

## CITY COUNCIL AGENDA

CITY OF SANFORD, NORTH CAROLINA

October 18, 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 Reimbursement Resolution – Streetscape Capital Project – (Drainage Improvements in Jonesboro) – (Page 3)

B. Approval of Ordinance Amending the Annual Operating Budget of the City of Sanford FY 2016-2017 – (Drainage Improvements in Jonesboro) – (Pages 4 - 5)

C. Capital Project Ordinance Amendment Streetscape – (Drainage Issues in Jonesboro) – (Page 6)

7. **SPECIAL AGENDA**

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

Application by InSite Real Estate, LLC - to rezone 2.36 ± acres of land with frontage on Rosser Road from the current zoning of Residential Single-family (R-20) to General Commercial (C-2). The subject property is all of a 0.98 ± acre tract of land, addressed as 2814 Rosser Road, identified as Tax Parcel 9652-90-1292-00 and a 1.38 ± portion of an adjoining tract of land identified as Tax Parcel 9652-90-9952-00, both of which are depicted on Lee County Tax Map 9652.20. The subject property is also identified as Tracts 3 and 2 on a survey map recorded in Plat Cabinet 2015, Slide 143 of the Lee County Register of Deeds Office. – (Pages 7 – 16)

9. **DECISIONS ON PUBLIC HEARINGS**

City Council Agenda  
October 18, 2016

**10. REGULAR AGENDA**

- A. Consider Ordinance Amending the Annual Operating Budget of the City of Sanford FY 2016-2017 – (Removal of Asbestos at 809 Tryon Street (Old Jaycee Hut) & Tree Removal & Pruning on First Street Properties) – (Pages 17 - 18)
- B. Consider Resolution by the City Council of the City of Sanford – AIA Grant Recipient & Authorization for Mayor to Accept the State Grant Offer - (Pages 19 - 22)
- C. Consider Ordinance Amending the Annual Operating Budget of the City of Sanford FY 2016-2017 – (Wastewater Asset Inventory & Assessment Management Project) – (Pages 23 – 24)
- D. Consider Grant Project Ordinance – Wastewater Asset Inventory and Assessment Management – (Page 25)
- E. Consider Ordinance Amending the Annual Operating Budget of the City of Sanford FY 2016-2017 – (Industrial Park Water & Sewer Project) - (Pages 26 - 27)
- F. Consider Reimbursement Resolution – Industrial Park Water and Sewer Improvements – (Page 28)
- G. Consider Capital Project Ordinance Amendment – Industrial Park Water and Sewer Improvements – (Page 29)
- H. Consider Reimbursement Resolution – Sewer Remediation Project A – (Page 30)
- I. Consider Capital Project Ordinance – Sewer Remediation Project A – (Page 31)

**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.)**

- A. Consider Endorsement for Sanford Building Integrated Communities Action Plan for Immigrant Integration – (Pages 32 – 43)
- B. Consider Award of Bid for Wastewater Treatment Plant Storage Building – (Page 44)
- C. Update on Google – (Page 45)
- D. Information on Halloween Hours – (Page 46)
- E. Discussion Regarding 911 Emergency Preparedness Protocol – (Page 47)

**12. OTHER BUSINESS**

**13. ADJOURNMENT**

**REIMBURSEMENT RESOLUTION**  
**STREETSCAPE CAPITAL PROJECT**

**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 financing proceeds to restore the unit's funds when the unit makes capital expenditures prior to closing on a bond issue or other financing.

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

Section 1: The project authorized is for the streetscape project to include an additional amount of \$25,000.

Section 2: The project is to be financed. Currently, the expected type of financing is installment purchase proceeds and the expected maximum amount of installment purchase proceeds to be issued or contracted for the project is \$1,975,000.

Section 3: Funds that have been advanced, or may be advanced, from the General Fund for project costs are intended to be reimbursed from the financing 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 18th day of October, 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 2016-2017**

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 2016-24 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 2016-2017.

**GENERAL FUND  
APPROPRIATION OF FUNDS**

	<b>REVENUES</b>		<b>EXPENDITURES</b>	
100045 54000	Fund Balance Appropriation	25,000	10016650 66033	Contribution Capital Project
	<b>Total Appropriation</b>	<b><u>\$ 25,000</u></b>		25,000

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

ADOPTED this, the 18th day of October, 2016.

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

ATTEST:

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

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

**2016-2017 BUDGET ORDINANCE AMENDMENT**

**GENERAL FUND**

**Appropriation of Funds** - results in increasing of budget

**Revenues**

Fund Balance Appropriation	25,000	To appropriate fund balance for item described below
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**Expenditures**

Contribution Capital Project	25,000	To advance funds to the streetscape project for drainage improvements in Jonesboro
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**CAPITAL PROJECT ORDINANCE AMENDMENT**

**STREETSCAPE**

**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, capital project ordinance numbers 2014-10, 2015-11, 2015-14, 2015-20, 2016-05, and 2016-40 are hereby amended:

Section 1: The project authorized is for the costs of streetscape and pedestrian improvements in the downtown area of the City of Sanford and the Jonesboro area of the City of Sanford, including providing related landscaping and lighting, relocating utilities and the acquisition of land and rights-of-way in land required therefore.

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

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

Construction \$ 25,000

Section 4: The following revenues are anticipated to be available to complete this project:

Contribution from General Fund \$ 25,000

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 bond agency, state regulations, and the loan documents.

Section 6: Funds may be advanced from the General Fund for the purpose of making payments as due. Reimbursement request should be made to the bond agency and 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 18th day of October, 2016.

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

ATTEST:

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

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

\$250 FEE + Notice Fee



# Zoning Map Amendment (Rezoning) Application

Circle Jurisdiction That Applies:

City of Sanford

Lee County

Town of Broadway

1. Applicant Name: INSITE REAL ESTATE, LLC (DAN UEBELHOL - CONTACT)
2. Applicant Address: 1400 16th STREET, SUITE 300 OAK BROOK, IL 60523
3. Applicant Telephone: 630.617.9151
4. Name and Address of Property Owner(s) if different than applicant:  
RONALD MCNEILL  
2326 JEFFERSON DAVIS HWY SANFORD, NC 27332
5. Location of Subject Property: 2814 ROSSEL RD.  
Lee Co. P.I.N. 965290129200, 965290145100
6. Total Area included in Rezoning Request: 2.36 Acres (0.98 + 1.38).
7. Zoning Classification: Current: R-20 Requested: C-2
8. Existing Land Use(s): AGRICULTURAL / VACANT
9. Reason(s) for Requesting a Zoning Map Amendment (Rezoning): DEVELOPMENT OF VACANT LOT(S) FOR CONSTRUCTION OF A NEW COMMERCIAL / RETAIL BUILDING WITH ASSOCIATED UTILITIES AND PARKING.
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 Sanford/Lee County Planning & Development Department.

Dan Uebelhol DAN UEBELHOL (APPLICANT) 8.29.16.

Signature of Property Owner(s) (Sign & Print) \_\_\_\_\_ Date \_\_\_\_\_

### Required Attachments/Submittals

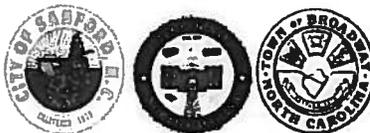
- A. A completed rezoning application (incomplete applications/submittals will not be accepted or processed).
- B. A copy of a current Lee County Tax Map illustrating the location of the area to be rezoned. If the exterior boundary of the area to be rezoned does not follow along existing property boundaries, then the applicant shall be required to submit a metes and bounds (legal) description describing the area requested for rezoning.
- C. A copy of the latest deed for the subject property as recorded at the Lee County Register of Deeds Office.
- D. A \$250.00 Application fee, payable to the City of Sanford is required before processing the application.
- E. \*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 \$100.00 fee (\$350 total fee for Conditional Zoning).
- F. The submission deadline is the 2nd Friday of each month at 12:00pm/noon for the rezoning to be heard the following month.

### STAFF USE ONLY

Date Received: \_\_\_\_\_ Fee Paid: \_\_\_\_\_ Application No.: \_\_\_\_\_

Staff Signature: \_\_\_\_\_ Energov Case No.: \_\_\_\_\_

\$250 FEE + Notice Fee (fee paid)



# Zoning Map Amendment (Rezoning) Application

Circle Jurisdiction That Applies:

City of Sanford

Lee County

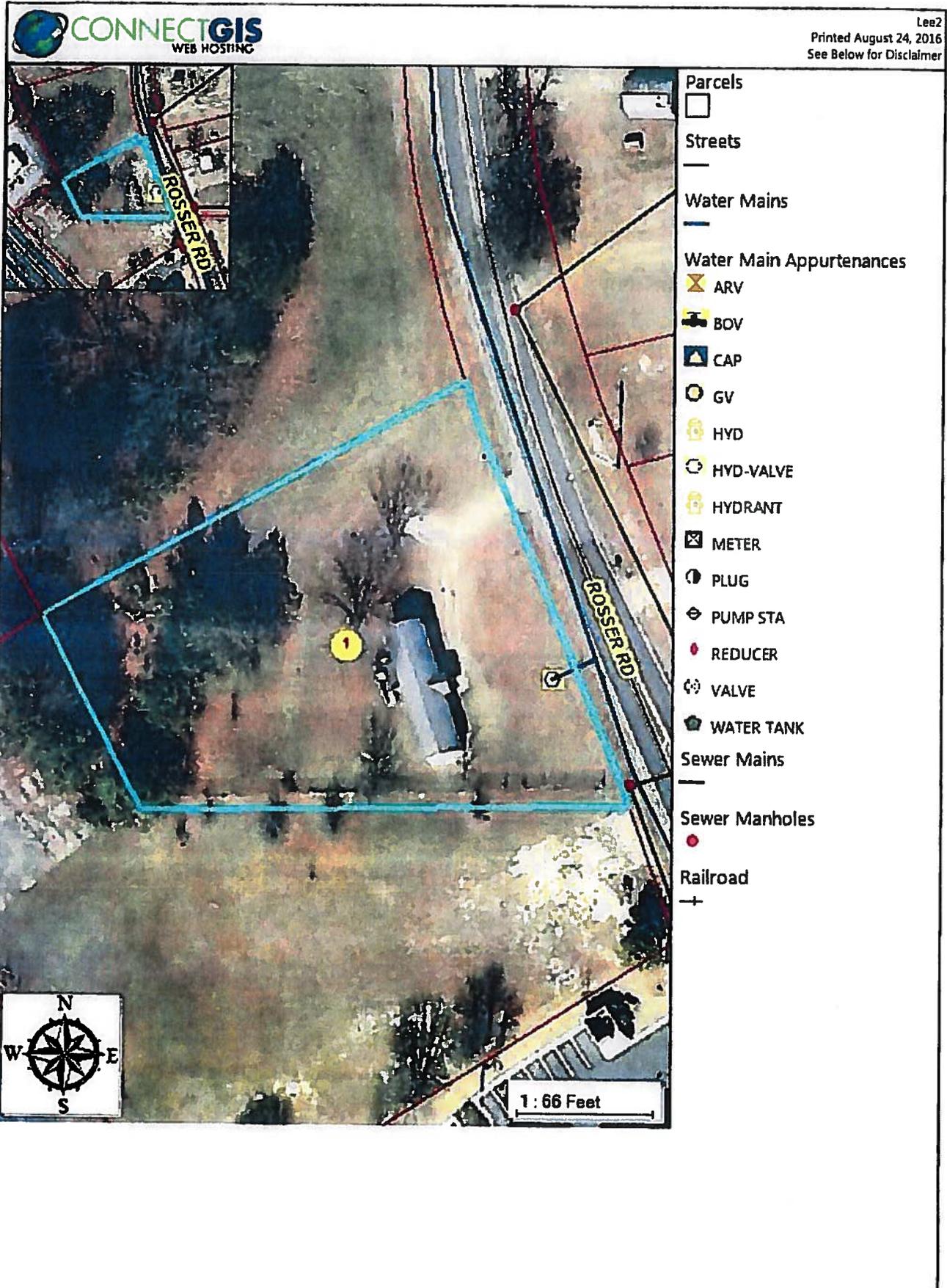
Town of Broadway

1. Applicant Name: InSite Real Estate, LLC (Dan Uebelhor – Contact)
2. Applicant Address: 1400 16<sup>th</sup> Street, Suite 300 Oak Brook, IL 60523
3. Applicant Telephone: 630-617-9151
4. Name and Address of Property Owner(s) if different than applicant: Ronald McNeill, 2326 Jefferson Davis Hwy, Sanford, NC 27332
5. Location of Subject Property: 2814 Rosser Road  
Lee Co. P.I.N. 9652-90-1292-00 and 9652-90-~~1451~~-00 <sup>9952</sup>
6. Total Area included in Rezoning Request: 2.36 Acres (.98 + 1.38)
7. Zoning Classification: Current: R-20 Requested: C-2
8. Existing Land Use(s): agricultural / vacant
9. Reason(s) for Requesting a Zoning Map Amendment (Rezoning): Development of vacant lot(s) for construction of a new commercial /retail building with associated utilities and parking.
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 Sanford/Lee Zoning & Design Review Department.*

<u>Harold L. McNeill</u>	<u>9-15-16</u>
<u>Harold L. McNeill</u>	
<u>Ronald McNeill</u>	<u>9/19-16</u>
<u>Ronald McNeill</u>	
<u>Estate of Mary Evelyn McNeill.</u>	
<u>By James Ronald McNeill, Executor</u>	<u>9/19/16</u>
<u>Charles McNeill</u>	
<u>Charles McNeill</u>	<u>9/19/16</u>
<u>RUTH M. MORRIS</u>	
<u>Ruth M. Morris</u>	<u>9-19-16</u>
Signature of Property Owner(s) (Sign & Print)	Date

Note: The information on this form was transferred by Amy J. McNeill of the Zoning & Design Review Dept. from the original rezoning application submitted by Mr. Dan Uebelhor of InSite Real Estate, LLC dated August 29, 2016, a copy of which is attached for reference.



<b><u>PIN</u></b> 9652-90-1292-00	<b><u>Acres</u></b> 0.84104308	<b><u>Parcel Address</u></b> 0 ROSSER RD
<b><u>PARID</u></b> 965290129200	<b><u>Appraised Land</u></b> 10900	<b><u>Appraised Building</u></b> 0
<b><u>Book</u></b> 596	<b><u>Page</u></b> 732	<b><u>Tax District</u></b> CSF
<b><u>Subdivision</u></b>	<b><u>Subdivision Number</u></b>	<b><u>Legal 1</u></b> 2814 ROSSER RD (TRACT 3)
<b><u>Legal 2</u></b> PLAT 2015/143	<b><u>Legal 3</u></b>	<b><u>Owner</u></b> MCNEILL, RONALD
<b><u>Owner2</u></b>	<b><u>Mail Address</u></b> 2326	<b><u>Mail Suffix</u></b>
<b><u>Mail Street Dir</u></b>	<b><u>Mail Street</u></b> JEFFERSON DAVIS	<b><u>MAILADRSUF</u></b> HWY
<b><u>Mail City</u></b> SANFORD	<b><u>Mail State</u></b> NC	<b><u>Mail Zip</u></b> 27332
<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> 1/3/1997 12:00:00 AM	<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> 796.795025447483
<b><u>Appraised Total</u></b> 10900	<b><u>Out BLDG Area</u></b> 0	<b><u>Dwelling SFLA</u></b> 0
<b><u>OBJECTID 12</u></b> 31270		

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Lee2  
Printed August 24, 2016  
See Below for Disclaimer



- Parcels  
□
- Streets  
—
- Water Mains  
—
- Water Main Appurtenances
  - ARV
  - BOV
  - CAP
  - GV
  - HYD
  - HYD-VALVE
  - HYDRANT
  - METER
  - PLUG
  - PUMP STA
  - REDUCER
  - VALVE
  - WATER TANK
- Sewer Mains  
—
- Sewer Manholes  
●
- Railroad  
—+

<b><u>PIN</u></b> 9652-90-9952-00	<b><u>Acres</u></b> 33.59	<b><u>Parcel Address</u></b> 0 ROSSER RD
<b><u>PARID</u></b> 965290995200	<b><u>Appraised Land</u></b> 0	<b><u>Appraised Building</u></b> 0
<b><u>Book</u></b> 1408	<b><u>Page</u></b> 941	<b><u>Tax District</u></b> CSF
<b><u>Subdivision</u></b>	<b><u>Subdivision Number</u></b>	<b><u>Legal 1</u></b> TRACT 2
<b><u>Legal 2</u></b> PLAT 2015/143	<b><u>Legal 3</u></b> DB 35/483, 53/352, 998/511, 95-E-43	<b><u>Owner</u></b> MORRIS, RUTH M
<b><u>Owner2</u></b>	<b><u>Mail Address</u></b> 2801	<b><u>Mail Suffix</u></b>
<b><u>Mail Street Dir</u></b>	<b><u>Mail Street</u></b> ROSSER	<b><u>MAILADRSUF</u></b> RD
<b><u>Mail City</u></b> SANFORD	<b><u>Mail State</u></b> NC	<b><u>Mail Zip</u></b> 27330
<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> 12/21/2015 12:00:00 AM	<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> 6758.45628625257
<b><u>Appraised Total</u></b> 0	<b><u>Out BLDG Area</u></b> 0	<b><u>Dwelling SFLA</u></b> 0
<b><u>OBJECTID 12</u></b> 31464		

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.

2016-09-01

**Sanford City Council and Sanford Planning Board  
Public Hearing Information  
Application #555-2016-1001 to Amend the City of Sanford Zoning Map  
October 18, 2016**

**APPLICANT:** InSite Real Estate, LLC

**PROPERTY OWNERS:** Ronald McNeill and Ruth M. Morris, per GIS

**REQUEST:** Rezone from Residential Single-family (R-20) to General Commercial (C-2)

**LOCATION:** 2814 Rosser Road and a 1.38 ± portion of an adjoining tract of land to the north

**TOWNSHIP:** Jonesboro

**TAX PARCEL NO.:** 9652-90-1292-00 and a portion of 9652-90-9952-00

**ADJACENT ZONING:**

North: Residential Single-family (R-20)  
South: General Commercial (C-2) and Light Industrial (LI)  
East: Residential Single-family (R-20) and General Commercial (C-2)  
West: Light Industrial (LI) and General Commercial (C-2)

**Site and Area Description**

The property to be rezoned consists of a total of 2.36± acres of land that includes a vacant 0.98 ± lot formerly developed with a single-wide mobile home addressed as 2814 Rosser Road and a 1.38 ± portion of an adjoining tract of land. The subject property is also identified as Tracts 3 and 2 on a survey map recorded in Plat Cabinet 2015, Slide 143 of the Lee County Register of Deeds Office. The subject property is on the west side of Rosser Road and has approximately 422 feet of public street frontage on Rosser Road.

**Surrounding Land Uses**

The subject property lies northwest of Capital Bank and Lowes home improvement center and east of Payless shoe store. The property also adjoins a 1.37 acre tract of land that is developed with a commercial lease building currently occupied by a Starbucks coffee shop and a Mattress Firm store.

**Staff Analysis and Information**

The subject property is zoned Residential Single-family (R-20). The Residential Single-family (R-20) district is established to provide areas for low-density single-family uses, with a maximum of two dwelling units per acre, which may provide buffers between the agricultural and the higher density areas. It includes density and minimum lot size requirements in order to allow for market and design flexibility while preserving the neighborhood character. The dimensional requirements of the R-20 district include a minimum lot width of 100 feet, a minimum lot depth of 125 feet, a minimum lot size of 20,000 square feet, with principal building setbacks of 30 feet from a street right-of-way, 30 feet from the rear property line and 15 feet

2016-09-01

from the side property lines. The R-20 district has a maximum building height of 40ft. A list of permitted uses for the R-20 district is included within the agenda for your reference.

The General Commercial (C-2) district 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. C-2 zones should be located on or within proximity to major thoroughfares. This shall not apply where an existing building or structure used as permitted within the C-2 District has been established prior to the adoption of this Ordinance on a parcel subject to an application for rezoning. 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. There is no maximum building height in C-2. A list of permitted uses for the C-2 district is included within the agenda for your reference.

#### **Utilities**

The subject property appears to have access to public water and sanitary sewer. If the rezoning is approved, all new development that proposes to connect to public water or sewer must be approved by the City of Sanford Public Works Department to verify compliance with all applicable regulations.

#### **Transportation**

The subject property has approximately 422 feet of road frontage on Rosser Road (SR1520), which is a NCDOT maintained public street with a 60 feet right-of-way. All new development that proposes to connect to Rosser Road must be approved by NCDOT to verify compliance with all applicable regulations.

The 2007 Lee County Comprehensive Transportation Plan does not recommend improvements for Rosser Road. There is a 2011 traffic count of 3,800 vehicle per day approximately 70 feet south of the site, near the Capital Bank driveway onto Rosser Road.

#### **Environmental & Local Overlay Districts**

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

#### **Development Standards**

If rezoned, all of the uses permitted in the Residential Single-family (R-20) 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.

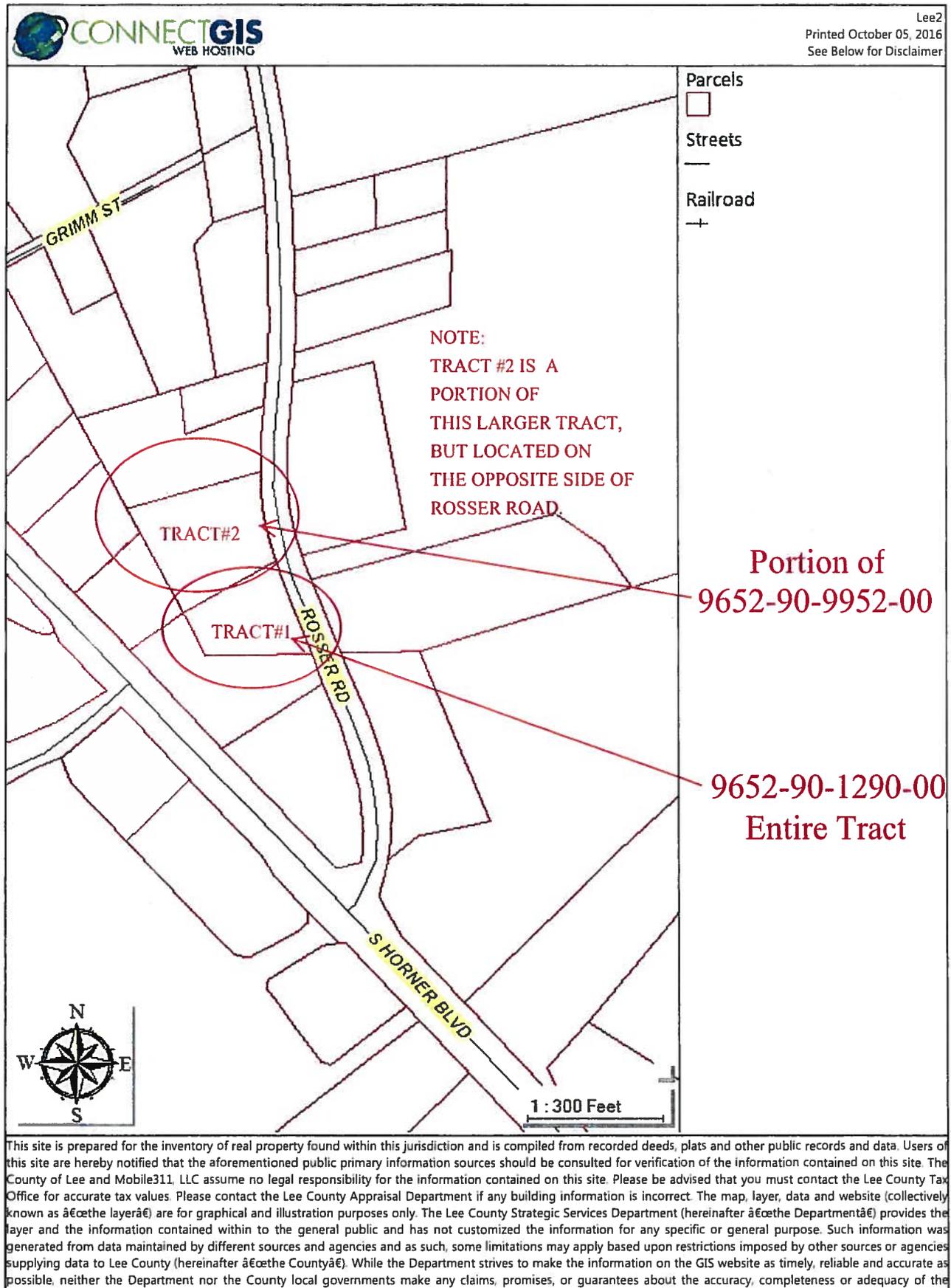
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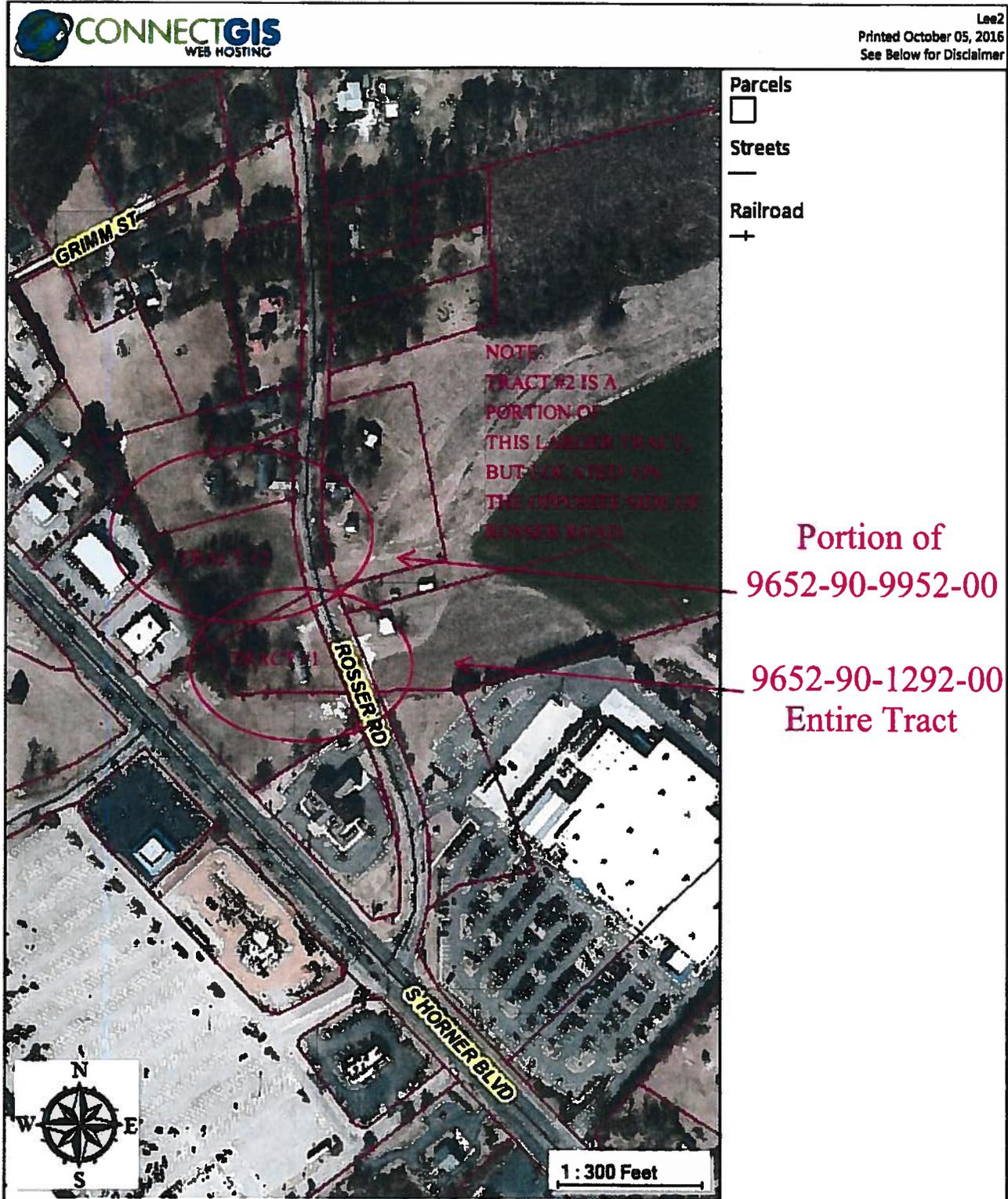
**Conformance with the 2020 Land Use Plan**

The 2020 Land Use Plan identifies the site as being within a Highway Overlay District, which is intended to designate areas with a high level of design and development standards along major transportation corridors or major highways.

**Recommendation from Planning & Development Staff**

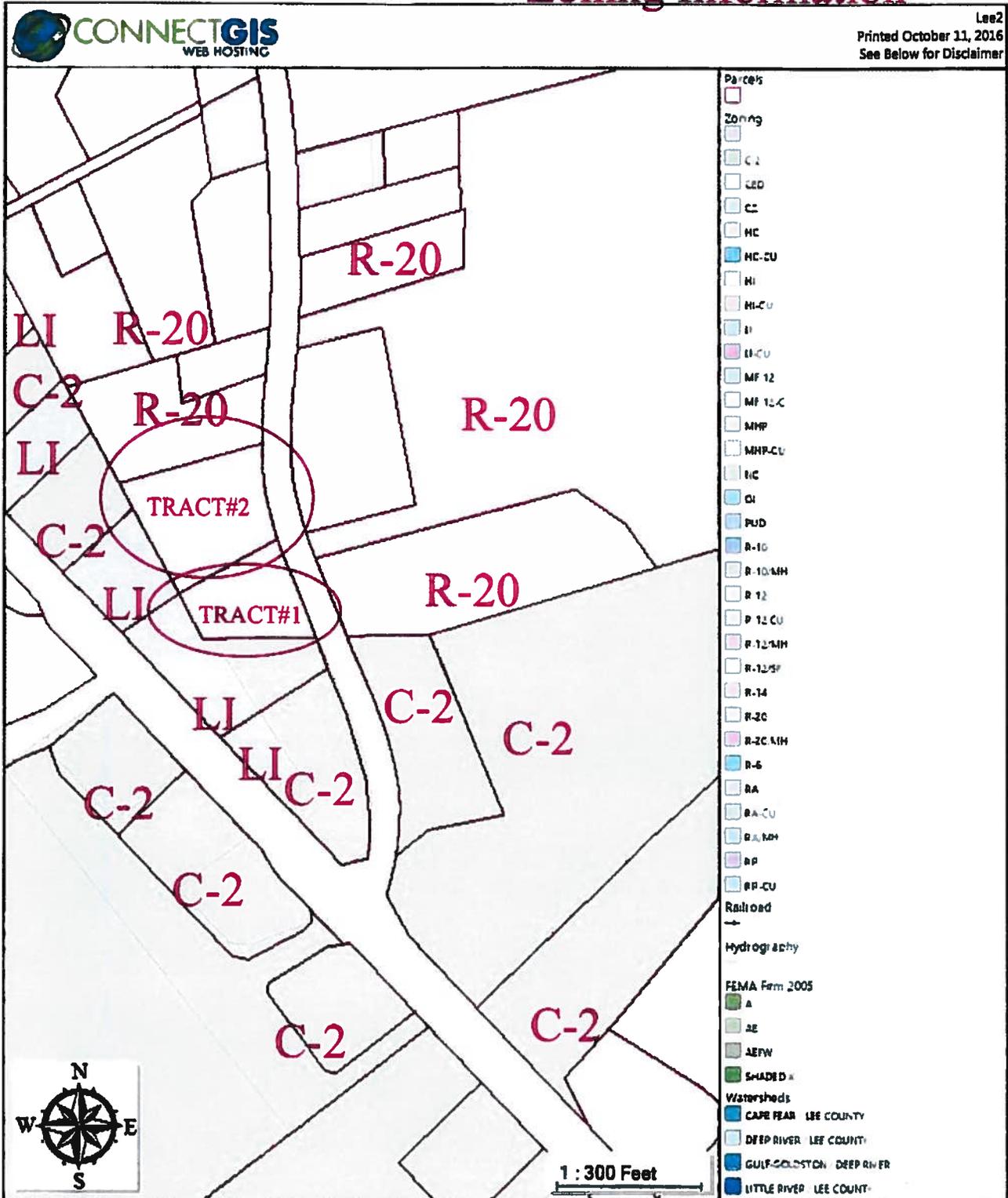
Planning & Development staff recommends that the boards support this rezoning request. In making this recommendation, staff finds that rezoning this property from residential to commercial appears to be consistent with the adopted comprehensive plan (2020 Land Use Plan). Also, this request appears to be reasonable and in the public interest based on the character of the area, with commercial zoning & development located on the adjoining lots to the south which front S. Horner Blvd, the proximity of the site to the main thoroughfare in Sanford (Horner Blvd), and the availability of public utilities. Please note that information presented at the public hearing should also be considered regarding a final decision on the requested zoning map amendment.





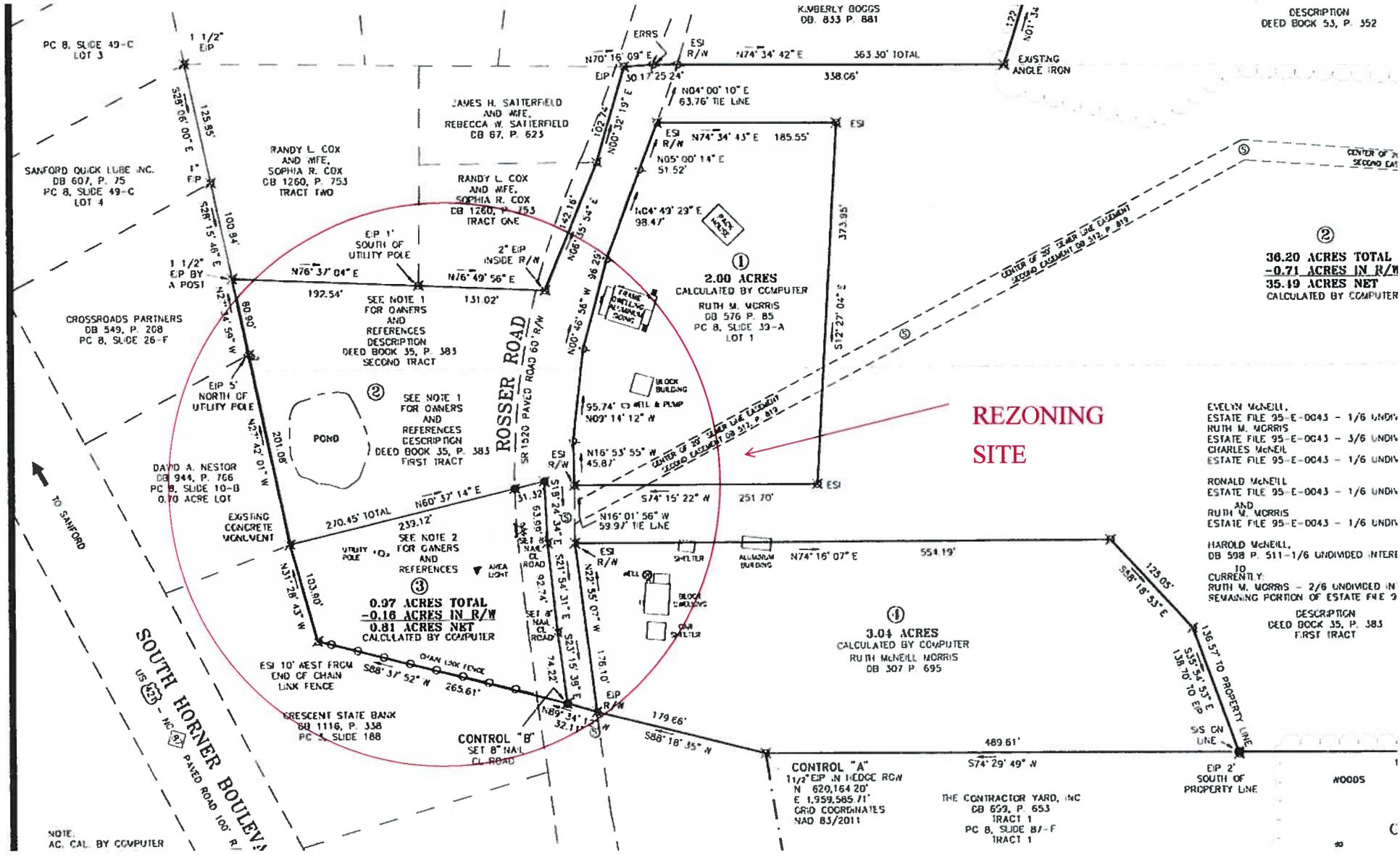
This site is prepared for the inventory of real property found within this jurisdiction and is compiled from recorded deeds, plats and other public records and data. Users of this site are hereby notified that the aforementioned public primary information sources should be consulted for verification 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

# Zoning Information



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NOTE:  
AC. CAL. BY COMPUTER

②  
**36.20 ACRES TOTAL**  
**-0.71 ACRES IN R/W**  
**35.49 ACRES NET**  
CALCULATED BY COMPUTER

EVELYN McNEILL,  
ESTATE FILE 95-E-0043 - 1/6 UNDIV.  
RUTH W. McRRIS  
ESTATE FILE 95-E-0043 - 3/6 UNDIV.  
CHARLES McNEIL  
ESTATE FILE 95-E-0043 - 1/6 UNDIV.  
  
RONALD McNEILL  
ESTATE FILE 95-E-0043 - 1/6 UNDIV.  
AND  
RUTH W. McRRIS  
ESTATE FILE 95-E-0043 - 1/6 UNDIV.  
  
HAROLD McNEILL,  
DB 598 P. 511 - 1/6 UNDIVIDED INTERE  
TO  
CURRENTLY:  
RUTH W. McRRIS - 2/6 UNDIVIDED IN  
REMAINING PORTION OF ESTATE FILE 9

DESCRIPTION  
DEED BOOK 35, P. 383  
FIRST TRACT

④  
**3.04 ACRES**  
CALCULATED BY COMPUTER  
RUTH McNEILL MORRIS  
DB 307 P. 695

CONTROL "A"  
1 1/2" EIP IN HEDGE ROW  
N 620,164 20'  
E 1,959,585 71'  
GRID COORDINATES  
NAD 83/2011

THE CONTRACTOR YARD, INC  
DB 659, P. 653  
TRACT 1  
PC B, SLIDE B7-F  
TRACT 1

**REZONING  
SITE**

## **R-20, RESIDENTIAL SINGLE-FAMILY 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 5.1)
<b><u>Residential Uses</u></b>
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>
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>
Home Occupations (See Section 5.16)
Travel Trailer / Recreational Vehicle / Motor Home / Camper, to be used as a Temporary Residence (Unincorporated Lee County and ETJ areas of Sanford and Broadway)

<b><u>Accommodations and Group Living</u></b>
Family Care Homes (See NCGS 168-21) (See 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>Art, Recreation &amp; Entertainment</u></b>
Stable, Accessory to Dwelling
<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 that 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>
Dormitories for the students of colleges, commercial schools, staff of hospitals
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 Services, (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>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)
Day Care Facility, Adult (See Section 5.38)
<b><u>Transportation, Communication, and Utilities</u></b>
Solar Collectors, Commercial (See Section 5.39)
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, statuaries, 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, statuaries, 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: InSite Real Estate, LLC  
 REQUEST: Rezone 2.36+ from R-20 to C-2  
 LOCATION: 2814 Rosser Road and a 1.38 + acre portion of an adjoining vacant tract of land  
 PINS: 9652-90-1292-00 and a 1.38 + acre portion of 9652-90-9952-00

No.	PIN	PROP ADDR	OWNER 1	OWNER2	M #	MAIL ST	MAILCITY	ST	ZIP
01	9652-90-1057-00	2905 S HORNER BLVD	2905 S HORNER BLVD	-	1400	16 <sup>th</sup> Street, Suite 300	Oak Brook	IL	60523
02	9651-99-3859-00	2917 S HORNER BLVD	CAPITAL BANK NATIONAL ASSOCIATION	-	150	ALHAMBRA Circle	CORAL GABLES	FL	33134
03	9652-90-6299-00	2813 ROSSER RD	MORRIS, RUTH MCNEILL	-	2801	Rosser Road	SANFORD	NC	27332
04	9651-99-5984-00	(V) ROSSER RD Parking lot for Lowes Home Improvement at 3015 S. Horner Blvd	THE CONTRACTOR YARD INC	-	-	PO BOX 1000	MOORESVILLE	NC	28115
05	9662-00-1085-00	3015 HORNER BLVD	THE CONTRACTOR YARD INC	-	-	PO BOX 1000	MOORESVILLE	NC	28115
06	9662-10-3327-00	(V) HORNER BLVD	MCGEE, LAURA STONE (HEIRS)	-	621	23 <sup>rd</sup> Street NW	NAPLES	FL	34120
07	9662-11-7367-00	(V) BROADWAY RD	BROADWAY ROAD LLC	-	1144	BROADWAY RD	SANFORD	NC	27332
08	9652-91-9408-00	2603 ROSSER RD	SOULE, LEROY JAMES	SOULE, JANE ROSSER	2603	ROSSER RD	SANFORD	NC	27332
09	9652-91-5166-00	(V) ROSSER RD	YOUNGBLOOD, RYAN MICHAEL	-	16123	OLMSTEAD LN	WOODBIDGE	VA	22191
10	9652-91-3181-00	2701 ROSSER RD	YOUNGBLOOD, RYAN MICHAEL	-	16123	OLMSTEAD LN	WOODBIDGE	VA	22191
11	9652-91-4073-00	2705 ROSSER RD	GREATHOUSE, JAMES E	-	2705	ROSSER RD	SANFORD	NC	27332
12	9652-90-4983-00	2709 ROSSER RD	BOGGS, ALBERT STEVE	BOGGS, KIMBERLY S	1146	THOMAS KELLY RD	SANFORD	NC	27330
13	9652-90-4508-00	2801 ROSSER RD	MORRIS, RUTH M	-	2801	ROSSER RD	SANFORD	NC	27332
14	9652-90-1984-00	2708 ROSSER RD	GREAT HOPE PROPERTIES LLC	-	-	PO BOX 1248	SANFORD	NC	27331
15	9652-90-1741-00	2716 ROSSER RD	SATTERFIELD, JAMES R	SATTERFIELD, REBECCA W	2716	ROSSER RD	SANFORD	NC	27332
16	9652-90-0539-00	2800 ROSSER RD	COX, RANDY L	COX, SOPHIA R	229	LAKE PARK CIR	SMITHFIELD	NC	27577
17	9652-80-8431-00	2831-2839 S HORNER BLVD	CROSSROAD PARTNERS LLC	-	-	PO BOX 49	SPRING LAKE	NC	28390
18	9652-80-9257-00	2901 S HORNER BLVD	NESTOR, DAVID A	-	-	PO BOX 103	SANFORD	NC	27331
	APPLICANT:	InSite Real Estate, LLC	Mr. Dan Uebelhor	-	1400	16 <sup>th</sup> Street, Suite 300	Oak Brook	IL	60523
	PROPERTY OWNERS:	Harold L. McNeill	-	-	1123	Shipwatch Circle	Tampa	FL	33602
		*Ronald McNeill	2326 Jefferson Davis Hwy	-	2326	Jefferson Davis Hwy	SANFORD	NC	27332
		*James Ronald McNeill	*Executor of the Mary Evelyn McNeill Estate	-	2326	Jefferson Davis Hwy	SANFORD	NC	27330
		Charles McNeill	-	-	2100	Lakehill Drive	SANFORD	NC	27330
		Ruth M. Morris	-	-	2801	Rosser Rd	SANFORD	NC	27332

(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 Wednesday, October 5, 2016.

**555-2016-1001**

1. Application by InSite Real Estate, LLC to rezone 2.36 ± acres of land with frontage on Rosser Road from the current zoning of Residential Single-family (R-20) to General Commercial (C-2). The subject property is all of a 0.98 ± acre tract of land, addressed as 2814 Rosser Road, identified as Tax Parcel 9652-90-1292-00 and a 1.38 ± portion of an adjoining tract of land identified as Tax Parcel 9652-90-9952-00, both of which are depicted on Lee County Tax Map 9652.20. The subject property is also identified as Tracts 3 and 2 on a survey map recorded in Plat Cabinet 2015, Slide 143 of the Lee County Register of Deeds Office.

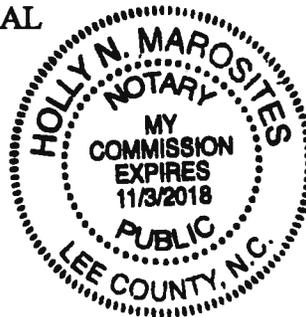
Signature: Amy J. McNeill Date: 2016.10.06  
 Title: DESIGN REVIEW COORDINATOR

Lee County, North Carolina

I, Holly N. Marosites, a Notary Public for Lee County and State of North Carolina do hereby certify that Amy J. 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 6<sup>th</sup> day of October, 2016.

Holly N. Marosites  
 Notary Public Signature

My Commission expires 11/3/2018 (SEAL



# Sanford/Lee County

Planning and Development  
P.O. Box 3729, Sanford, N.C. 27331-3729

October 5, 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, October 18, 2016, in the Council Chambers of the Sanford Municipal Center, 225 East Weatherspoon Street, Sanford, N.C. The Boards will consider one (1) application to amend the Official Zoning Map of Sanford, NC. The hearing will begin at 7:00 p.m. or as soon thereafter as deemed practical by the City Council. The rezoning application is described below:

1. Application by InSite Real Estate, LLC to rezone 2.36 ± acres of land with frontage on Rosser Road from the current zoning of Residential Single-family (R-20) to General Commercial (C-2). The subject property is all of a 0.98 ± acre tract of land, addressed as 2814 Rosser Road, identified as Tax Parcel 9652-90-1292-00 and a 1.38 ± portion of an adjoining tract of land identified as Tax Parcel 9652-90-9952-00, both of which are depicted on Lee County Tax Map 9652.20. The subject property is also identified as Tracts 3 and 2 on a survey map recorded in Plat Cabinet 2015, Slide 143 of the Lee County Register of Deeds Office.

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

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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

**AN ORDINANCE AMENDING THE ANNUAL OPERATING BUDGET  
OF THE CITY OF SANFORD FY 2016-2017**

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 2016-24 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 2016-2017.

**GENERAL FUND  
APPROPRIATION OF FUNDS**

<b>REVENUES</b>			<b>EXPENDITURES</b>		
100045 54000	Fund Balance Appropriation	25,000	10015000 00000	Public Building	25,000
<b>Total Appropriation</b>		<b><u>\$ 25,000</u></b>			

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

ADOPTED this, the 18th day of October, 2016.

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

ATTEST:

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

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

**2016-2017 BUDGET ORDINANCE AMENDMENT****GENERAL FUND****Appropriation of Funds - results in increasing of budget****Revenues**

Fund Balance Appropriation	25,000	To appropriate fund balance for item described below
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**Expenditures**

Public Building	25,000	To budget funds for asbestos removal at 809 Tryon Street (Old Jaycee Hut) and tree removal and pruning on First Street properties
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**RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SANFORD  
AIA GRANT RECIPIENT**

**WHEREAS,** The North Carolina General Statutes Chapter 159G has created Asset Inventory and Assessment grants to assist eligible units of government with meeting their water infrastructure needs, and

**WHEREAS,** The North Carolina Department of Environmental Quality has offered a State Reserve Grant in the amount of \$150,000 to perform asset inventory and assessment work, and

**WHEREAS,** The City of Sanford intends to perform said project in accordance with the agreed scope of work,

**NOW THEREFORE BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF SANFORD:**

That City of Sanford, does hereby accept the State Reserve Grant offer of \$150,000 for the Wastewater Systems Asset Inventory and Assessment project.

That the City of Sanford does hereby give assurance to the North Carolina Department of Environmental Quality that any Conditions or Assurances contained in the Award Offer will be adhered to.

That **T. Chet Mann, Mayor**, the Authorized Official, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project; to make assurances as contained above; and to execute such other documents as may be required by the Division of Water Infrastructure.

Adopted this the \_\_\_\_ day of October, 2016 at Sanford, North Carolina.

---

T. Chet Mann, Mayor

---

Bonnie D. Davis, City Clerk

**CERTIFICATION BY RECORDING OFFICER**

The undersigned duly qualified and acting City Clerk of the City of Sanford does hereby certify:  
That the above/attached resolution is a true and correct copy of the resolution authorizing the filing of an application with the State of North Carolina, as regularly adopted at a legally convened meeting of the City Council of the City of Sanford duly held on the \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_; and, further, that such resolution has been fully recorded in the journal of proceedings and records in my office. IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

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

STATE OF NORTH CAROLINA  
DEPARTMENT OF ENVIRONMENTAL QUALITY  
DIVISION OF WATER INFRASTRUCTURE

**State Loan or Grant Offer and Acceptance**

This Offer must be accepted, if at all, within forty-five (45) days of receipt.

This Offer is made subject to the attached Standard Conditions and Assurances

**Legal Name and Address of Award Recipient**

City of Sanford  
Post Office Box 3729  
Sanford, North Carolina 27331

**Funding Program**

- Drinking Water  Wastewater
- State Revolving Fund (SRF)
- State Reserve Loan (SRL)
- State Emergency Loan (SEL)
- State Reserve Grant (SRG)
- Asset Inventory and Assessment Grant
- Merger Regionalization Feasibility Grant

**State Project Number:** E-AIA-W-16-0037

**Project Description:**

Asset Inventory and Assessment Project

**Total Financial Assistance Offer** \$ 150,000

**Match Percentage**  
(includes 1.5% Grant Fee): 10%

1.5% Grant Fee: \$2,250

Pursuant to North Carolina General Statute 159G:

- The recipient is eligible under State law,
- The project is eligible under State law, and
- The project has been ranked and determined by the State Water Infrastructure Authority to be eligible to receive a grant,

The Department of Environmental Quality, acting on behalf of the State of North Carolina, hereby offers the financial assistance described in this document.

For The State of North Carolina:

**Kim H. Colson, P.E., Director, Division of Water Infrastructure  
North Carolina Department of Environmental Quality**

 Signature	9/29/16 Date
--	-----------------

On Behalf of:

Name of Representative in Resolution: \_\_\_\_\_

Title (Type or Print): \_\_\_\_\_

I, the undersigned, being duly authorized to take such action, as evidenced by the attached CERTIFIED COPY OF AUTHORIZATION BY THE RECIPIENT'S GOVERNING BODY, do hereby accept this State Grant offer and accept the conditions.

_____ Signature	_____ Date
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**STANDARD CONDITIONS FOR ASSET INVENTORY AND ASSESSMENT GRANTS**

1. The recipient acknowledges that no disbursements will be made until the grant fee has been received by the Division of Water Infrastructure.
2. The recipient acknowledges that no disbursements will be made until applicable service agreements or contracts are submitted. The description of work listed on invoices must be included in the scope of work shown on the agreements or contracts.
3. The required grant match must be documented to receive the full amount of this financial assistance offer. The grant match is a percentage of the financial assistance offer amount.
4. All funds provided pursuant to North Carolina General Statute 159G shall be expended solely for carrying out the approved project and an audit shall be performed in accordance with G.S. 159-34, as amended. **The recipient will expend all of the requisitioned funds for the purpose of paying the costs of the project within three (3) banking days following the receipt of the funds from the State.** Please note that the State is not a party to any contract(s) and the grant recipient is expected to uphold its contract obligations regarding timely payment.
5. Partial disbursements will be made promptly upon request, subject to adequate documentation of incurred eligible costs and grant match, and subject to the recipient's compliance with the conditions of this grant. Requests for reimbursement must be made using the Division of Water Infrastructure's reimbursement form.
6. The recipient must provide a digital copy of the Asset Inventory and Assessment products in a universally readable format.
7. The recipient must provide an executive level summary of the work performed, any conclusions made, and the next steps to be taken as a result of this work.
8. The recipient must provide approved minutes or a resolution confirming the completed Asset Inventory and Assessment work has been presented to the recipient's governing board.
9. A maximum of 95% of the grant will be paid prior to receipt of the documentation described in Standard Condition Nos. 6, 7, and 8. After receipt of this documentation, final payment will be made once it is requested.

**AN ORDINANCE AMENDING THE ANNUAL OPERATING BUDGET  
OF THE CITY OF SANFORD FY 2016-2017**

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 2016-24 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 2016-2017

**UTILITY FUND  
TRANSFER OF FUNDS**

**Transfer from the Following Accounts:**

**Transfer to the Following Accounts:**

30098280 64500	Sewer Capital	15,000			
	<b>Total Appropriation</b>	<b><u>\$ 15,000</u></b>		30096650 66033	15,000
				Contribution - Capital Project	

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

ADOPTED this, the 18th day of October, 2016.

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

ATTEST:

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

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

**2016-2017 BUDGET ORDINANCE AMENDMENT****UTILITY FUND****Transfer from the Following Funds - results in decreasing of budget**

Sewer Capital	15,000	To transfer sewer rehabilitation funds into project described below
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**Transfer to the Following Funds - results in increasing of budget**

Contribution-Capital Project	15,000	Funds required for the Water Infrastructure State Grant No. E-AIA-W-16-0037 for the Wastewater Asset Inventory and Assessment Management Project
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**GRANT PROJECT ORDINANCE**

**WASTEWATER ASSET INVENTORY AND ASSESSMENT MANAGEMENT**

**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 grant project ordinance is hereby adopted:

Section 1: The project authorized is for Wastewater Asset Inventory and Assessment Management to be financed through state grant and reserves.

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

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

Wastewater Asset Inventory and Assessment Management Project       \$ 165,000

Section 4: The following revenues are anticipated to be available to complete this project:

Contribution from Utility Fund   \$ 15,000  
State Grant Project No. E-AIA-W-16-0037   \$ 150,000

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 grantor agency, the grant agreements, 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 grantor agency 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 grant 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 grant 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 18th day of October, 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 2016-2017**

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 2016-24 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 2016-2017.

**UTILITY FUND  
TRANSFER OF FUNDS**

**Transfer from the Following Accounts:**

30098280 67440 Sewer Capital 1,000,000

**Total Appropriation**

**Transfer to the Following Accounts:**

30096650 66033 Contribution - Capital Projects 1,000,000

**\$ 1,000,000**

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

ADOPTED this, the 18th day of October, 2016.

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

ATTEST:

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

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

**2016-2017 BUDGET ORDINANCE AMENDMENT****UTILITY FUND****Transfer from the Following Funds - results in decreasing of budget**

Sewer Capital	1,000,000	To transfer funds budgeted for sewer capital improvements into contribution to capital project
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**Transfer to the Following Funds - results in increasing of budget**

Contribution - Capital Projects	1,000,000	To move funds into Industrial Park Water and Sewer Capital Project (\$100,000); and Sewer Remediation Project A (\$900,000)
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**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 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 in the amount of \$100,000.

Section 2: The project is to be financed through loan proceeds and/or reserves 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 18th day of October, 2016.

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

ATTEST:

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

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

**CAPITAL PROJECT ORDINANCE AMENDMENT**  
**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 number 2016-31 is hereby amended:

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 to be financed through loans and/or reserves.

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:

Industrial Park Project	\$ 100,000
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Section 4: The following revenues are anticipated to be available to complete this project:

Transfer from Utility Fund	\$ 100,000
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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 18th day of October, 2016.

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

ATTEST:

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

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

**REIMBURSEMENT RESOLUTION**  
**SEWER REMEDIATION PROJECT A**

**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 financing proceeds to restore the unit's funds when the unit makes capital expenditures prior to closing on a bond issue or other financing.

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

Section 1: The project authorized is for Buffalo Outfall sewer project phase one to include an amount of \$900,000.

Section 2: The project is to be financed through loan proceeds and/or reserves and the expected maximum amount of funds needed 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 financing 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 18th day of October, 2016.

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

ATTEST:

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

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





## *MEMORANDUM*

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

**FROM:** Marshall Downey, Planning Director

**DATE:** October 18, 2016

**REF:** Consideration of endorsement for Sanford Building Integrated Communities Action Plan for Immigrant Integration

As you are aware, the City of Sanford was awarded a grant in 2014 to participate in the Building Integrated Communities (BIC) immigrant integration initiative in partnership with University of North Carolina at Chapel Hill. We are now at the end of the three-year collaboration between the City of Sanford and the statewide BIC initiative. Attached you will find:

- a memo as prepared by the BIC staff that summarizes the plan development process and the participants; and
- a copy of the final draft of the action plan.

The BIC staff will make a brief presentation to City Council regarding the action plan. City Council is asked to consider formal endorsement of the draft plan.

**Sanford Building Integrated Communities (BIC)  
Action Plan for Immigrant Integration**

**MEMO OF INTRODUCTION**

This action plan is proposed for city endorsement by the Planning Committee of the Sanford Building Integrated Communities (Sanford BIC) project. Sanford BIC is a three-year collaboration between the City of Sanford, the statewide [Building Integrated Communities](#) (BIC) initiative at the University of North Carolina at Chapel Hill (UNC-CH), and the following Sanford/Lee County residents and organization members:

SANFORD BIC PLANNING COMMITTEE

Rev. Miguel Aragón	Pastor, <i>Iglesia Presbiteriana Hispana de Sanford</i> (Hispanic Presbyterian Church of Sanford)
Oscar Baca	Assistant, City of Sanford Human Resources Department
Dcn. Bob Bridwell	Deacon, Catholic Charities of the Diocese of Raleigh and St. Stephen the First Martyr Roman Catholic Church
Zaida Cruz	Dispatcher, County of Lee Transit System
Marshall Downey, AICP*	Director, Sanford/Lee County Planning & Community Development Department
Rev. David Dudley	Pastor, Pocket Presbyterian Church
Dennis Duke, MSW	Bilingual District ELL Social Worker, Lee County Schools
Robert Finch	Community Coordinator, Lee County NAACP
Santiago Giraldo	Member, St. Stephen the First Martyr Roman Catholic Church
Ashley Graham	Health Education Supervisor, Lee County Health Department
Don Kovasckitz, GISP	Director, Sanford/Lee County Strategic Services
Kendra Martin	Executive Director, Lee County United Way
Rev. Erika Martinez Flores	Pastor, United Methodist Church; Executive Director, El Refugio/The Refuge Family Resource Center at Jonesboro United Methodist Church
Sidney "Sid" Morgan	Transportation Coordinator, County of Lee Transit System
Kelly Quiñones Miller	Public Information Officer, City of Sanford
Oscar E. Roberto, PhD	Board Vice Chair, El Refugio/The Refuge Family Resource Center at Jonesboro United Methodist Church; Finance Committee Chair, Morris Chapel United Methodist Church
Deb Taylor	Board Chair, El Refugio/The Refuge Family Resource Center at Jonesboro United Methodist Church
Maj. Jaime Thomas	Major of Field Operations, Sanford Police Department
Lynn Warren, PhD	Director of English as a Second Language (ESL) and Secondary Literacy, Lee County Schools
Zac West	Branch Executive Director, Lee County YMCA

\*Project Liaison for the City of Sanford

The actions outlined herein aim to leverage existing community and local government structures, expertise, and relationships to improve several community-identified issues with respect to

**government-community communications, police, and public transportation**, as well as to specifically support Hispanic/Latino **leadership and representation** within local government.

This plan was developed by the above-listed Planning Committee, as well as by several dedicated subcommittees as specified within, following a one-year, participatory assessment with immigrant communities in Lee County. This assessment incorporated a survey of more than 300 diverse members of Lee County's immigrant communities, including foreign-born residents from 14 countries of origin and the U.S.-born children of immigrants; three bilingual public meetings and discussion groups with 225 Hispanic/Latino residents; analysis and visualization of data from the U.S. Census, the N.C. Department of Commerce, and Lee County Schools; and reviews of both immigrant community resources and existing reports. Plan development was further informed by a subsequent, bilingual public strategy session with an additional 125 Hispanic/Latino residents.

The 2015 assessment report, *BIC in Sanford and Lee County: Demographics and Perspectives of Immigrant Residents*, is available to the public online in both English and Spanish at <http://migration.unc.edu/programs/bic/reports-and-resources/>.

## Sanford Building Integrated Communities (BIC) Action Plan for Immigrant Integration

### I. CIVIC LEADERSHIP

#### OVERALL GOALS:

- Increase meaningful representation of diverse Hispanic/Latino and immigrant residents within local government leadership and decision-making bodies.
- Support leadership by Hispanic/Latino and immigrant residents within local government.
- Establish infrastructure for sustained, two-way communications between local decision-makers and Hispanic/Latino and immigrant communities.

#### **Action A: Host a Leadership Recruitment Fair for Sanford and Lee County boards and commissions.**

Description: Sanford BIC will host a linguistically accessible (English and Spanish language) workshop to educate community members about local boards and commissions, including their purpose and power; member eligibility requirements; membership application process; and the components of a successful application. Elected officials and board/commission chairs will be invited to attend and meet residents. BIC volunteers will assist interested and eligible residents with starting the application process, including the requisite voter registration.

#### Target Dates:

Fall 2016	BIC Planning Committee presents proposal to elected officials and seeks endorsement.
Fall/Winter 2016	BIC Planning Committee, the City of Sanford, and Lee County conduct outreach and promotion.
Spring 2017	BIC Planning Committee hosts workshop.

Funding: Printed educational/application materials and voter registration forms; presentation equipment; and simultaneous interpretation services (estimated \$150) to be provided/contracted by the City of Sanford.

#### **Action B: Create municipal open houses for Spanish-speaking residents.**

Description: The City of Sanford will create additional opportunities for Spanish-speaking residents to learn more about municipal government, Sanford City Council, and municipal services. Monthly open houses for Spanish-speaking residents will feature different topics such as government, finance, utilities, fire, police, etc. Participants will be prepared and encouraged to be more engaged in local government at all levels.

#### Target Dates:

Nov. 2016	BIC Planning Committee and the City of Sanford conduct Spanish language outreach and promotion.
Jan. 2017	City of Sanford hosts monthly open houses for Spanish speakers.

Funding: Program series; translation of educational materials; and interpretation services to be provided/contracted by the City of Sanford.

**Action C: Encourage Spanish-speaking residents' participation in Sanford Citizens' Academy.**

Description: The City of Sanford will recruit and encourage Spanish-speaking residents to participate in its Sanford Citizens' Academy, an interactive, 12-week educational program about the municipal decision-making process. An interpreter and Spanish language materials will be provided. Program graduates will be prepared and encouraged to be more engaged in local government at all levels.

Target Dates:

Nov. – Jan. 2016      BIC Planning Committee and the City of Sanford conduct Spanish language outreach and promotion.  
Feb. – Apr. 2017      City of Sanford hosts Sanford Citizens' Academy with interpretation services.

Funding: Program series; translation of educational materials; and interpretation services to be provided/contracted by the City of Sanford.

**Action D: Launch The Hispanic Council of the City of Sanford and Lee County/*El Consejo Hispano de la Ciudad de Sanford y el Condado de Lee*. (See ADDENDUM TO ACTION 1-D for full description.)**

*Action Planning Subcommittee: Rev. Miguel Aragón, Oscar Báca, Dennis Duke, Rev. Erika Martinez Flores, Dr. Oscar Roberto.*

Description: The Hispanic Council will serve in an advisory role to the Governments of the City of Sanford and Lee County by providing guidance to leaders who are making decisions and plans that impact community residents. The Hispanic Council will also serve as a bridge of communication between local government and Hispanic residents, and work to support both civic participation and leadership development within the Hispanic community.

The specific goals of the Hispanic Council are:

- 1) To serve in an advisory capacity to local Sanford and Lee County government officials on behalf of the diverse Hispanic community in Sanford and Lee County;
- 2) To serve as a bridge of communication between the local government and the Hispanic community;
- 3) To establish strategies that promote the civic participation of Hispanic residents in local government;
- 4) To improve, support, and develop effective and positive relationships between local authorities and the Hispanic community; and
- 5) To support, promote, and develop Hispanic leaders who represent the interests of the Hispanic community of the City of Sanford and Lee County.

The Hispanic Council will strive to be representative of the diversity of the Hispanic community in Sanford and Lee County. The Hispanic Council will be made up of nine (9) members. Members will have two (2) year term limits, and not serve consecutive terms. All prospective candidates must apply to open positions; members will be appointed accordingly by a majority vote of currently serving members.

Target Dates:

Fall 2016

BIC Planning Committee publicizes member applications.

Fall 2016

BIC Planning Committee selects nine (9) Hispanic Council members.

Dec. 2016

Inaugural class of Hispanic Council members holds first meeting.

Funding: Hispanic Council members will serve on a volunteer basis for two (2) year terms.

## II. COMMUNICATIONS

*Action Planning Subcommittee: Dcn. Bob Bridwell, Zaida Cruz, Bob Finch, Ashley Graham, Gene Hathaway, Kelly Quiñones Miller, Don Kavasckitz, Angie Raley, Deb Taylor.*

### OVERALL GOALS:

- Increase accessibility of web-based information about local government, opportunities for participation in local government, and community events for residents who do not speak/read English as a first language.
- Increase access to local agency services and opportunities related to construction, business, public safety, utilities, and deeds.

**Action A: Established user option to view Lee County website in Spanish language.**

Description: In April 2016, the web platform for <http://www.leecountync.gov> was modified to allow site visitors to opt for text translation on all webpages. Users can click on a “languages” button to select the destination language of their choice.

**Action B: Maximize the benefits of 100% update to current City of Sanford web design/website for Hispanic/Latino users.**

Description: In 2015, Sanford BIC reported Hispanic/Latino residents’ recommendations for government communications as compiled via participatory community assessment and a bilingual Public Strategy Session. A proposed six-month overhaul of [www.sanfordnc.net](http://www.sanfordnc.net) by CivicPlus will result in a modern, clean, easy-to-navigate website that will include several features to facilitate communication with residents, including automatic English-to-Spanish text translation. Sanford BIC partner El Refugio/The Refuge Family Resource Center at Jonesboro UMC will collaborate with Sanford Public Information and CivicPlus to inform the website redesign by obtaining Hispanic/Latino user feedback.

### Target Dates:

Jul. 2016	City of Sanford completes contract with CivicPlus for website redesign.
Fall/Winter 2016	Conduct Hispanic/Latino user focus group with students of English/Spanish languages classes at El Refugio/The Refuge Family Resource Center of Jonesboro UMC.

Funding: Contracted redesign funded by the City of Sanford per city budget for 2016/2017.

**Action C: Provide city and county government forms in Spanish language.**

Description – City Level: The planned update to [www.sanfordnc.gov](http://www.sanfordnc.gov) will also allow for all web text documents to be translated. In addition, the city’s “legacy” (paper) applications and forms will be translated by a bilingual (English/Spanish) intern and other qualified individuals.

Description – County Level: Lee County will utilize new software to implement a new fully paperless approach and convert all applications and forms to digital format. A web-based translator application, such as Google Translator, will then be used to convert English language forms to Spanish and other languages.

Target Dates:

Summer 2016 Student intern completed translation of all paper forms within the Sanford/Lee County Planning and Community Development Department.

Fall/Winter 2016 City of Sanford begins contracted web-redesign; City of Sanford completes translation of remaining paper forms; Lee County begins paperless conversion process.

Funding: Translation of the city's paper forms (including summer internship) funded by the City of Sanford.

**Action D: Increased accessibility of Spanish language Voter Registration forms.**

Description: In April 2016, the Lee County IT director (1) added a link to the Spanish language Voter Registration form on the county's [Board of Elections webpage](#), and (2) modified the [www.leecountync.gov/](http://www.leecountync.gov/) platform so that website user can now click on a "language" option to translate the Board of Elections webpage itself.

**Action E: Evaluate social media communications in Spanish language.**

Description: City officials will evaluate various approaches to providing social media in multiple languages. The city's Administration department (including Public Information) will work with the Hispanic Council of the City of Sanford and Lee County (*see* I. Civic Leadership, Action D) over a 12 month period to develop potential approaches, to possibly include student internships and/or creation of in-house capabilities/additional city staffing.

Target Dates:

Jul. 2016 – Jul. 2017 City of Sanford Administration and the Hispanic Council evaluate approaches.

**Action F: Create a web-based, bilingual guide to local resources for immigrant and Hispanic/Latino residents.**

Description: [El Refugio/The Refuge Family Resource Center](#) will develop and post a sample guide that incorporates key local resources and links to others' sites. The BIC Communications Action Planning Subcommittee will determine next steps based on resident feedback regarding city/county website translation tools, usefulness of the sample guide, the redesigned United Way 2-1-1 website, and user focus group input.

Target Dates:

Summer 2015 El Refugio/The Refuge Family Resource Center compiled a catalogue of local resources.

Fall 2016 El Refugio/The Refuge Family Resource Center posts a sample guide online.

Fall 2016 BIC Communications Action Planning Subcommittee collects and analyzes feedback and effectiveness data to determine the necessity of a full online guide.

### III. POLICE RELATIONSHIPS

*Action Planning Subcommittee: Oscar Baca, Dcn. Bob Bridwell, Pr. David Dudley, Robert Finch, Rev. Erika Martinez Flores, Maj. Jamie Thomas.*

#### **OVERALL GOAL:**

- Create an atmosphere of trust and mutual respect of both the Hispanic community at large and localized neighborhood clusters with the Sanford Police Department and Lee County Sheriff.

#### **Action A: Continue community policing.**

Description: Action is currently in implementation within the Sanford Police Department and under command of Captain, who have assigned eight (8) officer units per defined neighborhoods working directly with residents in a collaborative manner and underpinned with multiple working relationships. In addition to traditional First Response, these assigned units will work and patrol residential neighborhoods by talking and listening to residents and being familiar with needs and problems.

#### **Action B: Conduct *reuniones del pueblo* (town gatherings).**

Description: These gatherings will represent ongoing and sustained neighborhood meetings where assigned community policing teams listen to neighborhood issues, review resident rights and responsibilities, discuss policy, and hold open dialogue. They will utilize mobile police units in a relaxed format to conduct *reuniones del pueblo* with prior publicity (radio, flyers, word-of-mouth) to maximize participation. They will also provide additional access for Fire and Rescue and community service providers.

Initially, Sanford City Public Information and the Sanford Police Department conducted outreach to host August 2016 National Night Out (NNO) block party events with Hispanic “neighborhood clusters”. Future *reuniones del pueblo* will be conducted when specific issues/needs dictate, but no less than twice per year in both late summer and early spring.

#### Target Dates:

Jun. 2016	2016 NNO materials were translated to Spanish.
Aug. – Sep. 2016	Jonesboro United Methodist Church and St. Stephen the First Martyr Roman Catholic Church hosted NNO block parties.
Spring 2017	Sanford Police Department begins biannual <i>reuniones del pueblo</i> .

## IV. PUBLIC TRANSPORTATION

*Action Planning Subcommittee: Zaida Cruz, Dennis Duke, Sid Morgan, Dr. Oscar Roberto, Sandra Thompson, Zac West.*

### OVERALL GOALS:

- Increase accessibility and utility of county public transit services for Hispanic/Latino and residents.

**Action A: Implemented new bus route to serve Dreamland, Pine Village, and Thornwood mobile home parks.**

Description: In 2015, the [County of Lee Transit System \(COLTS\)](#) developed a re-zoning plan based on Sanford BIC community assessment data. The above-mentioned mobile home parks house predominantly Hispanic/Latino residents. A DASH Express bus now stops at each park twice daily and transports passengers to any passenger-requested destination along Horner Boulevard for \$2.00 per trip.

#### Target Dates:

Jan. 2016	Obtained COLTS approval for re-zoning.
Mar. 2016	Obtained park owner authorization for stop allocation.
May 2016	Launched new bus service.

**Action B: Launch targeted marketing of public transportation options available to immigrant and Hispanic/Latino county residents.**

Description: In May 2016, COLTS began continuous mailing of Spanish language information about the new bus routes to residents of the three designated mobile home parks. In July, COLTS will launch a new, targeted marketing effort to educate the Hispanic/Latino community about the many public transportation options available to all Lee County residents.

The “Call Zaida” campaign, specifically, will encourage Hispanic/Latino residents to contact bilingual COLTS staff to discuss their public transportation options. Related English and Spanish language materials will be distributed at numerous community locations, including Hispanic/Latino grocery stores, educational institutions, and Hispanic/Latino flea markets.

An evaluation of Hispanic/Latino ridership this fall will inform future marketing, including with respect to Hispanic/Latino residents who are eligible for ride reimbursement through educational institutions.

#### Target Dates:

May 2016	Began residence-specific marketing of new bus routes.
Jul. 2016	Implement “Call Zaida” marketing campaign.
Fall/Winter 2016	COLTS collaborates with UNC-CH staff and BIC volunteers to implement increased residence-specific marketing; COLTS and UNC-CH staff evaluate Hispanic/Latino ridership to inform ongoing marketing strategies.

Funding: Marketing activities and materials generally funded by COLTS. COLTS secured grant funding for a paid, master’s level student intern to support ridership evaluation. Additional funding for evaluation is being investigated by BIC staff at UNC-CH and collaborating partners.

## **ADDENDUM TO ACTION 1-D:**

The Hispanic Council of the City of Sanford and Lee County  
*El Consejo Hispano de la Ciudad de Sanford y el Condado de Lee*

### PURPOSE

The Hispanic Council seeks endorsement from the City of Sanford and Lee County as a group that represents the diverse interests of the Hispanic community of Sanford and Lee County, North Carolina. The Hispanic Council seeks to serve in an advisory role to the Governments of the City of Sanford and Lee County by providing guidance to city/county leaders who are making decisions and plans that impact community residents. The Hispanic Council will also serve as a bridge of communication between local government and Hispanic residents, and work to support civic participation and leadership development within the Hispanic community.

Accordingly, the goals of the Hispanic Council are:

1. To serve in an advisory capacity to Sanford and Lee County government officials on behalf of the diverse Hispanic community in Sanford and Lee County;
2. To serve as a bridge of communication between the government and the Hispanic community;
3. To establish strategies that promote the civic participation of Hispanic residents in local government;
4. To improve, support, and develop effective and positive relationships between local authorities and the Hispanic community; and
5. To support, promote, and develop Hispanic leaders who represent and advocate for the interests of the Hispanic community of the City of Sanford and Lee County.

### REPRESENTATION

Any adult resident of Sanford and/or Lee County is eligible to serve on the Hispanic Council. Ideal candidates for the Council are responsible and engaged individuals who identify as Hispanic or Latino and have demonstrated a commitment to the Hispanic community. The Council is committed to representing the diversity of the Hispanic community in Sanford and Lee County, which includes people from different professional and labor sectors, faiths, and non-profit organizations. The Council will also strive for a membership that reflects the gender diversity and diversity of social and migratory statuses of the Hispanic residents of Sanford and Lee County. The Council welcomes supporters and friends who do not identify as Hispanic/Latino.

### TERM LIMITS

The Council will be made up of nine (9) members. Members will have two (2) year term limits, and not serve consecutive terms. All prospective candidates must apply to open positions and will be appointed by a majority vote of currently serving Hispanic Council members. A steering committee comprised of Hispanic/Latino members of the Sanford Building Integrated Communities initiative will appoint the inaugural class of Hispanic Council members.

### ACTIVITIES

The Hispanic Council will conduct internal meetings on a monthly basis. Members must miss no more than two (2) meetings annually and provide advance notice of absences. More than three (3) missed meetings will result in the automatic suspension of the member. The Council will appoint a chairperson to schedule meetings and activities. All Hispanic Council members will facilitate one (1) meeting per year on a rotating basis.

#### COMMUNICATION WITH CITY/COUNTY OFFICIALS

The Council will communicate on a regular basis with local officials, including:

- Two (2) annual meetings with the Sanford Chief of Police and Lee County Sheriff and/or their representatives; and
- Two (2) annual meetings with the City and County Managers and/or their representatives.

The Council will communicate concerns to the appropriate officials as needed, and seeks a timely and official response from City and County officials.



ENGINEERING DEPARTMENT

## ***CITY OF SANFORD***

P. O. BOX 3729

TELEPHONE 919-777-1122

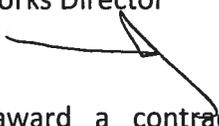
FAX 919-774-8179

*North Carolina 27331-3729*

OR 919-777-1118

Paul M. Weeks, Jr., P.E.  
City Engineer

### **MEMORANDUM**

TO: Vic I. Czar P.E., Public Works Director  
 FROM: Paul M. Weeks Jr., P.E.   
 DATE: October 12, 2016  
 SUBJECT: Recommendation to award a contract for "City of Sanford Wastewater Treatment Plant New Warehouse"

Bidding for the "City of Sanford Wastewater Treatment Plant New Warehouse" project opened on September 20th at 2:00 PM. Four bidders submitted responses. The results were reviewed, and the tabulation is as follows:

	<b>Contractor</b>	<b>Bid Bond</b>	<b>Bid Amount</b>
1	Sanford Contractors, Inc	yes	\$754,960.00
2	M & E Contracting, Inc.	yes	\$777,697.00
3	Primus Contracting, Inc.	yes	\$795,000.00
4	Burney & Burney Construction	yes	\$860,000.00

The apparent low bidder is Sanford Contractors, Inc. Their bid documents have been checked and an E-Verify form has been received. The City has had positive experiences working with this contractor in the past.

Therefore, Staff recommends the award of the contract Sanford Contractors, Inc. in the amount of \$754,960.00

## Update on Google

Sec. 26-4. - Trick-or-treat restrictions.

- (a) *Prohibited acts.* It shall be unlawful for any person to appear on or in any public place in the city for the purpose of making "trick or treat" visitations, or to go on or in any private premises for such purpose, except as provided in subsection (b) of this section.
- (b) *Exception.* Subsection (a) of this section shall not apply to children 12 years of age and under between the hours of 6:00 p.m. and 9:00 p.m. on each Halloween night in residential areas of the city.
- (c) *"Public place" defined.* For the purpose of this section, the term "public place" shall mean any street, highway, alley, sidewalk, walk, lane, boulevard or other place dedicated to public use or owned or maintained by public authority; and any ground or building owned, leased, maintained or operated by public authority.
- (d) *Violations by minors.* It shall be unlawful for any person to knowingly permit his minor child or ward to violate the provisions of this section.

(Code 1985, § 130.31)

## Discussion Regarding 911 Emergency Preparedness Protocol