

Minutes
Work Session
Aberdeen Town Board

August 30, 2012
Thursday, 5:30 p.m.

Robert N. Page Municipal Building
Aberdeen, North Carolina

The Aberdeen Town Board met on Thursday, August 30, 2012 at 5:30 p.m. for their regular Work Session. Board members present were Mayor Elizabeth B. Mofield, Mayor Pro-tem Robbie Farrell and Commissioners Pat Ann McMurray, Jim Thomas, Alan Parker, and Walter Wright. Staff members in attendance were Town Manager Bill Zell, Town Clerk Regina Rosy, Planning Director Kathy Liles, and Senior Planner Pam Graham. Tim Marcham and Reporter for the Pilot Tom Embrey were also in attendance for the meeting.

Mayor Mofield called the Work Session to order at 5:30 p.m.

1. 2011 Small Business and Entrepreneurial Assistance (SBEA) Grant.

Planning Director Liles stated The Pilot did not run the advertisement as confirmed for the 2nd public hearing for the 2011 SBEA Grant. The Department of Commerce asked the Town to re-advertise the public hearing and hold the public hearing. Agenda Item Scheduled for Public Hearing on 9/10/12.

2. Consideration of the closing of two unnamed alleys, the first located along a midpoint between Montford and Rush Streets and parallel to said streets and the second behind the first row of lots adjacent to Poplar Street between Montford and Rush Streets.

Planning Director Liles stated the Board has already approved the Resolution of Intent for this closing. Planning Director Liles stated phone calls have been received from notified parties. Planning Director Liles stated she would suggest hearing from everyone who wants to speak at the public hearing, and keep a path clear for those who need access, and close the remainder that is not needed for access. Agenda Item scheduled for Public Hearing on 9/10/12.

3. UDO Text Amendment #12-08 – New Definition and Requirements for Indoor Kennels.

Senior Planner Graham stated there was some discussion among the Board and the Planning Board regarding sanitation language in the text amendment. Senior Planner Graham stated there are several organizations that regulate sanitation of these facilities. Senior Planner Graham stated NCDENR regulates these facilities, and they

have specific guidelines on how to regulate the waste. Senior Planner Graham stated solid waste will be removed from the kennels and double bagged.

Senior Planner Graham stated this text amendment is the applicant's proposal. Senior Planner Graham stated there have been some modifications to this item.

Commissioner Thomas asked if this facility will be in an existing building or a new building. Senior Planner Graham stated a new facility will be built. Commissioner Thomas asked how many dogs will be involved in this facility. Senior Planner Graham stated no more than 15 dogs can be in the outside area at one time. Senior Planner Graham stated there are 48 kennels included in the site plan for the facility. Mayor Mofield asked where these facilities will be included in the zoning. Planning Director Liles stated this use would be in the Commercial and Light Industrial District. Agenda Item scheduled for New Business on 9/10/12.

4. Conditional Use Permit #12-05 submitted by Jim McSwain to allow for an Indoor Kennel Facility on property identified as Lot 12, Aqua Shed Court, Sandy Mine Commerce Park.

Senior Planner Graham stated the conditional use permit gives some additional conditions for the application. Senior Planner Graham stated the proposed amendment is that the site be no less than two acres in size, which would allow this proposal. The proposed text amendment includes a list of requirements including that the animals shall be housed in an enclosed building and only provided access to outdoor runs and/or exercise/training areas by handlers. Additional requirements address setbacks, buffering, construction standards, noise abatement, waste disposal, and limited hours of outdoor activities. Mayor Mofield asked for information on the septic system. Senior Planner Graham stated the applicant proposes to remove solid wastes daily to an onsite approved dumpster. The applicant is proposing to use steam cleaning machinery to handle liquid wastes and residues, and that would ultimately be disposed of in the septic system. A separate septic system is proposed to serve the office restrooms. The proposed text amendment specifies that the dumpster shall not be located closer than fifty feet from any property line or surface waters. Agenda Item scheduled for New Business on 9/10/12.

5. Conditional Use Permit #12-04 submitted by Emmett Raynor for a Convenience Store with Fuel Sales to be Located on US Highway 1 South on property owned by Joseph Ussery.

Planning Director Liles stated Mr. Ussery has been making changes on his property over the years, with this being the most permanent change he has proposed. Planning Director Liles stated this conditional use permit is for a convenience store with

fuel sales. Planning Director Liles stated the public hearing was held at the last meeting, and at this time, she would like for the Board to discuss if enough restrictions are in place for this type of facility. Planning Director Liles stated there has been some discussion about the need for a sidewalk.

Commissioner Thomas stated about 8 years ago, the Planning Board made the decision to not approve any more convenience stores with fuel pumps if the fuel pumps were in front of the store. Commissioner Thomas stated he cannot imagine another business on that piece of property. Planning Director Liles stated the canopy language states the canopy can be no higher than 15 feet, and the language in the UDO regarding the pumps asked for pumps to be placed on the side. Planning Director Liles stated several of the current businesses on this property would more than likely go away, if this item were approved.

Commissioner Thomas stated it is pure aesthetics to put gas pumps in the back or the side. Commissioner McMurray asked if there is something in the UDO that addresses how many businesses can go on a piece of property. Planning Director Liles stated the UDO does not put a maximum on a number of businesses on a piece of property, but could be included as a condition. Commissioner Parker asked how this item could be considered if the Board does not know if the gas tanks will be aboveground or underground. Planning Director Liles stated the applicant was not ready to make a commitment to where the tanks would be placed at the time of the application. Commissioner Parker asked if this item could be denied, since the application is incomplete, and the location of the tanks is not known. Planning Director Liles stated yes, until the Board knows where the tanks are located, they could deny the request, as long as it is tied to a site plan issue. Agenda Item tabled until more information is obtained on location and type of tanks.

6. Town of Aberdeen vs. NC DOT Settlement Agreement.

Manager Zell stated the Town has agreed to dismiss the lawsuit with prejudice to all parties, Adams Outdoor Advertising has agreed to take down the billboard on or before January 1, 2013, and the full settlement agreement is a public record, which can be obtained by any interested persons.

7. Scattered Site Housing Community Development Block Grant.

Planning Director Liles stated every 2 years, CDBG releases funds at the county level for scattered site housing community development. Planning Director Liles stated the Town does not have the option to go after those dollars, but the County can.

Planning Director Liles stated if there is a resident that needs help, to let her know so that they could be considered for this grant.

8. Piggyback on Knuckleboom Truck.

Manager Zell stated at the 8/2/12 Work Session, staff asked the Board to approve the piggyback bid on the knuckleboom truck since there were no upset bids. A motion was made by Commissioner Parker, seconded by Commissioner Wright, to approve purchase of the knuckleboom truck through piggyback bid at a cost not to exceed \$120,000. Motion unanimously carried.

9. Schedule Ethics Training.

Town Clerk Regina Rosy stated Board members that were reappointed last December will need to attend 2 hours of ethics training. The Board selected the date of September 10th at 7:00 p.m. to complete the required ethics training.

10. Other Business.

Manager Zell stated the Citizen's Academy Program will begin on Tuesday, September 11th. Manager Zell stated applications are still being accepted, if Board members know of anyone else interested in participating.

Manager Zell shared information about the Yellow Dot Program. Manager Zell stated his Rotary Club took this on as a project here in Moore County. Manager Zell explained how the program works and the benefit to the community. Manager Zell stated the kickoff in Aberdeen will be on September 12th at the Fire Department.

Mayor Mofield asked about the survey to be submitted to ECU and if there were enough responses. Senior Planner Graham stated the survey has been submitted to ECU, but there is still opportunity for additional responses. Mayor Mofield stated she would love to use her marketing class to work on this project.

Manager Zell stated Kathy Hinton came in today, and Ruth Aikens is celebrating her 100th birthday on Sunday at 12:30 p.m., and Ms. Hinton would like someone from the Board to say a few words at the celebration. Manager Zell suggested trying to see if Ms. Aikens could come on September 10th to the Board Meeting for a presentation from the Board.

Mayor Mofield read a letter from Partners in Progress. Commissioner McMurray asked all Board members to complete an evaluation of Pat Corso.

11. Adjournment.

With no further items for discussion or review, a motion was made by Commissioner Wright, seconded by Mayor Pro-tem Farrell to adjourn the Work Session. Motion unanimously carried.

Regina M. Rosy, Town Clerk

Minutes were completed in
Draft form on August 30, 2012

Elizabeth B. Mofield, Mayor

Minutes were adopted
September 10, 2012