



# City of Salisbury

North Carolina

## COUNCIL MEETING AGENDA

October 18, 2022  
6:00 p.m.

*The meeting will be held in a hybrid format and the public may attend virtually using this link: <https://bit.ly/3RRIVHK>. The meeting will also be streamed live at [salisburync.gov/webcast](https://salisburync.gov/webcast) and on the City's Facebook account.*

*Anyone who wishes to speak via Zoom during public comment must sign-up by 5:00 p.m. on October 18, 2022 by contacting Kelly Baker at [kbake@salisburync.gov](mailto:kbake@salisburync.gov). Citizens who wish to speak in person can sign up in Council Chambers.*

1. Call to order.
2. Moment of Silence.
3. Pledge of Allegiance.
4. Adoption of Agenda.
5. Council to recognize Communications Specialist Kaisha Brown on her selection as Rotarian of the Year by the Rowan Rotary Club.
6. Mayor to proclaim the following observance:

MAKE A DIFFERENCE DAY

October 22, 2022

7. Council to consider the CONSENT AGENDA:
  - (a) Approve Minutes of the regular meeting of October 3, 2022.
  - (b) Approve two Right-of-Way Use Permits for the intermittent use of two parking spaces on Main Street from October 31, 2022 through December 16, 2022 and the sidewalk and one travel lane on East Fisher Street from October 19, 2022 through March 1, 2023 for renovations to the Bell Block Building.
8. Council to receive public comment. ***Speakers who wish to speak via Zoom must sign-up before 5:00 p.m. by contacting Kelly Baker at [kbake@salisburync.gov](mailto:kbake@salisburync.gov).*** Citizens who wish to speak in person can sign-up in Council Chambers. Citizens who are unable to speak during the meeting may submit written comments to the email above and they will be shared with Council.

**COUNCIL MEETING AGENDA – PAGE 2 – OCTOBER 18, 2022**

9. Council to consider issuance of a Special Use Permit to permit the operation of a commercial child care center at 529 West Innes Street: *(Presenter – Development Services Manager Teresa Barringer)*
  - (a) Swear in those persons testifying at public hearing
  - (b) Ex Parte Disclosure
  - (c) Hold a public hearing – present evidence
    - (1) Receive testimony from staff
    - (2) Receive testimony from proponents and opponents
  - (d) Findings of Fact
  - (e) Decision – Council to consider issuing a Special Use Permit to permit a commercial child care center at 529 West Innes Street.
10. Council to consider approving a major site plan for the construction of a 1,710 square foot minor vehicle services facility located within a General Development overlay. *(Presenter – Development Services Manager Teresa Barringer)*
11. Council to consider releasing a Request for Proposals (RFP) for the purchase and redevelopment of The Plaza building located at 100 West Innes Street. *(Presenter – Planning Director Hannah Jacobson)*
12. Council to consider approving the proposed employee pay grade and classification schedule included in the Classification and Pay study recommended by the MAPS Group October 10, 2022. *(Presenter – City Manager Jim Greene, Jr.)*
13. Council to consider appointments to various boards and commissions.
14. City Attorney's Report
  - (a) Council to consider exercising an option to purchase real property located at 130 South Main Street.
15. City Manager's Report.
16. Council's Comments.
17. Mayor Pro Tem's Comments.
18. Mayor's Announcements and Comments.
  - (a) The Police Department will host its next "Cultivating Community Conversations" Thursday, October 27, 2022 at 5:30 p.m. at Milford Hills Baptist Church located at 1238 East Colonial Drive. Members of the Police Chief's Advisory Board will lead open discussion between officers and residents. Food will be served.
19. Adjourn.

# Salisbury City Council Agenda Item Request Form



Please Select Submission Category: ☐ Public ☐ Council ☐ Manager ☒ Staff

Requested Council Meeting Date: Tuesday, October 18th

Name of Group(s) or Individual(s) Making Request: Communications/Administration

Name of Presenter(s):

Requested Agenda Item: Congratulate Kaisha Brown as Rowan Rotary, Rotarian of the Year

Description of Requested Agenda Item: Communications Specialist Kaisha Brown was honored last month as Rotarian of the Year by the Rowan Rotary for her commitment to service in our community.

Attachments: ☐ Yes ☒ No

**Fiscal Note:** *(If fiscal note requires approval by finance department because item exceeds \$100,000 or is related to grant funds, please fill out signature blocks for finance at bottom of form and provide supporting documents)*

Action Requested of Council for Agenda Item: *(Please note if item includes an ordinance, resolution or petition)*

Contact Information for Group or Individual:

Rowan Rotary President

☐ **Consent Agenda** (item requires no discussion and will be voted on by Council or removed from the consent agenda to the regular agenda)

☐ **Regular Agenda** (item to be discussed and possibly voted on by Council)

## FINANCE DEPARTMENT INFORMATION:

Finance Manager Signature

Department Head Signature

Budget Manager Signature

**\*\*\*All agenda items must be submitted at least 7 days before the requested Council meeting date\*\*\***

## For Use in Clerk's Office Only

☐ Approved

☐ Delayed

☐ Declined

Reason:

Salisbury, North Carolina  
October 3, 2022

## **REGULAR MEETING**

**PRESENT:** Mayor Karen K. Alexander, Presiding; Mayor Pro Tem Tamara Sheffield, Council Members Harry McLaughlin, David Post, and Anthony Smith; City Manager Jim Greene, Jr., City Clerk Kelly Baker; and City Attorney J. Graham Corriher.

**ABSENT:** None.

Salisbury City Council met in Council Chambers in City Hall located at 217 South Main Street. The meeting was called to order by Mayor Alexander at 6:00 p.m. A moment of silence was taken.

## **PLEDGE OF ALLEGIANCE**

Mayor Alexander led participants in the Pledge of Allegiance to the United States flag.

## **UPDATE – TROPICAL STORM IAN**

Mayor Alexander asked Fire Chief Bob Parnell to provide an update regarding tropical storm Ian. Mayor Alexander thanked the Fire, Police, and Communications Departments, Public Works, and Salisbury Rowan Utilities (SRU) for their preparation and response to the tropical storm.

City Manager Jim Greene thanked staff for its collaboration, preparation, and planning for the tropical storm. He recognized the Fire Department and Division Chief David Morris for leading the effort.

Chief Parnell and Division Chief Morris addressed Council regarding the City's preparation and response to the storm. Mr. Morris recognized the work and preparation from City departments.

Division Chief Morris stated Public Works responded to a dozen fallen trees and road closures through Saturday. He noted Fire and Police personnel responded to 34 safety incidents within 10 hours including vehicle accidents, a structure fire, a tree on a home, and medical calls associated with the storm.

Division Chief Morris commented the Municipal Operations Center was open at Fire Station 5 from 2:00 p.m. until 10:00 p.m. on Friday. He recognized Rowan County Emergency Management for the exchange of communication between the City and County emergency services. He added communication took place through designated radio channels while using GIS reporting software to provide real-time updates and photos to assist emergency crews. He noted a windshield survey was conducted and some areas are still cleaning up debris and making repairs to homes, however, all storm-related power outages within the City have been restored.

Council thanked staff for its preparation and work during tropical storm Ian.

### **ADOPTION OF THE AGENDA/ CHANGES TO THE AGENDA**

Mayor Alexander noted the following changes to the Agenda:

Postpone: Item 10 – Council to adopt an Ordinance amending the Land Development District Map of the City of Salisbury, North Carolina, rezoning 1215 Old Concord Road, approximately 8.1 acres, Tax Map 069 Parcel 006 from Corridor Mixed-Use zoning to Corridor Mixed-Use zoning with a Conditional District Overlay.

Add: Item 17e – As a part of the “Move with the Mayor” initiative, the public is invited to join City Council for a line dancing class at Bell Tower Green Park with the Salisbury Dancing Queens and King. The free event is scheduled for Tuesday, October 4, 2022 from 11:00 a.m. to noon and is for all fitness levels. For more information, visit [www.salisburync.gov](http://www.salisburync.gov).

Thereupon, Mayor Pro Tem Sheffield made a **motion** to adopt the Agenda with the noted changes. Mayor Alexander, Mayor Pro Tem Sheffield, Councilmembers McLaughlin, Post, and Smith voted AYE. (5-0)

### **PROCLAMATIONS**

Mayor to proclaim the following observances:

MOVE WITH THE MAYOR AND COUNCIL  
FIRE PREVENTION WEEK

October 4, 2022  
October 9-15, 2022

## **CONSENT AGENDA**

(a) Minutes

Approve Minutes of the special and regular meetings of September 20, 2022.

(b) Voluntary Annexation – Country Club Village

Receive the Certificate of Sufficiency for the voluntary annexation of Country Club Village on Hawkinstown Road, Tax Map 324 Parcel 060, and adopt a Resolution setting the date of the public hearing for November 1, 2022.

RESOLUTION SETTING DATE OF PUBLIC HEARING ON THE QUESTION OF THE ANNEXATION OF COUNTRY CLUB VILLAGE, HAWKINSTOWN ROAD, TAX MAP 324 PARCEL 060 PURSUANT TO G.S. 160A-31.

(The above Resolution is recorded in full in Resolution Book No. 16 at Page No. 69-70, and is known as Resolution 2022-49.)

(c) Contract – CDMA Cellular Endpoint Exchange Project

Award a contract in the amount of \$507,500 for the CDMA Cellular Endpoint Exchange Project and adopt a Capital Project Amendment in the amount of \$92,500 to appropriate Water and Sewer Fund Balance to cover the increased cost of the project.

(d) Contract – McAdams Company

Authorize the City Manager to execute a contract with McAdams Company in an amount not to exceed \$48,820 for engineering services associated with the feasibility study of the Mahaley (Heros) Branch.

(e) Contract – ALS of North Carolina

Authorize the City Manager to enter into a unit price contract with ALS of North Carolina in the amount of \$282,000 for Traffic Signal System Network Upgrades. Grant funds for this project were budgeted in FY2022 and will be carried forward to FY2023 for the project.

(f) Contract Payments and Blanket Purchase Orders

Authorize the City Manager to approve the following ongoing contract payments and blanket purchase orders totaling \$273,211.38 that were included in the FY2022-2023 budget:

- 230364 – Ferguson Enterprises – Inventory of difficult to find pipe and pipe fittings for Salisbury-Rowan Utilities - \$115,867.38
- 230396 – Temple, Inc. – Renewal for emergency preemption services for intersection cabinets and fire trucks for Traffic Engineering - \$157,344

Thereupon, Councilmember Post made a **motion** to adopt the Consent Agenda as presented. Mayor Alexander, Mayor Pro Tem Sheffield, Councilmembers McLaughlin, Post, and Smith voted AYE. (5-0)

## **PUBLIC COMMENT**

Mayor Alexander opened the floor to receive public comments.

There being no one to address Council, Mayor Alexander closed the public comment session.

## **PROJECT FINISHING**

Rowan Economic Development Commission (EDC) Vice-President Scott Shelton requested Council consider an economic development incentive request for Project Finishing consisting of applications to the state of North Carolina for a building re-use grant for \$150,000, a One NC Fund Grant for \$50,000, as well as a Local Level 1 Incentive Grant estimated at \$136,814 over five years and hiring a grant administrator in the amount not to exceed \$6,000.00.

Mr. Shelton explained the company behind Project Finishing is a manufacturer based in the northeastern United States that is well respected and has been in the business for decades. He commented the company is evaluating potential sites and buildings in the southeast to relocate closer to suppliers and is considering a vacant facility in Salisbury for its relocation.

Mr. Shelton stated that if Salisbury is selected, the company will create 29 new jobs over the next three years and invest approximately \$6.85 million through building renovations and major equipment installation. He added a majority of these improvements would be completed by the end of 2023.

Mr. Shelton added the company is requesting assistance under the City's Incentive Grant Program, which states a company that invests over \$5 million is eligible for a "Level 1 Grant." He commented that the five-year grant is equivalent to 75% of the increased tax revenue.

Mr. Shelton emphasized the company is pursuing a \$150,000 Rural Building Reuse Grant from the State of North Carolina to aid in renovations of the building while also seeking a \$50,000 One NC Fund Grant from the State. He added if approved, the grants would be awarded to the City, which would disburse the funds to the company. He stated both grants require a match from the local municipality, and the City can satisfy the local match requirements by approving the Level 1 Grant.

Mr. Shelton requested Council also consider hiring a grant administrator to oversee the Building Reuse Grant portion of the project. He added the EDC estimates the grant administration fee should not exceed \$6,000.

Mr. Shelton stated during the five incentivized years, the total revenue collected is estimated to be \$182,418, with the incentive grant totaling \$136,814 and a total net income to the City of \$45,604. He pointed out that over 10 years, the total revenue collected is estimated to be \$359,717, with the incentive grant totaling \$136,814, resulting in total net revenue of \$222,903.

Councilmember Post inquired about the salary of the jobs created. Mr. Shelton stated the average salary is estimated to be \$70,000 a year.

Councilmember McLaughlin asked how many employees the company plans to hire. Mr. Shelton commented that the company plans to hire 15 employees in the first year, six employees in the second, and the remaining eight employees would be hired within the following year.

Councilmember Post asked if there is a call back if they do not hire 29 employees within three years. Mr. Shelton confirmed both the Building Reuse Grant and One NC Grant require the jobs to be created and maintained within two years.

Councilmember Smith asked if the company would relocate employees or if they plan to hire locally. Mr. Shelton stated the company plans to hire locally but may recruit regionally if needed.

Mayor Alexander convened a public hearing after due notice regarding economic development incentive requests for Project Finishing.

There being no one to address Council, Mayor Alexander closed the public hearing.

Thereupon, Mayor Pro Tem Sheffield made a **motion** to adopt an Authorizing Resolution by the City of Salisbury for the North Carolina Department of Commerce Building Reuse Program “Project Finishing Building Reuse Project.” Mayor Alexander, Mayor Pro Tem Sheffield, Councilmembers McLaughlin, Post, and Smith voted AYE. (5-0)

AUTHORIZING RESOLUTION BY THE CITY OF SALISBURY FOR THE NORTH CAROLINA DEPARTMENT OF COMMERCE BUILDING REUSE PROGRAM “PROJECT FINISHING BUILDING REUSE PROJECT.”

(The above Resolution is recorded in full in Resolution Book No. 16 at Page No. 71, and is known as Resolution 2022-50.)

Thereupon, Councilmember Post made a **motion** to adopt a One North Carolina Fund Incentive Authorizing Resolution for the “Project Finishing Economic Development Project.” Mayor Alexander, Mayor Pro Tem Sheffield, Councilmembers McLaughlin, Post, and Smith voted AYE. (5-0)

ONE NORTH CAROLINA FUND INCENTIVE AUTHORIZING RESOLUTION FOR THE “PROJECT FINISHING ECONOMIC DEVELOPMENT PROJECT.”



(The above Resolution is recorded in full in Resolution Book No. 16 at Page No. 72, and is known as Resolution 2022-51.)

Thereupon, Councilmember Post made a **motion** to authorize the hiring of a grant administrator to oversee the project for an amount not to exceed \$6,000. Mayor Alexander, Mayor Pro Tem Sheffield, Councilmembers McLaughlin, Post, and Smith voted AYE. (5-0)

(The above Resolution is recorded in full in Resolution Book No. 16 at Page No. 71, and is known as Resolution 2022-50.)

Thereupon, Councilmember Post made a **motion** to adopt a One North Carolina Fund Incentive Authorizing Resolution for the “Project Finishing Economic Development Project.” Mayor Alexander, Mayor Pro Tem Sheffield, Councilmembers McLaughlin, Post, and Smith voted AYE. (5-0)

ONE NORTH CAROLINA FUND INCENTIVE AUTHORIZING RESOLUTION FOR THE  
“PROJECT FINISHING ECONOMIC DEVELOPMENT PROJECT.”

(The above Resolution is recorded in full in Resolution Book No. 16 at Page No. 72, and is known as Resolution 2022-51.)

### **2010 OLD CONCORD ROAD – VOLUNTARY ANNEXATION AND REZONING**

Senior Planner Victoria Bailiff addressed Council regarding the voluntary annexation of 19.217 acres located at 2010 Old Concord Road, just south of the Stone Ridge subdivision. She stated the proposal is for a contiguous annexation and City services will be provided. She pointed out staff has followed state statutes and this is the final meeting in the annexation process.

Ms. Bailiff stated the petitioner is Scott Munday of NVR, Inc. She explained the parcel is currently located in the City’s Extra Territorial Jurisdiction (ETJ) and zoned Rural Residential (RR). She noted the applicant is requesting the property be rezoned to General Residential (GR-6) zoning with a Conditional District (CD) overlay. She explained the property must be annexed to connect to City services.

Ms. Bailiff reviewed the surrounding zoning which includes RR and GR-3 zoning. She stated the parcel is surrounded by single family residential and undeveloped, partially wooded property. She pointed out the master plan proposes a 108-unit town home development with recreational open space. She reviewed the landscape and elevation plans, and she noted the only deviation from the Land Development Ordinance (LDO) is a proposed lot width reduction. She explained Section 5.16 of the LDO requires a minimum lot width of 40 feet for town homes in the GR zoning district and the applicant is proposing lot widths of 40, 32, and 24 feet.

Ms. Bailiff indicated staff determined the proposed master plan is consistent with policies N-13, N-14, and N-18 of the Vision 2020 Comprehensive Plan. She added the Technical Review

Committee (TRC) reviewed the plan on January 10, 2022 and recommended approval subject to minor revisions, which were satisfied. She noted Planning Board reviewed the request at its July 26, 2022 meeting and voted unanimously to recommend approval stating that the proposal is consistent with the Vision 2020 Comprehensive Plan.

Mayor Alexander convened a public hearing regarding the voluntary annexation of 19.217 acres located at 2010 Old Concord Road.

Ms. Cindy Reed stated she is a land use attorney and pointed out the proposed lot widths reduces the development foot print and allows for additional open space. She added the proposal includes 120 feet of northern perimeter buffer and 67 feet of southern perimeter buffer.

Mr. Scott Munday noted the proposal exceeds the City's open space requirement and includes walking trails and outdoor seating areas. He pointed out the units include a garage, roof breaks, doors with covered stoops, and fiber cement exterior materials with stone and brick accents.

Councilmember McLaughlin asked how many townhomes are proposed for the lots that will be under 40 feet. Mr. Munday stated the proposal includes 53 24-foot lots, 47 30-foot lots, and eight 40-foot lots.

Councilmember Post asked about the price of the townhomes. Mr. Munday noted based on the current market rate the townhomes will be priced in the \$300,000 price range, but are approximately two years from construction.

Mr. Paul Mitchell stated he is a resident of the Stone Ridge community located next door to the proposed project. He noted Mr. Munday held a Zoom meeting to present the project to residents and increased the buffer between the proposed development and Stone Ridge. He indicated it is going to be a good project and the community will be a good neighbor.

Mr. W. A. Cline stated he is a resident of the Stone Ridge community. He added if the land is to be developed, the proposed project is the best option for the area and he supports the request.

Mr. William McKinney commented he is a resident of Stone Ridge and he opposes the proposed 108 units being located so close to his property. He added he is also concerned about increased traffic on Old Concord Road.

There being no one else to address Council, Mayor Alexander closed the public hearing.

Mayor Alexander convened a public hearing regarding a request to rezone 19.217 acres located at 2010 Old Concord Road.

There being no one to address Council, Mayor Alexander closed the public hearing.

Mayor Pro Tem Sheffield referenced Mr. McKinney's traffic concern, and she asked about the road plan. Councilmember Smith then asked if there will be a turning lane into the development. Ms. Bailiff stated the development will include right and left turn lanes. She noted the North Carolina Department of Transportation (NCDOT) has reviewed the plan and must approve the permit for construction to take place.

Mayor Pro Tem Sheffield then referenced a road on the map, and she asked if it could be a means of ingress or egress for future development. Ms. Bailiff noted it is a stub-out that could serve as a connection to future development. Mayor Alexander requested clarification regarding the cul-de-sac. Ms. Bailiff explained it will be an emergency access and not an official road. City Engineer Wendy Brindle added the emergency access road will have a gate and a Knox box for the Fire department.

Ms. Brindle explained the Institution of Transportation Engineers (ITE) trip generation manual establishes average daily trips and the proposed development could generate up to 630 vehicles per day. She stated staff does not anticipate the development having a significant impact on traffic in the area.

Thereupon, Councilmember Post made a **motion** to adopt an Ordinance to extend the corporate limits of the City of Salisbury, North Carolina, to include 19.217 acres located at 2010 Old Concord Road, Tax Map 064 Parcel 003. Mayor Alexander, Mayor Pro Tem Sheffield, Councilmembers McLaughlin, Post, and Smith voted AYE. (5-0)

ORDINANCE TO EXTEND THE CORPORATE LIMITS OF THE CITY OF SALISBURY, NORTH CAROLINA, TO INCLUDE 19.217 ACRES LOCATED AT 2010 OLD CONCORD ROAD, TAX MAP 064 PARCEL 003.

(The above Ordinance is recorded in full in Ordinance Book No. 30 at Page No. 183-184, and is known as Ordinance 2022-70.)

Councilmember Post stated the Council hereby finds and determines that adoption of an Ordinance to rezone the property described herein is reasonable and in the public interest. The proposal is fundamentally consistent with the goals, objectives, and policies of the Vision 2020 Comprehensive Plan. Thereupon, Mr. Post made a **motion** to adopt an Ordinance amending the Land Development District Map of the City of Salisbury, North Carolina, rezoning 2010 Old Concord Road, approximately 19.217 acres, Tax Map 064 Parcel 003 from Rural Residential zoning to General Residential (GR-6) zoning with a Conditional District Overlay. Mayor Alexander, Mayor Pro Tem Sheffield, Councilmembers McLaughlin, Post, and Smith voted AYE. (5-0)

ORDINANCE AMENDING THE LAND DEVELOPMENT DISTRICT MAP OF THE CITY OF SALISBURY, NORTH CAROLINA, REZONING 2010 OLD CONCORD ROAD, APPROXIMATELY 19.217 ACRES, TAX MAP 064 PARCEL 003 FROM RURAL RESIDENTIAL ZONING TO GENERAL RESIDENTIAL ZONING WITH A CONDITIONAL DISTRICT OVERLAY.

(The above Ordinance is recorded in full in Ordinance Book No. 30 at Page No. 185-186, and is known as Ordinance 2022-71.)

### **LAND DEVELOPMENT DISTRICT MAP AMENDEMENT – 1215 OLD CONCORD ROAD**

This item was postponed.

### **FY2021-2022 CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER)**

Planning Director Hannah Jacobson and Community Development Corporation (CDC) Director Chanaka Yatawara addressed Council regarding the City's FY2021-2022 Consolidated Annual Performance and Evaluation Report (CAPER). Ms. Jacobson noted last year the City spent \$341,000 consisting of \$216,000, or 64%, allocated to housing programs, 10% to pay off the Park Avenue Community Center loan, 10% to support public service agencies, and 16% went to program administration.

Ms. Jacobson reviewed the CDBG CARES Act budget, and she pointed out in 2020 the City received two allocations totaling \$369,171. She stated community agencies have spent \$191,000 of the funding, \$127,000 is obligated, and approximately \$50,000 is available for reallocation to community service organizations.

Mr. Yatawara reviewed the CDBG housing goals. He stated the City primarily uses CDBG funding for owner-occupied housing rehabilitation and in FY2021-2022 three units were completed. He noted the CDC received a \$100,000 grant from the North Carolina Housing Finance Agency for an Urgent Repair Program Grant, and the City provided a 10% match. He explained the funding is used for work that is urgently needed such as roofing, heating, cooling, and making homes ADA accessible. He pointed out most recipients are below 30% of the median income and the others are 50% below the median income. He added the current year's funding was increased to \$132,000 due to increased construction costs. He noted the CDC also received an Essential Single-Family Rehabilitation Grant that used up to \$30,000 to address the essential needs of a home. He indicated needs are prioritized for elderly and disabled families.

Mr. Yatawara stated the CDC provides down payment assistance to families who purchase homes that meet housing quality standards and are move-in ready. He pointed out the CDC has, two homes under construction and the down payment assistance program helps to make the homes affordable. Mayor Alexander asked about the size of the homes the CDC is constructing. Mr. Yatawara stated the homes are approximately 1,300 square feet.

Councilmember Post asked about the percentage of the down payment assistance. Mr. Yatawara explained the down payment assistance is based on the value of the home, and he noted perspective homeowners must pay 30% of their income in a mortgage payment. He pointed out the increase in interest rates will affect mortgage payments. Mr. Post asked about the market value

of the homes that are under construction. Mr. Yatawara stated the market rate will be between \$240,000 and \$250,000, and he displayed photographs of the homes.

Mr. Yatawara stated Council appropriated funding for the Park Avenue Housing Rehabilitation Program, and he noted:

- 12 rehabilitation projects were completed in FY2021-2022
- 9 owner-occupied projects
- 3 rental projects that required a private match from the property owner
- Majority of the projects benefited households at or below the 80% area median income

Ms. Jacobson noted Council had a goal to build a sidewalk on Lash Drive, but the project was delayed due to increased construction costs. She added Council supplemented CDBG funds with General Funds and the project is underway and should be completed next year.

Ms. Jacobson stated CDBG funds are used to support public service agencies that serve low to moderate income populations. She noted there were four sub-recipients of CDBG funds: Rowan Helping Ministries, Family Crisis Council, Meals on Wheels and One Love Community Services who assisted 316 beneficiaries. She added CDBG CARES partners were able to complete their grants and assist 372 beneficiaries.

Ms. Jacobson noted the Landlord/Tenant Rights brochures were distributed, staff participated in resource fairs and hosted a roundtable to discuss fair housing, Mayor Alexander proclaimed April 2022 as Fair Housing Month, and a Fair Housing Act social media trivia contest was held.

Ms. Jacobson stated the CAPER draft is available for public review and comment through October 4, 2022, final comments are due October 5, 2022, and the final draft will be sent to the United States Department of Housing and Urban Development (HUD) on October 6, 2022.

Mayor Alexander convened a public hearing after due notice regarding the City's FY2021-2022 Consolidated Annual Performance and Evaluation Report on the use of Community Development Block Grant and HOME Program funds.

There being no one to address Council, Mayor Alexander closed the public hearing.

## **BOARDS AND COMMISSIONS**

### **Tourism Development Authority**

Upon a motion by Councilmember Post, Mayor Alexander, Mayor Pro Tem Sheffield and Councilmembers McLaughlin, Post, and Smith voting AYE, the following appointment was made to the Tourism Development Authority.

Sada Troutman  
Richard Reinholz

Expires: 08/31/2024  
Expires: 08/31/2024

### **CITY ATTORNEY'S REPORT**

City Attorney Graham Corriher had nothing to report to Council.

### **CITY MANAGER'S REPORT**

City Manager Jim Greene had nothing to report to Council.

### **COUNCIL COMMENTS**

Councilmember McLaughlin commended staff for its hard work regarding the City's storm preparation. He added he was very impressed with the level of communication that was provided to the community.

Mayor Alexander agreed there was excellent team effort from staff regarding storm preparation, and she added the community appreciated the City's hard work.

Councilmember Post thanked City Manager Jim Greene, the Police Department, and the Fire Department for the steady and useful information provided during the storm. He commented everyone did a tremendous job for the citizens.

Councilmember Post suggested permanent fencing be placed between the tennis ball and pickleball courts. He asked if a request is needed to add the item to a future Council meeting for discussion. He explained pickleball players are good citizens that empty the trash, blow the leaves and debris off the courts, and put the wind guard back up when it blows down.

Councilmember Post also noted the handicap parking space at the pickleball and tennis courts is beside concrete steps which is inaccessible to handicap people. He suggested the parking space be moved and the other parking spaces be restriped to allow for additional parking.

Councilmember Smith commended staff for its hard work during tropical storm Ian, and he pointed out the Communications Department did a great job communicating with citizens regarding the work that took place and coordinating meetings to develop storm preparation plans.

### **MAYOR PRO TEM'S COMMENTS**

Mayor Pro Tem Sheffield pointed out this week is Fall Spruce Up Week, and she added it is a great opportunity to place items on the curb for pick up especially items damaged from the storm. She noted it is a great service the City offers, and she also thanked staff for its hard work during the storm.

## **MAYOR'S ANNOUNCEMENTS AND COMMENTS**

### **(a) 9<sup>th</sup> Annual Busker's Bash**

Mayor Alexander announced the 9<sup>th</sup> Annual Busker's Bash will take place Friday, October 7, 2022 from 5:00 p.m. until 9:00 p.m. Buskers will display their talents from 5:30 p.m. until 8:00 p.m. Visitors can pick up their voting pic-pac and map from City Hall, Rowan Museum or in front of Hive. For more information please visit [www.downtownsalisburync.com](http://www.downtownsalisburync.com).

### **(d) BrewFest**

Mayor Alexander announced the first Bell Tower BrewFest will be held Saturday, October 8, 2022 from 12:00 noon until 5:00 p.m. at Bell Tower Green. This ticketed event will allow attendees 21 years of age or older to experience various breweries from across North Carolina. The festival ends at 5:00 p.m. and is followed by a free concert with 20 Ride, a Zac Brown tribute band. For more information and to purchase tickets please visit [www.downtownsalisburync.com](http://www.downtownsalisburync.com).

### **(c) BlockWork**

Mayor Alexander announced the 12<sup>th</sup> annual BlockWork neighborhood improvement project will be held Saturday, October 22, 2022 in the 500 block of West Council Street. The Community Appearance Commission and Housing Advocacy Commission are seeking volunteers to help with exterior home repairs like painting, carpentry, and landscaping. T-shirts, gloves, meals and drinks will be provided. Sign up to volunteer by visiting [www.salisburync.gov/blockwork](http://www.salisburync.gov/blockwork) by Friday, October 14, 2022.

### **(d) Special Council Meeting**

Mayor Alexander announced Council will hold a special meeting on Monday, October 10, 2022 at 6:00 p.m. in Council Chambers in order to receive a report from the MAPS Group regarding an employee compensation plan.

### **(e) Move with the Mayor**

Mayor Alexander announced as a part of the "Move with the Mayor" initiative, the public is invited to join City Council for a line dancing class at Bell Tower Green Park with the Salisbury Dancing Queens and King. The free event is scheduled for Tuesday, October 4, 2022 from 11:00 a.m. to noon and is for all fitness levels. For more information, visit [www.salisburync.gov](http://www.salisburync.gov).

Mayor Alexander thanked staff for its excellent work during tropical storm Ian, and she noted the community felt well protected.

City Manager Jim Greene noted an update regarding Councilmember Post's suggestions

will be provided in the Manager's Report. He thanked Councilmember Post for his recommendation on moving the handicap parking space at the tennis and pickleball courts. He indicated staff has evaluated the handicap parking space to determine dates for when the parking space will be relocated. He noted staff will review the request for restriping the parking spaces to allow for more parking and it will look into the other concerns raised by Mr. Post.

## **ADJOURNMENT**

Motion to adjourn the meeting was made by Councilmember McLaughlin. Mayor Alexander, Mayor Pro Tem Sheffield and Councilmembers McLaughlin, Post and Smith voted AYE. (5-0)

The meeting was adjourned at 7:56 p.m.

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Karen Alexander, Mayor

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Kelly Baker, City Clerk



# Salisbury City Council Agenda Item Request Form



Please Select Submission Category: ☐ Public ☐ Council ☐ Manager ☒ Staff

Requested Council Meeting Date: October 18, 2022

Name of Group(s) or Individual(s) Making Request: Mr. Alfred Wilson, Alfred C Wilson & Co, Inc

Name of Presenter(s): Vickie Eddleman, Traffic Engineering Coordinator

**Requested Agenda Item:** Council to consider approval of two Right-of-Way Use Permits for 133 S. Main St.; the adjacent sidewalk and two (2) parking spaces on S. Main St. from October 31, 2022 through December 16, 2022; and the sidewalk and one travel lane adjacent to the building on E. Fisher St. from October 19, 2022 through March 1, 2023.

## Description of Requested Agenda Item:

Engineering has received a request from Mr. Wilson to have use of the two parking spaces, on South Main Street, for use of an aerial lift for painting of the exterior of the building. The days of operation during the permitted period will be intermittent. The typical work hours, of these days, will be from 7:00 AM to 5:30 PM. The sidewalk will be closed for public safety during this time. An ADA accessible walk-way will be made around the lift, yet still within the parking lane. Mr. Wilson is asking for the use of these spaces from October 31, 2022 through December 16, 2022.

Mr. Wilson was granted a Right of Way Use Permit for the use of the sidewalk for this same purpose. It has been discovered that the sidewalk, with the trees and festoon lights prohibit the lift from being located as needed to perform the work. They have to use the westbound travel lane to position the lift properly. The sidewalk will remain closed to pedestrians during use. Pedestrians will need to be directed to cross the street to continue to use the sidewalk. The days this right of way will be used will be intermittent for the time frame requested. When in use, the typical hours of operation will be from 7:00 AM to 5:30 PM. Mr. Wilson is asking for the use of these spaces from October 18, 2022 through the original permit date of March 1, 2023.

Since these requests for use of right-of-way exceeds 14 calendar days, Section 22-50 of the City Code of Ordinances requires Council approval for the time frames requested.

Attachments: ☒ Yes ☐ No

**Fiscal Note:** *(If fiscal note requires approval by finance department because item exceeds \$100,000 or is related to grant funds, please fill out signature blocks for finance at bottom of form and provide supporting documents)*

There is no budgetary impact on this item.

**Action Requested of Council for Agenda Item:** *(Please note if item includes an ordinance, resolution or petition)*

Recommend that City Council, per Section 22-50 of the City Code of Ordinances, approve Right-of-Way Use Permit as stated for the work being performed at 133 South Main Street.

## Contact Information for Group or Individual:

Vickie Eddleman, City of Salisbury, 704-638-5213

Mr. Alfred Wilson, Alfred C Wilson & Co, Inc, 704-202-2372

☒ **Consent Agenda** (item requires no discussion and will be voted on by Council or removed from the consent agenda to the regular agenda)

☐ **Regular Agenda** (item to be discussed and possibly voted on by Council)

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**FINANCE DEPARTMENT INFORMATION:**

\_\_\_\_\_  
Finance Manager Signature

\_\_\_\_\_  
Department Head Signature

\_\_\_\_\_  
Budget Manager Signature

***\*\*\*All agenda items must be submitted at least 7 days before the requested Council meeting date\*\*\****

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**For Use in Clerk's Office Only**

☐ **Approved**

☐ **Declined**

**Reason:**



## Right-of-Way Use Permit Application

LOCATION OF WORK: Two parking spaces adjacent to 133 S Main St

NAME OF APPLICANT: Mr. Alfred Wilson of Alfred C Wilson & Co, Inc

ADDRESS: 8660 US Hwy 601, Salisbury, NC 28147 PHONE: 704-202-2372

START DATE: 10/31/2022 END DATE: 12/16/2022

PROPOSED USE: Exterior building renovations/painting

Note: Applications must be approved by the City Traffic Engineer or authorized representative prior to placement of materials or equipment on site.

### REQUIREMENTS:

1. Maximum permit period of 14 calendar days.
2. Applicant is responsible for repair of damage to public property.
3. Permit subject to all requirements as specified in the City of Salisbury Code of Ordinances, Section 22-50, Right-of-Way Use for Construction and Maintenance (copy provided with application).
4. By accepting and utilizing this permit, the applicant will indemnify and hold the City of Salisbury and its officials, officers, employees and agents harmless from and against any liability and damages resulting from any negligent acts or omissions in the use of this public right-of-way.
5. A copy of the approved permit must be posted at the site (permit issued upon application approval).

### OFFICE USE ONLY

APPROVED: To go before City Council October 18, 2022.  
City Traffic Engineer or Authorized Representative

# Parking Spaces Approved: 2 Width of Sidewalk Approved for Use: All

Minimum 5' Wide Pedestrian Access Required: Yes, to be provided in the parking lane.

Description of approved uses: Building owner has hired Mr. Wilson to make renovations to the building. These spaces are being requested set up the lift used by the painters. The sidewalk will be blocked off for safety reasons. An ADA accessible path will be created around the lift, in the parking lane. This is for intermittent use for a 6-week time period.  
Typical work hours will be between the hours of 7:00am – 5:30pm.

DISTRIBUTION: POLICE FIRE DEVELOPMENT SRVCS. PUBLIC WORKS NCDOT (if applicable)

CITY OF SALISBURY

P.O. BOX 479, SALISBURY, NORTH CAROLINA 28145-0479





Previous



## Right-of-Way Use Permit Application

LOCATION OF WORK: Sidewalk and parking spaces adjacent to building on S. Main St.

NAME OF APPLICANT: Mr. Alfred Wilson

ADDRESS: 133 S. Main St.

PHONE: 704-202-2372

START DATE: 03/01/2022

END DATE: 04/01/2022

PROPOSED USE: Remove windows which have been caulked shut from outside.

Note: Applications must be approved by the City Traffic Engineer or authorized representative prior to placement of materials or equipment on site.

### REQUIREMENTS:

1. Maximum permit period of 14 calendar days.
2. Applicant is responsible for repair of damage to public property.
3. Permit subject to all requirements as specified in the City of Salisbury Code of Ordinances, Section 22-50, Right-of-Way Use for Construction and Maintenance (copy provided with application).
4. By accepting and utilizing this permit, the applicant will indemnify and hold the City of Salisbury and its officials, officers, employees and agents harmless from and against any liability and damages resulting from any negligent acts or omissions in the use of this public right-of-way.
5. A copy of the approved permit must be posted at the site (permit issued upon application approval).

### OFFICE USE ONLY

APPROVED: As approved by City Council on March 1, 2022  
City Traffic Engineer or Authorized Representative

# Parking Spaces Approved: 2 Width of Sidewalk Approved for Use: Yes

Minimum 5' Wide Pedestrian Access Required: Yes

Description of approved uses: Building owner has hired Mr. Wilson to make renovations to the building. The windows need repair but have been caulked from outside and thus removed from the outside. Once repaired, the windows will be re-installed from the inside. This will be for sporadic use of the right of way as work dictates. Spotters will assist to provide a safe 5 foot ADA accessible walkway at all times during construction.

DISTRIBUTION: POLICE FIRE DEVELOPMENT SRVCS. PUBLIC WORKS NCDOT (if applicable)

CITY OF SALISBURY

P.O. BOX 479, SALISBURY, NORTH CAROLINA 28145-0479



# NEW



## Right-of-Way Use Permit Application

LOCATION OF WORK: Sidewalk and travel lane adjacent to building on E. Fisher St.

NAME OF APPLICANT: Mr. Alfred Wilson

ADDRESS: 133 S. Main St. PHONE: 704-202-2372

START DATE: 10/19/2022 END DATE: 03/01/2023

PROPOSED USE: Remove windows which have been caulked shut from outside.

Note: Applications must be approved by the City Traffic Engineer or authorized representative prior to placement of materials or equipment on site.

### REQUIREMENTS:

1. Maximum permit period of 14 calendar days.
2. Applicant is responsible for repair of damage to public property.
3. Permit subject to all requirements as specified in the City of Salisbury Code of Ordinances, Section 22-50, Right-of-Way Use for Construction and Maintenance (copy provided with application).
4. By accepting and utilizing this permit, the applicant will indemnify and hold the City of Salisbury and its officials, officers, employees and agents harmless from and against any liability and damages resulting from any negligent acts or omissions in the use of this public right-of-way.
5. A copy of the approved permit must be posted at the site (permit issued upon application approval).

### OFFICE USE ONLY

APPROVED: Alterations to ROW Use Permit to go before City Council on 10/18/2022  
City Traffic Engineer or Authorized Representative

# Parking Spaces Approved: 0 Width of Sidewalk Approved for Use: All

Minimum 5' Wide Pedestrian Access Required: No, allow ADA access to cross the street at each end of the sidewalk closure

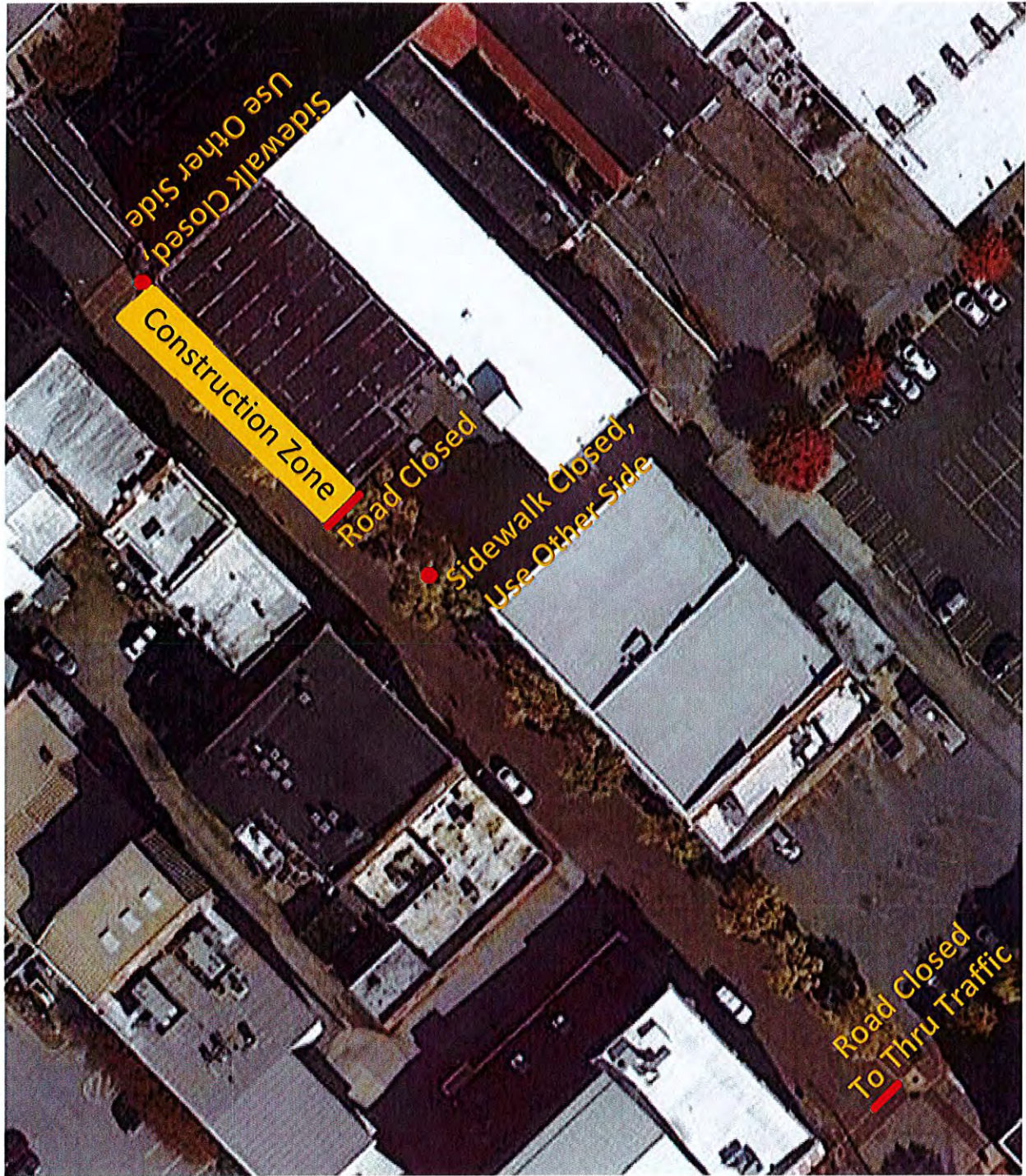
Description of approved uses: Building owner has hired Mr. Wilson to make renovations to the building. The windows need repair but have been caulked from outside and thus removed from the outside. Once repaired, the windows will be re-installed from the inside. This will be for sporadic use of the right of way as work dictates.

DISTRIBUTION: POLICE FIRE DEVELOPMENT SRVCS. PUBLIC WORKS NCDOT (if applicable)

CITY OF SALISBURY

P.O. BOX 479, SALISBURY, NORTH CAROLINA 28145-0479





Sidewalk Closed,  
Use Other Side

Construction Zone

Road Closed

Sidewalk Closed,  
Use Other Side

Road Closed  
To Thru Traffic

## **QUASI-JUDICIAL HEARING PROCEDURES**

### **1. INTRODUCTION**

*The next item on the agenda is a request for a special use permit. In deciding a special use permit, City Council follows quasi-judicial hearing procedures. The purpose of the hearing is to gather evidence to determine if the application is consistent with the standards set forth in the City's Land Development Ordinance. In making this decision, City Council may not consider personal opinion or speculation. The only evidence that City Council is allowed to consider is evidence that is competent and material and directly related to the issue of whether the application complies with the standards in the ordinance.*

### **2. CONFLICTS QUESTIONS/DISCLOSURES**

*To ensure that there are no conflicts of interest, I must ask City Council members the following questions:*

- Does any member of City Council have a fixed opinion on this matter that is not susceptible to change?*
- Has any member of City Council had any ex-parte communication about the subject matter of this request with the applicant?*
- Does any member of City Council have a close familial, business, or other associational relationship with the applicant?*
- Does any member of City Council have a financial interest in the outcome of this matter?*

### **3. PUBLIC HEARING**

*I will now open the public hearing. Every witness that presents evidence must be sworn in. Staff will present first, then the applicant, then other witnesses.*

*Swear in witnesses:*

*"Do you swear [or affirm] that the evidence you shall give to the council in this action shall be the truth, the whole truth, and nothing but the truth, so help you God?"*

*Receive Evidence. (Staff, applicant, other witnesses.)*



Deliberate.

Close public hearing.

#### **4. MAKE FINDINGS OF FACT.**

***Suggested motion:*** *Based on the evidence presented, I move that City Council make the following Findings of Fact.*

1. The property is located at 529 West Innes Street. It consists of an approximately 0.44 acre lot with an approximately 3,053 square foot existing commercial building and an existing paved parking lot.
2. The property is currently zoned RMX, which allows commercial child care centers subject to City Council issuing a Special Use Permit.
3. The applicant proposes to add a fenced-in playground facility at the rear of the facility.
4. The property is in close proximity to a residential neighborhood and will provide convenient access for nearby residents using the child care services.
5. The child care center is subject to building, fire, sanitation, mold, HVAC, electrical, and plumbing inspections prior to opening.
6. The child care center is subject to additional regulations of the NC Division of Child Development and Early Education.
7. Based on the testimony provided by an expert witness, using the property for a commercial child care center will not substantially injure property values in the area.
8. [ADD ANY OTHER RELEVANT FACTS FROM HEARING.]

*And, based on those Findings of fact, the following Conclusions of Law:*

1. The use meets all required principles and specifications of the Ordinance and any adopted plans and is in harmony with the general purpose and intent and preserves its spirit.
2. The proposal as submitted and approved will be visually and functionally compatible to the surrounding area.
3. The public health, safety and welfare will be assured and the proposed development will not substantially injure the value of adjoining property and associated uses if located where proposed.

**5. MAKE DECISION ON SPECIAL USE PERMIT.**

**Suggested Motion for Approval:** I move that City Council issue a Special Use Permit to permit a commercial child care center at 529 West Innes Street.

# Salisbury City Council Agenda Item Request Form



Please Select Submission Category: ☐ Public ☐ Council ☐ Manager ☒ Staff

Requested Council Meeting Date: 10/18/2022

Name of Group(s) or Individual(s) Making Request: Development Services

Name of Presenter(s): Teresa Barringer

Requested Agenda Item: SUP-02-2022 – 529 W INNES STREET / Parcel ID 010 460

**Description of Requested Agenda Item:** Petitioner, Stephanie Roebuck Alston, is seeking approval for a Special Use Permit to operate a commercial child care facility to be located at 529 W Innes Street for the care of 30 or less children.

**Attachments:** ☒ Yes ☐ No

**Fiscal Note:** *(If fiscal note requires approval by finance department because item exceeds \$100,000 or is related to grant funds, please fill out signature blocks for finance at bottom of form and provide supporting documents)*

**Action Requested of Council for Agenda Item:** *(Please note if item includes an ordinance, resolution or petition)*

Council to consider the approval for a Special Use Permit to allow the operation of a commercial child care center as proposed.

**Contact Information for Group or Individual:** Teresa Barringer, Development Services Manager;  
tbarr@salisburync.gov, 704-638-5210

☐ **Consent Agenda** (item requires no discussion and will be voted on by Council or removed from the consent agenda to the regular agenda)

☒ **Regular Agenda** (item to be discussed and possibly voted on by Council)

## FINANCE DEPARTMENT INFORMATION:

\_\_\_\_\_  
Finance Manager Signature

\_\_\_\_\_  
Department Head Signature

\_\_\_\_\_  
Budget Manager Signature

**\*\*\*All agenda items must be submitted at least 7 days before the requested Council meeting date\*\*\***

**For Use in Clerk's Office Only**

# Salisbury City Council Agenda Item Request Form

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☐ Approved

☐ Delayed

☐ Declined

**Reason:**



**MEMO TO: Hannah Jacobson**  
**Director of Community Planning**

**FROM: Teresa Barringer, CZO**  
**Development Services Manager**

**DATE: October 18, 2022**

**SUBJECT: SUP-02-2022 Brighter Beginnings**  
**529 W Innes Street**  
**TM 010 P 460**  
**District: RMX Overlay: N/A**

Petitioner, Stephanie Roebuck Alston, has submitted a request for a Special Use Permit to allow for the operation of a Commercial Child Care Center at 529 W. Innes Street, Salisbury in accordance with the Land Development Ordinance Sections 2.7.C Use Matrix and 3.3.H Additional Standards. The proposed use is based on the definition stated in the Land Development Ordinance:

**Commercial Child Care Center:** An individual, agency, or organization providing supervision or care on a regular basis for children who are not related by blood or marriage to, and who are not the legal wards or foster children of, the supervising adults; designed and approved to accommodate three (3) or more preschool age or nine (9) or more school-age children at a time; not an accessory to residential use.

The use of a Commercial Child Care Center is permitted in the RMX district with the approval of a Special Use Permit. Although the proposed playground area will remove a portion of the existing parking, the minimum parking requirements as outlined in the LDO Section 10.3 are still being met.

October 18, 2022

Page 2

The general requirements for a Special Use Permit are as follows:

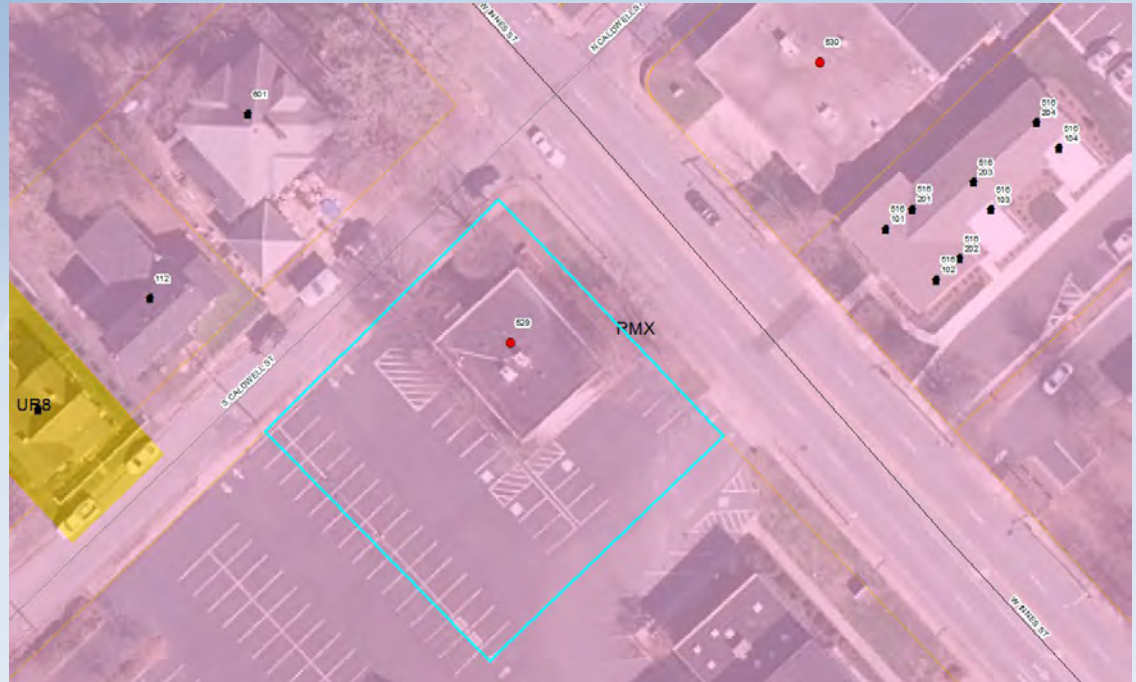
- a. The use meets all required principles and specifications of the Ordinance and any adopted land use plans and is in harmony with the general purpose and intent and preserves its spirit; and
- b. The proposed plan as submitted and approved will be visually and functionally compatible to the surrounding area; and
- c. The public health, safety, and welfare will be assured and the proposed development will not substantially injure the value of adjoining property and associated uses if located where proposed.

Special uses are land uses that are generally compatible with the land uses permitted by right in a zoning district, but which require individual review of their location, design, and configuration so as to evaluate the potential for adverse impacts on adjacent property and uses. Special uses ensure the appropriateness of the use at a particular location within a given zoning district.

TCB



# SPECIAL USE PERMIT



SUP-02-2022

529 W INNES STREET



# SPECIAL USE PERMIT REQUEST

- Request to operate a commercial child care center
  - LDO 2.7.C Use Matrix requires a SUP/CD for commercial child care center in the RMX zoning district
  - LDO Chapter 18 Definitions: Commercial Child Care Center: An individual, agency, or organization providing supervision or care, in a non-residential environment , where, at any one time, there are three (3) or more preschool-age children or nine (9) or more school-age children receiving child care.





# ZONING: RESIDENTIAL MIXED USE (RMX)







# W INNES -----STREETVIEW







# W INNES AND S CALDWELL ----- STREETVIEW







# SITE LAYOUT PLAN





# STANDARDS FOR DECISION

1. The use meets all required principles and specifications of the Ordinance and any adopted land use plans and is in harmony with the general purpose and intent and preserves its spirit; and
2. The proposed plan as submitted and approved will be visually and functionally compatible to the surrounding area; and
3. The public health, safety, and welfare will be assured and the proposed development will not substantially injure the value of adjoining property and associated uses if located where proposed.



## SUPPORTING EVIDENCE BY APPLICANT

1. The use will provide childcare support to the surrounding community.
2. The existing exterior of the facility will remain in its current state.
3. The childcare will be licensed and abide by state regulations and will be subject to an inspection prior to operating as well as unscheduled inspection for continued compliance.
4. Additional standards to be completed prior to operating:
  - Minor interior renovations for classrooms
  - Playground with fenced enclosure
  - Mold, HVAC, electrical, and plumbing inspections
  - Building, fire and sanitation inspections

Special Use Permit  
Suggested Findings & Decision  
SUP-02-2022  
529 W Innes Street, Salisbury

**Findings:**

**Motion (and Seconded):** I move that Council find the following:

1. The use meets all required principles and specifications of the Ordinance and any adopted plans and is in harmony with the general purpose and intent and preserves its spirit **as evidenced by the following testimony:**
  - The site characteristics currently fit within the surrounding area.
  - The site is located along a local street and within close proximity to a residential neighborhood which will provide convenient accessibility.
2. The proposal as submitted and approved will be visually and functionally compatible to the surrounding area **as evidenced by the following testimony:**
  - The use will be located within an existing commercial building that is visually and functionally compatible to the surrounding area.
  - The square footage of the building and its layout will meet the needs for the care of the children.
3. The public health, safety and welfare will be assured and the proposed development will not substantially injure the value of adjoining property and associated uses if located where proposed **as evidenced by the following testimony:**
  - The use will be required to meet all standards established by the Division of Child Development and Early Education.
  - The evidence as provided by a NC Licensed Real Estate Agent testified that this use will not be injurious to surrounding property values.
  - The proposed playground will meet NC Department of Health standards and will be fenced in for the safety of the children.
4. A Child day Care Center in the RMX district shall be developed and maintained in accordance with all current and applicable provisions of the NC Department of Health and Human Services.

**VOTE ON FINDINGS:** I move that the suggested findings support the general requirements as required by the Salisbury Land Development Ordinance.

**(IF THE MAJORITY OF COUNCIL MEMBERS DISAGREE WITH THESE FINDINGS AND ONE OR MORE DO NOT PASS, THEN THE MOTION SHALL BE TO DENY)**

**DECISION:**

**Motion:** I move that Council issue Special Use Permit SUP-02-2022 allowing the operation of a Commercial Child Care Center located at 529 W. Innes Street, Salisbury, NC based on all general standards of the Salisbury Land Development Ordinance having been met:

**VOTE** (on the Special Use Permit)

STATE OF NORTH CAROLINA

BEFORE THE CITY COUNCIL

NO: SUP-02-2022

COUNTY OF ROWAN

IN THE MATTER OF:

529 W. INNES STREET  
PID: 010 460  
CHILD CARE CENTER

ORDER GRANTING  
SPECIAL USE PERMIT

THIS MATTER coming on for hearing before the Salisbury City Council on October 18, 2022, upon Application by Petitioners for a Special Use Permit pursuant to Salisbury Land Development Ordinance (LDO) Chapter 15.18. The City Council, having heard and reviewed the evidence presented, including evidence by expert witnesses, makes the following:

**FINDINGS OF FACT**

**Standard 1 (Chapter 15.18 B.2.a.)**

- The site characteristics currently fit within the surrounding area.
- The site is located along a local street and within close proximity to a residential neighborhood which will provide convenient accessibility.

**Standard 2 (Chapter 15.18 B.2.b.)**

- The use will be located within an existing commercial building with minor interior and exterior changes and that is visually and functionally compatible to the surrounding area.
- The square footage of the building and its layout will meet the needs for the care of 30 children or less.

**Standard 3 (Chapter 15.18 B.2.c.)**

- The use will be required to meet all standards established by the Division of Child Development and Early Education.
- The evidence as provided by a NC Licensed Real Estate Agent testified that this use will not be injurious to surrounding property values.
- The proposed playground will meet NC Department of Health standards and will be fenced in for the safety of the children.

**Additional Standards for Specific Special Uses**

A Child day Care Center in the RMX district shall be developed and maintained in accordance with all current and applicable provisions of the NC Department of Health and Human Services.

Additional conditions as specified herein are required to assure that the use ensures the health, safety, and welfare of the surrounding area.



Based upon the foregoing **FINDINGS OF FACT**, the City Council makes the following:

**CONCLUSIONS OF LAW**

1. The use meets all required principles and specifications of the Salisbury Land Development Ordinance and any adopted plans and is in harmony with the general purpose and intent and preserves its spirit. (Standard 1, Chapter 15.18 B.2.a.).
2. With additional conditions as provided herein, the proposal as submitted and approved will be visually and functionally compatible to the surrounding area. (Standard 2, Chapter 15.18 B.2.b.).
3. With additional conditions as provided herein, the public health, safety and welfare will be assured and the proposed development will not substantially injure the value of adjoining property and associated uses if located where proposed. (Standard 3, Chapter 15.18 B.2.c.).

Based upon the foregoing, IT IS THEREFORE ORDERED, ADJUDGED, AND DECREED, that Petitioners' request for a Special Use Permit is **GRANTED** as proposed.

This 18<sup>th</sup> day of October, 2022

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Karen K. Alexander, Mayor

---

Kelly Baker, Administrative Services Director /  
City Clerk

SEP 28 2022



City of Salisbury  
Development Services  
132 North Main Street  
Salisbury, NC 28144

E: 1stop@salisburync.gov  
Ph. 704.638.5208  
Fax 704.638.8494

# SPECIAL USE PERMIT APPLICATION

PAID

SEP 29 2022

184772926

SHADED AREAS FOR STAFF USE ONLY

FILING DATE

9-29-2022

CASE #

SWP 02 2022

REVIEW FEE

\* FEES PER CITY OF SALISBURY BUDGET ORDINANCE

REQUIRED INFORMATION &amp; DOCUMENTATION:

- COMPLETED APPLICATION
- SITE & BLDG DESIGN PLANS IF NEW OR REDEVELOPMENT

\$500

## Special Use Permit (LDO Sec. 15.17)

List Special Use(s):

Childcare Center

Special uses are land uses that are generally compatible with the land uses permitted by right in a zoning district, but which require individual review of their location, design, and configuration so as to evaluate the potential for adverse impacts on adjacent property and uses. The evaluation and approval of the Special Use Permit is governed by quasi-judicial proceedings, which are based on sworn testimony and the production of relevant, material evidence presented at the public hearing.

## CONTACT INFORMATION

Owner:

Calvin Muhammad

Phone:

980-429-7197

Address:

507 W. Innes St  
Salisbury NC

email:

iamcam@gmail.com

Owner Agent:

Phone:

Address:

email:

Project Contact:

Stephanie Reebuck-Alston

Phone:

336-604-3529

Address:

516 Park Ave  
Salisbury NC 28144

email:

brighterbeginningrown@gmail.com

## PROPERTY INFORMATION

Rowan County Parcel ID(s):

Address:

529 W. Innes St Salisbury, NC 28144

General Description:

Proposed Commercial Childcare Center

Zoning District(s):

Zoning Overlay(s):

## SIGNATURE

I certify that no work nor this special use have commenced prior to issuance of the Special Use Permit, that any owner agent has received expressed written permission to apply, that all information provided on this application is accurate and true, and that all work will be performed to meet the laws of the State of North Carolina, the standards of the Salisbury Land Development Ordinance, and the City of Salisbury Uniform Construction Standards Manual. Submission of this application does not constitute a granting of approval or issuance of any permit. The City of Salisbury reserves the right to request additional information to ensure complete review.

Owner / Owner Agent:

Stephanie Reebuck-Alston

## GATHERING OF EVIDENCE

Project Title: Brighter Beginning Childcare Center (BBCC)

Evidence supporting the following standards shall be provided in writing prior to advancement of this application to Planning Board and City Council for their consideration.

Evidence may be submitted in other forms, such as market studies, imagery, and data; however, written responses to following applicable standards must be provided as part of this application.

A. The use meets all required principles and specifications of the Ordinance and any adopted land use plans and is in harmony with the general purpose and intent and preserves its spirit:

BBCC will honor this by creating employment opportunities, generate patronage for local businesses, also by fostering community partnerships with neighboring school and childcare centers.

B. The proposed plan as submitted and approved will be visually and functionally compatible to the surrounding area:

No outside structure changes will be made to current building structure. However there will be a fenced in playground area that will be located at the rear of the facility. Said playground will be installed and maintained according to city childcare licensing standards. (cont. on separate paper)

C. The public health, safety, and welfare will be assured and the proposed development will not substantially injure the value of adjoining property and associated uses if located where proposed:

BBCC will maintain all Sanitation, Fire, and Building guidelines and inspections according to NC childcare licensing standards. BBCC will also maintain close partnership with neighboring school to ensure the welfare of said concerns.

Additional standards for specific special uses (to be provided by the city and completed by applicant):

The goal of BBCC is to create available childcare during evening and night hours that are not represented in Salisbury/Kowan area. Also the partnerships BBCC will create will potentially increase revenue and community support in Salisbury and the greater area.

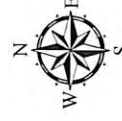
Cont.

B. Also plans to create a one way ~~th~~ flowing traffic pattern for pickup and drop off of children in parking lot area.

**ZONING SITE PLAN**  
**SEP-02-2022 BRIGHTER BEGINNINGS**



529 W INNES STREET  
PID: 010 460  
ZONING: RMX



Qusi





## **NOTICE OF PUBLIC HEARING**

Salisbury City Council will hold a public hearing Tuesday, October 18, 2022 during its 6:00 p.m. meeting to consider the following Special Use Permit request. The regularly scheduled October 18, 2022 City Council meeting will be held in a hybrid format. Anyone who wishes to speak virtually during the hearing regarding the request must sign-up by 5:00 p.m. on Tuesday, October 18, 2022 by contacting Kelly Baker at [kbake@salisburync.gov](mailto:kbake@salisburync.gov) or 704-638-5233. Information on accessing the meeting will be available on the City's website at [www.salisburync.gov](http://www.salisburync.gov). The meeting can also be viewed on the City's livestream at [www.salisburync.gov/webcast](http://www.salisburync.gov/webcast) or the City's Facebook account.

### **SPECIAL USE PERMIT:**

**SUP-02-2022**

<b>Project Title:</b>	<b>Commercial Child Care Center</b>
<b>Petitioner(s):</b>	Stephanie Roebuck-Alston
<b>Owner(s):</b>	<b>Calvin Muhammad</b>
<b>Representative(s) or Developer(s)</b>	Stephanie Roebuck-Alston, Petitioner
<b>Address:</b>	529 W. Innes Street
<b>Tax Map - Parcel(s):</b>	TM: 010 P: 460
<b>Size / Scope:</b>	Approximately .42 acres with existing 2,500 sq. ft. commercial building
<b>Location:</b>	Subject parcel is located at the corner of W Innes Street and S. Caldwell Street

### **REQUEST:**

Request for Special Use Permit to operate a commercial child care center as required by the Land Development Ordinance Section 2.7.C.

A copy of the above petition is available for public review at Development and Code Services (132 North Main Street). Persons wishing a copy or additional information should call (704) 638-5210. If persons would like to respond in writing, they may do so by mailing a letter to: Community Planning Services, Development Services Division, P.O. Box 479, Salisbury, NC 28145 or by e-mail to [tbarr@salisburync.gov](mailto:tbarr@salisburync.gov).

Citizens interested in the proposal are invited to attend and participate in the public hearing. Changes may be made in the above proposal as a result of debate, objection, or discussion.

This the day of October 15, 2022.

CITY COUNCIL OF THE CITY OF  
SALISBURY, NORTH CAROLINA

BY: Kelly Baker  
Administrative Services Director/City Clerk

# ZONING SITE PLAN

## SEP-02-2022 BRIGHTER BEGINNINGS



529 W INNES STREET  
PID: 010 460  
ZONING: RMX



PARCEL_ID	OWNNAME	TAXADD1	CITY	STATE	ZIPCODE
009 018	FAVORS REST HOME INC	601 W INNES ST	SALISBURY	NC	28144-4806
009 019	DEVALK ALEXANDER D	112 S CALDWELL ST	SALISBURY	NC	28144-4806
006 342	JJ ASSETS LLC	101 N TRYON ST NC10010381	CHARLOTTE	NC	28255
010 460	YK LLC	355 DUNDEE DR	BLUE BELL	PA	19422-2439
010 014	LAMBRECHT ROBERT L & JON PLANC	124 S ELLIS ST	SALISBURY	NC	28144
009 020	PIIRTOLA DAVID &WF	114 S CALDWELL ST	SALISBURY	NC	28144
006 328	ROWAN INVESTMENT CO INC	PO BOX 1308	SALISBURY	NC	28145-1308
006 181	HARRISON JEFFREY BRIAN TRUSTEE	PO BOX 364	WRIGHTSVILLE BEACH	NC	28480-0364
006 485	516 W INNES ASSOCIATES	614 N MAIN STREET	SALISBURY	NC	28144



# Salisbury City Council Agenda Item Request Form



Please Select Submission Category: ☐ Public ☐ Council ☐ Manager ☒ Staff

Requested Council Meeting Date: 10/18/2022

Name of Group(s) or Individual(s) Making Request: Community Planning Services

Name of Presenter(s): Teresa Barringer

Requested Agenda Item: MA-06-2022 – 1511 Jake Alexander Blvd South/ Parcel ID 065-A 053

**Description of Requested Agenda Item:** The proposal is seeking approval for the construction of a 1,710 sq. ft. minor vehicle services oil and lube facility. Due the property being located within a General Development Overlay, the request requires a Council approved site plan as outlined in the LDO Chapter 2 Floating Districts.

Attachments: ☒ Yes ☐ No

**Fiscal Note:** *(If fiscal note requires approval by finance department because item exceeds \$100,000 or is related to grant funds, please fill out signature blocks for finance at bottom of form and provide supporting documents)*

**Action Requested of Council for Agenda Item:** *(Please note if item includes an ordinance, resolution or petition)*

Council to consider approval of the proposed major site plan as required by the Land Development Ordinance.

Contact Information for Group or Individual: Teresa Barringer, 704-638-5210

☐ **Consent Agenda** (item requires no discussion and will be voted on by Council or removed from the consent agenda to the regular agenda)

☒ **Regular Agenda** (item to be discussed and possibly voted on by Council)

## FINANCE DEPARTMENT INFORMATION:

\_\_\_\_\_  
Finance Manager Signature

\_\_\_\_\_  
Department Head Signature

\_\_\_\_\_  
Budget Manager Signature

**\*\*\*All agenda items must be submitted at least 7 days before the requested Council meeting date\*\*\***

**For Use in Clerk's Office Only**

# Salisbury City Council Agenda Item Request Form

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☐ Approved

☐ Delayed

☐ Declined

**Reason:**



## Planning & Zoning Analysis

### CASE NO.

**MA-06-2022**

### Project Title:

**Strickland Brothers Oil**

### Petitioner(s)

JZN Properties, LLC

### Owner(s)

JZN Properties, LLC

### Representative(s)

Jason Nolan, Timmons Group Engineering

### Address

1511 Jake Alexander Blvd. South

### Tax Map & Parcel(s)

065-A 053

### Size / Scope

Approximately .69 acres

### Location

Located west of the intersection of Old Concord Road and Jake Alexander Blvd South, just east of I-85.

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### PETITIONER REQUEST

#### Request:

The proposal is seeking approval for the construction and associated development of the site for a 1,710 sq. ft. minor vehicle services oil and lube facility.

#### Staff Comments:

Although the proposal would typically be allowed by right as a Minor Site Plan, the site is located within a General Development Overlay (GD-A) which requires a Council approved site plan as outlined in Chapter 2 Floating Districts.

#### Base Zoning District Descriptions

##### *Existing:*

**CMX/GD-A: Corridor Mixed Use / General Development Overlay**

##### *Proposed:*

**No Change**

#### Development Type:

Minor Vehicle Services



## Planning & Zoning Analysis

### CHARACTER OF AREA

#### Overview:

The .69 acre site is currently undeveloped.

Existing uses in the vicinity consist of other commercial and undeveloped properties, with one existing single family property to the east of the site and mixed retail and commercial sites within the vicinity. This proposal is consistent with uses along the major thoroughfare and surrounding properties, as the majority of immediately adjacent properties are zoned or currently used for commercial purposes.

#### Surrounding Land Use(s) & Zoning:

<i>Location</i>	<i>Existing Land Uses</i>	<i>Existing Zoning</i>
North of area	Commercial	CMX / HB GD-A
East of area	Commercial / Institutional / Light Industrial	CMX - GD-A / LI
South of area	Mix of Commercial and residential	CMX
West of area	Primarily Commercial / (1) existing Single Family residence	CMX / HB / GD-A

### INFRASTRUCTURE & CIVIC/COMMUNITY FACILITIES

#### Fire District:

Parcel is within the City of Salisbury Fire district.

#### Utilities

##### *Water & Sewer:*

Public water and sewer are available at the site frontage on Jake Alexander Blvd. South.

#### Transportation

##### *Transit:*

This site is approximately 825 ft. from Salisbury Public Transit Route 1.



## Planning & Zoning Analysis

### *Property Access(s):*

The site plan proposes driveway access to Jake Alexander Blvd. South and will be subject to NCDOT requirements. A parking lot stub has been provided to connect to the parcels to the east and west as required by the LDO Section 10.6. A primary pedestrian access to the fronting sidewalk is provided.

### *Public Improvements:*

The developer will install a new 5 ft. sidewalk connecting to the existing sidewalk of the adjacent parcel to the east and extending to the further western point of the subject parcel.

---

## COMPREHENSIVE & AREA PLANS

### **Applicable Plans:**

### **Vision 2020 Comprehensive Plan**

#### **Policy C-3:**

*New development in or adjoining an older commercial area should be compatible with existing desirable development within its vicinity. Compatibility criteria shall include size, scale, massing, fenestration, rhythm, setback, materials, context, and landscaping.*

#### **Policy C-10:**

*The City shall encourage the consolidation of commercial driveways onto major streets and the connection of adjacent parking lots.*

---

## TRC & PLAN REVIEW

### **TRC Meeting:**

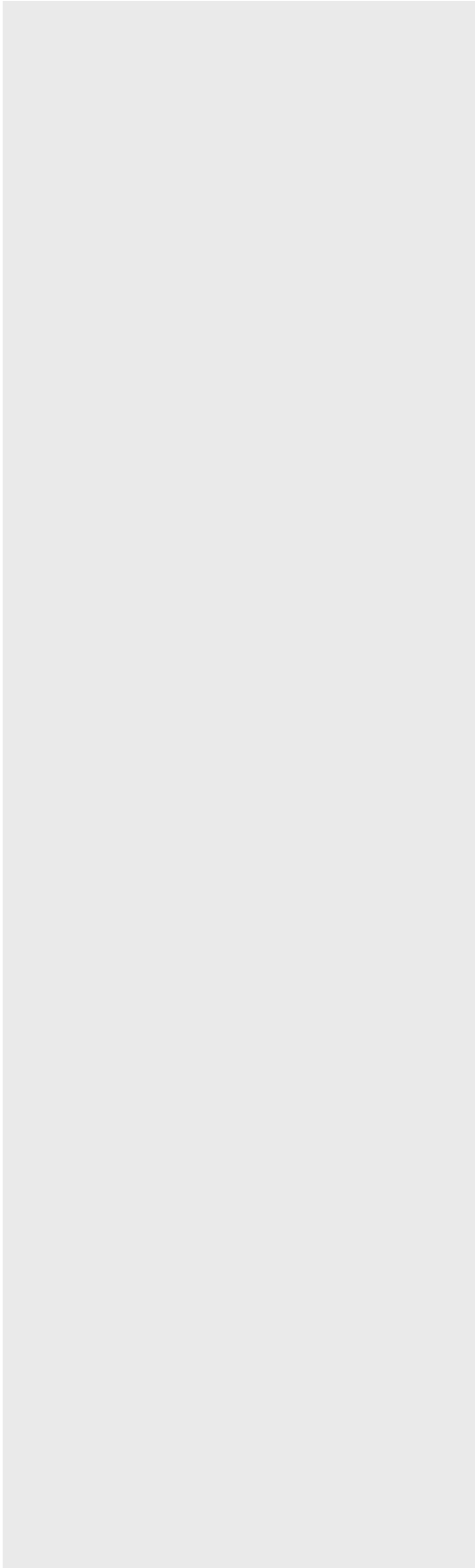
The Master Plan was first reviewed by the City's Technical Review Commission (TRC) on September 15, 2022. Staff, the Planning Board Liaison, Dennis Rogers, and other reviewing agencies recommended approval of the master plan subject to some minor revisions. All comments were satisfied upon resubmittal.

### **Planning Board:**

Staff presented the proposal to the Salisbury Planning Board for informational and transparency purposes although the Land Development Ordinance process for the General Development Overlay (GD-A) does not require a Planning Board recommendation. Planning Board did not have any concerns or objections for the proposal when reviewed.



## Planning & Zoning Analysis





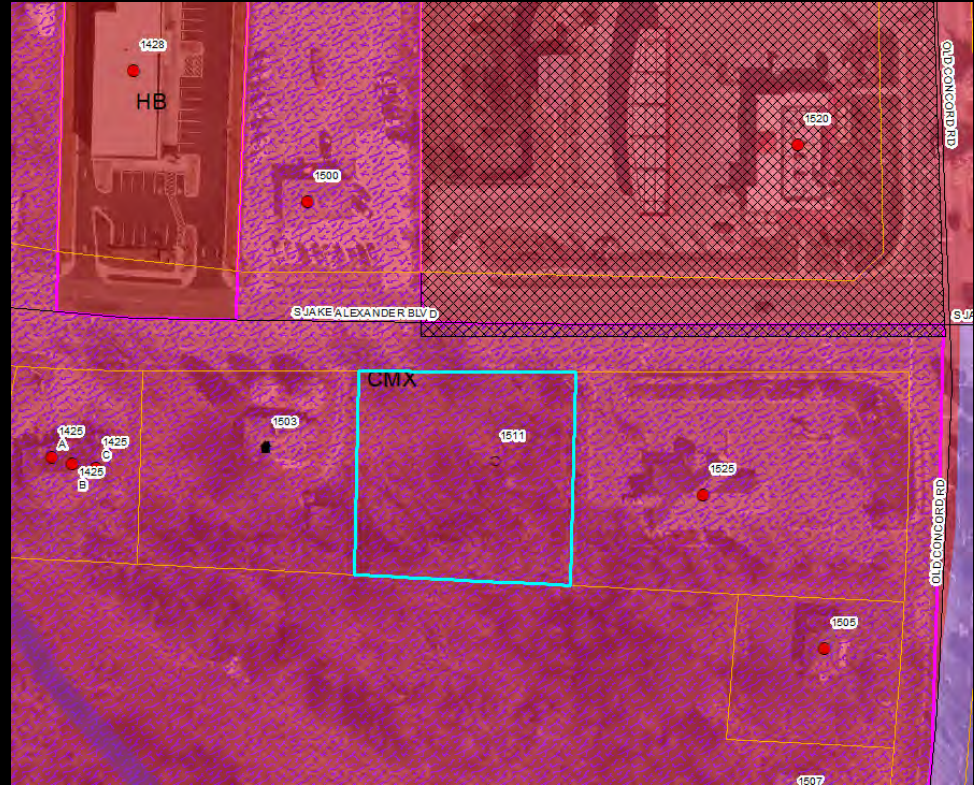
**MA-06-2022:**

**Srickland Brothers Oil**  
**1511 Jake Alexander Blvd S**  
**PID: 060A 053**

**Petitioners:** JZN Properties LLC

**Representatives:** Randy Niessner

**Property Owner:** JZN Properties LLC



## Current Zoning

- Corridor Mixed Use (CMX) /  
General Development Overlay (GD-A)

## Proposed Zoning

- No Change

Proposed development for construction of a 1,710 sq. ft. minor vehicle services oil change facility. The proposal is a by-right use but requires Council approval due to the GD-A Overlay as outlined in Chapter 2 Floating Districts Section B.

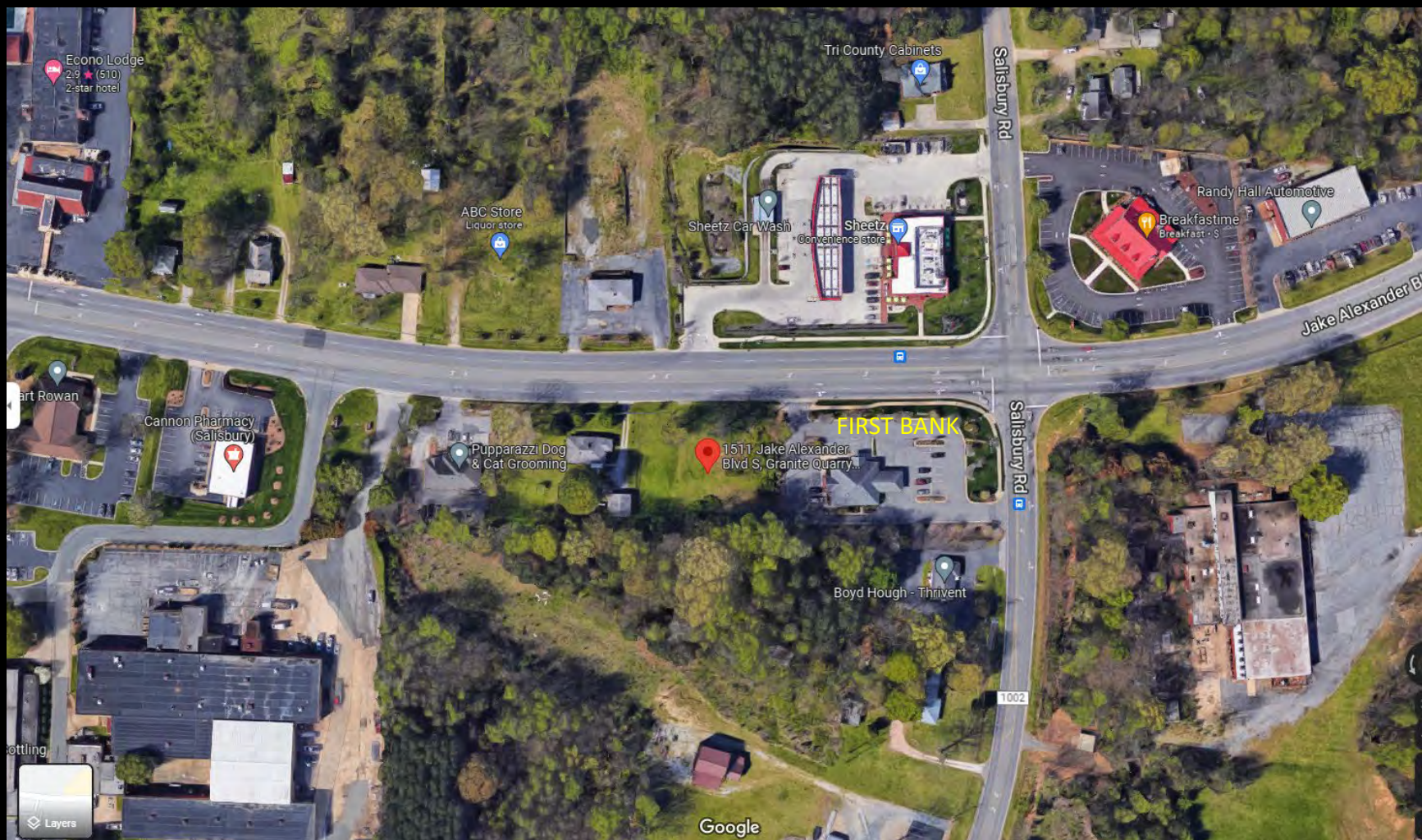


**B. GD-A: General Development-A District**

- 1. Purpose and Intent:** The general development-A district is intended as an area where any use authorized in the base (underlying) zoning district shall be permitted only when it is developed and maintained in accordance with a site plan approved by the City Council.
- 2. Applicability:** The general development-A district shall be recognized as an additional floating overlay district that existed under the previous Ordinance and may remain in existence where adopted by City Council; however, no new or expansion of the boundaries of existing GD-A districts shall be authorized under this Ordinance. Within a general development-A district (GD-A) any commercial or industrial use permitted in the base zoning district shall be permitted only when developed and maintained in accordance with a City Council-approved site plan. City Council review and consideration shall be according to the procedure and standards set out for Major Site Plan review as outlined in Section 15.9 of this Ordinance.





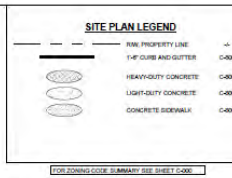












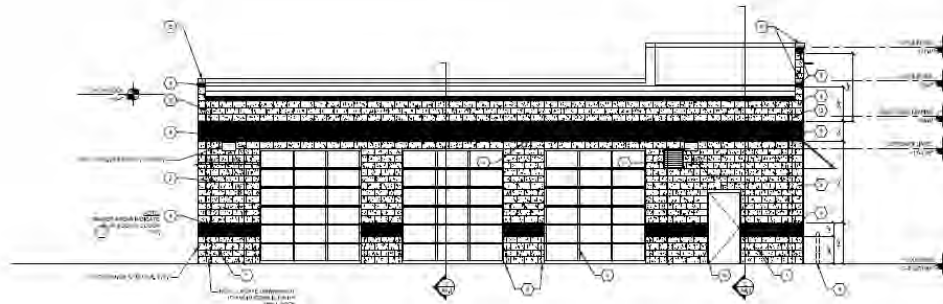
2. ALL UTILITIES ARE TO BE UNDERGROUND.
3. ALL DIMENSIONS ARE AT JOINT/EDGES UNLESS OTHERWISE NOTED.
4. CONTRACTOR SHALL ESTABLISH AND VERIFY POINT OF BEGINNING OF D.P. AND ALL DIMENSIONS TO BE MAINTAINED THROUGHOUT THE PROJECT. ANY DISCREPANCY OR COMMENCEMENT OF CONSTRUCTION WITHOUT NOTIFYING GROWING POINT IMMEDIATELY AT THE START OF THE PROJECT SHALL BE PENALIZED.
5. ALL DIMENSIONS ARE TO BE OF CURB OR CENTERLINE UNLESS OTHERWISE NOTED.
6. ALL DETAILS SHALL BE CONFORMED TO STRICT COMPLIANCE WITH SPECIFICATIONS AND CONSTRUCTION DOCUMENTS.
7. ALL R/W SHALL BE 6'6" (B.O.C.) UNLESS OTHERWISE NOTED.
8. STOP SIGN SHALL BE 18" X 24" UNLESS OTHERWISE NOTED.
9. ALL DETAILS SHALL BE 6" X 10" UNLESS OTHERWISE NOTED.
10. ALL CURB AND GUTTER SHALL BE 4" X 6" STANDARD UNLESS OTHERWISE NOTED.
11. STOP SIGN SHALL BE 18" X 24" ON PUBLIC STREETS.
12. NO OBSTRUCTION OF PUBLIC ROW OR SIDEWALK SHALL BE ALLOWED. NO PARKING IS ALLOWED ON THE SIDEWALK OR STREET.
13. NO DEMOLITION (UNLESS ALLOWED) CAN BE DONE.
14. APPROVAL OF THIS PLAN IS NOT AN AUTHORIZATION TO GRADE ADJACENT PROPERTIES WHEN CONDITIONS WARRANT OFF-ROAD DRAINAGE. PERMISSION MUST BE OBTAINED FROM ADJACENT PROPERTY OWNERS.
15. IN ORDER TO AVOID OR REDUCE PROBLEMS, KEEP A MINIMUM 6" GUT. SLOPE ON THE SIDE OF THE ROAD.
16. SURFACE DRAINAGE FACILITIES MAY BE REQUIRED IN THE STREET RIGHT-OF-WAY IF DEEMED NECESSARY BY THE INSPECTOR.
17. IN ROLLING AND HILLSIDE TERRAIN, DRAINING OF THE STONE BASE AREAS AND SIDEWALKS TO A LOW POINT OR DRAINAGE NEARBY NEAR INTERSECTIONS AND DRIVEWAYS MUST BE ESTABLISHED BY THE INSPECTOR AND BASED ON FIELD CONDITIONS.
18. ASBUILT FOR ALL APPLICABLE DETECTION STRUCTURES AND IMP MEASURED AND NOTED. DETECTION STRUCTURES SHALL BE 18" X 24" UNLESS OTHERWISE NOTED. MEASURED AND NOTED. DETECTION STRUCTURES SHALL BE 18" X 24" UNLESS OTHERWISE NOTED. MEASURED AND NOTED. DETECTION STRUCTURES SHALL BE 18" X 24" UNLESS OTHERWISE NOTED.
19. PRIOR TO CONSTRUCTION SHALL ASBUILT BE PROVIDED OF ALL WATER QUALITY BARRIERS AND DETECTION STRUCTURES.
20. THE DEVELOPER SHALL BE RESPONSIBLE FOR THE ACCURACY AS PART OF THE DEVELOPMENT AND SURFACE IMPROVEMENTS SHOULD BE PHASED IN SUCH A MANNER AS TO AVOID ANY DISRUPTION TO THE EXISTING TRAFFIC. IF THE PHASES FEASIBLE, THE DEVELOPER SHOULD MAKE EVERY ATTEMPT TO AVOID ANY DISRUPTION TO THE EXISTING TRAFFIC.
21. NO COMPLETION SHALL BE BROUGHT ABOUT TO THE SITE UNTIL THE INSPECTOR CONFIRMS THAT ALL ACCESS DRAINS COMPLY AND WATER QUALITY OF OPERATIONAL CONDITIONS ARE MAINTAINED.



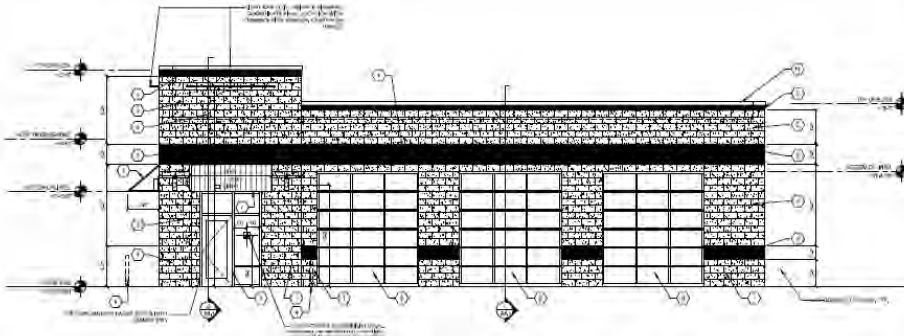
NOT FOR RELEASE







2 REAR ELEVATION  
SCALE: 1/8"



1 FRONT ELEVATION  
SCALE: 1/8"

NOTE-A: ALL SIGNAGE/GRAPHICS ARE TO BE REVIEWED AND APPROVED BY LOCAL ZONING AUTHORITIES, PRIOR TO INSTALLATION.

NOTE-B: REFER TO EXTERIOR MATERIAL SCHEDULE ON SHEET A-3.2



GERALD P. NOE  
ARCHITECT

308 LUCIFINE DRIVE  
SPARTANBURG, SC 29303  
P: 803.583.2115 F: 803.583.2346  
info@gnarchi.com

DESIGNED BY: JBA  
DRAWN BY: JBR

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DATE: 07/20/2016

POLYLINE

STRICKLAND BROTHERS  
10 MINUTE OIL CHANGE

1511 S JANE ALEXANDER BLVD  
SPARTANBURG, SC 29303

EXTERIOR  
ELEVATIONS

PROJECT NUMBER: 12041  
DATE: 07/20/2016  
THESE

A-3.1

[illegible]

QUESTION 10

1. Which of the following is NOT a function of the endoplasmic reticulum?

2. Which of the following is NOT a function of the Golgi apparatus?

3. Which of the following is NOT a function of the lysosome?

4. Which of the following is NOT a function of the mitochondrion?

1.  $\lim_{n \rightarrow \infty} \frac{1}{n} \sum_{k=1}^n f\left(\frac{k}{n}\right) = \int_0^1 f(x) dx$  for any continuous function  $f$  on  $[0, 1]$ .
2.  $\lim_{n \rightarrow \infty} \frac{1}{n} \sum_{k=1}^n f\left(\frac{k}{n}\right) = \int_0^1 f(x) dx$  for any function  $f$  on  $[0, 1]$  that is Riemann integrable.
3.  $\lim_{n \rightarrow \infty} \frac{1}{n} \sum_{k=1}^n f\left(\frac{k}{n}\right) = \int_0^1 f(x) dx$  for any function  $f$  on  $[0, 1]$  that is Lebesgue integrable.
4.  $\lim_{n \rightarrow \infty} \frac{1}{n} \sum_{k=1}^n f\left(\frac{k}{n}\right) = \int_0^1 f(x) dx$  for any function  $f$  on  $[0, 1]$  that is bounded and has a finite number of discontinuities.

NOTE: ALL SIGNAGE/GRAPHICS ARE TO BE REVIEWED AND APPROVED BY LOCAL ZONING AUTHORITIES, PRIOR TO INSTALLATION.



**GERALD P. NOE  
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CHECKED BY: GYA  
 DRAWN BY: GPR

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## REVISIONS



**STRICKLAND BROTHERS**  
**10 MINUTE OIL CHANGE**  
1511 S. JAKE ALEXANDER BLVD  
SALISBURY, NC 28140

**SHEET TITLE**

EXTERIOR  
ELEVATIONS

PROJ. INT. NUMBER: 27-024

DATE: \_\_\_\_\_

— 9 —

A-3.2

## CHAPTER 2: DISTRICTS

**PS** Permitted subject to Additional Standards in Chapter 3  
**PND** Permitted as new development only

— Not Permitted  
**CD** SUP is not required when proposed and adopted as part of a Conditional District

	T1	T2	T3	T4	T5	T6	Assigned Districts				Planned Development					
BASE DISTRICT	OSP	RR	GR	UR	HR	RMX	NMX	CMX	DMX	HB	LI	HI	HS	CI	MHD	TND
Office / Service (cont.)																
Outdoor Kennels	—	P	—	—	—	—	—	P	—	P	—	—	—	—	—	—
Post Office	—	—	—	—	—	P	P	P	P	P	P	—	P	P	—	P
Professional Services	—	—	—	PND	—	P	P	P	P	P	—	P	P	—	—	P
Residential Treatment Facility	—	SUP/CD	—	—	—	SUP/CD	SUP/CD	P	—	P	—	—	—	—	—	SUP/CD
Studio: Art, dance, martial arts, music	—	—	—	—	—	P	P	P	P	P	—	—	P	SUP/CD	—	P
Vehicle Services: Minor Maintenance/Repair	—	—	—	—	—	—	P	P	P	P	P	P	—	—	—	—
Vehicle Services: Major Repair/Body Work	—	—	—	—	—	—	—	SUP/CD	PS	PS	P	P	—	—	—	—
Retail / Restaurant																
Alcoholic Beverage Sales Store	—	—	—	—	—	—	SUP/CD	P	P	P	—	—	SUP/CD	—	—	P
Auto Parts Sales	—	—	—	—	—	—	P	P	—	—	—	—	—	—	—	—
Bar/Tavern/Night Club	—	—	—	—	—	—	SUP/CD	SUP/CD	SUP/CD	SUP/CD	—	—	—	—	—	P
Drive-Thru Retail/Restaurant	—	—	—	—	—	—	—	P	P	P	—	—	—	—	—	P
Gas Station	—	—	—	—	—	—	PS	PS	PS	P	P	—	—	—	—	PS
General Retail: 3,500 sf or less	—	—	—	—	—	SUP/CD	PS	P	P	P	—	—	P	—	—	P
General Retail: 3,501 sf – 10,000 sf	—	—	—	—	—	SUP/CD	SUP/CD	P	P	P	—	—	P	—	—	P
General Retail: 10,001 sf – 50,000 sf	—	—	—	—	—	—	—	P	P	P	—	—	SUP/CD	—	—	P
General Retail: Greater than 50,000 sf	—	—	—	—	—	—	—	SUP/CD	SUP/CD	SUP/CD	—	—	—	—	—	SUP/CD
Restaurant	—	—	—	—	—	SUP/CD	P	P	P	P	—	—	P	—	—	P
Vehicle or Heavy Equipment Sales	—	—	—	—	—	—	—	P	PS	P	P	P	—	—	—	PS
Entertainment / Recreation																
Adult Establishment	—	—	—	—	—	—	—	—	—	PS	—	—	—	—	—	—
Amusements, Indoor	—	—	—	—	—	—	—	P	P	P	P	P	P	—	—	—
Amusements, Outdoor	—	—	—	—	—	—	—	P	P	P	P	P	—	—	—	—
Cultural or Community Facility	—	P	—	—	—	P	P	P	P	P	P	P	P	P	P	P
Internet/Electronic Gaming	—	—	—	—	—	—	—	—	—	PS	—	—	—	—	—	—
Meeting Facility	—	P	—	—	—	P	P	P	P	P	P	P	P	P	P	P
Recreation Facilities, Indoor	—	P	—	—	—	P	P	P	P	P	P	P	P	—	—	—
Recreation Facilities, Outdoor	P	P	P	P	P	P	P	P	P	P	P	P	P	SUP/CD	P	P
Theater, Movie	—	—	—	—	—	—	—	P	P	P	—	—	—	P	—	—
Theater, Live Performance	—	—	—	—	—	—	P	P	P	P	—	—	P	P	—	P

**P** Permitted  
**PS** Permitted subject to Additional Standards in Chapter 3

**SUP** Special Use Permit required and subject to Additional Standards in Chapter 3  
 — Not Permitted

### SALISBURY, NC LAND DEVELOPMENT ORDINANCE

ADOPTED DECEMBER 18, 2007; EFFECTIVE JANUARY 1, 2008

AMENDED 2/5/08, ORD.2008-03; 5/6/08, ORD.2008-17; 9/2/08, ORD.2008-44; 1/18/11, ORD.2011-03; 3/15/11, ORD.2011-13; 6/4/13, ORD.2013-25; 9/2/14, ORD.2014-29; 3/17/15, ORD.2015-07; 8/18/15, ORD.2015-27; 3/7/17, ORD.2017-17; 10/2/18, ORD.2018-48; 4/6/2019, ORD.2019-19; 1/5/21; ORD.2021-02

# Vision 2020 Policies

- **Policy C-3:** *New development in or adjoining an older commercial area should be compatible with existing desirable development within its vicinity. Compatibility criteria shall include size, scale, massing, fenestration, rhythm, setback, materials, context, and landscaping.*
- **Policy C-10:** *The City shall encourage the consolidation of commercial driveways onto major streets and the connection of adjacent parking lots.*



**Salisbury City Council  
Statement of Consistency & Zoning Recommendation**

**DISTRICT MAP AMENDMENT: MA-06-2022**

<b>Project Title:</b>	<b>Strickland Brothers Oil</b>
<b>Petitioner(s):</b>	JZN Properties, LLC
<b>Owner(s):</b>	JZN Properties, LLC
<b>Representative(s) or Developer(s)</b>	Jason Nolan, Timmons Group Engineering
<b>Tax Map - Parcel(s):</b>	065-A 053
<b>Size / Scope:</b>	Approximately .69 acres
<b>Location:</b>	Located west of the intersection of Old Concord Road and Jake Alexander Blvd., just east of I-85.

**REQUEST:**

**Seeking Council approval for the proposed site plan for the development of an approximate .639 acre site for a minor vehicle services use. Due to the General Development Overlay (GD-A), the Land Development Ordinance requires the proposal obtain Council approval.**

**STATEMENT OF CONSISTENCY & RECOMMENDATION:**

The Salisbury City Council held a public hearing and reviewed the petition on October 18, 2022. The Council finds that the planned development of the aforementioned parcel is CONSISTENT with the Salisbury Vision 2020 Comprehensive Plan, is reasonable, and in the public interest due to consistency with:

<b>Policy C-3:</b>	New development in or adjoining an older commercial area should be compatible with existing desirable development within its vicinity. Compatibility criteria shall include size, scale, massing, fenestration, rhythm, setbacks, materials, context, and landscaping.
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<b>Policy C-10:</b>	The City shall encourage the consolidation of commercial driveways onto major streets and the connection of adjacent parking lots.
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# Salisbury City Council Agenda Item Request Form



Please Select Submission Category: ☐ Public ☐ Council ☐ Manager ☒ Staff

Requested Council Meeting Date: October 18, 2022

Name of Group(s) or Individual(s) Making Request: Community Planning Services

Name of Presenter(s): Hannah Jacobson, Planning Director

**Requested Agenda Item:** Council to consider releasing a Request for Proposals (RFP) to interested and qualified parties for the purchase and redevelopment of The Plaza building located at 100 West Innes Street.

**Description of Requested Agenda Item:** The City of Salisbury has owned and maintained The Plaza building at 100 West Innes Street since 1989 when Ralph and Anne Ketner completed a significant rehabilitation and subsequently gifted the building to the City. Now, 30 years later, City staff has explored options for repositioning the Plaza back into the private market. Staff has prepared a draft Request for Proposals (RFP) that has been informed by real estate market analysis, conversations with current leaseholders of the building, and North Carolina General Statutes for property disposition. The intent of this agenda item is to present the RFP to Council for consideration. The presentation will address recommendations for future use of the building, summarize contents of the RFP, and describe anticipated next steps.

**Attachments:** ☒ Yes ☐ No

**Fiscal Note:** (If fiscal note requires approval by finance department because item exceeds \$100,000 or is related to grant funds, please fill out signature blocks for finance at bottom of form and provide supporting documents)

**Action Requested of Council for Agenda Item:** Council to consider releasing a Request for Proposals to interested and qualified parties for the purchase and redevelopment of The Plaza building located at 100 West Innes Street.

**Contact Information for Group or Individual:** Hannah Jacobson, [hannah.jacobson@salisburync.gov](mailto:hannah.jacobson@salisburync.gov), 704-638-5230

☐ **Consent Agenda** (item requires no discussion and will be voted on by Council or removed from the consent agenda to the regular agenda)

☒ **Regular Agenda** (item to be discussed and possibly voted on by Council)

## FINANCE DEPARTMENT INFORMATION:

\_\_\_\_\_  
Finance Manager Signature

\_\_\_\_\_  
Department Head Signature



# Salisbury City Council Agenda Item Request Form

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\_\_\_\_\_  
Budget Manager Signature

***\*\*\*All agenda items must be submitted at least 7 days before the requested Council meeting date\*\*\****

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**For Use in Clerk's Office Only**

☐ Approved

☐ Delayed

☐ Declined

**Reason:**

# Salisbury City Council

## Agenda Item Request Form



Please Select Submission Category: ☐ Public ☐ Council ☒ Manager ☐ Staff

Requested Council Meeting Date: October 18, 2022

Name of Group(s) or Individual(s) Making Request: City Manager Jim Greene, Jr.

Name of Presenter(s): Jim Greene, Jr.

**Requested Agenda Item:** Council to consider approving the proposed employee pay grade and classification schedule included in the Classification and Pay study recommended by the MAPS Group October 10, 2022.

**Description of Requested Agenda Item:** On October 10, 2022 consultant Becky Veazey and City Manager Jim Greene, Jr. presented the results of a Compensation and Classification Study for City employees. There are several recommendations in the plan that will be addressed administratively by the City Manager. Council is requested to approve the proposed salary, grade and classification schedules as recommended by the MAPS Group in order to implement the new plan.

This plan is the culmination of work to address Council's 2022 priority that stated "Complete the MAPS compensation study to assess employee salary levels and adopt a plan for study implementation." The cost associated with the Manager's implementation of the plan is within the budgeted amount included and approved in the FY2022-2023 budget.

Copies of the salary schedule, the classifications arranged by grade, and classifications arranged alphabetically are attached.

**Attachments:** ☒ Yes ☐ No

**Fiscal Note:** *(If fiscal note requires approval by finance department because item exceeds \$100,000 or is related to grant funds, please fill out signature blocks for finance at bottom of form and provide supporting documents)*

**Action Requested of Council for Agenda Item:** *(Please note if item includes an ordinance, resolution or petition)*

Council to consider approving the proposed employee pay grade and classification schedule included in the Classification and Pay study recommended by the MAPS Group October 10, 2022.

**Contact Information for Group or Individual:** Jim Greene, Jr., 704-638-5228

☐ **Consent Agenda** (item requires no discussion and will be voted on by Council or removed from the consent agenda to the regular agenda)

☒ **Regular Agenda** (item to be discussed and possibly voted on by Council)

# Salisbury City Council Agenda Item Request Form

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## FINANCE DEPARTMENT INFORMATION:

\_\_\_\_\_  
Finance Manager Signature

\_\_\_\_\_  
Department Head Signature

\_\_\_\_\_  
Budget Manager Signature

***\*\*\*All agenda items must be submitted at least 7 days before the requested Council meeting date\*\*\****

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## For Use in Clerk's Office Only

☐ Approved

☐ Delayed

☐ Declined

Reason:

City of Salisbury Salary Schedule  
2021-2022

GRADE	MINIMUM	MID POINT	MAXIMUM	GRADE
1	27,000	35,100	43,200	1
2	28,350	36,855	45,360	2
3	29,768	38,699	47,629	3
4	31,256	40,633	50,010	4
5	32,819	42,665	52,510	5
6	34,460	44,798	55,136	6
7	36,183	47,038	57,893	7
8	37,992	49,390	60,787	8
9	39,892	51,860	63,827	9
10	41,887	54,453	67,019	10
11	43,981	57,176	70,370	11
12	46,180	60,034	73,888	12
13	48,489	63,036	77,582	13
14	50,913	66,187	81,461	14
15	53,459	69,497	85,534	15
16	56,132	72,972	89,811	16
17	58,939	76,621	94,302	17
18	61,886	80,452	99,018	18
19	64,980	84,474	103,968	19
20	68,229	88,698	109,166	20
21	71,640	93,132	114,624	21
22	75,222	97,789	120,355	22
23	78,983	102,678	126,373	23
24	82,932	107,812	132,691	24
25	87,079	113,203	139,326	25
26	91,433	118,863	146,293	26
27	96,005	124,807	153,608	27
28	100,805	131,047	161,288	28
29	105,845	137,599	169,352	29
30	111,137	144,478	177,819	30
31	116,694	151,702	186,710	31
32	122,529	159,288	196,046	32
33	128,655	167,252	205,848	33
34	135,088	175,615	216,141	34
35	141,842	184,395	226,947	35
36	148,934	193,614	238,294	36
37	156,381	203,296	250,210	37
38	164,200	209,355	254,510	38

City of Salisbury  
List of Classes Arranged by Grade

GRADE	CLASSIFICATION	MINIMUM	MAXIMUM
3	Grounds Maintenance Worker LTV Driver	29,768	47,629
4	Meter Technician Transit Driver	31,256	50,010
5	Administrative Specialist Construction Maintenance Worker Distribution & Collections Systems Technician I Police Records Specialist Senior Grounds Maintenance Worker Transit Dispatcher Transit Dispatcher/Driver Utility Customer Service Specialist	32,819	52,510
6	Fleet Services Mechanic Fleet Services Parts Technician Warehouse Specialist Accounting Technician	34,460	55,136
7	AMI Data Specialist Building Trades Specialist Customer Accounts Specialist Distribution & Collection Systems Technician II Firefighter IT Administrative Specialist P&R Administrative Specialist Police Evidence Technician Senior Administrative Specialist Senior Construction Maintenance Worker Utilities Systems Maintenance Specialist Wastewater Treatment Plant Operator Water Treatment Plant Operator	36,183	57,893
8	AMI Technician Fleet Purchasing Specialist Lead Equipment Operator Lead Wastewater Treatment Plant Operator Public Garden Specialist Recreation Programmer Senior Accounting Technician Water Quality Technician	37,992	60,787



City of Salisbury  
List of Classes Arranged by Grade

GRADE	CLASSIFICATION	MINIMUM	MAXIMUM
9	Administrative Assistant Backflow Prevention Coordinator Developmental Services Specialist Downtown Events Coordinator Laboratory Analyst Lead Fleet Services Mechanic Regulatory Compliance Technician Senior Distribution & Collections Systems Technician Senior Firefighter Senior Utilities Systems Maintenance Specialist Transit Fleet Supervisor Traffic Signal Technician Utility Systems Locator	39,892	63,827
10	Code Enforcement Officer Crime Analyst Facilities Maintenance Supervisor Human Resources Specialist Public Works Crew Leader Public Works Engineering Technician Records and Accreditation Manager Senior Wastewater Treatment Plant Operator Senior Water Treatment Plant Operator Sustainability Coordinator	41,887	67,019
11	Building Maintenance Supervisor Cemetery Administrator Deputy City Clerk Distribution & Collection Systems Crew Leader Communications Coordinator Events Coordinator Fire Engineer FOG Program Coordinator Help Desk Technician Instrumentation & Controls Technician Lead Traffic Signal Technician Police Fiscal Administrator Police Officer Public Garden Supervisor Recreation Program Supervisor Utility Construction Inspector Zoning and Codes Inspector	43,981	70,370

City of Salisbury  
List of Classes Arranged by Grade

GRADE	CLASSIFICATION	MINIMUM	MAXIMUM
12	Accountant AMI Supervisor Fleet Services Supervisor Planner Pretreatment Program Coordinator Senior Development Services Specialist Telecommunications Equipment Technician Traffic Engineering Coordinator Utilities Environmental Compliance Coordinator Utilities Systems Maintenance Coordinator	46,180	73,888
13	Budget Analyst Community Resource Coordinator Distribution & Collections Systems Supervisor Finance Program Analyst Housing Programs Administrator Human Relations Specialist IT Infrastructure Technician Laboratory Services Supervisor Police Corporal Transit Operations Supervisor Utilities Systems Maintenance Supervisor	48,489	77,582
14	Assistant Fire Marshal City TV and Video Administrator Engineering Specialist Fire Captain Public Works Operations Manager Purchasing Officer Senior Utility Instrumentation & Controls Technician Web and Marketing Coordinator Wastewater Treatment Plant Supervisor Water Treatment Plant Supervisor	50,913	81,461

City of Salisbury  
List of Classes Arranged by Grade

GRADE	CLASSIFICATION	MINIMUM	MAXIMUM
15	Code Services Manager Customer Service Manager Engineer GIS Administrator Human Resources Analyst Police Sergeant Senior Planner Utility Construction Project Manager	53,459	85,534
16	Capital Facilities Project Manager Landscape Architect Administrative Services Supervisor Network Administrator Risk Manager Telecommunications Manager Urban Design Planner	56,132	89,811
17	Assistant Parks and Recreation Director Budget Manager Distribution & Collections Systems Administrative Manager Distribution & Collections Systems Operations Manager Environmental Services Manager Fire Battalion Chief Public Works Division Manager Senior GIS Administrator Utilities Special Projects Manager	58,939	94,302
18	Finance Manager Fire Division Chief IT Systems Administrator Police Lieutenant Water Resources Manager	61,886	99,018
19	Development Services Manager Senior Utilities Engineer Traffic Engineering Manager	64,980	103,968
20	Police Captain Traffic Engineering Manager	68,229	109,166
21	Assistant Public Works Director Communications Director	71,640	114,624

City of Salisbury  
List of Classes Arranged by Grade

GRADE	CLASSIFICATION	MINIMUM	MAXIMUM
	Deputy Police Chief		
	Deputy Fire Chief		
	Diversity Equity and Inclusion Director		
	Downtown Development Director		
	IT Manager		
22	Administrative Services Director	75,222	120,355
	Assistant Utilities Director		
	Parks and Recreation Director		
	Transit Director		
23	Human Resources Director	78,983	126,373
	Planning and Community Development Director		
24	Engineering Director	82,932	132,691
	Finance Director		
	Public Works Director		
25	Fire Chief	87,079	139,326
	Police Chief		
	Utilities Director		
26		91,433	146,293
27	Assistant City Manager	96,005	153,608
28	Deputy City Manager	100,805	161,288





City of Salisbury Class List Alphabetically

GRADE	CLASSIFICATION	MINIMUM	MAXIMUM
12	Accountant	46,180	73,888
6	Accounting Technician	34,460	55,136
9	Administrative Assistant	39,892	63,827
22	Administrative Services Director	75,222	120,355
16	Administrative Services Supervisor	56,132	89,811
5	Administrative Specialist	32,819	52,510
7	AMI Data Specialist	36,183	57,893
12	AMI Supervisor	46,180	73,888
8	AMI Technician	37,992	60,787
27	Assistant City Manager	96,005	153,608
14	Assistant Fire Marshal	50,913	81,461
21	Assistant Public Works Director	71,640	114,624
17	Assistant Parks and Recreation Director	58,939	94,302
22	Assistant Utilities Director	75,222	120,355
9	Backflow Prevention Coordinator	39,892	63,827
13	Budget Analyst	48,489	77,582
17	Budget Manager	58,939	94,302
11	Building Maintenance Supervisor	43,981	70,370
7	Building Trades Specialist	36,183	57,893
16	Capital Facilities Project Manager	56,132	89,811
11	Cemetery Administrator	43,981	70,370
14	City TV and Video Administrator	50,913	81,461
10	Code Enforcement Officer	41,887	67,019
15	Code Services Manager	53,459	85,534
11	Communications Coordinator	43,981	70,370
21	Communications Director	71,640	114,624
13	Community Resource Coordinator	48,489	77,582
5	Construction Maintenance Worker	32,819	52,510
10	Crime Analyst	41,887	67,019
7	Customer Accounts Specialist	36,183	57,893
15	Customer Service Manager	53,459	85,534
11	Deputy City Clerk	43,981	70,370
28	Deputy City Manager	100,805	161,288
21	Deputy Fire Chief	71,640	114,624
21	Deputy Police Chief	71,640	114,624
19	Development Services Manager	64,980	103,968
9	Developmental Services Specialist	39,892	63,827
17	Distribution & Collections Systems Administrative Manager	58,939	94,302

City of Salisbury Class List Alphabetically

17	Distribution & Collections Systems Operations Manager	58,939	94,302
11	Distribution & Collections Systems Crew Leader	43,981	70,370
5	Distribution & Collections Systems Technician I	32,819	52,510
7	Distribution & Collections Systems Technician II	36,183	57,893
13	Distribution & Collections Systems Supervisor	48,489	77,582
21	Diversity Equity and Inclusion Director	71,640	114,624
9	Downtown Events Coordinator	39,892	63,827
21	Downtown Development Director	71,640	114,624
15	Engineer	53,459	85,534
24	Engineering Director	82,932	132,691
14	Engineering Specialist	50,913	81,461
17	Environmental Services Manager	58,939	94,302
11	Events Coordinator	43,981	70,370
10	Facilities Maintenance Supervisor	41,887	67,019
24	Finance Director	82,932	132,691
13	Finance Program Analyst	48,489	77,582
18	Finance Manager	61,886	99,018
17	Fire Battalion Chief	58,939	94,302
14	Fire Captain	50,913	81,461
25	Fire Chief	87,079	139,326
18	Fire Division Chief	61,886	99,018
11	Fire Engineer	43,981	70,370
7	Firefighter	36,183	57,893
8	Fleet Purchasing Specialist	37,992	60,787
6	Fleet Services Parts Technician	34,460	55,136
6	Fleet Services Mechanic	34,460	55,136
12	Fleet Services Supervisor	46,180	73,888
11	FOG Program Coordinator	43,981	70,370
15	GIS Administrator	53,459	85,534
3	Grounds Maintenance Worker	29,768	47,629
11	Help Desk Technician	43,981	70,370
13	Housing Programs Administrator	48,489	77,582
13	Human Relations Specialist	48,489	77,582
15	Human Resource Analyst	53,459	85,534
23	Human Resources Director	78,983	126,373
10	Human Resources Specialist	41,887	67,019
11	Instrumentation & Controls Technician	43,981	70,370
7	IT Administrative Specialist	36,183	57,893
13	IT Infrastructure Technician	48,489	77,582
21	IT Manager	71,640	114,624

City of Salisbury Class List Alphabetically

18	IT Systems Admin	61,886	99,018
9	Laboratory Analyst	39,892	63,827
13	Laboratory Services Supervisor	48,489	77,582
16	Landscape Architect	56,132	89,811
8	Lead Equipment Operator	37,992	60,787
9	Lead Fleet Services Mechanic	39,892	63,827
11	Lead Traffic Signal Technician	43,981	70,370
3	LTV Driver	29,768	47,629
8	Lead Wastewater Treatment Plant Operator	37,992	60,787
4	Meter Technician	31,256	50,010
16	Network Administrator	56,132	89,811
22	Parks and Recreation Director	75,222	120,355
7	Parks and Recreation Administrative Specialist	36,183	57,893
12	Planner	46,180	73,888
23	Planning and Community Development Director	78,983	126,373
20	Police Captain	68,229	109,166
25	Police Chief	87,079	139,326
13	Police Corporal	48,489	77,582
7	Police Evidence Technician	36,183	57,893
11	Police Fiscal Administrator	43,981	70,370
18	Police Lieutenant	61,886	99,018
11	Police Officer	43,981	70,370
5	Police Records Specialist	32,819	52,510
15	Police Sergeant	53,459	85,534
12	Pretreatment Program Coordinator	46,180	73,888
8	Public Garden Specialist	37,992	60,787
11	Public Garden Supervisor	43,981	70,370
10	Public Works Crew Leader	41,887	67,019
24	Public Works Director	82,932	132,691
17	Public Works Division Manager	58,939	94,302
14	Public Works Operations Manager	50,913	81,461
10	Public Works Engineering Technician	41,887	67,019
14	Purchasing Officer	50,913	81,461
10	Records and Accreditation Manager	41,887	67,019
11	Recreation Program Supervisor	43,981	70,370
8	Recreation Programmer	37,992	60,787
9	Regulatory Compliance Technician	39,892	63,827
16	Risk Manager	56,132	89,811

City of Salisbury Class List Alphabetically

8	Senior Accounting Technician	37,992	60,787
7	Senior Administrative Specialist	36,183	57,893
7	Senior Construction Maintenance Worker	36,183	57,893
12	Senior Development Services Specialist	46,180	73,888
9	Senior Distribution & Collections Systems Technician	39,892	63,827
19	Senior Utilities Engineer	64,980	103,968
9	Senior Firefighter	39,892	63,827
17	Senior GIS Administrator	58,939	94,302
5	Senior Grounds Maintenance Worker	32,819	52,510
14	Senior Utilities Instrumentation & Controls Technician	50,913	81,461
15	Senior Planner	53,459	85,534
9	Senior Utilities Systems Maintenance Specialist	39,892	63,827
10	Senior Wastewater Treatment Plant Operator	41,887	67,019
10	Senior Water Treatment Plant Operator	41,887	67,019
10	Sustainability Coordinator	41,887	67,019
16	Telecommunications Manager	56,132	89,811
12	Telecommunications Equipment Technician	46,180	73,888
12	Traffic Engineering Coordinator	46,180	73,888
20	Traffic Engineering Manager	68,229	109,166
9	Traffic Signal Technician	39,892	63,827
22	Transit Director	75,222	120,355
5	Transit Dispatcher	32,819	52,510
5	Transit Dispatcher/Driver	32,819	52,510
4	Transit Driver	31,256	50,010
9	Transit Fleet Supervisor	39,892	63,827
13	Transit Operations Supervisor	48,489	77,582
16	Urban Design Planner	56,132	89,811
25	Utilities Director	87,079	139,326
12	Utilities Environmental Compliance Coordinator	46,180	73,888
17	Utilities Special Projects Manager	58,939	94,302
7	Utilities Systems Maintenance Specialist	36,183	57,893
12	Utilities Systems Maintenance Coordinator	46,180	73,888
13	Utilities Systems Maintenance Supervisor	48,489	77,582
11	Utility Construction Inspector	43,981	70,370
15	Utility Construction Project Manager	53,459	85,534
5	Utility Customer Service Specialist	32,819	52,510
9	Utility Systems Locator	39,892	63,827
6	Warehouse Specialist	34,460	55,136
7	Wastewater Treatment Plant Operator	36,183	57,893
14	Wastewater Treatment Plant Supervisor	50,913	81,461
8	Water Quality Technician	37,992	60,787
18	Water Resources Manager	61,886	99,018

City of Salisbury Class List Alphabetically

7	Water Treatment Plant Operator	36,183	57,893
14	Water Treatment Plant Supervisor	50,913	81,461
14	Web and Marketing Coordinator	50,913	81,461
11	Zoning and Codes Inspector	43,981	70,370





# Salisbury City Council Agenda Item Request Form



Please Select Submission Category: ☐ Public ☐ Council ☐ Manager ☒ Staff

Requested Council Meeting Date: October 18, 2022

Name of Group(s) or Individual(s) Making Request: Kelly Baker

Name of Presenter(s): City Council

Requested Agenda Item: Council to consider appointments to various boards and commissions.

**Description of Requested Agenda Item:** There is one seat open on the Housing Advocacy Commission with a term expiring March 31, 2024, and one seat on the Historic Preservation Commission that expires March 31, 2025. HPC Representatives met with prospective applicants and recommend Spencer Dixon be appointed.

The Planning Board also has two vacancies - one for a term to expire March 31, 2025 and one ETJ seat expiring March 31, 2023. A worksheet listing the terms and any applicable applications is included.

Attachments: ☒ Yes ☐ No

**Fiscal Note:** *(If fiscal note requires approval by finance department because item exceeds \$100,000 or is related to grant funds, please fill out signature blocks for finance at bottom of form and provide supporting documents)*

**Action Requested of Council for Agenda Item:** Council to consider making appointments to various boards and commissions. *(Please note if item includes an ordinance, resolution or petition)*

Contact Information for Group or Individual: Kelly Baker 704-638-5233

☐ **Consent Agenda** (item requires no discussion and will be voted on by Council or removed from the consent agenda to the regular agenda)

☒ **Regular Agenda** (item to be discussed and possibly voted on by Council)

## FINANCE DEPARTMENT INFORMATION:

\_\_\_\_\_  
Finance Manager Signature

\_\_\_\_\_  
Department Head Signature

\_\_\_\_\_  
Budget Manager Signature

**\*\*\*All agenda items must be submitted at least 7 days before the requested Council meeting date\*\*\***

# Salisbury City Council Agenda Item Request Form

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**For Use in Clerk's Office Only**

☐ **Approved**

☐ **Delayed**

☐ **Declined**

**Reason:**

## Boards and Commissions Worksheet – 2022

### Housing Advocacy Commission – Harry McLaughlin, Council Liaison

<u>Current Members</u>	<u>Term Expires</u>	<u>Eligible for Reappointment</u>	<u>Need 1 Member</u>
Vacant (landlord)	3/31/24	n/a	

**Applicants:**

Tracie Gardner  
Tina Hobart  
Meghan Ketterman  
Ester Wensink

**Notes:**

### Historic Preservation Commission

<u>Current Members</u>	<u>Term Expires</u>	<u>Eligible for Reappointment</u>	<u>Need 1 Member</u>
Vacant	3/31/25	n/a	

**Applicants:**

Spencer Dixon

### Planning Board

<u>Current Members</u>	<u>Term Expires</u>	<u>Eligible for Reappointment</u>	<u>Need 2 Members</u>
Vacant	7/31/25	n/a	
Vacant (ETJ seat)	7/31/23	n/a	

**Applicants:**

Larry Cartner  
Tracie Gardner  
Brian Hancock  
Russel Michalec  
David Midgely

**Notes:**

# Spencer

## Dixon

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Submission Date	Sep 7, 2022 6:09 PM
First Name	Spencer
Last Name	Dixon
E-mail	<a href="mailto:dixons2017@gmail.com">dixons2017@gmail.com</a>
Home Phone	704-754-6513
Business Phone	704-754-5999 ext 205
Address	927 North Main Street
City	Salisbury
State	NC
ZIP Code	28144
Ethnicity	Caucasian/Non-Hispanic
Gender	Male
Place of Employment	Family Crisis Council of Rowan
Occupation	Resource & Media Coordinator
Do you reside within the City limits of Salisbury?	Yes
Are you within the City's Extraterritorial Jurisdiction (ETJ) area?	No
Please indicate your #1 preference:	Historic Preservation Commission
Have you served on a board or commission of the City of Salisbury?	No
Why are you interested in serving	I live in the historic district on North Main street, and am a life long Salisbury



on the Board or Commission for which you are applying?

citizen. I am passionate about ensuring the historic district thrives while respecting the history of our city. I also have concerns about the accessibility of the annual grant, which I feel I can help correct with my professional skill set

Interest/Skills/Education/Areas of Expertise/Professional Organizations that you feel would be of assistance to you in your duties as a member of the Board or Commission:

I work for Family Crisis Council of Rowan as the Resource & Media Coordinator, managing grant applications and management as well as press releases and social media management. With my skill set with grants, I feel I can help increase accessibility while ensuring set goals are met. Additionally, we receive many grants from government agencies, so I am familiar with adhering and following federal and/or state government standards.

Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction?

No

Is there any possible conflict of interest or other matter that would create problems or prevent you from fairly and impartially discharging your duties as an appointee of the Salisbury City Council?

No

I certify that the facts contained in this application are true and correct to the best of my knowledge. I understand and agree that any misstatement will be cause for my removal from any board or commission.

I agree

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# Tracie

## Gardner

Submission Date	Jun 30, 2022 11:11 AM
First Name	Tracie
Last Name	Gardner
E-mail	<a href="mailto:TYGardner2011@gmail.com">TYGardner2011@gmail.com</a>
Home Phone	7045740005
Business Phone	7045740005
Address	312 Vance Ave
City	Charlotte
State	NC
ZIP Code	28144
Ethnicity	African American
Gender	Female
Place of Employment	Salisbury VA Medical Center
Occupation	Clinical Lab Personnel
Do you reside within the City limits of Salisbury?	Yes
Are you within the City's Extraterritorial Jurisdiction (ETJ) area?	No
Please indicate your #1 preference:	Planning Board
Please indicate your #2 preference:	Fair Housing Committee
Please indicate your #3 preference:	Housing Advocacy Commission

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Have you served on a board or commission of the City of Salisbury?

No

Why are you interested in serving on the Board or Commission for which you are applying?

Everyone deserves a home and resources to obtain a home.

Interest/Skills/Education/Areas of Expertise/Professional Organizations that you feel would be of assistance to you in your duties as a member of the Board or Commission:

Member NC Realtors Association  
NC #306609

Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction?

No

Is there any possible conflict of interest or other matter that would create problems or prevent you from fairly and impartially discharging your duties as an appointee of the Salisbury City Council?

No

I certify that the facts contained in this application are true and correct to the best of my knowledge. I understand and agree that any misstatement will be cause for my removal from any board or commission.

I agree

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# Tina

## Hobart

Submission Date	Jul 8, 2022 4:42 PM
First Name	Tina
Last Name	Hobart
E-mail	<a href="mailto:constancehobart@kw.com">constancehobart@kw.com</a>
Home Phone	7742300539
Business Phone	7742300539
Address	1114 Terrace Drive
City	Salisbury
State	NC
ZIP Code	28146-6067
Ethnicity	Caucasian/Non-Hispanic
Gender	Female
Place of Employment	Keller-Willams Charlotte
Occupation	REALTOR, property mgr
Are you within the City's Extraterritorial Jurisdiction (ETJ) area?	No
Please indicate your #1 preference:	Fair Housing Committee
Please indicate your #2 preference:	Hurley Park Advisory Board
Please indicate your #3 preference:	Housing Advocacy Commission
Have you served on a board or	No

commission of the City of  
Salisbury?

Why are you interested in serving  
on the Board or Commission for  
which you are applying?

As a real estate agent I have seen a lot of people displaced from their homes. It is  
my passionate life for every person to have a place to call home.

Interest/Skills/Education/Areas of  
Expertise/Professional  
Organizations that you feel would  
be of assistance to you in your  
duties as a member of the Board  
or Commission:

Member of the Chamber of Commerce. Fully licensed realtor with Keller Williams  
university of Charlotte North Carolina. Served on the stewardship board of my  
church.

Has any formal charge of  
professional misconduct ever  
been sustained against you in any  
jurisdiction?

No

Is there any possible conflict of  
interest or other matter that would  
create problems or prevent you  
from fairly and impartially  
discharging your duties as an  
appointee of the Salisbury City  
Council?

No

I certify that the facts contained in  
this application are true and  
correct to the best of my  
knowledge. I understand and  
agree that any misstatement will  
be cause for my removal from any  
board or commission.

I agree

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# Meghan

## Ketterman

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Submission Date	Feb 4, 2022 8:23 AM
First Name	Meghan
Last Name	Ketterman
E-mail	<a href="mailto:Kettermans48@gmail.com">Kettermans48@gmail.com</a>
Home Phone	704-267-7152
Address	1809 fourth street
City	Salisbury
State	NC
ZIP Code	28144
Ethnicity	Caucasian/Non-Hispanic
Gender	Female
Place of Employment	Addiction Recovery Medical Services
Occupation	Counselor
Do you reside within the City limits of Salisbury?	Yes
Are you within the City's Extraterritorial Jurisdiction (ETJ) area?	Yes
Please indicate your #1 preference:	Human Relations Council
Please indicate your #2 preference:	Fair Housing Committee
Please indicate your #3 preference:	Housing Advocacy Commission

Have you served on a board or commission of the City of Salisbury?

No

Why are you interested in serving on the Board or Commission for which you are applying?

I am interested on serving on the board and or Commission to give back to the community that I live in. I have an extensive background in human services and feel that I can be a voice of advocacy.

Interest/Skills/Education/Areas of Expertise/Professional Organizations that you feel would be of assistance to you in your duties as a member of the Board or Commission:

My skill set would be with education and communication on fair housing, and understanding resources to help link people in need to safe affordable housing. Community inclusion is an important part of what makes a city function well. Many agencies in our area would be able to provide support. Vaya is now the LME in our area and we can use that agency to help support the needs of our homeless community.

Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction?

No

Is there any possible conflict of interest or other matter that would create problems or prevent you from fairly and impartially discharging your duties as an appointee of the Salisbury City Council?

No

I certify that the facts contained in this application are true and correct to the best of my knowledge. I understand and agree that any misstatement will be cause for my removal from any board or commission.

I agree

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# Ester

## Wensink

Submission Date	Jun 29, 2022 9:48 AM
First Name	Ester
Last Name	Wensink
E-mail	<a href="mailto:ester.wensink@gmail.com">ester.wensink@gmail.com</a>
Home Phone	5047154447
Address	212 Chestnut Street
City	Salisbury
State	NC
ZIP Code	28144
Ethnicity	Caucasian/Non-Hispanic
Gender	Female
Place of Employment	Salisbury
Occupation	Real Estate Agent
Do you reside within the City limits of Salisbury?	Yes
Please indicate your #1 preference:	Housing Advocacy Commission
Have you served on a board or commission of the City of Salisbury?	No
Why are you interested in serving on the Board or Commission for which you are applying?	I am interested in real estate, its development, in homeownership being accessible for more people and proper housing for tenants. Housing is a such a primary need.
Interest/Skills/Education/Areas of Expertise/Professional Organizations that you feel would be of assistance to you in your	4 years of being a real estate, I've dealt with tenants, landlords, investors, sellers and buyers. I've also dealt with a lot of third parties like attorneys, inspectors,

duties as a member of the Board or Commission:

contractors. And I acquired a good working knowledge of the rules and regulations.

Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction?

No

Is there any possible conflict of interest or other matter that would create problems or prevent you from fairly and impartially discharging your duties as an appointee of the Salisbury City Council?

No

I certify that the facts contained in this application are true and correct to the best of my knowledge. I understand and agree that any misstatement will be cause for my removal from any board or commission.

I agree

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# Dr. Larry

## Cartner

Submission Date Feb 1, 2022 5:24 PM

First Name Dr. Larry

Last Name Cartner

E-mail [cartnerl@yahoo.com](mailto:cartnerl@yahoo.com)

Home Phone 3364078325

Address 906 Hidden Creek Cir

City Salisbury

State NC

ZIP Code 28147

Ethnicity Caucasian/Non-Hispanic

Gender Male

Place of Employment Catawba College, SAS Institute of Cary, NC

Occupation Retired School Superintendent

Do you reside within the City limits of Salisbury? Yes

Are you within the City's Extraterritorial Jurisdiction (ETJ) area? Yes

Please indicate your #1 preference: Planning Board

Have you served on a board or commission of the City of Salisbury? No

Why are you interested in serving on the Board or I have experience in planning boards from my work as a superintendent of schools. I possess a working knowledge of analytics. As a retired



Commission for which you are applying?

public servant, I have the time and expertise to serve my city and community.

Interest/Skills/Education/Are as of Expertise/Professional Organizations that you feel would be of assistance to you in your duties as a member of the Board or Commission:

I have prior experience with planning boards, and have a working knowledge of analytics.

Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction?

No

Is there any possible conflict of interest or other matter that would create problems or prevent you from fairly and impartially discharging your duties as an appointee of the Salisbury City Council?

No

I certify that the facts contained in this application are true and correct to the best of my knowledge. I understand and agree that any misstatement will be cause for my removal from any board or commission.

I agree

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# Tracie

## Gardner

Submission Date	Jun 30, 2022 11:11 AM
First Name	Tracie
Last Name	Gardner
E-mail	<a href="mailto:TYGardner2011@gmail.com">TYGardner2011@gmail.com</a>
Home Phone	7045740005
Business Phone	7045740005
Address	312 Vance Ave
City	Charlotte
State	NC
ZIP Code	28144
Ethnicity	African American
Gender	Female
Place of Employment	Salisbury VA Medical Center
Occupation	Clinical Lab Personnel
Do you reside within the City limits of Salisbury?	Yes
Are you within the City's Extraterritorial Jurisdiction (ETJ) area?	No
Please indicate your #1 preference:	Planning Board
Please indicate your #2 preference:	Fair Housing Committee
Please indicate your #3 preference:	Housing Advocacy Commission

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Have you served on a board or commission of the City of Salisbury?

No

Why are you interested in serving on the Board or Commission for which you are applying?

Everyone deserves a home and resources to obtain a home.

Interest/Skills/Education/Areas of Expertise/Professional Organizations that you feel would be of assistance to you in your duties as a member of the Board or Commission:

Member NC Realtors Association  
NC #306609

Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction?

No

Is there any possible conflict of interest or other matter that would create problems or prevent you from fairly and impartially discharging your duties as an appointee of the Salisbury City Council?

No

I certify that the facts contained in this application are true and correct to the best of my knowledge. I understand and agree that any misstatement will be cause for my removal from any board or commission.

I agree

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Brian

Hancock

Submission Date	Aug 3, 2022 3:00 PM
First Name	Brian
Last Name	Hancock
E-mail	<a href="mailto:hancockb86@gmail.com">hancockb86@gmail.com</a>
Home Phone	7047987675
Address	200 castlewood drive apt 827
City	Salisbury
State	NC
ZIP Code	28147
Ethnicity	Caucasian/Non-Hispanic
Gender	Male
Place of Employment	Neel Road Baptist Church
Occupation	Pastor
Do you reside within the City limits of Salisbury?	Yes
Are you within the City's Extraterritorial Jurisdiction (ETJ) area?	Yes
Please indicate your #1 preference:	Bell Tower Green Committe
Please indicate your #2 preference:	Historic Preservation Commission
Please indicate your #3 preference:	Planning Board



Have you served on a board or commission of the City of Salisbury?

No

Why are you interested in serving on the Board or Commission for which you are applying?

I am a lifelong resident of Rowan County, and have always considered Salisbury my home. It is always a joy to give back to this community, and can thank no better way to do it, than to offer my time to serving on a committee for this wonderful city.

Interest/Skills/Education/Areas of Expertise/Professional Organizations that you feel would be of assistance to you in your duties as a member of the Board or Commission:

I have served in church leadership for 16+ years in this county, and have gained many friends and contacts along the way. I would use those friendships to provide well rounded opinions and counsel to the planning board. Also, being in church leadership requires much patience, discernment, and creativity, all of which I have gained, and continue to gain. These life skills and more I would seek to use in being an active member of such committee.

Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction?

No

Is there any possible conflict of interest or other matter that would create problems or prevent you from fairly and impartially discharging your duties as an appointee of the Salisbury City Council?

No

I certify that the facts contained in this application are true and correct to the best of my knowledge. I understand and agree that any misstatement will be cause for my removal from any board or commission.

I agree

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# Russell

## Michalec

Submission Date	Feb 10, 2022 8:21 PM
First Name	Russell
Last Name	Michalec
E-mail	<a href="mailto:ramichalec@gmail.com">ramichalec@gmail.com</a>
Home Phone	7047981796
Address	217 Sheridan Drive,
City	Salisbury
State	NC
ZIP Code	28144
Ethnicity	Caucasian/Non-Hispanic
Gender	Male
Do you reside within the City limits of Salisbury?	Yes
Are you within the City's Extraterritorial Jurisdiction (ETJ) area?	No
Please indicate your #1 preference:	Fair Housing Committee
Please indicate your #2 preference:	Planning Board
Please indicate your #3 preference:	Human Relations Council
Have you served on a board or commission of the City of Salisbury?	No



Why are you interested in serving on the Board or Commission for which you are applying?

When my wife and I returned to Salisbury in 2018 to start a family, we knew that we wanted to impact our community. In a community where there is a high number of lower income areas, I want to work alongside our city to ensure that everyone has equal access to safe and affordable housing.

Interest/Skills/Education/Areas of Expertise/Professional Organizations that you feel would be of assistance to you in your duties as a member of the Board or Commission:

B.A. in Economics and Finance from Catawba College  
Juris Doctorate from Elon University School of Law  
Currently employed by Wells Fargo as a Financial Crimes Investigator  
Interests: equal representation for all citizens

Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction?

No

Is there any possible conflict of interest or other matter that would create problems or prevent you from fairly and impartially discharging your duties as an appointee of the Salisbury City Council?

No

I certify that the facts contained in this application are true and correct to the best of my knowledge. I understand and agree that any misstatement will be cause for my removal from any board or commission.

I agree

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# David

## Midgley

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Submission Date	Mar 1, 2022 4:41 PM
First Name	David
Last Name	Midgley
E-mail	<a href="mailto:davidrd8@yahoo.com">davidrd8@yahoo.com</a>
Home Phone	704-433-6878
Address	408 Trinity Oaks dr
City	Salisbury
State	NC
ZIP Code	28144
Ethnicity	Caucasian/Non-Hispanic
Gender	Male
Place of Employment	Retired
Occupation	I ternario al sales Mgr
Do you reside within the City limits of Salisbury?	Yes
Please indicate your #1 preference:	Planning Board
Please indicate your #2 preference:	Parks and Recreation Advisory Board
Please indicate your #3 preference:	Public Art Committee
Have you served on a board or commission of the City of Salisbury?	No

Why are you interested in serving on the Board or Commission for which you are applying?

I am a community oriented person. I was a gal ad litum volunteer; volunteered at 2 elementary schools working with Spanish kids behind in reading;English; math. Past board member of family crises counseling. Last president of Kiwanis in Hanover pa. Fluent in Spanish past board member in Pa of drug alcohol abuse center l; past head of 3 Masonic bodies

Interest/Skills/Education/Areas of Expertise/Professional Organizations that you feel would be of assistance to you in your duties as a member of the Board or Commission:

I have travelled to over 100 countries. Am fluent in Spanish Have a graduate degree in international marketing; loves in another medium sized comununity in Hanover os. Been a resident here si ce 2005 have seen grown th of Salisbury and am proud to be a resident here. I would like to give back to this community

Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction?

No

Is there any possible conflict of interest or other matter that would create problems or prevent you from fairly and impartially discharging your duties as an appointee of the Salisbury City Council?

No

I certify that the facts contained in this application are true and correct to the best of my knowledge. I understand and agree that any misstatement will be cause for my removal from any board or commission.

I agree

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# Salisbury City Council Agenda Item Request Form



Please Select Submission Category: ☐ Public ☐ Council ☐ Manager ☒ Staff

Requested Council Meeting Date: October 18, 2022

Name of Group(s) or Individual(s) Making Request: Salisbury Parks and Recreation Department

Name of Presenter(s): Sam Wilborn

**Requested Agenda Item:** Council to approve the purchase of the parcel of real property formerly known as the Wachovia or Wells Fargo Building located at 130 South Main Street in the City of Salisbury.

**Description of Requested Agenda Item:** In May 2022, the City entered into an option to purchase the Wells Fargo Building. The City has received a grant from the NC Department of Commerce Rural Transformation Grant fund to purchase the building. The city will be reimbursed by NC Commerce after completion of the purchase. The building, with its proximity to Bell Tower Green, is ideal for its parking and is planned to be used for an event space, offices and other future opportunities. The city will evaluate revenue opportunities and funding options for future renovations. Staff will continue to seek grants for renovations and up-fit of the building. Any future grants for renovations will be applied for after purchase and may take time.

**Attachments:** ☒ Yes ☐ No

**Fiscal Note:** *(If fiscal note requires approval by finance department because item exceeds \$100,000 or is related to grant funds, please fill out signature blocks for finance at bottom of form and provide supporting documents)*

**Action Requested of Council for Agenda Item:** *(Please note if item includes an ordinance, resolution or petition)*

Council to exercise its option to purchase property located at 130 South Main Street and to authorize the City Manager to execute any documents necessary to carry out the purchase.

**Contact Information for Group or Individual:** Nick Aceves 704-638-5299

☐ **Consent Agenda** (item requires no discussion and will be voted on by Council or removed from the consent agenda to the regular agenda)

☒ **Regular Agenda** (item to be discussed and possibly voted on by Council)

## FINANCE DEPARTMENT INFORMATION:

\_\_\_\_\_  
Finance Manager Signature

\_\_\_\_\_  
Department Head Signature

# Salisbury City Council Agenda Item Request Form

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\_\_\_\_\_  
Budget Manager Signature

***\*\*\*\*All agenda items must be submitted at least 7 days before the requested Council meeting date\*\*\*\****

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**For Use in Clerk's Office Only**

☐ **Approved**

☐ **Delayed**

☐ **Declined**

**Reason:**

# Salisbury City Council Agenda Item Request Form



Please Select Submission Category: ☐ Public ☐ Council ☐ Manager ☒ Staff

Requested Council Meeting Date: 10/18/2022

Name of Group(s) or Individual(s) Making Request: Salisbury Police Department/Chief Jerry Stokes

Name of Presenter(s): Mayor Alexander

**Requested Agenda Item:** Announcement: The Salisbury Police Department (SPD) will continue a series of in-person conversations with neighbors in various Salisbury communities thanks in part to a \$25,000 grant from the Duke Energy Foundation. The fourth "Cultivating Community Conversations" will be held Thursday, October 27, 5:30 p.m. at Milford Hills Baptist Church 1238 E Colonial Dr. There, residents who serve on the Police Chief's Advisory Board will lead engagement between officers and residents in an open discussion. Food will be served.

**Description of Requested Agenda Item:** Announcement for Cultivating Community Conversations on 10/27/2022.

**Attachments:** ☐ Yes ☒ No

**Fiscal Note:** (If fiscal note requires approval by finance department because item exceeds \$100,000 or is related to grant funds, please fill out signature blocks for finance at bottom of form and provide supporting documents)

**Action Requested of Council for Agenda Item:** (Please note if item includes an ordinance, resolution or petition)  
None.

**Contact Information for Group or Individual:** Chief Jerry Stokes, SPD 704-638-5333

☐ **Consent Agenda** (item requires no discussion and will be voted on by Council or removed from the consent agenda to the regular agenda)

☒ **Regular Agenda** (item to be discussed and possibly voted on by Council)

## FINANCE DEPARTMENT INFORMATION:

\_\_\_\_\_  
Finance Manager Signature

\_\_\_\_\_  
Department Head Signature

\_\_\_\_\_  
Budget Manager Signature

**\*\*\*All agenda items must be submitted at least 7 days before the requested Council meeting date\*\*\***

## For Use in Clerk's Office Only

☐ Approved ☐ Delayed ☐ Declined

**Reason:**