

**CITY COUNCIL AGENDA**  
**CITY OF SANFORD, NORTH CAROLINA**  
**June 21, 2016, 7:00 P.M., CITY HALL**



1. **MEETING CALLED TO ORDER**
2. **INVOCATION**
3. **PLEDGE OF ALLEGIANCE**
4. **PUBLIC COMMENT**
5. **APPROVAL OF AGENDA**
6. **CONSENT AGENDA**
  - A. Approval of City Council Meeting Minutes Dated April 19, 2016 – (Pages 5 - 10)
  - B. Approval of City Council Meeting Minutes Dated May 3, 2016 – (Pages 11 - 17)
  - C. Approval of City Council Workshop Minutes Dated May 10, 2016 – (Pages 18 - 23)
  - D. Approval of City Council Meeting Minutes Dated May 17, 2016 – (Pages 24 - 34)
  - E. Approval of Reimbursement Resolution – Industrial Park Water and Sewer Improvements – (Page 35)
  - F. Approval of Ordinance Amending the Annual Operating Budget for Fiscal Year 2015-2016 – (Design of Industrial Park Water & Sewer) – (Pages 36 - 37)
  - G. Approval of Capital Project Ordinance – (Industrial Park Water & Sewer) – (Page 38)
  - H. Approval of Ordinance Amending the Annual Operating Budget of the City of Sanford FY 2015-2016 – (Pages 39 - 40)

7. **SPECIAL AGENDA**

- A. Proclamation Honoring the Life of Kenneth Richard “Dick” Hoyle, Sr.– (Page 41)
- B. Recognition of Lee County Young Commissioners: Speakers - Justice Evans and Addison Woody – (Page 42)

8. **CASES FOR PUBLIC HEARING: to be held jointly with the Planning Board**

A. Application by Wil-Kat Properties, LLC to rezone from Office & Institutional (O&I) to General Commercial (C-2) 6.5 ± acres off of NC Hwy 87. The subject property includes portions of two tracts of land with frontage on NC Hwy 87, opposite Commerce Drive, which are described as follows:

- Tract 1 is a 12.7 ± acre tract of land addressed as 4563 and 4599 NC Hwy 87 and identified as Tax Parcel 9660-59-1002 that currently has 2.2 ± acres zoned General Commercial (C-2) and 10.5 ± acres zoned Office & Institutional (O&I). The proposed rezoning would increase the area zoned General Commercial (C-2) from 2.2 ± acres to 8.0 ± acres and reduce the area zoned Office & Institutional (O&I) from 10.5 ± acres to 4.7 ± acres. The portion of this tract to be rezoned equals 5.8 ± acres. – (Pages 43 – 62)
- Tract 2 is a vacant 11.4 ± acre tract of land identified as Tax Parcel 9660-58-2607 that currently has 2.0 ± acres zoned General Commercial (C-2) and 9.4 ± acres zoned Office & Institutional (O&I). The proposed rezoning would increase the area zoned General Commercial (C-2) from 2.0 ± acres to 2.7 ± acres and reduce the area zoned Office & Institutional (O&I) from 9.4 ± acres to 8.7 ± acres. The portion of this tract to be rezoned equals 0.7 ± acres. The property is the same as depicted on Lee County Tax Maps 9660.01 and 9660.02, a portion of Tax Parcels 9660-59-1002 and 9660-58-2607 Lee County Land Records. It is also portions of Tract 1 and Tract 2 on a survey map recorded in Plat Cabinet 2010, Slide 160, Lee County Registry of Deeds. (Included in Pages 43 - 62)

B. Application by Tobibo Hernandez to rezone from Residential-Mixed (R-12) district to a conditional zoning district to be known as “Sanford Soccer Field Complex District”. As proposed, the Sanford Soccer Field Complex District will allow all land uses currently permitted in the Residential-Mixed (R-12) zoning district in addition to a soccer field complex. This petition is for a 1.2 ± acre portion of a larger 9.95 ± acre tract of land off of Airport Road, formerly addressed as 2917 Airport Road. The subject property is a portion of a larger tract that is located in both the City of Sanford’s ETJ and Lee County. This rezoning request is for the portion of the tract of land that is located within the City of Sanford’s ETJ only. The property is the same as depicted on Lee County Tax Maps 9641.02 and 9641.04, a portion of Tax Parcel 9641-65-4298 Lee County Land Records and is also a portion of Tract 2 on a survey map recorded in Plat Cabinet 10, Slide 7A, Lee County Registry of Deeds.- (Pages 63 – 93)

*The Planning Board shall retire to the West End Conference Room.*

## **9. DECISIONS ON PUBLIC HEARINGS**

### **10. REGULAR AGENDA**

- A. Consider Motion to Take From the Table for Discussion Consideration of a Preliminary Major Subdivision Plat for a 23-Lot Residential Single-family Subdivision Labeled The Park at South Park to be served by public water, public sewer and public streets (all City maintained) with a connection to Commerce Drive. The subject property is a portion of an 86 acre +/- site requested to be rezoned to Residential Single-family (R-14) for which the public hearing was held on May 17, 2016.
  - Consider Adoption of Subdivision Plat for a 23-Lot Residential Single-Family Subdivision Labeled The Park at South Park – (Pages 94 - 98)
- B. Consider Resolution in Support of the Temporary Closure of Portions of Several Streets for the Purpose of a 5K and 10K Fun Run and Fundraiser – (Pages 99 - 102)
- C. Consider Grant Project Ordinance Amendment, 2015 NC Housing Finance Agency Single Family Rehabilitation Loan Pool (SFRLP1521) – (Page 103)
- D. Consider Ordinance Amending the Annual Operating Budget for Fiscal Year 2015-2016 (Cleanup) – (Page 104 - Handout)
- E. Consider Resolution Amending Signatories for the City of Sanford's Local Government Other Post-Employment Benefits Trust – (Pages 105 - 106)
- F. Consider Resolution Authorizing the Advertisement of an Offer to Purchase Lot 18, Block P Boykin Avenue, Brick Capital Redevelopment Area No. 1– (Pages 107 - 112)
- G. Consider NC DOT 2016 Bicycle and Pedestrian Planning Studies Request for Carthage St./Charlotte Avenue Road Diet – (Pages 113 – 120)
- H. Consider Non-Motorized Volume Data Program Memorandum of Agreement – (Pages 121 – 129)
- I. Update on Late Fees – (Page 130)
- J. Consider Appointments to Various Boards, Commissions, and Committees – (Pages 131 - 164)

**11. NEW BUSINESS – *(Items for discussion and action will only be taken if necessary. Otherwise, these items will be placed on the next agenda for approval.)***

**12. OTHER BUSINESS**  
Closed Session – (Page 165)

**13. ADJOURNMENT**

MINUTES OF MEETING OF THE  
CITY COUNCIL OF THE CITY OF SANFORD  
SANFORD, NORTH CAROLINA

The City Council met at the Sanford Municipal Center, 225 E. Weatherspoon Street, on Tuesday, April 19, 2016, at 7:00 p.m., in Council Chambers. The following people were present:

Mayor T. Chet Mann  
Council Member Byron Buckels  
Council Member Charles Taylor  
Council Member James Williams  
City Attorney Susan Patterson

Mayor Pro Tem Sam Gaskins  
Council Member Jimmy Haire  
Council Member Norman Charles Post, III  
City Manager Hal Hegwer  
City Clerk Bonnie Davis

Absent:  
Council Member Rebecca Wyhof

Mayor Mann called the meeting to order. Council Member Buckels delivered the invocation. The Pledge of Allegiance was recited.

**PUBLIC COMMENT** – (Exhibit A)

Richard Hayes (of 2004 Vantage Point, Sanford) thanked Council for purchasing the Depot building and urged them to support the request from the Sanford Area Growth Alliance (“SAGA”) for short-term funding to develop a visitor’s center there. He also acknowledged Council’s interest in Horner Park and encouraged them to continue its preservation.

Joann Thaxton (of 309 North Steele Street, Sanford) also urged Council to support plans for a visitor’s center.

**APPROVAL OF AGENDA**

Council Member Williams made a motion to approve the agenda. Seconded by Mayor Pro Tem Gaskins, the motion carried unanimously.

**CONSENT AGENDA**

There was no consent agenda.

**SPECIAL AGENDA**

**Presentation of Proclamation Proclaiming April 18, 2016, as Lineman Appreciation Day – (Exhibit B)**

Mayor Mann read the proclamation and noted that he had presented it to a Duke Energy representative at their luncheon and awards ceremony held on April 18, 2016.

**Presentation of Citizens Academy Graduates**

Mayor Mann presented certificates to the following graduates and thanked them for their participation: Michelle Bunnell, Kathy Carroll, Yenly Clancy, Gabby Murrillo, Denise

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Roethlisberger, and Greg Stoch (Jeff Griffith and Lisa Whalen had scheduling conflicts and were unable to attend).

### **CASES FOR PUBLIC HEARINGS**

#### **Public Hearing – Contract for Tourism Visitor Services**

Joy Thrash, CEO of the Sanford Area Growth Alliance, urged Council to support the request for a Visitors' Service Center by approving the contract and funding \$25,000 per year for the next two years.

Mayor Mann opened the public hearing.

Council Member Taylor requested confirmation of the time period covered by the \$50,000 funding request. Attorney Patterson explained that the contract is effective from April 1, 2016, through March 30, 2018, carrying it through two budget years.

Mayor Mann closed the public hearing.

- **Consider Adoption of Contract for Tourism Visitor Services – (Exhibit C)**  
Council Member Post made a motion to adopt the Contract for Tourism Visitor Services. Seconded by Mayor Pro Tem Gaskins, the motion carried by a vote of five to one; Council Member Taylor cast the dissenting vote.
- **Consider Ordinance Amending the Annual Operating Budget of the City of Sanford FY 2015-2016 – (Exhibit D)**  
Financial Services Director Beth Kelly explained that this ordinance appropriates \$25,000 to SAGA for Tourism Visitor Services. Because the contract has been approved, the second installment of \$25,000 will be included in budget for Fiscal Year 2016-2017.

Council Member Post made a motion to adopt the Ordinance Amending the Annual Operating Budget of the City of Sanford FY 2015-2016 for Tourism Visitor Services. Seconded by Mayor Pro Tem Gaskins, the motion carried by a vote of five to one; Council Member Taylor cast the dissenting vote.

### **DECISIONS ON PUBLIC HEARINGS**

There were no decisions on public hearings.

### **REGULAR AGENDA**

#### **Consider Ordinance Establishing a No-Parking Zone Along a Portion of Central Drive of the City of Sanford – (Exhibit E)**

Public Works Director Victor Czar explained that this request came from the Director of Emergency Management Services after a situation in which parked cars prevented expedient departure from the facility. Property owners have been contacted and agree with the request.

Council Member Taylor made a motion to adopt the Ordinance Establishing a No-Parking Zone Along a Portion of Central Drive. Seconded by Council Member Buckels, the motion carried by a vote of five to one; Council Member Williams cast the dissenting vote.

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Consider Health Insurance Renewal for Plan Year 2016-2017 -- (Exhibit F)

Human Resources Director Chris Pickens explained that the health insurance plan year runs with the fiscal year, beginning July 1 and ending June 30. In order to provide employees ample time to consider benefit election changes, and for Human Resources staff to make appropriate revisions, approval is sought to increase rates for Fiscal Year 2016-2017 in anticipation of the May open enrollment period.

Mrs. Pickens explained that the City's insurance broker initially recommended an 8.7 percent increase. Management requested additional evaluation and recommends no changes to the plan other than increasing the stop-loss cap (the threshold at which the city stops paying claims and BCBS begins paying) from \$100,000 to \$135,000, which would result in a premium increase of five percent. Manager Hegwer noted that while the city will be assuming some additional risk by increasing the stop-loss cap, he thinks it will not be adverse based on statistics and how the plan has operated. Since the city plan is self-funded and employee coverage is funded by the city, only employees with dependent coverage will be affected by this premium increase.

Council Member Williams questioned whether quotes had been requested from other carriers and whether coverage under the state employees' plan had been considered. Manager Hegwer stated that he did not recommend moving away from BCBS due to concerns with providers and the potential for employee discontent. Mrs. Pickens confirmed that the broker had researched other options but since the city is self-funded, some companies (such as United or Cigna) may not offer the same substantial discounts offered by BCBS; those companies may also have higher out-of-pocket limits. Mayor Pro Tem Gaskins noted that he purchases coverage for his wife through the city plan, rather than the state plan (which, as a state employee, is an option for him).

Council Member Taylor questioned why this information was being presented at this time and what could be done to lower costs, specifically on prescriptions drugs. Mrs. Pickens explained that plan changes must be presented to employees and changes must be made in May, then processed by HR staff and vendors before July 1, the effective date for the new plan year. Manager Hegwer stated there was very little room for improvement on utilizing generic drugs since specialty drugs for very serious health issues are the largest driver of health care costs (rather than for claims or for typical prescription drugs).

Mayor Pro Tem Gaskins made a motion to approve the Health Insurance Renewal for Plan Year 2016-2017. Seconded by Council Member Haire, the motion passed unanimously.

Consider Ordinance to Amend Sanford City Code Chapter 10 – Businesses, Article VII – Peddlers – (Exhibit G)

City Attorney Susan Patterson explained that the proposed ordinance would repeal and replace the current ordinances on peddling. Although there are only a few changes, it was simpler to rewrite all sections. The city was approached by an attorney for an alarm company who wanted to sell goods and merchandise in the city by going door-to-door, which has not been allowed in the city unless the merchant had been invited by the property owner. Since the attorney has threatened the city with litigation and because laws on commercial speech have

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changed over the years, our ordinances have been reviewed in an attempt to determine the best way to comply with these changes.

Attorney Patterson summarized the proposed ordinance as follows:

- An Itinerant Merchant's license will still be required, but the license will have an expiration date of June 30 (rather than for "one year" with no ending date);
- Residents of the city can post "No Soliciting" signs and if a peddler knocks on the door, they are in violation of the ordinance;
- If a Homeowners Association (HOA) has authority to act on behalf of residents who take action to say they do not want solicitation in their neighborhood, a "No Soliciting" sign can be posted at the neighborhood entrance;
- In a neighborhood where the HOA has no authority to act on behalf of residents, each resident must post a "No Soliciting" sign if they do not want to be solicited;
- Selling goods and merchandise on city properties is still not allowed;
- Permission from the property owner is still required to sell on private property;
- If a peddler is asked to leave a resident's property and does not do so, they are guilty of trespassing;
- Peddlers who do not abide by regulations more than twice in a twelve month period are in violation and subject to permit revocation and a civil penalty of \$50.

Attorney Patterson reiterated that the changes are an attempt to update and modernize the city's ordinance and are in response to the threat of litigation. She confirmed that vendors who leave "flyers" advertising their services but do not knock on residents' doors are not subject to these provisions, but they are still responsible for obtaining an itinerant merchant license. She also confirmed that the civil penalty is not limited to \$50: penalties for city ordinance violations can be as high as \$500 but unless approved by Council, the standard fine for violation of a city ordinance is \$50.

Mayor Mann questioned how the public would be informed of this significant change, perhaps through notices with water billing statements and through the press. Attorney Patterson confirmed that she has been working with Public Information Officer Kelly Miller on this issue. She noted that city citizens have been protected from this activity for quite some time and they need to know what steps should be taken to protect themselves if they want to prevent future solicitation from peddlers.

Council Member Williams made a motion to approve the Ordinance to Amend Sanford City Code Chapter 10- Businesses, Article VII- Peddlers. Seconded by Council Member Taylor, the motion passed unanimously.

### **New Business**

#### **Consider Update from Kate Rumely Regarding Brick Capital – (Exhibit H)**

Kate Rumely, Executive Director of Brick Capital Community Development Corporation, summarized the progress of affordable housing services provided to the City during the first quarter of 2016 and gave a report on income and expenditures.

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Council Member Taylor questioned Ms. Rumely about current staffing and salaries. Ms. Rumely confirmed that she was now receiving full pay and one other staff member is working part-time and receiving half-pay. Mr. Taylor asked how the \$50,000 from the City had been spent and what had been accomplished. Ms. Rumely explained that more than \$21,000 was spent on property taxes and there were also expenses for communications, professional services of a new auditor, community projects, and for payroll and related expenses. Mr. Taylor questioned whether Brick Capital was exhausting all possibilities to sell properties. Ms. Rumely responded that four units are for sale: one is currently listed with the Multiple Listing Service and another is under contract (the buyer is working to improve his credit score). Three of these properties are occupied and the occupants have been approached about purchasing them. These properties are not currently listed with MLS but one will be added immediately and another is the subject of negotiations; they all may be added to the MLS soon. Ms. Rumely noted that Brick Capital does not want to continue managing supportive housing but it is difficult to find a management company to accept such a low number of specialty units (18). In response to Mr. Taylor's question of what she would accomplish before June 30, Ms. Rumely stated that she would conduct three housing counselling courses and have several prospective buyers lined up to purchase new homes with down payment assistance.

Council Member Haire asked about progress on the East Sanford Strategic Redevelopment Plan. Ms. Rumely suggested that East Sanford residents have input on the plan. Mayor Mann added there must also be collaboration with private developers and investors.

Council Member Buckels acknowledged that while Sanford is "well centered" on economic development and growth, there is also a need to be well balanced on housing and living conditions.

Consider Discussion Regarding Potential Zoning Amendment to Reduce Membership of Historic Preservation Commission from Seven to Five Members – (Exhibit I)

Community Development Director Marshall Downey explained that it has been difficult to fill seven HPC board seats, given the relatively small geographic area of the two historic districts, (Rosemount-McIver and Downtown). Since two board members are resigning and the new fiscal year is approaching, staff suggests that now may be the ideal time to consider this change. Mr. Downey noted that while this request is subject to formal public review and approval by the Joint Planning Commission, it is really a city only issue (since there are no historic districts in the county or in Broadway). He confirmed that if this revision is approved by the JPC, it will appear before Council again soon for public hearing and Council approval.

Consider Update Regarding the Jonesboro Redevelopment Plan – (Exhibit J)

Community Development Director Marshall Downey reminded Council that the city received \$200,000 in Brownfield remediation funding in 2014 and is now eligible for a redevelopment study and marketing plan to determine which economic conditions and drivers may have the greatest positive impacts on restoring Downtown Jonesboro. This will involve communications with business and property owners, who may contact Council members. Mr. Downey also noted that staff is working with owners of the Kendale Shopping Center, who have volunteered to partner with our consultant on a study which will guide them as well as the city, and have agreed to contribute to the consultant's fee for these services.

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**Other Business**

Council Member Taylor thanked Council and staff for visiting the Jonesboro area recently to explore opportunities for enhanced customer service. He also stated that he is looking forward to future work sessions on parking issues.

Manager Hegwer informed Council that the city has received a \$100,000 grant under the 2016 Urgent Repair Program.

Mayor Mann thanked everyone who participated in this year's Block Party on Woodland Avenue.

**CLOSED SESSION**

Attorney Patterson stated that a motion was needed to go into closed session in accordance with North Carolina General Statute 143-318.11(a)(3), (4) and (5) to discuss matters relating to the expansion of industries or other businesses in the area served by the public staff; to instruct the public body staff regarding the position to be taken in negotiating the price or other material terms for the acquisition of real property; and to consult with an attorney employed to preserve the attorney/client privilege.

The motion to go into closed session was made by Council Member Buckels. Seconded by Mayor Pro Tem Gaskins the motion passed unanimously.

**RETURN TO REGULAR SESSION AND ADJOURNMENT**

Council Member Williams made the motion to adjourn the meeting; seconded by Mayor Pro Tem Gaskins, the motion carried unanimously.

**ALL EXHIBITS CONTAINED HEREIN ARE HEREBY INCORPORATED  
BY REFERENCE AND MADE A PART OF THESE MINUTES.**

Respectfully Submitted,

\_\_\_\_\_  
T. CHET MANN, MAYOR

ATTEST:

\_\_\_\_\_  
BONNIE DAVIS, CITY CLERK

MINUTES OF MEETING OF THE  
CITY COUNCIL OF THE CITY OF SANFORD  
SANFORD, NORTH CAROLINA

The City Council met at the Sanford Municipal Center, 225 E. Weatherspoon Street, on Tuesday, May 3, 2016, at 7 P.M., in the Council Chambers. The following people were present:

Mayor T. Chet Mann	Council Member James Williams
Mayor Pro Tem Sam Gaskins	Council Member Rebecca Wyhof
Council Member Jimmy Haire	Council Member Norman Charles Post, III
Council Member Charles Taylor	City Manager Hal Hegwer
Council Member Byron Buckels	City Attorney Susan Patterson
City Clerk Bonnie Davis	

Mayor Mann called the meeting to order. Council Member James Williams delivered the invocation. The Pledge of Allegiance was recited.

**PUBLIC COMMENT**

Lawrence Curtis, residing at 456 Heron Rogers Lane, Broadway, NC, stated that he is the owner of W.I.T.'s Remodeling Company. He is the owner of the homes at 228, 230, and 232 Charlotte Avenue and is currently remodeling all three homes. When you look at these homes, there is a worn out dirt path where people walk along the street. He noted that there is a lot of foot traffic through that area and asked Council to install sidewalks along the street from the corner of Third Street to Downtown Sanford. They will soon be landscaping these homes and would very much appreciate the Council installing sidewalk.

**APPROVAL OF AGENDA**

Mayor Pro Tem Gaskins made the motion to approve the agenda. Seconded by Council Member Wyhof, the motion carried unanimously.

**CONSENT AGENDA**

Approval of City Council Work Session Minutes Dated March 29, 2016 – (Filed in Minute Book 86)

Mayor Pro Tem Gaskins made the motion to approve the consent agenda. Seconded by Council Member Buckels, the motion carried unanimously.

**SPECIAL AGENDA**

**Presentation of Exceptional Service Awards for Participation in Block Party**

Mayor Mann presented exceptional service awards to Lisa and Andy Reeder and Christian Galmiche for their participation in the block party. Mr. and Mrs. Reeder learned about the event through Facebook. They asked if they could take the lead on a house that needed the most work. They brought a truck, trailer load of tools and a golf cart – that was utilized throughout the day. Christian Galmiche, a Senior at Lee Senior High School and member of the Skilled USA Club, was encouraged by his carpentry engineering teacher to participate. Christian stayed and worked until the very end and coordinators had to make him stop long enough to eat lunch. There were approximately 180 individuals who volunteered to make this event a success. He thanked everyone for their participation in the block party.

## **REGULAR AGENDA**

### **Consider Reimbursement Resolution - Parks and Recreation Capital Project – (Exhibit A)**

Public Works Director Victor Czar explained that he will talk about this item, along with the next three items together, as they all relate. He stated that about a month ago, Derrick Williams with Alfred Benesch, made a presentation of parks and recreation activities and the potential the City has for grant funding. He spoke about how we may want to move forward with our bond projects as it is related to parks and recreation. This was done after staff did some exhaustive work on the athletic park. As a result of that meeting, staff asked Mr. Williams to provide a proposal that would lead us from where we are through a comprehensive master plan for parks in the City - a site specific master plan where we may identify some sites through the comprehensive project and to give us a conceptual design where we could proceed to try to acquire some grant funding and leverage our funds to the maximum amount possible. The fee for this service is \$75,600 and it is broken into several different components. It will include public input and there would be four public meetings to go through the process. There is a recommendation that we establish a master plan advisory committee which will consist of city staff, and potentially some stakeholders outside of the city staff; and a phone survey - which they will try to get a statistically valid survey from (they feel it is the best method).

The reimbursement resolution will allow the City to reimburse itself from the bond proceeds once they are issued.

Council Member Taylor stated that back in November, Council took action on \$68,000 (Sanford Area Soccer League contributed \$18,000; City contributed \$30,000 and Lee County contributed \$30,000) and asked Mr. Czar how that project differs from this project. He is concerned about the continued consultants and engineering fees.

Mr. Czar replied that Brailsford and Dunlavey's consulting work/fees was specific to a sports complex and the potential for rectangle/diamond fields; it was more from the perspective of economic development driver to tap into the youth sports business enterprises that exist today. It would potentially attract tournament play here and it would look at what the impact of tournaments would be on the local economy.

This project with Alfred Benesch is more general in nature in the sense that it is swing sets and walking trails. The public would have a chance for input on what they see is the biggest desires on the parks system. The other thing is they are trying to set us up to have the best opportunity to get Parks and Restoration Trust Fund (PARTF) grant funding. Some of the steps being recommended to do are to achieve the highest score to get the funding. Mr. Williams has said you can get as much as \$250,000 in two different cycles if you go through these steps, which is a very competitive process. You need to have a good story to tell and a very strong application, which involves the public input, the creation of the committees and some steps they recommend.

Mayor Mann clarified that these are two totally distinct projects. The Benesch Company has done a good report but we are talking about multiple locations/passive type recreational type parks with this report, based upon what the public wants and thinks can have the most impact with the amount of bond money. The sports complex is very much alive but a different stream of funding is being pursued, but we had to have the funding (to pay Brailsford and Dunlavey) in order to know what to build, how to build, how to be competitive, how to manage and operate it and where to put the sports complex. The timing

for a sports complex is much longer than the bond issuance would allow for, so we elected to move in this direction for several different parks in the City that could have the most impact for our citizens.

Mayor Pro Tem Gaskins stated that one of the most obvious points on the first review and after everything was evaluated, we found out that if we had gone ahead on our own, we would have made a big mistake. The value of having the studies performed has helped us from making a big mistake.

Council Member Haire stated that if we are focused on a splash pad, he does not need to pay somebody to tell him where to put it. He said he would guarantee it, that even if it is the only one in Lee County and you tried to hide it, they will find it. If you build a splash pad, you will have the only one in town and people will find it; we do not need to pay someone to tell him where to put it. He could decide where to put a splash pad and save \$75,000. He can get in his car and ride to other cities to see how they did their splash pad and mimic it and not spend \$75,000.

Mr. Czar stated that we are not “married” to a splash pad. What the consultant is going to do is do an inventory of the existing facilities and do a phone survey to see what the citizens want. He is going to compare us to national standards and other cities our size-different standards to see how we stand up to park acreage versus units our size. He is going to hold public meetings where people can identify elements and what they want in a park; it may or may not be a splash pad.

Mr. Czar said it is an investment to make the best grant application possible and you are not going to have that without going this route. It is the best way to give Council information to make a decision to best spend your money to address the needs that will be identified through the process.

Mayor Mann added that you may be talking more than one location.

City Manager Hegwer said that first in the process, you have public participation and input from the bond referendum and that is where the whole participation began. He thought the goal is to get more in depth of what Council and the citizens want. If you know specifically what you want to do, then you do not need to study anything. If you want PARTF funding, you need public participation because what they see is if the state is going to give you money, they want to make sure you go through the process; otherwise, you will not be able to compete for the funding. If you know exactly what you want to do, he suggested not pursuing a study and move forward.

Mr. Taylor stated that if you go back to right before the \$2 million bonds were issued for the sports complex and recreation, it was the request of staff to have plans drawn up for a splash pad at the little Kiwanis Park at the corner of Carthage and Wicker Streets; we spent \$7,000 on it. We got away from that after the bond was passed and went to a sports complex, where we spent another \$30,000 and now we are requesting another \$75,000. He agrees with Mr. Haire. He understands that the City can get additional funding from PARTF; however, PARTF funding has been very difficult for us to secure in this County for a long time. Mr. Taylor was concerned about the constant additional fees and felt we have not had any movement to a conclusion with parks. We had a plan drawn based on a site at the corner of Carthage and Wicker Streets for a splash pad and spent \$7,000 for the drawing to help sell the bonds and now we have gone full circle.

Mayor Mann asked if that was his proposal for the \$2 million – one big splash pad. Mr. Taylor replied that was the original intention that was presented.

Mayor Pro Tem Gaskins made the motion to approve the Reimbursement Resolution - Parks and Recreation Capital Project. Seconded by Council Member Wyhof, the motion carried in favor five to two with Council Members Haire and Taylor casting the dissenting votes.

Consider Capital Project Ordinance - Parks and Recreation – (Exhibit B)

This ordinance sets the project up on the accounting books. Mayor Pro Tem Gaskins made the motion to approve the Capital Project Ordinance - Parks and Recreation. Seconded by Council Member Williams, the motion carried in favor five to two with Council Members Haire and Taylor casting the dissenting votes.

Consider Ordinance Amending the Annual Operating Budget of the City of Sanford (Implementation Planning of Parks and Recreation Bond Project) – (Exhibit C)

This ordinance transfers funds from Fund Balance in the amount of \$75,600 to begin and implement planning of the park and recreation bond project.

Mayor Pro Tem Gaskins made the motion to approve the Ordinance Amending the Annual Operating Budget of the City of Sanford (Implementation Planning of Parks and Recreation Bond Project). Seconded by Council Member Williams, the motion carried in favor five to two with Council Members Haire and Taylor casting the dissenting votes.

Consider a Proposal from Alfred Benesch & Company for Professional Services Aimed at the Development of a Comprehensive Parks and Recreation Master Plan – (Exhibit D)

This is the proposal from Alfred Benesch & Company for the professional services in the development of a comprehensive parks and recreation master plan in the amount of \$75,600.

Council Member Williams made the motion to approve the proposal from Alfred Benesch & Company for professional services aimed at the development of a comprehensive parks and recreation master plan. Seconded by Mayor Pro Tem Gaskins, the motion carried in favor five to two with Council Members Haire and Taylor casting the dissenting votes.

Consider Grant Opportunity for the Purpose of Establishing an Asset Management Program for the City's Sewer Piping System – (Exhibit E)

Public Works Administrator Laura Spivey informed Council that this year, the state is providing grant funding for municipalities to work on asset management plans for water and sewer systems. The City has applied for an AIA grant or an Asset Inventory Assessment project for the City's sewer collection system. The grant is for \$150,000, which requires a 20 percent match bringing the total project cost to \$180,000. Staff anticipates using sewer rehab funds provided annually in the capital account to cover the matching funds; therefore, there would be no additional appropriation needed. The water authority established this grant to help communities to develop asset management plans that would in turn, assist communities in submitting better projects to the state for further funding of construction projects. The grant would allow us to add a prioritization tool, a cost tool and a condition asset tool and would in turn, help our current GIS system we use.

Mr. Hegwer added that this is a good thing; it is a good tool the state is going to utilize to evaluate projects because it looks at what makes the most sense, not just what you might want to do. They are going to make you go through a little more effort to justify that you are spending the state and tax dollars maximizing the benefits.

City Engineer Paul Weeks explained the asset management plan. He stated that an asset management program gives you the opportunity to manage (in this case what we have in the ground) 200 miles of sewer line that we need to take care of. This program allows us to prioritize what needs to be taken care of first. The tools will help us develop a prioritization schedule. It will help us determine the consequence of failure of some of these lines. An example would be if a larger outfall would fail, that might have a more severe consequence than an 8-inch line in a residential area. They are both significant events; however, one may have a more severe consequence. The asset management plan takes all these things, along with the level of condition assessment and age of lines, and it prioritizes what you need to look at first. For each item in the asset management plan, it will not only list the priority you need to address but also the cost to address it. This will help us develop our capital improvement plan as we move forward as we budget.

When municipalities file their funding requests for money from the state for projects, the state can be assured that what they are filing for ranks high on the prioritization scale in their asset management plan. A new line would fall to the bottom of the prioritization list and other things would come to the top. It is pretty much a living document; every time you renew something, you would be able to adjust your asset management plan accordingly.

Public Works Czar added with the bond referendum that recently passed – the Connect NC had \$110 million or \$130 million for water and sewer projects; this is going to get you in better shape to apply for those grants to line up with what this state wants to see and how you are managing your system. They would like a standardized system across the entire state so that they could figure out where the best place to spend their money but they know that is unrealistic. They would like for each individual unit to have one so they know at least you are looking at your own and this will put us in the best position.

- Resolution by the City Council of the City of Sanford – AIA Grant – (Exhibit F)  
This resolution would allow the mayor to execute any documents associated with the grant. Council Member Haire made the motion to approve the Resolution by the City Council of the City of Sanford – AIA Grant. Seconded by Mayor Pro Tem Gaskins, the motion carried unanimously.

**NEW BUSINESS – (Items for discussion and action will only be taken if necessary. Otherwise, these items will be placed on the next agenda for approval.)**

**Update on Sister Cities Association of Sanford**

Public Information Officer Kelly Miller gave an update on the Sister Cities Association. The City has a Sister City relationship with Yixing, China and have sent two delegations to Yixing - one in 2015 and one in 2014.

She stated that the City has joined Sister Cities International, which is a national and international program that connects sister cities with each other and also with cities that may be looking for sister city relationships. She referred to Exhibit (G) showing the member benefits to membership. Mrs. Kelly noted that they have already used one of them, which is information on establishing a sister city non-profit

association, so we can hold fundraisers and host events that are outside of public dollars; private fundraising, bank account, a president, a treasurer and more. They met with Barbara Shepherd, State Representative for the Sisters City International, to talk about the different opportunities that an association would allow us. She is from Cary where they have four sister cities.

Mrs. Miller stated that they established a President – Jan Hayes; Secretary – Bill Horner, Jr.; and Treasurer – Kevin Brown. They all served on this committee.

She added that the articles of incorporation have been submitted and once they are received back, they can move forward with establishing a 501(c)(3) Non-profit.

### **OTHER BUSINESS**

Council Member Haire noted that a lot of kids are having pictures taken in their cap and gowns and they have a business in Harnett County where they hire a lot of extra kids and yesterday was interview day. He added that they had their resumes – one was an Eagle Scout; one had not missed a day of school since the third grade; and one wants to be an astro-physicist. When some of the kids did not know what they wanted to do, he would tell them city government, county government, state government, federal government, military, healthcare, and now he is adding consultant, because apparently they make a lot of money.

Council Member Taylor stated that this week we celebrate National Day of Prayer and this is something that has meant a lot to this community regardless of your faith and background. This is one of the principles our country was founded on and hoped each one gets an opportunity to celebrate whether it be at a function in the community or on your own.

Mayor Mann added that National Day of Prayer is this Thursday, at 12 noon, at the flagpole on the lawn of City Hall, and the Mayor's Prayer Breakfast is also this Thursday, at St. Luke's Methodist Church. Doors open at 7 A.M. and breakfast at 7:30 A.M. The event will be over by 8:30 A.M.

Mayor Mann thanked all the individuals who cleaned up Downtown for the Arts & Vine Festival this weekend. He informed everyone that the Downtown celebration for the completion of the streetscape project will be held on Friday, October 7 and to mark your calendars.

**ALL EXHIBITS CONTAINED HEREIN ARE HEREBY INCORPORATED BY REFERENCE AND MADE A PART OF THESE MINUTES.**

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May 3, 2016

**ADJOURNMENT**

Council Member Taylor made the motion to adjourn the meeting; seconded by Mayor Pro Tem Gaskins, the motion carried unanimously.

Respectfully Submitted,

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T. CHET MANN, MAYOR

ATTEST:

\_\_\_\_\_  
BONNIE DAVIS, CITY CLERK

CITY COUNCIL WORKSHOP MINUTES OF THE  
CITY OF SANFORD, SANFORD, NORTH CAROLINA  
Tuesday, May 10, 2016

The City Council held a workshop on Tuesday, May 10, 2016, at 5:30 p.m., in the West End Conference Room, of the Sanford Municipal Center, located at 225 East Weatherspoon Street, Sanford, North Carolina. The following people were present:

Mayor T. Chet Mann  
Council Member Byron Buckels  
Council Member Jimmy Haire  
Council Member James Williams  
City Manager Hal Hegwer  
City Attorney Susan Patterson

Mayor Pro Tem Sam Gaskins  
Council Member Norman Charles Post III  
Council Member Charles Taylor  
Council Member Rebecca Wyhof  
City Clerk Bonnie Davis

Mayor Mann called the meeting to order.

Discussion Regarding Parking in Downtown Sanford and Jonesboro

Peggy Taphorn, Producing Artistic Director of Temple Theatre, read a statement (Exhibit A) regarding the theatre's unique parking and loading zone needs. She requested a loading zone and elimination of the two-hour parking limit in order to better serve their patrons.

Bob Joyce, speaking as Co-Chair of the Parking Committee and as a board member of Downtown Sanford, Inc. (DSI), presented a slide show (Exhibit B) and stated the following:

- DSI has held two meetings with merchants (one in the morning, one in the afternoon);
- Several parking studies have been completed over time with many common elements and they provided enough information to make good recommendations;
- The common perception is that downtown parking is inadequate unless spaces are available very near visitors' destinations (this was also seen in every other downtown area researched); and
- There are almost 1,500 parking spaces downtown and approximately 850 in the core area.

To overcome this perception of inadequate parking, Mr. Joyce made the following recommendations:

- Attractive and eye-catching signage is needed to direct people to parking;
- Off-street parking must be clean and well-lit;
- Off-street parking should be connected to the business district in a way that provides a feeling of safety;
- Temple Theatre's need for a loading zone and longer parking limits should be addressed;
- Time limits (such as "2 hour parking") could be shown on street striping and unobtrusive signs attached to light poles; and
- Pay stations could be installed to accept debit and credit cards.

Steve Brewer, also a Co-Chair of the DSI Parking Committee, spoke about the need to provide off-street parking for business owners and employees so that more convenient, on-street

parking could be used by customers and visitors. Electronic pay stations could be installed to provide the necessary revenue stream. Benefits of pay stations include the ability to transmit information electronically (rather than printed) and allow merchants to offer pre-paid “gift” cards to customers as a marketing tool. Mr. Brewer stated that none of the merchants at either meeting were opposed to paid parking. Richard Micro (representing The Steele Pig restaurant downtown) agreed that paid parking and electronic meters are both good options.

Mr. Joyce stated that studies have shown no loss of business in areas where visitors are charged for parking and also show that the public will accept paying for premium, on-street parking if safe and well-lit off-street parking is available at no charge.

Potential sites for off-street parking were discussed, some already owned by the city and others that could be acquired, such as the property behind Temple Theatre and property owned by the railroad on North Moore Street. The tract behind the Temple could provide approximately 60 to 65 parking spaces and the railroad property could provide as many as 30 additional spaces.

Mayor Pro Tem Gaskins noted that merchants located in the Special Tax District voluntarily pay more in taxes, giving them a voice in these decisions.

The following suggestions were made:

- Using the corner spaces on North Moore Street nearest its intersection with Carthage Street as a loading zone for deliveries (vendors, UPS, Federal Express);
- Using the spaces directly in front of the Temple Theatre as a loading zone for buses; and
- Offering valet service for theatre patrons.

The following topics were also discussed:

- Increasing fines for parking violations from \$5 to \$25 to encourage compliance;
- Diagonal parking:
  - It appeared that merchants are not in favor of diagonal parking if other solutions (such as additional off-street parking for employees) are pursued;
  - Approximately seven spaces would be gained on one side of Carthage Street if parallel spaces were converted to diagonal spaces.

City Manager Hegwer offered to lead a committee of Council members, staff and DSI representatives to develop an incremental parking plan. Mayor Pro Tem Gaskins, Council Member Post and Council Member Williams agreed to serve on the committee.

Peggy Taphorn stressed the urgency of designating a loading zone area for theatre patrons and school children attending the summer session. City Engineer Paul Weeks confirmed that an area could be marked temporarily until final decisions are made. He noted that DOT must review and approve any proposals since this will affect traffic signal timing and the railroad track. The parking committee will analyze these issues and make a recommendation. These decisions must be made soon since milling and paving are scheduled for June or July.

Mayor Mann summarized the discussion by stating that Council will review downtown parking in a comprehensive manner and develop a plan to fund it over time with recommendations from the parking committee.

Regarding parking and signage in Jonesboro, Public Works Director Victor Czar noted that streetscape construction contracts included reinstalling parking signs; however, that can be delayed if timed parking is being considered. Council Member Williams noted that several merchants in Jonesboro have requested more time to consider the return of parking limits since parking is not a problem in Jonesboro at this time, with several buildings still vacant.

Discussion Regarding Central Carolina Enterprise Park (“CCEP”)

City Manager Hegwer referred to a letter from Kirk Bradley regarding development of CCEP (Exhibit C). Staff has been working with Lee County and the private sector on developing an industrial park. We have been told for quite some time that we must have a product, which Lee County has pursued for many years but due to the expense and changes in board members, has been unable to proceed. The private sector and the Sanford Area Growth Alliance’s (SAGA) Product Development Committee have researched how to work together to create a product by sharing in the risks and costs.

Community Development Director Marshall Downey displayed maps and information on the city limits, the proposed CCEP and Triassic Parks, and the Deep River Forest planned community (Exhibit D). Deep River Forest, now about 1,200 acres, will eventually be approximately 1,800 acres.

Staff has met with the property owners of CCEP and Triassic to identify how to move forward on several issues. The CCEP property owners have requested voluntary annexation of the 293 +/- acres. Since involuntary annexation is no longer allowed, it is in the City’s best interest to work with property owners when there is an opportunity to grow. Another annexation request will be made for two parcels owned by the County (at the intersection of Womack Road and Clyde Rhyne Drive and the right-of-way of Clyde Rhyne Drive, from Womack Road to Colon Road). As proposed, CCEP includes an eight-lot business/industrial park with a focus on recruiting industries seeking structures in the 20,000-100,000 square-foot range, and an emphasis on 100,000 square-foot buildings, which appear to be the most popular sized structure for this type of park.

Mr. Downey explained that conditional zoning is being proposed to allow for input on design standards for building and landscape. Staff has spent a great deal of time working with the property owners identifying uses to be allowed in the park and there is a tentative agreement. By working with the owners on conditional zoning, we can promote the type of business and industry we would like to see in the park and ensure that our vision of the project – a new, modern industrial park with the amenities, look and feel to make us competitive in the marketplace – aligns with theirs. The goal is to create product for job creation and investment inside the city limits, as opposed to the existing park which was developed outside the corporate city limits. Plans also include limiting secondary uses (such as restaurants and hotels) to no more than 20 percent of the land area within the park so that it doesn’t become more retail oriented.

The Triassic site, approximately 490 acres bisected by US Highway 1, will also be voluntarily annexed. It is being marketed to accommodate one or two very large industries, so details and plans on this site are less determined at this point. The owners will likely petition for rezoning from the current County Light Industrial (LI) and General Commercial (C-2) to the equivalent City L1 and C-2. Mr. Hegwer noted this is the site which had been seriously considered by Baxter Pharmaceutical for its \$700 million investment and more than 1,000 employees. This

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site will likely attract a business with plans for a larger campus-style setting and several buildings for a large number of employees.

Mayor Mann reminded Council that the recent presentation by Mark Sweeney (Duke's largest economic development consultant) informed us of what is needed to attract jobs. He noted that SAGA was formed to create 1,000 jobs in five years and about 250 have been created to date. Mr. Hegwer stressed that it is a huge advantage to have these large tracts available, purchased by investors with no public funding. Many other cities and counties have undertaken similar projects but they had to purchase the property.

Public Works Director Czar explained that this is very much a negotiated process. The owners are willing to request annexation and forfeit some control with conditional zoning, but have requested that we install water infrastructure (approximately 8,000 feet of 16 inch waterline) through the entire project; sewer to serve all lots, and a sidepath. Estimated costs of approximately \$1.2 million for waterline and \$2.3 million for sewer lines would be paid through the Utility Fund. The estimated cost of the sidepath is approximately \$1.5 million and it would be paid through the General Fund. The developers have indicated they would be willing to delay sidepath construction until construction activity begins, except for the area near the entrance on Colon Road. Sewer line will also be needed to serve the Triassic site (as shown on Exhibit D), but they are not as far along in their development plan as CCEP. The county has agreed to provide broadband service to the site and the developers have requested that they provide grant funding for construction of improvements near the intersection of Colon Road and US Highway 1.

City Manager Hegwer noted that extending infrastructure will also provide redundancy (extra strength) and additional capacity to the existing industrial park. There has been some conversation between SAGA and existing park property owners who have some interest in annexation due to concerns with sign aesthetics and lighting, which is individually owned and gaps have developed over time. These properties are already served by city water and sewer but annexation would lower those rates and also provide fire and police protection, street lighting and snow removal. Mayor Mann has been contacted by one of the larger companies about the need for timely snow removal and improved lighting.

Financial Services Director Beth Kelly stated that the current assessed tax value of the vacant land owned by CCEP and Triassic is \$9,000,000, generating approximately \$55,000 in tax revenue. The existing industrial park has an assessed tax value of more than \$300 million (approximately \$205 million in personal property valuation and \$106 million in real property valuation), proving that the risk taken by the County has paid off with this tax base.

Mr. Hegwer stated that in the past, county representatives saw city involvement as an impediment to growth; however, that paradigm has completely changed. Developers want more than just a park with a road running through it. Mayor Mann noted that Mebane and other cities similar to us in size have found that this model has worked well for them: being annexed and having the infrastructure meets many of the requirements developers are looking for when choosing sites for modernized parks.

Regarding fire protection, Fire Chief Wayne Barber explained that he has discussed the matter with Northview and Deep River representatives and they are interested in contracting with the city since the properties will be undeveloped initially and incapable of providing revenue to

support a full-scale station. As the park grows, we can add paid staff but it would remain a joint venture. If Deep River Forest grows, he would like to have a city station at the entrance which could also cover the industrial parks. Details of coverage, purchasing equipment and possible fee structures were also discussed. Chief Barber noted that CCEP is located in both Deep River and Northview fire districts but he felt it would be in the city's best interest to contract with Northview since they are located nearer the city and can respond to those calls. When full-time paid staff is needed at the Northview department, they can also respond back into the city, serving a dual purpose.

Mr. Hegwer explained that due to changes in annexation policy, the older model of annexing areas already developed with an established tax base to support a fire station is no longer possible. We can't build a station until Deep River Forest develops and it could then serve CCEP and Triassic also.

Along with providing police and fire protection, the city will be responsible for the roadway but Powell funding will be available for that. Road maintenance and improvements will also be needed, along with street lights, estimated at approximately \$23,000 initially and \$1,000 monthly.

Mayor Mann reminded Council that ongoing updates to the Master Land Use Plan and Wastewater Plan could help solve the problem of the undeveloped "doughnut hole" areas. With the development of 1,800 acres for residential use and more industrial and commercial development nearby, we have an opportunity to direct growth to that area.

Mr. Hegwer explained that unless Council directs otherwise, he will factor these costs into the budget, noting that the major expense is on the utility side. Mrs. Kelly explained that a portion can be funded with cash and a portion must be financed. There are also capital needs for the Little Buffalo sewer line; combining all these costs would require borrowing approximately \$9 million. Options include installment purchase financing and the State Revolving Fund (SRF), which would likely carry a lower interest and longer payback period. She estimated the annual debt payment would be no more than \$750,000 and explained that current debt owed by the Utility Fund includes the bond issuance of \$52.8 million for the Wastewater Treatment Plant expansion, \$16.5 million to the SRF for a portion of the Wastewater Treatment Plant expansion, a SRF loan on the Clear Well Rehab and a small balance owed on another SRF. She noted that by issuing additional debt in the Utility Fund, our debt coverage ratio becomes even more important in connection with bonds and the ratings agencies' review every two years. We must continue to maintain adequate reserves in the Operating Fun for those debt payments, as we have in the past.

Mr. Hegwer explained that the extension projects alone would not require rate increases; however, there have been no increases in two years. He reminded Council that there are constant needs for such a large utility with hundreds of miles of water and sewer lines, along with changes in regulatory practices. Even though we have made great progress, there are still some problems with overflows; heavy rains create back-ups in the gravity sewer line that feeds Little Buffalo and state regulators want to know how we are working to present that. Approximately \$3.5 million will be included in the upcoming budget to deal with this issue.

There was discussion about revisions to the tap fee policy and additional revenue recently received from leachate treatment. Mrs. Kelly note that this treatment has been underway for only a

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short time and is quite dependent on weather. Mr. Czar cautioned against overestimating revenue from the treatment.

Mr. Hegwer reminded Council that the wholesale purchase of water and sewer is quite common and we already sell water to Chatham County, Broadway and other entities. As growth increases, he believes there will be more agreements to provide water and sewer to other clients. Mrs. Kelly stated that ratings agencies view this practice favorably, since it indicates diversification and strength; additional wholesale contracts and potential growth in consumption associated with CCEP and Triassic could help more. There was discussion about how the recent purchase of the poultry plant near Siler City could affect water consumption in Chatham County. Mr. Hegwer also noted that Chatham Park, one of the premier megasites in the country, is located in Chatham County.

Mr. Mann stated that if water and sewer infrastructure is extended and Triassic attracts a major auto or tire manufacturer, we will see growth as never before. Council must decide whether we can afford it and he hopes they decide we can.

Mayor Pro Tem Gaskins stated that an article in today's *The Sanford Herald* detailing our water quality and the treatment process makes it even more desirable for people to look toward Sanford for their water.

Mr. Czar informed Council that they would be seeing a developers' agreement soon detailing each party's responsibilities, which is a different process than previously used.

City Engineer Paul Weeks updated Council on the status of the streetscape project by stating that after the older poles remaining are removed and those areas patched, paving will be done, likely in July. Park benches in Jonesboro have been moved further back from the curb. The Windstream phone lines on Chatham Street, down McIver and Charlotte (around the Buggy Company) will not be removed as part of the project, but those in the two-block area of the project will be removed, likely by the first of June. The electricity has been converted to the underground circuit, so Duke Energy is removing the older material on poles.

#### **ADJOURNMENT**

Council Member Post made the motion to adjourn the workshop. Seconded by Mayor Pro Tem Gaskins, the motion carried unanimously.

**ALL EXHIBITS CONTAINED HEREIN ARE HEREBY INCORPORATED  
BY REFERENCE AND MADE A PART OF THESE MINUTES.**

Respectfully Submitted,

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T. CHET MANN, MAYOR

ATTEST:

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BONNIE DAVIS, CITY CLERK

MINUTES OF MEETING OF THE  
CITY COUNCIL OF THE CITY OF SANFORD  
SANFORD, NORTH CAROLINA

The City Council met at the Sanford Municipal Center, 225 E. Weatherspoon Street, on Tuesday, May 17, 2016, at 7 P.M., in the Council Chambers. The following people were present:

Mayor T. Chet Mann	Council Member James Williams
Mayor Pro Tem Sam Gaskins	Council Member Rebecca Wyhof
Council Member Jimmy Haire	Council Member Norman Charles Post, III
Council Member Charles Taylor	City Manager Hal Hegwer
Council Member Byron Buckels	City Attorney Susan Patterson
City Clerk Bonnie Davis	

Mayor Mann called the meeting to order. Council Member Buckels delivered the invocation. The Pledge of Allegiance was recited.

**PUBLIC COMMENT** – (Exhibit A)

Keely Wood, residing at 363 Angel Road and representing Environmental Lee, spoke regarding the need of running City water on Colon Road.

**APPROVAL OF AGENDA**

Mayor Pro Tem Sam Gaskins made the motion to approve the agenda. Seconded by Council Member Wyhof, the motion carried unanimously.

**CONSENT AGENDA**

Approval of City Council Meeting Minutes Dated February 9, 2016 – (Filed in Minute Book 86)

Approval of City Council Meeting Minutes Dated April 5, 2016 – (Filed in Minute Book 86)

Approval of Joint Interlocal Committee Meeting Minutes Dated April 11, 2016 – (Filed in Minute Book 86)

Approval of City Council Meeting Minutes with Citizens Academy Participants – (Filed in Minute Book 86)

Mayor Pro Tem Sam Gaskins made the motion to approve the consent agenda. Seconded by Council Member Wyhof, the motion carried unanimously.

**SPECIAL AGENDA**

Public Works Safety Officer Donna Matthews recognized Alvan Davis, a Lead Utility Maintenance Worker in the Collections/Distribution Division with the City, who won first place in the Mid-State Safety Council and third place in the NC Statewide Safety Conference in Greensboro last week. He delivered an informative powerpoint presentation entitled “Trenching & Shoring-Keeping It 100” aka Keeping It Real, promoting safety in industry, local government, home and public places.

Mayor Mann stated that Alvin Davis has been with the City since July 15, 2002 and praised Mr. Davis for his achievement in winning this award, for his passion and for bringing energy to the job.

**CASES FOR PUBLIC HEARINGS: to be held jointly with the Planning Board.**

Consideration of amendments to the Unified Development Ordinance, Article 11 Sign Regulations, Section 11.8.2: Wall Signs by adding a new Subsection 11.8.2.6 Additional Wall Sign Permitted in NC, CBD, TNC, and PUD Zoning Districts and amending Table 11.2: Standards for Permanent Signage in the NC, CBD, TND, and PUD Zoning Districts to reflect that change.- (Exhibit B)

Senior Long-Range Planner David Montgomery explained this sign text amendment was presented to the Joint Planning Commission at its April 28, 2016, meeting and recommended it be forwarded to the three jurisdictions for public hearings. This request is based upon some downtown businesses interest in it and observations by staff. The text amendment would allow an additional wall sign on properties within the NC, CBD, TND, and PUD zoning districts that have off-street parking or an alley to the side or rear of a building. Currently, only corner lots and lots with public frontage are allowed an additional wall sign, as well as, if a building has 50 percent of their parking on an off-street lot or on a parking lot. With the CDB Districts and these other districts, there is no parking requirement, so it is hard for these districts to meet the 50 percent requirement; basically the amendment would make it an even playing field for those interior lots to be allowed to have an additional sign off an alley or non-street parking lot without that 50 percent requirement.

Mayor Mann opened the public hearing. No one spoke in favor or in opposition. The public hearing was closed.

Consideration of an amendment to the Unified Development Ordinance, Article 2 Administrative Agencies, Section 2.6 Historic Preservation Commission (City of Sanford only), Subsection 2.1.6.2, to reduce the membership of the Historic Preservation Commission from seven (7) members to five (5) members.- (Exhibit C)

Senior Long-Range Planner David Montgomery explained this request was to reduce the membership of the current Historic Preservation Commission (HPC) from seven members to five members. The request was presented to the Joint Planning Commission at its April 28, 2016, meeting and they recommended to approve the change in membership from seven to five members. There is a lot of turnover on that commission for a variety of reasons. Staff feels with the jurisdiction being as small as it is with review of only two local districts – the Rosemount McIver Historic District and the Downtown District, a five member commission could probably suit that small of a jurisdiction as opposed to some other boards with city-wide jurisdiction such as the Planning Board.

Mayor Mann opened the public hearing. No one spoke in favor or in opposition.

Council Member Wyhof asked if staff received any feedback after this was discussed with Council from anyone in the Historic District about how they felt about it. Mr. Montgomery replied

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that they talked with the HPC. From his experience, it is very difficult to get qualified members for such a small area and staff felt this was the best way to make sure they have a quorum. Staff would like to try this and if it does not work, staff will come back with other suggestions.

Mayor Pro Tem Gaskins confirmed Mr. Montgomery's comments and said there has been a large number of people who have served on this board over the past several years. He agreed with the requested change.

With no one requesting to speak, the public hearing was closed.

Consideration of an amendment to the Unified Development Ordinance, APPENDIX A - DEFINITIONS to add a definition of a "Yard Sale". The purpose of this amendment is to clarify that yard sales shall be permitted as an accessory to any residential use and shall not require a zoning permit. Design standards shall be included within this definition. – (Exhibit D)

Zoning Administrator Althea Thompson explained this text amendment is to add the definition of a yard sale and to establish standards for temporary events in residential areas. The proposed amendment is designed to add a definition as to what a yard sale is and more importantly, provide clarity to those sale events in residential areas that do not meet this definition. Such sales events are typically illegal retail businesses operating in these residential districts and often times, violate the zoning ordinance. This new definition will provide staff with greater ability to control continuous sales/business operations that violate the spirit and intent of a true, yard sale event. Based on input from the Joint Planning Commission at its April 28, 2016 meeting, staff is recommending that the UDO, be amended as proposed in Appendix A. A-3 Definitions - to add the definition of "yard sales" with conditions. See Exhibit E for the proposed language to be added.

Mayor Mann opened the public hearing. No one spoke in favor or in opposition. The public hearing was closed.

Application by AGA Corporation - to rezone three vacant tracts of land totaling 86 acres +/- off of Commerce Drive from the current zoning of Light Industrial (LI) and Barrington Park Conditional Zoning District (Design #4) to Residential Single-family (R-14). The property is the same as depicted on Lee County Tax Map 9660.01 as Tax Parcels 9660-18-0558-00, 9660-08-9755-00 and 9660-08-5884-00 Lee County Land Records. The subject property is the same as illustrated as Tracts Six, Seven, and an adjoining 76.46 acre tract of land on a survey map recorded in Plat Cabinet 2007, Slide 265 of the Lee County Register of Deeds Office. – (Exhibit E)

Design Review Coordinator Amy McNeill explained that the Planning staff has received a request to rezone three vacant tracts of land totaling approximately 86 acres off of Commerce Drive from Light Industrial (LI) District and Barrington Park Conditional Zoning District to Residential Single-family (R-14) District to allow for the development of the site in a residential manner. Specifically, the owner is interested in developing and/or marketing a single-family residential subdivision on the southwestern portion of the subject property and has submitted a preliminary subdivision plat for review, which will be on an upcoming City Council agenda. In the future, the subdivision may or may not encompass the entire subject property.

The subject property appears to have access to public water, public sewer and public street frontage. All proposed development would need to be approved by the City of Sanford Public Works Department.

Per GIS, the site has a pond and streams, but it is not located within an established floodplain or watershed and does not appear to be included within the adopted small area plans.

Residential uses in the area include the Lockmere Village Mobile Home Park off of Lee Avenue, the South Park Village Apartments multi-family project that is currently under construction in the northeastern corner of the intersection of Commerce Drive and Harvey Faulk Road and single-family houses off of Harvey Faulk Road, Lee Avenue, Robert E. Lee Road and Traveller Lane.

Commercial uses in the area include Liberty Commons and Mid Carolina Innovations off of Commerce Drive.

The adjoining zoning is:

- Northeast is Light Industrial (LI) (CITY) and Residential Restricted (RR) (LEE CO)
- Northwest is Residential Restricted (RR) (LEE CO) & Residential Single-family (R-20) (ETJ)
- South is Barrington Park Conditional Zoning District (CITY)
- East (opposite Commerce Drive) is Office & Institutional (O&I) (CITY) & Light Industrial (LI) (CITY)
- West is Residential-Mixed (R-10) with a Mobile Home Park Overlay District (CITY) and Residential Single-family (R-20) (CITY)

The current zoning district of Light Industrial (LI) is established to provide for areas that contain a mix of light manufacturing uses and office park uses, including limited retail and service uses that would service the industrial uses, in an attractive business park setting with proper screening and buffering, all compatible with adjoining uses. Light Industrial Districts should include areas which continue the orderly development and concentration of light industrial uses and should be located so as to have direct access to or within proximity to a major or minor thoroughfare. A list of permitted uses for the Light Industrial Zoning District is included within the agenda for reference.

The current zoning district of Barrington Park Conditional Zoning District was to allow the development of a planned community that included areas for single-family detached houses including patio homes, townhomes, multi-family apartments, office and institutional uses, neighborhood commercial uses and an assisted living/retirement community with maximum densities per acre. The subject property was included within an area designated as multi-family apartments with a maximum density of 16 units per acre. Illustrations that provide information regarding this Conditional Zoning District are included within the agenda for reference.

The proposed zoning district of Residential Single-family (R-14) is established to provide areas for medium density, single-family residential uses, with a maximum of three (3) dwelling units per acre, where adequate public facilities and services exist with capacity to serve

development. The minimum lot size is 14,000 sf, with minimum building setbacks of 30 feet from the front, 20 feet from the rear, and 12 feet from the left and right side. R-14 provides minimum lot size and density requirements in order to allow for market and design flexibility while preserving the neighborhood character. A list of permitted uses for the R-14 zoning district is included within the agenda for reference.

If rezoned, all of the uses permitted in the Residential Single-family (R-14) zoning district would be allowed and any future development of the subject property will be required to meet the current development standards of the UDO.

Staff has also received a preliminary plat for a portion of the subject property. This preliminary plat will be reviewed by the Planning Board this evening and should be placed on Council's next agenda for final approval. The subdivision, as designed, illustrates a range of lot sizes; although the proposed rezoning is to R-14, the developer has expressed a desire to not construct/include sidewalks. This is allowed currently within the UDO as the average lot size is used to determine if the project is required to provide sidewalks along one side of the street. Based on the proposed plat, the average lot size is a little over 25,000 square feet. So, even if the property is rezoned to R-14, this will not automatically trigger a requirement for sidewalk/curb and gutter, as the requirement is based on actual lot size as proposed in the subdivision design.

The 2020 Land Use Plan identifies a portion of the site as being Industrial Park and a portion of the site is not identified with a land use designation. The Industrial Park designation is to provide for research and selective manufacturing with complimentary uses, to utilize the advantages of locating these uses near each other and to buffer them from adjacent uses. When considering the zoning of this property, current development trends and the surrounding zoning of the neighborhood should be considered.

Staff recognizes that the request does deviate from the recommendations of the adopted comprehensive plan (2020 Land Use Plan), which identifies this area for Industrial-Commercial-Office and Industrial Park; however, the decision to rezone a portion of the subject property to the Barrington Park Conditional Zoning District in the past was based on public testimony that was received from the owners of the business park, which supported the rezoning change due to the persistent lack of interest in the industrial and business development on the subject properties since the original South Park Business Park approval in year 2000. The same holds true today with regard to the lack of interest in developing this area in an industrial or business manner. Also, there has been no forward movement on the Barrington Park project since the original rezoning request in 2007. Therefore, rezoning the subject property to a residential zoning district would appear to allow the owner to make reasonable use of the land while acknowledging that this area appears to be transitioning from commercial. Information presented at the public hearing should also be considered regarding a final decision on the requested zoning map amendment.

Mayor Mann opened the public hearing. Barbara Hess, residing at 5012 Woodstone Court, located in the Woodbridge Subdivision, has lived there for 37 years. She spoke against the rezoning request. She stated that Lee Avenue Extension is a very narrow road. At one end of the subdivision, there is a steep curve and at the other entrance is a very steep hill. They are in the City limits; however, the speed limit is 55 MPH past their subdivision. She said imagine a car

at the top of the hill at 55 MPH and by the time they reach the bottom of the hill, they are going 70 MPH and residents are trying to pull out of the subdivision. Ms. Hess asked that no more traffic be put on Lee Avenue as it is very dangerous as people have been killed at each entrance.

Sondra Burford, residing at 1305 Cedarhurst Drive in Woodbridge Subdivision spoke against the rezoning request. She reiterated the same concerns that Ms. Hess had and stated that it is very hard turning in to the subdivision and out of the subdivision onto the road. It is a very narrow road with a lot of curves. They want to see growth; however, they want safety as well.

Van Groce, Sr., developer of the proposed AGA property, spoke in favor of the rezoning request. He stated that they developed the properties where the previous two ladies that spoke live. They were aware of the danger of installing driveways on Lee Avenue 25 to 35 years ago. In their proposal, they are not planning to put driveways on Commerce Drive because of the push to get a through road to Lee Avenue is not particularly for them but the Fire Department, school system and other people. Hopefully, there will be some turn lanes put in and widened to slow traffic down. Their proposal at this time is to not extend any traffic to Lee Avenue at this time, but this is an issue that needs to be addressed, whether they build or not. They started out on the advice of the EDC of industrial usage and it seems like there has not been much industrial development in that location. They have builders that are interested in 100 wide lots. They would like to please everyone but it gets a little tricky. There is a section of road that is not in the City limits between Woodbridge and AGA Southpark property and the City limits. He did not know how much control the City had over the speed limit on that road.

Council Member Wyhof stated that several people have talked with her about the safety of the road (that does not belong to the City) and asked Mr. Groce if he had any conversation with the D.O.T. about whether there was anything that could be done. Mr. Groce replied not recently. Most of the conversations with the DOT is about getting safe access into Highway 87 and directing traffic that way. The DOT is performing a traffic study now and we will see how that comes out.

Ms. Wyhof stated that people really want sidewalks in housing developments and she is concerned to hear about a proposed project going in without sidewalks. Mr. Groce replied that it is a cost issue; people do not want to pay \$10,000 to \$20,000 for the sidewalks.

Council Member Williams asked about the depth of the lots. Mr. Groce replied the depths of the lots will vary depending on the topography and design; he thought the minimum will be 150 feet and some will be 300 feet or more.

Council Member Taylor clarified with Ms. McNeill that the average lot size is 25,000 sq. ft. She replied yes. Mr. Taylor said it would balance out to 100 x 250 on the average. Ms. McNeill stated that Council will see the proposed preliminary plat at its next meeting and Mr. Groce is correct; they are not all nice, neat rectangles; they take into consideration the topography and the shape of the land. She said not all of the lots are 20,000 sq. ft; therefore, he is requesting R-14 zoning, because the minimum lot size in R-14 is 14,000 and the minimum lot size in R-20 is 20,000 square feet and there lots are between 14,000 and less than 20,000 sq. feet in size.

Mr. Taylor asked what percentage of the lots are not in the R-20 zoning of 20,000 square feet? Ms. McNeill stated that she will have this information when she presents the plat at Council's next meeting.

The public hearing was closed.

*The Planning Board retired to the West End Conference Room.*

## **REGULAR AGENDA**

### **Consider Presentation by Greg Stoch Regarding Traffic on Gulf Street – (Exhibit F)**

Greg Stoch, residing at 220 N. Gulf Street in the Rosemount-McIver Historic District, presented a presentation of how vehicles run the four-way stop at the intersection where he lives and how trucks are travelling on that street when No-Thru Truck Signs are posted on the street. He presented videos of vehicles running the stop sign on various days. He noted that approximately 35 years ago, where he previously lived, he witnessed a car accident where two girls out of four in the vehicle, were killed when a truck ran a stop sign. Mr. Stoch stated that people use Gulf Street as a shortcut from Highway 1 and Spring Lane, to Carthage and Wicker Streets. Some people drive south on Gulf, turning on Bracken Street, Green Street or other streets to get to Horner, and they still run the stop sign. He noted that there are children getting on buses, elderly citizens walking around and children playing. Mr. Stock displayed pictures of the various trucks that drive through the area.

Mr. Stoch stated that something needs to be done. He stated that he is asking for a two-stage solution: first, a quick, relatively inexpensive fix to stop egregious behavior; and secondly, a long-term program to make historic areas of the city more appropriate to their eras. Short term he is requesting three parts: (1) reduce the speed limit on Gulf and Vance Streets from 35 to 25 MPH; (2) block Gulf Street at its north end, where it intersects Weatherspoon Street and Spring Lane-which cuts off people's easy opportunity for a quick shortcut; (3) change the light at Spring Lane and Weatherspoon to be green for traffic from Spring Lane to Horner Boulevard and back. Have the light change "on demand" for people coming out of Rosemount McIver on Weatherspoon Street. This improves the situation for traffic from Highway #1 to Horner Boulevard. He said if people start to use Spottswood, Brinn, or McKernon as shortcuts, he has seen other tools used successfully elsewhere to further inhibit shortcutting.

Mr. Stoch noted that long-term, the City could work with DOT to change the Horner/Weatherspoon intersection to a free-flowing right turn from eastbound Weatherspoon to southbound Horner Boulevard. Horner is a state highway, which requires state support; the City does not control this change. Secondly, develop a "Complete Streets" design for Rosemount McIver, with street scallops or peninsulas like downtown, in the spirit of the 1920s and 1930s, and return the area to the residential, walking neighborhood that the Rosemount-McIver historic guidelines indicate. The Complete Streets solution could be replicated in other historic areas as well. The long-term solution could be costly and added that the long-term ideas be added to the queue.

Mr. Hegwer stated that staff will take a look into this matter.

Mayor Mann recessed the meeting at 8:10 PM and reconvened at 8:20 PM.

Consider Renewal Contract for Inmate Labor Between City of Sanford Public Works and North Carolina Department of Public Safety – (Exhibit F)

Facilities and Beautification Administrator Fedd Walker explained that this is the renewal contract for inmate labor between the City and North Carolina Department of Public Safety. The contract runs from July 1, 2016 through June 30, 2017. It is a successful program and it is utilized daily with the exception of inclement weather. In the contract, the City utilizes eight inmates at \$1 per 8 hour work day. The projected annual cost is \$2,080 per year.

Council Member Haire asked if eight inmates is the limit. Mr. Walker replied it is not a limit but if we ask for more inmates to work, staff will need more equipment and you have to have a custodial supervisor with a certain number of inmates; a supervisor for every four inmates. The supervisor has to have certain training to make sure we stay within the contract and we are not asking the inmates to do work outside of what the Department of Corrections would like for them to do. If we went outside that number, you have to take a trailer with facilities for them to use the bathroom when they do litter pickup. When you go outside the four inmates, then you add an additional supervisor and equipment. The inmates can operate various hand tools, but they cannot drive vehicles, etc. City staff picks the inmates up each morning

Council Member Taylor asked what would be the cost if we were to increase the contract to outfit another crew. Mr. Walker replied that he will look into this matter; you will have to have another truck and trailer. Mr. Taylor stated that as the streetscape projects are completed, we will need more help.

Council Member Taylor made the motion to approve the Inmate Labor Contract. Seconded by Mayor Pro Tem Gaskins, the motion carried unanimously.

Consider Resolution to Temporarily Close a Portion of Chatham Street and Moore Street in Support of the AACA, San Lee Chapter, and Antique Car Show – (Exhibit H)

Transportation Administrator Kris Furmage stated that the resolution temporarily closes Chatham Street between Charlotte Avenue and McIver Street and Moore Street between Carthage Street and Wicker Street, between the hours of 7 AM and 4 PM on Saturday, June 4, for the Antique Car Show, sponsored by the San Lee Chapter of the Antique Automobile Club of America.

Council Member Buckels made the motion to adopt the Resolution to Temporarily Close a Portion of Chatham Street and Moore Street in Support of the AACA, San Lee Chapter, Antique Car Show. Seconded by Council Member Taylor, the motion carried unanimously.

Consider Resolution in Support of the Temporary Closure of a Portion of North Avenue for the Purpose of Vacation Bible School Activities by East Sanford Baptist Church – (Exhibit I)

Transportation Administrator Kris Furmage stated that the resolution temporarily closes North Avenue from Third Street to Fourth Street, beginning June 12, 2016 through June 17, 2016, between the hours of 6 PM and 9 PM, for the purpose of Vacation Bible School Kickoff Activities, held by East Sanford Baptist Church. This is for the safety of the kids.

City Council Meeting  
May 17, 2016

Council Member Buckels made the motion to adopt the Resolution in Support of the Temporary Closure of a Portion of North Avenue for the Purpose of Vacation Bible School Activities by East Sanford Baptist Church. Seconded by Council Member Wyhof, the motion carried unanimously.

Consider Resolution Authorizing the Advertisement of an Electronic Auction to Sell Certain Personal Property of the City of Sanford – (Exhibit J)

Fleet Superintendent Randy Paschal stated that the resolution authorizes the advertisement of an electronic auction by GovDeals to sell certain personal property of the City. If approved, the auction will go live June 1, 2016, at 8 AM.

Mayor Pro Tem Gaskins made the motion to adopt the Resolution Authorizing the Advertisement of an Electronic Auction to Sell Certain Personal Property of the City of Sanford. Seconded by Council Member Wyhof, the motion carried unanimously.

Consider Resolution Authorizing the Advertisement of an Offer to Purchase Vacant Property on Daisy Street, Pin Number 9642-87-0027 – (Exhibit K)

City Attorney Susan Patterson explained that we have received an offer from William Leonel Guevara to purchase vacant property on Daisy Street in the amount of \$600. The property was donated to the City by Wilkins Corporation and is located close to the property currently owned by Mr. Guevara. The resolution authorizes the advertisement for upset bids to sell the property. She noted that there is a typographical error in the description of the resolution; however, it has been corrected.

Mr. Haire asked if the City pays for the surveyor to go out and stake the property. Attorney Patterson replied no; however, the City pays the closing costs. Mr. Haire asked out of the \$600, how much would it take to cover the closing costs? Attorney Patterson replied that she did not know. Mr. Guevara would cover the cost of the advertisements and put down a deposit; he would have his own attorney do the title work.

Ms. Wyhof asked if the \$600 was based on anything such as tax value, etc. Attorney Patterson replied that it is an amount he offered; the tax value is \$500 on the property.

Mr. Gaskins stated that in the past, when we donated property to Brick Capital and Habitat they paid the \$600 for the closing costs.

Mayor Pro Tem Gaskins made the motion to adopt the Resolution Authorizing the Advertisement of an Offer to Purchase Vacant Property on Daisy Street, Pin Number 9642-87-0027. Seconded by Council Member Buckles, the motion carried unanimously.

Presentation of Proposed Budget for Fiscal Year 2016 – 2017 – (Exhibit L)

City Manager Hal Hegwer presented a summary/powerpoint of the proposed budget for Fiscal Year 2016-2017 (as shown on Exhibit L). A public hearing has been scheduled for June 7 and after the public hearing, Council may consider adoption of the budget. He gave an overview of the status of the General Fund, Utility Fund, Golf Fund, Fund Balance and Special Tax District. In the Utility Fund, expenses will include \$4.5 million for extension of utilities to the Central

Carolina Enterprise Park; \$3.5 million to upsize the Little Buffalo Sewer line; and for an additional employee for NC 811 for line locates. There will be some rate increases in the golf fees.

In summary of the budget, there is a cost-of-living adjustment in the amount of 0.5 percent; merit plan still in place of 2 percent; health insurance increase to employees of 5.0 percent for premiums; added two additional employees in 911 Dispatch and one Utility employee to meet NC 811 requirements; a 2 percent increase is proposed in the water and sewer rates; and a slight increase in golf fees.

A workshop will be held on Tuesday, May 24, at 5:30 PM, in the West End Conference to discuss the budget and give Council Members an opportunity to ask questions.

Council Member Taylor requested a copy of the Capital Improvement Plans for the last ten years to they can get an idea when something has not been funded and how it impacts our bottom line budget. It is a good snapshot to see where indecision is decision in regards to public safety.

Mayor Mann asked Council to review their budgets over the weekend and if possible, send their questions to staff so they can answer them. Mr. Taylor requested a copy of the questions and answers be sent to all council members.

**NEW BUSINESS – (Items for discussion and action will only be taken if necessary. Otherwise, these items will be placed on the next agenda for approval.)**

#### **OTHER BUSINESS**

Council Member Taylor stated there has been a lot of activity lately involving crime and would encourage us to step up the efforts with the business community to make sure they are doing everything they can to keep their employees safe.

Mayor Pro Tem Gaskins extended condolences, on behalf of the City, to the family of former Lee County Attorney Dick Hoyle; a man that has served Lee County for decades.

Mayor Mann reminded Council of the various boards and commissions appointments that will be made in June. He asked them to seek applications for the vacancies.

**ALL EXHIBITS CONTAINED HEREIN ARE HEREBY INCORPORATED BY REFERENCE AND MADE A PART OF THESE MINUTES.**

City Council Meeting  
May 17, 2016

**ADJOURNMENT**

Mayor Pro Tem Gaskins made the motion to adjourn the meeting; seconded by Council Member Haire, the motion carried unanimously.

Respectfully Submitted,

\_\_\_\_\_  
T. CHET MANN, MAYOR

ATTEST:

\_\_\_\_\_  
BONNIE DAVIS, CITY CLERK

**REIMBURSEMENT RESOLUTION**  
**INDUSTRIAL PARK WATER AND SEWER IMPROVEMENTS**

**WHEREAS**, the Finance Officer has described to the Council the desirability of adopting a resolution, as provided under federal tax law, to facilitate the unit's using loan proceeds to restore the unit's funds when the unit makes capital expenditures prior to closing on the financing.

**BE IT RESOLVED** by the City of Sanford as follows:

Section 1: The project authorized is for the design of the industrial park water and sewer improvements in the amount of \$265,000.

Section 2: The project is to be financed through loan proceeds and the maximum amount to be issued or contracted for the project is \$4,500,000.

Section 3: Funds that have been advanced, or may be advanced, from the Utility Fund for project costs are intended to be reimbursed from the loans proceeds.

Section 4: The adoption of this resolution is intended as a declaration of this unit's official intent to reimburse project expenditures from financing proceeds.

ADOPTED this, the 21st day of June, 2016.

\_\_\_\_\_  
T. Chet Mann, Mayor

ATTEST:

\_\_\_\_\_  
Bonnie Davis, City Clerk

\_\_\_\_\_  
Susan C. Patterson, City Attorney

**AN ORDINANCE AMENDING THE ANNUAL OPERATING BUDGET  
OF THE CITY OF SANFORD FY 2015-2016**

BE IT ORDAINED by the City Council of the City of Sanford, North Carolina in regular session assembled.

Section 1: The following amounts are hereby amended to ordinance 2015-36 per G. S. 159-15 for the continued operation of the City of Sanford, its government, and activities for the balance of the fiscal year 2015-2016.

**UTILITY FUND  
APPROPRIATION OF FUNDS**

<b>REVENUES</b>			<b>EXPENDITURES</b>	
300945 54000	Retained Earnings	265,000	30096650 70004	Transfer to Capital Project
				265,000
	<b>Total Appropriation</b>			<b><u>\$265,000</u></b>

Section 2. This ordinance shall be in full force and effective from and after the date of its adoption.

ADOPTED this, the 21st day of June, 2016.

\_\_\_\_\_  
T. Chet Mann, Mayor

ATTEST:

\_\_\_\_\_  
Bonnie Davis, City Clerk

\_\_\_\_\_  
Susan C. Patterson, City Attorney

## 2015-2016 BUDGET ORDINANCE AMENDMENT

## UTILITY FUND

Appropriation of Funds - results in increasing of budget

**Revenues**

Retained Earnings	265,000	To appropriate retained earnings for item described below
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**Expenditures**

Transfer to Capital Project	265,000	Funds required for the design of the Industrial Park Water and Sewer Improvements (these funds will be reimbursed to the city once financing has been secured)
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**CAPITAL PROJECT ORDINANCE**

**INDUSTRIAL PARK WATER AND SEWER IMPROVEMENTS**

**BE IT ORDAINED** by the City Council of the City of Sanford, North Carolina that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

Section 1: The project authorized is for the extension of the city's water and sewer distribution and collection systems to serve the development of an industrial park at US1 and Colon Road.

Section 2: The officers of this unit are hereby directed to proceed with the capital project within the terms of the loan proceeds and the budget contained herein.

Section 3: The following amounts are appropriated for the project:

Design	\$ 265,000
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Section 4: The following revenues are anticipated to be available to complete this project:

Transfer from Utility Fund	\$ 265,000
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Section 5: The Finance Officer is hereby directed to maintain within the Capital Project Fund sufficient specific detailed accounting records to satisfy the requirements of the loan documents and state regulations.

Section 6: Funds may be advanced from the Utility Fund for the purpose of making payments as due. Reimbursement requests should be made to the lending institution in an orderly and timely manner.

Section 7: The Finance Officer is directed to report, on a quarterly basis, on the financial status of each project element in Section 3 and on the total revenues received and claimed.

Section 8: The Finance Officer is directed to include in the annual budget information projects authorized by previously adopted project ordinances which will have appropriations available for expenditure during the budget year.

Section 9: Copies of this capital project ordinance shall be furnished to the Clerk to the City Council and the Finance Officer for direction in carrying out this project.

ADOPTED this, the 21st day of June, 2016.

\_\_\_\_\_  
T. Chet Mann, Mayor

ATTEST:

\_\_\_\_\_  
Bonnie Davis, City Clerk

\_\_\_\_\_  
Susan C. Patterson, City Attorney

**AN ORDINANCE AMENDING THE ANNUAL OPERATING BUDGET  
OF THE CITY OF SANFORD FY 2015-2016**

BE IT ORDAINED by the City Council of the City of Sanford, North Carolina in regular session assembled.

Section 1: The following amounts are hereby amended to ordinance 2015-36 per G. S. 159-15 for the continued operation of the City of Sanford, its government, and activities for the balance of the fiscal year 2015-2016.

**SPECIAL TAX FUND**

**TRANSFER OF FUNDS**

**Transfer from the Following Accounts:**

**Transfer to the Following Accounts:**

40054200 645004 Contractual Services - Events 4,000

40054200 64500 Contractual Services 4,000

**Total Appropriation**

**\$ 4,000**

Section 2. This ordinance shall be in full force and effective from and after the date of its adoption.

ADOPTED this, the 21st day of June, 2016.

\_\_\_\_\_  
T. Chet Mann, Mayor

ATTEST:

\_\_\_\_\_  
Bonnie Davis, City Clerk

\_\_\_\_\_  
Susan C. Patterson, City Attorney

**2015-2016 BUDGET ORDINANCE AMENDMENT****SPECIAL TAX FUND****Transfer from the Following Funds - results in decreasing of budget**

Contractual Services - Events	4,000	To transfer funds required for item described below
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**Transfer to the Following Funds - results in increasing of budget**

Contractual Services	4,000	Additional funds required for staffing of Downtown Sanford, Inc.
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Office of the Mayor  
City of Sanford

**P**roclamation ♦♦  
**HONORING THE LIFE OF  
KENNETH RICHARD "DICK" HOYLE, SR.**

**WHEREAS**, Kenneth Richard "Dick" Hoyle, Sr. was born and raised in Sanford and made his home here with his wife Carmen, raising children Jewel, Julia, Patty, and Kenneth Jr., who filled his life with five grandchildren; and

**WHEREAS**, Mr. Hoyle was a World War II veteran who served in the Pacific Theatre of Operations with the U. S. 8th Army under General Robert Eichelberger from 1944 to 1946 and was part of the Occupation Forces based in Tokyo after the war, and joined the U.S Army Reserves and eventually retired as a Major in the U. S. Army Judge Advocate Corps in 1986; and

**WHEREAS**, Mr. Hoyle began his legal practice in 1951 and served as Assistant Solicitor for Lee County from 1952 to 1958 as well as town attorney for Broadway from 1953 to 1991; and was hired as the attorney for Lee County in 1992 after serving on a part-time basis since 1961; and

**WHEREAS**, Mr. Hoyle held a deep love for his county and its people throughout his long and distinguished career, leading to his induction into the Order of the Long Leaf Pine in recognition of 50 years of legal service to Lee County; and

**WHEREAS**, Mr. Hoyle was also dedicated to his legal community, serving in a leadership capacity for the North Carolina State Bar for many years, including as President of the Lee County Bar Association, and was inducted into the General Practice Hall of Fame in 1989; and

**WHEREAS**, Mr. Hoyle was a charter member of the Sanford Exchange Club, served as vice chairman of the Sanford Area Chamber of Commerce and served on the local board of First Citizens Bank, as well as, serving as chairman of the Lee County Democratic Party from 1983 to 1987; and

**WHEREAS**, Mr. Hoyle was a loyal member of St. Luke United Methodist Church, where he served as teacher, usher, trustee, lay speaker, and more;

**NOW, THEREFORE**, by virtue of the authority vested in me as Mayor of the City of Sanford, I, T. Chet Mann, do hereby recognize the significant and lasting contributions of Mr. Hoyle, known to all as a fine Southern Gentleman and person of the highest integrity, to the Sanford and Lee County community and extend our sincere condolences to the Hoyle family.

**PROCLAIMED** this 21st day of June, 2016.

  
T. CHET MANN, MAYOR

Recognition of Lee County Young Commissioners –  
Speakers - Justice Evans and Addison Woody

\$240 FEE\*



### Zoning Map Amendment (Rezoning) Application

Circle Jurisdiction That Applies:

City of Sanford

Lee County

Town of Broadway

- 1. Applicant Name: Mil-Kat Properties, LLC
- 2. Applicant Address: 1963 Chris Cole Road, Sanford, NC 27332
- 3. Applicant Telephone: 919-478-3443
- 4. Name and Address of Property Owner(s) if different than applicant:

5. Location of Subject Property: 4563 NC 87 Highway, Sanford, NC 27332 <sup>ADJ. LOT TO SOUTH</sup>  
Lee Co. P.L.N. 9660-59-1002 <sup>9660-59-2407 (PORTIONS OF)</sup>

6. Total Area included in Rezoning Request: 10.51 Acres <sup>6.5+</sup>

7. Zoning Classification: Current: O&I Requested: C-2

8. Existing Land Use(s): Vacant

9. Reason(s) for Requesting a Zoning Map Amendment (Rezoning):  
Potential development of property to include a retail center.

10. Signature(s) of Applicant (and Property Owners if different from Applicant).

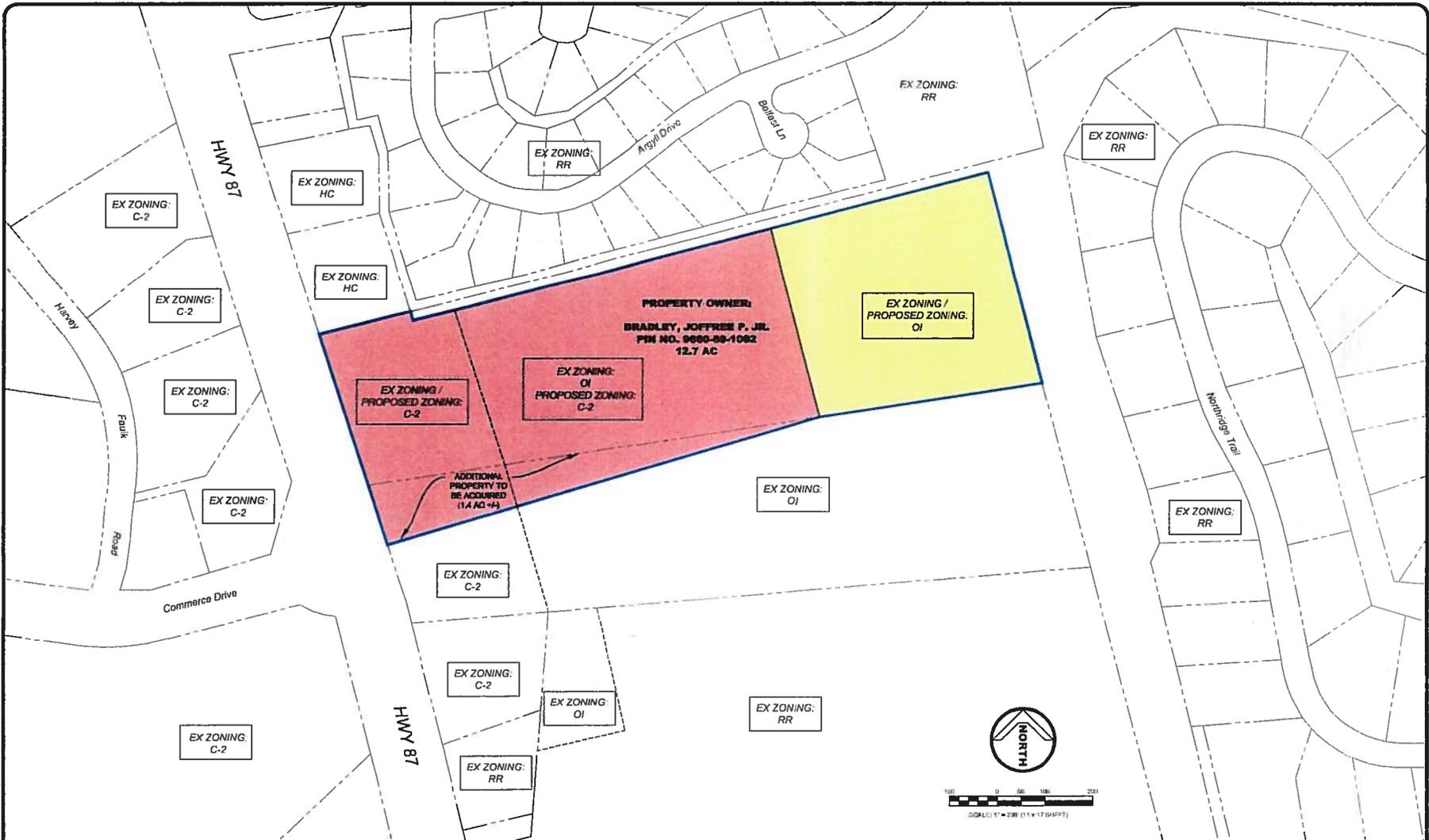
*I hereby acknowledge that the information contained herein is true. It is further understood that this application will be reviewed for completeness and accuracy and that it shall not be scheduled for official consideration until all required contents are submitted in proper form to the City of Sanford/Lee County Community Development Department.*

P Jeffrey Bradley Jr 4-22-16  
Signature of Property Owner(s) (Sign & Print) Date  
Mark Adams Assoc. Development LLC 6/8/16

- Required Attachments/Requirements**
- A. A copy of a current Lee County Tax Map illustrating the location of the area to be rezoned. If the exterior boundary of the area to be rezoned does not follow along existing property boundaries, then the applicant shall be required to submit a metes and bounds (legal) description describing the area requested for rezoning.
  - B. \*If the requested rezoning is for a Conditional Zoning District, a Supplemental Application for Conditional Zoning District must also be included, along with an additional \$120.00 fee (\$360 total fee for Conditional Zoning).
  - C. A \$240.00 Application fee, payable to the City of Sanford is required before processing the application.
  - D. The application submission deadline is the second Friday of each month for the rezoning to be heard the following month.

Date Received: 2016-06-08 **STAFF USE ONLY** Fee Paid: \$240.00 Application No.: 551-2016-01  
Staff Signature: [Signature] Energov Case No.: 2-14-4-10-8101  
L:\Forms & Certifications\Renewing Apps (Updated 2013-05-28)

1/2



**BRADLEY PROJECT  
SANFORD, NORTH CAROLINA**

ZONING MAP		
Sheet:	Scale:	Date:
1 of 1	1" = 200' (11 X 17 SHEET)	06 JUN 2016

REVISIONS

**FOR ZONING APPROVAL  
ONLY**

**JThomas Engineering, Inc.**  
 civil engineering • planning  
 143 Charlotte Avenue, Suite 104  
 Sanford, North Carolina 27330  
 (919) 377-0010 phone  
 www.jthomasingeering.com  
 license no. C-3389

**PROFESSIONAL ENGINEER'S SEAL**

File: C:\Documents and Settings\All Users\Desktop\JTP PROJECTS\PROJECTS\BRADLEY PROJECT\11 X 17 SHEET\BRADLEY PROJECT - SANFORD - 06 JUN 2016.dwg Plot Date: 6/9/2016

2016-06-01

**Sanford City Council and Sanford Planning Board**  
**Public Hearing Information**  
**Application #551-2016-0601 to Amend the City of Sanford Zoning Map**  
**June 21, 2016**

**APPLICANT:** Wil-Kat Properties, LLC

**PROPERTY OWNERS:** Tract 1 is owned by Joffree P. Bradley, Jr.  
 Tract 2 is owned by Groce Development, LLC

**REQUEST:** Rezone from Office & Institutional (O&I) to General Commercial (C-2) a portion of Tax Parcel 9660-59-1002 and a portion of Tax Parcel 9660-58-2607.

**LOCATION:** Tract 1 (northern tract) is addressed as 4563 and 4599 NC 87 Hwy  
 Tract 2 (southern tract) is a vacant tract, which adjoins Tract 1 to the south.  
 Both tracts have frontage on NC 87 Hwy, opposite Commerce Drive.

**TOWNSHIP:** Jonesboro

**TAX PARCEL NO.:** Tract 1 is identified as Tax Parcel 9660-59-1002.  
 Tract 2 is identified as Tax Parcel 9660-58-2607.  
 Both tracts are illustrated on Tax Maps 9660.01 and 9660.02.

**ADJACENT ZONING:**

North (Lee Co.): Highway Commercial (HC) and Residential Restricted (RR)  
 South & East (City): General Commercial (C-2) and Office & Institutional (O&I) on the portion of Tax Parcel 9660-58-2607 which is not included within this rezoning request.  
 South (Lee Co.): Residential Restricted (RR)  
 East (Lee Co.): Residential Restricted (RR)  
 West (City): General Commercial (C-2), Opposite NC 87 Hwy

**Site and Area Description**

The subject property totals 6.5 ± acres and includes portions of two tracts of land with frontage on NC Hwy 87, opposite Commerce Drive, which are described as follows:

- Tract 1 is a 12.7 ± acre tract of land addressed as 4563 and 4599 NC Hwy 87 and identified as Tax Parcel 9660-59-1002 that currently has 2.2 ± acres zoned General Commercial (C-2) and 10.5 ± acres zoned Office & Institutional (O&I). The proposed rezoning would increase the area zoned General Commercial (C-2) from 2.2 ± acres to 8.0 ± acres and reduce the area zoned Office & Institutional (O&I) from 10.5 ± acres to 4.7 ± acres. The portion of this tract to be rezoned equals 5.8 ± acres.  
 Tract 1 is developed with a single-family dwelling and a modular office unit that was formerly utilized as a real estate office and as an auto sales business.

2016-06-01

- Tract 2 is a 11.4 ± acre tract of land identified as Tax Parcel 9660-58-2607 that currently has 2.0 ± acres zoned General Commercial (C-2) and 9.4 ± acres zoned Office & Institutional (O&I). The proposed rezoning would increase the area zoned General Commercial (C-2) from 2.0 ± acres to 2.7 ± acres and reduce the area zoned Office & Institutional (O&I) from 9.4 ± acres to 8.7 ± acres. The portion of this tract to be rezoned equals 0.7 ± acres.

Tract 2 is vacant and does not appear to have been developed in the past.

Land uses in the area, on the same side of NC 87 Hwy as the subject property, include Carolina Trace gated residential community, single-family houses, and an office for Sandhills Realty.

Land uses in the area, on the opposite side of NC 87 Hwy from the subject property, include a BP convenience store with gas sales, a multi-tenant commercial building currently occupied by a Subway restaurant with drive-through, a church and a medical office

#### **Utilities**

The subject property appears to be served by a private well and septic systems. If the rezoning is approved, all new development that proposes to connect to public water and/or a future extension of public sewer will need to be approved by the City of Sanford Public Works Department to verify compliance with all applicable regulations for commercial projects. All private septic systems would need to be approved by the Lee County Environmental Health Department to verify compliance with all applicable regulations for commercial projects.

#### **Staff Analysis**

The current zoning of Office & Institutional (O&I) is established to provide for agencies and offices rendering specialized services and traditional institutional functions (both public and private) including, but not limited to, governmental facilities, cultural and recreational facilities, educational facilities and charitable institutions. The dimensional requirements of the O&I district include a minimum lot width of 50 feet, a minimum lot depth of 100 feet (which creates a minimum lot size of 5,000 square feet), with principal building setbacks of 10 feet from any street right-of-way and the required landscape buffer yard width determining the required rear and side yard setbacks as measured from the property lines.

Some of the uses permitted by right in the O&I district include finance and insurance services, florist, medical equipment sales/rental/lease, office building, personal services, professional services, restaurants with no drive-thru, contractor's offices with no outdoor storage areas, fitness gyms/spas, medical or dental offices, religious complex and schools. Special Uses allowed in the O&I district, subject to approval by the Board of Adjustment include single-family homes, sports stadiums/arenas and water or sewage treatment plants. A list of permitted uses for the O&I district is included within the agenda for your reference.

2016-06-01

The proposed zoning district of General Commercial (C-2) is established to provide areas for general commercial activities designed to serve the community such as shopping centers, repair shops, wholesale businesses, and retail sales with limited outdoor display of goods and limited outdoor operations. This district promotes a broad range of commercial operations and services necessary for large regions of the County, providing community balance and should be located on or within proximity to major thoroughfares. The dimensional requirements of the C-2 district include a minimum lot width of 50 feet, a minimum lot depth of 100 feet (which creates a minimum lot size of 5,000 square feet), with principal building setbacks of 10 feet from any street right-of-way and the required landscape buffer yard width determining the required rear and side yard setbacks as measured from the property lines.

Some of the uses permitted by right in the C-2 district include administrative services, appliance sales/repair/maintenance, art dealers/supplies/services, bakeries, clothing stores, convenience stores with or without gas sales, consignment shops, farm/landscape/garden supply sales with indoor or outdoor storage, grocery stores/supermarkets. Motor vehicle sales/service, office buildings, personal services, professional services, restaurants with or without drive-through facilities, shopping centers, fitness gyms, hospitals, medical or dental offices, religious institutions and schools. Special Uses allowed in the C-2 contractor's office with outdoor storage, public utility storage or service yards and water or sewage treatment plants. A list of permitted uses for the C-2 district is included within the agenda for your reference.

### **Transportation**

Tract 1 has approximately 334 feet of road frontage on NC 87 Hwy and Tract 2 has approximately 307 feet of road frontage on NC 87 Hwy, which is a NCDOT maintained public street. The actual subject property that is included within the rezoning request does not have road frontage since it is a portion of two existing tracts of land. Any/all driveway changes or new development plans for the site should be reviewed and approved by NCDOT.

The 2007 Lee County Comprehensive Transportation Plan references NC 87 Hwy as an existing boulevard that needs improvement. At this time, there are no plans to alter the existing roadway in front of this site. Staff has referred the applicant to NCDOT for the latest information regarding regulations regarding the existing and proposed site access.

There are no NCDOT Traffic Study counts in the immediate area of the subject property. The roadway in front of the site is a four-lane highway with a striped median that does not include a turn lane.

There is a 2012 traffic count of 28,000 vehicle per day approximately 9,000 feet or 1.7 miles north of the site in front of the Cracker Barrel restaurant at 3212 NC 87. There is a 2012 traffic count of 21,000 vehicle per day approximately 7,500 feet or 1.3 miles south of the site in front of a portion of the Carolina Trace golf course. This location is also 1,300 feet or 0.25 of a mile north of the intersection of NC Hwy 87 and the Carolina Trace main entrance and Frank Wicker Road

2016-06-01

**Environmental & Local Overlay Districts**

The subject property does not appear to be located within a Watershed Conservation Overlay District, a Flood Hazard Area, a designated local historic district or the areas included within the adopted small area plans.

The City of Sanford, Lee County and the Town of Broadway do not have local grading permits and rely on the North Carolina Department of Environmental Quality to regulate land disturbing activities. For questions or concerns regarding land disturbing activities, please contact the North Carolina Division of Energy, Mineral, and Land Resources Sediment Program at 1612 Mail Service Center, Raleigh, NC 27699-1612 or call 919-707-9220 or visit the NCDEQ website at <http://deq.nc.gov>.

**Development Standards**

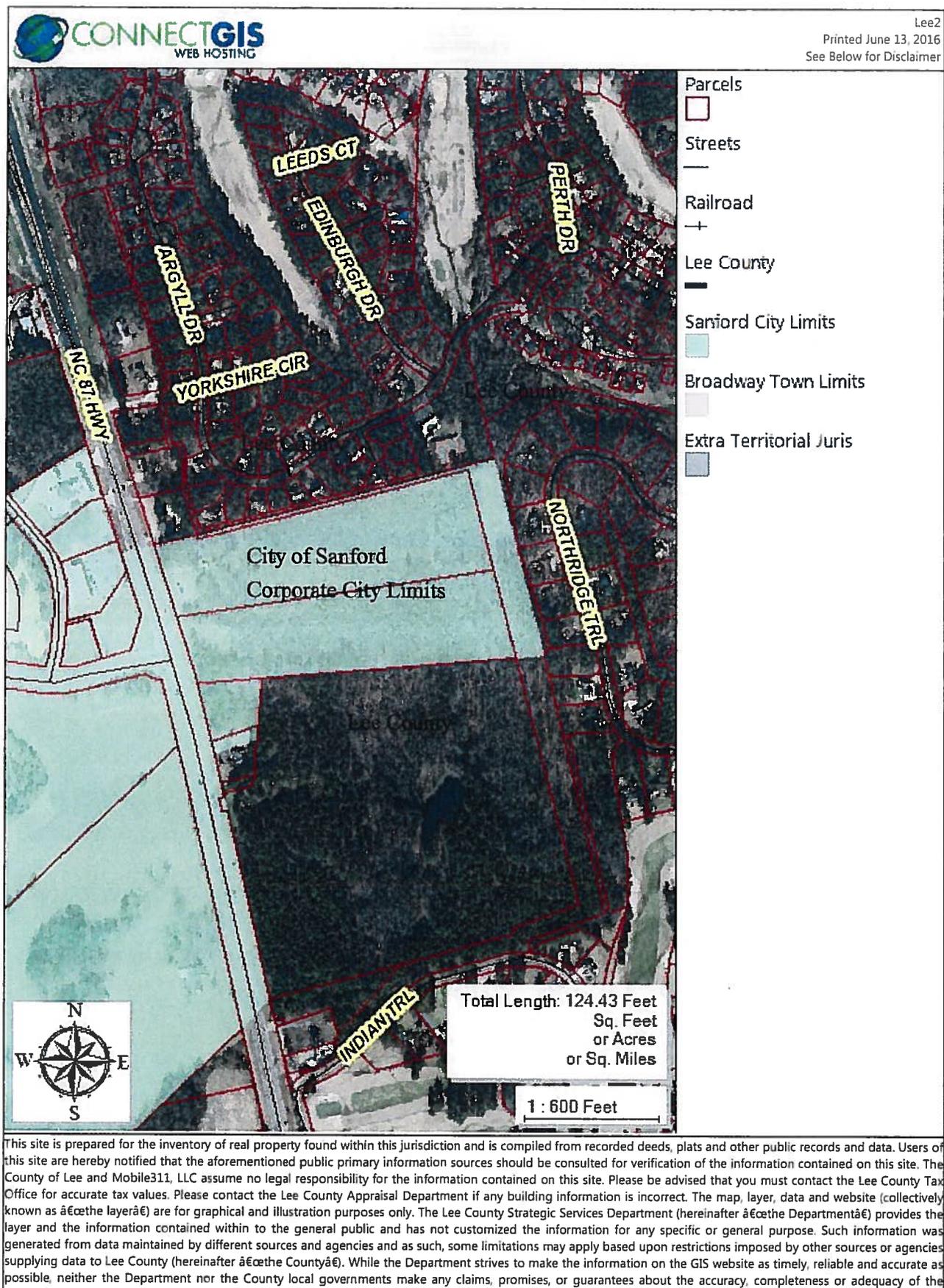
If rezoned, all of the uses permitted in the General Commercial (C-2) zoning district would be allowed and any future redevelopment of the subject property will be required to meet the current development standards of the UDO.

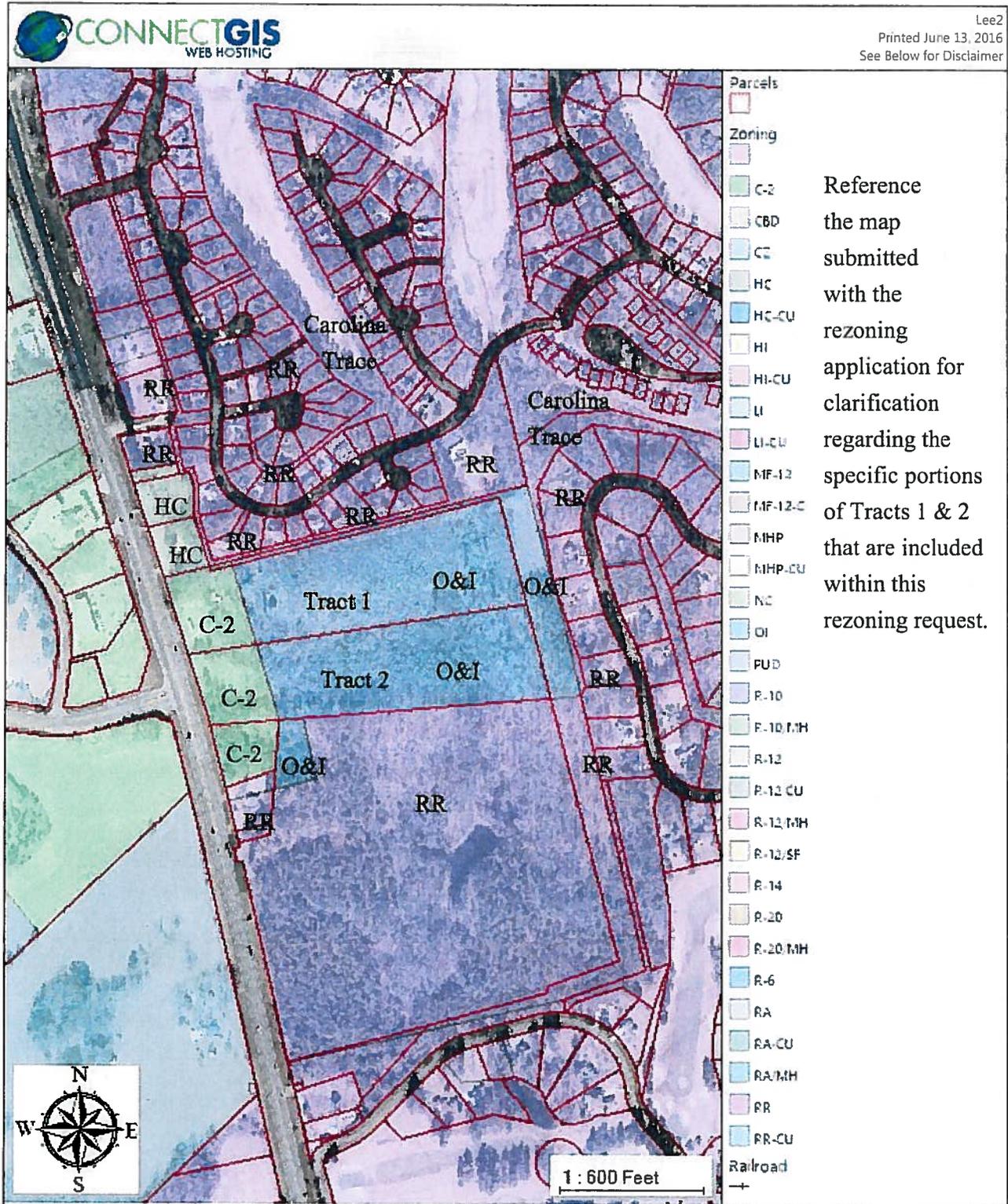
**Conformance with the Sanford/Lee County 2020 Land Use Plan**

The 2020 Land Use Plan Map does not identify a specific land use for the subject property; therefore, when considering the zoning of this property, current development trends and the surrounding zoning of the neighborhood should be considered.

**Recommendation from Planning & Development Staff**

Staff recommends that the Boards support this rezoning request as it appears to be reasonable and in the public interest based on the mix of existing uses in the area with the trend along NC Hwy 87 to be commercial development (newer commercial development in the area as opposed to residential development), the location along a busy four lane highway and the request for a portion of the tracts to be rezoned as opposed to all of the tract to be rezoned which will allow the existing zoning of Office & institutional (O&I) to serve as a buffer between the existing residential development to the rear and the proposed commercial development within the area requested to be rezoned to General Commercial (C-2). The 2020 Land Use Plan Map does not identify a specific land use for the subject property; therefore, when considering the zoning of this property, current development trends and the surrounding zoning of the neighborhood should be considered. Also, information presented at the public hearing may provide additional information that should be considered regarding a final decision on the requested zoning map amendment.





Reference the map submitted with the rezoning application for clarification regarding the specific portions of Tracts 1 & 2 that are included within this rezoning request.

This site is prepared for the inventory of real property found within this jurisdiction and is compiled from recorded deeds, plats and other public records and data. Users of this site are hereby notified that the aforementioned public primary information sources should be consulted for verification of the information contained on this site. The County of Lee and Mobile311, LLC assume no legal responsibility for the information contained on this site. Please be advised that you must contact the Lee County Tax Office for accurate tax values. Please contact the Lee County Appraisal Department if any building information is incorrect. The map, layer, data and website (collectively known as "the layer") are for graphical and illustration purposes only. The Lee County Strategic Services Department (hereinafter "the Department") provides the layer and the information contained within to the general public and has not customized the information for any specific or general purpose. Such information was generated from data maintained by different sources and agencies and as such, some limitations may apply based upon restrictions imposed by other sources or agencies supplying data to Lee County (hereinafter "the County"). While the Department strives to make the information on the GIS website as timely, reliable and accurate as possible, neither the Department nor the County local governments make any claims, promises, or guarantees about the accuracy, completeness or adequacy of the

## **O&I, OFFICE & INSTITUTIONAL ZONING DISTRICT**

Please note: This list was created by Sanford/Lee County Planning & Development staff as a summary of the permitted land uses within a specific zoning district and is intended for general informational purposes. Staff makes every effort to ensure that the information provided is accurate and up-to-date; however, it is recommended that you verify with Planning & Development staff that the proposed use is permitted within the specific zoning district and discuss any/all development requirements prior to pursuing a project. This information is applicable for the jurisdictions of the City of Sanford, Lee County and the Town of Broadway in North Carolina.

### **USES PERMITTED BY RIGHT**

The uses listed below are permitted by right, subject to any/all other applicable standards of the Unified Development Ordinance (for example, parking requirements).

<b><u>Accessory Uses</u></b>
Accessory uses (See Section 5.1)
<b><u>Accommodations and Group Living</u></b>
Boarding House /Room Renting
Dormitories for the students of colleges, commercial schools, staff of hospitals
Group Home/Residential Care Facility, Level I
Group Home/Residential Care Facility, Level II
Child and Youth Services
Nursing, Supervision, Adult Care Homes, Group Care Facilities, and other rehabilitative services
<b><u>General Sales or Service</u></b>
Administrative Services, Travel Arrangement and Reservation Services, Investigation and Security Services (locksmiths)
Antique Shops
Electronic equipment (small), sales and service
Finance and Insurance Services (Bank, Credit and Finance, Insurance-related)
Florist
Mail order or direct selling establishments/electronic shopping and mail-order houses
Medical equipment sales, rental or leasing
Office building (general)
Personal Services (nail salons, barbers, shoe repair and similar establishments), not otherwise listed
Pharmacy or Drugstore, without drive through facility
Printing and Publishing Services
Professional Services (Legal, Accounting, Architectural, Graphic, Consulting Services, Research and Development, Advertising, etc.)
Real Estate, Sales, Rental & Leasing
Repair of any goods, equipment or vehicles, the manufacture, assembly or sales of which are permitted in that zoning district
Restaurants, no drive-in or drive-through facilities
Services to buildings and dwellings (Extermination, Janitorial, Landscaping, Carpet and Upholstery cleaning, Packing and crating, etc.), no outside storage

<b><u>Industrial &amp; Manufacturing Use</u></b>
Contractors' offices/shop without outdoor storage areas
<b><u>Arts, Recreation, &amp; Entertainment</u></b>
Aquarium or Planetarium
Amphitheater
Art galleries
Exhibition, convention, or conference structure
Fitness and recreational sports, gym, health, spa, reducing salon, swimming pool/ auditorium, racquet club or athletic club (not otherwise listed)
Golf courses, public and private
Golf driving ranges
Museums and art galleries
Parks, playgrounds, and athletic fields operated on a noncommercial basis
<b><u>Education, Public Administration, Health Care, and Institutional</u></b>
Civic, Social and Fraternal Organizations, including community centers, meeting halls, community halls, reception halls, wedding halls for assembly and recreation
Crematorium & embalming
Day Care facility, Adult
Fire, sheriff, and emergency services
Funeral homes
Governmental Functions, not otherwise listed
Hospitals
Libraries
Medical and dental clinics or offices, ambulatory or outpatient care, family planning and care, and blood or organ banks
Post office
Religious Complex (less than 350 seats), new site
Religious Complex (more than 350 seats), new site
Religious Complex (any size), addition to existing complex site
Schools Continuing Education (alternative, adult colleges and universities and technical, trade, and other specialty schools)
Schools, Pre-K –Secondary (nursery and preschool, grade schools, elementary, middle, and high school), addition to new site
Schools, Pre-K –Secondary (nursery and preschool, grade schools, elementary, middle and high school), addition to existing site
Schools, Fine and Performing Arts
Social assistance, welfare and charitable services
<b><u>Transportation, Communication, and Utilities</u></b>
Parking lots, parking structures or underground parking areas (commercial or governmental)
Radio and TV stations and studios (excluding transmission tower)
Utility lines (including electric lines, phone/cable lines distribution circuits, gas/fuel lines/water lines, steam/air conditioning lines, irrigation channels, and sewer/waste water lines)
<b><u>Agriculture</u></b>
Animal Production and Support Services, (unincorporated Lee County)
Crop Production and Support Functions, (unincorporated Lee County)

Crop Production and Support Functions, (Sanford and Broadway)
Forestry and Logging and Support Services, (unincorporated Lee County)

### **USES PERMITTED WITH DEVELOPMENT REGULATIONS**

The uses listed below may either be permitted by right or upon approval of a Special Use Permit, but are also subject to the requirements of Article 5 Supplemental Development Regulations of the Unified Development Ordinance (for example, daycares are required to install a fence around outdoor play areas).

<b><u>Residential Uses</u></b>
Home Occupations (See Section 5.16)
<b><u>Accommodations and Group Living</u></b>
Bed and breakfast inn (See Section 5.4)
Hotel, Motel, and tourist court (See Section 5.17)
<b><u>Industrial &amp; Manufacturing Uses</u></b>
Landfills, LCID, 2 acres or less in size (See Section 5.19)
<b><u>Education, Public Administration, Health Care, and Institutional</u></b>
Cemeteries, public and private (does not include individual family plots) (See Section 5.6)
Day Care facility, Child Care Center (See Section 5.10)
Day Care facility, Home Child Care (See Section 5.10)

### **USES PERMITTED UPON ISSUANCE OF A SPECIAL USE PERMIT**

The uses listed below are permitted in the respective zoning district only after review and approval of a Special Use Permit by the Board of Adjustment for the applicable jurisdiction in accordance with Article 3 Zoning and Permitting Procedures, Section 3.5 Special Use Permits of the Unified Development Ordinance. Special uses are subject to any/all applicable general design standards, any development regulations which apply to the specific use and those requirements that may reasonably be imposed by the respective board as per the Unified Development Ordinance.

<b><u>Residential Uses</u></b>
Dwelling, Duplex (two-family dwelling)
Dwelling, Modular home
Dwelling, Single-family detached
<b><u>Accommodations &amp; Group Living</u></b>
Group Home/Residential Care Facility, Level III
Group Home/Residential Care Facility, Level IV
<b><u>Art, Recreation &amp; Entertainment</u></b>
Sports stadiums or arenas
<b><u>Transportation, Communication, and Utilities</u></b>
Sewage treatment and Water treatment plants

**USES PERMITTED UPON ISSUANCE OF A SPECIAL USE PERMIT  
THAT HAVE SPECIFIC DEVELOPMENT REGULATIONS**

The uses listed below are permitted in the respective zoning district only after review and approval of a Special Use Permit by the Board of Adjustment for the applicable jurisdiction in accordance with Article 3 Zoning and Permitting Procedures, Section 3.5 Special Use Permits of the Unified Development Ordinance. In addition to any/all applicable general design standards and those requirements that may reasonably be imposed by the respective board, these uses have specific standards that must be adhered to as per the Unified Development Ordinance (for example, fencing is required around the base of telecommunication towers, including any structures or guy wires).

<b><u>Residential Uses</u></b>
Dwelling, Multifamily (three or more units) (See Section 10.3)
Dwelling, Single-family attached (See Section 10.3)
<b><u>Industrial &amp; Manufacturing Uses</u></b>
Landfills, C&D or LCID (greater than 2 acres in size) (See Section 5.20)
Mining & Quarries (See Section 5.23)
<b><u>Transportation, Communication, and Utilities</u></b>
Telecommunication towers (See Section 5.33)

## **C-2, GENERAL COMMERCIAL ZONING DISTRICT**

Please note: This list was created by Sanford/Lee County Planning & Development staff as a summary of the permitted land uses within a specific zoning district and is intended for general informational purposes. Staff makes every effort to ensure that the information provided is accurate and up-to-date; however, it is recommended that you verify with Planning & Development staff that the proposed use is permitted within the specific zoning district and discuss any/all development requirements prior to pursuing a project. This information is applicable for the jurisdictions of the City of Sanford, Lee County and the Town of Broadway in North Carolina.

### **USES PERMITTED BY RIGHT**

The uses listed below are permitted by right, subject to any/all other applicable standards of the Unified Development Ordinance (for example, parking requirements).

<b><u>Accessory Uses</u></b>
Accessory uses (See Section 5.1)
<b><u>Accommodations and Group Living</u></b>
Boarding House/Room Renting
Dormitories for the students of colleges, commercial schools, staff of hospitals
Group Home/Residential Care Facility, Level I
Group Home/Residential Care Facility, Level II
Nursing, Supervision, Adult Care Homes, Group Care Facilities and other rehabilitative services
<b><u>General Sales or Service</u></b>
ABC Store (liquor sales), incorporated area only
Administrative Services, Travel Arrangement and Reservation Services, Investigation and Security Services (locksmiths)
Agricultural equipment, sales and service
Antique Shops
Appliance Sales, Repair and Maintenance, (no outside storage)
Art dealers, supplies, sales and services
Auction sales, general merchandise (no vehicular sales)
Bakeries, retail, including manufacturing of goods for sale on the premises only
Bicycle (non motorized) Sales and/or Repair
Books, Magazines, music, etc.
Camera and Photographic Supplies
Clothing, Jewelry, Luggage, Shoes, etc.
Computer and Software Sales
Consumer goods, not otherwise listed
Convenience store, without gas sales
Convenience store, with gas sales
Consignment Shops, Used Merchandise Store (not otherwise listed)
Dry cleaning and laundry

Electronic equipment (small), sales and service
Farm, Landscape, and Garden Supply Sales (feed, seed, fertilizer, farm hardware, lawn furniture, mulch, fencing, fountains, statuary, and other incidental sales of products or related items) (with indoor storage)
Farm, Landscape, and Garden Supply Sales (feed, seed, fertilizer, farm hardware, lawn furniture, mulch, fencing, fountains, statuary, and other incidental sales of products or related items) (outdoor storage)
Farmers Markets and market shops, including open markets
Finance and Insurance Services (Bank, credit and finance, insurance related)
Flea markets (indoors)
Florist
Furniture or home furnishing sales
Gasoline stations
Grocery stores and Supermarkets (less than 25,000 sq. ft. GFA)
Grocery stores and Supermarkets (more than 25,000 sq. ft. GFA)
Hardware, home centers, lumber yard, heating and plumbing etc., outside storage
Hardware, home centers, lumber yard, heating and plumbing etc., inside storage
Heavy Equipment, sales and service
Leasing/Rental Recreational Goods (Furniture, Party Supplies, Sporting Goods)
Leasing, Commercial and Industrial Machinery and Equipment
Gun shops and Gunsmiths
Mail order or direct selling establishments / Electronic Shopping and Mail-Order Houses
Medical equipment sales, rental or leasing
Monument and cut stone sales
Motion picture, Video and Audio Production
Motorcycle, Motorized Scooters, ATV Sales and/or Leasing/Rental (Indoor display)
Motorcycle, Motorized Scooters, ATV Sales and/or Leasing/Rental (Outdoor display)
Motor Vehicle Parts, Accessories, Tire Sales, enclosed building only
Motor Vehicle, Motorcycle, ATV's boats, RV's, etc., repair and service
Nurseries and greenhouses, commercial (See Section 5.25)
Office building (general)
Palmistry services, Fortune Tellers, Astrologers
Pawnshops (as defined by NCGS 91A-2)
Personal Services (e.g. nail salons, barbers, shoe repair, and similar establishments), not otherwise listed
Pet store or pet supply store
Pharmacy or drugstore, without drive through facility
Pharmacy or drugstore, with drive through facility
Printing and Publishing Services
Professional Services (Legal, Accounting, Architectural, Graphic, Consulting Services, Research and Development, Advertising, etc.)
Real Estate, Sales, Rental & Leasing
Repair of any goods, equipment or vehicles, the manufacture, assembly or sales of which are permitted in that zoning district
Restaurants, with drive-in or drive-through facilities

Restaurants, no drive-in or drive-through facilities
Retail sales or service establishments, not listed elsewhere, and conducted within an enclosed building
Services to buildings and dwellings (Extermination, Janitorial, Landscaping, Carpet and Upholstery cleaning, Packing and crating, etc.), no outside storage
Services to buildings and dwellings (Extermination, Janitorial, Landscaping, Carpet and Upholstery cleaning, Packing and crating, etc.), with outside storage
Shopping Center, less than 25,000 sq. ft.
Shopping Center/Superstore, 25,000 – 100,000 sq. ft.
Shopping Center/Superstore, over 100,000 sq. ft.
Sporting goods, toys, and hobby sales, excluding guns and gunsmiths
Tattoo Parlor/Tattoo Studio and/or Body Piercing
Tobacco or Tobacconist
Upholstery and furniture refinishing
Wholesale trade, generally, with operations conducted and merchandise stored entirely within a building and not otherwise listed
<b><u>Industrial &amp; Manufacturing Uses</u></b>
Contractors' offices/shop without outdoor storage areas
Paper and Printing materials manufacturing
Pottery Manufacturing & Sales
Sign manufacturing
Warehouse structures, generally
<b><u>Arts, Recreation &amp; Entertainment</u></b>
Aquarium or Planetarium
Amphitheater
Art galleries
Botanical gardens & arboreta
Bowling alley
Exhibition, convention, or conference structure
Fitness and recreational sports, gym, health spa, reducing salon, swimming pool/auditorium, racquet club or athletic club (not otherwise listed)
Golf driving ranges
Golf, miniature
Movie Theater
Museums and art galleries
Outdoor stage, bandstand, or similar structure (maximum 3,000 sq. ft.)
Parks, playgrounds, and athletic fields, operated on a noncommercial basis
Performance Theaters (outdoor)
Performance Theaters or auditoria (indoor)
Recreation activities, commercial indoor, not otherwise listed
Skating Rink – Ice or Roller Skating
Sports stadiums or arenas
Studios for artists, designers, musicians, photographers, sculptors, woodworking (not as home occupation)

Zoos
<b><u>Education, Public Administration, Health Care, and Institutional</u></b>
Civic, Social, and Fraternal Organizations, including community centers, meeting halls, community halls, reception halls, wedding halls, for assembly and recreation
Crematorium & Embalming
Day Care facility, Adult
Fire, sheriff, and emergency services
Funeral homes
Governmental Functions, not otherwise listed
Hospitals
Libraries
Medical and dental clinics or offices, ambulatory or outpatient care, family planning and care, and blood or organ banks
Post office
Religious Complex (less than 350 seats), new site
Religious Complex (more than 350 seats), new site
Religious Complex (any size), addition to existing complex/site
Schools, Continuing Education (alternative, adult, colleges and universities, and technical, trade and other specialty schools)
Schools, Pre-K-Secondary (nursery and preschool, grade schools, elementary, middle, and high school), new site
Schools, Pre-K-Secondary (nursery and preschool, grade schools, elementary, middle, and high school), addition to existing site
Schools, Fine and Performing Arts
Social assistance, welfare and charitable services
<b><u>Transportation, Communication, and Utilities</u></b>
Bus passenger stations/terminals/shelters
Parking lots, parking structures or underground parking areas (commercial or governmental)
Radio and TV stations and studios (excluding transmission tower)
Taxi and Limousine Service
Utility lines (including, electric lines, phone/cable lines, distribution circuits, gas/fuel lines, water lines, steam/air conditioning lines, irrigation channels, and sewer/waste water lines)
<b><u>Agriculture</u></b>
Animal Production and Support Services, (unincorporated Lee County)
Crop Production and Support Functions, (unincorporated Lee County)
Crop Production and Support Functions, (Sanford and Broadway)
Forestry and Logging and Support Services, (unincorporated Lee County)

### **USES PERMITTED WITH DEVELOPMENT REGULATIONS**

The uses listed below may either be permitted by right or upon approval of a Special Use Permit, but are also subject to the requirements of Article 5 Supplemental Development Regulations of the Unified Development Ordinance (for example, daycares are required to install a fence around outdoor play areas).

<b><u>Residential Uses</u></b>
Home Occupations (See Section 5.16)
<b><u>Accommodations and Group Living</u></b>
Bed and breakfast inn (See Section 5.4)
Hotel, Motel, and tourist court (See Section 5.17)
<b><u>General Sales or Service</u></b>
Animal Hospitals, Veterinary services, Animal Shelters, Kennels / Animal Pet Services (See Section 5.3)
Car Washes and Car Care Centers (See Section 5.5)
Flea markets (outdoors) (See Section 5.14)
Freestanding Ice Vending Unit (See Section 5.37)
Manufactured home and/or storage building sales (See Section 5.21)
Mini-warehousing/Self-service storage leasing (See Section 5.22)
Motor Vehicles (automobiles), Boats, RV's Sales and/or Leasing/Rental (See Section 5.24)
<b><u>Industrial &amp; Manufacturing Uses</u></b>
Landfills, LCID (2 acres or less in size) (See Section 5.19)
<b><u>Arts, Recreation &amp; Entertainment</u></b>
Drive-in theaters (See Section 5.11)
Entertainment Establishment (lounges, discos, nightclubs, pool halls and/or private clubs) (See Section 5.26)
Recreation activities, commercial outdoor (defined in Article 5), not otherwise listed 5.61
<b><u>Education, Public, Administration, Health Care, and Institutional</u></b>
Cemeteries, public and private (does not include individual family plots) (See Section 5.6)
Community food services (See Section 5.7)
Day Care facility, Child Care Center, (See Section 5.10)
Day Care facility, Home Child Care (See Section 5.10)

**USES PERMITTED UPON ISSUANCE OF A SPECIAL USE PERMIT**

The uses listed below are permitted in the respective zoning district only after review and approval of a Special Use Permit by the Board of Adjustment for the applicable jurisdiction in accordance with Article 3 Zoning and Permitting Procedures, Section 3.5 Special Use Permits of the Unified Development Ordinance. Special uses are subject to any/all applicable general design standards, any development regulations which apply to the specific use and those requirements that may reasonably be imposed by the respective board as per the Unified Development Ordinance.

<b><u>Accommodations and Group Living</u></b>
Group Home/Residential Care Facility, Level III
Group Home/Residential Care Facility, Level IV
<b><u>Industrial &amp; Manufacturing Uses</u></b>
Contractors' offices/shop with outdoor storage areas
Manufacturing, excluding others uses listed in this table
<b><u>Arts, Recreation &amp; Entertainment</u></b>
Amusement or Theme Park Establishment
<b><u>Transportation, Communication, and Utilities</u></b>
Public utility storage and service yards
Sewage treatment and Water treatment plants

**USES PERMITTED UPON ISSUANCE OF A SPECIAL USE PERMIT  
THAT HAVE SPECIFIC DEVELOPMENT REGULATIONS**

The uses listed below are permitted in the respective zoning district only after review and approval of a Special Use Permit by the Board of Adjustment for the applicable jurisdiction in accordance with Article 3 Zoning and Permitting Procedures, Section 3.5 Special Use Permits of the Unified Development Ordinance. In addition to any/all applicable general design standards and those requirements that may reasonably be imposed by the respective board, these uses have specific standards that must be adhered to as per the Unified Development Ordinance (for example, fencing is required around the base of telecommunication towers, including any structures or guy wires).

<b><u>Industrial &amp; Manufacturing Uses</u></b>
Landfills, C&D or LCID (greater than 2 acres in size) (See Section 5.2)
Mining and Quarries (See Section 5.23)
<b><u>Transportation, Communications, and Utilities</u></b>
Telecommunication towers (See Section 5.33)

**ADJOINING PROPERTY OWNERS LIST**

PETITION BY: Wil-Kat Properties, LLC

REQUEST: Rezone 6.5 ± acres from O&amp;I to C-2

LOCATION: Portions of 4563 &amp; 4599 NC 87 Hwy and the Adjoining Vacant Lot to the South

PINS: 9660-59-1002 and 9660-58-2607 (Portions of)

No.	PIN	PROP ADDR	OWNER 1	OWNER2	M #	MAIL ST	MAILCITY	ST	ZIP
01	9660-48-6384	(V) NC 87 HWY	GROCE DEVELOPMENT LLC	-	-	PO BOX 2825	SANFORD	NC	27301
02	9660-48-7102	4699 NC 87 HWY	PHILLIPS, JOYCE G	PHILLIPS, NORMAN G	4585	COX MILL RD	SANFORD	NC	27332
03	9660-47-7929	(V) NC 87 HWY	GROCE DEVELOPMENT LLC	-	-	PO BOX 2825	SANFORD	NC	27331
04	9660-57-4845	(V) NC 87 HWY	AGA CORPORATION	-	-	PO BOX 2825	SANFORD	NC	27331
05	9660-57-6241	(V) NORTHRIDGE TR	CAROLINA TRACE ASSOCIATION INC	-	51	TRACEWAY SOUTH	SANFORD	NC	27332
06	9660-59-6547	0 ARGYLL DR	SEDGEMOOR PROPERTY OWNERS ASSOC INC	-	3200	ARGYLL DRIVE	SANFORD	NC	27332
07	9660-59-3585	3201 ARGYLL DR	SZILVAY, FRANK A	-	1135	HADLEY MILL RD	PITTSBORO	NC	27312
08	9660-59-4447	3202 BELFAST LN	GANGEMI, JOHN R & GANGEMI, LINDA H/TR	GANGEMI NORTH CAROLINA REALTY TRUST	27	BATTIS ROAD	MERRIMAC	MA	01860
09	9660-59-4369	3203 BELFAST LN	AMTECH MARKETING 401K TRUST	-	132	PIN OAK CIRCLE	FRANKTOWN	CO	80116
10	9660-59-3337	3204 BELFAST LN	MCCLELLAN, RITA C	-	3204	BELFAST LANE	SANFORD	NC	27332
11	9660-59-2357	3205 BELFAST LN	GRIMM, SETH	-	101	WOODRUN DR	ENTERPRISE	AL	36330
12	9660-59-2407	3206 BELFAST LN	LEGGE, SCOTT A	LEGGE, PAMELA J	3206	BELFAST LANE	SANFORD	NC	27332
13	9660-59-1309	3207 ARGYLL DR	SIR, CATHERINE I	-	6308	MONUMENT AVENUE	RICHMOND	VA	23226
14	9660-59-0341	3208 ARGYLL DR	HORNER, JUSTIN	HORNER, KELLER	3208	ARGYLL DRIVE	SANFORD	NC	27332
15	9660-49-9278	3209 ARGYLL DR	MARTIN, BRYAN M	MARTIN, SHANA CARTER	914	SPRUANCE RD	MONTEREY	CA	93940
16	9660-49-9206	3210 ARGYLL DR	COVINGTON FAMILY LIMITED PARTNERSHIP	-	-	PO BOX 1009	SANFORD	NC	27331
17	9660-49-8205	3211 ARGYLL DR	BOWER, BENJAMIN L	BOWER, TAMARA K	3211	ARGYLL DRIVE	SANFORD	NC	27332
18	9660-49-7214	3212 ARGYLL DR	COVINGTON FAMILY LIMITED PARTNERSHIP	-	-	PO BOX 1009	SANFORD	NC	27331
19	9660-49-6109	3213 ARGYLL DR	GERARDOT, MATTHEW	-	6	WEE BURN PLACE	PINEHURST	NC	28374
20	9660-49-5267	3214 ARGYLL DR	COVINGTON FAMILY LIMITED PARTNERSHIP	-	-	PO BOX 1009	SANFORD	NC	27331
21	9660-49-5348	3215 ARGYLL DR	WATSON, WALTER BRADLEY JR	WATSON, TAMMY	3215	ARGYLL DRIVE	SANFORD	NC	27332
22	9660-49-4584	3216 ARGYLL DR	COVINGTON FAMILY LIMITED PARTNERSHIP	-	-	PO BOX 1009	SANFORD	NC	27331
23	9660-49-4664	3217 ARGYLL DR	REED, ANDREA	-	3217	ARGYLL DRIVE	SANFORD	NC	27332
24	9660-49-4128	4525 HIGHWAY 87 S	WILSON, WILLIAM H SR	WILSON, DOROTHY M	221	FIELDSTONE DRIVE	BURLINGTON	NC	27215
25	9660-49-0131	(V) HARVEY FAULK RD	SANFORD SOUTH PARK LLC	-	-	PO BOX 2825	SANFORD	NC	27331
26	9660-48-0978	4530 HIGHWAY 87 S	SANFORD SOUTH PARK LLC	-	-	PO BOX 2825	SANFORD	NC	27331
27	9660-48-1726-00	(V) COMMERCE DR	SANFORD SOUTH PARK LLC	-	-	PO BOX 2825	SANFORD	NC	27331
28	9660-48-0621	(V) HARVEY FAULK RD	SANFORD SOUTH PARK LLC	-	-	PO BOX 2825	SANFORD	NC	27331

29	9660-37-6982	(V) COMMERCE DR	AGA CORPORATION	-	-	PO BOX 2825	SANFORD	NC	27331
	APPLICANT:	-	WIL-KAT PROPERTIES, LLC	-	1963	CHRIS COLE ROAD	SANFORD	NC	27332
	PROPERTY OWNER: Tract 1	4563 and 4599 NC Hwy 87	JOFFREE P. BRADLEY, JR.	-	1963	CHRIS COLE ROAD	SANFORD	NC	27332
	PROPERTY OWNER: Tract 2	(V) NC Hwy 87	GROCE DEVELOPMENT, LLC	-	-	P.O. BOX 2825	SANFORD	NC	27331

**(V) = Vacant**

\$240 FEE\*



### Zoning Map Amendment (Rezoning) Application

Circle Jurisdiction That Applies:

City of Sanford

Lee County

Town of Broadway

- Applicant Name: TORIBIO HERNANDEZ
- Applicant Address: PO BOX 1064 SANFORD, NC 27331
- Applicant Telephone: (STEVE MALLOY) 919-708-3369
- Name and Address of Property Owner(s) if different than applicant:  
LEE RAY THOMAS  
2014 JASANY LN SANFORD, NC 27330
- Location of Subject Property: 2417 AIRPORT RD  
Lee Co. P.I.N. 9641-65-4298-00
- Total Area included in Rezoning Request: \_\_\_\_\_ Acres
- Zoning Classification: Current: R-12 Requested: SANFORD SOCCER FIELD COMPLEX  
ETI
- Existing Land Use(s): VACANT
- Reason(s) for Requesting a Zoning Map Amendment (Rezoning):  
CONSTRUCT SOCCER FIELDS /  
ETI & BUFFER AREA ALSO
- Signature(s) of Applicant (and Property Owners if different from Applicant).

*I hereby acknowledge that the information contained herein is true. It is further understood that this application will be reviewed for completeness and accuracy and that it shall not be scheduled for official consideration until all required contents are submitted in proper form to the City of Sanford/Lee County Community Development Department.*

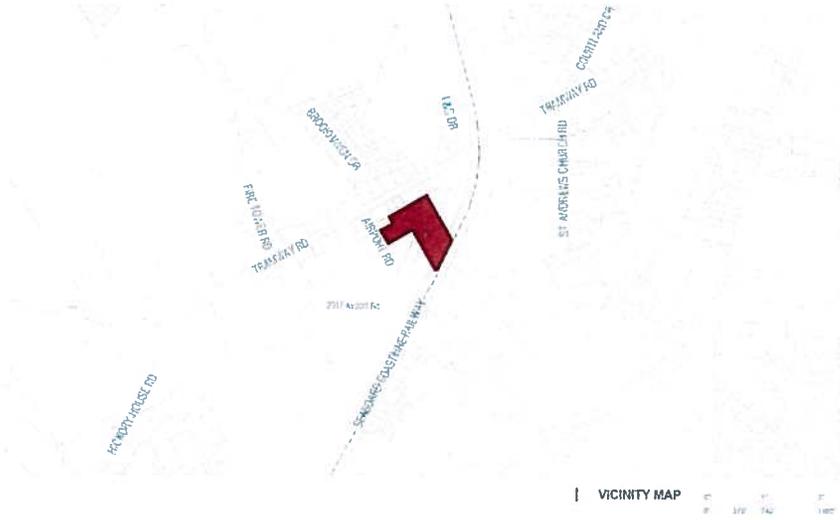
\* TORIBIO HERNANDEZ TORIBIO HERNANDEZ 4/5/16  
 → Lee Ray Thomas Lee Ray Thomas 4-5-16  
 Signature of Property Owner(s) (Sign & Print) Gloria B. Thomas Date 4-5-16

#### Required Attachments/Submittals

- A copy of a current Lee County Tax Map illustrating the location of the area to be rezoned. If the exterior boundary of the area to be rezoned does not follow along existing property boundaries, then the applicant shall be required to submit a metes and bounds (legal) description describing the area requested for rezoning.
- \*If the requested rezoning is for a Conditional Zoning District, a Supplemental Application for Conditional Zoning District must also be included, along with an additional \$120.00 fee (\$360 total fee for Conditional Zoning).
- A \$240.00 Application fee, payable to the City of Sanford is required before processing the application.
- The application submission deadline is the second Friday of each month for the rezoning to be heard the following month.

Date Received: 2016-04-08 Fee Paid: \$300.00 Application No.: \_\_\_\_\_  
 Staff Signature: [Signature] Energov Case No.: \_\_\_\_\_  
 L:\Forms & Certifications\Rezoning Appl (Updated 2013-06-28)





VICINITY MAP

# LEE COUNTY/ CITY OF SANFORD CONDITIONAL ZONING SUBMITTAL SOCCER FIELD COMPLEX

2917 AIRPORT ROAD  
SANFORD, NC 27332

**PROPERTY OWNER:**  
**Lee Ray Thomas**

2014 Jazany Ln,  
Sanford, NC 27330  
p. 919-775-5444  
e: steve@smltoy.com

**ARCHITECT:**  
**jfk Architect**

joseph t. klimak AIA  
3002 Ross Road, Durham, NC 27703  
p. 919.757.7297  
e. jfklimak@jfkarchitect.com

**PROJECT INFORMATION:**

**General Information:**

PROJECT NAME: Sanford Soccer Complex  
PROJECT ADDRESS: 2917 Airport Road, Sanford, NC 27332  
LEE COUNTY P.I.N. 9541-65-4298-00  
SCOPE OF WORK: Construction of a new soccer field complex including 6 Outdoor Soccer Fields, 1 Facilities Building, 1 Office/Concessions/Tickets Building, ground level parking lot. Construction planned in 3 phases.

**Zoning Information:**

ZONING DISTRICT(S): Lee County/ City of Sanford  
LEE COUNTY P.I.N. 9541-65-4298-00  
EXISTING SITE ZONING: R-12/RA  
PROPOSED SITE ZONING: R-12/Sanford Soccer Field Complex and RA/Sanford Soccer Field Complex  
EXISTING USE: Not Used  
PROPOSED USE: Soccer Field Complex  
TOTAL SITE ACRES: 9.95 Acres  
JURISDICTION: City of Sanford ETJ and Lee County

**Building Information:**

PROPOSED BUILDING USE: Facilities Building for Complex  
GROSS SQ. FOOTAGE: 6121 SF  
BUILDING HEIGHT: <40'  
Project Parking Lot connects to SR 1213 (Airport Road), a NCDOT maintained public street.

**STORMWATER INFORMATION:**

EXISTING IMPERVIOUS SURFACE: 0%  
PROPOSED IMPERVIOUS SURFACE: 40%  
FLOOD HAZARD AREA: N/A

**SHEET INDEX**

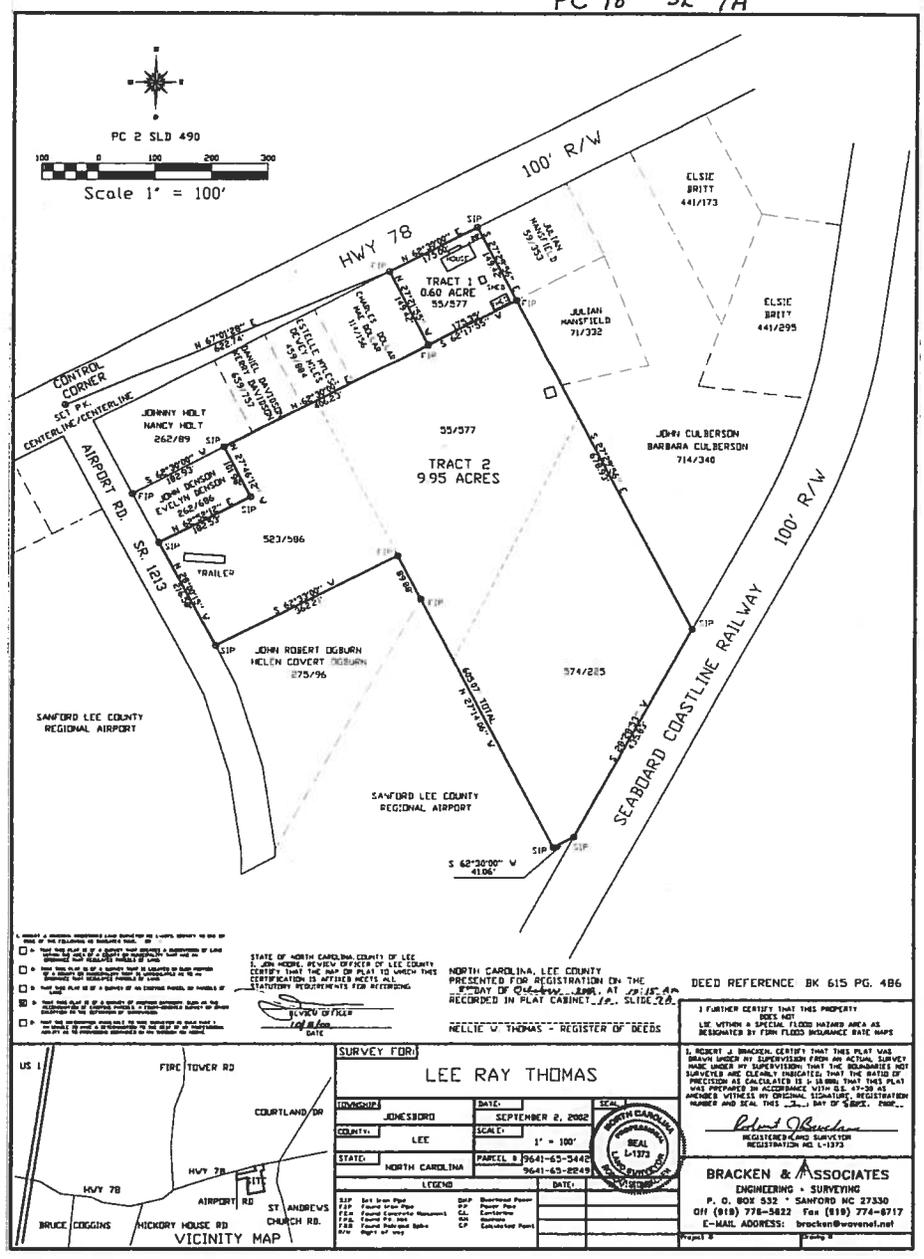
- 1: COVER
- 2: RECORD MAP
- 3: SITE MAP - EXISTING
- 4: SITE - EXISTING CONDITIONS
- 5: SITE - PHASE I
- 6: SITE - PHASE II
- 7: SITE - PHASE III
- 8: ARCHITECTURAL SITE PLAN
- 9: SITE SECTIONS
- 10: DETAILS
- 11: PERSPECTIVE VIEWS

SANFORD SOCCER COMPLEX  
2917 AIRPORT ROAD | SANFORD, NC  
CONDITIONAL ZONING SUBMITTAL SET | OCTOBER 2019

Sanford Indoor Soccer + jfk Architect  
Sanford, NC

PC 10 SL 7A

CONCEPT PLAN  
SHEET 02



STATE OF NORTH CAROLINA, COUNTY OF LEE  
I, JOHN HOBBS, REGISTERED SURVEYOR OF LEE COUNTY  
CERTIFY THAT THE MAP OR PLAN TO WHICH THIS  
CERTIFICATION IS ATTACHED MEETS ALL  
STATUTORY REQUIREMENTS FOR RECORDING.

DATE: 9/2/2002  
SIGNATURE: [Signature]

DEED REFERENCE BK 615 PG. 486

I FURTHER CERTIFY THAT THIS PROPERTY  
DOES NOT  
LIE WITHIN A SPECIAL FLOOD HAZARD AREA AS  
RECORDED BY FIRM FLEED INSURANCE DATA MAPS

I, ROBERT J. BRACKEN, CERTIFY THAT THIS PLAN WAS  
DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY  
FIELD UNDER MY SUPERVISION THAT THE DIMENSIONS NOTED  
HEREON ARE CLEARLY INDICATED THAT THE BASIS OF  
PRECISION AS CALCULATED IS IN THE NAME THAT THIS PLAN  
WAS PREPARED IN ACCORDANCE WITH G.S. 47-29 AS  
AMENDED BY THE ORIGINAL STATUTE, REGISTRATION  
NUMBER AND SEAL THIS [ ] DAY OF [ ] 2002.

REGISTERED LAND SURVEYOR  
REGISTRATION NO. L-1373

**BRACKEN & ASSOCIATES**  
ENGINEERING • SURVEYING  
P. O. BOX 532 • SANFORD NC 27330  
OFF (818) 778-5822 Fax (818) 774-8717  
E-MAIL ADDRESS: bracken@wvnet.net

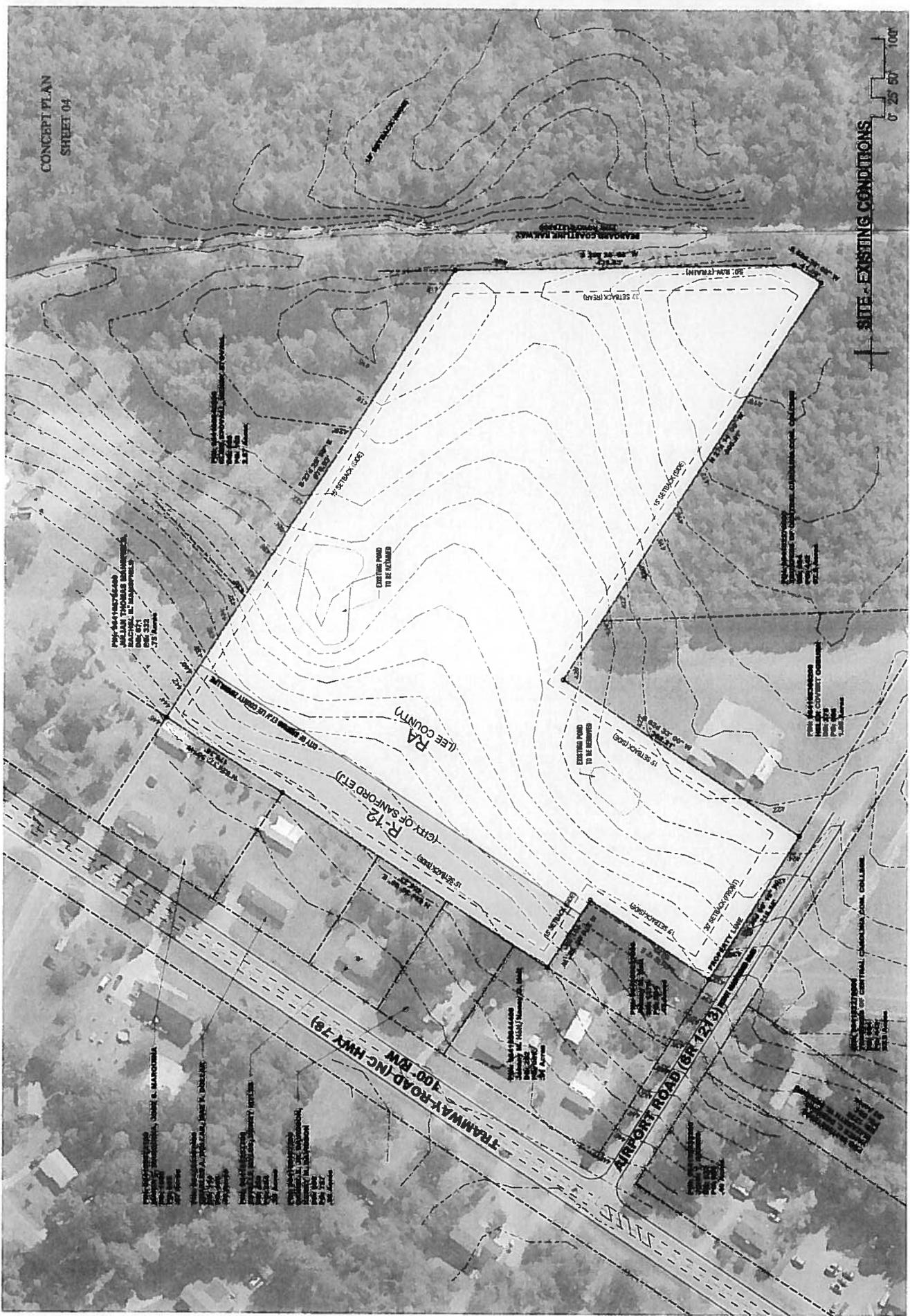
SURVEY FOR:		LEE RAY THOMAS	
TOWNSHIP	DATE	SCALE	SEAL
JONESBORO	SEPTEMBER 2, 2002	1" = 100'	[Seal]
COUNTY	STATE	PARCEL #	DATE
LEE	NORTH CAROLINA	2641-65-5442	9641-65-8849
LEGEND			
SP	Set Iron Pipe	SDP	Boundwood Point
SP	Found Iron Pipe	SP	Bound Wood
FC	Found Concrete Foundation	CL	Centerline
FB	Found Foundation	PC	Property Corner
FB	Found Foundation	CP	Centerline Point
SP	Set Iron Pipe	SP	Bound Wood

RECORDED MAP [ ] [ ]



CONCEPT PLAN  
SHEET 04

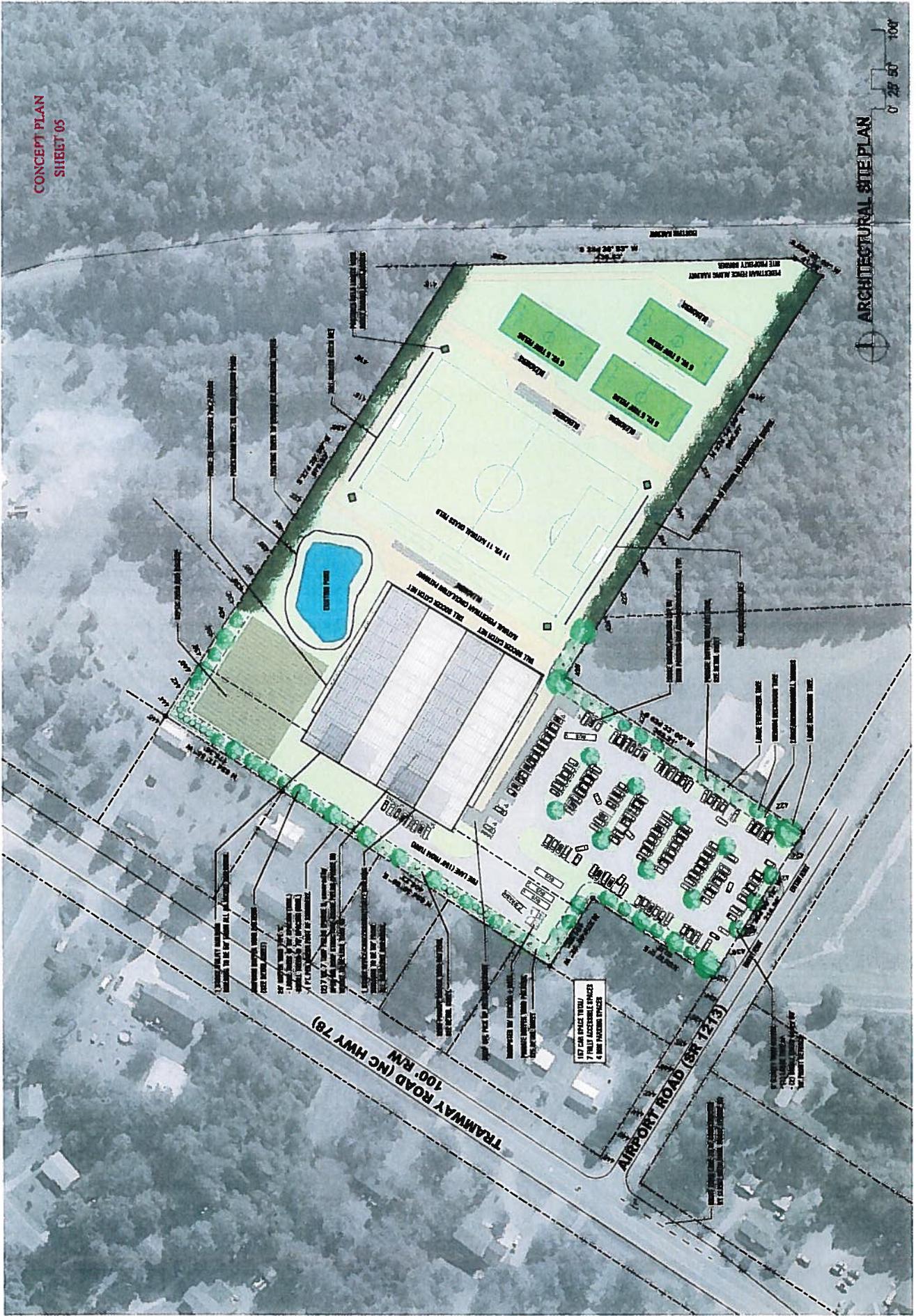
SITE-EXISTING CONDITIONS



CONCEPT PLAN  
SHEET 05

ARCHITECTURAL SITE PLAN

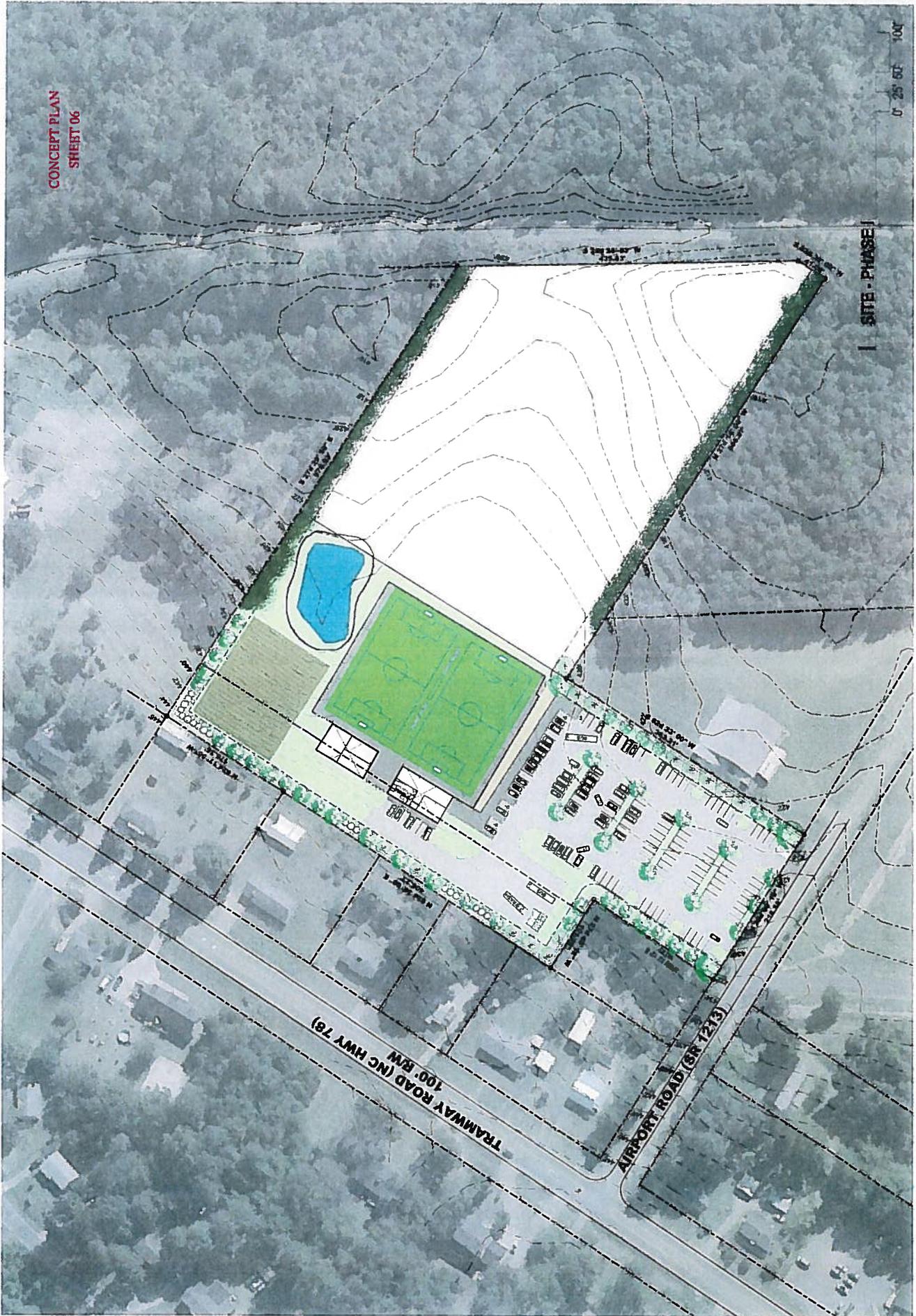
0' 25' 50' 100'



CONCEPT PLAN  
SHEET 06

1 SITE - PHASE I

0' 25' 50' 100'



CONCEPT PLAN  
SHEET 07

I SITE - PHASE II

0' 25' 50' 100'

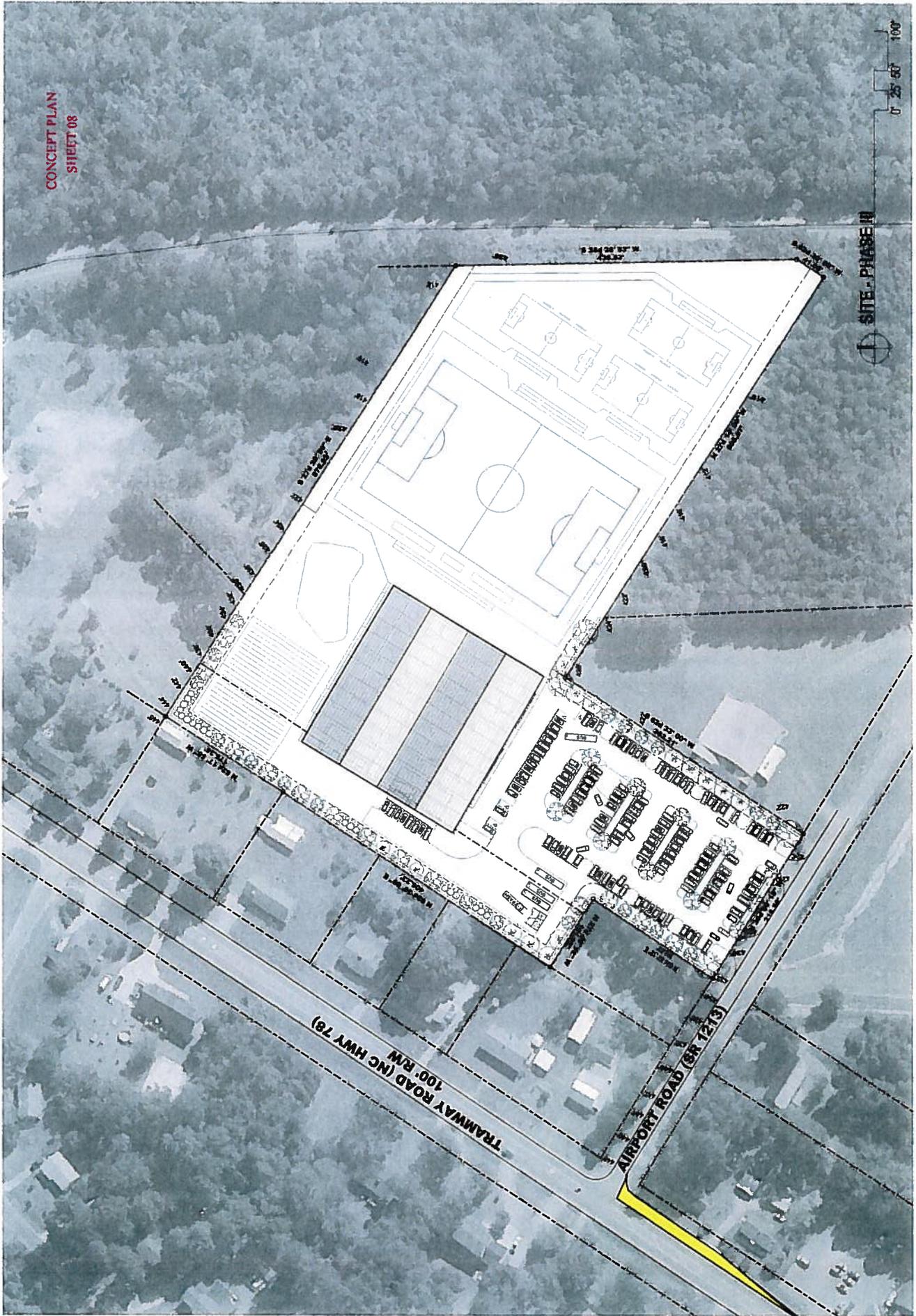


CONCEPT PLAN  
SHEET 08

SITE - PHASE III



0' 25' 50' 100'



UNIFORM



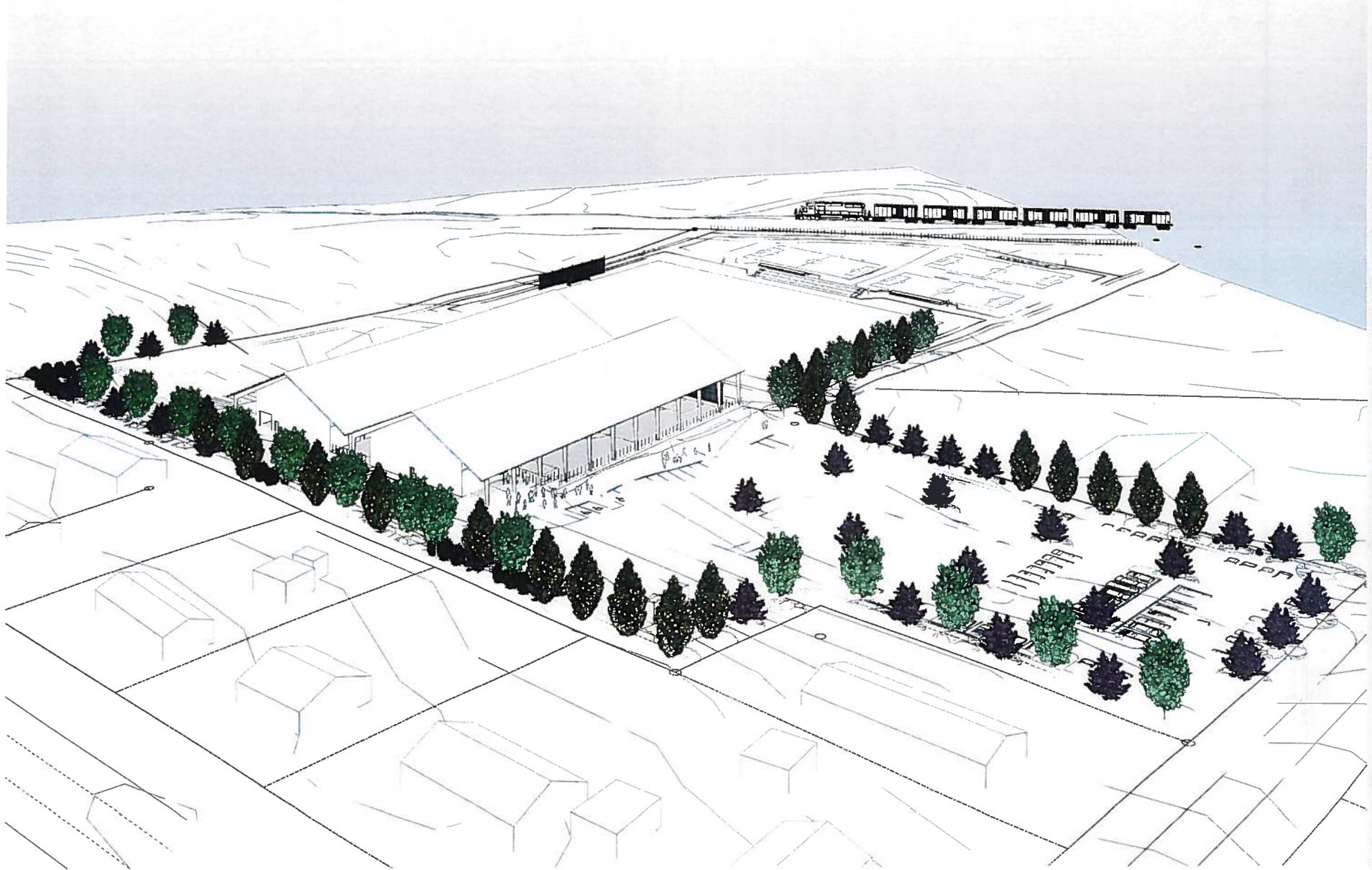
SEMI-PRIVATE



PRIVATE



CONCEPT PLAN  
SHEET 10

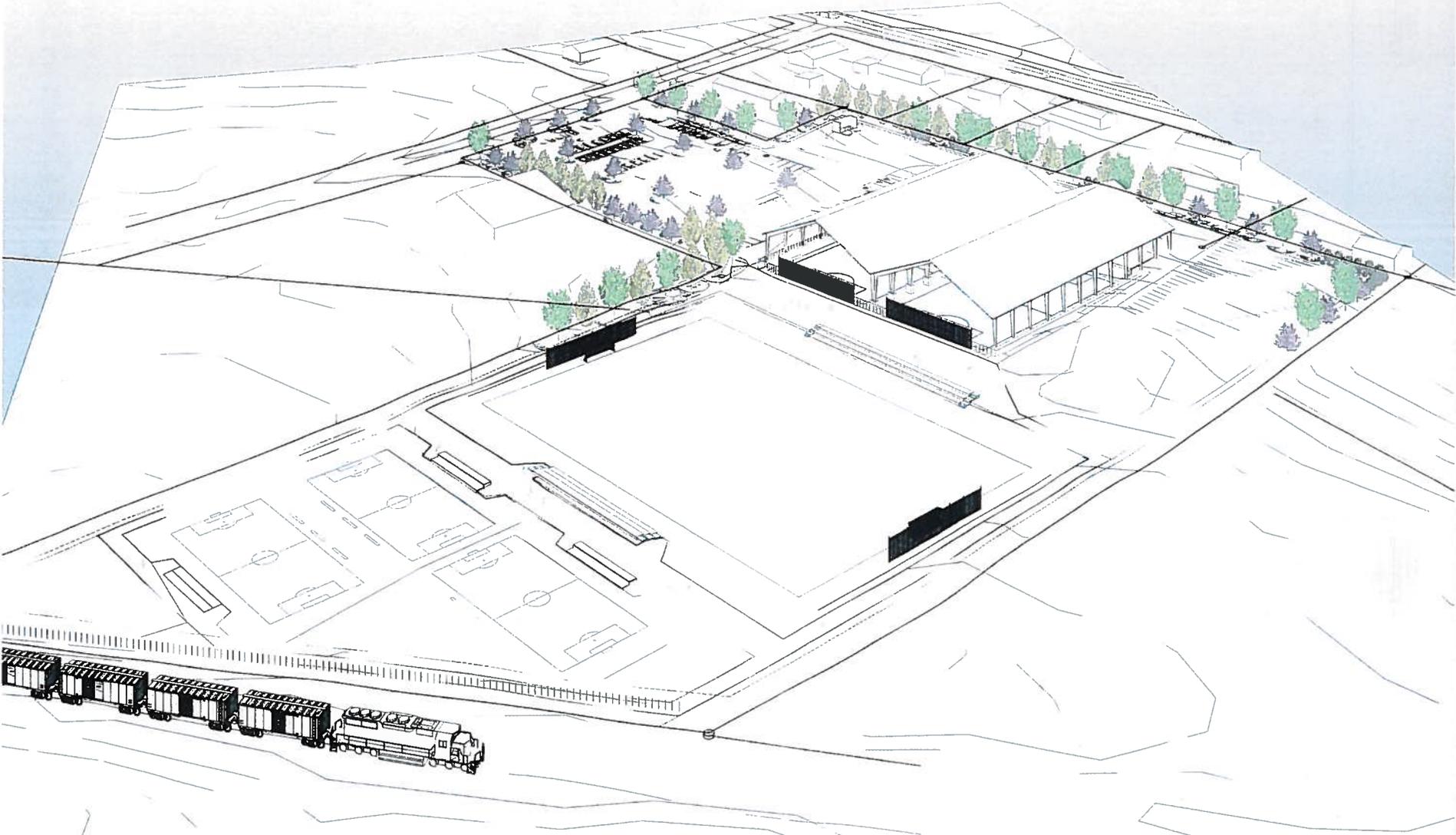


SANFORD SOCCER COMPLEX  
2007-09 CRT ROAD, SANFORD, NC  
CONCEPTUAL LAYOUT SUBJECT TO S.F. 1-05, JUNE 2005

Sanford Indoor Soccer + jfk Architect  
Sanford, NC

10/12

CONCEPT PLAN  
SHEET 11

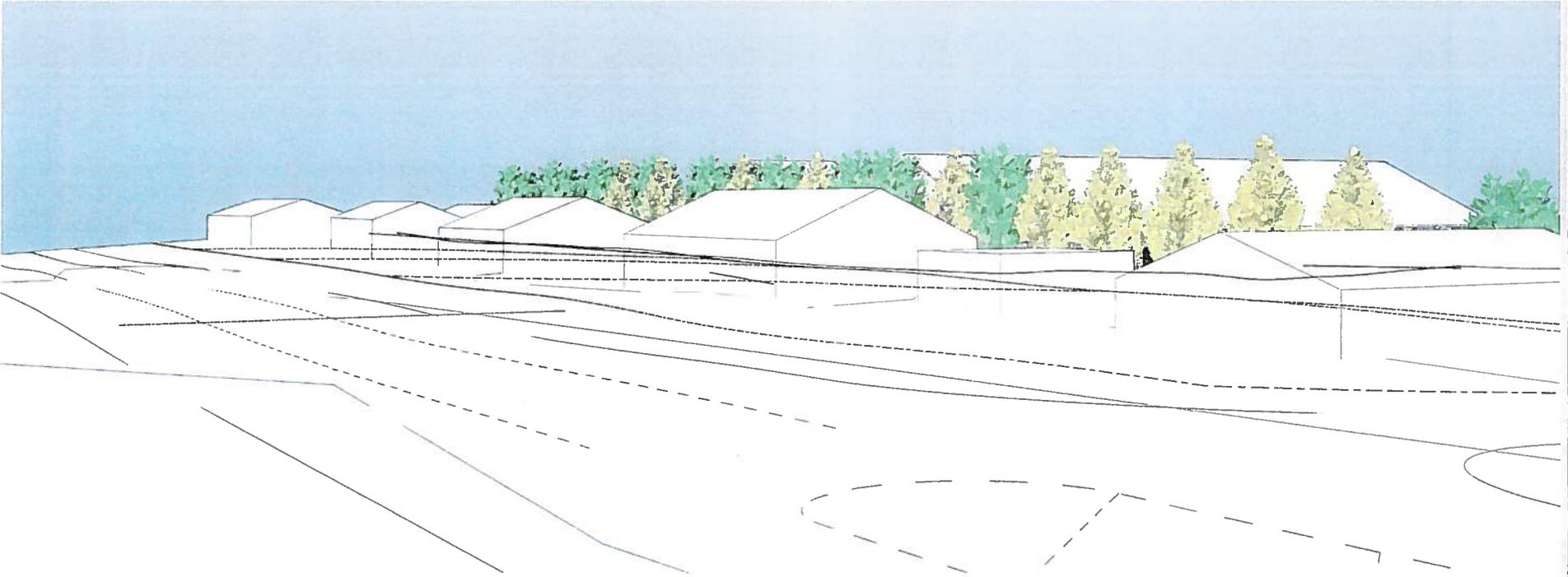
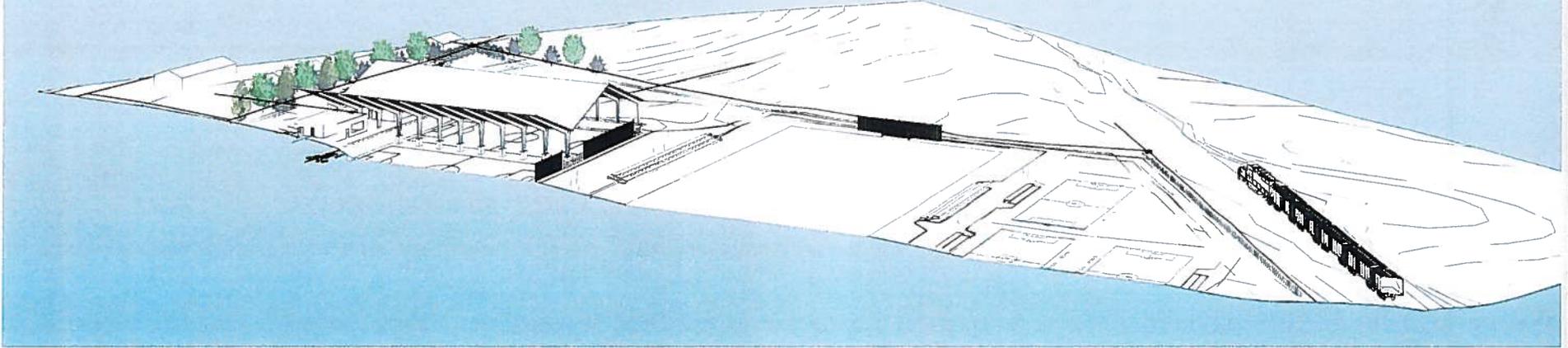


SANFORD SOCCER COMPLEX  
2017 ZONING ORDINANCE  
CONCEPTUAL ZONING SURMITAL SHEET 11 - 06 JUNE 2015

Sanford Indoor Soccer  
Sanford, NC  
+ jfk Architect  
Durham, NC

11/12

CONCEPT PLAN  
SHEET 12



SANFORD SOCCER COMPLEX  
2007-2008  
CONDONAL SUBMITTAL SET - 06.JUNE.2008

Sanford Indoor Soccer + jtk Architect  
Sanford, ME

12/12

2016-0601

**Sanford City Council and Planning Board  
Public Hearing Information  
Application # 2016-0601 to Amend the Lee County Zoning Map  
June 21, 2016**

**APPLICANT:** Mr. Tobibio Hernandez

**PROPERTY OWNER:** Mr. Lee Ray Thomas

**REQUEST:** Rezone 8.75 ± acres from the current Residential Agricultural (RA) district to a conditional zoning district to be known as the “Sanford Soccer Field Complex”

**LOCATION:** The property is located on the northeastern side of Airport Road (SR1213), which is a dead end road accessed via Tramway Road / NC Hwy 78, in the area northeast of Southern Lee High School and SanLee Middle School. More specifically, the site is a vacant tract of land formerly addressed as 2917 Airport Road and is opposite Airport Road from the Central Carolina Community College Emergency Services Training Center.

**TOWNSHIP:** Jonesboro

**TAX PARCEL:** 9641-65-4298

**ADJACENT ZONING:**

North (ETJ): Residential-Mixed (R-12)  
 South (Lee Co.) Residential Agricultural (RA) and Light Industrial (LI)  
 East (ETJ): Residential-Mixed (R-12)  
 East (Lee Co): Residential Agricultural (RA)  
 West (ETJ): Opposite Airport Road, Residential-Mixed (R-12) and Office & Institutional (O&I)  
 West (Sanford Corporate City Limits.): Opposite Airport Road, Light Industrial (LI)

**Site and Area Description**

The property to be rezoned includes a 8.75 ± acre portion of a 9.95 ± acre tract referenced as Tract 2 on a survey for Lee Ray Thomas, recorded in Plat Cabinet 10, Slide 7A, Lee County Register of Deeds. The site has 216 feet of road frontage on Airport Road, SR 1213. At present, the site is undeveloped and partially wooded. In the past, the property was developed with a mobile home that was addressed as 2917 Airport Road (as illustrated on the 2002 recorded plat).

The entire tract is 9.95± acres in size, with 8.75 ± acres being within the jurisdiction of Lee County and 1.2 ± acres being within the City of Sanford’s Extraterritorial Jurisdiction or ETJ. This rezoning request is for the portion of the tract that is located within the jurisdiction of Lee County only.

The immediate area has a mix use uses. The residential uses surrounding the site consist of single-family dwellings. Commercial uses in the area include a vacant commercial building that appears to be a former airplane hangar adjoining the site to the south on Light Industrial

2016-0601

(LI) zoned property, the Central Carolina Community College Emergency Services Training Center located on the opposite side of Airport Road on Light Industrial (LI) zoned property, and a commercial building in the southwest corner of the intersection of Tramway Road and Airport Road zoned Office & Institutional (O&I) that was formerly used as a realtor's office and is currently for sale. Southern Lee High School and SanLee Middle School are also in the area, with the main entrance into Southern High School and Tramway Park (opposite Fire Tower Road) being approximately 1,300 feet southwest of the intersection of Tramway Road and Airport Road.

The property is currently zoned Residential Agricultural (RA). The RA district is established to provide areas for low density single family uses, low intensity agricultural operations as well as agri-business and supportive industrial and commercial uses. RA zoning protects and preserves valuable agricultural areas, implements agricultural protection zoning, establishes performance standards for rural businesses, preserves rural areas, preserves pasture land and agriculture, defines specific areas for rural commercial uses, and identifies areas appropriate for agricultural preservation. The dimensional requirements of the RA district include a minimum lot size of 40,000 square feet (0.92 of an acre), with principal building setbacks of 30 feet from any street right-of-way, 30 feet from a rear property line and 15 feet from all side property lines.

Some of the uses permitted by right in the RA district include single-family dwellings, accessory dwellings, customary home occupations, day cares, pottery manufacturing and sales, botanical gardens and arboreta, churches, and livestock sales and markets. Some of the Special Uses allowed in the RA district, subject to approval by the Board of Adjustment include rural family occupations, nurseries/greenhouses, campgrounds, golf courses, raceways/drag strips, and commercial outdoor recreation activities. A list of permitted uses for the RA district is included within the agenda for your reference.

#### **Staff Analysis**

The applicant is requesting a conditional zoning district to allow for the development of a soccer field complex in addition to allowing the current land uses permitted in the Residential Agricultural general use district. The applicant request that if approved, the new conditional zoning district be named "Sanford Soccer Field Complex". Please reference the Concept Plan drawing set that was included with the application.

#### **Design considerations for the Sanford Soccer Field Complex conditional zoning district**

The proposed soccer field complex use is allowed in the Unified Development Ordinance (UDO) as a Recreation Activity, Commercial Outdoor under the Arts, Recreation and Entertainment category of the permitted uses. A soccer field complex is allowed in the Residential Agricultural (RA) zoning district as a special use with development standards, and only upon issuance of a Special Use Permit. They are also allowed by right, subject to specific development standards in the General Commercial (C-2), Light Industrial (LI) and Heavy Industrial (HI) zoning districts.

The applicant has chosen to attempt to obtain approval via the conditional zoning process as opposed to the special use process so that the information required and the approval process is same for both jurisdictions and thus simpler and more streamlined. The 1.2 ±

2016-0601

acre portion of this parcel that is located within the City of Sanford's ETJ is zoned Residential-Mixed (R-12), which does not allow this use without rezoning to a conditional zoning district. Therefore, it is simpler and more streamlined to submit a request to rezone to a conditional zoning district and provide the same information for consideration by the governing boards in both Lee County and the City of Sanford. Both jurisdictions must approve the conditional rezoning request associated with this project in order for it to move forward and develop in the manner proposed.

The UDO includes the following development regulations that should be considered for a soccer field complex (recreation activities, commercial outdoor).

- The minimum lot size shall be two (2) acres.  
*The lot is 9.95 ± acres per a survey for Lee Ray Thomas, recorded in Plat Cabinet 10, Slide 7A, Lee County Register of Deeds.*
- All uses, buildings and structures shall be at least 50 feet from any adjoining detached single-family dwelling structures.  
*The proposed design appears to comply with this requirement.*
- Such uses shall have direct access to a paved Public Street.  
*The proposed design will have two points of access via new private drives that will connect to Airport Road (SR 1213), which is a paved public street.*

The Sanford Soccer Field Complex conditional zoning district includes all of the UDO's development regulations for a commercial outdoor recreation activity as noted above in addition to the following conditions which are specific to this project and intended to allow for a successful project while ensuring compatibility between the development and the surrounding neighborhood.

- The soccer field complex will be located on approximately 9.95± acres of land.
- The development proposes two driveways onto Airport Road (SR1213), a NCDOT maintained public road. When/if the site is rezoned and prior to the zoning approval being issued for the development of the site, a NCDOT driveway permit will be required to be issued. All NCDOT requirements must be met for the development of this site.
- Parking will be within a gravel parking area that will comply with the UDO dimensional standards and ADA handicap accessibility standards. The individual parking spaces will be delineated. The UDO standard for parking is 1 per 600sf outdoor area; therefore, based on the size of the six soccer fields, a total of 149 parking spaces are required. The design illustrates 157 parking spaces with seven ADA handicap accessible spaces and four bus parking spaces.
- The project is proposed to be developed in three phases, the timing of which will be market driven.
- Phase 1 will include both entrance/exit drives, the gravel parking area, the dumpster with fencing & gate, a one-story office/concessions/toilet, a one-story utility building, two 7 vs. 7 turf fields with fence, the new private septic system, the existing pond with fence, the street yard landscaping along Airport Road, the parking lot landscaping within the interior of the parking area and the buffer yard landscaping along the perimeter of the site in the area of development. Please reference the Concept Plan set, Sheet 06, labeled Site-Phase 1, which illustrates the proposed development in Phase 1.

2016-0601

- Phase 2 will include one 11 vs. 11 natural grass soccer field, three 5 vs. 5 turf fields, bleachers, a fence to be installed along the rear of the site along the railroad, and the buffer yard landscaping along the perimeter of the site in the area of development. Please reference the Concept Plan set, Sheet 07, labeled Site-Phase 2, which illustrates the proposed development in Phase 2.
- Phase 3 will include the construction of an open air roof structure over the two 7 vs. 7 turf fields already installed as part of Phase 1. The height of the structure would be less than 45 feet. For your reference, all of the residential districts have a maximum building height of 40 feet, the Neighborhood Commercial (NC) and the Light Commercial & Office districts have a maximum building height of 50 feet, the Multi-family (MF-12) and Office & Institutional (O&I) districts have a maximum building height of 60 feet, and all other commercial districts have no maximum building height. Please reference the Concept Plan set, Sheet 08, labeled Site-Phase 3, which illustrates the proposed development in Phase 3. See also the Concept Plan set, Sheet 05, Architectural Site Plan, which illustrates the project as fully developed (includes Phases 1, 2 and 3) and Sheets 10, 11 and 12 which illustrate views of the project as fully developed from difference angles.
- Phase 3 may include a right turn lane to be installed along Tramway Road / NC Hwy 78 if required by NCDOT.
- Portable field lights are proposed to be used only during night games.

Airport Road is not included on the list of thoroughfares and freeways that are subject to specific architectural standards; therefore the exterior appearance of structures are not regulated at this location.

The Concept Plan Set submitted as part of this rezoning request will govern the development and use of the property and will be legally binding on the land even if a property transfer were to take place. Please also be aware that the conditional zoning process is a negotiated zoning process and, as such, the Commissioners and/or Planning Board may request that certain conditions be considered or altered. However, the petitioner must accept such conditions before inclusion in the conditional zoning district.

### **Utilities**

This site appears to have access to public water located in the right-of-way of Airport Road, but does not have access to public sanitary sewer; therefore, the site would require the installation of a new private septic system in order to develop as proposed. (Illustrated on the Concept Plan, Sheet 05, labeled as "septic field and backup" submitted with the rezoning application for this project.). As a general rule, any/all new development must comply with the rules & regulations of the Sanford Public Works Department regarding the extension of and/or connection to public utilities and the Lee County Environmental Health Department regarding the installation of a private septic system.

### **Transportation**

The subject property has 216 feet of road frontage on Airport Road (SR1213), which is a NCDOT maintained public street. The project will have two points of access via new private drives that will connect to Airport Road. NCDOT has reviewed the plans and provided feedback. A NCDOT driveway permit and encroachment agreements for utilities will be required prior to the start of development in Phase 1 and a turn lane may be required

2016-0601

to be installed along Tramway Road/ NC Hwy 78 for vehicular traffic use when turning onto Airport Road (from the southwest / Tramway area) once the project warrants this improvement. The project designer has been informed that he should discuss the specifics of this requirement and what will trigger the installation of the turn lane with NCDOT so that the project is phased accordingly. At this time, there is a center turn lane in Tramway Road / NC Hwy 78 for automobiles traveling west (from the Jonesboro area towards the Tramway area) that would like to make a left turn onto Airport Road.

The 2007 Lee County Comprehensive Transportation Plan illustrates Tramway Road / NC Hwy 78 as an existing major thoroughfare that needs improvement. Airport Road is not illustrated. The NCDOT 2013 Traffic Study reports 15,000 vehicle trips per day on Tramway Road approximately 1,220 feet east of the intersection of Tramway Road and Airport Road (in front of a house addressed as 1909 Tramway Road). There is no traffic count information for Airport Road.

### **Environmental**

The property is not located within a Watershed Conservation Overlay District or a Flood Hazard Area. There are two existing ponds on site, one is proposed to be removed and one has been incorporated into the site design as illustrated on the Concept Plan set, Sheet 05, Architectural Site Plan, labeled as “existing pond” and “pedestrian fence to guard existing pond” submitted with the rezoning application for this project. It is the responsibility of the project designer to verify that the proposed project is in compliance with the regulations of all applicable governmental agencies, including but not limited to, the Lee County Soil & Water Conservation District, the North Carolina Department of Environmental Quality and the U.S. Army Corp of Engineers with regard to removing and/or altering an existing pond.

The City of Sanford, Lee County and the Town of Broadway do not have local grading permits and rely on the North Carolina Department of Environmental Quality to regulate land disturbing activities. For questions or concerns regarding land disturbing activities, please contact the North Carolina Division of Energy, Mineral, and Land Resources Sediment Program at 1612 Mail Service Center, Raleigh, NC 27699-1612 or call 919-707-9220 or visit the NCDEQ website at <http://deq.nc.gov>.

### **Conformance with the Greenwood Small Area Plan**

The Greenwood Small Area Plan shows this area as being within the study area, but has no specific recommended land use classification (within an area labeled “Greenwood”).

### **Conformance with the Sanford/Lee County 2020 Land Use Plan**

The 2020 Land Use Plan Map does not identify a specific land use for the subject property. When considering the zoning of this property, current development trends and the surrounding zoning of the neighborhood should be considered.

### **Public Information Meeting**

A public information meeting was held on Tuesday, May 24, 2016 at the historic Buggy Company Building with two staff representatives, four project representatives and three citizens in attendance. Following a presentation about the proposed Sanford Soccer Field Complex project by the project designer/architect, Mr. Joseph Klimek, a discussion was held and the following items were the major topics of concern expressed by the neighbors.

2016-0601

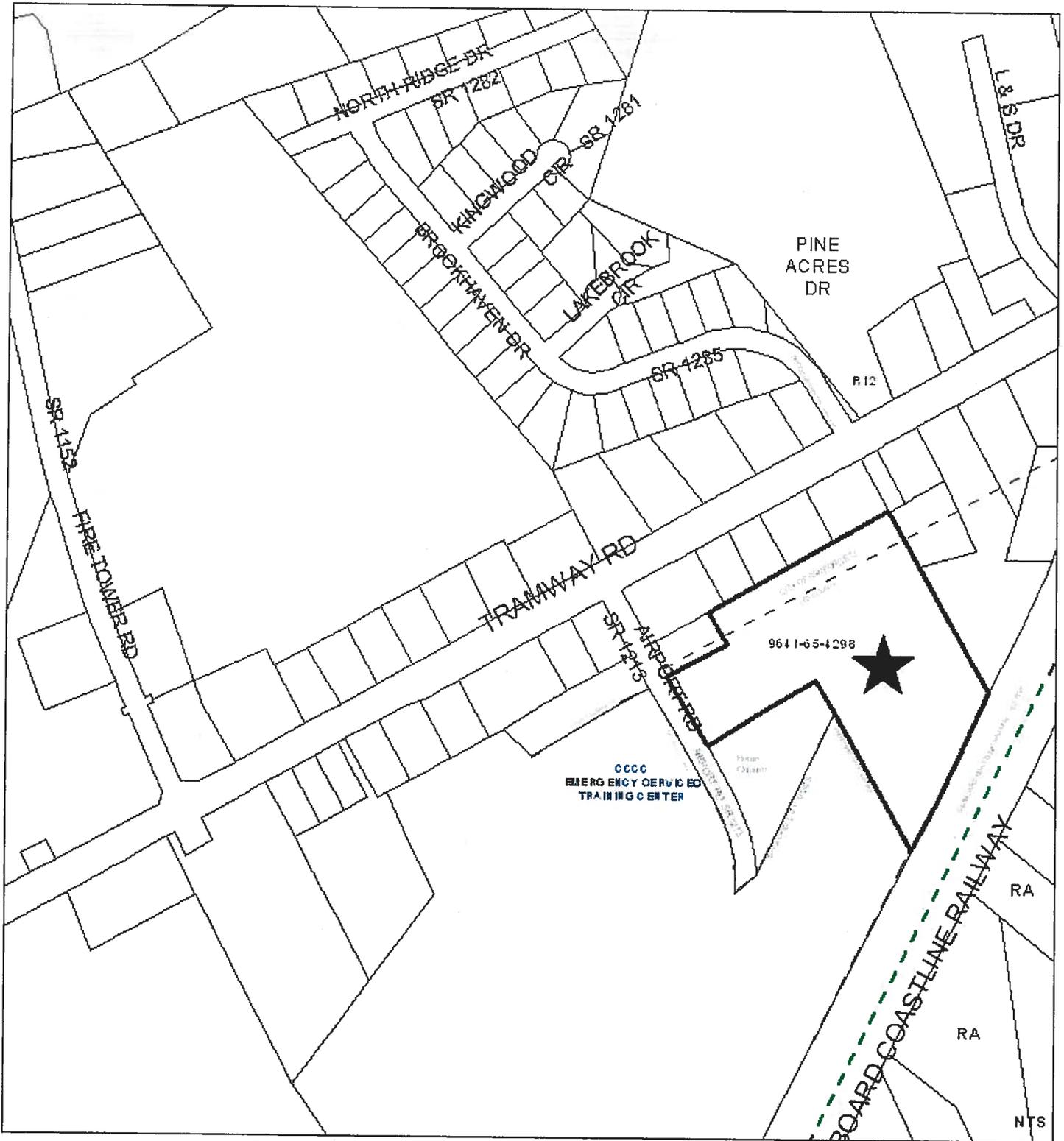
- Tramway Road has lots of automobile traffic, which is currently problematic for the residential neighbors. For example, they have to wait a long time in order to pull out of their driveway and onto Tramway Road, especially at certain times of the day when the nearby schools are beginning or ending classes for the day. If this property is rezoned and this project is developed at this location, there is a concern that the traffic problem will worsen.
- There is a lot of pedestrian traffic along Tramway Road in front of the existing houses from students walking to and from school. If this property is rezoned and this project developed at this location, there is a concern that there will be even more kids walking, not only along the front of their yards, but through their yards to get to the soccer fields.
- There is currently a lot of noise and bright lights associated with the local schools, especially when they have sporting events after school and on weekends. If this project is developed at this location, there is concern that there will be more noise and bright lights from a closer location that adjoins their property.

#### **Planning & Development Staff Recommendation**

Airport Road is a dead end road that is accessed via a section of Tramway Road / NC Hwy 78 that has a considerable amount of vehicular traffic since it is located near two public schools and between the Tramway Old Jonesboro areas of Sanford. The concerns noted by the adjoining property owners (a high volume of vehicular & pedestrian traffic and the proximity to two public schools) appear to be valid, however, this also suggest that this site is not conducive to continued single-family residential development; therefore it appears that it is reasonable to develop this site in a manner other than residential. The high volume of vehicular & pedestrian traffic and the proximity to two public schools is what makes this site attractive for a soccer field complex. Care should be taken to ensure that the site is designed in such a manner as to protect the quality of life and property values of the adjoining residential property owners as this area continues to transition from residential to commercial in nature.

The 2020 Land Use Plan Map does not identify a specific land use for the subject property; therefore, when considering the zoning of this property, current development trends and the surrounding zoning of the neighborhood should be considered. Also, information presented at the public hearing may provide additional information that should be considered regarding a final decision on the requested zoning map amendment.

VICINITY MAP  
APPLICATION BY TOBIBIO HERNANDEZ



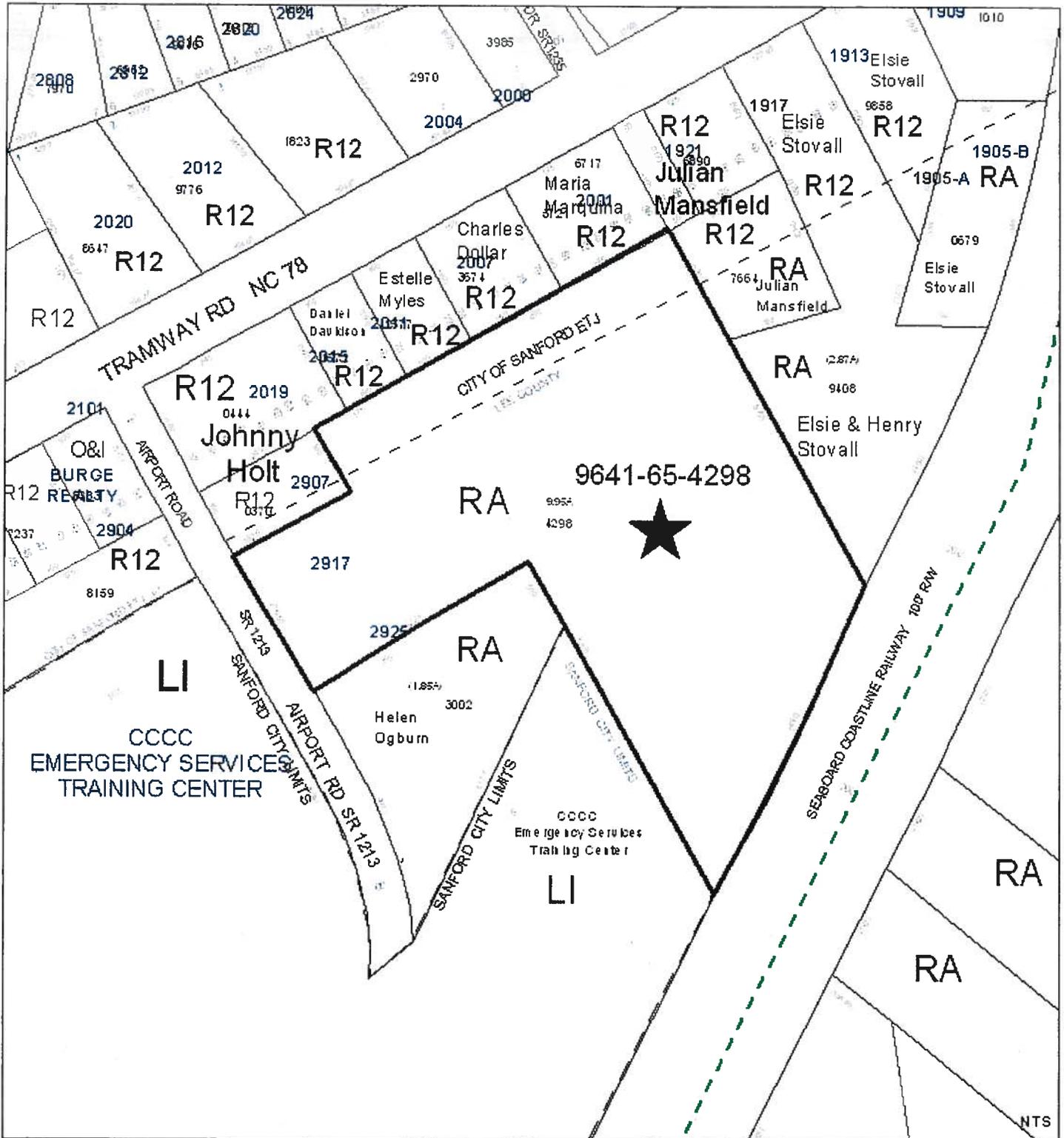
Rezone from Residential Agricultural (RA) district to "Sanford Soccer Field Complex Conditional Zoning District", approximately 8.75+- acres of land at 2917 Airport Road, and being all of that portion of Tax Parcel 9641-65-4298 that lies within Lee County's planning jurisdiction



Area of Rezoning Request



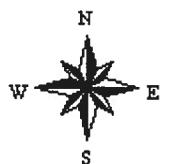
APPLICATION BY TOBIBIO HERNANDEZ



Rezone from Residential Agricultural (RA) district to "Sanford Soccer Field Complex Conditional Zoning District", approximately 8.75+ acres of land at 2917 Airport Road, and being all of that portion of Tax Parcel 9641-65-4298 that lies within Lee County's planning jurisdiction



Area of Rezoning Request



## **R-12, RESIDENTIAL MIXED ZONING DISTRICT**

Please note: This list was created by Sanford/Lee County Planning & Development staff as a summary of the permitted land uses within a specific zoning district and is intended for general informational purposes. Staff makes every effort to ensure that the information provided is accurate and up-to-date; however, it is recommended that you verify with Planning & Development staff that the proposed use is permitted within the specific zoning district and discuss any/all development requirements prior to pursuing a project. This information is applicable for the jurisdictions of the City of Sanford, Lee County and the Town of Broadway in North Carolina.

### **USES PERMITTED BY RIGHT**

The uses listed below are permitted by right, subject to any/all other applicable standards of the Unified Development Ordinance (for example, parking requirements).

<b><u>Accessory Uses</u></b>
Accessory uses (See Section 5.1)
<b><u>Residential Uses</u></b>
Dwelling, Duplex (two-family dwelling)
Dwelling, Modular home
Dwelling, Single-family detached
<b><u>Arts, Recreation &amp; Entertainment</u></b>
Parks, playgrounds, and athletic fields operated on a noncommercial basis
<b><u>Education, Public Administration, Health Care, and Institutional</u></b>
Day care facility, Adult
Religious Complex (less than 350 seats), new site
Religious Complex (any size), addition to existing complex/site
Schools, Pre-K –Secondary (nursery and preschool, grade schools, elementary, middle, and high school), addition to existing site
<b><u>Transportation, Communication, and Utilities</u></b>
Utility lines (including electric lines, phone/cable lines, distribution circuits, gas/fuel lines, water lines, steam/air conditioning lines, irrigation channels, and sewer/waste water lines)
<b><u>Agriculture</u></b>
Animal Production and Support Services, (unincorporated Lee County)
Crop Production and Support Functions, (unincorporated Lee County)
Forestry and Logging and Support Services, (unincorporated Lee County)

**USES PERMITTED WITH DEVELOPMENT REGULATIONS**

The uses listed below may either be permitted by right or upon approval of a Special Use Permit, but are also subject to the requirements of Article 5 Supplemental Development Regulations of the Unified Development Ordinance (for example, daycares are required to install a fence around outdoor play areas).

<b><u>Residential Uses</u></b>
Dwelling, Multifamily (three or more units) (See Section 10.3)
Dwelling, Single-family attached (See Section 10.3)
Home Occupations (See Section 5.16)
<b><u>Accommodations and Group Living</u></b>
Family Care Homes (See NCGS 168-21 and Section 5.12)
<b><u>Industrial &amp; Manufacturing Uses</u></b>
Landfills, LCID (2 acres or less in size) (See Section 5.19)
<b><u>Education, Public Administration, Health Care, and Institutional</u></b>
Day Care facility, Home Child Care (See Section 5.10)

**USES PERMITTED UPON ISSUANCE OF A SPECIAL USE PERMIT**

The uses listed below are permitted in the respective zoning district only after review and approval of a Special Use Permit by the Board of Adjustment for the applicable jurisdiction in accordance with Article 3 Zoning and Permitting Procedures, Section 3.5 Special Use Permits of the Unified Development Ordinance. Special uses are subject to any/all applicable general design standards, any development regulations which apply to the specific use and those requirements that may reasonably be imposed by the respective board as per the Unified Development Ordinance.

<b><u>Accommodations and Group Living</u></b>
Boarding House /Room Renting
Dormitories for the students of colleges commercial schools, staff of hospitals
Child and Youth Services
Nursing, Supervision, Adult Care Homes, Group Care Facilities and other rehabilitative services
<b><u>Arts, Recreation &amp; Entertainment</u></b>
Fitness and recreational sports, gym, health spa, reducing salon, swimming pool/auditorium, racquet club or athletic club (not otherwise listed)
Golf courses, public and private
Golf driving ranges
Sports stadiums or arenas
<b><u>Education, Public Administration, Health Care, and Institutional</u></b>
Civic, Social and Fraternal Organizations, including community centers, meeting halls, community halls, reception halls, wedding halls for assembly and recreation
Fire, sheriff, and emergency services
Governmental Functions, not otherwise listed
Libraries
Religious Complex (more than 350 seats), new site

Schools, Continuing Education (alternative, adult colleges and universities, and technical, trade and other specialty schools)
Schools, Pre-K – Secondary (nursery and preschool, grade schools, elementary, middle and high school) new site
<b><u>Transportation, Communication, and Utilities</u></b>
Sewage treatment and Water treatment plants
<b><u>Agriculture</u></b>
Crop Production and Support Functions (Sanford and Broadway)

**USES PERMITTED UPON ISSUANCE OF A SPECIAL USE PERMIT  
THAT HAVE SPECIFIC DEVELOPMENT REGULATIONS**

The uses listed below are permitted in the respective zoning district only after review and approval of a Special Use Permit by the Board of Adjustment for the applicable jurisdiction in accordance with Article 3 Zoning and Permitting Procedures, Section 3.5 Special Use Permits of the Unified Development Ordinance. In addition to any/all applicable general design standards and those requirements that may reasonably be imposed by the respective board, these uses have specific standards that must be adhered to as per the Unified Development Ordinance (for example, fencing is required around the base of telecommunication towers, including any structures or guy wires).

<b><u>Residential Uses</u></b>
Accessory Dwellings (See Section 10.4)
<b><u>Accommodations and Group Living</u></b>
Bed and breakfast inn (See Section 5.4)
<b><u>Industrial &amp; Manufacturing Uses</u></b>
Landfills, C&D or LCID (greater than 2 acres in size) (See Section 5.20)
Mining and Quarries (See Section 5.23)
<b><u>Education, Public Administration, Health Care, and Institutional</u></b>
Cemeteries, public and private (does not include individual family plots) (See Section 5.6)
Day Care facility, Child Care Center (See Section 5.10)
<b><u>Transportation, Communication, and Utilities</u></b>
Telecommunication towers (See Section 5.33)

**ADJOINING PROPERTY OWNERS LIST**

PETITION BY: Tobibio Hernandez

REQUEST: Rezone from Residential Single-family (R-12) to Residential Single-family (R-12)  
/ Sanford Soccer Field Complex Conditional Zoning DistrictLOCATION: One Vacant 9.95 Tract off of Airport Road, Sanford, NC 27332  
Formerly addressed as 2917 Airport Road.

PINS: 9641-65-4298-00

No.	PIN	PROP ADDR	OWNER 1	OWNER2	M #	MAILADDRESS	MAILCITY	ST	ZIP
01	9641-65-0370-00	2907 AIRPORT RD	HOLT, JOHNNY M	-	2019	TRAMWAY RD	SANFORD	NC	27332
02	9641-65-0444-00	2019 TRAMWAY RD	HOLT, JOHNNY M	HOLT, NANCY O	2019	TRAMWAY RD	SANFORD	NC	27332
03	9641-65-1572-00	2015 TRAMWAY RD	DAVIDSON, DANIEL E JR	DAVIDSON, KERRY M	2015	TRAMWAY RD	SANFORD	NC	27332
04	9641-65-2577-00	2011 TRAMWAY RD	MYLES, ESTELLE	MYLES, DEWEY	10866	WAVERLAND DR	BATON ROUGE	LA	70815
05	9641-65-3674-00	2007 TRAMWAY RD	DOLLAR, CHARLES A	DOLLAR, MAE F	2007	TRAMWAY RD	SANFORD	NC	27332
06	9641-65-5721-00	2001 TRAMWAY RD	MARQUINA, MARIA C	MARQUINA, JOSE S	2001	TRAMWAY RD	SANFORD	NC	27332
07	9641-65-6717-00	(V) TRAMWAY RD	MANSFIELD, JULIAN THOMAS	MANSFIELD, RACHEL B	1921	TRAMWAY RD	SANFORD	NC	27332
08	9641-65-6890-00	1921 TRAMWAY RD	MANSFIELD, JULIAN T	-	1921	TRAMWAY RD	SANFORD	NC	27332
09	9641-65-7664-00	(V) TRAMWAY RD	MANSFIELD, JULIAN THOMAS	MANSFIELD, RACHEL B	1921	TRAMWAY RD	SANFORD	NC	27332
10	9641-65-9408-00	1917 TRAMWAY RD	STOVALL, ELSIE	STOVALL, HENRY	1909	TRAMWAY RD	SANFORD	NC	27332
11	9641-52-2700-00	3000 AIRPORT RD	TRUSTEES OF CENTRAL CAROLINA COM COLLEGE	-	1105	KELLY DR	SANFORD	NC	27330
12	9641-65-3002-00	2925 AIRPORT RD	OGBURN, HELEN COVERT	-	98	BEACON CIRCLE	SANFORD	NC	27332
13	9641-55-8159-00	2904 AIRPORT RD	DENNING, C VANCE	DENNING, ELIZABETH W	-	PO BOX 1128	SANFORD	NC	27331
14	9641-55-8333-00	2101 TRAMWAY RD	GAINES, JOHN T	-	-	PO BOX 42	GOLDSTON	NC	27252
<b>THE FOLLOWING PEOPLE ATTENDED THE PUBLIC INFORMATION MEETING FOR THIS PROJECT ON MAY 24, 2016 &amp; WERE ADDED TO THIS LIST.</b>									
15	Project representative (designer)		Mr. Joseph Klimek of jfk Architect		3032	Ross Road	Durham	NC	27703
16	Project representative (developer rep)		Ms. Marleslie Hernandez		-	P.O. Box 1064	Sanford	NC	27331
17	Project representative (developer rep)		Mr. Carlos Flores		20435	NC Hwy 24/27	Cameron	NC	27330
18	Project representative (realtor)		Mr. Steve Malloy of Adcock & Associates Real Estate		1101	S. Horner Blvd	Sanford	NC	27330
19	Adjoining property owner/neighbor		Mrs. Elsie Stovall		1909	Tramway Road	Sanford	NC	27332
20	Adjoining property owner/neighbor		Mr. Johnny Holt		2019	Tramway Road	Sanford	NC	27332
	APPLICANT:	(V) AIRPORT RD FORMERLY 2917 AIRPORT RD	HERNANDEZ, TOBIBIO	-	-	PO BOX 1064	SANFORD	NC	27331
	PROPERTY OWNER:	(V) AIRPORT RD FORMERLY 2917 AIRPORT RD	THOMAS, LEE RAY	-	2014	JASANY LN	SANFORD	NC	27330

**(V) = Vacant**

**ADJACENT PROPERTY OWNER NOTIFICATION CERTIFICATION**

I, Amy J. McNeill, hereby certify that the property owners and adjacent property owners of the following rezoning petitions as indicated on the Lee County Tax Maps were notified by First Class U.S. Mail on Friday, June 10, 2016.

**2016-0601**

1. Application by Wil-Kat Properties, LLC to rezone from Office & Institutional (O&I) to General Commercial (C-2) 6.5 ± acres off of NC Hwy 87. The subject property includes portions of two tracts of land with frontage on NC Hwy 87, opposite Commerce Drive, which are described as follows: Tract 1 is a 12.7 ± acre tract of land addressed as 4563 and 4599 NC Hwy 87 and identified as Tax Parcel 9660-59-1002 that currently has 2.2 ± acres zoned General Commercial (C-2) and 10.5 ± acres zoned Office & Institutional (O&I). The proposed rezoning would increase the area zoned General Commercial (C-2) from 2.2 ± acres to 8.0 ± acres and reduce the area zoned Office & Institutional (O&I) from 10.5 ± acres to 4.7 ± acres. The portion of this tract to be rezoned equals 5.8 ± acres. Tract 2 is a vacant 11.4 ± acre tract of land identified as Tax Parcel 9660-58-2607 that currently has 2.0 ± acres zoned General Commercial (C-2) and 9.4 ± acres zoned Office & Institutional (O&I). The proposed rezoning would increase the area zoned General Commercial (C-2) from 2.0 ± acres to 2.7 ± acres and reduce the area zoned Office & Institutional (O&I) from 9.4 ± acres to 8.7 ± acres. The portion of this tract to be rezoned equals 0.7 ± acres. The property is the same as depicted on Lee County Tax Maps 9660.01 and 9660.02, a portion of Tax Parcels 9660-59-1002 and 9660-58-2607 Lee County Land Records and is also portions of Tract 1 and Tract 2 on a survey map recorded in Plat Cabinet 2010, Slide 160, Lee County Registry of Deeds.

**2016-0602**

2. Application by Tobibo Hernandez to rezone from Residential-Mixed (R-12) district to a conditional zoning district to be known as "Sanford Soccer Field Complex District". As proposed, the Sanford Soccer Field Complex District will allow all land uses currently permitted in the Residential-Mixed (R-12) zoning district in addition to a soccer field complex. This petition is for a 1.2 ± acre portion of a larger 9.95 ± acre tract of land off of Airport Road, formerly addressed as 2917 Airport Road. The subject property is a portion of a larger tract that is located in both the City of Sanford's ETJ and Lee County. This rezoning request is for the portion of the tract of land that is located within the City of Sanford's ETJ only. The property is the same as depicted on Lee County Tax Maps 9641.02 and 9641.04, a portion of Tax Parcel 9641-65-4298 Lee County Land Records and is also a portion of Tract 2 on a survey map recorded in Plat Cabinet 10, Slide 7A, Lee County Registry of Deeds.

Signature: Amy J. McNeill Date: 2016-06-10

Title: DESIGN REVIEW COORDINATOR

Lee County, North Carolina

I, Atticus J. Thompson, a Notary Public for Lee County and State of North Carolina do hereby certify that Amy Jo McNeill personally appeared before me on this day and acknowledged the due execution of the foregoing Instrument. Witness my hand and official seal, this the 10th day of June, 2016.

Atticus J. Thompson  
Notary Public Signature

My Commission expires January 18, 2017 (SEAL)



June 10, 2016

Dear Adjacent Property Owner:

The Zoning Ordinance of the City of Sanford, North Carolina requires that adjacent property owners be notified when a request for a change in zoning classification has been scheduled for a public hearing before the Sanford City Council.

#### CITY OF SANFORD PUBLIC NOTICE

Notice is hereby given that the City Council and Planning Board for the City of Sanford will hold joint public hearings on Tuesday, June 21, 2016, in the Council Chambers of the Sanford Municipal Building, 225 East Weatherspoon Street, Sanford, NC. The hearings will begin at 7:00 p.m. or as soon thereafter as deemed practical by the Board to consider two (2) applications to amend the Official Zoning Map of the City of Sanford as described below:

1. Application by Wil-Kat Properties, LLC to rezone from Office & Institutional (O&I) to General Commercial (C-2) 6.5 ± acres off of NC Hwy 87. The subject property includes portions of two tracts of land with frontage on NC Hwy 87, opposite Commerce Drive, which are described as follows: Tract 1 is a 12.7 ± acre tract of land addressed as 4563 and 4599 NC Hwy 87 and identified as Tax Parcel 9660-59-1002 that currently has 2.2 ± acres zoned General Commercial (C-2) and 10.5 ± acres zoned Office & Institutional (O&I). The proposed rezoning would increase the area zoned General Commercial (C-2) from 2.2 ± acres to 8.0 ± acres and reduce the area zoned Office & Institutional (O&I) from 10.5 ± acres to 4.7 ± acres. The portion of this tract to be rezoned equals 5.8 ± acres. Tract 2 is a vacant 11.4 ± acre tract of land identified as Tax Parcel 9660-58-2607 that currently has 2.0 ± acres zoned General Commercial (C-2) and 9.4 ± acres zoned Office & Institutional (O&I). The proposed rezoning would increase the area zoned General Commercial (C-2) from 2.0 ± acres to 2.7 ± acres and reduce the area zoned Office & Institutional (O&I) from 9.4 ± acres to 8.7 ± acres. The portion of this tract to be rezoned equals 0.7 ± acres. The property is the same as depicted on Lee County Tax Maps 9660.01 and 9660.02, a portion of Tax Parcels 9660-59-1002 and 9660-58-2607 Lee County Land Records and is also portions of Tract 1 and Tract 2 on a survey map recorded in Plat Cabinet 2010, Slide 160, Lee County Registry of Deeds.

2. Application by Tobibo Hernandez to rezone from Residential-Mixed (R-12) district to a conditional zoning district to be known as "Sanford Soccer Field Complex District". As proposed, the Sanford Soccer Field Complex District will allow all land uses currently permitted in the Residential-Mixed (R-12) zoning district in addition to a soccer field complex. This petition is for a 1.2 ± acre portion of a larger 9.95 ± acre tract of land off of Airport Road, formerly addressed as 2917 Airport Road. The subject property is a portion of a larger tract that is located in both the City of Sanford's ETJ and Lee County. This rezoning request is for the portion of the tract of land that is located within the City of Sanford's ETJ only. The property is the same as depicted on Lee County Tax Maps 9641.02 and 9641.04, a portion of Tax Parcel 9641-65-4298 Lee County Land Records and is also a portion of Tract 2 on a survey map recorded in Plat Cabinet 10, Slide 7A, Lee County Registry of Deeds.

The public is cordially invited to attend. Further information may be obtained from the Sanford/Lee County Community Development Department, 115 Chatham Street, Sanford, NC 27330 or by calling (919) 718-4656. Upon request and with 24-hour notice, the City will provide an interpreter for the hearing impaired or any other type of auxiliary aid.

Cualquier ciudadano que tenga preguntas o comentarios de las cosas al referido, puede comunicarse a el departamento de desarrollo para Sanford/Condado de Lee, llame al (919) 718-4656.

Please note that staff has been instructed to provide the following general information to adjacent property owners for future reference if/when the site associated with this rezoning request is developed. The City of Sanford, Lee County and the Town of Broadway do not have local grading permits and rely on the North Carolina Department of Environmental Quality to regulate land disturbing activities. For questions or concerns regarding land disturbing activities, please contact the North Carolina Division of Energy, Mineral, and Land Resources Sediment Program at 1612 Mail Service Center, Raleigh, NC 27699-1612 or call 919-707-9220 or visit the NCDEQ website at <http://deq.nc.gov>.

Attachment: Zoning Map  
Residential-Mixed (R-12) List of Permitted Uses

**CITY OF SANFORD  
PUBLIC NOTICE**

Notice is hereby given that the City Council and Planning Board for the City of Sanford will hold a joint public hearing on Tuesday, June 21, 2016, in the Council Chambers of the Sanford Municipal Center, 225 East Weatherspoon Street, Sanford, N.C. The Boards will consider two (2) amendments to the Sanford Zoning Map. The hearings will begin at 7:00 p.m. or as soon thereafter as deemed practical by the City Council. The rezoning applications are described below:

1. Application by Wil-Kat Properties, LLC to rezone from Office & Institutional (O&I) to General Commercial (C-2) 6.5 ± acres off of NC Hwy 87. The subject property includes portions of two tracts of land with frontage on NC Hwy 87, opposite Commerce Drive, which are described as follows: Tract 1 is a 12.7 ± acre tract of land addressed as 4563 and 4599 NC Hwy 87 and identified as Tax Parcel 9660-59-1002 that currently has 2.2 ± acres zoned General Commercial (C-2) and 10.5 ± acres zoned Office & Institutional (O&I). The proposed rezoning would increase the area zoned General Commercial (C-2) from 2.2 ± acres to 8.0 ± acres and reduce the area zoned Office & Institutional (O&I) from 10.5 ± acres to 4.7 ± acres. The portion of this tract to be rezoned equals 5.8 ± acres. Tract 2 is a vacant 11.4 ± acre tract of land identified as Tax Parcel 9660-58-2607 that currently has 2.0 ± acres zoned General Commercial (C-2) and 9.4 ± acres zoned Office & Institutional (O&I). The proposed rezoning would increase the area zoned General Commercial (C-2) from 2.0 ± acres to 2.7 ± acres and reduce the area zoned Office & Institutional (O&I) from 9.4 ± acres to 8.7 ± acres. The portion of this tract to be rezoned equals 0.7 ± acres. The property is the same as depicted on Lee County Tax Maps 9660.01 and 9660.02, a portion of Tax Parcels 9660-59-1002 and 9660-58-2607 Lee County Land Records and is also portions of Tract 1 and Tract 2 on a survey map recorded in Plat Cabinet 2010, Slide 160, Lee County Registry of Deeds.
2. Application by Tobibo Hernandez to rezone from Residential-Mixed (R-12) district to a conditional zoning district to be known as "Sanford Soccer Field Complex District". As proposed, the Sanford Soccer Field Complex District will allow all land uses currently permitted in the Residential-Mixed (R-12) zoning district in addition to a soccer field complex. This petition is for a 1.2 ± acre portion of a larger 9.95 ± acre tract of land off of Airport Road, formerly addressed as 2917 Airport Road. The subject property is a portion of a larger

tract that is located in both the City of Sanford's ETJ and Lee County. This rezoning request is for the portion of the tract of land that is located within the City of Sanford's ETJ only. The property is the same as depicted on Lee County Tax Maps 9641.02 and 9641.04, a portion of Tax Parcel 9641-65-4298 Lee County Land Records and is also a portion of Tract 2 on a survey map recorded in Plat Cabinet 10, Slide 7A, Lee County Registry of Deeds.

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Cualquier ciudadano que tenga preguntas o comentarios de las cosas al referido, puede comunicarse a el departamento de desarrollo para Sanford/Condado de Lee, llame al (919) 718-4656.

By Bonnie Davis, City Clerk

**Please publish in the Legal Notices Section of the Sanford Herald on Friday, June 10, 2016 and on Friday, June 17, 2016.** If you have any questions regarding this notice, please call Amy McNeill at 919-718-4656, ext 5397. Please reference this account number (30031885) on the invoice and refer to as City of Sanford Zoning Notice.

*Please send publisher's affidavit to the Sanford/Lee County Community Development Office, P.O. Box 3729, Sanford, NC, Attention: Angela Baker. Thank you.*

**Consideration of a Preliminary Plat for  
The Park at South Park Subdivision  
Sanford City Council Meeting      June 21, 2016**

*This plat was originally placed on the June 7, 2016 agenda for consideration and was tabled with concern being noted over this subdivision not being required to install sidewalks, curb & gutter. At the end of the June 7 meeting, Councilman Taylor asked that this item be placed on the next agenda for (re)consideration; therefore, staff has place this item on the June 21 agenda.*

**Introduction:**

The applicant/owner, AGA Corporation is seeking preliminary plat approval for a 23 lot residential subdivision located within the City of Sanford's corporate limits. All lots are proposed to be served by public water, public sewer and public streets (City maintained).

**Location:** West & southwest of the terminus of Commerce Drive, east of Lee Avenue and west of Robert E. Lee Drive. Most of the site is located between the end of Commerce Drive and Lee Avenue. It is accessible via Commerce Drive, Lee Avenue and Robert E. Lee Drive.

**Property Owner:** AGA Corporation of P.O. Box 2825, Sanford, NC 27331

**Developer:** AGA Corp. may develop or market the site, undetermined at this time

**Project Engineer:** Ken Bright Associates, PLLC of 2305 Carthage St, Sanford, NC 27330

**Project Surveyor:** Ken Bright Associates, PLLC of 2305 Carthage St, Sanford, NC 27330

**Township:** Jonesboro

**Tax Parcels:** 9660-18-0558-00, 9660-08-9755-00 and a portion of 9660-08-5884-00

**Tax Map:** 9660.01

**Zoning:** PROPOSED Residential Single-family (R-14)

*Note: The subject property is located within the corporate limits of the City of Sanford and is a portion of 86 acre +/- site requested to be rezoned to Residential Single-family (R-14) for which the public hearing was held on May 17 and for which the vote is scheduled for June 7. Approval of this plat will only be considered if the request to rezone the subject property to Residential Single-family (R-14) is approved.*

**Total Site Acreage:** 15.6

**Total Lots:** 23

**Minimum Lot Size:** 14,000sf or 0.32 of an acre

**Smallest Lot Size:** 14,577 or 0.33 of an acre (Lot 19)

**Largest Lot Size:** 41,530sf or 0.95 of an acre (Lot 6)

**Average Lot Size:** 25,771sf or 0.59 of an acre (0.5916)

**Minimum Building Setbacks:** Front, 30ft, as measured from the right-of-way of a public street  
Rear, 20ft, as measured from the rear property line  
Side(s), 12ft, as measured from the side property line

**Linear Ft in Street:** 1,245 linear feet

**Streets:** Public, to be maintained by City of Sanford

**Water:** Public, to be maintained by City of Sanford

**Sewer:** Public, to be maintained by City of Sanford

**Notes:**

- 1.) The plat was reviewed by the Sanford Planning Board on May 17, 2016 and the overall design was approved to move forward with board approval with the general condition that all Sanford/Lee Co/Broadway Technical Review Committee (TRC) technical revisions must be addressed prior to the final plat being recorded.
- 2.) The plat was reviewed by the Sanford/Lee Co/Broadway Technical Review Committee (TRC) on April 28, 2016 and the overall design was approved to move forward with board approval. All TRC technical revisions must be addressed prior to the final plat being recorded.
- 3.) North Carolina Department of Environmental Quality (NCDEQ) approval will be required if the developer disturbs an acre or greater.
- 4.) North Carolina Department of Transportation (NCDOT) approval is not required for a connection to a City maintained public street; however, the section of Commerce Drive from NC 87 Hwy to Harvey Faulk Road is maintained by NCDOT with the remainder of the roadway being maintained by the City of Sanford. Therefore, NCDOT has requested information regarding possible future phases or expansions of this subdivision when/if the information is available.
- 5.) The preliminary plat shall be valid for two years if approved by the Sanford City Council.
- 6.) All public utilities proposed to be City maintained (water, sanitary sewer & streets) must be installed or a financial guarantee posted prior to recording the final plat. All financial guarantees must be accepted by the Sanford City Council.
- 7.) Please note that, even though the site has been rezoned to R-14, the developer has expressed a desire to not construct/include sidewalks. This is allowed currently within the UDO as the average lot size is used to determine if the project is required to provide sidewalks (along one side of the street). Based on the proposed plat, the average lot size is 25,771sf ; therefore, sidewalk/curb & gutter will not be required within this residential subdivision.  
There are nine lots less than 20,000sf in size (lots 13, 16, 17, 18, 19, 20, 21, 22 and 23).  $9/23 = 0.39$  or 40% of the lots are less than 20,000sf in size with 60% of the lots being 20,000sf or greater in size.
- 8.) The proposed street names of Tyvola, Manning, and Southwick have been reserved by the GIS/ Strategic Services Department for use in this project.

**PRELIMINARY PLAT**  
**THE PARK AT SOUTH PARK SUBDIVISION**  
 COMMERCE DRIVE  
 SANFORD, NC 27330

- INDEX**  
 C1 COVER  
 C2 EXISTING SITE CONDITIONS  
 C3 PRELIMINARY PLAT



VICINITY MAP

PRELIMINARY PLAT FOR  
**THE PARK AT SOUTH PARK**  
 JONESBORO TOWNSHIP  
 LEE COUNTY NORTH CAROLINA  
 APRIL 7, 2016

**OWNER:**  
 A&A CORPORATION  
 P.O. BOX 2825  
 SANFORD, NC 27331  
 PUN # 9660-10-9359-00, 9660-00-9355-00 &  
 PARTIAL OF 9660-00-5804-00  
**DEVELOPER:** DB 364, P. 337  
 PLAT 2007/265

**NUMBER OF LOTS:** 23  
**SMALLEST LOT SIZE:** 24,577 SQ. FT.  
**AVERAGE LOT SIZE:** 25,771 SQ. FT.  
**LINEAR FEET OF STREET:** 1,245 FT.  
**SITE DATA:**  
**TOTAL SITE SIZE:** 156+ Acres

**ZONING:** CURRENT C2 BARRINGTON PARK C2D#4 & L1  
 CURRENT C2 BARRINGTON PARK C2D#4 & L1  
 PROPOSED R-14

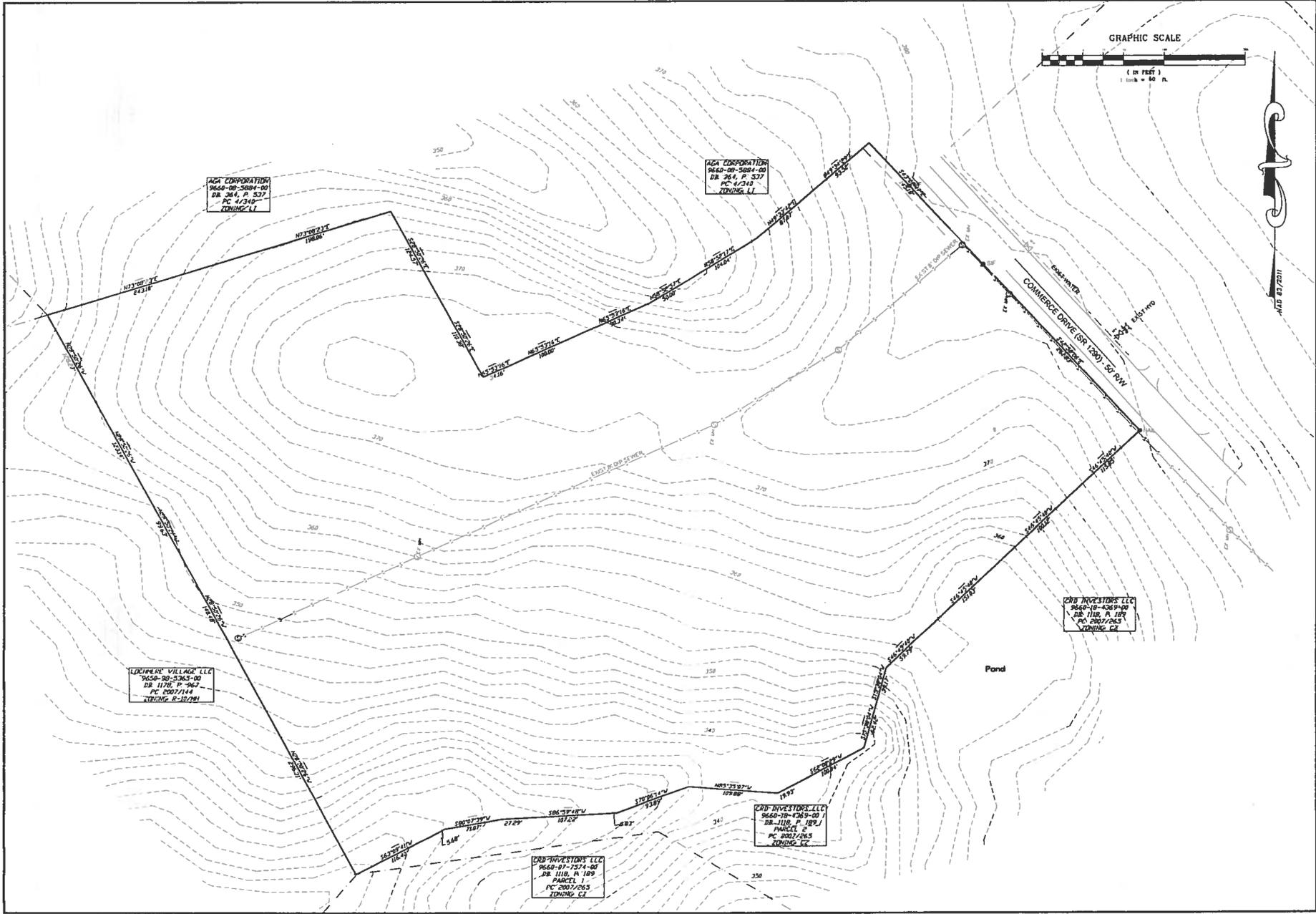
**MIN. BUILDING SETBACK LINES & LOT REQUIREMENTS**  
 FRONT = 30 FT  
 REAR = 20 FT  
 SIDE = 10 FT  
 MIN. LOT WIDTH = 75 FT  
 MIN. LOT DEPTH = 100 FT

**UTILITIES:**  
 SEWER: CITY OF SANFORD  
 WATER: CITY OF SANFORD

**NOTE:**  
 UTILITIES WHO CONTOURS FROM LEE CO GIS LEAD MAPS.

REVISIONS:	2/7/16 Rev 1.01
<b>KEN BRIGHT ASSOCIATES PLLC</b>	
MADE DRAWING AVAILABLE TO ALL APPLICANTS FOR REVIEW AND COMMENT. ALL APPLICANTS MUST REVIEW AND COMMENT ON ALL APPLICANTS' COMMENTS. ALL APPLICANTS MUST REVIEW AND COMMENT ON ALL APPLICANTS' COMMENTS. ALL APPLICANTS MUST REVIEW AND COMMENT ON ALL APPLICANTS' COMMENTS.	P-0781 601 S. W. GARDNER ST. SANFORD, NC 27331 PHONE: (919) 775-1427 FAX: (919) 775-1427 WWW.KENBRIGHTASSOCIATES.COM
DATE:	MAY 11, 2016
SCALE:	AS SHOWN
CONTACT:	MR. VAN GORDE 601 S. W. GARDNER ST. SANFORD, NC 27331 (919) 775-1427
<b>THE PARK AT SOUTH PARK                  PRELIMINARY PLAT</b>	
COVER	
<b>C1</b>	
1 OF	
FILE:	
SP201615, THE PARK	





<p>REVISIONS:</p>	
<p><b>KEN BRIGHT ASSOCIATES PLLC</b> CONSULTING ENGINEERS P.O. BOX 1000 SANFORD, NC 27331 PHONE: (919) 795-3444 e-mail: kb@kenbrightassociates.com www.kenbrightassociates.com</p>	
<p>PLEASE EXAMINE AND REPORT TO THE ENGINEER ANY ERRORS OR OMISSIONS. THE ENGINEER SHALL BE RESPONSIBLE FOR THE DESIGN AND CONSTRUCTION OF THE PROJECT. THE ENGINEER SHALL NOT BE RESPONSIBLE FOR THE ACCURACY OF THE INFORMATION PROVIDED BY THE CLIENT OR ANY OTHER PARTY.</p>	
<p>DATE: APRIL 2018</p>	<p>SCALE: AS SHOWN</p>
<p><b>THE PARK AT SOUTH PARK</b> <b>PRELIMINARY PLAT</b></p>	
<p>EXISTING CONDITIONS</p>	
<p><b>C2</b> 1 OF</p>	
<p>FILE: SP201815_THE PARK</p>	



**RESOLUTION IN SUPPORT OF THE TEMPORARY CLOSURE OF PORTIONS  
OF SEVERAL STREETS FOR THE PURPOSE OF A 5K and 10K FUN RUN AND  
FUNDRAISER**

**WHEREAS**, Eva Beko-Rogers, spokesperson for and acting on behalf of the Carolina Animal Rescue and Adoption (CARA) formally request the temporary closure of portions of the following streets:

- Chisholm Street; Vance Street; Bracken Street; Gulf Street; Sunset Drive; Cross Street; Green Street and Summit Drive;

for the Sixth Annual Carolina Animal Rescue and Adoption 5K and 10K fun run and fundraiser; and

**WHEREAS**, said temporary closures would occur on Saturday, August 27, 2016, between the hours of 7:00 AM and 12:00 PM.; and

**WHEREAS**, General Statute 160A-296 (a) (4) authorizes the Council for the City of Sanford to temporarily close streets for such purposes, and

**WHEREAS**, the City of Sanford, has no objection to said event occurring between the stated hours on said date;

**NOW THEREFORE BE IT RESOLVED, THAT** the City of Sanford Police and Public Works Departments are directed to close the above said streets on August 27, 2016 between the hours of 7:00 AM and 12:00 PM.

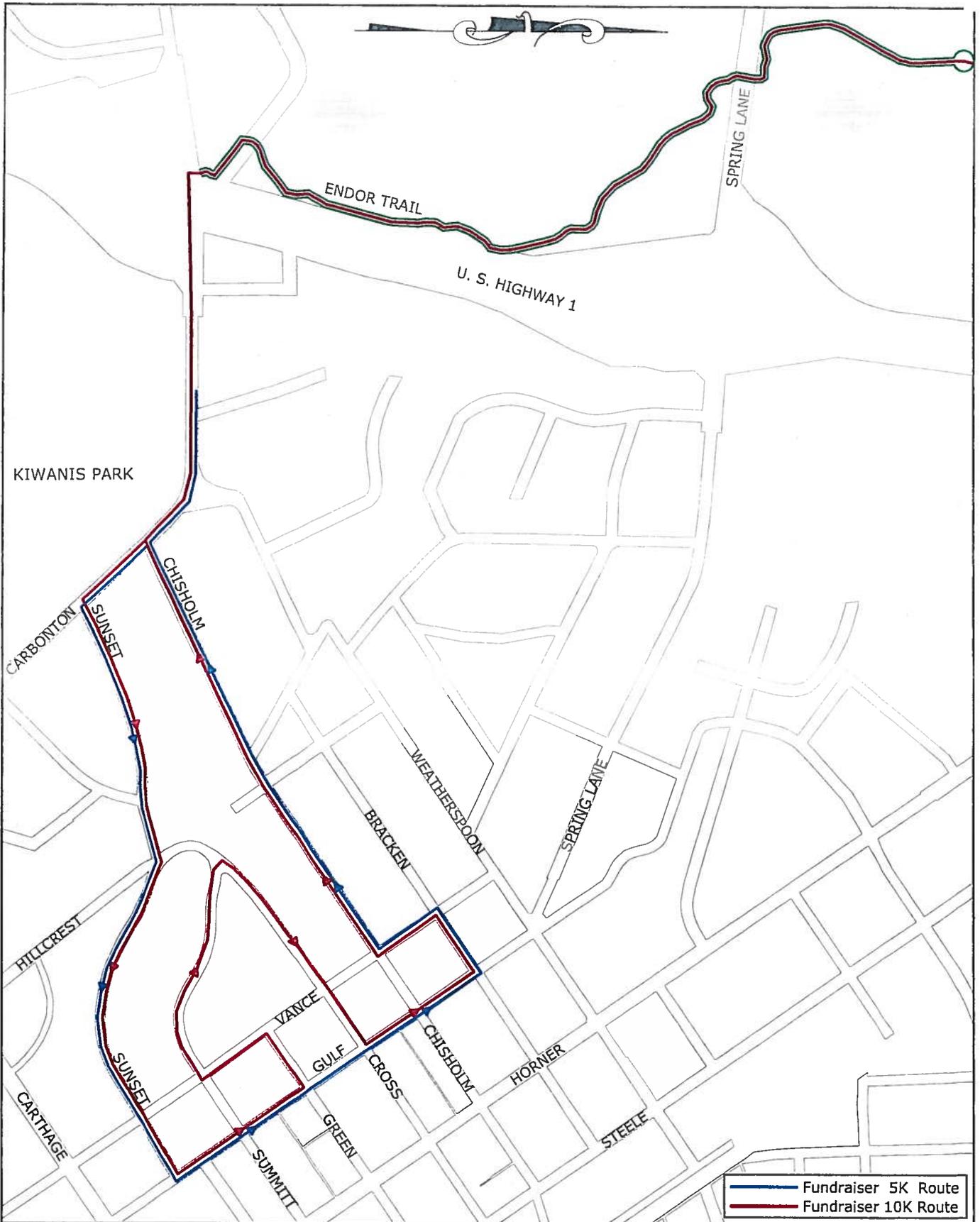
Adopted this 21st day of June, 2016.

\_\_\_\_\_  
T. Chet Mann, Mayor

ATTEST:

\_\_\_\_\_  
Bonnie Davis, City Clerk

\_\_\_\_\_  
Susan Patterson, City Attorney



— Fundraiser 5K Route  
— Fundraiser 10K Route



**Carolina Animal Rescue and Adoption (CARA)**  
**Fundraiser - August 27, 2016**  
 City of Sanford  
 Engineering Department - P.O. Box 3729 - Sanford, NC 27331

Date: 06/9/16  
 Scale: Not To Scale  
 Edited By: ajw

**Run for Their Lives 5K (5KM)  
Sanford, NC  
Measured by Mike Walsh 7-24-11**

Start/Finish: In Kiwanis Park off Wicker Street via greenway. Marked on 3<sup>rd</sup> picnic table pad north of parking lot with green paint stripe. See insert details.

1M: At 621 Sunset Dr. Marked with washer & nail, green paint 3' from south curb.

½ way: at 219 N Gulf St. Marked with washer & nail, green paint 3' from west curb.

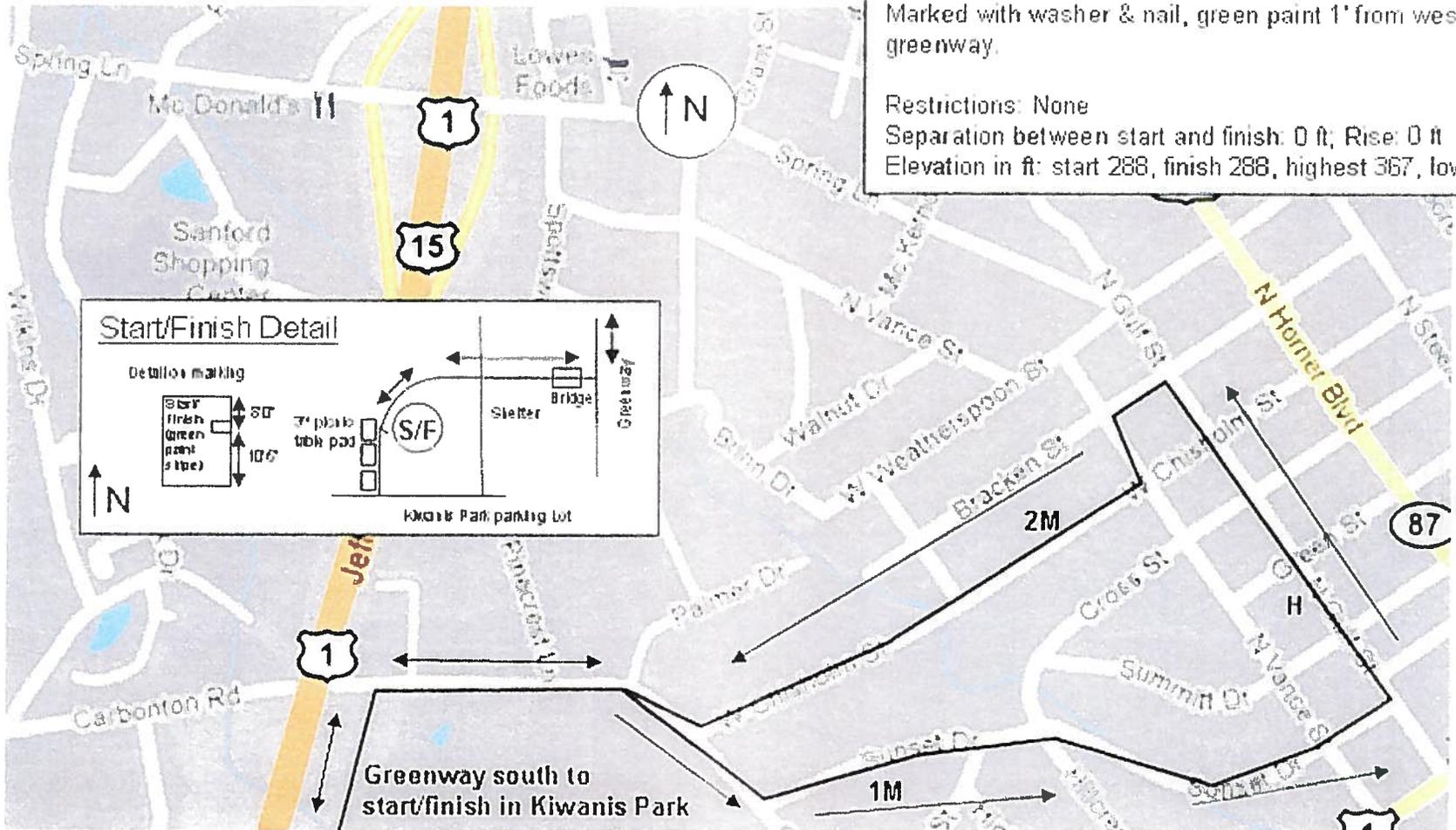
2M: at 522 W Chisolm St. Marked with washer & nail, green paint 3' from north curb.

3M: On greenway just north of bridge into Kiwanis Park. Marked with washer & nail, green paint 1' from west edge of greenway.

Restrictions: None

Separation between start and finish: 0 ft; Rise: 0 ft

Elevation in ft: start 288, finish 288, highest 367, lowest 288



**Run for Their Lives 10K (10KM)  
Sanford, NC  
Measured by Mike Walsh 7-24-11**

**Start/Finish:** In Kiwanis Park off Wicker Street via greenway. Marked on 3<sup>rd</sup> picnic table pad north of parking lot with green paint stripe. See insert details.

**1M:** At 621 Sunset Dr. Marked with washer & nail, green paint 3' from south curb.

**2M:** at 512 Cross St. Marked with washer & nail, green paint 3' from east curb.

**3M:** At 611 Cariborton Road. Marked with washer & nail, green paint 3' from south edge of road.

**½ way:** West of Rt1 bridge on Cariborton Rd. Marked with washer & nail, green paint 3' from north edge of road.

**4M:** On greenway north of Spring Lane, just south of 1m trail sign. Marked with washer & nail, green paint 3' from east edge of greenway.

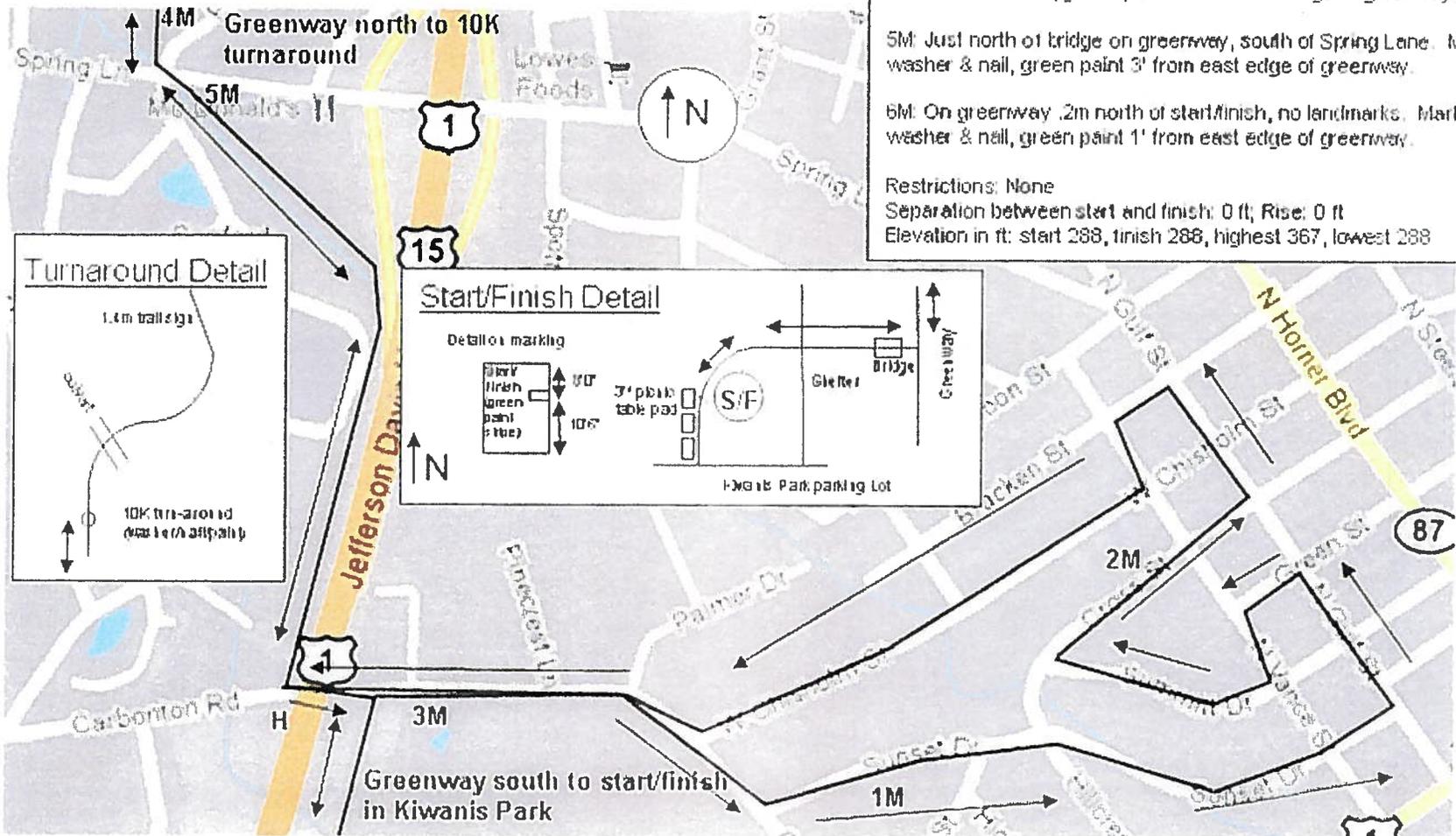
**5M:** Just north of bridge on greenway, south of Spring Lane. Marked with washer & nail, green paint 3' from east edge of greenway.

**6M:** On greenway .2m north of start/finish, no landmarks. Marked with washer & nail, green paint 1' from east edge of greenway.

**Restrictions:** None

**Separation between start and finish:** 0 ft; **Rise:** 0 ft

**Elevation in ft:** start 288, finish 288, highest 367, lowest 288



**GRANT PROJECT ORDINANCE AMENDMENT**  
**2015 NORTH CAROLINA HOUSING FINANCE AGENCY**  
**SINGLE FAMILY REHABILITATION LOAN POOL (SFRLP1521)**

**BE IT ORDAINED** by the City Council of the City of Sanford, North Carolina that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the grant project ordinance number SFRLP1521 is hereby amended:

Section 1: The project authorized is the 2015 Single Family Rehabilitation Loan Pool (SFRLP) described in the work statement contained in Funding Agreement SFRLP1521 between City of Sanford and the North Carolina Housing Finance Agency. This project is more familiarly known as the City of Sanford 2015 SFRLP Program.

Section 2: The officers of this unit are hereby directed to proceed with the grant project within the terms of the grant document(s), the rules and regulations of the North Carolina Housing Finance Agency and the budget contained herein.

Section 3: The following transfer is required:

Transfer of Funds

Transfer from the Following Accounts

Transfer to the Following Accounts

Housing Rehabilitation	3,500	Soft Costs	3,500
------------------------	-------	------------	-------

Section 4: The Finance Officer is hereby directed to maintain within the Grant Project Fund sufficient specific detailed accounting records to provide the accounting to the grantor agency required by the Grant Agreement and Federal and State regulations.

Section 5: Funds may be advanced from the General Fund for the purpose of making payments as due. Reimbursement requests should be made to the grantor agency in an orderly and timely manner. Compliance with all federal and state procurement regulations is required.

Section 6: The Finance Officer is directed to report, on a quarterly basis, on the financial status of each project element in Section 3 and on the total grant revenues received and claimed.

Section 7: The Finance Officer is directed to include a detailed analysis of past and future costs and revenues on this grant project in every budget submission made to this Council.

Section 8: Copies of this grant project ordinance shall be made available to the Finance Officer for direction in carrying out this project.

ADOPTED this, the 21st day of June, 2016.

\_\_\_\_\_  
T. Chet Mann, Mayor

ATTEST:

\_\_\_\_\_  
Bonnie Davis, City Clerk

\_\_\_\_\_  
Susan C. Patterson, City Attorney

**Consider Ordinance Amending the Annual Operating Budget  
for Fiscal Year 2015 – 2016 (Cleanup) – (Handout)**

## **Resolution Amending Signatories for the City of Sanford's Local Government Other Post-Employment Benefits Trust**

WHEREAS, on October 21, 2008 the Sanford City Council authorized participation in the Local Government Other Post-Employment Benefits Fund at the State Treasurer's Office; and

WHEREAS, on June 21, 2011 the Sanford City Council authorized the signatories as trustees for the City of Sanford's OPEB trust. As people and their positions have changed, we are updating the trustees and signatories.

NOW, THEREFORE, BE IT RESOLVED by the Sanford City Council that:

1. The City of Sanford has established a trust for the purpose of paying post-employment benefits for which the city is liable.
2. The City Manager, Finance Director, City Clerk and other officers of the city are authorized to participate in the fund immediately and execute any documents necessary for investments of the trust assets.
3. The Finance Officer and Fire Chief are appointed and shall serve as the trustees of the OPEB Trust.
4. The Sanford City Manager is appointed and shall serve as the Employer's Agent of the OPEB Trust.
5. The Finance Officer is appointed and shall serve as the Plan Administrator of the OPEB Trust.
6. All so appointed shall serve in said capacity so long as they hold the position of employment with the City of Sanford, but no longer, and any successors to the positions shall be so appointed ex officio to the roles under the OPEB Trust.
7. All appropriate officers, managers, and representatives of the City of Sanford are authorized to take any other actions deem necessary or appropriate to give effect and carry out the Trust and actions contemplated thereby.
8. Currently the persons named below hold the positions listed opposite their names and are authorized to execute and administer the trust and related trust documents.

Name	Position	Signature
Hal Hegwer	City Manager	_____
Beth Kelly	Director of Financial Services	_____
T. Wayne Barber	Fire Chief	_____
Bonnie Davis	City Clerk	_____
T. Chet Mann	Mayor	_____

**ADOPTED** this 21<sup>st</sup> day of June, 2016..

\_\_\_\_\_  
T. Chet Mann, Mayor

Attest:

\_\_\_\_\_  
Bonnie Davis, City Clerk



P.O. Box 3729  
Sanford, NC 27331-3729

(919) 777-1105  
FAX: (919) 718-6569

Email: susan.patterson@sanfordnc.net

**City of Sanford**

**Susan C. Patterson**  
City Attorney

**MEMORANDUM**

TO: Mayor and Council Members  
City Manager

FROM: Susan C. Patterson, City Attorney *scb*

DATE: June 21, 2016

SUBJECT: Offer Received to Purchase vacant property  
Boykin Avenue, PIN 9642-66-7469

We have received an offer from Ernest L. Murchison and wife, Jannie E. Murchison to purchase vacant property on Boykin Avenue, PIN #9642-66-7469 in the amount of \$1,000.00. This lot is in the Brick Capital Redevelopment Area and adjoins a lot Mr. & Mrs. Murchison currently own.

Attached is a Resolution to authorize the advertisement for Upset Bids to sell the property. If you have any questions, please let me know.

**Ernest L. and Jannie E. Murchison**  
1011 Boykin Avenue  
Sanford, NC 27330

November 17, 2015

Honorable Mayor T. Chet Mann  
225 E. Weatherspoon Street  
Sanford, North Carolina 27330

Re: Proposed Purchase of Lot

Dear Honorable Mayor Mann and City Council,

My wife Jannie and I are interested in purchasing a lot adjacent to our home at 1011 Boykin Avenue. The lot is parcel number 9642-66-7469-00 and is .1769 acres.

We offer the City of Sanford one thousand dollars (\$1,000.00) for the said lot.

Jannie and I have lived in our home for 24 years and raised our three children on Boykin Avenue. One of our sons' is permanently disable and in a wheel chair. We need to enlarge our home to accommodate our son and all his equipment. Purchasing this lot will enable us to do that for our son.

Thank you for considering our needs and the purchase of the City lot adjacent to our home.

Ernest L. and Jannie E. Murchison

cc: Susan Patterson, City Attorney; Hal Hegwer, City Manager

PIN 9042-66-7469

0 Boykin Avenue



<b><u>PIN</u></b> 9642-66-7469-00	<b><u>Acres</u></b> 0.17694376	<b><u>Parcel Address</u></b> 0 BOYKIN AVE
<b><u>PARID</u></b> 964266746900	<b><u>Appraised Land</u></b> 2800	<b><u>Appraised Building</u></b> 0
<b><u>Book</u></b> 117	<b><u>Page</u></b> 320	<b><u>Tax District</u></b> CSF
<b><u>Subdivision</u></b>	<b><u>Subdivision Number</u></b>	<b><u>Legal 1</u></b> VACANT BOYKIN AVE
<b><u>Legal 2</u></b>	<b><u>Legal 3</u></b>	<b><u>Owner</u></b> SANFORD REDEVELOPMENT COMMISSION
<b><u>Owner2</u></b>	<b><u>Mail Address</u></b>	<b><u>Mail Suffix</u></b>
<b><u>Mail Street Dir</u></b>	<b><u>Mail Street</u></b> PO BOX 3729	<b><u>MAILADRSUF</u></b>
<b><u>Mail City</u></b> SANFORD	<b><u>Mail State</u></b> NC	<b><u>Mail Zip</u></b> 27331
<b><u>Out BLDG Description</u></b>	<b><u>Out BLDG YRBLT</u></b> 0	<b><u>Sale Price</u></b> 0
<b><u>Sale Date</u></b>	<b><u>Dwelling Card</u></b> 0	<b><u>Dwelling Style</u></b>
<b><u>Dwelling DESCR</u></b>	<b><u>Dwelling YRBLT</u></b> 0	<b><u>Shape Length</u></b> 368.278111556647
<b><u>Appraised Total</u></b> 2800	<b><u>Out BLDG Area</u></b> 0	<b><u>Dwelling SFLA</u></b> 0
<b><u>OBJECTID 12</u></b> 9296		

This site is prepared for the inventory of real property found within this jurisdiction and is compiled from recorded deeds, plats and other public records and data. Users of this site are hereby notified that the aforementioned public primary information sources should be consulted for verification of the information contained on this site. The County of Lee and Mobile311, LLC assume no legal responsibility for the information contained on this site. Please be advised that you must contact the Lee County Tax Office for accurate tax values. Please contact the Lee County Appraisal Department if any building information is incorrect. The map, layer, data and website (collectively known as "the layer") are for graphical and illustration purposes only. The Lee County Strategic Services Department (hereinafter "the Department") provides the layer and the information contained within to the general public and has not customized the information for any specific or general purpose. Such information was generated from data maintained by different sources and agencies and as such, some limitations may apply based upon restrictions imposed by other sources or agencies supplying data to Lee County (hereinafter "the County"). While the Department strives to make the information on the GIS website as timely, reliable and accurate as possible, neither the Department nor the County local governments make any claims, promises, or guarantees about the accuracy, completeness or adequacy of the contents of the layer. Areas depicted are approximate and are not necessarily accurate to mapping, surveying or engineering standards. The County expressly disclaims liability for errors and omissions in the contents of this site and layer. No warranty of any type, implied, expressed, statutory, UCC or otherwise, including, but not limited to, the warranties of non-infringement of third party rights, title, accuracy of data, merchantability, or fitness for a particular purpose, is given with respect to the substantive content of this layer or its use in private or commercial financial transactions. The fact of distribution of the layer does not constitute any warranty, express, implied or otherwise. The user assumes the entire risk related to the use of this data. If the user intends to make any legal or financial decision based on this data, the user should independently verify the accuracy of the same. The Strategic Services Department and the Lee County local governments are providing this data "as is." In no event will any of the foregoing local governments or their officers and employees be liable to you or to any third party for any direct, indirect, incidental, consequential, special or exemplary damages or lost profit resulting from any use or misuse of this data. Unless otherwise noted on an individual document, files, documents, and information contained in this layer may be copied and distributed for non-commercial use, provided they are copied and distributed without alteration.

RESOLUTION AUTHORIZING THE ADVERTISEMENT  
OF AN OFFER TO PURCHASE LOT 18 BLOCK P BOYKIN AVENUE  
BRICK CAPITAL REDEVELOPMENT AREA NO. 1  
SANFORD, NORTH CAROLINA

WHEREAS, the Sanford Redevelopment Commission obtained property by deed from J. C. Pittman and wife, Hazel F. Pittman and William W. Staton and wife, Ellen B. Staton, in Deed Book 117 Page 320, in the Office of the Register of Deeds for Lee County which property is more particularly described as follows:

BEING all of Lot 18 in Block P as shown on a plat entitled "Disposal Plat - Brick Capital Redevelopment Area No. 1" Survey for the Redevelopment Commission, City of Sanford", prepared by Precise Control, Inc., dated December 1976, as appears of record in Plat Cabinet 1, at Slide 64, to which record reference is hereby made for a more complete description of said lot. For further reference see Book 117, at Page 320.

WHEREAS, the Sanford City Council is the successor in interest to the Sanford Redevelopment Commission; and,

WHEREAS, the City Council of the City of Sanford desires to dispose of said property as being surplus to their needs.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Sanford as follows:

1. That Lot 18 Block P, Boykin Avenue, Sanford, North Carolina, hereinbefore described is hereby declared to be surplus to the needs of the City of Sanford.
2. That an offer has been received from Ernest L. Murchison and wife, Jannie E. Murchison to purchase the property for the sum of One Thousand Dollars (\$1,000.00).
3. The offeror shall deposit with the City of Sanford a sum equal to five percent (5%) of its offer. The deposit shall be retained until, either an upset bid is made, the offer is accepted and the sale is executed, or the offer is rejected.
4. The City Clerk shall cause a notice of such offer to be published in accordance with the requirements of N.C.G.S. 160A-269.
5. Within ten (10) days following the publication of the notice of such offer, any person may upset the bid by a written offer to purchase the property at a sum which is greater than the original offer by ten percent (10%) of the first One Thousand Dollars (\$1,000.00) and five percent (5%) of the remainder,

accompanied by a deposit of five percent (5%) of the increased bid, said sums to be paid either in cash, certified check, cashier's check or bank money order. Bids with conditions or terms not contained in the original offer will not be accepted or considered. The highest qualifying bid becomes the new offer under consideration. In the case of identical bids, the one submitted earliest will be accepted as the high bid.

6. The City Clerk is directed, should a qualifying upset bid be received, to re-advertise the offer at the increased bid amount as often as is necessary until a final qualifying bid which has not been upset is received.
7. After a final bid is received and accepted by the City Council, the Mayor and Clerk are directed to execute a deed on behalf of the City Council to transfer such property to the highest bidder. The highest bidder shall pay all advertising costs associated with the sale.
8. The property remains subject to restrictive covenants of record.
9. The City Council may at any time reject any and all offers.

Adopted this the \_\_\_\_ day of June 2016.

\_\_\_\_\_  
T. Chet Mann, Mayor

ATTEST:

\_\_\_\_\_  
Bonnie Davis, City Clerk



## *MEMORANDUM*

---

**TO:** City of Sanford City Council  
Hal Hegwer, City Manager

**FROM:** David Montgomery, Senior Planner

**DATE:** June 15, 2016

**REF:** NC DOT 2016 Bicycle and Pedestrian Planning Studies Request for Carthage St./Charlotte Ave. Road Diet

City staff is seeking authorization from City Council to pursue applying for a grant from the North Carolina Department of Transportation (NCDOT), which is currently soliciting grant applications for planning studies of large scale bicycle and pedestrian infrastructure projects. The focus of the study is to progress a proposed project from its current long-range plan status to a level where potential engineering issues and reliable cost estimates can be determined.

The planning study will consider alternative alignments or design options within a study area, and identify a preferred alignment and/or design concept. Alignment alternatives will focus on the trade-offs to accessing various destinations while design options will relate to local aesthetic and safety features. Formal construction drawings will not be included with this scope of work; however, typical cross section(s), conceptual detail(s) drawings, alignment maps, cost estimates, and land acquisition plans may be produced.

Staff believes that the Carthage St./Charlotte Ave. Road Diet is a good candidate for funding for a variety of reasons.

- The project proposed corridor is part of the US Bike Route 1 (The Carolina Connection), yet it does not have any bike accommodations.
- The City has a funded NCDOT STI project (U-5709) on Carthage St. between Wicker Street and Fire Tower Road that includes many bike/pedestrian features, so the Carthage St./Charlotte Ave. Road Diet. would coordinate nicely with that project
- The City recently-completed a streetscape project in Downtown which is located in the middle of the corridor
- Both the City of Sanford Bicycle Plan and Pedestrian Plan identify Carthage St./Charlotte Ave. as a high priority corridor for bike/pedestrian improvements
- The complexity of a potential road diet, including on-street parking accommodations, intersection with a number of rail lines, and coordination with the Little Buffalo Creek Greenway.

Because funding will be provided through federal funds, a 20% match will be required locally. The specific cost of the plan will not be determined until after award notification; nevertheless, typical studies cost between \$40,000 and \$100,000 in total, so local costs could range between \$8000 and \$20,000 depending upon the complexity of issues to be addressed. It is expected that only 3 or 4 projects will be selected.

Deadline for Submission of the application is July 1, 2016. Municipalities will be selected and notified by August 5, 2016, with an anticipated notice to proceed by September 1, 2016. NCDOT expects each study to be completed within a 12-month cycle, following the feasibility planning project's notice to proceed.

NCDOT will assign an on-call consultant to selected planning projects, per criteria such as geographic proximity and project-type experience. Also, NCDOT will administer the contract with the consultants and will be responsible for project authorization, payments, and approvals.

The local government's primary responsibility will be public involvement. This may entail forming a local project steering committee, arranging logistics for meetings, and responding to general public inquiries concerning the project.

Attachment

**North Carolina Department of Transportation  
2016 Bicycle and Pedestrian Planning Studies Request**

<b>Municipality:</b>		<b>Primary point of Contact:</b>	
<b>Address:</b>		<b>Email:</b>	
<b>Phone #:</b>			
<b>Secondary Point of Contact:</b>			
<b>Address:</b>		<b>Email:</b>	
<b>Phone #:</b>			
<b>NC DOT Division</b>		<b>Contact:</b>	
<b>MPO/RPO:</b>			
<b>Project Location (attach map):</b>			
<b>County:</b>		<b>City or Town:</b>	
<b>Route No.:</b>		<b>Project Name:</b>	
<b>Nearest Intersecting SR, US, or NC Route and Name:</b>			
<b>Description of Proposed Project:</b>			
<b>Site Design Considerations:</b>			
Steep Topography/Slope	Significant Hydrology/Drainage Issues	Considerable Agricultural Features	
Substantial Vegetation	Rock Or Unsuitable Soils	Existing Structural Elements	Noteworthy Views
Major Utility Constraints	Extensive Legal Constraints	Permits	Existing Wetland Elements
ROW/Easment Impacts	Multiple Natural Heritage Elements	Critical Air Quality Impacts	
Multiple Driveway/Intersection Impacts	Other: _____		
<b>Please provide more information on above noted considerations. Limit to 200 words:</b>			
<b>Please explain how the municipality is committed to this project. (For example, is this project included on a Capital Improvement Budget, is land acquisition underway, is there an existing plan prioritization, etc.):</b>			
<b>Why is it important to pursue this project now?</b>			
<b>Construction Cost Estimate:</b>			
<b>Prepared By:</b>		<b>STIP/SPOT ID Number:</b>	<b>Date:</b>

## North Carolina Department of Transportation 2016 Bicycle and Pedestrian Planning Studies Request

The North Carolina Department of Transportation (NCDOT) is soliciting projects of interest for planning studies for large scale bicycle and pedestrian infrastructure projects. These studies will be applied to bicycle and pedestrian transportation projects including, but not limited to, multi-use paths, separated bicycle facilities, and corridor or streetscape improvements. Planning studies may be used to evaluate improvements on new alignments or as retrofits to existing corridors or facilities. The planning studies will investigate various alignment alternatives, scrutinize possible environmental considerations, examine conceptual designs, and develop preliminary project cost estimates.

### **Submittal Requirements**

All municipalities are limited to submitting the proper request form, see attached, which shall be typed. Map information, letters of support and plan information should also be included. Only electronic submissions will be accepted. Furthermore, all North Carolina municipalities are eligible and are encouraged to apply.

### **Matching Requirements**

NCDOT planning study funds will be provided through federal funds, therefore requiring a 20% match locally. Neither in-kind services nor other state or federal funds from NCDOT can be used for local participation.

### **Costs**

Average costs associated with the development of this study may vary greatly depending upon the size of the municipality and the complexity of issues to be addressed. Typical studies cost between \$40,000 and \$100,000 in total. After awardee notification, the specific cost of the plan will be determined through discussions between NCDOT and the municipality and through contract negotiations between NCDOT/municipality and the selected consultant. Staff costs and in-house services are not eligible for reimbursement with these funds. Allowable expenses include consultant costs associated with feasibility plan development and delivery; GIS/mapping services, as appropriate; preparation of technical illustrations; non-staff costs associated with data collection and public involvement activities; and, printing/copying of plan and maps. All electronic files, maps, technical illustrations, etc. produced with these funds will become the property of the NCDOT Division of Bicycle and Pedestrian Transportation and the funded municipality.

*Last updated: 5/09/16*

## North Carolina Department of Transportation 2016 Bicycle and Pedestrian Planning Studies Request

### Project Selection Process

Following is a general description of the selection process:

- Municipalities are encouraged to submit only one project for a planning selection study per year. DBPT and key planning professionals will conduct a preliminary review of all submissions for completeness and general eligibility.
- The NCDOT Selection Committee will review all qualifying project submissions based on the complexity of the project, the needs of the municipality; comprehensiveness of scope; understanding of issues and opportunities; level of local commitment; and, feasibility of successful plan completion.
- The NCDOT Selection Committee MAY, at the Department's discretion, choose any number of projects being solicited for study. The typical amount will be 3 to 4 per year.
- The Selection Committee reserves the right to contact the municipality to verify any and all information submitted for consideration.

In order to be considered for selection, municipalities must provide a complete response prior to the specified deadlines. Failure to submit all information in a timely manner will result in ineligibility. In order for projects to be considered, all materials and timelines must be adhered to. Please check the submission schedule and key dates.

### Selection Criteria

The goal is to evaluate specific projects that may be strong candidates for NCDOT funding, but are significant in scope. A project considered significant in scope may include, but not be limited to multi-use path systems connecting multiple communities or a comprehensive streetscape project. The NCDOT Selection Committee will select the projects to be considered for planning study. The NCDOT expects each study to be completed within a 12-month cycle, following the feasibility planning project's Notice to Proceed.

### Submission Schedule and Key Dates

- Deadline for Submission – **July 1, 2016**
- Municipality Selection and Notification – **August 5, 2016**
- Anticipated Notice to Proceed – **September 1, 2016**

*Last updated: 5/09/16*

**North Carolina Department of Transportation  
2016 Bicycle and Pedestrian Planning Studies Request**

Applications will be accepted via e-mail only.

- Maximum application packet size per municipality must be no larger than 25 megabytes.
- Completed application form and relevant supportive documentation such as letters of support, plan excerpts, should be converted to PDF format, scanned and emailed in. However, the request form and map are all that is minimally required to request study consideration.
- Map required per the application, shall show common roadway and hydrology features, in addition to municipal boundaries and significant land uses (parks, schools, etc). The project's preliminary alignment and study limits shall also be shown.
- Online/links references to large files like maps is preferred.

**Email to:**

Ed Johnson, RLA, ASLA – [erjohnson2@ncdot.gov](mailto:erjohnson2@ncdot.gov)

Subject: 2016 Planning Study Application – Your Municipality Name

For questions: Ed Johnson, 919.707.2604

*Last updated: 5/09/16*

**North Carolina Department of Transportation  
2016 Bicycle and Pedestrian Planning Studies Request**

NCDOT Bicycle and Pedestrian Division  
Planning Study - FAQs

### **What is a Planning Study?**

The focus of the study is to progress a project from its current long-range plan status to a level where potential engineering issues and reliable cost estimates can be determined. A planning study will consider alternative alignments or design options within a study area, and will identify a preferred alignment and/or design concept.

Alignment alternatives (more typical need for greenway projects) will focus on the trade-offs to accessing various destinations. Design options (more typical need for downtown pedestrian enhancements) will relate to local aesthetic and safety features. Alignment alternatives or design options will consider property acquisition opportunities and challenges, topography, environmental impacts, best practices in bicycle and pedestrian facility design, and other local government interests.

Formal construction drawings are not included with this scope of work. A typical cross section(s), conceptual detail(s) drawings, alignment maps, cost estimates, and land acquisition plans may be produced.

### **What is the typical process for a Planning Study?**

The local government will enter into an agreement with NCDOT regarding the terms of the planning study before consultants are selected or work begins. The agreement will describe roles for both NCDOT and the local government, including project oversight, coordination, and product approval. The local government will provide the non-federal match to NCDOT prior to a Notice to Proceed is issued to the consultants. No work can be reimbursed until a notice to proceed is issued.

Upon project initiation, the local government, NCDOT and the consultants will meet to discuss and exchange pertinent data and develop a draft meeting calendar. All draft deliverables will be reviewed by both the local government and NCDOT prior to progressing to the next phase of the project.

A draft study will show a proposed alignment or design selection for the project, approximate slope stake and/or easement boundaries, and a rough order of magnitude quantity estimate for probable construction cost. Following review by NCDOT, the local government and other stakeholders, the consultant will revise the draft to produce a final report.

The local government will be responsible for sharing the final report with other stakeholders as desired. NCDOT will use the information gleaned from planning studies to better understand the challenges and needs of complex bicycle and pedestrian infrastructure projects.

**North Carolina Department of Transportation  
2016 Bicycle and Pedestrian Planning Studies Request**

**Who will select and manage consultants?**

NCDOT has on-call consultants for the completion of bicycle and pedestrian planning studies. NCDOT will assign a consultant to selected planning projects, per criteria such as geographic proximity and project-type experience. Also, NCDOT will administer the contract with the consultants and will be responsible for project authorization, payments, and approvals.

**What is the role of the local government in the process?**

The local government will be largely responsible for public involvement. This may entail forming a local project steering committee, arranging logistics for meetings, and responding to general public inquiries concerning the project. Consequently, the local government will determine the extents of public involvement. NCDOT and/or its consultants will agree to participate in a limited number of project meetings and/or public workshops.

*Last updated: 5/09/16*



## *MEMORANDUM*

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**TO:** City of Sanford City Council  
Hal Hegwer, City Manager

**FROM:** David Montgomery, Senior Planner

**DATE:** June 15, 2016

**REF:** Non-Motorized Volume Data Program Memorandum of Agreement

Staff is seeking authorization from the City Council for the Mayor to execute a Memorandum of Agreement (MOA) with NCDOT for the City of Sanford to participate in Phase II of their Non-Motorized Volume Data Program. NC DOT along with NC State's Institution for Transportation Research and Education (ITRE) is proposing to install bike/pedestrian counters in numerous municipalities throughout the region, including one on Sanford's Endor Iron Furnace Greenway.

By establishing a state-wide bicycle and pedestrian count program, NCDOT and local planning staff will be able to evaluate facility usage over time, inform the project prioritization process, provide quantifiable evidence to support non-motorized facilities, and improve municipal and regional planning of alternative forms of travel.

The following is a summary of the duties for NCDOT and the City:

- NCDOT will provide, at no cost to the City, bicycle and pedestrian counter equipment and other hardware, which is valued at approximately \$5000.
- The City shall install, monitor and maintain counter equipment at a permanent continuous count station location. Staff estimates that the cost of installation will be approximately \$500. NCDOT and/or its agent has agreed to offer the City training for installation and be on site when installation occurs.
- NCDOT and/or its agent will be responsible for battery replacement, replacing malfunctioning equipment, data transmittal charges, and for any other non-routine hardware or software maintenance during the first two years of operation.
- The City shall assume all routine maintenance responsibilities for the counter equipment over a ten year period.
- NCDOT and/or its agent shall have the right to inspect, test, approve or reject, any portion of the data collected over a ten year period.

- The City will assume ownership of the hardware as early as two (2) years after installation, per authorization by the Department. The counter must stay in the same initial location, unless authorized by the Department.
- The City will be responsible for battery replacement, replacing malfunctioning equipment, data transmittal charges, and for any other non-routine hardware or software maintenance after the first two years of operation and up to the tenth year of operation. Battery cost is typically between \$30 and \$250 and last two to five years. Annual data transmittal charges are approximately \$500.

Attachment

NORTH CAROLINA  
LEE COUNTY

**BIKE/PED PROGRAM MUNICIPAL AGREEMENT**

DATE: 5/5/2016

NORTH CAROLINA DEPARTMENT OF  
TRANSPORTATION

AND

WBS Elements: N/A

CITY OF SANFORD

This Memorandum of Agreement (MOA), also referred to as the "Agreement", is made and entered into on the last date executed below, by and between the North Carolina Department of Transportation, an agency of the State of North Carolina, hereinafter referred to as the "Department", and the City of Sanford, North Carolina, hereinafter referred to as the "Municipality".

**WITNESSETH:**

**WHEREAS**, the North Carolina Department of Transportation seeks to establish data for the "North Carolina's Non-Motorized Volume Data Program" research project; and,

**WHEREAS**, the Municipality has agreed to participate in data collection needs and to assume certain responsibilities in the manner and to the extent as hereinafter set out; and,

**NOW, THEREFORE**, the parties hereto shall approve this MOA within sixty (60) days of receipt of this MOA. In the event the Municipality fails to approve said MOA within sixty (60) days of receipt, the Municipality forfeits its access to the equipment and training offered by the Department as hereinafter stated.

This MOA states the promises and undertakings of each party as herein provided, and the parties do hereby covenant and agree, each with the other, as follows:

**1. SCOPE OF PROJECT**

The Municipality and/or its agent shall install, monitor and maintain counter equipment at permanent continuous count station locations as specified by the research project. Both parties will provide access to data collected by the provided equipment.

The Department will provide the Municipality and/or its agents with the bicycle and pedestrian counter equipment and other hardware which adhere to the following specifications:

- differentiate between pedestrians and cyclists, using bicycle detector loops and passive infrared sensors
- measure the direction of travel of both pedestrians and cyclists

- transmit data wirelessly
- do not have any speed restrictions on capturing data
- detect pedestrians or cyclists at minimum distance of 10'
- record count data at 15 minute intervals for minimum of 300 days per year
- may be removed using readily available tools and street maintenance equipment
- include necessary supporting installation equipment such as any enclosure box, post, screws, bands, cables, wires, etc.
- include posts and loops are designed to reasonably blend in with surroundings
- enclosed in a secure box or structure with key entry or other unlocking device included
- include a minimum 2 year warranty for all equipment and software
- include a manual describing installation procedures, specifications, and maintenance instructions
- contained by waterproof design
- having a battery life of 2 year for loop detectors and passive sensor equipment
- having data compatibility with Microsoft Office Excel (v 2010 or later)

The Department and/or its agent will also offer an initial training to the Municipality and/or its agents and provide ongoing technical support to the Municipality and/or its agents regarding installation, monitoring and maintenance needs of the equipment as further set forth in this MOA. As the equipment is received, a unique identifier code and station/site ID will be assigned to each set of equipment. This inventory of code information will be conveyed to the Municipality and/or its agent at such time the equipment is delivered.

## **2. RESPONSIBILITIES**

The Municipality shall be responsible for administering all work performed and for certifying to the Department that all terms set forth in this MOA are met and adhered to by the Municipality and/or its agents. The Municipality may select any agent with which it has established agreements or contracts equal to the terms of this MOA. Such agents may include a local government member of the Municipality or a contractor qualified and approved to perform the work described in this MOA.

The Department and/or its agents will provide technical oversight to guide the Municipality and/or its agent. The Municipality and/or its agent must provide a primary contact for the program to the Department upon approving this MOA.

The Municipality and/or its agent shall complete installation activities by an agreed-to deadline, as described by the Department and/or its agent. The Municipality and/or its agent will complete these installation activities at no cost to the Department.

## **3. USEFUL LIFE**

The Useful Life of this equipment is determined to be ten (10) years. Any agreements entered into shall be for the length of the Useful Life.

#### **4. ENCROACHMENT AGREEMENT**

If any part of the equipment is to be located on State Highway System right of way or property, the Municipality shall secure an Encroachment Agreement with the Department prior to performing any work or improvements on that right of way or property.

#### **5. RIGHT TO INSPECT**

The Department and/or its agent shall have the right to inspect, test, approve or reject, any portion of the work being performed by the Municipality or its agent(s) to ensure compliance with the provisions of this MOA. Any deficiencies inconsistent with the Department's data collection protocols found during an inspection must be corrected. With the exception of actions necessary to access data, the Department will cede this right to inspect once ownership of the equipment is conveyed to the Municipality.

#### **6. CONTRACTOR COMPLIANCE**

The Municipality shall ensure that its agent(s) and contractor(s) comply with all of the terms of the contract and any instructions issued by the Department as a result of any review or inspection made by said representatives.

#### **7. MAINTENANCE**

The Municipality and/or its agent, at no expense or liability to the Department, shall assume all routine maintenance responsibilities for the counter equipment provided, or as required by an executed encroachment agreement. Expected routine maintenance responsibilities may include removing obstructions or equipment hazards on or near the equipment and monitoring the security of the equipment. The Municipality and/or its agent(s) should ensure that it does not perform any activities which may interfere with the equipment's condition or functionality.

#### **8. OWNERSHIP**

The Municipality and/or its agent will assume ownership of the hardware as early as twenty-four (24) months after installation, per authorization by the Department. The Municipality will be held to the terms of this agreement through the Useful Life of the equipment. The Department may remove equipment if terms of the agreement are not met. Relocation of equipment to another site is not permitted without approval by the Department.

The Department and/or its agent will be responsible for battery replacement, replacing malfunctioning equipment, data transmittal charges, and for any other non-routine hardware or software maintenance during its period of ownership. The Municipality and/or its agent will be responsible for all equipment maintenance and improvements when it assumes ownership. The Municipality will be responsible for data transmittal charges and parts replacement when it assumes ownership.

After the Municipality has assumed ownership of the equipment, the Department (or its contractor) will require written approval from the Municipality to inspect or otherwise access the equipment. The Municipality and the

Department will continue to provide access to data collected by the equipment during the Useful Life of the equipment. This data will continue to be subject to the Department's formats and standards as defined by its Non-Motorized Volume Data Program.

## **9. GENERAL PROVISIONS**

### **A. Entire MOA**

This MOA contains the entire agreement between the parties and there are no understandings or agreements, verbal or otherwise, regarding this MOA except as expressly set forth herein.

### **B. Authorization to Execute**

The parties hereby acknowledge that the individual executing the MOA on their behalf is authorized to execute this MOA on their behalf and to bind the respective entities to the terms contained herein and that he has read this MOA, conferred with his attorney, and fully understands its contents.

### **C. MOA Modifications**

Any administrative modifications to this MOA or its terms will be agreed upon in writing by all parties prior to being implemented. The Department may delegate the approval of these administrative modifications to the Director of the Department's Bicycle and Pedestrian Division.

### **D. Other**

The Municipality is solely responsible for all MOA's, contracts, agreements and work orders entered into or issued by the Municipality for this Project. The Department is not responsible for any expenses or obligations incurred for the Project except as approved by the Department under the terms of this MOA.

## **10. PERFORMANCE OF THE WORK**

The Municipality shall be responsible for administering all work performed and for certifying to the Department that all terms set forth in this MOA are met and adhered to by the Municipality and/or its contractors and agents. The Department will provide technical oversight to guide the Municipality. The Department must approve any assignment or transfer of the responsibilities of the Municipality set forth in this MOA to other parties or entities.

## **11. COMPLIANCE WITH STATE/FEDERAL POLICY**

The Municipality and/or its agent, including all contractors, subcontractors, or sub-recipients shall comply with all applicable Federal and state policies and procedures, stated both in this MOA and in the Department's guidelines and procedures.

## **12. FAILURE TO COMPLY - CONSEQUENCES**

Failure on the part of the Municipality to comply with any of the provisions of this MOA will be grounds for the Department to terminate its participation, take the counter equipment back, and seek repayment for any damage done to the equipment beyond standard wear and tear if applicable.

### **13. REFERENCES**

It will be the responsibility of the Municipality to follow the current and/or most recent edition of references, websites, specifications, standards, guidelines, recommendations, regulations and/or general statutes, as stated in this MOA.

### **14. INDEMNIFICATION OF DEPARTMENT**

The Municipality agrees to indemnify and hold harmless the Department, FHWA and the State of North Carolina, to the extent allowed by law, for any and all claim for payment, damages and/or liabilities of any nature, asserted against the Department in connection with this MOA. The Department shall not be responsible for any damages or claims, which may be initiated by third parties.

### **15. DEBARMENT POLICY**

It is the policy of the Department not to enter into any MOA with parties that have been debarred by any government agency (Federal or State). By execution of this MOA, the Municipality certifies that neither it nor its agents or contractors are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any Federal or State Agency or Department and that it will not enter into MOA's with any entity that is debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction.

### **16. TITLE VI - CIVIL RIGHTS ACT OF 1964**

The Municipality and Department shall comply with Title VI of the Civil Rights Act of 1964, (Title 49 CFR, Subtitle A, Part 21). Title VI prohibits discrimination on the basis of race, color, national origin, disability, gender, and age in all programs or activities of any recipient of Federal assistance.

### **17. EQUAL EMPLOYMENT OPPORTUNITY**

The Municipality and Department shall take affirmative action and not discriminate against any employee or applicant for employment to ensure that applicants are employed, and that employees are fairly treated during their employment, without regard to their race, religion, color, sex, national origin, age, or disability. Such actions shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff, or termination; rates of pay, or other forms of compensation; and selection of training, including apprenticeship. The Municipality shall incorporate the foregoing requirements of this paragraph in all subcontracts for services covered by this MOA.

### **18. AMERICANS WITH DISABILITIES ACT**

The Municipality and Department agrees to comply with the provisions of the Americans with Disabilities Act of 1990 (ADA) and Section 504 of the Rehabilitation Act of 1973, P.L. 93-112, and other applicable Federal regulations relating hereto, issued by the U.S. Department of Transportation.

#### **19. RESTRICTIONS ON LOBBYING**

The Municipality and Department, and their agents, including all contractors, sub-contractors, or sub-recipients, agree to comply with the requirements of Title 49 CFR Part 20, New Restrictions on Lobbying.

#### **20. DRUG-FREE WORKPLACE**

The Municipality and Department, and their agents, including all contractors, sub-contractors, or sub-recipients agree to comply with Title 49 CFR Part 32.400, Drug-Free Workplace requirements.

#### **21. GIFT BAN**

By Executive Order 24 and NCGS 133-32, it is unlawful for any vendor or contractor (i.e. architect, bidder, contractor, construction manager, design professional, engineer, landlord, offeror, seller, subcontractor, supplier, or vendor), to make gifts or to give favors to any State employee of the Governor's Cabinet Agencies (i.e. Administration, Commerce, Correction, Crime Control and Public Safety, Cultural Resources, Environment and Natural Resources, Health and Human Services, Juvenile Justice and Delinquency Prevention, Revenue, Transportation , and the Office of the Governor).

#### **22. IRAN DIVESTMENT ACT**

Pursuant to G.S. 147-86.59, any person identified as engaging in investment activities in Iran, determined by appearing on the Final Divestment List created by the State Treasurer pursuant to G.S. 147-86.58, is ineligible to contract with the State of North Carolina or any political subdivision of the State. The Iran Divestment Act of 2015, G.S. 147-86.55 et seq. requires that each vendor, prior to contracting with the State, certify that the contracting party meets the requirements of the Iran Disinvestment Act. The State Treasurer's Final Divestment List can be found on the State Treasurer's website at the address [www.nctreasurer.com/Iran](http://www.nctreasurer.com/Iran) and will be updated every 180 days.

By execution of this MOA each Party certifies that neither it nor its Agents or Contactors/Subcontractors 1) are on the Final Divestment List of entities that the State Treasurer has determined engages in investment activities in Iran; 2) shall not utilize on any contract with the State agency any subcontractor that is identified on the Final Divestment List; and 3) that the undersigned are authorized by the Parties to make this Certification.

During the term of this MOA, should the Parties receive information that a person is in violation of the Act as stated above, the Department will offer the person an opportunity to respond and the Department will take action as appropriate and provided for by law, rule, or contract. Should this Act be voided by NC General Statute, this MOA will remain valid; however this certification will no longer be required.

IN WITNESS WHEREOF, this MOA has been executed, in duplicate, the day and year heretofore set out, on the part of the Department and the Municipality by authority duly given.

ATTEST: \_\_\_\_\_ MUNICIPAL REPRESENTATIVE  
 BY: \_\_\_\_\_ BY: \_\_\_\_\_  
 TITLE: \_\_\_\_\_ TITLE: \_\_\_\_\_  
 DATE: \_\_\_\_\_

N.C.G.S. § 133-32 and Executive Order 24 prohibit the offer to, or acceptance by, any State Employee of any gift from anyone with a contract with the State, or from any person seeking to do business with the State. By execution of any response in this procurement, you attest, for your entire organization and its employees or agents, that you are not aware that any such gift has been offered, accepted, or promised by any employees of your organization.

DEPARTMENT OF TRANSPORTATION

BY: \_\_\_\_\_  
(DEPUTY SECRETARY FOR TRANSIT)

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

PRESENTED TO BOARD OF TRANSPORTATION ITEM O: \_\_\_\_\_

## Update on Late Fees

**APPLICATIONS RECEIVED  
AS OF JUNE 16, 2016**  
(Regular appointments serve three-year terms.)

**ABC BOARD**

(1 appointment)

David Riddle, Jr.  
Louis W. "Bobby" Powell  
Jan Cashion Tart  
Lisa McBryde – (reapplied)  
William Wayne Staton, Jr. – (2<sup>nd</sup> choice)

**ADA COMMITTEE**

(3 appointments)

(1 vacancy term – expires 06/30/18 &  
2 vacancies – terms expire 06/30/19)

Nancy Whalen

**AIRPORT AUTHORITY**

(1 appointment)

L. I. "Poly" Cohen - (reapplied)  
William Wayne Staton, Jr.

**APPEARANCE COMMISSION**

(2 appointments)

Nancy Kimble – (reapplied)  
Michael Charles Silverman  
Linda Ware  
Julian "Jenks" Youngblood–2<sup>nd</sup> choice

**BOARD OF ADJUSTMENT/  
HOUSING BOARD OF APPEALS**

(3 appointments)

Ann Barkley  
Gordon Anderson – (reapplied)  
Van R. Groce, Jr. – (reapplied)

**JOINT ENVIRONMENTAL AFFAIRS**

(3 appointments)

Denise Roethlisberger  
Brooks Gage – (reapplied)

**HISTORIC PRESERVATION COMMISSION**

(4 appointments –

2 appointments terms expire 06/30/19)

1 vacancy - term expires 06/30/17)

1 vacancy - term expires 06/30/18

Allen Wayne Gordon – (reapplied)  
Tracy Brown Hughes  
James Louis Body, Jr.  
Greg Stoch  
Julian "Jenks" Youngblood

**PLANNING BOARD**

(3 regular appointments & 1 alternate)

Richard (Dick) Poletti - reapplied  
Tom Joyner – (Would like to be a regular member and not alternate)  
Richard Oldham  
Tracy Hughes – (2<sup>nd</sup> choice)

**SANFORD HOUSING AUTHORITY**

(2 appointments)

Bill Tatum – (reapplied)  
Michael Charles Silverman – (2<sup>nd</sup> choice)

CITY OF SANFORD  
APPLICATION FOR  
BOARDS/COMMISSIONS/COMMITTEES

NAME OF APPLICANT: D. David Riddle, Jr.

COMPLETE ADDRESS (including zip code): 2119 LAKELAND DR. SANFORD, NC 27330

DAYTIME PHONE: 919-775-7216 EVENING PHONE: 919-770-0757

MARITAL STATUS: M SPOUSE'S NAME: MARY SUE

E-MAIL: DAVIDR@SANFORDINSURANCE.COM

I AM A REGISTERED VOTER IN PRECINCT NUMBER 22, WHICH IS LOCATED IN: (  ) SANFORD CITY LIMITS OR (  ) SANFORD'S EXTRATERRITORIAL JURISDICTION

I WISH TO BE CONSIDERED FOR APPOINTMENT TO THE FOLLOWING BOARD/COMMISSION/COMMITTEE: (list only one)  
ABC BOARD

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE ABOVE BOARD/COMMISSION/COMMITTEE:

HAVE SERVED ON MANY COMMITTEES OVER THE YEARS ABLE TO WORK WELL WITH OTHERS - NATIVE OF SANFORD WITH TIME AVAILABLE TO PARTICIPATE

LIST BELOW YOUR SECOND CHOICE BOARD/COMMISSION/COMMITTEE, IF APPLICABLE: (list only one)

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE SECOND PREFERENCE:

I CERTIFY THAT ALL OF THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE TO THE BEST OF MY KNOWLEDGE. THIS THE 29<sup>th</sup> DAY OF MARCH, 2016.

David Riddle, Jr.  
(Signature of Applicant)

(Please return completed application to: City Clerk, P. O. Box 3729, Sanford, NC 27331-3729, or fax it to 919-775-8205.) If you have any questions, please call City Clerk Bonnie Davis at 919-777-1111.

CITY OF SANFORD  
APPLICATION FOR  
BOARDS/COMMISSIONS/COMMITTEES

NAME OF APPLICANT: Louis W. "Bobby" POWELL

COMPLETE ADDRESS (including zip code): 909 BILMORIE DR.

SANFORD, N.C. 27330

DAYTIME PHONE: 919-776-4402 EVENING PHONE: 919-770-2119

EMPLOYER: RET. TYPE OF WORK: BUSINESS, MANAGEMENT

MARITAL STATUS: MARRIED SPOUSE'S NAME: LINDA C. POWELL

I AM A REGISTERED VOTER IN PRECINCT NUMBER (1), WHICH IS LOCATED IN:  
 SANFORD CITY LIMITS OR  
 SANFORD'S EXTRATERRITORIAL JURISDICTION

I WISH TO BE CONSIDERED FOR APPOINTMENT TO THE FOLLOWING BOARD/COMMISSION/COMMITTEE: (list only one)

A.B.C.

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE ABOVE BOARD/COMMISSION/COMMITTEE:

RETAIL EXPERIENCE 34 yrs, College Trustee 20 yrs  
Lee Co BOARD ED. 12 yrs, N.C. Prison System 7  
YEARS

LIST BELOW YOUR SECOND CHOICE BOARD/COMMISSION/COMMITTEE, IF APPLICABLE: (list only one)

N/A

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE SECOND PREFERENCE:

N/A

I CERTIFY THAT ALL OF THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE TO THE BEST OF MY KNOWLEDGE, AND I UNDERSTAND AND AGREE THAT THIS APPLICATION SHALL BE ACTIVE UNTIL July 1<sup>st</sup> 2017. THIS THE 13<sup>th</sup> DAY OF April, 2016.

Louis W. Powell  
(Signature of Applicant)

(Please return completed application to: City Clerk, P. O. Box 3729, Sanford, NC 27331-3729, or fax it to 919-775-8205.) If you have any questions, please call City Clerk Bonnie Davis at 919-777-1111.

CITY OF SANFORD  
APPLICATION FOR  
BOARDS/COMMISSIONS/COMMITTEES

NAME OF APPLICANT: Jan Cashion Tart

COMPLETE ADDRESS (including zip code): 1406 Winterlocken Dr Sanford, NC  
27330

DAYTIME PHONE: 919 356 6948 EVENING PHONE: 356 6948

EMPLOYER: Lee Co Schools TYPE OF WORK: teacher

MARITAL STATUS: m SPOUSE'S NAME: James

I AM A REGISTERED VOTER IN PRECINCT NUMBER DT 1, WHICH IS LOCATED IN:  
 SANFORD CITY LIMITS OR  
 SANFORD'S EXTRATERRITORIAL JURISDICTION

I WISH TO BE CONSIDERED FOR APPOINTMENT TO THE FOLLOWING  
BOARD/COMMISSION/COMMITTEE: (list only one)  
ABC

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE ABOVE  
BOARD/COMMISSION/COMMITTEE:  
I have served on other boards. Being a teacher I can help  
facilitate participation in scholarship admissions.

LIST BELOW YOUR SECOND CHOICE BOARD/COMMISSION/COMMITTEE, IF APPLICABLE: (list only  
one)

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE SECOND PREFERENCE:

I CERTIFY THAT ALL OF THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE TO THE  
BEST OF MY KNOWLEDGE, AND I UNDERSTAND AND AGREE THAT THIS APPLICATION SHALL BE  
ACTIVE UNTIL July 1, 2016. THIS THE 5 DAY OF April,  
2016.

Jan Tart  
(Signature of Applicant)

(Please return completed application to: City Clerk, P. O. Box 3729, Sanford, NC 27331-3729,  
or fax it to 919-775-8205.) If you have any questions, please call City Clerk Bonnie Davis at  
919-777-1111.

CITY OF SANFORD  
APPLICATION FOR  
BOARDS/COMMISSIONS/COMMITTEES

NAME OF APPLICANT: Lisa Lynne McBryde

COMPLETE ADDRESS (including zip code): 1402 Spring Lane  
Sanford, NC 27330

DAYTIME PHONE: 919 775 8695 EVENING PHONE: \_\_\_\_\_

EMPLOYER: Lee Co. Schools TYPE OF WORK: Teacher Assistant

MARITAL STATUS: single SPOUSE'S NAME: \_\_\_\_\_

E-MAIL: llmcbryde@aol.com

I AM A REGISTERED VOTER IN PRECINCT NUMBER ward 1, WHICH IS LOCATED IN:  
( ) SANFORD CITY LIMITS OR  
( ) SANFORD'S EXTRATERRITORIAL JURISDICTION

I WISH TO BE CONSIDERED FOR APPOINTMENT TO THE FOLLOWING BOARD/COMMISSION/COMMITTEE: (list only one)  
ABC Board

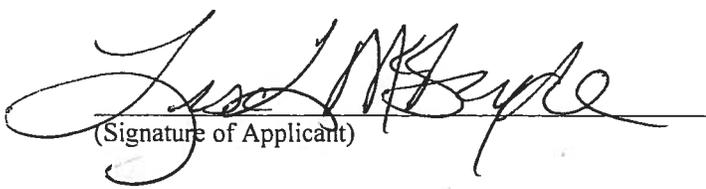
LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE ABOVE BOARD/COMMISSION/COMMITTEE:

Have been a member of this board for several years and love being a part of it. Very interested in where the future will take us.

LIST BELOW YOUR SECOND CHOICE BOARD/COMMISSION/COMMITTEE, IF APPLICABLE: (list only one)  
\_\_\_\_\_

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE SECOND PREFERENCE:  
\_\_\_\_\_  
\_\_\_\_\_

I CERTIFY THAT ALL OF THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE TO THE BEST OF MY KNOWLEDGE, AND I UNDERSTAND AND AGREE THAT THIS APPLICATION SHALL BE ACTIVE UNTIL \_\_\_\_\_ . THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

  
(Signature of Applicant)

(Please return completed application to: City Clerk, P. O. Box 3729, Sanford, NC 27331-3729, or fax it to 919-775-8205.) If you have any questions, please call City Clerk Bonnie Davis at 919-777-1111.

CITY OF SANFORD  
APPLICATION FOR  
BOARDS/COMMISSIONS/COMMITTEES

NAME OF APPLICANT: William Wayne Staton, Jr.

COMPLETE ADDRESS (including zip code): 1102 Wiley Street, Sanford, NC 27330

DAYTIME PHONE: (919) 776-0302 EVENING PHONE: (919) 775-5591

MARITAL STATUS: S SPOUSE'S NAME: \_\_\_\_\_

E-MAIL: wstaton@windstream.net

I AM A REGISTERED VOTER IN PRECINCT NUMBER 71, WHICH IS LOCATED IN: () SANFORD CITY LIMITS OR ( ) SANFORD'S EXTRATERRITORIAL JURISDICTION

I WISH TO BE CONSIDERED FOR APPOINTMENT TO THE FOLLOWING BOARD/COMMISSION/COMMITTEE: (list only one)

Airport Authority

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE ABOVE BOARD/COMMISSION/COMMITTEE:

I am extremely interested in promoting growth and Commerce in the Sanford and Lee County area. I have had a keen interest in aviation all my life.

LIST BELOW YOUR SECOND CHOICE BOARD/COMMISSION/COMMITTEE, IF APPLICABLE: (list only one)

ABC Board

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE SECOND PREFERENCE:

I have background in business. I have serve/have served on several non-profit boards

I CERTIFY THAT ALL OF THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE TO THE BEST OF MY KNOWLEDGE. THIS THE 13 DAY OF June, 2016.

William Wayne Staton Jr  
(Signature of Applicant)

(Please return completed application via one of the following: Mail to City Clerk, P. O. Box 3729, Sanford, NC 27331-3729; fax to 919-775-8205; or email to bonnie.davis@sanfordnc.net). If you have any questions, please call City Clerk Bonnie Davis at 919-777-1111.

CITY OF SANFORD  
APPLICATION FOR  
BOARDS/COMMISSIONS/COMMITTEES

NAME OF APPLICANT: Nancy Whalen

COMPLETE ADDRESS (including zip code): 2612 Sapona Circle  
Sanford, NC 27332

DAYTIME PHONE: 919 770 0467 EVENING PHONE: 919 770 0467

MARITAL STATUS: Married SPOUSE'S NAME: John

E-MAIL: Nancyjane.w22@cs.com

I AM A REGISTERED VOTER IN PRECINCT NUMBER 5, WHICH IS LOCATED IN: (  ) SANFORD CITY LIMITS OR ( ) SANFORD'S EXTRATERRITORIAL JURISDICTION

I WISH TO BE CONSIDERED FOR APPOINTMENT TO THE FOLLOWING BOARD/COMMISSION/COMMITTEE:  
(list only one) ADA

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE ABOVE BOARD/COMMISSION/COMMITTEE:

am disabled due to spinal stenosis. I spent a year and a half in a hospital bed and a wheelchair. I had to re-learn to walk and write.

LIST BELOW YOUR SECOND CHOICE BOARD/COMMISSION/COMMITTEE, IF APPLICABLE: (list only one)

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE SECOND PREFERENCE:

I CERTIFY THAT ALL OF THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE TO THE BEST OF MY KNOWLEDGE. THIS THE 14th DAY OF June, 20 16.

Nancy Whalen  
(Signature of Applicant)

(Please return completed application via one of the following: Mail to City Clerk, P. O. Box 3729, Sanford, NC 27331-3729; fax to 919-775-8205; or email to bonnie.davis@sanfordnc.net). If you have any questions, please call City Clerk Bonnie Davis at 919-777-1111.

CITY OF SANFORD  
APPLICATION FOR  
BOARDS/COMMISSIONS/COMMITTEES

NAME OF APPLICANT: L. I. (Poly) Cohen

COMPLETE ADDRESS (including zip code): 1908 Larkspur Drive

P.O. Box 1224, Sanford, NC 27330

DAYTIME PHONE: 919-775-9217 EVENING PHONE: 919-775-7544

EMPLOYER: Lee Iron's Metal TYPE OF WORK: Consultant

MARITAL STATUS: \_\_\_\_\_ SPOUSE'S NAME: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

I AM A REGISTERED VOTER IN PRECINCT NUMBER 1, WHICH IS LOCATED IN:  
( ) SANFORD CITY LIMITS OR  
( ) SANFORD'S EXTRATERRITORIAL JURISDICTION

I WISH TO BE CONSIDERED FOR APPOINTMENT TO THE FOLLOWING BOARD/COMMISSION/COMMITTEE: (list only one)

Airport Authority

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE ABOVE BOARD/COMMISSION/COMMITTEE:

Licensed Pilot, Been on Airport Authority since July 2010; I would like to continue to serve and complete expansion efforts underway.

LIST BELOW YOUR SECOND CHOICE BOARD/COMMISSION/COMMITTEE, IF APPLICABLE: (list only one)

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE SECOND PREFERENCE:

I CERTIFY THAT ALL OF THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE TO THE BEST OF MY KNOWLEDGE, AND I UNDERSTAND AND AGREE THAT THIS APPLICATION SHALL BE ACTIVE UNTIL \_\_\_\_\_ . THIS THE 1<sup>st</sup> DAY OF April, 2014.

L. I. Cohen  
(Signature of Applicant)

(Please return completed application to: City Clerk, P. O. Box 3729, Sanford, NC 27331-3729, or fax it to 919-775-8205.) If you have any questions, please call City Clerk Bonnie Davis at 919-777-1111.

CITY OF SANFORD  
APPLICATION FOR  
BOARDS/COMMISSIONS/COMMITTEES

NAME OF APPLICANT: William Wayne Staton, Jr.

COMPLETE ADDRESS (including zip code): 1102 Wiley Street, Sanford, NC 27330

DAYTIME PHONE: (919) 776-0302 EVENING PHONE: (919) 775-5591

MARITAL STATUS: S SPOUSE'S NAME: \_\_\_\_\_

E-MAIL: wstaton@windstream.net

I AM A REGISTERED VOTER IN PRECINCT NUMBER 71, WHICH IS LOCATED IN: () SANFORD CITY LIMITS OR () SANFORD'S EXTRATERRITORIAL JURISDICTION

I WISH TO BE CONSIDERED FOR APPOINTMENT TO THE FOLLOWING BOARD/COMMISSION/COMMITTEE:  
(list only one)

Airport Authority

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE ABOVE BOARD/COMMISSION/COMMITTEE:

I am extremely interested in promoting growth and commerce in the Sanford and Lee County area. I have had a keen interest in aviation all my life.

LIST BELOW YOUR SECOND CHOICE BOARD/COMMISSION/COMMITTEE, IF APPLICABLE: (list only one)

ABC Board

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE SECOND PREFERENCE:

I have background in business. I have serve/have served on several non-profit boards

I CERTIFY THAT ALL OF THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE TO THE BEST OF MY KNOWLEDGE. THIS THE 13 DAY OF June, 2016.

William Wayne Staton Jr  
(Signature of Applicant)

(Please return completed application via one of the following: Mail to City Clerk, P. O. Box 3729, Sanford, NC 27331-3729; fax to 919-775-8205; or email to bonnie.davis@sanfordnc.net). If you have any questions, please call City Clerk Bonnie Davis at 919-777-1111.

CITY OF SANFORD  
APPLICATION FOR  
BOARDS/COMMISSIONS/COMMITTEES

NAME OF APPLICANT: Nancy J. Kimble  
COMPLETE ADDRESS (including zip code): 411 Brookfield Circle  
Sanford, NC 27330

DAYTIME PHONE: 919-718-4646 EVENING PHONE: 919-718-6199

EMPLOYER: Lee County TYPE OF WORK: Elections

MARITAL STATUS: Divorced SPOUSE'S NAME:

I AM A REGISTERED VOTER IN PRECINCT NUMBER D11, WHICH IS LOCATED IN:  
 SANFORD CITY LIMITS OR  
 SANFORD'S EXTRATERRITORIAL JURISDICTION

I WISH TO BE CONSIDERED FOR APPOINTMENT TO THE FOLLOWING  
BOARD COMMISSION/COMMITTEE: (list only one)

Appearance Commission

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE ABOVE  
BOARD COMMISSION/COMMITTEE:

Member of this Commission for three  
years

LIST BELOW YOUR SECOND CHOICE BOARD/COMMISSION/COMMITTEE, IF APPLICABLE: (list on  
one)

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE SECOND PREFERENCE:

I CERTIFY THAT ALL OF THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE TO THE  
BEST OF MY KNOWLEDGE, AND I UNDERSTAND AND AGREE THAT THIS APPLICATION SHALL BE  
ACTIVE UNTIL Further Notice THIS THE 2<sup>nd</sup> DAY OF May  
2016.

Nancy J. Kimble  
(Signature of Applicant)

(Please return completed application to: City Clerk, P. O. Box 3729, Sanford, NC 27331-3729,  
or fax it to 919-775-8205.) If you have any questions, please City Clerk Bonnie White at 919-  
777-1111.

**CITY OF SANFORD  
APPLICATION FOR  
BOARDS/COMMISSIONS/COMMITTEES**

NAME OF APPLICANT: Michael Charles Silverman

COMPLETE ADDRESS (including zip code): 2004 Shannon Drive, Sanford, NC 27330

DAYTIME PHONE: (919) 802-5799 EVENING PHONE: (919) 776-9440

MARITAL STATUS: Single SPOUSE'S NAME: N/A

E-MAIL: msilverman91@gmail.com

I AM A REGISTERED VOTER IN PRECINCT NUMBER 12, WHICH IS LOCATED IN:  SANFORD CITY LIMITS OR ( ) SANFORD'S EXTRATERRITORIAL JURISDICTION

I WISH TO BE CONSIDERED FOR APPOINTMENT TO THE FOLLOWING BOARD/COMMISSION/COMMITTEE:  
(list only one)

Appearance Commission  
LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE ABOVE BOARD/COMMISSION/COMMITTEE:

Currently, I work at the General Assembly serving Chatham/Lee Representatives Robert Reeves. I have handled many court case matters involving sign regulations and landscaping issues.

LIST BELOW YOUR SECOND CHOICE BOARD/COMMISSION/COMMITTEE, IF APPLICABLE: (list only one)

Sanford Housing Authority

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE SECOND PREFERENCE:

I have worked on numerous constituent matters related to safe and affordable housing being provided to low income populations in Chatham County. Also, I worked in the local Harnett District Attorney's office where I worked with low income populations.

I CERTIFY THAT ALL OF THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE TO THE BEST OF MY KNOWLEDGE. THIS THE 12th DAY OF June, 2016.

Michael C. Silverman  
(Signature of Applicant)

(Please return completed application via one of the following: Mail to City Clerk, P. O. Box 3729, Sanford, NC 27331-3729; fax to 919-775-8205; or email to bonnie.davis@sanfordnc.net). If you have any questions, please call City Clerk Bonnie Davis at 919-777-1111.

Dear Ms. Davis:

My name is Michael Silverman and I am a Sanford resident. I noticed the article in the Sanford Herald on June 11, 2016, highlighting the need for more applicants for board positions for the City of Sanford. I know that the official deadline passed on June 1<sup>st</sup> for submitting board applications, but given my government background and familiarity with Sanford I wanted to send in an application. I completely understand though if my application can't be considered at this time because of the deadline passing.

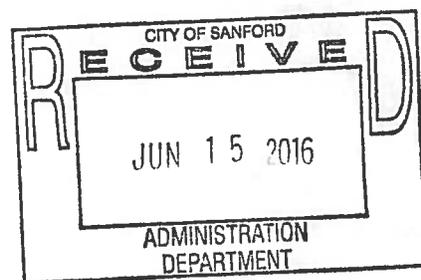
I am very interested in serving on either the Appearance Commission or the Sanford Housing Authority. My interest in serving on these boards comes from my current position serving as a legislative aide to Chatham/Lee Representative Robert Reives. During my time in the General Assembly I have handled numerous constituent issues involving landscaping, sign regulations and low income housing.

I appreciate your time and all that you do for the city of Sanford. I have also provided my resume as well to further highlight why I am interested in serving the city of Sanford. If you need any more information please do not hesitate to contact me.

Sincerely,



Michael C. Silverman



# Michael C. Silverman

2004 Shannon Drive, Sanford, NC 27330  
(919) 802-5799 | msilverman91@gmail.com

## EDUCATION

- Campbell University School of Law, Raleigh, NC** 2015
- The University of North Carolina at Wilmington, Wilmington, NC** December 2014  
*Magna Cum Laude*  
*Bachelor of Arts in History, GPA: 3.7*
- Campus Conduct Board
  - CARE (Peer Educator on Domestic Violence and Sexual Assault Assistance)
  - Student Government Association (At-Large Senator)
- Wake Forest University, Winston-Salem, NC** 2010-2012

## WORK EXPERIENCE

- Representative Robert Reives II Raleigh, NC** February 2016 - Present  
*Campaign Manager/Legislative Aide*
- Organized fundraising events.
  - Created donor strategies for Chatham and Lee Counties.
  - Researched constituent issues for Chatham and Lee Counties.
- North Carolina State Ethics Commission Raleigh, NC** May 2015 – July 2015  
*Summer Law Clerk*
- Selected to serve in the NC State Government Summer Internship Program.
  - Composed memoranda reviewing and explaining complaints of North Carolina Lobbying Act.
  - Reviewed alleged misconduct complaints against covered persons to define review process.
- Major League Baseball Commissioner's Office New York City, NY** January 2015 – May 2015  
*Investigations/Research Intern*
- Provided risk assessment of potential minority shareholders in MLB teams.
  - Researched MLB player arbitration cases and evaluated Major League Baseball employee cases involving misconduct.
  - Assisted investigators researching cases involving player violations of drug abuse and gambling.
- EDNC US District Court Clerk's Office Raleigh/Wilmington, NC** May 2014 – December 2014  
*File Clerk*
- Assisted attorneys in civil and criminal case reviews.
  - Trained in Electronic Case Management Filing.
  - Assisted Clerks on misdemeanor cases involving misconduct on government property.
- New Hanover/Pender District Attorney's Office Wilmington, NC** August 2013 – May 2014  
*Intern - Sexual Assault and Domestic Violence Unit*
- Interviewed victims and witnesses to aid in discovery responses.
  - Worked with law enforcement to coordinate trials.
  - Assisted District Attorney with Community Outreach programs.
- Lee/Harnett District Attorney's Office Lillington, NC** May 2011 - August 2011  
*Intern*
- Assisted in Criminal District Court coordinating shucks and calendar calls.
  - Worked in Clerk of Court's Office retrieving and sorting files.
  - Enhanced communications skills through regular engagement with attorneys, court officials and the general public.

## COMMUNITY

**Lee County HAVEN-Volunteer, Sanford, NC (2015)** – Assisted victims of domestic violence in 50B Court. Provided counsel to shelter residents on logistical options. Assisted staff in educating domestic violence victims on the legal system.

## INTERESTS

Baseball (Mets); Crew (WFU); Runner; Fitness

CITY OF SANFORD  
APPLICATION FOR  
BOARDS/COMMISSIONS/COMMITTEES

NAME OF APPLICANT: Linda Ware

COMPLETE ADDRESS (including zip code): 4905 South Pointe  
Sanford NC 27332

DAYTIME PHONE: (919) 776-0746 EVENING PHONE: (919) 498-5494

MARITAL STATUS: Single SPOUSE'S NAME: \_\_\_\_\_

E-MAIL: linda - ann24 @ hotmail .com

I AM A REGISTERED VOTER IN PRECINCT NUMBER 5, WHICH IS LOCATED IN: (  ) SANFORD CITY LIMITS OR ( ) SANFORD'S EXTRATERRITORIAL JURISDICTION

I WISH TO BE CONSIDERED FOR APPOINTMENT TO THE FOLLOWING BOARD/COMMISSION/COMMITTEE:  
(list only one)

Appearance Commission

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE ABOVE BOARD/COMMISSION/COMMITTEE:

I am an experience case manager supervisor. I chair the Policy & Procedure board for my agency (JLHCA) the experience has provided me insight into organization management. I work with different agency to better the citizen of our community. I am a experienced decorator. I have an eye for excellence and detail. I'm also a certified financial social worker.

LIST BELOW YOUR SECOND CHOICE BOARD/COMMISSION/COMMITTEE, IF APPLICABLE: (list only one)

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE SECOND PREFERENCE:

I CERTIFY THAT ALL OF THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE TO THE BEST OF MY KNOWLEDGE. THIS THE 15th DAY OF June, 2016.

Linda Ware  
(Signature of Applicant)

(Please return completed application via one of the following. Mail to City Clerk, P. O. Box 3729, Sanford, NC 27331-3729; fax to 919-775-8205; or email to bonnie.davis@sanfordnc.net). If you have any questions, please call City Clerk Bonnie Davis at 919-777-1111.

CITY OF SANFORD  
APPLICATION FOR  
BOARDS/COMMISSIONS/COMMITTEES

NAME OF APPLICANT: Julian "JENKS" YOUNGBLOOD

COMPLETE ADDRESS (including zip code): 532 MIDLAND AVE.

SANFORD, NC 27330 POB 1602  
SNC 27381

DAYTIME PHONE: 919-548-4444 EVENING PHONE: SAME

MARITAL STATUS: single SPOUSE'S NAME: \_\_\_\_\_

E-MAIL: jy@sanfordantique.com

I AM A REGISTERED VOTER IN PRECINCT NUMBER (3) WHICH IS LOCATED IN:  SANFORD CITY LIMITS OR ( ) SANFORD'S EXTRATERRITORIAL JURISDICTION

I WISH TO BE CONSIDERED FOR APPOINTMENT TO THE FOLLOWING BOARD/COMMISSION/COMMITTEE: (list only one)

Historic Preservation

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE ABOVE BOARD/COMMISSION/COMMITTEE:  
BUSINESS OWNER & PROPERTY OWNER IN  
CENTRAL BUSINESS DISTRICT.

LIST BELOW YOUR SECOND CHOICE BOARD/COMMISSION/COMMITTEE, IF APPLICABLE: (list only one)

Appearance Commission

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE SECOND PREFERENCE:  
SEE ABOVE

I CERTIFY THAT ALL OF THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE TO THE BEST OF MY KNOWLEDGE. THIS THE 9 DAY OF may, 2016.

[Signature]  
(Signature of Applicant)

(Please return completed application via one of the following: Mail to City Clerk, P. O. Box 3729, Sanford, NC 27331-3729; fax to 919-775-8205; or email to bonnie.davis@sanfordnc.net). If you have any questions, please call City Clerk Bonnie Davis at 919-777-1111.

CITY OF SANFORD  
APPLICATION FOR  
BOARDS/COMMISSIONS/COMMITTEES

NAME OF APPLICANT: ANN M. BARKLEY

COMPLETE ADDRESS (including zip code): 1010 WENTWORTH CT  
SANFORD, N. C. 27330

DAYTIME PHONE: 718-0286 EVENING PHONE: -

EMPLOYER: RETIRED TYPE OF WORK: AT&T

MARITAL STATUS: S SPOUSE'S NAME: \_\_\_\_\_

I AM A REGISTERED VOTER IN PRECINCT NUMBER D2, WHICH IS LOCATED IN:  
 SANFORD CITY LIMITS OR  
 SANFORD'S EXTRATERRITORIAL JURISDICTION

I WISH TO BE CONSIDERED FOR APPOINTMENT TO THE FOLLOWING  
BOARD/COMMISSION/COMMITTEE: (list only one)  
BOARD OF ADJUSTMENT

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE ABOVE  
BOARD/COMMISSION/COMMITTEE:

25 years experience working with state regulatory agencies in tele-communications. Experience with evidentiary/legal procedures.

LIST BELOW YOUR SECOND CHOICE BOARD/COMMISSION/COMMITTEE, IF APPLICABLE: (list only one)

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE SECOND PREFERENCE:

I CERTIFY THAT ALL OF THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE TO THE BEST OF MY KNOWLEDGE, AND I UNDERSTAND AND AGREE THAT THIS APPLICATION SHALL BE ACTIVE UNTIL \_\_\_\_\_ . THIS THE 22 DAY OF MARCH, 2016.

Ann Barkley  
(Signature of Applicant)

(Please return completed application to: City Clerk, P. O. Box 3729, Sanford, NC 27331-3729, or fax it to 919-775-8205.) If you have any questions, please call City Clerk Bonnie Davis at 919-777-1111.

CITY OF SANFORD  
APPLICATION FOR  
BOARDS/COMMISSIONS/COMMITTEES

NAME OF APPLICANT: GORDON ANDERSON

COMPLETE ADDRESS (including zip code): 2301 LAURELINO DRIVE  
SANFORD NC 27330

DAYTIME PHONE: 919 721 5082 EVENING PHONE: SAME

EMPLOYER: SELF TYPE OF WORK: WRITING/CONSULTING

MARITAL STATUS: MARRIED SPOUSE'S NAME: JORDAN CHILDRESS

E-MAIL: GA.ANDERSON79@GMAIL.COM

I AM A REGISTERED VOTER IN PRECINCT NUMBER 2, WHICH IS LOCATED IN:  
 SANFORD CITY LIMITS OR  
 SANFORD'S EXTRATERRITORIAL JURISDICTION

I WISH TO BE CONSIDERED FOR APPOINTMENT TO THE FOLLOWING  
BOARD/COMMISSION/COMMITTEE: (list only one)  
SANFORD BOARD OF ADJUSTMENT

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE ABOVE  
BOARD/COMMISSION/COMMITTEE:

I CURRENTLY SERVE ON THE BOARD AND AM APPLYING FOR A FULL TERM. I AM  
FAMILIAR W/ MUNICIPAL AND ZONING ISSUES THROUGH EXPERIENCE AS A NEWSPAPER  
REPORTER AND INVOLVEMENT WITH VARIOUS POLITICAL CAMPAIGNS.

LIST BELOW YOUR SECOND CHOICE BOARD/COMMISSION/COMMITTEE, IF APPLICABLE: (list only  
one)

N/A

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE SECOND PREFERENCE:

N/A

I CERTIFY THAT ALL OF THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE TO THE  
BEST OF MY KNOWLEDGE, AND I UNDERSTAND AND AGREE THAT THIS APPLICATION SHALL BE  
ACTIVE UNTIL \_\_\_\_\_ . THIS THE 19TH DAY OF APRIL  
2016 .

[Signature]  
(Signature of Applicant)

(Please return completed application to: City Clerk, P. O. Box 3729, Sanford, NC 27331-3729,  
or fax it to 919-775-8205.) If you have any questions, please call City Clerk Bonnie Davis at  
919-777-1111.

CITY OF SANFORD  
APPLICATION FOR  
BOARDS/COMMISSIONS/COMMITTEES

NAME OF APPLICANT: VAN R Groce Jr.

COMPLETE ADDRESS (including zip code): 915 Gilmore Dr.  
Sanford NC 27330

DAYTIME PHONE: 919 770 2554 EVENING PHONE: 919 708 7883

EMPLOYER: Custom Contracting TYPE OF WORK: General Contractor

MARITAL STATUS: M SPOUSE'S NAME: Debra

I AM A REGISTERED VOTER IN PRECINCT NUMBER 11, WHICH IS LOCATED IN:  
 SANFORD CITY LIMITS OR (Vote at Jr Ingram)  
 SANFORD'S EXTRATERRITORIAL JURISDICTION

I WISH TO BE CONSIDERED FOR APPOINTMENT TO THE FOLLOWING  
BOARD/COMMISSION/COMMITTEE: (list only one)  
Board of Adjustment

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE ABOVE  
BOARD/COMMISSION/COMMITTEE:  
Have served on BOA for at least two terms. Familiar w/  
UDO

LIST BELOW YOUR SECOND CHOICE BOARD/COMMISSION/COMMITTEE, IF APPLICABLE: (list only  
one)

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE SECOND PREFERENCE:

I CERTIFY THAT ALL OF THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE TO THE  
BEST OF MY KNOWLEDGE, AND I UNDERSTAND AND AGREE THAT THIS APPLICATION SHALL BE  
ACTIVE UNTIL 7/1/2016. THIS THE 19 DAY OF April,  
2016.

[Signature]  
(Signature of Applicant)

(Please return completed application to: City Clerk, P. O. Box 3729, Sanford, NC 27331-3729,  
or fax it to 919-775-8205.) If you have any questions, please call City Clerk Bonnie Davis at  
919-777-1111.

CITY OF SANFORD  
APPLICATION FOR  
BOARDS/COMMISSIONS/COMMITTEES

NAME OF APPLICANT: Denise Moethlisberger

COMPLETE ADDRESS (including zip code): 318 Summit Dr.  
Sanford NC 27330

DAYTIME PHONE: 76497982 EVENING PHONE: 777 2721

EMPLOYER: Total Enviro<sup>Septic</sup> TYPE OF WORK: Office Mngr.

MARITAL STATUS: Married SPOUSE'S NAME: Al

I AM A REGISTERED VOTER IN PRECINCT NUMBER (4), WHICH IS LOCATED IN:  
 SANFORD CITY LIMITS OR  
 SANFORD'S EXTRATERRITORIAL JURISDICTION

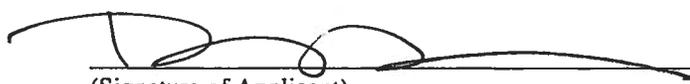
I WISH TO BE CONSIDERED FOR APPOINTMENT TO THE FOLLOWING BOARD/COMMISSION/COMMITTEE: (list only one)  
Environmental Affairs Board

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE ABOVE BOARD/COMMISSION/COMMITTEE:  
N/A

LIST BELOW YOUR SECOND CHOICE BOARD/COMMISSION/COMMITTEE, IF APPLICABLE: (list only one)  
N/A

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE SECOND PREFERENCE:  
N/A

I CERTIFY THAT ALL OF THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE TO THE BEST OF MY KNOWLEDGE, AND I UNDERSTAND AND AGREE THAT THIS APPLICATION SHALL BE ACTIVE UNTIL \_\_\_\_\_ . THIS THE 21 DAY OF April, 2016.

  
(Signature of Applicant)

(Please return completed application to: City Clerk, P. O. Box 3729, Sanford, NC 27331-3729, or fax it to 919-775-8205.) If you have any questions, please call City Clerk Bonnie Davis at 919-777-1111.

CITY OF SANFORD  
APPLICATION FOR  
BOARDS/COMMISSIONS/COMMITTEES

NAME OF APPLICANT: Brooks A. Gage

COMPLETE ADDRESS (including zip code): 2201 Lord Ashley Dr.  
Sanford, NC 27330

DAYTIME PHONE: 919-656-4134 EVENING PHONE: \_\_\_\_\_

EMPLOYER: self employed TYPE OF WORK: ECI / electronic switches

MARITAL STATUS: widow SPOUSE'S NAME: \_\_\_\_\_

E-MAIL: brooks\_gage@msn.com

I AM A REGISTERED VOTER IN PRECINCT NUMBER 241 WHICH IS LOCATED IN:  
 SANFORD CITY LIMITS OR  
 SANFORD'S EXTRATERRITORIAL JURISDICTION

I WISH TO BE CONSIDERED FOR APPOINTMENT TO THE FOLLOWING BOARD/COMMISSION/COMMITTEE: (list only one)

Joint Environmental Affairs Board

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE ABOVE BOARD/COMMISSION/COMMITTEE:

Served on EAB previously. Education: NCSM, Landscape Architecture, MLA. Worked for private design firm in Raleigh. Main project: Downtown streetscape. Site planning.

LIST BELOW YOUR SECOND CHOICE BOARD/COMMISSION/COMMITTEE, IF APPLICABLE: (list only one)

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE SECOND PREFERENCE:

I CERTIFY THAT ALL OF THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE TO THE BEST OF MY KNOWLEDGE, AND I UNDERSTAND AND AGREE THAT THIS APPLICATION SHALL BE ACTIVE UNTIL 12/2016 THIS THE 6 DAY OF May, 2016

Brooks A. Gage  
(Signature of Applicant)

(Please return completed application to: City Clerk, P. O. Box 3729, Sanford, NC 27331-3729, or fax it to 919-775-8205.) If you have any questions, please call City Clerk Bonnie Davis at 919-777-1111.

CITY OF SANFORD  
APPLICATION FOR  
BOARDS/COMMISSIONS/COMMITTEES

NAME OF APPLICANT: ALLEN WAYNE GORDON

COMPLETE ADDRESS (including zip code): 1609 COLUMBINE RD SANFORD NC 27330

DAYTIME PHONE: 919 524 4916 EVENING PHONE: 919 524 4916

EMPLOYER: GORDON + ASSOCIATES TYPE OF WORK: REAL ESTATE BROKER

MARITAL STATUS: MARRIED SPOUSE'S NAME: PAM GORDON

I AM A REGISTERED VOTER IN PRECINCT NUMBER 1, WHICH IS LOCATED IN:

- SANFORD CITY LIMITS OR
- SANFORD'S EXTRATERRITORIAL JURISDICTION

I WISH TO BE CONSIDERED FOR APPOINTMENT TO THE FOLLOWING BOARD/COMMISSION/COMMITTEE: (list only one)

HISTORIC PRESERVATION COMMISSION

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE ABOVE BOARD/COMMISSION/COMMITTEE:

I SERVED LAST YEAR AND MY TERM IS EXPIRING

LIST BELOW YOUR SECOND CHOICE BOARD/COMMISSION/COMMITTEE, IF APPLICABLE: (list only one)

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE SECOND PREFERENCE:

I CERTIFY THAT ALL OF THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE TO THE BEST OF MY KNOWLEDGE, AND I UNDERSTAND AND AGREE THAT THIS APPLICATION SHALL BE ACTIVE UNTIL \_\_\_\_\_ . THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_.

Allen Gordon  
(Signature of Applicant)

(Please return completed application to: City Clerk, P. O. Box 3729, Sanford, NC 27331-3729, or fax it to 919-775-8205.) If you have any questions, please City Clerk Bonnie White at 919-777-1111.

CITY OF SANFORD  
APPLICATION FOR  
BOARDS/COMMISSIONS/COMMITTEES

NAME OF APPLICANT: Tracy Brown Hughes

COMPLETE ADDRESS (including zip code): 1420 Fire Tower Rd.  
Sanford NC 27330

DAYTIME PHONE: 919 498 5696 EVENING PHONE: 919 498 5696

EMPLOYER: EDA Strother Real Estate TYPE OF WORK: Broker in Charge

MARITAL STATUS: M SPOUSE'S NAME: Leroy Hughes

E-MAIL: tbhughesbroker@gmail.com

I AM A REGISTERED VOTER IN PRECINCT NUMBER 4, WHICH IS LOCATED IN:  
 SANFORD CITY LIMITS OR  
 SANFORD'S EXTRATERRITORIAL JURISDICTION

I WISH TO BE CONSIDERED FOR APPOINTMENT TO THE FOLLOWING BOARD/COMMISSION/COMMITTEE: (list only one)

Historic Preservation Commission

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE ABOVE BOARD/COMMISSION/COMMITTEE:

Sanford Area Association of Realtors - President 2016  
Sanford Area Association of Realtors - Board of Directors, 2013, N. 45  
Sanford Resident 42 yrs.

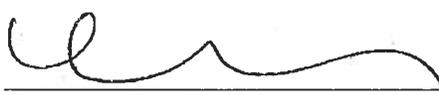
LIST BELOW YOUR SECOND CHOICE BOARD/COMMISSION/COMMITTEE, IF APPLICABLE: (list only one)

Planning

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE SECOND PREFERENCE:

Real estate broker  
Sanford resident 42 years

I CERTIFY THAT ALL OF THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE TO THE BEST OF MY KNOWLEDGE, AND I UNDERSTAND AND AGREE THAT THIS APPLICATION SHALL BE ACTIVE UNTIL \_\_\_\_\_ . THIS THE 22 DAY OF April, 2016.

  
\_\_\_\_\_  
(Signature of Applicant)

(Please return completed application to: City Clerk, P. O. Box 3729, Sanford, NC 27331-3729, or fax it to 919-775-8205.) If you have any questions, please call City Clerk Bonnie Davis at 919-777-1111.

CITY OF SANFORD  
APPLICATION FOR  
BOARDS/COMMISSIONS/COMMITTEES

NAME OF APPLICANT: James Louis Body Jr

COMPLETE ADDRESS (including zip code): 400 N Steele St Sanford, NC 27330

DAYTIME PHONE: 910 747 0143 EVENING PHONE: Same

EMPLOYER: Sti Polymer TYPE OF WORK: Production

MARITAL STATUS: Married SPOUSE'S NAME: Summer Elizabeth Body

I AM A REGISTERED VOTER IN PRECINCT NUMBER B2 (5), WHICH IS LOCATED IN:  
 SANFORD CITY LIMITS OR  
 SANFORD'S EXTRATERRITORIAL JURISDICTION

I WISH TO BE CONSIDERED FOR APPOINTMENT TO THE FOLLOWING BOARD COMMISSION/COMMITTEE: (list only one)

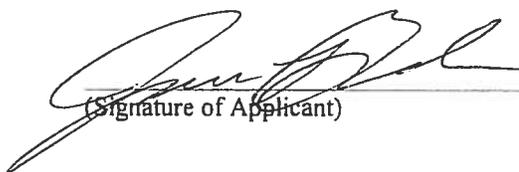
Historic Preservation Commission

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE ABOVE BOARD COMMISSION/COMMITTEE:

LIST BELOW YOUR SECOND CHOICE BOARD/COMMISSION/COMMITTEE, IF APPLICABLE: (list only one)

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE SECOND PREFERENCE:

I CERTIFY THAT ALL OF THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE TO THE BEST OF MY KNOWLEDGE, AND I UNDERSTAND AND AGREE THAT THIS APPLICATION SHALL BE ACTIVE UNTIL 13 May, 2016. THIS THE 13 DAY OF April, 2016.

  
(Signature of Applicant)

(Please return completed application to: City Clerk, P. O. Box 3729, Sanford, NC 27331-3729, or fax it to 919-775-8205.) If you have any questions, please City Clerk Bonnie White at 919-777-1111.

CITY OF SANFORD  
APPLICATION FOR  
BOARDS/COMMISSIONS/COMMITTEES

NAME OF APPLICANT: GREG STUCH

COMPLETE ADDRESS (including zip code): 220 N GULF ST  
Sanford NC 27330

DAYTIME PHONE: 218 225 2379 EVENING PHONE: 919 292 2015

MARITAL STATUS: M SPOUSE'S NAME: Jacelyn

E-MAIL: GREGORYGSTUCH@Gmail.com

I AM A REGISTERED VOTER IN PRECINCT NUMBER A14 WHICH IS LOCATED IN:  SANFORD CITY LIMITS OR ( ) SANFORD'S EXTRATERRITORIAL JURISDICTION

I WISH TO BE CONSIDERED FOR APPOINTMENT TO THE FOLLOWING BOARD/COMMISSION/COMMITTEE:  
(list only one) Historic Preservation

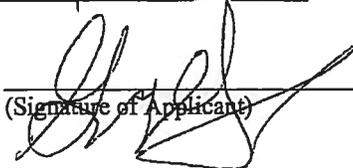
LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE ABOVE BOARD/COMMISSION/COMMITTEE:

Currently on Board of Adjustment  
Resident of Rosemount/McIver neighborhood

LIST BELOW YOUR SECOND CHOICE BOARD/COMMISSION/COMMITTEE, IF APPLICABLE: (list only one)

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE SECOND PREFERENCE:

I CERTIFY THAT ALL OF THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE TO THE BEST OF MY KNOWLEDGE. THIS THE 9 DAY OF May, 2016.

  
(Signature of Applicant)

(Please return completed application via one of the following: Mail to City Clerk, P. O. Box 3729, Sanford, NC 27331-3729; fax to 919-775-8205; or email to bonnie.davis@sanfordnc.net). If you have any questions, please call City Clerk Bonnie Davis at 919-777-1111.

CITY OF SANFORD  
APPLICATION FOR  
BOARDS/COMMISSIONS/COMMITTEES

NAME OF APPLICANT: Julian "JENKS" YOUNGBLOOD

COMPLETE ADDRESS (including zip code): 532 MIDLAND AVE.

SANFORD, NC 27330 POB 1602  
SNC 27331

DAYTIME PHONE: 919-548-4444 EVENING PHONE: SAME

MARITAL STATUS: SINGLE SPOUSE'S NAME: \_\_\_\_\_

E-MAIL: jye@sanfordantique.com

I AM A REGISTERED VOTER IN PRECINCT NUMBER (3) WHICH IS LOCATED IN:  SANFORD CITY LIMITS OR ( ) SANFORD'S EXTRATERRITORIAL JURISDICTION

I WISH TO BE CONSIDERED FOR APPOINTMENT TO THE FOLLOWING BOARD/COMMISSION/COMMITTEE: (list only one)

Historic Preservation  
LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE ABOVE BOARD/COMMISSION/COMMITTEE:

BUSINESS OWNER & PROPERTY OWNER IN  
CENTRAL BUSINESS DISTRICT.

LIST BELOW YOUR SECOND CHOICE BOARD/COMMISSION/COMMITTEE, IF APPLICABLE: (list only one)

Appearance Commission

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE SECOND PREFERENCE:

SEE ABOVE

I CERTIFY THAT ALL OF THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE TO THE BEST OF MY KNOWLEDGE. THIS THE 9 DAY OF may, 2016.

[Signature]  
(Signature of Applicant)

(Please return completed application via one of the following: Mail to City Clerk, P. O. Box 3729, Sanford, NC 27331-3729; fax to 919-775-8205; or email to bonnie.davis@sanfordnc.net). If you have any questions, please call City Clerk Bonnie Davis at 919-777-1111.

CITY OF SANFORD  
APPLICATION FOR  
BOARDS/COMMISSIONS/COMMITTEES

NAME OF APPLICANT: Richard Poetti (Dick)

COMPLETE ADDRESS (including zip code): 628 W. CHISHOLM ST  
Sanford NC 27330

DAYTIME PHONE: 919-708-3720 EVENING PHONE: \_\_\_\_\_

EMPLOYER: Retired (partial) TYPE OF WORK: Real Estate

MARITAL STATUS: W SPOUSE'S NAME: GENEVIVE

I AM A REGISTERED VOTER IN PRECINCT NUMBER AT (2), WHICH IS LOCATED IN:  
() SANFORD CITY LIMITS OR  
( ) SANFORD'S EXTRATERRITORIAL JURISDICTION

I WISH TO BE CONSIDERED FOR APPOINTMENT TO THE FOLLOWING BOARD/COMMISSION/COMMITTEE: (list only one)

Planning Board

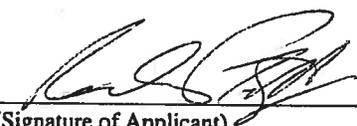
LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE ABOVE BOARD/COMMISSION/COMMITTEE:

Currently on the board but term to expire

LIST BELOW YOUR SECOND CHOICE BOARD/COMMISSION/COMMITTEE, IF APPLICABLE: (list only one)

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE SECOND PREFERENCE:

I CERTIFY THAT ALL OF THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE TO THE BEST OF MY KNOWLEDGE, AND I UNDERSTAND AND AGREE THAT THIS APPLICATION SHALL BE ACTIVE UNTIL \_\_\_\_\_ THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

  
\_\_\_\_\_  
(Signature of Applicant)

(Please return completed application to: City Clerk, P. O. Box 3729, Sanford, NC 27331-3729, or fax it to 919-775-8205.) If you have any questions, please call City Clerk Bonnie Davis at 919-777-1111.

CITY OF SANFORD  
APPLICATION FOR  
BOARDS/COMMISSIONS/COMMITTEES

NAME OF APPLICANT: Tom Joyner

COMPLETE ADDRESS (including zip code): 2307 Lord Ashley Dr  
Sanford, NC 27330

DAYTIME PHONE: 919-770-6349 EVENING PHONE: 919-776-6594

EMPLOYER: Self TYPE OF WORK: Real Estate Appraiser

MARITAL STATUS: M SPOUSE'S NAME: Shirley Joyner

I AM A REGISTERED VOTER IN PRECINCT NUMBER Ward (1), WHICH IS LOCATED IN:  
 SANFORD CITY LIMITS OR  
 SANFORD'S EXTRATERRITORIAL JURISDICTION

I WISH TO BE CONSIDERED FOR APPOINTMENT TO THE FOLLOWING  
BOARD/COMMISSION/COMMITTEE: (list only one)  
City Planning Board

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE ABOVE  
BOARD/COMMISSION/COMMITTEE:

Have served for the past year as an  
alternate on the City Planning Board.  
would like to be considered as an active rather  
than as an alternate

LIST BELOW YOUR SECOND CHOICE BOARD/COMMISSION/COMMITTEE, IF APPLICABLE: (list only  
one)  
None

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE SECOND PREFERENCE:

\_\_\_\_\_

I CERTIFY THAT ALL OF THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE TO THE  
BEST OF MY KNOWLEDGE, AND I UNDERSTAND AND AGREE THAT THIS APPLICATION SHALL BE  
ACTIVE UNTIL \_\_\_\_\_ . THIS THE 23 DAY OF March  
2016.

Thomas M Joyner  
(Signature of Applicant)

(Please return completed application to: City Clerk, P. O. Box 3729, Sanford, NC 27331-3729,  
or fax it to 919-775-8205.) If you have any questions, please call City Clerk Bonnie Davis at  
919-777-1111.

CITY OF SANFORD  
APPLICATION FOR  
BOARDS/COMMISSIONS/COMMITTEES

NAME OF APPLICANT: Richard T. Oldham  
COMPLETE ADDRESS (including zip code): 602 Pineknoll Drive Sanford, NC 27330

DAYTIME PHONE: 919-775-7882 EVENING PHONE: 919-356-5483

MARITAL STATUS: Married SPOUSE'S NAME: Jennifer W. Oldham

E-MAIL: rolldham@sanfordcontractors.com

I AM A REGISTERED VOTER IN PRECINCT NUMBER (2) WHICH IS LOCATED IN: ( ) SANFORD CITY LIMITS OR ( ) SANFORD'S EXTRATERRITORIAL JURISDICTION

I WISH TO BE CONSIDERED FOR APPOINTMENT TO THE FOLLOWING BOARD/COMMISSION/COMMITTEE:  
(list only one) Planning Board

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE ABOVE BOARD/COMMISSION/COMMITTEE:

I have been involved with the development and construction industry since 2006. I have worked with multiple municipalities in my profession & have seen how they operate.

LIST BELOW YOUR SECOND CHOICE BOARD/COMMISSION/COMMITTEE, IF APPLICABLE: (list only one)

N/A

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE SECOND PREFERENCE:

N/A

I CERTIFY THAT ALL OF THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE TO THE BEST OF MY KNOWLEDGE. THIS THE 13th DAY OF June, 2016.

  
(Signature of Applicant)

(Please return completed application via one of the following: Mail to City Clerk, P. O. Box 3729, Sanford, NC 27331-3729; fax to 919-775-8205; or email to bonnie.davis@sanfordnc.net). If you have any questions, please call City Clerk Bonnie Davis at 919-777-1111.

CITY OF SANFORD  
APPLICATION FOR  
BOARDS/COMMISSIONS/COMMITTEES

NAME OF APPLICANT: Tracy Brown Hughes

COMPLETE ADDRESS (including zip code): 1420 Fire Tower Rd.  
Sanford NC 27330

DAYTIME PHONE: 919 498 5696 EVENING PHONE: 919 498 5696

EMPLOYER: EDA Strother Real Estate TYPE OF WORK: Broker in Charge

MARITAL STATUS: M SPOUSE'S NAME: Leroy Hughes

E-MAIL: tbhughesbroker@gmail.com

I AM A REGISTERED VOTER IN PRECINCT NUMBER (4), WHICH IS LOCATED IN:  
 SANFORD CITY LIMITS OR  
 SANFORD'S EXTRATERRITORIAL JURISDICTION

I WISH TO BE CONSIDERED FOR APPOINTMENT TO THE FOLLOWING BOARD/COMMISSION/COMMITTEE: (list only one)

Historic Preservation Commission

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE ABOVE BOARD/COMMISSION/COMMITTEE:

Sanford Area Association of Realtors - President 2016  
Sanford Area Association of Realtors - Board of Directors, 2013, M. 15  
Sanford Resident 42 yrs.

LIST BELOW YOUR SECOND CHOICE BOARD/COMMISSION/COMMITTEE, IF APPLICABLE: (list only one)

Planning

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE SECOND PREFERENCE:

Real estate broker  
Sanford resident 42 years

I CERTIFY THAT ALL OF THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE TO THE BEST OF MY KNOWLEDGE, AND I UNDERSTAND AND AGREE THAT THIS APPLICATION SHALL BE ACTIVE UNTIL \_\_\_\_\_ . THIS THE 22 DAY OF April, 2016.

  
(Signature of Applicant)

(Please return completed application to: City Clerk, P. O. Box 3729, Sanford, NC 27331-3729, or fax it to 919-775-8205.) If you have any questions, please call City Clerk Bonnie Davis at 919-777-1111.



CITY OF SANFORD  
APPLICATION FOR  
BOARDS/COMMISSIONS/COMMITTEES

NAME OF APPLICANT: Michael Charles Silverman

COMPLETE ADDRESS (including zip code): 2004 Shannon Drive, Sanford, NC 27330

DAYTIME PHONE: (919) 802-5799 EVENING PHONE: (919) 776-9440

MARITAL STATUS: Single SPOUSE'S NAME: N/A

E-MAIL: msilverman91@gmail.com

I AM A REGISTERED VOTER IN PRECINCT NUMBER 02 WHICH IS LOCATED IN:  SANFORD CITY LIMITS OR  SANFORD'S EXTRATERRITORIAL JURISDICTION

I WISH TO BE CONSIDERED FOR APPOINTMENT TO THE FOLLOWING BOARD/COMMISSION/COMMITTEE: (list only one)

Appearance Commission  
LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE ABOVE BOARD/COMMISSION/COMMITTEE:

Currently, I work at the General Assembly serving Chatham/Lee Representatives Robert Davis. I have handled many constituent matters involving sign regulations and landscaping issues.

LIST BELOW YOUR SECOND CHOICE BOARD/COMMISSION/COMMITTEE, IF APPLICABLE: (list only one)

Sanford Housing Authority

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE SECOND PREFERENCE:

I have worked on numerous constituent matters related to safe and affordable housing being provided to low income populations in Chatham County. Also, I worked in the Local Health District Attorney's Office where I worked with low income populations.

I CERTIFY THAT ALL OF THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE TO THE BEST OF MY KNOWLEDGE. THIS THE 12th DAY OF June, 2016.

Michael C. Silverman  
(Signature of Applicant)

(Please return completed application via one of the following: Mail to City Clerk, P. O. Box 3729, Sanford, NC 27331-3729; fax to 919-775-8205; or email to bonnie.davis@sanfordnc.net). If you have any questions, please call City Clerk Bonnie Davis at 919-777-1111.

Dear Ms. Davis:

My name is Michael Silverman and I am a Sanford resident. I noticed the article in the Sanford Herald on June 11, 2016, highlighting the need for more applicants for board positions for the City of Sanford. I know that the official deadline passed on June 1<sup>st</sup> for submitting board applications, but given my government background and familiarity with Sanford I wanted to send in an application. I completely understand though if my application can't be considered at this time because of the deadline passing.

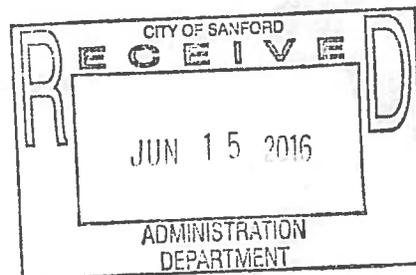
I am very interested in serving on either the Appearance Commission or the Sanford Housing Authority. My interest in serving on these boards comes from my current position serving as a legislative aide to Chatham/Lee Representative Robert Reives. During my time in the General Assembly I have handled numerous constituent issues involving landscaping, sign regulations and low income housing.

I appreciate your time and all that you do for the city of Sanford. I have also provided my resume as well to further highlight why I am interested in serving the city of Sanford. If you need any more information please do not hesitate to contact me.

Sincerely,



Michael C. Silverman



# Michael C. Silverman

2004 Shannon Drive, Sanford, NC 27330  
(919) 802-5799 | msilverman91@gmail.com

## EDUCATION

- Campbell University School of Law, Raleigh, NC** 2015
- The University of North Carolina at Wilmington, Wilmington, NC** December 2014  
*Magna Cum Laude*  
*Bachelor of Arts in History, GPA: 3.7*
- Campus Conduct Board
  - CARE (Peer Educator on Domestic Violence and Sexual Assault Assistance)
  - Student Government Association (At-Large Senator)
- Wake Forest University, Winston-Salem, NC** 2010-2012

## WORK EXPERIENCE

- Representative Robert Reives II** Raleigh, NC February 2016 - Present  
*Campaign Manager/Legislative Aide*
- Organized fundraising events.
  - Created donor strategies for Chatham and Lee Counties.
  - Researched constituent issues for Chatham and Lee Counties.
- North Carolina State Ethics Commission** Raleigh, NC May 2015 – July 2015  
*Summer Law Clerk*
- Selected to serve in the NC State Government Summer Internship Program.
  - Composed memoranda reviewing and explaining complaints of North Carolina Lobbying Act.
  - Reviewed alleged misconduct complaints against covered persons to define review process.
- Major League Baseball Commissioner's Office** New York City, NY January 2015 – May 2015  
*Investigations/Research Intern*
- Provided risk assessment of potential minority shareholders in MLB teams.
  - Researched MLB player arbitration cases and evaluated Major League Baseball employee cases involving misconduct.
  - Assisted investigators researching cases involving player violations of drug abuse and gambling.
- EDNC US District Court Clerk's Office** Raleigh/Wilmington, NC May 2014 – December 2014  
*File Clerk*
- Assisted attorneys in civil and criminal case reviews.
  - Trained in Electronic Case Management Filing.
  - Assisted Clerks on misdemeanor cases involving misconduct on government property.
- New Hanover/Pender District Attorney's Office** Wilmington, NC August 2013 – May 2014  
*Intern - Sexual Assault and Domestic Violence Unit*
- Interviewed victims and witnesses to aid in discovery responses.
  - Worked with law enforcement to coordinate trials.
  - Assisted District Attorney with Community Outreach programs.
- Lee/Harnett District Attorney's Office** Lillington, NC May 2011 - August 2011  
*Intern*
- Assisted in Criminal District Court coordinating shucks and calendar calls.
  - Worked in Clerk of Court's Office retrieving and sorting files.
  - Enhanced communications skills through regular engagement with attorneys, court officials and the general public.

## COMMUNITY

**Lee County HAVEN-Volunteer**, Sanford, NC (2015) – Assisted victims of domestic violence in 50B Court. Provided counsel to shelter residents on logistical options. Assisted staff in educating domestic violence victims on the legal system.

## INTERESTS

Baseball (Mets); Crew (WFU); Runner; Fitness

## Closed Session