



Mayor

M. Andy Moore

Mayor Pro-Tem

John A. Dunn

Council Members

Marlon Lee

David Stevens

Travis Scott

David Barbour

Stephen Rabil

Roger A. Wood

Town Attorney

Robert Spence, Jr.

Town Manager

Michael L. Scott

Finance Director

Greg Siler

Town Clerk

Shannan Parrish

Town Council

Agenda

Packet

Meeting Date: Tuesday, January 7, 2020

Meeting Time: 7:00 p.m.

Meeting Place: Town Hall Council Chambers

350 East Market Street

Smithfield, NC 27577



**TOWN OF SMITHFIELD
TOWN COUNCIL AGENDA
REGULAR MEETING JANUARY 7, 2020
7:00 PM**

Call to Order

Invocation

Pledge of Allegiance

Approval of Agenda

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Presentations:

1. Proclamation **honoring Carolyn Ennis' Service to the** Library Board of Trustees
(Mayor – M. Andy Moore) See attached information.....1
2. Administering Oath of Office for new Fire Fighter Carl Chase Gurley
(Mayor – M. Andy Moore) See attached information.....3
3. Audit Presentation
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4. UFS Water Study Presentation
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Public Hearings:

1. RZ-19-02 Brightleaf Development Partners, LLC: The applicant is requesting to rezone two parcels of land from the R-20A (Residential-Agricultural) to the B-3 (Highway Entrance Business) zoning district. The properties considered for rezoning are located on the northwest side of South Brightleaf Boulevard approximately 305 feet southwest of its intersection with Galilee Road. The properties are further identified as Johnston County Tax ID# 15J10032D & 15J10032E.
(Planning Director – Stephen Wensman) See attached information.....21

- 2. SUP-19-02 Brightleaf Development Partners, LLC: The applicant is requesting special use permit approval for Oakfield Towns, a proposed 17-lot single-family attached residential townhouse development on 1.72 acres of land in the B-3 (Highway Entranceway Business District). The properties considered for a special use permit approval are located on the northwest side of South Brightleaf Boulevard approximately 305 feet southwest of its intersection with Galilee Road. The properties are further identified as Johnston County Tax ID# 15J10032D & 15J10032E.
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- 2. Special Event – Easter Reenactment: Centenary United Methodist Church is seeking approval to conduct an Easter Reenactment at East Johnston Street, the Town Commons and Riverside Cemetery on April 5, 2020 from 4:00 pm until 6:00 pm. This request includes amplified sound.
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- 3. Consideration and Request for approval to adopt Resolution #652 (01-2020) accepting dedication to the public of rights-of-way and easements on subdivision plats for East River
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- 5. Bid Award to Atlantic Coast Fire Trucks in the amount of \$560,500 for the purchase of a 2020 Smeal Fire Engine
(Fire Chief- John Blanton) See attached information.....101
- 6. Bid Award and request to enter into and agreement with Office Value, Inc. for copier services
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- 7. Advisory Board Appointment
 - a. Jane Shipman has submitted an application for consideration to be appointed to a first term on the Library Board of Trustees
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Business Items:

1. S-19-02 Brightleaf Development Partners, LLC: The applicant is requesting preliminary subdivision plat approval for Oakfield Towns, a proposed 17-lot single-family attached residential townhouse development on 1.72 acres of land in the B-3 (Highway Entranceway Business District). The properties considered for subdivision approval are located on the northwest side of South Brightleaf Boulevard approximately 305 feet southwest of its intersection with Galilee Road. The properties are further identified as Johnston County Tax ID# 15J10032D & 15J10032E.
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2. Annexation Request- Johnston County (ANX-19-02): Consideration and request for approval to adopt Resolution #653 (02-2020) Directing the Town Clerk to investigation a noncontiguous Annexation Petition received under G.S. 160A-58.1 submitted by Johnston County
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- **Manager’s Report** (Will be provided at the meeting)

Recess Until January 15, 2019

Presentations

PROCLAMATION
*In Honor of Carolyn Ennis's
Dedicated Service to the Public Library of Johnston
County & Smithfield Board of Trustees*

WHEREAS, Carolyn Ennis has served as a member of the Public Library of Johnston County and Smithfield Board of Trustees for nearly thirty-six years; and

WHEREAS, through her service, it was apparent that Carolyn Ennis believed public libraries improved the quality of life for the residents of Smithfield; and

WHEREAS, the Town of Smithfield and its citizens have benefited greatly because of her particular interest and work on the Public Library of Johnston County and Smithfield Board of Trustees; and

WHEREAS, the citizens are fortunate to have had a person of such experience dedicate so many years of service to the Town of Smithfield; and

WHEREAS, The Town Council deeply appreciates the important contributions Carolyn Ennis has made to the Town of Smithfield and to the Public Library of Johnston County and Smithfield Board of Trustees.

NOW, THEREFORE, I, M. Andy Moore, Mayor of the Town of Smithfield along with the members of the Town Council, express our sincere appreciation to Carolyn Ennis for her distinguished service to the Town of Smithfield

M. Andy Moore, Mayor



Request for Town Council Action

Firefighter
Presentation: Oath of
Office
Date: 01/07/2020

Subject: Firefighter Oath of Office
Department: Fire Department
Presented by: Chief John Blanton
Presentation: Presentation

Issue Statement

The Fire Department is asking that Carl Chase Gurley, a Volunteer Firefighter with the Town of Smithfield Fire Department, be administered his Oath of Office since he has earned his permanent status with the Fire Department. Carl Chase Gurley has completed all the departmental testing and required probation time to become a Volunteer Firefighter. Firefighter Gurley has proven to be a valuable asset to our department and our community.

Financial Impact

N/A

Action Needed

Carl Chase Gurley needs to be sworn in and welcomed to the Smithfield Community.

Recommendation

Carl Chase Gurley to be sworn in and welcomed to the Smithfield Community.

Approved: Town Manager Town Attorney

Attachments:

1. Oath of Office



Staff Report

Firefighter
Presentation Oath of
Office

OATH OF OFFICE SMITHFIELD FIRE DEPARTMENT

"I, Carl Chase Gurley, as a Firefighter for the Town of Smithfield Fire Department, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of North Carolina; and

I will faithfully, honestly and impartially discharge the duties of Firefighter for the Town of Smithfield; and

I pledge to carry out the duties of Firefighter to the best of my ability, and will honor and respect the mission, goals, purpose and policies of the Smithfield Fire Department; and

I recognize the badge of my office as a symbol of public faith and trust, and I accept so long as I am true to the ethics of the fire service and make these promises so solemnly, **freely, and upon my honor, so help me God."**

Signature

Date

Sworn to and subscribed before me this the _____ day of _____,
_____.

Judge/Clerk

Commission Expires



Request for
Town
Council
Action

Presentation 2019
Audit
Date: 01/07/2020

Subject: Presentation of the 2018-2019 Annual Financial Report
Department: Finance
Presented by: THOMPSON, PRICE, SCOTT, ADAMS & CO., P.A. (TPSA)
Presentation: Presentation

Issue Statement – Thompson, Price, Scott, Adams & Co., P.A. (TPSA) will present Fiscal Year 2019 audit results. The Annual Financial Report provides readers (board/council members, citizens, bondholders, lenders, rating agencies, etc.) with information useful in assessing the financial condition of the town and for making decisions.

Financial Impact – N/A

Action Needed – N/A

Recommendation – N/A

Approved: Town Manager Town Attorney

Attachments

1. Audit Summary



Presentation of Audit Results

Fiscal Year Ended
June 30, 2019



Alan W. Thompson, CPA
1626 S Madison Street
PO Box 398
Whiteville, NC 28472
910.642.2109 phone
910.642.5958 fax
www.tpsacpas.com

TOWN OF SMITHFIELD

Presentation Agenda

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IV. QUESTIONS AND COMMENTS	
V. CLOSE	



Thompson, Price, Scott, Adams & Co, P.A.

P.O. Box 398
1626 S Madison Street
Whiteville, NC 28472
Telephone (910) 642-2109
Fax (910) 642-5958

Alan W. Thompson, CPA
R. Bryon Scott, CPA
Gregory S. Adams, CPA

November 26, 2019

To the Town of Smithfield
Smithfield, North Carolina

We have audited the financial statements of the governmental activities, business-type activities, each major fund, and the aggregate remaining fund information of the Town of Smithfield for the year ended June 30, 2019. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, *Government Auditing Standards*, and Uniform Guidance (if applicable), as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated April 4, 2019. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by Town of Smithfield are described in Note 1 to the financial statements. The Town implemented Statement of Governmental Accounting Standards (GASB Statement) No. 88, "Certain Disclosures Related to Debt, Including Direct Borrowings and Direct Placement" in the fiscal year ended June 30, 2019. We noted no transactions entered into by the Town of Smithfield during the year that were both significant and unusual, and of which, under professional standards, we are required to inform you, or transactions for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. There were no significant estimate(s) or assumptions noted during the audit.

Certain financial statement disclosures are particularly sensitive because of their significance to the financial statement users. There are no such disclosures identified.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. Some of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction that could be significant to the financial statements or the auditors' report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated November 26, 2019.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the governmental unit's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Auditing Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Town of Smithfield's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

We feel that the following items should be addressed to the board:

- The balance sheet needs to be reviewed each month, and the finance staff should ascertain that all accounts that should clear out have been appropriately reflected (in particular, payroll accounts, customer deposits, refunds payable, etc). **
- The Town needs to review its aged accounts receivable balances to determine those accounts deemed uncollectible. Collection procedures should be reviewed to assure that every effort is made to collect overdue balances. In addition, these balances should be adjusted to the subsidiary ledger; otherwise, revenues reflected on the budget statements may be incorrect. **

** These comments are repeated from the previous year's letter.

Other Matters

With respect to the supplementary information accompanying the financial statements, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

This information is intended solely for the use of the Town Commissioners and management of the Town of Smithfield and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,



Thompson, Price, Scott, Adams & Co, P.A.

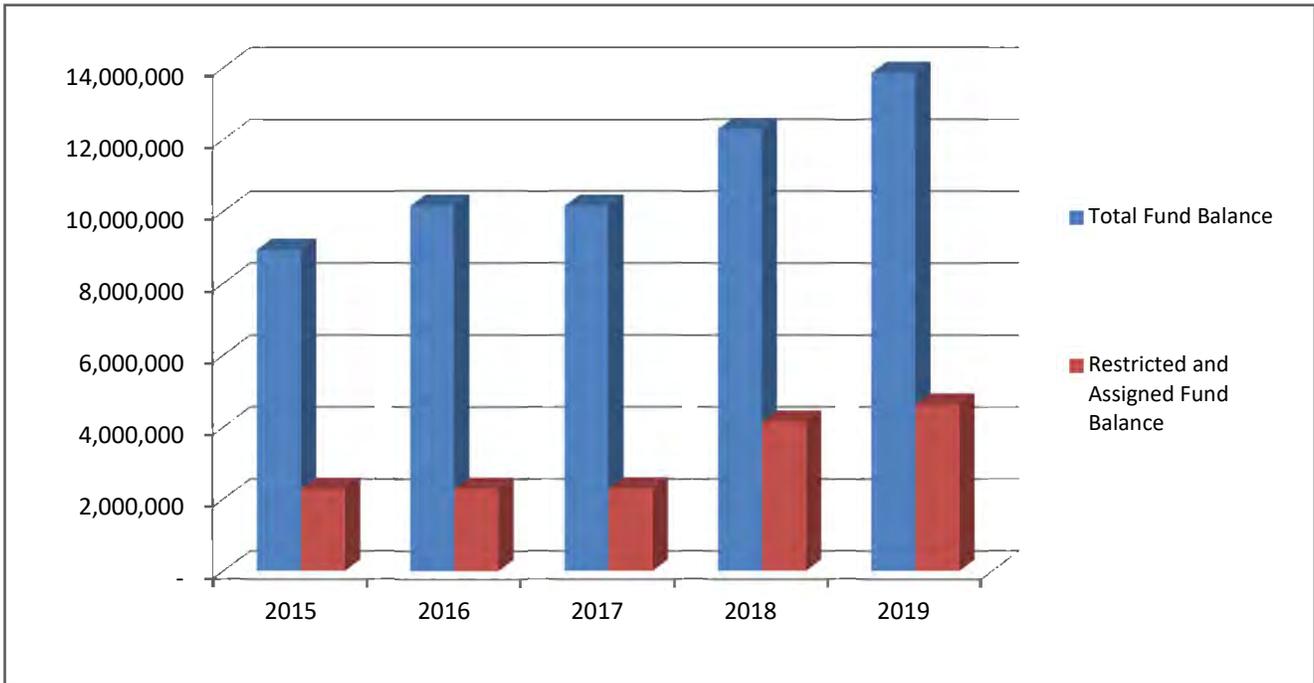
TOWN OF SMITHFIELD

FINANCIAL INFORMATION FOR 5 YEARS

	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
Total Fund Balance - General Fund	13,832,540	12,268,997	10,130,869	10,130,869	8,913,863
Unavailable Fund Balance (Reserve for State Statute, Prepaid)	2,505,500	2,677,920	1,971,507	1,971,507	1,506,702
Restricted and Assigned Fund Balance	4,619,253	4,141,474	2,282,734	2,282,734	2,269,605
General Fund Expenditures (including transfers out)	12,494,420	11,946,508	12,512,751	12,512,751	11,343,664
Fund Balance Available as % of General Fund Expenditures	90.66%	80.28%	65.21%	65.21%	65.30%
Unassigned Fund Balance (Previously Unreserved and Undesignated Fund Balance)	9,213,287	8,127,523	7,848,135	7,848,135	6,644,258
Unassigned Fund Balance as % of General Fund Expenditures	73.74%	68.03%	62.72%	62.72%	58.57%
Revenues over (under) expenditures before contributions and transfers					
General Fund	1,555,719	1,504,631	1,888,598	1,888,598	1,029,493
Electric Fund	1,196,165	1,788,611	1,817,046	1,817,046	2,544,583
Water & Sewer Fund	1,919,221	2,161,845	1,233,693	1,233,693	(219,557)
Cash vs. Accumulated Depreciation - Water & Sewer Fund					
Total Fixed Assets	24,113,223	21,662,428	43,768,313	17,227,066	15,248,885
Accumulated Depreciation	11,614,170	10,914,753	10,350,317	9,782,471	6,346,321
Cash	9,617,316	7,295,100	6,629,940	5,592,664	3,840,991
Cash vs. Fund Balance					
Cash - General	12,403,538	10,343,081	8,604,897	7,900,709	6,639,944
Cash - Electric Fund	11,163,305	10,255,748	9,282,831	8,816,664	6,177,833
Cash - Water & Sewer Fund	9,617,316	7,295,100	6,629,940	5,592,664	3,840,991
Cash - Other Governmental	41,817	16,655	7,514	569,287	90,242
Fund Balance - General	13,832,540	12,268,997	10,130,869	10,130,869	8,913,863
Fund Balance - Electric Fund	18,298,028	17,086,789	15,850,535	14,924,575	12,379,992
Fund Balance - Water & Sewer Fund	17,846,875	12,466,340	10,845,401	9,583,897	9,803,454
Fund Balance - Other Governmental Funds	(743,234)	(929,635)	(683,769)	43,244	(446,411)
Property Tax Rates	0.57	0.57	0.57	0.57	0.57
Collection Percentages	99.94%	99.85%	99.89%	99.85%	99.73%
Collection Percentages (excluding Motor Vehicle)	99.93%	99.84%	99.88%	99.83%	99.71%
Total Property Valuation	1,101,886,316	1,097,455,821	1,081,032,456	1,070,620,137	1,070,002,580
Total Levy Amount	6,280,752	6,255,498	6,161,885	6,102,448	6,098,928
Debt (excluding OPEB, compensated absences, LGERS)					
Governmental Activities	6,887,928	7,567,413	7,915,875	8,878,461	10,180,635
Business-Type Activities	5,423,041	6,994,105	7,868,346	6,470,649	4,249,000
Breakdown of General Fund Revenues					
Ad Valorem Taxes	6,338,336	6,291,634	6,232,366	6,171,250	6,194,624
Other Taxes, License & Permits	78,513	61,207	298,455	258,171	253,750
Intergovernment Revenue	4,697,106	4,201,992	4,210,875	3,845,966	3,748,811
Sales and Services	2,476,082	2,531,286	2,681,040	2,600,634	2,516,261
Investment Earnings	49,259	22,922	13,628	9,955	4,752
Miscellaneous	135,996	121,265	126,761	116,481	154,174
Total	13,775,292	13,230,306	13,563,125	13,002,457	12,872,372
Breakdown of General Fund Expenditures					
General Government	1,521,400	1,314,451	1,552,265	1,397,652	1,337,361
Public Safety	5,273,650	5,225,946	4,754,200	4,378,854	4,543,545
Street and Public Works	1,456,916	1,119,591	1,381,381	1,388,761	1,377,268
Sanitation	1,091,005	1,059,306	997,160	1,000,433	961,077
Cultural & Recreational	1,873,295	1,747,769	1,754,115	1,660,323	1,652,845
Debt Service	1,003,307	1,258,612	1,235,406	1,985,821	1,212,677
Capital Outlay	-	-	-	161,120	258,891
Total	12,219,573	11,725,675	11,674,527	11,972,964	11,343,664

TOWN OF SMITHFIELD

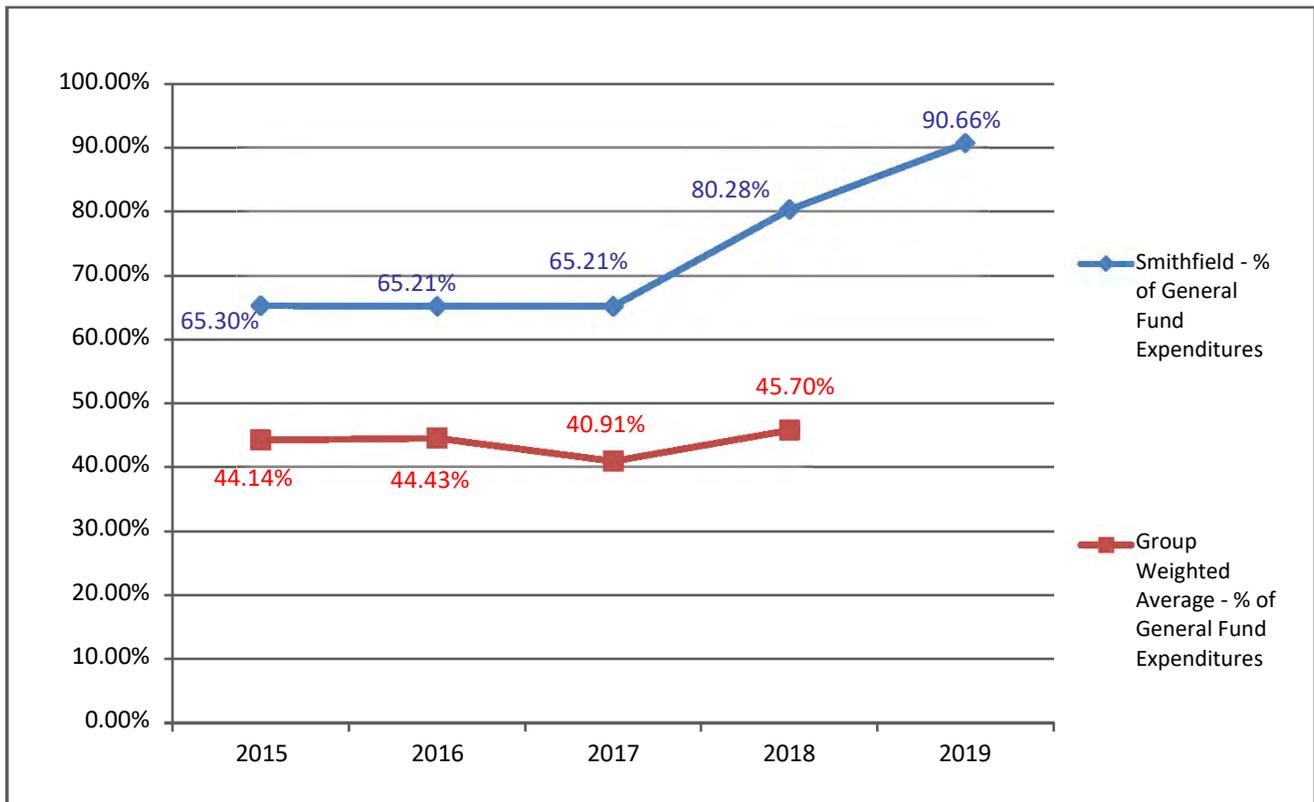
Analysis of Fund Balance



TOWN OF SMITHFIELD

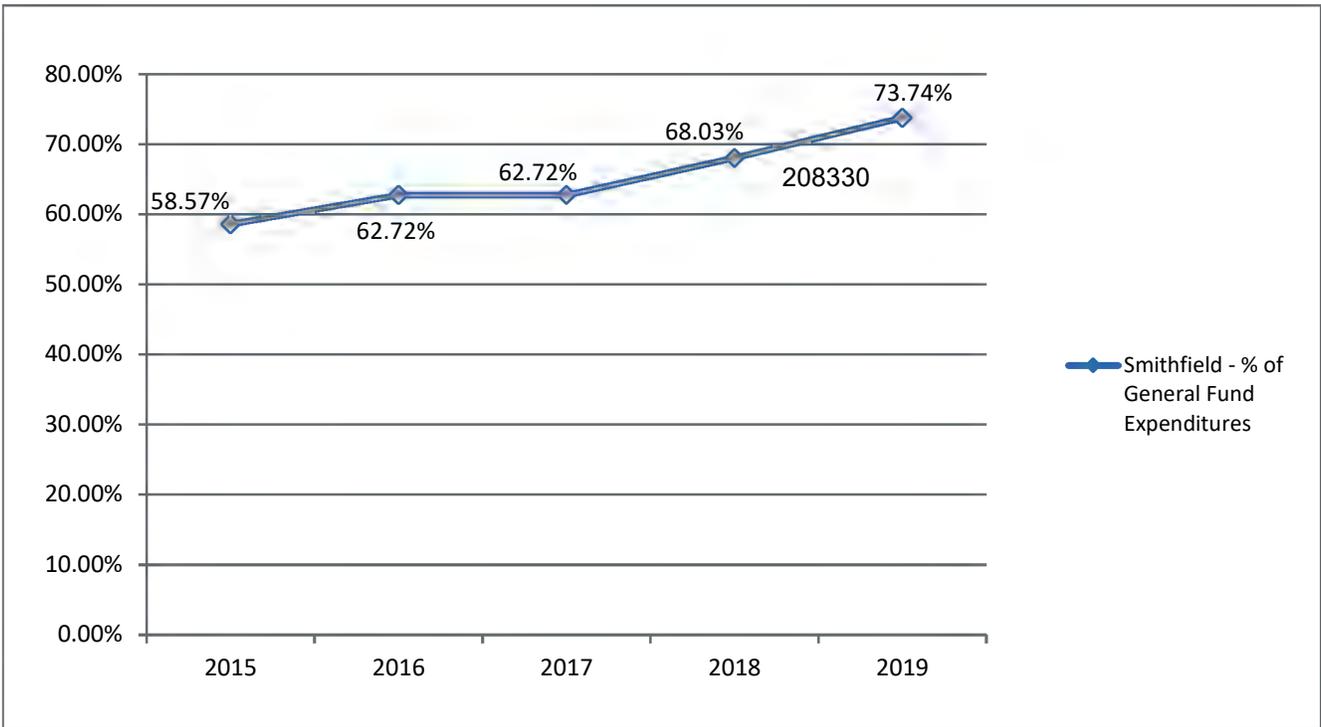
Analysis of Fund Balance Available

(Note - 2019 Group Weighted Average Not Available at Date of Presentation)



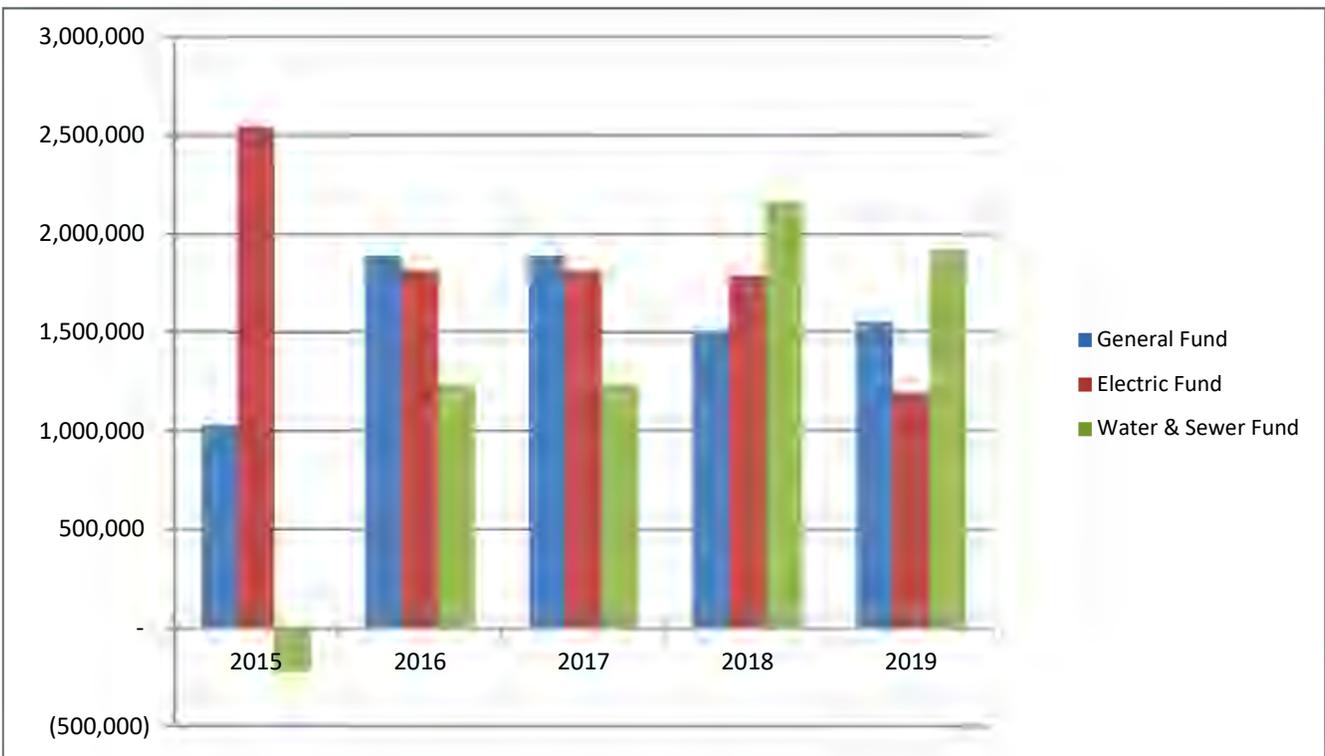
TOWN OF SMITHFIELD

Analysis of Unassigned Fund Balance as a % of General Fund Expenditures



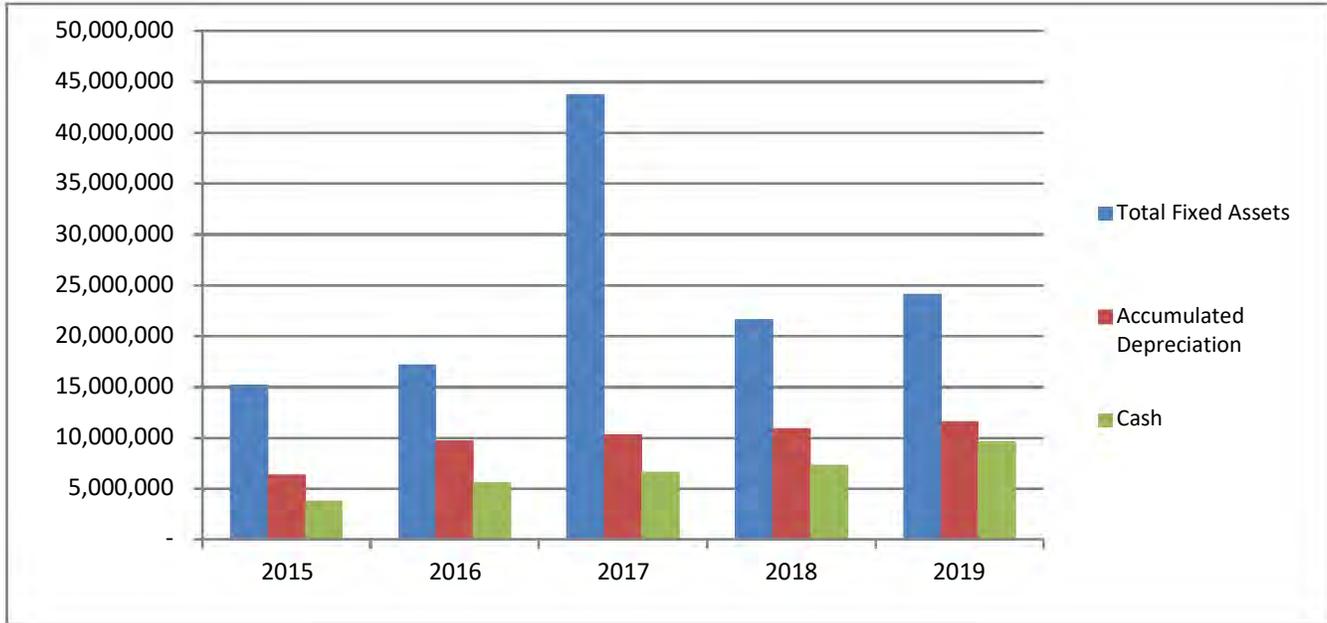
TOWN OF SMITHFIELD

Analysis of Revenues Over (Under) Expenditures before Transfers and Contributions



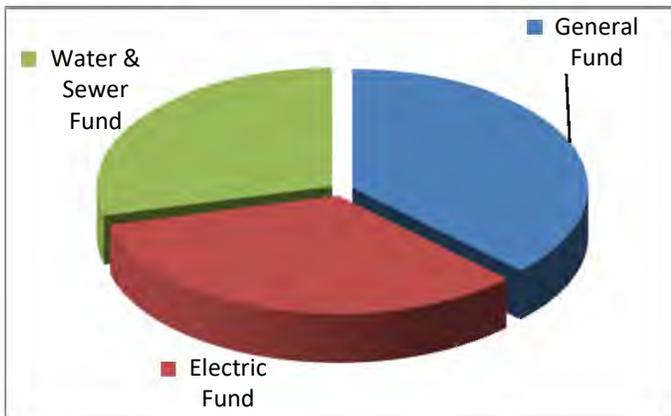
TOWN OF SMITHFIELD
Cash vs. Accumulated Depreciation
(Funded Depreciation)

Water & Sewer Fund

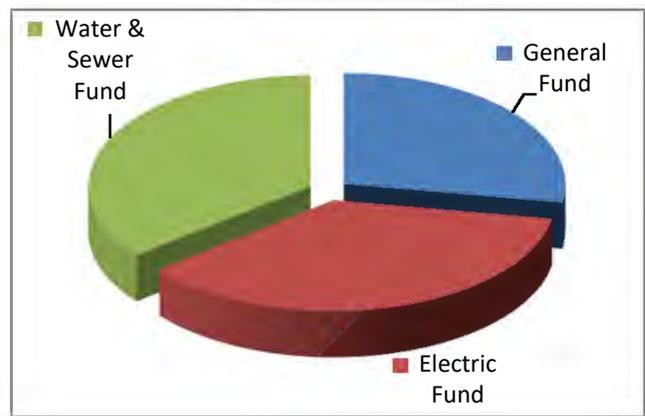


TOWN OF SMITHFIELD
Analysis of Cash and Fund Balances
at June 30, 2019

CASH BALANCES



FUND BALANCES



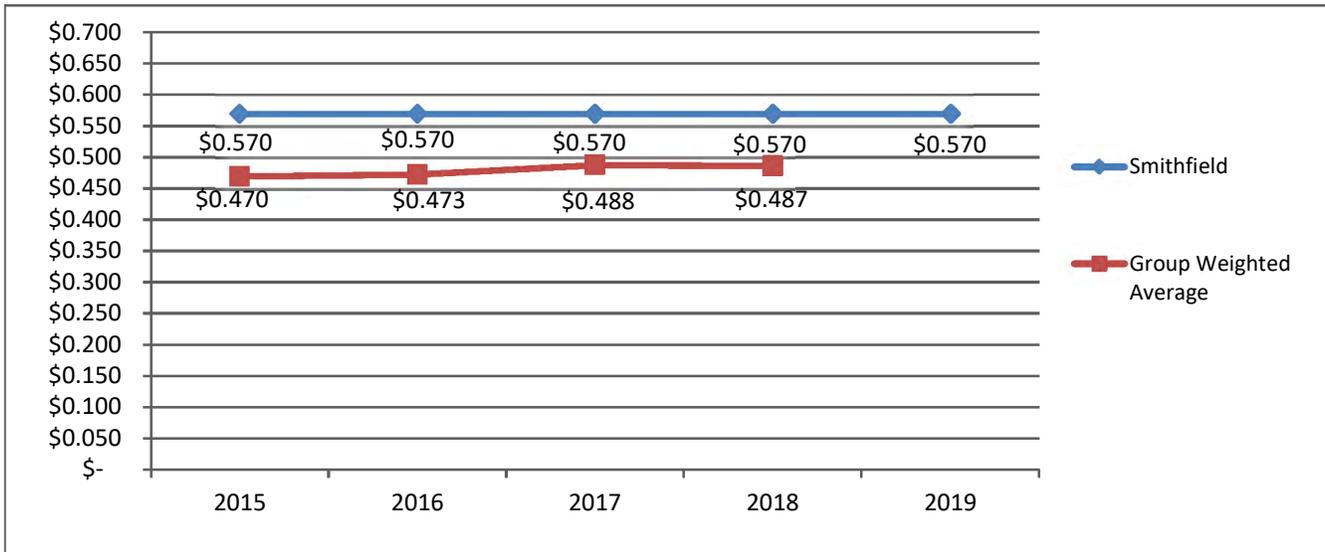
2019

	<u>Cash Balances</u>	<u>Fund Balances</u>
General Fund	\$ 12,403,538	\$ 13,832,540
Electric Fund	11,163,305	18,298,028
Water and Sewer Fund	9,617,316	17,846,875
Total	\$ 33,184,159	\$ 49,977,443

TOWN OF SMITHFIELD

Property Tax Rates

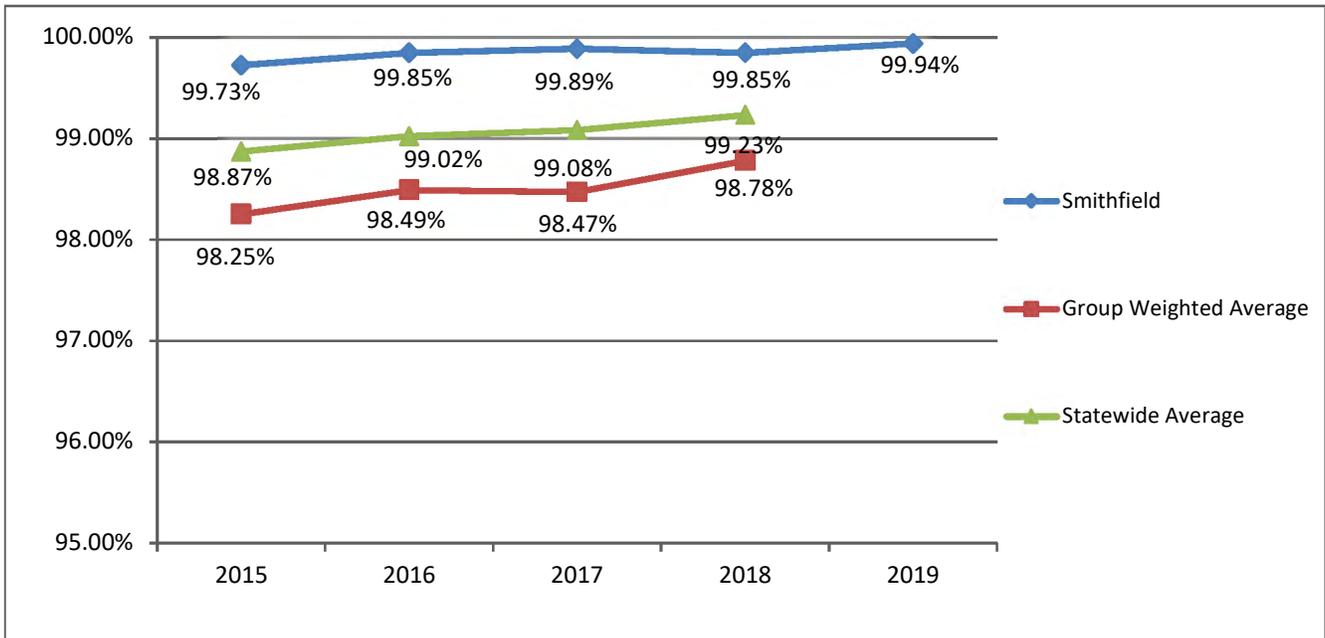
(Note - 2019 Group Weighted Average Not Available at Date of Presentation)



TOWN OF SMITHFIELD

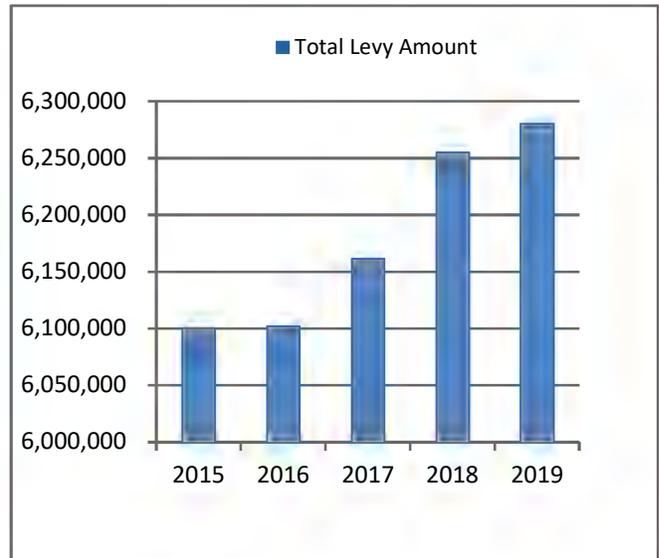
Collection Percentages

(Note - 2019 Group/Statewide Weighted Average Not Available at Date of Presentation)



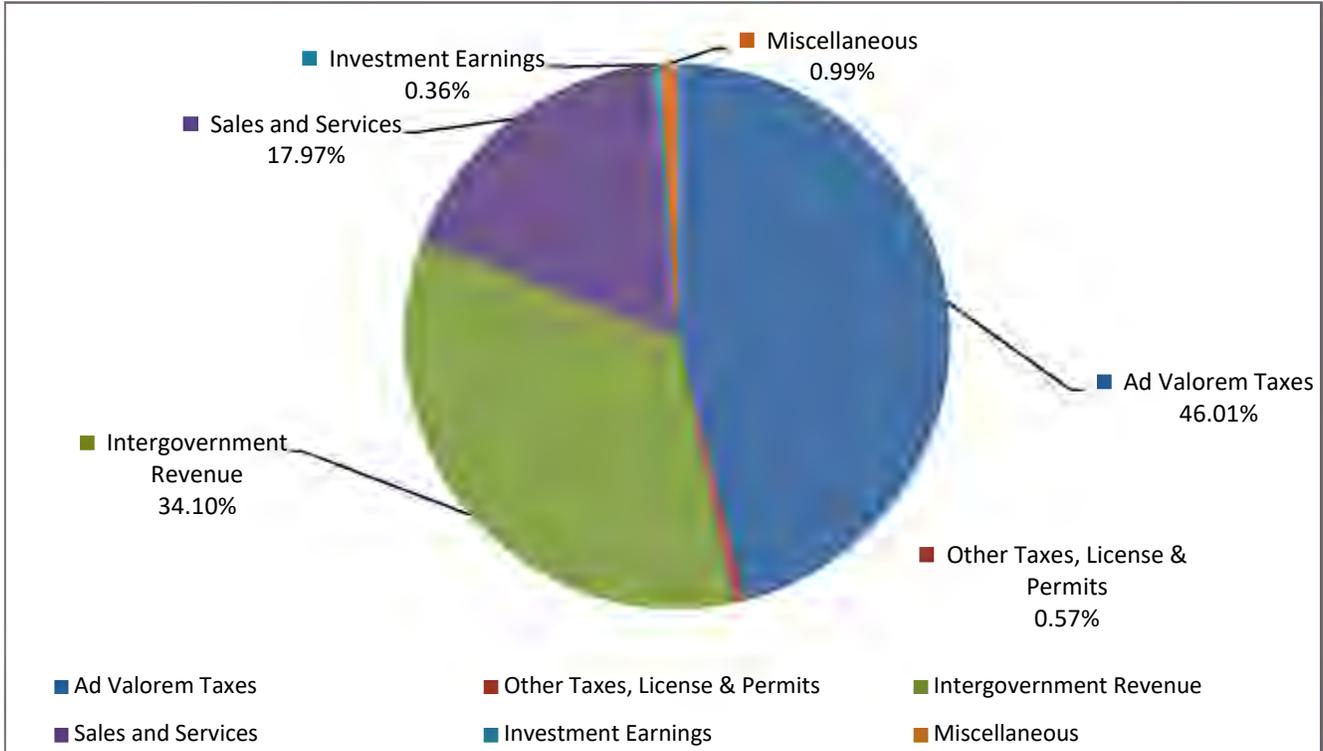
TOWN OF SMITHFIELD

Property Valuation and Levy Amount

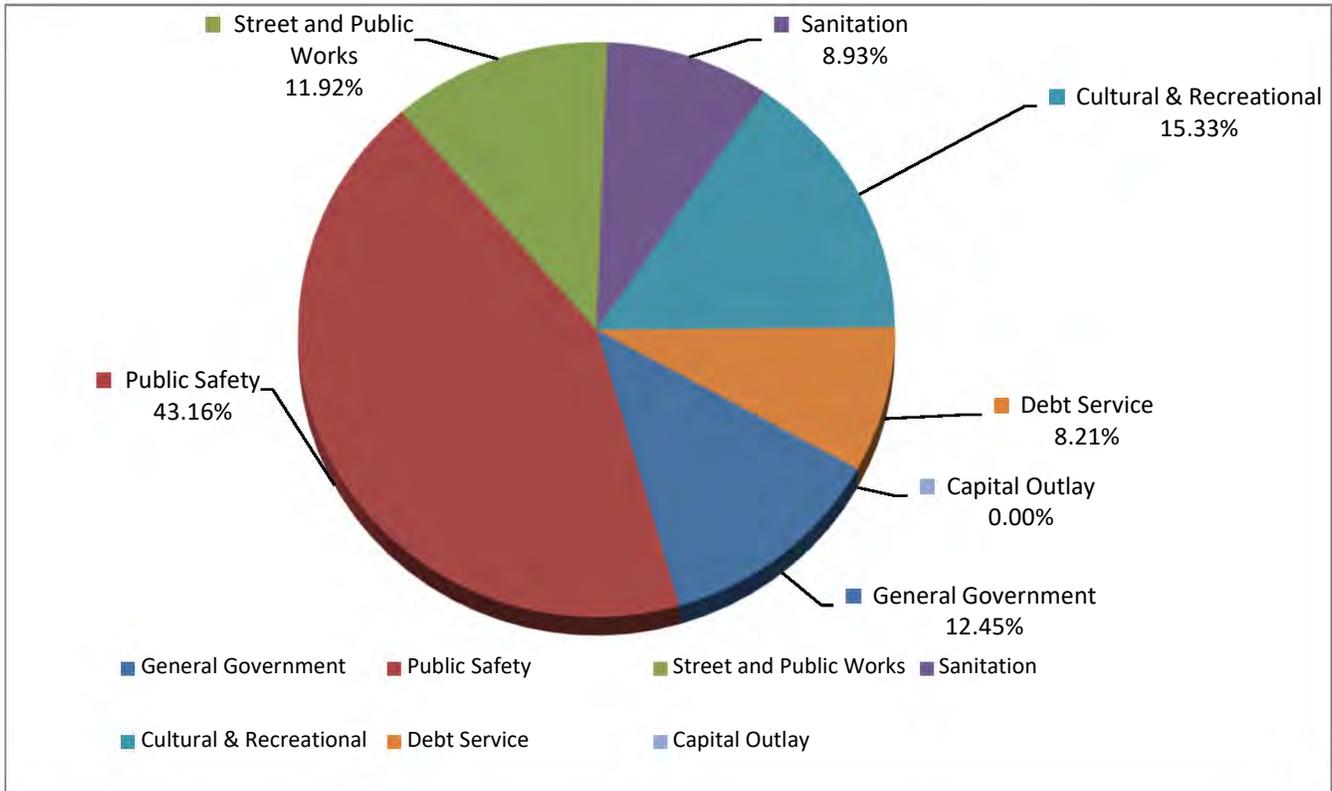


TOWN OF SMITHFIELD

Break Down of General Fund Revenue FYE June 30, 2019



TOWN OF SMITHFIELD
Break Down of General Fund Expenditures
FYE June 30, 2019





Request for Town Council Action

Presentation UFS Water
Rate
Study
Date: 01/07/2020

Subject: Water Fund Rate Study
Department: Public Utilities
Presented by: Ted Credle & Mark Beauchamp (UFS)
Presentation: Presentation

Issue Statement

Per the request of the Town Council, the United Financial Solutions (UFS) performed a rate study for the Water Fund. UFS will present the results of this study.

Financial Impact

The study was performed per the direction of the Council and under the budgeted cost stated by Council.

Action Needed

None

Recommendation

None

Approved: Town Manager Town Attorney

Attachments:

1. Staff Report



Staff Report

Presentation
Agenda
Item: UFS
Water
Rate
Study

The Town Council requested to undertake a rate study for the Water Fund to see the health of the Water Fund and what impact a project, such as the Water Plant expansion, would have on the Fund. UFS was contracted to perform this study and this presentation will relay the results.

Public Hearings





Request for Town Council Action

Public
Hearing: RZ-19-02
Date: 01/07/2020

Subject: Zoning Map Amendment
Department: Planning
Presented by: Stephen Wensman, Planning Director
Presentation: Public Hearing

Issue Statement

To rezone two parcels (Tax IDs 15J10032D and 15J10032E), 1.72 acres of land, from the R-20A (Residential-Agricultural) zoning district to B-3 (Highway Entrance Business) zoning district.

Financial Impact

There will be no financial impact to the Town.

Action Needed

To hold a public hearing, review the application for rezoning, and make a decision to approve or deny the rezoning.

Recommendation

The Planning Department and Planning Board recommend approval of the Zoning Map Amendment with a consistency statement declaring the request to be consistent with the Town of Smithfield Comprehensive Growth Management Plan and that the request is reasonable and in the public interest.

Approved: Town Manager Town Attorney

Attachments:

1. Staff Report
2. Consistency Statement
3. Planning Application
4. Planning Board Minutes
5. Adjacent Property Owner List
6. Zoning Map



Staff Report

Public
Hearing RZ-19-02
Item:

Application Number: RZ-19-02
Project Name: Oakfield Towns
TAX ID numbers: 15J10032D and 15J10032E
Town Limits / ETJ: Town Limits
Applicant: Adams and Hodge Engineering, PC
Owners: Brightleaf Development Partners, LLC
Agents: none
Neighborhood Meeting: none

PROJECT LOCATION: The property considered for rezoning is located on the north side of US 70 Business West approximately 305 feet southwest of Galilee Road on US Highway 301.

REQUEST: The applicant is requesting to rezone the 1.72 acres of land from the R-20A (Residential-Agricultural) to B-3 (Highway Entrance Business) zoning district.

SITE DATA:

Acreage: 1.72
Present Zoning: R-20A (Residential-Agricultural)
Proposed Zoning: B-3 (Highway Entrance Business)
Existing Use: Single Family Residential
Proposed Use: Single Family Townhomes (Multi-family)
School Impacts: Potentially additional students
Parks and Recreation: Park dedication fee in lieu funds
Fire District: Town of Smithfield
Water and Sewer Provider: Town of Smithfield
Electric Provider: Duke Progress Energy

ENVIRONMENTAL: The property considered for rezoning is not located within a floodplain and no delineated wetlands exist on or near the property considered for rezoning.

ADJACENT ZONING AND LAND USES:

	Exiting Zoning	Existing Use:
North-East	B-3 & R-20A	Manufacturing/ Business/Single-Family Residential
South-East	RMH	Mobile Home Development
North-West	R-20A	Institutional - Johnston County Bus Garage
South-West:	R-20A	Single-Family Residential

STAFF ANALYSIS AND COMMENTARY:

The properties considered for rezoning are currently zoned R-20A and are used for single-family residential. Parcel #1 is 0.586 acres in size and is located at 3292 US Highway 301 (Tax ID 15J10032E). Parcel #2 is 1.14 acres in size and is located at 3210 US Highway 301 (Tax ID 15J10032D). The parcels are adjacent to business, institutional and single-family residential land uses. The rezoning will make the existing single-family home on the property non-conforming, however, the applicant intends to remove the single-family structures.

The current comprehensive land use plan map guides the property to medium density residential. To rezone the property as such would create a spot zone of R-8 zoning. Since the intention of the rezoning is to facilitate Town Home development, the same can be achieved using the B-3 zoning with a special use permit. There is B-3 zoning adjacent to these properties. Therefore, Staff is in support of the rezoning to B-3 and believes it is consistent with the intent of the land use plan.

In order to approve the rezoning, the Town Planning Board/Council must find the rezoning consistent with Town Plans and Policies:

- **Consistency with the Strategic Growth Plan**

The subject properties are guided in the Future Land Use Map as medium density residential. Medium density residential can be achieved with the R-8 or B-3 zoning district, therefore, the rezoning is generally consistent with the Comprehensive Growth Management Plan.

- **Consistency with the Unified Development Code**

The rezoning will be consistent with the Town of Smithfield Unified Development Ordinance because the proposed use is allowed in the B-3 zoning district with a special use permit.

- **Compatibility with Surrounding Land Uses**

The property considered for a rezoning is adjacent to B-3 and R-20A zoning districts and adjacent to business, institutional and residential land uses. The proposed rezoning will

not have negative impacts on adjacent land uses and the proposed residential use of the properties are compatible with the adjacent land uses.

RECOMMENDATION:

The Planning Department and Planning Board recommends approval of the Zoning Map Amendment with a consistency statement declaring the request to be consistent with the Town of Smithfield Comprehensive Growth Management Plan and that the request is reasonable and in the public interest.

**THE TOWN OF SMITHFIELD
UNIFIED DEVELOPMENT ORDINANCE
ZONING MAP AMENDMENT CONSISTENCY STATEMENT
BY THE SMITHFIELD TOWN COUNCIL
RZ-19-02**

Whereas the Smithfield Town Council, upon acting on a zoning map amendment to the *Unified Development Ordinance* and pursuant to NCGS §160A-383, is required to approve a statement describing how the action is consistent with the Town of Smithfield *Comprehensive Growth Management Plan*; and

Whereas the Smithfield Town Council, upon acting on a zoning map amendment to the *Unified Development Ordinance* and pursuant to NCGS §160A-383, is required to provide a brief statement indicating how the action is reasonable and in the public interest.

NOW THEREFORE, BE IT ADOPTED BY THE SMITHFIELD TOWN COUNCIL AS APPROPRIATE:

IN THE EVENT THAT THE MOTION TO APPROVE THE ORDINANCE IS ADOPTED,

That the final action regarding zoning map amendment RZ-19-02 is based upon review of and consistency with, the Town of Smithfield *Comprehensive Growth Management Plan* and any other officially adopted plan that is applicable, along with additional agenda information provided to the Town Council and information provided at the public meeting; and

It is the objective of the Town of Smithfield Town Council to have the *Unified Development Ordinance* promote regulatory efficiency and consistency and the health, safety, and general welfare of the community. The zoning map amendment promotes this by offering fair and reasonable regulations for the citizens and business community of the Town of Smithfield as supported by the staff report and attachments provided to the Town Council and information provided at the public meeting. Therefore, the amendment is reasonable and in the public interest.

IN THE EVENT THAT THE MOTION TO APPROVE THE ORDINANCE FAILS,

That the final action regarding zoning map amendment RZ-19-02 is based upon review of, and consistency, the Town of Smithfield *Comprehensive Growth Management Plan* and other officially adopted plans that are applicable; and

It is the objective of the Town Council to have the *Unified Development Ordinance* promote regulatory efficiency and consistency and the health, safety, and general welfare of the community. The zoning map amendment does not promote this and therefore is neither reasonable nor in the public interest.



Town of Smithfield
 Planning Department
 350 E. Market St Smithfield, NC 27577
 P.O. Box 761, Smithfield, NC 27577
 Phone: 919-934-2116
 Fax: 919-934-1134

REZONING APPLICATION

Pursuant to Article 4, Section 4-1 of the Unified Development Ordinance, proposed amendments may be initiated by the Town Council, Planning Board, Board of Adjustment, members of the public, or by one or more interested parties. Rezoning applications must be accompanied by nine (9) sets of the application, nine (9) sets of required plans, an Owner's Consent Form (attached), (1) electronic submittal and the application fee.

Name of Project: Oakfield Towns Acreage of Property: 1.72 ac
 Parcel ID Number: 168206-48-5825 / 168206-48-5714 Tax ID: 15J10032D / 15J10032E
 Deed Book: 5263 Deed Page(s): 269
 Address: 3276 & 3292 US HWY 301, Smithfield, NC 27577
 Location: Roughly 305 ft Southwest of Galilee Road (SR 1341) on HWY 301

Existing Use: Single Family Proposed Use: Townhomes
 Existing Zoning District: R-20A
 Requested Zoning District: B-3
 Is project within a Planned Development: Yes No
 Planned Development District (if applicable): _____
 Is project within an Overlay District: Yes No
 Overlay District (if applicable): _____

FOR OFFICE USE ONLY

File Number: _____	Date Received: _____	Amount Paid: _____
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Statement of Justification Land Use:

The presently adopted Land Use Plan shows the subject property to be rezoned as being a medium density residential use. The actual use of the property as of this writing is low density residential. The adjacent property to the north is designated as being a commercial use. The proposed commercial use extends all the way to the intersection of US 301 S and Galilee Road. To the east the land use is shown as office and institutional or high density residential. The present use of the property to the east is a mobile home park (high density residential). The property to the south of the subject property is designated as being a medium density residential use. Presently the property to the south is in a low-density residential use. To the west, the adjacent land is designated as office and institutional or high density residential. The present use of the property is the School Bus Garage for Johnston County Board of Education.

Obviously, it can be seen that the intent of the adopted Land Use Map is to create an area that can support commercial establishments and office that incorporates medium to high density residential.

The rezoning of this property to B-3 commercial combined with the issuance of a special use permit for townhomes will fulfill the intent of the Land Use Plan for high density residential.

Zoning:

According to the Unified Development Ordinance, Article 6 – Zoning District – Table of Uses the subject property will need to be rezoned in order to construct townhomes. In addition to the rezoning a special use permit will need to be issued for the construction of the townhomes. According to the table of uses the only zonings that will support a townhome development are B-1, B-2, B-3 commercial zoning or R-6, R-8, RMH residential zoning. RMH zoning is reserved for mobile home parks only, therefore RMH zoning is not applicable for townhomes. R-6 and R-8 zoning cannot be utilized since no R06 or R-8 zoning districts exist anywhere nearby; therefore, no argument can be made for expansion of an contiguous zoning district to incorporate the subject property. If the property were rezoned to R-6 or R-8 it would constitute “spot zoning” because of there not being any immediately adjacent R-6 or R-8 district.

The B-1 district is limited to the downtown area of Smithfield and therefore cannot be used. The B-2 district is a transition district that lies adjacent to the B-1 district and is limited to the Entry Corridor Overlay and is limited to the Entry Corridor Overlay district. Therefore, the B-2 district cannot be used in the rezoning of the subject property.

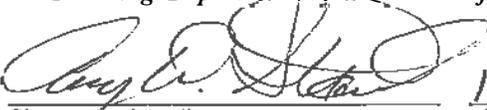
By process of elimination the only zoning district the subject property can be rezoned to is B-3 Commercial. Furthermore, justification can be made that the adjacent property is already zoned B-3 commercial. By rezoning the subject property to B-3 it will not constitute a “spot zoning” but rather expansion of existing zoning district. The rezoning can be further justified by the land use plan sharing the commercial extend all the way from Galilee Road to the parcel. It

would only seem logical to expand the commercial land use to incorporate the subject property so that the high density residential the land use plan refers to can be provided.

APPLICANT AFFIDAVIT

I/We, the undersigned, do hereby make application and petition to the Town Council of the Town of Smithfield to approve the subject zoning map amendment. I hereby certify that I have full legal right to request such action and that the statements or information made in any paper or plans submitted herewith are true and correct to the best of my knowledge. I understand this application, related material and all attachments become official records of the Planning Department of the Town of Smithfield, North Carolina, and will not be returned.

Amy D. STANCIL
Print Name


Signature of Applicant

10/04/19
Date

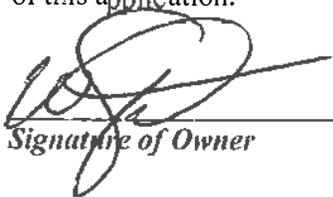
OWNER'S CONSENT FORM

Name of Project: Oakfield Towns Submittal Date: 10/04/2019

OWNERS AUTHORIZATION

I hereby give CONSENT to Adams & Hodge Engineering, PC (type, stamp or print clearly full name of agent) to act on my behalf, to submit or have submitted this application and all required material and documents, and to attend and represent me at all meetings and public hearings pertaining to the application(s) indicated above. Furthermore, I hereby give consent to the party designated above to agree to all terms and conditions which may arise as part of the approval of this application.

I hereby certify I have full knowledge the property I have an ownership interest in the subject of this application. I understand that any false, inaccurate or incomplete information provided by me or my agent will result in the denial, revocation or administrative withdrawal of this application, request, approval or permits. I acknowledge that additional information may be required to process this application. I further consent to the Town of Smithfield to publish, copy or reproduce any copyrighted document submitted as a part of this application for any third party. I further agree to all terms and conditions, which may be imposed as part of the approval of this application.

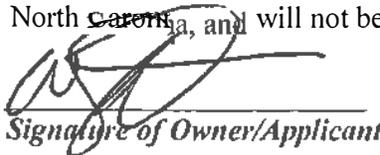

Signature of Owner

Will Stephenson
Print Name

10/2/19
Date

CERTIFICATION OF APPLICANT AND/OR PROPERTY OWNER

I hereby certify the statements or information made in any paper or plans submitted herewith are true and correct to the best of my knowledge. I understand this application, related material and all attachments become official records of the Planning Department of the Town of Smithfield, North Carolina, and will not be returned.


Signature of Owner/Applicant

Will Stephenson
Print Name

10/2/19
Date

FOR OFFICE USE ONLY

File Number: _____ Date submitted: _____ Date received: _____

**Draft
Town of Smithfield
Planning Board Minutes
Thursday, November 7, 2019
6:00 P.M., Town Hall, Council Chambers**

Members Present:

Chairman Stephen Upton
Vice-Chair Mark Lane
Teresa Daughtry
Debbie Howard
Michael Johnson
Ashley Spain
Alisa Bizzell

Members Absent:

Staff Present:

Mark Helmer, Senior Planner
Julie Edmonds, Administrative Support Specialist

Staff Absent:

Stephen Wensman, Planning Director

CALL TO ORDER

IDENTIFY VOTING MEMBERS

APPROVAL OF MINUTES from October 3, 2019

Mark Lane made a motion, seconded by Teresa Daughtry to approve the minutes as written.
Unanimously approved

NEW BUSINESS

RZ-19-02 Brightleaf Development Partners, LLC: The applicant is requesting to rezone two parcels of land from the R-20A (Residential-Agricultural) to the B-3 (Highway Entrance Business) zoning district. The properties considered for rezoning are located on the northwest side of South Brightleaf Boulevard approximately 305 feet southwest of its intersection with Galilee Road. The properties are further identified as Johnston County Tax ID# 15J10032D & 15J10032E.

Mr. Helmer stated the properties considered for rezoning are currently zoned R-20A and are used for single family residential. Parcel #1 is 0.586 acres in size and is located at 3292 US Highway 301 (Tax ID 15J10032E). Parcel #2 is 1.14 acres in size and is located at 3210 US Highway 301 (Tax ID 15J10032D). The parcels are adjacent to business, institutional and single-family residential land uses. The rezoning will make the existing single-family home on the property non-conforming, however, the applicant intends to remove the single-family structures. The current comprehensive land use plan map guides the property to medium density residential. To rezone the property as such would create a spot zone of R-8 zoning. Since the intention of the rezoning is to facilitate Town Home development, the same can be achieved using the B-3 zoning with a special use permit. There is B-3 zoning adjacent to these properties. Therefore, Staff is in support of the rezoning to B-3 and believes it is consistent with the intent of the land use plan.

Mr. Upton asked the board if anyone had any questions for Mr. Helmer. No one replied.

Teresa Daughtry made a motion to approve RZ-19-02, seconded by Ashley Spain. Unanimously approved

S-19-02 Brightleaf Development Partners, LLC: The applicant is requesting preliminary subdivision plat approval for Oakfield Towns; a proposed 17-lot single family attached residential townhouse development on 1.72 acres of land in the B-3 (Highway Entranceway Business District). The properties considered for subdivision approval are located on the northwest side of South Brightleaf Boulevard approximately 305 feet southwest of its intersection with Galilee Road. The properties are further identified as Johnston County Tax ID# 15J10032D & 15J10032E.

Mr. Helmer stated that Adams and Hodge Engineering, PC is requesting a Preliminary Subdivision Plat for Oakfield Towns, a proposed 17-lot single-family attached residential townhouse development on 1.72 acres and will be a B-3 zoning district. The development parcel is comprised of two single-family residential lots, 0.586 and 1.14 acres in size. The structures on these lots will be removed with the development of the site. The property gently slopes away from S. Brightleaf Boulevard (US Highway 301). A drainage ditch runs along the front of the property within Brightleaf Boulevard (NCDOT) right-of-way. Duke Energy maintains overhead electric lines within the NCDOT right-of-way. There is an overhead electric line that crosses the front corner of the development site to a power pole located near the west property line. The rear half of the lot is covered with trees, however the size and quantity of trees is unknown (no tree preservation survey has been provided). Along the southwest property line of the development site there existing single-family residential structure that is situated on that shared property line. This structure currently shares the driveway for the development site. It is unclear as to the fate of this structure and where it will have driveway access in the future. The development site is also adjacent to a single-family residential property to the north-east. The single-family home on this property is approximately five feet from the shared property line. There are no known wetlands on site and the development site is not within a flood zone.

Adjournment

Being no further business, Teresa Daughtry made a motion seconded by Alisa Bizzell to adjourn the meeting. Unanimously approved

Next Planning Board meeting is December 5th, 2019 at 6:00 pm.

Respectfully Submitted,



Julie Edmonds
Administrative Support Specialist

TAG	PIN	NAME1	ADDRESS1	CITY	STATE	ZIPCODE
15J11011	168206-48-4711	LASSITER, WALTER GASTON III	3308 US HWY 301 S	SMITHFIELD	NC	27577
15J10033	168206-49-4312	JOHNSTON COUNTY BOARD OF		SMITHFIELD	NC	27577-1336
15J10032E	168206-48-5714	BRIGHTLEAF DEVELOPMENT PARTNERS, LLC	3210 US HIGHWAY 70 W	SMITHFIELD	NC	27577-7611
15J10032D	168206-48-5825	BRIGHTLEAF DEVELOPMENT PARTNERS, LLC	3210 US HIGHWAY 70 W	SMITHFIELD	NC	27577-7611
15J10032B	168206-48-5983	BRASWELL, WILLIAM ANDREW	3246 US HWY 301 S	SMITHFIELD	NC	27577-9489
15045026B	168206-48-7745	LASSITER, WALTER GASTON JR. HEIRS	98 SKINNER RD	FOUR OAKS	NC	27524-8456
		ADAMS & HODGE	314 E MAIN STREE	CLAYTON	NC	27520
		BRIGHTLEAF DEVELOPMENT PARTNERS	3120 HWY 70 WEST	CLAYTON	NC	27577

3200 Block of South Brightleaf Boulevard



Project Name:
Oakfield Towns

File Number:
RZ-19-02

Existing Zoning:
R-20A (Residential -
Agricultural)

Proposed Zoning:
B-3 (Highway Entrance
Business)

Property Owner:
William Stephenson

Applicant:
Adams & Hodge
Engineering, PC

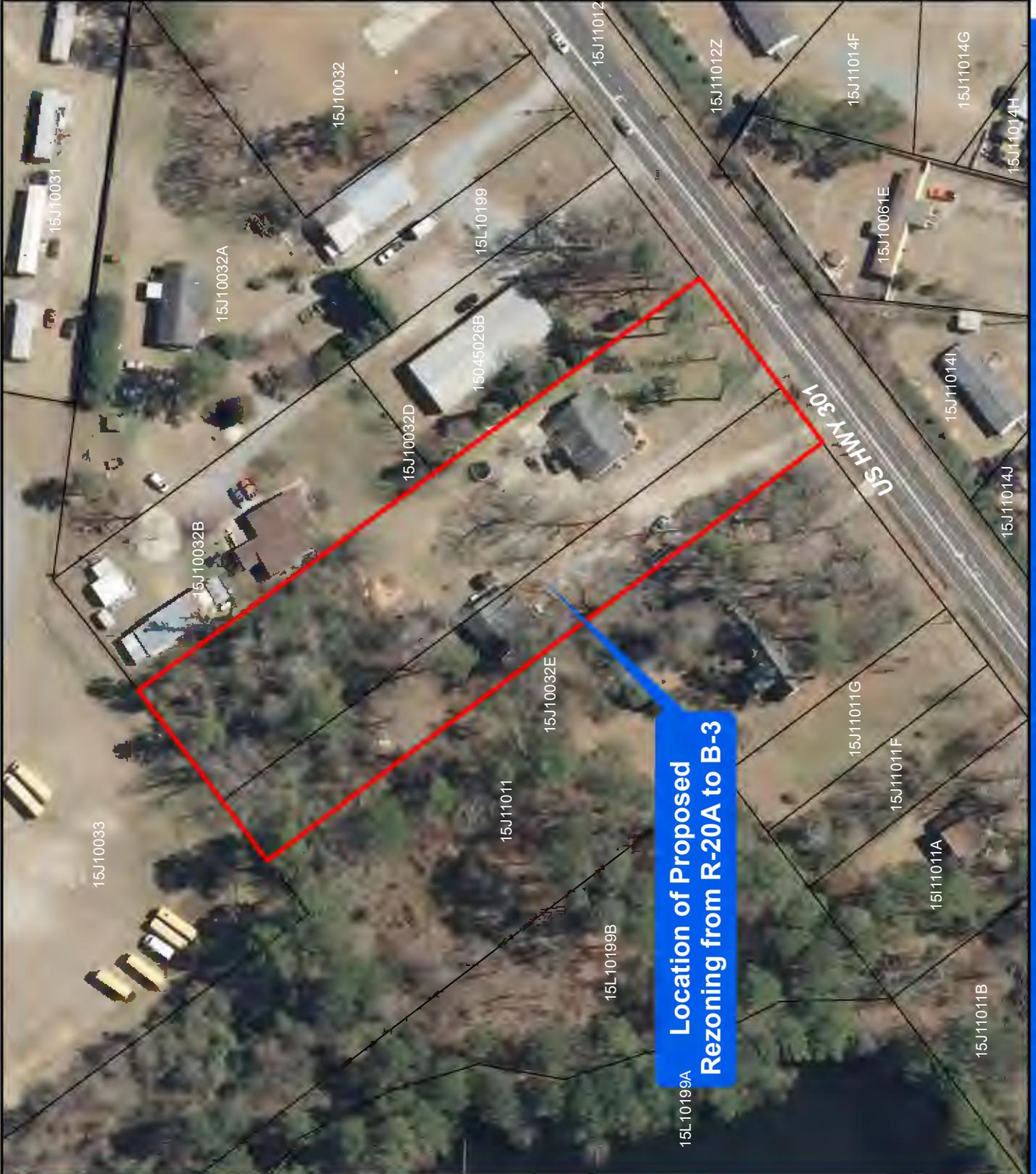
Location: South
Brightleaf Blvd.

**Tax ID# 15J10032D &
15J10032E**



1 in = 100 ft

Map created by the
Mark E. Helmer, AICP
Senior Planner, GIS Specialist
on 10/29/2019



**Location of Proposed
Rezoning from R-20A to B-3**



Request for Town Council Action

Public
Hearing SUP-19-11
Item:
Date: 01/07/2020

Subject: Oakfield Towns Special Use Permit
Department: Planning
Presented by: Stephen Wensman, Planning Director
Presentation: Quasi-judicial public hearing

Issue Statement

Adams and Hodge Engineering, PC is requesting a Special Use Permit to construct a Multi-family development in the B-3 Zoning District.

Financial Impact

The development will be served by Town utilities and the Town will receive property taxes.

Action Needed

To hold a quasi-judicial public hearing to review the Special Use Permit and make a decision whether to approve, approve with conditions, or deny the project.

Recommendation

Planning Staff recommends the Town Council approve SUP-19-11 with the following condition:

1. The applicant shall complete the development strictly in accordance with the plans submitted and approved by the Town Council.

Approved: Town Manager Town Attorney

Attachments:

1. Staff report
2. Findings of Fact
3. Application
4. Preliminary Plat and Plans
5. Adjacent Property Owner List
6. Adjacent Property Owner Notification
7. Map
8. Legal Advertisement



Staff Report

Public SUP-
Hearing: 19-11

Application Number: SUP-19-11
Project Name: Oakfield Towns
TAX ID numbers: 15J10032D and 15J10032E
NCPin numbers: 168206-48-5825 and 168206-48-5714
Town Limits/ETJ: Town Limits
Applicant: Adams and Hodge Engineering, PC
Property Owner: Brightleaf Development Partners, LLC
Agents: None

LOCATION: 3276 and 3292 US Highway 301, approximately 305 feet southwest of Galilee Road on the north side of US Highway 301

REQUEST: Adams and Hodge Engineering, PC is requesting a special use permit for a multi-family residential project in the B-3 (Highway Entranceway Business District).

SITE/DEVELOPMENT DATA:

Address: 3276 and 3292 US Highway 301
Tax IDs: 15J10032D and 15J10032E
Acreage: 0.586 and 1.14 acres (1.72 acres)
Present Zoning: B-3 with RZ-19-02
Existing Uses: Single-Family Detached Residential
Proposed Use: Single-family Attached Residential Townhouse (Multi-Family)
Fire Protection: Town of Smithfield
School Impacts: Potentially adding students to the schools.
Parks and Recreation: Subject to park dedication fees in lieu funds
Access: US Highway 301
Water Provider: Town of Smithfield
Sewer Provider: Town of Smithfield
Electric Provider: Duke Energy

ADJACENT ZONING AND LAND USES:

	Exiting Zoning	Existing Use:
North-East	B-3 & R-20A	Manufacturing/ Business/Single-Family Residential
South-East	RMH	Mobile Home Development

North-West	R-20A	Institutional - Johnston County Bus Garage
South-West:	R-20A	Single-Family Residential

EXISTING CONDITIONS:

The development parcel is comprised of two single-family residential lots, 0.586 and 1.14 acres in size. The structures on these lots will be removed with the development of the site. The property gently slopes away from S. Brightleaf Boulevard (US Highway 301). A drainage ditch runs along the front of the property within Brightleaf Boulevard (NCDOT) right-of-way. Duke Energy maintains overhead electric lines within the NCDOT right-of-way. There is an overhead electric line that crosses the front corner of the development site to a power pole located near the west property line. The rear half of the lot is covered with trees; however, the size and quantity of trees is unknown (no tree preservation survey has been provided).

Along the southwest property line of the development site there is an existing single-family residential structure that is situated on that shared property line. This structure currently shares the driveway for the development site. It is unclear as to the fate of this structure and where it will have driveway access in the future.

The development site is also adjacent to a single-family residential property to the north-east. The single-family home on this property is approximately five feet from the shared property line.

There are no known wetlands on site and the development site is not within a flood zone.

REZONING AND SPECIAL USE:

Prior to any approval of the preliminary plat, the property will need to be rezoned appropriately. Application RZ-19-02 proposes to rezone the development site from R-20A to B-3 (application RZ-19-02). Also, after being rezoned to B-3, a special use permit is required to allow multi-family development within the B-3 zoning district.

PRELIMINARY PLAT/PLANS ANALYSIS:

Unit Type/Density/Lot Size. The developer is proposing to construct (17) 1,224 sq. ft. attached single-family residential townhomes on 1.72 acres of land. Each of the 17 townhouse lots will be 0.03 acres in size, with the remainder of the land held in common ownership containing the parking lot, stormwater management pond, dumpster facility, clustered mailbox, sidewalks and landscaping. Each lot will have a small patio in the rear and a covered entrance and landscaping in the front. The Unified Development Ordinance (UDO) requires a minimum of 4,500 sq. ft. gross area per unit. Density Calculation:

$$1.72 \text{ acres} \times 43,560 \text{ sq. ft.} = 74,923.2 \text{ sq. ft.} / 4,500 = 16.6496 \text{ units, or } 17 \text{ units} - 17 \text{ units} / 1.72 \text{ acres} = 9.88 \text{ units per acre.}$$

Each unit will be two-stories and 32 feet in height. The ground floor of each unit will have a kitchen, half-bath, dining/family room and a bedroom/study. The upper floor of each unit will have bedrooms and bathroom. The Townhomes will be stick construction with brick cladding

and siding to be determined. The roofs will have asphalt shingles. The front and rear elevations of the townhomes are shown with horizontal articulation between units.

Access and Parking. The development will be accessed by a private - HOA maintained driveway/parking lot. The access will require a NCDOT driveway permit. NCDOT has reviewed the plans and has not indicated the need for any turn lanes or other special requirements. The size of the development is such that the proposed traffic to be generated by the use does not no trigger the need for a traffic impact study. The UDO requires 2 parking stalls for each 3+ bedroom unit. For 17 (3+ bedroom) residential units, 34 parking stalls are required; the site plans indicate 40 are proposed. Adequate parking has been shown with additional parking available for guests.

Utilities. The development will be served by Town of Smithfield water and sewer. The developer will need to construct a forced main along US Highway 301 to connect to a Town manhole near Packing Plant Road. Electricity will be provided by Duke Progress Energy.

Sidewalks. The UDO requires the applicant to construct a public sidewalk along US Highway 301 with the new development. US Highway 301 is a potential alignment of Mountains to Sea Trail. NCDOT will not allow a sidewalk within the right-of-way unless there is concrete curb and gutter. The applicant is not proposing concrete curb and gutter, therefore, NCDOT requires the sidewalk be constructed in a public easement outside the NCDOT right-of-way. The applicant has shown a sidewalk, but it will need to be relocated to an easement outside the NCDOT right-of-way.

Park Dedication. According to the UDO, Section 10.112.3, at least one fifty-seventh of an acre (1/57) shall be dedicated for each dwelling unit planned or provided for in the subdivision plan. Alternatively, the Town can accept a fee in lieu of parkland. There are no Town plans for parks in this area and the applicant is proposing fee in lieu of parkland dedication. The fee in lieu will be due prior to recording the final plat, based on the number of lots in the plat.

Common Space. The proposed preliminary plat shows 6.7 acres of land to be held in common by the 17 units. The developer will need to provide Homeowners Association documents (Declaration of Covenants and Restrictions) for the ownership and maintenance of the common amenities including the parking area, sidewalks, landscaping, stormwater pond, dumpster coral, mailboxes, etc. The HOA documents will need to reviewed by the Town Attorney and recorded with the final plat.

Grading and Erosion Control. The applicant has submitted a sediment and erosion control plan with proposed grading. A sediment and erosion control permit will be required from the NCDEQ.

Stormwater Management. The applicant has submitted a stormwater management plan and is proposing to construction a stormwater management facility with the development of this site. A stormwater maintenance agreement will be executed to ensure the developer/HOA is responsible for the ongoing maintenance of the pond.

Tree Preservation. A tree preservation plan is required, but none has been yet submitted by the developer. The tree preservation plan will identify perimeter trees and significant trees that are required for preservation or mitigation.

Lighting. No lighting plan has been provided. Any lighting is required to comply with the Town's lighting requirements in the UDO.

Signs. The applicant has not proposed any entrance/development signs. Any signs will require a sign permit prior to construction and will need to comply with the UDO.

DRAFT FINDINGS OF FACT:

The UDO, Article 4, sets forth eight findings of fact that are required for approval of a special use permit through a quasi-judicial process. (Please see the attached application which contains the applicant's findings of fact). Staff's findings are shown in ***Bold/Italics*** below:

4.9.3.5.1. The establishment, maintenance, or operation of the special use will not be detrimental to or endanger the public health, safety, or general welfare. ***The multifamily development will not be detrimental to or endanger the public health, safety, or general welfare. The site is guided as medium density residential in the Town's Comprehensive Growth Management Plan and the site plans address health safety and general welfare issues related to such development.***

4.9.3.5.2. The special use will be in harmony with the existing development and uses within the area in which it is to be located. ***The Townhome development will serve as a transition from the business use to the north and the residential uses to the south.***

4.9.3.5.3. The establishment of the special use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district. ***The townhouse development is consistent with the Town's comprehensive land use plan and the use is consistent with the zoning for the property.***

4.9.3.5.4. Adequate utilities, access roads, drainage, parking, or necessary facilities have been or are being provided. ***The development plans for the townhouse development addresses utilities, access roads, drainage, parking, and other necessary facilities adequately.***

4.9.3.5.5. Adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets. ***The use will require a NCDOT access permit and NCDOT has reviewed the proposal and has identified no issues with the proposal.***

4.9.3.5.6. The special use shall, in all other respects, conform to all the applicable regulations of the district in which it is located. ***The development plans show conformance with Town regulations.***

4.9.3.5.7. Public access shall be provided in accordance with the recommendations of the Town's land use plan and access plan or the present amount of public access and public parking as exists within the Town now. If any recommendations are found to conflict, the system requiring the greatest quantity and quality of public access, including parking, shall govern. ***The site plans show has adequate vehicular access, public parking and a public sidewalk along S. Brightleaf Boulevard.***

4.9.3.5.8. The proposed use will be in conformity with the land use plan, thoroughfare plan, or other plan officially adopted by the Town Council. *The site is in conformity with the Town's land use and transportation plans.*

PLANNING DEPARTMENT RECOMMENDATIONS:

The Planning Department recommends approval of the special use permit for Oakfield Towns (SUP-19-11) with the following condition.

1. The applicant shall complete the development strictly in accordance with the plans submitted and approved by the Town Council.

**Town of Smithfield
Special Use Permit Application
Finding of Fact / Approval Criteria**

Application Number: SUP-19-11 **Name:** Oakfield Towns

Request: The applicant seeks a special use permit to operate a multifamily residential development on property located within a B-3 (Highway/Entranceway Business) zoning district. The properties considered for approval is located at 3276 and 3292 US Highway 301, approximately 305 feet southwest of Galilee Road on the north side of US Highway 301, further identified as Johnston County Tax ID Nos. 15J10032D and 15J10032E

In approving an application for a special use permit in accordance with the principles, conditions, safeguards, and procedures specified herein, the Town Council may impose reasonable and appropriate conditions and safeguards upon the approval. The petitioner will have a reasonable opportunity to consider and respond to any additional requirements prior to approval or denial by the Town Council. The Town Council shall include in its comments a statement as to the consistency of the application with the Town's currently adopted Comprehensive Plan. The applicant has the burden of producing competent, substantial evidence tending to establish the facts and conditions which the below requires.

The Town Council shall issue a special use permit if it has evaluated an application through a quasi-judicial process and determined that:

1. The establishment, maintenance, or operation of the special use will not be detrimental to or endanger the public health, safety, or general welfare.
2. The special use will be in harmony with the existing development and uses within the area in which it is to be located.
3. The establishment of the special use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district.
4. Adequate utilities, access roads, drainage, parking, or necessary facilities have been or are being provided.
5. Adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.
6. The special use shall, in all other respects, conform to all the applicable regulations of the district in which it is located.
7. Public access shall be provided in accordance with the recommendations of the Town's land use plan and access plan or the present amount of public access and public parking as exists within the Town now. If any recommendations are found to conflict, the system requiring the greatest quantity and quality of public access, including parking, shall govern.
8. The proposed use will be in conformity with the land use plan, thoroughfare plan, or other plan officially adopted by the Town Council.

Once all findings have been decided one of the two following motions must be made:

Motion to Approve: *Based upon satisfactory compliance with the above stated findings and fully contingent upon acceptance and compliance with all conditions as previously noted herein and with full incorporation of all statements and agreements entered into the record by the testimony of the applicant and applicant's representative, I move to approve Special Use Permit Application # **SUP-19-11** with the following condition:*

1. The applicant shall complete the development strictly in accordance with the plans submitted and approved by the Town Council

Motion to Deny: *Based upon failure to meet all of the above stated findings and for reasons stated therein, I move to deny Special Use Permit Application # **SUP-19-11** for the following stated reason:*

Record of Decision:

Based on a motion and majority vote of the Town of Smithfield Town Council for the Special Use Permit Application Number SUP-19-12 is hereby:

_____ **approved upon acceptance and conformity with the following conditions:**

1. The applicant shall complete the development strictly in accordance with the plans submitted and approved by the Town Council

_____ **denied for the noted reasons.**

Decision made this __ day of __, 20__ while in regular session.

M. Andy Moore, Mayor

ATTEST:

Shannan L. Parrish, Town Clerk



Town of Smithfield
 Planning Department
 350 E. Market St Smithfield, NC 27577
 P.O. Box 761, Smithfield, NC 27577
 Phone: 919-934-2116
 Fax: 919-934-1134

SPECIAL USE PERMIT APPLICATION

Pursuant to Article 4, of the Town of Smithfield Unified Development Ordinance, an owner of land within the jurisdiction of the Town (or a duly authorized agent) may petition the Town Council to allow a Special Use. Special Uses are uses that may be appropriate in a particular district, but has the potential to create incompatibilities with adjacent uses.

Special Use Permit applications must be accompanied by nine (9) sets of the application, nine (9) sets of required plans and one (1) digital copy of all required documents, an Owner's Consent Form (attached) and the application fee.

SITE INFORMATION:

Name of Project: Oakfield Towns Acreage of Property: 1.72 ac
 Parcel ID Number: 168206-48-5825 / 168206-48-5714 Tax ID: 15J10032D / 15J10032E
 Deed Book: 5263 Deed Page(s): 269
 Address: 3276 & 3292 US HWY 301, Smithfield, NC 27577
 Location: Roughly 305 ft Southwest of Galilee Road(SR 1341) on HWY 301

Existing Use: Single Family Proposed Use: Townhomes
 Existing Zoning District: R-20A (Rezoning to B-3)

Is project within a Planned Development: Yes No
 Planned Development District (if applicable): _____
 Is project within an Overlay District: Yes No
 Overlay District (if applicable): _____

FOR OFFICE USE ONLY

File Number: _____ Date Submitted: _____ Date Received: _____ Amount Paid: _____



Statement of Justification:

Considering that the planning board and Town Council have agreed to rezone the property to B-3 commercial the next requirement is to approve a special use permit for the development of the townhomes. The decision of whether to issue or not is based on a specific site plan comments from a public hearing and the finding of facts.

The site plan submitted for the special use permit meets the requirements set forth in the Town of Smithfield Unified Development Ordinance and the Standard Design and Specifications Manual. NCDOT will be responsible for permitting improvement required in US301S for both pedestrian and vehicular access. Water and sewer will be permitted by the Town, the County and the State. Erosion control will be permitted by DNER. Stormwater management plan will be approved and regulated by the Town. Site improvements will be designed to UDO standards and permitted by the Town.

Upon approval of the special use permit detail engineering drawings will be prepared for approval of the Town and the regulatory agencies.

The proposed site plan meets the development criteria establish in the Town Ordinance therefore it is asked that special use permit be approved.

REQUIRED FINDING OF FACT

Article 4 of the Town of Smithfield Unified Development Ordinance requires applications for a Special Use Permit to address the following findings. The applicant has the burden of producing competent, substantial evidence tending to establish the facts and conditions which this section requires. The Town Council shall issue a special use permit if it has evaluated an application through a quasi-judicial process and determined that:

- 1) The establishment, maintenance, or operation of the special use will not be detrimental to or endanger the public health, safety, or general welfare.
See attached

- 2) The special use will be in harmony with the existing development and uses within the area in which it is to be located.
See attached

- 3) The establishment of the special use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district.
See attached

- 4) Adequate utilities, access roads, drainage, parking, or necessary facilities have been or are being provided.
See attached

- 5) Adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.
See attached

- 6) The special use shall, in all other respects, conform to all the applicable regulations of the district in which it is located.
See attached

- 7) Public access shall be provided in accordance with the recommendations of the Town's land use plan and access plan or the present amount of public access and public parking as exists within the Town now. If any recommendations are found to conflict, the system requiring the greatest quantity and quality of public access, including parking, shall govern.
See attached

- 8) The proposed use will be in conformity with the land use plan, thoroughfare plan, or other plan officially adopted by the Town Council.
See attached

Finding of Facts

1. *The establishment, maintenance, or operation of the special use will not be detrimental to or endanger public health, safety, or general welfare.*

The granting of a special use for townhomes will not be detrimental to or endanger the public health, safety or general welfare. Public water and sewer will be used in the development of the townhomes assuring clean water and proper disposal of sanitary waste. Electricity will be provided by Duke power for the townhomes to provide for lighting, cooking and adequate heating and cooling. Area lighting will be provided so that a well-lit nighttime environment can be maintained. Storm water during construction will be managed by erosion control measures permitted via an approved erosion plan by DNER. After construction storm water quantity and quality will be managed by a stormwater management plan approved by the Town of Smithfield. Adequate vehicular access will be provided by an access point that will be designed and permitted to NCDOT standards. Internal to the site vehicles and pedestrians by curbs and other barriers. Sidewalks will be constructed to provide adequate pedestrian access between the townhomes, vehicles, mailboxes, trash corral and US 301S. Landscaping will be provided that met the requirements set forth in the UDO. Landscape improvements will create an environment that is pleasing to the eye as well as functional (ie. Shade from trees). Household waste will be deposited by residents in a trash coral and then commercially transported and disposed of. Recreation will be provided through municipal recreation facilities via recreation assessment fees.

2. *The special use will be in harmony with the existing development and uses within the area in which it is to be located.*

The proposed townhome development is in harmony with the existing development pattern that has evolved over recent years. The development to the north is primarily business. To the east the development is either low density residential or high density residential (mobile home park). Immediately to the south is primarily low density residential. However just a little further south there is a restaurant (Holt Lake) and a number of other businesses as well as professional offices. To the immediate west the school bus garage abuts the property but there is also a mix of single family residential and multifamily residential (Blackmon's Mobile Home Park). It appears that a townhome community would be in keeping with the existing high density residential with single family residential mixed in.

3. *The establishment of the special use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district.*

Since the proposed townhome development will have its own access to US301S and none of the adjacent properties require access to US301S through the townhome access

there should be no impediment for access. Public Water and sewer are available in US301S so all abutting properties have access to the same water and sewer. The UDO requires buffers, setbacks and landscaping to separate the townhomes from adjacent properties, therefore no physical or visual obstruction will impede adjacent property development.

4. *Adequate utilities, access roads, drainage, parking, or necessary facilities have been or are being provided.*

Existing adequate utilities exist in US301S. All onsite water and sewer utilities will be permitted through the Town, County and State. Drainage will be designed, permitted and constructed in accordance to the Town of Smithfield ordinances. Adequate paved parking will be provided in accordance with the requirements set forth in the UDO utilizing curb stops and curb and gutter.

5. *Adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.*

As stated previously the roadway access to US301 will be designed to NCDOT standards. It is anticipated that less than 800 trips per day will be generated by the 17 townhomes, therefore there is not a requirement for a Traffic Impact Analysis. There is an existing turn lane on US301S so north bound left turn movements should not propose a problem. In general, the townhome development will only have minimal impact on traffic movements along US301S.

6. *The special use shall, in all other respects, conform to all the applicable regulations of the district in which it is located.*

The proposed townhouse development will conform to all setbacks, buffers, landscaping, parking requirements, building heights etc. that are set forth in the UDO.

7. *Public access shall be provided in accordance with the recommendations of the Town's land use plan and access plan or the present amount of public access and public parking as exists within the Town now. If any recommendations are found to conflict, the system requiring the greatest quantity and quality of public access, including parking, shall govern.*

The access to the townhome development is by a private 24' drive, therefore public access to the site in the true sense is not applicable. However vehicular access is designed to accommodate police, fire, mail, EMS, utility, and sanitation access. The site access is handicapped accessible by vehicle and pedestrian as well as the proposed sidewalk along US301S. Parking requirements either meet or exceed the requirements set forth in the UDO.

8. *The proposed use will be in conformity with the land use plan, thoroughfare plan, or other plan officially adopted by the Town Council.*

The proposed special use is in compliance with the adopted land use plan because it addresses the need for multi-family residential development that is set forth in general area of the development. Site development is in accordance with the requirements of the UDO. The development is in compliance with the NCDOT Johnston County Transportation Plan.

REQUIRED SITE PLAN INFORMATION

Article 5 of the Town of Smithfield Unified Development Ordinance requires a site plan be prepared by a professional engineer, registered land surveyor, or licensed architect and shall be drawn to scale of not less than one inch equals 30 feet. The site plan shall be based on the latest tax map information and shall be of a size as required by each individual site plan. The site plan shall contain the following information, if applicable as determined by the UDO Administrator:

- 1) A key map of the site with reference to surrounding areas and existing street locations.
- 2) The name and address of the owner and site plan applicant, together with the names of the owners of all contiguous land and of property directly across the street as shown by the most recent tax records.
- 3) Parcel Identification Numbers (PIN) for site and adjacent properties.
- 4) Deed book and page reference demonstrating ownership of property.
- 5) Location of all existing and proposed structures, including their outside dimensions and elevations, streets, entrances, and exits on the site, on contiguous property, and on property directly across the street.
- 6) Building setback, side line, and rear yard distances.
- 7) Location of watercourses, ponds, flood zones, water supply watershed areas, and riparian buffers.
- 8) All existing physical features, including existing trees greater than eight (8) inches in diameter measured four and one-half (4.5) feet above ground level, and significant soil conditions.
- 9) Topography showing existing and proposed contours at no greater than ten (10) foot intervals. All reference benchmarks shall be clearly designated.
- 10) The zoning of the property, including zoning district lines where applicable.
- 11) Lot line dimensions and property lines of the tract to be developed (with dimensions identified), adjacent property lines (including corporate limits, Town boundaries, and county lines).
- 12) Parking, loading, and unloading areas shall be indicated with dimensions, traffic patterns, access aisles, and curb radii per the requirements of Article 10, Part I.
- 13) Types of surfaces for drives, sidewalks, and parking areas.
- 14) Location and design of existing and proposed sanitary waste disposal systems, water mains and appurtenances (including fire hydrants) on or adjacent to the parcel.
- 15) Other utility lines both under- and above-ground, including electric power, telephone, gas, cable television.
- 16) Location of all US Clean Water Act Section 404 wetland areas, located of detention/retention ponds (Best Management Practices), riparian buffers and impervious surface areas with area dimensions, and ratios of impervious surface to the total size of the lot.
- 17) The location of all common areas.
- 18) The location and dimensions of all areas intended as usable open space, including all recreational areas. The plans shall clearly indicate whether such open space areas are intended to be offered for dedication to public use or to remain privately owned.
- 19) Landscaping and buffering plan showing what will remain and what will be planted, indicating names of plants, trees, and dimensions, approximate time of planting, and maintenance plans per the requirements of Article 10, Part II. The plan shall include the tree line of wooded areas and individual trees eight (8) inches in diameter or more, identified by common or scientific name.
- 20) Proposed site lighting.

APPLICANT AFFIDAVIT

I/We, the undersigned, do hereby make application and petition to the Town Council of the Town of Smithfield to approve the subject Special Use Permit. I hereby certify that I have full legal right to request such action and that the statements or information made in any paper or plans submitted herewith are true and correct to the best of my knowledge. I understand this application, related material and all attachments become official records of the Planning Department of the Town of Smithfield, North Carolina, and will not be returned.

Amy D. Stancil
Print Name


Signature of Applicant

10/04/19
Date

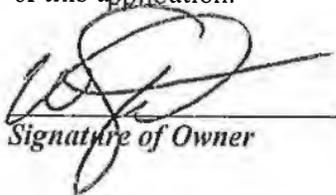
OWNER'S CONSENT FORM

Name of Project: Oakfield Towns Submittal Date: 10/04/2019

OWNERS AUTHORIZATION

I hereby give CONSENT to Adams & Hodge Engineering, PC (type, stamp or print clearly full name of agent) to act on my behalf, to submit or have submitted this application and all required material and documents, and to attend and represent me at all meetings and public hearings pertaining to the application(s) indicated above. Furthermore, I hereby give consent to the party designated above to agree to all terms and conditions which may arise as part of the approval of this application.

I hereby certify I have full knowledge the property I have an ownership interest in the subject of this application. I understand that any false, inaccurate or incomplete information provided by me or my agent will result in the denial, revocation or administrative withdrawal of this application, request, approval or permits. I acknowledge that additional information may be required to process this application. I further consent to the Town of Smithfield to publish, copy or reproduce any copyrighted document submitted as a part of this application for any third party. I further agree to all terms and conditions, which may be imposed as part of the approval of this application.

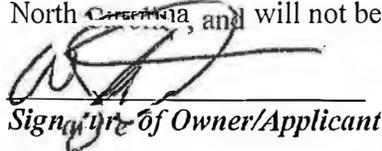

Signature of Owner

Will Stephenson
Print Name

10/2/19
Date

CERTIFICATION OF APPLICANT AND/OR PROPERTY OWNER

I hereby certify the statements or information made in any paper or plans submitted herewith are true and correct to the best of my knowledge. I understand this application, related material and all attachments become official records of the Planning Department of the Town of Smithfield, North Carolina, and will not be returned.

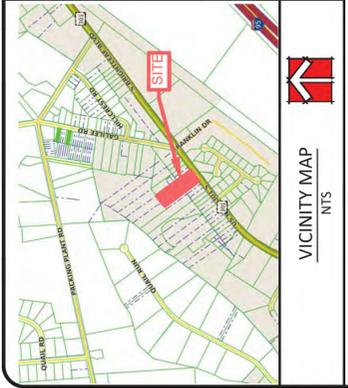

Signature of Owner/Applicant

Will Stephenson
Print Name

10/2/19
Date

FOR OFFICE USE ONLY

File Number: _____ Date submitted: _____ Date received: _____



SITE PLAN

FOR

OAKFIELD TOWNS

IN

TOWN OF SMITHFIELD, JOHNSTON COUNTY, NORTH CAROLINA

DEVELOPER/APPLICANT:
BRIGHTLEAF DEVELOPMENT
PROPERTIES, LLC.
3210 US HWY 70 W
SMITHFIELD, NC 27577
CONTACT/AGENT: TODD STUTTS
919-550-4024

SHEET INDEX

SHEET TITLE	SHEET No.
EXISTING CONDITIONS	C1.01
SITE PLAN & PRELIMINARY PLAT	C2.01
PRELIMINARY UTILITY PLAN	C3.01
PRELIMINARY EROSION CONTROL PLAN - STAGE I	C4.01
PRELIMINARY EROSION CONTROL PLAN - STAGE II	C4.02
PRELIMINARY GRADING & DRAINAGE PLAN	C5.01
PRELIMINARY WATER & FORCEMAIN PLAN & PROFILE	C6.01
PRELIMINARY GRAVITY SEWER PLAN & PROFILE	C6.02
PRELIMINARY LANDSCAPE PLAN	L.1.01
GENERAL DETAILS	DT1.01
EROSION CONTROL DETAILS 1	DT1.02
EROSION CONTROL DETAILS 2	DT1.03
EROSION CONTROL DETAILS 3	DT1.04
EROSION CONTROL DETAILS 4	DT1.05
WATER DETAILS	DT1.06
SANITARY SEWER DETAILS	DT1.07
LANDSCAPE DETAILS	DT1.08
ARCHITECTURAL PLANS 1	A1.01
ARCHITECTURAL PLANS 2	A1.02



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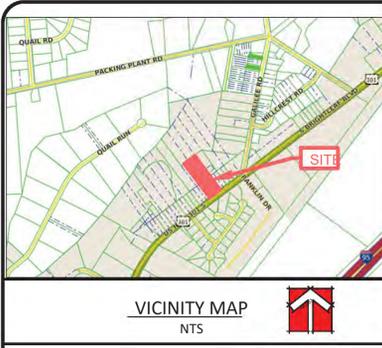
PRELIMINARY

ADAMS & HODGE
ENGINEERING, PC
314 S. MAIN STREET
CLAYTON, NC 27920
919-243-1332 info@adamsandhodge.com
FIRM # C-1187

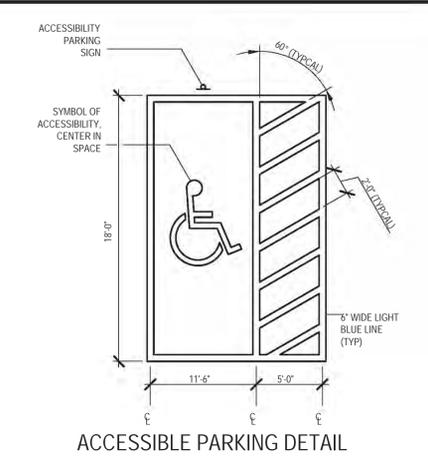
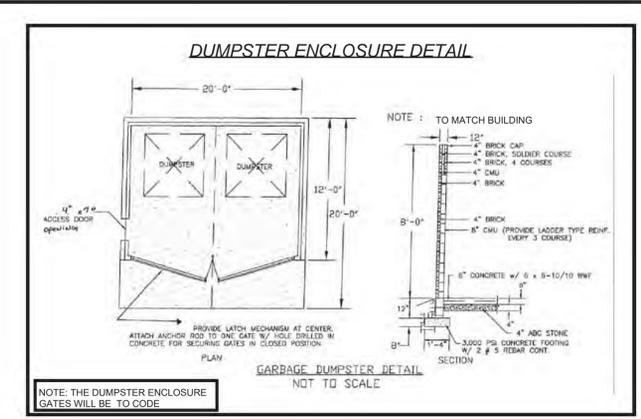
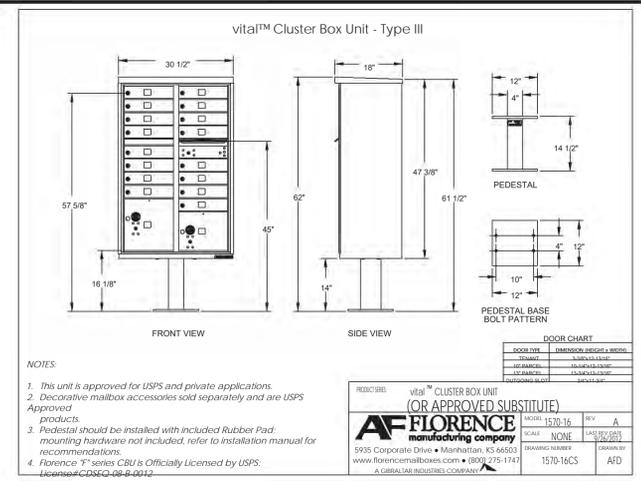
OAKFIELD TOWNS

TOWN OF SMITHFIELD, JOHNSTON COUNTY, NORTH CAROLINA

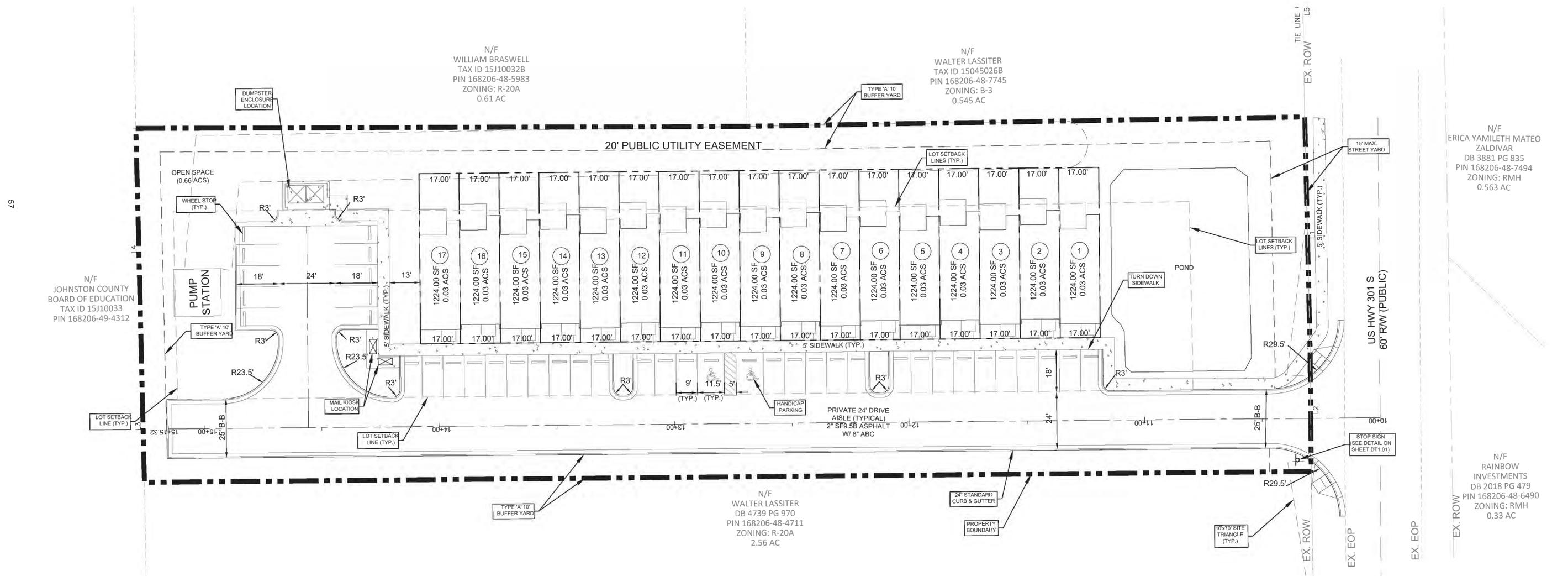
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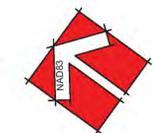
STUTTS/STEPHENSON TOWNHOMES SITE DATA CHART	
PARCEL OWNER	BRIGHTLEAF DEVELOPMENT PARTNERS, LLC
PARCEL OWNER ADDRESS	3210 HWY 70 W, SMITHFIELD, NC 27577
PARCEL IDENTIFICATION/TAG NUMBER	168206-48-5825/15110032D & 168206-48-5714/15110032E
TOTAL PROPERTY SIZE (SF)	74,879.64 SF / 1.72AC
PROPERTY LOCATION	TOWN OF SMITHFIELD / SMITHFIELD TOWNSHIP
EXISTING/PROPOSED ZONING	R-20A / B-3
EXISTING USE	SINGLE FAMILY RESIDENCE
PROPOSED USE	TOWNHOMES
PROPOSED INTENSITY (GROSS FLOOR AREA IN SF)	12,699 SF
PROPOSED BUILDING COVER (PERCENTAGE OF TOTAL SITE)	17%
PROPOSED PERVIOUS AREA (% OF TOTAL SITE)	37,179.47 SF / 50%
PROPOSED IMPERVIOUS AREA (% OF TOTAL SITE)	37,700.17 SF / 50%
MAX IMPERVIOUS AREA	70%
PROPOSED BUILDING (NUMBER OF STORIES & HEIGHT)	2 STORY
ELECTRIC PROVIDER	TOWN OF SMITHFIELD
WATER PROVIDER	TOWN OF SMITHFIELD
SEWER PROVIDER	TOWN OF SMITHFIELD
SITE IS NOT IN THE WATERSUPPLY WATERSHED PROTECTION AREA	



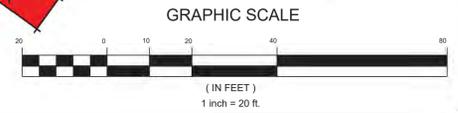
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NOT TO SCALE



SOURCES OF INFORMATION:
 1. EXISTING SURVEY AND EXISTING CONTOURS OF SITE PROVIDED BY TRUE LINE SURVEYING, P.C., 205 W. MAIN STREET, CLAYTON, NC 27520, DATED 8/28/2019.
 2. PARCEL INFORMATION FROM JOHNSTON COUNTY GIS DATED 2018



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PRELIMINARY



314 EAST MAIN STREET
 CLAYTON, NC 27520
 info@adams-hodge.com
 919.224.1333
 FIRM # C-4187

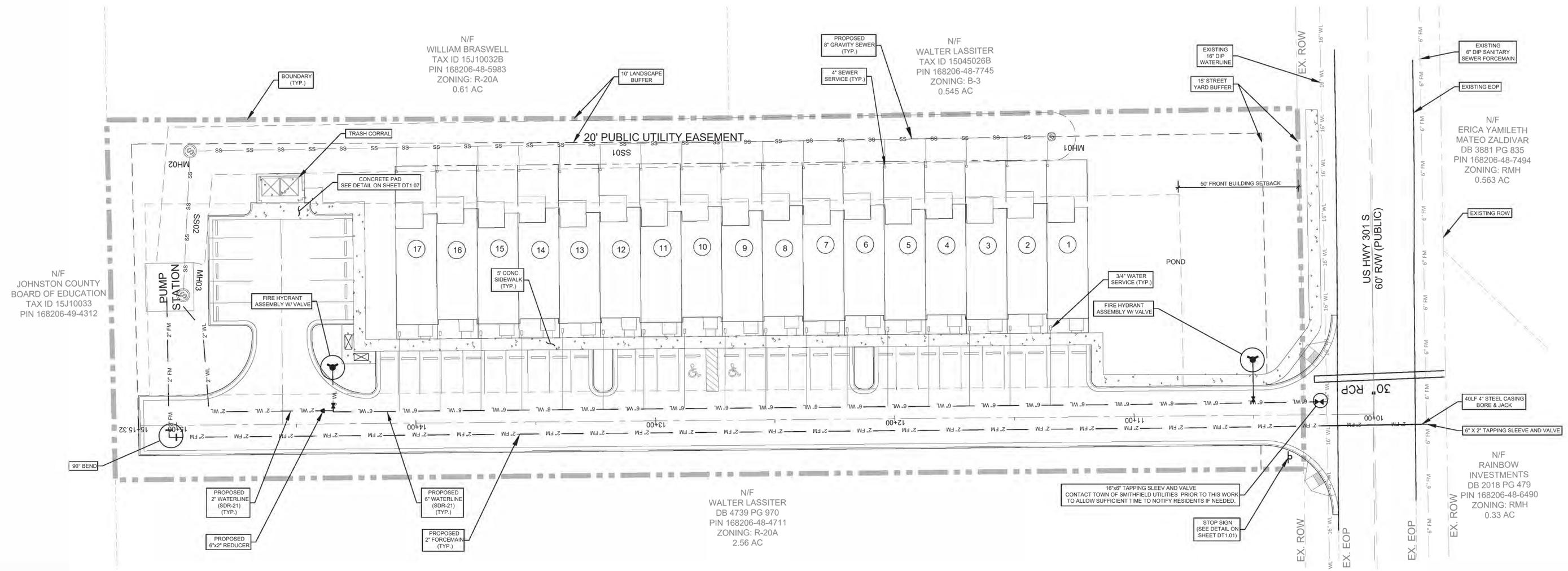
ADAMS & HODGE
 ENGINEERING, PC

TOWN OF SMITHFIELD, JOHNSTON COUNTY, NORTH CAROLINA

OAKFIELD TOWNS
 SITE PLAN &
 PRELIMINARY PLAN

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 VERTICAL SCALE: N/A
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 SHEET: C2.01

LEGEND	
PROPOSED	
W/L	6" WL
BLOWOFF	
HYDRANT	
VALVE	
REDUCER	
METER	
STORM DRAINAGE	



N/F
JOHNSTON COUNTY
BOARD OF EDUCATION
TAX ID 15J10033
PIN 168206-49-4312

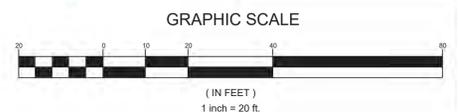
N/F
WILLIAM BRASWELL
TAX ID 15J10032B
PIN 168206-48-5983
ZONING: R-20A
0.61 AC

N/F
WALTER LASSITER
TAX ID 15045026B
PIN 168206-48-7745
ZONING: B-3
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N/F
WALTER LASSITER
DB 4739 PG 970
PIN 168206-48-4711
ZONING: R-20A
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N/F
ERICA YAMILETH
MATEO ZALDIVAR
DB 3881 PG 835
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N/F
RAINBOW
INVESTMENTS
DB 2018 PG 479
PIN 168206-48-6490
ZONING: RMH
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PRELIMINARY

- SOURCES OF INFORMATION:
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 - PARCEL INFORMATION FROM JOHNSTON COUNTY GIS DATED 2018

314 EAST MAIN STREET
CLAYTON, NC 27520
info@ash-engineering.com
919.243.1335
FIRM # C-4187

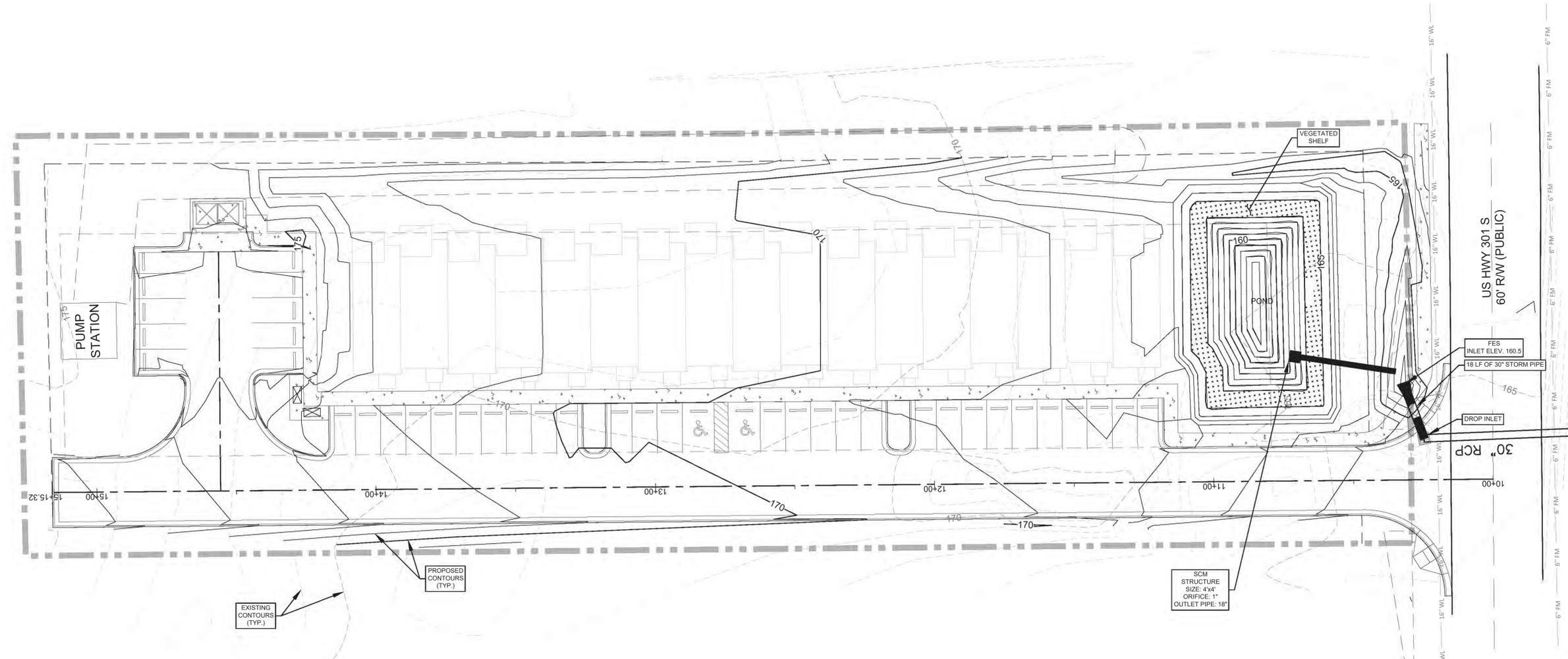
ADAMS & HODGE
ENGINEERING, PC

A&H
OAKFIELD TOWNS
TOWN OF SMITHFIELD, JOHNSTON COUNTY, NORTH CAROLINA

PRELIMINARY
UTILITY PLAN

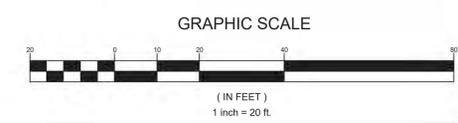
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VERTICAL SCALE: N/A
DATE: 10/04/2019
JOB NO.:
SHEET:

C3.01



LEGEND	
PROPOSED	
W/L	6" W/L
BLOWOFF	Symbol
HYDRANT	Symbol
VALVE	Symbol
REDUCER	Symbol
METER	Symbol
STORM DRAINAGE	Symbol
EXISTING CONTOUR	2.00
PROPOSED CONTOUR	2.20

61



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NOT RELEASED FOR CONSTRUCTION

- SOURCES OF INFORMATION:
- EXISTING SURVEY AND EXISTING CONTOURS OF SITE PROVIDED BY TRUELINE SURVEYING, P.C., 205 W. MAIN STREET, CLAYTON, NC 27520, DATED 8/28/2019.
 - PARCEL INFORMATION FROM JOHNSTON COUNTY GIS DATED 2018

314 EAST MAIN STREET
CLAYTON, NC 27520
info@ash-engineering.com
919.243.1339
FIRM # C-4187

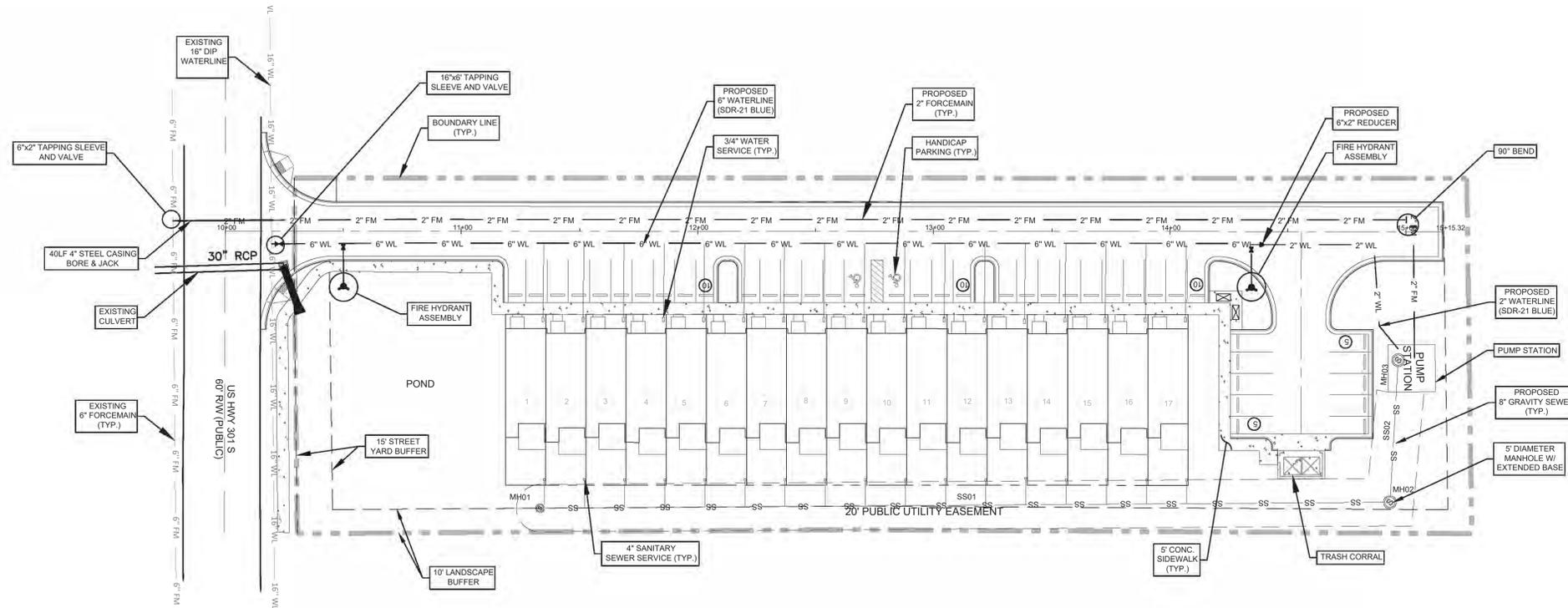
ASH **ADAMS & HODGE** ENGINEERING, PC

OAKFIELD TOWNS
TOWN OF SMITHFIELD, JOHNSTON COUNTY, NORTH CAROLINA

PRELIMINARY GRADING
& DRAINAGE PLAN

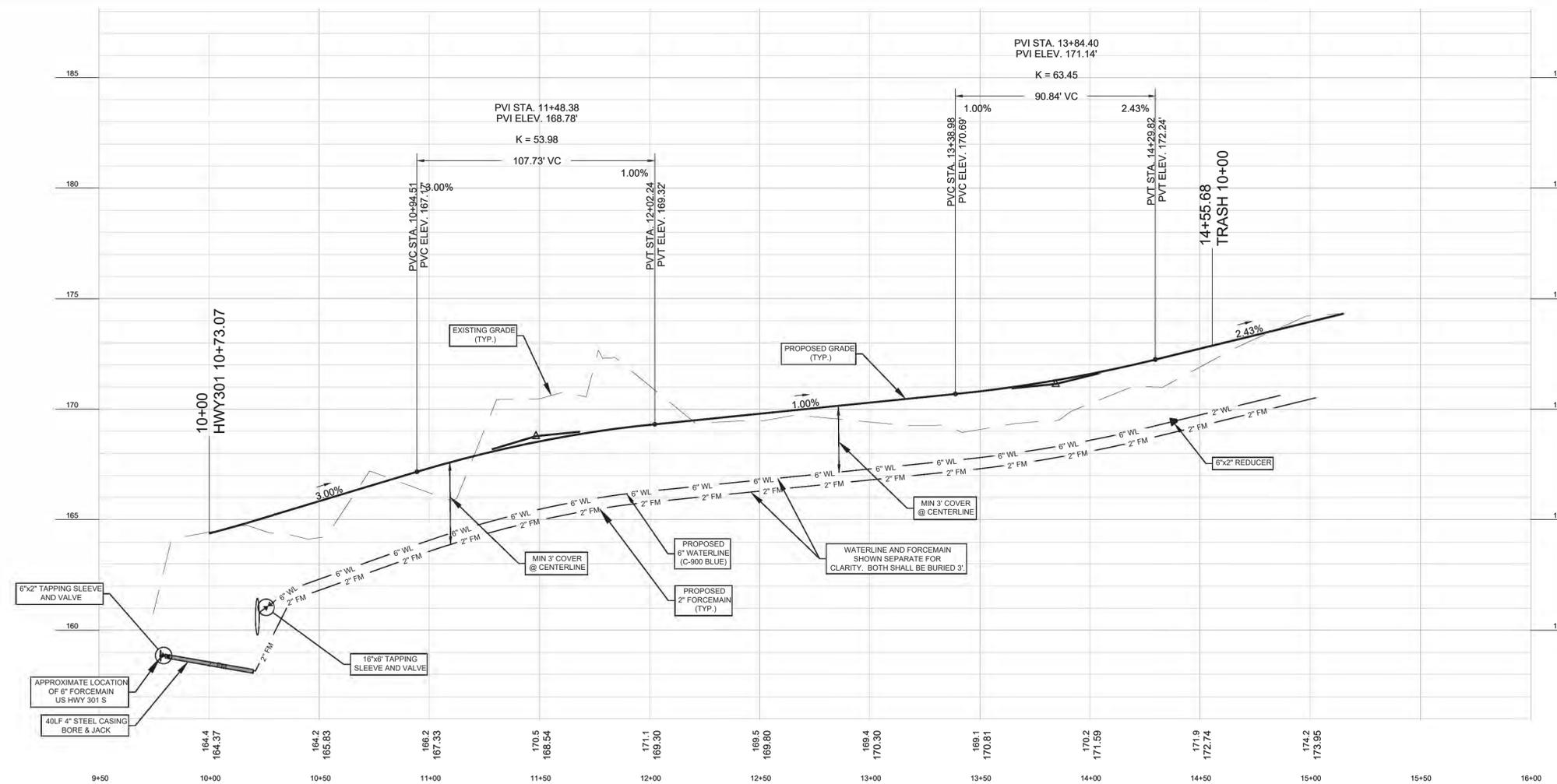
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VERTICAL SCALE	N/A
DATE	10/04/2019
JOB NO.	
SHEET	

C5.01



LEGEND	
PROPOSED	
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6" WL	6" WL
BLOWOFF	
HYDRANT	
VALVE	
REDUCER	
METER	
STORM DRAINAGE	
2" FORCEMAIN	2" FM
SANITARY SEWER	SS

PLAN: WATER & FORCEMAIN

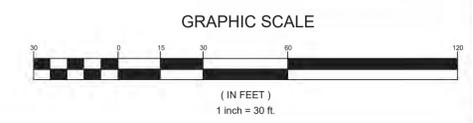


PROFILE: WATER & FORCEMAIN

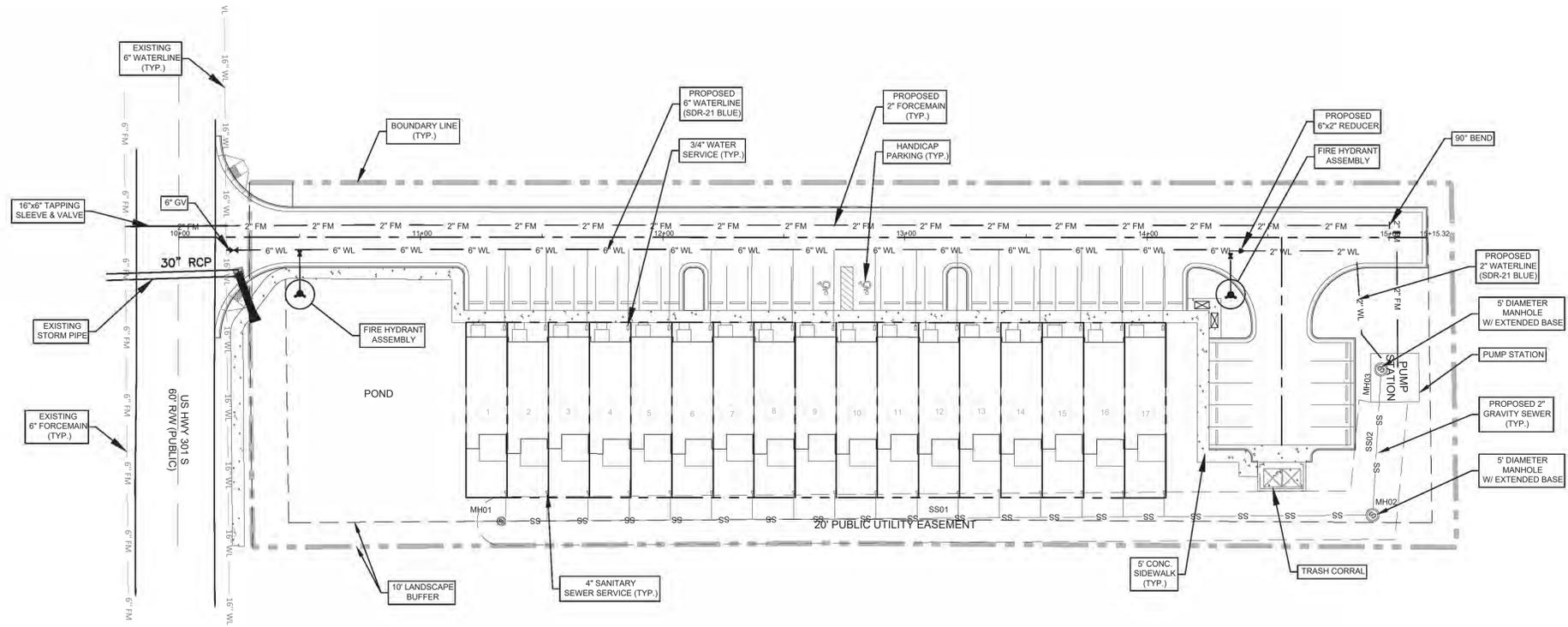
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3:21 pm, Oct 04, 2019

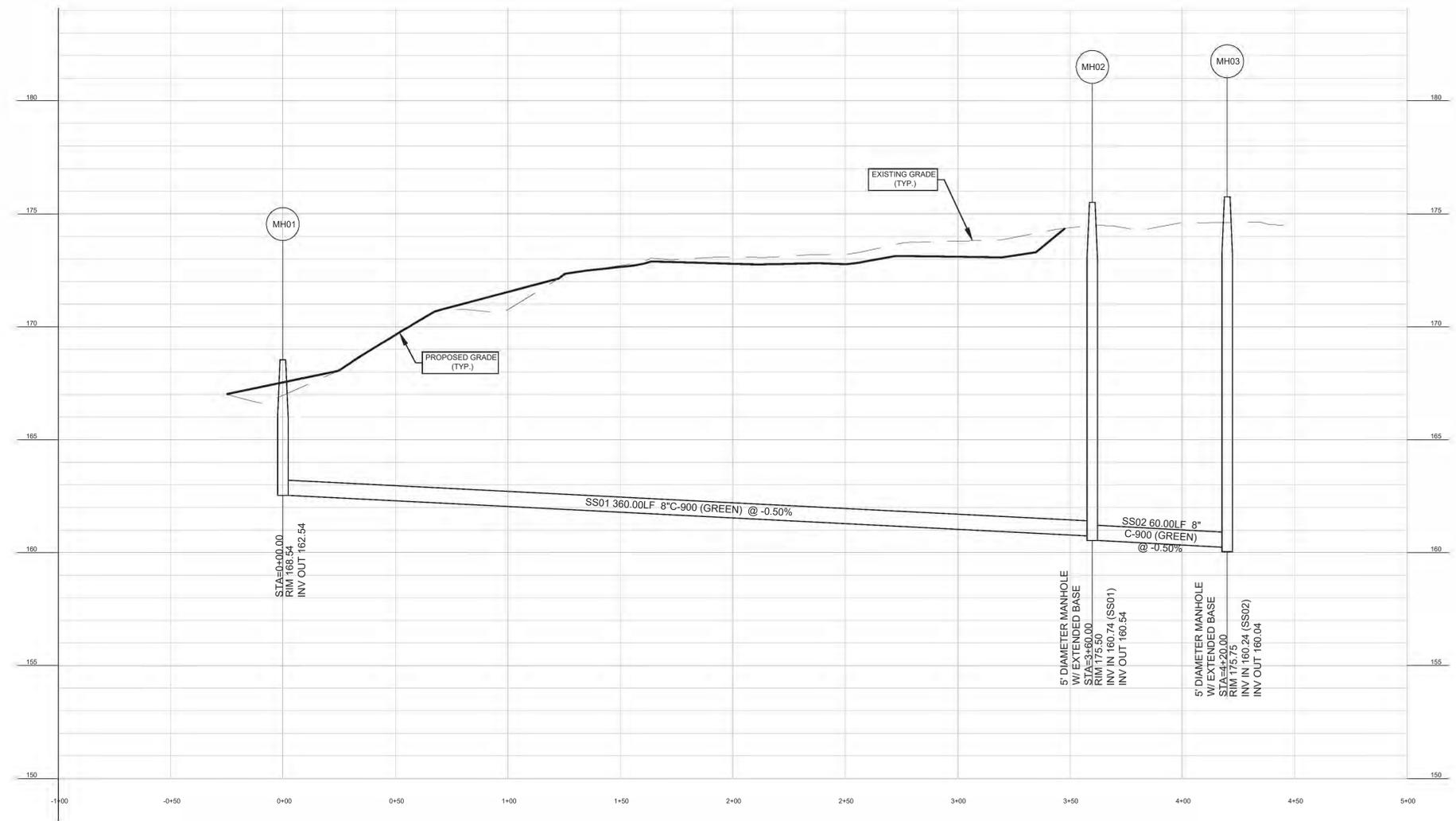


62



LEGEND	
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6" WL	— 6" WL —
BLOWOFF	
HYDRANT	
VALVE	
REDUCER	
METER	
STORM DRAINAGE	
2" FORCEMAIN	— 2" FM —
SANITARY SEWER	— SS —

PLAN: SANITARY SEWER

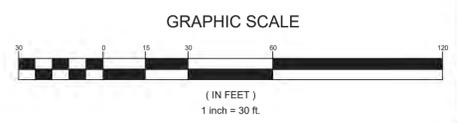


PROFILE: SANITARY SEWER



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CONSTRUCTION



63

314 EAST MAIN STREET
CLAYTON, NC 27520
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ASH **ADAMS & HODGE**
ENGINEERING, PC

OAKFIELD TOWNS
TOWN OF SMITHFIELD, JOHNSTON COUNTY, NORTH CAROLINA

PRELIMINARY
GRAVITY SEWER
PLAN & PROFILE

DESIGN: KCB
DRAWN: KCB
CHECKED: AMH
HORIZONTAL SCALE: SEE GRAPHIC SCALE
VERTICAL SCALE: 1"=4'
DATE: 10/04/2019
JOB NO.:
SHEET:

C6.02

SEEDBED PREPARATION

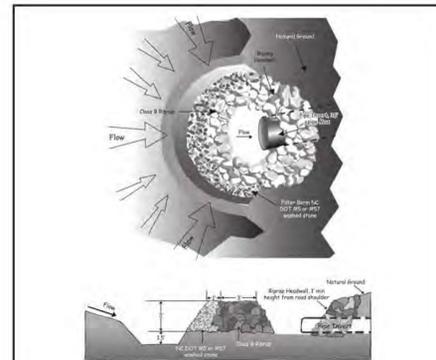
1. CHISEL COMPACTED AREAS AND SPREAD TOPSOIL 3 INCHES DEEP OVER ADVERSE SOIL CONDITIONS, IF AVAILABLE.
2. RIP THE ENTIRE AREA TO 6 INCH DEPTH.
3. REMOVE ALL LOOSE ROCK, ROOTS, AND OTHER OBSTRUCTIONS LEAVING SURFACE REASONABLY SMOOTH AND UNIFORM.
4. APPLY AGRICULTURAL LIME, FERTILIZER, AND SUPERPHOSPHATE UNIFORMLY AND MIX WITH SOIL (SEE BELOW).
5. CONTINUE TILLAGE UNTIL A WELL-PULVERIZED, FIRM, REASONABLY UNIFORM SEEDBED IS PREPARED 4 TO 6 INCHES DEEP.
6. SEED (150 LBS/ACRE) ON A FRESHLY PREPARED SEEDBED AND COVER SEED LIGHTLY WITH SEEDING EQUIPMENT OR CULTIPACK AFTER SEEDING.
7. MULCH IMMEDIATELY AFTER SEEDING AND ANCHOR MULCH.
8. INSPECT ALL SEEDED AREAS AND MAKE NECESSARY REPAIRS OR RESEEDINGS WITHIN THE PLANTING SEASON, IF POSSIBLE. IF STAND IS OVER 80% DAMAGED, RE-ESTABLISH FOLLOWING ORIGINAL LIME, FERTILIZER AND SEEDING RATES.
9. CONSULT CONSERVATION INSPECTOR ON MAINTENANCE TREATMENT AND FERTILIZATION AFTER PERMANENT COVER IS ESTABLISHED.

SOIL PREPARATION

- * AGRICULTURAL LIMESTONE - 2 TONS/ACRE (3 TONS IN CLAY SOIL)
- * FERTILIZER - 1,000 LBS/ACRE - 10/10/10
- * SUPERPHOSPHATE - 500 LBS/ACRE - 20% ANALYSIS
- * MULCH - 2 TONS/ACRE - SMALL GRAIN STRAW
- * ANCHOR - ASPHALT EMULSION @ 400 GALS/ACRE

SEEDING SPECIFICATIONS

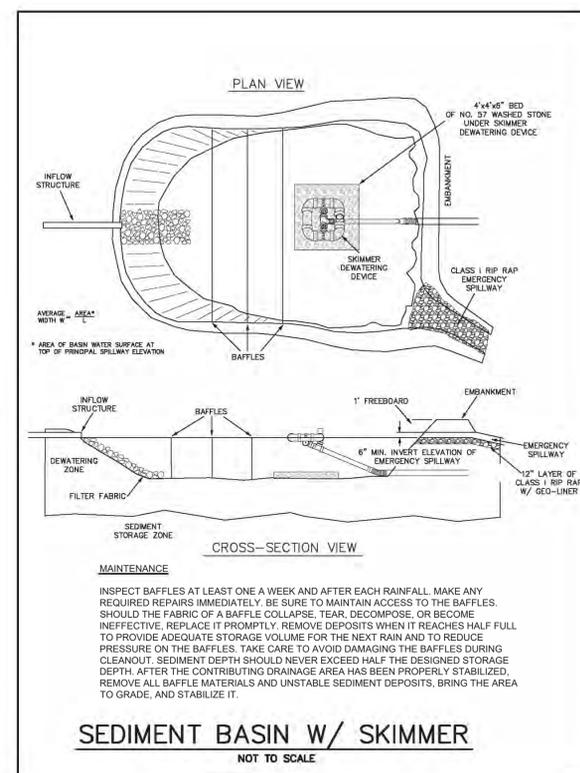
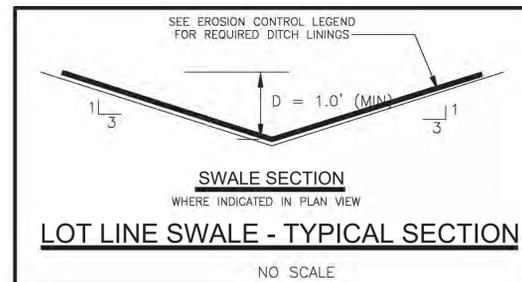
1. TEMPORARY SEEDING
SEE TABLES BELOW.
2. PERMANENT SEEDING
* TALL FESCUE - 100 LBS/ACRE
* SERICEA LESPEDEZA - 15 LBS/ACRE



MAINTENANCE
INSPECT WIRE AND WASHED STONE INLETS AT LEAST ONCE A WEEK AND AFTER EACH RAINFALL. MAKE ANY REQUIRED REPAIRS IMMEDIATELY. REMOVE SEDIMENT DEPOSITS AS NECESSARY TO PROVIDE ADEQUATE STORAGE VOLUME (APPROX 50% OUTLET COVERAGE) FOR THE NEXT RAIN AND TO REDUCE PRESSURE ON THE FENCE. TAKE CARE TO AVOID UNDERMINING THE INLET DURING CLEANOUT. REMOVE ALL FENCING MATERIALS AND UNSTABLE SEDIMENT DEPOSITS AND BRING THE AREA TO GRADE AND STABILIZE IT AFTER THE CONTRIBUTING DRAINAGE AREA HAS BEEN PROPERLY STABILIZED.

ARC INLET PROTECTION

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SEDIMENT BASIN W/ SKIMMER

NOT TO SCALE

Table 6.10a
Temporary Seeding Recommendations for Late Winter and Early Spring

Seeding mixture Species	Rate (lb/acre)
Rye (grain)	120
Annual lespedeza (Kobe in Piedmont and Coastal Plain, Korean in Mountains)	50

Omit annual lespedeza when duration of temporary cover is not to extend beyond June.

Seeding dates
Mountains—Above 2500 feet: Feb. 15 - May 15
Below 2500 feet: Feb. 1 - May 1
Piedmont—Jan. 1 - May 1
Coastal Plain—Dec. 1 - Apr. 15

Soil amendments
Follow recommendations of soil tests or apply 2,000 lb/acre ground agricultural limestone and 750 lb/acre 10-10-10 fertilizer.

Mulch
Apply 4,000 lb/acre straw. Anchor straw by tacking with asphalt, netting, or a mulch anchoring tool. A disk with blades set nearly straight can be used as a mulch anchoring tool. **APPLY ASPHALT TACK AT A RATE OF 400 GALLONS PER ACRE.**

Maintenance
Refertilize if growth is not fully adequate. Reseed, refertilize and mulch immediately following erosion or other damage.

Table 6.10b
Temporary Seeding Recommendations for Summer

Seeding mixture Species	Rate (lb/acre)
German millet	40

In the Piedmont and Mountains, a small-stemmed Sudangrass may be substituted at a rate of 50 lb/acre.

Seeding dates
Mountains—May 15 - Aug. 15
Piedmont—May 1 - Aug. 15
Coastal Plain—Apr. 15 - Aug. 15

Soil amendments
Follow recommendations of soil tests or apply 2,000 lb/acre ground agricultural limestone and 750 lb/acre 10-10-10 fertilizer.

Mulch
Apply 4,000 lb/acre straw. Anchor straw by tacking with asphalt, netting, or a mulch anchoring tool. A disk with blades set nearly straight can be used as a mulch anchoring tool. **APPLY ASPHALT TACK AT A RATE OF 400 GALLONS PER ACRE.**

Maintenance
Refertilize if growth is not fully adequate. Reseed, refertilize and mulch immediately following erosion or other damage.

Table 6.10c
Temporary Seeding Recommendations for Fall

Seeding mixture Species	Rate (lb/acre)
Rye (grain)	120

Seeding dates
Mountains—Aug. 15 - Dec. 15
Coastal Plain and Piedmont—Aug. 15 - Dec. 30

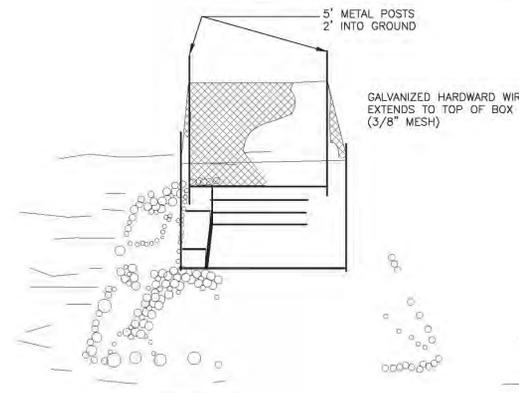
Soil amendments
Follow soil tests or apply 2,000 lb/acre ground agricultural limestone and 1,000 lb/acre 10-10-10 fertilizer.

Mulch
Apply 4,000 lb/acre straw. Anchor straw by tacking with asphalt, netting, or a mulch anchoring tool. A disk with blades set nearly straight can be used as a mulch anchoring tool. **APPLY ASPHALT TACK AT A RATE OF 400 GALLONS PER ACRE.**

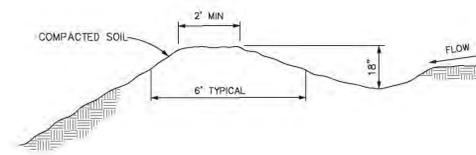
Maintenance
Repair and refertilize damaged areas immediately. Topdress with 50 lb/acre of nitrogen in March. If it is necessary to extent temporary cover beyond June 15, overseed with 50 lb/acre Kobe (Piedmont and Coastal Plain) or Korean (Mountains) lespedeza in late February or early March.

EROSION CONTROL SEQUENCE OF CONSTRUCTION

1. OBTAIN GRADING PERMIT.
2. THIS PROJECT IS DIVIDED INTO TWO STAGES. STAGE 1 EROSION CONTROL - CLEARING & GRUBBING SITE. STAGE 2 EROSION CONTROL - SITE GRADING AND CONSTRUCTION.
3. BEFORE BEGINNING ANY LAND DISTURBING ACTIVITY THE CONTRACTOR SHALL CONTACT NCDEQ TO SET UP AND ATTEND A PRE-CONSTRUCTION MEETING.
4. BEGIN STAGE 1 EROSION CONTROL.
5. INSTALL TEMPORARY GRAVEL CONSTRUCTION ENTRANCE, SILT FENCING, INLET PROTECTION, TEMPORARY DIVERSIONS, CLEAN WATER DIVERSIONS, TREE PROTECTION FENCING, WIRE & WASHED STONE OUTLETS IN SILT FENCE, INSTALL SKIMMER BASINS AND TEMPORARY SLOPE DRAIN TO SKIMMER BASINS AS SHOWN ON THE APPROVED PLAN. CLEAR ONLY AS NECESSARY TO INSTALL THESE DEVICES.
6. WET POND IS CURRENTLY BEING UTILIZED AS SKIMMER BASIN AND SHALL REMAIN SO DURING CONSTRUCTION AND GRADING SHALL BE FINISHED AND CONVERTED TO WET POND AFTER 75% OF UPSTREAM CONSTRUCTION IS COMPLETE.
7. CALL NCDEQ FOR ON SITE INSPECTION AND CERTIFICATE OF COMPLIANCE. (SEE NOTE #3 ABOVE)
7. BEGIN STAGE 2 EROSION CONTROL.
8. BEGIN TO CLEAR AND GRUB SITE. DURING THE INITIAL CLEARING AND ROUGH GRADING STAGE, ENSURE THAT STORMWATER IS ROUTED TO EXISTING BASINS UNTIL THE PROPOSED DRAINAGE PATTERNS ARE ESTABLISHED. MAINTAIN DEVICES AS NEEDED.
9. GROUND COVER MUST BE APPLIED TO DISTURBED AREAS ACCORDING TO THE "GROUND STABILIZATION" TABLE OR EC DETAIL SHEET DT1.04 (PER THE NEW STORMWATER RULES). STABILIZE SITE AS AREAS ARE BROUGHT UP TO GRADE WITH VEGETATION, PAVING, DITCH LININGS, ETC.
10. WHEN MATERIAL IN CONCRETE WASHOUT REACHES APPROXIMATE HEIGHT OF THE HAY BALES, CONTRACTOR SHALL REMOVE MATERIAL FROM CONCRETE WASHOUT AND DISPOSE OF IT AT AN APPROVED LANDFILL. CONCRETE WASHOUT SHALL THEN BE RESTORED TO CONDITIONS PER DETAIL DT1.03.
11. CONTRACTOR SHALL USE THE SELF-INSPECTION PROGRAM AS DETAILED ON SHEET DT1.05 ON A WEEKLY BASIS.
12. WHEN CONSTRUCTION IS COMPLETE, AND ALL AREAS ARE PERMANENTLY STABILIZED COMPLETELY WITH THICK VEGETATION, CALL FOR INSPECTION (SEE NOTE #3 ABOVE).
13. IF SITE IS APPROVED, REMOVE SILT FENCING, REMOVE TEMPORARY DIVERSIONS, THEN SEED & MULCH OR PAVE ANY RESULTING BARE AREAS. ALL REMAINING PERMANENT EROSION CONTROL DEVICES SUCH AS VELOCITY DISSIPATORS SHOULD BE INSTALLED NOW. REMOVE ANY ACCUMULATED SILT FROM WET POND AND COMPLETE ANY FINAL GRADING, PLANTING, ETC. TO BRING POND TO DESIGN SPECIFICATIONS.
14. WHEN THICK VEGETATION HAS BECOME PERMANENTLY ESTABLISHED, CALL FOR FINAL SITE INSPECTION (SEE NOTE #3 ABOVE).



INLET TEMPORARY PROTECTION



TEMPORARY DIVERSIONS

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ADAMS & HODGE
ENGINEERING, PC

OAKFIELD TOWNS
TOWN OF SMITHFIELD, JOHNSTON COUNTY, NORTH CAROLINA

EROSION CONTROL
DETAILS 1

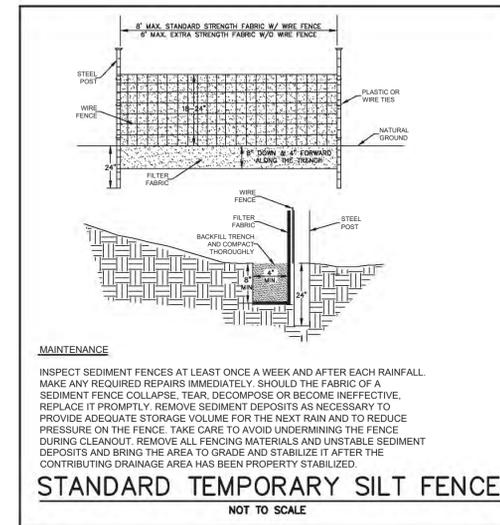
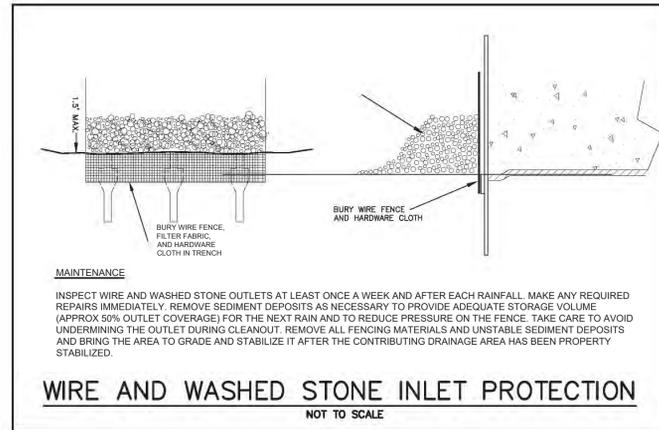
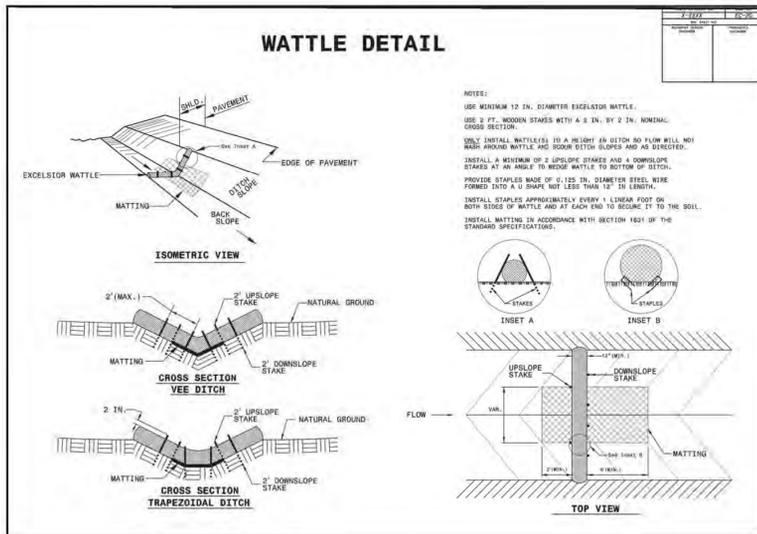
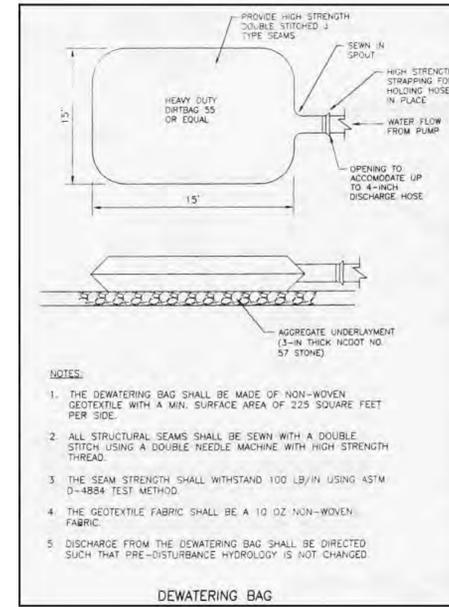
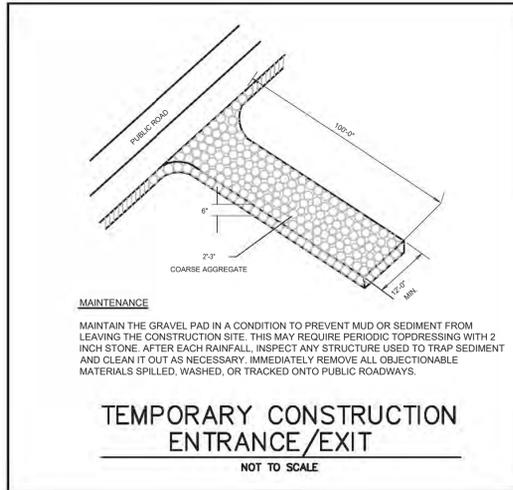
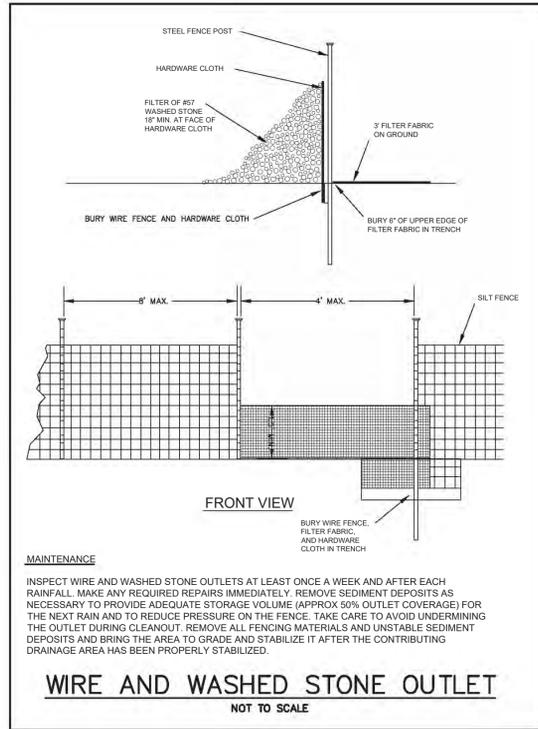
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GROUND STABILIZATION AND MATERIALS HANDLING PRACTICES FOR COMPLIANCE WITH THE NCG01 CONSTRUCTION GENERAL PERMIT

Implementing the details and specifications on this plan sheet will result in the construction activity being considered compliant with the Ground Stabilization and Materials Handling sections of the NCG01 Construction General Permit (Sections E and F, respectively). The permittee shall comply with the Erosion and Sediment Control plan approved by the delegated authority having jurisdiction. All details and specifications shown on this sheet may not apply depending on site conditions and the delegated authority having jurisdiction.

SECTION E: GROUND STABILIZATION

Required Ground Stabilization Timeframes		
Site Area Description	Stabilize within this many calendar days after ceasing land disturbance	Timeframe variations
(a) Perimeter dikes, swales, ditches, and perimeter slopes	7	None
(b) High Quality Water (HQW) Zones	7	None
(c) Slopes steeper than 3:1	7	If slopes are 10' or less in length and are not steeper than 2:1, 14 days are allowed
(d) Slopes 3:1 to 4:1	14	-7 days for slopes greater than 50' in length and with slopes steeper than 4:1 -7 days for perimeter dikes, swales, ditches, perimeter slopes and HQW Zones -10 days for Falls Lake Watershed
(e) Areas with slopes flatter than 4:1	14	-7 days for perimeter dikes, swales, ditches, perimeter slopes and HQW Zones -10 days for Falls Lake Watershed unless there is zero slope

Note: After the permanent cessation of construction activities, any areas with temporary ground stabilization shall be converted to permanent ground stabilization as soon as practicable but in no case longer than 90 calendar days after the last land disturbing activity. Temporary ground stabilization shall be maintained in a manner to render the surface stable against accelerated erosion until permanent ground stabilization is achieved.

GROUND STABILIZATION SPECIFICATION

Stabilize the ground sufficiently so that rain will not dislodge the soil. Use one of the techniques in the table below:

Temporary Stabilization	Permanent Stabilization
<ul style="list-style-type: none"> Temporary grass seed covered with straw or other mulches and tackifiers Hydroseeding Rolled erosion control products with or without temporary grass seed Appropriately applied straw or other mulch Plastic sheeting 	<ul style="list-style-type: none"> Permanent grass seed covered with straw or other mulches and tackifiers Geotextile fabrics such as permanent soil reinforcement matting Hydroseeding Shrubs or other permanent plantings covered with mulch Uniform and evenly distributed ground cover sufficient to restrain erosion Structural methods such as concrete, asphalt or retaining walls Rolled erosion control products with grass seed

POLYACRYLAMIDES (PAMS) AND FLOCCULANTS

- Select flocculants that are appropriate for the soils being exposed during construction, selecting from the *NC DWR List of Approved PAMS/Flocculants*.
- Apply flocculants at or before the inlets to Erosion and Sediment Control Measures.
- Apply flocculants at the concentrations specified in the *NC DWR List of Approved PAMS/Flocculants* and in accordance with the manufacturer's instructions.
- Provide ponding area for containment of treated Stormwater before discharging offsite.
- Store flocculants in leak-proof containers that are kept under storm-resistant cover or surrounded by secondary containment structures.

EQUIPMENT AND VEHICLE MAINTENANCE

- Maintain vehicles and equipment to prevent discharge of fluids.
- Provide drip pans under any stored equipment.
- Identify leaks and repair as soon as feasible, or remove leaking equipment from the project.
- Collect all spent fluids, store in separate containers and properly dispose as hazardous waste (recycle when possible).
- Remove leaking vehicles and construction equipment from service until the problem has been corrected.
- Bring used fuels, lubricants, coolants, hydraulic fluids and other petroleum products to a recycling or disposal center that handles these materials.

LITTER, BUILDING MATERIAL AND LAND CLEARING WASTE

- Never bury or burn waste. Place litter and debris in approved waste containers.
- Provide a sufficient number and size of waste containers (e.g dumpster, trash receptacle) on site to contain construction and domestic wastes.
- Locate waste containers at least 50 feet away from storm drain inlets and surface waters unless no other alternatives are reasonably available.
- Locate waste containers on areas that do not receive substantial amounts of runoff from upland areas and does not drain directly to a storm drain, stream or wetland.
- Cover waste containers at the end of each workday and before storm events or provide secondary containment. Repair or replace damaged waste containers.
- Anchor all lightweight items in waste containers during times of high winds.
- Empty waste containers as needed to prevent overflow. Clean up immediately if containers overflow.
- Dispose waste off-site at an approved disposal facility.
- On business days, clean up and dispose of waste in designated waste containers.

PAINT AND OTHER LIQUID WASTE

- Do not dump paint and other liquid waste into storm drains, streams or wetlands.
- Locate paint washouts at least 50 feet away from storm drain inlets and surface waters unless no other alternatives are reasonably available.
- Contain liquid wastes in a controlled area.
- Containment must be labeled, sized and placed appropriately for the needs of site.
- Prevent the discharge of soaps, solvents, detergents and other liquid wastes from construction sites.

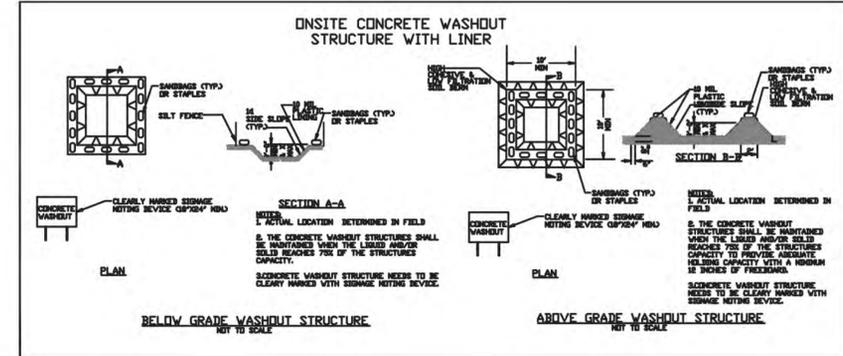
PORTABLE TOILETS

- Install portable toilets on level ground, at least 50 feet away from storm drains, streams or wetlands unless there is no alternative reasonably available. If 50 foot offset is not attainable, provide relocation of portable toilet behind silt fence or place on a gravel pad and surround with sand bags.
- Provide staking or anchoring of portable toilets during periods of high winds or in high foot traffic areas.
- Monitor portable toilets for leaking and properly dispose of any leaked material. Utilize a licensed sanitary waste hauler to remove leaking portable toilets and replace with properly operating unit.

EARTHEN STOCKPILE MANAGEMENT

- Show stockpile locations on plans. Locate earthen-material stockpile areas at least 50 feet away from storm drain inlets, sediment basins, perimeter sediment controls and surface waters unless it can be shown no other alternatives are reasonably available.
- Protect stockpile with silt fence installed along toe of slope with a minimum offset of five feet from the toe of stockpile.
- Provide stable stone access point when feasible.
- Stabilize stockpile within the timeframes provided on this sheet and in accordance with the approved plan and any additional requirements. Soil stabilization is defined as vegetative, physical or chemical coverage techniques that will restrain accelerated erosion on disturbed soils for temporary or permanent control needs.

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CONCRETE WASHOUTS

- Do not discharge concrete or cement slurry from the site.
- Dispose of, or recycle settled, hardened concrete residue in accordance with local and state solid waste regulations and at an approved facility.
- Manage washout from mortar mixers in accordance with the above item and in addition place the mixer and associated materials on impervious barrier and within lot perimeter silt fence.
- Install temporary concrete washouts per local requirements, where applicable. If an alternate method or product is to be used, contact your approval authority for review and approval. If local standard details are not available, use one of the two types of temporary concrete washouts provided on this detail.
- Do not use concrete washouts for dewatering or storing defective curb or sidewalk sections. Stormwater accumulated within the washout may not be pumped into or discharged to the storm drain system or receiving surface waters. Liquid waste must be pumped out and removed from project.
- Locate washouts at least 50 feet from storm drain inlets and surface waters unless it can be shown that no other alternatives are reasonably available. At a minimum, install protection of storm drain inlet(s) closest to the washout which could receive spills or overflow.
- Locate washouts in an easily accessible area, on level ground and install a stone entrance pad in front of the washout. Additional controls may be required by the approving authority.
- Install at least one sign directing concrete trucks to the washout within the project limits. Post signage on the washout itself to identify this location.
- Remove leavings from the washout when at approximately 75% capacity to limit overflow events. Replace the tarp, sand bags or other temporary structural components when no longer functional. When utilizing alternative or proprietary products, follow manufacturer's instructions.
- At the completion of the concrete work, remove remaining leavings and dispose of in an approved disposal facility. Fill pit, if applicable, and stabilize any disturbance caused by removal of washout.

HERBICIDES, PESTICIDES AND RODENTICIDES

- Store and apply herbicides, pesticides and rodenticides in accordance with label restrictions.
- Store herbicides, pesticides and rodenticides in their original containers with the label, which lists directions for use, ingredients and first aid steps in case of accidental poisoning.
- Do not store herbicides, pesticides and rodenticides in areas where flooding is possible or where they may spill or leak into wells, stormwater drains, ground water or surface water. If a spill occurs, clean area immediately.
- Do not stockpile these materials onsite.

HAZARDOUS AND TOXIC WASTE

- Create designated hazardous waste collection areas on-site.
- Place hazardous waste containers under cover or in secondary containment.
- Do not store hazardous chemicals, drums or bagged materials directly on the ground.

**PART III
SELF-INSPECTION, RECORDKEEPING AND REPORTING**

SECTION A: SELF-INSPECTION

Self-inspections are required during normal business hours in accordance with the table below. When adverse weather or site conditions would cause the safety of the inspection personnel to be in jeopardy, the inspection may be delayed until the next business day on which it is safe to perform the inspection. In addition, when a storm event of equal to or greater than 1.0 inch occurs outside of normal business hours, the self-inspection shall be performed upon the commencement of the next business day. Any time when inspections were delayed shall be noted in the Inspection Record.

Inspect	Frequency (during normal business hours)	Inspection records must include:
(1) Rain gauge maintained in good working order	Daily	Daily rainfall amounts. If no daily rain gauge observations are made during weekend or holiday periods, and no individual-day rainfall information is available, record the cumulative rain measurement for those unattended days (and this will determine if a site inspection is needed). Days on which no rainfall occurred shall be recorded as "zero." The permittee may use another rain-monitoring device approved by the Division.
(2) E&SC Measures	At least once per 7 calendar days and within 24 hours of a rain event \geq 1.0 inch in 24 hours	1. Identification of the measures inspected, 2. Date and time of the inspection, 3. Name of the person performing the inspection, 4. Indication of whether the measures were operating properly, 5. Description of maintenance needs for the measure, 6. Description, evidence, and date of corrective actions taken.
(3) Stormwater discharge outfalls (SDOs)	At least once per 7 calendar days and within 24 hours of a rain event \geq 1.0 inch in 24 hours	1. Identification of the discharge outfalls inspected, 2. Date and time of the inspection, 3. Name of the person performing the inspection, 4. Evidence of indicators of stormwater pollution such as oil sheen, floating or suspended solids or discoloration, 5. Indication of visible sediment leaving the site, 6. Description, evidence, and date of corrective actions taken.
(4) Perimeter of site	At least once per 7 calendar days and within 24 hours of a rain event \geq 1.0 inch in 24 hours	If visible sedimentation is found outside site limits, then a record of the following shall be made: 1. Actions taken to clean up or stabilize the sediment that has left the site limits, 2. Description, evidence, and date of corrective actions taken, and 3. An explanation as to the actions taken to control future releases.
(5) Streams or wetlands onsite or offsite (where accessible)	At least once per 7 calendar days and within 24 hours of a rain event \geq 1.0 inch in 24 hours	If the stream or wetland has increased visible sedimentation or a stream has visible increased turbidity from the construction activity, then a record of the following shall be made: 1. Description, evidence and date of corrective actions taken, and 2. Records of the required reports to the appropriate Division Regional Office per Part III, Section C, Item (2)(a) of this permit of this permit.
(6) Ground stabilization measures	After each phase of grading	1. The phase of grading (installation of perimeter E&SC measures, clearing and grubbing, installation of storm drainage facilities, completion of all land-disturbing activity, construction or redevelopment, permanent ground cover). 2. Documentation that the required ground stabilization measures have been provided within the required timeframe or an assurance that they will be provided as soon as possible.

NOTE: The rain inspection resets the required 7 calendar day inspection requirement.

**PART III
SELF-INSPECTION, RECORDKEEPING AND REPORTING**

SECTION B: RECORDKEEPING

1. E&SC Plan Documentation

The approved E&SC plan as well as any approved deviation shall be kept on the site. The approved E&SC plan must be kept up-to-date throughout the coverage under this permit. The following items pertaining to the E&SC plan shall be documented in the manner described:

Item to Document	Documentation Requirements
(a) Each E&SC Measure has been installed and does not significantly deviate from the locations, dimensions and relative elevations shown on the approved E&SC Plan.	Initial and date each E&SC Measure on a copy of the approved E&SC Plan or complete, date and sign an inspection report that lists each E&SC Measure shown on the approved E&SC Plan. This documentation is required upon the initial installation of the E&SC Measures or if the E&SC Measures are modified after initial installation.
(b) A phase of grading has been completed.	Initial and date a copy of the approved E&SC Plan or complete, date and sign an inspection report to indicate completion of the construction phase.
(c) Ground cover is located and installed in accordance with the approved E&SC Plan.	Initial and date a copy of the approved E&SC Plan or complete, date and sign an inspection report to indicate compliance with approved ground cover specifications.
(d) The maintenance and repair requirements for all E&SC Measures have been performed.	Complete, date and sign an inspection report.
(e) Corrective actions have been taken to E&SC Measures.	Initial and date a copy of the approved E&SC Plan or complete, date and sign an inspection report to indicate the completion of the corrective action.

2. Additional Documentation

In addition to the E&SC Plan documents above, the following items shall be kept on the site and available for agency inspectors at all times during normal business hours, unless the Division provides a site-specific exemption based on unique site conditions that make this requirement not practical:

- (a) This general permit as well as the certificate of coverage, after it is received.
- (b) Records of inspections made during the previous 30 days. The permittee shall record the required observations on the Inspection Record Form provided by the Division or a similar inspection form that includes all the required elements. Use of electronically-available records in lieu of the required paper copies will be allowed if shown to provide equal access and utility as the hard-copy records.
- (c) All data used to complete the Notice of Intent and older inspection records shall be maintained for a period of three years after project completion and made available upon request. [40 CFR 122.41]

**PART III
SELF-INSPECTION, RECORDKEEPING AND REPORTING**

SECTION C: REPORTING

1. Occurrences that must be reported

Permittees shall report the following occurrences:

- (a) Visible sediment deposition in a stream or wetland.
- (b) Oil spills if:
 - They are 25 gallons or more,
 - They are less than 25 gallons but cannot be cleaned up within 24 hours,
 - They cause sheen on surface waters (regardless of volume), or
 - They are within 100 feet of surface waters (regardless of volume).
- (a) Releases of hazardous substances in excess of reportable quantities under Section 311 of the Clean Water Act (Ref: 40 CFR 110.3 and 40 CFR 117.3) or Section 102 of CERCLA (Ref: 40 CFR 302.4) or G.S. 143-215.85.
- (b) Anticipated bypasses and unanticipated bypasses.
- (c) Noncompliance with the conditions of this permit that may endanger health or the environment.

2. Reporting Timeframes and Other Requirements

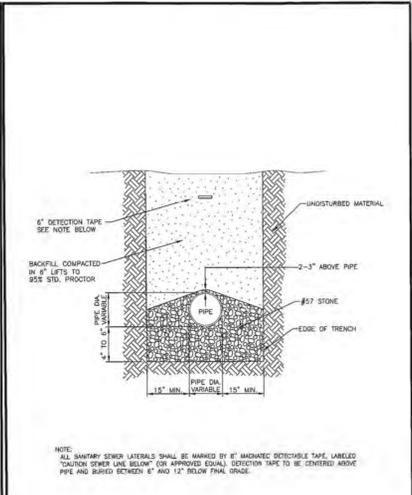
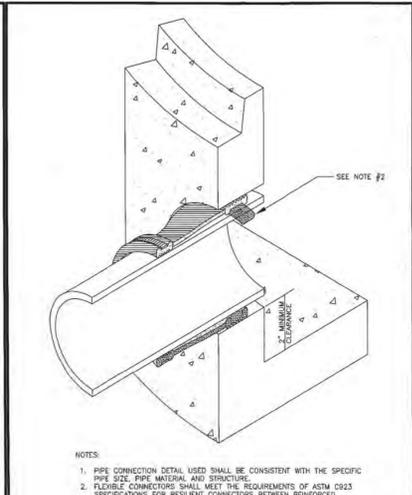
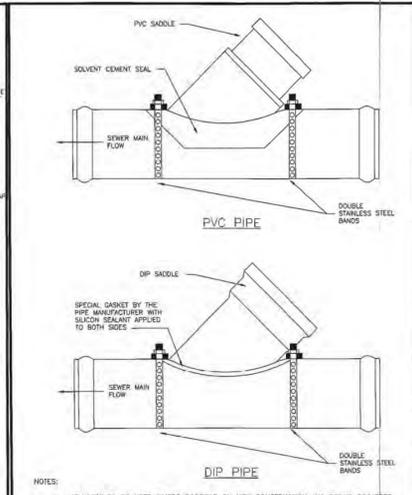
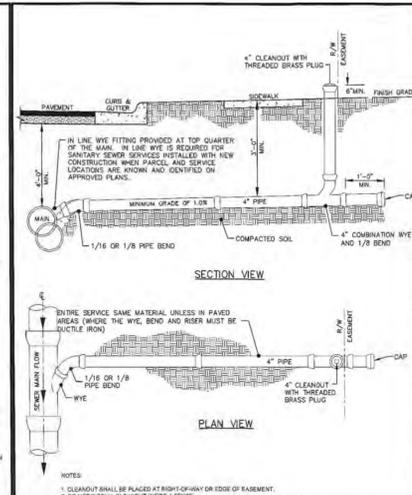
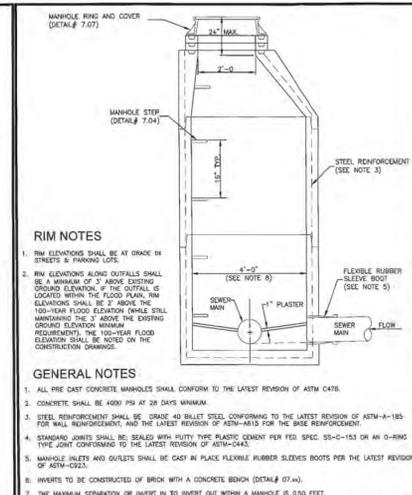
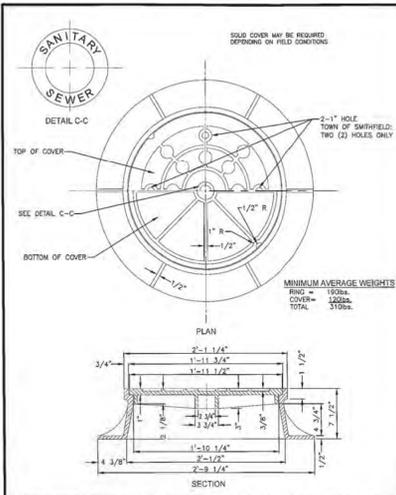
After a permittee becomes aware of an occurrence that must be reported, he shall contact the appropriate Division regional office within the timeframes and in accordance with the other requirements listed below. Occurrences outside normal business hours may also be reported to the Division's Emergency Response personnel at (800) 662-7956, (800) 858-0368 or (919) 733-3300.

Occurrence	Reporting Timeframes (After Discovery) and Other Requirements
(a) Visible sediment deposition in a stream or wetland	<ul style="list-style-type: none"> • Within 24 hours, an oral or electronic notification. • Within 7 calendar days, a report that contains a description of the sediment and actions taken to address the cause of the deposition. Division staff may waive the requirement for a written report on a case-by-case basis. • If the stream is named on the NC 303(d) list as impaired for sediment-related causes, the permittee may be required to perform additional monitoring, inspections or apply more stringent practices if staff determine that additional requirements are needed to assure compliance with the federal or state impaired-waters conditions.
(b) Oil spills and release of hazardous substances per Item 1(b)-(c) above	<ul style="list-style-type: none"> • Within 24 hours, an oral or electronic notification. The notification shall include information about the date, time, nature, volume and location of the spill or release.
(c) Anticipated bypasses [40 CFR 122.41(m)(3)]	<ul style="list-style-type: none"> • A report at least ten days before the date of the bypass, if possible. The report shall include an evaluation of the anticipated quality and effect of the bypass.
(d) Unanticipated bypasses [40 CFR 122.41(m)(3)]	<ul style="list-style-type: none"> • Within 24 hours, an oral or electronic notification. • Within 7 calendar days, a report that includes an evaluation of the quality and effect of the bypass.
(e) Noncompliance with the conditions of this permit that may endanger health or the environment [40 CFR 122.41(l)(7)]	<ul style="list-style-type: none"> • Within 24 hours, an oral or electronic notification. • Within 7 calendar days, a report that contains a description of the noncompliance, and its causes; the period of noncompliance, including exact dates and times, and if the noncompliance has not been corrected, the anticipated time noncompliance is expected to continue; and steps taken or planned to reduce, eliminate, and prevent reoccurrence of the noncompliance. [40 CFR 122.41(l)(6). • Division staff may waive the requirement for a written report on a case-by-case basis.



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CONSTRUCTION



SMITHFIELD
NORTH CAROLINA
STANDARD MANHOLE RING & COVER
SMITHFIELD, NORTH CAROLINA PUBLIC UTILITIES
SCALE: NTS
DETAIL NO. 07.06
DATE: 04/03/2019

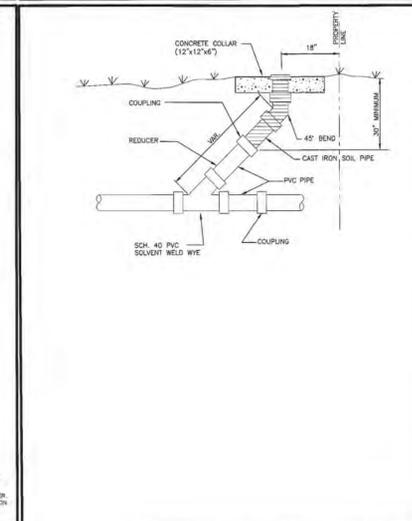
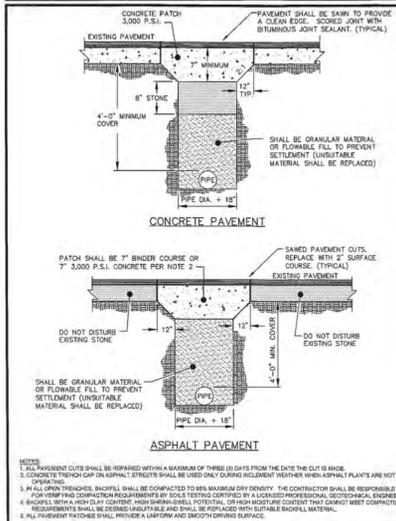
SMITHFIELD
NORTH CAROLINA
STANDARD SANITARY SEWER MANHOLE
SMITHFIELD, NORTH CAROLINA PUBLIC UTILITIES
SCALE: NTS
DETAIL NO. 07.03
DATE: 04/03/2019

SMITHFIELD
NORTH CAROLINA
STANDARD SANITARY SEWER TAP AND SERVICE
SMITHFIELD, NORTH CAROLINA PUBLIC UTILITIES
SCALE: NTS
DETAIL NO. 07.02
DATE: 04/03/2019

SMITHFIELD
NORTH CAROLINA
STANDARD LATERAL CONNECTION
SMITHFIELD, NORTH CAROLINA PUBLIC UTILITIES
SCALE: NTS
DETAIL NO. 07.02
DATE: 04/03/2019

SMITHFIELD
NORTH CAROLINA
STANDARD CORE & BOOT DETAIL
SMITHFIELD, NORTH CAROLINA PUBLIC UTILITIES
SCALE: NTS
DETAIL NO. 07.11
DATE: 04/03/2019

SMITHFIELD
NORTH CAROLINA
DETECTION OF UNDERGROUND LATERALS
SMITHFIELD, NORTH CAROLINA PUBLIC UTILITIES
SCALE: NTS
DETAIL NO. 07.08
DATE: 04/03/2019



SMITHFIELD
NORTH CAROLINA
BEDDING FOR SANITARY SEWER PIPE
SMITHFIELD, NORTH CAROLINA PUBLIC UTILITIES
SCALE: NTS
DETAIL NO. 07.19
DATE: 04/03/2019

SMITHFIELD
NORTH CAROLINA
STANDARD CLEAN OUT
SMITHFIELD, NORTH CAROLINA PUBLIC UTILITIES
SCALE: NTS
DETAIL NO. 07.07
DATE: 04/03/2019



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10/4/2019 3:18 PM
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LANDSCAPE WORK SPECIFICATIONS

SCOPE OF WORK: FURNISH ALL LABORS, MATERIALS, AND EQUIPMENT REQUIRED TO CONSTRUCT THE DRAWINGS AND SPECIFICATIONS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS.

JOB CONDITIONS: ATTENTION SHALL BE DIRECTED TO THE LOCATION OF ACTIVE UTILITIES WITHIN THE LIMITS OF WORK. BEFORE COMMENCING ANY WORK, THE CONTRACTOR SHALL LOCATE ALL UTILITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS.

MATERIALS AND WORK: THE SELECTION OF ALL MATERIALS AND THE EXECUTION OF ALL WORK REQUIRED UNDER THE CONTRACT SHALL BE SUBJECT TO THE APPROVAL BY THE OWNER OR HIS AGENT. THE OWNER SHALL HAVE THE RIGHT TO REJECT ANY AND ALL MATERIALS AND ANY AND ALL WORK WHICH, IN HIS OPINION, DOES NOT MEET THE REQUIREMENTS OF THE CONTRACT DOCUMENTS AND WHICH, IN HIS OPINION, DOES NOT MEET THE REQUIREMENTS OF THE CONTRACT DOCUMENTS.

PLANT MATERIALS: ALL MATERIALS SHALL BE NURSERY GROWN, FRESHLY DUG, AND SHOWN TO BE HEALTHY, WELL-DEVELOPED ROOT SYSTEMS. TREES MUST BE SELF-SUPPORTING, WITH STRAIGHT TRUNKS AND LEADERS INTACT. ALL PLANTS FURNISHED SHALL BE FREE OF ANY INSECT INFESTATIONS OR THEIR EGGS AND SHALL HAVE BEEN GROWN UNDER CLIMATE CONDITIONS SIMILAR TO THOSE OF THE PROJECT LOCALITY. ALL PLANTS SHALL BE TRUE TO SPECIES AND VARIETY.

PLANT SIZE: SPECIFIED SIZES INDICATE MINIMUM ALLOWABLE SIZES AT PLANTING. PLANTS SHALL BE INDICATED FOR A SINGLE SPECIES, UNLESS BOTH REQUIREMENTS MUST BE MET.

PLANT HANDLING & STORAGE: PLANTS AND THEIR ROOT SYSTEMS SHALL BE PROTECTED FROM DAMAGE DURING TRANSPORT AND STORAGE. PLANTS SHALL BE STORED PRIOR TO TRANSPORT AND LEGITIMELY PRIOR TO PLANTING. PLANTS THAT CANNOT BE PLANTED IMMEDIATELY UPON DELIVERY SHALL BE KEPT IN THE SHADE AND WELL-WATERED. PLANTS SHALL NOT BE REIMMERSED IN WATER FOR LONGER THAN THREE DAYS AFTER DELIVERY.

BALLED & BURLAPPED PLANTS: SHALL BE LIFTED FROM THE BOTTOM ONLY, NOT BY STEMS OR TRUNKS. CARE SHALL BE TAKEN WHEN REMOVING THE CONTAINERS FROM CONTAINERS. GROWN PLANTS SO AS NOT TO INJURE THE PLANTS' ROOTS.

SUBSTITUTIONS: IF PROOF IS SUBMITTED THAT ANY PLANT SPECIFIED IS NOT AVAILABLE, A WRITTEN PROPOSAL FOR USE OF A SIMILARLY-SIZED AND TYPE PLANT SHALL BE SUBMITTED TO THE LANDSCAPE ARCHITECT PRIOR TO ALL SUBSTITUTIONS MUST BE APPROVED BY THE LANDSCAPE ARCHITECT PRIOR TO INSTALLATION.

BACKFILL MATERIAL: NATIVE SOIL SHALL NOT BE USED FOR BACKFILL UNLESS IT IS ACCEPTABLE FOR CONSTRUCTION OF REQUIRED SAUCERS AROUND PLANTS. THE REMAINDER OF UNUSED NATIVE SOIL SHALL BE HAULED AWAY FROM THE SITE. BACKFILL MATERIAL SHALL BE A BLENDED SOIL MATERIAL AND SHALL BE A MIXTURE OF 70% NATIVE SOIL, 20% SAND, AND 10% COMPOST. SAND SHALL BE A WASHED SAND OBTAINED FROM A SAND QUARRY AND FREE OF ALL VIABLE WEED SEED. OTHER CONDITIONS OF THE BACKFILL SHALL BE AS FOLLOWS:

- MAXIMUM SOLUBLE SALTS: 350 PPM
- RELATIVE PERMEABILITY: 25%-50%, LOOSE
- PLASTIC INDEX: 4 TO 10
- PH RANGE: 6.5-8.0

BACKFILL MATERIAL SHALL BE TESTED AND TEST RESULTS SHALL BE FURNISHED TO THE LANDSCAPE ARCHITECT FOR APPROVAL PRIOR TO USE.

NITROGEN FERTILIZER: SHALL BE A COMPLETE FERTILIZER, OF WHICH 80% OF THE NITROGEN IS DERIVED FROM NATURAL ORGANIC SOURCES OR UREAFORM. IT SHALL CONTAIN BY PERCENTAGE THE FOLLOWING: 10% NITROGEN, 10% PHOSPHORIC ACID, AND 10% POTASH. IT SHALL BE DELIVERED IN UNOPENED, LABELED CONTAINERS AND STORED IN A WEATHERPROOF PLACE.

WATER: SHALL BE FURNISHED BY THE OWNER.

PLANT MATERIAL INSTALLATION: MATERIALS SHALL ONLY BE PLANTED DURING PERIODS OF SUITABLE WEATHER CONDITIONS. THE OWNER SHALL BE NOTIFIED OF SUBSISTANCE CONDITIONS THAT WOULD PROVE DETRIMENTAL TO PLANT SURVIVAL OR GROWTH. ALTERNATE LOCATIONS FOR MATERIAL SHALL BE DETERMINED BY THE CONTRACTOR AND LANDSCAPE ARCHITECT. ALL TREES AND SHRUBS SHALL BE PLANTED IN INDIVIDUAL HOLES. THE SIDES AND BOTTOM OF HOLES SHALL BE SCARPED PRIOR TO PLANTING. BACKFILL WITH THE SOIL MIXTURE SPECIFIED ON THE DRAWINGS. BACKFILLING SHALL BE ACCOMPLISHED USING AN AUGER OR BY HAND-CUTTING THE FABRIC FOLLOWING EXCAVATION BY A BACKHOE WITH A SMOOTH-EDGE BUCKET.

GUARANTEE: THE CONTRACTOR SHALL GUARANTEE TO PROVIDE TO THE OWNER THE COMPLETION OF THE WORK AND THE INSTALLATION OF THE WORK FOR A PERIOD OF ONE YEAR FOLLOWING FINAL ACCEPTANCE. ADDITIONALLY, THE CONTRACTOR SHALL GUARANTEE TO THE OWNER THIRTEEN PERENNIALS, ANNUALS, WELL-ESTABLISHED SEEDED AREAS, AND WELL-ROOTED SODDED AREAS. THE GUARANTEES ARE SUBJECT TO THE FOLLOWING CONDITIONS:

THE OWNER IS RESPONSIBLE FOR PROPER WATERING OF PLANT MATERIALS, SPECIFIC INSTRUCTIONS AND SCHEDULES FOLLOWING FINAL ACCEPTANCE. THE CONTRACTOR SHALL MAKE MONTHLY INSPECTIONS FOR A PERIOD OF (1) YEAR AT NO EXTRA COST TO THE OWNER, TO DETERMINE WHAT CHANGES, DAMAGE CAUSED TO PLANT MATERIALS FROM ACTS OF NATURE, UNDESIRABLE EROSION, OR UNDESIRABLE ACTS WILL VOID THE GUARANTEE FOR ANY EFFECTED MATERIALS.

DAMAGE TO PLANT MATERIALS CAUSED BY DISEASE INCLUDING BROWN PATCH IN TURF GRASSES EXCLUDE ANY EFFECTED MATERIALS FROM THE GUARANTEE.

PLANT MATERIAL REPLACEMENT: THE CONTRACTOR SHALL REPLACE WITHOUT COST TO THE OWNER, AND AS SOON AS WEATHER CONDITIONS PERMIT, ALL PLANT MATERIALS THAT DIE OR BECOME UNUSABLE DURING THE GUARANTEE PERIOD. THE END OF THE GUARANTEE PERIOD SHALL BE THE DATE OF REPLACEMENT PLANTS SHALL EXTEND FOR AN ADDITIONAL 30 CALENDAR DAYS.

TURF MATERIALS: MATERIALS REQUIRED FOR SEEDING AND OR SODDING SHALL CONFORM TO THE FOLLOWING:

FERTILIZER: SHALL BE A TURF GRADE, HIGH PHOSPHORUS FERTILIZER, IN WHICH 12 TO 34 OF THE NITROGEN IS SLOWLY AVAILABLE. IT SHALL CONTAIN 10% PHOSPHORUS AND 10% POTASH. IT SHALL BE DELIVERED IN UNOPENED, LABELED CONTAINERS AND STORED IN A WEATHERPROOF PLACE.

LIME: SHALL BE NATURAL DOLOMITIC LIMESTONE CONTAINING NOT LESS THAN 85% LIME WITH A MINIMUM OF 30% MAGNESIUM CARBONATES IN A PELLETED FORM.

ANTIEROSION MULCH: SHALL BE CLEAN, SEED-FREE SALT-HAY OR THRESHED STRAW OF WHEAT, RYE, OATS, OR BARLEY.

GRASS SEED: SHALL BE FRESH, CLEAN, NEW-CROP SEED COMPLYING WITH TOLERANCE FOR PURITY AND GERMINATION ESTABLISHED BY OFFICIAL SEED ANALYSTS OF NORTH AMERICA. PROVIDE TYPE OR MIXTURE COMPOSED OF SPECIES AS SPECIFIED ON THE CONSTRUCTION DRAWINGS.

SOD: SHALL BE FRESHLY CUT, DROUGHT-RESISTANT SOD, FREE OF OBJECTIONABLE BROADLEAF OR GRASSY WEEDS. PROVIDE TYPE AS SPECIFIED BELOW.

PREPARATION OF TURF AREAS: PRIOR TO SEEDING OR SOD INSTALLATION, VERIFY THAT ALL TRENCHING AND OTHER LAND DISTURBING ACTIVITIES HAVE BEEN COMPLETED.

ALL DISTURBED AREAS SHALL BE DRESSED TO TYPICAL SECTIONS AND GRADES SHOWN ON THE CONSTRUCTION DRAWINGS. REMOVE FROM THE SITE ALL TEMPORARY SEEDING OR STABILIZATION MEASURES.

ALL AREAS TO RECEIVE SEED OR SOD SHALL BE PREPARED ACCORDING TO THE FOLLOWING PROCEDURE:

REMOVE ANY UNDESIRABLE VEGETATION OR DEBRIS. APPLY LIMESTONE ACCORDING TO SOIL TEST RECOMMENDATION OR AT A RATE OF 4000 LBS. PER ACRE.

RIP THE AREA TO A MINIMUM DEPTH OF 4 TO 6 INCHES. REMOVE ALL LOOSE ROCKS, ROOTS, AND OTHER DEBRIS AND PULVERIZE THE TOP 2 INCHES OF LOOSENEED SOIL TO PROVIDE A SMOOTH AND UNIFORM SURFACE.

APPLY TURF GRADE FERTILIZER IN A MANNER THAT ENSURES UNIFORM DISTRIBUTION. FERTILIZER SHALL BE APPLIED AT A RATE THAT PROVIDES 5 LBS. OF PHOSPHORUS PER 1000 S.F. LIGHTLY MIX WITH SOIL AND SMOOTH SURFACE.

IRRIGATION DIRECTIVES

A. THE GENERAL CONTRACTOR SHALL SUBCONTRACT THE IRRIGATION WORK TO A FIRM OF HIS CHOICE, OR HAVE THE PLANTING CONTRACTOR SUBCONTRACT THE IRRIGATION WORK TO A FIRM OF THEIR CHOICE.

B. THE IRRIGATION SYSTEM SHALL BE DESIGNED TO SPRAY THE LAWNS AND PLANT BEDS SEPARATELY AS SHOWN ON THE PLAN IN OUTLYING AREAS ISLANDS OF SHRUBS SHALL BE IRRIGATED BY HEADS ON THE ADJACENT LAWN ZONE.

C. PROVIDE ADEQUATE ZONES TO INDIVIDUALLY CONTROL IRRIGATION OF PLANTS AND AREAS. IRRIGATION SHALL BE CONTROLLED BY THE WATER AVAILABLE TO THE SYSTEM APPROVAL OF THE LAYOUT AND ROUTING PLAN TO THE LANDSCAPE ARCHITECT FOR APPROVAL.

E. IN MUNICIPAL AREAS PROVIDE THE OWNER A DOLLAR CHOICE TO CONTRACT THE IRRIGATION WORK TO A FIRM OF THEIR CHOICE TO USE THE EXISTING METERED SOURCE FOR THE IRRIGATION.

F. METERS ARE PROVIDED FOR IRRIGATIONS. CONTRACTOR TO PROVIDE BACKFLOW PREVENTION NEAR THE CONTROLLER INSTRUCTIONS TO THE OWNER.

H. PROVIDE (3) THREE COPIES OF "AS-BUILT" LAYOUT AND OPERATING INSTRUCTIONS TO THE OWNER.

IRRIGATION NOTES

NOTICE TO IRRIGATION CONTRACTOR: MANY GOVERNMENTAL UNITS ARE CURRENTLY REVISING THEIR IRRIGATION REGULATIONS. THE CONTRACTOR SHALL VERIFY WITH THE LOCAL GOVERNMENTAL UNIT THAT THE PROPOSED SYSTEM MEETS ALL LOCAL REGULATIONS. AREAS OF SPECIAL CONCERN INCLUDE:

- RIGHT-OF-WAY EASEMENT AGREEMENTS FOR PLACEMENT OF IRRIGATION WITHIN
- BACKFLOW PREVENTION DEVICES, WHETHER THESE ARE REQUIRED AND IF SO, WHAT TYPES ARE APPROVED.
- CERTIFICATION LICENSE TO INSTALL BACKFLOW PREVENTER DEVICES AND METERS.
- USE OF A SECOND METER FOR IRRIGATION USE ONLY.
- WATER RATION DAYS IN WHICH IRRIGATION SYSTEM CANNOT BE USED.
- ALL OTHER REGULATIONS NOT MENTIONED HEREIN.

SHOULD THE BID/CONSTRUCTION DOCUMENTS BE INCONSISTENT WITH CURRENT LOCAL REGULATIONS, THE CONTRACTOR SHALL PRESENT THE OWNER WITH A QUOTE/CONTRACT THAT INCLUDES MODIFICATIONS TO MAKE THE SYSTEM COMPLIANT WITH ALL THE LOCAL CODES.

PERMITS, FEES: THE IRRIGATION CONTRACTOR IS RESPONSIBLE FOR OBTAINING ALL PERMITS NECESSARY TO INSTALL THE SYSTEM AND HE SHALL PAY ANY ASSOCIATED FEES. COST FOR THESE ITEMS SHALL BE INCLUDED IN THE QUOTE/CONTRACT FOR THE IRRIGATION SYSTEM.

IRRIGATION DIRECTIVES AND NOTES

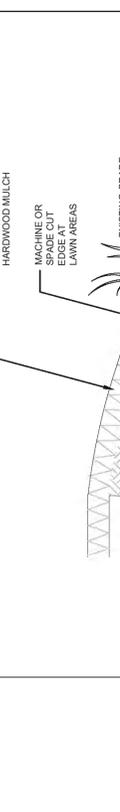
1. THE PLANTING PROCESS IS SIMILAR FOR DECIDUOUS AND EVERGREEN TREES.

2. FOR SINGLE STEM TREES, DO NOT SUPPLY TREES WITH MULTIPLE LEADERS. ONLY PROVIDE TREES WITH A SINGLE LEADER. DO NOT PRUNE TREE AT PLANTING EXCEPT FOR SPECIFIC STRUCTURAL CORRECTIONS AND TO INSURE COMPLIANCE WITH SIGHT DISTANCE STANDARDS.

3. MARK THE NORTH SIDE OF THE TREE AT THE NURSERY AND LOCATE TO THE NORTH IN THE FIELD.

NOT RELEASED FOR CONSTRUCTION

BED EDGING



SHRUB SHALL BE SET ABOVE EXISTING GRADE AS SHOWN.

IF BALLED & BURLAP, CUT & REMOVE BURLAP FROM TOP 1/3 OF ROOT BALL.

FORM 2" DEEP SAUCER EXISTING OR FINISHED GRADE.

MACHINE OR SPADE CUT EDGE AT LAWN AREAS.

MIXTURE TO BE TAMPED.

SUBSOIL BROKEN WITH PICK.

APPROVED BACKFILL (SEE SPECS) 1/2 LB. 10-10-10 FERTILIZER PER CU. YD. OF BACKFILL.

***TYPICAL SHRUB INSTALLATION**



CONTRACTOR SHALL PRUNE CROWDED, BROKEN, OR STRAY BRANCHES TO CLEAN CANOPY EDGE.

3-4" THK LAYER OF TRIPLE SHREDED HARDWOOD MULCH MACHINE OR SPADE EDGING PROVIDE CRISP TRANSITION AT LAWN.

FORM SAUCER HOLD WATER.

EXISTING GRADE.

LANDSCAPE WORK SPECIFICATIONS

MASSING PLANT INSTALLATION



CONTRACTOR SHALL PRUNE CROWDED, BROKEN, OR STRAY BRANCHES TO CLEAN CANOPY EDGE.

3-4" THK LAYER OF TRIPLE SHREDED HARDWOOD MULCH MACHINE OR SPADE EDGING PROVIDE CRISP TRANSITION AT LAWN.

FORM SAUCER HOLD WATER.

EXISTING GRADE.

UNDISTURBED SUBGRADE.

CROWN PLANTING BED AT 10% PITCH OR 4" MIN.

HAND TAMPED PLANTING MIXTURE (SEE SPECS) 1/2 LB. 10-10-10 FERTILIZER PER CU. YD. OF BACKFILL.

***FOR BOTH CANOPY OR UNDERSTORY STREES**



8" HT AND GREATER TREES SHALL BE ANCHORED WITH (6) OPPOSING STAKES. STAKES SHALL BE PLACED ON THE NORTHEAST AND SOUTHEAST SIDES OF THE TREE AND SHALL BE 1/2" DIA. (SEE SPECS).

3-4" THK LAYER OF TRIPLE SHREDED HARDWOOD MULCH.

DIG PLANTING HOLE THREE (3) TIMES ROOT BALL DIAMETER. TAPER SIDES OF HOLE AT 45 DEGREE ANGLE.

CUT BURLAP, ROPE AND WIRE BASKET AWAY FROM TOP HALF OF ROOT BALL.

REVISIONS

HIGHWAY 301 TOWNHOMES

TONY JOHNSON ARCHITECT, P.A.
104 N. LOMBARD ST.
CLAYTON, NC 27520
TONY@TONYJOHNSONARCHITECT.COM
919-550-7717

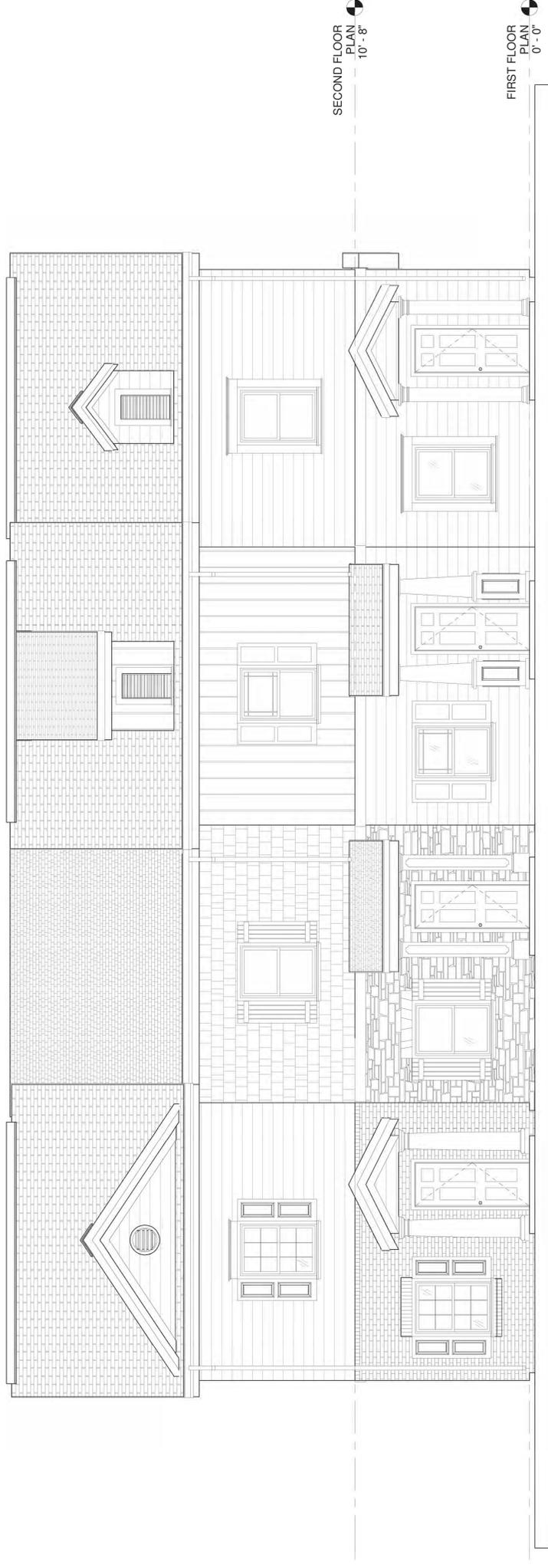
TONY JOHNSON ARCHITECT



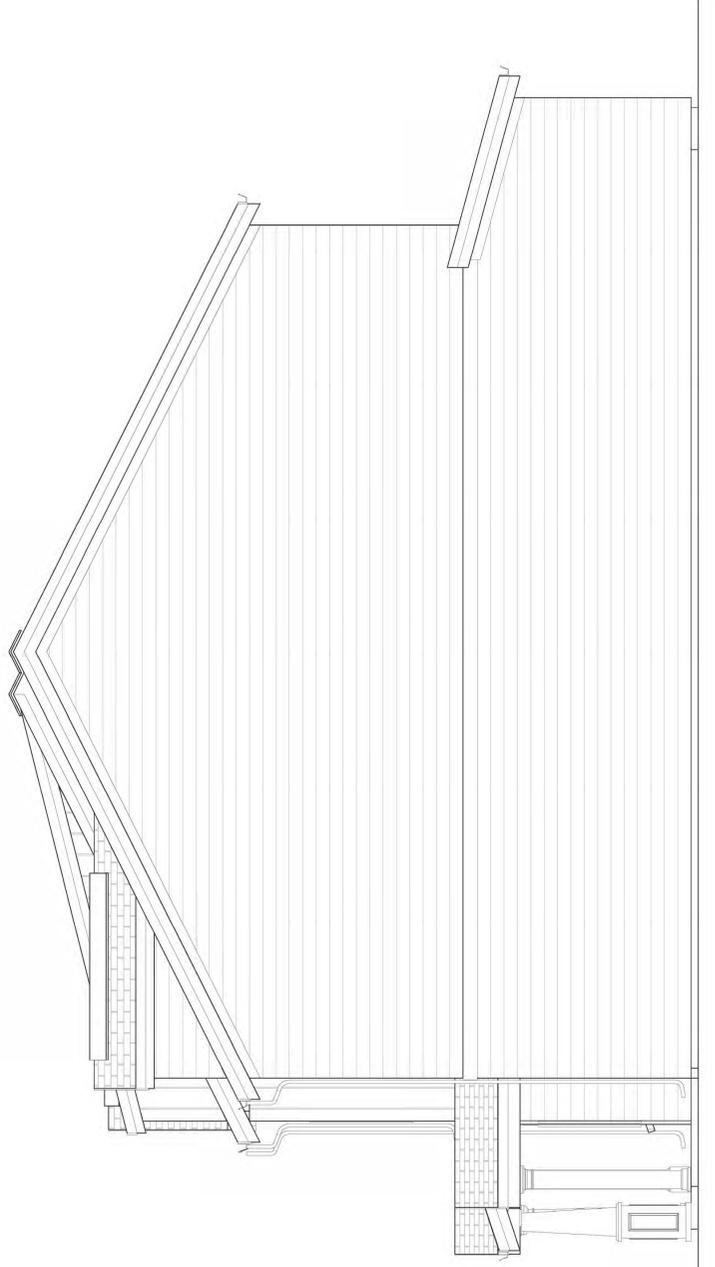
DATE 08.07.2019

SHEET

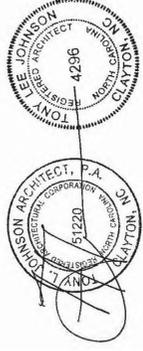
A-1



1 SOUTH ELEVATION
1/4" = 1'-0"



2 EAST ELEVATION
1/4" = 1'-0"



PRELIMINARY-NOT FOR CONSTRUCTION

REVISIONS									

HIGHWAY 301 TOWNHOMES

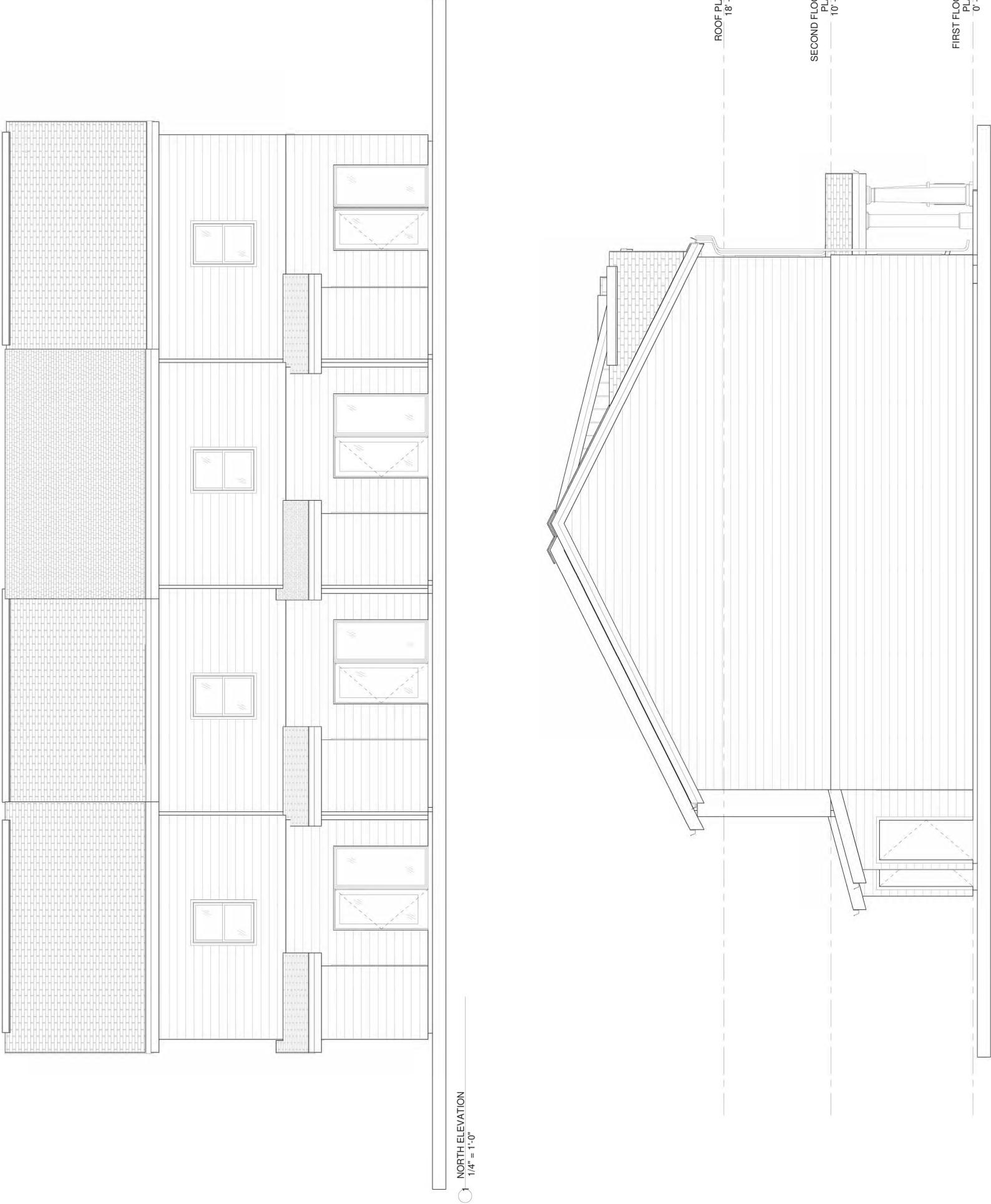
919-550-7717
 TONY@TONYJOHNSONARCHITECT.COM
 104 N. LOMBARD ST.
 CLAYTON, NC 27520
 TONYJOHNSONARCHITECT.COM



DATE 08.07.2019

SHEET

A-2



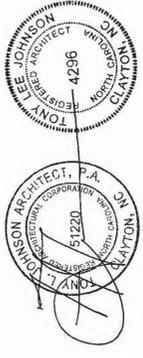
1 NORTH ELEVATION
 1/4" = 1'-0"

2 WEST ELEVATION
 1/4" = 1'-0"

ROOF PLAN
 18'-8"

SECOND FLOOR
 PLAN
 10'-8"

FIRST FLOOR
 PLAN
 0'-0"



PRELIMINARY-NOT FOR CONSTRUCTION

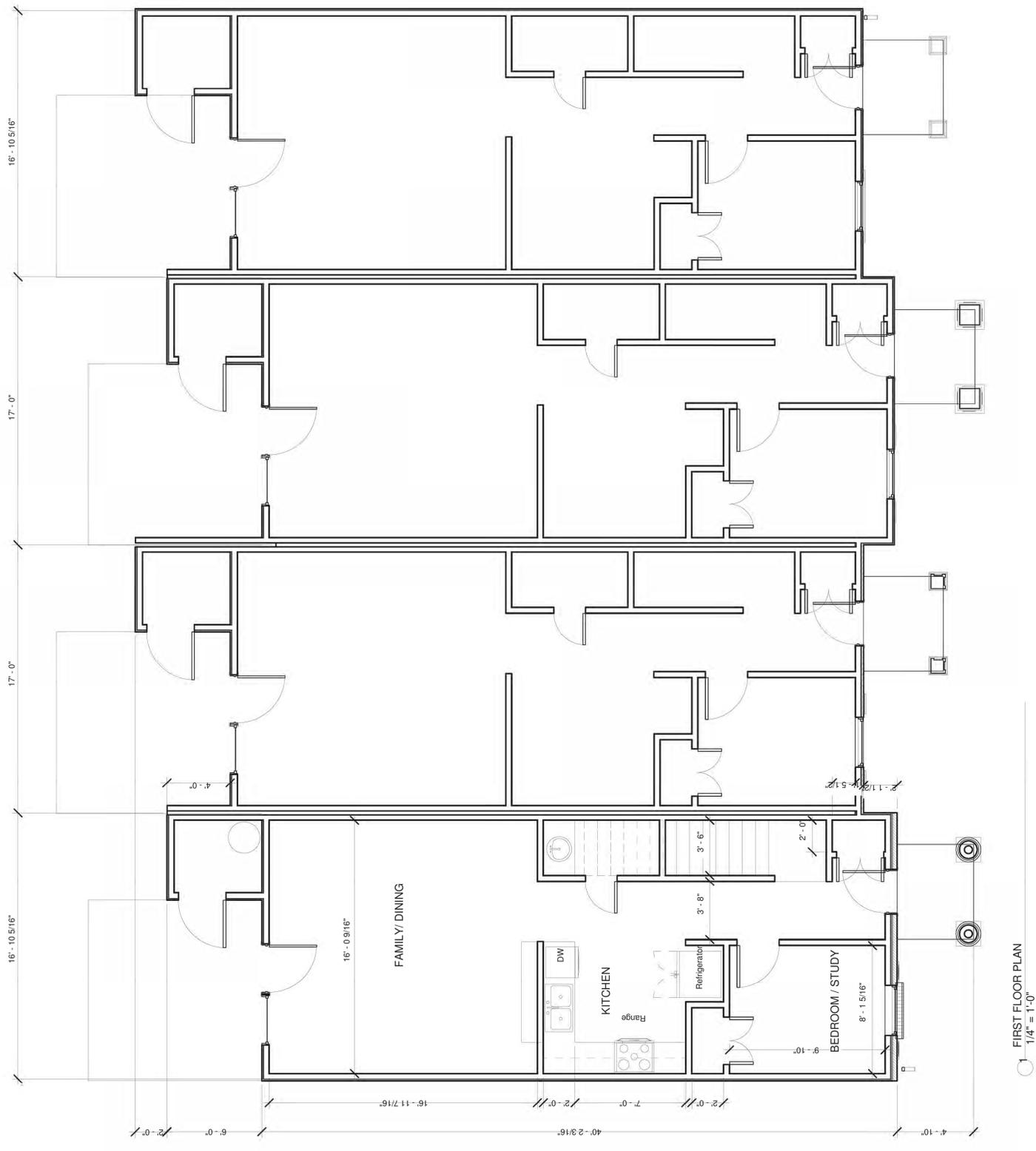
REVISIONS									

HIGHWAY 301 TOWNHOMES

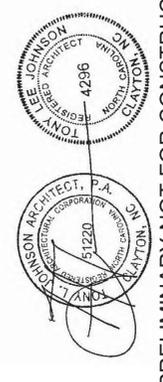
TONY JOHNSON ARCHITECT
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 104 N. LOMBARD ST.
 CLAYTON, NC 27520
 TONYJOHNSONARCHITECT.COM

DATE 08.07.2019

SHEET **A-3**



1 FIRST FLOOR PLAN
1/4" = 1'-0"



PRELIMINARY-NOT FOR CONSTRUCTION

TAG	PIN	NAME1	ADDRESS1	CITY	STATE	ZIPCODE
15J11011	168206-48-4711	LASSITER, WALTER GASTON III	3308 US HWY 301 S	SMITHFIELD	NC	27577
15J10033	168206-49-4312	JOHNSTON COUNTY BOARD OF		SMITHFIELD	NC	27577-1336
15J10032E	168206-48-5714	BRIGHTLEAF DEVELOPMENT PARTNERS, LLC	3210 US HIGHWAY 70 W	SMITHFIELD	NC	27577-7611
15J10032D	168206-48-5825	BRIGHTLEAF DEVELOPMENT PARTNERS, LLC	3210 US HIGHWAY 70 W	SMITHFIELD	NC	27577-7611
15J10032B	168206-48-5983	BRASWELL, WILLIAM ANDREW	3246 US HWY 301 S	SMITHFIELD	NC	27577-9489
15045026B	168206-48-7745	LASSITER, WALTER GASTON JR. HEIRS	98 SKINNER RD	FOUR OAKS	NC	27524-8456
		ADAMS & HODGE	314 E MAIN STREE	CLAYTON	NC	27520
		BRIGHTLEAF DEVELOPMENT PARTNERS	3120 HWY 70 WEST	CLAYTON	NC	27577



PLANNING DEPARTMENT
Mark E. Helmer, AICP, Senior Planner

ADJOINING PROPERTY OWNERS CERTIFICATION

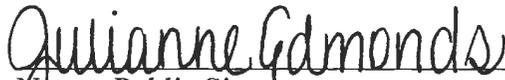
I, Mark E. Helmer, hereby certify that the property owner and adjacent property owners of the following petition, SUP-19-11, were notified by First Class Mail on 12-18-19.

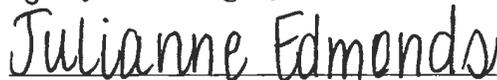

Signature

Johnston County, North Carolina

I, Julianne Edmonds, Notary Public for Johnston County and State of North Carolina do hereby certify that Mark E. Helmer personally appeared before me on this day and acknowledged the due execution of the foregoing instrument. Witness my hand and official seal, this the

18th day of December, 2019


Notary Public Signature


Notary Public Name

My Commission expires on January 15, 2023
(Seal)



3200 Block of South Brightleaf Boulevard



Location of Proposed
17 Unit Townhouse Development



Project Name:
Oakfield Towns

File Number:
SUP-19-11

Existing Zoning:
R-20A (Residential -
Agricultural)

Proposed Zoning:
B-3 (Highway Entrance
Business)

Property Owner:
William Stephenson

Applicant:
Adams & Hodge
Engineering, PC

Location: South
Brightleaf Blvd.

**Tax ID# 15J10032D &
15J10032E**



1 in = 100 ft

Map created by the
Mark E. Helmer, AICP
Senior Planner, GIS Specialist
on 10/29/2019



PLANNING DEPARTMENT

Mark E. Helmer, AICP, CZO
Senior Planner

Notice of Public Hearings

Notice is hereby given that the Town Council of the Town of Smithfield will conduct public hearings during the course of their open meeting which starts at 7:00 P.M. on Tuesday, January 7, 2020 in the Town Hall Council Chambers located at 350 East Market Street to consider the following requests:

RZ-19-02 Brightleaf Development Partners, LLC: The applicant is requesting to rezone two parcels of land from the R-20A (Residential-Agricultural) to the B-3 (Highway Entrance Business) zoning district. The properties considered for rezoning are located on the northwest side of South Brightleaf Boulevard approximately 305 feet southwest of its intersection with Galilee Road. The properties are further identified as Johnston County Tax ID# 15J10032D & 15J10032E.

SUP-19-11 Brightleaf Development Partners, LLC: The applicant is requesting special use permit approval for Oakfield Towns, a proposed 17-lot single-family attached residential townhouse development on 1.72 acres of land located in a B-3 (Highway Entranceway Business District) zoning district. The properties considered for a special use permit approval are located on the northwest side of South Brightleaf Boulevard approximately 305 feet southwest of its intersection with Galilee Road. The properties are further identified as Johnston County Tax ID# 15J10032D & 15J10032E.

All interested persons are encouraged to attend. To accommodate disabilities and to comply with ADA regulations, please contact the town office if you need assistance. Further inquiries regarding this matter may be directed to the Smithfield Planning Department at (919) 934-2116 or online at www.smithfield-nc.com.

Run legal "ad" in the Johnstonian News on 12/25/2019 and 1/1/2020

Consent Agenda Items

3. New Hire Report

<u>Filled Positions</u>	<u>Department</u>	<u>Budget Line</u>	<u>Rate of Pay</u>
P/T Instructor	P&R – Aquatics	10-60-6220-5100-0230	\$15.00/hr.

Current Vacancies

<u>Position</u>	<u>Department</u>	<u>Budget Line</u>
Administrative Assistant	Fire	10-20-5300-5100-0200
Assistant Finance Director	Finance	10-10-4200-5100-0200
Police Officer I (6 positions)	Police	10-20-5100-5100-0200
P/T Recreation Aide	P&R – Recreation	10-60-6200-5100-0210

Unanimously approved

NEW BUSINESS:

ORGANIZATIONAL MEETING

Pursuant to North Carolina General Statute 160-68 the Smithfield Governing Body was scheduled to conduct an organizational meeting.

1. Presentations

a. To outgoing Councilman Emery D. Ashley and relinquishment of Council seat

Mayor Moore presented Councilman Emery Ashley with a proclamation in honor of his service to the Town of Smithfield

PROCLAMATION

In Honor of Councilman Emery D. Ashley's
Service to the Town of Smithfield

WHEREAS, the Mayor and Town Council of the Town of Smithfield wish to acknowledge and express its appreciation to Emery D. Ashley for his dedicated service to the citizens of Smithfield as a member of the Town Council serving for the past 8 years; and

WHEREAS, Emery D. Ashley has served as an At-Large Councilmember since taking office on December 6, 2011; as well as, serving as Mayor Pro-Tempore from December 2011 until December 2013 and then again from December 2015 until December 2017; and

WHEREAS, these years of service have been marked by exemplary dedication to the best interests of the community and he has worked constantly for improvements to the Town of Smithfield's financial policies and fiscal responsibilities; and

WHEREAS, Emery D. Ashley has reviewed and deliberated all matters, facts and proposals before the Council in a fair and sound manner, at all times keeping the best interest of the citizens of the Town of Smithfield as a first priority; and

WHEREAS, The Town of Smithfield has been fortunate to have had the services of Emery D. Ashley who has provided leadership and rendered good judgement for the betterment of all of the citizens of the Town; and

WHEREAS, Emery D. Ashley's dedicated service to the Town of Smithfield deserves special recognition.

NOW, THEREFORE, I, M. Andy Moore, Mayor of the Town of Smithfield along with the

members of the Town Council, express our sincere appreciation to Emery D. Ashley for his dedicated and distinguished service to the Town of Smithfield.

Councilman Ashley expressed his appreciation to his parents, his wife, the citizens of Smithfield, the Town Council, Mayor Moore, Town Manager Michael Scott, Town Attorney Bob Spence and Town Clerk Shannan Parrish. Mr. Ashley stated he had enjoyed the eight years he has served on the Town Council and he will continue to follow the budget and the Council's actions.

2. Oaths of Office

- a. The Honorable Senior Resident Superior Court Judge, Thomas H. Lock administered the Oath of Office to returning Mayor, M. Andy Moore.
- b. The Honorable Senior Resident Superior Court Judge, Thomas H. Lock administered the Oath of Office to returning Councilman – At Large, John A. Dunn.
- c. The Honorable Senior Resident Superior Court Judge, Thomas H. Lock administered the Oath of Office to returning Councilman – At Large, Stephen Rabil.
- d. The Honorable Senior Resident Superior Court Judge, Thomas H. Lock administered the Oath of Office to newly elected Councilman – At large, Roger A. Wood.

3. Election of Mayor Pro-Tempore

Pursuant to North Carolina General Statute 160A-70 the new Town Council was to elect a Mayor Pro-Tem amongst its members.

Councilman Wood made a motion, seconded by Councilman Stevens, to elected Councilman John Dunn to serve a two-year term (2019-2021) as Mayor Pro-Tem. Unanimously approved.

4. 2020 Meeting Schedule

Pursuant to North Carolina General Statute 160A-71 and the Town of Smithfield Code of Ordinances Article II, Section 2-46, the governing body was to adopt a meeting schedule.

Mayor Pro-Tem Dunn made a motion, seconded by Councilman Stevens, to adopt the 2020 meeting schedule as follows. Unanimously approved.

2020 Town Council Meeting Schedule

January 7th
February 4th
March 3rd
April 7th
May 5th
June 2nd
July 7th
August 4th
September 1st
October 6th
November 10th
December 1st

Councilmembers Comments:

- Councilman Stevens expressed his appreciation to Councilman Ashley for his guidance; stating Mr. Ashley brought a lot of knowledge to the Council meetings. Councilman Stevens welcomed Councilman Wood stating he looked forward to working with him.

- Mayor Pro-Tem Dunn expressed his appreciation to Councilman Ashley, his family, his wife and the citizens of Smithfield. He further expressed his appreciation to the Council for electing him as Mayor Pro-Tem.
- Councilman Wood expressed his appreciation for all the support he received during the election. He congratulated Mayor Moore, Mayor Pro-Tem Dunn and Councilman Rabil for being reelected. He expressed his appreciation to his family for their love and support. Councilman Wood stated he was excited to again work with the fine staff, Council and citizens of Smithfield. He expressed his appreciation to Councilman Ashley for being a mentor during his first term.
- Mayor Moore congratulated Mayor Pro-Tem Dunn, Councilman Rabil and Councilman Wood. He stated he was excited to work with the Council individually and collectively as a group to move Smithfield forward. Mayor Moore stated he has enjoyed serving the citizens of Smithfield for the past 20 years. He expressed his appreciation to his family and to his campaign manager, his mother, for their support. Mayor Moore expressed his appreciation to Councilman Ashley for his leadership and legal mindset stating Councilman Ashley would be missed. Mayor Moore encouraged the citizens to get involved in the community. He stated the Town was on the verge of growth and it needed to be prepared for that growth. He expressed his appreciation to all the families in attendance.

Town Manager's Report:

Town Manager Michael Scott gave a brief update to the Council on the following items:

- A highlight of each department's monthly activities was given to the Council
- The Town Manager expressed his appreciation to the Town Council for all their hard work. He also expressed his appreciation to all of the members of previous Town Council because their hard work has gotten the Town to where it is today. With the 2021 budget process in the near future, the Town Manager stated he would miss all the conversations he had with Emery Ashley concerning the Town's budget.
- Christmas Tree Lighting: Downtown on Thursday, December 5th at 7:00
- Grinch Run: The annual Grinch Run is scheduled for Saturday, December 7th at 9:00 am at Community Park. Bring an unwrapped toy in lieu of a fee to participate.
- Christmas Parade: The downtown Christmas Parade is scheduled for December 12th at 7:00 pm. Town Hall will be open.
- Swim with Santa: The annual Swim with Santa event at the SRAC is scheduled for December 15th from 2:00 pm to 5:00 pm.
- SYCC Party: The Children's Party at the Sarah Yard Community Center is scheduled for December 20th from 5:00 pm to 7:00 pm. Flier is attached.
- The Town Manager wished everyone a Merry Christmas and happy holidays.

Adjourn

Being no further business, Mayor Pro-Tem Dunn made a motion, seconded by Councilman Rabil to adjourn the meeting. Unanimously approved. The meeting recessed at approximately 7:36 pm. A reception was held in the Fire Station Training Room with no further business discussed or conducted.

ATTEST:

M. Andy Moore, Mayor

Shannan L. Parrish, Town Clerk



Request for Town Council Action

Consent Agenda Item: Application for Temporary Use Permit
Date: 01/07/2020

Subject: Temporary Use Permit
Department: Centenary United Methodist Church
Presented by: Planning Director, Stephen Wensman
Presentation: Consent Agenda Item

Issue Statement

The Council is being asked to allow Centenary United Methodist Church to use E. Johnston Street, Town Commons and Riverside Cemetery for an Easter reenactment.

Financial Impact

None

Action Needed

To approve the Temporary Use Permit Application

Recommendation

Staff recommends approval of the Temporary Use Permit Application

Approved: Town Manager Town Attorney

Attachments:

1. Staff Report
2. Temporary Use Permit Application
3. Schedule of Events



Staff Report

Consent
Agenda
Item: Application
for
Temporary
Use Permit

Centenary United Methodist Church would like to use E. Johnston Street, Town Commons and Riverside Cemetery for an Easter reenactment. This event will take place on April 5th, 2020. Setup will begin at 3:30 pm and end at 6:00 pm. The reenactment will take place from 4:00 pm to 6:00 pm and amplified sound will be used at that time. There will not be any food or goods sold. No trash cans have been requested. The applicant will hire an off-duty officer to provide security. **It's expected this event will draw more than 100 people in attendance.**

JALIE



Town of Smithfield
Planning Department
P.O. Box 761 or
350 East Market Street
Smithfield, NC 27577

Temporary Use Permit Application

TYPES OF EVENT

- Special Event
- Town recognized event _____
- Over 100 people in attendance
- Live Band or Amplified Sound _____
- Requires closure or blockage of Town Street
- Involves Food Trucks
- Requires Security (potential safety, security concerns)
- Involves structures larger than 200 square feet and canopies larger than 400 square feet.
- Involves Town park property
- Involves Fireworks
- Modular Office Units.
- Emergency, construction and repair residence.
- Temporary storage facility (portable storage unit)
- Sale of agricultural products grown off-site
- Sale of Fireworks
- Other (please describe) _____

<u>EASTER REENACTMENT</u>	<u>Centenary UMC</u>	<u>140 E. MARKET ST</u>
Name of Event	Location of Event (exact street address)	<u>SMITHFIELD, NC 27577</u>

Applicant name GARY RIDOUT E-mail address gridout919@gmail.com
 Address 10 BRITISH COURT SMITHFIELD Zip 27577
 Phone number 919-915-1283 Event date APRIL 5, 2020
 Event start time 4:00 p.m. Event end time 6:00 p.m.
 Event set up time 3:30 pm Event cleanup time 6:00 p.m.
 Sound amplification Hours 4:00-6:00 pm Will food or goods be sold? NO

Food Trucks if applicable — (requires valid permit for a Mobile Food Unit, NC Sales and Use Certificate, NC Department of Agriculture Permit, and/or ABC Permit, if applicable)

Security agency name & phone, if applicable: WILL HIRE AN OFF-DUTY POLICE OR DEPUTY

Will any Town property be used (i.e., streets, parks, greenways)? YES: E. JONASTON ST. TOWN COMMONS, AND THE CENTENARY

If any Town streets require closure, please list all street names. E. JONASTON STREET

Are event trash cans needed? NO How many? —

I hereby certify that the information contained in this application is true to the best of my knowledge and I further certify that this event will be conducted per all applicable local laws. I certify that I have received the attached information concerning the regulations for Temporary Uses. I certify that I have notified all adjoining property owners of the planned temporary use.

GARY RIDOUT [Signature] 12-13-19
 Applicant's Name (print) Signature Date

Planning Director: [Signature] Date: 12/17/19

Method of Payment: Cash _____ Check# _____ Credit Card _____ Amount \$ _____

Palm Sunday Reenactment

Centenary United Methodist Church

Sunday, April 5, 2020 4:00-6:00 pm

"Be hurled back in time to 33 A.D."

Purpose: To invigorate church members and the community by dramatically showing the suffering and resurrection of Jesus.

Location: Various locations near the church: East Johnston Street in Smithfield behind the courthouse, Sanctuary of Centenary United Methodist Church, Superior Court Room, Town Commons next to the Neuse Little Theatre, Riverside Cemetery.

Chairperson of Re-enactment: Gary Ridout

Director of Scenes: Myra Wallace

Scenes: There are five scenes. They are listed below in bold.

1. **Entry into Jerusalem (Matthew 21:1-11; Mark 11:1-11; Luke 19:28-40; John 12:12-19). East Johnston St.**
(Thirty-three cast members: Jesus, Disciples (2), Flower sellers (1 or 2), Street Preacher-1, Lepers and beggars (3-4), Soldiers (3), Youth Singers (8-10), Palm branch wavers (10))
2. **The Last Supper (Matthew 26:17-30; Mark 14:12-26; Luke 22:7-39; John 13:1-17:26). Sanctuary of Centenary United Methodist Church** (seventeen cast members: Jesus, twelve disciples, narrator, one leper-youth, two beggars-youths)
3. **The Trial ((Matthew 27:1-23; Mark 14:53-65; Luke 22:66-71, 23:1-25; John 18:12-40). Superior Court Room**
(a crowd of ten people to shout "crucify him" and eleven cast members: Jesus, Peter, Jezub, Joseph, Caiphus, Priest 1, Priest 2, Priest 3, Priest 4, two Roman soldiers)
4. **The Crucifixion (Matthew 27:27-44; Mark 15:16-32; Luke 23:26-43; John 19:16-27). Town Commons next to the Neuse Little Theatre** (eighteen cast members: Jesus, two thieves, ten roman soldiers, Mary, two disciples, one trumpeter, Soloist to sing "Were you there.....")
5. **The Empty Tomb (Matthew 28:1-10; Mark 16:1-8; Luke 24:1-8; John 20:1-13). Riverside Cemetery**
(nine cast members: three roman soldiers, Mary, two disciples, a trio of singers)

There are nine (9) committees. These are the five scene committee chairs, construction committee, marketplace committee, the animal committee, and the publicity committee. Below are the duties of each committee:

1. **Entry into Jerusalem Scene**
 - a. get approval to use Johnston Street or get a suitable location for the scene
 - b. Get actors, singers, etc for the scene
 - c. Work with the director to make sure everyone knows their part
2. **The Last Supper Scene**
 - a. Recruit cast
 - b. (last supper scene will be shown twice, people waiting to see that scene can go to the market place)
 - c. Lock church after presentation (production moves to court room and then to town commons)
3. **The Trial Scene**
 - a. Recruit cast- a crowd of ten people to shout "crucify him" and eleven cast members: Jesus, Peter, Jezub, Joseph, Caiphus, Priest 1, Priest 2, Priest 3, Priest 4, two Roman soldiers)
 - b. Make arrangements to get key to courtroom, or could have the trial in front of the courthouse.
 - c. Work with director to ensure that everyone knows their part
4. **The Crucifixion Scene**
 - a. Recruit cast
 - b. Dig hole for crosses and put up two thieves crosses
 - c. Have sound system for the seven last words
 - d. Crowd control encouraging audience to move down into the town commons
5. **The Empty Tomb Scene**

- a. Recruit cast and determine what will happen during the scene
- b. Set up tomb
- c. Crowd control to usher folks into the cemetery
- d. Decorate tomb
- e. Recruit two soldiers to stand guard at door of tomb.

6. Construction and Props Committee

- a. Set up or build props for market place
- b. Darken the sanctuary for the last supper scene?
- c. Block off the church parking lot so no cars will be in the area.
- d. Torches for soldiers

7. Market Place Committee

- a. Location is the church courtyard and/or Wesley Hall (last supper scene to be shown twice, people waiting to see that scene can go to the market place)
- b. Secure sellers of "Native Crafts" (potter, basket weaver)
- c. "Foods of Biblical times" vendors
- d. "Setting" i.e. tents, stalls
- e. Animals (goats or sheep)
- f. Anything that might get people to go through the area and to be a learning experience

8. Animal Committee

- a. Donkey or pony for Jesus
- b. Farm Animals (sheep or goats) to be located in Market Place and possibly along entry route

9. Publicity Committee

- a. Notify media about the event
- b. Publicize the event in Smithfield
- c. Take pictures of the event

Notes:

- 1. Youth will be involved as lepers/beggars, soldiers, townspeople
- 2. Children will be involved in entry scene and market place games
- 3. Singers (trio needed for singing at entry scene, last supper, and empty tomb. Soloist for crucifixion)
- 4. Recruit someone to play Jesus, the twelve disciples, ten Roman soldiers, Narrators
- 5. Produce Production
- 6. Make sure costumes are prepared and ready
- 7. Recruit ushers for sanctuary, court room, crucifixion scene, and empty tomb scene.
- 8. Lighting and sound in the sanctuary
- 9. Off-duty sheriff deputies will need to be hired during the production
- 10. Lock church after presentation (production moves to court room and then to town commons)



Request for Town Council Action

Consent
Agenda
Item:
Date: Resolution
to Accept
Public
Dedication
01/07/2020

Subject: Resolution to Accept Public Dedication of Public Right-of-Way for East River Phase 1

Department: Planning Department

Presented by: Stephen Wensman, Planning Director

Presentation: Consent Agenda

Issue Statement

To adopt Resolution 652 (01-2020) accepting public dedication of public of lands or facilities for streets, parks, and public utility lines for the East River Phase 1 subdivision

Financial Impact

None

Action Needed

Town Council approval of the Resolution accepting the public land and facilities dedication for East River Phase 1

Recommendation

Staff recommends the Town Council approve Resolution 652 (01-2020) accepting the public land and facilities dedication for East River Phase 1

Approved: Town Manager Town Attorney

Attachments:

1. Staff Report
2. Resolution 652 (01-2020)
3. East River Phase 1 Final Plat



Staff Report

Consent
Agenda
Item: Resolution
to Accept
Public
Dedication

Overview:

G.S. 160A-374 authorizes the Town Council to accept by resolution any dedication made to the public of land or facilities for streets, parks, public utility lines, or other public purposes, when the lands or facilities are located within its subdivision-regulation jurisdiction. The **Town’s Unified Development Ordinance, Article 10, Section 10.116.2** requires all offers of public dedication to be accepted by resolution:

SECTION 10.116 EFFECT OF PLAT APPROVAL ON DEDICATIONS AND ACCEPTANCES.

10.116.1. Plat Approval Shall Not Constitute Acceptance.

Pursuant to NCGS 160A-374, the approval of a plat shall not be deemed to constitute or effect the acceptance by the municipality or public of the dedication of any street or other ground, public utility line, or other public facility shown on the plat. To be effective, all offers of dedication must be accepted by resolution.

10.116.2. Acceptance of Dedications.

10.116.2.1. At the time of submittal of a preliminary plat with streets, utilities, or other proposed to be dedicated for acceptance by the Town as public, the Town Council will decide if it will approve the dedication, subject to the street(s), parks, utilities, sidewalks, or other complying with all Town requirements for acceptance. The Town of Smithfield is not obligated to accept any offer of dedication.

10.116.2.2. Acceptance of dedication will be provided by adoption of a resolution of acceptance by the Town of Smithfield Town Council.

The Town Council approved the final plat for East River Phase 1 on October 1, 2015. The final plat showed dedication of public right of way for streets and utilities and easements for public trails. This resolution will formally accept them for public dedication in accordance with G.S. 160A-374 and Section 10.116 of the UDO.

Acceptance of public dedication does not commit the Town to maintenance of the infrastructure dedicated, until the improvements are constructed, inspected for compliance with Town ordinances and standards, and accepted by the Town Council for maintenance upon recommendation from the Town Staff.

Recommendation:

Staff recommends the Town Council approve Resolution 652 (01-2020) accepting the public land and facilities dedication for East River Phase 1

RESOLUTION NO. 652 (01-2020)
RESOLUTION ACCEPTING DEDICATION TO THE PUBLIC OF
RIGHTS-OF-WAY AND EASEMENTS ON SUBDIVISION PLATS

WHEREAS, G.S. 160A-374 authorizes the Town Council to accept by resolution any dedication made to the public of land or facilities for streets, parks, public utility lines, or other public purposes, when the lands or facilities are located within its subdivision-regulation jurisdiction; and

WHEREAS, the Smithfield Town Council has acted to approve the final plat named in this resolution on October 1, 2019; and,

WHEREAS, the final plats named in this resolution contain dedication to the public of lands or facilities for streets, parks, public utility lines, or other public purposes; and

WHEREAS, the Smithfield Town Council finds that it is in the best interest of the public health, safety, and general welfare of the citizens of the Town of Smithfield to accept the offered dedication on the plats named in this resolution.

NOW, THEREFORE, BE IT RESOLVED by the Smithfield Town Council, North Carolina:

Section 1. The Town of Smithfield accepts the dedication made to the public of lands or facilities for streets, parks, public utility lines, or other public purposes offered by, shown on, or implied in the following approved subdivision plat:

East River Phase 1

Map Book 05203

Page 0208

Section 2. Acceptance of dedication of lands or facilities shall not place on the Town any duty to open, operate, repair, or maintain any street, utility line, or other land or facility except as provided by the ordinances, regulations or specific acts of the Town, or as provided by the laws of the State of North Carolina.

Section 3. Acceptance of the dedications named in this resolution shall be effective upon adoption of this resolution.

Adopted the 7th day of January, 2020 in Smithfield, North Carolina.

M. Andy Moore, Mayor

ATTEST:

Shannan L. Parrish, Town Clerk



Request for Town Council Action

Consent
Agenda Item: Police
Vehicles
Date: 01/07/2020

Subject: Purchase (7) Patrol Vehicles
Department: Police Department
Presented by: Chief R.K. Powell
Presentation: Consent Agenda

Issue Statement

The Police Department was budgeted \$200,600 for the purchase and preparation of (7) patrol vehicles. I am suggesting the agency be allowed to purchase (2) Dodge **Durango's** and (5) Dodge Chargers. The Police Department solicited quotes from Deacon Jones, Bleecker and Performance Automotive Group **for the Durango's**. All three submitted bids and the quotes are attached. The Charger Bids will be off state contract which is held by Performance Automotive as Law Enforcement Dodge Chargers are currently only available via state bid.

Financial Impact

Approved Budgeted Amount for FY 2019-2020: \$200,600

Amount of Purchase/Bid/ Contract: \$171,660

Action Needed

It is requested the Town Council approve the low quote from Performance Automotive and approve the purchase of Two (2) Dodge **Durango's** (V-6 Rear wheel drive) for the Police Department and (5) Dodge Chargers (V-6 Rear wheel drive).

Recommendation

The Police Department be allowed to purchase seven (7) Patrol Vehicles from the low quote at Performance Automotive and the State Bid.

Approved: Town Manager Town Attorney

Attachments:

1. Staff Report
2. Quotes Received



Staff Report

Consent
Agenda Police
Item: Vehicles

The following is a list of quotes received for the purchase of 2 Dodge Durango and 5 Dodge chargers for the Police Department.

Performance Automotive:	\$49,160.00	(2) vehicles	(state bid)
Deacon Jones:	\$51,204.00	(2) vehicles	
Bleecker:	\$50,544.16	(2) vehicles	
Performance Automotive (State Bid)	\$122,500	(5) Dodge Chargers	(V-6 rear wheel Drive)

2020 Dodge Durango SSV

WDDE75 - Durango 3.6L Pentastar V-6 Rear Wheel Drive

Package 2BX 3.6L V-6 RWD - Standard Features

- 3.6L V6 24V VVT Engine Upg I w/ESS
- 8 Speed Auto 8HP70 Transmission
- 265/60R18 BSW Michelin Tires
- 18X8 Painted Aluminum Rims
- Deep Tint Sunscreen
- Front & Rear Interior LED Lamps
- Heavy Duty Engine Cooling
- Integrated Voice Command w/Bluetooth
- Remote Proximity Key with Keyless Go
- Power 8-Way Driver Seat
- Power Windows/Door Locks
- Rear Load Leveling Suspension
- Cruise Control
- Tilt/Telescoping Steering Wheel

CODE	DESCRIPTION	STD / OPTION
WDDE75	Dodge Durango Special Service	STD
AHV	Special Service Group	STD
*K7	Cloth Low-Back Bucket Seats	STD
LNQ	Spot Lamp Wiring Prep	STD
CFN	2nd Row 60/40 Folding Seat	STD
ERB	3.6L V6 24V VVT Engine Upg I w/ESS	STD
AHX	Trailer Tow Group IV	Option
MDA	Front License Bracket	STD
XAC	Factory Installed Parkview Camera	STD

Pw7 Bright White Clear Coat

***** MUST INCLUDE 4 KEY FOBS *****

5YR/100,000 MILE POWER TRAIN WARRANTY

AHX

DELETE: Trailer Tow Group IV

NUMBER OF VEHICLES = 1

VEHICLE PRICE = \$ 24,580

TOTAL BID QUOTE = \$ 24,580

PERFORMANCE CDJR
 605 WATSON LN
 CLINTON NC 28328
 GENE DANIELZ
 910-592-5337

2020 Dodge Durango SSV

WDDE75 - Durango 3.6L Pentastar V-6 Rear Wheel Drive

Package 2BX 3.6L V-6 RWD - Standard Features

3.6L V6 24V VVT Engine Upg I w/ESS
 8 Speed Auto 8HP70 Transmission
 265/60R18 BSW Michelin Tires
 18X8 Painted Aluminum Rims
 Deep Tint Sunscreen
 Front & Rear Interior LED Lamps
 Heavy Duty Engine Cooling
 Integrated Voice Command w/Bluetooth
 Remote Proximity Key with Keyless Go
 Power 8-Way Driver Seat
 Power Windows/Door Locks
 Rear Load Leveling Suspension
 Cruise Control
 Tilt/Telescoping Steering Wheel

CODE	DESCRIPTION	STD / OPTION
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AHV	Special Service Group	STD
*K7	Cloth Low-Back Bucket Seats	STD
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ERB	3.6L V6 24V VVT Engine Upg I w/ESS	STD
AHX	Trailer Tow Group IV	Option
MDA	Front License Bracket	STD
XAC	Factory Installed Parkview Camera	STD

Pw7 Bright White Clear Coat

***** MUST INCLUDE 4 KEY FOBS *****
 5YR/100,000 MILE POWER TRAIN WARRANTY

AHX DELETE: Trailer Tow Group IV

Blecker

\$24,436.⁰⁰
prep 100.-

24,536.-
NC TAX 736.08

25,272.08

2020 Dodge Durango SSV

WDDE75 - Durango 3.6L Pentastar V-6 Rear Wheel Drive

Package 2BX 3.6L V-6 RWD - Standard Features

- 3.6L V6 24V VVT Engine Upg I w/ESS
- 8 Speed Auto 8HP70 Transmission
- 265/60R18 BSW Michelin Tires
- 18X8 Painted Aluminum Rims
- Deep Tint Sunscreen
- Front & Rear Interior LED Lamps
- Heavy Duty Engine Cooling
- Integrated Voice Command w/Bluetooth
- Remote Proximity Key with Keyless Go
- Power 8-Way Driver Seat
- Power Windows/Door Locks
- Rear Load Leveling Suspension
- Cruise Control
- Tilt/Telescoping Steering Wheel

CODE	DESCRIPTION	STD / OPTION
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*K7	Cloth Low-Back Bucket Seats	STD
LNQ	Spot Lamp Wiring Prep	STD
CFN	2nd Row 60/40 Folding Seat	STD
ERB	3.6L V6 24V VVT Engine Upg I w/ESS	STD
AHX	Trailer Tow Group IV	Option
MDA	Front License Bracket	STD
XAC	Factory Installed Parkview Camera	STD

Pw7 Bright White Clear Coat

***** MUST INCLUDE 4 KEY FOBS *****

5YR/100,000 MILE POWER TRAIN WARRANTY

AHX **DELETE: Trailer Tow Group IV**

NUMBER OF VEHICLES = 1
VEHICLE PRICE = 25,292 ⁰⁰
TOTAL BID QUOTE = 25,602 ⁰⁰

Denise Jones



Request for Town Council Action

Consent Purchase
Agenda of Fire
Item: Engine
Date: 01/07/2020

Subject: Consideration to purchase a New Fire Engine
Department: Fire Department
Presented by: Fire Chief, John Blanton
Presentation: Consent Agenda Item

Issue Statement

The Fire Department is seeking approval to purchase a 2020 Spartan/Smeal Fire Engine at a price of \$560,500.00. This Fire Engine will replace Engine 1 a 2001 American LaFrance Fire Engine.

Financial Impact

Approved Budgeted Amount for FY 2019-2020: \$565,000.00
Amount of Purchase: \$560,500.00 a savings of \$4,500.00

Action Needed

Approve a motion granting permission to proceed with the budgeted purchase of a 2020 Spartan/Smeal Fire Truck from Atlantic Coast Fire Trucks, at a cost of \$560,500.00

Recommendation

The Fire Department recommends the purchase of the 2020 Spartan/Smeal Fire Engine from Atlantic Coast Fire Trucks.

Approved: Town Manager Town Attorney

Attachments:

1. Staff Report
2. Smeal Bid
3. Pierce Bid



Staff Report

Consent Purchase
Agenda of Fire
Item: Engine

The Fire Department requests the approval of the budgeted purchase of a new 2020 Spartan/Smeal Fire Engine for the replacement of our existing 2001 Engine 1.

Bids were solicited from the following vendors, using a Department created Specification from our last Fire Engine purchased:

- Atlantic Coast Fire Trucks – Spartan/Smeal \$560,500.00
- Atlantic Emergency Solutions - Pierce \$599,047.00
- Fire Connections – E-ONE No Bid Received
- Stevens Fire Equipment – Sutphen No Bid Received

The Town of Smithfield is a member of Sourcewell (formerly NJPA), a cooperative purchasing program that allow Government Departments to purchase without competitive bidding.

Under the Town of Smithfield Purchasing Manual a Formal Bidding Process is required if the amount of purchase is over \$90,000.00 with exception to the policy (Purchases made from the United States Government or any other governmental unit or agency within the United States).

The Sourcewell program requires the vendor to pay the \$2,000.00 fee at the end of the purchase and also the pricing is 5% less. This cost is also added to the price of the truck.

Staff recommended the Spartan/Smeal Fire Truck after all the findings. The committee came to their decision, based on the facts and pricing. It was their goal to have a dependable and cost effective fire truck.

Council approved in the 2019-2020 budget for the amount of \$565,000.00, to purchase a new Fire Truck for replacement of Engine 1.



October 28, 2019

Town of Smithfield Fire Department
Attn: John Blanton, Fire Chief
111 South Fourth Street
Smithfield, North Carolina 27577

Chief John Blanton,

Thank you for allowing us the opportunity to assist you and submit our proposal for your consideration. We at Spartan Emergency Response are dedicated to providing premium fire and rescue apparatus, quality workmanship and 100% customer service and satisfaction.

Attached herein, please find the detailed bid proposal for review and evaluation. Upon review and evaluation of this proposal, we stand ready to address any questions that may arise and prepared to submit any additional information you may require.

The total price of your **Spartan / Smeal Custom Pumper** per your specifications is **\$560,500.00**. This proposal is made in conjunction with the guaranteed pricing provided for by the Purchasing Consortium Sourcewell for which Town of Smithfield, N.C. is a member. This Proposal Price reflects a Sourcewell applied discount of \$ 42,404.00.

Please note: At the Dealer's request, this proposal's pricing was approved using the applicable cost databook in effect prior to the October 1, 2019 applied Product Cost increases. Thus, this proposal's price has been guaranteed by Spartan Motors, Inc. until December 15, 2019 and Spartan Motors, Inc. reserves the right to adjust price to present applicable pricing. The adjusted price increase estimate for this Proposal is \$ 18,000.00.

The completed unit will be delivered in no more than 365 days from signing and acceptance of the purchase contract.

Once again, thank you for allowing us the opportunity to participate in this procurement process. We hope you give our proposal your favored consideration. If you have any questions or require additional information, please do not hesitate to contact me at (252) 883-1197.

Regards,

Walter Jones

Regional Sales Representatives
Atlantic Coast Fire Trucks



PROPOSAL FOR FURNISHING FIRE APPARATUS

DATE: 11/19/19

Smithfield Fire Department
111 S 4th St
Smithfield, NC 27577

The undersigned is prepared to manufacture for you, upon an order being placed by you, for final acceptance by Atlantic Emergency Solutions, Inc., at its home office in Manassas, Virginia, the apparatus and equipment herein named and for the following prices:

Table with 2 columns: Item description and Price. Includes 'One (1) Pierce Enforcer Pumper (ref. bid 1081 version 1)' for \$599,047 and '100% Prepayment discount...' for \$16,472.

Total \$ 582,575

Said apparatus and equipment are to be built and shipped in accordance with the specifications hereto attached, delays due to strikes, war or intentional conflict, failures to obtain chassis, materials, or other causes beyond our control not preventing, within about 8-9 months after receipt of this order and the acceptance thereof at our office in Manassas, VA, and to be delivered to you at the Pierce Mfg. in Appleton, WI.

The specifications herein contained shall form a part of the final contract, and are subject to changes desired by the purchaser, provided such alterations are interlined prior to the acceptance by the company of the order to purchase, and provided such alterations do not materially affect the cost of the construction of the apparatus.

The proposal for fire apparatus conforms with all Federal Department of Transportation (DOT) rules and regulations in effect at this time of bid, and with all National Fire Protection Association (NFPA) Guidelines for Automotive Fire Apparatus as published at the time of bid, except as modified by customer specifications. Any increased costs incurred by first party because of future changes in or additions to said DOT or NFPA standards will be passed along to the customers as an addition to the price set forth above.

Unless accepted within 30 days from date, the right is reserved to withdraw this proposition.

Atlantic Emergency Solutions, Inc.

By: [Signature]
AUTHORIZED SALES REPRESENTATIVE
Blake Huff





Request for Town Council Action

Consent
Agenda
Item: Copy
Machine
Contract
Date: 01/07/2020

Subject: Approve New Copy Machine Contract
Department: Finance
Presented by: Greg Siler
Presentation: Consent Agenda

Issue Statement

The Town's current copy machine contract for all departments has expired. The Finance Department requests the Council approve a new, five-year contract with Office Value, Inc.

Financial Impact

\$17,667 annually, to be split evenly between three budget funds. This is a savings of \$16,963 annually, based on current costs.

Action Needed

Approve copy machine contract with Office Value, Inc for 60 months.

Recommendation

Approve copy machine contract with Office Value, Inc for 60 months.

Approved: Town Manager Town Attorney

Attachments:

1. Staff Report
2. Quotes Received
3. Contract with Office Value, Inc.



Staff Report

Agenda
Item: Copy
Machine
Contract

The Town of Smithfield's copier service contract with Toshiba ended June 30, 2019. Copier cost under this contract average \$34,000 annually for the Town. Numerous concerns have been expressed from staff regarding number of maintenance calls and repair time. As a result, price quotes were solicited from other copier service providers. Office Value, Inc. is the lowest bidder at .015 for black and white copies and .059 for color copies (price comparison sheet is included). Office Value, Inc. pricing is based solely on price per copy. There is no separate charge for equipment or toner cost and Office Value, Inc., had excellent **references from two customers with up to 20 years of business relationship.** Office Value's proposal is estimated to save the Town about \$17,000 annually.

COPIER QUOTES

ALL PRICES BASED ON LAST 12 MONTHS OF COPIER USAGE OR 359,093 BW COPIES AND 191,196 COLOR

	TOSHIBA (currently)	TOSHIBA	SYSTEL	CAROLINA OFFICE SYSTEMS	COECO	MPS	DIGITAL DOCUMENT
OFFICE VALUE							
BRAND	TOSHIBA	TOSHIBA	KONICA MINOLTA	XEROX	KYOCERA		XEROX
B/W	359093	0.0597	0.0299	0.0065	0.0464		0.0069
COLOR	191196	0.069	0.059	0.0495	PLUS OVERAGE 0.04		0.045
EQUIPMENT RENTAL	INCLUDED	INCLUDED	INCLUDED	18707.76	PLUS OVERAGE		13542.36
PROPERTY TAXES							
TOTAL COST	\$34,630	\$22,017	\$23,991	\$30,506	\$24,310	\$23,268	\$24,624
TONER	INCLUDED	INCLUDED	???	INCLUDED	NO	EXTRA	
LEASE TERM	60 months	60 or 48		60			
CONTACT	ROB WAGNER	WILLIAM DUBOIS	KYLE OPPENHEIM	BRENNAN ALDOUS	JACQUES PASSAILAI	THOMAS HAMM	SERVICE CALLS REQUESTED WITH NO HUMAN INVOLVEMENT
PH NUMBER	919.975.0890	910.489.2144	910.890.4617	919.452.1572	919.424.8216	252.286.5354	919.741.0814
SERVICE	WILSON	RALEIGH	DUNN	WAKE CO	614.556.0905	GOLDSBORO	5 YR REPLACEMENT WARRANTY

Town of Smithfield
Multi-Function Copier – Fixed Cost Per Copy Program
Contract

This contract entered into this the 1st day of February, 2020 and effective immediately by and between Office Value, Inc. (hereinafter called "Office Value") and Town Of Smithfield (hereinafter called "Town").

Upon completion of the contractual period, Office Value is required to provide a return carrier for the equipment at no charge to the Town.

AWARD OF CONTRACT: As provided, this contract and its award are based on the Request for Proposal received from Office Value.

OVERALL SCOPE: The Cost Per Copy Program shall commence on February 1, 2020 and terminate on February 1, 2025. Office Value shall FURNISH, DELIVER, INSTALL, and INSTRUCT IN THE USE OF, AND MAINTAIN IN SATISFACTORY OPERATING CONDITION ALL COST PER COPY EQUIPMENT. This agreement shall include all operating supplies and parts (excluding paper & staples) and all service requirements as necessary to meet the current and future volume demands generated by the Town. The Town shall compensate Office Value based entirely on a PER COPY basis which shall represent the total compensation to Office Value. This PER COPY rate shall not be increased by Office Value for the duration of this agreement; however, the rate may be decreased by Office Value during this duration. There is no minimum or maximum in this agreement. **The fixed rate for black and white copies is .015 and .059 for color copies.** All equipment from Office Value (Multi-function copiers) shall be new, not discontinued equipment and shall be networked and fax capable.

DELIVERY REQUIREMENTS: All equipment shall be delivered, installed, and operating on a scheduled basis as existing leases expires.

PAYMENT TERMS: Net 30 days. NO PREPAYMENTS. Detailed per machine billing from Office Value will be based upon the actual meter reading per the PRECEDING billing period (month, quarter etc.). Meter readings will be received by faxing, mailing, or e-mailing from Office Value. Meter readings will be performed on the LAST business day of each billing period. In the event of a holiday closing that will lap over into the succeeding month, the meter reading will be performed on the LAST business day prior to the holiday closing.

SUPPLIES/MAINTENANCE: All supplies and all parts (except paper & staples) are to be provided by Office Value. Office Value also supplies all maintenance, labor, and parts for repair and upkeep of installed units. All of these items are to be included in the price per copy quoted herein. It is imperative that Office Value maintain a high level of supplies and parts in inventory at all times in order to provide adequate, acceptable levels of service.

BACKUP UNIT: A minimum of one (1 backup) unit must be consistently available for immediate placement at any location where a unit is expected to be out of service for more than six (6) consecutive business hours (8:00 a.m. to 5:00 p.m.). Any/all backup units, as well as supplies and maintenance, are to be included in the cost per copy price quoted herein.

TRAINING REQUIREMENTS: Training for the “key operator” and other departmental personnel shall be provided within 24 hours after installation. On-going training is to be provided as needed.

SERVICE REQUEST: All maintenance requirements, including but not limited to, site visits, preventative visits, operating supplies (excluding paper & staples), repair time, drums, etc., shall be included in this agreement. The service standard response time, at a minimum, includes a phone call within an hour and a technician on site within four (4) hours from time of reporting of services needed to Office Value by the appropriate personnel. Office Value shall provide monthly or quarterly and/service reports on each machine showing response time, required maintenance, and required parts.

OWNERSHIP OF EQUIPMENT: Office Value shall maintain complete ownership of the equipment for the duration of the contract. Upon completion of the contract, Office Value shall have no more than one business week to remove all of equipment. IF Office Value fails to comply, the Town shall forward the equipment to Office Value on a “collect” basis by common or contact carrier. The Town shall exercise reasonable and appropriate insurance guarding against fire, theft, vandalism, and other acts that a reasonable owner would normally maintain.

REPLACEMENT OF FAULTY MACHINE:

The Town reserves the right to request upgrades to newer or more efficient models. Once a copier or printer has been distinguished as a faulty machine or after five service calls for the same problem within a three (3) week period, the machine shall be replaced at the discretion of the Town point of contact with the same or a superior model.

CANCELLATION AND NON-APPROPRIATION: The Town anticipates the term of the contract to be February 1, 2020 to February 1, 2025; however, the Town reserves the right to cancel the agreement at any time for cause, by giving sixty (60) days written notice. Any such cancellation will not be considered a breach of contract by Town and will not be subject to penalty payments other than removal charges. Furthermore, notwithstanding any provision of this Contract that may appear to the contrary, this Contract shall become null and void in the event that insufficient funds are appropriated by the Town in any fiscal year for payments otherwise due under this Contract. Upon such non-appropriation, this Contract shall create no further obligation on the part of this Town and this Contract shall for all purposes terminate effective the last day of the fiscal year for which appropriations were made, and there shall be no further right of action for damages or otherwise on behalf of Office Value which allegedly result from such non-appropriation. In such event, the Town shall notify Office Value at least sixty (60) days prior to the last day of the fiscal year.

ENTIRETY OF AGREEMENT:

All notices to Town Of Smithfield under this agreement shall be directed to:

Name: Greg Siler
Title: Finance Director
Address: 350 East Market Street
Smithfield, NC 27577
Phone: 919-934-2116
Fax: 919-934-1134

Billing procedure should provide at least the following:

1. One master invoice for the Town summarizing all billings for the total program population
2. Detailed backup for master invoice that identifies by department and machine number containing the following:
 - a. All models and accessories
 - b. Beginning and ending meter readings. Total copies made.
 - c. Ability to easily add machines to the duration of the contract

Town Of Smithfield

Attested by:

By: _____
Michael Scott
Town Manager

By: _____
Greg Siler
Finance Director

Office Value

Attested by:

By: _____
James D. West
President

By: _____
Anthony L. West
Sales Representative

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

By: _____
Michael Scott - Town Manager

Date: _____



Request for Town Council Action

Consent Agenda Item: Advisory Board Appointments
Date: 01/07/2020

Subject: Advisory Board Appointments
Department: General Government
Presented by: Town Clerk - Shannan Parrish
Presentation: Consent Agenda

Issue Statement

The Town Council is asked to consider a new appointment to the Public Library of Johnston County and Smithfield's Library Board of Trustees

Financial Impact

N/A

Action Needed

The Town Council is asked to consider and approve the appointment of Jane Shipman to the Public Library of Johnston County and Smithfield's Library Board of Trustees

Recommendation

Staff recommends approval of these appointments.

Approved: Town Manager Town Attorney

Attachments:

1. Staff Report
2. Jane Shipman – Board Application



Staff Report

Consent Advisory
Agenda Board
Item Appointments

Library Board of Trustees

Jane Shipman has submitted an application for consideration to be appointed to serve a first term (3 years) on the Library Board of Trustees representing the Town of Smithfield

Current Board vacancies are as follows:

- Appearance Commission – 3 positions
- Board of Adjustment – 3 In Town positions
- Parks and Recreation Advisory Commission – 1 position



Town of Smithfield
Board, Commission, or Committee
Application

Name: Shipman Jane

Home Address: 610 S. Third St. Smithfield, NC 27577

Business Name & Address: retired teacher

Telephone Numbers: (Home) 252-423-0954 (Mobile) jshippy720@gmail.com (Email)

Please check the Board(s) that you wish to serve on:

Form with checkboxes for various boards: Appearance Commission, Board of Adjustment In Town Resident, Board of Adjustment ETJ Member, Historic Properties Commission, Library Board of Directors, Parks/Recreation Advisory Commission, Planning Board In-Town Resident, Planning Board ETJ Resident, Other.

Interests & Skills: reading, travel, hiking, knitting and other crafts
Communication: written & oral, public speaking

Circle highest level of education completed: (High School) 10 11 12 GED College 1 2 3 4 5 6

Recent Job Experiences: 2014-2016 teaching in the Lyceum program at New Hanover High School, Wilmington

Civic or Service Organization Experience: volunteer with Outer Banks Hotline

Town Boards previously served on and year(s) served: none

Please list any other Boards/Commissions/Committees on which you currently serve: none

Why are you interested in serving on this Board/Commission/Committee? I'm a reader, a learner... being on the Library Board will offer an avenue to help make reading and learning more accessible for all Johnston County residents.

Affirmation of Eligibility:

Has any formal charge of professional misconduct, criminal misdemeanor or felony ever been filed against you in any jurisdiction?

Yes No If yes, please explain disposition: _____

Is there any conflict of interest or other matter that would create problems or prevent you from fairly and impartially discharging your duties as an appointee of the Smithfield Town Council? Yes No If yes, please explain: _____

I understand this application is public record and I certify that the facts contained in this application are true and correct to the best of my knowledge. I authorize and consent to background checks and to the investigation and verification of all statements contained herein as deemed appropriate and if necessary. I further authorize all information concerning my qualifications to be investigated and release all parties from all liability for any damages that may result from this investigation. I understand and agree that any misstatement may be cause for my removal from any Board/Commission/Committee. I understand regular attendance to any Council Board/Commission/Committee is important and, accordingly, I further understand that if my attendance is less than the standards established for any such body that this is cause for removal. Lacking any written standards for attendance by any Board/Commission/Committee, it is expected that I will attend at least 75% of all meetings during any one calendar year to maintain my seat on any Board/Commission/Committee to which I may be appointed. This form will remain on file in the Office of the Town Clerk and requests for updates will be sought prior to any consideration for reappointment (or future appointment) to any Board/Commission/Committee.

Printed Name: Jane C. Shipman

Signature: Jane C. Shipman Date: 12/20/19

Return completed for to:
Shannan Parrish
Town Clerk
P. O. Box 761
Smithfield, North Carolina 27577
Phone: (919) 934-2116 Fax: (919) 989-8937 E-Mail: shannan.parrish@smithfield-nc.com

Applicants are required to be a resident of the Town of Smithfield for In-Town positions and within the Town's ETJ for ETJ positions

Business Items

the study. The first author (SM) was the primary investigator and was responsible for the design, data collection, data analysis and writing of the manuscript. The second author (MM) was responsible for the design, data collection, data analysis and writing of the manuscript. The third author (MM) was responsible for the design, data collection, data analysis and writing of the manuscript.

2. Methods

2.1. Design

The study was a descriptive study that aimed to explore the experiences of nurses working in the intensive care unit (ICU) in a tertiary care hospital.

2.2. Participants

The study was conducted in a tertiary care hospital in a large city in Iran. The ICU was a 24-hour unit with 12 beds. The study was conducted over a period of 12 weeks. The participants were nurses who were working in the ICU for at least 5 years. The sample size was determined based on the study's objectives and the expected range of responses.

2.3. Data collection

The data were collected through semi-structured interviews. The interviews were conducted in a private room in the ICU. The interviews lasted approximately 30 minutes. The interviews were audio-taped and lasted approximately 30 minutes. The interviews were conducted in a private room in the ICU.

2.4. Data analysis

The data were analysed using content analysis. The content analysis was conducted in a private room in the ICU. The content analysis was conducted in a private room in the ICU. The content analysis was conducted in a private room in the ICU.

2.5. Ethical approval

The study was approved by the ethics committee of the hospital. The participants gave their informed consent before participating in the study.

2.6. Results

The results of the study are presented in Table 1. The results show that the most common experience of nurses working in the ICU is the high workload. Other common experiences include the high level of stress, the high level of responsibility, and the high level of patient care.

2.7. Discussion

The findings of this study are consistent with previous research on the experiences of nurses working in the ICU. The high workload, high level of stress, high level of responsibility, and high level of patient care are all common experiences of nurses working in the ICU.

2.8. Conclusion

The study concludes that nurses working in the ICU experience a high workload, high level of stress, high level of responsibility, and high level of patient care.



Request for Town Council Action

Business
Item: S-19-02
Date: 01/07/2020

Subject: Oakfield Towns Preliminary Subdivision
Department: Planning
Presented by: Stephen Wensman, Planning Director
Presentation: Business Item

Issue Statement

Adams and Hodge Engineering, PC is requesting a Preliminary Subdivision Plat for Oakfield Towns, a proposed 17-lot attached single-family townhouse development on 1.72 acres of land.

Financial Impact

The development will be served by Town utilities and the Town will receive property taxes.

Action Needed

To review the Preliminary Subdivision Plat and make a decision to approve, approve with conditions or deny.

Recommendation

Planning Staff and the Planning Board recommend approval of the S-19-02 with conditions.

Approved: Town Manager Town Attorney

Attachments:

1. Staff report
2. Application
3. Preliminary Plat and Plans
4. Map



Staff Report

Business S-19-
Item: 02

Application Number: S-19-02
Project Name: Oakfield Towns Preliminary Plat
TAX ID numbers: 15J10032D and 15J10032E
NCPin numbers: 168206-48-5825 and 168206-48-5714
Town Limits/ETJ: Town Limits
Applicant: Adams and Hodge Engineering, PC
Property Owner: Brightleaf Development Partners, LLC
Agents: None

LOCATION: 3276 and 3292 US Highway 301, approximately 305 feet southwest of Galilee Road on the north side of US Highway 301

REQUEST: Adams and Hodge Engineering, PC is requesting a Preliminary Subdivision Plat for Oakfield Towns, a proposed 17-lot single-family attached residential townhouse development on 1.72 acres of land in the B-3 (Highway Entranceway Business District).

SITE/DEVELOPMENT DATA:

Address: 3276 and 3292 US Highway 301
Tax IDs: 15J10032D and 15J10032E
Acreage: 0.586 and 1.14 acres (1.72 acres)
Present Zoning: B-3 with RZ-19-02
Existing Uses: Single-Family Detached Residential
Proposed Use: Single-family Attached Residential Townhouse (Multi-Family)
Fire Protection: Town of Smithfield
School Impacts: Potentially adding students to the schools.
Parks and Recreation: Subject to park dedication fees in lieu funds
Access: US Highway 301
Water Provider: Town of Smithfield
Sewer Provider: Town of Smithfield
Electric Provider: Duke Energy

ADJACENT ZONING AND LAND USES:

	Exiting Zoning	Existing Use:
North-East	B-3 & R-20A	Manufacturing/ Business/Single-Family Residential
South-East	RMH	Mobile Home Development

North-West	R-20A	Institutional - Johnston County Bus Garage
South-West:	R-20A	Single-Family Residential

EXISTING CONDITIONS:

The development parcel is comprised of two single-family residential lots, 0.586 and 1.14 acres in size. The structures on these lots will be removed with the development of the site. The property gently slopes away from S. Brightleaf Boulevard (US Highway 301). A drainage ditch runs along the front of the property within Brightleaf Boulevard (NCDOT) right-of-way. Duke Energy maintains overhead electric lines within the NCDOT right-of-way. There is an overhead electric line that crosses the front corner of the development site to a power pole located near the west property line. The rear half of the lot is covered with trees; however, the size and quantity of trees is unknown (no tree preservation survey has been provided).

Along the southwest property line of the development site there existing single-family residential structure that is situated near the side property line

The development site is also adjacent to a single-family residential property to the north-east. The single-family home on this property is approximately five feet from the shared property line.

There are no known wetlands on site and the development site is not within a flood zone.

REZONING AND SPECIAL USE:

Prior to any approval of the preliminary plat, the property will need to be rezoned appropriately. Application RZ-19-02 proposes to rezone the development site from R-20A to B-3 (application RZ-19-02). Also, after being rezoned to B-3, a special use permit is required to allow multi-family development within the B-3 zoning district.

PRELIMINARY PLAT/PLANS ANALYSIS:

Unit Type/Density/Lot Size. The developer is proposing to construct (17) 1,224 sq. ft. attached single-family residential townhomes on 1.72 acres of land. Each of the 17 townhouse lots will be 0.03 acres in size, with the remainder of the land held in common ownership containing the parking lot, stormwater management pond, dumpster facility, clustered mailbox, sidewalks and landscaping. Each lot will have a small patio in the rear and a covered entrance and landscaping in the front. The Unified Development Ordinance (UDO) requires a minimum of 4,500 sq. ft. gross area per unit. Density Calculation:

$$1.72 \text{ acres} \times 43,560 \text{ sq. ft.} = 74,923.2 \text{ sq. ft.} / 4,500 = 16.6496 \text{ units, or } 17 \text{ units} - 17 \text{ units} / 1.72 \text{ acres} = 9.88 \text{ units per acre.}$$

Each unit will be two-stories and 32 feet in height. The ground floor of each unit will have a kitchen, half-bath, dining/family room and a bedroom/study. The upper floor of each unit will have 2 bedrooms and bathrooms. The Townhomes will be stick construction with brick cladding and siding to be determined. The roofs will have asphalt shingle siding and shingled roofs. The front and rear elevations of the townhomes are shown with horizontal articulation between units. The end walls are lack articulation or even windows. One of the end walls will face the public right-of-way.

Access and Parking. The development will be accessed by a private - HOA maintained driveway/parking lot. The access will require a NCDOT driveway permit. NCDOT has reviewed the plans and has not indicated the need for any turnlanes or other special requirements. The size of the development is such that the proposed traffic to be generated by the use does not no trigger the need for a traffic impact study. The UDO requires 2 parking stalls for each 3+ bedroom unit. For 17 (3+ bedroom) residential units, 34 parking stalls are required; the site plans indicate 40 are proposed. Adequate parking has been shown with additional parking available for guests.

Utilities. The development will be served by Town of Smithfield water and sewer. The developer will need to construct a forced main along US Highway 301 to connect to a Town manhole near Packing Plant Road. Electricity will be provided by Duke Progress Energy.

Sidewalks. The UDO requires the applicant to construct a public sidewalk along US Highway 301 with the new development. US Highway 301 is a potential alignment of Mountains to Sea Trail. NCDOT will not allow a sidewalk within the right-of-way unless there is concrete curb and gutter. The applicant is not proposing concrete curb and gutter, therefore, NCDOT requires the sidewalk be constructed in a public easement outside the NCDOT right-of-way. The applicant has shown a sidewalk, but it will need to be relocated to an easement outside the NCDOT right-of-way.

Park Dedication. According to the UDO, Section 10.112.3, at least one fifty-seventh of an acre (1/57) shall be dedicated for each dwelling unit planned or provided for in the subdivision plan. Alternatively, the Town can accept a fee in lieu of parkland. There are no Town plans for parks in this area and the applicant is proposing fee in lieu of parkland dedication. The fee in lieu will be due prior to recording the final plat, based on the number of lots in the plat.

Common Space. The proposed preliminary plat shows 6.7 acres of land to be held in common by the 17 units. The developer will need to provide Homeowners Association documents (Declaration of Covenants and Restrictions) for the ownership and maintenance of the common amenities including the parking area, sidewalks, landscaping, stormwater pond, dumpster coral, mailboxes, etc. The HOA documents will need to reviewed by the Town Attorney and recorded with the final plat.

Grading and Erosion Control. The applicant has submitted a sediment and erosion control plan with proposed grading. A sediment and erosion control permit will be required from the NCDEQ.

Stormwater Management. The applicant has submitted a stormwater management plan and is proposing to construction a stormwater management facility with the development of this site. A stormwater maintenance agreement will be executed to ensure the developer/HOA is responsible for the ongoing maintenance of the pond.

Tree Preservation. A tree preservation plan is required, but none has been yet submitted by the developer. The tree preservation plan will identify perimeter trees and significant trees that are required for preservation or mitigation.

Lighting. No lighting plan has been provided. Any lighting is required to comply with the Town's lighting requirements in the UDO.

Signs. The applicant has not proposed any entrance/development signs. Any signs will require a sign permit prior to construction and will need to comply with the UDO.

PLANNING BOARD REVIEW:

The Planning Board reviewed the application at the November 7 meeting and unanimously recommended approval (7-0 vote) with the following conditions:

1. That a special use permit be approved by the Town Council for the multi-family development.
2. That an easement be provided along the NCDOT right-of-way for a public sidewalk.
3. That the Town's stormwater management facility maintenance agreement be executed prior to final plat recordation.
4. That the HOA declarations and covenants be submitted for Town Attorney review and recorded with the final plat.
5. That a park dedication fee in lieu be paid for the 17 residential lots prior to final plat recordation in accordance with the UDO, Section 10.10.114.8.
6. That a tree preservation plan be submitted prior to construction plan approval.

PLANNING STAFF RECOMMENDATIONS:

The Planning Staff recommends approval with the following conditions:

1. That an easement be provided along the NCDOT right-of-way for a public sidewalk.
2. That the Town's stormwater management facility maintenance agreement be executed prior to final plat recordation.
3. That the HOA declarations and covenants be submitted for Town Attorney review and recorded with the final plat.
4. That a park dedication fee in lieu be paid for the 17 residential lots prior to final plat recordation in accordance with the UDO, Section 10.10.114.8.
5. That a tree preservation plan be submitted prior to construction plan approval.



Town of Smithfield

Planning Department

350 E. Market St Smithfield, NC 27577

P.O. Box 761, Smithfield, NC 27577

Phone 919-934-2116

Fax: 919-934-1134

**Preliminary Subdivision Application
General Information**

Development Name **Oakfield Towns**

Proposed Use **Townhomes**

Property Address(es) **3276 & 3292 US HWY 301, Smithfield, NC 27577**

Johnston County Property Identification Number(s) and Tax ID Number (s) for each parcel to which these guidelines will apply:

PIN# **168206-48-5825 & 168206-48-5714** TAX ID# **15J10032D & 15J10032E**

Project type? Single Family Townhouse Multi-Family Non-Residential Planned Unit Development (PUD)

2-Story Building with 17 Units

OWNER/DEVELOPER INFORMATION

Company Name **Brightleaf Development Partners, LLC** Owner/Developer Name **Todd Stutts & Will Stephenson**

Address **3120 US HWY 70 W, Smithfield, NC 27577**

Phone **919-550-4024 & 919-550-0109** Email **todd@claytonglassandmirror.com** Fax **N/A**

CONSULTANT/CONTACT PERSON FOR PLANS

Company Name **Adams & Hodge Engineering, PC** Contact Name **Donnie Adams & Amy Stencil**

Address **314 E main St., Clayton, NC 27520**

Phone **919-243-1332** Email **donnie@adamsandhodge.com** Fax **N/A**

DEVELOPMENT TYPE AND SITE DATE TABLE (Applicable to all developments)

ZONING INFORMATION

Zoning District(s) **Existing R-20A/Proposed B-3**

If more than one district, provide the acreage of each:

Overlay District? Yes No

Inside City Limits? Yes No

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File Number: _____ Date Submitted: _____ Date Received: _____ Amount Paid: _____



Project Narrative

As part of a complete application, a written project narrative that provides detailed information regarding your proposal must be included. On a separate sheet of paper, please address each of the lettered items listed below (answers must be submitted in both hard copy and electronic copy using the Adobe .PDF or MS Word .DOCX file formats):

- a) A listing of contact information including name(s), address(es) and phone number(s) of: the owner of record, authorized agents or representatives, engineer, surveyor, and any other relevant associates;
- b) A listing of the following site data: Address, current zoning, parcel size in acres and square feet, property identification number(s) (PIN), and current legal description(s);
- c) A listing of general information including: the proposed name of the subdivision, the number of proposed lots, acreage dedicated for open space or public use, acreage dedicated within rights of way;
- d) A narrative explaining the intent of the project and/or your original or revised vision for the finished product;
- e) A statement showing the proposed density of the project with the method of calculating said density shown;
- f) Discuss proposed infrastructure improvements and phasing thereof (i.e. proposed roadways, sewer systems, water systems, sidewalks/trails, parking, etc.) necessary to serve the subdivision;
- g) A narrative addressing concerns/issues raised by neighboring properties (discussing your proposal with the neighboring land owners is recommended to get a sense of what issues may arise as your application is processed);
- h) A description of how conflicts with nearby land uses (livability, value, potential future development, etc.) and/or disturbances to wetlands or natural areas are being avoided or mitigated;
- i) Provide justification that the proposal will not place an excessive burden on roads (traffic), sewage, water supply, parks, schools, fire, police, or other public facilities/services (including traffic flows) in the area;
- j) A description of proposed parks and/or open space. Please include a brief statement on the proposed ownership and maintenance of said areas;
- k) A proposed development schedule indicating the approximate date when construction of the project, or stages of the same, can be expected to begin and be completed (including the proposed phasing of construction of public improvements and recreational and common space areas).

Project Narrative

- a) *A listing of contact information including name(s), address(es), and phone number(s) of : the owner of record, authorized agents or representatives, engineer, surveyor, and any other relevant associates;*

Owner: (Current)

Todd Stutts & Will Stephenson
Brightleaf Development Partners, LLC
3210 Hwy 70 W
Smithfield, NC 27577
919-550-0109

Engineer

Adams & Hodge Engineering, PC
314 E. Main St.
Clayton, NC 27520
919-243-1332
donnie@adamsandhodge.com or amy@adamsandhodge.com

- b) *A listing of the following site data: Address, current zoning, parcel size in acres and square feet, property identification number(s) (PIN), and current legal description(s);*

Address:

3276 & 3292 US HWY 301
Smithfield, NC 27577

Zoning

Existing Zoning: R-20A
Proposed Zoning: B-3

Parcel Area

1.72 acres
74,879.64 sf

NC PIN/TAG

168206-48-5825 / 15J10032D
168206-48-5714 / 15J10032E

EXHIBIT A

TRACT ONE:

Johnston County Tax Parcel ID: 15J10032E

BEING a house and lot located on the west side of Hwy No. 301, in Smithfield Township, Johnston County, North Carolina, and being the same property conveyed to Raymond Milton Williford and wife, Gladys Ruth Williford, by James W. Benson and wife, Dorothy B. Benson by deed dated May 18, 1959, and recorded in Book 575, page 555, Johnston County Registry and being more particularly described as follows: **BEGINNING** at a stake on US Highway No. 301, center of Lots Nos. 17 and 18 and runs with the line of said lots and beyond North 35 degrees 45 minutes West 500 feet to a stake in the Thompson line; thence with said line North 57 degrees 15 minutes East 50 feet to a stake in the original line, the line between Lots No. 40 and 41; thence with said original line and the line between Lots Nos. 18 and 19 South 35 degrees 45 minutes East 500 feet to a stake on Highway 301; thence said Highway No. 301 South 57 degrees 15 minutes West 50 feet to the **BEGINNING** and being all of Lot No. 18 and a part of Lot No. 41 as shown on plat recorded in Plat Book 3, page 15, Johnston County Registry.

TRACT TWO:

Johnston County Tax Parcel ID: 15J10032D

BEING a house and lot located on the West side of US Highway 301 about three miles Southwest of the Town of Smithfield and being the same property conveyed by J. L. Sugg and wife, Eva Sugg, to C.R. Cable by deed dated August 13, 1948, and recorded in Book 460, page 224, Johnston County Registry and being more particularly described as follows: **BEGINNING** at a stake on US Highway 301, a corner between Lot Nos. 18 and 19, runs as the line of said lots and past the corner North 35 degrees 45 minutes West 500 feet to a stake in L.T. Thompson's line; thence as his line North 57 degrees 15 minutes East 100 feet to a stake in said line and in the original line between Lots 39 and 40; thence as the line of said lots and past the corner and with the line between Lots No. 20 and 21, South 35 degrees 45 minutes East 500 feet to a stake on Highway 301; thence as said Highway South 57 degrees 15 minutes West 100 feet to the **BEGINNING** and being all of Lot Nos. 19 and 20 of the Subdivision of the Leon G. Stevens Farm known as the Wellons or James Lands and shown by plat in Plat Book 3, page 15, of the Johnston County Registry.

- c) *A narrative explaining the intent of the project and/or your original or revised vision for the finished product;*

The proposed townhome project involves rezoning approximately 1.72 acs of land from R-20A residential to B-3 commercial, obtaining a special use permit to develop the property with 17 two story townhome units totaling 12,699sf of conditioned space. The townhomes will be constructed with associated utilities, parking, walks and landscaping. All proposed improvements will either meet or exceed the requirements set forth in the Town of Smithfield Unified Development Ordinance.

- d) *A statement showing the proposed density of the project with the method of calculation said density shown;*

The proposed density of the development is slightly less than 10 units per acre.

$$\frac{17 \text{ units}}{1.72 \text{ acres}} = 9.88 \text{ units/ac}$$

- e) *Discuss proposed infrastructure improvements and phasing thereof (i.e. proposed roadways, sewer systems, water systems, sidewalks/trails, parking, etc.) necessary to serve the subdivision;*

Water, sewer and electrical services already exist in the US301S right-of-way. Extensions of utilities into the site will be required. Storm water will be addressed on site by a stormwater management facility. Access to the site will accommodate both pedestrians and vehicles from US301S. Internal, pedestrian circulation between the units, parking, mailboxes and trash corral will be made possible by concrete walks.

- f) *A narrative addressing concerns/issues raised by neighboring properties (discussing your proposal with the neighboring landowners is recommended to get a sense of what issues may arise as your application is processed);*

As of this writing no dialog has occurred with neighboring properties. As part of the rezoning special use permit process a public hearing(s) will be conducted. Information will be submitted after the hearing(s) have taken place.

- g) *A description of how conflicts with nearby land uses (livability, value, potential future development, etc.) and/or disturbances to wetlands or natural areas are being avoided or mitigated;*

Potential conflicts with nearby land uses are being minimized by building setbacks, buffers, vegetative screening and landscaping. Only the minimum existing vegetation will be cleared in order to construct the townhomes so as to further minimize impacts.

There are no known wetlands on the property, however, if wetlands are encountered, they will be avoided in order to minimize impacts.

- h) Provide justification that the proposal will not place an excessive burden on roads (traffic), sewage, water supply, parks, schools, fire, police, or other public facilities/services (including traffic flows) in the area.*

The traffic generated by the 17-unit townhome development should not significantly impact the traffic carrying capacity of US301. The units will generate far fewer trips per day than the minimal 800 trip/day that would require traffic impact analysis. There is existing water and sewer capacity to accommodate the 17 townhome units. Police and fire are already being provided since the property is already located within the city limits of Smithfield. Parks and recreation facilities will receive little impact due to the size of development. What recreation impact created will be offset by a recreation fee in lieu of the town of Smithfield.

- i) A description of proposed parks and/or open space. Please include a brief statement on the proposed ownership and maintenance of said areas.*

There are no onsite recreation facilities or open space incorporated into the development. A fee in lieu of recreation facilities will be made to the Town of Smithfield as set forth in the UDO.

- j) A proposed development schedule indicating the approximate date when construction of the project, or stages of the same, can be expected to begin and be completed (including the proposed phasing of construction of public improvements and recreational and common space areas).*

October 2019 – Submit application for rezoning and special use
November 2019 – Planning Board Meeting for rezoning and special use permit
December 2019 – Town Council meeting for rezoning and special use permit
January 2020 – Submit plans for site plan approval
March 2020 – Review and Permit
April 2020 – Bid Project
May 2020 – Begin construction
December 2020 – Final Plat

STORMWATER INFORMATION

Existing Impervious Surface <u>0.235 ac / 10,244 SF</u> acres/sf	Flood Hazard Area <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Proposed Impervious Surface <u>0.87 ac / 37,700.17</u> acres/sf	Neuse River Buffer <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Watershed protection Area Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Wetlands <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

If in a Flood Hazard Area, provide the FEMA Map Panel # and Base Flood Elevation

NUMBER OF LOTS AND DENSITY

Total # of Single Family Lots	Overall Unit(s)/Acre Densities Per Zoning Districts <u>9.8</u> Units/acre
Total # of Townhouse Lots <u>17</u> lots	Acreage in active open space
Total # of All Lots <u>17</u> lots	Acreage in passive open space <u>0.66 AC / 28,612.92 SF</u>

SIGNATURE BLOCK (Applicable to all developments)

In filing this plan as the property owner(s), I/we do hereby agree and firmly bind ourselves, my/our heirs, executors, administrators, successors and assigns jointly and severally to construct all improvements and make all dedications as shown on this proposed subdivision plan as approved by the Town.

I hereby designate Adams & Hodge Engineering, PC to serve as my agent regarding this application, to receive and respond to administrative comments, to resubmit plans on my behalf, and to represent me in any public meeting regarding this application.

I/we have read, acknowledge, and affirm that this project is conforming to all application requirements applicable with the proposed development use.

Signature  Date 10/2/19

Signature  Date 10/2/19

REVIEW FEES

- Major Subdivision (Submit 7 paper copies & 1 Digital copy on CD) \$250.00 + \$5.00 a lot \$255.00 minimum
- Minor Subdivision (Submit 4 paper copies & 1 Digital copy on CD) \$50.00 + \$5.00 a lot \$55.00 minimum
- Recombination Plat (Submit 2 paper copies & 1 Digital copy on CD) \$50.00

FOR OFFICE USE ONLY

File Number: _____ Date Submitted: _____ Date Received: _____ Amount Paid: _____

INFORMATION TO BE PROVIDED ON PRELIMINARY AND FINAL PLATS.

The preliminary and final plats shall depict or contain the information indicated in the following table. An "X" indicates that the information is required.

Information	Preliminary Plat	Final Plat
Vicinity map (6" W x 4" H) showing location of subdivision in relation to neighboring tracts, subdivision, roads, and waterways (to include streets and lots of adjacent developed or platted properties). Also include corporate limits, Town boundaries, county lines if on or near subdivision tract.	X	
Boundaries of tract and portion to be subdivided, including total acreage to be subdivided, distinctly and accurately represented with all bearings and distances shown.	X	X
Proposed street layout and right-of-way width, lot layout and size of each lot. Number lots consecutively throughout the subdivision.	X	X
Name of proposed subdivision.	X	X
Statement from the Johnston County Health Department that a copy of the sketch plan has been submitted to them, if septic tanks or other onsite water or wastewater systems are to be used in the subdivision, AND/OR statement from the County Public Utilities that application has been made for public water and/or sewer permits.	X	
Graphic scale.	X	X
North arrow and orientation.	X	X
Concurrent with submission of the Preliminary Plat to the Town, the subdivider or planner shall submit copies of the Preliminary Plat and any accompanying material to any other applicable agencies concerned with new development, including, but not limited to: District Highway Engineer, County Board of Education, U.S. Army Corps of Engineers, State Department of Natural Resources and Community Development, for review and recommendation.	X	
List the proposed construction sequence.	X	
Storm water plan – see Article 10, Part VI.	X	
Show existing contour lines with no larger than five-foot contour intervals.	X	
New contour lines resulting from earth movement (shown as solid lines) with no larger than five-foot contour intervals (existing lines should be shown as dotted lines).	X	
Survey plat, date(s) survey was conducted and plat prepared, the name, address, phone number, registration number and seal of the Registered Land Surveyor.	X	X
Names, addresses, and telephone numbers of all owners, mortgagees, land planners, architects, landscape architects and professional engineers responsible for the subdivision (include registration numbers and seals, where applicable).	X	X
Date of the drawing(s) and latest revision date(s).	X	X

Information	Preliminary Plat	Final Plat
The owner's name(s) of adjoining properties and Zoning District of each parcel within 100' of the proposed site.	X	
State on plans any variance request(s).	X	
Show existing buildings or other structures, water courses, railroads, bridges, culverts, storm drains, both on the land to be subdivided and land immediately adjoining. Show wooded areas, marshes, swamps, rock outcrops, ponds or lakes, streams or stream beds and any other natural features affecting the site.	X	
The exact location of the flood hazard, floodway and floodway fringe areas from the community's FHBM or FIRM maps (FEMA). State the base flood elevation data for subdivision.	X	X
Show the minimum building setback lines for each lot.	X	X
Provide grading and landscape plans. Proposed plantings or construction of other devices to comply with the screening requirements of Article 10, Part II.	X	
Show location of all proposed entrance or subdivision signage (see Section 10.23.1).	X	
Show pump station detail including any tower, if applicable.	X	
Show area which will not be disturbed of natural vegetation (percentage of total site).	X	
Label all buffer areas, if any, and provide percentage of total site.	X	X
Show all riparian buffer areas.	X	X
Show all watershed protection and management areas per Article 10, Part VI.	X	X
Soil erosion plan.	X	
Show temporary construction access pad.	X	
Outdoor illumination with lighting fixtures and name of electricity provider.	X	
The following data concerning proposed streets:		
Streets, labeled by classification (see Town of Smithfield construction standards) and street name showing linear feet, whether curb and gutter or shoulders and swales are to be provided and indicating street paving widths, approximate grades and typical street cross-sections. Private roads in subdivisions shall also be shown and clearly labeled as such.	X	X
Traffic signage location and detail.	X	
Design engineering data for all corners and curves.	X	X
For office review; a complete site layout, including any future expansion anticipated; horizontal alignment indicating general curve data on site layout plan; vertical alignment indicated by percent grade, PI station and vertical curve length on site plan layout; the District Engineer may require the plotting of the ground profile and grade line for roads where special conditions or problems exist; typical section indicating the pavement design and width and the slopes, widths and details for either the curb and gutter or the shoulder and ditch proposed; drainage facilities and drainage.	X	

Information	Preliminary Plat	Final Plat
Type of street dedication; all streets must be designated public. (Where public streets are involved which will be dedicated to the Town, the subdivider must submit all street plans to the UDO Administrator for approval prior to preliminary plat approval).	X	X
When streets have been accepted into the municipal or the state system before lots are sold, a statement explaining the status of the street in accordance with the Town of Smithfield construction standards.	X	X
If any street is proposed to intersect with a state maintained road, a copy of the application for driveway approval as required by the Department of Transportation, Division of Highways Manual on Driveway Regulations. (1) Evidence that the subdivider has applied for such approval. (2) Evidence that the subdivider has obtained such approval.	X X X	
The location and dimensions of all:		
Utility and other easements.	X	X
Pedestrian and bicycle paths.	X	X
Areas to be dedicated to or reserved for public use.	X	X
The future ownership (dedication or reservation for public use to governmental body or for owners to duly constituted homeowners' association) of recreation and open space lands.	X	X
Required riparian and stream buffer per Article 10, Part VI.	X	X
The site/civil plans for utility layouts including:		
Sanitary sewers, invert elevations at manhole (include profiles).	X	
Storm sewers, invert elevations at manhole (include profiles).	X	
Best management practices (BMPs)	X	
Stormwater control structures	X	
Other drainage facilities, if any.	X	
Impervious surface ratios	X	
Water distribution lines, including line sizes, the location of fire hydrants, blow offs, manholes, force mains, and gate valves.	X	
Gas lines.	X	
Telephone lines.	X	
Electric lines.	X	
Plans for individual water supply and sewage disposal systems, if any.	X	
Provide site calculations including:		
Acreage in buffering/recreation/open space requirements.	X	X
Linear feet in streets and acreage.	X	X
The name and location of any property or buildings within the proposed subdivision or within any contiguous property that is located on the US Department of Interior's National Register of Historic Places.	X	X

Information	Preliminary Plat	Final Plat
Sufficient engineering data to determine readily and reproduce on the ground every straight or curved line, street line, lot line, right-of-way line, easement line, and setback line, including dimensions, bearings, or deflection angles, radii, central angles and tangent distance for the center line of curved property lines that is not the boundary line of curved streets. All dimensions shall be measured to the nearest one-tenth of a foot and all angles to the nearest minute.	X	X
The accurate locations and descriptions of all monuments, markers, and control points.	X	X
Proposed deed restrictions or covenants to be imposed upon newly created lots. Such restrictions are mandatory when private recreation areas are established. Must include statement of compliance with state, local, and federal regulations.	X	X
A copy of the erosion control plan submitted to the Regional Office of NC-DNRCD, when land disturbing activity amounts to one acre or more.	X	
All certifications required in Section 10.117.	X	X
Any other information considered by either the subdivider, UDO Administrator, Planning Board, or Town Council to be pertinent to the review of the plat.	X	X
Improvements guarantees (see Section 5.8.2.6).		X

FOR OFFICE USE ONLY			
File Number: _____	Date Submitted: _____	Date Received: _____	Amount Paid: _____

N/F
JOHNSTON COUNTY
BOARD OF EDUCATION
TAX ID 15110033
PIN 168206-49-4312

174
175
173
EXISTING
CONTOURS

DB 5263 PG 269
50111 SF
PIN 168206-48-5825
1.150 AC

DB 5263 PG 269
24783 SF
PIN 168206-48-5714
0.569 AC

N/F
WALTER LASSITER
DB 4739 PG 970
PIN 168206-48-4711
ZONING: R-20A
2.56 AC

N/F
WALTER LASSITER
TAX ID 15045026B
PIN 168206-48-7745
ZONING: B-3
0.545 AC

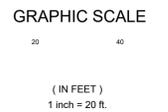
N/F
WILLIAM BRASWELL
TAX ID 15110032B
PIN 168206-48-5983
ZONING: R-20A
0.61 AC

N/F
RAINBOW
INVESTMENTS
DB 2018 PG 479
PIN 168206-48-6490
ZONING: RMH
0.33 AC

N/F
ERICA YAMILETH MATEO
ZALDIVAR
DB 3881 PG 835
PIN 168206-48-7494
ZONING: RMH
0.563 AC



- GENERAL NOTES:
- THIS PROJECT IS WITHIN THE TOWN OF SMITHFIELD UTILITY SERVICE AREA AND IS SUBJECT TO THE TOWN OF SMITHFIELD SEWER USE ORDINANCE.
 - ALL UTILITY CONSTRUCTION SHALL BE BUILT TO TOWN OF SMITHFIELD STANDARDS AND SPECIFICATIONS.
- SOURCES OF INFORMATION:
- EXISTING SURVEY AND EXISTING CONTOURS OF SITE PROVIDED BY TRUE LINE SURVEYING, P.C., 205 W. MAIN STREET, CLAYTON, NC 27520, DATED 8/28/2019.
 - PARCEL INFORMATION FROM JOHNSTON COUNTY GIS DATED 2018



REVISIONS									

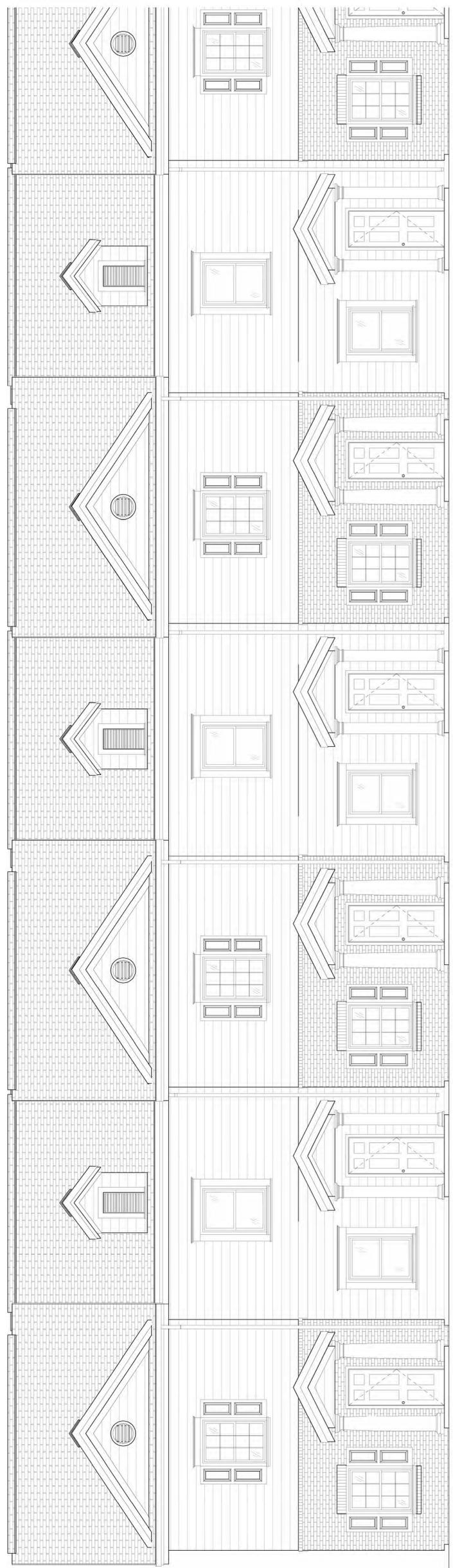
HIGHWAY 301 TOWNHOMES

TONY JOHNSON ARCHITECT
 104 N. LOMBARD ST.
 CLAYTON, NC 27520
 TONY@TONYJOHNSONARCHITECT.COM
 919-550-7717

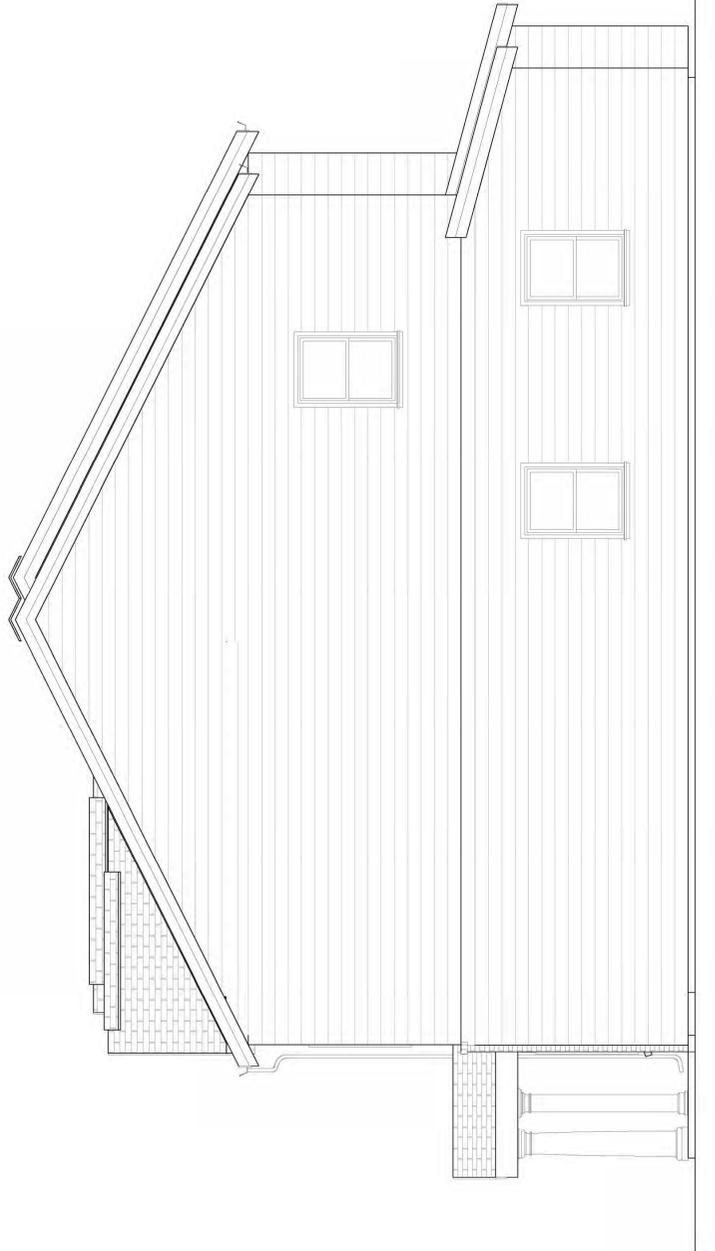


DATE 10.09.2019

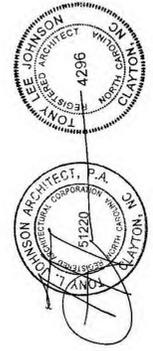
SHEET A-1



1 SOUTH ELEVATION
1/4" = 1'-0"



2 EAST ELEVATION
1/4" = 1'-0"



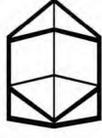
PRELIMINARY-NOT FOR CONSTRUCTION

REVISIONS									
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HIGHWAY 301 TOWNHOMES

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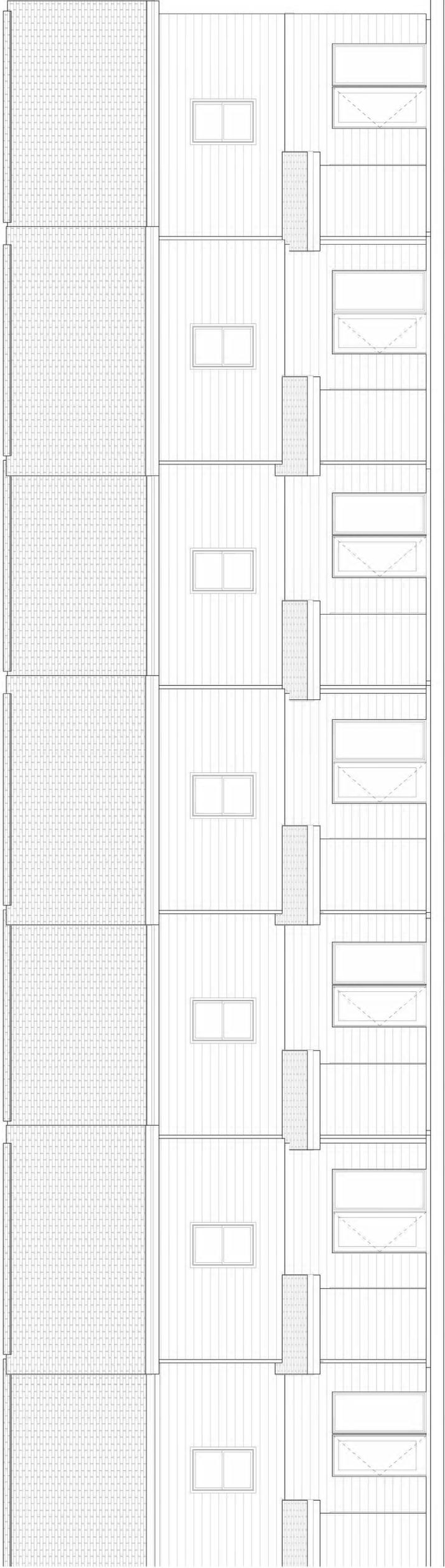
TONY JOHNSON
 ARCHITECT



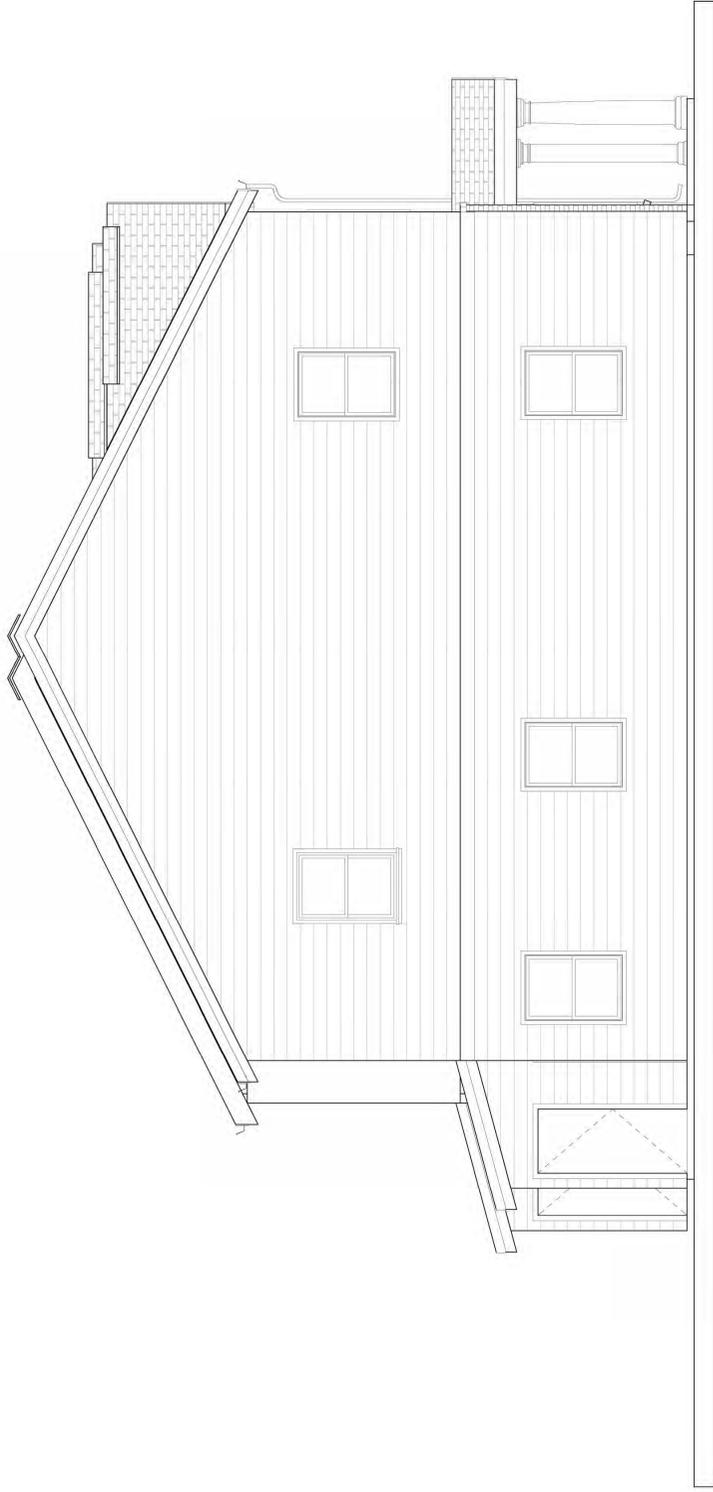
DATE 10.09.2019

SHEET

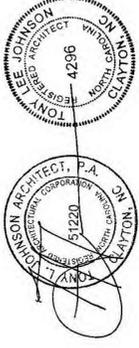
A-2



1 NORTH ELEVATION
 1/4" = 1'-0"



2 WEST ELEVATION
 1/4" = 1'-0"



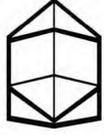
PRELIMINARY-NOT FOR CONSTRUCTION

REVISIONS									

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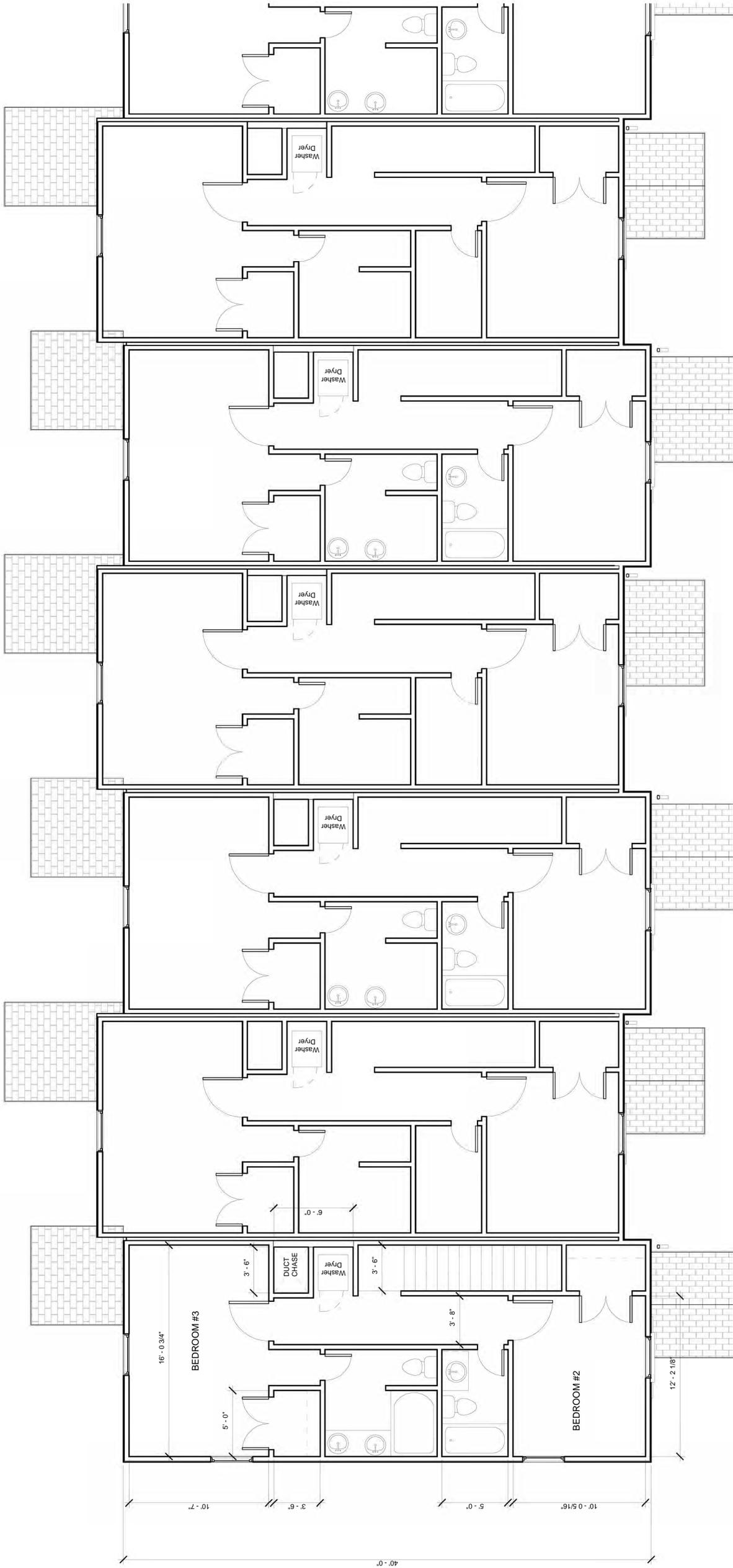
TONY JOHNSON
 ARCHITECT



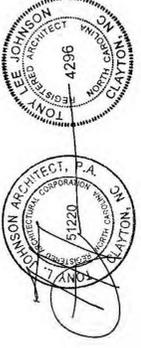
DATE 10.09.2019

SHEET

A-4



1 SECOND FLOOR PLAN
 1/4" = 1'-0"



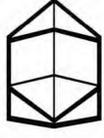
PRELIMINARY-NOT FOR CONSTRUCTION

REVISIONS									
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HIGHWAY 301 TOWNHOMES

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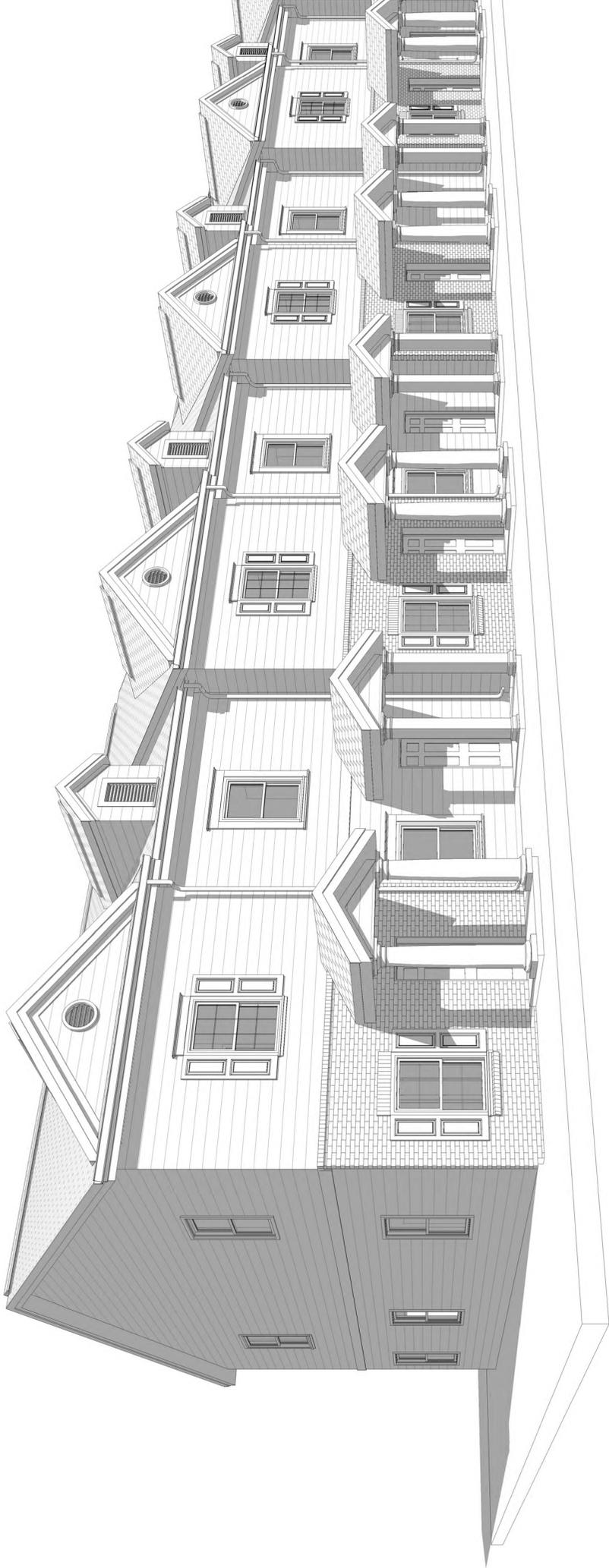
TONY JOHNSON
 ARCHITECT



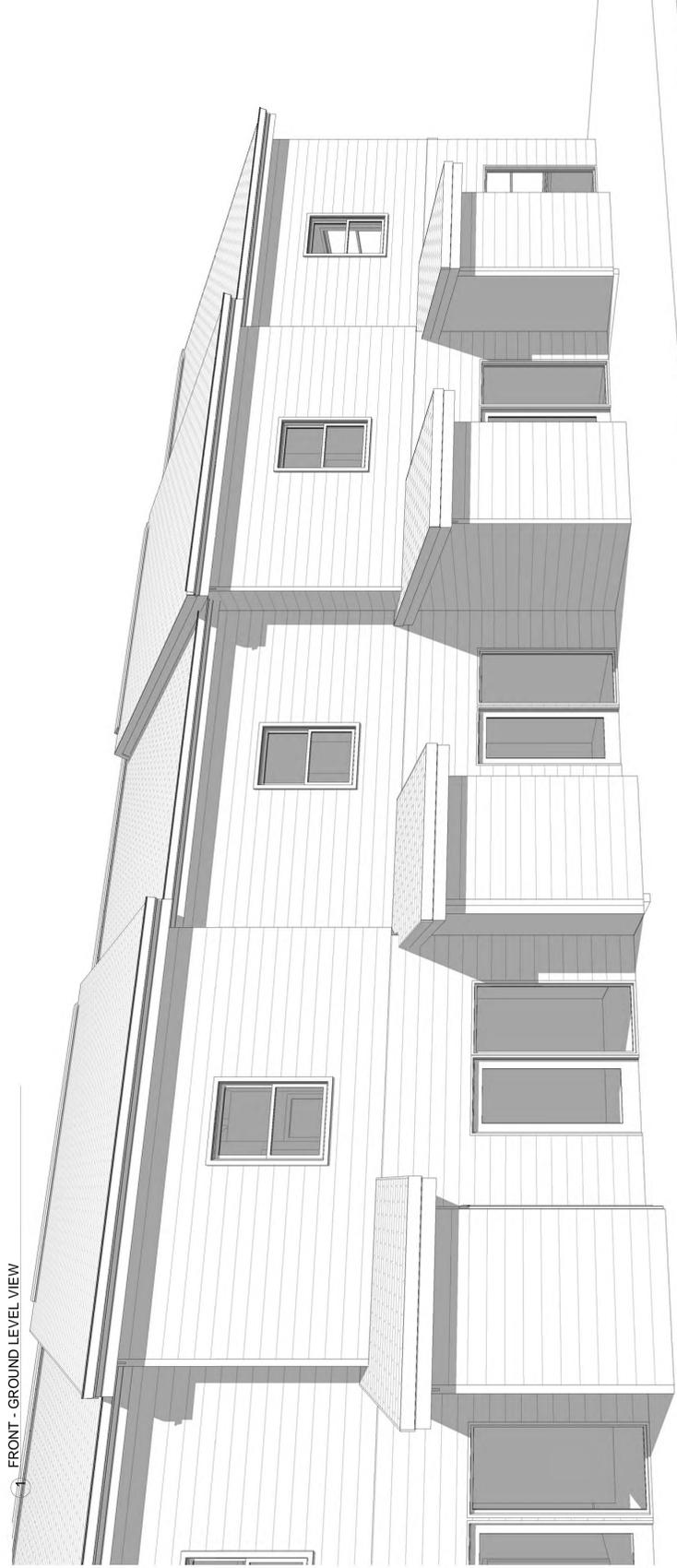
DATE 10.09.2019

SHEET

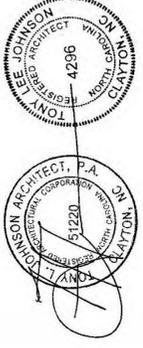
A-5



1 FRONT - GROUND LEVEL VIEW



2 REAR - GROUND LEVEL VIEW



PRELIMINARY-NOT FOR CONSTRUCTION

3200 Block of South Brightleaf Boulevard



Project Name:
Oakfield Towns

File Number:
S-19-02

Existing Zoning:
R-20A (Residential - Agricultural)

Proposed Zoning:
B-3 (Highway Entrance Business)

Property Owner:
William Stephenson

Applicant:
Adams & Hodge Engineering, PC

Location: South Brightleaf Blvd.

Tax ID# 15J10032D & 15J10032E



1 in = 100 ft
Map created by the
Mark E. Helmer, AICP
Senior Planner, GIS Specialist
on 10/29/2019



**Location of Proposed
17 Lot Subdivision**



Request for Town Council Action

Business ANX-19-
Item: 02
Date: 01/07/2020

Subject: Annexation Petition
Department: Planning & Administration
Presented by: Stephen Wensman, Planning Director
Presentation: Business Item

Issue Statement

Johnston County has petitioned the Town to annex the 25.393-acre Johnston County Detention Center site into the Town of Smithfield.

Financial Impact

Annexation will require Town to serve the County Facilities with police and fire protection and other Town services. Trash and yard pickup is not a service provided to Institutional properties.

Action Needed

The Town Council is asked adopt Resolution # 653 (02-2020) directing the Town Clerk to investigate the sufficiency of the annexation petition.

Recommendation

Adopt Resolution # 653 (02-2020)

Approved: Town Manager Town Attorney

Attachments:

1. Staff Report
2. Annexation Petition
3. Map of the Proposed site
4. Resolution #653 (02-2020)



Staff Report

Business ANX-
Item 19-02

Overview:

The Town of Smithfield received a petition to annex approximately 25.393 acres at the northwest, southwest, and to the north east of the intersection of US Highway 70 Business and Yelverton Grove Road, NC Pin#260300-67-6920.

The subject parcel is comprised of 3 detached sections:

1. 5.721 acres on the north west corner of US Highway 70 Business and Yelverton Grove Road,
2. 2.627 acres on the south west corner of US Highway 70 Business and Yelverton Grove Road, and
3. 17.836 acres located to the north east corner of US Highway 70 Business and Yelverton Grove Road.

Only the 17.836 acre section is proposed for future development of a County Detention Center; although the other sections are also included in the annexation.

Requested Action:

Per NCGS 160A-58.2, the Council must pass a resolution directing the Town Clerk to investigate the sufficiency of the petition.

160A-58.2. Public hearing. Upon receipt of a petition for annexation under this Part, the city council shall cause the city clerk to investigate the petition, and to certify the results of his investigation. If the clerk certifies that upon investigation the petition appears to be valid, the council shall fix a date for a public hearing on the annexation. Notice of the hearing shall be published once at least 10 days before the date of hearing.

At the hearing, any person residing in or owning property in the area proposed for annexation and any resident of the annexing city may appear and be heard on the questions of the sufficiency of the petition and the desirability of the annexation. If the council then finds and determines that (i) the area described in the petition meets all of the standards set out in G.S. 160A-58.1(b), (ii) the petition bears the signatures of all of the owners of real property within the area proposed for annexation (except those not required to sign by G.S. 160A-58.1(a)), (iii) the petition is otherwise valid, and (iv) the public health, safety and welfare of the inhabitants of the city and of the area proposed for annexation will be best served by the annexation, the council may adopt an ordinance annexing the area described in the petition. The ordinance may be made effective immediately or on any specified date within six months from the date of passage. (1973, c. 1173, s. 2.)

**STEPHENSON MANAGEMENT COMPANY
POST OFFICE BOX 1187
SMITHFIELD, NORTH CAROLINA 27577**

TRANSMITTAL

TO: Town of Smithfield
Smithfield, North Carolina

FROM: Jimmy Boykin – Consultant
Stephenson Management Company
Smithfield, North Carolina

On Behalf of:
Johnston County
Johnston County Jail
207 East Johnston Street
Smithfield, North Carolina 27577

DATE: December 20, 2019

RE: ANNEXATION PETITION
2879 US HIGHWAY 70 BUSINESS WEST
SMITHFIELD, NORTH CAROLINA 27577
COUNTY OF JOHNSTON

ATTN.: Mr. Stephen Wensman
Town of Smithfield Planning Department
Post Office Box 761
Smithfield, North Carolina 27577
Stephen.Wensman@smithfield-nc.com

cc: Mr. Mark Helmer
Town of Smithfield Planning Department
Mark.Helmer@smithfield-nc.com

M. Rick Hester, Johnston County Manager

- Please see attached the following Annexation Petition for the new jail site for Johnston County as follows:

- 1) Annexation Petition – Checklist
- 2) Annexation Petition – dated 12-20-19
- 3) Metes & Bounds Description
- 4) Site Plan by Moseley Architects – Sheet C1.0
- 5) Survey Plat by Jerry Ball Surveying, P.C. dated 7-18-18

PDF's as required are attached digitally. Hard copy of the petition and plans will be hand delivered.

Please review the submitted information and advise if any questions, comments or other requirements.

Best Regards,

A handwritten signature in blue ink that reads "Jimmy Boykin". The signature is written in a cursive style with a large initial "J".

Jimmy Boykin, Vice-President
Stephenson Management Company
Representing Johnston County



Town of Smithfield
 Planning Department
 350 E. Market St. Smithfield, NC 27577
 P.O. Box 761, Smithfield, NC 27577
 Phone: 919-934-2116
 Fax: 919-934-1134

Annexation Petition
 Submittal Checklist

Please include all of the following (check off). If any information is missing from the application package, you will be asked to complete the application and re-submit the petition, so please check the list below carefully before you submit:

<input type="checkbox"/>	Electronic Word document of the written metes and bounds must be e-mailed to: Stephen.Wensman@smithfield-nc.com or Mark.Helmer@smithfield-nc.com .	
<input checked="" type="checkbox"/>	Survey or Plat showing above written metes and bounds description of the property to be annexed must be submitted electronically in .pdf format, if possible.	
<input type="checkbox"/>	Copy of Approved Preliminary Site Plan or Final Site Plan showing Town Permit number (Z-__-__, etc.) or N/A	Copy of Subdivision Plat submitted for lot recording approval with Town file number (S-____-____, etc.) N/A
<input checked="" type="checkbox"/>	Projected Market Value of Development at build-out (land and improvements).	
<input checked="" type="checkbox"/>	General Annexation Area Data: Linear feet of public streets, total annexation area acreage, number of proposed residential units or square footage of commercial space, type of utility connections involved, specific land uses proposed.	
<input checked="" type="checkbox"/>	This application form completed, <u>dated</u> and <u>signed</u> by the property owner(s) and attested submitted by the deadlines.	
Required, but often missing information. Please make sure to include the following:		
<input checked="" type="checkbox"/>	Correct Parcel Identification Number(s) (PIN). Call Johnston County Geographic Information Services at 919-989-5153, if there is any question about the parcel identifier. This is very important. Please indicate if the property being requested for annexation is only a portion of an existing parcel.	
<input checked="" type="checkbox"/>	Owner's Signatures and Date of Signatures. See page 3 of this application. All real property owners must sign the application, and the <u>date of signature MUST be filled in!</u>	
<input type="checkbox"/>	Corporate Seal for property owned by a corporation. N/A	
<input checked="" type="checkbox"/>	<u>Rezoning Application</u> , if the property is currently outside Town of Smithfield.	

Annexation Petition

Submittal Deadlines

<p>Petitions for annexation are accepted by the Town of Smithfield Planning Department at any time. There is no fee required for submittal of an annexation petition. The annexation will become effective immediately upon adoption of the annexation ordinance at the scheduled public hearing unless notified otherwise by the Town Clerk.</p>				
<p>(The Town of Smithfield reserves the right to make exceptions to this general processing schedule when necessary.)</p>				
Summary Information / Metes and Bounds Descriptions				
<p>Development Project Name Johnston County Detention Center (Jail)</p>				
<p>Street Address 2879 US Highway 70 Business East</p>				
<p>Town of Smithfield Subdivision approval # (S-_____) or</p>		<p>Building Permit Transaction # _____ or</p>		<p>Site Plan approval # for multi-family (SP-_____)</p>
<p>Johnston County Property Identification Number(s) list below</p>				
<p>P.I.N. 260300-67-6920</p>		<p>P.I.N.</p>		<p>P.I.N.</p>
<p>P.I.N.</p>		<p>P.I.N.</p>		<p>P.I.N.</p>
<p>Acreeage of Annexation Site 25,393</p>			<p>Linear Feet of Public Streets within Annexation Boundaries</p>	
<p>Annexation site is requesting Town of Smithfield Water and/or Sewer</p>				
<p>Number of proposed dwelling units 600 Inmates</p>				
<p>Type of Units:</p>	<p>Single Family _____</p>	<p>Townhouse _____</p>	<p>Condo _____</p>	<p>Apartment _____</p>
<p>Building Square Footage of Non-Residential Space 117,400</p>				
<p>Specific proposed use (office, retail, warehouse, school, etc.) Jail & Administration Offices</p>				
<p>Projected market value at build-out (land and improvements) \$ 50,000,000</p>				
<p>Person to contact if there are questions about the petition</p>				
<p>Name Rick Hester, County Manager</p>				
<p>Address 207 East Johnston Street, Smithfield, North Carolina 27577</p>				
<p>Phone 919-989-5100</p>		<p>Fax # 919-989-5179</p>		<p>Email Rick.Hester@johnstonnc.com</p>

Annexation Petition

State of North Carolina, County of Johnston, Petition of Annexation of Property to the Town of Smithfield, North Carolina	
<p>Part 1 The undersigned, being all the owners of the real property described in this application respectfully request the annexation of said property to the Town of Smithfield, North Carolina. The petitioners understand and agree that all streets and utilities within the annexed area will be constructed and installed by the developer according to the Unified Development Ordinance and any utilities that must be extended to the annexed area are the responsibility of the developers or successive property owners. The property to be annexed is:</p>	
<input type="checkbox"/>	Contiguous to the present corporate limits of the Town Of Smithfield, North Carolina, or
<input checked="" type="checkbox"/>	Not Contiguous to the municipal limits of the Town of Smithfield, North Carolina, not closer to the limits of any other municipality and is located within three miles of the municipal limits of the Town of Smithfield, North Carolina (pursuant to Chapter 989 of the Sessions Law of North Carolina, 1967) <input type="checkbox"/> <input type="checkbox"/>
<p>Part 2 NC General Statutes require petitioners of both contiguous and satellite annexations to file a signed statement declaring whether vested rights have been established in accordance with G.S.160A-385.1 or 153A-344.1 for properties subject to the petition.</p>	
<p>Do you declare such vested rights for the property subject to this petition? Yes No</p>	
<p>If yes, please submit proof that vested rights have been granted by governing board. I hereby declare that my failure to disclose existence of a vested right terminates any vested right previously acquired for this property.</p>	
<p>Signed this <u>20</u> day of <u>December</u>, 20<u>19</u> by the owners of the property described in Section C.</p>	
<p>Owner's Signature(s)</p> <p>Signature <u>[Signature]</u> Date <u>12-20-19</u></p> <p>Signature <u>[Signature]</u> Date <u>12-20-19</u></p> <p>Signature _____ Date _____</p> <p>Signature _____ Date _____</p>	<p>Corporate Seal</p>
<p>Print owner name(s) and information Johnston County By</p> <p>Name <u>Rick Hester</u> Phone <u>919-989-5100</u></p> <p>Address <u>207 East Johnston Street, Smithfield, NC 27577</u></p> <p>Name <u>Ted Godwin</u> Phone <u>919-989-5100</u></p> <p>Address <u>207 East Johnston Street, Smithfield, NC 27577</u></p> <p>Name _____ Phone _____</p> <p>Address _____</p> <p>Name _____ Phone _____</p> <p>Address _____</p>	
<p>Above signature(s) attested by</p> <p>Received by the Town of Smithfield, North Carolina, this _____ day of _____, 20____, at a Council meeting duly held.</p> <p>Signature of Town Clerk _____</p>	

PROPERTY DESCRIPTION
PARCEL 15L11011
COUNTY OF JOHNSTON
PROPERTY DESCRIPTION
DECEMBER 19, 2019

17.045 ACRE PARCEL

BEGINNING AT A PK NAIL LOCATED IN THE CENTER OF YELVERTON GROVE CHURCH ROAD (SR 2301), AT THE SOUTHWESTERN CORNER OF THE PROPERTY OWNED BY RONNIE WAYNE GARDNER; THENCE SAID PK NAIL WITH THE SOUTHERN LINE OF RONNIE WAYNE GARDNER SOUTH 78 DEG. 41 MIN. 30 SEC. EAST 549.16 FEET TO AN EXISTING IRON STAKE; THE CORNER OF BEVERLY ALLEN SUTTON; THENCE WITH SAID PROPERTY LINE SOUTH 78 DEG. 40 MIN. 21 SEC. EAST 193.87 FEET TO AN EXISTING IRON STAKE; THENCE WITH THE WESTERN LINE OF LARRY COX SOUTH 01 DEG. 24 MIN. 14 SEC. WEST 1161.31 FEET TO AN EXISTING IRON STAKE IN THE NORTHERN RIGHT OF WAY OF U.S. HIGHWAY 70 BUSINESS; THENCE WITH SAID RIGHT OF WAY NORTH 69 DEG. 50 MIN. 28 SEC. WEST 760.39 FEET TO AN EXISTING IRON STAKE; THE SOUTHEASTERN CORNER OF MARJORIE LANGSTON TRUST; THENCE WITH LINES OF MARJORIE LANGSTON TRUST NORTH 18 DEG. 16 MIN. 45 SEC. EAST 684.94 FEET TO AN EXISTING IRON STAKE AND NORTH 69 DEG. 52 MIN. 43 SEC. WEST 330.09 FEET TO AN EXISTING RAILROAD SPIKE IN THE CENTER OF YELVERTON GROVE CHURCH ROAD (SR 2301); THENCE WITH THE CENTER OF YELVERTON GROVE CHURCH ROAD NORTH 18 DEG. 16 MIN. 21 SEC. EAST 12.73 FEET TO A PK NAIL; THENCE NORTH 18 DEG. 54 MIN. 35 SEC. EAST 100.01 FEET TO A PK NAIL; THENCE NORTH 21 DEG. 14 MIN. 15 SEC. EAST 99.99 FEET TO A PK NAIL; AND NORTH 24 DEG 06 MIN. 40 SEC. EAST 88.56 FEET TO AN EXISTING PK NAIL, THE BEGINNING POINT, CONTAINING 17.045 ACRES, MORE OR LESS.

5.721 ACRE PARCEL

BEGINNING AT AN EXISTING PK NAIL LOCATED IN THE CENTER OF YELVERTON GROVE CHURCH ROAD (SR 2301); SAID PK NAIL LOCATED AT THE INTERSECTION OF THE CENTER OF YELVERTON GROVE CHURCH ROAD (SR 2301) AND THE INTERSECTION OF THE NORTHERN RIGHT OF WAY OF US HIGHWAY 70 BUSINESS; THENCE FROM SAID BEGINNING POINT WITH THE NORTHERN RIGHT OF WAY OF US HIGHWAY 70 BUSINESS NORTH 69 DEG. 51 MIN. 48 SEC WEST 334.17 FEET TO AN EXISTING IRON STAKE; THENCE WITH THE EASTERN LINE OF ROBERT AND WELLONS INC. NORTH 02 DEG. 24 MIN. 23 SEC. EAST 620.91 FEET TO AN EXISTING IRON STAKE; THENCE SOUTH 70 DEG. 28 MIN. 35 SEC. EAST 503.83 FEET TO A PK NAIL LOCATED IN THE CENTER OF YELVERTON GROVE CHURCH ROAD (SR 2301); THENCE WITH SAID ROAD SOUTH 18 DEG. 16 MIN. 09 SEC. WEST 597.12 FEET TO AN EXISTING PK NAIL, THE BEGINNING POINT, AND CONTAINING 5.721 ACRES, MORE OR LESS.

2.627 ACRE PARCEL

BEGINNING AT A PK NAIL LOCATED IN THE CENTER OF YELVERTON GROVE CHURCH ROAD(SR 2301), SAID NAIL BEING LOCATED IN THE EXTENSION OF THE SOUTHERN RIGHT OF WAY OF THE US HIGHWAY 70 BUSINESS; THENCE FROM SAID BEGINNING POINT WITH THE CENTER OF YELVERTON GROVE CHURCH ROAD SOUTH 10 DEG. 36 MIN. 12 SEC. WEST 67.26 FEET TO A POINT; THENCE SOUTH 07 DEG. 32 MIN. 24 SEC. WEST 94.83 FEET TO A POINT; THENCE SOUTH 06 DEG. 55 MIN. 05 SEC. WEST 265.24 FEET TO A PK NAIL LOCATED IN THE CENTER OF YELVERTON GROVE CHURCH ROAD (SR 2301); THENCE LEAVING SAID ROAD NORTH 70 DEG. 02 MIN. 15 SEC. WEST 255.17 FEET TO AN EXISTING IRON STAKE; THENCE NORTH 02 DEG. 19 MIN. 34 SEC. EAST 439.01 FEET TO AN EXISTING IRON STAKE LOCATED IN THE SOUTHERN RIGHT OF WAY OF U.S. HIGHWAY 70 BUSINESS; THENCE WITH SAID RIGHT OF WAY SOUTH 69 DEG. 50 MIN. 33 SEC. EAST 296.97 FEET TO A PK NAIL, THE BEGINNING POINT, CONTAINING 2.627 ACRES MORE OR LESS

PROPERTY DESCRIPTION
PARCEL 15L11011
COUNTY OF JOHNSTON
PROPERTY DESCRIPTION
DECEMBER 19, 2019

17.045 ACRE PARCEL

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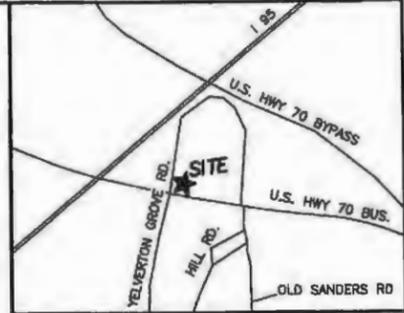
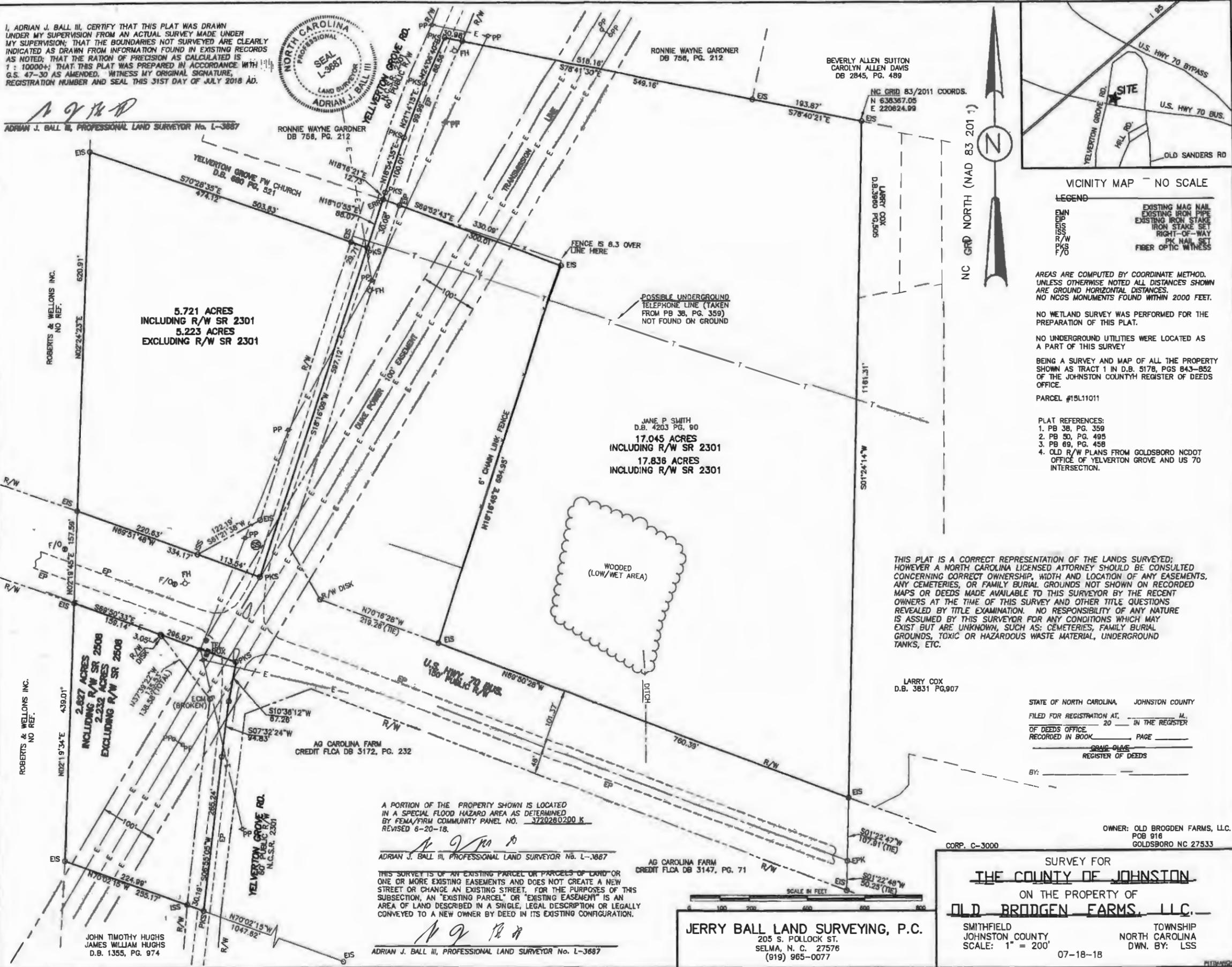
2.627 ACRE PARCEL

BEGINNING AT A PK NAIL LOCATED IN THE CENTER OF YELVERTON GROVE CHURCH ROAD(SR 2301), SAID NAIL BEING LOCATED IN THE EXTENSION OF THE SOUTHERN RIGHT OF WAY OF THE US HIGHWAY 70 BUSINESS; THENCE FROM SAID BEGINNING POINT WITH THE CENTER OF YELVERTON GROVE CHURCH ROAD SOUTH 10 DEG. 36 MIN. 12 SEC. WEST 67.26 FEET TO A POINT; THENCE SOUTH 07 DEG. 32 MIN. 24 SEC. WEST 94.83 FEET TO A POINT; THENCE SOUTH 06 DEG. 55 MIN. 05 SEC. WEST 265.24 FEET TO A PK NAIL LOCATED IN THE CENTER OF YELVERTON GROVE CHURCH ROAD (SR 2301); THENCE LEAVING SAID ROAD NORTH 70 DEG. 02 MIN. 15 SEC. WEST 255.17 FEET TO AN EXISTING IRON STAKE; THENCE NORTH 02 DEG. 19 MIN. 34 SEC. EAST 439.01 FEET TO AN EXISTING IRON STAKE LOCATED IN THE SOUTHERN RIGHT OF WAY OF U.S. HIGHWAY 70 BUSINESS; THENCE WITH SAID RIGHT OF WAY SOUTH 69 DEG. 50 MIN. 33 SEC. EAST 296.97 FEET TO A PK NAIL, THE BEGINNING POINT, CONTAINING 2.627 ACRES MORE OR LESS

I, ADRIAN J. BALL III, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION; THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND IN EXISTING RECORDS AS NOTED; THAT THE RATION OF PRECISION AS CALCULATED IS 1 : 10000+; THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED. WITNESS MY ORIGINAL SIGNATURE, REGISTRATION NUMBER AND SEAL THIS 31ST DAY OF JULY 2018 AD.



ADRIAN J. BALL III, PROFESSIONAL LAND SURVEYOR No. L-3687



VICINITY MAP - NO SCALE

LEGEND

EMN	EXISTING MAG NAIL
EP	EXISTING IRON PIPE
EIS	EXISTING IRON STAKE
ISS	IRON STAKE SET
R/W	RIGHT-OF-WAY
PKS	PK NAIL SET
F/O	FIBER OPTIC WITNESS

AREAS ARE COMPUTED BY COORDINATE METHOD. UNLESS OTHERWISE NOTED ALL DISTANCES SHOWN ARE GROUND HORIZONTAL DISTANCES. NO NCGS MONUMENTS FOUND WITHIN 2000 FEET.

NO WETLAND SURVEY WAS PERFORMED FOR THE PREPARATION OF THIS PLAT.

NO UNDERGROUND UTILITIES WERE LOCATED AS A PART OF THIS SURVEY

BEING A SURVEY AND MAP OF ALL THE PROPERTY SHOWN AS TRACT 1 IN D.B. 5178, PGS 843-852 OF THE JOHNSTON COUNTY REGISTER OF DEEDS OFFICE.

PARCEL #15L11011

- PLAT REFERENCES:
1. PB 38, PG. 359
 2. PB 50, PG. 495
 3. PB 69, PG. 458
 4. OLD R/W PLANS FROM GOLDSBORO NCDOT OFFICE OF YELVERTON GROVE AND US 70 INTERSECTION.

THIS PLAT IS A CORRECT REPRESENTATION OF THE LANDS SURVEYED; HOWEVER A NORTH CAROLINA LICENSED ATTORNEY SHOULD BE CONSULTED CONCERNING CORRECT OWNERSHIP, WIDTH AND LOCATION OF ANY EASEMENTS, ANY CEMETERIES, OR FAMILY BURIAL GROUNDS NOT SHOWN ON RECORDED MAPS OR DEEDS MADE AVAILABLE TO THIS SURVEYOR BY THE RECENT OWNERS AT THE TIME OF THIS SURVEY AND OTHER TITLE QUESTIONS REVEALED BY TITLE EXAMINATION. NO RESPONSIBILITY OF ANY NATURE IS ASSUMED BY THIS SURVEYOR FOR ANY CONDITIONS WHICH MAY EXIST BUT ARE UNKNOWN, SUCH AS: CEMETERIES, FAMILY BURIAL GROUNDS, TOXIC OR HAZARDOUS WASTE MATERIAL, UNDERGROUND TANKS, ETC.

LARRY COX
D.B. 3831 PG.907

STATE OF NORTH CAROLINA, JOHNSTON COUNTY
FILED FOR REGISTRATION AT _____ M.
OF DEEDS OFFICE, _____ 20 _____ IN THE REGISTER
RECORDED IN BOOK _____ PAGE _____
GRAVE OLIVE REGISTER OF DEEDS

BY: _____

OWNER: OLD BROGDEN FARMS, LLC.
POB 916
GOLDSBORO NC 27533

A PORTION OF THE PROPERTY SHOWN IS LOCATED IN A SPECIAL FLOOD HAZARD AREA AS DETERMINED BY FEMA/FIRM COMMUNITY PANEL NO. 3720280200 K. REVISED 6-20-18.

ADRIAN J. BALL III, PROFESSIONAL LAND SURVEYOR No. L-3687

THIS SURVEY IS OF AN EXISTING PARCEL OR PARCELS OF LAND OR ONE OR MORE EXISTING EASEMENTS AND DOES NOT CREATE A NEW STREET OR CHANGE AN EXISTING STREET. FOR THE PURPOSES OF THIS SUBSECTION, AN "EXISTING PARCEL" OR "EXISTING EASEMENT" IS AN AREA OF LAND DESCRIBED IN A SINGLE, LEGAL DESCRIPTION OR LEGALLY CONVEYED TO A NEW OWNER BY DEED IN ITS EXISTING CONFIGURATION.

ADRIAN J. BALL III, PROFESSIONAL LAND SURVEYOR No. L-3687

AG CAROLINA FARM
CREDIT FLCA DB 3147, PG. 71

JERRY BALL LAND SURVEYING, P.C.
205 S. POLLOCK ST.
SELMA, N. C. 27576
(919) 965-0077

CORP. C-3000
SURVEY FOR
THE COUNTY OF JOHNSTON
ON THE PROPERTY OF
OLD BROGDEN FARMS, LLC.

SMITHFIELD JOHNSTON COUNTY SCALE: 1" = 200'
TOWNSHIP NORTH CAROLINA DWN. BY: LSS

07-18-18

PRELIMINARY

NO.	DATE	DESCRIPTION
1	DEC 14, 2018	ISSUED

SITE LAYOUT PLAN

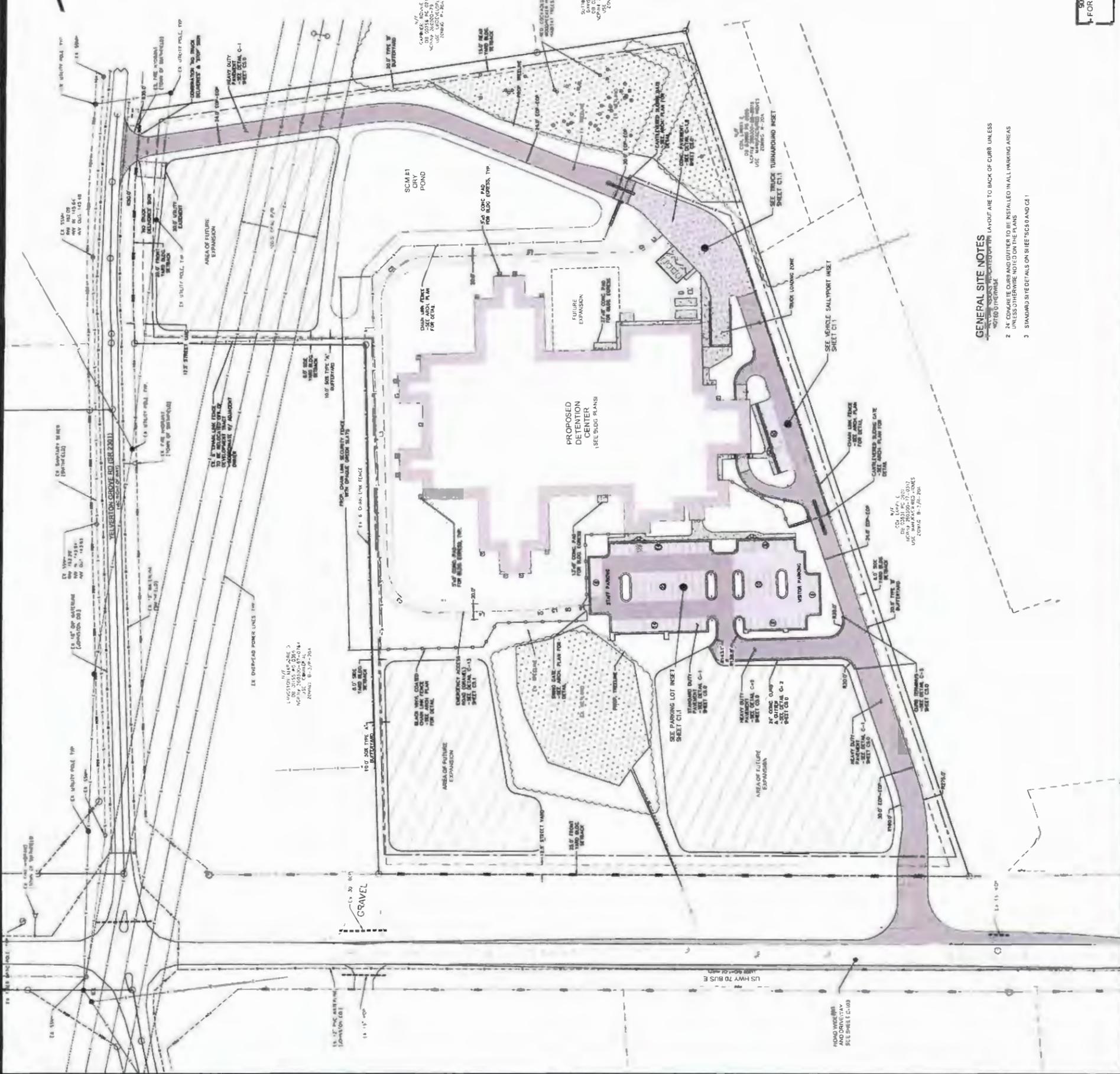
C1.0

SITE CONSTRUCTION NOTES

- CONTRACTOR SHALL OBTAIN AND PAY FOR ALL PERMITS AND LICENSES NECESSARY TO ACCOMPLISH THIS WORK PRIOR TO BEGINNING ANY WORK.
- CONTRACTOR SHALL STAKE OUT THE SITE IMPROVEMENTS FOR THE ENGINEER'S REVIEW PRIOR TO BEGINNING ANY INSTALLATION.
- SEE ARCHITECTURAL DRAWINGS FOR SITE LIGHTING AND ELECTRICAL PLAN.
- ALL OTHER SECURITY FENCING TO BE MINIMUM 8' TALL CHAINLINK FENCE. SEE ARCHITECTURAL PLAN FOR MORE DETAIL.
- CONTRACTOR SHALL COORDINATE WITH ELECTRICAL PROVIDER AND ENGINEER TO ENSURE CURRENT SITE IMPROVEMENTS NEAR UTILITY POLES WILL NOT REQUIRE A TIE-IN.
- FENCING LAYOUT ON ARCHITECTURAL DRAWING SHALL COVER IN THE EVENT OF A CONFLICT WITH THE CIVIL DRAWINGS.
- DIMENSIONS ARE FROM BACK OF CURB WALL. BUILDING OR AS NOTED.
- ALL CONCRETE SIDEWALKS SHALL BE 6" WIDE UNLESS NOTED ON THE PLANS.
- ALL CONCRETE PAD AT EXTERIOR DOORS SHALL PROVIDE POSITIVE DRAINAGE AWAY FROM BUILDING (MAX 2% SLOPE).
- PRIOR TO INSTALLATION OF ANY IMPROVEMENTS, CONTRACTOR SHALL REVIEW GEOTECHNICAL REPORT AND CONSULT WITH ENGINEER AND GEOTECHNICAL ENGINEER AS RECOMMENDED.

EMERGENCY ACCESS ROAD DATA

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GENERAL SITE NOTES

- ALL DIMENSIONS INDICATED ON THE LAYOUT ARE TO BACK OF CURB UNLESS NOTED OTHERWISE.
- CONCRETE CURB AND GUTTER TO BE INSTALLED IN ALL PARKING AREAS UNLESS OTHERWISE NOTED ON THE PLANS.
- STANDARD SITE DETAILS ON SHEETS C50 AND C51.



811
 80% PROGRESS DRAWING
 FOR NOT RELEASING FOR
 CONSTRUCTION

mcgill
 5401 Trinity Road
 Raleigh, NC 27607
 P.O. Box 10000
 Raleigh, NC 27615
 mcgill.com

Johnston County Addressing

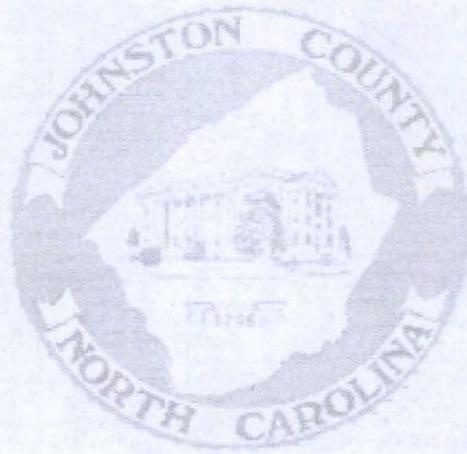
Updated: 2019-12-19

Street #: 2879	Location:	Prefix:	Road Name: US HWY 70 BUS	Suffix: E
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Subdivision:	Lot #:	Community: SMITHFIELD	State: NC	Zip: 27577
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Description: L FUTURE DETENTION C	Remarks: #15L11011
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Name: COUNTY OF JOHNSTON	Phone:	Route: 3	Box:	Vry:
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**TOWN OF SMITHFIELD
RESOLUTION # 653 (02-2020)
DIRECTING THE CLERK TO INVESTIGATE A PETITION
RECEIVED UNDER G.S. 160A-58.1**

WHEREAS, a petition requesting annexation of an area described in said petition was received on January 7, 20120 by the Smithfield Town Council; and

WHEREAS, G.S. 160A-58.2 provides that the sufficiency of the petition shall be investigated by the Town Clerk before further annexation proceedings may take place; and

WHEREAS, the Town Council of the Town of Smithfield deems it advisable to proceed in response to this request for annexation:

NOW THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF SMITHFIELD THAT:

The Town Clerk is hereby directed to investigate the sufficiency of the above described petition and to certify as soon as possible to the Town Council the result of her investigation

Adopted this the 7th day of January, 2020.

M. Andy Moore, Mayor

ATTEST:

Shannan L. Parrish, Town Clerk



Request for Town Council Action

Business Council
Item: Appointments
Date: 01/07/2020

Subject: Council Appointments to the Triangle J. Council of Governments Board of Delegates as an Alternate and the Library of Johnston County and Smithfield Board of Trustees

Department: General Government

Presented by: Town Manager – Michael Scott

Presentation: Business Item

Issue Statement

Members of Council serve as alternates and ex-officio members on various Town Boards and other committees. There are vacancies on the Library Board of Trustees and the Triangle J. Council of Government

Financial Impact

N/A

Action Needed

Appointment members of the Town Council to fill the vacated seats on the aforementioned advisory boards.

Recommendation

Appointment members of the Town Council to serve on the various boards/committees

Approved: Town Manager Town Attorney

Attachments:

1. Staff Report



Staff Report

Business Council
Item Appointments

Members of Council serve as delegates, alternates and ex-officio members on various Town Boards and other committees. Currently, there is a vacant alternate position on the Triangle J. Council of Governments Board of Delegates, a vacant ex-officio position on the Public Library of Johnston County and Smithfield Board of Trustees

The Town Council is asked to review the information and consider appointing members to the various boards.

The following Councilmembers serve as delegates, alternates and ex-officio members:

- Appearance Commission: Councilman David Stevens
- Parks and Recreation Advisory Commission: Councilman David Barbour
- Storm Water Advisory Commission: Councilman Stephen Rabil
- NCEMPA Board of Commissioners: Councilman Travis Scott as Second Alternate
- Triangle J. Council of Governments Delegate: Mayor Andy Moore
- Upper Coastal Plain Area Rural Planning Organization: Rural Transportation Advisory Committee: Mayor Andy Moore



Request for Town Council Action

Business
Agenda
Item: Salary
Schedule
Adjustments
Date: 01/07/2020

Subject: Salary Schedule
Department: General Government and Police
Presented by: Michael Scott and Chief R.K. Powell
Presentation: Business

Issue Statement

The Town Manager is recommending the salary schedule for the police department be adjusted to better recruit and retain sworn police positions.

Financial Impact

An adjustment at this point of the fiscal year will cost \$95,000 for the remainder of the fiscal year. The police department salary budget is currently \$120,000 under budget due to vacancies. No budget amendment would be needed this fiscal year.

Action Needed

Consider approval of salary changes for sworn staff in the police department as indicated in staff report. Freeze two (2) sworn position until budget discussions take place. This would absorb the 2.5% salary increase already scheduled for all town staff.

Recommendation

Approve recommended changes to police department salary schedule and subsequent increases to maintain current parity among sworn staff.

Approved: Town Manager Town Attorney

Attachments:

1. Staff Report
2. Current Salary Schedule - Police
3. Salary Schedule Change Recommendations – Police
4. Knightdale Comparable Salaries



Staff Report

Business Salary
Agenda Schedule
Item: Adjustments

During the FY 2020 budget process the Council requested a salary study be completed for all staff positions within the Town of Smithfield. The study was completed by Piedmont Triad and the results were provided to the Town Council during the budget workshop sessions. The comparable Towns used to complete the study included the following:

Johnston County
Town of Selma
Town of Garner
Town of Clayton
Town of Knightdale

Staff and Piedmont Triad recommended the Town Council approve implementing the salary study results at 100% of the average of the above comparables. The Council approved this request and the salary study changes were enacted at the first of the 2020 fiscal year.

After a six-month review of the impact of these changes, it appears the results were effective in all departments except the police department. The police department has continued to lose staff despite the changes made on July 1, 2019. While the police department continues to operate effectively and violent crime has continued to decrease, the Town Manager is recommending the changes to the salary schedule as attached to this action form, as well as subsequent changes to retain current parity between current staff positions. A budget amendment would not be needed to accommodate these changes because the salary savings has already been realized due to vacant positions being carried through first six months of the fiscal year. It is worth noting that this shortage of officers is a nationwide problem, as well as a state wide and local issue for municipalities. Demand is higher than the supply, which in turn necessitates we evaluate our recruitment and retention measures to remain competitive with our comparable government agencies.

These **changes will place the police department's salary schedule** relatively close to **Knightdale's Police Department schedule, which has been Smithfield PD's largest competition** to date.

The Police Department currently has five (5) sworn vacancies with two non-sworn candidates in contract. The Town Manager is recommending the Town Council consider freezing two (2) sworn positions that can be further discussed during the FY 2021 budget process.

<i>POLICE Job Class</i>	Range	Minimum	Hourly	Mid-Point	Maximum
Police Officer I (43 HR/WK)	218	39,600	17.71		61,379
Police Officer II - (43 HR/WK)	219	41,567	18.59	52,998	64,429
Master Police Officer - (43 HR/WK)	220	43,646	19.52	55,648	67,651
Police Sergeant - (43 HR/WK)	221	45,724	20.45	58,298	70,872
Not Assigned	222	48,010	21.47	61,213	74,416
Police Lieutenant (43 HR/WK)	223	50,560	22.61	64,463	78,367
Not Assigned	224	53,088	23.74	67,687	82,286
Not Assigned	225	55,742	24.93	71,071	86,400
Police Captain	226	59,143	28.43	75,407	91,671
Not Assigned	227	62,100	29.86	79,177	96,255
Not Assigned	228	65,205	31.35	83,136	101,068
Not Assigned	229	68,465	32.92	87,293	106,121
Police Chief	230	71,200	34.23	90,781	110,361

POLICE Job Class	Range	Minimum	Hourly	Mid-Point	Maximum
Police Officer I (43 HR/WK)	218	45,540	20.37		70,587
Police Officer II - (43 HR/WK)	219	47,802	21.38	60,948	74,093
Master Police Officer - (43 HR/WK)	220	50,193	22.45	63,996	77,799
Police Sergeant - (43 HR/WK)	221	52,583	23.52	67,043	81,504
Not Assigned	222	55,212	24.69	70,395	85,579
Police Lieutenant (43 HR/WK)	223	58,144	26.00	74,134	90,123
Not Assigned	224	61,051	27.30	77,840	94,629
Not Assigned	225	64,104	28.67	81,732	99,361
Police Captain	226	68,014	32.70	86,718	105,422
Not Assigned	227	71,415	34.33	91,054	110,693
Not Assigned	228	74,985	36.05	95,606	116,227
Not Assigned	229	78,735	37.85	100,387	122,039
Police Chief	230	81,880	39.37	104,397	126,914

<u>POLICE</u>	<u>Knightdale</u>
Police Chief	95,113 to 141,610
Police Division Commander (Captain)	70,975 to 105,672
Police Shift Commander (Lieutenant)	58,391 to 86,936
Administrative Division Manager	55,611 to 82,797
Police Shift Supervisor (Sergeant)	50,440 to 75,099
Detective	50440 to 75,099
Police Officer	45,751 to 68,117

Source: Town of Knightdale NC Website

Knightdale PD 10-30-2019

The salary range for Police Officers is \$45,751 - \$68,117. The base salary is \$45,751. After successful completion of the field training program and a subsequent six month probationary period, new employees in this category are given a 5% raise. Experienced Officers who possess an intermediate certificate and meet specific training requirements may qualify for a lateral entry as a Senior Police Officer, with a starting salary of \$48,085. Experienced Officers who possess an advanced certificate and meet specific training requirements may qualify for a lateral entry as a Master Police Officer, with a starting salary of \$50,538. Officers who lateral in as a Senior Officer or Master Officer are also eligible for a 5% pay increase upon successful completion of their probationary period.



Request for Town Council Action

Business
Agenda Item:
Town Plan
Date: 01/07/2020

Subject: Adoption of Town Plan
Department: Planning
Presented by: Stephen Wensman, Planning Director
Presentation: Business

Issue Statement

Planning Staff is requesting the Council consider the adoption of the "Town Plan", the Comprehensive Growth Management Plan and Transportation Plan.

Financial Impact

None

Action Needed

Further discuss the Comprehensive Town Land Use Plan and adopt approved plan.

Recommendation

Planning Staff and the Planning Board recommend the Town Council adopt the **"Town Plan", the Comprehensive Growth Management Plan and Transportation Plan.**

Approved: Town Manager Town Attorney

Attachments:

1. Staff Report



Staff Report

Business
Agenda
Item: Town
Plan

Overview:

The Town of Smithfield hired Stewart to prepare the comprehensive growth management plan update and Kimley-Horn to prepare an update to the transportation plan update in early 2018. The Town facilitated a combined planning and public engagement process with **Stewart and Kimley Horn to prepare the updates of the combined, "Town Plan"**.

The public engagement process included stakeholder interviews, two surveys, two public open house meetings, public engagement at the Ham and Yam festivals and the Smithfield-Selma Strong events. The Plan was guided by a citizen Town Plan Steering Committee comprised of a diversity of stakeholders including business owners, citizens, youth, education officials, real estate and development professionals, historians, etc. The Steering Committee met eight times during the planning process to provide input and guidance on the plan preparation.

Town Plan:

The Town Plan is the Town's 20-year vision for future growth for both land use and transportation. The Plan identifies planning goals, policies and planning actions to achieve the vision. The Plan vision for Smithfield is:

"Smithfield will be a place of opportunity for everyone. It will grow in ways that are true to its history, character and charm by investing in a vibrant downtown and connections to the river, balancing growth, and creating safe, healthy neighborhoods, "

In support of the vision statement, the following five goals have been identified:

- Balanced growth
- Vibrant downtown
- Healthy neighborhoods
- Community character, and
- Move and Connect.

The first four goals are focused primarily on land use and the fifth, transportation.

The Town Plan is comprised of four volumes:

1. Introduction – this section provides a plan overview of the combined planning process including the background and analysis and community engagement that informed the preparation of the land use plan and transportation plan.

2. Comprehensive Growth Management Plan- this section is focused on future land use.
3. Transportation Plan –this section focused on future transportation infrastructure to support the future land use plan.
4. Appendix- this section contains all the background documents from the public engagement process.

Comprehensive Growth Management Plan.

The plan identifies a diversity objectives, policies and strategies to achieve the goals (Balanced growth, Vibrant downtown, Healthy neighborhoods, Community character) with an emphasis on:

- Mixed use areas (commercial, residential, and office).
- Economic development.
- Enhanced town gateways.
- **New housing addressing the “missing middle”, housing options lacking and needed in the town.**
- Protection and enhancement of existing neighborhoods.
- Balance of growth and environmental protection.
- Economic development opportunities.
- Strengthen and support Downtown.
- Parks, recreation and trails.

The Plan also provides an Action Plan, with short to long term actions to achieve the vision, goals and recommendations.

Transportation Plan.

The updated transportation plans goal, “move and connect”, updates the Town’s functional class system for roads, and provides road right-of-way recommendations that include:

- Corridor improvements – Access and operations, capacity and mobility, and modernization.
- Intersection/interchange improvements – realignment, driveway consolidation, signalization, improved crossings, round-a-bout, turn lanes, signage, and restricted crossing U-turn intersection.
- Roadway Maintenance.
- Specific outlet center drive round-a-bout.
- US 70 Business/E. Market Street rail bridge.
- US 301 Gateway.
- Bicycle and Pedestrian Recommendations.

The Plan also identifies transportation funding opportunities and an Action Plan, with short to long term actions to achieve the vision, goal of Move and Connect and recommendations.

Planning Board Review:

The Planning Board held a meeting on July 11, 2019 an August 1, 2019 and unanimously voted to table the request at both meetings in order to better understand community comments and how the plan addresses to comments.

The Planning Board, at its September 5, 2019 meeting the recommended approval by a 4-1 vote.

Issues discussed at the Planning Board meeting primarily pertained to:

- The Downtown Support land use policies and recommendations – concerns about commercial encroachments into neighborhoods, expansion of the Municipal Service Tax District.
- Concerns about Parks recommendations, park maintenance and route of the Mountains to Sea Trail.

Town Plan

The Town plan is available at the below link to the Town's webpage.

https://www.smithfield-nc.com/page/planning_townplan

Recommendation:

A public hearing was held in November, 2019 and comment was heard. The Town Council tabled the approval seeking additional time to review and accept additional public comment. A workshop is tentatively scheduled for January 15th to further discuss this plan. Planning Staff and the Planning Board recommend **the Town Council adopt the "Town Plan", the Comprehensive Growth Management Plan and Transportation Plan with any amendments it deems pertinent.**



Request for Town Council Action

Agenda Park
Item: Planning
Date: 01/07/2020

Subject: Park Planning
Department: Parks and Recreation
Presented by: Gary Johnson and Mike Scott
Presentation: Business

Issue Statement

There have been numerous discussions regarding the Town Parks and the need to plan for future land to create future parks and trails for our community. Members of the Council have requested time to discuss this issue.

Financial Impact

None

Action Needed

Discuss future planning for Parks and Recreation needs for Smithfield residents.

Recommendation

N/A

Approved: Town Manager Town Attorney

Attachments:

1. Staff report



Staff Report

Agenda
Item: Park
Planning

SUMMARY:

Members of the Town Council have asked for additional time to discuss present and future park needs as it pertains to anticipated growth. New park land and trails are becoming the norm for new residential growth. These amenities also historically increase property values and provide a higher quality of life for Town residents.

A planned meeting extension is tentatively scheduled for January 15th where this subjected could be discussed in detail with additional direction being provided to the staff.



Request for Town Council Action

Business
Agenda
Item: Ordinance
Date: 01/07/2020
Amendment

Subject: Ordinance Amendment
Department: Planning
Presented by: Stephen Wensman/Bob Spence
Presentation: Business

Issue Statement

Staff requests approval of:

1. a Commercial Building Maintenance and Appearance Ordinance to aid the town in addressing vacant property issues and to protect the health, safety and welfare of the community, and to protect property values. The Ordinance will also establish a vacant property registry to tract vacant properties.
2. Amended Fee Schedule to establish a vacant property registration fee.

Financial Impact

None

Action Needed

To approve a Commercial Building Maintenance and Appearance Ordinance.

Recommendation

Staff respectfully requests the Town Council approve the Commercial Building Maintenance and Appearance Ordinance **and an amendment to the Town's Fee Schedule.**

Approved: Town Manager Town Attorney

Attachments:

1. Staff report
2. Commercial Building Maintenance and Appearance Ordinance
3. Fee Schedule Amendment



Staff Report

Agenda Item: Ordinance Amendment

SUMMARY:

The Town Staff has been working to address blighted vacant buildings in its commercial zoning districts and has found the current regulations inadequate to address the issues. Therefore, the Town Staff is requesting approval of the Commercial Building Maintenance and Appearance Ordinance. This ordinance will create regulations commercial buildings in the commercial and industrial zoning districts to be in good repair in order to preserve the character and integrity of the commercial business districts of the Town and to protect **property values, promote tourism, and to contribute to the general welfare of all the Town's** residents and property owners.

The Ordinance will provide minimum standards and require the exterior building and site improvements of all commercial buildings adjacent to a public street or parking area to be of good repair, including structures, parking areas, or buildings, or any lot upon which there were formerly located such improvements, structures, parking areas or buildings.

The Ordinance will also establish a vacant property registry to be maintained by the Planning Department in order to track vacant properties throughout the commercial districts. In order to establish a registration, a vacant property registration fee will need to be established in **the Town's Fee Schedule. The approval of an amendment to the adopted fee schedule is** also requested.

The Ordinance will establish the following minimum standards:

- (a) The exteriors of building(s)/structure(s) on the Property shall be painted and maintained in a way that does not exhibit any Evidence of Vacancy.
- (b) The yard(s) of the Property shall be maintained in a way that does not exhibit Evidence of Vacancy.
- (c) The deck(s) and porch(s) located on the Property shall be maintained in a way that does not exhibit Evidence of Vacancy.
- (d) The window(s) and door(s) of building(s)/structure(s) of the property shall be intact and operable and shall be maintained in a way that does not exhibit Evidence of Vacancy.
- (e) Instances of visible rotting of building(s)/structure(s) located on the Property or portion thereof shall be corrected in order to eliminate Evidence of Vacancy, with the exterior painted and kept in good aesthetic condition.
- (f) The Property shall be maintained so as to exhibit no Evidence of Vacancy.

- (g) The storefronts and facades of buildings shall be maintained in a way that does not exhibit Evidence of Vacancy.
- (h) The interiors, when visible to passersby through storefront windows, shall be maintained in a way that does not exhibit Evidence of Vacancy.
- (i) Cleared Lots will be maintained with the grass cut, shrubs trimmed, and any landscaping neatly maintained.
- (j) The Property shall be maintained in a secure manner so as not to be accessible to unauthorized persons. This includes, without limitation, the closure and locking of windows, doors (including but not limited to walk-through, sliding, and garage), gates, pet doors, and any other such opening of such size that it may allow a child to access the interior of the Property or structure(s).
- (k) Broken windows shall be replaced and/or re-glazed; windows at the basement (the floor for that level being below or partially below ground level), street level and the second story level shall not be boarded up.

The Ordinance allows for inspection of vacant properties and provides enforcement penalties.

The Ordinance establishes an appeals process using the Board of Adjustments.

RECOMMENDATION:

Staff respectfully requests the Town Council approve:

1. the Commercial Building Maintenance and Appearance Ordinance; and
2. the **amendment to the Town's Fee Schedule.**

**TOWN OF SMITHFIELD
North Carolina**

ORDINANCE # 501

**AN ORDINANCE TO AMEND THE TOWN OF SMITHFIELD CODE OF ORDINANCES
CHAPTER 5- BUILDINGS AND BUILDING REGULATIONS**

WHEREAS, Chapter 5 of the Town of Smithfield’s Code of Ordinances outlines the regulations concerning buildings and building regulations within the Town; and

WHEREAS, the Planning Director Stephen Wensman, is requesting the Ordinance be amended to add Article V. Commercial Building Maintenance and Appearance Regulations.

NOW THEREFORE BE IT ORDAINED by the Town Council of the Town of Smithfield that Chapter 5 Building and Building Regulations; Article V. Commercial Building Maintenance and Appearance Regulations:

**ARTICLE V. Commercial Building Maintenance and Appearance
Regulations**

Sec. 5-171. Intent and Scope.

Appearance and good repair regulations for commercial buildings in the Commercial Zoning Districts of the Town of Smithfield (defined as zoning Districts, B-1, B-1 CUD, B-2, B-2 CUD, B-3, B-3 CUD, O/I, O/I CUD, L1 and L2 hereinafter referenced jointly as the “Commercial Zoning Districts”) will preserve the character and integrity of the commercial business districts of the Town. It will provide corollary benefits such as protection of property values, promotion of tourism, preservation of the character and integrity of the downtown, and contribute to the comfort, happiness, and emotional stability of downtown residents and the greater Smithfield community. It is the further purpose of this Code to minimize discordant, unsightly and offensive surroundings while preserving beauty as well as the usefulness of the environment.

Sec. 5-172. Scope and applicability.

The provisions of these Commercial Building Maintenance and Appearance Regulations shall apply to the exterior of all premises and improvements thereupon within the Commercial Zoning Districts and adjacent to a public street or parking area including but not limited to improvements, structures, parking areas, or buildings, or any lot upon which there were formerly located such improvements, structures, parking areas or buildings. It shall further apply to any lot that had in the past had located upon it a commercial structure or parking area. Exterior walls adjacent to alleys are exempt from these regulations. These regulations establish minimum standards, and do not replace or modify standards otherwise established for the construction, repair, alteration, or use of the building, equipment or facilities contained therein, except as provided herein.

It is also the purpose and intent of the Smithfield Town Council, through the adoption of this Article, to establish a vacant property registration as a mechanism to preserve and to protect the Town's commercial districts from becoming blighted through the lack of adequate maintenance and security for abandoned and vacant properties. Additionally, the Town desires to deter crime and theft of materials, to minimize loss of property value to vacant properties and surrounding occupied properties, to reduce the risk of damage from fire, flooding or other hazards, and to promote the comfort, happiness and emotional stability of area residents. The Town finds that the presence of properties exhibiting evidence of vacancy pose special risks to the health, safety, and welfare of the community, hurt the appearance and fair market value of commercial areas, and therefore require heightened regulatory attention. The provisions of this Article shall apply to all properties in the Commercial Zoning Districts of the Town of Smithfield.

Sec. 5-173. Conflicting Provisions.

In any case where the provisions of this Code impose a standard other than that set forth in any other ordinance of the Town or under the laws of the State of North Carolina, then the more restrictive standard shall prevail.

Sec. 5-174. Definitions.

For the purposes of this Article, certain words and phrases used in this Article are defined as follows:

“Citations”. Written notices from an agent of the town as to an enforcement action or penalty.

“Cleared Lots” means lots whereupon there were in the past located improvements, structures, parking areas or buildings but the same have been removed for whatever reason and there are now no improvements on the lot.

“Commercial” means not just commercial but all commercial, business, institutional, industrial, warehouse or storage uses.

“Days” means consecutive calendar days.

“Evidence of Vacancy” means any aesthetic condition that on its own or combined with other conditions present would lead a reasonable person to believe that the Property is vacant. Such conditions include, but are not limited to, overgrown or dead vegetation, extensively chipped or peeling exterior paint, exterior walls in poor condition, porches and steps in poor condition, roof in poor condition, broken windows and other signs of general disrepair, accumulation of newspapers, circulars, flyers or mail, past due utility notices or disconnected utilities, accumulation of trash, junk or debris, the absence of window coverings such as curtains, blinds, or shutters, the absence of furnishings or personal items consistent with commercial habitation, statements by neighbors, passersby, delivery agents, government employees that the Property is vacant.

"Government Agency" means any public body having authority over the Property and residents of the Town, including but not limited to the Town of Smithfield, Johnston County, Smithfield Police Department, Smithfield Fire Department, and Johnston County Sheriff's Office.

"Government Official" means any public official representing a public body which has authority over the Property and residents of the Town, including but not limited to the Town Manager, County Building Inspector, Town Police Chief, County Fire Marshall, and Mayor. In some capacities agents of other governmental entities act for the Town under interlocal agreement and as such have authority to enforce the provisions of the Article in accord with town policy. For example, the Town does not have a building inspection office and the County performs those functions under an interlocal agreement.

"Local" means located within forty (40) road or driving miles distance of the subject Property.

"Non-residential Property" means any real property used or intended to be used for anything other than residential property as defined herein.

"Out of Area" means located in excess of forty (40) road or driving miles distance away from the subject Property.

"Owner" means any person, partnership, association, corporation or fiduciary having a legal or equitable title or any interest in any real property. No trustee in any Deed of Trust shall be considered an owner.

"Owner of Record" is the person or entity listed on recorded deed, probated will or heir by intestacy.

"Property" means any unimproved or improved real property or portion thereof, situated in the Commercial Zoning Districts of the Town and includes the buildings or structures located on the Property regardless of condition.

"Residential Property" means a building, or portion thereof, designed exclusively for residential occupancy, including one-family, two-family, multiple dwellings, mobile homes, house trailers, counseling and lodging houses, apartment houses, and apartment hotels.

"Town" means the Town of Smithfield corporate limits.

"Utilities" means water, sewer, telephone, natural and propane gas, and electric town services.

"Vacant" means a Property that has not been legally occupied for thirty days. Legally occupied means occupancy by the owner or any business or individual whose presence therein is with the consent of the owner. A Property that has utilities that are not operational is Vacant as herein defined or any other Evidence of Vacancy as defined herein above.

Sect. 5-175. Registration.

- (a) Any vacant commercial property located within the Town's Commercial Zoning Districts must be registered by the Owner with the Town Manager, either (1) of the Owner of a Vacant Property's own accord before receiving a Notice of Registration Requirement, or (2) within 90 days of receiving a Notice of Registration Requirement from the Town.
- (b) The Town will send a Notice of Registration Requirement to the Owner of Record of Properties that exhibit Evidence of Vacancy. The Owner shall register Property within the time period set forth in Section (a) of this Section unless the Owner can provide clear and convincing evidence to the Town Manager, within such time period, that the Property is not Vacant.
- (c) The Registration shall contain:
 - (i) the name of the Owner (corporation or individual),
 - (ii) the direct street/office mailing address of the Owner and P.O. Box if applicable,
 - (iii) a direct contact name and phone number
 - (iv) the name, address and telephone number of any local property management company hired by the Owner to meet the maintenance requirements of this Article if Owner's principal residence is not local.
- (d) Any changes in the information in (b)(i) - (b)(iv) of this Section shall be reported to the Town within thirty (30) days of such changes.
- (e) Registration must be renewed annually.
- (f) Vacant properties shall remain subject to the annual registration, maintenance, and security requirements of this Article as long as they remain Vacant.
- (g) Once the Property is no longer Vacant or is sold, the owner must provide written proof of occupancy or sale to the Town Manager.
- (h) A Cleared Lot does not have to be registered.

Sec. 5-176. Fees.

- (a) The fee for registering a Vacant Property shall be an annual fee in an amount set forth in the Town fee schedule. Fees will not be prorated.
- (b) Registration fee may be waived by the Town Manager if Owner can demonstrate with clear and convincing evidence (1) that the Property has been sold, or (2) that the Property will be occupied within 30 days from the date of Notice of Registration Requirement.

Sec. 5-177. Maintenance Requirements.

Properties subject to this Article shall be kept in compliance with the following maintenance requirements:

- (a) The exteriors of building(s)/structure(s) on the Property shall be painted and maintained in a way that does not exhibit any Evidence of Vacancy.
- (b) The yard(s) of the Property shall be maintained in a way that does not exhibit Evidence of Vacancy.
- (c) The deck(s) and porch(s) located on the Property shall be maintained in a way that does not exhibit Evidence of Vacancy.
- (d) The window(s) and door(s) of building(s)/structure(s) of the property shall be intact and operable and shall be maintained in a way that does not exhibit Evidence of Vacancy.

- (e) Instances of visible rotting of building(s)/structure(s) located on the Property or portion thereof shall be corrected in order to eliminate Evidence of Vacancy, with the exterior painted and kept in good aesthetic condition.
- (f) The Property shall be maintained so as to exhibit no Evidence of Vacancy.
- (g) The storefronts and facades of buildings shall be maintained in a way that does not exhibit Evidence of Vacancy.
- (h) The interiors, when visible to passersby through storefront windows, shall be maintained in a way that does not exhibit Evidence of Vacancy.
- (i) Cleared Lots will be maintained with the grass cut, shrubs trimmed, and any landscaping neatly maintained.

Sec. 5-178. Security Requirements.

Vacant properties subject to this Article shall comply with the following security requirements:

- (a) The Property shall be maintained in a secure manner so as not to be accessible to unauthorized persons. This includes, without limitation, the closure and locking of windows, doors (including but not limited to walk-through, sliding, and garage), gates, pet doors, and any other such opening of such size that it may allow a child to access the interior of the Property or structure(s).
- (b) Broken windows shall be replaced and/or re-glazed; windows at the basement (the floor for that level being below or partially below ground level), street level and the second story level shall not be boarded up.

Sec. 5-179. Requirement to Hire Local Property Management Company for Out of Area Owners.

- (a) If the Property Owner's principal residence is not local, then a locally present property management company, business, or resident shall be contracted to fulfill the maintenance and security requirements of this Article, set forth in Sections 5 and 6, and any other applicable laws for all Properties that are registered hereunder or subject to registration.
- (b) The Property shall be posted with the name and 24-hour contact phone number of the local property management company. The posting shall be 18 inches by 24 inches and shall be of a font that is legible from a distance of 45 feet and shall contain along with the name and 24-hour contact number the words "THIS PROPERTY MANAGED BY" and "TO REPORT PROBLEMS OR CONCERNS CALL." The posting shall be placed in the interior of a window facing the street to the front of the Property so it is visible from the street, or secured to the exterior of the building/structure facing the street to the front of the Property so it is visible from the street or, if no such area exists, on a stake of sufficient size to support the posting in a location that is visible from the street to the front of the Property but not readily accessible to vandals. The exterior posting must be constructed of and printed with weather resistant materials.
- (c) The requirement set forth in part (a) of this section may be waived by the Town Manager for owners who (1) reliably demonstrate an ability to maintain the property and (2) have not received any citations for maintenance violations in the previous quarter.

Sec. 5-180. Inspections.

The Town shall have the authority and the duty to inspect properties subject to this Article for compliance and to issue citations for any violations. The Town shall have the discretion to determine when and how such inspections are to be made, provided that their policies are reasonably calculated to ensure that this Article is enforced. The County Building Inspection Department or other entities acting for the Town may perform these inspections under Sec. 5-180 or enforcements under Sec. 5-181 under an interlocal agreement.

Sec. 5 -181. Enforcement; Violations; and Penalties.

- (a) It shall be unlawful for any Owner to be in violation of any of the provisions of this Article.
- (b) Any person who violates a provision of this Article or fails to comply with any order made thereunder and from which no appeal has been taken, or who shall fail to comply with such order as affirmed or modified by appeal, or by a court of competent jurisdiction, within the time fixed herein, shall severally, for each and every such violation and noncompliance respectively, be guilty of a misdemeanor, punishable as provided in this Article.
- (c) The imposition of one penalty for any violation shall not excuse the violation, or authorize its continuance.
- (d) All such persons shall be required to submit an acceptable plan of action to the Town Manager within 10 business days of notification. This plan of action must include, but is not limited to, a description of the work to be done, by whom and a specific schedule. Plans shall be reviewed by the Town Manager and work is to commence within 15 days of Manager's approval. When not otherwise specified, failure to meet any stated condition within 10 days of required action shall constitute a separate offense.
- (e) Penalties for failure to comply:
 - 1) Initial Registration. Failure to initially register with the Town within the time frame required is punishable by a civil penalty of \$50.
 - 2) Changes to Registration. Failure to report changes to registration information within time frame required is punishable by a civil penalty of \$50.
 - 3) Annual Registration. Failure to register annually is punishable by a civil penalty of \$50.
 - 4) Maintenance and Security Requirements. Failure to meet the maintenance and security requirements is punishable by a civil penalty per day of \$50 per day or up to the maximum allowed by Section 1-12 in the discretion of the Town.
 - 5) Failure to submit plan. Failure to submit plan of corrective action is a violation punishable by a civil penalty of \$50 per day or up to the maximum allowed by Section 1-12 in the discretion of the Town.
 - 6) Failure to implement plan. Failure to implement the plan within 15 days of approval or complete it in a timely manner is a violation punishable by a civil penalty of \$50 per day or up to the maximum allowed by Section 1-12 in the discretion of the Town.
 - 7) Concurrent Penalties. Civil Penalties for the violations enumerated above are separate so that an Owner could be subject to concurrent civil penalties under more than one of these subparagraphs. For instance a person could be

subject to civil penalties for failure to implement a plan, or failure to meet the maintenance and security requirements or other subparagraphs simultaneously.

Sec. 5-182. Appeals.

Any person aggrieved by any of the requirements of this Article may present an appeal in writing to the Town Manager and then, if not satisfied, to the Town Board of Adjustment.

Sec. 5-183. Severability.

Should any provision, section, paragraph, sentence or word of this Article be determined or declared invalid by any final court action in a court of competent jurisdiction or by reason of any preemptive legislation, the remaining provisions, sections, paragraphs, sentences or words of this Article shall remain in full force and effect.

Sec. 5-184. Preemption.

Except as specifically preempted by N.C.G.S. § 160A-441, et. seq. 160A-439 or town ordinances promulgated pursuant to N.C.G.S. § 160A-439, et. seq., or G.S. 160A-174, this Article shall apply to all Vacant Properties in the Commercial Zoning Districts in the Town of Smithfield.

Adopted by motion made by _____, seconded by _____, and approved on a vote of _____ in favor and _____ against.

The is the _____ day of _____, 2020

M. Andy Moore, Mayor

ATTEST

Shannan L. Parrish, Town Clerk

TOWN OF SMITHFIELD
FY 2019-2020
DEPARTMENTAL FEE SCHEDULE
ADOPTED
 June 4, 2019
 Proposed changes highlighted and in red

Property Tax Rate

Rate.....	\$0.57/\$100 valuation
Downtown Smithfield Tax District	\$0.19/\$100 valuation
Smithfield Fire District.....	\$0.12/\$100 valuation

Administrative Services

Miscellaneous Fees and Charges

Fee for document reproduction(s)	
Black & White 8.5 x 11 Copies.....	\$.10/per page
Color 8.5x 11Copies.....	\$.15/per page
Black & White 8.5 x 14 Copies.....	\$.20/per page
Color 8.5 x 14 Copies	\$.25/per page

CD Copy.....\$1.50
 This fee is for the cost of the CD

Reproduction of a video copy of any Town Council Meeting..... \$2.00
 This fee is for the cost of the DVD only.

IT Services needed for compiling information relating to any public record request..... \$14.00/per hr.

Flash Drives – Actual cost of the Flash Drive

Any other electronic storage devices shall be charged the actual cost of the device.

Cemetery Services

Mausoleum Crypts

Row D, Top	\$1600.00
Row C	\$1700.00
Row B	\$1800.00
Row A, Bottom.....	\$2000.00
Crypt Opening and Closing Services.....	\$700.00

Lot Sales: Sunset Memorial Park

Single Grave	\$1000.00
Two Grave Lot	\$2000.00
Four Grave Lot	\$4000.00
Six Grave Lot	\$6000.00
Grave Opening and Closing Services.....	\$700.00
Burial under 36” in length (including cremations).....	\$400.00

Lot Sales: Riverside Extension Cemetery

Single Grave Lot.....	\$1250.00
Two Grave Lot	\$2500.00
Four Grave Lot	\$5000.00
Six Grave Lot	\$7500.00
Grave Opening and Closing Services.....	\$700.00
Burial under 36" in length (including cremations).....	\$400.00
Columbarium opening/closing fee for committal service	\$350.00

Public Works

Overgrown Lot Clearance

First hour or fraction thereof	\$150.00
Each additional quarter hour.....	\$25.00
Contractor clearance.....	actual expense or \$100.00, whichever is greater

Fire Department Fees

Fire Inspections (all occupancies)

Less than 50,000 sq. Ft.....	\$50.00
50,000 - 100,000 sq. Ft.....	\$100.00
More than 100,000 sq. Ft.....	\$200.00
First Re-Inspection	No Charge
Each subsequent re-inspection.....	\$25.00 ea.

Special Permits

Special Events	\$100.00
Underground Storage Tank Installation / Removal (per Tank)	\$75.00
Fireworks Sales	\$75.00
Fireworks Public Display (permit & stand-by)	\$150.00
Temporary Tent or Air Supported Structure permit	\$75.00
Carnival or Circus Permit and Inspection	\$100.00

Note: Non-Profit organizations are exempt from Fire Department Fees if the proper documentation confirming non-profit status is provided to the inspector.

Citations

Fire Lane Citation.....	\$25.00
Fire Code Citation	\$50.00

Mileage Reimbursement

Rate (Federal)	Per Federal Rate Schedule
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Parks/Recreation

<u>Late registration Fee</u>	\$10.00
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Sarah Yard Community Center Admission

	Resident	Nonresident
Day.....	Free.....	\$1.00

<u>Administration Fee for Participant Withdrawal Without Cause</u>	\$10.00
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Adult Team Sports	Team
Softball.....	\$475.00
Basketball.....	\$475.00
Volleyball.....	\$475.00

Youth Team Sports (Boys and Girls)

Scholarships are available based on need.

Multiple child discount – Only applies during the same sport season

25% discount for the 1st additional child

50% for each additional child after the 1st additional child

T-Ball

Resident	25.00 per player
Nonresident	50.00 per player

Baseball (9-18), Girls Softball, Coach Pitch, Soccer, Volleyball, Basketball

Resident.....	25.00 per player
Nonresident	50.00 per player

Football,

Resident.....	30.00 per player
Nonresident	60.00 per player

Kinder - Sports Programs

Resident.....	\$20.00 per player
Nonresident	\$40.00 per player

Cheerleading

Resident.....	\$25.00
Nonresident	\$50.00

Group Tennis Lessons

Adult Resident.....	\$25.00
Adult Nonresident	\$50.00
Youth Resident.....	\$20.00
Youth Nonresident.....	\$40.00

Athletic Camps (Offered through P&R by individuals & Organizations).....10% of gross

Athletic Field Rental (includes club teams, i.e. AAU, etc.)

Up to 2 hours (day hours) - Resident.....	\$25.00
Up to 2 hours (day hours) - Nonresident	\$50.00
Up to 2 hours (night hours) - Resident	\$40.00
Up to 2 hours (night hours) - Nonresident.....	\$80.00
2 - 4 hours - Resident (day hours)	\$45.00
2 - 4 hours - Nonresident (day hours).....	\$90.00
2 - 4 hours - Resident (night hours).....	\$90.00
2 - 4 hours - Nonresident (night hours)	\$150.00
4 hours - All Day - Resident.....	\$150.00
4 hours - All Day - Nonresident	\$220.00

Field/Game Set Up Fees

Baseball/Softball	\$30.00
Soccer	\$50.00

Tournaments Fee for Resident \$175.00/day/field
or ½ of gate admission if charged

Tournament Fee for Nonresident..... \$200.00 /day/field
or ½ of gate admission if charged

***\$200.00 Deposit for Tournament Field Rental – NON-REFUNDABLE**

SMALL PICNIC SHELTERS / (Smith Collins, Gertrude Johnson, CP #1, CP #4)

Up to 2 hours - Resident \$25.00
Up to 2 hours - Nonresident \$50.00
2 - 4 hours - Resident..... \$50.00
2 - 4 hours - Nonresident \$100.00
4 hours - All Day - Resident..... \$80.00
4 hours - All Day - Nonresident \$160.00

MEDIUM PICNIC SHELTERS / (CP #5, Town Commons)

Up to 2 hours - Resident..... \$40.00
Up to 2 hours - Nonresident \$80.00
2 - 4 hours - Resident..... \$60.00
2 - 4 hours - Nonresident \$120.00
4 hours - All Day - Resident..... \$100.00
4 hours - All Day - Nonresident \$200.00

LARGE PICNIC SHELTERS / (Rotary)

(1/2 Shelter Rates Available for Less than 50 People)

Up to 2 hours:

½ Shelter

Resident..... \$40.00
Nonresident \$80.00

Entire Shelter

Resident \$75.00
Nonresident \$150.00

Up to 4 hours:

½ Shelter

Resident..... \$60.00
Nonresident \$120.00

Entire Shelter

Resident..... \$90.00
Nonresident \$180.00

Up to 8 hours:

Entire Shelter

Resident..... \$125.00
Nonresident \$250.00

Town Hall Park Use

Up to 2 hours:

Resident..... \$25.00
Nonresident \$50.00

Rental fee for 2-4 hours

Resident..... \$35.00
Nonresident \$70.00

Rental fee for 4-8 hours

Resident..... \$60.00
 Nonresident \$120.00

Additional Rental Fee for each hour over 8 hours \$25.00/hour

Recreation & Aquatics Center

Membership Rates are based on annual agreements.

Members receive a 10% discounts on services and programs.

Smithfield Residents are those persons living within the corporate limits of Smithfield.

Enrollment Fee: \$35.00/ per person
 Monthly Drafts/Annual Payment10% Discount

<u>Membership Type</u>	Smithfield Residents		Non-Resident Rates	
	Community	Corporate	Community	Corporate
Individual	\$40.00 / \$432.00	\$30.00/ \$324.00	\$52.00/ 561.60	\$42.00/ 453.60
Senior (Ind)	\$25.00/ 300.00	\$25.00/ 300.00	\$40.00/453.60	\$25.00/ 300.00
Town of Smithfield Employee/	<i>No charge for Full-Time employees</i>		<i>No charge for Full-Time employees</i>	
Johnston County School Employee		25% off Resident Applicable Rate		25% Off Non-Resident Applicable Rate
Family add-on (per)	\$7.00/ per person	\$7.00/ per person	\$10.00/ per person	\$10.00/ per person

New rates apply upon renewal of contract

Daily Admission

Children 2 and under

ResidentFree
 NonresidentFree

Youth 3 – 17

Resident.....\$4.00
 Nonresident.....\$7.00

Adult 18-58

Resident.....\$7.00
 Nonresident.....\$10.00

Seniors 59+

Resident.....	\$4.00
Nonresident.....	\$7.00

Punch Cards – 10 Visits

Resident.....	\$60.00
Nonresident.....	\$90.00

Special Membership Rates

Johnston Community College Student Membership Rates

- 9 month membership commitment from August 15 to May 15 (consistent with academic calendar)
- Must show current student ID/tuition info., etc.
- \$25.00 per month/\$225.00 for the 9 month term
- 10% discount if paid in full upfront
- \$35.00 enrollment fee
- \$9.00 annual amenities fee

HOA Membership Rates (Smithfield Town Limits Only)

\$26.50 per household for residential subdivision of 100 or more residences.

Aquatics Program Fees

Swim Lessons

Base Lesson Rate is \$15.00/ per lesson
 Non-Resident \$20.00/per lesson

3 Lessons

Resident	\$45.00
Non Resident.....	\$60.00

5 Lessons

Resident.....	75.00
Non Resident.....	\$100.00

Summer Swim Team

Resident.....	\$70.00
Nonresident.....	\$105.00

Lane Rental..... \$10.00 per lane/ per hour

Day Care Rental..... \$5.00 per child for 1 ½ hours in pool area

Swim Meet Rental

	<u>Resident</u>	<u>Nonresident</u>
Timing System per day.....	\$500.00.....	\$550.00 per day
Pool Rental.....	\$900.00.....	\$990.00 per day

SRAC Programs

Birthday Pool Parties

Resident.....	\$125.00/ 25 children
Nonresident.....	\$165.00/ 25 children
After Hours Fee (if party booked past regular operating hours).....	\$75.00
Extra Rental (1/2 basketball court, other pool).....	\$50.00

Summer Camp (8:30 am – 4:30 pm)

Resident	\$100.00/week
Nonresident.....	\$140.00/week
(10% off after first child, if SRAC Member)	
Early Drop Off/ Late Pick up	\$25.00/ week

Facility Rental Rates

Trash Deposit\$50.00 clean-up deposit required for facility use.
 (Refundable if trash is picked up and areas are left as deemed due to normal wear and tear)
 Cancellation Policy24 hour notice prior to event.
 (If cancellation is received prior to usage, a credit can be applied to a future facility use)

<u>Multi-Purpose (Monday – Thursday)</u>	<u>Resident</u>	<u>Nonresident</u>
Up to 2 hour	\$40.00	\$65.00
2-4 hours	\$60.00	\$85.00
4 hours – All Day.....	\$100.00	\$140.00

<u>Multi-Purpose (Friday – Sunday)</u>	<u>Resident</u>	<u>Nonresident</u>
Up to 2 hour	\$100.00	\$140.00

<u>Gymnasium</u>	<u>Resident</u>	<u>Nonresident</u>
Up to 2 hours	\$250.00	\$330.00
2-4 hours	\$400.00	\$550.00
4 hours – All Day.....	\$600.00	\$825.00

<u>½ Gymnasium</u>	<u>Resident</u>	<u>Nonresident</u>
Up to 2 hours	\$125.00	\$220.00
2-4 hours	\$250.00	\$440.00
4 hours – All Day.....	\$400.00	\$600.00

Banquet Room and Catering Kitchen

\$65.00/ hour (minimum 3 hours)
 \$520.00/ day (8 hours)
 \$260.00 Deposit
 \$20.00/ hour Custodial Fee

COMMERCIAL RENTAL FEE

Any facility that is being rented for a commercial purpose and a fee/admission is being charged, there will be a fee of 10% of all admission/entrance fees in addition to the applicable rental fee(s) associated with the rental.

4 Rentals of the same facility within a 30 day period will receive a 20% discount on rental fees of those facilities.

15 Rentals of the same facility within a calendar year will receive a 30% discount on rental fees of those facilities.

*** The Town Manager may approve individual fee adjustments for special events and programs as needed.*

Planning & Zoning Fees

Application Fees:

Annexation Petition.....	N/C
Zoning Text Amendment	\$400.00
Rezoning.....	400.00
Planned unit development rezoning.....	\$400.00 + \$10.00 per acre

Variance application.....	\$400.00
Appeal from UDO Administrator Decision.....	\$400.00
Sign Permit.....	\$50.00
Zoning Permit:	
• Single Family & Two Family.....	\$25.00
• Commercial & Multi Family.....	\$100.00
• Special Zoning Permits (Council Approval Req.).....	\$100.00
o Non-profit uses.....	\$N/C
• Temporary Uses.....	\$100.00
Driveway Permit.....	\$25.00
Right-of-Way Permit – Utility Street Cuts.....	\$25.00
Right-of-Way Permit – Encroachment.....	\$300.00
Re-advertising a Public Hearing at applicant’s request.....	\$200.00
Site Plan/Construction Plan Review.....	\$300+\$50 per acre
Special Use Permit:	
• General SUP.....	\$400.00
• Manufactured home park.....	\$300.00 + 5.00 per lot
Subdivision:	
• Exempt/Easement/Recombination plat.....	\$50.00
• Minor subdivision.....	\$100.00 + 5.00 per lot
• Major subdivision preliminary plat and construction plans.....	\$500.00 + 5.00 per lot
• Major subdivision final plat.....	\$250.00
• Site Plan/Construction Plan review.....	\$300.00 + \$50.00/ac.
Storm Water Permit -Residential and nonresidential.....	\$100/disturbed acre (\$850 minimum)
Wireless Communication (small cell).....	\$50.00

Storm Water Annual Inspection Fee (if owner does not provide licensed engineer for inspection):

- Storm Water Management Facility (less than 1 ac).....\$750.00
- Storm Water Management Facility Size (1ac to 3 ac).....\$1000.00
- Storm Water Management Facility (greater than 3 ac).....\$1250.00

Note: Non-Profit organizations are exempt from Planning and Zoning Fees if the proper documentation confirming non-profit status is provided to the inspector.

Vacant Building Registration Fees

Annual vacant property registration fee.....	\$15.00
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Other Fees

Annual vacant property registration fee.....	\$15.00
Street vender fee.....	\$100.00
Annual Locally Grown Agricultural Sales.....	\$100.00
Zoning letter/FOIA requests.....	\$100.00

Civil Penalties The following civil penalties may be imposed on a person who violates the Zoning Ordinance:

- A) Individual Violation: There shall be a civil penalty of \$50.00 violation. Each day that any violation continues shall constitute a separate violation. Penalties are due within 30 days of receipt of the notice of violation.
- B) Continuing Violation: The notice of violation and correction order (hereinafter referred to as the “Notice”), shall provide at least 10 days but not more than 30 days for the violation to be corrected, based upon the type and degree of the violation. If a violation is not corrected within the amount of time prescribed, as measured from the receipt of such Notice, then civil penalties accrue starting on

Financial Report

the study. The first author (SM) was the primary investigator and was responsible for the design, data collection, data analysis and writing of the manuscript. The second author (MM) was responsible for the design, data collection, data analysis and writing of the manuscript. The third author (MM) was responsible for the design, data collection, data analysis and writing of the manuscript.

2. Methods

2.1. Design

The study was a descriptive study of the prevalence of the risk factors for the development of the disease.

2.2. Participants

The study was conducted in a tertiary care hospital in Tehran, Iran. The study was approved by the ethics committee of the hospital. The study was conducted in a tertiary care hospital in Tehran, Iran. The study was approved by the ethics committee of the hospital. The study was conducted in a tertiary care hospital in Tehran, Iran. The study was approved by the ethics committee of the hospital.

2.3. Data collection

The data were collected by a trained research assistant. The data were collected by a trained research assistant. The data were collected by a trained research assistant. The data were collected by a trained research assistant. The data were collected by a trained research assistant.

2.4. Data analysis

The data were analysed using SPSS software. The data were analysed using SPSS software.

2.5. Results

The prevalence of the disease was 10%. The prevalence of the disease was 10%.

2.6. Discussion

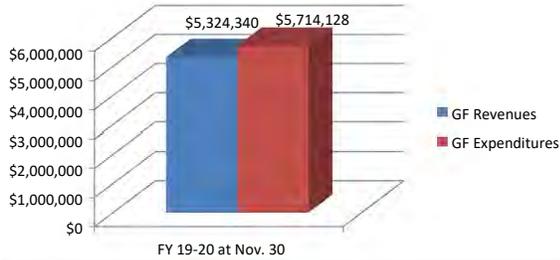
The results of the study are consistent with the literature. The results of the study are consistent with the literature. The results of the study are consistent with the literature. The results of the study are consistent with the literature. The results of the study are consistent with the literature.

2.7. Conclusion

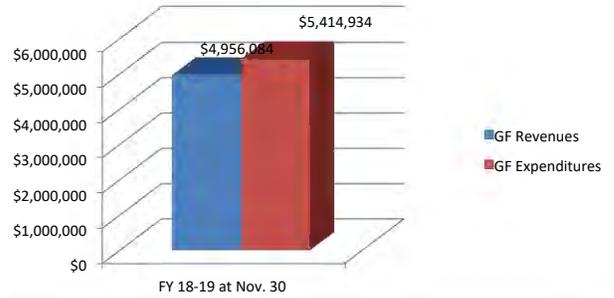
The study shows that the prevalence of the disease is 10%. The study shows that the prevalence of the disease is 10%. The study shows that the prevalence of the disease is 10%. The study shows that the prevalence of the disease is 10%. The study shows that the prevalence of the disease is 10%.

Town of Smithfield Revenues vs. Expenditures

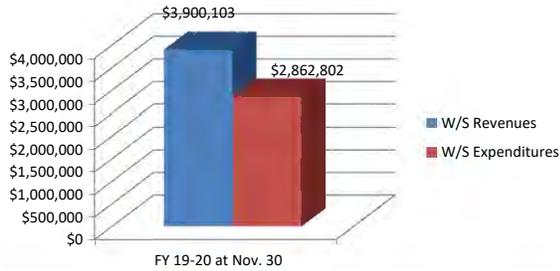
**2019 YTD GF Revenues vs.
Expenditures**



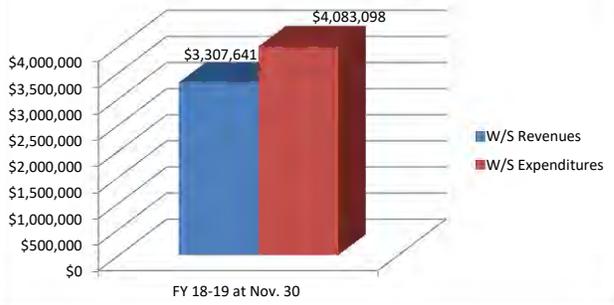
2018 GF Same Period



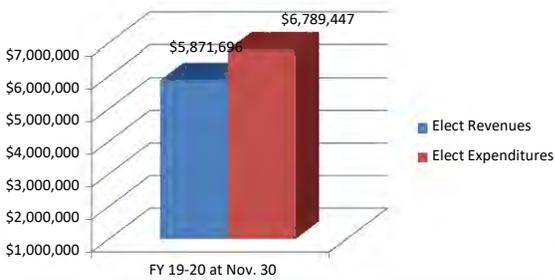
**2019 YTD W/S Revenues vs.
Expenditures**



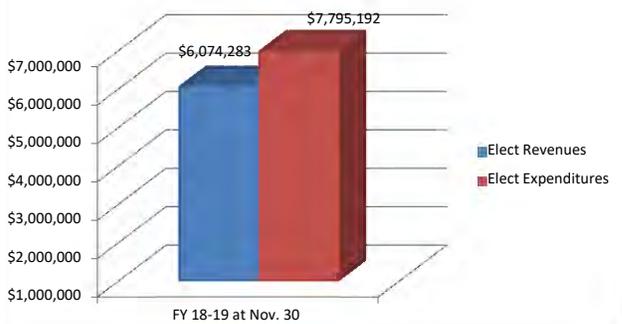
2018 W/S Same Period



**2019 YTD Electric Revenues vs.
Expenditures**



2018 Electric Same Period



TOWN OF SMITHFIELD
MAJOR FUNDS FINANCIAL SUMMARY REPORT
November 30, 2019
Gauge: 5/12 or 41.7 Percent

GENERAL FUND

	Frequency	Actual to Date		
		FY '18-19	FY '19-20	FY '19-20
Revenues				
Current & Prior Year Property Taxes	Monthly	\$ 2,053,131	\$ 6,276,000	\$ 2,344,570
Motor Vehicle Taxes	Monthly	240,585	505,000	264,802
Utility Franchise Taxes	Quarterly	225,822	975,000	228,119
Local Option Sales Taxes	Monthly	660,296	2,400,000	691,144
Aquatic and Other Recreation	Monthly	303,798	738,000	314,250
Sanitation (Includes Penalties)	Monthly	471,146	1,335,300	484,061
Grants			49,500	270,529
All Other Revenues		1,001,306	1,394,636	-
Loan Proceeds		-	-	726,865
Transfers (Electric and Fire Dist.)		-	261,214	-
Fund Balance Appropriated		-	1,593,056	-
Total		\$ 4,956,084	\$ 15,527,706	\$ 5,324,340

	Actual to Date		
	FY '18-19	FY '19-20	FY '19-20
Expenditures			
General Gov.-Governing Body	\$ 176,350	\$ 459,438	\$ 204,793
Non Departmental	385,909	929,616	404,568
Debt Service	733,267	939,258	568,124
Finance	40,877	115,511	39,199
Planning	200,058	455,635	142,721
Police	1,335,443	4,073,619	1,401,702
Fire	932,595	2,169,318	946,061
EMS	-	-	-
General Services/Public Works	199,498	601,590	226,867
Streets	166,221	1,664,371	167,967
Motor Pool/Garage	29,177	103,816	35,123
Powell Bill	13,604	333,815	22,249
Sanitation	437,811	1,287,765	464,981
Parks and Rec	354,806	1,105,243	658,616
SRAC	400,445	981,173	419,412
Sarah Yard Center	8,873	46,500	11,745
Contingency	-	261,038	-
Appropriations/Contributions	-	-	-
Total	\$ 5,414,934	\$ 15,527,706	\$ 5,714,128

YTD Fund Balance Increase (Decrease) - -

WATER AND SEWER FUND

Revenues	Actual to Date	Budget	Actual to Date
	FY '18-19	FY '19-20	FY '19-20
Water Charges	\$ 982,723	\$ 2,852,000	\$ 1,027,512
Water Sales (Wholesale)	564,290	\$ 1,400,000	\$ 675,664
Sewer Charges	1,563,534	4,180,000	1,628,825
Tap Fees	700	2,500	4,450
All Other Revenues	196,394	110,400	63,652
Grants	-	-	500,000
Loan Proceeds	-	-	-
Fund Balance Appropriated	-	132,941	-
Total	\$ 3,307,641	\$ 8,677,841	\$ 3,900,103

Expenditures	Actual to Date	Budget	Actual to Date
	FY '18-19	FY '19-20	FY '19-20
Water Plant (Less Transfers)	\$ 723,443	\$ 1,980,216	\$ 725,483
Water Distribution/Sewer Coll (Less Transfers)	1,474,768	4,480,720	1,789,170
Transfer to General Fund	-	-	-
Transfer to W/S Capital Proj. Fund	1,350,000	1,250,000	-
Debt Service	534,887	653,574	348,149
Contingency	-	313,331	-
Total	\$ 4,083,098	\$ 8,677,841	\$ 2,862,802

ELECTRIC FUND

Revenues	Actual to Date	Budget	Actual to Date
	FY '18-19	FY '19-20	FY '19-20
Electric Sales	\$ 5,936,158	\$ 16,550,000	\$ 5,729,575
Penalties	58,182	150,000	54,327
All Other Revenues	79,943	156,000	87,794
Grants	-	-	-
Loan Proceeds	-	-	-
Fund Balance Appropriated	-	100,000	-
Total	\$ 6,074,283	\$ 16,956,000	\$ 5,871,696

Expenditures	Actual to Date	Budget	Actual to Date
	FY '18-19	FY '19-20	FY '19-20
Administration/Operations	\$ 944,574	\$ 2,363,740	\$ 900,303
Purchased Power - Non Demand	2,067,701	12,750,000	2,059,027
Purchased Power - Demand	2,763,685	-	2,953,468
Purchased Power - Debt	481,740	-	481,740

Debt Service	351,278	351,279	351,307
Capital Outlay	-	120,000	43,602
Contingency	-	332,481	-
Transfers to Electric Capital Proj Fund	1,100,000	950,000	-
Transfer to Electric Capital Reserve		-	-
Transfers to General Fund	86,214	88,500	-
Total	<u>\$ 7,795,192</u>	<u>\$ 16,956,000</u>	<u>\$ 6,789,447</u>

CASH AND INVESTMENTS FOR APRIL

General Fund (Includes P. Bill)	11,687,263		
Water and Sewer Fund	7,909,479		
Electric Fund*	9,820,943		
JB George Endowment (40)	134,494		
Water Plant Expansion (43)	2,623,645		
Booker Dairy Road Fund (44)	457,896		
Capital Project Fund: Wtr/Sewer (45)	(121,011)		
Capital Project Fund: General (46)	176,611		
Capital Project Fund: Electric (47)	536,133	1st CITIZENS	26,227,948
FEMA Acquisitions and Elevations	(14,436)	NCCMT	2,368,153
Firemen Relief Fund (50)	118,219	KS BANK	3,713,289
Fire District Fund (51)	89,311	UNITED COMM	1,290,135
General Capital Reserve Fund (72)	180,978	PNC BANK	-
Total	<u>\$ 33,599,525</u>		<u>\$ 33,599,525</u>

*Plug

Account Balances Confirmed By Finance Director on 12/18/2019

Department Reports



FINANCE DEPARTMENTAL REPORT FOR NOVEMBER, 2019

SUMMARY OF ACTIVITIES FOR MAJOR FUNDS (10,30,31):

Daily Collections/Property Taxes/Other.....	\$3,627,852
Franchise Tax.....	0
Sales & Use Tax.....	235,564
Powel Bill.....	0
Total Revenue	\$3,863,416

Expenditures: General, Water, and Electric..... \$3,244,648

FINANCE:

- Compiled and submitted monthly retirement report on 11/30/2019
- Issued 44 purchase orders
- Processed 806 vendor invoices for payment and issued 460 accounts payable checks
- Prepared and processed 3 regular payrolls and 1 special payroll for volunteer firemen. Remitted federal and state payroll taxes on 11/01, 11/15, and 11/29/19
- Issued 0 new privilege licenses (new law change in effect 7/1/2015)
- Sent 0 past due notices for delinquent privilege license
- Issued 0 peddler license
- Sent 0 notices for grass cutting
- Collected \$0 in grass cutting invoices. Total collected to date is \$8,436
- Processed 8 NSF Checks/Fraudulent Cards (Utility and SRAC)
- Bad debt calendar year-to-date collections total \$37,849.65 (EMS = \$10,121.45; SRAC = \$6,346.15; Utility= \$21,382.05; and Other = \$0).
- Invoiced 5 grave opening for a total of \$3,500.
- Invoiced Smithfield Housing Authority, Johnston Community College, Johnston County Schools and Neuse Charter School for Police Security
- Earned \$5,640.45 in interest from FCB and paid 0 in fees on the central depository account
- Paid \$6,922.67 in credit/debit card fees.

FINANCE DIRECTOR

- Attended Town Council Meeting on November 10, 2019
- Attended Department Head Meetings on November 12 and 19
- Completed OPEB Application and All Required Attachments for Actuarial Study
- Responded to Auditor's questions via email throughout the month



Town of Smithfield
 Planning Department
 350 E. Market St Smithfield, NC 27577
 P.O. Box 761, Smithfield, NC 27577
 Phone: 919-934-2116
 Fax: 919-934-1134

BOARD ACTIONS REPORT - 2019

November

Town Council

Zoning Map Ammendments	0
Special Use Permit	1
Zoning Ordinance Amendments	0
Major Subdivisions	0
Annexations	0
Special Events	1
Town Plan	1

Planning Board

Zoning Map Amendments	1
Zoning Ordinance Ammendments	0
Major Subdivisions	1
Town Plan Review	

Board of Adjustment

Variance	0
Admin Appeal	0

Historic Properties Commission

Certificate of Appropriateness	0
Historic Landmarks	0



Town of Smithfield
Planning Department
350 E. Market St Smithfield, NC 27577
P.O. Box 761, Smithfield, NC 27577
Phone: 919-934-2116
Fax: 919-934-1134

Permit Issued for November 2019

			Permit Fees	Permits Issued
Zoning	Land Use		700.00	7
Site Plan	Minor Site Plan		\$675.00	27
Zoning	Sign		\$300.00	6
	Report Period		\$1,675.00	40
	Fiscal YTD Total:		\$8,050.00	125
Z19-000154	Zoning	Land Use	Spanky's Christmas Trees	404 N Brightleaf Blvd
Z19-000146	Zoning	Sign	College Plaza	1547 E. Market St.
Z19-000153	Zoning	Sign	Hampton Inn	120 Towne Centre Place
Z19-000038	Zoning	Sign	Sound Station & Security	713 East Market Street
Z19-000147	Zoning	Sign	The Wash House	1331 N. Brightleaf Blvd
Z19-000148	Zoning	Sign	Perfume outlet	1025 Outlet Center Dr
SP19-000069	Site Plan	Minor Site Plan	pool house	107 North Lakeside Dr
SP19-000070	Site Plan	Minor Site Plan	Single Family Dwelling	118 Sturgeon Street
SP19-000072	Site Plan	Minor Site Plan	Single Family Dwelling	110 Sunfish Street
SP19-000073	Site Plan	Minor Site Plan	Single Family Dwelling	118 Sunfish Street
SP19-000074	Site Plan	Minor Site Plan	Single Family Dwelling	124 Sunfish Street
SP19-000075	Site Plan	Minor Site Plan	Single Family Dwelling	132 Sunfish Street
SP19-000076	Site Plan	Minor Site Plan	single Family Dwelling	138 Sunfish Street
SP19-000077	Site Plan	Minor Site Plan	Single Family Dwelling	150 Sunfish Street
Z19-000149	Zoning	Land Use	Remodel and Restoration	937 N Brightleaf Blvd
Z19-000150	Zoning	Land Use	Comfort Shield HVAC	937 N Brightleaf Blvd
Z19-000151	Zoning	Land Use	Ortiz Tires	116 S Brightleaf Blvd
SP19-000078	Site Plan	Minor Site Plan	Single Family Dwelling	132 Croatan Drive
SP19-000079	Site Plan	Minor Site Plan	Single Family Dwelling	189 Sturgeon Street
SP19-000080	Site Plan	Minor Site Plan	Single Family Dwelling	165 Sturgeon Street
SP19-000081	Site Plan	Minor Site Plan	Single Family Dwelling	157 Sturgeon Street

SP19-000082	Site Plan	Minor Site Plan	Single Family Dwelling	133 Sturgeon Street
SP19-000083	Site Plan	Minor Site Plan	Single Family Dwelling	125 Sturgeon Street
SP19-000084	Site Plan	Minor Site Plan	Single Family Dwelling	126 Sturgeon Street
SP19-000085	Site Plan	Minor Site Plan	Single Family Dwelling	131 Croatan Court
SP19-000086	Site Plan	Minor Site Plan	Single Family Dwelling	129 Croatan Court
SP19-000087	Site Plan	Minor Site Plan	Single Family Dwelling	190 Sunfish Street
SP19-000088	Site Plan	Minor Site Plan	Single Family Dwelling	198 Sunfish Street
SP19-000089	Site Plan	Minor Site Plan	Single Family Dwelling	181 Sturgeon Street
SP19-000090	Site Plan	Minor Site Plan	Single Family Dwelling	149 Sturgeon Street
SP19-000091	Site Plan	Minor Site Plan	Single Family Dwelling	141 Sturgeon Street
SP19-000092	Site Plan	Minor Site Plan	Single Family Dwelling	173 Sturgeon Street
SP19-000093	Site Plan	Minor Site Plan	Single Family Dwelling	176 Sunfish Street
Z19-000152	Zoning	Land Use	I & K Services	24 Noble Street
SP19-000094	Site Plan	Minor Site Plan	Accessory Structure	4330 Swift Creek Road
SP19-000095	Site Plan	Minor Site Plan	Accessory Structure	466 Cleveland Road
SP19-000096	Site Plan	Minor Site Plan	Single Family Dwelling	311 N. Fourth Street
Z19-000155	Zoning	Land Use	Five GIS Rex Properties	530-540 North Street
Z19-000156	Zoning	Land Use	Johnson Broadcast	1270 Buffalo
Z19-000157	Zoning	Sign	North State Acceptance	921 N Brightleaf Blvd



**TOWN OF SMITHFIELD
POLICE DEPARTMENT
MONTHLY REPORT
MONTH ENDING November 30, 2019**

I. STATISTICAL SECTION

Month Ending Nov. 30, 2019	Nov-19	Nov-18	Total 2019	Total 2018	YTD Difference
Calls For Service	1622	1642	18114	20702	-2588
Incident Reports Completed	128	115	1524	1489	35
Cases Closed	90	103	1074	1097	-23
Accident Reports	92	81	828	797	31
Arrest Reports	88	89	1012	1193	-181
Burglaries Reported	5	9	60	70	-10
Drug Charges	17	18	317	375	-58
DWI Charges	8	16	77	77	0
Citations Issued	128	174	1637	2577	-940
Speeding	16	39	301	864	-563
No Operator License	22	44	373	480	-107
Registration Violations	27	17	195	346	-151

II. PERSONNEL UPDATE

The department currently has six vacant positions. The agency has two conditional offers for new hires (one graduates in December 2019 and the other will not be available till April of 2020).

III. MISCELLANEOUS

The Police Department partnered with Greater Vision Worship Center and the SRAC to provide six (6) families with Thanksgiving Meals. Mandatory in-service training continues during the month of November. The officers assisted with multiple tours of the police department by various school children. Assisted with judging science fair projects at the Neuse Charter School. Captain Grady assisted Smithfield Cinema with its anniversary event and I attended a Book Signing at the Library for Timothy Monroe (former police officer with the town).

REPORTED UCR OFFENSES FOR THE MONTH OF NOVEMBER 2019

PART I CRIMES	November 2018	November 2019	+/-	Percent Changed	Year-To-Date 2018	Year-To-Date 2019	+/-	Percent Changed
MURDER	0	0	0	N.C.	0	2	2	N.C.
RAPE	0	0	0	N.C.	2	2	0	0%
ROBBERY	0	4	4	N.C.	13	11	-2	-15%
Commercial	0	3	3	N.C.	1	5	4	400%
Individual	0	1	1	N.C.	12	6	-6	-50%
ASSAULT	3	1	-2	-67%	37	42	5	14%
* VIOLENT *	3	5	2	67%	52	57	5	10%
BURGLARY	9	4	-5	-56%	67	54	-13	-19%
Residential	6	1	-5	-83%	44	34	-10	-23%
Non-Resident.	3	3	0	0%	23	20	-3	-13%
LARCENY	29	43	14	48%	365	338	-27	-7%
AUTO THEFT	1	1	0	0%	17	12	-5	-29%
ARSON	1	0	-1	-100%	2	0	-2	-100%
* PROPERTY *	40	48	8	20%	451	404	-47	-10%
PART I TOTAL:	43	53	10	23%	503	461	-42	-8%
PART II CRIMES								
Drug	20	17	-3	-15%	333	262	-71	-21%
Assault Simple	1	9	8	800%	107	70	-37	-35%
Forgery/Counterfeit	2	0	-2	-100%	39	26	-13	-33%
Fraud	5	5	0	0%	64	76	12	19%
Embezzlement	1	0	-1	-100%	5	2	-3	-60%
Stolen Property	0	2	2	N.C.	19	11	-8	-42%
Vandalism	6	2	-4	-67%	51	58	7	14%
Weapons	1	0	-1	-100%	24	4	-20	-83%
Prostitution	0	0	0	N.C.	0	0	0	N.C.
All Other Sex Offens	0	0	0	N.C.	0	2	2	N.C.
Gambling	0	0	0	N.C.	0	0	0	N.C.
Offn Agnst Faml/Chld	0	1	1	N.C.	5	7	2	40%
D. W. I.	17	9	-8	-47%	73	83	10	14%
Liquor Law Violation	1	0	-1	-100%	4	7	3	75%
Disorderly Conduct	0	0	0	N.C.	6	17	11	183%
Obscenity	0	0	0	N.C.	1	1	0	0%
Kidnap	0	0	0	N.C.	0	4	4	N.C.
Human Trafficking	0	0	0	N.C.	0	0	0	N.C.
All Other Offenses	4	23	19	475%	90	334	244	271%
PART II TOTAL:	58	68	10	17%	821	964	143	17%
GRAND TOTAL:	101	121	20	20%	1324	1425	101	8%

N.C. = Not Calculable



**Town of Smithfield
Fire Department
November 2019**

I. Statistical Section

Responded to	2019 Nov	Nov IN	Nov OUT	2018 Nov	2019 IN	2019 OUT	2019 YTD	2018 YTD
Total Structure Fires Dispatched	6	1	5	14	41	66	101	109
Confirmed Structure Fires (Our District)	0	0	0	6	20	4	24	33
Confirmed Structure Fires (Other Districts)	4	0	4	3	0	38	38	21
EMS/Rescue Calls	130	124	6	104	1311	56	1367	1466
Vehicle Fires	1	0	1	3	8	2	10	23
Motor Vehicle Accidents	24	22	2	20	176	31	207	211
Fire Alarms (Actual)	12	11	1	23	93	6	99	99
Fire Alarms (False)	7	6	1	21	139	9	148	128
Misc./Other Calls	22	19	3	39	277	36	313	306
Mutual Aid (Received)	1	0	0	6	0	0	40	55
Mutual Aid (Given)	5	0	0	10	0	0	80	73
Overlapping Calls (Calls at the same time)	19	0	0	18	0	0	453	296
TOTAL EMERGENCY RESPONSES	200	182	18	182	2024	182	2206	2287

* Denotes the breakdown of calls, these are not calculated into the totals *
IN/OUT denotes in and out of the Town, not outside the fire district. When we respond to another fire district (Mutual Aid), which is outside of our total fire district boundaries that is reported in (**Other Districts**).

	Nov	YTD
Fire Inspections/Compliance Inspections	32	432
Public Fire Education Programs	6	55
Children in Attendance	495	2608
Adults in Attendance	423	1508
Plans Review Construction/Renovation Projects	0	29
Fire Code Citations	0	2
Fire Lane Citations	0	0
Consultation/Walk Through	3	89
Re-Inspections	1	86

II. Major Revenues

	Nov	YTD
Inspections	\$1,200.00	\$14,005.00
False Alarms	\$100.00	\$3,000.00
Fire Recovery USA	\$0.00	\$3,970.00
EMS Debt Setoff	\$207.23	\$2,504.52

Major Expenses for the Month:

III. Personnel Update:

IV. Narrative of monthly departmental activities:

- We participated in an Event or Fire prevention/Training program's in the month of November:
 - JWL - Touch a Truck – Downtown
 - Fire Prevention – Council on Aging
 - Fire Station Tour – First Baptist Church
 - Fire Safety/Prevention – Smithfield Cinemas
 - Fire Station Tour – Johnston, Lee, Harnett Head-start
 - Career Day - Smithfield Middle School

Appearance Commission November 2019 Monthly Report:

E Market Street Welcome Sign

- Lighting was installed at new E Market Welcome Sign. Landscaping will be installed as soon as underground utilities are located.

Grantham's Well Project

- Remodeling of the old Grantham's Well is underway. The well is located at the corner of S 4th and Woodall Street. Lena Parks, granddaughter of the Grantham's, is funding a majority of the restoration project.

Next Appearance Commission meeting is scheduled on Tuesday January 15th at 5:00pm. All meetings are held in the conference room at Town Hall.

**Town of Smithfield
Public Works Department
Nov. 30, 2019**



149 Total Work Orders completed by the Public Works Department

6 Burials, at \$700.00 each = \$4,900.00

0 Cremation Burial, \$400.00 each = \$0.00

\$2,000.00 Sunset Cemetery Lot Sales

\$1,250.00 Riverside Extension Cemetery Lot Sales

385.36 tons of household waste collected

150 tons of yard waste collected

4.4 tons of recycling collected

125 scrap tires were recycled

Town of Smithfield
Public Works Appearance Division
Cemetery, Landscapes, and Grounds Maintenance
Buildings, Facilities, and Sign Division
Monthly Report
Nov. 30, 2019



I. Statistical Section

7 _____ Burials

6 _____ Works Orders – Buildings & Facilities Division

25 _____ Work Orders – Grounds Division

35 _____ Work Orders – Sign Division

II. Major Revenues

Sunset Cemetery Lot Sales: \$2,000.00

Riverside Ext Cemetery Lot Sales: \$1,250.00

Grave Opening Fees: \$4,900.00

Total Revenue: \$8,150.00

III. Major Expenses for the Month:

None for the month.

IV. Personnel Update:

None for the month.

V. Narrative of monthly departmental activities:

The overall duties include daily maintenance on cemeteries, landscapes, right-of-ways, buildings and facilities. The Appearance Division safety meeting was on "Spotter Safety in the Workplace".

Town of Smithfield
Public Works Drainage/Street Division
Monthly Report
Nov. 30, 2019



I. Statistical Section

- a. All catch basins in problem areas were cleaned on a weekly basis
- b. 14.5 Tons of Asphalt was placed in 1 utility cut and 1 large gator area.
- c. Scraped dirt roads, S Crescent Street, Gaston Street and Walnut Drive.
- d. 14 Work Orders – 330lbs. of Cold Patch was used for 14 Potholes.

II. Major Revenues
None for the month

III. Major Expenses for the Month:
\$695.18 to Gregory Poole for back glass in 420 Cat backhoe.

IV. Personnel Update:
None for the month

V. Narrative of monthly departmental activities:
The Public Works Department safety meeting on "Spotter Safety in the Workplace".

**Town of Smithfield
Public Works Department
Nov. 2019 Drainage Report**

Location: Touch a Truck (Downtown) Event.
Starting Date: 11/1/2019
Completion Date: 11/4/2019
Description: Assisted Downtown Development with Touch a Truck Event.
Man-hours: 3.5hrs.
Equipment: 412 Pickup, Trash Truck, Cone trailer.
Materials: 16 Event Containers and 75 Traffic Cones.

Location: FEMA Lot beside Travel Odyssey on S 3rd Street.
Starting Date: 11/5/2019
Completion Date: 11/5/2019
Description: Filled in low area with topsoil for positive drainage.
Man-hours: 2hrs.
Equipment: 420 Cat backhoe.
Materials: 2 yards of topsoil.

Location: Outlet Center Drive in front of Outback Steakhouse, 618 S 4th Street.
Starting Date: 11/6/2019
Completion Date: 11/6/2019
Description: Repaired a 5'x51' gator section of roadway and 3'x4' utility cut.
Man-hours: 33hrs.
Equipment: 420 Cat backhoe, 405 dump truck, 408 flatbed plus hand tools.
Materials: 14.5 tons of surface mix asphalt.

Location: 300 McCullers Street.
Starting Date: 11/7/2019
Completion Date: 11/7/2019
Description: Repaired sinkhole beside drainage culvert for positive drainage.
Man-hours: 2hrs.
Equipment: 412 plus hand tools.
Materials: (2) 80lbs. bags of concrete.

Location: Downtown.
Starting Date: 11/4/2019
Completion Date: 11/4/2019
Description: Put up American Flags for Veteran's Day.
Man-hours: 8hrs.
Equipment: 402 plus hand tools.
Materials: N/A

Location: Bella Square Subdivision.
Starting Date: 11/14/2019
Completion Date: 11/14/2019
Description: Installed 4 stop signs and 8 street blades in subdivision. Contractor paid for materials.
Man-hours: 6hrs.
Equipment: 412 plus hand tools.
Materials: 4 stop signs and 8 street blades.

Location: Community College JoCo Works Career Expo.
Starting Date: 11/13/2019
Completion Date: 11/15/2019
Description: Assisted the Community College with Event.
Man-hours: 6.5hrs.
Equipment: 412 plus trailer, trash truck and street sweeper.
Materials: 14 event containers, 34 traffic barrels and yellow barricades.

Location: East and West Market Street, North and South Third Street, Town Facilities and Town Hall court yard.
Starting Date: 11/18/2019
Completion Date: 11/25/2019
Description: Installed Christmas decorations and downtown banners.
Man-hours: 106.5hrs.
Equipment: 905,903,402 plus hand tools.
Materials: 2 cases of C7 Christmas bulbs.

Location: Coats and Hartley, Coats Street, 801 S 5th, 7th and Church, 7th and Davis, 1051 Outlet Center Drive, Sunset Cemetery, Massey and Collier.
Starting Date: 11/21/2019
Completion Date: 11/27/2019
Description: Repaired 14 potholes with Perma Patch asphalt.
Man-hours: 2.6hrs.
Equipment: 412 plus hand tools.
Materials: 5.5 bags of Perma Patch asphalt.

Location: Gaston Street, S Crescent Street, S Walnut Drive.
Starting Date: 11/25/2019
Completion Date: 11/25/2019
Description: Scraped gravel Streets with backhoe.
Man-hours: 6.6hrs.
Equipment: 420 Cat backhoe.
Materials: N/A

**Town of Smithfield
Public Works Fleet Maintenance Division
Monthly Report
Nov. 30, 2019**



I. Statistical Section

 0 Preventive Maintenances
 0 North Carolina Inspections
 32 Work Orders

II. Major Revenues

None for the month

III. Major Expenses for the Month:

None for the month

IV. Personnel Update:

None for the month

V. Narrative of monthly departmental activities:

The Public Works Department safety meeting was on "Spotter Safety in the Workplace".

Town of Smithfield
Public Works Sanitation Division
Monthly Report
Nov. 30, 2019



I. Statistical Section

The Division collected from approximately 4100 homes, 4 times during the month

- a. Sanitation forces completed 35 work orders
- b. Sanitation forces collected tons 385.36 of household waste
- c. Sanitation forces disposed of 75 loads of yard waste and debris at Spain Farms Nursery
- d. Recycled 0 tons of clean wood waste (pallets) at Convenient Site Center
- e. Town's forces collected 0 tons of construction debris (C&D)
- f. Town disposed of 129 scrap tires that was collected at Convenient Site Center
- g. Recycling forces collected 3.20 tons of recyclable plastic
- h. Recycled 5,200 lbs. of cardboard material from the Convenient Site Center
- i. A total of 0 gals of cooking oil was collected at the Convenient Site Center
- j. Recycled 0 lbs. of plastics & glass (co-mingle) from the Convenient Site Center

II. Major Revenues

- a. Received \$0 from Sonoco Products for cardboard material
- b. Sold 0 lbs. of aluminum cans for \$0
- c. Sold 0 lbs. of shredder steel for \$0 to Omni Source

III. Major Expenses for the Month:

Spain Farms Nursery was paid \$2,838.00 for disposal of yard waste and debris.
Paid \$3,100.75 to Daughtry's Repair Service for repair to the Green leaf box.
Paid \$1,494.76 to White's Tire Service for 4 tires for garbage and Knuckle boom trucks.

IV. Personnel Update:

No new hires one vacant position for sanitation worker open.
Utilized Mitchell's Temporary Service.

V. Narrative of monthly departmental activities:

The department provided traffic control devices and event containers for special events for Touch a truck 11/1/2019, Wine Walk 11/15/2019, Jo. Co. Work career Expo 11/13/2019, "Black Friday" sales at the poetry 11/27/2019.

Safety meeting was on "Spotter Safety in the Workplace".

Community Service Workers worked 0 hrs.



MONTHLY REPORT FOR NOVEMBER, 2019

PROGRAMS STATISTICS

NUMBER OF PROGRAMS	9	9
TOTAL ATHLETICS PARTICIPANTS	323	490
TOTAL NON/ATHLETIC PARTICIPANTS	440	439
NUMBER OF GAMES PLAYED	0	3
TOTAL NUMBER OF PLAYERS (GAMES)	0	78
NUMBER OF PRACTICES	17	3
TOTAL NUMBER OF PLAYER(S) PRACTICES	174	109
SARAH YARD CENTER VISITS	270	

	November, 2019	19/20 FY YTD	November, 2018	18/19 FY YTD
PARKS RENTALS	21	145	19	128
USERS (PARKS RENTALS)	617	7651	520	9375
TOTAL UNIQUE CONTACTS	1,384		629	

	November, 2019	19/20 FY YTD	November, 2018	18/19 FY YTD
PARKS AND RECREATION REVENUES	\$ 3,943.00	\$ 37,981.00	\$ 2,812.00	\$ 33,899.00
PARKS AND RECREATION EXPENDITURES (OPERATIONS)	\$ 67,370.00	\$ 303,454.00	\$ 64,737.00	\$ 328,805.00
PARKS AND RECREATION EXPENDITURES (CAPITAL OUTLAY EQUIP)	\$ 1,441.00	\$ 108,952.00	-	\$ 44,253.00
SARAH YARD CENTER EXPENDITURES	\$ 1,441.00	\$ 11,745.00		
NOTES:				



SRAC MONTHLY REPORT FOR NOVEMBER, 2019

PROGRAMS SATISTICS

NUMBER OF PROGRAMS	23	32
TOTAL CONTACT WITH PROGRAM PARTICIPANTS	4192	1385

	November, 2019	19/20 FY YTD	November, 2018	18/19 FY YTD
SRAC MEMBER VISITS	2902	18353	2731	19155
DAY PASSES	350	4805	255	4303
RENTALS (SRAC)	111	292	62	323
USERS (SRAC RENTALS)	5084	15409	5458	21501
TOTAL UNIQUE CONTACTS	12,528		9,829	

FINANCIAL STATISTICS

	November, 2019	19/20 FY YTD	November, 2018	18/19 FY YTD
SRAC REVENUES	\$ 48,816.00	\$ 282,266.00	\$ 32,138.00	\$ 269,894.00
SRAC EXPENDITURES	\$ 79,083.00	\$ 419,411.00	\$ 86,558.00	\$ 400,445.00
SRAC MEMBERSHIPS	2165		1591	

NOTES: HOSTED 6 JOHNSTON COMMUNITY COLLEGE BASKETBALL GAMES
 HOSTED 2 HIGH SCHOOL SWIM MEETS



- **Statistical Section**

- Electric CP Demand 22,199 Kw relative to October's demand of 26,743 Kw.
- Electric System Reliability for was 99.999%, with zero (0) recorded outage; relative to October's 99.999%.
- Raw water treated on a daily average was 3.632 MG relative to 3.594 MG for October; with maximum demand of 4.507 MG relative to October's 4.372 MG.
- Total finished water to the system was 100.856 MG relative to October's 103.106 MG. Average daily for the month was 3.253 MG relative to October's 3.326 MG. Daily maximum was 3.830 MG (November 8th) relative to October's 3.875 MG. Daily minimum was 2.759 (November 19th), relative to October's 2.383 MG.

- **Miscellaneous Revenues**

- Water sales were \$226,398 relative to October's \$235,605
- Sewer sales were \$363,438 relative to October's \$377,417
- Electrical sales were \$1,193,614 relative to October's sales of \$1,301,339
- Johnston County Water purchases were \$126,361 for 57.437 MG relative to October's \$153,738 for 69.881 MG.

- **Major Expenses for the Month**

- Electricity purchases were \$935,829 relative to October's \$1,050,188.
- Johnston County sewer charge was \$155,837 for 42.621 MG relative to October's \$180,673 for 49.466 MG.

- **Personnel Changes –**

- There were no changes in the month of November



**Town of Smithfield
Electric Department
Monthly Report
November, 2019**

I. Statistical Section

- Street Lights repaired -41
- Area Lights repaired -20
- Service calls - 28
- Underground Electric Locates -151
- Poles changed out or installed -1
- Underground Services Installed -2

II. Major Revenues

- N/A

III. Major Expenses for the Month:

- N/A

IV. Personnel Update:

- The Utility Dept. had a Safety Meeting on Excavation & Trenching.

V. Miscellaneous Activities:

- Continuing Work at east River Subdivision.
- N. Brightleaf Blvd. Wash House went online.
- Cut ROW at Substation.
- Helped Parks & Rec. install Christmas Tree at the Library.
- Install Christmas Decorations along Market St.



WATER & SEWER

NOVEMBER 2019 MONTHLY REPORT

● DISCONNECT WATER	3
● RECONNECT WATER	2
● TEST METER	2
● TEMPORARY METER SET	1
● DISCOLORED WATER CALLS	1
● LOW PRESSURE CALLS	3
● NEW/RENEW SERVICE INSTALLS	1
● LEAK DETECTION	22
● METER CHECKS	11
● METER REPAIRS	3
● WATER MAIN/SERVICE REPAIRS	11
● STREET CUTS	10
● REPLACE EXISTING METERS	4
● INSTALL NEW METERS	0
● FIRE HYDRANTS REPAIRED	1
● FIRE HYDRANTS REPLACED	0
● SEWER REPAIRS	8

- CLEANOUTS INSTALLED 9
- INSPECTIONS 2
- SEWER MAIN CLEANED 1069LF
- SERVICE LATERALS CLEANED 720LF
- SERVICE CALLS 86
- LOCATES 150

- SERVICE AND MAINTAINED ALL 18 LIFT STATIONS 2 TIMES PER WEEK
- INSPECTED ALL AERIAL SEWERS ONE TIME
- INSPECTED HIGH PRIORITY MANHOLES WEEKLY

MAJOR EXPENSES FOR THE MONTH OF NOVEMBER

PERSONNEL UPDATES

UPCOMING PROJECTS FOR THE MONTH OF DECEMBER

- Jetter trailer should be arriving.



MONTHLY WATER LOSS REPORT

NOVEMBER, 2019

(5) Meters with slow washer leaks

(5) 2" Line, 1/8" hole – 2 days

(2) 1 1/2" Line, 1/8" hole – 1 day

1" Line, 1/8" hole – 1 day

(3) 3/4" Line, 1/8" hole – 2 days

Smithfield Water Plant
Distribution Sampling Site Plan

Hydrant Flushing

Street Name	Date	Chlorine	Time	Gallons	Psi	Street Name	Date	Chlorine	Time	Gallons	PSI
Stephson Drive	11/21/19	3.4	15	7965	10	North Street	11/04/19	1	15	17820	40
Computer Drive	11/21/19	3.4	15	31860	10	West Street	11/04/19	1.5	15	78030	50
Castle Drive	11/21/19	3.4	15	7965	10	Regency Drive	11/04/19	1	15	63720	60
Parkway Drive	11/21/19	3.4	15	63720	40	Randers Court	11/04/19	1.5	15	15930	40
Garner Drive	11/21/19	3.2	15	63723	40	Noble Street	11/04/19	0.8	15	15930	40
Hwy 210 LIFT ST.	11/21/19	3	15	15930	40	Fieldale Dr#1(L)	11/04/19	0.4	15	63720	40
Skyland Drive	11/21/19	3.4	15	7965	10	Fieldale Dr#2(R)	11/04/19	0.6	15	63720	40
Bradford Street	11/21/19	3	15	15930	10	Heather Court	11/04/19	1.5	15	15930	40
Kellie Drive	11/21/19	3.4	15	7965	10	Reeding Place	11/04/19	1.5	15	15930	40
Edgewater	11/21/19	2.8	15	7965	10	East Street	11/04/19	1	15	63720	40
Edgecombe	11/21/19	2.8	15	15930	40	Smith Street	11/04/19	1	15	63720	40
Valley Wood	11/25/19	3.2	15	63720	40	Wellons Street	11/04/19	0.2	15	63720	40
Creek Wood	11/25/19	3.2	15	63720	40	Kay Drive	11/04/19	2.5	15	38985	15
White Oak Drive	11/25/19	3.2	15	7965	10	Huntington Place	11/04/19	2	15	38985	15
Brookwood Drive	11/25/19	3	15	22515	5	N. Lakeside Drive	11/04/19	2	15	9750	15
Runnymede Place	11/25/19	3.2	15	31860	10	Cypress Point	11/04/19	2	15	34890	12
Nottingham Place	11/25/19	3.2	15	38985	10	Quail Run	11/04/19	1.5	15	8715	12
Heritage Drive	11/25/19	3.2	15	38985	10	British Court	11/04/19	1.5	15	8715	12
Noble Plaza #1	11/25/19	2.6	15	9750	10	Tyler Street	11/04/19	2	15	78030	60
Noble Plaza #2	11/25/19	2.8	15	9750	10	Yelverton Road	11/04/19	1.5	15	63720	40
Pinecrest Street	11/25/19	3	15	19500	10	Ava Gardner	11/04/19	2	15	63720	40
S. Sussex Drive	11/25/19	3.4	15	31860	10	Waddell Drive	11/04/19	2	15	7965	10
Elm Drive	11/25/19	3.2	15	9750	10	Henly Place	11/04/19	2.5	15	8715	12
	11/25/19					Birch Street	11/04/19	3	15	34890	12
Coor Farm Supply	11/25/19	2.8	15	7965	10	Pire Street	11/04/19	3	15	38985	15
Old Goldsboro Rd,	11/25/19	3.2	15	7965	10	Oak Drive	11/04/19	2.5	15	37695	14
Hillcrest Drive	11/04/19	1.5	15	31860	10	Cedar Drive	11/04/19	2.5	15	31860	10
Eason Street	11/04/19	1	15	38985	40	Aspen Drive	11/04/19	3	15	34890	12
Magnolia circle	11/04/19	0.8	15	78030	40	Furlonge Street	11/04/19	3	15	34890	12
Rainbow Drive	11/04/19	1.8	15	19500	60	Golden Corral	11/04/19	2	15	40290	16
Rainbow Circle	11/04/19	1	15	19500	60	Holland Drive	11/04/19	2	15	9750	15
Moonbeam Circle	11/04/19	0.8	15	19500	60	Davis Street	11/04/19	2.5	15	34890	12
Ray Drive	11/04/19	1	15	15930	60	Caroline Ave.	11/04/19	2	15	31860	10
Will Drive	11/04/19	0.8	15	63720	40	Johnston Street	11/04/19	2.5	15	38985	15
Michael Lane	11/04/19	1.5	15	63720	40	Ryans	11/04/19	2.5	90	9750	15
Ward Street	11/04/19	1	15	15930	40						

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