Mayor
John Aneralla

Mayor Pro-Tem
Danny Phillips

Commissioners
Melinda Bales
Dan Boone
Mark Gibbons
Charles Guignard
Rob Kidwell

Town of Huntersville
NORTH CAROLINA

AGENDA
Regular Town Board Meeting
March 6, 2017 - 6:30 PM
TOWN HALL (101 Huntersville-Concord Road)

Department Heads
Vickie Brock, HR Director
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

I. Pre-meeting

A. Closed Session - Personnel. (5:30 p.m.)

B. Downtown Storm Water Discussion. (5:45 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

A. Conduct public hearing on Petition #R16-12, Anchor Mill Conditional Rezoning, a request by Nate Bowman to rezone parcel 01902201 from Neighborhood Residential to Town Center Conditional District. *(Alison Adams)*

B. Conduct public hearing on Petition #ANNEX16-03, Valencia, a request to annex 38.24 acres (contiguous) into the Town of Huntersville. *(Meredith Nesbitt)*

IX. Other Business

A. Consider decision on Petition #ANNEX16-03, Valencia, a request to annex 38.24 acres (contiguous) into the Town of Huntersville. *(Meredith Nesbitt)*

B. Consider decision on Petition #R16-09, a request by Daniel Phillips, Madeline Phillips, and Helga Haddix to rezone 9.25 acres (portion of parcel #00902202, known as 14936 Brown Mill Road) from Rural to Special Purpose Conditional District to allow the construction of a 123,225 sq. ft. mini warehouse facility. *(Brad Priest)*

C. Consider authorizing financial commitment, as measured by a matching funds percentage, for inclusion into the CRTPO application package for the Gilead Road Widening project and authorize Interim Town Manager to issue formal correspondence representing said authorized percentage as supporting documentation to the application package. *(Max Buchanan)*

D. Consider adopting revised CIP details for the Gilead Road West project. *(Max Buchanan)*

E. Consider approving financial policy update and cash and investment policy. *(Jackie Huffman/Gerry Vincent)*

F. Consider determining filing fees for Mayor and Town Commissioner for the 2017 Election. *(Janet Pierson)*

G. Consider adopting Resolution Opposing House Bill 64. *(Commissioner Kidwell)*

H. Huntersville Family Fitness & Aquatics RFQ/RFP discussion. *(Mayor Aneralla)*

I. Discussion on Charlotte Area Transit System request to study a fixed rail alternative to the current Red Line plan. *(Mayor Aneralla)*

X. Consent Agenda

A. Approve the minutes of the February 20, 2017 Regular Town Board Meeting. *(Janet Pierson)*

B. Approve changing the name from the Land Development Ordinances Advisory Board to the Huntersville Ordinances Advisory Board to more accurately reflect their duties. *(Jack Simoneau)*

C. Call a public hearing for Monday, April 3, 2017, at 6:30 p.m. at Huntersville Town Hall on Petition # R16-07, a request by Skybrook, LLC to revise the existing Conditional District rezoning plan for approximately 171.88-acres to remain Transitional Residential Conditional District with an increase in density and other site plan changes. *(David Peete)*

D. Approve audit contract with Martin Starnes & Associates, CPAs, P.A. *(Jackie Huffman/Gerry Vincent)*

E. Approve budget amendment recognizing auto insurance revenue in the amount of $14,846.42 and appropriate to the Police Department's Vehicle Insurance account for multiple vehicle claims. *(Jackie Huffman/Chief Spruill)*

F. Approve budget amendment recognizing auto insurance revenue in the amount of $952.60 and appropriate to the Police Department's Vehicle Insurance account. *(Jackie Huffman/Chief Spruill)*

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
3/6/2017

REVIEWED:

To: The Honorable Mayor and Board of Commissioners
From: Alison Adams, Senior Planner
Subject: R16-12 Anchor Mill Conditional Rezoning

Petition #R16-12 Anchor Mill Conditional Rezoning, a request by Nate Bowman to rezone parcel 01902201 (+/- 30 acres), from Neighborhood Residential (NR) to Town Center Conditional District (TC-CD).

ACTION RECOMMENDED:
Hold a public hearing

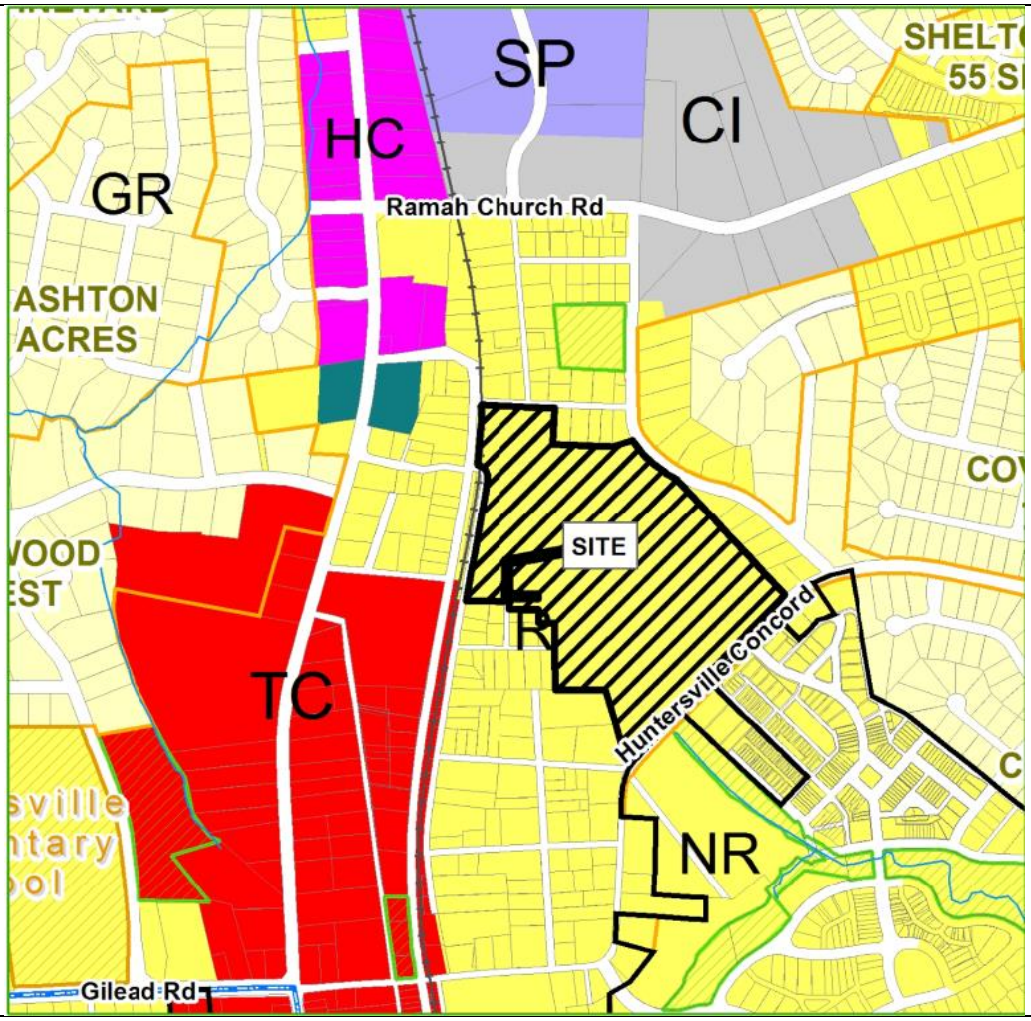
FINANCIAL IMPLICATIONS:

ATTACHMENTS:

Description	Type
R16-12 Anchor Mill Staff Report	Staff Report
R16-12 Anchor Mill Attachment A Application	Backup Material
R16-12 Anchor Mill Attachment B Plans	Backup Material
R16-12 Anchor Mill Attachment C Neighborhood Meeting Minutes	Backup Material
R16-12 Anchor Mill Attachment D APO Determination	Backup Material

Petition R16-12
Anchor Mill Conditional District Rezoning

PART 1: PROJECT SUMMARY



Applicant: Nate Bowman, Bowman Development (Attachment A: Application)

Property Owner: Town of Huntersville

Property Address: N/A

Project Size: (+/-) 30 acres

Parcel Numbers:

01902201

Current Zoning: Neighborhood Residential (NR)

Current Land Use: vacant

Proposed Zoning: Town Center—Conditional District (TC-CD).

Proposed Land Use: Mixed Use Development

1. Purpose: Rezone 30 acres north of Huntersville-Concord Road (west of Vermillion Subdivision) from Neighborhood Residential to Town Center – Conditional District (TC-CD). The purpose of the rezoning is to create a mixed use center with 165,000 square feet of commercial and 400 residential units. A Subdivision Sketch Plan and a Special Use Permit for this project has also been submitted concurrent with this Rezoning Plan and will go to the Planning Board on March 28, 2017. Attachment B: Conditional Rezoning Plan
2. Adjoining Zoning and Land Uses.
   North: *Neighborhood Residential (NR) – single-family Mill Village*.
   South: *Neighborhood Residential (NR) - single-family lots.*

East: *Neighborhood Residential – Traditional Neighborhood Development Overlay (NR TND- O) – mixed use development (Vermillion Subdivision).*
West: *Neighborhood Residential (NR) – single-family and Town Center (TC) – Civic and Residential development.*

3. A neighborhood meeting was held on January 26, 2016. The complete meeting summary is provided in Attachment C. Questions/concerns centered mainly on traffic and transportation improvements.
4. Notice for this rezoning petition was given via letters sent to adjoining property owners, a legal ad placed in the Charlotte Observer and posting rezoning signs on the property in four (4) locations.

PART 2: REZONING/SITE PLAN ISSUES

The proposed Conditional District Plan is generally compliant with the Zoning Ordinance and Subdivision Regulations, significant elements include:

- Public Street Connections are being made to Huntersville-Concord Road, Fourth Street, North Church Street, and Seagle Street to aid traffic to and from the site, as well as support the network of streets being created by the northern most round-about.
- Mixed Use: Residential (Townhomes, Condos and Apartments), Office, Retail, Civic and Recreational.
- Greenway land is being dedicated to aid the connection of the greenway in Vermillion to the Carolina Thread Trail (Mooresville to Charlotte Trail). Along the western property boundary abutting the rail line the Carolina Thread Trail is being installed.
- A Special Use Permit is being requested by the applicant to obtain a retail use over 50,000 sq. ft. within a Shopfront Building located in Town Center.

The rezoning plan has been reviewed and several issues must be addressed:

- A storefront buildings primary entrance is required to be located on a public street
- Block length is over 500 feet on two of the internal streets
- Internal and external parking lot landscape
- Cross-section of Fourth Street
- Bike Lane is required along the entire frontage of development on Huntersville-Concord Road
- Possible non-conforming lots with the Glendale realignment
- Greenway location

Staff met with the applicant on February 22, 2017 to discuss the outstanding items. The applicant agreed to correct all items prior to Planning Board. A pubic street will be installed correcting concerns with bullets 1 and 2. Bullet 3: the applicant is providing a landscape plan showing ordinance requirements are being met. Bullet 4: Staff will discuss the cross-section for Fourth Street in the upcoming Technical Review Committee. The cross-section will either be shown on the plan set or an appropriate plan note required. Bullets 5-7 will be corrected on the site plan sheet.

PART 3: TRANSPORTATION ISSUES

A TIA for the development was received on 1/31/17 with review comments provided to the applicant on 2/17/17. The review comments identified major issues with the results of the TIA to require a resubmittal. A revised TIA was received

on 2/21/17 and is currently under review. NCDOT provided initial comments that stated that the Town comments needed to be addressed prior to NCDOT completing their review.

Comments on the site plan include:

- Revisions to the preliminary stormwater layout to comply with design standards
- Revisions to the Huntersville-Concord Road typical section
- A concept of how to reroute the existing sewer line that goes across the middle of the site
- A list of roadway improvements to meet the requirements of Article 14 (Traffic Impact Analysis) of the Zoning Ordinance
- Bike lane to be added along entire site frontage
- Phasing plan not provided
- Revisions to parallel parking space locations due to sight distance issues
- Revisions to site access driveways along Seagle/Walters Street
- Revisions and additional information needed regarding Church Street connection and Glendale Drive connections
- Revisions to the public street in front of Retail Building A
- Minimum of 7 feet of sidewalk needed between parking spaces directly adjacent to the sidewalk
- Depict how improvements to Huntersville-Concord Road will conceptually tie into existing Huntersville-Concord Road.
- Additional improvements will likely be required to existing Cinnabar Place. Those need to be conceptually shown on the plans
- Access to Hill Street from Huntersville Concord Road to be revised to right-in/out only with a median
- Version 1 of the TIA recommended a mini-circle at the intersection of Glendale Drive at Cinnabar Place
- Revisions and additional site plan notes

PART 4: ADEQUATE PUBLIC FACILITIES (APF)

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 station, fire vehicles, police station, police vehicles, indoor park and recreation facilities, and parks acreage. The proposed CD Rezoning met the required threshold for submission of an APF application, and the proposed subdivision is subject to the requirements of the APFO.

<u>A Determination of Adequacy (DOA) has been issued for the following public facilities: Fire Vehicles, Fire Stations, Police Vehicles, Stations, Indoor Park & Recreation Facilities and Park Acreage.</u>

PART 5: REZONING CRITERIA

Article 11.4.7(d) of the Zoning Ordinance states that "in considering any petition to reclassify property, the Planning Board in its recommendation and the Town Board in its decision shall take into consideration any identified relevant

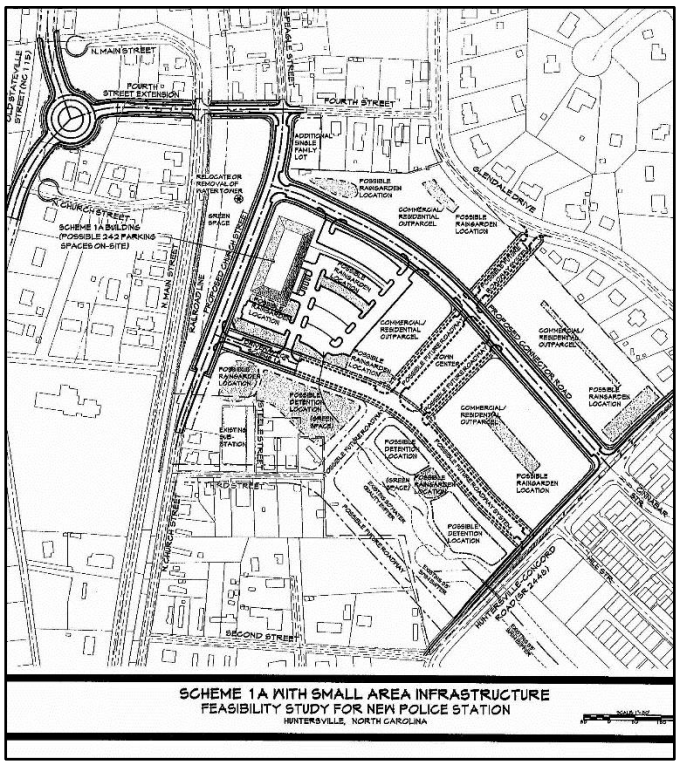
adopted land-use plans for the area including, but not limited to, comprehensive plans, strategic plans, district plans, area plans, neighborhood plans, corridor plans, and other land-use policy documents".

Anchor Mill Charrette Master Plan was completed in 2000 showing the importance of a grid street network, combination of uses and an increase in density were prescribed to aid development. This area was believed to be the home of a transit station. Through the incorporation of parks, greenway connections and green space a sense of place was to be created. The design promoted multi-modal development with a focus on walkability.

In 2005, the Downtown Master Plan was completed stating the Anchor Mill site could have a multitude of uses. As an example, the plan showed the site to be redeveloped into higher density age targeted residential design. The transit

station at that time had moved from Anchor Mill to just south within a ¼ mile of downtown (approximately Veteran's Park).

Upon the completion of the East Huntersville Plan (2007, shown below on the left), the area was labeled as an appropriate Transit-Oriented Development location, with a layout showing a network of streets, multi-uses, and green space.



2011, a mockup was presented to the Town Board to relocate the Huntersville Police Department within the Anchor Mill site (reference plan above on top right). A strategic road network was planned for the development. After discussion and a cost analysis was completed for the needed infrastructure, the Police Department would be located elsewhere.

The Town of Huntersville in 2011 adopted the 2030 Community Plan, stating the downtown area is proposed to be a thriving mixed-use center with a variety of housing types, retail establishments, restaurants, offices, civic and recreational uses. Within the 2030 Community Plan it was recommended that a Downtown Transportation System Plan and the Huntersville Strategic Economic Development Plan be created. The outcome of both plans identified that before tax base would increase investment in the downtown area would be required.

In each of the plans (Anchor Mill Charrette Master Plan, Downtown Master Plan, East Huntersville Plan, Feasibility study for the Police Station, 2030 Community Plan, Downtown Transportation System Plan and the Huntersville Strategic Economic Development Plan) referenced above consistently there is a desire for a connected street network, mixed use

development and green infrastructure to be incorporated on the Anchor Mill site. The rezoning plan is supported by the following policies:

STAFF COMMENT – The 2030 Huntersville Community Plan supports this project through the following sections:

- **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 site is located within a mile of I-77 and adjacent to NC 115. The Anchor Mill site is adjacent to Town Center zoning to the west. Town Center allows for a mix of uses and does not regulate density. To the south east of the site, Vermillion is zoned Neighborhood Residential Traditional Neighborhood Development Overlay (NR TND-O), which allows for an increase in density and a mix of uses due to the proximity of the proposed transit stop. Anchor Mill is in keeping with the surrounding development.
- **Policy H-3:** Mixed-Use Development Support and encourage self-sustained developments, where commercial and employment uses are in proximity to residential uses (see Commercial Development Policy CD-1 & CD-3).
  Comment: Due to the proposed uses within the Anchor Mill Plan a citizen can live, work and play without entering a vehicle.
- **Policy E-5: Vehicle Miles Travelled (VMT)** Support reduction in vehicle miles travelled (VMT), through capital investments in sidewalks, greenways, enhanced connectivity and mass transit (bus & rail).
  Comment: Sidewalks are being installed on all proposed Town Streets and along Huntersville-Concord Road. Greenway connections are being made as prescribed in the Town of Huntersville's Greenway and Bikeway Master Plan. In the future, the site is in proximity of a transit stop, should the rail line be used in that respect.
- **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 once redline comments are addressed will create appropriate block lengths to slow traffic and encourage pedestrian activity. Also, the proposed cross-section for the portion of Huntersville-Concord Road provides context-sensitive design by providing adequate lane widths, bike lane (along the project frontage) and a sidewalk (10' wide to accommodate the proposed Greenway).
- **Policy T-6: Pedestrian Connections**: Support the installation of sidewalks, bikeways and greenway trails connecting residential, commercial, employment, recreational and institutional uses.
  Comment: The proposed cross-sections for Huntersville-Concord Road and the interior Town streets all provide sidewalks and street trees. Huntersville-Concord Road will provide a sidewalk and a bike lane on the north side along the project frontage (after redline comments are addressed). From the proposed signal west past the culvert along the frontage a 10' sidewalk is proposed to serve the greenway connection from Vermillion. The greenway will then head north into the site along the creek as

proposed on the Town's Greenway/Bikeway Master Plan and connect the Carolina Thread Trail (Mooresville to Charlotte Trail).

- **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.
- **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 two (2) connections to Huntersville-Concord Road, one connection to Fourth Street, one connection to North Church Street, extends Seagle Street to the southern property line, and realigns Glendale Drive to remove the curve.
- **Policy CD-3: Commercial Development Principles** Encourage mixed-use development pattern at key nodes as identified in Small Area Plans, ensuring an appropriate mix of residential, commercial and employment uses to maximize land use and transportation efficiencies, while minimizing environmental impacts.
  Comment**:** The plan is proposing a combination of residential, commercial, civic and recreational uses incorporated within a dense design to aid multi-modal travel**.** The development is not encroaching into storm-water or post-construction buffers. The area designated for County greenway dedication is heavily wooded and will not be compromised.
- **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 is providing upgrades to Huntersville-Concord Road, connections to existing roads adjacent the subdivision, realigning Glendale Drive, as well as all other TIA-required improvements. The proposed development will connect to public water and sewer and is providing an adequate greenway easement to accommodate future planning.
- **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 of this report.
- **Policy DT-1: Downtown Development** Continue to use the Downtown Master Plan, Gilead Road/US-21 Transportation and Land Use Vision Small Area Plan and East Huntersville Area Development Plan to guide future development in downtown.
  Comment: The Downtown Master Plan and the East Huntersville Area Plan both slate the Anchor Mill property to be a mix of uses with an integrated road system (reference plan maps above).
- **Policy DT-6:** Continue to enhance parks and recreation opportunities in the downtown, consistent with the "Downtown Master Plan," "East Huntersville Area Development Plan," "Parks & Recreation Master Plan" and "Greenway and Bikeway Master Plan."
  Comment: The proposed plan is accommodating Greenway connections and installation of the Carolina Thread Trail (Mooresville to Charlotte Trail) as prescribed in the Town of Huntersville Greenway and Bikeway Master Plan.

Article 11 Section 11.4.7(e) of the Zoning Ordinance states that: "in considering any petition to reclassify property the Planning Board in its recommendation and the Town Board in its decision should consider:

1. **Whether the proposed reclassification is consistent with the overall character of existing development in the immediate vicinity of the subject property.**
   STAFF COMMENT:
   The proposed Conditional District Rezoning for the Anchor Mill is supported by the 2030 Comprehensive Plan, as the property is located within the area eligible for intensification and fills a gap between existing properties. The proposal is also appropriate for the area by providing adequate infrastructure (which includes appropriate new roads, existing road upgrades and other transportation enhancements as well as providing adequate open space).

2. **The adequacy of public facilities and services intended to serve the subject property, including but not limited to roadways, transit service, parks and recreational facilities, police and fire protection, hospitals and medical services, schools, storm water drainage systems, water supplies, and wastewater and refuse disposal.**
   STAFF COMMENT:
   - A Transportation Impact Analysis was required – see Part 3 of this report.
   - The APF Ordinance Determination of Adequacy was required – see Part 4 of this report.
   - Storm water drainage, water supplies and wastewater and trash disposal and a Willingness-to-serve letter have been provided from Charlotte Water, as well as the applicant is working toward achieving a PCO-1 storm water approval from Mecklenburg County.

3. **Whether the proposed reclassification will adversely affect a known archeological, environmental, historical or cultural resource."**
   STAFF COMMENT:
   Planning staff has no indication that the request will adversely affect known archeological, environmental, historical or cultural resources.

PART 6: STAFF RECOMMENDATION

The Anchor Mill Property Conditional District Rezoning Plan <u>can be supported</u> by staff subject to the following:

- All required TIA/Town/NCDOT required improvements are provided (see Part 3);
- All outstanding Transportation comments are addressed;
- Provide bike lane along all the Huntersville-Concord Road development frontage;
- Public Street is added in front of the anchor building (storefront – approx. 50,000 sq. ft.) to aid block breaks and establish the primary entry;
- All outstanding redline comments are addressed;
- The Town Board approves the Special Use Permit to allow for a 78,000 sq. ft. storefront building within the development.

PART 7: PUBLIC HEARING COMMENTS

Public Hearing scheduled to be held on March 06, 2017.

PART 8: PLANNING BOARD RECOMMENDATION

Planning Board scheduled to review on March 28, 2017.

PART 9: ATTACHMENTS/ENCLOSURES

Attachments

A – Rezoning Application
B – Proposed Rezoning Plan
C – Neighborhood Meeting Report
D – APF Letter of Determination

PART 10: CONSISTENCY STATEMENT - R 16-12 Anchor Mill

Planning Department	Planning Board	Board of Commissioners
APPROVAL: In considering the proposed rezoning application R16-12; Anchor Mill Subdivision Conditional District Rezoning, the Planning staff recommends conditional approval as it is consistent with Implementation Goals H1, H3, H9, E5, T5-8, CD3, CD5, PF2, DT1 and DT6 of the 2030 Community Plan. The property is also located within the high intensity development area and the proposed density is consistent with surrounding developments (see Part 5). Recommendation of approval is also based on all provisions outlined in Part 6 being addressed. **With those provision, it is reasonable and in the public interest to approve the Conditional District Rezoning Plan.**	APPROVAL: In considering the proposed rezoning application R16-12; Anchor Mill Subdivision Conditional District, the Planning Board recommends approval based on the Plan being consistent with **(insert applicable plan reference).** **It is reasonable and in the public interest to approve the Rezoning Plan because… (Explain)**	APPROVAL: In considering the proposed rezoning application R16-12; Anchor Mill Subdivision Conditional District, the Town Board recommends approval based on the Plan being consistent with **(insert applicable plan reference)**. **It is reasonable and in the public interest to approve the Rezoning Plan because… (Explain)**
DENIAL:	DENIAL: In considering the proposed rezoning application R16-12; Anchor Mill Subdivision Conditional District, the Planning Board recommends denial based on **(consistent OR inconsistent) with (insert applicable plan reference).** **It is not reasonable and not in the public interest to amend the approved Rezoning Plan because… (Explain)**	DENIAL: In considering the proposed rezoning application R16-12; Anchor Mill Subdivision Conditional District, the Town Board recommends denial based on the Plan being **(consistent OR inconsistent) with (insert applicable plan reference).** **It is not reasonable and in the public interest to approve the Rezoning Plan because… (Explain)**

General Application

Town of Huntersville
NORTH CAROLINA

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 12/1/16

Name of Project ANCHOR MILL Phase # (if subdivision) _____

Location 404 N. CHURCH ST

Parcel Identification Number(s) (PIN) 01902201

Current Zoning District NR Proposed District (for rezonings only) TC (CD)

Property Size (acres) 31 Street Frontage (feet) _____

Current Land Use VACANT

Proposed Land Use(s) MIXED USE DEVELOPMENT

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.
REZONE 31 ACRES FROM NR TO TC (CD) WITH CONDITIONS ON THE PLAN

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 .

Last updated on 9/15/2015

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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 ROBERT BOWMAN

Address of Applicant 13815 CINNABAR PLACE HUNTERSVILLE, NC 28078

Email bowman31@gmail.com

Property Owner's Signature (if different than applicant) Greg Ferguson

Printed Name Town of Huntersville. Greg Ferguson

Property Owner's Address 101 Huntersville - Concord Rd. Email gferguson@huntersville.org

* Applicant hereby grants permission to the Town of Huntersville personnel to enter the subject property for any purpose required in processing this application.

Development Firm	Name of contact	Phone	Email
COMMERCIAL SITE SOLUTIONS	GENE HINKLE	864-855-5200	ghinkle@css-eng.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:

_____

_____

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

Last updated on 9/15/2015

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REZONING AND SKETCH PLANS
FOR
ANCHOR MILL
404 NORTH CHURCH STREET
HUNTERSVILLE, NC
REZONING R16-12

LOCATION MAP

PARCEL ID NUMBER: 01902201

DRAWING LIST	SHEET
COVER SHEET	C-1.0
EXISTING CONDITIONS	RP-1.0
CONDITIONAL DISTRICT REZONING PLAN	RP-1.1
TREE SURVEY / PRESERVATION PLAN	RP-1.2
STREET SECTION PLAN	RP-1.3
GRADING PLAN	RP-2.0

GENERAL INFORMATION:

REZONING DEVELOPMENT DATA

LOCATION / LOT INFORMATION	
PROPERTY OWNER (CURRENT):	TOWN OF HUNTERSVILLE
SITE ADDRESS:	404 NORTH CHURCH STREET
PARCEL ID NUMBER:	01902201
PARCEL SIZE:	29.13 ACRES
EXISTING ZONING:	NR (NEIGHBORHOOD RESIDENTIAL)
EXISTING USE:	VACANT
EXISTING IMPERVIOUS SURFACE:	0.80 AC (DOES NOT INCLUDE PUBLIC ROADS)
PCCO DISTRICT:	HUNTERSVILLE
WATERSHED:	CLARKE
FLOOD PLAIN:	FEMA PANEL #3710465100J - DATE 03-02-2009 (NOT IN FEMA FLOOD ZONE)
PROPOSED / REQUIRED SITE DATA	
PROPOSED USE:	MIXED USE - COMMERCIAL & RESIDENTIAL
PROPOSED ZONING:	TC (TOWN CENTER)
BUILDING USE:	
COMMERCIAL:	165,000 SF
RESIDENTAIL	400 UNITS
PROPOSED IMPERVIOUS COVERAGE:	22.80 AC
REQUIRED PARKING:	
COMMERCIAL / OFFICE:	1 SPACE / 500 SF
RESIDENTIAL:	1.5 SPACES / UNIT
URBAN OPEN SPACE:	0.87 ACRES
NATURAL OPEN SPACE:	3.75 ACRES

SITE PLAN DATA TABLE

TOTAL ACREAGE:	29.13 ACRES
TOTAL SQUARE FEET:	
PRINCIPLE USES:	COMMERCIAL AND RESIDENTIAL (MIXED USE)
BUILDING TYPE:	STOREFRONT, WORKPLACE, APARTMENT / ATTACHED HOUSE, MIXED USE
ZONING DISTRICT:	TC-CD
PERCENTAGE IMPERVIOUS ALLOWED:	N/A - NOT IN A RESTRICTIVE WATERSHED
PERCENTAGE OF IMPERVIOUS SHOWN	74% (22.80 ACRES - NOT INCLUDING PUBLIC ROADS)
LOT COUNT (SHOWN CURRENTLY)	200 PROPOSED CURRENTLY
TOTAL NUMBER OF DWELLINGS (DETACHED / ATTACHED):	400 RESIDENTIAL
MIXED USE / # LIVE/WORK UNITS:	6
TOTAL SF OF NON RESIDENTIAL:	165,000
LOT SIZE RANGE:	TBD
SETBACKS AND BUILD-TO-LINES	
FRONT BTL RANGE OR SETBACK:	0 - 20'
CORNER SETBACKS:	0 - 5'
REAR SETBACKS:	NR
RIGHT SIDE SETBACK:	NR
LEFT SIDE SETBACK:	NR
WATERSHED INFORMATION	
IS THIS PROPERTY IN A REGULATED DISTRICT?	NO
WATERSHED DISTRICT:	CLARKE
LOW DENSITY / HIGH DENSITY:	HIGH DENSITY
PERCENTAGE OF ALLOWABLE IMPERVIOUS AREA:	N/A
PERCENTAGE OF IMPERVIOUS AREA SHOWN ON PLANS:	74%
AMOUNT OF LOT AREA SET ASIDE FOR FUTURE IMPERVIOUS:	N/A

PRELIMINARY NOT FOR CONSTRUCTION

REVISIONS/SUBMITTALS:

12-01-16 Initial Rezoning Plan Submittal
01-04-17 Initial Sketch Plan Submittal
01-24-17 Rezoning & Sketch Plan Resubmittal

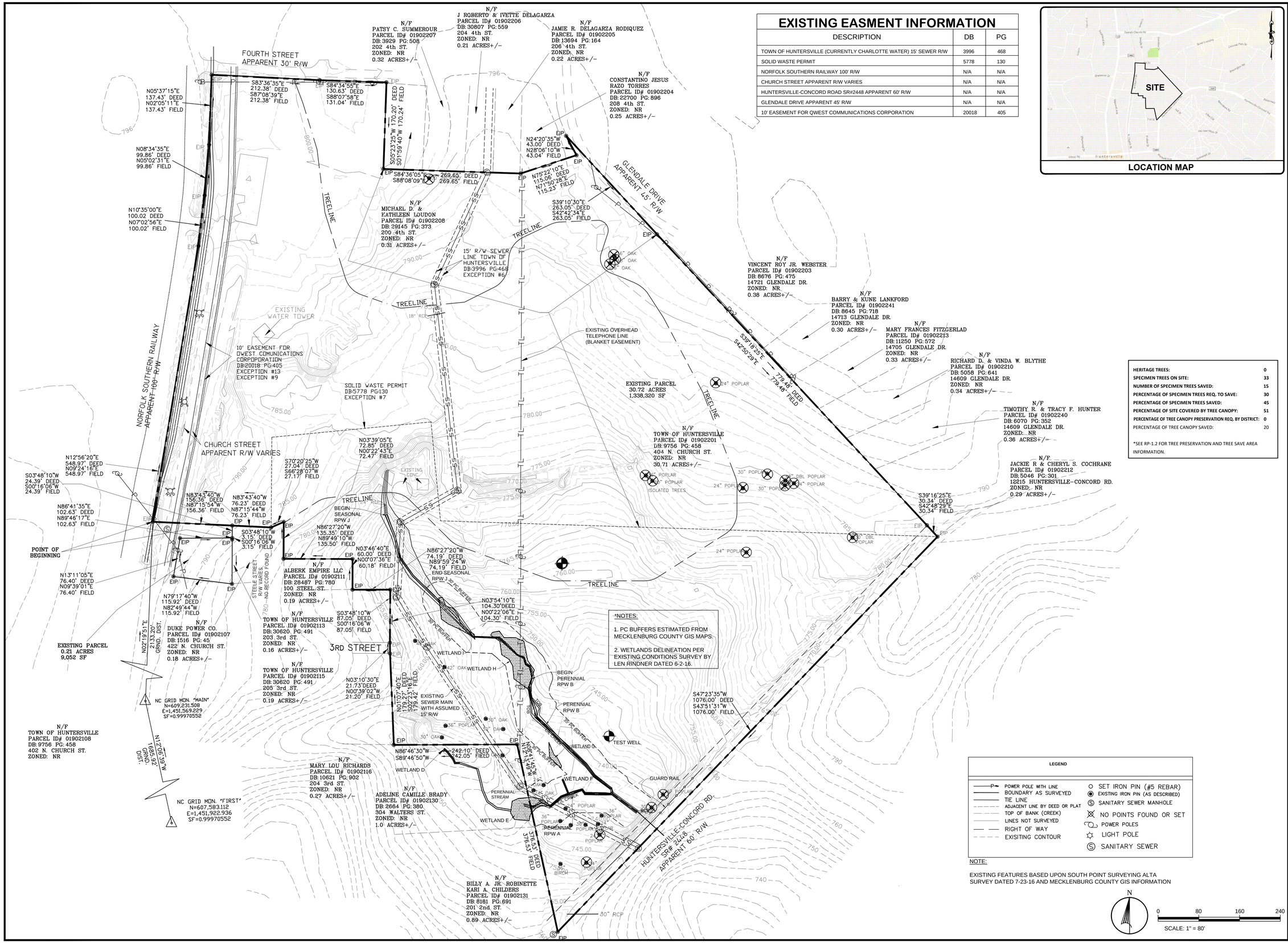
OWNER/DEVELOPER:

Vermillion Anchor Mill Village, LLC
13815 Cinnabar Place
Huntersville, NC 28078
Phone: 704-875-9704
Email: bowman31@gmail.com

ENGINEER:

Commercial Site Solutions, Inc.
402 East 1st Avenue
Easley, SC 29640
PH: 864-855-5200
Contact: Gene Hinkle, PE
Email: ghinkle@css-eng.com

NORTH CAROLINA PROFESSIONAL SEAL 032313 ENGINEER EUGENE B. HINKLE



EXISTING EASMENT INFORMATION

DESCRIPTION	DB	PG
TOWN OF HUNTERSVILLE (CURRENTLY CHARLOTTE WATER) 15' SEWER R/W	3996	468
SOLID WASTE PERMIT	5778	130
NORFOLK SOUTHERN RAILWAY 100' R/W	N/A	N/A
CHURCH STREET APPARENT R/W VARIES	N/A	N/A
HUNTERSVILLE-CONCORD ROAD SR#2448 APPARENT 60' R/W	N/A	N/A
GLENDALE DRIVE APPARENT 45' R/W	N/A	N/A
10' EASEMENT FOR QWEST COMMUNICATIONS CORPORATION	20018	405

LOCATION MAP

HERITAGE TREES:	0
SPECIMEN TREES ON SITE:	33
NUMBER OF SPECIMEN TREES SAVED:	15
PERCENTAGE OF SPECIMEN TREES REQ. TO SAVE:	30
PERCENTAGE OF SPECIMEN TREES SAVED:	45
PERCENTAGE OF SITE COVERED BY TREE CANOPY:	51
PERCENTAGE OF TREE CANOPY PRESERVATION REQ. BY DISTRICT:	0
PERCENTAGE OF TREE CANOPY SAVED:	20

*SEE RP-1.2 FOR TREE PRESERVATION AND TREE SAVE AREA INFORMATION.

REVISIONS

ISSUED	COMMENT

NORTH CAROLINA PROFESSIONAL SEAL 032313 ENGINEER EUGENE B. KOKE

NORTH CAROLINA COMMERCIAL SITE SOLUTIONS, INC. C-3123 CERTIFICATE OF AUTHORIZATION

CSS Civil Engineers
402 East First Avenue
Easley, South Carolina 29640
(864) 855-5200
www.css-eng.com

PREPARED FOR:
MPV PROPERTIES
Merrifield Patrick Vermillion

EXISTING FEATURES PLAN

ANCHOR MILL MIXED USE DEVELOPMENT

404 NORTH CHURCH STREET
HUNTERSVILLE, NC 28078

Date:	12-1-16
Drawn:	BDB
Checked:	GDH

RP-1.0
Sheet

REZONING DEVELOPMENT DATA

LOCATION / LOT INFORMATION

PROPERTY OWNER (CURRENT):	TOWN OF HUNTERSVILLE
SITE ADDRESS:	404 NORTH CHURCH STREET
PARCEL ID NUMBER:	01902201
PARCEL SIZE:	29.13 ACRES
EXISTING ZONING:	NR (NEIGHBORHOOD RESIDENTIAL)
EXISTING USE:	VACANT
EXISTING IMPERVIOUS SURFACE:	0.80 AC (DOES NOT INCLUDE PUBLIC ROADS)
PCCO DISTRICT:	HUNTERSVILLE
WATERSHED:	CLARKE
FLOOD PLAIN:	FEMA PANEL #37104465100J - DATE 03-02-2009 (NOT IN FEMA FLOOD ZONE)

PROPOSED / REQUIRED SITE DATA

PROPOSED USE:	MIXED USE - COMMERCIAL & RESIDENTIAL
PROPOSED ZONING:	TC (TOWN CENTER)
BUILDING USE:	
COMMERCIAL:	165,000 SF
RESIDENTAIL	400 UNITS
PROPOSED IMPERVIOUS COVERAGE:	22.80 AC
REQUIRED PARKING:	
COMMERCIAL / OFFICE:	1 SPACE / 500 SF
RESIDENTIAL:	1.5 SPACES / UNIT
URBAN OPEN SPACE:	0.87 ACRES
NATURAL OPEN SPACE:	3.75 ACRES

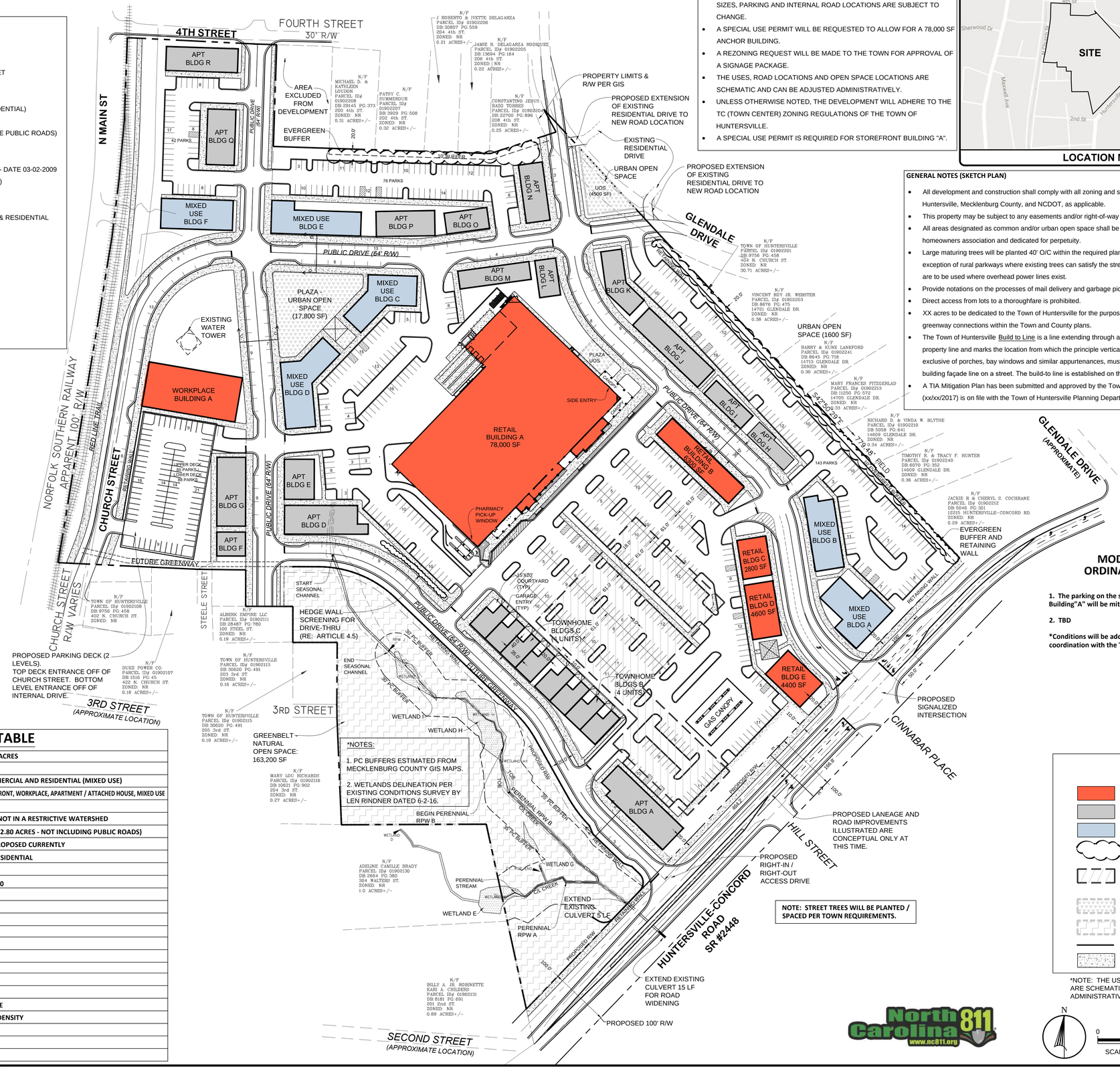
LANDSCAPE NOTES

- All trees shall be a minimum of 2 inches in caliper and 8 feet in height at the time of planting, unless otherwise specified.
- All shrubs shall be a minimum of 3 feet in height at the time of planting with an expected minimum height of at least 6 feet at maturity unless otherwise specified.
- Once streets have been accepted by the town or the state, street trees shall be maintained and cared for by the property owner adjacent to the tree except in subdivisions where the property owners association provides maintenance and care. Prior to street acceptance, the developer shall be responsible for ensuring maintenance and care. Maintenance shall include replacement and trimming as necessary. A maintenance responsibility statement shall be provided on the Final Plat and documented within the homeowners association articles of incorporation or the restrictive covenants / deed restrictions for the development.
- All tree save areas must be specified on the recorded plat, individual recorded deeds, and all property association documents for land held in common.

- Lots less than 10,000 sf. 1 Front Yard, 1 Rear Yard Tree Required.
- Lots less than 10,000-15,000 sf. 1 Front Yard, 2 Year Yard Tree Required.
- Lots less than 15,001-20,000 sf. 2 Front Yard, 2 Rear Yard Tree Required.
- More than 20,000 sf. 3 Front Yard, 3 Rear Yard Tree Required.

SITE PLAN DATA TABLE

TOTAL ACREAGE:	**29.13 ACRES**
TOTAL SQUARE FEET:	
PRINCIPLE USES:	**COMMERCIAL AND RESIDENTIAL (MIXED USE)**
BUILDING TYPE:	**STOREFRONT, WORKPLACE, APARTMENT / ATTACHED HOUSE, MIXED USE**
ZONING DISTRICT:	**TC-CD**
PERCENTAGE IMPERVIOUS ALLOWED:	**N/A - NOT IN A RESTRICTIVE WATERSHED**
PERCENTAGE OF IMPERVIOUS SHOWN	**74% (22.80 ACRES - NOT INCLUDING PUBLIC ROADS)**
LOT COUNT (SHOWN CURRENTLY)	**200 PROPOSED CURRENTLY**
TOTAL NUMBER OF DWELLINGS (DETACHED / ATTACHED):	**400 RESIDENTIAL**
MIXED USE / # LIVE/WORK UNITS:	**6**
TOTAL SF OF NON RESIDENTIAL:	**165,000**
LOT SIZE RANGE:	**TBD**
SETBACKS AND BUILD-TO-LINES	
FRONT BTL RANGE OR SETBACK:	**0 - 20'**
CORNER SETBACKS:	**0 - 5'**
REAR SETBACKS:	**NR**
RIGHT SIDE SETBACK:	**NR**
LEFT SIDE SETBACK:	**NR**
WATERSHED INFORMATION	
IS THIS PROPERTY IN A REGULATED DISTRICT?	**NO**
WATERSHED DISTRICT:	**CLARKE**
LOW DENSITY / HIGH DENSITY:	**HIGH DENSITY**
PERCENTAGE OF ALLOWABLE IMPERVIOUS AREA:	**N/A**
PERCENTAGE OF IMPERVIOUS AREA SHOWN ON PLANS:	**74%**
AMOUNT OF LOT AREA SET ASIDE FOR FUTURE IMPERVIOUS:	**N/A**



ADDITIONAL SKETCH PLAN NOTES:

- THE PLAN AS SHOWN IS CONCEPTUAL IN NATURE. BUILDING TYPES, SIZES, PARKING AND INTERNAL ROAD LOCATIONS ARE SUBJECT TO CHANGE.
- A SPECIAL USE PERMIT WILL BE REQUESTED TO ALLOW FOR A 78,000 SF ANCHOR BUILDING.
- A REZONING REQUEST WILL BE MADE TO THE TOWN FOR APPROVAL OF A SIGNAGE PACKAGE.
- THE USES, ROAD LOCATIONS AND OPEN SPACE LOCATIONS ARE SCHEMATIC AND CAN BE ADJUSTED ADMINISTRATIVELY.
- UNLESS OTHERWISE NOTED, THE DEVELOPMENT WILL ADHERE TO THE TC (TOWN CENTER) ZONING REGULATIONS OF THE TOWN OF HUNTERSVILLE.
- A SPECIAL USE PERMIT IS REQUIRED FOR STOREFRONT BUILDING "A".

LOCATION MAP

GENERAL NOTES (SKETCH PLAN)

- All development and construction shall comply with all zoning and subdivision standards of the Town of Huntersville, Mecklenburg County, and NCDOT, as applicable.
- This property may be subject to any easements and/or right-of-way of record.
- All areas designated as common and/or urban open space shall be owned and maintained by the homeowners association and dedicated for perpetuity.
- Large maturing trees will be planted 40' O/C within the required planting strip along all streets with the exception of rural parkways where existing trees can satisfy the street tree requirement. Small maturing trees are to be used where overhead power lines exist.
- Provide notations on the processes of mail delivery and garbage pick-up.
- Direct access from lots to a thoroughfare is prohibited.
- XX acres to be dedicated to the Town of Huntersville for the purposes of establishing and maintaining greenway connections within the Town and County plans.
- The Town of Huntersville Build to Line is a line extending through a lot which is generally parallel to the front property line and marks the location from which the principle vertical plane of the front building elevation, exclusive of porches, bay windows and similar appurtenances, must be erected; intended to create an even building façade line on a street. The build-to line is established on the record plat (final plat)
- A TIA Mitigation Plan has been submitted and approved by the Town of Huntersville. The Mitigation Plan (xx/xx/2017) is on file with the Town of Huntersville Planning Department.

MODIFICATIONS OF ORDINANCE STANDARDS

1. The parking on the southwest corner of Storefront Building"A" will be mitigated with heavy landscape screening.

2. TBD

***Conditions will be added as development planning and coordination with the Town progresses.**

NOTE: STREET TREES WILL BE PLANTED / SPACED PER TOWN REQUIREMENTS.

LEGEND

- STOREFRONT / WORKPLACE
- APARTMENT / ATTACHED HOUSE
- MIXED USE
- VEGETATIVE BUFFER
- UNDERGROUND STORMWATER SYSTEM (DRY WELL)
- URBAN OPEN SPACE
- NATURAL OPEN SPACE
- CURB AND GUTTER
- SIDEWALK

*NOTE: THE USES THAT ARE SHOWN ON THE PLAN ARE SCHEMATIC AND CAN BE ADJUSTED ADMINISTRATIVELY.

N

0 80 160 240

SCALE: 1" = 80'

REVISIONS

ISSUED	COMMENT

NORTH CAROLINA PROFESSIONAL SEAL 032313 ENGINEER EUGENE D. HAKL 1-17-17

NORTH CAROLINA COMMERCIAL SITE SOLUTIONS, INC. C-3123 CERTIFICATE OF AUTHORIZATION

CSS Civil Engineers
402 East First Avenue
Easley, South Carolina 29640
(864) 855-5200
www.css-eng.com

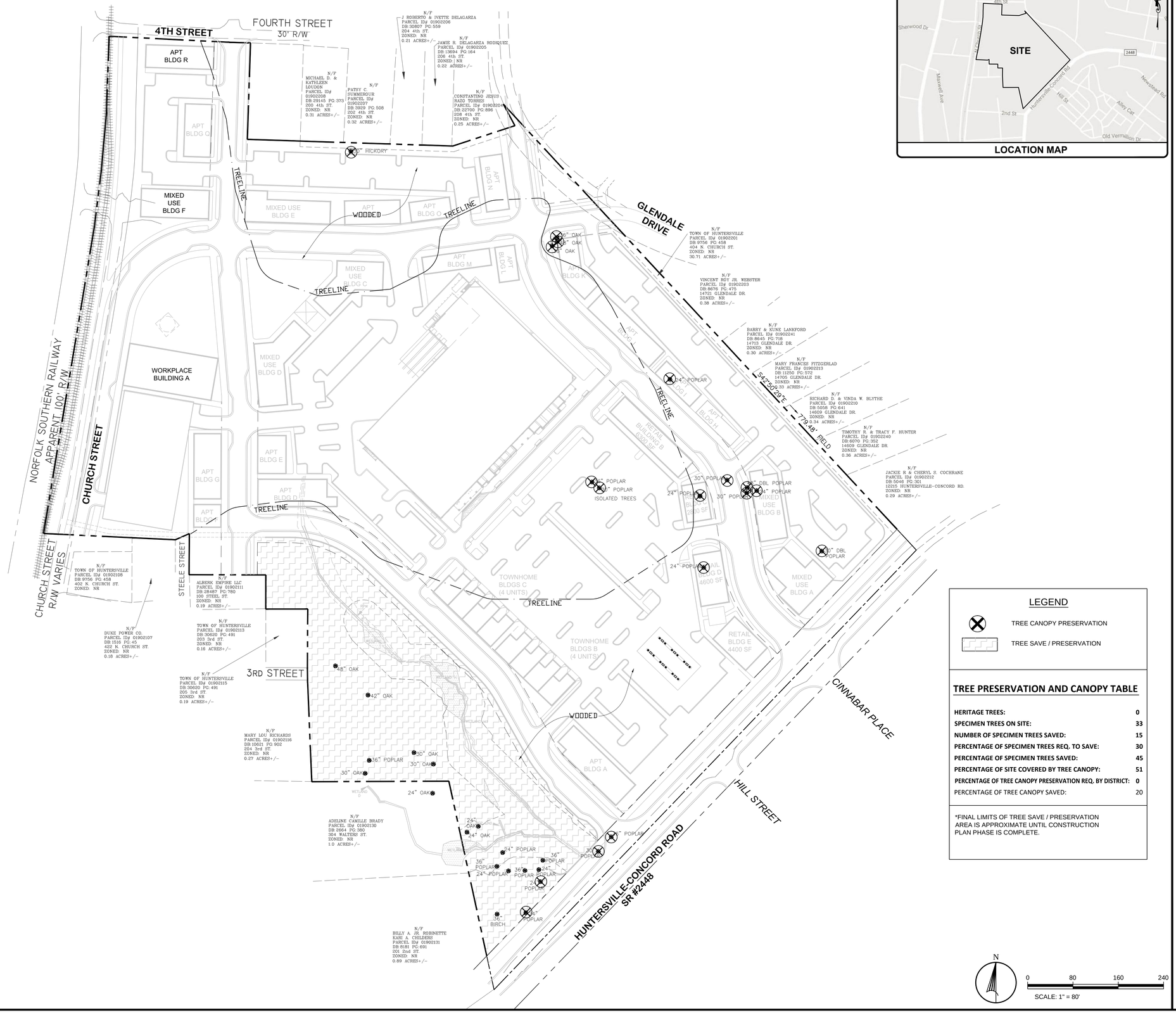
PREPARED FOR:

MPV PROPERTIES
Merrifield Patrick Vermillion

CONDITIONAL DISTRICT REZONING PLAN
ANCHOR MILL MIXED USE DEVELOPMENT
404 NORTH CHURCH STREET
HUNTERSVILLE, NC 28078

Date:	1-17-17
Drawn:	RM
Checked:	GDH

RP 1.1
Sheet



LOCATION MAP

LEGEND

- TREE CANOPY PRESERVATION
- TREE SAVE / PRESERVATION

TREE PRESERVATION AND CANOPY TABLE

HERITAGE TREES:	0
SPECIMEN TREES ON SITE:	33
NUMBER OF SPECIMEN TREES SAVED:	15
PERCENTAGE OF SPECIMEN TREES REQ. TO SAVE:	30
PERCENTAGE OF SPECIMEN TREES SAVED:	45
PERCENTAGE OF SITE COVERED BY TREE CANOPY:	51
PERCENTAGE OF TREE CANOPY PRESERVATION REQ. BY DISTRICT:	0
PERCENTAGE OF TREE CANOPY SAVED:	20

*FINAL LIMITS OF TREE SAVE / PRESERVATION AREA IS APPROXIMATE UNTIL CONSTRUCTION PLAN PHASE IS COMPLETE.

REVISIONS

ISSUED	COMMENT

NORTH CAROLINA PROFESSIONAL SEAL 032313 ENGINEER EUGENE D. HAMILL

NORTH CAROLINA COMMERCIAL SITE SOLUTIONS, INC. C-3123 CERTIFICATE OF AUTHORIZATION

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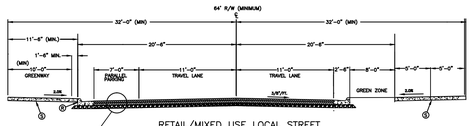
www.css-eng.com

PREPARED FOR:
MPV PROPERTIES
Merrifield Patrick Vermillion

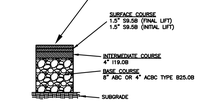
TREE SURVEY / PRESERVATION PLAN
ANCHOR MILL MIXED USE DEVELOPMENT
404 NORTH CHURCH STREET
HUNTERSVILLE, NC 28078

Date:	1-17-17
Drawn:	RM
Checked:	GDH

RP 1.2
Sheet



RETAIL/MIXED USE LOCAL STREET



TYPICAL PAVEMENT SECTION

KEY

Ⓑ 2'-6" STD. CURB AND GUTTER

Ⓢ 4" CONCRETE SIDEWALK

NOTES:

1. SIDEWALK SHALL BE PROVIDED ON BOTH SIDES OF THE STREET.

2. SEE SECTION II. B. FOR ADDITIONAL DESIGN CRITERIA.

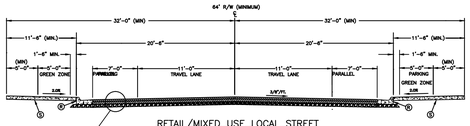
3. REFER TO STANDARD DRAWINGS 602.1 – 605.1 REGARDING SIDEWALK AROUND TREE GRATES. TREE GRATES SHALL BE PROVIDED WHEN TREES ARE LOCATED IN THE GREEN ZONE.

4. BASE COURSE TO EXTEND SIX INCHES BEYOND BACK OF CURB THEN TAPER OUT AT A FORTY-FIVE DEGREE ANGLE.

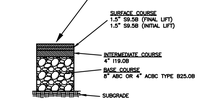
5. REFER TO STANDARD DRAWING 285.1 FOR PARALLEL PARKING LAYOUT.

NOT TO SCALE

SECTION A – A



RETAIL/MIXED USE LOCAL STREET



TYPICAL PAVEMENT SECTION

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Ⓑ 2'-6" STD. CURB AND GUTTER

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NOTES:

1. SIDEWALK SHALL BE PROVIDED ON BOTH SIDES OF THE STREET.

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3. REFER TO STANDARD DRAWINGS 602.1 – 605.1 REGARDING SIDEWALK AROUND TREE GRATES. TREE GRATES SHALL BE PROVIDED WHEN TREES ARE LOCATED IN THE GREEN ZONE.

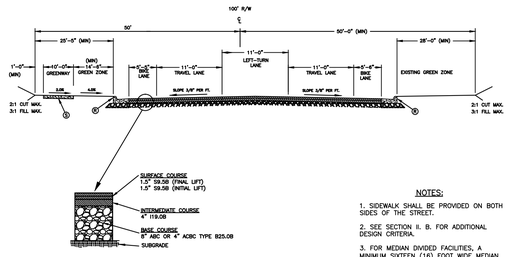
4. BASE COURSE TO EXTEND SIX INCHES BEYOND BACK OF CURB THEN TAPER OUT AT A FORTY-FIVE DEGREE ANGLE.

5. REFER TO STANDARD DRAWING 285.1 FOR PARALLEL PARKING LAYOUT.

NOT TO SCALE

SECTION B – B
SECTION C – C
SECTION D – D

REV. DATE
10/01/15
PTN. NO.
220.1



TYPICAL PAVEMENT SECTION

KEY

Ⓑ 2'-6" STANDARD CURB AND GUTTER

Ⓢ 4" CONCRETE SIDEWALK

Ⓣ 1'-6" MEDIAN CURB AND GUTTER

NOTES:

1. SIDEWALK SHALL BE PROVIDED ON BOTH SIDES OF THE STREET.

2. SEE SECTION II. B. FOR ADDITIONAL DESIGN CRITERIA.

3. FOR MEDIAN DIVIDED FACILITIES, A MINIMUM SIXTEEN (16) FOOT WIDE MEDIAN WITH ONE FOOT SIX INCH CURB AND GUTTER IS NEEDED. IF A LEFT-TURN LANE IS NOT NEEDED, THE MEDIAN SHALL BE LANDSCAPED.

4. BASE COURSE TO EXTEND SIX INCHES BEYOND BACK OF CURB THEN TAPER OUT AT A FORTY-FIVE DEGREE ANGLE.

NOT TO SCALE

SECTION E – E
WITH MEDIAN AND BIKE LANES

REFERENCE RP-1.1 FOR SECTION LOCATIONS (ADDITIONAL SECTIONS WILL BE DEVELOPED AS PLAN PROGRESSES)

PRELIMINARY
NOT FOR
CONSTRUCTION

REVISIONS

ISSUED	COMMENT

NORTH CAROLINA PROFESSIONAL SEAL 032313 ENGINEER EUGENE D. KINKLE III
1-17-17

NORTH CAROLINA COMMERCIAL SITE SOLUTIONS, INC. C-3123 CERTIFICATE OF AUTHORIZATION

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www.css-eng.com

PREPARED FOR:
MPV PROPERTIES
Merrifield Patrick Vermillion

STREET SECTION PLAN

ANCHOR MILL MIXED USE DEVELOPMENT
404 NORTH CHURCH STREET
HUNTERSVILLE, NC 28078

Date:	1-17-17
Drawn:	RM
Checked:	GDH

RP-1.3
Sheet

Anchor Mill Neighborhood Meeting 1-26-2017

Nate opened up with a general overview of the project and discussion of plans

- TIA Study
- Road Improvements Overview
- 165,000 square feet of retail
- 400 Residential units

Questions from property owners

1. Brad Buckingham & Greg Austin - Do you plan to use Glendale as a cut through? No, we're going to be providing more connectivity to lessen traffic.
2. Vince - What's the name of the anchor tenant? Unable to disclose at this time.

3. John Lashley - How big is the anchor tenant building? 76,000 sq. ft.

4. Alice Berringer - What's the plan with grade and the removal of trees at the main entrance? There will be a road widening and we'll install landscaping.

5. Alice Berringer - Is there going to be a buffer behind the Glendale residents? Plan to install a retaining wall & landscaping.

6. Tim Robertson - Is there going to a tunnel along the greenway? No, very expensive

7. Cathleen Lauden - Asked about a walking trail behind 4th street? No path. There will be an evergreen buffer.

8. Bill Conger - What were the number of residential units? 400 residential units

9. Bill Conger - What's happening to the Warfield entrance to Vermillion? Realigning Church Street. Will look at connecting Warfied to Church for folks heading south

10. Bill Conger - Concerns about Cinnabar and traffic on Cinnabar? Plan to add more connecting points to lessen traffic.

11. Bill Conger - Does Huntersville - Concord Road have enough right of way for future growth? Providing a 100' buffer

12. How wide will Church Street & Walter Street be in the realignment happens? It'll be a 2 lane collector street.

13. Roger Diedrich - Are the dimensions flexible with the retail buildings? Yes

14. Matt Brink - Will the Cinnabar entrance be used as the main entry for delivery trucks? More than likely it will be.

15. Matt Brink - Will there be a place to lock bikes? Absolutely

16. Matt Brink - Will there be a light at Holbrooks & 115? No

17. Matt Brink - Is this all the phases of the project? This is what the developer has submitted.

18. Greg Dawson - Would the developer consider a roundabout instead of a light at Cinnabar Place? The grocery store will likely require / need a light. A roundabout would use to much land.

19. Is there any proposed signage yet? No. Would have to go through the town approval process. Likely to be low profile signage.

20. John Lashley - Will there be any fuel pumps? Yes, the grocery's pumps

21. Are the plans & uses flexible? Yes, would love live work play concept. Would like some office uses.

22. Charles Gelsanliter - Lives in a house on 3rd Street. Concerned about having 3 streets surrounding his house. Nate suggested a private meeting.

23. Mary Richards - Has concerns regarding the Church Street realignment.

24. Concerns regarding contamination on the land? Environmental studies. Nate mentioned contact Bob Blythe regarding environmental work.

25. Why is the zoning being changed? The Town of Huntersville considers this is the best zoning.

26. What are the proposed heights of the buildings? 30'-40'

27. Are there plans for picnic tables or gazebo? Yes, planning for urban open spaces

28. Greg Dawson - Why loose connectivity to get across the railroad tracks? It's driven by the 2 way pair.

29. Roger Diedrich - Is there any room for a trail along Church Street? Yes, 12' trail

30. Todd Stise - Chairman of Greenway - Concerns about Charlotte Mooresville trail.

31. Matt Brink - Timeline of project? Depends on NCDOT. Could have everything to the Town of Huntersville in April. The project has to go to the NCDOT local division then Raleigh Congestion Management.

32. Sewer line? Plan to tie into and run into this project

33. Any development activity from 3rd Street to Huntersville - Concord? It depends on developers. What property owners want to sale and who doesn't. Nate believes the Town would like to recoup some of their investment of removing the trailers.

34. Bill Conger - Timeframe of the project? 1-2 years to start. 15-18 month construction

35. Will the project have a brewery? Would love to attract one of the bigger brewers in town. We'd show them a box and get the road improvements installed.

Anchor Mill Neighborhood Meeting

Name	Address	Email	Phone
Toribio Urquilla	303 WALTERS ST		8624525345
GREG DAWSON	14028 CINNABAR		704 578 1614
MARY Richards	204 Third St		704 875 1285
SEAN & SHANNON MALONE	11322 WARFIELD AVE		704-241-6153
Beth Ryoo	13950 CINNABAR		609 592 1513
Pat Barber	10122 Vanguard		704-668-5922
Jose Cepeda	310 N Main St		704 743 3656
Abby Cepeda	310 N Main St		704 788-6932
Kathy Jones	104 Walters St		704-575-1414
Roger Diedrich	10128 Vanguard Pkwy		704-727-0554
Tim Robinson	10403 Drake Hill Dr.		704-464-1614
Terah Robinson	" " " "		
KATHLEEN LOUDON	200 4th St		704 948 4004
MARK GIBBONS	13818 BRAMBOROUGH RD		704 340 5544
Charles Gelsanliter	201 Third Street	cgelsanliter@yahoo.com	704-957-9257
Mishell Yates	205 N. Main St	Mishell_Y@hotmail.com	704 724 3857
MATT BRINK	13019 SERENITY ST.	MATT.BRINK@VERIZONWIRELESS.COM	704 [illegible]
Tom & TOMI LATTA	20009 VERLAINE	WILLIAMLATTA@[illegible].NET	704 [illegible]
DICK KUAPIC	114 GLENDALE DR.		704-728-7894
DREW CODY	11317 WARFIELD AVE	CODYAWC@LIVE.COM	803.517.2115
JoAnn Miller	13900 ASBURY CHAPEL RD	JBM1943@BellSouth.net	980-522-9815

Anchor Mill Neighborhood Meeting

Name	Address	Email	Phone
Jerry Hollenback	17916 Pass Pond Ct. Davidson	mail@jghollenback.com	
JOHN LASHLEY	14814 ROSEMARY HAYDN Huntersville	JPL1@CAROLINA.HILL.COM	704-226-6431
Tracy Hunter	14609 Glendale Dr. Huntersville	trh77nc@roadrunner.com	
Alice Barringer	Vermillion		
Lacey Hampton	The Herald Weekly	Lhampton@lakenormanpublications.com	
Charles Tilson	104 W Church St	cst22401@gmail.com	
SIMON BEZER	13015 SERENITY ST HUILLE	SBEZER@GMAIL.COM	
Bradley Buckingham	200 Glendale Dr Huntersville	2bucks62@gmail.com	
Bill Conger	P.O. Box 966 Huntersville	bill.conger@attnet	
SARAH R MCALLAY	P.O. Box 255 Huntersville	SRMCALLAY@AOL.COM	

Bowman Development Group, Inc.

January 16, 2017

SUBJECT: Notice of neighborhood meeting for a subdivision rezoning and sketch plan review of approximately +/- 30.43 acres located on North Church Street and Huntersville-Concord Road.

To Whom It May Concern:

Recipients of this letter meet the notification requirements of the Town of Huntersville as being either adjacent landowners or neighborhood organizations with at least a portion of their residents located within 250 ft. of the subject property.

MEETING DETAIL:

6:00 p.m.
January 26th, 2017
Town of Huntersville Town Hall
101 Huntersville-Concord Road
Huntersville, NC 28078

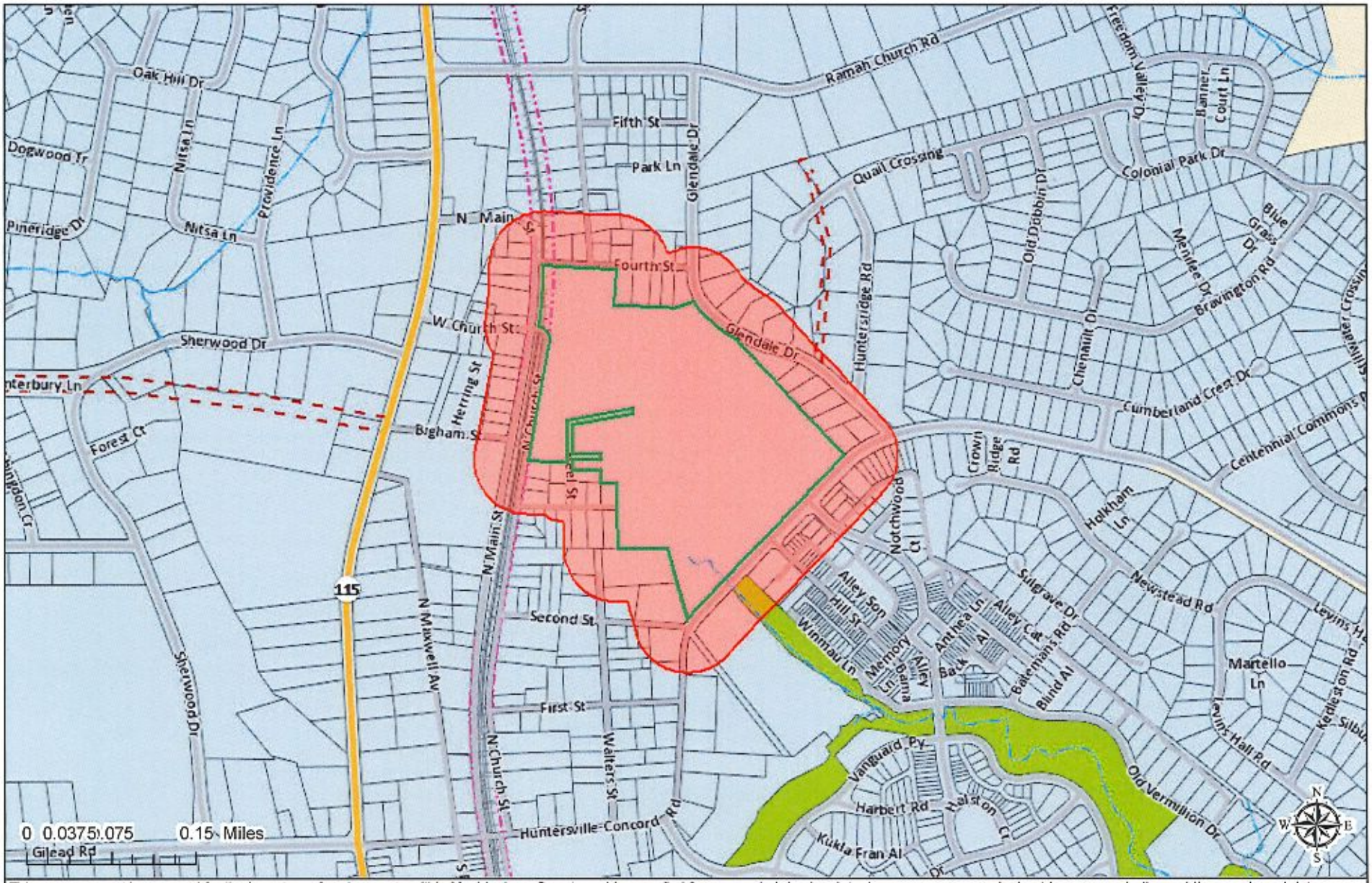
You are welcome to attend the above-mentioned neighborhood meeting. There will be an opportunity to ask questions about the proposed subdivision.

Sincerely,

Robert Bowman

Polaris 3G Map – Mecklenburg County, North Carolina

Date Printed: 1/3/2017 2:00:30 PM



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No	Parcel ID	Owner Name	Mailing Address	Legal Description	Deed Book	Deed Page	Land Area
1	01901100	1. CAROLINA BLUE PROPERTIES,	371 CAMINO REAL RD MOORESVILLE NC 28117	L13-15 B A M7-725 100 HERRING	31297	71	1 LT (0.736 GIS Acres)
2	01901111	1. HUNTERSVILLE ARP CHURCH,	PO BOX 316 HUNTERSVILLE NC 28078	L1 BA M7-725	16534	897	0.161 AC
3	01901112	1. SWEETWATER ASSETS LLC,	PO BOX 673 HUNTERSVILLE NC 28070	L2 M7-273	30999	302	1 LT (0.151 GIS Acres)
4	01901113	1. DAVIS, MISHELL N 2.DAVIS, TRINA Y	205 N MAIN ST HUNTERSVILLE NC 28078	L3 M7-273	21622	214	1 LT (0.171 GIS Acres)
5	01901114	1. KENNERLY, TONY F	2720 OLD SPARTANBURG HWY WOODRUFF SC 29388	L4 & 5 BA M7-273	28034	694	1 LT (0.292 GIS Acres)
6	01901115	1. NORTH MECKLENBURG PROPERTIES LLC,	1347 KILLIAN RD STANLEY NC 28164	L6 BA M7-725	28023	849	1 LT (0.163 GIS Acres)
7	01901116	1. NORDENSTAM, LORI H 2.NORDENSTAM, LARS M	211 N MAIN ST DAVIDSON NC 28036	L7 BA M7-725	22099	835	1 LT (0.150 GIS Acres)
8	01901117	1. CROSS BUILDING LLC,	1050 RIVERSIDE AVE HOPEWELL VA 23860	L8 &9 BA M7-725	28945	612	1 LT (0.332 GIS Acres)
9	01901118	1. TILSON, CHARLES S	22401 TORRENCE CHAPEL RD CORNELIUS NC 28031	L10 M7-725	15675	278	1 LT (0.157 GIS Acres)
10	01901121	~~1. CAROLINA BLUE PROPERTIES,~~	371 CAMINO REAL RD MOORESVILLE NC 28117	L19 P16&18 M7-725	31297	71	1 LT (0.437 GIS Acres)
11	01901202	1. TOWN OF HUNTERSVILLE,	PO BOX 664 HUNTERSVILLE NC 28078	L7 BG M7 649	30555	539	1 LT (0.118 GIS Acres)
12	01901203	1. COOK, CHARLES E JR 2.COOK, WANDA K	105 N CHURCH ST HUNTERSVILLE NC 28078	L6 BG M7-649	13183	308	1 LT (0.160 GIS Acres)
13	01901204	1. TORRES, ELVIRA C 2.TORRES, LEONARDO T	301 N MAIN ST HUNTERSVILLE NC 28078	L5 B G M7-649	19849	401	1 LT (0.175 GIS Acres)
14	01901205	1. GUIGNARD, CHARLES S	PO BOX 1766 HUNTERSVILLE NC 28078	NA	23945	858	0.51 AC
15	01901206	1. LEE, ERNIE J 2.LEE, ROBERTA S	PO BOX 143 HUNTERSVILLE NC 28070	L4 BG M7-649	08180	502	1 LT (0.320 GIS Acres)
16	01901207	~~1. TOWN OF HUNTERSVILLE,~~	PO BOX 664 HUNTERSVILLE NC 28078	L3 BL G M7 649	30555	539	1 LT (0.389 GIS Acres)

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17	01901208	1. TOWN OF HUNTERSVILLE,	PO BOX 664 HUNTERSVILLE NC 28070	L2 M24-834	30204	490	1 LT (0.180 GIS Acres)
18	01901209	1. TOWN OF HUNTERSVILLE,	PO BOX 664 HUNTERSVILLE NC 28070	L1 M24-834	30204	490	1 LT (0.189 GIS Acres)
19	01901210	1. TOWN OF HUNTERSVILLE,	PO BOX 664 HUNTERSVILLE NC 28070	L12 M24-594	30204	490	1 LT (0.224 GIS Acres)
20	01901211	1. TOWN OF HUNTERSVILLE,	PO BOX 664 HUNTERSVILLE NC 28070	L11 M24-594	30204	490	1 LT (0.248 GIS Acres)
21	01901307	1. MONTOYA, GRACIELA LOPEZ 2.CEPEDA, JOSE M	310 N MAIN ST HUNTERSVILLE NC 28078	NA	25339	050	1 LT (0.418 GIS Acres)
22	01901308	1. BLACKBURN, DEBORAH KAY	PO BOX 1002 HUNTERSVILLE NC 28078	L1 BB M7-617	08029	937	1 LT (0.345 GIS Acres)
23	01901309	1. NORTH MECKLENBURG PROPERTIES LLC,	1347 KILLIAN RD STANLEY NC 28164	L2 BB M7-617	28023	849	1 LT (0.197 GIS Acres)
24	01901319	1. JHG PROPERTIES LLC,	10508 KERNS RD HUNTERSVILLE NC 28078	L3 BB M7-617	28793	846	1 LT (0.463 GIS Acres)
25	01901321	1. AUTEN, JOHN E 2.AUTEN, EHTEL L	103 SEAGLE ST HUNTERSVILLE NC 28078	L4B M27-36	02962	381	0.201 AC
26	01901510	1. GOOD, ELIZABETH A EDENS	PO BOX 653 HUNTERSVILLE NC 28070	L6 B D M7 617	04596	798	1 LT (0.302 GIS Acres)
27	01901511	1. DELAGARZA, J ROBERTO 2.DELAGARZA, IVETTE	12415 ASBURY CHAPEL RD HUNTERSVILLE NC 28078	P5 BD M7-617	17791	500	0.17 AC
28	01901513	1. DELAGARZA, JAIME ROBERTO 2.DELAGARZA, IVETTE	12415 ASBURY CHAPEL RD HUNTERSVILLE NC 28078	L3 BD M7-617	19328	674	1 LT (0.358 GIS Acres)
29	01901514	1. DELAGARZA, JAIME R 2.DELAGARZA, IVETTE	12415 ASBURY CHAPEL RD HUNTERSVILLE NC 28078	L2 BD M7-617	14721	533	1 LT (0.351 GIS Acres)
30	01901515	1. PHOENIX HOLDINGS LLC, 2.C/O REGINA BARRON,	PO BOX 36 HUNTERSVILLE NC 28070	LA M34-821	22738	905	0.131 AC
31	01901516	1. TOWN OF HUNTERSVILLE,	PO BOX 664 HUNTERSVILLE NC 28078	L8-11 BD &P2-5 BE M11-111	02124	223	2 AC

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32	01901518	1. WILSON, DARLA 2.WILSON, BOBBY DALE	98 SEAGLE ST HUNTERSVILLE NC 28078	P5 BD M7-617	09662	418	0.13 AC
33	01901519	1. BHANDERI, HITESH S 2.BHANDERI, DIPTI H	16634 SUTTERS RUN LN HUNTERSVILLE NC 28078	L4B BD M23-571	30873	549	1 LT (0.184 GIS Acres)
34	01901520	1. BHANDERI, HITESH S 2.BHANDERI, DIPTI H	16634 SUTTERS RUN LN HUNTERSVILLE NC 28078	L4A BD M23-571	30873	549	1 LT (0.170 GIS Acres)
35	01902107	1. DUKE POWER CO, ATTN: TAX DEPT - PB05B	422 S CHURCH ST CHARLOTTE NC 28242	M1516-47	01516	245	1 LT (0.180 GIS Acres)
36	01902108	1. TOWN OF HUNTERSVILLE,	PO BOX 664 HUNTERSVILLE NC 28070	L3 BI M7-619	09756	458	0.207 AC
37	01902110	1. TOWN OF HUNTERSVILLE,	PO BOX 664 HUNTERSVILLE NC 28078	L4 BI M7-619	04887	228	1 LT (0.191 GIS Acres)
38	01902111	1. ALBERK EMPIRE LLC,	17825 PENINSULA CLUB DR N CORNELIUS NC 28031	L2 BH M7-619	28487	780	1 LT (0.186 GIS Acres)
39	01902112	1. GELSANLITER, CHARLES K	201 3RD ST HUNTERSVILLE NC 28078	L1 BH M7-619	14175	848	1 LT (0.172 GIS Acres)
40	01902113	1. TOWN OF HUNTERSVILLE,	PO BOX 664 HUNTERSVILLE NC 28078	L4 BH M7-619	30620	491	1 LT (0.162 GIS Acres)
41	01902115	1. TOWN OF HUNTERSVILLE,	PO BOX 664 HUNTERSVILLE NC 28078	L5 BH M7-619	30620	491	1 LT (0.187 GIS Acres)
42	01902116	1. RICHARDS, MARY LOU	PO BOX 32 HUNTERSVILLE NC 28070	L9 BG M7-619	10621	902	1 LT (0.274 GIS Acres)
43	01902117	1. RICHARDS, MARY LOU	PO BOX 32 HUNTERSVILLE NC 28070	L8 BG M7-619	10621	902	1 LT (0.310 GIS Acres)
44	01902118	1. RICHARDS, MARY LOU	PO BOX 32 HUNTERSVILLE NC 28070	L7 BG M7-619	10621	905	1 LT (0.310 GIS Acres)
45	01902119	1. WIRTH, JULIE	1614 TIPPAH AVE CHARLOTTE NC 28205	L6 BG M7-619	22452	872	1 LT (0.290 GIS Acres)
46	01902120	1. TOWN OF HUNTERSVILLE,	PO BOX 664 HUNTERSVILLE NC 28078	L5 BG M7-619	30620	491	1 LT (0.218 GIS Acres)
47	01902121	1. TOWN OF HUNTERSVILLE,	PO BOX 664 HUNTERSVILLE NC 28070	L4 BG M7-619	30620	488	1 LT (0.115 GIS Acres)

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48	01902122	1. C/O REGINA BARRON, 2.PHOENIX HOLDINGS LLC,	PO BOX 36 HUNTERSVILLE NC 28070	L3 BG M7-619	22738	903	1 LT (0.123 GIS Acres)
49	01902125	1. WOODS, BEVERLY B	14024 SIMS RD HUNTERSVILLE NC 28078	NA	28922	339	0.579 AC
50	01902127	1. CHURCH OF GOD OF THE BIBLE THE, INCORPORATED	PO BOX 1002 HUNTERSVILLE NC 28078	L1 & 2 B4 M230-19	08093	092	1 LT (0.398 GIS Acres)
51	01902128	1. URQUILLA, ANA M 2.URQUILLA, TORIBIO	9019 DETROITER DR HUNTERSVILLE NC 28078	L3 & 4 B4 M230-19	29537	850	2 AC
52	01902129	1. URQUILLA, TORIBIO 2.URQUILLA, ANA M	9019 DETROITER DR HUNTERSVILLE NC 28078	L5&6 B4 M230- 19	29537	850	1 LT (0.396 GIS Acres)
53	01902130	1. BRADY, ADELINE CAMILLE	4348 WOODSBURY LN LINCOLNTON NC 28092	L4 & 5 ETC B5 M20-19	02664	380	1 AC
54	01902131	1. ROBINETTE, BILLY A JR 2.KARI A CHILDERS,	210 2ND ST ,UNIT A HUNTERSVILLE NC 28078	L7 & 8 P1-3 B5 M230-19	08181	691	0.89 AC
55	01902139	1. MOWRY, MARY ELIZABETH	PO BOX 422 HUNTERSVILLE NC 28070	P1-3 & P7-8 B5 M230-19	24291	308	0.57 AC
56	01902140	1. TOWN OF HUNTERSVILLE,	PO BOX 664 HUNTERSVILLE NC 28078	L1 BI M7-619	30620	491	0.18 AC
57	01902201	1. TOWN OF HUNTERSVILLE,	PO BOX 664 HUNTERSVILLE NC 28070	M7-623 &M12-1 &ETC	09756	458	3.043 AC
58	01902203	1. WEBSTER, VINCENT ROY JR	14721 GLENDALE RD HUNTERSVILLE NC 28078	L2 M23-307	08676	475	1 LT (0.380 GIS Acres)
59	01902204	1. TORRES, CONSTANTINO JESUS RAZO	208 FOURTH ST HUNTERSVILLE NC 28078	L1 BC M7-617	22700	896	1 LT (0.255 GIS Acres)
60	01902205	1. DELAGARZA-RODRIQUEZ, JAIME R	12415 ASBURYCHAPEL RD HUNTERSVILLE NC 28078	L2 BC M7-617	13594	164	1 LT (0.224 GIS Acres)
61	01902206	1. RODRIGUEZ, J ROBERTO DELAGARA 2.DELAGARZA, IVETTE	12415 ASBURY CHAPEL RD HUNTERSVILLE NC 28078	L3 BC M7-617	30807	559	1 LT (0.210 GIS Acres)
62	01902207	1. SUMMEROUR, PATSY C	PO BOX 148 HUNTERSVILLE NC 28070	L4 BC M7-617	03929	508	1 LT (0.321 GIS Acres)

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63	01902208	1. LOUDON, MICHAEL DENVER 2.LOUDON, KATHLEEN	200 FOURTH ST HUNTERSVILLE NC 28078	L5BC M7-617	29145	373	1 LT (0.306 GIS Acres)
64	01902210	1. BLYTHE, RICHARD DALE 2.BLYTHE, VONDA W	PO BOX 216 HUNTERSVILLE NC 28078	L5 M23-307	05058	641	1 LT (0.344 GIS Acres)
65	01902211	1. SPARKS, DARLENE J 2.SPARKS, JAMES R	625 HUNTERSVL-CONCOR D RD HUNTERSVILLE NC 28078	L8 M23-307	07369	616	1 LT (0.257 GIS Acres)
66	01902212	1. COCHRANE, JACKIE R 2.COCHRANE, CHERYL S	PO BOX 496 HUNTERSVILLE NC 28070	L7 M23-307	05046	301	1 LT (0.290 GIS Acres)
67	01902213	1. FITZGERLAD, MARY FRANCES	14705 GLENDALE RD HUNTERSVILLE NC 28078	L4 M23-307	11250	572	1 LT (0.332 GIS Acres)
68	01902240	1. HUNTER, TRACY F 2.HUNTER, TIMOTHY R	14609 GLENDALE RD HUNTERSVILLE NC 28078	L6 M23-307	06070	352	1 LT (0.361 GIS Acres)
69	01902241	1. LANKFORD, JUNE 2.LANKFORD, BARRY	14713 GLENDALE RD HUNTERSVILLE NC 28078	L3 M23-307	08645	718	1 LT (0.293 GIS Acres)
70	01902305	1. MAGLA PRODUCTS INC **, 2.GLATT, HERBERT	700 SHUNPIKE RD CHATHAM NJ 07928	NA	07119	610	0.582 AC
71	01903202	1. HUNTERSVILLE A R P CHURCH,	PO BOX 316 HUNTERSVILLE NC 28078	NA	02045	471	4.329 AC
72	01903426	1. HUNTERSVILLE ARP CHURCH,	PO BOX 316 HUNTERSVILLE NC 28078	NA	02045	471	0.334 AC
73	01903602	1. NORRIS, STACY DENISE	PO BOX 1602 HUNTERSVILLE NC 28070	L5 B2 M230-19	11485	259	1 LT (0.221 GIS Acres)
74	01903606	1. BOWMAN DEVELOPMENT GROUP INC,	13815 CINNABAR PLACE HUNTERSVILLE NC 28078	L11 & 12 B2 M230-19	28154	890	2 LT (0.519 GIS Acres)
75	01903607	1. HINES REAL ESTATE GROUP LLC,	PO BOX 673 HUNTERSVILLE NC 28078	L8-10 B2 M230-19	29968	995	2 LT (0.521 GIS Acres)
76	01903612	1. HINES REAL ESTATE GROUP LLC,	PO BOX 673 HUNTERSVILLE NC 28078	L7A M31-557	28877	459	0.128 AC

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77	01903613	1. HINES REAL ESTATE GROUP LLC,	PO BOX 673 HUNTERSVILLE NC 28078	L7B M31-557	28877	459	0.122 AC
78	01905210	1. BOWMAN DEV GROUP INC, WILLIAM J BOWMAN JR &WF M	13815 CINNABAR PL HUNTERSVILLE NC 28078	L42 &43 M3-342 &STRIP	11558	258	2 LT (0.427 GIS Acres)
79	01905211	1. STINSON, W O (ET AL)	3550 DOGWOOD CT SALISBURY NC 28144	L40&41 M3- 342			2 LT (0.455 GIS Acres)
80	01905212	1. BOWMAN DEVELOPMENT GROUP INC,	13815 CINNABAR PL HUNTERSVILLE NC 28078	L24-36 U/M &P M3-342	22699	750	5.8 AC
81	01905258	1. VERMILLION COMMUNITY ASSOCIATION INC,	130 BEN CASEY DR STE 100 FORT MILL SC 29708	C/A M29-441	28550	235	0.28 AC
82	01905259	1. RAMSAY, JENNIFER R 2.MCGLOTHLIN, JONATHAN J	14040 ALLEY SON HUNTERSVILLE NC 28078	L18 M29-441	28532	685	0.11 AC
83	01905260	1. GREY, CORRIE L	11915 MOONSHADOW LN HUNTERSVILLE NC 28078	L19 M30-693	30920	433	0.1 AC
84	01905261	1. LAFFERTY, JANINE M	6614 GLENLIVET CT CHARLOTTE NC 28278	L20 M29-441	11223	371	0.1 AC
85	01905273	1. MUNETON, NANCY	14058 ALLEY SON ST HUNTERSVILLE NC 28078	L175 M33-109	23968	48	0.03 AC
86	01905274	1. BARRINGER, LILLIAN A	14054 ALLEY SON HUNTERSVILLE NC 28078	L176 M33-109	11623	627	0.03 AC
87	01905275	1. COLORACCI, ROSEMARIE	14050 ALLEY SON HUNTERSVILLE NC 28078	L177 M33-109	11623	741	0.03 AC
88	01905276	1. HALL, JAMES F	14046 ALLEY SON HUNTERSVILLE NC 28078	L178 M33-109	11648	763	0.03 AC
89	01905281	1. MECKLENBURG COUNTY,	600 E 4TH ST CHARLOTTE NC 28202	LD M53-608 THRU 613	27002	556	5.225 AC
90	01905301	1. BOWMAN DEVELOPMENT GROUP INC,	13815 CINNABAR PLACE HUNTERSVILLE NC 28078	L16-23 U/M	22699	750	1.38 AC
91	01905601	1. VERMILLION COMMUNITY ASSOCIATION INC,	130 BEN CASEY DR STE 100 FORT MILL SC 29708	C/A M33-109	28550	235	0.09 AC
92	01905602	1. DAGGETT, SALLY BERNARD	14032 CINNABAR PL HUNTERSVILLE NC 28078	L17 M33-109	28140	165	0.14 AC

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93	01905603	1. BLEVINS, ANDREW L 2.BLEVINS, AMY FURCHES	14026 CINNABAR PL HUNTERSVILLE NC 28078	L16 M33-109	28934	594	0.11 AC
94	01905604	1. SKIPPER, KATRINA S 2.SKIPPER, DONALD J	16320 MCAULEY RD HUNTERSVILLE NC 28078	L72 &73 P74 M3-342	13596	875	0.334 AC
95	01905681	1. SPEANBURG, JEFFREY 2.CRAVETZ-SPEANBURG, JORGAN	12203 LOFTYWOOD CT HUNTERSVILLE NC 28078	L15 M29-441	28488	662	0.15 AC
96	01905682	1. BLACKMON, CLARA E	15018 HOLSBROOKS RD HUNTERSVILLE NC 28078	L14 M29-441	11298	269	0.11 AC
97	01905683	1. JACOBS, JAMES S	12211 LOFTYWOOD CT HUNTERSVILLE NC 28078	L13 M29-441	30994	173	0.1 AC
98	01905684	1. DENETRE, PATRICK 2.LEDWELL, REBECCA	12221 NOTCHWOOD CT HUNTERSVILLE NC 28078	L12 M29-441	21183	646	0.2 AC
99	01905687	1. VERMILLION COMMUNITY ASSOCIATION INC,	130 BEN CASEY DR STE 100 FORT MILL SC 29708	C/A M33-109	28550	248	0.05 AC
100	01905688	1. VERMILLION COMMUNITY ASSOCIATION INC,	130 BEN CASEY DR STE 100 FORT MILL SC 29708	ACCESS ESMT. M33-109	28550	235	0.02 AC
101	01905722	1. DUFFY, CAITLIN E	13844 HILL ST HUNTERSVILLE NC 28078	L171 M33-109	28653	777	0.05 AC
102	01905723	1. ELLIOTT, JOYCE CHAMPION	13846 HILL ST HUNTERSVILLE NC 28078	L172 M33-109	14017	979	0.05 AC
103	01905724	1. HANELINE, JULIE L	13848 HILL STREET HUNTERSVILLE NC 28078	L173 M33-109	29252	998	0.05 AC
104	01905725	1. NIEMIEC, NICHOLE LEIGH	13850 HILL ST HUNTERSVILLE NC 28078	L174 M33-109	29629	717	0.05 AC
105	01928107	1. BUCKINGHAM, BRADLEY J 2.BUCKINGHAM, SUSIE P	200 GLENDALE DR HUNTERSVILLE NC 28070	L16 M22-481	23616	484	1 LT (0.605 GIS Acres)
106	01928108	1. KVAPIL, ROBYN LYNN 2.KVAPIL, RICHARD T	114 GLENDALE DR HUNTERSVILLE NC 28078	L17 M22-481	30662	187	1 LT (0.600 GIS Acres)

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107	01928109	1. FRANCISCA CHAVEZ RODRIQUEZ, 2.MARTINEZ, ALEJOS RODRIGEZ	112 GLENDALE DR HUNTERSVILLE NC 28078	L18 M22-481	12023	037	1 LT (0.522 GIS Acres)
108	01928110	1. SILVEA, TROY ODELL	110 GLENDALE DR HUNTERSVILLE NC 28078	L19 M22-481	11879	743	1 LT (0.513 GIS Acres)
109	01928111	1. KELVINGTON, JONATHAN PATRICK	108 GLENDALE DR HUNTERSVILLE NC 28078	L20 M22-481	25427	374	1 LT (0.577 GIS Acres)
110	01928112	1. MCTAGGART, KERICE H 2.MCTAGGART, STEPHEN D	14710 GLENDALE DR HUNTERSVILLE NC 28031	L21 M34-609	13349	658	0.43 AC
111	01928113	1. COLEMAN, DERRICK 2.COLEMAN, TANGANYIKA	19608 FERIBA PL CORNELIUS NC 28031	L1 M22-481	29551	874	1 LT (0.756 GIS Acres)
112	01928124	1. JOHNSON, CYNTHIA VICTORIA	104 GLENDALE DR HUNTERSVILLE NC 28078	L22 M34-609	17278	935	0.428 AC
113	01928207	1. GIBSON, ANDREW STEVENSON	110 CARR RD DALLAS NC 28034	L1 M21-960 &TR M3-342	03422	315	1 LT (1.065 GIS Acres)
114	01929131	1. SOUTHSIDE NEIGHBORHOOD LLC,	13815 CINNABAR PLACE HUNTERSVILLE NC 28078	L3 M59-367	30810	322	0.1 AC
115	01929132	1. SOUTHSIDE NEIGHBORHOOD LLC,	13815 CINNABAR PLACE HUNTERSVILLE NC 28078	L4 M59-367	30810	322	0.1 AC
116	01929133	1. SOUTHSIDE NEIGHBORHOOD LLC,	13815 CINNABAR PLACE HUNTERSVILLE NC 28078	L5 M59-367	29168	518	0.11 AC
117	01929134	1. SOUTHSIDE NEIGHBORHOOD LLC,	13815 CINNABAR PLACE HUNTERSVILLE NC 28078	L6 M59-367	29168	518	0.1 AC
118	01929135	1. SOUTHSIDE NEIGHBORHOOD LLC,	13815 CINNABAR PLACE HUNTERSVILLE NC 28078	L7 M59-367	29168	518	0.1 AC
119	01929136	1. SOUTHSIDE NEIGHBORHOOD LLC,	13815 CINNABAR PLACE HUNTERSVILLE NC 28078	L8 M59-367	29168	518	0.09 AC

This map or report is prepared for the inventory of real property within Mecklenburg County and is compiled from recorded deeds, plats, tax maps, surveys, planimetric maps, and other public records and data. Users of this map or report are hereby notified that the aforementioned public primary information sources should be consulted for verification. Mecklenburg County and its mapping contractors assume no legal responsibility for the information contained herein.

December 13, 2016

Mr. Nate Bowman
15815 Cinnabar Pl
Huntersville, Nc 28078

Re: Adequate Public Facilities (APF) Application – Anchor Mill (File #2016-17)

Dear Mr. Bowman:

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 165,000 sf of Commercial development and 400 Multi-Family Units. I am issuing a "Determination of Adequacy (DOA)" for the following public facilities:

- Fire Vehicles
- Fire Facilities
- Police Facilities
- Police Vehicles

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,

Brian Richards

Brian Richards
GIS Administrator

Cc: Jack Simoneau, AICP, Planning Director
Gerry Vincent, Assistant Town Manager
Robert Blythe, Town Attorney
Alison Adams, Planner

Town of Huntersville
REQUEST FOR BOARD ACTION
3/6/2017

REVIEWED:

To: The Honorable Mayor and Board of Commissioners
From: Meredith Nesbitt, Planner I
Subject: ANNEX 16-03 Valencia

Request to hold a public hearing on March 6, 2017 for Annex 16-03 Valencia to annex 38.24 acres (contiguous) into the Town of Huntersville.

ACTION RECOMMENDED:
Hold a public hearing on March 6, 2017.

FINANCIAL IMPLICATIONS:
N/A

ATTACHMENTS:

Description	Type
Staff Report ANNEX 16-03	Staff Report
Exhibit 1 - Annexation Petition	Exhibit
Exhibit 2 - Certificate of Sufficiency	Exhibit
Exhibit 3 - Legal Ad	Exhibit
Exhibit 4 - Signed Site Plat Map	Exhibit
Exhibit 5 - Annexation Ordinance	Exhibit

Staff Analysis
Town Board Meeting
March 06, 2017

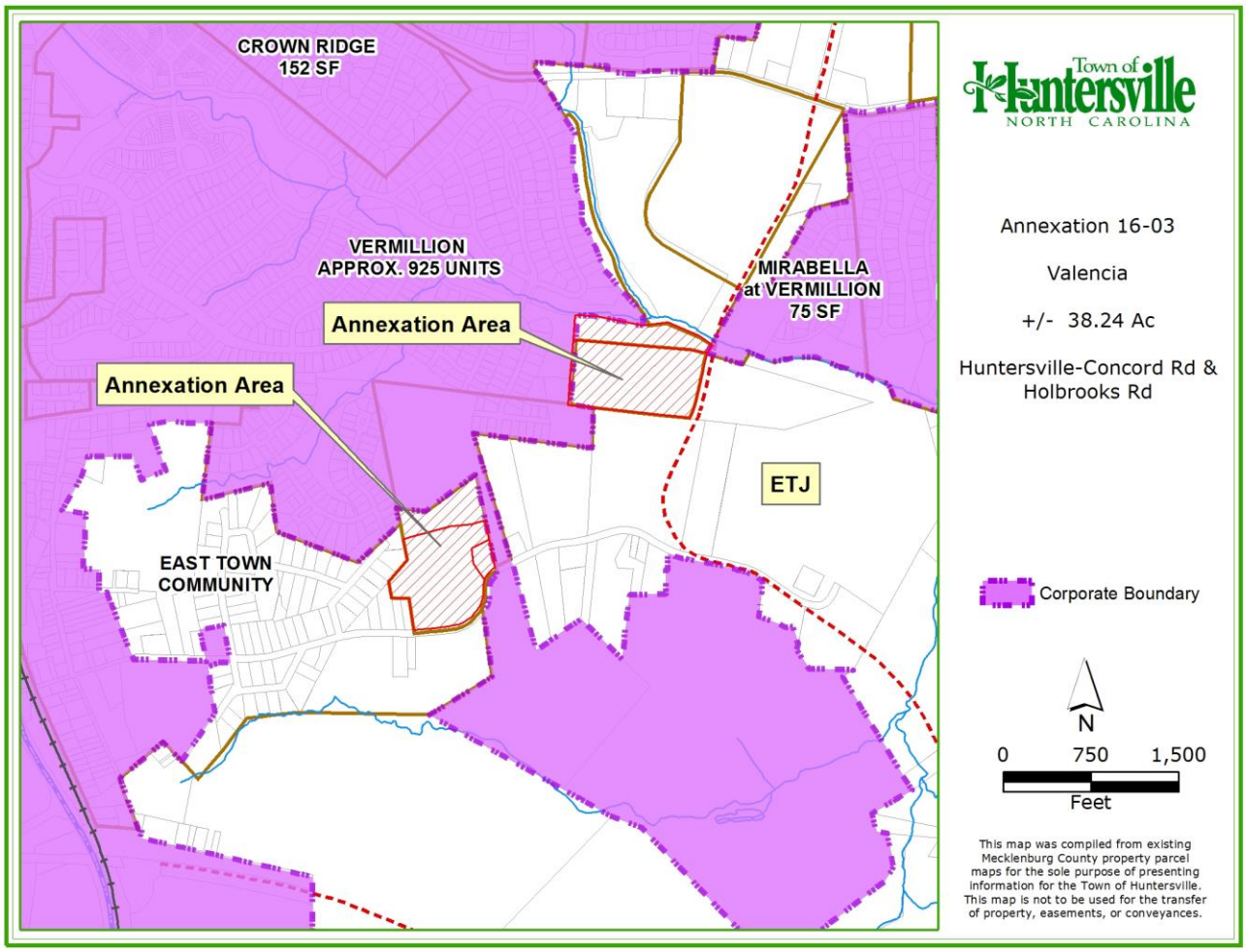
Contiguous Annexation Petition # 16-03

Valencia

EXPLANATION OF THE REQUEST

Petition Annex #16-03 for contiguous annexation into the Town of Huntersville of 38.24 acres consisting of five parcels (PIN# 019-203-15; 019-271-01B; 019-203-14; 019-371-05; 019-391-05) (see Exhibit 1).

LOCATION



BACKGROUND

The property owners (C&D Management Company, LLC; Southside Neighborhood, LLC; and Bowman Development Group, INC.) have filed a petition to consider voluntary contiguous annexation (see Exhibit 1) pursuant to North Carolina General Statutes Section 160A-31.

All statutory requirements for annexation have been met:

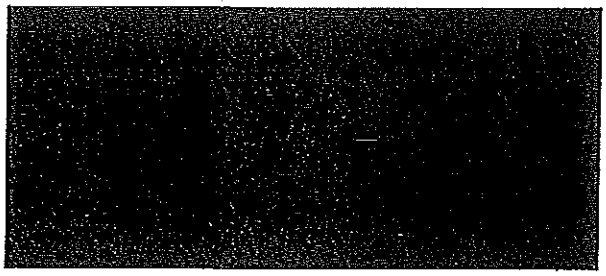
- A petition requesting annexation was received on August 24, 2016 (see Exhibit 1).
- The Town Clerk certified the sufficiency of the petition on December 15, 2016 (see Exhibit 2).
- On February 6, 2017, the Board of Commissioners set the date for the public hearing to be held on March 6, 2017.
- Notice of the public hearing was placed in a newspaper of general circulation. The notice appeared in the Charlotte Observer on February 18, 2017 (see Exhibit 3).

STAFF RECOMMENDATION

Since all statutory requirements have been met in full, staff recommends that the Board of Commissioners approve the petition with Mayor's signature on the associated ordinance. If the final action of this annexation takes place on March 6, 2017, the voluntary contiguous annexation would also become effective on March 6, 2017.

ATTACHMENTS

Exhibit 1 - Contiguous Annexation Petition
Exhibit 2 - Certificate of Sufficiency
Exhibit 3 - Public Hearing Ad
Exhibit 4 – Signed Site Plat Map
Exhibit 5 - Contiguous Annexation Ordinance



PETITION REQUESTING ANNEXATION

To the Board of Commissioners of the Town of Huntersville:

1. We, the undersigned owners of all or a part of the real property described on the metes and bounds description attached hereto, request that the described area be annexed to the Town of Huntersville.

2. The area to be annexed is (contiguous) (non-contiguous) [circle one] to the primary corporate limits of the Town of Huntersville. The petitioner attaches hereto and submits as part of the petition:

   (a) a metes and bounds description of the parcel(s) identified in paragraph 1, and

   (b) a plat, suitable for recordation in the office of the Mecklenburg County Register of Deeds, showing the area proposed for annexation with relation to the primary corporate limits of the Town of Huntersville.

3. The petitioner (does) (does not) [circle one] claim vested rights in the property pursuant to N.C.G.S. 153A-344.1 or 160A-385.1. The basis of this claim of vested rights is as follows:

   VALENCIA SKETCH PLAN APPROVAL 10-7-2013

4. This petition may be one of multiple petitions of all owners within the described area and, if so, shall be considered as a single petition. If petitioner is the owner of a portion of described area, a brief description of that portion (for example, lot number on a recorded plat or tax parcel number), as of the date of this petition, is as follows:

   PIN #01920315

C+D Management Company LLC
Property Owner(s)

19141 W Catawba Ave. Cornelius, NC 28031
Address of Property Owner(s)

704-533-5781
Telephone Number

griffclt@me.com
E-mail address

Signature of Property Owner

July 8, 2016
Date

[redacted]

PETITION REQUESTING ANNEXATION

To the Board of Commissioners of the Town of Huntersville:

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   VALENCIA SKETCH PLAN APPROVAL 10-7-2013

4. This petition may be one of multiple petitions of all owners within the described area and, if so, shall be considered as a single petition. If petitioner is the owner of a portion of described area, a brief description of that portion (for example, lot number on a recorded plat or tax parcel number), as of the date of this petition, is as follows:

   PIN - 01927101B + 01920314

Southside Neighborhood LLC
Property Owner(s)

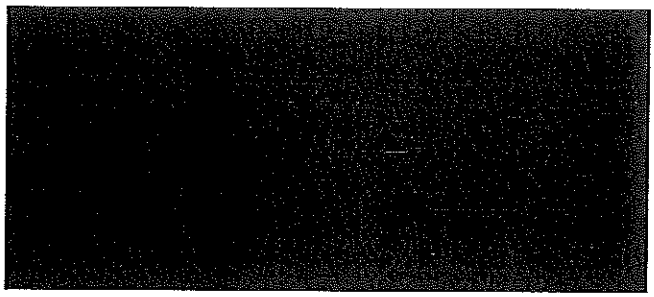
13815 Cinnabar Pl. Huntersville, NC 28078
Address of Property Owner(s)

704-875-9704 ext. 101
Telephone Number

maribethbowman@gmail.com
E-mail address

Signature of Property Owner

7/6/16
Date



PETITION REQUESTING ANNEXATION

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1. We, the undersigned owners of all or a part of the real property described on the metes and bounds description attached hereto, request that the described area be annexed to the Town of Huntersville.

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   (a) a metes and bounds description of the parcel(s) identified in paragraph 1, and

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3. The petitioner (does) (does not) [circle one] claim vested rights in the property pursuant to N.C.G.S. 153A-344.1 or 160A-385.1. The basis of this claim of vested rights is as follows:

   VALENCIA SKETCH PLAN APPROVAL 10-7-2013

4. This petition may be one of multiple petitions of all owners within the described area and, if so, shall be considered as a single petition. If petitioner is the owner of a portion of described area, a brief description of that portion (for example, lot number on a recorded plat or tax parcel number), as of the date of this petition, is as follows:

   PIN. 0937105, 0939105.

Bowman Development Group Inc.
Property Owner(s)

13815 Cinnabar Pl. Huntersville, NC 28078
Address of Property Owner(s)

704-875-9704 ext. 101
Telephone Number

maribethbowman@gmail.com
E-mail address

Signature of Property Owner

7/6/16
Date

Town of Huntersville
NORTH CAROLINA

CERTIFICATE OF SUFFICIENCY

To: The Board of Commissioners of the Town of Huntersville, North Carolina

I, Janet Pierson, Town Clerk, do hereby certify that I have investigated the Petitions of Valencia at Vermillion for contiguous annexation of certain property, and have found as a fact that said Petitions are signed by all the owners of real property lying in the area described therein in accordance with North Carolina General Statutes §160A-31, *et seq*. The undersigned therefore certifies that the Petition is sufficient for the voluntary annexation of a contiguous area pursuant to NCGS §160A-31.

IN WITNESS WHEREOF, I have hereto set my hand and affixed the seal of the Town of Huntersville this 15th day of December, 2016.

Janet Pierson

Janet Pierson, Town Clerk

Post Office Box 664 • 101 Huntersville-Concord Road • Huntersville, NC 28070
phone 704.875.6541 • fax 704.948.6020 • www.huntersville.org

The Charlotte Observer
charlotteobserver.com
LakeNorman MAGAZINE | SOUTHPARK MAGAZINE | Carolina Bride | CLT Digital

Order Confirmation

Customer
TOWN OF HUNTERSVILLE

Customer Account
142481

Customer Address
POST OFFICE BOX 664
HUNTERSVILLE NC 28070 USA

Customer Phone
704-875-7000

Customer Fax

Sales Rep
tfunderburke@charlotteobserver

Payor Customer
TOWN OF HUNTERSVILLE

Payor Account
142481

Payor Address
POST OFFICE BOX 664
HUNTERSVILLE NC 28070 USA

Payor Phone
704-875-7000

Customer EMail

Order Taker
tfunderburke@charlotteobserver

PO Number	Payment Method	Blind Box	Tear Sheets	Proofs	Affidavits
	Check		0	0	1

Net Amount	Tax Amount	Total Amount	Payment Amount	Amount Due
$169.15	$0.00	$169.15	$0.00	$169.15

Ad Order Number
0002923156

Order Source

Ordered By

Special Pricing

Invoice Text
Public Hearing- Annexation

Promo Type

Package Buy

Materials

Ad Order Information

Ad Number	Ad Type	Production Method	Production Notes
0002923156-01	CLT-Legals	AdBooker	

External Ad Number	Ad Attributes	Ad Released	Pick Up
		No	

Ad Size	Color
1 X 198 li	

Product	Placement	Times Run	Schedule Cost
CLT- Charlotte Observer	0300 - Legals Classified	1	$169.15

Run Schedule Invoice Text	Position
NOTICE OF PUBLIC HEARING ON REQUEST FC	0301 - Legals & Public Notices

Run Dates
02/18/2017

NOTICE OF PUBLIC HEARING

ON REQUEST FOR ANNEXATION

Take notice that the Board of Commissioners of the Town of Huntersville has called a public hearing at 6:30 p.m. on the March 6, 2017, at the Town Hall, on the question of annexing the following described territory, requested by petition filed pursuant to NCGS 160A-31, as amended, to annex to the Town of Huntersville certain contiguous property. The property subject to the Petition consists of approximately 38.24 acres, known as Valencia and described as follows:

Tract 1

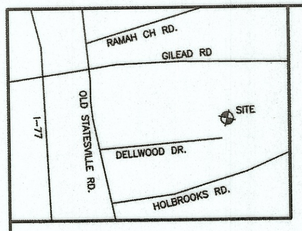
COMMENCING AT NORTH CAROLINA MONUMENT "MAIN" HAVING NORTH CAROLINA NAD 83 GRID COORDINATES OF N=609,231.508' E=1,451,569.229'; THENCE A COURSE OF S12° 06' 38"E 1685.92 FEET (GROUND DISTANCE) TO NORTH CAROLINA GRID MONUMENT "FIRST" HAVING NORTH CAROLINA NAD 83 COORDINATES OF N=607,583.112' E=1,451,922.936'; THENCE A COURSE OF S74° 48' 36"E 3730.50 FEET (GROUND DISTANCE) TO A EXISTING STONE THE COMMON CORNER OF SOUTHSIDE NEIGHBORHOOD LLC RECORDED IN MECKLENBURG COUNTY REGISTER OF DEEDS IN DEED BOOK 29657 PAGE 787 AND BEING THE POINT OF BEGINNING; THENCE WITH THE LINE'S OF SOUTHSIDE NEIGHBORHOOD LLC THE COURSES AND DISTANCES AS FOLLOWS: 1. S83° 33' 32"E 255.25 FEET TO A EXISTING STONE; 2. N53° 25' 02"E 528.49 FEET TO A EXISTING PINCH TOP; 3. S12° 05' 15"E 401.76 FEET TO A EXISTING #4 REBAR; 4. S12° 05' 15"E 162.32 FEET TO A EXISTING REBAR WITH CAP; 5. S12° 05' 15"E 248.50 FEET TO A EXISTING #4 REBAR; 6. S12° 05' 15"E 31.05 FEET TO A POINT IN THE CENTER LINE OF HOLBROOKS ROAD; THENCE WITH THE CENTER LINE OF HOLBROOKS ROAD THE FOLLOWING COURSES AND DISTANCES AS FOLLOWS: 1. S50° 23' 57"W 29.44 FEET TO A POINT; 2. S42° 08' 09"W 27.18 FEET TO A POINT; 3. S30° 04' 47"W 39.06 FEET TO A POINT; 4. S16° 26' 54"W 12.30 FEET TO A POINT; 5. S09° 30' 38"W 18.57 FEET TO A POINT; 6. S03° 12' 36"W 26.98 FEET TO A POINT; 7. S00° 07' 21"W 60.22 FEET TO A POINT; 8. S04° 06' 06"W 45.24 FEET TO A POINT; 9. S12° 41' 39"W 23.90 FEET TO A POINT; 10. S21° 06' 46"W 28.83 FEET TO A POINT; 11. S27° 17' 31"W 28.80 FEET TO A POINT; 12. S33° 01' 42"W 36.67 FEET TO A POINT; 13. S37° 54' 16"W 41.78 FEET TO A POINT; 14. S42° 47' 20"W 42.62 FEET TO A POINT; 15. S48° 31' 39"W 35.35 FEET TO A POINT; 16. S55° 15' 47"W 38.83 FEET TO A POINT; 17. S62° 31' 32"W 33.45 FEET TO A POINT; 18. S69° 55' 14"W 28.89 FEET TO A POINT; 19. S76° 30' 19"W 35.39 FEET TO A POINT; 20. S80° 52' 11"W 45.24 FEET TO A POINT; 21. S82° 58' 24"W 59.95 FEET TO A POINT; 22. S83° 50' 26"W 117.60 FEET TO A POINT; 23. S84° 19' 03"W 76.56 FEET TO A POINT; 24. S85° 32' 48"W 37.25 FEET TO A POINT; 25. S86° 50' 40"W 22.65 FEET TO A POINT; THENCE LEAVING THE CENTER LINE OF HOLBROOK ROAD AND FOLLOWING THE COMMON LINE OF DENNIS AND KATHLEEN HAMPTON RECORDED IN MECKLENBURG COUNTY REGISTER OF DEEDS IN DEED BOOK 25533 PAGE 357, THE FOLLOWING COURSES AND DISTANCES AS FOLLOWS: 1. N10° 11' 30"W 32.20 FEET TO A EXISTING IRON PIN; 2. N10° 11' 30"W 275.48 FEET TO A EXISTING REBAR WITH CAP; 3. S87° 34' 30"W 60.00 FEET TO A EXISTING REBAR WITH CAP; 4. S89° 30' 38"W 15.20 FEET TO A EXISTING IRON PIN; THENCE WITH THE COMMON LINE OF RUTH SMITH RECORDED IN MECKLENBURG COUNTY REGISTER OF DEEDS IN DEED BOOK 29463 PAGE 430 S88° 55' 54"W 74.58 FEET TO A EXISTING IRON PIN THE COMMON CORNER OF DEMETRIUS HAMPTON RECORDED IN MECKLENBURG COUNTY REGISTER OF DEEDS IN DEED BOOK 29092 PAGE 75; THENCE CONTINUING WITH THE COMMON LINE OF HAMPTON N10° 13' 01"W 141.81 FEET TO A EXISTING IRON PIN; THENCE WITH THE FOLLOWING SUBDIVISION LOT'S 23-21 RECORDED IN MECKLENBURG COUNTY REGISTER OF DEEDS IN MAP BOOK 8 PAGE 339 THE FOLLOWING COURSES AND DISTANCES AS FOLLOWS: 1. N41° 42' 23"E 246.47 FEET TO A EXISTING IRON PIN; 2. N10° 56' 13"W 105.90 FEET TO A EXISTING IRON PIN; 3. N10° 56' 13"W 76.38 FEET TO A EXISTING #4 REBAR; 4. N10° 56' 17"W 133.78 FEET TO A EXISTING IRON ROD; THE COMMON CORNER OF SOUTHSIDE NEIGHBORHOOD LLC RECORDED IN MECKLENBURG COUNTY REGISTER OF DEEDS IN DEED BOOK 28893 PAGE 128: THENCE WITH THE COMMON LINE OF SOUTHSIDE NEIGHBORHOOD N13° 07' 02"W 140.84 FEET TO A EXISTING REBAR WITH CAP TO THE POINT OF BEGINNING CONTAINING 18.66 ACRES.

Tract 2

COMMENCING AT NORTH CAROLINA MONUMENT "MAIN" HAVING NORTH CAROLINA NAD 83 GRID COORDINATES OF N=609,231.508' E=1,451,569.229';

THENCE A COURSE OF S12° 06' 38"E 1685.92 FEET (GROUND DISTANCE) TO NORTH CAROLINA GRID MONUMENT "FIRST" HAVING NORTH CAROLINA NAD 83 COORDINATES OF N=607,583.112' E=1,451,922.936'; THENCE A COURSE OF S88° 55' 08"E 5071.99 FEET (GROUND DISTANCE) TO A EXISTING AXLE THE COMMON CORNER OF SOUTHSIDE NEIGHBORHOOD LLC RECORDED IN MECKLENBURG COUNTY REGISTER OF DEEDS IN DEED BOOK 29109 PAGE 546 AND BEING THE POINT OF BEGINNING; THENCE WITH THE LINE'S OF SOUTHSIDE NEIGHBORHOOD LLC N04° 24' 58"E 560.90 FEET TO A EXISTING IRON PIPE; THENCE WITH ANOTHER PROPERTY OF SOUTHSIDE NEIGHBORHOOD LLC RECORDED IN MECKLENBURG COUNTY REGISTER OF DEEDS IN DEED BOOK 28893 PAGE 128 N04° 30' 24"E 211.78 FEET TO A EXISTING #5 REBAR; THENCE WITH THE COMMON LINE OF MECKLENBURG COUNTY RECORDED IN MECKLENBURG COUNTY REGISTER OF DEEDS IN DEED BOOK 27002 PAGE 556 THE FOLLOWING COURSES AND DISTANCES AS FOLLOWS: 1. S87° 09' 47"E 166.47 FEET TO A #4 REBAR; 2. S78° 10' 09"E 407.80 FEET TO A #4 REBAR THENCE WITH THE PROPERTY OF WILLIAM AND SHELA CATO RECORDED IN MECKLENBURG COUNTY REGISTER OF DEEDS IN DEED BOOK 24061 PAGE 909 N82° 52' 01"E 234.20 FEET TO A EXISTING REBAR; THENCE WITH THE WILLIAM CATO LINE THE FOLLOWING TWO COURSES AND DISTANCES AS FOLLOWS: 1. S66° 32' 49"W 288.71 FEET TO A EXISTING REBAR; 2. S54° 52' 39"W 132.50 FEET TO A EXISTING REBAR; THENCE WITH SOUTHSIDE NEIGHBORHOOD LLC TO A COMMON CORNER WITH MECKLENBURG COUNTY RECORDED IN MECKLENBURG COUNTY REGISTER OF DEEDS IN DEED BOOK 6460 PAGE 243 S29° 36' 15"W 101.46 FEET TO A EXISTING REBAR; THENCE FOLLOWING THE COMMON LINE OF MECKLENBURG COUNTY THE COURSES AND DISTANCES AS FOLLOWS: 1. S11° 51' 56"W 357.42 FEET TO A EXISTING REBAR; 2. A CIRCULAR CURVE TO THE RIGHT HAVING A RADIUS OF 940.00 FEET AND A CHORD BEARING S18° 22' 11"W CHORD DISTANCE 205.61 FEET TO A EXISTING REBAR; THENCE WITH THE COMMON LINE OF SHERRILL'S GROUP LLC RECORDED IN MECKLENBURG COUNTY REGISTER OF DEEDS IN DEED BOOK 18639 PAGE 245 N83° 44' 50"W 1048.73 FEET TO THE POINT OF BEGINNING CONTAINING 19.58 ACRES.

LP2923156



VICINITY MAP (N.T.S.)

NOTES:
1. TRAVERSE ADJUSTED BY COMPASS RULE.
2. AREAS DETERMINED BY COORDINATE COMPUTATIONS.
3. ALL DISTANCE ARE HORIZONTAL GROUND DISTANCE.
4. THIS PROPERTY MAY BE SUBJECT TO EASEMENTS AND/OR RIGHT-OF-WAY EITHER RECORDED OR IMPLIED.
5. NO NC GRID MONUMENTS FOUND WITHIN 2000'.

REFERENCES:
1. DEEDS AND TAX MAPS SHOWN HEREON.
2. DB:24362 PG:44
3. BOUNDARY MAP OF VALENCIA BY POST, BUCKLEY, SCHUH & JERIGAN, INC. DATED 11/29/2006.
4. PLAT TITLED VALENCIA TRACT EXHIBIT BY YARBROUGH-WILLIAMS & HOULE, INC. DATED 07/25/2011.

GRAPHIC SCALE

200 0 100 200 400 800

(IN FEET)
1 inch = 200 ft.

THIS PLAT REPRESENTS ONE AREA ANNEXED TO THE TOWN OF HUNTERSVILLE, NORTH CAROLINA PURSUANT TO NCGS160A-31, BY ORDINANCE DULY ADOPTED (ANNEXATION ORDINANCE, ANNEX 16-03) AND IS NOT SUBJECT TO REVIEW OR APPROVAL BY THE CHARLOTTE-MECKLENBURG PLANNING COMMISSION.

THIS_____ DAY OF _____20__

JOHN ANSRALLA, MAYOR
TOWN OF HUNTERSVILLE

ATTEST: JANET PIERSON
TOWN CLERK

THIS IS TO CERTIFY THAT THE UNDERSIGNED IS AN OWNER OF THE DESCRIBED PROPERTY BEING ANNEXED.

C&D MANAGMENT COMPANT LLC
PARCEL ID# 01920315
DB:25629 PG:675
ZONED: NR

OWNER(S) DATE 12/20/16

THIS IS TO CERTIFY THAT THE UNDERSIGNED IS AN OWNER OF THE DESCRIBED PROPERTY BEING ANNEXED.

SOUTHSIDE NEIGHBORHOOD LLC
PARCEL ID# 01920314
DB:27901 PG:774

SOUTHSIDE NEIGHBORHOOD LLC
PARCEL ID# 01927101B
DB:30795 PG:733
MB:59 PG:266

OWNER(S) DATE 12/20/16

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THIS_____ DAY OF _____20__

JOHN ANSRALLA, MAYOR
TOWN OF HUNTERSVILLE

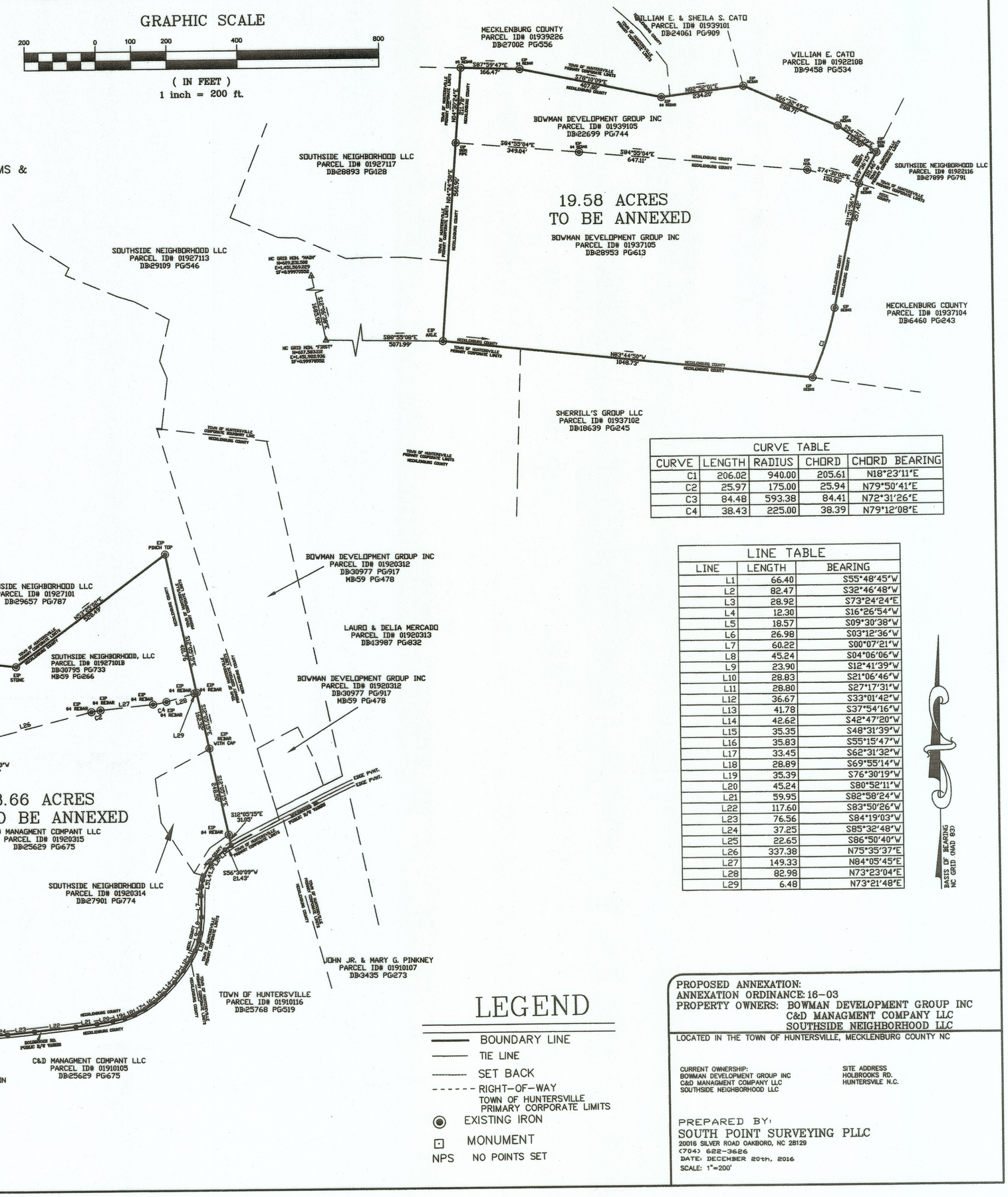
ATTEST: JANET PIERSON
TOWN CLERK

THIS IS TO CERTIFY THAT THE UNDERSIGNED IS AN OWNER OF THE DESCRIBED PROPERTY BEING ANNEXED.

BOWMAN DEVELOPMENT GROUP INC
PARCEL ID# 01937105
DB:28953 PG:613

BOWMAN DEVELOPMENT GROUP INC
PARCEL ID# 01939105
DB:22699 PG:744

OWNER(S) DATE 12/20/16



CURVE TABLE				
CURVE	LENGTH	RADIUS	CHORD	CHORD BEARING
C1	206.02	940.00	205.61	N18°23'11"E
C2	25.97	175.00	25.94	N79°50'41"E
C3	84.48	593.38	84.41	N72°31'26"E
C4	38.43	225.00	38.39	N79°12'08"E

LINE TABLE		
LINE	LENGTH	BEARING
L1	66.40	S55°48'45"W
L2	82.47	S32°46'48"W
L3	28.92	S73°24'24"E
L4	12.30	S16°26'54"W
L5	18.57	S09°30'38"W
L6	26.98	S03°12'36"W
L7	60.22	S00°07'21"W
L8	45.24	S04°06'06"W
L9	23.90	S12°41'39"W
L10	28.83	S21°06'46"W
L11	28.80	S27°17'31"W
L12	36.67	S33°01'42"W
L13	41.78	S37°54'16"W
L14	42.62	S42°47'20"W
L15	35.35	S48°31'39"W
L16	35.83	S55°15'47"W
L17	33.45	S62°31'32"W
L18	28.89	S69°55'14"W
L19	35.39	S76°30'19"W
L20	45.24	S80°52'11"W
L21	59.95	S82°58'24"W
L22	117.60	S83°50'26"W
L23	76.56	S84°19'03"W
L24	37.25	S85°32'48"W
L25	22.65	S86°50'40"W
L26	337.38	N75°35'37"E
L27	149.33	N84°05'45"E
L28	82.98	N73°23'04"E
L29	6.48	N73°21'48"E

BASIS OF BEARING NC GRID NAD 83

NORTH CAROLINA PROFESSIONAL SEAL L-3488 LAND SURVEYOR DOUGLAS S. PRESSLEY JR.
12-20-2016

I, DOUGLAS S. PRESSLEY JR. CERTIFY THAT THIS PLAT WAS PREPARED FROM AN ACTUAL SURVEY DONE BY ME ON DECEMBER 20th 2016 FROM INFORMATION FOUND IN DEEDS AS REFERENCED ON THIS PLAT AND IS IN ALL RESPECTS CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF. THE RATIO OF PRECISION IS 1:10,000'+ THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED. WITNESS MY ORIGINAL SIGNATURE AND OFFICIAL STAMP OR SEAL THIS THE 20TH DAY OF DECEMBER 2016.

SURVEYOR DATE
PLS-3488

LEGEND

- BOUNDARY LINE
- TIE LINE
- SET BACK
- RIGHT-OF-WAY
- TOWN OF HUNTERSVILLE PRIMARY CORPORATE LIMITS
- EXISTING IRON
- MONUMENT
- NPS NO POINTS SET

PROPOSED ANNEXATION:
ANNEXATION ORDINANCE: 16-03
PROPERTY OWNERS: BOWMAN DEVELOPMENT GROUP INC
C&D MANAGMENT COMPANY LLC
SOUTHSIDE NEIGHBORHOOD LLC

LOCATED IN THE TOWN OF HUNTERSVILLE, MECKLENBURG COUNTY NC

CURRENT OWNERSHIP:
BOWMAN DEVELOPMENT GROUP INC
C&D MANAGMENT COMPANY LLC
SOUTHSIDE NEIGHBORHOOD LLC

SITE ADDRESS
HOLBROOKS RD.
HUNTERSVILE N.C.

PREPARED BY:
SOUTH POINT SURVEYING PLLC
20016 SILVER ROAD OAKBORO, NC 28129
(704) 622-3626
DATE: DECEMBER 20th, 2016
SCALE: 1"=200'

AN ORDINANCE TO ANNEX CERTAIN CONTIGUOUS AREAS
TO THE TOWN OF HUNTERSVILLE, NORTH CAROLINA

ANNEXATION ORDINANCE 2016-03
(Valencia Subdivision)

WHEREAS, the Board of Commissioners has been petitioned under G.S. 160A-31, as amended, to annex the area described herein; and

WHEREAS, the Board of Commissioners has by resolution directed the Town Clerk to investigate the sufficiency of said petition; and

WHEREAS, the Town Clerk has certified the sufficiency of said petition and a public hearing on the question of this annexation was held at Huntersville Town Hall at 6:30 p.m. on the 6th day of March 2017, after due notice by publication in The Charlotte Observer in the February 18, 2017 issue; and

WHEREAS, the Board of Commissioners does hereby find as a fact that said petition meets the requirements of G.S. 160A-31, as amended, namely (i) the area described herein meets all of the standards set out in G.S. 160A-31; (ii) the petition bears the signatures of all of the owners of real property within the area proposed for annexation; (iii) the petition is otherwise valid; (iv) the public health, safety, and welfare of the inhabitants of the city and of the area proposed for annexation will be best served by the annexation;

NOW, THEREFORE, BE IT ORDAINED by the Board of Commissioners of the Town of Huntersville, North Carolina;

Section 1. By virtue of the authority granted by G.S. 160A-31, as amended, the following described territory is hereby annexed and made part of the Town of Huntersville as of the 6th day of March, 2017:

See Exhibit A attached hereto for a metes and bounds description of the subject tract

Section 2. Upon the effective date, the above described territory and its citizens and property shall be subject to all debts, laws, ordinances and regulations in force in the Town of Huntersville and shall be entitled to the same privileges and benefits as other parts of the Town of Huntersville. Said territory shall be subject to municipal taxes according to G.S. 160A-31(e).

Section 3. The Mayor of the Town of Huntersville shall cause to be recorded in the office of the Register of Deeds of Mecklenburg County, and in the office of the Secretary of State at Raleigh, North Carolina, an accurate map of the annexed territory, described in Section 1 hereof, together with a duly certified copy of this ordinance. Such a map shall also be delivered to the County Board of Elections, as required by G.S. 163-288.1.

Adopted this 6th of March 2017.

Mayor: _____

ATTEST:

_____

Town Clerk

APPROVED AS TO FORM:

_____

Town Attorney

Exhibit A:

Tract 1

COMMENCING AT NORTH CAROLINA MONUMENT "MAIN" HAVING NORTH CAROLINA NAD 83 GRID COORDINATES OF N=609,231.508' E=1,451,569.229'; THENCE A COURSE OF S12° 06' 38"E 1685.92 FEET (GROUND DISTANCE) TO NORTH CAROLINA GRID MONUMENT "FIRST" HAVING NORTH CAROLINA NAD 83 COORDINATES OF N=607,583.112' E=1,451,922.936'; THENCE A COURSE OF S74° 48' 36"E 3730.50 FEET (GROUND DISTANCE) TO A EXISTING STONE THE COMMON CORNER OF SOUTHSIDE NEIGHBORHOOD LLC RECORDED IN MECKLENBURG COUNTY REGISTER OF DEEDS IN DEED BOOK 29657 PAGE 787 AND BEING THE POINT OF BEGINNING; THENCE WITH THE LINE'S OF SOUTHSIDE NEIGHBORHOOD LLC THE COURSES AND DISTANCES AS FOLLOWS:

1. S83° 33' 32"E 255.25 FEET TO A EXISTING STONE;
2. N53° 25' 02"E 528.49 FEET TO A EXISTING PINCH TOP;
3. S12° 05' 15"E 401.76 FEET TO A EXISTING #4 REBAR;
4. S12° 05' 15"E 162.32 FEET TO A EXISTING REBAR WITH CAP;
5. S12° 05' 15"E 248.50 FEET TO A EXISTING #4 REBAR;
6. S12° 05' 15"E 31.05 FEET TO A POINT IN THE CENTER LINE OF HOLBROOKS ROAD;

THENCE WITH THE CENTER LINE OF HOLBROOKS ROAD THE FOLLOWING COURSES AND DISTANCES AS FOLLOWS:

1. S50° 23' 57"W 29.44 FEET TO A POINT;
2. S42° 08' 09"W 27.18 FEET TO A POINT;
3. S30° 04' 47"W 39.06 FEET TO A POINT;
4. S16° 26' 54"W 12.30 FEET TO A POINT;
5. S09° 30' 38"W 18.57 FEET TO A POINT;
6. S03° 12' 36"W 26.98 FEET TO A POINT;
7. S00° 07' 21"W 60.22 FEET TO A POINT;
8. S04° 06' 06"W 45.24 FEET TO A POINT;
9. S12° 41' 39"W 23.90 FEET TO A POINT;
10. S21° 06' 46"W 28.83 FEET TO A POINT;
11. S27° 17' 31"W 28.80 FEET TO A POINT;
12. S33° 01' 42"W 36.67 FEET TO A POINT;
13. S37° 54' 16"W 41.78 FEET TO A POINT;
14. S42° 47' 20"W 42.62 FEET TO A POINT;
15. S48° 31' 39"W 35.35 FEET TO A POINT;
16. S55° 15' 47"W 38.83 FEET TO A POINT;
17. S62° 31' 32"W 33.45 FEET TO A POINT;
18. S69° 55' 14"W 28.89 FEET TO A POINT;

19. S76° 30' 19"W 35.39 FEET TO A POINT;
20. S80° 52' 11"W 45.24 FEET TO A POINT;
21. S82° 58' 24"W 59.95 FEET TO A POINT;
22. S83° 50' 26"W 117.60 FEET TO A POINT;
23. S84° 19' 03"W 76.56 FEET TO A POINT;
24. S85° 32' 48"W 37.25 FEET TO A POINT;
25. S86° 50' 40"W 22.65 FEET TO A POINT;
THENCE LEAVING THE CENTER LINE OF HOLBROOK ROAD AND FOLLOWING THE COMMON LINE OF DENNIS
AND KATHLEEN HAMPTON RECORDED IN MECKLENBURG COUNTY REGISTER OF DEEDS IN DEED BOOK 25533 PAGE 357
THE FOLLOWING COURSES AND DISTANCES AS FOLLOWS:
1. N10° 11' 30"W 32.20 FEET TO A EXISTING IRON PIN;
2. N10° 11' 30"W 275.48 FEET TO A EXISTING REBAR WITH CAP;
3. S87° 34' 30"W 60.00 FEET TO A EXISTING REBAR WITH CAP;
4. S89° 30' 38"W 15.20 FEET TO A EXISTING IRON PIN;
THENCE WITH THE COMMON LINE OF RUTH SMITH RECORDED IN MECKLENBURG COUNTY REGISTER OF DEEDS IN DEED BOOK 29463 PAGE 430 S88° 55' 54"W 74.58 FEET TO A EXISTING IRON PIN THE COMMON CORNER OF DEMETRIUS HAMPTON
RECORDED IN MECKLENBURG COUNTY REGISTER OF DEEDS IN DEED BOOK 29092 PAGE 75;
THENCE CONTINUING WITH THE COMMON LINE OF HAMPTON N10° 13' 01"W 141.81 FEET TO A EXISTING IRON PIN;
THENCE WITH THE FOLLOWING SUBDIVISION LOT'S 23-21 RECORDED IN MECKLENBURG COUNTY REGISTER OF DEEDS IN MAP BOOK 8 PAGE 339 THE FOLLOWING COURSES AND DISTANCES AS FOLLOWS:
1. N41° 42' 23"E 246.47 FEET TO A EXISTING IRON PIN;
2. N10° 56' 13"W 105.90 FEET TO A EXISTING IRON PIN;
3. N10° 56' 13"W 76.38 FEET TO A EXISTING #4 REBAR;
4. N10° 56' 17"W 133.78 FEET TO A EXISTING IRON ROD;
THE COMMON CORNER OF SOUTHSIDE NEIGHBORHOOD LLC RECORDED IN MECKLENBURG COUNTY REGISTER OF DEEDS IN DEED BOOK 28893 PAGE 128:
THENCE WITH THE COMMON LINE OF SOUTHSIDE NEIGHBORHOOD N13° 07' 02"W 140.84 FEET TO A EXISTING REBAR WITH CAP TO THE POINT OF BEGINNING CONTAINING 18.66 ACRES.

Tract 2

COMMENCING AT NORTH CAROLINA MONUMENT "MAIN" HAVING NORTH CAROLINA NAD 83 GRID COORDINATES OF N=609,231.508' E=1,451,569.229';
THENCE A COURSE OF S12° 06' 38"E 1685.92 FEET (GROUND DISTANCE) TO

NORTH CAROLINA GRID MONUMENT "FIRST" HAVING NORTH CAROLINA NAD 83 COORDINATES OF N=607,583.112' E=1,451,922.936'; THENCE A COURSE OF S88° 55' 08"E 5071.99 FEET (GROUND DISTANCE) TO A EXISTING AXLE THE COMMON CORNER OF SOUTHSIDE NEIGHBORHOOD LLC RECORDED IN MECKLENBURG COUNTY REGISTER OF DEEDS IN DEED BOOK 29109 PAGE 546 AND BEING THE POINT OF BEGINNING; THENCE WITH THE LINE'S OF SOUTHSIDE NEIGHBORHOOD LLC N04° 24' 58"E 560.90 FEET TO A EXISTING IRON PIPE; THENCE WITH ANOTHER PROPERTY OF SOUTHSIDE NEIGHBORHOOD LLC RECORDED IN MECKLENBURG COUNTY REGISTER OF DEEDS IN DEED BOOK 28893 PAGE 128 N04° 30' 24"E 211.78 FEET TO A EXISTING #5 REBAR; THENCE WITH THE COMMON LINE OF MECKLENBURG COUNTY RECORDED IN MECKLENBURG COUNTY REGISTER OF DEEDS IN DEED BOOK 27002 PAGE 556 THE FOLLOWING COURSES AND DISTANCES AS FOLLOWS:

1. S87° 59' 47"E 166.47 FEET TO A #4 REBAR;
2. S78° 10' 09"E 407.80 FEET TO A #4 REBAR

THENCE WITH THE PROPERTY OF WILLIAM AND SHELA CATO RECORDED IN MECKLENBURG COUNTY REGISTER OF DEEDS IN DEED BOOK 24061 PAGE 909 N82° 52' 01"E 234.20 FEET TO A EXISTING REBAR; THENCE WITH THE WILLIAM CATO LINE THE FOLLOWING TWO COURSES AND DISTANCES AS FOLLOWS:

1. S66° 32' 49"W 288.71 FEET TO A EXISTING REBAR;
2. S54° 52' 39"W 132.50 FEET TO A EXISTING REBAR;

THENCE WITH SOUTHSIDE NEIGHBORHOOD LLC TO A COMMON CORNER WITH MECKLENBURG COUNTY RECORDED IN MECKLENBURG COUNTY REGISTER OF DEEDS IN DEED BOOK 6460 PAGE 243 S29° 36' 15"W 101.46 FEET TO A EXISTING REBAR; THENCE FOLLOWING THE COMMON LINE OF MECKLENBURG COUNTY THE COURSES AND DISTANCES AS FOLLOWS:

1. S11° 51' 56"W 357.42 FEET TO A EXISTING REBAR;
2. A CIRCULAR CURVE TO THE RIGHT HAVING A RADIUS OF 940.00 FEET AND A CHORD BEARING S18° 22' 11"W CHORD DISTANCE 205.61 FEET TO A EXISTING REBAR; THENCE WITH THE COMMON LINE OF SHERRILL'S GROUP LLC RECORDED IN MECKLENBURG COUNTY REGISTER OF DEEDS IN DEED BOOK 18639 PAGE 245 N83° 44' 50"W 1048.73 FEET TO TO THE POINT OF BEGINNING CONTAINING 19.58 ACRES.

Town of Huntersville
REQUEST FOR BOARD ACTION
3/6/2017

REVIEWED:

To: The Honorable Mayor and Board of Commissioners
From: Meredith Nesbitt, Planner I
Subject: ANNEX 16-03 Valencia

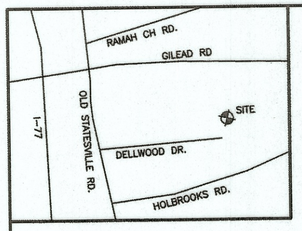
Request to take action on March 6, 2017 for **Annex 16-03 Valencia** to annex 38.24 acres (contiguous) into the Town of Huntersville.

ACTION RECOMMENDED:
Take Action on Annexation Request 16-03.

FINANCIAL IMPLICATIONS:
N/A

ATTACHMENTS:

	Description	Type
	Signed Site Plat Map	Exhibit



VICINITY MAP (N.T.S.)

NOTES:
1. TRAVERSE ADJUSTED BY COMPASS RULE.
2. AREAS DETERMINED BY COORDINATE COMPUTATIONS.
3. ALL DISTANCE ARE HORIZONTAL GROUND DISTANCE.
4. THIS PROPERTY MAY BE SUBJECT TO EASEMENTS AND/OR RIGHT-OF-WAY EITHER RECORDED OR IMPLIED.
5. NO NC GRID MONUMENTS FOUND WITHIN 2000'.

REFERENCES:
1. DEEDS AND TAX MAPS SHOWN HEREON.
2. DB:24362 PG:44
3. BOUNDARY MAP OF VALENCIA BY POST, BUCKLEY, SCHUH & JERIGAN, INC. DATED 11/29/2006.
4. PLAT TITLED VALENCIA TRACT EXHIBIT BY YARBROUGH-WILLIAMS & HOULE, INC. DATED 07/25/2011.

GRAPHIC SCALE

200 0 100 200 400 800

(IN FEET)
1 inch = 200 ft.

THIS PLAT REPRESENTS ONE AREA ANNEXED TO THE TOWN OF HUNTERSVILLE, NORTH CAROLINA PURSUANT TO NCGS160A-31, BY ORDINANCE DULY ADOPTED (ANNEXATION ORDINANCE, ANNEX 16-03) AND IS NOT SUBJECT TO REVIEW OR APPROVAL BY THE CHARLOTTE-MECKLENBURG PLANNING COMMISSION.

THIS_____ DAY OF _____20__

JOHN ANSRALLA, MAYOR
TOWN OF HUNTERSVILLE

ATTEST: JANET PIERSON
TOWN CLERK

THIS IS TO CERTIFY THAT THE UNDERSIGNED IS AN OWNER OF THE DESCRIBED PROPERTY BEING ANNEXED.

C&D MANAGMENT COMPANT LLC
PARCEL ID# 01920315
DB:25629 PG:675
ZONED: NR

OWNER(S) DATE 12/20/16

THIS IS TO CERTIFY THAT THE UNDERSIGNED IS AN OWNER OF THE DESCRIBED PROPERTY BEING ANNEXED.

SOUTHSIDE NEIGHBORHOOD LLC
PARCEL ID# 01920314
DB:27901 PG:774

SOUTHSIDE NEIGHBORHOOD LLC
PARCEL ID# 01927101B
DB:30795 PG:733
MB:59 PG:266

OWNER(S) DATE 12/20/16

THIS PLAT REPRESENTS ONE AREA ANNEXED TO THE TOWN OF HUNTERSVILLE, NORTH CAROLINA PURSUANT TO NCGS160A-31, BY ORDINANCE DULY ADOPTED (ANNEXATION ORDINANCE, ANNEX 16-03) AND IS NOT SUBJECT TO REVIEW OR APPROVAL BY THE CHARLOTTE-MECKLENBURG PLANNING COMMISSION.

THIS_____ DAY OF _____20__

JOHN ANSRALLA, MAYOR
TOWN OF HUNTERSVILLE

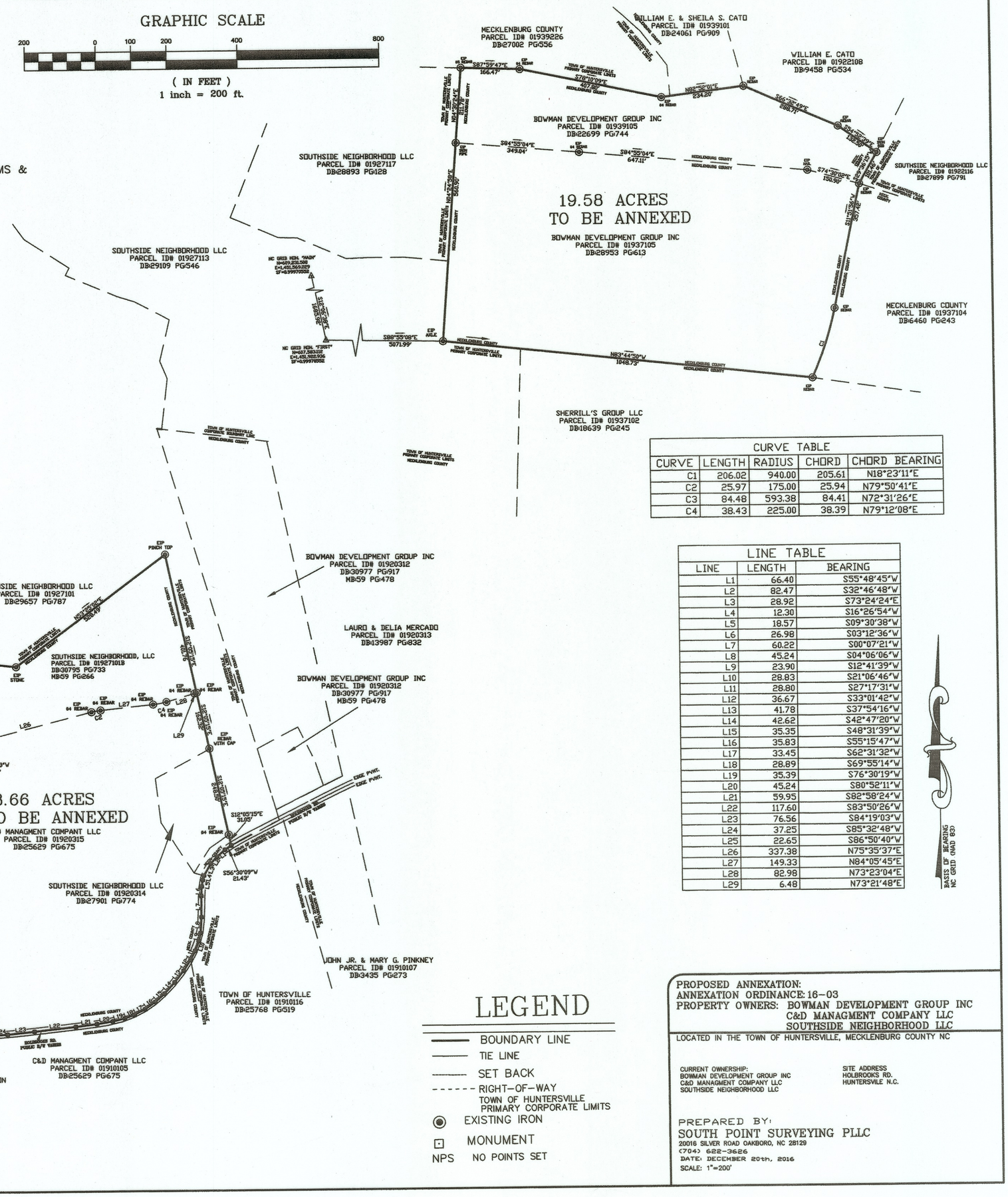
ATTEST: JANET PIERSON
TOWN CLERK

THIS IS TO CERTIFY THAT THE UNDERSIGNED IS AN OWNER OF THE DESCRIBED PROPERTY BEING ANNEXED.

BOWMAN DEVELOPMENT GROUP INC
PARCEL ID# 01937105
DB:28953 PG:613

BOWMAN DEVELOPMENT GROUP INC
PARCEL ID# 01939105
DB:22699 PG:744

OWNER(S) DATE 12/20/16



CURVE TABLE				
CURVE	LENGTH	RADIUS	CHORD	CHORD BEARING
C1	206.02	940.00	205.61	N18°23'11"E
C2	25.97	175.00	25.94	N79°50'41"E
C3	84.48	593.38	84.41	N72°31'26"E
C4	38.43	225.00	38.39	N79°12'08"E

LINE TABLE		
LINE	LENGTH	BEARING
L1	66.40	S55°48'45"W
L2	82.47	S32°46'48"W
L3	28.92	S73°24'24"E
L4	12.30	S16°26'54"W
L5	18.57	S09°30'38"W
L6	26.98	S03°12'36"W
L7	60.22	S00°07'21"W
L8	45.24	S04°06'06"W
L9	23.90	S12°41'39"W
L10	28.83	S21°06'46"W
L11	28.80	S27°17'31"W
L12	36.67	S33°01'42"W
L13	41.78	S37°54'16"W
L14	42.62	S42°47'20"W
L15	35.35	S48°31'39"W
L16	35.83	S55°15'47"W
L17	33.45	S62°31'32"W
L18	28.89	S69°55'14"W
L19	35.39	S76°30'19"W
L20	45.24	S80°52'11"W
L21	59.95	S82°58'24"W
L22	117.60	S83°50'26"W
L23	76.56	S84°19'03"W
L24	37.25	S85°32'48"W
L25	22.65	S86°50'40"W
L26	337.38	N75°35'37"E
L27	149.33	N84°05'45"E
L28	82.98	N73°23'04"E
L29	6.48	N73°21'48"E

BASIS OF BEARING NC GRID NAD 83

NORTH CAROLINA PROFESSIONAL SEAL L-3488 LAND SURVEYOR DOUGLAS S. PRESSLEY JR.
12-20-2016

I, DOUGLAS S. PRESSLEY JR. CERTIFY THAT THIS PLAT WAS PREPARED FROM AN ACTUAL SURVEY DONE BY ME ON DECEMBER 20th 2016 FROM INFORMATION FOUND IN DEEDS AS REFERENCED ON THIS PLAT AND IS IN ALL RESPECTS CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF. THE RATIO OF PRECISION IS 1:10,000'+ THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED. WITNESS MY ORIGINAL SIGNATURE AND OFFICIAL STAMP OR SEAL THIS THE 20TH DAY OF DECEMBER 2016.

SURVEYOR DATE
PLS-3488

LEGEND

- BOUNDARY LINE
- TIE LINE
- SET BACK
- RIGHT-OF-WAY
- TOWN OF HUNTERSVILLE PRIMARY CORPORATE LIMITS
- EXISTING IRON
- MONUMENT
- NPS NO POINTS SET

PROPOSED ANNEXATION:
ANNEXATION ORDINANCE: 16-03
PROPERTY OWNERS: BOWMAN DEVELOPMENT GROUP INC
C&D MANAGMENT COMPANY LLC
SOUTHSIDE NEIGHBORHOOD LLC

LOCATED IN THE TOWN OF HUNTERSVILLE, MECKLENBURG COUNTY NC

CURRENT OWNERSHIP:
BOWMAN DEVELOPMENT GROUP INC
C&D MANAGMENT COMPANY LLC
SOUTHSIDE NEIGHBORHOOD LLC

SITE ADDRESS
HOLBROOKS RD.
HUNTERSVILE N.C.

PREPARED BY:
SOUTH POINT SURVEYING PLLC
20016 SILVER ROAD OAKBORO, NC 28129
(704) 622-3626
DATE: DECEMBER 20th, 2016
SCALE: 1"=200'

Town of Huntersville
REQUEST FOR BOARD ACTION
3/6/2017

REVIEWED:

To: The Honorable Mayor and Board of Commissioners
From: Brad Priest, Senior Planner
Subject: R16-09: Blythe Landing Mini Storage

Rezoning: R16-09 is a request by Daniel Phillips, Madeline Phillips, and Helga Haddix to rezone 9.25 acres (portion of parcel #00902202, known as 14936 Brown Mill Road) from Rural (R) to Special Purpose Conditional District (SP-CD). The purpose of the rezoning is to allow the construction of a 80,091 sqft mini warehouse facility with 7,690 sqft of office/office flex. The rezoning is located near the corner of Beatties Ford Road and Brown Mill Road.

ACTION RECOMMENDED:
Consider taking final action on 3/6/17.

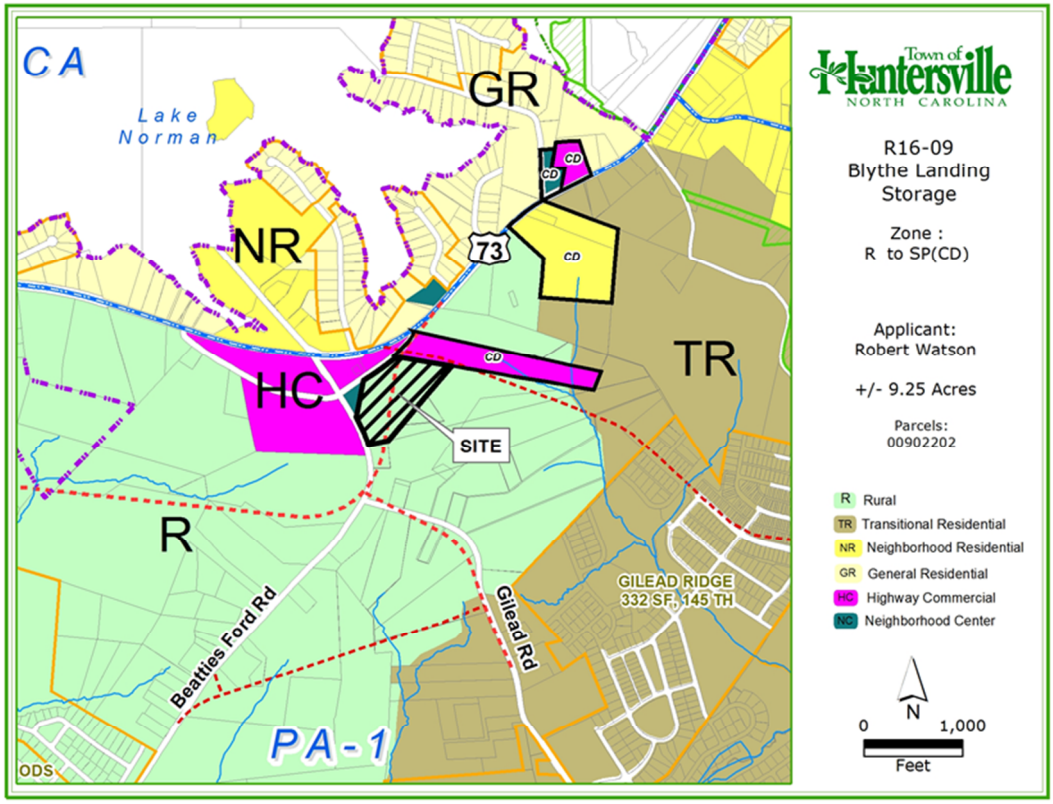
FINANCIAL IMPLICATIONS:

ATTACHMENTS:

Description	Type
Staff Report	Staff Report
Town Attorney Email - Thoroughfares	Staff Report
Updated Rezoning Plan - 2 28 17	Exhibit
Front Building Elevations - Brown Mill Road	Exhibit
Storage Building Elevations in Rear	Exhibit
MUMPO Thoroughfare Presentation	Backup Material
MUMPO Approved Alignment - NC-73	Backup Material
Boundary Survey	Backup Material
Neighbor Letter of Support	Backup Material
Neighborhood Meeting Invitation List	Backup Material
Neighborhood Meeting Summary	Backup Material
Portions of Beatties Ford Road Small Area Plan	Backup Material
TIA Determination - No Need	Backup Material
Application	Backup Material

Petition R16-09: Blythe Landing Mini-Storage

PART 1: PROJECT SUMMARY



Applicant: Bob Watson

Property Owner: Daniel Phillips, Madeline Phillips, and Helga Haddix

Property Address: 14936 Brown Mill Road

Project Size: 9.38 acres (portion of existing parcel)

Parcel Numbers: Portion of 00902202

Existing Zoning:

Rural (R)

Proposed Zoning:

Special Purpose Conditional District (SP-CD)

<u>Application Summary</u>:

1. Daniel Phillips, Madeline Phillips, and Helga Haddix have proposed to rezone a portion of their property at 14936 Brown Mill Road from Rural (R) to Special Purpose Conditional District (SP-CD). The purpose of the rezoning is to develop a 142,407 sqft mini storage facility with 3,845 sqft of office.
2. <u>UPDATE 2/22/17</u>: Recently, the plan has been updated with many changes along Brown Mill Road. Rather than being predominately ministorage, the buildings proposed there are now office and office flex space (office with accessory warehousing). The buffers have been updated to provide more detail as well. In response, the Town Board has sent the application back to the Planning Board for further review and recommendation. The Town Board will revisit the application on March 6, 2017.

3. Adjoining Zoning and Land Uses

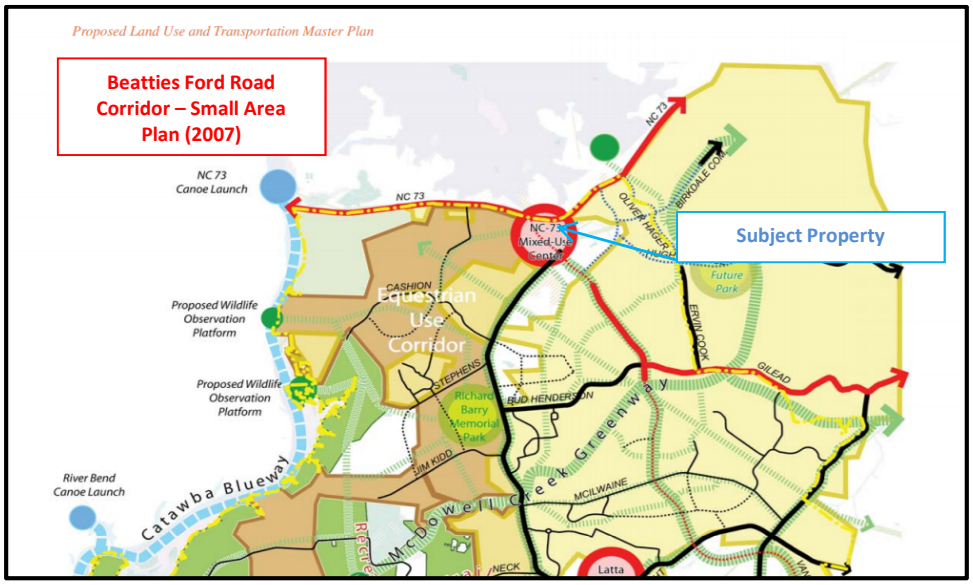
   <u>North</u>: *Neighborhood Center (NC),* Old Store Market, *Highway Commercial* (HC), Grease Monkey Automotive Oil Change Service

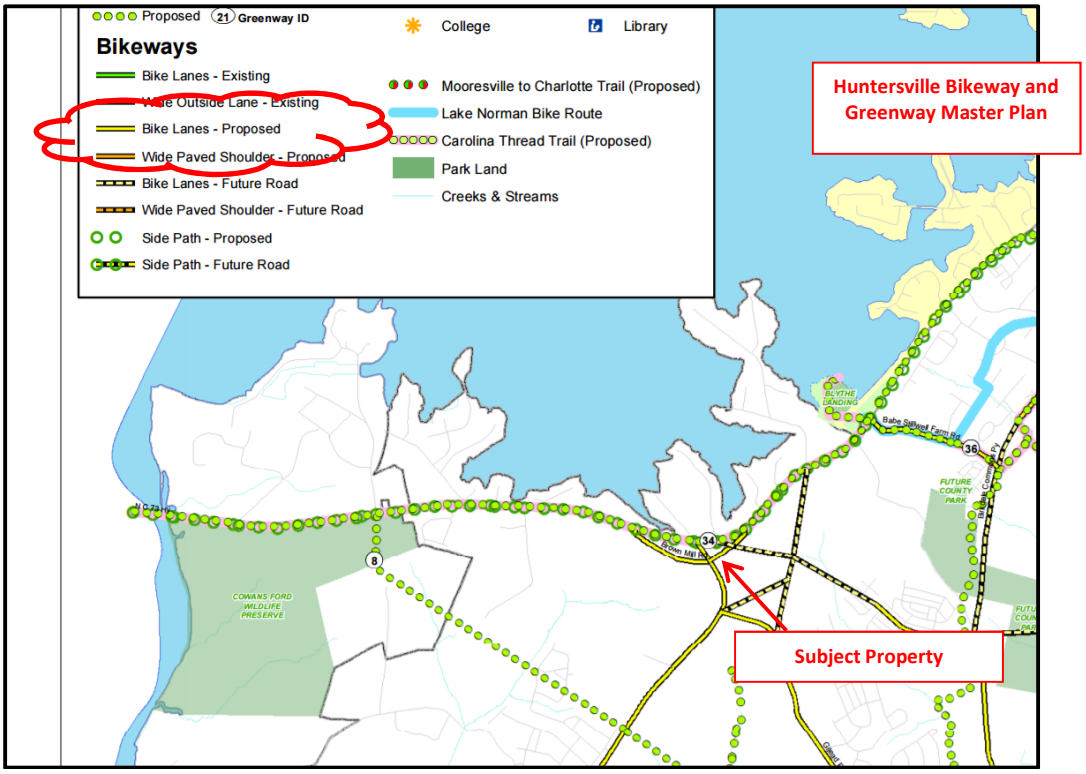
   <u>South</u>: *Rural (R*), Huntersville Fire Station #1, Single Family Residential, Piedmont Natural Gas Regulator Facility

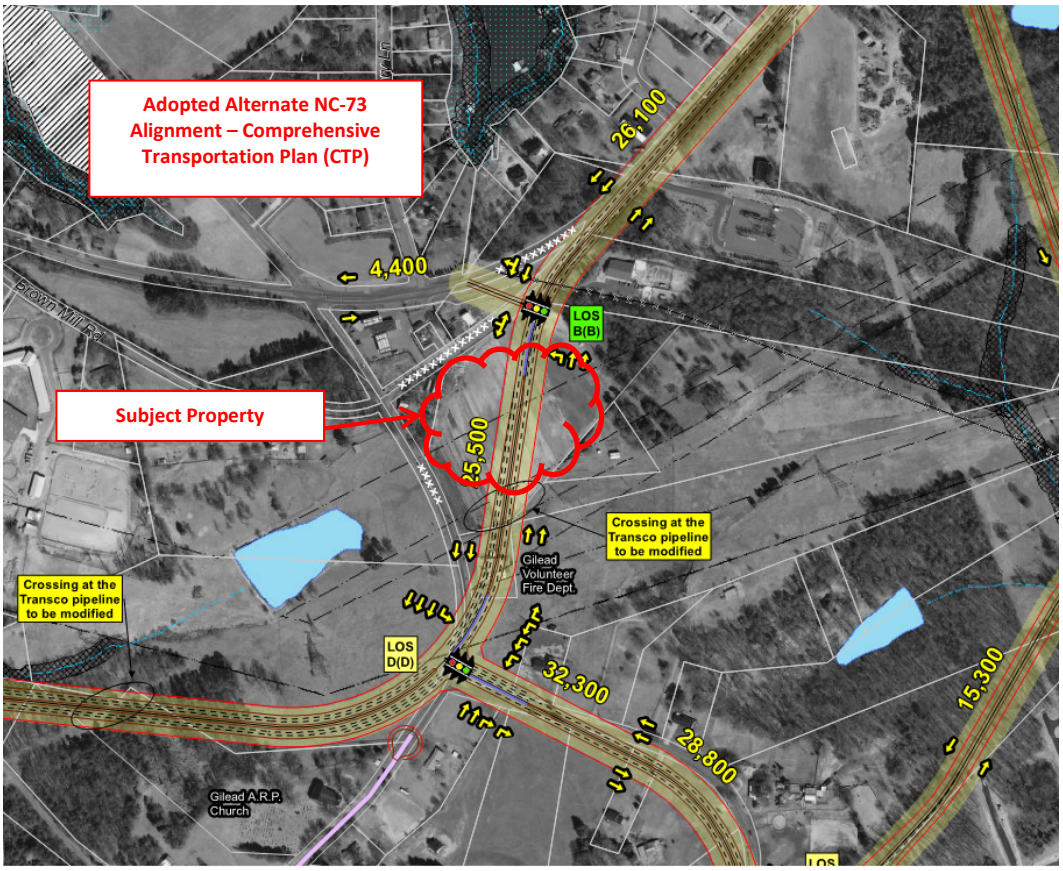
   <u>East</u>: *Highway Commercial Conditional District (HC-CD),* Pet Paradise Grooming Facility, *Rural (R),* Vacant Land

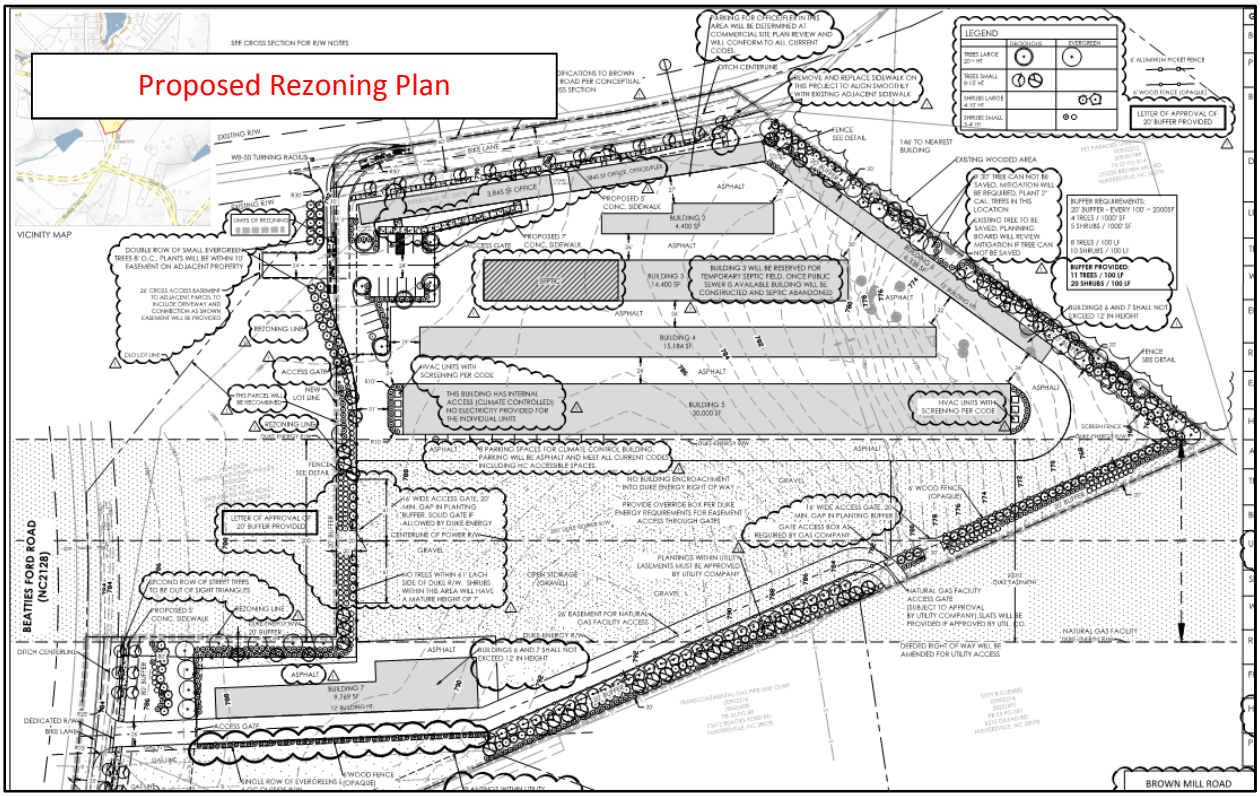
   <u>West</u>: *Highway Commercial (HC),* Farm Land, *Rural (R)*, Vacant Land and Horse Stables

4. Mini-storage facility uses are only allowed under the Town of Huntersville Zoning Ordinance in the Special Purpose (SP) zoning district, therefore the application for the ministorage facility development is to rezone to SP-CD.
5. The applicant proposes to recombine a portion of the 11.29 acre tract with the Old Store property at the southeast corner of Brown Mill Road and Beatties Ford Road. As currently proposed only 9.28 acres are proposed to be rezoned for the mini-storage facility and office.
6. UPDATE 2/22/17: The subject parcel is located in an area studied by the Beatties Ford Road Corridor Small Area Plan (BFRCSAP). The plan calls for the area around the intersection of NC-73 and Beatties Ford Road to be developed as a "Mixed-Use Center". The applicant has expanded the office component of the development to include all the frontage area along Brown Mill Road. With that change staff believes part of the intent of the BFRCSAP has sufficiently been met, to provide pedestrian oriented development along the street. Staff is supportive too of the mini-storage in the rear due to the location of utility areas that make traditional commercial development more difficult to establish.
7. Per the Huntersville Greenway and Bikeway Master Plan both Beatties Ford Road and Brown Mill Road are bikeway routes with proposed bike lanes. Please see the Greenway and Bikeway map below. To accommodate the bikeway plan, the applicants have proposed to add bike lanes along their frontages of Beatties Ford Road and Brown Mill Road. Please see the proposed rezoning plan below on page 3.
8. The property in question lies in the path of the proposed NC-73 Realignment on the Comprehensive Thoroughfare Plan (CTP). This alignment was recommended by the Town Board by 3-2 vote on September 6, 2011 and adopted by the Mecklenburg-Union Metropolitan Planning Organization (MUMPO, now the Charlotte Regional Transportation Planning Organization (CRTPO)) on November 16, 2011. Please see the adopted NC-73 realignment added to the CTP on page 3 below. This alignment is currently considered one of two options for the final NC-73 location. Please see page 6 below for discussion of the environmental study status and the NC-73 alignment selection process.
9. A neighborhood meeting for this application was advertised for and held on September 28, 2016. An invitation list, attendance list and summary report for the meeting are included in the agenda packet.




Proposed
21 Greenway ID
Bikeways
Bike Lanes - Existing
Wide Outside Lane - Existing
Bike Lanes - Proposed
Wide Paved Shoulder - Proposed
Bike Lanes - Future Road
Wide Paved Shoulder - Future Road
Side Path - Proposed
Side Path - Future Road
College
Library
Mooresville to Charlotte Trail (Proposed)
Lake Norman Bike Route
Carolina Thread Trail (Proposed)
Park Land
Creeks & Streams
Huntersville Bikeway and Greenway Master Plan
Subject Property
COWANS FORD WILDLIFE PRESERVE
BLYTHE LANDING
FUTURE COUNTY PARK


Adopted Alternate NC-73 Alignment – Comprehensive Transportation Plan (CTP)
26,100
4,400
LOS B(B)
Brown Mill Rd
Subject Property
25,500
Crossing at the Transco pipeline to be modified
Gilead Volunteer Fire Dept.
Crossing at the Transco pipeline to be modified
LOS D(D)
32,300
28,800
15,300
Gilead A.R.P. Church



PART 2: REZONING/SITE PLAN ISSUES – UPDATE 2/22/17

- Article 7.5 of the Zoning Ordinance requires that developments in the Special Purpose (SP) zoning district establish an 80 foot buffer adjacent to properties not zoned SP or CB. The applicant is requesting a modification of the buffer requirements under the conditional district rezoning provision of Article 11.4.7 (K), which states: "In approving a conditional zoning district, the Town Board may modify standards established in the zoning or subdivision ordinance provided the spirit of the regulations are maintained."
    - Staff is comfortable with the reduction to 20 feet along the southern and northeastern portion of the property. To the south, the surrounding properties are inundated with utility easements and right of ways that will make development very difficult. Therefore a significant buffer to the south may not prove useful. To the northeast the Pet Paradise conditional district rezoning requires a 30 foot undisturbed buffer on the adjacent property. Thus with the 30 foot existing buffer plus the 20 proposed, a significant opaque screen between uses will be established.
- Mecklenburg County is reviewing the rezoning plan for storm water concept plan conformance. The concept plan has not been approved.
- Staff has reviewed the submitted plan and has a few minor deficiencies still outstanding. It is recommended that final comments be addressed on an updated rezoning plan.

PART 3: TRANSPORTATION ISSUES – UPDATE 2/13/17

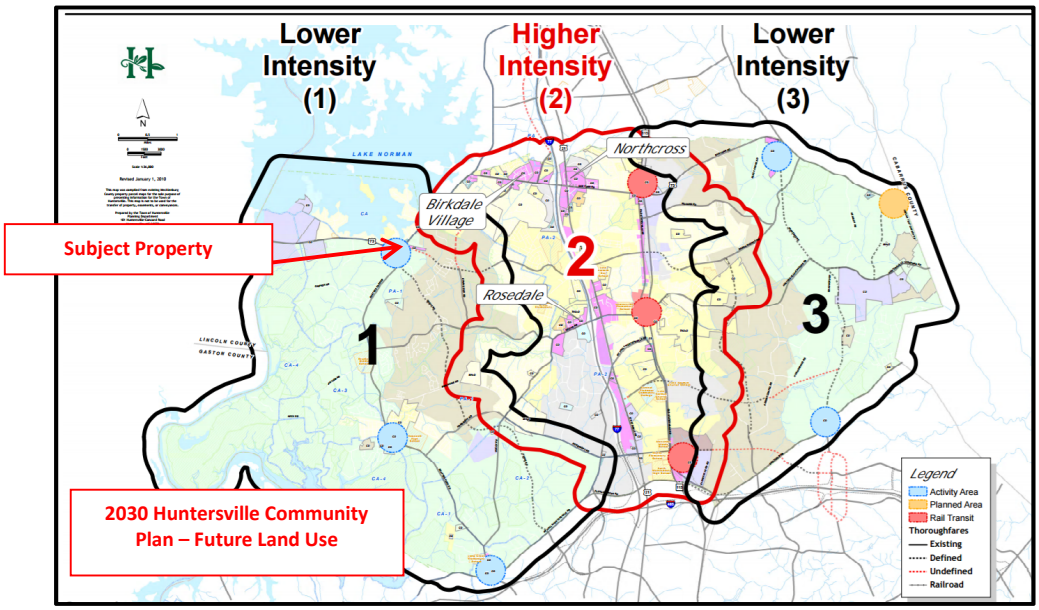
- The property proposed to be rezoned currently lies directly within the path of the adopted realignment of NC-73 on the Comprehensive Transportation Plan (CTP).

PART 5: REZONING CRITERIA

Article 11.4.7(d) of the Zoning Ordinance states that "in considering any petition to reclassify property, the Planning Board in its recommendation and the Town Board in its decision shall take into consideration any identified relevant adopted land-use plans for the area including, but not limited to, comprehensive plans, strategic plans, district plans, area plans, neighborhood plans, corridor plans, and other land-use policy documents".

STAFF COMMENT – Staff finds the proposed use consistent with the following policies of the ***2030 Huntersville Community Plan***:

- **Policy CD-2: Focus higher intensity development generally within 2 miles of the I-77 and NC 115 corridor or within the identified nodes and centers**. The proposed development is located in the activity area "node" identified in the 2030 plan. Please see the 2030 future land use map below.
- **Policy T-6: Pedestrian Connections**. The applicant is installing bike lanes along their frontage, consistent with the Huntersville Greenway and Bikeway Master Plan.



STAFF COMMENT – Staff finds the proposed use *not* consistent with the following policies of the ***2030 Huntersville Community Plan***:

- **Policy CD-1: Land Use/Transportation Integration**. This policy calls for the continued integration of land uses and transportation elements along with consistency with adopted long range plans. As described below on page 8, the proposed development lies directly in the path of the approved NC-73 realignment. Therefore the proposed land use plan fundamentally conflicts with current approved transportation plans.
- **Policy CD-5: Infrastructure**. This policy calls for adequate public infrastructure to either exist or be made available to support all new development. Similar to the concern above, the proposed development lies directly in the path of the NC-73 realignment. The approval and construction of this development could impede the construction of the NC-73 realignment, thus hindering the extension of public infrastructure to the area.

STAFF COMMENT – Staff finds the proposed use *not* consistent with ***the Adopted Comprehensive Transportation Plan (CTP)***

- The widening and improving of NC-73 in the area of Beatties Ford Road (State Project number R5721) is scheduled for construction on the North Carolina Transportation Improvement Program (NCTIP) for the year

2023. The drafted updated CTP proposes moving the construction start date up to 2021. The property proposed to be rezoned currently lies directly within the path of the adopted realignment of NC-73. This alignment was recommended by the Town Board and then adopted into the Comprehensive Transportation Plan (CTP) by the Charlotte Regional Transportation Planning Organization (CRTPO) in November 2011. The North Carolina Department of Transportation (NCDOT) has recently begun conducting an Environmental Study for R5721 and will study the environmental and historical impacts of two potential alternatives; the expansion and improvement of the current alignment of NC-73 and that of the new realignment alternative adopted. Please see the study alternative map below on page 9. The alternative that ultimately is found to present the most benefit with the least level of negative impact will be chosen. The first draft of the study is scheduled to be released in the summer of 2018 and be ultimately approved in the summer of 2019. Staff does not recommend approving the intensification of any property within an approved thoroughfare alignment. However if after having studying both alignments, and the original NC-73 alignment is ultimately chosen, then the proposed development would no longer be in conflict with the updated plans.

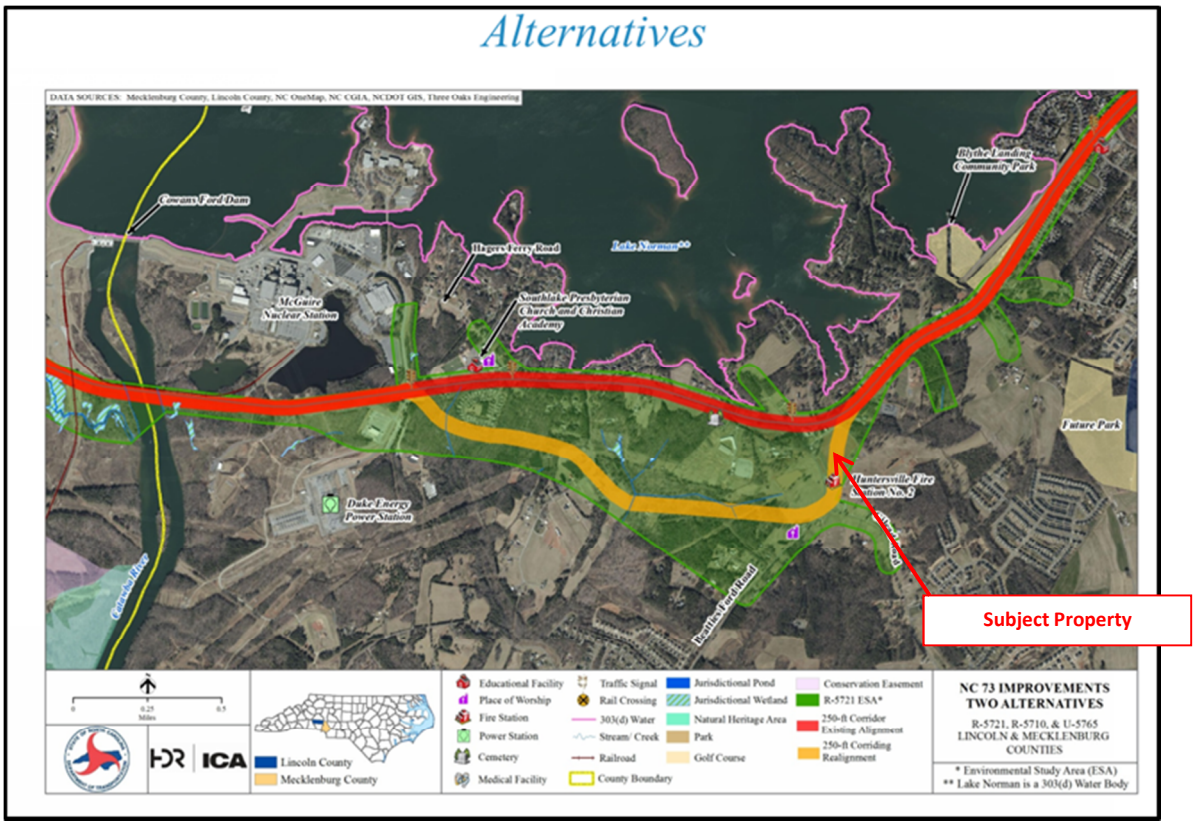
- UPDATE 1/30/17: It has been mentioned in conversation with staff that NCDOT officials are preliminarily voicing their opinion on which alignment is preferred. According to NCDOT there have been no cost estimates done yet for either of the alignments and no preference has been observed nor communicated at this time. It is still expected that the environmental assessment will be complete in the Summer of 2018, at which time it is possible a preference and selection of the alignment could be deduced, but not finalized
- UPDATE 2/13/17: During the Town Board meeting on February 6, 2017 (when the application was deferred) the question arose on whether or not state law conflicted with the ability of the Town to consider the thoroughfare when making rezoning decisions. Bob Blythe sent planning staff the following response for clarification on the matter. The email is also attached in your agenda packet for reference.
    - "This is in reference to the question of a potential thoroughfare alignment affecting a proposed rezoning of property which would be affected by the thoroughfare. There seems to be a thought that there is a state law, either by statute or by court ruling, that the location of the road cannot be considered by the decision makers in a rezoning case. I believe that the genesis of this opinion is the fairly recent North Carolina Supreme Court case of Kirby, et.al. v. North Carolina Department of Transportation. Although you can never say with certainty how a court might rule in a different case, I do not believe that Kirby stands for this proposition at all. This case arose out of the so-called Map Act, a North Carolina statute that permits NCDOT to establish a thoroughfare alignment after public hearing, etc., and then to record that corridor in the county Register of Deeds. At that point certain restrictions become placed on the use of the property within the corridor including (with certain exceptions) the right to obtain a building permit. The court in essence held that the imposition of the these restrictions had the effect of affecting the value of the property, and therefore constituted a taking for which the landowner was entitled to compensation. The court did not find the MAP Act unconstitutional. (The legislature did adopt legislation in the 2016 session cancelling all outstanding Map Act corridors, and placing a moratorium on new corridors until July 1, 2017). Note that the possible thoroughfare here is not a corridor under the MAP Act. In any event, I don't see that the proposed alignment constitutes a legal restriction on the use of the property. From a zoning standpoint, it can still be used for whatever is presently permitted. And I see nothing that precludes the Board from taking the existence of the possible alignment into consideration in their deliberations in their legislative capacity."

Article 11 Section 11.4.7(e) of the Zoning Ordinance states that: "in considering any petition to reclassify property the Planning Board in its recommendation and the Town Board in its decision should consider:

1. **Whether the proposed reclassification is consistent with the overall character of existing development in the immediate vicinity of the subject property.**

   STAFF COMMENT:

Although there is no Special Purpose (SP) zoning anywhere in the area of the proposed development, commercial activity is common near NC-73 and Brown Mill Road to the north, with a gas station and oil change facility both zoned Highway Commercial (HC). The Old Store retail building at the corner of Brown Mill Road and Beatties Ford Road is also a commercial operation along that street frontage. Therefore with the buildings along Brown Mill Road now broken up into two separate buildings, having added architectural detail, and now providing street door connections, and the mini-storage reserved for the rear of the site, staff finds the development consistent with the overall character of adjacent development.



2. **The adequacy of public facilities and services intended to serve the subject property, including but not limited to roadways, transit service, parks and recreational facilities, police and fire protection, hospitals and medical services, schools, storm water drainage systems, water supplies, and wastewater and refuse disposal.**

   STAFF COMMENT:
   - In regard to the adequacy of the roadway system, per Huntersville Transportation Staff, the proposed use as currently submitted will not create enough vehicle trips to necessitate the submittal of a Traffic Impact Analysis (TIA).
   - Since the property proposed has less than 10,000 of office proposed, the Adequate Public Facilities Ordinance does not apply to this development.

3. **Whether the proposed reclassification will adversely affect a known archeological, environmental, historical or cultural resource."**

   STAFF COMMENT:

Planning staff has no indication that the request will adversely affect known archeological, environmental resources.

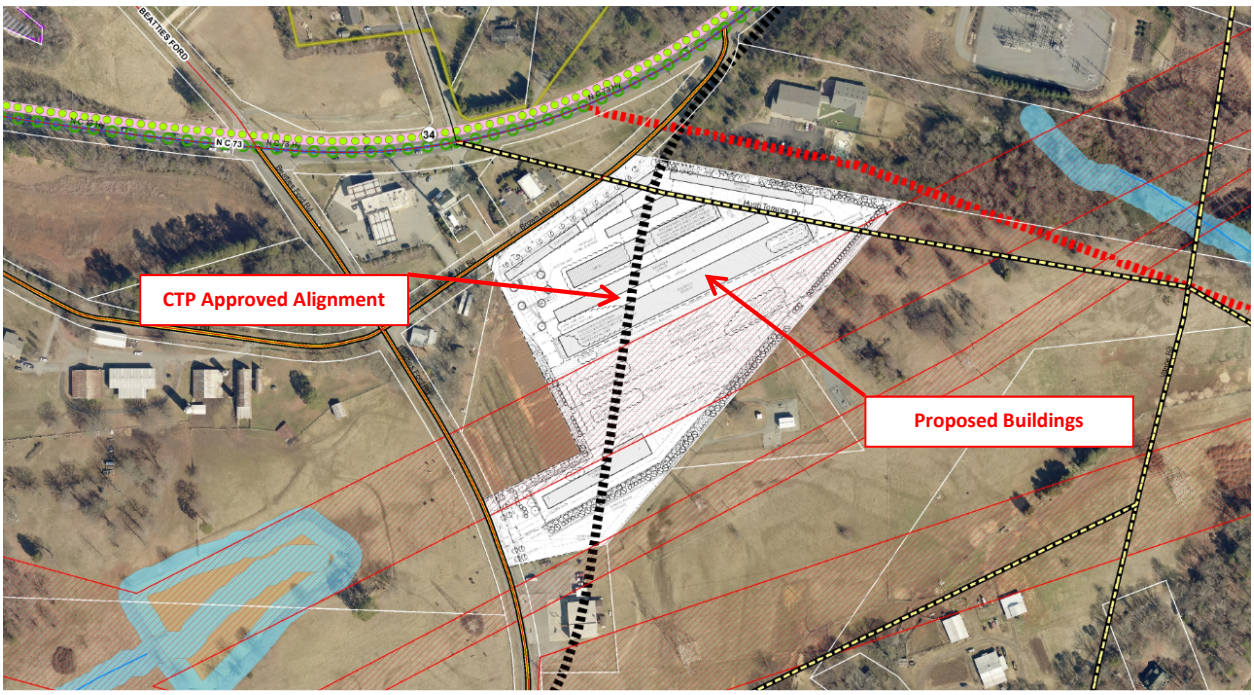
PART 7: PUBLIC HEARING – UPDATE 11/8/16

The Public Hearing was held on November 7, 2016. Two individuals from the public spoke in opposition to the plan due to the conflict with adopted plans and the Town's ordinances. Discussion in the hearing centered on the outstanding site issues and the status of the NC-73 realignment. Specific items that were mentioned which needed to be addressed were: the new zoning line needed to be clarified and the question on whether or not the application showed a subdivision needed to be answered. STAFF COMMENT: The plan includes a label that states the intent is to recombine the corner parcel on Brown Mill Road with the proposed development parcel, thus only shifting the property line to the east (no subdivision). However, if that is the intent it needs to be clarified on the plan as separate and additional property lines are shown which causes confusion.

PART 6: STAFF RECOMMENDATION – UPDATE 2/22/17

Staff recognizes and appreciates the fact that the overall design and conformance to the ordinance has significantly improved since the beginning of the review process. The applicant has been very responsive to staff recommendations when possible. However at this time staff recommends denial of the application for the following reasons:

- The plan is in direct conflict with the approved and adopted Comprehensive Transportation Plan (CTP) for the NC-73 realignment. Staff does not recommend intensifying the zoning of a property when it conflicts with an approved thoroughfare. We are not aware of any other development being approved in current staff's tenure that did conflict with an approved thoroughfare plan. Not only does the property in question lie directly along the proposed route, but the proposed rezoning plan would construct buildings immediately in the path of the road. Please see the overlay of the proposed plan and the CTP below on page 9. If the approved alignment is chosen and the proposed development is approved, it will cost the public more to build the thoroughfare and the buildings constructed will in a few years ultimately be taken right back down. It is recommended that no decision be made until the environmental study is done next year when the alignment to be chosen will be more clear.
    - Please find attached in your agenda package a power point presentation presented to the Mecklenburg-Union Metropolitan Planning Organization (MUMPO) in 2011 providing background on how the current and approved alignment came to be.
- The plan is inconsistent with policies CD-1 and CD-5 of the Huntersville 2030 plan which recommends consistency with approved transportation plans and infrastructure as described above.



PART 7: PLANNING BOARD RECOMMENDATION – UPDATE 3/1/17

On February 28, 2017 the Planning Board reviewed the updated application and recommended the Town Board deny the application by a 6-2 vote. The Planning Board found that the rezoning is not consistent with the 2030 Community Plan, and the Beatties Ford Road Corridor Small Area Plan. It is not reasonable and not in the public interest to rezone this property, because it does not accommodate the approved future road improvement; it is not consistent with mixed use development pattern called for in the adopted plans, nor does it conform to the Zoning Ordinance in regard to the buffering. It also poses security issues within the site; proposes traffic challenges for trucks entering and exiting for flex space use; only provides 5.8% of office flex space, which does not meet the intent of a mixed use development even though it might meet the spirit; it is not pedestrian oriented; the storm water concept plan has not been approved; parking lot and/or parking spaces for office and flex space use have not been provided on the sketch plan in accordance with the Ordinance; and in addition to the Community Plan policy CD1 and CD5, it does not meet the requirements of policies H2, H3, H4, H8 and CD3.

The minutes of the Planning Board meeting discussion are being transcribed. Staff will send them to the Town Board as soon as they are completed for review and reference.

PART 8: CONSISTENCY STATEMENT - R 16-09: Blythe Landing Mini-Storage

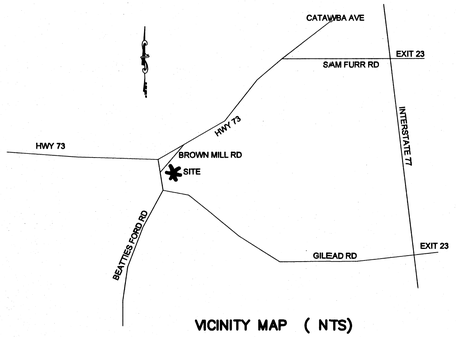
Planning Department	Planning Board	Board of Commissioners
Approval: N/A	**APPROVAL**: N/A	**APPROVAL**: In considering the proposed rezoning of Petition R16-09, Blythe Landing Mini-Storage located on Brown Mill Road, the **Town Board** finds that the rezoning is consistent with the Town of Huntersville 2030 Community Plan and other applicable long range plans. We recommend approving the conditional rezoning plan for the Blythe Landing Mini-Storage as shown in Rezoning petition R16-09. It is reasonable and in the public interest to rezone this property because… *(Explain)*
DENIAL: In considering the proposed rezoning of Petition R16-09, Blythe Landing Mini-Storage, Planning Staff finds that the rezoning is not consistent with Policies CD-1 and CD-5 of the Huntersville 2030 Community Plan or the adopted Comprehensive Transportation Plan. We recommend denial of R16-09. It is not reasonable and not in the public interest to rezone this property because it does not accommodate for future road improvements.	**DENIAL:** In considering the proposed rezoning of Petition R16-09, Blythe Landing Mini-Storage on Brown Mill Road, the **Planning Board** finds that the rezoning is not consistent with the Town of Huntersville 2030 Community Plan and the Beatties Ford Road Corridor Small Area Plan. It is not reasonable and not in the public interest to rezone this property because it does not accommodate the approved future road improvement; it is not consistent with mixed use development pattern called for in the adopted plans, nor does it conform to the Zoning Ordinance in regard to the buffering. It also poses security issues within the site; proposes traffic challenges for trucks entering and exiting for flex space use; only provides 5.8% of office flex space, which does not meet the intent of a mixed use development even though it might meet the spirit; it is not pedestrian oriented; the storm water concept plan has not been approved; parking lot and/or parking spaces for office and flex space use have not been provided on the sketch plan in accordance with the Ordinance; and in addition to the Community Plan policy CD1 and CD5, it does not meet the requirements of policies H2, H3, H4, H8 and CD3.	**DENIAL:** In considering the proposed rezoning of Petition R16-09, Blythe Landing Mini-Storage on Brown Mill Road, the **Town Board** finds that the rezoning is not consistent with the Town of Huntersville 2030 Community Plan and other applicable long range plans. We recommend denial of Rezoning Petition R16-09. It is not reasonable and not in the public interest to rezone this property because…… *(Explain)*

From: Bob Blythe
Sent: Monday, February 13, 2017 5:26 PM
To: Bradley Priest
Cc: Jack Simoneau
Subject: Potential road alignment in rezoning

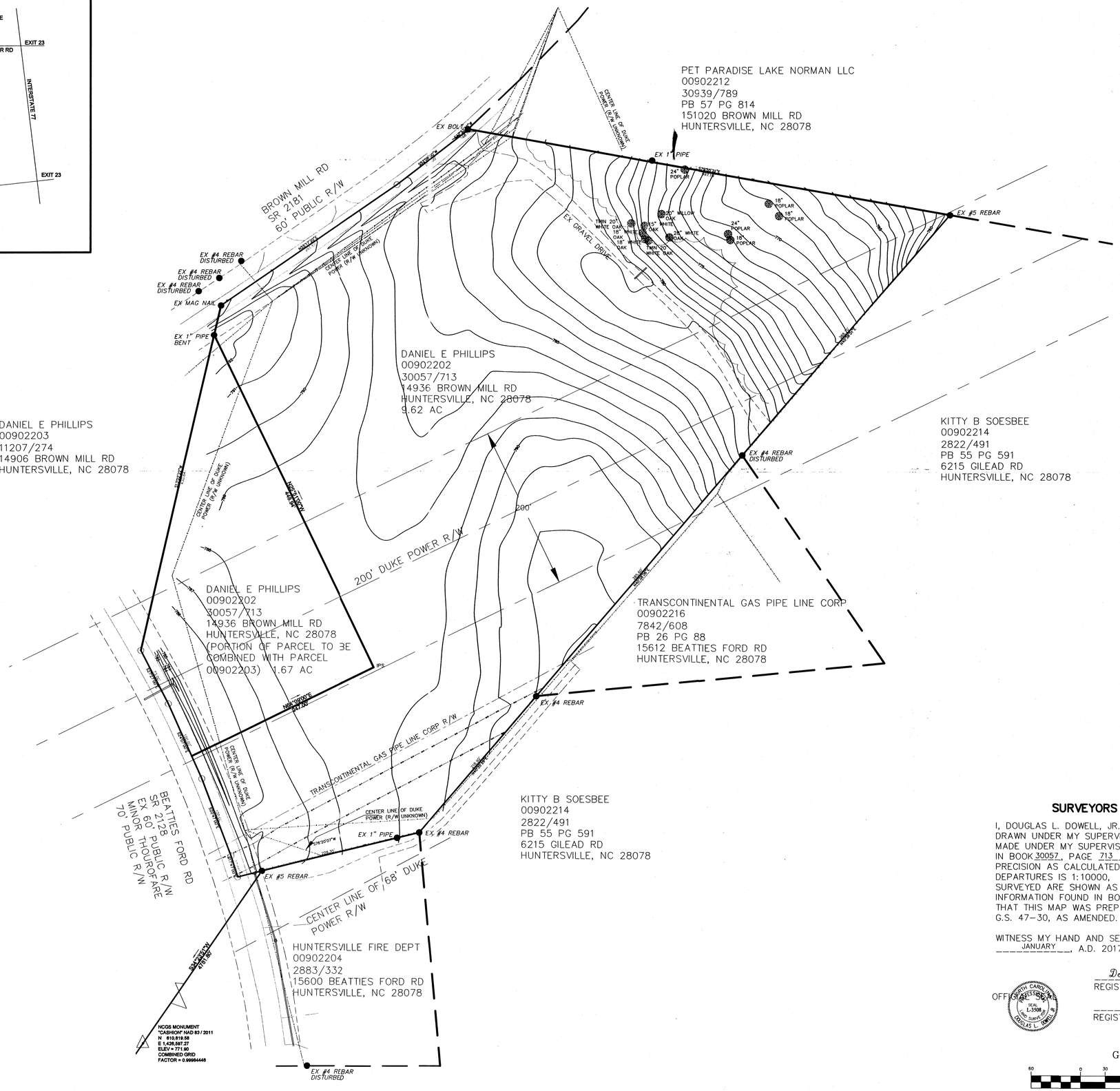
Brad,
This is in reference to the question of a potential thoroughfare alignment affecting a proposed rezoning of property which would be affected by the thoroughfare. There seems to be a thought that there is a state law, either by statute or by court ruling, that the location of the road cannot be considered by the decision makers in a rezoning case. I believe that the genesis of this opinion is the fairly recent North Carolina Supreme Court case of Kirby, et.al. v. North Carolina Department of Transportation. Although you can never say with certainty how a court might rule in a different case, I do not believe that *Kirby* stands for this proposition at all. This case arose out of the so-called Map Act, a North Carolina statute that permits NCDOT to establish a thoroughfare alignment after public hearing, etc., and then to record that corridor in the county Register of Deeds. At that point certain restrictions become placed on the use of the property within the corridor including (with certain exceptions) the right to obtain a building permit. The court in essence held that the imposition of the these restrictions had the effect of affecting the value of the property, and therefore constituted a taking for which the landowner was entitled to compensation. The court did not find the MAP Act unconstitutional. (The legislature did adopt legislation in the 2016 session cancelling all outstanding Map Act corridors, and placing a moratorium on new corridors until July 1, 2017). Note that the possible thoroughfare here is not a corridor under the MAP Act. In any event, I don't see that the proposed alignment constitutes a legal restriction on the use of the property. From a zoning standpoint, it can still be used for whatever is presently permitted. And I see nothing that precludes the Board from taking the existence of the possible alignment into consideration in their deliberations in their legislative capacity.

Bob

Robert B. Blythe
Town Attorney
Town of Huntersville
P.O. Box 664
Huntersville, NC 28070
Direct Line: 704-766-2239



VICINITY MAP (NTS)



SURVEYORS CERTIFICATION

I, DOUGLAS L. DOWELL, JR. CERTIFY THAT THIS MAP WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION DEED DESCRIPTION RECORDED IN BOOK 30057, PAGE 713 ___; THAT THE RATIO OF PRECISION AS CALCULATED BY LATITUDES AND DEPARTURES IS 1:10000, (THAT THE BOUNDARIES NOT SURVEYED ARE SHOWN AS BROKEN LINES PLOTTED FROM INFORMATION FOUND IN BOOK ____, PAGE _____); THAT THIS MAP WAS PREPARED IN accordance WITH G.S. 47-30, AS AMENDED.

WITNESS MY HAND AND SEAL THIS _4_____ DAY OF JANUARY, A.D. 2017.

OFFICIAL CAROLINA SURVEYOR SEAL L-3508 DOUGLAS L. DOWELL JR.

Douglas L Dowell Jr
REGISTERED LAND SURVEYORS

L-3508
REGISTRATION NUMBER

GRAPHIC SCALE

60 0 30 60 120 240

(IN FEET)
1 inch = 60 ft.

ENGINEER

SEAL

DRAWN BY: DLD

DATE PREPARED: JAN 4, 2017

REVISIONS
NO: 1
NO: 2
NO: 3
NO: 4

SHEET 1 OF 1

JOB NUMBER 16-1098

SCALE Horz: 1" = 60' Vert:

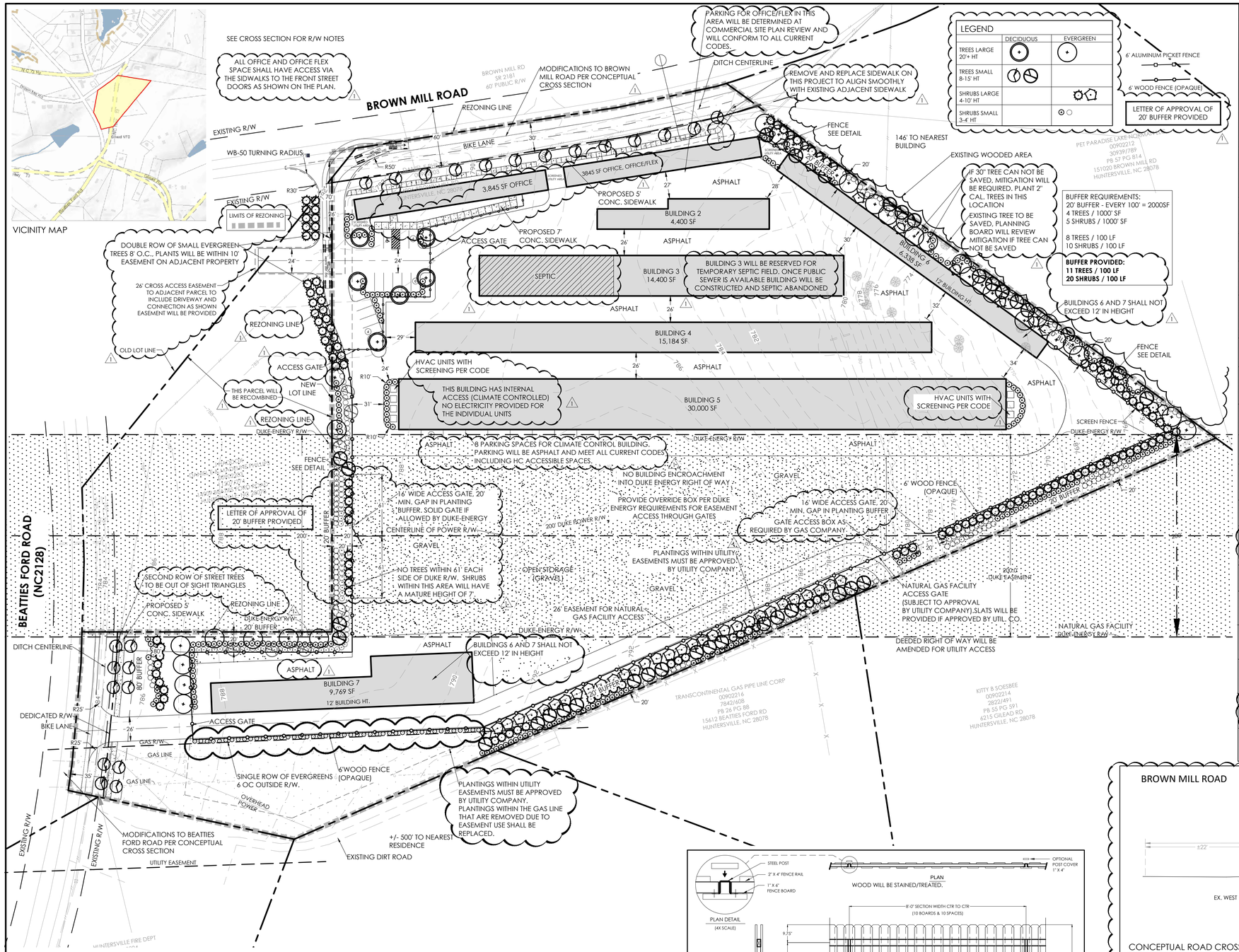
BOUNDARY TOPOGRAPHIC SURVEY OF BROWN MILL ROAD SELF STORAGE

TOWN OF HUNTERSVILLE, MECKLENBURG CO., NC

OWNER: BLYTHE LANDING MINI STORAGE LLC

DOWELL & CO., P.C.
Engineering • Surveying • Planning
344 Rolling Hill Road, Suite 101 • P.O. Box 954 • Mooresville, N.C. 28117
(704) 660-9697 (704) 664-5177 Fax
EMAIL: talon78966@aol.com C - 2177

Computer File: 16098 B WATSON



GENERAL NOTES

BUILDINGS
1. THE BUILDINGS WILL BE LOCATED WHERE GENERALLY DEPICTED ON THE PLAN. THE PROJECT SHALL NOT EXCEED 90,000 SQUARE FEET.

PARKING
2. PARKING WILL BE LOCATED AS GENERALLY DEPICTED ON THE PLAN. THERE ARE APPROXIMATELY 25 PARKING SPACES SHOWN IN THE MAIN PARKING FACILITY. PARKING FOR THE GARAGE BUILDINGS WILL BE AT EACH UNIT.

BUFFERS AND SETBACKS
1. AN 80' BUFFER WILL BE PROVIDED ALONG BEATTIES FORD ROAD.
2. A 20' BUFFER WILL BE PROVIDED ON THE EAST, SOUTH AND WEST.
3. PLANT MATERIAL IS CONCEPTUAL TO ILLUSTRATE LOCATION OF REQUIRED SCREENING. FINAL PLANTING PLAN WILL BE SUBMITTED TO MEET THE INTENT OF ORDINANCE DURING SITE PLAN PROCESS. A SCREEN FENCE (OPAQUE) SHALL BE PROVIDED IN ADDITION TO THE BUFFER TO MITIGATE THE REDUCTION OF THE 80' BUFFER ALONG ALL ADJACENT RESIDENTIAL ZONED PROPERTIES. BUFFER PLANTING WILL EXCEED 7.5 OF THE ORDINANCE.

DRIVEWAY AND ROADWAY IMPROVEMENTS
1. A 26' DRIVEWAY IS PROPOSED ONTO BEATTIES FORD ROAD AND BROWN MILL ROAD. THE DRIVEWAY SHALL BE AS APPROVED BY NCDOT AND THE TOWN OF HUNTERSVILLE.
2. ANY ROADWAY IMPROVEMENTS WILL BE PROVIDED AS REQUIRED BY NCDOT AND THE TOWN OF HUNTERSVILLE. IMPROVEMENTS TO BEATTIES FORD ROAD AND BROWN MILL ROAD SHALL BE PER CONCEPTUAL THE CROSS SECTION.

LIGHTING
1. LIGHTING WILL BE AS ALLOWED WITHIN THE TOWN OF HUNTERSVILLE ORDINANCE ARTICLE 8.26 AND APPROVED DURING THE SITE PLAN PHASE.

TRASH
1. TRASH WILL NOT BE PROVIDED IN A DUMPSTER FACILITY ON SITE. ROLL OUT SERVICE SHALL BE PROVIDED FOR THE OFFICE ONLY.

WATER/SEWER
1. SEWER WILL BE PROVIDED THROUGH AN ON-SITE SEPTIC SYSTEM (AT BUILDING 3) ON A TEMPORARY BASIS. SEWER EXTENSIONS ARE IN PROCESS BY CLT WATER. WATER WILL BE TAPPED INTO THE EXISTING WATER LINE ON BROWN MILL ROAD OR BEATTIES FORD ROAD.

ENVIRONMENTAL
1. EROSION CONTROL PLANS WILL COMPLY WITH CURRENT ORDINANCES AND BE APPLIED FOR DURING THE SITE PLAN PROCESS.
2. WATER QUALITY, POST CONSTRUCTION, AND STORM WATER MANAGEMENT WILL COMPLY WITH THE CURRENT ORDINANCES AND WILL BE APPLIED FOR DURING THE SITE PLAN PROCESS.

RIGHT OF WAY
1. BEATTIES FORD ROAD AND BROWN MILL ROAD RIGHT OF WAY WILL BE DEDICATED AS SHOWN.

EASEMENTS
1. A 26' EASEMENT WILL BE PROVIDED TO THE EXISTING GAS FACILITY.
2. MAINTENANCE EASEMENTS TO WATER QUALITY DEVISE SHALL BE PROVIDED.

HOURS OF OPERATION
1. THE HOURS OF OPERATION FOR THE STORAGE FACILITY WILL BE 24 HOURS A DAY. ACCESS IS RESTRICTED BY GATE AND KEYPAD.

ARCHITECTURAL
1. THE BUILDINGS SHALL BE AS SHOWN ON ELEVATIONS.

TREE PROTECTION
1. TREE PROTECTION/TREE SAVE AREA WILL BE PROVIDED. IF TREE IS NOT HEALTH OR CAN NOT BE SAVED (4) 2" CALIPER TREES WILL BE PLANTED IN EAST BUFFER

BIKE LANE
1. A 4' BIKE LANE WILL BE INSTALLED ALONG PROPERTY FRONTAGE WITHIN BEATTIES FORD ROAD AND BROWN MILL ROAD.

USES
1. OFFICE, OFFICE FLEX, AND STORAGE (FLEX SPACE IS DEFINED AS OFFICE WITH ACCESSORY WAREHOUSE SPACE
2. ALL OTHER USES PERMITTED IN THE SPCD ZONING PROCESS ARE NOT ALLOWED.

SIGNAGE
1. ALL SIGNS SHALL COMPLY WITH THE TOWN OF HUNTERSVILLE CODE.

WATER QUALITY
1. THE STORM DRAINAGE SYSTEM SHALL CONSIST OF OVERSIZED PIPES FOR UNDERGROUND DETENTION AND A DRY WELL OR UNDERGROUND SAND FILTER SHALL BE UTILIZED FOR WATER QUALITY.

REZONING
1. THIS IS A REZONING PLAN AND AS SUCH IS TO BE GRAPHICALLY REPRESENTATIVE OF WHAT IS PROPOSED. THE FINAL ENGINEERING PLAN WILL HAVE MINOR CHANGES.

FIRE PROTECTION
1. FIRE ACCESS AND HYDRANT SPACING SHALL BE DESIGNED AT THE TIME OF ENGINEERING DESIGN. ALL APPLICABLE CODES AND ORDINANCES SHALL BE FOLLOWED.

HVAC / UTILITY EQUIPMENT
1. ALL BUILDING UTILITY EQUIPMENT SHALL BE BEHIND BUFFER SCREENING AND NOT VISIBLE FORM ADJACENT PROPERTIES. HVAC UNITS LOCATED ON PLAN WITH REQUIRED SCREENING

PAVEMENT MATERIAL
1. ALL VEHICULAR DRIVE ISLES AND LOADING AREAS SHALL BE ASPHALT. ONLY 58,471 SF OF THE OPEN STORAGE AREA SHALL BE USED FOR STORAGE OF LARGE VEHICLES (RV'S, BOATS) AND BE OF GRAVEL.

HensonFoley
Landscape Architecture | Civil Engineering | Surveying
8712 Lindholm Dr Suite 202A, Huntersville NC 28078
p: 704.875.1615f: | 704.875.0959 | www.hensonfoley.com
NC ENGINEERING BOARD LICENSE #: C-3781
NC LANDSCAPE ARCHITECTURE BOARD LICENSE #: C-399
NC LAND SURVEYING BOARD LICENSE # P.L.S. 1983

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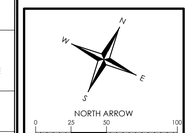


BLYTHE LANDING MIXED-USE FACILITY

PARCEL ID: 00902202
HUNTERSVILLE, NC

ZONING SITE PLAN

SITE DATA

LOCATION:	15616 BEATTIES FORD ROAD (PID # 00902202) HUNTERSVILLE, MECKLENBURG COUNTY 28078
EXISTING ZONING:	R (RURAL DISTRICT)
PROPOSED USE & ZONING:	MINI STORAGE & SPCD (SPECIAL PURPOSE CZ)
CONTACT:	HENSONFOLEY (JAY HENSON) 704-875-1615
ITEM	PROVIDED
LOT AREA	11.29 AC
MIN. FRONT SETBACK	15' BUILDING
MIN. SIDE SETBACK	15' BUILDING
MIN. REAR SETBACK	15' BUILDING
MAX. BUILDING HEIGHT	2 STORIES
FEMA MAP NUMBER	3710462100K
FEMA EFFECTIVE DATE	08/02/2015
SOIL TYPE	CaB2, HsB
BUILDING - LOT TYPE	HC

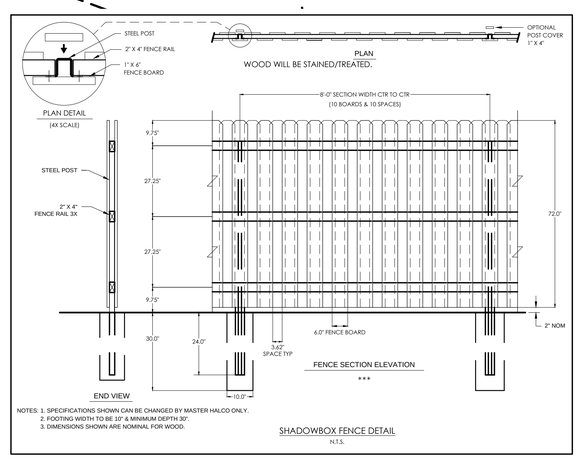
IMPERVIOUS SUMMARY

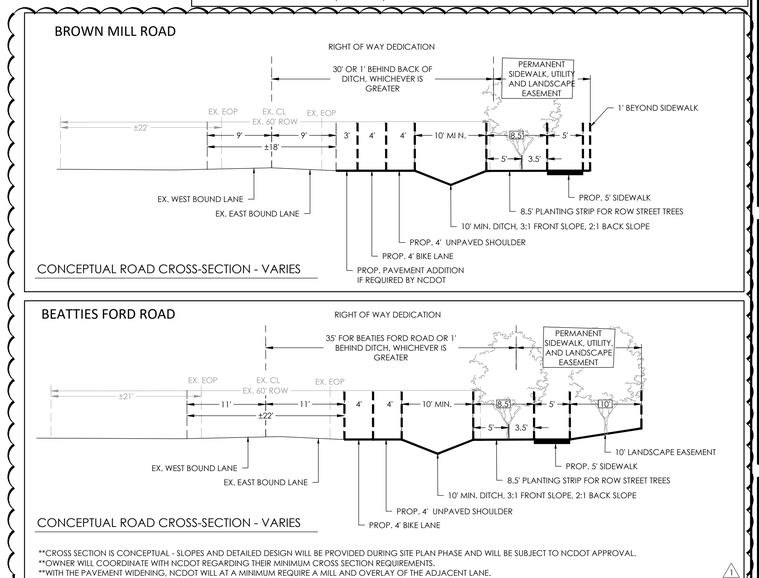
ITEM	SQUARE FOOT	ACRES	PERCENTAGE OF TOTAL SITE
TOTAL SITE AREA	491,792 SF	11.29 AC	N/A
NEW BUA	5,958 SF	0.14 AC	1.21 %
EXISTING PERVIOUS	485,834 SF	11.15 AC	98.79 %
PROPOSED BUILDING (BUA)	54,026 SF	1.24 AC	10.99 %
PROPOSED PAVEMENT (BUA)	120,257 SF	2.76 AC	24.45 %
PROPOSED CONCRETE (BUA)	2,545 SF	0.06 AC	0.52 %
PROPOSED GRAVEL (BUA)	95,854 SF	2.20 AC	19.49 %
TOTAL BUA	278,640 SF	6.40 AC	56.66 %
TOTAL PERVIOUS	213,152 SF	4.89 AC	43.34 %

**WATERSHED: MOUNTAIN ISLAND LAKE (PA-1)

ZONING CODE SUMMARY

ITEM#	ITEM	PROVIDED
1	BUILDING SIZE	±80,091 SF STORAGE ±58,471 SF OUTDOOR STORAGE (BOATS/TRAILERS, ETC.) 30,000 SF CLIMATE CONTROLLED STORAGE (BLDG 5) IS INCLUDED WITHIN THE 83,936 SF. @ .25 SPACE PER 1000 SF = 8 SPACES ±7690 SF OFFICE, OFFICE FLEX @ 1 SPACES/500 SF = 15 SPACES
2	PARKING SPACES REQUIRED	16 SPACES
3	PARKING SPACES PROVIDED	30 SPACES
4	HANDICAP SPACES	1 SPACES (1 VAN)
5	BUILDING HEIGHTS	1 STORY (12' AND 15')
6	BUILDING TYPE	HIGHWAY COMMERCIAL





**CROSS SECTION IS CONCEPTUAL - SLOPES AND DETAILED DESIGN WILL BE PROVIDED DURING SITE PLAN PHASE AND WILL BE SUBJECT TO NCDOT APPROVAL.
**OWNER WILL COORDINATE WITH NCDOT REGARDING THEIR MINIMUM CROSS SECTION REQUIREMENTS.
**WITH THE PAVEMENT WIDENING, NCDOT WILL AT A MINIMUM REQUIRE A MILL AND OVERLAY OF THE ADJACENT LANE.

REVISIONS:

1	2017-02-08 - PER TOWN
	2017- 02 -17 PER TOWN
	2017- 02 - 20 PER TOWN
	2017- 02 - 27 PER TOWN

Z01 - ZONING SITE.DWG
PROJECT NUMBER: 216088
DATE: 02/10/2017 DRAWN BY: JAH
SHEET Z01 OF 01

BROWN MILL ROAD

EXISTING R/W

EXISTING R/W

3,845 SF OFFICE

3845 SF OFFICE, OFFICE/FLEX

BUILDING 2
4,400 SF

BUILDING 3
14,400 SF

BUILDING 4
15,184 SF

BUILDING 5
30,000 SF

BUILDING 6
6,339 SF

OVERSIZED PIPE FOR DETENTION

INTERIOR STORM DOUBLES AS STORMWATER STORAGE FACILITY

FLOW SPLITTER

UG DETENTION OUTLET CONTROL

DRY WELL WITH STONE PERFORATED PIPE AND 2' IWS

250 LF 60" RCP

200' DUKE POWER R/W

OPEN STORAGE (GRAVEL)

DRAINAGE AREA

200.0' DUKE EASEMENT

BEATTIES FORD ROAD (NC2128)

BUILDING 7
9,769 SF

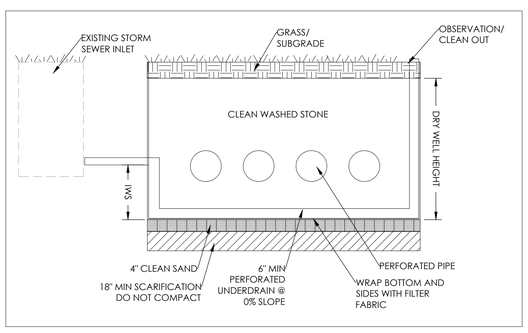
DRAINAGE DIVIDE

WATER ON THIS SIDE OF DRAINAGE DIVIDE WILL FLOW TO CATCH BASIN. REMAINING 'UNCAPTURED' WATER WILL RELEASE AT LESS THAN OR EQUAL TO PRE DEVELOPED RATE

NATURAL GAS FACILITY

EXISTING R/W

EXISTING R/W



DRY WELL DETAIL

HensonFoley
Landscape Architecture | Civil Engineering | Surveying
8712 Lindholm Dr Suite 202A, Huntersville NC 28078
p: 704.875.1615f: | 704.875.0959 | www.hensonfoley.com
NC ENGINEERING BOARD LICENSE #: C-3781
NC LANDSCAPE ARCHITECTURE BOARD LICENSE #: C-399
NC LAND SURVEYING BOARD LICENSE #: P-1085

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NORTH ARROW

GRAPHIC SCALE 1"=50 FT.

NORTH CAROLINA REGISTERED LANDSCAPE ARCHITECT JOSHUA A. HENSON

BLYTHE LANDING MIXED-USE FACILITY

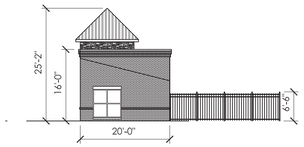
PARCEL ID: 00902202
HUNTERSVILLE, NC

ZONING STORM PLAN

REVISIONS:
1 2017-02-08 - PER TOWN

Z02 - ZONING STORM.DWG
PROJECT NUMBER: 216088
DATE: 02/10/2017 DRAWN BY: JAH
SHEET Z02 OF 02

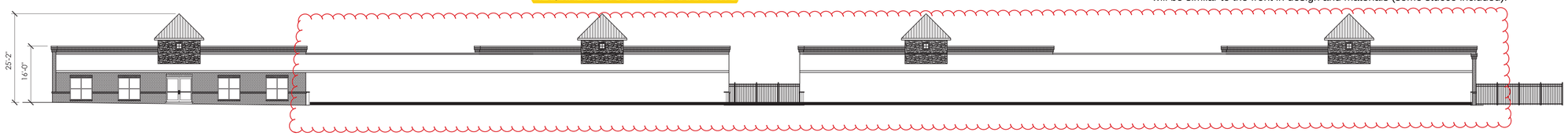
1 BUILDING 1 - BROWN MILL ROAD FRONT
SCALE: 3/16" = 1'-0"



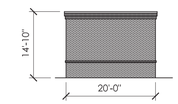
2 BUILDING 1 - WEST ELEVATION
SCALE: 3/16" = 1'-0"

THESE ARCHITECTURAL ELEVATIONS ARE SCHEMATIC IN NATURE AND THE REAR ELEVATION OF THE BUILDING FRONTING ON BROWN MILL ROAD SHALL BE DETERMINED IN ACCORDANCE WITH THE REQUIREMENTS OF THE OCCUPANTS.

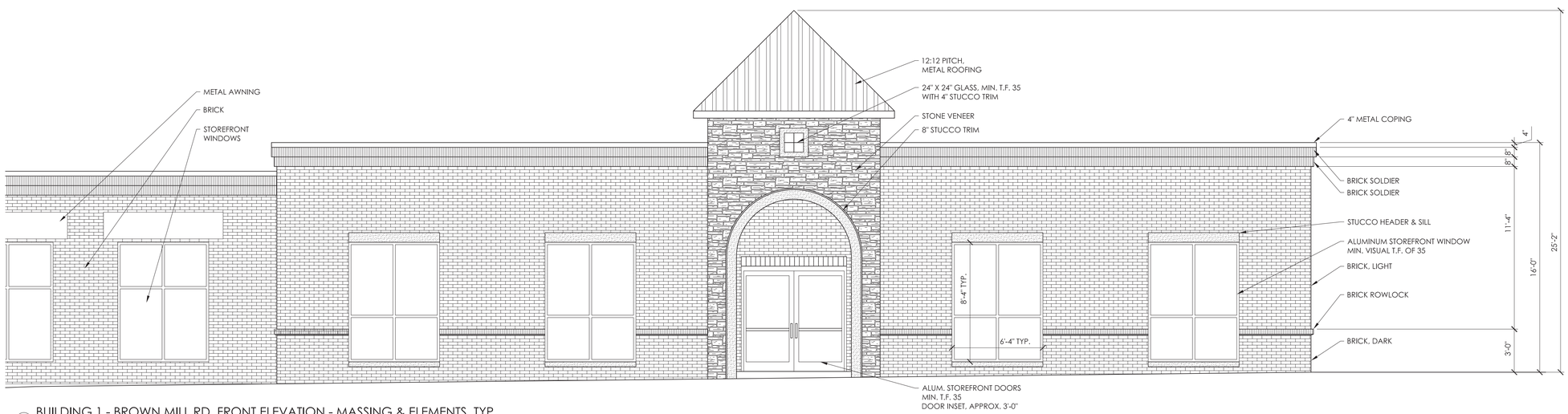
Rear building elevations for buildings along Brown Mill Road will be similar to the front in design and materials (some stucco included).



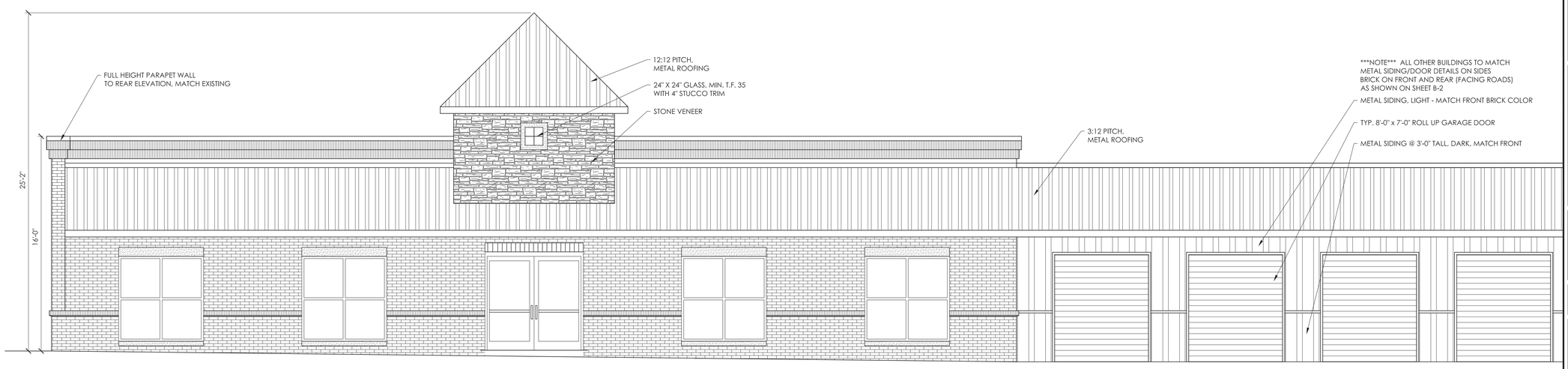
3 BUILDING 1 - INTERIOR REAR ELEVATION
SCALE: 3/16" = 1'-0"



4 BUILDING 1 - EAST ELEVATION
SCALE: 3/16" = 1'-0"



5 BUILDING 1 - BROWN MILL RD. FRONT ELEVATION - MASSING & ELEMENTS, TYP.
SCALE: 1/4" = 1'-0"



6 BUILDING 1 - INTERIOR REAR ELEVATION - MASSING & ELEMENTS, TYP.
SCALE: 1/4" = 1'-0"

JAMES R. BASINGER, PE
545 PLEASANT VILLAGE LN.
CHINA GROVE, N.C. 28023
704.796.1445 (mobile)
704.973.9413 (fax)
engineering | design | consulting
Basinger Design Co.

SEAL

PRELIMINARY FOR ZONING APPROVAL

PROJECT INFO:
BROWN MILL RD.
SELF STORAGE
TOWN OF HUNTERSVILLE, MECKLENBURG CO., NC
FOR PARCEL NO. 00902202

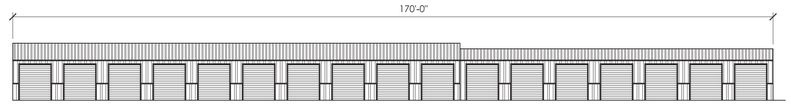
OWNER INFO:
BLYTHE LANDING MINI STORAGE, LLC

REV	DESCRIPTION	DATE

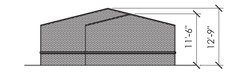
PROJECT NO. 16052
SCALE (U.N.O.) -
DATE 1.9.2017
DRAWN BY: JRB
PLAN NORTH

SHEET TITLE: ELEVATIONS

SHEET NO.: B-1

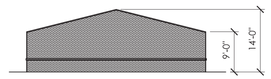


1 BUILDING 2 - INTERIOR SIDE ELEVATION
SCALE: 1/16" = 1'-0"

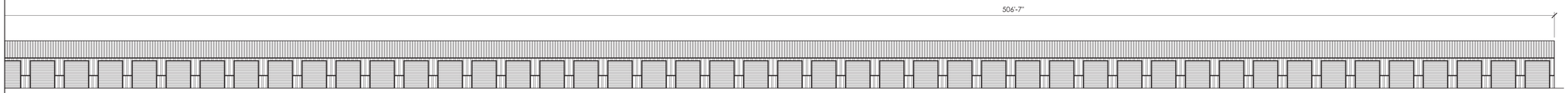


2 BUILDING 2 - INTERIOR FRONT/REAR
SCALE: 1/16" = 1'-0"

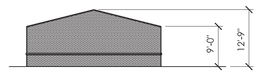
3 BUILDING 3 - INTERIOR SIDE ELEVATION
SCALE: 1/16" = 1'-0"



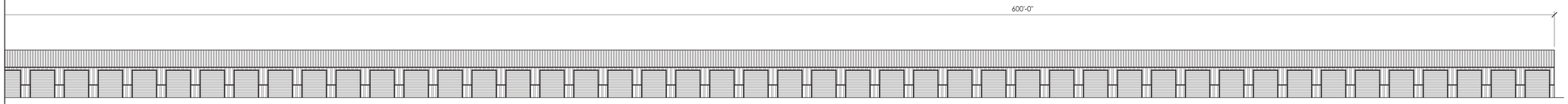
4 BUILDING 3 - INTERIOR FRONT/REAR
SCALE: 1/16" = 1'-0"



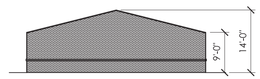
5 BUILDING 4 - INTERIOR SIDE ELEVATION
SCALE: 1/16" = 1'-0"



6 BUILDING 4 - INTERIOR FRONT/REAR
SCALE: 1/16" = 1'-0"

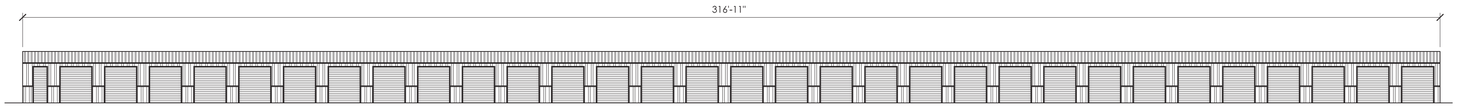


7 BUILDING 5 - INTERIOR SIDE ELEVATION
SCALE: 1/16" = 1'-0"

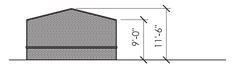


8 BUILDING 5 - INTERIOR FRONT/REAR
SCALE: 1/16" = 1'-0"

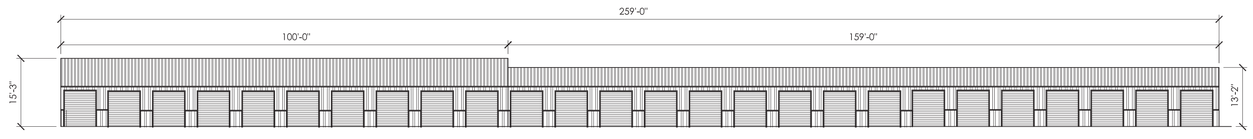
BUILDINGS 5 AND 7
WILL BE 12' MAX.
JAH-02/10/17



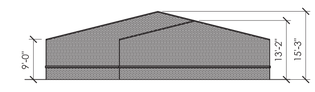
9 BUILDING 6 - INTERIOR SIDE ELEVATION
SCALE: 1/16" = 1'-0"



10 BUILDING 6 - INTERIOR FRONT/REAR
SCALE: 1/16" = 1'-0"



11 BUILDING 7 - INTERIOR SIDE ELEVATION
SCALE: 1/16" = 1'-0"



12 BUILDING 7 - INTERIOR FRONT/REAR
SCALE: 1/16" = 1'-0"

JAMES R. BASINGER, PE
545 PLEASANT VILLAGE LN.
CHINA GROVE, N.C. 28023
704.796.1445 (mobile)
704.973.9413 (fax)
Basinger Design Co.
engineering | design | consulting

SEAL

PRELIMINARY
FOR ZONING
APPROVAL

PROJECT INFO:
BROWN MILL RD.
SELF STORAGE
TOWN OF HUNTERSVILLE, MECKLENBURG CO., NC
FOR PARCEL NO. 00902202

OWNER INFO:
BLYTHE LANDING MINI STORAGE, LLC

REV	DESCRIPTION	DATE

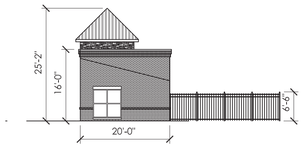
PROJECT NO.: 16052
SCALE (U.N.O.): -
DATE: 1.9.2017
DRAWN BY: JRB

PLAN NORTH

SHEET TITLE:
ELEVATIONS

SHEET NO.:
B-2

1 BUILDING 1 - BROWN MILL ROAD FRONT
SCALE: 3/16" = 1'-0"



2 BUILDING 1 - WEST ELEVATION
SCALE: 3/16" = 1'-0"

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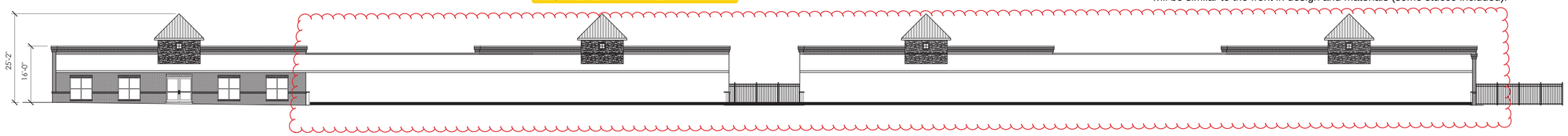
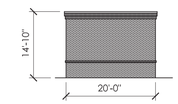
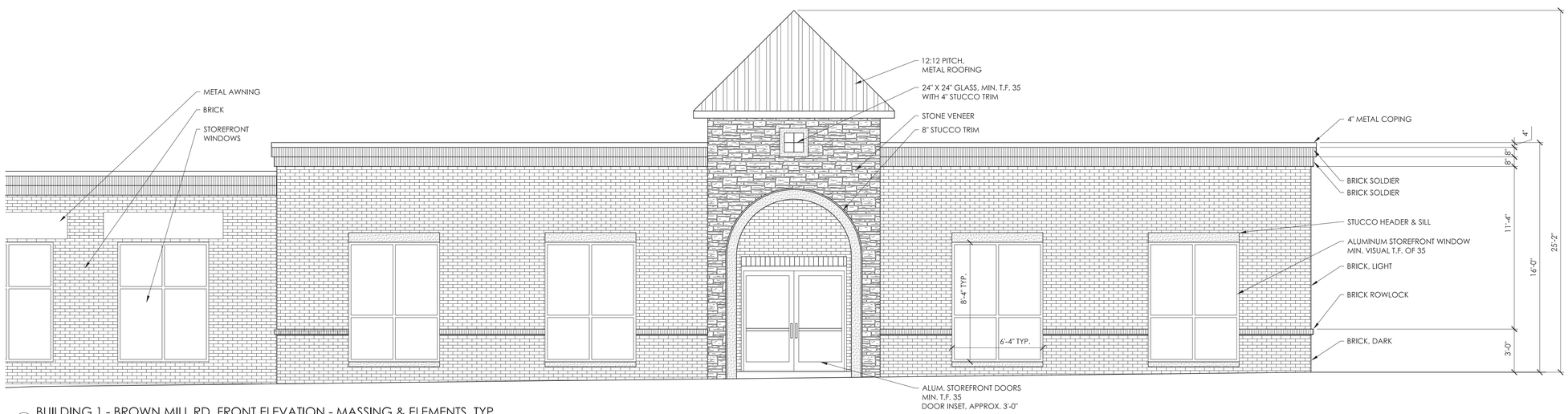


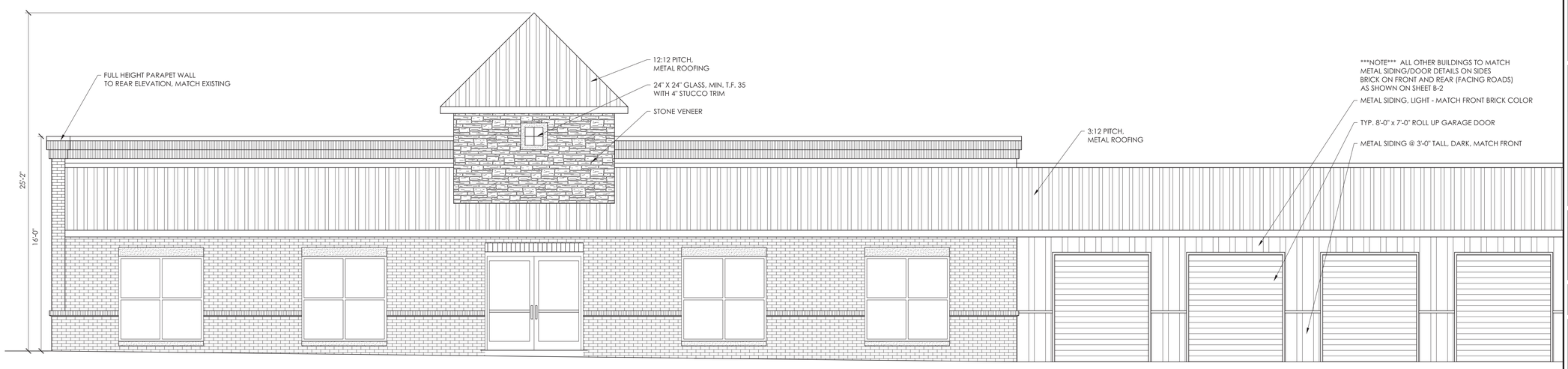
3 BUILDING 1 - INTERIOR REAR ELEVATION
SCALE: 3/16" = 1'-0"



4 BUILDING 1 - EAST ELEVATION
SCALE: 3/16" = 1'-0"



5 BUILDING 1 - BROWN MILL RD. FRONT ELEVATION - MASSING & ELEMENTS, TYP.
SCALE: 1/4" = 1'-0"



6 BUILDING 1 - INTERIOR REAR ELEVATION - MASSING & ELEMENTS, TYP.
SCALE: 1/4" = 1'-0"

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PROJECT NO. 16052
SCALE (U.N.O.) -
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DRAWN BY: JRB
PLAN NORTH

SHEET TITLE: ELEVATIONS

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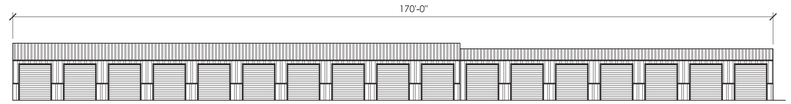
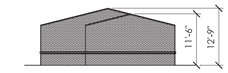
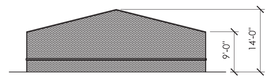


1 BUILDING 2 - INTERIOR SIDE ELEVATION
SCALE: 1/16" = 1'-0"

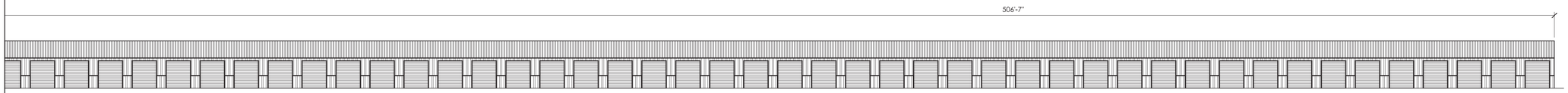


2 BUILDING 2 - INTERIOR FRONT/REAR
SCALE: 1/16" = 1'-0"

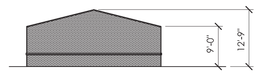
3 BUILDING 3 - INTERIOR SIDE ELEVATION
SCALE: 1/16" = 1'-0"



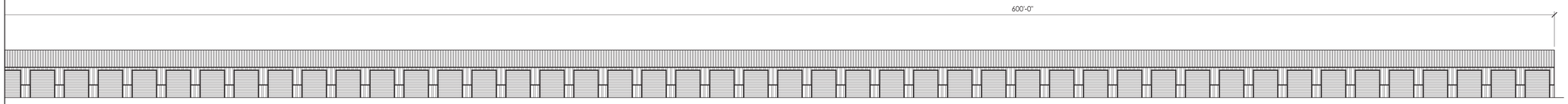
4 BUILDING 3 - INTERIOR FRONT/REAR
SCALE: 1/16" = 1'-0"



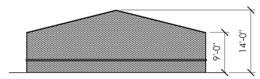
5 BUILDING 4 - INTERIOR SIDE ELEVATION
SCALE: 1/16" = 1'-0"



6 BUILDING 4 - INTERIOR FRONT/REAR
SCALE: 1/16" = 1'-0"

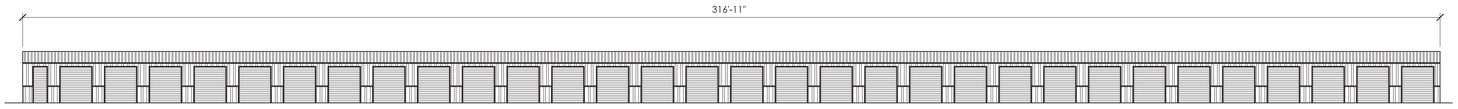


7 BUILDING 5 - INTERIOR SIDE ELEVATION
SCALE: 1/16" = 1'-0"

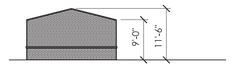


8 BUILDING 5 - INTERIOR FRONT/REAR
SCALE: 1/16" = 1'-0"

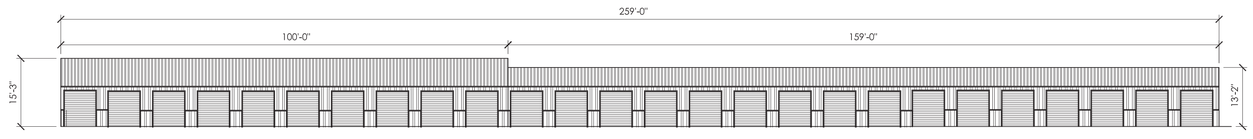
BUILDINGS 5 AND 6
WILL BE 12' MAX.
JAH-02/10/17



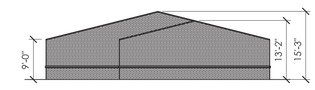
9 BUILDING 6 - INTERIOR SIDE ELEVATION
SCALE: 1/16" = 1'-0"



10 BUILDING 6 - INTERIOR FRONT/REAR
SCALE: 1/16" = 1'-0"



11 BUILDING 7 - INTERIOR SIDE ELEVATION
SCALE: 1/16" = 1'-0"



12 BUILDING 7 - INTERIOR FRONT/REAR
SCALE: 1/16" = 1'-0"

JAMES R. BASINGER, PE
545 PLEASANT VILLAGE LN.
CHINA GROVE, N.C. 28023
704.796.1445 (mobile)
704.973.9413 (fax)
Basinger Design Co.
engineering | design | consulting

SEAL

PRELIMINARY
FOR ZONING
APPROVAL

PROJECT INFO:
BROWN MILL RD.
SELF STORAGE
TOWN OF HUNTERSVILLE, MECKLENBURG CO., NC
FOR PARCEL NO. 00902202

OWNER INFO:
BLYTHE LANDING MINI STORAGE, LLC

REV	DESCRIPTION	DATE

PROJECT NO.: 16052
SCALE (U.N.O.): -
DATE: 1.9.2017
DRAWN BY: JRB
PLAN NORTH

SHEET TITLE:
ELEVATIONS

SHEET NO.:
B-2

Northwest Huntersville Transportation Study

Vance Rd Ext. & NC Hwy. 73

Mecklenburg-Union MPO

September 21, 2011

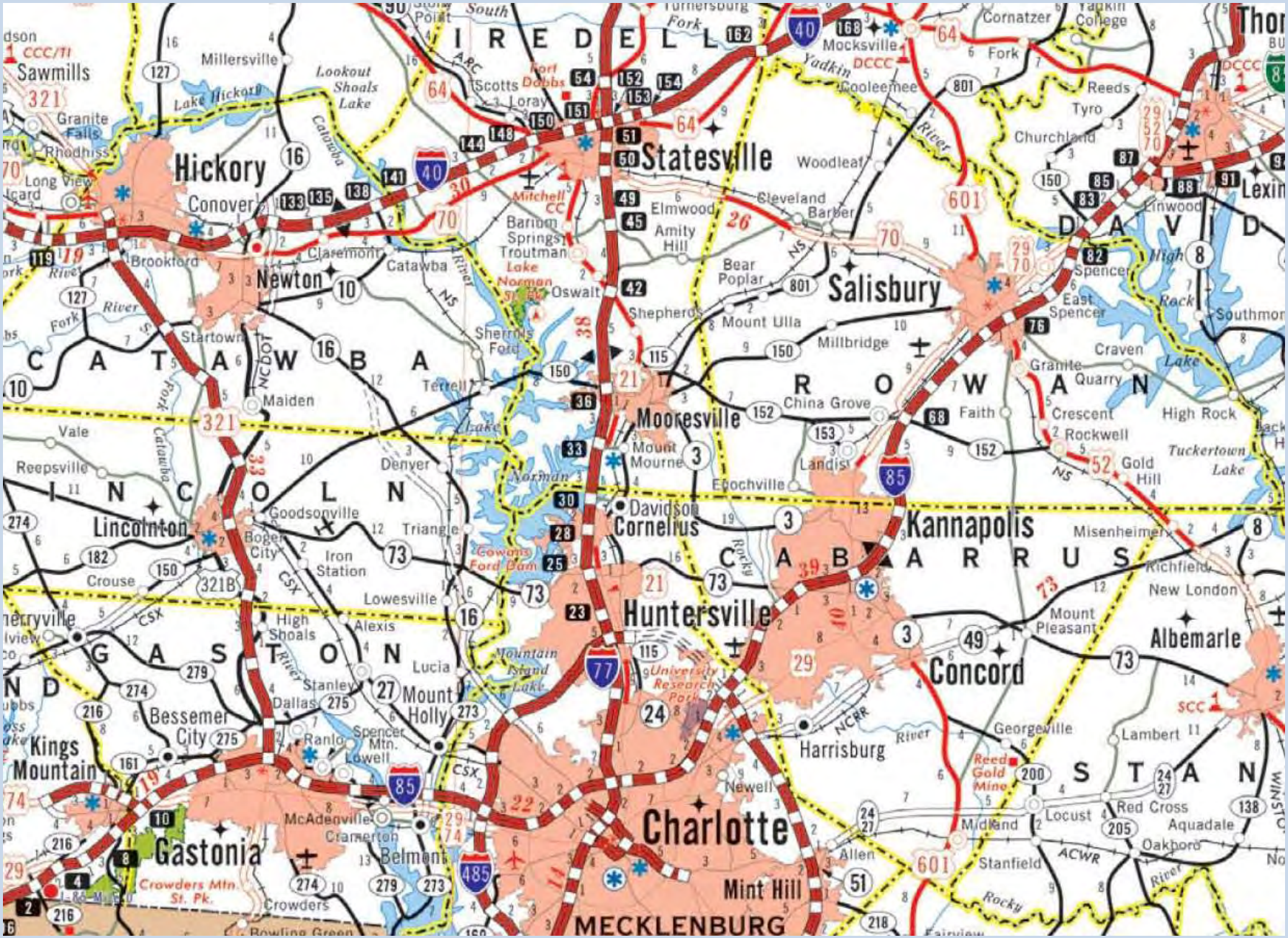
Tonight's Presentation

- Metropolitan area context
- Thoroughfare Plan evolution
- Other studies
- Current NW Huntersville Transportation Study
- NC 73/Vance Road Ext interaction
- Options for NC 73 and Vance Rd Ext
- Decision process & recommendations

Before the Lake

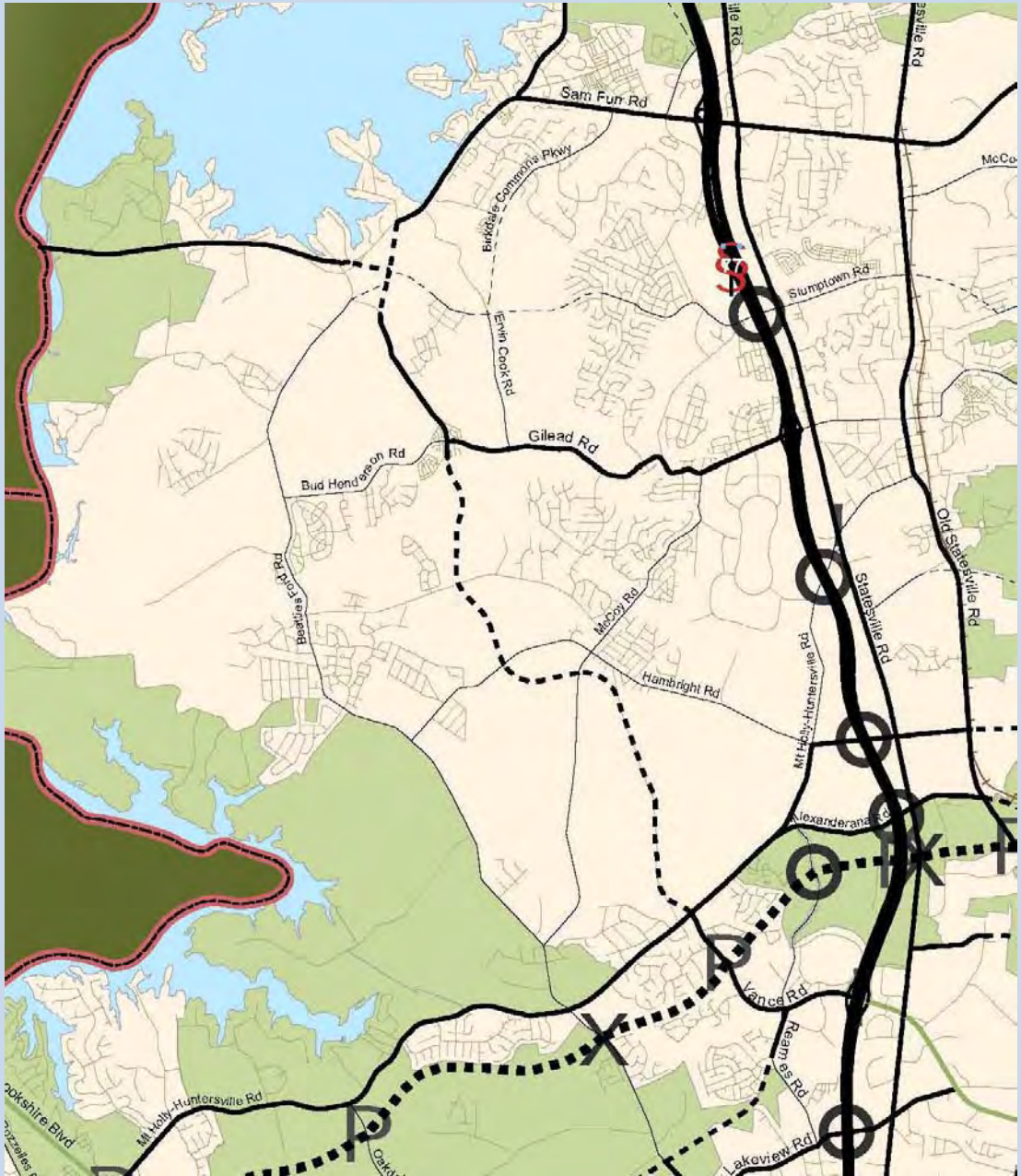
Charlotte Observer
1960

NC 73 Regional Context



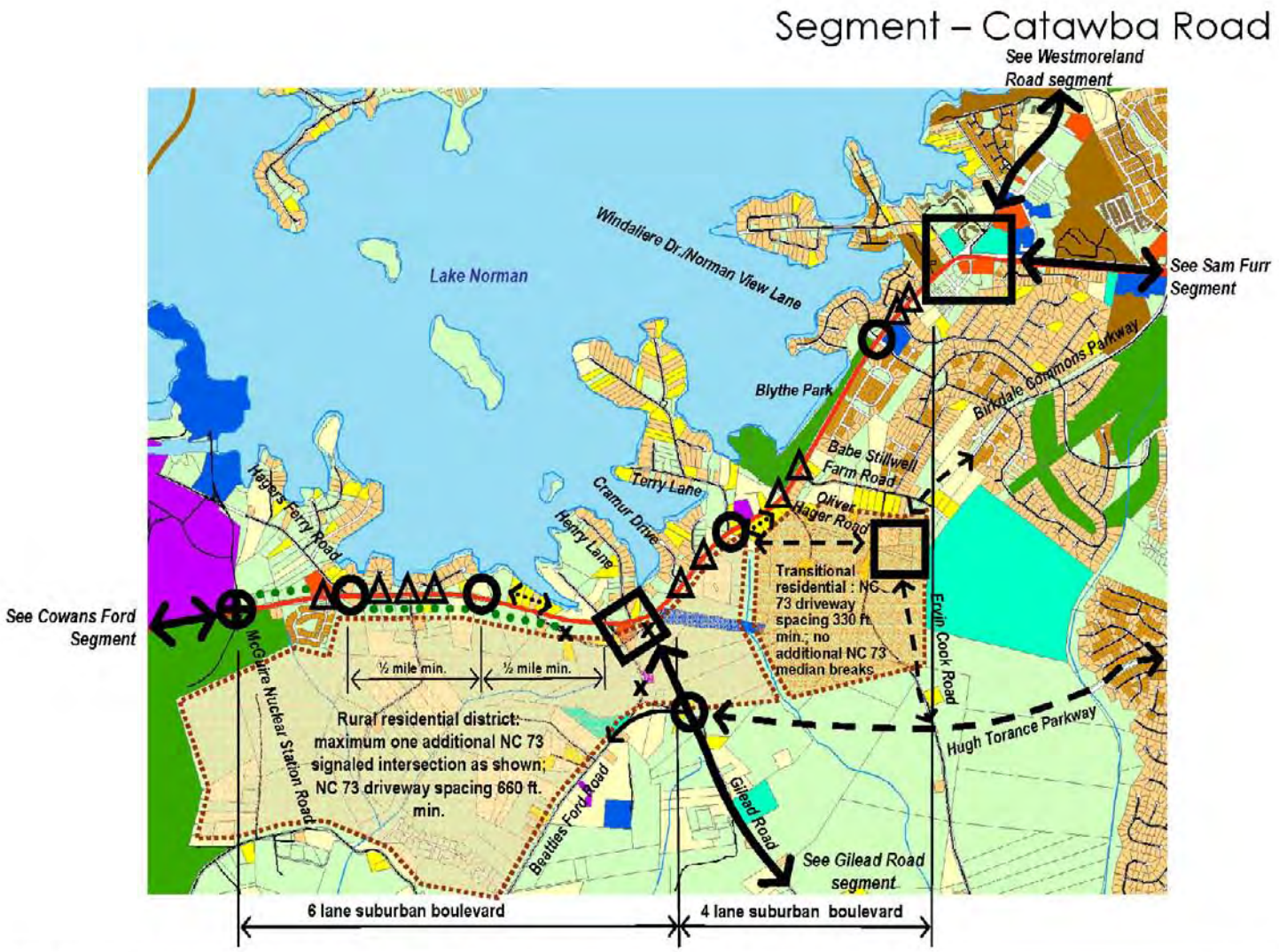
1988- Vance Rd Ext added to Thoroughfare Plan

Current Thoroughfare Plan



Sept 2004, NC 73 Corridor Study

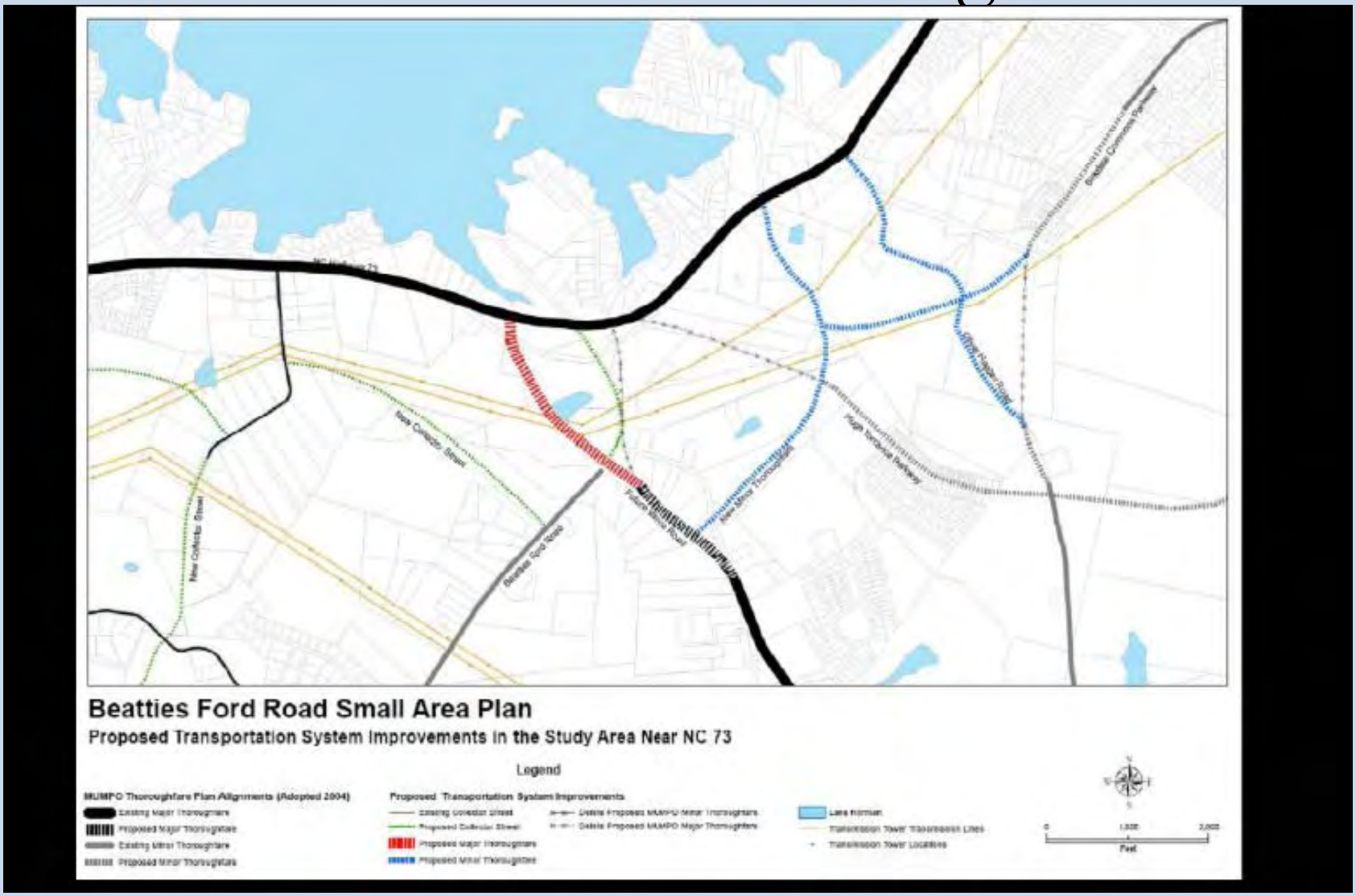
recommends alternate intersection



Suggested alternative intersection

Road Typologies – Dual Right/Left Turn Flyover Intersection

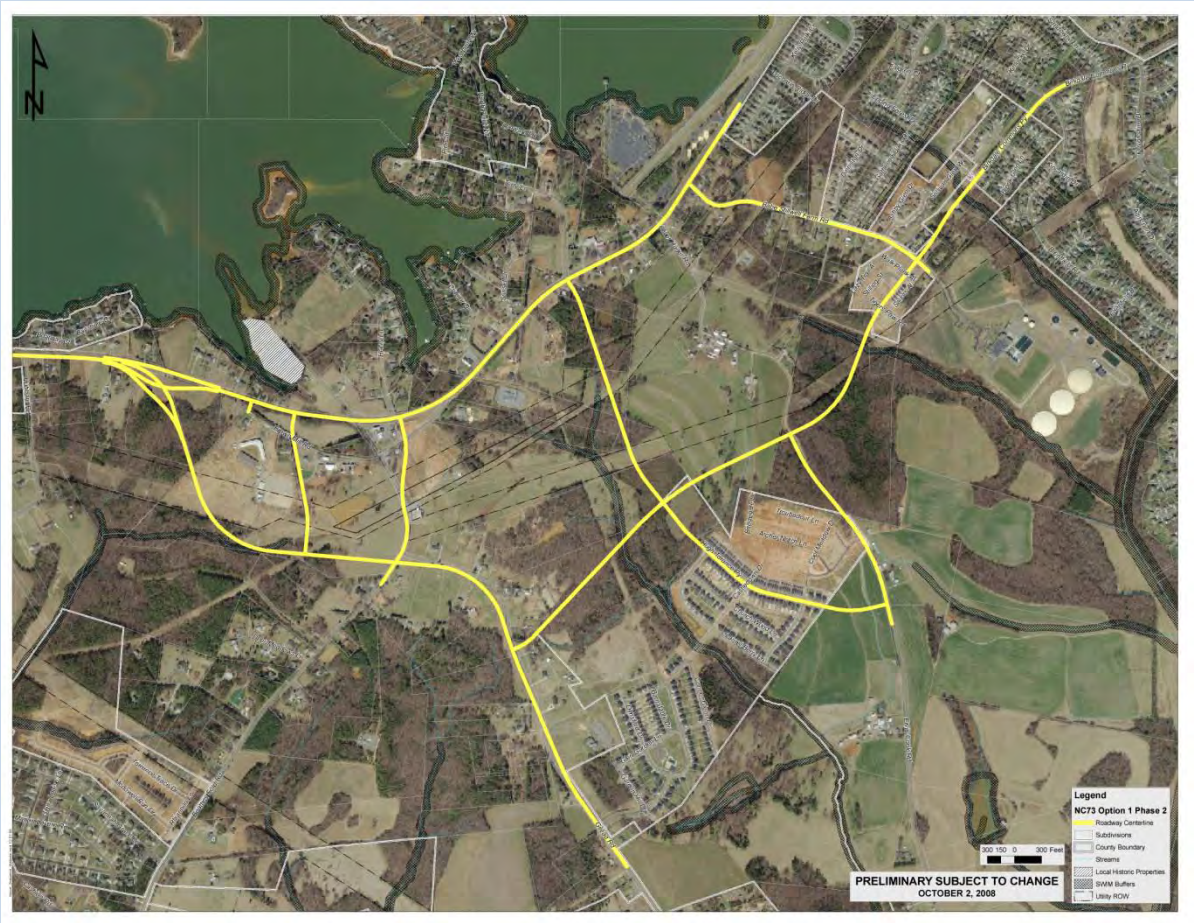
Sept 2007, Beatties Ford Rd SAP recommends new road alignments



Public Workshops

- December 2007, general area discussion
- April 2008, Option 1 displayed
- October 2008, Options 1,2, & 3 displayed
- May 2011, Options 1, 3 (revised), & 4 displayed

Northwest Huntersville Transportation Study



Option 1 - Phase 2

LAKE NORMAN
73
General Davidson Memorial (Historic Site)
Southlake Presbyterian Church
Hagers Ferry
Long-Hastings House
Lee Woods
Bay Shores
Blythe Homestead
Catawba Presbyterian Church Cemetery
Southlake Farm LLC
Gilead Volunteer Fire Dept.
Gilead A.R.P. Church
Caldwell School
Hunsucker Rd
Poplar Tent Rd
Bethel Church Rd
Gilead Rd
Caldwell Rd
Bethel Church Rd
48,100
23,200
23,200
26,100
24,900
10,800
25,100
28,800
9,300
200
MERGE
DIVERGE
LOS C(D)
LOS D(C)
LOS D(C)
LOS C(C)
LOS C(B)
LOS F(F)
LOS D(D)
LOS C(D)
STOP
Legend
Option 1 Phase 2
Concrete Island
Edge Of Pavement
Right Of Way
Travel Lane Divider
Roadway Centerline
Proposed Road Closure
Preliminary Study Corridor
Parcels
Signalized Intersection
Stop Controlled Intersection
Lane Geometry
Delete Proposed Minor Thoroughfare (MUMPO)
Proposed Minor Thoroughfare (MUMPO)
Utility ROW
Future Park
Refuge Area
Local Historic Properties
Streams
Ponds
Wetlands
SWIM Buffers
100 Year Floodplain
500 Year Floodplain

LAKE NORMAN
73
47,700
46,400
4,400
26,100
29,200
5,500
25,500
32,300
28,800
15,300
9,300
22,600
General Davidson Memorial (Historic Site)
Southlake Presbyterian Church
Hagers Ferry
Long-Hastings House
Lee Woods
Houser House
Catawba Presbyterian Church Cemetery
Southlake Farm LLC
Blythe Homestead
Gilead Volunteer Fire Dept
Gilead A.R.P. Church
Gilead School
Gilead Ridge
Meadowlake Presbyterian Church
Riverdale
Cashion Woods
LOS B(B)
LOS C(B)
LOS D(D)
Legend
Option 3
Concrete Island
Edge Of Pavement
Right Of Way
Travel Lane Divider
Roadway Centerline
Proposed Road Closure
Preliminary Study Corridor
Parcels
Signalized Intersection
Stop Controlled Intersection
Lane Geometry
Delete Proposed Minor Thoroughfare (MUMPO)
Proposed Minor Thoroughfare (MUMPO)
Existing Minor Thoroughfare
Proposed Collector Street (From Beatties Ford Road Small Area Plan)
10,000 2030 AADT Volumes
Level of Service A-C
Level of Service D
Level of Service E
Level of Service F
LOS X (X)
AM (PM) Peak Hour Level of Service
Utility ROW
Future Park
Refuge Area
Local Historic Properties
Streams
Ponds
Wetlands
SWIM Buffers
100 Year Floodplain
500 Year Floodplain
0 250 500 Feet
PRELIMINARY SUBJECT TO CHANGE OCTOBER 16, 2006

LAKE NORMAN
McGuire Nuclear Station
Duke Energy Facility
Cowans Ford Waterfowl Refuge
Note: Possible signal to be controlled by Duke Energy to facilitate commercial vehicle crossings.
General Davidson Memorial (Historic Site)
Davidson Presbyterian Church
Sky Chapel
Blythe Homestead
Helper Party
Long Hastings House
Lee Widows
Hunter Homes
Cannon Presbyterian Church Cemetery
Sod Make Paint LLC
Grand Volunteer Fire Dept
Grand A.M.E. Church
Grand School
MERGE
DIVERGE
LOS D(C)
LOS A(A)
LOS B(B)
LOS C(B)
LOS D(D)
LOS D(F)
LOS F(F)
LOS E(D)
47,700
22,800
23,200
24,900
25,100
26,100
29,300
16,300
9,300
2,800
800
600
200
73
Lincoln County
Mecklenburg County
Legend
Option 4
Concrete Island
Edge Of Pavement
Right Of Way
Travel Lane Divider
Roadway Centerline
Proposed Road Closure
Option 4 Study Corridor
Phase 2 Improvements
Parcels
Signalized Intersection
Stop Controlled Intersection
Lane Geometry
Delete Proposed Minor Thoroughfare (MUMPO)
Proposed Minor Thoroughfare (MUMPO)
Existing Minor Thoroughfare
Proposed Collector Street
Utility ROW
Future Park
Refuge Area
Local Historic Properties
Streams
Ponds
Wetlands
SWIM Buffers
100 Year Floodplain
500 Year Floodplain
Note: Date of Photography, Spring 2009.

Traditional Impact Measures

NW Huntersville Area Study

Impacts identified along NC 73 and west of Gilead and Beatties Ford Roads. All comparisons extend to the Catawba River.

Historic and Cultural Resources

	Method of Measurement	Option 1	Option 3 revised	Option 4
1. Historic Site (National Designation) (1)	Number affected	1 ?	0	0
2. Historic Sites (Local Designation)	Number affected	0	0	0
3. Cemeteries	Number affected	1	0	1
4. Churches or schools	Number affected	2(2)	0(2)	2(2)
5. Public Parks	Number affected	0	0	0
6. Fire Station	Number affected	0	1	0

Socio-Economic Factors

	Method of Measurement	Option 1	Option 3 revised	Option 4
1. Homes or (Businesses) Taken	Number in right-of-way	7 (2)	6 (0)	7 (2)
2. Homes or (Businesses) Affected (3)	Number within 100 feet	73 (5)	49 (4)	72 (4)

Socio-Economic Factors

	Method of Measurement	Option 1	Option 3 revised	Option 4
1. Construction Costs (4)	Dollars (million)	$25.6	$27.4	$35.3
2. R/W Costs (5)	Dollars (million)	$12.8	$9.9	$11.2
Total	Dollars (million)	$38.4	$37.3	$46.5

Updated August 22, 2011

(1) Historical Architectural Resources Report has not been completed for this project. Impacts are based on known locations identified by Town Staff. Houser House suspected as potential site.
(2) No structures will be impacted. Only land along road frontage.
(3) Includes all structures impacted by the widening of existing NC 73 (required under any alternative), the new roadways related to the Vance Road connection to NC 73, or the new NC 73 alignments.
(4) Estimate is for comparison purposes only. Variance of estimates for each option are as follows:
   a. Option 1 - $18 - $39 million
   b. Option 3 revised - $20 - $41 million
   c. Option 4 - $25 - $53 million
(5) Estimate utilized LRTP right-of-way estimate methodology and is based on GIS data. Values used were: Commercial - $150k / acre, Industrial - $395k / acre, Office - $160k / acre, Residential - $190k / acre.

Decision Analysis Model

Decision analysis is a formal, quantitative approach for evaluating and comparing the alternatives to a decision

- Developed initially at Harvard and Stanford in 1960's.
- Currently taught in most graduate school business programs.
- Used widely by businesses, especially energy, pharma, and tech industries, mostly for evaluating major capital investments.
- Also used in government sector, especially by federal agencies for facilitating and defending large-scale, controversial decisions.

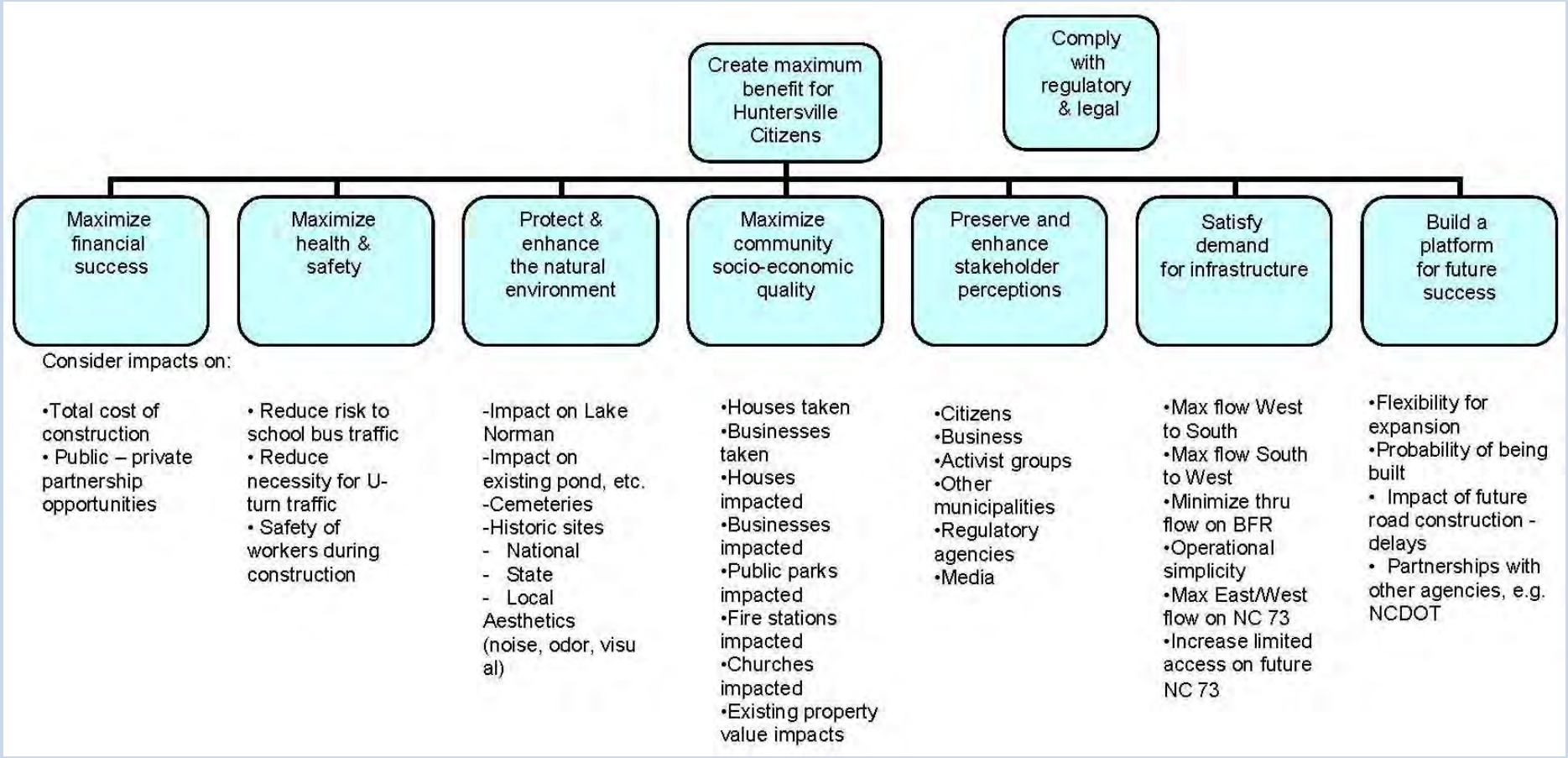
Source: Lenny Cook

The philosophy underlying the approach

- Resources are insufficient to implement construction of a transportation project now.
- The value of each project option is determined by the degree to which it contributes to the achievement of objectives.
- Objectives can be identified.
- The degree to which projects are likely to achieve objectives can be estimated.

Source: Lenny Cook

Objectives Hierarchy



Created by Huntersville Planning Board with input from staff

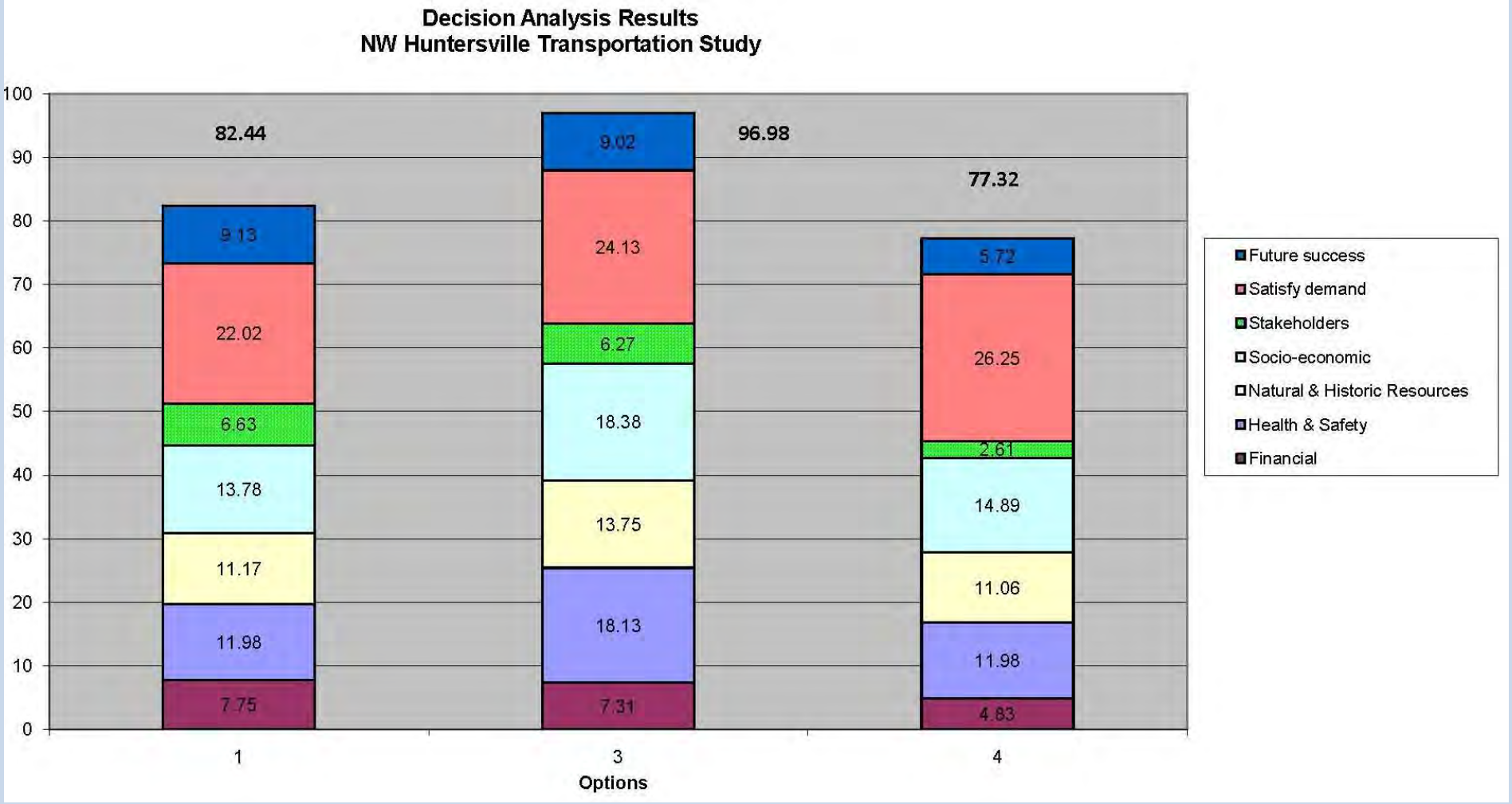
Decision Matrix Evolution

- Planning Board determined components to evaluate under each objective, staff feedback altered them somewhat
- Planning Board assigned weights to each objective
- Staff determined relative importance of each component within each objective (scaling)
- Staff assigned values to each component for each option
- Math takes over to adjust for # of components in each objective, then assigns weights to "normalized" results
- Total scores are then displayed for use

Decision Analysis Model
NW Huntersville Transportation Study - 2011 Update

Note: Range of points = 0 to 5 (higher = better)

Catagories and Factors affecting decision	Scaling Factor	Option 1 Value	Option 1 Points	Option 1 Scaled	Option 1 Normal	Option 3 Value	Option 3 Points	Option 3 Scaled	Option 3 Normal	Option 4 Value	Option 4 Points	Option 4 Scaled	Option 4 Normal	Category Weight	Weighted Results 1	Weighted Results 3	Weighted Results 4	Method of Measurement
Financial																		
Total costs (+ or - 25%)	10	38.4	5	50	94.34	37.3	5	50	94.34	46.5	3	30	56.60					Projected cost in $ Million
Public private partnership opportunities	3		1	3	5.66		0	0	0.00		1	3	5.66					Compare likelihood of partnership
	Total			53	100.00			50	94.34			33	62.26	7.75%	7.75	7.31	4.83	
Maximize Health and Safety																		
Reduces risk to school traffic	2		1	2	3.57		3	6	10.71		2	4	7.14					Impact on school related traffic
~~Reduces necessity for U-turn traffic~~																		
Safety of Workers during construction	1		1	1	1.79		2	2	3.57		1	1	1.79					Traffic conditions during construction
Affect on McGuire Evacuation *	4		1	4	7.14		2	8	14.29		3	12	21.43					
Minimize Conflict Points *	10		3	30	53.57		4	40	71.43		2	20	35.71					Conflict counts
	Total			37	66.07			56	100.00			37	66.07	18.13%	11.98	18.13	11.98	
Protect Natural & Historic Resources																		
Impact of construction on Mt. Is. Lake *	10		4	40	16.00		2	20	8.00		2	20	8.00					Linear disturbance
Impact of construction on Lake Norman	8		2	16	6.40		5	40	16.00		3	24	9.60					Linear disturbance
Impact to existing ponds, streams, wetlands	8		3	24	9.60		3	24	9.60		2	16	6.40					Experience (3 must move off SWIM)
Aesthetics (odors, noise, visual)	2		2	4	1.60		3	6	2.40		1	2	0.80					Noise and visual impact
Historic Site impact - National designation	10		3	30	12.00		5	50	20.00		5	50	20.00					Number within 100 Feet of facility
Historic Site impact - State designation	8		5	40	16.00		5	40	16.00		5	40	16.00					Number within 100 Feet of facility
Historic Site impact - Local designation	7		5	35	14.00		5	35	14.00		5	35	14.00					Number within 100 Feet of facility
Cemeteries impacted	7		2	14	5.60		5	35	14.00		2	14	5.60					Impact on funerals
	Total			203	81.20			250	100.00			201	80.40	13.75%	11.17	13.75	11.06	
Maximize Socio-economic Quality																		
Houses taken	10	7	2	20	8.62	6	3	30	12.93	7	2	20	8.62					Number in R/W
Businesses taken	10	2	2	20	8.62		5	50	21.55	2	2	20	8.62					Number in R/W
Houses impacted	8		2	16	6.90		4	32	13.79		2	16	6.90					Number negatively impacted
Businesses impacted	8		2	16	6.90		3	24	10.34		3	24	10.34					Number negatively impacted
Public Parks impacted	10		5	50	21.55		5	50	21.55		5	50	21.55					Number negatively impacted
Fire stations or other public facilities taken	8		5	40	17.24	1	0	0	0.00		5	40	17.24					Number negatively impacted
Institutions impacted (churches, schools)	8	2	1	8	3.45		5	40	17.24	2	2	16	6.90					Negative impact of widening (# of lanes)
Existing property value impacts	2		2	4	1.72		3	6	2.59		1	2	0.86					Subjective
	Total			174	75.00			232	100.00			188	81.03	18.38%	13.78	18.38	14.89	
Preserve Stakeholder Perceptions																		
Citizens	7		3	21	22.34		4	28	29.79		1	7	7.45					Public hearing and workshop comments
Business/Non-residential	7		4	28	29.79		3	21	22.34		1	7	7.45					Comments received
Activist Groups	3		2	6	6.38		3	9	9.57		0	0	0.00					Based on emails & other communication
Other Municipalities	5		3	15	15.96		3	15	15.96		3	15	15.96					Subjective
Regulatory Agencies	8		3	24	25.53		2	16	17.02		1	8	8.51					LEDPA & area disturbed
~~Media~~																		
	Total			94	100.00			89	94.68			37	39.36	6.63%	6.63	6.27	2.61	
Satisfy Infrastructure Demand																		
Provides maximum flow from West to South	8		4	32	17.20		2	16	8.60		4	32	17.20					Number of turns required
Provides maximum flow from South to West	8		3	24	12.90		2	16	8.60		4	32	17.20					Number of turns required
Minimizes thru traffic on minor road (BFR)	7		2	14	7.53		3	21	11.29		2	14	7.53					Number of turns required
Provides driving operational simplicity	4		3	12	6.45		2	8	4.30		4	16	8.60					Subjective
Provides maximum East/West flow on NC 73	10		3	30	16.13		2	20	10.75		3	30	16.13					# of signals & volumes at signals
Increases limited access on NC 73	6		1	6	3.23		3	18	9.68		1	6	3.23					Improves access management
Impact on the bicyclist *	8		1	8	4.30		4	32	17.20		2	16	8.60					Improve existing road for bikes vs. volume
Impact on the pedestrian *	5		2	10	5.38		4	20	10.75		2	10	5.38					Pedestrian/Vehicle compatability
Average LOS on key intersections *	10		2	20	10.75		2	20	10.75		3	30	16.13					Average of numerical equivalents
	Total			156	83.87			171	91.94			186	100.00	26.25%	22.02	24.13	26.25	
Platform for Future Success																		
Flexibility for Expansion	7		2	14	16.87		4	28	33.73		3	21	25.30					Based on R-O-W availability
Probability of road system being built	9		3	27	32.53		2	18	21.69		1	9	10.84					Based on experience
Impact of future road construction - delays	2		2	4	4.82		4	8	9.64		2	4	4.82					Based on experience
Further the adopted land use goals *	10		3	30	36.14		2	20	24.10		1	10	12.05					BFRSAP,NC73 Corr. Pln, H Comm Pln
Partnerships with other agencies (e.g., DOT)	4		2	8	9.64		2	8	9.64		2	8	9.64					Based on experience
	Total			83	100.00			82	98.80			52	62.65	9.13%	9.13	9.02	5.72	
														100.00%				
Sum of weighted results >>>>>>>>>>															**82.44**	**96.98**	**77.32**	


Decision Analysis Results
NW Huntersville Transportation Study
100
90
80
70
60
50
40
30
20
10
0
82.44
9.13
22.02
6.63
13.78
11.17
11.98
7.75
96.98
9.02
24.13
6.27
18.38
13.75
18.13
7.31
77.32
5.72
26.25
2.61
14.89
11.06
11.98
4.83
1
3
4
Options
Future success
Satisfy demand
Stakeholders
Socio-economic
Natural & Historic Resources
Health & Safety
Financial

Huntersville Planning Board Recommendation

On 8/23/11, the Huntersville Planning Board voted 8 to 0 with one abstention to:

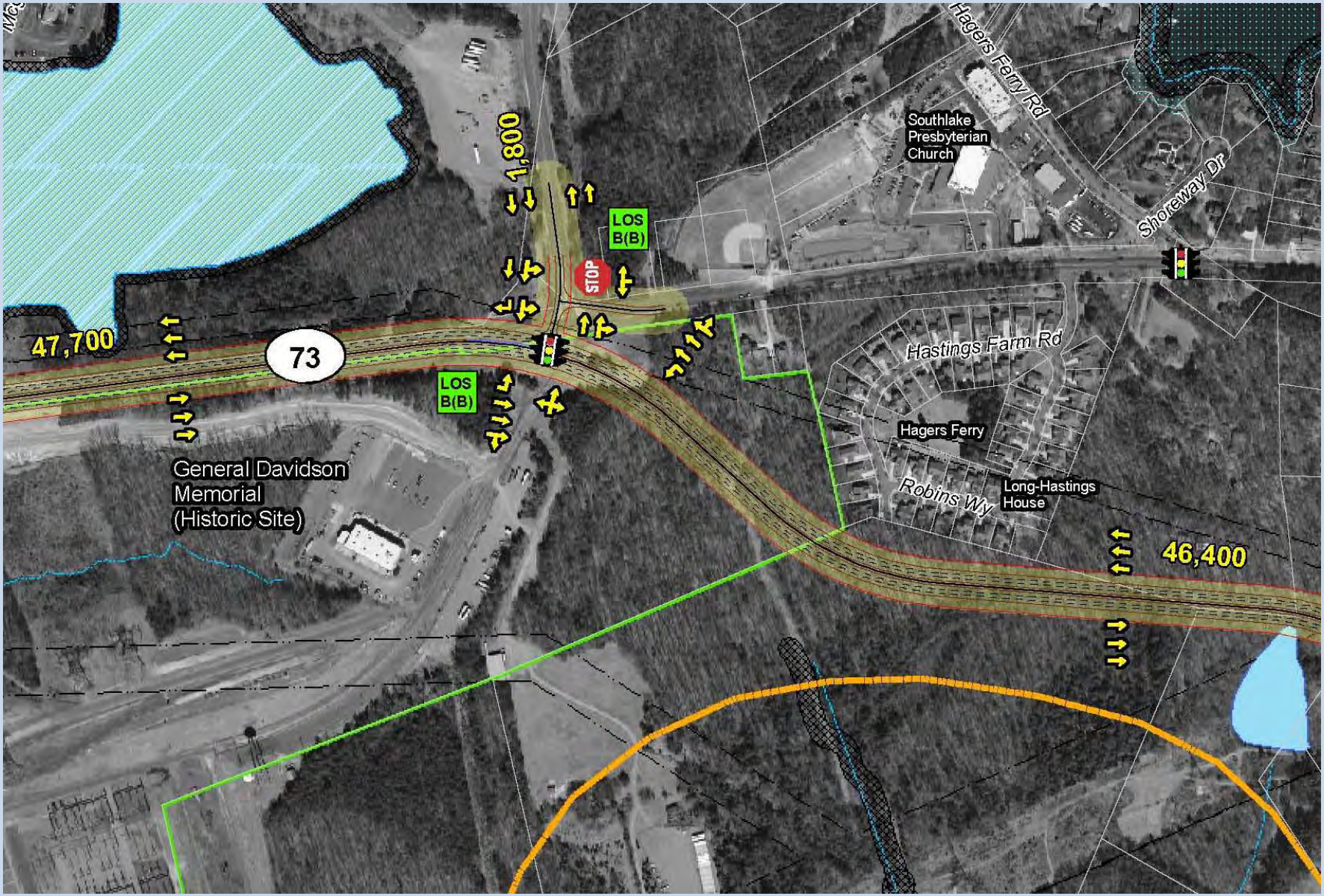
Accept the validity of the decision analysis process and recommend its results to the Huntersville Town Board.

The net result of that is to recommend Opt. 3

Remaining Option 3 Issues

- Western terminus at entrance to McGuire Nuclear Station, how to connect old NC 73

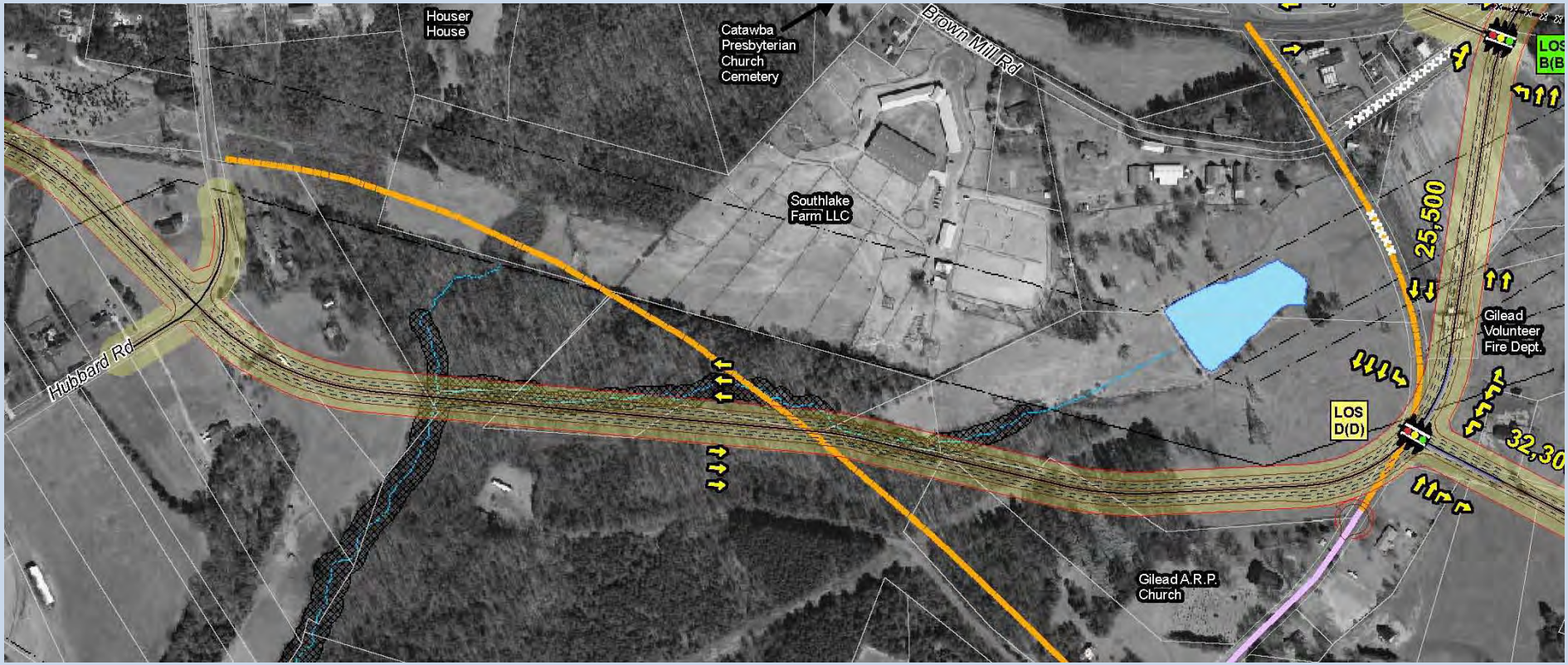
Opt. 3 @ McGuire Entrance



Remaining Option 3 Issues

- Western terminus at entrance to McGuire Nuclear Station, how to connect old NC 73
- West of Vance Rd, need to shift alignment south off stream, create new Transco crossing

Opt. 3 west of Vance Rd Ext.



Remaining Option 3 Issues

- Western terminus at entrance to McGuire Nuclear Station, how to connect old NC 73
- West of Vance Rd, need to shift alignment south off stream, create new Transco crossing
- How to protect new alignment from access degradation especially opposite Vance Rd Ext.
- How to protect 150' of right of way
- Problem statement, aka purpose and need, for new alignment
- Need area plan for land between Lake Norman and new road
- CTP designation of remnant section of old NC 73

Mecklenburg-Union Technical Coordinating Committee 9/1/11

- Endorsed Opt. 3 in concept with modifications needed @ McGuire entrance and @ the stream and Transco pipeline crossing west of Vance Rd.
- Leave the "bypassed" section of NC 73 designated as a major thoroughfare
- Charged the TCC's CTP committee with discussion of r/w protection and access management issues

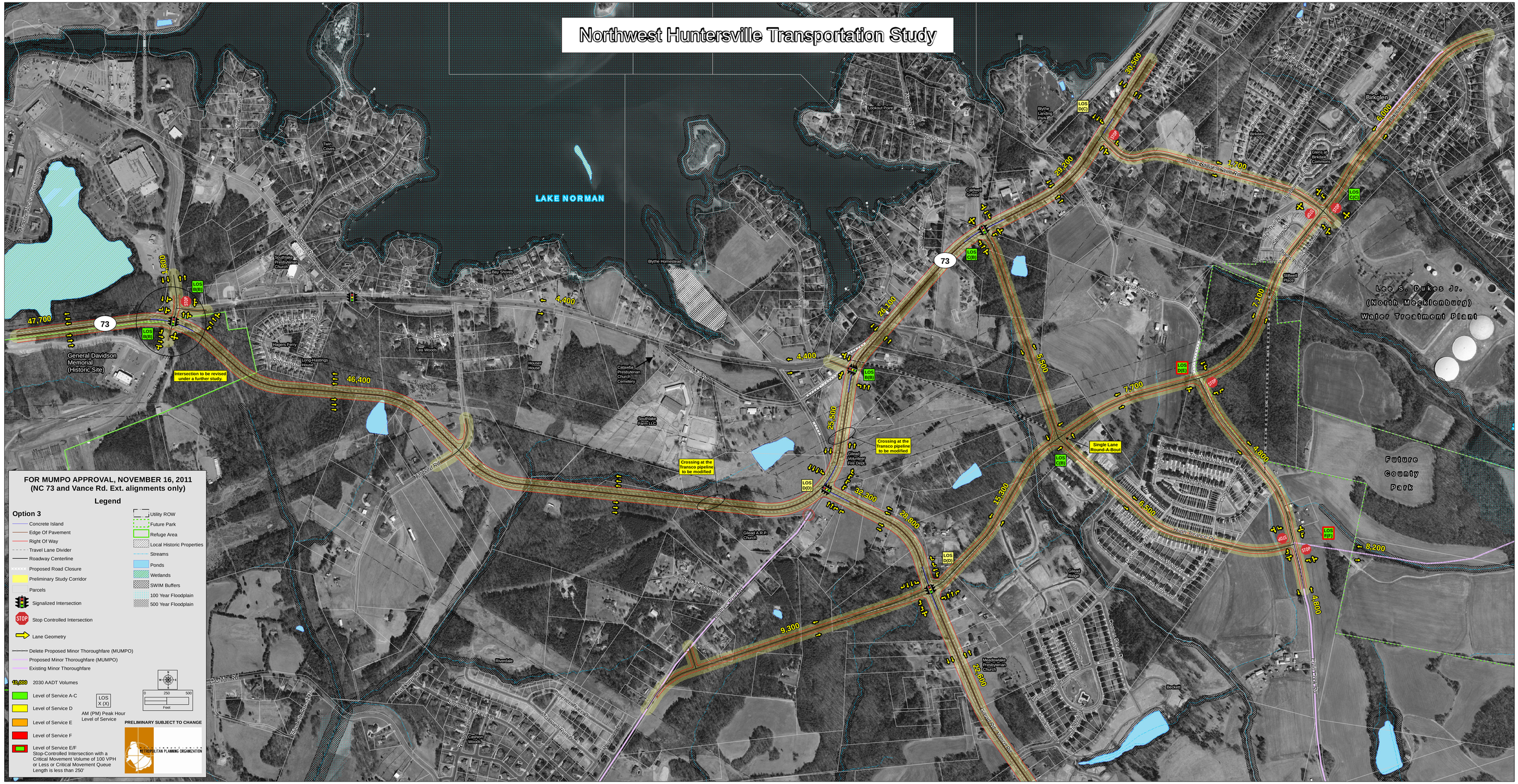
Additional TCC Actions

- Recommended that Town pursue an area plan to develop the public good in creating a new alignment and manage development pressures that will stem from the new road.
- Agreed that the area plan include details on Lake Norman Bike Route, NC Bike Route # 6, and Carolina Thread Trail
- Try and find a different option than the triple left turn lane intersection

Huntersville Recommendation

- On September 6, 2011, the Huntersville Board of Commissioners recommended adding to the Thoroughfare Plan the concept of Option 3 with future modifications as addressed by the TCC.

Northwest Huntersville Transportation Study


LAKE NORMAN
73
47,700
1,000
46,400
4,400
4,400
26,100
25,500
32,300
28,800
9,300
22,600
15,300
5,500
7,700
6,500
4,800
4,800
8,200
7,100
1,700
28,200
38,500
6,000
General Davidson Memorial (Historic Site)
Intersection to be revised under a further study.
Crossing at the Transco pipeline to be modified
Crossing at the Transco pipeline to be modified
Single Lane Round-A-Bout
Leo S. Dukes Jr. (North Mecklenburg) Water Treatment Plant
Future County Park
Birkglen
Blythe Homestead
Catawba Presbyterian Church Cemetery
Southlake Farm LLC
Gilead A.R.P. Church
Gilead Volunteer Fire Dept.
Southlake Presbyterian Church
Bay Shores
Hagers Ferry
Long-Hastings House
Les Woods
Houser House
Twin Coves
Lookout Point
Blythe Landing Park
Caldwell School
Birkdale
Riverdale
Meadowlake Presbyterian Church
Gilead Ridge
Beckett
Cashion Woods
Stillwell Place
Stillwell Place Commons
Birkdale Commons
Hunting Ridge Apts
Hunting Ridge Blvd
Gilead Ridge Dr
Gilead Ridge Apts
Gilead Ridge Blvd
Birkdale Village Dr
Birkdale Village Apts
Birkdale Village Blvd
Birkdale Village Place
Birkdale Village Ln
Birkdale Village Rd
Birkdale Village Way
Birkdale Village Ct
Birkdale Village Pl
Birkdale Village Cir
Birkdale Village Dr
Bailey Stillwell Gibbon Rd
Stillwell Place Dr
Stillwell Place Ln
Stillwell Place Ct
Stillwell Place Pl
Stillwell Place Cir
Stillwell Place Way
Stillwell Place Blvd
Stillwell Place Apts
Birkdale Commons Blvd
Birkdale Commons Dr
Birkdale Commons Ln
Birkdale Commons Pl
Birkdale Commons Cir
Birkdale Commons Way
Birkdale Commons Ct
Birkdale Commons Apts
Sam Furr Rd
Hunting Ridge Rd
Gilead Ridge Rd
Gilead Ridge Ln
Gilead Ridge Ct
Gilead Ridge Pl
Gilead Ridge Cir
Gilead Ridge Way
Gilead Ridge Blvd
Gilead Ridge Apts
Gilead Ridge Dr
Gilead Ridge Place
Gilead Ridge Lane
Gilead Ridge Court
Gilead Ridge Circle
Gilead Ridge Way
Gilead Ridge Boulevard
Gilead Ridge Apartments
Gilead Ridge Apartment
Gilead Ridge Apartments
Gilead Ridge Apartment
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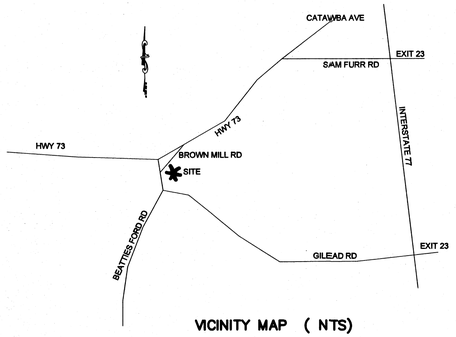
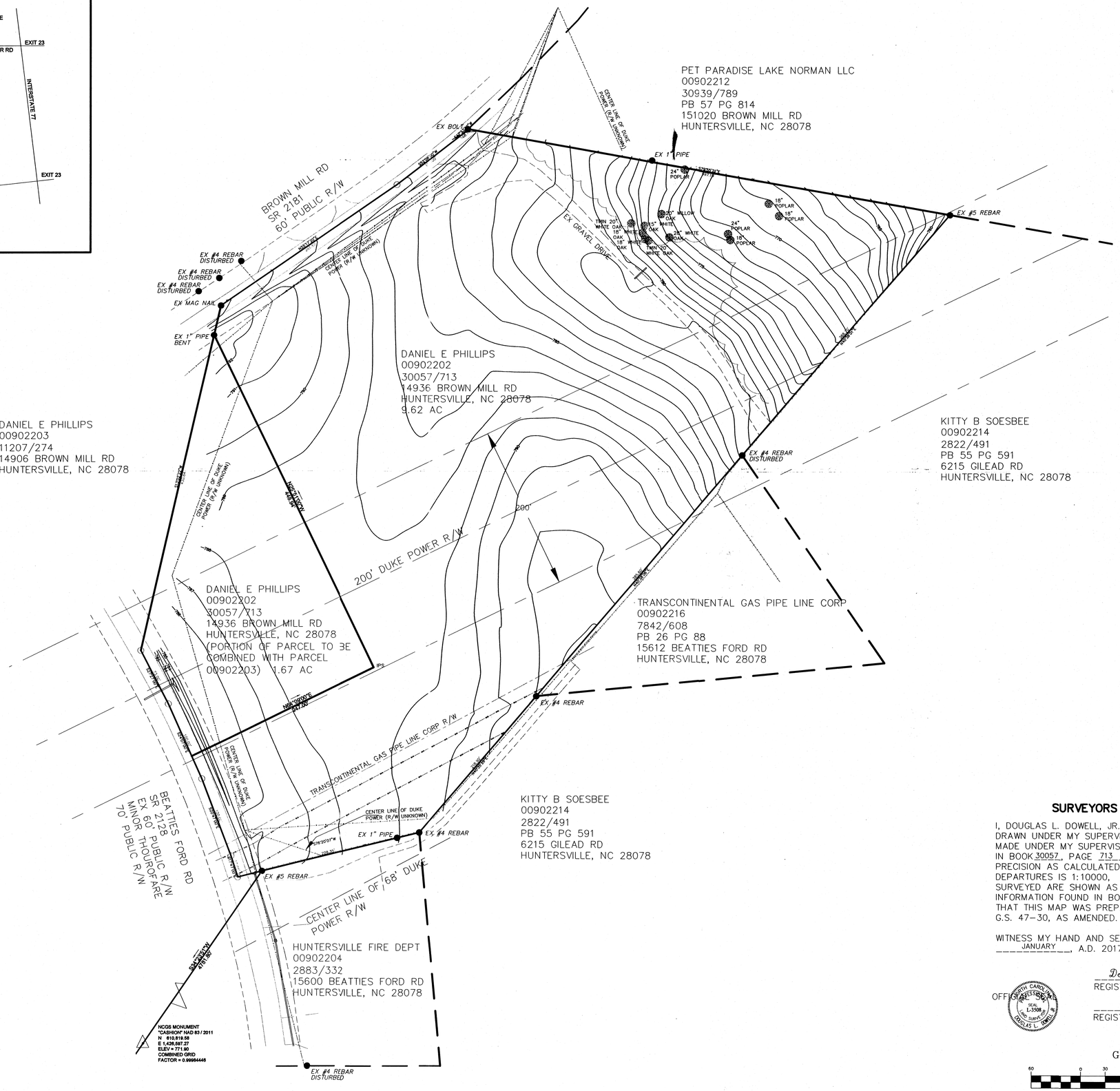
Gilead Ridge Apartment



VICINITY MAP (NTS)



SURVEYORS CERTIFICATION

I, DOUGLAS L. DOWELL, JR. CERTIFY THAT THIS MAP WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION DEED DESCRIPTION RECORDED IN BOOK 30057, PAGE 713 ___; THAT THE RATIO OF PRECISION AS CALCULATED BY LATITUDES AND DEPARTURES IS 1:10000, (THAT THE BOUNDARIES NOT SURVEYED ARE SHOWN AS BROKEN LINES PLOTTED FROM INFORMATION FOUND IN BOOK ____, PAGE _____); THAT THIS MAP WAS PREPARED IN accordance WITH G.S. 47-30, AS AMENDED.

WITNESS MY HAND AND SEAL THIS _4_____ DAY OF JANUARY, A.D. 2017.

OFFICIAL CAROLINA SURVEYOR SEAL L-3508 DOUGLAS L. DOWELL JR.

Douglas L Dowell Jr
REGISTERED LAND SURVEYORS

L-3508
REGISTRATION NUMBER

GRAPHIC SCALE

60 0 30 60 120 240

(IN FEET)
1 inch = 60 ft.

ENGINEER

SEAL

DRAWN BY: DLD

DATE PREPARED: JAN 4, 2017

REVISIONS
NO: 1
NO: 2
NO: 3
NO: 4

SHEET 1 OF 1

JOB NUMBER 16-1098

SCALE Horz: 1" = 60' Vert:

BOUNDARY TOPOGRAPHIC SURVEY OF BROWN MILL ROAD SELF STORAGE

TOWN OF HUNTERSVILLE, MECKLENBURG CO., NC

OWNER: BLYTHE LANDING MINI STORAGE LLC

DOWELL & CO., P.C.
Engineering • Surveying • Planning
344 Rolling Hill Road, Suite 101 • P.O. Box 954 • Mooresville, N.C. 28117
(704) 660-9697 (704) 664-5177 Fax
EMAIL: talon78966@aol.com C - 2177

Computer File: 16098 B WATSON

Corporate Headquarters
5130 University Boulevard West
Jacksonville, Florida 32216
Phone :: 904.363.3330
Fax :: 904.363.3314
www.petparadiseresort.com

January 10, 2017

Mr. Robert Watson
Blythe Landing Mini Storage

Re: Proposed Self-Storage Facility, Brown Mill Road and Beatties Ford Road, Huntersville, Mecklenburg County, North Carolina (Parcel ID No. 00902202) (the "**Project"**)

Dear Mr. Watson:

Pet Paradise-Lake Norman, LLC, a Florida limited liability company ("**Pet Paradise**"), is the owner of a valid and subsisting leasehold interest in the real property and improvements located at 15020 Brown Mill Road in Huntersville, North Carolina, and operates a pet boarding and daycare business at that location.

You have provided to us copies of the following plans prepared by HensonFoley, Inc. regarding the above-referenced Project (the "**Plans**"):

1. Zoning Site Plan dated December 12, 2016 (Sheet Z01, Project No. 216088); and

2. Zoning Storm Plan dated December 12, 2016 (Sheet Z02, Project No. 216088).

This letter is to advise you that Pet Paradise has no objection to construction of the Project in accordance with the Plans.

Sincerely yours,

PET PARADISE-LAKE NORMAN, LLC

By: American Pet Resort, LLC, its Manager

By: William L. Joel
William L. Joel, Senior Vice President

GILEAD RIDGE HOMEOWNERS ASSOC., INC

P O BOX 79032
CHARLOTTE NC 28271

EPCON HUNTERSVILLE LLC

500 STONEHENGE PKWY
DUBLIN OH 43017

BECKETT HOMEOWNERS ASSOCIATION OF

PO BOX 11906
CHARLOTTE NC 28220

Parcel ID 00102313
Ownership 1. COLEMAN, PAIGE K
2. CONTASTATHES, PETER J
Mailing Address 17229 PENNINGTON DR
HUNTERSVILLE NC 28078
Land Area 0.88 AC
Legal Desc L3 M50-165
Deed 29520-71

2. **Parcel ID** 00102316
Ownership 1. MORROW, MARTHA WOODSIDE
Mailing Address 117 WINGFIELD DR
UMATILLA FL 32784
Land Area 1.924 AC
Legal Desc NA
Deed 08080-103

3. **Parcel ID** 00902101
Ownership 1. GML VENTURES LLC,
Mailing Address 7450 E PROGRESS PL
GREENWOOD VILLAGE CO 80111
Land Area 1.103 AC
Legal Desc NA
Deed 30321-899

4. **Parcel ID** 00902102
Ownership 1. MDHB PROPERTIES LLC,
Mailing Address PO BOX 795
LINCOLNTON NC 28093
Land Area 1.773 AC
Legal Desc NA
Deed 29907-805

5. **Parcel ID** 00902105A
Ownership 1. C/O PENNINGTON &LOTT/, JOHN PILLER
2. CROWN ATLANTIC COMPANY LLC,
Mailing Address PMB 353 806285 4017 WASHINGTON RD
MCMURRAY PA 15317
Land Area 0.152 AC
Legal Desc M33-133
Deed 11268-610

6. **Parcel ID** 00902105B

Ownership 1. CROWN ATLANTIC CO LLC,

Mailing Address PMB 353 4017 WASHINGTON RD
MCMURRAY PA 15317

Land Area 0 AC

Legal Desc CELL TOWER

Deed NA

7. **Parcel ID** 00902202

Ownership 1. PHILLIPS, MADELINE
2. PHILLIPS, DANIEL E
3. HADDIX, HELGA

Mailing Address 14720 BROWNS MILL RD
HUNTERSVILLE NC 28078

Land Area 11.29 AC

Legal Desc NA

Deed 30057-713

8. **Parcel ID** 00902203

Ownership 1. PHILLIPS, MADELINE
2. HADDOX, J
3. PHILLIPS, DANIEL E

Mailing Address 14720 BROWNS MILL RD
HUNTERSVILLE NC 28078

Land Area 0.75 AC

Legal Desc NA

Deed 11207-274

9. **Parcel ID** 00902204

Ownership 1. HUNTERSVILLE FIRE DEPT INC,

Mailing Address 15600 BEATTIES FORD RD
HUNTERSVILLE NC 28078

Land Area 1 LT (1.082 GIS Acres)

Legal Desc NA

Deed 02883-332

10. **Parcel ID** 00902212

Ownership 1. PET PARADISE-LAKE RE LLC,

Mailing Address 5130 UNIVERSITY BOULEVARD W
JACKSONVILLE FL 32216

Land Area 11.236 AC

Legal Desc M57-814

Deed 30939-789

11. **Parcel ID** 00902214

Ownership 1. SOESBEE, KITTY B
2. SOESBEE, JAMES R

Mailing Address 6215 GILEAD RD
HUNTERSVILLE NC 28078

Land Area 20.271 AC

Legal Desc L1 M55-591 THRU 593

Deed 2822-491

12. **Parcel ID** 00902216

Ownership 1. TRANSCONTINENTAL GAS PIPE LINE, CORP

Mailing PO BOX 2400 MD 46-4

Address TULSA OK 74102
Land Area 1.307 AC
Legal Desc L1 M26-88
Deed 07842-608

13. **Parcel ID** 01313103
Ownership 1. PHILLIPS, DANIEL E (B/W)
2. PHILLIPS, MADELINE T
Mailing Address 14720 BROWNS MILL RD
HUNTERSVILLE NC 28078
Land Area 22.71 AC
Legal Desc NA
Deed 06780-074

14. **Parcel ID** 01313104
Ownership 1. PHILLIPS, DANIEL E
2. PHILLIPS, MADELINE T
Mailing Address 14720 BROWNS MILL RD
HUNTERSVILLE NC 28078
Land Area 15.3 AC
Legal Desc NA
Deed 06780-074

Mayor John Aneralla
15705 Framingham Lane
Huntersville, NC 28078
Phone: 704-895-0586
janeralla@huntersville.org

Commissioner Melinda Bales
15426 Ranson Road
Huntersville, NC 28078
Phone: (704) 728-9643
mbales@huntersville.org

Commissioner Dan Boone
317 Southland Road
Huntersville, NC 28078
Phone:: 704-948-1685
dboone@huntersville.org

Commissioner Mark Gibbons
13818 Bramborough Road
Huntersville, NC 28078
Phone**:** 704-948-5320
mgibbons@huntersville.org

Commissioner Charles Guignard
P.O. Box 1766 (201 Sherwood Drive)
Huntersville, NC 28070
Phone: 704-875-1407
cguignard@huntersville.org

Commissioner Rob Kidwell
7603 Rolling Meadows Ln
Huntersville, NC 28078
Phone: (704) 941-8250
rkidwell@huntersville.org

Commissioner Danny Phillips (Mayor Pro Tem)
14720 Brown Mill Road
Huntersville, NC 28078
Phone: (704) 622-2611
dphillips@huntersville.org

Hal Bankirer, Chairman	17206 Linksview Lane	hbankirer@aol.com
Jennifer Davis, Vice Chairman	7530 McIlwaine Road	jenniferdavis078@gmail.com
Catherine Graffy	15120 Pavilion Loop Drive	cgraffy@outlook.com
JoAnne Miller (ETJ Member)	13900 Asbury Chapel Road	joannebmiller@bellsouth.net
Adam Planty	12327 Cross Meadow Road	aplanty2@gmail.com
Joe Sailers	9332 Westminster Drive	jwscws@bellsouth.net
Ron Smith	15902 Gathering Oaks	ronsmith@celgard.com
Stephen Swanick	12903 Heath Grove Drive	stephen.swanick@gmail.com
Susan Thomas	10215 Lasaro Way	set0525@bellsouth.net

101 Huntersville-Concord Rd
Post Office Box 664
Huntersville, North Carolina 28070

(704) 875-6541
(704) 948-6020 - fax
e-mail

Greg Ferguson, Town Manager
e-mail

Gerry Vincent, Assistant Town Manager
e-mail

Janet Pierson, Town Clerk
e-mail

Brad Priest, Planning Department Project Coordinator

Date: 9-28-16 Time: 6:00 to 7:00 pm

Blythe Landing Storage
Neighborhood Meeting Report

Brad,
The following people attended the Blythe Landing Storage Neighborhood Meeting:

Kitty and James Soesbee
6215 Gilead Road
Huntersville, NC 28078

They like the project and would like to see some trees add around the property. Also, they didn't want their fence touched. They liked and welcomed the project.

Gilead Fire Department
Henry Cook

Want to make sure that the firetrucks line of site entering Beatties Ford Road was not obscured by any building or landscaping. No other concerns were expressed.

Williams Gas Pipeline (Tranco)
David Chastain 704-975-2635
Mike Fitzpatrick 704-975-2643
236 Transco Road
Mooresville, NC 28115

They were there to introduce themselves to the development group and explain the steps involved with locating the pipeline and row. No concerns were expressed.

Dan Boone
Town of Huntersville
Town Commissioner

Liked the project no other concerns were expressed.

Brad Priest
Town of Huntersville
Planning Department Project Coordinator

Blythe Landing Storage
Development Group

Robert Watson 704-827-1733
Kimberly Sailors 704-239-6268
Robbie Lowrance 704-575-4520

Focused Growth Corridors and Nodes: Future growth within the study area should be directed to areas with existing infrastructure capacity or locations where infrastructure extensions or improvements can be made most logically and economically. These locations include:

- Vance Road Corridor Extension
- Long Creek Community (as specified by the Beatties Ford / Mt. Holly-Huntersville Small Area Plan)
- NC 73 Corridor

Open Space Preservation: The character of the built environment and its relationship to the natural landscape forms the image and identity of Huntersville. The Town is at a critical juncture regarding the need to develop a Comprehensive Open Space and Protection Strategy. Growth within the study area is occurring at rapid levels. As land development continues to encroach on previously undeveloped land areas within the Beatties Ford Corridor Study Area, the supply of existing open space is reduced. This condition increases the need to preserve open space, while at the same time making open space protection more expensive due to rising land values resulting from this increased demand for land development.

Six of Mecklenburg County's fourteen nature preserves are located within the study area. Yet there is no strategic guidance for open space conservation on a regional level. The Open Space Framework and Implementation section of this report provides specific recommendations and approaches to this issue.

Mixed and Multiple Uses: A mixture of land uses, housing, jobs and incomes creates a more balanced community, reduces traffic and creates a better fiscal balance. Use of a village land use classification pattern that reduces reliance on the automobile by allowing a variety of land uses is also a valuable tool in promoting this type of community. The building blocks of a village are neighborhoods which incorporate housing, shops, employment, schools, parks and civic facilities essential to the daily life of residents.

New mixed-use retail and office centers should be located at the north (NC 73) and south (Mt. Holly - Huntersville Road) ends of the corridor in "hamlet" centers. A hamlet can be defined as a discernible place with a focal point and boundary that maintains and fosters primarily residential, institutional (i.e. places of worship, schools) or recreational activities. 50% or more of its land is dedicated to open space (either a preserve or reserve). It is organized in accordance with a pedestrian scale. Its boundary is typically an agricultural or natural area.

There are a number of uses that are compatible within the neighborhood core as permitted in the Town's Neighborhood Residential (NR) District zoning classification. To enhance these neighborhoods, a percentage of retail in the neighborhood core should be prescribed within the zoning code. Design elements and standards should also be established to ensure retail viability of the core.

Design elements should include:

- Architectural detailing of storefronts
  - Main street shops
  - On street parking
- Building heights two- four stories
- Streetscapes with human and architectural interest
- Mixed use: residential or office over retail
- Site planning for new commercial and mixed-use development is to employ a village-grid development pattern that can easily be adapted or transition between residential, open space, mixed-use and civic uses over time.
- Public/civic open space with green linkages to adjacent neighborhood and parks

Above: Sketch of the Holly Bend Plantation on Neck Road, on the National Register of Historic Places.

6.3.2 Architectural Framework for Community Design

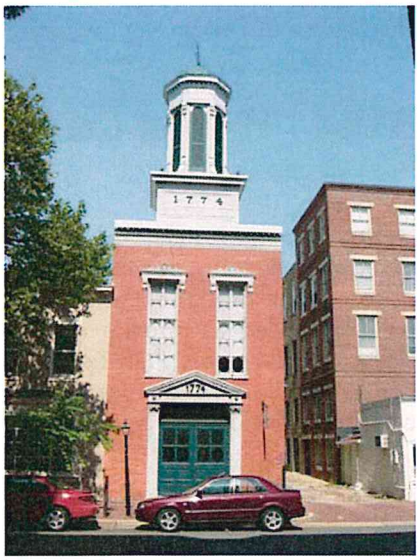
Design standards for commercial development are to reference the rural and historical features of the Beatties Ford Road Corridor. New commercial and civic structures are recommended to be composed of brick and employ Neoclassical/Palladian details in the style reminiscent of Federalist civic architecture, such as that of the historic churches in the area. Regional precedents of Federalist civic buildings (or older Georgian Colonial precedents) are to be found throughout Virginia and the Carolinas, and it is worth mentioning those structures that have been preserved in downtown Alexandria, Virginia, Old Salem in Winston-Salem, and Edenton, N.C. (a fine example is St. Paul's Episcopal Church in Edenton, the oldest brick church in use in North Carolina). The buildings defining the William J. Bowman Square in Vermillion are contemporary examples in Huntersville that incorporate references to Federalist architecture. The Hopewell Presbyterian Church will serve as the precedent for Federalist period architecture in the study area. Like many of the historic, rural homes in the area, this architecture emphasizes the human scale and exhibits stately restraint in building massing and in the handling of architectural elements and ornamental details.

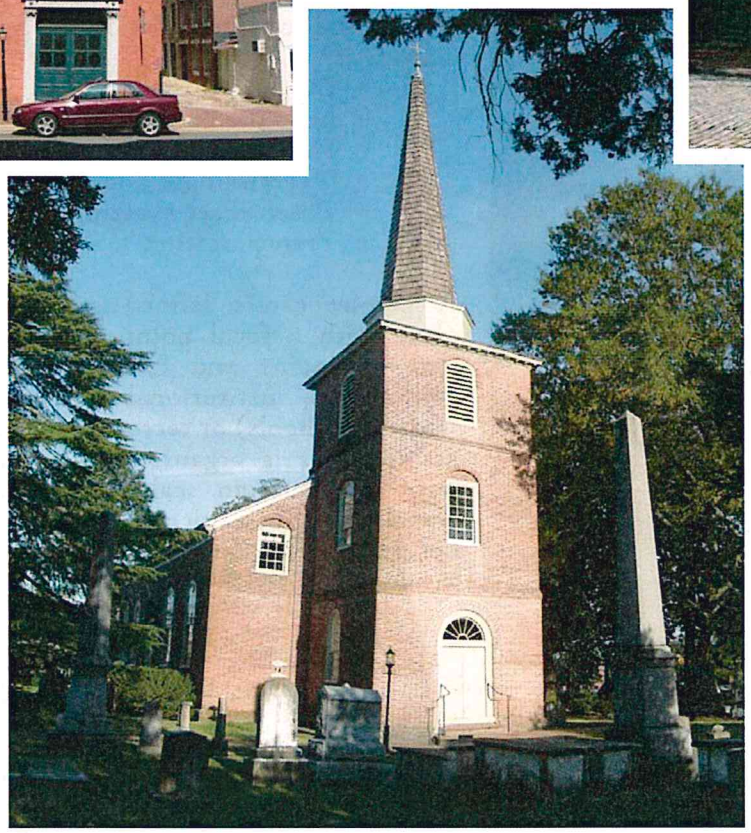
In order to honor the historic heritage of the Corridor, building elements shall employ the following features and physical guidelines:

- Signage, lighting, and awnings are to be integrated into frieze band above the first story
- Primary building materials are to be masonry, wood, and/or fiber cement board
- Building elements such as frieze, cornice, and columns are to have architecturally correct proportions
- Wood frame windows & mullions
- Significant buildings are to be emphasized by unique architectural features such as towers, clerestory windows, pyramid roofs, and deep overhangs
- Tower elements, either freestanding

SUGGESTED ARCHITECTURAL MATERIALS

Material used for future enhancements of BFR Corridor should reflect the rich historical heritage of the region. Natural materials such as brick, stone, and wood should be used as they reflect a continuity with the historical framework of the area.





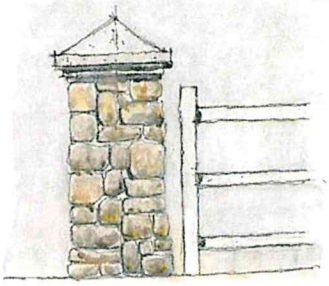
Above and left: Examples of civic structures and treatments. Above left to right: a firehouse in Alexandria, Virginia; intersection monument, Alexandria, Virginia; Freemason Street in Norfolk, Virginia.

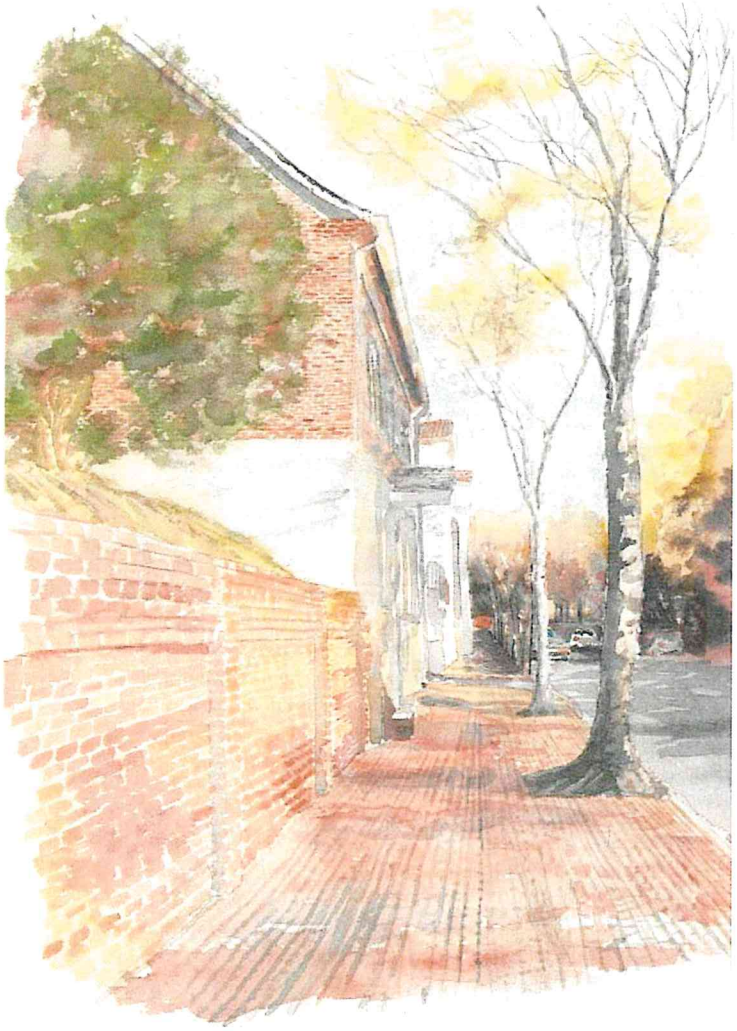
Left: The oldest brick church in use in North Carolina - the St. Paul Episcopal Church in Edenton, N.C., exhibiting the character of late Georgian architecture.

Below: The Historic Hopewell Presbyterian Church.

or part of a larger building, are located to terminate street vistas, emphasize significant street intersections, and highlight major open spaces

- Masonry details, such as rowlock sills, reveals, stretcher coursing, and corbels, are used to highlighting major building elements
- Traditional storefronts with wood mullions, solid or glass transom, and wood or masonry base
- Entrances are to be defined by features such as awnings, overhangs, lintels, pediments, porches, and recessed facades
- Wide (10'+) sidewalks with textured bands and joint spacing to relate to the building's column/bay spacing
- Split rail wood fencing with stone columns to reflect local historic features (example of a gateway pillar illustrated at right)



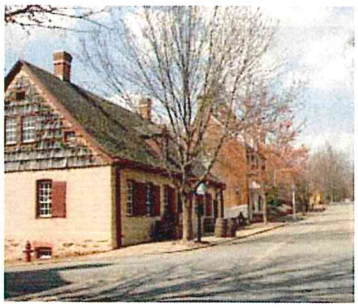


6.4 Mixed Use / Hamlet Centers

At the May 10th open house, public consensus favored the adoption of a mixed-use/hamlet center development concept for those areas designated as appropriate locations for commercial uses. A mixed-use/hamlet center development pattern would require that the following issues be addressed:

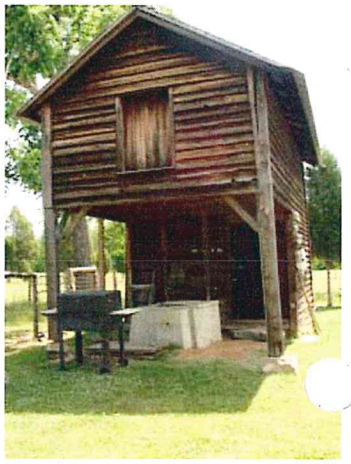
- Density/scale
- Land use pattern
- Functional relationships
- Overall image and identity
- Green space system
- Transportation

A "hamlet" can be defined as a discernible place with a focal point and boundary that maintains and fosters residential, commercial, institutional (i.e. places of worship, schools) or recreational uses and activities. It is organized in accordance with a pedestrian scale to permit and encourage non-vehicular transportation options (i.e. walking and biking).



Old Salem in Winston-Salem (left) is an example of a district demonstrating the character of a potential Hamlet Center. The streetscape for the Long Creek Hamlet Center (above) draws from the character of Old Salem and honors the brick vernacular architecture of the BFRCSAP Corridor. At right is a detail of the base rustication of the Cedar Grove Plantation House.

Below are structures that represent the rural heritage of the BFRCSAP corridor; pictured left to right are: a cabin in the Long Creek Community, the Historic Torance Store, the well of the McCoy-Nisbit House.



6.4.1 Beatties Ford Road/Highway 73 Development

A mixed use commercial center containing retail, multi-family residential, and civic uses is proposed at the northern end of the study area where Beatties Ford Road, Vance Road and NC 73 intersect. The location and composition of this center will be subject to final determination of the road network recommended by this plan by MUMPO and the Town.

6.4.2 Latta Village:

On January 16, 2007, the Town Board approved a commercial center with approximately 100,000 square feet on 23 acres. The approved plan is anchored by a 55,600 square feet grocery store. An internal grid pattern has been established with the introduction of public streets that provides connections to the Hopewell High School property and Hambright Road .

6.4.3 Long Creek Community:

In 2005, The Town of Huntersville retained the services of Gemini Studios, Warren Associates and the Littlejohn Group to prepare a market based vision for the intersection of Mt. Holly-Huntersville and Beatties Ford Road. The focus of the plan was to create a new "urban village" centered on the Long Creek Elementary School. The plan identified a number of initiatives that are relevant to The Beatties Ford Road Corridor Small Area Plan, including:

- Focusing retail development on Mt. Holly- Huntersville Road (25,000 – 50,000 square feet demand by the year 2015)
- Making the Long Creek Elementary School the focal point of the future Long Creek hamlet center
- Increasing residential development
- Developing a roundabout at McCoy and Beatties Ford Road

The Long Creek Elementary School reconstruction provides significant opportunity for redevelopment of the Long Creek area. Residential uses will be single-family, with a future potential for some attached housing in response to changes in the market. The following sketches and plans support the recommended initiatives of the Mt. Holly-Huntersville/Beatties Ford Road Small Area Plan for residential and commercial uses.

Above and right: sketch concepts for the Long Creek Hamlet Center. The architecture and rural motifs of the BFR Corridor are referenced.

6.5 Open Space and Preservation

During the public participation process for the BFRCSAP, preservation of the historic, rural heritage of the Corridor was a primary concern raised by stakeholders and the public. Continuing preservation of the natural lands and farms of the Corridor will not only preserve the qualities that make the Corridor distinct, protecting the quality of life for the Town of Huntersville, but also serve the greater region through recreation, education, and the continued conservation of the region's air and water quality, local wildlife and ecological diversity. Conservation planning presents physical solutions and policies for smart growth that should not be misconstrued as "anti-growth". Conservation strategies are necessary mechanisms of responsible civic management and planning to sustain the economy, resources, public health and future growth of the region. To help gather public support and resources to implement a conservation vision, this plan proposes an open space framework for the BFR Corridor with two primary aims: (1) to designate specific areas for preservation and (2) to build a cohesive open space network, presenting a conceptual framework for integrating these pristine areas with the community. The following framework will highlight and strengthen community assets that the Town of Huntersville, Mecklenburg County and their citizens can support and protect for generations.

6.5.1 Open Space Preservation

The primary goal of this plan is to create a preservation vision for the BFR Corridor. Preservation of the area's historic and rural lands is not only important for preserving the character and quality of life of the Corridor, it is necessary for the preservation of regional assets, namely, the distinct natural communities that still exist in these lands and the critical watersheds, aquatic and riparian habitats that convey and filter water to the inlet of the drinking water supply system for the Town of Huntersville and other communities served by Mountain Island Lake.

Six of the fourteen nature preserves in Mecklenburg County are located within the study area. A number of natural heritage sites are located both inside and outside the County owned nature preserves. Added to these protected areas is a Duke Energy facility just south of NC 73 and adjacent to the Catawba River, which provides conservation areas that function as a waterfowl refuge along the river. These nature preserves form an almost unbroken string of preservation lands along the Catawba River, creating a dominant green border of natural open space to permanently encompass most of the meandering western edge of the study area. With the exception of a few subdivisions, farm house clusters and the CMUD Waste Water Treatment Plant,

Town of Huntersville
NORTH CAROLINA

Traffic Impact Analysis (TIA)
Application for Determination of TIA Need

Article 14.2 of the Zoning Ordinance requires that a Traffic Impact Analysis (TIA) be performed for any residential subdivision, multifamily site plan, or non-residential development, or portion thereof, which is expected to create fifty (50) or more peak hour vehicle trips or 500 or more daily trips.

In order to determine whether a TIA will be required for your proposed development, please fill out the form below and submit to the Planning Department. A "Determination of TIA Need" will be made within 10 working days.

Applicant: Robert Watson

Project Name: Blythe Landing Storage

Location: Old Mill Road & Beatties Ford Road

Project Description (including square footage for each proposed land use):
Storage w/office-Retail
116,300 SQFT total

Robert Watson 7-25-16

Applicant's Signature **Date**

Please feel free to contact the Planning Department @ (704) 875-7000 if you have any questions.

Project file#: _____

Date Submitted: 7/26/16

Daily Trips Anticipated: 291

Peak Hour Trips Anticipated: AM 16 **PM** 30

TIA Required (Yes/No): No

Date of Determination: 7/26/16

Determination based on 116,300 feet of self storage use (mini warehouse #151).

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General Application

Town of Huntersville NORTH CAROLINA

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: August 1, 2016

Name of Project: Blythe Landing Storage Phase # (if subdivision) _____

Location: 14936 Brown Mill Road, Huntersville, NC 28078

Parcel Identification Number(s) (PIN): 009 02 202

Current Zoning District: Rural Proposed District (for rezonings only): Special Purpose

Property Size (acres): 9.25 acres Street Frontage (feet): 415' Brown Mill Road 140' Beatties Ford Road

Current Land Use: Farm

Proposed Land Use(s): Self Storage

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.

Indoor and outdoor storage

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 .

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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 Robert Watson

Address of Applicant 19607 W. Catawba Avenue, Cornelius, NC 28031

Email robertewatson@gmail.com

Property Owner's Signature (if different than applicant) _____

Printed Name Daniel Phillips

Property Owner's Address 14720 Brown Mill Road, Huntersville, NC 28078 Email phil3147@bellsouth.net

* Applicant hereby grants permission to the Town of Huntersville personnel to enter the subject property for any purpose required in processing this application.

Development Firm	Name of contact	Phone	Email
Robert Watson	Robert Watson	704-807-1733	robertewatson@gmail.com

Design Firm	Name of contact	Phone	Email
Trachte, Inc.	Jamie Lindau	608-327-3119	jlindau@trachte.com

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:

_____

_____

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

Last updated on 9/15/2015

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Email robertewatson@gmail.com

Property Owner's Signature (if different than applicant) Madeline Phillips

Printed Name Madeline Phillips

Property Owner's Address 14720 Brown Mill Road, Huntersville, NC 28078 Email phil3147@bellsouth.net

*** Applicant hereby grants permission to the Town of Huntersville personnel to enter the subject property for any purpose required in processing this application.**

Robert Watson	Robert Watson	704-807-1733	robertewatson@gmail.com
Development Firm	Name of contact	Phone	Email
Trachte, Inc.	Jamie Lindau	608-327-3119	jlindau@trachte.com
Design Firm	Name of contact	Phone	Email

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*Applicant's Signature _____ Printed Name Robert Watson

Address of Applicant 19607 W. Catawba Avenue, Cornelius, NC 28031

Email robertewatson@gmail.com

Property Owner's Signature (if different than applicant) _____

Printed Name Helga Haddix, by Gardner Haddix, Attorney In Fact

Property Owner's Address 2291 McCloud Street, Denver, NC 28037 Email kyridgerunner@bellsouth.net

* Applicant hereby grants permission to the Town of Huntersville personnel to enter the subject property for any purpose required in processing this application.

Robert Watson	Robert Watson	704-807-1733	robertewatson@gmail.com
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Last updated on 9/15/2015

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Town of Huntersville
REQUEST FOR BOARD ACTION
3/6/2017

REVIEWED:

To: The Honorable Mayor and Board of Commissioners
From: Max Buchanan
Subject: Gilead Road Widening Matching Funds Committment

The Gilead Road widening project, detailed as widening of Gilead Road from McCoy Road to Wynfield Creek Parkway, is currently being considered as a candidate project for application to the CRTPO as part of its Spring 2017 Direct Attributable (DA) Funds 'Call for Projects'. Submittal of all candidate project applications are due no later than March 20, 2017.

To fully complete the CRTPO application process, the Town must determine its financial commitment by designated the project cost percentage intended to serve as matching funds towards delivery of the $6,300,000 Gilead Road widening project.

Prioritization of all candidate projects are determined using various evaluation criteria, one of which assigns points for the matching funds percentage. Out of the maximum total of 80 points used to determine priority, the points assigned to the different matching fund percentages (and approximate dollar amounts) are as follows:

25% - 29%	10 Points	($6,300,000 x 0.25	=	$1,575,000)
30%-49%	15 Points	($6,300,000 x 0.30	=	$1,900,000)
>50%	25 Points	($6,300,000 x 0.50	=	$3,200,000)

ACTION RECOMMENDED:
Town Board to consider authorizing its financial commitment, as measured by a matching funds percentage, for inclusion into the CRTPO application package for the Gilead Road Widening project. Additionally, Town Board to consider authorizing Interim Town Manager to issue formal correspondence representing said authorized percentage as supporting documentation to the application package.

FINANCIAL IMPLICATIONS:
General Obligation Bonds

ATTACHMENTS:

Description	Type
Gilead Road Funding Application - DRAFT	Cover Memo

DRAFT

GILEAD ROAD WIDENING PROJECT FUNDING APPLICATION ASSISTANCE

Prepared for

HUNTERSVILLE, NC

I. PROJECT DESCRIPTION

The Town of Huntersville desires to provide improvements along Gilead Road from just west of the intersection of Wynfield Creek Parkway to the existing widened section east of McCoy Road. The improvements will include the widening of the existing two lane section to a four lane median-divided section as referenced in the Town's NC 73 Transportation/Land Use Corridor Plan. The proposed widening will include two vehicular lanes and one bicycle lane in each direction with a median/turn lanes at intersections. Sidewalks will be provided on both sides of the roadway as well. Within the area of the project, a concept plan will be designed to match the proposed widening section and tie to the existing widened section. The Town is taking steps to initiate construction to lengthen the existing culvert crossing of Torrence Creek to accommodate the roadway widening.

The Town of Huntersville has developed a funding request application package to be submitted to the Charlotte Regional Transportation Planning Organization (CRTPO) for the widening of Gilead Road to a median divided, four-lane road with bicycle lanes and sidewalks. STV Engineers, Inc. (STV) has assisted in the preparation.

When submitting a project to CRTPO, the submitting agency must fill out a questionnaire about the project. Additionally, the following items must also be submitted (via email): line item cost estimate with source of unit costs listed and date of estimate, project map and photos, and GIS shapefiles.

II. CRTPO QUESTIONNAIRE ANSWERS

The following information can be copied into the online questionnaire:

1. Enter project information:
    a. Name of Project: Gilead Road widening from McCoy Road to Wynfield Creek Parkway
    b. TIP Number: N/A
    c. Municipality: Town of Huntersville

2. Fill in the following information about the project manager:
    a. Project Manager Name: Max Buchanan, PE
    b. Agency Name: Town of Huntersville
    c. Project Manager Telephone Number: 704-766-2220
    d. Project Manager Email Address: mbuchanan@huntersville.org

3. Describe Project Manager Experience in managing federally-funded projects:
    a. The project manager has had experience in managing several town projects that have received federal funding.

4. Select the project mode: Highway

900 WEST TRADE STREET, SUITE 715
CHARLOTTE, NORTH CAROLINA 28202-1144
(704) 372-1885 FAX: (704) 372-3393

5. Identify the problem and explain how the proposed project will solve the problem:
    a. Gilead Road between McCoy Road and Wynfield Creek Parkway is currently a narrow, two-lane undivided roadway. There are turn lanes at the intersections, however capacity issues do arise, particularly during peak hours. Sidewalks do exist along portions of the roadway, but there is a gap in the sidewalk along Gilead Road across Torrence Creek due to the culvert being too narrow. Additionally, the Torrence Creek greenway, which runs along the creek and through the culvert, does not have any pedestrian connectivity to sidewalks along Gilead Road, even though they are adjacent to each other. This project will carry the four lane cross section found to the east on Gilead Road through this area, adding travel lanes, bike lanes, sidewalks, and planting strips and medians; it could be referred to as a "farm-to-market" style conversion. The project will also connect the greenway into the new sidewalks on the roadway and provide a crosswalk across Gilead Road at Ranson Road, tying multiple sidewalks together that lead to several neighborhoods and hundreds of houses. A sidewalk on Ranson Road that currently ends only 400 feet away from Gilead Road may be extended, connecting Torrence Creek Elementary School to surrounding neighborhoods and providing a safe way for kids to walk to school. Aesthetically, the project will make the roadway more consistent with the cross section to the east and can include planted medians, and multiple street trees along the sides of the roadway.

6. Explain how the project will address the goals and objectives in the MTP:
    a. This project will address the following goals in the MTP:
        i. #1 - Provide, manage and maintain a safe, efficient and sustainable transportation system for all modes, intended to serve all segments of the population.
            1. Widening the roadway will increase efficiency of the network and the installation of a median will increase safety of the roadway. New bike lanes, sidewalks, and crosswalks will make the area safer for bicyclists and pedestrians.
        ii. #2 - Encourage walking, bicycling and transit options, integrated with motor vehicle transportation, by providing a transportation system that serves the public with mobility choices.
            1. New bike lanes and sidewalks connecting to the greenway and existing areas to the east will encourage bicycling and walking. Residents in this area will be provided with a safe way to walk to commercial areas to the east, which are within walking distance (< 1 mile) but currently do not have sidewalks connecting to them. Additionally, a new crosswalk at Ranson Road could connect to sidewalks to the north that connect to Torrence Creek Elementary School, creating a safe pedestrian pathway from neighborhoods south of Gilead Road to the school.
        iii. #3 - Provide a sustainable transportation system that improves the quality of life for residents, promotes healthy living and is sensitive to significant features of the natural and human environments.
            1. This project will improve safety along this roadway for vehicular travel as well as bicycles and pedestrians. The addition of sidewalk connections (and the connection to the greenway) will help promote a healthier lifestyle for people living in this area.
        iv. #5 - Encourage regional collaboration and linkages between transportation and land use planning.
            1. Gilead Road is shown on the transportation plan as a four lane, median divided roadway from its current narrowing at McCoy Road extending to Beatties Ford Road. This project will help bring this section of Gilead

Road up to the vision of the plan. It will also construct bicycle lanes and sidewalks which will connect several large neighborhoods with the dense commercial areas to the east (in the vicinity of the I-77 interchange). Once the I-77 interchange project is completed, there will be a continuous sidewalk from this area to downtown Huntersville.

v. #7 - Maximize travel and transportation opportunities for the movement of people and goods.
    1. Widening Gilead Road will reduce travel times along the roadway and provide a more efficient vehicular access for Gilead Road, which will reduce commute times for people living in this area that use this road.

7. Select the following plans that this proposed project is identified as a recommendation to improve an aspect of a transportation deficiency:
    a. 2040 MTP: Gilead Road is on the MTP as a four lane roadway.
    b. Other: NC 73 Area Plan identifies the cross section for Gilead Road as a four-lane median divided roadway with bike lanes and sidewalks.

8. How does the proposed project enhance the transportation network:
    a. This project will reduce congestion, improve safety, and provide many important bicycle and pedestrian connections in the area.

9. Identify the total $ amounts of STP-DA funding needed for the following activities. Note: The completion of this question does not fulfill the separate requirement of the e-mail submittal of a detailed line item cost estimate.
    a. Alternative 1 – Asymmetrical Widening
        i. Preliminary Engineering/Design: $710,000
        ii. Right-of-Way Acquisition: $760,000
        iii. Construction: $3,572,000
        iv. Transit Vehicle/Equipment Purchase: $0
    b. Alternative 2 – Symmetrical Widening
        i. Preliminary Engineering/Design: $700,000
        ii. Right-of-Way Acquisition: $760,000
        iii. Construction: $3,511,000
        iv. Transit Vehicle/Equipment Purchase: $0

10. Identify the TOTAL PROJECT COSTS for the following activities. Note: The completion of this question does not fulfill the separate requirement of the e-mail submittal of a detailed line item cost estimate.
    a. Alternative 1 – Asymmetrical Widening
        i. Preliminary Engineering/Design: $710,000
        ii. Right-of-Way Acquisition: $760,000
        iii. Construction: $3,572,000
        iv. Transit Vehicle/Equipment Purchase: $0
    b. Alternative 2 – Symmetrical Widening
        i. Preliminary Engineering/Design: $700,000
        ii. Right-of-Way Acquisition: $760,000
        iii. Construction: $3,511,000
        iv. Transit Vehicle/Equipment Purchase: $0

12. Identify the percentage of other funding that the proposed project has committed:
    a. XX

13. Identify the source(s) of other funds:
    a. Town funds, payments in lieu (PILs) by developers

14. Please enter the dates for the expected schedule for the proposed project. Enter date as MM/YYYY or leave blank if not applicable.
    a. Completion of Planning/Environmental Document: 12/2019
    b. Begin Right of Way Acquisition: 01/2020
    c. Let Date (Date of Opening Bids): 01/2021
    d. Completion Date of Project: 01/2022

15. If applicable, please describe the time-sensitivity and/or construction continuity issues associated with this proposed project. The proposed project will be scored based upon the response as an imminent or relative need.
    a. The most recent AADT data available from 2012 indicates that 16,000 vehicles per day use this road. This is an increase of 4,000 vpd in eight years and is nearing the capacity of a two lane roadway. If volumes increase, the level of service along this corridor may degrade quickly. With projected growth and several new developments planned, the sooner this roadway can be widened, the better. The sidewalk and bicycle connections will also improve connectivity with the greenway and to Torrence Creek Elementary School, enabling more people to walk to school.

III. ALIGNMENT CONCEPTS

STV has prepared two roadway corridor concepts. These concepts were also used to develop cost estimates for the project. The concepts are included in this submittal in **Appendix A**.

IV. DETAILED COST ESTIMATE

STV has prepared line item cost estimates with quantities and unit costs, and the cost estimates are included with this submittal in **Appendix B**.

V. PROJECT SCHEDULE

STV has prepared a project schedule that includes completion of planning/environmental documents, right-of-way acquisition, let date of the project, and completion date of the project. The schedule includes two years for planning and design, one year for right of way acquisition, and one year for construction.

VI. PROJECT MAP AND PHOTOS

STV has prepared a project map and it is included with this submittal in **Appendix C**. STV also visited the project site and took several photos, and they are included in **Appendix C** as well.

VII. GIS SHAPEFILES

STV has created shapefiles for the project that are required for the submittal to CRTPO, and they are included with this submittal (in a zip file).

VIII. TRAFFIC INFORMATION

Level of Service Information

A recent traffic impact analysis (TIA) for a development to the west included the three signalized intersections within this project area. The delay (seconds per vehicle) and LOS for existing conditions are listed in the tables below:

Table VIII.1: Delay and LOS Information for Gilead Road at Wynfield Creek Parkway

Gilead Road at Wynfield Creek Parkway				
Approach	AM		PM	
	Delay	LOS	Delay	LOS
Overall	30.2	C	10.7	B
EB	26.4	C	7.9	A
WB	5.4	A	9.7	A
NB	35.5	D	22	C
SB	70.6	E	27.2	C
ICU LOS	84.50%	E	63.50%	B

Table VIII.2: Delay and LOS Information for Gilead Road at Ranson Road

Gilead Road at Ranson Road				
Approach	AM		PM	
	Delay	LOS	Delay	LOS
Overall	28.6	C	25.6	C
EB	20.3	C	11.1	B
WB	8.1	A	28.9	C
SB	64.8	E	40	D
ICU LOS	87.30%	E	76.30%	D

Table VIII.3: Delay and LOS Information for Gilead Road at McCoy Road

Gilead Road at McCoy Road				
Approach	AM		PM	
	Delay	LOS	Delay	LOS
Overall	18.7	B	31	C
EB	14.6	B	20.1	C
WB	3.2	A	28.8	C
NB	49.5	D	52.2	D
SB	41.5	D	45.5	D
ICU LOS	78.20%	D	92.90%	F

Overall, all three intersections operate at LOS B or C in both peak hours. The ICU LOS, which Huntersville uses as a metric for determining if developers are require to mitigate impacts, are LOS E or F for all three intersections during one peak hour.

Crash Information

Fifty crashes were reported on Gilead Road (SR 2136) from 500 feet east of McCoy Road (SR 2138) to 400 feet west of Wynfield Creek Parkway (SR 5117) in the last five years (September 2011 to August 2016). No fatal crashes were reported during this time period. Thirteen injury crashes, including one Injury A crash were reported. These 13 injury crashes resulted in 18 personal injuries. Table VIII.4 summarizes the crash data based on crash severity.

Table VIII.4: Crash Summary by Crash Severity (2011-2016)

Severity Types	Number of Crashes
Fatal Crashes	0
Non-Fatal Injury Crashes	13
Property Damage Only Crashes	37
Total Crashes	*50*

The majority of the crashes occurred on dry pavement conditions (35 crashes) and day time lighting conditions (34 crashes).

Table VIII.5 summarizes the crash data based on crash type. As can be seen from Table 2, rear end collisions are the most predominant crash type (approximately 36%) followed by left turn crashes, same roadway and left turn crashes, and different roadway crashes. Rear end collisions and left turn collisions also accounts for majority of the injury crashes as can be seen from Table VIII.6.

Table VIII.5: Crash Summary by Crash Type (2011-2016)

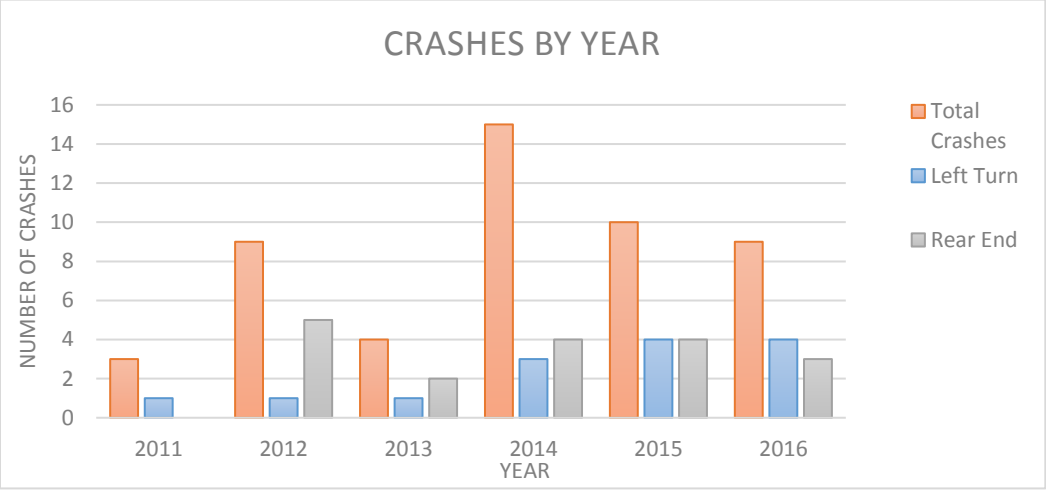
Crash Type	Number of Crashes	Percent of Total
Angle Crashes	3	6%
Backing Up	1	2%
Fixed Object Crashes	2	4%
Left Turn, Different Roadways	6	12%
Left Turn, Same Roadways	8	16%
Run off Road Crashes	4	8%
Rear End Crashes	18	36%
Right Turn, Different Roadways	2	4%
Side Swipe Crashes	4	8%
Other	2	4%
Total Crashes	***50***	***100%***

Table VIII.6: Injury Crash Summary by Collision Type (2011-2016)

Collision Type	Injury Type				Person Injured
	Fatal	Class A	Class B	Class C	
Rear End				8	6
Left Turn		1		6	5
Right Turn				2	1
Angle				1	1

Figure VIII.1 shows the number of crashes in each year between September 2011 and August 2016.

Figure VIII.1: Yearly Crash Data (2011-2016)



As can be seen from Figure VIII.1, the total number of crashes is consistently high from 2014. The corridor also experiences a significant number of rear end collisions each year. Also notable is the fact that left turn collisions have increased significantly since 2014.

Roadway widening has the potential to reduce rear end collisions. The potential for left turn collisions can also be reduced by intersection improvements, changing left turn phasing, and implementing access control strategy. Therefore, the proposed widening project has the potential to significantly improve safety along this segment of the corridor.

LOS data and crash information is included in **Appendix D**.

IX. ENVIRONMENTAL INFORMATION

STV has conducted a field review to determine the presence of jurisdictional waters of the US and identify potential environmental concerns related to this project. This information has been summarized in a memo that is included in this submittal in **Appendix E**.

STV has also identified potential environmental concerns in and around the project area (within ¼ mile of the project limits). Gilead Road is currently a NCDOT Bike Route (NC 6/Piedmont Spur Route), and the Torrence Creek Greenway is identified as a bicycle facility also. There are two medical facilities and one school in the vicinity. There are three streams: Torrence Creek, Torrence Creek Tributary #1, and Torrance

Creek Tributary #2. These three streams also have flood plains along them and a wetland is located along Torrence Creek Tributary #2. Related to environmental justice, 19.3% of people in the area belong to a minority (county average is 50.4%), and 4.7% of people in the area are in a low-income demographic (county average is 24.7%). The complete screening matrix is included with this submittal.

X. STRUCTURAL INFORMATION

Part of this project would include the extension of an existing culvert over Torrence Creek. The STV structures group visited the site to assess the existing culvert and investigated structural options and feasibility for widening this culvert.

The existing culvert is a CON-SPAN structure. It is feasible to widen the culvert in either (or both) directions. If the culvert is widened to the north, the new portion could be kinked a few degrees to account for a curve in the creek and greenway. This would likely avoid having to substantially rebuild the stream and greenway. If the culvert is widened to the south, it would have more significant impacts on the creek and greenway. The estimated cost of widening the culvert is approximately $10,000 per foot of extension. This would result in an estimated cost of $470,000 and $340,000 for Alternatives 1 and 2, respectively.

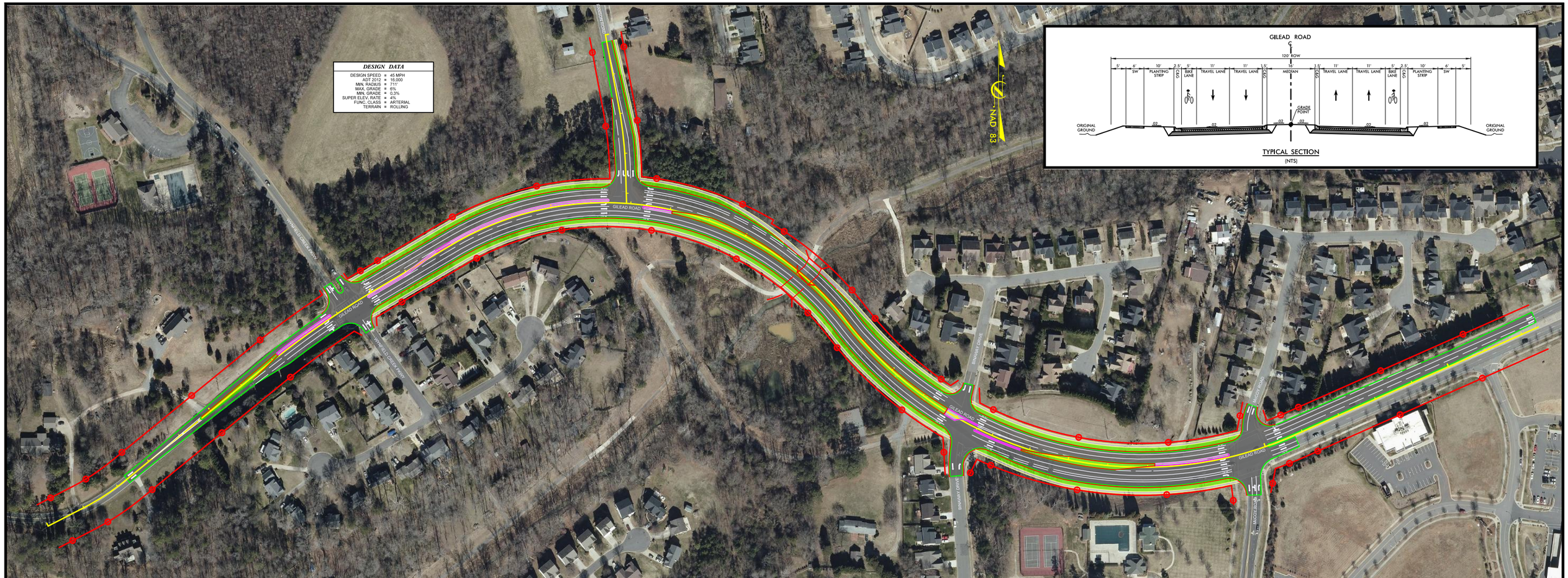
XI. UTILITY INFORMATION

There are above ground power lines on wooden poles along the corridor. In the vicinity of the culvert and Torrence Creek, the power lines follow an old alignment of Gilead Road. Some of the wooden poles would be impacted by the widening and would have to be relocated.

Underground, there are water/sewer lines, telephone lines, and several gas lines. The gas lines include a two inch high pressure line along Gilead Road, a four inch high pressure line at McCoy Road, and a four inch line near Wynfield Creek Parkway. Some utilities are near the edge of the existing pavement, so their relocation would depend if the utilities owners would allow them to remain under new pavement.

APPENDIX A

ALIGNMENT CONCEPTS



GILEAD ROAD WIDENING – ALTERNATIVE 1

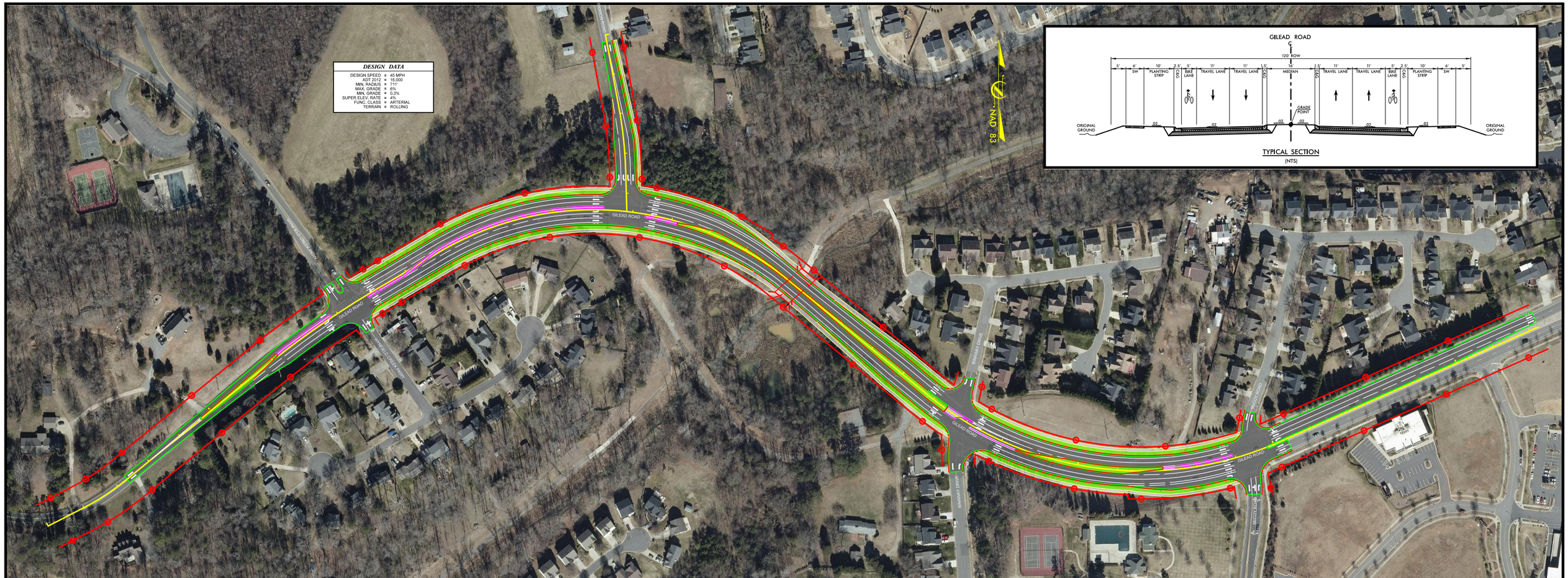
INCOMPLETE PLANS
DO NOT USE FOR R/W ACQUISITION

DOCUMENT NOT CONSIDERED FINAL UNLESS ALL SIGNATURES COMPLETED

Town of Huntersville
NORTH CAROLINA

STV 100 Years

STV Engineers, Inc.
900 West Trade St., Suite 715
Charlotte, NC 28202
NC License Number F-0991



GILEAD ROAD WIDENING – ALTERNATIVE 2

INCOMPLETE PLANS
DO NOT USE FOR R/W ACQUISITION

DOCUMENT NOT CONSIDERED FINAL UNLESS ALL SIGNATURES COMPLETED

Town of Huntersville
NORTH CAROLINA

STV 100 Years

STV Engineers, Inc.
900 West Trade St., Suite 715
Charlotte, NC 28202
NC License Number F-0991

APPENDIX B

COST ESTIMATE

CONCEPTUAL FEE ESTIMATE SUMMARY

GILEAD ROAD WIDENING - HUNTERSVILLE, NC

Estimate By: STV Engineers, Inc.
Prepared For: Town of Huntersville
Date: 10/19/2016

ITEM	ALT 1 Asymmetrical Widening	ALT 2 Symmetrical Widening
Roadway Construction	$ 3,572,000.00	$ 3,511,000.00
Non-Construction		
Planning & Design (20% of Roadway)	$ 710,000.00	$ 700,000.00
Private Utility Relocation	$ 250,000.00	$ 250,000.00
Right of Way Acquisition	$ 760,000.00	$ 760,000.00
Project Subtotal	**$ 5,292,000.00**	**$ 5,221,000.00**
Project Contingency (10%)	$ 530,000.00	$ 520,000.00
Project Total	**$ 5,822,000.00**	**$ 5,741,000.00**
Total: Say	**$ 5,800,000.00**	**$ 5,700,000.00**

PRELIMINARY ESTIMATE (Existing Road)

Project: Gilead Road Widening, Alternative 1
Limits: East of McCoy Road to west of Wynfield Creek Parkway

EST. BY: Sean Stephens DATE: 10/20/2016

Item Description Roadway Items	Unit	Unit Cost	Quantity	Amount
Mobilization	LS		1	$137,800
Grading	LS		1	$417,500
Storm Drainage	LS		1	$210,000
Asphalt Concrete Base Course, Type B25.0	TON	$55.00	3,570	$196,300
Asphalt Concrete Binder Course, Type I19.0	TON	$55.00	2,380	$130,900
Asphalt Concrete Surface Course, Type S9.5	TON	$50.00	5,292	$264,600
Asphalt Binder for Plant Mix	TON	$610.00	609	$371,700
2'-6" Concrete Curb & Gutter	LF	$17.00	7,000	$119,000
1'-6" Concrete Curb & Gutter	LF	$15.00	3,500	$52,500
4" Concrete Sidewalk	SY	$25.00	4,667	$116,700
Misc Items	LS		1	$187,800
Erosion Control	LS		1	$187,800
Environmental Impact Remediation	LF	$450.00	0	$0
Water/Sewer Utilities	LS		1	$250,300
Pavement Markings/Traffic Control	LS		1	$125,200
Landscaping	LS		1	$126,000
Traffic Signal Upgrades	LS	$50,000.00	2	$100,000
Subtotal				**$2,994,100**

PCCO Cost	$129,000
Construction Contingency (15%)	$449,000
Subtotal - Roadway Construction	**$3,572,000**
Planning & Design (20% of Roadway)	$714,000
Private Utility Relocation Cost	$250,000
Right of Way Acquisition	$755,000
Subtotal - Non-construction Costs	**$1,700,000**
Project Subtotal	**$5,272,000**
Project Contingency (10%)	$527,000
Estimated Project Cost	**$5,800,000**

PRELIMINARY ESTIMATE (Existing Road)

Project: Gilead Road Widening, Alternative 2
Limits: East of McCoy Road to west of Wynfield Creek Parkway

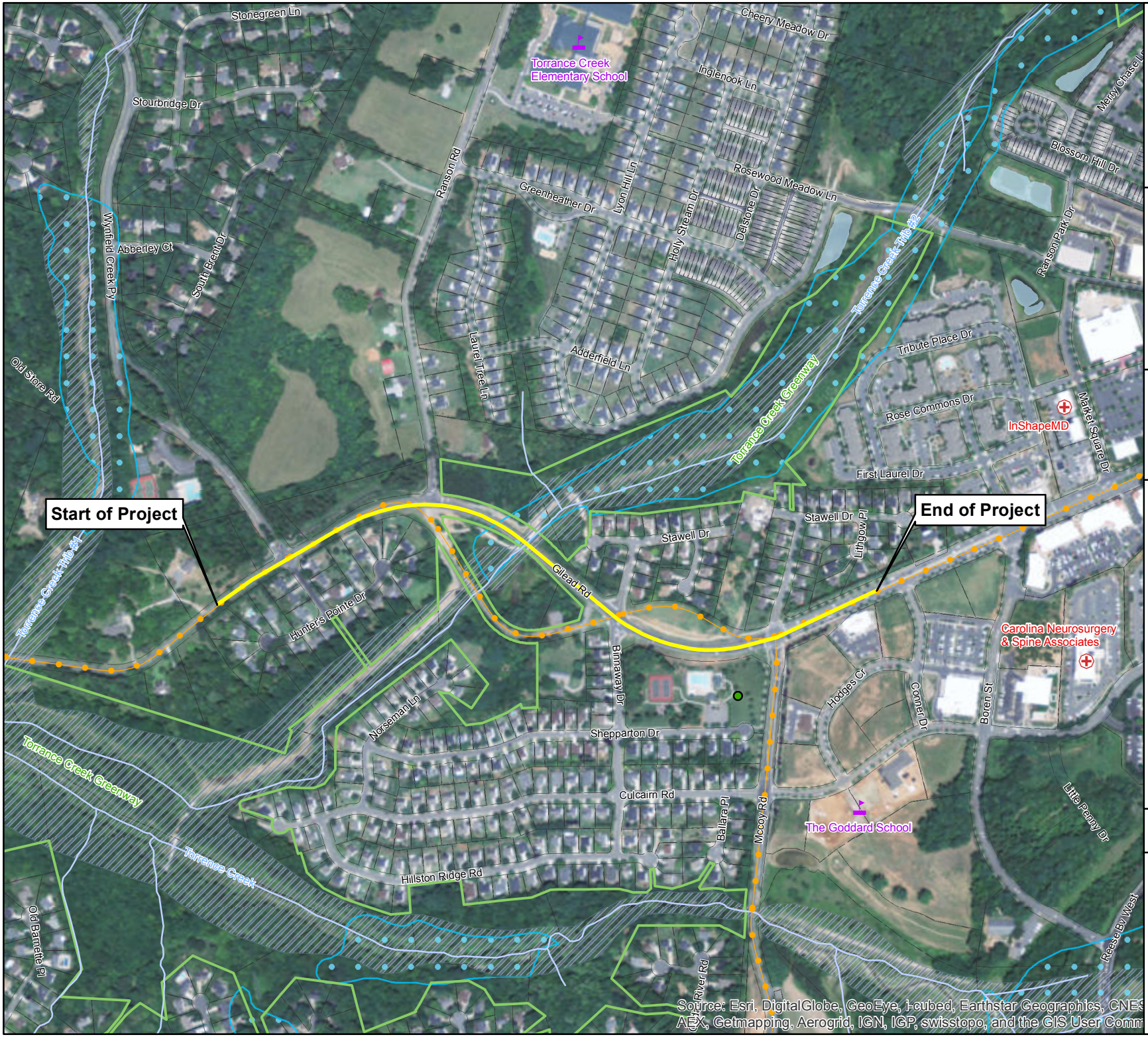
EST. BY: Sean Stephens DATE: 10/20/2016

Item Description Roadway Items	Unit	Unit Cost	Quantity	Amount
Mobilization	LS		1	$135,300
Grading	LS		1	$410,100
Storm Drainage	LS		1	$210,000
Asphalt Concrete Base Course, Type B25.0	TON	$55.00	3,469	$190,800
Asphalt Concrete Binder Course, Type I19.0	TON	$55.00	2,313	$127,200
Asphalt Concrete Surface Course, Type S9.5	TON	$50.00	5,261	$263,100
Asphalt Binder for Plant Mix	TON	$610.00	600	$365,900
2'-6" Concrete Curb & Gutter	LF	$17.00	6,800	$115,600
1'-6" Concrete Curb & Gutter	LF	$15.00	3,400	$51,000
4" Concrete Sidewalk	SY	$25.00	4,533	$113,300
Misc Items	LS		1	$184,000
Erosion Control	LS		1	$184,000
Environmental Impact Remediation	LF	$450.00	0	$0
Water/Sewer Utilities	LS		1	$245,400
Pavement Markings/Traffic Control	LS		1	$122,700
Landscaping	LS		1	$122,400
Traffic Signal Upgrades	LS	$50,000.00	2	$100,000
Subtotal				**$2,940,800**

PCCO Cost	$129,000
Construction Contingency (15%)	$441,000
Subtotal - Roadway Construction	**$3,511,000**
Planning & Design (20% of Roadway)	$702,000
Private Utility Relocation Cost	$250,000
Right of Way Acquisition	$755,000
Subtotal - Non-construction Costs	**$1,700,000**
Project Subtotal	**$5,211,000**
Project Contingency (10%)	$521,100
Estimated Project Cost	**$5,700,000**

APPENDIX C

PROJECT MAP AND PHOTOS



Town of Huntersville
NORTH CAROLINA

STV 100 Years

Gilead Road Widening
from Wynfield Creek Parkway
to McCoy Road
Huntersville
North Carolina

Project Extents Map

October 2016

N
W E
S

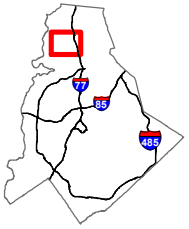
0 250 500
Feet

LEGEND

- Project Extent
- NCDOT Bike Route
- Stream
- Floodplain
- NWI Wetland
- Park
- Parcel
- Water Body
- Medical
- School
- Underground Storage Tank

Town of Huntersville

Mecklenburg County



Gilead Road Pictures

Existing Torrence Creek culvert from the north side.

Existing Torrence Creek culvert from the south side.

Looking east on Gilead Road at Torrence Creek culvert.

Looking west on Gilead Road at Torrence Creek culvert.

Gilead Road Pictures

Gilead Road at Wynfield Creek Parkway intersection.

Existing sidewalk and landscaping on the north side of Gilead Road east of Wynfield Creek Parkway.

Marker for existing gas line near the Gilead Road / Binnaway Drive intersection.

Existing crosswalk at the Gilead Road / McCoy Road intersection.

Town of Huntersville
REQUEST FOR BOARD ACTION
3/6/2017

REVIEWED:

To: The Honorable Mayor and Board of Commissioners
From: Max Buchanan
Subject: Adopt Revised Gilead Road West Project - CIP

Action was taken on the December 19, 2016 Town Board meeting adopting the Gilead Road West project onto the Huntersville Capital Improvement Program.

With the more recent Town Board action identifying a specific financial commitment toward the delivery of the Gilead Road West project, it is necessary to revise the details of the CIP to accurately represent the proposed funding sources.

ACTION RECOMMENDED:
Town Board to consider, for adoption, revised CIP details for the Gilead Road West project.

FINANCIAL IMPLICATIONS:
General Obligation Bonds

ATTACHMENTS:

Description	Type
Revised CIP Worksheet - 25%	Backup Material
Revised CIP Worksheet - 30%	Backup Material
Revised CIP Worksheet - 50%	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

DESCRIPTION/DETAIL	FY 18	FY 19	FY 20	FY 21	FY 22	FY 23	Total
Planning / Design / Right of Way							
Utility Relocation / Construction		$ 6,300,000					6,300,000
TOTAL	$ -	$ 6,300,000	$ -	$ -	$ -	$ -	$ 6,300,000

PART B: FUNDING SOURCES

DESCRIPTION/DETAIL	FY 18	FY 19	FY 20	FY 21	FY 22	FY 23	Total
General Fund Appropriation							
Lease Purchase Financing/Debt Service							
General Obligation Bonds - Authorized Bonds (25% Match)		$ 1,575,000					$ 1,575,000
Special Revenue Funds-Designated - CRTPO		$ 4,725,000					$ 4,725,000
Other(Describe)_____							$ -
TOTAL	$ -	$ 6,300,000	$ -	$ -	$ -	$ -	$ 6,300,000

PART C: OPERATING IMPACTS

DESCRIPTION/DETAIL	FY 18	FY 19	FY 20	FY 21	FY 22	FY 23	Total
Debt Service			$ 149,625	$ 146,081	$ 142,538	$ 138,994	$ 577,238
Facility Operating Cost							
Personnel							
Other Operation Cost; Grounds Maintenance							
TOTAL	$ -	$ -	$ 149,625	$ 146,081	$ 142,538	$ 138,994	$ 577,238

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

DESCRIPTION/DETAIL	FY 18	FY 19	FY 20	FY 21	FY 22	FY 23	Total
Planning / Design / Right of Way							
Utility Relocation / Construction		$ 6,300,000					6,300,000
TOTAL	$ -	$ 6,300,000	$ -	$ -	$ -	$ -	$ 6,300,000

PART B: FUNDING SOURCES

DESCRIPTION/DETAIL	FY 18	FY 19	FY 20	FY 21	FY 22	FY 23	Total
General Fund Appropriation							
Lease Purchase Financing/Debt Service							
General Obligation Bonds - Authorized Bonds (30% Match)		$ 1,900,000					$ 1,900,000
Special Revenue Funds-Designated - CRTPO		$ 4,400,000					$ 4,400,000
Other(Describe)_____							$ -
TOTAL	$ -	$ 6,300,000	$ -	$ -	$ -	$ -	$ 6,300,000

PART C: OPERATING IMPACTS

DESCRIPTION/DETAIL	FY 18	FY 19	FY 20	FY 21	FY 22	FY 23	Total
Debt Service			$ 180,500	$ 176,225	$ 171,950	$ 167,675	$ 696,350
Facility Operating Cost							
Personnel							
Other Operation Cost; Grounds Maintenance							
TOTAL	$ -	$ -	$ 180,500	$ 176,225	$ 171,950	$ 167,675	$ 696,350

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**

DESCRIPTION/DETAIL	FY 18	FY 19	FY 20	FY 21	FY 22	FY 23	Total
Planning / Design / Right of Way							
Utility Relocation / Construction		$ 6,300,000					6,300,000
TOTAL	$ -	$ 6,300,000	$ -	$ -	$ -	$ -	$ 6,300,000

PART B: FUNDING SOURCES

DESCRIPTION/DETAIL	FY 18	FY 19	FY 20	FY 21	FY 22	FY 23	Total
General Fund Appropriation							
Lease Purchase Financing/Debt Service							
General Obligation Bonds - Authorized Bonds (>50% Match)		$ 3,200,000					$ 3,200,000
Special Revenue Funds-Designated - CRTPO		$ 3,100,000					$ 3,100,000
Other(Describe)_____							
TOTAL	$ -	$ 6,300,000	$ -	$ -	$ -	$ -	$ 6,300,000

PART C: OPERATING IMPACTS

DESCRIPTION/DETAIL	FY 18	FY 19	FY 20	FY 21	FY 22	FY 23	Total
Debt Service			$ 304,000	$ 296,800	$ 289,600	$ 282,400	$ 1,172,800
Facility Operating Cost							
Personnel							
Other Operation Cost; Grounds Maintenance							
TOTAL	$ -	$ -	$ 304,000	$ 296,800	$ 289,600	$ 282,400	$ 1,172,800

Town of Huntersville
REQUEST FOR BOARD ACTION
3/6/2017

REVIEWED:

To: The Honorable Mayor and Board of Commissioners
From: Jackie Huffman Finance Director and Gerry Vincent Interim Town Manager
Subject: Adopt Updated Financial Policy and Cash and Investment Policy

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As discussed at the Town Retreat January 26 and at the February 20 pre-meeting approve changes to the Financial Policy and approve the Cash and Investment Policy.

ACTION RECOMMENDED:
Approve financial policy update and cash and investment policy.

FINANCIAL IMPLICATIONS:
No direct financial impact

ATTACHMENTS:

Description	Type
Financial Policy	Cover Memo
Cash & Investment Polcy	Cover Memo

Town of Huntersville

Financial Policies

A. Revenue Policy

1. As provided by the North Carolina Local Budget and Fiscal Control Act, Estimated revenue from the Ad Valorem Tax levy will be budgeted as follows:
   (a) Assessed valuation shall be estimated based on historical trends and growth patterns in a conservative manner.
   (b) The estimated rate of collection of the levy shall not exceed the rate of the preceding fiscal year.
   (c) The tax rate shall be set each year based on the cost of providing general government services.
2. The Town will set fees that will maximize user charges in lieu of Ad Valorem Taxes for services that can be individually identified and where the costs are directly related to the level of service:
   (a) To the extent possible, user charge fees for all enterprise activities will be sufficient to financial all operation, capital and debt service costs for said services.
   (b) Recreational programs will be funded from user charges for all programs for which it is practical to charge. User charges should represent at least 10% of operating costs of the total recreational budget.
   (c) To the extend practical, any general town service which is of a higher level to or benefits specific recipients shall be supported by user fees designed to recover costs from such recipients.
   (d) Where user fees are based on cost recovery, said costs shall be reviewed annually and fees adjusted as practicable.
3. The Town will project revenues for five years and will update the projections annually.
4. The Town will estimate revenues as close as possible within the guidelines provided by the North Carolina Local Budget and Fiscal Control Act.

B. Operating Budget Policy

1. Current operating revenues will be sufficient to support current operating expenditures. Fund balance appropriated shall not exceed an amount that management can reasonably expect to save during the year.
2. Debt or bond financing will not be used to finance current expenditures. Fund balance should not be used to fund current year expenditures except as stated above. If appropriating fund balance to balance budget, the amount shall be what can be expected to be saved (i.e. 2-5%) during the year by carefully monitoring expenditures.
3. The Town will prepare a five-year operating budget projection which will include projections of annual growth plus allowances for operating costs of new capital facilities.
4. The Town will maintain a minimum street and sidewalk reserve fund equivalent to 1.5 times the prior year's Powell Bill distribution to provide for upgrading the Town's street, sidewalk, and storm drainage systems.

5. The Town's support of non-profit corporations and similar entities is outlined in a separate Resolution Adopting Policies and Guidelines for Appropriating Funds for Groups and Organizations Carrying Out Public Purposes.
6. It is the Town's policy that all general fund balance (excluding the Hotel-Prepared Food Fund, Powell Bill Fund and Stormwater Fund, which are restricted for specific purposes) exceeding 45% of the current year original budget appropriation shall be earmarked for capital reserve purposes.
7. The capital reserve may be utilized for pay-as-you go projects that are not funded through the issuance of bonds or may be used for debt service for bond projects.
8. It is the Town's policy not to fund ongoing operating expenses with one-time revenues or highly volatile revenues.

C. Capital Improvement Policy

1. The Town will update and readopt annually a five-year capital improvement program which details each capital project, the estimated cost, description and funding source.
2. The capital improvements plan should be tied to the Town's Strategic Plan, Parks and Recreation Master Plan and other planning documents to ensure that the capital items requested meet the future growth needs for the Town.
3. Operating expenditures will be used to maintain the operating costs of the Capital Improvements Program and provide all salaries, operating costs, and small capital outlay required.

D. Accounting Policy

1. The Town will establish and maintain the accounting systems according to the North Carolina Local Budget and Fiscal Control Act.
2. An annual audit will be performed by an independent public accounting firm which will issue an official opinion on the annual financial statements, with a management letter detailing areas that need improvement if needed.
3. Full disclosure will be provided in the financial statements and bond representations.
4. Financial systems will be maintained to monitor expenditures and revenues on a monthly basis.
5. All revenue collections will be consolidated under the Finance Director and be audited at least annually.

E. Debt Policy

1. Capital projects financed through the issuance of bonds shall be financed for a period not to exceed 1.2 times the expected useful life of the project.
2. The tax-supported debt of the Town of Huntersville will not exceed 2% of the assessed valuation of the taxable property of the Town.
3. Total debt service on tax-supported debt of the Town will not exceed 15% of total general government operating revenue.
4. Interest, operating, and/or maintenance expenses will be capitalized only for facilities of enterprise activities and will be strictly limited to those expenses incurred prior to actual

operation of the facilities. Capitalized interest will be utilized only for enterprise projects that rely on revenue to support debt.

5. The Town will maintain its financial conditions so as to maintain investment grade bond ratings.
6. The Town's debt policy will be comprehensive and the Town will not knowingly enter into any contracts creating significant unfunded liabilities.
7. When considering new debt issuance, the Town will maintain a minimum 10 year payout ratio of 55% on all tax-supported debt.
8. Any proposed debt issues that would result in exceeding debt policy provisions #2, #3, and #7 above, will be acknowledged and a plan of corrective action with length of time of exception will be addressed.

F. Reserve Policy

1. The Town will maintain an unallocated fund balance to be used for unanticipated emergencies of 45% of the general operating budget (as defined previously and excluding capital outlay). These funds will be used to avoid cash flow interruptions, generate interest income, eliminate need for short-term borrowing, and assist in maintaining an investment-grade bond rating and for use in the case of unanticipated emergencies.

G. A separate **Cash and Investment Policy** is attached.

Town of Huntersville

Cash Management and Investment Policy

I. Governing Authority

Legality

The cash management and investment programs of the Town of Huntersville (hereafter the "Town") shall be operated in conformance with federal, North Carolina, and other legal requirements, including provisions of the North Carolina General Statutes (hereafter "G.S.") , specifically The Local Government Budget and Fiscal Control Act (the "LGBFCA"), primarily G.S. 159-30 – Investment of idle funds; G.S. 159-31 – Selection of depository, deposits to be secured; and G.S. 159-32 – Daily deposits; and the related statutes.

II. Scope

This policy applies to the management of cash and investment of all funds, excluding petty cash accounts.

1. Pooling of Funds

   Except for cash in separate bond funds, the Town will consolidate cash and reserve balances from all funds to maximize investment earnings and to increase efficiencies with regard to investment pricing, safekeeping and administration. Investment income will be allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles and G.S. 159-30(e).

III. General Objectives

The primary objectives, in priority order, of investment activities shall be safety, liquidity, and yield:

1. Safety

   Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective will be to mitigate credit risk and interest rate risk.

   a. Credit Risk

      The Town will minimize credit risk, which is the risk of loss due to the failure of the security issuer or backer, by:

      - Limiting investments to the types of securities listed in Section VII of this Investment Policy,
      - Pre-qualifying the financial institutions, broker-dealers, intermediaries,

and advisers with which the Town will do business in accordance with Section V, and

- Diversifying the investment portfolio so that the impact of potential losses from any one type of security or from any one individual issuer will be minimized.

b. Interest Rate Risk
The Town will minimize interest rate risk, which is the risk that the market value of securities in the portfolio will fall due to changes in market interest rates, by:

- Structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity, and
- Investing operating funds primarily in shorter-term securities and deposits or The North Carolina Capital Management Trust and limiting the average maturity of the portfolio in accordance with this policy (see section VIII).

2. Liquidity
The finance officer shall prepare adequate forecasts of anticipated cash receipts and disbursements to permit the identification of the liquidity needs of the Town. The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. This is accomplished by structuring the portfolio so that securities mature concurrent with cash needs to meet anticipated demands (static liquidity). Furthermore, since all possible cash demands cannot be anticipated, the portfolio should consist largely of securities with active secondary or resale markets (dynamic liquidity). Alternatively, a portion of the portfolio may be placed in a mutual fund for local government investment approved in accordance with G.S. 159-30(c)(8).

3. Yield
The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of secondary importance compared to the safety and liquidity objectives described above. The core investments are limited to relatively low risk securities in anticipation of earning a fair return relative to the risk being assumed.

Securities shall generally be held until maturity with the following exceptions:

- A security with declining credit may be sold early to minimize loss of principal.
- Liquidity needs of the portfolio require that the security be sold.

IV. Standards of Care

1. Ethics and Conflicts of Interest
Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make

impartial decisions. Employees and investment officials shall disclose any material interests in financial institutions with which they conduct business. They shall further disclose any personal financial and investment positions that could be related to the performance of the investment portfolio. Employees and officers shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of the Town.

2. Delegation of Authority
   Authority to manage cash and the investment program is granted to the finance officer and derived from G.S. 159-30. The finance officer shall act in accordance with established written procedures and internal controls for the management of cash and the operation of the investment program consistent with this investment policy. Procedures should include references to: safekeeping, delivery versus payment, investment accounting, repurchase agreements, wire transfer agreements, and collateral and depository agreements. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the finance officer. The finance officer shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials.

V. Authorized Financial Institutions, Depositories, and Broker-Dealers

1. Authorized Financial Institutions, Depositories, and Broker-Dealers
   A list will be maintained of financial institutions and depositories authorized by resolution of the Town of Huntersville Board of Commissioners pursuant to G.S. 159-31 to act as its official depositories and to provide banking services. In addition, the Town will maintain a list of security broker-dealers authorized to provide investment services and selected by creditworthiness (e.g., a minimum capital requirement of $10,000,000, at least five years of operation, and meeting the criteria listed below). These may include "primary" dealers or regional dealers that qualify under Securities and Exchange Commission (SEC) Rule 15c3-1 (uniform net capital rule).

   All financial institutions, depositories and broker-dealers who desire to become qualified for investment transactions must supply the following as appropriate:

   - Audited financial statements demonstrating compliance with state and federal capital adequacy guidelines,
   - Proof of National Association of Securities Dealers (NASD) certification (not applicable to Certificate of Deposit counterparties),
   - Proof of state registration,
   - Completed broker-dealer questionnaire (not applicable to Certificate of Deposit counterparties),
   - Certification of having read and understood and agreeing to comply with this investment policy of the Town, and
   - Evidence of adequate insurance coverage.

   An annual review of the financial condition and registration of all qualified financial institutions, depositories and broker-dealers will be conducted by the finance officer.

VI. Safekeeping and Custody

1. Delivery Versus Payment
   All trades of marketable securities will be executed by delivery versus payment ("DVP") to ensure that securities are deposited in an eligible financial institution prior to the release of funds.

2. Safekeeping
   To reduce custodial credit risk or the risk that in the event of failure of a counterparty the unit will not be able to recover the value of collateral securities or then collateral securities in possession of a third party, securities will be held by an independent third-party custodian selected by the Town as evidenced by safekeeping receipts in the name of and for the benefit of the Town. The custodian shall be a trust department with an account with a Federal Reserve Bank and authorized to act as trustee in North Carolina. The safekeeping institution shall annually provide a copy of their most recent report on internal controls (Statement of Auditing Standards (SAS) No. 70 – Service Organizations).

   Certificated securities are to be avoided where possible. Any certificated securities shall be registered in the name of the Town and held in the custody of the finance officer.

3. Internal Controls
   The finance officer shall establish a system of internal controls, which shall be documented in writing. The internal controls shall be reviewed with the independent auditor. The controls shall be designed to prevent the loss of public funds arising from fraud, employee error, misrepresentation by third parties, unanticipated changes in financial markets, or imprudent actions by employees and officers of the Town. Compliance with these procedures is to be addressed through the annual independent audit of the Town.

4. Deposit and Investment Risk
   In establishing internal controls, consideration should be given to the risk and disclosure requirements of Governmental Accounting Standards Board (GASB) Statement No. 40 – "Deposit and Investment Risk Disclosures".

VII. Suitable and Authorized Investments

1. Investment Types
   Only the investments authorized by G.S. 159-30 will be permitted by this policy.

2. Collateralization
   As required by G.S. 159-31(b) - Selection of depository; deposits to be secured, full collateralization will be required on all funds on deposit or deposited at interest. The finance officer is responsible for notifying the depository at the time a new deposit account is opened or a certificate of deposit is purchased that the account is a public deposit account subject to the collateralization requirements.

3. Repurchase Agreements
   Repurchase agreements shall be consistent with G.S. 159-30(c)(12).

VIII. Investment Parameters

1. Diversification

   To reduce credit risk, the investments shall be diversified by:

   - Limiting investments to avoid over-concentration in securities from a specific issuer or business sector (excluding U.S. Treasury securities), and
   - Limiting investment in securities that have higher credit risks.
   - For Commercial Paper, no more than 5% of the Town's total investment portfolio may be concentrated with one issuer and issuers with at least one long-term rating are preferred.

   To reduce interest rate risk, the investments shall be diversified by:

   - Investing in securities with varying maturities, and
   - Continuously investing a portion of the portfolio in readily available funds such as a mutual fund for local government investment certified by the Local Government Commission pursuant to G.S. 159-30(c)(8), currently The North Carolina Capital Management Trust.

2. Maximum Maturities

   To the extent possible, the Town shall attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the Town will not directly invest in securities maturing more than three (3) years from the date of purchase or in accordance with state and local statutes and ordinances. The Town shall adopt weighted average maturity limitations (which often range from 90 days to 3 years), consistent with the investment objectives.

   Reserve funds and other funds with longer-term investment horizons may be invested in securities exceeding three (3) years if the maturities of such investments are made to coincide as nearly as practicable with the expected use of funds. The intent to invest in securities with longer maturities shall be disclosed in writing to the Town of Huntersville Board of Commissioners prior to the investment.

   Because of inherent difficulties in accurately forecasting cash flow requirements, a portion of the portfolio should be continuously invested in readily available funds such as The North Carolina Capital Management Trust or FDIC insured money market deposit accounts or other collateralized funds with pooling method banks to ensure that appropriate liquidity is maintained to meet ongoing obligations.

3. Competitive Bids

   The finance officer shall obtain competitive bids from at least three brokers or financial institutions on all purchases of investment instruments purchased on the secondary market.

IX. Reporting

1. Methods

   The finance officer shall prepare an investment report monthly, including a management summary that provides an analysis of the status of the current investment portfolio and the individual transactions executed over the month. This management summary will be prepared in a manner which will allow the Town to ascertain whether investment activities during the reporting period have conformed to the investment policy. The report should be provided to the Town Manager and the Town Board of Commissioners. The report may include the following:

   - Listing of individual securities held at the end of the reporting period,
   - Realized and unrealized gains or losses resulting from appreciation or depreciation by listing the cost and market value of securities,
   - Average weighted yield to maturity of portfolio on investments as compared to applicable benchmarks,
   - Listing of investments by maturity date, and
   - Percentage of the total portfolio which each type of investment represents.

2. Statutorily Required Reports

   The finance officer shall prepare and timely file the following reports:

   - A "Notification of Public Deposit" on form COLL-91 with each depository and provide a copy to the State Treasurer as of June 30 of each year;
   - The semi-annual reports on form LGC 203 required to be filed with the Local Government Commission pursuant to G.S. 159-33 – Semiannual report on status of deposits and investments;
   - The Annual Financial Information Report ("AFIR") required to be filed with the Local Government Commission pursuant to G.S. 159-33.1 – Semiannual report of financial information; and
   - Such other report as may, from time to time, be required.

2. Performance Standards

   The investment portfolio will be managed in accordance with the parameters specified within this policy. The portfolio should obtain a market average rate of return during a market/economic environment of stable interest rates. A series of appropriate benchmarks shall be established against which portfolio performance shall be compared on a regular basis. The benchmarks shall be reflective of the actual securities being purchased, the risks undertaken, and the benchmarks shall have a similar weighted average maturity as the portfolio.

3. Marking to Market

   The market value of the portfolio shall be obtained from an independent source monthly and a statement of the market value of the portfolio shall be issued monthly. This will ensure that review of the investment portfolio, in terms of value and price volatility, has been performed.

   In defining market value, consideration should be given to the requirements of Governmental Accounting Standards Board (GASB) Statement No. 31 –

"***Accounting and Financial Reporting for Certain Investments and for External Investment Pools***" as amended.

X. Policy Considerations

1. Exemption
   Any investment not in compliance with G.S. 159-30 shall be sold in accordance with the provisions of G.S. 159-33. Any investment currently held that does not meet the guidelines of this policy shall be exempted from the requirements of this policy. At maturity or liquidation, such monies shall be reinvested only as provided by this policy.

2. Annual Review
   This policy shall be reviewed on an annual basis. Any changes must be approved by the finance officer and any other appropriate authority, as well as the individuals charged with maintaining internal controls.

XI. Approval and Amendment of Cash Management and Investment Policy

The cash management and investment policy and any amendments shall be formally approved and adopted by resolution of the Town of Huntersville Board of Commissioners and reviewed annually.

XII. Attachments: G.*S. 159-30 – Investment of idle funds*

Investment Trading Relationship Agreement

Policy adopted [*amended*] by resolution dated: [*Date*]

NC G S § 159-30. Investment of idle funds.

(a) A local government or public authority may deposit at interest or invest all or part of the cash balance of any fund. The finance officer shall manage investments subject to whatever restrictions and directions the governing board may impose. The finance officer shall have the power to purchase, sell, and exchange securities on behalf of the governing board. The investment program shall be so managed that investments and deposits can be converted into cash when needed.

(b) Moneys may be deposited at interest in any bank, savings and loan association, or trust company in this State in the form of certificates of deposit or such other forms of time deposit as the Commission may approve. Investment deposits, including investment deposits of a mutual fund for local government investment established under subdivision (c)(8) of this section, shall be secured as provided in G.S. 159-31(b).

(b1) In addition to deposits authorized by subsection (b) of this section, the finance officer may deposit any portion of idle funds in accordance with all of the following conditions:

(1) The funds are initially deposited through a bank or savings and loan association that is an official depository and that is selected by the finance officer.

(2) The selected bank or savings and loan association arranges for the redeposit of funds in deposit accounts of the local government or public authority in one or more federally insured banks or savings and loan associations wherever located, provided that no funds shall be deposited in a bank or savings and loan association that at the time holds other deposits from the local government or public authority.

(3) The full amount of principal and any accrued interest of each deposit account are covered by federal deposit insurance.

(4) The selected bank or savings and loan association acts as custodian for the local government or public authority with respect to the deposit in the local government's or public authority's account.

(5) On the same date that the local government or public authority funds are redeposited, the selected bank or savings and loan association receives an amount of federally insured deposits from customers of other financial institutions wherever located equal to or greater than the amount of the funds invested by the local government or public authority through the selected bank or savings and loan association.

(c) Moneys may be invested in the following classes of securities, and no others:

(1) Obligations of the United States or obligations fully guaranteed both as to principal and interest by the United States.

(2) Obligations of the Federal Financing Bank, the Federal Farm Credit Bank, the Bank for Cooperatives, the Federal Intermediate Credit Bank, the Federal Land Banks, the Federal Home Loan Banks, the Federal Home Loan Mortgage Corporation, Fannie Mae, the Government National Mortgage Association, the Federal Housing Administration, the Farmers Home Administration, the United States Postal Service.

(3) Obligations of the State of North Carolina.

(4) Bonds and notes of any North Carolina local government or public authority, subject to such restrictions as the secretary may impose.

(5) Savings certificates issued by any savings and loan association organized under the laws of the State of North Carolina or by any federal savings and loan association having its principal office in North Carolina; provided that any principal amount of such certificate in excess of the amount insured by the federal government or any agency thereof, or by a mutual deposit guaranty association authorized by the Commissioner of Banks of the Department of Commerce of the State of North Carolina, be fully collateralized.

(6) Prime quality commercial paper bearing the highest rating of at least one nationally recognized rating service and not bearing a rating below the highest by any nationally recognized rating service which rates the particular obligation.

(7) Bills of exchange or time drafts drawn on and accepted by a commercial bank and eligible for use as collateral by member banks in borrowing from a federal reserve bank, provided that the accepting bank or its holding company is either (i) incorporated in the State of North Carolina or (ii) has outstanding publicly held obligations bearing the highest rating of at least one nationally recognized rating service and not bearing a rating below the highest by any nationally recognized rating service which rates the particular obligations.

(8) Participating shares in a mutual fund for local government investment; provided that the investments of the fund are limited to those qualifying for investment under this subsection (c) and that said fund is certified by the Local Government Commission. The Local Government Commission shall have the authority to issue rules and regulations concerning the establishment and qualifications of any mutual fund for local government investment.

(9) A commingled investment pool established and administered by the State Treasurer pursuant to G.S. 147-69.3.

(10) A commingled investment pool established by interlocal agreement by two or more units of local government pursuant to G.S. 160A-460 through G.S. 160A-464, if the investments of the pool are limited to those qualifying for investment under this subsection (c).

(11) Evidences of ownership of, or fractional undivided interests in, future interest and principal payments on either direct obligations of the United States government or obligations the principal of and the interest on which are guaranteed by the United States, which obligations are held by a bank or trust company organized and existing under the laws of the United States or any state in the capacity of custodian.

(12) Repurchase agreements with respect to either direct obligations of the United States or obligations the principal of and the interest on which are guaranteed by the United States if entered into with a broker or dealer, as defined by the Securities Exchange Act of 1934, which is a dealer recognized as a primary dealer by a Federal Reserve Bank, or any commercial bank, trust company or national banking association, the deposits of which are insured by the Federal Deposit Insurance Corporation or any successor thereof if:

a. Such obligations that are subject to such repurchase agreement are delivered (in physical or in book entry form) to the local government or public authority, or any financial institution serving either as trustee for the local government or public authority or as fiscal agent for the local government or public authority or are supported by a safekeeping receipt issued by a depository satisfactory to the local government or public authority, provided that such repurchase agreement must provide that the value of the underlying obligations shall be maintained at a current market value, calculated at least daily, of not less than one hundred percent (100%) of the repurchase price, and, provided further, that the financial institution serving either as trustee or as fiscal agent for the local government or public authority holding the obligations subject to the repurchase agreement hereunder or the depository issuing the safekeeping receipt shall not be the provider of the repurchase agreement;

b. A valid and perfected first security interest in the obligations which are the subject of such repurchase agreement has been granted to the local government or public authority or its assignee or book entry procedures, conforming, to the extent practicable, with federal regulations and satisfactory to the local government or public authority have been established for the benefit of the local government or public authority or its assignee;

c. Such securities are free and clear of any adverse third party claims; and

d. Such repurchase agreement is in a form satisfactory to the local government or public authority.

(13) In connection with funds held by or on behalf of a local government or public authority, which funds are subject to the arbitrage and rebate provisions of the Internal Revenue Code of 1986, as amended, participating shares in tax-exempt mutual funds, to the extent such participation, in whole or in part, is not subject to such rebate provisions, and taxable mutual funds, to the extent such fund provides services in connection with the calculation of arbitrage rebate requirements under federal income tax law; provided, the investments of any such fund are limited to those bearing one of the two highest ratings of at least one nationally recognized rating service and not bearing a rating below one of the two highest ratings by any nationally recognized rating service which rates the particular fund.

(d) Investment securities may be bought, sold, and traded by private negotiation, and local governments and public authorities may pay all incidental costs thereof and all reasonable costs of administering the investment and deposit program. Securities and deposit certificates shall be in the custody of the finance officer who shall be responsible for their safekeeping and for keeping accurate investment accounts and records.

(e) Interest earned on deposits and investments shall be credited to the fund whose cash is deposited or invested. Cash of several funds may be combined for deposit or investment if not otherwise prohibited by law; and when such joint deposits or investments are made,

interest earned shall be prorated and credited to the various funds on the basis of the amounts thereof invested, figured according to an average periodic balance or some other sound accounting principle. Interest earned on the deposit or investment of bond funds shall be deemed a part of the bond proceeds.

(f) Registered securities acquired for investment may be released from registration and transferred by signature of the finance officer.

(g) A local government, public authority, an entity eligible to participate in the Local Government Employee's Retirement System, or a local school administrative unit may make contributions to a Local Government Other Post-Employment Benefits Trust established pursuant to G.S. 159-30.1.

(h) A unit of local government employing local law enforcement officers may make contributions to the Local Government Law Enforcement Special Separation Allowance Fund established in G.S. 147-69.5. (1957, c. 864, s. 1; 1967, c. 798, ss. 1, 2; 1969, c. 862; 1971, c. 780, s. 1; 1973, c. 474, ss. 24, 25; 1975, c. 481; 1977, c. 575; 1979, c. 717, s. 2; 1981, c. 445, ss. 1-3; 1983, c. 158, ss. 1, 2; 1987, c. 672, s. 1; 1989, c. 76, s. 31; c. 751, s. 7(46); 1991 (Reg. Sess., 1992), c. 959, s. 77; c. 1007, s. 40; 1993, c. 553, s. 55; 2001-193, s. 16; 2001-487, s. 14(o); 2005-394, s. 2; 2007-384, ss. 4, 9; 2010-175, s. 1; 2013-305, s. 1.)

Town of Huntersville
Investment Trading Relationship Agreement

In consideration of and as a prerequisite to conducting investment business with the Town of Huntersville, North Carolina, the undersigned investment/financial institution (hereinafter referred to as "FIRM") agrees to the following terms and conditions:

ELIGIBLE INVESTMENT SECURITIES

- The FIRM acknowledges that it has received and is familiar with the Cash Management and Investment Policy of the Town of Huntersville and the North Carolina General Statutes governing the investments which are eligible for purchase by local government in North Carolina.
- The FIRM agrees to offer no investment to the Town that is not an authorized investment under the Town's Cash Management and Investment Policy and the NC General Statutes, including the NC Attorney General's interpretations thereof.
- The FIRM certifies that it will inform the Town if any instrument offered for purchase possesses a rating that is dependent on a letter of credit.
- The FIRM certifies that it is a qualified institution within the meaning prescribed in the Town's Cash Management and Investment Policy and understands that this agreement is void in the event it ceases to be qualified to conduct business with the Town.

CONFIRMATION AND TRANSACTIONS

- The FIRM agrees that it will send confirmation on every transaction promptly to the following address:

  Attn: Jackie Huffman
  Finance Director
  Town of Huntersville
  PO Box 664
  Huntersville, NC 28070
- The FIRM recognizes that the only authorized investment representatives of the Town are the Finance Director and Assistant Finance Director.
- The FIRM agrees to send a quarterly statement of financial position and an audited annual financial statement to the Town Finance Director within 10 business days after each business period.
- This agreement may be canceled upon written notification by the FIRM or the Town. The agreement is automatically canceled if the FIRM ceases to be a qualified institution within the meaning prescribed by the Town's Cash Management and Investment Policy.
- The undersigned authorized representative of the FIRM agrees on behalf of the FIRM, that the provisions of this agreement will be followed relating to the permissible investments and that if the Town sustains losses as a result of the FIRM's failure to abide by the provisions of this agreement relating to the permissible investments, then the FIRM will be liable for resulting losses and will reimburse the Town the amount of these losses. Where interest-bearing or discounted instruments are involved, calculation of the loss shall include any interest earnings or amortized discount that the Town would have been entitled to from the date of the investment to the date of settlement for the loss.

- The FIRM agrees that any changes to this agreement will not be effective unless authorized in writing by the Town Finance Director. The Town agrees that it will notify the FIRM of any changes in its Cash Management and Investment Policy. This agreement becomes effective upon signature of the Town Finance Director.

_____

Firm

_____

Person Authorized to Bind Firm (Type or Print)

_____

Signature Date

_____

Position/Title

Town of Huntersville

_____

Jackie Huffman, CPA Finance Director

Town of Huntersville
REQUEST FOR BOARD ACTION
3/6/2017

REVIEWED:

To: The Honorable Mayor and Board of Commissioners
From: Janet Pierson, Town Clerk
Subject: Election Filing Fees

Consider determining filing fees for Mayor and Town Commissioner for the 2017 Election.

ACTION RECOMMENDED:
Determine Filing Fees

FINANCIAL IMPLICATIONS:

ATTACHMENTS:

	Description	Type
🗋	Letter from Board of Elections	Backup Material

Mary Potter Summa
Chairperson

Elizabeth M. McDowell
Secretary

Carol Hill Williams
Member

MECKLENBURG COUNTY
Board of Elections

Michael G. Dickerson
Director of Elections

February 17, 2017

Mr. Gerry Vincent
Town Manager
Post Office Box 664
Huntersville, North Carolina 28070

Dear Mr. Vincent,

Enclosed you will find the list of "Dates & Deadlines" for the 2017 Municipal Elections to be held in Mecklenburg County. As outlined in General Statute §163-294.2(e), the filing fees for Mayor and Town Commissioners are determined by the governing board.

The filing fees for Huntersville in 2015 were as follows:

Mayor	$10.00
Board of Commissioners	$5.00

Please provide written confirmation of your filing fees once determined. Filing begins Friday, July 7, 2017 at 12:00pm. If you have any questions, do not hesitate to contact me at 704-336-2133. Thank you for your attention to this matter.

Sincerely yours,

Michael Dickerson
Director
Mecklenburg County
Board of Elections

Enclosure

cc: Members, Board of Elections

Candidate Filing Opens: Friday, July 7th at Noon
Candidate Filing Closes: Friday, July 21st at Noon

2017 PRIMARY ELECTION

First Day Absentee (By Mail)	Friday, August 11th	8:00 AM	§163-227.3.
Deadline for Primary Registration	Friday, August 18th	5:00 PM	§163-82.20. (h)
First Day Absentee (In Person)	Thursday,August 24th	8:00 AM	§163-227.2. (b)
Last Day Absentee (By Mail)	Tuesday, September 5th	5:00 PM	§163-230.1. (a)
Last Day Absentee (In Person)	Saturday, September 9th	1:00 PM	§163-227.2. (b)
Last Day to Return Absentee Ballots	Monday, September 11th	5:00 PM	§163-231. (b)
Sick/Disabled Deadline	Monday, September 11th	5:00 PM	§163-230.1. (a1)
ELECTION DAY PRIMARY	**Tuesday, September 12th**	**6:30 AM-7:30 PM**	§163-279. (a) (2)
Certification of Primary	Friday, September 22nd	11:00 AM	§163-182.5. (b) §163-291. (5)
ELECTION DAY 2ND PRIMARY (if necessary)	**Tuesday, October 10th**	**6:30 AM-7:30 PM**	§163-279. (a) (2)
Certification of 2nd Primary (if necessary)	Friday, October 20th	11:00 AM	§163-182.5. (b) §163-294. (b)

2017 MATTHEWS PRIMARY (If Necessary)

Deadline for Primary Registration (Matthews Only)	Friday, September 15th	5:00 PM	§163-82.20. (h)
ELECTION DAY - MATTHEWS	**Tuesday, October 10th**	**6:30 AM-7:30 PM**	§163-279. (a) (3)
Certification of Matthews Primary	Friday, October 20th	11:00 AM	§163-182.5. (b) §163-291. (5)

2017 GENERAL ELECTION

First Day of Absentee (By Mail)	Friday, October 6th	8:00 AM	§163-227.3.
Deadline for Registration	Friday, October 13th	5:00 PM	§163-82.20. (h)
First Day of Absentee (In Person)	Thursday, October 19th	8:00 AM	§163-227.2. (b)
Last Day Absentee (By Mail)	Tuesday, October 31st	5:00 PM	§163-230.1. (a)
Last Day Absentee (In Person)	Saturday, November 4th	1:00 PM	§163-227.2. (b)
Last Day to Return Absentee Ballots	Monday, November 6th	5:00 PM	§163-231. (b)
Sick/ Disabled Deadline	Monday, November 6th	5:00 PM	§163-230.1. (a1)
ELECTION DAY GENERAL	**Tuesday, November 7th**	**6:30 AM-7:30 PM**	§163-279. (a) (2)
Certification of Election	Friday, November 17th	11:00 AM	§163-182.5. (b)

Town of Huntersville
REQUEST FOR BOARD ACTION
3/6/2017

REVIEWED:

To: The Honorable Mayor and Board of Commissioners
From: Commissioner Rob Kidwell
Subject: Resolution Opposing House Bill 64

Consider adopting Resolution Opposing House Bill 64.

ACTION RECOMMENDED:

FINANCIAL IMPLICATIONS:

ATTACHMENTS:

	Description	Type
🗋	Resolution	Resolution

RESOLUTION OPPOSING HOUSE BILL 64

WHEREAS, Municipalities in North Carolina have a long standing history of being well managed - with no election improprieties or gross mismanagement of power; and

WHEREAS, we as local officials care for the health, safety and well-being of our citizens and the property encompassed within our municipalities; and

WHEREAS, we believe local officials, who live and work daily in the communities they represent, can best determine the specific needs of our citizens and our communities; and

WHEREAS, Municipal Elections are purposely held in odd numbered years and in the Town of Huntersville these elections are held every two years and are nonpartisan and of North Carolina's 533 cities, only eight have chosen to have partisan elections; and

WHEREAS, Municipal Elections are held in odd years with National and State Elections held in even years, in order to separate partisan national elections from local government elections; and

WHEREAS, the separation of National and State Elections from Municipal Elections allow citizens to focus on the issues and candidates that are of singular importance to their individual neighborhoods and communities.

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Town of Huntersville is opposed to House Bill 64 which would move Municipal Elections to even number years due to the following reasons:

1. Elections in odd numbered years allows people to be informed regarding local issues and municipal candidates who can best serve their communities;
2. This bill is not necessary as citizens currently have the ability to move their elections to odd numbered years if they choose to do so by requesting local Legislative action;
3. There would be no cost savings as Municipal Governments pay for Municipal Elections;
4. Citizens should retain local control of their municipalities and Municipal Elections without the interference of National and State influences;
5. If moved to even number years to coordinate with National and State Elections, Municipal Elections would become partisan and driven by national issues and candidates.

BE IT FURTHER RESOLVED that a copy of this Resolution is recorded in the official minutes of the meeting of the Town of Huntersville and a copy be provided to the State and Local Government II, House Standing Committee Members: Chairman John R. Bradford, II, Representatives: Jay Adams, John Autry, Cynthia Ball, James L. Boles, Jr., Beverly G. Boswell, Charles Graham, George Graham, Joe John, Phillip A. Lehman, Stephen M. Ross, John Sauls, Mitchell S. Setzer, Bob Steinburg, Sam Watford and Linda Hunt Williams.

Adopted this 6th day of March, 2017.

_____

ATTEST: John Aneralla, Mayor of Huntersville

_____

Janet Pierson
Town Clerk

Town of Huntersville
REQUEST FOR BOARD ACTION
3/6/2017

REVIEWED:

To: The Honorable Mayor and Board of Commissioners
From: Mayor John Aneralla
Subject: HFFA RFQ/RFP Discussion

ACTION RECOMMENDED:

FINANCIAL IMPLICATIONS:

ATTACHMENTS:

Description	Type
Proposed RFQ	Backup Material

REQUEST FOR QUALIFICATIONS
TOWN OF HUNTERSVILLE, NORTH CAROLINA
HUNTERSVILLE FAMILY FITNESS & AQUATIC CENTER

The Town of Huntersville, North Carolina, seeks Statements of Qualifications and Proposal from interested private sector firms to provide full service management for the Huntersville Family Fitness & Aquatic Center ("HFFA") located at 11725 Verhoeff Drive, Huntersville, NC.

The Facility:

HFFA is a Town of Huntersville facility opened in 2001. The 88,000 square foot facility presently includes full aquatic and fitness activities, and consists of a 50-meter Olympic size pool with a 10 meter diving tower, a 25-meter (warm water) pool, an outdoor family fun pool, a full court gymnasium, a complete fitness center, programs and services for children (preschool, birthday parties, and summer camps) and group exercise studio.

Expectations of Applicant:

A qualified applicant will be expected to be responsible for maintenance of the facilities, to provide scheduling of activities, work with various swim and diving programs, to operate the fitness center and oversee its use, to work with healthcare providers using the facilities for rehabilitation and similar purposes, to recruit and host regional and even national swimming and diving events, to market the facilities for both outside use and increase membership in the facility, and to provide all business and management services to operate the facility. The management group will be expected to fully staff the facility, and all such staff will be employees of the management group and not of the Town of Huntersville.

Submittal Requirements:

The Town of Huntersville invites private sector management firms to submit Proposals for the day to day operations of the Huntersville Family Fitness & Aquatic Center. The proposal shall include:

1. A statement of qualifications which includes:
    a. A signed cover letter from firm expressing interest in the proposal and certifying that sufficient resources in personnel, experience, successful financial history and management credentials are provided.
    b. A statement of the firm's philosophy, goals, vision statements and guiding principles.
    c. Statements of previous work experience related to the expectations set forth above.
    d. Resumes of professional staff and/or a detailed description of work experience.
    e. References from clients.
    f. Any other pertinent information associated with the proposal.
2. A proposed management fee, including all costs associated with the operation of HFFA.
3. A management plan of how HFFA will operate on a daily basis.

Selection Criteria and Process:

It is anticipated that the Town will begin the review of Proposals in mid to late April. Proposals will be evaluated based on the qualifications of the development team, the scope of work, and references. The firm determined to be the most qualified and best able to meet the Town's expectations for managing the HFFA shall be invited to enter into contract negotiations.

Proposals Due:

March 31, 2017

Further Information:

For further information and/or questions regarding the content of this Request for Qualifications, please contact:

Gerry Vincent, Interim Town Manager
Town of Huntersville
Post Office Box 664
Huntersville, North Carolina 28078
704-875-6541

Or visit us online at: http://www.huntersville.org

Town of Huntersville
REQUEST FOR BOARD ACTION
3/6/2017

REVIEWED:

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

Consider approving the minutes of the February 20, 2017 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

February 20, 2017
6:30 p.m. – Huntersville Town Hall

PRE-MEETING

The Huntersville Board of Commissioners held a pre-meeting at the Huntersville Town Hall at 5:00 p.m. on February 20, 2017.

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

Commissioner Bales made a motion to go into closed session for economic development. Commissioner Guignard seconded motion. Motion carried unanimously.

The Board returned from closed session.

Jackie Huffman, Finance Director, reviewed proposed changes to the Financial Policy. *Refer to Exhibit No. 1.*

Bill Coxe, Transportation Planner, presented PowerPoint on Gilead Road widening. *Refer to Exhibit No. 2.*

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 February 20, 2017.

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

Mayor Aneralla called the meeting to order.

Mayor Aneralla called for a moment of silence.

Boy Scouts led the Pledge of Allegiance.

MAYOR AND COMMISSIONER REPORTS/STAFF QUESTIONS

Mayor Aneralla

- The next meeting of the Metropolitan Transit Commission is Wednesday. There's some movement on CATS to start looking at ways of funding the Red Line and the additional lines.

DRAFT

From my perspective if they look to start studying additional lines up here, it would not be something that I would support. The question is what do we do with the ½ cent sales tax that we've been giving to Charlotte for the Blue Line and other transportation needs they have.

Commissioner Bales – No Report

Commissioner Boone

- The next meeting of the Huntersville Ordinances Advisory Board is March 2.
- The Battle of the Badges Blood Drive will be at Birkdale Village on March 25.
- Encouraged residents to participate in Huntersville Fire Department's fund drive.
- Recognized Police Officers present at meeting.

Commissioner Gibbons

- The Veterans Service Officer met with the Interim Town Manager last week and they have found some space in Planning so they can have an office in the area for 1-2 days a week.

Commissioner Guignard

- Centralina Council of Governments met last week. Thurman Ross from Cornelius was appointed to the Executive Board.
- Attended Scout Sunday at Huntersville Presbyterian Church.
- The ocular melanoma people are partnering with the Lake Norman Lions Club for a fundraiser pancake breakfast on March 11 at Huntersville United Methodist Church.
- The Angels of 97 21st Annual Spaghetti Dinner is March 18.
- Received spreadsheet on ABC distributions that show cities in Wake County are receiving more than Huntersville.

Commissioner Kidwell – No Report

Commissioner Phillips

- Announced upcoming Chamber events
- Reported on recent Visit Lake Norman events.

Commissioner Boone questioned if there had been any complaints concerning the food truck ordinance passed about a year ago.

Jack Simoneau, Planning Director, reported that no complaints had been received.

PUBLIC COMMENTS, REQUESTS, OR PRESENTATIONS

Todd Steiss, 8932 Deerland Court, Chair of the Huntersville Greenway Commission, updated the board on efforts to get a dirtway within the Vermillion community. The county can't help construct a dirtway until we have easements for property owned by the HOA and the developer. Both the HOA and the developer are willing to grant those easements, and we are working through that process.

Bruce Andersen, 16125 Weatherly Way, addressed the Board in opposition to Petition #R16-09. *Written comments attached hereto as Exhibit No. 3.*

Joe Sailers, 9332 Westminster Drive, addressed the Board in opposition to Petition #R16-09.

DRAFT

Mayor Aneralla recognized Planning Board members present: Hal Bankirer, Jennifer Davis, Joe Sailers, and Joanne Miller.

AGENDA CHANGES

Commissioner Boone moved Item C under the Consent Agenda to Item G under Other Business.

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

Commissioner Bales seconded motion.

Motion carried unanimously.

PUBLIC HEARINGS

None

OTHER BUSINESS

Petition #16-05. Petition #R16-05 is a request by Crescent Communities to rezone approximately 224 acres located northeast of Ervin Cook Road and Gilead Road from Transitional Residential to Neighborhood Residential – Conditional District.

David Peete, Principal Planner, noted that the Petitioner, Crescent Communities, has requested to withdraw the project. *Refer to e-mail attached hereto as Exhibit No. 4.*

Commissioner Gibbons made a motion upon request made on February 17, 2017 by the petitioner, Crescent Communities, petitioner for rezoning request #R16-05 (Ervin Cook Road), said petitioner is permitted and authorized to withdraw the rezoning petition without prejudice to their right to refile for rezoning when the petitioner deems it appropriate.

Commissioner Guignard seconded motion.

Motion carried unanimously.

Ervin Cook Road Subdivision Sketch Plan. Commissioner Gibbons made a motion to accept the withdrawal of the sketch plan for the subdivision R16-05 by the Petitioner with the same right without prejudice and have their right to refile for rezoning when the petitioner deems it appropriate.

Commissioner Guignard seconded motion.

Motion carried unanimously.

Petition #R16-09. Petition #R16-09 is a request by Daniel Phillips, Madeline Phillips and Helga Haddix to rezone 9.25 acres (portion of Parcel 00902202, known as 14936 Brown Mill Road) from Rural to Special Purpose Conditional District to allow the construction of a 123,225 sq. ft. mini-warehouse facility.

Commissioner Guignard made a motion to recuse Commissioner Phillips.

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Commissioner Gibbons seconded motion.

Motion carried 5-0.

Brad Priest, Senior Planner, entered the Staff report into the record. *Staff Report attached hereto as Exhibit No. 5.* Mr. Priest reviewed changes to the plan that were submitted after the Staff Report was sent to the Board regarding buffers, addition of office flex space and elevations. Staff is fine with the changes submitted.

Staff does not recommend approval at this time due to the request being inconsistent with the approved Comprehensive Transportation Plan for NC 73 realignment and inconsistent with Policies CD-1 and CD-5 of the Huntersville 2030 Community Plan.

The Planning Board recommended denial by a unanimous vote on January 24, 2017. Some of the reasons the Planning Board noted have been updated and no longer apply, however the Planning Board did mention the Comprehensive Transportation Plan as well.

Highlights of discussion include:

- Location of parking for office flex space. Staff noted they are fine with that being designed at the permitting stage.
- Why existing roadbed of NC 73 could not be extended to make it a 4-lane highway. Staff explained that that state is currently going through the environmental document under federal standards. The information on relative impacts and benefits of either widening the existing road or relocating the road as is recommended have not yet been developed, so there is no information upon which to base a recommendation one way or another at this point in time. It is estimated that a preliminary environmental assessment document will be available Summer 2018 which would give enough information to be able to draw a conclusion as to what the recommendation will be. The final decision is not expected until Summer 2019. A widening project for NC 73 from Business 16 in Lincoln County to Vance Road Extension is scheduled for Fiscal Year 2021.

Commissioner Bales stated that numerous changes have been made since the Planning Board made their recommendation and made a motion to send this back to the Planning Board to review at their February 28, 2017 meeting and consideration of action be on the Town Board's March 6, 2017 agenda.

Commissioner Boone seconded motion.

Motion carried 3 to 2, with Commissioners Kidwell and Gibbons opposed.

Commissioner Gibbons made a motion to bring Commissioner Phillips back.

Commissioner Guignard seconded motion.

Motion carried 5-0.

Northwest Huntersville Transportation Study Contract. Alignments for future thoroughfares in northwestern Huntersville must be defined in order to ensure that future development patterns are compatible with the transportation system needed to serve them. The future roadways include but may not be limited to extensions of Birkdale Commons Parkway, Hugh Torance Parkway, and Ervin Cook

DRAFT

Road. A contract and scope of work have been prepared to utilize a private consultant firm in conjunction with Town staff to engage the public and conduct these studies. Preliminary schedule would allow substantial work completion by end of 2017.

Commissioner Kidwell made a motion to authorize the Interim Town Manager to execute a contract in an amount not to exceed $100,000 with Gresham Smith and Partners to conduct the Northwest Huntersville Transportation Study.

Commissioner Boone seconded motion.

Motion carried 5 to 1, with Commissioner Phillips opposed.

Request for Canine. The Police Department is requesting authorization to purchase, train and equip a fifth canine using funds from the Police Capital Outlay Account. Adding a fifth position will increase the availability of canines, which in turn will improve the likelihood of the detection of drug evidence and the apprehension of suspects who flee or hide from the police. The cost to purchase and train the additional canine is $10,800.

Highlights of discussion included:

- Why fifth canine was not requested during last budget process.
- Frequency of monthly training for K9 officers and their animals.
- When the canines locate drugs and contraband, the Police Department can be awarded vehicles and sums of money through the Federal Asset Seizure Process.

Commissioner Kidwell made a motion to authorize the use of funds in the amount of $10,800 from the Police Capital Outlay account to purchase and train one additional canine.

Commissioner Boone seconded motion.

Motion carried 4 to 2, with Commissioners Phillips and Guignard opposed.

Mayor Aneralla noted that it is his belief that officers with canines should be required to live in the Town limits.

Huntersville Ordinances Advisory Board Appointments. When initially appointed to the Huntersville Ordinances Advisory Board, three members (Jay Henson, Brian Hines and Nick Walsh) were appointed to a one year term. All three have expressed interest in being reappointed to a full two-year term.

Commissioner Boone nominated Brian Hines, Nick Walsh and Jay Henson.
Commissioner Kidwell nominated Jonathan Bradshaw, Nick Walsh and Brian Hines.
Commissioner Phillips nominated Brian Hines, Jay Henson and Matthew P. Jones.

Vote for Brian Hines – Commissioners Bales, Boone, Gibbons, Guignard, Kidwell and Phillips in favor.
Vote for Jay Henson – Commissioners Bales, Boone, Gibbons, Guignard and Phillips in favor.
Vote for Nick Walsh – Commissioners Bales, Boone, Gibbons, Guignard and Kidwell in favor.

Brian Hines, Jay Henson and Nick Walsh were appointed to two-year terms on the Huntersville Ordinances Advisory Board.

DRAFT

Budget Amendment – Police. Commissioner Boone questioned the process for choosing company to repair police vehicles.

Chief Spruill explained that the insurance company determines how much is going to be paid. There are only two companies in Huntersville that have the ability to do all the services required – mechanical, body work, etc. The Town currently uses Toyota Collision which charges a lower hourly rate.

Commissioner Phillips requested the Chief provide statistics to the Board on how many police vehicles have been involved in accidents.

Commissioner Guignard made a motion to approve budget amendment recognizing insurance revenue in the amount of $2,340.99 and appropriate to the Police Department's insurance account.

Commissioner Bales seconded motion.

Motion carried 5 to 1, with Commissioner Phillips opposed.

CONSENT AGENDA

Approval of Minutes – January 9. Commissioner Guignard made a motion to approve the minutes of the January 9, 2017 Special Town Board Meeting. Commissioner Kidwell seconded motion. Motion carried unanimously.

Approval of Minutes – February 6. Commissioner Guignard made a motion to approve the minutes of the February 6, 2017 Regular Town Board Meeting. Commissioner Kidwell seconded motion. Motion carried unanimously.

Budget Amendment – Parks & Recreation. Commissioner Guignard made a motion to approve budget amendment appropriating Signage revenue in the amount of $1,000 to the Printing account for five ball field signs and also appropriate Sponsorship revenue of $16,000 to Downtown Festival expense. Commissioner Kidwell seconded motion. Motion carried unanimously.

Budget Amendment. Commissioner Guignard made a motion to approve budget amendment recognizing $22,956.06 in revenue and expense so that funds are available to pay taxes from property closings and additional removal of substandard housing. Commissioner Kidwell seconded motion. Motion carried unanimously.

Tax Refunds. Commissioner Guignard made a motion to approve tax refunds. Commissioner Kidwell seconded motion. Motion carried unanimously.

Tax Refund Reports attached hereto as Exhibit No. 6.

Call for Public Hearing – Economic Development. Commissioner Guignard made a motion to call a public hearing for Monday, March 20, 2017 at 6:30 p.m. at Huntersville Town Hall to consider an economic development incentive grant to Oerlikon Metro. Commissioner Kidwell seconded motion. Motion carried unanimously.

Budget Amendment – Ocular Melanoma. Commissioner Guignard made a motion to approve budget amendment recognizing Ocular Melanoma grant revenue in the amount of $100,000 and appropriate to

DRAFT

the Contract Services – Ocular Melanoma expense account. Commissioner Kidwell seconded motion. Motion carried unanimously.

Budget Amendment – Commerce Station. Commissioner Guignard made a motion to approve budget amendment recognizing $1,215,220 revenue and authorize its expenditure to Commerce Station. Commissioner Kidwell seconded motion. Motion carried unanimously.

CLOSING COMMENTS

Commissioner Kidwell expressed appreciation to the Town Clerk for her work.

Commissioner Gibbons reported on Black History Month he attended at the Bob Blythe Building.

Mayor Aneralla reported that he attended a service at Hopewell AME where BeeJay Caldwell was the first honoree for their Community Service Award. The Mayor's Luncheon is tomorrow. The Kiwanis will hold a pancake breakfast on Saturday.

There being no further business, the meeting was adjourned.

Approved this the _____ day of _____, 2017.

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Town of Huntersville
REQUEST FOR BOARD ACTION
3/6/2017

REVIEWED:

To: The Honorable Mayor and Board of Commissioners
From: Jack Simoneau
Subject: Land Development Ordinances Advisory Board Name Change

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Change the name from the Land Development Ordinances Advisory Board to the Huntersville Ordinances Advisory Board to more accurately reflect their duties.

ACTION RECOMMENDED:
Change the Name

FINANCIAL IMPLICATIONS:

Town of Huntersville
REQUEST FOR BOARD ACTION
3/6/2017

REVIEWED:

To: The Honorable Mayor and Board of Commissioners
From: David Peete, AICP, Principal Planner
Subject: Call for Public Hearing - Skybrook North CD Rezoning Revision

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Request to call a public hearing for Monday, April 3, 2017 at 6:30 PM, Huntersville Town Hall on Petition # R16-07, a request by Skybrook, LLC to revise the existing Conditional District rezoning plan for approximately 171.88-acres to remain Transitional Residential Conditional District (TR-CD) with an increase in density and other site plan changes. TR-CD zoning is requested to permit 220 single-family lots located north of Huntersville-Concord Road and west of Poplar Tent Church Road. Acreage is currently vacant, with a few single-family homes.

ACTION RECOMMENDED:
Call Public Hearing for April 3, 2017

FINANCIAL IMPLICATIONS:
TBD

Town of Huntersville
REQUEST FOR BOARD ACTION
3/6/2017

REVIEWED:

To: The Honorable Mayor and Board of Commissioners
From: Jackie Huffman Finance Director / Gerry Vincent Interim Town Manager
Subject: Approve FY 2017 audit contract

State law requires annual audits of our financial statements. Staff has negotiated the contract with Martin Starnes & Associates who have audited the Town's financial statements for several years. The proposed contract cost is $33,050. Comparable towns in NC paid the following amounts according to the State Treasurer's Office website for FY 2015, the most recent year available:

Kannapolis*	$33,550
Mooresville	$49,000
Gastonia*	$52,550
Concord	$64,000
Apex	$49,900
Hickory*	$56,000

* indicates other Martin Starnes clients.

All audits vary in complexity, number of funds, data provided by staff, etc.

Please approve contract.

ACTION RECOMMENDED:
Approve contract

FINANCIAL IMPLICATIONS:
Pay contract amount of $33,050.

ATTACHMENTS:

Description	Type
Contract	Backup Material

LGC-205 (Rev. 2017)

CONTRACT TO AUDIT ACCOUNTS

Of Town of Huntersville, NC
Primary Governmental Unit

N/A
Discretely Presented Component Unit (DPCU) if applicable

On this 27th day of February, 2017,

Auditor: Martin Starnes & Associates, CPAs, P.A. Auditor Mailing Address:

730 13th Avenue Dr. SE, Hickory, NC 28602 Hereinafter referred to as The Auditor

and Board of Commissioners (Governing Board(s)) of Town of Huntersville, NC (Primary Government)

and N/A (Discretely Presented Component Unit) : hereinafter referred to as the Governmental Unit(s), agree as follows:

1. The Auditor shall audit all statements and disclosures required by generally accepted accounting principles (GAAP) and additional required legal statements and disclosures of all funds and/or divisions of the Governmental Unit (s) for the period beginning July 1, 2016, and ending June 30, 2017. The non-major combining, and individual fund statements and schedules shall be subjected to the auditing procedures applied in the audit of the basic financial statements and an opinion will be rendered in relation to (as applicable) the governmental activities, the business-type activities, the aggregate DPCUs, each major governmental and enterprise fund, and the aggregate remaining fund information (non-major government and enterprise funds, the internal service fund type, and the fiduciary fund types).

2. At a minimum, the Auditor shall conduct his/her audit and render his/her report in accordance with generally accepted auditing standards. The Auditor shall perform the audit in accordance with *Government Auditing Standards* if required by the State Single Audit Implementation Act, as codified in G.S. 159-34. If required by OMB *Uniform Administration Requirements, Cost Principles, and Audit Requirements for Federal Awards,* (Uniform Guidance) and the State Single Audit Implementation Act, the Auditor shall perform a Single Audit. This audit and all associated audit documentation may be subject to review by Federal and State agencies in accordance with Federal and State laws, including the staffs of the Office of State Auditor (OSA) and the Local Government Commission (LGC). If the audit and auditor communication are found in this review to be substandard, the results of the review may be forwarded to the North Carolina State Board of CPA Examiners (NC CPA Board).

   County and Multi-County Health Departments: The Office of State Auditor will designate certain programs that have eligibility requirements to be considered major programs in accordance with OMB Uniform Guidance for the State of North Carolina. The LGC will notify the auditor and the County and Multi-Health Department of these programs. A County or a Multi-County Health Department may be selected to audit any of these programs as major.

3. If an entity is determined to be a component of another government as defined by the group audit standards - the entity's auditor will make a good faith effort to comply in a timely manner with the requests of the group auditor in accordance with AU-6 §600.41 - §600.42.

4. This contract contemplates an unqualified opinion being rendered. The audit shall include such tests of the accounting records and such other auditing procedures as are considered by the Auditor to be necessary in the circumstances. Any limitations or restrictions in scope which would lead to a qualification should be fully explained in an attachment to this contract.

5. If this audit engagement is subject to the standards for audit as defined in *Government Auditing Standards*, 2011 revisions, issued by the Comptroller General of the United States, then by accepting this engagement, the Auditor warrants that he has met the requirements for a peer review and continuing education as specified in *Government*

Auditing Standards. The Auditor agrees to provide a copy of their most recent peer review report regardless of the date of the prior peer review report to the Governmental Unit and the Secretary of the LGC prior to the execution of the audit contract (See Item 22). **If the audit firm received a peer review rating other than pass,** the Auditor shall not contract with the Governmental Unit without first contacting the Secretary of the LGC for a peer review analysis that may result in additional contractual requirements.

If the audit engagement is not subject to Government Accounting Standards or if financial statements are not prepared in accordance with GAAP and fail to include all disclosures required by GAAP, the Auditor shall provide an explanation as to why in an attachment..

6. It is agreed that time is of the essence in this contract. All audits are to be performed and the report of audit submitted to the State and Local Government Finance Division (SLGFD) within four months of fiscal year end. Audit report is due on: October 31, 2017. If it becomes necessary to amend this due date or the audit fee, an amended contract along with a written explanation of the delay must be submitted to the secretary of the LGC for approval.

7. It is agreed that generally accepted auditing standards include a review of the Governmental Unit's systems of internal control and accounting as same relate to accountability of funds and adherence to budget and law requirements applicable thereto; that the Auditor will make a written report, which may or may not be a part of the written report of audit, to the Governing Board setting forth his findings, together with his recommendations for improvement. That written report must include all matters defined as "significant deficiencies and material weaknesses" in AU-C 265 of the *AICPA Professional Standards (Clarified)*. The Auditor shall file a copy of that report with the Secretary of the LGC.

8. All local government and public authority contracts for audit or audit-related work require the approval of the Secretary of the LGC. This includes annual or special audits, agreed upon procedures related to internal controls, bookkeeping or other assistance necessary to prepare the Governmental Unit's records for audit, financial statement preparation, any finance-related investigations, or any other audit-related work in the State of North Carolina. **Invoices for services rendered under these contracts shall not be paid by the Governmental Unit until the invoice has been approved by the Secretary of the LGC**. (This also includes any progress billings.) [G.S. 159-34 and 115C-447] All invoices for Audit work must be submitted by email in PDF format to the Secretary of the LGC for approval. The invoices must be sent via upload through the current portal address: http://nctreasurer.slgfd.leapfile.net Subject line should read "Invoice – [Unit Name]. The PDF invoice marked 'approved' with approval date will be returned by email to the Auditor to present to the Governmental Unit for payment. Approval is not required on contracts and invoices for system improvements and similar services of a non-auditing nature.

9. In consideration of the satisfactory performance of the provisions of this contract, the Primary Governmental Unit shall pay to the Auditor, upon approval by the Secretary of the LGC, the fee, which includes any cost the Auditor may incur from work paper or peer reviews or any other quality assurance program required by third parties (Federal and State grantor and oversight agencies or other organizations) as required under the Federal and State Single Audit Acts. (**Note: Fees listed on signature pages**.)

10. If the Governmental Unit has outstanding revenue bonds, the Auditor shall include documentation either in the notes to the audited financial statements or as a separate report submitted to the SLGFD along with the audit report, a calculation demonstrating compliance with the revenue bond rate covenant. Additionally, the Auditor should be aware that any other bond compliance statements or additional reports required in the authorizing bond documents need to be submitted to the SLGFD simultaneously with the Governmental Unit's audited financial statements unless otherwise specified in the bond documents.

11. After completing the audit, the Auditor shall submit to the Governing Board a written report of audit. This report shall include, but not be limited to, the following information: (a) Management's Discussion and Analysis, (b) the financial statements and notes of the Governmental Unit and all of its component units prepared in accordance with GAAP, (c) supplementary information requested by the client or required for full disclosure under the law, and (d) the Auditor's opinion on the material presented. The Auditor shall furnish the required number of copies of the report of audit to the Governing Board as soon as practical after the close of the accounting period.

12. If the audit firm is required by the NC CPA Board or the Secretary of the LGC to have a pre-issuance review of their audit work, there must be a statement added to the engagement letter specifying the pre-issuance review including a statement that the Governmental Unit will not be billed for the pre-issuance review. The pre-issuance review must be performed **prior** to the completed audit being submitted to the LGC. The pre-issuance report must accompany the audit report upon submission to the LGC.

13. The Auditor shall electronically submit the report of audit to the LGC as a text-based PDF file when (or prior to) submitting the invoice for services rendered. The report of audit, as filed with the Secretary of the LGC, becomes a matter of public record for inspection, review and copy in the offices of the SLGFD by any interested parties. Any subsequent revisions to these reports must be sent to the Secretary of the LGC. These audited financial statements, excluding the Auditors' opinion, may be used in the preparation of official statements for debt offerings, by municipal bond rating services to fulfill secondary market disclosure requirements of the Securities and Exchange Commission and other lawful purposes of the Governmental Unit without subsequent consent of the Auditor. If it is determined by the LGC that corrections need to be made to the Governmental Unit's financial statements, they should be provided within three days of notification unless another time frame is agreed to by the LGC.

    If the OSA designates certain programs to be audited as major programs, as discussed in item #2, a turnaround document and a representation letter addressed to the OSA shall be submitted to the LGC.

    The LGC's process for submitting contracts, audit reports and invoices is subject to change. Auditors should use the submission process in effect at the time of submission. The most current instructions will be found on our website: https://www.nctreasurer.com/slg/Pages/Audit-Forms-and-Resources.aspx

14. Should circumstances disclosed by the audit call for a more detailed investigation by the Auditor than necessary under ordinary circumstances, the Auditor shall inform the Governing Board in writing of the need for such additional investigation and the additional compensation required therefore. Upon approval by the Secretary of the LGC, this contract may be varied or changed to include the increased time and/or compensation as may be agreed upon by the Governing Board and the Auditor

15. If an approved contract needs to be varied or changed for any reason, the change must be made in writing, on theAmended LGC-205 contract form and pre-audited if the change includes a change in audit fee. This amended contract needs to be completed in full, including a written explanation of the change, signed and dated by all original parties to the contract, and then must be submitted through the audit contract portal to the Secretary of the LGC for approval. The portal address to upload your amended contract is http://nctreasurer.slgfd.leapfile.net No change shall be effective unless approved by the Secretary of the LGC, the Governing Board, and the Auditor.

16. A copy of the engagement letter, issued by the Auditor and signed by both the Auditor and the Governmental Unit should be attached to the contract, and by reference here becomes part of the contract. In case of conflict between the terms of the engagement letter and the terms of this contract, the terms of this contract will control. Engagement letter terms that conflict with the contract are deemed to be void unless the conflicting terms of this contract are specifically deleted in Item #25 of this contract. Engagement letters containing indemnification clauses will not be approved by the LGC.

17. Special provisions should be limited. Please list any special provisions in an attachment.

18. A separate contract should not be made for each division to be audited or report to be submitted. If a DPCU is subject to the audit requirements detailed in the Local Government Budget and Fiscal Control Act and a separate audit report is issued, a separate audit contract is required. If a separate report is not to be issued and the DPCU is included in the primary government audit, the DPCU must be named along with the parent government on this audit contract. Signatures from the DPCU Board chairman and finance officer also must be included on this contract.

19. The contract must be executed, pre-audited, physically signed by all parties including Governmental Unit and Auditor signatures and submitted in PDF format to the Secretary of the LGC. The current portal address to upload your contractual documents is http://nctreasurer.slgfd.leapfile.net Electronic signatures are not accepted at this time. Included with this contract are instructions to submit contracts and invoices for approval as of November 2016. These instructions are subject to change. Please check the NC Treasurer's web site at https://www.nctreasurer.com/slg/Pages/Audit-Forms-and-Resources.aspx for the most recent instructions.

20. The contract is not valid until it is approved by the LGC Secretary. The staff of the LGC shall notify the Governmental Unit and Auditor of contract approval by email. **The audit should not be started before the contract is approved.**

21. There are no other agreements between the parties hereto and no other agreements relative hereto that shall be enforceable unless entered into in accordance with the procedure set out herein and approved by the Secretary of the LGC.

22. **E-Verify**. Auditor **shall comply** with the requirements of NCGS Chapter 64 Article 2. Further, if Auditor utilizes any subcontractor(s), Auditor **shall require** such subcontractor(s) to comply with the requirements of NCGS Chapter 64, Article 2.

23. Contractor hereby certifies that Contractor, and all subcontractors, are not on the Iran Final Divestment List ("List") created by the North Carolina State Treasurer pursuant to N.C.G.S. 147-86.58. Contractor shall not utilize any subcontractor that is identified on the List.

25. All of the above paragraphs are understood and shall apply to this contract, except the following numbered paragraphs shall be deleted: (See Item 16 for clarification).

SIGNATURE PAGES FOLLOW

Contract to Audit Accounts (cont.) Town of Huntersville, NC

Primary Governmental Unit

N/A

Discretely Presented Component Units (DPCU) if applicable

Town of Huntersville, NC - **FEES**

Year-end bookkeeping assistance – [*For audits subject to Government Auditing Standards, this is limited to bookkeeping services permitted by revised Independence Standards*]

Audit $25,800

Preparation of the annual financial Statements $7,250

Prior to submission of the completed audited financial report, applicable compliance reports and amended contract (if required) the Auditor may submit invoices for approval for services rendered, not to exceed 75% of the total of the stated fees above. If the current contracted fee is not fixed in total, invoices for services rendered may be approved for up to 75% of the prior year audit fee.

The 75% cap for interim invoice approval for this audit contract is $ 24,787.50

**** NA if there is to be no interim billing**

Communication regarding audit contract requests for modification or official approvals will be sent to the email addresses provided in the spaces below.

Audit Firm Signature:

Martin Starnes & Associates, CPAs, P.A.

Name of Audit Firm

By Amber Y. McGhinnis, Senior Audit Manager

Authorized Audit firm representative name: Type or print

Amber Y McGhinnis

Signature of authorized audit firm representative

Date February 27, 2017

amcghinnis@martinstarnes.com

Email Address of Audit Firm

Governmental Unit Signatures:

Town of Huntersville, NC

Name of Primary Government

By John Aneralla, Mayor

Mayor / Chairperson: Type or print name and title

Signature of Mayor/Chairperson of governing board

Date

By N/A

Chair of Audit Committee - Type or print name

N/A **

Signature of Audit Committee Chairperson

Date N/A

*** If Governmental Unit has no audit committee, mark this section "N/A"*

Town of Huntersville, NC

PRE-AUDIT CERTIFICATE: Required by G.S. 159-28 (a)

This instrument has been pre-audited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act. Additionally, the following date is the date this audit contract was approved by the governing body.

By Jackie Huffman, Finance Director

Primary Governmental Unit Finance Officer:

Type or print name

Primary Government Finance Officer Signature

Date

*(Pre-audit Certificate **must be dated**.)*

jhuffman@huntersville.org

Email Address of Finance Officer

Date Primary Government Governing Body Approved Audit Contract - G.S. 159-34(a)

Contract to Audit Accounts (cont.) Town of Huntersville, NC

Primary Governmental Unit

N/A

Discretely Presented Component Units (DPCU) if applicable

**** This page to only be completed by Discretely Presented Component Units ****

N/A **FEES**

Year-end bookkeeping assistance – [*For audits subject to Government Auditing Standards, this is limited to bookkeeping services permitted by revised Independence Standards*] N/A

Audit N/A

Preparation of the annual financial Statements N/A

Prior to submission of the completed audited financial report, applicable compliance reports and amended contract (if required) the Auditor may submit invoices for approval for services rendered, not to exceed 75% of the total of the stated fees above. If the current contracted fee is not fixed in total, invoices for services rendered may be approved for up to 75% of the prior year audit fee.

The 75% cap for interim invoice approval for this audit contract is $ N/A

**** NA if there is to be no interim billing**

Communication regarding audit contract requests for modification or official approvals will be sent to the email addresses provided in the spaces below.

DPCU Governmental Unit Signatures:

N/A

Name of Discreetly Presented Component Unit

By N/A

DPCU Board Chairperson: Type or print name and title

N/A

Signature of Chairperson of DPCU governing board

Date N/A

By N/A

Chair of Audit Committee - Type or print name

N/A **

Signature of Audit Committee Chairperson

Date N/A

*** If Governmental Unit has no audit committee, mark this section "N/A"*

PRE-AUDIT CERTIFICATE: Required by G.S. 159-28 (a)

This instrument has been pre-audited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act. Additionally, the following date is the date this audit contract was approved by the governing body.

By N/A

DPCU Finance Officer:

Type or print name

N/A

DPCU Finance Officer Signature

Date

*(Pre-audit Certificate **must be dated**.)*

N/A

Email Address of Finance Officer

Date DPCU Governing Body Approved Audit Contract - G.S. 159-34(a)

N/A

Steps to Completing the Audit Contract

1. Complete the Header Information – NEW: If a DPCU is subject to the audit requirements as detailed in the Local Government Budget and Fiscal Control Act and a separate audit report is issued, a separate audit contract is required. If a separate report is not issued for the DPCU and is to be included in the Primary Government's audit, the DPCU must be named with the parent government on this Audit contract. The Board chairman of the DPCU also must sign the Audit contract.

2. Item No. 1 – Complete the period covered by the audit

3. Item No. 6 – Fill in the audit due date. For Governmental Unit (s), the contract due date can be no later than 4 months after the end of the fiscal year, even though amended contracts may not be required until a later date.

4. Item No. 8 – If the process for invoice approval instructions changed, the Auditor should make sure he and his administrative staff are familiar with the current process. Instructions for each process can be found at the following link. https://www.nctreasurer.com/slg/Pages/Audit-Forms-and-Resources.aspx

5. Item No. 9 – NEW: Please note that the fee section has been moved to the signature pages, Pages 5 & 6.

6. Item No. 16 – NEW: It is now expected that an engagement letter will be attached to the contract. Has the engagement letter been attached to the contract submitted to the SLGFD?

   a. Do the terms and fees specified in the engagement letter agree with the Audit contract? *"In case of conflict between the terms of the engagement letter and the terms of this contract, the terms of this contract will control."*

   b. Does the engagement letter contain an indemnification clause? **The audit contract will not be approved if there is an indemnification clause – refer to LGC Memo # 986.**

7. Complete the fee section for BOTH the Primary Government and the DPCU (if applicable) on the signature pages, please note:

   - The cap on interim payments is 75% of the current audit fee for services rendered if the contracted fee amount is a fixed amount. If any part of the fee is variable, interim payments are limited to 75% of the prior year's total audit fee. If the contract fee is partially variable, we will compare the authorized interim payment on the contract to 75% of last year's actual approved total audit fee amount according to our records. There is a report of audit fees paid by each governmental unit on our web site: https://www.nctreasurer.com/slg/Pages/Non-Audit-Services-and-Audit-Fees.aspx - Auditors and Audit Fees.
     Please call or email Darrus Cofield at 919-814-4299 darrus.cofield@nctreasurer.com if you have any questions about the fees on this list.

   - For variable fees for services, are the hourly rates or other rates clearly stated in detail? If issued separately in an addendum, has the separate page been acknowledged in writing by the Governmental Unit?

- For fees for services that are a combination of fixed and variable fees, are the services to be provided for the fixed portion of the fee clearly stated? Are the hourly rates or other rates clearly stated for the variable portion of the fee? (Note: See previous bullet point regarding variable fees.)

- If there is to be no interim billing, please indicate N/A instead of leaving the line blank.

8. Signature Area – There are now 2 Signature Pages: one for the Primary Government and one for the DPCU. Send the page(s) that are applicable to your Unit of Government. Make sure all signatures have been obtained, and properly dated. **The contract must be approved by Governing Boards pursuant to G.S. 159-34(a).** NEW - If this contract includes auditing a DPCU that is a Public Authority under the Local Government Budget and Fiscal Control Act it must be named in this Audit contract and the Board chairperson of the DPCU **must also sign** the Audit contract in the area indicated. If the DPCU has a separate Audit, a separate Audit contract is required for the DPCU.

9. Please place the date the Unit's Governing Board and the DPCU's governing Board (if applicable) approved the audit contract in the space provided.

   a. Please make sure that you provide email addresses for the audit firm and finance officer as these will be used to communicate official approval of the contract.

   b. Has the pre-audit certificate for the Primary Government (and the DPCU if applicable) been signed and dated by the appropriate party?

   c. Has the name and title of the Mayor or Chairperson of the Unit's Governing Board and the DPCU's Chairperson (if applicable) been typed or printed on the contract and has he/she signed in the correct area directly under the Auditor's signature?

10. If the Auditor is performing an audit under the yellow book or single audit rules, has year-end bookkeeping assistance been limited to those areas permitted under the revised GAO Independence Standards? Although not required, we encourage Governmental Units and Auditors to disclose the nature of these services in the contract or an engagement letter. Fees for these services should be shown in the space indicated on the applicable signature page(s) of the contract.

11. Has the most recently issued peer review report for the audit firm been included with the contract? This is required if the audit firm has received a new peer review report that has not yet been forwarded to us. The audit firm is only required to send the most current Peer Review report to us once – not multiple times.

12. After all the signatures have been obtained and the contract is complete, please convert the contract and all other supporting documentation to be submitted for approval into a PDF file. Peer Review Reports should be submitted in a separate PDF file. These documents should be submitted using the most current submission process which can be obtained at the NC Treasurer's web site – https://www.nctreasurer.com/slg/Pages/Audit-Forms-and-Resources.aspx.

13. NEW: If an audit is unable to be completed by the due date, an Amended Contract should be completed and signed by the unit and auditor, using the new "Amended LGC-205" form (Rev. 2015). The written explanation for the delay is now included on the contract itself to complete, and must be signed by the original parties to the contract.

Town of Huntersville
REQUEST FOR BOARD ACTION
3/6/2017

REVIEWED:

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

Recognize auto insurance revenue (103820.9999) in the amount of $14,846.42 and appropriate to the Police Department's Vehicle Insurance account (105100.0452) for multiple vehicle claims. There are two separate incidents covered; $5,571.42 is related to the auto claim that involved multiple vehicles Chief Spruill described at the February 20 meeting. Our insurance carrier frequently pays in multiple supplements based on revising estimated repair costs when each vehicle enters the shop; this reimbursement is the second of three reimbursements. The remaining $9,275.00 is related to a single car auto claim on December 15, 2016 on Old Statesville Road.

ACTION RECOMMENDED:
Approve Budget Amendment.

FINANCIAL IMPLICATIONS:
Additional revenue in the amount of $14,846.42; no change to fund balance.

Town of Huntersville
REQUEST FOR BOARD ACTION
3/6/2017

REVIEWED:

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

Recognize auto insurance revenue (103820.9999) in the amount of $952.60 and appropriate to the Police Department's Vehicle Insurance account (105100.0452). This claim involved a driver colliding with the Town's parked car.

ACTION RECOMMENDED:
Approve Budget Amendment.

FINANCIAL IMPLICATIONS:
Additional revenue in the amount of $952.60.