



# City of Salisbury

North Carolina

## COUNCIL MEETING AGENDA

**July 19, 2022**  
**6:00 p.m.**

*The meeting will be held in a hybrid format and the public may attend virtually using this link: <https://bit.ly/3nd7Qaw>. The meeting will also be streamed live at [salisburync.gov/webcast](https://salisburync.gov/webcast) and on the City's Facebook account.*

*Anyone who wishes to speak via Zoom during public comment must sign-up by 5:00 p.m. on July 19, 2022 by contacting Kelly Baker at [kbake@salisburync.gov](mailto:kbake@salisburync.gov). Citizens who wish to speak in person can sign up in Council Chambers.*

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

NATIONAL NIGHT OUT

August 2, 2022

6. Council to consider the CONSENT AGENDA:
  - (a) Approve Minutes of the regular meeting June 21, 2022 and the special meeting of June 29, 2022.
  - (b) Receive a request for voluntary annexation of 65.276 acres on Tax Map 058 Parcel 089 located at 770 Earnhardt Road, and adopt a Resolution instructing the City Clerk to investigate the sufficiency of the request.
  - (c) Receive a request for voluntary annexation of 38.646 acres on Tax Map 330 Parcels 021 and 040 located on Statesville Boulevard, and adopt a Resolution instructing the City Clerk to investigate the sufficiency of the request.
  - (d) Receive a request for voluntary annexation of 16.797 acres on Tax Map 064 Parcel 0030100001 located on Stone Ridge Road, and adopt a Resolution instructing the City Clerk to investigate the sufficiency of the request.
  - (e) Receive the Certificate of Sufficiency for the voluntary annexation of Tax Map 408 Parcel 011 located at 1215 Peeler Road, and adopt a Resolution setting the date of the public hearing for August 2, 2022.

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- (f) Receive the Certificate of Sufficiency for the voluntary annexation of Tax Map 406 Parcel 024 and Tax Map 410 Parcels 034 and 003 located at 1465 Peeler Road, and adopt a Resolution setting the date of the public hearing for August 2, 2022.
- (g) Receive the Certificate of Sufficiency for the voluntary annexation of Tax Map 451 Parcel 227 for Majolica Road and adopt a Resolution setting the date of the public hearing for August 2, 2022.
- (h) Adopt a Resolution setting the date of the public hearing for August 2, 2022 for the voluntary annexation of Tax Map 403 Parcel 192, The Gables Phase 6, located off of Faith Road.
- (i) Receive an incentive request for a North Carolina Rural Building Reuse Grant and a Level 1 Incentive Grant for Project Finishing and set a public hearing for August 2, 2022 to receive public input. The company will apply for the North Carolina Rural Building Reuse Grant in the amount of \$150,000 that will be awarded to the City of Salisbury to disburse to the company. The City will satisfy its required match by hiring a grants administrator in an amount not to exceed \$6,000.
- (j) Approve a Right-of-Way encroachment by Level 3 on Mocksville Avenue near North Craige Street in accordance with Section 11-24(27) of the City Code, subject to approval by the North Carolina Department of Transportation.
- (k) Adopt an Ordinance amending Section 13-354 (parking limited to 30 minutes) and Section 13-357 (parking limited to two hours between 8:00 a.m. and 6:00 p.m.) for the west side of the 300 block of Depot Street.
- (l) Award a contract to Advance Property Solutions, LLC in the amount of \$115,820 for mowing and lawn care services at Salisbury-Rowan Utilities' facilities.
- (m) Authorize the City Manager to approve a purchase order for Carus in an amount not to exceed \$108,570 for the purchase of Zinc Orthophosphate.
- (n) Authorize the City Manager to approve a purchase order for Brenntag Mid-South in an amount not to exceed \$148,500 for the purchase of Sodium Bisulfite.
- (o) Authorize the City Manager to approve a purchase order for G20 Technologies in an amount not to exceed \$255,000 for the purchase of Aluminum Chlorohydrate.
- (p) Authorize the City Manager to approve a purchase order for North Carolina Statewide Vehicle Contract 070A in an amount not to exceed \$59,954.30 for the purchase of a high roof cargo van for the Facilities Maintenance Department.
- (q) Authorize the City Manager to approve a purchase order for Sourcewell Co-Op Contract 032119-CAT in an amount not to exceed \$227,902 for the purchase of a heavy equipment excavator.
- (r) Authorize the City Manager to approve a purchase order for the North Carolina Sheriff's Association Contract 23-07-0421 in an amount not to exceed \$130,000 for the purchase of a yard leaf machine from Jet-Vac.

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- (s) Authorize the City Manager to approve a purchase order for the North Carolina Statewide Vehicle Contract 202100002 in an amount not to exceed \$256,339.44 for the purchase of seven Ford Police Interceptor Utility all-wheel drive vehicles.
  - (t) Authorize the City Manager to approve a purchase order for the North Carolina Statewide IT Procurement in an amount not to exceed \$134,795.80 for the Microsoft Licensing Renewal for FY2022-2023.
  - (u) Authorize the City Manager to approve an open purchase order for the Rowan County Landfill in an amount not to exceed \$442,000 for landfill charges.
  - (v) Authorize the City Manager to approve an open purchase order for Republic Services of North Carolina in an amount not to exceed \$618,000 for curbside recycling.
  - (w) Authorize the City Manager to approve an open purchase order for Henson's Inc. in an amount not to exceed \$126,500 for grinding services.
  - (x) Adopt a Resolution ratifying the updated charter of Centralina Regional Council.
7. Council to receive public comment. ***Speakers who wish to speak via Zoom must sign-up before 5:00 p.m. by contacting Kelly Baker at [kbake@salisburync.gov](mailto:kbake@salisburync.gov).*** Citizens who wish to speak in person can sign-up in Council Chambers. Citizens who are unable to speak during the meeting may submit written comments to the email above and they will be shared with Council.
8. Council to receive an update regarding Diversity, Equity and Inclusion. (*Presenter – Diversity, Equity and Inclusion Director Anne Little*)
9. Council to consider issuing retiring Captain Melonie Thompson her sidearm and badge. (*Presenter – Police Chief Jerry Stokes*)
10. Council to recognize the City of Salisbury for receiving the Charlotte Business Journal 2022 Healthiest Employer of the Greater Charlotte Award for companies with 100 to 499 employees. (*Presenters – Human Resources Director Ruth Kennerly and Human Resources Analyst II Jennifer Silva*)
11. Council to consider renaming the bench located in front of Fuller's Market in memory of Joseph Heilig. (*Presenter – Administrative Services Director Kelly Baker*)
12. Council to consider a Text Amendment of the Land Development Ordinance to amend Chapter 4 Section 4.9 Subdivisions and Infrastructure: (*Presenter – Community Planning Services Director Hannah Jacobson*)
- (a) Receive a presentation from staff
  - (b) Hold a public hearing
  - (c) Issue a statement of Consistency and Statement of Reasonableness, and consider adopting an Ordinance amending the Land Development Ordinance.

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13. Council to consider approval of the City's FY2022-2023 Action Plan and Budget for the use of Community Development Block Grant (CDBG) and HOME Program funds from the U.S. Department of Housing and Urban Development. (*Presenter – Community Planning Services Director Hannah Jacobson*)
14. Council to receive an update for Shay Crossing Phase I. (*Presenter – City Engineer Wendy Brindle*)
15. Council to consider revisions to the Uniform Construction Standards. (*Presenters – Assistant Utilities Director Jason Wilson and Engineer Ashley Webb*)
16. Council to consider entering into funding agreements for the allocation of special project funds. (*Presenter – City Attorney Graham Corriher*)
17. City Attorney's Report
18. City Manager's Report.
19. Council's Comments.
20. Mayor Pro Tem's Comments.
21. Mayor's Announcements and Comments.
  - (a) The second "Cultivating Community Conversations" will be held Thursday, July 28, 2022 at 5:30 p.m. at Cannon Park and the Park Avenue Community Center located at 632 Park Avenue. Residents who serve on the Police Chief's Advisory Board will lead open discussion between police officers and residents. Food will be served.
  - (b) The City of Salisbury, the Salisbury Police Department and the Human Relations Council will host a National Night Out Event and Community Resource Fair on Tuesday, August 2, 2022 beginning at 6:00 p.m. at Bell Tower Green Park. The Community Resource Fair will include a giveaway event providing back packs full of school supplies. There will be food and activities for the entire community. Local resource agencies will also be on hand for the event.
22. Adjourn.





# *City of Salisbury*

*North Carolina*

## **PROCLAMATION**

**WHEREAS**, the National Association of Town Watch (NATW) is sponsoring a unique nationwide crime, drug, and violence prevention program on August 2, 2022 called “National Night Out”; and

**WHEREAS**, the “39th Annual National Night Out” provides a unique opportunity for the City of Salisbury to join forces with thousands of other communities across the country in promoting cooperative, police-community crime prevention efforts; and

**WHEREAS**, our Neighborhood Organizations play a vital role in assisting the Salisbury Police Department through joint crime, drug, and violence prevention efforts in the City of Salisbury and is supporting “National Night Out 2022” locally; and

**WHEREAS**, it is essential that all citizens of the City of Salisbury be aware of the importance of crime prevention programs and the impact that their participation can have on reducing crime, drugs, and violence in the City of Salisbury; and

**WHEREAS**, police-community partnerships, neighborhood safety awareness and cooperation are important themes of the “National Night Out” program.

**NOW, THEREFORE**, I, Karen K. Alexander, Mayor of the City of Salisbury, North Carolina, DO HEREBY PROCLAIM Tuesday, August 2, 2022 as

## **NATIONAL NIGHT OUT**

in Salisbury, and call upon all citizens to join the Salisbury Police Department and the National Association of Town Watch in supporting the “39th Annual National Night Out.”

This the 2nd day of August 2022.

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Karen K. Alexander, Mayor

Salisbury, North Carolina  
June 21, 2022

## **REGULAR MEETING**

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

**ABSENT:** None.

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

## **PLEDGE OF ALLEGIANCE**

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

## **CHANGES TO THE AGENDA**

Mayor Alexander noted the following changes to the Agenda:

- Add:** Council to consider adopting a Resolution of Appreciation honoring William Brian Hiatt
- Add:** Proclamations – Lifestyle Medicine Month – June 2022  
Parks and Recreation Month – July 2022
- Add:** Item 8a – Council to consider adopting a moratorium concerning voluntary annexations.
- Postpone:** Item 6f – Receive the Certificate of Sufficiency for the voluntary annexation of –Tax Map 408 Parcel 011 located at 1215 Peeler Road and adopt a Resolution setting the date of the public hearing for July 19, 2022.

## **ADOPTION OF THE AGENDA**

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

## **RESOLUTION OF APPRECIATION HONORING WILLIAM BRIAN HIATT**

Mayor Alexander asked Council to consider a Resolution of Appreciation honoring Interim City Manager William Brian Hiatt.

Thereupon, Councilmember Post made a **motion** to adopt a Resolution of Appreciation honoring William Brian Hiatt. Mayor Alexander, Mayor Pro Tem Sheffield, Councilmembers McLaughlin, Post, and Smith voted AYE. (5-0)

### **RESOLUTION OF APPRECIATION HONORING WILLIAM BRIAN HIATT.**

(The above Resolution is recorded in full in Resolution Book No. 16 at Page No. 33, and is known as Resolution 2022-25.)

Mayor Alexander read the Resolution and presented a framed copy to Mr. Hiatt. She also presented Mr. Hiatt with a framed Key to the City.

Mr. Hiatt thanked Council and staff for its support during his time as Interim City Manager, and he stated it has been an honor to work for the City. He added with the hiring of new City Manager Jim Greene and the leadership of Council, Salisbury is in great hands.

Mr. Greene thanked Mr. Hiatt for his guidance, support, and most importantly friendship as he transitioned into his role as City Manager.

Council expressed its thanks and appreciation to Mr. Hiatt for his guidance, financial expertise, and for all he has done for the City.

## **PROCLAMATION**

Mayor to proclaim the following observances:

LIFESTYLE MEDICINE MONTH	June 2022
INDEPENDENT RETAILER MONTH	July 2022
PARKS AND RECREATION MONTH	July 2022

## **CONSENT AGENDA**

(a) **Minutes**

Adopt Minutes of the special meeting of June 7, 2022 and regular meeting of June 7, 2022.

(b) **Budget Ordinance Amendment – Fire Department Donations**

Adopt a budget Ordinance amendment to the FY2021-2022 budget in the amount of \$50,000 to appropriate an American Rescue Plan Act donation from Rowan County for the purchase of water rescue equipment for the Fire Department.

ORDINANCE AMENDING THE 2021-2022 BUDGET ORDINANCE OF THE CITY OF SALISBURY, NORTH CAROLINA TO APPROPRIATE FIRE DONATION FUNDS.

(The above Ordinance is recorded in full in Ordinance Book No. 30 at Page No. 118 and is known as Ordinance 2022-42.)

(c) **Budget Ordinance Amendment – Water and Sewer Tap Fees**

Adopt a budget Ordinance amendment to the FY2021-2022 budget in the amount of \$146,643 to appropriate revenues from Water and Sewer tap fees for the Kincaid Road Water and Sewer work project. Council awarded a contract to Triad Land Concepts, LLC at its May 3, 2022 meeting.

ORDINANCE AMENDING THE 2021-2022 BUDGET ORDINANCE OF THE CITY OF SALISBURY, NORTH CAROLINA TO APPROPRIATE ADDITIONAL WATER CONNECTION FEES.

(The above Ordinance is recorded in full in Ordinance Book No. 30 at Page No. 119 and is known as Ordinance 2022-43.)

(d) **Voluntary Annexation – Majolica Road**

Receive the Certificate of Sufficiency for the voluntary annexation of Tax Map 451 Parcel 227 located on Majolica Road and adopt a Resolution setting the date of the public hearing for July 19, 2022.

RESOLUTION SETTING DATE OF PUBLIC HEARING ON QUESTION OF THE ANNEXATION OF TAX MAP 451 PARCEL 227, LOCATED ON MAJOLICA ROAD, PURSUANT TO GENERAL STATUTE 160A-31.

(The above Resolution is recorded in full in Resolution Book No. 16 at Page No. 34-35, and is known as Resolution 2022-26.)

(e) Voluntary Annexation – The Gables Phase 6

Receive the Certificate of Sufficiency for the voluntary annexation of Tax Map 403 Parcel 192, The Gables Phase 6, located off of Faith Road and adopt a Resolution setting the date of the public hearing for July 19, 2022.

RESOLUTION SETTING DATE OF PUBLIC HEARING ON QUESTION OF THE ANNEXATION OF THE GABLES PHASE VI, OFF OF FAITH ROAD, TAX MAP 403 PARCEL 192 PURSUANT TO GENERAL STATUTE 160A-58.1.

(The above Resolution is recorded in full in Resolution Book No. 16 at Page No. 36-37, and is known as Resolution 2022-27.)

(f) Voluntary Annexation – 1215 Peeler Road

Receive the Certificate of Sufficiency for the voluntary annexation of Tax Map 408 Parcel 011 located at 1215 Peeler Road and adopt a Resolution setting the date of the public hearing for July 19, 2022. *This item was postponed.*

(g) Right-of-Way Encroachment – Level 3 Communications

Approve a Right-of-Way encroachment by Level 3 Communications on Corporate Circle adjacent to 650 Julian Road in accordance with Section 11-24(27) of the City Code.

(h) Lash Drive Extension

Accept the extension of Lash Drive to include 190 linear feet of new roadway within existing right-of-way for maintenance and begin the one year warranty period.

(i) Ashton Manor Phase II

Accept the roads within Ashton Manor Phase II for maintenance, adopt an Ordinance to establish stop conditions, and begin the one year warranty period.

ORDINANCE AMENDING SECTION 13-332, ARTICLE X, CHAPTER 13 OF THE CODE OF THE CITY OF SALISBURY, RELATING TO STOP SIGNS.

(The above Ordinance is recorded in full in Ordinance Book No. 30 at Page No. 120 and is known as Ordinance 2022-44.)

(j) Resolution – North Carolina Governor’s Highway Safety Program Grant

Adopt a Resolution approving the acceptance of a North Carolina Governor’s Highway Safety Program grant in the amount of \$25,000 for the Police Department for overtime to enhance traffic enforcement efforts to increase traffic safety.

## NORTH CAROLINA GOVERNOR'S HIGHWAY SAFETY PROGRAM LOCAL GOVERNMENT RESOLUTION.

(The above Resolution is recorded in full in Resolution Book No. 16 at Page No. 38, and is known as Resolution 2022-28.)

### (k) Voluntary Annexation – 1465 Peeler Road

Receive a request for voluntary annexation 42.823 acres on Tax Map 406 Parcel 024 and Tax Map 410 Parcels 003 and 034 located at 1465 Peeler Road, and adopt a Resolution instructing the City Clerk to investigate the sufficiency of the request.

RESOLUTION DIRECTING THE CITY CLERK TO INVESTIGATE A PETITION RECEIVED UNDER G.S. 160A-58.1, FOR VOLUNTARY ANNEXATION OF 42.823 ACRES, LOCATED at 1465 PEELER ROAD AND IDENTIFIED ON TAX MAP 406 AS PARCEL 024, AND TAX MAP 410 AS PARCELS 003 AND 034.

(The above Resolution is recorded in full in Resolution Book No. 16 at Page No. 39, and is known as Resolution 2022-29.)

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

### **PUBLIC COMMENT**

Mayor Alexander opened the floor to receive public comments.

Mr. Gemale Black Salisbury-Rowan NAACP president thanked Council and staff for their continued support and collaboration during the Juneteenth celebration.

Mr. Craig Thomas and Mr. Kendre' Bates expressed concerns regarding the proposed demolition at 1027 West Horah Street. Mr. Thomas and Mr. Bates suggested using the land to renovate housing for low-income and at-risk families.

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

### **ECONOMIC DEVELOPMENT INCENTIVE REQUEST – PROJECT STRONG**

Economic Development Commission (EDC) Vice-President Scott Shelton asked Council to consider approving an economic development incentive request for Project Strong.

Mr. Shelton explained the company behind Project Strong has been an existing employer in Salisbury for several decades and is proposing an expansion. He added as part of the project the company plans to retain current employment levels and create 14 well-paying jobs over three years. He noted the company proposes to acquire and expand an existing vacant facility in Salisbury and will invest approximately \$2.9 million in new construction and equipment.

Mr. Shelton noted the company is pursuing a \$75,000 Rural Building Reuse Grant from the State of North Carolina to aid in the renovations. He stated if approved, the grant would be awarded to the City on behalf of the company, and Salisbury would disburse funds to the company if it meets the contractual job requirements.

Mr. Shelton explained the Building Reuse Grant requires a local match from the municipality, but the City can satisfy the obligation by hiring a grant administrator to oversee the project. He displayed the estimated tax revenue projections for Project Strong, and he stated approximately \$177,000 in new taxes would be paid over the next ten years.

Mayor Alexander convened a public hearing after due notice regarding an economic development incentive request for Project Strong.

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

Thereupon, Councilmember Smith made a **motion** to approve an economic development incentive request for Project Strong consisting of an application to the State of North Carolina for a \$75,000 Rural Building Reuse Grant and hiring a grant administrator for an amount not to exceed \$6,000. Mayor Alexander, Mayor Pro Tem Sheffield, Councilmembers McLaughlin, Post, and Smith voted AYE. (5-0)

**AUTORIZING RESOLUTION BY THE CITY OF SALISBURY FOR THE NORTH CAROLINA DEPARTMENT OF COMMERCE BUILDING REUSE PROGRAM FOR STOUT HEATING AND AIR BUILDING REUSE PROJECT.**

(The above Resolution is recorded in full in Resolution Book No. 16 at Page No. 40, and is known as resolution 2022-30)

### **VOLUNTARY ANNEASTION MORATORIUM**

City Attorney Graham Corriher stated the request before Council is to adopt a temporary moratorium regarding voluntary annexation related to utility connections outside the City limits. He explained Rowan County expressed concerns about the effect of the City's Ordinance requiring property owners outside of the City limits to request annexation before connecting to the City's water and sewer system would have on economic development along the I-85 Corridor.

Mr. Corriher noted when the City enters into annexation agreements with surrounding municipalities, the areas will be removed from the agreement and the City can continue enforcing its Ordinance in those areas. He stated the proposed Ordinance would suspend enforcement of the City's Ordinance for six months or until the City enters into the agreements.

Mr. Corriher indicated some projects were exempt from the agreement so development could proceed. He explained the proposal is a compromise with the County and staff looks forward to working with the other municipalities regarding annexation agreements.

Thereupon, Councilmember Post made a **motion** to adopt an Ordinance establishing a temporary moratorium on annexation pursuant to Section 25-88 of the City Code of Ordinances. Mayor Alexander, Mayor Pro Tem Sheffield, Councilmembers McLaughlin, Post, and Smith voted AYE. (5-0)

**ORDINANCE ESTABLISHING A TEMPORARY MORATORIUM ON ANNEXATION PURSUANT TO SECTION 25-88 OF THE CITY CODE OF ORDINANCES.**

(The above Ordinance is recorded in full in Ordinance Book No. 30 at Page No. 121-122 and is known as Ordinance 2022-45.)

**VOLUNTARY ANNEXATION AND LAND DEVELOPMENT DISTRICT MAP AMENDMENT – PEACH ORCHARD ROAD**

Senior Planner Victoria Bailiff addressed Council regarding the voluntary annexation of 43.1536 acres located on Tax Map 407 and Parcels 099, 112 and 113. She displayed a map of the area, and she pointed out the parcels and their proximity to I-85 and the Rowan County Airport. She explained the proposal is for a satellite annexation and there are public utilities at the site.

Ms. Bailiff stated the petitioner is the Sansone Group and the request is to rezone three parcels located at 735 Peach Orchard Road. She explained the two larger parcels are zoned I-85 Economic Development Corporate Park District and the smaller parcel is zoned Rural Residential (RR). She added the applicant is requesting to rezone the parcels to the City's Light Industrial (LI) zoning. She added the request is for a general rezoning and does not include conditions or site plans. She reviewed permitted uses under LI zoning.

Ms. Bailiff stated the Planning Board held a courtesy hearing on May 24, 2022, and voted unanimously to recommend approval as submitted, and that the proposal is consistent with the Vision 2020 Comprehensive Plan.

Councilmember McLaughlin asked if any concerns were received from the public. Ms. Bailiff noted staff did not receive any comments from the public.

Mayor Alexander convened a public hearing after due notice regarding the proposed voluntary annexation on Peach Orchard Road.

Mr. Brian Straley with the Sansone Group indicated it has been a pleasure to work with the City. He stated a neighborhood meeting was held and concerns were raised regarding how the proposal would affect neighboring property values. Councilmember Post asked if surrounding property values would increase or decrease. Mr. Straley explained the neighbors were trying to understand how a residential zoning next to an industrial zoning would be appraised. He added



some of the neighbors were interested in selling their properties, and he pointed out commercial properties are typically worth more than residential property.

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

Mayor Alexander convened a public hearing after due notice regarding the proposed Land Development District Map Amendment on Peach Orchard Road.

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

Thereupon, Mayor Pro Tem Sheffield made a **motion** to adopt an Ordinance to extend the corporate limits of the City of Salisbury, North Carolina, to include 43.1536 acres, Tax Map 407A Parcels 099,112, and 113, on Peach Orchard Road. Mayor Alexander, Mayor Pro Tem Sheffield, Councilmembers McLaughlin, Post, and Smith voted AYE. (5-0)

ORDINANCE TO EXTEND THE CORPORATE LIMITS OF THE CITY OF SALISBURY, NORTH CAROLINA, TO INCLUDE 43.1536 ACRES, TAX MAP 407A PARCELS 099,112, AND 113, PEACH ORCHARD ROAD.

(The above Ordinance is recorded in full in Ordinance Book No. 30 at Page No. 123-124 and is known as Ordinance 2022-46.)

Mr. McLaughlin stated the City Council hereby finds and determines that adoption of an Ordinance to rezone the properties described herein, as requested, is consistent with the goals, objectives, and policies of the Vision 2020 Comprehensive due to the proposed petition, site characteristics, surrounding development pattern, and observations provided by City planning staff, identifying the policies that support the petition. Thereupon, Councilmember McLaughlin made a **motion** to adopt an Ordinance amending the Land Development District Map of the City of Salisbury, North Carolina, rezoning Tax Map 407A Parcels 099, 112 and 113 from Rowan County Zoning I-85 Economic Development Corporate Park District and Rural Residential to the City of Salisbury Zoning Light Industrial approximately 43.1536 acres upon annexation. Mayor Alexander, Mayor Pro Tem Sheffield, Councilmembers McLaughlin, Post, and Smith voted AYE. (5-0)

ORDINANCE AMENDING THE LAND DEVELOPMENT DISTRICT MAP OF THE CITY OF SALISBURY, NORTH CAROLINA, REZONING APPROXIMATELY TAX MAP 407A PARCELS 099, 112 AND 113 FROM ROWAN COUNTY ZONING I-85 ECONOMIC DEVELOPMENT AND RURAL RESIDENTIAL TO THE CITY OF SALISBURY ZONING LIGHT INDUSTRIAL APPROXIMATELY 43.22 ACRES UPON ANNEXATION.

(The above Ordinance is recorded in full in Ordinance Book No. 30 at Page No. 125 and is known as Ordinance 2022-47.)

## **FY2022-2023 PROPOSED CITY BUDGET**

City Manager Jim Greene, Jr. and Finance Director Wade Furches presented the FY2022-2023 proposed City Budget to Council for its consideration. Mr. Greene noted the process began when Council held its annual Goal Setting Retreat, and a recommended budget was presented in May followed by the required public hearing. He stated the \$93 million budget is balanced and does not include a property tax increase. He added there is a recommendation for a water and sewer rate increase and an increase in the vehicle tax.

Mr. Furches provided information on the Broadband Fund and noted:

- Fibrant was created in 2008
- The City borrowed \$33,560,000 to install optical fiber cable instead of coaxial cables
  - Salisbury became a Gig City, offering upload and download speeds of 1 gigabit per second
- The City partnered with Hotwire Communications in 2018
- Positive cash flow from Hotwire of approximately \$580,000 per year
- FY2022-2023 budget reduces the General Fund transfer by \$245,000
  - 8.3% reduction
- Debt principal has been reduced to \$17.255 million and will be paid off March 2029
- Interfund loan has been reduced from \$7.2 million to \$5.6 million
  - An additional \$300,000 debt payment is proposed in FY2022-2023
- On track to eliminate the deficit fund balance in FY2022-2023

Councilmember Post pointed out before the City entered the agreement with Hotwire it had to cover the debt service payment and the operating loss which has been eliminated. Mayor Alexander pointed out the service was critical for students during the pandemic.

Salisbury-Rowan Utilities Director (SRU) Jim Behmer thanked Council for its support of SRU which serves Salisbury and 10 other municipalities within Rowan County. He reviewed the large capital projects planned for FY2022-2023:

- Replacement of 750kW generator at Town Creek Waste Water Treatment Plant (WWTP) - \$355,000
  - Provides sewer service to Granite Quarry, Rockwell and Faith
- Purchase of new 250 kW portable emergency generator - \$165,000
- Water main capacity upgrades (system-wide) - \$500,000
- Town Creek Access Road Re-Route (East Spencer) - \$500,000
- Grant Creek interceptor rehabilitation - \$250,000
  - Provides service to Landis, China Grove, and portions of Salisbury

Mr. Behmer reviewed system-wide improvements that are being proposed:

- Other system-side sewer line repairs - \$500,000
- Replacement of four floating aerators - \$200,000

- Mill Village lift station rehabilitation in China Grove - \$240,000
- Crane Creek lift station capacity upgrades - \$100,000
  - Provides service to Granite Quarry, Rockwell, and Faith

Mr. Behmer noted large capital expenditures that have been made since 2017:

- Sanitary Sewer Rehabilitation - \$2,400,000
- Peeler Road waterline - \$326,000
- AMI endpoint upgrades - \$1,000,000
- Water treatment plant upgrades - \$7,221,000
- Waste water treatment plant upgrades - \$27,000,000
- 4<sup>th</sup> Street water line replacement (Spencer) - \$660,000
- Crane Creek lift station upgrades - \$1,932,000
- Water treatment plant bypass sedimentation basins - \$848,000
- Modular floating reservoir covers - \$517,000
- Conversion of meters to AMI - \$7,200,000

Mr. Behmer explained SRU reinvests its revenues into the system which helps the utility remain viable. He added an independent financial analysis of the utility system was conducted and it recommended funding the Capital Improvement Plan (CIP) which is included in the budget and reliant upon revenue growth of 2% which can come from new industries, homes, or rate increases.

Mr. Behmer noted the River Pump Station will need to be modified or relocated. He explained the River Pump Station was last modified in the 1960s and is included in the CIP. Mayor Alexander asked about the budget for the project. Mr. Behmer noted the project will cost approximately \$30 million.

Councilmember Post asked about the total investment in SRU. Mr. Behmer noted staff will bring the information back to Council. Mr. Furches estimated the undepreciated fixed assets for the Water and Sewer Fund at approximately \$110 million.

Parks and Recreation Director Nick Aceves reviewed Parks and Recreation budget requests:

- \$41,400 increase in program funding at recreation centers
- Two full-time Recreation Programmers
- Total impact of increased program funding and additional staff - \$142,708
- Restart full-day summer camp and after-school programs
- Continuation of current athletic and mentoring programs
- Bell Tower Green events - \$156,700 for a full year

Mayor Pro Tem Sheffield asked if there is a way to continually evaluate the needs at Bell Tower Green Park to make sure funding is available. Mr. Aceves agreed. Mr. Aceves pointed out the park received a \$25,000 sponsorship from the Tourism Development Authority, and staff will

continue to look for sponsors to continue programs at Bell Tower Green and other Parks and Recreation facilities. Mr. Greene stated staff will evaluate costs and monitor opportunities that become available. He indicated the first year at Bell Tower Green Park will be challenging and he is hopeful there will be opportunities to add funding to parks and recreation services and to the Bell Tower Green Park. Mayor Alexander pointed out the community is very gracious, and she asked about grants from outside the community. Mr. Aceves noted staff is constantly looking for grants.

Public Works Director Craig Powers provided an update on the resurfacing program:

- Prices for asphalt material have risen 40% since last year and could continue to increase
- 8.4% increase in the Consumer Price Index will affect installation costs
- The City has budgeted approximately \$500,000 for street resurfacing in the past which resulted in approximately seven lanes miles resurfaced annually
- Resurfacing one lane mile is equivalent to paving six city blocks that are two lanes wide
  - An example of one lane mile would be Horah Street from Main Street to Craige Street with one and one-half inch surface

Mr. Powers reviewed the vehicle tax:

- No increase in vehicle tax would equal approximately \$500,000
- \$10 increase would equal approximately \$600,000
  - \$100,000 for resurfacing and \$20,000 for other street-related expenses
- \$20 increase would equal approximately \$720,000
  - Additional \$120,000 would be used for resurfacing
- \$120,000 should resurface approximately 1.5 extra lane miles or approximately 9 city blocks

Mr. Powers pointed out if the vehicle tax is increased to \$20 there will still be a reduction in street paving due to inflation. Mayor Alexander asked how many lane miles are in the City. Mr. Powers stated the City has 346 lane miles, and he pointed out if the vehicle tax was increased to \$30 it would take between 30 and 40 years to resurface all of the City's lane miles. He added:

- Residential streets need to be resurfaced every 30 years with thoroughfares needing to be resurfaced every 15 to 20 years depending on truck traffic
- A consulting engineering firm is performing a pavement condition survey
  - The last pavement condition survey was conducted in 2008
  - The survey will provide valuable information on resurfacing, treatment options and funding needs
  - Survey should be completed fall 2022 and data will be brought to Council

Councilmember Post noted increasing the vehicle tax to \$30 would provide 8.99 lane miles at current pricing, and it would take approximately 40 years to resurface all the streets in the City.

Mayor Alexander clarified citizens are paying a \$10 vehicle tax annually that is allocated toward street paving. Mr. Furches explained half of the \$10 vehicle tax is for the street division and the other half is for transit. He added if Council increases the vehicle tax the additional revenue will be used for the Street Department. Mr. Powers explained the City also receives Powell Bill funding to supplement street paving.

Mr. Greene thanked staff for all it has done to present a balanced budget that provides efficient services, stretches the funding and works to address Council priorities.

Thereupon, Councilmember Post made a **motion** to adopt the Budget Ordinance of the City for the fiscal year beginning July 1, 2022 and ending June 30, 2023 including a \$30 adjustment to the vehicle tax. Mayor Alexander, Mayor Pro Tem Sheffield, Councilmembers McLaughlin, Post, and Smith voted AYE. (5-0)

BUDGET ORDINANCE OF THE CITY FOR THE FISCAL YEAR BEGINNING JULY 1, 2022 AND ENDING JUNE 30, 2023.

(The above Ordinance is recorded in full in Ordinance Book No. 30 at Page No. 126-143 and is known as Ordinance 2022-48.)

### **CONTRACT – FEDERAL LOBBYING SERVICES**

Administrative Services Director Kelly Baker addressed Council regarding the renewal of a contract with Strategies Consulting for federal lobbying services beginning August 1, 2022. She noted the City has worked with Strategies Consulting for several years and the relationship has proven to be successful. She pointed out the City has received approximately \$2.5 million in grants since working with Strategies, who also helped the City develop relationships with its congressional delegation, their staff, and federal agencies.

Ms. Baker noted Strategies Consulting helped the City develop and update its Federal Action Plan. She stated the contract will expire on July 31, 2022 and staff requests Council consider renewing the contract for two years. She explained the City currently pays \$48,000 per year for consulting services, and the fee would increase to \$60,000, which is the industry standard. She added the cost would be split between the General Fund and the Water and Sewer Fund.

Thereupon, Councilmember Post made a **motion** to renew a contract with Strategies Consulting for two years in the amount of \$60,000 annually for federal lobbying services beginning August 1, 2022. Mayor Alexander, Mayor Pro Tem Sheffield, Councilmembers McLaughlin, Post, and Smith voted AYE. (5-0)

## **PROPOSED DEMOLITIONS**

Code Services Manager Michael Cotilla provided an update on demolitions in the City. He explained a list of vacant, dilapidated, and abandoned structures was compiled last summer after the previous year's demolitions were completed. He indicated the finalized list is provided to City Attorney Graham Corriher for an extensive title search. He added the case work begins once all parties of interest are identified. He noted all parties are notified by order of compliance, minimal housing public hearing notices are posted, public hearings are held to discuss housing conditions, and intent to repair notices are issued at the end of the hearings.

Mr. Cotilla pointed out:

- 25 properties were cited for minimum housing type violations
- Three structures have been demolished by Code Services under abatement
- Four structures were demolished by the property owners after being cited for minimum housing violations
- One structure is under a 120-day Historic Preservation Commission (HPC) demolition delay that will expire in July
- Two properties were sold after being issued an order of compliance for minimum housing violations
- Five structures are compliant and the cases were closed
- Three structures are under renovation and expected to be compliant with the minimum housing ordinance within 90 days
- Three property owners were granted extensions due to a significant amount of work been completed
- Four structures are being presented to Council for demolition
- 22 additional structures have been identified as potential demolitions for FY2022-2023

Mayor Alexander thanked Mr. Cotilla for the update. She pointed out citizens complain about houses that are not maintained or have hazardous conditions. Mr. Cotilla noted the demolition list is generated from citizen complaints, calls to the Salisbury Police Department, and during routine patrols by Code Services.

Mr. Cotilla pointed out the property at 1027 West Horah Street was inspected on February 1, 2022 and an order of compliance was issued. He added the structure was posted with public hearing notices and ads ran in the Salisbury Post on February 2, 2022 and again on May 10, 2022 with public hearing dates of February 16, 2022 and May 31, 2022. He indicated no heirs or property owners attended the public hearings, and he noted the 90-day compliance date was May 16, 2022. He provided pictures of the property, and he explained the windows are boarded up, a significant structural support has collapsed in the crawl space and a main support beam has failed.

Mr. Cotilla explained the property at 425 Messner Street was inspected on February 1, 2022 and an order of compliance was issued. He pointed out the structure was posted with public hearing notices and ads ran in the Salisbury Post on February 2, 2022 and again on May 10, 2022 with public hearing dates of February 16, 2022 and May 31, 2022. He indicated no heirs or property owners attended the public hearings and the 90-day compliance date was May 16, 2022.

Mr. Cotilla provided pictures of the property, and he explained the property is maintained by the City with mowing and removal of trash or debris.

Mr. Cotilla pointed out the property at 623 Forney Street was inspected on February 1, 2022 and an order of compliance was issued. He pointed out the structure was posted with public hearing notices and ads ran in the Salisbury Post on February 2, 2022 and again on May 10, 2022 with public hearing dates of February 16, 2022 and May 31, 2022. He indicated no heirs or property owners attended the public hearings, and he noted the 90-day compliance date was May 16, 2022. He provided pictures of the property, and he pointed out the property is also maintained by the City with mowing and removal of trash and debris. He added the property was boarded up in 2019 and has been re-boarded four times since.

Mr. Cotilla explained the property at 318 Vanderford Street was inspected on February 1, 2022 and an order of compliance was issued. He pointed out the structure was posted with public hearing notices and ads ran in the Salisbury Post on February 2, 2022 and again on May 10, 2022 with public hearing dates of February 16, 2022 and May 31, 2022. He indicated no heirs or property owners attended the public hearings, and he noted the 90-day compliance date was May 16, 2022. He provided pictures of the property, and he added the back portion of the structure has overgrowth, a large hole in the structure since at 2018, and further structural damage.

Councilmember McLaughlin asked about the process for an extension. Mr. Cotilla explained a significant amount of work has to be completed within 90 days from the time Code Services meets with the property owner in order to bring the property up to minimal housing code regarding siding, windows, doors, roof, power and water. He added if the property is halfway to compliant an extension would be granted.

Mayor Pro Tem Sheffield noted the property at 1027 Horah Street has an interested person who is not an heir, and she asked what steps can be taken before demolition. City Attorney Graham Corriher noted Council has the authority is to demolish the structure or deny the demolition. He added the interested person would have to obtain title to the property.

Councilmember McLaughlin asked about the City's involvement since there are no heirs. Mr. Cotilla noted after the demolition the City will place a lien on the property for the cost of the demolition not including administration fees, civil citations, or other charges. Mr. McLaughlin asked if the public could show interest in the property following demolition. Mr. Cotilla noted if someone finds an heir to sell the property to them, then the lien would have to be paid in order for the title to be transferred and the back taxes would have to be paid to the County.

Mayor Pro Tem Sheffield asked about giving Mr. Thomas and Mr. Bates extra time before the demolition takes place. Mr. Cotilla indicated he shared the demolition list with Mr. Thomas and this property has been on the list since last fall. Councilmember McLaughlin explained he has had a number of individuals ask about the property.

Mayor Alexander asked if the Community Development Corporation (CDC) has an interest in the property. Mr. Cotilla stated he shared the list with the CDC and it did not express an interest.

Councilmember Smith asked if there have been significant complaints regarding 1027 West Horah Street. Mr. Cotilla commented there have not been significant complaints besides the adjacent neighbors expressing their concerns. He indicated complaints regarding the other proposed demolitions have occurred.

Councilmember Sheffield proposed Council pull the proposed demolition at 1027 West Horah Street and offer an extension. City Manager Jim Greene, Jr. suggested a 90-day extension due to the heir research needed for this property and for Council to move forward with the other demolitions. Mr. Cotilla agreed 90 days would be an adequate extension and following the 90 days the property will be demolished if no one comes forward. He added if someone comes forward that person will receive another 90 days to bring the property into compliance.

Thereupon, Mayor Pro Tem Sheffield made a **motion** adopt an Ordinance to order the demolition of a dwelling unit unfit for human habitation located at 318 Vanderford Street in the City of Salisbury, North Carolina. Mayor Alexander, Mayor Pro Tem Sheffield, Councilmembers McLaughlin, Post, and Smith voted AYE. (5-0)

ORDINANCE TO ORDER THE DEMOLITION OF A DWELLING UNIT UNFIT FOR HUMAN HABITATION LOCATED AT 318 VANDERFORD STREET IN THE CITY OF SALISBURY, NORTH CAROLINA.

(The above Ordinance is recorded in full in Ordinance Book No. 30 at Page No. 144-145 and is known as Ordinance 2022-49.)

Thereupon, Mayor Pro Tem Sheffield made a **motion** adopt an Ordinance to order the demolition of a dwelling unit unfit for human habitation located at 425 Messner Street in the City of Salisbury, North Carolina. Mayor Alexander, Mayor Pro Tem Sheffield, Councilmembers McLaughlin, Post, and Smith voted AYE. (5-0)

ORDINANCE TO ORDER THE DEMOLITION OF A DWELLING UNIT UNFIT FOR HUMAN HABITATION LOCATED AT 425 MESSNER STREET IN THE CITY OF SALISBURY, NORTH CAROLINA.

(The above Ordinance is recorded in full in Ordinance Book No. 30 at Page No. 146-147 and is known as Ordinance 2022-50.)

Thereupon, Mayor Pro Tem Sheffield made a **motion** adopt an Ordinance to order the demolition of a dwelling unit unfit for human habitation located at 623 Forney Street in the City of Salisbury, North Carolina. Mayor Alexander, Mayor Pro Tem Sheffield, Councilmembers McLaughlin, Post, and Smith voted AYE. (5-0)

ORDINANCE TO ORDER THE DEMOLITION OF A DWELLING UNIT UNFIT FOR HUMAN HABITATION LOCATED AT 623 FORNEY STREET IN THE CITY OF SALISBURY, NORTH CAROLINA.



(The above Ordinance is recorded in full in Ordinance Book No. 30 at Page No. 148-149 and is known as Ordinance 2022-51.)

Thereupon, Mayor Pro Tem Sheffield made a motion adopt an Ordinance to order the demolition of a dwelling unit unfit for human habitation located at 1027 West Horah Street in the City of Salisbury, North Carolina after 90 days from adoption. Mayor Alexander, Mayor Pro Tem Sheffield, Councilmembers McLaughlin, Post, and Smith voted AYE. (5-0)

ORDINANCE TO ORDER THE DEMOLITION OF A DWELLING UNIT UNFIT FOR HUMAN HABITATION LOCATED AT 1027 WEST HORAH STREET IN THE CITY OF SALISBURY, NORTH CAROLINA.

(The above Ordinance is recorded in full in Ordinance Book No. 30 at Page No. 150-151 and is known as Ordinance 2022-52.)

### **FY2022-2023 ACTION PLAN AND BUDGET FOR COMMUNITY DEVELOPMENT BLOCK GRANT AND HOME PROGRAM FUNDS**

Planning Director Hannah Jacobson presented the proposed draft of the FY2022-2023 Action Plan and Budget for the use of the Community Development Block Grant (CDBG) and HOME Program funds. She noted the City receives funding each year from the U.S. Housing and Urban Development Office (HUD) to improve neighborhoods and expand housing opportunities primarily to benefit low and moderate income individuals and families. She pointed out the City will receive \$514,920 in CDBG and HOME Program funds.

Ms. Jacobson noted every five years the City conducts a five year consolidated plan that looks at community needs and determines local priorities. She explained the Consolidated Plan goals adopted in 2020 include:

- Increase supply of decent and affordable housing
- Improve public facilities and infrastructure (West End Community Garden)
- Provide opportunities for home ownership
- Provide assistance to public service agencies
- Affirmatively further fair housing
- Effectively plan and administer programs

Ms. Jacobson pointed out the planning and implementation framework includes the five year strategic goals of the Consolidation Plan, adoption of an Action Plan and Budget to further the goals, and identifying sub-recipient activities.

Ms. Jacobson presented information regarding programs proposed to be funded with the CDBG and HOME Program funds. She provided an overview of the proposed CDBG and HOME Program budget, and she explained the proposed funding amounts of each program:

- Owner-Occupied Rehabilitation Program - \$149,706.60

- New Single Family Construction Program - \$132,611
- Down Payment Assistance Program - \$60,000
- West End Community Garden - \$45,000
- Park Avenue Loan Payment - \$14,395
- Support for Public Service Agencies - \$43,500
- Program Administration and Fair Housing Activities – \$69,657
  - \$58,150 from CDBG funds
  - \$11,557 from HOME Program funds

Ms. Jacobson pointed out July 13, 2022 is the last day for the public review and comment period, and the Action Plan and Budget will be presented to Council at its July 19, 2022 meeting for its consideration. She added if approved, the proposal will be submitted to HUD on July 20, 2022.

Councilmember Post asked about fair housing education for the public. Ms. Jacobson indicated staff is working to secure grant funding for fair housing education and outreach. Mr. Post suggested tenant rights education also be provided to the public.

## **CITY ATTORNEY'S REPORT**

### **Annexation Agreement with East Spencer**

City Attorney Graham Corriher addressed Council regarding an annexation agreement with East Spencer. He explained a Special Meeting has been called for June 29, 2022, and Council does not need to take action at this time.

Mr. Corriher pointed out the parcel in question is contiguous to the City of Salisbury, but it is within the Town of East Spencer's Extra Territorial Jurisdiction (ETJ). He explained the proposed agreement would give East Spencer permission to annex the parcel, but it is more economical to serve the area with Salisbury-Rowan Utilities (SRU). He indicated:

- Salisbury agrees that East Spencer can annex the parcel
- East Spencer agrees that SRU will serve those customers
  - Remaining municipal services would be provided by East Spencer

Mr. Corriher stated the proposed annexation agreement will be the only Agenda item for the June 29, 2022 meeting. He noted if both municipalities approve the agreement the developer will purchase the property and proceed with development.

Councilmember Smith clarified the agreement is between East Spencer and the City of Salisbury.

Mayor Pro Tem Sheffield asked about the approval process. Mr. Corriher explained both municipalities must approve the agreement before it is effective. Mayor Alexander indicated the agreement has been reviewed and approved by East Spencer's attorney. Mr. Corriher agreed.

## **CITY MANAGER'S REPORT**

City Manager Jim Greene, Jr. had no report for Council.

## **COUNCIL COMMENTS**

Councilmember Smith thanked NAACP President Gemale Black, the Salisbury Rowan-NAACP, and staff for its work during the Juneteenth celebration. He noted citizens felt the community come together with a successful event by being welcoming and inclusive as Juneteenth was celebrated.

Councilmember McLaughlin pointed out the Juneteenth and Cheerwine events were impressive with the community and staff participation, and he looks forward to the next event.

Councilmember Post commended Finance Director Wade Furches regarding the budget presentation and staff collaboration. He thanked Interim City Manager Brian Hiatt for his work to prepare the budget.

Councilmember Post suggested Council consider a logo for the City like other municipalities in Rowan County use instead of using the City seal. Councilmember Smith agreed. Mayor Alexander commented she spoke with Communications Director Linda McElroy about the possibility of creating a logo, however it will be a process and would require a budget. City Manager Jim Greene, Jr. agreed, and he suggested Council discuss the logo at a later date, possibly at the next Council Retreat, so there is an opportunity to evaluate ideas and for public engagement.

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

Mayor Pro Tem Sheffield commented the Juneteenth celebration was a great community event. She added it was great for the City to recognize Juneteenth as a holiday which sends a message of the community learning about the history of all. She pointed out she is very proud of everyone who worked to make the event a success.

Mayor Pro Tem Sheffield stated the Salisbury Pride Festival will take place Saturday, June 25, 2022 from 11:00 a.m. until 5:00 p.m. at the Bell Tower Green Park.

Mayor Pro Tem Sheffield pointed out difficult decisions have to be made regarding the budget especially with any anticipated increase in fees, but she noted she is proud of staff for its hard work and also Interim City Manager Brian Hiatt and new City Manager Jim Greene, Jr. She congratulated Finance Director Wade Furches on his first budget completed as the Finance Director, and she thanked staff for all it does for the City.

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

Mayor Alexander thanked Council for presenting the Juneteenth Proclamation with her at the Juneteenth celebration at the Bell Tower Green Park. She indicated the community appreciated Council being there together. She also thanked staff for its hard work for the event.

(a) **2022 Salisbury Citizen's Academy**

Mayor Alexander announced applications are now being accepted for the 2022 Salisbury Citizen's Academy. The academy is a 10-week program that meets each Thursday evening from 5:30 p.m. until 8:30 p.m. beginning September 8, 2022. Applications are available online at [salisburync.gov/citizensacademy](http://salisburync.gov/citizensacademy) or by contacting Kelly Baker at [kbake@salisburync.gov](mailto:kbake@salisburync.gov). All applications must be received by July 15.

(b) **Krazy Klearance**

Mayor Alexander announced Downtown Salisbury Inc., in partnership with the Salisbury Post, presents Krazy Klearance in downtown Salisbury July 13 through 16, 2022. Shoppers can register to win \$100 in Krazy Klearance bucks at participating businesses. For more information visit [www.downtownsalisburync.com](http://www.downtownsalisburync.com).

(C) **Salisbury Pride Festival**

Mayor Alexander announced the Salisbury Pride Festival will take place Saturday, June 25, 2022 at the Bell Tower Green Park.

## **ADJOURNMENT**

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

The meeting was adjourned at 8:37 p.m.

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Karen Alexander, Mayor

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Kelly Baker, City Clerk

Salisbury, North Carolina  
June 29, 2022

## **SPECIAL MEETING**

**PRESENT:** Mayor Karen Alexander, Mayor Pro Tem Tamara Sheffield (via Zoom), Council Members Harry McLaughlin, David Post, and Anthony Smith; City Manager Jim Greene, Jr., and City Clerk Kelly Baker.

**ABSENT:** City Attorney Graham Corriher.

Mayor Karen Alexander and members of City Council met in a Special session at the City Hall located at 217 South Main Street. The meeting began at 6:30 p.m.

## **ADOPTION OF THE AGENDA**

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

## **ANNEXATION AGREEMENT – EAST SPENCER**

City Manager Jim Greene, Jr. referenced an annexation agreement with the Town of East Spencer. He noted City Attorney Graham Corriher shared the proposed ordinance with Council at its June 21, 2022 meeting. Mr. Greene explained Salisbury and East Spencer representatives have been working on this agreement for several weeks, and it will allow East Spencer to annex approximately 129 acres located in East Spencer's Extraterritorial Jurisdiction (ETJ). He stated the property is contiguous with the Salisbury's city limits, and state statutes require approval by both Salisbury and East Spencer. He pointed out Salisbury has agreed to provide utility service, but the Town of East Spencer will be required to provide all other city services.

Mayor Alexander convened a public hearing after due notice regarding the proposed annexation agreement with the Town of East Spencer.

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

Thereupon, Councilmember McLaughlin made a motion to adopt an Ordinance approving an annexation agreement between the Town of East Spencer, North Carolina and the City of Salisbury, North Carolina. Mayor Alexander, Mayor Pro Tem Sheffield, Councilmembers McLaughlin, Post, and Smith voted AYE. (5-0)

AN ORDINANCE APPROVING AN ANNEXATION AGREEMENT BETWEEN THE TOWN OF EAST SPENCER, NORTH CAROLIN, AND THE CITY OF SALISBURY, NORTH CAROLINA.

(The above Ordinance is recorded in full in Ordinance Book No. 30 at Page No. 152-157 and is known as Ordinance 2022-53.)

**ADJOURN**

Motion to adjourn the meeting was made by Councilmember Post. Mayor Alexander, Mayor Pro Tem Sheffield and Councilmembers McLaughlin, Post and Smith voted AYE. (5-0). The meeting was adjourned at 6:38 p.m.

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Karen Alexander, Mayor

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Kelly Baker, City Clerk

# Salisbury City Council Agenda Item Request Form



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

Requested Council Meeting Date: July 19, 2022

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

Name of Presenter(s): N/A

Requested Agenda Item: Voluntary Annexation Request – 770 Earnhardt Rd

## Description of Requested Agenda Item:

The Engineering Department has received a petition from LC3 Consulting to annex approximately 65.276 acres, located at 770 Earnhardt Road and identified on Rowan County Tax Map 058 as Parcel 089. In accordance with State Statutes, the annexation request will be discussed at three Council meetings. At the first meeting, Council will receive the request and adopt a resolution instructing the City Clerk to investigate the sufficiency of the request. At the second meeting, staff will certify the statutory requirements have been met, and Council will set a public hearing date. At the third meeting, Council will hold a public hearing and vote on the annexation.

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)*

Fiscal impact is unknown at this time. This will be investigated and included in future Council correspondence.

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

City Council to receive the request for the voluntary annexation of Tax Map 058 Parcel 089, located at 770 Earnhardt Road, and adopt a resolution instructing the City Clerk to investigate the sufficiency of the request.

## Contact Information for Group or Individual:

Wendy Brindle, City Engineer  
704-638-5201/wbrin@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\*\*\*\***

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

☐

**Approved**

☐

**Declined**

**Reason:**



**RESOLUTION DIRECTING THE CITY CLERK TO INVESTIGATE A PETITION  
RECEIVED UNDER G.S. 160A-31, FOR VOLUNTARY ANNEXATION OF TAX MAP  
058 PARCEL 089, 65.276 ACRES LOCATED AT 770 EARNHARDT ROAD.**

WHEREAS, a petition requesting annexation of an area described in said petition has been received on July 19, 2022 by the City Council; and

WHEREAS, G.S. 160A-31 provides that the sufficiency of the petition shall be investigated by the City Clerk before further annexation proceedings may take place; and

WHEREAS, the City Council of the City of Salisbury deems it advisable to proceed in response to this request for annexation;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Salisbury:

That the City Clerk is hereby directed to investigate the sufficiency of the above described petition and to certify as soon as possible to the City Council the result of that investigation.

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Karen K. Alexander, Mayor

ATTEST:

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Kelly Baker, City Clerk

GENERAL NOTES:  
• AREA DETERMINED BY COORDINATE GEOMETRY METHOD.  
• SUBJECT PROPERTY DESCRIPTION RECORDED IN DEED BOOK 347 PAGE 471 & DEED BOOK 368 PAGE 255.  
• THIS SURVEY WAS COMPLETED WITHOUT THE BENEFIT OF A TITLE REPORT.  
• PROPERTY SUBJECT TO ALL EASEMENTS, RIGHT OF WAYS, SETBACKS AND/OR RESTRICTIVE COVENANTS NOT SHOWN HEREON.  
• ALL DISTANCES ARE HORIZONTAL GROUND DISTANCES IN US SURVEY FEET.  
• A PORTION OF THE SUBJECT PROPERTY DOES LIE IN A FEMA DESIGNATED 100 YEAR FLOOD ZONE, (FIRM NO. 3710567900J, EFFECTIVE AS OF 8/16/2009).  
• THERE ARE NO RECOVERABLE NC GEODETIC MONUMENTS WITHIN 2000'.  
• ALL PROPERTY OWNERS CONSIDERED NOW OR FORMERLY.  
• BOUNDARY SURVEY ONLY FOR ACQUISITION, OTHER IMPROVEMENTS EXIST BUT ARE NOT SHOWN ON THIS SURVEY.

CERTIFICATE OF SURVEY AND ACCURACY

I, MICHAEL P. McMURRAY, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (DEED DESCRIPTION RECORDED IN: REFERENCES AS SHOWN); THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND IN (REFERENCES AS SHOWN); THAT THE RATIO OF PRECISION AS CALCULATED MEETS OR EXCEEDS 1:10,000; THAT A GLOBAL POSITIONING SYSTEM (GPS) SURVEY WAS PERFORMED UNDER MY SUPERVISION AND THE FOLLOWING INFORMATION WAS USED TO PERFORM THE GPS SURVEY:

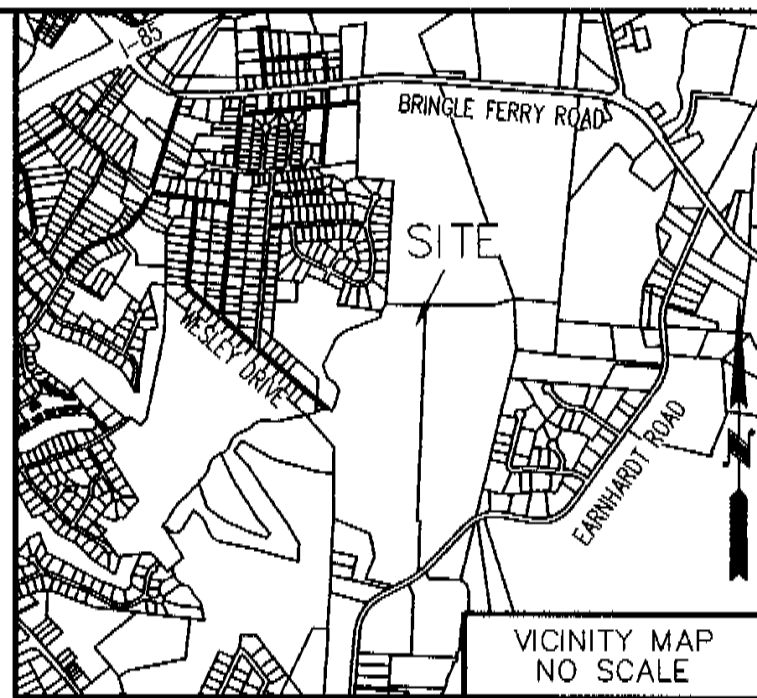
1. CLASS OF SURVEY: A
2. POSITIONAL ACCURACY: <0.10'
3. TYPE OF GPS SURVEY PROCEDURE: RTK WITH CARLSON BRX-7 RECEIVERS
4. DATES OF SURVEY: 11-09-21 THROUGH 11-23-21
5. DATUM/EPOCH: NAD 83/2011
6. PUBLISHED/FIXED-CONTROL: NC RTN (CORS NETWORK)
7. GEOD MODEL: GEOD18
8. COMBINED GRID FACTOR: 0.99986999
9. UNITS: U.S. SURVEY FEET

THAT PER G.S. 47-30(J) THE PROVISIONS OF G.S. 47-30 SHALL NOT APPLY TO BOUNDARY PLATS OF AREAS ANNEXED BY MUNICIPALITIES NOR TO PLATS OF MUNICIPAL BOUNDARIES, WHETHER OR NOT REQUIRED BY LAW TO BE RECORDED IN NORTH CAROLINA.

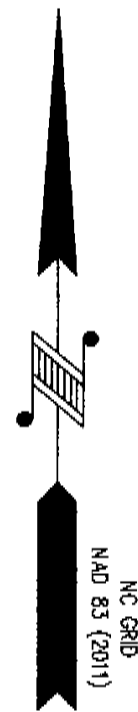
WITNESS MY ORIGINAL SIGNATURE, LICENSE NUMBER AND SEAL THIS 19TH DAY OF MAY, A.D., 2022.

Michael P. McMurray  
PROFESSIONAL LAND SURVEYOR

L-4880  
LICENSE NUMBER



LINE TABLE		
LINE	BEARING	DISTANCE
L1	RESERVED	
L2	RESERVED	
L3	RESERVED	
L4	S22°28'17"W	35.28
L5	N80°40'51"E	18.57
L6	N71°41'53"E	66.57
L7	N65°12'43"E	142.04
L8	S87°05'15"E	85.09
L9	N26°12'46"E	53.69
L10	N20°50'52"E	163.10
L11	N02°54'06"W	44.30
L12	N24°08'48"W	68.74
L13	N51°33'44"W	74.63
L14	N65°30'46"W	48.93
L15	N26°16'03"W	87.43
L16	N12°59'54"W	74.51
L17	N18°30'11"E	36.17
L18	N57°53'07"E	61.19
L19	N16°16'52"E	124.74
L20	N21°09'22"E	95.59
L21	N40°53'12"E	98.18
L22	N56°31'05"E	105.30
L23	N88°54'13"E	99.30
L24	N75°52'24"E	52.64
L25	N44°42'44"E	127.86
L26	N70°09'10"E	181.40
L27	N07°45'36"W	74.18
L28	N81°39'44"W	119.42
L29	N81°29'37"W	170.04
L30	N32°33'47"E	18.15
L31	N32°33'47"E	63.02
L32	N03°44'32"E	145.39
L33	S48°38'19"E	19.64
L34	S14°05'43"E	35.40
L35	N03°03'03"E	149.59
L36	N02°46'03"E	130.27
L37	S79°23'45"E	1.37
L38	S75°28'09"E	44.86
L39	N61°52'26"E	115.25
L40	RESERVED	



PID: 058 089  
PIN: 5679-01-35-1101  
ALEXANDER HELEN EAKINS HEIRS  
DEED BOOK 347 - 471, 368 - 255, 570 - 229, & 574 - 181

63.108 Acres Total  
2,748,964 square feet

2,744,926 sf. - 63.015 Acres Outside of Earnhardt Road right of way  
4,098 sf. - 0.094 Acre in Earnhardt Road right of way

PID: 058 090  
PIN: 5679-01-45-1837  
JOHN DAVID DALTON  
& DENISE WHITAKER DALTON  
DEED REF: 1172 / 208

PID: 058 324  
PIN: 5679-03-14-7206  
CORBIN HILLS GOLF CLUB INC  
DEED REF: 1130 / 647

PID: 058 088  
PIN: 5679-03-13-2173  
B & C LAND FARMING LLC  
DEED REF: 1263 / 810  
TRACT 1

PID: 058 538  
PIN: 5679-03-23-9615  
GREGORY SCOTT ALEXANDER  
DEED REF: 1189 / 822  
PLAT PAGE: 7134

PID: 058 543  
PIN: 5679-03-33-4852  
ALEXANDER HELEN EAKINS HEIRS  
DEED BOOK 347 - 471  
PLAT PAGE: 10028

PIN: 5679-01-35-1101  
ALEXANDER HELEN EAKINS HEIRS  
DEED REF: DC 69 / 905

PID: 067 057  
PIN: 5679-03-32-8914  
GARY LEE FINK & LISA FINK  
DEED REF: 1383 / 595

PID: 067 050  
PIN: 5679-03-32-2833  
CYNTHIA B. LEFORD & BILLY G. LEFORD  
DEED REF: 1358 / 554

CERTIFICATE OF ANNEXATION

Area annexed into the corporate limits of the City of Salisbury, NC, by Ordinance Number \_\_\_\_\_ adopted by the City Council on \_\_\_\_\_ with an effective date of \_\_\_\_\_. I hereby certify that this plat has been approved for recording in the Register of Deeds in Rowan County.

MAYOR \_\_\_\_\_ DATE \_\_\_\_\_

REVIEW OFFICER CERTIFICATION

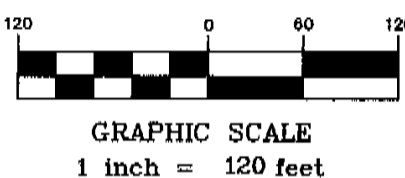
STATE OF NORTH CAROLINA, ROWAN COUNTY

I, \_\_\_\_\_ REVIEW OFFICER OF ROWAN COUNTY, CERTIFY THAT THE MAP OR PLAT TO WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.

REVIEW OFFICER \_\_\_\_\_ DATE \_\_\_\_\_

LINETYPE LEGEND:

LINE SURVEYED	—————
LINE NOT SURVEYED	- - - - -
EXISTING CITY LIMITS	- . - . -
OLD PROPERTY LINE	_____



CONTIGUOUS ANNEXATION PLAT

PROPERTY OF  
HELEN EAKINS ALEXANDER HEIRS  
DEED BOOK/PAGE: 347/471, 368/255, 570/229, & 574/181  
LOCATED NEXT TO  
770 EARNHARDT ROAD  
SALISBURY TOWNSHIP, ROWAN COUNTY, NORTH CAROLINA

PREPARED FOR: FAIRVIEW DEVELOPERS

MCMURRAY LAND SURVEYING, INC. C-3906  
MICHAEL P. MCMURRAY, NCPLS L-4880  
318 E. OLD HIGHWAY 74, MONROE, N.C.  
mcmurraypls@gmail.com  
704-254-2736

Date: \_\_\_\_\_



# PETITION REQUESTING VOLUNTARY ANNEXATION FOR \_\_\_\_\_

We the undersigned owners of real property respectfully request that the area described on the attached documents be annexed into the City of Salisbury. By signing this petition, we understand that the following conditions are the responsibility of the petitioners. Failure to meet the conditions may delay or invalidate the request:

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  - c) No subdivision, as defined in GS 160A-376, will be fragmented by the proposed annexation.
4. Upon the effective date of annexation and thereafter, the described citizens and property shall be subject to municipal taxes and to all debts, laws, ordinances and regulations in force in the City of Salisbury and shall be entitled to the same privileges and benefits as other citizens and property in the City of Salisbury.

Property Identification (tax number or street address)	Printed Name (and title if business entity)	Signature	Owner's Address
TM _____ PCL _____	Gregory Alexander	<div>Authentisign</div> <div>Gregory Alexander</div> <div>12/9/2021 8:59:27 PM EST</div>	730 Earnhardt Rd Salisbury, NC 28144
TM _____ PCL _____	Deborah Alexander	<div>Authentisign</div> <div>Deborah Alexander</div> <div>12/9/2021 8:58:41 PM EST</div>	730 Earnhardt Rd Salisbury, NC 28144
TM _____ PCL _____			
TM _____ PCL _____			

(Attach additional petition forms if needed)

Form Revised 2-08

Contact Person \_\_\_\_\_ Telephone Number \_\_\_\_\_

## For Office Use Only:

Total number of parcels \_\_\_\_\_ Number Signed \_\_\_\_\_ % Signed \_\_\_\_\_ Date Returned \_\_\_\_\_  
 Contiguous per GS 160A-31 \_\_\_\_\_ or Non-contiguous "satellite" per GS 160A-58 \_\_\_\_\_ (check one)

CITY OF SALISBURY

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



Date: \_\_\_\_\_



# **PETITION REQUESTING VOLUNTARY ANNEXATION FOR \_\_\_\_\_**

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Property Identification (tax number or street address)	Printed Name (and title if business entity)	Signature	Owner's Address
TM _____ PCL _____	<b>Tina E Davis</b>	 12/17/2021 8:31:35 AM EST	770 Earnhardt Rd
TM _____ PCL _____			Salisbury, NC 28144
TM _____ PCL _____	<b>Jeremy Davis</b>	 12/17/2021 8:38:44 AM EST	770 Earnhardt Rd
TM _____ PCL _____			Salisbury, NC 28144
TM _____ PCL _____			

(Attach additional petition forms if needed)

Form Revised 2-08

Contact Person \_\_\_\_\_ Telephone Number \_\_\_\_\_

**For Office Use Only:**

Total number of parcels \_\_\_\_\_ Number Signed \_\_\_\_\_ % Signed \_\_\_\_\_ Date Returned \_\_\_\_\_  
 Contiguous per GS 160A-31 \_\_\_\_\_ or Non-contiguous "satellite" per GS 160A-58 \_\_\_\_\_ (check one)

**CITY OF SALISBURY**

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

Date: \_\_\_\_\_



## PETITION REQUESTING VOLUNTARY ANNEXATION

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Property Identification (tax number or street address)	Printed Name (and title if business entity)	Signature	Owner's Address
TM _____ PCL _____	Michael Edmiston	<div style="border: 1px solid black; padding: 2px; display: inline-block;">           Authentisign              12/3/2021 1:23:27 PM EST         </div>	670 Carpenters Creel Rd Hustanville, KY 40437
TM _____ PCL _____	Christy Edmiston	<div style="border: 1px solid black; padding: 2px; display: inline-block;">           Authentisign              12/3/2021 1:22:24 PM EST         </div>	670 Carpenters Creel Rd Hustanville, KY 40437
TM _____ PCL _____			
TM _____ PCL _____			

(Attach additional petition forms if needed)

Form Revised 2-08

Contact Person \_\_\_\_\_ Telephone Number \_\_\_\_\_

### For Office Use Only:

Total number of parcels \_\_\_\_\_ Number Signed \_\_\_\_\_ % Signed \_\_\_\_\_ Date Returned \_\_\_\_\_  
 Contiguous per GS 160A-31 \_\_\_\_\_ or Non-contiguous "satellite" per GS 160A-58 \_\_\_\_\_ (check one)

CITY OF SALISBURY

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



Date: \_\_\_\_\_



## PETITION REQUESTING VOLUNTARY ANNEXATION FOR \_\_\_\_\_

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Property Identification (tax number or street address)	Printed Name (and title if business entity)	Signature	Owner's Address
TM PCL	Kevin Alexander	<small>Authentisign</small> <i>Kevin Alexander</i> <small>12/3/2021 10:51:59 AM EST</small>	165 Hankridge Ln Salisbury, NC 28146
TM PCL	April Alexander	<small>Authentisign</small> <i>April Alexander</i> <small>12/3/2021 11:21:52 AM EST</small>	165 Hankridge Ln Salisbury, NC 28146
TM PCL			
TM PCL			

(Attach additional petition forms if needed)

Form Revised 2-08

Contact Person \_\_\_\_\_ Telephone Number \_\_\_\_\_

**For Office Use Only:**

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 Contiguous per GS 160A-31 \_\_\_\_\_ or Non-contiguous "satellite" per GS 160A-58 \_\_\_\_\_ (check one)

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

Date: \_\_\_\_\_



# **PETITION REQUESTING VOLUNTARY ANNEXATION FOR \_\_\_\_\_**

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Property Identification (tax number or street address)	Printed Name (and title if business entity)	Signature	Owner's Address
TM _____ PCL _____	Sam Edmiston	<div>Authentisign</div> <div>Sam Edmiston</div> <div>12/5/2021 12:29:42 PM EST</div>	227 Lyons Ave Perryville, KY 40468
TM _____ PCL _____	Paula Edmiston	<div>Authentisign</div> <div>Paula Edmiston</div> <div>12/5/2021 12:28:30 PM EST</div>	227 Lyons Ave Perryville, KY 40468
TM _____ PCL _____	_____	_____	_____
TM _____ PCL _____	_____	_____	_____

(Attach additional petition forms if needed)

Form Revised 2-08

Contact Person \_\_\_\_\_ Telephone Number \_\_\_\_\_

## **For Office Use Only:**

Total number of parcels \_\_\_\_\_ Number Signed \_\_\_\_\_ % Signed \_\_\_\_\_ Date Returned \_\_\_\_\_  
 Contiguous per GS 160A-31 \_\_\_\_\_ or Non-contiguous "satellite" per GS 160A-58 \_\_\_\_\_ (check one)

**CITY OF SALISBURY**

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



Date: \_\_\_\_\_



# **PETITION REQUESTING VOLUNTARY ANNEXATION FOR \_\_\_\_\_**

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Property Identification (tax number or street address)	Printed Name (and title if business entity)	Signature	Owner's Address
TM _____ PCL _____	<b>Jeffrey Cox</b>	 <small>Authentisign 12/6/2021 5:36:31 PM EST</small>	150 Dutch Farm Rd Rockwell, NC 28138
TM _____ PCL _____	_____	_____	_____
TM _____ PCL _____	<b>JoAnn Cox</b>	 <small>Authentisign 12/6/2021 2:53:07 PM EST</small>	150 Dutch Farm Rd Rockwell, NC 28138
TM _____ PCL _____	_____	_____	_____
TM _____ PCL _____	_____	_____	_____

(Attach additional petition forms if needed)

Form Revised 2-08

Contact Person \_\_\_\_\_ Telephone Number \_\_\_\_\_

**For Office Use Only:**

Total number of parcels \_\_\_\_\_ Number Signed \_\_\_\_\_ % Signed \_\_\_\_\_ Date Returned \_\_\_\_\_  
 Contiguous per GS 160A-31 \_\_\_\_\_ or Non-contiguous "satellite" per GS 160A-58 \_\_\_\_\_ (check one)

**CITY OF SALISBURY**

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




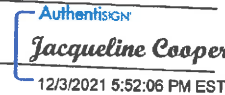
Date: \_\_\_\_\_



# PETITION REQUESTING VOLUNTARY ANNEXATION FOR \_\_\_\_\_

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Property Identification (tax number or street address)	Printed Name (and title if business entity)	Signature	Owner's Address
TM _____ PCL _____	<u>Jack Cooper</u>		<u>113 Brookshire Dr.</u>
TM _____ PCL _____	_____	_____	<u>Salisbury, NC 28146</u>
TM _____ PCL _____	<u>Jacqueline Cooper</u>		<u>113 Brookshire Dr</u>
TM _____ PCL _____	_____	_____	<u>Salisbury, NC 28146</u>

(Attach additional petition forms if needed)

Form Revised 2-08

Contact Person \_\_\_\_\_ Telephone Number \_\_\_\_\_

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Contiguous per GS 160A-31 \_\_\_\_\_ or Non-contiguous "satellite" per GS 160A-58 \_\_\_\_\_ (check one)

CITY OF SALISBURY

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

# Salisbury City Council Agenda Item Request Form



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

Requested Council Meeting Date: July 19, 2022

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

Name of Presenter(s): N/A

Requested Agenda Item: Voluntary Annexation Request – Fiorenza Communities

## Description of Requested Agenda Item:

The Engineering Department has received a petition from Fiorenza Communities to annex 38.646 acres, located on Stateville Boulevard and identified on Rowan County Tax Map 330 as Parcels 021 and 040. In accordance with State Statutes, the annexation request will be discussed at three Council meetings. At the first meeting, Council will receive the request and adopt a resolution instructing the City Clerk to investigate the sufficiency of the request. At the second meeting, staff will certify the statutory requirements have been met, and Council will set a public hearing date. At the third meeting, Council will hold a public hearing and vote on the annexation.

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)*

Fiscal impact is unknown at this time. This will be investigated and included in future Council correspondence.

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

City Council to receive the request for the voluntary annexation of Tax Map 330 Parcels 021 and 040, located on Stateville Boulevard, and adopt a resolution instructing the City Clerk to investigate the sufficiency of the request

## Contact Information for Group or Individual:

Wendy Brindle, City Engineer  
704-638-5201/wbrin@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*\*\*\***

---

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

☐

**Approved**

☐

**Declined**

**Reason:**

**RESOLUTION DIRECTING THE CITY CLERK TO INVESTIGATE A PETITION  
RECEIVED UNDER G.S. 160A-31, FOR VOLUNTARY ANNEXATION OF TAX MAP  
330 PARCELS 021 AND 040, 38.646 ACRES LOCATED ON STATESVILLE  
BOULEVARD.**

WHEREAS, a petition requesting annexation of an area described in said petition has been received on July 19, 2022 by the City Council; and

WHEREAS, G.S. 160A-31 provides that the sufficiency of the petition shall be investigated by the City Clerk before further annexation proceedings may take place; and

WHEREAS, the City Council of the City of Salisbury deems it advisable to proceed in response to this request for annexation;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Salisbury:

That the City Clerk is hereby directed to investigate the sufficiency of the above described petition and to certify as soon as possible to the City Council the result of that investigation.

---

Karen K. Alexander, Mayor

ATTEST:

---

Kelly Baker, City Clerk

Date: 6/24/2022**PETITION REQUESTING VOLUNTARY ANNEXATION**FOR 330 021 - Statesville Blvd - The Wilde

We the undersigned owners of real property respectfully request that the area described on the attached documents be annexed into the City of Salisbury. By signing this petition, we understand that the following conditions are the responsibility of the petitioners. Failure to meet the conditions may delay or invalidate the request:

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Property Identification (tax number or street address)	Printed Name (and title if business entity)	Signature	Owner's Address
TM <u>330</u> PCL <u>021</u>	Cynthia Proctor Russell		785 BRIGGS RD SALISBURY, NC 28147-9539
TM _____ PCL _____	_____	_____	_____
TM _____ PCL _____	_____	_____	_____
TM _____ PCL _____	_____	_____	_____
TM _____ PCL _____	_____	_____	_____

(Attach additional petition forms if needed)

Form Revised 2-08

Contact Person Bridget McClellan Telephone Number (704) 649-6601

**For Office Use Only:**

Total number of parcels 1 Number Signed 1 % Signed 100 Date Returned 6/23/2022  
 Contiguous per GS 160A-31 X or Non-contiguous "satellite" per GS 160A-58 \_\_\_\_\_ (check one)

**CITY OF SALISBURY**

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

Date: 5/5/22



**PETITION REQUESTING VOLUNTARY ANNEXATION**  
Parcel 330 040 Epperson Road

We the undersigned owners of real property respectfully request that the area described on the attached documents be annexed into the City of Salisbury. By signing this petition, we understand that the following conditions are the responsibility of the petitioners. Failure to meet the conditions may delay or invalidate the request:

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Property Identification      Printed Name  
 (tax number or street address)      (and title if business entity)

TM 330 PCL 040      Cynthia P Russell

Signature

Authentisign

*Cynthia Prætor Russell*  
 6/23/2022 2:36:53 PM EDT

Owner's Address

785 BRIGGS RD  
 SALISBURY, NC 28147-9539

---

 (Attach additional petition forms if needed)

Form Revised 2-08

Contact Person Bridget McClellan Telephone Number (704) 649-6601

**For Office Use Only:**

Total number of parcels 1 Number Signed 1 % Signed 100 Date Returned 6/23/2022  
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**CITY OF SALISBURY**

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



VICINITY MAP: (NOT TO SCALE)



GENERAL NOTES:

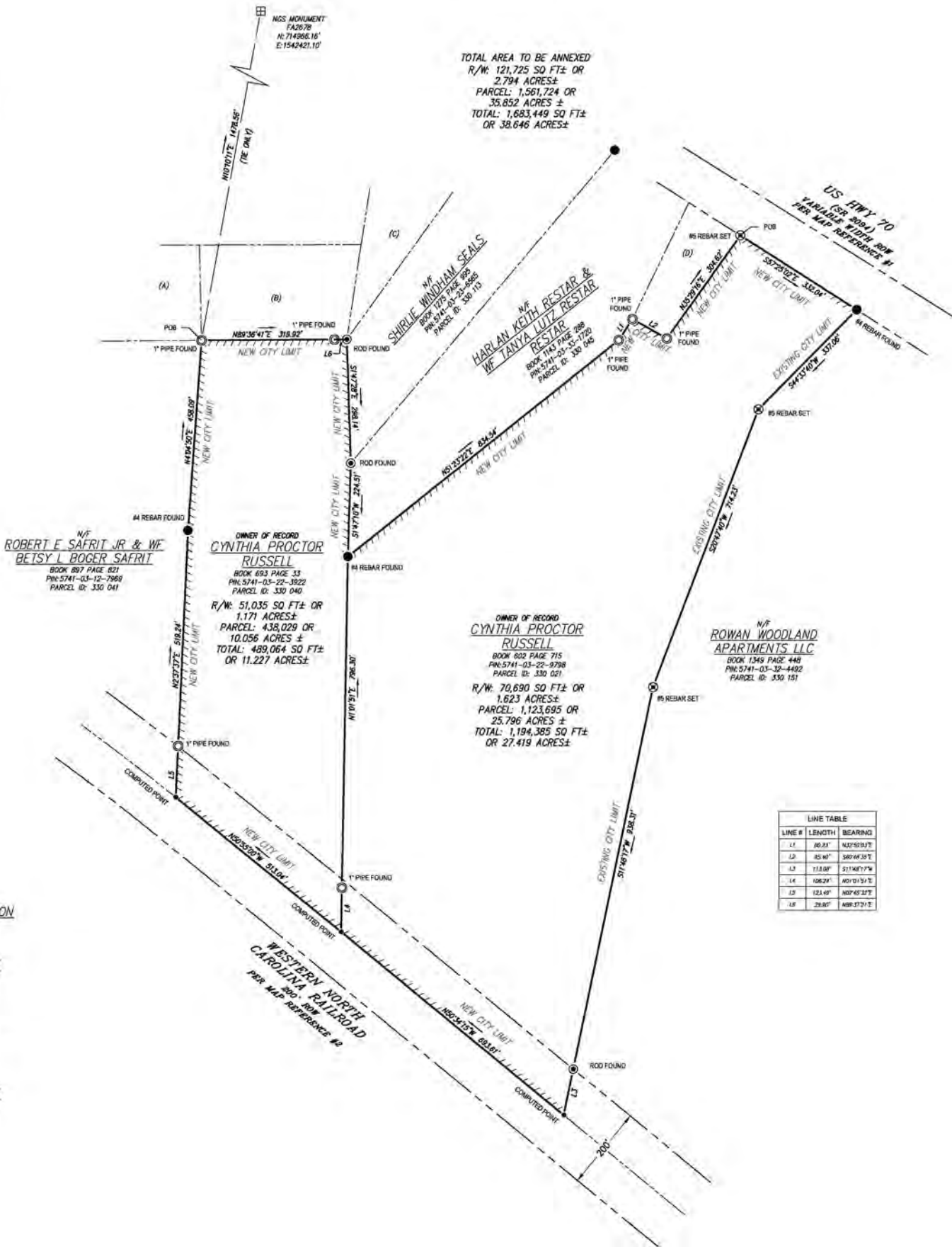
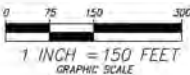
- THIS PLAN AND ALL WORK ASSOCIATED WITH IT WAS PERFORMED BY SGC SURVEYING NORTH CAROLINA, PLLC PURSUANT TO A PROFESSIONAL SERVICES CONTRACT BETWEEN FIORENZA PROPERTIES AND SGC SURVEYING, NORTH CAROLINA, PLLC.
- REFERENCE DEEDS FOR THE SUBJECT PARCELS ARE DB 602 PG 715 AND DB 693 PG 33 AS RECORDED AT THE ROWAN COUNTY REGISTRY OF DEEDS.
- THE BEARINGS SHOWN HEREON ARE REFERENCED TO NAD83 NC STATE PLANE 3200, REALIZATION MYCS2, 2017. ALL DISTANCES SHOWN ARE HORIZONTAL GROUND FEET.
- NC GRID COORDINATES AS SHOWN HEREON ARE BASED UPON GPS OBSERVATION UTILIZING DPUS NETWORK RTK SYSTEM AND ARE REFERENCED TO THE NAD 83 (MYCS2-2017) DATUM. COMBINED GRID FACTOR 0.99996945. IF SHOWN, VERTICAL POSITIONS ARE REFERENCED TO NAVD 88 (GEOID 18).
- NO SUBSURFACE INVESTIGATION HAS BEEN PERFORMED BY SGC SURVEYING NORTH CAROLINA, PLLC. NO B11 SHOULD BE CONTACTED PRIOR TO COMMENCING ANY EXCAVATION (336-855-5760).
- THIS PLAN IS THE RESULT OF A FIELD SURVEY CONDUCTED BY SGC SURVEYING NORTH CAROLINA, PLLC ON 02-09-2022.
- ROWAN COUNTY ZONING DISTRICTS PER GIS: SALISBURY CITY - OSP, RMX, RR, CMX AND ROWAN COUNTY - CBI

MAP REFERENCES:

- A HIGHWAY PLAN ENTITLED "PROJECT NUMBER 81631803" DATED JANUARY 4, 2000, PREPARED BY DEWBERRY AND DAVIS INC. AND RECORDED AT THE ROWAN COUNTY REGISTRY OF DEEDS IN HIGHWAY PLAN BOOK 1 PAGE 351-403.
- A PLAN ENTITLED "PROPERTY SURVEY FOR BOB CLINE" DATED JUNE 4, 1981, PREPARED BY PIEDMONT SURVEYING AND PLANNING AND RECORDED AT THE ROWAN COUNTY REGISTRY OF DEEDS IN PLAN BOOK 9995 PAGE 1624.
- A PLAN ENTITLED "PROPERTY SURVEY FOR DEAN HUTCHINSON" DATED SEPTEMBER 3, 2008, PREPARED BY SHULENBURGER SURVEYING COMPANY, AND RECORDED AT THE ROWAN COUNTY REGISTRY OF DEEDS IN PLAN BOOK 9995 PAGE 6552.
- A PLAN ENTITLED "W.C. WILLIAMS PROPERTY" DATED MAY 1928, PREPARED BY N.A. TREXLER, COUNTY ENGINEER, AND RECORDED AT THE ROWAN COUNTY REGISTRY OF DEEDS IN PLAN BOOK 9995 PAGE 210.

LEGEND:

ADJACENT LOT LINE	---
ADJACENT R.O.W. LINE	---
SUBJECT BOUNDARY LINE	---
NEW CITY LIMIT LINE	---
EASEMENT LINE	---
LOCUS BOUNDARY LINE	---
AXLE FOUND	⊗
CONCRETE MONUMENT FOUND	⊕
SMOOTH ROD FOUND	⊙
PIPE FOUND	⊙
REBAR FOUND	⊕
COMPUTED POINT	⊙
REBAR SET	⊕



CERTIFICATE OF ANNEXATION  
AREA ANNEXED INTO THE CORPORATE LIMITS OF THE CITY OF SALISBURY, NC  
BY ORDINANCE NUMBER \_\_\_\_\_ ADOPTED BY THE CITY COUNCIL ON \_\_\_\_\_  
WITH AN EFFECTIVE DATE OF \_\_\_\_\_ I HEREBY  
CERTIFY THAT THIS PLAT HAS BEEN APPROVED FOR RECORDING IN THE  
REGISTER OF DEEDS IN ROWAN COUNTY.

MAYOR \_\_\_\_\_ DATE \_\_\_\_\_

STATE OF NORTH CAROLINA  
COUNTY OF ROWAN

I, \_\_\_\_\_ REVIEW OFFICER OF ROWAN COUNTY  
CERTIFY THAT THE MAP OR PLAT TO WHICH THIS CERTIFICATION IS AFFIXED  
MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.

REVIEW OFFICER \_\_\_\_\_ DATE \_\_\_\_\_

NORTH CAROLINA CERTIFICATION:

THE PROVISIONS OF G.S. 47-30 SHALL NOT APPLY TO BOUNDARY PLAT OF AREAS ANNEXED BY MUNICIPALITIES  
NOR TO PLATS OF MUNICIPAL BOUNDARIES, WHETHER OR NOT REQUIRED BY LAW TO BE RECORDED IN NORTH  
CAROLINA. MADE ON THIS 9TH DAY OF MAY, 2022.

ERIC T. COOKE, PLS  
LICENSE NUMBER: L-3897

DATE  
05/09/2022



SGC SURVEYING  
NORTH CAROLINA, PLLC



1508 RACEWAY DRIVE  
SALISBURY, NC 28154  
PHONE: 803-381-4881  
WWW.SGCSURVEY.COM  
FIRM # P-1330  
ERIC.COOKE@SGCSURVEY.COM

SHEET 1 OF 1

CALC. MA. PROJECT: 2201001  
DATE: 05-09-2022 DRAWN: MM  
SCALE: 1" = 150' FILE: 2201001.ANNEXATION CHECK: ETC

PROPOSED CONTIGUOUS ANNEXATION INTO THE CITY OF  
SALISBURY, NORTH CAROLINA  
OF PROPERTY LOCATED ON  
STATESVILLE BLVD  
FRANKLIN TOWNSHIP,  
ROWAN COUNTY  
STATE OF NORTH CAROLINA  
PREPARED FOR:  
BY FIORENZA

REVISIONS:

NO. DATE  
0

APPROVED FOR SUBMITTAL

# Salisbury City Council Agenda Item Request Form



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

Requested Council Meeting Date: July 19, 2022

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

Name of Presenter(s): N/A

Requested Agenda Item: Voluntary Annexation Request – Stone Ridge Road

## Description of Requested Agenda Item:

The Engineering Department has received a petition from LC3 Consulting to annex 16.797 acres, located on Stone Ridge Road and identified on Rowan County Tax Map 064 as Parcel 0030100001. In accordance with State Statutes, the annexation request will be discussed at three Council meetings. At the first meeting, Council will receive the request and adopt a resolution instructing the City Clerk to investigate the sufficiency of the request. At the second meeting, staff will certify the statutory requirements have been met, and Council will set a public hearing date. At the third meeting, Council will hold a public hearing and vote on the annexation.

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)*

Fiscal impact is unknown at this time. This will be investigated and included in future Council correspondence.

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

City Council to receive the request for the voluntary annexation of Tax Map 064 Parcel 0030100001, located on Stone Ridge Road, and adopt a resolution instructing the City Clerk to investigate the sufficiency of the request

## Contact Information for Group or Individual:

Wendy Brindle, City Engineer  
704-638-5201/wbrin@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\*\*\***

---

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

☐

**Approved**

☐

**Declined**

**Reason:**

**RESOLUTION DIRECTING THE CITY CLERK TO INVESTIGATE A PETITION  
RECEIVED UNDER G.S. 160A-31, FOR VOLUNTARY ANNEXATION OF TAX MAP  
064 PARCEL 0030100001, 16.797 ACRES LOCATED ON STONE RIDGE ROAD**

WHEREAS, a petition requesting annexation of an area described in said petition has been received on July 19, 2022 by the City Council; and

WHEREAS, G.S. 160A-31 provides that the sufficiency of the petition shall be investigated by the City Clerk before further annexation proceedings may take place; and

WHEREAS, the City Council of the City of Salisbury deems it advisable to proceed in response to this request for annexation;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Salisbury:

That the City Clerk is hereby directed to investigate the sufficiency of the above described petition and to certify as soon as possible to the City Council the result of that investigation.

---

Karen K. Alexander, Mayor

ATTEST:

---

Kelly Baker, City Clerk

Date: April 1st, 2022



**PETITION REQUESTING VOLUNTARY ANNEXATION FOR:  
Mr. James Oliver Bonds, III**

We the undersigned owners of real property respectfully request that the area described on the attached documents be annexed into the City of Salisbury. By signing this petition, we understand that the following conditions are the responsibility of the petitioners. Failure to meet the conditions may delay or invalidate the request:


1. The petition must be signed by all owners of real property in the area described and shall contain the address of each property owner.
2. The petition must include a metes and bounds description of the area to be annexed and a preliminary annexation boundary survey prepared by a Registered Land Surveyor. Two original mylars of the final annexation boundary survey shall be completed after consultation with the City.
3. If the area is not contiguous to the primary City limits, the petition shall include documentation that:
  - a) The nearest point of the described area is not more than three miles from the primary City limits.
  - b) No point on the described boundary is closer to another municipality than to the City of Salisbury.
  - c) No subdivision, as defined in GS 160A-376, will be fragmented by the proposed annexation.
4. Upon the effective date of annexation and thereafter, the described citizens and property shall be subject to municipal taxes and to all debts, laws, ordinances and regulations in force in the City of Salisbury and shall be entitled to the same privileges and benefits as other citizens and property in the City of Salisbury.

Property Identification      Printed Name  
(tax number or street address)      (and title if business entity)

TM 064 0030100001

James Oliver Bonds, III

Signature

  
4/7/2022

Owner's Address

2250 SUMMER OAK DR,  
SALISBURY NC 28146

(Attach additional petition forms if needed)

Form Revised 2-08

Contact Person Michael P. McMurray      Telephone Number 704-254-2736, mcmurraypls@gmail.com

**For Office Use Only:**

Total number of parcels \_\_\_\_\_ Number Signed \_\_\_\_\_ % Signed \_\_\_\_\_ Date Returned \_\_\_\_\_  
Contiguous per GS 160A-31 \_\_\_\_\_ or Non-contiguous "satellite" per GS 160A-58 \_\_\_\_\_ (check one)

**CITY OF SALISBURY**

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

## Acknowledgement

STATE OF NC

COUNTY OF Rowan

I certify that James Oliver Bonds III personally appeared before me this day, acknowledging to me that he or she signed the foregoing document: Petition Requesting Mary Annexation for Mr. James Oliver Bonds  
Name or description of attached document

I further certify that (select one of the following identification options):

☐ I have personal knowledge of the identity of the principal(s)

☐ I have seen satisfactory evidence of the principal's identity, by a current state or federal identification with the principal's photograph in the form of a drivers license  
type of identification

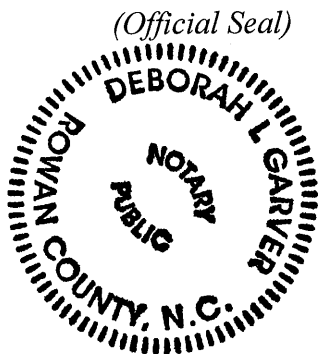
☐ A credible witness, \_\_\_\_\_, has sworn or affirmed to me the  
name of credible witness  
identity of the principal, and that he or she is not a named party to the foregoing document, and has no interest in the transaction.

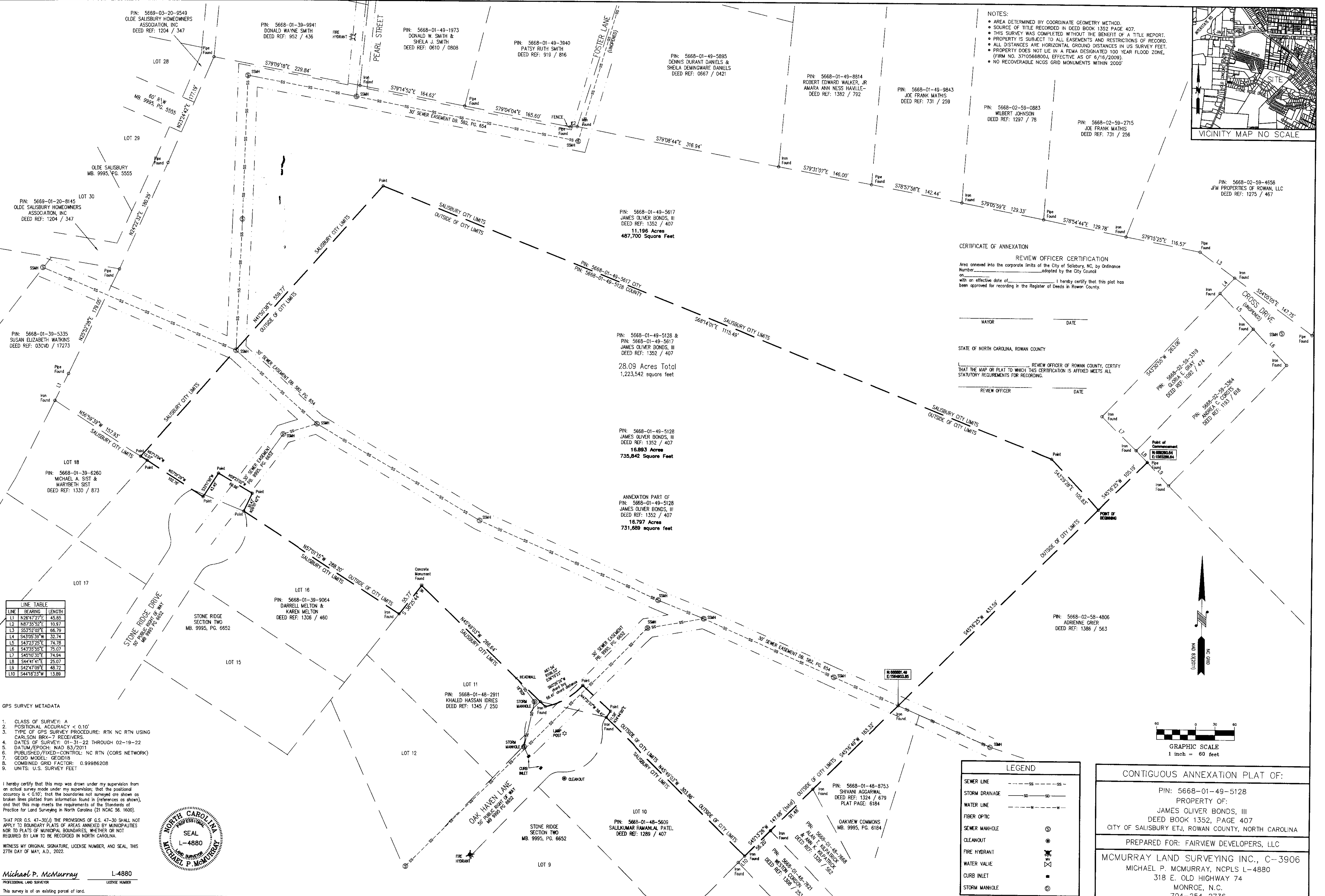
Date: 4/7/2022

Deborah L. Garver  
Notary Public

Deborah L. Garver  
Typed or Printed Notary Name

My commission expires: 3/12/2024





LINE TABLE		
LINE	BEARING	LENGTH
L1	N26°47'27"E	45.85
L2	N87°35'52"E	10.97
L3	S53°52'02"E	66.79
L4	S43°05'39"W	32.74
L5	S43°23'25"E	74.76
L6	S43°55'50"E	75.07
L7	S45°10'30"E	74.94
L8	S44°41'41"E	25.07
L9	S42°47'09"E	48.72
L10	S44°16'25"W	13.89

- GPS SURVEY METADATA
1. CLASS OF SURVEY: A
  2. POSITIONAL ACCURACY < 0.10'
  3. TYPE OF GPS SURVEY PROCEDURE: RTK NC RTN USING CARLSON BRX-7 RECEIVERS
  4. DATES OF SURVEY: 01-31-22 THROUGH 02-19-22
  5. DATUM/EPOCH: NAD 83/2011
  6. PUBLISHED/FIXED-CONTROL: NC RTN (CORS NETWORK)
  7. GEOD MODEL: GEOD18
  8. COMBINED GRID FACTOR: 0.99986208
  9. UNITS: U.S. SURVEY FEET

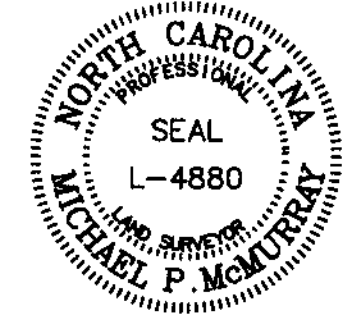
I hereby certify that this map was drawn under my supervision from an actual survey made under my supervision; that the positional accuracy is < 0.10'; that the boundaries not surveyed are shown as broken lines plotted from information found in (references as shown); and that this map meets the requirements of the Standards of Practice for Land Surveying in North Carolina (21 NCAC 56.1600).

THAT PER G.S. 47-30(j) THE PROVISIONS OF G.S. 47-30 SHALL NOT APPLY TO BOUNDARY PLATS OF AREAS ANNEXED BY MUNICIPALITIES NOR TO PLATS OF MUNICIPAL BOUNDARIES, WHETHER OR NOT REQUIRED BY LAW TO BE RECORDED IN NORTH CAROLINA.

WITNESS MY ORIGINAL SIGNATURE, LICENSE NUMBER, AND SEAL, THIS 27TH DAY OF MAY, A.D., 2022.

**Michael P. McMurray** L-4880  
PROFESSIONAL LAND SURVEYOR

This survey is of an existing parcel of land.



- NOTES:
- AREA DETERMINED BY COORDINATE GEOMETRY METHOD.
  - SOURCE OF TITLE RECORDED IN DEED BOOK 1352 PAGE 407.
  - THIS SURVEY WAS COMPLETED WITHOUT THE BENEFIT OF A TITLE REPORT.
  - PROPERTY IS SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD.
  - ALL DISTANCES ARE HORIZONTAL GROUND DISTANCES IN US SURVEY FEET.
  - PROPERTY DOES NOT LIE IN A FEMA DESIGNATED 100-YEAR FLOOD ZONE, (FIRM NO. 3710566800J, EFFECTIVE AS OF 6/16/2009).
  - NO RECOVERABLE NCGS GRID MONUMENTS WITHIN 2000'

CERTIFICATE OF ANNEXATION

REVIEW OFFICER CERTIFICATION

Area annexed into the corporate limits of the City of Salisbury, NC, by Ordinance Number \_\_\_\_\_ adopted by the City Council on \_\_\_\_\_ with an effective date of \_\_\_\_\_. I hereby certify that this plat has been approved for recording in the Register of Deeds in Rowan County.

MAYOR \_\_\_\_\_ DATE \_\_\_\_\_

STATE OF NORTH CAROLINA, ROWAN COUNTY

\_\_\_\_\_, REVIEW OFFICER OF ROWAN COUNTY, CERTIFY THAT THE MAP OR PLAT TO WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.

REVIEW OFFICER \_\_\_\_\_ DATE \_\_\_\_\_

LEGEND	
SEWER LINE	---SS---
STORM DRAINAGE	---SD---
WATER LINE	---W---
FIBER OPTIC	---
SEWER MANHOLE	⊙
CLEANOUT	⊙
FIRE HYDRANT	⊗
WATER VALVE	⊗
CURB INLET	■
STORM MANHOLE	⊙

CONTIGUOUS ANNEXATION PLAT OF:

PIN: 5668-01-49-5128

PROPERTY OF:

JAMES OLIVER BONDS, III

DEED BOOK 1352, PAGE 407

CITY OF SALISBURY ETJ, ROWAN COUNTY, NORTH CAROLINA

PREPARED FOR: FAIRVIEW DEVELOPERS, LLC

MCMURRAY LAND SURVEYING INC., C-3906

MICHAEL P. MCMURRAY, NCPLS L-4880

318 E. OLD HIGHWAY 74

MONROE, N.C.

704-254-2736

# Salisbury City Council

## Agenda Item Request Form



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

Requested Council Meeting Date: July 19, 2022

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

Name of Presenter(s): N/A

Requested Agenda Item: Certificate of Sufficiency and Resolution – 1215 Peeler Rd

### Description of Requested Agenda Item:

The Engineering Department, on behalf of the City Clerk, has investigated the sufficiency of the petition received for the voluntary annexation of parcel 408 011 in Rowan County. The petition contains a description of the proposed annexation area, as well as signatures of the property owners. Additionally, the following conditions are met:

1. The nearest point on the proposed satellite is not more than three miles from the primary corporate limits of Salisbury.
2. No point on the proposed satellite is closer to the primary corporate limits of another city than to the primary corporate limits of Salisbury.
3. The area is situated such that Salisbury will be able to provide the same services within the proposed satellite corporate limits as are provided within the primary corporate limits.
4. No subdivision, as defined in G.S. 160A-376 will be fragmented by this proposed annexation.

The petition is, therefore, sufficient in accordance with G.S. 160A-58.1. A public hearing shall be conducted by City Council on August 2nd, 2022.

Attachments: ☒ Yes ☐ No

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

Fiscal impact is unknown at this time. This will be included in the next step of the process.

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

City Council to receive the Certificate of Sufficiency and adopt a Resolution setting the date of the public hearing for August 2nd, 2022 for the voluntary annexation of Parcel 408 011 at 1215 Peeler Rd.

### Contact Information for Group or Individual:

Wendy Brindle, City Engineer  
704-638-5201/wbrin@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)

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**FINANCE DEPARTMENT INFORMATION:**

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

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

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

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

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

☐ **Approved**

☐ **Declined**

**Reason:**



## CERTIFICATE OF SUFFICIENCY

To the City Council of the City of Salisbury, North Carolina:

I, Kelly K. Baker, City Clerk, do hereby certify that I have investigated the petition for 1215 Peeler Rd, Parcel 408 011, attached hereto and have found as a fact that said petitions are signed by all owners of real property lying in the area described therein, in accordance with G. S. 160A-58.1.

In witness thereof, I have hereto set my hand and affixed the Seal of the City of Salisbury, this 13<sup>th</sup> day of June, 2022.



---

Kelly K. Baker  
City Clerk



**“RESOLUTION SETTING DATE OF PUBLIC HEARING ON QUESTION OF THE ANNEXATION OF 1215 PEELER RD, PARCEL 408 011 PURSUANT TO G.S. 160A-58.1.**

WHEREAS, petitions requesting the annexation of Parcel 408 011, 1215 Peeler Rd, as described herein have been received; and

WHEREAS, certification by the City Clerk as to the sufficiency of said petitions has been made;

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

Section 1. The regularly scheduled July 19, 2022 City Council meeting will be held in a hybrid format. The public is invited to attend virtually. Anyone who wishes to speak during the hearing regarding the proposed annexation must sign-up by 5:00 p.m. on Tuesday, July 19th, 2022 by contacting Kelly Baker at [kbake@salisburync.gov](mailto:kbake@salisburync.gov) or 704-638-5233.

Section 2. The areas proposed for annexation are described as follows:

Being all that tract of land containing 6.357 acres, more or less, located in Litaker Township, Rowan County, North Carolina and being portion of the land described in Book 1256 Page 328; and being more particularly described as follows:

**Beginning** at a NCDOT concrete monument in the southern right of way of Peeler Road, thence continuing along said right of way, with a curve turning to the left with an arc length of 295.35', with a radius of 751.58', with a chord bearing of S 52°51'42" E, with a chord length of 293.45', to a NCDOT concrete monument; thence N 25°52'51" E a distance of 24.23' to a 5/8" rebar; thence S 64°14'43" E a distance of 7.79' to a 5/8" rebar, the northwest corner of Meilien S. Chen, (D.B. 1125 PG. 990); thence along the western line of Chen, S 02°55'41" W a distance of 373.48' to an angle iron, in the northern line of Edward Pietryk, II, (D.B. 837 PG. 490); thence along the northern line of Edward Pietryk, II (D.B. 837 PG. 490), N 86°40'36" W a distance of 666.68' to an arched iron stake, the southeast corner of Love's Travel Stops & Country Stores, Inc., (D.B. 1207 PG.615, parcel 2); thence along the eastern line of Love's Travel Stops & Country Stores, Inc., (D.B. 1207 PG.615, parcel 2), N 01°59'29" E a distance of 250.36' to a 5/8" iron pipe in the southeast margin of Lane Parkway; thence along the southeast margin of Lane Parkway, N 54°33'00" E a distance of 432.57' to a 5/8" rebar, the margin intersection of Lane Parkway and Peeler Road; thence S 83°39'56" E a distance of 72.48' to the point of beginning, having an area of 276921.0 square feet, 6.357 acres.

Section 3. Notice of said public hearing shall be published in the SALISBURY POST at least (10) days prior to the date of said public hearing.”

---

Karen K. Alexander  
Mayor

ATTEST:

---

Kelly Baker, City Clerk

"I, Peter E. Glud, certify that this plat was drawn under my supervision from an actual survey made under my supervision (deed description recorded in Book \*\*\*, Page \*\*\*, etc.) (other); that the boundaries not surveyed are clearly indicated as drawn from information found in Book \*\*\*, Page \*\*\*; that the ratio of precision as calculated is 1:10,000; that this plat was prepared in accordance with G.S. 47-30 as amended. BY COORD. COMPUTATION

Witness my original signature License number and

Seal this \_\_\_\_\_ day of \_\_\_\_\_ A.D. 2022.

Professional Land Surveyor	License Number	L-3330
----------------------------	----------------	--------

Area annexed into the corporate limits of the City of Salisbury, NC by Ordinance Number \_\_\_\_\_ adopted by the City Council on \_\_\_\_\_ with an effective date of \_\_\_\_\_. I hereby certify that this plat has been approved for recording in the Register of Deeds in Rowan County.

Mayor \_\_\_\_\_ Date \_\_\_\_\_

STATE OF NORTH CAROLINA  
COUNTY OF ROWAN

I, \_\_\_\_\_, Review officer of Rowan County Certify that the map or plat to which this certification is affixed meets all statutory requirements for recording.

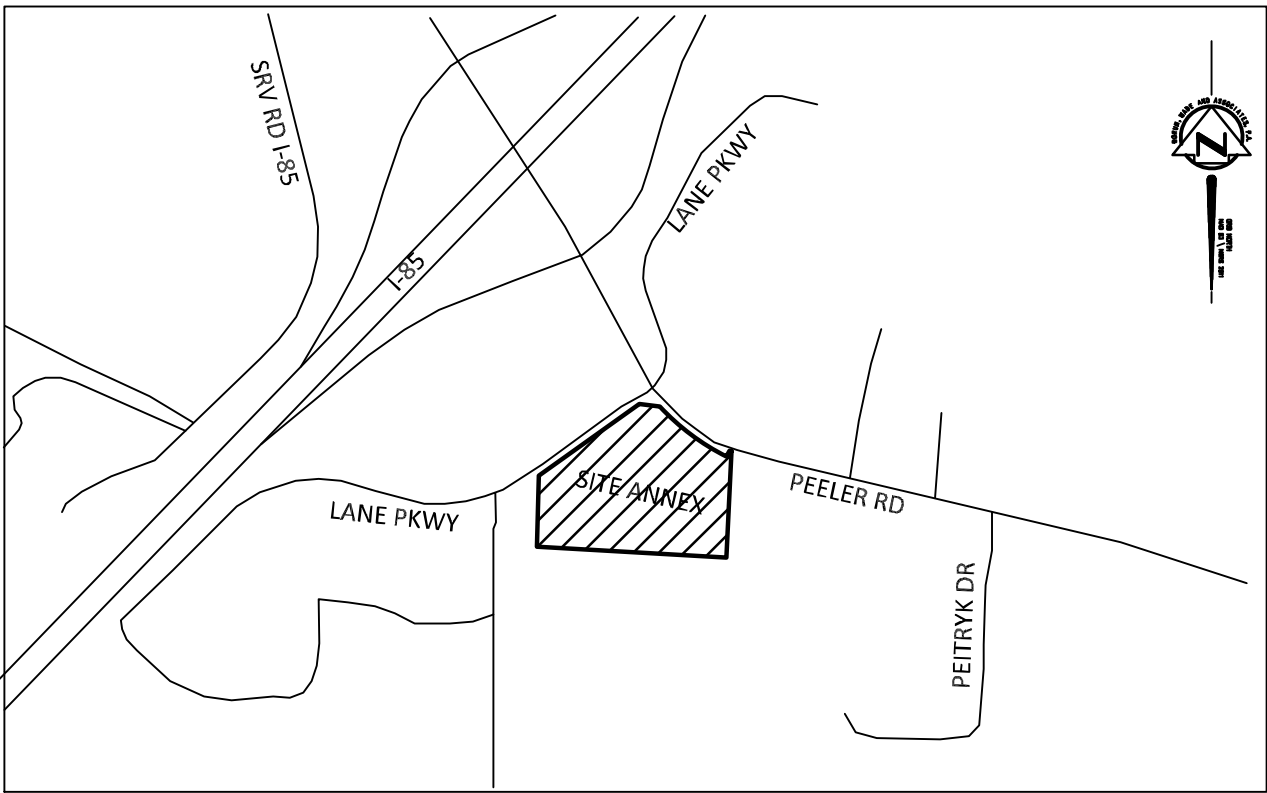
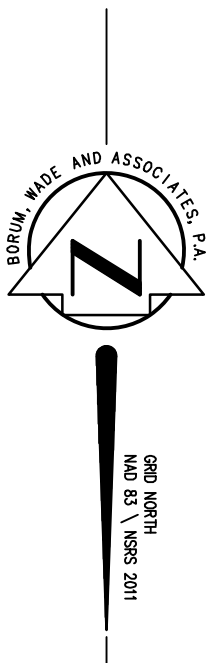
Review Officer \_\_\_\_\_ Date \_\_\_\_\_

## AREA DETERMINED BY COORDINATE METHOD

ALL DISTANCES ARE HORIZONTAL GROUND  
DISTANCES IN U.S. SURVEY FEET.

BOUNDARY INFORMATION TAKEN FROM FIELD DATA BY  
BORUM, WADE & ASSOCIATES, P.A. AND RECORDED  
INFORMATION BASE BEARING - NAD 83 / NSRS-2011  
COORDINATE ROTATION.

THIS SURVEY WAS PERFORMED WITHOUT THE  
BENEFIT OF A TITLE REPORT AND IS SUBJECT TO  
ANY FACTS AND EASEMENT WHICH MAY BE  
DISCLOSED BY A COMPLETE TITLE SEARCH.



VICINITY MAP  
NOT TO SCALE

Being all that tract of land containing 6.357 acres, more or less, located in Litaker Township, Rowan County, North Carolina and being portion of the land described in Book 1256 Page 328; and being more particularly described as follows:

beginning at a NCDOT concrete monument in the southern right of way of Peeler Road, thence continuing along said right of way, with a curve turning to the left with an arc length of 295.35', with a radius of 751.58', with a chord bearing of S 52°52'14" E, with a chord length of 252.32', to a NCDOT concrete monument; thence S 52°52'14" E a distance of 24.232 to a 5/8" rebar; thence S 64°144" E a distance of 7.7790 to a 5/8" rebar, the northwest corner of Mellien S. Chan, (D.B. 1125 PG.90); thence along the western line of Chan, S 02°55'41" E a distance of 373.48 to an angle iron, in the northern line of Edward Pietryk, II, (D.B. 837 PG.450); thence along the northern line of Pietryk, II, (D.B. 837 PG.450) to a 5/8" rebar, a distance of 69.50 to a 5/8" rebar, the southeast corner of the Travel Stops & Country Stores, Inc., (D.B. 1207 PG.615, parcel 2); thence along the eastern line of Love's Travel Stops & Country Stores, Inc., (D.B. 1207 PG.615, parcel 2), to N1°59'29" E a distance of 250.36 to a 5/8" iron pipe in the southeast margin of Lane Parkway; thence along the southeast margin of Lane Parkway, N 54°33'00" E a distance of 100.00 to a 5/8" rebar, the southeast corner of Lane Parkway and Peeler Road; thence S 83°39'56" E a distance of 72.48' to the point of beginning, having an area of 27692.01 square feet, 6,357 acres.

Being all that tract of land containing 7.13 acres, more or less, located in Litaker Township, Rowan County, North Carolina and being portion of land to be annexed to the City of Salisbury.

Beginning at a circumscribed point in the centerline of Lane Parkway (D.B. 789 P. 6) 936 NCDOT Project 8.1631502, 60' public right of way), thence traveling along said centerline, with a bearing of N 54°33'00" E a distance of 509.31' to a point in the intersection of Lane Parkway and Peeler Road, thence traveling along said centerline, with a bearing of N 54°33'00" E a distance of 151.50' to a point in the centerline of a curve turning to the left with an arc length of 345.66', with a radius of 701.58', with a chord bearing of S 49°45'00" E, and a chord distance of 342.17' to a point in the centerline of Peeler Road, thence with a bearing of S 02°55'41" W a distance of 27.98' to a 5/8" rebar, the northwest corner of Meilien S. Chen, (D.B. 11255 P. 990); thence along the western line of Chen, S 02°55'41" W a distance of 10.00' to a 5/8" rebar, the northwest corner of Peeler Road, (D.B. 837 P. 490); thence along the northern line of Edward Priatky, (D.B. 837 P. 490), N 65°40'36" W a distance of 666.68' to an arched iron sign, the southeast corner of Love's Travel Stops & Country Stores, Inc., (D.B. 1207 P. 615, parcel 2); thence, along the eastern line of Love's Travel Stops & Country Stores, Inc., (D.B. 1207 P. 615, parcel 2), S 01°29'29" E a distance of 250.36' to a 5/8" iron pipe in the southeast corner of Lane Parkway, thence continue into Lane Parkway 01°29'29" E a distance of 37.78' back to the point of beginning, having an area of 310392 square feet, 7.13 acres.

SITE ADDRESS 1215 PEELER ROAD

DEED DB 1256 PG 328

TOTAL

**TOTAL ANNEXATION AREA** 6.357(±) ACRES

PARCEL ID - 408 071  
Tax Pin #5647-02-89-6473  
MDH F2 CLT LANE LLC  
DB 1398, PG 665

1) THE LOCATION OF UTILITIES SHOWN HEREON ARE FROM OBSERVED EVIDENCE OF ABOVE GROUND APPURTENANCES, CITY OF GREENSBORO UTILITY MAPS AND PRIOR SURVEY MAPS.

2) BEFORE DIGGING IN THIS AREA, CALL "N.C. ONE CALL CENTER" 1-800-632-4949 FOR FIELD LOCATIONS (REQUESTED FOR GROUND MARKINGS) OF UNDERGROUND UTILITY LINES.

No portion of this property is located in a 100 Year Flood Plain or in an identified "flood prone area", (Zone AE) as defined by FEMA and U.S. Department of Homeland Security, Community-Map # 3710564700J pursuant to the Flood Insurance Rate Map dated 6/16/2009, as amended.

In lieu of NCGS Monument ties, bearing and distance ties shall be furnished from GPS observations processed by VR. NAD 83 (2011) STATE PLANE COORDINATES.

LINE	BEARING	DISTANCE
L1	N 25°52'51" E	24.23'
L2	S 64°14'43" E	7.79'

CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE
C1	751.58'	295.35'	293.45'	S 52°51'42" E	22°30'55"

JERRY MCCULLOUGH  
585 STATE ROAD  
CHINA GROVE, NC 28023

0 20' 40' 80' 120' 160'

1" = 40'

NON-CONTIGUOUS ANNEXATION PLAT FOR:

# SHEETZ, INC.

1215 PEELER ROAD

LITAKER TOWNSHIP, ROWAN COUNTY  
SALISBURY, NORTH CAROLINA

SHEETZ, INC.  
5700 6TH AVENUE  
ALTOONA, PA  
-  
CONTACT: 814-946-3

CONTACT: 814-946-3611

DRAWN BY: SSS

DATE: 5/27/2022

REVISIONS:

SHEET TITLE:

ANNEXATION PLAT  
FOR:  
SHEETZ, INC.

FILE NO: F:\ SHEETZ \ SALSIBURY

DRAWING SCALE: 1"=40'

PLAN SHEET NO

C-1902

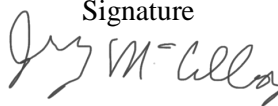
Date: 4/21/2022



**PETITION REQUESTING VOLUNTARY ANNEXATION**  
**FOR** 408 011 - 1215 Peeler Rd

We the undersigned owners of real property respectfully request that the area described on the attached documents be annexed into the City of Salisbury. By signing this petition, we understand that the following conditions are the responsibility of the petitioners. Failure to meet the conditions may delay or invalidate the request:

1. The petition must be signed by all owners of real property in the area described and shall contain the address of each property owner.
2. The petition must include a metes and bounds description of the area to be annexed and a preliminary annexation boundary survey prepared by a Registered Land Surveyor. Two original mylars of the final annexation boundary survey shall be completed after consultation with the City.
3. If the area is not contiguous to the primary City limits, the petition shall include documentation that:
  - a) The nearest point of the described area is not more than three miles from the primary City limits.
  - b) No point on the described boundary is closer to another municipality than to the City of Salisbury.
  - c) No subdivision, as defined in GS 160A-376, will be fragmented by the proposed annexation.
4. Upon the effective date of annexation and thereafter, the described citizens and property shall be subject to municipal taxes and to all debts, laws, ordinances and regulations in force in the City of Salisbury and shall be entitled to the same privileges and benefits as other citizens and property in the City of Salisbury.

Property Identification (tax number or street address)	Printed Name (and title if business entity)	Signature	Owner's Address
TM <u>408</u> PCL <u>011</u>	<u>Jerry McCullogh</u>		<u>585 State Rd China Grove, NC 28023</u>
TM ____ PCL ____	_____	_____	_____
TM ____ PCL ____	_____	_____	_____
TM ____ PCL ____	_____	_____	_____
TM ____ PCL ____	_____	_____	_____

(Attach additional petition forms if needed)

Form Revised 2-08

Contact Person Wes Hall Telephone Number 919-896-2019

**For Office Use Only:**

Total number of parcels 1 Number Signed \_\_\_\_\_ % Signed \_\_\_\_\_ Date Returned \_\_\_\_\_  
Contiguous per GS 160A-31 \_\_\_\_\_ or Non-contiguous "satellite" per GS 160A-58 x (check one)

**CITY OF SALISBURY**

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

# Salisbury City Council

## Agenda Item Request Form



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

Requested Council Meeting Date: July 19, 2022

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

Name of Presenter(s): N/A

Requested Agenda Item: Certificate of Sufficiency and Resolution – 1465 Peeler Rd

### Description of Requested Agenda Item:

The Engineering Department, on behalf of the City Clerk, has investigated the sufficiency of the petition received for the voluntary annexation of parcels 406 024, 410 034, 410 003 in Rowan County. The petition contains a description of the proposed annexation area, as well as signatures of the property owners. Additionally, the following conditions are met:

1. The nearest point on the proposed satellite is not more than three miles from the primary corporate limits of Salisbury.
2. No point on the proposed satellite is closer to the primary corporate limits of another city than to the primary corporate limits of Salisbury.
3. The area is situated such that Salisbury will be able to provide the same services within the proposed satellite corporate limits as are provided within the primary corporate limits.
4. No subdivision, as defined in G.S. 160A-376 will be fragmented by this proposed annexation.

The petition is, therefore, sufficient in accordance with G.S. 160A-58.1. A public hearing shall be conducted by City Council on August 2, 2022.

Attachments: ☒ Yes ☐ No

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

Fiscal impact is unknown at this time. This will be included in the next step of the process.

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

City Council to receive the Certificate of Sufficiency and adopt a Resolution setting the date of the public hearing for August 2, 2022 for the voluntary annexation of Parcels 406 024, 410 034, 410 003, at 1465 Peeler Road.

### Contact Information for Group or Individual:

Wendy Brindle, City Engineer  
704-638-5201/wbrin@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)

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**FINANCE DEPARTMENT INFORMATION:**

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

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

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

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

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

☐ **Approved**

☐ **Declined**

**Reason:**



**CERTIFICATE OF SUFFICIENCY  
FOR 1465 PEELER RD**

To the City Council of the City of Salisbury, North Carolina:

I, Connie Snyder, Deputy City Clerk, do hereby certify that I have investigated the petition for 1465 Peeler Rd, off of Peeler Rd, Parcels 406 024, 410 034, and 410 003, attached hereto and have found as a fact that said petitions are signed by all owners of real property lying in the area described therein, in accordance with G. S. 160A-58.1.

In witness thereof, I have hereto set my hand and affixed the Seal of the City of Salisbury, this 8th day of July, 2022.

(SEAL)



Connie Snyder  
Connie Snyder  
Deputy City Clerk



**“RESOLUTION SETTING DATE OF PUBLIC HEARING ON QUESTION OF THE ANNEXATION OF 1465 PEELER ROAD, PARCELS 406 024, 410 034, 410 003 PURSUANT TO G.S. 160A-58.1.**

WHEREAS, petitions requesting the annexation of Parcels 406 024, 410 034, 410 003 at 1465 Peeler Road, as described herein have been received; and

WHEREAS, certification by the City Clerk as to the sufficiency of said petitions has been made;

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

Section 1. The regularly scheduled August 2, 2022 City Council meeting will be held in a hybrid format. The public is invited to attend virtually. Anyone who wishes to speak during the hearing regarding the proposed annexation must sign-up by 5:00 p.m. on Tuesday, August 2nd, 2022 by contacting Kelly Baker at [kbake@salisburync.gov](mailto:kbake@salisburync.gov) or 704-638-5233.

Section 2. The areas proposed for annexation are described as follows:

Being that certain parcel of land lying and being in the Litaker Township, Rowan County, North Carolina, and being more particularly described as follows:

**BEGINNING** at a calculated point located in the centerline of Peeler Road, said point being located S 76°19'32" E a distance of 550.77 feet from an ½" existing iron rod located in the centerline of Peeler Road; thence from said beginning point with the centerline of Peeler Road S 76°03'38" E a distance of 305.00 feet to a calculated point located at the northwest corner of the James Randall Ferrell property as described in Deed Book 1213, Page 746 of the Rowan County Public Registry; thence with the Ferrell property and continuing with the Barbara Ervin Hill property as described in Deed Book 1385, Page 26 and the Lisa Mash Sharpe property as described in Deed Book 1298, Page 897 the following two (2) courses and distances; (1) S 04°55'00" W a distance of 720.00 feet to a 1 ¼" existing iron rod; (2) S 86°19'03" E a distance of 805.78 feet to a ¼" existing iron rod located at the southwest corner of the Christopher and Gina Elliott property as described in Deed Book 1311, Page 783; thence with the Elliott property S 87°14'02" E a distance of 93.03 feet to a 1 ¼" existing iron rod located at the northwest corner of the Nancy Walter Lequire property as described in Deed Book 1191, Page 762; thence with the Lequire property S 07°47'03" W a distance of 351.05 feet to a 1 ¼" existing iron rod located along the westerly line of the Jerry and Nancy Lequire property as described in Deed Book 1378, Page 433; thence with the Lequire property the following two (2) courses and distances; (1) S 08°00'51" a distance of 250.24 feet to a 1 ¼" existing iron rod; (2) S 88°10'03" E a distance of 1091.47 feet to a ½" existing iron rod located along the westerly line of the Barbara Myrick property as described in Deed Book 648, Page 25; thence with the Myrick property S 04°17'56" W a distance of 477.32 feet to an axle located along the northerly line of the Susan Cruz property as described in Deed Book 1304, Page 197; thence with the Cruz property N 82°39'35" W a distance of 110.55 feet to a 1 ¼" existing iron pipe located at the northeast corner of the Mezak and Anne Tucker property as described in Deed Book 996, Page 31; thence with the Tucker property N 85°30'25" W a distance of 155.20 feet to a ½" existing iron rod located at the northeast corner of the Zorda and Amanda Tucker property as described in Deed Book 996, Page 32; thence with the Tucker property N 85°11'42" W a distance of 800.18 feet to a 1" existing iron pipe located at the northeast corner of the Rebecca Lyerly property (no deed reference found); thence with the Lyerly property N 84°45'43" W a distance of 1189.23 feet to a 1 ¼" existing iron pipe located at the southeast corner of the Edward and Debra Pietryk property as described in Deed Book 857, Page 547 and continuing with the Pietryk properties as described in Deed Book 837, Page 490 and Deed Book 741,



Page 29 the following four (4) courses and distances; (1) N 05°23'29" E a distance of 358.21 feet to a 1 ¼" existing iron pipe; (2) N 03°58'31" E a distance of 384.56 feet to a 1 ¼" existing iron pipe; (3) N 04°39'44" E a distance of 155.97 feet to a ½" existing iron rod; (4) N 05°01'37" E a distance of 268.90 feet (passing a ½" new iron rod at 80.55 feet) to a 1" existing iron pipe located at the southeast corner of the James and Deborah Hauss property as described in Deed Book 958, Page 940; thence with the Hauss property and continuing with the Charles And Mary Peeler property as described in Deed Book 454, Page 415 N 04°24'53" E a distance of 589.85 feet (passing an angle iron at 392.85 feet) to the Point and Place of **BEGINNING**. Having an area of 1,877,727 square feet or 43.1067 acres according to a survey by Cloninger Bell Surveying & Mapping, PLLC dated June 7, 2022. Job No. 1812.

Section 3. Notice of said public hearing shall be published in the SALISBURY POST at least (10) days prior to the date of said public hearing."

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Karen K. Alexander  
Mayor

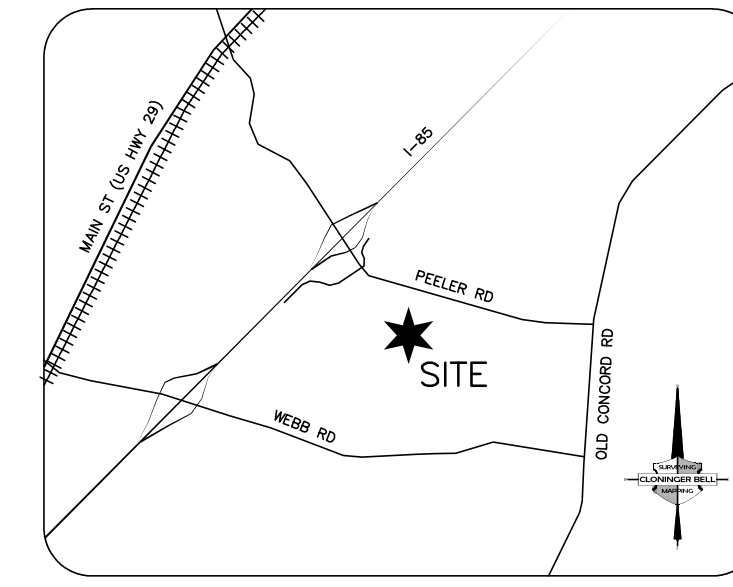
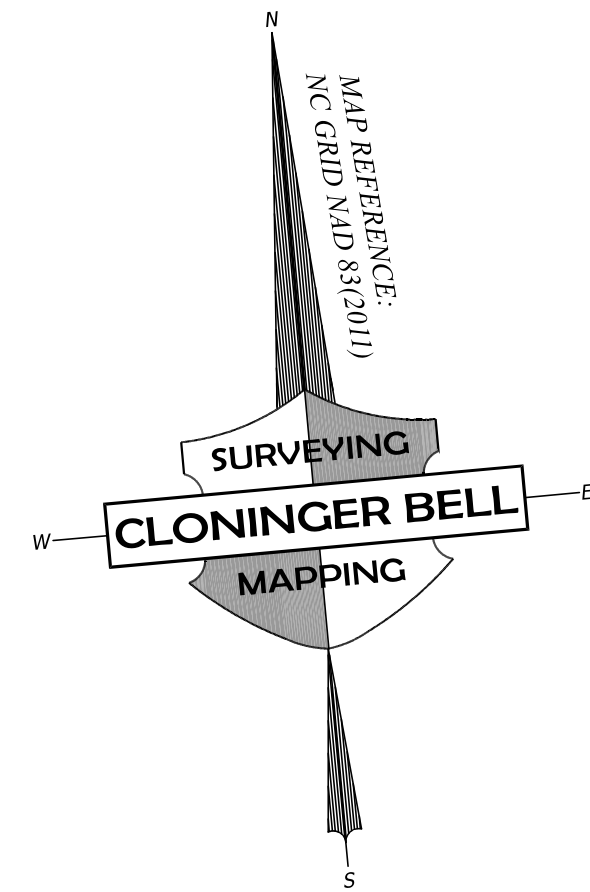
ATTEST:

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Kelly Baker, City Clerk

# INNOVATION LOGISTICS CENTER ANNEXATION PLAT

PEELER RD.  
LITAKER TOWNSHIP, ROWAN COUNTY, NC  
DEED REFERENCE: 1380-724, 570-582, 1311-783  
TAX PARCEL: 406 024, 410 034, 410 003



## CERTIFICATE OF ANNEXATION:

AREA ANNEXED INTO THE CORPORATE LIMITS OF THE CITY OF SALISBURY, NC BY  
ORDINANCE NUMBER \_\_\_\_\_ ADOPTED BY THE CITY COUNCIL  
ON \_\_\_\_\_ WITH AN EFFECTIVE DATE OF \_\_\_\_\_  
I HEREBY CERTIFY THAT THIS PLAT HAS BEEN APPROVED FOR RECORDING IN THE  
REGISTER OF DEEDS IN ROWAN COUNTY.

MAYOR \_\_\_\_\_ DATE \_\_\_\_\_

## REVIEW OFFICER:

I, \_\_\_\_\_ REVIEW OFFICER OF ROWAN COUNTY, CERTIFY  
THAT THE MAP OR PLAT TO WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL  
STATUTORY REQUIREMENTS FOR RECORDING.

REVIEW OFFICER \_\_\_\_\_ DATE \_\_\_\_\_

## NOTES:

- ALL CORNERS MONUMENTED AS SHOWN.
- NO RECOVERABLE NGS MONUMENT LOCATED WITHIN 2,000 FEET OF SUBJECT PROPERTY.
- THE LOCATION OF UNDERGROUND UTILITIES SHOWN ON THIS MAP IS APPROXIMATE. BASED ON INFORMATION PROVIDED BY OTHERS OR BY FIELD LOCATION. UTILITY LOCATIONS AS SHOWN HEREON ARE INTENDED FOR PLANNING ONLY. ACTUAL LOCATION, SIZE, OR DEPTH OF LINE SHOULD BE VERIFIED WITH THE INDIVIDUAL UTILITY COMPANY BEFORE CONSTRUCTION.
- BROKEN LINES INDICATE PROPERTY LINES NOT SURVEYED.
- THE OFF-SITE RIGHT-OF-WAY SHOWN HEREON IS FOR ILLUSTRATIVE PURPOSES ONLY. THE UNDERSIGNED CERTIFIES ONLY TO THE RIGHT-OF-WAYS SURVEYED, AND DOES NOT CERTIFY TO THE RIGHT OF WAY WIDTH OF ANY ADJACENT PROPERTIES.
- PHYSICAL IMPROVEMENTS EXIST THAT ARE NOT SHOWN HEREON. THE PURPOSE OF THIS PLAT IS TO DELINEATE THE PROPOSED CITY OF SALISBURY ANNEXATION AREA.

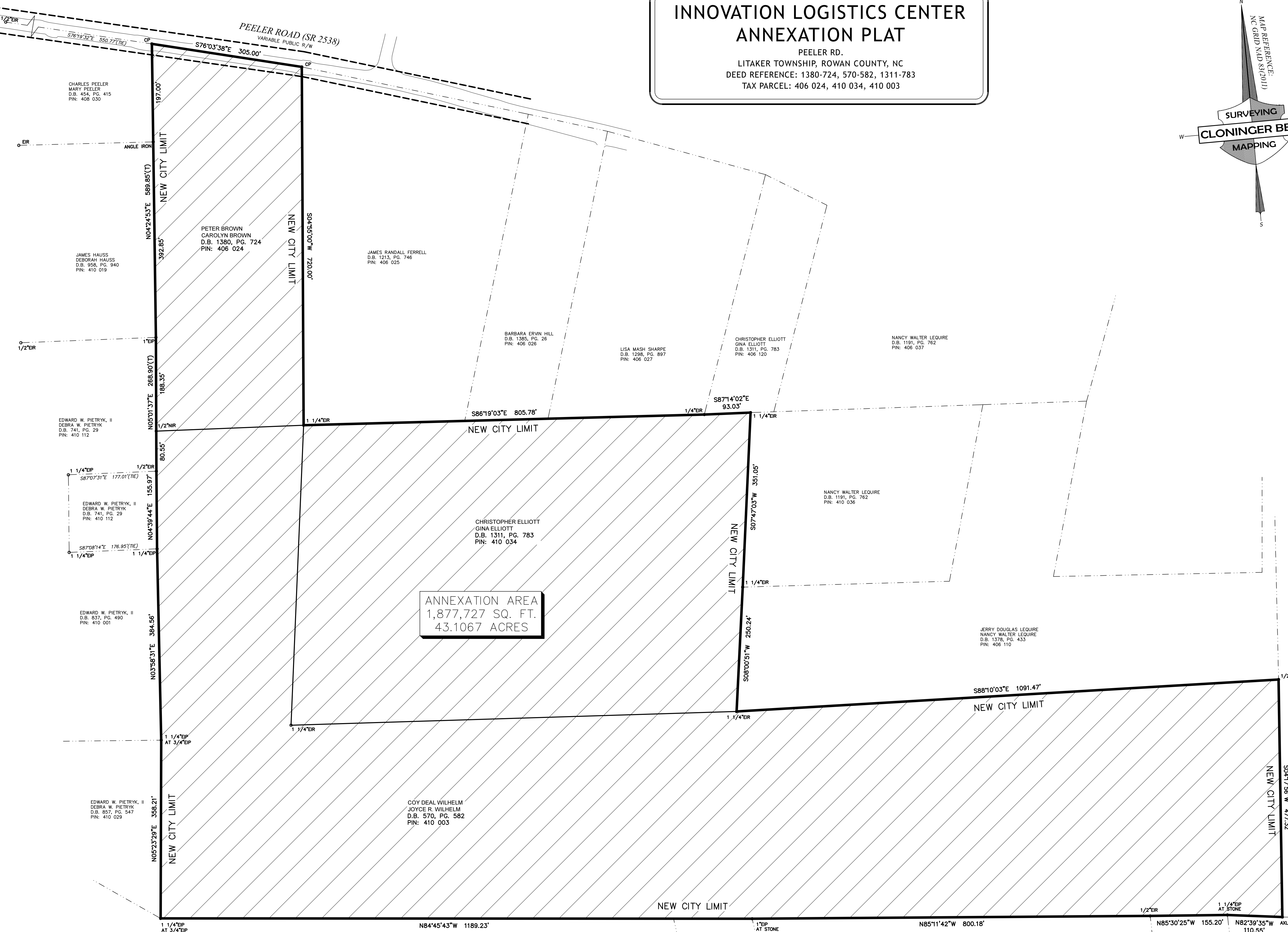
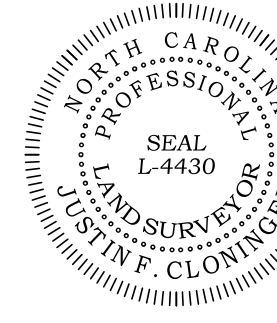
## SURVEYOR'S CERTIFICATE:

STATE OF NORTH CAROLINA  
COUNTY OF ROWAN

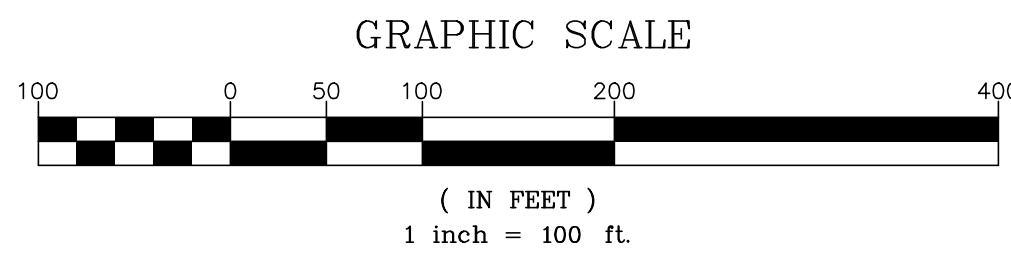
I, THE UNDERSIGNED SURVEYOR, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (DEED REFERENCE: AS SHOWN); THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION AS REFERENCED ON THE FACE OF THIS PLAT; THAT THE RATIO OF PRECISION AS CALCULATED EXCEEDS 1:10,000 LINEAR FEET; THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED. WITNESS MY ORIGINAL SIGNATURE, LICENSE NUMBER AND SEAL THIS 7TH DAY OF JULY, A.D., 2022.

THAT THIS PLAT IS OF A SURVEY OF AN EXISTING PARCEL OR PARCELS OF LAND.

PROFESSIONAL LAND SURVEYOR \_\_\_\_\_ DATE \_\_\_\_\_



**LEGEND:**  
CP - CALCULATED POINT  
D.B. - DEED BOOK  
EIP - EXISTING IRON PIPE  
EIR - EXISTING IRON ROD  
EN - EXISTING NAIL  
M.B. - MAP BOOK  
NIR - NEW IRON ROD  
PG. - PAGE  
R/W - RIGHT-OF-WAY  
(T) - TOTAL  
NEW CITY LIMIT BOUNDARY  
PROPERTY LINE (INTERIOR)  
PROPERTY LINE (ADJACENT)  
RIGHT-OF-WAY (APPROXIMATE)



SURVEYING

CLONINGER BELL

MAPPING

CREW: JB  
DRAWN: DB  
REVISED:  
SCALE: 1"=100'  
DATE: JULY 7, 2022  
FILE NO. 1985

SURVEYING & MAPPING, PLLC  
201 W. 2nd AVENUE, SUITE C  
GASTONIA, NC 28052  
704.864.9007  
LICENSE P-2326

Date: 5/24/22



**PETITION REQUESTING VOLUNTARY ANNEXATION**  
FOR 1465 Peeler Rd - 406 024, 410 034, 410 003

We the undersigned owners of real property respectfully request that the area described on the attached documents be annexed into the City of Salisbury. By signing this petition, we understand that the following conditions are the responsibility of the petitioners. Failure to meet the conditions may delay or invalidate the request:

1. The petition must be signed by all owners of real property in the area described and shall contain the address of each property owner.
2. The petition must include a metes and bounds description of the area to be annexed and a preliminary annexation boundary survey prepared by a Registered Land Surveyor. Two original mylars of the final annexation boundary survey shall be completed after consultation with the City.
3. If the area is not contiguous to the primary City limits, the petition shall include documentation that:
  - a) The nearest point of the described area is not more than three miles from the primary City limits.
  - b) No point on the described boundary is closer to another municipality than to the City of Salisbury.
  - c) No subdivision, as defined in GS 160A-376, will be fragmented by the proposed annexation.
4. Upon the effective date of annexation and thereafter, the described citizens and property shall be subject to municipal taxes and to all debts, laws, ordinances and regulations in force in the City of Salisbury and shall be entitled to the same privileges and benefits as other citizens and property in the City of Salisbury.

Property Identification (tax number or street address)	Printed Name (and title if business entity)	Signature	Owner's Address
TM <u>406</u> PCL <u>024</u>	<u>Carolyn Brown</u>	<u></u>	<u>1465 Peeler Rd Salisbury, NC 28146</u>
TM <u>406</u> PCL <u>024</u>	<u>Peter Brown</u>	<u></u>	<u>1465 Peeler Rd Salisbury, NC 28146</u>
TM <u>410</u> PCL <u>034</u>	<u>Chris Elliott</u>	<u></u>	<u>140 Crescent Heights Dr Salisbury, NC 28146</u>
TM <u>410</u> PCL <u>034</u>	<u>Gina Elliott</u>	<u></u>	<u>140 Crescent Heights Dr Salisbury, NC 28146</u>
TM <u>410</u> PCL <u>003</u>	<u>Coy Wilhelm</u>	<u>Coy D. Wilhelm</u>	<u>415 Glover Rd Salisbury, NC 28146</u>

(Attach additional petition forms if needed)

Form Revised 2-08

Contact Person Nick Thornton Telephone Number 704.754.2792

**For Office Use Only:**

Total number of parcels 3 Number Signed 100 % Signed 3 Date Returned 6/14/2022  
Contiguous per GS 160A-31      or Non-contiguous "satellite" per GS 160A-58 x (check one)

**CITY OF SALISBURY**

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

Date: 5/24/22



**PETITION REQUESTING VOLUNTARY ANNEXATION**  
**FOR** 1465 Peeler Rd - 406 024, 410 034, 410 003

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  - b) No point on the described boundary is closer to another municipality than to the City of Salisbury.
  - c) No subdivision, as defined in GS 160A-376, will be fragmented by the proposed annexation.
4. Upon the effective date of annexation and thereafter, the described citizens and property shall be subject to municipal taxes and to all debts, laws, ordinances and regulations in force in the City of Salisbury and shall be entitled to the same privileges and benefits as other citizens and property in the City of Salisbury.

Property Identification (tax number or street address)	Printed Name (and title if business entity)	Signature	Owner's Address
TM <u>406</u> PCL <u>024</u>	<u>Carolyn Brown</u>	<u></u>	<u>1465 Peeler Rd Salisbury, NC 28146</u>
TM <u>406</u> PCL <u>024</u>	<u>Peter Brown</u>	<u></u>	<u>1465 Peeler Rd Salisbury, NC 28146</u>
TM <u>410</u> PCL <u>034</u>	<u>Chris Elliott</u>	<u><i>Chris Elliott</i></u>	<u>140 Crescent Heights Dr Salisbury, NC 28146</u>
TM <u>410</u> PCL <u>034</u>	<u>Gina Elliott</u>	<u><i>Gina Elliott</i></u>	<u>140 Crescent Heights Dr Salisbury, NC 28146</u>
TM <u>410</u> PCL <u>003</u>	<u>Coy Wilhelm</u>	<u></u>	<u>415 Glover Rd Salisbury, NC 28146</u>

(Attach additional petition forms if needed)

Form Revised 2-08

Contact Person Nick Thornton Telephone Number 704.754.2792

**For Office Use Only:**

Total number of parcels 3 Number Signed \_\_\_\_\_ % Signed \_\_\_\_\_ Date Returned \_\_\_\_\_  
Contiguous per GS 160A-31 \_\_\_\_\_ or Non-contiguous "satellite" per GS 160A-58 x (check one)

**CITY OF SALISBURY**




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

Date: 5/24/22

**PETITION REQUESTING VOLUNTARY ANNEXATION**  
**FOR** 1465 Peeler Rd - 406 024, 410 034, 410 003

We the undersigned owners of real property respectfully request that the area described on the attached documents be annexed into the City of Salisbury. By signing this petition, we understand that the following conditions are the responsibility of the petitioners. Failure to meet the conditions may delay or invalidate the request:

1. The petition must be signed by all owners of real property in the area described and shall contain the address of each property owner.
2. The petition must include a metes and bounds description of the area to be annexed and a preliminary annexation boundary survey prepared by a Registered Land Surveyor. Two original mylars of the final annexation boundary survey shall be completed after consultation with the City.
3. If the area is not contiguous to the primary City limits, the petition shall include documentation that:
  - a) The nearest point of the described area is not more than three miles from the primary City limits.
  - b) No point on the described boundary is closer to another municipality than to the City of Salisbury.
  - c) No subdivision, as defined in GS 160A-376, will be fragmented by the proposed annexation.
4. Upon the effective date of annexation and thereafter, the described citizens and property shall be subject to municipal taxes and to all debts, laws, ordinances and regulations in force in the City of Salisbury and shall be entitled to the same privileges and benefits as other citizens and property in the City of Salisbury.

Property Identification (tax number or street address)	Printed Name (and title if business entity)	Signature	Owner's Address
TM <u>406</u> PCL <u>024</u>	Carolyn Brown	 DocuSigned by: 3296D6A619BD49E...	1465 Peeler Rd Salisbury, NC 28146
TM <u>406</u> PCL <u>024</u>	Peter Brown	 DocuSigned by: 3296D6A619BD49E...	1465 Peeler Rd Salisbury, NC 28146
TM <u>410</u> PCL <u>034</u>	Chris Elliott	 3296D6A619BD49E...	140 Crescent Heights Dr Salisbury, NC 28146
TM <u>410</u> PCL <u>034</u>	Gina Elliott		140 Crescent Heights Dr Salisbury, NC 28146
TM <u>410</u> PCL <u>003</u>	Coy Wilhelm		415 Glover Rd Salisbury, NC 28146

(Attach additional petition forms if needed)

Form Revised 2-08

Contact Person Nick Thornton Telephone Number 704.754.2792

**For Office Use Only:**

Total number of parcels 3 Number Signed \_\_\_\_\_ % Signed \_\_\_\_\_ Date Returned \_\_\_\_\_  
 Contiguous per GS 160A-31 \_\_\_\_\_ or Non-contiguous "satellite" per GS 160A-58 x (check one)

CITY OF SALISBURY

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

# Salisbury City Council Agenda Item Request Form



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

Requested Council Meeting Date: July 19, 2022

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

Name of Presenter(s): N/A

Requested Agenda Item: Resolution to Set Public Hearing – Majolica Road, Parcel 451 227

## Description of Requested Agenda Item:

The Engineering Department requests that City Council adopt a resolution setting the date of the public hearing for the annexation of Majolica Road, Parcel 451 227 for August 2<sup>nd</sup>, 2022. The date of the public hearing was originally adopted for July 19th, 2022, however the advertisement requirements related to the public hearing were not met.

In order to meet those requirements, a public hearing shall be conducted by City Council on August 2, 2022.

Attachments: ☒ Yes ☐ No

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

Fiscal impact is unknown at this time. This will be included in the next step of the process.

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

City Council to receive the Certificate of Sufficiency and adopt a Resolution setting the date of the public hearing for August 2nd, 2022 for the voluntary annexation of Majolica Road, Tax Map 451 Parcel 227.

## Contact Information for Group or Individual:

Wendy Brindle, City Engineer  
704-638-5201/wbrin@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*\*\*\***

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

☐

**Approved**

☐

**Declined**

**Reason:**



**CERTIFICATE OF SUFFICIENCY  
FOR  
MAJOLICA ROAD (PARCEL 451-227)**

To the City Council of the City of Salisbury, North Carolina:

I, Kelly Baker, City Clerk, do hereby certify that I have investigated the petition for Majolica Road, Tax Map 451 Parcel 227, attached hereto, and have found as a fact that said petition is signed by all owners of real property lying in the area described therein, in accordance with G. S. 160A-31.

In witness thereof, I have hereto set my hand and affixed the Seal of the City of Salisbury, this 13<sup>th</sup> day of June, 2022.



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Kelly Baker, MMC  
Administrative Services Director/City Clerk



**“RESOLUTION SETTING DATE OF PUBLIC HEARING ON QUESTION OF THE ANNEXATION OF TAX MAP 451 PARCEL 227, LOCATED ON MAJOLICA RD, PURSUANT TO G.S. 160A-31.**

WHEREAS, a petition requesting the annexation of Tax Map 451 Parcel 227, located on Majolica Road, as described herein has been received; and

WHEREAS, certification by the City Clerk as to the sufficiency of said petitions has been made;

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

Section 1. The regularly scheduled August 2, 2022 City Council meeting will be held in a hybrid format. Anyone who wishes to speak via Zoom during the hearing regarding the proposed annexation must sign-up by 5:00 p.m. on Tuesday, August 2, 2022 by contacting Kelly Baker at [kbake@salisburync.gov](mailto:kbake@salisburync.gov). Those who attend the meeting in person do not need to sign up.

Section 2. The areas proposed for annexation are described as follows:

**Commencing** at N.C.G.S. Monument “Junk” (PID FA2661) having North Carolina State Plane coordinates of N:708,652.09 E:1,543,857.06 (NAD83/2011, CF: 0.99986940); thence with a bearing of S74°15'44"E and a distance of 254.88' to a set rebar on the westerly margin of the right of way of Majolica Rd (S.R. 1772), said rebar also being on the existing city limit line; thence following the westerly margin of the right of way of Majolica Rd and the existing city limit with a curve to the right having a radius of 710.69' and an arc length of 154.74', and being chorded by a bearing of S 09°24'28" W and a distance of 154.43' to an existing pipe, being a common corner of the property of Joseph A Masiello & Kyle L Masiello (now or formerly) recorded in Deed Book 1279, Page 390; thence following three (3) lines of Masiello, all being new city limit lines: (1) with a bearing of N 71°59'00" W and a distance of 306.08' to an existing bent rebar; (2) with a bearing of S 18°01'00" W and a distance of 120.10' to an existing pipe; (3) with a bearing of S 72°02'00" E and a distance of 301.50' to a set rebar on the westerly margin of the right of way of Majolica Rd and on the existing city limit line; thence following the margin of said right of way and the existing city limit line with a bearing of S 20°12'22" W and a distance of 273.62' to an existing rebar, being the common corner of the property of Carl Sutton Westbrook & Summer Brown Westbrook (now or formerly) recorded in Deed Book 1268, Page 967; thence following two (2) lines of Westbrook, both being new city limit lines: (1) with a bearing of N 73°07'31" W and a distance of 184.90' to an existing bent rebar; (2) with a bearing of S 20°18'18" W and a distance of 108.60' to a set rebar on the common line of the property of Carolyn S Cochran & Alan E Bragg (now or formerly) recorded in Deed Book 1326, Page 282; thence following two (2) lines of Cochran & Bragg, both being new city limit lines: (1) with a bearing of N 73°11'50" W and a distance of 20.05' to an existing rebar; (2) with a bearing of S 89°03'57" W and a distance of 260.00' to an existing pipe, being the common corner of the property of Mark A Childers & Julie M Childers (now or formerly) recorded in Deed Book 1123, Page 704; thence following the common line thereof and a new city limit line with a bearing of N 84°32'51" W and a distance of 1748.80' to an existing bent rebar, being the common corner of the property of Glenn N Schenk & Patricia M Schenk (now or formerly) recorded in Deed Book 895, Page 140; thence following the common line thereof and a new city limit line with a bearing of N 05°23'54" E and a distance of 608.39' to an existing pipe, being a common corner of the property of Bryce M Kepley (now or formerly) recorded in Deed Book 952, Page 140; thence following the common line thereof and a new city limit line with a bearing of S 85°01'31" E and a distance of 2347.45' to a set rebar on the existing city limit line; being the point of BEGINNING, having an area of 31.083 acres, more or less, as shown on a survey by Carolina Surveyors, Inc.

Section 3. Notice of said public hearing shall be published in the SALISBURY POST at least (10) days prior to the date of said public hearing.”

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Karen K. Alexander  
Mayor

ATTEST:

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Kelly Baker, City Clerk

LOCKE TOWNSHIP, ROWAN COUNTY, NORTH CAROLINA

Date: 4/25/2022



**PETITION REQUESTING VOLUNTARY ANNEXATION**  
**FOR MAJOLICA RD (PARCEL 451 227)**

We the undersigned owners of real property respectfully request that the area described on the attached documents be annexed into the City of Salisbury. By signing this petition, we understand that the following conditions are the responsibility of the petitioners. Failure to meet the conditions may delay or invalidate the request:

1. The petition must be signed by all owners of real property in the area described and shall contain the address of each property owner.
2. The petition must include a metes and bounds description of the area to be annexed and a preliminary annexation boundary survey prepared by a Registered Land Surveyor. Two original mylars of the final annexation boundary survey shall be completed after consultation with the City.
3. If the area is not contiguous to the primary City limits, the petition shall include documentation that:
  - a) The nearest point of the described area is not more than three miles from the primary City limits.
  - b) No point on the described boundary is closer to another municipality than to the City of Salisbury.
  - c) No subdivision, as defined in GS 160A-376, will be fragmented by the proposed annexation.
4. Upon the effective date of annexation and thereafter, the described citizens and property shall be subject to municipal taxes and to all debts, laws, ordinances and regulations in force in the City of Salisbury and shall be entitled to the same privileges and benefits as other citizens and property in the City of Salisbury.

Property Identification (tax number or street address)	Printed Name (and title if business entity)	Signature	Owner's Address
TM <u>451</u> PCL <u>227</u>	<u>Tamra McCall Pike</u>	<u>Tamra McCall Pike</u>	<u>838 McGregor Ct Concord, NC 28025</u>
TM <u>451</u> PCL <u>227</u>	<u>Cindy G Price</u>		<u>838 McGregor Ct Concord, NC 28025</u>
TM _____ PCL _____	_____	_____	_____
TM _____ PCL _____	_____	_____	_____
TM _____ PCL _____	_____	_____	_____

(Attach additional petition forms if needed)

Form Revised 2-08

Contact Person R. Austin Coleman Telephone Number 704.940.2883

**For Office Use Only:**

Total number of parcels 1 Number Signed 2 % Signed 100 Date Returned 5/24/22  
Contiguous per GS 160A-31 x or Non-contiguous "satellite" per GS 160A-58 \_\_\_\_\_ (check one)

**CITY OF SALISBURY**

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

Date: 4/25/2022



**PETITION REQUESTING VOLUNTARY ANNEXATION**  
**FOR** MAJOLICA RD (PARCEL 451 227)

We the undersigned owners of real property respectfully request that the area described on the attached documents be annexed into the City of Salisbury. By signing this petition, we understand that the following conditions are the responsibility of the petitioners. Failure to meet the conditions may delay or invalidate the request:

1. The petition must be signed by all owners of real property in the area described and shall contain the address of each property owner.
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  - c) No subdivision, as defined in GS 160A-376, will be fragmented by the proposed annexation.
4. Upon the effective date of annexation and thereafter, the described citizens and property shall be subject to municipal taxes and to all debts, laws, ordinances and regulations in force in the City of Salisbury and shall be entitled to the same privileges and benefits as other citizens and property in the City of Salisbury.

Property Identification (tax number or street address)	Printed Name (and title if business entity)	Signature	Owner's Address
TM <u>451</u> PCL <u>227</u>	<u>Tamra McCall Pike</u>	<u></u>	<u>838 McGregor Ct Concord, NC 28025</u>
TM <u>451</u> PCL <u>227</u>	<u>Cindy G Price</u>	<u>Cindy G Price</u>	<u>4008 White Pine Dr Raleigh, NC 27612</u>
TM <u>    </u> PCL <u>    </u>	<u>                                </u>	<u>                                </u>	<u>                                </u>
TM <u>    </u> PCL <u>    </u>	<u>                                </u>	<u>                                </u>	<u>                                </u>
TM <u>    </u> PCL <u>    </u>	<u>                                </u>	<u>                                </u>	<u>                                </u>

(Attach additional petition forms if needed)

Form Revised 2-08

Contact Person R. Austin Coleman Telephone Number 704.940.2883

**For Office Use Only:**

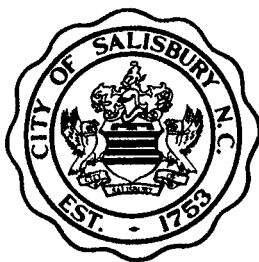
Total number of parcels 1 Number Signed 2 % Signed 100 Date Returned 5/24/22  
Contiguous per GS 160A-31 x or Non-contiguous "satellite" per GS 160A-58      (check one)

**CITY OF SALISBURY**

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



Date: 4/25/2022



**PETITION REQUESTING VOLUNTARY ANNEXATION**  
**FOR** MAJOLICA RD (PARCEL 451 227)

We the undersigned owners of real property respectfully request that the area described on the attached documents be annexed into the City of Salisbury. By signing this petition, we understand that the following conditions are the responsibility of the petitioners. Failure to meet the conditions may delay or invalidate the request:

1. The petition must be signed by all owners of real property in the area described and shall contain the address of each property owner.
2. The petition must include a metes and bounds description of the area to be annexed and a preliminary annexation boundary survey prepared by a Registered Land Surveyor. Two original mylars of the final annexation boundary survey shall be completed after consultation with the City.
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  - a) The nearest point of the described area is not more than three miles from the primary City limits.
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4. Upon the effective date of annexation and thereafter, the described citizens and property shall be subject to municipal taxes and to all debts, laws, ordinances and regulations in force in the City of Salisbury and shall be entitled to the same privileges and benefits as other citizens and property in the City of Salisbury.

Property Identification (tax number or street address)	Printed Name (and title if business entity)	Signature	Owner's Address
TM <u>451</u> PCL <u>227</u>	<u>Tamra McCall Pike</u>	<u>Tamra McCall Pike</u>	<u>838 McGregor Ct Concord, NC 28025</u>
TM <u>451</u> PCL <u>227</u>	<u>Cindy G Price</u>		<u>838 McGregor Ct Concord, NC 28025</u>
TM _____ PCL _____	_____	_____	_____
TM _____ PCL _____	_____	_____	_____
TM _____ PCL _____	_____	_____	_____

(Attach additional petition forms if needed)

Form Revised 2-08

Contact Person R. Austin Coleman Telephone Number 704.940.2883

**For Office Use Only:**

Total number of parcels 1 Number Signed 2 % Signed 100 Date Returned 5/24/22  
Contiguous per GS 160A-31 x or Non-contiguous "satellite" per GS 160A-58 \_\_\_\_\_ (check one)

**CITY OF SALISBURY**

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

# Salisbury City Council Agenda Item Request Form



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

Requested Council Meeting Date: July 19th, 2022

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

Name of Presenter(s): N/A

Requested Agenda Item: Resolution to Set Public Hearing – The Gables Phase VI

## Description of Requested Agenda Item:

The Engineering Department requests that City Council adopt a resolution setting the date of the public hearing for the annexation of The Gables Phase VI, Parcel 403 192 for August 2<sup>nd</sup>, 2022. The date of the public hearing was originally adopted for July 19th, 2022, however the advertisement requirements related to the public hearing were not met.

In order to meet those requirements, a public hearing shall be conducted by City Council on August 2, 2022.

Attachments: ☒ Yes ☐ No

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

Fiscal impact is unknown at this time. This will be included in the next step of the process.

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

City Council to adopt a Resolution setting the date of the public hearing for August 2nd, 2022 for the voluntary annexation of Parcel 403 192 in The Gables Phase 6 off of Faith Rd.

## Contact Information for Group or Individual:

Wendy Brindle, City Engineer  
704-638-5201/wbrin@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\*\*\***

---

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

☐

**Approved**

☐

**Declined**

**Reason:**



**“RESOLUTION SETTING DATE OF PUBLIC HEARING ON QUESTION OF THE ANNEXATION OF THE GABLES PHASE VI, OFF OF FAITH ROAD, PARCEL 403 192 PURSUANT TO G.S. 160A-58.1.**

WHEREAS, petitions requesting the annexation of Parcel 403 192 in Phase VI of The Gables subdivision, off of Faith Road, as described herein have been received; and

WHEREAS, certification by the City Clerk as to the sufficiency of said petitions has been made;

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

Section 1. The regularly scheduled August 2nd, 2022 City Council meeting will be held in a hybrid format. The public is invited to attend virtually. Anyone who wishes to speak during the hearing regarding the proposed annexation must sign-up by 5:00 p.m. on Tuesday, August 2nd, 2022 by contacting Kelly Baker at [kbake@salisburync.gov](mailto:kbake@salisburync.gov) or 704-638-5233.

Section 2. The areas proposed for annexation are described as follows:

**Beginning** at an existing #5 rebar within the right of way of Faith Road, S.R. 1006, said comer being designated as City Limit comer# G-22 as shown on Book of Maps 9995 Page 5409, thence with the existing City Limit line N 59° 49' 51" W, 275.50' to an existing #5 rebar, comer# G-21, thence N 59° 49' 41" W, 388.11' to an existing ½" iron pipe, comer# G-20, thence S 22° 07' 08" W, 88.52' to an existing #4 rebar, comer# G-19, thence N 79° 11' 12" W, 113.95' to a point, comer# G-18 in the eastern margin of Stable Drive, thence with a curve to the left having a radius of 190.00', a length of 54.46', a chord bearing of N 31° 15' 04" E, and a chord distance of 54.27' to a point in the eastern margin of Stable Drive, comer# G-17, thence crossing Stable Drive N 66° 57' 36" W, 50.00' to a point on the western margin of Stable Drive, comer# G-16, thence N 75° 45' 08" W, 125.91' to a point, comer# G-15, thence N 11° 50' 14" E, 54.32' to a point, comer# G-14, thence N 79° 09' 35" W, 93.29' to a concrete monument comer# G-13, thence S 66° 43' 58" W, 151.47' to a #3 rebar in the eastern margin of Spring Arbor Avenue, comer# G-12, thence 2 lines with Spring Arbor Avenue, (1) N 30° 56' 03" W, 5.05' to an existing #4 rebar comer# G-111, (2) N 32° 55' 45" W, 32.58' to an existing #5 rebar, comer# G-110, thence with City Annexation map recorded in Book of Map 9995 Page 7976, N 57° 04' 15" E, 96.07' to an existing #5 rebar, comer# G-109, thence N 38° 43' 12" E, 55.00' to an existing #4 rebar, comer# G-108, thence N 18° 08' 57" E, 61.19' to an existing #5 rebar, comer# G-107, thence N 32° 10' 18" E, 234.08' to an existing #5 rebar, comer# G-106, thence N 32° 58' 39" E, 16.12' to an existing stone, comer# G-105, the comer of Von M. Brown, Deed Book 635 Page 379, thence with Brown S 68° 10' 50" E, 348.77" to an existing #6 rebar, comer # G-105A, Alan Powlas' north west comer, thence 3 lines with Alan Powlas, (1) S 11° 14' 57" W, 273.42' to an existing #6 rebar comer# G-105B, (2) S 59° 16' 29" E, 11.98' to an existing ½" iron pipe, comer# G-105C, (3) S 59° 14' 29" E, 110.03' to the south west comer of Garrett Powlas existing ½" iron pipe, comer# G-105D, thence with the line of Powlas & Brandon Smith S 59° 49' 54" E, 551.02' to an existing #5 rebar within the right of way of Faith Road, comer# G-105E, thence with Faith Road, S 26° 52' 59" W, 45.10 to the Point & Place of Beginning and Being 4.390 Acres as shown on survey and map by Shulenburger Surveying Company, P.A. dated 05/26/2022

Section 3. Notice of said public hearing shall be published in the SALISBURY POST at least (10) days prior to the date of said public hearing.”

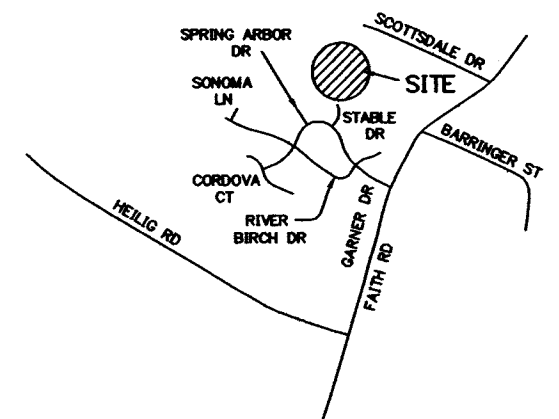
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Karen K. Alexander  
Mayor

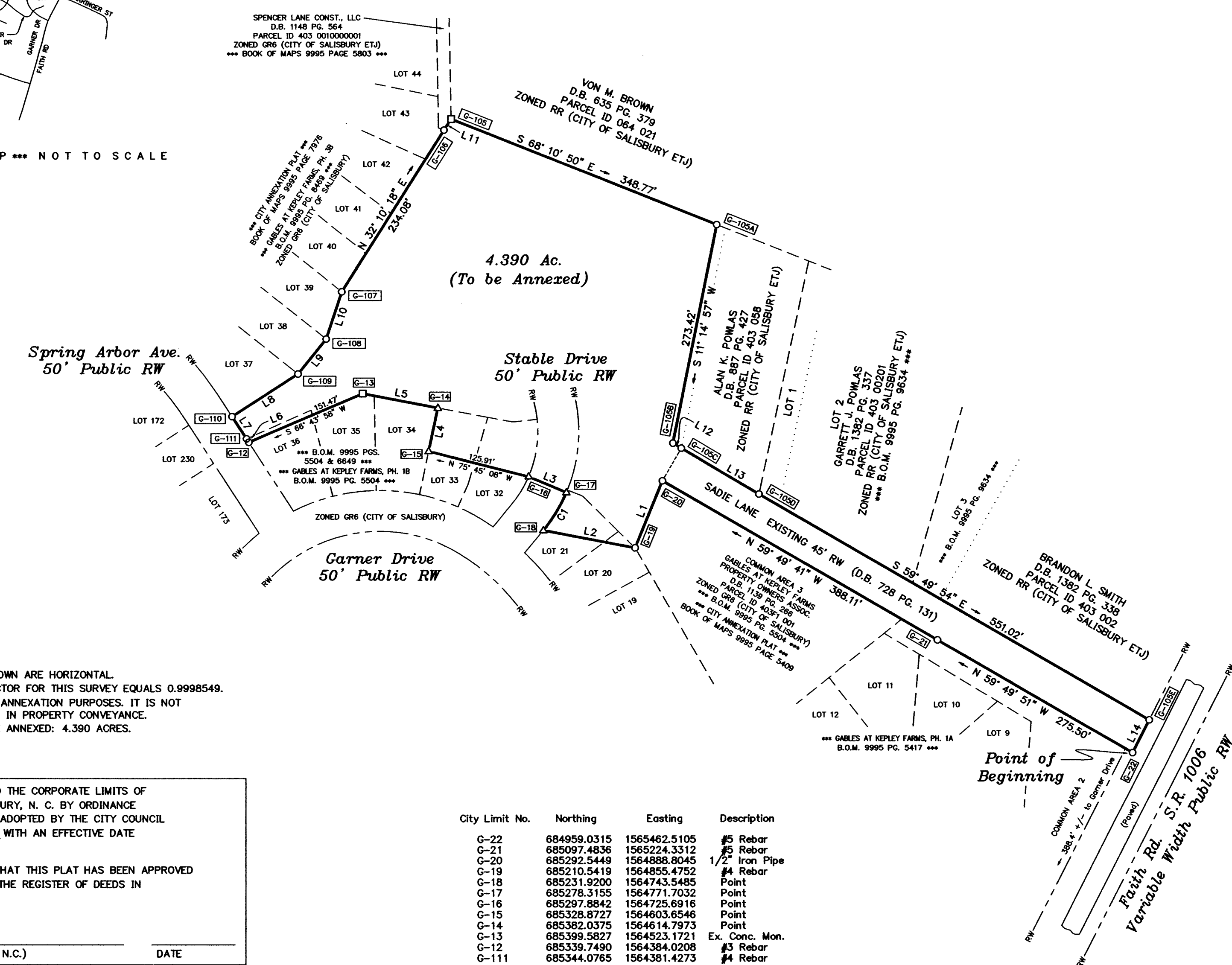
ATTEST:

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Kelly Baker, City Clerk



VICINITY MAP \*\*\* NOT TO SCALE



N.C. GRID NORTH (NAD 83) FROM  
BOOK OF MAPS 9995 PAGE 5409

- NOTES:
1. ALL DISTANCES SHOWN ARE HORIZONTAL.
  2. THE COMBINED FACTOR FOR THIS SURVEY EQUALS 0.9998549.
  3. THIS PLAT IS FOR ANNEXATION PURPOSES. IT IS NOT INTENDED FOR USE IN PROPERTY CONVEYANCE.
  4. TOTAL AREA TO BE ANNEXED: 4.390 ACRES.

AREA ANNEXED INTO THE CORPORATE LIMITS OF THE CITY OF SALISBURY, N. C. BY ORDINANCE NUMBER \_\_\_\_\_ ADOPTED BY THE CITY COUNCIL ON \_\_\_\_\_ WITH AN EFFECTIVE DATE \_\_\_\_\_

I HEREBY CERTIFY THAT THIS PLAT HAS BEEN APPROVED FOR RECORDING IN THE REGISTER OF DEEDS IN ROWAN COUNTY.

MAYOR (SALISBURY, N.C.) \_\_\_\_\_ DATE \_\_\_\_\_

I, RICHARD L. SHULENBURGER, PROFESSIONAL LAND SURVEYOR, L-2667 N.C., CERTIFY THAT THIS SURVEY IS OF ANOTHER CATEGORY, SUCH AS THE RECOMBINATION OF EXISTING PARCELS, A COURT-ORDERED SURVEY, OR OTHER EXCEPTION TO THE DEFINITION OF SUBDIVISION.

*Richard L. Shulenburg*  
RICHARD L. SHULENBURGER, P.L.S. 5-26-22  
DATE

City Limit No.	Northing	Easting	Description
G-22	684959.0315	1565462.5105	#5 Rebar
G-21	685097.4836	1565224.3312	#5 Rebar
G-20	685292.5449	1564888.8045	1/2" Iron Pipe
G-19	685210.5419	1564855.4752	#4 Rebar
G-18	685231.9200	1564743.5485	Point
G-17	685278.3155	1564771.7032	Point
G-16	685297.8842	1564725.6916	Point
G-15	685328.8727	1564603.6546	Point
G-14	685382.0375	1564614.7973	Point
G-13	685399.5827	1564523.1721	Ex. Conc. Mon.
G-12	685339.7490	1564384.0208	#3 Rebar
G-11	685344.0765	1564381.4273	#4 Rebar
G-10	685371.4195	1564363.7185	#5 Rebar
G-109	685423.6416	1564444.3514	#4 Rebar
G-108	685466.5532	1564478.7547	#5 Rebar
G-107	685524.6968	1564497.8143	#5 Rebar
G-106	685722.8356	1564622.4519	#5 Rebar
G-105	685736.3606	1564631.2277	Ex. Stone
G-105A	685606.7292	1564955.0083	#6 Rebar
G-105B	685338.5579	1564901.6698	#6 Rebar
G-105C	685332.4389	1564911.9650	1/2" Iron Pipe
G-105D	685276.1686	1565006.5146	1/2" Iron Pipe
G-105E	684999.2555	1565482.9023	#5 Rebar

Line	Bearing	Distance
L1	S 22° 07' 08" W	88.52'
L2	N 79° 11' 12" W	113.95'
L3	N 66° 57' 36" W	50.00'
L4	N 11° 50' 14" E	54.32'
L5	N 79° 09' 35" W	93.29'
L6	N 30° 56' 03" W	5.05'
L7	N 32° 55' 45" W	32.58'
L8	N 57° 04' 15" E	96.07'
L9	N 38° 43' 12" E	55.00'
L10	N 18° 08' 57" E	61.19'
L11	N 32° 58' 39" E	16.12'
L12	S 59° 16' 29" E	11.98'
L13	S 59° 14' 29" E	110.03'
L14	S 26° 52' 59" W	45.10'

Curve	Radius	Chord Bearing and Distance	Arc Length
C1	190.00'	N 31° 15' 04" E 54.27'	54.46'

BAR GRAPH SCALE: 1" = 100'

0 50 100 200 300 400

- LEGEND
- Ex. Conc. Mon.
  - ⊙ Utility Pole
  - Ex. Iron (as described)
  - New Iron (#5 rebar)
  - △ Point (not set)
  - ⊕ Nail
  - ⊕ Centerline
  - RW Right-of-Way

STATE OF NORTH CAROLINA  
COUNTY OF ROWAN

I, \_\_\_\_\_, REVIEW OFFICER OF ROWAN COUNTY, CERTIFY THAT THE MAP OR PLAT TO WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.

REVIEW OFFICER \_\_\_\_\_ DATE \_\_\_\_\_



I, RICHARD L. SHULENBURGER, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION, D.B. (see references); THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND IN D.B. (N/A) PG. (N/A); THAT THE RATIO OF PRECISION AS CALCULATED IS 1 : 10,000+ ; THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED. WITNESS MY ORIGINAL SIGNATURE, LICENSE NUMBER AND SEAL THIS 26th DAY OF MAY, 2022.

*Richard L. Shulenburg*  
5-26-22

VOLUNTARY ANNEXATION SURVEY FOR THE:

**City of Salisbury**

SCALE: 1" = 100'

DATE: 5-26-2022

The Gables at Kepy Farms Phase 6

LITAKER TOWNSHIP, ROWAN COUNTY, NORTH CAROLINA

REFERENCES: Parcel ID 403 192  
Deed Book 1148 Page 564.  
Book of Maps 9995 Pages 5409 & 7976.

SURVEY AND MAP BY SHULENBURGER SURVEYING COMPANY, P.A. (FIRM # C-1858)  
614 N. MAIN ST., SUITE A, SALISBURY, N.C. PHONE: 704-637-9623

Date: 1/12/22



**PETITION REQUESTING VOLUNTARY ANNEXATION**  
**Parcel 403-192 The Gables PH 6**

We the undersigned owners of real property respectfully request that the area described on the attached documents be annexed into the City of Salisbury. By signing this petition, we understand that the following conditions are the responsibility of the petitioners. Failure to meet the conditions may delay or invalidate the request:

1. The petition must be signed by all owners of real property in the area described and shall contain the address of each property owner.
2. The petition must include a metes and bounds description of the area to be annexed and a preliminary annexation boundary survey prepared by a Registered Land Surveyor. Two original mylars of the final annexation boundary survey shall be completed after consultation with the City.
3. If the area is not contiguous to the primary City limits, the petition shall include documentation that:
  - a) The nearest point of the described area is not more than three miles from the primary City limits.
  - b) No point on the described boundary is closer to another municipality than to the City of Salisbury.
  - c) No subdivision, as defined in GS 160A-376, will be fragmented by the proposed annexation.
4. Upon the effective date of annexation and thereafter, the described citizens and property shall be subject to municipal taxes and to all debts, laws, ordinances and regulations in force in the City of Salisbury and shall be entitled to the same privileges and benefits as other citizens and property in the City of Salisbury.

Property Identification      Printed Name  
(tax number or street address)      (and title if business entity)

TM 403 PCL 192

Spencer Lane Construction LLC

Signature

Owner's Address

630 W. Ridge Road  
Salisbury, NC 28147

(Attach additional petition forms if needed)

Form Revised 2-08

Contact Person Spencer Lane Telephone Number (704) 202-1866

**For Office Use Only:**

Total number of parcels 1      Number Signed 1      % Signed 100      Date Returned 5/19/2022  
Contiguous per GS 160A-31      or Non-contiguous "satellite" per GS 160A-58 X (check one)

**CITY OF SALISBURY**

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

# Salisbury City Council Agenda Item Request Form



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

Requested Council Meeting Date: July 19, 2022

Name of Group(s) or Individual(s) Making Request: Rowan EDC

Name of Presenter(s): Scott Shelton

Requested Agenda Item: Public Hearing Request for 'Project Finishing'

Description of Requested Agenda Item: The Rowan EDC requests that City Council schedule a public hearing for August 2<sup>nd</sup> to consider an incentive request from 'Project Finishing.'

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: Vote to schedule a public hearing for August 2nd

Contact Information for Group or Individual: Scott Shelton (704.637.5526 / scott@rowanedic.com)

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

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

## FINANCE DEPARTMENT INFORMATION:

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

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

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

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

## For Use in Clerk's Office Only

☐ Approved ☐ Delayed ☐ Declined

Reason:



Date: July 1, 2022  
To: Karen Alexander, Mayor  
Cc: Jim Green, City Manager  
Kelly Baker, City Clerk  
From: Scott Shelton, Vice President  
Re: *Request for public hearing to consider incentive for 'Project Finishing'*

---

Dear Mayor Alexander and Council Members,

I respectfully request that the City Council schedule a public hearing for August 2<sup>nd</sup> to consider an incentive request from 'Project Finishing.' The company behind 'Project Finishing' is considering Salisbury for a new manufacturing facility and would create 29 well-paying jobs over the next three years.

The company proposes to acquire and renovate a vacant facility in Salisbury as part of this project. While these numbers are preliminary, the company estimates that it will invest approximately \$6.85 million in building renovations and new equipment.

The company is seeking a Level 1 Incentive Grant for the percentage and duration outlined in the City's adopted incentive policy.

The company is also pursuing a \$150,000 Rural Building Reuse Grant from the State of North Carolina to aid in these renovations. If approved, the grant would be awarded to the City of Salisbury who would then disburse funds to the company as long as it meets the job creation requirements. The required local match for this grant can be satisfied through the awarding of a Level 1 Grant to the company.

The Rowan EDC also recommends that the City hire a professional grant administrator to oversee the project. We estimate the fee for grant administration to be no more than \$6,000.

I look forward to providing you more information regarding this request in the coming days. Please do not hesitate to contact me with any questions you may have and thank you for considering this matter.

Yours truly,

A handwritten signature in blue ink that reads "Scott Shelton".

Scott Shelton  
Vice President

## **CITY OF SALISBURY INVESTMENT GRANT PROGRAM**

### **PURPOSE**

The Salisbury City Council has supported economic development for more than twenty years with an emphasis on tax base development, employer diversification and job creation. The Council has recognized the need to provide programs and financial support to strengthen and diversify the City's economy. Tax base development is a key concern for the City's fiscal health. It is essential not only to attract new investment but also to encourage existing business to expand and reinvest in their Salisbury operations. The City of Salisbury INVESTMENT GRANT PROGRAM is intended to provide an inducement for new business to locate in Salisbury and encourage existing business to expand.

### **GRANT PROGRAM DESCRIPTION**

The program provides a five-year grant to companies investing in the City of Salisbury. The grant will be established by a contract with the City of Salisbury. The company must pay their taxes in full each year based on the actual tax value of the property or investment. If the company meets all of the criteria in the contract, a portion of the property tax will be returned as a grant. The amount of the grant is based on a designated percentage level for five consecutive years.

- Investment Grants will be based on the increase in tax value of all real property, machinery and improvements above the base year prior to investment. No grant will be given to a company that would reduce their tax payment to an amount lower than the previous tax year.
- Asset purchases of existing companies already paying taxes in the City of Salisbury would not qualify for the program.
- All grant monies will be taken directly from the company's tax payment. The company must be current with all other payments required by the City of Salisbury.
- The Salisbury City Council may modify or eliminate the program subject to meeting all existing grant obligations in effect at the time.
- No company may transfer grant agreements or contracts without explicit approval by the Salisbury City Council.
- Any company that under-reports the assessed value of machinery/equipment will be required to pay the assessed property tax and the Investment Grant will not apply to the underreported value.



Grants shall not exceed five years in period of award and any one grant award period must be completed not later than seven years after initial award to allow for construction and production start-up time. An extension to these limits may be granted based upon specific project related issues, but is not guaranteed or required.

The formal agreement between the parties (grant recipient, Rowan County and City) shall attempt to specifically identify dates for purposes of establishing the appropriate time period(s) that a grant will be in effect. Dates to be established will include consideration of the date of award, a date for the beginning of construction, production start-up date and the dates for the beginning and ending of the incentive grant awards.

Each project will be dealt with on an individual basis using these guidelines and other directives authorized by the Salisbury City Council. These guidelines are subject to change and will be reviewed routinely from date of adoption, with the Salisbury City Council requiring it.

Changing economic conditions, legal issues or other factors may cause the Salisbury City Council to modify, amend, suspend or terminate the INVESTMENT GRANT PROGRAM subject to contracted grants previously awarded and in effect at that time.

Although increasing and diversifying the local property tax assessment base are the primary initiatives of this INVESTMENT GRANT PROGRAM, several other factors may be considered in authorizing a grant to any specific project. These may include but are not limited to:

- the type of industry as a further diversification of the City's business base
- the size and scope of the project based upon investment in site development, facilities, buildings and other business infrastructure inclusive of technology
- the diversity, quality and quantity of jobs created by a project and the availability of labor inclusive of job retention and retraining opportunities
- the relationship between workforce development and total project investment
- the potential for future expansion of investment and employment
- site specific issues impacting upon public infrastructure
- actions that if pursued, stimulate development in areas of the City deemed beneficial
- the ratio of investment in real versus personal property assets
- the environmental impact of the project

### **PROJECT QUALIFICATIONS**

A primary intent of the INVESTMENT GRANT PROGRAM is to expand and diversify the City's property tax base. Minimum investment will be established and employee wage factor criteria may be established as a requirement for



consideration and award of a grant for eligible projects. These criteria are used as guidelines in project evaluations. They may be expanded upon or added to for a specific project and incorporated in the terms of the formalized grant award agreement between the participants.

- Minimum total project investment (based upon the estimated project's real and personal property assessments to be confirmed by the county assessor)  
Level 1 grant category - \$ 5 million  
Level 2 grant category - \$ 50 million  
Level 3 grant category - \$100 million
- Level 1 grant – a grant award based upon a project's estimated tax revenue generation value, calculated to equate to approximately 75% of the value of real and personal property tax revenue value anticipated to be generated by the project. The value for real and personal property investments shall be calculated based on a period of five (5) consecutive years in determining value for grant calculation purposes. The beginning date for grant calculations is to be the date of useful occupancy and/or production startup.
- Level 2 grant – a grant award based upon a project's estimated tax revenue generation value, to be calculated to equate to approximately 80% of the value of real and personal property tax revenue value anticipated to be generated by the project. The value for real and personal property investments shall be calculated based on a period of five (5) consecutive years in determining value for grant calculation purposes. The beginning date for grant calculations is to be the date of useful occupancy and/or production startup.
- Level 3 grant – a grant award based upon the project's estimated tax revenue generation value, to be calculated to equate to approximately 85% of the value of real and personal property tax revenue value anticipated to be generated by the project. The value for real and personal property investments shall be calculated based on a period of five (5) consecutive years in determining value for grant calculation purposes. The beginning date for grant calculations is to be the date of useful occupancy and/or production startup.
- Calculations of the project grant award shall be based upon anticipated new property tax revenues the City expects to receive from a specific project; the annual grant award due to the grantee will be paid on or before March 30th each year during the grant period subject to the project's date of useful occupancy and/or production startup.
- During the grant award period, the grantee must remain current with all real property taxes assessed, other fees, taxes or other assessments levied by the grantors to remain eligible for the grant. Failure to do so results in termination of the grant award.

- Rowan County will monitor the assessed valuation of the project during the award period to assure that the process used to determine the award of the grant remains consistent with estimates used. Excessive fluctuations in the estimated project value may be cause for review of the grant inclusive of modification to the terms of the grant subject to review and action by the Salisbury City Council. (It is not intended that grants and the property taxes of a specific grant project equate exactly for the grant period. Additions, changes in real estate valuations and other factors may impact upon the actual property tax assessment base during the grant period. Estimates are used only to establish a rational link between a project and its economic impact upon the City and its citizens).
- Grants are not transferable and may not be otherwise conveyed to another party without the specific consent of the grantors (Salisbury City Council).
- Grants for expansion of existing industries will account for reductions in value associated with machinery and equipment being phased out, replaced or retrofitted as part of a project. Factors impacting employment will be evaluated and enter into determinations of grant awards.
- Grants for new projects will only consider estimated enhancements to the property tax assessment base above those existing prior to the project as proposed.
- The City shall provide detailed reporting processes to monitor and assure compliance with the terms, conditions and other specific requirements of the grant award agreement. The grantee shall comply with the reporting requirements during the grant period. The City agrees to maintain confidentiality of information deemed to be proprietary in nature. The grantee shall provide the City access to verifiable grant related support documentation. Failure of the grantee to provide the City the required grantee documentation shall cause termination of grant.
- The grantee is required to give detailed information on assets to be considered as part of the grant application process, inclusive of anticipated depreciation schedules, leasing arrangements with named parties holding financial interest in assets covered by the grant program, and all business or corporate names that may be applicable for purposes of asset ownership. Signed releases from those holding financial interests in assets may be required as documentation for grant awards.
- Rolling stock inclusive of automobiles, trucks, tractors, trailers or other licensed vehicles shall not qualify as listed assets under personal property for purposes of calculating the proposed projects investment value.

- City contributions to a specific project's infrastructure costs may be deducted from the calculated INVESTMENT GRANT PROGRAM award available for that specific project.
- The grantee shall provide documentation in support of the fact that the City's INVESTMENT GRANT PROGRAM was an important factor in its decision to locate or expand facilities in the City of Salisbury.

### **EXAMPLE OF GRANT AWARD**

Level 1 grant (based on a \$5 million project in real property, equipment and machinery)

Current tax rate .615/100 for the grant period

real and personal property investment of  $\$5,000,000/100 = \$50,000 \times \$0.615 \times 75\% = \$23,063$  grant payment

Five-year period total grant payments estimated at \$115,315.

Level 2 grant (based on a \$50 million project in real property, equipment and machinery)

Current tax rate .615/100 for the grant period

real and personal property investment of  $\$50,000,000/100 = \$500,000 \times \$0.615 \times 80\% = \$246,000$  grant payment

Five-year period total grant payments estimated at \$1,230,000.

Level 3 grant (based on a \$100 million project in real property, equipment and machinery)

Current tax rate .615/100 for the grant period

real and personal property investment of  $\$100,000,000/100 = \$1,000,000 \times \$0.615 \times 85\% = \$522,750$  grant payment

Five-year period total grant payments estimated at \$2,613,750.

Calculations for INVESTMENT GRANT PROGRAM awards at other values and at Levels 1, 2 or 3 would be completed in a similar manner.

- Note: The ratio of real to personal property (machinery and equipment) will vary significantly among projects. Depreciation schedules will impact estimated tax assessment values depending on the type of project and applicable depreciation schedule.

## **PROGRAM ADOPTION, AMMENDMENT AND EFFECTIVE DATES**

A pre-application meeting with the Salisbury City Council and elected officials of Rowan County on the proposed project shall be held to validate project specifics and assure that current grant program criteria are applicable. Salisbury-Rowan Economic Development Commission shall provide a fiscal analysis of the project's impact upon the community inclusive of a recommendation from its Board of Director's as to whether the project proposal should be considered for the award of an incentive grant as detailed within policy guidelines.

Only specific action by the Salisbury City Council shall be deemed acceptance of terms in a formal contractual grant agreement and by award of an INVESTMENT GRANT thereto.

Applicants for the INVESTMENT GRANT PROGRAM shall use these guidelines in applying for a grant for new industrial development projects locating in the City of Salisbury or existing industrial expansions occurring in the City of Salisbury. These guidelines shall be an attachment to each formal grant award contract approved by the City.

Other specific attachments to the formal agreement shall include but not be limited to:

- A project site plan, brief written description of the project, its scope, number and type of employment positions, phasing and timing of the development and any other information that would be viewed as important in describing the project.
- A survey and legal description of the property along with proof of ownership.
- A copy of the current City of Salisbury investment grants guidelines.
- A copy of Rowan County's investment grant guidelines (if applicable).
- The county tax card of record for the property as of January 1<sup>st</sup> of the year that the project is being considered. (Used to establish the base value of investment.)
- A copy of the most current State of North Carolina Industrial Incentive Program guidelines (if applicable).
- Other pertinent information that might apply to a specific project.

These guidelines remain in effect until otherwise modified by the Salisbury City Council.

# Salisbury City Council

## Agenda Item Request Form



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

Requested Council Meeting Date: July 19, 2022

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

Name of Presenter(s): Dana Ruth, Engineer

Requested Agenda Item: Request from Level 3 for encroachment into City Rights-of-Way

**Description of Requested Agenda Item:** Level 3 requests approval of installation of directional bore duct and aerial fiber optic cable within the City and NCDOT Rights-of-Way on Mocksville Avenue. City Council approval of encroachments is required by Section 11-24 (27) of the City Code. NCDOT must approve encroachments along state maintained roads.

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.
- A \$20,000 bond will be required prior to construction within the City Limits.
- A pre-construction meeting will be required prior to construction.
- On-site inspection will be required during all critical street crossings.
- Any markers for underground facilities shall be flush with the ground.
- Lane closures shall be coordinated through Engineering.
- Water and sewer mains will need to be spotted prior to drilling. Locates and appropriate separation from utilities must be maintained.
- Level 3 shall participate with the State's one-call locating program, and appropriate locator tape shall be installed to facilitate future field location.
- Engineering "as-built" plans shall be maintained by Level 3 and made available to the City upon request.
- If the City (or State) makes an improvement to the public Right-of-Way, Level3 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 on Mocksville Avenue near N Craige Street by Level 3 per Section 11-24 (27) of the City Code.

# Salisbury City Council Agenda Item Request Form



**Contact Information for Group or Individual:** Dana Ruth – 704-638-2176

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

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

## FINANCE DEPARTMENT INFORMATION:

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

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

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

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

## For Use in Clerk's Office Only

☐ **Approved**

☐ **Delayed**

☐ **Declined**

**Reason:**



SEGMENT: RTE A

**Level(3)<sup>®</sup>**  
COMMUNICATIONS  
A CENTURYLINK COMPANY

[illegible]

LEVEL 3 COMMUNICATIONS. IS NOT  
RESPONSIBLE FOR ANY UTILITY  
LOCATIONS SHOWN OR NOT SHOWN ON  
THIS DRAWING

ORIGINAL:

REVISÉ:

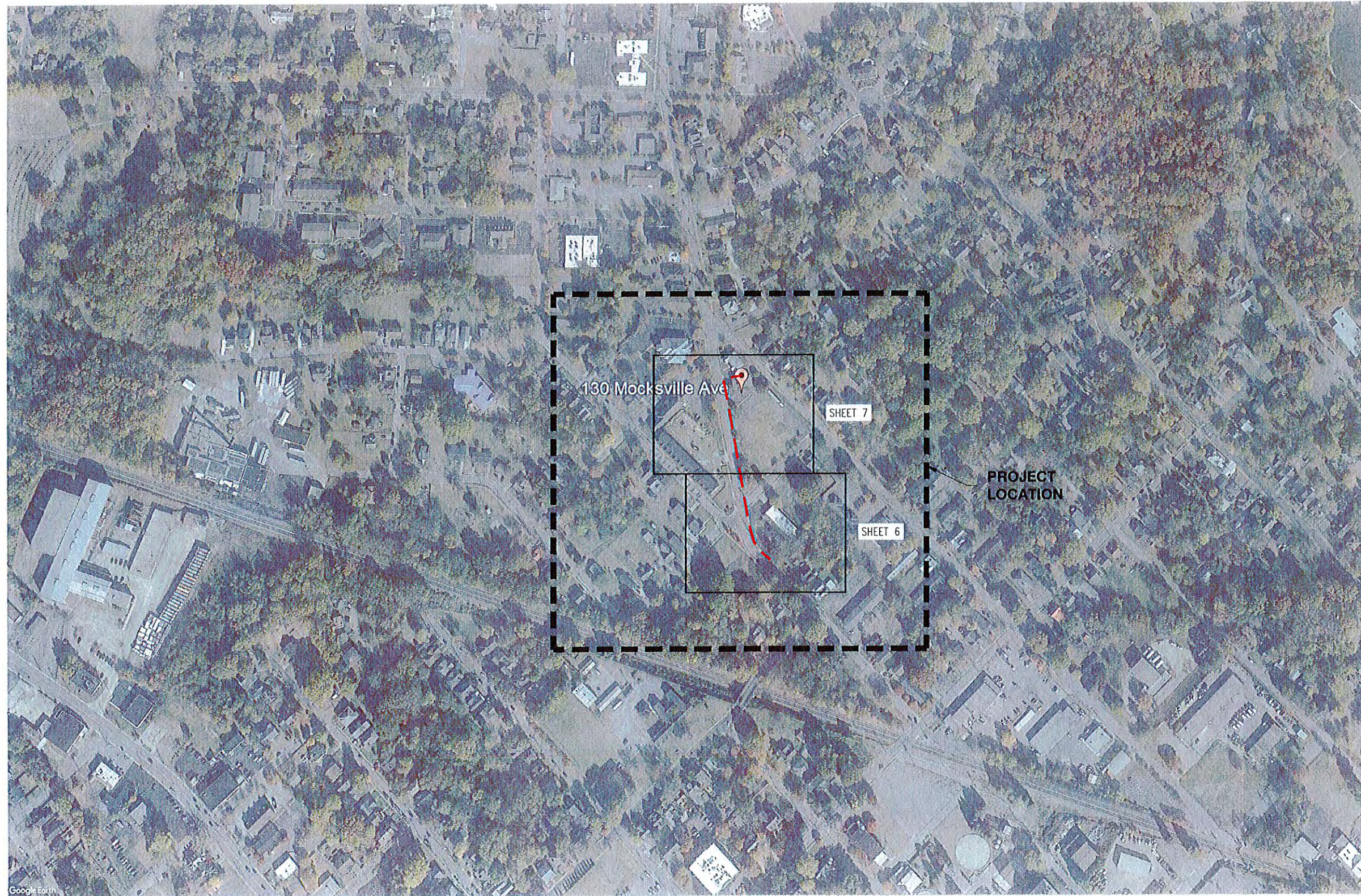
SCALE

B SIZE DWG: N.T.S.

D SIZE DWG: N.T.S.

SHEET: 2 OF 14

DWG. #	PROJECT LOCATION
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## Dana Ruth

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**From:** Barry King  
**Sent:** Thursday, June 16, 2022 11:02 AM  
**To:** Paul Durham; Patrick Snyder; Zacheree Lemmon; Gregory Apple  
**Cc:** Robert Jones; Randy Allman; Ashley Webb; Blake Jordan; Jason Wilson; Chris Tester; Vickie Eddleman; Dana Ruth; Wendy Brindle; Kjeff Hansen  
**Subject:** Encroachment Request, Level 3, W. Cemetery St. - 130 Mocksville Ave.  
**Attachments:** 130 Mocksville Ave\_Rev 1\_05-26-22.pdf

All,

Level 3 has proposed a fiber extension at 130 Mocksville Ave. The project will establish (3) 1.5" conduits and (1) 48 count fiber from an existing splice point on W Cemetery St to its termination at 130 Mocksville Ave. Planned footage is 143' of aerial overlash and 454' of conduit with the addition of (2) 24x36x36in hand holes. Method of installation is aerial overlash and directional boring at 36" depth. Please provide any comments and concerns regarding the project.

**SRU:** Water & sewer mains will need to be spotted prior to drilling. NC811 notification, locates and appropriate separation from utilities must be maintained.

Thank you,

**Barry King**  
**Project Manager**

Salisbury-Rowan Utilities || Administration  
City of Salisbury || 1 Water St, Salisbury, North Carolina 28144  
Office: (704) 216-2712 || Cell: (336) 470-1261  
[bking@salisburync.gov](mailto:bking@salisburync.gov) || [www.salisburync.gov/SRU](http://www.salisburync.gov/SRU)



E-mail correspondence to and from this address may be subject to the N.C. Public Records Law "NCGS. Ch.132" and may be disclosed to third parties by an authorized state or city official.



# Salisbury City Council Agenda Item Request Form



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

Requested Council Meeting Date: 07/19/2022

Name of Group(s) or Individual(s) Making Request: Vickie Eddleman, Traffic Engineering Coordinator

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

Requested Agenda Item: Council to consider amending Chapter 13, Article X, related to parking

**Description of Requested Agenda Item:** The Police Department brought it to the attention of the Engineering Department of the discrepancy in the City Code of Ordinances and field conditions on the west side of the 300 block of Depot Street. Staff reached out to property owners and tenants to request feedback on any parking change needs. One third of the block is made up of driveways which would not allow on street parking nearest East Liberty Street. After hearing from the needs of the parcel owners most affected by on street parking ordinances, staff recommends removing the two hour parking signs from the middle of the block, allowing free, all-day parking along this section. In addition, staff recommends updating the Ordinance to reflect the two-hour parking limit closest to E. Kerr Street.

During this same time frame, Historic Salisbury Foundation (HSF) was contacted about the 2 public parking spaces next to their private parking spaces. These spaces are currently listed as restricted to 30 minutes. HSF requested these spaces be changed to a two hour parking restriction instead of 30 minutes. This parking change was noted in the letter requesting feedback from the property owners within the 300 block of Depot Street.

Staff is recommending changes to Section 13-354 (Parking limited to thirty minutes) for the removal of the restriction to the public, perpendicular parking spaces nearest East Liberty Street and to Section 13-357 (Parking limited to two hours between 8:00 a.m. and 6:00 p.m.) to add this restriction to the public, perpendicular parking spaces nearest East Liberty Street and to a portion of Depot Street nearest Kerr Street. The attached sketch outlines the recommended changes.

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 related to this item.

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

City Council to adopt the attached Ordinance amending Section 13-354 (Parking limited to thirty minutes) and Section 13-357 (Parking limited to two hours between 8:00 a.m. and 6:00 p.m.)

**Contact Information for Group or Individual:**

Vickie Eddleman, 704-638-5213, [vtrou@salisburync.gov](mailto:vtrou@salisburync.gov)

# Salisbury City Council Agenda Item Request Form



☒ **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\*\*\****

---

## For Use in Clerk's Office Only

☐ **Approved**

☐ **Delayed**

☐ **Declined**

**Reason:**



# 300 block of Depot Street: Parking Change Recommendations



## LEGEND

Driveway openings

30 Minute Parking

Free All Day Parking

Marked as 2 hour Parking, but not found in Code

2 Hour Parking Between 8:00 AM & 6:00 PM

N

1 inch = 65 feet



AN ORDINANCE AMENDING CHAPTER 13, ARTICLE X, OF THE CODE OF THE CITY  
OF SALISBURY, RELATING TO PARKING

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

SECTION 1. That Section 13-354, Article X, Chapter 13 of the Code of the City of Salisbury be amended to add the underlined or to delete the stricken language as follows:

Sec. 13-354. Parking limited to thirty minutes

<i>Street</i>	<i>Side</i>	<i>Extent</i>
Depot St.	East	<del>The perpendicular parking spaces marked near the end of Liberty Street</del>

SECTION 2. That Section 13-357, Article X, Chapter 13 of the Code of the City of Salisbury be amended to add the underlined or to delete the stricken language as follows:

Sec. 13-357. Parking limited to two hours between 8:00 a.m. and 6:00 p.m.

<i>Street</i>	<i>Side</i>	<i>Extent</i>
Depot St.	East	The perpendicular parking spaces marked near the end of Liberty St
	West	From a point 112 feet south of Kerr St to Kerr St

SECTION 3. That all ordinances, or the parts of ordinances in conflict with this ordinance, are hereby repealed to the extent of such conflict.

SECTION 4. 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: July 19, 2022

Name of Group(s) or Individual(s) Making Request: Salisbury-Rowan Utilities

Name of Presenter(s): Jason Wilson

Requested Agenda Item: SRU Mowing & Lawn Care Services Contract

**Description of Requested Agenda Item:** Salisbury-Rowan Utilities (SRU) opened two (2) bids on June 23, 2022 from qualified service providers for the SRU Mowing & Lawn Care Services contract. Advance Property Solutions, LLC submitted the lowest bid in the amount of \$115,820. As such, SRU recommends awarding a contract to Advance Property Solutions, LLC for mowing and lawn care services at SRU facilities. Attached is the bid tabulation.

Attachments: ☒ Yes ☐ No

**Fiscal Note:** Funds were allocated in SRU's FY23 operating budget for this contract.

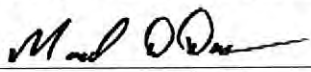
**Action Requested of Council for Agenda Item:** Council to consider awarding a contract to Advance Property Solutions, LLC in the amount of \$115,820 for mowing and lawn care services at SRU facilities.

**Contact Information for Group or Individual:** Jason Wilson, Assistant Utilities Director  
704-216-7553, jason.wilson@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\*\*\***

For Use in Clerk's Office Only

# Salisbury City Council Agenda Item Request Form

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☐ Approved

☐ Delayed

☐ Declined

Reason:

<b>Bid # 017-2022 SRU Mowing / Lawn Care Services</b>	<b>Advance Property Solutions, LLC</b>	<b>DS Graham Construction &amp; Plumbing</b>
<b>Services at Site 58 to include:</b>		
• Weekly mowing, string trimming, edging, litter removal		
• Weeding & spraying weed killer		
• Pruning trees, shrubs and perennials during their proper season		
• See attached map and note the inclusion of the courtyard at 1 Water Street administration building		
Site 58 Weekly Cost	\$ 180.00	
Annual Cost (34 mowing cycles @ weekly cost)	\$ 6,120.00	
• Fertilizing (spring)		
Site 58 Spring Fertilizing Cost	\$ 250.00	
• Fertilizing (fall)		
Site 58 Fall Fertilizing Cost	\$ 250.00	
• Re-mulch in March of each year using 2" of ground hardwood bark (no old mulch should be visible)		
Site 58 Annual Mulching Cost	\$ 1,500.00	
Site 58 Total Annual Cost	\$ 8,120.00	
<b>Services at Site 15 to include:</b>		
• Bi-weekly mowing, string trimming, edging, litter removal		
• Weeding & spraying weed killer		
• Pruning trees, shrubs and perennials during their proper season		
• See attached map		
Site 15 Bi-Weekly Cost	\$ 800.00	
Annual Cost (17 mowing cycles @ bi-weekly cost)	\$ 13,600.00	
• Re-mulch in March of each year using 2" of ground hardwood bark (no old mulch should be visible)		
Site 15 Annual Mulching Cost	\$ 600.00	
Site 15 Total Annual Cost	\$ 14,200.00	
<b>Services at all other Sites to be per the "Maintenance Needed" column on a bi-weekly schedule.</b>		
Sites 1-14, 16-57, 59 & 60 Bi-Weekly Cost	\$ 5,500.00	\$ 8,800.00
Sites 1-14, 16-57, 59 & 60 Total Annual Cost (17 mowing cycles @ bi-weekly cost)	\$ 93,500.00	\$ 149,600.00
*Total Bid Amount	\$ 115,820.00	\$ 149,600.00

\* Total Bid Amount = Site 58 Total Annual Cost + Site 15 Total Annual Cost + Sites 1-14, 16-57, 59 & 60 Total Annual Cost

# Salisbury City Council Agenda Item Request Form



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

Requested Council Meeting Date: July 19, 2022

Name of Group(s) or Individual(s) Making Request: Salisbury-Rowan Utilities

Name of Presenter(s): Jason Wilson

Requested Agenda Item: Zinc Orthophosphate Purchase

**Description of Requested Agenda Item:** Salisbury-Rowan Utilities (SRU) opened four (4) bids on July 7, 2022 from qualified vendors to supply SRU with Zinc Orthophosphate in FY23. Carus submitted the low bid with a unit price of \$0.94 / lb. Based on this unit price, SRU requests approval of a purchase order for Carus in an amount not to exceed \$108,570. Attached is the bid tabulation.

Attachments: ☒ Yes ☐ No

**Fiscal Note:** Sufficient funds were allocated in SRU's FY23 operating budget for this expense.

**Action Requested of Council for Agenda Item:** Council to consider authorizing the City Manager to approve a purchase order for Carus in an amount not to exceed \$108,570 for the purchase of Zinc Orthophosphate.

**Contact Information for Group or Individual:** Jason Wilson, Assistant Utilities Director  
704-216-7553, jason.wilson@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\*\*\***

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



# Salisbury City Council Agenda Item Request Form

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☐ Approved

☐ Delayed

☐ Declined

Reason:

Bids opened on 7/7/2022 at 2:00pm

**Sodium Bisulfite #030-2022**

Supplier	Price
Brenntag Mid-South	0.22/lb (\$148,500.00)

**Aluminum Chlorohydrate #031-2022**

Supplier	Price
Chemtrade	0.495/lb (\$594,000.00)
G20 Technologies	0.370/lb (\$444,000.00)

**Zinc Orthophosphate #032-2022**

Supplier	Price
Shannon Chemical Corp.	1.07/lb (\$123,585.00)
Chemrite	1.048/lb (\$121,044.00)
Sterling Water Tech	1.0594/lb (\$122,360.70)
Carus	0.94/lb (\$108,570.00)

# Salisbury City Council Agenda Item Request Form



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

Requested Council Meeting Date: July 19, 2022

Name of Group(s) or Individual(s) Making Request: Salisbury-Rowan Utilities

Name of Presenter(s): Jason Wilson

Requested Agenda Item: Sodium Bisulfite Purchase

**Description of Requested Agenda Item:** Salisbury-Rowan Utilities (SRU) opened a single (1) bid on July 7, 2022 from a qualified vendor to supply SRU with Sodium Bisulfite in FY23. Brenntag Mid-South submitted a bid with a unit price of \$0.22 / lb. Based on this unit price, SRU requests approval of a purchase order for Brenntag Mid-South in an amount not to exceed \$148,500. Attached is the bid tabulation.

Attachments: ☒ Yes ☐ No

**Fiscal Note:** Sufficient funds were allocated in SRU's FY23 operating budget for this expense.

**Action Requested of Council for Agenda Item:** Council to consider authorizing the City Manager to approve a purchase order for Brenntag Mid-South in an amount not to exceed \$148,500 for the purchase of Sodium Bisulfite.

**Contact Information for Group or Individual:** Jason Wilson, Assistant Utilities Director  
704-216-7553, jason.wilson@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\*\*\***

For Use in Clerk's Office Only

# Salisbury City Council Agenda Item Request Form

---



☐ Approved

☐ Delayed

☐ Declined

**Reason:**

**Bids opened on 7/7/2022 at 2:00pm**

**Sodium Bisulfite #030-2022**

<b>Supplier</b>	<b>Price</b>
Brenntag Mid-South	0.22/lb (\$148,500.00)

**Aluminum Chlorohydrate #031-2022**

<b>Supplier</b>	<b>Price</b>
Chemtrade	0.495/lb (\$594,000.00)
G20 Technologies	0.370/lb (\$444,000.00)

**Zinc Orthophosphate #032-2022**

<b>Supplier</b>	<b>Price</b>
Shannon Chemical Corp.	1.07/lb (\$123,585.00)
Chemrite	1.048/lb (\$121,044.00)
Sterling Water Tech	1.0594/lb (\$122,360.70)
Carus	0.94/lb (\$108,570.00)

# Salisbury City Council Agenda Item Request Form



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

Requested Council Meeting Date: July 19, 2022

Name of Group(s) or Individual(s) Making Request: Salisbury-Rowan Utilities

Name of Presenter(s): Jason Wilson

Requested Agenda Item: Aluminum Chlorohydrate Purchase

**Description of Requested Agenda Item:** Salisbury-Rowan Utilities (SRU) opened two (2) bids on July 7, 2022 from qualified vendors to supply SRU with Aluminum Chlorohydrate in FY23. G20 Technologies submitted the lowest bid with a unit price of \$0.370 / lb. Based on this unit price, SRU requests approval of a purchase order for G20 Technologies in an amount not to exceed \$255,000. Attached is the bid tabulation.

Attachments: ☒ Yes ☐ No

**Fiscal Note:** Sufficient funds were allocated in SRU's FY23 operating budget for this expense.

**Action Requested of Council for Agenda Item:** Council to consider authorizing the City Manager to approve a purchase order for G20 Technologies in an amount not to exceed \$255,000 for the purchase of Aluminum Chlorohydrate.

**Contact Information for Group or Individual:** Jason Wilson, Assistant Utilities Director  
704-216-7553, jason.wilson@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\*\*\***

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

# Salisbury City Council Agenda Item Request Form

---



☐ Approved

☐ Delayed

☐ Declined

Reason:

**Bids opened on 7/7/2022 at 2:00pm**

**Sodium Bisulfite #030-2022**

<b>Supplier</b>	<b>Price</b>
Brenntag Mid-South	0.22/lb (\$148,500.00)

**Aluminum Chlorohydrate #031-2022**

<b>Supplier</b>	<b>Price</b>
Chemtrade	0.495/lb (\$594,000.00)
G20 Technologies	0.370/lb (\$444,000.00)

**Zinc Orthophosphate #032-2022**

<b>Supplier</b>	<b>Price</b>
Shannon Chemical Corp.	1.07/lb (\$123,585.00)
Chemrite	1.048/lb (\$121,044.00)
Sterling Water Tech	1.0594/lb (\$122,360.70)
Carus	0.94/lb (\$108,570.00)



# Salisbury City Council Agenda Item Request Form



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

Requested Council Meeting Date: July 19, 2022

Name of Group(s) or Individual(s) Making Request: Fleet and Finance Departments

Name of Presenter(s): Jake Sterling, Internal Services Manager

Requested Agenda Item: Council to consider approving the purchase of Transit High Roof cargo van for the Facilities Maintenance Department.

Description of Requested Agenda Item: The City's adopted budget includes the purchase of a new high roof cargo van. The van is available through the North Carolina Statewide Vehicle Contract, which falls under NC General Statute 143-129.

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: Authorize the City Manager to approve a Purchase Order for North Carolina Statewide Contract 070A in an amount not to exceed \$59,594.30 for the purchase of a high roof cargo van for the Facilities Maintenance Department.

Contact Information for Group or Individual: Jake Sterling, Internal Services Manager

☒ **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) Announcement

## FINANCE DEPARTMENT INFORMATION:

  
Finance Manager Signature

  
Department Head Signature

  
Budget Manager Signature

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

For Use in Clerk's Office Only

☐ **Approved**

☐ **Delayed**

☐ **Declined**

**Reason:**

# Salisbury City Council Agenda Item Request Form



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

Requested Council Meeting Date: July 19, 2022

Name of Group(s) or Individual(s) Making Request: Fleet and Finance Departments

Name of Presenter(s): Jake Sterling, Internal Services Manager

Requested Agenda Item: Council to consider approving the purchase of a new Cat 317GC with a 36 " bucket Excavator Equipment in an amount not to exceed \$227,902.

Description of Requested Agenda Item: The City's adopted budget includes the purchase of a new Cat 317GC with a 36 " bucket excavator. The Excavator is available through the Sourcwell Contract 032119-CAT, which falls under NC General Statute 143-129.

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: Authorize the City Manager to approve a Purchase Order for the Sourcwell Contract 032119-CAT in the amount not to exceed \$227,902 for purchase from Carolina Tractor and Equipment Company

Contact Information for Group or Individual: Jake Sterling, Internal Services Manager

☒ **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) Announcement

## FINANCE DEPARTMENT INFORMATION:

  
Finance Manager Signature

  
Department Head Signature

  
Budget Manager Signature

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

For Use in Clerk's Office Only

☐ **Approved**

☐ **Delayed**

☐ **Declined**

**Reason:**



# Salisbury City Council Agenda Item Request Form



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

Requested Council Meeting Date: July 19, 2022

Name of Group(s) or Individual(s) Making Request: Fleet and Finance Departments

Name of Presenter(s): Jake Sterling, Internal Services Manager

Requested Agenda Item: Council to consider approving the purchase of a Spartan Leaf Pro Plus 25-cubic yard leaf machine from Jet-Vac Sewer Equipment in an amount not to exceed \$130,000.

Description of Requested Agenda Item: The City's adopted budget includes the purchase of a new 25-cubic yard leaf machine. The leaf machine is available through the N. C. Sherriff's Association Contract, which falls under NC General Statute 143-129.

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: Authorize the City Manager to approve a Purchase Order for the N. C. Sherriff's Association Contract 23-07-0421 in the amount not to exceed \$130,000 for a purchase from Jet-Vac Sewer Equipment.

Contact Information for Group or Individual: Jake Sterling, Internal Services Manager

☒ **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) Announcement

## FINANCE DEPARTMENT INFORMATION:

  
Finance Manager Signature

  
Department Head Signature

  
Budget Manager Signature

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

For Use in Clerk's Office Only

☐ **Approved**

☐ **Delayed**

☐ **Declined**

**Reason:**

# Salisbury City Council Agenda Item Request Form



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

Requested Council Meeting Date: July 19, 2022

Name of Group(s) or Individual(s) Making Request: Fleet and Finance Departments

Name of Presenter(s): Jake Sterling, Internal Services Manager

Requested Agenda Item: Council to consider approving the purchase of seven (7) Ford Police Interceptor Utility AWD vehicles on N. C Statewide Contract Vehicle Contract in an amount not to exceed \$256,339.44.

Description of Requested Agenda Item: The City's adopted budget includes the purchase of a seven new Police Interceptor Utility AWD vehicles. These vehicles are available through the N. C. Statewide Vehicle Contract, which falls under NC General Statute 143-129.

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)

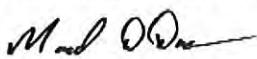
Action Requested of Council for Agenda Item: Authorize the City Manager to approve a Purchase Order for the North Carolina Statewide Contract 202100002 in an amount not to exceed \$256,339.44 for the purchase of seven Ford Police Interceptor Utility AWD vehicles.

Contact Information for Group or Individual: Jake Sterling, Internal Services Manager

☒ **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) Announcement

## FINANCE DEPARTMENT INFORMATION:

  
Finance Manager Signature

  
Department Head Signature

  
Budget Manager Signature

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

For Use in Clerk's Office Only

☐ **Approved**

☐ **Delayed**

☐ **Declined**

**Reason:**



# Salisbury City Council Agenda Item Request Form



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

Requested Council Meeting Date: July 19, 2022

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

Name of Presenter(s): Dale Waters, IT Manager

Requested Agenda Item: Council to consider approving the renewal of Microsoft Licenses for the City of Salisbury, NC in the amount of \$134,795.80

Description of Requested Agenda Item: The City's adopted budget includes the renewal of the City's Microsoft licenses for computers and equipment.

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)

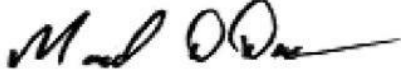
Action Requested of Council for Agenda Item: Authorize the City Manager to approve the renewal of Microsoft licenses for the City of Salisbury computers and equipment.

Contact Information for Group or Individual: Dale Waters, IT Manager

☒ **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) Announcement

## FINANCE DEPARTMENT INFORMATION:

  
Finance Manager Signature

  
Department Head Signature

  
Budget Manager Signature

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

## For Use in Clerk's Office Only

☐ Approved ☐ Delayed ☐ Declined

**Reason:**

# Salisbury City Council Agenda Item Request Form



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

Requested Council Meeting Date: July 19, 2022

Name of Group(s) or Individual(s) Making Request: Sanitation

Name of Presenter(s): Danny Rogers, Sanitation Manager

Requested Agenda Item: Council to consider approving the open purchase order for the Rowan County Landfill in the amount of \$442,000 for landfill charges.

Description of Requested Agenda Item: The City's adopted budget includes an appropriation of funds to pay the City's garbage disposal resource at the Rowan County Landfill.

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)

The City's adopted budget includes an appropriation of funds to pay the City's garbage disposal resource at the Rowan County Landfill.

Action Requested of Council for Agenda Item: Authorize the City Manager to approve an open Purchase Order to pay the City's garbage disposal resource at the Rowan County Landfill.

Contact Information for Group or Individual: Danny Rogers, Sanitation Manager

☒ **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) Announcement

## FINANCE DEPARTMENT INFORMATION:

  
Finance Manager Signature

  
Department Head Signature

  
Budget Manager Signature

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

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

☐ **Approved**

☐ **Delayed**

☐ **Declined**

**Reason:**

# Salisbury City Council Agenda Item Request Form



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

Requested Council Meeting Date: July 19, 2022

Name of Group(s) or Individual(s) Making Request: Sanitation

Name of Presenter(s): Danny Rogers, Sanitation Manager

Requested Agenda Item: Council to consider approving the open purchase order for Republic Services, our recycling contractor in the amount of \$618,000

Description of Requested Agenda Item: The City's adopted budget includes an appropriation of funds to pay the City's recycling contractor.

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)*

The City's adopted budget includes an appropriation of funds to pay the City's recycling contractor.

Action Requested of Council for Agenda Item: Authorize the City Manager to approve an open Purchase Order to pay the City's recycling contractor.

Contact Information for Group or Individual: Danny Rogers, Sanitation Manager

☒ **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) Announcement

## FINANCE DEPARTMENT INFORMATION:

  
Finance Manager Signature

  
Department Head Signature

  
Budget Manager Signature

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

For Use in Clerk's Office Only

☐ **Approved**

☐ **Delayed**

☐ **Declined**

**Reason:**



# Salisbury City Council Agenda Item Request Form



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

Requested Council Meeting Date: July 19, 2022

Name of Group(s) or Individual(s) Making Request: Sanitation

Name of Presenter(s): Danny Rogers, Sanitation Manager

Requested Agenda Item: Council to consider approving the open purchase order for Henson's Inc., our grinding services contractor in the amount of \$ 126,500.00.

Description of Requested Agenda Item: The City's adopted budget includes an appropriation of funds to pay the City's grinding services contractor.

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)*

The City's adopted budget includes an appropriation of funds to pay the City's grinding services contractor.

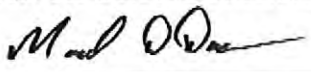
Action Requested of Council for Agenda Item: Authorize the City Manager to approve an open Purchase Order to pay the City's grinding services contractor.

Contact Information for Group or Individual: Danny Rogers, Sanitation Manager

☒ **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) Announcement

## FINANCE DEPARTMENT INFORMATION:

  
Finance Manager Signature

  
Department Head Signature

  
Budget Manager Signature

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

For Use in Clerk's Office Only

☐ **Approved**

☐ **Delayed**

☐ **Declined**

**Reason:**

# Salisbury City Council Agenda Item Request Form



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

Requested Council Meeting Date: July 19, 2022

Name of Group(s) or Individual(s) Making Request: Centralina Council of Governments

Name of Presenter(s): Kelly Baker

Requested Agenda Item: Council to consider adopting a Resolution ratifying the updated charter of Centralina Regional Council.

Description of Requested Agenda Item: Centralina Regional Council recently identified an unresolved issue with its tax status. Changes were made to the Centralina Charter and Bylaws to prohibit any private party from benefitting from or having an interest in the organization's earnings and assets. These changes will allow Centralina to qualify for tax exempt status as an essential government function consistent with Internal Revenue code Section 115(1). The Regional Council is seeking approval from each of its member governmental units in order to ratify the amendment.

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 adopting a Resolution ratifying the updated charter of Centralina Regional Council.

*. 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\*\*\***

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

☐

**Approved**

☐

**Delayed**

☐

**Declined**



# *City of Salisbury*

*North Carolina*

## **A RESOLUTION RATIFYING THE UPDATED CHARTER OF CENTRALINA REGIONAL COUNCIL**

**WHEREAS**, the City of Salisbury is a member of Centralina Regional Council (Centralina), a council of governments serving the needs of the nine-county region that includes Anson, Cabarrus, Gaston, Lincoln, Iredell, Mecklenburg, Rowan, Stanly and Union counties; and

**WHEREAS**, on February 9, 2022, the Centralina Board of Delegates adopted a resolution amending the organization's Charter to add language prohibiting private entities from benefitting from or having an interest in the organization's earnings or assets; and

**WHEREAS**, each member government must endorse the Charter as Centralina's governing document.

**NOW, THEREFORE, BE IT RESOLVED** by the Salisbury City Council that the City of Salisbury hereby ratifies the amended Centralina Regional Council Charter.

This the 19<sup>th</sup> day of July, 2022.

\_\_\_\_\_  
Karen K. Alexander, Mayor

ATTEST:

\_\_\_\_\_  
Kelly Baker, City Clerk

## MEMORANDUM

**TO:** Centralina Member Governments

**FROM:** Geraldine Gardner, Executive Director

**DATE:** June 17, 2022

**RE: Request to Ratify Centralina Regional Council's Amended Charter**

---

Earlier this year, Centralina management identified an unresolved issue with the organization's tax status. Legal counsel determined that Centralina qualifies for federal income tax exempt status because the organization performs an "essential government function" consistent with Internal Revenue Code Section 115(1), which specifies tax exemption for income derived from such a function. Specific sections of the Centralina Charter and Bylaws needed to be amended to prohibit any private party from benefitting from or having an interest in the organization's earnings and assets, however.

At the February 9<sup>th</sup> Centralina Board of Delegates meeting, the Board adopted a resolution to amend the Charter and Bylaws to resolve this issue. To finalize the Charter amendment process, the governing body of each Centralina member government must ratify the updated Charter.

At your governing body's upcoming July or August meeting, I ask that you include the attached resolution on your Consent Agenda. A copy of the amending resolution adopted by the Centralina Board of Delegates and the updated Charter are also attached for reference. Centralina staff are available if you have any questions about the process. Once your council or board has ratified the Charter, please send a copy of your adopted resolution to Connor Choka at [cchoka@centralina.org](mailto:cchoka@centralina.org).

We greatly appreciate your membership in Centralina and thank you for your support of this request.



704-372-2416 | [info@centralina.org](mailto:info@centralina.org) | [www.centralina.org](http://www.centralina.org)  
9815 David Taylor Drive, Suite 100 | Charlotte, NC 28262





## RESOLUTION AMENDING THE CENTRALINA CHARTER AND BYLAWS

**WHEREAS,** Centralina Regional Council is one of 16 regional councils in North Carolina, authorized by the General Assembly to address regional issues and opportunities by offering planning, coordination, program management, advocacy, and technical assistance services; and

**WHEREAS,** Centralina's Charter notes that the organization was created for the region's local governments to "consult among themselves to act in concert and to jointly exercise the powers of local government with reference to regional matters affecting health, safety, welfare, education, transportation, recreation, economic conditions, regional planning or regional development"; and

**WHEREAS,** Centralina attorneys from Shumaker, Loop, and Kendrick have advised that this statement in the Centralina Charter indicates that the organization performs an "essential government function" consistent with Internal Revenue Code Section 115(1), which specifies tax exemption for income derived from such a function; and

**WHEREAS,** Centralina's income is not exempt from federal income tax under Internal Revenue Code Section 115(1), however, because the Charter and Bylaws do not specifically prohibit a private party from benefitting or having an interest in the organization's earnings or assets; and

**WHEREAS,** Centralina attorneys have advised that Centralina's income will be eligible for a federal income tax exempt status if the organization amends its Charter and Bylaws to explicitly provide that no private party may benefit or have an interest in Centralina's earnings or assets, and that upon dissolution, those assets will be distributed solely to Centralina member governments.

**NOW, THEREFORE, BE IT RESOLVED,** that the Board of Delegates of Centralina Regional Council amends the organization's Charter Resolution as follows (underlining indicates additions and strikethroughs indicate deletions):

ITEM IX, Section J:

No private party may benefit or have an interest in Centralina's earnings or financial assets.

...

ITEM XII, Section B:

The Council may be dissolved at the end of any fiscal year only (1) upon adoption of a dissolution resolution by three-fourths of the governing bodies of all governmental units, or (2) the withdrawal from the Council of all but one of the member governmental units. ~~If such dissolution is effected by resolution of the member governments, such resolution shall specify the method of liquidating~~



**CENTRALINA**  
REGIONAL COUNCIL

the Council's assets and liabilities. If such dissolution is occasioned by withdrawal of all but one member, the remaining governmental unit shall have the power to liquidate all assets and liabilities and it shall then distribute the net proceeds, if any, Upon dissolution, the Council's financial assets will be distributed solely to those members who paid the latest annual assessment and in the same proportion. Any deficit shall be the responsibility of those member governments who would have received the net proceeds, and in the same proportions.

**BE IT FURTHER RESOLVED,** that Centralina Regional Council amends its Bylaws as follows (underlining indicates additions):

Article X: Financial

G. Financial Interest and Distribution of Assets: No private party may benefit or have an interest in the Council's earnings or financial assets. Upon dissolution of the Council, its financial assets will be distributed solely to the member governments that paid the latest annual assessment and in the same proportion.

Adopted this 9th day of February, 2022.

Bobby Compton, Centralina Regional Council Board Chairman

ATTEST:

Kelly Weston, Clerk to the Board

# CENTRALINA REGIONAL COUNCIL CHARTER RESOLUTION

**WHEREAS**, the undersigned governmental units of the State of North Carolina, together with the other county and municipal governmental units in North Carolina or a state adjoining North Carolina hereafter adopting concurrent Resolutions identical hereto, recognize that there is a need for such governmental units to consult among themselves to act in concert and to jointly exercise the powers of local government with reference to regional matters affecting health, safety, welfare, education, transportation, recreation, economic conditions, regional planning or regional development; now therefore, be it

**RESOLVED**, that pursuant to the General Statutes of North Carolina, Chapter 160A, Article 20, Parts 1 and 2, the following Resolution is hereby adopted for the establishment of a regional council of governments and for the joint exercise of any power, function, public enterprise, right, privilege or immunity of local government by and through this regional council and its member governmental units, all to the extent and in the manner authorized or permitted by Article 20 of Chapter 160A of the General Statutes of North Carolina entitled "Interlocal Cooperation".

## ITEM I

**Short Title - Binding Effect:** This Resolution shall be hereafter referred to as the "Charter" of the Centralina Regional Council; and said Charter, together with all amendments thereto, shall be binding upon and shall inure to the benefit of all governmental units who are now or hereafter become its members.

## ITEM II

**Name:** The name of the regional council of governments hereby established shall be the **CENTRALINA REGIONAL COUNCIL** and shall be hereinafter referred to herein as the "Council."

## ITEM III

### **Membership:**

- A. The initial membership of this Council of Governments shall consist of the following governmental units who are presently members of the Council and such additional units of local government admitted in accordance with the provisions of this Charter:



Albemarle	Harrisburg	Monroe
Anson County	Huntersville	Mooreville
Ansonville	Indian Trail	Morven
Badin	Iredell County	Mount Holly
Belmont	Kannapolis	Oakboro
Bessemer City	Kings Mountain	Pineville
Cabarrus County	Landis	Ranlo
Charlotte	Lincoln County	Richfield
Cherryville	Lincolnton	Salisbury
Cleveland	Locust	Spencer
Concord	Lowell	Stallings
Cornelius	Marshville	Stanley
Cramerton	Marvin	Stanly County
Dallas	Matthews	Statesville
Davidson	McAdenville	Troutman
East Spencer	Mecklenburg County	Union County
Faith	Midland	Wadesboro
Gaston County	Mineral Springs	Waxhaw
Gastonia	Mint Hill	Wingate
Granite Quarry	Misenheimer	

- B. Any municipal or county government which is not an initial member of the Council, including any municipal or county government in a state adjoining North Carolina (where permitted by the laws of said adjoining state) may join the Council by ratifying or adopting this Charter and upon the majority vote of the existing members. Notice of such application for admission shall be given each member in the manner prescribed by the Council Bylaws at least ten (10) days prior to the date of the meeting at which the vote is to be taken.
- C. All rights and privileges of membership in the Council shall be exercised on behalf of the member governments by their delegates to the Council; and “delegates” as used in this Charter shall, unless otherwise provided, include alternate delegates duly designated by a member government.

#### ITEM IV

**Purpose and Functions:** The Council hereby established shall be a voluntary organization of local governmental units organized and existing to (1) provide a framework within which matters affecting the health, safety, welfare, education, recreation, economic conditions, transportation, water quality and solid waste, regional planning or regional development of and for the citizens within the member governmental units may be studied and discussed, and concerning which solutions or recommendations are proposed; (2) to implement courses of action relating to the matters within contractual exercise by one unit for other units its jurisdiction through the joint exercise or of any power, function, right, privilege or immunity of local government; (3) to promote intergovernmental cooperation, communication and planning; and (4) to review, upon the request of state, federal or local governments, or agencies thereof, applications for grants or funds for projects affecting citizens within the members' jurisdictions.

## ITEM V

### **Representation:**

- A. Each member governmental unit shall be represented in the Council by one delegate or in the absence of such delegate by a designated alternate, if any. All delegates and alternates shall be elected members of the governing bodies of the member governmental units they represent. The delegates and alternates, as well as their successors, shall be selected by the member governments in any manner consistent with law and the regulations governing such body, and their names shall be certified to the Council in the manner prescribed by the Bylaws of the Council. Each governmental unit may designate any number of alternate delegates.
- B. The term of office of each delegate shall commence upon the selection and certification of the delegate to the Council by the respective member government; and such delegate shall continue to represent the member government until a successor delegate is certified, unless the delegate shall sooner resign, cease to be an elected member of said governing body, or be removed as a delegate by said governing body, in which case his term shall expire on the effective date of such event. Only an individual who has been duly appointed and certified to the Council as a delegate or alternate may be permitted to vote in any matter. The members shall also appoint and certify a successor to fill any vacancy created by the death, removal, resignation, or ineligibility of a delegate (but not an alternate), but an alternate may represent a member until such successor delegate is appointed and certified.

## ITEM VI

### **Voting and Quorum Requirements:**

- A. Except as provided in paragraph D of this Item, each member governmental unit shall be entitled to one vote on all matters coming before the Council or before any committee to which such member unit is duly appointed. All votes shall be cast by the delegate, or in his absence, by an alternate delegate of the member government.
- B. A quorum shall be present for the transaction of business of the Council at any meeting at which there is representation of either (a) a majority of all the member governmental units or (b) fifty percent (50%) of the county member governmental units and thirty percent (30%) of the total number of member municipal governmental units.
- C. The affirmative vote of a majority of representatives present at any meeting at which a quorum was present shall be required for any action or recommendation of the Council or any committee, unless this Charter or the Bylaws of the Council require a larger affirmative vote on particular matters. Voting shall be by voice, a show of hands or, upon the request of any three delegates, by a poll of the delegates.
- D. Any member governmental unit shall be entitled to request that any matter requiring a vote of the Council be considered by weighted voting in accordance with the following

procedures:

1. A request for weighted voting must be made after the motion is made and before any vote on the motion is taken.
2. The vote on any matter appearing on the written agenda for the meeting, and upon which weighted voting has been requested, must be taken at that meeting unless the vote is postponed by a two-thirds non-weighted vote of the delegates.
3. Each member governmental unit shall be entitled to cast one vote for each 50,000 residents of its jurisdiction (or portion thereof) as determined by the census used in assessing members' dues for the current fiscal year. A simple majority of the votes cast shall be required for passage of any motion unless the Charter or Bylaws require a larger affirmative vote on particular matters.
4. Anything contained in these weighted voting procedures to the contrary notwithstanding, if on any motion utilizing weighted voting any three (3) county member governments shall cast negative votes, the motion shall fail unless the motion would have carried without the use of weighted voting.
5. All votes on issues where weighted voting is requested shall be taken by a poll of the delegates.

#### **ITEM VII**

**Withdrawal:** Any member may withdraw from the Council at the end of any fiscal year, provided written notice of intent to withdraw is given to each of the other members at least six (6) months prior to the end of the fiscal year.

#### **ITEM VIII**

**Powers and Duties of the Council:** Within the limits of funds and personnel available, the Council:

- A. Shall have and may exercise, in accordance with its Charter and Bylaws, all of the powers which the General Assembly of North Carolina has authorized, and may hereafter from time to time authorize this Charter to confer upon the Council, including, but not limited to, all of the specific powers enumerate in Section 160A-475 (and any amendments thereto) of the General Statutes of North Carolina, which powers are incorporated herein by reference. Similarly, to the extent applicable, any powers authorized hereafter by the General Assembly of a state adjoining North Carolina may be exercised by the Council with respect to interstate activities or functions.
- B. Shall have, and may exercise, in addition to and not in limitation of the foregoing, the following powers:



1. To create such committees as it deems necessary to exercise the powers granted to the Council herein in dealing with problems or problem areas that do not involve all the members of the Council. At least one delegate from each member governmental unit affected by the problem or problem area to be dealt with by the committee is entitled to be a member of that committee. Any two or more member governmental units shall have the right to have a Council committee formed to exercise the powers of the Council with reference to any problem which affects the petitioning governmental units, unless the Council shall reasonably determine that the problem or problem area in question should be assigned to an existing committee, in which case the petitioning members shall be entitled to be represented on said committee. The subject matter over which any committee has jurisdiction to exercise the powers of the Council shall be specifically defined, but may be enlarged or restricted by the Council from time to time. Unless the right of a member to representation on any particular committee granted hereinabove is asserted, the Chairman of the Council shall designate the membership of all committees.
2. To accept, receive and disburse in furtherance of the duties, purposes, powers, and functions specified in this Charter all member assessments, funds, grants, and services made available by the State of North Carolina, any other state, or any agency thereof, the Federal Government and its agencies, any municipality or county or agency thereof, the Federal Government and its agencies, any municipality or county or other governmental or quasi- governmental unit or agency (whether or not a member of such Council) and private and civic sources. The Council may provide matching funds, grants, or services, received from any source, to or for any governmental or quasi-governmental agencies established by the Council or any two or more member governmental units in furtherance of the duties, purposes, powers, and functions herein contained. None of the powers contained in this subparagraph may be exercised by any committee except with respect to funds budgeted or appropriated for their use by the Council.
3. To meet with, consult with, contract with or act in concert with any county or municipality or any agency of any state, the federal government, any civic organization, or private organization in the furtherance of the purposes and objects within its jurisdiction.
4. To participate, as a unit of local government, in any undertaking with any other unit of local government, whether or not a member of the Council, for the joint exercise of governmental powers in accordance with and pursuant to the provisions of Chapter 160A, Article 20, Part 1 of the General Statutes of North Carolina (and any amendments thereto), entitled "Interlocal Cooperation".
5. To contract with any government entity or agency, or any other person, firm or corporation for goods and/or services when same have been authorized by budget appropriations or by special resolution of the Council appropriating available

funds; and to purchase and own such personal property, equipment, vehicles and furnishings as may be authorized or for which funds may be appropriated.

6. To adopt Bylaws containing such rules and regulations for the conduct of its business as it may deem necessary for the proper discharge of its duties and the performance of its functions, not inconsistent with the Charter or the laws of North Carolina.
7. To create agencies of the Council to act for and on behalf of the Council in the planning and development of particular programs which affect the health, safety, welfare, education, economic conditions or regional development of two or more member governmental units. Such agencies shall have such membership, staff, powers, duties and responsibilities as may be specified in the Council Resolutions pursuant to which such agency is established, consistent with the powers herein granted to the Council. Provided, however, such agency shall at all times be acting for and on behalf of, and shall be responsible to, the Council. The Council may appropriate funds for the use of agency programs which it has received from any source, including member assessments, provided such appropriation is made in accordance with this Charter.
8. To contract with other units of local government, as that term is defined in G.S. 160A- 460, to provide for administrative, planning, procurements or other services, including administration of grants from local, state and federal agencies, in order to promote and encourage interlocal cooperation authorized under G.S. 160A-461.

## **ITEM IX**

### **Financial:**

- A. The general operating expenses of the Council shall be paid from funds paid to the Council by each member governmental unit. The annual contribution of each member governmental unit shall be based upon the duly adopted budget for such year and shall be assessed on the basis of the population for each member. For the purpose of determining the current population of each governmental unit, the Council shall use either (1) the Population Estimates for North Carolina Municipalities and Counties prepared by the United States Bureau of the Census and the North Carolina Office of State Budget and Management and published from time to time or (2) the official 10-year census figures. The current population estimates are the most recent estimates available using either (1) or (2) above, on the date the annual dues for member governments is determined by the Council.
- B. All expenditures of the Council for special projects of the Council or any committee thereof or for performance of contractual services for non-member units of local government shall be made from revenues paid to the Council by the governmental units

directly involved in such projects. All such revenues shall be credited to a special revenue account and all expenditures made at the completion of any project or contract. In no case shall other general fund revenues be used to pay any special project costs which do not reasonably involve or benefit the entire Council. In the event payments made by other units of local government exceed or are less than the actual cost of a special project, the excess shall be refunded to and the deficit paid by the units of local governments affected thereby.

- C. The budget for the Council for each fiscal year and the assessment of each member shall be adopted by the affirmative vote of at least seventy-five percent (75%) of the representatives present at a meeting at which a quorum was present, provided notice of such vote has been given in accordance with the Bylaws, and provided further said notice is accompanied by a copy of the proposed budget and assessment.
- D. The budget for the Council and the assessment for each member governmental unit shall be adopted by the Council no later than April 15th of each year. Provided, the Council shall publish and deliver to the delegates a budget estimate, indicating each member governmental unit's estimated share thereof, on or before March 31st of each year, if the actual budget shall not have been adopted by that date.
- E. The budget, once adopted, may be amended by the affirmative vote of at least seventy-five percent (75%) of the representatives present at a meeting at which a quorum was present, provided notice of such vote has been given in accordance with the Bylaws, and provided, further, said notice shall state in detail the proposed terms of the amendment and the reasons therefor.
- F. The annual assessment for each member governmental unit shall be payable on or before August 1st of each year and shall be delinquent thereafter. Any member of the Council which becomes delinquent in the payment of its annual assessments shall lose all rights and privileges of Council membership during such a period of delinquency. Any new member shall pay the full annual assessment for the current fiscal year regardless of its date of admission.
- G. All revenues paid to the Council by member governmental units and all other sources whatsoever shall be deposited in the general fund of the Council, and separate revenue and expenditure accounts shall be maintained for each phase of operation of the Council to the extent required by sound accounting practices, to include, but not to be limited to, such accounts for the general operating expenses of the Council and each special project undertaken by the Council or any committee thereof.
- H. The general operating expenses of the Council shall include, but are not necessarily limited to: providing meeting and office space or other such physical facilities needed by the Council or any committee thereof; providing compensation for the director and other administrative personnel of the Council; providing the necessary legal and accounting or other professional services; providing furniture, equipment, vehicles and

supplies, paying special consultants, temporary employees and contractors duly authorized by the Council; reimbursing authorized expenses of Council employees.

- I. Unless the Council shall otherwise provided by resolution, any surplus funds in the general operating expense account at the close of any fiscal year shall be credited as additional revenue for budget purposes for the following fiscal year. All other funds shall be held and disbursed as otherwise herein provided or as directed by the contributing source.
- J. No private party may benefit from or have an interest in the Council's earnings and financial assets.

## **ITEM X**

### **Compensation and Expenses of Delegates:**

- A. Except for the Chairman of the Council, a delegate, and in his absence, an alternate delegate may receive, if the Bylaws so provide, up to \$40.00 for each regular or special meeting of the Council and Executive Committee attended, not to exceed \$500.00 during any fiscal year. Such Bylaws may also provide that actual travel expenses, not to exceed twenty-five cents (\$.25) per mile, may be paid to each delegate, and in his absence to one alternate delegate, for attending any meeting of the Council or any committee meeting. The Chairman of the Council shall receive \$200.00 per month as compensation for his services to the Council.
- B. For travel on any authorized business of the Council, other than to attend Council or committee meetings, delegates shall be reimbursed for their actual expenses, as approved by the Council.

## **ITEM XI**

**Severability:** If any Item, paragraph, sentence or phase of this Charter shall be declared by any court of competent jurisdiction to be in violation of the laws of this State or, where applicable, of the laws of any other state, such provisions of this Charter shall be considered to be severable, as to the member or members affected, and the validity of the remaining portion of the Charter shall not be affected.

## **ITEM XII**

### **Amendment of Charter and Dissolution of Council:**

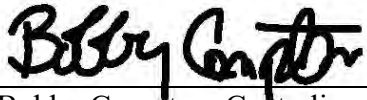
- A. The Council may formally recommend to the member governments a resolution to amend the Charter by affirmative vote of at least three-fourths of the representatives present at any meeting at which a quorum was present, provided notice of such vote has been given in accordance with the Bylaws. Said amendment shall become effective when the resolution has been duly adopted by three-fourths of the member governmental units.

- B. The Council may be dissolved at the end of any fiscal year only (1) upon adoption of a dissolution resolution by three-fourths of the governing bodies of all governmental units, or (2) the withdrawal from the Council of all but one of the member governmental units. Upon dissolution, the Council's financial assets will be distributed solely to those members who paid the latest annual assessment and in the same proportion. Any deficit shall be the responsibility of those member governments who would have received the net proceeds, and in the same proportions.

### ITEM XIII

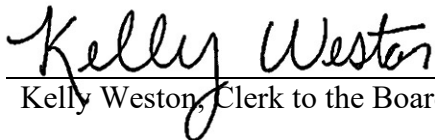
**Effective Date:** The effective date of this amended Charter shall be February 9, 2022, as to the current membership; and as to all subsequent members, this Charter shall be effective on the date of its adoption by the governing body of such governmental unit or the date such member's application was approved, whichever shall be later.

Amended      January 1, 1972  
Amended      July 1, 1989  
Amended      February 9, 2022



\_\_\_\_\_  
Bobby Compton, Centralina Chair

Attested by:



\_\_\_\_\_  
Kelly Weston, Clerk to the Board

# Salisbury City Council Agenda Item Request Form



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

Requested Council Meeting Date: July 19, 2022

Name of Group(s) or Individual(s) Making Request: Anne Little

Name of Presenter(s): Anne Little

Requested Agenda Item: Diversity, Equity and Inclusion Update Report

Description of Requested Agenda Item: DEI Director will provide an update on Citywide DEI actions from the last year as well as programming and strategies for the year ahead.

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: None (Please note if item includes an ordinance, resolution or petition)

Contact Information for Group or Individual: anne.little@salisburync.gov 704-638-5218

☐ **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

☐ Declined

Reason:



# Salisbury City Council Agenda Item Request Form



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

Requested Council Meeting Date: 7/19/2022

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

Name of Presenter(s): Chief Jerry Stokes

Requested Agenda Item: Council to consider bestowing Captain Melonie Thompson her sidearm and badge as a recognition of his retirement from the SPD on July 31, 2022.

Description of Requested Agenda Item: Officers retiring from service from the SPD are gifted their sidearm and badge for the nominal fee of \$1.00 per NCGS 20-187.2.

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)

In recognition of his service, Council consider gifting Captain Melonie Thompson her sidearm and badge.

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

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

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

## FINANCE DEPARTMENT INFORMATION:

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

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

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

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

## For Use in Clerk's Office Only

☐ Approved ☐ Delayed ☐ Declined

Reason:

# Salisbury City Council Agenda Item Request Form



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

**Requested Council Meeting Date:**

July 19, 2022

**Name of Group(s) or Individual(s) Making Request:**

Ruth C. Kennerly, HR Director

**Name of Presenter(s):**

**Requested Agenda Item:**

Recognition of the City of Salisbury getting the Charlotte Business Journal 2022 Healthiest Employer of the Greater Charlotte Award for companies with 100-499 employees.

**Description of Requested Agenda Item:**

The City of Salisbury is proud to announce that we have been featured once again as the Healthiest Employers of Greater Charlotte for companies with 100-499 employees by Charlotte Business Journal.

This distinction is based on a survey sent to companies in both the private and public sector covering a wide variety of health and wellness factors, such as healthcare coverage, testimonials from employees, and incentive programs. Each company is compared to similar-sized companies nationwide, with those surpassing the national average being featured on the list.

The City of Salisbury has been established as one of Charlotte's healthiest employers since 2020.

**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

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

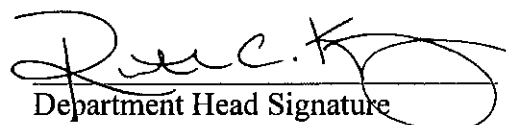
**Contact Information for Group or Individual:** Ruth C. Kennerly, rchap@salisburync.gov, 704-638-2168

☐ **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\*\*\****

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

☐ **Approved**

☐ **Declined**

**Reason:**



FOR IMMEDIATE RELEASE:  
Linda M. McElroy, Director  
City of Salisbury Communications  
Work: (704) 638-4460  
Cell: (704) 756-4925  
[lmcel@salisburync.gov](mailto:lmcel@salisburync.gov)

## **City of Salisbury receives top Healthiest Employer honor**

SALISBURY, N.C. (Tuesday, July 12, 2022) –The City of Salisbury claimed the top spot in the 2022 “Healthiest Employer” competition among Charlotte area businesses, according to the *Charlotte Business Journal*. Salisbury has made the list for the past three years in the 100 to 499-employee category. This year was the first time the municipality came in at number one.

According to the Journal, its “...Healthiest Employers of Greater Charlotte Awards program recognizes organizations that are making strides in wellness for their workers. Survey questions focused on a range of health- and wellness-related issues, from benefits like insurance and paid leave to workplace amenities and COVID protocols.”

With just over 400 full- and part-time employees, Salisbury makes significant progress in improving employees’ health through its popular, Health and Wellness Committee. Examples of past and recent programs include step challenges, waist and weight management incentives, and healthy recipe sharing. The City’s on-site nurse also makes it convenient to check bloodwork, manage allergies, and monitor other health issues.

Salisbury implemented a flexible work schedule policy to benefit employees during the COVID-19 pandemic. Each department created parameters for a flexible schedule that would balance the service the department provides with employees’ need for a healthy life-work balance. Participation from employees in the wellness program makes it stand out. The Health and Wellness Committee shared, “...if we can just get our employees to participate in something, they will enjoy the experience and feel like they gained something positive from that experience. They will pass the word around.”

“Our Health and Wellness program at the City of Salisbury continues to shape me throughout my professional and personal life. I am equipped with new skills from the education it provides, accountability with the programs that keep me challenged, and

resources I can reach out to for any question. All of this together helps guide me to live a better, healthier lifestyle,” said Claire Karriker, Salisbury administrative assistant, in the nomination form.

The rankings and scores for the Healthiest Employers competition were provided by a third-party surveying partner, Indianapolis-based Healthiest Employers LLC. Each employer was assigned a score based on its responses, and those with a score better than the national made the ranking. The companies were divided into five size categories by number of companywide employees: 2-99, 100-499, 500-1,499, 1,500-4,999 and 5,000+.

*The City of Salisbury is located in the heart of the Piedmont region of North Carolina, midway between Charlotte and Greensboro. Salisbury is the county seat of Rowan County, and provides a full range of municipal services, including law enforcement, fire protection, zoning and code enforcement and water and sewer systems. For more information regarding the City of Salisbury and its services and departments, please visit us on the web at [www.salisburync.gov](http://www.salisburync.gov). To receive updates regarding local initiatives, meetings, programs and events, please follow us on Twitter at @CitySalisburyNC and Facebook at <https://www.facebook.com/CitySalisburyNC>.*



# Salisbury City Council Agenda Item Request Form



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

Requested Council Meeting Date: July 19, 2022

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

Name of Presenter(s): Kelly Baker

**Requested Agenda Item:** Council to consider renaming the bench located in front of Fuller's Market in honor of Joseph Heilig.

**Description of Requested Agenda Item:** In accordance with Salisbury's renaming policy, Council received a recommendation from the Community Appearance Commission to rename the South Main Street bench located in front of Fuller's Market in honor of Joseph Heilig. Council established a 30-day comment period which closed July 7, 2022. The comments received are attached. Staff recommends Council approve renaming the bench in honor of Joseph Heilig.

**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 renaming the bench located in front of Fuller's Market in honor of Joseph Heilig.

. 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**

☐ **Approved**

☐ **Delayed**

☐ **Declined**

## Public Input Regarding Bench Plaque for Joseph Heilig

### **In Favor**

<b>Name</b>	<b>Comments</b>
Bettina Lail	I think this would be a great way to honor Joe. See my FB page Bettina Lail. The wonderful Birthday present I received from my friend a few years ago of her dog that she gave me and I. This picture has so much sentimental value to me. I always talked to Joe when we were downtown and gave him some \$ if he needed it. He was an awesome ambassador for the city of Salisbury and will be missed.
Pat Murtaugh	As a Rowan County resident who often visits downtown Salisbury in the area Joe Heilig spent his hours, I am willing to donate and would like to see Joe remembered with at least a plaque on his bench. Even better would be a sculpture of him working there. We have the sculpture walk... maybe it could be included during that tour in some way. Thank you for taking input from the public. He is one of those “original” Salisburians that makes you glad to reside in the county.
Becky Wilborn	I was thrilled to read the article in yesterday’s paper about the proposed bench plaque for Joe. I think the piece Donnie from MD marketing Firm created that now sits on Joseph’s bench would be a fabulous permanent plaque.
Susan and Bob Pharr	I am in agreement for putting a plaque to memorialize Joe Heilig on the bench on Main Street. What an enduring legacy to his life that would make. He certainly was the persona of Salisbury’s warm hospitality.
Amanda Bowman	Amanda Bowman

### **In Opposition**

<b>Name</b>	<b>Comments</b>
Clyde	Not in favor of renaming the bench.

# Salisbury City Council Agenda Item Request Form



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

Requested Council Meeting Date: July 19, 2022

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

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

Requested Agenda Item: LDOTA-02-2022

Description of Requested Agenda Item: An ordinance amending Chapter 4 Subdivisions and Infrastructure Section 4.9 of the Land Development Ordinance.

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 hold a public hearing with consideration to adopt an ordinance amending the Land Development Ordinance at the July 19, 2022 City Council meeting.


Contact Information for Group or Individual: Hannah Jacobson, 704-638-5230 or 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\*\*\***

## For Use in Clerk's Office Only

☐ Approved

☐ Delayed

☐ Declined

# Salisbury City Council Agenda Item Request Form

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**Reason:**

# One Stop Development Shop

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City of Salisbury Development Services  
132 North Main Street | 704.638.5208



## MEMORANDUM

TO: City Council

FROM: Hannah Jacobson, AICP  
Planning Director

DATE: City Council Meeting – June 21, 2022

RE: Ordinance Amendment – 4.9.B (Sidewalk Alternatives for Existing Streets)

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**Summary:** This proposed text amendment is to clarify circumstances in which the sidewalk payment in lieu program may be considered.

**Background:** Per the Land Development Ordinance (Section 4.9), installation of new sidewalks is a requirement for most new development, including as part of the construction of new streets, and as part of new development/major subdivisions along an existing publicly-maintained street in the corporate limits.

However, circumstances exist when the requirement to build new sidewalks can be waived:

- Section 6.3 exempts residential infill on existing lots of record, and lots created through a minor subdivision (the creation of four (4) lots or fewer) from building sidewalks when no other sidewalks exist if the comparison area.
- Section 4.9 allows for a developer to pay a fee ("pay-in-lieu") to the City instead of installing sidewalk in special circumstances. Since its adoption in 2008, the program has been utilized 31 times and a total of \$140,109.39 has been collected. Later this year, Ryan Street will be the first sidewalk constructed using the collected payments. Amendments were adopted to the payment-in-lieu program in 2022 that are intended to make the fee reflect the true time and material cost of sidewalk installation. The amendments also allowed flexibility in where the payment-in-lieu fees could be used for infill sidewalk projects. This amendment is now proposed to provide clarity on when the sidewalk payment in lieu program may be considered. The intent is to make it an exception, not a rule.

# One Stop Development Shop

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City of Salisbury Development Services  
132 North Main Street | 704.638.5208



**Proposal:** This amendment (Exhibit A) is proposed to provide clarity and to narrow the circumstances in which the sidewalk payment-in-lieu program may be considered. Current ordinance language allows the payment-in-lieu program in instances where “if constructed [the sidewalk] would not connect with a similar existing or proposed facility.” On corridors with potential for future development where pedestrian activity would be desirable in the future, as written, the ordinance seems to preclude an incremental approach to building out the sidewalk network. The proposal seeks to strike that part of the sentence.

## **B. Sidewalk Alternatives for Existing Streets**

When the approving authority determines that the construction of a required sidewalk along an existing publicly-maintained street is ~~unfeasible-infeasible~~ due to special circumstances, including but not limited to: an impending road widening; impracticality due to topography, streams, or other environmental limitations, or if constructed it would not ~~connect with a similar existing or proposed improvement therefore would not~~ provide ~~an immediate or future~~ ~~or a~~ future transportation or public safety benefit, ~~the~~ approving authority may approve a payment in lieu of sidewalk construction.

The proposed amendment was reviewed by the Technical Review Committee at the May 19, 2022 TRC Meeting and at the May 24, 2022 Planning Board Meeting and was unanimously recommended for approval.



## 4.9 Sidewalk Program

### A. Sidewalk Requirements

1. **Existing Streets:** As part of a proposed subdivision or new development along an existing publicly-maintained street in the corporate city limits, sidewalks shall be constructed along all applicable street frontages per the standards of Section 4.7 of this chapter.
2. **Infill Lots:** Sidewalk construction may not be required if the new development lot is considered an infill lot pursuant to Section 6.3.I, Infill Provisions, Sidewalk Compatibility Standards.
3. **New Streets:** As part of new street construction, sidewalks shall be constructed along both sides of the new street per the standards of Section 4.7 of this chapter.

### B. Sidewalk Alternatives for Existing Streets

When the approving authority determines that the construction of a required sidewalk along an existing publicly-maintained street is ~~unfeasible infeasible~~ due to special circumstances, including but not limited to: an impending road widening; impracticality due to topography, streams, or other environmental limitations, or if constructed it would not ~~connect with a similar existing or proposed improvement therefore would not provide an immediate or future~~ ~~or a~~ future transportation or public safety benefit, the approving authority may approve a payment in lieu of sidewalk construction.

### C. Sidewalk Payment In Lieu Program

As authorized under this section, a payment may be made to the City of Salisbury in lieu of sidewalk construction. The value of the payment shall equal the average linear foot sidewalk project cost, as determined by the Engineering & Development Services department of the City of Salisbury and calculated per time and material cost at the time of the request. The applicant is informed of the amount to be paid upon issuance of the zoning permit, or adoption of the ordinance for a Conditional District Overlay development, and payment shall be made prior to issuance of the Certificate of Occupancy.

Payments received in lieu of construction shall be placed in a restricted fund and set aside in a deferred revenue account to be used to install or repair sidewalks within the general area of the corporate city limits.

LDOTA-02-2022 PETITION TO AMEND



CHAPTER 4.9.B SUBDIVISIONS AND INFRASTRUCTURE

**LAND DEVELOPMENT ORDINANCE**

## B. Sidewalk Alternatives for Existing Streets

When the approving authority determines that the construction of a required sidewalk along an existing publicly-maintained street is ~~unfeasible~~infeasible due to special circumstances, including but not limited to: an impending road widening; impracticality due to topography, streams, or other environmental limitations, or if constructed it would not ~~connect with a similar existing or proposed improvement therefore would not~~ provide ~~an immediate or future~~ or a future transportation or public safety benefit, ~~the~~ approving authority may approve a payment in lieu of sidewalk construction.

## CONSISTENCY STATEMENT:

The proposed amendments to the Land Development Ordinance as underlined or stricken herein are reasonable, in the public interest, and consistent with the Vision 2020 Comprehensive Plan relative to continually refining the policies and provisions of the development process and finding creative solutions for unique properties while protecting neighborhood interests.



The City of Salisbury Planning Board recommended approval of the aforementioned amendment of the Land Development Ordinance at the May 24, 2022 Planning Board Meeting as being consistent with the Vision 2020 Comprehensive Plan.

AN ORDINANCE AMENDING CHAPTER 10 (PARKING) OF THE LAND DEVELOPMENT ORDINANCE OF THE CITY OF SALISBURY, NORTH CAROLINA. (PETITION NO. LDOTA-02-2022)

WHEREAS, the Salisbury Planning Board, an advisory board to the Salisbury City Council, reviewed the text amendment on May 24, 2022 and hereby recommends its approval; and

WHEREAS, the City Council held a properly-noticed public hearing at the regularly-scheduled City Council meeting of June 21, 2022; and

WHEREAS, the City Council hereby finds and determines that adoption of an ordinance to amend the Land Development Ordinance of the City of Salisbury as underlined or stricken herein is reasonable, in the public interest, and is consistent with the Vision 2020 Comprehensive Plan.

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

SECTION 1. That CHAPTER 4 (SUBDIVISIONS AND INFRASTRUCTURE) is amended as underlined or stricken.

SECTION 2. That all ordinances or 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 from and after its passage.



# Salisbury City Council

## Agenda Item Request Form



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

Requested Council Meeting Date: 07/19/2022

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

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

**Requested Agenda Item:** Council to consider approval of the City's FY 2022-23 Action Plan & Budget for the use of Community Development Block Grant (CDBG) & HOME Program funds from the U.S. Department of Housing & Urban Development (HUD).

### Description of Requested Agenda Item:

The City of Salisbury receives Federal formula funds annually from the U.S. Department of Housing and Urban Development (HUD). As a condition of receiving these funds, the City is required to develop an annual Action Plan and Budget that outlines the community development goals on which it will focus these funds. The FY 22-23 Action Plan and Budget covers the period between July 1, 2022, and June 30, 2023. During this period, the City will receive the following funds:

Community Development Block Grant (CDBG).....	\$290,752.00
Projected CDBG Program Income .....	\$20,000.00
HOME Investment Partnerships Program (HOME) .....	\$204,168.00
<b>TOTAL:</b>	<b>\$514,920.00</b>

The above funds will be used to meet the goals and objectives adopted by the City Council in the 2020-2024 Consolidated Plan. The Consolidated Plan describes community needs and determines local priorities for using public resources to assist low- and moderate-income residents of Salisbury.

### Community Development Block Grant (CDBG)

<u>Activities</u>	<u>Amount of Funding</u>
-------------------	--------------------------

Housing:

- |                        |              |
|------------------------|--------------|
| • Owner Occupied Rehab | \$149,706.60 |
|------------------------|--------------|

Public Infrastructure:

- |                             |              |
|-----------------------------|--------------|
| • West End Community Garden | \$ 45,000.00 |
|-----------------------------|--------------|

Public Services:

- |                                     |             |
|-------------------------------------|-------------|
| • Rowan Helping Ministries          | \$12,500.00 |
| • Rowan Community Care Clinic       | \$ 7,000.00 |
| • Rowan Meals on Wheels             | \$ 7,000.00 |
| • One Love Community Services, Inc. | \$12,000.00 |
| • Prevent Child Abuse Rowan         | \$ 5,000.00 |

Debt Service Section 108 Loan –

- |                          |             |
|--------------------------|-------------|
| • (Park Ave. Comm. Ctr.) | \$14,395.00 |
|--------------------------|-------------|

Fair Housing Activities	\$ 2,000.00
Program Administration	\$56,150.00
	<b>\$310,752.00</b>

### **HOME Investment Partnership Program**

#### Activities

New Construction	\$138,217.00
Down Payment Assistance	\$60,000.00
Program Administration	<u>\$11,557.00</u>
	<b>\$204,168.00</b>

<b>TOTAL BUDGET</b>	<b>\$514,920.00</b>
---------------------	---------------------

### *Action Plan & Budget Details*

This year's CDBG & HOME Action Plan & Budget identifies activities to develop and strengthen communities with the provision of decent housing and a suitable living environment, principally for low- and moderate-income persons in Salisbury.

The proposed Budget & Action Plan (attached) continue the City's investment in owner-occupied housing rehabilitation to assist low- and moderate- income homeowners. Based on past activities, the vast majority of those who apply for this assistance are elderly, minority homeowners. The Budget & Action Plan also continue the City's investment in local public service agencies that benefit low- and moderate- income populations.

The Budget & Action Plan allocates funding for improvements to the West End Community Garden, which include redesigning the site to create easier access for maintenance, new sustainable planter boxes, a storage building for supplies, material bays (for mulch, dirt, gravel), and adding electrical and water access at the shelter and in additional spots.

Finally, this Budget & Action Plan includes the final loan re-payment on the Section 108 loan used to rehabilitate the Park Avenue Community Center.

The draft has been made available for the required 30-day public review period both online and in public locations across the City. No substantial comments were received.

More information about the CDBG Program is available at <https://www.hudexchange.info/programs/cdbg/>.

More information about the HOME Program is available at <https://www.hudexchange.info/programs/home/>.

**Attachments:**    ☒ Yes        ☐ No

Action Plan and Budget One Page Summary  
FY 22-23 Action Plan and Budget  
Council Presentation – 07.19.22

**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 consider adoption of the FY 2022-23 CDBG & HOME Action Plan & Budget.

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

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**FINANCE DEPARTMENT INFORMATION:**

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

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

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

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

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

☐ **Approved**

☐ **Declined**

**Reason:**



# Housing and Community Development

## CDBG and HOME Programs

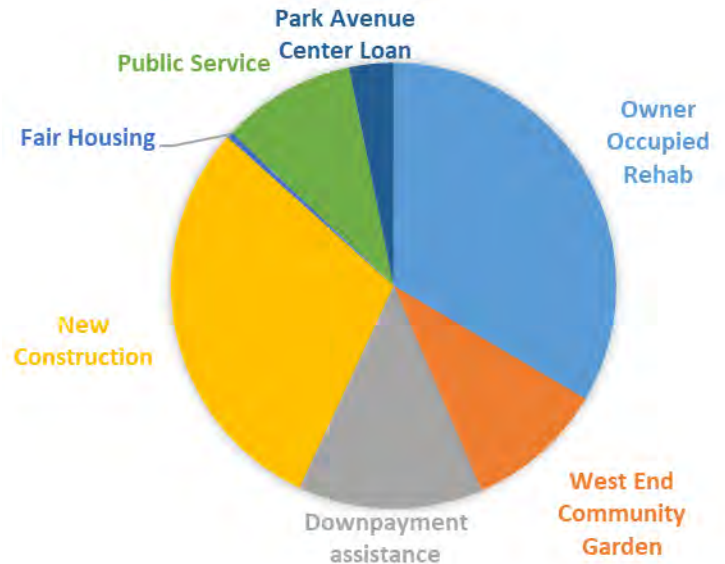
### Purpose of Block Grants

U.S. Department of Housing and Urban Development (HUD) provides annual grants to cities, counties and states. The purpose is to develop strong communities by:

- Providing decent housing
- Creating a suitable living environment
- Expanding economic opportunities
- Improving quality of life

*Specifically, for persons of low or moderate income*

### FY 2022-2023 Proposed Activity and Budget



### Current Revitalization Neighborhoods

Selected based on overall housing condition, median family income and percentage of individuals living in poverty, the City of Salisbury has identified five neighborhoods for priority funding for housing, infrastructure and public facilities:

- Park Avenue
- Jersey City
- West End
- North Main
- East End

CDBG-HOME Projects	
Owner Occupied Rehab	\$ 149,706.60
West End Community Garden	\$ 45,000.00
Downpayment assistance	\$ 60,000.00
New Construction	\$ 132,611.00
Fair Housing	\$ 2,000.00
Public Service	\$ 43,500.00
Park Avenue Center Loan	\$ 14,395.00
Planning & Admin	\$ 67,707.40

### Public Service Agency Support



Improve housing conditions for low and moderate income homeowners



Provide services to homeless individuals and families



Deliver food for homebound seniors and disabled individuals



Provide prevention services through the creation of a "food pharmacy" program



Offer mental health diagnosis, counseling and services



Provide education and therapy to victims of child abuse



# **City of Salisbury, North Carolina Community Development Block Grant (CDBG) & HOME Investment Partnerships**

## **Action Plan**

**FY 2022-2023**

*Planned investments in community & neighborhood development projects and related efforts toward achieving the objectives described in Salisbury's 2020-2024 Consolidated Plan.*

**City of Salisbury Community Planning Services**

P.O. Box 479 • Salisbury, North Carolina 28145-0479

Hannah Jacobson • (704)-638-5230 • [hannah.jacobson@salisburync.gov](mailto:hannah.jacobson@salisburync.gov) •  
[www.salisburync.gov/housing](http://www.salisburync.gov/housing)

## Executive Summary

### AP-05 Executive Summary - 91.200(c), 91.220(b)

#### 1. Introduction

The City of Salisbury receives federal formula funds annually from the U.S. Department of Housing & Urban Development (HUD). As a condition of receiving these funds, the City is required to develop an annual Action Plan that outlines the community development goals on which it will focus these funds. This Action Plan covers the period between July 1, 2022 and June 30, 2023. During this period, the City will receive the following Federal formula funds:

- Community Development Block Grant (CDBG) ..... \$290,752.00
- Community Development Block Grant (CDBG) Projected Program Income .....\$ 20,000.00
- HOME Investment Partnerships Program (HOME) ..... \$204,168.00

**TOTAL: \$514,920.00**

These funds will be used to meet goals and objectives established and approved by the Salisbury City Council and articulated in the City's 2020-2024 Consolidated Plan. The Consolidated Plan describes community needs and determines local priorities for using public resources to assist low- and moderate-income (LMI) residents of Salisbury over a five-year period.

The Consolidated Plan is carried out by Annual Action Plans, which identify how jurisdictions will spend limited public resources each year to meet the goals and priorities of the 2020-2024 Consolidated Plan. This CDBG & HOME Action Plan is a document which identifies government action that will be taken in FY 2022-2023 to develop and strengthen communities by ensuring the provision of decent housing and a suitable living environment, and by expanding economic opportunities, principally for low- and moderate-income persons in Salisbury.

The City of Salisbury recognizes the importance of developing this plan using input from citizens who are most likely to be impacted by the goals and objectives set forth in the plan. The strategy to gather input and participate in consultation activities is outlined by the framework provided by the U.S. Department of Housing and Urban Development (HUD). Citizen participation is incorporated within the process through public outreach and engagement activities by City planning staff and partnering agencies. This plan's goals and objectives were developed in consultation with citizens, nonprofit organizations, and other governmental bodies. The City of Salisbury and the Salisbury Community Development Corporation are responsible for plan coordination and reporting.



More information about the CDBG Program is available online at:  
<https://www.hudexchange.info/programs/cdbg-entitlement/>

More information about the HOME Program is available online at:  
<https://www.hudexchange.info/programs/home/>

## **2. Summarize the objectives and outcomes identified in the Plan**

The main objective of the FY 2022-2023 Annual Action Plan is to implement CDBG and HOME eligible activities and projects that solidify the strategic vision of the Five-Year Consolidated Plan. As a HUD Entitlement Community, the City will continue to support decent housing, a suitable living environments for persons of low- and moderate-incomes. CDBG funds can be used for a wide range of activities. For FY 2022-2023, the City expects to expend funding on housing-related activities, public facilities, public services and planning/administration activities.

## **3. Evaluation of past performance**

The City of Salisbury's investments in housing and public infrastructure have helped to stabilize neighborhoods by removing blighted structures, improving the condition of existing homes, increasing the supply of affordable homes, replacing aging sidewalks, and creating safe and more inviting parks and community centers. The City has partnered with Salisbury Community Development Corporation for more than twenty years to carry out housing programs that have produced concrete positive results. Housing counseling programs offered by the Salisbury CDC have helped families prepare for homeownership, improve their credit worthiness, obtain financing and maintain their home. By promoting homeownership and investing in housing and public infrastructure, the City has helped to strengthen neighborhoods and improve the overall quality of life. The City's involvement as a development partner in the affordable rental market has helped with a critical need for safe and affordable units for rent.

Since 2005, the City of Salisbury has received approximately \$6,000,000.00 through CDBG and HOME programs. Notable accomplishments with these funds include, but are not limited to, the following:

- More than 50 home acquisition/rehab/resale or new construction projects completed;
- More than 40 home emergency rehabilitation projects completed;
- Down payment and closing cost assistance made available to 12 low-moderate income first-time homebuyers;
- Demolition and blight removal to stabilize at-risk neighborhoods;
- More than five streetscape improvement/public infrastructure projects completed. These include improvements in the East End neighborhood at the Dixonville Cemetery; new sidewalk construction on Partee Street and Old Plank Road in the West End neighborhood; the

reconstruction of the Jersey City neighborhood entrance; and new sidewalk construction on Monroe Street

- Public service funding extended to numerous organizations serving low-moderate income populations including those that are homeless, those that have suffered abuse, those that lack health insurance, those that are homebound without access to fresh food, and those that have been impacted negatively by COVID-19.
- Summer employment program for youth of low-moderate income families
- Participation in development of affordable rental housing communities (Brenner Crossing Phases 1 and 2, and Westbridge Village); and
- More than 200 individuals have participated in homebuyer education training, consisting of training in money management, pre-homeownership, home maintenance and landscaping training.

#### **4. Summary of Citizen Participation Process and consultation process**

The City of Salisbury's Community Planning Services department developed this 2022-2023 Action Plan with consultation from a diverse group of individuals and organizations. Consistent with the framework outlined by HUD, a Citizen Participation & Consultation Plan guided the plan's development.

A public hearing for the use of these funds was held on June 7, 2022 at a meeting of the Salisbury City Council. Two public information and input sessions on the use of federal formula funds from the CDBG & HOME programs were held on March 30, 2022 and April 21, 2022.

The draft Action plan was made available for public review from June 13, 2022 until July 14, 2022. The draft plan was presented to the Salisbury City Council on June 21, 2022, and an additional public input session on the draft was held June 16, 2022.

#### **5. Summary of public comments**

A public hearing was held on **June 7, 2022**. No one signed up to speak.

A meeting of the Neighborhood Leaders Alliance was held on **March 30, 2022** to receive ideas from diverse neighborhoods regarding the use of federal community development funds. Conversation was facilitated and guided by a questionnaire. Comments included the need for:

- A sidewalk on Brenner Avenue near the Veteran's Administration Hospital (*note that this project is already in ROW acquisition*)
- Neighborhood community centers and programming for children and teens
- A refresher and activation of Cannon Park
- Workforce development programs (coding, for example)
- Regular street sweeping and bulky pick up

- Construction of new affordable housing and an increase in the overall housing supply

As part of Fair Housing month, key stakeholders were engaged on **April 21, 2022** in a round table discussion about the housing struggles experienced by low income persons and those in the protected classes. Those in attendance included representatives from Rufty Holmes Senior Center, Rowan County Department of Social Services, Rowan County United Way, City of Salisbury Communication Department, and City of Salisbury Human Resources. Discussion centered on the need for:

- An expanded minor repair program to retrofit housing units to accommodate low-income and disabled veterans, as well as low-income seniors;
- Fair housing education for renters and landlords that engages people where they are through art, mixed media, other platforms;
- An educational campaign combatting “predatory” home flippers
- Developing and implementing a multi-year, phased approach to Fair Housing: education, encouragement, and enforcement.

During the 30-day public review period, staff collected comments via email and in person at a **June 16, 2022** input and information session. Comments included:

- No comments were received via mail or email during 30-day public review period
- 5 residents attended the June 16<sup>th</sup> public information session and completed a “budget prioritization worksheet” in which participants were given limited money to spend on various activities. Participant’s priorities aligned with the activities recommended in this Action Plan. While there was general commitment to homeownership as a priority, one participant noted that new construction might not yield as high of a value these days because of the high cost of construction.

## **6. Summary of comments or views not accepted and the reasons for not accepting them**

All comments were accepted. Comments made regarding creation of new programs will be considered in future planning opportunities when funding permits.

## **7. Summary**

The City of Salisbury’s 2022-2023 Action Plan identifies action that will be taken in FY 2022-2023 to stabilize, develop and strengthen communities by ensuring the provision of decent housing and a suitable living environment, by improving public facilities and infrastructure, furthering fair housing and providing support for homeowners who are low- and moderate-income persons. This plan furthers goals and outcomes identified in the 2020-2024 Consolidated Plan.

## PR-05 Lead & Responsible Agencies - 91.200(b)

### 1. Agency/entity responsible for preparing/administering the Consolidated Plan

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role		Name	Department/Agency
CDBG Administrator		Salisbury	Salisbury Community Development Corporation
HOME Administrator			Salisbury Community Development Corporation

**Table 1 – Responsible Agencies**

### Narrative

The City of Salisbury, through the department of Community Planning Services, will coordinate all planning and reporting activities for the CDBG and HOME programs, including developing budgets and completion of annual Action Plans and Performance Reports. The City will provide a staff contact and participate in the Cabarrus/Iredell/Rowan HOME Consortium and the Piedmont Regional Continuum of Care. Planning staff will manage non-housing/infrastructure projects and will be responsible for monitoring the activities of public service agencies or other sub-recipients. The Finance Department will oversee the drawdown of Federal funds and disbursements.

The Salisbury Community Development Corporation (CDC) will implement the CDBG and HOME grant programs as they relate to housing. The CDC will manage all aspects of housing acquisition, rehabilitation, site development, new construction and other housing activities. Related functions such as inspections, work write-ups, bid process, construction contracts, homebuyer education/counseling and confirming eligibility of applicants will be carried out or managed by the CDC. The CDC will also act on the City's behalf to forge partnerships with lenders and other agencies to obtain reduced interest rates, grants and other leveraged assets. The City and the CDC will work with neighborhood organizations in designated revitalization areas to ensure that activities are tailored to the needs and desires of residents and will provide assistance as needed to other non-profits and agencies serving low-to-moderate income populations, the homeless and special needs populations.

The City will continue to support the work that our invaluable community-based organizations and partners, as well as other City of Salisbury departments to plan, develop, implement, and evaluate activities outlined in this Plan.

### **Consolidated Plan Public Contact Information**

Hannah Jacobson

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## **AP-10 Consultation - 91.100, 91.200(b), 91.215(l)**

### **1. Introduction**

The City of Salisbury Action Plan is developed with input from those most likely to be affected by the goals and objectives set forth in the plan. The strategy to gather input and participate in consultation activities is outlined by the framework provided by the U.S. Department of Housing and Urban Development. Citizen participation is incorporated through public outreach and engagement activities by City planning staff and partnering agencies.

### **Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).**

The City of Salisbury makes effective use of federal funds through many partnerships and collaboration, and by providing in-kind assistance and technical resources to other agencies in support of mutual goals. Federal funding allocation priorities are based on the City's intent to focus funds in order to achieve the greatest possible impact in areas with the greatest need. The City of Salisbury works with the Salisbury Housing Authority (SHA) to raise awareness and distribute media about the homeownership programs available through the Salisbury Community Development Corporation (CDC). The CDC is a non-profit, Community Housing Development Organization that helps to administer the City's CDBG and HOME grants. The organization partners to offer homeownership and housing counseling to eligible first-time home buyers, as well as homeowners in need of mortgage refinancing or facing foreclosure. The City helps address the needs of public housing residents by coordinating with the Family Self-Sufficiency Program (Salisbury Housing Authority) to encourage participation in financial literacy classes. Homeless prevention activities include partially funding the Homelessness Coordinator at Rowan Helping Ministries. The coordinator has created a coalition of governmental and non-governmental stakeholders working together to provide outreach and resources to those who are homeless. Two Resource Fairs for homeless individuals have occurred in 2021-2022, and there is now a coordinated approach between Rowan Helping Ministries, the Salisbury Police Department, and Salisbury Code Enforcement to get people the services they need.

The City will continue efforts to improve service coordination. Some activities will include:

- Continue to participate in the committee on homelessness spear headed by Rowan Helping Ministries
- Participate in Healthy Rowan, a collaboration of health and wellness related organizations
- Continue to participate in the Piedmont Regional Continuum of Care which strives to meet the housing needs of the homeless through regional partnerships;
- Regularly communicate with homeless service providers to stay attuned to periodic fluctuations in the homeless population and better understand the priority needs;



- Continue to engage public housing residents through community policing efforts and providing information about public transportation, recreation and other city services;
- Continue to participate in the Self-Sufficiency Programs (Salisbury Public Housing Authority) and encourage residents to attend classes at the Salisbury CDC on budgeting, home financial management, insurance needs and related topics;
- Continue to be responsive to requests from community service providers for GIS services, technical assistance or other assistance that the city is able to provide;
- Continue to support the efforts of the Human Relations Council and the Hispanic Coalition to engage diverse populations and encourage their participation in civic affairs.

**Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.**

The City does not directly administer any program providing support or care to homeless individuals and families however, the City has historically provided annual public service funding for emergency shelters for the homeless that are administered by Rowan Helping Ministries and the Family Crisis Council.

The City is an active participant in ongoing efforts to address the needs of homeless persons by maintaining active partnerships with local organizations that support the homeless. The City will continue to allocate public service funding to these organizations, as well as attend meetings relative to the City's role in addressing poverty in our community. City staff participate in regular meetings of the Continuum of Care and receive all email correspondence on CoC activities and updates.

**Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS**

Rowan County is part of a regional committee under the NC Balance of State Continuum of Care (CoC) that consists of 79 rural counties and broken into 30 regional committees. The Piedmont Regional Committee includes the following counties: Cabarrus, Davidson, Rowan, Stanly and Union counties. Locally, Rowan Helping Ministries (RHM) provides services to the homeless, including overnight shelter services. RHM provides bi-annual point-in-time homeless population counts, tracking information and other coordination activities to the Piedmont Regional Committee lead organization, Community Link in Charlotte, North Carolina. There is an Action Plan for the entire NC Balance of State CoC but not specific to the Piedmont Region.

**2. Agencies, groups, organizations and others who participated in the process and consultations**

**Table 2 – Agencies, groups, organizations who participated**

1	<b>Agency/Group/Organization</b>	ROWAN HELPING MINISTRIES
	<b>Agency/Group/Organization Type</b>	Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Organization is in regular, face-to-face, email and telephone contact with the City of Salisbury through monthly meetings of the homelessness committee.
2	<b>Agency/Group/Organization</b>	SALISBURY COMMUNITY DEVELOPMENT CORPORATION
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Market Analysis Lead-based Paint Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Organization is in regular, face-to-face, email and telephone contact with the City of Salisbury. City staff attend SCDC board meetings and staff meet monthly and on an as needed basis.
3	<b>Agency/Group/Organization</b>	Housing Authority of the City of Salisbury
	<b>Agency/Group/Organization Type</b>	PHA
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homelessness Strategy

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	City of Salisbury is in regular communication with the Salisbury Housing Authority staff. SHA staff and City staff toured all SHA properties this year while discussing need, progress, and potential future collaboration.
4	<b>Agency/Group/Organization</b>	ROWAN COUNTY UNITED WAY
	<b>Agency/Group/Organization Type</b>	Regional organization Foundation
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Organization is in regular contact with City, and was invited to participate in housing stakeholder roundtable to discuss housing needs for vulnerable populations and protected classes.
5	<b>Agency/Group/Organization</b>	ROWAN COUNTY
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Services-Employment

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homelessness Strategy Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City and County are in regular face-to-face communication, and via email and phone. Rowan County Department of Social Services participated in housing stakeholder roundtable to discuss housing needs for vulnerable populations and protected classes.
6	<b>Agency/Group/Organization</b>	Rufty Holmes Senior Center
	<b>Agency/Group/Organization Type</b>	Services-Elderly Persons
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Organization participated in housing stakeholder roundtable to discuss housing needs for vulnerable populations and protected classes.

#### Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Piedmont Regional Committee	They are consistent.

Table 3 - Other local / regional / federal planning efforts

#### Narrative

Salisbury Community Development Corporation is a non-profit, Community Housing Development Organization (CHDO) The organization oversees the day-to-day administration of the City's CDBG and HOME funding. The City is in regular, face-to-face, email and telephone contact

with the City of Salisbury and local residents. The City will continue efforts to improve service coordination. The organization provides valuable input into the City's Consolidated Plan, Action Plans and end of year CAPER documents.

## **AP-12 Participation - 91.401, 91.105, 91.200(c)**

### **1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting**

The Community Planning Services department, developed this 2022-2023 Action Plan with consultation from a diverse group of individuals and organizations. Guided by the framework provided by HUD, a Citizen Participation & Consultation Plan guided plan development.

A public hearing was held on **June 7, 2022**. No comments were received at the public hearing.

A meeting of the Neighborhood Leaders Alliance was held on **March 30, 2022** to receive ideas from diverse neighborhoods regarding the use of federal community development funds. Conversation was facilitated and guided by a questionnaire. Comments included the need for:

- A sidewalk on Brenner Avenue near the Veteran's Administration Hospital (*note that this project is already in ROW acquisition*)
- Neighborhood community centers and programming for children and teens
- A refresher and activation of Cannon Park
- Workforce development programs (coding, for example)
- Regular street sweeping and bulky pick up
- Construction of new affordable housing and an increase in the overall housing supply

As part of Fair Housing month, key stakeholders were engaged on **April 21, 2022** in a round table discussion about the housing struggles experienced by low income persons and those in the protected classes. Those in attendance included representatives from Rufty Holmes Senior Center, Rowan County Department of Social Services, Rowan County United Way, City of Salisbury Communication Department, and City of Salisbury Human Resources. Discussion centered on the need for:

- An expanded minor repair program to retrofit housing units to accommodate low-income and disabled veterans, as well as low-income seniors;
- Fair housing education for renters and landlords that engages people where they are through art, mixed media, other platforms;
- An educational campaign combatting "predatory" home flippers



- Developing and implementing a multi-year, phased approach to Fair Housing: education, encouragement, and enforcement.

During the 30-day public review period, staff collected comments via email and in person at a **June 16, 2022** input and information session. Comments included:

- No comments were received via mail or email during 30-day public review period
- 5 residents attended the June 16<sup>th</sup> public information session and completed a “budget prioritization worksheet” in which participants were given limited money to spend on various activities. Participant’s priorities aligned with the activities recommended in this Action Plan. While there was general commitment to homeownership as a priority, one participant noted that new construction might not yield as high of a value these days because of the high cost of construction.

### Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Internet Outreach	Non-targeted/broad community	Five public service agencies responded with applications for assistance	Applications received	All accepted	
2	Public Hearing	Non-targeted/broad community	No one signed up to speak	No comments were received	NA	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Public Meeting	Non-targeted/broad community	13 residents from various neighborhoods dispersed throughout the City	Provided input into priority needs including sidewalks, community facilities, maintenance of public realm, affordable housing construction, and workforce development.	All comments accepted	
4	Public Meeting	Public Service Providers	Representatives from five public service providers	Provided input into the housing struggles and needs experienced by low income persons and those in the protected classes they serve.	All comments accepted	
6	Social Media	Non-targeted/broad community	Facebook: 2 “likes”, 6 shares	Facebook: no comments	All comments accepted	
7	Public Meeting	Non-targeted/broad community	5 residents attended	General support for all programs identified in draft plan	All comments accepted	

**Table 4 – Citizen Participation Outreach**

Annual Action Plan  
2022

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## Expected Resources

### AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	290,752	20,000	0	310,752	0	
Other	public - federal	Admin and Planning Economic Development Housing Public Improvements Public Services	0	0	0	0	0	

**Table 5 - Expected Resources – Priority Table**

#### **Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

Federal funds will leverage in-kind support from the City related to infrastructure improvements with new housing development, park maintenance and future upgrades, and other state and federal grants that can be secured through the efforts of city staff. For the last four years, the City has allocated \$800,000 to a housing program in the West End and Park Avenue neighborhoods to assist with exterior rehabilitations to homes. Roofs, gutters, porches, windows, doors and paint are among eligible projects. A portion of these funds are used as the required match for HOME program, allowing new construction

for low-moderate homebuyers to be completed.

**If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

The City owns a 12-acre site in the Park Avenue neighborhood that was recently awarded an EPA Brownfields Cleanup grant. After cleanup has been completed, the City will be developing an RFP which could include stipulations or requirements for the creation of new affordable housing in the future redevelopment of the site.

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Increase supply of decent, affordable housing	2020	2024	Affordable Housing	Park Avenue Neighborhood West End Neighborhood Jersey City Neighborhood East End Neighborhood North Main Neighborhood		CDBG: \$149,706  HOME: \$192,611	Homeowner Housing Rehabilitated: 3 Household Housing Unit  New Construction: 1 New Housing Unit  Downpayment Assistance: 3 Households
2	Improve public facilities and infrastructure	2020	2024	Non-Housing Community Development	West End Neighborhood		CDBG: \$45,000	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 275 Households Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Provide assistance to public service agencies	2020	2024	Homeless Non-Homeless Special Needs			CDBG: \$43,500	Public service activities for Low/Moderate Income Housing Benefit: 130 Households Assisted Homeless Person Overnight Shelter: 150 Persons Assisted
4	Affirmatively further Fair Housing	2020	2024				CDBG: \$2,000	Other: 100 Other
5	Effectively plan and administer programs	2020	2024	Administration			CDBG: \$56,150  HOME: \$11,557	

**Table 6 – Goals Summary**

## Goal Descriptions

1	Goal Name	Increase supply of decent, affordable housing
	Goal Description	Create a suitable and decent living environment that is safe, affordable and sustainable for low- and moderate-income residents of the City of Salisbury.
2	Goal Name	Improve public facilities and infrastructure
	Goal Description	Provide improvements and upgrades to aging infrastructure and community assets, including but not limited to streets, sidewalks, lighting, water and sewer lines, parks, and community facilities.
3	Goal Name	Provide assistance to public service agencies
	Goal Description	Assist agencies offering services to low-moderate income and homeless individuals and families.

4	<b>Goal Name</b>	Affirmatively further Fair Housing
	<b>Goal Description</b>	Strengthen Fair Housing education and outreach initiatives.
5	<b>Goal Name</b>	Effectively plan and administer programs
	<b>Goal Description</b>	Implement a well-managed Community Development program with effective progress toward five-year goals.

## AP-35 Projects - 91.420, 91.220(d)

### Introduction

The following section describes the projects that will be a part of the City of Salisbury's Program Year 2022 Action Plan. It describes the amount of funding that will be received, and the way CDBG will be used to support the community development needs.

#	Project Name
1	2022-2023 Owner Occupied Rehabilitation
2	2022-2023 Public Improvements and Infrastructure
3	2022-2023 Public Service
4	2022-2023 Fair Housing
5	2022-2023 Debt Service
6	2022-2023 Administration

**Table 7 – Project Information**

### Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

Allocation priorities were determined through the PY 2022 citizen participation process, the priorities of the 2020-2024 Consolidated Plan, and in support of goals of the City Council.

Obstacles to addressing underserved needs include:

- A shortage of developers to build and rehabilitate affordable housing
- Increased costs of building and rehabilitating



### AP-38 Project Summary

CDBG Projects are listed in the table below. In addition, activities using HOME funds include the creation of one (1) new single-family home for purchase by a moderate-income homebuyer (50-80% income range) who will receive homebuyer education and counseling, and may also qualify for down payment assistance with ensures affordability. This home will be constructed in the Park Avenue neighborhood.

In addition, down payment assistance will be provided for up to three (3) households in the 50-80% AMI income range. With the current market and escalation of housing costs, down payment assistance is more important than ever to ensure access to affordable homes. This assistance reduces the amount of the monthly mortgage payment, making homeownership affordable for these families.

1	<b>Project Name</b>	2022-2023 Owner Occupied Rehabilitation
	<b>Target Area</b>	Park Avenue Neighborhood West End Neighborhood Jersey City Neighborhood East End Neighborhood North Main Neighborhood
	<b>Goals Supported</b>	Increase supply of decent, affordable housing
	<b>Needs Addressed</b>	Affordable Housing – Rehabilitation of Existing Units
	<b>Funding</b>	CDBG: \$149,706

	<b>Description</b>	Owner Occupied Rehabilitation, assist homeowners with repairs need to bring properties into compliance with local municipal code, thus making properties more livable, decent and safe. Create a suitable, decent living environment that is safe, affordable, and sustainable for low- and moderate-income residents of the City of Salisbury. Rehabilitation activities that may be undertaken include, but are not limited to, acquisition for rehabilitation and rehabilitation for residential purposes; energy improvements; water efficiency improvements; connection to water and sewer lines; testing for and abatement of lead-based paint; and accommodations for the elderly and persons with disabilities.
	<b>Target Date</b>	6/30/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Three low-moderate income families will benefit from rehabilitation work.
	<b>Location Description</b>	Target Neighborhoods
	<b>Planned Activities</b>	Create a suitable, decent living environment that is safe, affordable, and sustainable for low- and moderate-income residents of the City of Salisbury. Rehabilitation activities that may be undertaken include, but are not limited to, acquisition for rehabilitation and rehabilitation for residential purposes; energy improvements; water efficiency improvements; connection to water and sewer lines; testing for and abatement of lead-based paint; and accommodations for the elderly and persons with disabilities.
<b>2</b>	<b>Project Name</b>	2022-2023 Public Improvements and Infrastructure
	<b>Target Area</b>	West End Neighborhood
	<b>Goals Supported</b>	Improve public facilities and infrastructure
	<b>Needs Addressed</b>	Non-Housing Community Development Needs – Public Improvement
	<b>Funding</b>	CDBG: \$45,000
	<b>Description</b>	Site improvements to the West End Community Garden
	<b>Target Date</b>	6/30/2023

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	275 low-income households live within a ¼ mile of the West End Community Garden, and will be within proximity to take advantage of the new facilities.
	<b>Location Description</b>	West End Community Garden on Brenner Avenue
	<b>Planned Activities</b>	Site improvements to the existing West End Community Garden to include redesigning the site to create easier access for maintenance; building new sustainable planter boxes; erecting a storage building for supplies; building material bays for mulch, dirt and gravel; and adding electrical and water access at the shelter and in additional locations.
<b>3</b>	<b>Project Name</b>	2022-2023 Public Service
	<b>Target Area</b>	City-Wide
	<b>Goals Supported</b>	Provide assistance to public service agencies
	<b>Needs Addressed</b>	Non-Housing Community Development – Public Services
	<b>Funding</b>	CDBG: \$43,500
	<b>Description</b>	Support public service agencies that primarily benefit low income residents with basic needs and specialized care.
	<b>Target Date</b>	6/30/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	280 low moderate income persons. Goal to assist 150 persons with overnight shelter and 130 with non housing related public services.
	<b>Location Description</b>	City-wide
	<b>Planned Activities</b>	Public services are needed to help address the needs of the homeless population, as well as those at risk of becoming homeless. Direct services include shelter, food programs, and mental health counseling.
<b>4</b>	<b>Project Name</b>	2022-2023 Fair Housing
	<b>Target Area</b>	City-Wide

	<b>Goals Supported</b>	Affirmatively further Fair Housing
	<b>Needs Addressed</b>	Fair Housing
	<b>Funding</b>	CDBG: \$2,000
	<b>Description</b>	Activities and programs to educate and inform the public regarding rights and responsibilities under the Fair Housing Act.
	<b>Target Date</b>	6/30/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Goal to have 100 persons to engage and attend events targeted at low income home buyers and renters.
	<b>Location Description</b>	City-wide
	<b>Planned Activities</b>	Develop a print, social media, and/or mixed media campaign to educate low income renters and homebuyers about the Fair Housing Act.
5	<b>Project Name</b>	2022-2023 Debt Service
	<b>Target Area</b>	Park Avenue Neighborhood
	<b>Goals Supported</b>	Improve public facilities and infrastructure
	<b>Needs Addressed</b>	Non-Housing Community Development Needs – Public Improvement
	<b>Funding</b>	CDBG: \$14,395
	<b>Description</b>	Section 108 loan payment
	<b>Target Date</b>	6/30/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	Park Avenue

	<b>Planned Activities</b>	Final payment toward the debt service for the rehabilitation of the Park Avenue Community Center.
<b>6</b>	<b>Project Name</b>	2022-2023 Administration
	<b>Target Area</b>	
	<b>Goals Supported</b>	Effectively plan and administer programs
	<b>Needs Addressed</b>	
	<b>Funding</b>	CDBG: \$56,150
	<b>Description</b>	Implement a well-managed Community Development program with effective progress toward five-year goals as delineated in the 2020-2024 Consolidated Plan.
	<b>Target Date</b>	6/30/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	City-wide
	<b>Planned Activities</b>	Manage all aspects of housing acquisition, rehabilitation, site development, new construction and other housing activities. Related functions include inspections, work write-ups, bid process, construction contracts, homebuyer education/counseling and confirming eligibility of applicants.

## **P-50 Geographic Distribution - 91.420, 91.220(f)**

**Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed**

Housing and infrastructure funds will be directed to neighborhoods which have experienced persistent problems with housing decline; areas where predominantly low and moderate income families live and where neighborhoods are suffering due to the age of housing stock. These targeted areas include the Park Avenue, West End, Jersey City, North Main Street and East End neighborhoods. The housing programs will also be available for eligible applicants residing anywhere within the City of Salisbury.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
Park Avenue Neighborhood	15
West End Neighborhood	25
Jersey City Neighborhood	10
East End Neighborhood	10
North Main Neighborhood	10

**Table 8 - Geographic Distribution**

### **Rationale for the priorities for allocating investments geographically**

The goal will be to equally distribute funds for the owner occupied housing program between the target neighborhoods. Additional funds will be spent in the Park Avenue Neighborhood to complete paying off the debt service for the Park Avenue Community Center. This year's public infrastructure project is planned to be in the West End neighborhood.

## **AP-75 Barriers to affordable housing -91.420, 91.220(j)**

### **Introduction**

As identified in the 2020-2024 Needs Assessment, demand for affordable housing surpasses the supply. Lack of supply of housing means that rents can increase and waitlists for subsidized housing grow longer. The City's zoning and land development policies, ordinances and zoning are generally favorable and provide opportunities for development of multi-family residential. In the past, the City has assisted in the development of affordable rental housing by providing financial assistance to several LIHTC developments, including Westridge Village Phase II and Brenner Crossing Phases I and II. Assistance has included both federal and non-federal funds.

### **Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment**

- The City is currently updating the Comprehensive Plan and Future Land Use Map, Forward 2040, which will guide where growth and development occur over the next twenty years. Goals and policies are being created to encourage housing choices at a range of price points across the City.
- The City is looking to begin a Comprehensive Housing Strategy to identifying tools and funding mechanisms to foster and develop sustainment and creation of affordable housing.
- Additional actions could include:
  - Continued financial support and possible expansion of rehabilitation program to preserve existing housing stock.
  - Continued financial support and possible expansion of homeownership down payment program administered by Salisbury CDC.
  - Evaluate State and Federal programs to identify potential new funding programs to help increase housing supply.
  - Develop an inventory of vacant housing and assess if CDBG and HOME funds can support rehabilitation to increase affordable housing stock.



## **AP-85 Other Actions - 91.420, 91.220(k)**

### **Actions planned to address obstacles to meeting underserved needs**

The City will help meet underserved needs by focusing resources in areas of concentrated poverty and where minority concentration exceeds the city average. Through the designation of available City funds, Salisbury will continue to work to increase access to health care, human services, and public transportation in order to improve outcomes for families, increase employment, improve education, introduce a greater mix of incomes and households and to improve the overall living environment.

### **Actions planned to foster and maintain affordable housing**

Efforts this year will focus on the rehabilitation of existing units to preserve housing stock and ensure quality living environments for homeowners. As property values rise, it's important that those on a limited or fixed income are able to stay in their neighborhoods and maintain their homes.

The City intends to begin work on a comprehensive Housing Strategy that will take stock of federal, local and other resources to address housing challenges.

### **Actions planned to reduce lead-based paint hazards**

For all rehab work, the Salisbury Community Development Corp. will conduct lead inspections and include abatement as part of the project if needed.

### **Actions planned to reduce the number of poverty-level families**

The City will bolster partnerships with Rowan-Salisbury Schools, NC Works, Rowan Cabarrus Community College, and the Rowan Economic Development Commission to create a create an educated workforce, trained to do jobs that are being created throughout the County.

### **Actions planned to develop institutional structure**

The City will continue its long-standing partnership with the Salisbury CDC to manage its housing programs and homeowner education courses. City staff will continue to manage the public input and budget development process. City staff will attend monthly CDC board meetings to stay apprised of current activities and rehab work being conducted.

### **Actions planned to enhance coordination between public and private housing and social**

**service agencies**

City staff will continue to coordinate with the Salisbury Housing Authority, the Continuum of Care, the Homelessness Coordination Team, Healthy Rowan, and other and public service agencies to identify issues where the City can provide assistance.

## Program Specific Requirements

### AP-90 Program Specific Requirements - 91.420, 91.220(l)(1,2,4)

#### Community Development Block Grant Program (CDBG)

##### Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	20,000
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
<b>Total Program Income:</b>	<b>20,000</b>

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	80.00%



## Community Development Block Grant (CDBG) & HOME Programs

FY 2022-23 Action Plan  
City Council July 19, 2022

# Program Overview



- The City of Salisbury receives federal formula funds annually from the U.S. Department of Housing & Urban Development to improve neighborhoods and expand housing opportunities.
- In FY 2022-23, the City will receive **\$514,920.00** through these programs.
  - **Community Development Block Grant (CDBG) ..... \$290,752.00**
  - **Community Development Block Grant (CDBG) Projected Program Income ..... \$20,000.00**
  - **HOME Investment Partnerships Program (HOME) ..... \$204,168.00**

# FY 2022-2023 CDBG Budget



## Project Activities:

### Housing Activities

Owner-Occupied Rehab	\$149,706.60	\$149,706.60
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### Infrastructure Activities

West End Community Garden	\$45,000.00	\$ 45,000.00
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### Public Services: (15% cap)

Rowan Helping Ministries	\$12,500.00	
Community Care Clinic	\$ 7,000.00	
Prevent Child Abuse Rowan	\$ 5,000.00	
Meals on Wheels	\$ 7,000.00	
One Love, Inc.	\$12,000.00	
		\$ 43,500.00

Debt Service – Park Avenue Center	\$ 14,395.00	\$14,395.00.00
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### Program Administration (20% cap)

General Administration	\$56,150.00	
Fair Housing Activities	\$ 2,000.00	\$ 58,150.40

# FY 2022-2023 HOME Budget



## Project Activities:

### Housing Activities

New Construction

\$132,611.00

Down payment Assistance

\$ 60,000.00

### Program Administration

General Administration

\$ 11,557.00

Total HOME Funds

\$ 204,168.00

## Recap:

Total HOME Funds

\$146,510.00

Total CDBG Funds

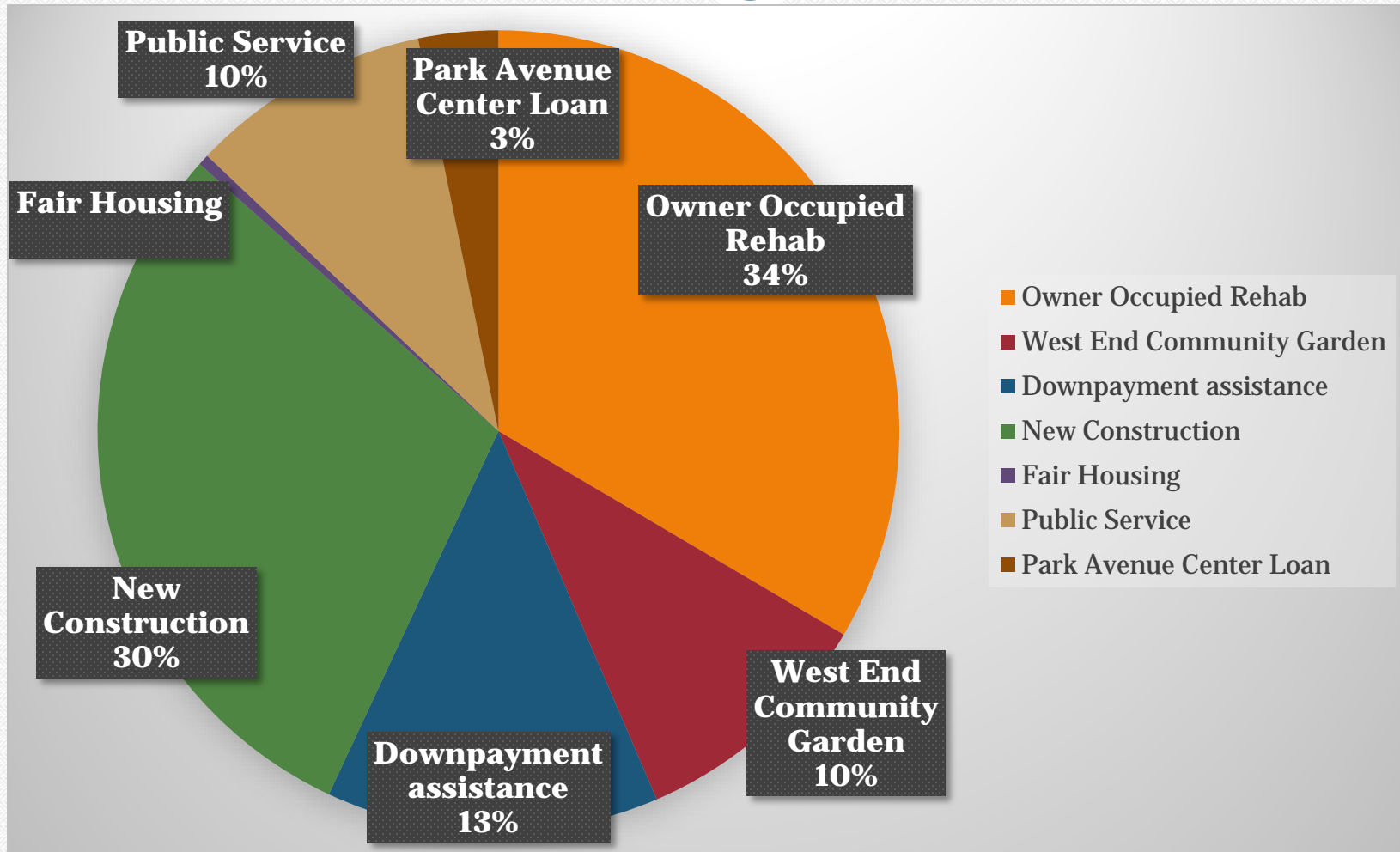
\$310,158.00

Combined Total

\$456,668.00



# FY 2022-2023 Federal Community Development Budget



# FY 2022-2023 Schedule / Citizen Participation Plan



- March 30 Public Input Meeting - NLA
- April 21 Consultation – Public Service Roundtable
- May 26 Published Public Hearing notice
- June 7 Public Hearing
- June 13 Begin 30-day public review & comment
- June 16 Public Input Meeting
- June 21 City Council Presentation
- July 13 Last day of public review & comment
- July 19 City Council – Approval of Action Plan & Budget
- July 20 Prepare to submit to HUD



For More Information:

Community Planning Services  
132 N. Main Street  
(704) 638-5230

[hannah.jacobson@salisburyinc.gov](mailto:hannah.jacobson@salisburyinc.gov)

# Salisbury City Council Agenda Item Request Form



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

Requested Council Meeting Date: July 19, 2022

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

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

Requested Agenda Item: Shay Crossing Phase I

## Description of Requested Agenda Item:

The final plat for Shay Crossing, Phase 1, was approved by City staff on March 14, 2022. The developer has requested that City Council accept the streets for public maintenance. City staff are currently working with the developer address concerns related to the condition of the streets. City staff will present a status update at the July 19, 2022 City Council meeting.

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)

The public streets will require routine maintenance by the Public Works Department. The cost of maintenance will be partially offset by receipt of Powell Bill funds allocated for the additional mileage.

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

Action recommended will depend upon status of streets on July 19, 2022. If acceptable, City staff will request that City Council consider accepting the streets for City maintenance, adopting an Ordinance to establish stop conditions, and begin the one-year warranty period for Shay Crossing Phase 1.

## Contact Information for Group or Individual:

Wendy Brindle, City Engineer 704-638-5201 or wbrin@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\*\*\****

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

☐ **Approved**

☐ **Declined**

**Reason:**

**“AN ORDINANCE AMENDING SECTION 13-332, ARTICLE X, CHAPTER 13 OF THE CODE OF THE CITY OF SALISBURY, RELATING TO STOP SIGNS.**

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

Section 1. That Section 13-332, Article X, Chapter 13 of the Code of the City of Salisbury, be amended as follows:

	<i>Stop on</i>	<i>Before entering</i>
Add	Shay Crossing Rd Williamette Dr Bluebonnet Dr Inverness Ln	Earnhardt Rd Shay Crossing Rd Shay Crossing Rd Shay Crossing Rd

Section 2. That all ordinances, or the parts of ordinances in conflict with this ordinance, are hereby replaced 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: July 19, 2022

Name of Group(s) or Individual(s) Making Request: Salisbury-Rowan Utilities

Name of Presenter(s): Jason Wilson

Requested Agenda Item: Uniform Construction Standards Revisions

**Description of Requested Agenda Item:** Salisbury-Rowan Utilities (SRU) has compiled numerous proposed changes to the Uniform Construction Standards that were intended to be included in the comprehensive overhaul that is planned to begin later this year. However, with supply chain challenges over the past few years, requests to allow alternative materials have increased. Therefore, it is timely to recommend these proposed changes, along with additional text revisions and standard detail drawing updates. City staff that serve on the Technical Review Committee (TRC) were included in the review and revision process. Attached is a red-lined version of the impacted sections of the Uniform Construction Standards inclusive of the proposed changes.

Attachments: ☒ Yes ☐ No

Fiscal Note: N/A

**Action Requested of Council for Agenda Item:** Council to consider approval of revisions to the Uniform Construction Standards.

**Contact Information for Group or Individual:** Jason Wilson, Assistant Utilities Director  
704-216-7553, jason.wilson@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:



# The City of Salisbury Uniform Construction Standards & SRU Specifications

Rev. July 2022

**CITY OF SALISBURY / SALISBURY-ROWAN UTILITIES  
STANDARD SPECIFICATIONS**

**000020 – TABLE OF CONTENTS**

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**DIVISION 31 – EARTHWORK**

311000	Site Clearing	311000-1 thru 3
312000	Earth Moving	312000-1 thru 6
312100	Erosion Control	312100-1 thru 4
312110	Grassing for Erosion Control	312110-1 thru 4
312120	Turf and Grasses	312120-1 thru 4

**DIVISION 32 (NOT USED)**

**DIVISION 33 – UTILITIES**

338000	Trenching and Backfilling	338000-1 thru 4
338100	Pipe Bedding	338100-1 thru 3
338110	Work In NC Department of Transportation Rights-Of-Way	338110-1 thru 3
338120	Stone Aggregate Paving	338120-1 only
339000	Water Distribution Piping	339000 –1 thru 12
339100	Sanitary Sewers	339100-1 thru 11

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## SECTION 339000 - WATER DISTRIBUTION PIPING

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 01 Specification Sections, apply to this Section.
- B. All construction associated with this Contract shall comply with the requirements of the City of Salisbury Standard Utility Details and the *Uniform Construction Standards Manual 5<sup>th</sup> Ed.*, ~~dated October 17, 2006 (Manual) or~~ latest edition.  
~~<http://www.salisburync.gov/constructionstandards>~~  
<https://salisburync.gov/Government/Engineering/Construction-Standards-Manual>  
Every effort has been made to conform these specifications to the Manual, however, in the event there is a conflict between these Specifications and the Manual, the Manual shall take precedence.

#### 1.2 SUMMARY

- A. This Section includes water-distribution piping and related components for combined water service and fire-service mains.

#### 1.3 SUBMITTALS

- A. Product Data: For each type of product indicated.
- B. Shop Drawings: Detail precast concrete vault assemblies and indicate dimensions, method of field assembly, and components.
- C. Coordination Drawings: For piping and specialties including relation to other services in same area, drawn to scale. Show piping and specialty sizes and valves, meter and specialty locations, and elevations.
- D. Field quality-control test reports.
- E. Operation and Maintenance Data: For water valves and specialties to include in emergency, operation, and maintenance manuals.

#### 1.4 QUALITY ASSURANCE

- A. Regulatory Requirements:
  - 1. Comply with requirements of utility company supplying water. Include tapping of water mains and backflow prevention.
  - 2. Comply with standards of authorities having jurisdiction for potable-water-service piping, including materials, installation, testing, and disinfection.

3. Comply with standards of authorities having jurisdiction for fire-suppression water-service piping, including materials, hose threads, installation, and testing.
- B. Piping materials shall bear label, stamp, or other markings of specified testing agency.
  - C. Comply with FMG's "Approval Guide" or UL's "Fire Protection Equipment Directory" for fire-service-main products.
  - D. NSF Compliance:
    1. Comply with NSF 61 for materials for water-service piping and specialties for domestic water.

#### 1.5 DELIVERY, STORAGE, AND HANDLING

- A. Preparation for Transport: Prepare valves, including fire hydrants, according to the following:
  1. Ensure that valves are dry and internally protected against rust and corrosion.
  2. Protect valves against damage to threaded ends and flange faces.
  3. Set valves in best position for handling. Set valves closed to prevent rattling.
- B. During Storage: Use precautions for valves, including fire hydrants, according to the following:
  1. Do not remove end protectors unless necessary for inspection; then reinstall for storage.
  2. Protect from weather. Store indoors and maintain temperature higher than ambient dew-point temperature. Support off the ground or pavement in watertight enclosures when outdoor storage is necessary.
- C. Handling: Use sling to handle valves and fire hydrants if size requires handling by crane or lift. Rig valves to avoid damage to exposed parts. Do not use handwheels or stems as lifting or rigging points.
- D. Deliver piping with factory-applied end caps. Maintain end caps through shipping, storage, and handling to prevent pipe-end damage and to prevent entrance of dirt, debris, and moisture.
- E. Protect stored piping from moisture and dirt. Elevate above grade. Do not exceed structural capacity of floor when storing inside.
- F. Protect flanges, fittings, and specialties from moisture and dirt.

#### 1.6 PROJECT CONDITIONS

- A. Interruption of Existing Water-Distribution Service: Do not interrupt service to facilities occupied by Owner or others unless permitted under the following conditions and then only after arranging to provide temporary water-distribution service according to requirements indicated:
  1. Notify the Owner and Engineer no fewer than two days in advance of proposed interruption of service.

2. Do not proceed with interruption of water-distribution service without Owner's written permission.

## 1.7 COORDINATION

- A. Coordinate connection to water main with Salisbury-Rowan Utilities.

## PART 2 - PRODUCTS

### 2.1 MATERIALS

- A. All materials are to be domestic manufactured. Subject to compliance with requirements of the Uniform Construction Standards Manual, provide products in accordance with Appendix A - Approved Product Manufacturers.

### 2.2 COPPER TUBE AND FITTINGS

- A. Copper tubing ( $\frac{3}{4}$ ", 1" and 2") shall be type "K" soft – ASTM B-88.
- B. Copper Couplings: ANSI/NSF Standard 61

### 2.3 DUCTILE-IRON PIPE AND FITTINGS

- A. Mechanical-Joint, Ductile-Iron Pipe: Class 350, AWWA C151, with mechanical-joint bell and plain spigot end unless grooved or flanged ends are indicated.
  1. Mechanical-Joint, Ductile-Iron Fittings: AWWA C153, ductile-iron compact pattern.
  2. Glands, Gaskets, and Bolts: AWWA C111, ductile- or gray-iron glands, rubber gaskets, and steel bolts.
- B. Flanges: ASME 16.1, Class 125, ductile iron.
- C. ~~Manufacturers: Subject to compliance with requirements, provide products by one of the following:~~
  1. ~~American Cast Iron Pipe Co. (ACIPCO)~~
  2. ~~Griffin Pipe~~
  3. ~~Tyler Pipe / Union Foundry~~
  4. ~~U S Pipe~~
  5. ~~Atlantic States~~

### 2.4 PVC PIPE AND FITTINGS

- A. PVC, AWWA Pipe, DR 13.5: ASTM D 2241.
  1. Pipe for 2" diameter water line shall be PVC, DR 13.5, Pressure Rating 315 psi

2. Gasketed joint
- B. PVC, AWWA Pipe & Fittings, C900 – DR14, Class 200 ASTM D-1784/ASTM D 2241
  1. Pipe for 6” – 8”~~12”~~ diameter water lines (when indicated) C900 – DR14, Class 200.
- C. ~~Manufacturers: Subject to compliance with requirements, provide products by one of the following:~~
  1. ~~CertainTeed Corporation~~
  2. ~~Diamond Plastics Corporation~~
  3. ~~National Pipe & Plastics, Inc.~~
  2. ~~North American Pipe Corporation~~
  3. ~~Northern Pipe Products, Inc.~~

## 2.5 PEX PIPE

- A. PEX pipe (¾”, 1” and 2”) shall be Municipex® (Pex “A”) or approved equal.

## 2.6 SPECIAL PIPE FITTINGS

- A. Ductile-Iron Rigid Expansion Joints:
  1. ~~Manufacturers: Subject to compliance with requirements, provide products by one of the following:~~
    - a. ~~EBAA Iron, Inc.~~
    - b. ~~U.S. Pipe and Foundry Company.~~
  2. Description: Three-piece, ductile-iron assembly consisting of telescoping sleeve with gaskets and restrained-type, ductile-iron, bell-and-spigot end sections complying with AWWA C110 or AWWA C153. Select and assemble components for expansion indicated. Include AWWA C111, ductile-iron glands, rubber gaskets, and steel bolts.
    - a. Pressure Rating: 250 psig minimum.
- B. Ductile-Iron Flexible Expansion Joints:
  1. ~~Manufacturers: Subject to compliance with requirements, provide products by one of the following:~~
    - a. ~~EBAA Iron, Inc.~~
    - b. ~~Hays Fluid Controls; a division of ROMAC Industries Inc.~~
    - c. ~~Star Pipe Products.~~
  2. Description: Compound, ductile-iron fitting with combination of flanged and mechanical-joint ends complying with AWWA C110 or AWWA C153. Include two gasketed ball-joint sections and one or more gasketed sleeve sections. Assemble components for offset and expansion indicated. Include AWWA C111, ductile-iron glands, rubber gaskets, and steel bolts.



- a. Pressure Rating: 250 psig minimum.

C. Ductile-Iron Deflection Fittings:

- ~~1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:~~

- ~~a. EBAA Iron, Inc.~~

- 2. Description: Compound, ductile-iron coupling fitting with sleeve and 1 or 2 flexing sections for up to 15-degree deflection, gaskets, and restrained-joint ends complying with AWWA C110 or AWWA C153. Include AWWA C111, ductile-iron glands, rubber gaskets, and steel bolts.

- a. Pressure Rating: 250 psig minimum.

2.7 GATE VALVES

A. AWWA, Ductile-Iron Gate Valves:

- ~~1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:~~

- ~~a. American Cast Iron Pipe Co.; American Flow Control Div., Series 500 or 2500~~
- ~~b. McWane, Inc.; Clow Valve Co. Div. (Oskaloosa), Series F-6100~~
- ~~c. Mueller Co.; Water Products Div., Series 2360~~

- 2. Nonrising-Stem, Wedge (bronze)-Seated Gate Valves (for existing water lines):

- a. Description: Ductile-iron body and bonnet; with bronze double-disc gate, bronze gate rings, bronze stem, and stem nut.

- 1) Standard: AWWA C500.
- 2) Minimum Working Pressure Rating: 200 psig.
- 3) Hydrostatic Test Pressure Rating: 300 psig.
- 4) Two (2) inch operating nut.
- 5) Interior and Exterior Coating: Epoxy coating complying with AWWA C550.
- 6) End Connections: Mechanical Joint, with slotted holes allowed only at the 11 o'clock and 1 o'clock positions.
- 7) Shoulder bolts (not tee bolts) shall be used in the slotted holes.
- 8) Open Direction: Left

- 3. Nonrising-Stem, Resilient-Seated Gate Valves (for new water lines):

- a. Description: Ductile-iron body and bonnet; with bronze or ductile-iron gate, resilient seats, bronze stem, and stem nut.

- 1) Standard: AWWA C509.
- 2) Minimum Working Pressure Rating: 200 psig.
- 3) Hydrostatic Test Pressure Rating: 300 psig.

- 4) Two (2) inch operating nut.
- 5) Interior and Exterior Coating: Epoxy coating complying with AWWA C550.
- 6) End Connections: Mechanical Joint, with slotted holes allowed only at the 11 o'clock and 1 o'clock positions.
- 7) Shoulder bolts (not tee bolts) shall be used in the slotted holes.
- 8) Open Direction: Left

## 2.8 GATE VALVE ACCESSORIES AND SPECIALTIES

### A. Tapping-Sleeve Assemblies:

- ~~1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:~~
  - ~~a. Tapping Valve: American Cast Iron Pipe Co.; Waterous Co. Subsidiary, Series 500 or 2500 / McWane, Inc.; Clow Valve Co. Div. (Oskaloosa), F-5211~~
  - ~~b. Tapping Sleeve: American Flow Control Series 2800 or Mueller H-615.~~

2. Description: Sleeve and valve compatible with drilling machine.

- a. Standard: MSS SP-60.
- b. Tapping Sleeve: Ductile-iron, two-piece bolted sleeve with flanged outlet for new branch connection. Include sleeve matching size and type of pipe material being tapped and with recessed flange for branch valve (no slots on tapping flange side).
- c. Valve: AWWA, ductile-iron, nonrising-stem, resilient-seated, gate valve with one raised face flange mating tapping-sleeve flange.
- d. No slots on flange side.

- ### B. Valve Boxes: Comply with AWWA M44 for cast-iron valve boxes. Include top section, adjustable (slip type only) extension of length required for depth of burial of valve, plug with lettering "WATER," and bottom section with base that fits over valve and with a barrel approximately 5 inches in diameter.

1. Operating Wrenches: Steel, tee-handle with one pointed end, stem of length to operate deepest buried valve, and socket matching valve operating nut.

## 2.9 WATER SYSTEM CONNECTIONS

- A. Water system connections (meter setters and meter boxes) shall comply with Standard Detail W-9, W-9A and W-12 provided in the Contract Drawings.
- B. Meter setters and meter boxes for use on this project may be purchased by the Contractor from the City of Salisbury.

## 2.10 FIRE HYDRANTS

- ### A. Dry-Barrel Fire Hydrants:

1. ~~Manufacturers: Subject to compliance with requirements, provide products by one of the following:~~
  - a. ~~American AVK Co.; Valves & Fittings Div., MK 73-2~~
  - b. ~~McWane, Inc.; Clow Valve Co. Div. (Oskaloosa), Medallion~~
  - c. ~~Mueller Co.; Water Products Div., Super Centurion~~
2. Description: Freestanding, with one NST 4-1/2" Pumper Nozzle and two NST 2-1/2" outlets, 4-1/2-inch main valve, drain valve, and 6" mechanical-joint inlet. Include interior coating according to AWWA C550. Hydrant shall have cast-iron/ductile iron body.
  - a. Standard: AWWA C502
  - b. Minimum Pressure Rating: 200 psig
  - c. Open Direction: Left
  - d. Paint Color: Silver
  - e. UL listed, FM approved
  - f. Grease filled only

## PART 3 - EXECUTION

### 3.1 RELATED DOCUMENTS

- A. All construction executed in associated with this Contract shall comply with the requirements of the City of Salisbury Standard Utility Details and the *Uniform Construction Standards Manual 5<sup>th</sup> Ed., dated October 17, 2006* (Manual) or latest edition.  
~~<http://www.salisburync.gov/constructionstandards>~~  
<https://salisburync.gov/Government/Engineering/Construction-Standards-Manual>  
If there are any conflicts between these Specifications and the Manual, the Manual shall take precedence.

### 3.2 EARTHWORK

- A. Refer to Division 33 Section "Trenching and Backfilling" for excavating, trenching, and backfilling.

### 3.3 PIPING APPLICATIONS

- A. General: Use pipe, fittings, and joining methods for piping systems according to the following applications.
- B. Transition couplings and special fittings with pressure ratings at least equal to piping pressure rating may be used, unless otherwise indicated.
- C. Do not use flanges or unions for underground piping.
- D. Flanges, unions, grooved-end-pipe couplings, and special fittings may be used, instead of joints indicated, on aboveground piping and piping in vaults.

- E. Underground Combined Water-Service and Fire-Service-Main Piping 6" or larger shall be any of the following as approved by the Engineer:
  - 1. Gasketed ductile-iron, mechanical-joint fittings.

### 3.4 VALVE APPLICATIONS

- A. General Application: Use mechanical-joint-end valves for 3" and larger underground installation. Use threaded- or flanged-end valves for installation in vaults. Use corporation valves and curb valves with ends compatible with piping, for 2" and smaller installation.
- B. Drawings indicate valve types to be used. Where specific valve types are not indicated, the following requirements apply:
  - 1. Underground Valves, 3" and Larger: AWWA, ductile iron, nonrising-stem, bronze-seated gate valves with valve box on existing water lines, and resilient-seated gate valves with valve box on new water lines.

### 3.5 PIPING INSTALLATION

- A. Water-Main Connection: Arrange with utility company for tap of size and in location indicated in water main.
- B. Make connections larger than 2" with tapping machine according to the following:
  - 1. Install tapping sleeve and tapping valve according to MSS SP-60.
  - 2. Install tapping sleeve on pipe to be tapped. Position flanged outlet for gate valve.
  - 3. Use tapping machine compatible with valve and tapping sleeve; cut hole in main. Remove tapping machine and connect water-service piping.
  - 4. Install gate valve onto tapping sleeve. Comply with MSS SP-60. Install valve with stem pointing up and with valve box.
  - 5. City inspection of the tap is required, with a minimum 48 hour notice (2 business days).
- C. Make connections 2" and smaller with drilling machine according to the following:
  - 1. Install service-saddle assemblies and corporation valves in size, quantity, and arrangement required by utility company standards.
  - 2. Install service-saddle assemblies on water-service pipe to be tapped. Position outlets for corporation valves.
  - 3. Use drilling machine compatible with service-saddle assemblies and corporation valves. Drill hole in main. Remove drilling machine and connect water-service piping.
  - 4. Install corporation valves into service-saddle assemblies.
  - 5. Install manifold for multiple taps in water main.
  - 6. Install curb valve in water-service piping with head pointing up and with service box.
- D. Install ductile-iron, water-service piping according to AWWA C600 and AWWA M41.
- E. Bury piping with depth of cover over top at least 36 inches.

- F. Install piping by tunneling or jacking, or combination of both, under streets and other obstructions that cannot be disturbed.
- G. Install underground piping with restrained joints at horizontal and vertical changes in direction. Use restrained-joint piping, thrust blocks, anchors, tie-rods and clamps, and other supports.

### 3.6 ANCHORAGE INSTALLATION

- A. Install anchorages for tees, plugs and caps, bends, crosses, valves, and hydrant branches.
- B. Concrete blocking on the end of waterlines or hydrants is not permitted. A thrust collar and mega lugs shall be used to restrain hydrant legs, end caps and plugs, multiple bend configurations. Threaded rods (stainless steel or coal tar epoxy steel) may be required in addition to mega lugs by the A-E or Owner's Representative if field conditions dictate.
- C. Apply full coat of asphalt or other acceptable corrosion-resistant material to surfaces of installed ferrous anchorage devices.

### 3.7 VALVE INSTALLATION

- A. AWWA Gate Valves: Comply with AWWA C600 and AWWA M44. Install each underground valve with stem pointing up and with valve box. Place 8" of washed stone under the valve.
- B. Corporation Valves and Curb Valves: Install each underground curb valve with head pointed up and with service box.

### 3.8 ROUGHING-IN FOR WATER METERS

- A. Rough-in piping and specialties for water meter installation according to Owner specifications.

### 3.9 FIRE HYDRANT INSTALLATION

- A. General: Install each fire hydrant with separate gate valve in supply pipe, anchor with ~~restrained joints or~~ mega-lugs, and support in upright position.
- B. Install according to Owner specifications, see drawing details.
- C. AWWA Fire Hydrants: Comply with AWWA M17.

### 3.10 CONNECTIONS

- A. Drawings indicate general arrangement of piping, fittings, and specialties.
- B. Connect water-distribution piping to utility water main as directed by the Owner and Engineer in conformance to the Owner's Manual (*Uniform Construction Standards Manual 5<sup>th</sup> Ed.*) or latest edition.

### 3.11 FIELD QUALITY CONTROL

A. Piping Tests: Conduct piping tests before joints are covered and after concrete thrust blocks have hardened sufficiently. Use only potable water.

B. Hydrostatic Tests - Water Lines

1. The water line shall be ~~pressure tested for leakage~~. ~~Pressure testing must be done prior to chlorination of the water lines. The water leakage test is a two part test; Part A (pressure loss) and Part B allowable leakage. Part A & Part B must pass for the test to be considered successful.~~
2. Water line ~~leakage~~ tests shall be conducted on a schedule agreed upon by the Engineer/Owner representative, contractor, and city inspector. A representative of the Engineer/Owner and city inspector is required during the tests with a minimum 48 hour notice (2 business days).
3. Water services (tap, service line, and meter setter) shall be installed prior to ~~water line leakage testing~~. The pipe shall be filled with potable water for a period of 24 hours before testing begins. It shall be ensured that the pipe is full of water and all air has been removed before testing. Contractor shall pretest the water line prior to scheduling a test with Engineer/Owner.
4. The water line shall be tested at 1.25 times the highest working pressure along the section, or 200 psig, whichever is greater. The test shall be of at least 2 hours duration and the pressure may not drop more than 5 psig during the test.
5. All exposed pipe, fittings, valves and hydrants shall be visually examined during the test. Leakage shall be no greater than the amount determined by the formula:

$$L = \frac{SD(P)^{1/2}}{133,200-148,000}$$

Where L = allowable leakage (gallons/hour)  
S = length of pipe in test (feet)  
D = nominal pipe diameter (inches)  
P = average test pressure (psig)

6. Pipe having more than allowed leakage shall be repaired. All visible leaks shall be repaired regardless of the amount of leakage.
7. ~~A water line allowable leakage test may be allowed if the contractor cannot pass the required pressure test. The contractor must make every effort to get the water line to pass the pressure test before an allowable leakage test will be allowed. The SRU Inspector/SRU Management will determine if an allowable leakage test will be allowed.~~
8. ~~Municipex® (Pex "A") 2" water lines should be tested separately according to the procedures prescribed by the Engineer/Owner and city inspector.~~

C. Hydrostatic Tests - Valves

1. Valves shall be field tested as directed by AWWA Specification C500 and C504 as applicable.

- a. During the last stages of the test and without any reduction in pressure, first the hydrant valves will be closed, then progressing in an orderly manner from the end opposite from the test pump, each main line valve will be closed and pressure released to determine if it is holding pressure (minimum 30 minutes).
  - b. All butterfly valves will be tested to 150 psi (or 1.25 times system pressure, if higher) for a minimum of 30 minutes (each) after the pipeline has been successfully tested.
- 2. Valves shall be tested on a schedule agreed upon by the Engineer/Owner. A representative of the Engineer/Owner is required during the tests with a minimum 48 hour notice (2 business days).
- D. Prepare reports of testing activities.

### 3.12 IDENTIFICATION

- A. Install continuous ~~underground warning tape~~ **14-gauge blue copper tracing wire** during ~~backfilling of trench for DIP~~ **for all** underground water-distribution piping. ~~Underground detectable warning tape~~ **The tracing wire shall be looped up at valves, fire hydrants, and water services/meter boxes for connection to pipe locating equipment.** ~~be used for any piping that is not DIP.~~ Locate ~~below finished grade,~~ directly ~~over~~ **on** piping.

### 3.13 CLEANING

- A. Clean and disinfect water-distribution piping as follows:
  - 1. Purge new water-distribution piping systems and parts of existing systems that have been altered, extended, or repaired before use.
  - 2. Use purging and disinfecting procedure prescribed by authorities having jurisdiction or, if method is not prescribed by authorities having jurisdiction, use procedure described in AWWA C651 or do as follows:
    - a. Fill system or part of system with water/chlorine solution containing at least 100 ppm of chlorine; isolate and allow to stand for 24 hours. City inspector will test the chlorinated water to verify a minimum of 100 ppm and again in 24 hours to verify that the chlorine residual is still above 24 ppm.
    - b. **After the required contact time and with approval of the SRU inspector,** flush system with clean, potable water until no chlorine remains in water coming from system.
    - c. City inspector will take water samples for biological testing. Repeat procedure if biological examination shows evidence of contamination.
- B. Prepare reports of purging and disinfecting activities.

### 3.14 DISINFECTION

- A. Sampling Taps



1. Sampling taps shall be provided every 1,000 feet ~~and~~ at the end of each branch, **at stub-outs larger than 2" and longer than 4', and as required by the city inspector** (additional sampling taps may be required in subdivisions and apartment complexes).
2. Taps shall be located and constructed so samples may be easily collected without danger to personnel or likelihood of sample contamination.
3. Sampling taps may be used as blow-offs, **provided they are properly sized.**
4. The number and location of the taps/blow-offs ~~are shown on the drawings~~ **must be approved by the city inspector** (additional sampling taps may be required in subdivisions and apartment complexes).

#### B. Sterilization

1. Hydrants may not be used for bacteriological sampling.
2. All parts of a potable water system (including service lines) shall be sterilized in accordance with AWWA C601 and these specifications.
3. Preventive and corrective measures during construction (AWWA C601) should be adhered to during construction to ensure success of the sterilization process.
4. Lines shall be initially chlorinated to 100 mg/l.
5. Lines must have a minimum free chlorine residual of 24 mg/l after 24 hours.
6. The City laboratory must be used for this test, the contractor may not utilize a private outside laboratory.
7. When the Contractor has determined that the line has been chlorinated to the proper level, he shall contact the city inspector to schedule the City laboratory to conduct the sampling and analysis for confirmation of the free chlorine level. A 48-hour advance notice shall be given to the city inspector prior to conducting the test.
8. After the required contact time (24 hours), the Contractor shall have the chlorine residual tested by the city inspector and if the chlorine levels are at least 24 mg/l then the contractor can flush the line (when directed by the city inspector) and all appurtenances with Salisbury distribution water until completely purged.
9. No bacteriological samples will be collected at points where the free chlorine residual exceeds the ambient distribution system free residual by more than 0.5 mg/l.
10. Care must be taken to discharge the chlorinated water in a manner which will not endanger plant or animal life or be unsafe. Chlorinated water must be discharged in an environmentally safe manner and in accordance with all federal, state, and/or local laws and regulations. Chlorinated sterilization water shall not be discharged into the City's sewer or storm drain systems. Contractor must treat the chlorinated water to meet North Carolina Quality Discharge Standards.
11. Bacteriological testing/sampling shall be requested on the same day the line is flushed. Bacteriological testing will be performed by the City laboratory Monday through Thursday prior to 12:00 p.m. at least 48 hour notice shall be given the city inspector prior to sampling. The City's Utilities Inspector will collect and deliver the samples to the lab (testing fee applies). Each sample shall be marked legibly, identifying with letters or numbers each sampling point.

**END OF SECTION 339000**

## SECTION 339100 - SANITARY SEWERS

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 01 Specification Sections, apply to this Section.
- All construction associated with this Contract shall comply with the requirements of the City of Salisbury Standard Utility Details and the *Uniform Construction Standards Manual 5<sup>th</sup> Ed.*, dated October 17, 2006 (Manual) or latest edition.
- ~~<http://www.salisburync.gov/constructionstandards>~~  
<https://salisburync.gov/Government/Engineering/Construction-Standards-Manual>
- Every effort has been made to conform these specifications to the Manual, however, in the event there is a conflict between these Specifications and the Manual, the Manual shall take precedence.

#### 1.2 SUMMARY

- A. Section Includes:
1. Pipe and fittings.
  2. Encasement for piping
  3. Manholes.

#### 1.3 SUBMITTALS

- A. Shop Drawings: For manholes. Include plans, elevations, sections, details, and frames and covers.

#### 1.4 DELIVERY, STORAGE, AND HANDLING

- A. Do not store plastic manholes, pipe, and fittings in direct sunlight.
- B. Protect pipe, pipe fittings, and seals from dirt and damage.
- C. Handle manholes according to manufacturer's written rigging instructions.

#### 1.5 PROJECT CONDITIONS

- A. Interruption of Existing Sanitary Sewerage Service: Do not interrupt service to facilities occupied by Owner or others unless permitted under the following conditions and then only after arranging to provide temporary service according to requirements indicated:
1. Notify Owner and Engineer no fewer than two days in advance of proposed interruption of service.

2. Do not proceed with interruption of service without Owner's written permission.

## PART 2 - PRODUCTS

### 2.1 MATERIALS

- A. All materials are to be domestic manufactured. Subject to compliance with requirements of the Uniform Construction Standards Manual, provide products in accordance with Appendix A - Approved Product Manufacturers.

### 2.2 DUCTILE-IRON, GRAVITY SEWER PIPE AND FITTINGS

- A. Mechanical-Joint and/or Slip Joint, Ductile-Iron Pipe: Class 350, AWWA C151, (MJ pipe) with mechanical joint bell and plain spigot end or (Slip Joint) with bell and plain spigot end for gasketed joints unless grooved or flanged ends are indicated.
  1. Mechanical-Joint, Ductile-Iron Fittings: AWWA C153, ductile-iron compact pattern.
  2. Glands, Gaskets, and Bolts: AWWA C111, ductile- or gray-iron glands, rubber gaskets, and steel bolts.
- B. DIP Pressure Piping:
  1. Mechanical-Joint and/or Slip Joint, Ductile-Iron Pipe: Class 350, AWWA C151, (MJ pipe) with mechanical joint bell and plain spigot end or (Slip Joint) with bell and plain spigot end for gasketed joints unless grooved or flanged ends are indicated.
  2. Mechanical-Joint, Ductile-Iron Fittings: AWWA C153, ductile-iron compact pattern.
  3. Glands, Gaskets, and Bolts: AWWA C111, ductile- or gray-iron glands, rubber gaskets, and steel bolts.
  4. Joint restraint shall be by mechanical joint or mega-lugs.
- C. DIP Laterals (Tap & Stub-out)
  1. 4" – 6" DIP: Mechanical-Joint and/or Slip Joint, Ductile Iron Pipe: Class 350, AWWA C151.
  2. Mechanical-Joint, Ductile-Iron Fittings: AWWA C153, ductile-iron compact pattern.
  3. Glands, Gaskets, and Bolts: AWWA C111, ductile- or gray-iron glands, rubber gaskets, and steel bolts.
  4. Joint restraint shall be by mechanical joint or mega-lugs.

### 2.3 PVC PIPE AND FITTINGS

- A. PVC Gravity Sewer Piping (SDR- 35):
  1. Pipe: ASTM F 679 & ASTM D-3034, SDR-35 PVC pipe.
  2. Fittings: ASTM F 679, PVC pipe with bell-and-spigot ends.
  3. Gaskets: Integral ASTM F 477, elastometric seals.

B. **PVC Gravity Sewer Piping (SDR-26):**

1. **Pipe: ASTM F 679 & ASTM D-3034, SDR-26 PVC pipe.**
2. **Fittings: ASTM F 679, PVC pipe with bell-and-spigot ends.**
3. **Gaskets: Integral ASTM F 477, elastometric seals.**

C. **PVC Gravity Sewer Lateral (Tap & Stub-out) Piping (SCH 40)**

1. **4" – 6" Schedule 40 NSF-DW**

2.4 **ENCASEMENT FOR PIPING**

- A. **Standard: ASTM A 674 or AWWA C105**
- B. **Install encasement for ductile iron piping where indicated on the drawings for cathodic protection.**
- C. **Material: high-density, cross-laminated polyethylene film of 0.004-inch (0.10-mm) minimum thickness.**
- D. **Form: Sheet of tube**
- E. **Color: Black**

2.5 **MANHOLES**

A. **Standard Precast Concrete Manholes:**

1. **Description: ASTM C 478, precast, reinforced concrete, of depth indicated, with provision for sealant joints.**
2. **Diameter: 48 inches minimum for manholes under 10' of depth and 60" minimum diameter for manholes with a depth 10' or greater. Manholes with inside drops shall have a minimum inside diameter of 60". Manholes with 21" or larger pipes shall have a minimum inside diameter of 60".**
3. **Ballast: Increase thickness of precast concrete sections or add concrete to base section, as required to prevent flotation.**
4. **Base Section: 6-inch minimum thickness for floor slab and 5-inch minimum wall thickness for 4' diameter manholes and 6-inch minimum wall thickness for 5' diameter manholes; with separate base slab or base section with integral floor.**
5. **Riser Sections: 5-inch minimum thickness for 4' diameter manholes and 6-inch minimum wall thickness for 5' diameter manholes, of length to provide depth indicated.**
6. **Top Section: Eccentric-cone type unless concentric-cone is indicated; with top of cone of size that matches grade rings.**
7. **Joint Sealant: ASTM C 990, bitumen or butyl rubber.**
8. **Resilient Pipe Connectors: ASTM C 923, cast or fitted into manhole walls, for each pipe connection.**
9. **Steps: ASTM A 615/A 615M, deformed, 1/2-inch steel reinforcing rods encased in ASTM D 4101, PP; wide enough to allow worker to place both feet on one step and designed to prevent lateral slippage off step. Cast or anchor steps into sidewalls at 12- to**

- 16-inch intervals (maximum 26" to first step). Omit steps if total depth from floor of manhole to finished grade is less than 30 inches.
10. Grade Rings: Reinforced-concrete rings, 6- to 9-inch total thickness, with diameter matching manhole frame and cover, and with height as required to adjust manhole frame and cover to indicated elevation and slope (maximum of 1 1/2" of grade rings (including butyl mastic) – if more than 1 1/2" is needed to reach indicated elevation and slope – a riser section shall be installed).
  11. Sealed manholes shall have a vent pipe when indicated (see standard detail SS-4).

B. Manhole Frames and Covers (must be domestic manufactured):

1. (Vented) Description: Ferrous; 24-inch ID by 7- to 9-inch riser, with 4-inch- minimum-width flange with four 1" bolt holes and 26-inch- diameter cover with two 1" vent holes. (Sealed) Description: Ferrous; 24-inch ID by 7- to 9-inch riser threaded for four 1/2" bolts and include a minimum 1/8" thick gasket, with 4-inch- minimum-width flange with four 1" bolt holes and 26-inch- diameter non-vented cover with four bolt down holes for 1/2" bolts and non penetrating pickholes. Include indented top design with lettering cast into cover, using wording equivalent to "SANITARY SEWER."
2. Material: ASTM A 536, Grade 60-40-18 ductile iron unless otherwise indicated.

## 2.6 CONCRETE

A. General: Cast-in-place concrete complying with ACI 318, ACI 350/350R, and the following:

1. Cement: ASTM C 150, Type II.
2. Fine Aggregate: ASTM C 33, sand.
3. Coarse Aggregate: ASTM C 33, crushed gravel.
4. Water: Potable.

B. Portland Cement Design Mix: 4000 psi minimum, with 0.45 maximum water/cementitious materials ratio.

1. Reinforcing Fabric: ASTM A 185/A 185M, steel, welded wire fabric, plain.
2. Reinforcing Bars: ASTM A 615/A 615M, Grade 60 deformed steel.

C. Manhole Channels and Benches: Factory or field formed from concrete. Portland cement design mix, 4000 psi minimum, with 0.45 maximum water/cementitious materials ratio. Include channels and benches in manholes.

1. Channels: Concrete invert, formed to same width as connected piping, with height of vertical sides to three-fourths of pipe diameter. Form curved channels with smooth, uniform radius and slope.
  - a. Invert Slope: 0.2' drop through manhole unless otherwise indicated.
2. Benches: Concrete, sloped to drain into channel.
  - a. Slope: 4 percent.

- D. Ballast and Pipe Supports: Portland cement design mix, 3000 psi minimum, with 0.58 maximum water/cementitious materials ratio.
  - 1. Reinforcing Fabric: ASTM A 185/A 185M, steel, welded wire fabric, plain.
  - 2. Reinforcing Bars: ASTM A 615/A 615M, Grade 60 (420 MPa) deformed steel.

## PART 3 - EXECUTION

### 3.1 RELATED DOCUMENTS

- A. All construction executed in associated with this Contract shall comply with the requirements of the City of Salisbury Standard Utility Details and the *Uniform Construction Standards Manual* ~~5<sup>th</sup> Ed., dated October 17, 2006~~ (Manual) or latest edition.  
~~<http://www.salisburync.gov/constructionstandards>~~  
<https://salisburync.gov/Government/Engineering/Construction-Standards-Manual>  
If there are any conflicts between these Specifications and the Manual, the Manual shall take precedence.

### 3.2 EARTHWORK

- A. Excavating, trenching, and backfilling are specified in Division 33 Section "Trenching and Backfilling".

### 3.3 PIPING INSTALLATION

- A. General Locations and Arrangements: Drawing plans and details indicate general location and arrangement of underground sanitary sewer piping. Location and arrangement of piping layout take into account design considerations. Install piping as indicated, to extent practical. Where specific installation is not indicated, follow piping manufacturer's written instructions.
- B. Install piping beginning at low point, true to grades and alignment indicated with unbroken continuity of invert. Place bell ends of piping facing upstream. Install gaskets, seals, sleeves, and couplings according to manufacturer's written instructions for using lubricants, cements, and other installation requirements.
- C. Install manholes for changes in direction unless fittings are indicated and when pipe material changes. Use fittings for branch connections (wye) (4' & 6") unless direct tap into existing sewer is indicated.
- D. Install proper size increasers, reducers, and couplings where different sizes or materials of pipes and fittings are connected. Reducing size of piping in direction of flow is prohibited.
- E. When installing pipe under streets or other obstructions that cannot be disturbed, use pipe-jacking process of bore and jacking.
- F. Install gravity-flow, nonpressure, drainage piping according to the following:
  - 1. Install piping pitched down in direction of flow at the slope indicated on the drawings.

2. Install piping NPS 6 and larger with restrained joints at tee fittings and at changes in direction. Use corrosion-resistant rods, pipe or fitting manufacturer's proprietary restraint system, or cast-in-place-concrete supports or anchors.
  3. Install piping with 36-inch minimum cover unless otherwise shown on the drawings.
  4. Install ductile-iron, gravity sewer piping according to ASTM A 746.
  5. Install PVC gravity sewer piping according to ASTM D 2321 and ASTM F 1668.
- G. Install force-main, pressure piping according to the following:
1. Install piping with restrained joints at tee fittings and at horizontal and vertical changes in direction. Use corrosion-resistant rods, pipe or fitting manufacturer's proprietary restraint system, or cast-in-place-concrete supports or anchors.
  2. Install piping with 36-inch (915-mm) minimum cover.
  3. Install ductile-iron pressure piping according to AWWA C600 or AWWA M41.
  4. Install ductile-iron special fittings according to AWWA C600.
- H. Install corrosion-protection piping encasement according to ASTM A 674 or AWWA C105 where indicated on the drawings.
- I. Clear interior of piping and manholes of dirt and superfluous material as work progresses. Maintain swab or drag in piping, and pull past each joint as it is completed. Place plug in end of incomplete piping at end of day and when work stops.

### 3.4 PIPE JOINT CONSTRUCTION

- A. Join gravity-flow, nonpressure, drainage piping according to the following:
1. Join ductile-iron, gravity sewer piping according to AWWA C600 for mechanical joints.
  2. Join PVC gravity sewer piping according to ASTM D 2321 and ASTM D 3034 for elastomeric-seal joints or ASTM D 3034 for elastomeric-gasket joints.
  3. Join dissimilar pipe materials with nonpressure-type, flexible couplings.
- B. Join force-main, pressure piping according to the following:
1. Join ductile-iron pressure piping according to AWWA C600 or AWWA M41 for push-on joints.
  2. Join ductile-iron special fittings according to AWWA C600 or AWWA M41 for push-on joints.
  3. Join PVC pressure piping according to AWWA M23 for gasketed joints.
  4. Join dissimilar pipe materials with pressure-type couplings.
- C. Pipe couplings, expansion joints, and deflection fittings with pressure ratings at least equal to piping rating may be used in applications below unless otherwise indicated.
1. Use nonpressure flexible couplings where required to join gravity-flow, nonpressure sewer piping unless otherwise indicated.
    - a. Ring-type flexible couplings for piping of different sizes where annular space between smaller piping's OD and larger piping's ID permits installation.



### 3.5 MANHOLE INSTALLATION

- A. General: Install manholes complete with appurtenances and accessories indicated.
- B. Install precast concrete manhole sections with sealants according to ASTM C 891.
- C. Form continuous concrete channels and benches between inlets and outlet.
- D. Set tops of frames and covers flush with finished surface of manholes that occur in pavements. Set tops 3 inches above finished surface elsewhere unless otherwise indicated (minimum 1' above grade for sewer outfall lines located outside of roads and residential yards).
- E. Manhole must be placed on a minimum of 8" compacted #67 washed stone.

### 3.6 CONCRETE PLACEMENT

- A. Place cast-in-place concrete according to ACI 318.

### 3.7 CONNECTIONS

- A. Make connections to existing piping and underground manholes.
  - 1. Sewer service connections shall be made on the sewer main. Service connections to manholes must be approved in advance by Utilities Management.
  - 2. Where making a service connection directly to an existing main line, the following shall apply:
    - a. On VCP, cut hole in pipe using appropriate saw; use glue or 100% silicone adhesive/sealant and clamp wye-service saddle over hole.
    - b. On PVC & DIP, cut hole in pipe using appropriate saw; use glue or 100% silicone adhesive/sealant and clamp wye-service saddle over hole.
  - 3. Sewer main to sewer main connections must be by a core with water-tight boot into an existing manhole or by installing a dog-house manhole on the existing sewer.
  - 4. The lateral shall be installed from the main line to the edge of the right-of-way. Stub-outs shall be provided for every property abutting the line. The location of the end of the lateral shall be formed with a clean-out in accordance with the standard detail.
  - 5. The service connections shall be located by distances from manhole to manhole. The distances shall be recorded on a reproducible medium and submitted to the City for their records.
  - 6. Sewer laterals shall be a minimum of 4" (60' or longer shall be 6") diameter and be PVC (Schedule 40) or Ductile Iron Pipe. No material transitions of laterals between PVC and DIP will be allowed (including the clean-out/stack).
  - 7. Stub-outs may be required on sanitary sewer outfalls on a case by case basis.
  - 8. Tie-ins to the laterals shall be made at the existing tail piece section at the bottom of the stack. ~~Tie-ins to the stack are not permitted unless approved in advance by a written waiver from Utilities Management.~~ For infill development only, tie-ins to the sewer lateral stack will be allowed where the depth of the sewer tail piece is greater than 4' (see City of Salisbury standard detail SS-5A).

9. Protect existing piping and manholes to prevent concrete or debris from entering while making tap connections. Remove debris or other extraneous material that may accumulate.

### 3.8 IDENTIFICATION

- A. ~~Install continuous 14-gauge green copper tracing wire for all underground sewer piping. The tracing wire shall be looped up at cleanouts and manholes for connection to pipe locating equipment. Materials and their installation are specified in Division 33 Section "Trenching and Backfilling". Arrange for installation of green warning tapes directly over piping and at outside edges of underground manholes.~~

- ~~1. Use warning tape over ferrous piping.~~
- ~~2. Use detectable warning tape over nonferrous piping and over edges of underground manholes.~~

### 3.9 FIELD QUALITY CONTROL

#### A. Backfill

1. Backfill shall be tested by an independent testing laboratory approved in advance by the City.
2. Tests shall be performed in accordance with ASTM methods and be appropriate to the soil type.
3. The backfill in pipeline trenches shall be tested at a minimum as follows:
  - a. Pipelines within the road right-of-way, existing or proposed roads: Test density every 12-inches (2 lifts) of placed backfill at intervals of 200 feet, minimum one per day.
  - b. Pipeline under lawns or cross-country: Test density every 12-inches (2 lifts) of placed backfill at intervals of 500 feet, minimum one per day.

#### B. Flushing

1. At completion of work, lines shall be thoroughly cleaned by flushing with water to remove all dirt and debris.
2. Pipeline shall be flushed at a rate of at least 2.5 feet per second for a duration suitable to the Engineer/Owner.
3. City water may be used (when available and a bulk water permit is purchased) to flush sewer lines or an approved source of non-potable water (must be free of any chemicals, silt, or debris) may be used to flush sewer lines.
4. All flush water must be collected in a plugged manhole and pumped out. Sewer flush water shall not be allowed to enter the City's sewer system.

#### C. Obstructions/Visual Inspection

1. The pipe shall be visually inspected from manhole to manhole using lights, mirrors, or other devices (CCTV) for visual inspection. All obstructions shall be removed, and the lines from one manhole to the next shall exhibit a fully circular pattern. Lines which do

not exhibit a true line and grade or have structural defects shall be corrected to meet specifications.

2. The Engineer, Owner, or SRU inspector may require inspection by television camera (CCTV) of any sewer lines or laterals. The CCTV equipment must provide adequate light for the camera and be of high video quality (including the ~~video-tapes~~ **flash drive/thumb drive** or DVD) to properly show the inside of the pipe. Each line and lateral must be marked with an identifying number and shown on the ~~video-tape~~ **flash drive/thumb drive** or DVD and a log of any problems found, along with the line number and footage and/or lateral number must be included with the ~~video-tapes~~ **flash drive/thumb drive** or DVD.

#### D. Leakage

1. Leakage tests shall be conducted on a schedule agreed upon by the Engineer and Owner.
2. Engineer and Owner's designated representative must be on site for all required testing.
3. Low pressure air testing shall be used to test for leakage in sewer lines and laterals. The test shall be in accordance with ASTM F 1417 as modified herein.
4. The pipeline is considered acceptable if when tested at a pressure of 4.0 psi (or greater than the average back pressure of any groundwater that may submerge the pipe) the section under test does not lose more than 0.5 psig within the allotted test time. Refer to Table: 1 for time specifications.

Table: 1 Minimum Time Required for a 0.5 psig Pressure Drop  
for Size and Length of Pipe Indicated

#### Test Pressure for Start of Test 4.0 psig

Pipe Diameter (Inches)	Minimum Time (Minutes)	Specification Time for Length (L) Shown in Minutes and Seconds							
		100 ft	150 ft	200 ft	250 ft	300 ft	350 ft	400 ft	450 ft
4	1:53	1:53	1:53	1:53	1:53	1:53	1:53	1:53	1:53
6	2:50	2:50	2:50	2:50	2:50	2:50	2:50	2:50	3:12
8	4:00	4:00	4:00	4:00	4:00	4:00	4:26	5:04	5:42
10	4:43	4:43	4:43	4:43	4:57	5:56	6:55	7:54	8:54
12	5:40	5:40	5:40	5:40	7:08	8:33	9:58	11:24	12:50
15	7:05	7:05	7:05	8:54	11:08	13:21	15:35	17:48	20:00
18	8:30	8:30	9:37	12:49	16:00	19:14	22:26	25:38	28:50
21	9:55	9:55	13:05	17:27	21:49	26:11	30:30	34:54	39:15
24	11:20	11:24	17:57	22:48	28:30	34:11	39:53	45:35	51:15
27	12:45	14:25	21:38	28:51	36:05	43:15	50:30	57:42	64:54
30	14:10	17:48	26:43	35:37	44:30	53:25	62:20	71:13	80:07
36*	17:00	25:39	38:28	51:17	64:06	76:55	89:44	102:34	115:23

\* Consult with pipe manufacturer for maximum test pressure for pipe size greater than 36 in. in diameter.

5. This low pressure air test may be dangerous to personnel if, through lack of understanding or carelessness, a line is over pressurized or plugs/caps are installed or restrained improperly. It is extremely important that the various plugs be properly installed to prevent the sudden expulsion of a poorly installed or partially inflated plug. Observe the following minimum safety precautions:

- a. No one shall be allowed in the manhole during testing.
- b. Contractor to install and restrain all caps and plugs securely.
- c. When the lines are tested, it is mandatory that all caps and plugs be braced as an added safety factor.
- d. Do not over pressurize the lines. Do not exceed 9.0 psig.
- e. A regulator or relief valve set no higher than 9.0 psi shall be included on all pressurizing equipment.

E. Deflection Test (for PVC pipe)

1. No sooner than thirty (30) days after final backfill installation, each section of PVC pipe shall be checked for vertical deflection using an electronic deflectometer or a rigid "Go-No/Go" device.
2. Vertical deflection shall not exceed 5% of the inside pipe diameter.
3. Pipe exceeding the allowable limit shall be repaired and retested. Engineer or the engineer's designated representative must be on site for all required testing. City inspection of the test is required.

F. Manhole Vacuum Test

1. All testing shall be performed in the presence of the engineer or designated representative and SRU inspector.
2. Every manhole shall be checked for air tightness prior to setting of the manhole ring and cover. All manholes, whether with precast base sections or poured-in-place base, shall be vacuum tested. All lift holes shall be plugged with a non-shrink grout.
3. All pipes entering or leaving the manhole shall be plugged, taking care to securely brace the plug from being drawn into the manhole during the test.
4. Notify the Engineer/Owner's representative and SRU inspector must be present for the test, notify Engineer/Owner 48 hours prior to conducting the test.
  - a. The vacuum equipment test head shall be placed at the inside of the top of the cone section, the seal inflated in accordance with the manufacture's recommendations.
  - b. A vacuum of 10-inches of mercury shall be drawn and the vacuum pump shut off.
  - c. With the valves closed, the time shall be measured for the vacuum to drop to 9-inches of mercury.
  - d. The test time shall be correlated to the manhole as follows:

<u>Manhole Diameter</u>	<u>Allowable Time:</u>
48"	60 seconds
60"	75 seconds

- e. If the manhole fails the initial test, necessary repairs shall be made at the contractor's expense with an approved non-shrink grout on the outside of the manhole while the vacuum is being drawn.
- f. The re-testing and repairing schedule cycle shall continue until the manhole passes the test.

G. Leaks and loss in test pressure constitute defects that must be repaired.

H. Replace leaking piping using new materials, and repeat testing until leakage is within allowances specified.

### 3.10 CLEANING

A. Clean dirt and superfluous material from interior of piping. Flush with potable water.

**END OF SECTION 339100**

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## SECTION I - GENERAL INFORMATION

### **1.01 Application of the Standard**

The Construction Specifications in this manual generally refer to work located in the street right-of-way, utility easements and/or storm drainage easements. It is not the intent of the manual to specify how general construction on private property shall be performed.

The following terms and abbreviations may be used in this manual and shall have the meanings ascribed to them in this section:

AASHTO - American Association of State Highway and Transportation Officials

ANSI - American National Standards Institute

ASTM - American Society for Testing Materials

AWWA - American Water Works Association

City - City of Salisbury

NCDOT - North Carolina Department of Transportation

SRU - Salisbury-Rowan Utilities

SRU Management - Salisbury-Rowan Utilities Director or designee

### **1.02 General Arrangement of Plans**

Water, sewer, grading, streets, and drainage plans are generally preferred on one consolidated plan. However, if information is cluttered, separate plans may be prepared if the other information is provided in a light line weight.

In general, all plans shall show:

1. scale(s) **Plans shall be prepared to a minimum standard engineering scale of 1" = 40'**
2. date of issue
3. purpose of issue (i.e. for review only, for construction only, etc.)
4. north arrow
5. USGS elevations and benchmark(s)
6. existing streets, underground utilities (including lines, valves, manholes, etc.), structures, power poles, rights-of-way, easements, etc., labeled with an identification and size, i.e. "existing 8" water line", "Elm Road (SR 0001), 60' ROW, 30' pavement", "Duke Power R/W, 100"
7. creeks and drainage ways
8. flood plain
9. lot lines
10. **cover sheet with** vicinity map
11. preparer's seal **with signature**

The nature and date of all revisions must be included on all revised pages. **Incomplete submittals will not be reviewed until all the required items are received.**

### **1.03 Permits, Approvals and Encroachments**

The City shall review all plans prior to submittal to any other reviewing agency.

All approvals by all regulating authorities shall be obtained before any construction is started. The City shall incur no costs for plan approvals. Copies of all approvals, including all permits, maps, plans, and executed agreements shall be received by the City before construction begins.

Application for approval of water and sewer facilities by NC State Authorities shall be completed in the name of the City for public extensions and be submitted for signatures accompanied by all required documentation, plans and fees. Privately owned extensions should be submitted in the name of the owner/developer.

Other approvals must be obtained from (but not limited to) Rowan County (sedimentation and erosion control), NC Department of Transportation (right-of-way encroachment), railroads and utilities (right-of-way encroachment), and private property owners (right-of-way). All permanent rights-of-way shall be obtained in the name of the owner/developer and transferred to the City or in the City's name initially.

The City shall incur no expense for permitting or right-of-way procurement.

### **1.04 Approval by the City**

Approval by the City shall be obtained by the following procedure:

1. Submit three (3) sets of plans with a letter requesting approval of the plans. One (1) set of reproducible plans shall be submitted upon final approval.
2. The City shall review the plans for conformance with the City's ordinances and standards and make appropriate comments. The City shall return plans with comments or stamp the reproducible plans upon final approval.
3. All approvals, easements and rights-of-way shall be obtained in accordance with Item 1.03 of this section.
4. Shop Drawings shall be submitted and approved prior to the start of construction.
5. A mandatory pre-construction conference shall be held prior to the start of construction. The pre-construction conference shall be attended by the City, owner/developer, engineer, and contractor. A minimum advance notice of 2 business days is required to schedule the conference. The Engineer shall bring a copy of the approved plans, permits, right-of-way encroachments, recorded easements, etc. The contractor shall bring a construction schedule, shop drawings, copy of insurance policy with the appropriate liability coverage (\$1,000,000 per occurrence) etc.
6. ~~Utilities~~ **SRU** Management or City Engineer shall allow construction to begin when all permits have been received and all requirements of the appropriate Review Board(s) have been met.

## **1.05 Construction Records and Inspections**

### **Record Drawings**

Record drawings shall be prepared to reflect all changes made during construction. A field survey (by a Professional Land Surveyor) to locate all roads, structures, and new manholes, and to determine the inverts of new storm and sanitary sewer lines as well as location of all water lines, hydrants, bends and connection points shall be conducted by the owner/developer.

All elevations shall be tied to USGS benchmarks and a permanent easily accessible benchmark shall be established at the site and noted on the plans.

Record drawings shall show locations of all sewer laterals and water services referenced to fixed points so as to be easily located in the event that the markers are destroyed. Record drawings shall show the location of all drainage easements and utility rights-of-way. Drainage discharges shall be referenced to fixed points so as to be easily located. The method of location of these items shall be as directed by ~~Utilities~~ **SRU** Management or City Engineer. The City will review the record drawings, if corrections are needed, the drawings will be returned to the Engineer for revisions. Record drawings shall consist of a complete set of corrected plans and be printed on mylar and a digital copy (**.PDF format**) on the appropriate media.

### **Inspection**

Construction inspection shall be as described in Section IV of this manual. Care shall be taken to notify the proper authority in sufficient time to inspect and/or witness all phases of construction and testing as required. The owner/developer shall see that adequate inspection is provided at the job site to ensure all installation is done in accordance with the approved plans and these standards and specifications and to allow certification(s) as required.

Construction inspection by a registered professional engineer or a representative of the Engineer's office, under the Engineer's supervision, is required. The Engineer must submit a statement acceptable to State Agencies and the City of Salisbury, reflecting that the water and/or sewer system was constructed in accordance with the approved plans and specifications and submit a copy of his inspection log. The Engineer must also submit a statement certifying the streets and storm drainage have been constructed in substantial conformance with City Specifications and the approved plans.

~~An City of Salisbury Utilities~~ **SRU** Inspector will spot check the construction on all permitted projects both public and private (private water lines when these lines provide any type of fire protection and on all sewer lines). **Salisbury-Rowan Utilities will also inspect the installation/construction of grease traps/interceptors (see FOG Control Program - Appendix "E").** Concurrent attendance by the ~~Utilities~~ **SRU** Inspector and the Engineer or engineer's representative is required for all water and sewer testing.

## **Final Inspection**

A final Inspection shall be conducted upon completion of all construction and testing. The purpose of the final inspection is to verify that all construction and materials meets the requirements of the approved plans and City of Salisbury standards and specifications. Concurrent attendance by the contractor, ~~Utilities~~ **SRU** Inspector and the Engineer or engineer's representative is required. During the final inspection the Engineer or engineer's representative shall make a "punch list" containing engineer's and City's comments. Each section of sewer line shall be visually inspected ("lamped" by the Engineer or his representative) or CCTV inspected. All lot corners are to be located and staked prior to final inspection.

## **Test Results**

Tests of all type shall routinely be prepared at no cost to the City. The City shall receive copies of all tests ~~which do not meet standard specifications~~. The Contractor shall be responsible for reviewing and retaining all test reports.

Prior to acceptance of the completed job, the Contractor shall submit a notarized statement certifying that all test reports were acceptable and/or all unacceptable materials have been replaced.

### **1.06 Guarantee of the Work**

The work shall be guaranteed by the owner/developer for a period of one year from acceptance by the City. The guarantee shall cover all materials and workmanship. Any defective work or materials shall be repaired or replaced at no expense to the City. The owner/developer shall submit a one-year warranty document to the City of Salisbury prior to final acceptance of the project.

### **1.07 Acceptance of Facilities by the City**

The City shall accept new facilities upon completion of the following:

1. All construction is complete, all tests are satisfactory, a final inspection has been held, and all punch list items have been addressed (release by ~~Utilities~~ **SRU** Inspector).
2. Plan originals **on mylar** with "record drawings" revisions are received. **The engineer must also submit a digital copy (.PDF) of the record drawings.**
3. Engineer's certifications of water, sewer, drainage, and streets are received, and necessary certifications are submitted to the State and the City of Salisbury.
4. Contractor's certification of tests has been received.
5. The Owner/Developer's statement of one-year guarantee has been received.
6. All permanent easements, rights-of-way, and permits are properly recorded and filed.



7. Any releases required by ~~Utilities~~ **SRU** Management and/or City Engineer have been made (including easement/property issues).
8. Evidence of final payments to suppliers and sub-contractors (for public designed utilities & utilities to be taken over by the City of Salisbury):
  - a. Contractor's Affidavit of Payment and Debts and Claims.
  - b. Contractor's Affidavit of Release of Liens.
  - c. Evidence that all claims have been settled.

### **1.08 Variance Procedure**

Requests for variances from the Standard City requirements shall be reviewed on a case by case manner as follows:

- ~~1. The party requesting the variance shall discuss the issue with the appropriate City Staff members. Staff will determine if additional engineering studies, special agreements and/or additional documentation is needed to support the variance request. Staff will also determine which of the following variance procedures shall apply.~~
  - ~~2. If the variance relates to an issue such as development density, street classification, location of intersections, access, or other items which are easily demonstrated before engineering plans are developed, the requesting party shall submit the variance request in conjunction with the preliminary plat review. Staff will forward the variance request and a staff recommendation to the Planning Board for consideration. The variance shall be clearly identified on the preliminary plat and, if approved by the Planning Board, shall be considered an acceptable concept.~~
  - ~~3. If the variance relates to an issue which becomes apparent only after engineering plans have been developed, the requesting party shall submit the variance request in conjunction with the engineering plan review. Staff will forward the request and a staff recommendation to City Council for consideration. Engineering plans will not be approved until all variance requests have been approved by Council, or the design meets standard City requirements.~~
1. Any proposed deviation from current local standards shall be documented with the following as part of the application package:
    - a. Design engineer's sealed letter detailing the cause for deviation, a narrative description of proposed variance, and a statement that the deviation from local standards will not involve a deviation from state or federal standards.
    - b. Description of how the proposed variance would perform relative to City standards, measured over the expected life cycle of the system.
    - c. Detailed drawings and/or manufacturer's data in support of proposed variance.
  2. City Staff will forward the request for deviation from local standards to SRU Management and/or the appropriate City Department head, who shall determine the acceptability of the request based on his judgment regarding:
    - a. Life cycle performance.
    - b. Compatibility with established City maintenance procedures.

- c. Compliance with applicable standards as established by other jurisdictions having authority.
- d. Other factors deemed appropriate by the applicable City Department head.

Engineering plans will not be approved until all variance requests have been approved in writing as described by Council, or the design meets standard City requirements.

#### **1.09 Erosion and Sedimentation Control**

All work shall be done in accordance with and subject to the limitations of City, Rowan County, and State rules and regulations for erosion and sediment control.

It shall be the responsibility of the owner/developer to obtain approval of a sedimentation and erosion control plan from Rowan County. Additional information as to required format and plan content is available from Rowan County Environmental Services, 402 North Main Street, Salisbury, North Carolina, 28144, telephone (704) 216-8588.

Erosion control measures shall be provided to prevent any erosion or sedimentation problems that might affect any existing utility lines or structures during construction. For public utility installations, the contractor shall stabilize (seed and mulch) the area around newly installed meter boxes & meter vaults, valve boxes, fire hydrants, manholes, and sewer clean-outs prior to acceptance by SRU.

## SECTION II - MATERIALS

### PART 1 - EARTHWORK AND SITEWORK

#### **1.01 Clean Backfill**

Clean backfill (**first 2' of backfill**) material shall contain no man-made or organic material or clay pockets and shall be free of rocks, clods, or other materials larger than 2 inches in nominal diameter.

Materials from on-site excavations may be used for clean backfill provided they meet the specified requirements and contain optimum moisture content for proper compaction. Water saturated material shall not be used as clean material. If sufficient on-site clean backfill material is not available, acceptable material from an off-site borrow area shall be secured.

#### **1.02 Backfill**

Backfill shall be free of all organic materials and shall not contain any rocks larger than 4 inches in diameter, **asphalt, concrete, trash**, or be in a water saturated condition. **All trash (plastic bottles, cardboard packaging, plastic wrappers, etc.) left by the contractor, shall be removed from the trench prior to backfilling.**

#### **1.03 Crushed Stone or Screened Gravel**

Crushed stone or screened gravel shall meet the requirements of the North Carolina Department of Transportation Standard Specifications - latest revision.

Crushed stone or screened gravel shall conform to standard size No. 5. Any rock, run-of-bank sand or gravel excavated on site which meets this gradation may be used. Specifically the stone shall meet the following gradation:

<u>Sieve Size</u>	<u>Percentage Dry Weight Passing Designated Sieve Size</u>
1-1/2 inch	100
1 inch	90-100
3/4 inch	20-55
1/2 inch	0-10
3/8 inch	0-5
No. 200	0-0.6

#### **1.04 Pipe Bedding**

All material used for pipe bedding shall **be size #67 washed stone in accordance with current NCDOT Standard Specifications.** ~~conform to North Carolina Department of Transportation Standard Specification latest revision for standard size 67 material. Any rock, run-of-bank sand, or gravel excavated on site which meets the following gradation may be used.~~

Percentage Dry Weight	
<u>Sieve Size</u>	<u>Passing Designated Sieve Size</u>
1 inch	100
3/4 inch	90-100
3/8 inch	20-55
No. 4	0-10
No. 8	0-5
No. 200	0-0.6

### 1.05 **Riprap**

The stone for riprap shall consist of field stone or rough unhewn quarry stone. The stone shall be sound, tough, dense, and resistant to the action of air and water. The riprap shall be of the size required for proper erosion control and shall meet the standards for NCDOT Class 1 riprap, Class 2 riprap, Class A erosion stone or Class B erosion stone. Class 1 stone shall vary in weight from 5 to 200 pounds. At least 30 percent of the total weight of the riprap shall be in individual pieces weighing a minimum of 60 pounds each. Not more than 10 percent of the total weight of the riprap may be in individual pieces weighing less than 15 pounds each. Class 2 stone shall vary in weight from 25 to 250 pounds with at least 60% of the total weight of the riprap and shall be individual pieces weighing a minimum of 100 pounds. Not more than 5% of the total weight of the riprap may be individual pieces weighing less than 50 pounds each. Class A erosion stone shall range in size from 2"-6". Class B stone shall range from 5"-15".

During placing, the stone shall be graded so that the smaller stones are uniformly distributed through the mass. The stone may be placed by mechanical methods, augmented by hand placing where necessary. The placed riprap shall form a properly graded, dense, neat layer of stone. The channel shall be undercut to allow for the following depths of riprap.

Class I -	2'
Class II -	2.5'
Class A -	1'
Class B -	2'

### 1.06 **Portland Cement Concrete**

#### **Portland Cement**

Portland cement shall meet the requirements of AASHTO M85 for Portland cement Types I, II and III, except the maximum fineness requirements of AASHTO M85 do not apply to cement used in precast concrete products.

Air-entraining portland cement shall not be used.

Different types of cement shall not be mixed nor used alternately.

## SECTION II - MATERIALS

### PART 2 - WATER

#### **2.01 Ductile Iron Pipe (DIP)**

All ductile iron pipe shall be Pressure Class 350 (see current City of Salisbury water & sewer approved product manufacturer's sheet for approved types located in Appendix "A")

DIP pipe must be manufactured in the USA.

DIP pipe must be new pipe (no used pipe allowed).

No damaged pipe will be allowed.

All water pipe shall have a potable water logo (PW) on all joints.

DIP is required for the following applications:

- Under all roadways, except local residential streets or as approved by SRU Management
- For creek crossings (Creek crossings require an encasement pipe)
- Under railroads
- Where there is less than 3' of cover
- Where there is 15' or more of cover ~~or fill~~
- Where pipe is located in fill material (above undisturbed soil)
- For pipe used as carrier pipe in bores/road bores
- For fire hydrant installations (on hydrant legs/branches)
- Where minimum clearances with other utilities cannot be met
- In poor soil, in rock, and/or where PVC pipe is not allowed by the City Standards, NCDEQ, or NCDOT

DIP pipe for water lines shall have blue copper tracer wire (14-gauge) for its entire length and shall be looped up at valves, fire hydrants, and water services/meter boxes for connection to pipe locating equipment.

The ductile iron pipe shall be manufactured in accordance with all applicable requirements of AWWA Standard C-151/ANSI A21.51, AWWA C-111/ANSI A21.11, AWWA C-150/ANSI A21.50. The ductile iron pipe shall be supplied in nominal lengths of 18 or 20 feet.

The ductile iron pipe shall be cement-mortar lined with a sealcoat in accordance with AWWA C-104, and bituminous coated on the exterior in accordance with AWWA C-151.

Pipe joints shall be mechanical or "push-on" manufactured in accordance with AWWA Standard C-111, or flanged joints in accordance with AWWA Standard C-115.

Each joint of ductile iron pipe shall be hydrostatically tested to 500 psi at the point of manufacture before the outside coating and inside lining are applied. Testing may be performed prior to machining bell and spigot. Failure of ductile iron pipe shall be defined as any rupture or leakage of the pipe wall.

All materials used in the production of the pipe are to be tested in accordance with AWWA Standard C-151 for their adequacy within the design of the pipe, and certified test results are to be provided to the City upon request. All certified tests, hydrostatic and material, are to be performed by an independent testing laboratory at the expense of the pipe manufacturer.

Restrained joints shall be TR Flex or Lok Tyte as manufactured by U.S. Pipe, Lok-Fast or Lok-Ring

as manufactured by American Pipe or approved equal. Restrained joints shall be used when the pipe location excludes the use of thrust blocks for proper support.

## **2.02 Ductile Iron Fittings**

Ductile Iron Fittings must be USA made (see current City of Salisbury water & sewer approved product manufacturer's sheet for approved types located in Appendix "A") All fittings shall be short, compact ductile iron type, pressure class 350 in accordance with ANSI/AWWA C153/A21.53, AWWA C-111/ANSI A21.11, AWWA C-104/ANSI A21.4. The fittings shall be tested, and the manufacturer shall provide certified test results when requested by the City. This testing shall include hydrostatic proof testing of the fittings.

All fittings shall be all-bell and of the mechanical joint type. Mechanical joints shall be manufactured in accordance with AWWA Standard C-111/A21.11.

All fittings shall be ductile iron and shall have a minimum working pressure rating of 350 psi and a minimum iron strength of 25,000 psi.

All fitting interiors shall be cement-mortar lined and sealed in accordance with AWWA Standard C-104/A21.4, and the outside shall be bituminous coated.

**Ductile iron cross type fittings are not allowed without prior approval of SRU Management.**

## **2.03 Polyvinyl Chloride Pipe (PVC) and Fittings**

All PVC water pipe is to be in accordance with AWWA C-900. Pipe shall have push-on joints with integral bell and locked-in gasket and shall conform to ASTM D-1784, ASTM D-3139. The bell shall consist of an integral wall section with a locked-in, solid cross-section elastomeric ring. Pipe will also be the type approved by the National Sanitation Foundation, and shall bear the NSF logo. All water pipe shall have a potable water logo (PW) on all joints. (see current City of Salisbury water & sewer approved product manufacturer's sheet for approved types located in Appendix "A")

All pipe for 6-inch and larger mains shall conform to AWWA Standard C900, DR 14, Class 200, rated with a working pressure 200 psi. All fittings shall be mechanical joint ductile iron as specified in Item 2.02 of this section.

PVC pipe will be used only in areas where the highest working pressure is 125 psi or less. Maximum line size for PVC pipe is 12-inches. Minimum cover is 3-feet. Ductile iron pipe will be required in all locations where the working pressure exceeds 125 psi as measured or calculated, where cover is less than 3-feet or where pipe size exceeds 12-inches.

~~PVC pipe shall not be used under roads, for road crossings, creek crossings, or railroad crossings.~~

**PVC pipe shall not be allowed in the following applications:**

- Under roadways, except local residential streets or as approved by SRU Management
- For creek crossings
- Under railroads
- Where there is less than 3' of cover
- Where there is 15' or more of cover or fill

- Where pipe is located in fill material (above undisturbed soil)
- For pipe used as carrier pipe in bores/road bores
- Where minimum clearances with other utilities cannot be achieved
- Where ductile iron pipe is required by the City, NCDEQ, or NCDOT

PVC pipe that has been yard stored for an extended time and/or exposed to outside weather elements for a extended amount of time (to the point that it has changed color and/or has become brittle) shall not be allowed.

All pipes and materials are to be tested according to the requirements of AWWA Standard C-900. Certified test results are to be provided to the City when requested. These tests shall be performed by an independent testing laboratory at the expense of the pipe manufacturer.

PVC **water** pipe (**C-900**) shall be installed with stone bedding as shown in the Standard Details as Type II bedding, unless rock, poor soil or saturated conditions exist, in which case, Type III bedding shall be used.

All PVC pipe for water lines shall have blue colored copper tracer wire (14-gauge) for its entire length and shall be looped up at valve boxes for connection to pipe locating equipment.

#### **2.04 2" Public Water Mains**

Where 2" public water mains are allowed per the Water System Design Criteria (Section V, Item 2.01), allowable pipe materials are as follows:

- SDR-13.5 with Type II bedding (not for use under roads/pavement unless approved by SRU Management)
- Type "K" copper
- Muncipex® (Pex "A") – in accordance with Item 2.05 of this section.

All 2" pipe for water lines shall have blue colored copper tracer wire (14-gauge) for its entire length and shall be looped up at valve boxes for connection to pipe locating equipment.

#### **2.05 Muncipex® (Pex "A")**

Muncipex® (Pex "A") is an approved pipe material for ¾", 1", and 2" water services from tap to meter setter as described herein. SRU Management must approve the use of 2" Muncipex® (Pex "A") pipe or approved equal for water main construction. Muncipex® (Pex "A") pipe is not allowed in planting strips containing street trees, where minimum separations are not obtainable, or where ferrous pipe materials are otherwise required.

Due to the unique testing requirements, Muncipex® Pex "A" is only approved for use under the following conditions:

- For construction of new 2" water mains (where ferrous pipe is not required by City or State standards) and must be approved in advance by SRU Management.
- For service lines when installed on a newly installed or existing 2" Pex "A" water mains.
- For water service lines on existing water mains.

Muncipex® (Pex "A") is not allowed for use on projects that contain other water main sizes and/or materials (except when the 2" Pex "A" pipe can be completely valved off from the other water lines



and independently pressured tested).

2" Muncipex® (Pex "A") water mains must be independently tested as outlined in Section IV.

Pex "A" pipe for water lines shall have blue copper tracer wire (14-gauge) for its entire length and shall be looped up at valve boxes and meter boxes for connection to pipe locating equipment.

## **2.06 Steel Pipe for Cased Crossings**

Cased crossings of roads and railroads shall meet standards of Item 3.04, Part 3, of this section and the applicable controlling agency (i.e. NCDOT, RR).

## **2.07 Gate Valves and Tapping Valves**

Gate valves and tapping valves:

(see current City of Salisbury water & sewer approved product manufacturer's sheet for approved types located in Appendix "A")

Gate valves twelve (12) inches in diameter and smaller, shall be all bell with mechanical type joints. They shall be "O" ring, open-left valves of the nonrising stem type. Valves shall be AWWA type. Resilient seated valves may be used on all new construction. On existing water lines, valves shall be wedge (bronze) seated. Valves shall be designed for a minimum of 200 psi working pressure and 300 psi hydrostatic test pressure with a two (2) inch operating nut. Valves shall be cast iron or ductile iron. All interior and exterior parts shall be epoxy coated.

Valves shall be M.J. type, with slotted holes allowed only at the 11 o'clock and 1 o'clock positions. Shoulder bolts (not tee bolts) shall be used in the slotted holes.

Flange valves can not be substituted for tapping valves.

## **2.08 Automatic Air Release Valves**

Air release valves shall be Crispin Pressure Air Valves, Model P 20, with a vacuum check unit, Val-Matic, Model VM-45, with a vacuum check unit or equal as approved by ~~Utilities~~ **SRU** Management. These valves shall be suitable for 150 psi working pressure and designed to allow air to escape automatically while the main is in service and under pressure. The valve shall be housed in an approved eccentric manhole and shall be installed in accordance with the manufacturer's recommendations. Air release valve locations shall be approved by ~~Utilities~~ **SRU** Management, and shown on the plans.

Air release valves are to be used at the option of the design engineer, and are to be located in new construction only.

## **2.09 Tapping Sleeves and Tapping Saddles**

All sleeves shall have a minimum of 200 psi working pressure and shall be pressure tested in-place before the tap is made. **The tapping shall be tested at 200 psi for a period of 30 minutes to 2 hours. If**

the test pressure has dropped less than 5 psi and there is no further pressure loss, the SRU inspector may allow the 30 minute test time. If there is any continuing pressure loss, the tapping sleeve test time may be increased to the full test time of 2 hours (as required by the SRU inspector). The pressure may not drop more than 5 psi during the test. All visible leaks must be repaired. All sleeves shall be ductile iron, cast iron or stainless steel (requires prior approval from Utilities SRU Management). All taps shall be machine drilled, no burned taps will be allowed. (see current City of Salisbury water & sewer approved product manufacturer's sheet for approved types located in Appendix "A")

## **2.10 Valve Boxes**

Adjustable valve boxes shall be gray cast iron of the dimensions specified in the Standard Details of these specifications. Boxes and extensions shall be of the "slip-on" type. Screwed connections shall not be accepted. The word "water" shall be cast into the lid (see current City of Salisbury water & sewer approved product manufacturer's sheet for approved types located in Appendix "A")

## **2.11 Fire Hydrants**

Nozzles shall have NST threads and shall consist of the following: 2-two and one-half inch nozzles, and 1-four and one-half inch nozzle. All nozzles shall be provided with cap and cap retaining chain. The hydrant valve opening shall be four and one-half inches. Bronze to bronze threads shall be provided between the hydrant seat or seat ring and the seat attaching assembly. All hydrants must include cast or ductile iron epoxy lined shoe and protective valve stop device. All hydrants shall be grease lubricated, no oil filled assemblies shall be allowed. Fire Hydrant color shall be silver or color required by the local fire authority having jurisdiction. (see current City of Salisbury water & sewer approved product manufacturer's sheet for approved types located in Appendix "A")

Hydrants shall be open-left type and shall have a six-inch hub-end or mechanical joint elbow. The hydrant barrel shall be of sufficient length to provide a minimum of three feet bury and be of the break-away impact type.

Hydrant tees with screwed end valve assemblies, as manufactured by Griffin or equal are acceptable, or restraint may be accomplished using 3/4" bars Mega-Lugs as shown in the standard details.

Fire hydrants installed within the Town of China Grove zoning jurisdiction shall be fitted with a 5" Storz connection on the pumper nozzle facing the street (See Detail W-3A).

## **2.12 Taps**

For taps 2" diameter or less, saddles and corporation cocks shall be used. (see current City of Salisbury water & sewer approved product manufacturer's sheet for approved types located in Appendix "A")

Corporation cocks shall have AWWA standard tapered threads. (see current City of Salisbury water & sewer approved product manufacturer's sheet for approved types located in Appendix "A")

Taps larger than 2" shall be made using the appropriate size tapping sleeve and valve. On a "dry line", the connection shall be made with a tee and valve or by tapping.

### **2.13 Service Lines**

Service lines shall be a minimum of 3/4". Lines 3/4" through 2" shall be type "K" soft copper or Muncipex® (Pex "A") as allowed in Item 2.05 of this section. Female iron thread, male iron thread, flared, pack joint or other approved fittings may be utilized. Service lines greater than 2" may be ductile iron pipe with east-~~or~~ ductile iron fittings.

### **2.14 Meter Setters and Boxes**

Residential meter boxes and meter setters may be purchased from the City (advance ordering required). Meter setters shall be of 3/4" copper tubing. The inlet shall have a copper tube pack joint and the outlet shall have male iron pipe threads. Meter setters shall be installed with locking wing on the City's side of the meter (see current City of Salisbury water & sewer approved product manufacturer's sheet for approved types located in Appendix "A"). If meter boxes and meter setters are not purchased from the City, it will be the responsibility of the contractor to make sure all items are to the City of Salisbury's Uniform Construction Standards and Specifications.

All boxes shall have cast iron "meter reading lids".

Commercial and industrial meters shall be of a size and configuration approved by the City. All meters over 1" shall have a bypass as shown in the Standard Details. Meter bypass lines for fire protection shall have a detector check, or if the bypass line is to be used for purposes other than emergency fire protection, a meter shall be installed.

The City shall provide and install all meters at owner's expense.

All meter connections shall have an approved backflow prevention device.

### **2.15 Multiple Meter Assemblies**

When allowed, meter assemblies shall be as shown in the Standard Details. Meters shall be purchased from and set by the City. A master meter is required at the property line and shall be of a size and configuration as approved by the City. A backflow prevention device with valved bypass shall be located in the master meter vault. Individual meters shall be City standard. Piping between the master meter and the individual meters shall be the ~~choice and~~ responsibility of the Owner, except that private permitted systems must meet the requirements of the City of Salisbury's Uniform Construction Standards for materials, bedding, and testing. The City shall not be responsible for repair or maintenance of these lines.

Manifold assemblies are not allowed, unless otherwise approved by SRU Management.

### **2.16 Backflow Prevention Devices**

All new or renewed connections require backflow prevention. Backflow prevention shall be installed on the customer's side of the meter.

3/4", 1", and 2" services shall have a dual check valve installed on meter setter (see current City of Salisbury water & sewer approved product manufacturer's sheet for approved types located in Appendix "A"). Some of these services may be required to have backflow prevention devices installed above ground in the appropriate enclosure on the owner's property. Services larger than 2-inches shall have backflow prevention devices installed in a separate vault on the Owner's property. High risk connections shall have backflow prevention devices (see current City of Salisbury water & sewer approved product manufacturer's sheet for approved types located in Appendix "A" and backflow standard detail drawings in Appendix "D" for installation details). Risk category determination is by ~~Utilities~~ **SRU** Management.

All backflow prevention devices shall meet approval of the Foundation for Cross-Connection Control and Hydraulic Research, University of Southern California.

All lines, including fire lines and irrigation lines, shall have approved backflow prevention.

Backflow guidance documents can be found in Appendix "D".

## **2.17 Federal Lead Free Drinking Water Act, Jan. 2010 (Reduction of Lead in Drinking Water Act)**

All fire hydrants, curb stops, corporation stops, copper meter setters, and misc. brass fittings shall be compliant with the Federal Lead Free Drinking Water Act, January 2010 (Reduction of Lead In Drinking Water Act) and shall be "no lead" or "lead free".

## SECTION II - MATERIALS

### PART 3 - SANITARY SEWER

#### **3.01 Ductile Iron Pipe (DIP) and Fittings**

All ductile iron pipe shall be Pressure Class 350 (see current City of Salisbury water & sewer approved product manufacturer's sheet for approved types located in Appendix "A")

DIP pipe must be manufactured in the USA.

DIP pipe must be new pipe (no used pipe allowed).

No damaged pipe will be allowed.

DIP is required for the following applications:

- Under all roadways, except local residential streets or as approved by SRU Management
- For creek crossings (creek crossings require encasement pipe)
- Under railroads
- Where there is less than 3' of cover
- Where there is 15' or more of cover ~~or fill~~
- Where pipe is located in fill material (above undisturbed soil)
- For pipe used as carrier pipe in bores/road bores
- Where minimum clearances with other utilities cannot be met
- In poor soil, in rock, and/or where PVC pipe is not allowed by City Standards, NCDEQ, or NCDOT

DIP pipe for sewer lines shall have green copper tracer wire (14-gauge) for its entire length and shall be looped up at cleanouts and manholes for connection to pipe locating equipment.

The ductile iron pipe shall be manufactured in accordance with all applicable requirements of AWWA Standard C-151/ANSI A21.51, AWWA C-111/ANSI A21.11, AWWA C-150/ANSI A21.50. The ductile iron pipe shall be supplied in nominal lengths of 18 or 20 feet.

The ductile iron pipe shall be cement-mortar lined with a sealcoat in accordance with AWWA C-104, and bituminous coated on the exterior in accordance with AWWA C-151. SRU Management may require Protecto 401 ceramic epoxy lining for certain applications or locations of sewer line installation in place of the cement-mortar lining.

Pipe joints shall be mechanical or "push-on" manufactured in accordance with AWWA Standard C-111, or flanged joints in accordance with AWWA Standard C-115.

Each joint of ductile iron pipe shall be hydrostatically tested to 500 psi at the point of manufacture before the outside coating and inside lining are applied. Testing may be performed prior to machining bell and spigot. Failure of ductile iron pipe shall be defined as any rupture or leakage of the pipe wall.

All materials used in the production of the pipe are to be tested in accordance with AWWA Standard C-151 for their adequacy within the design of the pipe, and certified test results are to be provided to the City upon request. All certified tests, hydrostatic and material, are to be performed by an independent testing laboratory at the expense of the pipe manufacturer.

Ductile Iron Fittings must be USA made (see current City of Salisbury water & sewer approved

product manufacturer's sheet for approved types located in Appendix "A") All fittings shall be short, compact ductile iron type, pressure class 350 in accordance with ANSI/AWWA C153/A21.53, AWWA C-111/ANSI A21.11, AWWA C-104/ANSI A21.4. The fittings shall be tested, and the manufacturer shall provide certified test results when requested by the City. This testing shall include hydrostatic proof testing of the fittings.

All fittings shall be all-bell and of the mechanical joint type. Mechanical joints shall be manufactured in accordance with AWWA Standard C-111/A21.11.

All fittings shall be ductile iron and shall have a minimum working pressure rating of 350 psi and a minimum iron strength of 25,000 psi.

All fitting interiors shall be cement-mortar lined and sealed in accordance with AWWA Standard C-104/A21.4, and the outside shall be bituminous coated. SRU Management may require Protecto 401 ceramic epoxy lined fittings for certain applications or locations of sewer line installation in place of the cement-mortar lining.

### **3.02 Polyvinyl Chloride Gravity Sewer Pipe (PVC)**

PVC gravity sanitary sewer pipe shall be SDR-35 or SDR-26 and conform to the provisions contained in this section. See current City of Salisbury water & sewer approved product manufacturer's sheet for approved types located in Appendix "A".

PVC pipe shall not be allowed in the following applications:

- Under parking lots and other non-street paved areas, unless SDR-26 is specified
- Under roadways, except that SDR-26 is allowed under local residential streets or as approved by SRU Management
- For creek crossings
- Under railroads
- Where there is less than 3' of cover
- Where there is 15' or more of cover or fill
- Where pipe is located in fill material (above undisturbed soil)
- For pipe used as carrier pipe in bores/road bores
- Where minimum clearances with other utilities cannot be achieved
- Where ductile iron pipe is required by City Standards, NCDEQ, or NCDOT

PVC gravity sanitary sewer pipe (SDR-35) and related fittings shall be manufactured in accordance with all the requirements of ASTM C3034, SDR 35, Type PSM polyvinyl chloride sewer pipe and fittings (see current City of Salisbury water & sewer approved product manufacturer's sheet for approved types located in Appendix "A"). PVC gravity sewer pipe may be used for 8, 10 or 12-inch mains and shall be supplied in 12-foot to 14-foot lengths with bell-and-spigot joints. All fittings shall use rubber gaskets which conform to the requirements of ASTM F477. PVC gravity pipe larger than 15" shall conform to ASTM F679SDR 35 and be used only as approved by Utilities SRU Management.

~~PVC pipe shall not be used under roads, for road crossings, creek crossings, or railroad crossings (4" and 6" laterals may be PVC pipe if the pipe can be bedded in Type III bedding and meet all the minimum clearance requirements in Section 5, Part 3, Item 3.01, Note 15)~~

PVC gravity sewer pipe (SDR-26) and related fittings require approval by SRU Management and

shall be manufactured in accordance with all the requirements of ASTM D-3034, F-477. PVC gravity sewer pipe may be used for 8, 10 or 12-inch mains and shall be supplied in 12-foot to 14-foot lengths with bell-and-spigot joints. All fittings shall use rubber gaskets which conform to the requirements of ASTM F477.

All PVC sewer pipe shall have stone bedding as shown in the Standard Details as Type III bedding. SRU Inspector may require additional depth of stone bedding if poor soil conditions exist, rock is present, and when other conditions exist that would require additional stone bedding to protect the PVC pipe.

PVC pipe that has been yard stored for an extended time and/or exposed to outside weather elements for an extended amount of time, and pipe that has changed color and/or has become brittle shall not be allowed.

When ductile iron pipe is required on a section of sewer line, the entire section (line between the two manholes) must be DIP (~~no material transitions allowed~~). **No material transitions are allowed between manholes.**

~~Sanitary sewer laterals may be Schedule 40 PVC or DIP; no transitions between materials. Sewer lateral shall be all PVC or all DIP, no combination of the two materials shall be allowed. 4" and 6" laterals may be PVC pipe if the pipe can be bedded in Type III bedding and meet all the minimum clearance requirements in Section 5, Part 3, Item 3.01, Note 15.~~

Sanitary sewer laterals must be DIP, except that Schedule 40 PVC laterals are allowed on 4" and 6" laterals when the pipe can be bedded in Type III bedding and meet all minimum clearance requirements. Sewer laterals shall be all PVC or all DIP, no combination of the two materials shall be allowed. Sewer laterals originating under pavement must match the material of the sewer main.

Sewer laterals are required to be DIP for the following applications:

- when minimum clearances/separations cannot be achieved
- when the lateral crosses a creek or stream
- when the lateral cannot be bedded in type III bedding
- when the lateral depth is 15' or greater

All PVC pipe for sewer lines shall have green copper tracer wire (14-gauge) for its entire length and shall be looped up at cleanouts and manholes for connection to pipe locating equipment.

### **3.03 Steel Pipe**

Steel pipe for aerial creek crossings or boring installations (without encasement and carrier pipe) shall be domestic **manufactured** high strength steel, spiral welded or smooth-wall seamless manufactured in accordance with ASTM A139 and A283 and consisting of grade "B" steel with a minimum yield strength of 35,000 psi. On 8 and 10-inch pipe, the minimum wall thickness shall be 0.375 inches.

The outside of the pipe shall have one coat of zinc chromate primer conforming to Federal Specification TT-86a and afterwards painted with a compatible black paint.

Pipe ends shall be right-angled and shall be compatible to receive a "dresser style 62" - type I or approved equal mechanical transition coupler.



Steel encasement pipe shall be spiral welded or smooth-wall seamless, consisting of grade "B" steel with a minimum yield strength of 35,000 psi and manufactured in accordance with ASTM A139 and A283.

The pipe thickness shall be as required by the encroachment agreement obtained from the controlling agency, but in no case be less than 0.250 inches and the ends shall be beveled and prepared for field welding at the circumferential joints. Thicker encasement pipe may be required by the North Carolina Department of Transportation, Railroads or other agencies.

The pipe shall be coated inside and outside, in accordance with AWWA C203 or the NC Department of Transportation or the American Railway Engineering Association's specifications. All encasement pipe must be approved by the appropriate controlling agency (i.e. NCDOT, RR, etc.) prior to ordering the material.

All carrier piping shall be slip-joint ductile iron and the minimum inside diameter casing shall be 8-inches greater than the inside dimension of the carrier pipe as follows:

<u>Carrier Pipe Inside Diameter</u>	<u>Steel Casing Pipe Minimum Inside Diameter</u>
4-inch	12-inch
6-inch	14-inch
8-inch	16-inch
12-inch	20-inch
16-inch	24-inch

### 3.04 **Manholes**

#### **Precast Manholes**

Manholes shall be manufactured in accordance with ASTM C478-03a except as modified herein and shall be precast with monolithic base and eccentric cone. All manholes will be 4'0" inside diameter with 5-inch walls or 5'0" with 6-inch thick walls and have a 6-inch minimum base.

Manholes with any large chipped or broken areas, large cracks, exposed reinforcement, improper fitting joints, or any structural defects shall not be allowed. **New manhole bases shall not be re-cored if sewer line alignment changes – a new manhole base section shall be used for the new alignment. All manhole joints are to be wrapped on the outside of the manhole with a wide (minimum 8") butyl mastic wrap/tape.**

All manholes over 10'0" deep (top rim to lowest point) shall be 5'0" diameter. All manholes with 21-inch or larger pipes will be 5'0". All manholes with inside drops shall be 5'0" diameter. The standard joint shall be sealed with **an all-weather butyl rubber sealant for manhole joints and must conform to ASTM C990** ~~plastic cement putty meeting Federal Specifications SS-C-153.~~ "O" ring joints shall conform to the requirements of ASTM C443. A rubber water stop/rubber boot shall be supplied with the manholes to tie the pipe to the barrel section. These gaskets and clamps shall meet the requirements of ASTM C923.

Manhole transition slabs (example: a 5' to 4' transition slab or adapter) shall not be allowed.

Manholes deeper than 3'0" shall have steps. Manhole steps will be press set plastic, or approved equal. Steps will not be used on the outside of raised manholes.

### **Brick or Block Manholes**

Brick or block manholes are not allowed.

### **Monitoring Manholes**

Those commercial and industrial dischargers that require monitoring manholes in accordance with City Ordinance Section 25-186 (13) shall provide a monitoring manhole easily accessible in the public right-of-way. All discharge from the property must pass through a monitoring manhole before entering the public sewer system.

## **3.05 Manhole Rings and Covers**

Manhole rings and covers shall be USA made (see current City of Salisbury water & sewer approved product manufacturer's sheet for approved types located in Appendix "A"). All covers will be marked "SEWER" unless otherwise required by ~~Utilities~~ SRU Management or these specifications. Manholes located in off-street locations in non-residential areas shall be extended one-foot above finished grade. Manholes may be flush with the finished grade in residential or landscaped areas. Manholes on outfalls and/or located within unmaintained areas should be raised with a rim elevation min. 2' above grade. Manholes in flood plains shall extend 2-feet above the 100-year flood elevation or be provided with sealed covers, bolted down with "City of Salisbury" pattern locking bolts, and vented. Sealed manholes shall be vented the greater of 1000 LF, every other manhole, and/or as required by SRU Management. Manholes being raised above flood elevation to avoid sealing/venting requirements may not exceed 4' above grade without prior approval from SRU Management. Manholes shall not be located in ditches, or where excessive runoff may occur.

Manholes which are not to be sealed shall have 2 holes as shown on Standard Detail SS-6.

## **3.06 Sewer Lift Stations**

Lift stations will be considered for approval only when no gravity sewer options are available and are subject to approval by ~~Utilities~~ SRU Management.

Sewer lift stations shall be designed and sized to serve the drainage area in which they are to be located.

Sewer Lift Stations: (see sewer lift station specifications located in Appendix "C")

## **Protection of Subgrade for All Excavations**

To minimize the disturbance of the bearing materials and provide a firm foundation:

- (1) Should disturbed soil or material with natural low bearing capacity be encountered, excavation shall be carried out below subgrade in limited areas. Stabilization of these areas shall be done with backfill or coarse aggregate as required. Soils disturbed through the operations shall be excavated and replaced with backfill or coarse aggregate, as required.
- (2) Provide positive protection against penetration of frost into materials below the bearing level during work in winter months.

### **1.04 Backfilling**

Backfill shall be placed in layers not to exceed 6-inches loose and compacted with tampers to 95 percent of Standard Proctor AASHTO-T99 density, excepting backfill under structures, which shall be compacted to 98 percent of Standard Proctor Density, and the top 6-inches of trenches which shall be compacted to 100 percent as shown in the Standard Details. Backfill in the roadways shall be tamped to NCDOT requirements. Contractor shall utilize proper compaction equipment for backfilling the trench when laying pipe. If the contractor is not properly compacting the trench, additional compaction testing can be required by the SRU Inspector. All compaction testing shall be at no cost to the City/SRU.

Pipe trenches shall be backfilled as soon as possible after pipe installations.

Where sheeting is used, use all reasonable measures to prevent the loss of support of the pipe or backfill when the sheeting is removed. If significant volumes of soil cannot be prevented from clinging to the extracted sheets, the voids shall be continuously backfilled as rapidly as possible. Thereafter limit the depth below subgrade that sheeting will be driven in similar soil conditions or employ other appropriate means to prevent a loss of pipe support. Sheeting embedded in granular fill or backfill materials shall be left in place, in accordance with Item 1.03, Part 1 of this section.

### **1.05 Pipe Laying**

#### **General**

Pipe laying shall in all instances be accomplished in a workmanlike manner laid true to line and grade with bell ends facing (up-grade) in the direction of laying. The various pipes shall be handled, belled-up and laid in accordance with the manufacturer's requirements and good engineering practices.

Joint deflections shall not exceed 75% of the manufacturer's recommended maximum deflection.

## Pipe Bedding

- (a) Type I - Shaped Bottom Bedding: Shall be so the pipe bears uniformly upon undisturbed native earth. Hand excavation is required to shape the trench to conform to the pipe barrel and the pipe bells. The pipe bells are not to support the pipe. Clean backfill shall be placed and carefully and uniformly tamped by hand to a 95% density so as to eliminate the possibility of lateral movement around the pipe (and completely under the pipe haunches) in uniform layers not exceeding six (6)-inches loose to a depth of 1'-0" above the top of pipe.

The remaining backfill shall be placed as described in Item 1.04 of this section.

- (b) Type II - Granular Material Embedment: For Type II bedding, the trench bottom is undercut a minimum of six (6)- inches below the pipe barrel grade and filled with an No. 67 stone and backfilled with clean backfill as shown in the standard detail, placed in 6-inch loose layers and compacted to 95%.
- (c) Type III - Granular Material Embedment: For Type III bedding, the trench bottom is undercut a minimum of six (6)-inches below the pipe barrel grade and filled with an No. 67 stone to an elevation such that the pipe will be completely and uniformly bedded, as shown in the standard detail.
- (d) Concrete Encasement and Cradles: Shall be as shown in the standard details, with Class A (3000 psi) concrete a minimum of 6" all around the pipe. **Concrete encasement will only be considered when an encasement pipe cannot be used and must be approved by SRU Management.**

### 1.06 Installation Limitations

The following are limitations and bedding requirements for supportive strength and shall be adhered to at all times.

- (a) Type I Bedding, or greater, shall be used for all DIP and RCP (RCP allowed for storm water only), unless conditions of poor (saturated) soil or rock are present.
- (b) Type II Bedding, or greater, shall be used for all PVC water pipe, unless conditions of poor (saturated) soil or rock are present.
- (c) Type III Bedding shall be used for all PVC sanitary sewer, gravity and force main pipe, or when conditions of poor (saturated) soil or rock are present when installing lines normally requiring less bedding.
- (d) Ductile Iron Pipe: Installation of Ductile Iron Pipe with more than twenty (20)-feet of cover use Type II - Granular Embedment. More than thirty (30) feet of cover use Type III - Granular Embedment. This is regardless of ground water and/or soil conditions.

For water and sewer lines having 3.00-feet and less or 15.00-feet and more of cover, use Ductile Iron Pipe.

## SECTION III - CONSTRUCTION METHODS

### PART 2 - WATER

#### **2.01 Installation**

Water lines shall be installed in accordance with Part 1 of this section, and in accordance with the Standard Details and design criteria.

#### **2.02 Fire Hydrant Locations**

As a general rule, hydrant spacing shall not exceed 800 feet. In closely built areas, hydrant spacing shall not exceed 500 feet unless otherwise directed by the authorized fire official within the municipal jurisdiction and approved by ~~Utilities~~ **SRU Management**. Hydrants should be located as close to street intersections as possible (**subject to the restrictions below**) with intermediate hydrants along the street length to meet the area's requirements.

1. Fire hydrants shall not be located in the turning radius of intersection – unless located behind the sidewalk and be at least 5ft. from the edge of the pavement. No part of the fire hydrant may be closer than 6” to the edge of the sidewalk.
2. Fire hydrants located in the grass planting strips (between the curb and sidewalk) shall be at least two foot behind the curb, not in the turning radius of the intersection, and no part of the fire hydrant may be closer than 6” to the edge of the sidewalk.
3. Public fire hydrants must be in the public right-of-way or an easement will be required. If an easement is required it must be a minimum of 5 ft. x 5 ft.
4. Private fire hydrants shall be located behind the developer installed backflow protection device (RP or RPDA).
5. Fire hydrants shall not be located in ditches.

The final location of all hydrants is subject to approval by the Fire Marshal **and SRU Management**.

#### **2.03 Taps**

1. Individual water service connections to an existing public water main shall be made by the City at the expense of the property owner or developer at whose request the tap was made.
2. Individual water service connections to a newly constructed water main shall be made by an approved licensed, bonded utility contractor or plumber using standards described in this manual and under supervision of the City, at the expense of the property owner or developer that is constructing the new water main.
3. Taps made to an existing public water main in order to extend a new water main shall be made by an approved licensed, bonded utility contractor, **SRU, or SRU's utility contractor** ~~or plumber~~ using standards described in this manual and under supervision of the City, at the expense of the property owner or developer that is constructing the new water main.

4. All taps to active water mains shall be "live" or "wet" taps unless approved in advance by ~~Utilities~~ SRU Management.
5. Two-inch or larger water meters/services requires a minimum 6" sewer service/tap. Shared sewer taps serving four or more  $\frac{3}{4}$ " water meters/services (or equivalent) must also be a minimum 6" diameter sewer service/tap.

## SECTION III - CONSTRUCTION METHODS

### PART 3 - SEWER

#### **3.01 Installation**

Sewer lines shall be installed in accordance with Part 1 of this section, and in accordance with the Standard Details and design criteria.

#### **3.02 Service Connections to Sewer System**

Sewer connections shall be made by the City, at the expense of the property owner or developer, or at the option of the City, by an approved, licensed, bonded utility contractor or plumber, in accordance with the standards of this manual. The City shall inspect all taps.

1. Sewer service connections shall be made on the sewer main. Service connections to manholes must be approved in advance by ~~Utilities~~ **SRU Management**.
2. Where making a service connection directly to an existing main line, the following shall apply:
  - (a) On VCP, cut hole in pipe using appropriate saw; use glue or 100% silicone adhesive/sealant and clamp wye-service saddle over hole.
  - (b) On PVC, cut hole in pipe using appropriate saw; use glue or 100% silicone adhesive/sealant and clamp wye-service saddle over hole.
3. The lateral shall be installed from the main line to the edge of the right-of-way. Stub-outs shall be provided for every property abutting the line, **unless otherwise approved by SRU Management**. The location of the end of the lateral shall be formed with a clean-out in accordance with the standard detail.
4. The service connections shall be located by distances from manhole to manhole. The distances shall be recorded on a reproducible medium and submitted to the City for their records.
5. Sewer laterals shall be a minimum of 4" (60' or longer shall be 6") diameter and be PVC (Schedule 40) or Ductile Iron Pipe. No material transitions on laterals between PVC and DIP will be allowed. **Sewer laterals shall not be located in/under driveways.**

**Sewer Laterals are required to be DIP for the following applications:**

- when minimum clearances/separations cannot be achieved
  - when the lateral crosses a creek or stream
  - when the lateral cannot be bedded in type III bedding
  - when the lateral depth is 15' or greater
6. Stub outs may be required on sanitary sewer outfalls on a case by case basis.
  7. Tie-ins to the laterals shall be made at the existing tail piece section at the bottom of the stack. ~~Tie-ins to the stack are not permitted unless approved in advance by a written waiver~~



~~from Utilities Management.~~ For infill development only, tie-ins to the sewer lateral stack will be allowed where the depth of the sewer tail piece is greater than 4' (see City of Salisbury standard detail SS-5A).

8. Dumpster pads with drains are allowed with the following restrictions:
  - a. Dumpster drains may not connect to the stormwater system.
  - b. A dumpster drain must connect to sanitary sewer if a water fixture is provided in the dumpster enclosure.
  - c. The dumpster pad must be designed to prevent capture of stormwater runoff from elsewhere on site. Only storm water that falls directly on the pad may enter the sewer drain.
  - d. The dumpster drain should not empty into the building's grease interceptor. A separate grease interceptor is required, and must be designed in accordance with City Standards.
  - e. The dumpster pad must be designed by the engineer and a detail drawing included on the plans.
  - f. Drains to sanitary sewer are not allowed within the floodplain.

## SECTION IV - TESTS AND INSPECTIONS

### PART 1 - GENERAL

#### **1.01 Testing - General**

Testing shall be of the type and frequency described in each section and summarized in Item 1 of this section. In addition to specifically required tests, the City Engineer or ~~Utilities~~ **SRU** Inspector may require all and as many tests as deemed necessary to ensure that the materials and workmanship meet the requirements of the standards and specifications.

All tests shall be scheduled in accordance with the schedule listed in these specifications and the appropriate party informed so if desired, a representative may be sent to watch the test.

All means and apparatus necessary to complete the tests including pumps, gauges, meters, plugs, caps, blocking materials and water shall be provided at no expense to the City.

The City shall incur no costs for tests, including additional testing required by the City Engineer or ~~Utilities~~ **SRU** Inspector to ensure the quality of questionable work or materials.

The cost of any work necessary to bring work failing any test into conformance and retesting shall be done with no cost to the City.

#### **1.02 Test Results**

The Contractor/Owner is responsible for obtaining all required tests, reviewing the results and ensuring that all work not in conformance is corrected or replaced. The Inspector shall be copied on all test results ~~which do not meet the Standard Specifications~~. The Contractor/Owner shall keep records and results of all tests, including tests on failed work which has been corrected through the warranty period. At the end of the job, prior to acceptance by the City, the Contractor shall submit a notarized statement certifying that he has reviewed the test results and that all test results were acceptable and/or he has corrected any deficiencies. This certification shall be made by an officer or principal of the company, and shall be in the following form:

I, (name) (title) of (company) certify that on (name of job) testing has been done in accordance with the specifications and standards of the City of Salisbury's Manual of Standards and that I have reviewed those test results and repaired, corrected, or replaced any work not passing the required test.

### **1.03 Water and Sewer Inspections/Certifications**

At no expense to the City, a North Carolina registered engineer, or his representative, shall be employed to inspect the installation of water (including private fire lines), sewer, drainage, and streets. Inspection should be of the amount and degree required for the engineer to complete the job certification(s) required by the City of Salisbury and State agencies.

### **1.04 Drainage and Flushing of Mains**

Water lines shall be drained through hydrants or blow-offs to natural drains. Sanitary sewers shall be drained to a plugged manhole and then pumped out (new construction). Storm drains shall be drained to the discharge. Drainage of lines will be accomplished in such a manner as to minimize erosion and siltation to adjoining properties. Water velocity from drainage and/or blow-off will also be dissipated in an acceptable manner to protect the environment. Chlorinated water shall be handled as described in the sterilization section.

Hydrants or blow-offs shall not be connected to any sewer, submerged in any streams, or installed in any other manner that will permit back siphonage into the distribution system. An approved backflow prevention device and a bulk water permit are required for any fire hydrant use.

### **1.05 Water Use**

Water used for testing, flushing, disinfection, etc., may be purchased from the City at prevailing rates (bulk water permit required). The use of water (time and quantity) shall be coordinated with the ~~Utilities~~ **SRU** Inspector. Sources other than City water may be used if approved by the ~~Utilities~~ **SRU** Inspector. A City of Salisbury approved (jumper) backflow device (RP) must be used when water is obtained from existing water main (existing water line to new water line). When a fire hydrant is used to supply water for flushing, testing, etc. a City of Salisbury approved backflow device (RP) must be used on the fire hydrant to prevent any possible backflow to the City's water system.

## 1.06 Schedule of Tests and Notifications

Item	Minimum Advance Frequency	City Presence Required	Minimum Notice *4
<u>WATER</u>			
Backfill	see Section IV- Item 2.01	no (*5)	<del>1 hour</del> 2 hours
Flushing (*1)	at end of construction(*2)	no	<del>1 hour</del> 24 hours
Pressure Testing (*1)	at end of construction	yes	48 hours
Sterilization (*1) lab confirmation of free chlorine level	at end of construction	yes	24 hours
bacteriological testing (lab)	at end of construction  8:00 a.m. to 12:00 p.m. Mon. - Thurs.	yes	<del>1 hour</del> 24 hours
<u>SANITARY SEWER GRAVITY</u>			
Backfill	see Section IV- Item 3.01	no	1 hour
Flushing (*1)	at end of construction (*2)	no	<del>1 hour</del> 24 hours
CCTV Inspection (*3)	at end of construction	yes	48 hours
Air Test (*1)	at end of construction	yes	48 hours
Deflection	no sooner than 30 days after final backfill	yes	48 hours
MH Vacuum Testing	during or at end of Construction	yes	48 hours
Compaction Testing	as required by SRU Inspector/City Engineer	yes	24 hours

Item	Minimum Advance Frequency	City Presence Required	Minimum Notice *4
<u>SANITARY SEWER FORCE MAIN</u>			
Backfill	see Section IV- Item 3.06	no (*5)	<del>1 hour</del> 2 hours
Flushing (*1)	at end of construction(*2)	no	1 hour
Pressure Testing	at end of construction	yes	48 hours
<u>STORM LINES</u>			
Backfill	see Section IV- Item 4.01	no	1 hour
Flushing (*1)	"	no	1 hour
<u>ROADS</u>			
Soils Borings	see Section IV- Item 5.01	no	24 hours
Compaction (*6)	see Section IV- Item 5.02	yes	24 hours
Concrete	see Section IV- Item 5.04	yes	24 hours
Proof Rolling	see Section IV- Item 5.05	yes	24 hours

\*1 - Schedule of water use, including estimate of amount, rate, day, time and duration must be filed ten (10) days prior to need. Water use is subject to City approval and at prevailing rates. A bulk water permit is required for water use.

\*2 - Or as scheduled with the Utilities SRU Inspector.

\*3 - As directed by Utilities SRU Inspector.

\*4 - Minimum notice - Subject to the availability of a Utilities SRU Inspector

\*5 - Unless required by the SRU Inspector.

\*6 - Compaction testing may be required by City Engineer or SRU Inspector.

## SECTION IV - TESTS AND INSPECTIONS

### PART 2 - WATER

#### **2.01 Backfill**

Backfill shall be tested by an independent testing laboratory approved by the City. Tests shall be performed in accordance with ASTM methods and be appropriate to the soil type. The backfill in pipeline trenches shall be tested at a minimum as follows:

Pipelines within the road right-of-way, existing or proposed roads. Test density every 12-inches (2 lifts) of placed backfill at intervals of 100 or 200 feet, minimum one per day. ~~The SRU Inspector may require compaction testing every 100 feet when sewer is being placed within existing or proposed roads. The SRU Inspector may also require additional compaction testing whenever the contractor is not adhering to the City's compaction/backfilling standards and when bad soil is present. The compaction tests shall be done at no cost to the City or SRU.~~

Pipeline under lawns or cross-country: Test density every 12-inches (2 lifts) of placed backfill at intervals of 500 feet, minimum one per day.

#### **2.02 Flushing**

At completion of work, lines shall be thoroughly cleaned by flushing potable water to remove all dirt and debris. Pipeline shall be flushed at a rate of at least 2.5 feet per second for a duration suitable to the ~~Utilities~~ SRU Inspector. Water that is used for flushing (water lines) that has not been treated (chlorinated) by the contractor may be discharged into the storm drain.

#### **2.03 Pressure / Leakage Test**

##### **General**

~~All water lines shall be pressure tested. Pressure testing must be done prior to chlorination of the water lines. The water line shall be tested for leakage. The water leakage test is a two part test; Part A (pressure loss) and Part B allowable leakage. Part A & Part B must pass for the test to be considered successful.~~

~~Leakage~~ Tests shall be conducted on a schedule agreed upon by the ~~Utilities~~ SRU Inspector, Engineer or Engineer's representative and the Contractor. City inspection is required during the tests with a minimum 48 hour notice (2 business days).

Water services (tap, service line, and meter setter) shall be installed prior to water line ~~leakage~~ testing.

The pipe shall be filled with potable water for a period of 24 hours before testing begins. It shall be ensured that the pipe is full of water and all air has been removed before testing. Contractor shall pretest the water line prior to scheduling a test with Engineer and ~~Utilities~~ SRU Inspector.

The water line shall be tested at 1.25 times the highest working pressure along the section, or 200 psig, whichever is greater. The test shall be of at least 2 hours duration and the pressure may not drop more than 5 psig during the test. All exposed pipe, fittings, valves and hydrants shall be visually examined during the test. Leakage shall be no greater than the amount determined by the formula:

$$L = \frac{SD(P)^{1/2}}{133,200}$$

where L = allowable leakage (gallons/hour)  
S = length of pipe in test (feet)  
D = nominal pipe diameter (inches)  
P = average test pressure (psig)

Pipe having more than allowed leakage shall be repaired. All visible leaks shall be repaired regardless of the amount of leakage.

A water line allowable leakage test may be allowed if the contractor cannot pass the required pressure test. The contractor must make every effort to get the water line to pass the pressure test before an allowable leakage test will be allowed. The SRU Inspector/SRU Management will determine if an allowable leakage test will be allowed.

If the pressure drops 5 psig during the test, the water line shall be pumped back up to testing pressure and the water usage shall be recorded. At the end of the test (two hours), the total water usage must be equal to or less than the allowable leakage. If the total amount of water used to pump the line back up is more than the calculated allowable leakage, the test fails.

If the allowable leakage test fails, the contractor shall find and repair all leaks before another test will be allowed.

A Badger E-Series Ultrasonic water meter in proper working condition shall be supplied by the contractor in order to conduct an allowable leakage test. In lieu of the Badger water meter an accurately/precision graduated mixing bucket, laboratory quality graduated container, or equal type measuring container marked in gallons and quarts or quarts and pints may be allowed. For long water lines, a marked mixing barrel or tank may be required. The SRU Inspector must approve the use of all measuring containers.

### **Special Testing Requirements for Muncipex® (Pex “A”) Pipe**

1. Perform a preliminary pressure test pressurizing the lines to 1.5 times the maximum operating pressure, not to exceed the maximum pressures defined above for 30 minutes (165 psig).
2. During the 30 minute preliminary test, as the piping expands (pressure may not drop more than 5 psi), restore the pressure (165 psig), first at 10 minutes into the test and again at 20 minutes.
3. After performing the preliminary test, perform the main pressure test immediately. The main pressure test shall last at least 2 hours. The test pressure should be restored (150-165 psig) and must not fall more than 3 psig after 2 hours. No leakage should be detected.



## 2.04 Valves

Valves shall be field tested as directed by AWWA Specification C500 and C504 as applicable.

- (a) During the last stages of the test and without any reduction in pressure, first the hydrant valves will be closed, then progressing in an orderly manner from the end opposite from the test pump, each main line valve will be closed and pressure released to determine if it is holding pressure (minimum 30 minutes).
- (b) All butterfly valves will be tested to 150 psi (or 1.25 times system pressure, if higher) for a minimum of 30 minutes (each) after the pipeline has been successfully tested.

Valves shall be tested on a schedule agreed upon by the ~~Utilities~~ **SRU** Inspector and the Contractor. City inspection is required during the tests.

## 2.05 Sterilization

**The water lines must be pressure tested prior to chlorination/sterilization.** Sampling taps shall be provided every 1,000 feet, ~~and~~ at the end of each branch, **at stub-outs larger than 2" and longer than 4', at every blow-off, and as required by SRU management.** Taps shall be located and constructed so samples may be easily collected without danger to personnel or likelihood of sample contamination.

Sampling taps may be used as blow-offs **(provided they are properly sized – see standard detail W-13).** The number and location of the taps/blow-offs must be approved by the **SRU** ~~Utilities~~ Inspector. Hydrants may not be used for bacteriological sampling.

All parts of a potable water system (including service lines) shall be sterilized in accordance with AWWA C601 and these specifications. Preventive and corrective measures during construction (AWWA C601) should be adhered to during construction to ensure success of the sterilization process.

Lines shall be initially chlorinated to 100 mg/l.

Lines must have a minimum free chlorine residual of 24 mg/l after 24 hours.

When the Contractor has determined that the line has been chlorinated to the proper level, he shall request a laboratory confirmation of the free chlorine level. Advance notice shall be given to the ~~Utilities~~ **SRU** Inspector prior to requesting sampling for chlorine level concentration (on site test) as required in Section 1.80 - Inspection. ~~In lieu of using City resources, the Contractor may use a approved certified testing; however City inspection of the test is required.~~

After the required contact time (24 hours), the Contractor shall have the chlorine residual tested and if the chlorine levels are at least 24 mg/l then the contractor can flush the line and all appurtenances with Salisbury distribution water until completely purged.

No bacteriological samples will be collected at points where the free chlorine residual exceeds the ambient distribution system free residual by more than 0.5 mg/l.

Care must be taken to discharge the chlorinated water in a manner which will not endanger plant or animal life or be unsafe. Chlorinated water must be discharged in an environmentally safe manner and in accordance with all federal, state, and/or local laws and regulations. Chlorinated sterilization water shall not be discharged into the City's sewer or storm drain systems. Contractor must treat the chlorinated water to meet North Carolina Quality Discharge Standards.

Bacteriological testing/sampling shall be requested on the same day the line is flushed. Bacteriological testing will be performed by the City laboratory Monday through Thursday prior to 12:00 p.m. at least 24 hour notice shall be given the ~~Utilities~~ **SRU** Inspector/lab prior to sampling. The ~~Utilities~~ **SRU** Inspector will collect and deliver the samples to the lab (testing fee applies).

Each sample shall be marked legibly, identifying with letters or numbers each sampling point.

## SECTION IV - TESTS AND INSPECTIONS

### PART 3 - SEWER

#### **3.01 Backfill**

Backfill shall be tested by an independent testing laboratory approved in advance by the City. Tests shall be performed in accordance with ASTM methods and be appropriate to the soil type. The backfill in pipeline trenches shall be tested at a minimum as follows:

Pipelines within the road right-of-way, existing or proposed roads: Test density every 12-inches (2 lifts) of placed backfill at intervals of 100 or 200 feet, minimum one per day. The SRU Inspector may require compaction testing every 100 feet when sewer is being placed within existing or proposed roads. The SRU Inspector may also require additional compaction testing whenever the contractor is not adhering to the City's compaction/backfilling standards and when bad soil is present. The compaction tests shall be done at no cost to the City or SRU.

Pipeline under lawns or cross-country: Test density every 12-inches (2 lifts) of placed backfill at intervals of 500 feet, minimum one per day.

#### **3.02 Flushing**

At completion of work, lines shall be thoroughly cleaned by flushing with water to remove all dirt and debris. Pipeline shall be flushed at a rate of at least 2.5 feet per second for a duration suitable to the Utilities SRU Inspector. City water may be used (when available and a bulk water permit is purchased) to flush sewer lines or an approved source of non-potable water (must be free of any chemicals, silt, or debris) may be used to flush sewer lines. All flush water must be collected in a plugged manhole and pumped out. Sewer flush water shall not be allowed to enter the City's sewer system.

#### **3.03 Obstructions/Visual Inspection**

The pipe shall be visually inspected from manhole to manhole using lights, mirrors, or other devices (CCTV) for visual inspection. All obstructions shall be removed, and the lines from one manhole to the next shall exhibit a fully circular pattern. Lines which do not exhibit a true line and grade or have structural defects shall be corrected to meet specifications. The Utilities SRU Inspector may require inspection by television camera (CCTV) of any sewer lines or laterals.

The CCTV equipment must provide adequate light for the camera and be of high video quality (including the ~~video-tapes~~ flash drive/thumb drive or DVD) to properly show the inside of the pipe. Each line and lateral must be marked with an identifying number and shown on the ~~video~~ ~~tape~~ flash drive/thumb drive or DVD and a log of any problems found, along with the line number and footage and/or lateral number must be included with the ~~video-tapes~~ flash drive/thumb drive or DVD. All testing shall be done at no cost to the City.

## SECTION IV - TESTS AND INSPECTIONS

### PART 3 - SANITARY SEWER FORCE MAINS

#### **3.07 Backfill**

Backfill shall be tested by an independent testing laboratory approved by the City. Tests shall be performed in accordance with ASTM methods and be appropriate to the soil type. The backfill in pipeline trenches shall be tested at a minimum as follows:

Pipelines within the road right-of-way, existing or proposed roads: Test density every 12-inches (2 lifts) of placed backfill at intervals of 100 or 200 feet, minimum one per day. The SRU Inspector may require compaction testing every 100 feet when sewer is being placed within existing or proposed roads. The SRU Inspector may also require additional compaction testing whenever the contractor is not adhering to the City's compaction/backfilling standards and when bad soil is present. The compaction tests shall be done at no cost to the City or SRU.

Pipeline under lawns or cross-country: Test density every 12-inches (2 lifts) of placed backfill at intervals of 500 feet, minimum one per day.

#### **3.08 Flushing**

Force main lines shall be flushed in the same manner as gravity lines.

#### **3.09 Pressure / Leakage Test**

The force main shall be tested for leakage. ~~The force main leakage test is a two part test; Part A (pressure loss) and Part B (allowable leakage). Part A & Part B must pass for the test to be considered successful.~~

The pipe shall be filled with water for a period of 24 hours before testing begins. It shall be ensured that the pipe is full of water and all air has been removed before testing. Contractor shall pre-test the force main prior to scheduling a test with Engineer and ~~Utilities~~ SRU Inspector.

The force main shall be tested at 1.25 times the highest working pressure along the section, or 100 psig, whichever is greater. The test shall be of at least 2 hours duration and the pressure may not drop more than 5 psig during the test. All exposed pipe, fittings and valves ~~and hydrants~~ shall be visually examined during the test. Leakage shall be no greater than the amount determined by the formula:

$$L = \frac{SD(P)^{1/2}}{133,200} \quad 148,000$$

where L = allowable leakage (gallons/hour)  
S = length of pipe in test (feet)  
D = nominal pipe diameter (inches)  
P = average test pressure (psig)

Pipe having more than allowed leakage shall be repaired. All visible leaks shall be repaired regardless of the amount of leakage.

If the pressure drops 5 psig during the test, the sewer line shall be pumped back up to testing pressure and the water usage shall be recorded. At the end of the test (two hours); the total water usage must be equal to or less than the allowable leakage. If the total amount of water used to pump the line back up is more than the calculated allowable leakage, the test fails.

If the allowable leakage test fails, the contractor shall find and repair all leaks before another test will be allowed.

If the sewer line fails multiple pressure loss tests, the SRU Inspector may allow just the allowable leakage test to be performed.

A Badger E-Series Ultrasonic water meter in proper working condition shall be supplied by the contractor in order to conduct an allowable leakage test. In lieu of the Badger water meter an accurately/precision graduated mixing bucket, laboratory quality graduated container, or equal type measuring container marked in gallons and quarts or quarts and pints may be allowed. For long pipe lines, a marked mixing barrel or tank may be required. The SRU Inspector must approve the use of all measuring containers.

Leakage tests shall be conducted on a schedule agreed upon by the ~~Utilities~~ SRU Inspector, Engineer, and the Contractor. Engineer or the engineer's designated representative must be on site for all required testing. ~~City~~ SRU inspection is required during the tests.

## SECTION IV - TESTS AND INSPECTIONS

### PART 5 - ROADS

#### **5.01 Soil Borings**

Prior to final approval of street design, a report and recommendation from an approved soils testing firm must be submitted. Soil investigation shall include, at a minimum, test bores or test pits located 300 feet apart and in all sump locations. Test bores shall be located at the approximate street centerline and be to a depth of 8 feet below finished grade, or to auger refusal. If auger refusal is encountered, an offset bore will be made to further determine extent of rock.

#### **5.02 Compaction Tests**

Fill - Fill in the roadway shall be tested by an independent testing laboratory approved by the City. Tests shall be performed in accordance with ASTM methods and be appropriate to the soil type. Density shall be tested every 2 lifts (12-inches) of placed backfill at intervals of one per 300 feet, minimum one per day.

Base - Density of the base course shall be tested by an independent testing laboratory approved by the City. Tests shall be in accordance with ASTM methods and performed every 300 feet of roadway. At least one test per day shall be performed.

#### **5.03 Marshall Tests of Asphalt Pavement**

The Marshall method of testing density shall be performed at frequency required for the owner/developer and/or contractor to determine that specifications for pavement density are being met.

The City may require additional testing if there is reason to believe that minimum densities are not being met.

#### **5.04 Concrete Tests**

All concrete used in roadway construction shall be tested in accordance with Part 2 of this section.

#### **5.05 Proof Rolling**

All roadway areas shall be proof rolled in the presence of a City Inspector. The travel lane shall be proof rolled on two occasions, first, when the roadbed has been completed to within 0.5 feet of finished grade, before the stone is placed and, second, when the stone is in place and compacted.

On each occasion, each travel lane shall be traversed one time, or as required by the Inspector, with a pneumatic tired roller, or approved single axle vehicle of 10 to 12 tons such as a loaded dump truck or a loaded water truck. The equipment shall be operated at 2 to 4 mph. **Where the presence of utility valves, manholes, or other obstructions prevent proof rolling a section of travel lane,**

compaction testing may be required at the discretion of the SRU or City Inspector. The compaction testing shall be done at no cost to the City.

If it becomes necessary to take corrective action, such as but not limited to underdrain installation, undercut and backfill of unsuitable material, and aeration of excessively wet material in areas that have been proof rolled, these areas shall be proof rolled again following the completion of the necessary corrections.

## SECTION V - DESIGN CRITERIA AND POLICIES

### PART 1 - TREES

#### **1.01 General**

Trees shall be planted in new developments as required by the Subdivision Regulations and as outlined in the Tree Ordinance.

Trees shall be installed as the last construction step, or a performance guarantee submitted for their installation.

#### **1.02 Existing Trees**

Existing trees may be preserved as street trees, provided the trees:

1. are shown on the preliminary plat
2. are flagged in the field and protected during construction
3. are of a species identified by these specifications
4. do not impose a drainage problem
5. are within 5 feet of the right-of-way line (either side)
6. are not likely to be damaged by construction
7. are not likely to interfere with installation of proposed utilities

#### **1.03 Planting Season**

Trees should be planted from November 1 through March 15.

#### **1.04 Planting**

~~Trees and other plantings shall be located in the planting strip ~~yard~~ outside the street right of way. All ~~required~~ plantings and improvements along the street or in parking lots shall conform to the CoS LDO City landscape ordinance.~~

Planting shall be in accordance with North Carolina Department of Transportation's "Guidelines for Planting within Highway Right-of-Way" and American Standard for Nursery Stock ANSI Z60.1. Professional nursery guidelines shall be obtained for individual species requirements.

Trees shall conform to the American Standard for nursery stock for proper relations of height, caliper and root ball diameter. Trees shall, at a minimum, conform to the following:



<u>Mature Tree Size</u>	<u>Average Mature height-ft</u>	<u>Minimum Planting height-ft</u>
Large	45'-up	8'-10'
Medium	35'-45'	6'- 8'
Small	10'-30'	4'- 6'

### **1.05 Planting Around Obstacles**

Plantings around obstacles ~~and water and sewer~~ utilities must be approved by the City ~~and SRU Management~~. ~~Generally,~~ The following spacings are ~~recommended~~ required:

<u>Obstacle</u>	<u>Minimum Clearance (feet)</u> <del>feet</del>
water meters / <del>valve boxes</del>	5
fire hydrants /water mains	15
utility poles	20
<del>sewer cleanouts</del>	<del>5</del>
manholes / sewer mains	15

Trees directly under overhead power lines shall be small trees with a mature height of less than 25'.

Trees planted within 15' of underground utilities shall not be of the invasive type, as identified in the recommended tree list.

Trees shall not be planted in the sight triangles of intersections or the sight triangles of driveways.

### **1.06 Root Barriers**

In an effort to protect both trees and underground utilities, the City encourages the use of root barriers where conflicts are apparent. Many underground utilities have a life-expectancy of approximately 30 years. Mature trees can be severely damaged or even killed if vital roots are cut when replacement lines are installed. The purpose of root barriers is to prevent vital roots from growing towards utility lines.

Trees planted in the street right-of-way, and trees planted near the right-of-way to satisfy zoning requirements, shall be protected by an approved root barrier. At this time, the City is investigating the sufficiency of several types of root barrier.

### **1.07 Tree Protection Barriers**

Tree protection barriers shall be erected around all existing trees to be preserved to meet the City's requirements for street trees or other trees required by City tree ordinance.

## SECTION V - DESIGN CRITERIA AND POLICIES

### PART 2 - WATER

#### **2.01 Water System Design Criteria**

1. Minimum main line pipe size shall be 6-inches; except that 2" public water mains are allowed under the following conditions:
  - (a) Dead-end lines with no possibility for further public extensions or "loop" of water system.
  - (b) No public fire hydrant required/requested by authorized fire official, **SRU**, or City.
  - (c) No more than 10 service connections on the 2" portion of the main, **unless the main is looped to larger water mains of adequate capacities. A looped two-inch water main shall serve no more than 20 residences. A two-inch diameter main shall not exceed 1,000 feet in length.**
2. Minimum pressure in system shall be 20 psi at peak demand (fire flow) and 30 psi during normal conditions. Fire flow shall be determined in accordance with ISO (Insurance Services Office) schedule, available from the Fire Marshal. **Systems not designed for fire flows (pipe sizes smaller than 6") shall have the capacity to maintain a pressure of at least 30 psi throughout the system during peak flow.**
3. Minimize dead ends (loop lines when possible and/or feasible), and where they must occur provide a fire hydrant per the standard details (**fire hydrants are not required on 2" dead end mains**). The fitting(s) required at a dead end line shall be in accordance with standard detail W-6.
4. Minimum cover shall be 3 feet.
5. Install valves as follows: ~~three~~ **four** at an existing cross (**cross fittings not allowed for new construction**); two at a tee; one on a single hydrant branch; each side of a road bore, stream crossings, railroad bore, **at the end of the water line**, and at the end of each phase of construction. The location of the valves shall be subject to approval by ~~Utilities~~ **SRU** Management.
6. Install valves on loops so a maximum of 600 feet can be taken from service without affecting other areas. Install valves on both sides of the street when a water line crosses a major or minor thoroughfare.
7. Separate water lines 10-feet horizontal distance from sewer lines (existing or proposed), unless local conditions or barriers prevent a 10-foot lateral separation in which case: (1) The water main is laid in a separate trench, with the elevation of the bottom of the water main at least 18 inches above the top of the sewer; or (2) The water main is laid in the same trench as the sewer with the water main located at one side on a bench of undisturbed earth, and with the elevation of the bottom of the water main at least 18 inches above the top of the sewer. Whenever it is necessary for a water main to cross over a sewer, the water main shall be laid at such an elevation that the bottom of the

water main is at least 18 inches above the top of the sewer, unless local conditions or barriers prevent an 18 inch vertical separation in which case both the water main and sewer shall be constructed of mechanical joint ductile iron pipe for a minimum distance of 10 feet on each side of the point of crossing. Whenever it is necessary for a water main to cross under a sewer, both the water main and the sewer shall be constructed of mechanical joint ductile iron pipe for a minimum distance of 10 feet on each side of the point of crossing. A section of water main pipe shall be centered at the point of crossing. When it is not possible to maintain the separations listed above or the sewer line is located above the water line, both lines must be hydrostatic tested (150 psi for sewer & minimum 200 psi for water).

8. ~~Maximum spacing between fire hydrants shall be 800 feet, (400 foot radius). In closely built areas, hydrant spacing shall not exceed 500 feet unless otherwise directed by the authorized fire official within the municipal jurisdiction and approved by Utilities Management. See Section III, Item 2.02.~~

Fire hydrants shall be located as outlined in Section III, Item 2.02 of this manual. The final location of all hydrants is subject to approval by the Fire Marshal and SRU management. Fire hydrants installed within the Town of China Grove zoning jurisdiction shall be fitted with a 5" Storz connection on the steamer nozzle.

9. City of Salisbury approved backflow prevention devices shall be supplied for every service connection.
10. Vaults shall have aluminum hatch doors with lift assist and shall be capable of withstanding expected traffic loads.
11. All bypasses shall have check valves installed.
12. Reduced pressure principle backflow prevention devices are to be installed on all lines to installations involving wet manufacturing processes, sprinkler systems or any other hazardous location as determined by ~~Utilities~~ SRU Management or City's Backflow Administrator.
13. Water line drawings, hydraulic analysis, engineer's report, and specifications shall bear the seal of a registered professional engineer licensed to practice in North Carolina and the installation of the system shall be inspected and certified by the engineer in accordance with N.C.A.C. T15A:18C.0303
14. Water lines shall have a 30' permanent easement (15' each side of center line) in the City's name or installed in a public right-of-way (~~provided the existing right-of-way is wide enough to allow for installation, repair, and maintenance of the water line – if not an easement will be required~~). If the public right-of-way is not claimed/maintained by the City or NCDOT, an easement will be required. Additional temporary easement (min. 10' each side of permanent easement, ~~(50' temporary construction (25' each side of center line, unless directed otherwise) easement~~ shall be provided.
15. Water services shall be installed to all newly created parcels (lots) associated with the project or development. Minimum water service size (~~tap and service line~~) shall be 1-inch ~~tap and service line with 3/4" meter setter and 3/4" meter~~ (see standard detail W-12).

16. A minimum of 18" clearance shall be maintained between all water lines and other utilities or structures (catch basins, storm drain pipe/structures, etc.), unless otherwise approved by SRU Management.
17. The last joint of pipe on dead end water mains 6" and larger shall be a full joint of DIP and installed as shown on standard details W-6 and W-6A.
18. Where a water line must be located under storm drainage and minimum separation cannot be maintained, ductile iron pipe is required for the water line. Ferrous pipe and/or structural bridging may be required for the storm drain (as approved by SRU Management) to prevent crushing, damage, and/or inaccessibility of the water main.

## **2.02 Water Plans Checklist**

Water line plans should, at the minimum, show the following information:

1. Location and dimension of all existing and proposed public and private utilities, easements, rights-of-way, streets, street rights-of-way, railroad rights-of-way, access easements, and sanitary sewer rights-of-way, etc.
2. Sanitary sewer and storm drain systems dotted in, showing size and material.
3. Invert of storm drains at crossings or where storm drains closely paralleled by water lines.
4. Invert of sanitary sewers at crossings and at upstream and downstream manholes.
5. Size, lengths (or stationing), and type material of water line. Refer to Section II, Part 2 for material requirements.
6. All tees, gate valves, fire hydrants and blow offs properly labeled.
7. Water services/meter boxes located outside of driveways and properly labeled with size/type of service and backflow preventer.
8. Legend of symbols.
9. North arrow.
10. Street names.
11. Location(s) of nearest existing valves and public fire hydrants. Show location and size of proposed service lines, meters, and backflow devices. When in close proximity (15') to proposed public utilities or in proposed easements; show proposed & existing landscaping, signs, structures, lighting, fencing, streams, ditches, underground & overhead utilities, pavement, dumpsters & associated screening, sidewalks, retaining walls, etc.
12. Existing pavement, and if applicable, width and length of cut.
13. Include "General Notes" and all applicable City of Salisbury notes and testing requirements on all plans.

14. Registered Engineer's seal and signature.
15. Vicinity map, showing location of lines and a visual plan page index.
16. Date and purpose of issue.
17. All applicable City standard detail drawings shall be shown on the plans (including backflow prevention devices). City standard detail drawings (or text) shall not be altered or changed.
18. All plans shall show a **utility** construction sequence.
19. **Show and label the location of the temporary backflow device (jumper) on the plans, if the proposed water lines are to be filled and tested using water from the existing water system.**
20. **Private permitted water lines and all fire lines must meet the requirements of the City of Salisbury's Uniform Construction Standards for materials, bedding, and testing.**

### **2.03 Water Lines - General Notes**

These notes to appear on all water line plans:

1. Concrete blocking (3000 psi) to be placed at all bends or as required unless Mega Lugs or restrained joints are used.
2. Standard depth of cover to be 3 feet except at valve or hydrant locations or other special situations. Cover is based on elevation below edge or pavement or as indicated on the plans.
3. Provide poured in place concrete pads (18" x 18" x 6") (or concrete "donuts" may be used as an alternative at the discretion of the ~~Utilities~~ **SRU** Inspector) at all valve boxes.
4. Extensions for valve boxes, when required, are to be valve boxes or DIP (no PVC or C-900).
5. All pavement cuts, concrete or asphalt, are to be replaced according to **The City of Salisbury** Standard Details **and**/or as required by the North Carolina Department of Transportation.
6. Pavement cuts are to be replaced immediately after backfilling of initial cut either with permanent replacement or a temporary replacement of 10" of base if approved by the City (for City maintained streets) or DOT (for state maintained streets).
7. Repairs to main breaks:
  - (a) Solid sleeves to be used for connecting spigot ends shall be of the long body type.
  - (b) All repairs shall be inspected by City before backfilling.

8. In any instance where it will be necessary to have the water shut off on existing mains in order to make a tie-in, the work must be done by City forces or a contractor working for the City, scheduled 48 hours to 7 days in advance depending on the location and types of businesses that will be affected.
9. When a water main crosses an existing sewer main, the contractor is to replace the sewer pipe spanning the ditch with ductile pipe when the following conditions occur:
  - (a) Anytime a water main is installed under a sewer main.
  - (b) When a water main is over a sewer main and the vertical distance between the two mains is 18" or less (minimum 12" clearance between water and sewer lines – **only allowed when other utilities prevent the 18" minimum separation**).
10. Water mains shall be installed with a minimum of 10' horizontal separation from sewer lines. Where this is not possible, both the water line and sewer line shall be ductile iron pipe.
11. Water lines shall be disinfected and hydrostatically tested in accordance with all State and City of Salisbury requirements.
12. All plans shall meet all Federal, State, City of Salisbury, and Salisbury-Rowan Utilities regulations, design criteria, and construction standards.
13. **Water services/meter boxes are not to be located in driveways.**

## SECTION V - DESIGN CRITERIA AND POLICIES

### PART 3 - SANITARY SEWER

#### **3.01 Sanitary Sewer Design Criteria**

1. Design capacities shall be designed for the ultimate tributary population including consideration given to the maximum anticipated capacity of institutions, industrial parks, etc. The capacity of downstream sewers to accept future flow shall be evaluated by the engineer. Where future relief sewers are planned, analysis of alternatives should accompany initial permit applications. Wastewater flow rates shall be determined in accordance with 15A NCAC 2T.0114 (or latest revision/update). Design engineer shall contact Salisbury-Rowan Utilities Engineering Department prior to or during initial design stage to verify downstream pipe, pump station, and treatment plant capacity. A flow acceptance letter will be generated by Salisbury-Rowan Utilities once downstream pipe, pump station, and treatment plant capacities are verified.
2. Sanitary sewer plans and specifications shall be sealed by a Professional Engineer, licensed to practice in North Carolina.
3. Minimum manhole depth shall be 4 feet. **Maximum manhole depth shall be 20 feet, unless approved by SRU Management.**
4. **All manholes over 10'0" deep (top rim to lowest point) shall be 5'0" diameter. All manholes with 21-inch or larger pipes will be 5'0". All manholes with inside drops shall be 5'0" diameter.**
5. Minimum pipe size shall be 8" for mains and 4" for laterals less than 60' in length (unless larger size required for water meter size) 6" for laterals 60' or longer. **Two-inch or larger water meters/services requires a minimum 6" sewer service/tap. Shared sewer taps serving four or more 3/4" water meters/services (or equivalent) must also be a minimum 6" diameter sewer service/tap.**
6. ~~Sewer laterals in developments with street trees shall be DIP except when the sewer main and laterals are located at the rear of the property.~~ **Sanitary sewer laterals must be DIP, except that Schedule 40 PVC laterals are allowed on 4" and 6" laterals when the pipe can be bedded in Type III bedding and meet all minimum clearance requirements. Sewer laterals shall be all PVC or all DIP, no combination of the two materials shall be allowed. Sewer laterals originating under pavement must match the material of the sewer main.**
7. Minimum slope shall be 0.5% for 8" pipe. Maximum slope shall be that which limits the velocity to 10 fps.
8. Sewers on 20% slopes or greater shall be anchored securely with concrete, or equal **and be approved in advance by SRU Management.**
9. Minimum velocity shall be 2 fps, for pipe flowing half full. If the minimum velocities cannot be maintained during initial operation, prior to design capacities being reached, the ability to periodically flush the lines is required. The schedule for flushing the lines shall be reviewed and approved by SRU management.

10. Minimum cover shall be 3.0 feet, unless ductile iron pipe is used.
11. Maximum cover shall be 15 feet, unless ductile iron pipe is used.
12. Changes in sewer pipe size:
  - a. When a smaller sewer joins a larger one, the invert of the larger sewer should be lowered to maintain the same energy gradient.
  - b. Sewer extensions shall be designed for projected flows even when the diameter of the receiving sewer is less than the diameter of the proposed extension at a manhole, with special consideration of an appropriate slow channel to minimize turbulence when there is a change in sewer size. Justification shall be provided with the certification of completion and as constructed plans indicating that the capacity of the downstream sewer will not be overloaded by the proposed upstream installation. NCDENR may require a schedule for construction of future downstream sewer relief.
13. Manholes located in off-street locations in non-residential areas shall be extended one-foot above finished grade. Manholes may be flush with the finished grade in residential or landscaped areas. Manholes on outfalls and/or located within unmaintained areas should be raised with a rim elevation min. 2' above grade. Manholes shall extend 2 feet above the 100-year flood elevation or be sealed cover and vented 2 feet above the 100-year flood elevation. Sealed manholes shall be vented the greater of 1,000 LF, every other manhole, and/or as required by SRU management. Manholes being raised to avoid sealing/venting requirements may not exceed 4' above grade without prior approval from SRU management. If the 100-year flood elevation cannot be readily established, Utilities SRU Management shall establish the elevations to which the manhole rims or stack shall be extended. Manholes shall not be located in the flow line of ditches, or where excessive runoff may occur.
14. Horizontal and vertical alignment between manholes shall be straight. Uniform slopes shall be maintained between manholes.
15. Provide a minimum 0.2' drop through a manhole.
16. Manhole flow channels:
  - a. The flow channel straight through a manhole shall be made to conform as closely as possible in shape and slope, to that of the connecting sewers. The channel walls shall be formed to three quarters (3/4) of the height of the crown of the outlet sewer in a manner to not obstruct maintenance, inspection, or flow in the sewers.
  - b. When curved flow channels are specified in manholes, including branch inlets, minimum slopes should be increased to maintain acceptable velocities.
17. Manhole buoyancy: Buoyancy shall be considered and flotation of the manholes shall be prevented with appropriate construction where high groundwater conditions are anticipated.
18. Maximum distance between manholes shall be 500 feet (public sewer) and 425' for private sewer.
19. Use drop manhole where difference between incoming and outgoing pipe inverts is 1.95



feet or greater.

20. The invert elevation of any lateral sewer, service connection, or drop manhole pipe shall be above the bench surface elevation. No Invert shall be located directly on the surface of the bench.
21. Provide wye with lateral to the property line per Detail SS-5.
22. Separate water lines 10-foot horizontal distance from sewer lines (existing or proposed), unless local conditions or barriers prevent a 10-foot lateral separation in which case: (1) The water main is laid in a separate trench, with the elevation of the bottom of the water main at least 18 inches above the top of the sewer; or (2) The water main is laid in the same trench as the sewer with the water main located at one side on a bench of undisturbed earth, and with the elevation of the bottom of the water main at least 18 inches above the top of the sewer. Whenever it is necessary for a water main to cross over a sewer, the water main shall be laid at such an elevation that the bottom of the water main is at least 18 inches above the top of the sewer, unless local conditions or barriers prevent an 18 inch vertical separation in which case both the water main and sewer shall be constructed of mechanical joint ductile iron pipe for a minimum distance of 10 feet on each side of the point of crossing. Whenever it is necessary for a water main to cross under a sewer, both the water main and the sewer shall be constructed of mechanical joint ductile iron pipe for a minimum distance of 10 feet on each side of the point of crossing. A section of water main pipe shall be centered at the point of crossing. When it is not possible to maintain the separations listed above or the sewer line is located above the water line, both lines must be hydrostatic tested (150 psi for sewer & minimum 200 psi for water).
23. Sewers in relation to streams and other water bodies:
  - a. Sewers located along streams, lakes, or impoundments, shall be located at least 10 feet outside of the stream bank (unless subject to item b. below) or sufficiently removed therefrom to provide for future possible stream widening and to prevent siltation of the stream during construction.
  - b. A distance of 50 feet shall be maintained between sewers and water for water classified WS (except WS-I or WS-V), B, SA, ORW, HQW, or SB from normal high water and wetlands. (minimum separations shall be as referenced in 15A NCAC 2T Regulations)
  - c. The sewer outfalls, headwalls, manholes, gate boxes, or other structures shall be located so they do not interfere with the free discharge of flood flows of the stream.
  - d. In areas where the sewer trench has the potential to drain wetlands, anti-seepage collars shall be installed. In the areas, a 401/404 permit may be required.
24. Aerial crossing for sewer must be **designed by a professional engineer and be** approved in advance by SRU management. Aerial crossings shall only be considered when no other feasible non-aerial options are available.
  - a. Pipe joints shall be **rigid**, flanged or restrained, with adequate supports to prevent excessive flexion, or a combination of both shall be provided for all aerial pipe crossings. Supports shall be designed by a professional engineer and be designed to prevent frost heave, overturning, and settlement.
  - b. Precautions against freezing, such as insulation and increased slope, shall be considered. Expansion jointing shall be provided between the above ground and below ground sewers. Where buried sewers change to aerial sewers, special

- construction techniques shall be used to minimize heaving.
- c. For aerial stream crossings, the impact of flood waters and debris shall be considered. **If there is any potential for the aerial crossing to be damaged by high water or floating debris, a steel encasement pipe may be required to protect the sewer line from damage.**
  - d. The bottom of the pipe should be placed no lower than the elevation of the 25 year flood. Ductile iron pipe with mechanical joints shall be required. In the event that the 25 year flood elevation cannot be determined or the proposed gravity sewer line must be placed below the 25 year flood elevation, a letter shall be provided by the applicant upon certification stating: "Regular and proper inspection and maintenance of the aerial crossing shall be provided to insure that the creek/stream flow is not impeded and that no damage will be caused to upstream or adjacent properties."
25. Relation of sewer to water supply sources:
- a. A distance of 100 feet shall be maintained between any private or public water supply source, including any WS-1 waters or Class I or Class II impounded reservoirs used as a source of drinking water. If this minimum separation cannot be maintained, ferrous sewer pipe with joints equivalent to public water supply design standards and pressure tested to 150 psi (2 hour pressure test) to assure water tightness, shall be used. The minimum separation shall however not be less than 25 feet from a private well or 50 feet from a public water supply well.
  - b. All existing waterworks units, such as basins, wells, or other treatment units, within 200 feet of the proposed sewer shall be shown on the engineering plans.
26. Sewer lines shall have a 30' permanent easement (15' each side of center line) in the City's name. **Additional temporary easement (min. 10' each side of permanent easement, (50' construction easement (25' each side of center line, unless directed otherwise) shall be provided. If the proposed sewer is to be located in a public right-of-way, the right-of-way must be claimed/maintained by City/NCDOT and be of sufficient width to allow the sewer line to be installed and maintained, if not an easement will be required. Larger easement widths may be required by SRU Management for large-diameter mains or deep installations.**
27. When ductile iron pipe is required on a section or portion of sewer line, DIP shall be used for the entire run between manholes (no material transitions on new construction). **Refer to Section II, Part 3 for material requirements.**
28. Private 8" and larger sewer lines and all laterals must meet the requirements of the City of Salisbury's Uniform Construction Standards for materials, bedding, minimum slope, and testing. **Private permitted 6" sewer lines with manholes shall be designed to NCDEQ standards.**
29. All plans shall meet all Federal, State, City of Salisbury, and Salisbury-Rowan Utilities regulations, design criteria, and construction standards.
- a. A minimum of 18" clearance shall be maintained between all sewer lines and other utilities or structures unless otherwise approved by SRU management. A 24" minimum vertical separation shall be maintained between storm sewer and sanitary sewer lines or ferrous pipe shall be specified.
  - b. **Where a sewer line must be located under storm drainage and minimum separation cannot be maintained, ductile iron pipe is required for the water line. Ferrous pipe and/or structural bridging may be required for the storm drain (as approved by SRU**

Management) to prevent crushing, damage, and/or inaccessibility of the sewer main.

30. All manholes, regardless of sewer line size (public or private) shall meet City of Salisbury Uniform Construction Standards and Specifications. All manholes are required to be vacuum tested. SRU inspection of the manhole installation and testing is required. Existing manholes which are damaged, repaired, or have been altered may be required to be vacuum tested (as required by the SRU inspector).
31. Sewer line conflict structures / interference boxes are prohibited.
32. Dumpster pads ~~with drains~~ must conform to the requirements listed in Section III, Item 3.02.

### **3.02 Sanitary Sewer Plans Checklist**

Sanitary sewer plans shall contain the following minimum information:

1. Plan and profile on 24" x 36" page.
2. Vertical USGS elevation scale on left of profile and station numbers along bottom of profile.
3. North arrow, all sheets.
4. Plan and profile both run left to right.
5. Centerline intersections of line crossings with sewer noted on profile.
6. Street names above or below corresponding profile, when more than one street is on a page.
7. Identify location of drop manholes in both plan and profile.
8. Invert elevations of all proposed and all existing pipes and pipe sizes entering and leaving all manholes to 0.01' on profile.
9. Rim elevation and vent elevation to 0.1' on profile; existing and proposed grades.
10. Pipe grade to 0.01% and size and type of pipe between manholes.
11. Size and type of existing pipe and direction of flow between each manhole on plan.
12. Station numbers and designation of "Existing" or "New" on each manhole on plan and profile and diameter of manhole (4' or 5').
13. Indication of "identical" manholes where profile is broken.
14. Location and size of all existing and proposed street and sewer rights-of-way and public fire hydrants. Show location and size of proposed service lines, meters, and backflow prevention devices. When in close proximity (15') to proposed public utilities or in

proposed easements; show proposed & existing landscaping, signs, structures, lighting, fencing, streams, ditches, underground & overhead utilities, pavement, dumpsters & associated screening, sidewalks, retaining walls, etc.

15. Existing pavement on plan, indicate width, and any portion to be cut.
16. Where a line is to be bored indicate location and length of casing and type of pipe on plan and profile.
17. All existing and proposed underground utilities in the area shall be dotted in.
18. Where ductile iron is to be used, indicate limits on plan and profile. Show shaded on profile.
19. Use ductile iron where storm drain and sewer have less than 2 feet vertical clearance.
20. ~~On aerial crossings, use concrete piers at 18' intervals.~~ Indicate the location of aerial crossings on plans and profile, include details of design for the piers, pipe joints, and anchorage.
21. Total distance between existing manholes or proposed manholes on the plan and the bearing if the line is not within the street right-of-way.
22. All lot lines.
23. Sewer cleanouts shall not be located in driveways. This requirement shall be noted on the plans.
24. All street names on plan.
25. Flood plain elevation in all flood plain areas.
26. Creek flow line.
27. All Railroad crossings must be accompanied by a separate encroachment map showing plan and profile and all other information required by the railroad in accordance with their standards.
28. Registered Engineer's seal and signature.
29. Vicinity map showing the location of lines and a visual index of plan sheets.
30. Date and purpose of issue.
31. Type of bedding to be used shall be shown or noted.
32. All plans shall show a utility construction sequence.



# Construction Standards Detailed Drawings

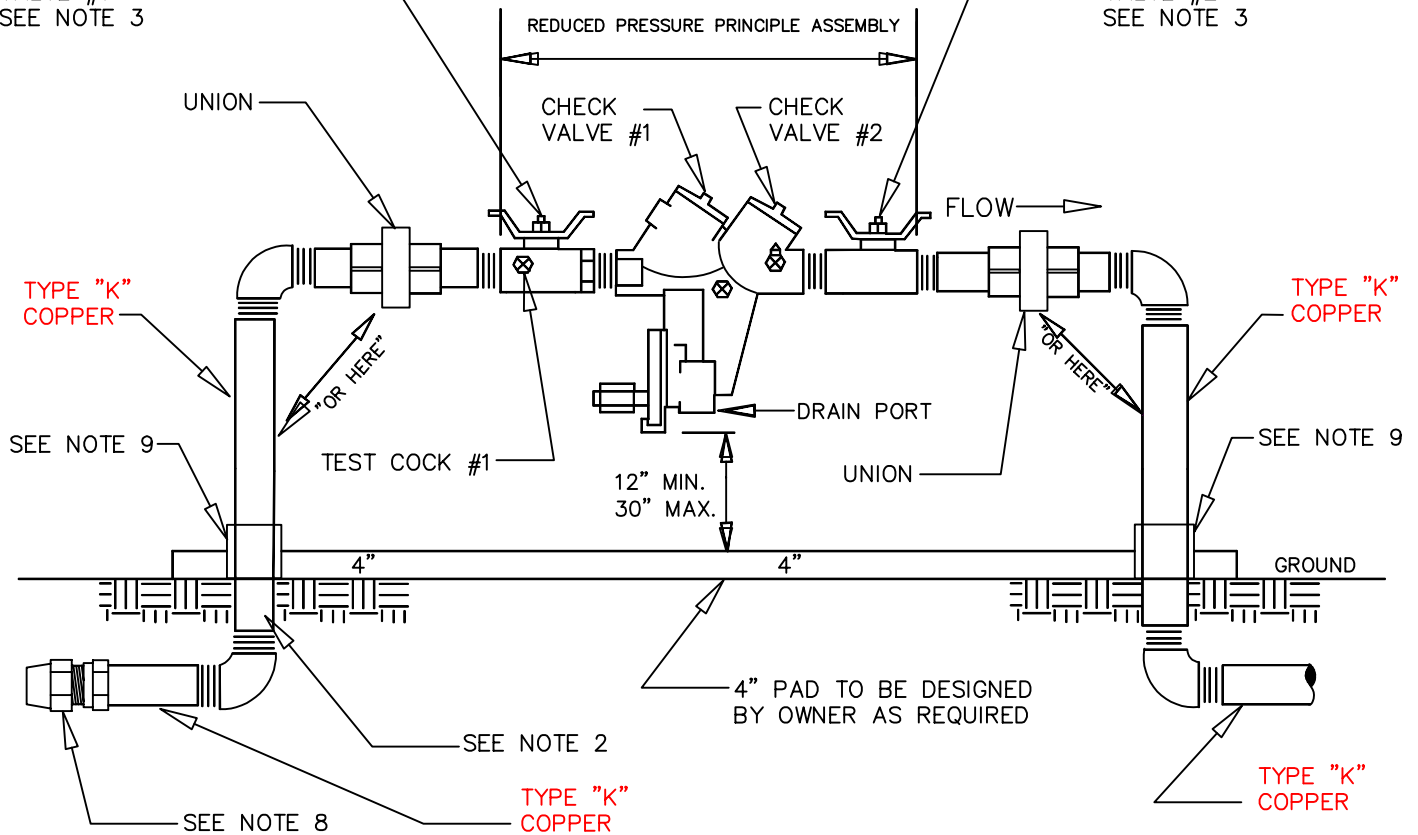
BF	Backflow Prevention
P	Pipeline Installation
W	Water Systems
SS	Sewer System
SD	Storm Drainage
R	Roads
T	Trees
G	General

# REDUCED PRESSURE PRINCIPLE ASSEMBLY (RP)

( 3/4" - 2" )

1/4 TURN FULL PORT  
BRONZE BALL SHUT OFF  
VALVE #1  
SEE NOTE 3

1/4 TURN FULL PORT  
BRONZE BALL SHUT OFF  
VALVE #2  
SEE NOTE 3



## NOTES:

1. REDUCED PRESSURE PRINCIPLE ASSEMBLIES (RP) MUST CONFORM TO SALISBURY-ROWAN UTILITIES BACKFLOW PREVENTION REQUIREMENTS.
2. (BACKFLOW ASSEMBLY MUST BE INSTALLED BEFORE SERVICE LINE IS CONNECTED TO ANY OTHER PIPES, EXCEPT AS AUTHORIZED BY THE WATER PURVEYOR.) WATER LINE MUST BE EXPOSED FOR INSPECTION FROM METER TO BACKFLOW PREVENTER.
3. THE SALISBURY-ROWAN UTILITIES APPROVED 3/4" - 2" RP INCLUDES SHUT OFF VALVES #1 AND #2 AS PART OF THE ASSEMBLY. NO SUBSTITUTIONS SHALL BE PERMITTED.
4. TEST COCK #1 SHALL BE UPSTREAM OF SHUT OFF VALVE #1 AND IS PART OF THE APPROVED ASSEMBLY.
5. FIRE LINE BACKFLOW PREVENTER ASSEMBLY SHALL HAVE HEAT & TAMPER SWITCHES WITHIN THE PROTECTIVE ENCLOSURE.
6. NO STRAINER IS ALLOWED ON A BACKFLOW PREVENTION ASSEMBLY FOR A FIRE LINE SERVICE.
7. OUTDOOR INSTALLATION SHALL HAVE A PROTECTIVE COVERING (ASSE 1060) WITH DRAIN PORT AS SPECIFIED IN SALISBURY-ROWAN UTILITIES SPECIFICATIONS FOR INSTALLATION OF BACKFLOW PREVENTION ASSEMBLIES.
8. CONNECTION TO CITY'S FITTING SHALL NOT BE UNDER CONCRETE PAD.
9. APPROVED PIPE MATERIAL USED, SUBJECT TO CORROSION; SHALL BE PROTECTED ACCORDING TO NORTH CAROLINA STATE BUILDING CODE - VOLUME II PLUMBING.

CITY OF SALISBURY, N.C. STANDARD DETAIL

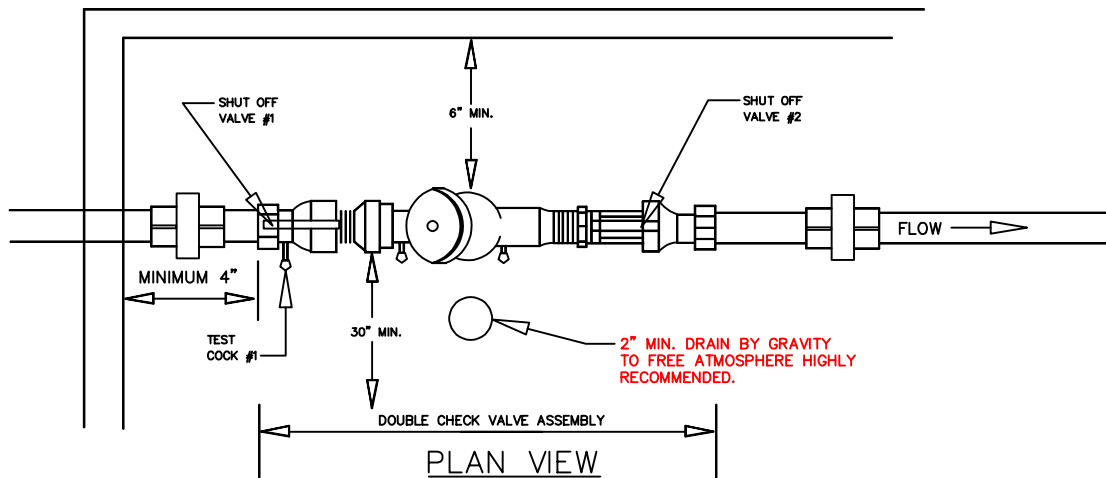
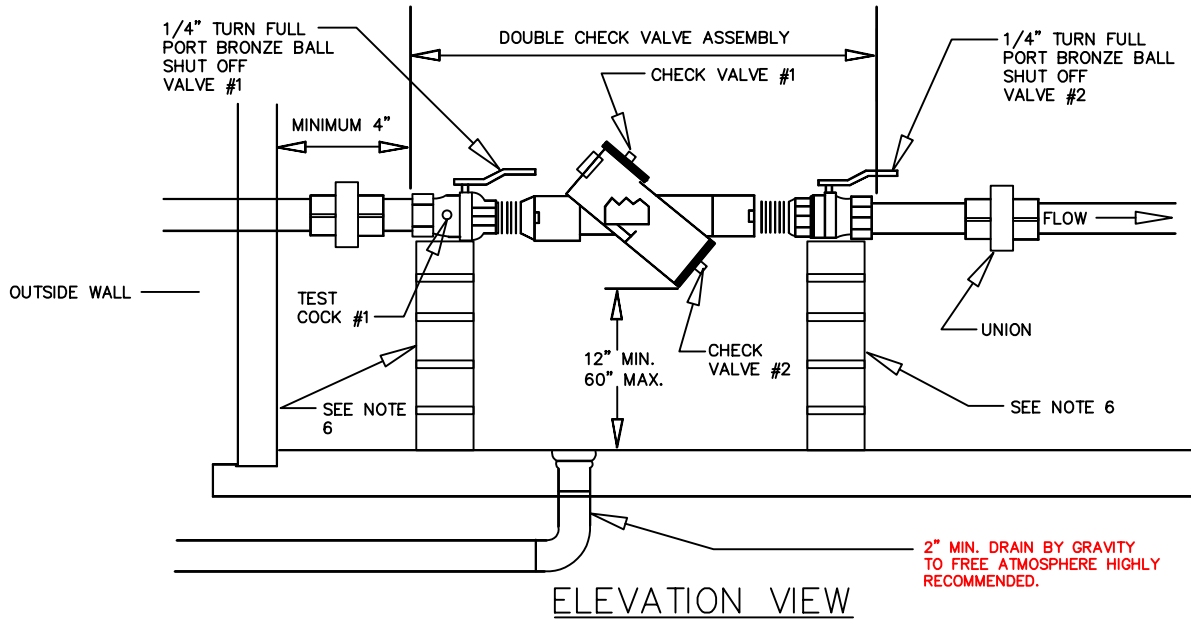
DATE: OCTOBER 17, 2006  
AMMENDED: TBD

STANDARD DETAIL BACKFLOW PREVENTION  
RP 3/4" - 2"

NOT TO SCALE

STANDARD BF-1

# DOUBLE CHECK VALVE ASSEMBLY (DCVA) (3/4" - 2") INDOOR



## NOTES:

- DCVA MUST CONFORM TO SALISBURY-ROWAN UTILITIES SPECIFICATIONS FOR BACKFLOW PREVENTION ASSEMBLIES 3/4" - 2".
- (BACKFLOW ASSEMBLY MUST BE INSTALLED BEFORE SERVICE LINE IS CONNECTED TO ANY OTHER PIPES, EXCEPT AS AUTHORIZED BY THE WATER PURVEYOR.) WATER LINE MUST BE EXPOSED FOR INSPECTION FROM METER TO BACKFLOW PREVENTER.
- SALISBURY-ROWAN APPROVED DCVA INCLUDES SHUT OFF VALVES #1 AND #2 AS PART OF THE ASSEMBLY. NO SUBSTITUTIONS SHALL BE PERMITTED.
- TEST COCK #1 SHALL BE UPSTREAM OF SHUT OFF VALVE #1 AND IS PART OF THE ASSEMBLY.
- INDOOR INSTALLATION SHALL ONLY BE PERMITTED IN CASES WHERE ADEQUATE SPACE FOR THE BACKFLOW PREVENTION DEVICE IS NOT AVAILABLE OUTSIDE. SALISBURY-ROWAN UTILITIES WILL REVIEW ON A CASE BY CASE BASIS.
- SUPPORT OF BACKFLOW PREVENTION ASSEMBLY SHALL BE DESIGNED BY OWNER AS REQUIRED.

CITY OF SALISBURY, N.C. STANDARD DETAIL

DATE: FEBRUARY 3, 2009  
AMENDED: TBD

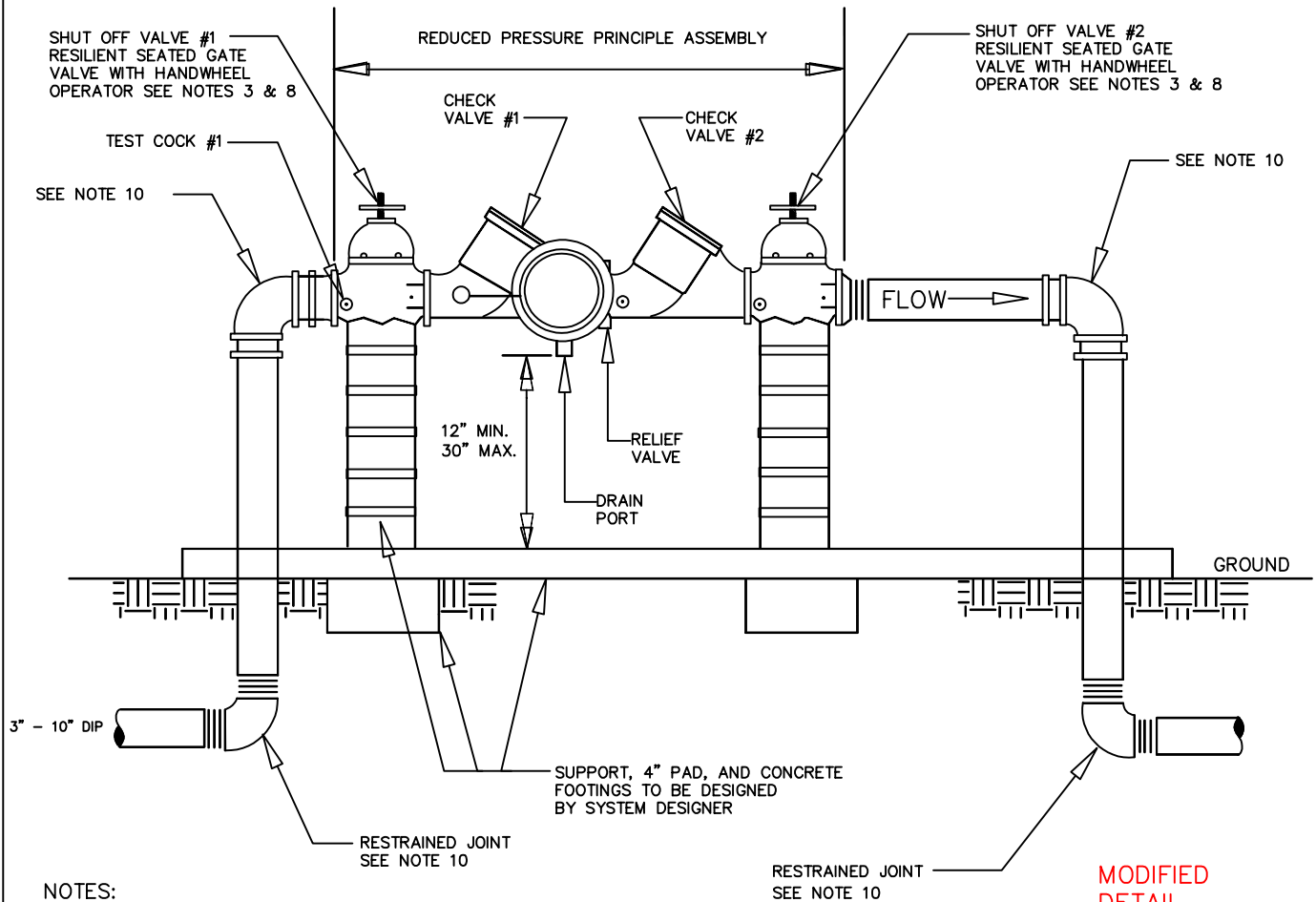
STANDARD DETAIL BACKFLOW PREVENTION  
3/4" - 2" DCVA INDOOR

NOT TO SCALE

STANDARD BF-5

# REDUCED PRESSURE PRINCIPLE ASSEMBLY (RP)

## (3" - 12")



### NOTES:

1. REDUCED PRESSURE PRINCIPLE ASSEMBLIES (RP) MUST CONFORM TO SALISBURY-ROWAN UTILITIES BACKFLOW PREVENTION REQUIREMENTS.
2. (BACKFLOW ASSEMBLY MUST BE INSTALLED BEFORE SERVICE LINE IS CONNECTED TO ANY OTHER PIPES, EXCEPT AS AUTHORIZED BY THE WATER PURVEYOR.) WATER LINE MUST BE EXPOSED FOR INSPECTION FROM METER TO BACKFLOW PREVENTER.
3. THE SALISBURY-ROWAN UTILITIES APPROVED 3" - 10" RP INCLUDES SHUT OFF VALVES #1 AND #2 AS PART OF THE ASSEMBLY. NO SUBSTITUTIONS SHALL BE PERMITTED.
4. TEST COCK #1 SHALL BE UPSTREAM OF SHUT OFF VALVE #1 AND IS PART OF THE APPROVED ASSEMBLY.
5. FIRE LINE BACKFLOW PREVENTION ASSEMBLY SHALL HAVE HEAT & TAMPER SWITCHES WITHIN THE PROTECTIVE ENCLOSURE.
6. NO STRAINER IS ALLOWED ON A BACKFLOW PREVENTION ASSEMBLY FOR A FIRE LINE SERVICE.
7. RP SHALL BE SUPPORTED AND SHALL NOT BLOCK RELIEF VALVE OR DRAIN PORT.
8. FIRE LINE AND COMBINATION OF FIRE AND DOMESTIC SERVICES SHALL HAVE OUTSIDE STEM AND YOKE (OS & Y) HANDWHEEL OPERATORS.
9. OUTDOOR INSTALLATION SHALL HAVE A PROTECTIVE COVERING (ASSE 1060) WITH DRAIN PORT AS SPECIFIED IN SALISBURY-ROWAN UTILITIES SPECIFICATIONS FOR INSTALLATION OF BACKFLOW PREVENTION ASSEMBLIES.
10. ALL PIPING AND FITTINGS ABOVE GROUND SHALL BE FLANGED INCLUDING RP. ALL FITTINGS BELOW GROUND MUST BE MECHANICAL JOINT WITH MEGA LUG RESTRAINTS OR APPROVED EQUAL.

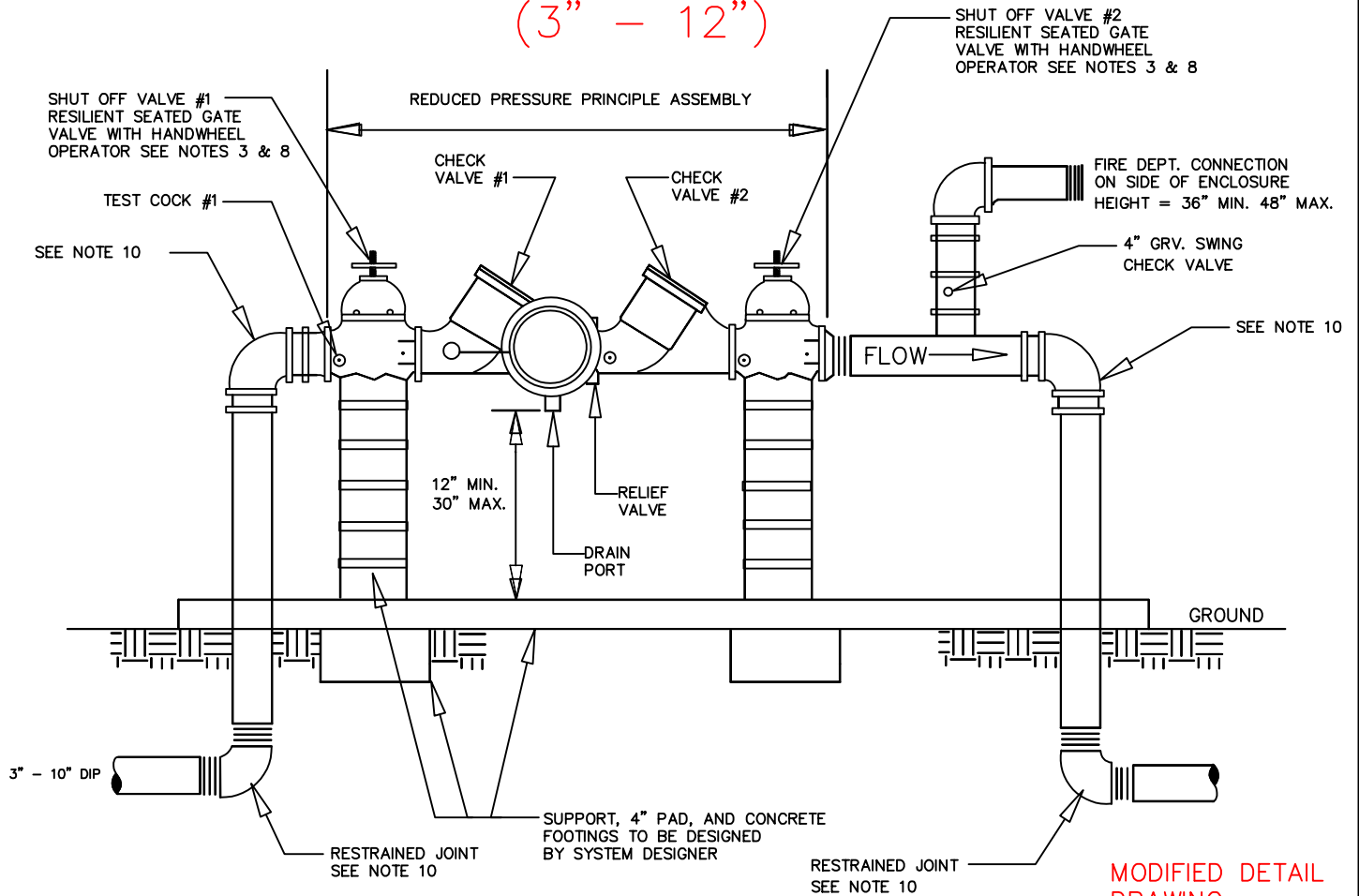
MODIFIED  
DETAIL  
DRAWING

CITY OF SALISBURY, N.C.	STANDARD DETAIL	DATE: FEBRUARY 3, 2009
		AMENDED: TBD
STANDARD DETAIL BACKFLOW PREVENTION		NOT TO SCALE
RP 3" - 12"		STANDARD BF-7



# REDUCED PRESSURE PRINCIPLE ASSEMBLY (RP)

(3" - 12")



## NOTES:

1. REDUCED PRESSURE PRINCIPLE ASSEMBLIES (RP) MUST CONFORM TO SALISBURY-ROWAN UTILITIES BACKFLOW PREVENTION REQUIREMENTS.
2. (BACKFLOW ASSEMBLY MUST BE INSTALLED BEFORE SERVICE LINE IS CONNECTED TO ANY OTHER PIPES, EXCEPT AS AUTHORIZED BY THE WATER PURVEYOR.) WATER LINE MUST BE EXPOSED FOR INSPECTION FROM METER TO BACKFLOW PREVENTER.
3. THE SALISBURY-ROWAN UTILITIES APPROVED 3" - 10" RP INCLUDES SHUT OFF VALVES #1 AND #2 AS PART OF THE ASSEMBLY. NO SUBSTITUTIONS SHALL BE PERMITTED.
4. TEST COCK #1 SHALL BE UPSTREAM OF SHUT OFF VALVE #1 AND IS PART OF THE APPROVED ASSEMBLY.
5. FIRE LINE BACKFLOW PREVENTION ASSEMBLY SHALL HAVE HEAT & TAMPER SWITCHES WITHIN THE PROTECTIVE ENCLOSURE.
6. NO STRAINER IS ALLOWED ON A BACKFLOW PREVENTION ASSEMBLY FOR A FIRE LINE SERVICE.
7. RP SHALL BE SUPPORTED AND SHALL NOT BLOCK RELIEF VALVE OR DRAIN PORT.
8. FIRE LINE AND COMBINATION OF FIRE AND DOMESTIC SERVICES SHALL HAVE OUTSIDE STEM AND YOKE (OS & Y) HANDWHEEL OPERATORS.
9. OUTDOOR INSTALLATION SHALL HAVE A PROTECTIVE COVERING (ASSE 1060) WITH DRAIN PORT AS SPECIFIED IN SALISBURY-ROWAN UTILITIES SPECIFICATIONS FOR INSTALLATION OF BACKFLOW PREVENTION ASSEMBLIES.
10. ALL PIPING AND FITTINGS ABOVE GROUND SHALL BE FLANGED INCLUDING RP. ALL FITTINGS BELOW GROUND MUST BE MECHANICAL JOINT WITH MEGA LUG RESTRAINTS OR APPROVED EQUAL.
11. FIRE MARSHALL MUST APPROVE FDC LOCATION.

MODIFIED DETAIL  
DRAWING

CITY OF SALISBURY, N.C. STANDARD DETAIL

DATE: MAY 19, 2009

DATE: TBD

STANDARD DETAIL BACKFLOW PREVENTION

NOT TO SCALE

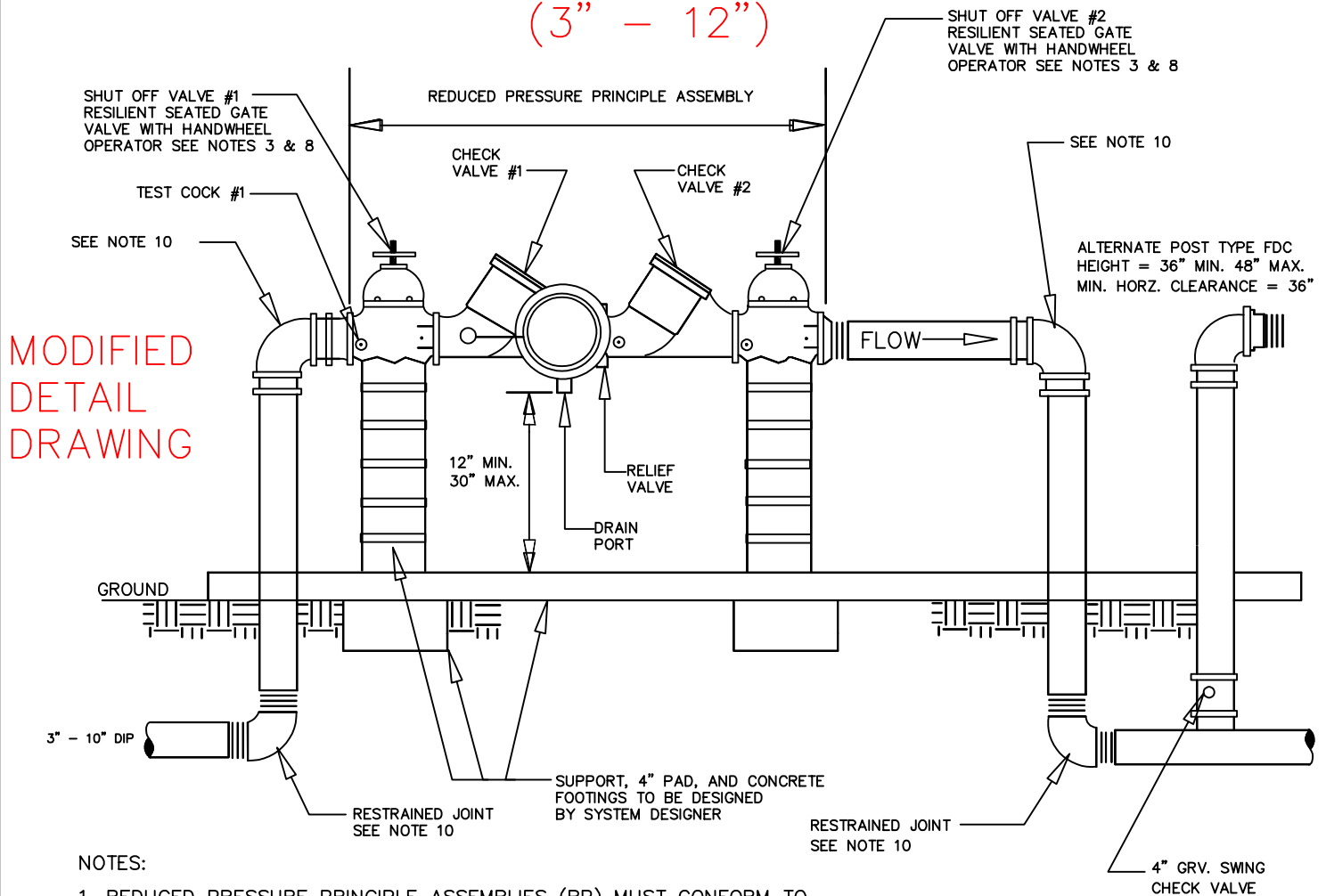
RP 3" - 12" WITH FDC

STANDARD

BF-7A

# REDUCED PRESSURE PRINCIPLE ASSEMBLY (RP)

(3" - 12")



## NOTES:

1. REDUCED PRESSURE PRINCIPLE ASSEMBLIES (RP) MUST CONFORM TO SALISBURY-ROWAN UTILITIES BACKFLOW PREVENTION REQUIREMENTS.
2. (BACKFLOW ASSEMBLY MUST BE INSTALLED BEFORE SERVICE LINE IS CONNECTED TO ANY OTHER PIPES, EXCEPT AS AUTHORIZED BY THE WATER PURVEYOR.) WATER LINE MUST BE EXPOSED FOR INSPECTION FROM METER TO BACKFLOW PREVENTER.
3. THE SALISBURY-ROWAN UTILITIES APPROVED 3" - 10" RP INCLUDES SHUT OFF VALVES #1 AND #2 AS PART OF THE ASSEMBLY. NO SUBSTITUTIONS SHALL BE PERMITTED.
4. TEST COCK #1 SHALL BE UPSTREAM OF SHUT OFF VALVE #1 AND IS PART OF THE APPROVED ASSEMBLY.
5. FIRE LINE BACKFLOW PREVENTION ASSEMBLY SHALL HAVE HEAT & TAMPER SWITCHES WITHIN THE PROTECTIVE ENCLOSURE.
6. NO STRAINER IS ALLOWED ON A BACKFLOW PREVENTION ASSEMBLY FOR A FIRE LINE SERVICE.
7. RP SHALL BE SUPPORTED AND SHALL NOT BLOCK RELIEF VALVE OR DRAIN PORT.
8. FIRE LINE AND COMBINATION OF FIRE AND DOMESTIC SERVICES SHALL HAVE OUTSIDE STEM AND YOKE (OS & Y) HANDWHEEL OPERATORS.
9. OUTDOOR INSTALLATION SHALL HAVE A PROTECTIVE COVERING (ASSE 1060) WITH DRAIN PORT AS SPECIFIED IN SALISBURY-ROWAN UTILITIES SPECIFICATIONS FOR INSTALLATION OF BACKFLOW PREVENTION ASSEMBLIES.
10. ALL PIPING AND FITTINGS ABOVE GROUND SHALL BE FLANGED INCLUDING RP. ALL FITTINGS BELOW GROUND MUST BE MECHANICAL JOINT WITH MEGA LUG RESTRAINTS OR APPROVED EQUAL.
11. FIRE MARSHALL MUST APPROVE FDC LOCATION.

CITY OF SALISBURY, N.C. STANDARD DETAIL

DATE: MAY 19, 2009  
AMENDED: TBD

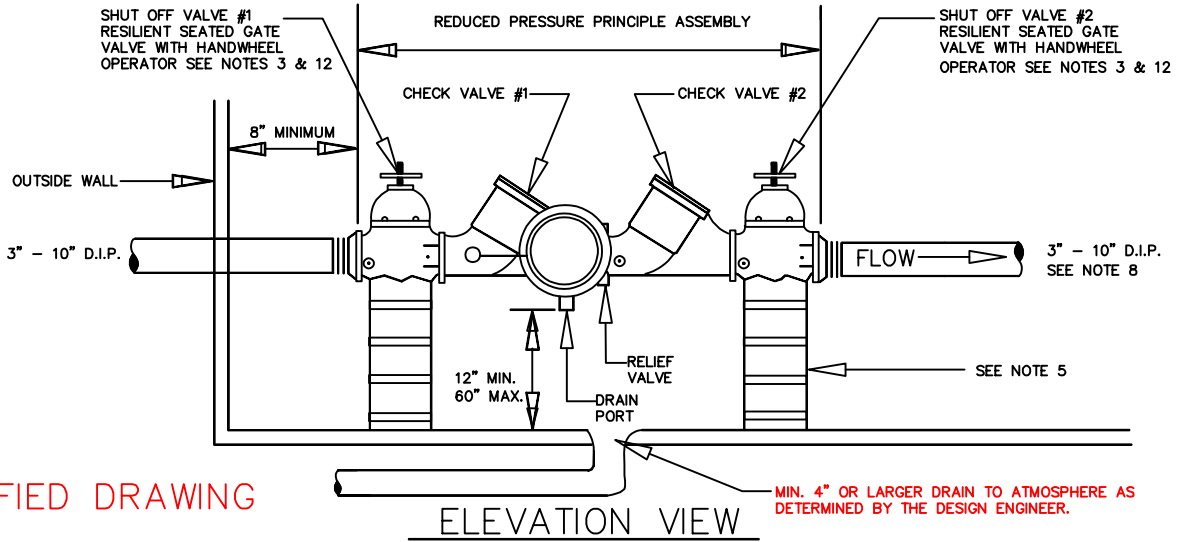
STANDARD DETAIL BACKFLOW PREVENTION  
RP 3" - 12" WITH FDC

NOT TO SCALE

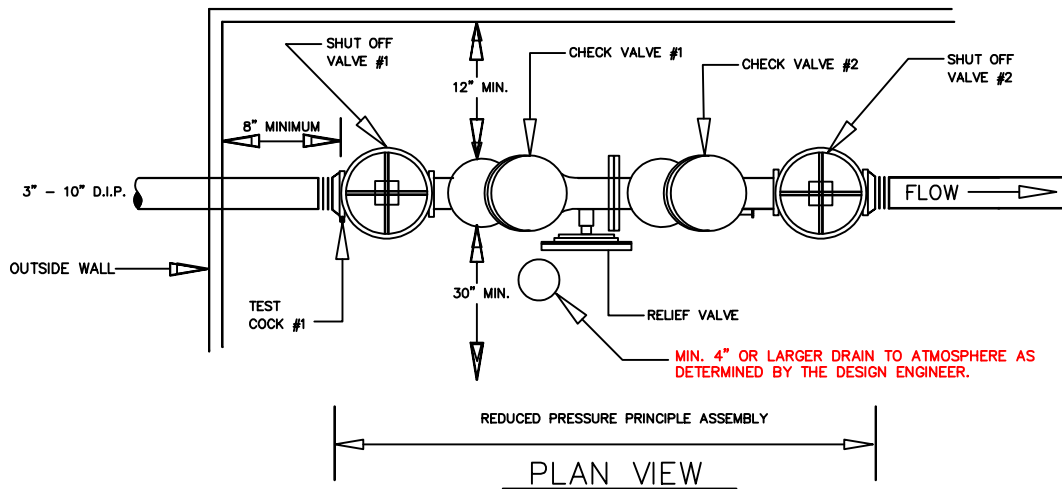
STANDARD BF-7B

# REDUCED PRESSURE PRINCIPLE ASSEMBLY (RP)

(3" - 12") INDOOR



MODIFIED DRAWING



## NOTES:

- REDUCED PRESSURE ASSEMBLIES (RP) MUST CONFORM TO SALISBURY-ROWAN UTILITIES SPECIFICATIONS.
- (BACKFLOW ASSEMBLY MUST BE INSTALLED BEFORE SERVICE LINE IS CONNECTED TO ANY OTHER PIPES, EXCEPT AS AUTHORIZED BY THE WATER PURVEYOR.) WATER LINE MUST BE EXPOSED FOR INSPECTION FROM METER TO BACKFLOW PREVENTER.
- THE SALISBURY-ROWAN UTILITIES APPROVED 3" - 10" RP INCLUDES SHUT OFF VALVES #1 AND #2.  
NO SUBSTITUTIONS SHALL BE PERMITTED.
- TEST COCK #1 SHALL BE UPSTREAM OF SHUT OFF VALVE #1 AND IS PART OF THE APPROVED ASSEMBLY.
- SUPPORT OF 3" - 10" RP SHALL BE DESIGNED BY THE OWNER. THE SUPPORT SHALL NOT BLOCK RELIEF VALVE OR DRAIN PORT.
- AN AIR-GAP DRAIN IS RECOMMENDED TO REDUCE SPLASHING OF MINOR DISCHARGE FROM RELIEF VALVE DRAIN PORT.
- INSIDE INSTALLATIONS SHALL ONLY BE PERMITTED IN CASES WHERE ADEQUATE SPACE FOR THE BACKFLOW PREVENTION ASSEMBLY IS NOT AVAILABLE OUTSIDE. SALISBURY-ROWAN UTILITIES SHALL REVIEW ON A CASE BY CASE BASIS.
- ALL PIPE 3" - 10" SHALL BE DIP FROM THE TAP AT THE MAIN TO 5' PAST SHUT OFF VALVE #2.
- A STRAINER IS RECOMMENDED ON THE INLET SIDE TO PREVENT TRASH & DEBRIS FROM FOULING THE RP.
- RESTRAINED JOINTS SHALL BE WITH MEGA LUG RESTRAINTS, OR APPROVED EQUAL.
- FIRE LINE BACKFLOW PREVENTION SHALL HAVE TAMPER SWITCHES INSTALLED.
- FIRE LINE AND COMBINATION OF FIRE AND DOMESTIC INSTALLATION SHALL HAVE OUTSIDE STEM AND YOKE (OS & Y) HANDWHEEL OPERATOR.

CITY OF SALISBURY, N.C. STANDARD DETAIL

DATE: FEBRUARY 3, 2009  
AMENDED: TBD

STANDARD DETAIL BACKFLOW PREVENTION

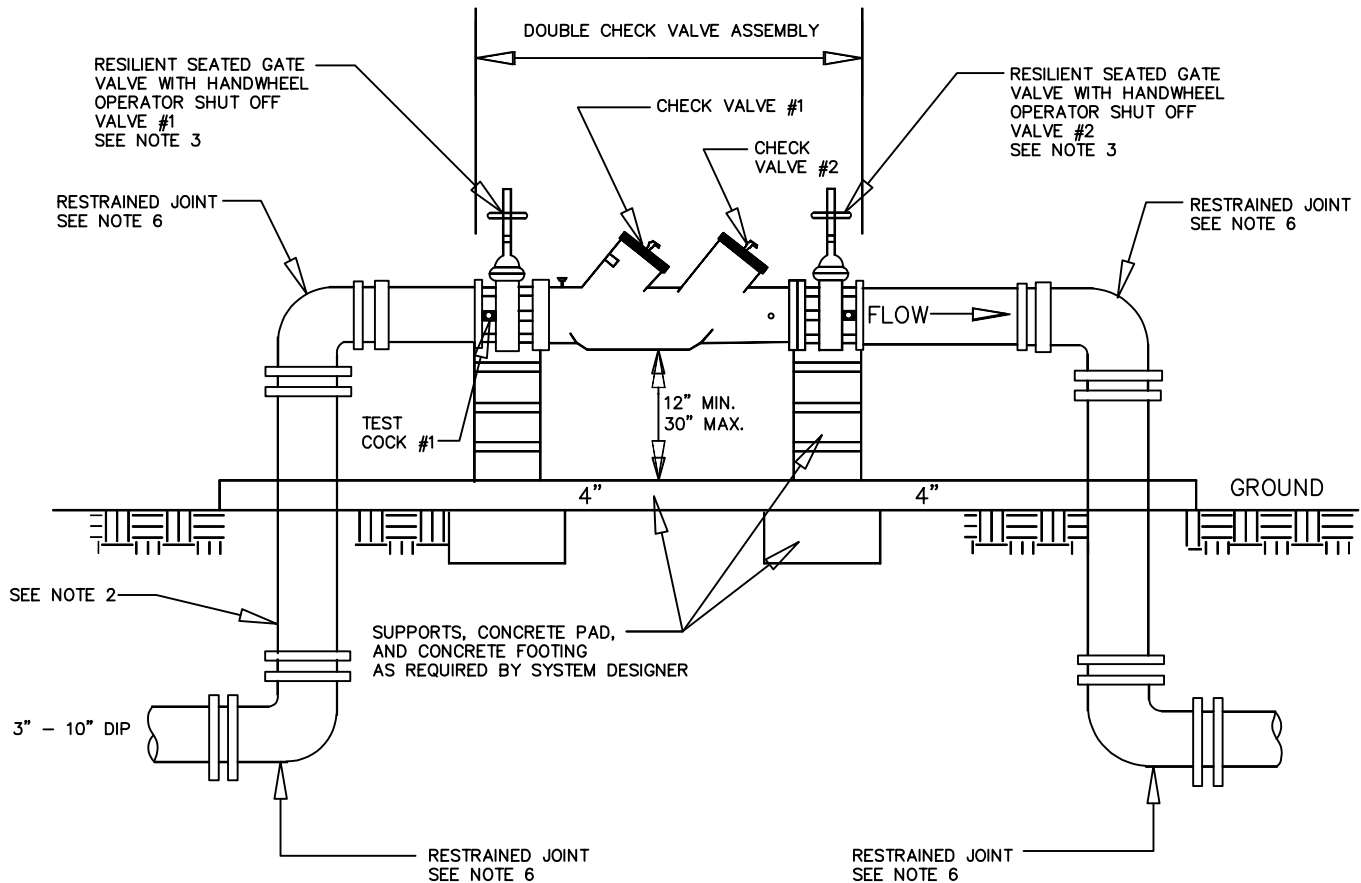
RP 3" - 12" INDOOR

NOT TO SCALE

STANDARD BF-8

# DOUBLE CHECK VALVE ASSEMBLY (DCVA)

(3" – 12") ABOVE GROUND



## MODIFIED DRAWING

### NOTES:

1. DOUBLE CHECK VALVE ASSEMBLIES (DCVA) MUST CONFORM TO SALISBURY–ROWAN UTILITIES SPECIFICATIONS.
2. (BACKFLOW ASSEMBLY MUST BE INSTALLED BEFORE SERVICE LINE IS CONNECTED TO ANY OTHER PIPES, EXCEPT AS AUTHORIZED BY THE WATER PURVEYOR.) WATER LINE MUST BE EXPOSED FOR INSPECTION FROM METER TO BACKFLOW PREVENTER.
3. THE SALISBURY–ROWAN UTILITIES APPROVED DCVA INCLUDES SHUT OFF VALVES #1 AND #2 AS PART OF THE ASSEMBLY. NO SUBSTITUTIONS SHALL BE PERMITTED.
4. TEST COCK #1 SHALL BE UPSTREAM OF SHUT OFF VALVE #1 AND IS PART OF THE APPROVED ASSEMBLY.
5. DCVA SHALL BE SUPPORTED.
6. ALL PIPING AND FITTINGS ABOVE GROUND SHALL BE FLANGED INCLUDING DOUBLE CHECK.  
ALL FITTINGS BELOW GROUND MUST BE MECHANICAL JOINT WITH MEGA LUG RESTRAINTS OR APPROVED EQUAL.
7. OUTDOOR INSTALLATION SHALL HAVE A PROTECTIVE COVERING (ASSE 1060) AS SPECIFIED IN SALISBURY–ROWAN UTILITIES SPECIFICATIONS FOR INSTALLATION OF BACKFLOW PREVENTION ASSEMBLIES.

CITY OF SALISBURY, N.C. STANDARD DETAIL

DATE: FEBRUARY 3, 2009  
AMENDED: TBD

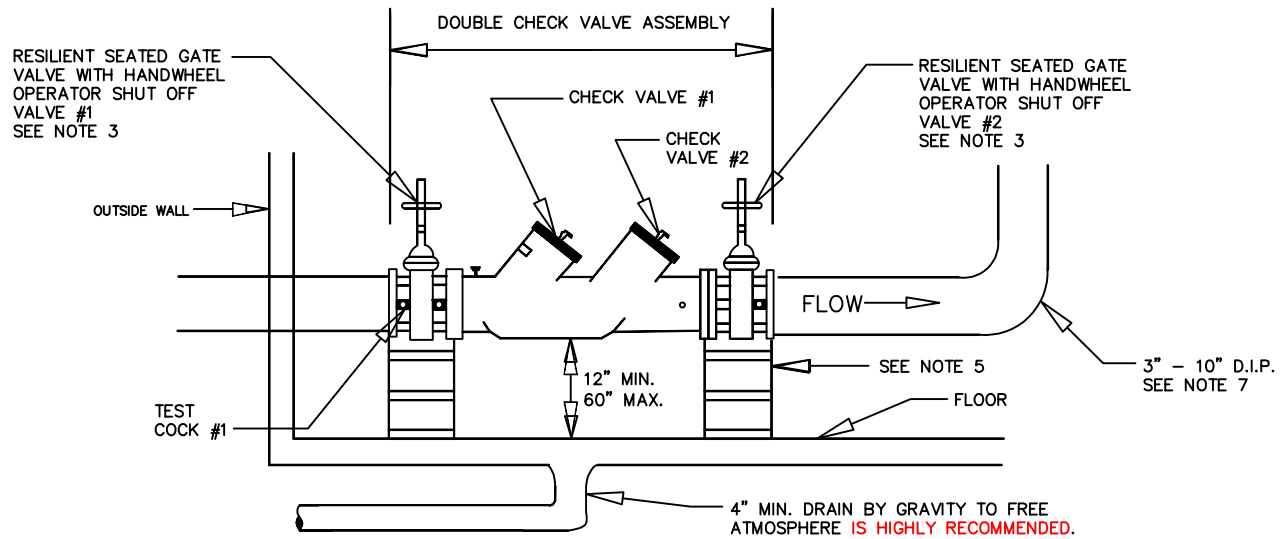
STANDARD DETAIL BACKFLOW PREVENTION

3" – 12" DCVA ABOVE GROUND

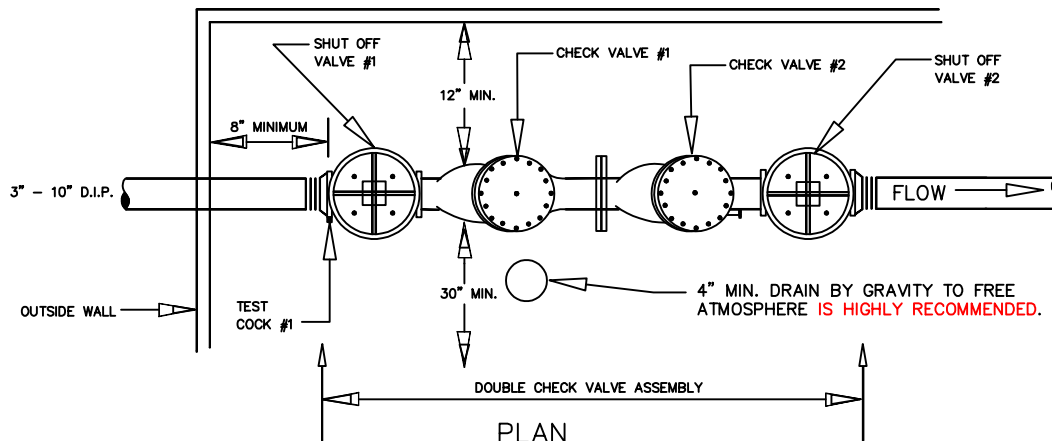
NOT TO SCALE

STANDARD BF-9

# DOUBLE CHECK VALVE ASSEMBLY (DCVA) (3" - 12") INDOOR



ELEVATION



PLAN

## NOTES:

- DCVA MUST CONFORM TO SALISBURY-ROWAN UTILITIES SPECIFICATIONS.
- (BACKFLOW ASSEMBLY MUST BE INSTALLED BEFORE SERVICE LINE IS CONNECTED TO ANY OTHER PIPES, EXCEPT AS AUTHORIZED BY THE WATER PURVEYOR.) WATER LINE MUST BE EXPOSED FOR INSPECTION FROM METER TO BACKFLOW PREVENTER.
- SALISBURY-ROWAN APPROVED DCVA INCLUDES SHUT OFF VALVES #1 AND #2 AS PART OF THE ASSEMBLY. NO SUBSTITUTIONS SHALL BE PERMITTED.
- TEST COCK #1 SHALL BE UPSTREAM OF SHUT OFF VALVE #1 AND IS PART OF THE APPROVED ASSEMBLY.
- SUPPORT OF 3" - 10" DCVA SHALL BE DESIGNED BY OWNER.
- INDOOR INSTALLATION SHALL BE PERMITTED IN CASES WHERE ADEQUATE SPACE IS NOT AVAILABLE OUTSIDE. SALISBURY-ROWAN UTILITIES WILL REVIEW ON A CASE BY CASE BASIS.
- ALL PIPE 3" - 10" SHALL BE DIP FROM THE TAP AT THE MAIN TO 5' PAST SHUT OFF VALVE #2.
- RESTRAINED JOINTS SHALL BE WITH MEGA LUG RESTRAINTS OR APPROVED EQUAL.

CITY OF SALISBURY, N.C. STANDARD DETAIL

DATE: FEBRUARY 3, 2009  
AMENDED: TBD

STANDARD DETAIL BACKFLOW PREVENTION

NOT TO SCALE

3" - 12" DCVA INDOOR

STANDARD

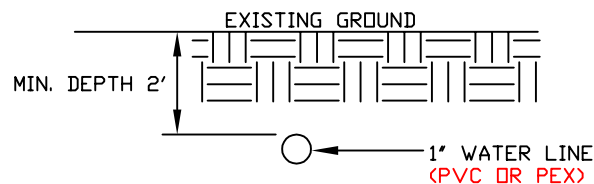
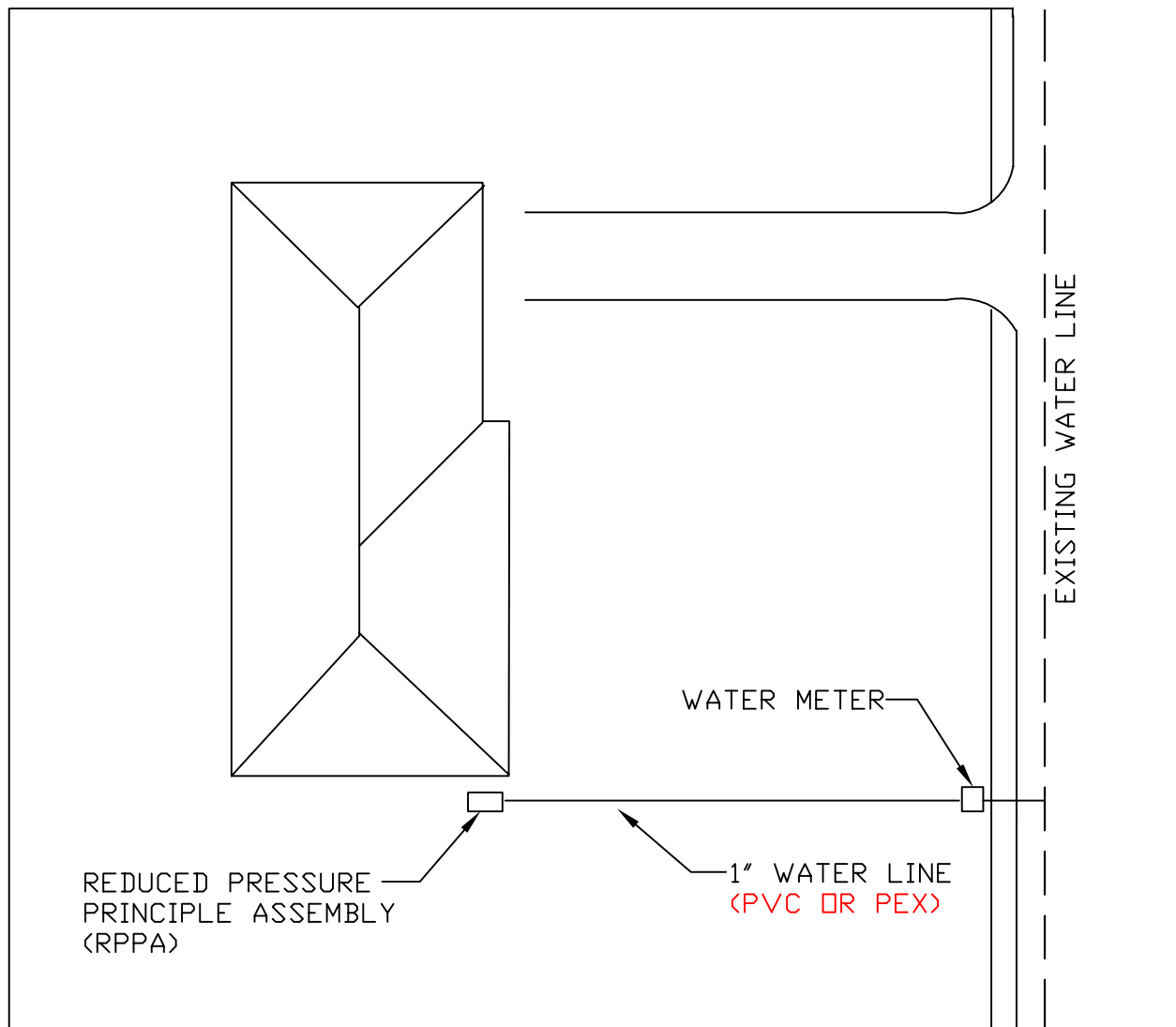
BF-10

## 3" – 12" VAULT

ELEVATION

1. DCVA'S MUST CONFORM TO SALISBURY-ROWAN UTILITIES SPECIFICATIONS.
2. (BACKFLOW ASSEMBLY MUST BE INSTALLED BEFORE SERVICE LINE IS CONNECTED TO ANY OTHER PIPES (EXCEPT AS AUTHORIZED BY THE WATER PURVEYOR.) WATER LINE MUST BE EXPOSED FOR INSPECTION FROM METER TO BACKFLOW PREVENTER.
3. SALISBURY-ROWAN UTILITIES APPROVED DCVA INCLUDES SHUT OFF VALVES #1 AND #2 AS PART OF THE UNIT. NO SUBSTITUTIONS SHALL BE PERMITTED. 6" CLEARANCE SHALL BE WITH VALVE OPEN.
4. TEST COCK #1 SHALL BE UPSTREAM OF SHUT OFF VALVE #1 AND IS PART OF THE ASSEMBLY.
5. VAULT DOORS OR COVERS AND SUPPORT OF ASSEMBLY SHALL BE DESIGNED BY OWNER AS REQUIRED.
6. DRAINAGE MAY BE PROVIDED AS SHOWN OR AS FLOOR DRAIN.
7. IF DRAINAGE CANNOT BE PROVIDED TO FREE ATMOSPHERE OR STORM DRAINAGE. THE DCVA SHALL BE INSTALLED ABOVE GROUND.
8. TOP OF VAULT SHALL BE 4" MINIMUM ABOVE GROUND. IF VAULT IS INSTALLED IN A TRAFFIC AREA AT GRADE LEVEL, THEN H2O TRAFFIC RATED VAULT AND LID SHALL BE INSTALLED. PRIOR APPROVAL IS REQUIRED FROM BACKFLOW ADMINISTRATOR FOR ANY VAULT TO BE LOCATED IN TRAFFIC AREA.

CITY OF SALISBURY, N.C.	STANDARD DETAIL	DATE: OCTOBER 17, 2006
		AMENDED: FEBRUARY 3, 2009
STANDARD DETAIL BACKFLOW PREVENTION		NOT TO SCALE
3" - 12" VAULT		STANDARD BF-11

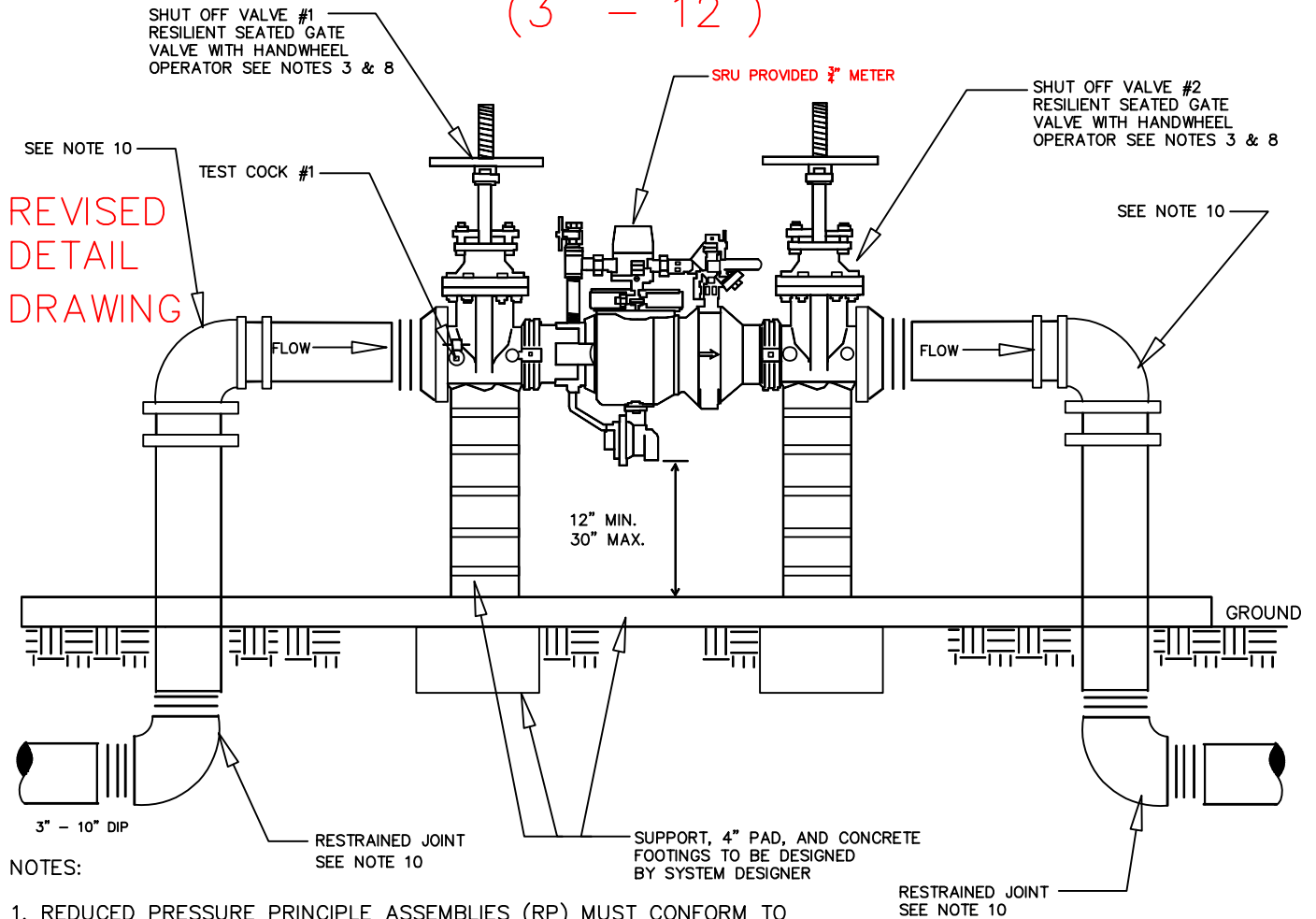


NOTE: THIS IS AN EXAMPLE OF A RESIDENTIAL INSTALLATION OF A RPPA. THIS DETAIL APPLIES TO RESIDENTIAL APPLICATIONS WHERE THE RPPA DEVICE WILL BE LOCATED AWAY FROM THE RIGHT-OF-WAY/PROPERTY LINE (EXAMPLE SHOWN ABOVE). THE WATER LINE MATERIAL BETWEEN THE METER AND RPPA SHALL BE **EITHER PVC OR PEX**. IT IS HIGHLY RECOMMENDED THAT TRACER WIRE OR TRACER TAPE BE INSTALLED TO ASSIST THE HOMEOWNER IN LOCATING THE WATER LINE FOR REPAIR OR FOR OTHER YARD PROJECTS THAT COULD DAMAGE THE WATER LINE.

CITY OF SALISBURY, N.C.	STANDARD DETAIL	DATE: JULY 6, 2007
STANDARD DETAIL TO LOCATE RPPA AT SIDE OF HOUSE/BUILDING		AMENDED: TBD
		NOT TO SCALE
		STANDARD BF-14

# REDUCED PRESSURE DETECTOR ASSEMBLY (RPDA)

(3" - 12")



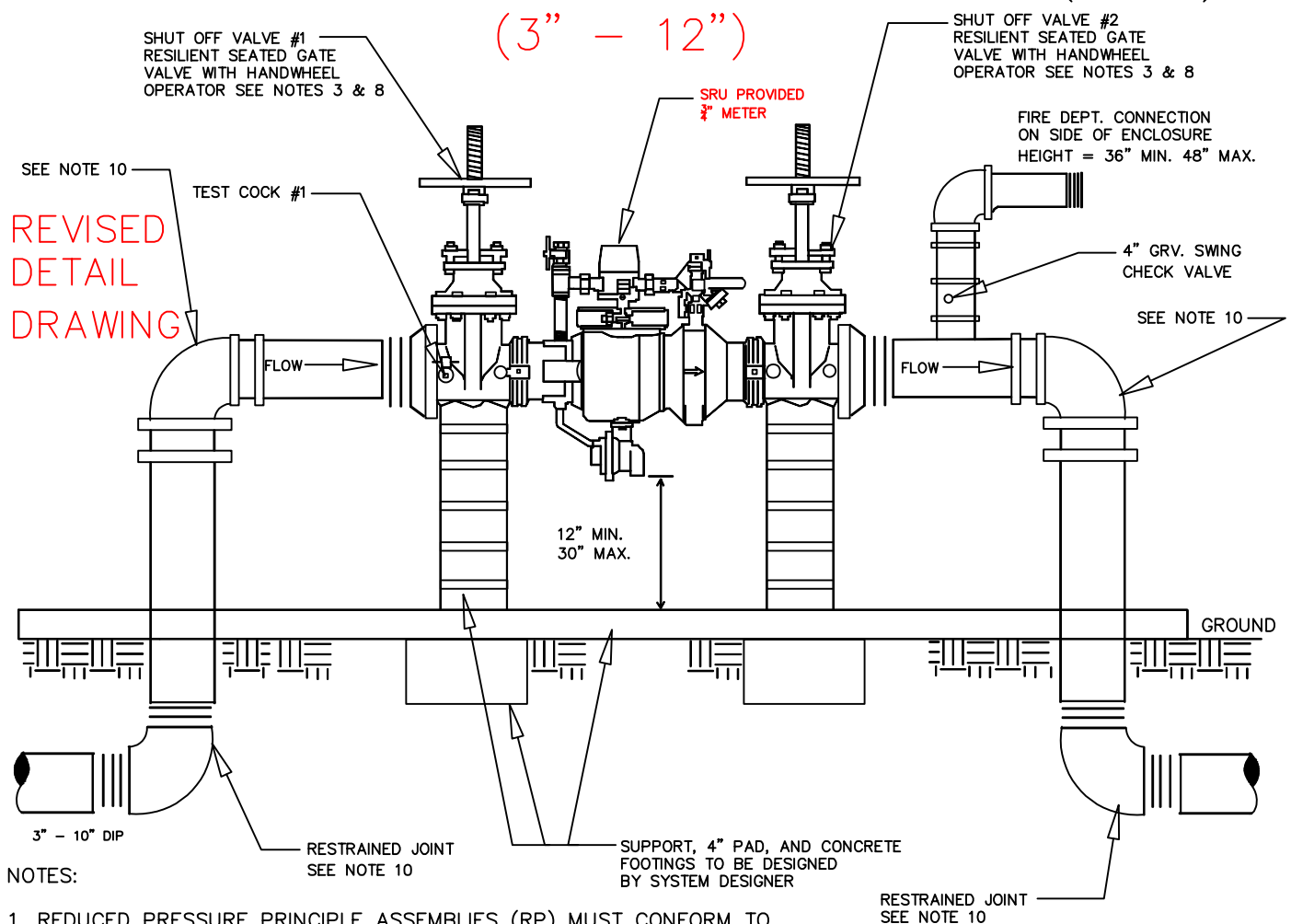
## NOTES:

1. REDUCED PRESSURE PRINCIPLE ASSEMBLIES (RP) MUST CONFORM TO SALISBURY-ROWAN UTILITIES BACKFLOW PREVENTION REQUIREMENTS.
2. (BACKFLOW ASSEMBLY MUST BE INSTALLED BEFORE SERVICE LINE IS CONNECTED TO ANY OTHER PIPES, EXCEPT AS AUTHORIZED BY THE WATER PURVEYOR.) WATER LINE MUST BE EXPOSED FOR INSPECTION FROM METER TO BACKFLOW PREVENTER.
3. THE SALISBURY-ROWAN UTILITIES APPROVED 3" - 10" RP INCLUDES SHUT OFF VALVES #1 AND #2 AS PART OF THE ASSEMBLY. NO SUBSTITUTIONS SHALL BE PERMITTED.
4. TEST COCK #1 SHALL BE UPSTREAM OF SHUT OFF VALVE #1 AND IS PART OF THE APPROVED ASSEMBLY.
5. FIRE LINE BACKFLOW PREVENTION ASSEMBLY SHALL HAVE HEAT & TAMPER SWITCHES WITHIN THE PROTECTIVE ENCLOSURE.
6. NO STRAINER IS ALLOWED ON A BACKFLOW PREVENTION ASSEMBLY FOR A FIRE LINE SERVICE.
7. RP SHALL BE SUPPORTED AND SHALL NOT BLOCK RELIEF VALVE OR DRAIN PORT.
8. FIRE LINE AND COMBINATION OF FIRE AND DOMESTIC SERVICES SHALL HAVE OUTSIDE STEM AND YOKE (OS & Y) HANDWHEEL OPERATORS.
9. OUTDOOR INSTALLATION SHALL HAVE A PROTECTIVE COVERING (ASSE 1060) WITH DRAIN PORT AS SPECIFIED IN SALISBURY-ROWAN UTILITIES SPECIFICATIONS FOR INSTALLATION OF BACKFLOW PREVENTION ASSEMBLIES.
10. ALL PIPING AND FITTINGS ABOVE GROUND SHALL BE FLANGED INCLUDING RP. ALL FITTINGS BELOW GROUND MUST BE MECHANICAL JOINT WITH MEGA LUG RESTRAINTS OR APPROVED EQUAL.
11. INSIDE INSTALLATION REQUIRES A DRAIN TO ATMOSPHERE & REQUIRES APPROVAL BY SALISBURY-ROWAN UTILITIES.
12. DETECTOR METER SHALL BE A SRU PROVIDED 3/4" ELECTRONIC REMOTE READ METER

CITY OF SALISBURY, N.C.	STANDARD DETAIL	DATE:	TBD
STANDARD DETAIL BACKFLOW PREVENTION		NOT TO SCALE	
RPDA 3" - 12"		STANDARD	BF-15



# REDUCED PRESSURE DETECTOR ASSEMBLY (RPDA)



## NOTES:

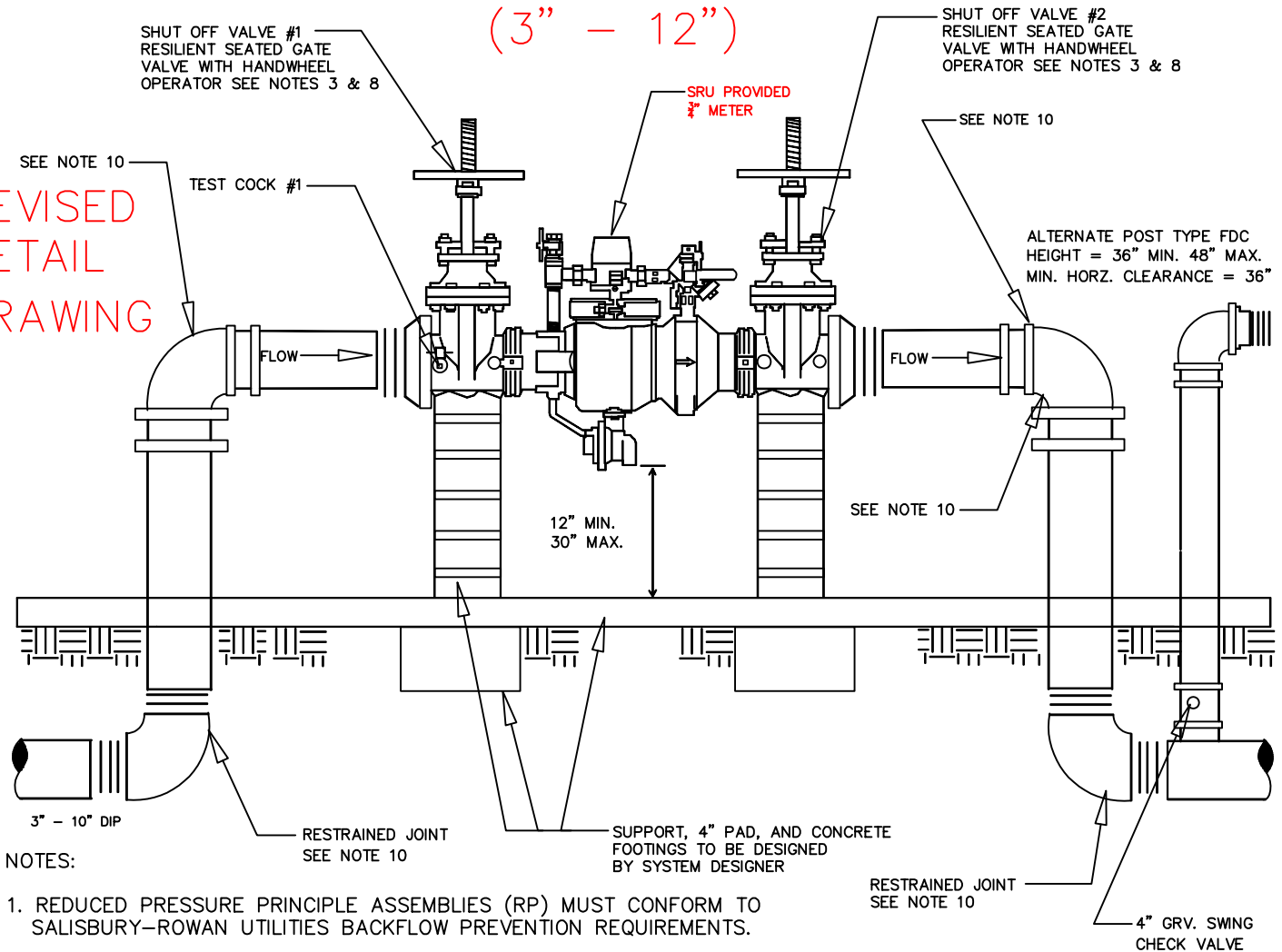
- REDUCED PRESSURE PRINCIPLE ASSEMBLIES (RP) MUST CONFORM TO SALISBURY-ROWAN UTILITIES BACKFLOW PREVENTION REQUIREMENTS.
- (BACKFLOW ASSEMBLY MUST BE INSTALLED BEFORE SERVICE LINE IS CONNECTED TO ANY OTHER PIPES, EXCEPT AS AUTHORIZED BY THE WATER PURVEYOR.) WATER LINE MUST BE EXPOSED FOR INSPECTION FROM METER TO BACKFLOW PREVENTER.
- THE SALISBURY-ROWAN UTILITIES APPROVED 3" - 10" RP INCLUDES SHUT OFF VALVES #1 AND #2 AS PART OF THE ASSEMBLY. NO SUBSTITUTIONS SHALL BE PERMITTED.
- TEST COCK #1 SHALL BE UPSTREAM OF SHUT OFF VALVE #1 AND IS PART OF THE APPROVED ASSEMBLY.
- FIRE LINE BACKFLOW PREVENTION ASSEMBLY SHALL HAVE HEAT & TAMPER SWITCHES WITHIN THE PROTECTIVE ENCLOSURE.
- NO STRAINER IS ALLOWED ON A BACKFLOW PREVENTION ASSEMBLY FOR A FIRE LINE SERVICE.
- RP SHALL BE SUPPORTED AND SHALL NOT BLOCK RELIEF VALVE OR DRAIN PORT.
- FIRE LINE AND COMBINATION OF FIRE AND DOMESTIC SERVICES SHALL HAVE OUTSIDE STEM AND YOKE (OS & Y) HANDWHEEL OPERATORS.
- OUTDOOR INSTALLATION SHALL HAVE A PROTECTIVE COVERING (ASSE 1060) WITH DRAIN PORT AS SPECIFIED IN SALISBURY-ROWAN UTILITIES SPECIFICATIONS FOR INSTALLATION OF BACKFLOW PREVENTION ASSEMBLIES.
- ALL PIPING AND FITTINGS ABOVE GROUND SHALL BE FLANGED INCLUDING RP. ALL FITTINGS BELOW GROUND MUST BE MECHANICAL JOINT WITH MEGA LUG RESTRAINTS OR APPROVED EQUAL.
- INSIDE INSTALLATION REQUIRES A DRAIN TO ATMOSPHERE & REQUIRES APPROVAL BY SALISBURY-ROWAN UTILITIES.
- DETECTOR METER SHALL BE A SRU PROVIDED ¾" ELECTRONIC REMOTE READ METER.
- FIRE MARSHALL MUST APPROVE FDC LOCATION.

CITY OF SALISBURY, N.C.	STANDARD DETAIL	DATE:	TBD
STANDARD DETAIL BACKFLOW PREVENTION		NOT TO SCALE	
RPDA 3" - 12" WITH FDC		STANDARD	BF-15A

# REDUCED PRESSURE DETECTOR ASSEMBLY (RPDA)

(3" - 12")

REVISED  
DETAIL  
DRAWING



## NOTES:

1. REDUCED PRESSURE PRINCIPLE ASSEMBLIES (RP) MUST CONFORM TO SALISBURY-ROWAN UTILITIES BACKFLOW PREVENTION REQUIREMENTS.
2. (BACKFLOW ASSEMBLY MUST BE INSTALLED BEFORE SERVICE LINE IS CONNECTED TO ANY OTHER PIPES. EXCEPT AS AUTHORIZED BY THE WATER PURVEYOR.) WATER LINE MUST BE EXPOSED FOR INSPECTION FROM METER TO BACKFLOW PREVENTER.
3. THE SALISBURY-ROWAN UTILITIES APPROVED 3" - 10" RP INCLUDES SHUT OFF VALVES #1 AND #2 AS PART OF THE ASSEMBLY. NO SUBSTITUTIONS SHALL BE PERMITTED.
4. TEST COCK #1 SHALL BE UPSTREAM OF SHUT OFF VALVE #1 AND IS PART OF THE APPROVED ASSEMBLY.
5. FIRE LINE BACKFLOW PREVENTION ASSEMBLY SHALL HAVE HEAT & TAMPER SWITCHES WITHIN THE PROTECTIVE ENCLOSURE.
6. NO STRAINER IS ALLOWED ON A BACKFLOW PREVENTION ASSEMBLY FOR A FIRE LINE SERVICE.
7. RP SHALL BE SUPPORTED AND SHALL NOT BLOCK RELIEF VALVE OR DRAIN PORT.
8. FIRE LINE AND COMBINATION OF FIRE AND DOMESTIC SERVICES SHALL HAVE OUTSIDE STEM AND YOKE (OS & Y) HANDWHEEL OPERATORS.
9. OUTDOOR INSTALLATION SHALL HAVE A PROTECTIVE COVERING (ASSE 1060) WITH DRAIN PORT AS SPECIFIED IN SALISBURY-ROWAN UTILITIES SPECIFICATIONS FOR INSTALLATION OF BACKFLOW PREVENTION ASSEMBLIES.
10. ALL PIPING AND FITTINGS ABOVE GROUND SHALL BE FLANGED INCLUDING RP. ALL FITTINGS BELOW GROUND MUST BE MECHANICAL JOINT WITH MEGA LUG RESTRAINTS OR APPROVED EQUAL.
11. INSIDE INSTALLATION REQUIRES A DRAIN TO ATMOSPHERE & REQUIRES APPROVAL BY SALISBURY-ROWAN UTILITIES.
12. DETECTOR METER SHALL BE A SRU PROVIDED 3/4" ELECTRONIC REMOTE READ METER.
13. FIRE MARSHALL MUST APPROVE FDC LOCATION.

CITY OF SALISBURY, N.C.

STANDARD DETAIL

DATE: TBD

STANDARD DETAIL BACKFLOW PREVENTION

NOT TO SCALE

RPDA 3" - 12" WITH FDC

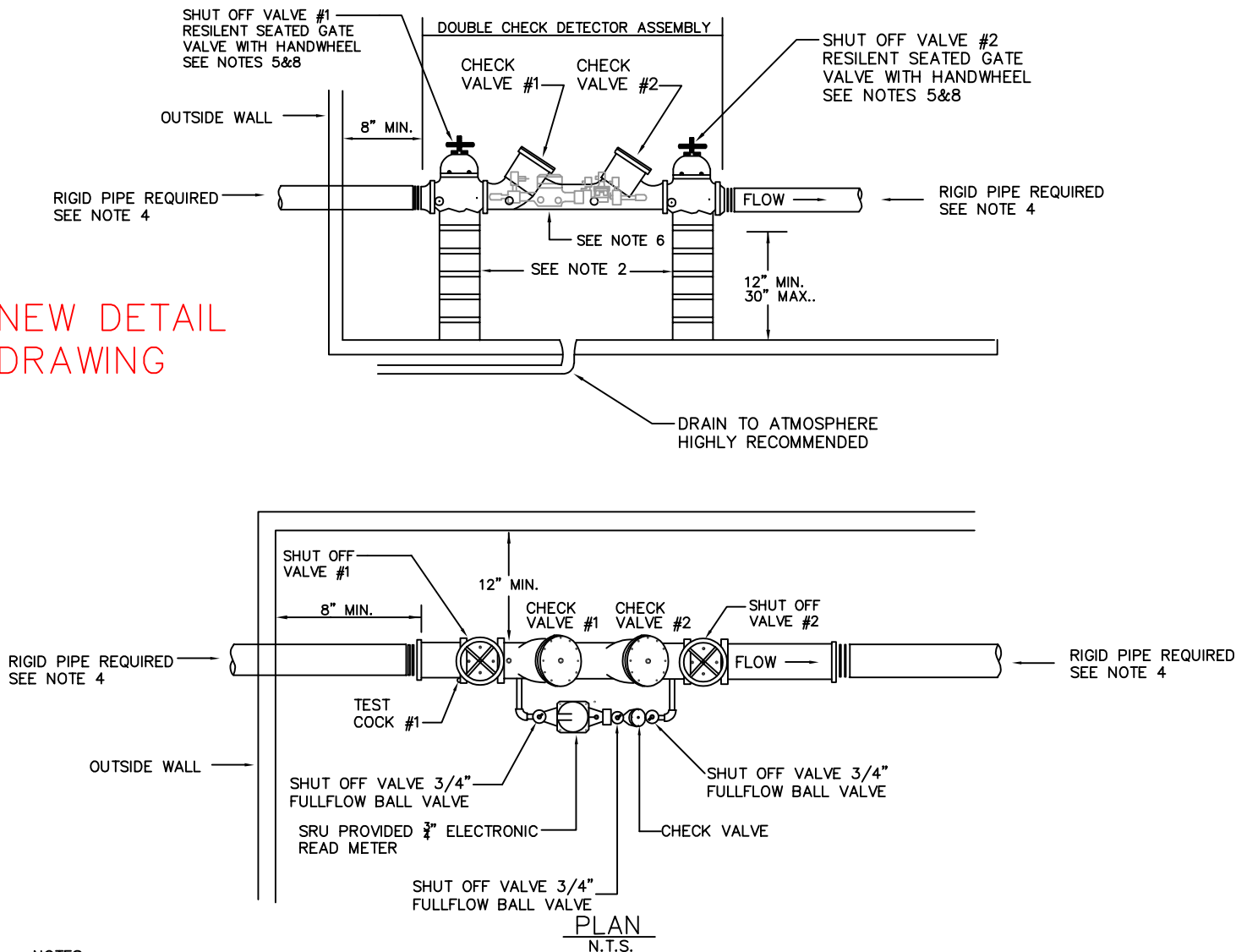
STANDARD

BF-15B

# DOUBLE CHECK DETECTOR ASSEMBLY (DCDA)

## (3" - 12")

NEW DETAIL  
DRAWING



### NOTES:

1. INDOOR DOUBLE CHECK DETECTOR ASSEMBLIES (DCDA) MUST CONFORM TO THE CITY OF SALISBURY UNIFORM CONSTRUCTION STANDARDS AND SPECIFICATIONS.
2. INDOOR INSTALLATIONS PERMITTED ON A CASE-BY-CASE BASIS .
3. 4" 10" DCDA SHALL BE SUPPORTED WITH ADEQUATE SUPPORT PEDESTALS.
4. INDOOR (DCDA) INSTALLATION SHALL FIRE LINE AND COMBINATION FIRE & DOMESTIC INSTALLATIONS SHALL HAVE TAMPER SWITCHES.
5. 3" SHALL BE BRASS AND/OR TYPE K COPPER. 4"-10" SHALL BE DIP RESTRAINED JOINTS SHALL BE MECHANICAL JOINT WITH MEGA LUG RESTRAINTS OR APPROVED EQUAL.
6. 3" - 10" DCDA INCLUDES SHUT OFF VALVES #1 AND #2 AS PART OF THE ASSEMBLY - NO SUBSTITUTIONS SHALL BE ALLOWED. STANDARDS AND SPECIFICATIONS.
7. BACKFLOW ASSEMBLIES (MODEL, MANUFACTURER, AND INSTALLATION (TYPE & LOCATION) MUST BE APPROVED BY SALISBURY-ROWAN UTILITIES.
8. TEST COCK #1 SHALL BE UPSTREAM OF SHUT OFF VALVE #1 AND IS PART OF THE APPROVED ASSEMBLY.
9. FIRE LINE AND COMBINATION FIRE & DOMESTIC SERVICES SHALL HAVE OUTSIDE STEM AND YOKE (OS & Y) HANDWHEEL OPERATORS
10. DETECTOR METER SHALL BE A SRU SUPPLIED 3/4" ELECTRONIC REMOTE READ METER.

CITY OF SALISBURY, N.C. STANDARD DETAIL

DATE: TBD

STANDARD DETAIL BACKFLOW PREVENTION

NOT TO SCALE

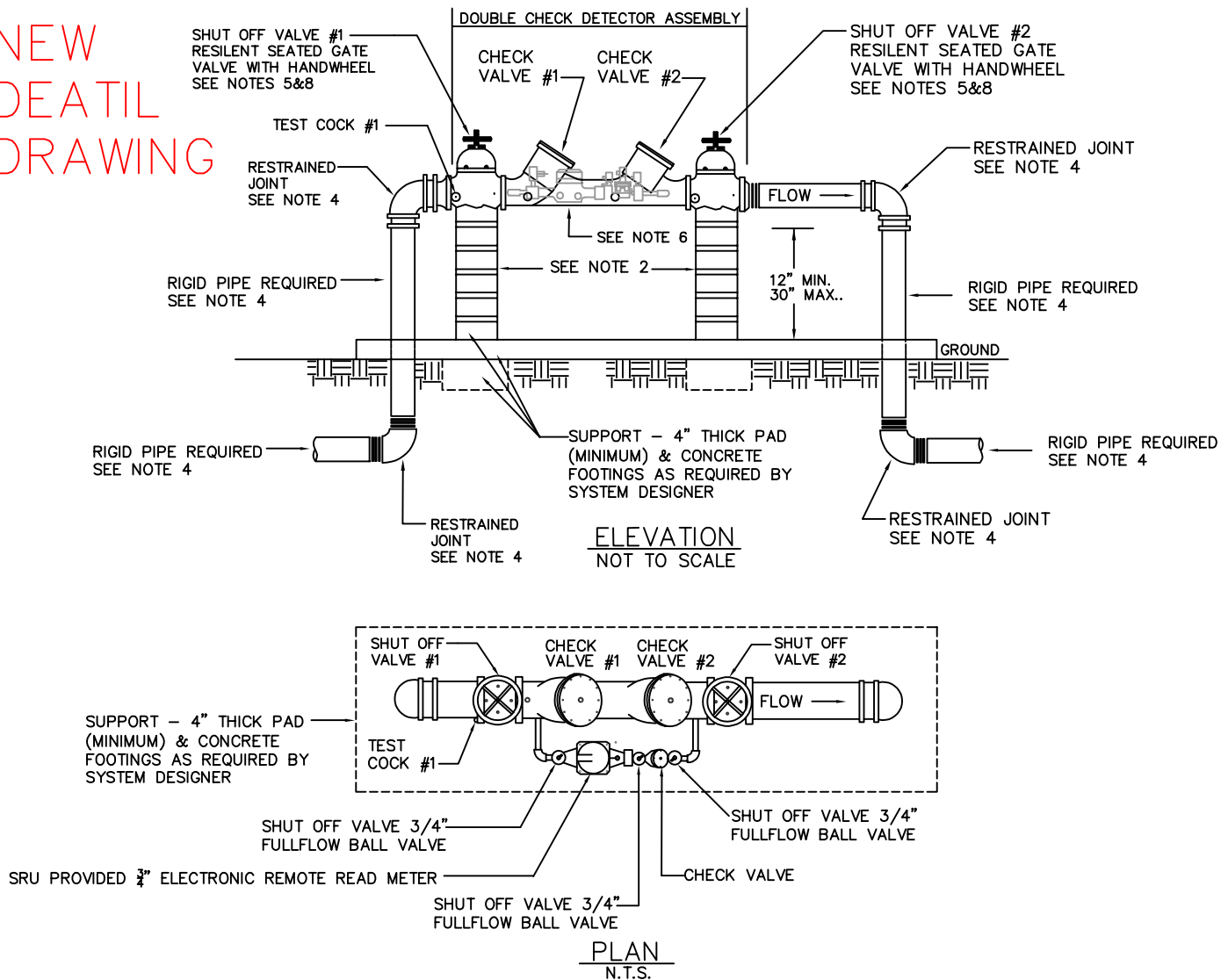
INDOOR DCDA 3" - 12"

STANDARD

BF-16

# DOUBLE CHECK DETECTOR ASSEMBLY (DCDA) (3" - 12")

NEW  
DETAIL  
DRAWING



## NOTES:

1. ABOVE GROUND DOUBLE CHECK DETECTOR ASSEMBLIES (DCDA) MUST CONFORM TO THE CITY OF SALISBURY UNIFORM CONSTRUCTION STANDARDS AND SPECIFICATIONS.
2. 4" 10" DCDA SHALL BE SUPPORTED WITH ADEQUATE SUPPORT PEDESTALS.
3. OUTDOOR INSTALLATION SHALL HAVE A PROTECTIVE ENCLOSURE AS SPECIFIED IN THE CITY OF SALISBURY STANDARDS AND SPECIFICATIONS. FIRE LINE AND COMBINATION FIRE AND DOMESTIC INSTALLATIONS SHALL HAVE TAMPER SWITCHES AND HEATERS WITHIN THE PROTECTIVE HOUSING.
4. 2 1/2" TO 3" SHALL BE BRASS AND/OR TYPE K COPPER. 4"-10" SHALL BE DIP RESTRAINED JOINTS SHALL BE MECHANICAL JOINT WITH MEGA LUG RESTRAINTS OR APPROVED EQUAL.
5. 2 1/2" - 10" DCDA INCLUDES SHUT OFF VALVES #1 AND #2 AS PART OF THE ASSEMBLY - NO SUBSTITUTIONS SHALL BE ALLOWED. STANDARDS AND SPECIFICATIONS.
6. BACKFLOW ASSEMBLIES (MODEL, MANUFACTURER, AND INSTALLATION (TYPE & LOCATION) MUST BE APPROVED BY SALISBURY-ROWAN UTILITIES.
7. TEST COCK #1 SHALL BE UPSTREAM OF SHUT OFF VALVE #1 AND IS PART OF THE APPROVED ASSEMBLY.
8. FIRE LINE AND COMBINATION FIRE & DOMESTIC SERVICES SHALL HAVE OUTSIDE STEM AND YOKE (OS & Y) HANDWHEEL OPERATORS
9. DETECTOR METER SHALL BE A SRU PROVIDED 3/4" ELECTRONIC REMOTE READ METER.

CITY OF SALISBURY, N.C. STANDARD DETAIL

DATE: TBD

STANDARD DETAIL BACKFLOW PREVENTION  
DCDA 3" - 12"

NOT TO SCALE

STANDARD

BF-16A



NOTES:

1. MINIMUM THICKNESS FOR PIPE SIZES 8" AND SMALLER IS 1'. MINIMUM THICKNESS FOR PIPE SIZE 12" OR LARGER IS 2'. THE ENGINEER SHALL SPECIFY THE THICKNESS & WIDTH FOR THE THRUST COLLAR, BUT IT MUST MEET THE MINIMUM THICKNESS NOTED HERE.

MINIMUM 3000 PSI CONCRETE.

SPLIT MEGA-LUG

TRENCH BOTTOM

SEE NOTE #1

REVISED DRAWING

ELEVATION

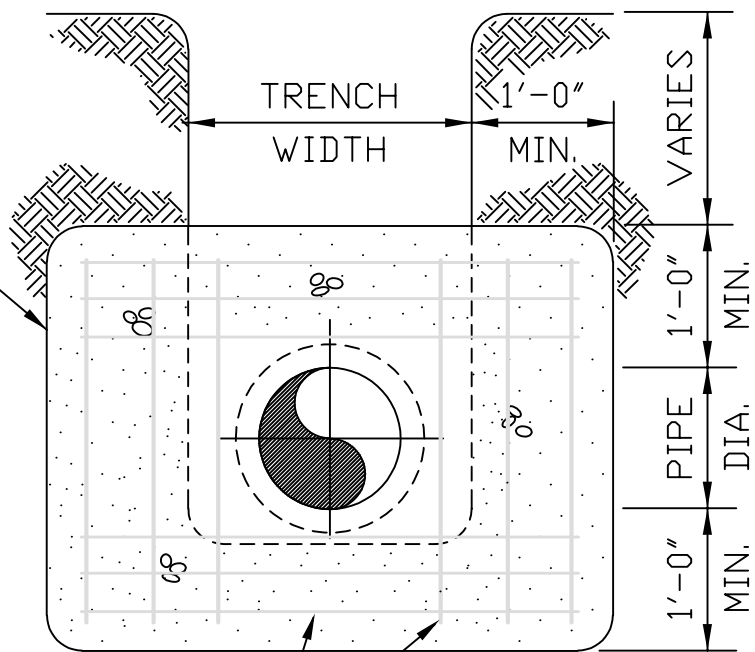
UNDISTURBED MATERIAL ALL AROUND.

TYPICAL CONCRETE THRUST COLLAR, MIN. OF 12" INTO UNDISTURBED SOIL.

RESTRAINED JOINT PIPE MAY BE USED IN PLACE OF THRUST COLLAR. THE FOOTAGE OF PIPE/NUMBER OF JOINTS TO BE RESTRAINED SHALL BE SPECIFIED BY THE DESIGN ENGINEER.

SHALL BE AS DESIGNED BY AN ENGINEER.

#5 REBAR REINFORCING



CITY OF SALISBURY, N.C.

STANDARD DETAIL

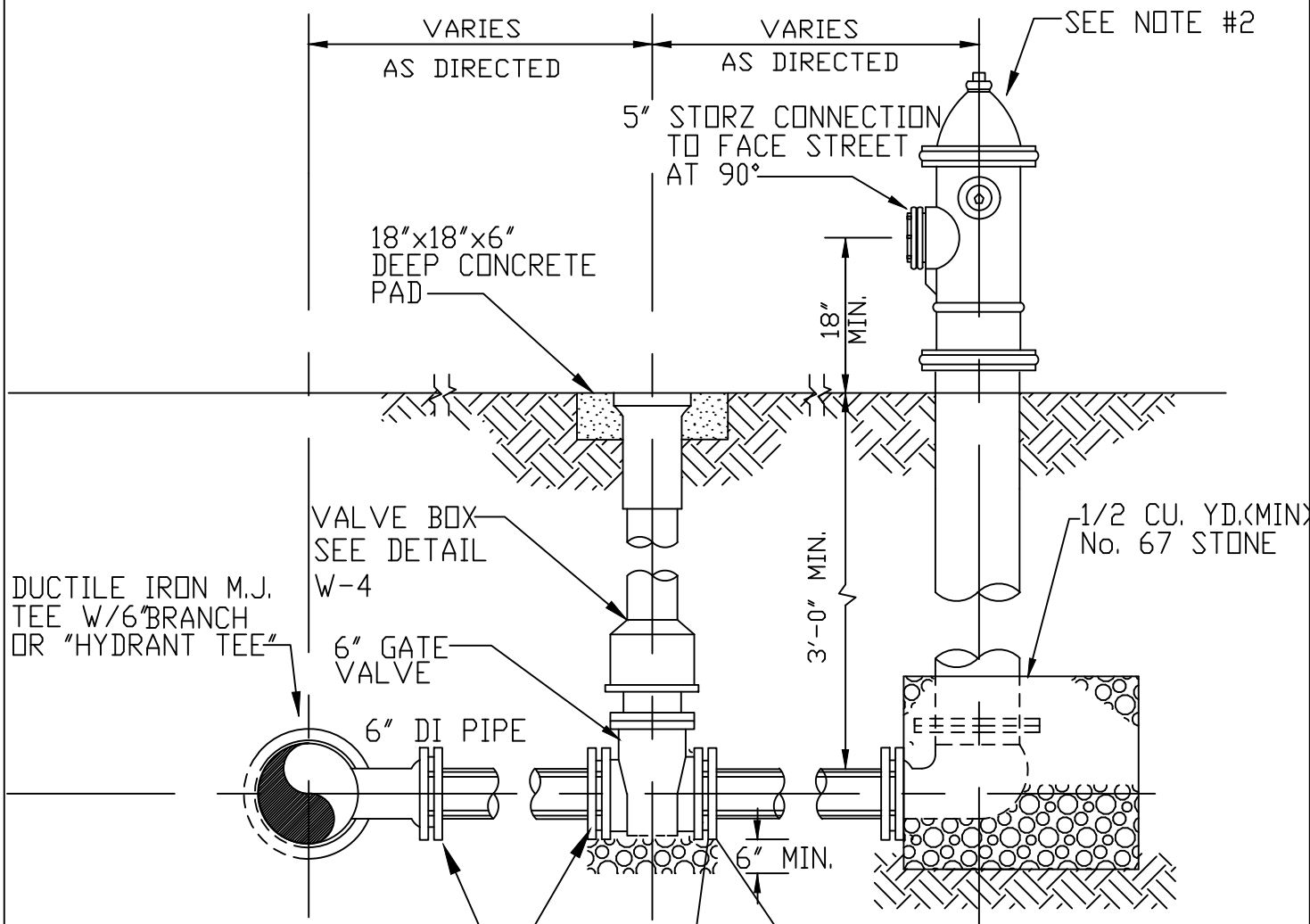
DATE: TBD

WATER SYSTEMS  
THRUST COLLAR

NOT TO SCALE

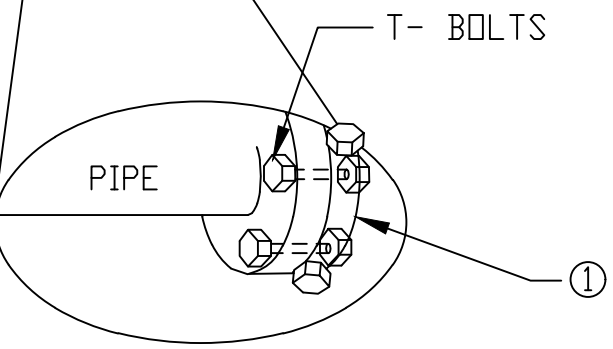
STANDARD

W-2



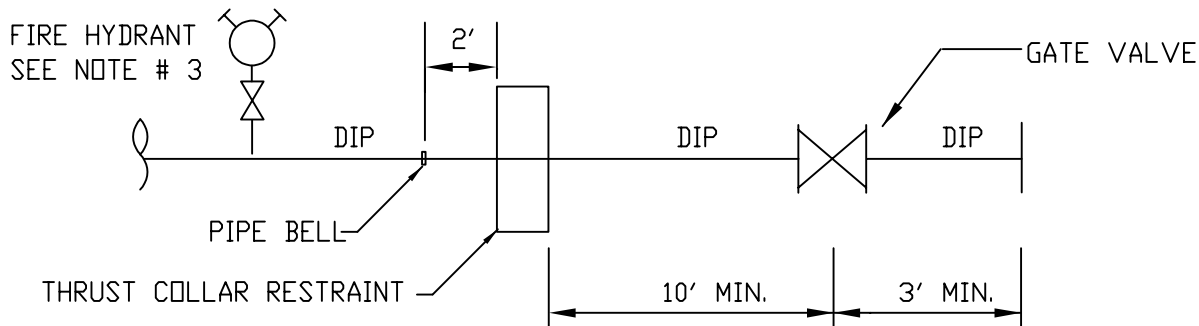
PROVIDE RETAINER GLAND FOR EACH MECHANICAL JOINT FITTING (TEE, VALVE, BEND)

- ① RETAINER GLAND (MEGA-LUGS OR GRIP RINGS ONLY) FOR DUCTILE IRON PIPE
- ② SEE CURRENT APPROVED PRODUCT MANUFACTURERS SHEET FOR APPROVED TYPES (APPENDIX "A")



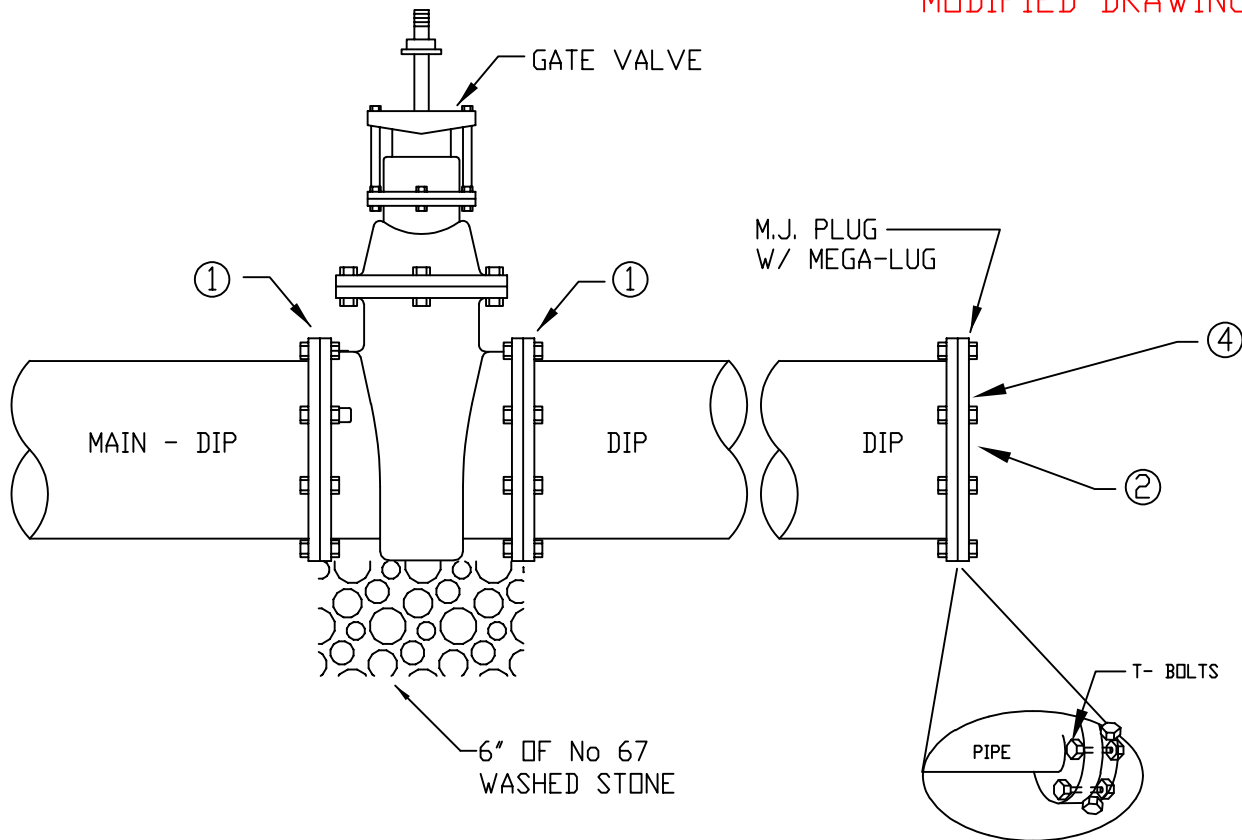
FIRE HYDRANT WITH 5" STORZ CONNECTION IS REQUIRED WITHIN THE ZONING DISTRICT OF THE TOWN OF CHINA GROVE.

CITY OF SALISBURY, N.C.	STANDARD DETAIL	DATE:	TBD
TOWN OF CHINA GROVE FIRE HYDRANT WITH STORZ CONNECTION		NOT TO SCALE	
		STANDARD W-3A	



PLAN

MODIFIED DRAWING



- ① RETAINER GLAND (MEGA-LUGS OR GRIP RINGS ONLY) FOR DUCTILE IRON PIPE. PROVIDE RETAINER GLAND FOR EACH MECHANICAL JOINT FITTING (TEE, VALVE, BEND)
- ② M.J. PLUG WITH THREADED HOLE FOR 2" BLOW-OFF PIPE OR M.J. REDUCER FOR BLOW-OFFS LARGER THAN 2".
- ③ IF REQUIRED BY FIRE MARSHALL OR FIRE DEPARTMENT.
- ④ BLOW-OFF REQUIRED AT END OF LINE. SEE STANDARD DETAIL W-7.

CITY OF SALISBURY, N.C. STANDARD DETAIL

WATER SYSTEMS  
DEAD END LINES

DATE: APRIL 19, 2011

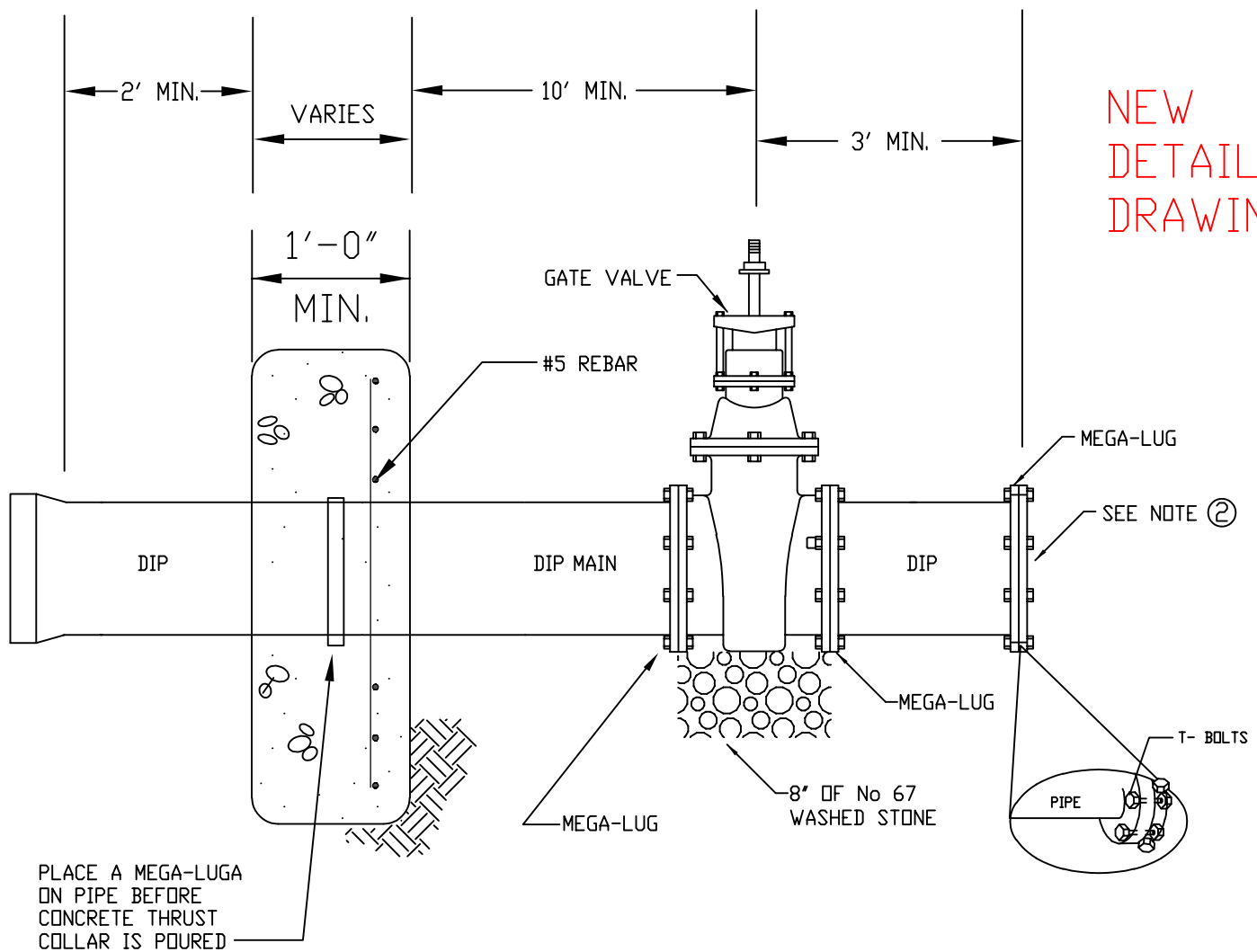
REVISED: TBD

NOT TO SCALE

STANDARD

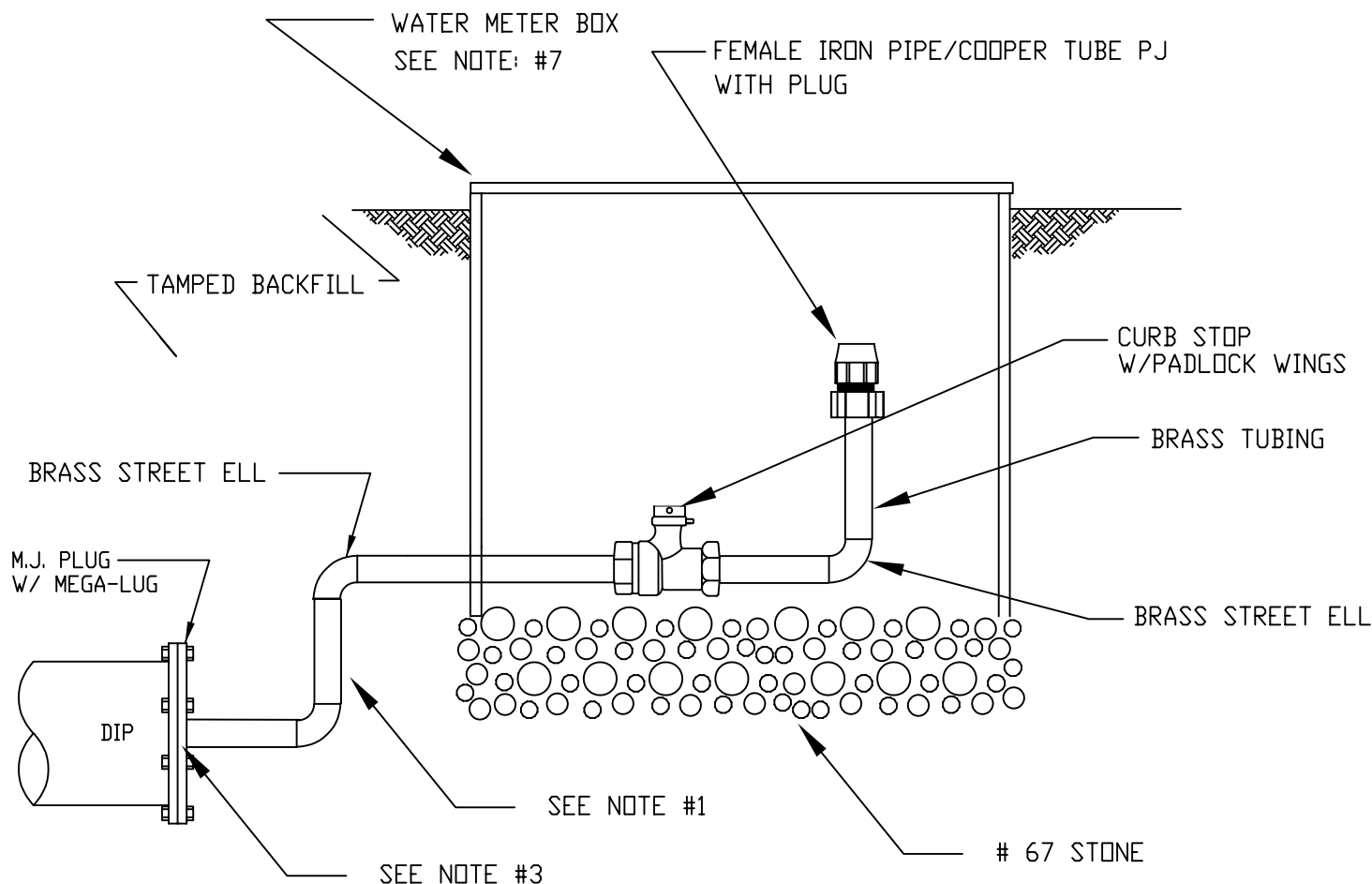
W-6





- ① RETAINER GLAND (MEGA-LUGS) FOR DUCTILE IRON PIPE. PROVIDE RETAINER GLAND FOR EACH MECHANICAL JOINT FITTING (TEE, VALVE, BEND)
- ② M.J. PLUG WITH THREADED HOLE FOR 2" BLOW-OFF PIPE OR M.J. REDUCER FOR BLOW-OFFS LARGER THAN 2".
- ③ END OF LINE PIPE MATERIAL SHALL BE DIP.
- ④ BLOW-OFF REQUIRED AT END OF LINE. SEE STANDARD DETAIL W-7.
- ⑤ IF A FIRE HYDRANT IS REQUIRED BY FIRE DEPARTMENT OR FIRE MARSHALL, IT SHALL BE LOCATED PRIOR TO THE LAST JOINT OF PIPE.
- ⑥ THRUST COLLAR SHALL BE AS SHOWN ON STANDARD DETAIL W-2A.

CITY OF SALISBURY, N.C.	STANDARD DETAIL	DATE: TBD
<div style="text-align: center;"> WATER SYSTEMS  END OF LINE FOR FUTURE EXTENSION </div>		NOT TO SCALE
		STANDARD                      W-6A



NOTES:

1. 2" PIPING SHALL BE TYPE K COPPER AND/OR BRASS.
2. BLOW-OFFS LARGER THAN 2" SHALL BE DIP.
3. M.J. PLUG WITH THREADED HOLE FOR 2' BLOW-OFF PIPE OR M.J. REDUCER FOR BLOW-OFFS LARGER THAN 2".
4. BLOW-OFFS TO BE INSTALLED AT ALL POINTS BETWEEN OUTLETS ON THE PIPE (HYDRANTS, SERVICES, ETC.) WHERE THE ELEVATION OF THE CROWN OF THE PIPE IS HIGHER THAN THE OTHER OUTLETS.
5. MAY ALSO BE USED FOR SAMPLING TAP.
6. 2" BLOW-OFFS SHALL BE INSTALLED IN A METER BOX AS SHOWN.  
BLOW-OFFS LARGER THAN 2" SHALL BE INSTALLED WITH A PERMANENT ABOVE GROUND DISCHARGE.
7. SEE CURRENT CITY OF SALISBURY WATER & SEWER APPROVED PRODUCT APPROVED TYPES LOCATED IN APPENDIX "A" OF THE MANUFACTURER'S SHEET FOR CITY OF SALISBURY UNIFORM CONSTRUCTION STANDARDS
8. BLOW-OFF SIZES:  
 2" - MINIMUM SIZE BLOW-OFF - 2" COPPER AND BRASS IN METER BOX (AS SHOWN ABOVE).  
 6" TO 12" - MINIMUM SIZE BLOW-OFF 2" - COPPER AND BRASS IN METER BOX (AS SHOWN ABOVE).  
 16" - MINIMUM SIZE BLOW-OFF 4" (DUCTILE IRON PIPE REQUIRED)  
 24" - MINIMUM SIZE BLOW-OFF 6" (DUCTILE IRON PIPE REQUIRED)

NEW DETAIL DRAWING

CITY OF SALISBURY, N.C. STANDARD DETAIL

DATE: MAY 19, 2009  
AMENDED: TBD

WATER SYSTEM  
BLOW OFF VALVE - END OF LINE

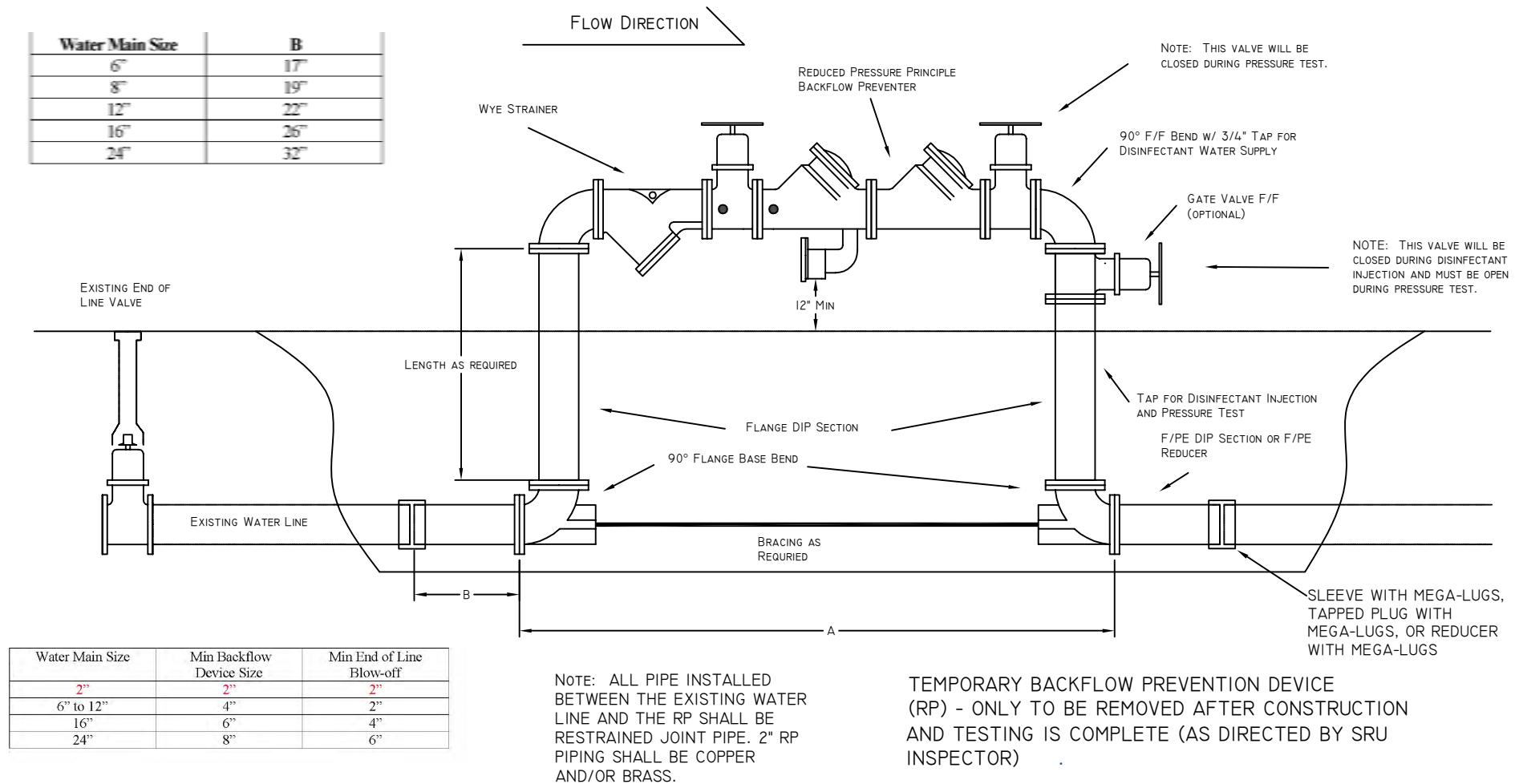
NOT TO SCALE  
STANDARD W-7A

# TEMPORARY BACKFLOW PREVENTION DEVICE (RP)

MODIFIED  
DETAIL DRAWING

Backflow Device	A
4"	6' 3"
6"	9'
8"	11' 2"

Water Main Size	B
6"	17"
8"	19"
12"	22"
16"	26"
24"	32"



CITY OF SALISBURY, N.C.

STANDARD DETAIL

DATE: MAY 19, 2009

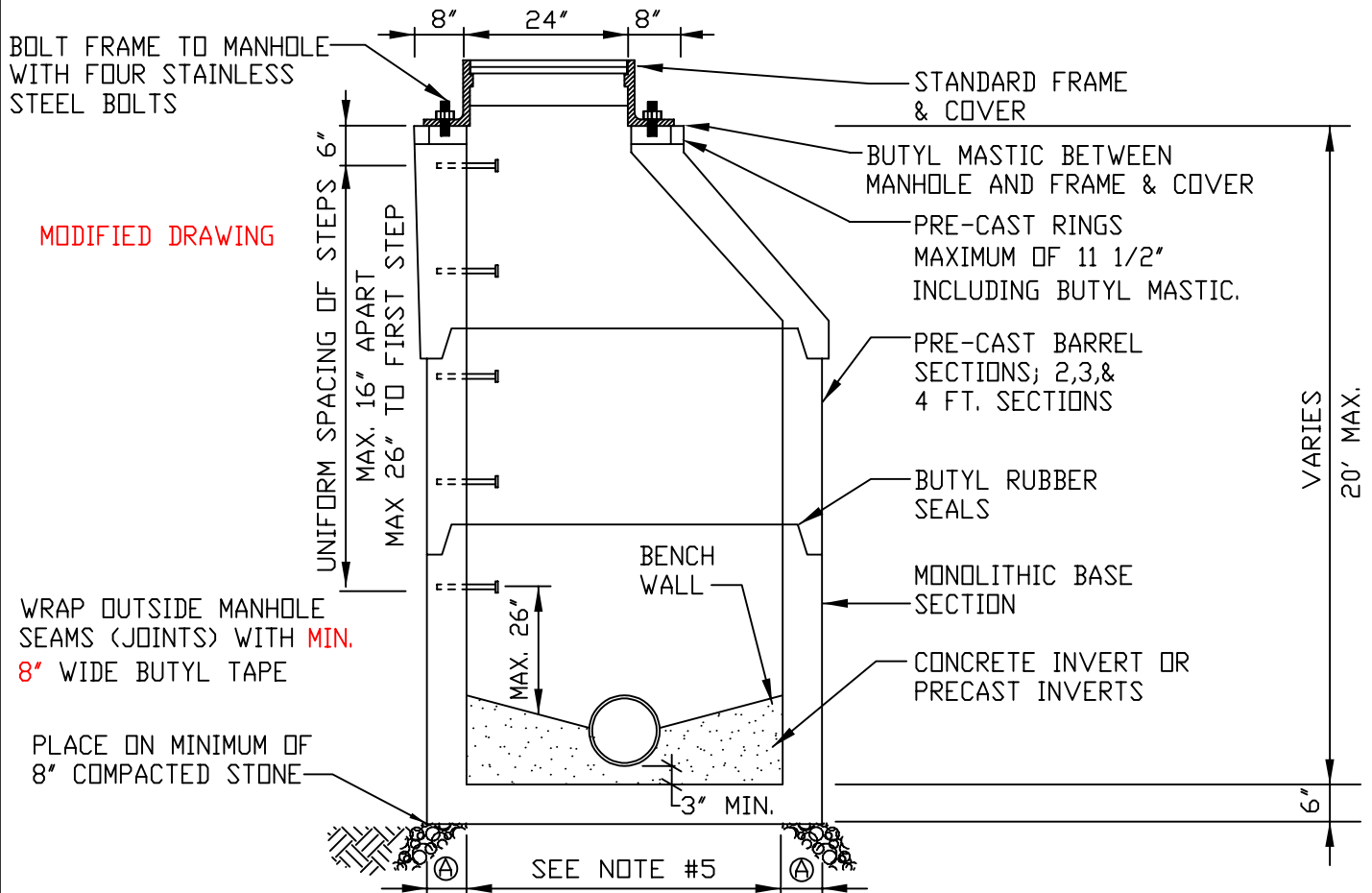
AMENDED: TBD

TEMPORARY BACKFLOW PREVENTION DEVICE  
FOR FILLING NEW LINES

NOT TO SCALE

STANDARD

W-13



#### NOTES:

1. MANHOLE TO CONFORM WITH ASTM C478 OR LATEST REVISION
2. ALL JOINTS SHALL CONFORM WITH ASTM C443.
3. STEPS TO BE PLASTIC PER CITY STANDARDS.
4. BUTYL RUBBER SEALANT TO MEET FEDERAL SPECIFICATION (GSA-FSS) SS-S-00210.
5. 48" DIA. M.H., PIPES 8"-18"  
60" DIA. M.H., PIPES 20"-30"
6. MANHOLES WITH A DEPTH OF 10' OR GREATER MUST BE 5' DIAMETER
7. ALL MANHOLES ARE REQUIRED TO BE VACUUM TESTED.
8. NO LATERALS OR CORES IN MANHOLE CONE SECTION.

- ④ 4' INSIDE DIAMETER MANHOLES SHALL HAVE 5" THICK WALLS  
5' INSIDE DIAMETER MANHOLES SHALL HAVE 6" THICK WALLS

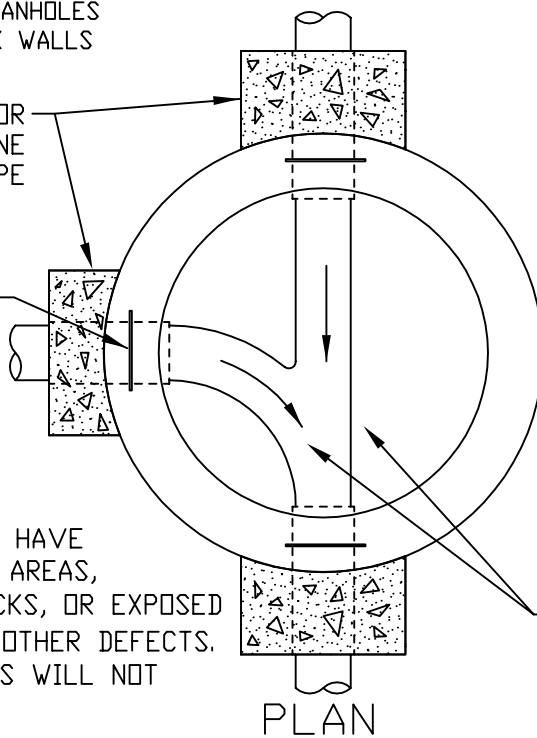
CONC. SUPPORT OR COMPACTED #67 STONE UNDER EACH PIPE

RUBBER BOOT CAST IN BASE SECTION

#### NOTE:

MANHOLES MUST NOT HAVE ANY LARGE CHIPPED AREAS, BROKEN AREAS, CRACKS, OR EXPOSED REINFORCEMENT, OR OTHER DEFECTS. DEFECTIVE MANHOLES WILL NOT BE ACCEPTED.

#### SECTION



#### PLAN

CITY OF SALISBURY, N.C. STANDARD DETAIL

DATE: MAY 19, 2009  
AMENDED: TBD

SEWER SYSTEMS  
PRECAST MANHOLE

NOT TO SCALE

STANDARD SS-1

BUTYL MASTIC BETWEEN  
MANHOLE AND FRAME & COVER

PRE-CAST RINGS  
MAXIMUM OF 11 1/2"  
INCLUDING BUTYL MASTIC.

MODIFIED DRAWING

8" COMPACTED  
STONE

CUT @ 45°

TEE

90° BEND

5' DIAMETER

MANHOLE FRAME TO BE  
BOLTED DOWN WITH  
WITH FOUR STAINLESS  
STEEL BOLTS

RUBBER BOOT

GROUT OUTSIDE

PVC OR DIP  
(8", 10" OR 12")

FILL VOID BELOW  
PIPE W/ No 67  
WASHED STONE

STAINLESS STEEL  
STRAPS 3' O/C  
MINIMUM 4  
STRAPS

SECTION

NOTES:

1. INSIDE DROPS TO BE USED FOR  
PIPE 12" AND SMALLER
2. MINIMUM MANHOLE  
DIAMETER IS 5'
3. DROPS REQUIRED WHERE INVERT IN  
IS 2' OR MORE ABOVE INVERT OUT
4. TEE BRANCH THE SAME  
SIZE AS MAIN LINE
5. SEE SS-1 FOR ADDITIONAL  
MANHOLE DIMENSIONS
6. NO LATERALS OR CORES  
IN CONE SECTION
7. WRAP OUTSIDE MANHOLE SEAMS  
WITH MIN. 8" WIDE BUTYL TAPE
8. 5' INSIDE DIAMETER MANHOLES  
SHALL HAVE 6" THICK WALLS

RUBBER BOOTS

NOTE:

MANHOLES MUST NOT HAVE  
ANY LARGE CHIPPED AREAS,  
BROKEN AREAS, CRACKS, OR EXPOSED  
REINFORCEMENT, OR OTHER DEFECTS.  
DEFECTIVE MANHOLES WILL NOT  
BE ACCEPTED.

PLAN

CITY OF SALISBURY, N.C.

STANDARD DETAIL

DATE: MAY 19, 2009  
AMENDED: TBD

SEWER SYSTEMS

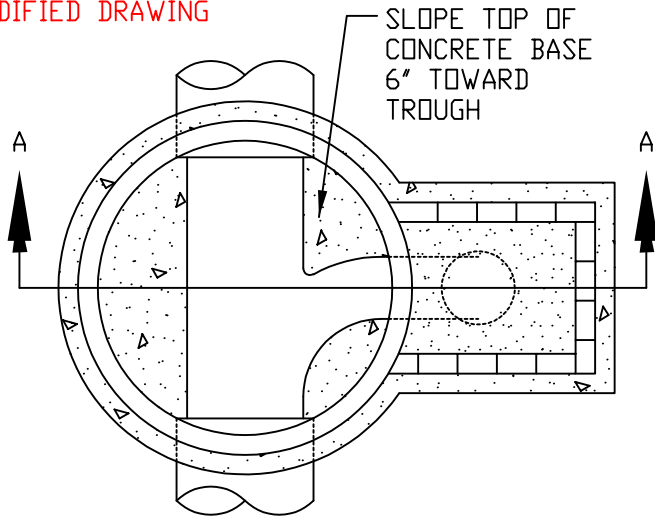
PRECAST M.H. WITH INSIDE DROP

NOT TO SCALE

STANDARD

SS-2

MODIFIED DRAWING



PLAN

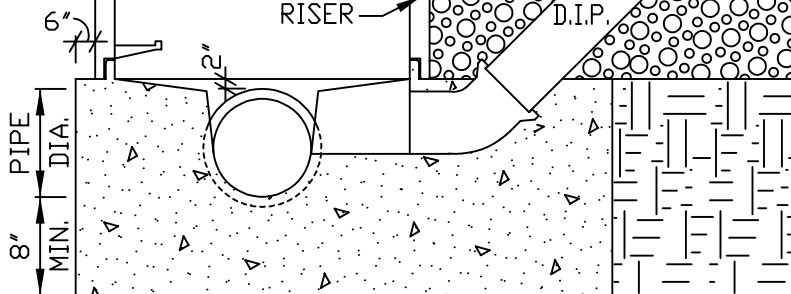
5'-0" FOR PIPES  
OVER 18", 4'-0" FOR  
18" & SMALLER PIPES

MANHOLE FRAME TO BE  
BOLTED DOWN WITH  
WITH FOUR STAINLESS  
STEEL BOLTS

STANDARD FRAME  
& COVER

BUTYL MASTIC  
BETWEEN  
MANHOLE  
FRAME  
AND COVER

STRAIGHT WALL  
OF M.H. TO BE  
LOCATED  
OPPOSITE  
DROP PIPE.



SECTION A-A

NOTES:

1. MANHOLE BASE SHALL BE 4000 P.S.I. CONCRETE PLACED ON UNDISTURBED EARTH AND MAY BE PLACED AGAINST SHAPED BANKS IN LIEU OF FORMS.
2. ALL MASONRY MORTAR SHALL BE PORTLAND CEMENT 1:3 MIX.
3. CARE MUST BE TAKEN TO FORM A SMOOTH FINISH TROUGH FROM ENTRANCE PIPES TO EXIT PIPE, AND IN CURVED MANHOLES THE TROUGH MUST BE A SMOOTH CIRCULAR ARC TANGENT TO THE INSIDE WALLS OF THE PIPES AT THEIR ENDS.
4. PROTECTIVE WALL FOR OUTSIDE DROP SHALL BE A MINIMUM OF 8" MASONRY.
5. THE SLOPE OF THE OUTSIDE DROP TROUGH SHALL BE 1/4" PER FOOT.
6. MANHOLE TO CONFORM WITH ASTM C478 AND PRECAST MANHOLE STD.
7. RAMSET MASONRY TIES EVERY 12 INCHES ON OUTSIDE DROP.
8. MANHOLES WITH A DEPTH OF 10.0' OR GREATER SHALL BE 5' DIAMETER.
9. WRAP OUTSIDE MANHOLE SEAMS (JOINTS) WITH MIN. 8" WIDE BUTYL TAPE.

No. 67 STONE  
UNDER PIPE

4' INSIDE DIAMETER MANHOLES  
SHALL HAVE 5" THICK WALLS  
5' INSIDE DIAMETER MANHOLES  
SHALL HAVE 6" THICK WALLS

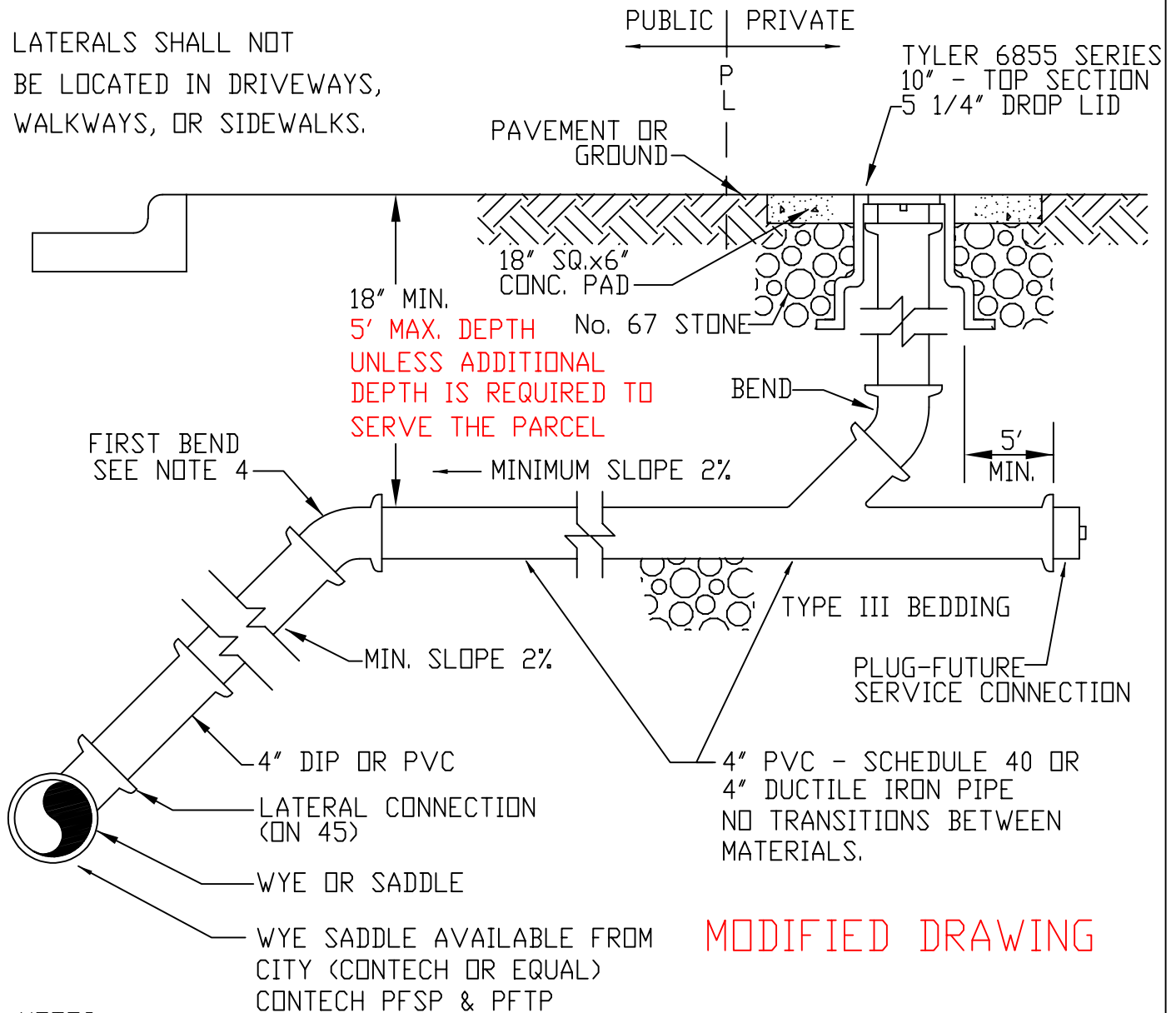
CITY OF SALISBURY, N.C. STANDARD DETAIL

DATE: MAY 19, 2009  
AMENDED: TBD

SEWER SYSTEMS NEW CONSTRUCTION  
PRECAST M.H. W/ OUTSIDE DROP

NOT TO SCALE  
STANDARD SS-3

LATERALS SHALL NOT  
BE LOCATED IN DRIVEWAYS,  
WALKWAYS, OR SIDEWALKS.



**NOTES:**

1. THE FULL LENGTH OF THE SERVICE DITCH SHALL BE COMPACTED IN 6" LAYERS WITH MECHANICAL TAMP, TO 95% STANDARD PROCTOR.
2. THE CITY SHALL MAKE TAPS ON EXISTING LINES
3. BENDS 1/16, 1/8, 1/4 AS REQUIRED.
4. FIRST BEND SHALL OCCUR BEHIND BACK OF CURB UNLESS SPECIFICALLY APPROVED BY THE UTILITIES ENGINEERING MANAGER.
5. ALL LATERALS 60' OR LONGER SHALL BE 6".
6. NO MATERIAL TRANSITIONS (LATERAL & STACK MUST BE ALL PVC OR ALL DIP)
7. WYES ONLY, NO TEES. SADDLES MAY ONLY BE USED ON EXISTING SEWER LINES.

CITY OF SALISBURY, N.C. STANDARD DETAIL

DATE: MAY 19, 2009  
AMENDED: TBD

SEWER SYSTEMS  
TAP & STUB-OUT

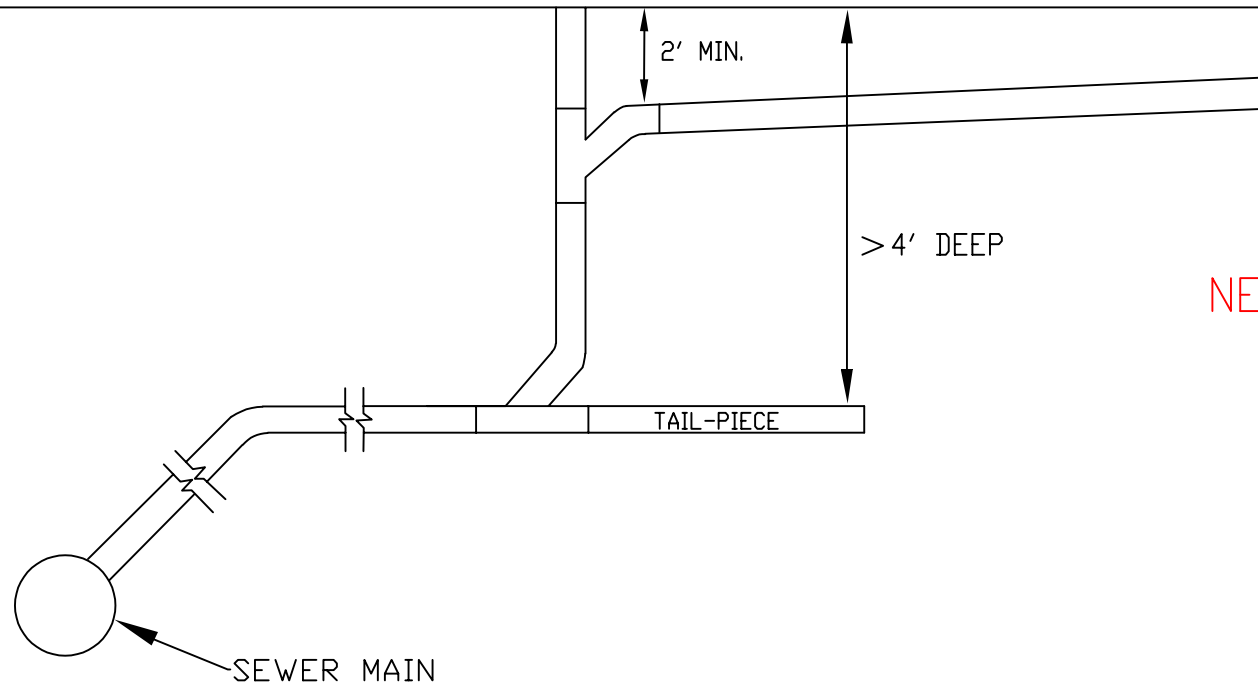
NOT TO SCALE

STANDARD

SS-5

# SEWER LATERAL STACK TIE-IN FOR USE ON INFILL DEVELOPEMENT ONLY

FINAL OR PROPOSED GRADE/ELEVATION MUST BE USED FOR MINIMUM AND MAXIMUM DEPTH REQUIREMENTS.



## NOTES :

- (1) PLUMBERS MAY TIE INTO THE LATERAL STACK ONLY IF TAIL-PIECE IS GREATER THAN 4' DEEP.
- (2) MUST USE A SWEEP TO TIE INTO THE LATERAL STACK (TEES NOT ALLOWED).
- (3) THE TIE-IN TO THE STACK MUST BE A MINIMUM OF 2' BELOW GRADE.

CITY OF SALISBURY, N.C. STANDARD DETAIL

DATE: TBD

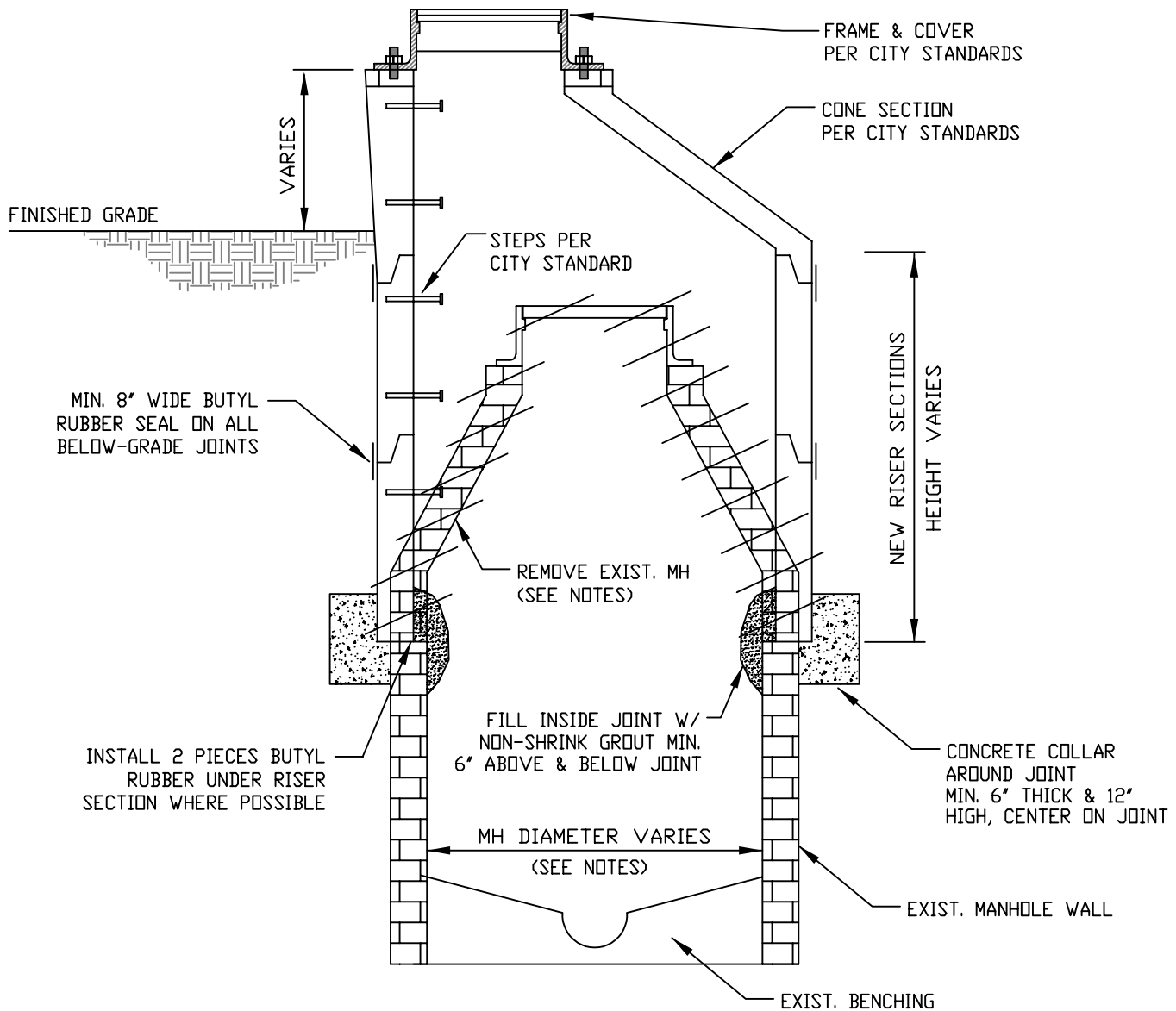
STANDARD DETAIL SEWER LATERAL STACK TIE-IN

NOT TO SCALE

STANDARD

SS-5A





**NOTES:**

1. ALL WORK AND MATERIALS TO BE IN ACCORDANCE WITH CITY STANDARD SPECIFICATIONS AND DETAILS.
2. CONTRACTOR TO DETERMINE DIAMETER OF EXISTING MANHOLE AND SELECT APPROPRIATE DIAMETER OF NEW RISER(S).
3. EXISTING MANHOLE WALLS SHALL BE REMOVED TO SOLID STRUCTURE (AT LEAST BELOW THE CONE OR CHIMNEY SECTION). LIMITS OF REMOVAL TO BE APPROVED BY ENGINEER.

CITY OF SALISBURY, N.C. STANDARD DETAIL

DATE: JULY 14, 2021  
AMENDED:

SEWER SYSTEMS  
MANHOLE REHABILITATION - TOP

NOT TO SCALE

STANDARD SS-12



# Construction Standards Appendices

Appendix A	City of Salisbury Water Sewer Maintenance Department Approved Products Manufacturers
Appendix B	Low Pressure Sewer Line Air Testing Specifications
Appendix C	Sewer Lift Station Specifications
Appendix D	Backflow Prevention & Cross-Connection Control Guidance Documents
Appendix E	FOG Control Program (Fat, Oil, Grease, and Wax)
Appendix F	Vehicle Service Facility Sewer Protection Measures Policy

# Appendix A

4-12-2018 - Revised July 2022

## City of Salisbury Water Sewer Maintenance Department Approved Product Manufacturers (Domestic Products Only)

- 1. Ductile Iron Pipe – Domestic, Pressure Class 350, AWWA C-151/ANSI A21.51, ANSI C-111/AWWA A21.11, AWWA C-150/ANSI A21.50:**
  - American Cast Iron Pipe Co.\*
  - Griffin Pipe\*
  - Tyler Pipe / Union Foundry\*
  - U S Pipe\*
  - Atlantic States\*
- 2. Ductile Iron Mechanical Joint Fittings – Domestic, Pressure Class 350, AWWA C-153/ANSI A21.53, AWWA C-111/ANSI A21.11, AWWA C-104/ANSIA A21.4:**
  - Griffin Pipe\*
  - Tyler Pipe / Union Foundry\*
  - U S Pipe\*
- 3. Gate Valves - Resilient Seated, NRS, (3” - 16”) 200 PSI Rating, (Open Left):**
  - American Flow Control Series 500 or 2500 (With Slotted Bolt Holes at 11:00 & 1:00 position Only)\*
  - Clow Series F-6100 (With Slotted Bolt Holes at 11:00 & 1:00 position Only)\*
  - Mueller Series 2360 (With Slotted Bolt Holes at 11:00 & 1:00 position)\*
- 4. Tapping Valves - Resilient Seated, NRS (4” - 16”) Flange x M.J. 200 PSI Rating, (Open Left):**
  - American Flow Control Series 500 or 2500 (No Slots on Flange side)\*
  - Clow F-6114 (No Slots on Flange side)\*
  - Mueller T-2360\*
- 5. Ductile Iron Tapping Sleeve - Two-Piece (4” through 12”) M.J. 200 PSI Rating:**
  - American Flow Control Series 2800 (No Slots on Tapping Flange side)\*
  - Mueller H-615 (No Slots on Tapping Flange side)\*
  - Tyler/Union\*
- 6. Cast Iron Valve Boxes - Two-Piece:**
  - Tyler Series 6855 Slip-Type with 5 1/4” Drop Lid\*
- 7. Fire Hydrants - 200 PSI minimum Rating, Grease Filled, Painted Silver, 6” M.J. Shoe, (2) 2-1/2” Hose & (1) 4-1/2” Pumper Nozzles (bronze) with NST Threads, 4-1/2” Main Valve Opening (Open Left), UL Listed & FM Approved:**
  - American Flow Control MK-73\*
  - Clow Medallion\*
  - Mueller Super Centurion\*
  - **East Jordan WaterMaster 4.5CD350\***

# Appendix A

4-12-2018 - Revised July 2022

## **8. Curb Stops - Full Port Ball Valve, (Brass with Padlock Wings):**

- Ford B11W & B41W\* No Lead
- McDonald 6101W & 6102W\* No Lead

## **9. Corporation Stops - Ball Valve, (3/4" – 1", Brass, AWWA/CC Thread Inlet x Copper Tube Compression Nut Outlet):**

- Ford FB1000G\* No Lead
- McDonald 4701BT\* No Lead
- Mueller B-25008\* No Lead

## **10. Corporation Stops - Ball Valve, (1-1/2" – 2", Brass, AWWA/CC Thread Inlet x Copper Tube Pack Nut Outlet):**

- Ford FB1000\* No Lead
- McDonald 4701B-22\* No Lead
- Mueller P-25008\* No Lead

## **11. Service Saddles for AC/CI/DI Pipe - (Stainless Steel Double Strap, Nylon Coated Ductile Iron Saddle):**

- Romac 202NS\*
- Smith-Blair 317\*

## **12. Service Saddles for PVC Pipe - (Brass):**

- Ford S70 & S90\*
- McDonald 3801, 3805, 3891 & 3895\*
- 

## **13. Copper Meter Setters:**

- Ford CS-VBEHC72-95157-05 for 3/4" Services\* No Lead
- McDonald 21U207WNTT33 for 3/4" Services\* No Lead
- Ford CS-VBEHC74-95319-03 for 1" Services\* No Lead
- McDonald 21U412WNTT44 for 1" Services\* No Lead
- Ford VBHH77-15HBHC-41-77 for 2" Services\* No Lead
- McDonald 26R715WD2F7754 for 2" Services\* No Lead

## **14. Copper Tubing:**

- Type "K" soft , ASTM B-88\*

## **15. Miscellaneous Brass Couplings:**

- Ford\* No Lead
- McDonald\* No Lead
- Mueller\* No Lead

# Appendix A

4-12-2018 - Revised July 2022

## **16. Meter Boxes:**

- DFW Plastics Inc. – DFW1324C-18-BODY with DFW Plastics Inc. – DFW1324C-1CF ORION-LID for 3/4” & 1” Services (meter box lids shall be plastic lids with recessed knockouts for cellular transmitters)\*
- DFW Plastics Inc. – DFW1730C-18-BODY with DFW Plastics Inc. – DFW1730C-1CF ORION-LID for 2” services (meter box lids shall be plastic lids with recessed knockouts for cellular transmitters)\*

## **17. Joint Restraint:**

- EBAA Megalug 1100 Series for DI/CI Pipe\*
- EBAA Megalug 2000PV Series for PVC Pipe\*
- Romac GripRing PVC/DI/CI Pipe\*
- UNI-FLANGE 1400 ( ”U” domestic) Seriesfor DI/CI Pipe\*
- UNI-FLANGE 1500 (”U” (domestic) Series for PVC Pipe\*

## **18. Cast Couplings, Straight & Transition:**

- Ford FC1 & FC2\*
- Romac 501\*
- Smith-Blair 441\*

## **19. Repair Clamps: (repair only – not approved for new construction)**

- Romac Stainless Steel SS1 & SS2\*
- Smith-Blair Stainless Steel 261 & 262\*

## **20. RP Backflows – University of Southern California Foundation for Cross-Connection Control & Hydraulic Research Approval:**

- Ames\*
- Cobraco\*
- Febco\*
- Wilkins\*

## **21. Sewer Manholes – Domestic, Gray Iron Castings Conform to ASTM-A48 Class 35B, Ductile Iron Casting Conform to ASTM-A536, NCDOT 840.54 Standard, Support H20 Wheel Load, Cover dimension of 23-1/2” x 1” thick across the top with a minimum weight of 125Lbs. Marked “Sanitary Sewer”. Frame dimension of 7-1/2” tall x 33-1/4” across the bottom with a minimum weight of 189Lbs:**

- East Jordan Iron Works V-1384-1\*
- U.S. Foundry 669KL\*

## **22. PVC Pipe & Fittings – Pressure Rated Water Distribution, ASTM D-1784, ASTM D-2241:**

- 2” – SDR 13.5, Class 315\*
- 6” – 12” AWWA C900 – DR14, Class 200\*

# Appendix A

4-12-2018 - Revised July 2022

## **23. Muncipex® (Pex “A”) or Approved Equal (sizes 3/4”, 1”, and 2”) \***

- Approved for limited use due to the unique testing requirements – see City of Salisbury Uniform Constructions Section II, Part 2 Water, Section 2.04

## **24. PVC Pipe & Fittings – Gravity Sewer, ASTM D-3034, ASTM F-679, ASTM D-2665 (Charlotte Pipe, North American, or approved equal):**

- 4” – 30” SDR-35\*
- 4” – 6” SCH 40 NSF-DW\*

## **25. PVC Pipe & Fittings – Gravity Sewer, ASTM D-3034, F-477 (North American Pipe or approved equal):**

- 8” – 12” SDR-26\* - subject to approval of SRU Management.

## **26. Sewer Transition Couplings – (repair only – not allowed on new construction):**

- Fernco Strong Back – RC Coupling Series\*
- Mission Rubber Company, Flex –Seal ARC MR Series Couplings

## **27. Sewer Wyes:**

- Saddle Wye – Contech PFSP & PFTP style\*
- Adapter – Harco 35-4004 (4”) & 35-4006 (6”) Plastic Trends P1213 (4”) P1215 (6”)\*
- Wye - Lasco, Charlotte Pipe, Spears, or approved equal\*

\*Note: Some manufacturers are producing both domestic and import materials. In some instances the part numbers may be the same or have just a letter or number difference (example – the Ford Uni-Flange 1400 series joint restraint – a “U” has been added to the part number for USA made). **Only the domestic manufactured materials will be accepted.** Suppliers and contractors should verify the materials are domestically manufactured before installation. Shop drawings are required to be submitted and approved prior to the start of construction.

# City of Salisbury Construction Standards

## Appendix F



### VEHICLE SERVICE FACILITY SEWER PROTECTION MEASURES POLICY

#### A. General Requirements

Sewer users that service (maintain, repair, or wash) cars, trucks, and other vehicles have the potential to discharge to the City of Salisbury sanitary sewer system petroleum, oil, grease, sand, flammable waste, or other substances that should be prevented from entering the sanitary sewer system. The City of Salisbury Utilities Department (also called Salisbury-Rowan Utilities or SRU) director has determined that in order for a vehicle service sewer user ("VSSU") facility to comply with the Salisbury Code of Ordinances<sup>1</sup> a VSSU must properly install, operate, and maintain appropriate sewer protection measures, including, for example, an oil/water separator, a grit interceptor, and stormwater exclusion measures.

As with other sewer use policies, this policy applies inside and outside the city limits and to municipal sewer users as well as non-municipal users.

#### B. VSSU Minimum Sewer Protection Measures

SRU will generally approve a VSSU's sewer protection measures if the VSSU meets all of the following minimum requirements:

- 1) The VSSU is designed, constructed, operated, and maintained so that:
  - a) Any wastewater from the area where vehicle service occurs is treated by an oil/water separator before it enters the sanitary sewer; and
  - b) Any wastewater from vehicle washing is treated first by a grit interceptor and then by an oil/water separator before it enters the sanitary sewer; and
  - c) Stormwater is excluded from the area where vehicle service occurs (e.g., the vehicle service area is located inside a building or is under a canopy and graded to prevent stormwater entry) and is excluded from wastewater the VSSU discharges to the sanitary sewer.
- 2) The VSSU's oil/water separator and grit interceptor (if required) must comply in all respects with the North Carolina Plumbing Code (including, but not limited to Chapter 10 Sections 1003.4 through 1003.5) and allow for reasonable access for inspection and maintenance.
- 3) SRU has not identified deficiencies that could interfere with effective, reliable performance of the sewer protection measures.

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<sup>1</sup> Ordinances related as of January 22, 2022 to this policy include, but are not limited to Salisbury Code of Ordinances Chapter 25 at Article IV Sections 25-87(f), 25-88, 25-89(f), at Article V Sections 25-110, 25-114, and at Article VIII Sections 25-201(c)(1), 25-201(d), 25-202(a)(2)(m), 25-202(i)(2-3), 25-204(a), 25-206(b) and 25-208.

### **C. Maintenance Requirements**

- 1) All oil/water separators and grit interceptors shall be maintained at the owner's expense so as to be in continuously effective operation.
- 2) Oil/water separators shall be pumped out at least annually.
- 3) Pumping and cleaning of oil/water separators shall include the complete removal of all contents, including floatable materials, wastewater, solids, and sludge and must comply with the requirements and procedures administered by the North Carolina Division of Waste Management and all other applicable requirements. All waste removed from each oil/water separator and grit interceptor shall be properly and lawfully removed, transported, and disposed of at a facility permitted by the North Carolina Division of Waste Management to receive such waste.
- 4) Wastewater, grease, grit, and other materials removed in any manner from sewer protection measures shall not be discharged directly or indirectly into the sanitary sewer or placed back into a sewer protection measure.
- 5) Best management practices shall be implemented for disposal of grease, oils, solids, and sludge from oil/water separators and grit interceptors.

### **D. Inspections, Recordkeeping and Reporting**

- 1) A VSSU must maintain records of the dates and manner of inspection, maintenance, and repair of its approved sewer protection measures and the dates and manner of lawful disposal of all wastewater, grease, oil, grit, and other substances removed from the device(s). The records shall be kept on site for a minimum of three (3) years and made available to SRU upon request.
- 2) A VSSU must cooperate with SRU inspections of the VSSU's sewer protection measures.
- 3) A VSSU must immediately notify SRU if a sewer protection measure is out of service or not operational for any period of time for maintenance (repair or replacement) or for any other reason.

### **E. Enforcement**

Careful compliance with the provisions of this policy can help ensure that a VSSU is not subject to enforcement action for violation of the Salisbury Code of Ordinances. For enforcement provisions see, for example, Salisbury Code of Ordinances Section 25-208.



# Salisbury City Council Agenda Item Request Form



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

Requested Council Meeting Date: July 19, 2022

Name of Group(s) or Individual(s) Making Request: Staff

Name of Presenter(s):

**Requested Agenda Item:** Council to consider entering into funding agreements for allocation of special project funds.

**Description of Requested Agenda Item:** Funding agreements have been established for special project funds allocated to the Community Development Corporation, Rufty-Holmes Senior Center, Horizons Unlimited and Rowan Arts Council. Following approval, funds for these special project non-profits will be paid on a quarterly basis.

**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 entering into funding agreements for the allocation of special project funds.

. 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\*\*\***

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

☐ **Approved**

☐ **Delayed**

☐ **Declined**

## FUNDING AGREEMENT

This funding agreement (the "Agreement") is made and entered into this \_\_\_\_ day of July 2022, by and between the **City of Salisbury**, a North Carolina municipal corporation (the "**City**"), and **Salisbury Community Development Corporation** (the "**Agency**") (collectively, the "Parties").

For and in consideration of the mutual promises set forth in the Agreement, the parties do mutually agree as follows:

### 1. Acknowledgments.

- a. The Agency has requested funding from the City to carry out one or more of its programs.
- b. The City has reviewed the Agency's request for funding and has determined that funding the program(s) in the amount set forth in this Agreement serves a public purpose and is in the best interest of the citizens of the City.
- c. The Parties desire to enter into this Agreement to memorialize their understanding related to the funding and the programming.

### 2. Obligations of Agency.

- a. Services. Under this Agreement, the Agency shall perform the following neighborhood revitalization work in areas identified by the City and for residents or properties meeting the criteria established by the Agency and the City (the "Services"). Agency shall, at its own sole cost and expense, perform and provide all the labor, services, materials, equipment, supplies, plans, and equipment necessary to complete the Services within the time specified and in accordance with the terms, conditions, and provisions of this Agreement.
- b. Annual report and inspection. The Agency shall provide to the City an annual written report of all Services performed pursuant to this Agreement. At the request of the City, the Agency shall make an oral presentation to the City Manager or to the City Council on the Services performed pursuant to this Agreement. In addition, the City reserves the right to inspect the Services performed under this Agreement at reasonable times and with reasonable frequency.
- c. Qualifications of Agency. Agency, and all agents or employees of Agency who will provide services under this Agreement, shall be fully qualified, possess any requisite licenses, and otherwise be legally entitled to perform the services provided, and shall exercise the skill and care customarily exercised by duly licensed and qualified agencies of the same or similar services.
- d. Records Maintenance. Agency shall maintain written documentation of any services provided, including any required documentation meeting the requirements of applicable federal, state, and local laws and regulations.

### 3. Obligations of the City.

- a. Funding. The City agrees to fund Agency in the amount of **\$77,500.00** ("Funding Amount") in accordance with this paragraph. The Funding Amount represents the following: **\$25,000.00** as salary support for employees performing work for the Agency for the benefit of the City ("Salary Support"); and **\$52,500.00** for administrative fees related to neighborhood revitalization ("Administrative Fees").
  - b. Terms and Method of Payment.
    - i. Salary Support. The City will make quarterly payments representing one-fourth (1/4 or 25%) of the total Salary Support after the City receives necessary documentation from the Agency. In the discretion of the City, the Agency shall submit copies of paid invoices, receipts, or other documentation reasonably required by the City prior to receiving any payment.
    - ii. Administrative Fees. From the Administrative Fees portion of the Funding Amount, the City agrees to pay, upon receipt of an invoice or other documentation reasonably requested by the City, fifteen percent (15%) as administrative fees for neighborhood revitalization worked performed on behalf of the City. In no event shall the total amount of Administrative Fees paid pursuant to this Agreement exceed \$52,500.00.
4. Term. The Services will be provided from the date this Agreement is entered into until June 30, 2023, unless sooner terminated as herein provided.
5. Termination. If the Agency fails to perform its obligations under this Agreement or if the Agency violates any provision of this Agreement, the City may immediately terminate this Agreement by giving written notice of termination to the Agency. The agency shall refund to the City on a prorated basis any payment made prior to termination. In addition, the City may terminate this Agreement at any time at its complete discretion upon thirty (30) calendar days' notice in writing from the City to the Agency prior to the date of termination. In the event of termination, all finished or unfinished documents and other materials produced by Agency pursuant to this Agreement shall, at the request of the City, be turned over to it and become its property.
6. Agreement Funding. It is understood and agreed between Agency and the City that the City's payment obligation under this Agreement is contingent upon the availability of appropriated funds from which payment for Agreement purposes can be made.
7. Taxes. Agency shall pay all federal, state and FICA taxes for all employees participating in the provision of services under this Agreement.
8. Monitoring and Auditing. Agency shall cooperate with the City, or with any other person or agency as directed by the City, in monitoring, auditing, or investigating activities related to this Agreement. Agency shall permit the City to evaluate all activities conducted under this Agreement as dictated by the City. Agency shall provide auditors retained by the City with access to any records and files related

to the provision of services under this Agreement. The City agrees that its auditors will maintain the confidentiality of any identified and actual trade secrets of Agency accessed during an audit conducted under this Agreement.

9. Compliance with Applicable Laws. Agency shall comply with all applicable laws and regulations in providing services under this Agreement. In particular, Agency represents that it is authorized by federal law to work in the United States. Agency represents and warrants that it is aware of and in compliance with the Immigration Reform and Control Act and North Carolina law (Article 2 of Chapter 64 of the North Carolina General Statutes) requiring use of the E-Verify system for employers who employ twenty-five (25) or more employees and that it is and will remain in compliance with these laws at all times while providing services pursuant to this Agreement. Agency is responsible for compliance with the Affordable Care Act and accompanying IRS and Treasury Department regulations.
10. Indemnification. To the maximum extent allowed by law, Agency shall indemnify and hold harmless the City and its agents and employees from and against all claims, actions, demands, costs, damages, losses, and/or expenses of any kind whatsoever proximately resulting from the omission or commission of any act, lawful or unlawful, by Agency or its agents and/or employees, including but not limited to court costs and attorney's fees, incurred in connection with the defense of said matters. The parties agree that this indemnification clause is an "evidence of indebtedness" for purpose of N. C. Gen. Stat. § 6-21.2.
11. Relationship of Parties. Agency shall be an independent contractor of the City, and nothing herein shall be construed as creating a partnership or joint venture; nor shall any employee of Agency be construed as an employee, agent, or principal of the City.
12. Restricted Companies List. Agency represents that as of the date of this Agreement, Agency is not included on the Final Divestment List created by the North Carolina State Treasurer pursuant to N.C. Gen. Stat. § 147-86.58. Agency also represents that as of the date of this Agreement, Agency is not included on the list of restricted companies determined to be engaged in a boycott of Israel created by the North Carolina State Treasurer pursuant to N.C. Gen. Stat. § 147-86.81.
13. Nondiscrimination. By signing this Agreement, Agency, for itself, its agents, officials, and employees, certifies that it does not and will not discriminate in any manner on the basis of race, color, national origin, ethnicity, religion, creed, age, disability, sex, sexual orientation, gender identity or expression, pregnancy, marital or familial status, National Guard or veteran status, or any other status protected by federal, state, or local law, in its employment or business practices, and with respect to the subject matter of this Agreement, except where such actions are otherwise excepted from or allowed by federal nondiscrimination law, including, but not limited to, Title VII of the Civil Rights Act of 1964. The Agency further agrees to comply with the provisions and intent of City of Salisbury Ordinance No. 2021-52. That Ordinance is incorporated into this Agreement for the benefit of the City of Salisbury and its residents. To ensure compliance with this provision, Agency

further agrees that it will promptly respond to reasonable requests for information from the City. Failure to respond to requests for information or failure comply with the requirements of this provision shall constitute a breach of the Agreement. This provision shall be binding on the successors and assigns of the Agency with reference to the subject matter of this Agreement.

14. Conflicts of interest. By signing this Agreement, the Parties acknowledge that they are in compliance with their own Conflicts of Interest policies and with other applicable law related to conflicts of interest, including but not limited to G.S. § 14-234.3.
15. No assignment. Agency shall not assign, subcontract, or otherwise transfer any interest in this Agreement without the prior written approval of the City.
16. Amendments in writing. This Agreement may be amended only in writing and signed by both parties.
17. Governing law. North Carolina law will govern the interpretation and construction of the Agreement.
18. Entire agreement. This Agreement, including the purchase order, if any, used in connection herewith and any other document(s) expressly incorporated by reference as a part of this Agreement, constitutes and expresses the entire agreement and understanding between the parties concerning its subject matter. This Agreement supersedes all prior and contemporaneous discussions, promises, representations, agreements and understandings relative to the subject matter of this Agreement. To the extent there may be any conflict between the four corners of this Agreement and other documents incorporated by reference herein, the terms of this Agreement will control.
19. Severability. If any provision of this Agreement shall be declared invalid or unenforceable, the remainder of the Agreement shall continue in full force and effect.
20. Counterparts and execution. This Agreement may be executed in any number of counterparts, each of which will be deemed an original but all of which together will constitute one and the same instrument. The Parties agree that computer scanned and/or faxed signatures or copies of this Agreement will have the same validity and force as an "original."
21. Authority to Enter Agreement. The person(s) executing this Agreement on behalf of Agency have authority to do so as an official, binding act of Agency.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the day and year first indicated above.

**CITY OF SALISBURY**

**AGENCY**

**BY:** \_\_\_\_\_

\_\_\_\_\_

**TITLE:** \_\_\_\_\_

\_\_\_\_\_

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

\_\_\_\_\_

This instrument has been preaudited in  
the manner required by the Local  
Government Budget and Fiscal Control Act.

\_\_\_\_\_

## FUNDING AGREEMENT

This funding agreement (the "Agreement") is made and entered into this \_\_\_\_ day of July 2022, by and between the **City of Salisbury**, a North Carolina municipal corporation (the "**City**"), and **Ruffy-Holmes Senior Center, Inc.** (the "**Agency**") (collectively, the "Parties").

For and in consideration of the mutual promises set forth in the Agreement, the parties do mutually agree as follows:

1. Acknowledgments.

- a. The Agency has requested funding from the City to carry out one or more of its programs.
- b. The City has reviewed the Agency's request for funding and has determined that funding the program(s) in the amount set forth in this Agreement serves a public purpose and is in the best interest of the citizens of the City.
- c. The Parties desire to enter into this Agreement to memorialize their understanding related to the funding and the programming.

2. Obligations of Agency.

- a. Services. Under this Agreement, the Agency shall perform the following programming: services to older citizens, including but not limited to, fitness and wellness programming, transportation to medical appointments, assistance with minor home repairs and utility assistance, family caregiver financial support, access to services and resources of Tax-aide, Medicare insurance counseling, legal aid, nutrition assistance, and socialization to reduce isolation and loneliness, as more particularly set forth in the Agency's request letter to the City dated March 15, 2022, which is incorporated into this Agreement by reference (the "Services"). Agency shall, at its own sole cost and expense, perform and provide all the labor, services, materials, equipment, supplies, plans, and equipment necessary to complete the Services within the time specified and in accordance with the terms, conditions, and provisions of this Agreement.
- b. Annual report and inspection. The Agency shall provide to the City an annual written report of all Services performed pursuant to this Agreement. At the request of the City, the Agency shall make an oral presentation to the City Manager or to the City Council on the Services performed pursuant to this Agreement. In addition, the City reserves the right to inspect the Services performed under this Agreement at reasonable times and with reasonable frequency.
- c. Qualifications of Agency. Agency, and all agents or employees of Agency who will provide services under this Agreement, shall be fully qualified, possess any requisite licenses, and otherwise be legally entitled to perform the services provided, and shall exercise the skill and care customarily exercised by duly licensed and qualified agencies of the same or similar services.



- d. Records Maintenance. Agency shall maintain written documentation of any services provided, including any required documentation meeting the requirements of applicable federal, state, and local laws and regulations.
3. Obligations of the City.
  - a. Funding. The City agrees to fund Agency in the amount of **\$63,000.00** ("Funding Amount") in accordance with this paragraph.
  - b. Terms and Method of Payment. The City will make quarterly payments representing one-fourth (1/4 or 25%) of the total Funding Amount after the City receives necessary documentation from the. In the discretion of the City, the Agency shall submit copies of paid invoices, receipts, or other documentation reasonably required by the City prior to receiving any payment.
4. Term. The Services will be provided from the date this Agreement is entered into until June 30, 2023, unless sooner terminated as herein provided.
5. Termination. If the Agency fails to perform its obligations under this Agreement or if the Agency violates any provision of this Agreement, the City may immediately terminate this Agreement by giving written notice of termination to the Agency. The agency shall refund to the City on a prorated basis any payment made prior to termination. In addition, the City may terminate this Agreement at any time at its complete discretion upon thirty (30) calendar days' notice in writing from the City to the Agency prior to the date of termination. In the event of termination, all finished or unfinished documents and other materials produced by Agency pursuant to this Agreement shall, at the request of the City, be turned over to it and become its property.
6. Agreement Funding. It is understood and agreed between Agency and the City that the City's payment obligation under this Agreement is contingent upon the availability of appropriated funds from which payment for Agreement purposes can be made.
7. Taxes. Agency shall pay all federal, state and FICA taxes for all employees participating in the provision of services under this Agreement.
8. Monitoring and Auditing. Agency shall cooperate with the City, or with any other person or agency as directed by the City, in monitoring, auditing, or investigating activities related to this Agreement. Agency shall permit the City to evaluate all activities conducted under this Agreement as dictated by the City. Agency shall provide auditors retained by the City with access to any records and files related to the provision of services under this Agreement. The City agrees that its auditors will maintain the confidentiality of any identified and actual trade secrets of Agency accessed during an audit conducted under this Agreement.
9. Compliance with Applicable Laws. Agency shall comply with all applicable laws and regulations in providing services under this Agreement. In particular, Agency represents that it is authorized by federal law to work in the United States. Agency represents and warrants that it is aware of and in compliance with the Immigration Reform and Control Act and North Carolina law (Article 2 of Chapter 64 of the

North Carolina General Statutes) requiring use of the E-Verify system for employers who employ twenty-five (25) or more employees and that it is and will remain in compliance with these laws at all times while providing services pursuant to this Agreement. Agency is responsible for compliance with the Affordable Care Act and accompanying IRS and Treasury Department regulations.

10. Indemnification. To the maximum extent allowed by law, Agency shall indemnify and hold harmless the City and its agents and employees from and against all claims, actions, demands, costs, damages, losses, and/or expenses of any kind whatsoever proximately resulting from the omission or commission of any act, lawful or unlawful, by Agency or its agents and/or employees, including but not limited to court costs and attorney's fees, incurred in connection with the defense of said matters. The parties agree that this indemnification clause is an "evidence of indebtedness" for purpose of N. C. Gen. Stat. § 6-21.2.
11. Relationship of Parties. Agency shall be an independent contractor of the City, and nothing herein shall be construed as creating a partnership or joint venture; nor shall any employee of Agency be construed as an employee, agent, or principal of the City.
12. Restricted Companies List. Agency represents that as of the date of this Agreement, Agency is not included on the Final Divestment List created by the North Carolina State Treasurer pursuant to N.C. Gen. Stat. § 147-86.58. Agency also represents that as of the date of this Agreement, Agency is not included on the list of restricted companies determined to be engaged in a boycott of Israel created by the North Carolina State Treasurer pursuant to N.C. Gen. Stat. § 147-86.81.
13. Nondiscrimination. By signing this Agreement, Agency, for itself, its agents, officials, and employees, certifies that it does not and will not discriminate in any manner on the basis of race, color, national origin, ethnicity, religion, creed, age, disability, sex, sexual orientation, gender identity or expression, pregnancy, marital or familial status, National Guard or veteran status, or any other status protected by federal, state, or local law, in its employment or business practices, and with respect to the subject matter of this Agreement, except where such actions are otherwise excepted from or allowed by federal nondiscrimination law, including, but not limited to, Title VII of the Civil Rights Act of 1964. The Agency further agrees to comply with the provisions and intent of City of Salisbury Ordinance No. 2021-52. That Ordinance is incorporated into this Agreement for the benefit of the City of Salisbury and its residents. To ensure compliance with this provision, Agency further agrees that it will promptly respond to reasonable requests for information from the City. Failure to respond to requests for information or failure comply with the requirements of this provision shall constitute a breach of the Agreement. This provision shall be binding on the successors and assigns of the Agency with reference to the subject matter of this Agreement.
14. Conflicts of interest. By signing this Agreement, the Parties acknowledge that they are in compliance with their own Conflicts of Interest policies and with other

applicable law related to conflicts of interest, including but not limited to G.S. § 14-234.3.

15. No assignment. Agency shall not assign, subcontract, or otherwise transfer any interest in this Agreement without the prior written approval of the City.
16. Amendments in writing. This Agreement may be amended only in writing and signed by both parties.
17. Governing law. North Carolina law will govern the interpretation and construction of the Agreement.
18. Entire agreement. This Agreement, including the purchase order, if any, used in connection herewith and any other document(s) expressly incorporated by reference as a part of this Agreement, constitutes and expresses the entire agreement and understanding between the parties concerning its subject matter. This Agreement supersedes all prior and contemporaneous discussions, promises, representations, agreements and understandings relative to the subject matter of this Agreement. To the extent there may be any conflict between the four corners of this Agreement and other documents incorporated by reference herein, the terms of this Agreement will control.
19. Severability. If any provision of this Agreement shall be declared invalid or unenforceable, the remainder of the Agreement shall continue in full force and effect.
20. Counterparts and execution. This Agreement may be executed in any number of counterparts, each of which will be deemed an original but all of which together will constitute one and the same instrument. The Parties agree that computer scanned and/or faxed signatures or copies of this Agreement will have the same validity and force as an "original."
21. Authority to Enter Agreement. The person(s) executing this Agreement on behalf of Agency have authority to do so as an official, binding act of Agency.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the day and year first indicated above.

**CITY OF SALISBURY**

**AGENCY**

**BY:** \_\_\_\_\_

\_\_\_\_\_

**TITLE:** \_\_\_\_\_

\_\_\_\_\_

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

\_\_\_\_\_

This instrument has been preaudited in  
the manner required by the Local  
Government Budget and Fiscal Control Act.

\_\_\_\_\_

## FUNDING AGREEMENT

This funding agreement (the "Agreement") is made and entered into this \_\_\_\_ day of July 2022, by and between the **City of Salisbury**, a North Carolina municipal corporation (the "**City**"), and **Horizons Unlimited**, a department of the **Rowan-Salisbury Board of Education**, a body politic and corporate (the "**Agency**") (collectively, the "Parties").

For and in consideration of the mutual promises set forth in the Agreement, the parties do mutually agree as follows:

1. Acknowledgments.

- a. The Agency has requested funding from the City to carry out one or more of its programs.
- b. The City has reviewed the Agency's request for funding and has determined that funding the program(s) in the amount set forth in this Agreement serves a public purpose and is in the best interest of the citizens of the City.
- c. The Parties desire to enter into this Agreement to memorialize their understanding related to the funding and the programming.

2. Obligations of Agency.

- a. Services. Under this Agreement, the Agency shall perform the following programming: science education programming for students of the Rowan-Salisbury School System at the Horizons Unlimited facility in Salisbury, as more particularly set forth in the Agency's request letter to the City for 2022-2023, which is incorporated into this Agreement by reference (the "Services"). Agency shall, at its own sole cost and expense, perform and provide all the labor, services, materials, equipment, supplies, plans, and equipment necessary to complete the Services within the time specified and in accordance with the terms, conditions, and provisions of this Agreement.
- b. Annual report and inspection. The Agency shall provide to the City an annual written report of all Services performed pursuant to this Agreement. At the request of the City, the Agency shall make an oral presentation to the City Manager or to the City Council on the Services performed pursuant to this Agreement. In addition, the City reserves the right to inspect the Services performed under this Agreement at reasonable times and with reasonable frequency.
- c. Qualifications of Agency. Agency, and all agents or employees of Agency who will provide services under this Agreement, shall be fully qualified, possess any requisite licenses, and otherwise be legally entitled to perform the services provided, and shall exercise the skill and care customarily exercised by duly licensed and qualified agencies of the same or similar services.

- d. Records Maintenance. Agency shall maintain written documentation of any services provided, including any required documentation meeting the requirements of applicable federal, state, and local laws and regulations.
3. Obligations of the City.
  - a. Funding. The City agrees to fund Agency in the amount of **\$40,000.00** ("Funding Amount") as set forth in this paragraph.
  - b. Terms and Method of Payment. The City will make quarterly payments representing one-fourth (1/4 or 25%) of the total Funding Amount after the City receives necessary documentation from the Agency. In the discretion of the City, the Agency shall submit copies of paid invoices, receipts, or other documentation reasonably required by the City prior to receiving any payment.
4. Term. The Services will be provided from the date this Agreement is entered into until June 30, 2023, unless sooner terminated as herein provided.
5. Termination. If the Agency fails to perform its obligations under this Agreement or if the Agency violates any provision of this Agreement, the City may immediately terminate this Agreement by giving written notice of termination to the Agency. The agency shall refund to the City on a prorated basis any payment made prior to termination. In addition, the City may terminate this Agreement at any time at its complete discretion upon thirty (30) calendar days' notice in writing from the City to the Agency prior to the date of termination. In the event of termination, all finished or unfinished documents and other materials produced by Agency pursuant to this Agreement shall, at the request of the City, be turned over to it and become its property.
6. Agreement Funding. It is understood and agreed between Agency and the City that the City's payment obligation under this Agreement is contingent upon the availability of appropriated funds from which payment for Agreement purposes can be made.
7. Taxes. Agency shall pay all federal, state and FICA taxes for all employees participating in the provision of services under this Agreement.
8. Monitoring and Auditing. Agency shall cooperate with the City, or with any other person or agency as directed by the City, in monitoring, auditing, or investigating activities related to this Agreement. Agency shall permit the City to evaluate all activities conducted under this Agreement as dictated by the City. Agency shall provide auditors retained by the City with access to any records and files related to the provision of services under this Agreement. The City agrees that its auditors will maintain the confidentiality of any identified and actual trade secrets of Agency accessed during an audit conducted under this Agreement.
9. Compliance with Applicable Laws. Agency shall comply with all applicable laws and regulations in providing services under this Agreement. In particular, Agency represents that it is authorized by federal law to work in the United States. Agency represents and warrants that it is aware of and in compliance with the Immigration Reform and Control Act and North Carolina law (Article 2 of Chapter 64 of the

North Carolina General Statutes) requiring use of the E-Verify system for employers who employ twenty-five (25) or more employees and that it is and will remain in compliance with these laws at all times while providing services pursuant to this Agreement. Agency is responsible for compliance with the Affordable Care Act and accompanying IRS and Treasury Department regulations.

10. Relationship of Parties. Agency shall be an independent contractor of the City, and nothing herein shall be construed as creating a partnership or joint venture; nor shall any employee of Agency be construed as an employee, agent, or principal of the City.
11. Restricted Companies List. Agency represents that as of the date of this Agreement, Agency is not included on the Final Divestment List created by the North Carolina State Treasurer pursuant to N.C. Gen. Stat. § 147-86.58. Agency also represents that as of the date of this Agreement, Agency is not included on the list of restricted companies determined to be engaged in a boycott of Israel created by the North Carolina State Treasurer pursuant to N.C. Gen. Stat. § 147-86.81.
12. Nondiscrimination. By signing this Agreement, Agency, for itself, its agents, officials, and employees, certifies that it does not and will not discriminate in any manner on the basis of race, color, national origin, ethnicity, religion, creed, age, disability, sex, sexual orientation, gender identity or expression, pregnancy, marital or familial status, National Guard or veteran status, or any other status protected by federal, state, or local law, in its employment or business practices, and with respect to the subject matter of this Agreement, except where such actions are otherwise excepted from or allowed by federal nondiscrimination law, including, but not limited to, Title VII of the Civil Rights Act of 1964. The Agency further agrees to comply with the provisions and intent of City of Salisbury Ordinance No. 2021-52. That Ordinance is incorporated into this Agreement for the benefit of the City of Salisbury and its residents. To ensure compliance with this provision, Agency further agrees that it will promptly respond to reasonable requests for information from the City. Failure to respond to requests for information or failure to comply with the requirements of this provision shall constitute a breach of the Agreement. This provision shall be binding on the successors and assigns of the Agency with reference to the subject matter of this Agreement.
13. Conflicts of interest. By signing this Agreement, the Parties acknowledge that they are in compliance with their own Conflicts of Interest policies and with other applicable law related to conflicts of interest, including but not limited to G.S. § 14-234.3.
14. No assignment. Agency shall not assign, subcontract, or otherwise transfer any interest in this Agreement without the prior written approval of the City.
15. Amendments in writing. This Agreement may be amended only in writing and signed by both parties.
16. Governing law. North Carolina law will govern the interpretation and construction of the Agreement.

17. Entire agreement. This Agreement, including the purchase order, if any, used in connection herewith and any other document(s) expressly incorporated by reference as a part of this Agreement, constitutes and expresses the entire agreement and understanding between the parties concerning its subject matter. This Agreement supersedes all prior and contemporaneous discussions, promises, representations, agreements and understandings relative to the subject matter of this Agreement. To the extent there may be any conflict between the four corners of this Agreement and other documents incorporated by reference herein, the terms of this Agreement will control.
18. Severability. If any provision of this Agreement shall be declared invalid or unenforceable, the remainder of the Agreement shall continue in full force and effect.
19. Counterparts and execution. This Agreement may be executed in any number of counterparts, each of which will be deemed an original but all of which together will constitute one and the same instrument. The Parties agree that computer scanned and/or faxed signatures or copies of this Agreement will have the same validity and force as an "original."
20. Authority to Enter Agreement. The person(s) executing this Agreement on behalf of Agency have authority to do so as an official, binding act of Agency.



IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the day and year first indicated above.

**CITY OF SALISBURY**

**AGENCY**

**BY:** \_\_\_\_\_

\_\_\_\_\_

**TITLE:** \_\_\_\_\_

\_\_\_\_\_

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

\_\_\_\_\_

This instrument has been preaudited in  
the manner required by the Local  
Government Budget and Fiscal Control Act.

\_\_\_\_\_

## FUNDING AGREEMENT

This funding agreement (the "Agreement") is made and entered into this \_\_\_\_ day of July 2022, by and between the **City of Salisbury**, a North Carolina municipal corporation (the "**City**"), and **Rowan Arts Council, Inc.** (the "**Agency**") (collectively, the "Parties").

For and in consideration of the mutual promises set forth in the Agreement, the parties do mutually agree as follows:

1. Acknowledgments.

- a. The Agency has requested funding from the City to carry out one or more of its programs.
- b. The City has reviewed the Agency's request for funding and has determined that funding the program(s) in the amount set forth in this Agreement serves a public purpose and is in the best interest of the citizens of the City.
- c. The Parties desire to enter into this Agreement to memorialize their understanding related to the funding and the programming.

2. Obligations of Agency.

- a. Services. Under this Agreement, the Agency shall perform the following programming: arts programming and education through the Agency and through its sub-grantee organizations (Waterworks Visual Art Center, Piedmont Players Theatre, Salisbury Symphony, and Lee Street Theatre), as more particularly set forth in the Agency's request letter to the City dated March 18, 2022, which is incorporated into this Agreement by reference (the "Services"). Agency shall, at its own sole cost and expense, perform and provide all the labor, services, materials, equipment, supplies, plans, and equipment necessary to complete the Services within the time specified and in accordance with the terms, conditions, and provisions of this Agreement.
- b. Annual report and inspection. The Agency shall provide to the City an annual written report of all Services performed pursuant to this Agreement. At the request of the City, the Agency shall make an oral presentation to the City Manager or to the City Council on the Services performed pursuant to this Agreement. In addition, the City reserves the right to inspect the Services performed under this Agreement at reasonable times and with reasonable frequency.
- c. Qualifications of Agency. Agency, and all agents or employees of Agency who will provide services under this Agreement, shall be fully qualified, possess any requisite licenses, and otherwise be legally entitled to perform the services provided, and shall exercise the skill and care customarily exercised by duly licensed and qualified agencies of the same or similar services.

- d. Records Maintenance. Agency shall maintain written documentation of any services provided, including any required documentation meeting the requirements of applicable federal, state, and local laws and regulations.
3. Obligations of the City.
  - a. Funding. The City agrees to fund Agency in the amount of **\$56,250.00** ("Funding Amount") in accordance with this paragraph.
  - b. Terms and Method of Payment. The City will make quarterly payments representing one-fourth (1/4 or 25%) of the total Funding Amount after the City receives necessary documentation from the Agency. In the discretion of the City, the Agency shall submit copies of paid invoices, receipts, or other documentation reasonably required by the City prior to receiving any payment.
4. Term. The Services will be provided from the date this Agreement is entered into until June 30, 2023, unless sooner terminated as herein provided.
5. Termination. If the Agency fails to perform its obligations under this Agreement or if the Agency violates any provision of this Agreement, the City may immediately terminate this Agreement by giving written notice of termination to the Agency. The agency shall refund to the City on a prorated basis any payment made prior to termination. In addition, the City may terminate this Agreement at any time at its complete discretion upon thirty (30) calendar days' notice in writing from the City to the Agency prior to the date of termination. In the event of termination, all finished or unfinished documents and other materials produced by Agency pursuant to this Agreement shall, at the request of the City, be turned over to it and become its property.
6. Agreement Funding. It is understood and agreed between Agency and the City that the City's payment obligation under this Agreement is contingent upon the availability of appropriated funds from which payment for Agreement purposes can be made.
7. Taxes. Agency shall pay all federal, state and FICA taxes for all employees participating in the provision of services under this Agreement.
8. Monitoring and Auditing. Agency shall cooperate with the City, or with any other person or agency as directed by the City, in monitoring, auditing, or investigating activities related to this Agreement. Agency shall permit the City to evaluate all activities conducted under this Agreement as dictated by the City. Agency shall provide auditors retained by the City with access to any records and files related to the provision of services under this Agreement. The City agrees that its auditors will maintain the confidentiality of any identified and actual trade secrets of Agency accessed during an audit conducted under this Agreement.
9. Compliance with Applicable Laws. Agency shall comply with all applicable laws and regulations in providing services under this Agreement. In particular, Agency represents that it is authorized by federal law to work in the United States. Agency represents and warrants that it is aware of and in compliance with the Immigration Reform and Control Act and North Carolina law (Article 2 of Chapter 64 of the

North Carolina General Statutes) requiring use of the E-Verify system for employers who employ twenty-five (25) or more employees and that it is and will remain in compliance with these laws at all times while providing services pursuant to this Agreement. Agency is responsible for compliance with the Affordable Care Act and accompanying IRS and Treasury Department regulations.

10. Indemnification. To the maximum extent allowed by law, Agency shall indemnify and hold harmless the City and its agents and employees from and against all claims, actions, demands, costs, damages, losses, and/or expenses of any kind whatsoever proximately resulting from the omission or commission of any act, lawful or unlawful, by Agency or its agents and/or employees, including but not limited to court costs and attorney's fees, incurred in connection with the defense of said matters. The parties agree that this indemnification clause is an "evidence of indebtedness" for purpose of N. C. Gen. Stat. § 6-21.2.
11. Relationship of Parties. Agency shall be an independent contractor of the City, and nothing herein shall be construed as creating a partnership or joint venture; nor shall any employee of Agency be construed as an employee, agent, or principal of the City.
12. Restricted Companies List. Agency represents that as of the date of this Agreement, Agency is not included on the Final Divestment List created by the North Carolina State Treasurer pursuant to N.C. Gen. Stat. § 147-86.58. Agency also represents that as of the date of this Agreement, Agency is not included on the list of restricted companies determined to be engaged in a boycott of Israel created by the North Carolina State Treasurer pursuant to N.C. Gen. Stat. § 147-86.81.
13. Nondiscrimination. By signing this Agreement, Agency, for itself, its agents, officials, and employees, certifies that it does not and will not discriminate in any manner on the basis of race, color, national origin, ethnicity, religion, creed, age, disability, sex, sexual orientation, gender identity or expression, pregnancy, marital or familial status, National Guard or veteran status, or any other status protected by federal, state, or local law, in its employment or business practices, and with respect to the subject matter of this Agreement, except where such actions are otherwise excepted from or allowed by federal nondiscrimination law, including, but not limited to, Title VII of the Civil Rights Act of 1964. The Agency further agrees to comply with the provisions and intent of City of Salisbury Ordinance No. 2021-52. That Ordinance is incorporated into this Agreement for the benefit of the City of Salisbury and its residents. To ensure compliance with this provision, Agency further agrees that it will promptly respond to reasonable requests for information from the City. Failure to respond to requests for information or failure comply with the requirements of this provision shall constitute a breach of the Agreement. This provision shall be binding on the successors and assigns of the Agency with reference to the subject matter of this Agreement.
14. Conflicts of interest. By signing this Agreement, the Parties acknowledge that they are in compliance with their own Conflicts of Interest policies and with other applicable law related to conflicts of interest, including but not limited to G.S. § 14-

234.3. Agency further represents that any sub-grantees receiving funding under this Agreement are in compliance with this paragraph.

15. No assignment. Except for sub-grants to the sub-grantees identified in paragraph 2.a., Agency shall not assign, subcontract, or otherwise transfer any interest in this Agreement without the prior written approval of the City.
16. Amendments in writing. This Agreement may be amended only in writing and signed by both parties.
17. Governing law. North Carolina law will govern the interpretation and construction of the Agreement.
18. Entire agreement. This Agreement, including the purchase order, if any, used in connection herewith and any other document(s) expressly incorporated by reference as a part of this Agreement, constitutes and expresses the entire agreement and understanding between the parties concerning its subject matter. This Agreement supersedes all prior and contemporaneous discussions, promises, representations, agreements and understandings relative to the subject matter of this Agreement. To the extent there may be any conflict between the four corners of this Agreement and other documents incorporated by reference herein, the terms of this Agreement will control.
19. Severability. If any provision of this Agreement shall be declared invalid or unenforceable, the remainder of the Agreement shall continue in full force and effect.
20. Counterparts and execution. This Agreement may be executed in any number of counterparts, each of which will be deemed an original but all of which together will constitute one and the same instrument. The Parties agree that computer scanned and/or faxed signatures or copies of this Agreement will have the same validity and force as an "original."
21. Authority to Enter Agreement. The person(s) executing this Agreement on behalf of Agency have authority to do so as an official, binding act of Agency.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the day and year first indicated above.

**CITY OF SALISBURY**

**AGENCY**

**BY:** \_\_\_\_\_

\_\_\_\_\_

**TITLE:** \_\_\_\_\_

\_\_\_\_\_

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

\_\_\_\_\_

This instrument has been preaudited in  
the manner required by the Local  
Government Budget and Fiscal Control Act.

\_\_\_\_\_

# Salisbury City Council Agenda Item Request Form



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

Requested Council Meeting Date: 7/19/2022

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

Name of Presenter(s): Mayor Alexander

**Requested Agenda Item:** Announcement: The Salisbury Police Department (SPD) will continue a series of in-person conversations with neighbors in various Salisbury communities thanks in part to a \$25,000 grant from the Duke Energy Foundation. The second "Cultivating Community Conversations" will be held Thursday, July 28, 5:30 p.m. at Cannon Park and Parks & Rec Community Center, 632 Park Ave. There, residents who serve on the Police Chief's Advisory Board will lead engagement between officers and residents in an open discussion. Food will be served.

**Description of Requested Agenda Item:** Announcement for Cultivating Community Conversations on 7/28/2022.

**Attachments:** ☐ Yes ☒ No

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

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

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

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

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

## FINANCE DEPARTMENT INFORMATION:

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

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

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

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

## For Use in Clerk's Office Only

☐ Approved

☐ Delayed

☐ Declined

**Reason:**

# Salisbury City Council Agenda Item Request Form



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

Requested Council Meeting Date: 7/19/2022

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

Name of Presenter(s): Mayor Alexander

**Requested Agenda Item:** Announcement: Salisbury Police Department and the City of Salisbury will host a National Night Out and the Community Resource Fair on Tuesday, August 2 beginning at 6:00 PM at Bell Tower Green Park. Our residents and visitors are invited to stop by the park for a time of fellowship and solidarity against crime. Officers will also visit neighborhood gatherings. The Human Relations Council will host a giveaway event providing book bags of school supplies to those in need. The book bags are offered at no cost.

**Description of Requested Agenda Item:** Announcement for National Night Out/ Community Resource Fair on 8/2/2022.

**Attachments:** ☐ Yes ☒ No

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

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

None.

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

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

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

## FINANCE DEPARTMENT INFORMATION:

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

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

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

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

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**Reason:**