



August 12, 2024
 Stallings Government Center
 321 Stallings Road
 Stallings, NC 28104
 704-821-8557
www.stallingsnc.org

Town Council Agenda

	Time	Item	Presenter	Action Requested/Next Step
	7:00 p.m.	Invocation Pledge of Allegiance Call the Meeting to Order	Wyatt Dunn, Mayor	NA
	7:05 p.m.	Public Comment	Wyatt Dunn, Mayor	NA
	7:15 p.m.	Special Presentation <i>20 Years of Service - Lt. Heath Cranford</i>	Dennis Franks, Chief of Police	NA
1.	7:15 p.m.	Consent Agenda <ul style="list-style-type: none"> A. Minutes from the following meetings: (1) 05-28-2024 – closed (2) 06-24-2024 – closed (3) 07-08-2024 (4) 07-08-2024 – closed B. ARPA Quarterly Documents C. Amended Budget Ordinance 3 – Parks and Recreation Grant D. Engineering MS4 Permit Contracts E. CRTPO Board Memorandum of Understanding (MOU) Update 	Wyatt Dunn, Mayor	Approve Consent Agenda
2.	7:17 p.m.	Reports <ul style="list-style-type: none"> A. Report from Mayor B. Report from Council Members/Town Committees C. Report from Town Manager/Town Departments 	Council and Staff	NA
3.	7:45 p.m.	Agenda Approval	Wyatt Dunn, Mayor	Approve agenda as written
4.	7:50 p.m.	RZ24.06.01 <ul style="list-style-type: none"> A. 2916 Matthews Indian Trail General Rezoning SFR-3 to C-74 (1) Open the Public Hearing (2) Information from Staff (3) Close Public Hearing (4) Council discussion and vote B. Statement of Consistency and Reasonableness 	Max Hsiang, Planning Director	Approve/Deny rezoning

5.	8:00 p.m.	MSP24.05.01 A. Atrium Master Sign Plan Amendment (1) Open the Public Hearing (2) Information from Staff (3) Close Public Hearing (4) Council discussion and vote	Max Hsiang, Planning Director	Approve/Deny amendment
6.	8:10 p.m.	TX24.06.01 A. Parking Regulations Text Amendment (1) Open the Public Hearing (2) Information from Staff (3) Close Public Hearing (4) Council discussion and vote B. Statement of Consistency and Reasonableness	Mia Pulzcinski, Planning Intern	Approve/Deny text amendment
7.	8:30 p.m.	Courtyard at Emerald Lake Subdivision Road Acceptance	Justin Russell, Associate Engineer	Accept/Deny roads
8.	8:40 p.m.	Town Hall HVAC Project	Kevin Parker, Engineering Director	Approve project
9.	8:50 p.m.	Employee Pay Study and Kick-Off	Alex Sewell, Town Manager	Information
10.	9:00 p.m.	Closed Session Pursuant to NCGS 143-318.11(a)(3)	Wyatt Dunn, Mayor	Recess into closed session
11.	9:15 p.m.	Adjournment	Wyatt Dunn, Mayor	Adjourn meeting

**MINUTES OF TOWN COUNCIL MEETING
OF THE
TOWN OF STALLINGS, NORTH CAROLINA**

The Town Council of the Town of Stallings met for its regular meeting on July 8, 2024, at 7:00 p.m. at the Stallings Government Center, 321 Stallings Road, Stallings, North Carolina.

Those present were: Mayor Wyatt Dunn; Mayor Pro Tempore David Scholl; Council Members Steven Ayers, Taylor-Rae Drake, Brad Richardson and Laurie Wojtowicz.

Those absent were: Council Member Graham Hall.

Staff present were: Alex Sewell, Town Manager; Erinn Nichols, Assistant Town Manager/Town Clerk; Chief Dennis Franks; Max Hsiang, Planning Director; Kevin Parker, Town Engineer; Jessie Williams, Finance Officer; Eunice Donnelly, Parks and Recreation Director; Matt Dillard, Code Enforcement Officer; and Melanie Cox, Town Attorney.

Invocation, Pledge of Allegiance and meeting called to order

Mayor Wyatt Dunn welcomed everyone to the meeting and Council Member Ayers delivered the invocation. Mayor Dunn then led the Pledge of Allegiance and called the meeting to order.

Public Comments

No one was present to give public comment.

1. Consent Agenda

A. Minutes from the following meetings:

(1) 05-28-2024

(2) 06-10-2024

(3) 06-24-2024

B. Amended Budget Ordinance 1

C. Amended Budget Ordinance 2

D. Police Department New Vehicle Purchase

E. KWC Contract Renewal

Council Member Richardson made the motion to approve the Consent Agenda with one revision to the May 28, 2024 Minutes. The motion was seconded by Council Member Scholl and passed unanimously by Council. *Amended Budget Ordinance 1* and *Amended Budget Ordinance 2* are attached to these minutes and therefore incorporated herein.

2. Reports

A. Report from Mayor

The Mayor had no report.

B. Report from Council Members/Town Committees

Council Members Drake and Wojtowicz did not have any reports.

Council Member Ayers reported he would like to work with staff to changing communications for the following budget year.

Council Members Scholl and Richardson did not have any reports.

C. Report from Town Manager/Town Departments

Town Manager Sewell reported on the following:

- Budget Line Item Transfers for June were given to the Council. The Budget Line Item Transfers is attached to these minutes and therefore incorporated herein.
- Monroe Union County Economic Development Commission (MUCEDC) representatives would be coming to the August Council Meeting for an annual update.
- The Staff would be conducting an education campaign for Occupancy Tax Referendum that would be on the next ballot.
- Police Chief Franks announced that there would be a school supply drive at Stallings Park on the upcoming Saturday.

3. Agenda Approval

Council Member Scholl made the motion to approve the Agenda with the changes above. The motion was seconded by Council Ayers and passed unanimously.

4. Small Claims Court Policy

Code Enforcement Officer Matt Dillard explained to the Council that Stallings did not have a policy outlining a process for taking a debt owed to the Town to Small Claims Court. If an individual owed a debt to the Town, the Town may file a suit in Small Claims Court to collect the debt owed. The memo outlining the proposed policy is attached to these minutes and therefore incorporated herein.

Council Member Ayers made the motion to approve the Small Claims Court Policy. The motion was supported unanimously by Council after a second from Council Member Wojtowicz.

5. Bid Policy Revision

Engineering Director Parker reminded the Council that staff brought revisions to the Council to the Bid Policy due to some inefficiencies and conflicts with State Statutes. The revised Bid Policy followed the State Statutes so there was no confusion.

Council Member Richardson made the motion to adopt the revised Bid Policy to which Council Member Ayers seconded. The motion received Council's unanimous support. The revised Bid Policy is attached to these minutes and therefore incorporated herein.

6. Council Delegates for Union West Business Park Roads Advocacy to State Officials

Consensus was held that Council Members Richardson and Scholl as well as Mayor Dunn would advocate for repair and enhancements to the private roads in Union West Business Park to the State Officials. It was noted that the Economic Development Committee would discuss key points for this unified advocacy at its next meeting in August.

7. Closed Session pursuant to 143-318.11(a)(3)

Council Member Richardson made the motion to go into Closed Session pursuant to 143-318.11(a)(3), inviting Engineering Director Parker into the session. The motion was seconded by Council Member Drake which was unanimously approved by Council.

Council recessed into closed session at 7:25 p.m. and reconvened into open session at 7:43 p.m.

8. Adjournment

Council Member Scholl moved to adjourn the meeting, seconded by Council Member Ayers, and the motion received unanimous support. The meeting was adjourned at 7:44 p.m.

Approved on August 12, 2024.

s/Wyatt Dunn

Wyatt Dunn, Mayor

s/Erinn Nichols

Erinn E. Nichols, Town Clerk

Approved as to form:

s/Cox Law Firm, PLLC

Cox Law Firm, PLLC



MEMO

To: Stallings Town Council
From: Jessie Williams, Finance Officer
Via: Alex Sewell, Town Manager
Date: August 1, 2024
RE: **MEMO - FY24 Q4 ARPA and Amended Project Ordinance**

Background:

The Town of Stallings received a total allocation of \$5.1M in Coronavirus State and Local Fiscal Recovery (CSLFR) funds from the American Rescue Plan Act (ARPA) of 2021, a stimulus bill passed by the United States government to provide relief from the COVID-19 pandemic. Funds were received in two separate allocations, the first in August 2021 and the second in August 2022.

Per the current project ordinance, the originally allocated funds, along with investment earnings, are being used as salary replacement for the Police Department, covering both salaries and fringe benefits. Total funding and expenditures are shown below.

Total ARPA allocation	\$5,145,370.23
Investment income	<u>\$291,538.11</u>
Total ARPA funding	\$5,436,908.34
Disbursements to date (through quarter ended March 31, 2024)	\$4,137,274.64
Expenditures for FY 2023-2024, Q4 (April 1, 2024 - June 30, 2024)	<u>\$588,325.59</u>
Total	\$4,725,600.23
Remaining ARPA balance	\$711,308.11

Requested Action:

Staff requests that a transfer in the amount of **\$588,325.59** from the ARPA special revenue fund to the General Fund for the replacement of the Police Department's personnel costs in Quarter 4 be approved and to amend the current ARPA project ordinance accordingly.



AMENDED Grant Project Ordinance for the Town of Stallings American Rescue Plan Act of 2021: Coronavirus State and Local Fiscal Recovery Funds – June 2024

BE IT ORDAINED by the Town Council of the Town of Stallings, 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: This ordinance is to establish a budget for a project to be funded by the Coronavirus State and Local Fiscal Recovery Funds of H.R. 1319 American Rescue Plan Act of 2021 (ARP/CSLFRF). The Town of Stallings (Town) received a total allocation is \$5,145,370.24. These funds may be used for the following categories of expenditures, to the extent authorized by state law.

1. Support public health expenditures, by funding COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff;
2. Address negative economic impacts caused by the public health emergency, including economic harms to workers, households, small businesses, impacted industries, and the public sector;
3. Replace lost public sector revenue, using this funding to provide government services to the extent of the reduction in revenue experienced due to the pandemic;
4. Provide premium pay for essential workers, offering additional support to those who have borne and will bear the greatest health risks because of their service in critical infrastructure sectors; and,
5. Invest in water, sewer, and broadband infrastructure, making necessary investments to improve access to clean drinking water, support vital wastewater and stormwater infrastructure, and to expand access to broadband internet.

Section 2: The Town has elected to take the standard allowance, as authorized by 31 CFR Part 35.6(d)(1) and expend all its ARP/CSLFRF funds for the provision of government services.

Section 3: The following amounts are appropriated for the project and authorized for expenditure:

Internal Project Code	Project Description	Expenditure Category (EC)	Cost Object	Appropriation of ARP/CSLFRF Funds
001	Law enforcement services for period of July 1, 2022 through December 31, 2024	6.1	Salaries and Benefits	\$5,145,370.23
	TOTAL			\$5,145,370.23

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

ARP/CSLFRF Funds:	\$5,145,370.23
Investment Income:	<u>\$ 291,538.11</u>
Total Revenues:	\$5,436,908.34

General Fund Transfers:	\$ 455,424.43 (FY22-23, Qtr. 1)
	\$ 609,990.40 (FY22-23, Qtr. 2)
	\$ 502,628.20 (FY22-23, Qtr. 3)
	\$ 516,909.30 (FY22-23, Qtr. 4)
	\$ 598,582.29 (FY23-24, Qtr. 1)
	\$ 741,722.54 (FY23-24, Qtr. 2)
	\$ 712,017.48 (FY23-24, Qtr. 3)
	<u>\$ 588,325.59 (FY23-24, Qtr. 4)</u>
Total Disbursements:	\$4,725,600.23

Remaining Balance: \$711,308.11

Section 5: The Finance Officer is hereby directed to maintain sufficient specific detailed accounting records to satisfy the requirements of the grantor agency and the grant agreements, including payroll documentation and effort certifications, in accordance with 2 CFR 200.430 & 2 CFR 200.431 and the Town's Uniform Guidance Allowable Costs and Cost Principles Policy.

Section 6: The Finance Officer is hereby directed to report the financial status of the project to the governing board on a quarterly basis.

Section 7: Copies of this grant project ordinance shall be furnished to the Budget Officer, the Finance Officer and to the Clerk to Town Council.

Section 8: This grant project ordinance expires on December 31, 2026, or when all the ARP/CSLFRF funds have been obligated and expended by the Town, whichever occurs sooner.

Adopted this is the 12th day of August, 2024.

Wyatt Dunn, Mayor

Attest:

Erinn Nichols, Town Clerk

Approved as to form:

Melanie Cox, Town Attorney



MEMO

To: Mayor Dunn and Stallings Town Council
Via: Alex Sewell, Town Manager
From: Jessie Williams, Finance Officer
Date: August 2, 2024
RE: **Amended Budget Ordinance No. 3**

In June 2024, the Town of Stallings Parks and Recreation Department was awarded a \$5,000 grant from the NC Healthy Aging Initiative. This grant is intended to promote health and wellness within our community and will specifically fund the “Walk with Ease” program. This program is designed to encourage seniors aged 55 and older to engage in regular walking activities, thereby improving their overall health and well-being.

The grant period is July 2024 to December 2024 and funding will be received in two payments with the first having been received in July. As such, the grant funds were not recognized in the budget at the time of notification of the award. We are now requesting the grant funds be recognized in the budget, so they are available to spend.

Requested Action:

Adoption of attached Amended Budget Ordinance 3

AMENDED BUDGET ORDINANCE – NO. 3
TOWN OF STALLINGS, NORTH CAROLINA
FISCAL YEAR 2024-2025

BE IT ORDAINED by the Town Council of the Town of Stallings, North Carolina, that the budget for fiscal year 2024-2025 is hereby amended as set forth below:

Category	Account Number	Net Increase or (Decrease)	Current Budget	Amended Budget
<u>General Fund:</u>				
<u>Revenue Budget</u>				
Park Grant	10-80-3600-300	\$ 5,000	\$ 50,000	\$ 55,000
<u>Expense Budget - Parks & Rec Grants</u>				
Supplies/Materials	10-80-6190-021	\$ 5,000	\$ -	\$ 5,000

Explanation: To recognize NC Healthy Aging Initiative grant for the "Walk with Ease" program.

This Amendment to the Budget Ordinance shall be effective upon adoption.

The said Budget Ordinance, except as amended, shall remain in full force and effect.

ADOPTED this the 12th day of August 2024.

Wyatt Dunn, Mayor

Erinn Nichols, Deputy Town Manager/Town Clerk

Approved as to form:

Melanie Cox, Town Attorney, Cox Law Firm, PLLC



MEMO

To: **Mayor and Town Council**
Via: Alex Sewell, Town Manager
From: Kevin Parker, P.E., Town Engineer
Date: August 12, 2024.
RE: Approval for Contracts with Bolton and Menk, Inc. for NPDES MS4 Permit Compliance

Overview:

This memo seeks Council approval for two contracts with Bolton and Menk, Inc. to perform services required for compliance with the Town's National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) Permit, issued by the North Carolina Department of Environmental Quality (NCDEQ). The contracts are as follows:

1. **Private Storm Water Control Measures (SCMs) Inspections:**

Storm Water Control Measures (SCMs) are designed structures that manage the quantity and quality of storm water runoff. These include, but are not limited to, detention basins, retention ponds, infiltration systems, and constructed wetlands. Coordinating and performing inspections of private SCMs is crucial to ensure that they are functioning correctly and are in compliance with regulatory standards. Bolton and Menk, Inc. will be responsible for:

- Inspecting 40 privately-owned SCMs to assess compliance with Stallings and NCDEQ post-construction requirements.
- Attending a kickoff meeting with Town staff to establish the inspection schedule and prioritization of inspection sites.
- Preparing inspection site documents, including relevant Stallings SCM inspection forms and site maps.
- Utilizing Stallings SCM Inspection forms, notating site maps, and taking digital photographs during inspections.
- Including inspection materials in the final report, which will be reviewed and certified by a qualified North Carolina Professional Engineer with NSCU Stormwater Inspector Certification.

Contract Amount: \$44,000

2. **Surveying and Mapping of Storm Water Infrastructure:**

An accurate and up-to-date survey and map of the Town's storm water infrastructure are essential for effective management and maintenance. This service includes:

- Surveying up to 300 storm water assets within the Town, including pipes, inlets, outfalls, and corresponding elevations.
- Creating detailed and accurate maps of the storm water infrastructure.
- Integrating the surveyed data into the Town's existing Geographic Information System (GIS) for easy access and management.

Contract Amount: \$49,500

Budget Impacts:

Lastly, the combined cost for these services is \$93,500 however; while this exceeds the \$50,000 specifically budgeted for MS4 permitting assistance, Staff believes the Town has sufficient funds in the adopted FY 2025 storm water budget to cover these necessary services.

Key Items:

- The Town budgeted \$50,000 for MS4 permitting assistance.
 - Although these contracts (\$93,500 total) exceed the budgeted amount, staff feels there are sufficient funds within the adopted storm water budget to cover these services.
- Bolton and Menk, Inc. have a proven track record in storm water management and compliance services.
- These services are essential for maintaining compliance with the Town's NPDES MS4 Permit, thereby avoiding potential fines and regulatory actions.
- Accurate inspections and mapping will enhance the Town's ability to manage and maintain its storm water infrastructure effectively.

Action Requested

Requesting Council to authorize the Town Manager to approve both contracts with Bolton and Menk to provide MS4 Permitting Services for a total amount not to exceed \$93,500.



Real People. Real Solutions.

418 S Dawson Street
Raleigh, NC 27596

Ph: (919) 719-1800
Bolton-Menk.com

July 24, 2024

Mr. Kevin Parker
Director of Engineering, Town of Stallings
315 Stallings Road
Stallings, NC 28104

RE: MS4 Services Task Order 5 – Stormwater System Survey

Kevin,

Thank you for the opportunity to propose additional MS4 services for the Town of Stallings. Per your request, we have prepared scope and fee for survey of missing stormwater system structures and pipes within the Town's MS4 area.

Task 1 – Stormwater System Survey

Bolton & Menk will survey the locations of up to 300 stormwater structures in specific developments where record information is either not available or incomplete. Prior to field work, we will hold a kickoff meeting with Town staff to establish schedule of services, prioritization of developments to be surveyed, and coordination procedures for property access.

Following the kickoff, we will generate reference maps for the survey crew and field work will begin. Real-Time Kinematic Survey (RTK) method will be used to establish survey control. The following structure attributes will be gathered during survey:

- Type
- Rim/grate elevations
- Interior and exterior elevations
- Condition
- Pipe invert
- Pipe size
- Pipe material

Survey data will be processed to denote pipe alignments and connections to structures and existing stormwater control measures (SCMs). Deliverables will include electronic files and a survey report denoting accuracies and survey dates.

If amenable to the Town, we would like to start field work in August to facilitate delivery of electronic files in October, with specific dates established at the kickoff meeting.

Assumptions/Exclusions

- The Town will arrange access to parcels required to complete services. Additional services may be required if unanticipated access issues are encountered.
- Survey will not include channels, driveway culverts, or SCM features other than outfall pipes.

Fee Estimate

Based on the scope of services described above, we propose a fee of \$49,500 for this task, to be billed on an hourly not-to-exceed basis.

Thank you for choosing to work with Bolton & Menk. If this proposal is acceptable to you, we will submit a Task Order for your approval and authorization. Please reach out if you have any questions.

Sincerely,

A handwritten signature in black ink that reads "Mary Beth Meumann". The signature is written in a cursive style with a large, looped initial "M".

Mary Beth Meumann, P.E. (NC, SC)
Water Resources Project Engineer



Real People. Real Solutions.

418 S Dawson Street
Raleigh, NC 27596

Ph: (919) 719-1800
Bolton-Menk.com

July 12, 2024

Mr. Kevin Parker
Director of Engineering, Town of Stallings
315 Stallings Road
Stallings, NC 28104

RE: MS4 Services Task Order 4 – Permit Year 2 Private SCM Inspections

Kevin,

Thank you for the opportunity to propose additional MS4 services for the Town of Stallings. Per your request, we have prepared scope and fee for inspection of all privately-owned Stormwater Control Measures (SCMs) within the Town's MS4 area. Based on existing GIS mapping and list of unmapped developments provided by your office, we have estimated that there are 40 privately-owned SCMs requiring inspection. This number does not include projects which have been constructed but not closed out, or projects which are still under construction.

Task 1 – Private SCM Inspections

Bolton & Menk staff will inspect 40 privately-owned SCMs to assess compliance with Stallings and NCDEQ post-construction requirements. BMI will attend a kickoff meeting with Town staff to establish the inspection schedule and prioritization of inspection sites.

BMI will prepare inspection site documents including relevant Stallings SCM inspection forms and site maps. If the Town provides supporting documentation for a site, it will be reviewed to the extent is required to perform the inspection, and included in the inspection site documents.

The inspector will utilize the Stallings SCM Inspection forms, notate site maps, and take digital photographs during the inspection; these materials will be included with the final inspection report. The final inspection report will be reviewed and certified by a qualified North Carolina Professional Engineer with NSCU Stormwater Inspector Certification.

We propose these services to be completed prior to June 30, 2025.

Assumptions/Exclusions

- Town will provide the best available documentation for SCM sites subject to MS4 post-construction requirements. Documentation examples include as-builts, approved construction plans, permit documents, engineering reports, past inspection reports, operations and maintenance agreements, final plats, and deed restrictions. If no documentation is available and/or unanticipated conditions are encountered during inspection, additional services may be required to provide a complete inspection report.
- Town will notify property owners of inspections and facilitate access to private properties as needed.
- Additional services may be required if access to a site is hazardous or poorly maintained. For example, access may be difficult if no maintenance path exists or if vegetation is significantly overgrown.

- Inspection services do not include specialized access (confined entry, entry by boat or diving, drone photography, etc.). We will recommend additional services to facilitate proper access based on site-specific conditions.

Fee Estimate

Based on the scope of services described above, we propose a fee of \$44,000 for this task, to be billed on an hourly not-to-exceed basis.

Thank you for choosing to work with Bolton & Menk. If this proposal is acceptable to you, we will submit a Task Order for your approval and authorization. Please reach out if you have any questions.

Sincerely,

A handwritten signature in black ink that reads "Mary Beth Meumann". The signature is written in a cursive style with a large, looped initial "M".

Mary Beth Meumann, P.E. (NC, SC)
Water Resources Project Engineer

From: [Burke, Neil](#)
To: [Erinn Nichols](#)
Cc: brad31970@gmail.com; [Wyatt Dunn](#); [Brad Richardson](#); [Kevin Parker](#)
Subject: 2024 Updated CRTPO MOU: Request for Signatures
Date: Thursday, August 1, 2024 12:40:01 PM
Attachments: [CRTPO MOU ENDORSED 2024 07 17.pdf](#)
[CRTPO MOU 2024 Update Signature Page.pdf](#)
Importance: High

Clerk Nichols:

The CRTPO Board endorsed an update to its Memorandum of Understanding (MOU) and authorized staff to circulate the updated document for signatures during the July 17 meeting.

In order for the CRTPO's updated MOU to be considered the current document, signatures must be received from the Chief Elected Official and Clerk from each of the CRTPO's voting jurisdictions. The CRTPO has retained an attorney, Mujeeb Shah-Khan, Esq. to assist with the MOU update process, and Mr. Shah-Khan has recommended that each jurisdiction listed in the MOU place the CRTPO's MOU on an upcoming agenda and take formal action to authorize for signature by the Chief Elected Official. Action by your board of elected officials is not a requirement, but a recommendation from legal council.

The updated CRTPO MOU and signature page is attached. The CRTPO Board leadership has requested that all jurisdictions sign and return the executed documents electronically to me via e-mail by **September 13, 2024.**

-
Please respond to this email with the anticipated date that the CRTPO's MOU will be place on the Stallings Town Council agenda.

Let me know if you have questions. Thanks!



Neil Burke, AICP PTP | Secretary
Charlotte Regional Transportation Planning Organization
[704-347-9695](tel:704-347-9695) | neil.burke@charlottenc.gov

Charlotte Regional Transportation Planning Organization

Memorandum of Understanding

Effective Date: [Date to be determined]

Endorsed by the
Charlotte Regional
Transportation Planning Organization
July 17, 2024

**MEMORANDUM OF UNDERSTANDING
FOR**

COOPERATIVE, COMPREHENSIVE, AND CONTINUING TRANSPORTATION PLANNING
AMONG

THE GOVERNOR OF THE STATE OF NORTH CAROLINA,
THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION,
THE CITY OF CHARLOTTE, TOWN OF CORNELIUS, TOWN OF DAVIDSON, TOWN OF
FAIRVIEW, TOWN OF HUNTERSVILLE, TOWN OF INDIAN TRAIL, IREDELL COUNTY, TOWN
OF MARSHVILLE, VILLAGE OF MARVIN, TOWN OF MATTHEWS,
MECKLENBURG COUNTY, TOWN OF MINERAL SPRINGS, TOWN OF MINT HILL, CITY OF
MONROE, TOWN OF MOORESVILLE, TOWN OF PINEVILLE,
TOWN OF STALLINGS, CITY OF STATESVILLE, TOWN OF TROUTMAN, UNION COUNTY,
TOWN OF WAXHAW, TOWN OF WEDDINGTON, VILLAGE OF WESLEY CHAPEL, TOWN OF
WINGATE, and the METROPOLITAN TRANSIT COMMISSION,
(hereinafter, the State, the Municipalities, the Counties, and the MTC)

IN COOPERATION WITH THE UNITED STATES DEPARTMENT OF TRANSPORTATION

WITNESSETH THAT:

WHEREAS, Section 134(a) of Title 23 of the United States Code states in relevant part:

“It is in the national interest—(1) to encourage and promote the safe and efficient management, operation, and development of surface transportation systems that will serve the mobility needs of people and freight, foster economic growth and development within and between States and urbanized areas better connect housing and employment, and take into consideration resiliency needs while minimizing transportation-related fuel consumption and air pollution through metropolitan and statewide transportation planning processes identified in this chapter; and (2) to encourage the continued improvement and evolution of the metropolitan and statewide transportation planning processes by metropolitan planning organizations, State departments of transportation, and public transit operators”;

WHEREAS, a transportation planning process includes the operational procedures and working arrangements by which short and long-range transportation plans are soundly conceived and developed and continuously evaluated in a manner that will:

1. Assist governing bodies and official agencies in determining courses of action and in formulating attainable capital improvement programs in anticipation of community needs; and,
2. Guide private individuals and groups in planning their decisions, which can be important factors in the pattern of future development and redevelopment of the area;

WHEREAS, Chapter 136, Article 3A, Section 136-66.2(a) of the General Statutes of North Carolina requires that:

“Each MPO, with cooperation of the Department of Transportation, shall develop a comprehensive transportation plan in accordance with 23 U.S.C. § 134. In addition, an MPO may include projects in its transportation plan that are not included in a financially constrained plan or are anticipated

to be needed beyond the horizon year as required by 23 U.S.C. § 134. For municipalities located within an MPO, the development of a comprehensive transportation plan will take place through the metropolitan planning organization. For purposes of transportation planning and programming, the MPO shall represent the municipality's interests to the Department of Transportation.”;

WHEREAS, Chapter 136, Article 3A, Section 136-66.2(b) and (b2) – (b4) of the N.C. General Statutes provides in relevant part that:

“After completion and analysis of the plan, the plan shall be adopted by both the governing body of the municipality or MPO and the Department of Transportation as the basis for future transportation improvements in and around the municipality or within the MPO. The governing body of the municipality and the Department of Transportation shall reach agreement as to which of the existing and proposed streets and highways included in the adopted plan will be a part of the State highway system and which streets will be a part of the municipal street system. As used in this Article, the State highway system shall mean both the primary highway system of the State and the secondary road system of the State within municipalities.

The municipality or the MPO shall provide opportunity for public comments prior to adoption of the transportation plan.

For portions of a county located within an MPO, the development of a comprehensive transportation plan shall take place through the metropolitan planning organization.

To complement the roadway element of the transportation plan, municipalities and MPOs may develop a collector street plan to assist in developing the roadway network. The Department of Transportation may review and provide comments but is not required to provide approval of the collector street plan.”;

WHEREAS, Chapter 136, Article 3A, Section 136-66.2(d) of the N.C. General Statutes provides in relevant part that:

“For MPOs, either the MPO or the Department of Transportation may propose changes in the plan at any time by giving notice to the other party, but no change shall be effective until it is adopted by both the Department of Transportation and the MPO.”;

WHEREAS, it is the desire of the State, the Municipalities, the Counties, and the MTC, in cooperation with the U.S. Department of Transportation, that their previously established continuing, comprehensive, and cooperative transportation planning process, as set forth in their Memorandum of Understanding effective as of October 10, 2013, be amended and restated to comply with 23 U.S.C. § 134 (Federal Highway Administration), 49 U.S.C. §§ 5303, 5305, 5306, and 5307 (Federal Transit Administration), and N.C. Gen. Stat. § 136-200.2; and

WHEREAS, the effective date of this document shall be the date on which it is signed by the Governor of the State of North Carolina, or his designee.

NOW, THEREFORE, the Memorandum of Understanding is amended and restated to read as follows:

SECTION I. It is hereby agreed that the State, the Municipalities, the Counties, and the MTC, in cooperation with the U.S. Department of Transportation, will participate in a continuing transportation planning process with responsibilities and undertakings as related in the following paragraphs:

- A. The Charlotte Regional Transportation Planning Organization, hereinafter referred to as the CRTPO, is hereby established and shall include the State, the Municipalities, the Counties, the

MTC, and the various agencies and units of local, State, and Federal government participating in the transportation planning for the area and listed as a non-voting members in Section I.H below.

- B. The area involved will consist of the Charlotte Urban Area as defined by the United States Department of Commerce, Bureau of the Census, in addition to that area beyond the Charlotte Urban Area that is expected to become urban within a twenty-year planning period (collectively referred to as the Planning Area).

Portions of the Charlotte Urban Area located in the following counties are by agreement with adjacent metropolitan planning organizations (MPOs) not part of the Planning Area: Cabarrus, Catawba, Gaston, Lancaster, Lincoln and York. The responsibility for implementing a continuing transportation planning process shall be the responsibility of those MPOs, as noted in the mutually adopted agreements between the CRTPO and the adjacent MPOs.

- C. The continuing transportation planning process will be a cooperative one and all planning discussions will be reflective of and responsive to the comprehensive plans for growth and development of the Planning Area.
- D. The continuing transportation planning process will be conducted in accordance with the intent, procedures, and programs of Title VI of the Civil Rights Act of 1964, as amended.
- E. The CRTPO shall maintain a centralized information repository including, but not limited to, the Metropolitan Transportation Plan; the Comprehensive Transportation Plan; the Unified Planning Work Program (UPWP); air-quality conformity analysis; the Bylaws and membership lists of CRTPO and its Technical Coordinating Committee (TCC); copies of all final environmental studies, public hearing maps, roadway corridor official maps, and noise reports on projects within the Planning Area; copies of adopted transportation project alignments; the Transportation Improvement Program (local and state); and any other appropriate archival information. The CRTPO shall endeavor, through the affected local governments and appropriate technological means, to make this information easily available to local governments, residents, and individuals involved in land development and real estate transactions.
- F. A Policy Board is hereby established with responsibility for cooperative transportation planning decision making for the CRTPO and coordinating transportation policy of the Municipalities and Counties within the Planning Area.
- G. The duties and responsibilities of the Policy Board are as follows:
 - 1. The Policy Board, in cooperation with the State and publicly owned operators of mass transportation services, shall be responsible for carrying out the urban transportation planning process specified by the U.S. Department of Transportation.
 - 2. The Policy Board shall be the forum for cooperative decision-making by elected officials of the Municipalities and Counties and by the other members of the Policy Board. However, this shall not limit the Policy Board's local responsibility for (a) ensuring that the transportation planning process and the plans and improvement projects that emerge from that process are consistent with the policies and desires of the Municipalities and Counties; nor, (b) serving as a forum for the resolution of conflicts that arise while developing the UPWP, Metropolitan Transportation Plan, and Transportation Improvement Program.

3. The Policy Board shall review and approve the UPWP, Metropolitan Transportation Plan, and Transportation Improvement Program (or any amendments thereto).
4. The Policy Board shall be responsible for adopting and amending the Comprehensive Transportation Plan. Action of the Policy Board in this regard (and this regard only) shall be construed as definitive action of any and all affected Municipalities and shall meet the statutory requirement of G.S. 136-66.2(b) without further action of the Municipality(ies).
5. The Policy Board shall have the responsibility for: keeping the Boards of the Municipalities and Counties informed of the status and requirements of the transportation planning process; assisting in the dissemination and clarification of the decisions, inclinations, and policies of those Boards; and ensuring meaningful resident participation in the transportation planning process.
6. The Policy Board shall review, approve, and endorse changes to the Federal-Aid Urban Area System and Boundary, in conformance with Federal regulations.
7. The Policy Board shall review, approve, and endorse a Prospectus for transportation planning that defines work tasks and responsibilities for the various governing bodies and agencies participating in the transportation planning process.
8. The Policy Board shall conduct the transportation planning process in conformance with the Clean Air Act, as amended.

The Policy Board is responsible for conducting public involvement and technical analyses to determine the preliminary alignments for transportation projects included in the Comprehensive Transportation Plan and Metropolitan Transportation Plan. For mass transit projects, CRTPO will work in cooperation with the Charlotte Area Transit System and the Metropolitan Transit Commission, or any other relevant governmental agency that has jurisdiction in the CRTPO planning area. These alignments will be used by local jurisdictions through their land development ordinances for right-of-way protection purposes. Once the Policy Board has adopted an alignment, it can be modified only by official Policy Board action as outlined in the Bylaws of the CRTPO and the TCC and in accordance with any applicable procedures detailed in the Public Involvement Plan.

The Policy Board will adopt an alignment for right-of-way purposes even if it was produced through a State or locally funded environmental study process.

All Policy Board alignment decisions are subject to the voting rules contained in Section I.I of this Memorandum of Understanding.

9. Each Municipality's or County's member of the Policy Board shall be responsible for instructing the clerk of his/her local government to submit certified and sealed copies of minutes or resolutions to the secretary of the CRTPO when formal action involving the Comprehensive Transportation Plan is taken by his/her local government.
10. The Policy Board is responsible for the distribution of funds allocated to the CRTPO under the provisions of the federal Infrastructure Investment and Jobs Act, and successor legislation.

- 11. The Policy Board shall adopt a set of Bylaws for the CRTPO. Amendments to the Bylaws shall be approved by a vote according to Section I.I.6 below.
 - 12. The Policy Board shall have the primary responsibility for facilitating resident input into the continuing transportation planning process.
 - 16. Any other duties the Policy Board identifies as necessary to further facilitate the transportation planning process.
- H. The Policy Board shall consist of both voting and non-voting members. The Policy Board shall have a Chairperson and Vice-Chairperson elected in accordance with the CRTPO Bylaws and shall meet in accordance with the Bylaws.

Voting membership: The voting members of the Policy Board shall consist of the Chief Elected Official (or a single representative designated by the Chief Elected Official) of each Municipality and County, as well as two members from the North Carolina Board of Transportation (as specified below) and one member representing the MTC. The Chief Elected Official of each Municipality and County is strongly encouraged to designate an alternate, in accordance with the rules contained within the CRTPO Bylaws.

Each voting member shall have the indicated number of votes below for its respective governing body or agency for all voting purposes:

Unit	Number of votes
City of Charlotte	31
Town of Cornelius	2
Town of Davidson	1
Town of Fairview	1
Town of Huntersville	3
Town of Indian Trail	2
Iredell County	3
Town of Marshville	1
Village of Marvin	1
Town of Matthews	2
Mecklenburg County	3
Town of Mineral Springs	1
Town of Mint Hill	2
City of Monroe	2
Town of Mooresville	3
Town of Pineville	1
Town of Stallings	1
City of Statesville	2
Town of Troutman	1
Union County	3
Town of Waxhaw	2
Town of Weddington	1
Village of Wesley Chapel	1
Town of Wingate	1
N.C. Board of Transportation (Division 10)	1
N.C. Board of Transportation (Division 12)	1
Metropolitan Transit Commission	1
Total	74

Voting members will vote on matters pursuant to the authority granted by their respective governmental bodies. The term of any voting member that is designated by a Chief Elected Official shall be one calendar year from the date of designation.

Any municipality that does not act to adopt this Memorandum of Understanding by its effective date, and is otherwise eligible for voting membership, may still qualify to have a voting member on the Policy Board if it adopts this Memorandum of Understanding within three months after its effective date. The effective date shall be defined as the date on which the Governor of the State of North Carolina, or his designee, signs this Memorandum of Understanding.

A municipality within the Planning Area must have a local land use plan and development ordinance in place in order to be a voting member. A county other than Iredell, Mecklenburg, and Union that becomes part of the Planning Area in whole or in part with at least 5,000 persons in the unincorporated area will also be eligible to have a voting member on the Policy Board if such county adopts this Memorandum of Understanding and its membership is approved by the Policy Board.

Non-voting membership: One representative from each of the following bodies will serve as a non-voting member of the Policy Board:

Charlotte-Mecklenburg Planning Commission
Iredell County Planning Board
Union County Planning Board
U.S. Department of Transportation – FHWA, FTA

Other local, State, or Federal agencies impacting transportation in the Planning Area, as well as municipalities in the Planning Area that do not otherwise qualify for voting membership, can become non-voting members upon invitation by the Policy Board.

I. Policy Board Voting Rules

1. Quorum for Policy Board meetings shall be established in accordance with the CRTPO Bylaws.
2. Each voting member of the Policy Board shall be eligible to vote and shall qualify as an “Eligible Member”; provided, however, a Municipality or County must be in good standing, as defined in Section I.L of this document, for its voting member to be an Eligible Member.
3. At Policy Board meetings where a quorum is present, an affirmative vote of the Eligible Members having at least a simple majority of the total votes cast by Eligible Members (according to the table in Section I.H above) shall determine all issues, except as provided in paragraphs 4, 5, and 6 below.
4. When any transportation project concerns a road that does not carry an Interstate, U.S., or N.C. route designation, and is totally contained within a single Municipality’s corporate limits or sphere of influence, its alignment shall not be determined by the Policy Board without the consent of such Municipality.

5. When any transportation project concerns a road that does not carry an Interstate, U.S. or N.C route designation and is within a Municipality's corporate limits or sphere of influence, the Policy Board cannot override the position of such Municipality about the alignment of the road only within its corporate limits or sphere of influence, but not outside its corporate limits or sphere of influence. However, the position of such a Municipality can be overridden by an affirmative vote of the Eligible Members having at least a $\frac{3}{4}$ supermajority of the total votes held by Eligible Members (according to the table in Section I.H above). Such vote must occur at a Policy Board meeting where a quorum is present.
6. Amendments to this Memorandum of Understanding or the CRTPO Bylaws require an affirmative vote of the Eligible Members having at least a $\frac{3}{4}$ supermajority of the total votes held by Eligible Members (according to the table in Section I.H above). Such vote must occur at a Policy Board meeting where a quorum is present.

J. A Technical Coordinating Committee, also referred to herein as the TCC, shall be established with the responsibility for (1) general review, guidance, and coordination of the transportation planning process for the Planning Area; (2) making recommendations to the respective local and State governmental agencies and the Policy Board regarding any necessary actions relating to the continuing transportation planning process; (3) facilitating coordination and communication between the State, the Municipalities, the Counties, the MTC, and other member agencies of the TCC; (4) facilitating coordination of transportation planning with other planning efforts, such as those concerning land use, public utilities, and maintenance of air quality; and (5) facilitating public involvement and resident participation regarding transportation planning issues. The TCC shall also be responsible for the development, review, and recommendation for approval of the Prospectus, UPWP, Comprehensive Transportation Plan, Transportation Improvement Program, Federal-Aid Urban System and Boundary, and Metropolitan Transportation Plan, and planning resident participation.

Membership of the TCC shall be defined according to the TCC's Bylaws and shall include technical representation from all local, county and State governmental agencies directly related to and concerned with the transportation planning process for the Planning Area.

A TCC member (or alternate) cannot be an elected official of any Municipality or County. TCC members from the Municipalities shall be the chief administrative officers (i.e. city/town managers) or their designees. TCC members from other entities may be their chief administrative officers or their designees. TCC members must be employees of the governing body or agency they represent. Each TCC member shall have one vote.

K. Administrative coordination for the Policy Board and TCC will be performed by the Charlotte Planning, Design & Development Department's Regional Transportation Planning Division Manager (Division Manager), in collaboration with the Chairperson of the Policy Board. Administrative support shall be furnished by the Director of the Charlotte Planning, Design & Development Department. The Division Manager shall supervise additional CRTPO staff as necessary and approved in the annual work program. The Division Manager, or their designee, will serve as the Secretary for the Policy Board and TCC with the responsibility for such functions as follows:

1. Arranging meetings and agendas
2. Maintaining minutes and records
3. Preparing the Prospectus and UPWP

4. Assembling and publishing the Transportation Improvement Program
5. Preparing the Metropolitan Transportation Plan
6. Collecting from Municipalities and Counties certified and sealed minutes and resolutions that document transportation plan revisions and submitting these for mutual adoption by the North Carolina Department of Transportation annually or more often if deemed necessary by the Policy Board or the Municipalities or Counties involved.
7. Monitoring the transportation planning process to ensure its execution is in accordance with the CRTPO's goals and objectives
8. Performing other coordinating functions as assigned by the Policy Board
9. Taking lead responsibility for structuring public involvement in the transportation planning process
10. Preparing the quarterly reimbursement requests for Section 104(f) planning funds and Section 5303 funds.
11. Supervising CRTPO staff

The Division Manager shall be hired by the Director of the Charlotte Planning, Design & Development Department. The Division Manager shall regularly report to the Policy Board and TCC on coordination activities and shall electronically or in writing inform interested parties of actions scheduled for consideration by the Policy Board and TCC.

L. Federal Aid Transportation Planning Grant Funds

1. All transportation and related Federal Aid planning grant funds available to promote the cooperative transportation planning process will be expended in accordance with the UPWP adopted by the Policy Board.
The required local match for Section 5303 funds shall be paid by the Municipality or County that is using such funds. The required local match for Section 104(f) planning funds shall be shared among all Municipalities and Counties pro rata based on population. The population totals used to calculate a Municipality's or County's pro rata share shall be based upon the most recent decennial Census.
2. A Municipality or County providing its share of the local-match funding by the beginning of the next Federal fiscal year shall be considered in good standing. Any Municipality or County not providing its share of the funding by the beginning of the next Federal fiscal year shall not be in a good standing during the next two Federal fiscal years.

Administration of funding in support of the transportation planning process on behalf of the CRTPO will be conducted by the City of Charlotte, which will execute appropriate agreements with funding agencies as provided by the UPWP.

SECTION II. The State, the Municipalities, the Counties, and the MTC may terminate their participation in the continuing transportation planning process and the CRTPO by giving 30 calendar days written notice to the Policy Board Chairperson prior to the date of termination. When annexation occurs and a Municipality's boundaries extend beyond the Planning Area, the newly expanded boundaries will automatically become part of the Planning Area and will be so designated on the Comprehensive Transportation Plan within 60 calendar days of the annexation. It is further agreed that the State, the Municipalities, the Counties, and the MTC will assist in the transportation planning process by providing planning assistance, data, and inventories in accordance with the Prospectus. Additionally, the Municipalities and Counties shall coordinate zoning and subdivision approval in accordance with the adopted Comprehensive Transportation Plan.

SECTION III. In witness whereof, the Division Administrator (Federal Highway Administration), on behalf of the United States Department of Transportation, and the Secretary of Transportation, on behalf of the Governor of the State of North Carolina, have signed this Memorandum of Understanding and the other parties to this Memorandum of Understanding have authorized appropriate officials to sign the same, the City of Charlotte by its Mayor, the Town of Cornelius by its Mayor, the Town of Davidson by its Mayor, the Town of Fairview by its Mayor, the Town of Huntersville by its Mayor, the Town of Indian Trail by its Mayor, Iredell County by the Chair of its Board of Commissioners, the Town of Marshville by its Mayor, the Village of Marvin by its Mayor, the Town of Matthews by its Mayor, Mecklenburg County by the Chair of its Board of Commissioners, the Town of Mineral Springs by its Mayor, the Town of Mint Hill by its Mayor, the City of Monroe by its Mayor, the Town of Mooresville by its Mayor, the Town of Pineville by its Mayor, the Town of Stallings by its Mayor, the City of Statesville by its Mayor, the Town of Troutman by its Mayor, Union County by the Chair of its Board of Commissioners, the Town of Waxhaw by its Mayor, the Town of Weddington by its Mayor, the Village of Wesley Chapel by its Mayor, the Town of Wingate by its Mayor, and the Metropolitan Transit Commission by its Chair.



Town of
Stallings

315 Stallings Road ▪ Stallings, North Carolina 28104

Zoning Map Amendment/Rezoning Application

***Please reference the Fee Schedule for cost.**

Application # (Staff): _____

Date Filed: _____

Community Meeting Date (If Applicable): _____

Planning Board Date: _____

Town Council/Hearing Date:

Zoning Map Amendment - Conventional	
Less than 2 acres	<input type="checkbox"/>
2-10 acres	<input type="checkbox"/>
Greater than 10 acres	<input type="checkbox"/>
Zoning Map Amendment – Conditional Zoning	
Less than 2 acres	<input type="checkbox"/>
2-10 acres	<input type="checkbox"/>
Greater than 10 acres	<input type="checkbox"/>
Conditional Use Permit Request	<input type="checkbox"/>
Zoning Text Amendment - UDO	<input type="checkbox"/>

To the Planning Board and Town Council of Stallings, NC:

I (we) the undersigned do hereby respectfully make application and request the Planning Board and Town Council to amend the zoning map of the Town of Stallings: In support of this application, the following facts are shown:

Conditional District Zoning?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Current Zoning (Circle One)	SFR-1 SFR-2 SFR-3 SFR-MH SRF-MH MU-1 MU-2 MFT AG TC CIV C-74 CP-485 VSR IND
Proposed Zoning (Circle One)	SFR-1 SFR-2 SFR-3 SFR-MH MU-1 MU-2 MFT AG TC CIV C-74 CP-485 VSR IND
Overlay Districts (If Applicable): (Circle One)	TNDO SCO HIO

Physical Property Address: 2916 Matthews Indian Trail rd.
Matthews NC, 28104

Description of Rezoning: To be re-zoned for a fire station

Tax Parcel Number(s) (PID Number): 07126043A		Total Acreage: 3.79
Property Owner(s): Stallings Fire Department		
Owner's Address: Po Box 940		
City: Indian Trail	State: NC	Zip: 28079
Contact Phone Number : 704-201-7767	Property Owner Email Address: cporter@stallingsfire.com	
Applicant Name if different than owner: Chief Charlie Porter	Applicant's Address: Po Box 940 indian trail nc, 28079	
Applicant Email Address : cporter@stallingsfire.com	Applicant's Phone Number: 704-201-7767	

MAP REQUIREMENTS

This application shall be accompanied by two (2) maps drawn to scale. Such maps shall be produced at a minimum of 18' x 24". An electronic version of the map shall also be submitted. The maps shall contain the following information:

- The subject property plus such property as to show the location of the subject property with reference to the nearest street intersection, railroad, stream or other feature identifiable on the ground.
- All properties which abut the property.
- If the property is in a subdivision of record, a map of such portion of the subdivision that would relate to the subject property to the closest street intersection.
- A written metes and bounds description of the property or properties.
- The present and proposed zoning classification of the lot(s) in question.
- The property identification number(s) of the lot(s) in question as issued by the Union County Tax Department.
- Full schematic design/site plan as described in Article 7.7 of the Stallings Development Ordinance (*only if the application is for a conditional district*).

MAP AMENDMENT REQUIREMENTS

If a straight rezoning (not a CD) is requested, then please leave the space below blank.

If a Conditional District (CD) is requested, you must list the specific sections of the Unified Development Ordinance from which you seek changes. You may list these on a separate sheet of paper.

- As described in Article 5.4 of the Stallings Development Ordinance, whenever there is a zoning map amendment, the Town of Stallings is required to notify the owner of said parcel of land as shown on the county tax listing, and the owner of all parcels of land abutting that parcel of land as shown on the county tax listing. The required notice shall be mailed by first class mail at least 10 days but not more than 25 days prior to the date of the public meeting.



MEMO

To: Stallings Town Council
 From: Max Hsiang, Planning & Zoning Director
 Date: 08/12/2024
 Re: RZ24.06.01 - General Rezoning SFR-1 to C-74

Request:

The Stallings Fire Department requests a general rezoning for 2916 Matthews-Indian Trail Rd, PID#07126043A, from its current Single-Family Residential (SFR-3) zoning to US Highway 74 Commercial (C-74).

Property Details:

- Address: 2916 Matthews-Indian Trail Rd
- Parcel #: 07126043A
- Owner: Stallings Fire Department
- Acreage: 3.79 ac
- Existing Use: Residential
- Current Zoning: SFR-3
- Requested Zoning: C-74
- Future Land Use: Walkable Activity Center
- Small Area Plan: N/A
- Greenway Master Plan: Yes

C-74 Compared to SFR-1:

	Requested Zoning - C-74	Current Zoning - SFR-3
Allowed Uses	Vocational, Business, or Secretarial Schools, Apparel Sales, Grocery & Related Product Sales, Sporting & Recreational Goods, Veterinary Services, Theatres, Fire Station	Detached House, Accessory Unit, Fences & Walls, Family Care Facility, Home Occupation, Parks & Recreation Facility
Lot Size Minimum	10,000 sf	10,000 sf
Lot Width Frontage	360' on Hwy, 125'	80'
Front Setback	27' on Hwy, 12' or buffer/building lot type width, whichever is greater	30'
Rear Setback	12' or buffer width, whichever is greater	30'
Side Setback	0' or buffer width, whichever is greater	10'

Tree save, buffers, stormwater, and open space apply of the property were to be re-developed.

Street View & Aerial:

Continue to the next page.



Figure 1: Street View



Figure 2: Aerial

Zoning Map:

Continue to the next page.



Figure 3: Zoning Districts

Future Land Use:

- **Walkable Activity Center**
 Walkable activity centers serve broader economic, entertainment and community activities as compared to walkable neighborhoods. Uses and buildings are located on small blocks with streets designed to encourage pedestrian activities. Buildings in the core of a walkable activity center may stand three or more stories. Residential units or office space may be found above storefronts. Parking is satisfied by using on-street parking, structured parking and shared rear-lot parking strategies. A large-scale walkable activity center may be surrounded by one or more neighborhoods that encourage active living, with a comprehensive and interconnected network of walkable streets.
 - Primary Land Uses
 - Sit Down Restaurant
 - Community-serving Retail
 - Professional Office
 - Live/work/shop units
 - Townhome
 - Condominium
 - Apartment
 - Public Plaza
 - Secondary Land Uses



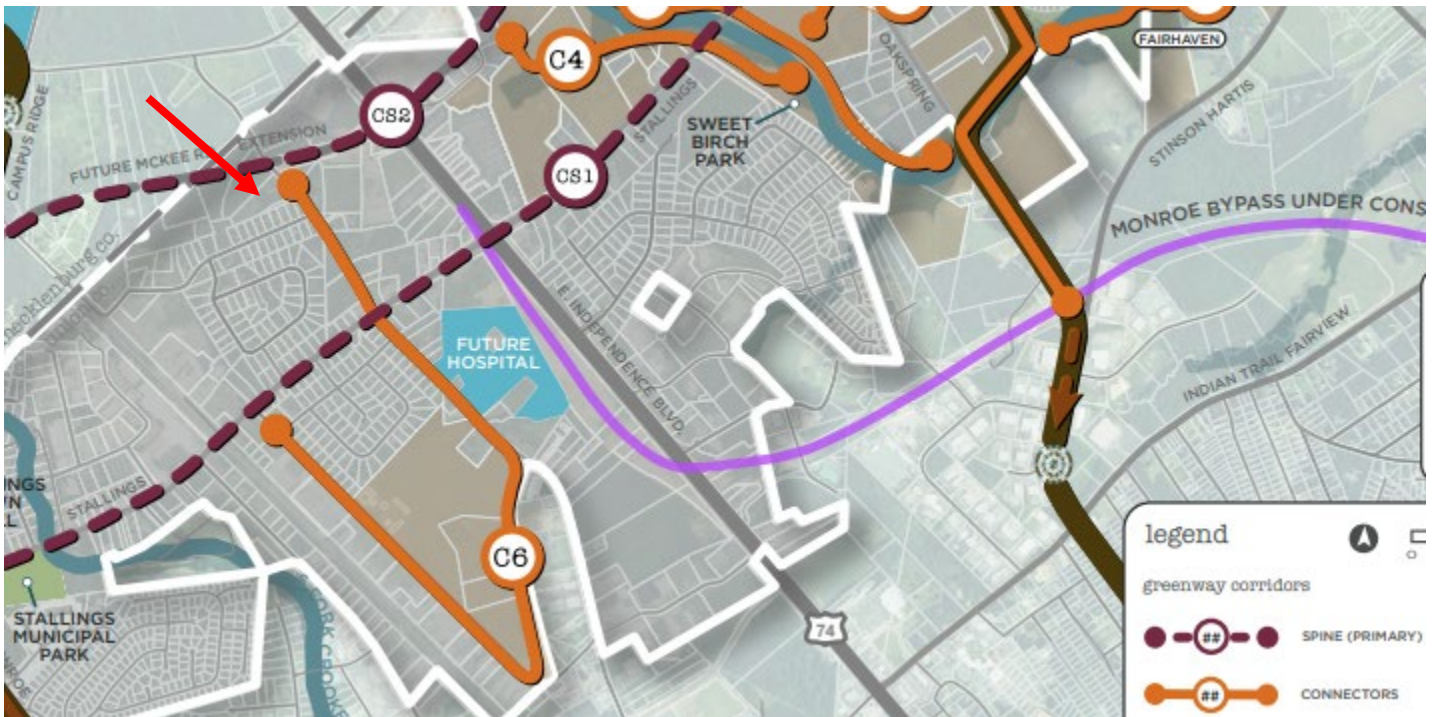
- Farmers Market
- Church

Small Area Plan:

- None available

Greenway Master Plan:

Yes - C6 Wellness Connector Required per Stallings Development Ordinance Article 21.3.



C6 WELLNESS CONNECTOR

TRAIL TYPE(S): Urban Spine; Suburban Spine; Typical Greenway

APPROXIMATE DISTANCE: 11,511 ft.

ESTIMATE OF PROBABLE COST: \$2,014,425 - \$3,165,525

The Wellness Connector (C6) extends from Stallings Road to the future Mckee Road extension along Smith Farm Road and Matthews-Indian Trail Road. Trail C6 connects to the future hospital site.

Trail Types Allowed:



Neighborhood Meeting:

The neighborhood meeting was held on July 10, 2024. Six people attended overall, and no opposition was presented.

Planning Board Recommendation:

The Planning Board recommended approval at their July 16, 2024, meeting.

Staff Recommendation:

The staff is recommending that the zoning application (RZ24.06.01) be approved. We believe the proposed zoning designation (C-74) is compatible with the area's long-term development plan (comprehensive land use plan).

Reasoning:

- This area's future land use plan designates it a "Walkable Activity Center." This designation encourages a variety of uses within a pedestrian-friendly environment.
- The C-74 zoning category aligns with this goal by allowing a mix of businesses, including:
 - Sit-down restaurants: Places where people can relax and enjoy a meal for an extended period.
 - Community-serving retail stores: Businesses catering to the residents' everyday needs.
 - Professional offices: Spaces for businesses like doctors, lawyers, or accountants.

The staff believes that approving the C-74 zoning will ensure the development is consistent with the area's overall vision.



Statement of Consistency and Reasonableness

ZONING AMENDMENT: RZ24.06.01

REQUEST: The Stallings Fire Department requests a general rezoning for 2916 Matthews-Indian Trail Rd, PID#07126043A, from its current Single-Family Residential (SFR-3) zoning to US Highway 74 Commercial (C-74).

WHEREAS, The Town of Stallings Town Council, hereafter referred to as the "Town Council", adopted the Stallings Comprehensive Land Use Plan on November 27, 2017; and

WHEREAS, the Town Council finds it necessary to adopt a new land development ordinance to maintain consistency with the Comprehensive Land Use Plan; and

WHEREAS, the Town Council finds it necessary to revise the Unified Development Ordinance to comply with state law found in NCGS § 160D.

WHEREAS, the Town Council finds it necessary to consider the Planning Board's recommendations.

THEREFORE, The Town Council hereby votes that the proposed zoning amendment is consistent and reasonable with the Comprehensive Land Use Plan adopted on November 27, 2017, based on the goals and objectives set forth in the document of promoting quality development and consistency with all state-mandated land use regulations established through NCGS § 160D. The Town Council **Approves** the proposed amendment and stated that the Town Council finds and determines that the zoning amendment is consistent and reasonable with the key guiding principles, goals, and objectives of the Comprehensive Land Use Plan for the following reasons:

1. This area's future land use plan designates it as a "Walkable Activity Center." This designation encourages a variety of uses within a pedestrian-friendly environment.
2. The C-74 zoning category aligns with this goal by allowing a mix of businesses, including Sit-down restaurants, Places where people can relax and enjoy a meal for an extended period; community-serving retail stores, Businesses catering to the residents' everyday needs; and professional offices, Spaces for businesses like doctors, lawyers, or accountants.
3. This rezoning will also help increase the number of commercial business opportunities in the Town, as per the Town of Stallings Economic Development Plan.

Adopted this the __ day of _____, 2024

Mayor

Attest:

Town Clerk



MEMO

To: Stallings Town Council
From: Max Hsiang, Planning & Zoning Director
Date: 08/12/2024
RE: MSP24.05.01 - Atrium Master Sign Plan Amendment

Request:

Atrium Health Union West has submitted an amendment to the Master Sign Plan in accordance with Section 17.10 of the Town of Stallings Unified Development Ordinance. They are requesting this amendment to add 2 additional signs to the hospital's exterior. They make this request to accommodate the adequate signage required to meet the hospital's needs. They have provided all the required information to the Development Administrator.

Master Sign Plan:

Regardless of the other provisions of Article 17, the Council may approve a master sign plan for specified areas of the Town or certain development projects listed. The approved master sign plan may include signs of different sizes, types, locations, placement, and height from those otherwise enumerated in this Article

The purpose behind this section of Article 17 is to permit creativity in sign design and placement to address site issues and constraints associated with topography, pedestrian orientation, and other conditions unique to the subject development or area of Town.

Master Sign Plan Process:

1. Application
 - Atrium falls under the category of commercial developments and, therefore, are allowed to have a Master Sign Plan.
2. Submittal
 - The submittal was submitted on ___ for consideration to the Development Administrator. The proposal illustrated the proposed signs, their location, and a statement explaining why the existing sign regulations could not be followed.
 - The submittal showed how the proposed signage plans differed from what could be provided under the existing sign regulations outlined in Article 17.
3. Review
 - The Development Administrator scheduled the master sign plan for Planning Board and Town Council consideration in accordance with the notice and public hearing procedures outlined in Article 5.
 - The Planning Board shall recommend to the Council whether to deny or approve the proposed master sign plan in part or in total. It shall further recommend conditions regarding approval where deemed warranted.
 - The Council may deny or approve the proposed master sign plan in part or total and may establish conditions regarding approval. If the master sign plan is denied, the applicant

must wait at least ninety (90) days before reapplying for a new master sign plan substantially similar (as defined in Article 3) to the proposed master sign plan.



Figure 1: Map of Requested Signs

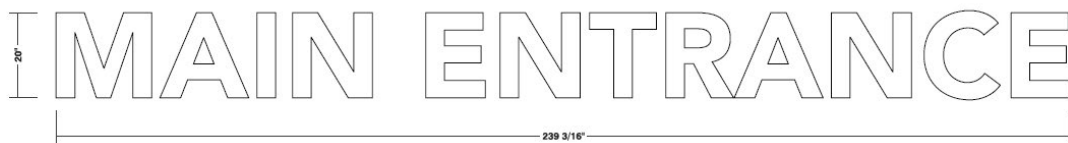


Figure 2: New Main Entrance Sign/Graphics

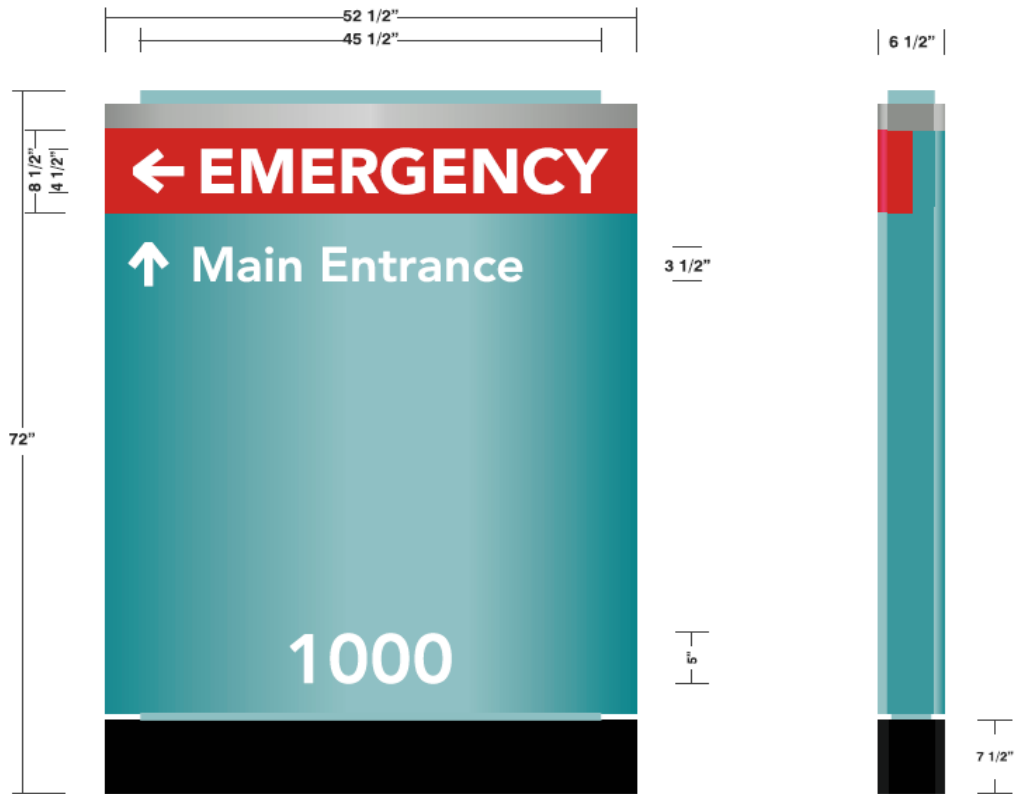


Figure 3: Directional Sign/Graphics

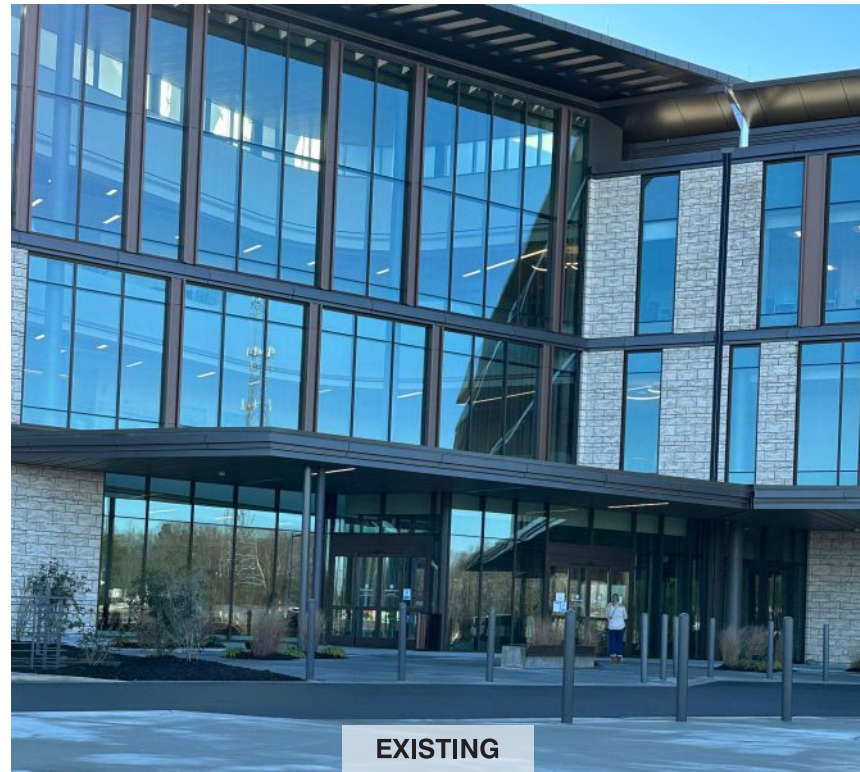
Planning Board Recommendation:

The Planning Board recommended approval at their July 12, 2024, meeting.

Staff Recommendation:

Staff recommends approval. The two additional signs are consistent with the overall character of the previously approved Master Sign Plan. And they promote the health, safety, and welfare of the community.

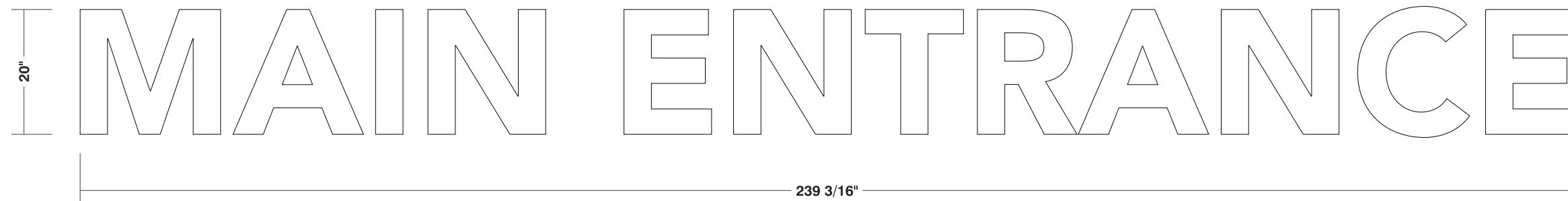




EXISTING



PROPOSED



CLIENT

Atrium Health Union West

1000 & 1100 Healing Way
Stallings, NC 28104

Brandon Wallace

PROJECT

Main Entrance Illuminated Letters

SPECS

SIGN 1

20"H ALUMINUM CHANNEL LETTERS
w/ 3/16" THICK TRANSLUCENT
WHITE ACRYLIC FACES. WHITE TRIM
CAP & WHITE RETURNS

FULLY FINISHED BACK, PAINTED
WHITE

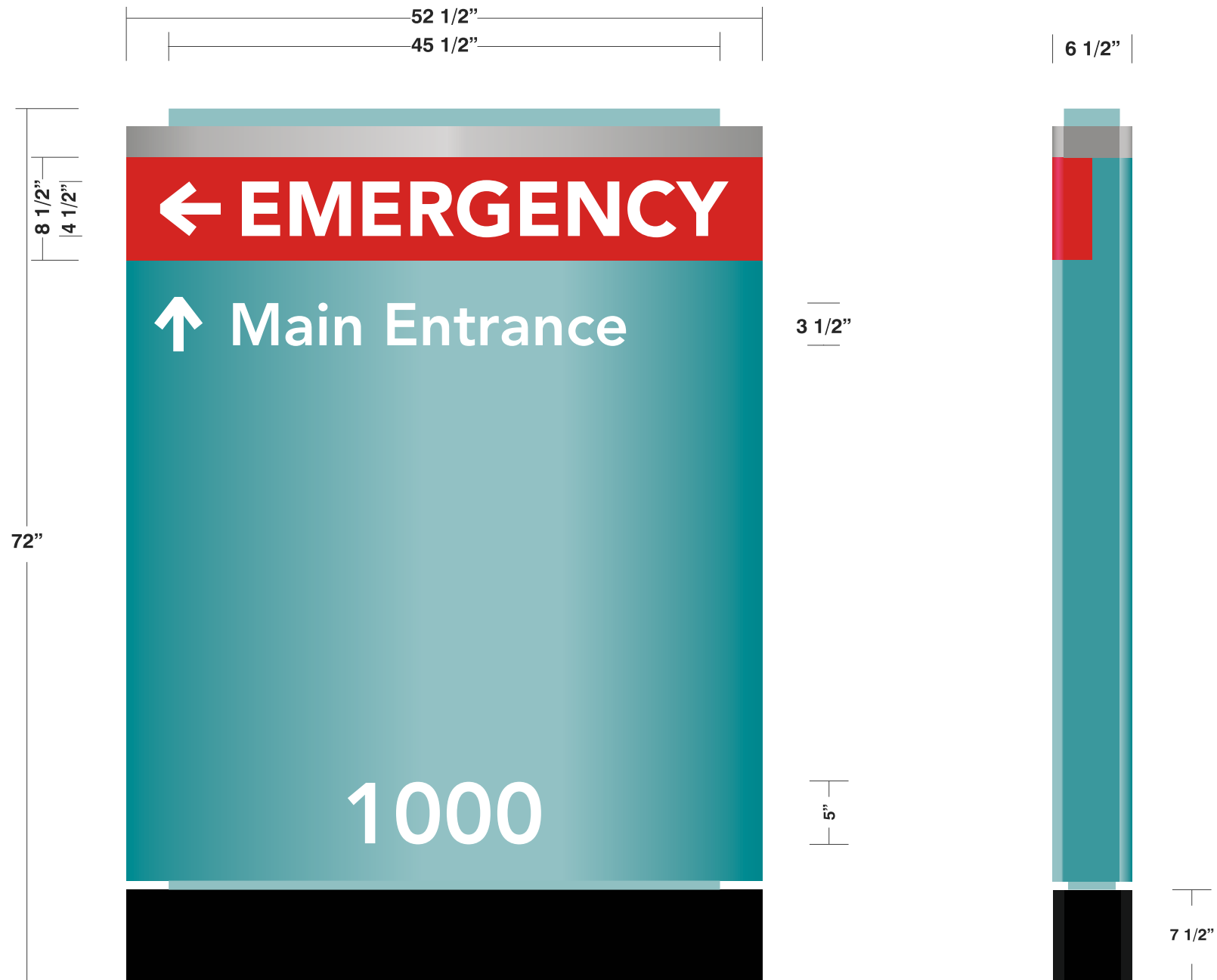


RPSIGNS

3108 Monroe Road, Charlotte, NC 28205
p: 704.344.8552 f: 704.375.8081
www.rpsigns.net

Project Manager: **W. Johnson**
whitney@rpsigns.net

Designer: OB • Date: 2.6.23



CLIENT

Atrium Health Union West

1000 & 1100 Healing Way
Stallings, NC 28104

Brandon Wallace

PROJECT

Exterior Signage

SPECS

SIGN 25

DIRECTIONAL SPECIFICATIONS

CABINET TO HAVE 1/2" RETAINER SYSTEM FOR WHITE ACRYLIC w/ RED TRANSLUCENT VINYL APPLIED FIRST SURFACE w/ COPY WEDED OUT

INTERNALLY ILLUMINATED SIGN w/ ROUTED COPY BACKED w/ ACRYLIC

REVEAL
MINIMUM .125" THICK PAINTED ALUMINUM CLADDING

SIGN POST: 3" SQUARE POST

QTY. 1



RPSIGNS

3108 Monroe Road, Charlotte, NC 28205
p: 704.344.8552 f: 704.375.8081
www.rpsigns.net

Project Manager: **W. Johnson**
whitney@rpsigns.net

Designer: OB • Date: 9.18.23



MEMO

To: Stallings Town Council
 From: Mia Pulczynski, Planning Intern
 Date: 08/12/2024
 Re: TX24.06.01 - Parking Amendments to Table 12.1

Request:

Staff requests a text amendment in the Stallings Development Ordinance Article 12.12 to amend Table 12.1, the off-street parking requirements by removing the minimum space requirement, adding minimum off-street bicycle space requirements, simplifying the land use categories, and reformatting the maximum requirements to be more easily interpreted and measured. Staff also requests that Articles 12.3-4 and 12.3-5 become reserved sections because they relate to the enforcement of the town’s parking requirements rather than addressing requirements for future developments. They apply to the Code of Ordinances rather than the Development Ordinance.

12.3-4 ~~Parking on Residential Streets~~

~~Parking shall be allowed along all residential streets except along alleys, designated bike lanes, within eight (8') feet of a driveway apron, within fifteen (15') linear feet of a fire hydrant, and areas specifically signed for no parking.~~

12.3-5 ~~No Parking in Right-of-Way~~

~~In no case shall minimum required off-street parking spaces(s), whether enclosed or not, extend into the public right of way, or into an easement for a public sidewalk on private property, exception within the TC District.~~

12.12 Off-Street Parking Requirements

~~While on-street parking can contribute substantially to everyday parking needs, sufficient off-street parking must also be provided to serve the particular needs of the building(s). The following minimum and maximum requirements for off-street parking are set forth in Table 12.1. to ensure the provision of adequate off-street parking while preventing the development of parking areas that are under used.~~

~~Minimum required parking spaces can be reduced by twelve (12%) percent where fully enclosed bicycle lockers are provided on a one-for-one exchange ratio, except for single family detached dwellings.~~

For any use not specifically listed in Table 12.1, the parking, stacking, and loading requirements shall be those of the most similar use characteristic.

Off-street Parking:

Type of Land Use	Minimum	Maximum
<u>Residential</u>		

Accessory dwelling unit	1	2
Dwellings, multi-family with 2 bedrooms or less	1 per unit	2 per unit
Dwellings, multi-family with 3 bedrooms or more	2 per unit	3 per unit
Dwellings, single-family with 2 bedrooms or less	1 per unit	not applicable
Dwellings, single-family with 3 bedrooms or more	2 per unit	not applicable

Type of Land Use	Minimum	Maximum
<u>Public Facilities and Institutions</u>		
Ambulance services, fire stations, police stations	1 per employee on largest shift	not applicable
Family care homes, group homes, including Assisted living /Adult care/Child care/Nursing/Shelter facilities	1 per employee on largest shift, plus 1 space per 6 clients	not applicable
Churches, Synagogues, and places of worship	1 space for each 5 seats or each 40 sq. ft. of floor area available for movable seats	1 space for each 3 seats or each 30 sq. ft. of floor area available for movable seats
Civic facilities	1 per 350 sq. ft.	1 per 250 sq. ft.
Colleges and universities	1 per 3 employees, plus one space per 3 full-time students not residing on campus	1 per 1 employee, plus one space per each 1 full-time student not residing on campus
Hospitals	1 per 4 in-patient or out-patient beds plus 1 space per 2 employees on largest shift	1 per 3 in-patient or out-patient beds plus 1 space per 1 employee on largest shift
Medical, dental, or related offices	1 per examining room plus 1 space per 2 employees	1.3 per examining room plus 1 space per employee

Schools (kindergarten, elementary, middle, and high)	1 per 0.5 classrooms, plus 1 space per 5 students for high schools	1 per 0.33 classrooms, plus 1 space per 4 students for high schools
--	--	---

Type of Land Use	Minimum	Maximum
<u>Office, Business, and Industrial Uses</u>		
Banks & financial institutions	1 per 350 Sq. ft. gross floor area	1 per 200 sq. ft gross floor area
Barber shops and salons	1 per 0.5 operator stations, plus one space per 2 employees on shift of greatest employment	1 per 0.33 operator stations, plus one space per 2 employees on shift of greatest employment
Equipment rental and leasing establishments	1 per 350 sq. ft.	not applicable
Flea markets; open air sales	1 per 0.5 acre of site area plus 1 per 2 employees on largest shift	not applicable
Funeral establishments	1 per 4 seats of largest public room	not applicable
Furniture sales, floor covering sales	1 per 1500 sq. ft. gross floor area	not applicable
Health and fitness facilities; similar indoor recreation	1 per 200 sq. ft.	not applicable
Hotels and motels	1 per 2 guest rooms, plus additional spaces as required for other uses within the hotel/motel	1 per 1 guest room, plus additional spaces as required for other uses within the hotel/motel
Kennels or pet grooming	1 per 500 sq. ft. of sales, grooming, or customer waiting area plus 1 space per 2 employees on largest shift	1 per 350 sq. ft. of sales, grooming, or customer waiting area plus 1 space per 1 employee on largest shift

Type of Land Use	Minimum	Maximum
Live-work unit	1 per residential unit plus each 350 sq. ft. of office/business space	2 per residential unit plus each 250 sq. ft. of office/business space
Manufacturing, assembly or finishing operations	1 per 2 employees on shift of greatest employment, plus 1 space per 400 sq. ft. of retail sales or customer service area	1 per 1 employee on shift of greatest employment, plus 1 space per 200 sq. ft. of retail sales or customer service area
Motor vehicle, motorcycle, or recreational vehicle sales or display rental; manufactured home sales	1 per 20,000 sq. ft. of display area plus 1 space per 2 employees on largest shift	1 per 5,000 sq. ft. of display area plus 1 space per employee on largest shift
Office	1 per 350 sq. ft.	1 per 200 sq. ft.
Repair and service businesses providing on-site services	1 per 350 sq. ft.	1 per 200 sq. ft.
Repair and service businesses providing off-site services	1 per 2 employees	1 per 1 employee
Restaurants, bars, night clubs (plus 11 spaces for stacking if drive-through service is proposed)	1 per 4 seats, plus one space per 2 employees on shift of greatest employment	1 per 2 seats, plus one space per 1 employee on shift of greatest employment
Retail Sales	1 per 350 sq. ft.	1 per 200 sq. ft.
Self-service storage facilities	1 per 30 storage units, plus one space per 2 employees on shift of greatest employment	1 per 15 storage units, plus one space per 1 employee on shift of greatest employment

Type of Land Use	Minimum	Maximum
Servicing, packaging, and storage of commodities	1 per 2 employees on shift of greatest employment	1 per 1 employee on shift of greatest employment

Theaters, stadiums, arenas, and sports courts	1 per 4 seats	1 per 3 seats
Vehicle service stations and auto repair garages (area at gas pump is not recognized as parking spaces)	1 per 3 service bays, plus one space per 2 employees on shift of greatest employment	1 per 1 service bay, plus one space per 1 employee on shift of greatest employment
Veterinary services	1 per 1 employee, plus 2 spaces per doctor	1 per 1 employee, plus 4 spaces per doctor
Warehouses, wholesale, and distributive businesses	1 per 2 employees on shift of greatest employment, plus one space per 350 sq. ft. of area open to the public	1 per 1 employee on shift of greatest employment, plus one space per 200 sq. ft. of area open to the public
Other		
Amusement parks, fairgrounds, skating rinks	1 per 850 sq. ft. of activity area	1 per 200 sq. ft. of activity area
Athletic fields	1 per 2,500 sq. ft. of field	1 per 1000 sq. ft. of field
Equestrian facility	1 per 5 stalls	1 per 1 stall
Golf courses	1 per 4 tees	1 per tee
Tennis Courts	1 per 3 courts	1 per court

Amendment:

Article 12.3-4 (Reserved)

Article 12.3-5 (Reserved)

12.12 Off-Street Parking Requirements

The number of required off-street parking spaces for various land uses shall be set forth in Table 12.1. The off-street parking requirements of this section shall apply exclusively to new development and parking spaces located off the public right-of-way. Residential driveways and on-street parking shall not be considered in determining compliance with these requirements. Existing developments are exempt from the provisions of Table 12.1. For any land use not explicitly listed in Table 12.1, the off-street parking, stacking, and loading requirements shall be determined by the Development Administrator based on the most similar use category.

Table 12.1 Off-street Parking:

Residential	Maximum	Minimum Bicycle Spaces
Dwelling, Residential	3 per unit	N/A
Dwelling, Accessory Structure	2 per unit	
Dwelling, Multi-Family	3 per unit	1 per 15 dwelling units

Public Facilities & Institutions	Maximum	Minimum Bicycle Spaces
Schools	3 per 1,000 SF of GFA	5% of automobile spaces
Civic Facilities	3 per 1,000 SF of GFA	
Places of Worship	3 per 1,000 SF of GFA	
Family and Group Homes	3 per 1,000 SF of GFA	
Hospitals	6 per 1,000 SF of GFA	

Office & Service	Maximum	Minimum Bicycle Spaces
Professional Offices & Services	5 per 1,000 SF of GFA	5% of automobile spaces
Hotels and Motels	5 per 1,000 SF of GFA	

Commercial & Retail	Maximum	Minimum Bicycle Spaces
Retail Sales and Commercial	5 per 1,000 SF of GFA	5% of automobile spaces

Industrial & Manufacturing	Maximum	Minimum Bicycle Spaces
Industrial, Manufacturing, and Warehouse Facilities	2 per 1,000 SF of GFA	5% of automobile spaces

Recreation & Entertainment	Maximum	Minimum Bicycle Spaces
---------------------------------------	----------------	-------------------------------

Parks	5 per 1,000 SF within an enclosed building	5% of automobile spaces
Athletic Fields and Golf Courses	5 per 1,000 SF of Field	
Athletic Courts	1 per court	
Fairgrounds, Amusement Parks	5 per 1,000 SF of Activity Area	

Planning Board Recommendation and Staff Response

The Planning Board met on June 18, 2024, and expressed concern about the lack of minimum parking requirements, focusing on residential areas.

In this memo, we presented a table that best aligns with the goals stated in the Comprehensive Land Use Plan. If the Council prefers to keep minimums in the ordinance, staff have created two alternative versions of Table 12.1: one that includes minimums for every category and one that includes minimums for only the residential category.



Text Amendment TX24.06.01

Off-Street Parking Requirements

08-12-2024

Town Council | Mia Pulczynski

Request



▣ TX24.06.01

1.) **Amending Table 12.1 - Off Street Parking Requirements**

- **Why?** The current version of Table 12.1 is overcomplicated and inconsistent within itself and inconsistent with surrounding municipalities with similar development patterns as Stallings.

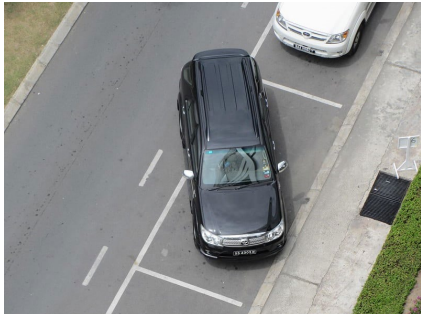
2.) **Reserving Section 12.3-4 and 12.3-5 for the Code of Ordinances.**

- **Why?** They relate to the enforcement of the town's parking requirements rather than addressing requirements for future developments. Therefore, these sections apply to the Code of Ordinances rather than the Development Ordinance.

What Qualifies as Off-Street Parking?

Off-Street Parking

- Parking lots
- Designated parallel spots
- Housing guest parking



NOT Off-Street Parking

- Residential driveways
- Street parking without designated spaces



Existing Developments

- ❑ The updated parking requirements will apply **ONLY** to new developments.
- ❑ Existing developments are exempt from the requirements listed in Table 12.1.
- ❑ Driveways and off-street parking are not included in these requirements.
- ❑ These objectives were stated in the memo provided to you and would be included in Article 12.



Proposed Changes to Table 12.1

1.) Take away the minimum space requirement

- No other surrounding municipality has any minimum requirements
- A minimum requirement encourages unnecessary spaces to be created

2.) Condense the land-use categories and their requirements

- From 41 categories to 16 categories
- More simple, consistent, and user-friendly

3.) Incorporate the minimum bicycle space requirement to Table 12.1

- No changes to the current bicycle requirements, just their location

Proposed Changes to Article 12.3-4 & 12.3-5



- Reserve sections 12.3-4 and 12.3-5
 - 12.3-4 - Parking on Residential Streets
 - 12.3-5 - No Parking in Right-of-Way

- Sections 12.3-4 and 12.3-5 relate to the enforcement of the town's parking requirements rather than addressing requirements for future developments. Therefore, these sections apply to the Code of Ordinances rather than the Development Ordinance.



Municipality Comparison

- ❑ The off-street parking requirements of Matthews, Mint Hill, Waxhaw, and Indian Trail were used as a reference
- ❑ Ensures that the revised requirements are reasonable based on their use-type.
- ❑ Summary table was created for each municipality for comparison with Stallings
 - Summary table example for Mint Hill

Mint Hill															
UDO Location	6.31 Table G														
Additional Sections	Minimum Maximum Bicycle Minimum														
Use Categories	<table border="1"><thead><tr><th>Category</th><th>Max. # of Required Spaces</th></tr></thead><tbody><tr><td>Institutional/Civic</td><td>N/A</td></tr><tr><td>Warehouse and Industrial</td><td>2 per 1000 SF</td></tr><tr><td>Office</td><td>5 per 1000 SF</td></tr><tr><td>Retail and Retail Services</td><td>5 per 1000 SF</td></tr><tr><td>Restaurant</td><td>150% of minimum parking requirement (1 space per 4 seats)</td></tr><tr><td>Multifamily</td><td>2 per unit</td></tr></tbody></table>	Category	Max. # of Required Spaces	Institutional/Civic	N/A	Warehouse and Industrial	2 per 1000 SF	Office	5 per 1000 SF	Retail and Retail Services	5 per 1000 SF	Restaurant	150% of minimum parking requirement (1 space per 4 seats)	Multifamily	2 per unit
Category	Max. # of Required Spaces														
Institutional/Civic	N/A														
Warehouse and Industrial	2 per 1000 SF														
Office	5 per 1000 SF														
Retail and Retail Services	5 per 1000 SF														
Restaurant	150% of minimum parking requirement (1 space per 4 seats)														
Multifamily	2 per unit														



Table 12.1 Before Revision

Off-street Parking:

Type of Land Use	Minimum	Maximum
Residential		
Accessory dwelling unit	1	2
Dwellings, multi-family with 2 bedrooms or less	1 per unit	2 per unit
Dwellings, multi-family with 3 bedrooms or more	2 per unit	3 per unit
Dwellings, single-family with 2 bedrooms or less	1 per unit	not applicable
Dwellings, single-family with 3 bedrooms or more	2 per unit	not applicable

Type of Land Use	Minimum	Maximum
Public Facilities and Institutions		
Ambulance services, fire stations, police stations	1 per employee on largest shift	not applicable
Family care homes, group homes, including Assisted living / Adult care/Child care/Nursing/Shelter facilities	1 per employee on largest shift, plus 1 space per 6 clients	not applicable
Churches, Synagogues, and places of worship	1 space for each 5 seats or each 40 sq. ft. of floor area available for movable seats	1 space for each 3 seats or each 30 sq. ft. of floor area available for movable seats
Civic facilities	1 per 350 sq. ft.	1 per 250 sq. ft.
Colleges and universities	1 per 3 employees, plus one space per 3 full-time students not residing on campus	1 per 1 employee, plus one space per each 1 full-time student not residing on campus
Hospitals	1 per 4 in-patient or out-patient beds plus 1 space per 2 employees on largest shift	1 per 3 in-patient or out-patient beds plus 1 space per 1 employee on largest shift
Medical, dental, or related offices	1 per examining room plus 1 space per 2 employees	1.3 per examining room plus 1 space per employee
Schools (kindergarten, elementary, middle, and high)	1 per 0.5 classrooms, plus 1 space per 5 students for high schools	1 per 0.33 classrooms, plus 1 space per 4 students for high schools

Type of Land Use	Minimum	Maximum
Office, Business, and Industrial Uses		
Banks & financial institutions	1 per 350 Sq. ft. gross floor area	1 per 200 sq. ft gross floor area
Barber shops and salons	1 per 0.5 operator stations, plus one space per 2 employees on shift of greatest employment	1 per 0.33 operator stations, plus one space per 2 employees on shift of greatest employment
Equipment rental and leasing establishments	1 per 350 sq. ft.	not applicable
Flea markets; open air sales	1 per 0.5 acre of site area plus 1 per 2 employees on largest shift	not applicable
Funeral establishments	1 per 4 seats of largest public room	not applicable
Furniture sales, floor covering sales	1 per 1500 sq. ft. gross floor area	not applicable
Health and fitness facilities, similar indoor recreation	1 per 200 sq. ft.	not applicable
Hotels and motels	1 per 2 guest rooms, plus additional spaces as required for other uses within the hotel/motel	1 per 1 guest room, plus additional spaces as required for other uses within the hotel/motel
Kennels or pet grooming	1 per 500 sq. ft. of sales, grooming, or customer waiting area plus 1 space per 2 employees on largest shift	1 per 350 sq. ft. of sales, grooming, or customer waiting area plus 1 space per 1 employee on largest shift



Table 12.1 Before Revision (Continued)

Type of Land Use	Minimum	Maximum
Live-work unit	1 per residential unit plus each 350 sq. ft. of office/business space	2 per residential unit plus each 250 sq. ft. of office/business space
Manufacturing, assembly or finishing operations	1 per 2 employees on shift of greatest employment, plus 1 space per 400 sq. ft. of retail sales or customer service area	1 per 1 employee on shift of greatest employment, plus 1 space per 200 sq. ft. of retail sales or customer service area
Motor vehicle, motorcycle, or recreational vehicle sales or display rental; manufactured home sales	1 per 20,000 sq. ft. of display area plus 1 space per 2 employees on largest shift	1 per 5,000 sq. ft. of display area plus 1 space per employee on largest shift
Office	1 per 350 sq. ft.	1 per 200 sq. ft.
Repair and service businesses providing on-site services	1 per 350 sq. ft.	1 per 200 sq. ft.
Repair and service businesses providing off-site services	1 per 2 employees	1 per 1 employee
Restaurants, bars, night clubs (plus 11 spaces for stacking if drive-through service is proposed)	1 per 4 seats, plus one space per 2 employees on shift of greatest employment	1 per 2 seats, plus one space per 1 employee on shift of greatest employment
Retail Sales	1 per 350 sq. ft.	1 per 200 sq. ft.
Self-service storage facilities	1 per 30 storage units, plus one space per 2 employees on shift of greatest employment	1 per 15 storage units, plus one space per 1 employee on shift of greatest employment

Type of Land Use	Minimum	Maximum
Servicing, packaging, and storage of commodities	1 per 2 employees on shift of greatest employment	1 per 1 employee on shift of greatest employment
Theaters, stadiums, arenas, and sports courts	1 per 4 seats	1 per 3 seats
Vehicle service stations and auto repair garages (area at gas pump is not recognized as parking spaces)	1 per 3 service bays, plus one space per 2 employees on shift of greatest employment	1 per 1 service bay, plus one space per 1 employee on shift of greatest employment
Veterinary services	1 per 1 employee, plus 2 spaces per doctor	1 per 1 employee, plus 4 spaces per doctor
Warehouses, wholesale, and distributive businesses	1 per 2 employees on shift of greatest employment, plus one space per 350 sq. ft. of area open to the public	1 per 1 employee on shift of greatest employment, plus one space per 200 sq. ft. of area open to the public
Other		
Amusement parks, fairgrounds, skating rinks	1 per 850 sq. ft. of activity area	1 per 200 sq. ft. of activity area
Athletic fields	1 per 2,500 sq. ft. of field	1 per 1000 sq. ft. of field
Equestrian facility	1 per 5 stalls	1 per 1 stall
Golf courses	1 per 4 tees	1 per tee
Tennis Courts	1 per 3 courts	1 per court



Table 12.1 After Revision

Off-street Parking:

Residential	Maximum	Minimum Bicycle Spaces
Dwelling, Residential	3 per unit	N/A
Dwelling, Accessory Structure	2 per unit	
Dwelling, Multi-Family	3 per unit	1 per 15 dwelling units

Public Facilities & Institutions	Maximum	Minimum Bicycle Spaces
Schools	3 per 1,000 SF of GFA	5% of automobile spaces
Civic Facilities	3 per 1,000 SF of GFA	
Places of Worship	3 per 1,000 SF of GFA	
Family and Group Homes	3 per 1,000 SF of GFA	
Hospitals	6 per 1,000 SF of GFA	

Office & Service	Maximum	Minimum Bicycle Spaces
Professional Offices & Services	5 per 1,000 SF of GFA	5% of automobile spaces
Hotels and Motels	5 per 1,000 SF of GFA	

Industrial & Manufacturing	Maximum	Minimum Bicycle Spaces
Industrial, Manufacturing, and Warehouse Facilities	2 per 1,000 SF of GFA	5% of automobile spaces

Commercial & Retail	Maximum	Minimum Bicycle Spaces
Retail Sales and Commercial	5 per 1,000 SF of GFA	5% of automobile spaces

Recreation & Entertainment	Maximum	Minimum Bicycle Spaces
Parks	5 per 1,000 SF within an enclosed building	5% of automobile spaces
Athletic Fields and Golf Courses	5 per 1,000 SF of Field	
Athletic Courts	1 per court	
Fairgrounds, Amusement Parks	5 per 1,000 SF of Activity Area	



Comparison Example

Example: Hair Salon



Current Version of Table 12.1

Type of Land Use	Minimum	Maximum
Office, Business, and Industrial Uses		
Barber shops and salons	1 per 0.5 operator stations, plus one space per 2 employees on shift of greatest employment	1 per 0.33 operator stations, plus one space per 2 employees on shift of greatest employment



Revised Version of Table 12.1

Type of Land Use	Maximum	Bicycle Minimum
Office & Service		
Professional Offices and Services	5 per 1,000 SF of GFA	5% of automobile spaces

Planning Board Recommendations

Concerns

- ▣ Planning board was concerned about the lack of minimum parking requirements, especially in residential areas.

Staff Response

- ▣ Tonight, we presented a table that best aligns with the goals stated in the Comprehensive Land Use Plan. In the case that council prefers to keep minimums in the ordinance, staff has created 2 alternative versions of Table 12.1, one that includes minimums for every category and one that includes minimums for only the residential category.



Staff Recommendation

- Staff recommends approval of TX24.06.01
- Staff acknowledges the need to reformat Table 12.1 into a clearer and more condensed layout that can be easily interpreted by a user. This will maximize the user's understanding of the off-street parking space requirements in Stallings as new developments are built in compliance with the ordinance.
- Additionally, staff recommends that sections 12.3-4 and 12.3-5 become reserved sections. These sections relate to the enforcement of the town's parking requirements rather than addressing requirements for future developments. They apply to the Code of Ordinances rather than the Development Ordinance.

Vote and Statement of Consistency & Reasonableness



□ **Step 1 - Motion**

- Motion to recommend [Approval/Denial](#) for CZ24.06.01.

□ **Step 2 - Statement of Consistency and Reasonableness**

- With a statement of consistency that the proposal is [Consistent/Inconsistent](#) and [Reasonable/Not Reasonable](#) with the Comprehensive Land Use Plan.

□ **Step 3 - Reasoning**

- Staff suggested reasoning:

- Ensures that each building site provides an appropriate quantity and quality of off-street parking, reduces parking minimums, and implements right-size parking requirements which is consistent with the goals of the Comprehensive Land Use Plan.

(Strategy LU-4.6 & Diagnostics Summary pg. 12 & 13)

- Ensures that Section 12 of the Land Development Ordinance is clear and easy to interpret



**PLANNING
& ZONING**
TOWN of STALLINGS

Questions?



Statement of Consistency and Reasonableness

ZONING AMENDMENT: TX24.06.01

REQUEST: Staff requests a text amendment in the Stallings Development Ordinance Table 12.1 within Article 12.12 to amend the off-street parking requirements by removing the minimum space requirement, adding minimum off-street bicycle space requirements, simplifying the land use categories, and reformatting the maximum requirements to be more easily interpreted and measured. Staff also requests that the Articles 12.3-4 and 12.3-5 become reserved sections. These sections relate to the enforcement of the town's parking requirements rather than addressing requirements for future developments. They apply to the Code of Ordinances rather than the Development Ordinance

WHEREAS, The Town of Stallings Town Council, hereafter referred to as the "Town Council", adopted the Stallings Comprehensive Land Use Plan on November 27, 2017; and

WHEREAS, the Town Council finds it necessary to adopt a new land development ordinance to maintain consistency with the Comprehensive Land Use Plan; and

WHEREAS, the Town Council finds it necessary to revise the Unified Development Ordinance to comply with state law found in NCGS § 160D.

WHEREAS, the Town Council finds it necessary to consider the Planning Board's recommendations.

THEREFORE, The Town Council hereby votes that the proposed text amendment is consistent and reasonable with the Comprehensive Land Use Plan adopted on November 27, 2017 based on the goals and objectives set forth in the document of promoting quality development and consistency with all state mandated land use regulations established through NCGS § 160D. The Town Council **APPROVES/DENIES** the proposed amendment and stated that the Town Council finds and determines that the zoning/text amendment is consistent/inconsistent and reasonable/unreasonable with the key guiding principles, goals, and objectives of the Comprehensive Land Use Plan for the following reasons:

- 1) It aligns with the goals of the Comprehensive Land Use Plan that encourages reducing parking space minimums and implements right-size parking requirements.
- 2) It aligns with the strategy of the Comprehensive Land Use Plan to provide an appropriate quantity and quality of off-street parking.
- 3) It ensures that Section 12 of the Land Development Ordinance is easier to interpret.

Adopted this the day of _____, 2024.

Mayor

Attest:

Town Clerk



MEMO

To: Major and Town Council
 From: Justin Russell, Associate Engineer
 Date: August 12, 2024
 RE: Courtyards at Emerald Lakes Subdivision Public Road Infrastructure Acceptance

Lennar has requested that the Town of Stallings accept the right-of-way designated as public right-of-way (R/W) in the approved Courtyards at Emerald Lakes subdivision Construction Documents (see attached Application for Street Maintenance Acceptance from EPCON dated August 7, 2024). The proposed public R/W and associated public improvements are shown on the Construction Plans for the Courtyards at Emerald Lakes subdivision that were approved by the Town of Stallings on (see attached As-built survey for a depiction of the public R/W). The public improvements within the R/W consist of streets, street lighting, sidewalks, and drainage infrastructure.

The streets with the proposed public R/W and corresponding distances are listed below.

STREET NAME	LINEAR FEET
Avalon Place	2343 LF
Garden Vista Drive	1119 LF
TOTAL	3462 LF / 0.656 miles

The Town’s Street Acceptance Policy (refer to the attached Town of Stallings Accepting Existing Private Roads by Developer) require the following criteria to be met for the Town to consider an acceptance request.

1. A fifty (50) foot R/W centered along the street must be dedicated to the Town and recorded at the Union County Register of Deeds office. For a street serving less than fifty (50) dwelling units, a forty (40) foot R/W will be acceptable.

The dedicated R/W is in accordance with the approved site construction plans providing a total R/W width of 50 feet.

2. The street width must be a minimum of twenty-six (26) feet measured from the back of the curb. For a forty (40) foot R/W, a width of twenty-two (22) feet will be acceptable.

The roads were built in accordance with the approved site construction plans providing a minimum of twenty-six (26) feet measured from the back of the curb.

3. Obstructions within the right-of-way R/W, such as excessive slopes, retaining walls, rigid mailbox structures, etc., must be removed.

There are no unpermitted obstructions with the R/W.

4. Any existing lighting, which is substandard, must be brought up to standard or moved outside the right-of-way (R/W).

All lighting was installed in accordance with the approved site construction plans.

5. A subsurface investigation report from a certified materials testing company must be submitted describing the type and condition of the subgrade and pavement.

Certified materials testing documentation was provided and reviewed by Town Staff. A certified inspector was onsite for all roadway and curb proof rolls.

6. All subgrade failures and/or damaged surfaces must be repaired as indicated by the pavement report.

There are no documented or observed subgrade failures or damaged surfaces. Any roadway deficiencies were repaired during the punch list process.

7. Any private utility lines must be converted to public lines in accordance with the Utility Department or other public utility specifications. This will include service lines to any gaslights.

All utility lines have been installed and converted per Town requirements.

8. Storm drainage must meet current Town/NCDOT requirements for public streets.

All storm drainage was designed and constructed to the current Town requirements standards.

9. Two 35-foot by 35-foot (35' x 35') sight distance triangles measured along the street right-of-way (R/W) are required at the intersection of streets to be maintained. All landscaping which exceeds 30 inches in height above the elevation of the intersection within these sight triangles would have to be trimmed or removed.

The sight distance triangles were reviewed during the plan approval process and landscaping within or adjacent to the site distance triangles meets the Town requirements.

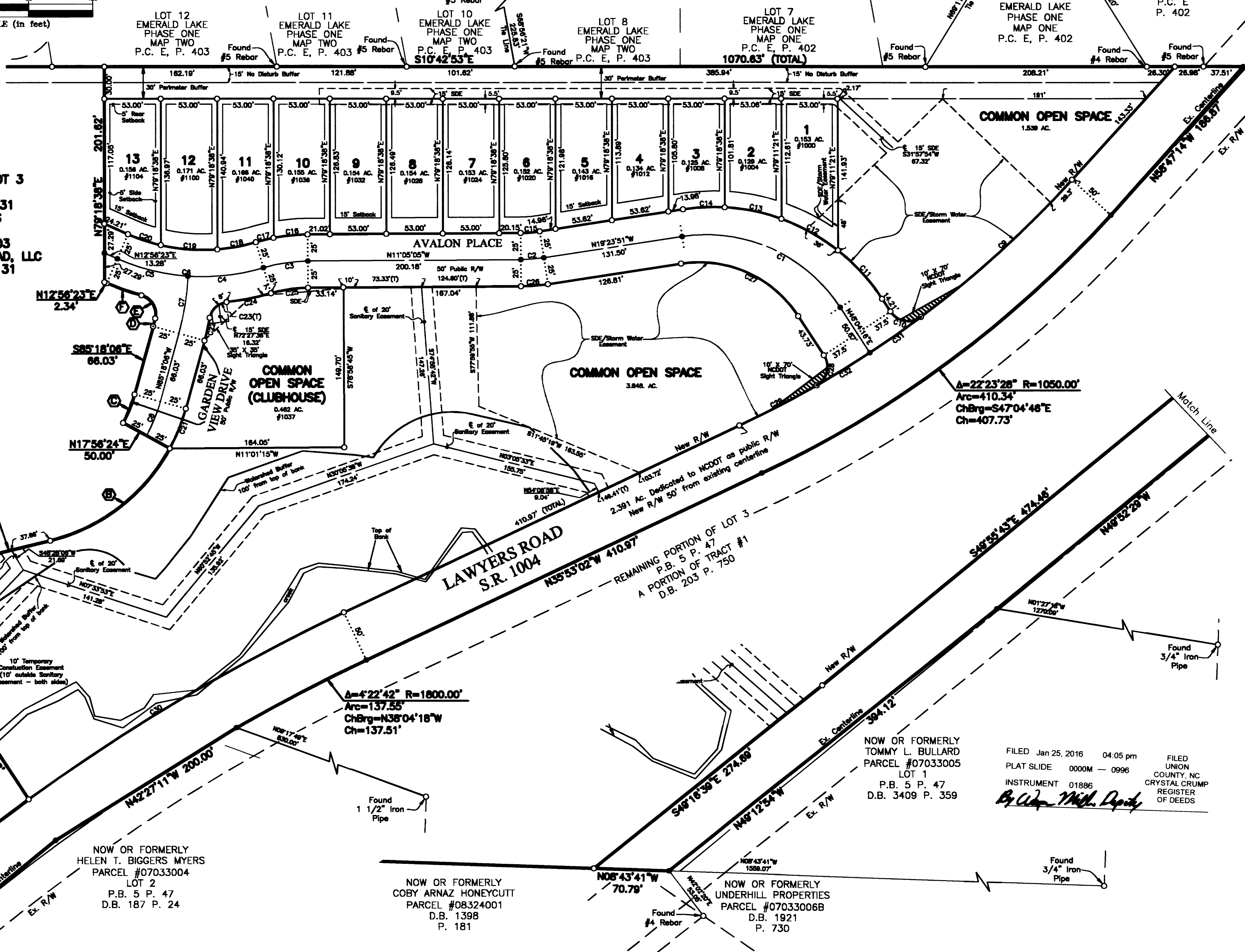
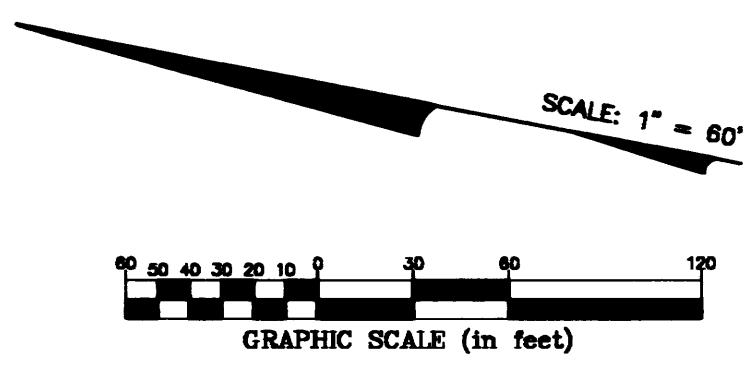
Based on the items referenced above, the applicant has met all the established criteria of the Town of Stallings Street Acceptance Policy (Accepting Existing Private Roads by Developer).

Action Requested:

A motion is requested to accept the 0.656 miles of R/W designated as public right-of-way (R/W) in the approved Courtyards at Emerald Lakes Subdivision Construction Documents and corresponding maintenance of the public improvements within the R/W consisting of streets, street lighting, sidewalks, and drainage infrastructure.

FINAL PLAT COURTYARDS AT EMERALD LAKE PHASE ONE, MAP ONE TOWN OF STALLINGS, GOOSE CREEK TOWNSHIP UNION COUNTY, STATE OF NORTH CAROLINA

3
3



REMAINDER:
A PORTION OF LOT 3
P.B. 5 P. 47
D.B. 6254 P. 131
23.947 ACRES

Parcel 08324003
EPCON LAWYERS ROAD, LLC
D.B. 6254, P. 131

NOW OR FORMERLY
TOMMY L. BULLARD
PARCEL #07033005
LOT 1
P.B. 5 P. 47
D.B. 3409 P. 359

FILED Jan 25, 2016 04:05 pm
PLAT SLIDE 0000M - 0996
INSTRUMENT 01886
By *Adam Miller Deputy*

FILED UNION COUNTY, NC
CRYSTAL CRUMP REGISTER OF DEEDS

NOW OR FORMERLY
HELEN T. BIGGERS MYERS
PARCEL #07033004
LOT 2
P.B. 5 P. 47
D.B. 187 P. 24

NOW OR FORMERLY
COBY ARNAZ HONEYCUTT
PARCEL #08324001
D.B. 1398
P. 181

NOW OR FORMERLY
UNDERHILL PROPERTIES
PARCEL #07033006B
D.B. 1921
P. 730

CAB M File 996

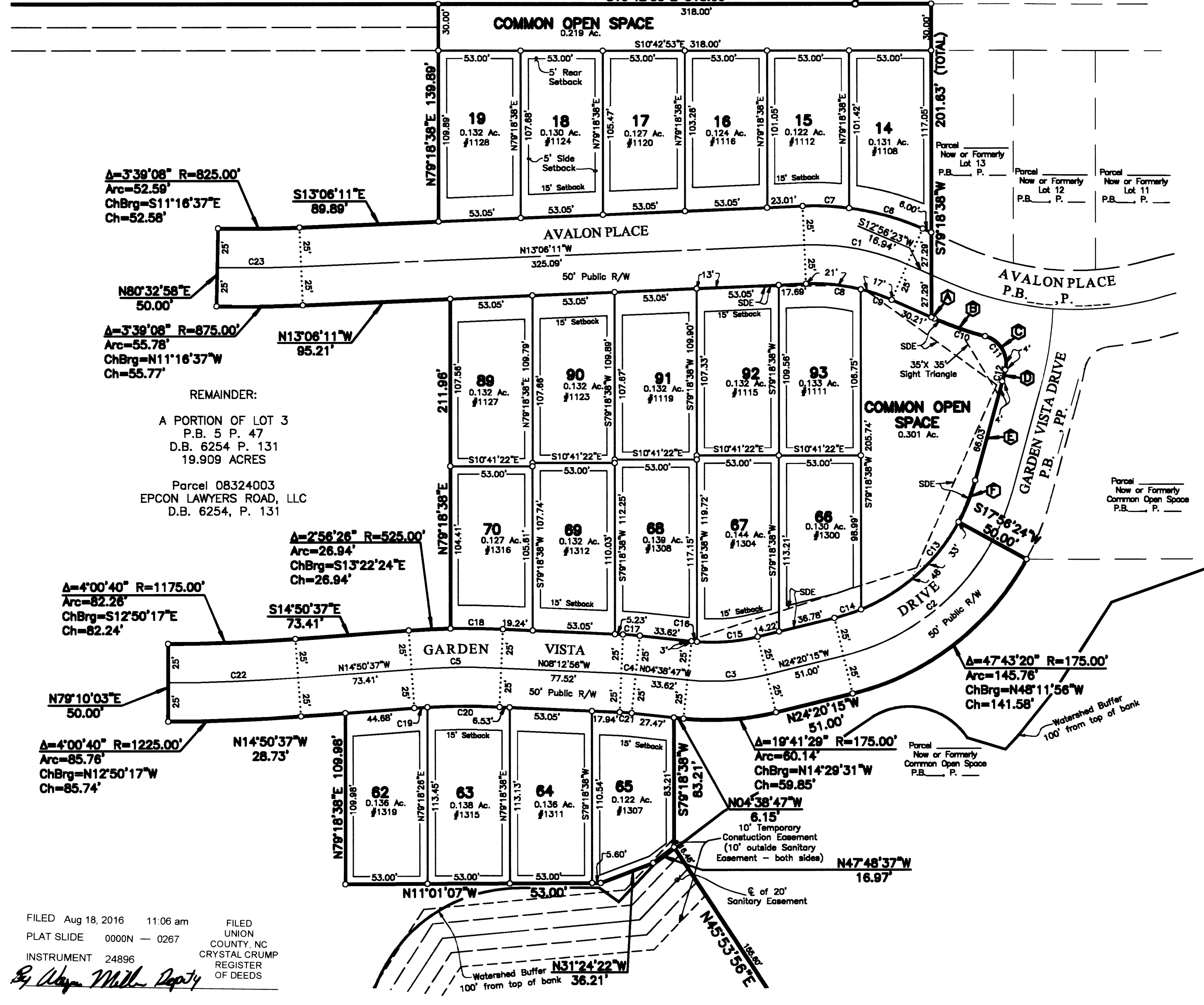
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FINAL PLAT COURTYARDS AT EMERALD LAKE PHASE ONE, MAP TWO TOWN OF STALLINGS, GOOSE CREEK TOWNSHIP UNION COUNTY, STATE OF NORTH CAROLINA

LOT 13 EMERALD LAKE PHASE ONE MAP TWO P.C. E, P. 403
LOT 14 EMERALD LAKE PHASE ONE MAP TWO P.C. E, P. 403
LINKS LANE
Found #5 Rebar
LOT 12 EMERALD LAKE PHASE ONE MAP TWO P.C. E, P. 403

- Legend**
SDE = Storm Drainage Easement
PUE = Private Utility Easement
⊙ = Control Corner set
○ = Iron pin set
● = Magnetic nail set

CURVE TABLE					
CURVE NO.	DELTA	RADIUS	LENGTH	CHORD BEARING	CHORD DISTANCE
C1	26°02'37"	150.00'	68.18'	N 00°04'54" W	67.60'
C2	47°43'21"	150.00'	124.94'	N 48°11'55" W	121.36'
C3	19°41'29"	150.00'	51.55'	N 14°29'31" W	51.30'
C4	3°34'10"	150.00'	9.34'	N 06°25'51" W	9.34'
C5	6°37'41"	500.00'	57.84'	N 11°31'46" W	57.81'
C6	16°11'48"	175.00'	49.47'	N 04°50'30" E	49.31'
C7	9°50'48"	175.00'	30.08'	N 08°10'48" W	30.04'
C8	16°19'49"	125.00'	35.63'	S 04°56'16" E	35.51'
C9	9°42'45"	125.00'	21.19'	S 08°05'00" W	21.16'
C10	8°47'49"	225.00'	34.55'	S 08°32'28" W	34.51'
C11	88°35'48"	18.00'	27.83'	N 48°26'27" E	25.14'
C12	1°57'34"	225.00'	7.69'	S 86°16'52" E	7.69'
C13	52°38'59"	125.00'	114.86'	S 58°58'36" E	110.87'
C14	8°18'52"	125.00'	18.14'	S 28°29'41" E	18.12'
C15	18°05'35"	125.00'	39.47'	S 15°17'28" E	39.31'
C16	1°35'53"	125.00'	3.49'	S 05°26'44" E	3.49'
C17	3°34'10"	175.00'	10.90'	S 06°25'51" E	10.90'
C18	3°41'15"	525.00'	33.79'	N 10°03'33" W	33.78'
C19	1°01'08"	475.00'	8.45'	N 14°20'03" W	8.45'
C20	5°36'33"	475.00'	46.50'	N 11°01'12" W	46.48'
C21	3°34'13"	125.00'	7.79'	N 06°25'51" W	7.79'
C22	4°00'40"	1200.00'	84.01'	S 12°50'17" E	83.99'
C23	3°39'08"	850.00'	54.18'	S 11°16'37" E	54.17'



Δ=3°39'08" R=825.00'
Arc=52.59'
ChBrg=S11°16'37"E
Ch=52.58'

Δ=3°39'08" R=875.00'
Arc=55.78'
ChBrg=N11°16'37"W
Ch=55.77'

REMAINDER:
A PORTION OF LOT 3
P.B. 5 P. 47
D.B. 6254 P. 131
19.909 ACRES

Parcel 08324003
EPCON LAWYERS ROAD, LLC
D.B. 6254, P. 131

Δ=2°56'26" R=525.00'
Arc=26.94'
ChBrg=S13°22'24"E
Ch=26.94'

Δ=4°00'40" R=1175.00'
Arc=82.26'
ChBrg=S12°50'17"E
Ch=82.24'

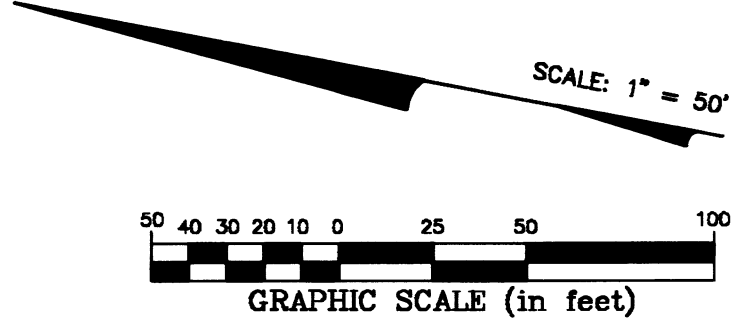
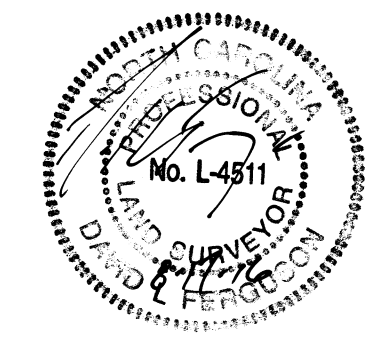
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Δ=47°43'20" R=175.00'
Arc=145.78'
ChBrg=N48°11'56"W
Ch=141.58'

Δ=19°41'29" R=175.00'
Arc=60.14'
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Ch=59.85'

FILED Aug 18, 2016 11:06 am
PLAT SLIDE 0000N — 0267
INSTRUMENT 24896
By Wayne Miller Deputy

FILED UNION COUNTY, NC
CRYSTAL CRUMP
REGISTER OF DEEDS



CAB N F. 16 267

\\20141128\DWG\04SHEETS\PLAT_20141128-VS-PLAT-PHS1-FRTZ.DWG plotted by FERGIUSON, DAVID on 8/17/2016 3:04:46 PM last saved by DFERGIUSON on 8/17/2016 3:03:35 PM Xrefs:

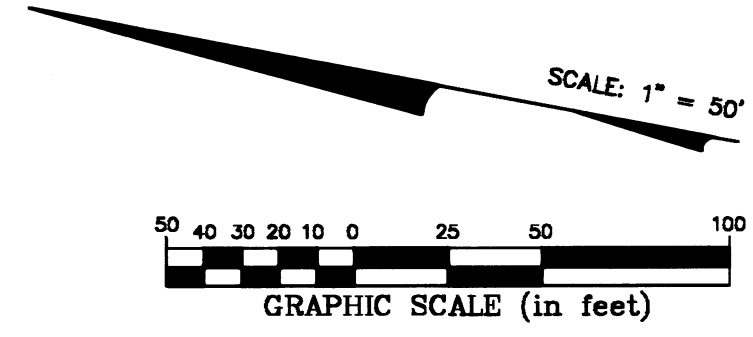
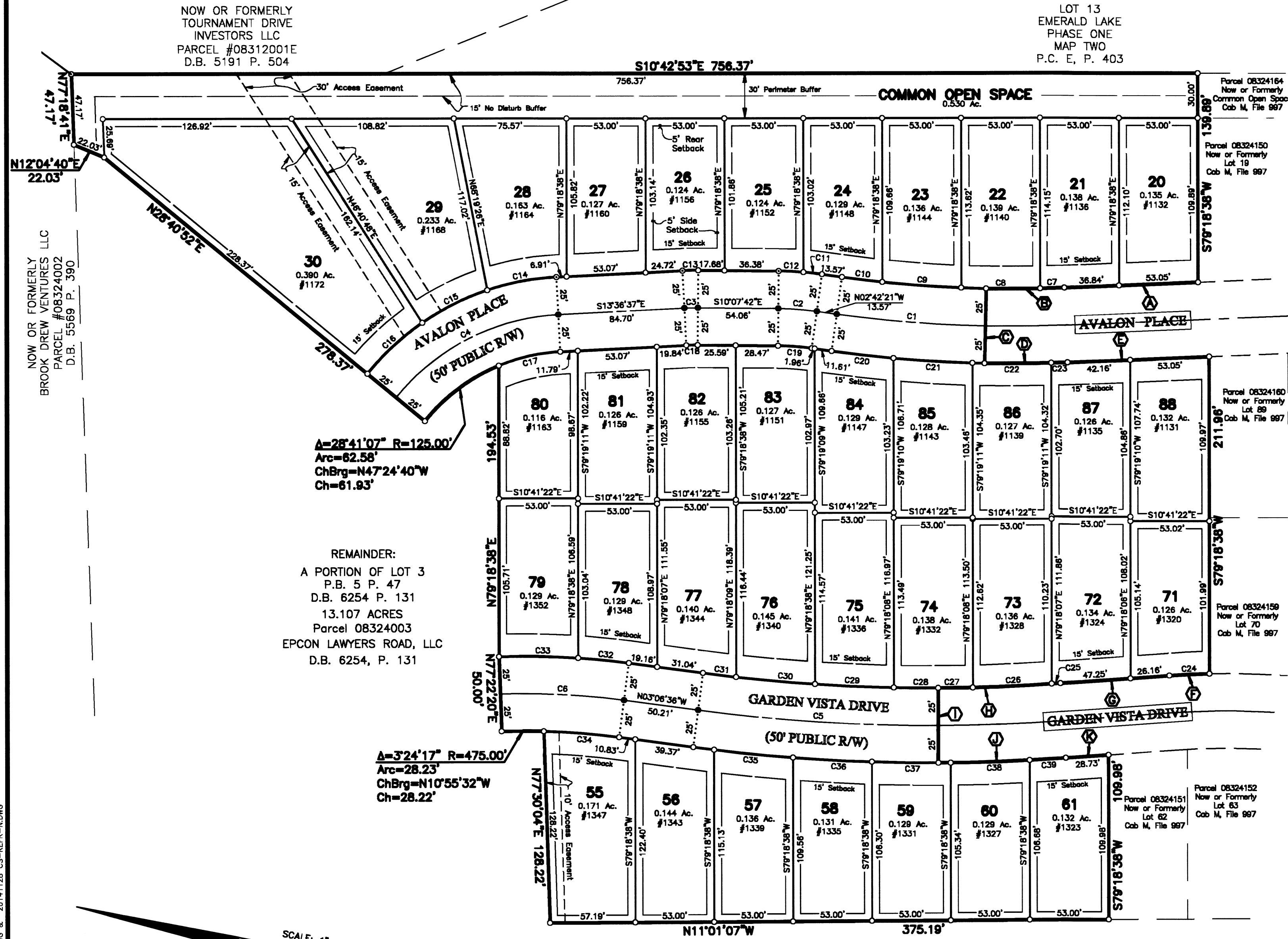
FINAL PLAT COURTYARDS AT EMERALD LAKE PHASE TWO

TOWN OF STALLINGS, GOOSE CREEK TOWNSHIP
UNION COUNTY, STATE OF NORTH CAROLINA

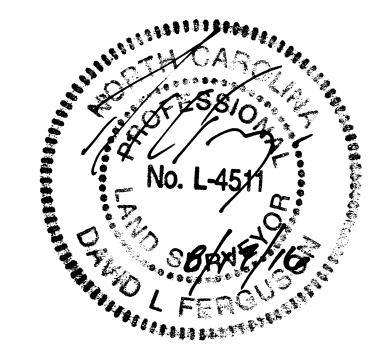
Legend

- SDE = Storm Drainage Easement
- PUE = Private Utility Easement
- ⊙ = Control Corner set
- = Iron pin set

CURVE TABLE					
CURVE NO.	DELTA	RADIUS	LENGTH	CHORD BEARING	CHORD DISTANCE
C1	6°44'42"	850.00'	100.06'	S 06°04'42" E	100.00'
C2	7°25'21"	200.00'	25.91'	N 06°25'01" W	25.89'
C3	3°28'54"	150.00'	9.12'	N 11°52'09" W	9.11'
C4	48°04'16"	150.00'	125.85'	N 37°38'45" W	122.19'
C5	7°43'22"	1200.00'	161.74'	S 06°58'16" E	161.62'
C6	9°31'04"	500.00'	83.06'	N 07°52'08" W	82.96'
C7	1°07'31"	825.00'	16.20'	S 12°32'25" E	16.20'
C8	3°40'54"	825.00'	53.01'	S 10°08'13" E	53.00'
C9	3°41'30"	825.00'	53.15'	S 06°27'01" E	53.15'
C10	1°53'56"	825.00'	27.34'	S 03°39'19" E	27.34'
C11	3°11'07"	225.00'	12.51'	N 04°17'55" W	12.51'
C12	4°14'14"	225.00'	16.64'	N 08°00'35" W	16.64'
C13	3°28'54"	175.00'	10.63'	N 11°52'09" W	10.63'
C14	15°29'43"	175.00'	47.33'	N 21°21'28" W	47.18'
C15	16°01'43"	175.00'	48.96'	N 37°07'11" W	48.80'
C16	16°29'44"	175.00'	50.38'	N 53°22'54" W	50.21'
C17	19°27'30"	125.00'	42.45'	N 23°20'22" W	42.25'
C18	3°28'54"	125.00'	7.60'	N 11°52'09" W	7.59'
C19	7°25'21"	175.00'	22.67'	N 06°25'01" W	22.66'
C20	2°44'10"	875.00'	41.79'	S 04°04'26" E	41.78'
C21	3°28'39"	875.00'	53.11'	S 07°10'50" E	53.10'
C22	3°28'16"	875.00'	53.01'	S 10°39'18" E	53.00'
C23	0°42'45"	875.00'	10.88'	S 12°44'48" E	10.88'
C24	2°56'26"	525.00'	26.94'	N 13°22'24" W	26.94'
C25	0°17'14"	1175.00'	5.89'	S 14°42'00" E	5.89'
C26	2°35'14"	1175.00'	53.06'	S 13°15'46" E	53.05'
C27	2°35'05"	1175.00'	53.00'	S 10°40'37" E	53.00'
C28	2°35'05"	1175.00'	53.00'	S 10°40'37" E	53.00'
C29	2°35'14"	1175.00'	53.06'	S 08°05'27" E	53.05'
C30	2°35'43"	1175.00'	53.22'	S 05°29'59" E	53.22'
C31	1°05'31"	1175.00'	22.40'	S 03°39'21" E	22.40'
C32	3°43'50"	525.00'	34.18'	N 04°58'31" W	34.18'
C33	5°47'15"	525.00'	53.03'	N 09°44'03" W	53.01'
C34	6°06'48"	475.00'	50.68'	N 06°10'00" W	50.66'
C35	2°29'29"	1225.00'	53.27'	S 05°00'51" E	53.26'
C36	2°28'59"	1225.00'	53.09'	S 07°30'05" E	53.08'
C37	2°28'45"	1225.00'	53.01'	S 09°58'57" E	53.00'
C38	2°28'49"	1225.00'	53.03'	S 12°27'45" E	53.03'
C39	1°08'28"	1225.00'	24.40'	S 14°16'23" E	24.40'

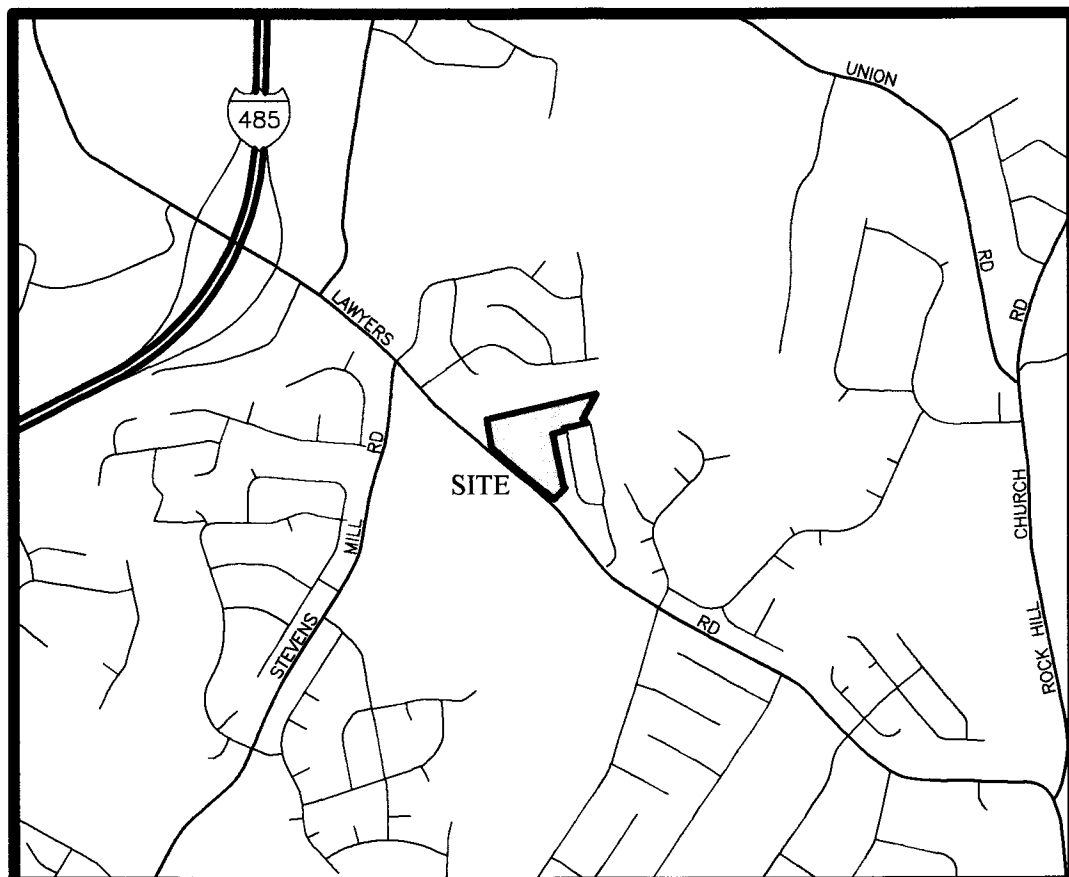


FILED Aug 18, 2016 11:15 am
PLAT SLIDE 0000N - 0270
INSTRUMENT 24903
By Abigail Miller Reedy
FILED UNION COUNTY, NC
CRYSTAL CRUMP REGISTER OF DEEDS



J:\2014\128\DWG\04SHEETS\PLAT\20141128-VS-PLAT-PHS2.DWG plotted by FERGOUSON, DAVID on 8/17/2016 3:12:12 PM last saved by FERGOUSON, DAVID on 8/17/2016 3:11:17 PM Xrefs: 20141128-VS-PLAT-PHS1-PRIZ.DWG & 20141128-CS-REFR-NDWG

CAB N File 270



VICINITY MAP
SCALE: 1" = 2000'

State of North Carolina
County of Union
I, Greg Nichols Review Officer of Union
County certify that the map or plat to which this certification
is affixed meets all statutory requirements for recording.
Date 3/1/17 Review Officer Greg Nichols

Certificate of approval by the Stallings UDO Administrator
The Stallings UDO Administrator hereby approves the final plat for the Courtyard at Emerald
Lake Phase Three Subdivision, provided this plan is recorded with the Union County Register of
Deeds within Thirty (30) days.

Lynne Hair
Stallings UDO Administrator

02/28/16
Date

N/F
BROOKE DREW VENTURES, LLC
PN 08-324-002
DB 5569, P 390

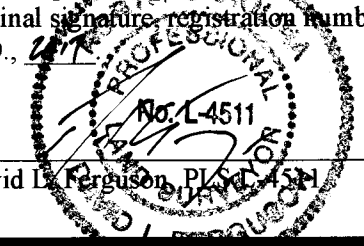


CERTIFICATE OF OWNERSHIP AND DEDICATION

I hereby certify that I am the owner of the property shown and described hereon, which is located in the subdivision jurisdiction of the Town of Stallings and that I hereby submit this plan of subdivision with my free consent, establish minimum building setback lines and dedicate to public use all areas shown on this plat as streets, walks, parks, open space and easements, except those specifically indicated as private, and that I will maintain all such areas until accepted by the Town of Stallings, and further that I hereby guarantee that I will correct defects or failure of improvements in such areas for a period of one (1) year commencing after a certificate of approval has been executed by the Town, or after final acceptance of required improvements, whichever occurs later.

David L. Ferguson 2/27/17
OWNER/MEMBER DATE
EPCON LAWYERS ROAD, LLC
AUTHORIZED SIGNATORY

I, David L. Ferguson, certify that this plat was drawn under my supervision from an actual survey made under my supervision (deed description recorded in Book 6254, page 131); that the boundaries not surveyed are clearly indicated as dashed lines and drawn from information found in references shown hereon; that the ratio of precision as calculated is better than 1:10,000; that this survey creates a subdivision of land within the area of a county or municipality that has an ordinance that regulates parcels of land; that this plat was prepared in accordance with G.S. 47-30 as amended. Witness my original signature, registration number and seal this 27th day of FEBRUARY, A.D., 2017.

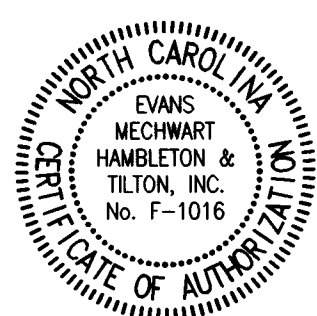


A FINAL PLAT OF
**COURTYARDS AT EMERALD LAKE
PHASE THREE**
PREPARED FOR OWNER
EPCON LAWYERS ROAD LLC
Town of Stallings, Goose Creek Township, Union County, North Carolina

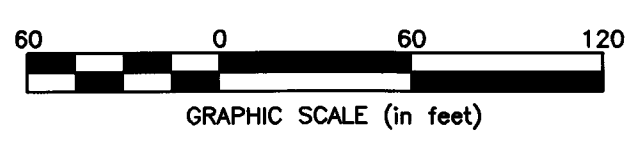
Project Information

Total dedicated NCDOT R/W recorded:	0.000 Acres
Total area in lots recorded:	4.116 Acres
Total COS recorded:	8.047 Acres
Total area in new streets:	0.746 Acres
Total acres recorded:	12.909 Acres
Total lots:	24 Residential, 2 COS
Smallest lot:	Lot 50 (0.132 Acres)
Avalon Place:	556 Linear Feet

ZONING SETBACKS
Minimum Front setbacks: 15'
Minimum Sideyard: 5'
Minimum Rearyard: 5'
(See Lot 40 for example)



FILED Mar 01, 2017 11:48 am
PLAT SLIDE 0000N - 0499
INSTRUMENT 05669
FILED UNION COUNTY, NC
CRYSTAL CRUMP REGISTER OF DEEDS
Andy Hagan Rep.



MATCH LINE - SEE SHEET 2 OF 2

Cab N Fik 499

1/20/2017 1:17 PM (No. 4264) Printed By: Ferguson, David, 2/27/2017 1:16 PM Lost. Printed By: Ferguson, David, 2/27/2017 1:17 PM (No. 4264)



TOWN OF STALLINGS
ROADWAY ACCEPTANCE APPLICATION

Development/Sub. Name: The Courtyards at Emerald Lake

Current Owner's Name: The Courtyards at Emerald Lake HOA Inc
Name and Title *Company Name*

1000 Avalon Place, Stallings NC 28104
Address

Melissa Dickson, Property Manager, 704.940.6100 eric.cunliffe.com <eric@cunliffe.com>
Phone No. *Email*

Name of HOA: Eric Cunliff The Courtyards at Emerald Lake Homeowners Association
President *HOA Name*

1000 Avalon Place, Stallings NC 28104
Address

Melissa Dickson, Property Manager, 704.940.6100
mdickson@amshoa.com eric.cunliffe.com <eric@cunliffe.com>
Phone No. *Email*

Road Name(s) and Age(s)*: Avalon Place, Total 2,343 LF, Final Warranty Repairs 2022

Garden Vista Drive, Total 1,119 LF, Final Warranty Repairs 2022

Total Roadway Length: 3,462 LF

**If road age is greater than five (5) years, a Pavement Condition Index (PCI) value shall be provided for each road segment.*

SUBMITTAL CHECKLIST

- Min. 50' R/W
- Min. 26' Road Width from BOC
- No Rigid Structures in R/W
- Pavement/Base Cores
- Sidewalk Density Tests
- Base Density Tests
- No Pavement Failures

- Min. 40' R/W (less than 50 DU's)
- Min. 22' Road Width (40' R/W) from BOC
- Lighting Meets Town Standards
- Subgrade Density Tests
- Pavement Density Tests
- Storm Pipe Density Tests
- Structure Density Tests



- | | | | |
|-------------------------------------|---|-------------------------------------|--|
| <input checked="" type="checkbox"/> | Water and Sewer Dedicated | <input checked="" type="checkbox"/> | Structure Post Construction SW Calcs. |
| <input checked="" type="checkbox"/> | ADA Compliance Letter from Eng. | <input checked="" type="checkbox"/> | BMP As-Built Certification |
| <input checked="" type="checkbox"/> | 10' x 70' Site Triangle (NCDOT) | <input checked="" type="checkbox"/> | As-built Survey (PDF) |
| <input checked="" type="checkbox"/> | 35' x 35' Site Triangle (Town) | <input checked="" type="checkbox"/> | TV Stormwater Pipes/Infrastructure |
| <input checked="" type="checkbox"/> | SCM Maintenance Agreement (If Applicable) | <input checked="" type="checkbox"/> | ArcGIS Files for All Public Infrastructure |

AS-BUILT SURVEY CHECKLIST

- | | | | |
|-------------------------------------|---|-------------------------------------|-------------------------------------|
| <input checked="" type="checkbox"/> | Right-of-Way (R/W) | <input checked="" type="checkbox"/> | Pavement Width |
| <input checked="" type="checkbox"/> | Curbing (type, flowline elev.) | <input checked="" type="checkbox"/> | Stormwater (size, invert, material) |
| <input checked="" type="checkbox"/> | Sanitary (manholes, size, inverts, force mains) | <input checked="" type="checkbox"/> | Water (size, valves, hydrants) |
| <input checked="" type="checkbox"/> | Private Utilities | <input checked="" type="checkbox"/> | Electrical Utilities |
| <input checked="" type="checkbox"/> | Lighting | <input checked="" type="checkbox"/> | Signage |

ADDITIONAL COMMENTS

All items must be checked and included in the submittal prior to initiation of submittal review. Geotechnical reports must be separated and organized by test location i.e. roadway, stormwater, sidewalk & and structure.

By signing below, I certify that all the information identified above is included and, to the best of my knowledge, is complete and accurate.

Russ Graham, Epcon Communities Land Development

August 7, 2024

Name and Title

Date



A Simply Luxurious Lifestyle

April 10, 2024
Epcon Communities, Charlotte Division
Land Development

Town of Stallings
Attn: Engineering & Planning Departments
315 Stallings Road Stallings, NC 28104

Request for Roadway Infrastructure Acceptance

Dear Max Hsiang, Kevin Parker & Justin Russell,

We are writing to formally request the acceptance of the roadway infrastructure located at The Courtyards at Emerald Lake by the Town of Stallings. As the Developer, and on behalf of the Emerald Lake Homeowner's Association and Residents, it is essential for us to have the infrastructure officially approved and accepted by the town authorities as planned.

The construction and installation of the roadway infrastructure has been completed for some time now, Epcon has provided additional warranty since construction was completed and the roads, etc. are ready to be turned over to the Town of Stallings. By accepting the infrastructure, the town will assume responsibility for its maintenance and upkeep, ensuring the safety and convenience of all residents and visitors and allow Epcon Communities to complete its obligations to the community.

Thank you for your attention to this matter. We appreciate your prompt consideration of our request and look forward to receiving confirmation of the acceptance of the roadway infrastructure by the Town of Stallings.

Should you have any questions or require further information, please feel free to contact us.

Sincerely,

A handwritten signature in blue ink that reads "Russ Graham".

Russ Graham
Land Development
Epcon Communities
11020 David Taylor Drive, Suite 105
Charlotte, NC 28262
704.201.9885



MEMO

To: **Mayor and Town Council**
Via: Alex Sewell, Town Manager
From: Kevin Parker, P.E., Town Engineer
Date: August 12, 2024.
RE: Town Hall HVAC Replacement Approval

Objective:

This memo seeks Council approval for the replacement of Town Hall's HVAC system and additional improvements in an amount not to exceed \$250,000.

Overview:

As part of the FY2024 Budget Approval (July 2023), Council approved a \$50,000 budget to examine and design a solution for Town Hall's persistent temperature control and facility maintenance issues caused by a failing HVAC system. This budget also included the installation of AC units in the Public Works Garage. Staff initially informed Council that the expected budget for the HVAC replacement was approximately \$330,000. This amount was incorporated and approved in the FY2024 (July 2023) and the most recently approved FY2025 (July 2024) budgets.

Since the FY2024 budget approval, Staff has collaborated with an HVAC design consultant to analyze the existing system and determine the necessary measures to:

1. Correct temperature control problems throughout the building.
2. Reduce recurring maintenance needs due to the failing HVAC system.
3. Maximize the operating efficiency of the system.

It was determined that achieving these goals required a complete remodeling of the HVAC system, which was estimated at approximately \$1.8 million. Understanding the financial infeasibility of this approach, Staff explored scaled-back options, which still exceeded \$1 million. Consequently, Staff determined that a one-for-one replacement of the existing HVAC system is the only feasible option with additional improvements to enhance system functionality that include insulating the attic with spray foam, installing individual AC units in the attic, tinting the windows of Town Hall, and redirecting the condensate drainpipes from the attic HVAC units.

As a result, Staff has been obtaining quotes for the one-for-one HVAC replacement and alternative improvements. Although additional bids are being sought to ensure competitiveness and compliance with State statutes and the Town's bidding policy, Staff does not expect the total project cost to exceed \$250,000.

Lastly, given that estimated project costs are significantly less than approved \$330,000 budget, and the next council meeting is not until September 9th, Staff is seeking Council's approval to authorize the Town Manager to approve the HVAC replacement project for an amount not to exceed \$250,000. This project approval will be contingent upon compliance with the State's bidding statutes, the Town's bidding policy, and approval from the Town's legal representative.

Summary of Scope of Work:

The scope of work for the HVAC replacement at Stallings Town Hall and Public Works Garage includes:

1. Removal of existing equipment.
2. Installation of new equipment.
3. Drainage and safety improvements.
4. Airflow and control verification.
5. Installation of additional cooling systems.
6. Installation of insulation in the attic.
7. Window Tinting of Town Hall.
8. Permitting.

Action Requested:

Staff requests Council's authorization for the Town Manager to approve the HVAC Replacement Project, with a budget not to exceed \$250,000. This approval is contingent upon Staff pursuing additional estimates to ensure competitiveness and compliance with state bidding statutes and the Town's bidding policy, as well as securing approval from the Town's legal representative.



MEMO

To: Mayor and Council
From: Alex Sewell, Town Manager
Date: 8/6/24
RE: **Pay & Classification Study Kickoff**

Purpose: This memorandum provides an update to the Town Council on the approved pay & classification study and seeks direction from the Council.

Background:

As part of the 2024 Council Priorities & Action Strategies, one top priority is for the Town to focus on long-range planning. Specifically, the Town will focus on fiscally responsible financial planning and management while making thoughtful and strategic investments to ensure excellent service delivery, key strategic investments, and the effective pursuit of Council priorities.

As part of this priority, one approved action item is to fund, conduct, and implement a pay study during FY 24-25 that looks holistically at salaries, benefits, policies, etc. This item is included in the approved FY 24-25 budget.

Having competent staff is essential to cost-effective service delivery to the public, and the Town aims to help ensure we can keep and retain competent staff by, amongst other initiatives, doing a pay and classification study every three to five years. The last pay study was completed in 2019.

Staff have heard differing perspectives as to whether the pay & classification study should include the Town Council stipend for analysis and are seeking Council direction. Notably, the 2023 League of Municipalities salary survey reports the average compensation for a Council Member was \$7,112 as compared to \$4,800 in Stallings.¹

Requested Action: Council to decide whether to include the Mayor/Town Council pay stipend in the 2024 Pay & Classification study.

¹ *Municipalities with Populations Between 10,000 and 24,999, 2023 Salary Survey of North Carolina Municipalities, N.C. League of Municipalities.*