



# City of Salisbury

North Carolina

## COUNCIL MEETING AGENDA

March 2, 2021  
6:00 p.m.

The City is operating under a State of Emergency declaration related to the spread of COVID-19. The City Council meeting will be held electronically to remain consistent with limiting physical interactions and the potential spread of COVID-19, and Council Chambers will be closed. The meeting will be streamed live at [salisburync.gov/webcast](http://salisburync.gov/webcast) and on the City's Twitter account. *Anyone who wishes to speak during public comment must sign-up by 5:00 p.m. on March 2, 2021 by contacting Kelly Baker at [kbake@salisburync.gov](mailto:kbake@salisburync.gov) or 704-638-5233.*

1. Call to order.
2. Moment of Silence.
3. Pledge of Allegiance.
4. Adoption of Agenda.
5. Mayor to proclaim the following observances:

WOMEN'S HISTORY MONTH

March 2021

6. Council to consider the CONSENT AGENDA:
  - (a) Adopt Minutes of the Special Meeting of February 10-11, 2021, the Special Meeting of February 16, 2021, and the Regular Meeting of February 16, 2021.
  - (b) Adopt an Amendment to the City Manager's Employment Agreement to clarify post-employment health, disability, and life insurance benefits.
  - (c) Approve a Right-of-Way Encroachment by Spectrum for the installation of directional bored duct beginning at 1601 West Innes Street and ending at 119 North Link Avenue per Section 11-24 (27) of the City Code.
  - (d) Adopt a **RESOLUTION** supporting a grant application for Congestion Mitigation and Air Quality (CMAQ) funds for a sidewalk and pedestrian crossings on Jake Alexander Boulevard.
  - (e) Adopt an **ORDINANCE** amending Chapter 16, Article V, of the Code of the City of Salisbury relating to the Greenway, Bicycle and Pedestrian Committee to reflect the updated title and duties as adopted.
7. Council to receive public comment. *Public comment will begin following adoption of the Consent Agenda. For electronic meetings speakers must sign-up before 5:00 p.m. by contacting Kelly Baker at [kbake@salisburync.gov](mailto:kbake@salisburync.gov) or by calling 704-638-5233. Citizens who are unable to speak during the meeting may submit written comments by 5:00 p.m. to the email above and they will be shared with Council.*

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8. Council to consider adoption of the Main Street Striping Plan and Main Street Master Plan:
  - (a) Receive a report from staff
  - (b) Hold a public hearing
  - (c) Comments regarding the proposed plan will be accepted after the close of the public hearing. Action will not be taken until the March 16, 2021 Council meeting.
9. Council to consider Land Development District Map Amendment CD-02-2018 to rezone approximately 101.36 acres in the 600 block of Earnhardt Road and north of Stokes Ferry Road from Urban Residential (UR-12) and Neighborhood Mixed Use (NMU) to General Residential (GR-6) and establish a new Conditional District overlay with a Master Plan proposal of Phase 4 for 246 mixed lot widths for single family home construction. (*Presenter – Development Services Manager Teresa Barringer*)
10. Council to consider the second reading of an **ORDINANCE** establishing a six month moratorium pursuant to North Carolina General Statute 160A-381(e) on the consideration and approval of Historic Landmarks. (*Presenter – Planning Services Director Hannah Jacobson*)
11. Council to consider adopting an **ORDINANCE** establishing a Non-Discrimination Policy. (*Presenter – City Attorney Graham Corriher*).
12. Council to consider appointments to various boards and commissions.
13. City Attorney's Report.
14. City Manager's Report.
  - a) Second Quarter Financial Update.
15. Council's Comments.
16. Mayor Pro Tem's Comments.
17. Mayor's Announcements and Comments:
18. Adjourn.



# *City of Salisbury*

*North Carolina*

## **PROCLAMATION**

**WHEREAS**, American women of every race, class, and ethnic background have made historic contributions to the growth and strength of our Nation, state, city and community; and

**WHEREAS**, the contributions of American women have been critical to the growth and development of our economy, our cultural and artistic achievements, and our social advancements and accomplishments; and

**WHEREAS**, American women have played a unique role throughout the history of the Nation and are particularly important in the establishment of early charitable, philanthropic, and cultural institutions; and

**WHEREAS**, American women have served as early leaders in the forefront of every major progressive movement and have served our country courageously in the military; and

**WHEREAS**, American women are making history every day and will continue to do so in ways that will change our Nation, state, city and community.

**NOW, THEREFORE**, I, Karen K. Alexander, Mayor of the City of Salisbury, North Carolina, DO HEREBY PROCLAIM the month of March 2021 as

## **WOMEN'S HISTORY MONTH**

in Salisbury, and commend this observance to all of our citizens.

This the 2nd day of March 2021.

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Karen K. Alexander, Mayor

Salisbury, North Carolina  
February 10, 2021

## **SPECIAL MEETING – GOAL SETTING RETREAT**

**PRESENT:** Mayor Karen K. Alexander, Presiding; Mayor Pro Tem Al Heggins, Council Members William Brian Miller, David Post and Tamara Sheffield; City Manager W. Lane Bailey, City Clerk Kelly Baker; and City Attorney J. Graham Corriher.

**ABSENT:** None.

In response to the State of Emergency declaration related to the spread of COVID-19 and to limit physical interactions and the potential spread of COVID-19 the Salisbury City Council met electronically for its annual goal setting retreat. The meeting was called to order by Mayor Alexander at 5:00 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.

## **CALL TO ORDER AND OPENING REMARKS**

Mayor Karen Alexander noted the past year has been difficult due to the COVID-19 pandemic, social issues, and other economic crises that took place. She thanked City Manager Lane Bailey, staff, community partners, and Council for all they do for the City. She thanked Fountainworks President Warren Miller and his team for facilitating the retreat.

## **SILVER LININGS**

City Manager Lane Bailey pointed out he is amazed at all the things that have been accomplished during this difficult year. He noted he recently attended a class and was asked to share a photo or describe something positive in the community that came out of the pandemic. He described his photo which showed the Salisbury Post building with the United Way and the funds raised to help the community and the median where Fame used to be with the backdrop of Bell Tower Green. He stated he thinks it shows how the community came together to meet community needs.

Mr. Bailey commented another silver lining he recognized from the pandemic was the increase of children and families spending time outside and walking in his neighborhood. He added after the pandemic is over he hopes citizens will continue to enjoy the outdoors and City parks. He commented the City has shown great resiliency over the past year. He asked Council to share their example of a photo or description of a silver lining they have seen during the pandemic.

Councilmember Post commented his image would be of how businesses and organizations came together to help people in need. He added grocery stores worked tirelessly to keep customers safe. He noted his photo would show harmony.

Mayor Pro Tem Heggins commented she does not envision a photograph, but the song, “I’m Still Standing”, came to her mind because the community is still standing after going through difficult times and coming back together to move forward.

Councilmember Miller commented the song, “I Will Survive” came to his mind. He also explained the photo where Fame once stood would be his photo to share. He added relocating Fame was an important decision Council made last year that was the right thing to do. He noted another picture would be of the flood at the water treatment plant. He commented staff did an excellent job to resolve the issue and should be recognized for it.

Councilmember Sheffield agreed the past year has been challenging. She explained the picture she thought of was of an old steam locomotive heading to the Transportation Museum. She explained even though the past year has been difficult, the community is still standing, and things have remained on track. She added everyone has had to figure out how to conduct business differently, navigate real problems, and create solutions. She thanked Council and everyone in the meeting for the hard work they do for the City.

Mayor Alexander agreed with Council regarding its visuals. She noted her picture would be community partners and the amazing work they continued to do during the pandemic.

Mr. Bailey thanked Council for sharing its photos or songs, and he added they were great perspectives of the silver linings the pandemic brought.

## **A YEAR IN REVIEW**

City Manager Lane Bailey presented a video of a year of resiliency of the City. He added he is proud of staff for its accomplishments this past year and working through difficult circumstances, but also working virtually and with the public in different ways.

Mayor Alexander thanked the Police Department and Fire Department for the health care and essential workers parades and for visiting schools. She noted everyone has gone above and beyond to serve the most vulnerable and to lift others up in the community. Mr. Bailey agreed, and he added he is proud what staff and Council has completed over the past year.

Mr. Bailey presented highlights of accomplishments over the past year:

- Adopted an updated Parks and Recreation Master Plan
- Construction of Newsome Road Project
- Began Grant Creek Wastewater Facility Improvement Project and the Water Treatment Plan Improvement Project to protect and maintain water/sewer service for over 52,000 customers
- Approved a Revenue Bond Order not to exceed \$46.5 million for large water/sewer capital projects
- Received a comprehensive review of the Land Development Ordinance (LDO) for possible amendments to make the LDO more user-friendly
- \$500,000 Department of Justice Grant for a Strategies in Policing Innovation to be used to create a Real Time Crime Center at the Police Department
- Repurposed the Greenway Committee to the Greenway, Bicycle and Pedestrian Committee
- Adjusted operations and all meetings to comply with COVID-19 protocols
- Suspended utility disconnections from March 17, 2020 through July 29, 2020 to assist people impacted by COVID-19
- Renovated the lake at City Park
- Renovated the tennis courts at City Park to include pickleball courts
- Approved a new recycling contract for City collections
- Adopted an extremely conservative budget to help with anticipated loss of revenue due to COVID-19
- Approved a seasonal street closure for Kerr Street to accommodate the relocation of the Farmer's Market
- Received additional CDBG-CV funds on two occasions to help with impacts of COVID-19
  - \$168,950 (100% allocation to Public Service Agencies) allocated to:
    - \$9,780 to Community Care Clinic
    - \$31,850 to The Gateway Freedom Clinic
    - \$20,000 to One Love Community Services
    - \$46,800 to Community Development Corporation (CDC)
    - \$5,000 to Gemstones and COMPASS Leadership Academy
    - \$5,000 to Hood Theological Seminary
    - \$5,000 to Power Cross

- \$25,000 to Rowan Helping Ministries
  - \$13,036 to Meals on Wheels
- \$200,221 plus \$34,834 remaining from Round 1 (pending Council approval 1/5/21):
  - \$50,055 to Public Service Agencies
  - \$60,000 to Small Business Assistance
  - \$75,000 to Rent and Utility Assistance
  - \$10,000 to Emergency Sewer Lateral Assistance Program
  - \$40,000 to Homelessness Prevention Strategy
- Worked with the Police Department and citizens during protests in early June. Although this was a stressful period for our community Salisbury did not end up like many other communities that made headlines. Community groups worked together to facilitate peaceful protests and with the exception of an incident involving a person who lived outside of the community, there was very minimal damage
- Adopted a Resolution to Relocate the Confederate Monument and approved an agreement with the Daughters of the Confederacy for the statue to be moved to the Lutheran Cemetery
- Received a market analysis from the Development Funding Initiative through the UNC School of Government for the downtown, Kesler Mill and Civic Center areas
- Created the Share2Care Program to create a utility assistance fund to help those in the community experiencing financial difficulty
  - Rowan Helping Ministries will administer the funds, and customers can donate by mail or through the Customer Service Center
- Received a \$270,000 grant from the Department of Justice for a Homeless Victim Specialist Program
- Received \$818,771.50 from Volkswagen Grant for the purchase of two electric buses
- Received \$500,000 Brownfields Grant from the Environmental Protection Agency (EPA) to clean up the Kesler Mill site
- Received \$543,185 from the National Park Service to establish the Paul Bruhn Historic Revitalization Program

Mr. Bailey thanked staff for the great work they do for the City especially during these difficult times. Mayor Pro Tem Heggins thanked staff for its incredible work compiling information and making things happens. She also thanked the Lobbyist for its work regarding the Federal Agenda.

Mayor Alexander asked about the Brownfields Grant from the EPA. Planning Director Hannah Jacobson noted an assessment grant of \$300,000 was awarded in 2017 to evaluate Brownfields sites for Phase 1 and Phase 2 and there is nearly \$100,000 left in that grant for those assessments. She added the \$500,000 grant is for the cleanup at the Kesler Mill site.

Councilmember Sheffield commented staff has kept Council moving forward and through their dedication has helped the City obtain more grants and opportunities.

Mayor Pro Tem Heggins noted staff works hard to get the information together and are able to explain the information when it gets to those in Washington, D.C. She thanked staff for its hard work and dedication.

Mayor Alexander pointed out the City has great staff and Council is fortunate to have such great quality of staff as well.

### **CREATING A PATH FOR A POST PANDEMIC SALISBURY**

Facilitator Warren Miller led Council in discussion regarding the path forward for Salisbury. He asked Council what important trends or shifts are occurring in the community.

Councilmember Post noted Charlotte is becoming a greater part of Salisbury which means growth is coming. He added there is a need to improve the school system, housing availability, and attract those who work here to also live here.

Mayor Alexander pointed out the County extended its water and sewer lines to the new exit of Beatties Ford Road which will increase commercial and residential housing opportunities. She noted the rising demographics within the City and increased tax base would create more funds to invest in education, workforce development, and for those who are in need.

Mayor Pro Tem Heggins commented there is a need to make Salisbury more livable and more attractive. She added there is also a need for the community to be more rideable and walkable including places to leave bikes while visiting downtown. She suggested the City become a greener city. She asked what the City can do to increase its housing availability and affordability through homeownership and not just renting.

Mayor Alexander indicated it is important for the City to support the arts. Mayor Pro Tem Heggins agreed, and she added more local artists should be included as well. Mayor Alexander referenced the trends of working from home, using greenways and other places to bike and walk, and she noted the City is a robust broadband community.

Councilmember Sheffield noted people are paying more attention to safety while shopping, driving and recognizing what is taking place around them. She added there has been an increase in families spending more time together and getting outdoors. She noted attention is needed to how the City will move forward as a green city. She commented there is a need for affordable housing. She pointed out there has been an increase in clean-ups and investing in parks and nature.

Councilmember Miller agreed the housing in Charlotte is in short supply. He pointed out at one time there were comments that the Land Development Ordinance (LDO) was prohibitive for growth. He added investments are happening and homes are being built. He noted One Stop Shop is doing what it can to meet the needs of the community. He indicated he does not think the LDO should be changed to obtain specific types of development, because the City needs a variety of development.

Mayor Pro Tem Heggins added there is a need for shared power. She commented race and equity conversations have taken place, and Council needs to continue to be a part of the conversations and look at tangible ways to bring equity and shared power as a critical component for survival and growth in communities.

Councilmember Miller pointed out the trend of working remotely and the need to market the City's broadband to those working in Charlotte, but needing housing in Salisbury.

Mayor Pro Tem Heggins asked about the current broadband and the developing technology of 5G. Mayor Alexander noted Hotwire made large investments for equipment upgrades and expansion which helped during the pandemic.

Mayor Pro Tem Heggins asked about the Hotwire upgrades and agreement. Mr. Bailey commented after the transfer took place Hotwire made upgrades as a part of its responsibility. He added Hotwire knew the trends and made investments the City would have had to make without the lease agreement. Mayor Pro Tem Heggins asked if those investments will be passed to customer's bills. Councilmember Post commented since the City has been with Hotwire, it is the only provider that has not raised rates. Mayor Alexander stated Hotwire is a community partner during events throughout the year and provides support to local organizations.

Mr. Bailey commented lower income families can get a reduced internet rate due to the public/private partnership with Hotwire. He noted residents would not have been able to get the reduced rate if the broadband was still operated by the City due to the laws enacted by the General Assembly excluding municipal broadband providers. He pointed out due to the public private/partnership Hotwire qualifies for the reimbursement and lower rates are provided to customers. He explained this is great for families especially with virtual learning taking place.

Mr. Miller asked Council if they think the City is heading in the right direction with the shifts and trends taking place.

Mayor Alexander agreed. She commented during the past year the City has pivoted quickly to deal with issues that have come up especially regarding racial equality and diversity. She explained conversations have taken place for a long time and will continue.

Councilmember Sheffield pointed out her concerns regarding Transit services and the future of transportation. She added people are not commuting due to telecommuting. She noted sales are down in convenient stores because people are not going into the stores. She asked where Transit service will be in the next five years. Mr. Miller mentioned there is uncertainty at the state level regarding transportation resources. Councilmember Sheffield added the Transportation Advisory Board (TAB) has concerns, and the North Carolina Department of Transportation (NCDOT) is not getting funds from taxes on gas as people are not buying gas. She noted the City does not maintain those roads but those funds affect the City.

Mayor Alexander noted the TAB has recommendations of different ways to develop revenue streams for NCDOT because the path cannot continue without the funding.

Councilmember Post pointed out the City is in a prime position due to the I-85 expansion, being in close proximity to Charlotte, and having the best broadband in the nation. He added the City has a great arts community, and also other diverse communities. He noted the question is how to get the message out to people to let them know all the things the City can offer. He added the larger question is what Council wants and how much it wants the City to grow.

Mr. Miller thanked Council for its participation and thinking of the future in setting priorities and perspectives on how things might impact the City. He added this will be helpful when Council set its priorities.

Councilmember Post commented there is uncertainty regarding what the elections will look like this year and what Council will look like due to the separate mayoral election. He also added the makeup of Council could change as well.

Mayor Pro Tem Heggins noted not only what the Council will look like but also the question of an increase of the seats on Council. She added the current Council and the incoming Council should be intentional and appoint more minority members to the City Boards and Commissions.

Mr. Miller thanked Council for its comments.

## **RECESS**

Council took a 20 minute recess. The meeting reconvened at 7:16 p.m.

## **GROWING THE ECONOMY IN THE MIDST OF COVID-19**

Rowan Economic Development Commission (EDC) Vice President Scott Shelton provided an update regarding EDC activity. He reviewed the project activity for Rowan County:

- FY2018-2019 120 new projects and 20 visits
- FY 2019-2020 74 new projects and 15 visits
- FY 2020-2021 57 new project and 6 visits

Mr. Shelton pointed out 57 new projects have begun since July 2020, which is a 33% increase from the same time last year. He added FY 2018-2019 was a record breaking year for EDC activity, and he indicated 74 new projects is typical and may be surpassed by the end of the current fiscal year. He stated six companies have visited Rowan County during the current fiscal year to tour building sites and discuss incentives. He pointed out the number of visits has decreased from last year which can be attributed to COVID-19. He indicated there are 88 open projects in Rowan County, 57 projects from the current year and 31 projects from prior years, which is an 11% increase from the previous year.

Mr. Shelton referenced the 57 new projects, and he pointed out 10 of the new project submissions are located in the City. He noted 20 of the 88 open projects are located in the City as well. He stated the submissions for the current year include: call centers, light manufacturing, and pharma. He reviewed announcements that have taken place in the City since October 2019:

<u>Company</u>	<u>Jobs Created</u>	<u>Investment</u>
Integro Technologies	30 jobs	\$2.7 million
Henkel	35 jobs	\$45.2 million
Team Auto Group	19 jobs	\$.4 million
Snowjoe Sunjoe	110 jobs	\$1.5 million

Mr. Shelton pointed out three of the four announcements inside the City limits are for existing companies. He added it is important to nurture existing companies and help them grow. He commented the EDC is working on two projects inside the City limits that seem to be close to an announcement. He commented the projects are existing companies, one would be a 56 job investment and the other would be a 25 job investment. He added one project would provide over \$4 million in investment and the other would provide investments over \$2 million.

Mayor Pro Tem Heggins requested clarification regarding the projects, and she asked if the projected jobs are permanent jobs. Mr. Shelton explained the term project is used when an existing or new company approaches the EDC to ask about available programs and properties. He noted a project folder is created and the EDC works with the company to determine its needs and meet the needs with a building, work force, training, or incentives. He added the projects are scored and rated by the number of jobs that would be created and the investment amount that would be added to the County and City tax base. He noted some of the projects do not materialize, and he pointed out at times the EDC can eliminate a project due to inactivity. He commented when a project is close to materializing the EDC will bring it to the Commissioners or Council for consideration and assistance.

Mayor Pro Tem Heggins asked if the projects ever create temporary jobs that do not provide sustainable work for citizens. Mr. Shelton explained when the EDC lists jobs it is referring to full time employment. He noted a full time job with benefits is a requirement for the state and is normally a requirement for projects presented to Council and the Commission. He indicated things can happen that affect the number of jobs created, but normally the agreements include claw-back provisions that require the company to repay a portion of the incentives it receives if the job goals are not met. He explained temporary jobs, such as construction jobs, would not be included in the metrics but would be considered an indirect benefit of the project. Councilmember Miller clarified only jobs intended to be permanent are brought before Council. He added the Incentive Grant Program requires the creation of permanent jobs.

Mayor Pro Tem Heggins asked if the EDC has a minimum salary requirement when it considers a project. Mr. Shelton stated in order to qualify for state benefits the average wage has to meet the County's average wage. Councilmember Miller pointed out a minimum salary requirement could cause the community to lose an opportunity. He clarified the City is looking for full-time, benefit paying jobs, and the EDC does a great job presenting companies that meet the City's requirements. Mr. Shelton pointed out the market drives the salary rates, and there is a

shortage of available workers. He noted the goal of the Forward Rowan Campaign is to create jobs with an average wage of \$15.86 per hour. He added it is also important to bring a wide range of jobs to the community for a variety of skill sets.

Mr. Shelton noted the EDC started a Small Can Be Better campaign last summer. He explained there has been speculation that suburban areas, midsize cities, and rural areas will be the main beneficiaries of corporate expansion due to pandemic concerns. He stated it is important to market Salisbury as a midsize city in close proximity to Charlotte and Greensboro, with a relaxed small town atmosphere, and access to recreation and an overall higher quality of life.

Mr. Shelton pointed out in November Rowan County received tier one status as one of the state's most distressed counties due to a spike in unemployment levels. He added there are advantages to this status including higher priority for state incentives, higher incentive award amounts, lower local grant matches, and the companies may receive more direct incentive and grant benefits. Councilmember Miller asked how often the tiers can be changed. Mr. Shelton explained the tiers are rated on an annual basis and the City could drop back to a tier two community in the coming year. Councilmember Sheffield asked who determines the tier rating. Mr. Shelton stated the North Carolina Department of Commerce determines the ratings. He added Rowan County was hit harder than other counties due to the number of service industry jobs in the community.

Mayor Alexander asked if the EDC has data regarding how each community contributes to the County unemployment rate. Councilmember Post noted Rowan County has an unemployment rate of 6.2% and the City has an unemployment rate of 5.1%.

Mr. Shelton reviewed available buildings within the City and spoke about the importance of having available product when companies visit:

- 913 Airport Road 288,000 square foot building with 22 feet to 26 feet ceilings
- 1325 Litton Drive 101,145 square foot building with 20 feet to 30 feet ceilings
- 100 Dolly Madison Road 105,000 square foot building with 16 feet to 18 feet ceilings
- 465 Airport Road 21,924 square foot building with 12 feet ceilings

Mr. Shelton stated larger scale properties with buildable lots are needed within the City limits. He indicated larger lots just outside the City limits could be annexed into the City. He noted several years ago the EDC looked at property off of Henderson Grove Church Road for speculative annexation. He explained the property went through the Duke Energy Site Readiness Program and could be an option for companies to build facilities and connect to City services. He added the challenge is to determine if the property owners still want to sell and to put the property under option if it is not listed with a broker to show companies what can be done at this location. He pointed out a service road that would extend Corporate Circle to Henderson Grove Church Road has been discussed. He indicated the area has potential for long-term growth. He added the EDC will work with staff to find large buildable sites for future development.

Councilmember Miller noted it was believed the corridor between Salisbury and Statesville would provide an opportunity for smaller scale commercial development. Mr. Shelton indicated growth will come to Highway 70, but I-85 is the desired location as growth from Mecklenburg and Cabarrus Counties is working its way to Rowan County.

Mayor Alexander thanked Mr. Shelton for his presentation and all the EDC does to promote the City. Mr. Shelton stated the EDC is dedicated to serving Salisbury and Rowan County. Mayor Alexander noted the EDC's work with Integro Technologies, Henkel, Team Auto Group, and Snowjoe Sunjoe resulted in \$50 million in investments and 194 jobs in the City. Mr. Shelton emphasized existing companies are critical to the economic health of the community.

## **DEVELOPMENT ACTIVITY**

City Manager Lane Bailey asked Planning Director Hannah Jacobson and Development Services Manager Teresa Barringer to address Council regarding development activity in the City.

Ms. Barringer noted the City has experienced incredible growth during this challenging time. She reviewed the cost of construction and improvement to single family homes from 2018 through 2020 as reported by zoning permit activity:

- 2018 - \$13,132,944
- 2019 - \$ 12,454,046
- 2020 - \$22,022,965

Ms. Barringer stated in a year of incredible challenges, single family construction has increased tremendously. She pointed out much of the activity in the City's Extraterritorial Jurisdiction (ETJ) is a result of two subdivisions: Greystone Village and Wendover Heights that had laid dormant since the recession hit in 2008.

Ms. Barringer noted commercial construction has remained steady:

- 2018 - \$15,910,917
- 2019 - \$ 40,740,376
- 2020 - \$29,490,388

Ms. Barringer referenced Shay Crossing Phases 1 through 3 which was approved in 2018 and is currently under construction. She noted Phase 4 will include 246 single family homes and involve a voluntary annexation of the area. She indicated Phase 5 of the Gables is located off of Faith Road and is under construction. She added the subdivision will include 65 single family senior housing units. She commented Ashton Manor off of Sunset Drive and Airport Road is located within the City limits. She explained the master plan and infrastructure was approved in 2002, and she noted it is considered a vested subdivision. She added the subdivision was sold to a new developer who is making repairs and testing the water and sewer lines and will then be ready to obtain permits. Ms. Barringer indicated Greystone Village is in the City's ETJ and has been dormant since 2008. She added the location is under active construction.

Ms. Barringer referenced an area in the ETJ that is under negotiation for a subdivision of 250 single family homes. She explained the area would require a rezoning and is adjacent to the Forest Glenn subdivision. She added the proposal is for a mix of townhomes and age targeted homes. She noted Brightleaf Terrace has an approved master plan that includes 72 low income apartment units, and she added construction could take place in 2021. She stated Rowan Woodland Apartments includes 240 market rate units. She indicated the master plan has been approved, the construction plans are under review, grading is taking place, and permits should be issued in the near future. She noted Britton Village is located within the City limits in the 2300 block of Statesville Boulevard and includes 80 low income apartment units that are under construction. She commented Westbrook Trace is inside the City limits and includes 84 low income apartment units. She added the permits for the complex have been issued and the complex is under construction. She pointed out the property to the east of the complex is owned by the same developer who has had conversations with staff regarding the potential for senior housing in the area.

Ms. Jacobson explained:

- 1,193 units are in the development pipeline
  - 88% are within the City limits
  - Represents a 7% increase in City-wide housing units
- 392 additional prospective units (pre-application meetings)
- 957 pipeline units are market rate
- 236 pipeline units are income-restricted

Ms. Jacobson noted income restricted housing is managed and regulated with some form of subsidy to be affordable for a particular income bracket. She pointed out the inventory of income restricted housing will allow staff to evaluate different projects to ensure there is not a concentration of affordable housing in any particular area of the City. She stated:

- 1,631 units in the City are currently income-restricted
  - Approximately 11% of housing units
- 236 units are under construction
  - 14.6% increase in the total number of units
- Cluster of new construction along Statesville Boulevard

Ms. Jacobson reviewed a three year comparison of the processes managed by Development Services staff, and she noted the numbers have remained consistent. She pointed out a decrease in business registrations and commercial zoning permits which is understandable given the economic uncertainty of COVID-19. She added there has been a 61% increase over the past two years in water and sewer permits issued and the client communities that connect to the Salisbury Rowan Utilities' (SRU) water system.

Mayor Alexander thanked Ms. Jacobson and Ms. Barringer for their presentation.

## **REVIEW AND RECAP**

Facilitator Warren Miller thanked Council for its input throughout the evening, and he reviewed the schedule for February 11, 2021.

Mayor Pro Tem Heggins asked if Council needed any documentation to prepare for the budget and CIP conversations that will take place. City Manager Lane Bailey noted he will present challenges that he sees on the horizon that need to be addressed. He pointed out staff does not have enough current fiscal year data to provide adequate projections for the coming fiscal year. He indicated the information should be available in late March and at that time staff would like to hold a budget work session.

## **RECESS**

Thereupon, Councilmember Post made a motion to recess until Thursday, February 11, 2021 at 4:00 p.m. via Zoom. Upon a roll call vote Mayor Alexander voted AYE, Mayor Pro Tem Heggins voted AYE, Councilmember Miller voted AYE, Councilmember Post voted AYE, and Councilmember Sheffield voted AYE. (5-0). The meeting recessed at 8:30 p.m.

## **RECONVENE – THURSDAY, FEBRUARY 11, 2021**

Mayor Alexander called the meeting to order at 4:00 p.m. on Thursday, February 11, 2021.

## **REVIEW AND CHECK-IN**

Facilitator Warren Miller asked Council to reflect on the takeaways from topics discussed the previous day. He requested Council provide feedback regarding silver linings, the year in review, and the path forward for the City. He encouraged Council to share thoughts pertaining to projects that are important to the City and ways to grow the economy.

Councilmember Sheffield indicated she was pleased at what the City was able to accomplish over the past year in the wake of COVID-19 and various fiscal and social challenges.

Councilmember Post agreed with Councilmember Sheffield. He stated he was shocked at how much was accomplished this year considering the challenges. He noted the success can be attributed to staff providing excellent service. Councilmember Miller, Mayor Pro Tem Heggins, and Mayor Alexander agreed.

## **BUDGET CHALLENGES AND CAPITAL IMPROVEMENT PLAN**

City Manager Lane Bailey indicated a Capital Improvement Plan (CIP) was not adopted for the current fiscal year because of the pandemic. He stated the last adopted CIP may be used as a reference until information is compiled to create a CIP for the current fiscal year.

Mr. Bailey stated sales tax results have been positive but there are still unknowns because of COVID-19. He indicated property tax collection is trending lower than last year although the amount billed is less than what was billed the year before. He explained a year ago the property tax collection rate was 84.24% and the rate this year is 81.01%. He added the county's software conversion could have played a role in the decrease but information is still being sorted out. He noted when considering the 2022 budget the biggest challenge will be operating costs not capital needs.

### **Police Department**

Mr. Bailey indicated he has concerns regarding the salary and employee retention within the Police Department and the Public Works Department. He stated a few years ago the Police Department had an approximate vacancy rate of 25%, and Council was able to increase taxes to provide additional funding to the Police Department. He explained some of the funds were used to increase salaries, and the City became a pay leader in the region which attracted quality personnel. He added other communities have since increased their pay, and the City is no longer a leader in pay. He explained the problems involved with recruiting officers involve pay and societal challenges. He noted many people are leaving the profession, and the City should do everything possible to assist in the department's success.

Police Chief Jerry Stokes stated there are 83 budgeted positions within the Police Department and 72 employees. He explained the department is 86% staffed and has 11 vacancies. He indicated one of the challenges the department is facing is having a low qualifying applicant pool.

Chief Stokes noted in 2020, the Justice Standards Commission conducted a study of Police Departments and received a 50% response rate. He explained the study concluded there was approximately 1,000 police officer vacancies in North Carolina within the agencies that responded. He added the study did not include Sheriff Offices. He indicated there were 900 Basic Law Enforcement Training (BLET) graduates for 2020 which is the lowest number of graduates since 2016. He explained in 2021, the spring semester BLET class at Guilford Technical College is cancelled, Davidson County has eight students, and Stanly County has 11 students of which nine have been hired. He added the local community college has 19 BLET students of which seven have not been hired. He stated he has not been able to recruit candidates to place into BLET class at Rowan Cabarrus Community College (RCCC). He commented he will reach out to the students that have not been hired and try to recruit them.

Chief Stokes indicated since 2016 the number of officers increased with the increase in pay. He explained the statistics for 2019 were normal but the statistics for 2020 showed a decline in the number of officers compared to vacancies. He added in 2020, the department hired four

officers while losing 12. He explained so far this year one person has been hired and four have left. He noted the turnover rate for 2020 is 14.5%. He explained the Law Enforcement Management and Statistics survey that is conducted by the Bureau of Justice Statistics annually indicated 10.8% is the average turnover rate for law enforcement agencies across the nation. He added the turnover rate for the department was average in 2018 and 2019, but has since increased.

Chief Stokes stated officers have separated from the organization for various reasons including 11 retirees, seven training failures, 14 separations due to misconduct, and five employees decided they no longer wanted to be officers. He added the greatest loss has come from employees joining other law enforcement agencies. He noted 19 personnel found employment with other agencies.

Chief Stokes commented it is expensive to replace officers that leave for other law enforcement agencies. He explained the City is not getting a return on its investment when paying for BLET class and a salary of approximately \$40,000 if an officer decides to leave after they are trained. He added an officer's first year involves expensive training, pay, and benefits while conducting very minimal policing service. He explained there are other costs the City pays for such as background checks and testing. He added some of the equipment that is issued cannot be re-used by another individual. He indicated the estimated cost to replace the 19 personnel who are now working for other agencies is approximately \$80,000 per person which is approximately \$1.5 million.

Chief Stokes indicated in 2017 the starting pay for officers was increased from approximately \$34,000 to the current salary of \$39,357. He stated the City will potentially fall behind surrounding communities who continue to evaluate and increase the pay for officers. He explained the departments primary competitors are Cabarrus County, Mooresville, and Concord in regard to BLET students. He noted only three recruits from the previous class chose to work for Salisbury and none in the current class. He explained a recruiting officer spoke with students of the last BLET class and asked why they did not choose to work for Salisbury and the answers were related to pay. He added he had conducted many exit interviews and received the same feedback regarding pay and low career advancement opportunities.

Chief Stokes stated he would like to maintain a staffing at 95% and ways to recruit and retain officers must be identified. He noted one way is through community appreciation. He indicated a Police Foundation is in progress and will hopefully be operational in the near future. He explained the foundation will provide officers with recognition and other benefits. He added he would like to invest in people within the department and show them that their achievements are important and appreciated.

Chief Stokes offered recommendations to recruit and retain employees. He indicated base pay will need to be increased to match or exceed the current market. He stated the evaluation system should be reviewed and revised to include a predictable salary advancement. He explained the Human Resources Department has worked hard on the evaluation system that is currently being used Citywide, but additional revisions should be made for Police Officers that will focus on readiness for duty and adherence to standards.

Chief Stokes indicated there are several things that can be done to benefit the recruitment and retention process to include increasing sign-on bonuses to attend BLET, covering the cost of personal cell phones, gym memberships, and paying shift differential.

Councilmember Sheffield asked if there are incentives for officers who recruit other officers. Chief Stokes indicated a bonus is given to both the recruited and the recruiting officers once a probationary period is over.

Councilmember Sheffield stated the incentive program may be an area that can be reviewed and revitalized.

Mayor Alexander asked for additional information regarding the police foundation and its potential achievements. Chief Stokes indicated the foundation is a nonprofit organization that is being created in collaboration with local community members who have an interest in supporting the police. He explained the foundation would raise funds for things that are needed within the department. He added the foundation will provide recognition to officers and have tax benefits.

Councilmember Post asked how far along the foundation is in the start-up process.

Chief Stokes stated the Robertson Foundation has provided funds for the startup costs and to hire an attorney to process the legalities associated with starting the foundation. He indicated there are two people sitting on the board and they will need to meet with other potential members to complete the foundation's 501C3.

Mayor Alexander asked if there will be an Advisory Board along with the Foundation Board. Chief Stokes stated an Advisory Board's focus is on policy, public input, and maintaining transparency which will not be necessary.

Mayor Pro Tem Heggins asked if the incentives for officers would be combined or if officers would be able to choose an incentive. Chief Stokes indicated the incentives are recommendations and decisions can be made concerning how they are applied.

Councilmember Miller asked if the recent housing stock and construction will increase the City's tax revenues. Mr. Bailey indicated because subdivisions are being built there will not be an increase in sales revenues from the homes for another couple of years. He stated tax collections are slightly down from the previous year and people who are struggling financially may not pay their taxes this year. He explained he is not anticipating an increase in revenue next year. He added the City may need to increase taxes to generate revenue while also balancing the increase with the challenges the economy is facing. He noted in March there will be more data to review regarding the City's financial position.

Councilmember Miller asked Chief Stokes how much funding is necessary to increase the pay for officers. Chief Stokes indicated the base pay for officers should be raised to approximately \$42,000 which would require approximately \$1 million to \$1.5 million. He noted additional incentives will require extra funding. He explained increasing the pay and adding incentives are the most cost effective measures to retain and recruit personnel.

Mayor Alexander asked if housing is a concern for officers. She indicated partnerships may be created that will allow officers to buy homes with special interest rates, no down payments, or other incentives. Chief Stokes stated there are existing programs that assist officers with housing. He explained Brenner Crossing offers free rent to officers which allows them to save money to buy homes.

Councilmember Sheffield asked if current employees have provided feedback on incentives they think are important in recruiting and retention. Chief Stokes stated he has received feedback that officers would like to obtain particular certifications, attend specific types of training, and advance in their careers. He explained most officers do not want to remain patrol officers throughout their career. He added he is reviewing ways to enable officers to move around and experience different types of policing. He stated the average patrol officer has four years of experience. He added programs can be developed to allow an officer to be a detective for a few years, get compensation for obtaining the required skills and certifications, and then get filtered back into patrol until something else comes along. He noted an improved career development plan can be created but it will be expensive to implement.

Councilmember Post asked if the needs of the Police Department will be addressed in this year's budget. Mr. Bailey indicated the needs of the Police Department and the Public Works Department will be addressed in the budget.

#### Public Works

Public Works Director Craig Powers stated the growth in and around the community has done many great things, but it has also placed a challenge on recruiting people who have a construction background and can operate heavy machinery. He noted there are staffing issues in field maintenance areas which include streets, grounds, Stormwater maintenance, and Waste Management divisions. He explained the combined areas have approximately 52 budgeted positions among them. He added within the last 18 months the department has lost 20 employees, some of which were employed by other agencies. He indicated there are currently seven vacancies. He explained two additional vacancies are in the process of being posted for the Bell Tower Green Park and one person has submitted a notice to end his employment. He added the total number of vacancies will be 10.

Mr. Powers noted he has been a part of the department for 10 years, and there has always been turnover but recently there has been challenges regarding retention and a dwindling applicant pool. He stated one concern is competing or higher salaries within neighboring cities and in the private sector. He added entry level workers who leave to work in Concord will receive a 40% pay increase, Albemarle 17.71%, Kannapolis 9%, and those leaving for Statesville will receive a 27.32% pay increase. He noted pay raises are more drastic if the worker has a Commercial Driver's License (CDL). He mentioned the City and the North Carolina Department of Transportation (NCDOT) were recruiting the same employee and NCDOT offered the employee a pay rate that was 53.47% above the City's offer. He explained people typically leave the department within the first five years. He added the City has not been able to recruit personnel with experience and most applicants are recent high school graduates who are unskilled.

Mr. Powers indicated staff is skilled in training new personnel, and they assist with obtaining CDLs. He explained it is discouraging to think that the City may be used as a training ground for employees before they move to other agencies. He stated he has recommendations that will improve the situation but the main concern is how far behind the City's pay is compared to surrounding areas. He explained the pay rates does not have to exceed other agencies but they should be close to retain personnel and keep their skillset in Salisbury.

Councilmember Post noted young employees may not be aware of how valuable the benefits are that come with City employment as opposed to higher pay in the private sector which may not include benefits. Mr. Powers agreed. He stated young employees focus on the rate of pay more than retirement and other benefits.

Mr. Powers indicated the continuation of health care upon retirement use to be a benefit that assisted in attracting and retaining employees, but the benefit has been removed. He explained many personnel have been grandfathered into the healthcare program, but new employees no longer receive the benefit. He added many agencies are removing the health care program but it was an attractive benefit of the City.

Mayor Pro Tem Heggins stated she is shocked by how much more the surrounding communities are paying compared to the City. Mr. Powers indicated pay rates were increased by 5% a few years ago, but the surrounding communities have increased their pay rates even more as certain skill sets became in demand.

Mayor Alexander asked if there are ways to increase automation so that fewer employees are needed. Mr. Powers indicated staff is always reviewing ways to use automation to perform jobs more efficiently and effectively. He stated there are few employees working for the City who have minimal skills. He added most employees are highly skilled and minimally skilled applicants are recruited and trained in the areas where they are needed.

Mr. Bailey pointed out the Public Works Department has allowed the City to operate with fewer personnel by using automation to implement a new work order system. Mr. Powers indicated the work order system was recently implemented and the department is starting to notice its benefits. He explained the system allows garbage truck drivers to locate leaf and limb piles, and alert drivers of yard waste trucks of the locations. He added this allows yard waste trucks to drive directly to leaf and limb piles. He stated the system has the potential of providing the City with a 60% cost savings by reducing the amount of trucks driving on the streets and improving job efficiency.

Councilmember Miller commented the jobs within the Police Department and the Public Works Department are important, and the City needs to identify a way to address their needs and concerns regarding competing pressures. He explained relief will come in a couple of years with new investments and the elimination of Fibrant payments. He added a three to five year plan should be created that will not cause long-term harm in other areas.

## Personnel Costs

City Manager Lane Bailey indicated he agrees with Councilmember Miller's statement regarding the importance of the Police Department and the Public Works Department. He explained both departments are extremely essential to the City and to the citizens. He noted pay increases usually take place in January but he is recommending something be put in place that will go into effect on July 1, 2021. He stated funding for recommendations may be difficult but if issues are not addressed this year the issues may spread throughout the organization. He explained he will need two months to identify funding sources for recommendations.

Mr. Bailey reviewed personnel recommendations and scenarios and noted his numbers are only preliminary and will change. He indicated in the next fiscal year \$300,000 in the General Fund will go to the cost of insurance which is probably a higher number than the actual cost, but he is anticipating a 10% increase in insurance costs. He explained \$220,000 will be required for retirement increases. He added the percentage that is required to be paid for general employees will be increasing from 10.15% to 11.25% and from 10.9% to 12.1% for law enforcement employees.

Mayor Pro Tem Heggins asked if federal money that may be allocated through COVID-19 relief can be used to provide relief from current issues. Mr. Bailey indicated the amount that may come to Salisbury is approximately \$7 million but there is no information regarding the requirements for spending the funds. He explained if funds are required to be used toward infrastructure there are things that can be done to relieve some pressures within the budget. He noted the most expensive project within the CIP for the next several years in the General Fund is the construction of Fire Station 3. He stated one option for the funds is to use it to build the fire station, but the City will need to wait on information regarding funding requirements if the federal relief package is approved.

Councilmember Sheffield indicated grants may assist with some things, but there should be a solution regarding salary issues put in place that is sustainable. Mr. Bailey agreed.

Councilmember Post stated surrounding cities can afford to pay employees more because of increased annexation and growth which provides an increase to their tax base. He noted he would like to see the effects on the City's tax base from the new housing units.

Councilmember Miller expressed his concern regarding the tools available to the City. Mr. Bailey indicated one tool is tying utility extensions to annexations whenever possible. Mayor Alexander agreed.

Mr. Bailey stated he would like to meet in March because he will have more accurate numbers. He noted there was not a lot of conversation regarding the CIP, and operating expenses will be the driving force for next year's budget.

## **RECESS**

By consensus, Council agreed to take a 15 minute recess. The meeting reconvened at 5:45 p.m.

## **FEDERAL ACTION PLAN PRIORITIES**

Administrative Services Director and City Clerk Kelly Baker noted Council adopted a Federal Action Plan last month. She indicated during the process Council asked for an opportunity to identify priorities from the plan. She explained meetings were held with Ms. Leslie Mozingo and Mr. Ron Hamm with Strategics Consulting to identify the most effective ways to use the plan to get the most opportunities.

Mr. Hamm stated with a new administration, a new Senate, and a new session of Congress, things are evolving and the resources that may become available are unknown. He explained remaining flexible and having a large list that can be pulled from is advantageous. He added instead of having only three priorities it is better if the plan remains unchanged to provide an opportunity to span multiple opportunities for funding which helps to increase the opportunities for success. He indicated a new administration was put in place a month ago and each day there is new information regarding things that will be focused on or changed.

Mr. Hamm indicated the Federal Agenda is not the only avenue to funding. He explained there are other projects outside of the Federal Action Plan that the City can benefit from in the event that the government continues to move toward some type of economic stimulus package.

Ms. Leslie Mozingo stated they would like to give Council members time to think about their personal priorities within the Federal Action Plan. She explained the priorities may include things that individual Council members are passionate about and would like to be the most active in. She indicated her team recommends breaking into smaller groups when meeting with congressional offices and with federal agencies. She explained the smaller groups would focus on specific issue areas or projects identified for discussion. She noted she can work with the schedules of each member of Council to schedule meetings that are convenient for them, but the first meeting has been scheduled for March 23, 2021.

Mayor Alexander indicated continuing with a broad strategy and meeting in small groups is a good idea. She added the small meetings will give each Council member an opportunity to participate based on their schedules.

Councilmember Miller indicated he would like to schedule a preparation session one week before March 23, 2021.

By consensus, Council agreed to attend a virtual preparation session on March 16, 2021 at 4:00 p.m.

Councilmember Miller stated he would like members of staff to attend the preparation session and the meetings with federal agencies. Ms. Mozingo indicated staff will be invited to participate in the meetings.

By consensus, Council agreed to move forward with the full Federal Action Plan.

## **DEVELOPMENT OF 2021 PRIORITIES**

Facilitator Warren Miller presented Council with goals that were generated at the previous year's retreat. He indicated the goals were to increase community partnerships, economic prosperity and mobility, public safety, infrastructure, and human capital. He stated the goals also included having a well-run government that is inclusive, creative, and equitable. He explained a set of priority actions were also generated last year.

Mr. Miller asked Council to provide information regarding projects that they believe are high on the priority list for the City. He indicated ways to accomplish the projects do not have to be determined at this time.

Council discussed the following list of goals and priorities for the current year:

- A well-run government that is inclusive, creative, and equitable
  - Passing non-discrimination ordinance
  - Fair housing ordinance (federal and state)
    - Opportunity for local ordinances as well
    - Eviction protection for tenants
- Community Partnerships
  - Continuing commitment to racial equity and inclusion
  - Programming, venues, etc. for youth
    - E.g. athletic programs, fields, parks
    - Lifting up existing partnerships (e.g. YMCA)
- Economic Prosperity and Mobility
  - Initiating KIVA project
  - Redeveloping Empire Hotel
  - "Selling Salisbury"
    - Reaching non-community members
    - E.g. broadband with teleworking, rail connections, etc.
  - Appointing POC to boards, making sure that they take part in economic development conversations
    - Specifically, conversations around money allocation
  - Continue to support transit for neighboring communities
    - Microtransit options
    - E.g. public Uber-style service

- Infrastructure and Human Capital
  - Investing in public works, especially the people
  - Improving bike infrastructure
    - E.g. cycling lanes, bike racks
  - Housing stock issues
    - Potential for federal funding
- Public Safety
  - Investing in public safety
    - Foundation for police department
    - E.g. competitive wages
  - Starting construction on Fire Station #3
    - Using money from federal government
    - Creating ISO rating that lowers insurance rates

### **SESSION WRAP UP**

Administrator Warren Miller thanked Council for participating in the exercise, and he invited members to share their final thoughts.

Mayor Pro Tem Heggins thanked Mr. Miller and staff for a successful retreat.

Councilmember Miller thanked Mr. Miller and staff for all of their hard work.

Councilmember Post thanked staff for all that they do. He commented significant changes will be coming to Salisbury in the next few years.

Councilmember Sheffield thanked staff and Mr. Miller for all that they do.

Mayor Alexander thanked staff for all that was accomplished this year in spite of the challenges. She thanked Mr. Miller and his staff for a successful retreat.

### **ADJOURNMENT**

Motion to adjourn the meeting was made by Councilmember Post. All council members in attendance agreed unanimously to adjourn. The meeting was adjourned at 7:08 p.m.

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Karen K. Alexander, Mayor

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Kelly Baker, City Clerk

Salisbury, North Carolina  
February 16, 2021

## **REGULAR MEETING**

**PRESENT:** Mayor Karen K. Alexander, Presiding; Mayor Pro Tem Al Heggins, Council Members William Brian Miller, David Post and Tamara Sheffield; City Manager W. Lane Bailey, City Clerk Kelly Baker; and City Attorney J. Graham Corriher.

**ABSENT:** None.

In response to the State of Emergency declaration related to the spread of COVID-19 and to limit physical interactions and the potential spread of COVID-19 the Salisbury City Council met electronically. 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.

## **RECOGNITION OF VIEWERS**

Mayor Alexander welcomed all viewers.

## **CHANGES TO THE AGENDA**

Mayor Alexander noted the following changes to the Agenda:

Add Proclamation – NAACP Birthday Commemoration.

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## **ADOPTION OF THE AGENDA**

Thereupon, Mayor Pro Tem Heggins made a **motion** to adopt the Agenda with the presented change. Upon a roll call vote Mayor Alexander voted AYE, Mayor Pro Tem Heggins voted AYE, Councilmember Miller voted AYE, Councilmember Post voted AYE, and Councilmember Sheffield voted AYE. (5-0)

## **PROCLAMATIONS**

Mayor Alexander proclaimed the following observance:

NAACP BIRTHDAY COMMEMORATION

February 12, 2021

## **CONSENT AGENDA**

(a) Minutes

Adopt Minutes of the Regular meeting of February 2, 2021.

(b) Budget Ordinance Amendment- Joint Operations Funds

Adopt a budget Ordinance Amendment to the FY2020-2021 Budget in the amount of \$5,500 to appropriate a Joint Operations funds from the United States Secret Service.

ORDINANCE AMENDING THE 2020-2021 BUDGET ORDINANCE OF THE CITY OF SALISBURY, NORTH CAROLINA TO APPROPRIATE JOBS SECRET SERVICE FUNDS.

(The above Ordinance is recorded in full in Ordinance Book No. 29 at Page No. 56, and is known as Ordinance 2021-11.)

(c) Budget Ordinance Amendment- United Way Community Impact Grant

Adopt an a budget Ordinance Amendment to the FY2020-2021 Budget in the amount of \$46,093 to appropriate a Community Impact Grant received from United Way of Rowan County.

ORDINANCE AMENDING THE 2020-2021 BUDGET ORDINANCE OF THE CITY OF SALISBURY, NORTH CAROLINA TO APPROPRIATE UNITED WAY COMMUNITY IMPACT GRANT.

(The above Ordinance is recorded in full in Ordinance Book No. 29 at Page No. 57, and is known as Ordinance 2021-12.)

(d) Budget Ordinance Amendment- Coronavirus Emergency Supplemental Funding Grant

Adopt a budget Ordinance Amendment to the FY2020-2021 budget in the amount of \$78,281 to appropriate a Police Department grant from the United States Department of Justice for Coronavirus Emergency Supplemental Funding.

ORDINANCE AMENDING THE 2020-2021 BUDGET ORDINANCE OF THE CITY OF SALISBURY, NORTH CAROLINA TO APPROPRIATE CORONAVIRUS EMERGENCY SUPPLEMENTAL FUNDING GRANT.

(The above Ordinance is recorded in full in Ordinance Book No. 29 at Page No. 58, and is known as Ordinance 2021-13.)

(e) Budget Ordinance Amendment- Duke Energy Foundation Grant

Adopt a budget Ordinance Amendment to the FY2020-2021 budget in the amount of \$25,000 to appropriate a Duke Energy Foundation grant for Fair and Impartial Policing training.

ORDINANCE AMENDING THE 2020-2021 BUDGET ORDINANCE OF THE CITY OF SALISBURY, NORTH CAROLINA TO APPROPRIATE DUKE ENERGY FOUNDATION GRANT.

(The above Ordinance is recorded in full in Ordinance Book No. 29 at Page No. 59, and is known as Ordinance 2021-14.)

f) Contract- Carolina Siteworks

Authorize the City Manager to execute a contract in the amount of \$101,501.10 with Carolina Siteworks for construction of the Salisbury Street Sewer Extension in China Grove. Funds for this project have been allocated in the FY2020-2021 budget.

Thereupon, Mayor Pro Tem Heggins made a **motion** to adopt the Consent Agenda as presented. Upon a roll call vote Mayor Alexander voted AYE, Mayor Pro Tem Heggins voted AYE, Councilmember Miller voted AYE, Councilmember Post voted AYE, and Councilmember Sheffield 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.

## **LAND DEVELOPMENT DISTRICT MAP AMENDMENT- CD-02-2018**

Senior Planner Catherine Garner reviewed the first three phases of CD-02-2018 of Shay Crossing approved in 2018, and she pointed out the areas included in Phase 4. She commented TrueHomes is the petitioner and developer and the current owner is B&C Land Farming, LLC from Monroe, NC. She added TrueHomes has the option to purchase the property subject to the rezoning.

Ms. Garner commented the request is to rezone the property from Urban Residential (UR-12) and Neighborhood Mixed Use (NMX) to General Residential (GR-6) and establish a new Conditional District (CD) overlay with a Master Plan proposal for Phase 4 to include 246 mixed-width lots for a single family development.

Ms. Garner commented TrueHomes is requesting a voluntary annexation of parcels 065 008, 067 189, and a portion of 058 088. She noted this project follows the Vision 2020 Comprehensive Plan policies and visions.

Ms. Garner commented the Planning Board voted unanimously on January 26, 2021 that the proposed plan is consistent with the Vision 2020 Comprehensive Plan and recommend approval to City Council with stated conditions.

Ms. Garner pointed out the applicant has agreed to the recommended conditions which includes the constriction of approximately 447 linear feet of privacy fencing abutting the rear boundaries of parcels 067 0511, 058 116, and 058 529. She added the other condition is to construct a three to five foot landscape berm from the southern boundary of Jake Alexander Boulevard right-of-way to closest proximity of a stormwater device abutting to Earnhardt Road.

Councilmember Miller commented on adding a network of greenways during future development in the City. He asked what needed to be done for the CD to include trail standards to build the trails to greenway standards instead of installing any type of trail. He also asked if Council had an opportunity to create that expectation as part of the CD or the current ordinance. Ms. Garner indicated Council could require the developer to construct trails to a certain standard as a condition. She noted the developer is proposing trails to adhere to the Recreation Open Space requirement and ordinance. She added some developers choose a playground and she noted TrueHomes chose trails. She pointed out the Recreation Open Space Ordinance could be amended to set a standard for developers to construct a trail to specific standards instead of unspecified material. She deferred the question to City attorney Graham Corriher.

Councilmember Miller explained his idea of the City possibly taking over maintenance of the trails if the developer installs them to a greenway standard, but he added he is unsure of the costs. He stated there is a future vision to have connecting greenways throughout the community and public accessible right-of-ways. He asked if there is the possibility for connecting greenways.

City Attorney Graham Corriher commented the Recreation Open Space Ordinance currently requires a dedication of a certain percentage of open space and greenways could be added in that ordinance. He noted if the developer is willing to set aside enough space or construct a walking trail to specific standards, then a condition of approval can be added. He suggested

conversations take place with the developer regarding what the recreation open space will look like and if they would be willing to modify the plan to meet the City's overall goal of connecting greenways.

Councilmember Miller pointed out even if the greenway cannot be connected in larger thoroughfares, he sees it as an opportunity to try to extend consistent greenway trails even if they are not connected.

Councilmember Post asked about the size of the homes. Ms. Garner noted the lot sizes are proposed to be a mix of 36, 50, and 60 feet wide by 100 foot deep. She added she is unsure of the specific size of the homes.

Councilmember Sheffield asked if the proposed project plans will be consistent with the Forward 2040 Comprehensive Plan including the placement of greenway space. Ms. Garner agreed, and she noted she does not think it will conflict with the plan of adding greenway space.

b) Mayor Alexander convened a public hearing, after due notice thereof, to receive comments regarding the proposed Land Development District Map Amendment CD-02-2018.

Mr. Andrew McDonald representing TrueHomes noted Phase 1 through Phase 3 will be under construction soon. He pointed out there is a trail system shown in the plans throughout the development. He added there is an area that can be dedicated for greenway trails to be a part of future planning. He noted this particular development includes a flood plain and greenway standards may be challenging, but can be included.

Mr. Matt Mandle with ESP Associates commented he is with the civil engineering and land planning landscape architecture firm partnering with TrueHomes on this project. He noted the project received a favorable vote from the Planning Board and from reaching out to the neighbors in the area of the proposed construction.

Councilmember Miller thanked Mr. McDonald for mentioning the possibility of setting areas aside for greenway installation. He asked how those additions would be added to the plan. Mr. Mandle commented there would be a need for a defined area with specified width to coordinate with the City. Mr. Miller asked if there would be consideration for that to be done. Mr. McDonald agreed, and he added it could potentially be left open-ended since there is an area that is not developable. He commented they would not limit it to just greenway space, but a park area to construct in the future. Mr. Miller thanked TrueHomes for their willingness to work with Council and the City.

Councilmember Post asked about the size and pricing of homes. Mr. McDonald explained the estimated price range is \$195,000 to \$285,000 but could change due to the market rate when construction takes place. He added the houses will range from 1,200 square feet to 3,600 square feet.

There being no one else to address Council, Mayor Alexander closed the public hearing and indicated comments regarding the proposed amendment will be accepted for 24 hours from the close of the public hearing. She noted questions regarding the amendment can be directed to

Development Services Director Teresa Barringer at (704) 638-5210 or (704) 638-5208 and comments can be emailed to the City Clerk at [kbake@salisburync.gov](mailto:kbake@salisburync.gov).

## **MORATORIUM- HISTORIC LANDMARK**

Senior Planner Catherine Garner indicated there was nothing new to report to Council regarding the Historic Landmark Moratorium. She noted she received one email in opposition and one email in support of the moratorium since the public hearing was held at Council's last meeting.

Mayor Pro Tem Heggins asked if the moratorium will benefit staff. Ms. Garner indicated the moratorium will provide staff with clear direction and guidance. She explained it will aid the Historic Preservation Commission (HPC) in reviewing potential applications to ensure they are aligned with visions of the community and Council. She added the moratorium will streamline the application process.

Councilmember Post asked about the emails regarding the moratorium. Ms. Garner indicated the email in opposition to the moratorium stated there is no significant demand for landmarks to need a moratorium and it is not detrimental to the City budget. She noted the email in support stated clear guidelines are necessary to determine landmarks and clarification is needed regarding places that are in historic districts.

Councilmember Post indicated the email in support provided information regarding legislation. He explained when the legislation was proposed to the North Carolina Legislature, the theory behind landmark designation was regarding the preservation of properties not located in historic districts. He added the City is not following the state legislative guidelines which should be addressed. He stated the moratorium will allow the City to have an Ordinance that is aligned with the state's intent.

Councilmember Sheffield asked if policies within the Landmark Ordinance can be revised without a moratorium. Ms. Garner indicated the HPC and most members of the community support the recommendation of a moratorium. She added the moratorium will allow everyone to be on the same page. She explained a moratorium will make things easier because applications will not be processed during the updates but policies can be updated without the moratorium.

Planning Director Hannah Jacobson indicated staff understands the urgency and importance of having a successful landmark program. She explained the program will be revised whether or not there is a moratorium. She added because of the workload and staff shortages, other priorities in the department will be deferred but staff will make the landmark program a top priority if recommended by Council.

Ms. Jacobson stated the moratorium may be unnecessary given the length of the application process. Ms. Garner indicated the length of the process depends on whether or not an applicant has the extensive documentation that is required. She noted the time it takes to create a report depends on the applicant. She commented the McCandless House application was the shortest she has seen because the applicant had information from a previous National Register nomination. She

explained the state will take 30 days to review and comment on the application before returning it to the HPC for final recommendation. She added the information is then presented to Council. She noted four months is aggressive for an application with the required documentation included.

Mayor Alexander asked if a six month moratorium will be long enough given the time needed to process an application. She stated if someone submits an application before the moratorium they will complete the process before the end of the moratorium. Ms. Jacobson indicated staff has investigated and found six months is reasonable.

City Attorney Graham Corriher commented a moratorium cannot exceed six months unless there are additional findings to support the extension at the end of the original six month moratorium.

Mayor Pro Tem Heggins indicated she does not want the landmark program to prevent properties that are not located in historic districts from becoming landmarks. She commented a moratorium is not necessary if staff can improve the landmark program without it.

Councilmember Post commented there should be a moratorium because it will provide notice to future applicants to delay application submissions until the landmark program has been revised. He indicated the current landmark status of a property will not change after the moratorium. He explained the community will not benefit from applications being processed while the rules are changed. He added not having a moratorium while the requirements are changed will cause additional problems. He stated at the end of the moratorium the community will be clear of the requirements for obtaining landmark status. He noted concerns of property becoming landmark status while in a historic district can be addressed in the review process.

Mayor Pro Tem Heggins indicated there have not been many applications for landmark status and applications that are currently pending should be processed according to the current system rather than a revised system.

Councilmember Post stated there are no pending applications. He noted the policy on landmark status should be revised and a list of rules should be created for the program.

Councilmember Sheffield indicated the Ordinance on landmark status should be reviewed but she does not want the moratorium to convey that the City does not support historic preservation and landmarks. She commented a moratorium may not be necessary.

Councilmember Miller stated a moratorium may be a moot point but it will provide time to revise the policy. He explained the purpose of the moratorium will not be to eliminate the landmark program but to enhance and gain better understanding of it. He stated he is in support of the moratorium.

Thereupon, Councilmember Miller made a **motion** to adopt an Ordinance establishing a six month moratorium pursuant to North Carolina General Statute 160A-381(e) on the consideration and approval of Historic Landmarks. Upon a roll call vote Mayor Alexander voted

AYE, Mayor Pro Tem Heggins voted NO, Councilmember Miller voted AYE, Councilmember Post voted AYE, and Councilmember Sheffield voted NO. (3-2)

*\*\*It will be necessary to have a second reading on the above Ordinance due to the lack of an affirmative vote of two-thirds of all members of the City Council required to pass an Ordinance at its first reading.*

### **LAND DEVELOPMENT DISTRICT MAP AMENDMENT- Z-03-2020**

Senior Planner Catherine Garner addressed Council regarding Land Development District Map Amendment Z-03-2020 to rezone 1.5 acres of 417, 421, and 425 Faith Road and 112 Dunham Avenue (Parcel ID 070 012) from Urban Residential (UR8) and Corridor Mixed-Use (CMX) to Corridor Mixed-Use (CMX) only. She explained the site is currently developed and has several house type buildings of which some have been converted for office use. She presented maps of the area to be rezoned, and she noted the property surrounding the parcel along Faith road is zoned CMX.

Ms. Garner noted the Planning Board considered the request at its January 12, 2021 meeting and recommended unanimous approval. She pointed out Council held a public hearing on February 2, 2021, and she added no additional comments or questions have been received.

Councilmember Post stated the City Council hereby finds and determines that adoption of an Ordinance to rezone the property described herein, as requested, is not inconsistent with the goals, objectives, and policies of the Vision 2020 Comprehensive Plan due to the proposed petition, site characteristics, surrounding development pattern, and observations provided by City planning staff, identifying there are no policies in direct opposition to the petition. Thereupon, Mr. Post made a **motion** to adopt an Ordinance amending the Land Development District Map of the City of Salisbury, North Carolina rezoning 1.5 acres of 417, 421, and 425 Faith Road and 112 Dunham Avenue (Parcel ID 070 012) from Urban Residential (UR8) and Corridor Mixed-Use (CMX) to Corridor Mixed-Use (CMX) only. Upon a roll call vote Mayor Alexander voted AYE, Mayor Pro Tem Heggins voted AYE, Councilmember Miller voted AYE, Councilmember Post voted AYE, and Councilmember Sheffield voted AYE. (5-0)

**AN ORDINANCE AMENDING THE LAND DEVELOPMENT DISTRICT MAP OF THE CITY OF SALISBURY, NORTH CAROLINA REZONING 1.5 ACRES OF 417, 421, AND 425 FAITH ROAD AND 112 DUNHAM AVENUE (PARCEL ID 070 012) FROM URBAN RESIDENTIAL (UR8) AND CORRIDOR MIXED-USE (CMX) TO CORRIDOR MIXED-USE (CMX).**

(The above Ordinance is recorded in full in Ordinance Book No. 29 at Page No. 60, and is known as Ordinance 2021-15.)

## **AGREEMENT- NORTH CAROLINA DEPARTMENT OF TRANSPORTATION**

Engineering Director Wendy Brindle indicated she is seeking approval of a municipal agreement for the second platform at the Salisbury Station. She explained funding has been allocated in the State Transportation Improvement program to have the passenger platform on the east side of the tracks. She added she is expecting 25% of the design plans soon which will show access through a proposed tunnel. She added two additional design plans will be submitted by the summer of 2021, construction will begin in 2022, and the project will be completed in 2024.

Ms. Brindle stated the estimated cost of the project is \$20 million. She indicated the project will allow expansion of the freight and passenger service at the Salisbury Depot and improve safety. She noted in the agreement the City will be liable for \$780,000 of the total cost and will be responsible for ownership and maintenance of the platform and tunnel upon completion.

Councilmember Miller asked if the City would incur the cost for parking in the area. Ms. Brindle replied the North Carolina Department of Transportation (NCDOT) has additional funding included in the cost of construction that will be used for waiting room and parking after the construction of the platform. She mentioned the information is subject to change with the NCDOT budget.

Councilmember Sheffield asked if the project was in the City's Capital Improvement Plan (CIP). City Manager Lane Bailey replied the project is included in the CIP. He mentioned the City is capped at \$780,000 regardless of the total cost.

Thereupon, Councilmember Post made a **motion** to approve a municipal agreement with the North Carolina Department of Transportation for the construction of the Salisbury Station Second Platform project. Upon a roll call vote Mayor Alexander voted AYE, Mayor Pro Tem Heggins voted AYE, Councilmember Miller voted AYE, Councilmember Post voted AYE, and Councilmember Sheffield voted AYE. (5-0)

## **BUDGET ORDINANCE- GENERAL CAPITAL RESERVE FUND BALANCE**

Public Works Director Craig Powers indicated there is a need for a new garbage truck to replace an older one. He explained the department has the opportunity to purchase a truck with an approximate savings of \$45,000. He explained the City should take advantage of the opportunity instead of waiting until next year.

Thereupon, Councilmember Sheffield made a **motion** to adopt a budget Ordinance amendment to the FY2020-2021 budget in the amount of \$283,454 to appropriate General Capital Reserve Fund Balance. Upon a roll call vote Mayor Alexander voted AYE, Mayor Pro Tem Heggins voted AYE, Councilmember Miller voted AYE, Councilmember Post voted AYE, and Councilmember Sheffield voted AYE. (5-0)

ORDINANCE AMENDING THE 2020-2021 BUDGET ORDINANCE OF THE CITY OF SALISBURY, NORTH CAROLINA TO APPROPRIATE FUND BALANCE IN THE GENERAL FUND CAPITAL RESERVE.

(The above Ordinance is recorded in full in Ordinance Book No. 29 at Page No. 61, and is known as Ordinance 2021-16.)

Thereupon, Councilmember Sheffield made a **motion** to approve the purchase of an automated sanitation truck in the amount of \$283,452 from Amick Equipment. Upon a roll call vote Mayor Alexander voted AYE, Mayor Pro Tem Heggins voted AYE, Councilmember Miller voted AYE, Councilmember Post voted AYE, and Councilmember Sheffield voted AYE. (5-0)

**BUDGET ORDINANCE- STORMWATER FUND BALANCE**

Assistant Public Works Director Chris Tester stated Public Works Administrative Services Manager Michael Hannah will present Council with phase two of the Stormwater Capital Improvement Project (CIP) development plan.

Mr. Hannah indicated the department is in the process of developing a Stormwater Master plan with HDR engineering. He explained phase one is concluding and options for phase two are being explored. He added HDR Engineering presented to Council previously to explain the CIP Master Plan process.

Mr. Hannah stated staff is concluding phase one of the plan regarding defining the Master Plan Goals. He explained staff is evaluating the stormwater system, its assets, and conducting assessments in needed areas. He added the assessments include capacity, condition, and flood control assessments. He indicated water quality initiatives are also being reviewed. He added the process involves an electronic survey that will be available for public participation on March 1, 2021 to elicit feedback on the CIP project.

Mr. Hannah noted phase two of the plan will involve publishing and reviewing the feedback from the survey. He explained feedback from the survey will assist the project team in selecting focus areas to include in the Master Plan. He added a condition assessment will be completed for the focus areas along with a natural asset inventory which will identify areas with critical stream degradation. He indicated modeling plans and planning level engineering will be completed to add recommended projects to the plan. He commented the goal of phase two is to develop a Stormwater Master Plan CIP that can be used for future projects that will address stormwater issues.

Mr. Hannah indicated the phase two contract with HDR engineering is for \$147,000 for the Stormwater Center Services CIP Master Plan. He explained there is \$80,000 available in the FY2021 budget for the project and an additional \$67,200 is needed. He noted he is requesting the additional amount be appropriated and the award of the contract to HDR engineering.

Thereupon, Councilmember Miller made a **motion** to adopt a budget Ordinance amending the FY2020-2021 budget Ordinance of the City of Salisbury, North Carolina to appropriate Fund Balance in Stormwater Fund for engineering services. Upon a roll call vote Mayor Alexander voted AYE, Mayor Pro Tem Heggins voted AYE, Councilmember Miller voted AYE, Councilmember Post voted AYE, and Councilmember Sheffield voted AYE. (5-0)

**ORDINANCE AMENDING THE 2020-2021 BUDGET ORDINANCE OF THE CITY OF SALISBURY, NORTH CAROLINA TO APPROPRIATE FUND BALANCE IN STORMWATER FUND FOR ENGINEERING SERVICES.**

(The above Ordinance is recorded in full in Ordinance Book No. 29 at Page No. 62, and is known as Ordinance 2021-17.)

Thereupon, Councilmember Miller made a **motion** to approve an agreement with HDR Engineering, Inc. in the amount of \$147,200 for engineering services for Phase 2 of the Stormwater Master Plan. Upon a roll call vote Mayor Alexander voted AYE, Mayor Pro Tem Heggins voted AYE, Councilmember Miller voted AYE, Councilmember Post voted AYE, and Councilmember Sheffield voted AYE. (5-0)

**CITY ATTORNEY'S REPORT**

City Attorney Graham Corriher indicated a question was asked during Council's retreat regarding the process for changing the City Charter related to the election of Council. He noted in 2019 the City adopted an ordinance to change the way the Mayor is elected to make it a separate mayoral race. He explained Council elected to have a referendum of the people which was included on the ballot in 2019. He added the referendum was passed and it is effective for the 2021 election.

Mr. Corriher stated there were questions asked during the retreat regarding an increase in the number of council members and mayoral powers. He explained concerns can be addressed with an amendment to the City Charter. He added the charter can be amended by adopting an ordinance for a referendum or Council can adopt an ordinance that will take effect without a referendum. He noted there is no time to have a referendum before the 2021 municipal election and the only way to change the charter before the election is to adopt an ordinance. He indicated Council may propose to make changes to the charter and hold a public hearing. He explained during the meeting following the public hearing Council can consider adopting an ordinance to make changes to the City Charter. He added the ordinance must be adopted 90 days before Election Day to be effective for the 2021 municipal election. He added if the number of seats on Council is changed, the change should take place before the filing period on July 2, 2021. He pointed out August 4, 2021 is 90 days before the election and recommended Council adopt an ordinance before June.

Mayor Alexander asked if it would be helpful to hold a special meeting to address concerns with the Charter. Mr. Corriher indicated a special meeting will be useful to discuss changes, concerns, and the process following the changes.

Councilmember Sheffield indicated changes to the City Charter should not be done in haste and without maximum public input. She explained the Charter is important and changes should not be addressed virtually because members of the public may not have access.

Councilmember Sheffield stated the process can be started by gathering information but Council should not try to make changes using a virtual platform and before the next election. She noted the people voted on a mayoral election. She explained the election of Council will remain the same except for a second mayoral election.

Councilmember Post stated a special meeting to discuss the charter will be advertised and the public will be invited to speak during public comment. He indicated he is in favor of taking action to have a five member Council and a Mayor. He explained Council can hold a special meeting to evaluate the amount of public input and decide whether or not to continue.

Mayor Pro Tem Heggins indicated the decision to increase the number of Council members should not be rushed. She explained after the next election a new Council will have the time necessary to address changes to the charter.

Councilmember Post asked if a person can run for Mayor and Council at the same time. Mr. Corriher replied candidates cannot run for two municipal offices at the same time.

Thereupon, Councilmember Post made a **motion** to hold a special meeting to invite public opinion on the number of Council members given the passing of the vote to have a separate Mayoral Election. Upon a roll call vote Mayor Alexander voted AYE, Mayor Pro Tem Heggins voted NO, Councilmember Miller voted NO, Councilmember Post voted AYE, and Councilmember Sheffield voted NO. (2-3)

Mayor Alexander indicated a new Council can address the issue.

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

City Manager Lane Bailey had nothing to report to Council.

### **COUNCIL COMMENTS**

Councilmember Sheffield stated she would like the City Attorney and the City Manager to advise Council on the process for development of a local non-discrimination ordinance. City Manager Lane Bailey indicated a draft ordinance can be created.

City Attorney Graham Corriher noted he will send Council sample ordinances that have been adopted by other communities for its consideration.

## **MAYOR PRO TEM COMMENTS**

Mayor Pro Tem Heggins thanked staff for the jobs that are exceptionally done for the City and its citizens. She stated staff is innovative and instrumental in obtaining grants for the City to keep it moving forward.

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

Mayor Alexander announced the following event:

(a) **Boards and Commissions**

The City of Salisbury is seeking applications from citizens who have an interest in serving on one of the City's Boards and Commissions. Information regarding the Boards and Commissions and an online application are available at [www.salisburync.gov](http://www.salisburync.gov) under the City Council and Boards and Commissions tab. Applications are also available by emailing Kelly Baker at [kbake@salisburync.gov](mailto:kbake@salisburync.gov) or by calling 704-638-5233.

Mayor Pro Tem Heggins indicated she would like information regarding the makeup of members of the Boards and Commissions. She stated the information should include gender, race, background, and interests. She noted the selection of members should be intentional and include all voices within the community to allow participation in financial decisions and development in the City.

Administrative Services Director and City Clerk Kelly Baker commented citizens may contact her with any questions they have regarding Boards and Commissions.

Mayor Alexander thanked staff for its dedication to serve the City and its citizens in an effective and efficient way.

## **ADJOURNMENT**

Motion to adjourn the meeting was made by Councilmember Miller. All Council members in attendance agreed unanimously to adjourn. The meeting was adjourned at 7:55 p.m.

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Karen Alexander, Mayor

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Kelly Baker, City Clerk

Salisbury, North Carolina  
February 16, 2021

## **SPECIAL MEETING**

**PRESENT:** Mayor Karen K. Alexander, Presiding; Mayor Pro Tem Al Heggins, Council Members William Brian Miller, David Post and Tamara Sheffield; City Manager W. Lane Bailey, City Clerk Kelly Baker; and City Attorney J. Graham Corriher.

**ABSENT:** None.

In response to the State of Emergency declaration related to the spread of COVID-19 and to limit physical interactions and the potential spread of COVID-19 the Salisbury City Council met electronically. The meeting was called to order by Mayor Alexander at 4:00 p.m. A moment of silence was taken.

## **ADOPTION OF THE AGENDA**

Thereupon, Councilmember Post made a **motion** to adopt the Agenda as presented. Upon a roll call vote Mayor Alexander voted AYE, Mayor Pro Tem Heggins voted AYE, Councilmember Miller voted AYE, Councilmember Post voted AYE and Councilmember Sheffield voted AYE. (5-0)

## **CLOSED SESSION**

Thereupon, Councilmember Post made a **motion** to go into closed session regarding a personnel matter as allowed by NCGS 143-318.11(a)(6)

## **RETURN TO OPEN SESSION**

Mayor Alexander reconvened the meeting in open session. She noted no action was taken during closed session.

Mayor Alexander stated Council completed its review of City Manager Lane Bailey and was unanimous of the fact that he has performed beautifully, especially in light of the challenges of the past year. She noted Council admires and respects Mr. Bailey, and she thanked him for his leadership on the many accomplishments of the past year.

Mayor Alexander noted Mr. Bailey insisted that no increase in salary be considered this year because of the challenge in the current budget.

## **ADJOURNMENT**

Motion to adjourn the meeting was made by Councilmember Sheffield. All Council members in attendance agreed by roll call vote to adjourn. The meeting was adjourned at 5:00 p.m.

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Karen Alexander, Mayor

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Kelly Baker, City Clerk

## Amendment to Employment Agreement

Paragraph 2 of Section 4 of the Agreement dated February 18, 2015 by and between the City of Salisbury, as Employer, and William Lane Bailey, as Employee (City Manager), is amended to read:

“Section 4. Health, Disability and Life Insurance Benefits

...

2. ~~The Employee shall be entitled to have individual health insurance paid upon retirement according to his creditable years of service according to North Carolina Local Government Employees Retirement System.~~ The Employee, but not his dependents, shall be entitled to have individual health insurance paid by the Employer upon retirement with an unreduced pension (full pension) from the North Carolina Local Governmental Employees Retirement System, with coverage comparable to his coverage as an active employee, until the Employee reaches age 65. Payment by the Employer for retiree coverage will continue if the Employee subsequently accepts other employment, provided that the Employer and Employee may agree to suspend the retiree coverage provided by the Employer for a period of time upon mutually acceptable terms. At and after age 65, the Employer's obligation to provide health insurance to the Employee shall end.

...

Agreed to this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

CITY OF SALISBURY, NORTH CAROLINA

By: \_\_\_\_\_  
Karen K. Alexander, Mayor  
(As authorized by the City Council)

(SEAL)

\_\_\_\_\_  
William Lane Bailey

Finance Officer Preaudit Certification:

# Salisbury City Council Agenda Item Request Form



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

Requested Council Meeting Date: March 2, 2021

Name of Group(s) or Individual(s) Making Request: City Engineering

Name of Presenter(s): Wendy Brindle, City Engineer

Requested Agenda Item: Request from Spectrum for encroachment into City Rights-of-Way

**Description of Requested Agenda Item:** Spectrum requests approval of installation of directional bored duct within the City Right-of-Way from 1601 W Innes Street and ending at 119 N. Link Ave. City Council approval of encroachments is required by Section 11-24 (27) of the City Code. Spectrum must also seek NCDOT approval for work within the Innes Street corridor.

Staff review included input from Engineering, Public Services and Salisbury-Rowan Utilities. Staff recommends approval subject to the following conditions:

- All improvements and restoration shall be made at no expense to the City.
- Any markers for underground facilities shall be flush with the ground.
- Lane closures shall be coordinated through Engineering.
- Spectrum shall participate with the State's one-call locating program, and appropriate locator tape shall be installed to facilitate future field location.
- Water Main in W. Innes Street will have to be spotted. The proposed bore depth will need to be deeper than the proposed 5' or it will likely interfere with the existing water line.
- Sewer crossing at intersection will have to field verified during work.
- Engineering "as-built" plans shall be maintained by Spectrum and made available to the City upon request.
- If the City (or State) makes an improvement to the public Right-of-Way, Spectrum facilities shall be adjusted or relocated at no expense to the City (or State).

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)*

City Council to consider approval of a right-of-way encroachment by Spectrum in the 1600 block of West Innes Street and the 100 block of North Link Avenue per Section 11-24 (27) of the City Code, and subject to NCDOT approval.

Contact Information for Group or Individual: Wendy Brindle – 704-638-5201

# Salisbury City Council Agenda Item Request Form

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☒ **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

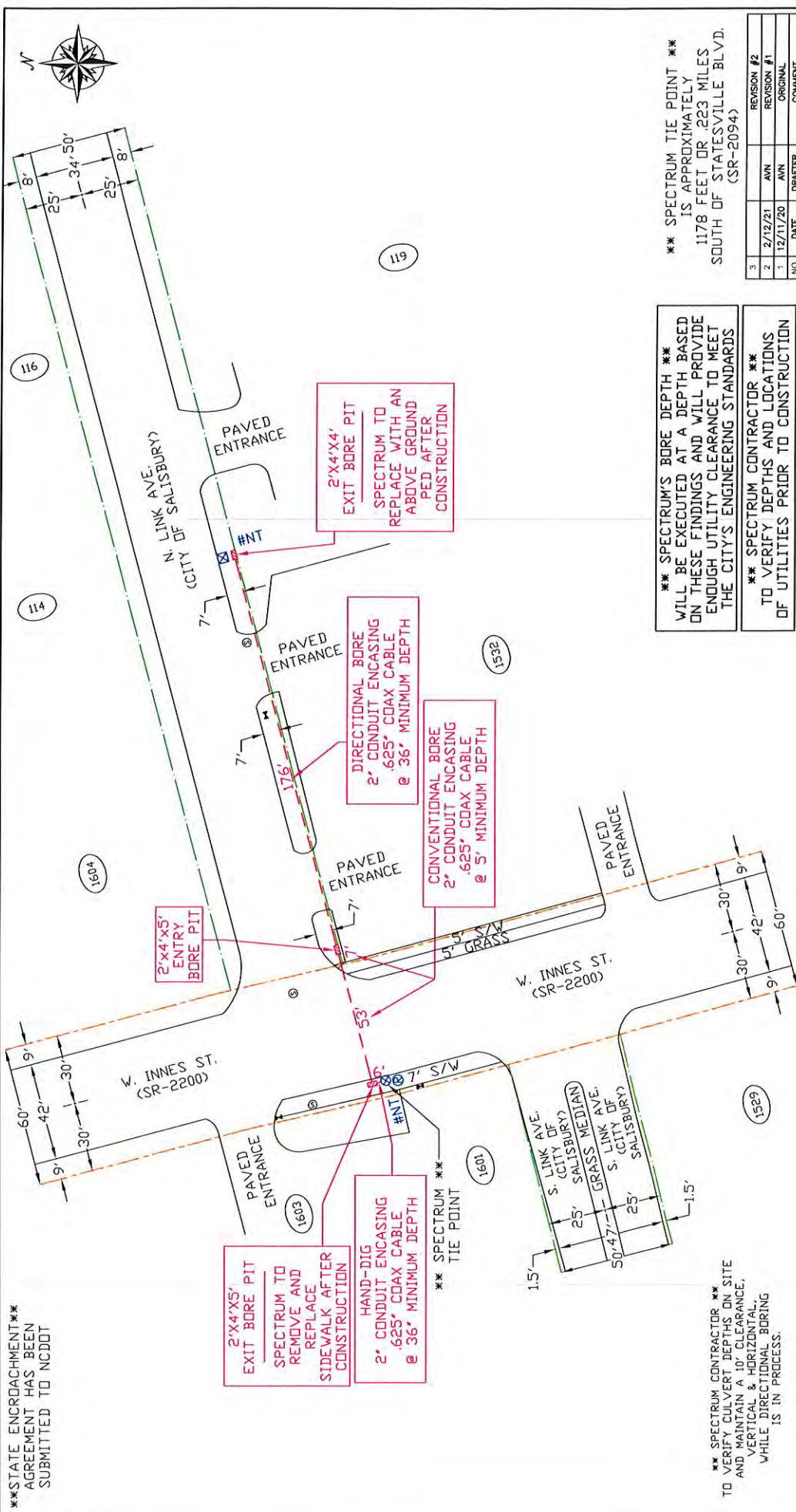
☐ **Approved**

☐ **Delayed**

☐ **Declined**

**Reason:**

\*\*STATE ENCROACHMENT\*\*  
AGREEMENT HAS BEEN  
SUBMITTED TO NCDOT



\*\* SPECTRUM CONTRACTOR \*\*  
TO VERIFY CULVERT DEPTHS ON SITE  
AND MAINTAIN A 10' CLEARANCE,  
VERTICAL & HORIZONTAL,  
WHILE DIRECTIONAL BORING  
IS IN PROCESS.

\*\* SPECTRUM'S BORE DEPTH \*\*  
WILL BE EXECUTED AT A DEPTH BASED  
ON THESE FINDINGS AND WILL PROVIDE  
ENOUGH UTILITY CLEARANCE TO MEET  
THE CITY'S ENGINEERING STANDARDS

\*\* SPECTRUM CONTRACTOR \*\*  
TO VERIFY DEPTHS AND LOCATIONS  
OF UTILITIES PRIOR TO CONSTRUCTION

\*\* SPECTRUM TIE POINT \*\*  
IS APPROXIMATELY  
1178 FEET OR 223 MILES  
SOUTH OF STATESVILLE BLVD.  
(SR-2094)

NO.	DATE	DRAFTER	REVISION #1	REVISION #2
3	2/12/21	AW		
2	12/11/20	AW	ORIGINAL	
1				

LEGEND

PROPOSED SPECTRUM AERIAL	NCDDOT RIGHT OF WAY
PROPOSED SPECTRUM UNDERGROUND	CITY RIGHT OF WAY
EXISTING UTILITY POLES	CULVERT
PROPOSED SPECTRUM VAULT	DITCH LINE
PROPOSED SPECTRUM PEDESTAL	FENCE
TRANSFORMER	GUARDRAIL
PHONE MANHOLE	EXISTING VAULT
FIRE HYDRANT	PHONE PEDESTAL
LIGHT POLE	SEWER MANHOLE
	GAS VALVE
	WATER VAULT
	CATCH BASIN
	SHRUBS/HEDGES
	TREE

NOTES

- PROPOSED CATV TO BE PLACED 3' DEEP UNLESS OTHERWISE NOTED.
- RIGHT OF WAY INFO OBTAINED FROM ROWAN COUNTY GIS.
- NO EXCAVATION WITHIN THE CLEAR RECOVERY ZONE SHALL BE LEFT OPEN OVERNIGHT.
- ALL BORE PITS TO BE A MAXIMUM OF 5' DEEP.



DRAWING PREPARED BY: TELICS  
287 SPRINGHILL FARM RD.  
FORT MILL, SC, 29715  
(803)-802-7578

SCALE	APPROVED BY	ATTENTION
1:40		ANGIE JEWETT
1532 W. INNES ST.		
(CITY OF SALISBURY PERMIT)		

# Salisbury City Council Agenda Item Request Form



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

Requested Council Meeting Date: March 2, 2021

Name of Group(s) or Individual(s) Making Request: Wendy Brindle, City Engineer

Name of Presenter(s): Wendy Brindle

**Requested Agenda Item:** Council to consider adoption of a Resolution supporting a grant application for CMAQ funds for a sidewalk and pedestrian crossings on Jake Alexander Boulevard

**Description of Requested Agenda Item:** Congestion Mitigation Air Quality (CMAQ) is a Federal program that funds transportation projects and programs in air quality non-attainment and maintenance areas to help achieve and maintain national standards for pollutants. The North Carolina Department of Transportation (NCDOT) has released a call for CMAQ projects to the MPO's, and the City of Salisbury is a member of the Cabarrus-Rowan MPO.

The City will be submitting an application for consideration by the CRMPO for CMAQ funds for a sidewalk along Jake Alexander Blvd. between Brenner Avenue and existing sidewalk recently terminated near Woodleaf Lanes on Jake Alexander Blvd. The project also includes pedestrian push-buttons at Brenner Avenue and at Harrison Rd. These improvements will provide pedestrians a walkway from existing sidewalk on Statesville Boulevard all the way to grocery and shopping areas along Jake Alexander. In addition, it will act as a connection to the existing/proposed greenway system, providing a starting point for a potential greenway trail to Community Park.

The application must be reviewed and accepted by the CRMPO for submission to NCDOT. One item required for the application to be considered is a Resolution of Support from City Council. Cost of the project is estimated to be \$845,040, with CMAQ funds of \$676,032 and a 20% City match of \$169,008. If the application is successful, staff will return to Council in the future for execution of a municipal agreement.

**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)*

N/A at this time

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

City Council adopt the attached Resolution supporting the CMAQ application for funds for sidewalk on Jake Alexander Boulevard between Brenner Ave and Woodleaf Lanes, with pedestrian push-buttons at Brenner Ave and at Harrison Rd

**Contact Information for Group or Individual:** Wendy Brindle, 704-638-5201

# Salisbury City Council

## Agenda Item Request Form

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☒ **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**

☐ **Delayed**

☐ **Declined**

**Reason:**



**RESOLUTION SUPPORTING  
A CMAQ APPLICATION FOR SIDEWALK AND PEDESTRIAN IMPROVEMENTS  
ON JAKE ALEXANDER BLVD**

WHEREAS, the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA) (Public Law 109-59, August 10, 2005) continues the Congestion Mitigation and Air Quality Improvement Program (CMAQ) (23 U.S.C. §149); and

WHEREAS, CMAQ is a Federal program that funds transportation projects and programs in air quality non-attainment and maintenance areas to help achieve and maintain national standards for pollutants; and

WHEREAS, the North Carolina Department of Transportation (NCDOT) administers the CMAQ program on behalf of non-attainment and maintenance areas within North Carolina; and

WHEREAS, the City of Salisbury is requesting funds for the design and installation of sidewalk and pedestrian upgrades at signals on Jake Alexander Boulevard between Brenner Avenue and existing sidewalk near Woodleaf Lanes (and the railroad crossing) on Jake Alexander Boulevard; and

WHEREAS, the sidewalk will provide a vital pedestrian connection for citizens to retail and recreational areas; and

WHEREAS, the City of Salisbury estimates \$845,040 for the improvements with 20% local funding of \$169,008 and CMAQ funding of \$676,032; and

WHEREAS, the Cabarrus-Rowan MPO is administering a CMAQ project selection process where they will consider endorsement of the project.

NOW THEREFORE, the City of Salisbury City Council supports the CMAQ application for funds for sidewalk on Jake Alexander Boulevard between Brenner Ave and Woodleaf Lanes, with pedestrian push-buttons at Brenner Avenue and at Harrison Road.

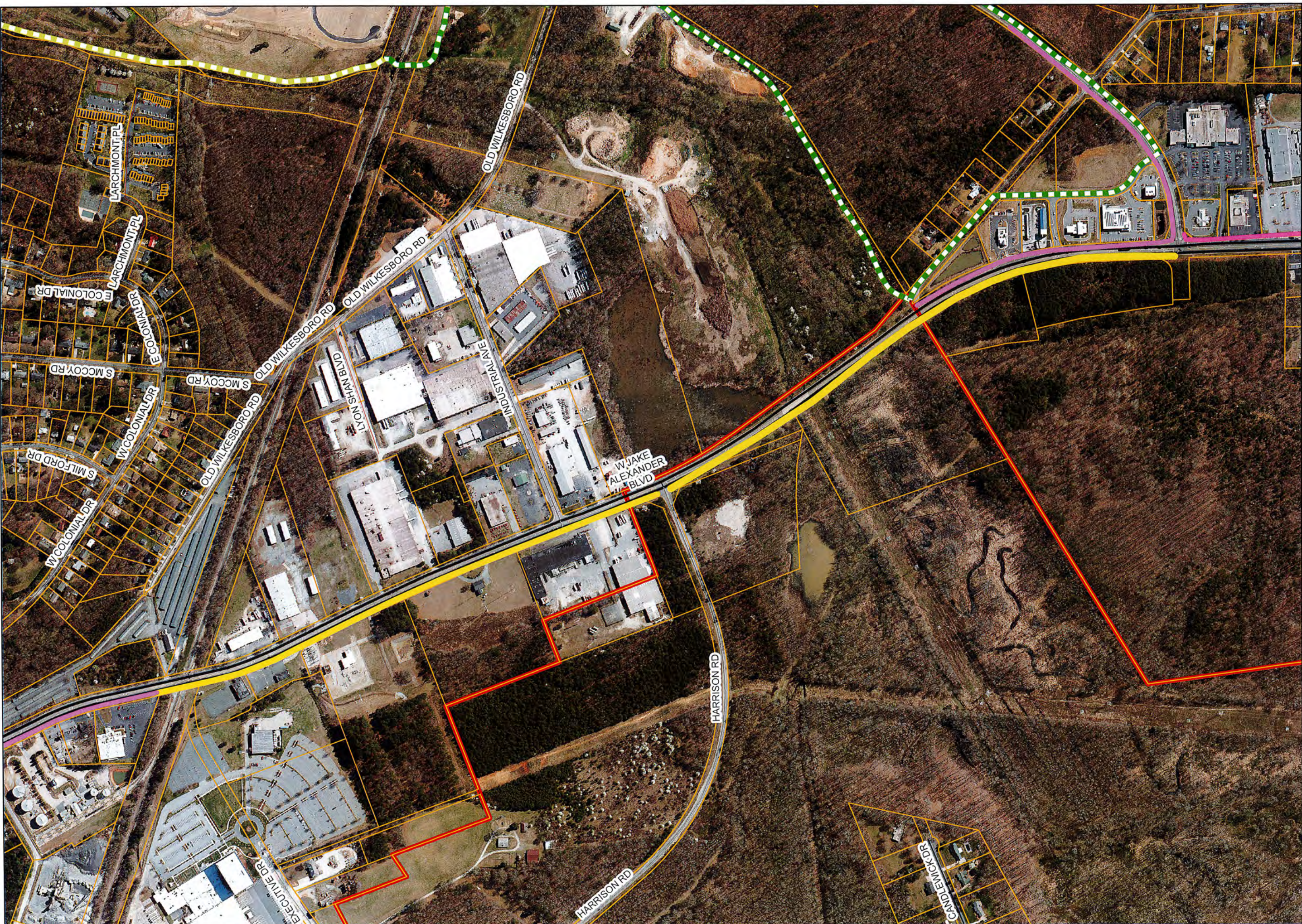
This the 2<sup>nd</sup> day of March, 2021

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Karen K. Alexander, Mayor

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Kelly Baker, City Clerk



**LEGEND**

- Proposed Sidewalk
- Existing Sidewalk
- Existing Greenway

**Proposed Sidewalk  
on  
Jake Alexander Blvd.**



# Salisbury City Council Agenda Item Request Form



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

Requested Council Meeting Date: March 2, 2021

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

Name of Presenter(s): Nick Aceves

Requested Agenda Item: Approve Changes to Greenway, Bicycle and Pedestrian Committee

**Description of Requested Agenda Item:** Update the ordinance for the Greenway, Bicycle and Pedestrian Committee to add the new full title where listed, change duties to add "trails, pedestrian walkways, bike lanes, and other multi-modal routes" where needed, and to correct spelling errors. These changes were unanimously approved by the Greenway, Bicycle and Pedestrian Committee.

**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 adopt an ordinance amending ordinance to the Greenway, Bicycle and Pedestrian Committee.

**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

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

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

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

☐ **Approved**  
**Reason:**

☐ **Declined**

AN ORDINANCE AMENDING CHAPTER 16, ARTICLE V, OF THE CODE OF THE CITY  
OF SALISBURY, RELATING TO THE GREENWAY, BICYCLE AND PEDESTRIAN  
COMMITTEE

**Sec. 16-80. Creation; membership.**

There is hereby created a greenway, bicycle and pedestrian committee composed of eleven (11) citizens of the city, to be known as the greenway, bicycle and pedestrian committee.

**Sec. 16-81. Appointment of members.**

Members of the greenway, **bicycle and pedestrian** committee shall be appointed by the city council.

**Sec. 16-82. Terms of members.**

Where possible, appointments shall be made in such a manner as to maintain on the committee at all times a majority of members who have or had experience and knowledge about a greenway, **trails, pedestrian walkways, bike lanes, and other multi-modal routes**.

Members shall be appointed for three-year staggered terms. Initially, committee appointments shall be for three (3) members for a one-year term, three (3) members, for a two-year term, and three (3) members for a three-year term with terms expiring on March 31st of the appropriate term of appointment. All subsequent appointments, except to fill a vacancy, shall be for three-year terms. Committee may make recommendations to city council as to potential candidates.

**Sec. 16-83. Meetings quorum.**

Meetings of the greenway, **bicycle and pedestrian** committee shall be held on a monthly basis, unless determined otherwise by the committee. The chairperson of the committee in his absence, the vice-chairperson, may call a special meeting of the committee by giving each member forty-eight (48) **hours hours'** notice. Special meetings will be scheduled upon request by four (4) or more committee members. A quorum of the committee shall be in attendance before action of an official nature can be taken. A quorum is at least one (1) more than **the number** absent, of the appointed members.

**Sec. 16-84. Attendance of members.**

An appointed member of the greenway, **bicycle and pedestrian** committee who misses more than three (3) consecutive regular meetings loses their status as a member of the committee until reappointed or replaced by the city council. Absences due to sickness, death or other emergencies of like nature shall be regarded as approved absences and shall not affect the

member's status on the board, except that in the event of a long illness or other such cause for prolonged absence the member may be replaced.

#### **Sec. 16-85. Compensation of members.**

Members of the greenway, **bicycle and pedestrian** committee shall serve without monetary compensation. Members shall be reimbursed for travel and subsistence relating to professional parks and recreation meetings, conferences and workshops, with such reimbursement being made in compliance with the general policies of the city.

#### **Sec. 16-86. Officers generally.**

There shall be a chairperson and vice-chairperson of the greenway, **bicycle and pedestrian** committee. An annual election of the chairman and vice-chairman shall be held by the committee members, and shall occur at the regular monthly meeting in March. Officers shall serve for one (1) year from election with eligibility for reelection. New officers shall take office at the subsequent regular meeting in April. If an officer's appointment to the committee is terminated, the board shall elect a replacement to this office from its membership, at the meeting following the termination.

#### **Sec. 16-87. Duties of officers.**

(a) The chairperson of the greenway, **bicycle and pedestrian** committee shall preside at all meetings and sign all documents relative to actions taken by the committee. The chairperson shall appoint all subcommittees including a nominating committee composed of three (3) board members. A nominating committee shall be appointed at or before the January meeting and shall report at the March meeting of the committee.

(b) The chairperson shall be the committee liaison to the parks and recreation advisory board with full voting privileges on that board.

(c) When the chairperson is absent, the vice-chairperson shall perform the duties of the chairperson. When both the chairperson and vice-chairperson are absent, those members who are present shall select a temporary chairperson.

(d) The director of parks and recreation shall serve as secretary to the committee. They may delegate all or part of these duties to another department employee with the approval of the committee, but shall hold the office of secretary and shall be held responsible for the satisfactory accomplishments.

#### **Sec. 16-88. Committees.**

- (a) The executive committee of the greenway, **bicycle and pedestrian** committee shall consist of the chairperson, vice-chairperson and secretary (director of parks and recreation).
- (b) The board chairperson is authorized to appoint such committees as, in the opinion of the board, are needed.

#### **Sec. 16-89. Bylaws.**

Operational policies and procedures may be incorporated into a set of bylaws as developed and approved by the greenway, **bicycle and pedestrian** committee in line with this article and the policies of the city.

#### **Sec. 16-90. Powers and duties.**

The greenway, **bicycle and pedestrian** committee shall serve as the advisory body for the greenway system, **trails, pedestrian walkways, bike lanes, and other multi-modal routes**, department of parks and recreation, and the city. The board shall suggest policies to the parks and recreation advisory board, the parks and recreation department, the city manager, and the city council, within its powers and responsibilities as stated in this article. The board shall serve as a liaison between the parks and recreation advisory board, the department, the manager, the city council and citizens of the community. **The** board shall consult with and advise the parks and recreation advisory board, the director of the department, the city manager and the city council in matters affecting greenway **trails, pedestrian walkways, bike lanes, and other multi-modal routes** policies, program, personnel, finances, and the acquisitions and disposal of lands and properties related to the total greenway system **and trails** and to its long-range projected program for parks and recreation.

The greenway, **bicycle and pedestrian** committee shall assume duties for greenway, **trails, pedestrian walkways, bike lanes, and other multi-modal routes** purposes as follows. The board shall:

- (1) Make recommendations for the establishment of a system of greenway trails, **trails, pedestrian walkways, bike lanes, and other multi-modal routes**.
- (2) Advise in the acquisition of lands and structures through gifts, purchase, lease or loan or by condemnation by the city as provided by G.S. ch. 40, Eminent domain and as approved by the city council.
- (3) Advise in the acceptance by the city of any grant, gift, bequest or donation or any personal or real property offered or made available for recreation purposes and which is judged to be of present or possible future use for recreation. Any gift, bequest of money or other property or any grant or devise of real or personal property so acquired shall be held by the city, used and finally disposed of in accordance with the terms under which such grant, gift or devise is made and accepted.
- (4) Advise in the construction, equipping, operation and maintenance of the greenway system.

**Sec. 16-91. Receipt of funds.**

Any funds solicited by the committee must be contributed directly to the Salisbury Parks and Recreation Foundation or the city. The committee is authorized to enter into agreements with donors as to how funds will be used to help improve the Salisbury greenway, trails, pedestrian walkways, bike lanes, and other multi-modal routes.

# Salisbury City Council Agenda Item Request Form



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

Requested Council Meeting Date: March 2, 2021

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

Name of Presenter(s): Alyssa Nelson, Urban Design Planner; Hannah Jacobson, Planning Director; Wendy Brindle, Engineering Director

Requested Agenda Item: Main Street Plan Update

Description of Requested Agenda Item: Council to receive public comment and consider adoption of the Main Street Striping Plan and Master Plan at March 16<sup>th</sup> Council meeting.

Over the past year the Community Planning Services Department with support from Downtown Salisbury Inc.'s Master Plan Committee and the City of Salisbury's Engineering Department has been working with the design and engineering firm McAdams on a schematic streetscape plan that stretches the length of 10 blocks of Main Street. The extents of the project are from Monroe Street on the south to the railroad tracks on the north, approximately Franklin Street. McAdams along with City staff provided an update to Council on December 1, 2020. This presentation is to share with Council feedback from community engagement, plans for NCDOT repaving, revised schematic plans, as well as next steps. Plans available at [www.salisburync.gov/mainstplan](http://www.salisburync.gov/mainstplan).

Attachments: ☒ Yes ☐ No

Main Street Plan Update – Council Presentation, Dated 2.23.2021  
Presentation to Council – 3.2.2021

**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)*

This project was budgeted for in FY 2021-2022 in the amount of \$138,920.  
A budget to implement the City's share of the Striping Plan is requested in the FY2021-2022 budget.

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

Council to receive public comment and consider adoption of the Main Street Plan striping plan, and master plan at March 16<sup>th</sup> Council meeting.

Contact Information for Group or Individual: Alyssa Nelson, 704.638.5235, [anel@salisburync.gov](mailto:anel@salisburync.gov)

☐ **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:

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Finance Manager Signature

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Department Head Signature

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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:

# CITY of SALISBURY: DOWNTOWN MAIN STREET PLAN

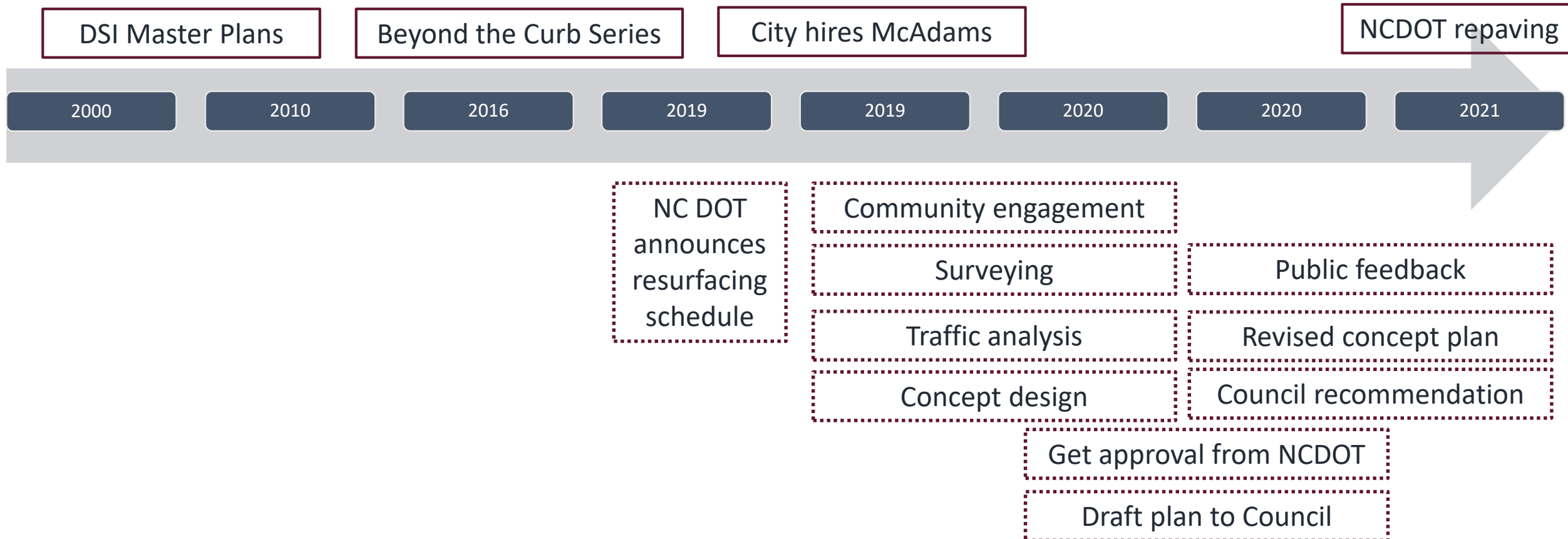
Recommended Transitional Striping Plan and Streetscape Plan



# Brief History of Project

CITY of SALISBURY:  
DOWNTOWN MAIN STREET PLAN  
Proposed Transitional Striping Plan and Streetscape Plan

What got us here?



# Brief History of Project

CITY of SALISBURY:  
DOWNTOWN MAIN STREET PLAN  
Proposed Transitional Striping Plan and Streetscape Plan

Public Feedback since December 1, 2020 Council Presentation



Photo credit: Natalie Anderson, Salisbury Post

- Ten (10) formal presentations to various community groups
- Forty (40) small group or one-on-one meetings
- Three (3) on-street outdoor/in-person events
- Canvassing of eighty-five (85) establishments to raise awareness
- Posts and articles via social media, the Lamplighter, the Salisbury Post

# Plan Phases/Scope

## 1. Phase I – Restriping Plan

*NC DOT expects late spring 2021*

- Restripe from a 4-lane cross section to a 3-lane cross section
- Change angle of parking from shallow 30 degrees, to 45 degrees
- Center turn lane allows for left turns from Main St onto Innes Street

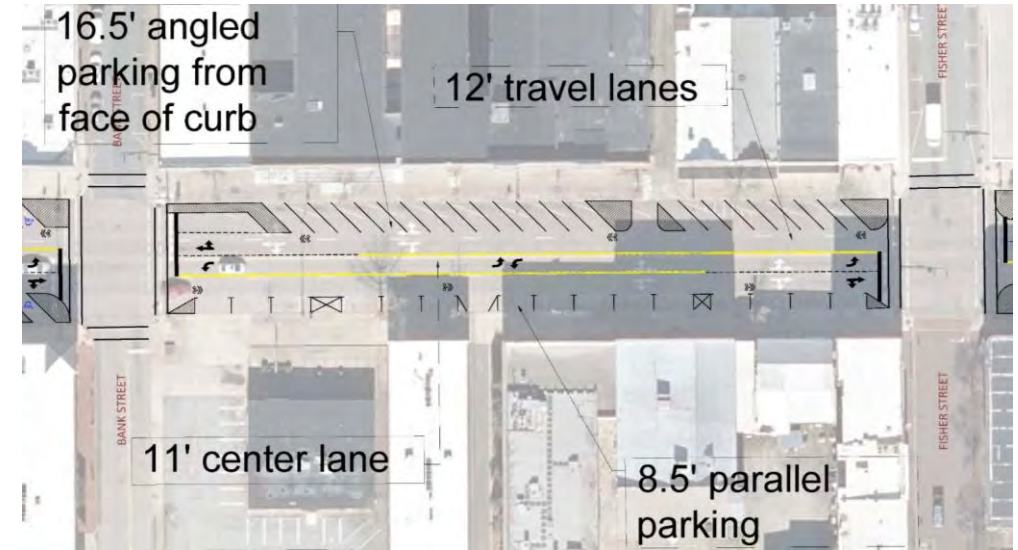
## 2. Phase II – Concept Plan

*Dependent on funding availability; Consider phased approach*

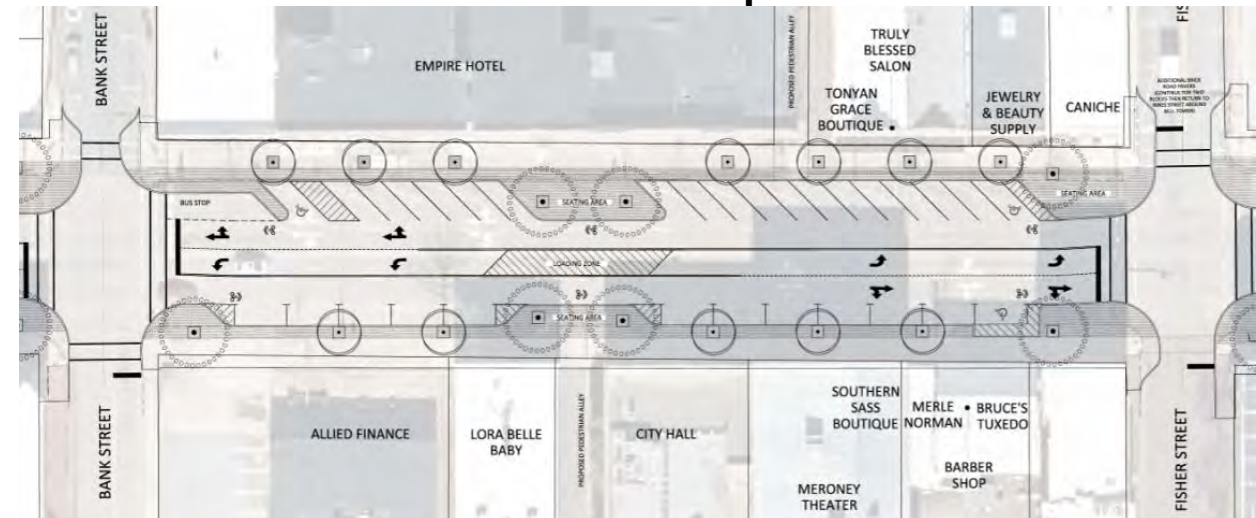
- Sidewalk bump-outs at intersections and midblock locations
- Replace sidewalks, street trees, trash/recycling bins
- Add streetscape furniture, art, lighting, bike racks and landscaping

*If Concept Plan is adopted, there would be a **Final Design/Construction Document Phase** where modifications can be made to Concept Plan. It will also address landscaping, lighting, amenity details.*

### Phase I - Restriping Plan



### Phase II - Concept Plan



# Why is it important?

CITY of SALISBURY:  
DOWNTOWN MAIN STREET PLAN  
Proposed Transitional Striping Plan and Streetscape Plan



- Multimodal safety and functionality
- Beautification
- Balance space for cars and space for people
- Increased/Improved parking
- Economic development / economic competitiveness
- Upgraded lighting and amenities

# Concept Plan

## Most common questions / Feedback received



- **Parking** – request to provide # of existing with restriping and master plan
  - **Handicap** Parking – provide #'s of existing with restriping and master plan
  - Need for a long term off-street parking solution (parking deck)
- **Deliveries** – designated zones and center lane
- Accommodations for **bikes** – sharrows, alternative route signs/markings, bike parking
- **Creating places for people, not cars** – Intersection safety, outdoor dining, pedestrian scale lighting; opportunities for improved streetscape amenities
- Concern over **cost**, compared to benefit



# Parking

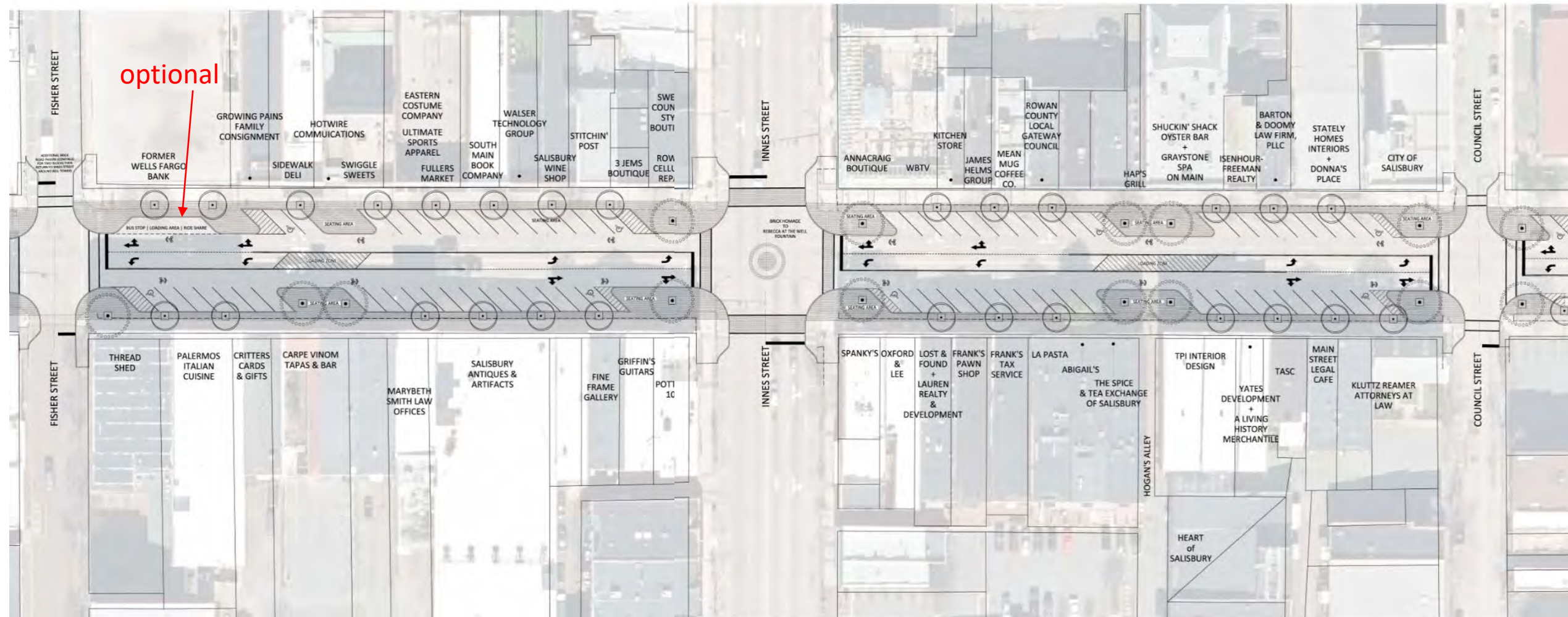
## Parking Numbers Per Block

Stretch	Existing	Dec. Draft Plan	Striping Plan	Concept Plan
Lafayette to Franklin	0	0	0	3
Franklin to Cemetery	5	5	0	5
Cemetery to Kerr	4	4	4	8
Kerr to Liberty	31	23	40	34
Liberty to Council	29	24	39	30
Council to Innes	38	38	56	41
Innes to Fisher	39	29	50	35 / 40
Fisher to Bank	26	32	37	31
Bank to Horah	27	30	46	31
Horah to Monroe	0	13	13	13
Monroe to Military	0	0	0	0
Military to Thomas	0	0	0	0
Thomas to Knox	0	0	0	0
Knox to McCubbins	0	0	0	0
McCubbins to Chestnut	0	0	0	0
<b>Total On-Street Parking Spaces</b>	<b>199</b>	<b>198</b>	<b>285</b>	<b>231/236</b>

# Concept Plan

CITY of SALISBURY:  
DOWNTOWN MAIN STREET PLAN  
Proposed Transitional Striping Plan and Streetscape Plan

100 Blocks of Revised Concept Plan



100 block of South Main

100 block of North Main

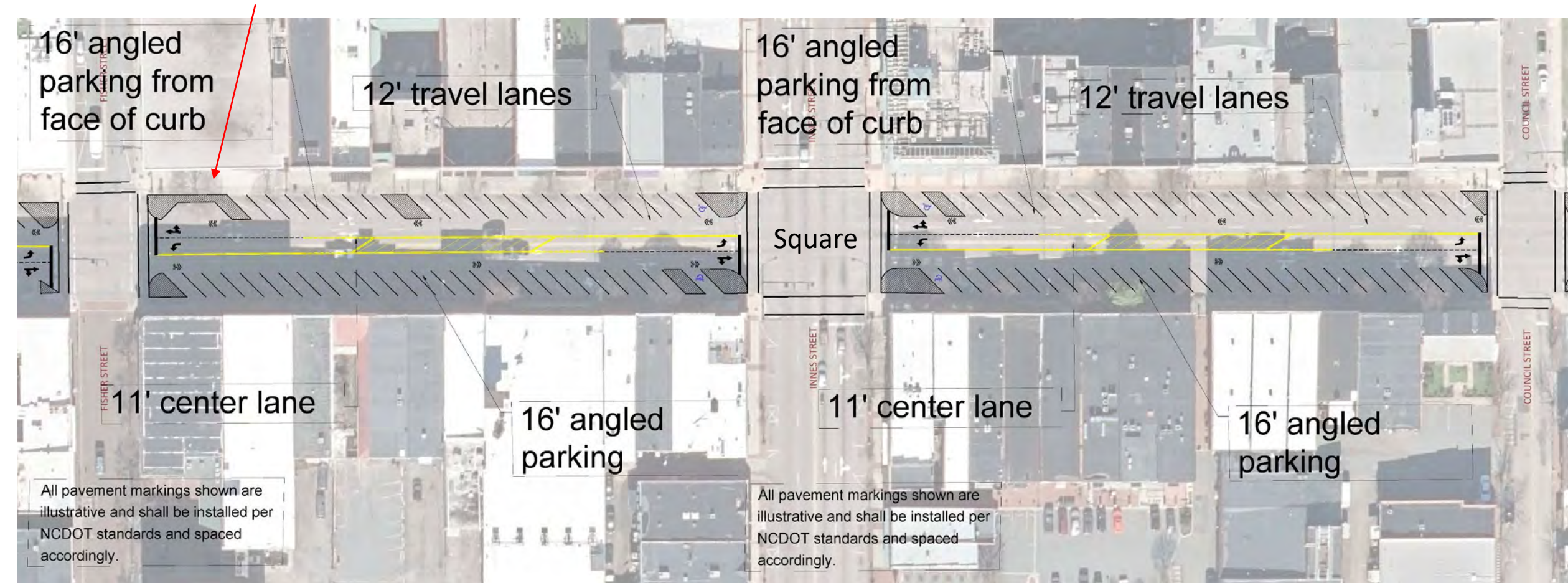


# Striping Plan

CITY of SALISBURY:  
DOWNTOWN MAIN STREET PLAN  
Proposed Transitional Striping Plan and Streetscape Plan

## 100 Blocks of Revised Striping Plan

Optional loading zone



100 block of South Main

100 block of North Main

# Concept Plan

CITY of SALISBURY:  
**DOWNTOWN MAIN STREET PLAN**  
Proposed Transitional Striping Plan and Streetscape Plan

What is the result?

## PLAN RENDERINGS

Parallel Parking Both Sides (Example: Monroe to Horah)



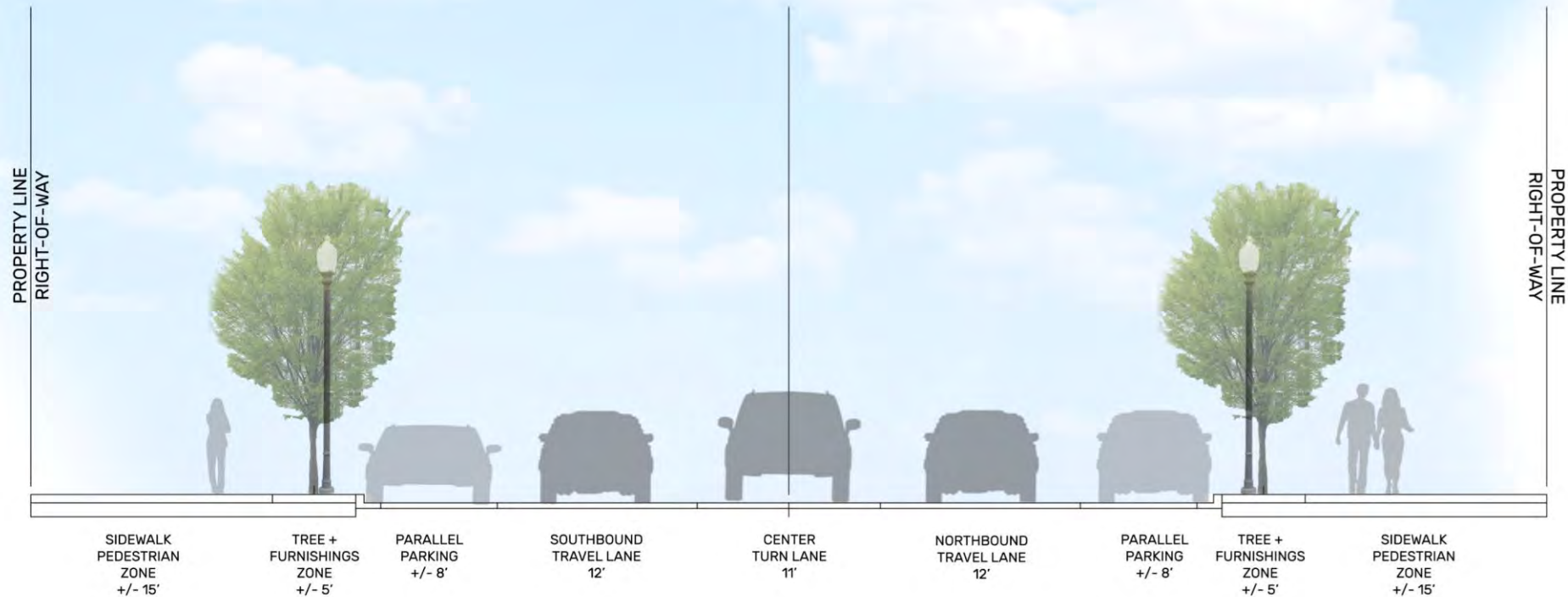
# Concept Plan

CITY of SALISBURY:  
**DOWNTOWN MAIN STREET PLAN**  
Proposed Transitional Striping Plan and Streetscape Plan

What is the result?

## PLAN RENDERINGS

Cross-Section (Example: Monroe to Horah)



**PARALLEL PARKING BOTH SIDES**  
(MONROE STREET TO HORAH STREET EXAMPLE)  
+/- 90' RIGHT-OF-WAY WIDTH

# Concept Plan

CITY of SALISBURY:  
**DOWNTOWN MAIN STREET PLAN**  
Proposed Transitional Striping Plan and Streetscape Plan

What is the result?

## PLAN RENDERINGS

Parallel Parking One Side; Diagonal Other (Example: Bank to Fisher)



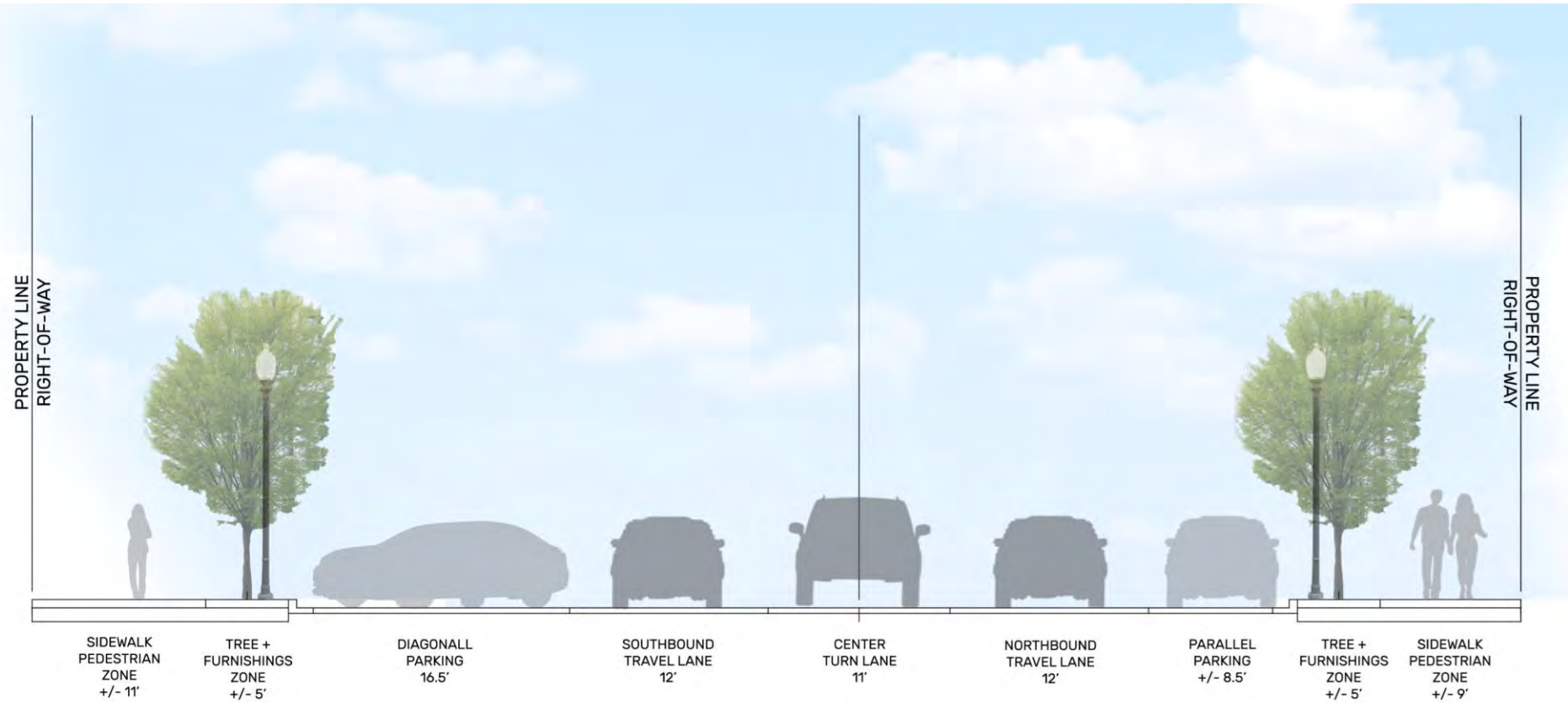
# Concept Plan

CITY of SALISBURY:  
**DOWNTOWN MAIN STREET PLAN**  
Proposed Transitional Striping Plan and Streetscape Plan

What is the result?

## PLAN RENDERINGS

Cross-Section (Example: Bank to Fisher)



**DIAGONAL PARKING ONE SIDE + PARALLEL PARKING ONE SIDE**

(BANK STREET TO FISHER STREET EXAMPLE)

+/- 90' RIGHT-OF-WAY WIDTH

# Concept Plan

CITY of SALISBURY:  
**DOWNTOWN MAIN STREET PLAN**  
Proposed Transitional Striping Plan and Streetscape Plan

What is the result?

## PLAN RENDERINGS

Diagonal Parking Both Sides (Example: Fisher to Innes)



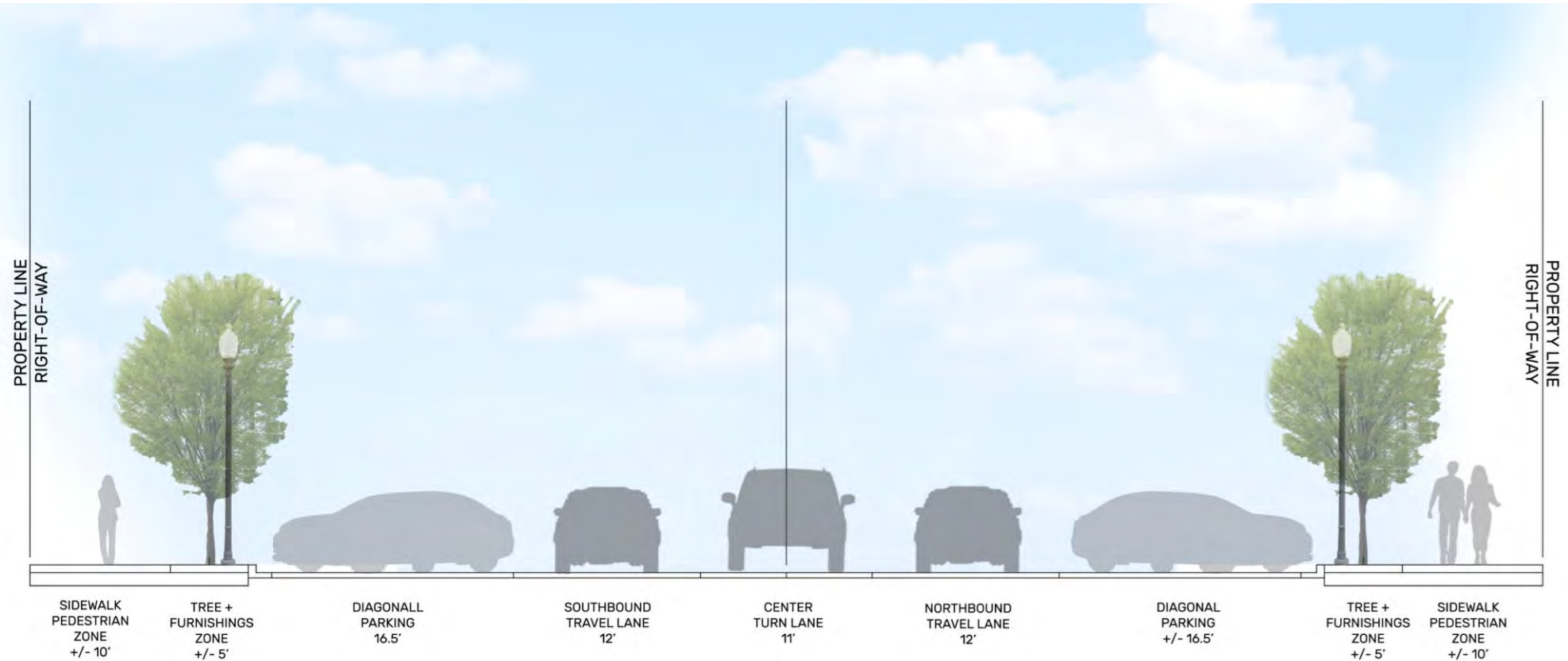
# Concept Plan

CITY of SALISBURY:  
**DOWNTOWN MAIN STREET PLAN**  
Proposed Transitional Striping Plan and Streetscape Plan

What is the result?

## PLAN RENDERINGS

Cross-Section (Example: Fisher to Innes)



**DIAGONAL PARKING BOTH SIDES**  
(FISHER STREET TO INNES STREET EXAMPLE)  
+/- 98' RIGHT-OF-WAY WIDTH

# Concept Plan

CITY of SALISBURY:  
**DOWNTOWN MAIN STREET PLAN**  
Proposed Transitional Striping Plan and Streetscape Plan

What is the result?

## PLAN RENDERINGS

Diagonal Parking Both Sides (Example: Liberty to Kerr)



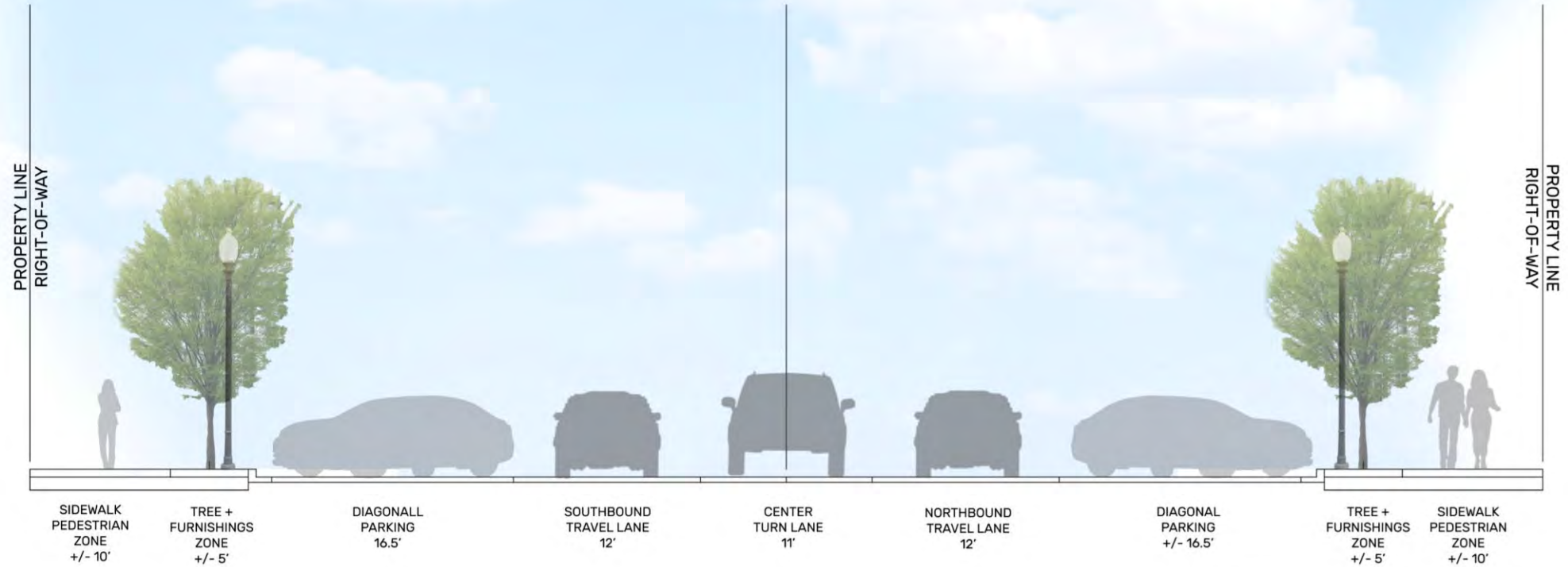
# Concept Plan

CITY of SALISBURY:  
**DOWNTOWN MAIN STREET PLAN**  
Proposed Transitional Striping Plan and Streetscape Plan

What is the result?

## PLAN RENDERINGS

Cross-Section (Example: Liberty to Kerr)



**DIAGONAL PARKING BOTH SIDES**

# Concept Plan

CITY of SALISBURY:  
**DOWNTOWN MAIN STREET PLAN**  
Proposed Transitional Striping Plan and Streetscape Plan

What is the result?

## PLAN RENDERINGS

No Added Parking | Landscape + Sidewalk Improvements (Example: Kerr to Cemetery)



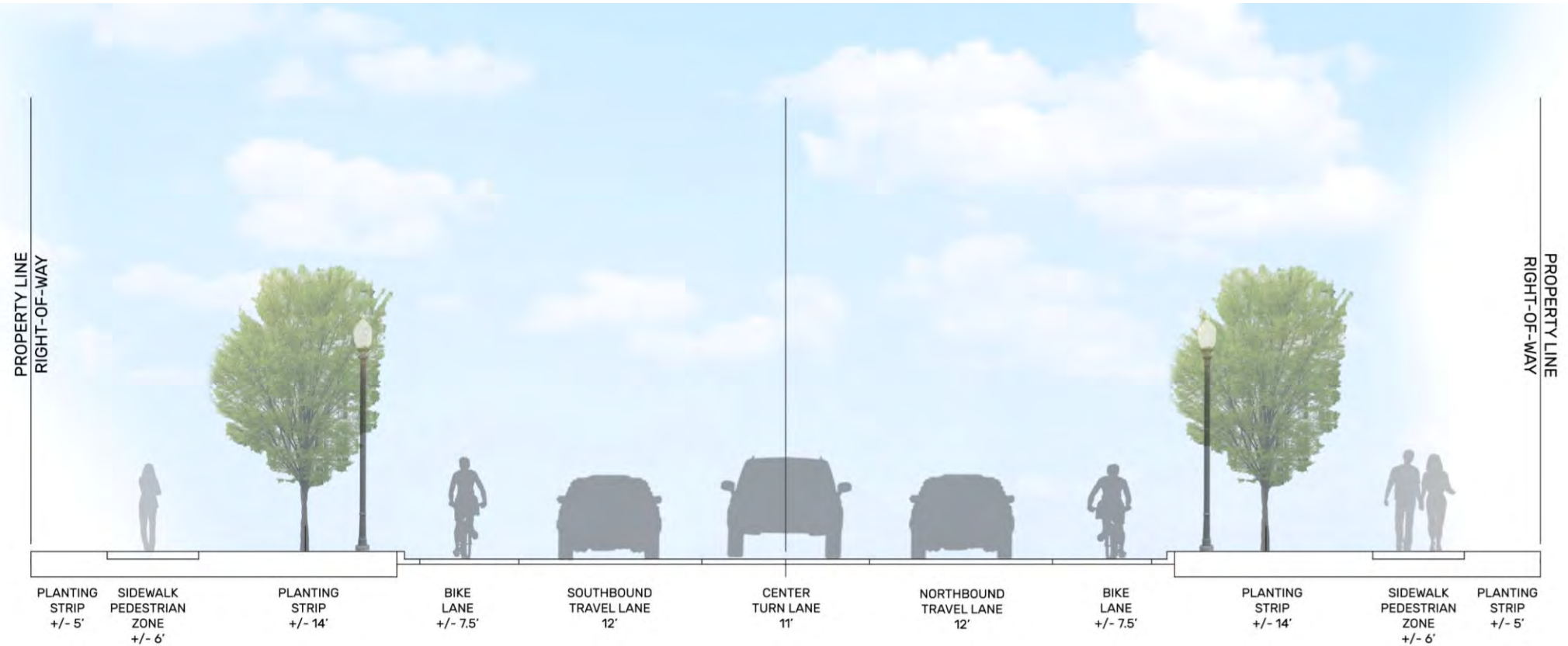
# Concept Plan

CITY of SALISBURY:  
**DOWNTOWN MAIN STREET PLAN**  
Proposed Transitional Striping Plan and Streetscape Plan

What is the result?

## PLAN RENDERINGS

Cross-Section (Example: Kerr to Cemetery)



**PARALLEL PARKING BOTH SIDES**  
(KERR STREET TO CEMETERY STREET EXAMPLE)  
+/- 100' RIGHT-OF-WAY WIDTH

# Concept Plan

CITY of SALISBURY:  
**DOWNTOWN MAIN STREET PLAN**  
Proposed Transitional Striping Plan and Streetscape Plan

## PLAN RENDERINGS

Character Perspective (Example: Looking South at Fisher Intersection)



# Concept Plan

CITY of SALISBURY:  
**DOWNTOWN MAIN STREET PLAN**  
Proposed Transitional Striping Plan and Streetscape Plan

## PLAN RENDERINGS

Character Perspective (Example: Looking North at Innes Intersection)



# Concept Plan

CITY of SALISBURY:  
**DOWNTOWN MAIN STREET PLAN**  
Proposed Transitional Striping Plan and Streetscape Plan

## PLAN RENDERINGS

Character Perspective (Example: Looking South at Innes Intersection)



# Requests

## Next steps

March 2<sup>nd</sup>: Receive public comment

March 16<sup>th</sup>: Consider adoption of both plans:

1. Striping Plan
2. Concept Plan



# Staff Contact

CITY of SALISBURY:  
DOWNTOWN MAIN STREET PLAN  
Proposed Transitional Striping Plan and Streetscape Plan

Project Website:

[www.salisburync.gov/mainstplan](http://www.salisburync.gov/mainstplan)

Alyssa Nelson

[anel@salisburync.gov](mailto:anel@salisburync.gov)

704.638.5235

# Salisbury City Council Agenda Item Request Form



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

Requested Council Meeting Date: 03/2/2021

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

Name of Presenter(s): Teresa Barringer, CZO, Development Services Manager

Requested Agenda Item: CD-02-2018

Description of Requested Agenda Item: Shay Crossing Ph 4: Request to rezone parcels 058 088; 065 008; and 067 189 from Urban Residential (UR-12) and Neighborhood Mixed Use (NMX) to General Residential (GR-6) with a Conditional District (CD) Overlay.

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 adopting an ordinance to rezone the subject parcels as requested.

**Contact Information for Group or Individual:** Teresa Barringer, [tbarr@salisburync.gov](mailto:tbarr@salisburync.gov) or 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

*Hannah Jacobson*  
\_\_\_\_\_  
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

# Salisbury City Council Agenda Item Request Form

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**Reason:**



## Planning & Zoning Memo

**CASE NO.**

**CD-02-2018**

**Project Title:**

**SHAY CROSSING PH 4**

**Petitioner(s):**

**Andrew McDonald, True Homes**

**Owner(s):**

**B&C Land Farming, LLC**

**Representative(s) or Developer(s)**

Andrew McDonald, True Homes;  
Matthew Mandle, ESP Associates

**Address:**

**600 Blk of Earnhardt Road; North of Stokes Ferry Road**

**PID(S):**

058 088; 065 008; & 067 189

**Size / Scope:**

Approximately 101.36 acres

**Location:**

Located North of Stokes Ferry Road; off of the 600 block of Earnhardt Road

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### PETITIONER REQUEST

**Request to amend the Land Development District Map by rezoning approximately 101.36 acres at Northwest side of the 600 block of Earnhardt Road; North of the previously approved Phases 1-3 of Shay Crossing, from Urban Residential (UR-12) and Neighborhood Mixed Use (NMX) to General Residential (GR-6) and establishing a new Conditional District (CD) Overlay for a master plan proposal of Phase 4 for 246 mixed lot widths for single family home construction. Proposal includes (5) sub-phases for construction plan.**

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### PETITION

This is a request to combine and develop three (3) parcels from the current zoning of Urban Residential (UR12) and Neighborhood Mixed Use (NMX) to downzone to General Residential (Gr-6) with a Conditional District (CD) Overlay (GR-6-CD). The proposed development shall be for a master plan of 246 mixed lots for the construction of single family homes. The proposal includes delineation for five (5) sub-phases to overall Phase 4 plan. Full compliance of construction review will identify requirements of proposed phasing of infrastructure prior to acceptance.

This rezoning will be a down-zoning as it reduces the maximum number of units available (density), but grants the developer a more suburban design element over the more restrictive urban design elements, such as a less restrictive curb type and a lesser amount of recreational open space.

The Developer has provided a verbal interest in voluntary annexation of Parcels 065 008, 067 189, and a portion of 058 088 which will be processed by the City Engineer.



## Planning & Zoning Memo

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### LAND DEVELOPMENT ORDINANCE PROVISIONS

	PROPOSAL	NOTES
<b>CH. 2: ZONING DISTRICTS (USES &amp; DENSITY)</b>	GR-6 permits single-family homes up 606 total units based on 101.36 acres; proposed 246 units results in density less than .5 units per acre	Single-family is the only primary use allowed.
<b>CH. 3: ADD'L USE STANDARDS</b>	N/A	N/A
<b>CH. 4: INFRASTRUCTURE (UTILITIES, STREETS, ETC.)</b>	Proposing 50-ft. rights-of-way with sidewalks on both sides, street lights, and public street trees. The proposal meets the Connectivity Index of 1.4 for GR	
<b>CH. 5: BUILDING</b>	Proposing a mix of 36, 50, and 60 ft. wide by 100 ft. deep lots; all homes to feature front-loading 1 or 2-car garages.	<b>Conditional District (CD) Alternatives apply to the lot widths being requested</b>
<b>CH. 6: ACCESSORY &amp; MISC.</b>	N/A	N/A
<b>CH. 7: REC OPEN SPACE</b>	GR-6 requires that 6% of the site be reserved and developed for rec open space which results in a minimum of 6.08 acres. The proposal identifies 12.16 acres exceeding the minimum requirements.	As part of the construction review, the recreation open space will be required to be "planned and improved, accessible and usable by persons living nearby" as required by LDO 7.3.
<b>CH. 8 LANDSCAPING</b>	Conceptual shown	Upon approval of the CD, the construction drawings will detail street trees, perimeter landscaping, and 30% required tree canopy.



## Planning & Zoning Memo

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### LAND DEVELOPMENT ORDINANCE PROVISIONS

	PROPOSAL	NOTES
<b>CH. 9: ENVIRONMENTAL PROTECTION</b>	Proposing (4) preliminary Stormwater BMP devices.	Stormwater area may be used for sedimentation during construction and converted to permanent BMP's at completion and as approved by construction plans and Engineering review.
<b>CH. 10: PARKING</b>	Parking provisions met on each lot providing 1 space per bedroom up to 2 per unit.	
<b>CH. 11: PRIVATE LIGHTING</b>	EXEMPT	N/A
<b>CH. 12: SIGNAGE</b>	Not part of rezoning proposal.	If approved, a subdivision entrance sign can be installed upon review and approval subject to LDO Chptr. 12.

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### SUMMARY OF CITIZENS COMMENTS

- 20201204: Susan Michelle Doyle  
2608 Crane Drive  
Salisbury NC 28146

Ms. Doyle emailed concerns relative to home sizes, prices ranges, proximity to abutting lots off of Crane Drive, and potential impact to home values.

- 20201218: Cynthia Ledford  
655 Earnhardt Road  
Salisbury NC 28146

Ms. Ledford initially contacted the staff on December 18<sup>th</sup> inquiring about the rezoning proposal. Several emails followed requesting additional relative to traffic study requirements, the Jake Alexander Blvd. reserved right-of-way, and how the rezoning will impact the adjoining properties.



## Planning & Zoning Memo

- 20210113: Michael Pryor  
650 Earnhardt Road  
Salisbury NC 28146

Mr. Pryor initially contacted our office by phone requesting additional information for the proposed rezoning. He noted concerns relative to the Jake Alexander Blvd. reserved right-of-way. Staff provided additional information via email and met with Mr. Pryor on January 20<sup>th</sup> to review the submittal and provide additional information. Mr. Pryor also emailed on January 21<sup>st</sup> to provide full comments regarding his concerns of the lot sizes and the impact of the ROW to his property.

- 20210119: Jody Cape

Jody contacted One Stop by phone and requested a copy of the proposed site plan to identify what the proposed rezoning was for. Staff emailed the master plan.

- Additional citizen comments/correspondence provided by the Petitioner included in the packet.
- 20210126: Tara Fulton  
230 Rhema Lane  
Salisbury NC 28146  
285 & 355 Rhema Lane also family owned property

Ms. Fulton provided written comments for the January 26, 2021 Planning Board meeting. Staff read comments aloud during Public Comment portion of the hearing.

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### COURTESY HEARING COMMENTS

Two citizens, Michael Pryor and Cynthia Ledford spoke during the Planning Board public hearing noting concerns regarding lot sizes, density impact, the Jake Alexander Blvd. reserved right-of-way and its proximity existing and proposed lots, and the impact of additional traffic on Earnhardt road. Mr. Pryor also requested the developer provide privacy fencing along the rear boundary of his property and that of his neighbor's property at 660 and 730 Earnhardt Road. Mr. Andrew McDonald agreed to propose privacy fence approximately 350 feet along the rear perimeter of the parcels. Mr. Pryor contacted staff and the developer requesting the fencing be extended to include screening of the two parcels north of 730 Earnhardt Road. The developer agreed to extend to include one lot north of 730 Earnhardt Road as it was built upon but did not agree to the adjacent vacant lot. This agreement resulted in approximately 447 total linear feet of privacy fencing to be installed by the developer abutting the rear boundaries of the PID's 067 05101; 058 116; and 058 529.



## Planning & Zoning Memo

Planning Board discussed the current zoning of UR-12 noting it would actually allow two times the density and allow minimum lot widths of 30 ft. by right. The proposed zoning request of GR-6 and CD Overlay with an exception to allow mixed lots with the smallest being 36 ft. lot widths would result in a significant reduction of what is currently allowed relative to density and lot size. In consideration of the visual impact of the smaller lots fronting Earnhardt Road, discussions concluded the requirement of a minimum 3 – 5 ft. landscape berm from the Planning Board voted unanimously to recommend approval of the submittal with the following conditions:

1. Identify a proposed privacy fence being approximately 350 linear feet along the rear perimeter boundaries of 660 and 730 Earnhardt Road. (Several days after the Planning Board hearing, the developer notified the City that they were willing to increase the privacy fencing installation to approximately 447 linear feet at the request of the citizens.)
2. Identify a minimum 3 – 5 ft. high landscape berm from the southern border of the reserved right-of-way of Jake Alexander Blvd. to the closest portion of the BMP at the southern boundary of the project along Earnhardt Road



ESP Associates, Inc.  
P.O. Box 7030 Charlotte, NC 28241  
3475 Lakemont Blvd. Fort Mill, SC 29708  
704.583.4949 (NC)  
803.802.2440 (SC)

**COPY TO:**

- (A) Addressee
- (B) ESP Main Project File
- (C) PM's Project File

**LETTER OF TRANSMITTAL**

DATE: 30-Nov-20

TO:  
**City of Salisbury Community Planning Services**  
132 N Main Street  
Salisbury, NC 28144  
704-638-5240

ATTENTION: Teresa Barringer

ESP PROJECT NAME: Shay Crossing

ESP PROJECT NO.: IQ23.101

**WE ARE SENDING YOU:**

- |  |   |  |   |
|--|---|--|---|
| <input checked="" type="checkbox"/> Enclosed | <input type="checkbox"/> Change Order   | <input type="checkbox"/> Originals       | <input type="checkbox"/> CD-ROM                         |
| <input type="checkbox"/> Samples             | <input type="checkbox"/> Computations   | <input type="checkbox"/> Sepia(s)        | <input type="checkbox"/> Under separate cover via _____ |
| <input type="checkbox"/> Literature          | <input type="checkbox"/> Specifications | <input type="checkbox"/> Print(s)        | <input type="checkbox"/> _____                          |
| <input type="checkbox"/> Copy of Letter      | <input type="checkbox"/> USB Drive      | <input type="checkbox"/> Set(s) of Plans | _____   |

COPIES	DATED	SHEET	DESCRIPTION
1	11/23/2020	Check	Conditional District Rezoning Fee - \$1000 - Check #142855
1		8.5 x 11	Conditional District Supplement Form
1		8.5 x 11	Rezoning Petition
1		8.5 x 11	Zoning Permit
1	11/23/2020	8.5 x 11	Joinder Agreement

**THESE ARE BEING SENT:**

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> For your approval                      | <input type="checkbox"/> Approved as noted         | <input type="checkbox"/> Corrected and returned |
| <input type="checkbox"/> For your use                           | <input type="checkbox"/> Approved as submitted     | <input type="checkbox"/> As requested           |
| <input checked="" type="checkbox"/> For your review and comment | <input type="checkbox"/> Approved as changed       | <input type="checkbox"/> _____                  |
| <input type="checkbox"/> For your signature                     | <input type="checkbox"/> Returned for corrections  | _____   |
| <input type="checkbox"/> For Bids Due                           | <input type="checkbox"/> Returned after loan to us | _____   |

BY: ☒ Courier ☐ UPS ☐ Mail ☐ Other

Teresa -

Please find enclosed the materials for the Shay Crossing Conditional District Rezoning. Should you have questions or need anything else to complete this submittal, please let me know.

Thanks,  
Matthew Mandle

Signed & Date \_\_\_\_\_

Signed & Date Matt Mandle 11.30.20

\*If enclosures are not noted, kindly notify us immediately



City of Salisbury  
Development Services  
132 North Main Street  
Salisbury, NC 28144  
E: 1stop@salisburync.gov  
Ph. 704.638.5208

# CONDITIONAL DISTRICT SUPPLEMENT FORM

PAID  
DEC 02 2020  
CK# 142855  
\$1,000

SHADED AREAS FOR STAFF USE ONLY

FILING DATE

12-1-2020

CASE #

CD-02-2018 Ph 4

CD MASTER PLAN ADOPTION  
CD MASTER PLAN AMENDMENT  
CD MASTER PLAN REVISION

\$1,000  
\$750  
\$50

\* FEES PER CITY OF SALISBURY BUDGET ORDINANCE

- ☐ CD Master Plan Adoption (LDO Sec. 15.22)  
☒ CD Master Plan Amendment (LDO Sec. 15.22.E)  
☐ CD Master Plan Revision (LDO Sec. 15.22.F)

A petition for a CD Master Plan must be submitted by the property owner(s) of all land included in the petition. An owner representative must submit an affidavit authorizing representation. Multiple owners shall be listed on a separate sheet with ownership corresponding to all parcels included in the petition.

Submittal Requirements:

- ☒ Completed Zoning Permit Application ☒ Plan Review Payment (cash, check, charge)  
☒ Plan Submittal per Ch. 16 of LDO (1 paper set, 1 e-set in Adobe PDF)

## PROJECT INFORMATION

Project Title: Shay Crossing

Present Use: NMX & UR-12

Number, type, and condition of any existing structures:

Total Acreage: +/- 101.36 Acres

Project/Disturbed Acreage: +/- 75 Acres

Provide overall project built-upon area (%) for NPDES determination: TBD  
(applicable for projects over 1 acre or part of a larger common plan of development - Sec. 9.6)

- Does the project require issuance of an NCDOT driveway permit? ☒ Yes ☐ No
- Does the overall project generate 3,000+ vpd during an average weekday? (Sec. 4.14) TBD ☐ Yes ☐ No
- Will the project provide outdoor lighting on private property? (Ch. 11) ☐ Yes ☒ No
- Will the project require outdoor storage? (Sec. 6.9) ☐ Yes ☒ No
- Does a sidewalk exist along the streetside parcel lines? (Sec. 4.4) ☐ Partial ☐ Yes ☒ No
- Will the project tie into an existing water or sewer connection? TBD ☐ Water ☐ Sewer ☐ Neither
- Is the project requesting a new water or sewer connection? TBD ☐ Water ☐ Sewer ☐ Neither
- Will the project involve installation of a new public or private fire line? TBD ☐ Yes ☐ No

## SIGNATURE

By signing this petition you understand that this petition will be forwarded to the Planning Board (a City Council-appointed board) who may hear statements from staff, the petitioner, and general public, and will then vote to make a Statement of Consistency and recommendation to City Council. The petition will then be forwarded to City Council who will conduct the official public hearing before casting a deciding vote. (Use a separate sheet of paper for multiple owners.)

Petitioner(s): [Signature]

SIGN HERE

## PROJECT PLANNING CHECKLIST

Pursuant to LDO Sec. 16.4, a Master Plan set (prepared by a licensed design professional with the appropriate statutory authority) must include the Site Plan, an Illustrative Landscape Plan, Building Design Plans, and other plans or documentation where applicable.

All plans must show or provide the following information where applicable; however, per Sec. 15.4, the Administrator may waive specific application requirements in certain situations:

Site Plan Information:		DONE	N/A
Project Title, property owner(s), developer(s), etc. & date of plan	(16.4.B, C, & I)	✓	
Vicinity Map	(16.4.A)	✓	
Boundary Survey & Limits of Construction	(16.4.D & P)	✓	
Original / Proposed contours at max. 2-ft intervals	(16.4.F)		✓
Any portion within Watershed Protection Area	(16.4.M)		✓
Corporate Limits & ETJ boundaries, where applicable	(16.4.R)	✓	
Phase Lines	(16.4.S)	✓	
Floodplain, Floodway, Jurisdictional Wetlands, and/or streams, where applicable	(16.4.T)	✓	
Site Calculations (acreage, open space, parking, # units, GFA, etc.)	(16.4.E)	✓	
Scale, denoted graphically & numerically	(16.4.G)	✓	
Any required Certification Statements	(16.4.H)		✓
Zoning District of project area and adjacent properties	(16.4.J)	✓	
Location, dimensions & setbacks of all lots & buildings	(16.4.I)	✓	
Location of all parking & loading areas with striping and dimensions	(16.4.L)		✓
Location of all existing & planned streets & alleys with dimensions	(16.4.L)	✓	
Location of all existing & planned (o & u) utilities and associated easements	(16.4.L)		✓
Location of all recreational open spaces & other site reservations	(16.4.L)	✓	
Location of all required NPDES Best Management Practices (BMPs), if required	(16.4.N)	✓	
Cross-sections of proposed streets & alleys	(16.4.O)	✓	
Location of, including details and screening, solid waste containment			✓

Illustrative Landscape Plan Information (must be provided in color):	DONE	N/A
Location and type of existing plants/trees and areas to remain natural	✓	
Illustrative planting plan exhibiting complete landscaping of the site at maturity	✓	

Building Design Plans Information (Sec. 16.12):	DONE	N/A
All exterior wall elevations (for proposed structures or additions)		✓
Photos of existing conditions and all existing structures		✓
Building materials schedule (samples may be provided)		✓



City of Salisbury  
Development Services  
132 North Main Street  
Salisbury, NC 28144  
E: 1stop@salisburync.gov  
Ph. 704.638.5208

# ZONING PERMIT APPLICATION

SHADED AREAS FOR STAFF USE ONLY

FILING DATE

12-01-2020

CASE #

CD-02-2018 Ph4

PLAN REVIEW CASE # (IF APPLICABLE):

ZP (NEW HOUSE<5 DU)	\$50
ZP (NEW MULTI-FAMILY RESIDENTIAL)	\$150
ZP (NEW NON-RESIDENTIAL)	\$300
ZP (ADDT/ACC/UPFIT: RESIDENTIAL)	\$25
ZP (ADDT/ACC/UPFIT: NON-RESIDENTIAL)	\$100
HOME OCCUPATION PERMIT	\$50
TEMPORARY USE PERMIT	\$50

\* FEES PER CITY OF SALISBURY BUDGET ORDINANCE

**NOTE TO APPLICANT: SUPPLEMENT PLAN REVIEW FORMS AVAILABLE IF PLAN REVIEW IS REQUIRED. PERMITTING & PLAN REVIEW SERVICES REQUIRE 1 HARD SET AND 1 ELECTRONIC SET (PDF)**

## BUILDING INFORMATION

- ☐ New Principal Building
- ☐ Addition
- ☐ Remodel/Upfit
- ☐ Accessory Structure

Existing SqFt: \_\_\_\_\_

Proposed SqFt: \_\_\_\_\_

## DEVELOPMENT TYPE

- ☒ House (<5 units)
- ☐ MF (<8 units)
- ☐ MF (≥8 units)
- ☐ Non-Residential (< 10,000 sf)
- ☐ Non-Residential (≥ 10,000 sf)
- ☐ Floodplain/Watershed
- ☐ Parking Lot—Primary Use

## USE INFORMATION

- ☒ New/Added Use
- ☐ Change of Use
- ☐ No Change of Use  
(existing use remains)
- ☐ Home Occupation
- ☐ Temporary Use

## PROJECT DESCRIPTION

N/A

Total Projected Cost: \_\_\_\_\_

## PLAN SUBMITTAL ATTACHMENTS

- ☒ Site
- ☐ Floor
- ☐ Elevation
- ☐ Landscape

## PROPERTY & CONTACT INFORMATION

Rowan County Parcel ID(s): 058-088, 065-008, & 067-189

Address or Site Location: West of Earnhardt Road, North of Stokes Ferry Road, & East of Travis Lane

Subdivision: Shay Crossing Lot(s): +/- 246 Lots

Applicant: Dependable Development, Inc. (Attn: Andrew McDonald)

Address: 2627 Brekonridge Centre Drive Ste 104, Monroe, NC 28110

Email: amcdonald@truehomesusa.com Best Phone: (704) 288-7256

Owner (if different than applicant): See attached joinder agreement

Address: See attached joinder agreement

Email: See attached joinder agreement Daytime Phone: See attached joinder agreement

## SIGNATURE

I certify that all information provided on this application is accurate 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 a permit. The City of Salisbury reserves the right to request additional information to ensure complete review.

Applicant:

*Andrew McDonald*

SIGN HERE

## UTILITY CONNECTIONS

Water: Existing ☒ PUBLIC or ☐ PRIVATE connection with no change to service  
Proposed ☒ NEW or ☐ REPLACEMENT connection @ \_\_\_\_\_ (size in inches)

Sewer: Existing ☒ PUBLIC or ☐ PRIVATE connection with no change to service  
Proposed ☒ NEW or ☐ REPLACEMENT connection @ \_\_\_\_\_ (size in inches)

Irrigation: Existing ☐ PUBLIC or ☐ PRIVATE connection with no change to service  
Proposed ☒ NEW or ☐ REPLACEMENT connection @ \_\_\_\_\_ (size in inches)

Fire: Existing ☒ PUBLIC or ☐ PRIVATE connection with no change to service  
Proposed ☒ NEW or ☐ REPLACEMENT connection @ \_\_\_\_\_ (size in inches)

F.O.G.: ☐ New ☐ Replace >>> ☐ Trap ☐ In-ground Interceptor

Backflow: ☐ New ☐ Replace ☐ Upgrade \_\_\_\_\_ (size in inches)

## DEPARTMENT USE ONLY

Project Title: \_\_\_\_\_

Zoning: \_\_\_\_\_ Overlay: \_\_\_\_\_ Local Historic Overlay? ☐ Yes ☐ No

Present Use: \_\_\_\_\_

Number, type, and condition of any existing structures: \_\_\_\_\_

List any known nonconformities: \_\_\_\_\_

Does the project require issuance of an NCDOT driveway permit? ☐ Yes ☐ No

Does the overall project generate 3,000+ vpd during an average weekday? (Sec. 4.14) ☐ Yes ☐ No

Will the project provide outdoor lighting on private property? (Ch. 11) ☐ Yes ☐ No

Will the project require outdoor storage? (Sec. 6.9) ☐ Yes ☐ No

Does a sidewalk exist along the street side parcel lines? (Sec. 4.4) ☐ Partial ☐ Yes ☐ No

Requesting Payment In Lieu of Mitigation based on the TIA? (Sec. 4.14) ☐ Yes ☐ No

Requesting Payment In Lieu of Recreational Open Space Allocation? (Sec. 7.6) ☐ Yes ☐ No

Requesting Payment In Lieu of Sidewalk? (Sec. 4.9) ☐ Yes ☐ No

Property Size (gross area in acres): \_\_\_\_\_ Area of Disturbance (acres): \_\_\_\_\_

Other & Notes:



City of Salisbury  
Development Services  
132 North Main Street  
Salisbury, NC 28144  
E: 1stop@salisburync.gov  
Ph. 704.638.5208

# REZONING PETITION

SHADED AREAS FOR STAFF USE ONLY

FILING DATE 12-1-2020

CASE # CJ-

PLAN REVIEW CASE # (IF APPLICABLE): \_\_\_\_\_

## ZONING MAP AMENDMENT:

GENERAL REZONING \$ 600  
\* FEES PER CITY OF SALISBURY BUDGET ORDINANCE

## PETITION TYPE

- ☐ General Rezoning (LDO Sec. 15.21)  
☒ Petition involves entire parcel(s) as shown on the Rowan County tax map  
☐ Petition involves a portion of a parcel(s) as shown on the Rowan County tax map  
☒ Petitioner is the property owner of record  
☐ Petitioner is an entity requesting a 3rd-party rezoning  
☐ City-Initiated rezoning

EXISTING DISTRICT(S): NMX & UR-12

PROPOSED DISTRICT(S): UR-12

## GENERAL PROPERTY DESCRIPTION (ESPECIALLY IF UNADDRESSED)

Single family detached master planned community

## PROPERTY & CONTACT INFORMATION

Rowan County Parcel ID(s): 058-088, 065-008, & 067-189

Address or Site Location: West of Earnhardt Road, North of Stokes Ferry Road, & East of Travis Lane

Subdivision: Shay Crossing Lot(s): +/- 246 Lots

Petitioner: Dependable Development, Inc. (Attn: Andrew McDonald)

Address: 2627 Brekonridge Centre Drive Ste 104, Monroe, NC 28110

Email: amcdonald@truehomesusa.com Best Phone: (704) 288-7256

Owner (if different than petitioner) See attached jointer agreement

Address: See attached jointer agreement

Email: See attached jointer agreement Daytime Phone: See attached jointer agreement

## SIGNATURE

By signing this petition you understand that the Planning Board (a City Council-appointed board) who may hear statements from staff, and will then vote to make a Statement of Consistency and recommendation to City Council. The petition will then be forwarded to City Council who will conduct the official public hearing before casting a deciding vote.

Petitioner (or representative): Andrew McDonald

SIGN HERE

**DEPARTMENT USE ONLY**

**INITIAL PLANNING BOARD DATE:** \_\_\_\_ / \_\_\_\_ / 20\_\_\_\_

• **IF SENT TO LEGISLATIVE COMMITTEE**

- **ASSIGNED LEGISLATIVE COMMITTEE:** \_\_\_\_\_
- **LEGISLATIVE COMMITTEE MEMBERS:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- **DATE OF INITIAL COMMITTEE MEETING:** \_\_\_\_ / \_\_\_\_ / 20\_\_\_\_
- **DATE OF ADDITIONAL MEETINGS:** \_\_\_\_ / \_\_\_\_ / 20\_\_\_\_  
\_\_\_\_ / \_\_\_\_ / 20\_\_\_\_
- **COMMITTEE RECOMMENDATION?** \_\_\_\_\_

• **PLANNING BOARD STATEMENT OF CONSISTENCY & RECOMMENDATION:**

- **DATE OF RECOMMENDATION:** \_\_\_\_ / \_\_\_\_ / 20\_\_\_\_
- **VOTE:** (\_\_\_\_)
- **ADDITIONAL INFORMATION FOR FILE:**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**INITIAL CITY COUNCIL DATE:** \_\_\_\_ / \_\_\_\_ / 20\_\_\_\_

• **IF SENT TO COUNCIL COMMITTEE**

- **COUNCIL COMMITTEE MEMBERS:** \_\_\_\_\_  
\_\_\_\_\_
- **DATE OF INITIAL COMMITTEE MEETING:** \_\_\_\_ / \_\_\_\_ / 20\_\_\_\_
- **DATE OF ADDITIONAL MEETINGS:** \_\_\_\_ / \_\_\_\_ / 20\_\_\_\_  
\_\_\_\_ / \_\_\_\_ / 20\_\_\_\_
- **COMMITTEE RECOMMENDATION?** \_\_\_\_\_

• **CITY COUNCIL STATEMENT OF CONSISTENCY & REASONABLENESS:**

- **DECISION:** \_\_\_\_\_
- **DATE OF DECISION:** \_\_\_\_ / \_\_\_\_ / 20\_\_\_\_
- **VOTE:** (\_\_\_\_)
- **ADDITIONAL INFORMATION FOR FILE:**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

City of Salisbury – Conditional District Rezoning/Master Plan, Preliminary Plat, & Construction Drawings

Tax Parcel IDs: 058-088, 065-008, & 067-189

**Petitioner Joinder Agreement**

The undersigned, as the owner of the parcels of land located in the City of Salisbury, North Carolina, West of Earnhardt Road, North of Stokes Ferry Road, and East of Travis Lane that are designated as Parcel Identification Numbers 058-088, 065-008, & 067-189 on the Rowan County Tax Map and which are the subject of the attached Conditional District Rezoning/Master Plan, subsequent Preliminary Plat Application(s), and Construction Drawings hereby join and give permission to Dependable Development, Inc. to request and file this Application with the City of Salisbury for the parcels referenced above.

This 23 day of November 2020  
(day) (month)

By: 

(Owner Signature)

B & C LAND FARMING LLC  
2627 BREKONRIDGE CENTRE DR  
STE 103  
MONROE, NC 28110

North Carolina

County of Union

Johnathan m. mscall, appearing before the undersigned  
Name of Property Owner (printed)

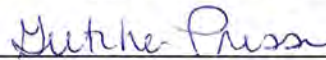
Notary and being duly sworn, says that:

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

Property Owners Signature

Sworn to (or affirmed) and subscribed before me this the 23 day of November, 2020.





Official Signature of Notary

Gretchen Presson, Notary Public  
Notary's Name (printed)

My commission expires: 3-29-2025



The Salisbury Planning Board held its regular meeting Tuesday, January 26, 2021, via Zoom, with the following being present and absent:

**PRESENT:** William (Bill) Burgin, Jayne Land, Tim Norris, Jon Post, Patricia Ricks, Dennis Rogers, John Schaffer, John Struzick, and Bill Wagoner

**ABSENT:** Three vacant seats

**STAFF:** Teresa Barringer, Graham Corriher, Catherine Garner, and Diana Cummings

**GUESTS:** Dan Brewer, Cynthia Ledford, Matt Mandle, Andrew McDonald, Michael Pryor, and Skylar White

### **CALL MEETING TO ORDER**

John Schaffer, Chair, called the meeting to order at 4:05 p.m.

### **APPROVAL OF MINUTES**

Minutes of January 12 and 21, 2021, were approved as submitted.

### **NEW BUSINESS**

#### **Courtesy Hearing**

#### CD-08-2018 Shay Crossing Phase 4

Petitioner: Andrew McDonald, True Homes

Owner: B&C Land Framing, LLC (Monroe, NC)

Representatives or Developers Andrew McDonald, True Homes; Matthew Mandle, ESP Associates

Address: 600 Block of Earnhardt Road; North of Stokes Ferry Road

PID(S): 058 088; 065 008; & 067 189

Size / Scope: Approximately 101.36 acres

#### Petitioner Request

Request to amend the Land Development District Map by rezoning approximately 101.36 Phases 1-3 of Shay Crossing, from Urban Residential (Ur-12) and Neighborhood Mixed Use (NMX) to General Residential (GR-6) and establishing a new Conditional District (CD) Overlay for a master plan proposal for Phase 4 for 246 mixed lot widths for single family home construction. Proposal includes five sub-phases for construction plan. This is a request to combine and develop three parcels from the current zoning of Urban Residential (UR12) and Neighborhood Mixed Use (NMX) to downzone to General Residential (Gr-6) with a Conditional District (CD) Overlay GR6-CD).

The proposed development shall be for a master plan of 246 mixed lots for the construction of single family homes. The proposal includes delineation for five sub-phases to overall Phase 4 plan. Full compliance of construction review will identify requirements of proposed phasing of infrastructure prior to acceptance. This rezoning will be a down-zoning as it reduces the maximum number of units available (density), but grants the developer more suburban design element over the more restrictive urban design elements, such as a less restrictive curb type and a lesser amount of recreational open space. In UR the minimum lot width is 30 feet and in the GR the minimum lot width is typically 55 feet. There will be mixed lot sizes with the smallest being 36 feet. The developer has provided a verbal interest in voluntary annexation of Parcels 065 008, 067 189, and a portion of 058 088 which will be processed by the City Engineer.

PHASING LOT BREAKDOWN	
PHASE 4-A: TOTAL LOTS:	+/- 55 LOTS
PHASE 4-B: TOTAL LOTS:	+/- 50 LOTS
PHASE 4-C: TOTAL LOTS:	+/- 33 LOTS
PHASE 4-D: TOTAL LOTS:	+/- 51 LOTS
PHASE 4-E: TOTAL LOTS:	+/- 57 LOTS

The Technical Review Committee made a recommendation to approve the plan as proposed.

The BMP has not come through for commercial review at this point.

#### Land Development Ordinance Provisions

##### **Ch. 2: Zoning Districts (Uses & density)**

GR-6 permits single-family homes up 606 total units based on 101.36 acres; proposed 246 units results in density less than .5 units per acre single-family is the only primary use allowed.

##### **Ch. 3: Additional Use Standards N/A**

**Ch. 4: Infrastructure (Utilities, Streets, Etc.)** Proposing 50-ft. rights-of-way with sidewalks on both sides, street lights, and public street trees. The proposal meets the Connectivity Index of 1.4 for GR.

**Ch. 5: Building**—Proposing a mix of 36, 50, and 60 ft.-wide by 100 ft.-deep lots; all homes to feature front-loading one or two-car garages. Conditional District (CD) alternatives apply to the lot widths being requested.

##### **Ch. 6: Accessory & Misc. N/A**

**Ch. 7: Recreational Open Space**—Gr-6 requires that 6 percent of the site be reserved and developed for recreational open space which results in a minimum of 6.08 acres. The proposal identifies 12.16 acres exceeding the minimum requirements. As part of the construction review, the recreation open space will be required to be “planned and improved, accessible and usable by persons living nearby” as required by Land Development Ordinance (LDO) 7.3.

**Ch. 8:** Landscaping–Conceptual shown upon approval of the Conditional District (CD), the construction drawings will detail street trees, perimeter landscaping, and 30 percent required tree canopy.

**Ch. 9:** Environmental Protection–Proposing (4) preliminary storm water Best Management Practices (BMP) devices. Storm water area may be used for sedimentation during construction and converted to permanent BMP's at completion and as approved by construction plans and engineering review.

**Ch. 10:** Parking–Parking provisions met on each lot providing one space per bedroom up to two per unit.

**Ch. 11:** Private Lighting–Exempt

**CH. 12:** Signage–Not part of rezoning proposal. If approved, a subdivision entrance sign can be installed upon review and approval subject to LDO Chapter. 12.

A related traffic study of Earnhardt Road has been submitted to NCDOT who is now reviewing it; they will state the requirements. In the original Drummond Village proposal, there was a decelerating/turn lane at the intersection of Stokes Ferry and Earnhardt Road. This will be installed as part of the NCDOT permit.

Summary of Citizens Comments (Emails included in packet)

12/4/2020  
Susan Michelle Doyle  
2608 Crane Drive  
Salisbury, NC 28146

Ms. Doyle emailed concerns relative to home sizes, prices ranges, proximity to abutting lots off of Crane Drive, and potential impact to home values.

12/18/2020  
Cynthia Ledford  
655 Earnhardt Road  
Salisbury, NC 28146

Ms. Ledford initially contacted the staff on December 18 inquiring about the rezoning proposal. Several emails followed requesting additional relative to traffic study requirements, the Jake Alexander Blvd. reserved right-of-way, and how the rezoning will impact the adjoining properties.

01/13/2021  
Michael Pryor  
650 Earnhardt Road  
Salisbury, NC 28146

Mr. Pryor initially contacted our office by phone requesting additional information for the proposed rezoning. He noted concerns relative to the Jake Alexander Blvd. reserved right-of-way. Staff provided additional information via email and met with Mr. Pryor January 20 to review the submittal and provide additional information. Mr. Pryor also emailed January 21 to provide full comments regarding his concerns of the lot sizes and the impact of the ROW to his property.

01/19/2021

Jody Cape

Jody contacted One Stop by phone and requested a copy of the proposed site plan to identify what the proposed rezoning was for. Staff emailed the master plan. Additional citizen comments/correspondence provided by the Petitioner included in the packet.

**Applicable Plans: Vision 2020 Comprehensive Plan**

Policy N-18: As new neighborhoods are developed, a mixture of housing types/sizes/prices shall be provided within the bounds of each neighborhood planning area.

Housing: We see a multitude of housing choices, ranging from single-family homes, to townhouses, to garage apartments, to apartments over downtown shops or the neighborhood corner store. We see neighborhoods with several different well-designed housing types for all incomes where the elderly, young families, singles and others share experiences and help one another

**Applicant**

Andrew McDonald represented True Homes. He thanked Teresa and staff for their hard work and for making this process smooth. He introduced Matt Mandle of ESP Associates, Inc. who made an overview presentation of the project. Matt stated that they provide a scholarship to Wingate University to someone eligible in the county in which they are building.

True Homes is a potential developer for this community; that has not yet been determined.

The current plan has included soft-surface trails in the 150-foot Duke Energy utility easement and tree preservation areas are included. Jake Alexander Boulevard is shown as a placeholder for future extension of the road. There is perimeter open space to serve as a buffer in between adjoining roads and parcels. Street trees will be provided on both sides of the street to meet the ordinance requirements. The flow of water at Crane Drive would have to be engineered according to state and city standards.

**Public Comment**

Each speaker received three minutes for comments.

**Michael Pryor / Mary Lea Arceo**  
**650 Earnhardt Road**  
**Salisbury NC 28146**  
**704-798-3291**

Mr. Pryor owns an adjacent property and stated that he has concerns about privacy. He requested the natural area remain and a border fence be erected at his property line; his neighbor would also like a 4-6-foot privacy fence. He spoke to staff about the lot sizes and flood plains. "I think these houses are too small and create privacy issues." He preferred 60-foot lots.

The applicant responded that there will be a beneficial hill between the rear of his property and the development. He also said he would be in favor of installing a 6-foot fence on that corner (approximately 200 feet for rear of Mr. Pryor's property and 150-feet for his neighbor's rear of property).

**Cynthia Ledford**  
**415 Newport Drive**  
**Salisbury, NC**  
**Recently purchased: 655 Earnhardt Road, Salisbury**

Three months ago she and her husband used their life savings to purchase this home. This was to be their retirement home. "This proposal is high density--there are 10 lots proposed across the street from what we thought was a rural setting." Not in favor of smaller lots. Future Jake Alexander Boulevard is at the end of her driveway on the curve. "I would drive 20 miles out of my way to avoid Jake Alexander Boulevard. A fender flew off into my hayfield already."

John Schaffer calculated that there is roughly 75 feet from centerline of Earnhardt Road to the rear of a housing structure. Part will be landscaped. Jake Alexander Boulevard placeholder is outside of the Planning Board purview and has been there since the 2006 plan.

**Tara Fulton** asked (via email) for her comments be read at the meeting. She is Thelma Bates's daughter and the address is 230 Rhema Lane. They moved here to get away from the city 30 years ago. They have enjoyed a peaceful living environment for this was the lifestyle she wanted. This proposal has brought stress to the residents in the area.

### **Board Discussion**

Jon Post noted that right now part is zoned UR 12 with minimum lot size of 30 feet x 100 feet. UR 12 requires a vertical curb. Staff added that in the NMX the "house building type" is not permitted. Row townhouses and apartments are permitted in the NMX--could be 12 units per acre by right with no maximum.

Bill Wagoner pointed to the fact that proposing 200 units is not placing a "worse" set of conditions on the property. The existing condition is that 912 units could be developed by right. John Schaffer added that, under the current zoning, there could be multifamily dwellings.

The downzoning reduces the amount of required open space—UR12 is 12 percent and GR6 is 6 percent. Staff said the landscape review has not happened at this stage of development. There are 26 acres of land in the flood plain. The proposal exceeds the open space requirement. Twenty to twenty-two houses back up to Earnhardt Road and face into the development. There will be a 25-foot landscape buffer in that perimeter.

The developer, Andrew, stated that his intent was to use the stripping from Phase One and Phase Three; the topsoil not being used could be directed to create a berm and landscaping along Earnhardt Road to shield the homes from noise and traffic. Teresa would like to discuss this with Engineering Department.

The NMX area that is split-zoned goes away. Jayne Land said, “Homeowners generally care for property and show more pride than renters.”

### **Motion**

Jon Post made a MOTION to approve CD-02-2018 as submitted. It is consistent with the Vision 2020 Comprehensive Plan Policy N18—*As new neighborhoods are developed, a mixture of housing types/sizes/prices shall be provided within the bounds of each neighborhood planning area.*

Bill Burgin amended the MOTION to include 350 linear feet of fencing. Bill Wagoner made an amendment to also include a berm where the lot backs up to the road. The 3-5' berm needs to extend from the southern boundary of the Jake Alexander Boulevard right-of-way (ROW) as it abuts Earnhardt ROW south down and through the opening to the street going into the development and continues south at least to the BMP (as far as feasible). Then leave it to construction drawings and staff to work out with the design of the BMP.

Patricia Ricks seconded the MOTION with all members VOTING AYE. 9-0 (Bill Burgin, Jayne Land, Tim Norris, Jon Post, Patricia Ricks, Dennis Rogers, John Schaffer, John Struzick and Bill Wagoner)

The City Council will receive Planning Board recommendation to approve CD-02-2018 at the February 16, 2021, council meeting.

### **2021-2022 GOALS**


The committee met January 21; minutes of this meeting were provided. Catherine Garner provided a PowerPoint presentation that tied goals and activity to the defined role of the Planning Board by NCGS 160D 301(b).

Bill Wagoner is serving on a month-to-month, however, he anticipates that other obligations will require he leave the planning board in March. Those serving their first term like Jayne Land or filling an unfulfilled term are eligible for a second term.

The goals presentation to City Council will include a complete list of Planning Board members and the expiration date of each term.

**Salisbury**

**Planning Board**

 **2021-22 GOAL SETTING**

A planning board may be assigned the following powers and duties:

**NCGS 160D-301(b)**

FY 2020	FY 2021
<ul style="list-style-type: none"> <li>Assisted with continued work on Forward 2040</li> <li>Several PB members also on Steering Committee</li> </ul>	<ul style="list-style-type: none"> <li>Continue work on Forward 2040</li> <li>Assist with presentation of plan for adoption by end of calendar year</li> </ul>

**(1) To prepare, review, maintain, monitor and periodically update and recommend to the Governing Board a Comprehensive Plan**

FY 2020	FY 2021
<ul style="list-style-type: none"> <li>Recommended approval of LDO changes to comply with NCGS 160D, other legislative changes</li> <li>Recommended changes to first class mail certification procedures for public hearings</li> <li>Worked on preparing text amendments in response to N-Focus review</li> </ul> <p><b>(3) To develop and recommend policies, ordinances, development regulations, administrative procedures, and other means for carrying out plans in a coordinated and efficient manner.</b></p>	<ul style="list-style-type: none"> <li>Put forth the text amendments resulting from the N-Focus study for review and approval</li> </ul>

FY 2020	FY 2021
<ul style="list-style-type: none"> <li>Reviewed changes to ordinance relative to NCGS 160D, other staff proposed text amendments</li> <li>Rowan Woodland and Westbrook Trace Apartments – CD Rezoning</li> </ul> <p><b>(4) To advise the governing board concerning the implementation of plans, including, but not limited to, review and comment on all zoning text and map amendments as required by G.S. 160B-604.</b></p>	<ul style="list-style-type: none"> <li>Put forth the text amendments resulting from the N-Focus Study</li> <li>Review and comment on all other applications in a timely manner for Council's consideration</li> </ul>

FY 2020	FY 2021
<ul style="list-style-type: none"> <li>N-Focus Study</li> <li>Assist with Forward 2040 as requested</li> </ul> <p><b>(7) To perform any other related duties that the governing board may direct</b></p>	<ul style="list-style-type: none"> <li>N-Focus Study</li> <li>Small area plans – South Main Street</li> <li>Assist with Forward 2040 adoption as requested</li> <li>Receive additional training offered by UNC School of Government</li> </ul>

**FY 2021 REQUEST**

A local government may by ordinance provide for the appointment and compensation of a planning board or may designate one or more boards or commissions to perform the duties of a planning board. A planning board established pursuant to this section may include, but shall not be limited to, one or more of the following:

**NCGS 160D-301(a)**

<ul style="list-style-type: none"> <li>Jayne Land</li> <li>Jon Post</li> <li>Tim Norris (ETJ Representative)</li> <li>PJ Ricks</li> <li>John Schaffer, Board Chair</li> <li>Bill Wagoner</li> </ul>	<ul style="list-style-type: none"> <li>John Struzick, Board Vice-Chair</li> <li>Dennis Rogers</li> <li>Bill Burgin</li> <li>Vacant</li> <li>Vacant</li> <li>Vacant, ETJ Representative</li> </ul>
---	---

**(1) A planning board of any size or composition deemed appropriate, organized in any manner deemed appropriate; provided, however, the board shall have at least three members.**

Bill Burgin made a Motion to approve the goals proposal as submitted. John Struzick seconded the motion with all members VOTING AYE. (9-0)

## OTHER BUSINESS

Teresa Barringer reviewed some of the training that is available for the Planning Board. She will send an email to get feedback from the group. The board will take one module at a time with the board all taking the same module.

## ADJOURN

The Planning Board meeting was adjourned at 6 p.m.

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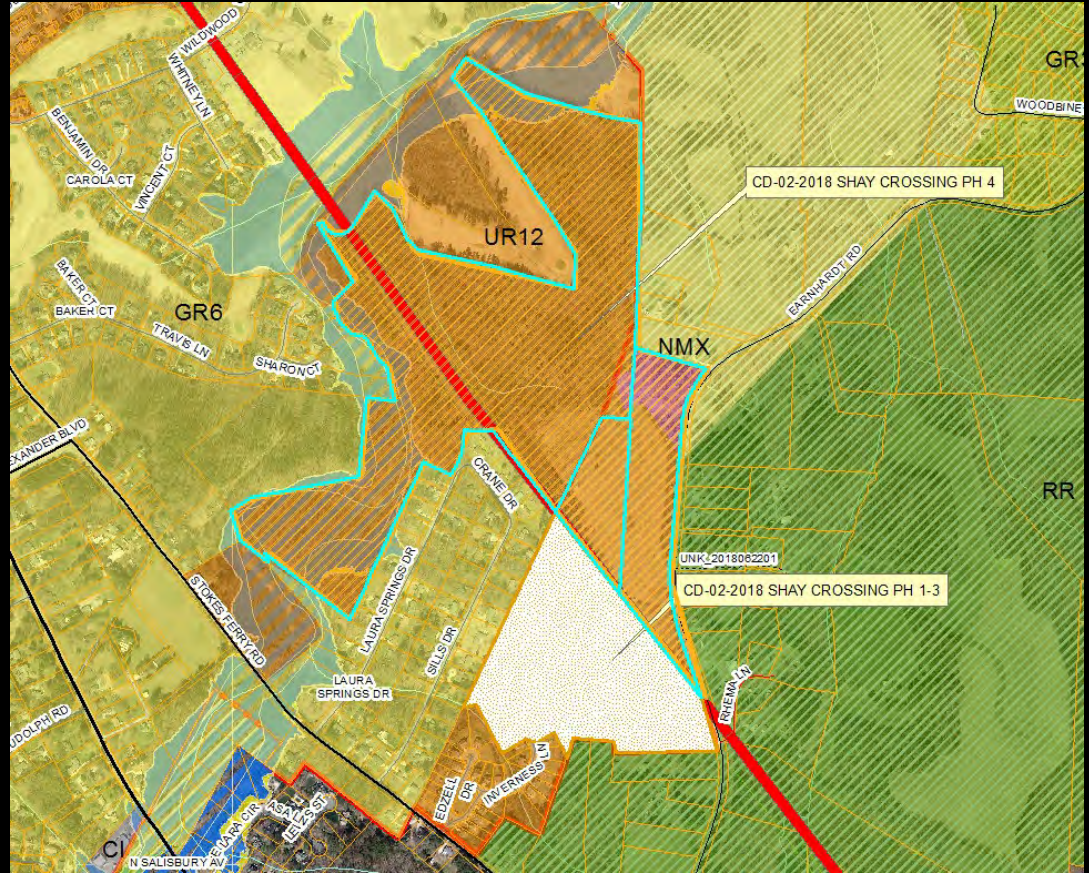
John Schaffer, Chair

---

Diana Cummings, Secretary

# CD-02-2018

## SHAY CROSSING PH 4



# Petition

- ❑ TrueHomes, petitioner and developer
  - Owner, B&C Land Farming, LLC (Monroe, NC)
  - Option to Purchase
- ❑ Rezone to 'GR' and establish CD Overlay
- ❑ *Shay Crossing, Phase 4*: 246-lot subdivision development

# Shay Crossing Phase 4

## Master Plan

### PHASING LOT BREAKDOWN

PHASE 4-A:  
TOTAL LOTS: +/- 55 LOTS

PHASE 4-B:  
TOTAL LOTS: +/- 50 LOTS

PHASE 4-C:  
TOTAL LOTS: +/- 33 LOTS

PHASE 4-D:  
TOTAL LOTS: +/- 51 LOTS

PHASE 4-E:  
TOTAL LOTS: +/- 57 LOTS



- Proposal is for (5) sub phases for construction

### PHASING LOT BREAKDOWN

PHASE 4-A:  
TOTAL LOTS: +/- 55 LOTS

PHASE 4-B:  
TOTAL LOTS: +/- 50 LOTS

PHASE 4-C:  
TOTAL LOTS: +/- 33 LOTS

PHASE 4-D:  
TOTAL LOTS: +/- 51 LOTS

PHASE 4-E:  
TOTAL LOTS: +/- 57 LOTS





Corbin Hills Golf Club

Cape Creek

CD-02-2018 SHAY  
CROSSING PH 4  
246 LOTS

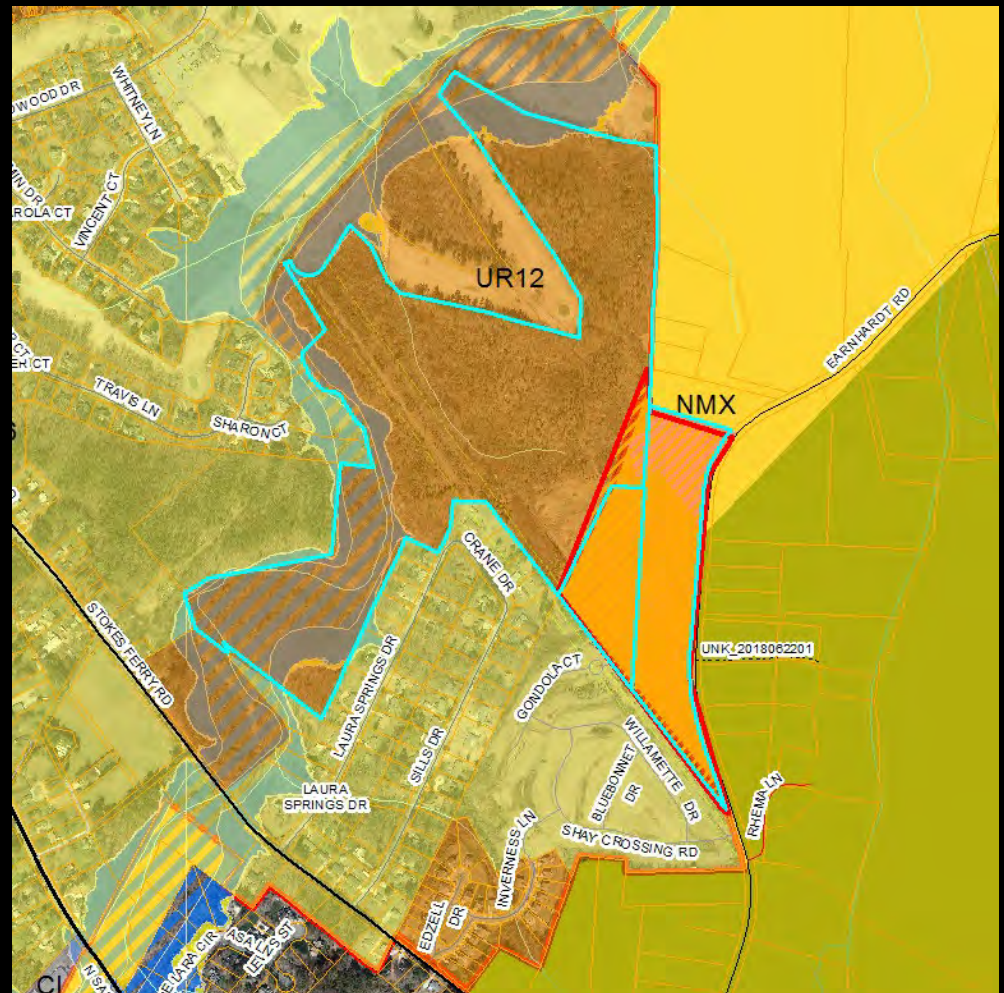
Darrell Lewis

DRUMMOND  
VILLAGE

CD-02-2018 SHAY  
CROSSING PH 1-3 /  
150 LOTS  
APPROVED JUNE 2018

Google

- Petitioner to request voluntary annexation of Parcels 065 008, 067 189, and a portion of 058 088.



# Shay Crossing Phase 4

## Master Plan

### PHASING LOT BREAKDOWN

PHASE 4-A:  
TOTAL LOTS: +/- 55 LOTS

PHASE 4-B:  
TOTAL LOTS: +/- 50 LOTS

PHASE 4-C:  
TOTAL LOTS: +/- 33 LOTS

PHASE 4-D:  
TOTAL LOTS: +/- 51 LOTS

PHASE 4-E:  
TOTAL LOTS: +/- 57 LOTS



# SALISBURY VISION 2020

## COMPREHENSIVE PLAN

# V2020 Policies

*Policy N-18: As new neighborhoods are developed, a mixture of housing types/sizes/prices shall be provided within the bounds of each neighborhood planning area.*

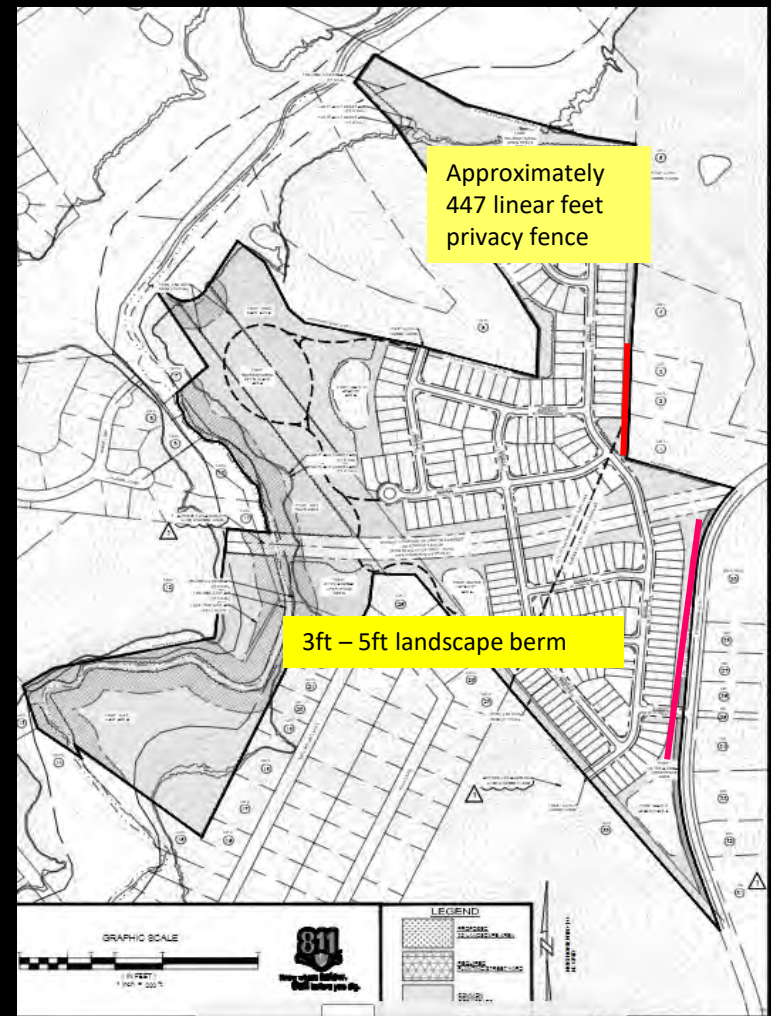
# V2020 Vision



## Housing.

We see a multitude of housing choices, ranging from single-family homes, to townhouses, to garage apartments, to apartments over downtown shops or the neighborhood corner store. We see neighborhoods with several different well-designed housing types for all incomes where the elderly, young families, singles and others share experiences and help one another.

- CONSTRUCTION OF APPROXIMATELY 447 LINEAR FEET OF PRIVACY FENCING ABUTTING THE REAR BOUNDARIES OF PARCELS 067 05101; 058 116; 058 529
- CONSTRUCT 3FT – 5FT LANDSCAPE BERM FROM SOUTHERN BOUNDARY OF JAB ROW TO CLOSEST PROXIMITY OF BMP AT SOUTHERN BOUNDARY OF PARCEL ABUTTING EARNHARDT ROAD





# Planning Board

01.26.2021

Voted unanimously the plan is  
“Consistent w/ V2020 Comp Plan” and recommended  
approval to City Council with stated conditions



# SHAY CROSSING

Located In:  
Salisbury, North Carolina

INDEX OF SHEETS			
SHEET NO.	SHEET NAME	ORIGINAL DATE	REVISED DATE
1 of 11	COVER SHEET (SHEET 1 OF 11)	12/01/2020	02/05/2021
2 of 11	INDEX SHEET (SHEET 2 OF 11)	12/01/2020	02/05/2021
3 of 11	PHASING PLAN (SHEET 3 OF 11)	12/01/2020	02/05/2021
4 of 11	CONDITIONAL DISTRICT MASTER PLAN (SHEET 4 OF 11)	12/01/2020	02/05/2021
5 of 11	CONDITIONAL DISTRICT MASTER PLAN (SHEET 5 OF 11)	12/01/2020	02/05/2021
6 of 11	CONDITIONAL DISTRICT MASTER PLAN (SHEET 6 OF 11)	12/01/2020	02/05/2021
7 of 11	CONDITIONAL DISTRICT MASTER PLAN (SHEET 7 OF 11)	12/01/2020	02/05/2021
8 of 11	CONDITIONAL DISTRICT MASTER PLAN (SHEET 8 OF 11)	12/01/2020	02/05/2021
9 of 11	CONDITIONAL DISTRICT MASTER PLAN (SHEET 9 OF 11)	12/01/2020	02/05/2021
10 of 11	CONDITIONAL DISTRICT MASTER PLAN (SHEET 10 OF 11)	12/01/2020	02/05/2021
11 of 11	ILLUSTRATIVE PLAN (SHEET 11 OF 11)	12/01/2020	02/05/2021

Property Owners		
PID:	Owner:	Zoning:
058 088, 065 088, & 067 189	B & C LAND FARMING LLC	NMX & UR-12

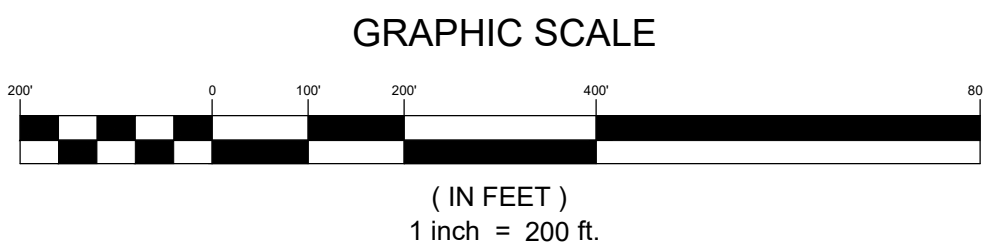
Adjacent Property Owners			
	PID:	Owner:	Zoning:
1	067 05101	MARY LEA ARCEO	GR-6
2	058 116	GREGORY SCOTT & DEBORAH WOOD ALEXANDER	GR-6
3	058 529	GREGORY SCOTT & DEBORAH WOOD ALEXANDER	GR-6
4	058 538	GREGORY SCOTT & DEBORAH WOOD ALEXANDER	GR-6
5	058 089	HELEN EAKINS ALEXANDER	GR-6
6	058 524	CORBIN HILLS GOLF CLUB INC	UR-12
7	058 100	M & M AMUSEMENT CO T/A & CORBIN HILLS GLF CLB	UR-12
8	058 326	KEVIN LYNN AUTEN	GR-6
9	058 327	MELVIN L & DONNA M SMITH	GR-6
10	058 323	SCOTT A & CHERI STOTESBURY GINDER	GR-6
11	058 301	SHERYL JOHNSON	GR-6
12	0658003	BRENDA ANNE WHIRLOW	GR-6
13	0658004	FREDDIE WOODROW WHIRLOW	GR-6
14	0658005	RIGOBERTO LEOS & AMALIA TORRES CASTILLO	UR-12
15	065D179	LACEY R CHILDRESS	GR-6
16	065D206	DANIEL LLOYD & MANDA SHELBY RUBLE	GR-6
17	065D199	NNAMD I & CHIOMA EDITH OSAKWE	GR-6
18	065D200	MICHAEL C KITCHIN	GR-6
19	065D273	DENNIS WILLIAM GORDON	GR-6
20	065D225	TERRIE SHERRILL VAIL TRUSTEE	GR-6
21	065D261	DANYELL CAMPBELL	GR-6
22	065D302	MICHAEL K & ERIN T PLOPLIS	GR-6
23	065D192	PILOT DEVELOPERS LLC	GR-6
24	065D224	MATTHEW KELLEY	GR-6
25	065D279	ROBERT E & JENNIFER COLLINS	GR-6
26	065D204	SUSAN MICHELLE & MICHAEL P DOYLE	GR-6
27	065D257	DUANE T HARTSELL	GR-6
28	065D186	JAMES L MCDANIEL CONSTRUCTION LLC	GR-6
29	065D254	MATTHEW W & JENNIFER L SMITH	GR-6
30	065 431	DEPENDABLE DEVELOPMENT INC	GR-6
31	067 048	QUIKSILVER PROPERTIES LLC	RR
32	067 049	DIANE MARIE BRUENDL	RR
33	067 194	DIANE MARIE BRUENDL	RR
34	067 112	FREDDIE MONROE & LINDA C GARRETT	RR
35	067 133	RICHARD H LAMPE	RR
36	067 066	EMANUEL PARKER	RR
37	067 065	DONALD E WAGONER	RR
38	067 067	CALVIN L & NANCY SPRY JACOBS	RR
39	067 050	AREY ROBERT S JR	RR & GR-6

**ENGINEERING FIRM:**  
**ADDRESS:**  
**PHONE:**  
**FAX:**  
**CONTACT:**

ESP ASSOCIATES, INC.  
3475 LAKEMONT BLVD.  
FORT MILL, SC 29708  
(803) 802-2440  
(802) 802-2515  
MR. MATT MANDLE, PLA

**DEVELOPER:**  
**ADDRESS:**  
**PHONE:**  
**CONTACT:**

TRUE HOMES  
2649 BREKONRIDGE CENTRE DRIVE  
MONROE, NC 28110  
(704) 288-7256  
MR. ANDREW McDONALD, PE

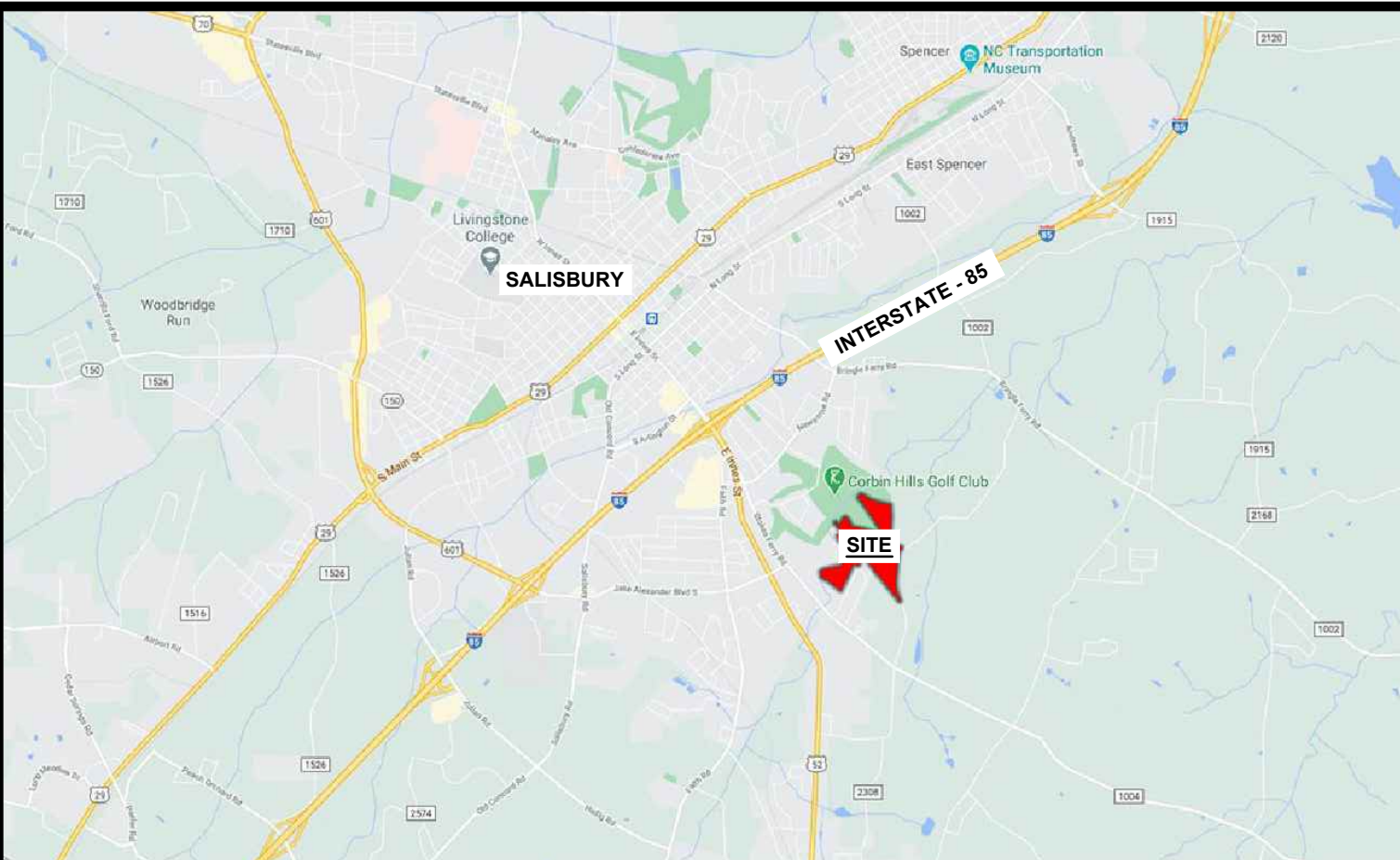


## LEGEND

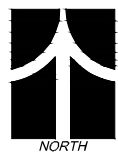
	PROPOSED 25' LANDSCAPE AREA WITH 3'-5' BERM
	PROPOSED 25' LANDSCAPE AREA
	REQUIRED PLANTING/STREET YARD
	COMMON OPEN SPACE

NORTH ORIENTED TO  
NCGMID

RECEIVED  
By Teresa Barringer at 8:27 am, Feb 05, 2021



VICINITY MAP  
NTS



## SITE DATA:

<b>TAX PARCELS:</b>	058-088, 065-008, & 067-189
<b>TOTAL ACREAGE:</b>	+/- 101.36 ACRES (PER GIS)
<b>LOCATION:</b> EXISTING: PROPOSED:	SALISBURY & ROWAN COUNTY, NORTH CAROLINA SALISBURY, NORTH CAROLINA
<b>ZONING:</b> EXISTING: PROPOSED:	NMX & UR-12 GR-6
<b>PROPOSED TOTAL LOTS:</b> 36' x 120' 50' x 120' 60' x 120'	+/- 246 LOTS (MIN. 36' X 120') +/- 156 LOTS (63%) +/- 75 LOTS (31%) +/- 15 LOTS (6%)
<b>PROPOSED USE:</b>	SINGLE FAMILY DETACHED RESIDENTIAL
<b>PROPOSED GR-6 ZONING STANDARDS:</b>	
AVERAGE LOT SIZE:	5,609 SQUARE FEET
FRONT SETBACK:	10'
SIDE SETBACK:	20% OF THE LOT WIDTH'
STREET SIDE SETBACK:	10'
REAR SETBACK:	25'
MAXIMUM BUILDING HEIGHT:	35'
<b>RECREATIONAL OPEN SPACE:</b> REQUIRED: PROPOSED:	+/- 6.08 ACRES (6%) +/- 6.08 ACRES (6%)
<b>TREE PRESERVATION:</b> REQUIRED: PROPOSED:	+/- 30.41 ACRES (30%) +/- 30.41 ACRES (30%)
<b>DENSITY:</b> MAXIMUM DENSITY ALLOWED: PROPOSED DENSITY:	UP TO +/- 6 DU/AC +/- 2.43 DU/AC
<b>PERMITTED USES:</b> <ul style="list-style-type: none"><li>SINGLE FAMILY HOMES AND ACCESSORY STRUCTURES</li><li>COMMUNITY RECREATION AREAS.</li><li>AMENITY AREAS.</li><li>ACTIVE AND PASSIVE OPEN SPACES</li></ul> OTHER USES COMMONLY ASSOCIATED WITH RESIDENTIAL UNITS AND AS ALLOWED BY THE CITY OF SALISBURY LAND DEVELOPMENT ORDINANCE.	
<b>CONNECTIVITY RATIO:</b> REQUIRED: PROPOSED:	1.50 (Links/Nodes) 1.68 (32 Links/19 Nodes)

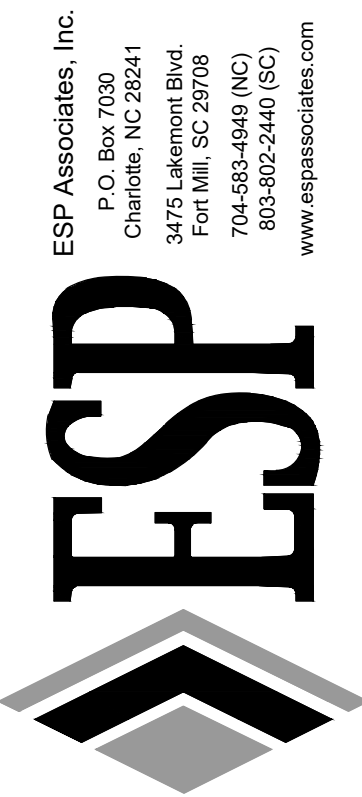
<b>GENERAL NOTES</b> 1. BASE INFORMATION PROVIDED BY ROWAN COUNTY GIS DATA 2. ALL SITE PLAN, ZONING, AND WETLAND INFORMATION UTILIZED IN THE PREPARATION OF THIS PLAN IS CONSIDERED TO BE PRELIMINARY IN NATURE AND SUBJECT TO CHANGE AND FINAL VERIFICATION.	
<b>FLOODPLAIN INFORMATION</b> FLOODPLAIN IS LOCATED ON SITE- INFORMATION OBTAINED FROM FEMA FIRM PANEL 3710567900J & 3710567800J EFFECTIVE DATE OF STUDY 06/16/2009.	
<b>STREAM/WETLAND INFORMATION</b> STREAM/WETLAND INFORMATION IS BASED ON PRELIMINARY INFORMATION PROVIDED TO ESP BY ROWAN COUNTY GIS DATA, ANY POTENTIAL WETLAND AREAS AND STREAM FEATURES DEPICTED ON THE PLAN ARE CONSIDERED TO BE PRELIMINARY IN NATURE AND APPROXIMATE IN LOCATION. THE CONDITIONAL REZONING PLAN WILL NEED TO BE REVISED ONCE ALL AGENCIES APPROVED ON-SITE WETLAND/STREAM AND APPROPRIATE JURISDICTIONAL BOUNDARIES ARE SURVEYED AND VERIFIED WITH ACCEPTABLE LEVELS OF ACCURACY - UNIT LOSS MAY OCCUR.	
<b>ACCESS POINTS/DRIVEWAYS/STREETS</b> 1. PROPOSED PROJECT SITE ENTRANCE LOCATIONS ARE CONSIDERED PRELIMINARY IN NATURE AND NEED TO BE VERIFIED FOR ADEQUATE SIGHT DISTANCE 2. ALL ROADWAY AND STREET SYSTEMS ARE CONSIDERED TO BE PRELIMINARY AND WILL NEED TO BE VERIFIED FOR SUFFICIENCY TO SATISFY OR EXCEED MINIMUM REQUIREMENTS ESTABLISHED IN THE CITY OF SALISBURY LAND DEVELOPMENT ORDINANCE STANDARDS IDENTIFIED BY NCDOT. STREET CONNECTIONS ARE CONCEPTUAL AND MAY BE SUBJECT TO CHANGE BASED ON AGENCY INPUT AND REVIEW 3. SUBJECT TO TIA AND POSSIBLE NCDOT REQUIREMENTS FOR IMPROVEMENTS OF EARNHARDT ROAD AND/OR OTHER PUBLIC RIGHT-OF-WAYS AS IDENTIFIED IN THE TIA 4. STREET ACCESS HOUSE - FRONT LOADING GARAGES SHALL BE PERMITTED ON ALL LOTS. A FRONT LOADING GARAGE IS NOT REQUIRED TO BE RECESSED FROM THE FRONT FACADE OF THE HOUSE AND MAY EXTEND IN FRONT OF THE FRONT FACADE. ALL GARAGES SHALL BE SETBACK 25' FROM THE STREET SIDEWALK.	
<b>OPEN SPACE</b> OPEN SPACE AREAS ARE CONCEPTUAL AND PRELIMINARY. THE EXACT LOCATION OF THESE AREAS MAY CHANGE AS THE CLIENT FINALIZES DECISIONS REGARDING FINAL YIELD, PRODUCT ALLOCATION, AND AS OTHER SPATIALLY DEPENDENT PROJECT COMPONENTS SUCH AS DETENTION, WETLAND AREAS, UTILITY FEATURES, AND BUFFERS, (AS APPLICABLE) FOR THIS PROJECT ARE BETTER DEFINED.	
<b>POTENTIAL STORMWATER QUALITY AREAS</b> LOCATION OF PROPOSED STORMWATER AREAS ARE CONCEPTUAL AND PRELIMINARY AND STILL NEED TO BE DETERMINED. THE EXACT SIZE AND LOCATION OF THESE AREAS WILL CHANGE AS THE CLIENT FINALIZES DECISIONS REGARDING FINAL LAYOUT, PRODUCT ALLOCATION, AND AS OTHER PROPOSED CHANGES TO THE PROJECT ARE BETTER DEFINED. LAYOUT AND UNIT COUNT SUBJECT TO CHANGE BASED ON FINAL DESIGN OF STORMWATER AREAS.	
<b>PUBLIC INFORMATION</b> ESP ASSOCIATES IS NOT RESPONSIBLE FOR PLAN DEFICIENCIES CREATED BY INCORRECT, INCOMPLETE, MISSING OR OUTDATED INFORMATION DERIVED FROM PUBLIC SOURCES SUCH AS GIS, PLANNING AND ZONING DEPARTMENTS.	

CONDITIONAL DISTRICT MASTER PLAN - COVER SHEET  
SHEET 1 OF 11

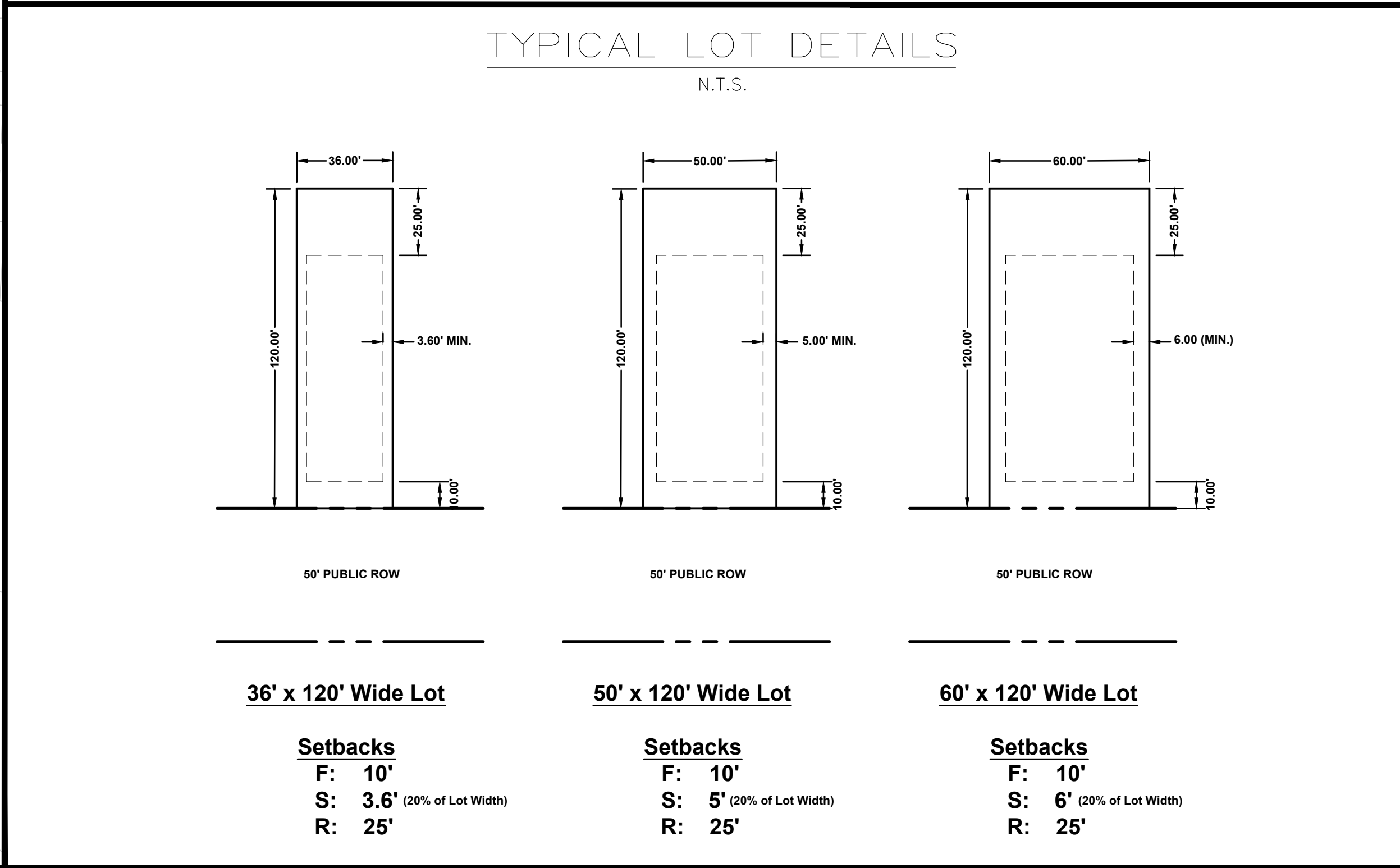
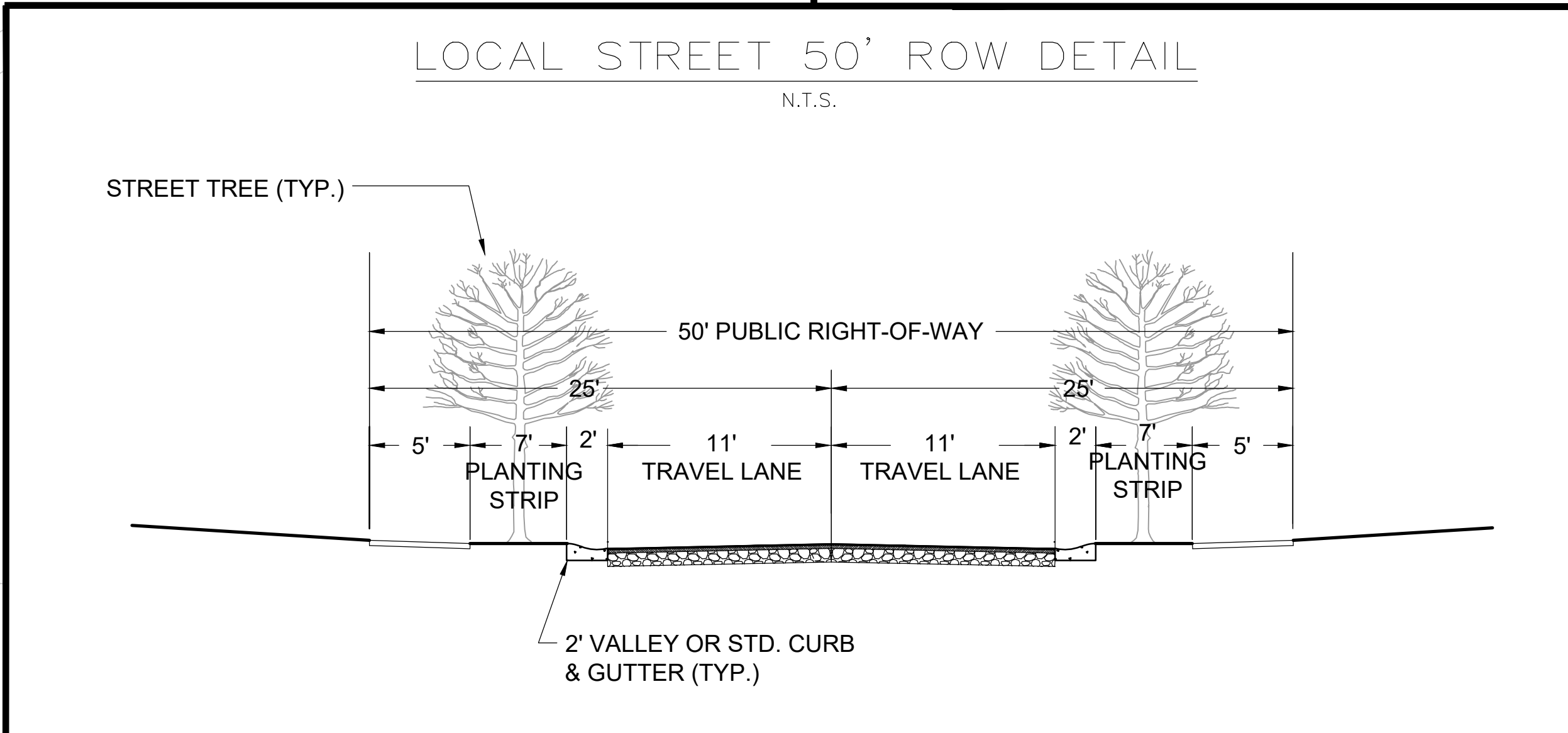
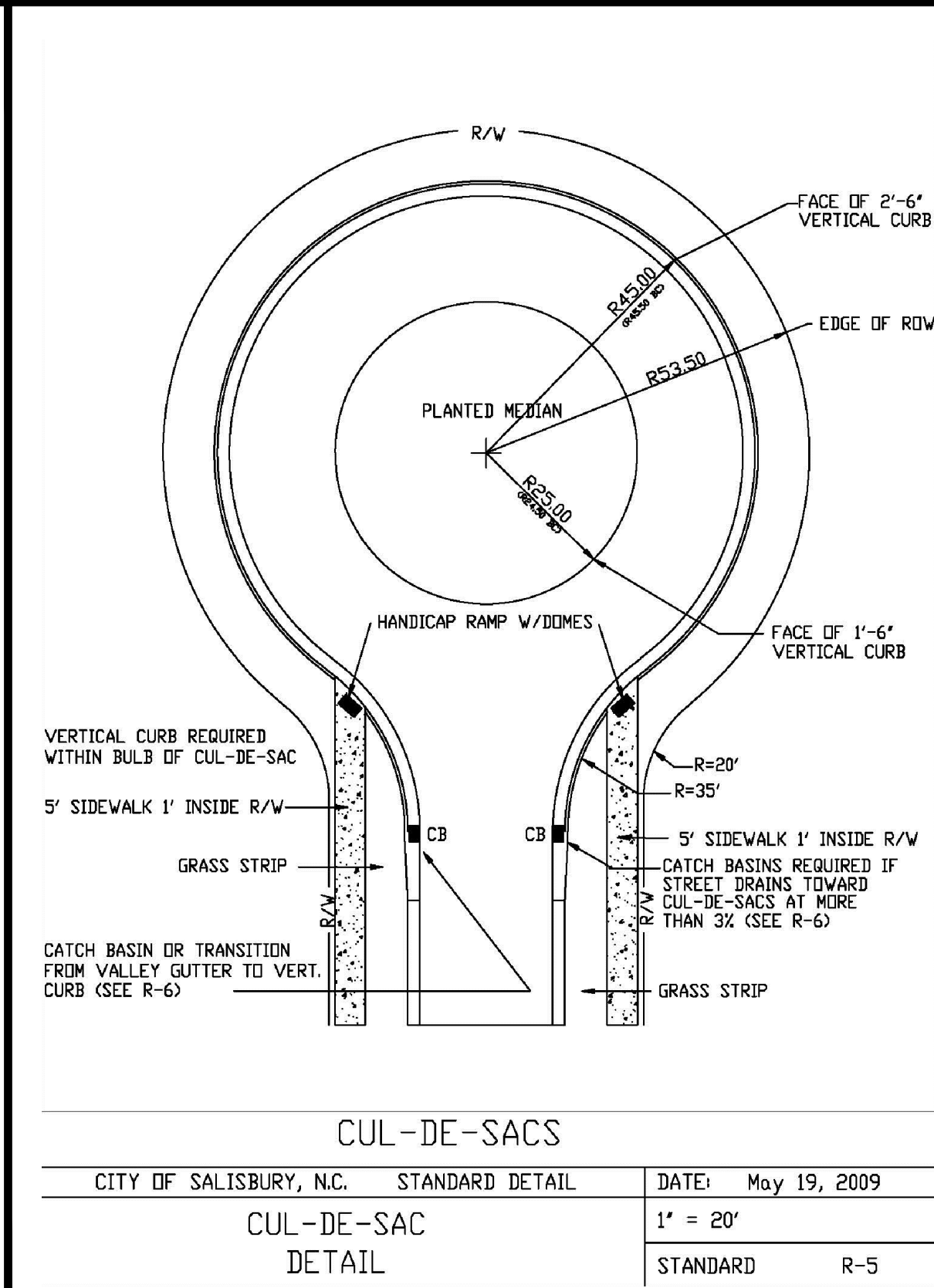
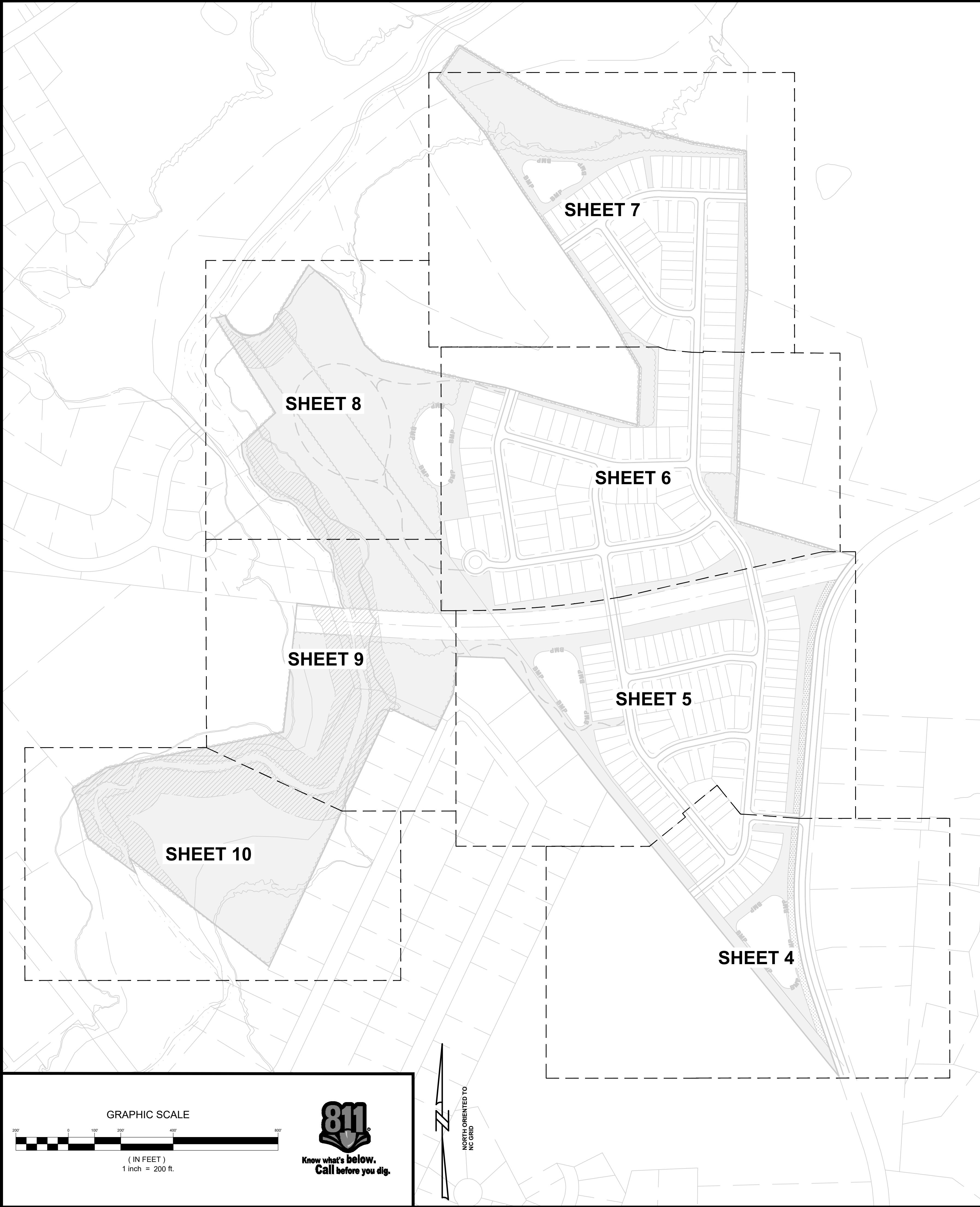
SHAY CROSSING

TRUE HOMES  
SALISBURY, NORTH CAROLINA

PROJECT INFORMATION	
PROJECT MANAGER:	MM
DESIGNED BY:	AB
DRAWN BY:	SW
PROJECT NUMBER:	IQ23.100
ORIGINAL DATE:	12/01/2020
SHEET:	1 OF 11



U:\2020 Projects (I)\Q23 - Shay Crossing (True Homes)\Submittal Working Drawings\Q23-Q2-05\_Shay Crossing (True Homes) - 3rd Receiving Submittal\Sheet\Q23 - COVER & INDEX.dwg, INDEX, mazzella



ESP

ESP Associates, Inc.  
P.O. Box 7030  
Charlotte, NC 28241  
3475 Lakemont Blvd  
Fort Mill, SC 29708  
704-583-4949 (NC)  
803-582-2440 (SC)  
www.espassociates.com

BY

SW

LM

DATE

REVISION

NO.

1

01.18.2021

1

2

02.05.2021

2

REVISION PER STAFF COMMENTS

REVISION PER STAFF COMMENTS

CONDITIONAL DISTRICT MASTER PLAN - INDEX SHEET

SHEET 2 OF 11

SHAY CROSSING

TRUE HOMES

SALISBURY, NORTH CAROLINA

PROJECT INFORMATION

PROJECT MANAGER: MM

DESIGNED BY: AB

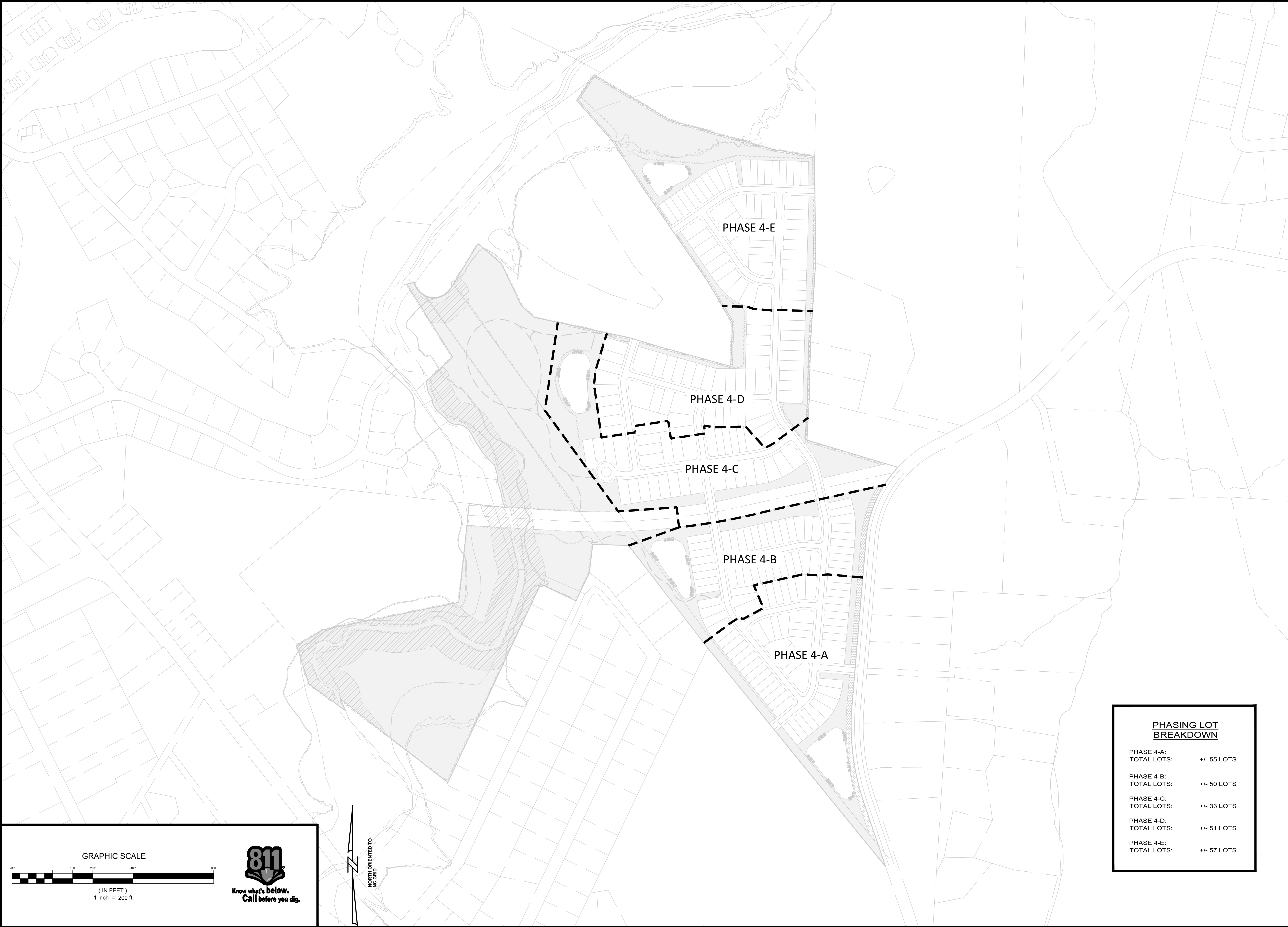
DRAWN BY: SW

PROJECT NUMBER: IQ23.100

ORIGINAL DATE: 12/01/2020

SHEET: 2 OF 11

U:\2020 Projects (I)\Q23 - Shay Crossing (True Homes)\Submittal Working Drawings\Q23-Q2-05\_Shay Crossing (True Homes) - 3rd Reasoning Submittal\Sheet\Q23 - Sheets 3 - 11 (2) Map Phasing Plan, Imazella



200'

0

100'

200'

400'

600'

( IN FEET )

1 inch = 200 ft.

811

Know what's below.  
Call before you dig.

PHASING LOT BREAKDOWN	
PHASE 4-A: TOTAL LOTS:	+/- 55 LOTS
PHASE 4-B: TOTAL LOTS:	+/- 50 LOTS
PHASE 4-C: TOTAL LOTS:	+/- 33 LOTS
PHASE 4-D: TOTAL LOTS:	+/- 51 LOTS
PHASE 4-E: TOTAL LOTS:	+/- 57 LOTS

CONDITIONAL DISTRICT MASTER PLAN - PHASING PLAN  
SHEET 3 OF 11

SHAY CROSSING

TRUE HOMES

SALISBURY, NORTH CAROLINA

NO.	DATE	REVISION	BY
1	01.18.2021	REVISED PER STAFF COMMENTS	SW
2	02.05.2021	REVISED PER STAFF COMMENTS	LM

ESP

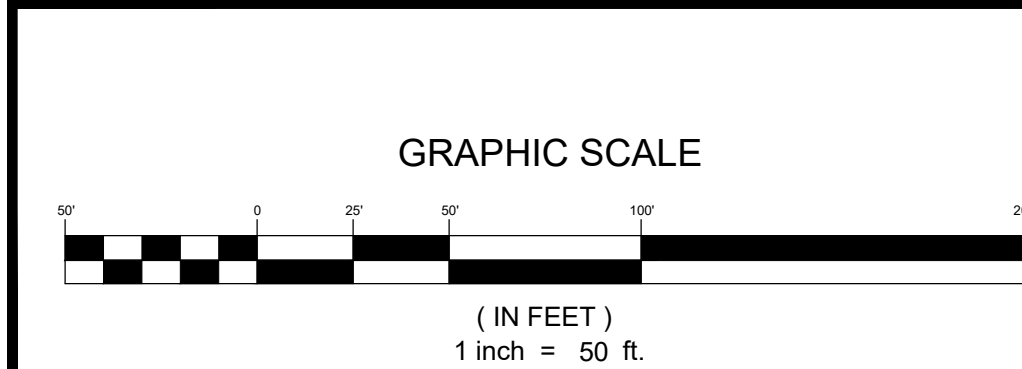
ESP Associates, Inc.  
P.O. Box 7030  
Charlotte, NC 28241  
3475 Lakemont Blvd  
Fort Mill, SC 29708  
704-583-1946 (NC)  
803-502-2440 (SC)  
www.espassociates.com

PROJECT INFORMATION

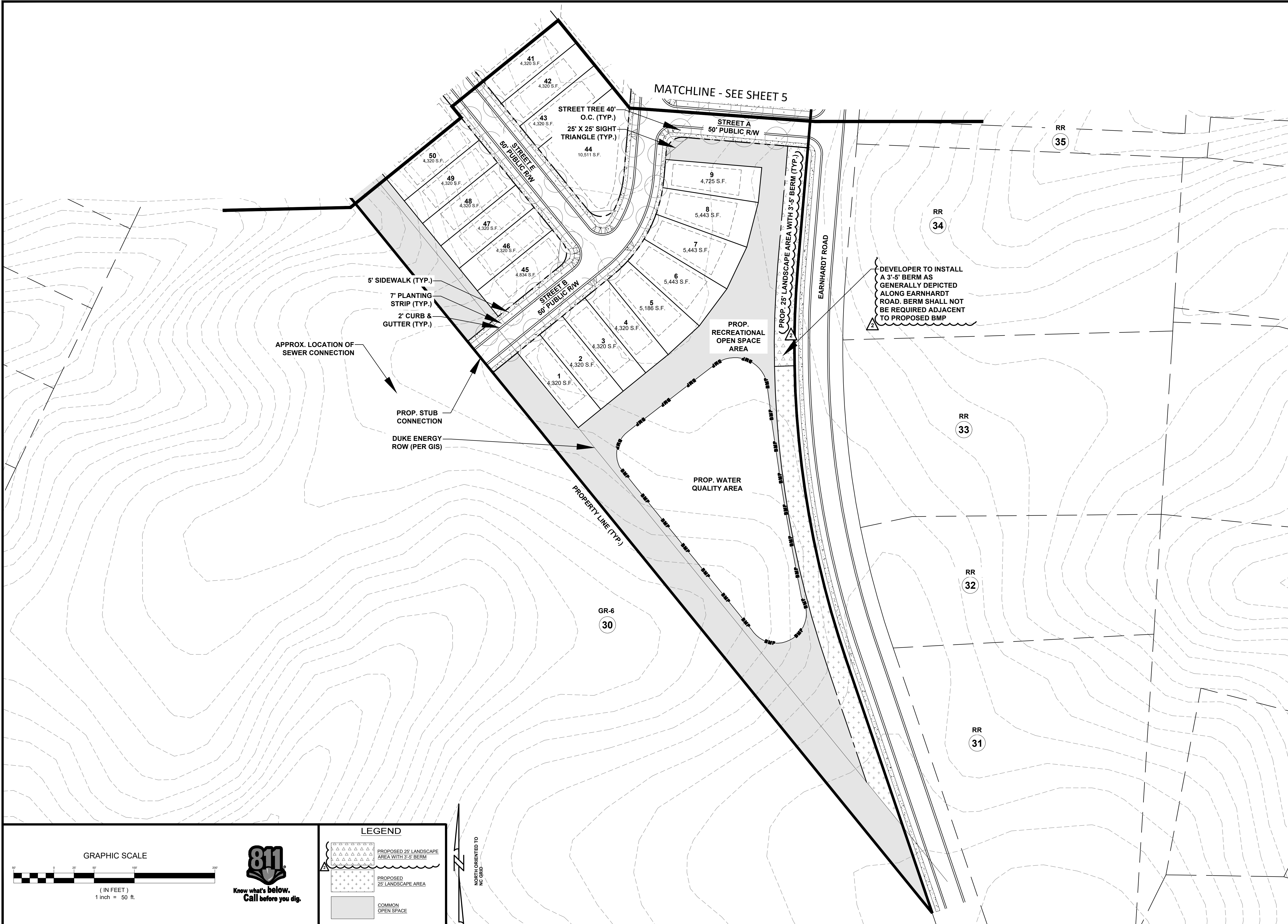
PROJECT MANAGER:	MM
DESIGNED BY:	AB
DRAWN BY:	SW
PROJECT NUMBER:	IQ23.100
ORIGINAL DATE:	12/01/2020

SHEET:  
3 OF 11

U:\2020 Projects (I)\023 - Shay Crossing (True Homes)\Submittal Working Drawings\02-02-05 - Shay Crossing (True Homes) - 3rd Resizing Summit\Sheet\023 - Sheets 3 - 11 (2) Jmg - Sheet 4 - Inuzella



LEGEND	
	PROPOSED 25' LANDSCAPE AREA WITH 3'-5' BERM
	PROPOSED 25' LANDSCAPE AREA
	COMMON OPEN SPACE



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CONDITIONAL DISTRICT MASTER PLAN  
SHEET 4 OF 11

**SHAY CROSSING**

TRUE HOMES  
SALISBURY, NORTH CAROLINA

NO.	DATE	REVISION	BY
1	01.18.2021	REVISED PER STAFF COMMENTS	SW
2	02.05.2021	REVISED PER STAFF COMMENTS	LM

PROJECT INFORMATION

PROJECT MANAGER: AB

DESIGNED BY: AB

DRAWN BY: SW

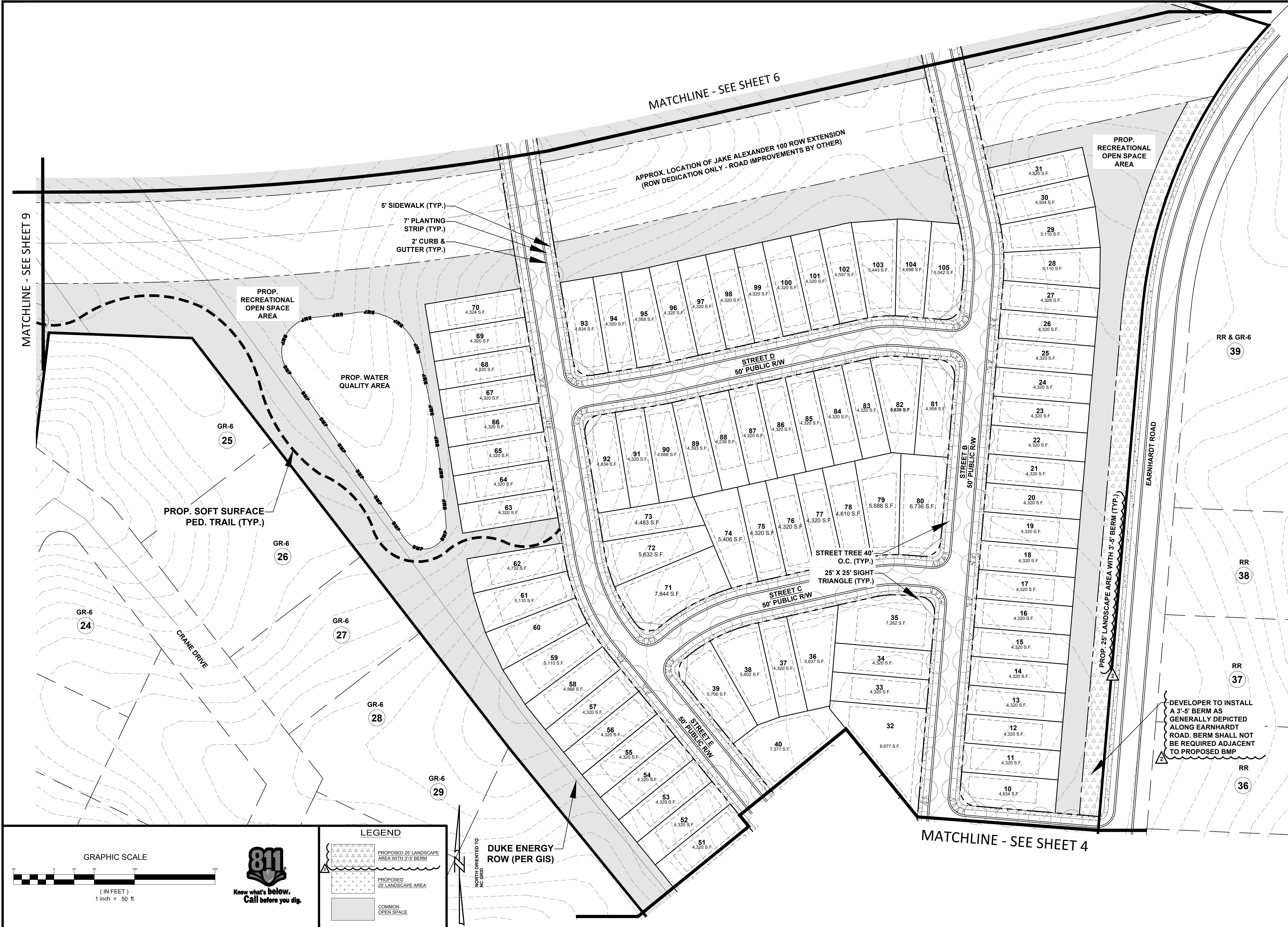
PROJECT NUMBER: IQ23.100

ORIGINAL DATE: 12/01/2020

SHEET:

**4 OF 11**

U:\2020 Projects (110223 - Shay Crossing (True Homes))\Submittal Working Drawings\02-02-05, Shay Crossing (True Homes) - 3rd Revising Submittal\Sheet\023 - Sheets 3 - 11 (2) Map, Sheet 5, Inrazella



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CONDITIONAL DISTRICT MASTER PLAN  
SHEET 5 OF 11  
SHAY CROSSING  
TRUE HOMES  
SALISBURY, NORTH CAROLINA

NO.	DATE	REVISION	BY
1	01.18.2021	REVISED PER STAFF COMMENTS	SW
2	02.05.2021	REVISED PER STAFF COMMENTS	LM

PROJECT INFORMATION

PROJECT MANAGER:	MM
DESIGNED BY:	AB
DRAWN BY:	SW
PROJECT NUMBER:	1023.100
ORIGINAL DATE:	12/01/2020

SHEET:  
5 OF 11

U:\2020 Projects (110223 - Shay Crossing (True Homes))\Summit Working Drawings\2021-02-05, Shay Crossing (True Homes) - 3rd Reasoning Summit\Sheet\023 - Sheets 3 - 11 (2) Map, Sheet 6, Inuzella

MATCHLINE - SEE SHEET 8

MATCHLINE - SEE SHEET 9

GRAPHIC SCALE

(IN FEET)

1 inch = 50 ft.

811

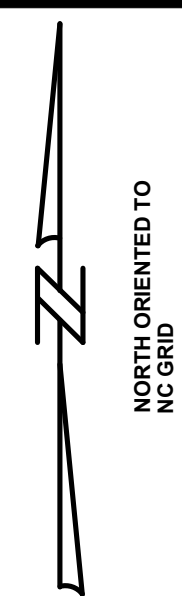
Know what's below.  
Call before you dig.

LEGEND

PROPOSED PRIVACY FENCE

REQUIRED PLANTING/STREET YARD

COMMON OPEN SPACE



UR-12  
6

MATCHLINE - SEE SHEET 7



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NO.	DATE	REVISION	BY	
			SW	LM
1	01.18.2021	REVISED PER STAFF COMMENTS		
2	02.05.2021	REVISED PER STAFF COMMENTS		

CONDITIONAL DISTRICT MASTER PLAN  
SHEET 6 OF 11

SHAY CROSSING

TRUE HOMES

SALISBURY, NORTH CAROLINA

PROJECT INFORMATION	
PROJECT MANAGER:	MM
DESIGNED BY:	AB
DRAWN BY:	SW
PROJECT NUMBER:	1023.100
ORIGINAL DATE:	12/01/2020

SHEET:  
**6 OF 11**

U:\2020 Projects (110223 - Shay Crossing (True Homes))\Submittal Working Drawings\2021-02-05 - Shay Crossing (True Homes) - 3rd Revising Submittal\Sheet\023 - Sheets 3 - 11 (2) Jmg, Sheet 7, Innozeila

GRAPHIC SCALE

( IN FEET )

1 inch = 50 ft.

**811**

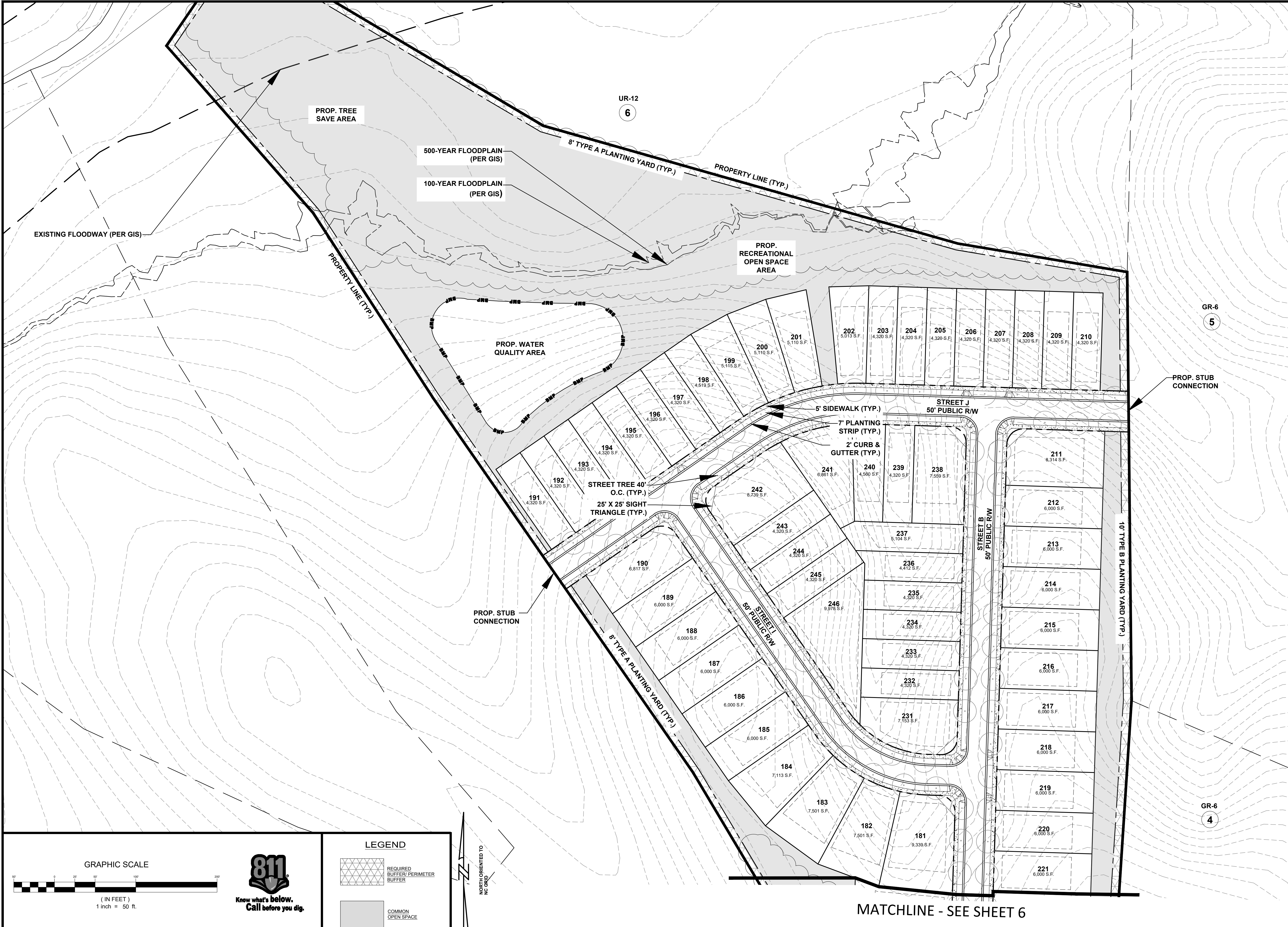
Know what's below.  
Call before you dig.

LEGEND

REQUIRED BUFFER/ PERIMETER BUFFER

COMMON OPEN SPACE

NORTH ORIENTED TO NC GRID



**ESP**

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NO.	DATE	REVISION	BY	SW	LM
1	01.18.2021	REVISED PER STAFF COMMENTS			
2	02.04.2021	REVISED PER STAFF COMMENTS			

CONDITIONAL DISTRICT MASTER PLAN  
SHEET 7 OF 11

**SHAY CROSSING**

TRUE HOMES

SALISBURY, NORTH CAROLINA

PROJECT INFORMATION

PROJECT MANAGER: MM

DESIGNED BY: AB

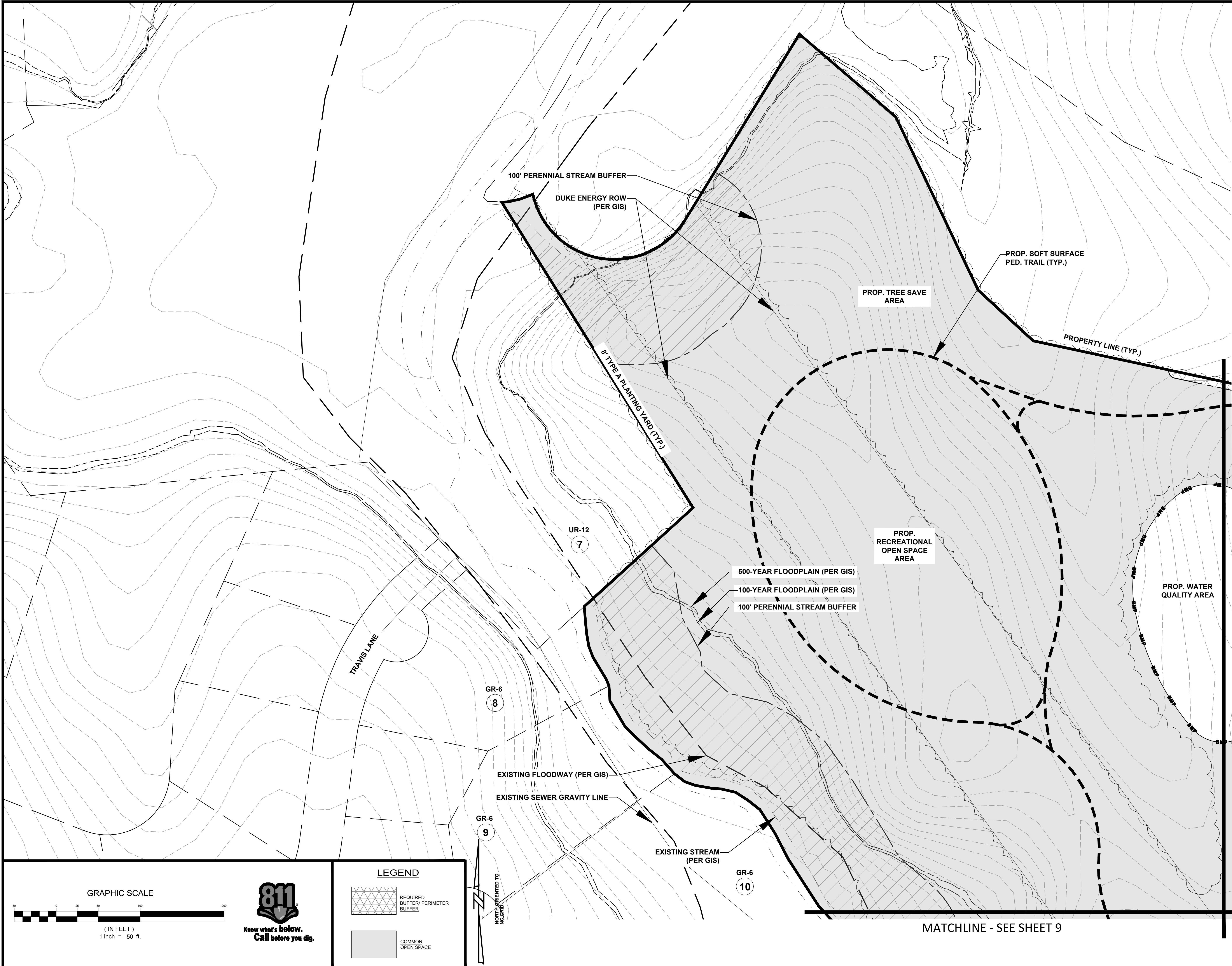
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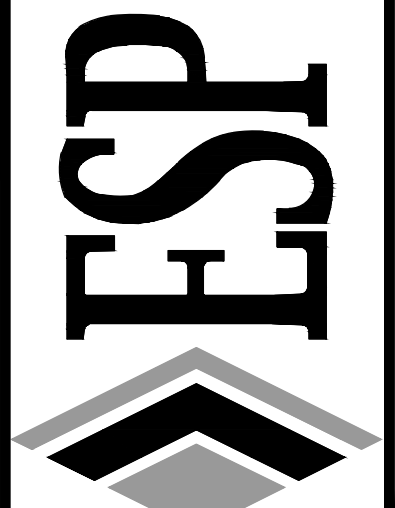
PROJECT NUMBER: IQ23.100

ORIGINAL DATE: 12/01/2020

SHEET:  
**7 OF 11**

U:\2020 Projects (I)\0223 - Shay Crossing (True Homes)\Submittal Working Drawings\02-02-05 - Shay Crossing (True Homes) - 3rd Reasoning Submittal\Sheet\023 - Sheets 3 - 11 (2) Jmg - Sheet 8 - Inuzella





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NO.	DATE	REVISION	BY
1	01.02.2021	REVISED PER STAFF COMMENTS	SW
2	02.05.2021	REVISED PER STAFF COMMENTS	LM

CONDITIONAL DISTRICT MASTER PLAN  
SHEET 8 OF 11

**SHAY CROSSING**

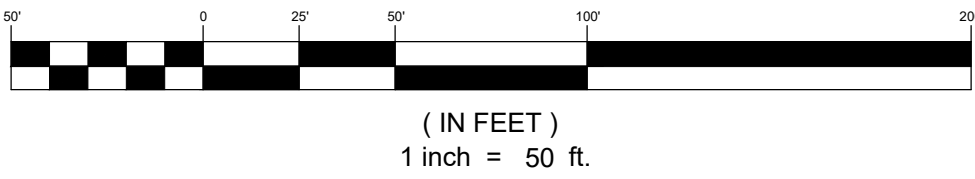
TRUE HOMES

SALISBURY, NORTH CAROLINA

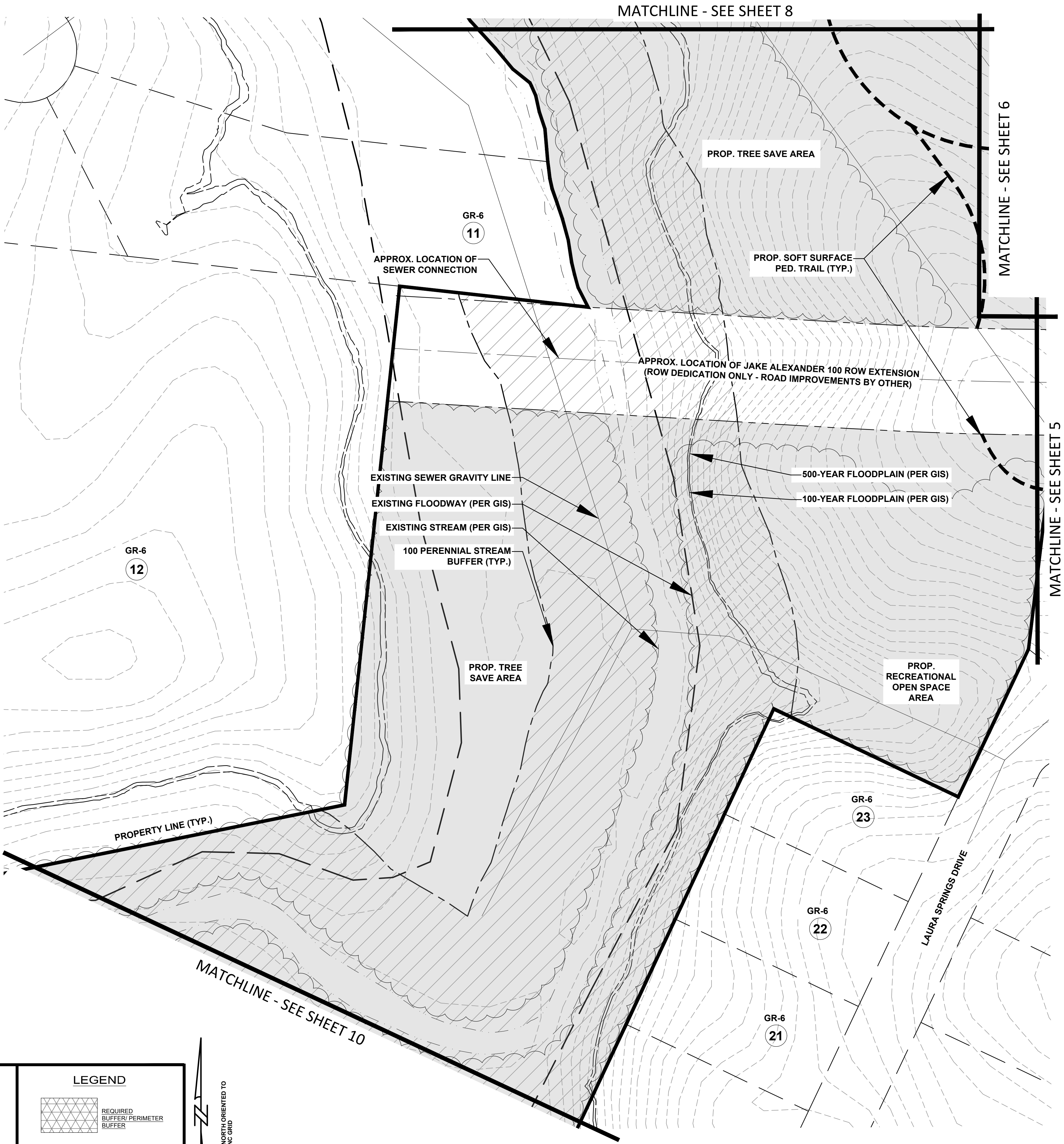
PROJECT INFORMATION	
PROJECT MANAGER:	MM
DESIGNED BY:	AB
DRAWN BY:	SW
PROJECT NUMBER:	IQ23.100
ORIGINAL DATE:	12/01/2020

SHEET:  
**8 OF 11**

U:\2020 Projects (I)\023 - Shay Crossing (True Homes)\Summitt Working Drawings\023-02-05 - Shay Crossing (True Homes) - 3rd Reasoning Summitt\Sheet\023 - Sheets 3 - 11 (2) Jdg. Sheet 9 - Inuzella



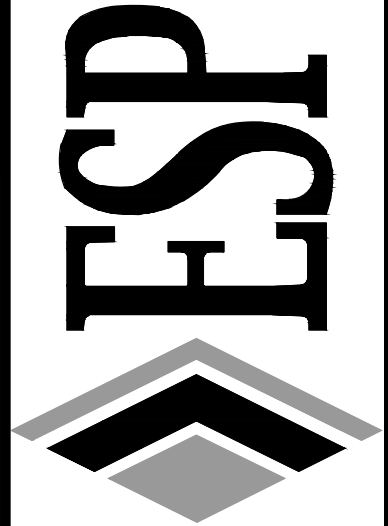
LEGEND	
	REQUIRED BUFFER/ PERIMETER BUFFER
	COMMON OPEN SPACE



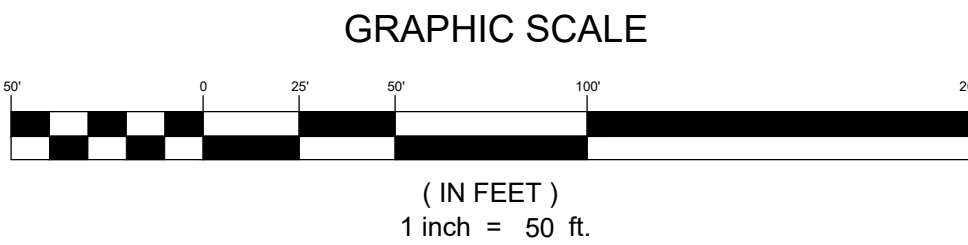
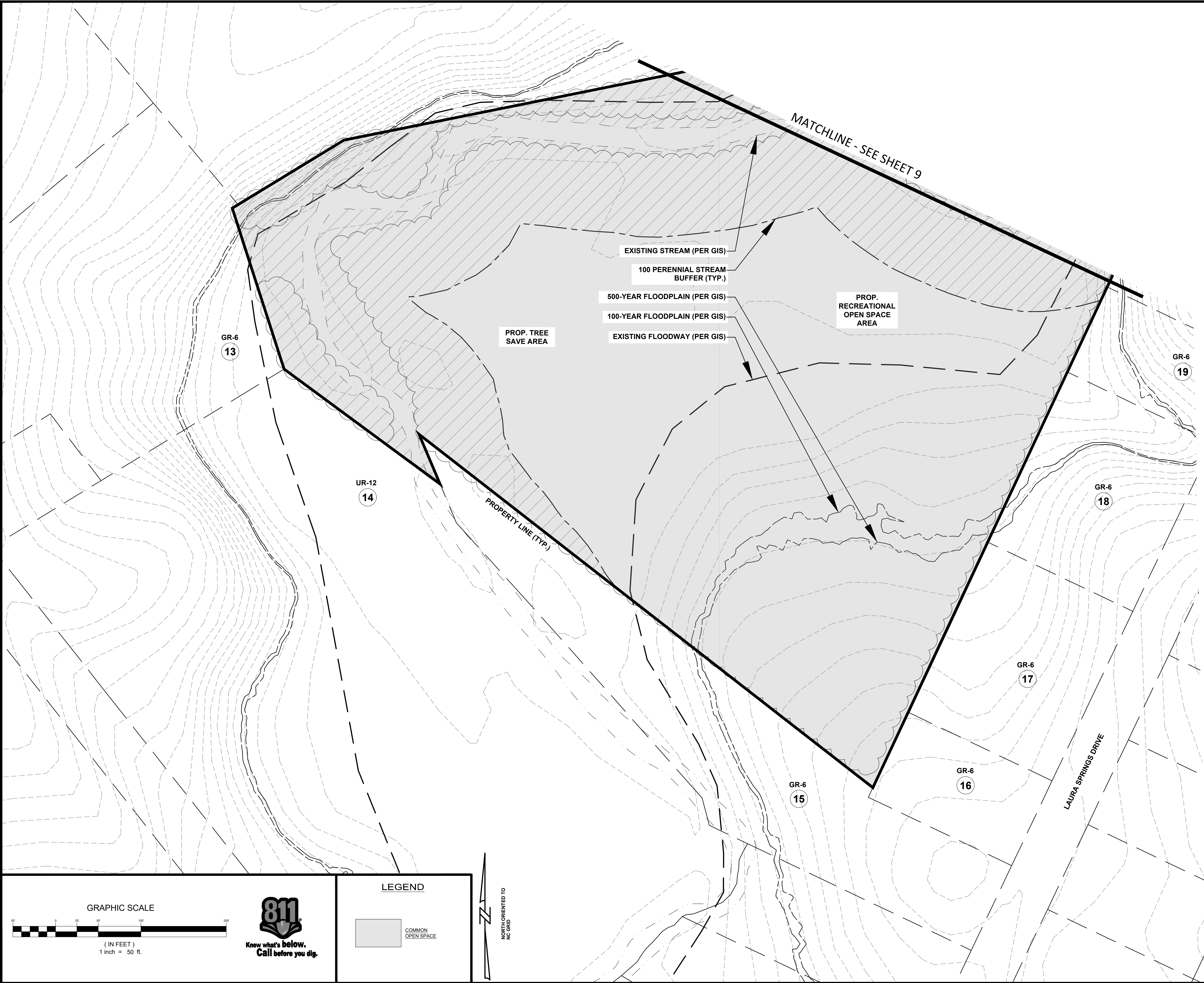
CONDITIONAL DISTRICT MASTER PLAN	
SHEET 9 OF 11	
SHAY CROSSING	
TRUE HOMES	
SALISBURY, NORTH CAROLINA	

PROJECT INFORMATION	
PROJECT MANAGER:	MM
DESIGNED BY:	AB
DRAWN BY:	SW
PROJECT NUMBER:	IQ23.100
ORIGINAL DATE:	12/01/2020
SHEET:	9 OF 11

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Fort Mill, SC 29708  
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803-502-2440 (SC)  
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LEGEND



NORTH ORIENTED TO  
NC GRID

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3475 Lakemont Blvd.  
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803-502-2440 (SC)  
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NO.	DATE	REVISION	BY
1	01.18.2021	REVISED PER STAFF COMMENTS	SW
2	02.05.2021	REVISED PER STAFF COMMENTS	LM

CONDITIONAL DISTRICT MASTER PLAN  
SHEET 10 OF 11

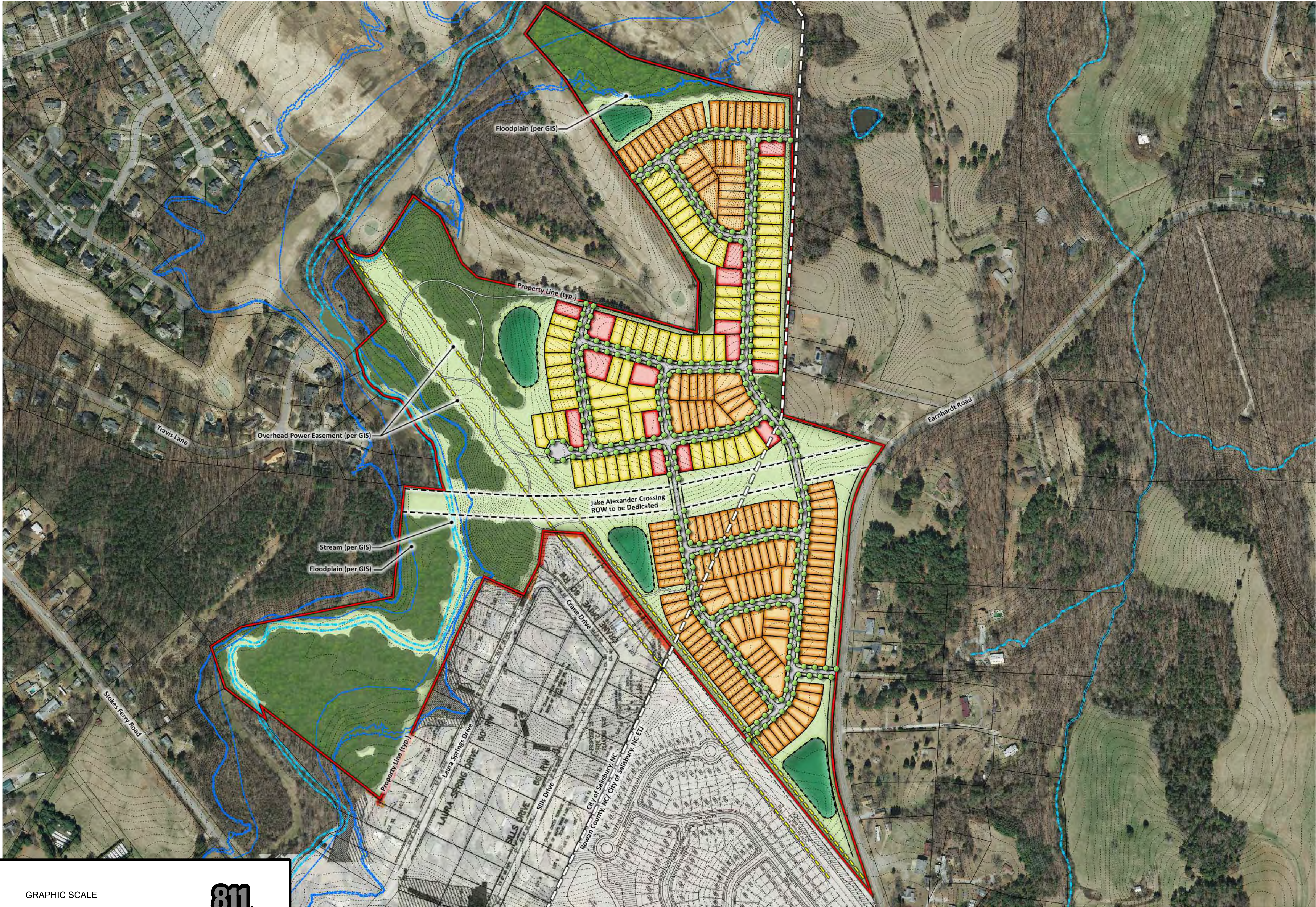
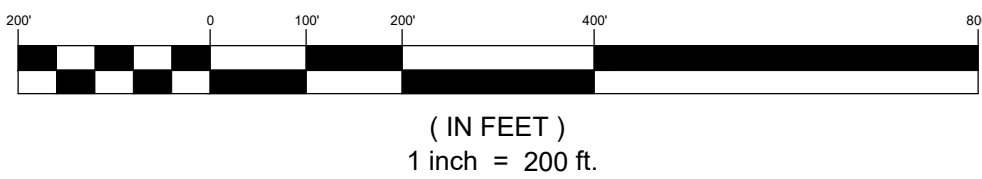
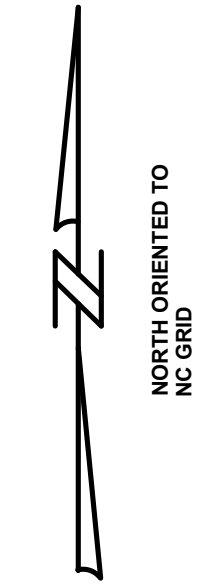
**SHAY CROSSING**

TRUE HOMES  
SALISBURY, NORTH CAROLINA

PROJECT INFORMATION	
PROJECT MANAGER:	MM
DESIGNED BY:	AB
DRAWN BY:	SW
PROJECT NUMBER:	IQ23.100
ORIGINAL DATE:	12/01/2020

SHEET:  
**10 OF 11**

U:\2020 Projects (I)\Q23 - Shay Crossing (True Homes)\Submittal Working Drawings\Q23-Q2-05 - Shay Crossing (True Homes) - 3rd Reasoning Submittal\Sheets\Q23 - Sheets 3 - 11 (2) Jmg Illustrative Plan, Inrazella



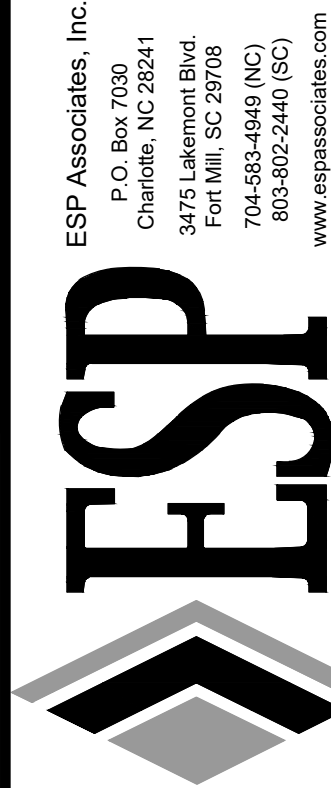
CONDITIONAL DISTRICT MASTER PLAN - ILLUSTRATIVE PLAN  
SHEET 11 OF 11

SHAY CROSSING

TRUE HOMES  
SALISBURY, NORTH CAROLINA

PROJECT INFORMATION	
PROJECT MANAGER:	MM
DESIGNED BY:	AB
DRAWN BY:	SW
PROJECT NUMBER:	IQ23.100
ORIGINAL DATE:	12/01/2020
SHEET:	11 OF 11

NO.	DATE	REVISION	BY
1	01.02.2021	REVISED PER STAFF COMMENTS	SW
2	02.05.2021	REVISED PER STAFF COMMENTS	LM



AN ORDINANCE AMENDING THE LAND DEVELOPMENT ORDINANCE AND THE LAND DEVELOPMENT DISTRICT MAP OF THE CITY OF SALISBURY, NORTH CAROLINA, REZONING THREE PARCELS WITH A COMBINED TOTAL OF APPROXIMATELY 101.36 ACRES, LOCATED IN THE 600 BLOCK OF EARNHARDT ROAD FROM URBAN RESIDENTIAL (UR-12) AND NEIGHBORHOOD MIXED USE (NMX) TO GENERAL RESIDENTIAL (GR-6) DISTRICT AND ESTABLISHING A CONDITIONAL DISTRICT OVERLAY TO PERMIT THE DEVELOPMENT OF A 246-LOT SUBDIVISION. (PETITION NO. CD-02-2018)

WHEREAS, a petition and associated development documents to rezone land and establish a Conditional District Overlay on the property described herein were properly filed by the petitioner and authorized by the property owner(s); and

WHEREAS, the Salisbury Planning Board, an advisory board to the Salisbury City Council, reviewed the rezoning petition and associated development documents on January 26, 2021, voting unanimously to recommend approval of the subdivision development plan subject to conditions agreed upon by the developer, and stated that the proposal is consistent with the Vision 2020 Comprehensive Plan; and

WHEREAS, the City Council held a properly-noticed public hearing at the regularly-scheduled City Council meeting on February 16, 2021. The City Council meeting was held remotely in accordance with GS 166A-19.24, and, prior to taking action, the City Council allowed for written comments on the subject of the public hearing to be submitted between the publication of the notice of hearing and 24 hours after the public hearing; and

WHEREAS, the City Council hereby finds and determines that adoption of an Ordinance to rezone the property described herein from 'UR-12' and 'NMX' to 'GR-6' district and establishing a Conditional District (CD) Overlay is reasonable and in the public interest as the proposal defines and confirms a previously-authorized land use and development type while creating a more consistent zoning pattern, and is fundamentally consistent with the Vision 2020 Comprehensive Plan's Policy N-18: As new neighborhoods are developed, a mixture of housing types/sizes/prices shall be provided within the bounds of each neighborhood planning area.

NOW THEREFORE BE IT ORDAINED by the City Council of the City of Salisbury, North Carolina:

SECTION 1. That property identified in the City of Salisbury and Rowan County as Tax Maps and Parcel numbers 058 088, 065 008, 067 189 including those abutting rights-of-way and reaching to the respective centerlines, as designated on the official property identification maps of Rowan County, is hereby rezoned to 'GR-6' district with the establishment of a new Conditional District (CD) Overlay pursuant to the approved CD Master Plan.

SECTION 2. DEVELOPMENT DOCUMENTS: That any and all development within this Conditional District (CD) Overlay shall substantially adhere to the approved development documents entitled 'SHAY CROSSING PHASE 4,' which are on file with the City of Salisbury and signed by the Mayor of the City of Salisbury. A corrected set of documents, reflecting City Council approval and any development conditions that were approved by City Council and made a part of this Ordinance, shall be provided to the City for the Mayor's signature within 30 days of the effective date of this Ordinance and prior to the issuance of any development permits.

SECTION 3. PERMITTED USES (PRIMARY): All 'GR' base district primary uses that are Permitted or Permitted Subject to Additional Standards. All SUP/CD uses require issuance of a Special Use Permit or an Amendment to this Conditional District (CD) Overlay.

SECTION 4. DEVELOPMENT CONDITIONS: That the following conditions are applicable to the development proposal associated with this Ordinance (see above, Section 2, Development Documents) within the Conditional District (CD) Overlay:

- Construction of approximately 447 linear feet of privacy fencing along the rear perimeter of Tax Map and Parcel numbers 067 05101; 058 116; and 058 529
- Construction of 3 ft.-5 ft. landscape berm from the southern boundary of the reserved Jake Alexander Blvd. right-of-way to the closest proximity of the BMP located near the southern boundary of the parcel abutting Earnhardt Road

SECTION 5. That as permitted by the Land Development Ordinance, the development documents associated with this Conditional District (CD) Overlay may establish alternatives to specific provisions of the Land Development Ordinance; however, where alternatives are not provided, those and all other applicable Land Development Ordinance provisions remain applicable for any and all development within this Conditional District (CD) Overlay.

SECTION 6. That improvements (public and/or private) for Stormwater drainage, streets, water and sewer shall be designed and installed in accordance with applicable City and Salisbury-Rowan Utilities standards and policies. Layouts shown on the approved, stamped, and signed Development Documents are considered schematic and may require administrative revision(s) upon review of engineering drawings or details (Construction Documents).

SECTION 7. That all Ordinances, or parts of Ordinances, in conflict with this Ordinance are hereby repealed to the extent of such conflict.

SECTION 8. That this Ordinance shall be effective upon petitioner providing written consent to the conditions imposed in Section 4 of this Ordinance on a form provided by the City in accordance with G.S. 160D-703(b). Petitioner shall have 45 days from the adoption of this Ordinance to provide such written consent. Failure to provide such written consent within the time specified herein shall render this Ordinance null and void.



**CD-02-2018 SHAY CROSSING PH 4  
0 EARNHARDT ROAD, SALISBURY NC  
PID 065 008, 067 189, 058 088**

The Salisbury City Council met and held a public hearing to consider the following application:

Meeting Date : Public Hearing: 02/16/2021  
City Council Approval: 03/02/2021

Property Location: North of Stokes Ferry Road, off of the 600 blk of Earnhardt Road  
Salisbury, NC

Property Owner: B&C Land Farming LLC  
2627 Brekonridge Centre Dr Ste 103  
Monroe NC 28110

Petitioner: Dependable Development, Inc. dba True Homes  
2627 Brekonridge Centre Dr Ste 104  
Monroe NC 28110

Salisbury City Council's approval of the Conditional Zoning was conditioned on the petitioner providing written consent to conditions to which the petitioner provided verbal consent to the Salisbury City Council. By signing below, the petitioner consents in writing to, and is bound by, the ordinance as adopted by the Salisbury City Council, including the following conditions:

- (1) Construction of a privacy fence along the rear perimeters of PID's: 067 05101; 058 116; and 058 529 being approximately 487 linear feet.
- (2) Construction of a 3ft – 5ft high landscape berm within the planting yard from the southern boundary of the Jake Alexander Blvd reserved right-of-way to extend to the closest area allowed to the proximity north of the proposed BMP location along Earnhardt Road.

Should the applicant not comply with the requirements of the Land Development Ordinance or the adopted conditions then the Conditional District may be rescinded or terminated in accordance with the Land Development Ordinance and applicable law.

Petitioner: \_\_\_\_\_

NORTH CAROLINA

\_\_\_\_\_ COUNTY

I, \_\_\_\_\_, a Notary Public in and for said State and  
County, do hereby certify that \_\_\_\_\_, petitioner of  
proposed development and agreed upon conditions did personally appeared before me this  
day and acknowledged the due execution of the foregoing instrument.

**CITY OF SALISBURY**  
P.O. BOX 479, SALISBURY, NC 28145-0479

WITNESS my hand and notarial seal, this the \_\_\_\_\_ day of  
\_\_\_\_\_, 2016.

\_\_\_\_\_  
Notary Public

My Commission expires: \_\_\_\_\_

Approved by:  
City of Salisbury: \_\_\_\_\_  
(MAYOR SIGNATURE) (DATE)

**From:** [Andrew McDonald](#)  
**To:** [Teresa Barringer](#)  
**Cc:** [Matt Mandle](#); [Skylar White](#)  
**Subject:** True Homes BBB Rating  
**Date:** Wednesday, January 27, 2021 9:03:52 AM

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**CAUTION:** \*\*\* This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe. \*\*\*

Teresa –

First off I would like to say thank you again for all of your efforts in preparing and presenting the rezoning petition last night. We are ever thankful to begin what I believe to be a very fruitful partnership for both of us and serve the community together.

I know that this didn't come up last night but there was an email in the packet that questioned our Better Business Bureau rating/review into question, or more specifically that we would be doing "shady things" there! I just wanted to address that quickly because at True Homes we take a lot of pride in what we do, so much so, that one of our mottos is "To Provide Service Worthy of your Signature" and our builders sign a hard hat to give their client when work begins. Our website has another motto that is "We build homes exclusively for our family and friends". We treat every homebuyer as a member of our True Family and work to ensure their satisfaction. We work with the industry's leading research firm (Woodland Obrien Scott) and analyze each homebuyer's experience and find ways to improve the process. I can personally attest that these are not just claims, but are real items that are engrained in our culture.

So with that said, True Homes, LLC (there are some similarly named homebuilders on there) has an A+ listing and is fully accredited by the BBB. We have just 13 complaints listed in the last 12 months, a year with incredible uncertainty and challenges, and a year where we closed 1800+ homes. That's less than 1%, some of which we were able to solve issues with. A link to our profile on the BBB website is [here](#). Our client surveys are very detailed and grade both the company as a whole, and each individual function that a homebuyer interfaces with throughout the process. We are industry leading with the percentage willing to refer True, and we set our bar higher every year.

I know that development is hard for some. And I also know that some of the negative comments are out of general frustration for change. I just want to be sure that the City of Salisbury knows who they're working with and the lengths we go to for future residents of the City of Salisbury's satisfaction. The last motto I'll put out there is actually our company's Mission Statement: "To be uniquely exceptional in how we relate to our Clients, Associates, Trades & **Stakeholders**". The City of Salisbury hold just as much stake in this development as we do, we realize that, and will work together to serve the community.

Sorry for the long winded email, again Thank you for all of your efforts. Looking forward to our next discussion!

**Andrew J. McDonald, PE**

Program Manager – Land Development

**True Homes**

2649 Brekonridge Centre Dr.

Monroe, NC 28110

Mobile: 704-288-7256

[amcdonald@truehomesusa.com](mailto:amcdonald@truehomesusa.com)

# Salisbury City Council Agenda Item Request Form



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

Requested Council Meeting Date: March 2, 2021

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 adopting an ordinance establishing a moratorium pursuant to NC General Statutes 160A-381(e) on the City Council's consideration and approval of Historic Landmarks.

**Description of Requested Agenda Item:** Council to consider adopting an ordinance establishing a moratorium pursuant to NC General Statutes 160A-381(e) on the City Council's consideration and approval of Historic Landmarks. If adopted, the proposed moratorium would remain in effect for (6) months. The public hearing was held on February 2, 2021. Council voted 3-2 in favor of adopting an ordinance establishing the moratorium on February 16, 2021; however, a second reading is required to affirm the vote.

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 action to adopt an ordinance establishing the moratorium as proposed. *(Please note if item includes an ordinance, resolution or petition)*

**Contact Information for Group or Individual:** Hannah Jacobson, x5230, hannah.jacobson@salisburync.gov

☐ **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:**

## **AN ORDINANCE ESTABLISHING A SIX MONTH MORATORIUM FOR THE CONSIDERATION OF LOCAL HISTORIC LANDMARKS IN THE CITY OF SALISBURY**

Be it ordained by the City Council of the City of Salisbury, North Carolina, as follows:

Section 1. The City Council acknowledges and embraces the importance of historic preservation in the City of Salisbury. The City has been and remains a leader in historic preservation. The City Council takes very seriously its obligation to preserve historic areas and properties of the City, and desires that its historic preservation programs be and remain robust and fair.

Section 2. In accordance with this dedication to historic preservation, in 2017, the City Council adopted an ordinance establishing a program to designate Local Historic Landmarks (“Landmark” or “Landmark Property” and the “Landmark Ordinance” or the “Landmark Program”). The Landmark Program lacked guidance beyond that established by State law as to what constitutes a Landmark Property. The City Council desires that more specific goals, objectives, standards, and procedures be developed by City staff, in coordination with the Historic Preservation Commission (HPC) and the North Carolina State Historic Preservation Office (SHPO), for the Landmark Program.

Section 3. A temporary moratorium on considering applications under the Landmark Program is necessary to allow City staff and the HPC to adequately review and revise the Landmark Program. Without this moratorium, applications submitted to the City would be reviewed under the existing Landmark Program, which City Council has determined to be inadequate.

Section 4. The moratorium will affect the HPC’s review of Landmark pre-applications and applications, as well as the City Council’s consideration and approval of Landmark applications.

Section 5. The moratorium will remain in effect for six (6) months from the date of the adoption of this Ordinance. This duration is reasonably necessary to allow time to develop goals and objectives for the Landmark Program, to facilitate a community conversation regarding the goals of the Program, and to revise the City’s Land Development Ordinance and any other policies to reflect the required changes to the Landmark Program.

Section 6. In the course of the next six (6) months, the HPC shall propose revisions to the City’s Landmark Program. Once these proposed revisions are in place, conversations with community stakeholders will be facilitated to receive additional feedback. When that is completed, the proposed revisions will be submitted to the City Council for consideration in accordance with the procedures required by City ordinances and other applicable law.

Section 7. All ordinances, or the parts of ordinances in conflict with this Ordinance, are hereby repealed to the extent of such conflict.

Section 8. This Ordinance shall be effective upon adoption by the City of Salisbury from and after is passage.

# Salisbury City Council Agenda Item Request Form



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

Requested Council Meeting Date: March 2, 2021

Name of Group(s) or Individual(s) Making Request: Councilmember Tamara Sheffield

Name of Presenter(s): City Attorney Graham Corriher

Requested Agenda Item: Council to consider adopting an Ordinance establishing a Non-Discrimination Policy.

Description of Requested Agenda Item: During Retreat Council discussed adoption of a Non-Discrimination Ordinance. A draft copy of the Ordinance establishing a Non-Discrimination Policy is 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: Council to adopt an Ordinance amending Chapter 2 of the Code of the City of Salisbury, relating to a Non-Discrimination Policy. *(Please note if item includes an ordinance, resolution or petition)*

Contact Information for Group or Individual:

☐ **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:**

AN ORDINANCE AMENDING CHAPTER 2 OF THE CODE OF THE CITY OF  
SALISBURY RELATING TO NON-DISCRIMINATION POLICY

Be it ordained by the City Council of the City of Salisbury, North Carolina, as follows:

SECTION 1. That Chapter 2 of the Code of the City of Salisbury be amended to add the language as follows:

Article V – Non-Discrimination

Sec. 2-125. Non-Discrimination Policy

- (a) The policy of the City of Salisbury is, and shall be, to oppose discrimination based on race, ethnicity, creed, color, sex, sexual orientation, gender identity, gender expression, national origin, national ancestry, marital status, familial status, pregnancy, veteran status, religion, religious belief or non-belief, age, or disability in any aspect of modern life.
- (b) The administration, departments, committees, commissions, and boards of the City are hereby directed to use their full power and resources, as by law duly given, to prohibit and discourage discrimination as set forth in this policy.
- (c) The City Manager and the City Attorney are directed to include within the terms of all contracts of and grants from the City a nondiscrimination provision which will carry out the effect of this policy; provided that nothing in this policy shall be construed to encroach upon the powers or immunities of the State or Federal governments.
- (d) The City Manager is directed to establish such additional policies as may be required to insure that there is no discrimination in any function or area of City government.
- (e) Recognizing the substantial benefits that an equitable, diverse, and inclusive community provides, the City supports those community members and businesses whose efforts ensure that Salisbury is and continues to be a community free from discrimination. Equity, diversity, and inclusion are cornerstones of a strong local economy and commercial activities within Salisbury should support economic growth and not hamper it. The City will not tolerate illegal discrimination and encourages Salisbury's corporate and individual community members to oppose discrimination in all forms. All citizens of Salisbury, individual and corporate, are hereby requested and urged to use their power and influence to the end that Salisbury shall be a community that is committed to providing, and does in fact provide, equal opportunity for all citizens.

SECTION 2. That all ordinances, or the parts of ordinances in conflict with this ordinance, are hereby repealed to the extent of such conflict.

SECTION 3. That this Ordinance shall be effective upon adoption by the City of Salisbury from and after its passage.

# Salisbury City Council Agenda Item Request Form



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

Requested Council Meeting Date: March 2, 2021

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: The majority of Council appointed boards and commissions have seats expiring March 31, 2021. A worksheet showing the terms that are ending and whether the person is eligible for reappointment along with applications received to date 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: 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\*\*\*\***

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

# Salisbury City Council Agenda Item Request Form

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☐ Approved

☐ Delayed

☐ Declined

**Reason:**

## Boards and Commissions Worksheet – 2021

### Alternate Methods of Design Commission

<u>Current Member</u>	<u>Term Expires</u>	<u>Eligible for Reappointment</u>	<u>Need 1 Member</u>
Jon Palmer	3/31/21	Yes	

**Applicants:**

David Roueche (3<sup>rd</sup> Choice)

**Notes:** Members shall have demonstrated

experience, education, or licensure in the design, construction, and /or development field.

### Community Appearance Commission

<u>Current Members</u>	<u>Term Expires</u>	<u>Eligible for Reappointment</u>	<u>Need 5 Members</u>
Levonja Corry	3/31/21	No	
Jane Creech	3/31/21	No	
Carlton Jackson, Jr.	3/31/21	No	
Hugo Correa	3/31/21	Yes	
Lewellen Padgett	3/31/21	Yes	

**Applicants:**

James Carli (3<sup>rd</sup> Choice)

David Moore (3<sup>rd</sup> Choice)

Liliana Spears (3<sup>rd</sup> Choice)

Kelly Vanager (1<sup>st</sup> Choice)

**Notes:** Efforts are made to maintain a majority of members who have had special training or experience in a design field, such as architecture, landscape design, horticulture, city planning or a closely related field.

### Greenway, Bicycle and Pedestrian Committee

<u>Current Members</u>	<u>Term Expires</u>	<u>Eligible for Reappointment</u>	<u>Need 3 Members</u>
Edward Hirst	3/31/21	Yes	
Amy Smith	3/31/21	Yes	
Lisa Wear	3/31/21	Yes	

**Applicants:**

Annie Boone-Carroll (1<sup>st</sup> Choice)

**Notes:** When the Greenway Committee was redesigned to include Bicycle and Pedestrians, the terms were staggered. The members listed served a one year term.

### Historic Preservation Commission

<u>Current Members</u>	<u>Term Expires</u>	<u>Eligible for Reappointment</u>	<u>Need 3 Members</u>
Jon Planovsky	3/31/21	Yes	
Elizabeth Trick	3/31/21	No	
Steven Cobb	3/31/21	Yes	

**Applicants:**

Nicholas Hill (3<sup>rd</sup> Choice)

**Notes:** All members must have a demonstrated interest, competence, or knowledge in historic preservation. The Certified Local Government must document in writing its good faith effort to appoint professionals from the disciplines of architecture, history, architectural history, planning, archaeology, or other related disciplines, to the extent such professionals are available in the community and willing to serve. The CLG program recognizes that a mix of professional and lay members makes the strongest commission.

## Housing Advocacy Commission

### Current Members

Greta Conner (Neighborhood)	3/31/21
Jayne Helms (Landlord)	3/31/21
Vacant (At-large)	3/31/21
Vacant (Landlord)	3/31/22

### Eligible for Reappointment

No
No

### Need 4 Members

### Applicants:

Gemale Black (1<sup>st</sup> Choice)  
Lorenzo Debose  
Kyna Grubb  
Liliana Spears (2<sup>nd</sup> Choice)

**Notes:** Seats have been designated for representatives from Neighborhoods, Landlords and At-large.

## Human Relations Council

### Current Members

Annie Boone-Carroll	3/31/21
Mark Hill	3/31/21
John Schaffer	3/31/21
Liliana Spears	3/31/21

### Eligible for Reappointment

No
No
Yes
No

### Need 4 Members

### Applicants:

Nicholas Hill (1<sup>st</sup> Choice)  
Alissa Redmond (2<sup>nd</sup> Choice)  
Colleen Smiley

**Notes:** Eight members of the HRC are appointed by City Council and eight members are appointed by the HRC.

## Hurley Park Advisory Board

### Current Members

Kathryn Davis	3/31/21
Laura Thompson	3/31/21

### Eligible for Reappointment

Yes
Yes

### Need 2 Members

### Applicants:

**Notes:** The City will ensure that a member of the Hurley Family Foundation and a person who lives within 100 feet of the park are appointed to the board.

## Parks and Recreation Advisory Board

### Current Members

Roy Bentley	3/31/21
Russell Smyre	3/31/21
Jon Post	3/31/21

### Eligible for Reappointment

No
Yes
Yes

### Need 3 Members

### Applicants:

David Moore (1<sup>st</sup> Choice)

**Notes:**

## Planning Board

<u>Current Members</u>	<u>Term Expires</u>	<u>Eligible for Reappointment</u>	<u>Need 8 Members</u>
John Struzick	3/31/21	Yes	
Dennis Rogers	3/31/21	Yes	
Jon Post	3/31/21	Yes	
Jayne Land	3/31/21	Yes	
Timothy Norris (ETJ)	3/31/21	Yes	
Vacant (ETJ)	3/31/21	N/A	
Vacant	3/31/22	N/A	
Vacant	3/31/23	N/A	

### Applicants:

Gemale Black (2<sup>nd</sup> Choice)  
James Carli (1<sup>st</sup> Choice)  
Bill Clements (2<sup>nd</sup> Choice)  
Nicholas Hill (2<sup>nd</sup> Choice)  
Alissa Redmond (1<sup>st</sup> Choice)  
David Roueche (1<sup>st</sup> Choice)  
Liliana Spears (1<sup>st</sup> Choice)  
Kelly Vanager (2<sup>nd</sup> Choice)

**Notes:** Last year Bill Wagoner was reappointed to fill one of the partial terms per his request. This leaves Mr. Wagoner's full term vacant for appointment.

## Transportation Advisory Board

<u>Current Members</u>	<u>Term Expires</u>	<u>Eligible for Reappointment</u>	<u>Need 4 Members</u>
Levi Coldiron	3/31/21	Yes	
Cristina Rodriguez	3/31/21	Yes	
Laura Schmidt	3/31/21	Yes	
Vacancy	3/31/21	n/a	

### Applicants:

George Benson  
Kathleen Bergeron  
Annie Boone-Carroll (3<sup>rd</sup> Choice)  
James Carli (2<sup>nd</sup> Choice)  
David Moore (2<sup>nd</sup> Choice)  
Dylan Horne

**Notes:** Membership shall be representative of the population of the service area and include representatives from human service agencies, transportation providers, business sector, government sector, and the public within the service area.

## Tree Board

<u>Current Members</u>	<u>Term Expires</u>	<u>Eligible for Reappointment</u>	<u>Need 4 Members</u>
Melissa Eller	3/31/21	Yes	
Melisa Williams	3/31/21	Yes	
Jonathan Barbee	3/31/21	Yes	
Katherine Boyd	3/31/21	Yes	

### Applicants:

**Notes:**

**George W**  
Benson

Submission Date  
February 25, 2021 08:30

First Name	George W
Last Name	Benson
E-mail	georgewbenson50@gmail.com
Home Phone	7042455900
Address	100 W. Corriher Ave. Apt. 1
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?	Yes
Please indicate your #1 preference:	Transportation Advisory Board (No Requirement of Residency)
Have you served on a board or commission of the City of Salisbury?	Yes
Why are you interested in serving on the Board or Commission for which you are applying?	As a dialysis patient, I see the ADA transit buses in operation on Mon.,Wed.,Fri. I have interaction with some of the drivers and all of the patients.
Has any formal charge of professional misconduct	No

ever been sustained  
against you in any  
jurisdiction?

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

# Kathleen Bergeron

Submission Date  
December 17, 2020 10:52

First Name	Kathleen
Last Name	Bergeron
E-mail	kathleenabergeron@gmail.com
Home Phone	571 524 6226
Address	1722 E. Park Road
City	Salisbury
State	NC
ZIP Code	28144
Place of Employment	home (1722 E. Park Road, Salisbury, NC)
Occupation	consultant
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:	Transportation Advisory Board (No Requirement of Residency)
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?	Most of my career's experience and education has focused on surface transportation. I believe this might be helpful to the Transportation Advisory Board.
Interest/Skills/Education/ Areas of Expertise/Professional Organizations that you feel would be of assistance to you in your	EXPERIENCE: -17 years with Federal Highway Administration - 9 years with Texas Department of Transportation - 4 years with Texas Railroad Commission - 9 years with consulting engineering & architecture firm

duties as a member of the Board or Commission:

**EDUCATION:**

- Master of Science in Transportation Management, San Jose State University
- Bachelor of Journalism, University of Texas at Austin

Primary focus at Federal Highway Administration was on getting innovations into common practice. Developed relationships with other federal, state and local transportation agencies, University Transportation Centers, trade association of contractors, engineering consultants, state transportation agencies. Have kept up with current innovations such as autonomous vehicles, new construction methods for highways and bridges, alternative fuels programs for mass transit, and alternative mobility systems such as e-scooters and bicycles.

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

# Gemale Black

Submission Date  
October 26, 2020 13:04

First Name	Gemale
Last Name	Black
E-mail	gemale.black@2020victory.com
Home Phone	19802349843
Address	1216 Arden Rd
City	Salisbury
State	NC
ZIP Code	28144
Place of Employment	Brenner Crossing Apt.
Occupation	Retention Specialist
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:	Housing Advocacy Commission
Please indicate your #2 preference:	Planning Board
Please indicate your #3 preference:	Fair Housing Committee
Have you served on a board or commission of the City of Salisbury?	Yes
Why are you interested in serving on the Board or Commission for which you are applying?	I Believe my background and experience within the housing industry can contribute to the Housing Advocacy Commission helping Salisbury move forward on different housing issues within our city.
Interest/Skills/Education/	8years with the Housing Industry

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:

4years within the NAACP know about Housing Issues facing  
Communities around our State and Nation.

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

# Annie

## Boone-Carroll

Submission Date  
February 19, 2021 17:06

First Name	Annie
Last Name	Boone-Carroll
E-mail	carrollab8@yahoo.com
Home Phone	704-314-5997
Fax	980-458-0036
Business Phone	704-278-3640
Address	111 Railroad Street
City	Cleveland
State	NC
ZIP Code	27013
Place of Employment	Boone-Carroll Funeral Home
Occupation	Manager/Funeral Director
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:	Greenway Committee (No Requirement of Residency)
Please indicate your #2 preference:	Parks and Recreation Advisory Board
Please indicate your #3 preference:	Transportation Advisory Board (No Requirement of Residency)
Have you served on a board or commission of the	Yes

City of Salisbury?

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

I am interested in helping to make things better and available for the people in Salisbury, by assisting in the availability and the beautification of the 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 a degree BS Administration and have experience in managerial skills, accounting skills and have worked with the public in customer service for over thirty-eight years. I am willing to acquire any knowledge to provide efficient assistance to fulfill any obligations that may be needed. There is always room to learn more.

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

**James**  
Carli

Submission Date  
February 5, 2021 11:02

First Name	James
Last Name	Carli
E-mail	jcarli@carolina.rr.com
Home Phone	704 636 2521
Business Phone	704 639 5223
Address	419 S. Ellis St.
City	Salisbury
State	NC
ZIP Code	28144
Place of Employment	N/C Machinery LLC
Occupation	Owner
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:	Transportation Advisory Board (No Requirement of Residency)
Please indicate your #3 preference:	Community Appearance 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 would like to leave a better city for my grandchildren and great grandchildren till now I was traveling too much

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 spent 20+ years on habitat construction board and like amount of time on the HSF was in charge of Grimes Mill Restoration. While on the HPC board I was involved with the writing of the new guidelines. I am a civil engineer from Georgia Tech have actually spent most of my life as a mechanical engineer designing and building custom machinery.

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

Yes

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

# William (Bill) Clements

Submission Date  
June 5, 2020 11:29

First Name	William (Bill)
Last Name	Clements
E-mail	williamwcclements3@gmail.com
Home Phone	7046093904
Business Phone	7046093904
Address	225 W. Corriher Avenue
City	Salisbury
State	NC
ZIP Code	28144
Place of Employment	Valet Living
Occupation	Regional Sales Executive
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:	Other
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 re-submitting since I changed employers at the end of 2019. I chose the boards my background most closely matches HOWEVER, I am more interested in serving the community and offering my time than I am WHERE you need to put me.

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 previous committee/ board involvement was largely within  
two sectors:

Greater Charlotte Apartment Association- 2 terms on the board,  
served on a dozen committees overall and chaired at least 4 for  
one year at a time. PR/ Education/ Membership Retention

City of Charlotte- Community Relations Committee, chaired  
Discrimination Sub Committee

City of Charlotte- Business Advisory Board

Charlotte Chamber- Board member 3 years, Chaired SouthPark  
Area Council

I do hold a NC brokers license and a Notary as well.

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

**Lorenzo**  
Debose

Submission Date  
February 16, 2021 11:31

First Name	Lorenzo
Last Name	Debose
E-mail	ldebose74@gmail.com
Home Phone	9806898283
Address	707 WILLOW RD
City	SALISBURY
State	NC
ZIP Code	28147-7752
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:	Housing Advocacy Commission
Have you served on a board or commission of the City of Salisbury?	Yes
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	No

an appointee of the  
Salisbury City Council?

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

**Kyna  
Grubb**

Submission Date  
February 2, 2021 15:14

First Name	Kyna
Last Name	Grubb
E-mail	kgrubb@rowanhelpingministries.org
Home Phone	704-798-4286
Business Phone	704-637-6838 ext 101
Address	205 Bethel Drive
City	Salisbury
State	NC
ZIP Code	28144
Place of Employment	Rowan Helping Ministries
Occupation	Executive Director
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:	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 served on the Better Housing Committee formed in 2010 shortly after beginning employment at Rowan Helping Ministries. In my work at Rowan Helping Ministries our focus is on preventing homelessness by helping individuals maintain safe and affordable housing while also helping homeless obtain stable housing. We currently are operating homeless sheltering services on our site

and temporarily at Hood Seminary. We also provide transitional housing and permanent supportive housing to assist homeless individuals transition to 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:

My work at Rowan Helping Ministries guides my understanding of the challenges of finding safe and affordable housing as well as the lack of education renters have regarding obtaining a written lease and renter's insurance or understanding their rights. We also partner with Operations Hope to help low income clients work to raise their credit score and plan for a future that may include home ownership.

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?

Yes

If yes, explain conflict:

The only conflict that might be a concern is that my husband and I own rental property within the City limits. I wanted to disclose this but I do not believe it would prevent me from being fair or impartial.

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

# Nicholas Hill

Submission Date  
October 18, 2020 18:37

First Name	Nicholas
Last Name	Hill
E-mail	nhill1993.nh@gmail.com
Home Phone	7049418212
Address	207 W McCubbins St
City	Salisbury
State	NC
ZIP Code	28144
Place of Employment	Wells Fargo
Occupation	Fraud and Financial Crimes Investigator
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:	Human Relations Council
Please indicate your #2 preference:	Planning Board
Please indicate your #3 preference:	Historic Preservation 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 want to serve my beautiful community and help in anyway possible.
Interest/Skills/Education/	I am a internal fraud and misconduct investigator at Wells Fargo

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:

and have dealt with human resource issues related to employee theft and misconduct. I believe I could assist the town of Salisbury in similar ways ensuring all Town Employees are performing thier jobs ethically.

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

**Dylan**  
Horne

Submission Date  
February 4, 2021 07:21

First Name	Dylan
Last Name	Horne
E-mail	dylanrosshorne@gmail.com
Home Phone	7044336945
Address	7613 Old Concord Road
City	Salisbury
State	NC
ZIP Code	28146
Place of Employment	The Pedal Factory
Occupation	Bicycle Mechanic
Do you reside within the City limits of Salisbury?	No
Are you within the City's Extraterritorial Jurisdiction (ETJ) area?	Yes
Please indicate your #1 preference:	Transportation Advisory Board (No Requirement of Residency)
Have you served on a board or commission of the City of Salisbury?	Yes
Please list the board or commission:	Greenway Committee
Please list the date of service:	Nov 1, 2020
Why are you interested in serving on the Board or	I currently serve the city on the Greenway, Bicycling and Pedestrian Committee, and I am grateful to have forum to discuss

Commission for which you are applying?

active transportation issues in our community. Through these boards, citizens can work with city staff to develop context sensitive solutions to the issues that the city faces. Citizen input is key to a equitable representation in city decision making.

The Transportation Committee is of interest to me as I ride transit. During the COVID-19 pandemic, transit agencies have faced a difficult road. Adapting our buses to be fareless, decreasing vehicle capacity, and requiring mask are all good steps to reducing the spread. However, transit is often the only option for many people in our community, so reductions in service days and frequency makes it exceedingly difficult to get where they need to go. My goal is to improve bus stop signage and increase integration of sidewalks to transit stops.

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 earned my PhD in Civil Engineering from Oregon State University in 2019 with a focus on transportation. I was involved in a similar board in Oregon, working to develop and distribute state transit funding to local agencies. My technical knowledge and leadership abilities make me a thoughtful and inspiring member of any board. My goal is to improve the safety, accessibility and equity of our transportation systems, and recognize that transit is a key part of a multimodal 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

**David  
Moore**

Submission Date  
February 16, 2021 20:04

First Name David  
Last Name Moore  
E-mail feartheblitz@yahoo.com

Home Phone 7042237517

Address 111 E Horah St, Apt 2

City Salisbury

State NC

ZIP Code 28144

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: Parks and Recreation Advisory Board

Please indicate your #2  
preference: Transportation Advisory Board (No Requirement of Residency)

Please indicate your #3  
preference: Community Appearance 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 work in the public eye and have been doing so for the pass 3 years. Want to help the city by being on a board. I love giving my ideas and info. Believe I can be of help on any of these boards. I enjoy doing volunteer work. I have done block work in the pass 2 years and have helped with downtown events before covid.

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 done some work with the parks and recreation in the past before covid hit. Have helped with some of their events. Have a good idea on how things work. Also I work in the public eyes and have a good understanding on how things work within the city.

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

**Alissa**  
Redmond

Submission Date  
August 6, 2020 20:03

First Name	Alissa
Last Name	Redmond
E-mail	yahoomailnomore@gmail.com
Home Phone	7045694270
Address	420 W. Bank St.
City	Salisbury
State	NC
ZIP Code	28144
Place of Employment	South Main Book Company
Occupation	Retail owner
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
Please indicate your #2 preference:	Human Relations Council
Please indicate your #3 preference:	Fair Housing Committee
Have you served on a board or commission of the City of Salisbury?	No
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

**David**  
**Roueche**

Submission Date  
February 1, 2021 20:55

First Name	David
Last Name	Roueche
E-mail	davidroueche1@gmail.com
Home Phone	704 877 8727
Business Phone	704 877 8727
Address	550 club house drive
City	Salisbury
State	NC
ZIP Code	28144
Place of Employment	Retired
Occupation	Pharmaceutical Executive
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
Please indicate your #2 preference:	Fair Housing Committee
Please indicate your #3 preference:	Alternate Methods of Design 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?

Since moving back to Salisbury after retiring in 2013, I've looked for ways to use my professional experience to benefit the community with active involvement in a wide range of civic and professional organizations. I'd like to continue to be an advocate for all of the citizens in Salisbury.

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:

Current member on the Board of Utilization and Review w/Rowan Co Tax Assessor  
Past President Country Club of Salisbury  
Past member Rowan Co ABC Board  
Past President Men's Auxiliary, Hudson-Tatum VFW #3006  
Past President Sacred Heart Catholic Church Men's Club  
Past President Rowan Co. Republicans Men's Club  
Member of various pharmaceutical and PDMA organizations

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

**Colleen  
Smiley**

Submission Date  
February 22, 2021 17:55

First Name	Colleen
Last Name	Smiley
E-mail	smileycs@gmail.com
Home Phone	704-214-4395
Address	1422 North Church Street
City	Salisbury
State	NC
ZIP Code	28144
Ethnicity	Caucasian/Non-Hispanic
Gender	Female
Occupation	Environmental Sustainability/Environmental Education
Do you reside within the City limits of Salisbury?	Yes
Please indicate your #1 preference:	Human Relations Council
Please indicate your #2 preference:	Human Relations Council
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	I would like to serve on the Human Relations Council for the City of Salisbury as a way of promoting what I believe in. As a city we

Commission for which you are applying?

should be promoting cooperation and positive human relations within our community. Ensuring legal, economic and political equality. Guaranteeing equal access to health, housing, education and employment. Working to prevent and end discrimination among people based on race, ethnicity, national origin, religion, age, disability or sexual orientation. To provide resources and referrals to solve problems of hate and discrimination not only within the City of Salisbury, Rowan County but North Carolina.

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 am able to develop a positive rapport with individuals representing a variety of ages, backgrounds, and cultures. Excellent public speaker; presented clinics for Tri-M National Honor Society at state and national conferences. Represented the National Wildlife Federation as the National Outreach Advocate for the Emerging Leaders Council. Published in state, national, and international music periodicals. Represented Tri-M on Capitol Hill promoting advocacy for music education. I maintained communications between the board, faculty, staff, volunteers, and parents including taking minutes of all board meetings in educational settings.

Detail and results-orientated professional with proven organizational, time management, and problem-solving skills. Experienced grant writer with particular expertise in writing grants for school programs. Skilled at recruiting and coordinating volunteers, organizing fundraisers, developing and implementing key marketing strategies.

Below are more detailed reasons I think my strengths would be of assistance to me if given the honor to become a member of the Human Relations Council.

I feel communication is at the heart of human relations. The ability to clearly convey messages to others while also listening with the intent to understand others is vital to strong, healthy relationships. Communication makes the other party more comfortable, which aids in positive interaction.

In order to attract and keep the interest of others we need to show empathy. By being able to put myself emotionally into someone's situation it allows me to better relate to this/her point of view.

Stress management, I feel is an often-overlooked strength on a board.

Calm under pressure make it easier for others to be around you and helps them remain at peace as well. This is especially important when working with a group or team.

Thank you for taking the time to consider me for a position on the Human Relations Council should one open.

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

No

matter that would create problems or prevent you from fairly and impartially discharging your duties as an appointee of the Salisbury City Council?

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

**Liliana  
Spears**

Submission Date  
February 24, 2021 23:01

First Name	Liliana
Last Name	Spears
E-mail	llatinamix11@aol.com
Home Phone	7044882162
Fax	704-633-0142
Address	931 S Fulton St
City	Salisbury
State	NC
ZIP Code	28144
Ethnicity	Hispanic
Gender	Female
Place of Employment	Latin Mix
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:	Housing Advocacy Commission
Please indicate your #3 preference:	Community Appearance Commission

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

Yes

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

I live in Salisbury and would like to help our community move forward.

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 interest in seeing our city be inclusive to all.

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

**Kelly**  
**Vanager**

Submission Date  
February 4, 2021 11:26

First Name	Kelly
Last Name	Vanager
E-mail	kelly.vanager@gmail.com
Home Phone	7044331130
Address	806 Brookmont Ave
City	Salisbury
State	NC
ZIP Code	28146
Place of Employment	Self Employed
Occupation	Personal Chef
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:	Community Appearance Commission
Please indicate your #2 preference:	Planning Board
Please indicate your #3 preference:	Fair Housing 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	Having been a resident of Salisbury for over 20 years, I have grown to love this city. I have a deep concern for the city and its residents

Commission for which you are applying?

and want nothing but the best for them. I believe that it is my duty, as a citizen of this city, to do what I can to help improve and collaborate with others to work toward doing what is best for our city. My special interest is that this city prospers and be all that it can be for all of its residents.

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:

BS Biology  
BS Food and Beverage Entrepreneurship  
Currently working on MS in Clinical Nutrition  
Novice gardener  
Former volunteer for Communities in Schools  
Served on various committees at former places of employment (VA Salisbury and Rowan Medical Center)

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

# Salisbury City Council Agenda Item Request Form



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

Requested Council Meeting Date: March 2, 2021

Name of Group(s) or Individual(s) Making Request: Finance/Shannon Moore

Name of Presenter(s): Shannon Moore, Finance Director

Requested Agenda Item: 2<sup>nd</sup> Quarter Financial Report

Description of Requested Agenda Item: Council to receive financial reports and information that covers the second quarter of the current fiscal year.

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:

Shannon Moore 704-216-8026

☐ **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

Shannon Moore  
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: