMINARY PLAN
- ☐ FINAL PLAT (includes minor and exempt plats)
- ☐ FINAL PLAT REVISION
- ☐ FARMHOUSE CLUSTER

2. Project Data

Date of Application 9/1/2016

Name of Project Magnolia Walk Phase # (if subdivision) _____

Location Intersection of Statesville Road and Ethelyn Circle North of Huntersville Family Fitness Center

Parcel Identification Number(s) (PIN) 017-07-227, 017-07-228, & 017-41-101

Current Zoning District NR Proposed District (for rezonings only) _____

Property Size (acres) +/- 71 Acres Street Frontage (feet) +/- 400 LF along Statesville Road

Current Land Use Vacant Land

Proposed Land Use(s) Master Planned Single Family Residential Community.

Is the project within Huntersville's corporate limits?

Yes ☒ No ☐ If no, does the applicant intend to voluntarily annex? _____

3. Description of Request

Briefly explain the nature of this request. If a separate sheet is necessary, please attach to this application.

A Major Subdivision Sketch Plan Review for a Master Planned Single Family Residential Community.

4. Site Plan Submittals

Consult the particular type of *Review Process* for the application type selected above. These can be found at <http://www.huntersville.org/Departments/Planning/PermitsProcess.aspx>.

5. Outside Agency Information

Other agencies may have applications and fees associated with the land development process. The *Review Process* list includes plan documents needed for most town and county reviewing agencies.

For major subdivisions, commercial site plans, and rezoning petitions please enclose a copy of the Charlotte-Mecklenburg Utility *Willingness to Serve* letter for the subject property.

6. Signatures

*Applicant's Signature   Printed Name Mr. Bob Wiggins
Address of Applicant 2127 Ayrsley Town Boulevard, Suite 201, Charlotte, NC 28273
Email Bob.Wiggins@mattamygroup.com

Property Owner's Signature (if different than applicant) See Attached Joinder Agreements _____
Printed Name See Joinder Agreements

Property Owner's Address See Attached Joinder Agreements Email _____
* Applicant hereby grants permission to the Town of Huntersville personnel to enter the subject property for any purpose required in processing this application.

Mattamy Homes	Bob Wiggins	(704)604-8424	Bob.Wiggins@mattamygroup.com
Development Firm	Name of contact	Phone	Email
ESP Associates, P.A	Matt Levesque	(704)634-2056	mlevesque@espassociates.com
Design Firm	Name of contact	Phone	Email

If Applying for a General Rezoning:

Please provide the name and Address of owner(s) of fee simple title of each parcel that is included in this rezoning petition. If additional space is needed for signatures, attach an addendum to this application.

If Applying for a Conditional Rezoning:

Every owner of each parcel included in this rezoning petition, or the owner (s) duly authorized agent, must sign this petition. If signed by an agent, this petition MUST be accompanied by a statement signed by the property owner (s) and notarized, specifically authorizing the agent to act on the owner (s) behalf in filing this petition. Failure of each owner, or their duly authorized agent, to sign, or failure to include the authority of the agent signed by the property owner, will result in an INVALID PETITION. **If additional space is needed for signatures, attach an addendum to this application.**

Signature, name, firm, address, phone number and email of Duly Authorized Agent by owner needed below:

See Attached Joinder Agreements

If Applying for a Subdivision:

By signature below, I hereby acknowledge my understanding that the Major Subdivision Sketch Plan Process is a quasi-judicial procedure and contact with the Board of Commissioners shall **only** occur under sworn testimony at the public hearing.

Contact Information

Town of Huntersville	Phone:	704-875-7000
Planning Department	Fax:	704-992-5528
PO Box 664	Physical Address:	105 Gilead Road, Third Floor
Huntersville, NC 28070	Website:	http://www.huntersville.org/Departments/Planning.aspx

Tax Parcel ID: 01741101

Petitioner Joinder Agreement- Town of Huntersville- Major Subdivision Sketch Plan Process

The undersigned, as the owner of the parcel of land located at **13124 Statesville Road** in Huntersville, North Carolina that is designated as Parcel Identification Number **01741101** on the Mecklenburg County Tax Map and which is the subject of the attached Major Subdivision Sketch Plan Process, hereby join and give permission to Mattamy Homes to request and file this Major Subdivision Sketch Plan with the Town of Huntersville for the Parcel referenced above.

This 4 day of August 2016
(day) (month)

By: Charles Richard Fite Jr.
(Owner Signature)

Charles Richard Jr. Fite
PO Box 2385
Huntersville, NC 28070

North Carolina
County of Mecklenburg
Charles Richard Fite Jr. appearing before the undersigned
Name of Property Owner (printed)

Notary and being duly sworn, says that:

1. I am the owner of the property described above
2. All statements above are true and correct

Property Owners Signature

Sworn to (or affirmed) and subscribed before me this the 4th day of August, 2016.

(Official Seal)

Sherry P. Hopwell
Notary Public
Mecklenburg County, NC
My Commission Expires Oct. 11, 2017

Sherry P Hopwell
Official Signature of Notary

Sherry P Hopwell Notary Public
Notary's Name (printed)

My commission expires: October 11, 2017

Tax Parcel ID: 01707228

Petitioner Joinder Agreement- Town of Huntersville- Major Subdivision Sketch Plan Process

The undersigned, as the owner of the parcel of land located along Verholf Drive in Huntersville, North Carolina that is designated as Parcel Identification Number 01707228 on the Mecklenburg County Tax Map and which is the subject of the attached Major Subdivision Sketch Plan Process, hereby join and give permission to Mattamy Homes to request and file this Major Subdivision Sketch Plan with the Town of Huntersville for the Parcel referenced above.

This 7th day of Aug. 2016
(day) (month)

Mary Davis
By: ATF for William Davis
(Owner Signature)

Mary and William Davis
333 Mayberry Lane
Mooresville, NC 28115

North Carolina

County of Mecklenburg

Mary & William Davis
Name of Property Owner (printed)

appearing before the undersigned

Notary and being duly sworn, says that:

1. I am the owner of the property described above
2. All statements above are true and correct

Property Owners Signature

Sworn to (or affirmed) and subscribed before me this the 7th day of August 2016.

(Official Seal)

Donna B. Hildreth
Official Signature of Notary

DONNA B. Hildreth Notary Public
Notary's Name (printed)

My commission expires: April 29 2021

RECEIVED AUG 10 2016

Tax Parcel IDs: 01707227

Petitioner Joinder Agreement- Town of Huntersville- Major Subdivision Sketch Plan Process

The undersigned, as the owner of the parcel of land located along Old Statesville Road in Huntersville, North Carolina that is designated as Parcel Identification Number 01707227 on the Mecklenburg County Tax Map and which is the subject of the attached Major Subdivision Sketch Plan Process, hereby join and give permission to Mattamy Homes to request and file this Major Subdivision Sketch Plan with the Town of Huntersville for the Parcel referenced above.

This 3 day of August 2016
(day) (month)

Jerry W. Sanders
By: Martha Sims Sanders
(Owner Signature)

Martha Sims Sanders & Rebecca Ellen Holdway
98 McArthur Ave SE
Concord, NC 28025

North Carolina

County of Cabarrus

JERRY W. SANDERS

Martha Sims Sanders, appearing before the undersigned
Name of Property Owner (printed)

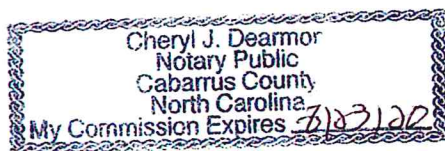
Notary and being duly sworn, says that:

1. I am the owner of the property described above
2. All statements above are true and correct

Property Owners Signature

Sworn to (or affirmed) and subscribed before me this the 3 day of August, 2016.

(Official Seal)



Cheryl J. Dearmor
Official Signature of Notary

Cheryl J. Dearmor, Notary Public
Notary's Name (printed)

My commission expires: 8/23/20

Tax Parcel IDs: 01707227

Petitioner Joinder Agreement- Town of Huntersville- Major Subdivision Sketch Plan Process

The undersigned, as the owner of the parcel of land located along Old Statesville Road in Huntersville, North Carolina that is designated as Parcel Identification Number 01707227 on the Mecklenburg County Tax Map and which is the subject of the attached Major Subdivision Sketch Plan Process, hereby join and give permission to Mattamy Homes to request and file this Major Subdivision Sketch Plan with the Town of Huntersville for the Parcel referenced above.

This 3rd day of August 2016
(day) (month)

By:

Rebecca S. Holdway
(Owner Signature)

Martha Sims Sanders & Rebecca Ellen Holdway
98 McArthur Ave SE 120 Ironwoods Drive
Concord, NC 28025 Chapel Hill, NC 27516

North Carolina

County of Orange

Rebecca Holdway, appearing before the undersigned
Name of Property Owner (printed)

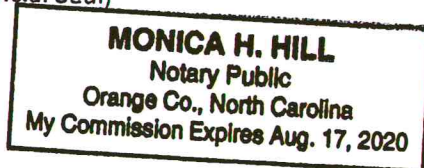
Notary and being duly sworn, says that:

1. I am the owner of the property described above
2. All statements above are true and correct

Property Owners Signature

Sworn to (or affirmed) and subscribed before me this the 3 day of Aug, 2016.

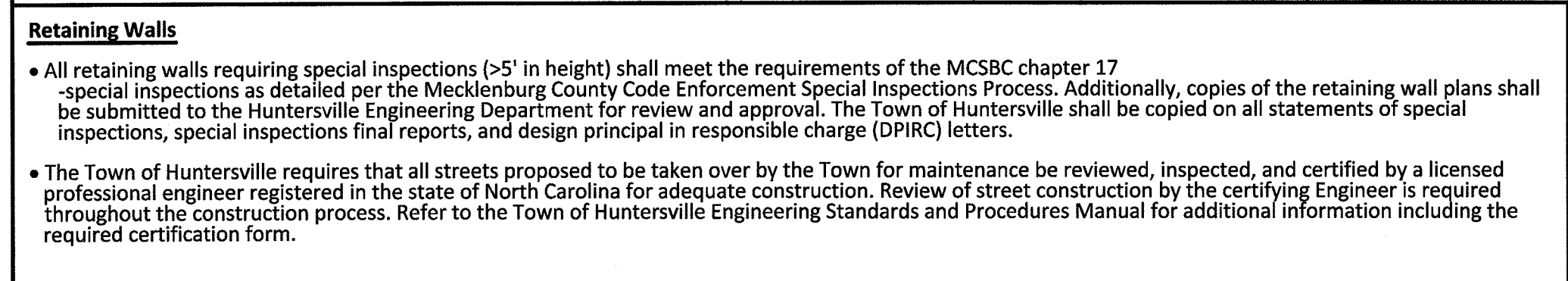
(Official Seal)



Monica H. Hill
Official Signature of Notary

Monica H. Hill, Notary Public
Notary's Name (printed)

My commission expires: 8-17-2020

**Fire Apparatus Exhibit (Sheet 3 of 3)**

7.2



www.espassociates.com

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ESP Associates, P.A.

CLIENT

5F4/9

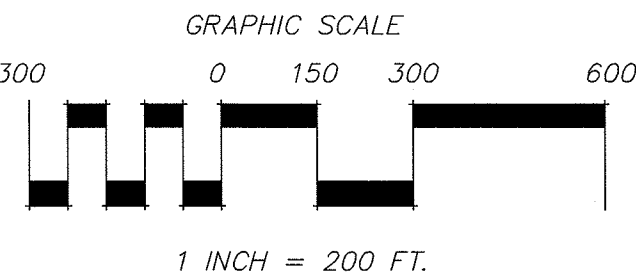


PROJEC

SHEET 221A

PROJECT LOCATION

HUNTERSVILLE, NC

[illegible]

COVER

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ESP Associates, P.A.



ESP Associates, P.A.
20484 Chartwell Center Dr.
Suite D
Cornelius, NC 28031
704-990-9428
www.espassociates.com

SSMH
RM=723.00
IN=710.28
OUT=710.78

N/S MONUMENT
- JOLLY
NC GRID COORDS.
(NAD 83/2011)
N=602,229.74 USFT
E=1,448,203.07 USFT

N/S MASTER
FINDING IV, L.L.C.
PARCEL #01741110
DB 30122 PG 502

N/S
MECKLENBURG COUNTY
CHRONIC DISEASE
PARCEL #01741118
NO DEED OF RECORD FOUND
VERHOEFF DRIVE
REALIGNMENT &
RECOMBINATION SURVEY
MB 50 PG 693

"I, WILLIAM P. FINKE, CERTIFY THAT THIS TOPOGRAPHIC SURVEY WAS COMPLETED UNDER MY DIRECT AND RESPONSIBLE CHARGE FROM AN ACTUAL GROUND SURVEY MADE UNDER MY SUPERVISION IN ACCORDANCE WITH THE STANDARDS OF PRACTICE FOR LAND SURVEYING IN NORTH CAROLINA (21 NCAC 56-1606)." THIS _____ DAY OF _____, 20____.

WILLIAM P. FINKE
NORTH CAROLINA PROFESSIONAL LAND SURVEYOR L-#4161

OWNERSHIP TABLE			
ID	OWNER	TAX PARCEL #	DB/PG
A	LINDA RITE	01741023	DB 1368 PG 384
B	LINDA RITE	01741004	DB 1368 PG 384
C	DANIEL W. BOWERS TIMOTHY W. BOWERS	01741008	DB 1333 PG 319 DB 1338 PG 387
D	DAVE OWEN WANG	01741108	DB 1368 PG 384
E	LINDA DRAME FITE	01741007	DB 1368 PG 384
F	LINDA DRAME FITE	01741007	DB 1368 PG 384
G	LINDA RITE	01741008	DB 1368 PG 384
H	LINDA RITE	01741009	DB 1368 PG 384
I	LINDA RITE	01741010	DB 1368 PG 384
J	LINDA RITE	01741011	DB 1368 PG 384
K	LINDA RITE	01741012	DB 1368 PG 384
L	LINDA RITE	01741013	DB 1368 PG 384
M	BESSIE B. NIXON	01741114	DB 1368 PG 384
N	BESSIE B. NIXON	01741114	DB 1368 PG 384

OWNERSHIP TABLE			
ID	OWNER	TAX PARCEL #	DB/PG
O	AMERLY T. HAZELMILLER	01707249	DB 1273 PG 507
P	JEROME DONLEY	01707250	DB 1273 PG 507
Q	ASHLEY WINGE	01707251	DB 1273 PG 507
R	JAMES CLINTON ROBERSON	01707252	DB 1273 PG 507
S	JENNIFER E. WOODLAND	01707253	DB 1273 PG 507
T	CORREY NEWTON	01707254	DB 1273 PG 507

NOTES:
HORIZONTAL CONTROL ESTABLISHED WITH GPS USING NCSS VRS NETWORK. ADDITIONAL TIE TO NGS MONUMENT "JOLLY" WAS PERFORMED. HORIZONTAL DATUM - NORTH CAROLINA STATE PLANE COORDINATE SYSTEM (NAD 83/2011).
1 FOOT CONTOUR INTERVALS.

PROJECT BENCH MARK: NGS MONUMENT "JOLLY"
NC GRID COORDS
(NAD 83/2011)
N=602,229.74
E=1,448,203.07
ELEV=745.84 (NAVD 83)

BOUNDARY LINES DEPICTED HEREON WERE TAKEN FROM A SURVEY ENTITLED "ALTA/NSPS LAND TITLE SURVEY OF TAX PARCELS: PART #01741101, #01707227 & #01707228" BY ESP ASSOCIATES DATED AUGUST 1, 2016.

THIS PROPERTY MAY BE SUBJECT TO ADDITIONAL RESTRICTIONS, EASEMENTS AND/OR RIGHTS-OF-WAY.

AREAS COMPUTED BY COORDINATE METHOD.
UNADJUSTED RATIO OF PRECISION: 1:246,492.

SUBJECT TRACT ZONED: NR (PER MECKLENBURG COUNTY GIS)

TOTAL ACREAGE FOR THE AREA ENCOMPASSED BY THIS MAP IS: 70.179 ACRES (BY SURVEY).

NO DEVELOPMENTAL STUMP HOLES REPORTED TO THIS FIRM WITHIN THE PARCELS WHICH MAKE UP THIS MAP.

SUBJECT TAX PARCEL: PART #01741101, #01707227 & #01707228.

THE GRAPHIC REPRESENTATION OF THE UNDERGROUND UTILITIES SHOWN ON THIS PLAT WERE ESTABLISHED BY FIELD LOCATION OF PAINT MARKS AND/OR PIN FLAGS PLACED BY UTILITY LOCATION CONTRACTOR AND OTHER INFORMATION SHOWING APPROXIMATE LOCATION.

NO OBSERVED EVIDENCE OF EARTH MOVING, WORK, BUILDING CONSTRUCTION OR BUILDING ADDITIONS WITHIN RECENT MONTHS.

NO OBSERVED EVIDENCE OF SITE USE AS A SOLID WASTE DUMP, SUMP OR SANITARY LANDFILL.

SUBJECT PARCEL IS GRAPHICALLY LOCATED WITHIN ZONE "X" (OTHER AREAS) - AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN; AREAS OUTSIDE FUTURE CONDITIONS 1% ANNUAL CHANCE FLOODPLAIN PER FEMA FIRM MAP NUMBER 37044600K WITH AN EFFECTIVE DATE OF SEPTEMBER 2, 2015.

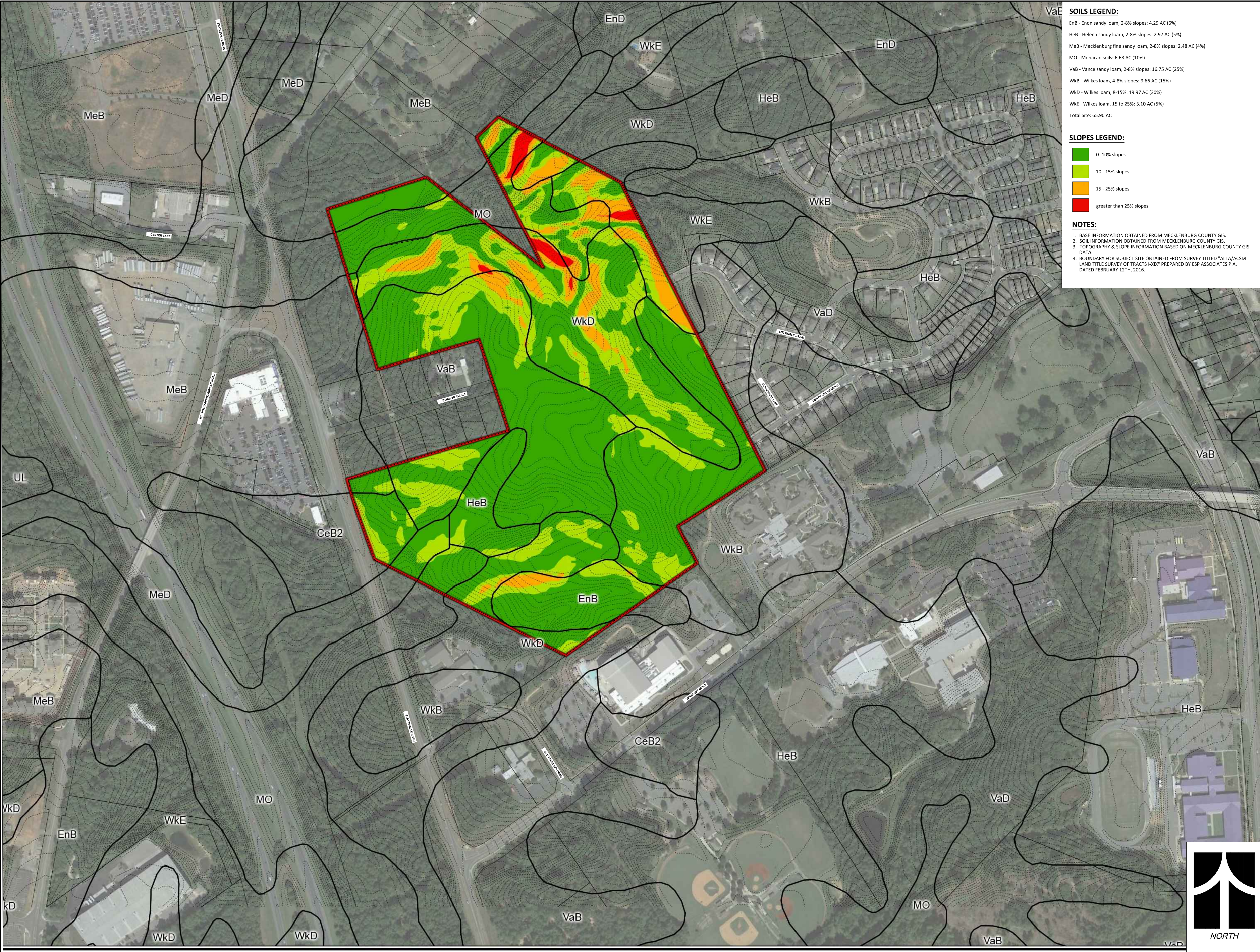
NO OBSERVED EVIDENCE OF RECENT STREET OR SIDEWALK CONSTRUCTION OR REPAIRS.

WETLAND AREAS DEPICTED HEREON WERE DELINEATED BY CAROLINA WETLAND SERVICES ON JUNE 7 AND JUNE 14, 2016.

LEGEND
DB = DEED BOOK
PG = PAGE
R/W = RIGHT OF WAY
N/A = NOW OR FORMERLY
NAVD = NORTH AMERICAN DATUM
NSF = NORTH AMERICAN VERTICAL DATUM
MB = MAIL BOX
CF = COMBINED GRID FACTOR
FEMA = FEDERAL EMERGENCY MANAGEMENT AGENCY
FIRM = FLOOD INSURANCE RATE MAP
NGS = NATIONAL GEODETIC SURVEY
SPR = SECONDARY ROAD NUMBER
RCP = REINFORCED CONCRETE PIPE
CUP = CORRUGATED PLASTIC PIPE
CMB = CORRUGATED METAL PIPE
DSB = DOUBLE CATCH BASIN
DI = DITCH INLET
SSMH = SANITARY SEWER MANHOLE
EP = EDGE OF PAVEMENT
CONC = CONCRETE
INV = INVERT ELEVATION
TRM = TEMPORARY BENCHMARK
PSDE = PUBLIC STORM DRAINAGE EASEMENT
SEE = STORM DRAINAGE EASEMENT
PCCO = POST CONSTRUCTION CONTROL ORDINANCE
SWM = SURFACE WATER IMPROVEMENT & MANAGEMENT (100.00') = RECORD DISTANCE
CH = CREEP WHIRL TREE
FS = FIBER OPTIC CABLE MARKER (BOLLARD)
FC = FOUND CORNER (AS DESCRIBED)
FD = FOUND STONE
ST = STREET SIGN
UT = UTILITY POLE
WV = WATER VALVE
FIRE = FIRE HYDRANT
SMH = SANITARY SEWER MANHOLE
DSB = DOUBLE CATCH BASIN
UB = UNDERGROUND TELEPHONE VAULT
P = PARCEL ID LETTER (SEE TABLE)
RIP = RIP-RAP
W = WATER LINE
E = OVERHEAD UTILITY LINE
SS = SANITARY SEWER LINE
ST = STORM SEWER LINE
F = FENCE
T = TREE LINE
UT = UNDERGROUND TELEPHONE LINE
G = GAS LINE
FO = UNDERGROUND FIBER OPTIC LINE
100.0 = SPOT ELEVATION
T = TREE
P = PARCEL ID LETTER (SEE TABLE)
RIP = RIP-RAP

BAR SCALE
0 25 50 100 200
1"=100'

NO.	DATE	REVISION	BY
TOPOGRAPHIC & TREE SURVEY OF TAX PARCELS: PART #01741101, #01707227 & #01707228			
LOCATED IN: TOWN OF HUNTERSVILLE MECKLENBURG COUNTY NORTH CAROLINA			
CLIENT: MATTAMY HOMES 2127 AYRSLEY TOWN BLVD., SUITE 201 CHARLOTTE, NORTH CAROLINA, 28273 (704) 731-1421			
PROJECT NO: 0519.800.000 SCALE: 1"=100' DATE: 11/16/16 DRAWN BY: RLS CHECKED BY: RLS DATE SURVEYED: JULY, 2016 DRAWING NO: 0519.800.200-REV.DWG			
SHEET 1 OF 1			



SOILS LEGEND:

EnB - Enon sandy loam, 2-8% slopes: 4.29 AC (6%)
HeB - Helena sandy loam, 2-8% slopes: 2.97 AC (5%)
MeB - Mecklenburg fine sandy loam, 2-8% slopes: 2.48 AC (4%)
MO - Monacan soils: 6.68 AC (10%)
VaB - Vance sandy loam, 2-8% slopes: 16.75 AC (25%)
WkB - Wilkes loam, 4-8% slopes: 9.66 AC (15%)
WkD - Wilkes loam, 8-15%: 19.97 AC (30%)
WkE - Wilkes loam, 15 to 25%: 3.10 AC (5%)
Total Site: 65.90 AC

SLOPES LEGEND:

0 - 10% slopes
10 - 15% slopes
15 - 25% slopes
greater than 25% slopes

NOTES:

1. BASE INFORMATION OBTAINED FROM MECKLENBURG COUNTY GIS.
2. SOIL INFORMATION OBTAINED FROM MECKLENBURG COUNTY GIS.
3. TOPOGRAPHY & SLOPE INFORMATION BASED ON MECKLENBURG COUNTY GIS DATA.
4. BOUNDARY FOR SUBJECT SITE OBTAINED FROM SURVEY TITLED "ALTA/ACSM LAND TITLE SURVEY OF TRACTS I-XIX" PREPARED BY ESP ASSOCIATES P.A., DATED FEBRUARY 12TH, 2016.



P.O. Box 7030
Charlotte, NC 28241
NC - 704.583.4949

3475 Lakemont Blvd.
Fort Mill, SC 29708
SC - 803.802.2440

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ESP Associates, P.A.

Mattamy Homes

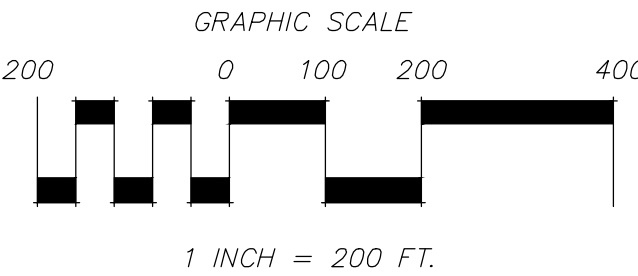
2127 Ayrley Town Blvd
Suite 201
Charlotte NC 28273

Magnolia Walk Major Subdivision Sketch Plan

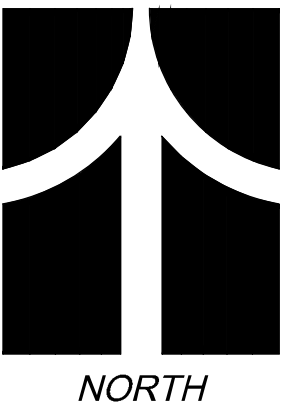
Slope and Soils Plan

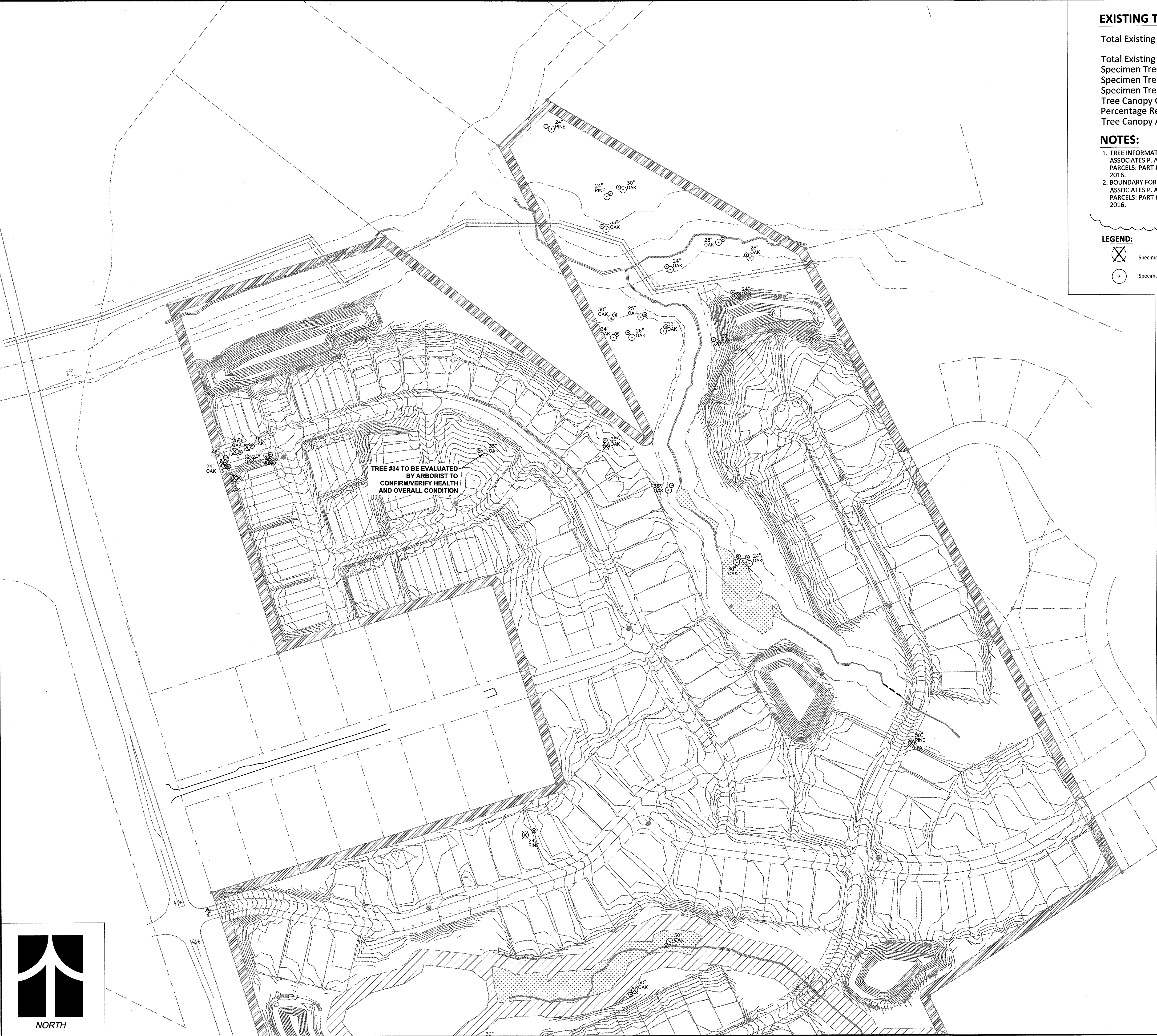
EPM #368972

PROJECT LOCATION HUNTERSVILLE, NC



PROJECT NO DS19.100			
DRAWING DS19-Slope and Soils.dwg			
DATE 08/16/2016			
DRAWN BY GM			
CHECKED BY MM			
AGENCY / SUBMITTAL REVISION			
NO.	DATE	BY	REVISION
1	9/1/16	DG	PER STAFF COMMENTS 8/25/16
2	10/20/16	DG	PER STAFF COMMENTS 9/30/16
3	11/21/16	DG	PER STAFF COMMENTS 11/15/16







EXISTING TREE SUMMARY:

Total Existing Heritage Trees:	+/- 0
Total Existing Specimen Trees:	+/- 41
Specimen Trees Required to Save:	10% of Existing
Specimen Trees To Be Removed:	+/- 19 (+/- 46%)
Specimen Trees To Remain:	+/- 22 (+/- 54%)
Tree Canopy Coverage:	+/- 69 Acres (98%)
Percentage Required to Save:	10% of Existing
Tree Canopy Actually Saved:	+/- 15 Acres (21%)

NOTES:

- TREE INFORMATION OBTAINED FROM SURVEY PREPARED BY ESP ASSOCIATES P. A. ENTITLED "TOPOGRAPHIC & TREE SURVEY OF TAX PARCELS: PART #01741101, #01707227 & #01707228" DATED AUGUST 5, 2016.
- BOUNDARY FOR SUBJECT SITE OBTAINED FROM SURVEY PREPARED BY ESP ASSOCIATES P. A. ENTITLED "ALTA/NSPS LAND TITLE SURVEY OF TAX PARCELS: PART #01741101, #01707227 & #01707228" DATED AUGUST 1, 2016.

LEGEND:

-  Specimen Tree to Be Removed
-  Specimen Tree to Remain

Point Table	
NUMBER	Description
1	24" PINE
2	24" PINE
3	30"OAK
4	33"OAK
5	24"OAK
6	28" OAK
7	28"OAK
8	24"OAK
9	36"OAK
10	33"OAK
11	25"OAK
12	30"OAK
13	24"OAK
14	26"OAK
15	35"OAK
16	38"OAK
17	30"OAK
18	24"OAK
19	36"OAK
20	56"OAK
21	46"OAK
22	52"OAK
23	42"OAK
24	24"OAK
25	36"OAK
26	24"OAK
27	30"OAK
28	36"OAK
29	36"OAK
30	24"OAK
31	56"OAK
32	30"OAK
33	24" PINE
34	33" PINE
35	24"OAK
36	24"OAK
37	31"OAK
38	25"OAK
39	24"OAK
40	24" OAK
41	24" OAK



P.O. Box 7030
Charlotte, NC 28241
NC - 704.583.4949

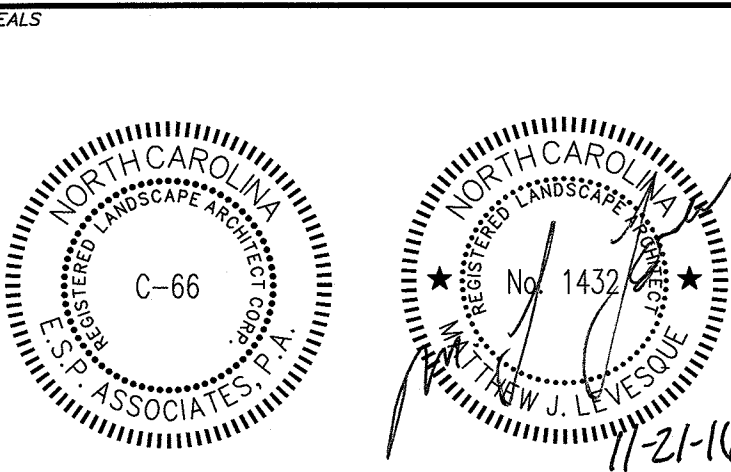
3475 Lakemont Blvd.
Fort Mill, SC 29708
SC - 803.802.2440

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ESP Associates, P.A.

Mattamy Homes

2127 Ayrsley Town Blvd
Suite 201
Charlotte NC 28273

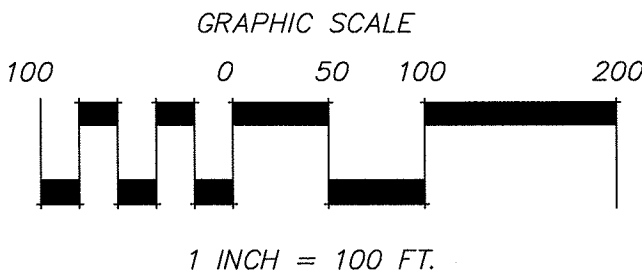


Magnolia Walk
Major Subdivision
Sketch Plan

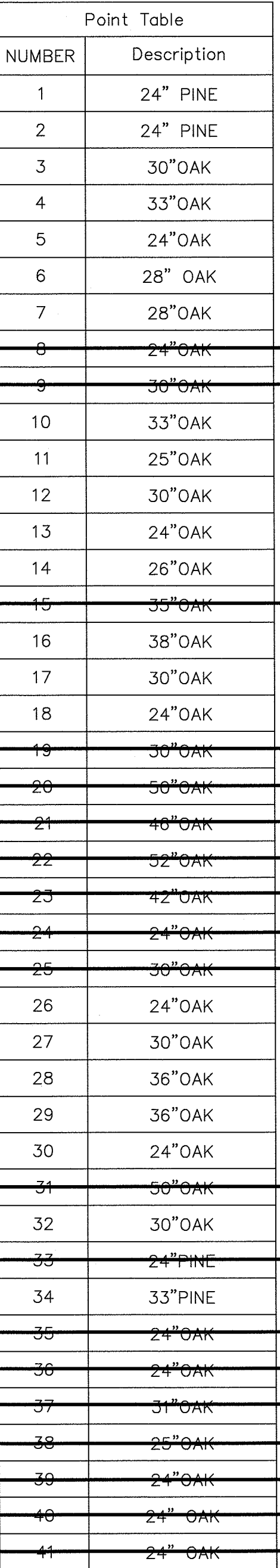
EPM # 368972

Preliminary
Tree Preservation
Plan
(Sheet 1 of 2)

PROJECT LOCATION HUNTERSVILLE, NC



PROJECT NO		BM21-100	
DRAWING		BM21-Tree Mitigation.dwg	
DATE		08/16/2016	
DRAWN BY		DG	
CHECKED BY		MM	
AGENCY / SUBMITTAL REVISION			
NO.	DATE	BY	REVISION
1	9/1/16	DG	PER STAFF COMMENTS 8/25/16
2	10/20/16	DG	PER STAFF COMMENTS 9/30/16
3	11/21/16	DG	PER STAFF COMMENTS 11/15/16



Point Table	
NUMBER	Description
1	24" PINE
2	24" PINE
3	30"OAK
4	33"OAK
5	24"OAK
6	28" OAK
7	28"OAK
8	24"OAK
9	30"OAK
10	33"OAK
11	25"OAK
12	30"OAK
13	24"OAK
14	26"OAK
15	35"OAK
16	38"OAK
17	30"OAK
18	24"OAK
19	30"OAK
20	50"OAK
21	40"OAK
22	52"OAK
23	42"OAK
24	24"OAK
25	36"OAK
26	24"OAK
27	30"OAK
28	36"OAK
29	36"OAK
30	24"OAK
31	50"OAK
32	30"OAK
33	24" PINE
34	33" PINE
35	24" OAK
36	24" OAK
37	31" OAK
38	26" OAK
39	24" OAK
40	24" OAK
41	24" OAK

**TREE #34 TO BE EVALUATED
BY ARBORIST TO
CONFIRM/VERIFY HEALTH
AND OVERALL CONDITION**

EXISTING TREE SUMMARY:



Total Existing Heritage Trees: +/- 0

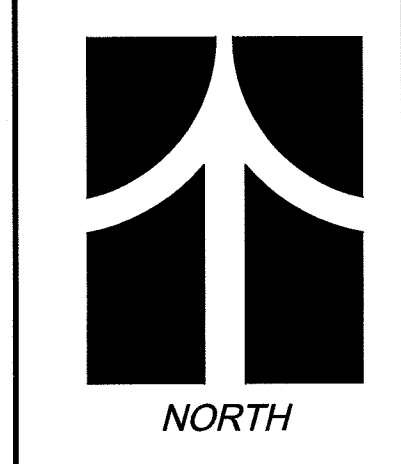
Total Existing Specimen Trees:	+/- 41
Specimen Trees Required to Save:	10% of Existing
Specimen Trees To Be Removed:	+/- 19 (+/- 46%)
Specimen Trees To Remain:	+/- 22 (+/- 54%)
Tree Canopy Coverage:	+/- 69 Acres (98%)
Percentage Required to Save:	10% of Existing
Tree Canopy Actually Saved:	+/- 15 Acres (21%)

NOTES:

1. TREE INFORMATION OBTAINED FROM SURVEY PREPARED BY ESP ASSOCIATES P. A. ENTITLED "TOPOGRAPHIC & TREE SURVEY OF TAX PARCELS: PART #01741101, #01707227 & #01707228" DATED AUGUST 5, 2016.
2. BOUNDARY FOR SUBJECT SITE OBTAINED FROM SURVEY PREPARED BY ESP ASSOCIATES P. A. ENTITLED "ALTA/NSPS LAND TITLE SURVEY OF TAX PARCELS: PART #01741101, #01707227 & #01707228" DATED AUGUST 1, 2016.

LEGEND:

-  Specimen Tree to Be Removed
-  Specimen Tree to Remain



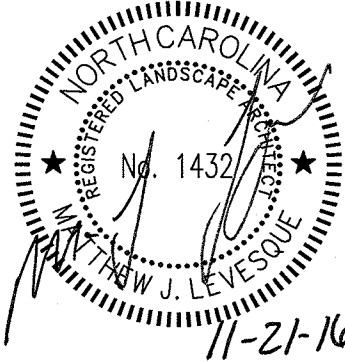
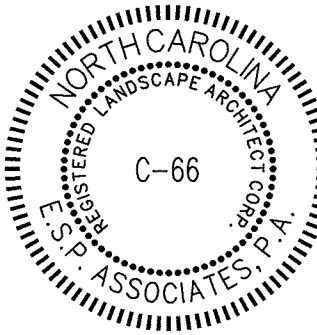
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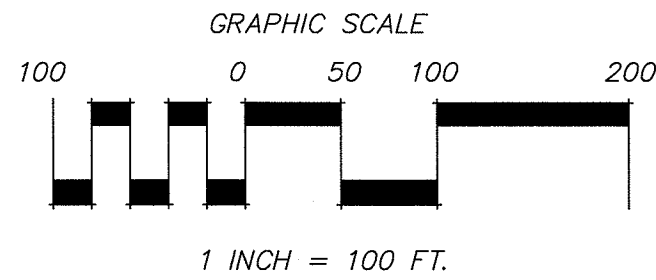
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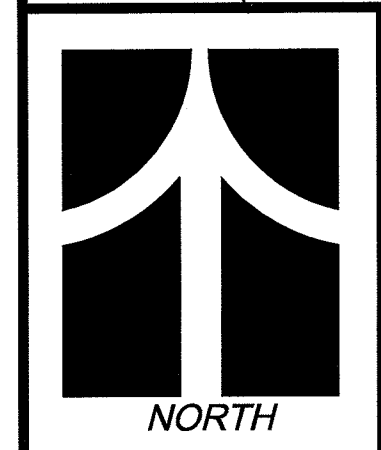
Magnolia Walk Major Subdivision Sketch Plan

EPM # 368972

Preliminary Tree Preservation Plan (Sheet 2 of 2)

PROJECT LOCATION	HUNTERSVILLE, NC
------------------	------------------

[illegible]



Note: All setbacks shown are minimum requirements

DEVELOPMENT NOTES:

1. ALL DEVELOPMENT AND CONSTRUCTION SHALL COMPLY WITH ALL ZONING AND SUBDIVISION STANDARDS OF THE TOWN OF HUNTERSVILLE, MECKLENBURG COUNTY, AND NECDMA AND ALL APPLICABLE STATE AND FEDERAL LAWS.
2. THIS PROPERTY MAY BE SUBJECT TO ANY EASEMENTS AND/OR RIGHT-OF-WAY OF RECORD.
3. ALL AREAS DESIGNATED AS COMMON AND/OR OPEN SPACE SHALL BE OWNED AND MAINTAINED BY THE HOMEOWNERS ASSOCIATION AND DESIGNATED FOR PERPETUITY.
4. ACCESS (INGRESS/EGRESS) LOCATION SHOWN ON THIS SKETCH PLAN AREA SUBJECT TO REVIEWING VERTICAL CURVES, GRADES, AND THE LOCATION OF EXISTING DRIVE LANE IMPROVEMENTS (INCLUDING RIGHT-OF-WAY AND INTERSECTION WITH ADJACENT AND OPPOSING ACCESS POINTS, MODIFICATIONS TO PLAN MAY BE REQUIRED).
5. LARGE MATURING TREES WILL BE PLANTED 40' O/C WITHIN THE REQUIREMENT STRIP ALONG ADJACENT DRIVEWAYS AND DRIVEWAYS TO THE PARKWAYS WHERE EXISTING TREES CAN SATISFY THE STREET TREE REQUIREMENT. SMALL MATURING TREES ARE TO BE USED WHERE OVERHEAD POWER LINES EXIST.
6. LOCATIONS SUBJECT TO CHANGE DURING CONSTRUCTION DOCUMENTATION.
7. TRUCK LOCATIONS ARE TO BE SITED IN CONFORMANCE WITH USFS DURING CONSTRUCTION DOCUMENT PHASE. GARAGE TO BE PICKED UP AT EACH RESIDENCE VIA ROLL-OUT CONTAINERS, THESE METHODS ARE SUBJECT TO CHANGING PENDING PERMITS AND ORDINANCES.
8. FOR LOTS 60 FEET WIDE OR LESS, DRIVEWAYS SHALL BE NO MORE THAN 14 FEET WIDE AS MEASURED ALONG THE PUBLIC STREET RIGHT-OF-WAY FOR A DETACHED HOUSE AND TWO-UNIT ATTACHED HOUSE TYPE, OR LOT WIDTH MINUS 10 FEET, AND SHALL BE NO MORE THAN 20 FEET WIDE AS MEASURED ALONG THE PUBLIC STREET RIGHT-OF-WAY FOR A DETACHED HOUSE AND TWO-UNIT ATTACHED HOUSE TYPE, FOR THREE OR MORE UNIT ATTACHED HOUSE TYPES, DRIVEWAY WIDTH SHALL NOT EXCEED THE LOT WIDTH.
9. DRIVEWAYS SHALL BE NO MORE THAN 14 FEET WIDE AS MEASURED ALONG THE PUBLIC STREET RIGHT-OF-WAY (TOWN OF HUNTERSVILLE ORDINANCE 8.16.3).
10. WHEN FRONT ENTRY GARAGES ARE USED, IT IS RECOMMENDED TO MINIMIZE THE EXPOSURE OF FRONT PORCHES AND GARAGES BY HAVING A BUILDING FEATURE PROJECTING FROM OR FLUSH WITH THE GARAGE, HAVE A COLUMN TO SEPARATE A TWO-CAR GARAGE OR ANY OTHER TECHNIQUE AS DETERMINED BY THE OWNER TO DISCREETLY INTEGRATE THE TOWN OF HUNTERSVILLE ORDINANCE 8.16.4.
11. DIRECT ACCESS FROM LOTS TO A THROUGHFARE IS PROHIBITED.
12. LOTS SUBJECT TO FLOODING SHOULD NOT BE ESTABLISHED IN SUBDIVISIONS EXCEPT AS PROVIDED IN SECTION 7.280 OF THE TOWN OF HUNTERSVILLE SUBDIVISION ORDINANCE.
13. ANY CONSTRUCTION OR USE WITHIN THE AREAS DELINEATED BY FLOODWAY FRINGE DISTRICT BOUNDARY LINE AND FLOODWAY DISTRICT ENCROACHMENT LINE IS LIMITED TO THE REDUCTION OF THE FLOODWAY DISTRICT SUBDIVISION ORDINANCE.
14. THE TOWN OF HUNTERSVILLE BUILD-TO-LINE IS DEFINED AS, "A LINE EXTENDING THROUGHOUT A LOT OF WHICH IS GENERALLY PARALLEL TO THE FRONT PROPERTY LINE AND MARKS THE LOCATION FROM WHICH THE PRINCIPLE VERTICAL PLANE OF THE BUILDING OR BUILDINGS BEING ERRECTED SHALL BE LOCATED. AND SIMILAR APPURTENANCES, MUST BE ERRECTED; INTENDED TO CREATE AN EVEN BUILDING FACADE LINE ON A STREET." THE BUILD-TO-LINE IS ESTABLISHED ON THE RECORD PLAT.
15. RESIDENTIAL LOT TREES:
 - LOTS LESS THAN 10,000 SF: 1 FRONT, 1 REAR YARD TREE REQUIRED
 - LOTS FROM 10,000 - 15,000 SF: 1 FRONT, 2 REAR YARD TREES REQUIRED
 - LOTS ABOVE 15,000 SF: 1 FRONT, 2 REAR YARD TREES REQUIRED
16. WATER SERVICE TO BE PROVIDED BY CHARLOTTE-WATER.
17. SANITARY SEWER SERVICE TO BE PROVIDED BY CHARLOTTE-WATER.
18. SITE PLAN AND LAYOUT FOLLOW THE TOWN OF HUNTERSVILLE FOUR-STEP PROCESS AND COMPLY WITH THE TOWN OF HUNTERSVILLE SUBDIVISION ORDINANCE.
19. APPLICANT REQUESTS WAIVER FROM ARTICLE 7.5.6 OF THE HUNTERSVILLE ZONING ORDINANCE TO EGRESS/ACCESS INTO SITE FROM STATESVILLE ROAD, AT CONNECTION TO HIGHWAY 60, AND TO THE 20' BUFFER DISTANCE OF THE DRIVE OR LOT #52 & 68-71, GRADING AND CLEARING SHALL BE PERMITTED IN THESE AREAS OF THE 20' PERIMETER BUFFER AS DESIGNATED ON THE SKETCH PLAN. IN AREAS OF DISTURBANCE, THE BUFFER SHALL BE REPLANTED IN THESE AREAS PER ARTICLE 7.5.3 OF THE HUNTERSVILLE ZONING ORDINANCE.
20. THE 20' PERIMETER BUFFER SHALL REMAIN UNDISTURBED ALONG THE PROPERTY LINE IN OTHER AREAS OF THE SITE WITH THE EXCEPTION OF THE AFOREMENTIONED.
21. IF NATURAL VEGETATION IS NOT FOUND IN THESE AREAS, THE BUFFER SHALL BE REPLANTED IN PER ARTICLE 7.5.3. OF THE HUNTERSVILLE ZONING ORDINANCE.
22. PARALLEL PARKING SPACES SHOWN ON THE SKETCH PLAN ARE SUBJECT TO CHANGE. LOCATIONS SUBJECT TO MEETING MINIMUM SIGHT DISTANCE REQUIREMENTS.
23. IF THE BUFFER IS PROVIDED DURING CONSTRUCTION, THE EXISTING VEGETATION DOES NOT EXIST, THE BUFFER SHALL BE REPLANTED PER ARTICLE 7.5.3 OF THE HUNTERSVILLE ZONING ORDINANCE.
24. IF THE INTERSECTION IS SUBJECT TO BE PROVIDED AT THE BACK OF RIGHT-OF-WAY FOR ALL STREET INTERSECTIONS. NO DRIVEWAYS ARE PERMITTED WITHIN THE 15' X 15' CORNER EASEMENT AREA.



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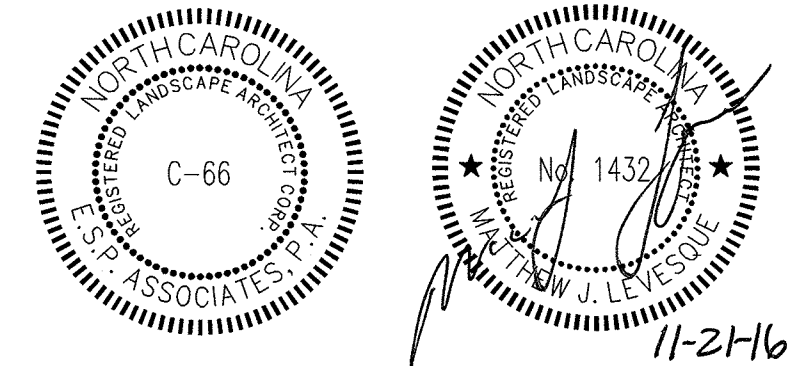
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SEALS



11-21-16

PROJECT

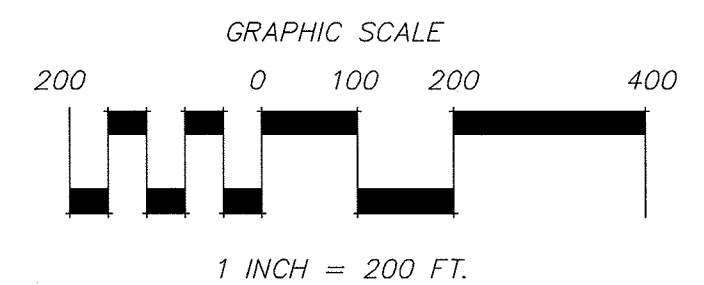
Magnolia Walk Major Subdivision Sketch Plan

EPM # 368972

SHEET TITLE

Major Subdivision Sketch Plan-Overall (SHEET 1 of 4)

PROJECT LOCATION HUNTERVILLE, NC



1 INCH = 200 FT.

PROJECT NO DS19.100

DRAWING DS19-Major Subdivision Sketch Plan.dwg

DATE 08/16/2016

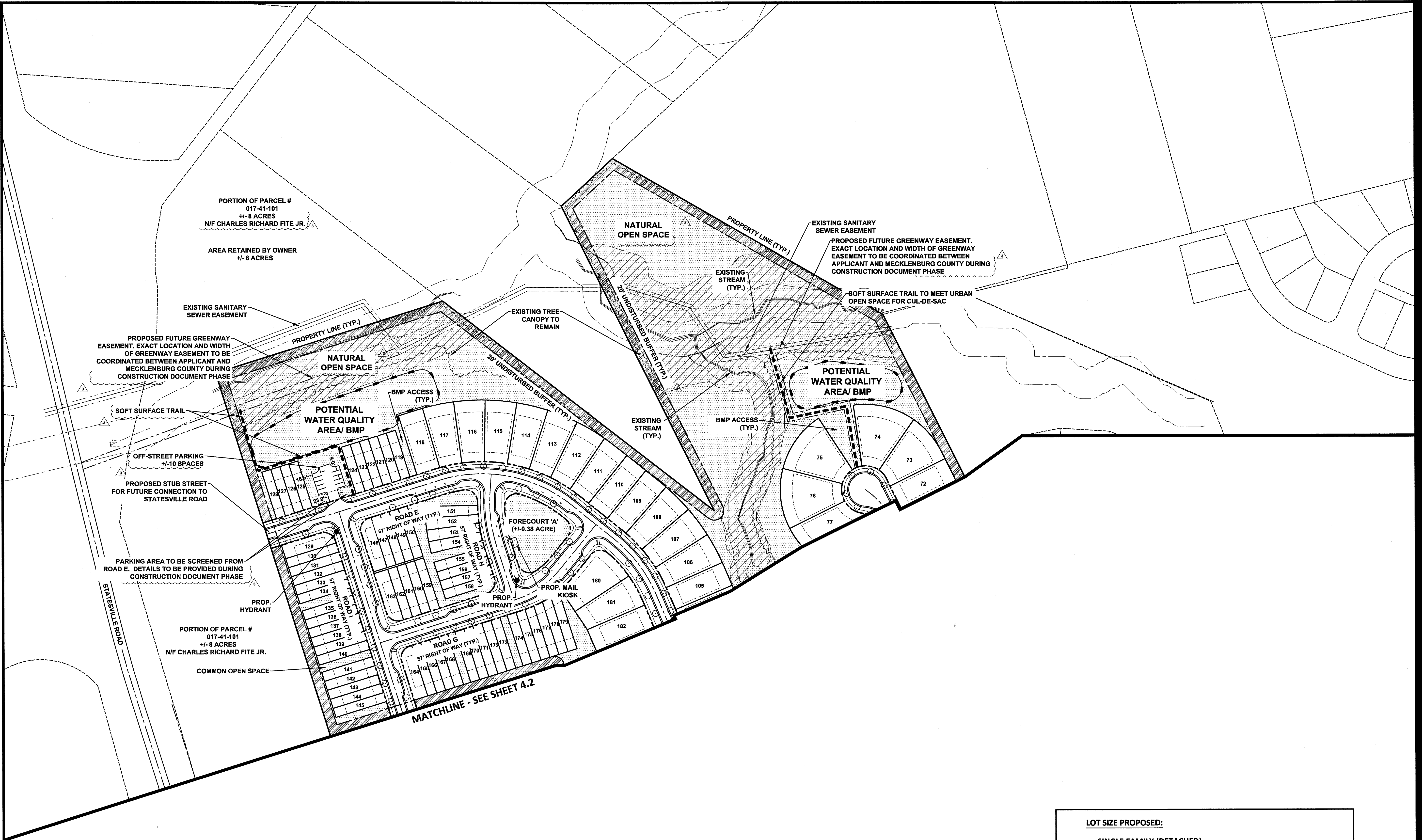
DRAWN BY DG

CHECKED BY MM

AGENCY / SUBMITTAL REVISION

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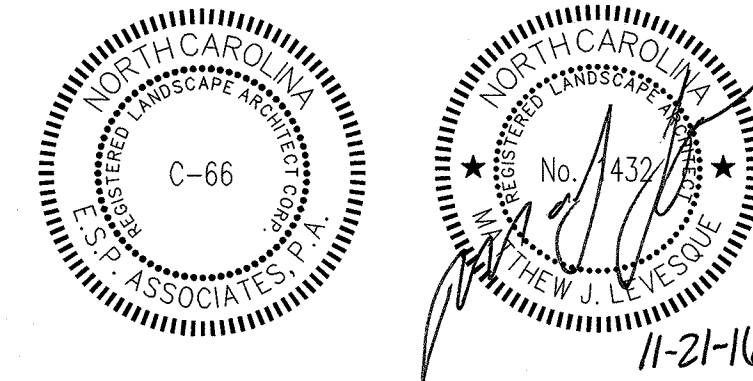
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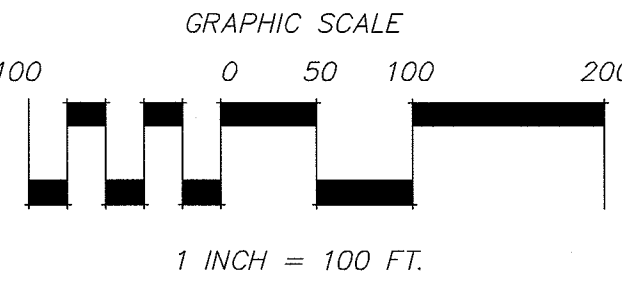
PROJECT

Magnolia Walk Major Subdivision Sketch Plan EPM # 368972

SHEET TITLE

Major Subdivision Sketch Plan -100 Scale (2 of 4)

PROJECT LOCATION HUNTERSVILLE, NC



PROJECT NO DS19.100

DRAWING DS19-Major Subdivision Sketch Plan.dwg

DATE 08/16/2016

DRAWN BY DG

CHECKED BY MM

AGENCY / SUBMITTAL REVISION

NO.	DATE	BY	REVISION
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1	9/1/16	DG	PER STAFF COMMENTS 8/25/16
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2	10/20/16	DG	PER STAFF COMMENTS 9/30/16
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3	11/21/16	DG	PER STAFF COMMENTS 11/15/16
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LOT SIZE PROPOSED:

SINGLE FAMILY (DETACHED)

RANGE OF LOT AREA PROPOSED: 5,000 - 7,500 SF: 96
7,501 - 10,000 SF: 38
10,001 - 15,000 SF: 11

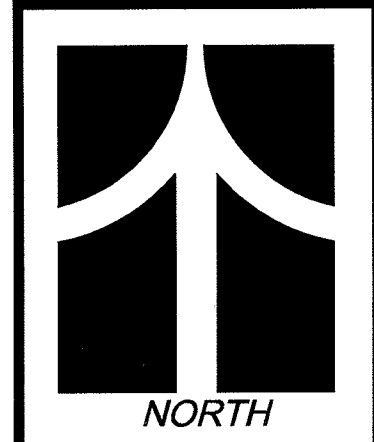
RANGE OF LOT WIDTH PROPOSED: 50' - 59': 131
60' - 69': 11
70' - 79': 3

TOWNHOMES (ATTACHED)

RANGE OF LOT AREA PROPOSED: 2,000 - 3,000 SF: 61

RANGE OF LOT WIDTH PROPOSED: 20' - 29': 61

NOTE: ALL LOTS TO ADHERE TO PERMITTED IMPERVIOUS COVERAGE INCLUDING REQUIREMENTS SET BY MIL-O - MOUNTAIN ISLAND - PA2: MINIMUM 1% OF LOT AREA (150 SF MINIMUM)





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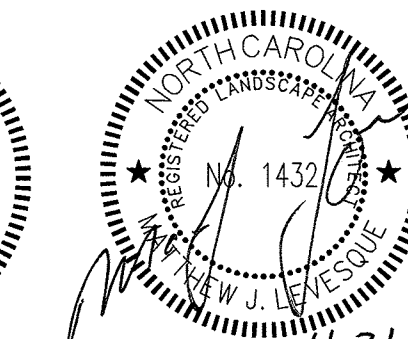
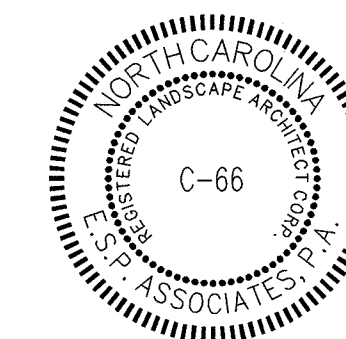
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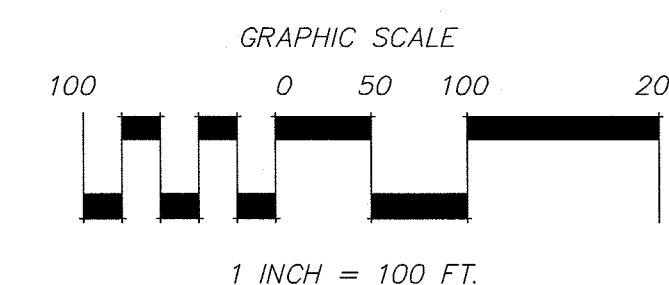
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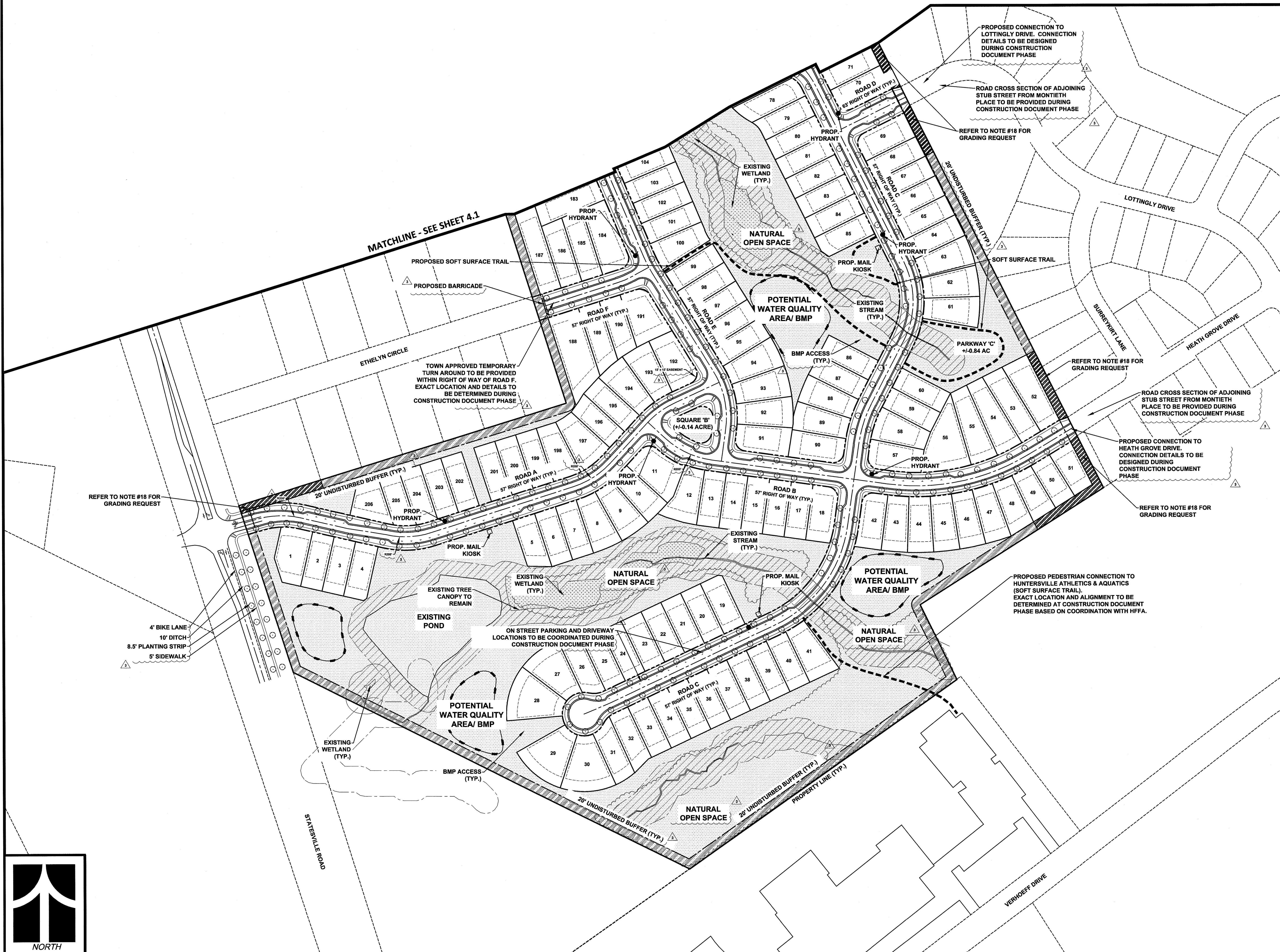
Magnolia Walk Major Subdivision Sketch Plan EPM #368972

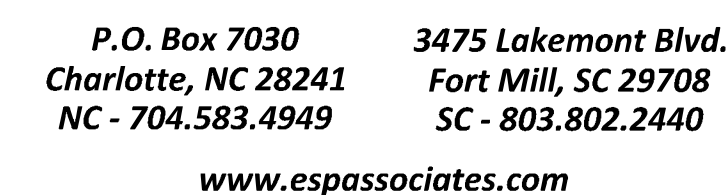
Major Subdivision Sketch Plan -100 Scale (3 of 4)

PROJECT LOCATION HUNTERSVILLE, NC



PROJECT NO	DS19.100		
DRAWING	DS19-Major Subdivision Sketch Plan.dwg		
DATE	08/16/2016		
DRAWN BY	DG		
CHECKED BY	MM		
AGENCY / SUBMITTAL REVISION			
NO.	DATE	BY	REVISION
1	9/1/16	DG	PER STAFF COMMENTS 8/25/16
2	10/20/16	DG	PER STAFF COMMENTS 9/30/16
3	11/21/16	DG	PER STAFF COMMENTS 11/15/16



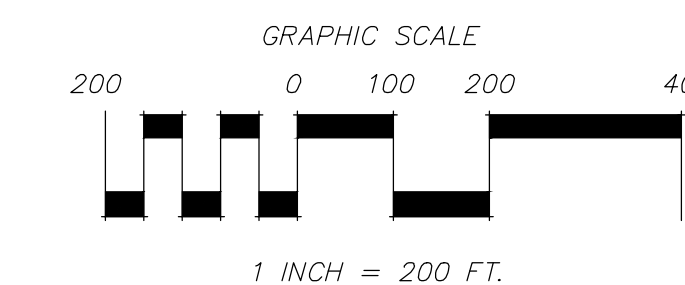


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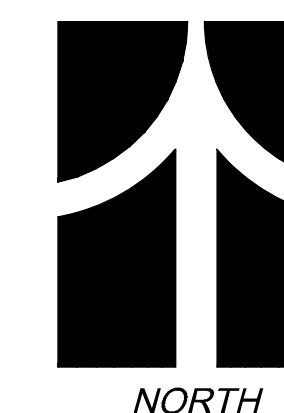
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EPM #368972

PROJECT LOCATION	HUNTERSVILLE, NC
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PROJECT NO	DS19.100		
DRAWING	DS19-Phasing Plan.dwg		
DATE	11/18/2016		
DRAWN BY	GM		
CHECKED BY	MM		
AGENCY / SUBMITTAL REVISION			
NO.	DATE	BY	REVISION





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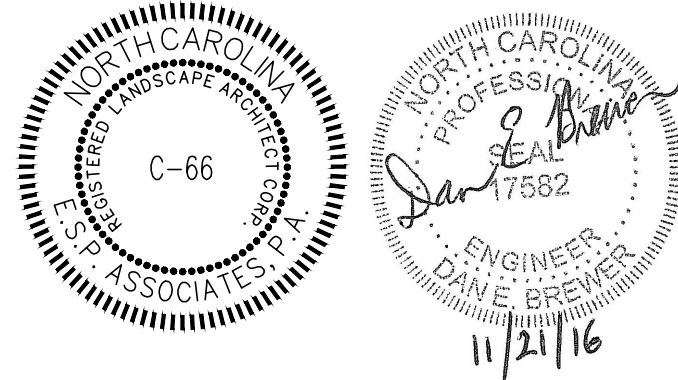
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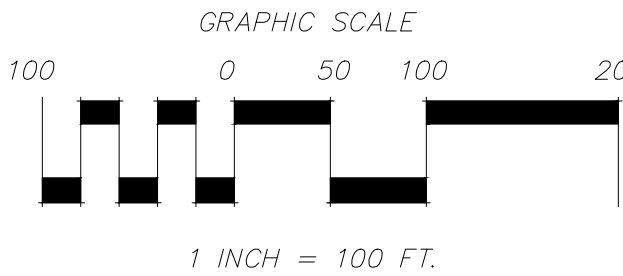
Magnolia Walk Major Subdivision

EPM #368972

SHEET TITLE

Grading and Stormwater Management Plan

PROJECT LOCATION HUNTERSVILLE, NC



PROJECT NO DS19.100

DRAWING DS19-Conceptual Grading.dwg

DATE 10/20/2016

DRAWN BY DS

CHECKED BY DB

AGENCY / SUBMITTAL REVISION

NO.	DATE	BY	REVISION
A	9-01-16	DS	PER REVIEW COMMENTS
B	10-20-16	DS	PER REVIEW COMMENTS
C	11-21-16	BS	PER REVIEW COMMENTS

GRADING

5.0

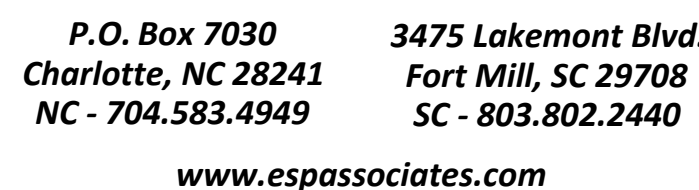


GENERAL NOTES:

- BOUNDARY INFORMATION**
BOUNDARY INFORMATION OBTAINED FROM SURVEY PREPARED BY ESP ASSOCIATES, P.A., ENTITLED "ALTANSPI'S LAND TITLE SURVEY OF TAX PARCELS: PART #01741101, 01707227, & 01707228 DATED AUGUST 1, 2016.
- TOPOGRAPHIC INFORMATION**
TOPOGRAPHIC INFORMATION OBTAINED FROM SURVEY PREPARED FOR ESP ASSOCIATES, P.A., ENTITLED "TOPOGRAPHIC & TREE SURVEY OF TAX PARCELS: PART #01741101, 01707227, & 01707228 DATED AUGUST 5, 2016.
- FLOODPLAIN, STREAM, AND WETLAND INFORMATION**
FLOODPLAIN, STREAM AND WETLAND INFORMATION OBTAINED FROM SURVEY PREPARED BY ESP ASSOCIATES, P.A., ENTITLED "WETLANDS SURVEY OF TRACTS I-XIX TOTALING 233.783 ACRES" DATED MARCH 18, 2016.
- ACCESS POINTS/DRIVEWAYS/STREETS**
1. PROPOSED PROJECT SITE ENTRANCE LOCATIONS ARE CONSIDERED PRELIMINARY IN NATURE AND NEED TO BE VERIFIED FOR ADEQUATE SIGHT DISTANCE.
2. ALL ROADWAY AND STREET SYSTEMS ARE CONSIDERED TO BE PRELIMINARY AND WILL NEED TO BE VERIFIED FOR SUFFICIENCY TO SATISFY OR EXCEED MINIMUM REQUIREMENTS ESTABLISHED IN THE TOWN OF HUNTERSVILLE ZONING AND SUBDIVISION ORDINANCES, AND APPLICABLE STANDARDS IDENTIFIED BY NCDOT. STREET CONNECTIONS ARE CONCEPTUAL AND MAY BE SUBJECT TO CHANGE BASED ON AGENCY INPUT AND REVIEW.
- PUBLIC INFORMATION**
ESP ASSOCIATES IS NOT RESPONSIBLE FOR PLAN DEFICIENCIES CREATED BY INCORRECT, INCOMPLETE, MISSING OR OUTDATED INFORMATION DERIVED FROM PUBLIC SOURCES SUCH AS GIS, PLANNING AND ZONING DEPARTMENTS.

NOTES:

- BMP NOTES**
- ALL BASIN SIDE SLOPES WILL NOT EXCEED 3:1.
 - ALL BASIN WILL HAVE A 10 FT (MIN.) DAM WIDTH.
 - BMP ACCESS & MAINTENANCE EASEMENT, A GRADED 12' ACCESS PATH AT 15% (MAX) SLOPE AND 5% CROSS SLOPE.
 - SLOPES GRADER THAN 10 FT IN VERTICAL HEIGHT SHALL REQUIRE ADEQUATE TERRACING (INCLD # 30.16, NCSOPDM 5.02)
- STORM DETENTION STRUCTURE NOTES**
- STORM DETENTION BOX LOCATED IN PARALLEL PARKING SPACES TO BE PER STANDARD DRAWING 285.2.

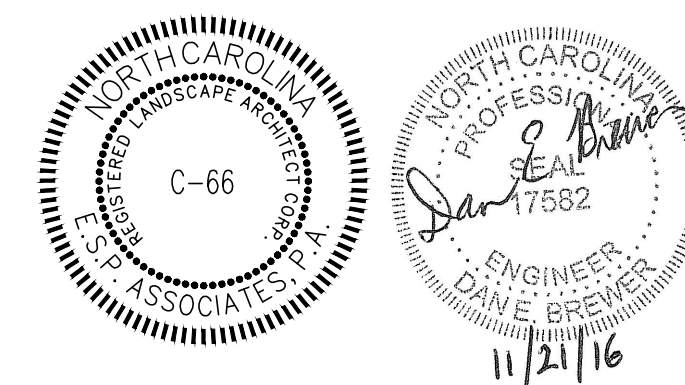


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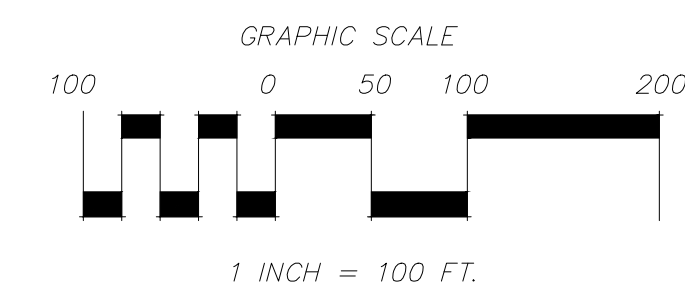
PROJECT

**Magnolia Walk
Major Subdivision
EPM #368972**

SHEET TITLE

Grading and Stormwater Management Plan

PROJECT LOCATION	HUNTERSVILLE, NC
------------------	------------------

[illegible]

GRADING

5.1



GENERAL NOTES:

BOUNDARY INFORMATION

BOUNDARY INFORMATION OBTAINED FROM SURVEY PREPARED BY ESP ASSOCIATES, P.A., ENTITLED "ALTA/NSPS LAND TITLE SURVEY OF TAX PARCELS PART #01741101, 01707227, & 01707228 DATED AUGUST 1, 2016.

TOPOGRAPHIC INFORMATION

TOPOGRAPHIC INFORMATION OBTAINED FROM SURVEY PREPARED FOR ESP ASSOCIATES, P.A., ENTITLED "TOPOGRAPHIC & TREE SURVEY OF TAX PARCELS : PART #01741101, 01707227, & 01707228 DATED AUGUST 5, 2016.

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ACCESS POINTS/DRIVEWAYS/STREETS

1. PROPOSED PROJECT SITE ENTRANCE LOCATIONS ARE CONSIDERED PRELIMINARY IN NATURE AND NEED TO BE VERIFIED FOR ADEQUATE SIGHT DISTANCE.
2. ALL ROADWAY AND STREET SYSTEMS ARE CONSIDERED TO BE PRELIMINARY AND WILL NEED TO BE VERIFIED FOR SUFFICIENCY TO SATISFY OR EXCEED MINIMUM REQUIREMENTS ESTABLISHED IN THE TOWN OF HUNTERSVILLE ZONING AND SUBDIVISION ORDINANCES, AND APPLICABLE STANDARDS IDENTIFIED BY NCDOT. STREET CONNECTIONS ARE CONCEPTUAL AND MAY BE SUBJECT TO CHANGE BASED ON AGENCY INPUT AND REVIEW.

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LOT ALLOWABLE		BUA CHART	
LOT #	Allowable BUA	Reserve BUA	Max Allowable BUA (s.f.)
50' x 130' (146)	55%		602,250
20' x 112' (60)	65%		93,600
Max Total BUA (sf)			695,850
Note: A BUA As-built lot survey shall be provided prior to issuance of C.O. for each lot			
RIGHT-OF-WAY (ROW) ALLOWABLE BUA SUMMARY			
Roads (sf)			87,375
Curb & Gutter (sf)			30,680
Sidewalk (sf)			76,700
Dr/way Aprons (sf)			16,350
Road Improvements			9,825
Max Total BUA (sf)			220,930
Note: A BUA As-built of the right-of-way shall be provided prior to issuance of BMP As-built approval			
TOTAL SITE ALLOWABLE BUA SUMMARY			
Total Site Area (sf)			3,056,997
Max Lot BUA (sf)			695,850
Max Road BUA (sf)			220,930
Max Site BUA (sf)			916,780
Max Site BUA (%)			29.99%
SITE / BMP ALLOWABLE BUA SUMMARY			
BMP #1 (sf)			533,610
BMP #2 (sf)			267,023
BMP #3 (sf)			434,293
BMP #4 (sf)			335,412
BMP #5 (sf)			125,453
BMP #6 (sf)			257,004
Total BMP Drainage areas (sf)			1,952,795
Total BMP Max Allowable BUA (sf)			1,366,956
BMP Max Allowable BUA exceeds Max Site BUA, therefore OK			



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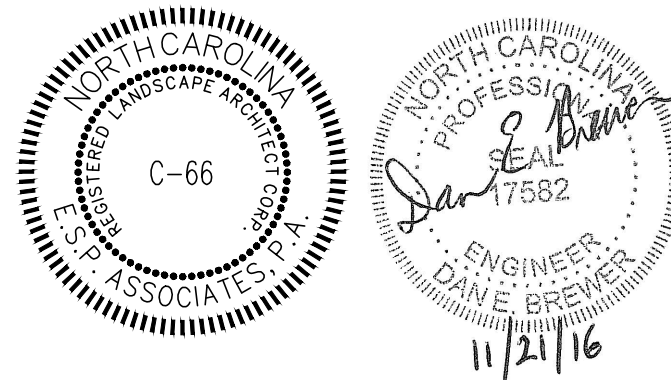
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CLIENT

Mattamy Homes

2127 Ayrslay Town Blvd
Suite 201
Charlotte NC 28273

SEALS



PROF.

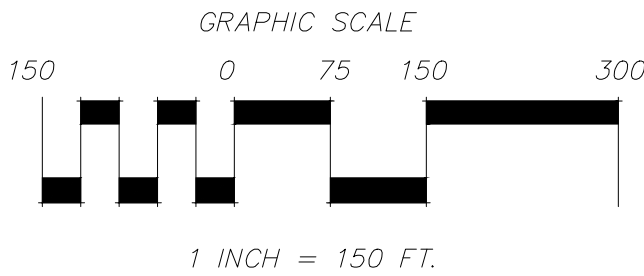
Magnolia Walk Major Subdivision

EPM #368972

SHEET TITLE

Proposed BMP and Detention Drainage Areas

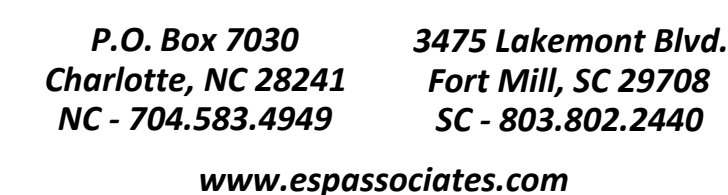
PROJECT LOCATION	HUNTERSVILLE, NC
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DRAWING		DS19-Conceptual Grading.dwg	
DATE		10/20/2016	
DRAWN BY		DS	
CHECKED BY		DB	
AGENCY / SUBMITTAL REVISION			
NO.	DATE	BY	REVISION
A	9-01-16	DS	PER REVIEW COMMENTS
B	10-20-16	DS	PER REVIEW COMMENTS
C	11-21-16	BS	PER REVIEW COMMENTS

BMP Drainage

6.0

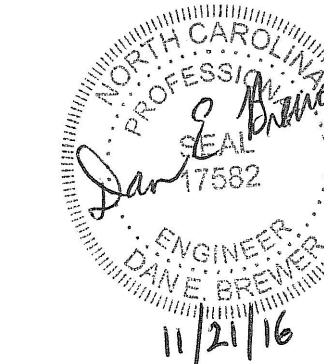
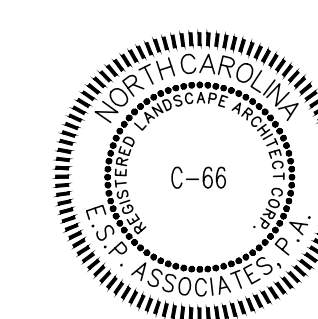


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Charlotte NC 28273

SEALS



EPM #368972

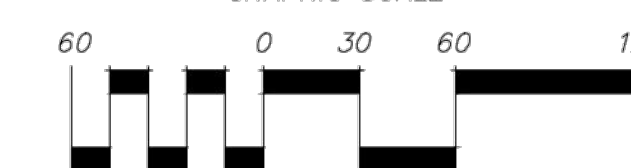
SHEET TITLE

SHEET TITLE

Fire Apparatus Exhibit (Sheet 1 of 3)

PROJECT LOCATION	HUNTERSVILLE, NC
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GRAPHIC SCALE



1 INCH = 60 FT.

PROJECT NO DS19.100

DRAWING DS19-Fire Apparatus Plan.dwg

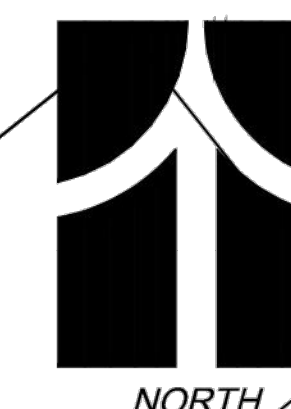
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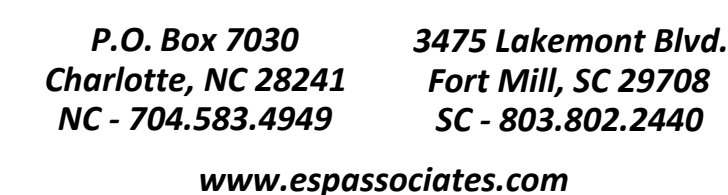
DRAWN BY	GM
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CHECKED BY MM

AGENCY / SUBMITTAL REVISION

NO.	DATE	BY	REVISION
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ESP Associates, P.A.

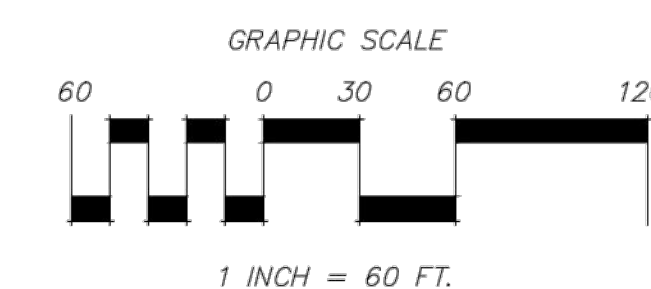
2127 Ayrley Town Blvd
Suite 201
Charlotte NC 28273



EPM #368972

**Fire Apparatus
Exhibit
(Sheet 2 of 3)**

PROJECT LOCATION	HUNTERSVILLE, IN
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PROJECT NO				DS19.100			
DRAWING				DS19-Fire Apparatus Plan.dwg			
DATE				11/21/2016			
DRAWN BY				GM			
CHECKED BY				MM			
AGENCY / SUBMITTAL REVISION							
NO.	DATE	BY	REVISION				

[illegible]



P.O. Box 7030 3475 Lakemont Blvd.
Charlotte, NC 28241 Fort Mill, SC 29708
NC - 704.583.4949 SC - 803.802.2440
www.espassociates.com

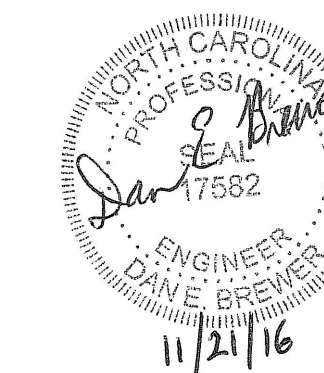
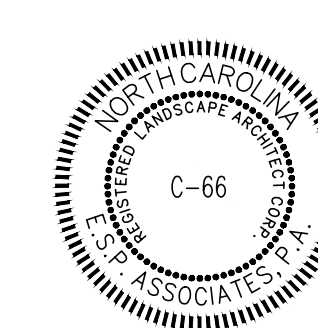
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ESP Associates, P.A.

CLIE

Mattamy Homes

2127 Ayrslay Town Blvd
Suite 201
Charlotte NC 28273

SEA



BBC

**Magnolia Walk
Major Subdivision
Sketch Plan**

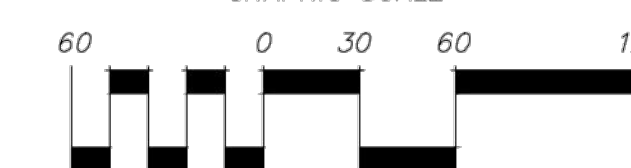
EPM #368972

— **CLC**

**Fire Apparatus
Exhibit
(Sheet 3 of 3)**

PROJECT LOCATION HUNTERSVILLE, IN

GRAPHIC SCALE



1 INCH = 60 FT

PROJECT NO DS19.100

DRAWING DS19-Fire Apparatus Plan.dwg

DATE	11/21/2016
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DATE	11/
DRAWN BY	GM

CHECKED BY MM

AGENCY / SUBMITTAL REVISION

AGENCY / SUBMITTAL REVISION			
NO.	DATE	BY	REVISION

NO.	DATE	BY	REVISION

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72

1.2

1000

7.2



December 13, 2016

Mr. Bob Wiggins
Mattamy Homes
2127 Ayrsley Town Boulevard, Suite 201
Charlotte, NC 28273

Re: Adequate Public Facilities (APF) Application – Magnolia Walk: 206 Single Family Units (File #2016-13)

Dear Mr. Wiggins:

The Town has completed its review of the above referenced APF Application and deemed it to be complete, per Article 13.6.3 of the Zoning Ordinance. Based upon your request for an allocation of capital facilities for the above-referenced development proposal, consisting of 206 single family units, I am issuing a "Determination of Adequacy (DOA)" for the following public facilities:

- Fire Vehicles
- Fire Facilities
- Police Facilities
- Police Vehicles
- Indoor Park & Recreation Facilities
- Parks Acreage

Please be advised that this DOA is valid for one (1) year, or until December 13, 2017, by which date this development proposal must have achieved vesting, per Section 2.2 of the Zoning Ordinance.

Please feel free to contact me with any questions @ brichards@huntersville.org or by phone: (704) 766-2218.

Sincerely,

A handwritten signature in black ink that reads "Brian Richards".

Brian Richards
GIS Administrator

Cc: Jack Simoneau, AICP, Planning Director
Gerry Vincent, Assistant Town Manager
Robert Blythe, Town Attorney
David Peete, Principal Planner

Planning

Post Office Box 664 • 105 Gilead Road, Third Floor • Huntersville, NC 28070
phone 704.875.7000 • fax 704.992.5528 • www.huntersville.org

MAGNOLIA WALK

NEIGHBORHOOD MEETING

October 20, 2016

6 pm - 7 pm

PERSONS AND ORGANIZATIONS CONTACTED WITH DATE AND EXPLANATION OF HOW CONTACTED:

A representative of the applicant mailed a written notice of the date, time and location of the Neighborhood Meeting to the individuals and organizations set out on **Exhibit A-1** attached. A copy of the written notice **Exhibit A-2** attached was sent via U.S. Mail on October 7, 2016.

DATE, TIME AND LOCATION OF MEETING:

The Neighborhood Meeting for Magnolia Walk was held on Thursday October 20, 2016 from 6:00 to 7:00 p.m. at Huntersville Town Hall located at 101 Huntersville-Concord Road, Huntersville, North Carolina.

PERSONS IN ATTENDANCE AT MEETING (see attached copy of sign-in sheet):

The Neighborhood Meeting was attended by those individuals identified on the attached sign-in sheet **Exhibit B**.

INTRODUCTION & SUMMARY OF PROJECT:

Items presented at the Neighborhood Meeting included a Site Aerial (**Exhibit C-1**), Illustrative Rendering (**Exhibit C-2**), and Sketch Plan (**Exhibit C-3**). Mr. Bob Wiggins with Mattamy Homes gave a brief introduction of the project and explained the submittal process including the purpose of the neighborhood meeting. He discussed that the Neighborhood Meeting is required as part of the Major Subdivision Sketch Plan process with the Town of Huntersville. Mr. Bob Wiggins then introduced the representatives from Mattamy Homes including Jeremy Bunner, James Mathieson, William Kennedy, Mike McElroy, and Jeanine Hay. In addition, representatives from ESP Associates including Dan Brewer, Matt Mandle and Dan Giordano were in attendance. David Peete from the Town of Huntersville Planning Staff was also recognized and introduced. Mr. Bob Wiggins explained the location of the project as directly north of the Huntersville Family Fitness and Aquatic Center (HFFA) on the East side of Statesville Road, west of the Monteith Community. The approximate size of the proposed Magnolia Walk subdivision is +/-70 acres and is being developed by right utilizing the current

NR zoning. Since the current zoning is being utilized and followed on the sketch plan, a rezoning process is not required. Mattamy Homes has submitted a request with the Town of Huntersville for the review of a Major Subdivision Sketch Plan. In addition as part of the process, a traffic impact analysis (TIA) has been conducted and submitted to the Town and is currently under review. Any traffic improvements would be based on review of the TIA and staff feedback. The proposed plan includes a development program of 145 (51' x 130') single family detached homes and 61 (20' wide) townhomes for a total of 206 units on site. The proposed density of the project is currently 2.94 dwelling units per acre. Mr. Bob Wiggins explained that the revised site plan is proposing on-street parking throughout the community and an additional off-street parking area near the townhomes. Per USPS requirement, mail kiosks are shown on the plan in common open space areas where on-street parking is proposed. Mr. Bob Wiggins stated that there would be three points of ingress to the site-the main entrance from Statesville Road and two connections to existing streets in Monteith. Mr. Bob Wiggins went on to discuss plans for a pedestrian trail that may connect Magnolia Walk to HFFA. However, at this time further discussions with HFFA are necessary to understand if HFFA would partner with Mattamy to permit this trail connection. A 20' perimeter buffer is being provided around the perimeter of the site similar to what was done at Monteith. Clearing of the buffer would be necessary to make road connections to Monteith. At this point in the meeting, Mr. Wiggins allowed for questions to be asked by attendees which are summarized below.

DISCUSSION POINTS & QUESTIONS RAISED BY MEETING PARTICIPANTS:

- “What size are the single-family homes?”
 - Petitioner: “They will be approximately 40' wide by 70' deep depending on selected options. Elevations and plans are still being designed”
- “What is the typical square footage of these homes and approximately how much will they cost?”
 - Petitioner: “Square footage of single family homes range from 2,000 SF to 2,500 SF with few modified homes as large as 3,000 SF on a limited basis. The townhomes would range in size from 1,500 to 1,900 SF. The projected price range of the single-family homes is mid to upper \$200,000s with townhomes in the low \$200,000s.”
- “How do these prices compare to the homes in Monteith?”
 - Petitioner: “According to Zillow, Monteith townhomes are in the high \$100,000s and single family homes are in the \$230,000 to \$270,000 range.”
- “What material is used on the townhomes?”
 - Petitioner: “Townhomes are sided with high quality vinyl and accented with brick and stone. Garages would have hardware. They will have a one car garage and a 10' wide front-loaded driveway.”
- “How will cut through traffic be controlled?”
 - Petitioner: “Pocket parks and stop signs will serve as traffic calming techniques”

- “What kind of buffer does the proposed site have?”
 - Petitioner: “There is a 20’ perimeter buffer around the entire site which matches the Monteith subdivision buffer.”
- “When would construction start and how long would the homes take to build?”
 - Petitioner: “Clearing and Grading would take place in 2017 and home construction would take place in multiple phases in 2018. Homes would take between 120 and 150 days to build. Schedule is tentative and subject to change based on agency review and permitting process.”
- “What would be done to control construction traffic?”
 - Petitioner: “Construction traffic would access site through construction entrance from Statesville Road until road connections to Monteith are opened. At that time, streets are public allowing vehicles to travel on them.”
- “Can the buffer at the Heath Grove Drive connection be removed?”
 - Town Staff: “The ordinance requires a minimum 20’ buffer which means that a waiver would be necessary to do away with it.”
- “Will the new sidewalks connect to Monteith sidewalks?”
 - Petitioner: “Yes, proposed street section has sidewalks on both sides of the road and connections will be made to Monteith.”
- “Will there be street trees and street lights in the subdivision?”
 - Petitioner: “Street trees would be provided along the streets based on town spacing requirements selected from the approved plant list. Street lights would be installed by the town’s utility provider – locations and style determined during construction document phase.”
- “What are the chances the proposed trail to HFFA will actually happen?”
 - Petitioner: “In order for the trail to happen, the Town of Huntersville Planning Staff and the staff at HFFA must agree with the proposed trail. If the plan is approved with the trail included, we (Mattamy Homes) are obligated to build it. However, the trail is contingent based on the outcome of discussions between Mattamy and HFFA.”
- “Could speed bumps be installed to slow down traffic?”
 - Town Staff: “The installation of speed bumps does not alleviate speeding issues and therefore is not an approved traffic calming measure.”
- “How does the rest of the submittal process carry out from this point?”
 - Petitioner: “At this time Huntersville Planning Staff is reviewing the submittal. The current schedule is as follows: November 15 – Planning Board
December 5 – Town Board
Dates are tentative based on favorable outcomes and recommendations. Additional information regarding the submittal process can be found on the Town of Huntersville Planning Department website.”

- David Peete with Huntersville Planning explained that the purpose of the TIA is to return traffic habits and flow back to the way they were before the new development existed. He called it the “do no harm” policy.
- “Will all of the detention ponds be actual wet ponds?”
 - Petitioner: The water quality ponds on site will be dry detention, but it is anticipated that the large pond north of the townhome area may be a wet pond.”
- “Monteith has two other stub locations. Are they part of the project?”
 - The applicant explained that these stub locations are not part of the Magnolia Walk project.

Mailing List for Ervin Cook Road:

Existing Owners-			
	PID:	Owner:	Mailing Address:
1	01741101	Charles Richard Jr. Fite	PO Box 2385, Huntersville NC 28070
2	01707227	Martha Sims Sanders & Rebecca Ellen Holdway	98 Mcarthur Avenue SE Concord NC 28025
3	01707228	William W Davis & Mary M Davis	333 Mayberry Lane, Mooresville NC 28115
			Zoning:
			NR
			NR
			NR

Adjacent Owners (within 250')

	PID:	Owner:	Mailing Address:	Zoning:
1	01741118	Authority Charlotte Mecklenburg Hospital	PO Box 36022, Charlotte NC 28236	NR
2	01741116	Chronic Disease Mecklenburg County & C/O Real Estate/Finance Department	600 E 4th Street Fl 11, Charlotte, NC 28202	NR
3	01741115	Store Master Funding IV LLC	8501 E Princess Drive Suite 190, Scottsdale AZ 85255	CB
4	01739101	Property Resources LLC	12705 West Colonial Drive, Winter Garden FL 34787	HC
5	01741108	Linda Fite	PO Box 1402, Huntersville, NC 28078	NR
6	01741109	Linda D Fite	PO Box 1402, Huntersville, NC 28078	NR
7	01741110	Linda D Fite	PO Box 1402, Huntersville, NC 28078	NR
8	01741111	Linda Fite	PO Box 1402, Huntersville, NC 28078	NR
9	01741112	Linda Fite	PO Box 1402, Huntersville, NC 28078	NR
10	01741113	Linda Fite	PO Box 1402, Huntersville, NC 28078	NR
11	01741114	Stan P Nixon & Bessie B Nixon	4328 Carmel Rd, Charlotte, NC 28211	NR
12	01741102	David A Beatty	PO Box 1721, Davidson, NC 28037	HC
13	01741118	Linda Fite	PO Box 1402, Huntersville, NC 28078	NR
14	01741104	Linda Fite	PO Box 1402, Huntersville, NC 28078	NR
15	01741105	Thomas M Bowers, Timothy W Bowers & Daniel W Bowers	30011 Del Ray, Temecula CA 92591	NR
16	01741106	Chin Chen Yang	13033 Ethelyn Circle, Huntersville, NC 28078	NR
17	01741107	Linda Drake Fite	PO Box 1402, Huntersville, NC 28078	NR
18	01739102	Cars-DBS LP	8270 Greensboro Drive #950, Mclean VA 22120	VS(CD)
19	01745101	The Bowman Group	10228 Gaverner Lane Bvd #3002, Williamsport MD 21795	SP
20	01745102	B&B Partnered Investments LLC	100 Center Lane, Huntersville NC 28078	CB
21	01745109	B&B Partnered Investments LLC	100 Center Lane, Huntersville NC 28078	CB
22	01745108	Mark Charles Smith & Kathleen D Smith	3636 Live Oaks Avenue, Terrell NC 28662	CB
23	01744101	EP Realy NC LLC	4401 Colwick Road, Charlotte NC 28211	VS
		Margie Taylor,	13027 Mt Holly-Huntersville Rd, Huntersville NC 28078,	
		Anne Settlemyer,	930 Estes Rd Lorena TX 76655,	
		James SR Earnhardt,	13424 Mt Holly-Huntersville Rd, Huntersville NC 28207	
24	01708104	Lois Lathan	11813 Chase Wellesly Drive Apt 1022, Richmond VA 23233	GR
25	01708103	Marjorie Taylor	510 Mt Holly-Huntersville Rd, Huntersville NC 28078	GR
26	01707242	Eric A Good & Cindy N Good	PO Box 653, Huntersville NC 28078	GR
27	01707225	Carol Ann Queen	1127 Clearspring Drive, Charleston SC 29412	GR

28	01707232	Janet Davis Dove	13200 Mt Holly- Huntersville Rd, Huntersville NC 28078	GR
29	01707226	Daniel A Ranson & Kandi K Ranson	13353 Old Statesville Rd, Huntersville NC 28078	NR
30	01707501	Association Inc Monteith Place Homeowners & C/O CSI Property Management	PO Box 4810, Davidson NC 28036	NR(CD)
31	01707269	Association Inc Monteith Place Homeowners & C/O CSI Property Management Steven P Talbot, Susan D Stuckey,	PO Box 4810, Davidson NC 28036	NR(CD)
32	01707257	Trustees Under Steven Talbot & Susan Stuckey Family Legacy Trust	11630 Lottingly Drive, Huntersville NC 28078	NR(CD)
33	01707258	Ann N Kuhl	11626 Lottingly Drive, Huntersville NC 28078	NR(CD)
34	01707259	Stephen II Owens & Ashley Owens	11622 Lottingly Drive, Huntersville NC 28078	NR(CD)
35	01707260	Yovany Batista & Sarah Aruta	11618 Lottingly Drive, Huntersville NC 28078	NR(CD)
36	01707261	Benjamin Keith Latimer & Katrina Lynn Latimer	11614 Lottingly Drive, Huntersville NC 28078	NR(CD)
37	01707262	Nicole Napodano	11608 Lottingly Drive, Huntersville NC 28078	NR(CD)
38	01707263	William J Van Allen & Angela Van Allen	11604 Lottingly Drive, Huntersville NC 28078	NR (CD)
39	01707268	Association Inc Monteith Place Homeowners & C/O CSI Property Management	PO Box 4810, Davidson NC 28036	NR(CD)
40	01707256	Brandon Michael Sides & Leanna Renee Sides	12531 Surreykirt Lane, Huntersville NC 28078	NR(CD)
41	01707255	Howard E Jr Logan	12527 Surreykirt Lane, Huntersville NC 28078	NR(CD)
42	01707254	Corey Newton & Crystal Newton	12523 Surreykirt Lane, Huntersville NC 28078	NR(CD)
43	01707253	Jennifer E Mccllland	12519 Surreykirt Lane, Huntersville NC 28078	NR(CD)
44	01707252	James Clinton Roberson	12515 Surreykirt Lane, Huntersville NC 28078	NR(CD)
45	01707251	Justin Winge & Ashley Winge	12511 Surreykirt Lane, Huntersville NC 28078	NR(CD)
46	01707250	Jerame Donley	12507 Surreykirt Lane, Huntersville NC 28078	NR(CD)
47	01707249	Amerly T Hazembuller & Rafael E hazembuller	12503 Surreykirt Lane, Huntersville NC 28078	NR(CD)
48	01707384	Christopher Scott Miller & Meredith C McIntire-Miller	11529 Lottingly Drive, Huntersville 28078	NR(CD)
49	01707383	Drew E Bobo & Oanh Yang	11525 Lottinlgy Drive, Huntersville NC 28078	NR(CD)
50	01707385	Meshach Cleary & Marcy P Cleary	12514 Surreykirt Lane, Huntersville NC 28078	NR(CD)
51	01707386	Stephen Swanick & Andrea Swanick	12903 Heath Grove Drive, Huntersville NC 28078	NR(CD)
52	01707387	Eduardo Ferrari	12906 heath Grove Drive, Huntersville NC 28078	NR (CD)
53	01707374	Constance Evans & Billy Singletary	12901 Heath Grove Drive, Huntersville 28078	NR (CD)
54	01707375	Greendrive Management LLC	12902 Heath Grove, Huntersville NC 28078	NR(CD)
55	01707376	Richard L Thompson & Linda L Thompson	12832 Heath Grove Drive, Huntersville NC 28078	NR(CD)
56	01707377	Jun Miguei Richardson & Twyla H Richardson	12828 Heath Grove Drive, Huntersville NC 28078	NR(CD)
57	01707378	Ronald Jr Curry	12824 Heath Grove Drive, Huntersville NC 28078	NR(CD)
58	01707271	Association Inc Monteith Place Homeowners & C/O CSI Property Management	PO Box 4810, Davidson NC 28036	NR(CD)

HOA Within 2000'-

1	01719302	PD:	Owner:	Mailing Address:	Zoning:
2	00934297		Owners Association Inc Huntersville Business Property	13801 Reese Boulevard Suite 300, Huntersville NC 28078	CB
3	01737529		Monteith Park Homeowners Association Inc	PO Box 472029, Charlotte NC 28247	NR
			Association Inc Plum Creek Property Owners	PO Box 87, Huntersville NC 28078	GR

Town Staff: Planning Department-

	Title:	Name:	Mailing Address:
1	Planning Director	Jack Simoneau	PO Box 664, 105 Gilead Road, Suite 300, Huntersville, NC 28070
2	Planning Technician	Caroline Sawyer	PO Box 664, 105 Gilead Road, Suite 300, Huntersville, NC 28070
3	Principal Planner	David Peete	PO Box 664, 105 Gilead Road, Suite 300, Huntersville, NC 28070
4	Town Transportation Engineer	Stephen Trott	PO Box 664, 105 Gilead Road, Suite 300, Huntersville, NC 28070

Town Council-

	Title:	Name:	Mailing Address:
1	Mayor	The Honorable John Aneralla, Mayor	15705 Framingham Lane, Huntersville, NC 28708
2	Commissioner	The Honorable Melinda Bales, Commissioner	15426 Ranson Road, Huntersville, NC 28708
3	Commissioner	The Honorable Dan Boone, Commissioner	317 Southland Road, Huntersville, NC 28708
4	Commissioner	The Honorable Mark Gibbons, Commissioner	13818 Bramborough Road, Huntersville, NC 28708
5	Commissioner	The Honorable Charles Guignard, Commissioner	201 Sherwood Drive, Huntersville, NC 28708
6	Commissioner	The Honorable Rob Kidwell, Commissioner	7603 Rolling Meadows Lane, Huntersville, NC 28708
7	Commissioner	The Honorable Danny Phillips, Commissioner	14720 Brown Mill Road, Huntersville, NC 28708

Exhibit A-2



Mattamy Homes
2127 Ayrsley Town Blvd.
Suite 201
Charlotte, NC 28273

October 7, 2016

RE: **Magnolia Walk - Neighborhood Meeting**
Major Subdivision Sketch Plan
Parcel # 01741101 Owner: Charles Richard Fite Jr.
Parcel # 01707228 Owner: Mary M. Davis & William M. Davis
Parcel # 01707227 Owner: Martha Sims Sanders & Rebecca Sims Phillips

Dear Neighbor:

Mattamy Homes cordially invites you to attend a Neighborhood Meeting to share their plans regarding the Magnolia Walk Community. The current plan is proposing a master planned residential community on the site consisting of +/-70 acres. The location of the community is along Statesville Road, just north of the Huntersville Family Fitness & Aquatics Center.

Mattamy Homes has submitted an application and sketch plan to the Town of Huntersville that is currently being reviewed as a Major Subdivision Sketch Plan. Please come join us to hear more about this exciting project:

Magnolia Walk Neighborhood Meeting Location:

Huntersville Town Hall
101 Huntersville-Concord Road
Huntersville, NC 28078

Date & Time:

Thursday, October 20, 2016
6:00 PM – 7:00 PM

Please find the enclosed map and directions to the meeting on the reverse side of this page. Thank you in advance for your interest and participation. We look forward to meeting you and sharing our vision for this exciting new project.

Cordially,

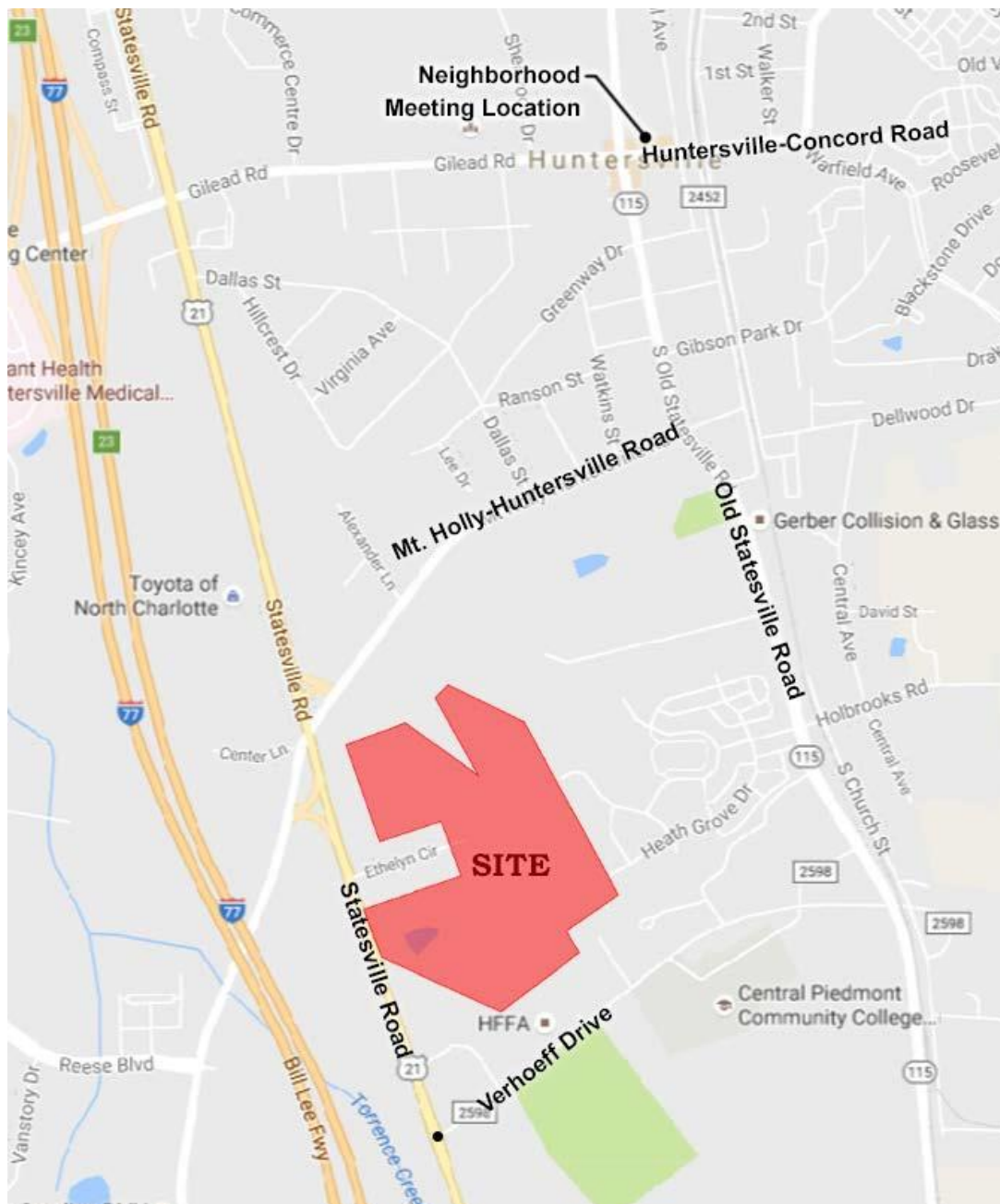
Bob Wiggins
Mattamy Homes

Magnolia Walk Neighborhood Meeting

Huntersville Town Hall

101 Huntersville-Concord Rd, Huntersville, NC 28078

From the intersection of Statesville Road and Verhoeff Drive, head north on Statesville Road and turn right onto Mt. Holly-Huntersville Road. Proceed northeast on Mt. Holly-Huntersville Road and make a left onto Old Statesville Road. Continue north about ½ mile. The destination will be on the corner of Old Statesville Road and Huntersville-Concord Road across from the Cashion's Quik Stop.



**MAGNOLIA WALK
NEIGHBORHOOD MEETING
THURSDAY, OCTOBER 20, 2016
SIGN-IN SHEET**

Exhibit B

Name: MATT MANDUE
Address: ESL
Phone: _____
Email: _____

Name: POB WIGGINS
Address: MATTAM
Phone: _____
Email: _____

Name: JAMES MATHESON
Address: MATTAM
Phone: _____
Email: _____

Name: RON CURRY
Address: 12824 HEATH GROVE DR
Phone: 704-604-4276
Email: rcj2709@carolm.pb.com

Name: JENNIFER DAVIS
Address: 7530 McILWAIN Rd
Phone: 704 918 9357
Email: jennifer.davis078@gmail.com

Name: Daniel + Randy Ranson
Address: 13353 Old Slatesville Rd
Phone: _____
Email: DanielRanson59@gmail.com

Name: James C. Roberson
Address: 12515 Surrey Kirk Ln.
Phone: 704-293-3438
Email: clint.roberson@hotmail.com

Name: DAN GIOIO
Address: ESL
Phone: _____
Email: _____

Name: JEREMY BANNER
Address: MATTAM
Phone: _____
Email: _____

Name: David Peele
Address: TOIT
Phone: _____
Email: _____

Name: Marcy Cleary
Address: 12514 Surrey Kirk Ln
Phone: 704-835-0582
Email: marcycleary@kw.com

Name: DAN BOONE
Address: 317 Southland Rd
Phone: Av. 11c
Email: DANBOONEVC@AOL.COM

Name: Chris Miller
Address: 11529 Lottinway Dr
Phone: 615-556-5776
Email: chrismiller82@gmail.com

Name: Glen + Sara Syers
Address: 13734 Bonnerby
Phone: 704-727-5572
Email: _____

Ben Caggins

Monteth Place

204-948-2739

ben.caggins1976@gmail.com

DRAFT



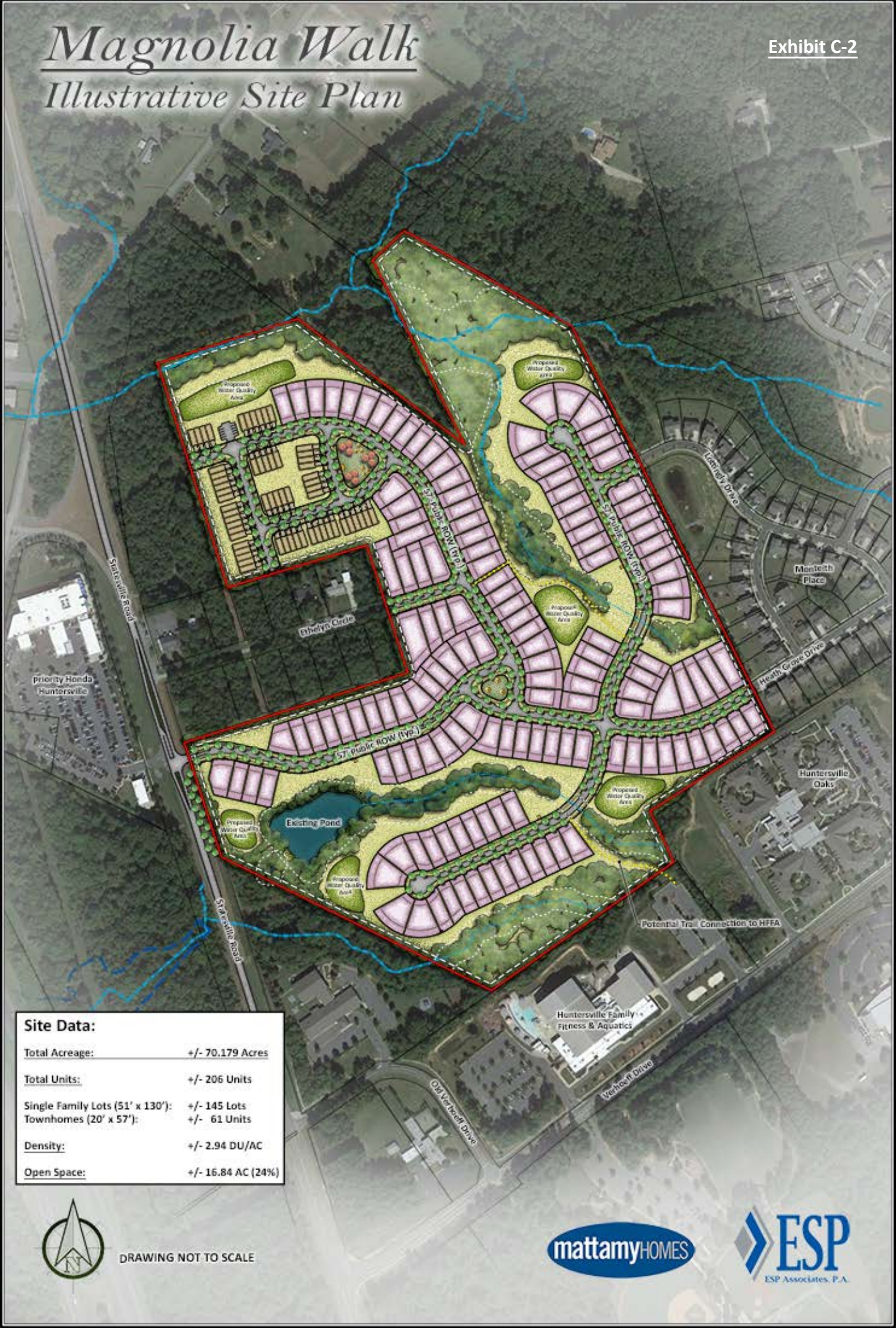
SITE



Magnolia Walk

Illustrative Site Plan

Exhibit C-2



Site Data:

Total Acreage:	+/- 70.179 Acres
Total Units:	+/- 206 Units
Single Family Lots (51' x 130'):	+/- 145 Lots
Townhomes (20' x 57'):	+/- 61 Units
Density:	+/- 2.94 DU/AC
Open Space:	+/- 16.84 AC (24%)



DRAWING NOT TO SCALE

mattamyHOMES

ESP
ESP Associates, P.A.

Town of Huntersville
REQUEST FOR BOARD ACTION
12/19/2016

REVIEWED:

To: The Honorable Mayor and Board of Commissioners
From: Jackie Huffman / Michael Jaycocks / Gerry Vincent / Greg Ferguson
Subject: Amend General Fund and Recreation Center Capital Project Ordinance

As described in a separate item on the December 19, 2016 Agenda, the contract for the Recreation Center needs additional funding of \$1,364,870.08. This item approves changes to two funds:

- 1) Transfers from General Fund balance to the Recreation Center Capital Project Ordinance \$1,364,870.08 from General Fund Balance.
- 2) Authorizes the expenditure of the \$1,364,870.08 out of the Recreation Center Capital Project Ordinance.

ACTION RECOMMENDED:

Amend General Fund budget transferring \$1,364,870.08 to the Recreation Center Capital Project Ordinance and authorize the Recreation Center budget expenditure of same amount.

FINANCIAL IMPLICATIONS:

Use of General Fund Balance of \$1,364,870.08

ATTACHMENTS:

Description	Type
□ Recreation Center Capital Project Ordinance	Backup Material

**TOWN OF HUNTERSVILLE
CONSTRUCTION OF RECREATION CENTER
REVISED CAPITAL PROJECT ORDINANCE**

BE IT ORDAINED by the Board of Commissioners of the Town of Huntersville, North Carolina, that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

SECTION 1. The project authorizes the construction of a multi-court facility with associated equipment. Landscaping, roadway/driveway improvements are also included in the project.

SECTION 2. The officers of the unit are hereby directed to proceed with the capital project within the terms of the budget contained herein.

SECTION 3. The following amounts are appropriated for the project:

Construction, design, equipment, landscaping	
Roadway/driveway improvements, etc.	<u>\$6,701,759.72</u>

TOTAL PROJECT COSTS	<u>\$6,701,759.72</u>
----------------------------	------------------------------

SECTION 4. The following revenues are anticipated to be available to complete this project:

2012 Authorized GO Bonds	\$4,200,000.00
2012 Premium on GO Bonds	38,889.64
2016 Authorized GO Bonds	400,000.00
Capital Reserve Fund- Parks & Recreation	198,000.00
Hotel-Motel Fund Balance Appropriated	500,000.00
Transfer from General Fund	<u>1,364,870.08</u>

TOTAL PROJECT REVENUE	<u>\$6,701,759.72</u>
------------------------------	------------------------------

SECTION 5. The Finance Director is authorized from time to time to transfer as a loan from the General Fund cash in an amount necessary to meet obligations until such time as funding is arranged, at which time repayment will be made and the Finance Director is authorized to sign the Declaration of Official Intent to Reimburse Expenditures as required by Internal Revenue Service regulations.

Town of Huntersville
REQUEST FOR BOARD ACTION
12/19/2016

REVIEWED:

To: The Honorable Mayor and Board of Commissioners
From: Michael Jaycocks
Subject: CPCC Joint Use Agreement

This joint use agreement between the Town of Huntersville and Central Piedmont Community College will allow the town access to the new parking lot to the east of the Recreation Center as well as access to the new CDL parking lot to west of the park. In addition to those two parking lots the town will have access to the existing CPCC parking lots when not in use by CPCC. CPCC will be allowed to use the recreation center to hold certain classes. This agreement will continue as long as the Town holds a lease with Mecklenburg County for the park property.

ACTION RECOMMENDED:

Approve Joint Use Agreement with CPCC.

FINANCIAL IMPLICATIONS:

None.

ATTACHMENTS:

Description	Type
□ Agreement	Backup Material

JOINT USE AGREEMENT

This Joint Use Agreement (“Agreement”) is entered into as the ____ day of _____ 2016, by and between TOWN OF HUNTERSVILLE, a North Carolina Municipal Corporation, (referred to hereinafter as “Town”), party of the first part, and the TRUSTEES OF CENTRAL PIEDMONT COMMUNITY COLLEGE, a body corporate under the 115D-14 of the North Carolina General Statutes (referred to hereinafter as “CPCC”), party of the second part.

STATEMENT

WHEREAS, Town entered into a Lease Agreement dated January 27, 1995, by which Mecklenburg County (“County”) leased to Town certain real property which is depicted in the Amended and Restated Lease Agreement dated December 18, 1995, of record in the Register of Deeds for Mecklenburg County, North Carolina, in Deed Book 8406, at Page 314. The Amended and Restated Lease Agreement concerns the construction of improvements on a greater portion of the property now known as the Huntersville Athletic Community Park (“Athletic Park”), and was last amended and restated on September 29, 2016. The Athletic Park is a parcel of land located at 11720 Verhoeff Drive in Huntersville, and is identified by Tax Parcel #017-421-10; and

WHEREAS, CPCC is the owner of a parcel of land received by a Special Warranty Deed dated August 2, 2001, of record in the Register of Deeds in Deed Book 12548, at Page 430. The parcel adjoins the Athletic Park to the east, and is located at 11930 Verhoeff Drive in Huntersville (the “Merancas Campus”), and is identified by Tax Parcel #017-421-07; and

WHEREAS, CPCC intends to purchase from the County certain parcels of land adjoining the Athletic Park to the west, which are located on or near the corner of Statesville Road and Verhoeff Drive, and are identified by Tax Parcel #'s 017-204-02, 017-421-11, and a portion 017-421-10.

WHEREAS, Town intends to construct a new recreation center (“Rec Center”) in the northeastern portion of the Athletic Park, which will generally be in the area adjacent to the Parking Area described below on the Merancas Campus; and

WHEREAS, CPCC intends to construct a parking lot (“Parking Area”) containing at least one hundred (100) spaces located on the western portion of the on the Merancas Campus, which will generally be in the area adjacent to its existing Center for Justice Building and the property leased by the Town to the west for the new Rec Center; and

WHEREAS, CPCC intends to construct a Public Safety Training Village including a Commercial Driver’s License parking lot (“CDL lot”) on the parcel of land which adjoins the Athletic Park to the west; and

WHEREAS, the areas identified above are more fully depicted on Exhibit A attached hereto, and incorporated herein by referenced; and

WHEREAS, the parties hereto wish to enter into this Agreement to set forth and agree to the terms and conditions of this arrangement permitting the joint use of Rec Center, Parking Area on the Merancas Campus, and the CDL lot.

AGREEMENT

Therefore, for the recited considerations, the parties agree as follows:

1. Town shall be responsible for all design, construction, and costs associated with the installation, maintenance and operation for the Rec Center, including but not limited to connecting sidewalks, landscaping, and the portion of the driveway for the benefit of the Rec Center leading from Verhoeff Drive to the property line of the Parking Area on the Merancas Campus. Town hereby grants to CPCC the right of use to the Rec Center up to a maximum of twenty (20) hours per week to host classes during agreed upon times with the Town. For more scheduling use see paragraph 5 below.
2. CPCC shall be responsible for all design, construction, and costs associated with the installation and maintenance for the Parking Area containing at least 100 parking spaces, including but not limited to, paving, sidewalks and landscaping and the portion of the driveway leading from the Rec Center to the Parking Area. CPCC hereby grants to Town

a right of use to the Parking Area located on the Merancas Campus for the benefit of the Rec Center during normal hours of operation for the duration of this Agreement. During the weekends, Town shall be allowed to use any parking spaces at CPCC that is not in use by CPCC.

3. CPCC shall be responsible for all design, construction, and costs associated with the installation, maintenance and operational cost for the Public Safety Training Village including the CDL lot. Town shall have access for parking in the CDL lot when not in use by CPCC until 10:00 p.m., Monday through Friday, or from 5:00 p.m. until 10:00 p.m., Monday through Friday, and anytime Saturday and Sunday until 10:00 p.m. Each day the CDL lot will be secured at 10:00 p.m. For more scheduling use see paragraph 5 below.
4. If either the Rec Center or the Public Safety Training Village and CDL lot's permitting process requires road improvements as recommended by a Traffic Impact Analysis ("TIA"), each party shall be responsible for all such road improvements as determined by the TIA, or as determined by NCDOT. The Town and CPCC may enter into a reimbursement resolution if there is an agreement to make all road improvements during the construction of the Rec Center by the Town.
5. Town and CPCC shall work together in good faith to prepare a master schedule for the joint use of the Rec Center, and the CDL lot. Regular meeting dates and times shall be set in advance. Variations to a set schedule to accommodate for special events, or unforeseen circumstances, will be jointly agreed to by the parties fourteen (14) days in advance of the special event. In the event of a disagreement over scheduling, Town staff would have final decision making authority for the scheduling of the Rec Center, and CPCC staff would have final decision making authority for the scheduling of the CDL lot. CPCC shall give Town reasonable notice of when the CDL lot will be in use by CPCC during normal business hours Monday through Friday.
6. The term of this Agreement shall commence upon the completion of the Parking Area, which is estimated to be October 1, 2017, and shall continue as long as there is an existing leasehold agreement between the Town and County concerning the Athletic Park, or ownership of the property by Town.

7. All notices required hereunder shall be given by either hand-delivery, certified or registered mail, or by recognized overnight service, as follows:

Town of Huntersville
Attn: Town Manager
Post Office Box 664
101 Huntersville-Concord Road
Huntersville, NC 28070

Trustees of Central Piedmont Community College
Attn: Financial Services Manager
Post Office Box 35009
Charlotte, North Carolina 28235

8. To the extent permitted by law, the parties hereto indemnify and hold each other harmless for any damages, loss, claim, suit or expense (including reasonable attorney's fees) arising out of or as a result of the use of the Rec Center, Parking Area and CDL lot by themselves, employees, agents, or guests and invitees.
9. If either party shall default in the terms of this Agreement, and such default remains uncured after thirty (30) day notice given to the defaulting party, then the non-defaulting party may, at its option, terminate this Agreement, and in addition shall be entitled to any other remedy at law or equity, including specific performance.
10. This Agreement shall be interpreted by the laws of the State of North Carolina, and the sole venue for any litigation shall be a State or Federal Court sitting in Mecklenburg County, North Carolina.
11. This Agreement shall be recorded in the Office of the Register of Deeds for Mecklenburg County. Town shall be responsible for such recording, including the required filing fees.
12. This Agreement shall be binding upon and shall inure to the benefit of the parties hereto, and their respective successors and assigns, and shall specifically survive any change in ownership lease-hold interest and control of the respective interest in properties and improvements.

IN WITNESS WHEREOF, the parties, in their respective capacities, have executed this Agreement as of this date above first written.

**TRUSTEES OF CENTRAL PIEDMONT
COMMUNITY COLLEGE**

By: _____

Title

TOWN OF HUNTERSVILLE

ATTEST:

Janet Pierson, Town Clerk

(SEAL)

By: _____
Greg Ferguson, Town Manager

APPROVED AS TO FORM:

Robert B. Blythe, Town Attorney

**STATE OF NORTH CAROLINA
COUNTY OF MECKLENBURG**

I, _____, a Notary Public of the County and State aforesaid, certify that Janet Pierson personally came before me this day and acknowledged that she is the Clerk to the Town of Huntersville, a political subdivision of the State of North Carolina, and that by authority duly given and as the act of the Town of Huntersville, the foregoing instrument was signed in its name by Greg Ferguson, Town Manager of the Town of Huntersville, sealed with its Town Seal, and attested by her as the Clerk to the Town.

WITNESS my hand and official seal this _____ day of _____, 2016.

Notary Public

My Commission Expires: _____

(SEAL)

**STATE OF NORTH CAROLINA
COUNTY OF MECKLENBURG**

I, _____, a Notary Public of the County and State aforesaid, certify that _____ (Name), _____ (Title), of the Trustees of Central Piedmont Community College, a body corporate, and by authority duly given and as the act of said corporation, the foregoing instrument was executed in its name by him/her, as its _____ (Title).

Witness my hand and official seal or stamp, this _____ day of _____ 2016.

Notary Public

My Commission Expires: _____

(SEAL)



Town of Huntersville
REQUEST FOR BOARD ACTION
12/19/2016

REVIEWED:

To: The Honorable Mayor and Board of Commissioners
From: Michael Jaycocks
Subject: Recreation Center Guaranteed Maximum Price

The Recreation Center Project will include 23,577 sq. ft. of indoor recreation space. The center will house two full-sized basketball courts, four volleyball courts, bleacher areas, civic room, lounge/café, restroom facilities and storage areas. The project also includes rerouting the current walking trail and building the new driveway off of Verhoff Drive that will serve the center and connect to the new parking lot on CPCC property.

The Town Board approved Rodgers Builders as the Construction Manager at Risk for this project on June 15, 2015. Below is a time table on the revised cost throughout the design process.

August 25, 2015- 30,557 sq ft- Cost: \$7,929,919

September 19, 2015- 30,557 sq ft.- Cost \$6,494,595- This cost reduction was due to changing the location of the center from the property along Hwy 21 to the currently location on Verhoeff Drive.

October 13, 2016- 23,577 sq ft. - Cost \$6,119,992

December 6, 2016- 23,577 sq ft. - Cost: \$5,704,845- Final GMP

ACTION RECOMMENDED:

Approve the Guaranteed Maximum Price from Rodgers Builders, Inc.

FINANCIAL IMPLICATIONS:

\$5,704,845

ATTACHMENTS:

Description	Type
□ Guaranteed Maximum Price	Backup Material



Our Passion is Building®

REQUEST FOR CHANGE ORDER

Project Name: Huntersville Recreation Center, **Project Number:** 2142

RCO No: RCO-0001 dated 06-Dec-2016

TO: Gerry Vincent
Town of Huntersville
101 Huntersville-Concord
Huntersville, NC 28078
Phone: 704.875.6541
Fax: 704.875.6546

FROM: Will Myer
Rodgers Builders, Inc.
400 West Trade Street
Charlotte, NC 28202
Phone: 704.334.5765
Fax: 704.334.0294

THE FOLLOWING CHANGE ORDER IS BEING REQUESTED: Guaranteed Maximum Price Cost Study Workbook dated October 18th, 2016 and REVISED Budget Tracker dated November 3rd, 2016.

Request for Change Order Scope of Work: Refer to specific description below.

Contractor	Description	Amount
Rodgers Builders	This change request will incorporate the Guaranteed Maximum Price Cost Study Workbook dated October 18 th , 2016 and UPDATED Budget Tracker dated November 3 rd , 2016 into the existing AIA Document A133-2009 executed on June 18 th , 2015 between Rodgers Builders and the Town of Huntersville. The overall project duration from the time of mobilization to the Date of Substantial Completion is (305) calendar days not including time associated with encountering unsuitable soils, rock or any other unforeseen conditions. The mobilization date is contingent upon all FINAL permitting and plan approvals and will be reconciled under a separate Request for Change Order along with the Date of Substantial Completion which will be based off (305) calendar days from the mobilization date.	\$5,704,845.00

Schedule Change Days: (305) Calendar Days

Total Amount: \$5,704,845.00

DISCLAIMER: This Request for Change in itself does not affect the critical path of the project; therefore, a time extension is not warranted or requested. However, the change, when coupled with numerous others, will affect Rodgers and its subcontractors' ability to complete the original contract per the original schedule. We reserve the right to request a time extension when the quantity and/or dollar amount of changes reaches the level of affecting our original contract work and schedule.

Authorized:
Lawrence Group, The
ARCHITECT

By: _____

Date: _____

Authorized:
Rodgers Builders, Inc.
CONTRACTOR

By: 

Date: 12/6/2016

Authorized:
Town of Huntersville
OWNER

By: _____

Date: _____

Town of Huntersville
REQUEST FOR BOARD ACTION
12/19/2016

REVIEWED:

Town Attorney

To: The Honorable Mayor and Board of Commissioners

From: Robert B. Blythe, Town Attorney

Subject: Consider Adopting an Ordinance to Amend Title IX, General Regulations

Consider adopting an Ordinance to Amend Title IX, General Regulations, Chapter 94: Animals.

ACTION RECOMMENDED:

Adopt Ordinance

FINANCIAL IMPLICATIONS:

ATTACHMENTS:

Description	Type
□ Proposed Ordinance	Backup Material

**AN ORDINANCE TO AMEND REGULATIONS TO THE
TOWN OF HUNTERSVILLE CODE OF ORDINANCES,
TITLE IX, GENERAL REGULATIONS
CHAPTER 94: ANIMALS, §94.41**

Section 1. Be it ordained by the Board of Commissioners of the Town of Huntersville that the Code of Ordinance is hereby amended, by amending the following:

§94.41 AT LARGE

~~It shall be unlawful for dogs and cats to be off the property of their owner or keeper and not under restraint, as defined in §94.03, of a competent person.~~

(1) Restraint of Animals. It shall be unlawful for any person owning or having possession, charge, custody or control of any animal, excluding cats, to keep such animal upon his or her own premises, or off the premises, unless such animal is under restraint as that term is defined in §94.03.

(2) Tethering. Domestic animals may not be tethered to a stationary object unless it is attended by a competent person and all of the conditions of the subparagraphs below (a. through k.) are followed:

- a. A tether must be equipped with a swivel on both ends;
- b. A tether must be a minimum of ten feet (10') in length, and be made of either metal chain or coated steel cable;
- c. Tethers must be attached to a buckle type collar or harness worn by the domestic animal and under no circumstances shall the tether be placed directly around the domestic animal's neck. Tethers are never to be used in conjunction with training collars such as a choke or pinch-style collars;
- d. The weight of the tether must not exceed ten percent (10%) of the total body weight of the domestic animal, but shall be of sufficient strength to prevent breakage;
- e. The tether by design and placement must allow the domestic animal a reasonable and unobstructed range of motion without the possibility of entanglement;
- f. The domestic animal must be four (4) months of age or older to be tethered;
- g. Only one (1) domestic animal may be attached to a single tether;
- h. Pulley systems, running lines, and trolley systems may be used in conjunction with a tether;
- i. Pulley systems, running lines or trolley systems shall be at least ten feet (10') in length, and no more than seven feet (7') above the ground;
- j. The line of the pulley system, running line, or trolley system to which the tether is attached shall be made of coated steel cable; and
- k. No tether shall be affixed to a stationary object which allows a domestic animal to come within five feet (5') of any property line.

(3) Any person issued a citation for violation of §94.41(2) shall have six (6) months from the time of the first citation in which to comply with the requirements of this subsection without incurring a penalty.

Penalty, see §94.99.

§ 94.99 PENALTY.

This chapter may be enforced by any or all of the following ways provided by law:

(A) Anyone violating this chapter, except §94.63 and 94.41(2), shall be guilty of a Class 3 misdemeanor and shall be fined not more than \$500 or imprisoned for not more than 20 days for each offense. Pursuant to G.S. §106-405, anyone violating §94.63 shall be guilty of a Class 2 misdemeanor. The violator shall be fined not more than \$500 or imprisoned for not more than six months.

(B) A violation of this chapter, except §§94.20, 94.41, 94.42, 94.43, 94.44 and 94.63 shall result in the issuance of a citation subjecting the violator to a civil penalty in the amount of \$100.

(C) A violation of §§94.20, 94.41, 94.42, 94.43 and 94.44 shall result in the issuance of a citation subjecting the violator to a civil penalty in the amount of \$50 for each offense.

(D) A violation of §94.63 shall subject the violator to issuance of a citation with a civil penalty in the amount of \$200 for each offense.

(E) A citation remaining unpaid to the Town of Huntersville after 15 days from the date of issuance shall subject the violator to an additional civil penalty, which may be recovered by the town in a civil action. A violation that is a continuing violation shall subject the violator to separate citations for each day the violation continues.

Section 2. This Ordinance is effective upon adoption; however, enforcement of §94.41(2) of this Ordinance shall only begin six (6) months after approval to provide a transitional and educational period.

Adopted this _____ day of _____, 201____.

TOWN OF HUNTERSVILLE

ATTEST:

Janet Pierson, Town Clerk
(SEAL)

John Aneralla, Mayor

APPROVED AS TO FORM:

Robert B. Blythe, Town Attorney

Town of Huntersville
REQUEST FOR BOARD ACTION
12/19/2016

REVIEWED:

To: The Honorable Mayor and Board of Commissioners
From: Greg Ferguson, Town Manager
Subject: Commerce Station Drive Extension

There were three bidders at the second bid opening for the extension of Commerce Station Drive.

The low bid was by CBL, Inc. The low bid has been further reduced through negotiation to \$2,488,200. (-11.5%)

The road is required to fulfill the agreement with Silver Huntersville, LLC and provide water to the PACTIV expansion and access to the electric substation. Additional property will be opened in the park. Construction would start in Jan.

All funds to pay for the road are Commerce Station funds and no town general fund dollars are needed.

ACTION RECOMMENDED:

Approve award to CBL and authorize Manager and Town Attorney to sign.

FINANCIAL IMPLICATIONS:

\$2,488,200 from Commerce Station funds

November 8 bids

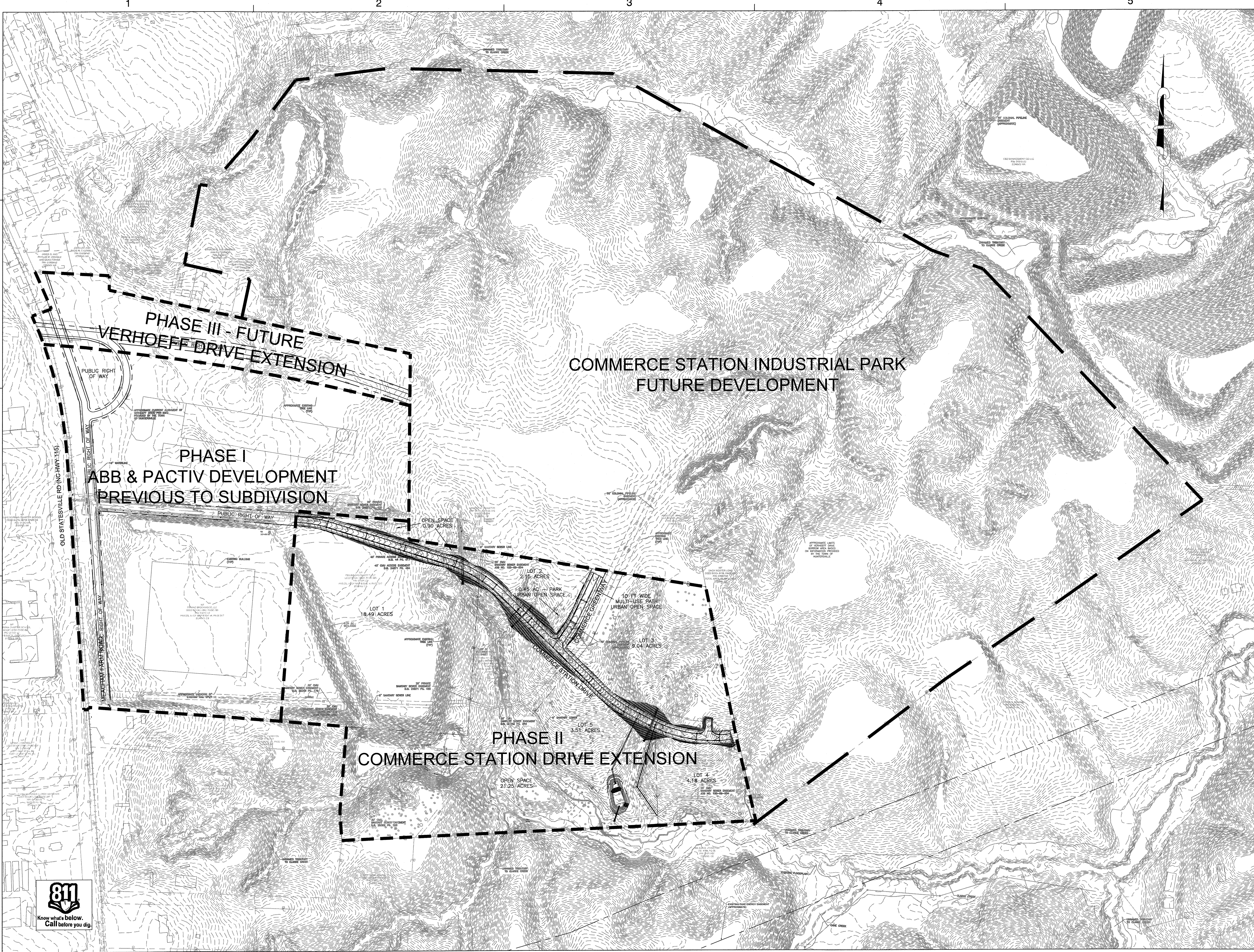
Blythe - \$3,782,888

CBL, Inc. - \$2,811,635 *

Pedulla - \$4,036,080

ATTACHMENTS:

Description	Type
□ Map	Backup Material



No.	DATE	BY	Description
3	4/23/15	EPM	EPM COMMENTS
2	3/16/15	EPM	EPM COMMENTS
1	2/3/15	EPM	NCDENR COMMENTS

REVISIONS

DRAWN BY	EPM
APPROVED BY	BML
CHECKED BY	BML
DATE	DECEMBER 23, 2014

TITLE

Town of Huntersville
REQUEST FOR BOARD ACTION
12/19/2016

REVIEWED:

To: The Honorable Mayor and Board of Commissioners
From: John Aneralla, Mayor
Subject: North Mecklenburg Alliance

Consider adopting resolution authorizing interlocal agreement between the Towns of Davidson, Cornelius and Huntersville creating the North Mecklenburg Alliance.

ACTION RECOMMENDED:

FINANCIAL IMPLICATIONS:

ATTACHMENTS:

Description	Type
□ Resolution	Resolution
□ Interlocal Agreement	Backup Material

RESOLUTION
ADOPTING INTERLOCAL AGREEMENT BETWEEN THE TOWNS OF
DAVIDSON, CORNELIUS AND HUNTERSVILLE, NORTH CAROLINA,
CREATING THE NORTH MECK ALLIANCE

WHEREAS, the Town of Davidson, Cornelius and Huntersville, North Carolina intend to create a joint agency to study, investigate and advocate transportation and regional issues that affect all three (3) towns; and

WHEREAS, the Town has determined that it is in its best interest to enter into an Interlocal Agreement as attached hereto.

NOW, THEREFORE, be it **RESOLVED** that the Town of Huntersville enter into said Interlocal Agreement with the Towns of Davidson and Cornelius.

Adopted this ____ day of _____, 2016.

TOWN OF HUNTERSVILLE

ATTEST:

Janet Pierson, Town Clerk

John Aneralla, Mayor

APPROVED AS TO FORM:

Robert B. Blythe, Town Attorney

STATE OF NORTH CAROLINA

COUNTY OF MECKLENBURG

**AN INTERLOCAL AGREEMENT BETWEEN THE TOWNS OF
DAVIDSON, CORNELIUS AND HUNTERSVILLE, NORTH CAROLINA,
CREATING THE NORTH MECKLENBURG ALLIANCE**

This Interlocal Agreement is entered into the date and year of its last execution by and between the Town of Davidson (hereinafter “Davidson”), the Town of Cornelius (hereinafter “Cornelius”), and the Town of Huntersville (hereinafter “Huntersville”), individually a Party or collectively referred to herein as the “Parties”, all of which are municipal corporations organized under the laws of the State of North Carolina.

WITNESSETH

Article 1. Authority

- a. North Carolina General Statute §160A-461 permits one or more units of local government to enter into contracts or agreements with each other in order to execute any undertaking. To this end, North Carolina General Statute §160A-462 authorized such units of local government to establish a joint agency charged with any or all of the responsibility for the undertaking.
- b. The Towns of Davidson, Cornelius and Huntersville are each municipal corporations organized under the laws of the State of North Carolina, having the powers, duties, privileges, and immunities conferred by law on towns in North Carolina.

Article 2. Purpose

The purpose of this Agreement is to establish an Interlocal agreement for the purposes as set forth herein.

Article 3. Name

The name of the agency created under this Agreement shall be the North Mecklenburg Alliance (hereinafter “Alliance”).

Article 4. Objectives

The objective of the Alliance is to study, investigate and advocate any and all transportation improvements in the Lake Norman area, including continuing to promote regionalism amongst the lake towns of Davidson, Cornelius, and Huntersville while advocating to persuade local, State and Federal officials to give high priority to critical road, interstate, transit, and other multi-modal projects which allow continued quality of

life and ease congestion in north Mecklenburg and Iredell Counties, and in the Lake Norman region while providing the vital infrastructure needed for continued economic growth. The Alliance may also study, investigate, and advocate for other issues outside of transportation if the parties agree.

Article 5. Governance

- a. The Alliance shall consist of (1) the one representative from each Town to the Charlotte Regional Transportation Planning Organization (hereafter, “CRTPO”), (2) the representative (or his/her alternate) from each Town to the Technical Coordinating Committee (“TCC”), and (3) the representative (or his/her alternate) from each Town to the Metropolitan Transit Commission (“MTC”), for a total of nine (9) members. The alternate CRTPO rep from each town is the first alternate designee or meeting alternate for each of these positions. If other Parties are added to this Agreement, such Party shall have a similar number of representatives (and if such additional Party does not have representatives to the above designated agencies, then the Board of such Town shall designate the representatives so that each Town is represented by a similar number of members). Any actions required herein by the Parties shall be taken by the governing board of each such Party. In the event the designated members are unable to attend meetings, alternates may be designated by that Party.
- b. The members of the Alliance shall, from time to time, designate a time and place of meeting, it being contemplated that the Alliance shall meet monthly, and that the hosting Town shall rotate annually. The Town hosting the Alliance shall be responsible for giving such notices of the meeting as may be required under the Open Meetings law of North Carolina. A quorum of members (presently consisting of at least five (5) of the members) shall be required to hold a meeting. Designated alternates to regular members shall be counted in determining a quorum.

The Alliance shall elect one of its members as Chairperson of the Alliance to serve on an annual basis. The Chairperson shall be selected from a town that is a Party to this Agreement on a rotating basis so that each Party will have a member who is Chairperson.

Article 6. Voting

- a. The Alliance shall operate by majority vote of those members present and constituting a quorum as defined in Article 5 herein. In the case of a vote that results in a tie, the items shall be considered again at the next regularly scheduled meeting.
- b. Each Town that is a party to this Agreement reserves the right to specifically not authorize the Alliance to represent its interests before any legislative body, board, administrative hearing, media communication, or such other occasion in which the Alliance is asked, invited, or required to attend, or on any particular matter.

Article 7. Staff, Funding.

It is understood that the Alliance is primarily for the purpose of discussion and recommendation, and accordingly will operate without a dedicated staff and that it will not have any separate funding.

Article 8. New Members

New member Towns may be added to the Alliance based on their request and the approval of the Alliance and approval by an affirmative vote of all the Parties. If a new member is added, this Agreement will be amended to reflect such new member and that member shall become a Party.

Article 9. Sub-committee

The Alliance shall have the authority to form such sub committees with such members as it deems necessary to offer advice and provide recommendations to the Alliance on issues that require additional research and would be too cumbersome for the entire group.

Article 10. Term

This Agreement becomes effective upon the date of ratification by resolution of the last of the Parties to so ratify this agreement, and shall terminate at a date that is five (5) years after such ratification, unless sooner terminated by mutual agreement of the parties or upon the withdrawal of all Parties save one, as hereafter provided. This Agreement may be continued for an additional period by a majority vote of the Parties.

Article 11. Review

The Alliance is charged with establishing the work goals of the Alliance and means of measuring the effectiveness of obtaining those goals. On or by July 1 every year after creation of the Alliance, the Alliance shall convene a sub-committee to 1) review all aspects of the organization including its effectiveness of achieving its goals, 2) establishment of the Alliance's work goals and their measurement for the year, and 3) report to the Parties regarding the effectiveness of the Alliance towards its work goals, any recommendations for changes to this Agreement, or in practices of the Alliance.

Article 12. Nonbinding Effect

Decisions made by the Alliance are not intended to bind, be meant to bind, nor to be interpreted to bind the Parties to this Agreement. It is understood that any actions taken by the Alliance are recommendations only unless or until such recommended action is voted in the affirmative and approved by the Parties of this Agreement.

Article 13. Withdrawing

A Party may withdraw from this Agreement effective as of the end of any fiscal year by giving the other Parties notice of its intent to withdraw at least three (3) months prior to withdrawing. Such notice shall be sent to each Party's members on the Alliance.

Article 14. Amendments

This Agreement may be amended by an affirmative vote of all the Parties.

Adopted by each Party on the date and year as indicated below, to be effective on the date of last adoption.

TOWN OF DAVIDSON

By: _____
 John Woods, Mayor

Date Adopted: _____

[Town Seal]

Attest: _____
 Heather James, Town Clerk

TOWN OF CORNELIUS

By: _____
 Chuck Travis, Mayor

Dated Adopted: _____

[Town Seal]

Attest: _____
 Lori Harrell, Town Clerk

TOWN OF HUNTERSVILLE

By: _____
 John Aneralla, Mayor

Date Adopted: _____

[Town Seal]

Attest: _____
 Janet Pierson, Town Clerk

Town of Huntersville
REQUEST FOR BOARD ACTION
12/19/2016

REVIEWED:

To: The Honorable Mayor and Board of Commissioners
From: Greg Ferguson, Town Manager
Subject: Lease - 102 N. Old Statesville Road

Consider leasing property at 102 N. Old Statesville Road (former Auto Parts store) to Foster's Frame for a 1-year term. Square footage is 1,600.

Town would retain storage area and garage area in the building for Town use. Appropriate insurance would be continued.

Tenant would occupy on or beyond January 1, 2017.

Parking would be joint use.

The Town has not actively marketed the building as it has served as storage space for Parks & Recreation and the Police Department. The parking has also precluded a full-time complete lease to a commercial tenant. John Foster approached the Town about a joint use lease that would allow both parties to use different parts of the building and have shared parking. This unique opportunity would also keep a local business in town. This business has been in Huntersville for over 20 years.

ACTION RECOMMENDED:

Approve Manager and Attorney completing lease.

FINANCIAL IMPLICATIONS:

Monthly Lease of \$1,150. Utilities paid by tenant.

ATTACHMENTS:

Description	Type
□ Letter	Backup Material



16740 Birkdale Commons Parkway, Suite 202, Huntersville, NC 28078
704-896-1911 | fax: 704-655-0541 | www.knoxgroupinc.com

December 5, 2016

Mr. Greg Ferguson
Town Manager
Town of Huntersville
P.O. Box 644
Huntersville, NC 28078

Re: Appropriate Lease Rate for Approximately 1600 sqft.
Former CarQuest Building
102 Gilead Road
Huntersville, NC 28078

Greetings Greg,

Per your request, I have reviewed the subject property for the purpose of confirming a fair market lease rate or value for approximately 1600 square feet of retail space in its current "as is" condition as of December 1, 2016..

As you may know there are numerous factors taken into consideration for determining a property's current fair market lease rate or value. While we may know less today about what exactly "current market value" is when considering an "as is" current condition for part of a building, there are several very positive points associated with your this specific Town of Huntersville property.

Some of those factors having a positive effect on the site itself are the following:

Just as the Town is growing and the desirability of space in Town Space will continue to grow as well. There are few modest retail tenant ready smaller sites such as this available. For 1600 sqft of space the amount of parking is very good. Visibility is good and the Town's willingness to offer shared restrooms and a shorter lease term with renewals are all positive Tenant considerations.

The conceptual subdividing of space within the building is reasonable. Obviously there should be some form of a demising wall creating two spaces, separating the Tenant / Retail space from the Town's Parks and Rec storage area. There might need to be a hall created to provide direct and separate access to the two restrooms. I do think there is the possibility of there being current leaks in the front outer wall ceiling of the building. This would be a concern for any tenant with any type of retail inventory.

Often retail tenants hope for flat rate leases without annual rent increases and yet three to four percent annual rent escalation is the norm in most properties. At this time I believe the current fair market rent or value for the front 1600 sqft in its current condition to be in a range of \$1000 to 1200 per month, or being approximately \$7.50 to \$9.00 per square foot.

While this may not be as encouraging a real estate assessment as one might have hoped I believe this to be fair and reflective consideration of the Tenant investment and improvements to open a business in this space. However should you like more information or would like to discuss any of these points further please do not hesitate to contact me.

Thank you for the opportunity.

Sincerely,

A handwritten signature in black ink, appearing to read "Gary T. Knox". The signature is fluid and cursive, with the first name "Gary" being more prominent and the last name "Knox" following in a similar style.

Gary T. Knox
Broker

Town of Huntersville
REQUEST FOR BOARD ACTION
12/19/2016

REVIEWED:

To: The Honorable Mayor and Board of Commissioners
From: Christina Schildgen, Assistant to the Manager
Subject: CDBG FY 2017-2018

The Town of Huntersville has a set aside agreement with Mecklenburg County until June 30, 2020, in which the County will annually appropriate \$128,000 in CDBG Entitlement funding for projects in the Town of Huntersville.

For FY 2017-2018, the Town of Huntersville is proposing that CDBG funds be used for the construction of a 2,000' sidewalk on Hambright Road from McCoy Road to Comanche Road. The sidewalk project will border the Huntington Green neighborhood located in Tract 006215, Block 1.

Final approval of Huntersville's FY 2017-2018 application is contingent upon Mecklenburg County Board of Commissioner approval.

ACTION RECOMMENDED:

Approve FY 2017-2018 Community Development Block Grant Program application.

FINANCIAL IMPLICATIONS:

Grant is reimbursable. Town cannot be reimbursed for expenses without submitting invoices.

ATTACHMENTS:

Description	Type
□ CDBG Application	Backup Material
□ Memorandum of Understanding	Backup Material



Mecklenburg County
Community Development Block Grant Program
Application for FY 2017-2018 Funding

DEADLINE SUBMISSION DATE

TBA

Mail to:
Attn: Victoria Rittenhouse
Office of Community & Economic Development
Re: Mecklenburg County CDBG Program
525 North Tryon St., 12th Floor
Charlotte, NC 28202

or

Email to:
cedc@centralina.org
Subject: Mecklenburg County CDBG Program

(Incomplete applications will not be considered for funding)

Section I

Application Information

APPLICATION SUMMARY	
Full Legal Name of Applicant: Town of Huntersville	
Program/Project Name: Hambright Road Sidewalk Project	
Street Address: PO Box 664	
City, State, Zip Code: Huntersville, NC 28070	
Contact Person: Christina Schildgen	
Title: Assistant to the Manager	
Phone: 704-875-6541	Email: cschildgen@huntersville.org
Is this Project/Program: <input type="checkbox"/> Existing <input checked="" type="checkbox"/> New <input type="checkbox"/> Pilot Program	LEGAL STATUS <input checked="" type="checkbox"/> Municipality <input type="checkbox"/> Private-Non-Profit <input type="checkbox"/> Community-Based Development Organization Federal EIN: <u>56-6001252</u> DUNS #: <u>047134358</u>
<p><i>To the best of my knowledge and belief all data in this application are true and current. The document has been duly authorized by the governing board of the applicant.</i></p> <p>Certifying Official: _____ Title: _____</p> <p>Date: _____</p>	

Funds Requested: Please list the amount funding for which you are applying.
 \$128,000

Past CDBG Awards

What is the amount of CDBG/HOME funds your agency has received in the past four years?

	FY 16-17	FY 15-16	FY 14-15	FY 13-14
CDBG	\$	\$	\$	\$

Note: Applicants should not change the formatting of the application. Please provide your responses in the space provided directly following each question.

Section II

Project Need & Description

Project Description

1. Provide a **detailed** description of the project/program and the community need. Include the project/program name and physical location. The description should only address the specific activities, services, or project that is to be assisted with CDBG funds. If CDBG funds will assist the entire program or activity, then provide a description of the entire program or activity.

The Hambright Road Sidewalk project will involve the construction of a 2000' sidewalk on Hambright Road from McCoy Road to Comanche Road. The sidewalk will benefit residents in tract 006215, block 1. This area has an LMI% of 57.29% and total universe population of 1440. 825 people in this area are classified as low to moderate income persons. The sidewalk project will border the Huntington Green neighborhood. Huntington Green is home to more than 330 mobile homes. According to One More Neighborhood, a non-profit serving the Huntington Green neighborhood, residents have vocalized concerns about economic poverty/high unemployment, crime, no sidewalks, poor lighting, and access to programming for school children. This project would be a step in addressing the sidewalk concerns of Huntington Green and also would enable the Town of Huntersville to deliver a sidewalk project faster in comparison to the Town's sidewalk program. The Town's sidewalk program prioritizes sidewalk projects based on need. The Huntington Green project has been a lower priority because there are so many other sidewalk projects on the list that demonstrate a higher priority.

Hambright Rd. is a major thoroughfare for many Huntersville residents. The absence of a sidewalk in this area puts the safety of pedestrians walking along Hambright Rd. at risk due to high traffic volumes and speeding vehicles. In addition, the sidewalk provides a safer transportation mode for residents to walk to the CATs bus stop located at the corner of Hambright Road and Cimmaron Road. This project will include pre-construction activities (surveying, design, layout, and right of way services), public involvement, right of way acquisition (purchase of right of way and/or easement), and construction (mobilization, clearing, grading, concrete placement, backfill, seeding, etc.).

2. What type of CDBG activity is your project? (choose one)

- | | |
|--|--|
| <input type="checkbox"/> Public Service | <input type="checkbox"/> Rehabilitation of residential and non-residential structures |
| <input type="checkbox"/> Economic Development | <input checked="" type="checkbox"/> Construction of public facilities and improvements |
| <input type="checkbox"/> Land Acquisition | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Relocation and demolition | |
| <input type="checkbox"/> Property Clearance Activities | |

2.a. If you checked Public Service above is this a new service provided by your organization? N/A

2.b. If the service is not new, will the existing public service activity level be substantially increased or improved? Provide details of how it will be improved. For increase in service provide data on the past three years illustrating service level and provides estimate for increase in service.

N/A

3. Explain why the program activities are the right strategies to use to achieve the intended outcome?

Providing a sidewalk will improve the safety of residents in this area walking, running, and biking along Hambright Road. It is also is the right strategy in enhancing connectivity and improving livability of the area.

4. How will your organization use community and/or participant input in planning the program design and/or activities?

Our organization plans to contact property owners to secure Right of Way and easements for the sidewalk project. There are an estimated 21 properties. We also plan to do a mailing to the Huntington Green residents. The mailer will include a link to the Town of Huntersville's website where residents can learn about the project and provide input. In addition, door hangers will be provided to property owners located on Hambright Road in the area directly impacted by construction.

Project Benefit

5. Who is the project/program designed to benefit? Describe the project/program's target population, citing (if relevant) specific age, gender, income, community location or other characteristic of the population this project/program intends to serve.

The project is designed to benefit census tract 006215, block group 1. This area has an LMI of 57.29%. The universe population for this area is 1440. 825 people are classified as low to moderate.

6. How will you reach the targeted population?

We will reach the targeted population through improved sidewalk infrastructure.

7. Beneficiary Type, please choose either subcategory a, b, c or d.

- a. ☒ Area Benefit: The project or facility is available to all persons located within an area where at least 70% of the residents are low/moderate income. Please provide a map of the project area and documentation showing the census tract number and universal LMI percentage for the defined project area.

- b. ☐ Limited Clientele: The project serves a specific population (e.g., services for seniors, homeless, severely disabled adults, homeless persons, illiterate adults, migrant farm workers, abused children, persons with AIDS or battered spouses); where at least 70% of clients served are LMI.
 - c. ☐ Housing Benefit: Housing structures must be occupied by LMI households.
 - d. ☐ Jobs Benefit: Activities must create or retain permanent jobs and 70% of the jobs created/retained must be available to or held by LMI persons.
8. Benefit to low and moderate income persons must be documented. How will your organization document the benefit chosen above? (check only one box - a, b, c or d)
- a. ☐ You will receive income data verification from each participant in the program. Please attach sample documentation of how you will document, income, race and ethnicity of clientele, i.e. worksheets, intake forms, etc.
 - b. ☒ Your project/activity serves only a limited area (Area Benefit) which is proven by most recent American Community Survey data.
Census Tract #_006215_____ Block Groups#_1_____
 - c. ☐ Your project/activity serves only a limited area (Area Benefit) which is proven by a HUD approved survey instrument. All surveys must be approved by HUD prior to implementing the survey, attach a copy of the survey instrument.

Proposed Outcomes

9. What are the intended outcomes for this project/program?
- Sidewalk infrastructure will improve the livability in project area.
 - Sidewalk infrastructure will enhance connectivity.
 - Sidewalk infrastructure will increase pedestrian safety.
 - Sidewalk infrastructure will promote physical activity.
10. How will beneficiaries benefit as a result of participation?
- Improved sidewalk infrastructure will increase the beneficiaries' accessibility to physical activity by creating a transportation mode where pedestrians can safely walk, run, and ride bicycles. Increased recreation activities will improve the livability of area. Sidewalk project will increase connectivity to nearby residential and commercial areas.
11. List your goals/objectives and activities that will take place to implement the project/program and the associated proposed outcomes.
- 1) Improve the safety of pedestrians walking, biking, and riding bicycles.
Objective: Construct sidewalk along Hambright Road from McCoy Road. to Comanche Road.

- 2) Enhance connectivity of project area to nearby neighborhoods and businesses.
Objective: Construct sidewalk along Hambright Road from McCoy Road. to Comanche Road.
- 3) Improve livability of project area.
Objective: Construct sidewalk along Hambright Road from McCoy Road. to Comanche Road.

12. Provide the project/program benchmarks you hope to achieve in FY 17-18. For example, how many unduplicated persons will be served, how many homes assisted, how many jobs created or retained. How will you measure and evaluate the success of the project/program to meet the goals/objectives (measures should be both qualitative and quantitative)? *Do not inflate your estimates - the numbers provided will be used to assess your proposed project's success.*

* Public Service/Housing - Unit of measure is "People"

* Economic Development - Unit of measure is "FTE jobs and/or business"

* Public Infrastructure- Unit of Measure is "People"

* Rehabilitation - Unit of measure is "House"

	Number Served	Unit of Measure*	CDBG Cost Per Unit	CDBG Total Cost
TOTAL	1440 (Universe Population)	People	\$88.88	\$128,000

Success of the project will be evaluated based on observation of project area and qualitative feedback from the public once the sidewalk is constructed.

13. Will this project have a long-term benefit for program participants/beneficiaries? Please explain.

There could be long-term health benefits to beneficiaries as the sidewalk provides a safer mode of transportation for walking, running, and biking. Long term, the sidewalk will improve the livability in this community.

Workplan, Timeline and Milestones

14. Provide a work plan detailing how the project will be organized, implemented and administered. Include a timeline and milestones from initiation through project completion.

-Pre-Construction to begin July 1, 2017

-Pre-Construction Phase including public involvement – Complete activities by September 30, 2017

-Right of Way Acquisition, if required, to occur between October 2017 and April 30, 2018

-Construction to begin as Right of Way (ROW) becomes available- Completion by June 30, 2018

Staff Roles and Responsibilities

15. Description of the management of your program/project, include name, job title, job description and qualifications. Attach any supporting documentation if necessary.

Grant Writer/Administrator, Christina Schildgen, Assistant to the Manager, (See Job Description)

- Master of Public Administration (MPA), Appalachian State University (2008)
 - Coursework in grant writing and administration.
- Experience writing and implementing over \$700,000 in state and local grants.
 - ARRA Justice Recovery Grant (2009)
 - Governor's Highway Safety Program (2009, 2010, 2011, 2015)
 - Governor's Highway Safety Program Education Grant (2010)
 - Electricities Smart Communities Grant (2011)
 - Governor's Crime Commission Grant (2012, 2013, 2014, 2015)
 - North Carolina Department of Commerce Downtown Economic Revitalization Grant (Current)

Project Manager, Max Buchanan, Engineering & Public Works Director, (See Job Description)

- Registered Professional Engineer
- 22+ years of experience in heavy highway construction and contract administration with North Carolina Department of Transportation (NCDOT) involving multi-million dollar projects.
- 9+ years of experience with Town of Huntersville delivering small to large scale transportation projects, including multiple sidewalk projects annually.

Project Engineer, Kevin Fox, Town Construction Engineer, (See Job Description)

- Registered Professional Engineer
- 3-5 years of experience in private sector with engineering consulting firm.
- 12+ years of experience with Town of Huntersville developing and administering construction contracts, including multiple sidewalk projects annually.

Income Eligibility

16. Discuss how the project directly benefits low and moderate income residents.

The sidewalk project will run along Hambright Rd. from McCoy Rd. to Comanche Rd. The sidewalk will border the Huntington Green neighborhood where a number of low to moderate income residents live in the project area. Huntington Green will benefit from the sidewalk project through the addition of a transportation mode that promotes pedestrian safety. Sidewalks will improve the livability of the Huntington Green community and also enhance its connectivity to other neighborhoods and nearby businesses. The sidewalk project will also provide a safer space for residents to run, walk, and ride bikes along; thus improving the public health of area.

17. For the project/program, please estimate on how beneficiaries will breakout into the income categories listed in the table below, during the total grant period. See attached income limits chart.

Income Group	Number of Beneficiaries
< 30% of AMI	
31-50% AMI	
51-80% AMI	
< 80% AMI	825
Total	1440 (universe population)

PLEASE NOTE: Community Development funds can only be used to reimburse for services to low and moderate income residents within the Mecklenburg County CDBG Program Area. An eligible program may assist persons over 80% median incomes, but at least 70% overall must be below the 80% median income to be eligible for CDBG funding. Income documentation must be retained and reported for all served in order to determine the percent of low/moderate income. Income documentation must be made available to Mecklenburg County and its agents in order to verify program eligibility.

Organizational Capacity

18. Describe your organization's experience in managing and operating projects or activities funded by CDBG or other Federal sources. Include within the description a resource list (partnerships) in addition to the source and commitment of funds for the operation and maintenance of the program.

We received \$1.4 million in EDA funds for the construction of a bridge in 2011. Centralina Council of Governments assisted with the administration of the grant. Huntersville's role was administering construction.

In partnership with Our Town's Habitat for Humanity, in FY15-16 \$68,153 in CDBG funds were spent to provide housing repairs for homeowners in the Town of Huntersville, that had household incomes at or below 60%. In FY16-17, \$80,000 in CDBG funds were given to our partner Our Towns Habitat to provide rehabilitative housing services for approximately 12 homeowners in Huntersville.

Huntersville worked with Our Towns Habitat in 2010 to secure \$550,000 for the infrastructure and land acquisition in Norman Park. In June of 2012, \$87,454 was also received in HOME funds for down payment assistance in Norman Park.

19. For what period of time has this organization provided the proposed services? More than 30 years
20. What services, other than those proposed in this proposal does the organization provide? Parks and Recreation, Planning, Finance, Administration, Law Enforcement, Engineering/Public Works
21. If the organization does not have experience in providing the proposed service, what experience and success has the organization had in carrying out similar projects/programs?

Huntersville's Engineering and Public Works Department builds sidewalks routinely. They are successful in delivering multiple projects for the Town of Huntersville Annually.

Section III

Project Budget & Funding

BUDGET

1. Provide a clear description of what you will do with the CDBG investment in the project/program. How will you spend the funds, provide specific details? If the CDBG funded activity will start on a date other than July 1, 2017 please indicate the start date.
CDBG funds will be used to construct a 2000' sidewalk on Hambright Road from McCoy Road to Comanche Road. Approximately \$20,000 will be spent on pre-construction costs (surveying, design, layout, right of way acquisition services, etc.). \$5,000 will be spent on public involvement (public outreach, direct mailings, door hangers, neighborhood meeting, etc.). \$15,000 will be budgeted for Right of Way acquisition (purchase of Right of Way and/or Easement). \$88,000 will be spent on construction costs (mobilization, clearing, grading, concrete placement, backfill, seeding, etc.).
2. Show Program/Project fiscal budget (not entire agency), add or remove expense categories as needed.

Expense (Example)	Requested CDBG Funds	Other Funds	Source of Other Funds	TOTAL BUDGET
PRE-CONSTRUCTION COSTS (Surveying, Design, Layout, Right of Way Acquisition Services, etc.)	\$20,000			\$20,000
PUBLIC INVOLVEMENT (Public outreach, direct mailings, door hangers, neighborhood meeting, etc.)	\$5,000			\$5,000
CONSTRUCTION COSTS: (Mobilization, Clearing, Grading, Concrete Placement, Backfill, Seeding, etc.)	\$88,000			\$88,000
OTHER (Describe) Right of Way Acquisition	\$15,000			\$15,000
Total Budget Expenditures	\$128,000			\$128,000
Other:				

- What are the other funding sources? Are those funds secured? N/A
- If you do not receive the requested funds or only receive a portion of what you requested, how will that impact the project/program? Huntersville has a Memorandum of Understanding (MOU) with Mecklenburg County that states we are entitled to \$128,000.
- If your request includes recurring costs, what are your plans to secure funds for these needs in the future? We will use money from Powell Bill to make sidewalk repairs.

**The purpose of CDBG funds is not to fund projects that are the general responsibility of government or to maintain the operation of a non-profit organization.*

Section IV

Conflict of Interest

Federal law (24CFR570.611) (24CFR92.356) prohibits person who exercise or who have exercised any functions or responsibilities with respect to the above grants...or who are in a position to participate in a decision making process or to gain inside information with regard to such activities, may obtain a financial interest or benefit from an assisted activity.... either for themselves or those with whom they have family or business ties, during their tenure or for one year thereafter.

Are any of the Board Members or employees of the agency which will be carrying out this project, or members of their immediate families, or their business associates:

- a) Employees of or closely related to employees of your agency or the member government through which this application is made?

☐ Yes ☒ No

- b) Members of or closely related to Members of City/County/Town Council or Commission of the member government through which this application is made:

☐ Yes ☒ No

- c) Current beneficiaries of the program for which funds are requested?

☐ Yes ☒ No

- d) Paid providers of goods or services to the program or having other financial interest in the program?

☐ Yes ☒ No

If you have answered YES to any question above, please attach a full explanation. The existence of a potential conflict of interest does not necessarily make the project ineligible for funding, but the existence of an undisclosed conflict may result in the termination of any grant awarded.

Signature of Certifying Official

Date

Section V

501(c)3 Designation

(If you are not a 501(c)3 please disregard this section)

Name of organization: _____

Address: _____

City/State/Zip Code: _____

Telephone Number: _____

Contact Person: _____

Title: _____

Telephone Number: _____

Email Address: _____

How long have you been operating?

What is your annual budget?

How often does your Board of Directors meet?

The following information must be submitted with your application:

1. Most recent financial statement and/or audit
2. Current 501C (3) Non-Profit determination letter
3. Current names of Board of Directors and program staff members
4. Brochure or flyer of services provided

SECTION VI

(Non-profit Agencies Only)

THREE-MONTH CASH RULE TEST

The three (3)- month rule is used by the CDBG Program Office as a guideline to determine whether an Agency is solvent and has enough available cash to take a CDBG project from beginning to end during the 12-month period allowed to complete the project. CDBG projects should not harm the day-to-day operations of the Agency, so enough funds must be available for both purposes.

Provide the information requested below to demonstrate that the agency has enough cash on hand to operate the proposed project on a reimbursement basis.

Balance Sheet- Audited Financial Statements FY: _____ Page #: _____
(Documents must be attached to the Application)

Enter Agency Cash Balance _____
(Cash cannot include investments of receivables)

A. Multiply Agency Balance by 4 and enter in adjacent box.
Cash available for project(s) _____

List the amount of FY 18 CDBG funding applied for in this application. _____

List the amount of FY 18 CDBG funding applied for on any other application. _____

B. Sum all the amount for FY 2018 CDBG funding request(s). _____

Compare Agency Cash Balance Available (Item A) with the Total FY 2018 CDBG Funding Request (Item B):

Item A: _____ **Item B:** _____ **Difference:** _____

Analyze the Results

- 1- If the difference is a positive amount or equals \$0, the Agency is eligible to apply.
- 2- If the difference is a negative amount, the Agency has the options below:

The Agency can adjust any of the FY 2018 CDBG requested amount(s) to result in a positive or \$0 balance, as long as: A) Each project meets the minimum required amount for each of the applications, and B) cash available for projects is now greater than or equal to the total FY 2018 CDBG funding request.

Current Mecklenburg County CDBG Income Limits

CDBGUOICD	CDBGNAME	STUSAB	CDBGTY	STATE	COUNTY	COUNTYNAME	TRACT	BLKGRP	LOWMOD	LOWMODUNIV	LOWMODPCT
379119	Mecklenburg County	NC	61	37	119	Mecklenburg County	006215	1	825	1440	57.29%
379119	Mecklenburg County	NC	61	37	119	Mecklenburg County	006215	2	760	2265	33.55%



ASSISTANT TO THE TOWN MANAGER

PAY GRADE: 84
FLSA STATUS: *Exempt*

Position Overview

Performs as public information officer, liaison to boards and departments and overseeing the identification and completion of special projects, and related work as required. Work is performed under the limited supervision of the Assistant Town Manager and Town Manager.

Essential Duties of the Position

The following duties are those considered most essential to the position. This does not preclude the delegation of other duties considered as necessary by management to successfully complete an assignment or project.

- Prepares press releases; distributes information to media and posts on website; creates and updates brochures and town literature.
- Coordinates the Town's Huntersville 101 civic program.
- Researches media for Huntersville related news and information.
- Manages the Town's website; coordinates website update needs with departments and liaises with web development company; coordinates communications projects.
- Coordinates application for various awards and grants.
- Receives and responds to requests from the general public; answers questions and responds to information requests from elected officials.
- Composes memos and reports to update Board on projects; attends Town Board meetings and assists in following up on items needing further attention.
- Coordinates with other departments' need for community outreach, departmental status reports.
- Monitors the solid waste contract and customer service.
- Performs research and analysis for Assistant Town Manager and Town Manager and other departments as needed.
- Attends and provides support at meetings and may serve as town representative at various local and regional meetings.
- Participates in town budget and bond preparations.
- Coordinates the town Employee Appreciation Committee.
- Coordinates town surplus equipment and vehicle processes and townwide safety committee efforts.
- Performs other duties as apparent or assigned.

Essential Knowledge, Skills and Abilities

Thorough knowledge of municipal government operations, policies and structures; excellent research and organization skills; knowledge of writing and editing techniques required to prepare press releases, reports and related documents; town programs, policies, and structure; and, public information and modern principles and practices of public relations media; general experience in media and public relations; ability to develop promotional copy and perform technical editorial work; ability to write public information reports and releases; good research and organization skills; ability to communicate effectively in both oral and written forms; ability to establish and maintain effective working relationships with elected officials, associates, the media and the general public.

Minimum Required Education and Experience

Bachelor's degree with coursework in public administration, or related field and 2 to 5 years' experience in local government. Master's degree preferred.

ASSISTANT TO THE TOWN MANAGER

**Physical Requirements**

This work is sedentary and requires little to no exertion of force; work regularly requires sitting and speaking or hearing, frequently using hands to finger, handle or feel and reaching with hands and arms and occasionally requires standing, walking and repetitive motions; work has no special vision requirements; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels; work requires preparing and analyzing written or computer data; work has no exposure to environmental conditions; work is generally in a moderately noisy location (e.g. business office with computer printers, light traffic).

Special Requirements

Possession of an appropriate driver's license valid in the State of North Carolina.

ASSISTANT TO THE TOWN MANAGER



ENGINEERING AND PUBLIC WORKS DIRECTOR

PAY GRADE: Executive Band
FLSA STATUS: *Exempt*

Position Overview

Performs work involving setting policies and goals under the direction of the Town Manager; plans, organizes, and directs the operations of the Public Works Department. Departmental supervision is exercised over all department personnel.

Essential Duties of the Position

The following duties are those considered most essential to the position. This does not preclude the delegation of other duties considered as necessary by management to successfully complete an assignment or project.

- Plans, directs, manages and oversees the Public Works and Engineering Department.
- Develops, implements and monitors annual and long-term operating and capital budgets.
- Allocates personnel and department resources; oversees and directs departmental training; assigns and schedules work.
- Directs the procurement of services and the administration of services contracts.
- Conducts departmental personnel duties such as hiring, disciplining, terminating, training and appraising the performance of departmental personnel.
- Establishes procedures for department.
- Processing of administrative forms and reports.
- Drafting and review of legal documents.
- Manages, schedules and monitors multiple projects; plans and conducts pre-construction activities.
- Receives, investigates and responds to inquiries and complaints from citizens, elected and public officials.
- Performs other duties as apparent or assigned.

Essential Knowledge, Skills and Abilities

Knowledge of the principles and practices of civil engineering; and, municipal public works and utilities administration, planning and design; ability to review and analyze plans and specifications for the construction of public facilities; ability to formulate comprehensive operational policies and procedures; ability to prepare technical reports; plan and supervise the work of a large staff; and, establish and maintain effective working relationships with government officials, associates, contractors and the general public.

Minimum Required Education and Experience

Bachelor's degree with coursework in civil engineering, or related field and 10 or more years of experience of a progressively responsible nature in public works administration.

Physical Requirements

This work requires the occasional exertion of up to 10 pounds of force; work occasionally requires standing, using hands to finger, handle or feel and repetitive motions; work requires depth perception, color perception and peripheral vision; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels; work requires preparing and analyzing written or computer data, visual inspection involving small defects and/or small parts, use of measuring devices and observing general surroundings and activities; work occasionally requires exposure to outdoor weather conditions, exposure to extreme cold (non-weather) and exposure to extreme heat (non-weather); work is generally in a very quiet location.

ENGINEERING AND PUBLIC WORKS DIRECTOR



Special Requirements

Possession of Professional Engineer license valid in the State of North Carolina. Possession of an appropriate driver's license valid in the State of North Carolina.

ENGINEERING AND PUBLIC WORKS DIRECTOR



TOWN CONSTRUCTION ENGINEER

PAY GRADE: 89
FLSA STATUS: *Exempt*

Position Overview

Performs technical and professional work in the development, coordination, design, construction, contract administration and inspection of capital and public improvement projects including street maintenance, stormwater and drainage, public works construction, and related work as required. Work is performed under the limited supervision of the Engineering and Public Works Director.

Essential Duties of the Position

The following duties are those considered most essential to the position. This does not preclude the delegation of other duties considered as necessary by management to successfully complete an assignment or project.

- Serves as project manager; supervises and participates in the preparation of designs, drawings, cost estimates, specifications, bid documents, construction contracts and related engineering work for various public and capital improvement projects. Provides overall construction management for the projects.
- Coordinate consultant engineering services relating to project management.
- Provides oversight and technical assistance to contractors on construction projects.
- Provides developers, contractors and the general public with technical information relating to engineering projects and municipal services.
- Provides technical assistance to contractors and public works staff in carrying out necessary repairs to municipal infrastructure. Serves as a technical resource and reference for problem areas; directs remedial actions.
- Works with Mecklenburg County representatives to plan, develop and implement Town's engineering certification and inspection program.
- Assists in establishing standards for design and construction of public improvement projects. Periodically reviews Town standards and makes recommendations for revisions, additions and/or deletions to the Engineering and Public Works Director.
- Attends public meetings to discuss community infrastructure concerns.
- Monitors and inspects construction progress; receives invoices and recommends periodic payments.
- Develops change orders to incorporate differing site conditions and changing needs; negotiates change orders with consulting engineers and contractors.
- Coordinates and performs survey and other field related engineering activities.
- Participates and assists in the identification of right-of-ways. Coordinates and approves right-of-ways maps and easements. Assists in the negotiations and acquisitions of right-of-ways and construction easements. Acquires appraisals as necessary.
- Evaluates condition of asphalt roadway, concrete infrastructure and various other right-of-way infrastructure; prioritizes and coordinates repairs or replacement as necessary.
- Inspects, evaluates and recommends repairs on right-of-way infrastructure donated to the Town by various developers prior to Town acceptance. Recommends acceptance of infrastructure to Board of Commissioners.
- Develops and implements Town's right-of-way encroachment agreement program.
- Performs other duties as assigned.

Essential Knowledge, Skills and Abilities

Knowledge of the principles and practices of civil engineering as they relate to construction and public works; knowledge of and ability to interpret engineering plans, specifications, drawings and construction management practices; ability to detect errors in construction projects; general knowledge of the occupational hazards and safety precautions of the work and related equipment operation; ability to prepare

TOWN CONSTRUCTION ENGINEER



plans, specifications, contracts, contract provisions, and detailed reports; ability to exercise initiative, tact, discretion and independent judgment in carrying out duties; ability to establish and maintain effective working relationships with associates, contractors, government officials and the general public. Skilled in the use of survey equipment and computers to include word processing, spreadsheets and database software. Proficiency in CAD or other drafting software required.

Minimum Required Education and Experience

Bachelor of Science degree in Civil Engineering, or closely related field and 5 to 11 years of experience in construction management and inspection.

Physical Requirements

This work requires the regular exertion of up to 25 pounds of force, frequent exertion of up to 50 pounds of force and occasional exertion of up to 100 pounds of force; work regularly requires standing, walking, using hands to finger, handle or feel, reaching with hands and arms, pushing or pulling and lifting, frequently stooping, kneeling, crouching or crawling and occasionally requires speaking or hearing and repetitive motions; work requires depth perception and color perception; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels; work requires visual inspection involving small defects and/or small parts, use of measuring devices, operating machines, operating motor vehicles or equipment and observing general surroundings and activities; work frequently requires exposure to outdoor weather conditions and occasionally requires exposure to extreme cold (non-weather), exposure to extreme heat (non-weather) and exposure to bloodborne pathogens and may be required to wear specialized personal protective equipment; work is generally in a loud noise location (e.g. heavy traffic, large earth-moving equipment).

Special Requirements

Professional Engineer license required. Possession of an appropriate driver's license valid in the State of North Carolina.



Sidewalk Priority Ranking

Rank	Location	Description	Length	Score
1	NC 73	Glenfurness Dr to Birkdale Commons Shopping Ctr	960'	52
2	HuntersvilleConcord(Vermillion)	From Warfield Avenue to R/R	710'	51
3	Verhoeff Drive @ CPCC	From Old Verhoeff to CPCC	2100'	47
4	Beatties Ford/Stephens Rd	Beatties Ford (R. Barry Park to Stephens Grove Entrance)	4400'	45
5	Statesville Road (US 21)	Between Holly Point Drive and Rich Hatchett Road	235'	44
6	Statesville Road (US 21)	Gilead Road to Mt Holly-Huntersville Road	2640'	40
7	Statesville Road (US 21)	Northdowns Drive to Rich Hatchett Road	2000'	40
8	Hunters Road	US 21 to Apartments	525'	38
9	Greenfarm Road	Vixen Lane to NC73	2000'	37
10	Dallas Street	US 21 to Mt. Holly- Huntersville Road	3520'	36
11	Hambright Road	McCoy Road to Swansboro Drive	3600'	34
12	Knoxwood	NC73 to Hampton Ridge Subdivision	1900'	32
13	Mt Holly-Huntersville Road	US 21 to NC 115	3500'	31
14	David Kenney Farm Road	NC 73 to End	3480'	28
15	McIlwaine Road	Between Moonshadow and Stratton Farm Road	1000'	27
16	Rich Hatchett Road	US 21 to NC 73	3300'	23

**Memorandum of Understanding
Between
Mecklenburg County ("County") and the Town of Huntersville ("Town")**

Introduction

This Memorandum of Understanding ("MOU") is hereby entered into by and between the Town of Huntersville, hereafter referred to as ("Town") and Mecklenburg County, hereafter referred to as ("County") for the purpose of establishing the parameters of an annual set-aside allotment to the Town for the funding of the U.S. Department of Housing and Urban Development ("HUD") Community Development Block Grant ("CDBG") projects as a participant within the County's CDBG program.

BACKGROUND

WHEREAS: The County is an Urban County participant in HUD's CDBG program.

WHEREAS: CDBG law states that in order to be entitled to receive CDBG funds an "urban county," a county must have a total combined population of 200,000 or more (excluding metropolitan cities) from the unincorporated areas and participating jurisdictions.

WHEREAS: The Town has reached the 50,000 population threshold necessary to obtain stand-alone entitlement status as a "metropolitan city" in Federal year FY15.

WHEREAS: The Town and County see the mutual benefit of the Town remaining a part of the County CDBG program which will enable continued collaboration between multiple entities within the County geography.

NOW, THEREFORE, the parties do agree to the following:

Agreement

The Town and County agree to the following:

- The County agrees to offer the Town the first right of refusal for a set aside amount equal to what the Town would have been awarded for a stand-alone program minus 20 percent for administrative costs.
- On or before October 7: The Town must submit potential project(s) to the County for review and approval. Projects can be submitted earlier, however, this is the absolute drop dead date for projects to be considered.
- On or before October 15: The County will provide determination on project acceptance after reviewing submission(s) and ensuring that program goals and objectives are met as set forth in the Consolidated Plan and that the proposed project is an eligible activity per the CDBG regulations.
- October 16 - November 15: The Town must qualify the project(s) by providing evidence that the project(s) meets the beneficiary standard for low-to-moderate income individuals and that data is available and will be tracked sufficiently.

NOTE: If a survey is needed to determine qualification, more time may be needed as the survey instrument and method must first be approved by HUD. In this situation the Town would need to seek approval from HUD much earlier in the process to stay within the parameters of this agreement.


- o November 20: Deadline for first right of refusal. The County must be informed by this date in writing if the set aside will be used so that the County can publish the NOFA for the next fiscal application cycle. Notices typically go out no later than December 1.

Terms of MOU

- o The original MOU will be signed on or before July 1 of the first year of the Five Year Consolidated Planning performance period.
- o According to the terms of this agreement the County will appropriate \$128,000 in CDBG Entitlement funding for the Town's annual first right of refusal.
- o This MOU will remain in effect for the duration dictated by the most current HUD approved annual and consolidated plans (current plan approved for the period of July 1, 2015 through June 30, 2020).
- o This MOU will be reviewed at the beginning of each FFY that the Five Year Consolidated plan would be renewed. The MOU will stay in effect until one party informs the other in writing that the MOU will be discontinued.
- o In the event that termination is desired, a 180-day notification must be provided by the initiating party so that termination will occur at the end of a fiscal year.

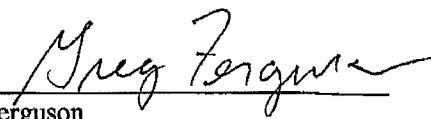
IN WITNESS WHEREOF, the PARTIES hereto have caused this Agreement to be executed by these duly authorized officers this day and year first written above.

MECKLENBURG COUNTY,
NORTH CAROLINA


Dena R. Diorio
Assistant County Manager
Mecklenburg County Manager's Office

Date: 10/19/2016

THE TOWN OF HUNTERSVILLE
NORTH CAROLINA


Greg Ferguson
Town Manager
The Town of Huntersville

Date: 10/11/16

Town of Huntersville
REQUEST FOR BOARD ACTION
12/19/2016

REVIEWED:

To: The Honorable Mayor and Board of Commissioners
From: Jackie Huffman/Chief Spruill
Subject: Budget Amendment

Recognize insurance revenue (103820.9999) in the amount of \$6,311.72 and appropriate to the Police Department's insurance account (105100.0452).

ACTION RECOMMENDED:

Approve Budget Amendment.

FINANCIAL IMPLICATIONS:

Additional revenue in the amount of \$6,311.72.

Town of Huntersville
REQUEST FOR BOARD ACTION
12/19/2016

REVIEWED:

To: The Honorable Mayor and Board of Commissioners
From: Janet Pierson, Town Clerk
Subject: Approval of Minutes - December 1

Consider approving the minutes of the December 1, 2016 Special Town Board Meeting.

ACTION RECOMMENDED:

Approve Minutes

FINANCIAL IMPLICATIONS:

N/A

ATTACHMENTS:

Description	Type
□ Draft Minutes	Backup Material

**TOWN OF HUNTERSVILLE
SPECIAL TOWN BOARD MEETING
MINUTES**

**December 1, 2016
5:00 p.m. – Town Center**

A Special Meeting of the Huntersville Board of Commissioners was held at the Huntersville Town Hall at 5:00 p.m. on December 1, 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 Special Meeting to order.

Max Buchanan, Public Works Director/Town Engineer, reviewed highlights of proposed changes to the Traffic Impact Analysis ordinance.

Following discussion, it was the general consensus of the Board to have an item on the December 19 agenda to call for a public hearing on text amendment to amend the Traffic Impact Analysis ordinance.

There being no further business, the meeting was adjourned.

Approved this the _____ day of _____, 2016.

**Town of Huntersville
REQUEST FOR BOARD ACTION
12/19/2016**

REVIEWED:

To: The Honorable Mayor and Board of Commissioners
From: Janet Pierson, Town Clerk
Subject: Approval of Minutes - December 5

Consider approving the minutes of the December 5, 2016 Regular Town Board meeting.

ACTION RECOMMENDED:

Approve Minutes

FINANCIAL IMPLICATIONS:

N/A

ATTACHMENTS:

Description	Type
□ Draft Minutes	Backup Material

**TOWN OF HUNTERSVILLE
TOWN BOARD MEETING
MINUTES**

**December 5, 2016
6:30 p.m. – Huntersville Town Hall**

PRE-MEETING

The Huntersville Board of Commissioners held a pre-meeting at the Huntersville Town Hall at 5:15 p.m. on December 5, 2016.

GOVERNING BODY MEMBERS PRESENT: Mayor John Aneralla; Commissioners Melinda Bales, Dan Boone, Charles Guignard, and Danny Phillips. Commissioner Mark Gibbons was not present. Commissioner Rob Kidwell entered the meeting during the meet and greet.

Commissioner Bales made a motion to go into closed session for consultation with attorney. Commissioner Guignard seconded motion. Motion carried 4-0.

Upon return from closed session, the Board met with applicants for the Parks & Recreation Commission and the Greenway, Trail & 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 December 5, 2016.

GOVERNING BODY MEMBERS PRESENT: Mayor John Aneralla; Commissioners Melinda Bales, Dan Boone, Charles Guignard, Rob Kidwell and Danny Phillips. Commissioner Mark Gibbons was not present.

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 Metropolitan Transit Commission will not meet in December.
- A groundbreaking will be held tomorrow for Pactiv expansion in Commerce Station.
- Commended staff and volunteers for a successful A Huntersville Christmas event.

Commissioner Bales

- The Lake Norman EDC has 13 active projects in Huntersville.
- Commended staff and volunteers for a successful A Huntersville Christmas event.

Commissioner Boone

- The burning ban has been lifted.
- The Huntersville Police Department and the FBI have concluded a major joint investigation that resulted in a 60 month prison sentence for a former headmaster of an area school and its affiliated church.
- The Huntersville Police Department in conjunction with the Marine Corps League is collecting food for the Helping Hands for the Holiday project.

Commissioner Guignard

- The next Centralina Council of Governments meeting is in January.
- The Planning Coordinating Committee has not scheduled their next meeting.
- Commended staff and volunteers for a successful A Huntersville Christmas event.
- Expressed appreciation to applicants who applied for vacancies on advisory boards.

Commissioner Kidwell

- Commended staff and volunteers for a successful A Huntersville Christmas event.
- The Charlotte Regional Transportation Planning Organization will not meet in December. At the November meeting there was a discussion on a survey that was taking place that involved only four elected and one former elected delegate in regards to how bonus allocation money is spent. My biggest issue with it is you have five people from a board of over thirty deciding on how the rest of the Charlotte region would handle bonus allocation going forward. I spoke out against it and they agreed to keep the survey open and extend it to all delegates.
- The next meeting of the Olde Huntersville Historic Society is December 7.
- Encouraged everyone to turn their cell phones off while they are driving so it is not a distraction.

Commissioner Phillips

- The 6th Annual Huntersville Half Marathon Holiday 5k will be held December 10 at Birkdale Village.
- Ray Evernham's 4th Annual Americarna car show was held November 26 in Davidson.

PUBLIC COMMENTS, REQUESTS, OR PRESENTATIONS

BeeJay Caldwell, 14521 New Haven Drive, said I just want to thank you for giving me the privilege to speak before the Board in July, August, September, October and November and I appreciate your listening to me and I'm just saying tonight thank you very much. I appreciate you and what you do.

AGENDA CHANGES

Commissioner Guignard made a motion to adopt the agenda.

Commissioner Phillips seconded motion.

Motion carried 5-0.

PUBLIC HEARINGS

Mayor Aneralla recognized Planning Board members present: Hal Bankirer.

Petition #R16-10. Mayor Aneralla called to order public hearing on Petition #R16-10, a request by MI Homes of Charlotte, LLC to rezone approximately 50.337 acres located south of Ramah Church Road and west of Ewart Road from Transitional Residential to Neighborhood Residential – Conditional District.

David Peete, Principal Planner, reviewed the Staff Report. *Staff Report attached hereto as Exhibit No. 1.*

Mr. Peete noted that on the second page of the Staff Report it indicates that the project will be done in one phase, however the applicant plans to develop it in several phases.

Commissioner Guignard asked a question concerning connectivity. Mr. Peete stated that the technical analysis of the site plan says that the connectivity that's being offered is satisfying the goals of the Town.

Commissioner Boone asked a question concerning the location of driveways of two houses on the north side of Ramah Church Road.

Mr. Peete stated that he would have to get back to the Board.

Susan Irvin addressed the Board representing MI Homes. Ms. Irvin reviewed the benefits of the proposed plan.

- Sense of Community
- Smaller lots allow more common open space
- 26.5 acres of open space in 50.33 acre project
- 53% open space means 6.5 additional acres of open space (vs. 10-20 acres with TR)
- Community garden and other amenities being considered in common open space
- Conditional zoning includes dedication (of land or easement) for future public greenway along western boundary
- Buffers comparable to TR zoning – 80' undisturbed buffer along Ewart Road and 72' buffer along Ramah Church Road
- Smaller lots allow additional common open space from buffers to lots and within blocks as shown on plan
- Slightly higher density allows quality home
- Sizes – 2,400 sq. ft. – 3,500 sq. ft.
- Estimated purchase price - \$325,000 - \$450,000
- Dedication to quality workmanship, 15 year foundation warranty, still managed by founding family
- Likely 2 – 3 phase build-out

Transportation improvements include:

- TIA compliance
- Dedication of additional right-of-way for Ramah Church Road and Ewart Road

- Left-turn lane with 100' of storage provided on Ramah Church Road at the site entrance at request of Town

There being no further comments, Mayor Aneralla closed the public hearing.

Petition #TA16-07. Mayor Aneralla called to order public hearing on Petition #TA16-07, a request by LStar Management, LLC to amend Article 3.2.2(d) Transitional Residential district to reduce lot size, width and side yard setbacks.

Jack Simoneau, Planning Director, reviewed the Staff Report. *Staff Report attached hereto as Exhibit No. 2.*

The Land Development Ordinances Advisory Board recommended approval by a 5-2 vote. Mr. Simoneau explained that the LDOAB raised concerns that they wouldn't have a variety of lot sizes and that the smaller lots might be next to larger lots. Staff believes the ordinance already has the flexibility to encourage larger lots next to adjoining larger lots.

Commissioner Kidwell expressed concern with the 5' side yard setback.

Mr. Simoneau said at the minimum it would be 10' between houses. It will be all detached single-family lots, but there won't be any more units per acre.

Commissioner Kidwell said I understand that we currently have that for high density, but we are talking about Transitional Residential where the whole plan is as we go out it starts spreading out and if we start changing the Transitional to start mimicking the high density area that we have downtown towards the Rural areas, soon it's going to compound and the next thing you know we are going to have higher and higher densities out that way as well.

Mr. Simoneau said Monteith Park has a 5' setback and the open space is little pockets of open space. The difference between a development there with the 5' setback and a development in Transitional is instead of little pockets of open space you would have at least 40 percent of the land that would be open space.

Scott Munday, LStar Communities, said we are not seeking higher density. The text amendment is seeking planning flexibility to target multiple buyer segments and what that translates into is increase absorption, quicker sell out and on a long-term basis better re-sell prospects for the homeowners, so you have those economic benefits that are a result of the text amendment. Also, as we target multiple buyer segments and you have folks living in the neighborhood that are young families and mature families and retirees, you have the social vitality. Under the current criteria within the zoning a developer only has a large lot segment. The text amendment seeks to accomplish a lower average and opportunity for smaller lot widths. There are environmental benefits. There is not more density, there's just simply more open space.

Commissioner Bales said when you are reducing these lot sizes are you utilizing alleyways for parking. What does parking then look like.

Mr. Munday said there is no plan for alleys in this concept. There would be no lots smaller than the 50' lots and alleys would not be a requirement of that.

Mr. Simoneau said when lots are over 60' wide we generally don't require on-street parking. When lots get less than 60' wide, the ordinance recommends on-street parking. In the event that there is a number of homes that were between the 51' and 59' range in that area we would be looking for a street that's 27' wide – 20' wide for the traffic plus another 7' for on-street parking. If the product they have does allow just over 50' lots where those lots are at we would be looking for a little extra width for the street so that there could be on-street parking in those particular areas.

Commissioner Bales said my concern would be driveway next to driveway. With a 5' side yard setback, there's not a whole lot of space there for parking.

Mr. Simoneau said the house has to be at least 5' from the property line. If you have a garage, which these will, that might be on the edge but then there will be probably another foot before the door starts so that means then that the driveways will probably be at a minimum at least 12' apart assuming that the two buildings are built at the 5' setback. If the minimum lot size went up from 50' and got up into the 60' range then maybe you have a little bit more room to play around with in setback.

Commissioner Guignard said you said 27' wide for the road to allow on-street parking, is that just for parking on one side.

Mr. Simoneau said the way we have it now is you park on one side of the street. If somebody wants to they could park on two sides of the street if they think it's necessary. The key is if your garage is up close to the property line, then you can't have many cars in the driveway but as you know we just changed our rule and the driveway has to be at least 20' deep, so if you think about it there could be a two car garage, the driveway be 20', and if it's a two car garage then it would be at least 16' wide so you get two cars there. At the 27' wide street, which we have quite a number of them, it would be parking on one side of the street.

Commissioner Guignard said that's what I'm saying, the 27' allows parking on one side and still two-way traffic.

Mr. Simoneau said you can drive by lots that are over 60' wide, 20' wide asphalt and there's frequent on-street parking. I have had people complain to me that they have to weave in and out of these cars because when you have a car parked on a 20' wide street you've got to let one go.....it slows it down. The point is it does slow the traffic down, so if you have parking on two sides as long as a car can weave through, as long as you've got 20' of space to get through, it all works out. We don't have problems except where you've got townhomes and that's where the on-street parking really starts to come into play on two sides of the street.

There being no further comments, Mayor Aneralla closed the public hearing.

OTHER BUSINESS

Petition #TA16-05. Petition #TA16-05 is a request by Mike Clapp to amend Article 3.2.10 of the Huntersville Zoning Ordinance to add Indoor Recreation uses as a use permitted by right in the Special Purpose zoning district.

Brad Priest, Senior Planner, entered the Staff Report into the record. *Staff Report attached hereto as Exhibit No. 3.*

Commissioner Boone made a motion to approve Petition #TA16-05 to amend Article 3.2.10 of the Huntersville Zoning Ordinance based on the amendment being consistent with Policy ED-1 and ED-17 of the 2030 Community Plan. It is reasonable to amend because indoor recreational uses are similar to uses already allowed in the Special Purpose district and there is no foreseeable negative impact on the environment.

Commissioner Phillips seconded motion.

Motion carried 5-0.

Petition #TA16-06. Petition #TA16-06 is a request by Susan Lurz to amend Article 12.2.1 of the Huntersville Zoning Ordinance to modify the Farm, Bona Fide definition.

Meredith Nesbitt, Planner I, entered the Staff Report into the record. *Staff Report attached hereto as Exhibit No. 4.*

Commissioner Boone made a motion to approve Petition #TA16-06 to amend Article 12.2.1 as being consistent with the 2030 Community Plan and Policy E-1 and E-16. The amendment is reasonable and in the public interest to amend the zoning ordinance due to the educational opportunities it will provide and the physical activity to improve health and mental health development.

Commissioner Guignard seconded motion.

Motion carried 5-0.

Petition #TA16-08. Petition #TA16-08 is a request by the Town of Huntersville to amend Article 8.26.4 of the Huntersville Zoning Ordinance to exempt the lighting of official public civic monuments from lighting standards.

Meredith Nesbitt, Planner I, entered the Staff Report into the record. *Staff Report attached hereto as Exhibit No. 5.*

Commissioner Kidwell made a motion in considering the proposed amendment #TA16-08 to amend Article 8.26.4 of the Zoning Ordinance, the Town Board recommends approval based on the amendment being consistent with the 2030 Community Plan Policies DT-2 Architectural Design Standards and DT-6 Parks and Recreation.

Commissioner Guignard seconded motion.

Commissioner Boone requested Policies E-2, CD-6 and PF-1 be added to the motion.

Commissioner Kidwell amended his motion to include Policies E-2, CD-6 and PF-1.

Commissioner Guignard seconded amended motion.

Motion carried 5-0.

Engineering Design Agreement – Main Street Improvements Project. Commissioner Boone made a motion to recuse Commissioner Guignard.

Commissioner Bales seconded motion.

Motion carried 3 to 1, with Commissioner Kidwell opposed.

Max Buchanan, Public Works Director/Town Engineer, explained that the agreement is for the actual engineering design services for the Main Street Improvements Project in the amount of \$736,932.81. There was a slight error in Article 7.5.2. It referred originally to the intersection of Main Street and Ramah Church Road. That has been corrected to be NC 115 and Ramah Church Road. The agreement includes the entire project, not just the north side.

Commissioner Kidwell said this is a tremendous undertaking. The magnitude of this project is not just like we're putting down a road. It is involving over 150 properties. Lots of research and lots of investigation has to be done. On one page there's language that says closing down the streets to make this happen, but it also says it's still going to supply access to those businesses. Main Street being closed down is not a given.

Mr. Buchanan said that's correct. One of the theories is that the traffic control plan as part of the constructability plan is to can we gain benefit and have an option to close Main Street in certain sections as we construct instead of trying to construct it under live traffic if (1) we continue to provide access to all the properties along that section and (2) we have a viable detour. Generally if you can close a road you can get it completed in a lot quicker timeframe and for less money.

Commissioner Kidwell said the timeline on this is 3 years before we begin construction. This is for the planning and engineering phase of what properties are going to be affected, how are we going to build it and everything like that. We don't even bid it out for construction until November 2019.

Mr. Buchanan said that's the current timeline, which has a little bit of conservatism built in because we are assuming about a year to 15 months to acquire right-of-way where not a lot gets done other than the acquisition of right-of-way.

Commissioner Kidwell said I think that's important and I'm sure my fellow Board members have read it and I think it's important for the citizens to know that we are trying to move as fast as we can on a lot of projects but we get held up with right-of-way acquisitions, engineering, utility movements, things like that.

Mr. Buchanan said the right-of-way acquisition and coordinating with the railroad to get their approval are potential hurdles that could slow the schedule down.

Mayor Aneralla said coordinating with bonus allocation has to happen within a certain period of time.

Mr. Buchanan said I think the language is the bonus allocation has to be encumbered or committed, not completed. We're satisfying that timeframe with our schedule as proposed.

Commissioner Phillips said how much money have we already put towards this.

Mr. Buchanan said we awarded the planning phase which is just coming to a completion about \$280,000 and then about a month ago \$37,000 to pay the railroad to do the review for our design.

Commissioner Phillips said and didn't we approve approximately \$800,000 last year.

Mr. Buchanan said not for this project. You have about \$800,000 for the US 21/Gilead project. For this Main Street project you've got \$280,000 for the planning, \$37,000 for the railroad to review and then this is the design element which is \$736,000, which is total about \$1 – 1.1 million, which is consistent if you estimate \$10 million that would be about 10-15 percent for the permitting and design.

Commissioner Bales made a motion to authorize the Town Manager to execute the Professional Services Agreement for the engineering design (Phase II) of Main Street Improvements Project.

Commissioner Boone seconded motion.

Motion carried 3 to 1, with Commissioner Phillips opposed.

Commissioner Boone made a motion to bring Commissioner Guignard back.

Commissioner Kidwell seconded motion.

Motion carried 4-0.

CONSENT AGENDA

Approval of Minutes – November 7. Commissioner Guignard made a motion to approve the minutes of the November 7, 2016 Regular Town Board Meeting. Commissioner Boone seconded motion. Motion carried 5-0.

Approval of Minutes – November 21. Commissioner Guignard made a motion to approve the minutes of the November 21 Regular Town Board Meeting. Commissioner Boone seconded motion. Motion carried 5-0.

Budget Amendment – Parks & Recreation. Commissioner Guignard made a motion to approve budget amendment appropriating Sponsorship revenue in the amount of \$31,595 to the Downtown Festival account. Commissioner Boone seconded motion. Motion carried 5-0.

Budget Amendment – Police. Commissioner Guignard made a motion to approve budget amendment appropriating Police Restricted Donation revenue in the amount of \$3,750 to the Police Department's Crime Prevention budget. Commissioner Boone seconded motion. Motion carried 5-0.

Budget Amendment – HFFA. Commissioner Guignard made a motion to approve budget amendment appropriating estimated revenue of \$3,200 for Massage Services and \$12,000 for Novant Training to be used for associated expenses. Commissioner Boone seconded motion. Motion carried 5-0.

Call for Public Hearing – Petition #R16-11. Commissioner Guignard made a motion to call a public hearing for Tuesday, January 17, 2017 at 6:30 p.m. at Huntersville Town Hall on Petition #R16-11, a request by Shawn Schreiner to rezone Parcel 01313108 (+/- 8.52 acres) from Rural to Neighborhood Residential District. Commissioner Boone seconded motion. Motion carried 5-0.

Call for Public Hearing – Petition #TA16-06. Commissioner Guignard made a motion to call a public hearing for Tuesday, January 17, 2017 at 6:30 p.m. at Huntersville Town Hall on Petition #TA16-06, a request by the Huntersville Land Development Ordinances Advisory Board to amend Article 6 of the Huntersville Zoning Ordinance to modify landscaping of parking lot requirements. Commissioner Boone seconded motion. Motion carried 5-0.

Write-off of Electric Uncollected Final Accounts. Commissioner Guignard made a motion to approve the write-off of electric uncollected final accounts in the amount of \$18,460.30. Commissioner Boone seconded motion. Motion carried 5-0.

Award Bid – Commerce Station Substation. Commissioner Guignard made a motion to award bids for Commerce Station substation power transformer and steel transmission poles. Commissioner Boone seconded motion. Motion carried 5-0.

CLOSING COMMENTS

Mayor Aneralla noted it is the one year anniversary that the Board has been in office.

There being no further business, the meeting was adjourned.

Approved this the ____ day of _____, 2016.

Town of Huntersville
REQUEST FOR BOARD ACTION
12/19/2016

REVIEWED:

To: The Honorable Mayor and Board of Commissioners
From: Jackie Huffman / Greg Ferguson
Subject: Amend Commerce Station Capital Project Ordinance

On tonight's agenda is a proposal from Countryboy Landscaping to provide General Contractor services to complete the next infrastructure phase of Commerce Station. Much of the funding for the project is available from savings on prior phases of the construction. This ordinance recognizes revenue from three sources to complete funding for the proposed general contractor bid.

- 1) Miscellaneous Revenue of \$224,248 has been recorded in prior fiscal years (mostly FY 2007-2009 from Lake Norman Charter rent), but has not been budgeted to be spent.
- 2) The Huntersville Electric Fund has agreed to contribute \$150,000 toward the completion of road improvements in the next phase of infrastructure construction.
- 3) Sale of 9.11 acres of land at \$60,000 is expected to provide \$546,600 that this amendment will use to offset infrastructure costs.

These three revenue sources will provide an additional \$920,848 to complete this phase of Commerce Station infrastructure.

ACTION RECOMMENDED:

Approve Amendment.

FINANCIAL IMPLICATIONS:

No impact to General Fund Balance; recognize revenue and approve expense in the Commerce Station Capital Project Ordinance.

Town of Huntersville
REQUEST FOR BOARD ACTION
12/19/2016

REVIEWED:

To: The Honorable Mayor and Board of Commissioners
From: Max L. Buchanan
Subject: Gilead Road West Project Into CIP

Gilead Road West Project, defined with limits from just west of Wynfield Creek Parkway to just east of McCoy Road, includes all work necessary to widen existing Gilead Road to a multi-lane median-divided facility. To support the possible procurement of all potential available funds, adoption into the current Huntersville Projected Capital Improvement Program (CIP) would serve as an appropriate endorsement for the project.

ACTION RECOMMENDED:

Review and Adopt Gilead Road Project West onto the current Huntersville Projected Capital Improvement Program (CIP) as a separate and specific transportation project.

FINANCIAL IMPLICATIONS:

Current cost estimate is \$6.5 million.

Potential funds for use in the project delivery include some or all of the following:

General Obligation Bond funds
Federal Funds as authorized by CRTPO
Private funds (developer) - per Traffic Impact Analysis mitigation

ATTACHMENTS:

Description	Type
□ CIP Project Worksheet	Backup Material

PROJECT NAME: Gilead Road West	DEPT: Engineering / Public Works
PROJECT DESCRIPTION: Upgrade by widening existing Gilead Road, from just west of Wynfield Creek Parkway to just east of McCoy Road, to a multi-lane median-divided facility	SERVICE IMPACTS: Provides significant improvements to east /west capacity along the Gilead Road corridor and reduces congestion and peak hour travel time.

PART A:	TOTAL PROJECT BUDGET	\$6,500,000
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<u>DESCRIPTION/DETAIL</u>	<u>FY 17</u>	<u>FY 18</u>	<u>FY 19</u>	<u>FY 20</u>	<u>FY 21</u>	<u>FY 22</u>	<u>Total</u>
Planning / Design / Right of Way							
Utility Relocation / Construction		\$ 6,500,000					6,500,000
TOTAL	\$ -	\$ 6,500,000	\$ -	\$ -	\$ -	\$ -	\$ 6,500,000

PART B:	FUNDING SOURCES	
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<u>DESCRIPTION/DETAIL</u>	<u>FY 17</u>	<u>FY 18</u>	<u>FY 19</u>	<u>FY 20</u>	<u>FY 21</u>	<u>FY 22</u>	<u>Total</u>
General Fund Appropriation							
Lease Purchase Financing/Debt Service							
General Obligation Bonds - Authorized Bonds		\$ 2,000,000					\$ 2,000,000
Special Revenue Funds-Designated _____ CRTPO		\$ 3,000,000					\$ 3,000,000
Other(Describe)_____ Private - Developer		\$ 1,500,000					\$ 1,500,000
TOTAL	\$ -	\$ 6,500,000	\$ -	\$ -	\$ -	\$ -	\$ 6,500,000

PART C:	OPERATING IMPACTS	
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<u>DESCRIPTION/DETAIL</u>	<u>FY 17</u>	<u>FY 18</u>	<u>FY 19</u>	<u>FY 20</u>	<u>FY 21</u>	<u>FY 22</u>	<u>Total</u>
Debt Service			\$ 190,000	\$ 185,500	\$ 181,000	\$ 176,500	\$ 733,000
Facility Operating Cost							
Personnel							
Other Operation Cost; Grounds Maintenance							
TOTAL	\$ -	\$ -	\$ 190,000	\$ 185,500	\$ 181,000	\$ 176,500	\$ 733,000

Town of Huntersville
REQUEST FOR BOARD ACTION
12/19/2016

REVIEWED:

To: The Honorable Mayor and Board of Commissioners
From: Jack Simoneau
Subject: TA16-11 Traffic Impact Analysis

Text Amendment - TA16-11 is a request by the Town of Huntersville to amend Article 14 of the Huntersville Zoning Ordinance to modify the Traffic Impact Analysis requirements.

ACTION RECOMMENDED:

To call a public hearing for January 17, 2017.

FINANCIAL IMPLICATIONS:

None.

Town of Huntersville
REQUEST FOR BOARD ACTION
12/19/2016

REVIEWED:

To: The Honorable Mayor and Board of Commissioners
From: Meredith Nesbitt
Subject: Right of Way Abandonment - McCoy Road

Right of Way Abandonment - McCoy Road: This Petition for Abandonment is a request by Bank of America, N.A, as Trustee for the Nations Bank Pension Plan and PAAK-EM, LLC to abandon a portion of the former right-of-way for McCoy Road located north and south of Julian Clark Boulevard.

ACTION RECOMMENDED:

Call a public hearing to be held on February 6, 2017.

FINANCIAL IMPLICATIONS:

None

ATTACHMENTS:

	Description	Type
☐	Resolution	Backup Material

**RESOLUTION OF INTENT TO CLOSE AND ABANDON
A PORTION OF (OLD) MCCOY ROAD IN THE
TOWN OF HUNTERSVILLE, NORTH CAROLINA**

WHEREAS, North Carolina General Statute §160A-299 authorizes municipalities to permanently close any street or public alley, and reserve any improvements or easement for utilities considered to be in the public interest; and

WHEREAS, in November 2012 the Town acquired 30,248 square feet, or 0.694 acres of property, also identified by Tax ID# 015-321-98, and in March 2013 the Town acquired 50,003 square feet, or 1.148 acres of property, also identified by Tax ID# 015-321-99. Both adjoining parcels of land were acquired specifically for road improvements along a portion McCoy Road, which is a NCDOT maintained road; and

WHEREAS, a portion of McCoy Road was realigned and improved by NCDOT, leaving two (2) tracts from the old McCoy Road right way in need of abandonment (2,561 square feet, or 0.0588 acres on the west side of Julian Clark Avenue, and 8,017 square feet, or 0.1841 acres on the east side of Julian Clark Avenue), as described herein below:

Area to be abandoned by NCDOT #1:

That certain parcel or tract of land situated, lying and being in the Town of Huntersville, County of Mecklenburg, State of North Carolina and being more particularly described as follows:

Commencing at an existing iron rod, situated at the intersection of the southerly margin of Julian Clark Avenue (a variable width public right-of way) as shown on Map Book 22, Page 249 with the northwesterly corner of the lands of Paak-EM, LLC as described in Deed Book 10641, Page 920 and being Lot 2 as shown on Map Book 31, Page 543; thence North 62°44'56" West a distance of 39.25 feet to a point, situated at the intersection of the former eastern right of way of McCoy Road (a 36' prescribed right-of-way per NCDOT) with the new southerly margin the of Julian Clark Avenue and being the Point of Beginning; thence along the aforesaid former eastern right of way a curve to the right said curve having an arc length of 76.62 feet a radius of 1635.57 feet (chord bearing of South 38°20'07" West and chord distance of 76.61 feet) to a point; situated on a new northerly margin of Kinnamon Road (a variable width public right-of-way); thence along the aforesaid northerly margin North 64°24'44" West a distance of 29.81 feet to a point, situated on a new easterly margin of McCoy Road (a variable width public right-of way) (SR #2138); thence along the new easterly margin for the following three (3) courses and distances: 1) North 25°21'23" East a distance of 29.22 feet to a point; 2) with a curve to the left having an arc length of 35.67 feet a radius of 1599.57 feet (chord bearing of North 38°17'04" East and chord distance of 35.67 feet) to a point, 3) North 66°22'26" East a distance of 7.88 feet to a point situated on the aforesaid new southerly margin of Julian Clark Avenue; thence with a curve to the right having an arc length of 34.21 feet a radius of 220.20 feet (chord bearing of South 72°23'07" East and chord

distance of 34.17 feet) to the Point of Beginning; Containing 2,561 square feet or 0.0588 acres, as shown on an exhibit map prepared by R. B. Pharr & Associates, P.A. dated, October 9, 2015 last revised November 29, 2016(Map File No. W-4901)(Project No. 82595).

Area to be abandoned by NCDOT #2:

That certain parcel or tract of land situated, lying and being in the Town of Huntersville, County of Mecklenburg, State of North Carolina and being more particularly described as follows:

Commencing at an existing iron rod, situated at the intersection of the southerly margin of Julian Clark Avenue (a variable width public right-of way) as shown on Map Book 22, Page 249 with the northwesterly corner of the lands of Paak-EM, LLC as described in Deed Book 10641, Page 920 and being Lot 2 as shown on Map Book 31, Page 543; thence North 04°22'27" West a distance of 107.56 feet to a point, situated at the intersection of the former eastern right of way of McCoy Road (a 36' prescribed right-of-way per NCDOT) with a new northerly margin the of Julian Clark Avenue and being the Point of Beginning; thence along the aforesaid new northerly margin with a curve along the arc of a curve to the left said curve having an arc length of 36.19 feet a radius of 319.25 feet (chord bearing of North 70°01'50" West and chord distance of 36.18 feet) to a point on the westerly right of way margin of McCoy Road (a variable width public right-of way) (SR #2138); thence along the westerly margin for the following two (2) courses and distances; 1) with a curve along the arc of a curve to the left said curve having an arc length of 75.35 feet a radius of 232.65 feet (chord bearing of North 04°37'23" East and chord distance of 75.02 feet) to a point; 2) thence with a curve to the left said curve having an arc length of 74.49 feet a radius of 926.69 feet (chord bearing of North 10°46'05" East and chord distance of 74.47 feet) to a point on the eastern right of line of the new McCoy Road alignment, thence with the new alignment the following three (3) courses; 1) with a curve along the arc of a curve to the left said curve having an arc length of 9.67 feet a radius of 611.20 feet (chord bearing of North 01°41'37" East and chord distance of 9.67 feet) to a point; 2) with a curve to the left said curve having an arc length of 57.08 feet a radius of 853.50 feet (chord bearing of North 00°41'39" East and chord distance of 57.07 feet) to a point 3) North 01°57'35" West a distance of 59.51 feet to a point, situated on the former easterly right of way of McCoy Road (a 36' prescribed right-of-way per NCDOT); thence along the aforesaid easterly right of way for the following three (3) courses and distances; 1) South 15°57'35" East a distance of 79.09 feet to a point; 2) with a curve along the arc of a curve to the right said curve having an arc length of 121.81 feet a radius of 962.69 feet (chord bearing of South 12°01'14" East and chord distance of 121.73 feet) to a point; 3) with a compound curve along the arc of a curve to the right said curve having an arc length of 92.06 feet a radius of 268.65 feet (chord bearing of South 04°53'59" West and chord distance of 91.61 feet) to the Point of Beginning; Containing 8,017 square feet or 0.1841 acres, as shown on an exhibit map prepared by R. B. Pharr & Associates, P.A. dated, October 9, 2015, last revised November 29, 2016 (Map File No. W-4901)(Project No. 82595).

The above referenced map prepared by R. B. Pharr & Associates, P.A., dated October 9, 2015, last revised November 29, 2016, is available for inspection at the Planning Department located at 105 Gilead Road, 3rd Floor, Huntersville North Carolina.

WHEREAS, a Petition was filed requesting that a portion of the right of way for the (old) McCoy Road be closed and abandoned.

NOW, THEREFORE, be it **RESOLVED** that the Board of Commissioners intends to close and abandon that portion of the old McCoy Road right of way, as described herein, pursuant to the provisions of North Carolina General Statute §160A-299, and that a public hearing to consider the question of closing and abandoning such portion of old McCoy Road be set for February 6, 2017, at 6:30 p.m., at the regular meeting of the Commissioners. It is directed that the Resolution of Intent to Close and Abandon be published in a newspaper of general circulation in Huntersville for four (4) successive weeks prior to the hearing; that a notice of closing and public hearing be posted at two (2) places along the portion of the street to be closed; that copy of the Resolution be sent by certified or registered mail to owners of the property adjacent to the portion of the street to be closed, as shown on the County tax records, and that a copy be sent to the North Carolina Department of Transportation.

Adopted this 19th day of December 2016.

TOWN OF HUNTERSVILLE

ATTEST:

Janet Pierson, Town Clerk

John Aneralla, Mayor

(SEAL)

APPROVED AS TO FORM:

Robert B. Blythe, Town Attorney