Mayor
M. Andy Moore

Mayor Pro-Tem
Roger A. Wood

Council Members
Marlon Lee
Sloan Stevens
Travis Scott
David Barbour
John A. Dunn
Stephen Rabil

Town Attorney
Robert Spence, Jr.

Town Manager
Michael L. Scott

Finance Director
Andrew Harris

Town Clerk
Elaine Andrews

SMITHFIELD
NORTH CAROLINA

Town Council Agenda Packet

Meeting Date: Tuesday, January 7, 2025
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, 2025
7:00 PM

Call to Order

Invocation

Pledge of Allegiance

Approval of Agenda

Citizens Comments:

Page

Consent Agenda Items:

1. **Special Event: Discover Construction Day -** Johnston County Building Industry Association would like to close the 300 block of Bridge Street for Discover Construction Day on April 2, 2025.
   (Planning Director – Stephen Wensman) See attached information.....1

2. **Special Event: Lifespring Church Easter at the River -** The Council is being asked to allow Lifespring Church to hold Easter at the River on April 19, 2025.
   (Planning Director – Stephen Wensman) See attached information.....9

3. **Consideration and request for approval to adopt Resolution No. 763 (01-2025) setting the date for the public hearing on January 21, 2025 to consider the contiguous Annexation petition ANX-24-02 –** An annexation petition was submitted by Smithfield Growth, LLC. to annex 85.85 acres into the Town of Smithfield.
   (Town Clerk – Elaine Andrews) See attached information.....17

4. **Board Appointment DSDC – Resolution No. 764 (02-2025) Supporting Appointment -** The DSDC is requesting the Town Council to appoint Clyenzer Taylor to its Board of Directors.
   (Town Clerk – Elaine Andrews) See attached information.....33

5. **Consideration to promote an Electric Crew Leader to the Electric Superintendent position**
   (Public Utilities Director – Ted Credle) See attached information.....37

Page

6. **New Hire Report**
   (Human Resources Director – Shannan Parrish) See attached information.....39

7. **Approval of Minutes:**
   a. **11-19-24 – Regular Session**.....40
   b. **12-3-24 – Regular Session**.....57

Business Items:

1. **Consideration to Adopt a Resolution for Acceptance of Galilee Branch Drive for Town Maintenance - Resolution No. 765 (03-2025) -** Galilee Branch Drive is approximately 1,010 lineal feet long and is part of the Elk Creek Phase 2 development.
   (Planning Director – Stephen Wensman) See attached information.....69

2. **Consideration to Contract a Company for Storm Drainage Replacement –** Public Works is requesting to cut, remove and replace a 15-inch storm drainpipe at the corner of Caswell and North 4th Street with a 36-inch storm drainpipe approximately 510 ft. in length to tie into the drainpipe on Bridge Street to improve future flooding.
   (Public Works Director – Lawrence Davis) See attached information.....73

3. **Consideration for Award of Contract for Constructing Sewer Improvements –** In 2021, the Town received a grant from the US Department of Commerce to assist in making improvements to the main sanitary sewer outfall in West Smithfield. The Town has obtained all permits and has approved plans. The Town advertised for a qualified contractor to perform construction services. Proposals were received, and the low bidder has been submitted for Council approval.
   (Public Utilities Director – Ted Credle) See attached information.....83

Councilmember's Comments:

Town Manager's Report:

- Financial Report.....90
- Department Reports.....96
- Manager's Report

Adjourn

Consent Agenda Items

Request for Town Council Action

Consent Agenda Item:	**Application for Temporary Use Permit**
Date:	**1/7/2025**

Subject:	Discover Construction Day
Department:	Planning Department
Presented by:	Planning Director – Stephen Wensman
Presentation:	Consent Agenda Item

Issue Statement

Johnston County Building Industry Association would like to close the 300 block of Bridge Street for Discover Construction Day on April 2, 2025.

Financial Impact

N/A

Action Needed

Council approval of 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. Adjoining Property Notices
4. Map

Staff Report

Consent Agenda Item:	**Application for Temporary Use Permit**
Date:	**1/7/2025**

Johnston County Building Industry Association has requested to hold Discover Construction Day on April 2nd, 2025 from 7:00 am to 2:00 pm. The applicant has requested to close part of the 300 block of Bridge Street. This event will help prepare students for their future and they will be able to see simulations of various trades inside of the Be Pro Be Proud tractor trailer. Clean up from the event would conclude by 3:00 pm.

Temporary Use Permit Application

Completed applications must be submitted at least 4 weeks prior to the event by emailing Julie Edmonds at julie.edmonds@smithfield-nc.com or by dropping them off in the Town of Smithfield Planning Department. All applicants should read the following pages before completing all sections required. Incomplete applications may increase the permit processing time. All required information must be submitted along with this application in order for it to be processed. If a person other than the property owner signs this application, a notarized written authorization from the property owner must be attached.

TYPES OF TEMP USE OR EVENT

- [x] Special Event
- [ ] Town recognized event _____
  - [x] Over 100 people in attendance
  - [ ] Live Band or Amplified Sound_____
  - [x] 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 (Contact Smithfield Fire Department 919-934-2468)

OTHER TEMP USES

- [ ] 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) _____

Discover Construction Day
Name of Event

301 Bridge St. Smithfield NC 27577
Location of Event/Use **(exact street address)**

APPLICANT:

Name Deborah Alford

Address 301 Bridge St Smithfield NC

Phone number 919-938-4927

Email address deborah@buildingjohnstoncounty.org

Event date April 2, 2025

Event start time 7:00 Am

Event set up time April 1, 2025 5:00 pm

Sound Amplification Type _____

Sound Amplification Time _____

PROPERTY OWNER:

Name Johnston County Building Industry Association

Address same

Phone number same

Email address same

Will alcohol be sold or served? Y or (N)

Event end time April 2, 2025 2pm

Event cleanup time 3pm

Will food or goods be sold? Y or (N)

Food Trucks (if applicable n/a **(Each Food Truck Requires Certificate of Inspections by Johnston County Environmental Health Department, Proof of Insurance, A Copy of the Vehicle or Trailer Registration and/or ABC Permit, if applicable and must be submitted with this application).**

Security agency name & phone, if applicable: n/a
(If using Smithfield Police, applicant must contact the PD to schedule security.)

Will any town property be used (i.e., streets, parks, greenways)? yes street

If any town streets require closure, please list all street names. Bridge St. between 3rd & 4th

Are event trash cans needed? Y or N How many? _____

Please provide a detailed description of the proposed temporary use or special event: JCBIA will partner with the JCPS to provide students with hands on exposure to careers in construction and trades. The event features the Be Pro Be Proud truck tour, exhibits, seminars and skill building activities including live demonstrations & interactive training. Students will gain insight into the building industry, fostering interest in vocational careers and workforce development.

Temporary Use Submittal Checklist:

1. Completed Temporary Use Permit application
2. Other documentations deemed necessary by the administrator
3. Application fee - $100
4. Site plan, if required by the administrator

Method of Payment: Cash_____ **Check#**_____ **Credit Card** ✓ **Amount $** 100.00

Payment Received By: Bonnie

Date: 12.4.2024

CERTIFICATION OF APPLICANT AND/OR PROPERTY OWNER

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/use will be conducted per all applicable local laws. I certify that I have received the attached information concerning the regulations for temporary uses. If an event, I certify that I have notified all adjoining property owners of the planned event.

Deborah Alford — Deborah Alford for JCBIA — 12/3/24
Applicant's Name (Print) — Signature — Date

Planning Director Signature: Stephen Wenn — Date: 12-6-24

OWNERS AUTHORIZATION

I hereby give CONSENT to Carole Stephens (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.

Property owners name (print Johnston county Building Industry Association

Address 301 Bridge Street, Smithfield *Zip* 27577

Phone number 919-938-4927 *Email* Carole@buildingjohnstoncounty.org

Signature: Carole R Stephens *Date:* 12/3/24

OWNER'S CONSENT FORM

Name of Event: Discover Construction Day **Submittal Date:** _____

OWNERS AUTHORIZATION

I hereby give CONSENT to Carole Stephens (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.

Carole R Stephens	Carole R Stephens	12/3/24
Signature of Owner	*Print Name*	*Date*

Johnston County
BUILDING INDUSTRY
ASSOCIATION
Industry Leaders, Community Focus

December 4, 2024

Dear Flex Affect,

I hope this message finds you well. I am writing to inform you about an upcoming road blockage in our area due to the Johnston County Building Industry Associations, Discover Construction Day, scheduled for April 2, 2025.

To ensure the safety and enjoyment of all attendees, the following roads will be closed:

- Bridge Street between 3rd and 4th Street

We anticipate that the road will be blocked from April 1, 2025 @ 5:00 P.M to April 2, 2025 @ 3:00 P.M. We understand that this may cause some inconvenience, and we want to give you ample notice so you can plan accordingly.

If you have any deliveries or appointments scheduled during this time, we recommend making alternative arrangements to avoid disruption. We appreciate your understanding and cooperation as we work to make this event a success for our community.

Should you have any questions or concerns, please feel free to reach out to me directly at 919-938-4927

Thank you for your support!

Best regards,

Carole Stephens

Carole Stephens

Executive Officer

Johnston County Building Industry Association

carole@buildingjohnstoncounty.org

Johnston County
BUILDING INDUSTRY
ASSOCIATION
Industry Leaders, Community Focus

December 4, 2024

Dear Raymond James and Associates, Inc.,

I hope this message finds you well. I am writing to inform you about an upcoming road blockage in our area due to the Johnston County Building Industry Associations, Discover Construction Day, scheduled for April 2, 2025.

To ensure the safety and enjoyment of all attendees, the following roads will be closed:

- Bridge Street between 3rd and 4th Street

We anticipate that the road will be blocked from April 1, 2025 @ 5:00 P.M to April 2, 2025 @ 3:00 P.M. We understand that this may cause some inconvenience, and we want to give you ample notice so you can plan accordingly.

If you have any deliveries or appointments scheduled during this time, we recommend making alternative arrangements to avoid disruption. We appreciate your understanding and cooperation as we work to make this event a success for our community.

Should you have any questions or concerns, please feel free to reach out to me directly at 919-938-4927

Thank you for your support!

Best regards,

Carole Stephens

Carole Stephens

Executive Officer

Johnston County Building Industry Association

carole@buildingjohnstoncounty.org


N 2nd St
Boxer Remodeling & Renovations
Caswell St
Corestaff Services - Smithfield
N 3rd St
United States Postal Service
N 4th St
Bridge St
Anthony W Hopkins Law Office
United Community
N 2nd St
Big Boy Gaming
Trading card store
Kidz Konnection
Flex Affect
Bridge St
N 4th St
Wells Fargo Bank
The Church Of God
Bridge St
N 3rd St
St Mark's Ame Church
N 4th St
Public Library of Johnston County &...
70

Request for Town Council Action

Consent Agenda Item:	**Application for Temporary Use Permit**
Date:	**1/7/2025**

Subject:	Lifespring Church
Department:	Planning Department
Presented by:	Planning Director – Stephen Wensman
Presentation:	Consent Agenda Item

Issue Statement

The Council is being asked to allow Lifespring Church to hold Easter at the River on April 19, 2025.

Financial Impact

N/A

Action Needed

Council approval of 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. Food Truck Inspection Report
4. Map

Request for Town Council Action

Consent Agenda Item:	**Application for Temporary Use Permit**
Date:	**1/7/2025**

Lifespring Church is requesting to hold Easter at the River at Neuse River Amphitheater. This event will be held on April 19th, 2025 from 4:00 pm to 7:00 pm. Amplified sound will be used between 4:00 pm to 6:00 pm. Easter at the River will be a community invited event. Front Street in front of the Amphitheater has been requested to be closed. A worship band and Church service will be provided. An Easter Egg Hunt will also be available for the children. Sunset Slush will be selling slushies and Eleven Espresso Coffee Bar will sell coffee and snacks.

Temporary Use Permit Application

Completed applications must be submitted at least 6 weeks prior to the event by emailing Julie Edmonds at julie.edmonds@smithfield-nc.com or by dropping them off in the Town of Smithfield Planning Department. All applicants should read the following pages before completing all sections required. Incomplete applications may increase the permit processing time. All required information must be submitted along with this application in order for it to be processed. If a person other than the property owner signs this application, a notarized written authorization from the property owner must be attached.

TYPES OF TEMP USE OR EVENT

- [x] Special Event
- [ ] Town recognized event_____
  - [x] Over 100 people in attendance
  - [x] Live Band or Amplified Sound Triangle City Worship
  - [x] Requires closure or blockage of Town Street
  - [x] Involves Food Trucks
  - [ ] Requires Security (potential safety, security concerns)
  - [ ] Involves structures larger than 200 square feet and canopies larger than 400 square
  - [ ] Involves Town Park property (Call 919-934-2148)
  - [ ] Involves Fireworks (Contact Smithfield Fire Department 919-934-2468)

OTHER TEMP USES

- [ ] 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) _____

Easter at the River
Name of Event

~~Neuse River Amphitheater~~
150 S. Front Street Smithfield
Location of Event/Use **(exact street address)**

APPLICANT:

Name Nicole Goins
Address 10 Spanish Oak Way
Phone number 919-795-5420
Email address nicole@lifespringnc.com
Event date 4-19-25

Event start and end time 4pm-7pm
Event set up and clean up time 2pm-8pm
Sound Amplification Type Soundboard + speakers
Sound Amplification Start and End Times 4pm-6pm

PROPERTY OWNER:

Name LifeSpring Church - Dillon Schupp
Address 1250 N Brightleaf Blvd Smithfield 27577
Phone number 910-612-6071
Email address dillon@lifespringnc.com

Will alcohol be sold or served? Y or (N)
(If yes, please supply an ABC Permit)

Will food or goods be sold? (Y) or N
Food Trucks

Food Trucks (if applicable no more than 3 **(Each Food Truck Requires Certificate of Inspections by Johnston County Environmental Health Department, Proof of Insurance, A Copy of the Vehicle or Trailer Registration and/or ABC Permit, if applicable and must be submitted with this application).**

Security agency name & phone, if applicable: N/A
(If using Smithfield Police, applicant must contact the PD to schedule security.)

Will any town property be used (i.e., streets, parks, greenways)? Amphitheater and Front street

If any town streets require closure, please list all street names. Front street in front of Amphitheater

Are event trash cans needed? (Y) or N How many? 5

Please provide a detailed description of the proposed temporary use or special event:

Easter at the River will be a community invited event. It will include a worship band, short worship service as well as an Easter Egg Hunt for all the children. Food trucks will also be available on Front Street.

Temporary Use Submittal Checklist:

1. Completed Temporary Use Permit application
2. Other documentations deemed necessary by the administrator
3. Application fee - $100
4. Site plan, if required by the administrator

Method of Payment Cash_____ **Check#**_____ **Credit Card**_____ **Amount $**_____

Payment Received By: _____

Date: _____

CERTIFICATION OF APPLICANT AND/OR PROPERTY OWNER

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/use will be conducted per all applicable local laws. I certify that I have received the attached information concerning the regulations for temporary uses. If an event, I certify that I have notified all adjoining property owners of the planned event.

Nicole Gains	Nicole Gains	11-25-24
Applicant's Name (Print)	Signature	Date

Town Planning Director Signature: [signature] Date: 11/27/24

OWNERS AUTHORIZATION

I hereby give CONSENT to Nicole Goins (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.

Property Owners Name (print Dillon Schupp (Lead Pastor, Lifespring Church)

Address 1250 N Brightleaf Blvd, PO Box 2859 Smithfield, NC 27577 *Zip*

Phone Number 910-617-6071 *Email* DILLON@LIFESPRINGNC.COM

Signature: *Date:* 11/24/24

OWNER'S CONSENT FORM

Name of Event: Easter at The Revue **Submittal Date:**

OWNERS AUTHORIZATION

I hereby give CONSENT to Nicole Goins (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	Dillon Schupp *Print Name*	11/24/24 *Date*

N.C. Department of Health and Human Services
Division of Public Health
Environmental Health Section

☒ PERMIT ☐ TRANSITIONAL PERMIT

Date: 02/07/2023

Name of Establishment: Mr. Outrageous

Permittee: Marquis Reese

Location Address: 101 Starbright Lane

Manager/Person in Charge:

City: Clayton State: NC Zip: 27520

County: JOHNSTON

Billing Name: Marquis Reese

Status Code: ☒ I ☐ T ☐ K

Billing Address:

Establishment ID: **04051031748**

City: State: Zip:

Map #: Parcel ID:

Email Address: reesemarquis@yahoo.com

Lat. Long.

Phone: (919) 879-9740 Fax:

Emergency Phone Number: (919) 879-9740

Permission is granted to operate a **Mobile Food Units** as defined in G.S. 130A-247(1) and 130A-248, Regulation of Food and Lodging Facilities. See permit requirements in Rules. This permit is not transferable and may be revoked for failure to comply with all requirements.

Wastewater System: ☒ Municipal/Community ☐ On-Site System Capacity 0 Category # ☐ 0 ☐ 1 ☐ 2

Water Supply: ☒ Municipal/Community ☐ On-Site Supply ☒ 3 ☐ 4

Pushcart/Mobile Food Unit operating in conjunction with: Waffee Station / 04051011580

Restaurant or Commissary Name and ID Number

Conditions/Remarks:

Unit must report to the commissary each day of operation for fresh water fill up, to empty waste water, to prepare food, store food, restock supplies, trash disposal and for utensil washing. No food prep or servicing of MFU can occur at any other location. Bulk processing of fruits,vegetables and raw meats must NOT be processed on MFU. Limited prep (washing/cutting/etc.) is allowed in emergency situations. MFU must stay plugged in to power, or with generator running so that all coolers maintain proper temp at all times when in use or when foods are being stored on mobile food unit! Only hot holding/cold holding/cooking and assembly can occur on mobile food unit. All food handling must occur within the enclosed portion of the unit. At all times MFU is operating it must maintain the following: 1) Keep hot foods 135 degrees or above. 2) Keep cold foods 41 degrees or lower 3) Wash hands frequently. 4) No bare hand contact with ready to eat foods (use gloves/tongs/deli paper,etc.). 5) Must have hot water 110 degrees or above and cold running water at all times. 6) Sanitizer. 7) Test strips. 8) Accurate metal stem thermometers for checking food temps. 9) No waste water leaks. 10) Coolers/freezers working and holding proper temperature. 11) Electricity. Numbers 1-11 must be done at all times unit is in operation and all state rules must also be followed. If other foods want to be added or new equipment used, contact this department prior to starting. Only limited cooling of foods is permitted on mobile food unit! Bulk cooling must happen at the commissary where adequate cooling space exists!
Call this department for notification of locations where you will operate. You must operate some in Johnston County so that an inspection can be conducted! If inspections are not conducted, permit suspension/revocation may occur. If going to other counties to operate, call that county for permission PRIOR to going. The county you want to work in must give permission PRIOR to going. Within 210 days, there must be a person on duty at all times that is a Certified Food Protection Manager. Keep permit on the unit at all times for review. Contact this office on a MONTHLY basis to notify of locations of operation. Vin#53NBE1620N1095495 Tag#DA-33914

☒ **ATTACHMENTS**

Transitional Permit Conditions

This permit shall expire on _____ and is not renewable. All non-compliant items listed herein and on attached pages (if applicable) must be completed within ☐ **90** / ☐ **180** days. This establishment must close if all noncompliant items are not corrected by the expiration date.

Received By: Title: OWNER Date: 02/7/23

Manager/Person In Charge

Signed: REHS RS#: 1848 Date: 02/07/23

Division of Environmental Health

Purpose: General Statute 130A-248(b) states "No establishment shall commence or continue operation without a permit or transitional permit issued by the Department. The permit or transitional permit shall be issued to the owner or operator of the establishment and shall not be transferable. If the establishment is leased, the permit or transitional permit shall be issued to the lessee and shall not be transferable. If the location of an establishment changes, a new permit shall be obtained for the establishment. A permit shall be issued only when the establishment satisfies all of the requirements of the rules. The Commission shall adopt rules establishing the requirements that must be met before a transitional permit may be issued, and the period for which a transitional permit may be issued. The Department may also impose conditions on the issuance of a permit or transitional permit in accordance with rules adopted by the Commission. A permit or transitional permit shall be immediately revoked in accordance with G.S. 130A-23(d) for failure of the establishment to maintain a minimum grade of C. A permit or transitional permit may otherwise be suspended or revoked in accordance with G.S. 130A-23.." **Preparation**: Local environmental health specialists shall issue a permit every time a change in permit status is indicated. Prepare an original and one copy for: 1. Original to be left with the owner or operator. 2. Copy for the local health department. **Disposition**: Please refer to Records Retention and Disposition Schedule 8.B.6., for County/District Health Departments which is published by the North Carolina Division of Archives & History. **Additional forms may be ordered from**:1632 Mail Service Center, Raleigh, NC 27699-1632, (Courier 52-01-00) EHS 1341 (Revised 07/12) Environmental Health Section

Food Establishment Inspection Report

Score: 94.5

Establishment Name: Mr. Outrageous
Location Address: 101 Starbright Lane
City: Clayton State: NC
Zip: 27520 County: JOHNSTON
Permittee: Marquis Reese
Telephone: (919) 879-9740
Wastewater System: ☒ Municipal/Community ☐ On-Site System
Water Supply: ☒ Municipal/Community ☐ On-Site Supply

Establishment ID: 04051031748
☒ Inspection ☐ Re-Inspection
Date: 08/19/2024 Status Code: A
Time In: 12:00 AM Time Out: 12:00 AM
Category#: 3
FDA Establishment Type: Mobile Food Units
No. of Risk Factor/Intervention Violations: 6
No. of Repeat Risk Factor/Intervention Violations: 1

Foodborne Illness Risk Factors and Public Health Interventions

Risk factors: Contributing factors that increase the chance of developing foodborne illness.
Public Health Interventions: Control measures to prevent foodborne illness or injury

	Compliance Status					OUT			CDI	R	VR
	Supervision										
1	☐ IN	☒ OUT			PIC present, demonstrates knowledge, & performs duties	☒ 1		☐ 0	X		
2	☐ IN	☒ OUT	☐ N/A		Certified Food Protection Manager	☒ 1		☐ 0		X	
	Employee Health										
3	☒ IN	☐ OUT			Management, food & conditional employee; knowledge, responsibilities & reporting	☐ 2	☐ 1	☐ 0			
4	☒ IN	☐ OUT			Proper use of reporting, restriction & exclusion	☐ 3	☐ 1.5	☐ 0			
5	☒ IN	☐ OUT			Procedures for responding to vomiting & diarrheal events	☐ 1	☐ 0.5	☐ 0			
	Good Hygienic Practices										
6	☒ IN	☐ OUT			Proper eating, tasting, drinking, or tobacco use	☐ 1	☐ 0.5	☐ 0			
7	☒ IN	☐ OUT			No discharge from eyes, nose, and mouth	☐ 1	☐ 0.5	☐ 0			
	Preventing Contamination by Hands										
8	☐ IN	☒ OUT			Hands clean & properly washed	☐ 4	☒ 2	☐ 0	X		
9	☒ IN	☐ OUT	☐ N/A	☐ N/O	No bare hand contact with RTE foods or a pre-approved alternate procedure properly allowed	☐ 4	☐ 2	☐ 0			
10	☐ IN	☒ OUT	☐ N/A		Handwashing sinks supplied & accessible	☐ 2	☐ 1	☒ 0	X		
	Approved Source										
11	☒ IN	☐ OUT			Food obtained from approved source	☐ 2	☐ 1	☐ 0			
12	☐ IN	☐ OUT		☒ N/O	Food received at proper temperature	☐ 2	☐ 1	☐ 0			
13	☒ IN	☐ OUT			Food in good condition, safe & unadulterated	☐ 2	☐ 1	☐ 0			
14	☐ IN	☐ OUT	☒ N/A	☐ N/O	Required records available: shellstock tags, parasite destruction	☐ 2	☐ 1	☐ 0			
	Protection from Contamination										
15	☒ IN	☐ OUT	☐ N/A	☐ N/O	Food separated & protected	☐ 3	☐ 1.5	☐ 0			
16	☒ IN	☐ OUT			Food-contact surfaces: cleaned & sanitized	☐ 3	☐ 1.5	☐ 0			
17	☒ IN	☐ OUT			Proper disposition of returned, previously served, reconditioned, & unsafe food	☐ 2	☐ 1	☐ 0			
	Potentially Hazardous Food Time/Temperature										
18	☒ IN	☐ OUT	☐ N/A	☐ N/O	Proper cooking time & temperatures	☐ 3	☐ 1.5	☐ 0			
19	☐ IN	☐ OUT	☐ N/A	☒ N/O	Proper reheating procedures for hot holding	☐ 3	☐ 1.5	☐ 0			
20	☐ IN	☐ OUT	☐ N/A	☒ N/O	Proper cooling time & temperatures	☐ 3	☐ 1.5	☐ 0			
21	☐ IN	☒ OUT	☐ N/A	☐ N/O	Proper hot holding temperatures	☐ 3	☐ 1.5	☒ 0	X		
22	☐ IN	☒ OUT	☐ N/A	☐ N/O	Proper cold holding temperatures	☐ 3	☒ 1.5	☐ 0	X		
23	☒ IN	☐ OUT	☐ N/A	☐ N/O	Proper date marking & disposition	☐ 3	☐ 1.5	☐ 0			
24	☐ IN	☐ OUT	☒ N/A	☐ N/O	Time as a public health control: procedures & records	☐ 3	☐ 1.5	☐ 0			
	Consumer Advisory										
25	☐ IN	☐ OUT	☒ N/A		Consumer advisory provided for raw/ undercooked foods	☐ 1	☐ 0.5	☐ 0			
	Highly Susceptible Populations										
26	☐ IN	☐ OUT	☒ N/A		Pasteurized foods used; prohibited foods not offered	☐ 3	☐ 1.5	☐ 0			
	Chemical										
27	☐ IN	☐ OUT	☒ N/A		Food additives: approved & properly used	☐ 1	☐ 0.5	☐ 0			
28	☐ IN	☐ OUT	☒ N/A		Toxic substances properly identified, stored, & used	☐ 2	☐ 1	☐ 0			
	Conformance with Approved Procedures										
29	☐ IN	☐ OUT	☒ N/A		Compliance with variance, specialized process, reduced oxygen packaging criteria or HACCP plan	☐ 2	☐ 1	☐ 0			

Good Retail Practices

Good Retail Practices: Preventative measures to control the addition of pathogens, chemicals, and physical objects into foods.

	Compliance Status					OUT			CDI	R	VR
	Safe Food and Water										
30	☐ IN	☐ OUT	☒ N/A		Pasteurized eggs used where required	☐ 1	☐ 0.5	☐ 0			
31	☒ IN	☐ OUT			Water and ice from approved source	☐ 2	☐ 1	☐ 0			
32	☐ IN	☐ OUT	☒ N/A		Variance obtained for specialized processing methods	☐ 2	☐ 1	☐ 0			
	Food Temperature Control										
33	☒ IN	☐ OUT			Proper cooling methods used; adequate equipment for temperature control	☐ 1	☐ 0.5	☐ 0			
34	☒ IN	☐ OUT	☐ N/A	☐ N/O	Plant food properly cooked for hot holding	☐ 1	☐ 0.5	☐ 0			
35	☐ IN	☐ OUT	☐ N/A	☒ N/O	Approved thawing methods used	☐ 1	☐ 0.5	☐ 0			
36	☒ IN	☐ OUT			Thermometers provided & accurate	☐ 1	☐ 0.5	☐ 0			
	Food Identification										
37	☒ IN	☐ OUT			Food properly labeled; original container	☐ 2	☐ 1	☐ 0			
	Prevention of Food Contamination										
38	☒ IN	☐ OUT			Insects & rodents not present; no unauthorized animals	☐ 2	☐ 1	☐ 0			
39	☒ IN	☐ OUT			Contamination prevented during food preparation, storage & display	☐ 2	☐ 1	☐ 0			
40	☒ IN	☐ OUT			Personal cleanliness	☐ 1	☐ 0.5	☐ 0			
41	☒ IN	☐ OUT			Wiping cloths: properly used & stored	☐ 1	☐ 0.5	☐ 0			
42	☒ IN	☐ OUT	☐ N/A		Washing fruits & vegetables	☐ 1	☐ 0.5	☐ 0			
	Proper Use of Utensils										
43	☒ IN	☐ OUT			In-use utensils: properly stored	☐ 1	☐ 0.5	☐ 0			
44	☐ IN	☒ OUT			Utensils, equipment & linens: properly stored, dried, & handled	☐ 1	☐ 0.5	☒ 0	X		
45	☒ IN	☐ OUT			Single-use & single-service articles: properly stored & used	☐ 1	☐ 0.5	☐ 0			
46	☒ IN	☐ OUT			Gloves used properly	☐ 1	☐ 0.5	☐ 0			
	Utensils and Equipment										
47	☒ IN	☐ OUT			Equipment, food & non-food-contact surfaces approved, cleanable, properly designed, constructed & used	☐ 1	☐ 0.5	☐ 0			
48	☒ IN	☐ OUT			Warewashing facilities: installed, maintained & used; test strips	☐ 1	☐ 0.5	☐ 0			
49	☒ IN	☐ OUT			Non-food contact surfaces clean	☐ 1	☐ 0.5	☐ 0			
	Physical Facilities										
50	☒ IN	☐ OUT	☐ N/A		Hot & cold water available; adequate pressure	☐ 1	☐ 0.5	☐ 0			
51	☒ IN	☐ OUT			Plumbing installed; proper backflow devices	☐ 2	☐ 1	☐ 0			
52	☒ IN	☐ OUT			Sewage & waste water properly disposed	☐ 2	☐ 1	☐ 0			
53	☒ IN	☐ OUT	☐ N/A		Toilet facilities: properly constructed, supplied, & cleaned	☐ 1	☐ 0.5	☐ 0			
54	☒ IN	☐ OUT			Garbage & refuse properly disposed; facilities maintained	☐ 1	☐ 0.5	☐ 0			
55	☒ IN	☐ OUT			Physical facilities installed, maintained & clean	☐ 1	☐ 0.5	☐ 0			
56	☒ IN	☐ OUT			Meets ventilation & lighting requirements; designated areas used	☐ 1	☐ 0.5	☐ 0			
					TOTAL DEDUCTIONS:	5.5					


Neuse River Amphitheatre
S Fort St
S Harris St
Smithfield Neuse Riverwalk
Smithfield Neuse Riverwalk
Neuse River
Wilson & Associates
104
111
Google
Layers

Request for Town Council Action

Consent Agenda Item:	**ANX-24-02**
Date:	**1/7/25**

Subject: Contiguous Annexation Petition
Department: Planning & Administration Department
Presented by: Planning Director - Stephen Wensman
Presentation: Consent Agenda Item

Issue Statement

Smithfield Growth LLC have submitted a petition to voluntarily annex 85.85 acres to the Town of Smithfield.

Financial Impact

The annexation will bring the Local 70 development project into the corporate limits adding to the town's tax base.

Action Needed

The Town Council is asked adopt Resolution No. 763 (01-2025) setting the date for public hearing on January 21, 2025 to consider the annexation petition.

Recommendation

Adopt Resolution No. 763 (01-2025)

Approved: ☑ Town Manager ☐ Town Attorney

Attachments:

1. Staff Report
2. Resolution 761 (22-2024) to Certify Sufficiency
3. Certificate of Sufficiency by Town Clerk
   a. Metes and Bound
   b. Map depicting that the property is contiguous to the Corporate Town Limits
   c. Annexation Petition
   d. Johnston County GIS map of the property
   e. Secretary of State Verification of Owners
4. Annexation Survey Map
5. Resolution No. 763 (01 -2025) to set Public Hearing Date

Staff Report

Consent Agenda Item **ANX-24-02**
Date: 1/7/25

Smithfield Growth LLC has submitted a petition to voluntarily annex 85.85 acres to the Town of Smithfield, Johnston County Tax ID#14057011Y, in conjunction with its development of the property into the Local 70 Residential Development consisting of 209 detached single-family residential lots, 94 attached single-family townhouses and 324 apartment units in the Local 70 PUD Conditional District. The future development will include new public streets, sidewalks, trails, water and sewer lines, electrical service and a pump station.

The property to be annexed is part of the larger Local 70 PUD Conditional District that includes future commercial/industrial uses that are not proposed for development or annexation at this time (north and east of M. Durwood Stephenson Parkway).

SUFFICIENCY OF THE PETITION:

On December 17,2024, the Town Council approved Resolution No. 761 (22-2024) directing the Town Clerk to investigate the sufficiency of the annexation petition. The Town Clerk has completed the investigation and has found the annexation petition to be sufficient:

1. The petition contains an adequate property description of the area proposed for annexation.
2. The area proposed for annexation is contiguous to the Town's primary corporate limits.
3. The petition is signed by and includes the addresses of all owners of property within the annexation area.

Fire Protection:

The area considered for annexation is fully within the Town's Fire Protection District.

PUBLIC HEARING:

Pursuant to NCGS 160A-31, the next step in the annexation process is to have the Town Council adopt Resolution No. 763 (01-2025) setting the date for the public hearing on January 21, 2025, if the Council is in favor of the annexation.

NCGS 160A-31
(c) Upon receipt of the petition, the municipal governing board shall cause the clerk of the municipality to investigate the sufficiency thereof and to certify the result of the investigation. For petitions received under subsection (b1) or (j) of this section, the clerk shall receive the evidence provided under subsection (l) of this section before certifying the sufficiency of the petition. Upon receipt of the certification, the municipal governing

board shall fix a date for a public hearing on the question of annexation, and shall cause notice of the public hearing to be published once in a newspaper having general circulation in the municipality at least 10 days prior to the date of the public hearing; provided, if there be no such paper, the governing board shall have notices posted in three or more public places within the area to be annexed and three or more public places within the municipality.

(d) At the public hearing persons resident or owning property in the area described in the petition and persons resident or owning property in the municipality shall be given an opportunity to be heard. The governing board shall then determine whether the petition meets the requirements of this section. Upon a finding that the petition that was not submitted under subsection (b1) or (j) of this section meets the requirements of this section, the governing board shall have authority to pass an ordinance annexing the territory described in the petition. The governing board shall have authority to make the annexing ordinance effective immediately or on the June 30 after the date of the passage of the ordinance or the June 30 of the following year after the date of passage of the ordinance.

(d1) Upon a finding that a petition submitted under subsection (j) of this section meets the requirements of this section, the governing body shall have the authority to adopt an annexation ordinance for the area with an effective date no later than 24 months after the adoption of the ordinance.

(d2) Upon a finding that a petition submitted under subsection (j) of this section meets the requirements of this section, the governing body shall have the authority to adopt an annexation ordinance for the area with an effective date no later than 24 months after the adoption of the ordinance.

TOWN OF SMITHFIELD
RESOLUTION NO. 761 (22-2024)
DIRECTING THE CLERK TO INVESTIGATE AN ANNEXATION PETITION RECEIVED UNDER G.S. 160A-31

WHEREAS, a petition requesting annexation of an area described in said petition was received on December 17, 2024 by the Smithfield Town Council; and

WHEREAS, G.S. 160A-31 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 17th day of December, 2024 in Smithfield, North Carolina.

M. Andy Moore, Mayor

ATTEST:

Elaine S. Andrews, Town Clerk

TOWN OF SMITHFIELD
SMITHFIELD
NORTH CAROLINA
APRIL 23, 1777

Certification of Sufficiency

Contiguous Annexation ANX-24-02

To the Town Council of the Town of Smithfield, North Carolina:

I, Elaine S. Andrews, Town Clerk, do hereby certify that I have investigated the attached petition and hereby make the following findings:

a. The petition contains an adequate property description of the area proposed for annexation.
   Attached hereto are the metes and bounds for the property.

b. The area described in the petition is contiguous to the Town of Smithfield primary corporate limits, as defined by GS 130A-31.
   Attached hereto is a map showing property is contiguous to the Town of Smithfield's corporate limits.

c. The petition is signed by and includes address of all owners of real property lying in the area described therein
   Attached hereto is the annexation petition and map from Johnston County GIS showing the addresses on the petition and addresses of the property owners are the same.

In witness whereof, I have herunto set my hand and affixed the seal of the Town of Smithfield this the 7th day of January 2025.

Elaine S. Andrews, Town Clerk

TOWN OF SMITHFIELD
CERTIFIED
NORTH CAROLINA
APRIL 25, 1777

Beginning at an existing right of way monument, said monument being located in the southern right of way of M. Durwood Stephens Parkway (Public right of way width varies); Thence along said M. Durwood Stephens Parkway southern right of way the following courses and distances: 1) S 89°34'03" E 377.15 feet to an existing right of way monument, said monument having NAD 83 (2011) Coordinates of N: 648,650.44 and E: 2,204,096.63; 2) with a curve to the right, having a radius of 1,850.00 feet, an arc length of 1,517.35 feet and a chord bearing and distance of, S 65°30'42" E 1,475.17 feet to an existing right of way monument, said monument having NAD 83 (2011) Coordinates of N: 648,038.97 and E: 2,205,439.11; 3) with a curve to the right, having a radius of 1,850.00 feet, an arc length of 1,408.41 feet and a chord bearing and distance of, S 20°19'49" E 1,374.64 feet to an existing right of way monument; 4) S 03°02'35" W 338.37 feet to an existing 1" iron pipe, said iron pipe being located in said M. Durwood Stephens Parkway and being the northeast corner of Wal-Mart Real Estate Business Trust, Id No: 14057012D (Deed Book 1751, Page 775); Thence leaving said M. Durwood Stephens Parkway and along the northern line of said Wal-Mart Real Estate Business Trust, N 89°09'23" W 1,023.53 feet to an existing ½" iron pipe, said iron pipe being the northwest corner of said Wal-Mart Real Estate Business Trust and being a point in the eastern line of Tanisha C. Medina, Id No: 14074002D (Deed Book 6015, Page 691); Thence leaving said Wal-Mart Real Estate Business Trust and along the eastern of said Tanisha Medina, N 00°41'34" E 63.92 feet to an existing ½" iron in concrete, said iron being the northeast corner of said Tanisha Medina; Thence leaving and along said Tanisha Medina and along the northern line of Vu Nguyen, Id No: 14074002E (Deed Book 3072, Page 971) and Booker Dairy Homeowners Association, Id No: 14074002M (Deed Book 3274, Page 19), N 89°40'00" W 764.38 feet to an existing axle, said axle being in the northern line of said Booker Dairy Homeowners Association and being the southeast corner of Jose Benitez and Jenny Benitez, Id No: 14057016 (Deed Book 5304, Page 733); Thence leaving said Booker Dairy Homeowners Association and along the eastern line of said Benitez, N 01°29'10" E 239.09 feet to an existing 1" iron pipe, said iron pipe being the northeast corner of said Benitez and being the southeast corner of Thomas E. Sullivan and Shirley P. Sullivan, Tanya S. Mustgrave and Shannon S. Haywood, Id No: 14057016A (Deed Book 5424, Page 469); Thence leaving said Benitez and along said Sullivan, Mustgrave and Haywood (Id No: 14057016A) eastern line, N 00°53'22" E 236.70 feet to an existing 1" iron pipe, said iron pipe being the northeast corner of said Sullivan, Mustgrave and Haywood (Id No: 14057016A); Thence along said Sullivan, Mustgrave and Haywood northern line and along Thomas E. Sullivan Shirley P. Sullivan, Tanya S. Mustgrave and Shannon S. Haywood, Id No: 14057015 (Deed Book 5424, Page 472), N 89°40'12" W 468.72 feet to an existing 1" iron pipe, said iron pipe being the northwest corner of said Sullivan, Mustgrave and Haywood (Id No: 14057015) and being located in the eastern right of way of Booker Dairy Road (Public right of way width varies); Thence leaving said Sullivan, Mustgrave and Haywood (Id No: 14057015) and along said Booker Dairy Road eastern right of way the following courses and distances: 1) N 00°01'45" W 731.46 feet to an existing right of way monument; 2) S 89°58'21" E 19.66 feet to an existing right of way monument; 3) N 00°10'53" W 216.42 feet to an existing 1" iron pipe, said iron pipe being located in said Booker Dairy Road eastern right of way and being the southwest corner of Elizabeth Cortes Jaurez and Juan Manuel Perez, Id No: 14057013 (Deed Book 6409, Page 895); Thence leaving said Booker Dairy Road and along the southern line of said Juarez and Perez, S 89°44'14" E 127.14 feet to an existing 1" iron rod, said iron rod being the southeast corner of said Juarez and Perez and being the southwest corner of Margie B. Olsen, Id No: 14057012 (Deed Book 4866, Page 272 and Deed Book

929, Page 45); Thence leaving said Juarez and Perez and along the southern, eastern and northern lines of said Olsen the following courses and distances: 1) S 89°43'49" E 347.00 feet to an existing 36" Pine tree; 2) N 01°01'26" E 558.60 feet to an existing 1" iron pipe; 3) N 89°21'39" W 229.03 feet to an existing 1" iron pipe; 4) S 50°50'06" W 329.90 feet to an existing 1" iron pipe, said iron pipe being located in said Booker Dairy Road eastern right of way; Thence leaving said Olsen and along said Booker Dairy Road eastern right of way, N 00°06'50" W 332.71 feet to an existing right of way monument; Thence leaving said Booker Dairy Road, N 45°35'05" E 69.07 feet to the **Point of Beginning**, Containing 85.85± Acres.

Local 70 Annexation

File Number:
ANX-24-02

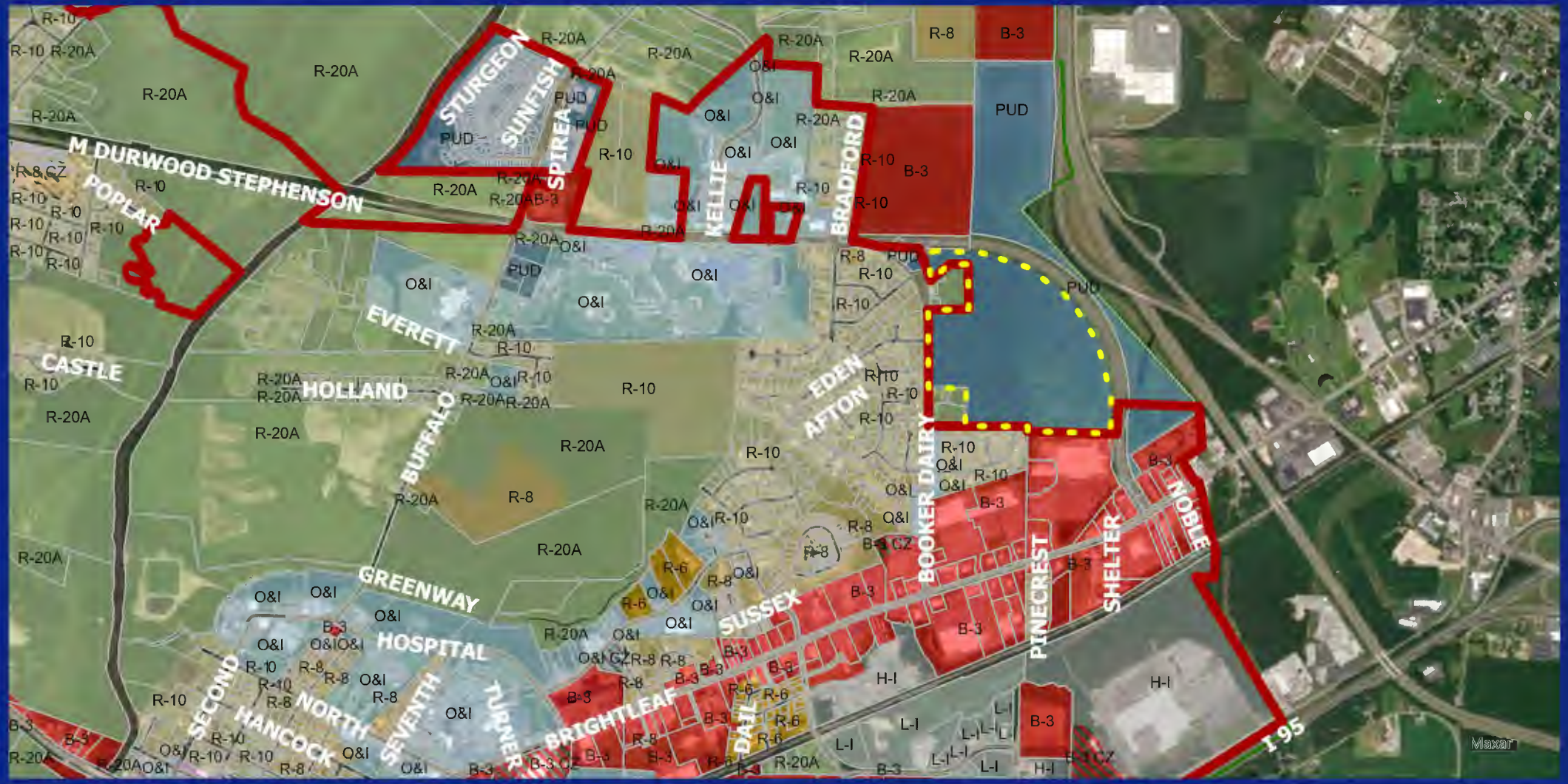
Project Name:
Local 70 Annexation

Location:
M. Durwood Stephenson
Booker Dairy Rd

Tax ID#:
14057011Y

Existing Zoning:
PUD

Owner:
Smithfield Growth, LLC



N
W E
S

1:20,973
Map created by Chloe Allen
Planner I on 12/19/2024

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:		
☒	**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.	
☒	**Boundary Survey to be recorded upon approval or an existing recorded plat** showing the above written metes and bounds description of the property to be annexed. This document must be submitted electronically in .pdf format.	
☐	**Copy of Approved Preliminary Site Plan or Final Site Plan** showing Town Permit number (Z-__-__, etc.) **or**	**Copy of Subdivision Plat** submitted for lot recording approval with Town file number (S-____-___, etc.)
☐	**Projected Market Value of Development** at build-out (land and improvements).	
☐	**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.	
☐	**This application form** completed, dated and signed by the property owner(s) and attested **submitted by the deadlines.**	
Required, but often missing information. Please make sure to include the following:		
☐	**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.	
☐	**Owner's Signatures and Date of Signatures.** See page 3 of this application. All real property owners must sign the application, and the date of signature MUST be filled in!	
☐	**Corporate Seal** for property owned by a corporation.	
☐	**Rezoning Application,** if the property is currently outside Town of Smithfield.	

Annexation Petition

Submittal Deadlines

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.**

(The Town of Smithfield reserves the right to make exceptions to this general processing schedule when necessary.)

Summary Information / Metes and Bounds Descriptions

Development Project Name
Smithfield Growth, LLC

Street Address
1600 Colon Rd Sanford, NC 27330

Town of Smithfield Subdivision approval #	**Building Permit Transaction #**	**Site Plan approval # for multi-family**
(S-_____-_____) or	_____ or	(SP-_____-_____-_____)

Johnston County Property Identification Number(s) list below

P.I.N. 260410-47-7462	**P.I.N.**	**P.I.N.**
P.I.N.	**P.I.N.**	**P.I.N.**

Acreage of Annexation Site 85.85 +/-	**Linear Feet of Public Streets within Annexation Boundaries** 0

Annexation site is requesting Town of Smithfield Water and/or Sewer Yes

Number of proposed dwelling units
627

Type of Units:	**Single Family** 209	**Townhouse** 94	**Condo** 0	**Apartment** 324

Building Square Footage of Non-Residential Space

Specific proposed use (office, retail, warehouse, school, etc.)

Projected market value at build-out (land and improvements) $

Person to contact if there are questions about the petition

Name
Corey Mabus

Address
1600 Colon Rd Sanford, NC 27330

Phone	**Fax #**	**Email**
910-728-5714	n/a	corey@carolinacommercialnc.com

Annexation Petition

State of North Carolina, County of Johnston, Petition of Annexation of Property to the Town of Smithfield, North Carolina

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:

☒	**Contiguous** to the present corporate limits of the Town Of Smithfield, North Carolina, or
☐	**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) ☐ ☐

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.

Do you declare such vested rights for the property subject to this petition? Yes (No)

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.

Signed this 5 day of November, 20 24 by the owners of the property described in Section C.

Owner's Signature(s)

Signature [signature] Date 11/5/2024

Signature _____ Date _____

Signature _____ Date _____

Signature _____ Date _____

Corporate Seal

Print owner name(s) and information

Name W. Carter Keller Phone 919-776-4641

Address 1600 Colon Road, Sanford, NC 27330

Name _____ Phone _____

Address _____

Name _____ Phone _____

Address _____

Name _____ Phone _____

Address _____

Above signature(s) attested by

Received by the Town of Smithfield, North Carolina, this 6th day of NOVEMBER 20 24, at a Council meeting duly held.

Signature of Town Clerk _____

mapclick6.johnstonnc.com/mapclick6/index.html/?app=mapclick&ui=mapclick4

MapClick
JOHNSTON COUNTY, NORTH CAROLINA

Login Home Disclaimer Contact Help

Dataset: public

MapInfo | Locate | Query | Select | Analysis | Reports | Reset

Locate: NC Pin

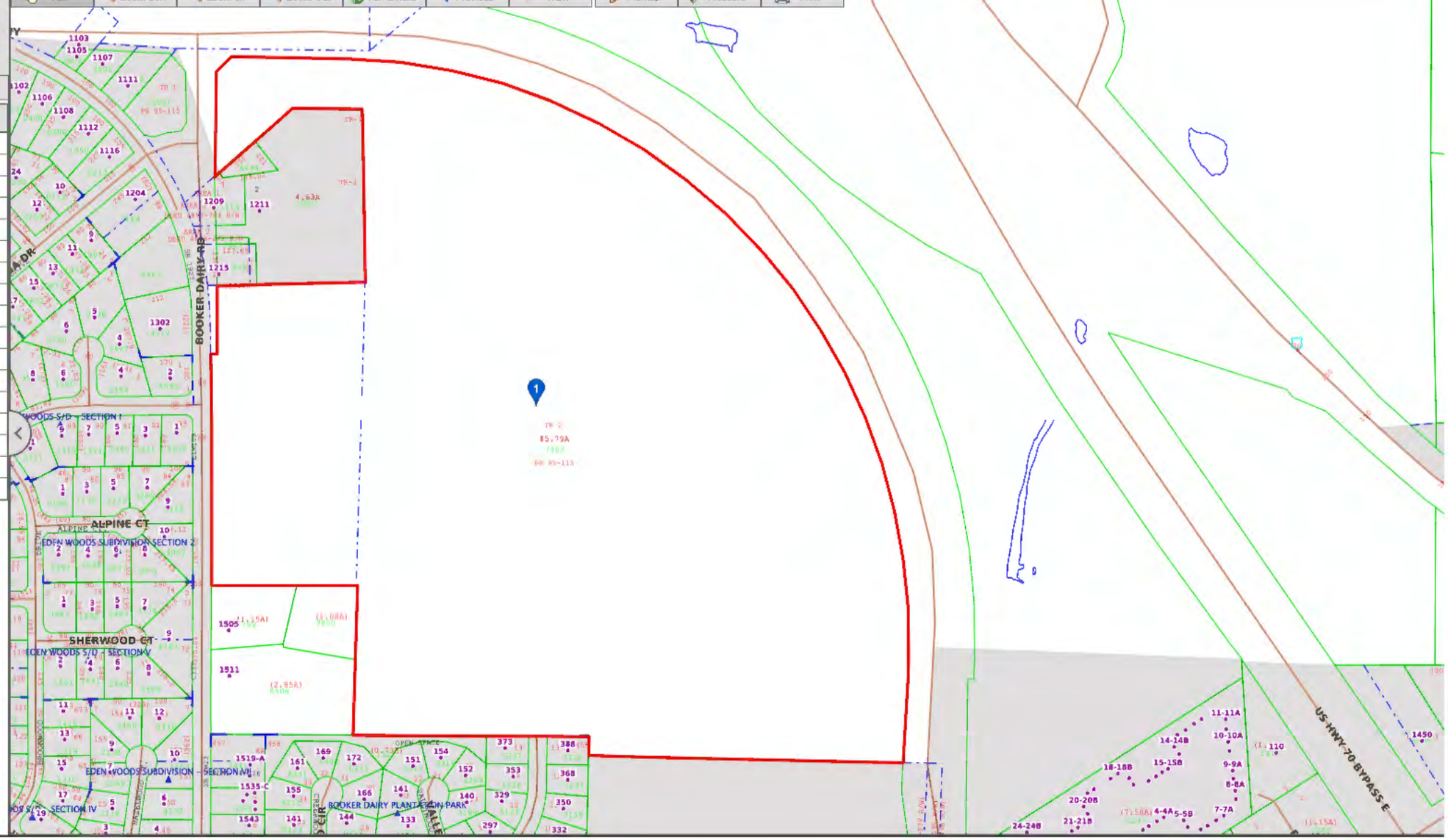
NC Pin: 260410-47-7462

Submit

Results for item #1

Tag	14057011Y
NCPin	260410-47-7462
Mapsheet No	260410
Owner Name 1	SMITHFIELD GROWTH LLC
Owner Name 2	
Mail Address 1	1600 COLON RD
Mail Address 2	
Mail Address 3	SANFORD, NC 27330-9577
Site Address 1	
Site Address 2	
Book	06150
Page	0019
Market Value	961230
Assessed Acreage	85.790
Calc. Acreage	85.790
Sales Price	5200000
Sale Date	2021-12-30

Pan | Zoom Box | Zoom In | Zoom Out | Full Extent | Previous | Next | Markup | Measure | Print



• File an Annual Report/Amend an Annual Report • Upload a PDF Filing • Order a Document Online • Add Entity to My Email Notification List • View Filings • Print a Pre-Populated Annual Report form • Print an Amended a Annual Report form

Limited Liability Company

Legal Name
SMITHFIELD GROWTH LLC

Information

SosId: 2325928
Status: Current-Active ⓘ
Date Formed: 12/28/2021
Citizenship: Domestic
Annual Report Due Date: April 15th
Current**Annual Report Status:**
Registered Agent: Keller, William C

Addresses

Principal Office	Reg Office	Reg Mailing	Mailing
1600 Colon Road	1600 Colon Road	1600 Colon Road	PO Box 130
Sanford, NC 27330-9577	Sanford, NC 27330	Sanford, NC 27330	Sanford, NC 27331-0130

Company Officials

All LLCs are managed by their managers pursuant to N.C.G.S. 57D-3-20.

Managing Member	Member	Managing Member	Managing Member
Edward Holmes	Linda M Keller	Oscar A Keller , III	William Carter Keller
1156 Pinehurst Dr.	PO Box 130	PO Box 159	PO Box 130
Chapel Hill NC 27517	Sanford NC 27331	Sanford NC 27331	Sanford NC 27331-0000

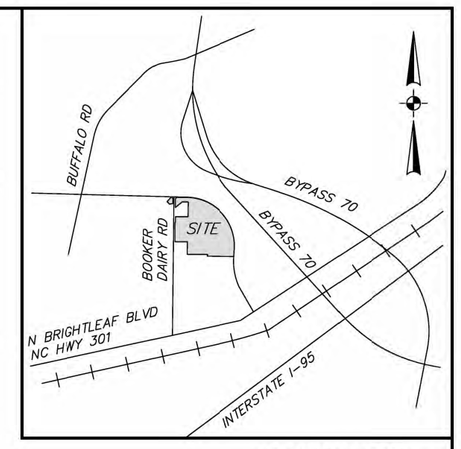
OWNER:
SMITHFIELD GROWTH LLC
1600 COLON ROAD
SANFORD, NC 27330

ABBREVIATIONS

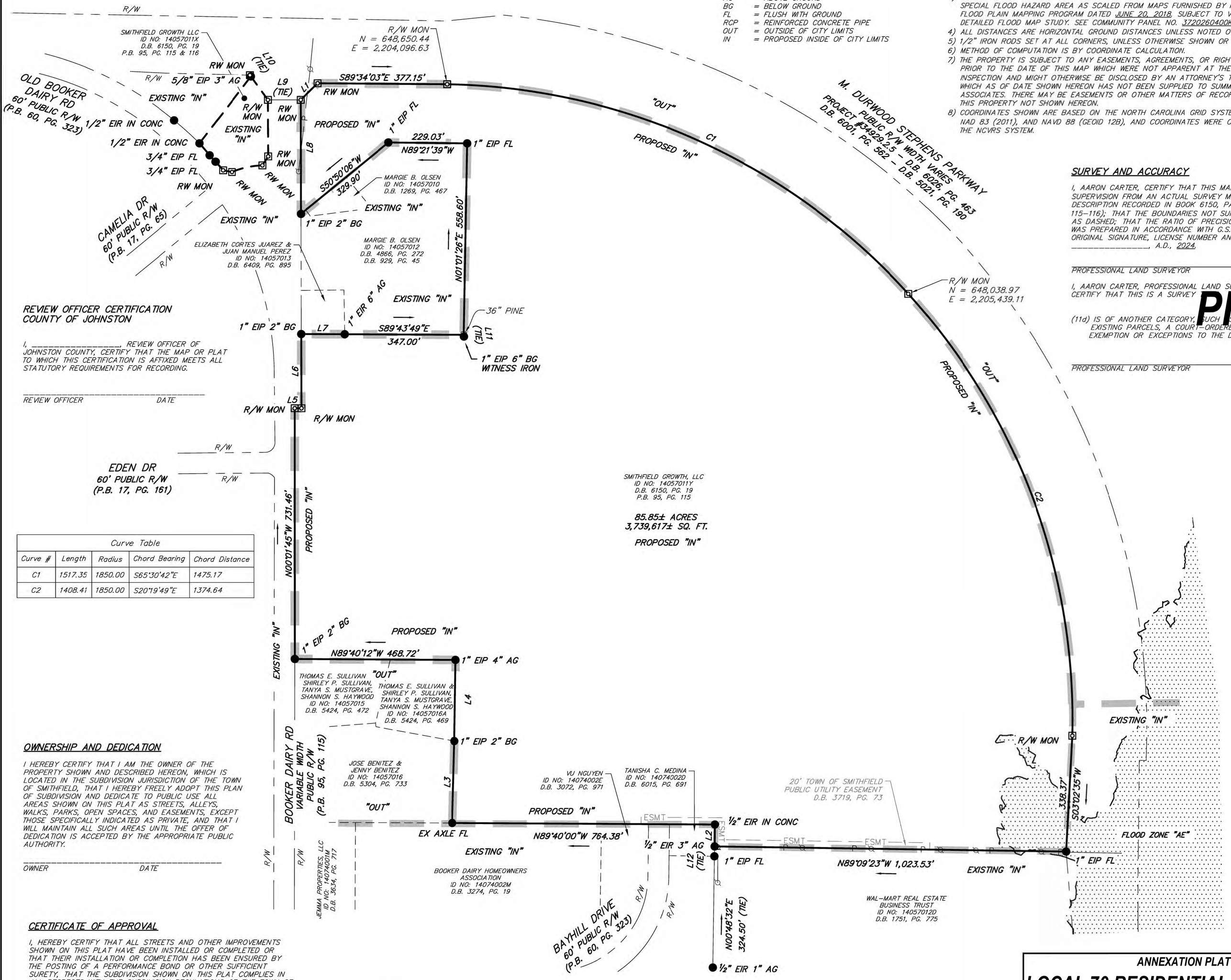
EIP	= EXISTING IRON PIPE/PIN
EIR	= EXISTING IRON ROD
IRS	= NEW IRON ROD SET
R/W	= RIGHT OF WAY
AG	= ABOVE GROUND
BG	= BELOW GROUND
FL	= FLUSH WITH GROUND
RCP	= REINFORCED CONCRETE PIPE
OUT	= OUTSIDE OF CITY LIMITS
IN	= PROPOSED INSIDE OF CITY LIMITS

GENERAL NOTES

1) THE PURPOSE OF THIS PLAT IS TO SHOW THE PROPOSED ANNEXATION OF PROPERTY ID NO: 14057011Y INTO THE CITY OF SMITHFIELD
2) SUBJECT PROPERTY ID NO: 14057011Y, DEED BOOK 6150, PAGE 19 AND PLAT BOOK 95, PAGES 115–116.
3) FLOOD CERTIFICATION: A PORTION OF THE SUBJECT PROPERTY IS LOCATED IN A SPECIAL FLOOD HAZARD AREA AS SCALED FROM MAPS FURNISHED BY NORTH CAROLINA FLOOD PLAIN MAPPING PROGRAM DATED JUNE 20, 2018. SUBJECT TO VERIFICATION BY DETAILED FLOOD MAP STUDY. SEE COMMUNITY PANEL NO. 3720260400K.
4) ALL DISTANCES ARE HORIZONTAL GROUND DISTANCES UNLESS NOTED OTHERWISE.
5) 1/2" IRON RODS SET AT ALL CORNERS, UNLESS OTHERWISE SHOWN OR NOTED.
6) METHOD OF COMPUTATION IS BY COORDINATE CALCULATION.
7) THE PROPERTY IS SUBJECT TO ANY EASEMENTS, AGREEMENTS, OR RIGHTS–OF–WAY PRIOR TO THE DATE OF THIS MAP WHICH WERE NOT APPARENT AT THE TIME OF MY INSPECTION AND MIGHT OTHERWISE BE DISCLOSED BY AN ATTORNEY'S TITLE OPINION WHICH AS OF DATE SHOWN HEREON HAS NOT BEEN SUPPLIED TO SUMMEY ENGINEERING ASSOCIATES. THERE MAY BE EASEMENTS OR OTHER MATTERS OF RECORD AFFECTING THIS PROPERTY NOT SHOWN HEREON.
8) COORDINATES SHOWN ARE BASED ON THE NORTH CAROLINA GRID SYSTEM (NC3200), NAD 83 (2011), AND NAVD 88 (GEOID 12B), AND COORDINATES WERE OBTAINED USING THE NCVRS SYSTEM.



VICINITY MAP
NOT TO SCALE



REVIEW OFFICER CERTIFICATION
COUNTY OF JOHNSTON

I, _____, REVIEW OFFICER OF JOHNSTON COUNTY, CERTIFY THAT THE MAP OR PLAT TO WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.

REVIEW OFFICER DATE

SURVEY AND ACCURACY

I, AARON CARTER, CERTIFY THAT THIS MAP WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (DEED DESCRIPTION RECORDED IN BOOK 6150, PAGE 19 AND PLAT BOOK 95, PAGES 115–116); THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DASHED; THAT THE RATIO OF PRECISION IS 1:10,000+; THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47–30 AS AMENDED. WITNESS MY ORIGINAL SIGNATURE, LICENSE NUMBER AND SEAL THIS _____ DAY OF _____, A.D., 2024.

PROFESSIONAL LAND SURVEYOR L–5519

NORTH CAROLINA PROFESSIONAL SEAL L-5519 LAND SURVEYOR AARON CARTER

I, AARON CARTER, PROFESSIONAL LAND SURVEYOR, L–5519, CERTIFY THAT THIS IS A SURVEY

(11d) IS OF ANOTHER CATEGORY, SUCH AS RECOMBINATION OF EXISTING PARCELS, A COURT–ORDERED SURVEY, OR OTHER EXEMPTION OR EXCEPTIONS TO THE DEFINITION OF SUBDIVISION.

PROFESSIONAL LAND SURVEYOR DATE

PRELIMINARY

I, AARON CARTER, CERTIFY THAT THIS MAP WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL GPS SURVEY MADE UNDER MY SUPERVISION AND THE FOLLOWING INFORMATION WAS USED TO PERFORM THE SURVEY:
(1) CLASS OF SURVEY: A
(2) POSITIONAL ACCURACY: 0.10'
(3) TYPE OF GPS FIELD PROCEDURE: RTK
(4) DATE OF SURVEY: 06/14/24
(5) DATUM/EPOCH: NAD 83 (2011)
(6) PUBLISHED/FIXED–CONTROL USE: NCVRS
(7) GEOID MODEL: 12B
(8) COMBINED GRID FACTOR(S): 0.99988214
(9) UNITS: U.S. FEET

Curve Table

Curve #	Length	Radius	Chord Bearing	Chord Distance
C1	1517.35	1850.00	S65°30'42"E	1475.17
C2	1408.41	1850.00	S20°19'49"E	1374.64

Line Table

Line #	Direction	Length
L1	N45°35'05"E	69.07
L2	N00°41'34"E	63.92
L3	N01°29'10"E	239.09
L4	N00°53'22"E	236.70
L5	S89°58'21"E	19.66
L6	N00°10'53"W	216.42
L7	S89°44'14"E	127.14
L8	N00°06'50"W	332.71
L9	N89°56'03"E	95.37
L10	S35°50'07"E	4.53
L11	N07°37'00"W	5.07
L12	N01°26'48"E	28.79

GRID NORTH NAD 83 (2011)

GRAPHIC SCALE
200 100 0 200 400
1" = 200 FEET

OWNERSHIP AND DEDICATION

I HEREBY CERTIFY THAT I AM THE OWNER OF THE PROPERTY SHOWN AND DESCRIBED HEREON, WHICH IS LOCATED IN THE SUBDIVISION JURISDICTION OF THE TOWN OF SMITHFIELD, THAT I HEREBY FREELY ADOPT THIS PLAN OF SUBDIVISION AND DEDICATE TO PUBLIC USE ALL AREAS SHOWN ON THIS PLAT AS STREETS, ALLEYS, WALKS, PARKS, OPEN SPACES, AND EASEMENTS, EXCEPT THOSE SPECIFICALLY INDICATED AS PRIVATE, AND THAT I WILL MAINTAIN ALL SUCH AREAS UNTIL THE OFFER OF DEDICATION IS ACCEPTED BY THE APPROPRIATE PUBLIC AUTHORITY.

OWNER DATE

CERTIFICATE OF APPROVAL

I, HEREBY CERTIFY THAT ALL STREETS AND OTHER IMPROVEMENTS SHOWN ON THIS PLAT HAVE BEEN INSTALLED OR COMPLETED OR THAT THEIR INSTALLATION OR COMPLETION HAS BEEN ENSURED BY THE POSTING OF A PERFORMANCE BOND OR OTHER SUFFICIENT SURETY, THAT THE SUBDIVISION SHOWN ON THIS PLAT COMPLIES IN ALL RESPECTS WITH THE SUBDIVISION REGULATIONS OF THE TOWN OF SMITHFIELD AND THEREFORE, HAS BEEN APPROVED BY THE SMITHFIELD TOWN COUNCIL, SUBJECT TO ITS BEING RECORDED WITHIN (6) MONTHS OF THE BELOW DATE.

TOWN CLERK DATE

PLANNING DIRECTOR DATE

SYMBOLS

- EXISTING IRON PIPE/ROD
- NEW ½" IRON ROD SET
- COMPUTED POINT (NOT SET)
- UTILITY POLE

LEGEND

ADJOINER LINE
LINE SURVEYED
RIGHT OF WAY
ANNEXATION LINE
OVERHEAD POWER — P —
FLOODWAY LINE
EASEMENT LINE — ESMT —
FLOOD ZONE "AE"

ANNEXATION PLAT FOR

LOCAL 70 RESIDENTIAL DEVELOPMENT

M. DURWOOD STEPHENSON PARKWAY
SELMA TOWNSHIP - JOHNSTON COUNTY - NORTH CAROLINA

Summey Engineering Associates, PLLC
Engineering - Consulting - Surveying
P.O Box 968, Asheboro, NC 27204
Ph 336-328-0902 Fx 336-328-0922 www.summeyengineering.com
NC ENGINEERING & SURVEYING FIRM CERTIFICATE OF AUTHORIZATION: P-0336

Scale:	1" = 200'
Date:	11/19/2024
Drawn By:	SKM
Checked By:	AJC
Job No.:	2201004

TOWN OF SMITHFIELD
RESOLUTION No. 763 (01-2025)
FIXING DATE OF PUBLIC HEARING ON QUESTION OF ANNEXATION PURSUANT TO G.S. 160A-31

WHEREAS, a petition requesting annexation of the area described herein has been received; and

WHEREAS, the Town Council has by Resolution No. 763 (01-2025) directed the Town Clerk to investigate the sufficiency of the petition; and

WHEREAS, certification by the Town Clerk as to the sufficiency of the petition has been made;

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

Section 1: A public hearing on the question of annexation of the area described herein will be held in the Council Chambers of the Town Hall located at 350 East Market Street, Smithfield North Carolina at 7:00 pm on January 21, 2025.

Section 2: The area proposed for annexation is described as follows:

Beginning at an existing right of way monument, said monument being located in the southern right of way of M. Durwood Stephens Parkway (Public right of way width varies); Thence along said M. Durwood Stephens Parkway southern right of way the following courses and distances: 1) S 89°34’03” E 377.15 feet to an existing right of way monument, said monument having NAD 83 (2011) Coordinates of N: 648,650.44 and E: 2,204,096.63; 2) with a curve to the right, having a radius of 1,850.00 feet, an arc length of 1,517.35 feet and a chord bearing and distance of, S 65°30’42” E 1,475.17 feet to an existing right of way monument, said monument having NAD 83 (2011) Coordinates of N: 648,038.97 and E: 2,205,439.11; 3) with a curve to the right, having a radius of 1,850.00 feet, an arc length of 1,408.41 feet and a chord bearing and distance of, S 20°19’49” E 1,374.64 feet to an existing right of way monument; 4) S 03°02’35” W 338.37 feet to an existing 1” iron pipe, said iron pipe being located in said M. Durwood Stephens Parkway and being the northeast corner of Wal-Mart Real Estate Business Trust, Id No: 14057012D (Deed Book 1751, Page 775); Thence leaving said M. Durwood Stephens Parkway and along the northern line of said Wal-Mart Real Estate Business Trust, N 89°09’23” W 1,023.53 feet to an existing ½” iron pipe, said iron pipe being the northwest corner of said Wal-Mart Real Estate Business Trust and being a point in the eastern line of Tanisha C. Medina, Id No: 14074002D (Deed Book 6015, Page 691); Thence leaving said Wal-Mart Real Estate Business Trust and along the eastern of said Tanisha Medina, N 00°41’34” E 63.92 feet to an existing ½” iron in concrete, said iron being the northeast corner of said Tanisha Medina; Thence leaving and along said Tanisha Medina and along the northern line of Vu Nguyen, Id No: 14074002E (Deed Book 3072, Page 971) and Booker Dairy Homeowners Association, Id No: 14074002M (Deed Book 3274, Page 19), N 89°40’00” W 764.38 feet to an

existing axle, said axle being in the northern line of said Booker Dairy Homeowners Association and being the southeast corner of Jose Benitez and Jenny Benitez, Id No: 14057016 (Deed Book 5304, Page 733); Thence leaving said Booker Dairy Homeowners Association and along the eastern line of said Benitez, N 01°29'10" E 239.09 feet to an existing 1" iron pipe, said iron pipe being the northeast corner of said Benitez and being the southeast corner of Thomas E. Sullivan and Shirley P. Sullivan, Tanya S. Mustgrave and Shannon S. Haywood, Id No: 14057016A (Deed Book 5424, Page 469); Thence leaving said Benitez and along said Sullivan, Mustgrave and Haywood (Id No: 14057016A) eastern line, N 00°53'22" E 236.70 feet to an existing 1" iron pipe, said iron pipe being the northeast corner of said Sullivan, Mustgrave and Haywood (Id No: 14057016A); Thence along said Sullivan, Mustgrave and Haywood northern line and along Thomas E. Sullivan Shirley P. Sullivan, Tanya S. Mustgrave and Shannon S. Haywood, Id No: 14057015 (Deed Book 5424, Page 472), N 89°40'12" W 468.72 feet to an existing 1" iron pipe, said iron pipe being the northwest corner of said Sullivan, Mustgrave and Haywood (Id No: 14057015) and being located in the eastern right of way of Booker Dairy Road (Public right of way width varies); Thence leaving said Sullivan, Mustgrave and Haywood (Id No: 14057015) and along said Booker Dairy Road eastern right of way the following courses and distances: 1) N 00°01'45" W 731.46 feet to an existing right of way monument; 2) S 89°58'21" E 19.66 feet to an existing right of way monument; 3) N 00°10'53" W 216.42 feet to an existing 1" iron pipe, said iron pipe being located in said Booker Dairy Road eastern right of way and being the southwest corner of Elizabeth Cortes Jaurez and Juan Manuel Perez, Id No: 14057013 (Deed Book 6409, Page 895); Thence leaving said Booker Dairy Road and along the southern line of said Juarez and Perez, S 89°44'14" E 127.14 feet to an existing 1" iron rod, said iron rod being the southeast corner of said Juarez and Perez and being the southwest corner of Margie B. Olsen, Id No: 14057012 (Deed Book 4866, Page 272 and Deed Book 929, Page 45); Thence leaving said Juarez and Perez and along the southern, eastern and northern lines of said Olsen the following courses and distances: 1) S 89°43'49" E 347.00 feet to an existing 36" Pine tree; 2) N 01°01'26" E 558.60 feet to an existing 1" iron pipe; 3) N 89°21'39" W 229.03 feet to an existing 1" iron pipe; 4) S 50°50'06" W 329.90 feet to an existing 1" iron pipe, said iron pipe being located in said Booker Dairy Road eastern right of way; Thence leaving said Olsen and along said Booker Dairy Road eastern right of way, N 00°06'50" W 332.71 feet to an existing right of way monument; Thence leaving said Booker Dairy Road, N 45°35'05" E 69.07 feet to the Point of Beginning, Containing 85.85± Acres.

Section 3: Notice of the public hearing shall be published once in the Johnstonian News, a newspaper having general circulation in the Town of Smithfield, at least ten (10) days prior to the date of the public hearing.

Adopted this the 7th day of January, 2025

_____

M. Andy Moore, Mayor

ATTEST:

_____

Elaine Andrews, Town Clerk

Request for Town Council Action

Consent Agenda Item:	**DSDC Board Appointments**
Date:	**1/07/2025**

Subject:	Appointment to the Downtown Smithfield Development Corporation's Board of Directors
Department:	General Government Department
Presented by:	Town Clerk – Elaine Andrews
Presentation:	Consent Agenda Item

Issue Statement

The DSDC is requesting the Town Council to appoint Clyenzer Taylor to its Board of Directors

Financial Impact

There will be no impact to the budget

Action Needed

Council approval of the appointments and adoption of Resolution No. 764 (02-2025)

Recommendation

Staff recommends approval of these appointments and adoption of Resolution No. 764 (02-2025)

Approved: ☑ Town Manager ☐ Town Attorney (not required)

Attachments:

1. Staff Report
2. Clyenzer Taylor – DSDC Board Application
3. Resolution No. 764 (02-2025)

Staff Report

Consent Agenda Item:	**DSDC Board Appointments**
Date:	**1/07/2025**

The Downtown Smithfield Development Corporation's Board of Directors is recommending the appointment of Cyenzer Taylor to serve on the DSDC Board of Directors.

Pursuant to Article VII "Directors Terms" (see below) of the Downtown Smithfield Development Corporation by-laws, any appointment to the Board must be approved by resolution of the Smithfield Town Council.

Article VII – Directors Terms

Directors shall be elected for a term of three years, beginning January 2025. Directors will be elected in the month of January. Directors shall be nominated by the Board of Directors and shall become Directors upon approval by resolution of the Smithfield Town Council. At all times, there shall be at least five (5) Directors that own real property in the Downtown Smithfield Municipal Service District, own a business that leases property within the Downtown Smithfield Municipal Service District, or own an interest in a company that owns real property in the Downtown Smithfield Municipal Service District.

Clyenzer Taylor

Clayton, NC

Experience

November 2024 - PRESENT

Boutique Social, LLC, Smithfield, NC– *Merchandiser*

- Researching and identifying high-quality, trending merchandise that aligns with the boutique's brand and target market.
- Making data-driven decisions on inventory replenishment and seasonal stock adjustments.
- Tracking the sales performance of merchandise and making purchasing adjustments based on sales trends.
- Collaborating with the owners to promote new arrivals and exclusive merchandise through social media, email marketing, and in-store promotions.

February 2011 - PRESENT

Ms. C BailBonds, Kenansville, NC – *Owner*

- Evaluating client applications, posting bonds, and ensuring timely and successful outcomes.
- Building and maintaining strong relationships with clients.
- Managing accounts, tracking payments, and ensuring compliance with state laws and regulations.
- Supervising and training new agents.
- Staying up-to-date on all relevant local, state, and federal regulations and ensuring the business adheres to all required licensing and legal standards.

May 2018 - September 2024

Classy C's, Smithfield, NC – *Owner*

- Developed and implemented long-term strategies to grow the boutique, increase profitability, and build a loyal customer base.
- Sourced high-quality merchandise, built relationships with vendors, and ensured a balance of trendy, timeless, and exclusive items.
- Oversaw inventory levels, to ensure stock was efficiently managed and replenished.
- Ensured all customers had a memorable and positive shopping experience.
- Recruited, trained, and motivated hired sales associates.
- Used social media, email campaigns, and local events to promote the boutique's products, brand, and events.
- Ensured merchandise was creatively displayed to encourage sales and highlight seasonal promotions.

Education

February 2011 - February 2011

NC Bail Academy, Raleigh, NC – *PLE Certificate*

Continued completion of yearly education requirements to maintain bail bonding license.

Awards

Top-Performing Bailbondsman, 2012

TOWN OF SMITHFIELD
RESOLUTION NO. 764 (02-2025)
Supporting an Appointment to the Downtown Smithfield Development Corporation's Board of Directors

WHEREAS, The Smithfield Town Council has received a request from the Downtown Smithfield Development Corporation's Board of Directors to appoint a member to its Board; and

WHEREAS, pursuant to Article VII of the Downtown Smithfield Development Corporation's By-Laws, the Town Council must approve any appointments/ reappointments to the Board of Directors by Resolution; and

WHEREAS, the Downtown Smithfield Development Corporation Board of Directors have recommended the new appointment of Clyenzer Taylor; and

WHEREAS, the Town Council is asked to consider this appointment and make a determination.

NOW THEREFORE, BE IT RESOLVED, the Town Council does hereby approve the appointment of Clyenzer Taylor to the Downtown Smithfield Development Corporation's Board of Directors.

Adopted this the 7th day of January, 2025

_____
M. Andy Moore, Mayor

Attest:

_____
Elaine Andrews, Town Clerk

Request for Town Council Action

Consent Agenda Item:	**Personnel Promotion**
Date:	**1/07/2025**

Subject:	Promote Electric Crew Leader to Electric Superintendent
Department:	Public Utilities Department
Presented by:	Public Utilities Director - Ted Credle
Presentation:	Consent Agenda Item

Issue Statement

Obtain Council approval to promote Electric Crew Leader to the position of Electric Superintendent.

Financial Impact

The pay for the proposed personnel is included in the adopted FY 2024 – FY 2025 budget. The new hourly rate for the promoted employee is less than the previous employee, who held this position. Hourly rate for new employee is 45.67 per hour ($94,993.60/year)

Action Needed

Approve the promotion of Electric Crew Leader to Electric Superintendent.

Recommendation

Staff recommends the approval of the offer

Approved: ☑ Town Manager ☐ Town Attorney

Attachments:

1. Staff Report

Staff Report

Consent Agenda Item:	**Personnel Promotion**
Date:	**1/07/2025**

In keeping with stated Town goals of attracting and retaining highly qualified employees, the Town has interviewed an internal employee for the position of Electric Superintendent for the Electric Division of Public Utilities. The Department has this vacancy in accordance with approved staffing levels in the current year's budget. The prospective Electric Superintendent is an in-house candidate and such a hire would be consistent with a career ladder promotion. The candidate is qualified for this position and is a highly regarded member of Town staff. Council is asked to approve this hire/promotion.

New Hire Report

Consent Agenda Item:	Personnel Promotion
Date:	1/07/2025

Background

Per Policy, upon the hiring of a new or replacement employee, the Town Manger or Department Head shall report the new/replacement hire to the Council on the Consent Agenda at the next scheduled monthly Town Council meeting.

In addition, please find the following current vacancies:

Position	Department	Budget Line
Planner I	Planning	10-10-4900-5100-0200
Police Officers (3 positions)	Police	10-20-5100-5100-0200
Firefighter I	Fire	10-20-5300-5100-0200
Asst. Aquatics Supervisor	P&R – Aquatics	10-60-6220-5100-0200
Water Plant Operator	PU – Water Plant	30-71-7200-5100-0200
Utility Line Mechanic	PU – Water/Sewer	30-71-7220-5100-0200
Electric Superintendent	PU – Electric	31-72-7230-5100-0200

Action Requested

The Town Council is asked to acknowledge that the Town has successfully filled the following vacancies in accordance with the Adopted FY 2024-2025 Budget.

Position	Department	Budget Line	Rate of Pay
Police Officer (MPO)	Police	10-20-5100-5100-0200	$ 29.59/hr. ($66,163.24/yr.)
Police Officer (2)	Police	10-20-5100-5100-0200	$ 26.84/hr. ($60,014.24/yr.)
Part-Time Pool Staff	SRAC	10-60-6220-5100-0200	$ 10.00/hr.

The Smithfield Town Council met in regular session on Tuesday, November 19, 2024 at 7:00 p.m. in the Council Chambers of the Smithfield Town Hall, Mayor M. Andy Moore presided.

Councilmen Present:	Councilmen Absent	Administrative Staff Present
Roger Wood, Mayor Pro-Tem	Travis Scott, District 3	Michael Scott, Town Manager
Marlon Lee, District 1		Elaine Andrews, Town Clerk
Sloan Stevens, District 2		Ted Credle, Public Utilities Director
Dr. David Barbour, District 4		Jeremey Daughtry, Fire Chief
John Dunn, At-Large		Lawrence Davis, Public Works Director
Stephen Rabil, At-Large		Andrew Harris, Finance Director
		Pete Hedrick, Chief of Police
		Gary Johnson, Parks & Rec Director
		Shannan Parrish, HR Director
		Stephen Wensman, Planning Director

Also Present	Administrative Staff Absent
Robert Spence, Jr., Town Attorney	

CALL TO ORDER

Mayor Moore called the meeting to order at 7:00 pm.

INVOCATION

The invocation was given by Councilman David Barbour followed by the Pledge of Allegiance.

APPROVAL OF AGENDA:

Councilman John Dunn made a motion, seconded by Mayor Pro Tem Roger Wood to approve the agenda, amended as follows:

Add as Business item 1: *Request for Funding from DSDC for a Software Program.*

Unanimously approved.

PUBLIC HEARING:

1. **Special Use Permit Request - Country Club Townhomes (SUP-24-03):** Brian Leonard (BRL Engineering) is requesting a special use permit for Country Club Townhomes, a 60-unit Townhome development on 8.06 acres in the B-3 (Highway Entranceway Business District). The proposed development is located at the northwest intersection of South Brightleaf Boulevard and Country Club Road, identified by the Johnston County Tax ID#s 15J11023.

Town Clerk Elaine Andrews administered affirmations to those wishing to offer testimony during the Public Hearing

Mayor Pro Tem Roger Wood made a motion, seconded Councilman Steve Rabil, to open the public hearing. Unanimously approved.

Planning Director Stephen Wensman presented stating the property is located at the intersection of US 301 South and Country Club Road. It is in a B-3, property zone with B-3 single family homes to the West, and North, and some R-10 residential to the north. The property sits on Holt Lake to the South. Wensman noted that this application was made prior to the removal of multi-family as a special use in the B-3 zoning district so, this has

to be honored by the old ordinance. He stated proposed Smithfield Fire District, Smithfield water and sewer District, served by Duke Electric. The developers are Cranton Land LLC. The project includes 60 Townhouse units on 8.026 acres near Holt Lake, with a density of 7.48 dwelling units per acre. The development features 12 Townhouse buildings, each containing 3-8 units, and over 1,400 linear feet of road. Access is planned from Country Club Road. The property includes floodplain areas and a 50-foot riparian buffer. It was initially proposed with public streets, however the current plan indicates private streets. The development will construct a pump station and force main for water and sewer. Wensman stated the developer initially proposed 25-foot front setbacks for the public streets, however that plan conflicted with B3 zoning requirements of 35-foot front setbacks and 17.5-foot corner side yard setbacks. The developer's engineer submitted a revised plan featuring private streets that meets all requirements while maintaining the same overall layout. Sidewalks and a trail will line Brightleaf Boulevard. Wensman stated that the revised plan submitted in response to staff comments maintains the same overall layout, with the key difference being the designation of streets as easements rather than rights-of-way. This change allows property lines to extend into the streets, enabling the development to meet the 35-foot front setback requirement. While the Town code typically mandates a 60-foot-wide right-of-way for local streets, it allows for a minimum of 50-feet with Town Council approval under special conditions.

The proposed plan features a 50-foot-wide right-of-way, with streets measuring 27 feet wide from curb to curb. Should the streets be designated as private, staff recommends establishing a written agreement with the police department to enforce parking regulations on these private streets. Additionally, it is suggested that one side of the street be designated as a no-parking zone. Wensman also noted that the Town's ordinance permits private streets in subdivisions under specific conditions. The Town Council must determine that these streets provide adequate ingress and egress to collector streets. Additionally, there must be sufficient assurances, typically through a legally established homeowners association, that the private streets will be properly maintained. This provision allows for flexibility in subdivision design while ensuring proper access and long-term maintenance of private streets within the development. He also stated the proposed development aligns with the Comprehensive Plan's vision for a mixed-use center in this area. The plan encourages high-density residential uses, including Townhomes, alongside commercial properties.

While the Town cannot dictate architectural details under a special use permit, the project's design includes varied building heights and exterior finishes, with end units facing the street where possible. He also stated that the Townhouses have an approximate depth of 38.5 feet, with lot depths of 100 feet. Building footprints may vary in the final development. Staff noted that Section 8.13.14 requires 35-foot front and corner side yards for Townhouses, matching the general district. However, the Townhouse definition only requires a perimeter yard. The initial submittal showed 25-foot setbacks, conflicting with regulations. In response, the developer revised the plan to include private streets, allowing the 35-foot setback to extend into the easement. The Townhouses comply with building separations, landscape plans, and buffer requirements. However, the right-of-way is 50-feet instead of the required 60 feet. In B3 commercial zones, driveways must be 36 feet from intersections, but the general code allows 25 feet, which this plan follows. Driveways can't exceed 50% of property frontage, which Townhomes often can't meet. A 5-foot public sidewalk is included along Country Club Road. Wensman stated the developer proposed a 10-foot multi-use trail on Brightleaf Boulevard and sidewalks on both sides of internal streets are planned. Trash rollout details are missing.

If private streets are allowed, conditions should be added for trash truck access without liability and police enforcement of parking. The plan includes 3 parking stalls per unit plus 16 overflow spaces. Emergency vehicle access must be ensured. A stormwater management pond is proposed adjacent to Holt Lake. Wensman further noted that a homeowner's association would maintain common areas and amenities. The developer plans to install a pump station and force main. The Town will provide water and sewer services. A future identification sign is required. Traffic generated is below the threshold for a study. Staff finds the project will not endanger public health, safety, or welfare and will adhere to Town requirements

Mr. Wensman reviewed staff's opinion of the findings. They are as follows:

STAFF'S OPINION ON THE FINDINGS OF FACT

4.9.4.5.1. The establishment, maintenance, or operation of the special use will not be detrimental to or endanger the public health, safety, or general welfare. ***The project will not be detrimental to or endanger the public health, safety or general welfare. The development will adhere to all Town requirements.***

4.9.4.5.2. 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 project will not impede the normal and orderly development and improvement***

of the surrounding properties. The townhomes provide a transition from commercial uses to the existing detached single family uses. Townhouses in and adjacent to mixed use centers are encouraged in the Town Plan.

4.9.4.5.3. Adequate utilities, drainage, parking, or necessary facilities have been or are being provided. ***The development will provide adequate utilities, drainage, parking and necessary facilities. For this project to proceed, the developer will extend a forced main and construct a pump station.***

4.9.4.5.4. The proposed use shall not be noxious or offensive by reason of vibration, noise, odor, dust, smoke, or gas. ***The use will not create such nuisances.***

4.9.4.5.5. Adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets. ***Proper ingress and egress will be provided with a single access road onto Country Club Road that meets Town of Smithfield standards.***

4.9.4.5.6. That the use will not adversely affect the use or any physical attribute of adjoining or abutting property. ***The use will have no adverse impacts on the abutting or adjoining properties. The adjacent properties are residential, and the townhouse development will provide a 40-foot perimeter buffer with landscaping.***

4.9.4.5.7. That the location and character of the use, if developed according to the plan as submitted and approved, will be in harmony with the area in which it is to be located. **The proposed townhomes will be complementary and in harmony with the adjacent homes. The architectural style will blend well and dormers will break up the scale of the buildings.**

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

Planning Staff recommends approval of SUP-24-03 with the following conditions:

1. *That the "streets" be dedicated to the public and the front setbacks shall be a minimum of 25 feet.*
2. *There shall be a homeowner's association to own and maintain all common amenities such as the parking lot, sidewalks, landscaping, mail kiosk, and stormwater management facility.*
3. *That NCDEQ approval be obtained for the stormwater management facility and retaining wall within the riparian buffer.*

If the desire is to allow the private streets:

1. *That an agreement be in place or within the HOA documents that permit Town trash vehicles to trespass onto the private road for trash collection without liability for normal wear and tear.*
2. *There shall be a homeowner's association to own and maintain all common amenities such as the parking lot, sidewalks, landscaping, mail kiosk, and stormwater management facility.*
3. *That a written agreement to allow the town police department to enforce parking on the private street and the street be signed no parking on one side.*
4. *That NCDEQ approval be obtained for the stormwater management facility within the riparian buffer.*
5. *That site plan be modified to adhere to UDO Section 2.21 to maintain a 36' distance between a driveway and intersection.*

Planning Director Stephen Wensman has incorporated his entire record and provided it to the Council in written form in the November 19, 2024 agenda packet.

Mayor Andy Moore asked if there were any questions from the Council.

Councilman John Dunn asked about the 50-foot right-of-way, questioning Wensman's to clarify his statement

regarding Townhomes meeting that requirement, noting that the Town has approved 50-foot driveways in the past, and it was never an issue. Wensman stated 50-foot driveways are not feasible, and that it was discovered in a detailed review of the code that this standard existed. He stated this standard is not fit for a Townhouse development.

Mayor Moore asked if this development met the 50-foot driveway UDO requirement. Wensman said it did not. Mayor Moore asked if there was potential that a Town home subdivision could meet it. Wensman stated one could meet the requirement if there were wide lots.

Councilman David Barbour asked if Smithfield has already approved or has existing Townhome developments that are like the current proposal, particularly regarding the mix of private driveways and public streets. Stephen Wensman explained that Smithfield has approved Townhouse developments in the past. Some older ones were approved under different regulations. More recently, Townhouse projects have been approved through conditional zoning, which allows the Town to negotiate specific details with developers. Councilman Barbour asked if of the Town homes approved were the streets designated public or private. Wensman stated that he believed they were public streets.

Councilman David Barbour stated that street ownership in Townhome projects was of importance as it pertains to Town services, and residents not having to reach out to private companies for assistance.

Councilman Sloan Stevens asked since the developer is proposing a 25-foot setback, but the UDO requirement 35 feet in a B-3 zoning district, why was this case before the Board.

There was also discussion among the Board regarding sidewalks and the multi-use path proposed in this development. Given that the code was updated after this development was submitted, the Board wanted clarification for how those regulations would apply in this case. Wensman stated the developer planned to install sidewalks, but he recommended the trail, due to the Mountains to Sea trail coming through. The developer was readily agreeable to comply with the new standards, adding the trail.

Councilman Sloan Stevens asked at what density would a second entrance be required. Wensman stated at least one hundred units, and this development did not trigger it.

Councilman John Dunn stated this development is built with a private road; under the assumption it will always be a private road that the Town would not be required to take over as in other developments in the past. That being the case, it makes it possible for the developer to get around the 35-foot setback. Mayor Moore clarified with Wensman that the developer was proposing public streets. Wensman stated that was the developer's submittal, and that this was what the UDO requires 65-foot-wide rights-of-way. Mayor Moore asked if this development meets that. Wensman stated that it does not.

Councilman David Barbour stated that since the Board keeps finding issues with the development not being in line with the UDO, how can staff's opinion of the finding of facts be ok. Mayor Andy Moore stated that the Board will discover all facts during the quasi-judicial hearing and that opinion should be reserved until all the facts are heard. Councilman Barbour reiterated that the list of UDO violations is a problem. Wensman apologized, stating that there was some back and forth during his review of the project's originally submitted plans versus the alternative plans. He stated if a private street, the developer meets the standards, but that the developer offered alternative plans if the other was not approved.

Mayor Andy Moore clarified that the developer was proposing public streets and stressed that the Board must hear the case as the Special Use Permit request submitted before them, and that is not up for negotiation. Wensman agreed the developers were proposing public streets with a 25-foot setback, 50-foot right-of-way, and stated it was his fault for not making that clear.

The Mayor asked if there were any further questions from the Board for staff. There were none. He asked for anyone in the audience who wished to speak to come forward.

Attorney Andrew Petesch of Petesch Law of Cary, NC. testified that he represents about twenty-three homeowners near the development, and also wished to present two adjacent property owners as well as a state certified appraiser to speak on the issue. He stated that he proposed to present evidence on standing to show that his party would suffer special damages distinct from the public at large if the project was allowed to move forward, in accordance with North Carolina state law. He stated that in accordance with presenting evidence on standing, it is his allegation that the Special Use Permit is unlawful to approve, and in treating that statement as true for standing purposes only, it satisfies the first element of standing. The second element was that his party

would suffer special damages, for which he intended to present witness testimony. He called Eason Kenny to testify.

Marcia Eason Armstrong Kenny, adjacent property owner at 125 Cypress Point was brought forth to testify. She clarified her property boundaries in relation to the proposed project and in congruence with maps presented in evidence by Attorney Petesch.

Attorney Petesch obtained approval from the Board to hand out an opposition notebook to pair with his hearing before the Board. The Board approved. A copy of this document is available as evidence of record in the office of the Clerk.

Attorney Petesch asked Ms. Kenny to testify as to any adverse impacts to her property in relation to this project. Ms. Kenny stated privacy was an issue with the proposal of trees being cleared out to erect the development, given the density of people the development could house. She was also concerned with noise and littering with the development being essentially in her backyard. Ms. Kenny was also concerned about trespassers encroaching in her backyard. She was also concerned that runoff from the development may flood her property, which sits at a lower elevation to the proposed development. She stated she experienced all of these issues before in a past development near which she lived that prompted her to leave that area.

Attorney Petesch asked if the opposing counsel had any questions to ask Ms. Kenny.

Attorney Marcus Burrell of Stewart Law Group in Selma, NC. He addressed Ms. Kenny, asking if the property owner wanted to clear cut their land, would it not be their right to do so. Ms. Kenny asked Mr. Burrell if he could defer that legal question to her attorney, Mr. Petesch. Mr. Burrell asked Ms. Kenny about the neighbors to the North and South who could potentially trespass on her property. Ms. Kenny stated that these were neighbors she already knew and the neighbors in question occupied two homes versus sixty homes in the proposed development. Burrell asked if the real issue was having neighbors she did not know. Ms. Kenny stated the real issue was having a development that abuts hers so closely, with neighbors in such a high density which could infringe upon her privacy and bring noise among other issues.

Attorney Petesch presented Bob Denning of 1052 N Lakeside Drive, an adjoining property owner who is also an attorney. He stated he opposed the Special Use Permit as it would be a disruption to the quiet development that exists there, of which Smithfield should be proud. Denning stated privacy and traffic are of concern. He stated a creek aligns the property, that is sometimes mistaken for a ditch. He states it feeds from Country Club Road to Holts Lake, and it is conducive to flooding. He stated that he enjoys the current quality of life and quiet that exists now. Denning further stated that the proposed 60 Townhomes on 8 acres of land could bring 240 people to the area with children with no good places to play. He was concerned with trespassing that could bring to his and neighbors' properties. He stated he was still confused as to whether the streets would be public or private, but nevertheless the streets would be narrow, and limited parking could present a hazard. He was also concerned with road noise, odor and flooding at the pumping station. Petesch asked the opposing attorney, Attorney Marcus Burrell if had any questions to ask of him.

Mr. Burrell referenced the comments Mr. Denning made regarding flooding and septic issues. Burrell asked whether Denning was a licensed civil engineer. Denning stated no but he has lived in the area, has looked out over the property and knows how the water flows about it from personal experience. Mr. Burrell had no further questions of Mr. Denning.

Attorney Petesch presented a state certified residential appraiser, James Lucas, of Raleigh as an expert in real estate evaluations. Mr. Lucas, a thirty-year appraiser, stated he has appraised over 11,000 properties, taught courses, and trained trainees among other credentials for market analyses of residential properties. He stated he was familiar with the property which adjoins the proposed development having examined and personally visited the site in question. He presented a market impact analysis to the Board, which was included in the Opposition Hearing Notebook entered earlier as evidence. Lucas stated he singled out one factor of value for his adjustment out of about 25 things that could be adjusted for during a full appraisal. That one adjustment factor was whether adjoining property was located away from or built next to a Townhouse development. He stated he found a brand-new neighborhood and a brand-new Town home community across the street from each other. He analyzed the cost, finding that properties facing the Townhouse community sold for less than the same homes located away from the Townhouse community by a five percent loss in value.

Councilman Sloan Stevens asked if these were the same type houses on different sides of the street. Appraiser, James Lucas stated that they were.

The Appraiser, James Lucas asked if there were any questions he could answer for Attorney Marcus Burrell. Attorney Burrell referenced the analysis of Cross Creek Subdivision in Selma, NC that Lucas presented as evidence, pointing out two properties in particular which showed no difference in the price comparison. Mr. Lucas stated that what he looks for is a trend, and that trend was an average increase of five percent. He stated he wanted the Board to be able to see all the data in his analysis pursuant to whether there was either no difference or a big difference in cost by his comparisons. He directed Burrell to look at the trend and not just the one point of data that he found showed no difference by comparison. He stated the data pointed out common knowledge, which is you don't want to live next to a Town house. Burrell had no further questions for the appraiser.

Attorney Petesch followed up, asking if the methodology used in determining the five percent reduction in valuation was commonly used and accepted in the appraising profession. Lucas said yes.

Attorney Petesch referenced all evidence as stated by his witnesses and experts, which he stated satisfied all three elements of standing as for his clients in opposition to the Special Use Permit.

Petesch stated that the case he has laid out as special damages is in direct alignment with satisfying all three criteria for evidence of standing. He noted that the leading case for quasi-judicial matters is *Mangum vs the Raleigh Board of Adjustment, 2008* is used as the controlling case in North Carolina regarding special damages for adjacent property owners who would be adversely affected by a development. He asked respectfully that the Board consider and find that his clients have standing as he laid out in opposition to the Special Use Permit request.

Mayor Andy Moore asked if there were any objections from opposing counsel. Attorney Marcus Burrell stated that the issues brought up as special damages was that of having neighbors who might trespass, living near a drainage ditch that holds water when it rains and there's going to be a pump station. Burrell stated these are not special damages, as they are present throughout Smithfield and are experienced by lots of people in Town and that he objects to standing.

Attorney Petesch gave a rebuttal stating Mr. Burrell has misapprehended the standing here. The special damages are specific to the effects of this development and the adjacent property owners, irrespective of other property owners are experiencing throughout Smithfield, unless they are near the development in question.

Mayor Andy Moore stated that it is the opinion of the Chair based on the evidence presented in this case that we allow standing in this case.

Mr. Petesch asked if Ms. Kenny's testimony could be allowed to stand in the merits portion of the case so that she can be excused to go home to her children. Burrell stated he had no objection. There was no further testimony needed from Ms. Kenny, so she was allowed to be dismissed.

Marcus Burrell, attorney for the developer, stated that he petitions for the board to approve the special use permit with public streets, not private streets. He stated his clients agree with the three conditions as presented by staff. He referenced the UDO setbacks for Townhomes, stating they are proposing the 25-foot setback as is in compliance with the UDO. He also stated the UDO allows for a 50-foot right of way. He called forth Mr. Brian Leonard, the project engineer to set forth the findings of fact.

Brian Leonard of BRL Engineering and surveying in Smithfield, a civil engineer spoke in favor of approval of the subdivision. Leonard and Burrell had general discussion of the location of the property. Burrell asked specifically if residents would have access to Holt Lake. Leonard stated they would not. In going through the eight finding of fact, which the engineer was in agreement with, stating that the developer planned to comply with the current UDO and the Town of Smithfield's Comprehensive Development Plan, noting that they were before the Board for preliminary approval, and that a lot of in-depth analysis pertaining to storm water and sewer would come after the preliminary approval. Detail design work is yet to be done, but they noted this project can be done to meet the standards dimensionally and be in compliance with code.

Mayor Moore asked if there were any questions from the Council for the engineer. Councilman David Barbour questioned what materials would make up 40-foot perimeter buffer. The Engineer, Brian Leonard stated it would be a Class A landscape buffer, but he was not certain of how many trees and shrubs there would be per hundred feet, but that there is a minimum requirement defined by Town standards. Barbour questioned whether they would leave any existing trees as buffers. Leonard stated that they certainly could. Mayor Moore asked if the current plans showed the trees. Leonard stated they did not. Mayor Moore stated that is a requirement for Town site plans that existing trees be stipulated in the plans. Leonard stated he understood.

Mayor Moore asked Leonard if he was familiar with the area in question and if he lived around here. Leonard stated he lived on the other side of the lake and was familiar with the property as well as its owners. Mayor Moore asked what size homes were proposed. Leonard stated minimum 2-story or 3-story Townhomes and that he did not know the square footage. Mayor Moore asked Leonard if he knew of any other 60, 3-story residential developments in the area. Leonard stated they were not necessarily proposing 3-story units, but that he did not know of any. Mayor Moore clarified that the proposal was not clear, and that there could very well be 3-story units built. Leonard agreed stating it is a possibility and agreed that there were no other such developments in that area.

Mayor Moore further clarified that the developer was proposing public streets. The developer stated yes, this was what they were proposing. Mayor Moore asked if this development was meeting the 60-foot requirement for the right of way for public streets. Leonard stated he was asking the Board to allow them to have a 50-feet right of way. Mayor Moore reiterated that this was a quasi-judicial hearing for a special use, not a conditional use hearing. The developer stated they are not meeting the 60-foot requirement. Mayor Moore further asked if the development met the 50 foot driveway requirement. Leonard stated he didn't know of any other development which met that standard. Mayor Moore stated the question was of what the UDO required. Leonard stated they did not meet that requirement. Mayor Moore asked if there were any further questions from the Council. There were none.

Attorney Andrew Petesch addressed the engineer regarding the eight findings of fact. There was discussion about architectural standards being offered as a condition of approval. Leonard agreed. There was further discussion regarding the pump station and mitigation of odor. Petesch asked what would happen in the event of a power outage. Leonard stated a stand-by generator would come on at that point, and the station would thereby continue to operate. Petesch stated that generator is located near a body of water subject to flooding, Leonard agreed. Petesch asked the applicant if he thought a 60-foot Townhouse development was a good transition for the neighborhood. Leonard stated it was a transition. There was further discussion about the two locations of the playgrounds on the proposed site plans, as to whether to place it near the entrances off a busy street. The developer offered to relocate the playground to the central part of the development as a condition of the approval. There was further discussion between Petesch and Leonard regarding the layout of the proposed dwellings and fencing of the area. There was also discussion as to whether the proposed storm water retention pond is designed to NCDEQ and Town requirements. Leonard stated they have done preliminary planning to address water quantity and quality of water storage are met for the one-year, two-year and ten-year event to be assured to meet and exceed the minimum standards set by state and local government. Petesch questioned if there was excess storm water flow, where would the excess water runoff. Leonard stated Holt Lake.

Attorney Petesch asked if DOT had been contacted regarding the traffic. Leonard stated he did not know what traffic cycle or schedule of accidents would prompt a study. Petesch asked about the planting requirements for the type A plant buffer. The developer stated he was not clear, but each tree on the plan was represented as required. There was discussion regarding final plat approvals during which Leonard clarified that he understood there were multiple levels of approvals yet to be granted. He stated he was not aware that he needed to come back before the board for another quasi-judicial hearing regarding the preliminary plat approval, but that he would adhere to that requirement. Petesch asked the developer if he planned to clear cut the trees. Leonard stated that he would try to preserve as many trees as possible.

Petesch asked the developer to clarify the 35 versus 25-foot setbacks from the public streets for these properties. Leonard stated that the current plans proposed a 25-foot setback, however they could possibly submit new plans at a later date which adhered to the 35-foot setback. Attorney Petesch stated they could not because Townhomes are no longer permitted in a B-3 zoning district. Leonard concurred, and also stated his position was that 35-foot setbacks was not a requirement of the UDO, and he understands it the requirement is 25-feet.

Councilman Sloan Stevens asked of Planning Director Stephen Wensman and Developer Brian Leonard whether there are any setback requirements for storm water relevant to lots and houses. Wensman stated there has to be a place to clean it out as well as a place for access and a place to put waste. Stevens referenced the map provided to the Board, and asked what was the distance between the back patio and the storm water pond. Leonard stated it was about 15 feet. Stevens expressed concern that children could be in close proximity to the stormwater pond posing danger. Leonard stated they would put a fence up around the pond. Mayor Moore pointed out that there was no fence proposed on the current plan.

There was discussion regarding the proposed pump station, and the Town may ultimately be responsible for maintenance. The Mayor also expressed concern about the generator for the pump station being very loud, reflecting upon how the power supply, which is not Town power, is frequently interrupted in that area. There

was further discussion regarding the life of the generator and the location of the manhole cover near Quail Run or the intersection of Country Club Rd. The Mayor was also concerned with the logistics of pumping sewer uphill to an already aging sewer system and back down to the gravity fed line.

Attorney Burrell listed other uses that could be built on the property that would be in compliance with the UDO, stating the builder intended to build the least intrusive and most harmonious development contrary to other uses permitted by the UDO. Attorney Burrell stated they submit that they have met the findings of fact and they recommended approval of the special use permit based on those conditions.

Attorney Petesch went through the findings of fact once more. He stated he did respectfully object to staff's opinion in the staff report, stating staff's findings were conclusory and not based upon fact. Petesch pointed out that staff found certain staff findings conflicted with the UDO.

Attorney Petesch re-called the appraiser, James Lucas, to testify. Reiterating his market analysis, Lucas explained that he felt the proposed development was not in harmony with the immediate community due to its density. Lucas stated his analysis showed there was a five percent loss in property value because the properties were not harmonious with the current neighborhood. He further stated that they would not be before the Board if it were only a few single-family homes proposed, rather than the sixty townhomes.

Lucas was allowed to be dismissed from the public hearing after his testimony reiterating the market analysis.

Petesch also called on his fellow attorney Joseph Starling, who tendered as an expert witness, Mr. Jim Spangler an environmental consultant to speak regarding the environmental impacts of the development.

Jim Spangler of Raleigh, NC cited his educational background and experience in environmental consulting and land use development in the Carolinas. Spangler prepared an affidavit for the Council that was presented as evidence in the Opposition Hearing Notebook. He stated the Board could not reasonably conclude the findings of fact as they pertained to the issue of odor control. He also cited adverse effects on adjoining private properties in areas of water quality of Holt Lake Pond, sediment build up and lighting from the new development, which may be a nuisance. Spangler cited other violations related to outdated maps, and buffer requirements not being clearly defined, and wetland delineation not defined, nor verified by the US Army Corp of Engineers. He further noted the site plan is subject to change, stating the project as proposed may not be permitted under federal law. He further noted other negative impacts with traffic congestion and noise from the development. He noted the grading plan for the storm water plan was not clear. Spangler noted discrepancies in the site plan and in the narrative. He further noted that it was not clear whether the development would use consistent materials as neighboring developments, citing materials were not clearly defined in the proposal. Spangler stated the plan does not specify what is being built, but that the Board is being asked to blindly approve it. He also referenced grading with respect to downstream impacts not being clearly defined as well. Spangler stated for all these reasons, it is his belief that the application is deficient, and the Board cannot approve the Special Use Permit, based on the information that is included in the Special Use Permit application.

Mayor Moore asked the Board if there were any questions.

Councilman Sloan Stevens asked Spangler to clarify ownership of Holt Lake as an entity being negatively impacted by this development. Spangler stated yes, the lakebed itself was an asset owned by Holt Lake, LLC.

Mayor Moore received clarification from the Spangler regarding his findings for the development, thereby requesting denial based on the development being a danger to public safety due to no traffic study, drainage issues due to storm water plan not defined, the proposed use being noxious, with regard to noise and odor due to no information in the application regarding odor control nor a traffic study, and also due to no adequate measures for ingress and egress to minimize traffic congestion inconclusive, again discoverable through a traffic study. Mayor Moore further referenced adverse impacts as it relates to the asset of Holt Lake as laid out by the consultant.

Mayor Moore asked for closing arguments for this public hearing.

Attorney Burrell stated that his application was about use, and whether that use met the finding of fact. He stated the developer understood that they do need to come back before the Board for final approval on preliminary things and are willing to do that. He proposed that the finding of fact were all met, and stated he recommended approval for the special use permit.

Attorney Andrew Petesch presented his closing argument stating that this application was not about use, but

about a special use. He stated that while he agreed that in a Special Use Permit, not everything was initially laid out in concrete. He emphasized that a lot more than what was presented to the Board needs to be in concrete as such is the nature of special use permits. He stated he felt the developer proposed too many minimums to address the standards required for the development.

Petesch laid out his clients' objections to the finding of fact, restating them as being concerns with finding one, detrimental to public health due to proximity of Townhomes near the drainage pond, finding four, noxious odor due to no odor controls being proposed with the development; finding of fact five, regarding ingress and egress, that there was no expert testimony presented, nor traffic study presented, only hearsay evidence. Also finding six, adverse impact of adjoining property, referencing Ms. Kenny's testimony, Mr. Lucas' testimony regarding property values, and Mr. Spangler's testimony with respect to grading and fill of the lot and retaining walls which may raise flood elevations for adjoining lots, as well as the potential to lower the value of lakebed property belonging to Holt Lake, LLC. Petesch also referenced the high level of nutrients that will flow into Holt Lake from the storm water pond from development which could negatively impact that body of water. He further stated Mr. Lucas testified that the units would not be in harmony with the adjacent properties.

Petsch also noted that the Town's Comprehensive Land Development Plan outlines requirements for interconnectivity and pedestrian facilities, but they were not located in the proposed development where they made sense. Petesch stated the development did not concur with many standards and was missing conditions as necessary in the UDO. Petesch reiterated that during this prima facia hearing if one finding of fact was disproved, that the request should be denied. He noted that there were several findings disproven by expert testimony that have not been rebutted by the applicant that prove that the standards cannot be met. He stated for these reasons he respectfully requested that the Town Council deny the special use application request.

Mayor Moore asked if there were any further questions from the Board.

> Councilman Sloan Stevens made a motion, seconded by Councilman John Dunn to close the public hearing. Unanimously approved.

The Board reviewed each finding of fact individually as offered by staff below.

> *4.9.4.5.1. The establishment, maintenance, or operation of the special use will not be detrimental to or endanger the public health, safety, or general welfare.* **Councilman Barbour made a motion, seconded by Mayor Pro Tem Roger Wood to deny finding of fact one, due to the development containing a storm water pond within twenty feet of the units, which could pose a hazard to children. Unanimously approved.**
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> *4.9.4.5.2. 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.* **Councilman Sloan Stevens made a motion, seconded by Mayor Pro Tem Roger Wood to approve finding of fact number two, that the Town homes are a permitted use for the property. Unanimously approved.**
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> *4.9.4.5.3. Adequate utilities, drainage, parking, or necessary facilities have been or are being provided.* **Councilman Barbour made a motion, seconded by Councilman John Dunn to approve finding of fact three, that adequate facilities are being provided. Unanimous.**
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> *4.9.4.5.4. The proposed use shall not be noxious or offensive by reason of vibration, noise, odor, dust, smoke, or gas.* **Councilman Barbour made a motion, seconded by Councilman John Dunn to reject finding of fact four due to the noise and odor. Unanimous.**
>
> *4.9.4.5.5. Adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.* **Councilman David Barbour made a motion, seconded by Councilman John Dunn to approve finding of fact number five, stating it meets the Town standards. Unanimous.**

4.9.4.5.6. That the use will not adversely affect the use or any physical attribute of adjoining or abutting property. **Councilman John Dunn made a motion seconded by Councilman Rabil to reject finding of fact six due to expert appraiser testimony of the five percent loss in value to adjoining properties. Unanimous**.

4.9.4.5.7. That the location and character of the use, if developed according to the plan as submitted and approved, will be in harmony with the area in which it is to be located. **Councilman Sloan Stevens made a motion seconded by Councilman Steve Rabil to reject finding of fact number six due to expert testimony that the development would not be harmonious to the existing neighborhood. Unanimous.**

4.9.4.5.8. The special use shall, in all other respects, conform to all the applicable regulations of the district in which it is located. **Mayor Pro Tem Roger Wood made a motion, seconded by Councilman David Barbour to reject finding of fact number eight. Unanimous.**

Councilman David Barbour made a motion, seconded by Councilman John Dunn to reject Special Use Permit request SUP-24-03 for Country Club Townhomes based on the denials of the findings of fact as reviewed by the Board. Unanimously approved.

Mayor Pro Tem Roger Wood made a motion, seconded by Councilman John Dunn to recess for ten minutes at 10:28 pm.

The Board reconvened at 10:38 pm.

Councilman Marlon Lee left the meeting unexcused at 10:28 pm. Thereby not being excused, his vote counts as a vote in the affirmative.

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2. **Special Use Permit Request - Stadler Station Apartments (SUP-24-05):** Brown Investment Properties is requesting a special use permit for Stadler Station, a 168-unit residential apartment project on 13.17 acres of land in the B-3 Highway Entranceway Zoning District. The proposed development is located at the intersection of Peedin Road and Components Drive with the Johnston County Tax ID# 15074012E.

Town Clerk Elaine Andrews administered affirmations to those wishing to offer testimony during the Public Hearing

Councilman John Dunn made a motion, seconded Councilman Steve Rabil to open the public hearing. Unanimously approved.

Planning Director Stephen Wensman stated Brown Investment properties was requesting a new development at the corner of Computer and Components Drive. He stated when this project was proposed, residential developments were allowed in the B-3 zoning district. He stated the developers are extending Components Drive to the North to provide for a second entrance into the complex. Wensman referenced the club amenity features and where trash receptacles would be located. He showed an illustrated plan that showed buffers which showed general compliance with the UDO. He stated the perimeter setback was forty feet in accordance with standards, and the front yard setback was fifty feet from the Peedin Road public right of way, with a forty-foot separation between buildings. Wensman stated the site plan provides an area to the north of the site for a storm water facility. Water, sewer and electricity would be provided by the Town of Smithfield. Wenman stated that staff did not see the need for a traffic impact analysis because staff has demonstrated that one was not necessary.

Mr. Wensman reviewed staff's opinion of the findings, stating they have all been met and are as follows:

4.9.4.5.1. The establishment, maintenance, or operation of the special use will not be detrimental to or

endanger the public health, safety, or general welfare. ***The project will not be detrimental to or endanger the public health, safety or general welfare. The development will adhere to all Town requirements.***

4.9.4.5.2. 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 project will not impede the normal and orderly development and improvement of the surrounding properties. Most of the adjacent industrial properties are low intensity industrial/office uses. Several undeveloped light industrial parcels remain to be developed, but there is nothing to suggest the development would hinder future development of the area. The site is well buffered by vegetation.***

4.9.4.5.3. Adequate utilities, drainage, parking, or necessary facilities have been or are being provided. ***The development will provide adequate utilities, drainage, parking and necessary facilities. Components Drive will be extended to provide a secondary entrance.***

4.9.4.5.4. The proposed use shall not be noxious or offensive by reason of vibration, noise, odor, dust, smoke, or gas. ***The use will not create such nuisances.***

4.9.4.5.5. Adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets. ***Proper ingress and egress will be provided with an extension of Components Drive. NCDOT is not requesting any improvements to their infrastructure with this development.***

4.9.4.5.6. That the use will not adversely affect the use or any physical attribute of adjoining or abutting property. ***The use will have no adverse impacts on the abutting or adjoining properties. The site will have required buffers and setbacks and there is adequate existing vegetation that will contribute to the buffer.***

4.9.4.5.7. That the location and character of the use, if developed according to the plan as submitted and approved, will be in harmony with the area in which it is to be located. ***The development will be in harmony with the area. The development is well buffered from the adjacent industrial sites and located adjacent to commercial development which will be a likely destination for tenants.***

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

Planning Staff recommends approval of SUP-24-01 with the following conditions:

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-24-05*** *with the following condition(s):*

1. *That the parking lot entrances be constructed in accordance with the Town's standard driveway detail.*

Planning Director Stephen Wensman has incorporated his entire record and provided it to the Council in written form in the November 19, 2024 agenda packet.

Mayor Andy Moore asked if there were any questions from the Council.

Mayor Pro Tem Roger Wood asked whether the Town could still impose a traffic study given the volume of trips per day. Wensman stated the Town Engineer reviewed it and found that there was no need for a traffic study.

Councilman David Barbour asked what is DOT's trip minimum. Wensman stated three thousand trips per day.

Councilman Roger Wood asked about the Town having no architectural standards for commercial, stating the Town should explore that in the future.

Councilman David Barbour asked what was the target group for these apartments. Wensman stated he would defer that question to the developer, who was present.

Councilman Sloan Stevens asked if the buffers were all Class A standards. Wensman answered yes.

Councilman David Barbour asked how this development impacted the planned road that would eventually come through that area. Wensman stated that proposed road was removed from the Comprehensive Growth Plan about one year ago.

Mayor Andy Moore asked if there were any further questions from staff. There were none.

The applicant, Steve Todd of Brown Investment Company, Raleigh, NC spoke on behalf of the development. Mayor Andy Moore asked Todd if he agreed with the testimony as presented by the Planning Director. The applicant stated he did agree. He restated the highlights of the project as presented by the Planning Director, also adding information regarding proposed open space. He asked the Board if they had any questions about the proposed site plan development. There were none, so the developer moved forward with the finding of fact criteria for a Special Use Permit.

> *4.9.4.5.1. The establishment, maintenance, or operation of the special use will not be detrimental to or endanger the public health, safety, or general welfare.* ***Todd stated there were no issues with this development that would raise concern for public health and safety. He further stated that the roads in the project are service level roads with a low volume of traffic compared to what NCDOT says that they can handle. He also stated a low-level study was completed by an expert at Davenport Engineering showed little impact on traffic. He provided the Board with a handout of the study, which was introduced as evidence, which showed no traffic improvements were recommended.***
>
> *4.9.4.5.2. 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.* ***Todd stated the proposed development and land use would neither impede nor impact surrounding development.***
>
> *4.9.4.5.3. Adequate utilities, drainage, parking, or necessary facilities have been or are being provided.* ***Todd stated utilities in this project would be provided by the Town. He further noted that storm water facilities would be addressed and will come back before the Town Council for approval, but that he saw no issues. He stated they are anticipating a storm water pond for the project, which will be added as part of the construction drawings.***
>
> *4.9.4.5.4. The proposed use shall not be noxious or offensive by reason of vibration, noise, odor, dust, smoke, or gas.* ***Todd stated that trash collection and storm water would be addressed in the plans. He stated they did not anticipate any storm water spill over that would disrupt the adjacent uses.***
>
> *4.9.4.5.5. Adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.* ***Todd noted that two entryways to the development are being proposed, therefore there is no impact on ingress and egress. He referenced the handout from Davenport experts which detailed that no traffic improvements were required.***
>
> Councilman David Barbour asked to be excused from the meeting at 11:06 pm. Mayor Pro Tem Roger Wood made a motion, seconded by Councilman John Dunn to excuse Councilman Barbour. Unanimously approved.

There being a quorum of Board members present; the petitioner continued his review of the finding of fact was continued.

The petitioner, Steve Todd, introduced the Public Engineer Dionne C. Brown of Davenport Engineering firm to speak on behalf of the traffic analysis that was completed for the project. Ms. Brown stated her credentials for the Board, and explained the report she created. She stated that in coordination with DOT, it was found that traffic for the proposed project did not meet the DOT minimum of three thousand trips per day. She stated the firm further did an analysis of Component and Outlet Center Drive, which included a count of trips per day during peak hour from 7am to 9am, and also from 4pm to 6pm. Brown stated that based on their calculations that it was her professional opinion that no additional turn lanes nor any other improvements were recommended, and the roads will be able to accommodate the traffic from the proposed development.

4.9.4.5.6. That the use will not adversely affect the use or any physical attribute of adjoining or abutting property. ***The applicant, Steve Todd, presented an expert to prove that the development posed no adverse impact to adjoining properties;***

Property Impact Reports were distributed to the Board, and introduced as evidence for reference. The developer brought forth a representative from IRR appraisal company, Andy Cable, appraiser, to explain the report. Mr. Cable stated that he worked for Integra Realty Resources of Raleigh, NC. He stated his credentials for the Board, noting that he was a commercial real estate appraiser for Eastern NC. Cable prepared the report, which noted the impact of rents for comparison properties located near a multifamily development. He further stated that his findings were that such rents for industrial, retail and office properties were not impacted by a neighboring multifamily development and did not cause a detriment in value. He asked if there were any questions from the Board.

Councilman Sloan Stevens asked from where did the appraiser acquire the data. Cable stated the data was from Orange, Durham, Wake and Johnston Counties.

Mayor Moore asked if there were any further questions for the appraiser. There were none. The applicant, Steve Todd added that in addition there would be setbacks in compliance with the UDO that would also ensure that there be no adverse impacts, and there are no encroachments.

4.9.4.5.7. That the location and character of the use, if developed according to the plan as submitted and approved, will be in harmony with the area in which it is to be located. ***Todd stated different uses can exist harmoniously, and he believed this use does as the development will give residents a place to live, work and shop.***

4.9.4.5.8. The special use shall, in all other respects, conform to all the applicable regulations of the district in which it is located. ***Todd stated the site plan provided complies in all respects to the UDO, and will continue to do so.***

Councilman Sloan Stevens asked about the timeline for the project. Todd stated he believed it would be at least a year before they broke ground.

Planning Director Stephen Wensman pointed out that Special Use Permits are good for six months, and if need be, the applicant would need to ask for an extension.

Mayor Moore asked if there was anyone present who wished to speak in opposition to the project. The applicant stated that he was not aware of anyone who opposed the development. There were none. Mayor Moore asked if there were any further questions from the Board. Councilman Sloan Stevens asked the question of target market for the occupants inquired earlier by Councilman Barbour. Todd stated that this was not a kid-focused apartment, but one for multifamily use with rents at market rate.

Mayor Andy Moore asked if there would be a lift station. The applicant stated no, there would be normal tie-ins. Councilman Stevens asked what the current sewer capacity was in that area. Planning Director Wensman stated they are still waiting for the lines to be completed. Town Manager Scott stated there is capacity in the area, that they are just waiting for the lines to be freed up. Public Utilities Director, Ted Credle spoke in regards to the sewer capacity in the area, stating that in quarter one or two of 2025, there will be adequate capacity to support the project. Credle further stated that if by chance there is no capacity by the time the project gets underway, the County will put the project in the que on hold until it is available.

Mayor Moore asked if there were any further questions from the Board. There were none.

Mayor Pro Tem Roger Wood made a motion, seconded by Councilman Steve Rabil to close the public hearing. Unanimously approved.

Councilman John Dunn made a motion, seconded by Mayor Pro Tem Roger Wood to approve that the applicant meets all the finding of facts one through eight. Unanimously approved.

Councilman Sloan Stevens made a motion, seconded by Councilman John Dunn to approve SUP-24-05 based on one condition: *That the parking lot entrances be constructed in accordance with the Town's standard driveway detail.* Unanimously approved.

3. **<u>Special Use Permit Request – Heritage Townes at Waddell (SUP-24-02)</u>:** Samuel O'Brien (Shovel Ready Johnson, Inc) is requesting a special use permit for Heritage Townes at Waddell, a 17-unit Townhouse development on 1.88 acres of land in the R-8 Zoning District. The proposed development is located 19 and 21 Waddell Drive, approximately 460 feet north of the Brightleaf Boulevard and Waddell Drive intersection, and further identified by the Johnston County Tax ID#s 15005023, 15005022, 15005022A

Town Clerk Elaine Andrews administered affirmations to those wishing to offer testimony during the Public Hearing.

Councilman John Dunn made a motion, seconded by Councilman Steve Rabil to open the public hearing. Unanimous.

Planning Director Stephen Wensman stated the property is zoned R-8 and multi-family land use is a special use in the zoning district. He stated The property considered for approval is comprised of 3-detached single family residential lots. There is an existing home and shed that will be removed by this project. An existing 3' high metal/barbed wire fence runs along the east property line. An existing 20' wide sanitary sewer easement runs north-west from Waddell Drive toward rear of the lot towards the Nursing Home on Berkshire Drive. Waddell Drive is an 18'-wide road with drainage ditches on the sides without sidewalks. Waddell at N. Brightleaf Blvd. is unsignalized. Multi-family residential is a special use with supplemental standards in the R-8 Zoning District according to Article 6, Table 6.6 of the Unified Development Ordinance. Wensman stated that the supplementary standards for multi-family are found in UDO Article 7, Section 7.35. Comprehensive Plan/Density. The Town Plan guides this property for medium density residential with a maximum density of 9.68 units per acre. This proposal will have a density of 9.44 units per acre. There are 3-Townhouse buildings proposed (3-unit, 6-unit and 8-unit each). The Townhome development is being designed to have a central driveway leading to the rear of the units (parking courtyard). Each unit will have a 2-car garage. In the parking area is a landscape island with 7 overflow parking spaces and a kiosk mailbox. The fronts of the Townhouses face outward towards the sides and rear lot lines. Each unit will have a front yard area linked to a shared sidewalk that encircles the buildings. A monument sign is shown on the site plan. The location meets the required setbacks. The amount of traffic generated by this development is below the threshold for a traffic study. Waddell Drive is a substandard road (18' with drainage ditches) and neither intersection onto Brightleaf Boulevard have traffic signals. No upgrades to Waddell Drive are proposed. Wensman stated that staff recommends approval based on the finding of fact for a special use permit with five conditions:

RECOMMENDATION TO TOWN COUNCIL:

Planning Staff recommends approval of SUP-24-02 with the following conditions:

1. *That the driveway be constructed in accordance with the Town's driveway apron detail.*
2. *That the existing sanitary sewer line and easement be relocated with the approval of the Town's Public Utilities Director.*
3. *That rollout trash containers be screened from the public right of way or stored within the garages.*
4. *That the developer constructs a 5' wide public sidewalk in the public right of way, or in an easement for the sidewalk along the right of way.*
5. *There shall be a homeowner's association to own and maintain all common amenities such as the parking lot, sidewalks, landscaping, mail kiosk, and stormwater management facility.*

Mayor Andy Moore asked for clarification for where the sidewalks extended. Wensman clarified that sidewalks do not extend so that they can be connected on with adjacent properties, and that the sidewalks stop just short of that line. That they go internally and around the site.

The applicant Sam O'Brien of Raleigh introduced himself then referred questions to his project manager Dan Danvers. Mr. Danvers stated he was a project manager with Bohler Engineering in Raleigh. Danvers cited his experience as a landscape architect. He stated that they concur with the findings of fact and agree to the conditions of approval as stated by staff:

FINDING OF FACT (Staff Opinion)

4.9.4.5.1. The establishment, maintenance, or operation of the special use will not be detrimental to or

endanger the public health, safety, or general welfare. ***The project will not be detrimental to or endanger the public health, safety or general welfare. The development will adhere to all Town requirements.***

4.9.4.5.2. 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 project will not impede the normal and orderly development and improvement of the surrounding properties. The neighborhood is fully developed with only redevelopment occurring, this Townhouse project and commercial development along Brightleaf Boulevard. This development will potentially provide new customers in walking distance to the Brightleaf commercial establishments.***

4.9.4.5.3. Adequate utilities, drainage, parking, or necessary facilities have been or are being provided. ***The development will provide adequate utilities, drainage, parking and necessary facilities. For this project to proceed, an existing sanitary sewer line and easement will need to be relocated.***

4.9.4.5.4. The proposed use shall not be noxious or offensive by reason of vibration, noise, odor, dust, smoke, or gas. ***The use will not create such nuisances.***

4.9.4.5.5. Adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets. ***Proper ingress and egress will be provided with a single driveway onto Waddell Drive. The developer will likely install a stop sign at the exit lane to Waddell Drive.***

4.9.4.5.6. That the use will not adversely affect the use or any physical attribute of adjoining or abutting property. ***The use will have no adverse impacts on the abutting or adjoining properties. The adjacent properties are residential. The design of the proposed buildings will be complementary to the mostly single-story homes surrounding with dormers that break up the scale of the buildings. Furthermore, the site will be well buffered along all property lines. The design of the home will be such that the front (good) side faces outward. All vehicular access is toward the center of the site.***

4.9.4.5.7. That the location and character of the use, if developed according to the plan as submitted and approved, will be in harmony with the area in which it is to be located. **The proposed Townhomes will be complementary and in harmony with the adjacent homes. The architectural style will blend well and dormers will break up the scale of the buildings. The buildings will be positions such that they will have minimal impact from the street.**

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

Mr. Danvers asked he Board for any questions regarding the project.

Councilman Steve Rabil asked the applicant if they had any visuals for projects that they have done in the area. Danvers stated not on hand.

Mayor Moore asked if what was being proposed was two-story units with two-car garages. Danvers stated that was correct.

Manager Mike Scott asked whether the Town's trash trucks would be traveling down the private road in this development. Wensman stated the Town could make conditions on approval that the Town not be held liable for damage for driving on the private driveway. There was further discussion among the Board with regards to facilitating trash pickup at the development. The developer Sam O'Brien stated that the Town would circle the private drive to pick up each container, illustrating on the plat map that the drive how the drive could accommodate the trash truck. He further mentioned that he is ok with the waiver with regard to the private drive.

Mayor Andy Moore addressed the issue of residents parking on the street, which would hinder the ability for ingress and egress. He asked without it being a public street, how would the Town regulate that, and do we have the authority to regulate it. Mayor Moore stated that it did not matter whether the street was public or private, that the citizens would call the Town with complaints.

Danvers stated the HOA could build in a clause to satisfy that mechanism to allow the police to police, or for the

HOA to handle it. Attorney Bob Spence added that it could be written in the HOA covenants that the development allows Smithfield Police to enforce parking on the private drive, and that the development would take care of maintenance. Mayor Andy Moore stated this issue spoke to finding of fact five, and that this was a concern.

Mayor Moore asked if these would be individual units for sale. Danvers stated this was the intent. Moore added that at that point the covenant could be given to the buyer so that they would be aware.

Mayor Moore asked if there were any further questions for the applicant. There were none. He asked if there was anyone else present who wished to speak on the matter.

Pam Lampe of 2nd St., Smithfield spoke regarding the project. She stated her concern was with Waddell Road, which is the road into the development. She stated she felt the road was substandard, and too small to allow two cars coming and going at the same point. She also stated that the increased density to the location by adding this development would likely pose a problem, but she was open to hear evidence to the contrary.

Danvers, the architect for the project, stated that the added units to the area did not trigger a traffic study. He further noted, that although Ms. Lampe had a good point, he did not see it as a feasible investment to widen the right of way. He stated that maybe in the future as new developments come improvement to the road would be necessary.

Councilman John Dunn asked how wide was the road. Planning Director Wensman answered 18 feet, where the standard road is 27 feet wide, and the DOT minimum is 20 feet wide. Councilman John Dunn suggested making it a one-way road. The developer Sam O'Brien agreed with and stated he liked the one-way road idea.

There was discussion among the Board regarding other future development near this site.

> Mayor Pro Tem made a motion, seconded by Councilman John Moore to close the public hearing. Unanimously approved.

Councilman John Dunn stated he felt that there could be a potential problem with traffic in the development that would need to be addressed. Architect, Dan Danvers asked if the Board could allow a traffic study as a condition of approval, so that they can move forward from a plan development standpoint on their timeline. Mayor Andy Moore suggested that the request be tabled for a later time to give staff and the developer more time to address the issue of the Waddell Dr., potentially not being wide enough a road to handle traffic leading into and away from the development. Attorney Bob Spence stated the Board was not asking for them to redesign the private drive in the proposed development, but to come back before the Board with better ideas on how Waddell Road can be safe.

There was general discussion among the Board regarding moving tabling this case, to December 17th.

> Councilman John Dunn made a motion seconded by Mayor Pro Tem Roger Wood to table the request (SUP-24-02) until the December 17, 2024 Town Council Meeting. Unanimously approved.
>
> Mayor Pro Tem Roger Wood made a motion, seconded by Councilman Sloan Stevens to table the final item on the agenda, Powell Tract request (S-24-05) to the December 3, 2024 Town Council Meeting. Unanimously approved.

CITIZEN'S COMMENTS:

There were no citizens comments.

CONSENT AGENDA:

> Councilman John Dunn made a motion, seconded by Mayor Pro Tem, Roger Wood, to approve the following items as listed on the Consent Agenda. Unanimously approved:

1. **Minutes**
   a. September 17, 2024 – Regular and Closed Session
   b. October 1, 2024 – Regular Session
   c. October 15, 2024 – Regular Session

2. **Resolution No. 758 (20-2024) and Grant Project Ordinance for the Town of Smithfield Spring Branch Drainage Repairs** – 2nd Street and 4th Street Project (Project #SRP-S-134-0013) (Finance Director – Andrew Harris)

3. **Resolution No. 757 (21-2024) and Grant Acceptance for the Town of Smithfield—**East Smithfield Water Main Project (#SRP-D-134-0037) (Finance Director – Andrew Harris)

BUSINESS ITEM:

1. **Request for funding for DSDC Software Program:** The DSDC is requesting funding for budgeting and accounting software.

Town manager Mike Scott stated DSDC is needing software to better manage events and make business more accountable. Manager Mike Scott stated the corporation needed a way to have an accurate accounting of managing events as well as vendor payments. Manager Scott asked that the Board allow them to use some of the Town's tourism money to pay for a contract with software company. Over a three-year period, the cost would be about $5,700.00. Manager Scott stated that he confirmed that this was a justifiable expense for marketing. Manager Scott itemized the cost for all three years separately.

Mayor Andy Moore asked how much money was in the tourism fund. Manager Scott stated almost a half million dollars.

Councilman Sloan Stevens made a motion, seconded by John Dunn to approve the DSDC request for funds using the tourism money. Unanimously approved.

made a motion, seconded by to adjourn the

ADJOURN

Councilman John Dunn made a motion, seconded by Councilman Steve Rabil, to adjourn the meeting until. The meeting adjourned at approximately 12:30 pm. Unanimously approved.

M. Andy Moore, Mayor

ATTEST:

Elaine Andrews, Town Clerk

The Smithfield Town Council met in regular session on Tuesday, December 3, 2024 at 7:00 p.m. in the Council Chambers of the Smithfield Town Hall, Mayor M. Andy Moore presided.

Councilmen Present:
Roger Wood, Mayor Pro-Tem
Sloan Stevens, District 2
Travis Scott, District 3
Stephen Rabil, At-Large

Councilmen Absent
Dr. David Barbour, District 4
John Dunn, At-Large
Marlon Lee, District 1

Administrative Staff Present
Michael Scott, Town Manager
Elaine Andrews, Town Clerk
Ted Credle, Public Utilities Director
Jeremey Daughtry, Fire Chief
Lawrence Davis, Public Works Director
Andrew Harris, Finance Director
Pete Hedrick, Chief of Police
Gary Johnson, Parks & Rec Director
Shannan Parrish, HR Director
Stephen Wensman, Planning Director

Also Present
Robert Spence, Jr., Town Attorney

Administrative Staff Absent

CALL TO ORDER
Mayor Moore called the meeting to order - 7:00 pm.

INVOCATION
The invocation was given by Councilman Travis Scott, followed by the Pledge of Allegiance.

APPROVAL OF AGENDA:

Councilman Travis Scott made a motion, Seconded by Mayor Pro-Tem Roger Wood to approve the agenda, amended as follows:

To remove from the Public Hearings 2. Subdivision Request Local 70 Interim Preliminary Plat-Smithfield Growth, LLC is requesting a preliminary subdivision of 86.64 acres of land in the Local 70 PUD Zoning District into 11 properties for land conveyance purposes. A subsequent subdivision will be submitted in the near future in conformance with the Local 70 PUD Plans. This is further identified by Johnston County Tax ID #14057011Y, 14057011Z and 14057011X.

Add to the consent agenda the amended minutes of November 12th as presented before the Council.

Unanimously approved.

Citizens Comments: None.

Consent Agenda:

Mayor Pro Tem Roger Wood made a motion, seconded by Councilman Travis Scott to approve the consent agenda with amendments. Unanimous.

1. **Approval of Meeting Minutes**

   a. **November 12, 2024 – Regular Session**
   b. **November 12, 2024 – Closed Session**

2. **Consideration and request for approval to promote Water Plant Operator II to Water Plant Operator III**

3. **Consideration and request for approval to promote Water Plant Operator I to Water Plant Operator II**
4. **Consideration and request for approval to promote Senior Customer Service Representative to Accounts Payable Technician**
5. **Consideration and request for approval to promote Customer Service Representative to Senior Customer Service Representative**
6. **Consideration and request for approval to promote one officer from Police Officer I to Police Officer II**
7. **Resolution No. 759 (20-2024) for CSX Grant Funds and Budget Amendment**

TOWN OF SMITHFIELD
RESOLUTION NO. 759 (20-2024)

WHEREAS, the Town of Smithfield has received a Directed Projects grant for the CSX Culvert Improvement Project (SRP-W-134-0090) from the 2023 Appropriations Act, Session Law 2023-134, administered through the Drinking Water Reserve and Wastewater Reserve to assist eligible units of government with meeting their wastewater infrastructure needs, and

WHEREAS, the North Carolina Department of Environmental Quality has offered 2023 Appropriations Act funding in the amount of $1,100,000 to perform work detailed in the submitted application, and

WHEREAS, the Town of Smithfield intends to perform said project in accordance with the agreed scope of work.

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

That the Town of Smithfield does hereby accept the 2023 Appropriations Act Directed Projects Grant offer of $1,100,000; and

That the Town of Smithfield does hereby give assurance to the North Carolina Department of Environmental Quality that any Conditions or Assurances contained in the Award Offer will be adhered to; and

That Michael L. Scott as Town Manager, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with this project; to make the assurances as contained above; and to execute such other documents as may be required by the Division of Water Infrastructure.

Adopted this the 3rd day of December, 2024 in Smithfield, North Carolina.

M. Andy Moore, Mayor

ATTEST:

Elaine S. Andrews, Town Clerk

AMENDMENT TO CSX CULVERT IMPROVEMENT GRANT PROJECT BUDGET ORDINANCE

TOWN OF SMITHFIELD

BE IT ORDAINED by the Town Council of the Town of Smithfield, North Carolina, that the following amendment is made to the CSX Culvert Improvement Grant Project budget ordinance for the fiscal year ending June 30, 2025:

Section 1: To amend the General Fund Capital Project Fund, the appropriations and estimated revenues are to be changed as follows:

See Attachment A

The finance office has recognized that the NCSOBM has increased the budget $150,000 for the CSX Culvert Improvement Grant Project.

Section 3: Copies of the budget amendment shall be furnished to the Clerk of the Town Council, and to the Budget Officer and the Finance Officer for their direction.

Adopted this 3rd day of December 2024 by the Smithfield Town Council.

M. Andy Moore, Mayor

ATTEST:

Elaine S. Andrews, Town Clerk

Attachment A

Acct #	Description	Decrease	Increase
Revenues:			
46-40-3800-3800-0000	State Grant CSX		150,000
Expenditures:			
46-40-5900-5700-7400	CSX Culvert Improvement		150,000
Check:		**Decrease**	**Increase**
Revenues		-	150,000
Expenditures		-	150,000
Totals		-	-
Check Figure			-

8. New Hire Report

No new employees were hired from 11/12/24 to the present.

Current Vacancies:

Position	Department	Budget Line
Asst. Aquatics Supervisor	P&R – Aquatics	10-60-6220-5100-0200
Police Officers (6 positions)	Police	10-20-5100-5100-0200
Water Plant Operator	PU – Water Plant	30-71-7200-5100-0200
Utility Line Mechanic	PU-Water/Sewer	30-71-7220-5100-0200
Electric Superintendent	PU – Electric	31-72-7230-5100-0200

Business Items:

1. **Consideration and request for approval to adopt the 2025 Town Council regular Meeting Schedule:**

January 7th and 21st
February 4th and 18th
March 4th and 18th
April 1st and 15th
May 6th and 20th
June 3rd and 17th
July 1st and 15th
August 5th and 19th
September 2nd and 16th
October 7th and 21st
November 18th
December 2nd and 16th

Councilman Travis Scott addressed the Board regarding the 7:00 pm meeting times, inquiring if the Council could meet at an earlier hour, to possibly prevent late sessions. Mayor Andy Moore stated that may be difficult for him and maybe others who work out of town. Mayor Moore stated that he does examine the agenda and will occasionally move around or pull items to have efficient and timely meetings, however it is not always possible to avoid late meetings. The Board had discussion regarding the November 2025 meeting, noting that election day was the first Tuesday in November. The Board agreed to have one meeting

in November on the 18th. Mayor Andy Moore added that the thought process behind having the second meeting was that they be held as needed, and cancelled if not necessary.

Mayor Pro Tem Roger Wood made a motion, seconded by Councilman Steve Rabil to approve the 2025 Town Council meeting schedule as presented with the one meeting date in November on the 18th, with starting times being at 7:00 pm, and with the option to cancel the second meeting as necessary. Unanimous.

2. **Traffic Study – Highway 210**

Planning Director Stephen Wensman, with Parks and Recreation Director, Gary Johnson addressed the Council. Their request is for Council to review and approve a contract for services with McAdams for a traffic impact analysis and intersection design for NC 210 Park. The park is a 20-acre property in the flood plain off NC 210. Wensman pointed out that an existing access main entrance being utilized, which connects the park to NC 210 is out of alignment with the easement and may cause consternation with NC DOT. He stated staff completed the Request for Qualifications (RFQ), and McAdam's team came in as the low bidder, with the better knowledge and understanding of the Town's needs. The Planning Director outlined costs associated with the project, stating they were appropriate and agreed upon by Bill the Town Engineer. The analysis does not include:

- Construction administration – anticipated $3,000
- Agreement with NCDOT for the signal – anticipated $6,000
- Signalized intersection construction
- Entrance driveway
- Park construction

Wensman stated that if a signal installation is required, the cost could range from $200,000 to $275,000 or more. Additional expenses may be incurred for fiber optic communication, depending on its location. The project is scheduled to be completed by next July. The Planning Director then requested approval to enter into a contract with McAdams.

Mayor Pro Tem Roger Wood asked for clarification on the statement of qualifications. Parks & Recreation Director, Gary Johnson clarified that they select the most qualified firm who gives them the proposal for the job. Councilman Scott asked for clarification for the shared entrance access between the commercial owners of the property and the park. Wensman stated that will be part of the review of this process as to how the two entities can co-exist with DOT's approval.

Councilman Travis Scott asked the Town Manager what budget this contract would come from and if it was approved funding. Manager Mike Scott stated we have $220,000 set aside for construction plans. Councilman Travis Scott asked if the Town had to construct the traffic signal at the $300,000 cost, how would that be funded. Manager Scott said that would not come from this budget but would have to be discussed in the upcoming budget process. He further stated the property to the North, if developed would need the traffic signal and should share its cost, so the whole burden would not fall on the Town.

Mayor Pro-Tem Roger Wood made a motion, seconded by Councilman Travis Scott to approve the request for contract for the traffic study. Unanimous.

PUBLIC HEARINGS:

1. ***Conditional Zoning Request (CZ-24-08) Village on the Neuse:*** *To review the application to to rezone 2 parcels of land (34.28 acres and 7.98 acres) from R-20A (Residential/Agriculture) to R-8 Conditional (Single, Two, and Multi-family Residential Conditional) with a master plan for 117 lot detached single-family subdivision. This is further identified by Johnston County Tax ID # 14001001 and 14075011A.*

Mayor Pro Tem Roger Wood made a motion, seconded by Councilman Steve Rabil to open the public hearing. Unanimously approved.

Planning Director Stephen Wensman explained that the property in question is located south of Smithfield Middle School and north of the Holland Drive development. It is located just above Holland Drive and Everett

Lane. He noted that Everett Lane is actually a private driveway on middle school property, serving homes behind Smithfield Middle. No changes are proposed for the driveway. The property backs up to the Neuse River. A survey of the site and the proposed plat was presented to the Board for review. Wensman stated that the development consists of 8000 square foot lots, initially proposed as straight R8 zoning. At the Planning Board's request, it was changed to conditional zoning to ensure single-family homes. No deviations from UDO are requested, and all rules and regulations will be followed. The site is within the Smithfield utility district, is planned for detached single-family residential homes, and it's location makes it part of the town. The comprehensive plan guides this area for medium-density residential, making the proposed rezoning appropriate. He stated the development meets all UDO standards. The project is limited by Neuse River riparian buffers and flood plain regulations. It will have Buffalo Road frontage, connect to Holland Drive, use town utilities and is compatible with surrounding land uses. Wensman stated that staff finds the proposed development consistent with the comprehensive plan. Wensman stated that he is recommending approval with no conditions for approval, except that a traffic study be done prior to the preliminary plat application, which he understands they are working on currently.

Wensman outlined Staff's opinion with the following consistency statement:

CONSISTENCY STATEMENT (Staff Opinion):

With approval of the rezoning, the Planning Board/Town Council is required to adopt a statement describing whether the action is consistent with adopted comprehensive plan and other applicable adopted plans and that the action is reasonable and in the public interest. Planning Staff considers the action to be consistent and reasonable:

- ***Consistency with the Comprehensive Growth Management Plan -****The map amendment is consistent with the comprehensive growth management plan.*

- ***Consistency with the Unified Development Code (UDO) –*** *the site will be developed in accordance with the UDO.*

- ***Compatibility with Surrounding Land Uses –*** *the map amendment will be compatibility with surrounding land uses.*

Councilman Travis Scott clarified whether storm water. Wensman stated that would be required and added that since the developer intends to follow the UDO, we are protected by the code. Councilman Scott added staff needs to follow through to make sure the UDO is being followed properly with this an any development.

Councilman Sloan Stevens also questioned the storm water requirements as well as connections to the south of the development with a trail. He also wanted to make sure the same architectural standards were upheld with this development as upheld by the development beside it and across the street. Wensman stated that the developer has not asked for anything outside of the UDO, so he would defer to the Town attorney as to whether putting additional stipulations on the developer was appropriate at this early stage.

Town attorney Bob Spence asked the Planning Director if he knew what the neighboring development's architectural standards were. Wensman listed it had to have a level of brick or stone, with a quarter of the facade being brick or stone, at least one or two windows on the side wall and board-and-batten or other lap siding. There were other inquiries from the Board related to sidewalks, the walking trail and lot size, which will all be addressed by the UDO requirements as stated by Wensman.

Mayor Moore asked about the traffic study analysis. It was discussed that it would have to come back before the Council to address any improvements.

The Board also discussed making it a condition that the development consist of stick-built single-family homes only, and also setting architectural standard guidelines in place for the proposed development now, so the applicant would understand the Town's expectations up front.

The applicant, Eric Villeneuve spoke regarding the project. He stated their company specialized in single family home construction. He cited his intent to connect with developers of the Buffalo Ridge development, whose architectural standards were already approved by the Town and ones he was comfortable with.

Town Attorney Bob Spence stated that this could be negotiated now as a part of the conditional zoning

process, but not as part of any quasi-judicial hearing such as in a subdivision request. He asked the applicant if he was ok with a list of acceptable standards from the Board. Those standards were as those in line with the Buffalo Ridge development: no vinyl siding on the front of the house, homes must have a level of brick or stone, with a quarter of the facade being brick or stone, at least two or more windows on the side wall and board-and-batten or other lap siding.

Councilman Travis Scott asked the applicant if the house that part of the development area would be torn down. The applicant, Mr. Villeneuve answered yes. Councilman Scott stated he was concerned that house may be occupied and received the applicant's assurance that this would be addressed. Applicant Eric Villeneuve also added that he liked the Town's Riverwalk project and would be open to discussions for its future development.

Villeneuve further reiterated that there will be a traffic impact analysis study underway and will be presented to the Board. The Board discussed connections to Holland Drive, future stub outs, and traffic impacts for the development. Planning Director Stephen Wensman stated this could all be addressed during the preliminary plat plan review, which would call into question any issues.

Mayor Moore asked if there were any questions from Council. There were none.

Mayor Moore asked if there was anyone in attendance that wished to speak on the matter.

Resident Dan Simmons of 125 Everette Lane stated he was concerned about the storm water runoff and traffic the development would bring. He stated he wanted to see that the developers followed the development ordinance to the letter.

Mayor Andy Moore asked if it mattered in the UDO whether the storm water runoff was from a private drive. Wensman stated no, that UDO requirements were the same for public and private driveways.

Richard Butner of 106 Cobblestone Ct. stated he was concerned about the rapid development in our area. He also expressed concerns about the traffic study, which he noted was done during a holiday on November 12th in his area. He discussed the quality of life of neighborhoods with high density. He also encouraged the Council to keep the citizens' best interests at heart.

Mayor Pro Tem Roger Wood made a motion, seconded by Councilman Steve Rabil to close the public hearing. Unanimous.

Mayor Pro Tem Roger Wood made a motion, seconded by Councilman Sloan Stevens to approve the Conditional Zoning Map Amendment CZ-24-08 with the following conditions, that there be a traffic index study, that the development be comprised of single family homes only, and that the development have the same architectural standards as described which will match Buffalo Ridge, consistent with the Town of Smithfield's Comprehensive Growth Management Plan and other adopted plans, and that the amendment is reasonable with the public interest.

The motion carried three votes to two, with Mayor Andy Moore having the tie breaking vote in the affirmative along with Mayor Pro Tem Roger Wood and Sloan Stevens. Councilman Travis Scott and Councilman Steve Rabil voted against the conditional zoning request.

2. ***Subdivision Request (S-24-05) - Powell Tract:*** *Lanny Clifton (Lan Development, LLC) is requesting approval of a preliminary plat for an 18-lot single family subdivision on 11.1 acres. The proposed development is on Swift Creek Road approximately 2300 feet north of the Cleveland Road intersection. This property is further identified by the Johnston County Tax ID# 15I08014*

Town Clerk Elaine Andrews administered affirmations to those wishing to offer testimony during the Public Hearing.

Mayor Pro-Tem Roger Wood made a motion, seconded by Councilman Travis Scott, to open the public hearing. Unanimously approved.

Planning Director Stephen Wensman explained, the property is north of Cleveland Road on Swift Creek, near Camden Ranch. It's in the ETJ, requiring park dedication fees. Wilson's Mills Fire District will serve it. Plans include individual septic systems and Duke Energy power service. The preliminary plan outlines a cul-

de-sac development with a mail kiosk, sidewalk, and parking areas. All lots and street dimensions comply with town codes and UDO requirements. The cul-de-sac design meets the maximum allowable length and new engineering standards. Wensman stated that the development will use the DOT right-of-way and that there will be a traffic impact analysis required (TIA). He stated a DOT permit is needed to connect to Swift Creek Road, and that there were no turn lanes or improvements mandated by DOT.

Street connectivity is an issue, with opposition to northern connectivity due to limited development potential in the adjacent farm property and limited connectivity in the South. The developer and the Planning Board oppose northern connectivity due to wetlands and the adjacent farm owner's unwillingness to sell. Southern connectivity is also challenging due to existing single-family lots and a blue line stream. Given these constraints, staff is not requesting lateral connections, though this would require council approval to waive the code requirement.

Wensman added that the Town typically asks for sidewalks on frontage roads. However, new Senate Bill 166 limits the town's ability to require sidewalks on frontage roads without coordinating long-term maintenance with DOT. Given that the town is not equipped to maintain sidewalks on Swift Creek Road, staff's intent is to waive the usual requirement for frontage sidewalks for this subdivision. The town's code, which typically requires sidewalks, may need updating to align with this new legislation. He noted that the developer has proposed a sidewalk within the development. To ensure its long-term maintenance, an HOA or restrictive covenants would need to be established.

He further stated the parking for the mailbox kiosk is within the right-of-way, but the structure itself is outside, avoiding town maintenance issues.

Each lot must meet minimum requirements, including the previous 20,000 square foot minimum for septic systems, as this development predates the new 40,000 square foot requirement. The development is expected to be exempt from stormwater capture requirements, being below the 24% threshold. It must comply with all landscaping and buffering requirements.

A subdivision identification sign, not currently shown on the plat, will be located on the property or on an easement and will require a sign permit from the Town. He added that this is a single phased project, planned for 2025-2026.

Staff found it consistent with the comprehensive plan and UDO conditions, with adequate infrastructure and no detriment to neighboring properties. Five conditions of approval are proposed along with a recommended motion.

Mr. Wensman reviewed the staff's opinion of the findings, which was that the application technically met the four required findings for approval in the code.

FINDING OF FACT (STAFF OPINION):

To approve a preliminary plat, the Council shall make the following finding (staff's opinion in Bold/Italic):

1. *The plat is consistent with the adopted plans and policies of the town;* ***The plat is consistent with the adopted comprehensive plan.***
2. *The plat complies with all applicable requirements of this ordinance;* ***The plan complies with all applicable requirements of this ordinance with conditions.***
3. *There exists adequate infrastructure (transportation and utilities) to support the plat as proposed.* ***There is adequate infrastructure.***
4. *The plat will not be detrimental to the use or development of adjacent properties or other neighborhood uses.* ***The plat will not be detrimental to the use or development of adjacent properties or other neighborhood uses.***

Staff recommended approval of the Powell Tract preliminary plat, S-24-05, with the following conditions:

1. *That the subdivision approval be contingent on approval of the construction drawings and meeting all UDO requirements except with no lateral stub streets.*
2. *There shall be a homeowners' association or affirmative restrictive covenants to maintain the development common amenities such as street yard landscaping,*

mailbox kiosk and sidewalk.

3. *The public sidewalks be maintained by the HOA or property owners with affirmative restrictive covenants and approved by NCDOT.*
4. *That landscape plantings be provided in accordance with UDO Article 10, Section 10.13.1.8.2.*
5. *The required 15' wide street yard plantings along Swift Creek Road shall be within a 15' wide easement.*

Planning Director Stephen Wensman has incorporated his entire record and provided it to the Council in written form in the December 3, 2024 agenda packet.

Mayor Moore asked if there were any questions from Council.

Councilman Travis Scott asked for clarification for which lots to the South of the development would be developed as single-family lots. Wensman stated that this was his understanding. Councilman Travis Scott asked if there was any evidence that these lots would not be developed later. Wensman stated that that there were two different owners of the ten-acre lot, and they would have to coordinate to create a really big development, which would be difficult.

Councilman Travis Scott further inquired since the owners to the North came out in objection to the development, was there any objection from the people to the South of the development. Wensman stated that they were not at the meeting, but that the surveyor may know something about that. Wensman stated he checked the GIS and there were two different owners there, and not a name or corporation.

The applicant, Jonathan Barnes of Dalon Engineering and Associates spoke regarding the development project. He stated the proposed subdivision will be developed in one phase with 18 lots. It will include subdivision signage, paved streets with curb and gutter, and sidewalk on one side. A homeowner's association is planned to maintain the sidewalk and mailbox kiosk area.

Councilman Travis Scott asked the developer to address his question regarding the potential development South of the project. Mr. Barnes stated both parcels outlined to the South are to be developed as single-family lots due to the sales contract stipulating that only one septic system can be placed on each parcel. Councilman Scott asked for clarification of ownership to the North and South. Wensman stated that there were two different owners. Councilman Scott further inquired about connectivity roads. Wensman stated that they showed a connectivity road to the North, but never showed one to the South as they are single family home lots with nothing to connect to.

Councilman Travis Scott stated one are of major concern was traffic, if this was to become a subdivision later, connectivity would make sense, but as it stands it is on the record that it's not an issue and he asked that the Council remember that. Mayor Andy Moore asked if everything else was consistent with code. Stephen Wensman replied yes, everything else seems consistent, but that staff would make sure to address any issues when the construction drawings were presented.

Councilman Travis Scott asked if anything was being done about the traffic. Planning Director Stephen Wensman stated that DOT has indicated that there were no requirements made to this development, no turn lanes or anything. They stated they did not see that the road was busy enough or unsafe to require any additional changes.

Mayor Andy Moore asked the developer if he approved the facts as stated by Planning Director Stephen Wensman regarding the development. The developer, Jonathan Barnes stated that he agreement with the draft recommendations as presented.

Suzanne Coates of 4284 Swift Creek Road spoke regarding the development. Ms. Coates stated that she is local resident, who lives about half a mile from the proposed development area. She stated that while land development has been ongoing in the area for decades, being sought after from developers as far away as Washington State, this subdivision doesn't align with the current character of Swift Creek Road. Ms. Coates pointed out that existing homes in the vicinity typically have larger lot sizes and are often situated next to open fields or woods. She stated this contrasts with the smaller lot sizes in the proposed development. Ms. Coates expressed concern that the proposed development could erode the prized rural lifestyle of Johnston County. She noted that the area's small-town, rural character is a major appeal, even for newer residents

who moved to escape increased development elsewhere. Ms. Coates questioned the impact of 18 homes and septic systems on 11 acres, despite meeting county specifications. She raised concerns about potential health and environmental effects on residents, wildlife, and waterways. She expressed concerns about growth not being well thought out, stating that as an ETJ resident, she does not have a vote to elect officials who will be making those decisions.

Angie McClure of 4982 Swift Creek Road addressed the Board regarding the proposed project. Ms. McClure, a long-time resident, expressed concern about farmland loss to development and hopes for preservation of Smithfield's farming heritage. She plans to maintain her farm and questioned the developer's claim about DOT not requiring road improvements, noting lack of direct DOT confirmation in the report. Ms. McClure questioned the accuracy of traffic assessments due to the 210 Bridge closure, noting current traffic is abnormally low. She expressed concern about the cul-de-sac's proposed location on a dangerous curve near her property. Additionally, she mentioned increased air traffic from the expanded Johnson County Regional Airport, which is now audible from her home. She admonished not having a vote being in the Town's ETJ district. Mrs. McClure asked Planning Director Wensman to clarify his statement that the adjoining plots were sold to another individual, stating that she noticed the developer's name was the same on the deed. Mr. Wensman stated that he saw a different name on the contracts for sale. Councilman Travis Scott stated that there is a difference between contracts and a deed. Wensman concurred and stated that he did not know when it was set to close, but that there were contracts on both properties.

Mr. William Fred McClure Jr. of 4982 Swift Creek Road also spoke regarding the traffic on the curve near his house, which he states is dangerous. He states he believes the traffic analysis will not be accurate until the bridge is fixed.

Mayor Andy Moore wanted clarification from Town Attorney Bob Spence as to whether the Board needs to wait for a traffic study in this quasi-judicial process, or deal with the facts before them now. He stated that he truly understands the concerns of citizens, but stated the Town had to abide by the process and the facts.

Town Attorney Bob Spence reiterated that all subdivision requests are quasi-judicial hearings and require the Town follow the rules and statutes handed down from the legislature in Raleigh for subdivision requirements. Whereby he sees and understands the emotion related to town growth, the town must receive expert testimony from both sides of the issue that can be held up in court. He stated the landowner has a right to lawfully request the development of his tract of land based on the rules, and such request needs to be refuted by factual testimony from experts.

Councilman Travis Scott asked how many houses would generate a traffic study. Planning Director Stephen Wensman stated 800 trips per day, and that the proposed development is way below that threshold at 110 trips per day. Councilman Travis Scott said the Town needs to find out more about the owners of the tracts of land to the North. He stated that a contract does not necessarily mean a sale. He noted that the owner was the same on the deed, and if that owner decided to develop that large tract, it would prompt a traffic study. Wensman stated he saw the contracts, and that they appeared valid but there is potential that they may not get fully executed. Councilman Scott stated the developers are here to make money. Wensman understood, adding that it could be a condition of the Council that there be lateral connections. Councilman Scott wanted to state for the record that the two parcels outlined in red on the maps presented to the Board were not the only two pieces of land with potential to impact to the development. There was some discussion among the Board about adding stub outs for future development as a condition.

William Fred McClure Jr. spoke again regarding traffic. He asked the Board to check with the police department for accident reports if they wanted facts. He also requested clarification of the wetland areas on the map presented, which according to the Planning Director are not conducive for development.

Ms. Angie McClure addressed the Board again concerned about DOT enforcing eminent domain for her property. Councilman Travis Scott stated eminent domain does exist, and it would likely fall on Ms. McLure's side of the road as with other recent infrastructure installments. Ms. McLure asked when the lot size changed from what she thought was one acre to have a septic tank in a subdivision. Wensman stated the rule changed from 20,000 feet to 40,000 feet four weeks ago in concurrence with County guidelines, but that the applicant was grandfathered in by the old rule because he submitted his plans prior to rule change. Ms. McLure asked why it changed. Wensman stated that 20,000 was small for septic tank fields given the absorption rate generally of soil in Johnston County.

Mayor Moore asked if there were any further public comments. There were none. Mayor Moore asked if

there were any questions from Council, but there were none.

Councilman Wood made a motion, seconded by Councilman Steve Rabil to close the public hearing. Unanimously approved.

Councilman Travis Scott made a motion, seconded by Councilman Steve Rabil to deny the request.

Councilman Sloan Stevens asked if the Board needed to go through the findings one by one. Attorney Bob Spence stated that it would probably help on an appeal, but that it was the Board's choice. Mayor Andy Moore asked Town Attorney Bob Spence whether a review of the finding of facts was a requirement. Attorney Bob Spence stated it was not a requirement. Councilman Travis Scott stated he would let his motion stand as is to deny the application. The motion carried with a three to one vote to deny the request. Councilman Travis Scott, Steve Rabil and Sloan Stevens voted against the development and Mayor Pro Temp Roger Wood voted for the development.

In denying the subdivision application the majority on the Council find that the subject property is in an R-20 zoning district but is in the long-term rural, residential development plan of the town. Also, it is located between the intersection of the road with the creek to the north near the airport and with the intersection of the road with SR 1010 to the south. Thus, this specific area of this property on the east side of Swift Creek Road still retains much of the county's historical, rural residential character.

However, as the neighbors including Ms. McClure testified, there is increased traffic cutting from Cleveland Road (SR 1010) on its south to Highway 70 and the airport area to the east. The road has a marked curve just north of this property so that the traffic from the cul-de-sac would enter the road right at the beginning of the curve. south of Swift Creek. Furthermore, though well buffered physically by the Swift Creek basin on its east, the airport east of Swift Creek does add some further noise and traffic. All this growth adversely affects the rural nature of the tracts on the east side of Cleveland Road and makes it even more important for planning to protect some of the more pristine areas in our agricultural residential zones. Protection of areas such as this should extend not just to areas in the southeast of the county but to some of the areas located closer to the development along Highway 70 northeast of town.

Thus, the long-term plan of the town is that some of the land in the rural agricultural long-term plan should retain the less dense rural character of the heritage of our community. At this property the creek and its basin buffer the land from the higher density of highway 70 as well as the airport lying on the east side of the Swift Creek basin. With Swift Creek Road to the west and the basin to the east, this area along the east side of Swift Creek Road is ideally suited to the long-term plan of preserving some of our agricultural, residential properties.

Consistent to protecting agricultural rural areas from adverse effects of growth and in accord with county policy, the town recently increased the minimum area of R-20 lots with public water and private septic to allow more land to absorb the sewer from drain fields. This application is just prior to this increase and denser than will be allowed in subsequent lots in this area due to the policy change.

Furthermore, the application as presented is a strait cul-de-sac road entering SR 1010 right at the commencement of the curve and does not include any stub out of streets to the north and south of the property as required by our code to facilitate future development regardless of the fact there is no such development to those parcels currently. Our planning should be long term, and applicants should meet the UDO requirements.

Thus, as ultimate findings based on the specific facts set forth in the uncontradicted testimony above, the majority of the Counsel sitting at this meeting make the following ultimate findings required by the UDO.

1. *The plat is not consistent with the adopted plans and policies of the town*
   .
2. *The plat does not comply with all applicable requirements of this ordinance;*
3. *There exists adequate infrastructure (transportation and utilities) to support the plat as proposed though the location of the cul-de-sac road without stub out of lateral streets does adversely affect the area.*

4. *The plat will be detrimental to the use and development of adjacent properties and other neighborhood uses and adversely affects the rural character of the area on the east side of Swift Creek Road just south of its intersection with Swift Creek.*

The application is denied.

Councilmember's Comments:

Mayor Pro Tem Roger Wood thank staff and all who participated in the weekend's events, such as the Christmas tree lighting, commenting they were a success, and he appreciates Town and other staff.

Councilman Travis Scott asked if the Town Police Chief could look into vacant property at the newly proposed Village on the Neuse development, with the owner's permission to address the possibility of an occupant inside the home as it may be a safety concern. He also addressed the foul odor he has had complaints about that emanates from the Town's Greenway path as it crosses Buffalo Rd, stating it needs to be examined. Councilman Scott also mentioned the Town's Holiday Luncheon, encouraging the Board to attend and thank Town staff.

Mayor Andy Moore extended thanks to Mayor Pro-Tem, Roger Wood, for standing in for him at the Town's Annual Christmas Tree lighting. He also encouraged support and attendance for seasonal events and to all local businesses. Mayor Moore also asked the staff to check into the odor issue at the Greenway.

Town Manager's Report

Town Manager Mike Scott stated he received a call from a citizen who wished to thank the Town's Water and Sewer staff who worked on the water line at the 100 Block of Rose Street last night until about 8:30 pm. The citizen commended staff for being very pleasant and helpful while working even as the weather has turned cold. Manager Scott reminded everyone of the Town's Christmas Parade on December 12th. He also mentioned an upcoming retirement reception for Captain Troy Byrd. He also reminded everyone of the annual Grinch Run on Saturday December 7th at 10:00 AM.

Mayor Andy Moore mentioned that as a member, he attended the Upper Coastal Rural Planning Organization meeting two weeks ago in Wilson, NC, and the Board approved that the Town could move forward with the application for its sidewalk development plan on Venture Drive.

Adjourn

Mayor Pro Tem, Roger Wood made a motion, seconded by Councilman Steve Rabil to adjourn the meeting at 8:29 pm. Unanimously approved.

_____
M. Andy Moore, Mayor

ATTEST:

_____
Elaine Andrews, Town Clerk

Business Items

Request for Town Council Action

Business Item:	**Accepting Street for Maintenance**
Date:	**1/7/25**

Subject:	Accepting Galilee Branch Drive for Town Maintenance
Department:	Planning Department/Public Works Department
Presented by:	Planning Director – Stephen Wensman
Presentation:	Business item

Issue Statement

To accept Galilee Branch Drive for Town Maintenance

Financial Impact

Costs to maintain an additional +/- 1,010 lin. feet of street for maintenance.

Action Needed

To adopt the resolution accepting Galilee Branch Drive for Town Maintenance

Recommendation

Staff recommends adoption of Resolution #764 (02-2025) accepting Galilee Branch Drive for Town Maintenance

Approved: ☑ Town Manager ☐ Town Attorney

Attachments:

1. Staff Report
2. Resolution 764 (02-2025)

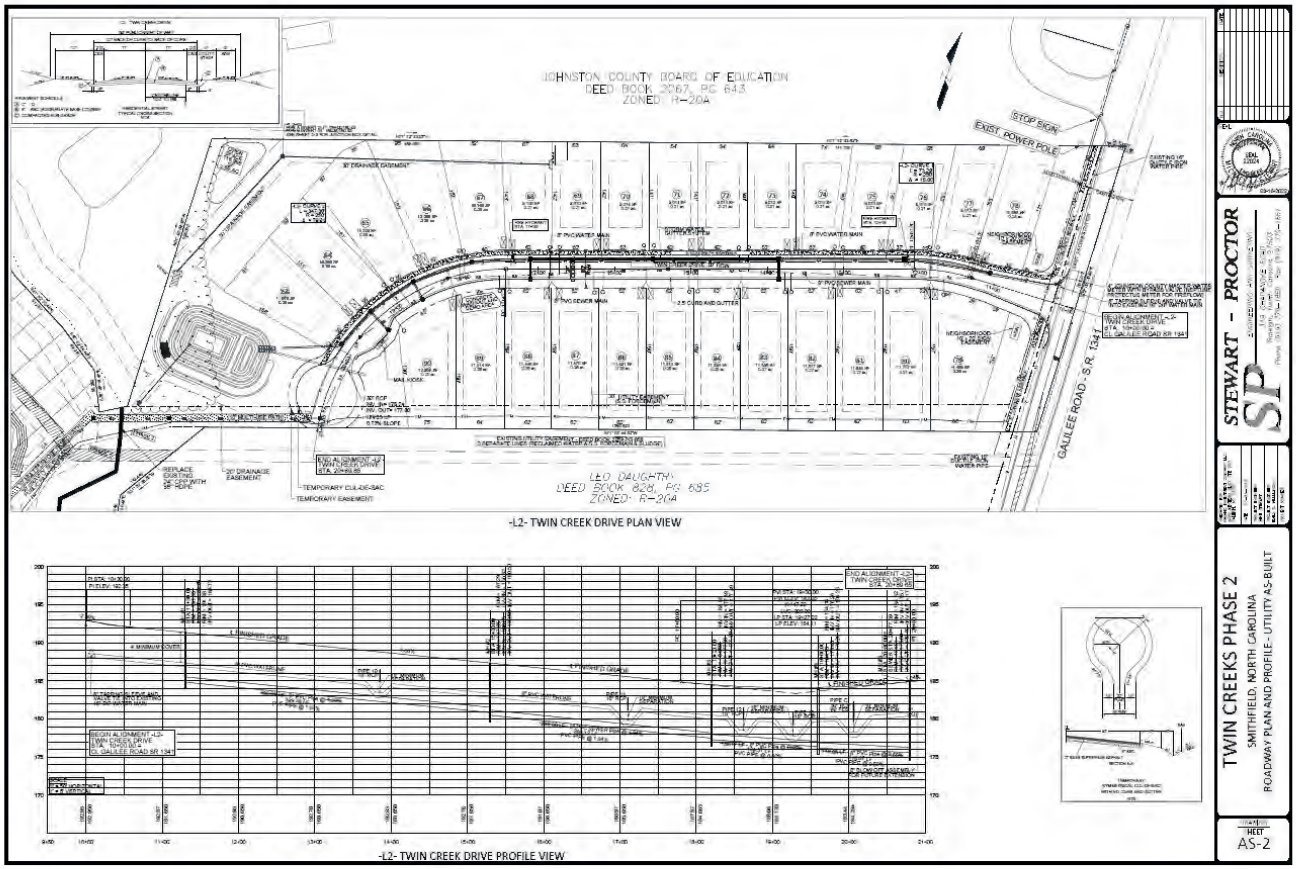
Staff Report

Business Item:	**Accepting Street for Maintenance**
Date:	**1/7/25**

Overview:

Galilee Branch Drive is approximately 1,010 lineal feet long and is part of the Elk Creek Phase 2 development. Phase 2 is substantially built and there is no more construction traffic on it. The public improvements have been inspected by Public Works and Public Utilities and recommend the Town accept responsibility for public maintenance.

There are numerous undeveloped lots in phase 1, so public maintenance of Hopewell Branch Court and New Twin Branch Court are not requested for public maintenance currently.



Town of Smithfield Resolution No. 765 (03-2025)

A Resolution to Accept Galilee Branch Drive for Town Street Maintenance

WHEREAS, the Town of Smithfield recognizes the importance of maintaining safe and accessible streets for the benefit of its residents; and

WHEREAS, Galilee Branch Drive, located within the jurisdictional limits of the Town of Smithfield, has been constructed to meet the required standards for public roadways as set forth by the Town; and

WHEREAS, the Town has conducted an evaluation of Galilee Branch Drive and determined that it is in the public interest to assume maintenance responsibilities for the roadway; and

WHEREAS, the acceptance of Galilee Branch Drive into the Town's street maintenance inventory will add approximately 1,010 linear feet of roadway, increasing the Town's responsibilities and costs for regular upkeep and repairs while also generating additional revenue through the state's Powell Bill Fund; and

WHEREAS, the Town Council has determined that the benefits of maintaining Galilee Branch Drive as a public street outweigh the associated costs;

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Smithfield as follows:

1. **Acceptance of Galilee Branch Drive:** The Town of Smithfield hereby accepts Galilee Branch Drive, totaling approximately 1,010 linear feet, into its network of streets to be maintained by the Town.
2. **Maintenance Obligation:** The Town of Smithfield assumes responsibility for the ongoing maintenance, repair, and general upkeep of Galilee Branch Drive in accordance with its policies and standards for public streets.
3. **Effective Date:** This resolution shall take effect immediately upon its adoption.

Adopted this 7th day of January, 2025, by the Town Council of the Town of Smithfield.

_____
M. Andy Moore, Mayor

ATTEST:

_____
Elaine S. Andrews, Town Clerk

Request for Town Council Action

Business Agenda Item: Storm Drain Replacement

Date: 1/7/2025

Subject: Storm Drain Replacement North 4th and Caswell Street Intersection
Department: Public Works Department
Presented by: Public Works Director - Lawrence Davis
Presentation: Business Item

Issue Statement
Public Works is requesting to cut, remove and replace a 15-inch storm drainpipe at the corner of Caswell and North 4th Street with a 36-inch storm drainpipe approximately 510 ft. in length to tie into the drainpipe on Bridge Street to improve future flooding.

Financial Impact
If approved by the council estimate total cost will be $93,500.00. Price may vary.

Action Needed
Council approval to award contract.

Recommendation
Staff recommends awarding the work to be done by Stuckey's Backhoe Services, Inc.

Approved: ☑ Town Manager ☐ Town Attorney

Attachments: N/A

Staff Report

Business Agenda Item:	**Storm Drain Replacement**
Date:	**1/7/2025**

Upon investigation, the condition of the storm drain on 4th Street, it was determined that this area of Town is the central hub for all the Storm Water run-off. Due to the amount of rainwater the storm drain currently is not able to move the water properly and efficiently, causing flooding to the First Missionary Baptist Church and resident homes and property on the corner of the intersection of 4th and Caswell. The council has received information that a grant has been available to fix the issue per Mike Scott Town Manager.

Public works reached out to contractors and received (3) to estimates.
Each contractor proposed different ways to fix the drainage problem see the estimates sheets.

Vortex Civil Infrastructure	$158,555.00.00
Stuckey's Backhoe Services, Inc	$93,500.00
Water Worx Services	$214,955.00

water worx services

Licenses: Plumbing 32211 P1, Utility 73818
233 Airport Industrial Drive
Clayton NC 27520
919-917-7579

PROPOSAL

Attention:	Lawrence Davis	Project Number:	
Company:	Smithfield Public Works	Location:	4th and Caswell Streets Smithfield, NC
Address:	Smithfield, NC		
		Date:	December 2, 2024

We propose to furnish all materials, equipment, and labor, subject to any exclusions listed below, required to complete the following:

1. Install Storm Drain Services

Description of Services:

Price Includes

Site Survey/utility locating
Equipment mobilization
Traffic control and barricades
Asphalt millinng
Excavtion of existing storm drain box
Installation of a second 15" RCP storm drain from Caswell Street to Bridge Street
Tie into existing strom box in the intersection of of Bridge Street and 4th Street
Installation of stone base under pipe and boxes
Testing and inspections of underground construction
Backfilling and compaction of excavated soils
Final adjustments as needed
CCTV and Flushing of storm line
ABC stone base under new asphalt
Replacement of ashpalt and striping
Hauling and Disposal of spoils
Site cleanup and seed/straw as required

Exclusions

City impact/Capital facility fees
Meter fees
Permit Cost
Survey/staking to be done by General Contractor
Soil testing or compaction testing
Any rock excavation, drill, or blast of any kind
Engineered shoring
Unstable soils and dewatering operations
Overtime or night work
Any work that is not previously listed in the above scope of work without a prior signed Change Order.

Storm Drain Installation **$ 214,955.00**

The above price is valid for 30 days.

Terms and Conditions

These Terms and Conditions describe the agreement between Water Worx Services, Inc. ("Water Worx") and the Customer (as identified in the Proposal set forth on the facing page hereof "the Proposal"). Together, the Proposal and these Terms and Conditions comprise the "Contract". Water Worx and Customer may each be referred to herein individually as "Party" or, collectively, as "Parties".

1. *Scope of Services/Proposal.* Water Worx agrees to furnish the services and materials (collectively the "Services") described in the Proposal. Any changes to the specifications of the Services must be agreed upon in writing, which may be in the form of an email or other writing evidencing the mutual agreement of the Parties (a "Change Order"). Any such Change Order shall be incorporated into this Contract.

2. *Permits and Approvals.* Unless otherwise agreed in writing, Water Worx shall be responsible for obtaining, at Customer's expense, permits, inspections and other approvals necessary for the proper performance of the Services. Additionally, Customer shall be solely responsible for securing any easements, variances, zoning changes, modifications of restrictive covenants, or other actions required for Water Worx to be able to perform the Services.

3. *Site Conditions; Access*: Customer warrants that it has advised Water Worx of any known site or building conditions that are material or relevant to the Services. Customer acknowledges that the estimate set forth in this Contract is based upon Water Worx's general observation of applicable conditions, and the discovery of latent or other undiscovered conditions including but not limited to termite damage, water damage, or code violations may require extra labor or materials, which are not part of this Contract. If such conditions are discovered, Water Worx will notify Customer and the Parties will negotiate in good faith an amendment to this Contract that addresses those conditions. Customer will ensure that Water Worx has free and unencumbered access to all work areas, and, if necessary, will provide areas for the storage of materials and

debris. Water Worx will make reasonable efforts to protect driveways, walkways, lawns, shrubs, and other vegetation. Water Worx Services Inc · 233 Airport Industrial Drive · Clayton, NC 27520.

4. *Inspection and Acceptance.* Upon notification by Water Worx of completion of the Services, Customer and Water Worx will jointly inspect the Services performed. Customer will provide Water Worx with a written description of any deficiencies in the Services, and Water Worx shall promptly validate and correct such deficiency. If Customer does not provide such description of a deficiency within five (5) days following the completion of the Services, Customer will be deemed to have accepted Water Worx's proper performance of the Services.

5. *Payment.* Payment for the Services shall be due and payable as set forth in the Proposal but in no event later than upon Customer's receipt of Water Worx's notice that the Services have been completed. Any amount not paid when due hereunder will bear interest until paid at a compounded rate of interest equal to the lesser of (i) one and one-half percent per month, or (ii) the maximum rate of interest allowed by applicable law, in either case such interest to accrue until fully paid. If Customer fails to pay any amount due, Water Worx may suspend its performance of the Services until it has received all payments due, as well as satisfactory assurance that future payment obligations will be timely satisfied.

6. *Warranties.* Water Worx warrants the Services will be performed in a professional and workmanlike manner, and if within six months of completion, Customer provides Water Worx with written notice of any deficiencies in the Services, Water Worx will, as Customer's sole and exclusive remedy, correct any defective workmanship. With respect to the Services of any component thereof, the customer is limited to the manufacturers' warranties for defects in the manufacture of equipment, components and materials used in the performance of the Services. EXCEPT AS EXPRESSLY SET FORTH IN THIS SECTION, WATER WORX MAKES NO REPRESENTATIONS OR WARRANTIES, EXPRESS OR IMPLIED REGARDING ANY MATTER, INCLUDING THE MERCHANTABILITY, SUITABILITY, OR FITNESS FOR A PARTICULAR PURPOSE OF ANY COMPONENT OF THE SERVICES. WE DO NOT PROVIDE A WARRANTY ON JET/VAC OR CAMERA WORK.

7. *Enforcement of Contract.* In the event that it shall become necessary for either Party to enforce any terms of the Contract by any legal means, the Parties intend that the non-prevailing Party shall reimburse the prevailing Party its reasonable attorneys' fees and costs of suit in accordance with N. C. General Stat. 6-21.6.

8. *Liability.* Water Worx's total liability hereunder for all damages arising out of or related to this Contract, regardless of the form of action that imposes liability, whether in contract, equity, negligence, intended conduct, tort or otherwise, will not exceed, in the aggregate the amount of the total estimate for the Services set forth on the Proposal. In no event will the measure of damages payable by either Party include, nor will either Party be liable for any amounts for loss of income, profit, or savings or indirect, incidental, consequential, exemplary, punitive, or special damages of any party including third parties, even if such Party has been advised of the possibility of such damages in advance, and all such damages are expressly disclaimed.

9. *Indemnity.* Customer agrees to indemnify, defend and hold harmless Water Worx and its owners, employees, agents and successors and assigns from any and all claims, actions, damages, liabilities, costs and expenses, including reasonable attorneys' fees and expenses arising out of, under or in connection with (i) customer's violation or non-compliance with any building codes and any safety related conditions at the Services site, (ii) death or personal injury to any person, and damage to any person's real or tangible personal property.

10. *Governing Law; Jurisdiction.* This Contract shall be governed by, construed, and enforced in accordance with the laws of the State of North Carolina, without regard to the conflicts of law or rules of North Carolina. Each of the parties hereto hereby irrevocably consent and submit to the jurisdiction of the Supreme Court of the State of North Carolina, in Wake County, and of the United States District Court for the 10th District of North Carolina in connection with any suit, action, or other proceeding concerning the enforcement of any term of this Contract. Customer waives and agrees not to assert Water Worx Services Inc · 233 Airport Industrial Drive · Clayton, NC 27520 any defense that the court lacks jurisdiction, venue is improper, inconvenient forum or otherwise.

11. *Entire Agreement.* This Contract is comprised of these Terms and Conditions, the Proposal, and any Change Orders, which together set forth the entire agreement of the Parties with respect to its subject matter and supersedes all prior discussions, agreements, commitments, or understandings or every kind and nature relating thereto, whether oral or written.

Contractor: _____ _____
Matt Stefanski, VP/Director of Operations Date

ACCEPTANCE OF PROPOSAL: The above prices, scope, specifications, and conditions are satisfactory and hereby accepted. You are authorized to do the work specified.

Client: _____ _____
Company Name Date

PROPOSAL

Stuckey's Backhoe Service, Inc

Adam Stuckey
1388 Rains Crossroad
Princeton, NC 27569
Business phone: 919-201-3172
stuckeysbackhoe@gmail.com

TO:
LAWRENCE DAVIS
TOWN OF SMITHFIELD

DATE: MAY 29TH, 2024
INVOICE # 202361B
FOR: UTILITIES
Contact: LAWRENCE DAVIS
lawrence.davis@smithfield-nc.com

DESCRIPTION	AMOUNT
FOURTH ST AND CASWELL ST	
*MOBILIZATION	
*CUT & REMOVE ASPHALT AS NECESSARY TO INSTALL PIPE	
*INSTALL APROX 510 FT OF 36 INCH DOUBLE WALL DOT APPROVED PIPE	
*CONNECT NEW 36 INCH PIPE IN EXISTING CATCH BASINS X (2) @ EA END	
*PATCH & REPAIR INVERT IN CATCH BASINS	
*PATCH BACK ROADWAY AS NECESSARY	
*INSTALL ABC STONE & PREP FOR ASPHALT AS NECESSARY	
*SEED & STRAW/DRESS UP	
TRAFFIC CONTROL	
LUMP SUM	$ 93,500.00
SUBTOTAL	$ 93,500.00
TAX RATE	0.00%
SALES TAX	-
OTHER	-
TOTAL	**$ 93,500.00**

Make all checks payable to **Adam Stuckey or Stuckey's Backhoe Service, Inc.** If you have any questions concerning this invoice, contact at 919-201-3172.
Due upon receipt.
THANK YOU FOR YOUR BUSINESS!

Vortex Civil Infrastructure

Project: North 4th St and Caswell Pipe Replacement
Scope : Replacement of Storm Drain Culvert
Company: Vortex Drainage Systems

Additional Mat

Item	Description	Quantity	UM	Unit Price	Amount
Materials					
1	Furnish & Install 36" Class IV RCP	515	LF	$215.00	$110,725.00
2	Furnish & Install 30" Class IV RCP	515	LF	$185.00	$95,275.00
3	Furnish and Install JB w manhole ring and cover	1	EA	$9,850.00	$9,850.00
4	Connect to existing	2	EA	$3,600.00	$7,200.00
5	Traffic Control	1	LS	$5,000.00	$5,000.00
6	Concrete Asphalt cutting and removal	1	LS	$5,000.00	$5,000.00
7	Concrete Patches	364	SQFT	$20.00	$7,280.00
8	Asphalt binder patch	100	TN	$115.00	$11,500.00
	As-built Plans	1	LS	$2,000.00	$2,000.00
Total					

Proposed Total

Exclusions:

1. **Does include staking/surveying**
2. **Does not include bonding**
3. **Does not include importation removal of unsuitable soils**
4. **Does not include rock excavation**

Contact: Lawrence David, Town of Smithfield
Change Order# NA
Project #: NA
Date : 12/9/2024

erial Pricing

Sub Total

$251,830.00		

$251,830.00	$143,105	$158,555.00

Request for Town Council Action

Business Item: Award of Contract
Date: 1/7/2025

Subject: Award of Contract for Constructing Sewer Improvements in West Smithfield
Department: Public Utilities Department
Presented by: Public Utilities Director - Ted Credle
Presentation: Business Item

Issue Statement

In 2021, the Town received a $2,700,000 grant from the US Department of Commerce to assist in making improvements to the main sanitary sewer outfall in West Smithfield. The Town has obtained all permits and has approved plans. The Town advertised for a qualified contractor to perform construction services. Proposals were received, and the low bidder has been submitted for Council approval.

Financial Impact

The funds ($3,669,462.00) to pay for these services were budgeted as part of the West Smithfield Sewer Improvements capital project, and have been mostly funded by a grant from the US Department of Commerce ($2,700,000.00); with the balance of funds being paid for through yearly Capital Improvement Project financing.

Action Needed

Approve the proposed bidder (Park Construction of NC, Inc.), as recommended by staff, and authorize the Town Manager to execute the proposed agreement

Recommendation

Staff recommends the approval of Park Construction of NC, Inc. as the low bidder and authorize the Town Manager to execute the contract. This approval is contingent upon the approval form eth US Department of Commerce.

Approved: ☑ Town Manager ☐ Town Attorney

Attachments:

1. Staff Report
2. Letter of Recommendation from the Design Engineer
3. Signed Bid Tab & Summary

Staff Report

Business Item:	**Award of Contract**
Date:	**1/7/2025**

In 2021, the Town was awarded a grant in the amount of $2,700,000 from the US Department of Commerce's Economic Development Administration (EDA). This grant was to improve the main sanitary sewer outfall in West Smithfield. Per the approved project application, the Town advertised for construction services, to assist in this project.

A total of five (5) proposals for these services were received on December 5, 2024. This process satisfies both NC Law and the EDA funding requirements. The proposals were read aloud, evaluated and the low-bid, responsive contractor was selected.

Staff is letting the Town Council know that the current construction low-bid, paired with known design and inspection costs, will exceed the original project budget. Staff is proposing to put more funds aside to cover any shortfall in the upcoming FY 2025-FY 2026 annual budget.

Staff is asking the Council to approve the proposed contractor. Further, to authorize the Town Manager to execute a contract with the proposed contractor, to perform construction services, provided the proposed contract is approved by the EDA. Lastly, that the amount of this construction contract for these services is not to exceed the approved amount of $3,669,462.00.

Wooten

December 20, 2024

Mr. Ted Credle, PE
Public Utilities Director
Town of Smithfield
230 Hospital Road
Smithfield, N.C. 27577

Re: Recommendation of Award
W. Smithfield Sanitary Sewer Improvements
Smithfield, North Carolina
TWC No. 2608-CG

Dear Mr. Credle:

Enclosed are the Bid Tabulation and Bid Summary for the bids received on December 5, 2024, for the above referenced project. There was a total of five (5) bids received. The Low Bidder was Park Construction of North Carolina, Inc. of Morrisville, NC with a bid amount of $3,669,462.00.

The Low Bidder is properly licensed to perform the work based on the license information obtained from the NC Licensing Board for General Contractors' web site, as attached. Furthermore, the Contractor has performed this type of work successfully on previous projects in the area. Based on this, we are satisfied that Park Construction of North Carolina, Inc. be considered a responsible and responsive contractor for this project.

While the bid amount exceeded originally budgeted funds, it is our understanding that other funds can be made available to cover the total project cost, including a contingency. Thus, we recommend the Town accept the bid and award the Contract for the construction of the project to Park Construction of North Carolina, Inc. Please note that this award should be made contingent upon approval by EDA, the funding agency.

Please be aware that this project needs to be awarded by February 3, 2025, without requesting a bid extension from the Contractor.

The Notice of Award will be sent under separate cover once the project has officially been awarded. In the meantime, should you have any questions concerning this recommendation or need additional information please let us know.

Respectfully,

THE WOOTEN COMPANY

W. Brian Johnson, P.E.

NORTH CAROLINA PROFESSIONAL SEAL 025933 12/20/24 ENGINEER W. BRIAN JOHNSON

Enclosures: As stated.

BID SUMMARY
WEST SMITHFIELD SANITARY SEWER IMPROVEMENTS
SMITHFIELD, NORTH CAROLINA

BID DATE/TIME: December 5, 2024 @ 2:00 P.M. TWC No. 2698-CG

CONTRACTORS	LIC. #	CLASS.	BID BOND	TOTAL BASE BID	REMARKS
MOFFATT PIPE, INC. 701 Finger Lakes Drive Wake Forest, NC 27587	L.54906	UL : UC	5%	$6,111,613.00	
J F WILKERSON CONTRACTING P O Box 183 Morrisville, NC 27560	L.04499	UL : UC	5%	$4,995,000.00	
PARK CONSTRUCTION OF NC, INC. 416 Airport Blvd Morrisville, NC 27560	61200	UL : UC	5%	**$3,669,462.00**	**APPARENT LOW BIDDER**
RALPH HODGE CONSTRUCTION COMPANY 2101 F Miller Rd S Wilson, NC 27893	06271	UL : UC	5%	$5,261,952.00	
TERAFLEX GROUP, LLC. 3854 Crabtree Road Waynesville, NC 28786	L.78525	UL : UC	5%	$5,228,180.00	

This is to certify that the bids tabulated herein were publicly opened and read aloud 2:00 pm, Thursday, December 5, 2024, in the Town Operations Center at 230 Hospital Road, Smithfield, North Carolina and that all said bids were accompanied by either a certified check or bidder's bond except as otherwise noted.

THE WOOTEN COMPANY
120 N. Boylan Avenue
Raleigh, NC 27603
License No. F-0115

NORTH CAROLINA PROFESSIONAL SEAL 025933 ENGINEER W. BRIAN JOHNSON
12/16/24

W. Brian Johnson, P.E.

SUMMARY BID TAB
WEST SMITHFIELD SANITARY SEWER IMPROVEMENTS
Town of Smithfield, North Carolina

THE WOOTEN COMPANY

12/5/2024

	DESCRIPTION	UNITS	TOTAL QUAN.	LOW BIDDER Park Construction UNIT COST	Park Construction EXTENDED COST	J F Wilkerson Contracting UNIT COST	J F Wilkerson Contracting EXTENDED COST	Teraflex Group, LLC UNIT COST	Teraflex Group, LLC EXTENDED COST	Ralph Hodge Construction Company UNIT COST	Ralph Hodge Construction Company EXTENDED COST	Moffatt Pipe, Inc. UNIT COST	Moffatt Pipe, Inc. EXTENDED COST	Average of 3 Low Bidders UNIT COST	Average of 3 Low Bidders EXTENDED COST	Average of All Bids UNIT COST	Average of All Bids EXTENDED COST
1	Mobilization (up to 3% max)	LS	1	$109,435.00	$109,435.00	$151,000.00	$151,000.00	$135,000.00	$135,000.00	$98,810.00	$98,810.00	$183,000.00	$183,000.00	$131,811.67	$131,811.67	$135,449.00	$135,449.00
2	24" PVC Sanitary Sewer, Depth 0'-6'	LF	126	$185.00	$23,310.00	$274.00	$34,524.00	$260.00	$32,760.00	$198.00	$24,948.00	$291.00	$36,666.00	$239.67	$30,198.00	$241.60	$30,441.60
3	24" PVC Sanitary Sewer, Depth 6'-8'	LF	1,149	$188.00	$216,012.00	$314.00	$360,786.00	$270.00	$310,230.00	$205.00	$235,545.00	$305.00	$350,445.00	$257.33	$295,676.00	$256.40	$294,603.60
4	24" PVC Sanitary Sewer, Depth 8'-10'	LF	857	$191.00	$163,687.00	$314.00	$269,098.00	$280.00	$239,960.00	$214.00	$183,398.00	$324.00	$277,668.00	$261.67	$224,248.33	$264.60	$226,762.20
5	24" PVC Sanitary Sewer, Depth 10'-12'	LF	105	$203.00	$21,315.00	$394.00	$41,370.00	$300.00	$31,500.00	$225.00	$23,625.00	$353.00	$37,065.00	$299.00	$31,395.00	$295.00	$30,975.00
6	24"PVC Sanitary Sewer, Depth 12'-14'	LF	364	$218.00	$79,352.00	$394.00	$143,416.00	$330.00	$120,120.00	$263.00	$95,732.00	$421.00	$153,244.00	$314.00	$114,296.00	$325.20	$118,372.80
7	24" PVC Sanitary Sewer, Depth 14'-16'	LF	395	$233.00	$92,035.00	$475.00	$187,625.00	$370.00	$146,150.00	$323.00	$127,585.00	$527.00	$208,165.00	$359.33	$141,936.67	$385.60	$152,312.00
8	24" DI Sanitary Sewer, Depth 0'-6'	LF	2,197	$302.00	$663,494.00	$404.00	$887,588.00	$360.00	$790,920.00	$333.00	$731,601.00	$449.00	$986,453.00	$355.33	$780,667.33	$369.60	$812,011.20
9	24" DI Sanitary Sewer, Depth 6'-8'	LF	429	$304.00	$130,416.00	$450.00	$193,050.00	$370.00	$158,730.00	$340.00	$145,860.00	$468.00	$200,772.00	$374.67	$160,732.00	$386.40	$165,765.60
10	24" DI Sanitary Sewer, Depth 8'-10'	LF	104	$308.00	$32,032.00	$482.00	$50,128.00	$390.00	$40,560.00	$349.00	$36,296.00	$487.00	$50,648.00	$393.33	$40,906.67	$403.20	$41,932.80
11	24" DI Sanitary Sewer, Depth 10'-12'	LF	82	$320.00	$26,240.00	$579.00	$47,478.00	$410.00	$33,620.00	$360.00	$29,520.00	$516.00	$42,312.00	$436.33	$35,779.33	$437.00	$35,834.00
12	24" DI Sanitary Sewer, Depth 12'-14'	LF	53	$333.00	$17,649.00	$556.00	$29,468.00	$450.00	$23,850.00	$384.00	$20,352.00	$565.00	$29,945.00	$446.33	$23,655.67	$457.60	$24,252.80
13	24" DI Sanitary Sewer, Depth 14'-16'	LF	15	$347.00	$5,205.00	$687.00	$10,305.00	$470.00	$7,050.00	$405.00	$6,075.00	$662.00	$9,930.00	$501.33	$7,520.00	$514.20	$7,713.00
14	24" DI Sanitary Sewer on Concrete Piers	LF	395	$1,479.00	$584,205.00	$1,679.00	$663,205.00	$1,610.00	$635,950.00	$2,130.00	$841,350.00	$2,350.00	$928,250.00	$1,589.33	$627,786.67	$1,849.60	$730,592.00
15	Clean up and Seeding (Min. 15% Total Cost of Line Items 2-14)	LS	1	$308,250.00	$308,250.00	$488,500.00	$488,500.00	$330,000.00	$330,000.00	$312,280.00	$312,280.00	$500,000.00	$500,000.00	$375,583.33	$375,583.33	$387,806.00	$387,806.00
16	Tie-In to Existing Sewer	EA	6	$1,848.00	$11,088.00	$10,978.00	$65,868.00	$3,990.00	$23,940.00	$10,270.00	$61,620.00	$7,500.00	$45,000.00	$5,605.33	$33,632.00	$6,917.20	$41,503.20
17	5' ID Manhole, Depth 8'-10'	EA	2	$12,171.00	$24,342.00	$10,871.00	$21,742.00	$23,800.00	$47,600.00	$17,740.00	$35,480.00	$20,800.00	$41,600.00	$15,614.00	$31,228.00	$17,076.40	$34,152.80
18	5' ID Manhole, Depth 10'-12'	EA	5	$13,823.00	$69,115.00	$13,272.00	$66,360.00	$27,700.00	$138,500.00	$20,400.00	$102,000.00	$23,300.00	$116,500.00	$18,265.00	$91,325.00	$19,699.00	$98,495.00
19	5' ID Manhole, Depth 12'-14'	EA	2	$15,707.00	$31,414.00	$13,835.00	$27,670.00	$31,000.00	$62,000.00	$24,770.00	$49,540.00	$26,400.00	$52,800.00	$20,180.67	$40,361.33	$22,342.40	$44,684.80
20	5' ID Manhole, Depth 14'-16'	EA	1	$17,359.00	$17,359.00	$14,398.00	$14,398.00	$34,400.00	$34,400.00	$29,180.00	$29,180.00	$30,200.00	$30,200.00	$22,052.33	$22,052.33	$25,107.40	$25,107.40
21	5' ID Manhole Outside Drop, Depth 16'-18'	EA	1	$50,642.00	$50,642.00	$61,914.00	$61,914.00	$105,000.00	$105,000.00	$74,380.00	$74,380.00	$71,500.00	$71,500.00	$72,518.67	$72,518.67	$72,687.20	$72,687.20
22	5' ID Manhole (Watertight), Depth 6'-8'	EA	8	$10,600.00	$84,800.00	$10,260.00	$82,080.00	$20,500.00	$164,000.00	$14,840.00	$118,720.00	$17,300.00	$138,400.00	$13,786.67	$110,293.33	$14,700.00	$117,600.00
23	5' ID Manhole (Watertight), Depth 8'-10'	EA	6	$13,073.00	$78,438.00	$11,180.00	$67,080.00	$24,200.00	$145,200.00	$17,840.00	$107,040.00	$20,200.00	$121,200.00	$16,151.00	$96,906.00	$17,298.60	$103,791.60
26	5' ID Manhole (Watertight), Depth 10'-12'	EA	3	$15,647.00	$46,941.00	$13,377.00	$40,131.00	$25,300.00	$75,900.00	$20,510.00	$61,530.00	$23,700.00	$71,100.00	$18,108.00	$54,324.00	$19,706.80	$59,120.40
27	5' ID Manhole (Watertight & Vented), Depth 8'-10'	EA	1	$17,934.00	$17,934.00	$15,610.00	$15,610.00	$27,200.00	$27,200.00	$23,850.00	$23,850.00	$26,900.00	$26,900.00	$20,248.00	$20,248.00	$22,298.80	$22,298.80
28	5' ID Manhole (Watertight & Vented), Depth 12'-14'	EA	2	$23,917.00	$47,834.00	$15,909.00	$31,818.00	$33,200.00	$66,400.00	$33,290.00	$66,580.00	$33,700.00	$67,400.00	$24,342.00	$48,684.00	$28,003.20	$56,006.40
29	6' ID Manhole (Watertight), Depth 10'-12'	EA	1	$21,237.00	$21,237.00	$15,374.00	$15,374.00	$39,100.00	$39,100.00	$28,780.00	$28,780.00	$45,000.00	$45,000.00	$25,237.00	$25,237.00	$29,898.20	$29,898.20
30	Anti-Seep Collar	EA	2	$4,909.00	$9,818.00	$6,810.00	$13,620.00	$3,250.00	$6,500.00	$3,470.00	$6,940.00	$7,800.00	$15,600.00	$4,989.67	$9,979.33	$5,247.80	$10,495.60
31	Existing 4" Sanitary Sewer Service Reconnection	EA	18	$4,860.00	$87,480.00	$4,462.00	$80,316.00	$2,330.00	$41,940.00	$18,720.00	$336,960.00	$2,750.00	$49,500.00	$3,884.00	$69,912.00	$6,624.40	$119,239.20
32	Grinder Replacement	LS	1	$120,960.00	$120,960.00	$88,944.00	$88,944.00	$101,000.00	$101,000.00	$83,270.00	$83,270.00	$146,000.00	$146,000.00	$103,634.67	$103,634.67	$108,034.80	$108,034.80
33	Rock Excavation (Min. $45 per CY)	CY	500	$45.00	$22,500.00	$45.00	$22,500.00	$45.00	$22,500.00	$175.00	$87,500.00	$45.00	$22,500.00	$45.00	$22,500.00	$71.00	$35,500.00
34	Undercut of Unstable Pipe Foundation	CY	1,500	$73.00	$109,500.00	$75.00	$112,500.00	$45.00	$67,500.00	$38.70	$58,050.00	$88.00	$132,000.00	$64.33	$96,500.00	$63.94	$95,910.00
35	Select Backfill	CY	500	$38.00	$19,000.00	$50.00	$25,000.00	$45.00	$22,500.00	$40.20	$20,100.00	$73.00	$36,500.00	$44.33	$22,166.67	$49.24	$24,620.00
36	Bypass Pumping	LS	1	$203,169.00	$203,169.00	$280,000.00	$280,000.00	$793,000.00	$793,000.00	$580,670.00	$580,670.00	$681,000.00	$681,000.00	$425,389.67	$425,389.67	$507,567.80	$507,567.80
37	Asphalt Roadway Patching	SY	60	$241.00	$14,460.00	$175.00	$10,500.00	$360.00	$21,600.00	$376.00	$22,560.00	$160.00	$9,600.00	$258.67	$15,520.00	$262.40	$15,744.00
38	Aspalt Driveway Patching	SY	100	$241.00	$24,100.00	$140.00	$14,000.00	$250.00	$25,000.00	$361.00	$36,100.00	$70.00	$7,000.00	$210.33	$21,033.33	$212.40	$21,240.00
39	Concrete Driveway Patching	SY	75	$195.00	$14,625.00	$130.00	$9,750.00	$400.00	$30,000.00	$129.00	$9,675.00	$130.00	$9,750.00	$241.67	$18,125.00	$196.80	$14,760.00
40	Erosion Control	LS	1	$70,069.00	$70,069.00	$270,284.00	$270,284.00	$131,000.00	$131,000.00	$348,450.00	$348,450.00	$180,000.00	$180,000.00	$157,117.67	$157,117.67	$199,960.60	$199,960.60
		TOTAL BASE BID			$3,669,462.00		$4,995,000.00		$5,228,180.00		$5,261,952.00		$6,111,613.00		$4,630,880.67		$5,053,241.40

TWC No. 2608-CG

Prepared By: WBJ

NCLBGC

Verify License/Qualifier Search

Contact

Name

Park Construction of North Carolina, Inc.

Address

416 Airport Blvd.
Morrisville, NC 27560

Phone

(603) 585-6577

License

License #

L.61200

Account Type

License

First Issued Date

09/07/2006

Expiration Date

12/31/2025

Status

Active

License Limitation

Unlimited

Active Classifications

Unclassified

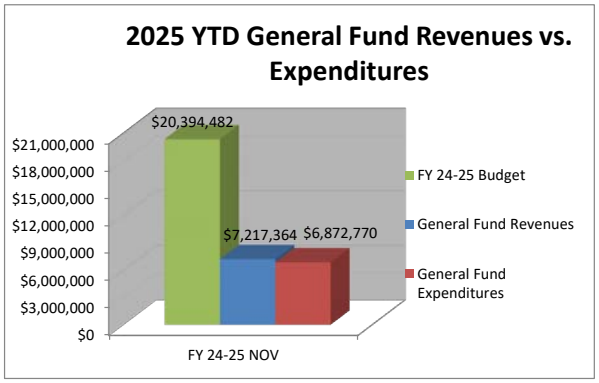
Qualifiers

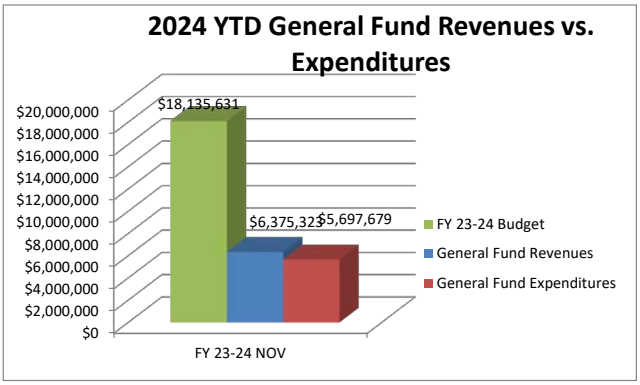
Name	Qualifier #	Status
Christopher Joseph Humbert	Q.21062	Active
Robert G. Seppala	Q.08319	Active
Ryan Levi Mack	Q.35243	Active
Brian Austin Bailey	Q.58185	Active
Jose Fuentes	Q.103241	Active
Tanner Scott Goss	Q.104343	Active

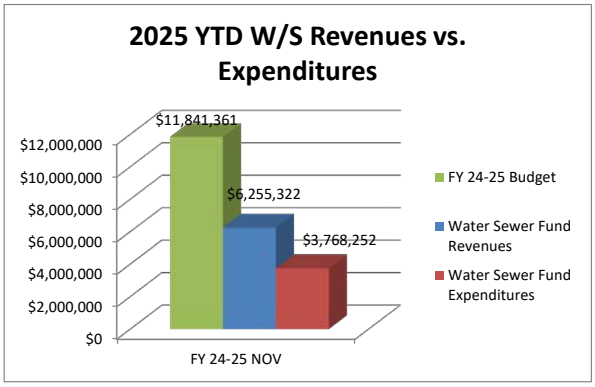
Close Details

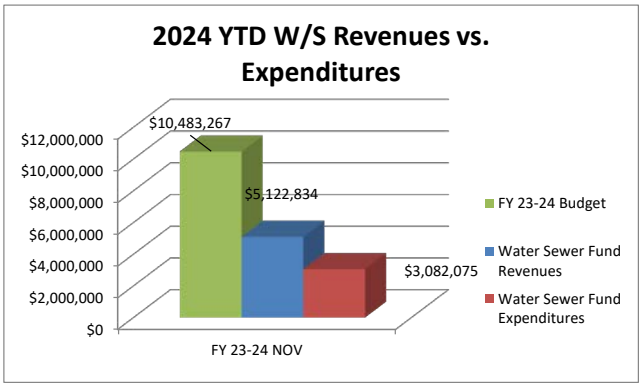
Financial Report

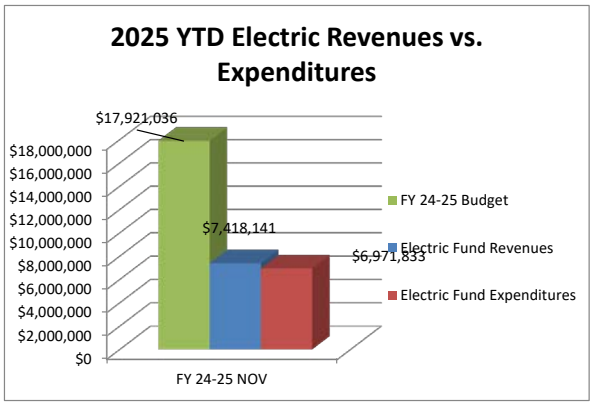
Town of Smithfield
Revenues vs. Expenditures

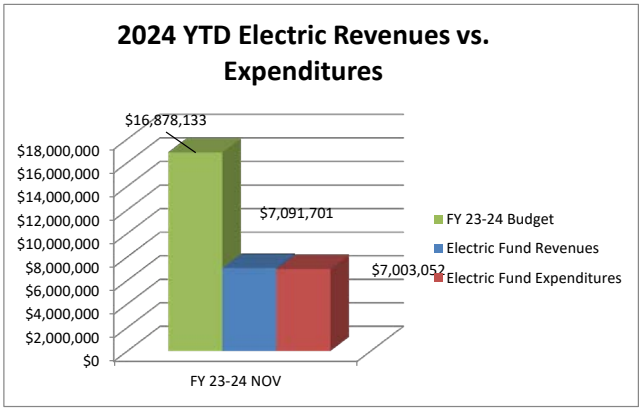












TOWN OF SMITHFIELD
MAJOR FUNDS FINANCIAL SUMMARY REPORT
November 30, 2024
Gauge: 5/12 or 42 Percent **41.67%**

GENERAL FUND					
Revenues	Frequency	**Actual to Date FY '23-24**	**Budget FY '24-25**	**Actual to Date FY '24-25**	**YTD % Collected**
Current & Prior Year Property Taxes	Monthly	$ 2,469,480	$ 8,034,325	$ 3,733,189	46.47%
Motor Vehicle Taxes	Monthly	166,853	825,000	205,363	24.89%
Utility Franchise Taxes	Quarterly	277,394	1,000,000	-	0.00%
Local Option Sales Taxes	Monthly	1,660,092	3,700,000	725,430	19.61%
Aquatic and Other Recreation	Monthly	386,508	817,775	416,250	50.90%
Sanitation (Includes Penalties)	Monthly	650,301	1,560,900	688,506	44.11%
Grants		16,547	235,500	16,792	7.13%
All Other Revenues		748,148	2,480,192	1,431,834	57.73%
Transfers (Electric and Fire Dist.)		-	712,790	-	0.00%
Fund Balance Appropriated		-	1,028,000	-	0.00%
Total		$ 6,375,323	$ 20,394,482	$ 7,217,364	35.39%

TOWN OF SMITHFIELD
MAJOR FUNDS FINANCIAL SUMMARY REPORT
November 30, 2024
Gauge: 5/12 or 42 Percent

				41.67%
Expenditures	**Actual to Date FY '23-24**	**Budget FY '24-25**	**Actual to Date FY '24-25**	**YTD % Spent**
General Gov.-Governing Body	$ 200,352	$ 720,092	$ 203,053	28.20%
Non Departmental	456,925	1,569,994	514,542	32.77%
Debt Service	317,926	419,096	308,326	73.57%
Finance	58,718	159,150	52,753	33.15%
IT	77,578	190,700	50,921	26.70%
Planning	147,798	445,025	171,233	38.48%
Police	1,473,707	5,908,835	2,187,731	37.02%
Fire	1,038,331	3,403,656	1,105,699	32.49%
General Services/Public Works	296,575	1,230,323	367,751	29.89%
Streets	127,151	825,027	165,915	20.11%
Motor Pool/Garage	71,053	173,700	83,759	48.22%
Powell Bill	25,532	398,195	20,668	5.19%
Sanitation	561,837	1,706,469	601,948	35.27%
Stormwater	12,670	286,480	95,495	33.33%
Parks and Rec	422,737	1,416,944	468,898	33.09%
SRAC	388,376	1,236,800	456,641	36.92%
Sarah Yard Center	20,413	51,300	17,437	33.99%
Contingency	-	252,696	-	
Total	$ 5,697,679	$ 20,394,482	$ 6,872,770	33.70%
YTD Fund Balance Increase (Decrease)	677,644	-	344,594	

TOWN OF SMITHFIELD
MAJOR FUNDS FINANCIAL SUMMARY REPORT
November 30, 2024
Gauge: 5/12 or 42 Percent **41.67%**

WATER AND SEWER FUND

Revenues	Actual to Date FY '23-24	Budget FY '24-25	Actual to Date FY '24-25	YTD % Collected
Water Charges	$ 1,346,698	$ 2,950,000	$ 1,404,854	47.62%
Water Sales (Wholesale)	1,229,912	$ 2,610,000	1,408,956	53.98%
Sewer Charges	2,205,729	5,000,000	2,302,336	46.05%
Penalties	27,385	60,000	29,681	49.47%
Tap Fees	14,600	20,650	14,760	71.48%
Other Revenues	298,510	519,300	636,839	122.63%
Transfer from Booker Dairy Rd Fund	-	457,896	457,896	100.00%
Fund Balance Appropriated	-	223,515	-	0.00%
Total	$ 5,122,834	$ 11,841,361	$ 6,255,322	52.83%

Expenditures	Actual to Date FY '23-24	Budget FY '24-25	Actual to Date FY '24-25	YTD % Spent
Water Plant (Less Transfers)	$ 891,188	$ 2,714,715	$ 1,027,135	37.84%
Water Distribution/Sewer Coll (Less Transfers)	1,978,625	5,571,624	2,592,389	46.53%
Transfer to W/S Capital Proj. Fund	-	1,975,000	-	0.00%
Debt Service	212,262	1,020,336	148,728	14.58%
Contingency	-	559,686	-	
Total	$ 3,082,075	$ 11,841,361	$ 3,768,252	31.82%
YTD Fund Balance Increase (Decrease)	2,040,759	-	2,487,070	

TOWN OF SMITHFIELD
MAJOR FUNDS FINANCIAL SUMMARY REPORT
November 30, 2024
Gauge: 5/12 or 42 Percent **41.67%**

ELECTRIC FUND

Revenues	Actual to Date FY '23-24	Budget FY '24-25	Actual to Date FY '24-25	YTD % Collected
Electric Sales	$ 6,837,225	$ 16,270,040	$ 7,159,123	44.00%
Penalties	39,718	85,000	36,800	43.29%
All Other Revenues	214,758	450,375	222,218	49.34%
Fund Balance Appropriated	-	1,115,621	-	
Total	$ 7,091,701	$ 17,921,036	$ 7,418,141	41.39%

Expenditures	Actual to Date FY '23-24	Budget FY '24-25	Actual to Date FY '24-25	YTD % Spent
Administration/Operations	$ 1,412,751	$ 3,273,579	$ 1,306,362	39.91%
Purchased Power - Non Demand	2,008,097	3,940,660	2,323,977	58.97%
Purchased Power - Demand	2,757,879	7,828,164	2,517,169	32.16%
Purchased Power - Debt	481,740	1,156,176	481,740	41.67%
Debt Service	342,585	342,586	342,585	100.00%
Capital Outlay	-	35,000	-	0.00%
Contingency	-	249,721	-	0.00%
Transfers to Electric Capital Proj Fund	-	1,000,000	-	0.00%
Transfers to General Fund	-	95,150	-	
Total	$ 7,003,052	$ 17,921,036	$ 6,971,833	38.90%
YTD Fund Balance Increase (Decrease)	88,649	-	446,308	

TOWN OF SMITHFIELD
MAJOR FUNDS FINANCIAL SUMMARY REPORT
November 30, 2024
Gauge: 5/12 or 42 Percent **41.67%**

CASH AND INVESTMENTS FOR NOVEMBER 2024

General Fund (Includes P. Bill)	23,803,550				
Water and Sewer Fund	15,556,019				
Electric Fund	11,073,918				
NCOBM Fund (21)	548,044				
JB George Endowment (40)	139,900				
Water Plant Expansion (43)	954,817				
Capital Project Fund: Wtr/Sewer (45)	1,322,622				
Capital Project Fund: General (46)	1,198,773				
Capital Project Fund: Electric (47)	295,545				
FEMA Acquisitions and Elevations (48)	550				
Firemen Relief Fund (50)	115,259				
Fire District Fund (51)	288,949		1st CITIZENS	37,284,847	1.75% / 4.29%
General Capital Reserve Fund (72)	182,623		NCCMT	5,538,992	5.000%
Total	$ 55,480,569		KS BANK	2,444,952	3.00%
			TRUIST	10,211,778	3.25%
				$ 55,480,569	

-

Account Balances Confirmed By Finance Director on 12/23/2024

Department Reports

FINANCE DEPARTMENTAL REPORT FOR NOVEMBER 2024

ACCOMPLISHMENTS

- Implemented monthly financial reporting for the appearance commission
- Accounts Receivable related policies written for board approval
- Assisted with the implementation of the new employee benefit management team
- Refunded numerous utility accounts with credit balances or applied credit balances to new accounts for old utility accounts; cleaned up the inactive revenue codes on utility accounts
- Saved $3,600 in professional fees (Finance Department) and approximately $2,000 in bank service charges (General, Water Sewer, Electric Fund)
- Implemented invoice and pre audit approval process for accounts payable
- Updated all grant and capital project ordinances to comply with ordinance and resolution statutory requirements

WORK IN PROGRESS

- In process of updating the Customer Service Policy Manual (approval delayed for new regulations) and creating a Red Flag Policy for utility billing customer information
- In process of implementing a monthly closing schedule for all finance functions for timely reporting
- In process of setting up general ledger account reconciliations and delegating those tasks to finance and customer service staff
- In process of updating internal control policies and procedures in relation to finance and customer service
- Drafting the revised employee handbook for council approval in the near future
- In process of comprehensive inventory of fixed assets for all departments
- In process of working with Town Clerk and Town Manager to properly account for capital reserve / capital project funds
- In process of working to implement online payments with PIO for various departments including planning and fire inspection fees
- Assisting with the transition of various tasks related to the exiting Human Resource Director, such as NEOGOV (delayed)
- In process of implementing a training plan for each employee in finance and customer service departments
- Assisting with the phone implementation and internet / fiber projects
- In process of implementing purchase card program with potential savings of $85K based on historical spending patterns

GOALS

- Update all policies and procedures related to finance and customer service in the near term for council approval
- Work with various departments to obtain a document management system so all departments can access documents for various town projects

Planning Department Development Report

Friday, November 22, 2024

Project Name:	**Local 70 Development Plat**
Request:	Preliminary Plat for development
Location	
Tax ID#:	PIN#:
Project Status	
Notes:	

Subdivision 2024-08	
Submittal Date:	11/21/2024
Planning Board Review:	12/5/2024
Board of Adjustment Review:	
Town Council Hearing Date:	1/21/2025
Approval Date:	

Project Name:	**Buffalo Road Subdivsion**
Request:	Preliminary Plat for entire development
Location	
Tax ID#:	PIN#:
Project Status	
Notes:	

Subdivision 2024-07	
Submittal Date:	11/18/2024
Planning Board Review:	12/5/2024
Board of Adjustment Review:	
Town Council Hearing Date:	1/21/2025
Approval Date:	

Project Name:	**937 N Brightleaf Blvd**
Request:	8' variance from side yard setback
Location	
Tax ID#:	PIN#:
Project Status	
Notes:	

BOA 2024-01	
Submittal Date:	11/4/2024
Planning Board Review:	
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	3/28/2024

Project Name:	**Holly's Open Air market**
Request:	15' Front setback variance for gas canopy
Location	
Tax ID#:	PIN#:
Project Status	
Notes:	

BOA 2024-03	
Submittal Date:	11/4/2024
Planning Board Review:	
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	4/25/2024

Project Name: **JCC Repaving**

Request: Remodel and repave parking lot

Location

Tax ID#: PIN#:

Project Status

Notes:

2024-12	
Submittal Date:	10/24/2024
Planning Board Review:	
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	

Project Name: **36 East Edgerton**

Request: rezone property from HI to B-3

Location

Tax ID#: PIN#:

Project Status

Notes:

Map Amendment 2024-09	
Submittal Date:	10/23/2024
Planning Board Review:	11/14/2024
Board of Adjustment Review:	
Town Council Hearing Date:	12/17/2024
Approval Date:	

Project Name: **Finley Landing Alternative Plan**

Request: To approve an alternative plan for Townhouses in lieu of the

Location

Tax ID#: PIN#:

Project Status

Notes: DENIED

Conditional Zoning 2024-06	
Submittal Date:	10/17/2024
Planning Board Review:	10/3/2024
Board of Adjustment Review:	
Town Council Hearing Date:	10/15/2024
Approval Date:	

Project Name: **Smithfield West (old K-mart/Helieg Meier**

Request: new commercial building and site improvemnts

Location

Tax ID#: PIN#:

Project Status

Notes:

2024-11	
Submittal Date:	10/17/2024
Planning Board Review:	
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	

Project Name: **Smithfield Storage**

Request: Site Expansion

Location 1343 West Market Street

Tax ID#: 15077023 PIN#: 168412-87-5386

Project Status In First Review

Notes: In Code Enforcement for lack of follow through and zoning violations

Site Plan 2024-11	
Submittal Date:	10/16/2024
Planning Board Review:	
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	

Project Name: **Local 70 (Interim Plat)**

Request: subdivide for ownership, not development

Location

Tax ID#: PIN#:

Project Status

Notes:

Subdivision 2024-06	
Submittal Date:	10/9/2024
Planning Board Review:	11/14/2024
Board of Adjustment Review:	
Town Council Hearing Date:	11/19/2024
Approval Date:	

Project Name: **Multi-family amendments**

Request: various amendments to MF standards

Location

Tax ID#: PIN#:

Project Status

Notes:

Text Amendment 2024-03	
Submittal Date:	10/8/2024
Planning Board Review:	11/14/2024
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	

Project Name: **Waddell Dr. Townhomes**

Request: 16 lot townhouse development

Location

Tax ID#: PIN#:

Project Status

Notes: Tabled to 12/17/24

Conditional Zoning 2024-07	
Submittal Date:	10/8/2024
Planning Board Review:	11/14/2024
Board of Adjustment Review:	
Town Council Hearing Date:	11/19/2024
Approval Date:	

Project Name: **Village on the Neuse**

Request: 117 lot detached single-family subdivision.

Location

Tax ID#: PIN#:

Project Status

Notes:

Conditional Zoning 2024-08	
Submittal Date:	10/4/2024
Planning Board Review:	11/14/2024
Board of Adjustment Review:	
Town Council Hearing Date:	12/3/2024
Approval Date:	

Project Name: **Stadler Station**

Request: a special use permit for Stadler Station, a 168-unit residential a

Location

Tax ID#: PIN#:

Project Status

Notes:

2024-05	
Submittal Date:	9/20/2024
Planning Board Review:	9/24/2024
Board of Adjustment Review:	
Town Council Hearing Date:	11/19/2024
Approval Date:	

Project Name: **Hertiage Townes at NC210**

Request: 51 unit TH development

Location

Tax ID#: PIN#:

Project Status

Notes: tabled by applicant

Special Use 2024-04	
Submittal Date:	9/5/2024
Planning Board Review:	
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	

Project Name: **Country Club Road Townhomes**

Request: special use permit for Country Club Road Townhomes, a 60-un

Location

Tax ID#: PIN#:

Project Status

Notes: Denied

Special Use 2024-03	
Submittal Date:	9/4/2024
Planning Board Review:	9/24/2024
Board of Adjustment Review:	
Town Council Hearing Date:	11/19/2024
Approval Date:	

Project Name: **Johnston County Tax ID# 15063037 - Reginald Barnes**

Request: requesting a variance to the Town of Smithfield Unified Develo

Location

Tax ID#: PIN#:

Project Status

Notes:

BOA 2024-05	
Submittal Date:	8/30/2024
Planning Board Review:	
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	8/29/2024

Project Name: **Brightleaf Plaza Sign Variance**

Request: a 10’ sign setback variance to allow a new sign to match the se

Location

Tax ID#: PIN#:

Project Status

Notes:

BOA 2024-06	
Submittal Date:	8/30/2024
Planning Board Review:	
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	8/29/2024

Project Name: **Powell Tract Subd**

Request: 19 Lot SFD

Location

Tax ID#: PIN#:

Project Status

Notes:

Subdivision 2024-05	
Submittal Date:	8/29/2024
Planning Board Review:	10/3/2024
Board of Adjustment Review:	
Town Council Hearing Date:	11/19/2024
Approval Date:	

Project Name: **Hartley Drive Townhomes**

Request: 94 unit TH dev

Location

Tax ID#: PIN#:

Project Status Approved

Notes:

Special Use 2024-01	
Submittal Date:	8/21/2024
Planning Board Review:	8/2/2024
Board of Adjustment Review:	
Town Council Hearing Date:	8/20/2024
Approval Date:	8/20/2024

Project Name: **Remove MF from B-3 District**

Request:

Location

Tax ID#: PIN#:

Project Status Approved

Notes:

Text Amendment 2024-02	
Submittal Date:	8/14/2024
Planning Board Review:	7/11/2024
Board of Adjustment Review:	
Town Council Hearing Date:	7/16/2024
Approval Date:	7/16/2024

Project Name: **400 Brightleaf Blvd Dupree**

Request: Rezone 400 Brightleaf and adjacent residential parcels, 1.21 ac

Location

Tax ID#: 15015033, 15016033, PIN#:

Project Status Approved

Notes:

Map Amendment 2024-06	
Submittal Date:	8/14/2024
Planning Board Review:	7/11/2024
Board of Adjustment Review:	
Town Council Hearing Date:	7/16/2024
Approval Date:	8/13/2024

Project Name: **Stadler Station**

Request: 168 unit apartments

Location

Tax ID#: PIN#:

Project Status Approved

Notes:

Special Use 2024-05	
Submittal Date:	8/12/2024
Planning Board Review:	10/3/2024
Board of Adjustment Review:	
Town Council Hearing Date:	11/19/2024
Approval Date:	11/19/2024

Project Name: **Buffalo Ridge Subdivision**

Request: 210-lot sf subdivision

Location

Tax ID#: PIN#:

Project Status Approved

Notes:

Conditional Zoning 2024-05	
Submittal Date:	7/25/2024
Planning Board Review:	9/5/2024
Board of Adjustment Review:	
Town Council Hearing Date:	9/17/2024
Approval Date:	9/17/2024

Project Name: **Market Street Plaza**

Request: maximum 8’ variance from the 15’ Street Yard requirements of

Location

Tax ID#: PIN#:

Project Status

Notes:

BOA 2024-04	
Submittal Date:	7/22/2024
Planning Board Review:	
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	8/29/2024

Project Name: **606 S 3rd Street**

Request: Rezone from R-8 to O/I

Location

Tax ID#: PIN#:

Project Status

Notes: Denied

Map Amendment 2024-08	
Submittal Date:	7/8/2024
Planning Board Review:	9/5/2024
Board of Adjustment Review:	
Town Council Hearing Date:	9/17/2024
Approval Date:	

Project Name: **Massey Street Subdivision**

Request: zoning for 3 lot subdivision

Location

Tax ID#: PIN#:

Project Status Approved

Notes:

Conditional Zoning 2024-04	
Submittal Date:	7/5/2024
Planning Board Review:	8/1/2024
Board of Adjustment Review:	
Town Council Hearing Date:	8/20/2024
Approval Date:	8/20/2024

Project Name: **Town Place Suites**

Request: new hotel on Equity Drive

Location

Tax ID#: PIN#:

Project Status First Review Complete

Notes:

Site Plan 2024-10	
Submittal Date:	7/2/2024
Planning Board Review:	
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	

Project Name: **Neuse Charter Elementary School**

Request: Construct Elementary School

Location 907 M. Durwood St

Tax ID#: 14057005E PIN#: 260405-19-9924

Project Status Approved

Notes:

Site Plan 24-09	
Submittal Date:	5/21/2024
Planning Board Review:	
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	7/2/2024

Project Name: **Market Street Plaza**

Request: Retail Center

Location 1551 East Market Street

Tax ID#: 15K10023 PIN#:

Project Status Second Review Complete

Notes: Application requires conditional zoning or variance to move forward.

Site Plan 24-08	
Submittal Date:	5/17/2024
Planning Board Review:	
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	

Project Name: **Johnston County Waste Water Plant Building**

Request:

Location 1000 East Huntley Street

Tax ID#: 15O99006 PIN#:

Project Status Approved

Notes:

Site Plan 24-07	
Submittal Date:	5/13/2024
Planning Board Review:	
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	5/29/2024

Project Name: **Driveway Ordinance**

Request:

Location

Tax ID#: PIN#:

Project Status Approved

Notes:

Text Amendment 2024-01	
Submittal Date:	5/3/2024
Planning Board Review:	6/6/2024
Board of Adjustment Review:	
Town Council Hearing Date:	6/18/2024
Approval Date:	6/18/2024

Project Name: **Buffalo Ridge Subdivision**

Request:

Location

Tax ID#: 140001021 PIN#:

Project Status

Notes: 210 Lot SF Subdivision - application denied

Conditional Zoning 2024-03	
Submittal Date:	5/3/2024
Planning Board Review:	6/6/2024
Board of Adjustment Review:	
Town Council Hearing Date:	6/18/2024
Approval Date:	

Project Name: **Watershed overlay map amendment**

Request:

Location

Tax ID#: PIN#:

Project Status Approved

Notes:

Map Amendment 2024-05	
Submittal Date:	5/3/2024
Planning Board Review:	6/6/2024
Board of Adjustment Review:	
Town Council Hearing Date:	6/18/2024
Approval Date:	6/18/2024

Project Name: **CarMax**

Request: Dealership and Auction

Location

Tax ID#: 15L10061 PIN#:

Project Status Second Review Complete

Notes:

Site Plan 24-06	
Submittal Date:	4/24/2024
Planning Board Review:	
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	

Project Name: **Wellons Woods**

Request: 44 lot single family subdivision

Location

Tax ID#: 15049017 15049014 PIN#:

Project Status Withfdrawn

Notes: Tabled by applicant

Subdivision 2024-03	
Submittal Date:	4/23/2024
Planning Board Review:	
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	

Project Name: **Local 70**

Request: Mixed Use PUD with 627 dwelling units consisting of 324 multi

Location

Tax ID#: 14057011X, 14057011 PIN#:

Project Status Approved

Notes:

Conditional Zoning 2024-02	
Submittal Date:	4/22/2024
Planning Board Review:	5/2/2024
Board of Adjustment Review:	
Town Council Hearing Date:	5/21/2024
Approval Date:	5/21/2024

Project Name: **Johnston County**

Request: rezone R20A to O/I

Location

Tax ID#: 15L11014A 15L11014E PIN#:

Project Status Approved

Notes:

Map Amendment 2024-02	
Submittal Date:	4/5/2024
Planning Board Review:	5/2/2024
Board of Adjustment Review:	
Town Council Hearing Date:	5/21/2024
Approval Date:	5/21/2024

Project Name: **Heavner Properties**

Request: Rezone 9.61 acres from R-10/R-20A to R-8

Location

Tax ID#: 15K09010A,15K09010 PIN#:

Project Status Approved

Notes:

Map Amendment 2024-04	
Submittal Date:	4/5/2024
Planning Board Review:	5/2/2024
Board of Adjustment Review:	
Town Council Hearing Date:	5/21/2024
Approval Date:	5/21/2024

Project Name: **Hillcrest-Poplar-Riverdale**

Request: 11 lot subdivision

Location

Tax ID#: 15083049B PIN#: 169406-48-0447

Project Status Approved

Notes:

Subdivision 2024-02	
Submittal Date:	3/27/2024
Planning Board Review:	4/4/2024
Board of Adjustment Review:	
Town Council Hearing Date:	4/16/2024
Approval Date:	4/16/2024

Project Name: **Equipment Share - 1515 S. Brightleaf Blvd**

Request: Develop an equpmnet rental facility

Location

Tax ID#: PIN#:

Project Status In First Review

Notes:

Site Plan 2024-05	
Submittal Date:	3/24/2024
Planning Board Review:	
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	

Project Name: **Express Oil Change**

Request: Site Plan Approval

Location 1266 North Bright Leaf Boulevard

Tax ID#: 14074013A PIN#: 260414-44-7577

Project Status Withfdrawn

Notes:

Site Plan 24-04	
Submittal Date:	3/3/2024
Planning Board Review:	
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	

Project Name: **SST Annexation**

Request: Annexation of Samet Property

Location

Tax ID#: 15077033C PIN#:

Project Status Approved

Notes:

Annexation 2024-01	
Submittal Date:	3/1/2024
Planning Board Review:	
Board of Adjustment Review:	
Town Council Hearing Date:	5/21/2024
Approval Date:	5/21/2024

Project Name: **Hollys Open Air Market**

Request: 15' Variance for Gas Canopy

Location 716 South Brightleaf Boulevard

Tax ID#: 15041023 PIN#: 169306-48-0172

Project Status Approved

Notes: April BOA Meeting

Variance 2024-03	
Submittal Date:	3/1/2024
Planning Board Review:	
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	4/25/2024

Project Name: **937 N BRIGHTLEAF**

Request: 8' SIDE YARD VARIANCE

Location 937 North Brightleaf Boulevard

Tax ID#: 15007001 PIN#: 260413-13-3627

Project Status Approved

Notes:

Variance BA-24-01	
Submittal Date:	2/20/2024
Planning Board Review:	
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	3/25/2024

Project Name: **Airport Industrial Park Lot 13**

Request: Additional Building & Improvements with stormwater SCM

Location 55 Airport Industri Drive

Tax ID#: 15J08017P PIN#: 168500-40-5363

Project Status Approved

Notes:

Site Plan 2024-03	
Submittal Date:	2/7/2024
Planning Board Review:	
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	8/6/2024

Project Name: **CarMax Conditional Rezoning**

Request: B-3 Conditonal Rezoning

Location 1331 Outlet Center Drive

Tax ID#: 15L10061 PIN#: 27577

Project Status Approved

Notes:

Conditional Zoning 2024-01	
Submittal Date:	2/2/2024
Planning Board Review:	3/7/2024
Board of Adjustment Review:	
Town Council Hearing Date:	3/19/2024
Approval Date:	3/19/2024

Project Name: **Bulldog Harley-Davison**

Request: Site and Store renovation

Location 1043 Outlet Center Drive

Tax ID#: 15074012R PIN#: 27577

Project Status Approved

Notes:

Site Plan 2024-02	
Submittal Date:	2/1/2024
Planning Board Review:	
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	3/25/2024

Project Name: **Lynn's Automotive Repair**

Request: Site Improvements and Building reuse

Location 559 West Market Street

Tax ID#: 15080062D PIN#: 27577

Project Status Approved

Notes:

Site Plan 2024-01	
Submittal Date:	1/17/2024
Planning Board Review:	
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	5/17/2024

Project Name: **Jubilee Creek Subdivision**

Request: 7-lot subdivision

Location

Tax ID#: PIN#: 167300-68-6746

Project Status Approved

Notes:

Subdivision 2023-01	
Submittal Date:	12/18/2023
Planning Board Review:	3/7/2024
Board of Adjustment Review:	
Town Council Hearing Date:	4/16/2024
Approval Date:	4/16/2024

Project Name: **Johnston County Neuse River Pump Station**

Request: new replacement pump station

Location

Tax ID#: 15J10015J PIN#: 168319-60-6281

Project Status Approved

Notes:

Site Plan 2023-13	
Submittal Date:	12/18/2023
Planning Board Review:	
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	1/22/2024

Project Name: **SCC Real Estate**

Request: Contractor Building and Yard

Location

Tax ID#: 15079005G PIN#:

Project Status Approved

Notes:

Site Plan SP-23-11	
Submittal Date:	12/1/2023
Planning Board Review:	
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	8/1/2024

Project Name: **Smithfield Venue - 230 N Equity Dr**

Request: Reuse of building as an event venue

Location 230 North Equity Drive

Tax ID#: 15008045C. PIN#: 260417-20-2951

Project Status Approved

Notes:

Site Plan 2023-12	
Submittal Date:	11/15/2023
Planning Board Review:	
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	2/1/2024

Project Name: **96 Gulf Stream Court Industrial**

Request: Site Plan review

Location 96 Gulfstream Court

Tax ID#: 15079005D PIN#: 168510-47-8027

Project Status Approved

Notes:

Site Plan 2023-10	
Submittal Date:	10/25/2023
Planning Board Review:	
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	1/8/2024

Project Name: **Rapid Response Electric**

Request: Site plan review for expansion

Location 228 Tyler Drive

Tax ID#: 15J11023N PIN#: 168206-38-3045

Project Status Approved

Notes:

Site Plan 2023-09	
Submittal Date:	10/19/2023
Planning Board Review:	
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	1/23/2024

Project Name: **JCC Greenhouses**

Request:

Location 1240 East Market Street

Tax ID#: 15L11005N PIN#: 169308-89-4088

Project Status Approved

Notes:

Site Plan 2023-08	
Submittal Date:	10/5/2023
Planning Board Review:	
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	10/6/2023

Project Name: **Johnson's Tire & Auto**

Request: Rezoning form R-20A to B-3

Location 267 NC Hwy 210

Tax ID#: 15076014 PIN#: 168400-93-3800

Project Status Approved

Notes: Rezones a .5 acre portion of 1.5 acre tract of land

Map Amendment 2023-02	
Submittal Date:	8/4/2023
Planning Board Review:	9/7/2023
Board of Adjustment Review:	
Town Council Hearing Date:	10/2/2023
Approval Date:	10/2/2023

Project Name: **Slim Chickens**

Request: Free Standing Restaurant

Location 1311 North Brightleaf Boulevard

Tax ID#: 14074019A PIN#: 260411-55-9256

Project Status Approved

Notes: Under Construction

Site Plan 2023-07	
Submittal Date:	7/18/2023
Planning Board Review:	
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	8/9/2023

Project Name: **Buffalo Road Subdivision**

Request: 222 unit subdivision

Location Buffalo Road

Tax ID#: 14A03005 PIN#: 260412-06-3802

Project Status Approved

Notes: TC tabled to the March TC meeting

Conditional Zoning 2023-01	
Submittal Date:	6/30/2023
Planning Board Review:	11/2/2023
Board of Adjustment Review:	
Town Council Hearing Date:	1/23/2024
Approval Date:	7/9/2024

Project Name: **Johnston County / Yelverton Grove Road Rezoning**

Request: Rezone 49.02 acers from R-20A to OI

Location Yelverton Grov

Tax ID#: 15L11012 PIN#: 260300-46-7578

Project Status Approved

Notes: Planning Board Reccomends Approval

Map Amendment 2023-01	
Submittal Date:	6/2/2023
Planning Board Review:	7/13/2023
Board of Adjustment Review:	
Town Council Hearing Date:	8/1/2023
Approval Date:	8/1/2023

Project Name: **Sidewalk Fee in lieu of**

Request: Amend Article 2 to create a sidewalk fee in lieu of option

Location

Tax ID#: PIN#:

Project Status In First Review

Notes: Town Council tabled discussion to future workshop

Text Amendment 2023-07	
Submittal Date:	6/2/2023
Planning Board Review:	7/13/2023
Board of Adjustment Review:	
Town Council Hearing Date:	8/1/2023
Approval Date:	

Project Name: **Big Dan's Car Wash**

Request: Car wash tunnel

Location 100 Smithfield Cros

Tax ID#: 15008045Y PIN#: 260305-09-6780

Project Status Approved

Notes: Old Checkers Site

Site Plan 2023-06	
Submittal Date:	6/1/2023
Planning Board Review:	
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	9/15/2023

Project Name: **Cox Automotive Addition**

Request: Open canopy addition to building

Location

Tax ID#: PIN#:

Project Status Approved

Notes:

Site Plan 2023-05	
Submittal Date:	5/22/2023
Planning Board Review:	
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	5/22/2023

Project Name: **General Design Standards**

Request: Article 2,10 and Appendix A

Location

Tax ID#: PIN#:

Project Status In First Review

Notes: Town Council tabled discussion to future workshop

Text Amendment 2023-06	
Submittal Date:	5/1/2023
Planning Board Review:	5/4/2023
Board of Adjustment Review:	
Town Council Hearing Date:	7/11/2023
Approval Date:	11/19/2024

Project Name: **Airport Industrial Lot 4**

Request: 8000 sq ft Industrial Flex Space

Location 154 Airport Ind Drive

Tax ID#: 15J08017H PIN#: 68500-04-6994

Project Status Approved

Notes: Under Construction

Site Plan 2023-04	
Submittal Date:	4/19/2023
Planning Board Review:	
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	6/9/2023

Project Name: **Westerman Place Sub'd**

Request: variance to create a lot on a private easement

Location 350 Westerman Place

Tax ID#: 15I07040 PIN#: 167500-74-2102

Project Status Approved

Notes: 10.110.1.4.4,10.110.1.4.4.1 and 10.110.1.4.4.2 to allow a 6.77-acre lot on an access easement

Variance 2023-05	
Submittal Date:	4/7/2023
Planning Board Review:	
Board of Adjustment Review:	4/27/2023
Town Council Hearing Date:	
Approval Date:	4/27/2023

Project Name: **Home2Suites**

Request: 98 Room Hotel

Location 180 Towne Center Place

Tax ID#: 15L11001H PIN#: 260305-08-8796

Project Status Approved

Notes: Construction Emminent

Site Plan 2023-03	
Submittal Date:	3/17/2023
Planning Board Review:	
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	6/22/2023

Project Name: **Ram Rent-All**

Request: Free standing storage building

Location 804 North Brightleaf Boulevard

Tax ID#: 15006010 PIN#: 260413-02-1766

Project Status Approved

Notes: 1,800 square foot metal building

Site Plan 2023-04	
Submittal Date:	2/10/2023
Planning Board Review:	
Board of Adjustment Review:	3/30/2023
Town Council Hearing Date:	
Approval Date:	4/13/2023

Project Name: **Perfect Ride**

Request: Variance from Street Yard, Paking lot trees, Parking lot striping

Location 721 North Brightleaf Boulevard

Tax ID#: 15006006 PIN#: 169416-92-9618

Project Status

Notes: Denied by TOSBOA

Variance 2023-03	
Submittal Date:	2/3/2023
Planning Board Review:	
Board of Adjustment Review:	2/23/2023
Town Council Hearing Date:	
Approval Date:	

Project Name: **Deacon Jones Automotive**

Request: Exemption from parking lot striping

Location 1109 North Brighleaf Boulevard

Tax ID#: 15004022 PIN#: 260413-24-1290

Project Status

Notes: Denied by TOSBOA

Variance 2023-02	
Submittal Date:	1/12/2023
Planning Board Review:	
Board of Adjustment Review:	2/23/2023
Town Council Hearing Date:	
Approval Date:	

Project Name: **Deacon Jones Automotive**

Request: Exceed the maximum of four wall signs for a total of six

Location 1109 North Brightleaf Boulevard

Tax ID#: 15004022 PIN#: 260413-24-1290

Project Status Approved

Notes: Approved by TOSBOA

Variance 2023-01	
Submittal Date:	1/6/2023
Planning Board Review:	
Board of Adjustment Review:	1/26/2023
Town Council Hearing Date:	
Approval Date:	

Project Name: **Country Club Road Townhomes**

Request: 60 unit TH Dev

Location

Tax ID#: PIN#:

Project Status

Notes:

Special Use 24-03	
Submittal Date:	8/1/124
Planning Board Review:	9/5/2024
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	

Project Name: **Marin Woods Phase 2 Final Plat**

Request: Remainer of development

Location

Tax ID#: PIN#:

Project Status Approved

Notes:

Subdivision 2021-03	
Submittal Date:	
Planning Board Review:	
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	9/23/2024

Project Name: **Hartley Drive Townhomes**

Request: SUP for 94 lot townhome development

Location

Tax ID#: PIN#:

Project Status

Notes:

Special Use 2024-01	
Submittal Date:	
Planning Board Review:	8/1/2024
Board of Adjustment Review:	
Town Council Hearing Date:	8/20/2024
Approval Date:	

Project Name: **Country Club Road Townhomes**

Request: SUP for 60 lot townhome development

Location

Tax ID#: 15J11023 PIN#:

Project Status

Notes:

Special Use 2024-03	
Submittal Date:	
Planning Board Review:	9/5/2024
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	

Project Name: **Village on the Neusae**

Request:

Location

Tax ID#: PIN#:

Project Status Withfdrawn

Notes:

Map Amendment 2024-07	
Submittal Date:	
Planning Board Review:	
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	

Project Name: **Johnston Animal Hospital Sign**

Request:

Location

Tax ID#: PIN#:

Project Status

Notes:

BOA 2024-08	
Submittal Date:	
Planning Board Review:	
Board of Adjustment Review:	12/18/2024
Town Council Hearing Date:	
Approval Date:	

Project Name: **Smithfield West**

Request: Site and Stormwater

Location

Tax ID#: PIN#:

Project Status In First Review

Notes:

Site Plan 2024-12	
Submittal Date:	
Planning Board Review:	
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	

Project Name: **JCC Repaving**

Request: Site and Stormwtaer

Location

Tax ID#: PIN#:

Project Status In First Review

Notes:

Site Plan 2024-13	
Submittal Date:	
Planning Board Review:	
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	

Project Name: **Gates Concrete**

Request: Site and Stormwater

Location

Tax ID#: PIN#:

Project Status In First Review

Notes:

Site Plan 2024-14	
Submittal Date:	
Planning Board Review:	
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	

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

Permits Issued for November 2024

		Permit Fees	Permits Issued
Zoning	Land Use	$700.00	7
Subdivisions	Major Subdivision	$225.00	3
Site Plan	Minor Site Plan	$475.00	10
Zoning	Sign	$250.00	5
Zoning	Wireless Communication (Small Cell)	$50.00	1
Zoning	Single Family & Two Family Zoning	$25.00	1
ROW Encroachment	Right of Way Encroachment	$300.00	1
	Report Period Total:	$1,650.00	28
	Fiscal YTD Total:	$19,150.00	314

Permit#	Permit Type	Sub Type	Address	File Open Date	Fees
ROW24-00000	ROW Encroachment	ROW Encroachment		11/26/2024	300
SP24-000165	Site Plan	Minor Site Plan	708 Rock Pillar Road	11/01/2024	25
SP24-000166	Site Plan	Minor Site Plan	414 North Twelfth Street	11/01/2024	25
SP24-000167	Site Plan	Minor Site Plan	141 Stephenson Drive	11/04/2024	25
SP24-000168	Site Plan	Minor Site Plan	1045 North Lakeside Drive	11/06/2024	25
SP24-000169	Site Plan	Minor Site Plan	102 Phillips Street	11/14/2024	25
SP24-000171	Site Plan	Minor Site Plan	412 Packing Plant Road	11/19/2024	25
SP24-000172	Site Plan	Minor Site Plan	1209 West Market Street	11/21/2024	100
SP24-000173	Site Plan	Major Site Plan	170 West Saltgrass Lane	11/22/2024	25
SP24-000174	Site Plan	Minor Site Plan	170-182 Golden Arms Way	11/25/2024	100
SP24-000175	Site Plan	Major Site Plan	142-172 North Finley Landing Parkway	11/25/2024	150
SP24-000176	Site Plan	Minor Site Plan	163-181 North Finley Landing Parkway	11/25/2024	100
SP24-000177	Site Plan	Major Site Plan	127-133 North Finley Landing Parkway	11/25/2024	50
SP24-000178	Site Plan	Minor Site Plan	540 Ogburn Road	11/25/2024	25
Z24-000141	Zoning	Wireless Communicat	46 Bradford Street	11/01/2024	50
Z24-000142	Zoning	Sign	1025 Outlet Center Drive 905	11/01/2024	50
Z24-000144	Zoning	Land Use	128 Airport Industrial Rd Unit B	11/06/2024	100
Z24-000145	Zoning	Land Use	2104 South Brightleaf Boulevard	11/12/2024	100
Z24-000146	Zoning	Sign	1317-A North Brightleaf Boulevard	11/13/2024	50
Z24-000147	Zoning	Sign	2110 South Brightleaf Boulevard	11/14/2024	50
Z24-000148	Zoning	Land Use	128-D Airport Industrial Drive	11/14/2024	100
Z24-000149	Zoning	Land Use	150-G and H South Equity Drive	11/15/2024	100
Z24-000151	Zoning	Land Use	1025 Outlet Center Drive	11/20/2024	100
Z24-000152	Zoning	Sign	259 Venture Drive Units A &F	11/21/2024	50
Z24-000153	Zoning	Sign	833A Brightleaf Boulevard	11/21/2024	50
Z24-000154	Zoning	Single Family & Two F	102 Shady Lane	11/21/2024	25
Z24-000155	Zoning	Land Use	1025 Outlet Center Drive	11/25/2024	100
Z24-000156	Zoning	Land Use	1230 North Brightleaf Boulevard	11/25/2024	100

SMITHFIELD POLICE DEPARTMENT
110 S. Fifth Street • Smithfield, NC 27577
Phone: (919) 934-2121 • Fax: (919) 934-0223

MONTHLY STATISTICS

MONTH ENDING November 30, 2024

	MONTHLY TOTAL	*YEAR TO DATE TOTAL*
CALLS FOR SERVICE	**1668**	**18646**
INCIDENT REPORTS TAKEN	**111**	**1296**
BURGLARY	**3**	**34**
CASES CLOSED	**79**	**949**
ACCIDENT REPORTS	**92**	**939**
ARREST REPORTS TAKEN	**85**	**838**
DRUGS	**13**	**182**
DWI	**4**	**54**
CITATIONS ISSUED	**141**	**1844**
PARKING/PAID	**35/7**	**828/184**
SPEEDING	**5**	**96**
NOL/DWLR	**61**	**681**
FICT/CNCL/REV REG CARD/TAG	**23**	**230**

REPORTED UCR OFFENSES FOR THE MONTH OF NOVEMBER 2024

PART I CRIMES	November 2023	November 2024	+/-	Percent Changed	Year-To-Date 2023	Year-To-Date 2024	+/-	Percent Changed
MURDER	0	0	0	N.C.	1	1	0	0%
RAPE	0	1	1	N.C.	3	2	-1	-33%
ROBBERY	1	1	0	0%	6	8	2	33%
Commercial	0	0	0	N.C.	1	4	3	300%
Individual	1	1	0	0%	5	4	-1	-20%
ASSAULT	1	4	3	300%	35	51	16	46%
* VIOLENT *	2	6	4	200%	45	62	17	38%
BURGLARY	2	3	1	50%	41	38	-3	-7%
Residential	2	1	-1	-50%	20	19	-1	-5%
Non-Resident.	0	2	2	N.C.	21	19	-2	-10%
LARCENY	41	29	-12	-29%	370	329	-41	-11%
AUTO THEFT	1	1	0	0%	21	25	4	19%
ARSON	0	0	0	N.C.	2	1	-1	-50%
* PROPERTY *	44	33	-11	-25%	434	393	-41	-9%
PART I TOTAL:	46	39	-7	-15%	479	455	-24	-5%
PART II CRIMES								
Drug	11	19	8	73%	142	193	51	36%
Assault Simple	13	14	1	8%	119	116	-3	-3%
Forgery/Counterfeit	1	2	1	100%	16	17	1	6%
Fraud	4	4	0	0%	81	65	-16	-20%
Embezzlement	1	0	-1	-100%	8	11	3	38%
Stolen Property	0	1	1	N.C.	3	9	6	200%
Vandalism	4	3	-1	-25%	49	61	12	24%
Weapons	1	2	1	100%	7	12	5	71%
Prostitution	0	0	0	N.C.	0	0	0	N.C.
All Other Sex Offens	1	0	-1	-100%	2	4	2	100%
Gambling	0	0	0	N.C.	0	0	0	N.C.
Offn Agnst Faml/Chld	0	2	2	N.C.	1	8	7	700%
D. W. I.	4	3	-1	-25%	47	55	8	17%
Liquor Law Violation	0	0	0	N.C.	2	4	2	100%
Disorderly Conduct	0	0	0	N.C.	6	7	1	17%
Obscenity	0	0	0	N.C.	0	1	1	N.C.
Kidnap	1	0	-1	-100%	3	1	-2	-67%
Human Trafficking	0	0	0	N.C.	0	0	0	N.C.
All Other Offenses	10	22	12	120%	270	245	-25	-9%
PART II TOTAL:	51	72	21	41%	756	809	53	7%
GRAND TOTAL:	97	111	14	14%	1235	1264	29	2%

N.C. = Not Calculable

Town of Smithfield

Fire Department

November 2024

I. Statistical Section

	Nov.
Confirmed Structure Fires	**8**
EMS Responses	**157**
Misc./Other Calls	**40**
Mutual Aid Calls	**11**
TOTAL EMERGENCY RESPONSES	**262**

	Nov.	YTD
Fire Inspections	79	783
Public Fire Education Programs	3	37
# Of Children Educated	813	4,966
# Of Adults Educated	613	1,782
Plans Review Construction/Renovation Projects	15	218
Fire Department Permits reviewed / Issued	37	365
Business Preplans	0	0
Fire Related Injuries & Deaths	0	0
# Of Civilian Deaths	0	0
# Of Civilian Injuries	0	0

II. Major Revenues

	Nov.	YTD
Inspections	$700.00	$10,609.00
Fire Recovery USA	$873.60	$20,485.59

III. Personnel Update:

Continuous Part-time positions available, 19 p/t positions currently filled including the p/t fire inspector. Promotion of 1 Fire Engineer.

IV. Narrative of monthly departmental activities:

- Squad was in-service 8 of 21 days
- Total Training Hours for November = 291 hours
- Website Updating (Continuing)

- Command Staff Meeting.
- Follow-ups and Re-inspections.
- Capital Budget Planning
- Hospital Inspection
- Touch a Truck
- Fire Investigation Training
- Pub Ed Material restocking and Inventory

V. Upcoming Plans

- Complete Open inspections
- Meet with County on Buildings with Challenging Issues and permit problems
- Exit/Emergency Light testing guide to be completed and provided for large occupancies.
- Amazon Annual Inspection

Town of Smithfield
Public Works Appearance Division
Cemetery, Landscapes, and Grounds Maintenance
Buildings, Facilities, and Sign Division
Monthly Report
November 30, 2024

I. Statistical Section

2 Burials

0 Works Orders – Buildings & Facilities Division

53 Work Orders – Grounds Division

19 Work Orders – Sign Division

II. Major Revenues

Sunset Cemetery Lot Sales:	$ 0
Riverside Ext Cemetery Lot Sales:	$ 0
Grave Opening Fees:	$1,550.00
Total Revenue:	$1,550.00

III. Major Expenses for the Month:

Paid Craft digging Service $1,2000.00 for grave opening at town's cemetery.
Paid Mosca Designs $2,095.00 for bulbs and sockets for angels.

IV. Personnel Update:

No new hire for the month of Nov.

V. Narrative of monthly departmental activities:

The overall duties include daily maintenance on cemeteries, landscapes, right-of-ways, buildings, and facilities.

Town of Smithfield
Public Works Department
November 30, 2024

114 Total Work Orders completed by the Public Works Department

2 Burials, at $775.00 each = $1,550.00

0 Cremation Burial, $475.00 each = $0

$0 Sunset Cemetery Lot Sales

$0. Riverside Extension Cemetery Lot Sales

412.05 tons of household waste collected

204.00 tons of yard waste collected

2.69 tons of recycling collected

0 gallons of used motor oil were recycled

0 scrap tires were recycled

Town of Smithfield
Public Works Fleet Maintenance Division
Monthly Report
Nov. 30, 2024

I. Statistical Section

_2_ Preventive Maintenances

_0_ North Carolina Inspections

_10_ 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 shop employee performed preventive maintenance on all Town owned generators. Public safety was on Glucose with Jamie Pearce.

Town of Smithfield
Public Works Drainage/Street Division
Monthly Report
Nov. 30, 2024

I. Statistical Section

- **a.** All catch basins in problem areas were cleaned on a weekly basis
- **b.** 0 Work Orders – 0 Tons of Asphalt was placed in 0 utility cuts, 0 gator areas and 0 overlay.
- **c.** 0 Work Order – 0 Linear Feet Drainage Pipe installed.
- **d.** 0 Work Orders - 0 Linear Feet of ditches were cleaned
- **e.** 10 Work Orders – 500 lbs. of Cold Patch was used for 12 Potholes.

II. Major Revenues

None for the month

III. Major Expenses for the Month:

Paid Wayne Denton $9,200.00 demotion and repair 40x10 asphalt at 18 Aspen DR.
Paid Wayne Denton $ 10,600.00 for asphalt 40x6 curb and gutter repair at 304 Ash St.

IV. Personnel Update:

No new hire for the month of Nov.

V. Narrative of monthly departmental activities:

The Public Works Department delivered traffic cones & event containers to. Jo Co career expo, Touch a truck Event, Christmas Bazar, Gobble Woddle Carolina Pottery Black Friday Sale. Safety meeting on Blood glucose with Jamie Pearce

SMITHFIELD NORTH CAROLINA

Reporting

11/01/2024 - 11/30/2024 | Last Month

Work Orders | Asset Health | Reporting Details

Recent Activity | Export Data | Custom Dashboards

J.B. Young | Due Date | Category | + Add Filter | Reset Filters

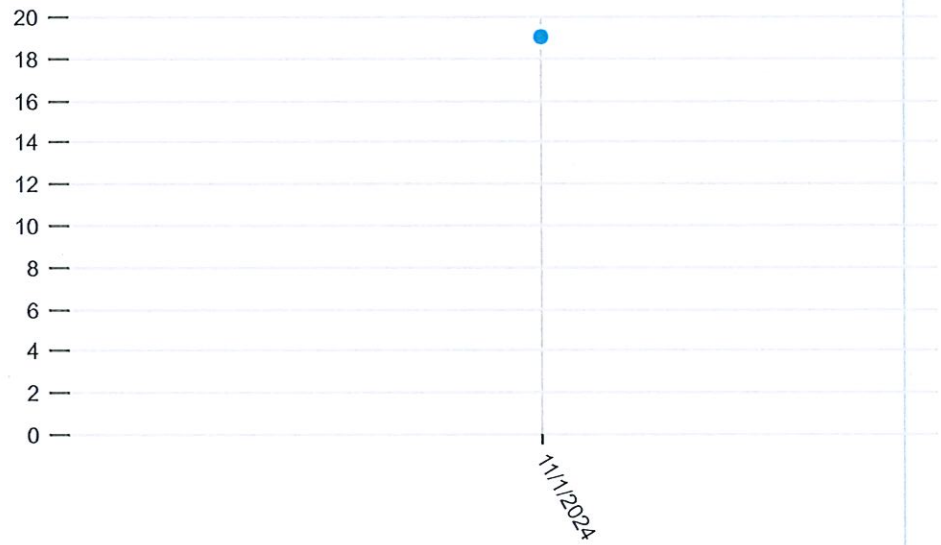
- Work Orders 17
- Purchase Orders
- Reporting
- Requests
- Assets
- Messages
- Categories
- Parts Inventory
- Library
- Meters
- Automations
- Locations
- Teams / Users
- Vendors

Work Orders

Created vs. Completed

+ Add to Dashboard

19	19	100.0%
Created	Completed	Percent Completed



Work Orders by Type

0	19	0	0.0%
Preventive	Reactive	Other	Total Preventive Ratio

Support

Lawrence Davis
Settings

Work Orders List for 11/01/2024 - 11/30/2024

WORK ORDER INFO	LOCATION & ASSET	DUE & STATUS	TIME & COST		PROCEDURE ANSWERS
#4229 **Pothole** Type: Reactive Signage J.B. Young	Appearance Division	✓ Done Completed by J.B. Young on 11/01/2024	Total Time Costs Total Time **Total Costs**	$2.04 8m 10s **$2.04**	
#4230 **Pothole** Type: Reactive Signage J.B. Young	Appearance Division	✓ Done Completed by J.B. Young on 11/01/2024	Total Time Costs Total Time **Total Costs**	$2.20 8m 47s **$2.20**	
#4231 **Pothole** Type: Reactive Signage J.B. Young	Appearance Division	✓ Done Completed by J.B. Young on 11/01/2024	Total Time Costs Total Time **Total Costs**	$3.17 12m 40s **$3.17**	
#4244 **Faded stopsign** Type: Reactive Signage J.B. Young	Appearance Division	✓ Done Completed by J.B. Young on 11/05/2024	Total Time Costs Total Time **Total Costs**	$4.12 16m 28s **$4.12**	
#4246 **Faded stopsign & 4-way sign** Type: Reactive Signage	Appearance Division	✓ Done Completed by J.B. Young on 11/05/2024	Total Time Costs Total Time **Total Costs**	$5.65 22m 35s **$5.65**	

WORK ORDER INFO	LOCATION & ASSET	DUE & STATUS	TIME & COST		PROCEDURE ANSWERS
J.B. Young					
#4251 **Potholes** Type: Reactive Signage J.B. Young	Appearance Division	✓ Done Completed by J.B. Young on 11/05/2024	Total Time Costs Total Time **Total Costs**	$5.88 23m 30s **$5.88**	
#4253 **Pothole** Type: Reactive Signage J.B. Young	Appearance Division	✓ Done Completed by J.B. Young on 11/05/2024	Total Time Costs Total Time **Total Costs**	$2.06 8m 14s **$2.06**	
#4262 **Faded stopsign** Type: Reactive Signage J.B. Young	Appearance Division	✓ Done Completed by J.B. Young on 11/07/2024	Total Time Costs Total Time **Total Costs**	$6.54 26m 9s **$6.54**	
#4263 **Pothole** Type: Reactive Signage J.B. Young	Appearance Division	✓ Done Completed by J.B. Young on 11/07/2024	Total Time Costs Total Time **Total Costs**	$3.90 15m 37s **$3.90**	
#4265 **Pothole** Type: Reactive Signage J.B. Young	Appearance Division	✓ Done Completed by J.B. Young on 11/07/2024	Total Time Costs Total Time **Total Costs**	$2.55 10m 13s **$2.55**	
#4300 **Stopsign torn down** Type: Reactive	Appearance Division	✓ Done Completed by J.B. Young on 11/19/2024	Total Time Costs Total Time	$6.35 25m 23s	

WORK ORDER INFO	LOCATION & ASSET	DUE & STATUS	TIME & COST		PROCEDURE ANSWERS
Signage J.B. Young			**Total Costs**	**$6.35**	
#4301 **Faded street blades & stopsign** Type: Reactive Signage J.B. Young	Appearance Division	✓ Done Completed by J.B. Young on 11/19/2024	Total Time Costs Total Time **Total Costs**	$25.70 1h 42m 48s **$25.70**	
#4316 **2 hr parking sign torn down** Type: Reactive Signage J.B. Young	Appearance Division	✓ Done Completed by J.B. Young on 11/25/2024	Total Time Costs Total Time **Total Costs**	$6.96 27m 51s **$6.96**	
#4319 **Faded stopsign** Type: Reactive Signage J.B. Young	Appearance Division	✓ Done Completed by J.B. Young on 11/25/2024	Total Time Costs Total Time **Total Costs**	$7.22 28m 53s **$7.22**	
#4327 **Stopsign leaning** Type: Reactive Signage J.B. Young	Appearance Division	✓ Done Completed by J.B. Young on 11/26/2024	Total Time Costs Total Time **Total Costs**	$3.38 13m 32s **$3.38**	
#4329 **Stopsign leaning** Type: Reactive Signage J.B. Young	Appearance Division	✓ Done Completed by J.B. Young on 11/26/2024	Total Time Costs Total Time **Total Costs**	$2.85 11m 23s **$2.85**	

WORK ORDER INFO	LOCATION & ASSET	DUE & STATUS	TIME & COST		PROCEDURE ANSWERS
#4332 **Pothole** Type: Reactive Signage J.B. Young	Appearance Division	✓ Done Completed by J.B. Young on 11/27/2024	Total Time Costs Total Time **Total Costs**	$5.99 23m 58s **$5.99**	
#4334 **Pothole** Type: Reactive Signage J.B. Young	Appearance Division	✓ Done Completed by J.B. Young on 11/27/2024	Total Time Costs Total Time **Total Costs**	$2.63 10m 30s **$2.63**	
#4335 **Pothole** Type: Reactive Signage J.B. Young	Appearance Division	✓ Done Completed by J.B. Young on 11/27/2024	Total Time Costs Total Time **Total Costs**	$4.47 17m 52s **$4.47**	

Signed off by

Date

Town of Smithfield
Public Works Sanitation Division
Monthly Report
November 30, 2024

I. Statistical Section

The Division collected from approximately 4,347 homes, 4 times during the month

- **a.** Sanitation forces completed 40 work orders
- **b.** Sanitation forces collected tons 412.05 of household waste
- **c.** Sanitation forces disposed of loads 102 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 0 scrap tires that was collected at Convenient Site Center
- **g.** Recycling forces collected 2.69 tons of recyclable plastic
- **h.** Recycled 3,720 lbs. of cardboard material from the Convenient Site Center
- **i.** A total of 0 gals of Anti-freeze 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 $0.00 from Sonoco Products for cardboard material
- **b.** Sold 0 lbs. of aluminum cans for $0.00
- **c.** Sold 0 lbs. of shredder steel for $ 0.00 to Foss

III. Major Expenses for the Month:

Spain Farms Nursery was paid $ 3,876.00 for disposal of yard waste and debris. Amick Equipment Co. was paid $1,876.24 for rotator bucket on TK #320. Inline Fluid Power/Parker was paid $505.92 for 228 hose and fittings for TK #305. Rehig Pacific Co. was paid $16,500 for new trash cans.

IV. Personnel Update: There has been no new hires.

The Public Works Department Hired 3 new employees Clifton Eason (Appearance) William Butler (Appearance) Queltic Gullat (Drainage)

V. Narrative of monthly departmental activities: The Public Works department worked closely with Downtown Development by providing traffic control devices for the tree lighting events.

Public Works Safety Training was on "Glucose" With Jamie Pearce.

Community Service Workers worked 8 Hrs.

Town of Smithfield
Public Works Storm Water Division
Monthly Report
November 30, 2024

I. Statistical Section

II. Major Revenues

None

III. Major Expenses for the Month:

Paid Southern Vac $2,512.03 Ravo street sweeper parts plus freight

IV. Personnel Update:

None

V. Narrative of monthly departmental activities:

Street Sweep and storm drain cleaning and repair.

V. The Public Works safety meeting was on "Blood glucose " with Jaime Pearce with Wellness Works.

SMITHFIELD
PARKS AND RECREATION

MONTHLY REPORT FOR NOVEMBER, 2024

PROGRAMS SATISTICS	November, 2024	24/25 FY	November, 2023	23/24 FY YTD
NUMBER OF PROGRAMS	10	49	6	48
TOTAL ATHLETICS PARTICIPANTS	535	3,447	306	1,743
TOTAL NON/ATHLETIC PARTICIPANTS	576	2,968	110	2,806
NUMBER OF GAMES PLAYED	23	733	0	101
TOTAL NUMBER OF PLAYERS (GAMES)	920	15,557	0	4540
NUMBER OF PRACTICES	8	298	63	405
TOTAL NUMBER OF PLAYER(S) PRACTICES	257	4,836	636	5,034
SARAH YARD CENTER VISITS	139	672	115	672

	November, 2024	24/25 FY YTD	November, 2023	23/24 FY YTD
PARKS RENTALS	13	174	26	243
USERS (PARKS RENTALS)	657	21,290	900	12,613
TOTAL UNIQUE CONTACTS	**2,549**	**45,323**	**1,761**	**25,665**

FINANCIAL STATISCTICS	November, 2024	24/25 FY YTD	November, 2023	23/24 FY YTD
PARKS AND RECREATION REVENUES	$ 5,940.00	$ 76,010.00	$ 1,967.00	$ 43,110.00
PARKS AND RECREATON EXPENDITURES (OPERATIONS)	$ 99,133.00	$ 457,406.00	$ 77,060.00	$ 365,772.00
PARKS AND RECREATION EXPENDITURES (CAPITAL OUTLAY EQUIP)	$ 110.00	$ 8,861.00	$ 38,306.00	$ 56,965.00
SARAH YARD CENTER EXPENDITURES (OPERATIONS)	$ 2,534.00	$ 13,137.00	$ 2,533.00	$ 12,938.00
SARAH YARD CENTER EXPENDITURES (CAPITAL OUTLAY EQUIP)	$ -	$ 4,300.00	$ 7,475.00	$ 7,475.00

HIGHLIGHTS:
Youth Basketball - 361 participants
Youth Pre-Season Basketball Camp - 18 Participants
Swimsgiving

SRAC MONTHLY REPORT FOR NOVEMBER, 2024

PROGRAMS SATISTICS	November, 2024	24/25 FY YTD	November, 2023	23/24 FY YTD
NUMBER OF PROGRAMS	18	89	18	84
TOTAL CONTACT WITH PROGRAM PARTICIPANTS	792	8012	1,401	16,429

	November, 2024	24/25 FY YTD	November, 2023	23/24 FY YTD
SRAC MEMBER VISITS	3,229	20,832	3,530	18,965
DAY PASSES	884	7,902	630	7,536
RENTALS (SRAC)	39	184	43	292
USERS (SRAC RENTALS)	2,848	10,360	1,380	2,922
TOTAL UNIQUE CONTACTS	**7,753**	**49,719**	**6,941**	**53,967**

FINANCIAL STATISCTICS	November, 2024	24/25 FY YTD	November, 2023	23/24 FY YTD
SRAC REVENUES	$ 50,367.00	$ 326,918.00	$ 49,235.00	$ 339,338.00
SRAC EXPENDITURES	$ 104,457.00	$ 434,918.00	$ 85,791.00	$ 435,208.00
SRAC APITAL OUTLAY	$ -	$ 21,664.00	$ -	$ 99,961.00
SRAC MEMBERSHIPS	4112		3610	

NOTES: Hosted 4 High School Swim Meets
Tiger Sharks Swim Lessons
Pottery Classes

Town of Smithfield
Electric Department
Monthly Report
November, 2024

I. Statistical Section

- Street Lights repaired –25
- Area Lights repaired-12
- Service calls – 33
- Underground Electric Locates -981
- Poles changed out/removed or installed -2
- Underground Services Installed -8

II. Major Revenues

- N/A

III. Major Expenses for the Month:

- N/A

IV. Personnel Update:

- The Electrical Dept. has a full staff at this time.

V. Miscellaneous Activities:

- The Electrical Dept. has only house services & street lights to install at East River Phases 3,4 & 5 as houses are completed.
- The Electrical Dept. is working on replacing old poles and upgrading lines in the East Market St. area.
- The Electrical Dept is continuing to work on the Pole Audit Town wide.
- The Electrical Dept. helped the Street Dept. install Christmas Decorations along Market St., Peedin Rd. and West Smithfield.

Public Utilities Water and Sewer

Monthly Statistics	Month Ending	11/30/2024
	Monthly Total	*Year to Date Total*
Water Calls	56	900
Sewer Calls	32	647
Utility Locates	752	4264
Storm Drainage Calls	0	10
Total Calls	840	3523
Quotes new services	0	64
Inspections	10	158
Locate existing water & sewer services	2	70
Disconnect water	1	39
Reconnect water	0	11
Test meter	1	66
Temp hydrant meter	2	25
Discolored water call	1	35
Low pressure call	5	76
Leak detection	21	224
Meter check	33	280
Meter repair	11	146
Service leak	10	69
Water main leak	5	35
Replace existing water meter	14	92
Install new water meter	4	188
Install new water service	0	42
Renew water service	3	43
Water blow off repair	0	4
Street cuts	10	91
Repair utility cut or sink hole	1	30

Fire hydrant repair	1	19
Fire hydrant replaced	1	12
Camera Sewer main or service	4	42
Sewer odor complaint	3	21
Sewer main repair	11	103
Clean out repair or install	9	86
LF of sewer main cleaned	1653	140555
Lf of sewer service cleaned	700	12975
Lf of storm drain cleaned	0	4060

- Serviced and maintained 22 Sanitary Sewer Lift Stations 2 times per week
- Inspected all aerial sewer lines
- Inspected all high priority manholes weekly
- Helped public works with cleaning storm drain lines and catch basin during and before rain events

Major Expenses for the month of November

- Had Stuckey to make some water and sewer repairs that we were not able to.
- Still having work done on the Vac truck.
- Lumos is still destroying lines.

Upcoming Projects for the month of December

- I 95 project continues.
- Finley Landing work continues.
- Hydromechanics will resume replacing and repairing fire hydrants.
- Stuckey will be installing the water line on Mallard Rd.

Personnel Updates

Barron moved to Public Works

MONTHLY WATER LOSS REPORT

NOVEMBER 2024

(7) - Meters with slow washer leaks

(9) 3/4" Line, 1/8", 2 days

1 1/4" Line, Shear, 1 day

2" Line, Shear, 2 hrs.

2" Line, 1/8", 1 day

2" Line, 1/8", 2 days

6" Line, Shear, 2 hrs.

6" Line, Shear, 1 day

6" Line, Shear, 4 hrs.

Fire Hydrants Slow drip

Utilities Department
Monthly Report
November 2024

- **Statistical Section**
  - Electric CP Demand 17,725 Kw relative to October's demand of 18,059 Kw.
  - Electric System Reliability was 99.9985%, with two (2) recorded main line outages; relative to October's 99.9996%.
  - Raw water treated on a daily average was 4.012 MG relative to 4.595 MG for October; with maximum demand of 4.984 MG relative to October's 6.300 MG.
  - Total finished water to the system was 111.014 MG relative to October's 129.775 MG.
    Average daily for the month was 3.581 MG relative to October's 4.186 MG.
    Daily maximum was 4.354 MG (November 3rd) relative to October's 5.419 MG.
    Daily minimum was 2.566 MG (November 6th), relative to October's 3.297 MG.
- **Miscellaneous Revenues**
  - Water sales were $295,478 relative to October's $255,103
  - Sewer sales were $498,301 relative to October's $429,297
  - Electrical sales were $1,247,365 relative to October's sales of $1,320,613
  - Johnston County Water purchases were $225,489 for 88.917 MG relative to October's $297,410 for 117.090 MG.
- **Major Expenses for the Month**
  - Electricity purchases were $904,480 relative to October's $930,481
  - Johnston County sewer charge was $166,607 for 37.272 MG relative to October's $335,451 for 75.045 MG.
- **Personnel Changes**

  Baron Vanliew resigned as Utility Line Mechanic on November 11, 2024.