



Mayor

M. Andy Moore

Mayor Pro-Tem

Roger A. Wood

Council Members

Gettys Cohen, Jr.

Sloan Stevens

Travis Scott

David Barbour

John A. Dunn

Stephen Rabil

Town Attorney

Robert Spence, Jr.

Town Manager

Michael L. Scott

Assistant Town Manager

Kimberly Pickett

Finance Director

Andrew Harris

Town Clerk

Elaine Andrews

Town Council Agenda Packet

Meeting Date: Tuesday October 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
October 7, 2025
7:00 PM**

Call to Order

Invocation

Pledge of Allegiance

Approval of Agenda

Page:

Presentations:

- 1. Proclamation – Recognizing October 5-11, 2025 as Fire Prevention Week in the Town of Smithfield**
(Mayor M. Andy Moore) See attached information.....1
- 2. Proclamation – Recognizing October 5-11, 2025 as Public Power Week in the Town of Smithfield**
(Mayor M. Andy Moore) See attached information.....2
- 3. Proclamation – Recognizing November 1, 2025 as National Family Literacy Day in the Town of Smithfield**
(Mayor M. Andy Moore) See attached information.....3
- 4. Presentation – Smithfield Selma High School Resource Officers Appreciation:** The Smithfield Selma High School requests permission to present service awards to two Town of Smithfield Police Officers serving as Resource Officers.
(Assistant Town Manager – Kimberly Pickett) See attached information.....4

Public Hearings:

- 1. Annexation Request (ANX-25-04) - Consideration and request for approval to hold public hearing and to adopt Ordinance No. 530-2025 for the contiguous annexation of property into the Town of Smithfield's corporate limits:** E&F Properties has submitted a petition for voluntarily annexation of the 498.283 acres (Johnston County Tax ID 17K08039A and 17K08032) to the Town of Smithfield.
(Planning Director – Stephen Wensman) See attached information.....7

- 2. Conditional Zoning Request (CZ-25-05) - Consideration and request for review of the conditional rezoning master plan:** Rock Tower Partners LLC is requesting approval of Bellamy, an R-8 conditional rezoning master plan consisting of 1,147 units of residential: 870 detached single-family residential lots and 277-townhouse lots over 498-acres of land.
(Planning Director – Stephen Wensman) See attached information.....29

Citizens Comments:

Consent Agenda Items:

- 1. Approval of minutes:**
a. 8/19/2025 – Regular Session.....84
b. 8/19/2025 – Closed Session (under a separate cover)
c. 9/2/2025 – Regular Session.....94
d. 9/2/2025 – Closed Session (under a separate cover)
- 2. Consideration and request for approval to Adopt Resolution No. 789-(28-2025); Acknowledging Quitclaim Deed for the conveyance of property at 204 Britt Street to the Upset Bid winner.**
(Town Attorney – Bob Spence) See attached information.....103
- 3. Consideration and request for approval for Recreation Advisory Committee and Appearance Commission appointments:** The Town Council is requested to consider applications received for appointment to the Recreation Advisory Committee and the Appearance Commission. Jason Evans has submitted an application for regular membership on the Recreation Advisory Committee. Finley Carroll has submitted an application to be appointed as a High School representative on the Recreation Advisory Committee. Radley Donovan has submitted an application to be appointed to the Appearance Commission.
(Town Clerk – Elaine Andrews) See attached information.....106
- 4. Consideration and request for approval for a Fire Department Career Ladder Promotion:** The Smithfield Fire Department is requesting the Town Council consider approval of the promotion of one employee from the position of Firefighter I to Firefighter II through career ladder promotion.
(Fire Chief – Jeremy Daughtry) See attached information.....114
- 5. Consideration and request for approval for Police Department Promotions:** The Smithfield Police Chief is requesting the Town Council consider approval to promote three individuals through career ladder promotions.
(Police Chief – Pete Hedrick) See attached information.....123
- 6. Consideration of approval of Grant Project Ordinance No. GP-05-2025 for the Wastewater AIA project:** Grant project ordinances are required to be approved by the Town Council pursuant to NC G.S. 159-32 to give the Town management authority to expend grant funds. The Finance Department respectfully requests approval of Grant Project Ordinance GP-05-2025. The total grant project is a budget of \$150,000 for project No. E-AIA-W-21-0231.
(Finance Director – Andrew Harris) See attached information.....135
- 7. Special Event - Consideration and request for approval for Jesus Co. Ministries to hold a Church Service and Family Day on October 19, 2025:** Jesus Co. ministries request approval to use the Rotary Shelter at Smithfield Community Park. Amplified should will be used between 9:00 am and 1:00 pm. No food or goods will be sold.
(Planning Director – Stephen Wensman) See attached information.....139

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- 8. Special Event – Bulldog Harley-Davidson Movember Event November 1, 2025:** Bulldog Harley-Davidson is requesting to hold a Movember event from 11:00am to 4:00 pm on November 1, 2025. A food truck will be on-site to sell food, two beers per person will be given away to customers age 21 and older, and a live band will perform from 12:00pm to 3:00pm.
(Planning Director – Stephen Wensman) See attached information.....143
- 9. Special Event - Bulldog Harley-Davidson Bulldog Thank You Event, November 8, 2025:** Bulldog Harley-Davidson is requesting to hold a Bulldog Thank you event to honor local Veterans from 11:00 am to 4:00 pm on November 8, 2025. A food truck will be on-site to sell food, two beers per person will be given away to customers age 21 and older. No amplified sound will be used.
(Planning Director – Stephen Wensman) See attached information.....153
- 10. Special Event - Bulldog Harley-Davidson Bulldog Holiday Toy Drive, November 15, 2025:** Bulldog Harley-Davidson is requesting to hold a Bulldog Holiday Toy Drive on November 15, 2025 from 11:00 am to 4:00 pm. A food truck will be on-site to sell specialty beverages, two beers per person will be given away to customers age 21 and older. No amplified sound will be used.
(Planning Director – Stephen Wensman) See attached information.....161
- 11. Special Event - Bulldog Harley-Davidson Black Friday Event, November 28, 2025:** Bulldog Harley-Davidson is requesting to hold a Bulldog Holiday Toy Drive on November 28, 2025 from 11:00 am to 4:00 pm. A food truck will be on-site to sell food, two beers per person will be given away to customers age 21 and older. No amplified sound will be used.
(Planning Director – Stephen Wensman) See attached information.....167
- 12. Special Event - Bulldog Harley-Davidson Chrome Saturday Event, November 29, 2025:** Bulldog Harley-Davidson is requesting to hold a Chrome Saturday Event November 29, 2025 from 11:00 am to 4:00 pm. A food truck will be on-site to sell food, two beers per person will be given away to customers age 21 and older. No amplified sound will be used.
(Planning Director – Stephen Wensman) See attached information.....177
- 13. New Hire Report**
(Human Resources Director – Shannan Parrish) See attached information.....186

Business Items:

- 1. Consideration and request for approval authorizing staff to engage a design-build firm to prepare plans for the construction of a baseball stadium at Community Park.**
(Parks and Recreation Director – Gary Johnson) See attached information.....188

Councilmember’s Comments

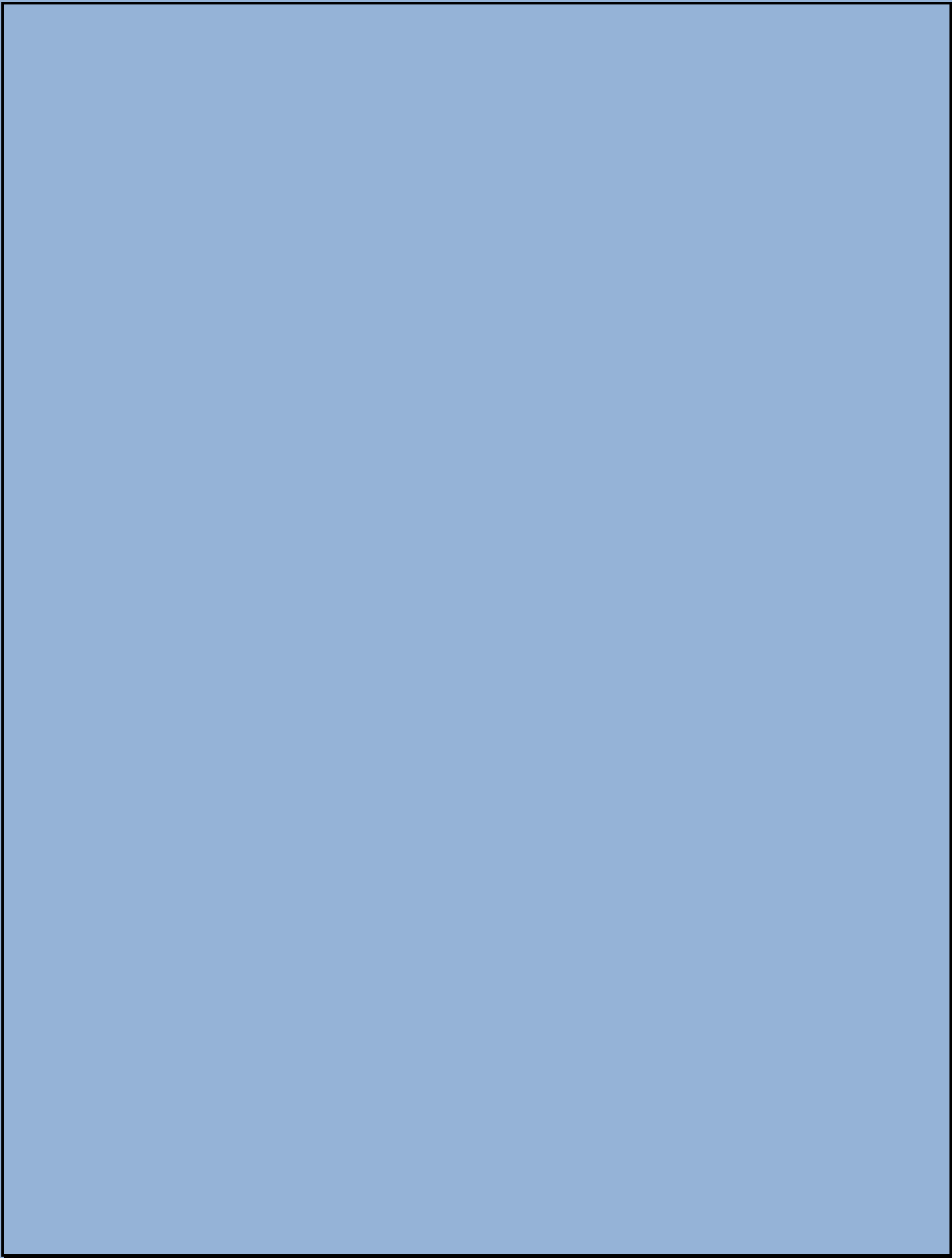
Town Manager’s Report

- **Financial Report**.....196
- **Department Reports**.....202

Department Reports

Adjourn

Presentations



PROCLAMATION
RECOGNIZING October 5-11, 2025
As Fire Prevention Week
In the Town of Smithfield

WHEREAS, the Town of Smithfield is committed to ensuring the safety and security of all those living in and visiting our community; and

WHEREAS, fire is a serious public safety concern both locally and nationally, and homes are the locations where people are at greatest risk from fire; and

WHEREAS, the National Fire Protection Association (NFPA) has designated the week of October 5th through 11th, 2025, as **Fire Prevention Week** with this year's theme being, "**Charge into Fire Safety**," which focuses on the importance of safely buying, charging and recycling lithium-ion batteries to prevent fire hazards; and

WHEREAS, a critical part of fire safety is identifying potential fire hazards and the Smithfield Fire Department encourages the public to use safe, certified products, charge lithium-ion battery powered devices properly, and recycle lithium-ion batteries responsibly; and

WHEREAS, the dedicated members of the Smithfield Fire Department are committed to reducing the occurrence of home fires and related injuries through prevention and education efforts, and respond quickly and professionally to emergencies within our community; and

WHEREAS, residents are encouraged to take proactive steps such as installing and maintaining smoke detectors, practicing fire drills, and understanding the dangers of fire to help reduce the risk of fires in their homes and businesses; and

WHEREAS, Fire Prevention Week provides an opportunity to recognize the importance of fire safety practices, and to honor the courageous work of our firefighters and first responders who protect our lives and property from fire and other hazards.

NOW, THEREFORE, I, **M. Andy Moore**, Mayor of the Town of Smithfield, do hereby proclaim the week of October 5th through 11th, 2025, as **Fire Prevention Week** in Smithfield, North Carolina. I urge all residents to actively participate in fire prevention activities at home, work, and school, and to honor the dedicated service of the brave firefighters and public safety personnel who work tirelessly to keep our community safe.



M. Andy Moore, Mayor
Town of Smithfield, NC

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the Great Seal of the Town of Smithfield on this Seventh day of October in the year of our Lord Two Thousand and Twenty-Five.

**PROCLAMATION RECOGNIZING PUBLIC POWER WEEK, OCT. 5-11, 2025:
A WEEK-LONG CELEBRATION OF TOWN OF SMITHFIELD'S YEAR-ROUND
SERVICE TO ITS COMMUNITY**

WHEREAS, public power is a crucial component in cities and towns across North Carolina, driving the overall health of communities by providing unmatched electric reliability, affordable and sustainable power, excellent local service, and essential jobs in communities;

WHEREAS, North Carolina's more than 70 public power cities and towns are among more than 2,000 across the country, providing electricity with a reliability rating of 99.99 percent to nearly 1.6 million North Carolinians;

WHEREAS, many of North Carolina's public power cities and towns have been electric providers for more than 100 years, assisting their communities through prosperous times as well as pandemics and economic downturns, maintaining life-saving electricity to homes and businesses;

WHEREAS, North Carolina public power communities are part of a mutual aid network that spans the state and country, providing invaluable support during times of hurricanes and other natural disasters while maintaining a superior safety record;

WHEREAS, North Carolina's public power providers are essential community assets that contribute to the well-being of the community and provide irreplaceable economic development opportunities;

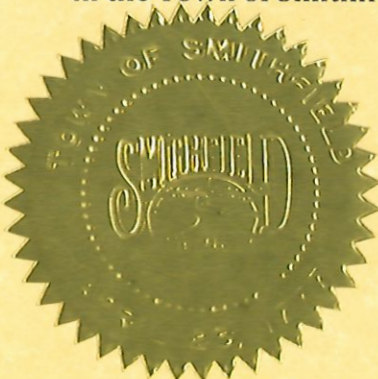
WHEREAS, North Carolina's public power utilities are dependable institutions that provide excellent service, valuable energy solutions, and a commitment to community;

WHEREAS, the Town of Smithfield recognizes Public Power Week and commends the public power cities and towns across our state and nation for their outstanding contributions to our communities;

NOW, THEREFORE, I, M. Andy Moore, Mayor of the Town of Smithfield, along with the Town Council, do hereby proclaim October 5-11, 2025, as

PUBLIC POWER WEEK

in the Town of Smithfield and commends its observation to all citizens.



M. Andy Moore, Mayor
Town of Smithfield, NC

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the Great Seal of the Town of Smithfield on this Seventh day of October in the year of our Lord Two Thousand and Twenty-Five.

Proclamation Recognizing November 1, 2025 as National Family Literacy Day in the Town of Smithfield

WHEREAS, National Family Literacy Day, established by the 103rd Congress in 1994, now marking its 31st anniversary on November 1, 2025, highlights the importance of reading and learning for the entire family and emphasizes the impact that parents have on their child's learning; and

WHEREAS, this day is celebrated across America each year, and focuses on special activities and events that showcase the importance of family literacy programs that empower families and build a nation of readers; and

WHEREAS, literacy programs across the United States will observe National Family Literacy Day by holding read-a-thons, book drives, workshops, and family activities at schools, libraries, and community centers to encourage literacy; and

WHEREAS, as many as one in five adults struggle with reading and writing, and by learning to read, individuals can gain self-respect and confidence and strive toward goals that otherwise would not be achievable; and

WHEREAS, we recognize and honor the countless educators, business partners, and volunteers throughout the country who are committed to advancing adult literacy. We also celebrate the determination and achievements of adults striving to improve their literacy skills, empowering themselves to thrive as parents, workers, community members, and citizens; and

WHEREAS, the Smithfield Town Council acknowledges that literacy is essential to the well-being of individuals and to the overall strength and prosperity of our Nation.

NOW, THEREFORE, I, M. Andy Moore, Mayor of the Town of Smithfield, do hereby proclaim November 1, 2025 as

NATIONAL FAMILY LITERACY DAY

In the Town of Smithfield, to underscore the importance of literacy, celebrate the joy of reading, encourage residents to promote literacy by reading together as a family, and to extend deep appreciation to our local librarians, educators, and literacy service providers for their tireless efforts to strengthen the literacy of our children and our community.



M. Andy Moore, Mayor

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the Great Seal of the Town of Smithfield on this Seventh day of October in the year of our Lord Two Thousand and Twenty-Five.



Request for Town Council Action

Presentation: SSS
Resource
Officer
Appreciation
Date: 10/07/2025

Subject: Smithfield Selma High School Resource Officer Appreciation
Department: General Government
Presented by: Assistant Town Manager – Kimberly Pickett
Presentation: Presentation

Issue Statement

Principal Ryan J. Ewell of Smithfield-Selma High School requests permission to present service awards to two Town of Smithfield Police Officers serving as School Resource Officers.

Financial Impact

None.

Action Needed

Allow presentation of awards from Principal Ryan Ewell.

Recommendation

Presentation of awards.

Approved: ☒ Town Manager ☐ Town Attorney

Attachments:

1. Staff Report
2. Letter of request from SSS



Staff Report

Presentation: SSS
Resource
Officer
Appreciation

Council is asked to permit Principal Ewell to recognize Sergeant Parrish and Officer Gibbons for their dedicated service and contributions to Smithfield Selma High School. Principal Ewell also wishes to acknowledge the Council and their support in providing officers of such high quality to serve the school, noting that their service reflects the administration's dedication to protecting and supporting students.



Smithfield-Selma High School

700 M. Durwood Stephenson Pkwy, Smithfield, NC 27577

Phone 919.934.5191 * Fax 919.934.3001

Dear Mayor Moore and Police Chief Hedrick,

On behalf of the students, staff, and families of Smithfield-Selma High School, I want to extend my heartfelt gratitude for the outstanding support provided by our School Resource Officers, Sergeant Parrish and Officer Gibbons.

Both officers have gone above and beyond to create a safe and welcoming environment for our school community. Their presence has not only enhanced the safety of our campus but has also built meaningful relationships with our students and staff. Whether through daily interactions, mentoring students, or assisting with critical situations, both officers have become an integral part of our school family.

We are truly fortunate to have Resources Officers who embody professionalism, compassion, and dedication. Their work reflects the strong partnership between our school and the City of Smithfield, and it demonstrates your administration's commitment to the well-being of our young people.

Thank you for your continued support and for making it possible for us to have officers of this caliber serving our school. Please know that their work is felt deeply and appreciated by all of us here at Smithfield-Selma High School.

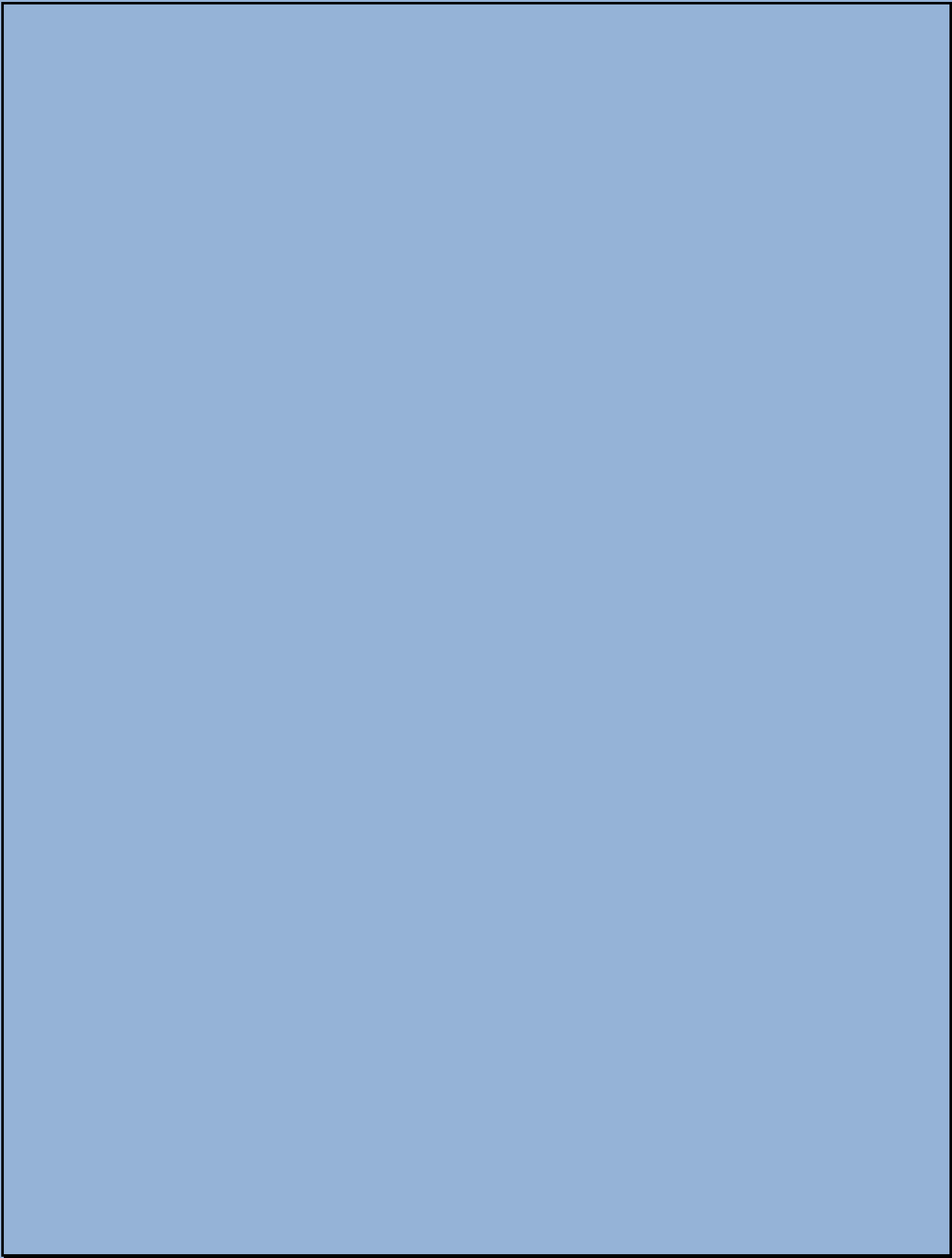
I am requesting that I have the opportunity to present them both with a service award from our school at an upcoming board / council meeting. Thank you for your consideration.

With sincere appreciation,

Ryan J. Ewell

Principal
Smithfield-Selma High School

Public Hearings





Request for Town Council Action

Public ANX-25-04
Hearing:
Date: 10/07/2025

Subject: Contiguous Annexation Petition
Department: Planning & Administration
Presented by: Planning Director - Stephen Wensman
Presentation: Public Hearing

Issue Statement

E&F Properties has submitted a petition for voluntarily annexation of the 498.283 acres (Johnston County Tax ID 17K08039A and 17K08032) to the Town of Smithfield.

Financial Impact

The annexation will require the town to provide town services, i.e., code enforcement, police protection, fire protection, trash collection, etc., after the site is developed. The area is within the Wilsons Mills Fire District currently and there will be expenses related to annexation.

Action Needed

The Town Council is asked hold public hearing and adopt Ordinance No. 529-2025, for voluntary contiguous annexation of parcels 17K08039A and 17K08032 into the Town of Smithfield's corporate limits.

Recommendation

Adopt Ordinance 529-2025, annexing 498.283 acres (Johnston County Tax ID 17K08039A and 17K08032) to the Town of Smithfield.

Approved: ☒ Town Manager ☐ Town Attorney

Attachments:

1. Staff Report
2. Annexation Petition
3. Metes & Bound
4. Annexation Survey/Presentation Map
5. Adjacent Property Owners Notice Certification
6. Legal Notice Ad
7. Certificate of Sufficiency
8. Ordinance No. 529-2025



Staff Report

Public ANX-25-04
Hearing:

OVERVIEW:

The Town of Smithfield received a petition from E&F Properties Inc. for a voluntary contiguous annexation of 498.283 acres into the Town of Smithfield, located on Wilson Mills Road and Lee-Youngblood Road, north and east of Poplar Creek.

The site is planned for the Bellamy Subdivision.

PAST ANNEXATION ACTIONS:

On August 19, 2025, the Town Council approved a Resolution 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.

On September 2, 2025, the Town Council adopted a resolution setting the date for the Public Hearing to be held at 7:00 pm on September 16, 2025.

On September 16, 2025, the Town Council unanimously voted to continue the public hearing to its next regular meeting on October 7, 2025. The hearing was subsequently re-advertised, and adjoining property owners were re-notified for the October 7, 2025 public hearing.

ANNEXATION ANALYSIS:

Public Utilities. The site will be served by the Town of Smithfield public water and sewer with development of the Bellamy Subdivision. Duke will provide electricity.

Fire Protection. The area is currently within the Wilson's Mills Fire District. The Department may incur financial expenses when providing fire protection to the development.

Police. The Smithfield Police Department will provide police protection to the subdivision.

Public Works. Public Works will provide sanitation, street maintenance, stormwater maintenance, etc. for the Bellamy development.

Code Enforcement. The Bellamy development will have a Homeowner's Association; therefore, there should be little impact on the Town's Code Enforcement.

ANNEXATION STATUTE:

NCGS 160A-31 – Annexation by petition.

(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.

FINDINGS:

Pursuant to NCGS 160A-58.2, If the council then finds and determines that:

- i. the area described in the petition meets all of the standards set out in G.S. 160A-58.1(b),
- ii. the petition bears the signatures of all of the owners of real property within the area proposed for annexation (except those not required to sign by G.S. 160A-58.1(a)),
- iii. the petition is otherwise valid, and
- iv. the public health, safety and welfare of the inhabitants of the city and of the area proposed for annexation will be best served by the annexation,

then council may adopt an ordinance annexing the area described in the petition. The ordinance may be made effective immediately or on any specified date within six months from the date of passage.

ACTION REQUESTED:

Pursuant to NCGS 160A-58.2, the Town Council shall accept public comments and consider adopting Ordinance 529-2025 extending the Corporate Limits of the Town of Smithfield.



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

Petition For Voluntary Annexation

VOLUNTARY ANNEXATION: Upon receipt of a valid petition signed by all of the owners of real property in the area described therein, the Town may annex an area either contiguous or not contiguous to its primary corporate limits when the area meets the standards set out under North Carolina General Statutes 160A-31 and 160A-58.1.

Annexation Review and Approval Process

Review by Staff: The Planning, Engineering and Public Works Departments review the annexation submission. Comments will be sent to the applicant.

Annexation Plat Submission: After the map and legal description are deemed sufficient by the Town, the applicant is required to submit two (2) Mylar annexation plats to the Planning Department.

Town Council Meeting: The Town Council will pass a resolution directing the Town Clerk to investigate the annexation petition. The Town Clerk will present to the Town Council a Certificate of Sufficiency indicating that the annexation petition is complete. A resolution setting the date of the public hearing is then approved.

Legal Advertisement: A legal advertisement will be published no more than 25 days and no less than 10 days prior to the date of the public hearing.

Public Hearing/Town Council Meeting: The Town Council will either adopt or deny an ordinance to extend the corporate limits of the Town of Smithfield.

Recordation: If the annexation is approved by the Town Council, the Annexation Plats shall be recorded at the appropriate county Register of Deeds.

Petition For Voluntary Annexation

Submittal Information

Petitions for annexation are accepted by the Town of Smithfield Planning Department at any time. There is no fee required for submitting 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: Bellamy

Street Address: 2917 Wilson's Mills Rd

Town of Smithfield Subdivision approval #

(S- _____), or

Building Permit Transaction #

, or

Site Plan approval # for multi-family

(SP- _____)

Johnston County Property Identification Number(s) list below

P.I.N. 168500-97-7612

P.I.N.

P.I.N.

P.I.N. 169600-11-0117

P.I.N.

P.I.N.

Acreage of Annexation Site: 498.283

Linear Feet of Public Streets within Annexation Boundaries: ~ 46,000

Annexation site is requesting Town of Smithfield:

Water ☒

and/or Sewer ☒

Number of proposed dwelling units: 1,147

Type of Units:

Single Family 870

Townhouse 277

Condo -

Apartment -

Building Square Footage of Non-Residential Space: N/A

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

Projected market value at build-out (land and improvements): \$ 409,350,000

Person to contact if there are questions about the petition:

Name: David Bergmark

Address: 621 Hillsborough St, Suite 500, Raleigh NC 27603

Phone: 919-361-5000

Fax #: N/A

Email: bergmark@mcadamsco.com

Petition For Voluntary Annexation Submittal Checklist

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

<input checked="" type="checkbox"/>	Electronic Word document of the written metes and bounds must be e-mailed to: stephen.wensman@smithfield-nc.com or micah.woodard@smithfield-nc.com	
<input checked="" type="checkbox"/>	Survey or Plat showing above written metes and bounds description of the property to be annexed must be submitted electronically in .pdf format, if possible.	
N/A <input type="checkbox"/>	Copy of Approved Preliminary Site Plan or Final Site Plan showing Town Permit number	Copy of Subdivision Plat submitted for lot recording approval with Town file number ____ - ____, etc.)
<input checked="" type="checkbox"/>	General Annexation Area Data: Linear feet of public streets, total annexation area acreage, number of proposed residential units or square footage of commercial space, type of utility connections involved, specific land uses proposed.	
<input checked="" type="checkbox"/>	This application form completed, <u>dated and signed</u> by the property owner(s) and attested submitted by the deadlines noted in section B of this application , page 2.	
Required, but often missing information. Please make sure to include the following:		
<input checked="" type="checkbox"/>	Correct Parcel Identification Number(s) (PIN). Call Johnston County Geographic Information Services at 919-989-5153, if there is any question about the parcel identifier. This is very important. Please indicate if the property being requested for	
<input checked="" type="checkbox"/>	Owner's Signatures and Date of Signatures. See page 3 of this application. All real property owners must sign the application, and the <u>date of signature MUST be filled in!</u>	
<input type="checkbox"/>	Corporate Seal for property owned by a corporation.	
<input checked="" type="checkbox"/>	Rezoning Application , if the property is currently outside Town of Smithfield.	
<input checked="" type="checkbox"/>	Existing and Proposed Zoning	

Petition For Voluntary Annexation Plat Checklist

Please include all of the following (check off). If any information is missing from the annexation plat, you will be asked to revise the map and re-submit for an additional review, so please check the list below carefully before you submit:

<input checked="" type="checkbox"/>	Fully dimensioned by metes and bounds, and the location of intersecting boundary lines of the existing town limits, labeled and distinctly marked. Include full right-of-way if the area on both sides is or will be in the corporate limits.
<input checked="" type="checkbox"/>	Any utility easements with metes and bounds.
<input checked="" type="checkbox"/>	Accurate locations and descriptions of all monuments, markers and control points.
<input checked="" type="checkbox"/>	Ultimate right-of-way widths on all streets.
<input checked="" type="checkbox"/>	Entitle "ANNEXATION MAP FOR THE TOWN OF SMITHFIELD" OR "SATELLITE ANNEXATION MAP FOR THE TOWN OF SMITHFIELD," as appropriate.
<input checked="" type="checkbox"/>	Name of property owner(s).
<input checked="" type="checkbox"/>	Name, seal, and registration of Professionally Licensed Surveyor (PLS).
<input checked="" type="checkbox"/>	Date of the survey and map preparation; a north arrow indicating whether the index is true magnetic North Carolina grid (NAD 83 of NAD 27) or deed; graphic scale; and declination.
<input checked="" type="checkbox"/>	Names of the township, county, and state.
<input checked="" type="checkbox"/>	A detailed vicinity map.
<input checked="" type="checkbox"/>	Include address of property if assigned.
<input checked="" type="checkbox"/>	Show all contiguous or non-contiguous town limits.
<input checked="" type="checkbox"/>	The following certification must be placed on the map near a border to allow the map to be sealed: Annexation #
<input checked="" type="checkbox"/>	Leave 2 inch by 2-inch space for the county Register of Deeds stamp on the plat. All final plats must be stamped and signed before they can be accepted by the Town.

Petition For Voluntary Annexation

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.

Print owner name(s) and information

Name E&F Properties INC Phone _____

Address PO Box 1352, Smithfield NC 27577

Print owner name(s) and information

Name _____ Phone _____

Address _____

Print owner name(s) and information

Name _____ Phone _____

Address _____

Received by the Town of Smithfield, North Carolina, this _____ day of _____ 20_____, at a Council meeting duly held.

In witness whereof, E & F Properties INC an owner or partnership, caused this instrument to be executed in its name by a member/manager pursuant to authority duly given, this 28 day of July, 2025.

Name of Owner or Partnership: E & F Properties INC
(Printed Name)

Signature of Owner or Partnership: Olivia B Holding
(Signature)

In witness whereof, _____ an owner or partnership, caused this instrument to be executed in its name by a member/manager pursuant to authority duly given, this _____ day of _____, 20____.

Name of Owner or Partnership: _____
(Printed Name)

Signature of Owner or Partnership: _____
(Signature)

In witness whereof, _____ a partnership, caused this instrument to be executed in its name by a member/manager pursuant to authority duly given, this _____ day of _____, 20____.

Name of Owner or Partnership: _____
(Printed Name)

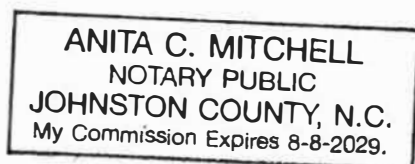
Signature of Owner or Partnership: _____
(Signature)

STATE OF NORTH CAROLINA
COUNTY OF JOHNSTON

I, Anita C. Mitchell, a Notary Public in and for said County and State, do hereby certify that

Olivia B Holding (Owner/Applicant) personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and notarial seal, this the 30th day of July, 2025.



(SEAL)

Notary: Anita C. Mitchell
(Printed Name)
Anita C. Mitchell
(Signature)

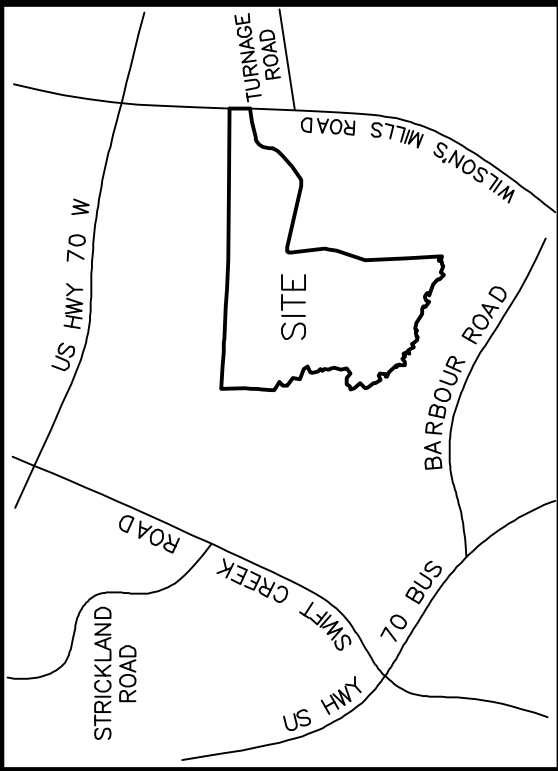
County of Commission: Johnston
Commission Expires: 8-8-2029

E & F Properties Inc.
Wilson's Mills Tract 498 Acres
Legal Description

Commencing at a point, said point being a computed point at the northeastern corner of the E & F Properties Inc. property (PN 17K08039A) located along the western right-of-way of Wilson's Mills Road (SR 1913) in Wilson's Mills Township, Johnston County, North Carolina and recorded in Deed Book 4377 Page 880, Johnston County Registry. Said point further described as the southeastern corner of the Kendall L. Beasley (PN 17K08034B) as recorded in Deed Book 4596 Page 54 and the **POINT OF BEGINNING**. Thence S 05°19'31" E a distance of 481.93 feet to a computed point. Thence S 05°19'31" E a distance of 60.49 feet to a computed point. Thence S 05°19'31" E a distance of 280.70 feet to a computed point. Thence S 04°50'24" E a distance of 346.94 feet to an iron pipe found. Thence S 87°16'00" W a distance of 333.31 feet to a computed point. Thence N 46°44'00" W a distance of 437.75 feet to a computed point. Thence S 87°16'00" W a distance of 255.56 feet to a computed point. Thence S 08°01'38" W a distance of 85.26 feet to a computed point. Thence with a curve turning to the right with an arc length of 129.82 feet, with a radius of 555.00 feet, with a chord bearing of S 14°43'41" W, with a chord length of 129.52 feet to a computed point. Thence S 04°44'00" E a distance of 855.16 feet to a computed point. Thence N 80°16'29" W a distance of 913.33 feet to a computed point. Thence N 88°21'00" W a distance of 56.92 feet to a computed point. Thence with a curve turning to the right with an arc length of 117.92 feet, with a radius of 730.00 feet, with a chord bearing of N 83°43'20" W, with a chord length of 117.79 feet to a computed point. Thence N 79°05'41" W a distance of 1413.95 feet to a computed point. Thence with a curve turning to the left with an arc length of 66.41 feet, with a radius of 35.00 feet, with a chord bearing of S 46°32'46" W, with a chord length of 56.89 feet to a computed point. Thence S 07°48'47" E a distance of 705.69 feet to a computed point. Thence S 12°27'40" W a distance of 117.99 feet to a computed point. Thence S 62°30'21" W a distance of 47.91 feet to a computed point. Thence S 07°45'18" W a distance of 207.45 feet to a computed point. Thence S 16°22'29" W a distance of 717.17 feet to a computed point. Thence S 04°14'52" E a distance of 1825.32 feet to a point along the run of Little Poplar Creek. Thence along the run of Little Poplar Creek in a northwesterly direction the following bearings and distances: N 80°46'18" W a distance of 51.29 feet to a point; N 11°06'21" W a distance of 68.82 feet to a point; S 87°20'52" W a distance of 34.06 feet to a point; S 03°25'05" W a distance of 36.80 feet to a point; S 32°10'46" W a distance of 46.19 feet to a point; S 81°41'57" W a distance of 66.71 feet to a point; S 43°44'56" W a distance of 44.20 feet to a point; N 70°14'08" W a distance of 163.04 feet to a point; S 37°15'24" W a distance of

94.73 feet to a point; N 43°28'48" W a distance of 148.81 feet to a point; N 01°13'41" W a distance of 52.50 feet to a point; N 56°56'09" W a distance of 161.89 feet to a point; N 69°50'16" W a distance of 267.35 feet to a point; N 66°31'05" E a distance of 59.90 feet to a point; N 27°48'27" W a distance of 44.92 feet to a point; N 62°44'50" W a distance of 85.93 feet to a point; S 67°27'03" W a distance of 100.77 feet to a point; S 16°51'42" W a distance of 64.80 feet to a point; N 56°41'22" W a distance of 148.33 feet to a point; N 19°56'26" E a distance of 45.14 feet to a point; N 64°17'42" W a distance of 65.98 feet to a point; S 86°27'26" W a distance of 122.65 feet to a point; N 56°52'22" W a distance of 255.94 feet to a point; N 81°07'27" W a distance of 147.85 feet to a point; S 47°02'19" W a distance of 59.08 feet to a point; N 61°15'41" W a distance of 49.20 feet to a point; S 80°52'09" W a distance of 72.20 feet to a point; S 48°18'24" W a distance of 51.06 feet to a point; N 78°59'36" W a distance of 69.68 feet to a point; N 43°27'33" W a distance of 150.88 feet to a point; S 52°00'36" W a distance of 78.20 feet to a point; N 30°51'12" W a distance of 167.89 feet to a point; S 58°37'49" W a distance of 81.39 feet to a point; N 10°52'43" E a distance of 83.62 feet to a point; N 21°11'41" W a distance of 63.65 feet to a point; S 89°50'44" W a distance of 56.24 feet to a point; N 33°57'06" W a distance of 82.22 feet to a point; S 47°50'04" W a distance of 109.54 feet to a point; S 85°59'54" W a distance of 68.34 feet to a point; N 19°14'56" W a distance of 92.28 feet to a point; N 07°29'26" W a distance of 101.10 feet to a point; N 49°45'01" W a distance of 128.95 feet to a point; N 39°50'46" W a distance of 95.24 feet to a point; N 67°20'17" W a distance of 106.33 feet to a point; N 22°14'12" W a distance of 32.19 feet to a point; N 79°17'11" E a distance of 64.98 feet to a point; N 07°22'00" E a distance of 127.78 feet to a point; N 55°18'48" W a distance of 60.31 feet to a point; S 70°05'46" W a distance of 118.82 feet to a point; N 33°58'07" W a distance of 134.40 feet to a point; N 09°46'08" E a distance of 43.21 feet to a point; N 38°26'07" W a distance of 178.22 feet to a point; N 16°23'14" W a distance of 53.92 feet to a point; N 44°08'31" E a distance of 171.79 feet to a point; N 43°57'20" W a distance of 198.29 feet to a point; N 17°46'56" W a distance of 90.30 feet to a point. Thence leaving the run of Little Poplar Creek along the run of Poplar Creek the following bearings and distances: N 78°34'46" E a distance of 72.20 feet to a point; N 30°00'44" E a distance of 101.76 feet to a point; S 87°50'06" E a distance of 146.78 feet to a point; S 48°34'47" E a distance of 138.45 feet to a point; N 49°26'24" E a distance of 157.59 feet to a point; N 14°34'31" W a distance of 138.11 feet to a point; N 16°30'09" E a distance of 152.27 feet to a point; N 06°21'11" W a distance of 81.79 feet to a point; N 33°41'56" W a distance of 67.35 feet to a point; N 09°00'49" E a distance of 111.62 feet to a point; N 46°37'26" W a distance of 64.76 feet to a point; N 33°29'09" E a distance of 62.31 feet to a point; N 45°46'01" W a distance of 83.64 feet to a point; N 13°05'06" W a distance of 131.51 feet to a point; N 20°21'14" E a distance of 53.24 feet to a point; N 63°12'29" E a distance of 151.94 feet to a point; N 42°27'56" W a distance of 110.53 feet to a point; N 68°08'16" W a distance of 251.32 feet to a point. N 07°09'24" E a distance of 166.40 feet to a point; N 54°42'11" W a distance of 225.15 feet to a

point; N 02°29'41" W a distance of 96.17 feet to a point; N 47°41'28" E a distance of 119.03 feet to a point; N 51°49'23" W a distance of 225.63 feet to a computed point. Thence leaving the run of Poplar Creek N 01°22'13" E a distance of 1188.43 feet to a computed point. Thence S 89°04'19" E a distance of 1086.38 feet to a computed point. Thence S 88°10'41" E a distance of 1246.67 feet to an iron pipe found. Thence N 00°27'00" E a distance of 2413.24 feet to an iron pipe found. Thence N 89°30'47" E a distance of 1547.49 feet to a concrete monument found. Thence S 18°38'49" W a distance of 476.43 feet to an iron pipe found. Thence S 17°48'26" W a distance of 1273.32 feet to an iron pipe found. Thence S 18°02'24" W a distance of 529.14 feet to an existing axle. Thence S 18°07'54" W a distance of 275.39 feet to an existing (bent) axle. Thence N 88°32'11" E a distance of 3457.38 feet to a computed point and the **POINT OF BEGINNING** and containing 498.283 acres (21705206 square feet).



CZ-25-05 Bellamy

File Number:
CZ-25-05

Project Name:
Bellamy

Location:
West of Wilson’s Mills
Rd. and along Lee-
Youngblood Rd.

Tax ID#:
17K08039A, 17K08032

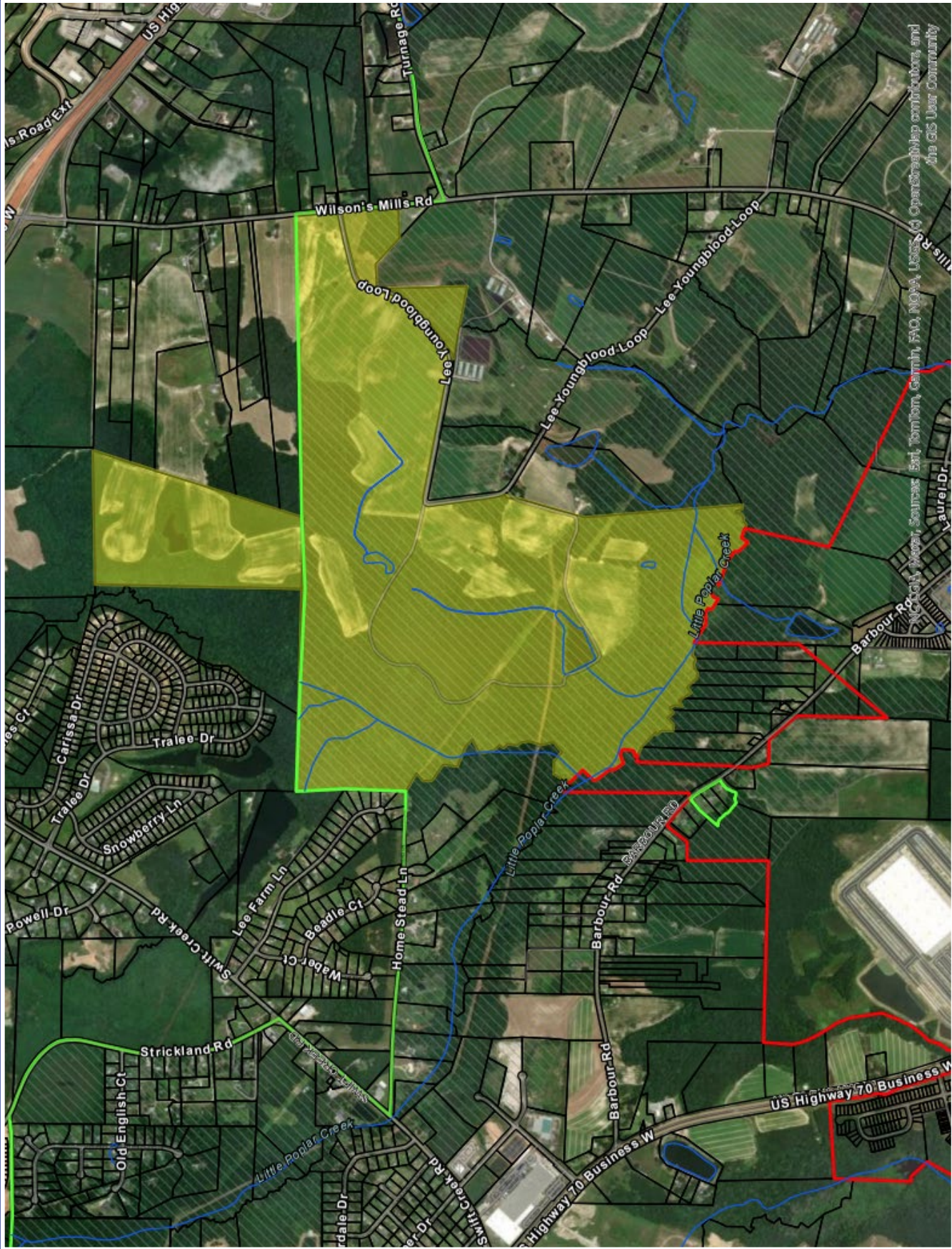
Existing Zoning:
R-20A/AG

Property Owner:
E&F Properties Inc.

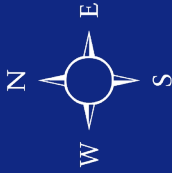
Applicant:
Rock Tower Partners,
LLC

City or ETJ:
ETJ

Map created by Micah Woodard,
Planner I on 9/30/2025



Map Scale
1:16,055





PLANNING DEPARTMENT

Micah Woodard, Planner I

ADJOINING PROPERTY OWNERS' CERTIFICATION

I, Micah Woodard, hereby certify that the property owner and adjacent property owners of the following petition, ANX-25-04, and CZ-25-05 were notified by First Class Mail on 9/18/25 of the Public Hearing on October 7th, 2025.


Signature

Johnston County, North Carolina

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

18th day of September, 2025


Notary Public Signature

Julianne Edmonds
Notary Public Name

My Commission expires on 1-15-2028



ParcelID	Name1	Name2	Address1	Address2	CityStateZip
17K08039A	E & F PROPERTIES INC			PO BOX 1352	SMITHFIELD, NC 27577-0000
17J08024R	CAJAHUARINGA, ROSA ELVIRA		647 WEATHERSPOON LN		SMITHFIELD, NC 27577-9641
17J08025B	ABR PROJECTS, LLC		240 HOMESTEAD LN		SMITHFIELD, NC 27577-9395
17J08025C	VELASQUEZ, ELMER	VELASQUEZ, NERY L	684 WEATHERSPOON LN		SMITHFIELD, NC 27577-9640
17J08024P	SOTO, LENIN SALVADOR		599 WEATHERSPOON LN		SMITHFIELD, NC 27577-9660
17J08026Y	JONES, GARRY LEE	JONES, BEVERLY M	254 HOMESTEAD LN		SMITHFIELD, NC 27577-9395
15078008	TOMAS, ROGELIO FABIAN		117 JUNIPER DR		CLAYTON, NC 27520-9756
15078002A	TRUJILLO, CELINA JAIMES	TRUJILLO, EVER	404 DAVID RD		WENDELL, NC 27591-7304
15078009	SANDERS, LAQUADA D.		3761 HORSESHOE FARM ST		RALEIGH, NC 27610-6425
15078006D	SANDERS, CORNELL	CHANDLER, MARY SANDERS HEIRS	1212 HILLBRIDGE DR		HAINES CITY, FL 33844-7606
17K08051P	BROWN, KAYLA MESSER	BROWN, TIMOTHY JAMES	2735 WILSONS MILLS RD		SMITHFIELD, NC 27577-8965
17K09016I	FOUNDATION OF CHRIST HOLINESS		806 S 3RD ST		SMITHFIELD, NC 27577-4300
17K08041A	YOUNGBLOOD, DWIGHT B JR		301 LEE YOUNGBLOOD LOOP RD		SMITHFIELD, NC 27577-0000
17K09016G	YOUNGBLOOD, DWIGHT B JR		301 LEE YOUNGBLOOD LOOP RD		SMITHFIELD, NC 27577-0000
17K09016J	TOWN OF SMITHFIELD			PO BOX 761	SMITHFIELD, NC 27577-0000
17K09016E	YOUNGBLOOD, DWIGHT B JR		301 LEE YOUNGBLOOD LOOP RD		SMITHFIELD, NC 27577-0000
17J08024X	NIETO, MARTA ALICIA PANIAQUA		750 WEATHERSPOON LN		SMITHFIELD, NC 27577-9651
15078001E	MOORE, DENNIS L		3324 FOX STREET		PHILADELPHIA, PA 19129-0000
15078009K	HEATH STREET #215 LMTD PRTRSH		258 MEADOWBROOK DR		FOUR OAKS, NC 27524-8550
15078011H	HEATH STREET #215 LMTD PRTRSH		258 MEADOWBROOK DR		FOUR OAKS, NC 27524-8550
17K08034B	BEASLEY, KENDALL L		376 PEELE RD		CLAYTON, NC 27520-6869
15078009J	HEATH STREET #215 LMTD PRTRSH		258 MEADOWBROOK DR		FOUR OAKS, NC 27524-8550
17K08049B	LEE, KAREN REBECCA		2892 WILSONS MILLS RD		SMITHFIELD, NC 27577-7653
17K08050	LEE, KAREN REBECCA		2892 WILSONS MILLS RD		SMITHFIELD, NC 27577-7653
17K08049A	WOOD, JOYCE J			P O BOX 1861	SMITHFIELD, NC 27577-0000
17K08049C	LEE, KAREN REBECCA		2892 WILSONS MILLS RD		SMITHFIELD, NC 27577-7653
17K08051L	TYNER, JEAN BARNES		559 TURNAGE RD		SMITHFIELD, NC 27577-0000
17K08049E	LANGDON, LORI WOOD		613 S VERMONT ST		SMITHFIELD, NC 27577-3825
17K08049D	LEE, KAREN REBECCA		2892 WILSONS MILLS RD		SMITHFIELD, NC 27577-7653
17K08044H	LEE, KAREN REBECCA		2892 WILSONS MILLS RD		SMITHFIELD, NC 27577-7653
17J07016D	SWIFT CREEK ROAD LLC		114 W MAIN ST		CLAYTON, NC 27520-2321
17K08040A	YOUNGBLOOD, DWIGHT B JR		301 LEE YOUNGBLOOD LOOP RD		SMITHFIELD, NC 27577-0000
17K08032	E&F PROPERTIES INC			PO BOX 1352	SMITHFIELD, NC 27577-1352
17K08034F	BEASLEY, KENDALL LEON	BEASLEY, WENDY L	376 PEELE ROAD		CLAYTON, NC 27520-0000
17K08039C	YOUNGBLOOD, DWIGHT BENJAMIN JR		301 LEE YOUNGBLOOD LOOP		SMITHFIELD, NC 27577-5577
17K08051M	CEMETERY				
17J08024T	WEEKS, ISAAC	WEEKS, ALICE	691 WEATHERSPOON LN		SMITHFIELD, NC 27577-0000
17J08024V	CHAGOLLA, RAFAEL HURTADO	JUAREZ, BERTHA	743 WEATHERSPOON LN		SMITHFIELD, NC 27577-9652
17J08024	HERSHEY, ZACHARY LYNN	HERSHEY, LAURA ELIZABETH	410 BEECHWOOD DR		SMITHFIELD, NC 27577-3702
17J08024S	SAYLOR, SHANTA	SAYLOR, BRANDON	665 WEATHERSPOON LANE		SMITHFIELD, NC 27577
17J08024Y	VELASQUEZ, ELMER	VELASQUEZ, NERY L	684 WEATHERSPOON LN		SMITHFIELD, NC 27577-9640
17J08024Q	SOTO, LENIN S		627 WEATHERSPOON LANE		SMITHFIELD, NC 27577-0000
17J08024W	URREGO, EDISON D		749 WEATHERSPOON LANE		SMITHFIELD, NC 27577-0000
17J08024Z	PHIPPS, RAYMOND T		734 WEATHERSPOON LANE		SMITHFIELD, NC 27577-0000
17J08025D	DAVIS, CALEB WAYNE	DAVIS, JESSICA HOPE	638 WEATHERSPOON LN		SMITHFIELD, NC 27577-9640
17J08024U	DUARTE, NAZAREO		717 WEATHERSPOON LN		SMITHFIELD, NC 27577-9652
15078003	GOMEZ, JENNIFER TOMAS	GOMEZ, MARCELINO MUNOZ	405 HUNTING DR		SELMA, NC 27576-3666
15078004	WHITE, EDWARD D			P O BOX 831	SMITHFIELD, NC 27577-0000
17J07017O	HOLLEY, KEVIN	HOLLEY, VALERIE RICHARDSON	612 TRALEE DR		SMITHFIELD, NC 27577-9663
17J07023E	SWIFT CREEK ROAD LLC		114 W MAIN ST		CLAYTON, NC 27520-2321
17J07017N	BLIZZARD, WANDA E		624 TRALEE DR		SMITHFIELD, NC 27577-9663
17J07017M	CBAR ASSET COMPANY LLC		5001 PLAZA ON THE LK STE 200		AUSTIN, TX 78746-1053
15078007	TOMLINSON, CARL	TOMLINSON, ANTHONY	2320 N GRATZ ST		PHILADELPHIA, PA 19132-4337
17J08024O	WATSON, AKHIRA CHAUNTY		565 WEATHERSPOON LN		SMITHFIELD, NC 27577-9660
17J08023B	LEE, NELL WOOD		233 LEE FARM LN		SMITHFIELD, NC 27577-9317
17J07015Y	JONES, KENNETH RAY			PO BOX 208	WILSONS MILLS, NC 27593-0208
17J07039I	FIELDS, LATESHA		126 CARISSA DR		SMITHFIELD, NC 27577-9582
17K08030A	PARRISH, BENJAMIN L. JR.		3467 WILSONS MILLS RD		SMITHFIELD, NC 27577-7646
17K08031	LOIS I. DAUGHTRY REVOCABLE LIVING TRU	LOIS I. TRUSTEE	4407 STONEY HILL CHURCH RD		BAILEY, NC 27807-8761
17K08005	JONES, KENNETH R			PO BOX 208	WILSONS MILLS, NC 27593-0208
17J07039L	ZUNIGA, FRANCISCO MORENO	MORENO, ELIZABETH	123 CARISSA DR		SMITHFIELD, NC 27577-9581
17J07040P	SWIFT CREEK ROAD LLC		114 W MAIN ST		CLAYTON, NC 27520-2321
17K08033D	GARNER, EDWARD M. JR.		3409 WILSONS MILLS RD		SMITHFIELD, NC 27577-7646
17J07039J	KENNEY, CATHERINE LEE		124 CARISSA DR		SMITHFIELD, NC 27577-9582
17J07039K	SFR JV-2 2024-2 BORROWER LLC			PO BOX 4900	SCOTTSDALE, AZ 85261-4900
17K08035	GURKIN, CHARLES RANDALL	GURKIN, CYNTHIA L.	3187 WILSONS MILLS RD		SMITHFIELD, NC 27577-7648
17K08034A	STRICKLAND, HAROLD WATSON		3275 WILSONS MILLS RD		SMITHFIELD, NC 27577-7642
17K09007	KEEN, PAMELA R.		1853 WILSONS MILLS RD		SMITHFIELD, NC 27577-7668
17K09007A	KEEN, TERRY M	KEEN, PAMELA R		PO BOX 943	SELMA, NC 27576-0943

Johnstonian News

614 E. Market Street
Smithfield, North Carolina
27577

State of North Carolina
COUNTY OF JOHNSTON

} SS

AFFIDAVIT OF PUBLICATION

Town of Smithfield
Town Council
Notice of Public Hearing

Notice is hereby given that a Public Hearing will be held before the Town Council of the Town of Smithfield, N.C., on Tuesday, October 7th, 2025, at 7:00 P.M., in the Town Hall Council Chambers located at 350 East Market Street to consider the following requests:

ANX-25-04 Bellamy Annexation: The Town of Smithfield received a petition from E&F Properties Inc. for a voluntary contiguous annexation of 498.283 acres into the Town of Smithfield, located on Wilson Mills Road and Lee-Youngblood Road, north and east of Poplar Creek. Further identified by Johnston County Tax ID# 17K08039A and 17K08032.

CZ-25-05 Bellamy Conditional Rezoning: Rock Tower Partners LLC is requesting approval of Bellamy, a R-8 conditional rezoning master plan consisting of 1,147 units of residential: 870 detached single-family residential lots and 277-townhouse lots over 498-acres of land located at Johnston County Tax IDs 17K08039A and 17K08032.

All interested people are encouraged to attend. To accommodate disabilities and to comply with ADA regulations, please contact the office if you need assistance. Further inquiries regarding this matter may be directed to the Town of Smithfield at (919) 934-2116 ext. 1109 or online at www.smithfield-nc.com.

The Johnstonian
September 24, 2025

Before the undersigned, a Notary Public of said County and State, duly commissioned, qualified, and authorized by law to administer oaths, personally appeared ROBIN
HOLLAND, who being first
duly sworn, deposes and says: that he (she) is
LEGAL AD REP
(Publisher, Associate Publisher, or Other Officer or Employee Authorized to Make This Affidavit)
of The Wilson Times Co. Inc., engaged in the publication of a newspaper known as The Johnstonian, published, issued, and entered as second class mail in the Town of Smithfield, NC, in said County and State; that he (she) is authorized to make this affidavit and sworn statement; that the notice or other legal advertisements, a true copy of which is attached hereto, was published in The Johnstonian on the following dates:

SEPT 24

and that the said newspaper in which such notice, paper, document or legal advertisement was published was, at the time of each and every such publication, a newspaper meeting all of the requirements and qualifications of Section 1-597 of the General Statutes of North Carolina and was a qualified newspaper within the meaning of section 1-597 of the General Statutes of North Carolina.

This 24 day of SEPTEMBER, 2025

Robin Holland

September 24, 2025

Deborah G. Boykin

My commission expires: 7-23-2028



Certification of Sufficiency
Contiguous Annexation ANX-25-04

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 2nd day September 2025.



Elaine S. Andrews, Town Clerk

TOWN OF SMITHFIELD
North Carolina

ORDINANCE NO. 529-2025 TO EXTEND THE
CORPORATE LIMITS OF THE TOWN OF SMITHFIELD

WHEREAS, the Town Council has been petitioned under NCGS 160A-31 to annex the area described below; and

WHEREAS, a public hearing on the question of this annexation was held in the Smithfield Town Hall Council Chambers located at 350 East Market Street, Smithfield, North Carolina at approximately 7:00 pm on October 7, 2025, after due notice; and

WHEREAS, the Town Council finds that the petition meets the requirements of NCGS 160A-31.

NOW THEREFORE BE IT ORDAINED by the Town Council of the Town of Smithfield that:

Section 1. By virtue of the authority granted by NCGS 160A-31, the following described contiguous property owned by the Town of Smithfield is hereby annexed and made a part of the Town of Smithfield effective immediately.

The legal description of the area proposed for annexation is described as follows:

Commencing at a point, said point being a computed point at the northeastern corner of the E & F Properties Inc. property (PN 17K08039A) located along the western right-of-way of Wilson's Mills Road (SR 1913) in Wilson's Mills Township, Johnston County, North Carolina and recorded in Deed Book 4377 Page 880, Johnston County Registry. Said point further described as the southeastern corner of the Kendall L. Beasley (PN 17K08034B) as recorded in Deed Book 4596 Page 54 and the **POINT OF BEGINNING**. Thence S 05°19'31" E a distance of 481.93 feet to a computed point. Thence S 05°19'31" E a distance of 60.49 feet to a computed point. Thence S 05°19'31" E a distance of 280.70 feet to a computed point. Thence S 04°50'24" E a distance of 346.94 feet to an iron pipe found. Thence S 87°16'00" W a distance of 333.31 feet to a computed point. Thence N 46°44'00" W a distance of 437.75 feet to a computed point. Thence S 87°16'00" W a distance of 255.56 feet to a computed point. Thence S 08°01'38" W a distance of 85.26 feet to a computed point. Thence with a curve turning to the right with an arc length of 129.82 feet, with a radius of 555.00 feet, with a chord bearing of S 14°43'41" W, with a chord length of 129.52 feet to a computed point. Thence S 04°44'00" E a distance of 855.16 feet to a computed point. Thence N 80°16'29" W a distance of 913.33 feet to a computed point. Thence N 88°21'00" W a distance of 56.92 feet to a computed point. Thence with a curve turning to the right with an arc length of 117.92 feet, with a radius of 730.00 feet, with a chord bearing of N 83°43'20" W, with a chord length of 117.79 feet to a computed point. Thence N 79°05'41" W a distance of 1413.95 feet to a computed point. Thence with a curve turning to the left with an arc length of 66.41 feet, with a radius of 35.00 feet, with a chord bearing of S 46°32'46" W, with a chord length of 56.89 feet to a computed point. Thence S 07°48'47" E a distance of 705.69 feet to a computed point. Thence S 12°27'40" W a distance of 117.99 feet to a computed point. Thence S 62°30'21" W a distance of 47.91 feet to a computed point. Thence S 07°45'18" W a distance of 207.45 feet to a computed point. Thence S 16°22'29" W a distance of 717.17 feet to a computed point. Thence S 04°14'52" E a distance of 1825.32 feet to a point along the run of Little Poplar Creek. Thence along the run of Little Poplar Creek in a northwesterly direction the following bearings and distances: N 80°46'18" W a distance of 51.29 feet to a point; N 11°06'21" W a distance of 68.82 feet to a point; S 87°20'52" W a distance of 34.06 feet to a point; S 03°25'05" W a distance of 36.80 feet to a point; S 32°10'46" W a distance of 46.19 feet to a point; S 81°41'57" W a distance of 66.71 feet to a point; S 43°44'56" W a distance of 44.20 feet to a point; N

70°14'08" W a distance of 163.04 feet to a point; S 37°15'24" W a distance of 94.73 feet to a point; N 43°28'48" W a distance of 148.81 feet to a point; N 01°13'41" W a distance of 52.50 feet to a point; N 56°56'09" W a distance of 161.89 feet to a point; N 69°50'16" W a distance of 267.35 feet to a point; N 66°31'05" E a distance of 59.90 feet to a point; N 27°48'27" W a distance of 44.92 feet to a point; N 62°44'50" W a distance of 85.93 feet to a point; S 67°27'03" W a distance of 100.77 feet to a point; S 16°51'42" W a distance of 64.80 feet to a point; N 56°41'22" W a distance of 148.33 feet to a point; N 19°56'26" E a distance of 45.14 feet to a point; N 64°17'42" W a distance of 65.98 feet to a point; S 86°27'26" W a distance of 122.65 feet to a point; N 56°52'22" W a distance of 255.94 feet to a point; N 81°07'27" W a distance of 147.85 feet to a point; S 47°02'19" W a distance of 59.08 feet to a point; N 61°15'41" W a distance of 49.20 feet to a point; S 80°52'09" W a distance of 72.20 feet to a point; S 48°18'24" W a distance of 51.06 feet to a point; N 78°59'36" W a distance of 69.68 feet to a point; N 43°27'33" W a distance of 150.88 feet to a point; S 52°00'36" W a distance of 78.20 feet to a point; N 30°51'12" W a distance of 167.89 feet to a point; S 58°37'49" W a distance of 81.39 feet to a point; N 10°52'43" E a distance of 83.62 feet to a point; N 21°11'41" W a distance of 63.65 feet to a point; S 89°50'44" W a distance of 56.24 feet to a point; N 33°57'06" W a distance of 82.22 feet to a point; S 47°50'04" W a distance of 109.54 feet to a point; S 85°59'54" W a distance of 68.34 feet to a point; N 19°14'56" W a distance of 92.28 feet to a point; N 07°29'26" W a distance of 101.10 feet to a point; N 49°45'01" W a distance of 128.95 feet to a point; N 39°50'46" W a distance of 95.24 feet to a point; N 67°20'17" W a distance of 106.33 feet to a point; N 22°14'12" W a distance of 32.19 feet to a point; N 79°17'11" E a distance of 64.98 feet to a point; N 07°22'00" E a distance of 127.78 feet to a point; N 55°18'48" W a distance of 60.31 feet to a point; S 70°05'46" W a distance of 118.82 feet to a point; N 33°58'07" W a distance of 134.40 feet to a point; N 09°46'08" E a distance of 43.21 feet to a point; N 38°26'07" W a distance of 178.22 feet to a point; N 16°23'14" W a distance of 53.92 feet to a point; N 44°08'31" E a distance of 171.79 feet to a point; N 43°57'20" W a distance of 198.29 feet to a point; N 17°46'56" W a distance of 90.30 feet to a point. Thence leaving the run of Little Poplar Creek along the run of Poplar Creek the following bearings and distances: N 78°34'46" E a distance of 72.20 feet to a point; N 30°00'44" E a distance of 101.76 feet to a point; S 87°50'06" E a distance of 146.78 feet to a point; S 48°34'47" E a distance of 138.45 feet to a point; N 49°26'24" E a distance of 157.59 feet to a point; N 14°34'31" W a distance of 138.11 feet to a point; N 16°30'09" E a distance of 152.27 feet to a point; N 06°21'11" W a distance of 81.79 feet to a point; N 33°41'56" W a distance of 67.35 feet to a point; N 09°00'49" E a distance of 111.62 feet to a point; N 46°37'26" W a distance of 64.76 feet to a point; N 33°29'09" E a distance of 62.31 feet to a point; N 45°46'01" W a distance of 83.64 feet to a point; N 13°05'06" W a distance of 131.51 feet to a point; N 20°21'14" E a distance of 53.24 feet to a point; N 63°12'29" E a distance of 151.94 feet to a point; N 42°27'56" W a distance of 110.53 feet to a point; N 68°08'16" W a distance of 251.32 feet to a point. N 07°09'24" E a distance of 166.40 feet to a point; N 54°42'11" W a distance of 225.15 feet to a point; N 02°29'41" W a distance of 96.17 feet to a point; N 47°41'28" E a distance of 119.03 feet to a point; N 51°49'23" W a distance of 225.63 feet to a computed point. Thence leaving the run of Poplar Creek N 01°22'13" E a distance of 1188.43 feet to a computed point. Thence S 89°04'19" E a distance of 1086.38 feet to a computed point. Thence S 88°10'41" E a distance of 1246.67 feet to an iron pipe found. Thence N 00°27'00" E a distance of 2413.24 feet to an iron pipe found. Thence N 89°30'47" E a distance of 1547.49 feet to a concrete monument found. Thence S 18°38'49" W a distance of 476.43 feet to an iron pipe found. Thence S 17°48'26" W a distance of 1273.32 feet to an iron pipe found. Thence S 18°02'24" W a distance of 529.14 feet to an existing axle. Thence S 18°07'54" W a distance of 275.39 feet to an existing (bent) axle. Thence N 88°32'11" E a distance of 3457.38 feet to a computed point and the **POINT OF BEGINNING** and containing 498.283 acres (21705206 square feet).

Section 2. The Mayor of the Town of Smithfield shall cause to be recorded in the office of the Register of Deeds of Johnston County, and in the office of the Secretary of State in Raleigh, North Carolina an accurate map of the annexed territory, described in Section 1 above, together with a duly certified copy of this ordinance. Such a map shall be delivered to the Johnston County Board of Elections, as required by NCGS 163-288.1

Section 3. The Mayor of the Town of Smithfield shall cause to be recorded in the office of the Register of Deeds of Johnston County, and in the office of the Secretary of State in Raleigh, North Carolina an accurate map of the annexed territory, described in Section 1 above, together with a duly certified copy of this ordinance. Such a map shall be delivered to the Johnston County Board of Elections, as required by NCGS 163-288.1.

Adopted this the 7th day of October, 2025.

M. Andy Moore, Mayor

ATTEST:

Elaine Andrews, Town Clerk

APPROVED AS TO FORM:

Robert Spence, Jr., Town Attorney



Request for Town Council Action

Public CZ-25-05
Hearing:
Date: 10/07/2025

Subject: Bellamy R-8 Conditional Zoning Map Amendment
Department: Planning Department
Presented by: Planning Director - Stephen Wensman
Presentation: Public Hearing

Issue Statement

Rock Tower Partners LLC is requesting approval of Bellamy, a R-8 conditional rezoning master plan consisting of 1,147 units of residential: 870 detached single-family residential lots and 277-townhouse lots over 498-acres of land.

Financial Impact

The subdivision will add to the town's tax base.

Action Needed

The Town Council is respectfully requested to hold a public hearing to review the conditional rezoning master plan and decide whether to grant approval, approval with conditions, or denial.

Recommendation

Planning Staff recommend approval of CZ-25-05 with 7 conditions with a statement declaring the request consistent with the Town of Smithfield Comprehensive Growth Management Plan and that the request is reasonable and in the public interest.

Approved: ☒ Town Manager ☐ Town Attorney

Attachments:

1. Staff report
2. Consistency Statement
3. Application
4. Bellamy Rezoning Booklet and Narrative
5. Bellamy Master Plan Set
6. Poplar Creek to WM Road Trail Map
7. Plan Render and Presentation Map
8. 9/4/25 Draft of Planning Board Minutes



Staff Report

Public CZ-25-05
Hearing:

OVERVIEW:

Rock Tower Partners LLC is requesting approval of Bellamy, a R-8 conditional rezoning master plan consisting of 1,147 units of residential: 870 detached single-family residential lots and 277-townhouse lots over 498-acres of land. The development area is concurrently seeking annexation into the Town of Smithfield.

This item was continued from the September 16, 2025 Town Council meeting. The public hearing has been duly re-advertised, and adjoining property owners have been re-notified.

PROPERTY LOCATION:

The property is on located on Wilson Mills Road and Lee-Youngblood Road, north and east of Poplar Creek.

APPLICATION DATA:

Applicant/Developer:	Rock Tower Partners, LLC
Owner:	E&F Properties Inc.
Engineer:	McAdams (David Bergmark)
Proposed Use:	Medium density residential
Fire District:	Wilsons Mills
School Impacts:	Additional students
Parks and Recreation:	Park Dedication Proposed (125-acres)
Water and Sewer Provider:	Town of Smithfield
Electric Provider:	Duke
Existing Zoning:	R-20A and WS-IV PA Overlay
Proposed Zoning:	R-8 CZ and WS-IV PA Overlay
Tax IDs:	17K08039A/17K08032
Land area:	498.283 acres
Active/Managed Open Space:	7 acres
Passive/Unmanaged Open Space:	150 acres
Public R/W:	+/-46,000 lin. ft.
Water Main:	+/- 48,900 lin. ft.
Sewer Main:	+/- 50,900 lin. ft.
Development Density:	2.4 dwelling units/acre

ADJACENT ZONING AND LAND USES:

(see attached map)

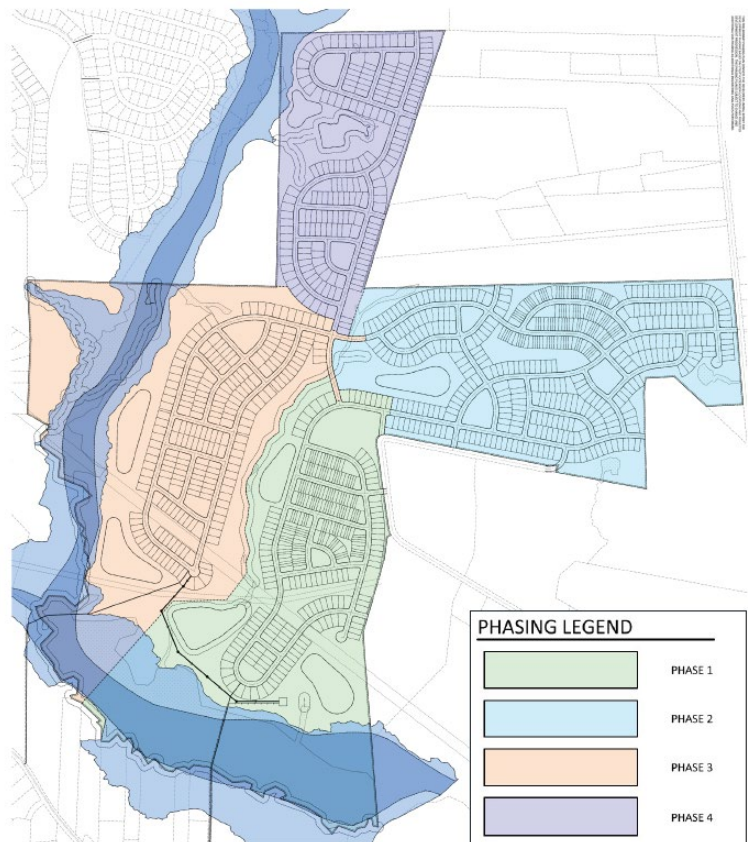
	Zoning	Existing Land Uses
North	AG/SFR (Wilsons Mills)	Agriculture/Single Family Residential
South	R-20A	Rural Residential/Agricultural.
East	R-20A	Rural Residential/Agricultural.
West	R-20A/SFR-2	Residential/Agricultural.

EXISTING CONDITIONS/ENVIRONMENTAL:

The property considered for approval is agricultural land with woodlands, wetlands and fields. There are several blueline streams and floodplain present on the site. A gasoline easement bi-sects the development from west to east. The property is within the WS-IV Protected Area Overlay.

MASTER PLAN/ANALYSIS:

- **Comprehensive Land Use Plan.** The comprehensive plan guides the most of the site for low density residential 1-4 dwelling units per acre comprised of primarily single-family residential and context sensitive attached units. The proposed density of 2.4 matches low density residential guidance.
- **Voluntary Annexation.** The developer has petitioned for voluntary annexation of the entire development site.
- **Development Phasing.** The construction is expected to begin in 2028 and last approximately ten years and consist of 4 phases. Phasing is subject to change and sub-phasing may occur.



- **Proposed Land Uses.** The proposed land uses within the development are shown in this table:

PERMITTED USE TABLE	
	R-8-CZ
Residential Uses	
Dwelling, single-family detached	P
Dwelling, single-family attached (townhouse)	PS (UDO Section 7.3)
Accessory Structures	P
Private Recreation Facility	P
Customary Home Occupation	PS (UDO Section 7.3)
Public or neighborhood swimming pools	P
Public or private neighborhood tennis courts	P
Nature observation points	P
Parks and recreation areas	P
Playgrounds	P
Recreation buildings and facilities for residential developments	P

- **Utilities.** The water and sewer utilities will be Town of Smithfield. Electric utilities will be Duke.
- **Site Access, traffic and lateral connections.**
 - The access to the development will be from a single access on Wilsons Mills Road and 4 access points onto Lee-Youngblood Road. The portion of Lee-Youngblood Road and right-of-way that enters the development site is proposed to be vacated by the development.
 - The master plan shows 5 points of lateral access to connect with future development.
 - There is no lateral access shown to connect to the Tralee Subdivision (west of Bellamy). The developer of Tralee has asked for a lateral connection claiming the development will landlock the parcel.
 - A Traffic Impact Analysis (TIA) will be required prior to preliminary plat and the elimination of a portion of Lee-Young Blood Road and other road safety improvements will be determined by NCDOT.
- **Streets.**
 - The developer is proposing approximately 46,000 lin. feet (8.75 miles) of streets.
 - 27' wide b/b streets in 50' wide public right-of-way. The Town's standard right-of-way width is 60 feet.
 - Sidewalks are proposed on one side of each street..
- **Curb and gutter.** The developer is proposing standard curb and gutter through the development.

- **Stormwater Management.** The developer has shown conceptual stormwater control measures (SCMs) throughout the development with maintenance access considered. The development will exceed 24% impervious requiring specific stormwater measures. A stormwater management plan will be required with the development of the site.
- **Open Space and Site Amenities.** The development includes the following:
 - A private central “main amenity area” (5-acres) to include a pool, 2-sport courts, clubhouse and playground.
 - 9 private pocket parks (9-acres), each a minimum of 0.5 acres in size. At least 3 of the pocket parks will have active play equipment installed.
 - Soft surface trail within the 100’ wide gas easement (subject to gas company approval).
 - Proposed public park dedication (+/-125-acres). This land area includes floodplain and adjacent area that may be suitable for trails and passive recreation. The Parks Department need active park area, not passive parks, however the Johnston County Parks Plan (in planning phase) has identified a future trail corridor along the Poplar Creek to Swift Creek Road that would run in the southern portion of the Bellamy development. The Developer should provide a 30’ wide public easement for the future trail.
- **Landscaping and Buffering.**
 - The site is well buffered by floodplain on the west and south. Along the perimeter of the development a standard 15’ wide street yard is proposed. Along Lee-Youngblood Road, an enhanced 20’ wide street yard is proposed with a planted berm.
- **Trash and Recycling.** The HOA should require trash and recycling roll-offs be screened from the public right-of-way or stored in garages or rear yards.
- **Subdivision Signs.** Ground mounted subdivisions signs are required features of subdivisions. The master plan does not provide this level of detail.
- **Homeowner’s Association.** An HOA will own and maintain the recreation and open space areas and amenities, stormwater facilities, walking trails, and landscaping.
 - The HOA should also manage no parking on streets.
 - The HOA declarations need to be submitted for review by the Town Attorney prior to final plat.
- **Parking.**
 - The required parking of 2 spaces per unit will be met.
 - Guest parking will be in the form of on-street parallel spaces or small off-street parking lots in nearby common areas (not shown). This should be a condition of approval.
- **Mail Kiosks.** The US Postal Service requires clustered mailboxes with all new developments. The location of the mailboxes is not shown. This is a requirement in the UDO that will need to be addressed with the future preliminary plat.

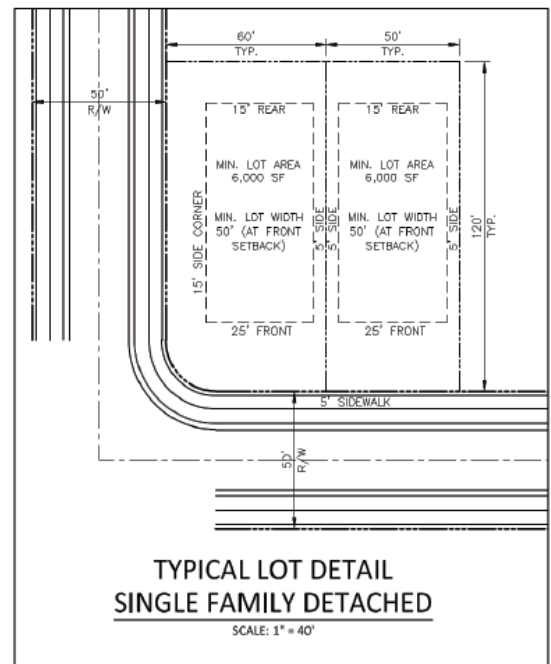
- **Dimensional Standards.** The applicant is proposing 4 different lot sizes.
 - (277) 22'x120' Townhome lots (may be 20' wide).
 - (125) 70'x120' Detached Single-family lots
 - (72) 60'x120' Detached Single-family lots
 - (673) 50'x120' Detached Single-family lots

Detached Single-Family Minimum Standards.

LOT DIMENSIONS	
Minimum Lot Area	6,000 sq ft
Minimum Lot Frontage	50 ft

SETBACKS	
Minimum Front	25 ft
Corner Side	15 ft
Minimum Side	5 ft
Minimum Rear	15 ft
Accessory Building Setback	5 ft
Minimum Driveway Length	25 ft

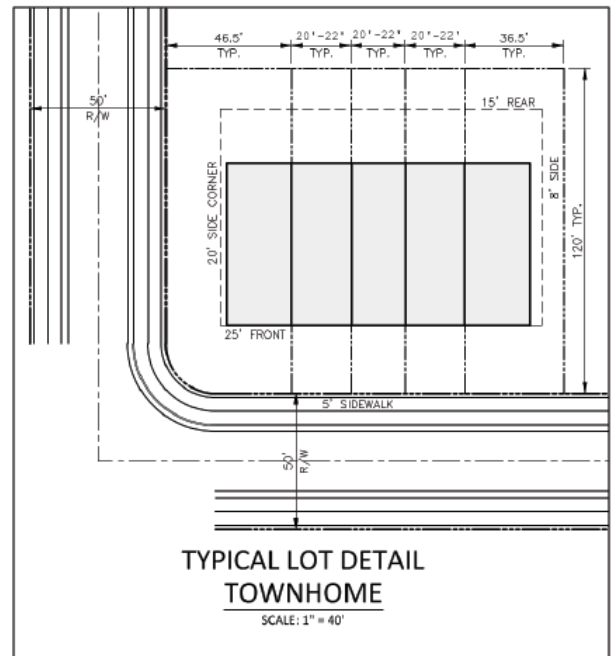
NOTE: Minimum driveway length of 25' required for all single family detached lots.



Townhouse Minimum Standards.

LOT DIMENSIONS	
Minimum Lot Area	2,200 sq ft
Minimum Lot Frontage	20 ft

SETBACKS	
Minimum Front	25 ft
Corner Side	20 ft
Minimum Side	8 ft
Minimum Building Separation	20 ft
Minimum Rear	15 ft



▪ **Architecture.**

Single-family detached

- All detached houses will be one or two stories with a slab foundation.
- Each single family detached house will include a front-loaded garage.
- Within the development, multiple types and styles of vinyl siding will be utilized to provide visual interest.
- The front façade of each house will include masonry accents, which may be provided in the form of a water table, accent wall, trim elements around windows or doors, or other similar architectural features.
- Variation in roof design will be provided between homes, through the use of variable roof pitch, dormers, gables, or similar visual differentiators.
- Window accents and trim will be provided for each house.
- A covered front porch will be provided for each house.
- At a minimum, each home will include a rear patio area.

Townhouses

- All townhouses will be a minimum of two stories and will be a minimum of 20' wide on a slab foundation.
- Each townhouse will, at a minimum, include a front-loaded single-car garage.
- Each Townhouse building (comprised of 3 or more attached units) will include multiple types or styles of vinyl siding to create visual interest.
- The front façade of each townhouse building will include masonry accents, which may be provided in the form of a water table, accent wall, trim elements around windows or doors, or other similar architectural features.
- Each Townhouse building will include variations in roof design through the use of variable roof pitch, dormers, or gables.
- Window accents and trim will be provided for each townhouse.
- Each townhouse will feature one of the following: doorway entry features or covered porch.

- At a minimum, each townhome will include a rear patio.

CONDITIONAL ZONING:

- **Requested Deviations from UDO.** The developer is seeking deviations from the UDO as part of the rezoning. The purpose of conditional zoning is to provide flexibility from conventional zoning and to allow creative projects to occur through a negotiated (give and take) approach to achieve the desired project that both the developer and town mutually can be satisfied with. The applicant is seeking the following deviations from the following UDO Requirements:

UDO Standard	Existing Standard	Proposed Standard
Single Family Lots		
Min. Lot Area	8,000 sq. ft.	6,000 sq. ft.
Min. Lot Frontage	70 ft.	50 ft.
Min. Front Yard Setback	30 ft.	25 ft.
Min. Corner Side Setback	15 ft.	15 ft.
Min. Side Setback	10 ft.	5 ft.
Min. Rear Setback	25 ft.	15 ft.
Min. Acc. Structure Setback	10 ft.	5 ft.
Townhouse Lots		
Min. Lot Area	4500 sq. ft. gross site area	2,200 sq. ft.
Min Lot Frontage	N/A	20 ft.
Min Front Yard Setback	30 ft.	25 ft.
Min. Corner Side Setback	15 ft.	20 ft.
Min. Side Setback	10 ft.	8 ft.
Min. Bldg. Separation	30-40 ft. depending on height of townhouse	20 ft.
Min Rear Setback	25 ft.	15 ft.
Other Standards		
Street R/W	60 ft. wide	50 ft wide

- **Proposed Standards Exceeding UDO Requirements.**
 - More than 125 acres of passive recreation area.
 - Private recreational amenities.
 - 20' wide street yard with landscaped berm
 - Guest parking areas (not shown on masterplan)
 - Architectural standards.

CONSISTENCY STATEMENT (Staff Opinion):

With the approval of the rezoning, the Town Council is required to adopt a statement describing whether the action is consistent with the 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 development is consistent with the low density guidance of the comprehensive plan.
- **Consistency with the Unified Development Code** – The property will be developed in conformance with the UDO conditional zoning provisions that allows flexibility in development standards on a site-by-site basis based on design considerations.
- **Compatibility with Surrounding Land Uses** - The proposed development will be compatible with surrounding land uses.

PLANNING BOARD RECOMMENDATION:

The Planning Board unanimously recommended denial finding the proposed development incompatible with the surrounding land uses. Concerns were primarily related to:

- Closure of the northern part of Lee Youngblood Road which provides the primary access to the Youngblood Hog Farm for trucks and other traffic safety concerns.
- Concerns that the residential development is incompatible with the adjacent Hog Farm generally.

ADDITIONAL CONCERNS RAISED TO BE CONSIDERED:

- Auxillary parking in the townhomes should be shown or provided.
- 5' side setbacks are too little and should maintain a standard 10' setback.

RECOMMENDATION:

Planning Staff recommends approval of CZ-25-05 with the following conditions:

1. That the trash and recycling roll-off containers in the single family and townhouses units be screened from the public right-of-way or stored within a garage or the rear yards and enforced by the HOA.
2. The HOA declarations be submitted for review by the Town Attorney with the preliminary plat.
3. That an HOA be responsible for the maintenance of all private open space and recreational amenities, SCMs, parking areas, mail kiosks, etc.
4. That the architectural standards be included in the HOA declarations.
5. That residential driveways be a minimum of 12' wide.

6. If not included within a public dedication of recreation area accepted by the Town, the developer will dedicate a 30' wide public trail easement for the future Johnston County Trail along Poplar Creek.
7. That road access be provided to the +/- 37 acres to the west in the Tralee Development.

Additional conditions to consider:

8. That auxiliary parking be incorporated into the town house areas such that there be at least 2-3 additional parking spaces per townhouse building.
9. That the side yard setbacks be a minimum of 10' for the single-family homes.

RECOMMENDED MOTION:

"Move to approve zoning map amendment, CZ-25-05, with 7 conditions of approval, finding the rezoning consistent with the Town of Smithfield Comprehensive Growth Management Plan and other adopted plans, and that the amendment is reasonable and in the public interest."

**THE TOWN OF SMITHFIELD
UNIFIED DEVELOPMENT ORDINANCE
ZONING MAP AMENDMENT CONSISTENCY STATEMENT
BY THE SMITHFIELD TOWN COUNCIL
CZ-25-05**

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

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

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

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

That the Town Council recommendation regarding text amendment CZ-25-05 is based upon review of and consistency with, the Town of Smithfield *Comprehensive Growth Management Plan* and any other officially adopted plan that is applicable, along with additional agenda information provided to the Town Council and information provided at the public hearing; and

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

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

That the final recommendation regarding zoning map amendment CZ-25-05 is based upon review of, and consistency, the Town of Smithfield *Comprehensive Growth Management Plan* and other officially adopted plans that are applicable; and

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



**Town of Smithfield
Planning Department**

350 E. Market St Smithfield, NC 27577

Smithfield-NC.com

919-934-2116

CONDITIONAL ZONING APPLICATION

Development Name **Bellamy**

Proposed Use **Residential - Single Family Detached and Townhouses**

Project location or address

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

PIN# **168500-97-7612**

TAX ID# **17K08039A**

169600-11-0117

17K08032

Project type? ☐ Single Family ☐ Townhouse ☐ Multi-Family ☐ Non-Residential ☐ PUD/Mixed Use

PROPERTY OWNER INFORMATION

Name

Address

Phone

Email

OWNER/DEVELOPER INFORMATION

Company Name

Contact Name

Address

Phone

Email

CONSULTANT/ENGINEERING FIRM

Company Name

Contact Name

Address

Phone

Email

ZONING INFORMATION


Existing Zoning District

Proposed Zoning District

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

Overlay District? ☐ Yes ☐ No

Inside City Limits? ☐ Yes ☐ No

ENVIRONMENTAL QUALITY DATA INFORMATION			
Existing Impervious Surface acres/sf	5,000 SF (estimate)	Flood Hazard Area	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Proposed Impervious Surface acres/sf	*7,600,000 SF (estimate)	Neuse River Buffer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Watershed Protection Area	WS-IV NSW Protected Area	Wetlands	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
FEMA Map Panel	3720169500K & 3720168500K & 3720169600K	Base Flood Elevation	130.2
* public parkland dedication to count toward impervious/pervious surface ratio			
SITE DATA			
Total # of single-family lots	Maximum 870	Total densities per zoning district	Maximum 2.40 u/ac
Total # of townhouse lots	Maximum 277	Acreage in active open space ~	7 acres (see Master Plan)
Total # of all lots	Maximum 1,147	Acreage in passive open space ~	150 acres (see Master Plan)
Linear feet of new roadways ~	46,000 (see Master Plan)	Linear feet of new sewer mains ~	50,900 (internal + offsite extension)
Linear feet of new water mains ~	48,900 (internal + offsite extension)	Linear feet of new sidewalks ~	46,000 (see Master Plan)
Proposed sewer allocation ~	301,088 GPD	Linear feet in new trails -	
SIGNATURE BLOCK (Applicable to all developments)			
<p>In filing this plan as the property owner(s), I/we do hereby agree and firmly bind ourselves, my/our heirs, executors, administrators, successors and assigns jointly and severally to construct all improvements and make all dedications as shown on this proposed plan as approved by the Town.</p>			
<p>I hereby designate <u>Rock Tower Partners, LLC</u> to serve as my agent regarding this application, to receive and respond to administrative comments, to resubmit plans on my behalf, and to represent me in any public meeting regarding this application.</p>			
<p>I/we have read, acknowledge, and affirm that this project is conforming to all application requirements applicable with the proposed development use.</p>			
Signature - Owner		Date	
<p><i>owner signature on next page</i></p>			
Signature - Applicant		Date	
<p>Rock Tower Partners, LLC </p>		<p>7-29-25</p>	
APPLICATION FEES			

Conditional Zoning (1 paper copy of the application, 2 paper copies of plan set & 1 Digital copy of all documents on USB flash drive)
\$ 400.00 + \$10 per acre

Application Date

Application Number

Application Fee

ENVIRONMENTAL QUALITY DATA INFORMATION			
Existing Impervious Surface acres/sf	5,000 SF (estimate)	Flood Hazard Area	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Proposed Impervious Surface acres/sf	*7,600,000 SF (estimate)	Neuse River Buffer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Watershed Protection Area	WS-IV NSW Protected Area	Wetlands	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
FEMA Map Panel	3720169500K & 3720168500K & 3720169600K	Base Flood Elevation	130.2
* public parkland dedication to count toward impervious/pervious surface ratio			
SITE DATA			
Total # of single-family lots	Maximum 870	Total densities per zoning district	Maximum 2.40 u/ac
Total # of townhouse lots	Maximum 277	Acreage in active open space	~ 7 acres (see Master Plan)
Total # of all lots	Maximum 1,147	Acreage in passive open space	~ 150 acres (see Master Plan)
Linear feet of new roadways	~ 46,000 (see Master Plan)	Linear feet of new sewer mains	~ 50,900 (internal + offsite extension)
Linear feet of new water mains	~ 48,900 (internal + offsite extension)	Linear feet of new sidewalks	~ 46,000 (see Master Plan)
Proposed sewer allocation	~ 301,088 GPD	Linear feet in new trails	-
SIGNATURE BLOCK (Applicable to all developments)			
In filing this plan as the property owner(s), I/we do hereby agree and firmly bind ourselves, my/our heirs, executors, administrators, successors and assigns jointly and severally to construct all improvements and make all dedications as shown on this proposed plan as approved by the Town.			
I hereby designate <u>Rock Tower Partners, LLC</u> to serve as my agent regarding this application, to receive and respond to administrative comments, to resubmit plans on my behalf, and to represent me in any public meeting regarding this application.			
Signature <u>Olin B Holdry</u>		Date <u>7/28/25</u>	
I/we have read, acknowledge, and affirm that this project is conforming to all application requirements applicable with the proposed development use.			
Signature <u>Olin B Holdry</u>		Date <u>7/28/25</u>	
Signature		Date	
APPLICATION FEES			

Conditional Zoning (1 paper copy of the application, 2 paper copies of plan set & 1 Digital copy of all documents on USB flash drive)
\$ 400.00 + \$10 per acre

Application Date

Application Number

Application Fee

OWNER AUTHORIZATION

I hereby give CONSENT to Rock Tower Partners, LLC (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 Olivia B Holding Printed Name of Owner Olivia Holding

North Carolina

(State)

Johnston

(County)

I, Anita C. Mitchell, a Notary Public in and for said County and State, do hereby certify that Olivia B. Holding personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and notarial seal this the 28th day of July 2025.

Notary Public:

Anita C. Mitchell

(Printed Name)

Anita C. Mitchell

(Signature)



County of Commission:

Johnston

Commission Expires:

8-8-2029

PROJECT NARRATIVE

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

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

INFORMATION TO BE PROVIDED ON PLAN

The Town of Smithfield Site Plan Requirements is found in Article 5 of the Unified Development Ordinance. Site plans shall contain the following information, if applicable, as determined by the UDO Administrator:

- ☐ Preferred sheet size is 24" x 36" for site plans (maximum sheet size of 30" x 42"); if more than one sheet, all sheets should be numbered; should be the same size and scale; and should show match lines, along with an index sheet.
- ☐ Submittals should also be made in digital PDF file format.
- ☐ The site plan shall be prepared by a professional engineer, registered land surveyor, or licensed architect.
- ☐ Engineer's scale – no smaller than 1" = 100' for Site Plans unless approved by staff. Larger scale showing more detail is better. Include both a graphic scale and a numeric scale. The site plan shall be based on the latest tax map information and shall be of a size as required by each individual site plan.
- ☐ North arrow or compass rose.
- ☐ Date (original and all revisions) should be shown on all sheets.
- ☐ A vicinity map of the site with reference to surrounding areas and existing street locations.
- ☐ The name and address of the owner and site plan applicant, together with the names of the owners of all contiguous land and of property directly across the street as shown by the most recent tax records
- ☐ Proof of ownership - Deed book and page reference demonstrating ownership of property.
- ☐ Parcel Identification Numbers (PIN) for site and adjacent properties.

Existing Conditions:

- ☐ The total area (acreage), and the exterior boundary of all land included in the request for approval (defined by metes and bounds, with the source of all boundary information referenced). All adjoining property lines should also be shown.
- ☐ Location of all existing structures, including their outside dimensions and elevations, streets, entrances, and exits on the site, on contiguous property, and on property directly across the street.
- ☐ Required setbacks, setback lines, or typical lots.
- ☐ Location, width and identification of all existing easements (public and private), defined by centerline bearings, distances and ties to property corners (with standard notes).
- ☐ Location of existing watercourses, ponds, flood zones, water supply watershed areas, and riparian buffers.
- ☐ Show all existing physical features, including existing trees greater than eight (8) inches in diameter measured four and one-half (4.5) feet above ground level include the tree line of wooded areas and individual trees eight (8) inches in diameter or more, identified by common or scientific name, and significant soil conditions.
- ☐ Topography showing existing contours at no greater than ten (10) foot intervals. All reference benchmarks shall be clearly designated.
- ☐ Existing zoning of the property, including zoning district lines where applicable.
- ☐ Location of existing sanitary waste disposal systems, water mains and appurtenances (including fire hydrants) on or adjacent to the parcel.
- ☐ Other utility lines both under- and above-ground, including electric power, telephone, gas, cable television
- ☐ Existing open space and any other common areas.
- ☐ Existing parking and loading areas.

Proposed Conditions:

- ☐ All proposed streets, drives, parking areas, fire lanes and access, loading and unloading areas with dimensions, traffic patterns, access aisles, and curb radii per the requirements of Article 10, Part I.
- ☐ The total quantity of parking spaces required and the total quantity of parking spaces provided. Indicate uses of buildings.
- ☐ Sight distance triangles (minimum 10' by 70' for driveway intersections at ROW lines; or as per NCDOT requirements or Town of Smithfield UDO Section 2.21 at all other intersections
- ☐ Location of all proposed structures, including their outside dimensions and elevations, streets, entrances and exits on the site.
- ☐ Sidewalks, trails and other pedestrian ways with locations, dimensions and surfacing, including handicap curb cuts. Internal sidewalks and/or other proposed means of pedestrian access (note: internal pedestrian access should connect with public ROW sidewalk).
- ☐ General location and design of proposed sanitary waste disposal systems, water mains and appurtenances (including fire hydrants) on or adjacent to the parcel, as applicable
- ☐ Proposed other utility lines both under- and above-ground, including electric power, telephone, gas, cable television.
- ☐ Location of all US Clean Water Act Section 404 wetland areas, detention/retention ponds (Best Management Practices), riparian buffers and impervious surface areas with area dimensions, and ratios of impervious surface to the total size of the lot.
- ☐ Location of all proposed common areas.
- ☐ All parcels of land proposed to be designated, dedicated and/or reserved, for public or private use, shown with total land area and boundary descriptions.
- ☐ Distance between buildings and height of buildings.
- ☐ Building locations, footprints, entrances area by floor (sq.ft.), finished floor elevation (first).
- ☐ Location, dimensions, and details of signs per the requirements of Article 10, Part III.
- ☐ Proposed building elevations and floor plans, if applicable.
- ☐ Conceptual traffic impact analysis.
- ☐ Conceptual grading plan: proposed contours with a maximum of two-foot contour intervals within 100 feet of all buildings and along all driveways, entrances, exits, private streets, parking areas, loading areas, retaining walls and a maximum of ten-foot contour intervals for the remainder of the property. Supplement with spot elevations where necessary. All topography should be referred to permanent benchmarks and referenced to accepted datum.
- ☐ Conceptual stormwater management provisions.
- ☐ Total impervious surface square footage and percentage calculations for all development.
- ☐ Conceptual site lighting plan:
- ☐ Dumpster (or any other trash handling facilities) location, proposed screening labeled with height material, dimensions of concrete pad and details of gates, including support. Any dumpster to be used for recycling should be labeled as such.
- ☐ Landscape Plan: Include the genus and species, common name, quantity, size and location of all plant material proposed to meet Article 10, Part II requirements. The plan must include a "plant list" (in chart form), which should be coded to the plan. Show all calculations used to determine the quantity of plants required. All proposed planting, should be coordinated with both the utility plan and the grading/storm drainage plan to eliminate conflicts. No landscaping allowed in water or sewer easements.
- ☐ Description of all fences, walls and/or berms used to fulfill landscaping or screening requirements with details and cross-sections as needed (all fences over 6 feet must be sealed by a licensed Engineer).

BELLAMY

CONDITIONAL REZONING REQUEST

Smithfield, North Carolina

August, 2025



Aerial view of the Bellamy site in Smithfield, NC

CONDITIONAL REZONING

Submittal Date: August 1, 2025

DEVELOPER – ROCK TOWER PARTNERS

Ben Mathis – Managing Partner
Ed Lynch – Land Development & Entitlement Manager

ENGINEERING – MCADAMS

Benjamin Mayo – Project Manager, Residential

PLANNING & DESIGN – MCADAMS

David Bergmark – Practice Lead, Development Entitlement

ROCK
TOWER



MCADAMS

Contents

01	02	05	06
SITE DATA	MASTER PLAN	OPEN SPACE	SUMMARY OF ZONING CONDITIONS
03	04	07	
LOTS + HOUSING TYPES	INFRASTRUCTURE	APPENDIX	

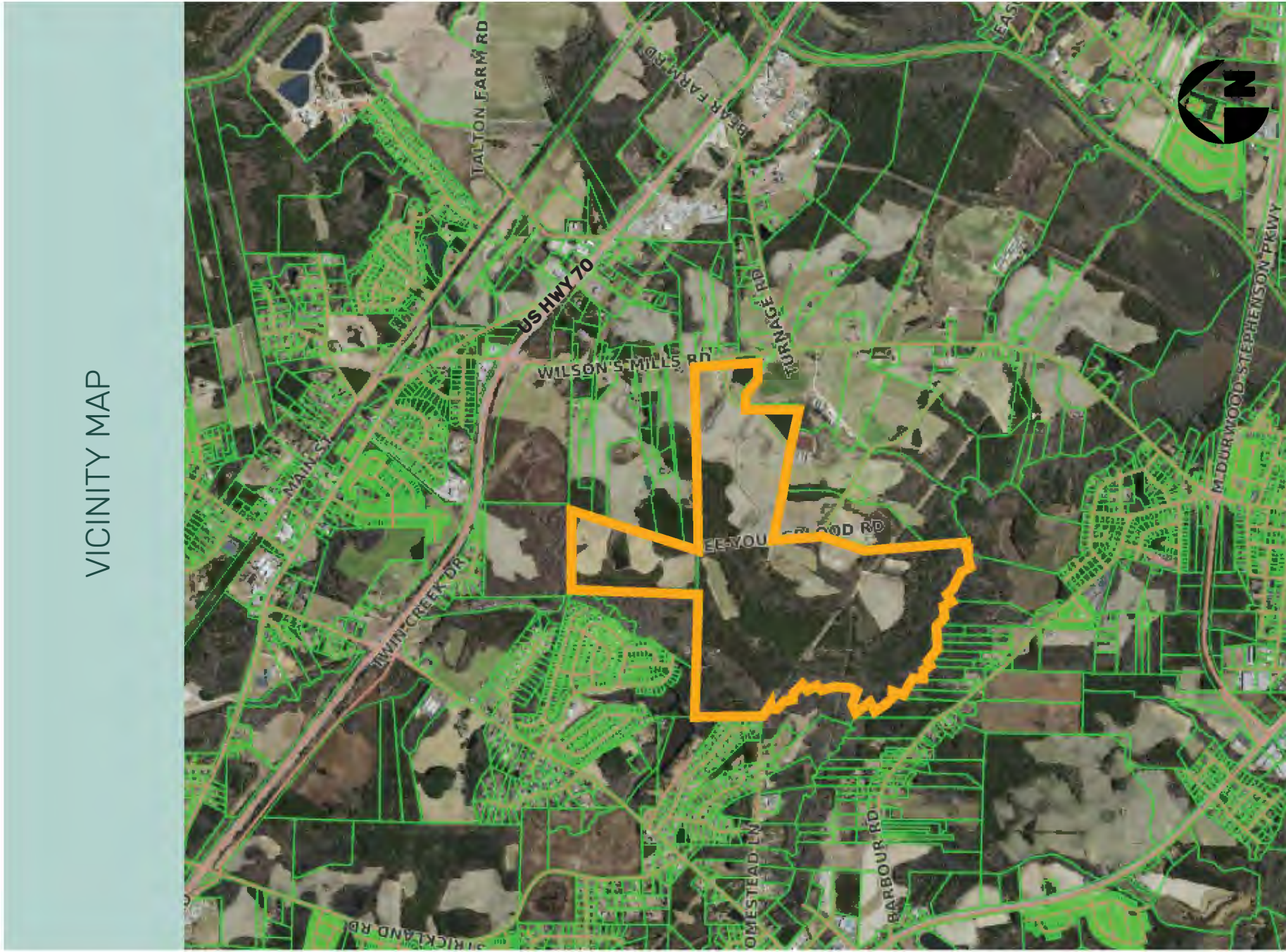
01

EXISTING CONDITIONS

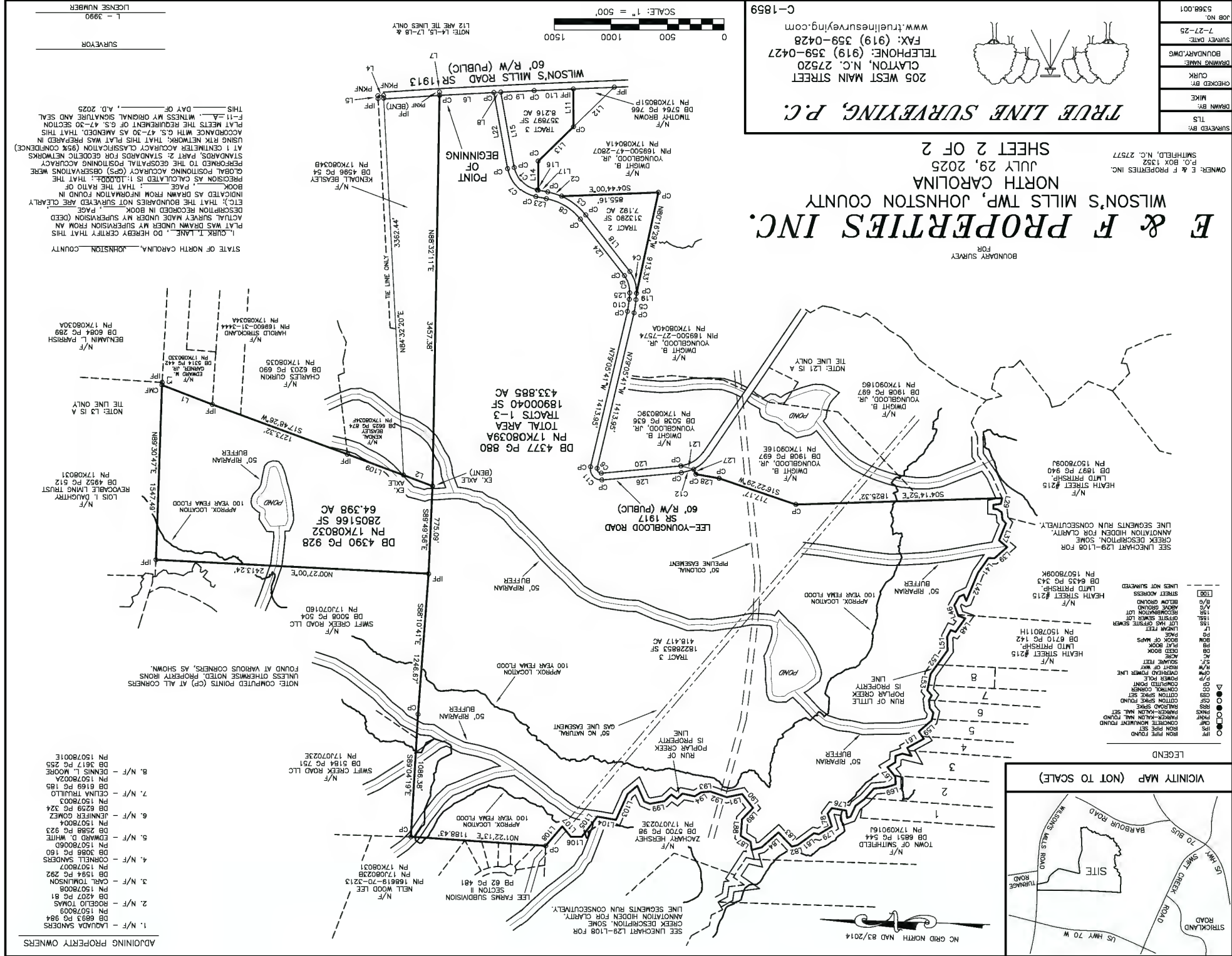
SITE DATA

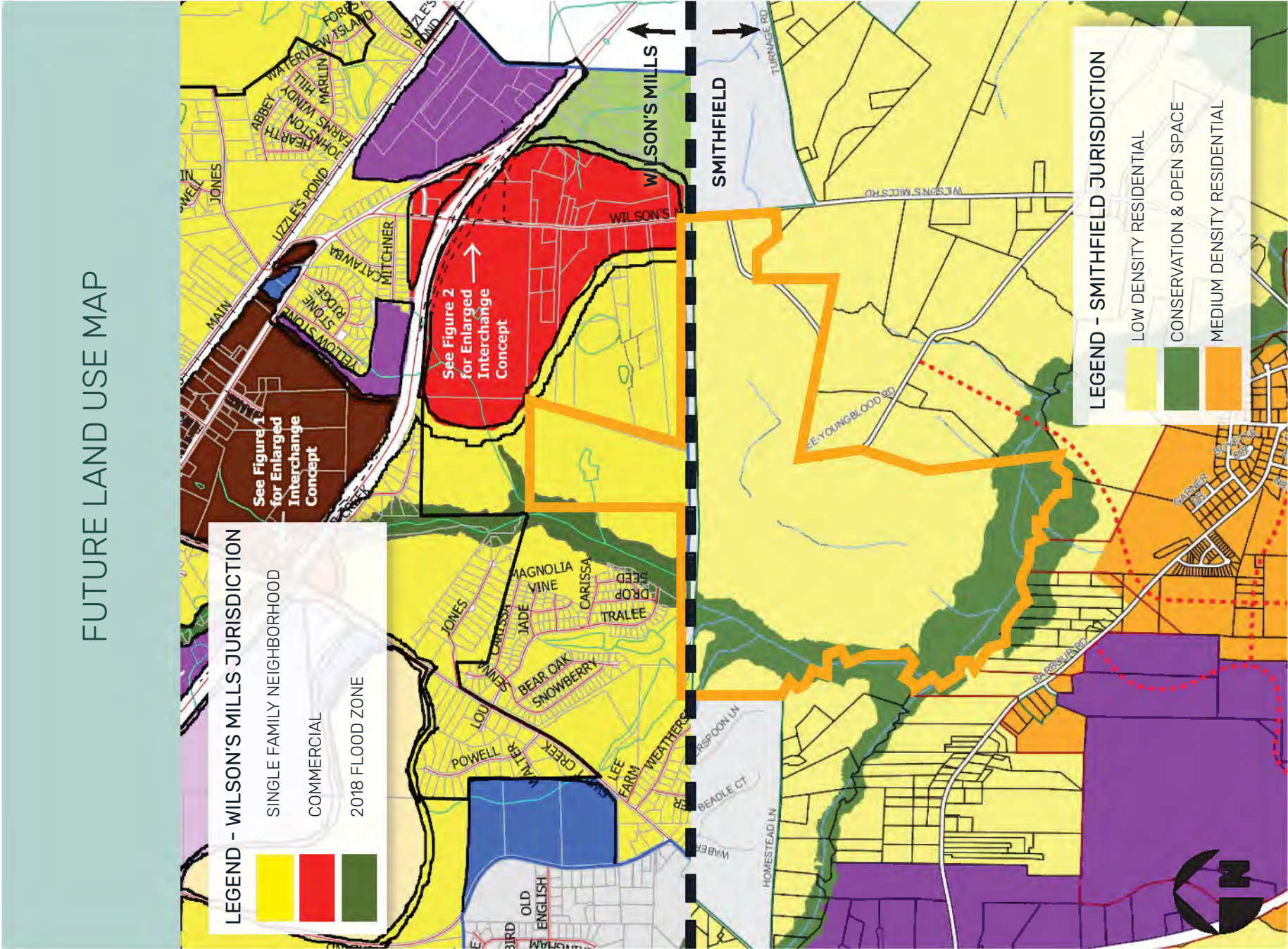
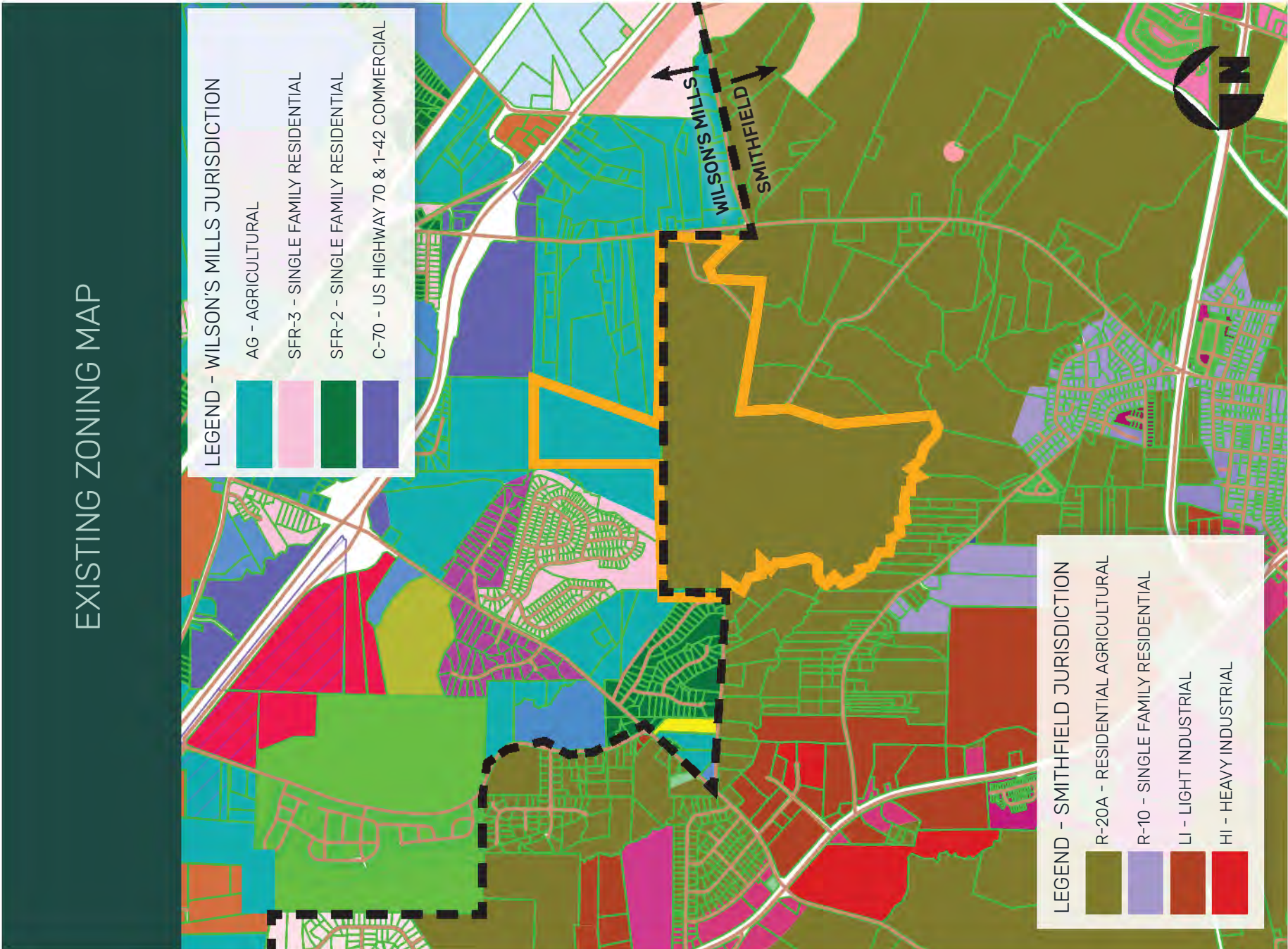
PROJECT NAME	HOLDING POINTE
DEVELOPER:	ROCK TOWER PARTNERS, LLC PO BOX 1797, CLAYTON NC 27528 PHONE: 252.341.1703 EMAILS: ELYNCH@ROCKTOWERPARTNERS.COM
DESIGN PROFESSIONAL:	MCADAMS 621 HILLSBOROUGH ST, SUITE 500, RALEIGH NC 27603 PHONE: 919.361.5000 EMAIL: BERGMARK@MCADAMSCO.COM
OWNER:	E & F PROPERTIES, INC PO BOX 1352, SMITHFIELD NC 27577
PARCEL IDENTIFICATION NUMBERS:	168500-97-7612 169600-11-0117
DEED REFERENCES:	DEED BOOK 04390, PAGE 0928 DEED BOOK 04377, PAGE 0880
EXISTING ZONING:	SMITHFIELD: R20-A (RESIDENTIAL AGRICULTURAL) WILSON'S MILLS: AG (AGRICULTURAL)
CURRENT USE:	AGRICULTURAL & RURAL RESIDENTIAL
PROPOSED ZONING:	SMITHFIELD: R-8-CZ (RESIDENTIAL, CONDITIONAL ZONING DISTRICT)
PROPOSED USE:	RESIDENTIAL
TOTAL PROJECT AREA:	498.283 ACRES
PROPOSED DENSITY:	2.40 UNITS/ACRE
PROPOSED LOTS:	1,147
SINGLE FAMILY DETACHED:	870 +/-
TOWNHOUSE	277 +/-
PUBLIC PARK LAND DEDICATION:	MINIMUM 125 ACRES (PROPOSED)_
PRIVATE OPEN SPACE:	ONE MAIN AMENITY (+/- 5 acres)
	+/- 9 POCKET PARKS
WATERSHED OVERLAY DISTRICT:	WS-IV NSW PROTECTED
AIRPORT OVERLAY DISTRICT:	ZONE D AND ZONE E
FEMA FIRM PANEL:	3720169500K, 3720168500K, 3720169600K
DEDICATED RIGHTS-OF-WAY:	46,000 LINEAR FEET

VICINITY MAP

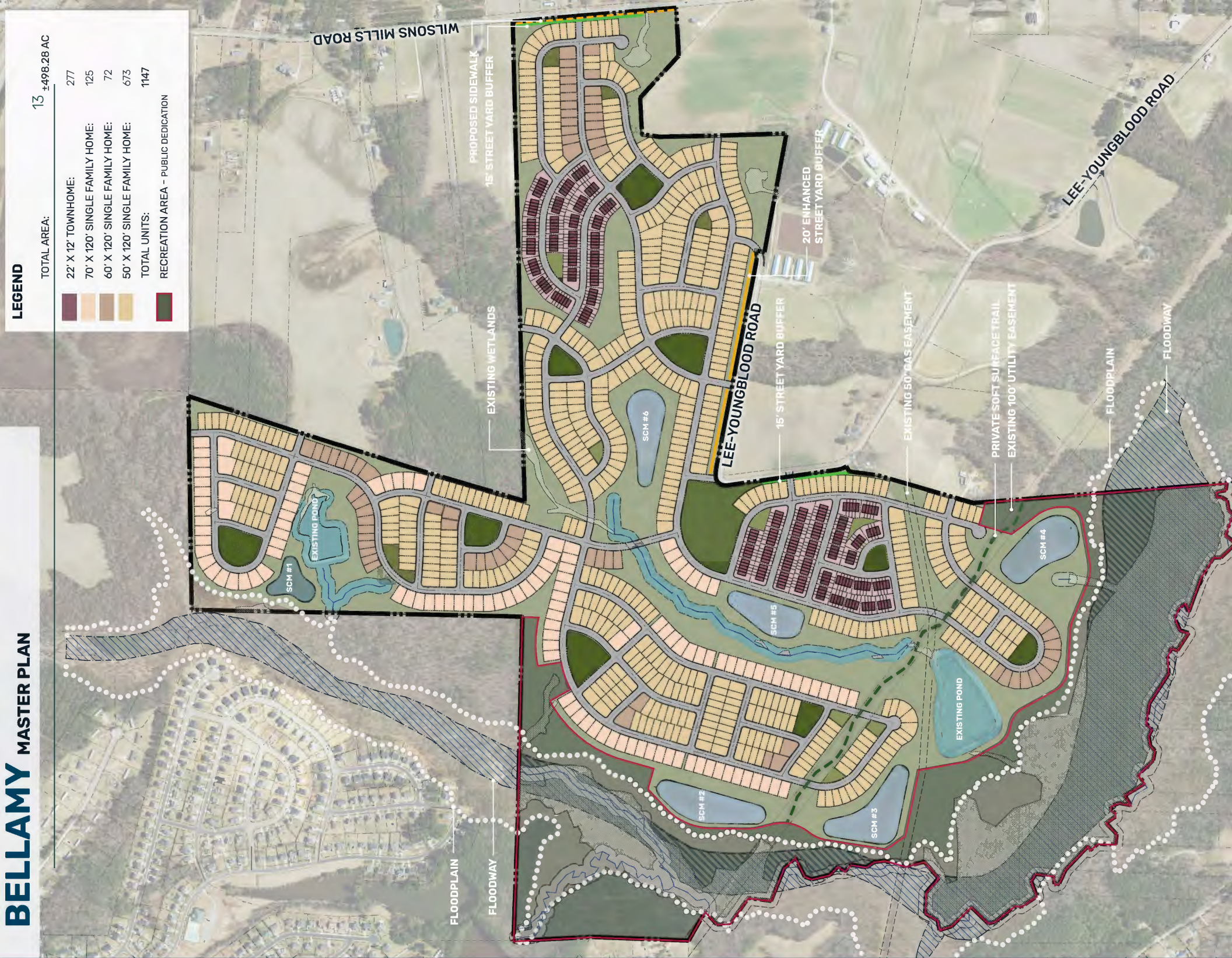


The subject site is located east of Wilson's Mills Road and Lee Youngblood Road





02
MASTER PLAN



VISION + INTENT

This conditional rezoning request is submitted with the purpose and intent of implementing the Town of Smithfield’s Future Land Use Map and facilitating the development of a well-designed neighborhood with a range of housing types and densities. The land use designation for this site is Low Density Residential. The development proposes a mix of housing types including detached single family homes on different lot sizes and townhomes. The maximum density is limited to 2.4 units per acre, which fits comfortably within the Low Density Residential land use designation. An annexation petition is submitted in conjunction with this rezoning request to bring the entire assemblage to Smithfield’s town limits.

The Master Plan submitted with this rezoning request carefully transitions densities and scale within the neighborhood and near its boundaries. To help mitigate potential visual impacts to surrounding roadways, a minimum 15’ Street Yard is proposed along the development where rear lot lines abut existing right-of-way. This development will provide a minimum of 125 acres of public recreation area dedication to the Town of Smithfield (exceeding the UDO requirement by approximately 10 acres). In addition, the development will include a minimum of eight (8) pocket parks, and a +/-5-acre neighborhood amenity site for the future residents to enjoy. Each private open space amenity will be carefully located with convenient resident access in mind.

Architectural standards are proposed to ensure high-quality materials and inviting aesthetics. In general, architectural standards provide enhanced architectural accents and differentiating features to support visual interest (see Rezoning Booklet for all architectural standards). The development is expected to provide all housing units for sale, at prices estimated to start at \$375,000 for detached houses and \$300,000 for townhouses.

The development will bring over 1,000 new families to the Smithfield community. To help address the immediate demand for services, the development will be strategically phased. As the houses are built incrementally, the need for municipal and utility services will come online incrementally as well.

Phasing will allow for a gradual increase in population (and a gradual increase in property taxes), which will allow the Town to plan for and provide appropriate emergency and municipal services to the houses as they become occupied. Furthermore, the proposed public recreation area dedication will increase Smithfield’s parks & recreation capacity and will serve the residents of Bellamy as well as the community as a whole.

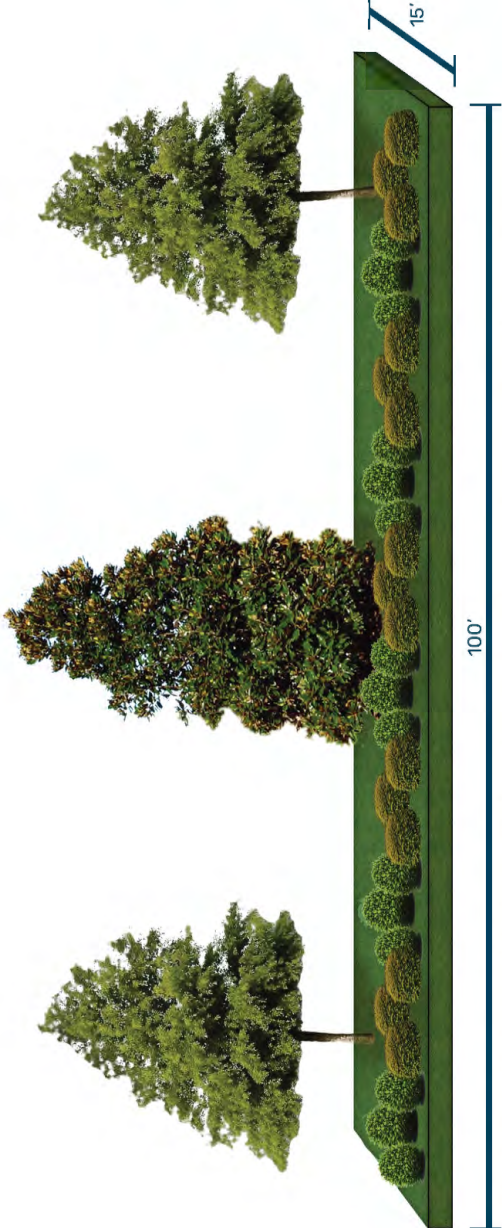
The development is intended to bring energy and excitement to the Smithfield community, while simultaneously preserving natural resources through sustainable design.

NEIGHBORHOOD ENGAGEMENT

The site is surrounded by moderate density single family detached houses to the west (on the opposite side of the Poplar Creek floodplain) and rural and agricultural uses to the east.

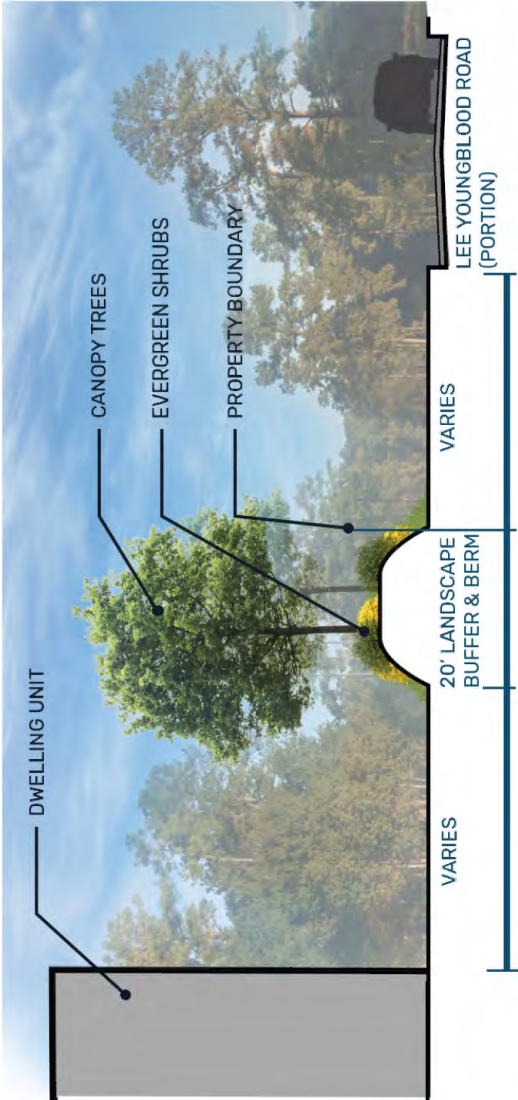
Based on consultation with Smithfield planning staff, there are no known neighborhood concerns at this time. Even so, the project is intentionally designed to mitigate potential impacts to neighboring properties. This will be accomplished through street yard buffers, conservation areas concentrated around the project boundaries, and density/lot size transitions. As shown on the conceptual Master Plan, an enhanced 20’ wide street yard buffer with a berm will be provided along a portion of Lee Youngblood Rd to increase buffering between the new homes and the existing agricultural use. In addition, Townhouses and smaller lots are concentrated toward the center of the development, while larger lots are proposed around site edges.

TYPICAL 15’ STREET YARD



TYPICAL STREET YARD BUFFER SHALL BE PLANTED WITH TWO (2) DECIDUOUS TREES, ONE (1) EVERGREEN TREE AND THIRTY (30) SHRUBS PER ONE-HUNDRED (100) LINEAR FEET OF ROAD FRONTAGE

ENHANCED 20’ STREET YARD WITH BERM



ILLUSTRATIVE CONCEPT: PLANTINGS AND MATERIALS SHOWN ARE CONCEPTUAL AND SUBJECT TO CHANGE DURING THE FINAL DESIGN PHASE AS PART OF THE PRELIMINARY APPROVAL PROCESS.

USE STANDARDS

PERMITTED DENSITY

Maximum 2.40 units/acre

Density Calculation:

1,147 units / 498.283 acres = approximately 2.301 units/acre

PERMITTED USES

PERMITTED USE TABLE	
	R-8-CZ
Residential Uses	
Dwelling, single-family detached	P
Dwelling, single-family attached (townhouse)	PS (UDO Section 7.3)
Accessory Structures	P
Private Recreation Facility	P
Customary Home Occupation	PS (UDO Section 7.3)
Public or neighborhood swimming pools	P
Public or private neighborhood tennis courts	P
Nature observation points	P
Parks and recreation areas	P
Playgrounds	P
Recreation buildings and facilities for residential developments	P

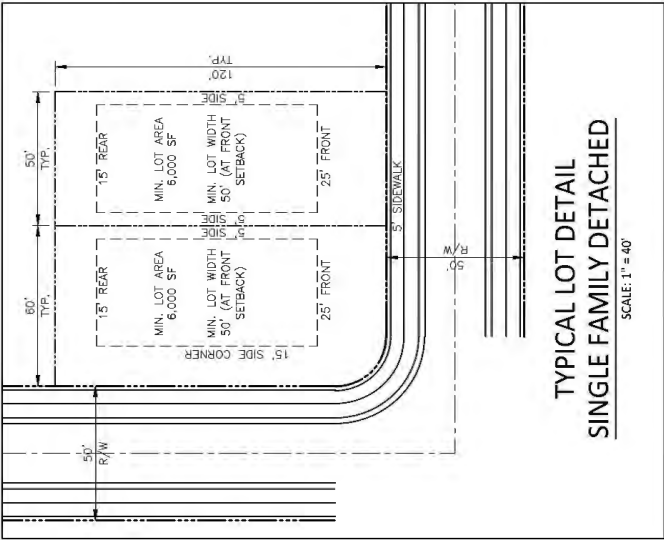
TYPICAL LOT DIMENSIONS

SINGLE FAMILY DETACHED LOTS

LOT DIMENSIONS	
Minimum Lot Area	6,000 sq ft
Minimum Lot Frontage	50 ft

SETBACKS	
Minimum Front	25 ft
Corner Side	15 ft
Minimum Side	5 ft
Minimum Rear	15 ft
Accessory Building Setback	5 ft
Minimum Driveway Length	25 ft

NOTE: Minimum driveway length of 25' required for all single family detached lots.



ARCHITECTURAL CONDITIONS

SINGLE FAMILY DETACHED

- All detached houses will be one or two stories with a slab foundation.
- Each single family detached house will include a front-loaded garage.
- Within the development, multiple types and styles of vinyl siding will be utilized to provide visual interest.
- The front façade of each house will include masonry accents, which may be provided in the form of a water table, accent wall, trim elements around windows or doors, or other similar architectural features.
- Variation in roof design will be provided between homes, through the use of variable roof pitch, dormers, gables, or similar visual differentiators.
- Window accents and trim will be provided for each house.
- A covered front porch will be provided for each house.
- At a minimum, each home will include a rear patio area.

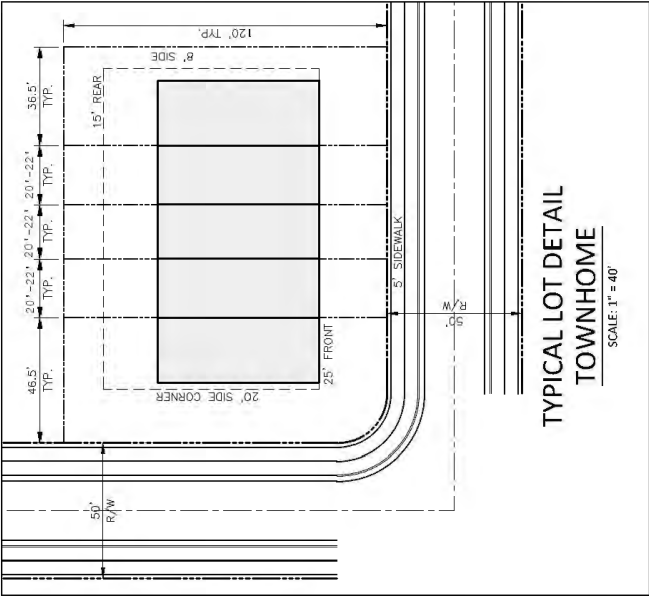
TOWNHOUSES

- All townhouses will be a minimum of two stories and will be a minimum of 20' wide on a slab foundation.
- Each townhouse will, at a minimum, include a front-loaded single-car garage.
- Each Townhouse building (comprised of 3 or more attached units) will include multiple types or styles of vinyl siding to create visual interest.
- The front façade of each townhouse building will include masonry accents, which may be provided in the form of a water table, accent wall, trim elements around windows or doors, or other similar architectural features.
- Each Townhouse building will include variations in roof design through the use of variable roof pitch, dormers, or gables.
- Window accents and trim will be provided for each townhouse.
- Each townhouse will feature one of the following: doorway entry features or covered porch.
- At a minimum, each townhome will include a rear patio.

TOWNHOUSE LOTS

LOT DIMENSIONS	
Minimum Lot Area	2,200 sq ft
Minimum Lot Frontage	20 ft

SETBACKS	
Minimum Front	25 ft
Corner Side	20 ft
Minimum Side	8 ft
Minimum Building Separation	20 ft
Minimum Rear	15 ft



ILLUSTRATIVE ELEVATIONS

DETACHED AND ATTACHED



Renderings above are provided as illustrative examples only and do not constitute architectural conditions. Architectural standards listed on page 19 will be binding commitments that building permits will be subject to.

Renderings above are provided as illustrative examples only and do not constitute architectural conditions. Architectural standards listed on page 19 will be binding commitments that building permits will be subject to.

ROADWAY IMPROVEMENTS

ROADWAYS

The development is envisioned to have approximately 46,000 linear feet (around 8.75 miles) of new neighborhood streets to serve the nearly 500 acres of development. Streets will be designed to minimize environmental impacts, but promote redundancy and connectivity, allowing for multiple ways to move throughout the neighborhood. Streets will be stubbed to adjacent properties for future connectivity as the area continues to evolve.

Pending coordination and approval from NCDOT, a portion of Lee-Youngblood Rd is proposed to be abandoned or re-routed with this development. Connectivity will be maintained through new residential streets (see Master Plan). The district engineer covering Johnston County has been made aware of the proposed abandonment and has no objections to the proposal. Following zoning approval, the applicant will coordinate with DOT, Smithfield, and the County to follow all necessary procedures to officially abandon this portion of Lee-Youngblood Rd.

Neighborhood streets will meet the Town of Smithfield’s standard for local streets, including curb, gutter, and sidewalk on at least one side, with a deviation in total right-of-way from 60-feet to 50-feet in width. A typical illustrative cross-section is provided below.

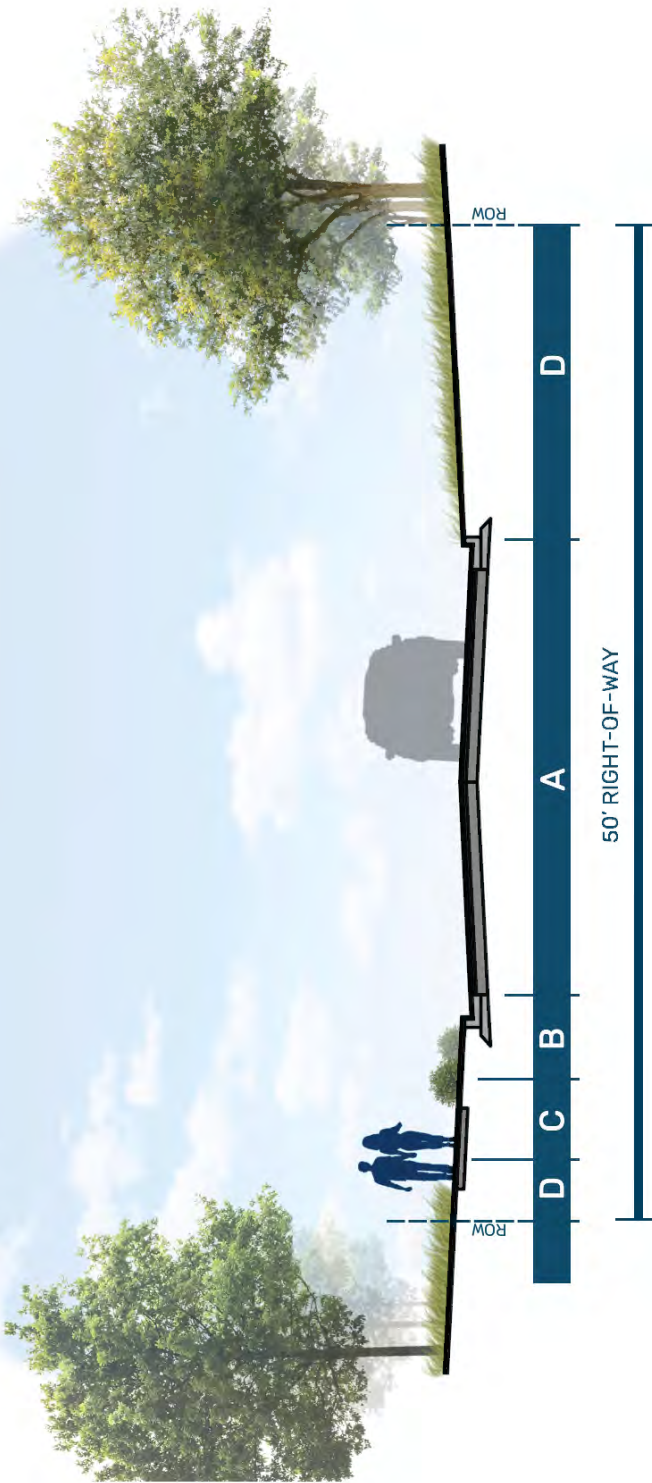
SIDEWALKS & PEDESTRIAN IMPROVEMENTS

Sidewalks will be provided at minimum on one side of all new neighborhood streets in accordance with UDO 10.112, which will total approximately 8.75 miles of new sidewalks. Sidewalks shall be a minimum of five (5) feet in width. See neighborhood street cross-sections provided in the Rezoning Booklet for standard sidewalk design.

New sidewalk will also be constructed along the development’s frontage on Wilson’s Mills Rd in accordance with UDO 10.112.3.

TYPICAL 50’ RESIDENTIAL ROAD

- A:** 27’ B-B ROADWAY SECTION
> 11’ Travel Lane
> 2.5’ Valley or Vertical Curb
- B:** 5’ LANDSCAPE STRIP
- C:** 5’ CONCRETE SIDEWALK
- D:** 1.5’-11.5’ VARIABLE WIDTH LANDSCAPE STRIP



UTILITY IMPROVEMENTS

SEWER

The development will be served by a new internal gravity sewer network that will be pumped from the site through a new on-site pump station. The pump station will be located in a low-lying area of the site, while still being safely outside of the floodplain. As proposed, the sewer will be pumped through a new forcemain extending to the south through an existing 30' Town of Smithfield utility easement to tie into an existing gravity sewer manhole in Bella Square. See the 'Utility Plan' sheet within the conceptual Master Plan package, provided to the right as an exhibit within this Booklet.

The development is expected to generate approximately 301,088 GPD in sewer demand.

The on-site sewer main extension is anticipated to require approximately 46,000 linear feet within new neighborhood streets.

The off-site sewer extension is anticipated to require approximately 4,900 linear feet within an existing utility easement.

WATER

The development proposes to connect to existing Town of Smithfield water main in Barbour Rd to the south of the site. Two options are contemplated and shown on the Utility Exhibit. The western most option is proposed extending through a parcel owned by the Town of Smithfield. The easternmost option would extend through an existing 30' utility easement, paralleling the proposed sewer forcemain.

Internally, public water main will run underneath all new neighborhood streets to serve each house. Construction will be phased concurrently with the construction of streets.

The on-site sewer main extension is anticipated to require approximately 46,000 linear feet within new neighborhood streets.

The off-site water extension is anticipated to require approximately 2,900 linear feet within an existing utility easement and/or Town of Smithfield property.



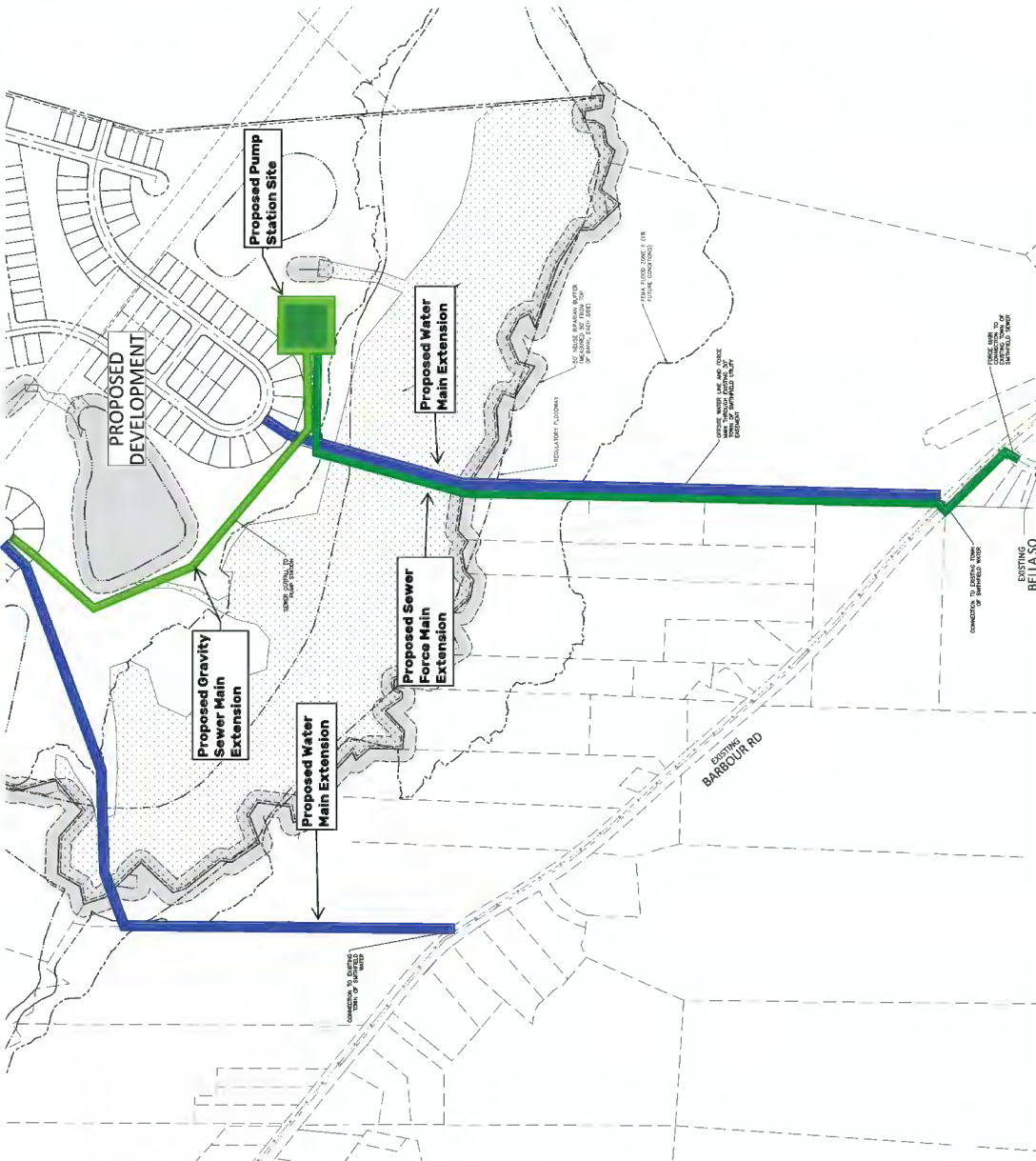
STORMWATER

The development will include several stormwater control measures that are designed, constructed, and maintained to achieve either runoff treatment or runoff volume match, in accordance with the UDO and 15A NCAC 02B .0621.

The site is located within the WS-IV NSW Protected Watershed, and as such prioritizes open space and preservation of natural resources as a means of offsetting development impacts. However, to create a development on this scale, special council approval is requested to surpass the otherwise applicable 24% maximum impervious surface limit. The Town of Smithfield has special authority to permit certain areas of town to go up to 70% build-upon area.

This development requests the ability to go up to 70% impervious, and anticipates having a built-upon area closer to 40% (including proposed parkland dedication within total impervious surface calculations).

UTILITY EXHIBIT





PARKING + PHASING

PARKING

Each single-family dwelling (either detached or attached) shall have 2 parking spaces, in accordance with UDO 10.3.

Parking provided through garages and driveways will be phased concurrently with the construction of lots and houses. Along Townhome pods, guest parking (in the form of on-street parallel spaces or small off-street parking lots) will be provided in nearby common areas to supplement driveway/garage parking.

PHASING

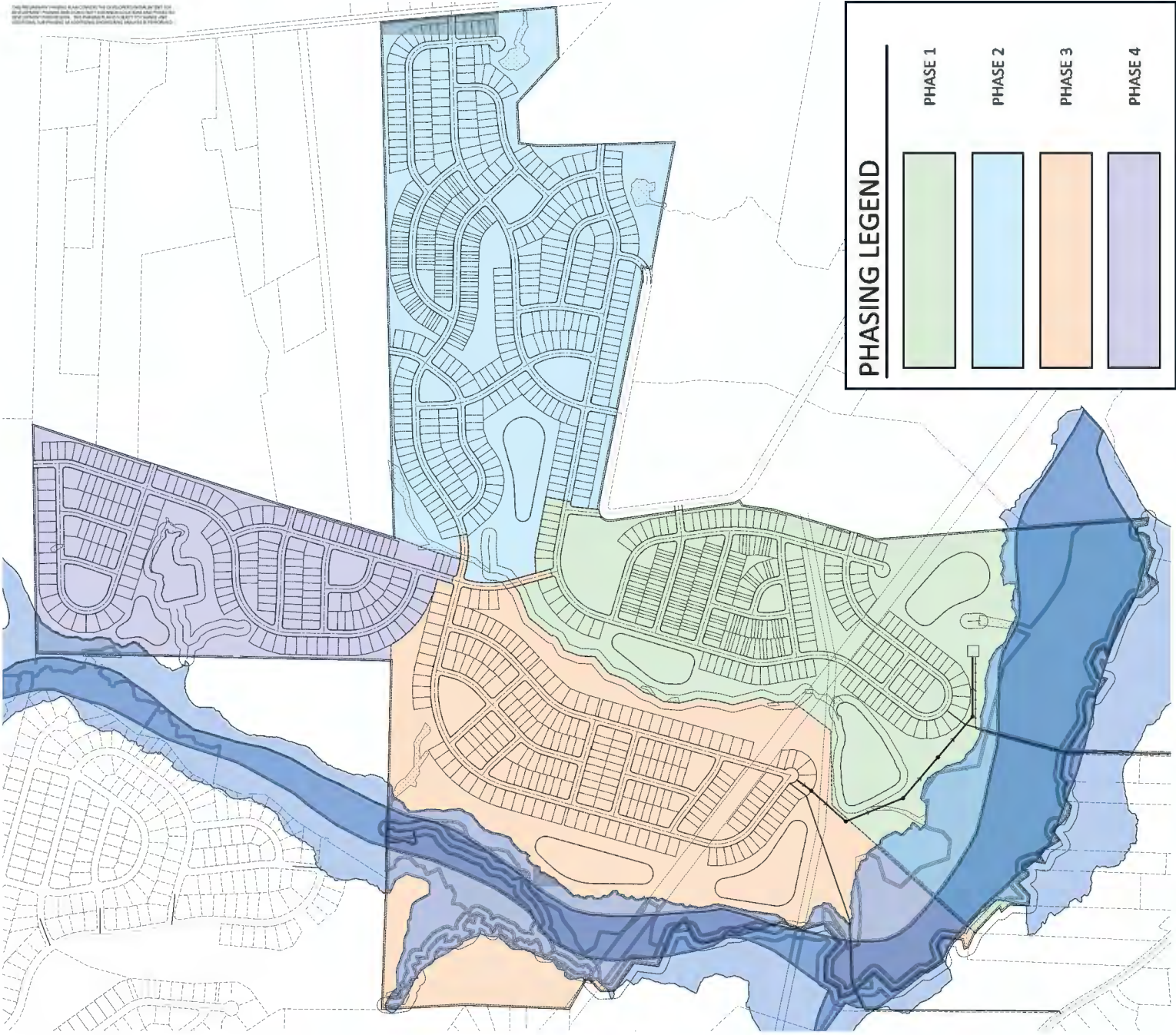
Horizontal construction is expected to begin in early 2028. The building process for the entire Bellamy neighborhood is expected to span approximately 10 years.

The development is expected to be phased per the proposed Preliminary Phasing Plan provided in the Master Plan Set. Four main phases are envisioned, starting in the southeast of the site with Phase 1, moving further east with Phase 2, to the west with Phase 3, and finally north with Phase 4. Phase 4 will include the parcel that is currently in Wilson's Mills jurisdiction, which will require annexation prior to zoning action.

Phase 1 will include several major important infrastructure improvements such as the construction of water and sewer main extensions to the south of the site and the construction of the sanitary sewer pump station. Phase 1 will be accessed from Lee Youngblood Rd. The main neighborhood entrance along Wilson's Mills Rd will be constructed during Phase 2. The internal network of streets and utilities will be phased along with these phase lines.

This preliminary phasing plan conveys the developer's initial intent for phasing based on utility extension locations and projected development progression. This phasing plan is subject to change and additional sub-phasing as additional engineering analysis is performed.

CONSTRUCTION PHASING EXHIBIT



LEGEND

IMPROVED OPEN SPACE

UNIMPROVED OPEN SPACE

KEY:

01 MAIN AMENITY AREA

02 POCKET PARK

03 PRIVATE SOFT SURFACE TRAIL

04 RECREATION AREA - PUBLIC DEDICATION

05 STREAMS AND WETLANDS

OPEN SPACE DATA TABLE:

REQUIRED OPEN SPACE: N/A

PROPOSED MAIN AMENITY: ± 5 ACRES

PROPOSED POCKET PARKS: ± 9 ACRES

REQUIRED RECREATION AREA
(PUBLIC DEDICATION): ±115 ACRES

PROPOSED RECREATION AREA
(PUBLIC DEDICATION): ± 147 ACRES

05
OPEN SPACE



PRIVATE OPEN SPACE POCKET PARKS + AMENITIY

The development will include one (1) neighborhood amenity area of approximately five (5) acres in size. The main amenity is planned to include a pool, two sport courts, a clubhouse and a playground.

In addition to the main amenity area, the current conceptual Master Plan shows nine (9) pocket parks, each a minimum of 0.5 acre in size. At least three (3) of the pocket parks will be equipped with an active play amenity. The remaining five pocket parks are planned for passive recreation.

A soft-surface, private walking path is proposed through an existing utility easement to connect residents to the land dedicated for public recreation area. The path is contingent on approval by the controlling utility agency.

POCKET PARKS EXAMPLE IMAGERY



AMENITY EXAMPLE IMAGERY



PUBLIC RECREATION AREA DEDICATION

The development proposes the dedication of a minimum of 125 acres of forest land surrounding Poplar Creek for the Town's use as a public recreation area. This dedication exceeds the requirement of UD0 10.114.3 by approximately 10 acres.

This recreation area dedication will help to minimize potential disturbance to wetlands, creeks, and floodplain areas as Smithfield continues to grow and change. The Town of Smithfield will have the flexibility to provide amenities on this land on its own time and terms. The dedication of land will enhance resident's access to recreational open space in this area of Town, ensuring that a connection to nature is maintained and encouraged as development occurs to address the community's housing needs.



DEVIATIONS FROM UDO STANDARDS

Deviations are shown in orange.

SINGLE FAMILY DETACHED LOTS

UDO § 8.3.1	Existing Standard	Proposed Standard
Min. Lot Area	8,000 sq. ft.	6,000 sq. ft.
Min. Lot Frontage	70 ft.	50 ft.
Min. Front Yard Setback	30 ft.	25 ft.
Min. Corner Side Setback	-	15 ft. <i>Note: Minimum driveway length of 25' required for all single family detached lots.</i>
Min. Side Yard Setback	10 ft.	5 ft.
Min. Rear Yard Setback	25 ft.	15 ft.
Max. Building Height	35 ft.	35 ft.
Min. Accessory Building Setback	10 ft.	5 ft.
Min. Driveway Length	-	25 ft.

SINGLE FAMILY ATTACHED (TOWNHOUSE) LOTS

UDO § 8.3.1	Existing Standard	Proposed Standard
Min. Lot Area	8,000 sq. ft.	2,200 sq. ft.
Min. Lot Frontage	70 ft.	20 ft.
Min. Front Yard Setback	30 ft.	25 ft.
Min. Corner Side Setback	-	20 ft.
Min. Side Yard Setback	10 ft.	8 ft.
Min. Building Separation	-	20 ft.
Min. Rear Yard Setback	25 ft.	15 ft.
Max. Building Height	35 ft.	35 ft.

DEVIATIONS FROM UDO STANDARDS

Deviations are shown in orange.

STREET DESIGN

UDO § 10.110.9	Existing Standard	Proposed Standard
Right-of-Way Width	Local Street--60 feet (may be no less than 50 feet if approved by Town Council due to special conditions).	Requested approval to reduce Local Street right-of-way width to 50 feet. Typical 50' section provided on page 23 of rezoning booklet, with pavement width matching town adopted cross-section.

BUILT UPON AREA

UDO § 10.92.10.2.	Existing Standard	Proposed Standard
Density and Built Upon Limits	The Town Council may approve new development and expansions to existing development utilizing the high-density option with up to seventy percent (70%) built-upon area on a project-by-project basis.	Requested approval for utilizing the high-density option (maximum 70% built upon area) for this project.

IMPROVEMENTS EXCEEDING UDO STANDARDS

Improvements are shown in orange.

OPEN SPACE + LANDSCAPING

UDO § 10.114.3	Existing Standard	Proposed Standard
Recreation Dedication Dimensional Requirements	At least seven (7) percent of an acre shall be dedicated for each dwelling unit planned or provided for in the subdivision plan, except where land is located in the flood plain of a stream or river as indicated by the flood plain maps of the Federal Insurance Administration and/or is characterized by steep slopes (fifteen (15) percent or greater), then at least ten (10) percent of an acre of such land shall be dedicated for each dwelling unit.	The developer shall dedicate a minimum of 125 acres to the Town of Smithfield for public recreation, regardless of number of units planned or built.
UDO § 7.35.2	Existing Standard	Proposed Standard
Private Open Space	Required: 114.7 acres None required.	A minimum of one (1) neighborhood amenity parcel, approximately five (5) acres in size shall be provided. The main amenity is planned to include one pool, two sport courts, a clubhouse and playground. The current Master Plan shows nine (9) pocket parks, each a minimum of one-half acre (0.5) in size. At least three (3) of the pocket parks will be improved with an active play amenity. The remaining pocket parks are planned for passive recreation.
Private Open Space	None required.	Private Open Space shall follow all supplemental use standards in UDO 7.35.2.

IMPROVEMENTS EXCEEDING UDO STANDARDS

OPEN SPACE + LANDSCAPING

UDO § 10.13.1.8.2	Existing Standard	Proposed Standard
Required Street Yard for Single Family and Town House Residential Developments	Street yards shall be provided with a minimum depth of fifteen (15) feet when adjacent to a major or minor arterial street and shall be planted with two (2) deciduous trees, one (1) evergreen tree and thirty (30) shrubs per one hundred (100) linear feet of road frontage.	Along the portion of Lee Youngblood Rd (as indicated on the conceptual Master Plan), a street yard shall be provided with a minimum depth of twenty (20) feet and shall include a berm planted with two (2) deciduous trees, one (1) evergreen tree and thirty (30) shrubs per one hundred (100) linear feet of road frontage.

ARCHITECTURAL STANDARDS

SINGLE FAMILY DETACHED

- All detached houses will be one or two stories with a slab foundation.
- Each single family detached house will include a front-loaded garage.
- Within the development, multiple types and styles of vinyl siding will be utilized to provide visual interest.
- The front façade of each house will include masonry accents, which may be provided in the form of a water table, accent wall, trim elements around windows or doors, or other similar architectural features.
- Variation in roof design will be provided between homes, through the use of variable roof pitch, dormers, gables, or similar visual differentiators.
- Window accents and trim will be provided for each house.
- A covered front porch will be provided for each house.
- At a minimum, each home will include a rear patio area.

SINGLE FAMILY ATTACHED (TOWNHOUSES)

- All townhouses will be a minimum of two stories and will be a minimum of 20’ wide on a slab foundation.
- Each townhouse will, at a minimum, include a front-loaded single-car garage.
- Each Townhouse building (comprised of 3 or more attached units) will include multiple types or styles of vinyl siding to create visual interest.
- The front façade of each townhouse building will include masonry accents, which may be provided in the form of a water table, accent wall, trim elements around windows or doors, or other similar architectural features.
- Each Townhouse building will include variations in roof design through the use of variable roof pitch, dormers, or gables.
- Window accents and trim will be provided for each townhouse.
- Each townhouse will feature one of the following: doorway entry features or covered porch.
- At a minimum, each townhome will include a rear patio.



E & F Properties Inc.
Wilson's Mills Tract PN 17K08032
Legal Description

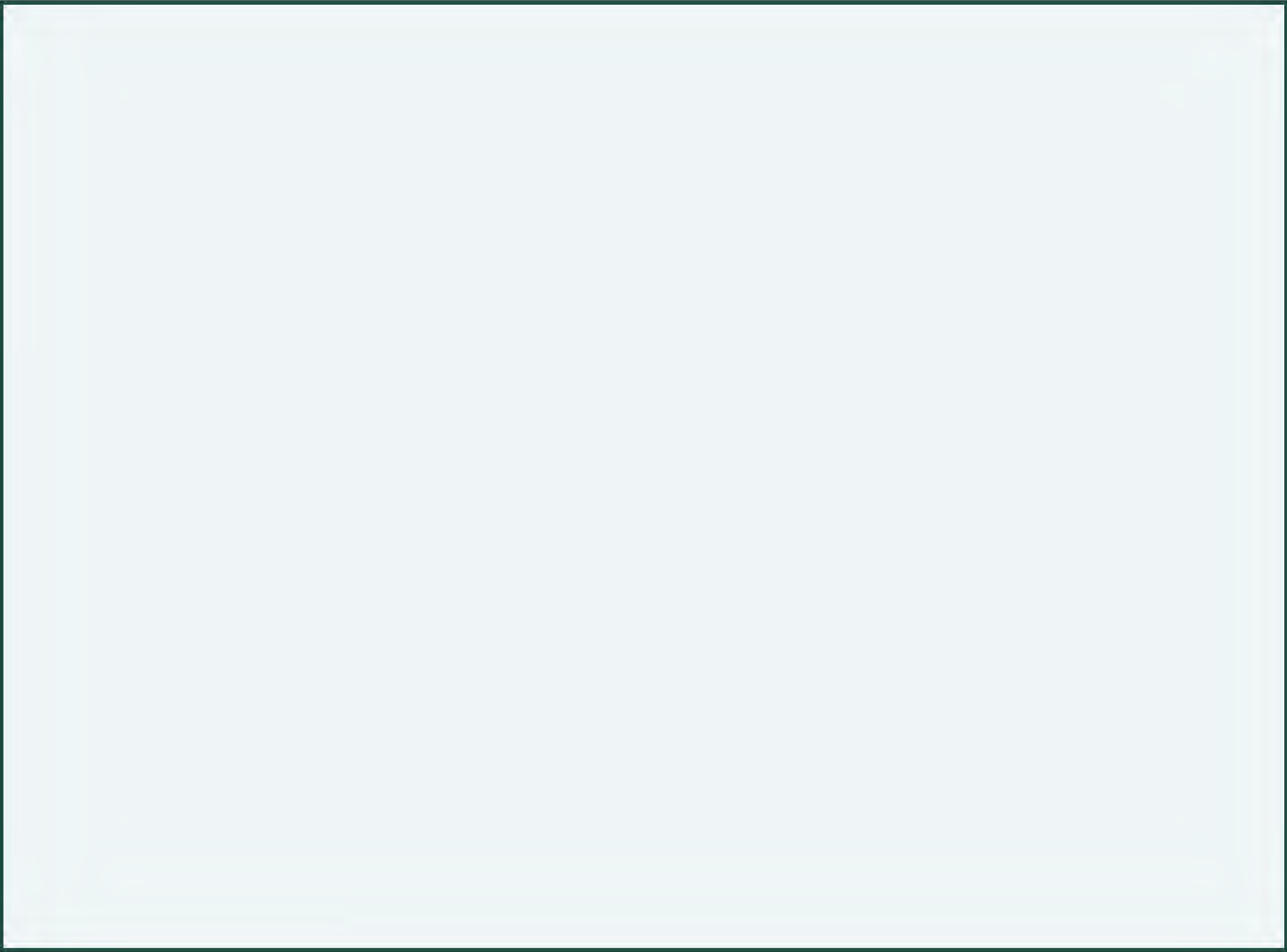
Commencing at a point, said point being a computed point at the northeastern corner of the E & F Properties Inc. property (PN 17K08039A) located along the western right-of-way of Wilson's Mills Road (SR 1913) in Wilson's Mills Township, Johnston County, North Carolina and recorded in Deed Book 4377 Page 880, Johnston County Registry. Said point further described as the southeastern corner of the Kendall L. Beasley (PN 17K08034B) as recorded in Deed Book 4596 Page 54. Thence from said point S 88°32'11" W 3457.38 feet to an existing (bent) axle and the **POINT OF BEGINNING**. Thence N 89°49'56" W a distance of 775.09 feet to an iron pipe found. Thence N 00°27'00" E a distance of 2413.24 feet to an iron pipe found. Thence N 89°30'47" E a distance of 1547.49 feet to a concrete monument found. Thence S 18°38'49" W a distance of 476.43 feet to an iron pipe found. Thence S 17°48'26" W a distance of 1273.32 feet to an iron pipe found. Thence S 18°02'24" W a distance of 529.14 feet to an existing axle. Thence S 18°07'54" W a distance of 275.39 feet to an existing (bent) axle and the **POINT OF BEGINNING** and containing 64.398 acres (2805166 square feet).

E & F Properties Inc.
Wilson’s Mills Tract PN 17K08039A
Legal Description

Commencing at a point, said point being a computed point at the northeastern corner of the E & F Properties Inc. property (PN 17K08039A) located along the western right-of-way of Wilson’s Mills Road (SR 1913) in Wilson’s Mills Township, Johnston County, North Carolina and recorded in Deed Book 4377 Page 880, Johnston County Registry. Said point further described as the southeastern corner of the Kendall L. Beasley (PN 17K08034B) as recorded in Deed Book 4596 Page 54 and the **POINT OF BEGINNING**. Thence S 05°19'31" E a distance of 481.93 feet to a computed point. Thence S 05°19'31" E a distance of 60.49 feet to a computed point. Thence S 05°19'31" E a distance of 280.70 feet to a computed point. Thence S 04°50'24" E a distance of 346.94 feet to an iron pipe found. Thence S 87°16'00" W a distance of 333.31 feet to a computed point. Thence N 46°44'00" W a distance of 437.75 feet to a computed point. Thence S 87°16'00" W a distance of 255.56 feet to a computed point. Thence S 08°01'38" W a distance of 85.26 feet to a computed point. Thence with a curve turning to the right with an arc length of 129.82 feet, with a radius of 555.00 feet, with a chord bearing of S 14°43'41" W, with a chord length of 129.52 feet to a computed point. Thence S 04°44'00" E a distance of 855.16 feet to a computed point. Thence N 80°16'29" W a distance of 913.33 feet to a computed point. Thence N 88°21'00" W a distance of 56.92 feet to a computed point. Thence with a curve turning to the right with an arc length of 117.92 feet, with a radius of 730.00 feet, with a chord bearing of N 83°43'20" W, with a chord length of 117.79 feet to a computed point. Thence N 79°05'41" W a distance of 1413.95 feet to a computed point. Thence with a curve turning to the left with an arc length of 66.41 feet, with a radius of 35.00 feet, with a chord bearing of S 46°32'46" W, with a chord length of 56.89 feet to a computed point. Thence S 07°48'47" E a distance of 705.69 feet to a computed point. Thence S 12°27'40" W a distance of 117.99 feet to a computed point. Thence S 62°30'21" W a distance of 47.91 feet to a computed point. Thence S 07°45'18" W a distance of 207.45 feet to a computed point. Thence S 16°22'29" W a distance of 717.17 feet to a computed point. Thence S 04°14'52" E a distance of 1825.32 feet to a point along the run of Little Poplar Creek. Thence along the run of Little Poplar Creek in a northwesterly direction the following bearings and distances: N 80°46'18" W a distance of S1.29 feet to a point; N 11°06'21" W a distance of 68.82 feet to a point; S 87°20'52" W a distance of 34.06 feet to a point; S 03°25'05" W a distance of 36.80 feet to a point; S 32°10'46" W a distance of 46.19 feet to a point; S 81°41'57" W a distance of 66.71 feet to a point; S 43°44'56" W a distance of 44.20 feet to a point; N 70°14'08" W a distance of 163.04 feet to a point; S 37°15'24" W a distance of

94.73 feet to a point; N 43°28'48" W a distance of 148.81 feet to a point; N 01°13'41" W a distance of 52.50 feet to a point; N 56°56'09" W a distance of 161.89 feet to a point; N 69°50'16" W a distance of 267.35 feet to a point; N 66°31'05" E a distance of 59.90 feet to a point; N 27°48'27" W a distance of 44.92 feet to a point; N 62°44'50" W a distance of 85.93 feet to a point; S 67°27'03" W a distance of 100.77 feet to a point; S 16°51'42" W a distance of 64.80 feet to a point; N 56°41'22" W a distance of 148.33 feet to a point; N 19°56'26" E a distance of 45.14 feet to a point; N 64°17'42" W a distance of 65.98 feet to a point; S 86°27'26" W a distance of 122.65 feet to a point; N 56°52'22" W a distance of 255.94 feet to a point; N 81°07'27" W a distance of 147.85 feet to a point; S 47°02'19" W a distance of 59.08 feet to a point; N 61°15'41" W a distance of 49.20 feet to a point; S 80°52'09" W a distance of 72.20 feet to a point; S 48°18'24" W a distance of 51.06 feet to a point; N 78°59'36" W a distance of 69.68 feet to a point; N 43°27'33" W a distance of 150.88 feet to a point; S 52°00'36" W a distance of 78.20 feet to a point; N 30°51'12" W a distance of 167.89 feet to a point; S 58°37'49" W a distance of 81.39 feet to a point; N 10°52'43" E a distance of 83.62 feet to a point; N 21°11'41" W a distance of 63.65 feet to a point; S 89°50'44" W a distance of 56.24 feet to a point; N 33°57'06" W a distance of 82.22 feet to a point; S 47°50'04" W a distance of 109.54 feet to a point; S 85°59'54" W a distance of 68.34 feet to a point; N 19°14'56" W a distance of 92.28 feet to a point; N 07°29'26" W a distance of 101.10 feet to a point; N 49°45'01" W a distance of 128.95 feet to a point; N 39°50'46" W a distance of 95.24 feet to a point; N 67°20'17" W a distance of 106.33 feet to a point; N 22°14'12" W a distance of 32.19 feet to a point; N 79°17'11" E a distance of 64.98 feet to a point; N 07°22'00" E a distance of 127.78 feet to a point; N 55°18'48" W a distance of 60.31 feet to a point; S 70°05'46" W a distance of 118.82 feet to a point; N 33°58'07" W a distance of 134.40 feet to a point; N 09°46'08" E a distance of 43.21 feet to a point; N 38°26'07" W a distance of 178.22 feet to a point; N 16°23'14" W a distance of 53.92 feet to a point; N 44°08'31" E a distance of 171.79 feet to a point; N 43°57'20" W a distance of 198.29 feet to a point; N 17°46'S6" W a distance of 90.30 feet to a point. Thence leaving the run of Little Poplar Creek along the run of Poplar Creek the following bearings and distances: N 78°34'46" E a distance of 72.20 feet to a point; N 30°00'44" E a distance of 101.76 feet to a point; S 87°50'06" E a distance of 146.78 feet to a point; S 48°34'47" E a distance of 138.45 feet to a point; N 49°26'24" E a distance of 157.59 feet to a point; N 14°34'31" W a distance of 138.11 feet to a point; N 16°30'09" E a distance of 152.27 feet to a point; N 06°21'11" W a distance of 81.79 feet to a point; N 33°41'56" W a distance of 67.35 feet to a point; N 09°00'49" E a distance of 111.62 feet to a point; N 46°37'26" W a distance of 64.76 feet to a point; N 33°29'09" E a distance of 62.31 feet to a point; N 45°46'01" W a distance of 83.64 feet to a point; N 13°05'06" W a distance of 131.51 feet to a point; N 20°21'14" E a distance of 53.24 feet to a point; N 63°12'29" E a distance of 151.94 feet to a point; N 42°27'56" W a distance of 110.53 feet to a point; N 68°08'16" W a distance of 251.32 feet to a point. N 07°09'24" E a distance of 166.40 feet to a point; N 54°42'11" W a distance of 225.15 feet to a

point; N 02°29'41" W a distance of 96.17 feet to a point; N 47°41'28" E a distance of 119.03 feet to a point; N 51°49'23" W a distance of 225.63 feet to a computed point. Thence leaving the run of Poplar Creek N 01°22'13" E a distance of 1188.43 feet to a computed point. Thence S 89°04'19" E a distance of 1086.38 feet to a computed point. Thence S 88°10'41" E a distance of 1246.67 feet to an iron pipe found. Thence S 89°49'56" E a distance of 775.09 feet to ax existing (bent) axle. Thence N 88°32'11" E a distance of 3457.38 feet to a computed point and the **POINT OF BEGINNING** and containing 433.885 acres (18900040 square feet).





BELLAMY

2917 WILSON MILLS RD
SMITHFIELD, NC 27577

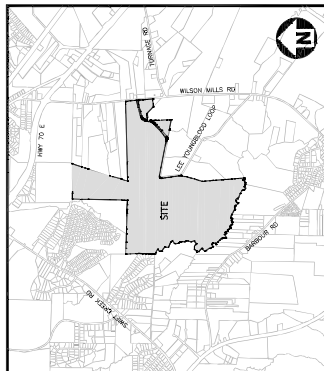
CONDITIONAL ZONING SITE PLAN

PROJECT NUMBER: SPEC25270

DATE: AUGUST 1, 2025

SHEET INDEX

- | ITEM NUMBER | EXISTING CONDITIONS |
|-------------|---------------------------|
| 21.00 | OVERALL SITE PLAN |
| 22.00 | OPEN SPACE & AMENITY PLAN |
| 22.01 | PRELIMINARY UTILITY PLAN |
| 24.00 | PRELIMINARY PHASING PLAN |
| 25.00 | |



VICINITY MAP
N.T.S.

SITE DATA

[illegible]

REVISIONS

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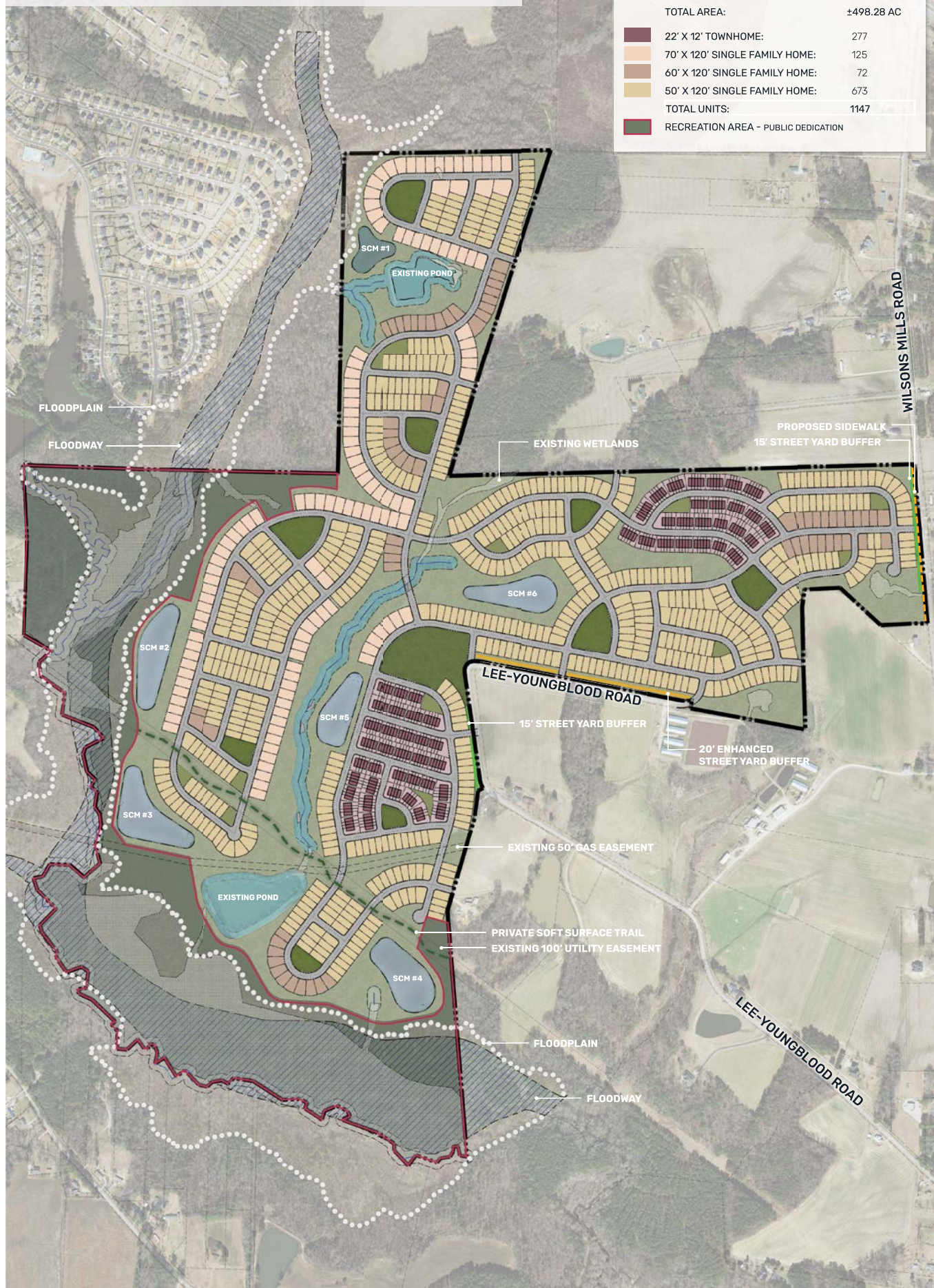
**CONDITIONAL ZONING
SITE PLAN FOR:**

BELLAMY
SPEC25270
SMITHFIELD, NC 27577
PROJECT NUMBER: SPEC25270

BELLAMY MASTER PLAN

LEGEND

TOTAL AREA:	±498.28 AC
22' X 12' TOWNHOME:	277
70' X 120' SINGLE FAMILY HOME:	125
60' X 120' SINGLE FAMILY HOME:	72
50' X 120' SINGLE FAMILY HOME:	673
TOTAL UNITS:	1147
RECREATION AREA - PUBLIC DEDICATION	



BELLAMY OPEN SPACE AND AMENITIES

LEGEND

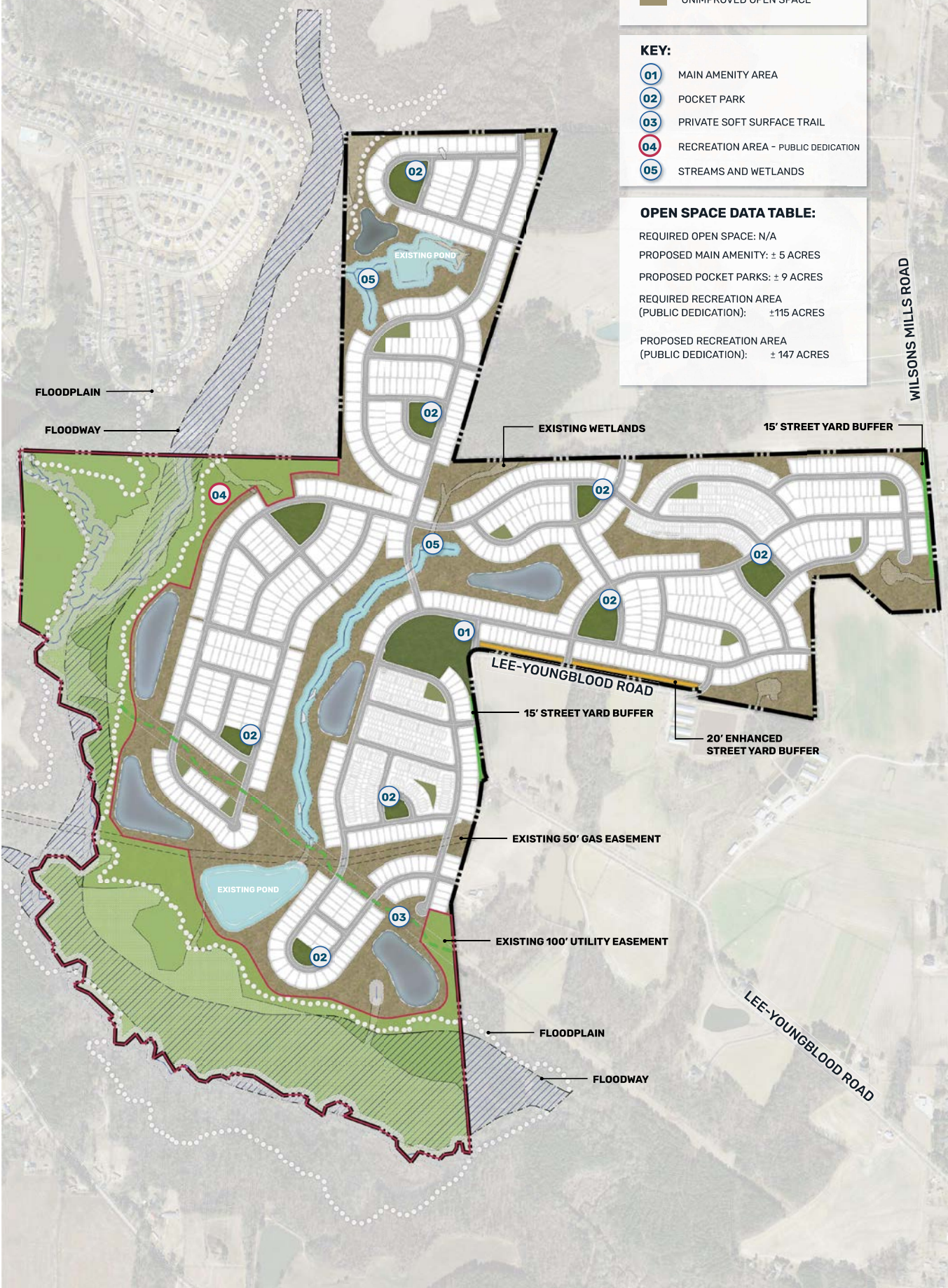
- IMPROVED OPEN SPACE
- UNIMPROVED OPEN SPACE

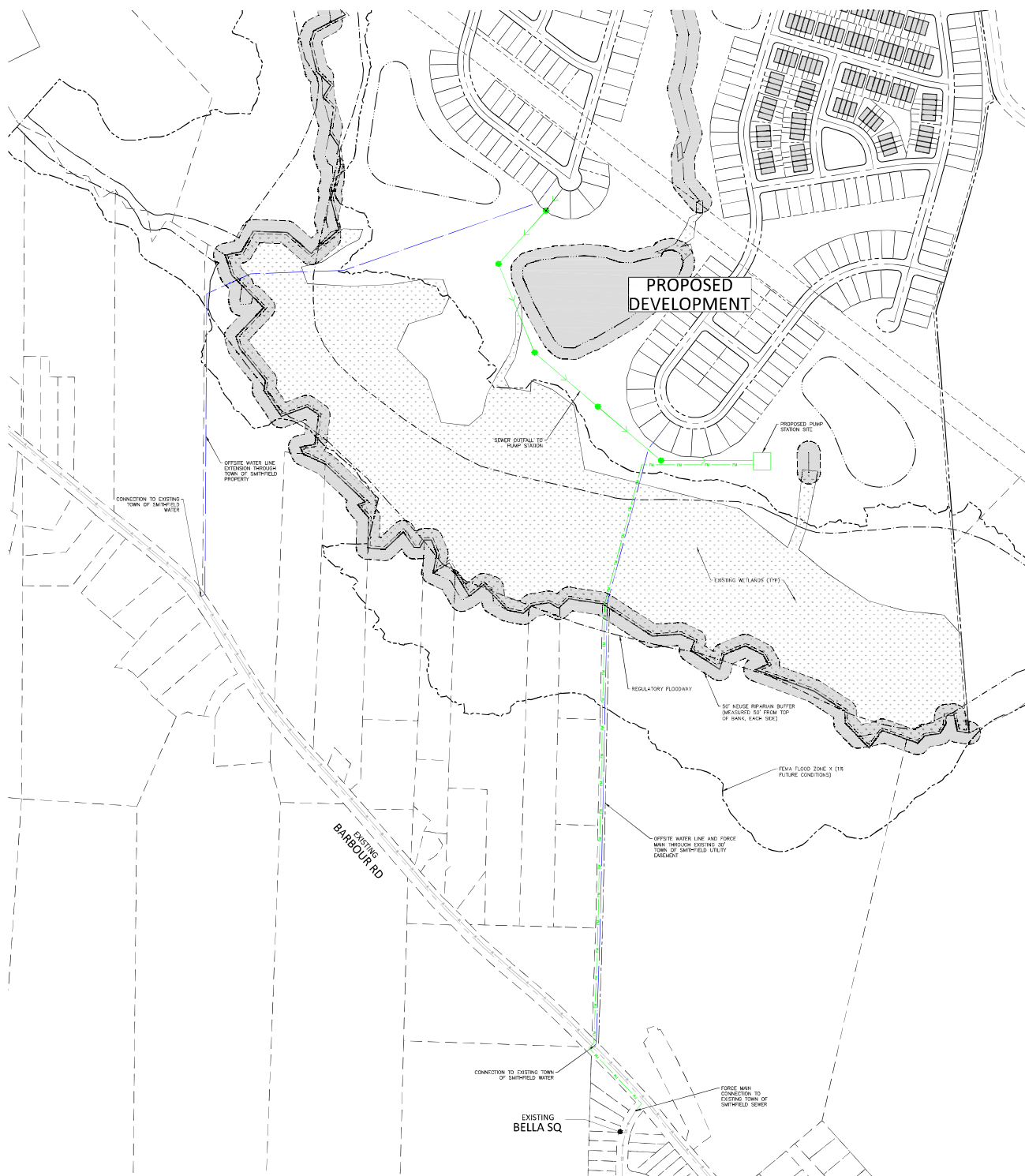
KEY:

- 01 MAIN AMENITY AREA
- 02 POCKET PARK
- 03 PRIVATE SOFT SURFACE TRAIL
- 04 RECREATION AREA - PUBLIC DEDICATION
- 05 STREAMS AND WETLANDS

OPEN SPACE DATA TABLE:

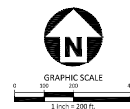
REQUIRED OPEN SPACE: N/A
PROPOSED MAIN AMENITY: ± 5 ACRES
PROPOSED POCKET PARKS: ± 9 ACRES
REQUIRED RECREATION AREA
(PUBLIC DEDICATION): ±115 ACRES
PROPOSED RECREATION AREA
(PUBLIC DEDICATION): ± 147 ACRES





GENERAL NOTES:

1. TOWN OF SMITHFIELD WATER AND SEWER TO BE EXTENDED THROUGHOUT PROPOSED DEVELOPMENT TO SERVE ALL LOTS AND AMENITIES. SIZING OF LINES TO BE DETERMINED AT CONSTRUCTION DRAWINGS
2. EXISTING CONDITIONS APPROXIMATED VIA AVAILABLE GIS DATA
3. ENVIRONMENTAL DELINEATION BY SPANGLER ENVIRONMENTAL DATED JULY 18, 2025
4. FEMA FLOODWAY AND FLOODPLAIN PRESENT PER MAP NO. 372016R500K AND 372016R500K DATED JUNE 20, 2018



PRELIMINARY DRAWING - NOT RELEASED FOR CONSTRUCTION

REVISIONS

and

PLAN INFORMATION

FILENAME	UTILITY PLAN
CHECKED BY	BDM
DRAWN BY	CJ
SCALE	1"=200'
DATE	08.01.2025

SHEET

UTILITY PLAN

C1.00

BELLAMY
REZONING
2917 WILSON'S MILLS RD
SMITHFIELD, NC 27577

75

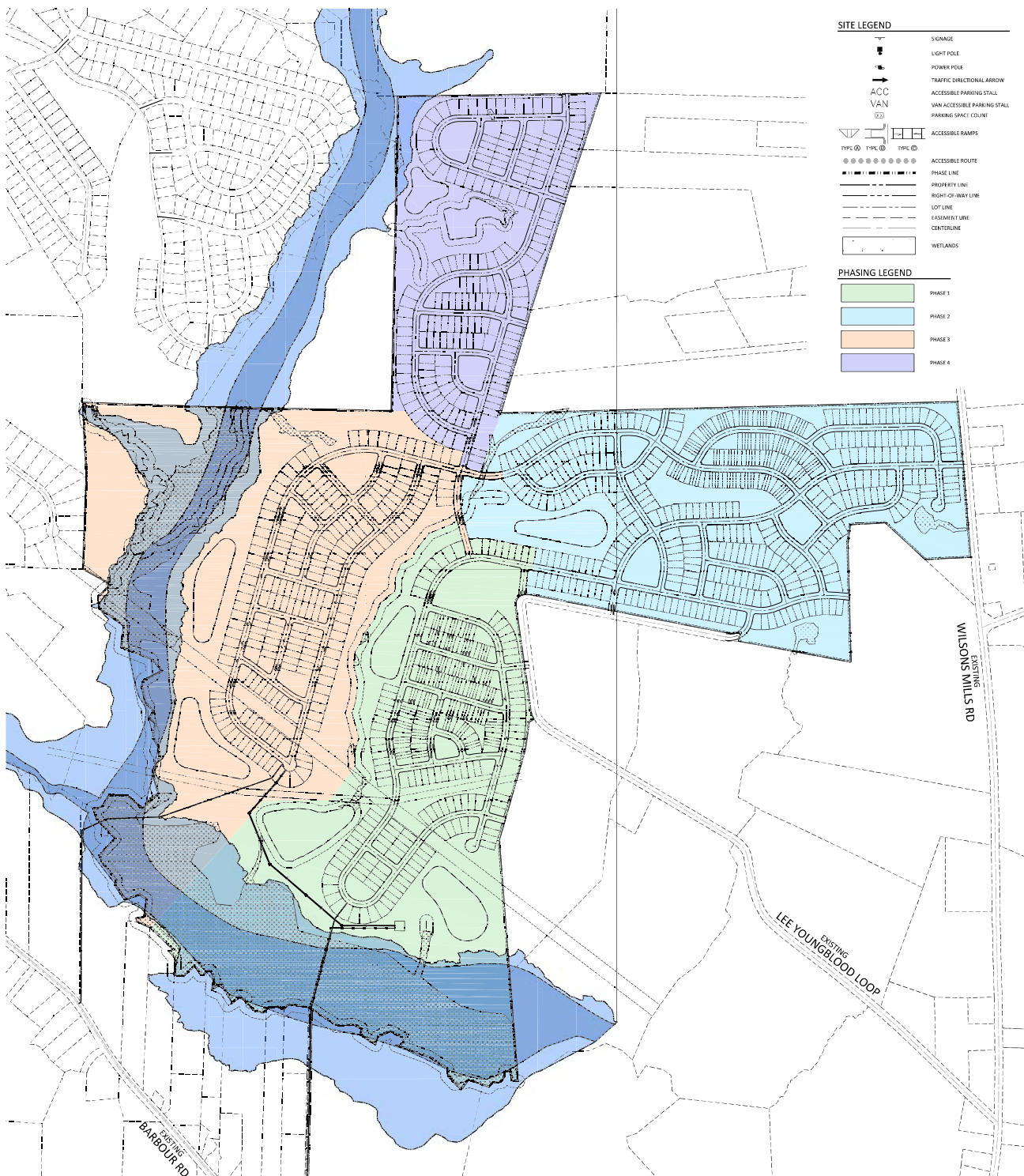


ROCK TOWER
PO BOX 1797
CLAYTON, NC 27528
PHONE: 919. 421. 4495

CLIENT

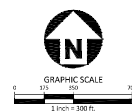
John R. McAdams Company, Inc.
621 Hillsborough Street
Suite 500
Raleigh, NC 27603
phone 919. 361. 5000
fax 919. 361. 2269
license number: C-0293, C-187
www.mcadamsco.com





NOTE:

THIS PRELIMINARY PHASING PLAN CONVEYS THE DEVELOPER'S INITIAL INTENT FOR DEVELOPMENT PHASING BASED ON UTILITY EXTENSION LOCATIONS AND PROJECTED DEVELOPMENT PROGRESSION. THIS PHASING PLAN IS SUBJECT TO CHANGE AND ADDITIONAL SUB-PHASING AS ADDITIONAL ENGINEERING ANALYSIS IS PERFORMED.



PRELIMINARY DRAWING - NOT RELEASED FOR CONSTRUCTION

MCADAMS
The John R. McAdams Company, Inc.
621 Hillsborough Street
Suite 500
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ROCK
TOWER

BELLAMY
REZONING
2917 WILSON'S MILLS RD
SMITHFIELD, NC 27577

76

REVISIONS

NO.	DATE
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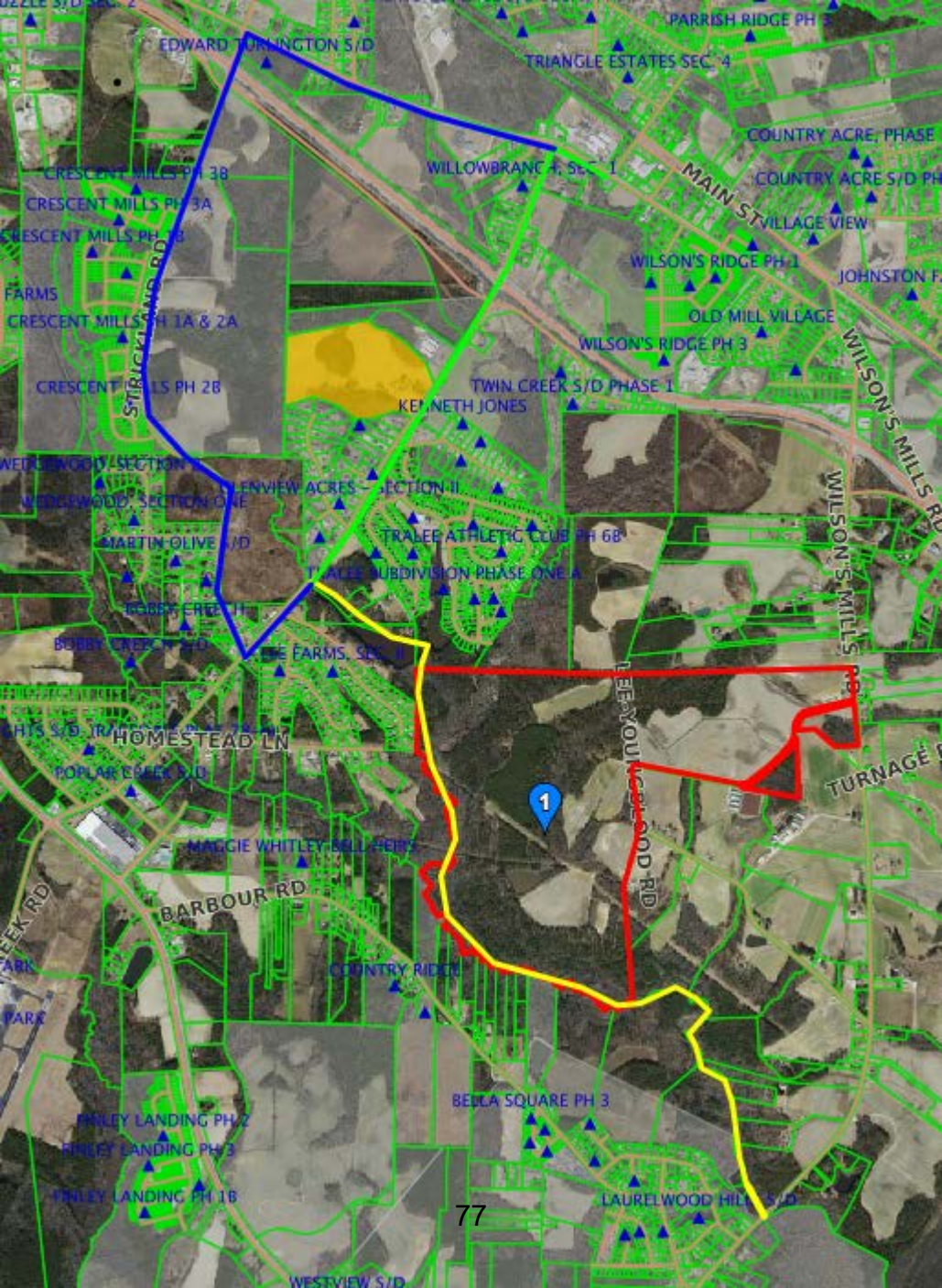
PLAN INFORMATION

FILENAME	UTILITY PLAN
CHECKED BY	DB
DRAWN BY	CJ
SCALE	1"=350'
DATE	08.01.2025

SHEET

PRELIMINARY PHASING PLAN

C5.00



EDWARD TURLINGTON S/D

TRIANGLE ESTATES SEC 14

COUNTRY ACRE, PHASE

COUNTRY ACRE S/D PH

MAIN ST VILLAGE VIEW

WILSON'S RIDGE PH 1

JOHNSTON F

OLD MILL VILLAGE

WILSON'S RIDGE PH 3

TWIN CREEK S/D PHASE 1

KENETH JONES

ENVUE ACRES - SECTION II

TRALEE ATHLETIC CLUB PH 68

TRALEE SUBDIVISION PHASE ONE A

HOMESTEAD LN

BARBOUR RD

MAGGIE WHITLEY BELL HERY

COUNTRY RIDGE

BELLA SQUARE PH 3

LAURELWOOD HILLS S/D

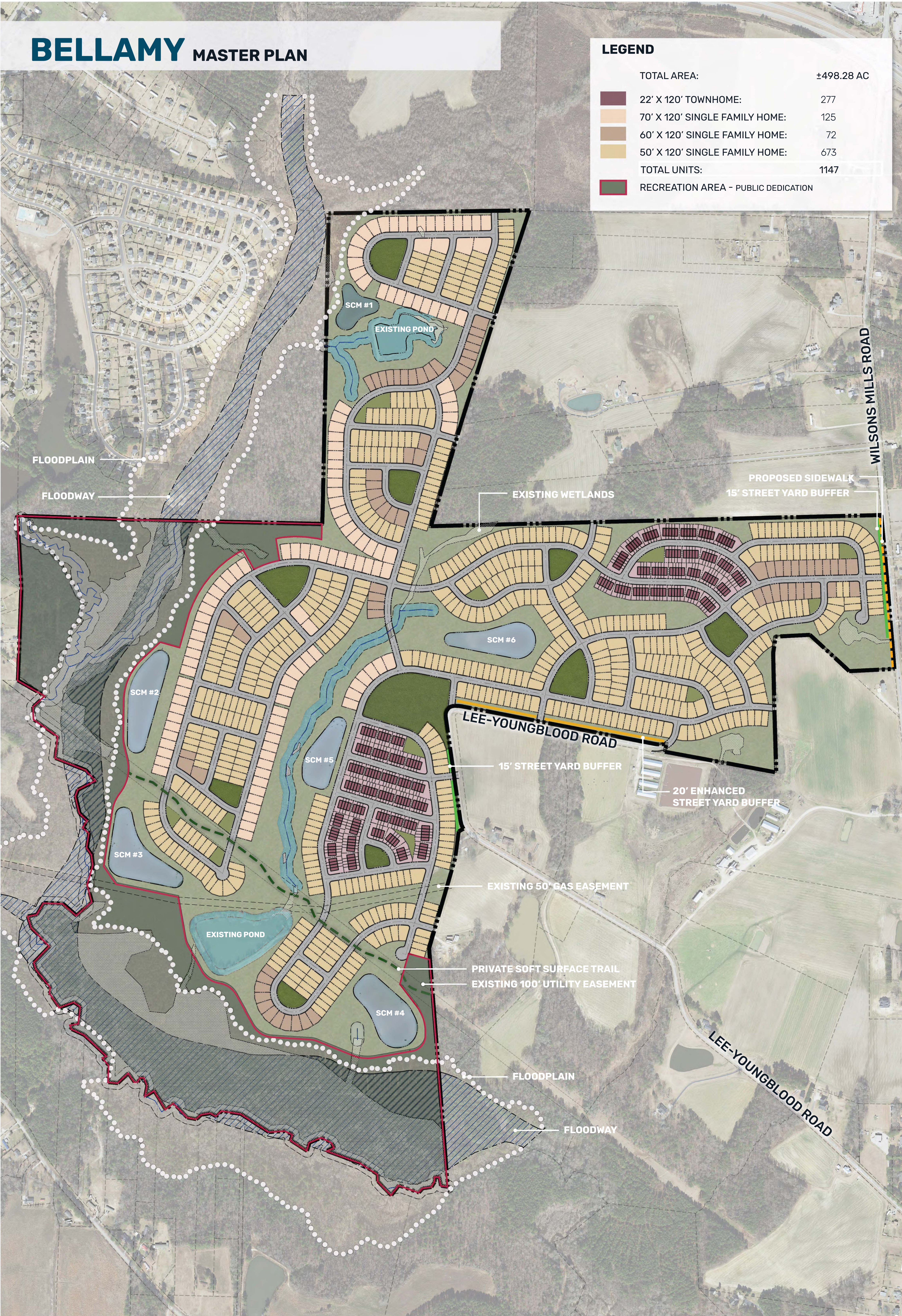
77

WESTVIEW S/D

BELLAMY MASTER PLAN

LEGEND

TOTAL AREA:	±498.28 AC
22' X 120' TOWNHOME:	277
70' X 120' SINGLE FAMILY HOME:	125
60' X 120' SINGLE FAMILY HOME:	72
50' X 120' SINGLE FAMILY HOME:	673
TOTAL UNITS:	1147
RECREATION AREA - PUBLIC DEDICATION	



CZ-25-05 Bellamy

File Number: CZ-25-05

Project Name: Bellamy

Location: West of Wilson’s Mills Rd. and along Lee-Youngblood Rd.

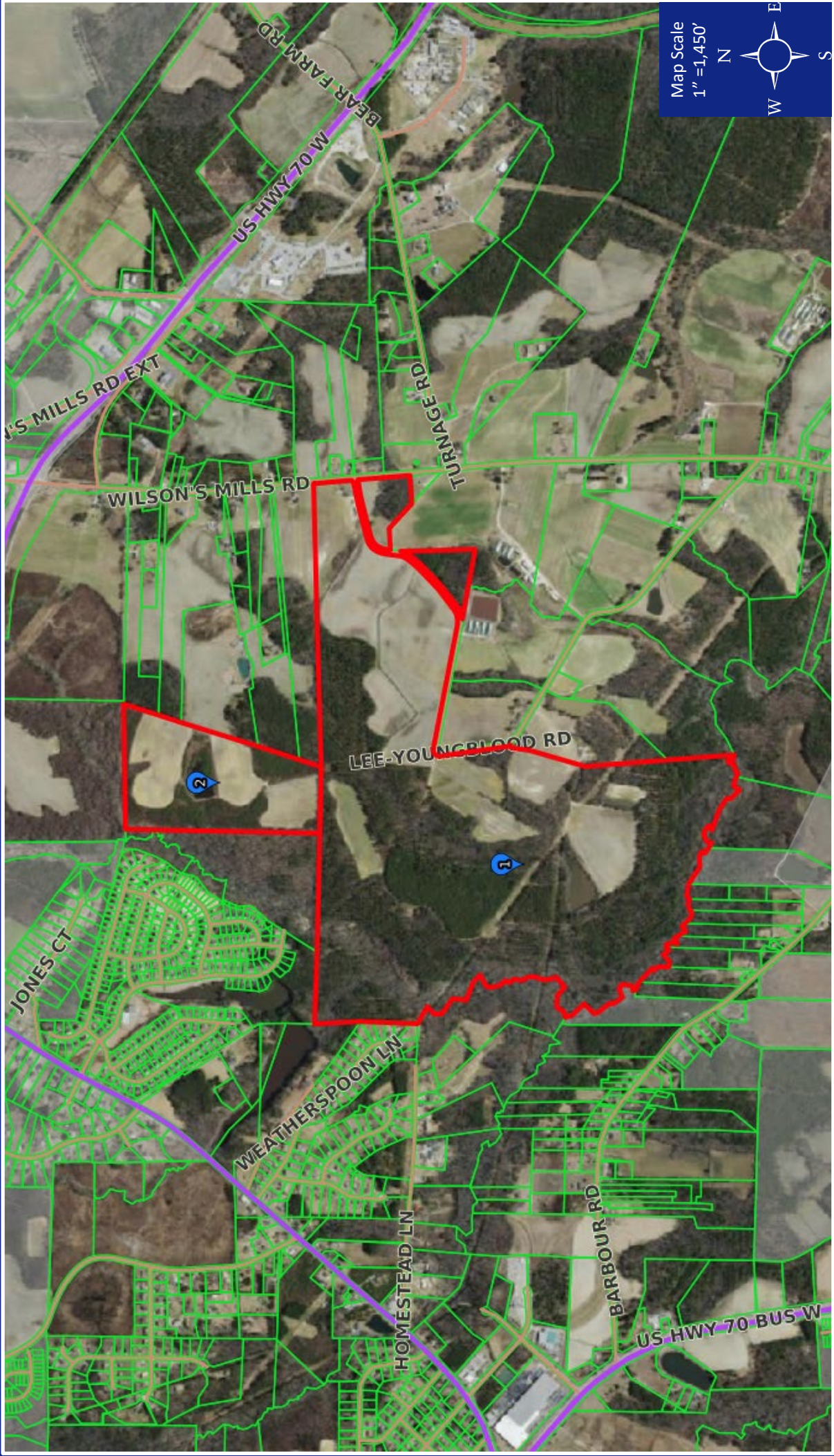
Tax ID#: 17K08039A, 17K08032

Existing Zoning: R-20A/AG

Property Owner: E&F Properties Inc.

Applicant: Rock Tower Partners, LLC

City or ETJ: ETJ



**Draft
Town of Smithfield
Planning Board Minutes
Thursday, September 4th, 2025
Council Chambers
6:00 PM**

Members Present:

Chairman Mark Lane
Doris Wallace
Ashley Spain (Arrived Late)
Alisa Bizzell (Left at 7:40)

Members Absent:

Staff Present:

Stephen Wensman, Planning Director
Micah Woodard, Planner I

Staff Absent:

Julie Edmonds, Administrative Support Specialist

CALL TO ORDER

PLEDGE OF ALLEGIANCE

IDENTIFY VOTING MEMBERS

APPROVAL OF AGENDA Mark Lane made a motion to approve the agenda; seconded by Alisa Bizzell. Unanimously approved.

APPROVAL OF MINUTES August 7th, 2025

Mark Lane made a motion to approve the minutes, seconded by Alisa Bizzell. Unanimously approved.

APPOINT NEW VICE-CHAIR

Mark Lane made a motion to elect Doris Wallace as new vice-chair of the Planning Board; seconded by Alisa Bizzell. Unanimously approved.

New Business

CZ-25-05 Bellamy: Rock Tower Partners LLC is requesting approval of Bellamy, an R-8 conditional rezoning master plan consisting of 1,147 units of residential: 870 detached single-family residential lots and 277-townhouse lots over 498-acres of land.

Stephen Wensman stated the developer has petitioned for voluntary annexation of the entire development site. With annexation, the water and sewer will be provided by the Town of Smithfield and electric utilities will be provided by Duke. The construction is expected to begin in 2028 and last approximately ten years and consist of 4 phases. Phasing is subject to change and sub-phasing may occur. The access to the development will be from a single access on Wilsons Mills Road and 4 access points onto Lee-Youngblood Road. The portion of Lee-Youngblood Road that enters the development site will be vacated by the development. The master plan shows 5 points of lateral access to connect with future development. There is no lateral access shown to connect to the Tralee Subdivision (west of Bellamy). The developer of Tralee has asked for a lateral connection claiming the development will landlock the parcel. A Traffic Impact Analysis (TIA) will be required prior to preliminary plat.

Bellamy will have a private central “main amenity area” (5-acres) to include a pool, 2-sport courts, clubhouse and playground. An HOA will own and maintain the recreation and open space areas and amenities, stormwater facilities, walking trails, and landscaping. The applicant is proposing 4 different lot sizes.

(277) 22'x120' Townhome lots
(125) 70'x120' Detached Single-family lots
(72) 60'x120' Detached Single-family lots

(673) 50'x120' Detached Single-family lots

The developer is seeking deviations from the UDO of conditional zoning is to provide flexibility from as part of the rezoning. The purpose conventional zoning and to allow creative projects to occur through a negotiated (give and take) approach to achieve the desired project that both the developer and town mutually can be satisfied with. The applicant is seeking the following deviations from the following UDO Requirements:

UDO Standard	Existing Standard	Proposed Standard
Single Family Lots		
Min. Lot Area	8,000 sq. ft.	6,000 sq. ft.
Min. Lot Frontage	70 ft.	50 ft.
Min. Front Yard Setback	30 ft.	25 ft.
Min. Corner Side Setback	15 ft.	15 ft.
Min. Side Setback	10 ft.	15 ft.
Min. Rear Setback	25 ft.	15 ft.
Mi. Acc. Structure Setback	10 ft.	5 ft.
Townhouse Lots		
Min. Lot Area	4500 sq. ft. gross site area	2,200 sq. ft.
Min Lot Frontage	N/A	20 ft.
Min Front Yard Setback	30 ft.	25 ft.
Min. Corner Side Setback	15 ft.	20 ft.

Mark Lane stated objective 6 in the comprehensive growth management plan coincides with what's being proposed. It mentions protecting the towns rural edge. Discourages large scale development and higher intensity uses by limiting zoning in rural areas.

Stephen Wensman stated it complies with the low density, 1 to 4 units per acre. The development will be 2.4 units per acre.

Mark Lane asked how the development is in harmony with the surrounding areas?

Stephen Wensman stated the UDO provides buffers between disparate land uses. They're meeting the code requirements and in places they're exceeding them.

David Bergmark from McAdams Civil Engineering and Land Design firm reiterated what Stephen Wensman stated in his presentation. He mentioned a mixed residential development of single-family detached homes and townhomes will be offered to meet the residential needs of different people.

Doris Wallace asked if the main road to this development will be widened?

David Bergmark said they're required to have a traffic impact analysis conducted. The results from that study will be submitted with the preliminary plat.

David DeYoung from Riverwild Development represents the owner of the parcel in question that Stephen Wensman mentioned. The 37-acre tract of land was originally part of the Tralee Subdivision. This tract of land wasn't developed with Tralee Subdivision due to Poplar Creek being so large therefore it wasn't feasible to cross. They're requesting a cross access point or a lateral connection into this parcel.

Ben Youngblood owns the adjoining land to this development. His family has owned this farm for over 200 years. He would like to see some thought put into another access due to the danger of the curves and hills on the road in front of this development. He's concerned about the increased traffic. He'd like to see a narrow buffer, maybe a fence put up or a buffer to keep from looking at the housing and anyone living there from seeing his property.

Clark Stephenson, a landowner across from this development spoke. He stated all of the trucks coming and going to the farms have no choice but to travel down Lee-Youngblood Rd.

Stephen Wensman said the developer is proposing to close the northern end of Lee-Youngblood Rd and get rid of the road and it would then become neighborhood roads.

Clark Stephenson asked how many acres of the 125 acres are outside of the floodplain?

David Bergmark said of the 125-acre area, 36 of those acres are outside the floodplain.

Clark Stephenson asked what the intent was to monitor the southern entrance of Lee-Youngblood Rd?

Stephen Wensman said DOT will review the traffic impact study once it's been done. They'll look at peak traffic and safety conditions and traffic counts.

Pam Keene owns land near this development. She asked how much of the road would be redone?

Stephen Wensman stated all the developer will do off-site is whatever DOT deems is necessary for the development to be built.

Will Stephenson an adjacent farm owner to this development came forward. He asked what the town standards were to approve a project like this?

Stephen Wensman said the developer is proposing an R-8 conditional zone. It's based on whether it should be an R-8 zone, they also are deviating from the R-8 standards. Instead of 8,000 sq. ft lots they're proposing 6,000 sq. ft. lots. The town has a 60ft right-of-way requirement and they're proposing a 50ft right-of-way requirement. The board has to agree to the 50 ft right-of-way and in exchange we will get open space and buffers beyond the town standards. If the board wants fences, they can request them.

Karen Lee lives across the road from the proposed main entrance to this development. She is also concerned about the traffic and how Lee-Youngblood Rd can't handle all the current traffic and the additional traffic from this new development.

Ben Youngblood asked what the next steps would be after this meeting?

Stephen Wensman said this meeting is for the rezoning. It's a unique rezoning with a masterplan. It can change but it sets the types of units. It's the perimeters for the whole development. Next comes the preliminary plat which is the lot design. All construction issues will be addressed at that time. Next comes final plat which allows them to sell the lots. They will come back before the Planning Board and the Town Council for preliminary plat approval.

Cliff Sharpe of Lee-Youngblood Rd shared his concerns of the increased traffic and how the new homeowners in this development will like the aroma of hog waste.

Ashley Spain made a motion to deny CZ-25-05; seconded by Doris Wallace. Unanimously denied by all 4 board members.

CA-25-01 Comp Plan Amendment: Staff is requesting the Planning Board review the Comprehensive Growth Management Plan amendments and make a recommendation to the Town Council.

Micah Woodard presented CA-25-01 to the Planning Board. There have been an increasing number of changes to the Comprehensive Growth Management Plan through rezoning's. The town is growing through annexations and new areas opening to sewered growth. Many of these changes were not anticipated in the 2019 Town Plan. The proposed changes are the result of a meeting between Public Utilities, Planning and Parks and Recreation Departments, and the Assistant Town Manager.

TOWN PLAN AREAS OF CHANGE:

Area 1. The Town Plan envisions a large area of light industrial in West Smithfield which is now anchored by the Amazon facility and Johnston County Regional Airport. Further to the north there is a pocket of light industrial uses where Tk Studio and AdvanceTech are located. When the Town Plan was prepared, Staff were unaware of the County's sewer policy which reserved sewer capacity for industrial development. Staff believed sewer to be unavailable in this area, so the area was guided for low density residential (septic system-residential). The County has a sewer policy to provide sewer for industry, and the County has guided the land north of Smithfield's ETJ along US 70 Business West or Employment uses. The Town Council recently rezoned a parcel north of TK Studio to Light Industrial and correspondingly amended the Comprehensive Plan. This proposed amendment would guide all the land in this area for industrial/employment uses. Industrial in this area makes sense given the US 70 Business designation and easy access to I-42 on US 70 Business W and Swift Creek Road. The Town Plan also envisions low density residential septic development in the area. Since the Town Plan was adopted, the County has constructed a large pump station on the JNX Airport property. There is developable land to the north of the pump station that could feasibly be sewer. Ans has been of interest to the development community for some time. With the pump station now operational, Medium Density Residential is feasible. Medium density translates to residential densities as high as 9.61 units per acre and can include townhouses and multifamily apartment development.

Area 2. Within this area the Bellamy Subdivision is being planned which will bring sewer to the north side of Poplar Creek. Sewer is also feasible to the east of Swift Creek Road, potentially by being bored under the Neuse River from the Buffalo Road area. Therefore, staff is recommending guiding all this area for Medium Density Residential. Medium density translates to residential densities as high as 9.61 units per acre and can include townhouses and multifamily Apartment development.

Area 3. Area 3 includes the existing Local 70 Mixed Use PUD. The PUD area will be developed for light industrial or commercial uses. The Town Plan had envisioned a mixed-use center around Buffalo Road at the interchange to future I-42, and some office/residential to the south. The update recommends moving the mixed-use center to the north side of Buffalo Road and creating a larger area for industrial/employment. This makes sense given easy access to future I-42 and the need for industrial growth in the town.

Area 4. Area 4 encompasses the entire area east of I-95. The Town Plan did not envision sewer growth in this area, but Mallard Crossing changes all that.

- Industrial. Given the need for industrial growth and the proximity to I-95, Staff is recommending a larger Light Industrial area near the Brogden Road interchange.
- Mixed use. The Town Plan envisioned mixed use around the US 70 Business East/I-95 interchanges. With the completion of the connector road and elimination of Mallard Road connection to the Ramp, Staff are envisioning an even larger commercial/mixed use area.
- Low and Medium Density Residential. Mallard Crossing is a medium density project and with sewer on the east side of I-95, Staff recommends guiding all the land to medium and low density residential

Ashley Spain made a motion to table CA-25-01; seconded by Doris Wallace. Unanimously tabled

Old Business

None

Adjournment

Ashley Spain made a motion to adjourn; seconded by Doris Wallace. Unanimously approved.

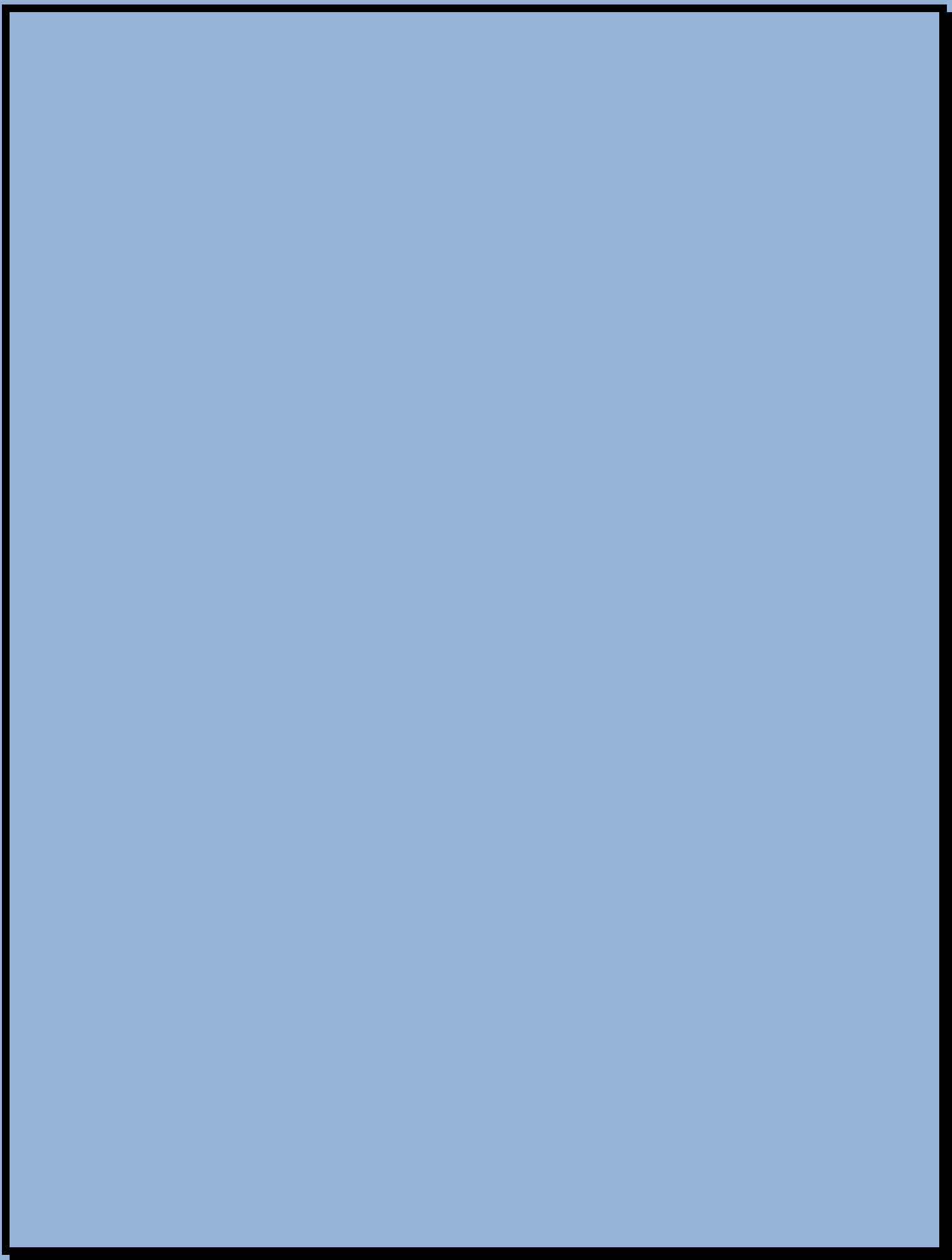
Next Planning Board meeting is October 2nd, 2025, at 6pm.

Respectfully Submitted,



Julie Edmonds
Administrative Support Specialist

Consent Agenda Items



The Smithfield Town Council met in regular session on Tuesday, August 19, 2025 at 7:00 p.m. in the Council Chambers of the Smithfield Town Hall, Mayor M. Andy Moore presided.

Councilmen Present:

Dr. Gettys Cohen, Jr., District 1
Sloan Stevens, District 2
Travis Scott, District 3
Dr. David Barbour, District 4
John Dunn, At-Large
Stephen Rabil, At-Large

Councilmen Absent

Roger Wood, Mayor Pro-Tem

Administrative Staff Present

Michael Scott, Town Manager
Kimberly Pickett, Assistant 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 at 7:00 PM.

INVOCATION

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

APPROVAL OF AGENDA:

Councilman David Barbour made a motion, seconded by Councilman John Dunn to approve the agenda as amended. Unanimously approved, amended as follows:

- **Add to the Consent Agenda: Item 8 - Consideration and request for an additional Smithfield Selma High School Resource Officer**
- **Add Closed Session pursuant to NC G.S 143-318.11 (a)(4)**

Business Items:

1. **Consideration and request for approval to complete appointing process and appoint a new council member to District 1:** The District 1 Seat is vacant and must be filled by the process approved by the Town Council. The Council will follow the process outlined in the staff report.

Town Manager Mike Scott Outlined the process for the Board to fill the vacant District One Town Council seat as follows:

- There are three candidates for the open seat.
- The order in which the candidates speak was chosen randomly.
- Each candidate will have five minutes to talk to the Council about why they should be chosen.
- Council members will each ask one question, and the candidate will have two minutes to answer each.

- While one candidate is speaking, the others will wait in another room.
- After all candidates have spoken and answered questions, Council members will vote by ballot.
- If there's a tie, the mayor will break it.
- The candidate with the fewest votes is dropped, and a second vote is held if needed.
- Once a winner is chosen, the Council will make it official with a public vote, and the new member will be sworn in and take their seat.

Three candidates—Felicia Baxter, Nariman Jarmina, and Dr. Gettys Cohen—introduced themselves and answered questions from the Town Council as part of the process to fill the District One Councilmember seat.

Felicia Baxter highlighted her background in human resources, workforce development, and community service. She emphasized her commitment to listening to the community, fostering collaboration, and empowering residents. In response to Council questions, she discussed priorities such as addressing flooding, supporting small business growth, promoting unity across party lines, and working as a team to serve all districts. She also stressed the importance of building relationships with other council members and learning from their experiences.

Mr. Nariman Jaminia described himself as a recent addition to Smithfield, a first-time father, and someone invested in the town's growth and livability. He focused on improving connectivity and amenities in District One, such as sidewalks and walking trails, and making the town more accessible for families. In his answers, he supported non-partisan elections, emphasized the need for open discussion and community input, and advocated for following through on previously approved projects. He also expressed a desire to collaborate with other council members to ensure all districts are represented and aligned.

Dr. Gettys Cohen introduced himself as a long-time resident of Smithfield, retired healthcare provider, and community advocate. He spoke about his dedication to public service, continuing the legacy of Councilman Lee, and ensuring fairness and transparency in government. Dr. Cohen's answers focused on improving safety (such as streetlights and police presence), supporting non-partisan elections to encourage participation, and being a listening ear for citizens' concerns. He emphasized the importance of teamwork, sensitivity to residents' needs, and working together for the betterment of all neighborhoods.

Voting Process:

District One Candidates were: Felicia Baxter, Dr. Gettys Cohen, Jr. and Nariman Jaminia; each candidate gave a five-minute introduction, and received questions from each Board member for a two-minute response in the above name order, which was previously selected.

Councilmembers present were: Sloan Stevens, Travis Scott, Dr. David Barbour, John Dunn and Stephen Rabil. In the event of a tie vote, the Mayor would break the tie.

First Vote: Sloan Stevens, Travis Scott, John Dunn, Stephen Rabil voted for Dr. Gettys Cohen, with Dr. David Barbour voting for Felicia Baxter.

Second Vote: Sloan Stevens, Travis Scott, Dr. David Barbour, John Dunn and Stephen Rabil all voted for Dr. Gettys Cohen.

Record of Decision:

Councilman Travis Scott made a motion, seconded by Councilman Stephen Rabil to appoint Dr. Gettys Cohen to the District One Town Council seat. Unanimously approved.

With the unanimous vote, Dr. Gettys Cohen was sworn in by the Clerk, and joined the Board on the dais for the remainder of the meeting.

Presentations: None

Citizens Comments: None

Consent Agenda Items:

Councilman David Barbour made a motion, seconded by Councilman Sloan Stevens, to approve the following items as listed on the amended Consent Agenda:

1. Approval of Minutes

7/1/25 – Regular Session

2. Consideration and request for approval of Resolution No. 782 (21-2025) for the Police Department's GHSP Traffic Grant: It is respectfully requested that the Town Council approve Resolution No. 782 (21-2025), to allow the Police Department to apply for an officer to act as a traffic officer. This item was discussed and approved at the August 5, 2025 Town Council meeting.

**TOWN OF SMITHFIELD
RESOLUTION #782 (21-2025)
IN SUPPORT OF THE POLICE DEPARTMENT
NC GHSP GRANT APPLICATION
North Carolina Governor's Highway Safety Program
LOCAL GOVERNMENTAL RESOLUTION**

WHEREAS, the Smithfield Police Department (herein called the "Agency") has completed an application contract for traffic safety funding; and that The Town of Smithfield (herein called the "Governing Body") has thoroughly considered the problem identified and has reviewed the project as described in the contract;

NOW THEREFORE BE IT RESOLVED by the Town of Smithfield in an open meeting assembled in the Town of Smithfield, North Carolina, this, the 19th Day of August, 2025, as follows:

1. That the project referenced above is in the best interest of the Town Smithfield and the general public; and
2. That James Grady, Police Captain, is authorized to file, on behalf of the Town of Smithfield, an application contract in the form prescribed by the Governor's Highway Safety Program for federal funding in the amount of \$151,802.00 to be made to the Town of Smithfield to assist in defraying the cost of the project described in the contract application; and
3. That the Town of Smithfield has formally appropriated the cash contribution of \$26,788.00 as required by the project contract; and
4. That the Project Director designated in the application contract shall furnish or make arrangement for other appropriate persons to furnish such information, data, documents and reports as required by the contract, if approved, or as may be required by the Governor's Highway Safety Program; and
5. That certified copies of this resolution be included as part of the contract referenced above; and
6. That this resolution shall take effect immediately upon its adoption.

Done and ordered in open meeting this the 19th day of August 2025 by:

M. Andy Moore, Mayor
Town of Smithfield

ATTEST:

Elaine Andrews, Town Clerk

3. Consideration and request for approval to declare Police K-9 Karuz as no longer needed for public service, and allow him to retire to his handler for future care due to age: The Police

Department is requesting Police K-9 Karuz be declared as no longer needed for public service, and allowed to retire and be released to his handler for the purchase price of \$1.00.

4. **Consideration and request for approval to adopt Resolution No. 783 (22-2025) fixing the public hearing date for annexation ANX-25-03:** Heath Street #215 has submitted a petition for voluntarily contiguous annexation of 19 acres (Johnston County Tax ID 15078009K) into the Town of Smithfield. The Town Council is asked to adopt Resolution No. 783 (22-2025) setting the date for public hearing for September 2, 2025 to consider the annexation petition.

TOWN OF SMITHFIELD

RESOLUTION NO. 783 (22-2025)
STATING THE INTENT TO ANNEX PROPERTY OWNED BY
THE TOWN OF SMITHFIELD
WHICH IS CONTIGUOUS TO THE EXISTING MUNICIPAL BOUNDARIES

BE IT RESOLVED by the Town Council of the Town of Smithfield, a North Carolina municipal corporation that:

Section 1. It is the intent of the Town Council pursuant to NCGS 160A-31(g) to annex the property described in Section 2, which is owned by the Town of Smithfield.

Beginning at the northeast corner of the 10.09 acre tract on PB 98, pg. 100, conveyed by the Town to Heath Street# 215 in Book 6710, pg. 142, and located on Poplar Creek in the line of E&F Properties, Inc. Deed Book 4377, pg. 880, thence from said point of beginning along Poplar Creek S 57 degrees 15 minutes 50 seconds E 74.48 feet, N 16 degrees 11 minutes 01 seconds E 65.17 feet, N 66 degrees 52 minutes 35 seconds E 100.77 feet, South 63 degrees 19 minutes 18 seconds East 85.93 feet, S 28 degrees 22 minutes 55 seconds E 44.92 feet, S 65 degrees 56 minutes 37 seconds W 59.90 feet, S 70 degrees 24 minutes 44 seconds E 267.37 feet, S 57 degrees 30 minutes 26 seconds E 161.89 feet, S 1 degree 48 minutes 9 seconds E 52.5 feet, S 44 degrees 03 minutes 19 seconds E 148.81 feet, N 36 degrees 40 minutes 56 seconds E 94.73 feet, S 70 degrees 48 minutes 36 seconds E 112.05 feet, S 12 degrees 05 minutes 46 seconds W 939.44 feet to the existing Smithfield City limits line (See Deed Book 1386, pg. 246), thence with the Smithfield line through the property of Heath Street #215 N 65 degrees 00 minutes 40 seconds W 775.74 feet to the line of the Heath Street property described in Deed Book 6710, pg. 142, thence with the line of said tract N 1 degree 40 minutes 26 seconds E 1090.37 feet to the point and place of beginning. Containing 18.10 acres and drawn pursuant to an annexation plat by Jerry Ball Land Surveying dated February 20, 2025, and titled "Annexation Plat for the Town of Smithfield."

Section 3. The property described in Section 2 is contiguous to the current municipal boundaries.

Section 4. A public hearing on the question of annexation of the property will be heard at the Town Hall at the next regular meeting on Tuesday September 2, 2025.

Section 5. 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 (10) days prior to the date of the public hearing.

Adopted this 19th day of August, 2025.

Attest:

Elaine Andrews, Town Clerk

M. Andy Moore, Mayor

5. **Consideration and request for approval to adopt Resolution No. 784 (23-2025) directing the Town Clerk to certify the sufficiency of the annexation petition ANX-25-04:** The Town of

Smithfield received a petition from E&F Properties Inc. for a voluntary contiguous annexation of 498.283 acres into the Town of Smithfield, located on Wilson Mills Road and Lee-Youngblood Road, north and east of Poplar Creek.

**TOWN OF SMITHFIELD
RESOLUTION NO. 784 (23-2025)
DIRECTING THE CLERK TO INVESTIGATE
A CONTIGUOUS ANNEXATION PETITION
RECEIVED UNDER NC G.S. 160A-31**

WHEREAS, a petition requesting annexation of an area described in said petition was received on August 19, 2025 by the Smithfield Town Council; and

WHEREAS, NC G.S. 160A-31(c) 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 attached petition and to certify as soon as possible to the Town Council the result of her investigation

Adopted this the 19th day of August, 2025

M. Andy Moore, Mayor

ATTEST:

Elaine Andrews, Town Clerk

6. **Consideration and request for approval for the purchase of Ford Ranger trucks:** The Town Council approved funding to purchase 4 new ranger style work trucks, two for Public Works, one for Planning and one for the Utilities Department. Staff obtained quotes from an "approved vendor" on the NC Sheriff's Association (already approved through the State bid process) and has submitted the appropriate vehicle for approval.
7. **Consideration and request for approval for a new road name:** Staff requests the Town Council to approve ***Polecat Branch Road*** as the name of the new road connecting US-70 Business East to Mallard Road.

CONNECTING US-70 BUSINESS EAST TO MALLARD ROAD

Resolution No. 785 (24- 2025)

WHEREAS, in conjunction with the new Market Street Bridge and I-95 interchange project, the North Carolina Department of Transportation (NCDOT) removed the direct access to Mallard Road from the I-95 ramp and constructed a new roadway that connects US-70 Business East to Mallard Road, just east of the Johnston County School District Office; and

WHEREAS, this newly constructed roadway requires an official name to facilitate public safety, emergency response, navigation, and addressing; and

WHEREAS, the street name "Polecat Branch Road," was chosen in recognition of Polecat Branch Creek, which runs parallel to the new roadway and reflects the historic and geographic character of the area; and

WHEREAS, *Article 10, Section 10.110.6* of the Town of Smithfield's Unified Development Ordinance requires that street names be subject to the approval of the Town Council, and that upon Council's approval, the name will be submitted for review and approval by Johnston County; and

WHEREAS, the proposed name has been reviewed for compliance with Johnston County's road-naming guidelines and is consistent with the Town's naming policies;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Town Council of the Town of Smithfield, North Carolina, that:

1. The newly constructed roadway connecting US-70 Business East to Mallard Road shall be officially named **Polecat Branch Road**.
2. Town staff are authorized to take all necessary steps to notify Johnston County for review and approval of the road name.

Adopted this the 19th day of August, 2025

M. Andy Moore, Mayor

ATTEST:

Elaine Andrews, Town Clerk

8. **Consideration and request for an additional Smithfield Selma High School Resource Officer:** The police department is asking the Town Council to approve an additional School Resource Officer (SRO) position for Smithfield Selma High School. The addition of the second officer will create a safer environment for the students and staff at Smithfield Selma High School. (Police Chief – Pete Hedrick) See attached information

PUBLIC HEARINGS:

1. **Consideration and request for approval to zoning map amendment (RZ-25-01):** Clarius Partners, LLC is requesting a zoning map amendment to rezone a 75.61 acre parcel, located on US Highway 70 Business, at the north edge of the Town's extra-territorial

jurisdiction and with the Johnston County Tax ID 17J07032, from R-20A (Residential-Agriculture) and B-3 (Highway-Entranceway Commercial) to LI (Light Industrial).

Mayor Andy Moore stated this was a re-opening of the public hearing for the Clarius Partners, LLC zoning map amendment request, continued from a prior Council meeting on 7/15/2025.

Councilman David Barbour made a motion, seconded by Councilman John Dunn to open the Public Hearing. Unanimously approved.

Planning Director Stephen Wensman presented a brief version of the request for a zoning map amendment (RZ 25-01) from Clarius Partners LLC to rezone approximately 75.61 acres on US Highway 70 Business from R-20A and B3 to Light Industrial. He explained that the proposed development would be a light industrial warehouse facility with four buildings, stormwater ponds, and a 100-foot undisturbed buffer from adjacent residential areas (increased from the original 30–35 feet). The main entrance would have a stoplight, and the developer had made changes in response to neighborhood concerns, including moving a stormwater pond and increasing the buffer.

Wensman provided an illustration of the petitioner's request in his staff report and presentations, which were incorporated in his entire record provided to the Town Council in written form as part of their August 19, 2025 agenda packet.

Wensman detailed Staff's opinion of the Consistency Statement for the request:

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 development is inconsistent with the town's comprehensive plan and the rezoning will result in an amendment to the Town's plan.*
- **Consistency with the Unified Development Code** – *The site will be developed in accordance with the Light Industrial standards and WS-IV-PA standards.*
- **Compatibility with Surrounding Land Uses** - *The property considered for rezoning will be compatible with surrounding land uses, in particular, there is a LI District less than 1,000 feet to the south.*

Wensman further stated that Staff recommend the motion to approve zoning map amendment, RZ-25-01, finding it consistent with the Town of Smithfield Comprehensive Growth Management Plan as hereby amended by the rezoning, and other adopted plans, and that the amendment is reasonable and in the public interest.”

Public Comments:

- Mark Cooper (Barber Farm HOA): Expressed appreciation for the developer's willingness to increase the buffer but requested that hours of operation be limited to reduce nighttime truck noise.
- Mr. Barbour (adjacent property owner): Raised concerns about water runoff and potential flooding of nearby homes, especially during heavy rain events.
- Rodney Mitchell (neighbor): Opposed the rezoning, citing the loss of farmland, impact on farmers, and the irreversible nature of converting agricultural land to industrial use.
- Rick Buckner (Smithfield resident): Supported job creation but was concerned about increased truck traffic and congestion on Market Street and other intersections.
- Craig Dannegger (Clarius Partners, developer): Outlined the benefits of the project, including job creation

(estimated 56–560 jobs), infrastructure improvements, economic growth, and increased tax revenue. He emphasized the developer's commitment to transparency, the expanded buffer, and responsiveness to community feedback.

Council and staff discussion: Council members and staff asked questions about traffic flow, stormwater management, and the developer's commitment to the 100-foot buffer and noise mitigation. The developer and their civil engineer (Nicholas Aaron) explained the stormwater management plan and confirmed the buffer would remain undisturbed.

Planning Director Wensman and Council acknowledged the developer's efforts to address community concerns, while also noting that, as a rezoning, the Council could not impose conditions on the project. The public hearing concluded with appreciation for the developer's engagement and the community's input.

Councilman Travis Scott asked about available water and sewer capacity for the project. Wensman stated the County has adequate water and sewer.

Councilman Stephen Rabil made a motion seconded by Councilman John Dunn to close the public hearing. Unanimously approved.

Councilman Travis Scott made a motion, seconded by Councilman John Dunn to approve the rezoning request. Unanimously approved.

Mayor Andy Moore thanked the citizens, and those who appeared to speak regarding the case as well as the developers for the project. He reminded them, however, that the Town Board could not, by law, place any restrictions on a rezoning. Such matters are left to the good faith of the developer. He addressed the developer stating he looks forward with hope that this would be a great project.

2. Consideration and request for approval of conditional zoning amendment (CZ-25-04):

Smithfield Growth, LLC is requesting an amendment to the PUD Conditional Zoning master plan to allow two detached single-family flag lots associated with the development of the property with the Johnston County Tax ID 14057011Y adjacent and on the East side of Booker Dairy Road, about 550' south of Eden Drive.

Councilman David Barbour made a motion, seconded by Councilman John Dunn to open the Public Hearing. Unanimously approved.

Planning Director Stephen Wensman presented a request for a conditional zoning amendment (CZ 25-04) from Smithfield Growth LLC. The amendment pertained to the Local 70 mixed-use planned unit development (PUD), specifically to allow two "flag lots" on Boss Court to have a reduced minimum street frontage of 25 feet, instead of the previously approved 42 feet. This adjustment was needed because, during the subdivision process, it was discovered that the two lots could not meet the original frontage requirement due to the street's design. The change would make these lots more consistent with adjacent lots and avoid creating unusually large, non-conforming lots. The Planning Director noted that the request would not increase the overall density and was consistent with the town's growth management plan and Unified Development Ordinance (UDO).

Wensman stated staff's approval of the consistency statement:

CONSISTENCY STATEMENT (Staff Opinion):

With the approval of the rezoning, the Town Council is required to adopt a statement describing whether the action is consistent with the 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 development is consistent with the comprehensive plan.*
- **Consistency with the Unified Development Code** – *The property will be developed in conformance with the UDO conditional zoning provisions that allows flexibility in development standards on a site-by-site basis based on design considerations.*

- **Compatibility with Surrounding Land Uses** - *The proposed flag-lots will be more in conformance with surrounding lots if the amendment is approved than if not.*

Both staff and the Planning Board recommended approval, with one condition:

1. *That the two lots on Bosque Court be allowed a 25' minimum lot width and the remainder of the project be developed in accordance with the approval of the earlier CZ-24-02 rezoning.*

Councilman Travis Scott asked why the design could not be made into a large cul-de-sac. Wensman noted that the conditional zoning would make for a safer lot, and a better conforming development.

The developer, Corey Mabus of Carolina Commercial Contractors, clarified that the request did not increase density, maintained the original number of lots, and preserved planned green space and landscaping. He also provided an update on project progress and addressed concerns about site maintenance.

Councilman David Barbour made a motion, seconded by Councilman Sloan Stevens to close the public hearing. Unanimously approved.

Upon discussion to specify the lot numbers, the following motion was made:

Councilman David Barbour made a motion, seconded by Councilman John Dunn to approve the zoning map amendment CZ 25-04, with the condition that the two lots on Boss Court (lots 142 and 146) be allowed a minimum lot width of 25 feet, finding the rezoning consistent with the Town of Smithfield Comprehensive Growth Management Plan and other adopted plans, and that the amendment is reasonable and in the public interest. The motion was unanimously approved.

Councilman Travis Scott asked the developer Corey Mabus for a project update.

Mabus reported that site work is actively underway at the Local 70 development, with about 60–70% of the stormwater pond completed. Progress has been slowed by heavy rain, but efforts are being made to control mud and maintain compliance with regulations. They have cleaners to address mud tracked into the road from the project. The wet well has been installed, and most sewer services for phase one are in place. The team aims to seek final plat approval for the first phase between the first and second quarter of the next year.

COUNCILMEMBER COMMENTS:

- Mayor Andy Moore, again welcomed Dr. Gettys Cohen, Jr. to the Town Council. Councilman Cohen thanked the Mayor and Board for their welcome and support.
- Councilman Travis Scott shared that a citizen donated a historical fire department badge, possibly from 1942, to the town. He presented it to the Fire Chief and requested research into its history.
- Councilman David Barbour announced the upcoming drone fly-in event, scheduled for the first Saturday in October, and encouraged participation.
- Councilman Travis Scott also raised a concern about traffic congestion at the intersection of North and Buffalo during rush hour, suggesting the Police Chief look into the possibility of making it a three-way stop to improve traffic flow.
- Mayor Andy Moore reminded citizens that we are in hurricane season urging citizens and staff to be aware, take precautions and assert due diligence when it comes to keeping the Town's drain lines clear of debris. Councilman Barbour echoed the mayor's advice, particularly noting Wilsons Mills Road having overflowed during a recent rain event— and it being a DOT maintained Road.

TOWN MANAGER'S REPORT:

Town Manager Mike Scott provided the following updates:

- Street painting is underway on South Third and Outlet Center Drive, with completion expected soon.
- A map and list of streets for the next resurfacing project have been prepared and will be shared with the council after review.
- The town is prepared for hurricane season and is monitoring Hurricane Aaron, though no major impacts are expected at this time.
- The River Rat Regatta, scheduled for Saturday, will likely be canceled due to high river levels, with the possibility of rescheduling being considered.
- On the same day, a youth football event with 23 teams will take place at the high school and Community Park, and the public is encouraged to attend.

Mayor Andy Moore extended gratitude to the Town's Public Information Officer, Brian Eaves for his diligence in keeping the public informed with social media. Mayor Moore stated he has received good feedback for having positive news on the Town's page.

Councilman Travis Scott acknowledged the effort staff put into organizing the River Rat Regatta and noted community disappointment over its likely cancellation. He suggested that participants preserve their boats and possibly display them at the Ham & Yam Festival to maintain community interest and engagement with the event.

CLOSED SESSION PURSUANT TO N.C. GS 143-318.11 (a)(4)

Councilman David Barbour made a motion, seconded by Councilman John Dunn, to go into closed session at approximately 9:10 pm. Unanimous.

Councilman David Barbour made a motion, seconded by Councilman John Dunn, to reconvene into open session at approximately 10:42pm. Unanimous.

ADJOURN:

Councilman David Barbour made a motion, seconded by Councilman Sloan Stevens, to adjourn the meeting. The meeting adjourned at approximately 10:47 pm. Unanimous.

M. Andy Moore, Mayor

ATTEST:

Elaine Andrews, Town Clerk

The Smithfield Town Council met in regular session on Tuesday, September 2, 2025 at 7:00 p.m. in the Council Chambers of the Smithfield Town Hall, Mayor M. Andy Moore presided.

Councilmen Present:

Dr. Gettys Cohen, Jr. District 1
Roger Wood, Mayor Pro-Tem
Sloan Stevens, District 2
Travis Scott, District 3
Dr. David Barbour, District 4
John Dunn, At-Large
Stephen Rabil, At-Large

Councilmen Absent

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 at 7:00 pm.

INVOCATION

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

APPROVAL OF AGENDA:

Councilman David Barbour made a motion, seconded by Mayor Pro Tem Roger Wood, to approve the agenda. Unanimously approved with the following amendment:

- Add: Closed Session pursuant to NC G.S. 143-318.11 (a)(5) and (a)(6).

Mayor Andy Moore welcomed Assistant Town Manager Kimberly Pickett, noting her presence at the dais during the meeting.

PRESENTATIONS:

1. Proclamation: Declaring September 17-23, 2025 as Constitution Week in the Town of Smithfield

Mayor Andy Moore read the proclamation declaring Constitution Week in the Town of Smithfield:

**Proclamation for Constitution Week
September 17 – 23, 2025
In the Town of Smithfield, North Carolina**

Whereas, September 17, 2025, marks the two hundred thirty-eighth anniversary of drafting the Constitution of the United States of America by the Constitutional Convention; and
Whereas, it is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary; and to the patriotic celebrations which will commemorate the occasion; and

Whereas, Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17th through 23rd as Constitution Week, **NOW, THEREFORE I, M. Andy Moore**, Mayor of the Town of Smithfield do hereby proclaim September 17th through the 23rd, 2025 to be

CONSTITUTION WEEK

in the Town of Smithfield and ask our citizens to reaffirm the ideals the Framers of the Constitution in 1787 by vigilantly protecting the freedoms guaranteed to us through this guardian of our liberties, remembering that lost rights may never be regained.

M. Andy Moore, Mayor

- 2. Presentation – Consideration and approval for a mural honoring the Tuscarora people to be placed on the side of the building at 134 S 3rd Street:** The Johnston County Committee for *America250NC* would like to present plans for a historical mural honoring the Tuscarora people. They have received a \$10,000 grant and have permission to place the mural on the building at 134 S Third St.

Mayor Andy Moore introduced Todd Johnson, the Executive Director of the Johnston County Heritage Center, and Allison Elsie of the America 250 Committee who spoke on behalf of the mural request. Todd Johnson presented the proposed mural honoring the Tuscarora people. He shared historical background from an 1805 geography book, highlighting Smithfield's origins on the site of a significant Native American village. Johnson explained the process of selecting the mural's location at 134 South Third Street, with the building owner's permission, and described the mural's design, which will include culturally important elements such as a bear and a turtle. Johnson stated the artist commissioned to paint the mural is Brian Lewis, who is known for painting the Ava Gardner mural. Johnson outlined the tentative schedule for the mural's creation, pending board approval. Johnson emphasized the mural's importance to the Tuscarora community and its role in recognizing their historical presence in Smithfield.

Councilman David Barbour made a motion, seconded by Councilman John Dunn to approve the mural request. Unanimously approved.

Councilman Travis Scott mentioned that he would like for the Appearance Commission to be a part of the mural. Assistant Town Manager, Kim Pickett stated that she would give them the information.

PUBLIC HEARING:

- 1. Consideration and request for approval to hold a public hearing for ANX-25-03:** The Town Council is requested to hold a public hearing, for consideration to adopt Ordinance No. 528 -2025, for the voluntary contiguous annexation of Heath Street #215 parcels into the Town of Smithfield Corporate Limits. Heath Street #215 has submitted a petition for voluntary annexation of the 18.10 acres (Johnston County Tax ID 15078009K) to the Town of Smithfield.

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

Planning Director Stephen Wensman presented a request for the voluntary contiguous annexation of the Heath Street 215 parcels, 18.10 acres, Johnston County tax ID 15078009K, into the town

of Smithfield. He described the parcel's location, its proximity to previously annexed land, and the availability of town water and sewer utilities. Wensman noted that the property is currently undeveloped, is already within the town's fire district, and that there would be no immediate burden on town services. He outlined the steps already taken in the annexation process, including the sufficiency investigation and the setting of the public hearing, and recommended that the council consider adopting the ordinance to extend the town's corporate limits.

Mayor Moore asked if there were any questions from the Board. There were none. Mayor Moore asked if there was anyone in the audience wishing to speak on the annexation petition. No one spoke for or against the request.

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

Councilman Travis Scott expressed appreciation to the Barefoot family's daughter for continuing the family's vision.

Councilman David Barbour made a motion, seconded by Councilman John Dunn to adopt annexation ordinance No. 528-2025 for annexation request ANX-25-03, extending the corporate limits of the Town of Smithfield. Unanimously approved.

**TOWN OF SMITHFIELD
North Carolina**

**ORDINANCE NO. 528-2025 TO EXTEND THE
CORPORATE LIMITS OF THE TOWN OF SMITHFIELD**

WHEREAS, the Town Council has been petitioned under NCGS 160A-31 to annex the area described below; and

WHEREAS, a public hearing on the question of this annexation was held in the Smithfield Town Hall Council Chambers located at 350 East Market Street, Smithfield, North Carolina at approximately 7:00 pm on September 2, 2025, after due notice; and

WHEREAS, the Town Council finds that the petition meets the requirements of NCGS 160A-31.

NOW THEREFORE BE IT ORDAINED by the Town Council of the Town of Smithfield that:

Section 1. By virtue of the authority granted by NCGS 160A-31, the following described contiguous property owned by the Town of Smithfield is hereby annexed and made a part of the Town of Smithfield effective immediately.

The legal description of the area proposed for annexation is described as follows:

Beginning at the northeast corner of the 10.09 acre tract on PB 98, pg. 100, conveyed by the Town to Heath Street# 215 in Book 6710, pg. 142, and located on Poplar Creek in the line of E&F Properties, Inc. Deed Book 4377, pg. 880, thence from said point of beginning along Poplar Creek S 57 degrees 15 minutes 50 seconds E 74.48 feet, N 16 degrees 11 minutes 01 seconds E 65.17 feet, N 66 degrees 52 minutes 35 seconds E 100.77 feet, South 63 degrees 19 minutes 18 seconds East 85.93 feet, S 28 degrees 22 minutes 55 seconds E 44.92 feet, S 65 degrees 56 minutes 37 seconds W 59.90 feet, S 70 degrees 24 minutes 44 seconds E 267.37 feet, S 57 degrees 30 minutes 26 seconds E 161.89 feet, S 1 degree 48 minutes 9 seconds E 52.5 feet, S 44 degrees 03 minutes 19 seconds E 148.81 feet, N 36 degrees 40 minutes 56 seconds E 94.73 feet, S 70 degrees 48 minutes 36 seconds E 112.05 feet, S 12 degrees 05 minutes 46 seconds W 939.44 feet to the existing Smithfield City limits line (See Deed Book 1386, pg. 246), thence with the Smithfield line through the property of Heath Street #215 N 65 degrees 00 minutes 40 seconds W 775.74 feet to the line of the Heath Street property described in Deed Book 6710, pg. 142, thence with the line of said tract N 1 degree 40 minutes 26 seconds E 1090.37 feet to the point and place of beginning. Containing 18.10 acres and drawn pursuant to an annexation plat by Jerry Ball Land Surveying dated February 20, 2025, and titled "Annexation Plat for the Town of Smithfield."

Section 2. The Mayor of the Town of Smithfield shall cause to be recorded in the office of the Register of Deeds of Johnston County, and in the office of the Secretary of State in Raleigh, North Carolina an accurate map of the annexed territory, described in Section 1 above, together with a duly certified copy of this ordinance. Such a map shall be delivered to the Johnston County Board of Elections, as required by NCGS 163-288.1

Section 3. The Mayor of the Town of Smithfield shall cause to be recorded in the office of the Register of Deeds of Johnston County, and in the office of the Secretary of State in Raleigh, North Carolina an accurate map of the annexed territory, described in Section 1 above, together with a duly certified copy of this ordinance. Such a map shall be delivered to the Johnston County Board of Elections, as required by NCGS 163-288.1.

Adopted this the 2nd day of September, 2025

M. Andy Moore, Mayor

ATTEST:

Elaine Andrews, Town Clerk

APPROVED AS TO FORM:

Robert Spence, Jr., Town Attorney

CITIZEN'S COMMENTS:

- Stephanie Avery of 214 West Meadow Brook Drive, Smithfield thanked the town and public works for installing speed bumps at the Eva Ennis Splash Pad before the school year and expressed appreciation for timely action.
- Paul Howard of Woodlawn Drive, Smithfield voiced concerns about a police officer swearing-in ceremony. He stated he felt citing only the closed session statute numbers showed a lack of transparency. He also stated he felt some board members were not being responsive to citizen concerns, particularly regarding unresolved traffic and street issues.

The mayor responded to Mr. Howard's comments, explaining the circumstances of the swearing-in ceremony.

Councilman David Barbour clarified that he returns all constituent calls and encouraged Mr. Howard to contact him directly if needed.

CONSENT AGENDA ITEMS:

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

1. **Approval of Minutes**
 - a) June 17, 2025 – Regular Session
 - b) June 24, 2025 – Budget Session
 - c) July 15, 2025 – Regular Session
2. **Consideration and request for approval to adopt Resolution No. 786 (25 - 2025) fixing the public hearing date for annexation ANX-25-04 - Bellamy Development:** The Town of Smithfield received a petition from E & F Properties, Inc. for voluntary contiguous annexation of 498.283 acres into the Town of Smithfield. The property is located on Wilsons Mills Road and Lee-Youngblood Road, north and east of Poplar Creek.

RESOLUTION 786 (25-2025)
FIXING THE DATE OF PUBLIC HEARING ON QUESTION OF ANNEXATION
PURSUANT TO NC G.S. 160A-31

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

WHEREAS, the Town Council by Resolution No. 784 (23-2025) 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 September 16, 2025.

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

Commencing at a point, said point being a computed point at the northeastern corner of the E & F Properties Inc. property (PN 17K08039A) located along the western right-of-way of Wilson's Mills Road (SR 1913) in Wilson's Mills Township, Johnston County, North Carolina and recorded in Deed Book 4377 Page 880, Johnston County Registry. Said point further described as the southeastern corner of the Kendall L. Beasley (PN 17K08034B) as recorded in Deed Book 4596 Page 54 and the **POINT OF BEGINNING**. Thence S 05°19'31" E a distance of 481.93 feet to a computed point. Thence S 05°19'31" E a distance of 60.49 feet to a computed point. Thence S 05°19'31" E a distance of 280.70 feet to a computed point. Thence S 04°50'24" E a distance of 346.94 feet to an iron pipe found. Thence S 87°16'00" W a distance of 333.31 feet to a computed point. Thence N 46°44'00" W a distance of 437.75 feet to a computed point. Thence S 87°16'00" W a distance of 255.56 feet to a computed point. Thence S 08°01'38" W a distance of 85.26 feet to a computed point. Thence with a curve turning to the right with an arc length of 129.82 feet, with a radius of 555.00 feet, with a chord bearing of S 14°43'41" W, with a chord length of 129.52 feet to a computed point. Thence S 04°44'00" E a distance of 855.16 feet to a computed point. Thence N 80°16'29" W a distance of 913.33 feet to a computed point. Thence N 88°21'00" W a distance of 56.92 feet to a computed point. Thence with a curve turning to the right with an arc length of 117.92 feet, with a radius of 730.00 feet, with a chord bearing of N 83°43'20" W, with a chord length of 117.79 feet to a computed point. Thence N 79°05'41" W a distance of 1413.95 feet to a computed point. Thence with a curve turning to the left with an arc length of 66.41 feet, with a radius of 35.00 feet, with a chord bearing of S 46°32'46" W, with a chord length of 56.89 feet to a computed point. Thence S 07°48'47" E a distance of 705.69 feet to a computed point. Thence S 12°27'40" W a distance of 117.99 feet to a computed point. Thence S 62°30'21" W a distance of 47.91 feet to a computed point. Thence S 07°45'18" W a distance of 207.45 feet to a computed point. Thence S 16°22'29" W a distance of 717.17 feet to a computed point. Thence S 04°14'52" E a distance of 1825.32 feet to a point along the run of Little Poplar Creek. Thence along the run of Little Poplar Creek in a northwesterly direction the following bearings and distances: N 80°46'18" W a distance of 51.29 feet to a point; N 11°06'21" W a distance of 68.82 feet to a point; S 87°20'52" W a distance of 34.06 feet to a point; S 03°25'05" W a distance of 36.80 feet to a point; S 32°10'46" W a distance of 46.19 feet to a point; S 81°41'57" W a distance of 66.71 feet to a point; S 43°44'56" W a distance of 44.20 feet to a point; N 70°14'08" W a distance of 163.04 feet to a point; S 37°15'24" W a distance of 94.73 feet to a point; N 43°28'48" W a distance of 148.81 feet to a point; N 01°13'41" W a distance of 52.50 feet to a point; N 56°56'09" W a distance of 161.89 feet to a point; N 69°50'16" W a distance of 267.35 feet to a point; N 66°31'05" E a distance of 59.90 feet to a point; N 27°48'27" W a distance of 44.92 feet to a point; N 62°44'50" W a distance of 85.93 feet to a point; S 67°27'03" W a distance of 100.77 feet to a point; S 16°51'42" W a distance of 64.80 feet to a point; N 56°41'22" W a distance of 148.33 feet to a point; N 19°56'26" E a distance of 45.14 feet to a point; N 64°17'42" W a distance of 65.98 feet to a point; S 86°27'26" W a distance of 122.65 feet to a point; N 56°52'22" W a distance of 255.94 feet to a point; N 81°07'27" W a distance of 147.85 feet to a point; S 47°02'19" W a distance of 59.08 feet to a point; N 61°15'41" W a distance of 49.20 feet to a point; S 80°52'09" W a distance of 72.20 feet to a point; S 48°18'24" W a distance of 51.06 feet to a point; N 78°59'36" W a distance of 69.68 feet to a point; N 43°27'33" W a distance of 150.88 feet to a point; S 52°00'36" W a distance of 78.20 feet to a point; N 30°51'12" W a distance of 167.89 feet to a point; S 58°37'49" W a distance of 81.39 feet to a point; N 10°52'43" E a distance of 83.62 feet to a point; N 21°11'41" W a distance of 63.65 feet to a point; S 89°50'44" W a distance of 56.24 feet to a point; N 33°57'06" W a distance of 82.22 feet to a point; S 47°50'04" W a distance of 109.54 feet to a point; S 85°59'54" W a distance of 68.34 feet to a point; N 19°14'56" W a distance of 92.28 feet to a point; N 07°29'26" W a distance of 101.10 feet to a point; N 49°45'01" W a distance of 128.95 feet to a point; N 39°50'46" W a distance of 95.24 feet to a point; N 67°20'17" W a distance of 106.33 feet to a point; N 22°14'12" W a distance of 32.19 feet to a point; N 79°17'11" E a distance of 64.98 feet to a point; N 07°22'00" E a distance of 127.78 feet to a point; N 55°18'48" W a

distance of 60.31 feet to a point; S 70°05'46" W a distance of 118.82 feet to a point; N 33°58'07" W a distance of 134.40 feet to a point; N 09°46'08" E a distance of 43.21 feet to a point; N 38°26'07" W a distance of 178.22 feet to a point; N 16°23'14" W a distance of 53.92 feet to a point; N 44°08'31" E a distance of 171.79 feet to a point; N 43°57'20" W a distance of 198.29 feet to a point; N 17°46'56" W a distance of 90.30 feet to a point. Thence leaving the run of Little Poplar Creek along the run of Poplar Creek the following bearings and distances: N 78°34'46" E a distance of 72.20 feet to a point; N 30°00'44" E a distance of 101.76 feet to a point; S 87°50'06" E a distance of 146.78 feet to a point; S 48°34'47" E a distance of 138.45 feet to a point; N 49°26'24" E a distance of 157.59 feet to a point; N 14°34'31" W a distance of 138.11 feet to a point; N 16°30'09" E a distance of 152.27 feet to a point; N 06°21'11" W a distance of 81.79 feet to a point; N 33°41'56" W a distance of 67.35 feet to a point; N 09°00'49" E a distance of 111.62 feet to a point; N 46°37'26" W a distance of 64.76 feet to a point; N 33°29'09" E a distance of 62.31 feet to a point; N 45°46'01" W a distance of 83.64 feet to a point; N 13°05'06" W a distance of 131.51 feet to a point; N 20°21'14" E a distance of 53.24 feet to a point; N 63°12'29" E a distance of 151.94 feet to a point; N 42°27'56" W a distance of 110.53 feet to a point; N 68°08'16" W a distance of 251.32 feet to a point. N 07°09'24" E a distance of 166.40 feet to a point; N 54°42'11" W a distance of 225.15 feet to a point; N 02°29'41" W a distance of 96.17 feet to a point; N 47°41'28" E a distance of 119.03 feet to a point; N 51°49'23" W a distance of 225.63 feet to a computed point. Thence leaving the run of Poplar Creek N 01°22'13" E a distance of 1188.43 feet to a computed point. Thence S 89°04'19" E a distance of 1086.38 feet to a computed point. Thence S 88°10'41" E a distance of 1246.67 feet to an iron pipe found. Thence N 00°27'00" E a distance of 2413.24 feet to an iron pipe found. Thence N 89°30'47" E a distance of 1547.49 feet to a concrete monument found. Thence S 18°38'49" W a distance of 476.43 feet to an iron pipe found. Thence S 17°48'26" W a distance of 1273.32 feet to an iron pipe found. Thence S 18°02'24" W a distance of 529.14 feet to an existing axle. Thence S 18°07'54" W a distance of 275.39 feet to an existing (bent) axle. Thence N 88°32'11" E a distance of 3457.38 feet to a computed point and the **POINT OF BEGINNING** and containing 498.283 acres (21705206 square feet).

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 2nd day of September, 2025.

M. Andy Moore, Mayor

ATTEST:

Attest:

Elaine Andrews, Town Clerk

3. **Consideration and request for approval for Bulldog Harley Davidson to hold a Bulldog Beard Contest on September 6th, 2025:** Bulldog Harley-Davidson is requesting to hold a Bulldog Beard Contest at 1043 Outlet Center Drive on September 6, 2025. This event will run from 11:00 am to 4:00 pm. Tasty Turkey-Que food truck will be on-site to sell food. Two beers will be given away to customers age 21 and older and live music will be provided between 12:00 pm-3:00 pm
4. **Consideration and request for approval for Bulldog Harley Davidson to hold Bike Night on September 11, 2025:** Bulldog Harley-Davidson is requesting to hold a Bike Night at 1043 Outlet Center Drive on September 11, 2025. This event will run from 5:00 pm to 8:00 pm. Deevine Dogs food trailer will be on-site to sell food. Two beers will be given away to customers age 21 and older and live music will be provided between 5:00 pm – 8:00 pm.
5. **Consideration and request for approval for Bulldog Harley Davidson to hold Test Ride Days on September 13, 2025:** Bulldog Harley-Davidson is requesting to hold Test Ride Days at 1043 Outlet Center Drive on September 13, 2025. This event will run from 11:00 am to 4:00 pm. Tacos Mama Chava food truck will be on-site to sell food. Two beers will be given away to customers age 21 and older. No amplified sound will be used.
6. **Consideration and request for approval for Bulldog Harley Davidson to hold a Harley Fashion Show on September 20, 2025:** Bulldog Harley-Davidson is requesting to hold Harley Fashion Show at 1043 Outlet Center Drive on

September 20, 2025. This event will run from 11:00 am to 4:00 pm. Smashmasters food truck will be on-site to sell food. Two beers will be given away to customers age 21 and older. A DJ will play music between 12:00 pm- 3:00 pm.

7. **Consideration and request for approval for Bulldog Harley Davidson to hold Triketoberfest on September 27, 2025:** Bulldog Harley-Davidson is requesting to hold Triketoberfest at 1043 Outlet Center Drive on September 27, 2025. This event will run from 11:00 am to 4:00 pm. Gents Bounty BBQ food truck will be on-site to sell food. Two beers will be given away to customers age 21 and older. Live music will be provided between 12:00 pm – 3:00 pm. There will also be a gift card giveaway.
8. **Consideration and request for approval for the Smithfield Parks and Recreation Department to host Fall Fridays on Front at the Neuse River Amphitheater:** Smithfield Parks and Recreation requests approval to host *Fall Fridays on Front Street* concerts at the Neuse River Amphitheater on September 5, October 3, and November 7, 2025, from 7:00 pm–10:00 pm. Amplified sound will be used from 3:00 pm–10:00 pm. The events are expected to draw 100 plus attendees, with alcohol and food sales on site. The request includes closure of South Front Street, with Smithfield Police providing security. No additional trash cans have been requested.
9. **Consideration and request for approval for the purchase of a street sweeper for the Public Works Department:** The Town Council approved \$290,000.00 for FY 25/26 under the Public Works Sanitation capital line to purchase a new Street Sweeper. The Public Works department received proposals from three (3) companies. It is the recommendation of the Public Works department to purchase the 2025 from *Bucher Municipal* (City Cat Street Sweeper 5006) in the amount of \$289,500.00 with additional tags and warranties
10. **Consideration and request for approval for the purchase of a knuckle boom truck for the Public Works Department:** The Town Council approved \$220,000.00 in the Public Works Sanitation Division capital line for the purchase of a new Knuckle boom Loader truck. The Public Works Department received three (3) bids for the purchase. Staff recommends to award *Lilley International* the purchase contract in the amount of \$215,007.64 and warranty protection Plan
11. **Consideration and request for approval to promote one employee from Utility Line Mechanic to the position of Utility Construction Inspector/Line Locator in the Public Utilities Department:** The Department requests to fill this vacancy, in accordance with approved staffing levels in the current year's budget. The candidate is qualified for this position and is a highly regarded member of Town staff. Council is asked to approve this hire/promotion.
12. **New Hire Report**

Filled Positions

The Town Council is informed that the following positions have been successfully filled in accordance with the Adopted FY 2025–2026 Budget. This information is provided to formally acknowledge staffing updates and to maintain transparency in the hiring process.

<u>Full Time - Position</u>	<u>Department</u>	<u>Budget Line</u>	<u>Rate of Pay</u>
Firefighter I (2 positions)	Fire	10-20-5300-5100-0200	\$ 50,494.08/yr.
Facility Maintenance Specialist	PW – Appearance	10-60-5500-5100-0200	\$ 36,004.80/yr.
Sanitation Worker (1 position)	PW – Sanitation	10-40-5800-5100-0200	\$ 36,004.80/yr.
Water Plant Trainee	PU- Water Plant	30-71-7200-5100-0200	\$ 36,004.80/yr.
<u>Part Time – Position</u>	<u>Department</u>	<u>Budget Line</u>	<u>Rate of Pay</u>
Fire Fighter	Fire	10-20-5300-5100-0210	\$ 17.60/hr.
P & R General Staff (2 positions)	P & R	10-60-6200-5100-0210	\$ 10.00/hr.
SRAC General Staff	SRAC	10-60-6220-5100-0210	\$ 12.00/hr.
SRAC Aquatics Staff	SRAC	10-60-6220-5100-0220	\$ 10.00/hr.

Current Vacancies

The Town Council is informed of the following current vacancies within the organization, which remain unfilled. These vacancies are reported to ensure transparency in staffing levels and to keep the Council apprised of ongoing recruitment efforts.

<u>Position</u>	<u>Department</u>	<u>Budget Line</u>
Deputy Police Chief	Police	10-20-5100-5100-0200
Police Officer (2 positions)	Police	10-20-5100-5100-0200
Police Officer (GHSP 1 position)	Police	10-20-5100-5100-0200
Police Officer (SRO 1 position)	Police	10-20-5100-5100-0200
Firefighter (1 position)	Fire	10-20-5300-5100-0200
Fire Inspector	Fire	10-20-5300-5100-0200
Public Works Crew Leader	PW – Streets	10-30-5600-5100-0200

Sanitation Worker (1 position)	PW – Sanitation	10-40-5800-5100-0200
Administrative Support Specialist	SRAC	10-60-6220-5100-0200
Recreation Center Supervisor	SRAC	10-60-6220-5100-0200
Construction Inspector/Utility Line Locator	Public Utilities	30-71-7220-5100-0200
		31-72-7230-5100-0200

- 13. Consideration and request for approval to issue the RFQ for street resurfacing, and authorize staff to move forward with soliciting quotations:** The Public works Department has identified sections of roadway that require resurfacing due to pavement deterioration and safety concerns. Resurfacing will extend the life of the streets, improve driving conditions, and reduce long-term maintenance costs.
- 14. Consideration and request to approve the sale of real property located at 204 Britt Street:** In accordance with *NC G.S. 160A-269*, no qualifying upset bid was received after public notice period August 13, 2025 to August 25, 2025. The highest bidder for the property bid \$180,000. It is requested that the Council either approve the highest responsive, responsible bidder, or reject all bids.

BUSINESS ITEMS: None

COUNCILMEMBER COMMENTS:

- Councilman David Barbour announced the upcoming drone flying day at Gertrude Johnson Park on the first Saturday in October, highlighting planned activities and encouraging community participation. He expressed appreciation for Public Works Director, Lawrence Davis and the town staff for their responsiveness to citizen concerns and explained the challenges the town faces when dealing with Department of Transportation (DOT) issues. He also thanked the Town's Public Information Officer for constant updates of community items and events, which make him proud to be a citizen of Smithfield.
- Mayor Pro Tem Roger Wood congratulated Dr. Cohen on his appointment to the board and welcomed him. He also raised concerns about parking on Pace Street, noting that cars parked along the narrow, poorly lit road create safety hazards. He requested that staff explore the process for designating Pace Street as a no-parking area and take immediate steps to address the issue to improve neighborhood safety.
- Councilman Gettys Cohen thanked Roger Wood for calling him, noting he felt encouraged.

Mayor Andy Moore reminded attendees about two upcoming community events: the first concert in the "First Fridays in Fall" concert series, scheduled for Friday at 7:00 p.m. at the amphitheater, and the Smithfield Fresh Market taking place downtown on Saturday. The mayor encouraged everyone to attend and support these local events, highlighting the variety of vendors and products available at the market.

TOWN MANGER'S REPORT:

Assistant Town Manager Kimberly Pickett informed the council that department reports were available and invited questions. She also announced that the fire department would be joining Triple S for a presentation of colors on September 11 at 7:45 a.m., and encouraged attendance at the event.

Mayor Andy Moore noted that the street resurfacing project was approved as part of the consent agenda, with additional streets to be paved and bids to be sought soon. He thanked the town manager and staff for their work on this project. The mayor also expressed appreciation for the police chief and officers for their professionalism and effective response to a recent incident at Triple S High School, emphasizing the importance of training and preparedness. He concluded by thanking all staff for their daily efforts to keep the town safe and well-managed.

CLOSED SESSION:

The Smithfield Town Closed Session pursuant to NC G.S. 143-318.11 (a)(5) and (a)(6).

Councilman David Barbour made a motion, seconded by Mayor Pro Tem Roger Wood, to go into closed session at approximately 7:38 pm. Unanimous.

Councilman David Barbour made a motion, seconded by Councilman John Dunn, to reconvene into open session at approximately 9:01 pm. Unanimous.

ADJOURN:

Councilman David Barbour made a motion, seconded by Councilman John Dunn, to adjourn the meeting at approximately 9:04 pm. Unanimously approved.

M. Andy Moore, Mayor

ATTEST:

Elaine Andrews, Town Clerk



Request for Town Council Action

Consent Agenda Item:	Resolution Property Sale
Date:	10/07/2025

Subject: Resolution of Acknowledgment - Completion of Sale
Department: Legal and Administration
Presented by: Town Attorney – Bob Sence, Jr. and Town Clerk Elaine Andrews
Presentation: Consent Agenda Item

Issue Statement

In accordance with N.C.G.S. 160A-269, the sale of the jointly owned property located at 204 Britt Street, Smithfield, with the Wilson's Mills Volunteer Fire Department, has been completed through the Upset Bid process.

Financial Impact

The split of proceeds to be divided equally between the two entities, after expenses are deducted.

Action Needed

Acknowledge sell of property to the highest bidder through upset bid process by adopting Resolution No. 789 (28-2025).

Recommendation

Approve Resolution No. 789 (28-2025) acknowledging sell of property located at 204 Britt Street.

Approved: ☒ Town Manager ☐ Town Attorney

Attachments:

1. Staff Report
2. Resolution No. 789 (28-2025)



Staff Report

Consent Agenda Item:	Resolution Property Sale
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On July 15, 2025 in accordance with NC G.S. 160A-269, the Smithfield Town Council authorized the sale of property at 204 Britt Street, Smithfield, jointly owned with the Wilsons Mills Volunteer Fire Department through the Upset Bid process.

On September 2, 2025 the Town Council accepted the highest responsive bid received in the amount of \$180,000.

On September 26, 2025, the Town Attorney's office conveyed the property to the high bidder.

The Town Council is being asked to acknowledge by Resolution No. 789 (28-2025), the completion of the sale of the property at 204 Britt Street, Smithfield.

Resolution No. 789 28-2025
Town of Smithfield Town Council
Formal Acknowledgement of Sale of Real Property at 204 Britt Street

WHEREAS, the Town of Smithfield jointly owned certain real property located at 204 Britt Street, Smithfield, North Carolina, along with the Wilson's Mills Volunteer Fire Department, Inc.; and

WHEREAS, on July 15, 2025, in accordance with North Carolina General Statute § 160A-269, the Town Council authorized the sale of said property by the Upset Bid process; and

WHEREAS, following the proper advertisement and conduct of the Upset Bid process, the highest responsive bid received in the amount of One Hundred Eighty Thousand Dollars (\$180,000) was presented to the Town Council for consideration; and

WHEREAS, on September 2, 2025, the Town Council approved and accepted the highest responsive bid and authorized conveyance of the property; and

WHEREAS, on September 26, 2025, the Town Attorney's Office has conveyed the property to the high bidder; and

WHEREAS, it is the desire of the Town Council to formally acknowledge for the public record the completion and finalization of this property sale.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Smithfield that the sale of real property located at 204 Britt Street, Smithfield, North Carolina, jointly owned with the Wilson's Mills Volunteer Fire Department, Inc., has been duly completed in accordance with applicable law and is hereby formally acknowledged and recorded in the official proceedings of the Town.

Adopted this the 7th day of October, 2025, by the Town Council of the Town of Smithfield, North Carolina.

M. Andy Moore, Mayor

ATTEST:

Elaine Andrews, Town Clerk



Request for Town Council Action

Consent Advisory
Agenda Board
Item Appointments

Date: 10/07/2025

Subject: Recreation Advisory Board Appointments
Department: General Government
Presented by: Town Clerk – Elaine Andrews
Presentation: Consent Agenda Item

Issue Statement

The Town Council is requested to consider applications received for new appointments to the Recreation Advisory Board and one application for the Appearance Commission

Financial Impact

None. Recreation Advisory Board members and Appearance Commission members are not paid.

Action Needed

The Town Council is asked to review and consider the appointment of Jason Evans as a regular member, the appointment of Finley Carroll as a High School Representative, and the appointment of Donovan J. Radley to the Appearance Commission.

Recommendation

Staff recommends the approval of these appointments.

Approved: ☒ Town Manager ☐ Town Attorney

Attachments:

1. Staff Report
2. Jason Evans - Board Application
3. Finley Carroll – Board Application
4. Donovan J. Radley – Board Application



Staff Report

Consent Agenda Item	Advisory Board Appointments
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Current Board vacancies are as follows:

Appearance Commission

- 1 position

Board of Adjustment

- 1 in-town alternate member positions
- 1 ETJ alternate position

Historic Preservation Commission

- 1 position

Parks and Recreation Advisory Commission

- 3 regular positions
- 2 High School Representative positions

Planning Board

- 1 regular in-town alternate position
- 1 ETJ alternate position

Board Appointment Requests:

Jason Evans has submitted an application for consideration to be appointed to the Recreation Advisory Committee as a regular member. Evans previously served this Board as of 2024. If granted, this appointment will be his second term.

Finley Carroll has submitted an application for consideration to be appointed to a first term on the Recreation Advisory Committee as a High School Representative.

Donovan J. Radley has submitted an application for consideration to be appointed to a first term on the Appearance Commission.



Town of Smithfield
Board, Commission, or Committee
Application

Name: Evans Jason D.
(Last) (First) (MI)

Home Address: 1106 Baker St. Smithfield NC 27577

Business Name & Address: _____

Telephone Numbers: _____ 919-946-7454 Jdevans17@gmail.com
(Home) (Mobile) (Email)

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

- | | |
|---|--|
| <input type="checkbox"/> Appearance Commission | <input checked="" type="checkbox"/> Parks/Recreation Advisory Commission |
| <input type="checkbox"/> Board of Adjustment In Town Resident | <input type="checkbox"/> Planning Board In-Town Resident |
| <input type="checkbox"/> Board of Adjustment ETJ Member | <input type="checkbox"/> Planning Board ETJ Resident |
| <input type="checkbox"/> Historic Properties Commission | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Library Board of Directors | _____ |

Interests & Skills: Family, Church, Sports

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

Recent Job Experiences: Associate Director Novo Nordisk

Civic or Service Organization Experience: Volunteer Coach Parks and Rec Smithfield:
Baseball, Basketball, Soccer

Town Boards previously served on and year(s) served: 1) Parks + Rec Advisory Commission 2 years
2) Board of Adjustments - less than 1 year

Please list any other Boards/Commissions/Committees on which you currently serve: Board of Adjustments

Why are you interested in serving on this Board/Commission/Committee? Strong interest in youth sports and activities offered by the parks and rec department.

Affirmation of Eligibility:


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

☐ Yes ☒ No If yes, please explain disposition: _____

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

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

Printed Name: Jason Evans

Signature: 

Date: 12 Sep 2025

Return completed for to:

Elaine Andrews

Town Clerk

P. O. Box 761

Smithfield, North Carolina 27577

Phone: (919) 934-2116 Fax: (919) 989-8937 E-Mail: elaine.andrews@smithfield-nc.com

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



Town of Smithfield
Board, Commission, or Committee
Application

Name: _____
(Last) (First) (MI)

Home Address: _____

Business Name & Address: _____

Telephone Numbers: _____
(Home) (Mobile) (Email)

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

- | | |
|---|--|
| <input type="checkbox"/> Appearance Commission | <input type="checkbox"/> Parks/Recreation Advisory Commission |
| <input type="checkbox"/> Board of Adjustment In Town Resident | <input type="checkbox"/> Planning Board In-Town Resident |
| <input type="checkbox"/> Board of Adjustment ETJ Member | <input type="checkbox"/> Planning Board ETJ Resident |
| <input type="checkbox"/> Historic Properties Commission | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Library Board of Directors | _____ |

Interests & Skills: _____

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

Recent Job Experiences: _____

Civic or Service Organization Experience: _____

Town Boards previously served on and year(s) served: _____

Please list any other Boards/Commissions/Committees on which you currently serve: _____

Why are you interested in serving on this Board/Commission/Committee? _____

Affirmation of Eligibility:

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

☐ Yes ☐ No If yes, please explain disposition: _____

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

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

Printed Name: _____

Signature: Finley Carroll Date: _____

Return completed for to:

Shannan Parrish

Town Clerk

P. O. Box 761

Smithfield, North Carolina 27577

Phone: (919) 934-2116 Fax: (919) 989-8937 E-Mail: shannan.parrish@smithfield-nc.com

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

Town of Smithfield
Board, Commission, or Committee
Application

Why are you interested in serving on this Board/Commission/Committee? I would love the opportunity to give back to our community and serve on the Appearance Commission, I am very familiar with Robert's Rules of Order and committee procedures. I would also love this opportunity to try and encourage younger adults/ citizens to give back as well and help our town grow.

Affirmation of Eligibility:

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

☐ Yes ☒ No If yes, please explain disposition: _____

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

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

Printed Name: Donovan J Radley

Signature: Donovan J. Radley

Date: 09/15/2025

Return completed for to:

Shannan Parrish

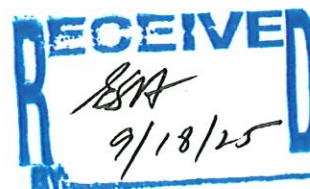
Town Clerk

P. O. Box 761

Smithfield, North Carolina 27577

Phone: (919) 934-2116 Fax: (919) 989-8937 E-Mail: shannan.parrish@smithfield-nc.com

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





Request for Town Council Action

Consent Agenda Item:	Career Ladder Promotion
Date:	10/07/2025

Subject: Personnel Promotion
Department: Fire Department
Presented by: Fire Chief – Jeremey Daughtry
Presentation: Consent Agenda Item

Issue Statement

This is a request to promote a Firefighter I to the position of Firefighter II.

Financial Impact

This salary increase will be covered by the Fire Departments current budget and will not require a budget amendment to the current salary line item. In this case, the required salary will be an increase of \$2,601.15. The proposed promotion will result in an increase of \$23.82/hr. to \$25.01/hr. based on an average of 84 hours bi-weekly. This promotion would be effective 10/20/2025.

Action Needed

Approval of the requested promotion.

Recommendation

Upon consultation with HR, staff recommends approval of this promotion.

Approved: ☒ Town Manager ☐ Town Attorney

Attachments:

1. Staff Report
2. Career Ladder Requirements



Staff Report

Consent
Agenda
Item: Personnel
Promotion

In keeping with stated Town goals of attracting and retaining highly qualified employees, the Town has interviewed a prospective employee for the position of Firefighter II for the Fire Department. The Department has this vacancy in accordance with approved staffing levels in the current year's budget. The prospective Firefighter II is an in-house candidate. The candidate is well-qualified for this position and is a highly regarded member of Town staff. Council is asked to approve this promotion.

Fire Department Career Ladder Requirements

PURPOSE

- The purpose of this procedure is to identify the eligibility requirements for the positions of Firefighter I, Firefighter II, and Fire Engineer, Fire Lieutenant, Fire Captain, Fire Inspector I, and Fire Inspector II, Division Chief – Fire Marshal, Assistant Fire Chief, and Fire Chief.

Positions within the Smithfield Fire Department are established to provide for the advancement of qualified, efficient, effective, skilled, and dedicated personnel. These personnel must, through initiative, loyalty, and commitment, be able to actively contribute to the efficient and harmonious operations of the department. A thorough knowledge of department operations, equipment and the department's jurisdiction must be achieved and maintained.

POLICY

- It shall be the policy of The Town of Smithfield Fire Department to provide career advancement, subject to budget limitations, for the personnel who demonstrate an acceptable level of knowledge, skill, and ability.
- To be considered for promotion/selection to any of the above positions, a candidate must maintain annual upgrades for all certifications and requirements where applicable
- The Fire Chief may waive certain requirements to maintain a balance of job classifications.

ELIGIBILITY REQUIREMENTS

Firefighter I

- High School Diploma or GED
- Must have and maintain a valid NC drivers license
- NC Fire and Rescue Commission Firefighter Certification
- NC Fire and Rescue Commission Hazardous Materials Level 1 Responder Certification
- NC Emergency Medical Technician Certification
- Must successfully complete departmental testing
- National Incident Management IS-700
- National Incident Management IS-800
- NC Class B Diver's License must be obtained within 6 months of hire date

Firefighter II

- Must have served twenty-four (24) months as a Firefighter I with The Town of Smithfield Fire Department
- NC Fire and Rescue Commission Emergency Vehicle Driver Certification
- NC Fire and Rescue Commission Technical Rescuer Certification
- NC Fire and Rescue Commission Technical Rescuer Certification - Vehicle
- Completion of departmental Driving Programs for all apparatus
- Must be at least 21 years of age
- National Incident Management ICS-100
- National Incident Management ICS-200
- Must successfully complete departmental testing
- Received no disciplinary actions within the past 12 months
- Recommendation for promotion from assigned officer

Fire Engineer (This step is subject to position availability)

- Must have served twenty-four (24) months as Firefighter II with the Town of Smithfield Fire Department
- NC Fire and Rescue Commission Driver/Operator - Pumps Certification
- NC Fire and Rescue Commission Driver/Operator – Aerials Certification
- NFA – Preparation for Initial Company Operations Certification
- NFA – Decision Making for Initial Company Operations Certification
- NFA – Strategies and Tactics for Initial Company Operations Certification
- Must successfully pass departmental written and practical testing
- Received no disciplinary action within the past 12 months
- Recommendation for promotion from assigned officer

Fire Lieutenant (This step is subject to position availability)

- Must have served twenty-four (24) months as a Fire Engineer with the Town of Smithfield Fire Department
- NFA – Arson Detection for the First Responder
- NFA – Leadership in Supervision {6-day course OR (3) 2-day courses}
- NC Fire Inspections Level I
- NC Fire and Rescue Commission Fire Instructor I Certification
- NC Fire and Rescue Commission Fire Officer I Certification
- National Incident Management ICS-300
- Must successfully pass departmental written and practical testing
- Received no disciplinary action within the past 12 months
- Recommendation for promotion from assigned officer

Fire Captain (This step is subject to position availability)

- Must have served twenty-four (24) months as a Fire Lieutenant with the Town of Smithfield Fire Department
- NC Fire Inspections Level II
- NC Fire and Rescue Commission Fire Instructor II Certification
- NC Fire and Rescue Commission Fire Officer II Certification
- National Incident Management ICS-300
- Must successfully pass departmental written and practical testing
- Received no disciplinary action within the past 12 months

Part-Time Fire Inspector I (This step is subject to position availability)

- High School Diploma or GED
- Must have and maintain a valid NC Driver's License
- NC Fire and Rescue Commission Firefighter II Certification
- NC Fire and Rescue Commission Hazardous Materials Level 1 Responder Certification
- NC Fire and Rescue Commission Emergency Vehicle Driver Certification
- NC Emergency Medical Technician Certification
- Must successfully complete departmental testing
- National Incident Management IS-700
- National Incident Management IS-800
- National Incident Management ICS-100
- NC Class B Driver's License must be obtained within 6 months of hire date
- NC Fire Inspections Level I
- Completion of departmental Driving Programs for all apparatus
- Received no disciplinary action within the past 12 months

Part-Time Fire Inspector II (This step is subject to position availability)

- Must have served twenty-four (24) months as a Fire Inspector I with the Town of Smithfield Fire Department
- National Incident Management ICS-200
- NC Fire Inspections Level II
- NC Fire and Rescue Fire & Life Safety Educator I Certification
- NC Fire and Rescue Commission Certified Fire Investigator (CFI) Certification
- Must successfully complete departmental testing
- Recommendation for promotion by the Fire Marshal
- NFA – Preparation for Initial Company Operations Certification
- NFA – Decision Making for Initial Company Operations Certification
- NFA – Strategies and Tactics for Initial Company Operations Certification
- Received no disciplinary actions within the past 12 months

Part-Time Fire Inspector III (This step is subject to position availability)

- Must have served twenty-four (24) months as a Fire Inspector II with the Town of Smithfield Fire Department
- National Incident Management ICS-200
- NC Fire Inspections Level III
- NC Fire and Rescue Fire & Life Safety Educator I Certification
- NC Fire and Rescue Commission Certified Fire Investigator (CFI) Certification
- Must successfully complete departmental testing
- Recommendation for promotion by the Fire Marshal
- NFA – Preparation for Initial Company Operations Certification
- NFA – Decision Making for Initial Company Operations Certification
- NFA – Strategies and Tactics for Initial Company Operations Certification
- Received no disciplinary actions within the past 12 months

Division Chief – Fire Marshal (This step is subject to position availability)

- High School Diploma or GED
- Must have and maintain a valid NC Driver's License
- NC Fire and Rescue Commission Firefighter II Certification
- NC Fire and Rescue Commission Hazardous Materials Level 1 Responder Certification
- NC Fire and Rescue Commission Emergency Vehicle Driver Certification
- NC Fire and Rescue Commission Technical Rescuer Certification
- NC Emergency Medical Technician Certification
- NC Fire and Rescue Commission Fire Instructor I Certification
- NC Fire and Rescue Commission Fire Officer III Certification
- NC Fire and Rescue Fire & Life Safety Educator I Certification
- NC Fire and Rescue Commission Certified Fire Investigator (CFI) Certification
- NC Fire Inspections Level III
- National Incident Management IS-700
- National Incident Management IS-800
- National Incident Management ICS-100
- National Incident Management ICS-200
- National Incident Management ICS-300
- National Incident Management ICS-400
- Must successfully complete departmental testing
- NC Class B Driver's License must be obtained within 6 months of hire date
- Completion of departmental Driving Programs for all apparatus

Assistant Fire Chief (This step is subject to position availability)

- High School Diploma or GED
- Must have and maintain a valid NC Driver's License
- NC Fire and Rescue Commission Firefighter Certification
- NC Fire and Rescue Commission Hazardous Materials Level 1 Responder Certification
- NC Fire and Rescue Commission Emergency Vehicle Driver Certification
- NC Fire and Rescue Commission Driver/Operator - Pumps Certification
- NC Fire and Rescue Commission Driver/Operator – Aerials Certification
- NC Fire and Rescue Commission Technical Rescuer Certification
- NC Emergency Medical Technician Certification
- NC Fire and Rescue Commission Fire Officer III Certification
- NC Fire and Rescue Commission Fire Instructor III Certification
- Qualified Instructor in the following areas:
 - Firefighter
 - Hazardous Materials Level 1 Responder
 - Driver/Operator
 - Technical Rescuer
 - National Fire Academy
- National Incident Management IS-700
- National Incident Management IS-800
- National Incident Management ICS-100
- National Incident Management ICS-200
- National Incident Management ICS-300
- National Incident Management ICS-400
- NFA – Incident Safety Officer Certification
- NFA – Preparation for Initial Company Operations Certification
- NFA – Decision Making for Initial Company Operations Certification
- NFA – Strategies and Tactics for Initial Company Operations Certification
- NFA – Arson Detection for the First Responder
- NFA – Leadership in Supervision {6-day course OR (3) 2-day courses}
- Must successfully complete departmental testing
- NC Class B Driver's License must be obtained within 6 months of hire date
- Completion of departmental Driving Programs for all apparatus

Fire Chief (This step is subject to position availability)

- High School Diploma or GED
- Must have and maintain a valid NC Driver's License
- NC Fire and Rescue Commission Firefighter Certification
- NC Fire and Rescue Commission Hazardous Materials Level 1 Responder Certification
- NC Fire and Rescue Commission Emergency Vehicle Driver Certification
- NC Fire and Rescue Commission Driver/Operator - Pumps Certification
- NC Fire and Rescue Commission Driver/Operator – Aerials Certification
- NC Fire and Rescue Commission Technical Rescuer Certification
- NC Emergency Medical Technician Certification
- NC Fire and Rescue Commission Fire Officer IV Certification
- NC Fire and Rescue Commission Fire Chief 101 Certification
- National Incident Management IS-700
- National Incident Management IS-800
- National Incident Management ICS-100
- National Incident Management ICS-200
- National Incident Management ICS-300
- National Incident Management ICS-400
- NFA – Incident Safety Officer Certification
- NFA – Preparation for Initial Company Operations Certification
- NFA – Decision Making for Initial Company Operations Certification
- NFA – Strategies and Tactics for Initial Company Operations Certification
- NFA – Arson Detection for the First Responder
- NFA – Leadership in Supervision {6-day course OR (3) 2-day courses}
- Must successfully complete departmental testing
- NC Class B Driver's License must be obtained within 6 months of hire date
- Completion of departmental Driving Programs for all apparatus



Request for Town Council Action

Consent
Agenda
Item:

Police
Career
Ladder
Promotions

Date: 10-07-2025

Subject: Promotion of three officers (2 to MPO, 1 POII)

Department: Police Department

Presented by: Police Chief - Pete Hedrick

Presentation: Consent Agenda Item

Issue Statement

This is a request to promote two officers from the rank of Police Officer II (POII) to the rank of Master Police Officer (MPO) and one officer from Police Officer I (POI) to Police Officer II (POII). all promotions to a higher pay grade will be accompanied by an increase to the next pay grade minimum salary or 5% increase, whichever is greater.

Financial Impact

Approved Budgeted Amount for FY 2025-2026: Covered by the Current Budget

This salary increase will be covered by the police department's current budget and will not require a budget amendment to the current salary line item. In this case the required salary increase for the 2025/2026 Budget will cost will be \$7,411.48 which will be covered by budget.

Action Needed

The Officers have followed the career ladder policy previously approved by the Council found in the support documentation and has earned the promotion. The Police Chief recommends this promotion and a five percent salary increase, moving them to the next pay grade in the current Town salary schedule (see attached)

Recommendation

It is requested to allow this Officer to be promoted

Approved: ☒ Town Manager ☐ Town Attorney

Attachments:

1. Staff Report
2. Career Ladder Information



Staff Report

Consent
Agenda
Item: Police-
Career
Ladder
Promotions

This is a request to promote two Police Officer II's (PO II) to the rank of Master Police Officer, moving from pay grade 802 to pay grade 803. Under the Town's Employee Handbook, all promotions to a higher pay grade will be accompanied by an increase to the next pay grade minimum salary or 5% increase, whichever is greater.

Also requested the promotion of a Police Officer I (POI) to the rank Police Officer II (POII), moving from pay grade 801 to pay grade 802. Under the Town's Employee Handbook, all promotions to a higher pay grade will be accompanied by an increase to the next pay grade minimum salary or 5% increase, whichever is greater.

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***Smithfield Police Department
Interoffice Memorandum***

To: Chief P. Hedrick
From: PO
Date: September 3, 2025
Subject: Career Ladder Advancement to MPO

This memorandum is a formal request for advancement to Master Police Officer.

My hire date with the Town of Smithfield was December 30, 2024

I have been involved in training courses to help further my career and abilities in law enforcement with the Smithfield Police Department. I have received multiple training hours that would help my advancement from Police Officer II to Master Police Officer.

They are as follows:

- RADAR Certification obtained on 8/26/2022
- SFST certification obtained on 4/16/2023 from NC DHHS
- Intoximeter certification obtained on 7/28/2025 from NC DHHS
- FTO certification obtained on 8/29/2025 from Johnston Community College
- CIT certification obtained on 10/15/2018

I have had no disciplinary action.

I appreciate your time and consideration in this matter.

CC: Sgt. Kenny

Lt. J. Beyer 

**Smithfield Police Department
Interoffice Memorandum**

Date: 08/11/2024

To: Chief Hedrick

From: Officer

Subject: Master Patrol Officer

I am writing this to express my interest in being promoted from POII to Master Patrol Officer. I have serving in law enforcement since 2014 and have been with Smithfield PD since September of 2023. I have been certified as a Field Training Officer since May of 2022 and completed C.I.T. training in April of 2025. On my last evaluation I received a score of "Outstanding". After reviewing the policy, I meet all the requirements for promotion from PO II to Master Police Officer.

Cc: Lieutenant Tyndall, Sgt Renteria

A handwritten signature in black ink, appearing to be the initials 'JH' followed by a stylized flourish.

***Smithfield Police Department
Interoffice Memorandum***

To: Chief P. Hedrick
From: PO
Date: August 30, 2025
Subject: Career Ladder Advancement to POII

In accordance with Personnel Policy 504 (promotions and Career Development), this memorandum is a formal request for advancement to Police Officer II. The following is information required by General Orders to proceed with a request concerning the Career Ladder Program.

I have been employed with the Town of Smithfield for approximately 1 year and 11 months. My hire date was October 6, 2023.

I successfully completed my one-year probationary requirement on 08/26/2025.

I have been involved in training courses to help further my career and abilities in law enforcement with the Smithfield Police Department. I have received multiple training hours that would help my advancement from Police Officer I to Police Officer II.

They are as follows:

- RADAR certification obtained on 03/20/2025 from Johnston Community College.
- SFST certification obtained on 12/04/2024 from Johnston Community College.
- Intoximeter certification obtained on 05/01/2024 from NCDHHS.

I have had no disciplinary action.

I appreciate your time and consideration in this matter.

CC: Sgt. Blackman
Lt. J. Beyer






Chapter 500

Personnel Policy 504: Promotions & Career Development

Effective Date: January 1, 2014 Revised Date: March 07, 2022

I. POLICY STATEMENT

It shall be the policy of the Department to select the most qualified candidates to fulfill the duties and responsibilities of each position within the agency. All aspects of this policy are in keeping with the Department's goals as an equal opportunity employer.

II. COMMENTARY

The purpose of this directive is to establish guidelines for the administration of the Department's promotion process.

A career ladder program will provide for the advancement of police officers who demonstrate increasing levels of knowledge, skills, and abilities. Advancement and promotional processes will be administered fairly and impartially, using testing and evaluation mechanisms that evaluate past performance as well as future potential through the use of job-related criteria.

III. PROCEDURES

A. Administration

1. The Smithfield Police Department is responsible for the administration of the promotion process. When deemed necessary, assistance may be utilized from other entities within or outside of Town government.
2. The Chief of Police has the authority and responsibility for administering the Department's promotion process. All promotional materials will be maintained and secured in the Chief's office.
3. Responsibilities of the Chief of Police include:
 - a) Maintaining authority over all phases of the process
 - b) Determining the skills, knowledge, and abilities required for each position
 - c) Initiating promotional processes on an as-needed basis
 - d) Selecting a candidate for promotion at the completion of the process

4. The Chief of Police may delegate selected duties to other Departmental employees to facilitate the promotional process.

5. When it is deemed in the best interest of the Department, the Chief of Police may waive any of the prescribed qualifications or eligibility requirements, except those established by the North Carolina Criminal Justice Education and Training Standards Commission or other legal authority.

B. Vacancy Announcements

1. Prior to the commencement of any promotional process, the Department will post written notices announcing the following information:

- a) Description of the position to be filled;
- b) Description of eligibility requirements;
- c) Closing date

2. Personnel eligible to participate in the promotional process will submit a letter of intent through the chain of command to the Chief of Police. The candidate's supervisor and each person in the chain of command will indicate approval or disapproval of the candidate's suitability to participate in the process. Disapprovals must be justified in writing and forwarded to the Chief of Police.

3. Once the application period for the given position has been officially closed, all eligible applicants who meet the minimum requirements for the position will be considered for the Department's promotional process. The Chief of Police or designee will ensure the eligibility of the applicants prior to the beginning of the promotion process.

4. When deemed necessary, the Chief of Police has the authority to order a written test for any promotional process. Written tests given will be standardized, validated, and approved by the Town Human Resources Department.

5. An officer who is not recommended for promotion by his/her supervisor will receive a written recommendation for improvement and a follow-up date for review by the supervisor. The officer has the right to appeal through the appropriate chain of command to the Chief of Police.

C. Promotional Procedures

1. Chief of Police or designee will conduct a review of applicable Human Resources and Departmental personnel records in order to evaluate the promotional potential of the candidates. This review serves to verify law enforcement credentials, certifications, and work performance history of the applicants to ensure that the minimum qualifications have been met for each applicant. Candidates are not ranked at this point of the process; however, candidates who do not meet all the preferred qualifications for the position may be eliminated at this stage of the process. Candidates are ranked according to their promotional potential only at the completion of the assessment center phase of the promotion process.

2. The promotional process will consist of an assessment designed to measure each candidate's ability to perform the specific job; The assessment will evaluate each candidate's performance in handling job-related problems and situations through specially-developed simulation exercises; Promotional assessments may include, but are not limited to, written projects, oral presentations, oral interviews, conflict role plays, and counseling role plays.
3. Prior to each promotional process, promotional procedures will be reviewed to determine current applicability. A description of the selection process will be provided to each candidate.
4. The Chief of Police will evaluate the Department's promotional process as needed. The process will be evaluated for validity and effectiveness. All components of the promotion process will be job related and non-discriminatory. Tests used in the process will be purchased from a commercial vendor that have completed validity studies for job relatedness and non-discriminatory practices.
5. For general promotional purposes, lateral entry from other agencies for supervisory positions will not be commonly practiced. However, prior experience at another law enforcement agency may be used toward meeting the requirements for a higher level position after initial entry requirements (including probationary period) are met. Prior experience with another agency will be assessed and a lateral-entry candidate's eligibility for hire above the classification of entry level officer will be evaluated by the Chief of Police on a case-by-case basis.(Exception to this is the position of Chief of Police and any other senior management positions as determined by the Town Manager).
6. Newly hired and newly promoted personnel will serve a probationary period of six months as required by the Town of Smithfield *Personnel Policy*. An evaluation of performance will be conducted after the completion of six months for newly promoted personnel. Newly hired personnel will be evaluated in accordance with Departmental standards.

D. Minimum Qualifications for Promotion

1. Sergeant

To be eligible for promotion to the position of Sergeant, candidates must:

- a) Have served as a Master Police Officer for two years;
- b) Have completed a total of 172 training hours;
- c) Within 12 months of promotion to Sergeant, an officer must complete First Line Supervision;
- d) Have been awarded the Intermediate Law Enforcement Certificate by the North Carolina Criminal Justice Education and Training Standards Commission;
- e) Have received a rating of "Better than Satisfactory" or higher on the last two annual performance appraisals or a rating of "Outstanding" on the last annual performance appraisal;
- f) The effect of disciplinary action on eligibility for advancement is at the supervisor's discretion.

2. Lieutenant

To be eligible for promotion to the position of Lieutenant, candidates must:

- a) Have served as a Sergeant for two years;
- b) Within 12 months of promotion to Lieutenant, an officer must complete a Law Enforcement management program such as AOMP, FBI National Academy, etc;
- c) Have been awarded the Intermediate Law Enforcement Certificate by the North Carolina Criminal Justice Education and Training Standards Commission;
- d) Have received a rating of "Better than Satisfactory" or higher on the last two annual performance appraisals or a rating of "Outstanding" on the last annual performance appraisal;
- e) The effect of disciplinary action on eligibility for advancement is at the supervisor's discretion.

3. Captain

To be eligible for promotion to the position of Captain, candidates must:

- a) Have served as a Lieutenant with the Smithfield Police Department for two years;
- b) Have completed a Law Enforcement management program such as AOMP, FBI National Academy, etc;
- c) Have been awarded the Advanced Law Enforcement Certificate by the North Carolina Criminal Justice Education and Training Standards Commission;
- d) Have received a rating of "Better than Satisfactory" or higher on the last two annual performance appraisals or a rating of "Outstanding" on the last annual performance appraisal;
- e) The effect of disciplinary action on eligibility for advancement is at the supervisor's discretion.

7. Newly hired and newly promoted personnel will serve a probationary period of six months as required by the Town of Smithfield *Personnel Policy*. An evaluation of performance will be conducted after the completion of six months for newly promoted personnel. Newly hired personnel will be evaluated in accordance with Departmental standards.

E. Review and Appeal

1. Within (5) working days of the conclusion of a promotional process, candidates may review their performance results in each element of the promotional process to include:

- a) Review of the answer key to any written exams administered, unless prohibited by the leaseholder of the test
- b) Review of the written results of scored elements of the selection process
- c) Review of reports/materials used in the selection process

However, in accordance with NCGS 160A-168(C1), testing or examination materials may be withheld from disclosure to the employee or other persons if the material was used solely to determine qualifications for promotion and in the opinion of the agency the disclosure of such material would compromise the objectivity or the fairness of the testing or examination process.

2. Candidates may contest any results filed by requesting a meeting with the Chief of Police or designee administering the process. The Chief of Police or designee will conduct a review of the report(s) and discuss findings with all staff in the supervisory chain of command.

3. The Chief of Police or designee will inform the contesting employee of the final decision at the completion of the review.

4. If an employee feels that fair treatment has not been received during any portion of the promotional process, he/she is urged to use the Department's grievance procedures contained in Policy 507.

F. Career Ladder

1. The career ladder program will include the following classifications.

- a) Police Officer I
- b) Police Officer II
- c) Master Police Officer
- d) Bilingual / Spanish Speaking

2. Each level in the career ladder will have certain minimum requirements necessary to qualify for advancement or promotion to the next level. Upon fulfilling the requirements necessary for advancement to Police Officer II and Master Police Officer the officer will submit a memorandum to the Chief of Police containing the following information:

- a) Hire date
- b) Date of last advancement, if applicable
- c) Level of education
- d) Complete list of required classes and dates attended
- e) Date awarded applicable law enforcement certificate(s)

3. This memorandum must be endorsed by the officer's Team Commander and the appropriate Division Commander. The Division Commander will forward the memorandum to the Chief of Police after having verified the information contained therein.

4. An officer who is not recommended for advancement will receive a written recommendation for improvement and a follow-up date for review by the supervisor. The officer has the right to appeal through the appropriate chain of command to the Chief of Police.

5. After consideration of all factors deemed relevant by the Chief of Police, the officer will be notified of the advancement decision within 30 days following receipt of the memorandum by the Chief of Police.

G. Minimum Qualifications for Advancement

1. Police Officer I

Entry-level candidates must:

- a) Meet the basic requirements established by the North Carolina Criminal Justice Education and Training Standards Commission
- b) Meet minimal requirements for employment with the Town of Smithfield as set forth in the Town of Smithfield Personnel Policy
- c) Appear before a Department review board made up of officers selected by the Chief of Police
- d) Pass an extensive background investigation and successfully complete a psychological evaluation, physical examination, drug test, and CVSA examination

All finalists will be interviewed by the Chief of Police. Officers are required to successfully complete the department's Field Training Program and required Solo Patrol Assignment within the first year of Probationary employment.

2. Police Officer II

To be considered for advancement to Police Officer II, candidates must:

- a) Have completed the following as a Police Officer I:
 - * Successfully completed one year probation and probationary requirements in as required in Police Officer I
 - * Receive Radar Certification
 - * Receive Standardized Field Sobriety Testing Certification
 - * Receive Intoximeter Certification
- b) Have been awarded the Basic Law Enforcement Certificate by the North Carolina Criminal Justice Education and Training Standards Commission
- c) Have received a rating of "Satisfactory" or higher on the last annual performance appraisal
- d) The effect of disciplinary action on eligibility for advancement is at the supervisor's discretion.

3. Master Police Officer

To be considered for advancement to Master Police Officer, candidates must:

- a) Have served as a Police Officer II for one year
- b) Have completed training hours, including:
 - 40 hours of Management/Supervision Training
 - Field Training Officer Certification and become Field Training Officer for the Department. After completion of FTO Training, the officer can be assigned a trainee by the Chief of Police or his Designee
 - Completion of Crisis Intervention Team (CIT) Certification.

c) Have received a rating of "Better than Satisfactory" or higher on the last two annual performance appraisals or a rating of "Outstanding" on the last annual performance appraisal

d) The effect of disciplinary action on eligibility for advancement is at the supervisor's discretion.

H. Additional Incentive (Sworn and/or Civilian)

1. Bilingual / Spanish Speaking

a) Up to five percent one time incentive for proficiency in Spanish.

b) Fluent in Spanish language (oral and written as determined by testing).

c) In an effort to bridge the gap between the Smithfield Police Department and the Hispanic community, the department would offer an incentive to attract and retain Spanish speaking officers and civilian personnel.



Request for Town Council Action

Consent Agenda Item Date:	Grant Project Ordinance 10/07/2025
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Subject: West Smithfield Sanitary Sewer Improvements Project
Grant (E-AIA-W-21-0231) Project Ordinance

Department: Finance Department

Presented by: Finance Director – Andrew Harris

Presentation: Consent Agenda Item

Issue Statement

Grant Project Ordinances are required to comply with General Statue 159-13.2 and give authority to Town Management to expend grant funds to execute the Wastewater Asset Inventory and Assessment project.

Financial Impact

The budget ordinance allows the Town to expend granted funds and future costs will be a matching portion of \$22,500.

Action Needed

Town Council approval is required for the grant project ordinance required by the grant policies of the North Carolina Department of Environmental Quality Division of Water Infrastructure. Town Council approval is required for the Wastewater Asset Inventory and Assessment project Budget Ordinance.

Recommendation

Staff recommends Town Council approve the attached Grant Project Budget Ordinance No. GP-05-2025.

Approved: ☒ Town Manager ☐ Town Attorney

Attachments:

1. Staff Report
2. Grant Project Ordinance for the Wastewater Asset Inventory and Assessment project



Staff Report

Consent	Grant
Agenda	Project
Item:	Ordinance

Grant project ordinances are required to be approved by Town Council via NC G.S. 159-32 to give Town management authority to expend grant funds to execute a specified grant project.

The total grant project budget is \$150,000 for this grant.

A transfer of \$22,500 is the Town's matching portion per the stipulation of the award. These funds will balance the project budget to create the total project budget of \$150,000.

Grant Project Ordinance for the Wastewater Asset Inventory and Assessment Project (Project E-AIA-W-21-0231)

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF SMITHFIELD, NORTH CAROLINA that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant project ordinance is hereby adopted:

SECTION 1: This ordinance is to establish a budget for a project to be funded by the State of North Carolina Department of Environmental Quality Division of Water Infrastructure. The project authorized is to perform asset inventory and assessment work in accordance with the agreed upon scope of work to meet the Town’s sewer infrastructure needs.

SECTION 2: The officers of the Town are hereby directed to proceed with the grant project within the terms of the budget contained herein.

SECTION 3: The following amounts are appropriated for the project and authorized for expenditures:

AIA Wastewater Study	<u>\$ 150,000</u>
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SECTION 4: The following revenues are anticipated to be available to complete the project:

State of NC Department of Environmental Quality	
Division of Water Infrastructure	\$ 127,500
Transfer from Water and Sewer Fund	<u>22,500</u>
Total revenues	<u>\$ 150,000</u>

SECTION 5: The Town intends to complete the project in accordance with North Carolina General Statute 159G. The Town and project is eligible under State law and the project has been approved by the Department of Environmental Quality as having sufficient priority to receive financial assistance.

SECTION 6: The Finance Officer is hereby directed to maintain sufficient specific detailed accounting records to satisfy the requirements of the grantor agency, grant agreements, and federal regulations. The Town’s accounting and fiscal records shall be maintained during the completion of the project, and these records shall be retained and made available for a period of at least three (3) years following completion of the project.

SECTION 7: Funds may be advanced from the General Fund for the purpose of making payments as due. Disbursement requests should be made to the grantor agency in an orderly and timely manner.

SECTION 8: The Finance Officer is hereby directed to report the financial status of the project to the governing board the appropriations and the total grant revenues received or claimed.

SECTION 9: The Budget Officer is directed to include a detailed analysis of past and future costs and revenues on this grant project in every budget submission made to this board.

SECTION 10: Copies of this grant project ordinance shall be furnished to the Budget Officer, the Finance Officer and to the Clerk to Town Council.

SECTION 11: This grant project ordinance is effective as of May 20, 2021, and expires when all the NCDEQ funds have been obligated and expended by the Town.

M. Andy Moore, Mayor

ATTEST:

Elaine Andrews, Town Clerk



Request for Town Council Action

Consent **Application**
Agenda **for**
Item: **Temporary**
 Use Permit
Date: 10/07/2025

Subject: Jesus Co. Ministries Church Service

Department: Planning Department

Presented by: Planning Director – Stephen Wensman

Presentation: Consent Agenda Item

Issue Statement

The Council is being asked to allow Jesus Co. Ministries to hold a Church Service and Family Day on October 19, 2025 at Smithfield Community Park.

Financial Impact

None.

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



Staff Report

**Consent
Agenda
Item:** **Application
for
Temporary
Use Permit**

Jesus Co. Ministries would like to use the Rotary Shelter at Smithfield Community Park on Sunday, October 19, 2025 from 9:00 am to 3:00 pm. The event will consist of a Church Service and later they will have a Family Day. Amplified sound will be used between 9:00 am and 1:00 pm. No food or goods will be sold.



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

- ☒ Special Event
- ☐ Over 100 people in attendance
- ☒ Live Band or Amplified Sound
- ☐ Requires closure or blockage of Town Street
- ☐ Involves Food Trucks
- ☐ Requires Security (Smithfield PD (919-934-2121))
- ☐ Involves structures larger than 200 square feet and canopies larger than 400 square
- ☒ Involves Town Park property (919-934-2148)
- ☐ Involves Fireworks (Smithfield Fire Department (919-934-2468))

OTHER TEMP USES

- ☐ Modular Office Units
- ☐ Temporary storage facility (portable storage unit)
- ☐ Sale of agricultural products grown off-site
- ☐ Sale of Fireworks
- ☐ Other (please describe) _____

<u>Jesus Co. Ministries</u> Name of Event <u>Church Service</u>	<u>Smithfield Town Park - Rotary Shelter</u> Location of Event/Use (exact street address)
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APPLICANT:

Name Amy Tracy
Address 1248 Loop Rd, Clayton
Phone number 919-218-5572
Email address Amybtracy@gmail.com
Event date October 19, 2025

PROPERTY OWNER:

Name _____
Address _____
Phone number _____
Email address _____

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

Event start and end time 9:00 am

Will food or goods be sold? Y or N

Event set up and clean up time 9:00 - 3pm

Sound Amplification Type Speaker, keyboard microphone

Sound Amplification Start and End Times 9:00 am - 1pm

Number of Food Trucks (if applicable) 0

Each Food Truck Requires a Certificate of Inspections, Proof of Liability Insurance and a Copy of the Food Truck Trailer Registration

Security agency name & phone, if applicable: 0

(If using Smithfield Police, applicant must contact the PD at (919) 934-2121 to schedule security

Will any town property be used (i.e., streets, parks, greenways)? Smithfield Park - Rotary Shelter

If any town streets require closure, please list all street names 0

Are event trash cans needed? Yes or No

How many? 0

Description of Temporary Use or Special Event

Having Family Sunday - October 19, 2025
Church Service

Submittal Checklist:

Completed Temporary Use Permit application

Other documentations deemed necessary by the administrator

Application fee - \$100 (if applicable)

Site plan, if required

If paying by check please make them payable to: Town of Smithfield

Method of Payment: Cash 0 Check # 0 Credit Card ✓

Amount Paid \$ 0

Date: 0 Payment Received By: 0

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.

Amy Tracy
Applicant's Name (Print)

Amy Tracy
Signature

9/17/2025
Date

Town Planning Director Signature:

Joseph Weem

Date:

9/17/2025



Request for Town Council Action

**Consent
Agenda
Item:** **Application
for
Temporary
Use Permit**
Date: 10/07/2025

Subject: Bulldog Harley-Davidson

Department: Planning Department

Presented by: Planning Director – Stephen Wensman

Presentation: Consent Agenda Item

Issue Statement

The Council is being asked to allow Bulldog Harley-Davidson to hold Movember on November 1, 2025.

Financial Impact

None.

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. Event Map



Staff Report

**Consent
Agenda
Item:** **Application
for
Temporary
Use Permit**

Bulldog Harley-Davidson is requesting to hold Movember at 1043 Outlet Center Drive on November 1, 2025. This event will run from 11:00 am to 4:00 pm. Pullups Mobile Eatery food truck will be on-site to sell food. Two beers will be given away to customers age 21 and older. A live band will perform from 12:00 pm to 3:00 pm.



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

- ☒ Special Event
- ☐ Town recognized event _____
- ☐ Over 100 people in attendance
- ☒ Live Band or Amplified Sound _____
- ☐ Requires closure or blockage of Town Street
- ☒ Involves Food Trucks
- ☐ Requires Security (potential safety, security concerns)
- ☐ Involves structures larger than 200 square feet and canopies larger than 400 square
- ☐ 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) _____

NOVEMBER

Name of Event

1043 Outlet Center Dr Smithfield, NC 27577

Location of Event/Use (exact street address)

APPLICANT:

Name Michelle Winn
Address 1043 Outlet Center Dr
Phone number 919-938-1592
Email address Michelle@bulldogharleydavidson.com
Event date NOV 1st

PROPERTY OWNER:

Name Carson Baker
Address 1508 Hope Mills Rd, Fayetteville, NC 28304
Phone number 9107348504
Email address Carson@bulldogharleydavidson.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

Event start and end time 10AM - 4PM

Event set up and clean up time 8AM - 4PM

Sound Amplification Type LIVE BAND

Sound Amplification Start and End Times 12-3

Food Trucks (if applicable) 1

(Each Food Truck Requires Certificate of Inspections by Johnston County)

Pullups Mobile Eatery

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.)

OWNERS AUTHORIZATION

I hereby give CONSENT to Bulldog HD (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) CFB Powersports LLC
Address 1043 Outlet Center Dr Zip 27577
Phone Number 919-938-1592 Email carson@bulldogharleydavidson.com
Signature: [Signature] Date: 9/19/25

OWNER'S CONSENT FORM

Name of Event: NOVEMBER Submittal Date: 9/19/25

OWNERS AUTHORIZATION

I hereby give CONSENT to Bulldog HD (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] Carson Baker 9/19/25
Signature of Owner Print Name Date

Food Establishment Inspection Report

Score: 99.5

Establishment Name: PULL-UPS MOBILE EATERY

Establishment ID: 4032030846

Location Address: 1903 NC HWY 55

City: DURHAM

State: North Carolina

Zip: 27707

County: DURHAM

Permittee: PULL-UPS MOBILE EATERY, LLC

Telephone: (757) 769-5250

☒ Inspection

☐ Re-Inspection

Wastewater System:

☒ Municipal/Community

☐ On-Site System

Water Supply:

☒ Municipal/Community

☐ On-Site Supply

Date: 8MAR2025

Status Code: A

Time In: 4:15 PM

Time Out: 5:35 PM

Category#: IV

FDA Establishment Type: FAST FOOD ESTABLISHMENT

No. of Risk Factor/Intervention Violations: 1

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 .2652					
1	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	PIC Present, demonstrates knowledge, & performs duties	1	0	
2	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Certified Food Protection Manager	1	0	
Employee Health .2652					
3	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Management, food & conditional employee; knowledge, responsibilities & reporting	2	1	0
4	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Proper use of reporting, restriction & exclusion	3	1.5	0
5	<input checked="" type="checkbox"/> IN <input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Procedures for responding to vomiting & diarrheal events	1	0	XX
Good Hygienic Practices .2652, .2653					
6	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Proper eating, tasting, drinking or tobacco use	1	0.5	0
7	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	No discharge from eyes, nose, and mouth	1	0.5	0
Preventing Contamination by Hands .2652, .2653, .2655, .2656					
8	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Hands clean & properly washed	4	2	0
9	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A <input type="checkbox"/> N/A	No bare hand contact with RTE foods or pre-approved alternate procedure properly followed	4	2	0
10	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Handwashing sinks supplied & accessible	2	1	0
Approved Source .2653, .2655					
11	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Food obtained from approved source	2	1	0
12	<input checked="" type="checkbox"/> IN <input type="checkbox"/> OUT <input type="checkbox"/> N/A	Food received at proper temperature	2	1	0
13	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Food in good condition, safe & unadulterated	2	1	0
14	<input checked="" type="checkbox"/> IN <input type="checkbox"/> OUT <input type="checkbox"/> N/A	Required records available: shellstock tags, parasite destruction	2	1	0
Protection from Contamination .2653, .2654					
15	<input checked="" type="checkbox"/> IN <input type="checkbox"/> OUT <input type="checkbox"/> N/A <input type="checkbox"/> N/A	Food separated & protected	3	1.5	0
16	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Food-contact surfaces: cleaned & sanitized	3	1.5	0
17	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Proper disposition of returned, previously served, reconditioned & unsafe food	2	1	0
Potentially Hazardous Food Time/Temperature .2653					
18	<input checked="" type="checkbox"/> IN <input type="checkbox"/> OUT <input type="checkbox"/> N/A <input type="checkbox"/> N/A	Proper cooking time & temperatures	3	1.5	0
19	<input checked="" type="checkbox"/> IN <input type="checkbox"/> OUT <input type="checkbox"/> N/A <input type="checkbox"/> N/A	Proper reheating procedures for hot holding	3	1.5	0
20	<input checked="" type="checkbox"/> IN <input type="checkbox"/> OUT <input type="checkbox"/> N/A <input type="checkbox"/> N/A	Proper cooling time & temperatures	3	1.5	0
21	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A <input type="checkbox"/> N/A	Proper hot holding temperatures	3	1.5	0
22	<input checked="" type="checkbox"/> IN <input type="checkbox"/> OUT <input type="checkbox"/> N/A <input type="checkbox"/> N/A	Proper cold holding temperatures	3	1.5	0
23	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A <input type="checkbox"/> N/A	Proper date marking & disposition	3	1.5	0
24	<input checked="" type="checkbox"/> IN <input type="checkbox"/> OUT <input type="checkbox"/> N/A <input type="checkbox"/> N/A	Time as a Public Health Control; procedures & records	3	1.5	0
Consumer Advisory .2653					
25	<input checked="" type="checkbox"/> IN <input type="checkbox"/> OUT <input type="checkbox"/> N/A	Consumer advisory provided for raw/undercooked foods	1	0.5	0
Highly Susceptible Populations .2653					
26	<input checked="" type="checkbox"/> IN <input type="checkbox"/> OUT <input type="checkbox"/> N/A	Pasteurized foods used; prohibited foods not offered	3	1.5	0
Chemical .2653, .2657					
27	<input checked="" type="checkbox"/> IN <input type="checkbox"/> OUT <input type="checkbox"/> N/A	Food additives: approved & properly used	1	0.5	0
28	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Toxic substances properly identified stored & used	2	1	0
Conformance with Approved Procedures .2653, .2654, .2658					
29	<input checked="" type="checkbox"/> IN <input type="checkbox"/> OUT <input type="checkbox"/> 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 .2653, .2655, .2658					
30	<input checked="" type="checkbox"/> IN <input type="checkbox"/> OUT <input type="checkbox"/> N/A	Pasteurized eggs used where required	1	0.5	0
31	<input checked="" type="checkbox"/> IN <input type="checkbox"/> OUT <input type="checkbox"/> N/A	Water and ice from approved source	2	1	0
32	<input checked="" type="checkbox"/> IN <input type="checkbox"/> OUT <input type="checkbox"/> N/A	Variance obtained for specialized processing methods	2	1	0
Food Temperature Control .2653, .2654					
33	<input checked="" type="checkbox"/> IN <input type="checkbox"/> OUT <input type="checkbox"/> N/A	Proper cooling methods used; adequate equipment for temperature control	1	0.5	0
34	<input checked="" type="checkbox"/> IN <input type="checkbox"/> OUT <input type="checkbox"/> N/A	Pplant food properly cooked for hot holding	1	0.5	0
35	<input checked="" type="checkbox"/> IN <input type="checkbox"/> OUT <input type="checkbox"/> N/A	Approved thawing methods used	1	0.5	0
36	<input checked="" type="checkbox"/> IN <input type="checkbox"/> OUT <input type="checkbox"/> N/A	Thermometers provided & accurate	1	0.5	0
Food Identification .2653					
37	<input checked="" type="checkbox"/> IN <input type="checkbox"/> OUT <input type="checkbox"/> N/A	Food properly labeled: original container	2	1	0
Prevention of Food Contamination .2652, .2653, .2654, .2656, .2657					
38	<input checked="" type="checkbox"/> IN <input type="checkbox"/> OUT <input type="checkbox"/> N/A	Insects & rodents not present; no unauthorized animals	2	1	0
39	<input checked="" type="checkbox"/> IN <input type="checkbox"/> OUT <input type="checkbox"/> N/A	Contamination prevented during food preparation, storage & display	2	1	0
40	<input checked="" type="checkbox"/> IN <input type="checkbox"/> OUT <input type="checkbox"/> N/A	Personal cleanliness	1	0.5	0
41	<input checked="" type="checkbox"/> IN <input type="checkbox"/> OUT <input type="checkbox"/> N/A	Wiping cloths: properly used & stored	1	0.5	0
42	<input checked="" type="checkbox"/> IN <input type="checkbox"/> OUT <input type="checkbox"/> N/A	Washing fruits & vegetables	1	0.5	0
Proper Use of Utensils .2653, .2654					
43	<input checked="" type="checkbox"/> IN <input type="checkbox"/> OUT <input type="checkbox"/> N/A	In-use utensils: properly stored	1	0.5	0
44	<input checked="" type="checkbox"/> IN <input type="checkbox"/> OUT <input type="checkbox"/> N/A	Utensils, equipment & linens: properly stored, dried & handled	1	0.5	0
45	<input checked="" type="checkbox"/> IN <input type="checkbox"/> OUT <input type="checkbox"/> N/A	Single-use & single-service articles: properly stored & used	1	0.5	0
46	<input checked="" type="checkbox"/> IN <input type="checkbox"/> OUT <input type="checkbox"/> N/A	Gloves used properly	1	0.5	0
Utensils and Equipment .2653, .2654, .2653					
47	<input checked="" type="checkbox"/> IN <input type="checkbox"/> OUT <input type="checkbox"/> N/A	Equipment, food & non-food contact surfaces approved, cleanable, properly designed, constructed & used	1	0.5	0
48	<input checked="" type="checkbox"/> IN <input type="checkbox"/> OUT <input type="checkbox"/> N/A	Warewashing facilities: installed, maintained & used; test strips	1	0.5	0
49	<input checked="" type="checkbox"/> IN <input type="checkbox"/> OUT <input type="checkbox"/> N/A	Non-food contact surfaces clean	1	0.5	0
Physical Facilities .2654, .2656, .2656					
50	<input checked="" type="checkbox"/> IN <input type="checkbox"/> OUT <input type="checkbox"/> N/A	Hot & cold water available; adequate pressure	1	0.5	0
51	<input checked="" type="checkbox"/> IN <input type="checkbox"/> OUT <input type="checkbox"/> N/A	Plumbing installed; proper backflow devices	2	1	0
52	<input checked="" type="checkbox"/> IN <input type="checkbox"/> OUT <input type="checkbox"/> N/A	Sewage & wastewater properly disposed	2	1	0
53	<input checked="" type="checkbox"/> IN <input type="checkbox"/> OUT <input type="checkbox"/> N/A	Toilet facilities: properly constructed, supplied & cleaned	1	0.5	0
54	<input checked="" type="checkbox"/> IN <input type="checkbox"/> OUT <input type="checkbox"/> N/A	Garbage & refuse properly disposed; facilities maintained	1	0.5	0
55	<input checked="" type="checkbox"/> IN <input type="checkbox"/> OUT <input type="checkbox"/> N/A	Physical facilities installed, maintained & clean	1	0.5	0
56	<input checked="" type="checkbox"/> IN <input type="checkbox"/> OUT <input type="checkbox"/> N/A	Meets ventilation & lighting requirements; designated areas used	1	0.5	0
TOTAL DEDUCTIONS:		0.5			



North Carolina Department of Health & Human Services • Division of Public Health • Environmental Health Section • Food Protection Program

DHHS is an equal opportunity employer.
Page 1 of 2 Food Establishment Inspection Report, 10/2021



Comment Addendum to Food Establishment Report

Establishment Name: <u>Pull-ups Mobile Eatery</u>		Establishment ID: <u>4032030846</u>	Date: <u>8MAR2025</u>
Location Address: <u>1903 NC HWY 55</u>			Status Code: <u>A</u>
City: <u>DURHAM</u>	State: <u>NC</u>	<input checked="" type="radio"/> Inspection <input type="radio"/> Re-Inspection	Category#: <u>IV</u>
County: <u>DURHAM</u>	Zip: <u>27707</u>	<input type="radio"/> Visit	
Wastewater System: <input checked="" type="radio"/> Municipal/Community <input type="radio"/> On-Site System		<input type="radio"/> Verification	
Water Supply: <input checked="" type="radio"/> Municipal/Community <input type="radio"/> On-Site Supply		<input type="radio"/> Name Change	
Permittee: <u>PULL-UPS MOBILE EATERY, LLC</u>		<input type="radio"/> Status Change	
Telephone: <u>(757) 769-5250</u>		<input type="radio"/> Pre-Opening Visit	
		<input type="radio"/> Other _____	

Temperature Observations

Item/Location	Temp	Item/Location	Temp	Item/Location	Temp
chopped chicken/hot hold	150				
lamb chop/hot hold	150				
slaw/flip top	39				
chimichurri/flip top	39				
salsa/flip top	39				
chimichurri/sandwich cooler	40				
lobster meat/sandwich cooler	40				
raw boneless chicken breast/sandwich cooler	39				
chlorine sanitizing solution/bucket	150				

Observations and Corrective Actions

Item Number	Violations cited in this report must be corrected within the time frames below, or as stated in sections 8-405.11 of the food code.
5	2-501.11 Clean-up of Vomiting and Diarrheal Event - PF. REPEAT. A FOOD ESTABLISHMENT shall have written procedures for EMPLOYEES to follow when responding to vomiting or diarrheal events that involve the discharge of vomitus or fecal matter onto surfaces in the FOOD ESTABLISHMENT. The procedures shall address the specific actions EMPLOYEES must take to minimize the spread of contamination and the exposure of EMPLOYEES, consumers, FOOD, and surfaces to vomitus or fecal matter. CDI - provided clean up kit template.
45	4-903.11 (A) and (C) Equipment, Utensils, Linens and Single-Service and Single-Use Articles-Storing – C. Single-service items (small clamshells) stored with food contact surfaces exposed. Single-service items shall be kept in the original protective PACKAGE or stored by using other means (up-side down) that afford protection from contamination until used.
51	5-304.13 Protecting Inlet, Outlet and Hose Fitting - (C). The cap/cover for the connection left open. If not in use and to protect against contamination of your water, a water tank and hose inlet and outlet fitting shall be protected using a cover or device. Provide/replace the cap or cover to the freshwater connection.
	**No ice readily available to verify food probe thermometer calibration.

Person in Charge (Print & Sign):

Brian Wallace

Brian Wallace 3/8/25

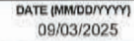
Regulatory Authority (Print & Sign):

Niketa Patterson

Niketa Patterson

REHS ID: 2574





PRODUCER			CONTACT NAME: FLIP Program Support PHONE (A/C, No, Ext): (844)-520-6992 FAX (A/C, No): E-MAIL: info@flipprogram.com ADDRESS:																						
Veracity Insurance Solutions, LLC. 260 South 2500 West, Suite 303 Pleasant Grove	UT	84062	<table border="1"> <thead> <tr> <th colspan="2">INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A:</td> <td>Great American Alliance Insurance Co.</td> <td>26832</td> </tr> <tr> <td>INSURER B:</td> <td></td> <td></td> </tr> <tr> <td>INSURER C:</td> <td></td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> <td></td> </tr> </tbody> </table>		INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A:	Great American Alliance Insurance Co.	26832	INSURER B:			INSURER C:			INSURER D:			INSURER E:			INSURER F:		
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INSURER E:																									
INSURER F:																									
INSURED																									
Pull Ups Mobile Eatery 801 E Woodcroft Pkwy 2034 Durham	NC	27713																							

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY X COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE X OCCUR GENTL AGGREGATE LIMIT APPLIES PER: X POLICY <input type="checkbox"/> PRO-ECT <input type="checkbox"/> LOC	X <input type="checkbox"/>	PLF194992-F275253	10/29/2024	10/29/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPIOP AGG \$ 2,000,000 ANIMAL BAILEE \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS	<input type="checkbox"/> <input type="checkbox"/>				COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$	<input type="checkbox"/> <input type="checkbox"/>				EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICE/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below.	Y/N <input type="checkbox"/> N/A <input type="checkbox"/>				WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
		<input type="checkbox"/> <input type="checkbox"/>				

George S. Clapp

150

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**ADDITIONAL INSURED – DESIGNATED PERSON OR ORGANIZATION**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

Schedule**Name of Additional Insured Person(s) or Organization(s):**

Brier Creek 1 & 2, LLC and American Asset Corporation

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

- A. SECTION II - WHO IS AN INSURED** is amended to include as an Additional Insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury," "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

1. in the performance of your ongoing operations; or
2. in connection with your premises owned by or rented to you.

However:

1. the insurance afforded to such additional insured only applies to the extent permitted by law; and
2. if coverage provided to the Additional Insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

- B.** With respect to the insurance afforded to these Additional Insureds, the following is added to **SECTION III – LIMITS OF INSURANCE:**

If coverage provided to the Additional Insured is required by a contract or agreement, the most we will pay on behalf of the Additional Insured is the amount of insurance:

1. required by the contract or agreement; or
2. available under the applicable Limits of Insurance shown in the Declarations;

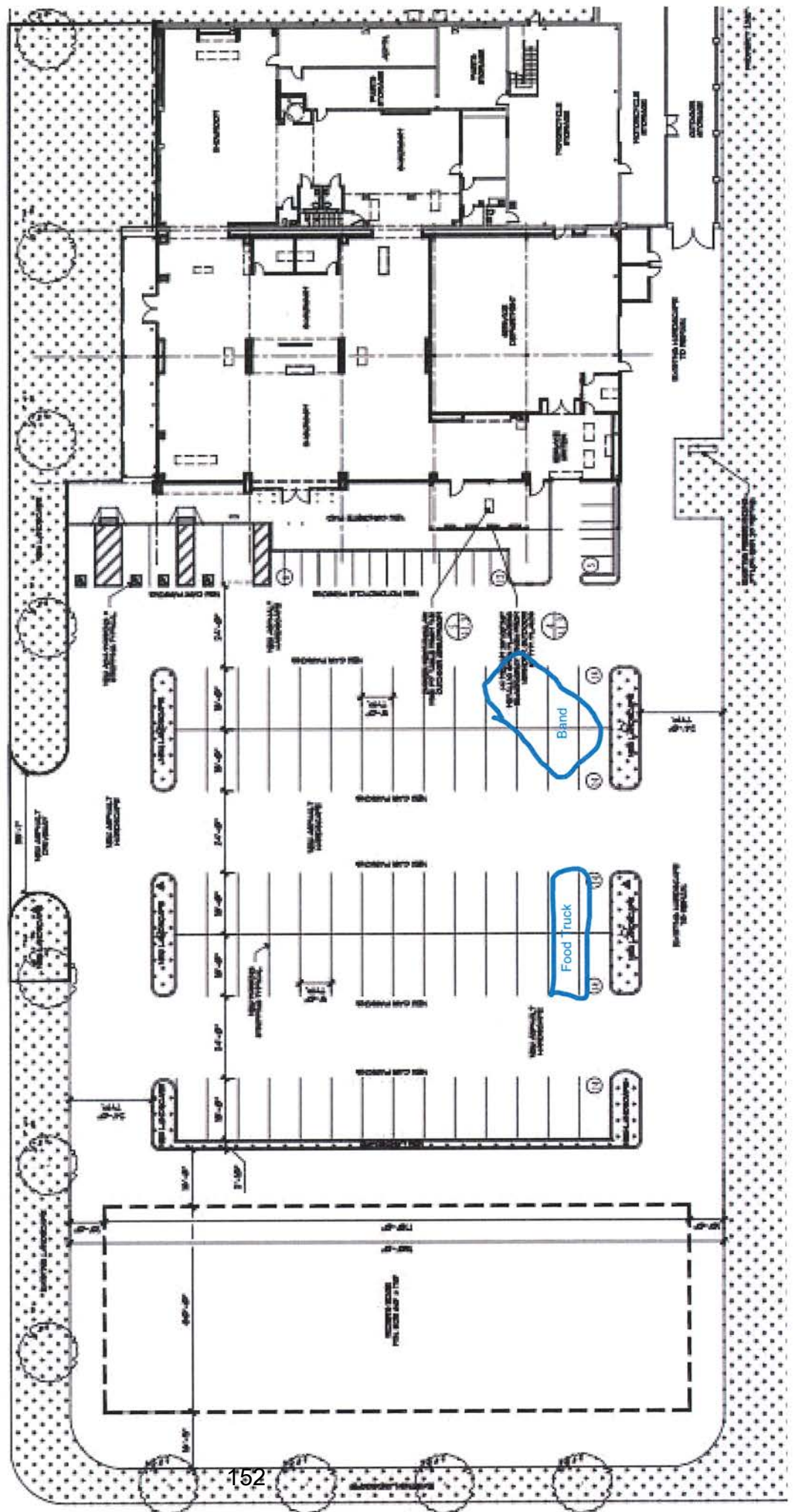
whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

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CG 20 26 (Ed. 04/13) PRO

Bulldog H-D Event Map





Request for Town Council Action

**Consent
Agenda
Item:** **Application
for
Temporary
Use Permit**
Date: 10/07/2025

Subject: Bulldog Harley-Davidson
Department: Planning Department
Presented by: Planning Director – Stephen Wensman
Presentation: Consent Agenda Item

Issue Statement

The Council is being asked to allow Bulldog Harley-Davidson to hold a Bulldog Thank You Event to honor local Veterans on November 8, 2025.

Financial Impact

None.

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



Staff Report

**Consent
Agenda
Item:** **Application
for
Temporary
Use Permit**

Bulldog Harley-Davidson is requesting to hold a Bulldog Thank You Event at 1043 Outlet Center Drive on November 8, 2025. This event will run from 11:00 am to 4:00 pm. It will honor veterans in the community. Friendly Tacos food truck will be on-site to sell food. Two beers will be given away to customers age 21 and older. No amplified sound will be used.



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

- ☐ Special Event
- ☐ Town recognized event _____
 - ☐ Over 100 people in attendance
 - ☐ Live Band or Amplified Sound _____
 - ☐ Requires closure or blockage of Town Street
 - ☒ Involves Food Trucks
 - ☐ Requires Security (potential safety, security concerns)
 - ☐ Involves structures larger than 200 square feet and canopies larger than 400 square
 - ☐ 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) _____

Bulldog Thank You
Name of Event

1043 Outlet Center Dr Smithfield, NC 27577
Location of Event/Use (exact street address)

APPLICANT:

Name Michelle Winn
Address 1043 Outlet Center Dr
Phone number 919-938-1592
Email address Michelle@bulldogharleydavidson.com
Event date Nov 8th

PROPERTY OWNER:

Name Carson Baker
Address 1508 Hope Mills Rd, Fayetteville, NC 28304
Phone number 9107348504
Email address Carson@bulldogharleydavidson.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

Event start and end time 11-4

Event set up and clean up time 8AM-4PM

Sound Amplification Type N/A

Sound Amplification Start and End Times N/A

Food Trucks (if applicable) 1 (Each Food Truck Requires Certificate of Inspections by Johnston County)

Friendly Tacos

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)? No

If any town streets require closure, please list all street names. N/A

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

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

Special Thank You to Veterans in Community
2 beers per person at event

Good Luck

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.

Michelle Winn

Applicant's Name (Print)

Michelle Winn
Signature

9/19/2025
Date

Town Planning Director Signature: _____

Alpha Wern

9/23/25
Date

OWNERS AUTHORIZATION

I hereby give CONSENT to Bulldog HD (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) CFB Powersports, LLC
Address 1043 Outlet Center Dr Zip 27577
Phone Number 919-938-1592 Email carsen@bulldogharleydavidson.com
Signature: [Signature] Date: 9/19/25

OWNER'S CONSENT FORM

Name of Event: Bulldog THANK YOU Submittal Date: 9/19/25

OWNERS AUTHORIZATION

I hereby give CONSENT to Bulldog HD (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]
Signature of Owner

Carsen Baker
Print Name

157

9/19/25
Date

Food Establishment Inspection Report

Score: 100

Establishment Name: FRIENDLY TACOS

Establishment ID: 4073030038

Location Address: 3354 DURHAM RD

City: ROXBORO State: North Carolina

Zip: 27573 County: 73 Person

Permittee: FRIENDLY TACOS

Telephone: (919) 723-7352

☒ Inspection ☐ Re-Inspection ☐ Educational Visit

Wastewater System:

☒ Municipal/Community ☐ On-Site System

Water Supply:

☒ Municipal/Community ☐ On-Site Supply

Date: 10/28/2024

Status Code: A

Time In: 10:01 AM

Time Out: 10:30 AM

Category#: II

FDA Establishment Type:

No. of Risk Factor/Intervention Violations: 0

No. of Repeat Risk Factor/Intervention Violations: 0

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 .2652				
1 <input checked="" type="checkbox"/> OUT N/A PIC Present, demonstrates knowledge, & performs duties	1	0		
2 <input checked="" type="checkbox"/> OUT N/A Certified Food Protection Manager	1	0		
Employee Health .2652				
3 <input checked="" type="checkbox"/> OUT Management, food & conditional employee; knowledge, responsibilities & reporting	2	1	0	
4 <input checked="" type="checkbox"/> OUT Proper use of reporting, restriction & exclusion	3	1.5	0	
5 <input checked="" type="checkbox"/> OUT Procedures for responding to vomiting & diarrheal events	1	0.5	0	
Good Hygienic Practices .2652, .2653				
6 <input checked="" type="checkbox"/> OUT Proper eating, tasting, drinking or tobacco use	1	0.5	0	
7 <input checked="" type="checkbox"/> OUT No discharge from eyes, nose, and mouth	1	0.5	0	
Preventing Contamination by Hands .2652, .2653, .2655, .2656				
8 <input checked="" type="checkbox"/> OUT Hands clean & properly washed	4	2	0	
9 <input checked="" type="checkbox"/> OUT N/A No bare hand contact with RTE foods or pre-approved alternate procedure properly followed	4	2	0	
10 <input checked="" type="checkbox"/> OUT N/A Handwashing sinks supplied & accessible	2	1	0	
Approved Source .2653, .2655				
11 <input checked="" type="checkbox"/> OUT Food obtained from approved source	2	1	0	
12 <input checked="" type="checkbox"/> OUT N/A Food received at proper temperature	2	1	0	
13 <input checked="" type="checkbox"/> OUT Food in good condition, safe & unadulterated	2	1	0	
14 <input checked="" type="checkbox"/> OUT N/A Required records available: shellstock tags, parasite destruction	2	1	0	
Protection from Contamination .2653, .2654				
15 <input checked="" type="checkbox"/> OUT N/A Food separated & protected	3	1.5	0	
16 <input checked="" type="checkbox"/> OUT Food-contact surfaces: cleaned & sanitized	3	1.5	0	
17 <input checked="" type="checkbox"/> OUT Proper disposition of returned, previously served, reconditioned & unsafe food	2	1	0	
Potentially Hazardous Food Time/Temperature .2653				
18 <input checked="" type="checkbox"/> OUT N/A Proper cooking time & temperatures	3	1.5	0	
19 <input checked="" type="checkbox"/> OUT N/A Proper reheating procedures for hot holding	3	1.5	0	
20 <input checked="" type="checkbox"/> OUT N/A Proper cooling time & temperatures	3	1.5	0	
21 <input checked="" type="checkbox"/> OUT N/A Proper hot holding temperatures	3	1.5	0	
22 <input checked="" type="checkbox"/> OUT N/A Proper cold holding temperatures	3	1.5	0	
23 <input checked="" type="checkbox"/> OUT N/A Proper date marking & disposition	3	1.5	0	
24 <input checked="" type="checkbox"/> OUT N/A Time as a Public Health Control; procedures & records	3	1.5	0	
Consumer Advisory .2653				
25 <input checked="" type="checkbox"/> OUT N/A Consumer advisory provided for raw/ undercooked foods	1	0.5	0	
Highly Susceptible Populations .2653				
26 <input checked="" type="checkbox"/> OUT N/A Pasteurized foods used; prohibited foods not offered	3	1.5	0	
Chemical .2653, .2657				
27 <input checked="" type="checkbox"/> OUT N/A Food additives: approved & properly used	1	0.5	0	
28 <input checked="" type="checkbox"/> OUT N/A Toxic substances properly identified stored & used	2	1	0	
Conformance with Approved Procedures .2653, .2654, .2658				
29 <input checked="" type="checkbox"/> 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 .2653, .2655, .2658				
30 <input checked="" type="checkbox"/> OUT N/A Pasteurized eggs used where required	1	0.5	0	
31 <input checked="" type="checkbox"/> OUT Water and ice from approved source	2	1	0	
32 <input checked="" type="checkbox"/> IN OUT N/A Variance obtained for specialized processing methods	2	1	0	
Food Temperature Control .2653, .2654				
33 <input checked="" type="checkbox"/> OUT Proper cooling methods used; adequate equipment for temperature control	1	0.5	0	
34 <input checked="" type="checkbox"/> IN OUT N/A Plant food properly cooked for hot holding	1	0.5	0	
35 <input checked="" type="checkbox"/> IN OUT N/A Approved thawing methods used	1	0.5	0	
36 <input checked="" type="checkbox"/> OUT Thermometers provided & accurate	1	0.5	0	
Food Identification .2653				
37 <input checked="" type="checkbox"/> OUT Food properly labeled: original container	2	1	0	
Prevention of Food Contamination .2652, .2653, .2654, .2656, .2657				
38 <input checked="" type="checkbox"/> OUT Insects & rodents not present; no unauthorized animals	2	1	0	
39 <input checked="" type="checkbox"/> OUT Contamination prevented during food preparation, storage & display	2	1	0	
40 <input checked="" type="checkbox"/> OUT Personal cleanliness	1	0.5	0	
41 <input checked="" type="checkbox"/> OUT Wiping cloths: properly used & stored	1	0.5	0	
42 <input checked="" type="checkbox"/> OUT N/A Washing fruits & vegetables	1	0.5	0	
Proper Use of Utensils .2653, .2654				
43 <input checked="" type="checkbox"/> OUT In-use utensils: properly stored	1	0.5	0	
44 <input checked="" type="checkbox"/> OUT Utensils, equipment & linens: properly stored, dried & handled	1	0.5	0	
45 <input checked="" type="checkbox"/> OUT Single-use & single-service articles: properly stored & used	1	0.5	0	
46 <input checked="" type="checkbox"/> OUT Gloves used properly	1	0.5	0	
Utensils and Equipment .2653, .2654, .2663				
47 <input checked="" type="checkbox"/> OUT Equipment, food & non-food contact surfaces approved, cleanable, properly designed, constructed & used	1	0.5	0	
48 <input checked="" type="checkbox"/> OUT Warewashing facilities: installed, maintained & used; test strips	1	0.5	0	
49 <input checked="" type="checkbox"/> OUT Non-food contact surfaces clean	1	0.5	0	
Physical Facilities .2654, .2655, .2656				
50 <input checked="" type="checkbox"/> OUT N/A Hot & cold water available; adequate pressure	1	0.5	0	
51 <input checked="" type="checkbox"/> OUT Plumbing installed; proper backflow devices	2	1	0	
52 <input checked="" type="checkbox"/> OUT Sewage & wastewater properly disposed	2	1	0	
53 <input checked="" type="checkbox"/> OUT N/A Toilet facilities: properly constructed, supplied & cleaned	1	0.5	0	
54 <input checked="" type="checkbox"/> OUT Garbage & refuse properly disposed; facilities maintained	1	0.5	0	
55 <input checked="" type="checkbox"/> OUT Physical facilities installed, maintained & clean	1	0.5	0	
56 <input checked="" type="checkbox"/> OUT Meets ventilation & lighting requirements; designated areas used	1	0.5	0	
TOTAL DEDUCTIONS: 0				



North Carolina Department of Health & Human Services • Division of Public Health • Environmental Health Section • Food Protection

Page 1 of Food Establishment Inspection Report, 12/2023



Establishment Name: FRIENDLY TACOS

Location Address: 3354 DURHAM RD

City: ROXBORO State: NC

County: 73 Person Zip: 27573

Wastewater System: ☒ Municipal/Community ☐ On-Site System

Water Supply: ☒ Municipal/Community ☐ On-Site System

Permittee: FRIENDLY TACOS

Telephone: (919) 723-7352

☒ Inspection ☐ Re-Inspection Date: 10/28/2024

☐ Educational Visit Status Code: A

Comment Addendum Attached? ☐ Category #: II

Email 1: Tacosfriendly@gmail.com

Email 2: _____

Email 3: tacosfriendly@gmail.com

[illegible]

Authorize final report to
be received via Email:



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

07/03/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Hiscox Inc. 5 Concourse Parkway Suite 2150 Atlanta GA, 30328	CONTACT NAME: PHONE (A/C, No, Ext): (888) 202-3007 E-MAIL ADDRESS: contact@hiscox.com FAX (A/C, No): INSURER(S) AFFORDING COVERAGE INSURER A: Hiscox Insurance Company Inc INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	NAIC # 10200
INSURED Friendly Tacos Dastan, INC 6525 Suburban dr Raleigh, NC 27615		

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			P100.973.813.4	03/23/2025	03/23/2026	EACH OCCURRENCE \$ 1,000,000
			DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000				
			MED EXP (Any one person) \$ 5,000				
			PERSONAL & ADV INJURY \$ 1,000,000				
						GENERAL AGGREGATE \$ 2,000,000	
						PRODUCTS - COMP/OP AGG \$ 2,000,000	
							\$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$
							BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
	UMBRELLA LIAB EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$
							AGGREGATE \$
							\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y / N <input type="checkbox"/> N / A						PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>
							E.L. EACH ACCIDENT \$
							E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

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Request for Town Council Action

**Consent
Agenda
Item:** Application
for
Temporary
Use Permit
Date: 10/07/2025

Subject: Bulldog Harley-Davidson

Department: Planning Department

Presented by: Planning Director – Stephen Wensman

Presentation: Consent Agenda Item

Issue Statement

The Council is being asked to allow Bulldog Harley-Davidson to hold a Holiday Toy Drive on November 15, 2025.

Financial Impact

None.

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



Staff Report

**Consent
Agenda
Item:** **Application
for
Temporary
Use Permit**

Bulldog Harley-Davidson is requesting to hold a Bulldog Toy Drive at 1043 Outlet Center Drive on November 15, 2025. This event will run from 11:00 am to 4:00 pm. Quench 305 beverage truck will be on-site to sell beverages such as coffee, fresh juice, hot chocolate, slushies, milkshakes, shaved ice, smoothies and flavored teas. Two beers will be given away to customers age 21 and older. No amplified sound will be used.



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

- ☐ Special Event
- ☐ Town recognized event _____
 - ☐ Over 100 people in attendance
 - ☐ Live Band or Amplified Sound _____
 - ☐ Requires closure or blockage of Town Street
 - ☒ Involves Food Trucks
 - ☐ Requires Security (potential safety, security concerns)
 - ☐ Involves structures larger than 200 square feet and canopies larger than 400 square
 - ☐ 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) _____

<u>Bulldog Holiday Toy Drive</u>	1043 Outlet Center Dr Smithfield, NC 27577
Name of Event	Location of Event/Use (exact street address)

APPLICANT:

Name Michelle Winn

Address 1043 Outlet Center Dr

Phone number 919-938-1592

Email address Michelle@bulldogharleydavidson.com

Event date 11/15

PROPERTY OWNER:

Name Carson Baker

Address 1508 Hope Mills Rd, Fayetteville, NC 28304

Phone number 9107348504

Email address Carson@bulldogharleydavidson.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

Event start and end time 11-4

Event set up and clean up time 8AM-4PM

Sound Amplification Type N/A

Sound Amplification Start and End Times N/A

Food Trucks (if applicable) 1 **(Each Food Truck Requires Certificate of Inspections by Johnston County)**

Quench 305

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)? No

If any town streets require closure, please list all street names. N/A

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

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

Beverage Truck for guests, TOY DRIVE
2 beers per person at event

2 beers per person at event

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.

Michelle Winn
Applicant's Name (Print)

Applicant's Name (Print)

Signature

9/19/25
Date

Date _____

Town Planning Director Signature:

Stephen Weiss

Date: 9/23/25

OWNERS AUTHORIZATION

I hereby give CONSENT to Bulldog HD (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)

CFB Powersports, LLC

Address

1043 Outlet Center Dr

Zip

27577

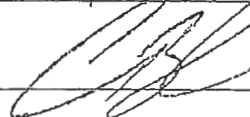
Phone Number

919-938-1592

Email

CFB@bulldogharleydavidson.com

Signature:



Date:

9/19/25

OWNER'S CONSENT FORM

Name of Event:

Bulldog TOY DRIVE

Submittal Date:

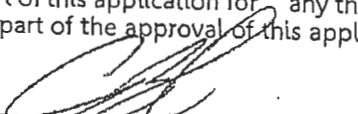
9/19/25

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Signature of Owner



Print Name

Carol Baker

Date

9/19/25



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

03/06/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Hiscox Inc 5 Concourse Parkway Suite 2150 Atlanta GA, 30328	CONTACT NAME: PHONE (A/C No. Ext): (888) 202-3007 E-MAIL ADDRESS: contact@hiscox.com FAX (A/C No.): INSURER(S) AFFORDING COVERAGE INSURER A: Hiscox Insurance Company Inc INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	NAIC # 10200
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COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INFO	SUBR WVR	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER			P101.113.651.3	04/27/2024	04/27/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes describe under DESCRIPTION OF OPERATIONS below Y/N <input type="checkbox"/> N/A						PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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Request for Town Council Action

Consent **Application**
Agenda **for**
Item: **Temporary**
 Use Permit
Date: **10/07/2025**

Subject: Bulldog Harley-Davidson

Department: Planning Department

Presented by: Planning Director – Stephen Wensman

Presentation: Consent Agenda Item

Issue Statement

The Council is being asked to allow Bulldog Harley-Davidson to hold a Black Friday Event on November 28, 2025.

Financial Impact

None.

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



Staff Report

**Consent
Agenda
Item:** **Application
for
Temporary
Use Permit**

Bulldog Harley-Davidson is requesting to hold a Black Friday Event at 1043 Outlet Center Drive on November 28, 2025. This event will run from 11:00 am to 4:00 pm. Smashmasters Food Truck will be present to sell food. Two beers will be given away to customers age 21 and older. No amplified sound will be used.



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

- ☐ Special Event
- ☐ Town recognized event _____
 - ☐ Over 100 people in attendance
 - ☐ Live Band or Amplified Sound _____
 - ☐ Requires closure or blockage of Town Street
 - ☒ Involves Food Trucks
 - ☐ Requires Security (potential safety, security concerns)
 - ☐ Involves structures larger than 200 square feet and canopies larger than 400 square
 - ☐ 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) _____

<u>Black Friday</u> Name of Event	1043 Outlet Center Dr Smithfield, NC 27577 Location of Event/Use (exact street address)
--------------------------------------	--

APPLICANT:

Name Michelle Winn
Address 1043 Outlet Center Dr
Phone number 919-938-1592
Email address Michelle@bulldogharleydavidson.com
Event date 11/28

PROPERTY OWNER:

Name Carson Baker
Address 1508 Hope Mills Rd, Fayetteville, NC 28304
Phone number 9107348504
Email address Carson@bulldogharleydavidson.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

Event start and end time 11-4
Event set up and clean up time 8AM - 4PM
Sound Amplification Type N/A
Sound Amplification Start and End Times N/A

Food Trucks (if applicable) 1 (Each Food Truck Requires Certificate of Inspections by Johnston County)

Smashmasters

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)? No

If any town streets require closure, please list all street names. N/A

Are event trash cans needed? Y or N How many? ^N_____

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

Good snacks for guests
2 beers per person at event

2 beers per person at event

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.

Michelle Winn

Applicant's Name (Print)

Signature

Signature

9/19/25

Date _____

Town Planning Director Signature:

Arthur Wren

Date:

9/23/25

OWNERS AUTHORIZATION

I hereby give CONSENT to Bulldog HD (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) CFB Powersports, LLC
Address 1043 Outlet Center Dr Zip 27577
Phone Number 919-938-1592 Email consent@bulldogharleydavidson.com
Signature: [Signature] Date: 9/19/25

OWNER'S CONSENT FORM

Name of Event: Black Friday Submittal Date: 9/19/25

OWNERS AUTHORIZATION

I hereby give CONSENT to Bulldog HD (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.

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[Signature]
Signature of Owner

Caren Baker
Print Name

9/19/25
Date



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

05/27/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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PRODUCER Hiscox Inc. 5 Concourse Parkway Suite 2150 Atlanta GA, 30328	CONTACT NAME: PHONE (A/C, No. Ext): (888) 202-3007 FAX (A/C, No): E-MAIL: contact@hiscox.com ADDRESS: INSURER(S) AFFORDING COVERAGE INSURER A: Hiscox Insurance Company Inc INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	NAIC # 10200
INSURED Smash Masters LLC 15 Winners Circle Louisburg, NC 27549		

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD	WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			P103.438.953.1	05/27/2024	05/27/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 1,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000 \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DED RETENTION \$	<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE					EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A					PER STATUTE E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

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Food Establishment Inspection Report

Score: 100

Establishment Name: SMASH MASTERS

Establishment ID: 4035030045

Location Address: PO BOX 432

City: BUNN

State: North Carolina

Zip: 27508

County: 35 Franklin

Permittee: SMASH MASTERS

Telephone: (919) 414-9170

☒ Inspection ☐ Re-Inspection ☐ Educational Visit

Wastewater System:

☒ Municipal/Community ☐ On-Site System

Water Supply:

☒ Municipal/Community ☐ On-Site Supply

Date: 10/18/2024

Status Code: A

Time In: 1:13 PM

Time Out: 2:13 PM

Category#: 11

FDA Establishment Type:

No. of Risk Factor/Intervention Violations: 0

No. of Repeat Risk Factor/Intervention Violations: 0

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 .2652					
1	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	PIC Present, demonstrates knowledge, & performs duties	1	0	
2	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Certified Food Protection Manager	1	0	
Employee Health .2652					
3	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Management, food & conditional employee: knowledge, responsibilities & reporting	2	1	0
4	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Proper use of reporting, restriction & exclusion	3	1.5	0
5	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Procedures for responding to vomiting & diarrheal events	1	0.5	0
Good Hygienic Practices .2652, .2653					
6	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Proper eating, tasting, drinking or tobacco use	1	0.5	0
7	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	No discharge from eyes, nose, and mouth	1	0.5	0
Preventing Contamination by Hands .2652, .2653, .2655, .2656					
8	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Hands clean & properly washed	4	2	0
9	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	No bare hand contact with RTE foods or pre-approved alternate procedure properly followed	4	2	0
10	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Handwashing sinks supplied & accessible	2	1	0
Approved Sources .2653, .2655					
11	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Food obtained from approved source	2	1	0
12	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Food received at proper temperature	2	1	0
13	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Food in good condition, safe & unadulterated	2	1	0
14	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Required records available: shellstock tags, parasite destruction	2	1	0
Protection from Contamination .2653, .2654					
15	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Food separated & protected	3	1.5	0
16	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Food-contact surfaces: cleaned & sanitized	3	1.5	0
17	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Proper disposition of returned, previously served, reconditioned & unsafe food	2	1	0
Potentially Hazardous Food Time/Temperature .2653					
18	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Proper cooking time & temperatures	3	1.5	0
19	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Proper reheating procedures for hot holding	3	1.5	0
20	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Proper cooling time & temperatures	3	1.5	0
21	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Proper hot holding temperatures	3	1.5	0
22	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Proper cold holding temperatures	3	1.5	0
23	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Proper date marking & disposition	3	1.5	0
24	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Time as a Public Health Control; procedures & records	3	1.5	0
Consumer Advisory .2653					
25	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Consumer advisory provided for raw/ undercooked foods	1	0.5	0
Highly Susceptible Populations .2653					
26	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Pasteurized foods used; prohibited foods not offered	3	1.5	0
Chemical .2653, .2657					
27	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Food additives: approved & properly used	1	0.5	0
28	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Toxic substances properly identified stored & used	2	1	0
Conformance with Approved Procedures .2653, .2654, .2658					
29	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> 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 .2653, .2655, .2658					
30	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Pasteurized eggs used where required	1	0.5	0
31	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Water and ice from approved source	2	1	0
32	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Variance obtained for specialized processing methods	2	1	0
Food Temperature Control .2653, .2654					
33	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Proper cooling methods used; adequate equipment for temperature control	1	0.5	0
34	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Plant food properly cooked for hot holding	1	0.5	0
35	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Approved thawing methods used	1	0.5	0
36	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Thermometers provided & accurate	1	0.5	0
Food Identification .2653					
37	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Food properly labeled: original container	2	1	0
Prevention of Food Contamination .2652, .2653, .2654, .2656, .2657					
38	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Insects & rodents not present; no unauthorized animals	2	1	0
39	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Contamination prevented during food preparation, storage & display	2	1	0
40	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Personal cleanliness	1	0.5	0
41	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Wiping cloths: properly used & stored	1	0.5	0
42	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Washing fruits & vegetables	1	0.5	0
Proper Use of Utensils .2653, .2654					
43	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	In-use utensils: properly stored	1	0.5	0
44	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Utensils, equipment & linens: properly stored, dried & handled	1	0.5	0
45	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Single-use & single-service articles: properly stored & used	1	0.5	0
46	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Gloves used properly	1	0.5	0
Utensils and Equipment .2653, .2654, .2663					
47	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Equipment, food & non-food contact surfaces approved, cleanable, properly designed, constructed & used	1	0.5	0
48	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Warewashing facilities: installed, maintained & used; test strips	1	0.5	0
49	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Non-food contact surfaces clean	1	0.5	0
Physical Facilities .2654, .2655, .2656					
50	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Hot & cold water available; adequate pressure	1	0.5	0
51	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Plumbing installed; proper backflow devices	2	1	0
52	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Sewage & wastewater properly disposed	2	1	0
53	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Toilet facilities: properly constructed, supplied & cleaned	1	0.5	0
54	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Garbage & refuse properly disposed; facilities maintained	1	0.5	0
55	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Physical facilities installed, maintained & clean	1	0.5	0
56	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Meets ventilation & lighting requirements; designated areas used	1	0.5	0
TOTAL DEDUCTIONS: 0					



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Page 1 of 1 Food Establishment Inspection Report, 12/2023



Food Establishment Inspection Report

Score: 100

Establishment Name: SMASH MASTERS

Establishment ID: 4035030045

Location Address: PO BOX 432

City: BUNN

State: North Carolina

Zip: 27508

County: 35 Franklin

Permittee: SMASH MASTERS

Telephone: (919) 414-9170

☒ Inspection ☐ Re-Inspection ☐ Educational Visit

Wastewater System:

☒ Municipal/Community ☐ On-Site System

Water Supply:

☒ Municipal/Community ☐ On-Site Supply

Date: 10/18/2024

Status Code: A

Time In: 1:13 PM

Time Out: 2:13 PM

Category#: 11

FDA Establishment Type:

No. of Risk Factor/Intervention Violations: 0

No. of Repeat Risk Factor/Intervention Violations: 0

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 .2652					
1	<input checked="" type="checkbox"/> OUT N/A	PIC Present, demonstrates knowledge, & performs duties	1	0	
2	<input checked="" type="checkbox"/> OUT N/A	Certified Food Protection Manager	1	0	
Employee Health .2652					
3	<input checked="" type="checkbox"/> OUT	Management, food & conditional employee; knowledge, responsibilities & reporting	2	1	0
4	<input checked="" type="checkbox"/> OUT	Proper use of reporting, restriction & exclusion	3	1.5	0
5	<input checked="" type="checkbox"/> OUT	Procedures for responding to vomiting & diarrheal events	1	0.5	0
Good Hygienic Practices .2652, .2653					
6	<input checked="" type="checkbox"/> OUT	Proper eating, tasting, drinking or tobacco use	1	0.5	0
7	<input checked="" type="checkbox"/> OUT	No discharge from eyes, nose, and mouth	1	0.5	0
Preventing Contamination by Hands .2652, .2653, .2655, .2656					
8	<input checked="" type="checkbox"/> OUT	Hands clean & properly washed	4	2	0
9	<input checked="" type="checkbox"/> OUT N/A N/O	No bare hand contact with RTE foods or pre-approved alternate procedure properly followed	4	2	0
10	<input checked="" type="checkbox"/> OUT N/A	Handwashing sinks supplied & accessible	2	1	0
Approved Source .2653, .2655					
11	<input checked="" type="checkbox"/> OUT	Food obtained from approved source	2	1	0
12	<input checked="" type="checkbox"/> OUT	Food received at proper temperature	2	1	0
13	<input checked="" type="checkbox"/> OUT	Food in good condition, safe & unadulterated	2	1	0
14	<input checked="" type="checkbox"/> OUT N/A	Required records available: shellstock tags, parasite destruction	2	1	0
Protection from Contamination .2653, .2654					
15	<input checked="" type="checkbox"/> OUT N/A N/O	Food separated & protected	3	1.5	0
16	<input checked="" type="checkbox"/> OUT	Food-contact surfaces: cleaned & sanitized	3	1.5	0
17	<input checked="" type="checkbox"/> OUT	Proper disposition of returned, previously served, reconditioned & unsafe food	2	1	0
Potentially Hazardous Food Time/Temperature .2653					
18	<input checked="" type="checkbox"/> OUT N/A N/O	Proper cooking time & temperatures	3	1.5	0
19	<input checked="" type="checkbox"/> OUT N/A N/O	Proper reheating procedures for hot holding	3	1.5	0
20	<input checked="" type="checkbox"/> OUT N/A N/O	Proper cooling time & temperatures	3	1.5	0
21	<input checked="" type="checkbox"/> OUT N/A N/O	Proper hot holding temperatures	3	1.5	0
22	<input checked="" type="checkbox"/> OUT N/A N/O	Proper cold holding temperatures	3	1.5	0
23	<input checked="" type="checkbox"/> OUT N/A N/O	Proper date marking & disposition	3	1.5	0
24	<input checked="" type="checkbox"/> OUT N/A N/O	Time as a Public Health Control; procedures & records	3	1.5	0
Consumer Advisory .2653					
25	<input checked="" type="checkbox"/> OUT N/A	Consumer advisory provided for raw/undercooked foods	1	0.5	0
Highly Susceptible Populations .2653					
26	<input checked="" type="checkbox"/> OUT N/A	Pasteurized foods used; prohibited foods not offered	3	1.5	0
Chemical .2653, .2657					
27	<input checked="" type="checkbox"/> OUT N/A	Food additives: approved & properly used	1	0.5	0
28	<input checked="" type="checkbox"/> OUT N/A	Toxic substances properly identified stored & used	2	1	0
Conformance with Approved Procedures .2653, .2654, .2658					
29	<input checked="" type="checkbox"/> 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 .2653, .2655, .2658					
30	<input checked="" type="checkbox"/> IN OUT N/A	Pasteurized eggs used where required	1	0.5	0
31	<input checked="" type="checkbox"/> OUT	Water and ice from approved source	2	1	0
32	<input checked="" type="checkbox"/> IN OUT N/A	Variance obtained for specialized processing methods	2	1	0
Food Temperature Control .2653, .2654					
33	<input checked="" type="checkbox"/> OUT	Proper cooling methods used; adequate equipment for temperature control	1	0.5	0
34	<input checked="" type="checkbox"/> OUT N/A N/O	Plant food properly cooked for hot holding	1	0.5	0
35	<input checked="" type="checkbox"/> OUT N/A N/O	Approved thawing methods used	1	0.5	0
36	<input checked="" type="checkbox"/> OUT	Thermometers provided & accurate	1	0.5	0
Food Identification .2653					
37	<input checked="" type="checkbox"/> OUT	Food properly labeled: original container	2	1	0
Prevention of Food Contamination .2652, .2653, .2654, .2656, .2657					
38	<input checked="" type="checkbox"/> OUT	Insects & rodents not present; no unauthorized animals	2	1	0
39	<input checked="" type="checkbox"/> OUT	Contamination prevented during food preparation, storage & display	2	1	0
40	<input checked="" type="checkbox"/> OUT	Personal cleanliness	1	0.5	0
41	<input checked="" type="checkbox"/> OUT	Wiping cloths: properly used & stored	1	0.5	0
42	<input checked="" type="checkbox"/> OUT N/A	Washing fruits & vegetables	1	0.5	0
Proper Use of Utensils .2653, .2654					
43	<input checked="" type="checkbox"/> OUT	In-use utensils: properly stored	1	0.5	0
44	<input checked="" type="checkbox"/> OUT	Utensils, equipment & linens: properly stored, dried & handled	1	0.5	0
45	<input checked="" type="checkbox"/> OUT	Single-use & single-service articles: properly stored & used	1	0.5	0
46	<input checked="" type="checkbox"/> OUT	Gloves used properly	1	0.5	0
Utensils and Equipment .2653, .2654, .2663					
47	<input checked="" type="checkbox"/> OUT	Equipment, food & non-food contact surfaces approved, cleanable, properly designed, constructed & used	1	0.5	0
48	<input checked="" type="checkbox"/> OUT	Warewashing facilities: installed, maintained & used; test strips	1	0.5	0
49	<input checked="" type="checkbox"/> OUT	Non-food contact surfaces clean	1	0.5	0
Physical Facilities .2654, .2655, .2656					
50	<input checked="" type="checkbox"/> OUT N/A	Hot & cold water available; adequate pressure	1	0.5	0
51	<input checked="" type="checkbox"/> OUT	Plumbing installed; proper backflow devices	2	1	0
52	<input checked="" type="checkbox"/> OUT	Sewage & wastewater properly disposed	2	1	0
53	<input checked="" type="checkbox"/> OUT N/A	Toilet facilities: properly constructed, supplied & cleaned	1	0.5	0
54	<input checked="" type="checkbox"/> OUT	Garbage & refuse properly disposed; facilities maintained	1	0.5	0
55	<input checked="" type="checkbox"/> OUT	Physical facilities installed, maintained & clean	1	0.5	0
56	<input checked="" type="checkbox"/> OUT	Meets ventilation & lighting requirements; designated areas used	1	0.5	0
TOTAL DEDUCTIONS:					0



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Page 1 of Food Establishment Inspection Report, 12/2023



Establishment Name: SMASH MASTERS

Location Address: PO BOX 432

City: BUNN State: NC

County: 35 Franklin Zip: 27508

Wastewater System: ☒ Municipal/Community ☐ On-Site System

Water Supply: ☒ Municipal/Community ☐ On-Site System

Permittee: SMASH MASTERS

Telephone: (919) 414-9170

☒ Inspection ☐ Re-Inspection Date: 10/18/2024

☐ Educational Visit Status Code: A

Comment Addendum Attached? ☐ Category #: II

Email 1: smashmastersfood@gmail.com

Email 2: _____

Email 3: _____

[illegible]

And
CV

Authorize final report to
be received via Email:

Establishment Name: SMASH MASTERS

Location Address: PO BOX 432

City: BUNN State: NC

County: 35 Franklin Zip: 27508

Wastewater System: ☒ Municipal/Community ☐ On-Site System

Water Supply: ☒ Municipal/Community ☐ On-Site System

Permittee: SMASH MASTERS

Telephone: (919) 414-9170

Email 3:

[illegible]



Request for Town Council Action

Consent **Application**
Agenda **for**
Item: **Temporary**
 Use Permit
Date: **10/07/2025**

Subject: Bulldog Harley-Davidson

Department: Planning Department

Presented by: Planning Director – Stephen Wensman

Presentation: Consent Agenda Item

Issue Statement

The Council is being asked to allow Bulldog Harley-Davidson to hold a Chrome Saturday Event on November 29, 2025.

Financial Impact

None

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



Staff Report

**Consent
Agenda
Item:** **Application
for
Temporary
Use Permit**

Bulldog Harley-Davidson is requesting to hold a Chrome Saturday Event at 1043 Outlet Center Drive on November 29, 2025. This event will run from 11:00 am to 4:00 pm. Gents Bounty BBQ Food Truck will be present to sell food. Two beers will be given away to customers age 21 and older. No amplified sound will be used.



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

- ☐ Special Event
- ☐ Town recognized event
 - ☐ Over 100 people in attendance
 - ☐ Live Band or Amplified Sound
 - ☐ Requires closure or blockage of Town Street
 - ☒ Involves Food Trucks
 - ☐ Requires Security (potential safety, security concerns)
 - ☐ Involves structures larger than 200 square feet and canopies larger than 400 square
 - ☐ 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) _____

Income SATURDAY
Name of Event

1043 Outlet Center Dr Smithfield, NC 27577
Location of Event/Use (exact street address)

APPLICANT:

Name Michelle Winn
Address 1043 Outlet Center Dr
Phone number 919-938-1592
Email address Michelle@bulldogharleydavidson.com
Event date 11/29

PROPERTY OWNER:

Name Carson Baker
Address 1508 Hope Mills Rd, Fayetteville, NC 28304
Phone number 9107348504
Email address Carson@bulldogharleydavidson.com

Event start and end time 11am-4pm
Event set up and clean up time 8am-4:30
Sound Amplification Type _____
Sound Amplification Start and End Times _____

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 (if applicable) 1
Gents Bounty BBQ
(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)? No

If any town streets require closure, please list all street names. N/A

Are event trash cans needed? Y or N How many? ^N_____

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

We will have a food truck onsite for guests to the dealership

2 beers per person at event

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.

Michelle Winn

Applicant's Name (Print)

Michael Ho
Signature

9119125

Date _____

Town Planning Director Signature:

Sept 11/20

Date:

9/23/25

OWNERS AUTHORIZATION

I hereby give CONSENT to Bulldog HD (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) CFB Powersports, LLC
Address 1043 Outlet Center Dr Zip 27577
Phone Number 919-938-1592 Email carson@bulldoghartery.com
Signature: [Signature] Date: 9/19/25

OWNER'S CONSENT FORM

Name of Event: Chrome Saturday Submittal Date: 9/19/25

OWNERS AUTHORIZATION

I hereby give CONSENT to Bulldog HD (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]
Signature of Owner

Carson Baker
Print Name

9/19/25
Date

Food Establishment Inspection Report

Score: 99

Establishment Name: GENTS' BOUNTY BBQ LLC

Establishment ID: 6096030139

Location Address: 718 BUCK SWAMP RD

City: GOLDSBORO State: North Carolina

Zip: 27530 County: 96 Wayne

Permittee: WILLIAM VANSKIKE

Telephone: (919) 750-2812

☒ Inspection ☐ Re-Inspection ☐ Educational Visit

Wastewater System:

☒ Municipal/Community ☐ On-Site System

Water Supply:

☒ Municipal/Community ☐ On-Site Supply

Date: 08/22/2024

Status Code: A

Time In: 4:45 PM

Time Out: 5:25 PM

Category#: III

FDA Establishment Type:

No. of Risk Factor/Intervention Violations: 1

No. of Repeat Risk Factor/Intervention Violations: 0

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 .2652					
1	<input checked="" type="checkbox"/> OUT N/A	PIC Present, demonstrates knowledge, & performs duties	1	0	
2	<input checked="" type="checkbox"/> OUT N/A	Certified Food Protection Manager	1	0	
Employee Health .2652					
3	<input checked="" type="checkbox"/> OUT	Management, food & conditional employee; knowledge, responsibilities & reporting	2	1	0
4	<input checked="" type="checkbox"/> OUT	Proper use of reporting, restriction & exclusion	3	1.5	0
5	<input checked="" type="checkbox"/> OUT	Procedures for responding to vomiting & diarrheal events	1	0.5	0
Good Hygienic Practices .2652, .2653					
6	<input checked="" type="checkbox"/> OUT	Proper eating, tasting, drinking or tobacco use	1	0.5	0
7	<input checked="" type="checkbox"/> OUT	No discharge from eyes, nose, and mouth	1	0.5	0
Preventing Contamination by Hands .2652, .2653, .2655, .2656					
8	<input checked="" type="checkbox"/> OUT	Hands clean & properly washed	4	2	0
9	<input checked="" type="checkbox"/> OUT N/A N/O	No bare hand contact with RTE foods or pre-approved alternate procedure properly followed	4	2	0
10	<input checked="" type="checkbox"/> IN OUT N/A	Handwashing sinks supplied & accessible	2	X	0 X
Approved Source .2653, .2655					
11	<input checked="" type="checkbox"/> OUT	Food obtained from approved source	2	1	0
12	<input checked="" type="checkbox"/> IN OUT	Food received at proper temperature	2	1	0
13	<input checked="" type="checkbox"/> OUT	Food in good condition, safe & unadulterated	2	1	0
14	<input checked="" type="checkbox"/> IN OUT N/A N/O	Required records available: shellstock tags, parasite destruction	2	1	0
Protection from Contamination .2653, .2654					
15	<input checked="" type="checkbox"/> OUT N/A N/O	Food separated & protected	3	1.5	0
16	<input checked="" type="checkbox"/> OUT	Food-contact surfaces: cleaned & sanitized	3	1.5	0
17	<input checked="" type="checkbox"/> OUT	Proper disposition of returned, previously served, reconditioned & unsafe food	2	1	0
Potentially Hazardous Food Time/Temperature .2653					
18	<input checked="" type="checkbox"/> IN OUT N/A N/O	Proper cooking time & temperatures	3	1.5	0
19	<input checked="" type="checkbox"/> OUT N/A N/O	Proper reheating procedures for hot holding	3	1.5	0
20	<input checked="" type="checkbox"/> IN OUT N/A N/O	Proper cooling time & temperatures	3	1.5	0
21	<input checked="" type="checkbox"/> OUT N/A N/O	Proper hot holding temperatures	3	1.5	0
22	<input checked="" type="checkbox"/> OUT N/A N/O	Proper cold holding temperatures	3	1.5	0
23	<input checked="" type="checkbox"/> OUT N/A N/O	Proper date marking & disposition	3	1.5	0
24	<input checked="" type="checkbox"/> IN OUT N/A N/O	Time as a Public Health Control; procedures & records	3	1.5	0
Consumer Advisory .2653					
25	<input checked="" type="checkbox"/> IN OUT N/A	Consumer advisory provided for raw/undercooked foods	1	0.5	0
Highly Susceptible Populations .2653					
26	<input checked="" type="checkbox"/> IN OUT N/A	Pasteurized foods used; prohibited foods not offered	3	1.5	0
Chemical .2653, .2657					
27	<input checked="" type="checkbox"/> IN OUT N/A	Food additives: approved & properly used	1	0.5	0
28	<input checked="" type="checkbox"/> OUT N/A	Toxic substances properly identified stored & used	2	1	0
Conformance with Approved Procedures .2653, .2654, .2658					
29	<input checked="" type="checkbox"/> 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 .2653, .2655, .2658					
30	<input checked="" type="checkbox"/> IN OUT N/A	Pasteurized eggs used where required	1	0.5	0
31	<input checked="" type="checkbox"/> OUT	Water and ice from approved source	2	1	0
32	<input checked="" type="checkbox"/> IN OUT N/A	Variance obtained for specialized processing methods	2	1	0
Food Temperature Control .2653, .2654					
33	<input checked="" type="checkbox"/> OUT	Proper cooling methods used; adequate equipment for temperature control	1	0.5	0
34	<input checked="" type="checkbox"/> IN OUT N/A N/O	Plant food properly cooked for hot holding	1	0.5	0
35	<input checked="" type="checkbox"/> IN OUT N/A N/O	Approved thawing methods used	1	0.5	0
36	<input checked="" type="checkbox"/> OUT	Thermometers provided & accurate	1	0.5	0
Food Identification .2653					
37	<input checked="" type="checkbox"/> OUT	Food properly labeled: original container	2	1	0
Prevention of Food Contamination .2652, .2653, .2654, .2656, .2657					
38	<input checked="" type="checkbox"/> IN OUT	Insects & rodents not present; no unauthorized animals	2	1	X
39	<input checked="" type="checkbox"/> OUT	Contamination prevented during food preparation, storage & display	2	1	0
40	<input checked="" type="checkbox"/> OUT	Personal cleanliness	1	0.5	0
41	<input checked="" type="checkbox"/> OUT	Wiping cloths: properly used & stored	1	0.5	0
42	<input checked="" type="checkbox"/> OUT N/A	Washing fruits & vegetables	1	0.5	0
Proper Use of Utensils .2653, .2654					
43	<input checked="" type="checkbox"/> OUT	In-use utensils: properly stored	1	0.5	0
44	<input checked="" type="checkbox"/> OUT	Utensils, equipment & linens: properly stored, dried & handled	1	0.5	0
45	<input checked="" type="checkbox"/> OUT	Single-use & single-service articles: properly stored & used	1	0.5	0
46	<input checked="" type="checkbox"/> OUT	Gloves used properly	1	0.5	0
Utensils and Equipment .2653, .2654, .2663					
47	<input checked="" type="checkbox"/> OUT	Equipment, food & non-food contact surfaces approved, cleanable, properly designed, constructed & used	1	0.5	0
48	<input checked="" type="checkbox"/> OUT	Warewashing facilities: installed, maintained & used; test strips	1	0.5	0
49	<input checked="" type="checkbox"/> OUT	Non-food contact surfaces clean	1	0.5	0
Physical Facilities .2654, .2655, .2656					
50	<input checked="" type="checkbox"/> OUT N/A	Hot & cold water available; adequate pressure	1	0.5	0
51	<input checked="" type="checkbox"/> OUT	Plumbing installed; proper backflow devices	2	1	0
52	<input checked="" type="checkbox"/> OUT	Sewage & wastewater properly disposed	2	1	0
53	<input checked="" type="checkbox"/> OUT N/A	Toilet facilities: properly constructed, supplied & cleaned	1	0.5	0
54	<input checked="" type="checkbox"/> OUT	Garbage & refuse properly disposed; facilities maintained	1	0.5	0
55	<input checked="" type="checkbox"/> OUT	Physical facilities installed, maintained & clean	1	0.5	0
56	<input checked="" type="checkbox"/> OUT	Meets ventilation & lighting requirements; designated areas used	1	0.5	0
TOTAL DEDUCTIONS:					1



North Carolina Department of Health & Human Services • Division of Public Health • Environmental Health Section • Food Protection


Program DHHS is an equal opportunity employer.

Page 1 of Food Establishment Inspection Report, 12/2023




Establishment Name: <u>GENTS' BOUNTY BBQ LLC</u>		Establishment ID: <u>6096030139</u>	
Location Address: <u>718 BUCK SWAMP RD</u>		<input checked="" type="checkbox"/> Inspection	<input type="checkbox"/> Re-Inspection
City: <u>GOLDSBORO</u> State: <u>NC</u>		Date: <u>08/22/2024</u>	
County: <u>96 Wayne</u> Zip: <u>27530</u>		<input type="checkbox"/> Educational Visit	Status Code: <u>A</u>
Wastewater System: <input checked="" type="checkbox"/> Municipal/Community <input type="checkbox"/> On-Site System		Comment Addendum Attached? <input checked="" type="checkbox"/>	Category #: <u>III</u>
Water Supply: <input checked="" type="checkbox"/> Municipal/Community <input type="checkbox"/> On-Site System		Email 1: <u>gentsbountybbq@gmail.com</u>	
Permittee: <u>WILLIAM VANSKIKE</u>		Email 2:	
Telephone: <u>(919) 750-2812</u>		Email 3:	

[illegible]


Flanzer

Priority Foundation: 09/01/2024 Core:

al report to
via Email: 

Comment Addendum to Inspection Report

Establishment Name: GENTS' BOUNTY BBQ LLC

Establishment ID: 6096030139

Date: 08/22/2024 **Time In:** 4:45 PM **Time Out:** 5:25 PM

Observations and Corrective Actions

Violations cited in this report must be corrected within the time frames below, or as stated in sections 8-405.11 of the food code.

10 5-205.11 Using a Handwashing Sink - Operation and Maintenance (Pf); Items stored in hand wash sink upon arrival for inspection. Keep hand wash sink open at all times for hand washing. CDI-Items were removed from hand wash sink.

38 6-501.111 Controlling Pests (Pf); Flies in mobile food truck; eliminate flies.




CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
09/20/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER  Brian Allen 807 Royall Avenue Goldsboro NC 275342537		CONTACT NAME: Brian Allen PHONE (A/C, No, Ext): 919-778-2300 FAX (A/C, No): E-MAIL: brian.allen.vaahil@statefarm.com ADDRESS: INSURER(S) AFFORDING COVERAGE INSURER A: State Farm Fire and Casualty Company NAIC #: 25143 INSURER B: State Farm Mutual Automobile Insurance Company NAIC #: 25178 INSURER C: INSURER D: INSURER E: INSURER F:	
INSURED GENTS BOUNTY BBQ LLC 718 BUCK SWAMP RD GOLDSBORO NC 275308037			

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADD INSD	SUB WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	N	N	93-AP-F122-0	08/15/2024	08/15/2025	EACH OCCURRENCE \$ 1,000,000
	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000						
	MED EXP (Any one person) \$ 5,000						
	PERSONAL & ADV INJURY \$ 1,000,000						
GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:							GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COMP/OP AGG \$ 2,000,000
B	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY	N	N	473 0899-E07-33	05/07/2024	11/07/2024	COMBINED SINGLE LIMIT (Ea accident) \$
	BODILY INJURY (Per person) \$						
	BODILY INJURY (Per accident) \$						
	PROPERTY DAMAGE (Per accident) \$						
UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DED \$ RETENTION \$							EACH OCCURRENCE \$
							AGGREGATE \$
WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N	N/A				PER STATUTE \$
							OTH-ER \$
							E.L. EACH ACCIDENT \$
							E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

This form was system-generated on 09/20/2024

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ACORD 25 (2016/03)

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1001486 2005 155279 205 01-19-2023



Request for Town Council Action

Consent Agenda Item:	New Hire/ Vacancy Report
Date:	10/07/2025

Subject: New Hire Report
Department: General Government – Human Resources Director
Presented by: Human Resources Director – Shannan Parrish
Presentation: Consent Agenda Item

Issue Statement

When an employee is hired, the Town Manager or Department Head shall report the hire to the Town Council by including the item on the Consent Agenda of the next scheduled monthly Town Council meeting.

Financial Impact

All salaries were budgeted for FY 2025-2026

Action Needed

The Town Council is asked to acknowledge that the following vacancies have been successfully filled in accordance with the adopted FY 2025–2026 Budget.

Recommendation

Staff recommends that the Town Council acknowledge the positions that have been successfully filled in accordance with the adopted FY 2025–2026 Budget and take note of the current vacancies.

Approved: ☒ Town Manager ☐ Town Attorney

Attachments:

1. Staff Report



Staff Report

Consent Agenda Item:	New Hire/Vacancy Report
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Filled Positions

The Town Council is informed that the following positions have been successfully filled in accordance with the Adopted FY 2025–2026 Budget. This information is provided to formally acknowledge staffing updates and to maintain transparency in the hiring process.

<u>Full Time - Position</u>	<u>Department</u>	<u>Budget Line</u>	<u>Rate of Pay</u>
Admin. Support Specialist	SRAC	10-60-5220-5100-0200	\$ 48,500.00/yr.
Construction Inspector /Utility Line Locator	Public Utilities	30-71-7220-5100-0200 31-72-7230-5100-0200	\$ 54,026.29/yr.
Police Officer (1 position)	Police	10-20-5100-5100-0200	\$ 60,014.24/yr.
Fire Inspector	Fire	10-20-5300-5100-0200	\$ 61,755.20/yr.
Public Works Crew Leader	PW – Streets	10-30-5600-5100-0200	\$ 50,502.40/yr.
Sanitation Worker	PW – Sanitation	10-40-5800-5100-0200	\$ 36,004.80/yr.

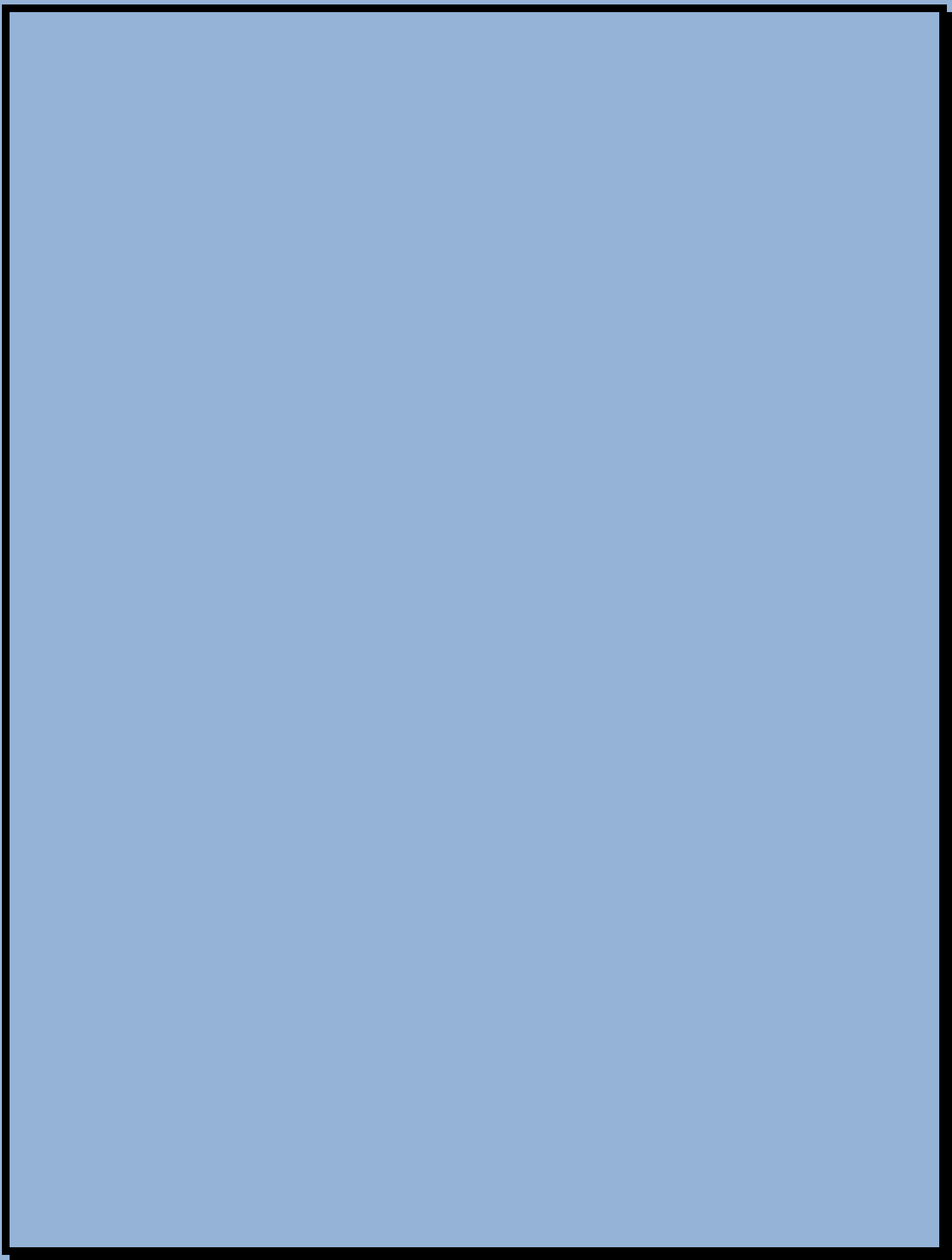
<u>Part Time – Position</u>	<u>Department</u>	<u>Budget Line</u>	<u>Rate of Pay</u>
Firefighter I (2 positions)	Fire	10-20-5300-5100-0210	\$ 17.60/hr.
Parks & Rec Staff – General	P & R	10-60-6200-5100-0210	\$ 10.00/hr.
SRAC Staff – General (2 pos.)	SRAC	10-60-6220-5100-0210	\$ 12.00/hr.
SRAC Staff – Aquatics (2 pos.)	SRAC	10-60-6220-5100-0220	\$ 10.00/hr.

Current Vacancies

The Town Council is informed of the following current vacancies within the organization, which remain unfilled. These vacancies are reported to ensure transparency in staffing levels and to keep the Council apprised of ongoing recruitment efforts.

<u>Position</u>	<u>Department</u>	<u>Budget Line</u>
Deputy Police Chief	Police	10-20-5100-5100-0200
Police Officer (1 position)	Police	10-20-5100-5100-0200
Police Officer (GHSP 1 position)	Police	10-20-5100-5100-0200
Police Officer (SRO 1 position)	Police	10-20-5100-5100-0200
Firefighter (1 position)	Fire	10-20-5300-5100-0200
Sanitation Equipment Operator	Sanitation	10-40-5800-5100-0200
Recreation Center Supervisor	SRAC	10-60-5220-5100-0200
Utility Line Mechanic	PU – W/S	30-71-7220-5100-0200

Business Items





Request for Town Council Action

Business Item:	Baseball Venue
Date:	10/07/2025

Subject: Baseball Venue Design-Build RFQ and Selection
Department: Parks and Recreation Department
Presented by: Parks and Recreation Director - Gary Johnson
Presentation: Business Item

Issue Statement:

Consideration and Approval to negotiate with the selected firm for the design and construction of a baseball venue.

Financial Impact

Amount of Bid & Agreement: N/A at this time

Action Needed:

Consideration and Approval to enter into negotiations with selected firm for the design and construction of a baseball venue.

Recommendation:

Approval to enter into negotiations with selected firm for the design and construction of a baseball venue.

Approved: ☒ Town Manager ☐ Town Attorney

Attachments:

1. Staff Report
2. Request for Qualifications



Staff Report

Business	Baseball
Item	Venue
Date: 10/07/2025	

The Parks and Recreation Department issued a Request for Qualifications to select a design-build team to design and build a baseball venue at the Smithfield Community Park. The RFQ was advertised and 12 submittals were received with one being incomplete.

A Selection Committee reviewed and scored the Statements of Qualifications, shortlisting the number of statements to the top four. Those 4 teams have been invited to meet with the Selection Committee for an interview process to further demonstrate their qualifications to aid in the selection of a design-build team.

Interviews are scheduled for October 1st-3rd

The top four teams as scored by the committee were:

- Muter Construction
- Berry Building Group
- TA Loving Company
- EC Build / Ewing Cole

At the conclusion of the interviews, the Selection Committee will share their findings and recommend a firm to Council for selection.

REQUESTED ACTION: Approval to enter into negotiations with the selected design-build firm for the design and construction of a baseball venue.



REQUEST FOR QUALIFICATIONS

TOWN OF SMITHFIELD

BASEBALL VENUE PROJECT

Issue Date: September 5, 2025

Submission Deadline: September 22, 2025, 4:00 PM

Request for Qualifications (RFQ)

Design-Build for Smithfield Baseball Venue

Date of Issue: September 5, 2025

Due Date for Submissions: September 22, 2025, 4:00 PM EST

1.0 Introduction and Notice

Pursuant to N.C. Statute Sec. 143-128.1(A), the Town of Smithfield is soliciting proposals from qualified design-build teams interested in providing professional design and construction services for a New Collegiate Level Baseball Stadium for the Town of Smithfield. This RFQ provides complete information on the services being sought, the submittal requirements, and timeline. The Town of Smithfield is seeking qualifications from experienced and highly-qualified design-build firms or teams for the design and construction of a new, state-of-the-art baseball venue. The new facility will serve as a centerpiece for community sports and entertainment, accommodating Collegiate Summer League teams and other community events. The design-build approach is being utilized to leverage the expertise of a single team to expedite the project schedule and ensure a high-quality, cost-effective result.

2.0 Project Description

The project involves the design and construction of a new baseball stadium located at 1500 Buffalo Rd. within the Town of Smithfield, with other potential sites being considered. The facility should be designed to accommodate approximately 1,500 spectators and will include, but is not limited to:

- Installation of field surface (natural grass and / or synthetic), infield skin, pitcher's mound, bullpens, batter/catcher's box, and warning track. Verification of field layout according to NCAA rules is also required.
- Irrigation System: Design and installation by a qualified specialist.
- Field Accessories: Installation of bases, pitching rubber, base anchors, and home plate.
- Covered spectator seating, including a section for premium seating.
- Modern press box with media and broadcasting capabilities.
- Locker rooms for home and visiting teams.
- Concession stands and public restrooms.
- Merchandise retail space.
- Administrative offices and storage facilities.

- Sufficient parking for the public and staff.
- Outdoor gathering spaces and entry plazas.

The estimated project budget is approximately \$6,000,000.

3.0 Scope of Work

The selected design-build firm will be responsible for all aspects of the project, from initial design through final construction and commissioning. This includes, but is not limited to:

- **Design Services:** All architectural, structural, civil, mechanical, electrical, and plumbing engineering, as well as landscape architecture.
- **Permitting:** Obtaining all necessary permits from local, state, and federal agencies.
- **Construction:** All site preparation, grading, foundation work, utility connections, structural erection, finishes, and final landscaping.
- **Project Management:** Providing a single point of contact and overall management of the project schedule and budget.
- **Commissioning:** Ensuring all systems are fully functional and providing training to Town staff.

4.0 Submission Requirements

Interested firms and teams must submit a Statement of Qualifications (SOQ) that includes the following information. Submissions that do not contain all requested information may be considered non-responsive.

1. **Letter of Interest:** A cover letter expressing interest in the project and providing a primary point of contact.
2. **Firm Information:** A detailed profile of the lead design-build firm and all major sub-consultants.
3. **Project Team:** A list of key personnel, including their resumes, roles, and experience on similar projects.
4. **Relevant Experience:** A list of similar projects completed in the last five (5) years, including:
 - Project name and location.
 - Brief project description and scope.
 - Total project cost and schedule.
 - Client references with contact information.

5. **Financial Capability:** Unlimited Contractor's License; Evidence of the firm's financial stability, such as recent financial statements or a bank letter of credit.

5.0 Evaluation Criteria

The Town of Smithfield will evaluate the submitted SOQs based on the following criteria:

- Experience and qualifications of the design-build team on similar projects (40%)
- Key personnel's relevant experience and expertise (20%)
- Demonstrated understanding of the design-build process (15%)
- Proposed project approach and schedule (15%)
- Responsiveness to RFQ (10%)

6.0 Project Schedule (Tentative)

- **RFQ Issued:** September 5, 2025
- **Deadline for Questions:** September 15, 2025
- **Submissions Due:** September 22, 2025
- **Shortlist Announced:** September 26, 2025
- **Interviews/Proposals:** September 29 – October 3, 2025
- **Final Selection & Contract Award:** October 7, 2025

7.0 Historically Underutilized Business (HUB) Participation

The Town of Smithfield encourages and promotes the use of Historically Underutilized Businesses (HUB) in all aspects of this Design-Build Project in accordance with North Carolina General Statutes and the State of North Carolina HUB Office guidelines. Respondents are strongly encouraged to make a good faith effort to solicit participation from HUB firms and to document those efforts in their submittals.

Pursuant to N.C.G.S. Sec. 143-128.2 and Sec. 143-131, and consistent with the Town's commitment to fostering equitable economic opportunities, all prospective firms must:

1. **Actively seek HUB participation** through outreach to certified HUB contractors, subcontractors, and suppliers.
2. **Identify proposed HUB subcontractors** and the scope of work they will perform, where applicable.

The Town may require the selected design-build team to provide ongoing HUB participation reporting throughout the duration of the project. Failure to demonstrate good faith efforts to comply with HUB participation requirements may result in disqualification from consideration.

8.0 Contact Information

All questions and communications regarding this RFQ should be submitted in writing to:

Leah Moore, Administrative Specialist, Town of Smithfield [leah.moore@smithfield-nc.com]

9.0 Submission Information

Deadline for submission is: September 22, 2025, 4:00 PM EST

Five (5) Copies and one (1) USB drive should be submitted. Electronic Submissions will not be accepted.

Submission envelopes or packaging should be labeled "Smithfield Baseball Venue Project" and addressed:

Town of Smithfield

Attn: Gary Johnson

PO Box 2344

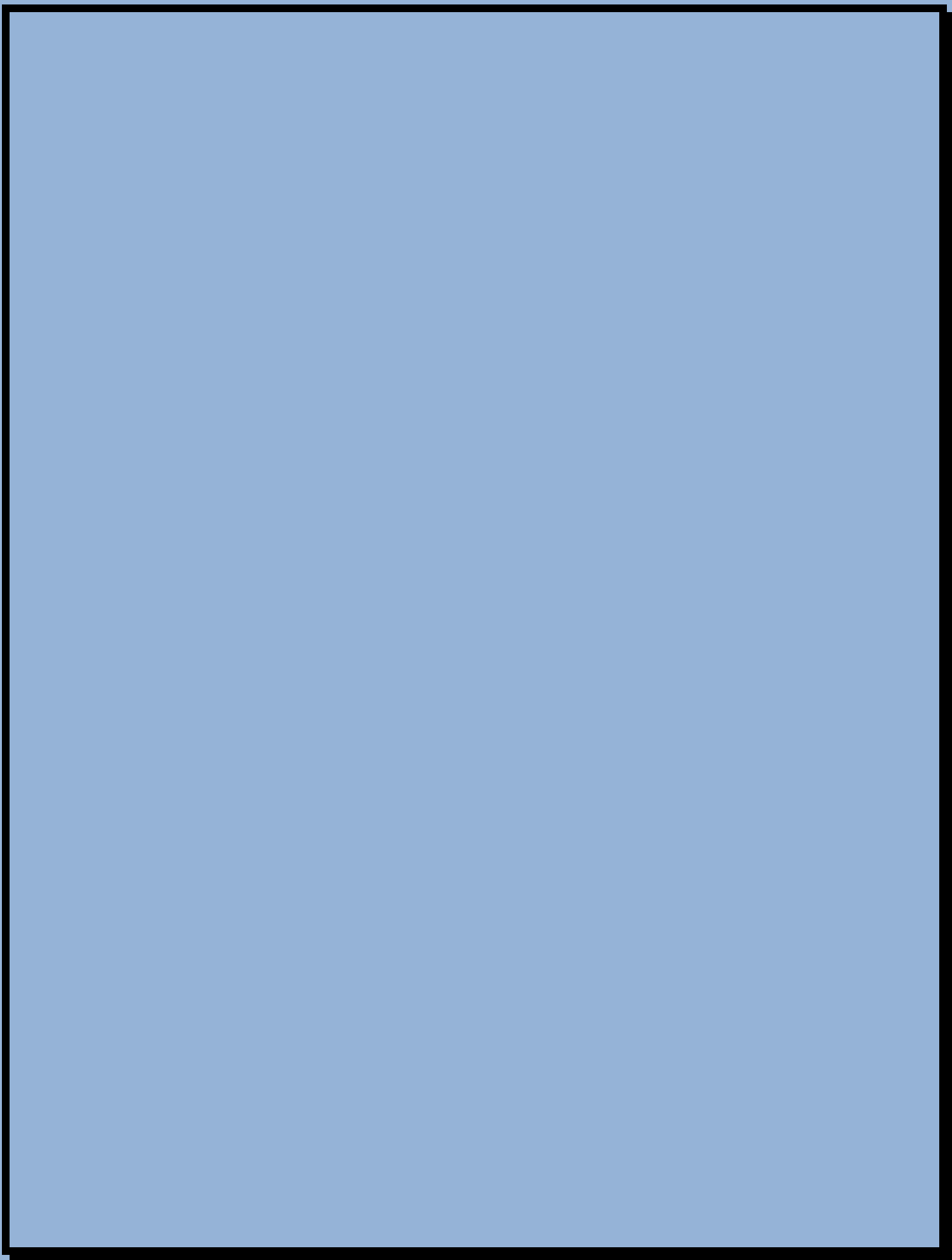
600 M. Durwood Stephenson Pkwy.

Smithfield, NC 27577

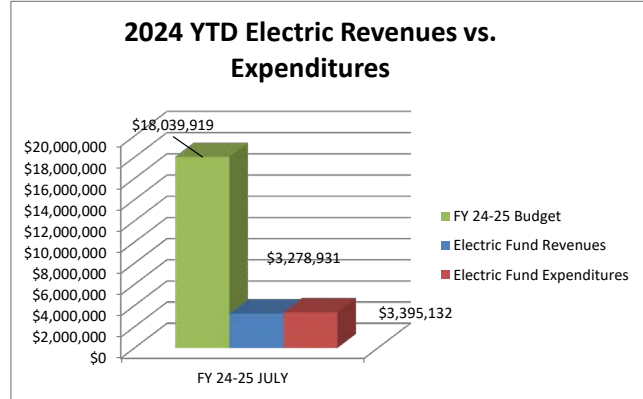
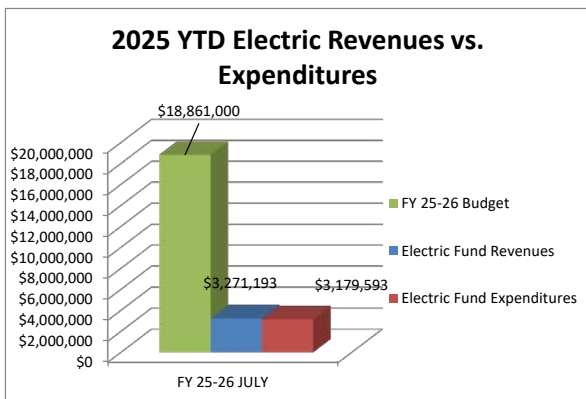
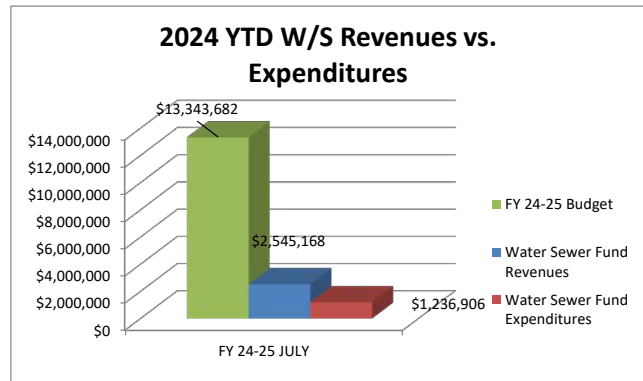
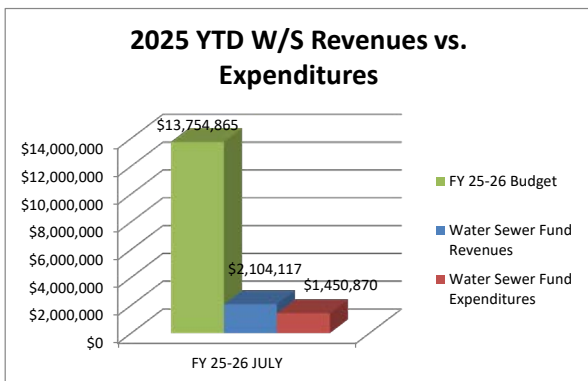
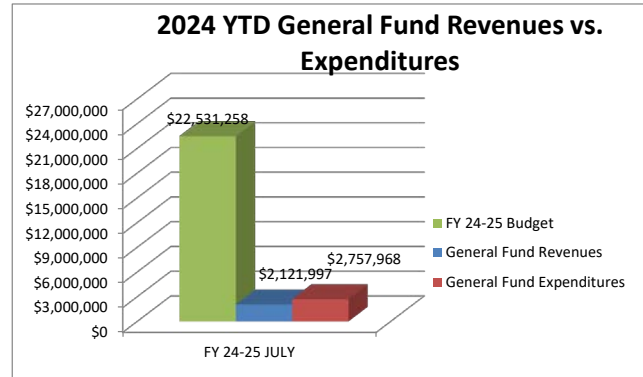
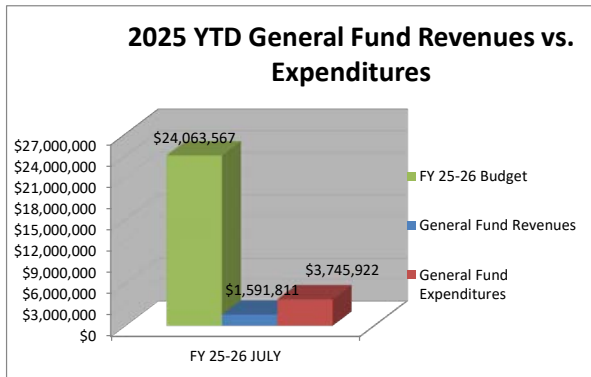
10.0 Proposed Site Location



Financial Report



Town of Smithfield Revenues vs. Expenditures



TOWN OF SMITHFIELD
MAJOR FUNDS FINANCIAL SUMMARY REPORT
August 31, 2025
Gauge: /12 or 100 Percent

16.67%

GENERAL FUND				
	Actual to Date FY '24-25	Budget FY '25-26	Actual to Date FY '25-26	YTD % Collected
Revenues				
Ad Valorem Taxes	\$ 659,849	\$ 10,603,600	\$ 164,856	1.55%
Other Taxes and Licenses	89,427	79,000	85,302	107.98%
Unrestricted Intergovernmental	678,042	5,286,400	782,084	14.79%
Restricted Intergovernmental	1,436	496,900	-	0.00%
Permits and Fees	491,628	2,775,800	463,248	16.69%
Investment Earnings	73,161	500,000	78,839	15.77%
Miscellaneous	60,347	911,867	17,482	1.92%
Transfer From Other Funds	-	755,000	-	0.00%
Sale of Fixed Assets	49,643	35,000	-	0.00%
Loan Proceeds	-	420,000	-	0.00%
Insurance Recovery	18,464			
Fund Balance Appropriated	-	2,200,000	-	0.00%
Total	\$ 2,121,997	\$ 24,063,567	\$ 1,591,811	6.62%

Gauge: /12 or 100 Percent

 $(2, 154, 111)$

Gauge: /12 or 100 Percent

16.67%

199YTD Fund Balance Increase (Decrease)

653,247

TOWN OF SMITHFIELD
MAJOR FUNDS FINANCIAL SUMMARY REPORT
August 31, 2025
Gauge: /12 or 100 Percent

16.67%

ELECTRIC FUND

Revenues	Actual to Date FY '24-25	Budget FY '25-26	Actual to Date FY '25-26	YTD % Collected
Electric Sales	\$ 3,170,707	\$ 18,320,000	\$ 3,190,619	17.42%
Connection Fees	15,725	86,000	15,075	17.53%
Miscellaneous	22,578	115,000	24,534	21.33%
Penalties	13,547	90,000	15,564	17.29%
Investment earnings	49,483	250,000	25,401	10.16%
Sale of Fixed Assets	-	-	-	#DIV/0!
Insurance Recovery	6,891	-	-	#DIV/0!
Fund Balance Appropriated	-	-	-	#DIV/0!
Total	\$ 3,278,931	\$ 18,861,000	\$ 3,271,193	17.34%

200

Expenditures	Actual to Date FY '24-25	Budget FY '25-26	Actual to Date FY '25-26	YTD % Spent
Administration/Operations	\$ 588,840	\$ 3,563,414	\$ 887,570	24.91%
Purchased Power - Non Demand	1,019,175	13,100,000	2,292,023	17.50%
Purchased Power - Demand	1,251,836	-	-	#DIV/0!
Purchased Power - Debt	192,696	-	-	#DIV/0!
Debt Service	342,585	342,586	-	0.00%
Capital Outlay	-	600,000	-	0.00%
Transfers to Electric Capital Project Fund	-	1,150,000	-	0.00%
Transfers to Electric Capital Reserve Fund	-	-	-	#DIV/0!
Transfers to General Fund	-	105,000	-	0.00%
Total	\$ 3,395,132	\$ 18,861,000	\$ 3,179,593	16.86%

YTD Fund Balance Increase (Decrease)

(116,201) - 91,600

TOWN OF SMITHFIELD
MAJOR FUNDS FINANCIAL SUMMARY REPORT
August 31, 2025
Gauge: /12 or 100 Percent

16.67%

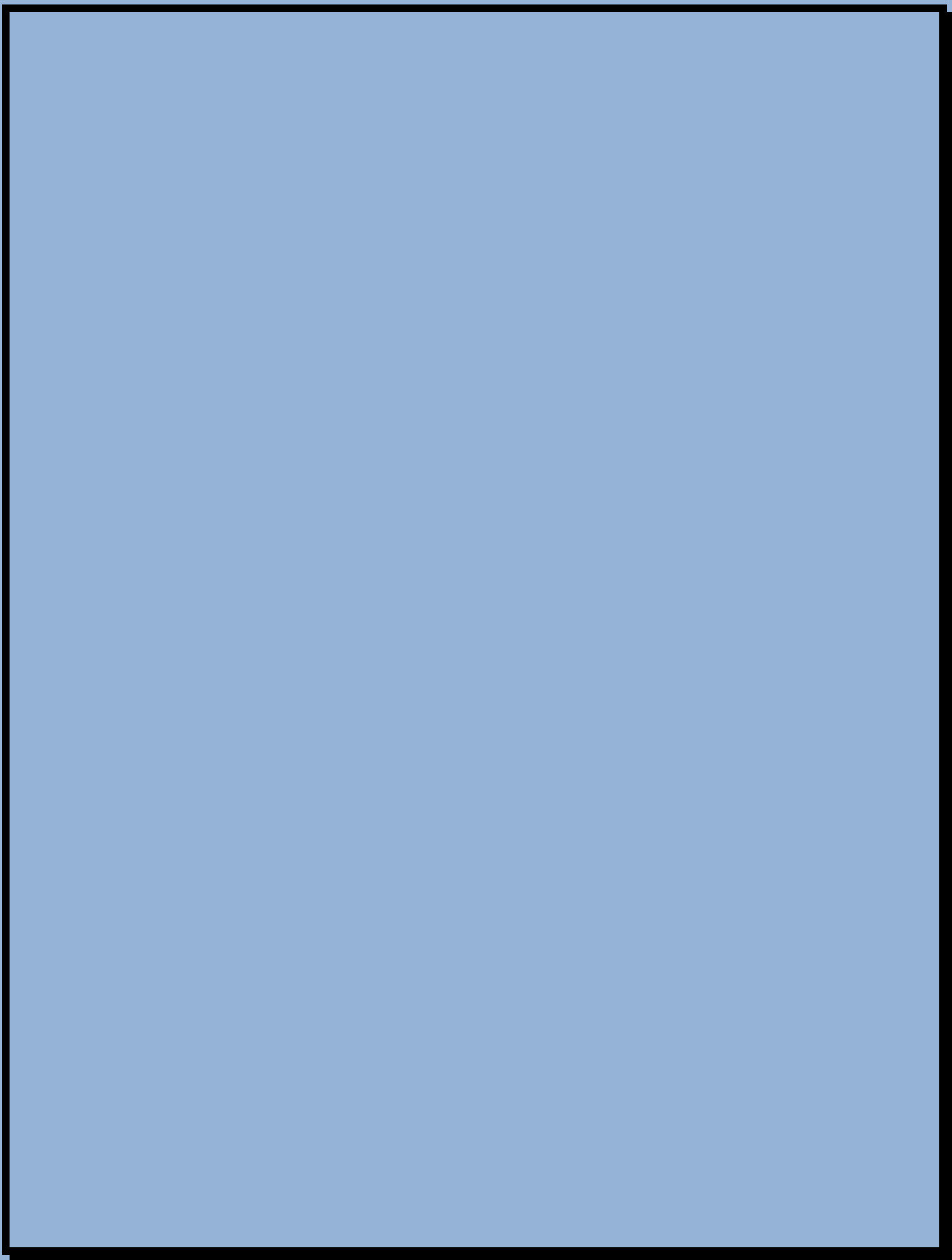
CASH AND INVESTMENTS FOR AUGUST 2025			
General Fund (Includes P. Bill and ARPA)	22,517,559		
Water and Sewer Fund	15,563,352		
Electric Fund	12,298,832		
NCOBM Fund (21)	489,496		
JB George Endowment (40)	143,927		
Water Plant Expansion (43)	954,817		
Capital Project Fund: Wtr/Sewer (45)	1,146,385		
Capital Project Fund: General (46)	419,226		
Capital Project Fund: Electric (47)	(12,856)		
FEMA Acquisitions and Elevations (48)	550		
Firemen Relief Fund (50)	106,202		
Fire District Fund (51)	153,333		
Water and Sewer Capital Reserve Fund (70)	1,369,968		
Electric Fund Capital Reserve Fund (71)	200,000	1st CITIZENS	37,640,962 1.75% / 4.29%
General Capital Reserve Fund (72)	671,865	NCCMT	5,636,321 5.000%
Total	56,022,656	KS BANK	2,443,662 3.00%
		TRUIST	10,301,711 3.25%
			\$ 56,022,656

Account Balances Confirmed By Finance Director on

9/28/2025

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Department Reports



FINANCE DEPARTMENTAL REPORT FOR AUGUST 2025

ACCOMPLISHMENTS

- 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), approximately \$2,000 in bank service charges (General, Water Sewer, Electric Fund), and \$1,300 in telephone charges
- 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
- Drafted the revised employee handbook for manager, human resource director, and council approval
- Assisted with the phone and internet implementation projects
- Set up capital reserve funds for general statute compliance
- Wrote financial statements and made substantial corrections to the accounting records
- Corrected pre-tax and post-tax payroll deductions for affected full time employees
- Improved service order process between customer service representatives and utility technician via e-mailing service orders
- Converted Planning Board and Board of Adjustments to Payroll to comply with IRS regulations
- Wrote required ARPA Policies approved by the board
- Implemented purchase card program for each department

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
- In process of comprehensive inventory of fixed assets for all departments
- In process of comprehensive inventory of IT hardware and software town wide
- In process of working with Town Clerk and Town Manager to properly account for capital project funds
- In process of working to implement online payments with PIO for various departments including planning and fire inspection fees
- In process of implementing a training plan for each employee in finance and customer service departments

FINANCE DEPARTMENTAL REPORT FOR AUGUST 2025 (CONTINUED)
WORK IN PROGRESS (CONTINUED)

- In process of changing the deposit procedures to save additional bank charges and increase the average daily balance to increase interest income

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



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

Permit Summary Report for August 2025

Permit Type	# Issued	Permit Fees
Total Right-of-Way Encroachment Application	1	\$300
Major Site Plan	1	\$600
Zoning:		
Commercial & Multi-Family Zoning	5	\$500
Land Use	13	\$1300
Sign	12	\$600
Single Family & Two Family Zoning	37	\$925
Zoning Permit Application:		
Land Use	2	\$200
New Construction	2	\$125
Report Period Total:	73	\$4550.00
Fiscal YTD Total:	105	\$6550

Individual Permit Breakdown for August 1st – August 31st 2025

Permit Type	Sub Type	Permit#	Address	Issue Date	Permit Fee
Right-of-Way Encroachment Application	Other	RWE25-000002	Outlet Center Drive	08/29/2025	300
Right-of-Way Encroachment Application Total				1	300
Site Plan	Major Site Plan	SP25-000019	3101 Swift Creek Road	08/08/2025	600
Site Plan Total				1	600
Zoning	Commercial & Multi-Family Zoning	Z25-000328	540 North Street	08/18/2025	100
Zoning	Commercial & Multi-	Z25-000334	211 East Rose Street	08/22/2025	100

	Family Zoning				
Zoning	Commercial & Multi-Family Zoning	Z25-000335	825 Brogden Road	08/22/2025	100
Zoning	Commercial & Multi-Family Zoning	Z25-000339	3250 West US-70 Business	08/25/2025	100
Zoning	Commercial & Multi-Family Zoning	Z25-000322	601-C North Eighth Street	08/14/2025	100
Zoning Total	Commercial & Multi-Family Zoning Total			5	500
Zoning	Land Use	Z25-000358	707 Lassiter Street	08/29/2025	100
Zoning	Land Use	Z25-000314	515 Outlet Center Drive	08/08/2025	100
Zoning	Land Use	Z25-000312	259-D Venture Drive	08/06/2025	100
Zoning	Land Use	Z25-000316	1418 Wal Pat Road	08/08/2025	100
Zoning	Land Use	Z25-000291	141 South Third Street	08/01/2025	100
Zoning	Land Use	Z25-000292	1245 Outlet Center Drive	08/01/2025	100
Zoning	Land Use	Z25-000340	837 South Brightleaf Boulevard	08/25/2025	100
Zoning	Land Use	Z25-000336	14 Noble Street	08/22/2025	100
Zoning	Land Use	Z25-000331	711 East Rose Street Unit F	08/21/2025	100
Zoning	Land Use	Z25-000332	711 East Rose Street Unit G	08/21/2025	100
Zoning	Land Use	Z25-000346	312 East Market Street	08/28/2025	100
Zoning	Land Use	Z25-000348	809 Brogden Road	08/28/2025	100
Zoning	Land Use	Z25-000349	710 Wilkins Street	08/28/2025	100
Zoning Total	Land Use Total			13	1300
Zoning	Sign	Z25-000311	1273 North Brightleaf Boulevard	08/06/2025	50
Zoning	Sign	Z25-000344	2103 South Brightleaf Boulevard	08/28/2025	50
Zoning	Sign	Z25-000345	1016 North Brightleaf Boulevard	08/28/2025	50
Zoning	Sign	Z25-000326	1025 Outlet Center Drive Unit 130	08/15/2025	50

Zoning	Sign	Z25-000327	1699 Booker Dairy Road	08/15/2025	50
Zoning	Sign	Z25-000329	1416 Wal-Pat Road	08/19/2025	50
Zoning	Sign	Z25-000330	1416 Wal-Pat Road	08/19/2025	50
Zoning	Sign	Z25-000337	71 Galilee Road	08/22/2025	50
Zoning	Sign	Z25-000342	245 College Road	08/26/2025	50
Zoning	Sign	Z25-000317	1336 North Brightleaf Boulevard	08/08/2025	50
Zoning	Sign	Z25-000324	2271 Swift Creek Road	08/14/2025	50
Zoning	Sign	Z25-000321	703 East Market Street	08/11/2025	50
Zoning Total	Sign Total			12	600
Zoning	Single Family & Two Family Zoning	Z25-000359	169 Caitlyn Parkway	08/29/2025	25
Zoning	Single Family & Two Family Zoning	Z25-000325	129 McCoy Drive	08/14/2025	25
Zoning	Single Family & Two Family Zoning	Z25-000323	2161 Galilee Road Lot 17	08/14/2025	25
Zoning	Single Family & Two Family Zoning	Z25-000318	109 Cleveland Road	08/08/2025	25
Zoning	Single Family & Two Family Zoning	Z25-000319	410 Cloverdale Drive	08/11/2025	25
Zoning	Single Family & Two Family Zoning	Z25-000320	503 South Fifth Street	08/11/2025	25
Zoning	Single Family & Two Family Zoning	Z25-000313	909 West Street	08/06/2025	25
Zoning	Single Family & Two Family Zoning	Z25-000315	114 Old Farm Road	08/08/2025	25
Zoning	Single Family & Two	Z25-000293	415 Beechwood Drive	08/01/2025	25

	Family Zoning				
Zoning	Single Family & Two Family Zoning	Z25-000294	232 Lily Patch Lane	08/05/2025	25
Zoning	Single Family & Two Family Zoning	Z25-000295	228 Lily Patch Lane	08/05/2025	25
Zoning	Single Family & Two Family Zoning	Z25-000296	224 Lily Patch Lane	08/05/2025	25
Zoning	Single Family & Two Family Zoning	Z25-000297	220 Lily Patch Lane	08/05/2025	25
Zoning	Single Family & Two Family Zoning	Z25-000298	216 Lily Patch Lane	08/05/2025	25
Zoning	Single Family & Two Family Zoning	Z25-000299	212 Lily Patch Lane	08/05/2025	25
Zoning	Single Family & Two Family Zoning	Z25-000300	184 Lily Patch Lane	08/05/2025	25
Zoning	Single Family & Two Family Zoning	Z25-000301	180 Lily Patch Lane	08/05/2025	25
Zoning	Single Family & Two Family Zoning	Z25-000302	176 Lily Patch Lane	08/05/2025	25
Zoning	Single Family & Two Family Zoning	Z25-000303	172 Lily Patch Lane	08/05/2025	25
Zoning	Single Family & Two Family Zoning	Z25-000304	223 Caitlyn Parkway	08/05/2025	25

Zoning	Single Family & Two Family Zoning	Z25-000305	217 Caitlyn Parkway	08/05/2025	25
Zoning	Single Family & Two Family Zoning	Z25-000306	186 Caitlyn Parkway	08/05/2025	25
Zoning	Single Family & Two Family Zoning	Z25-000307	192 Caitlyn Parkway	08/05/2025	25
Zoning	Single Family & Two Family Zoning	Z25-000308	212 Caitlyn Parkway	08/05/2025	25
Zoning	Single Family & Two Family Zoning	Z25-000309	199 Caitlyn Parkway	08/05/2025	25
Zoning	Single Family & Two Family Zoning	Z25-000310	193 Caitlyn Parkway	08/05/2025	25
Zoning	Single Family & Two Family Zoning	Z25-000343	303 East Lee Street	08/26/2025	25
Zoning	Single Family & Two Family Zoning	Z25-000341	102 Parkway Drive	08/25/2025	25
Zoning	Single Family & Two Family Zoning	Z25-000338	202 Collier Street	08/22/2025	25
Zoning	Single Family & Two Family Zoning	Z25-000347	1212 Chestnut Drive	08/28/2025	25
Zoning	Single Family & Two Family Zoning	Z25-000351	162 Caitlyn Parkway	08/29/2025	25
Zoning	Single Family & Two	Z25-000352	168 Caitlyn Parkway	08/29/2025	25

	Family Zoning				
Zoning	Single Family & Two Family Zoning	Z25-000353	174 Caitlyn Parkway	08/29/2025	25
Zoning	Single Family & Two Family Zoning	Z25-000354	180 Caitlyn Parkway	08/29/2025	25
Zoning	Single Family & Two Family Zoning	Z25-000355	187 Caitlyn Parkway	08/29/2025	25
Zoning	Single Family & Two Family Zoning	Z25-000356	181 Caitlyn Parkway	08/29/2025	25
Zoning	Single Family & Two Family Zoning	Z25-000357	175 Caitlyn Parkway	08/29/2025	25
Zoning Total	Single Family & Two Family Zoning Total			37	925
Zoning Permit Application	Land Use	SZD25-000007	1025 Outlet Center Drive Suite 1045	08/20/2025	100
Zoning Permit Application	Land Use	SZD25-000004	519 Outlet Center Drive	08/12/2025	100
Zoning Permit Application Total	Land Use Total			2	200
Zoning Permit Application	New Construction	SZD25-000005	144 Sunset Pointe Drive	08/12/2025	25
Zoning Permit Application	New Construction	SZD25-000006	1209 West Market Street	08/12/2025	100
Zoning Permit Application Total	New Construction Total			2	125
All Permits Total				73	4550



Planning Department Development Report

Preliminary Subdivisions

Case ID	Project Name	Tax ID	Owner/Applicant	Submittal Date	PB Review Date	TC Hearing Date	Approval Date	Note
S-25-04	Village on the Neuse	14075011A, 14001001	HomeVestors - Eric Villeneuve	4/8/2025	5/1/2025	7/15/2025	7/16/2025	
S-25-03	Heritage Townes at Waddell	15005023, 15005022	Shovel Ready Johnston, Inc	3/5/2025	4/3/2025	5/20/2025	5/20/2025	Approved but waiting on payment of fees
S-25-02	Powell Tract Subdivision	151080141 / 1510801	Crantock Land	1/7/2025	3/6/2025	5/20/2025	5/20/2025	
S-25-01	Buffalo Ridge	140001021 14057011X /	Smithfield Land Group	1/3/2025	2/6/2025	3/18/2025	3/18/2025	
S-24-08	Local 70 Residential Developmen	14057011Y	Smithfield Growth LLC	11/21/2024	12/5/2024	1/21/2024	2/5/2025	5/20/2025 CD submitted 6/3/25, First Review complete 8/12/25
S-24-07	Buffalo Road (Skybrook) Subdivision	14A033005 14057011Y,	Vesta Enterprises, Inc.	11/18/2024	12/5/2024	1/21/2024	2/5/2025	
S-24-06	Local 70 (Interim) plat	14057011X	Smithfield Growth LLC	10/4/2024	11/14/2024	12/17/2024	12/17/2024	N/A denied by Council
S-24-05	Powell Tract Subdivision	15108014 15049017/	Crantock Land	8/25/2024	10/3/2024	12/3/2024	denied	
S-24-03	Wellons Woods	15049010	BRL Engineering	4/8/2024				Withdrawn CDs not approved
S-24-02	Hillcrest-Poplar-Riverdale	15083049B	BRL Engineering CMH Homes Inc/McIntyre	3/7/2024	4/4/2024	4/16/2024	4/16/2024	
S-24-01	Jubilee Creek	167300-68-6746	& Assoc	12/17/2023	3/7/2024	3/19/2024	5/7/2024	11/7/2024

Final Plats

Case ID	Project Name	Owner/Applicant	Submittal Date	Approval Date	Note
S-22-02	Finley Landing Phase 4	CE Group	5/6/2025		
S-18-02	Kamden Ranch Phase 2B	Laura and Scott Lee	5/6/2025	6/13/2025	
S-22-02	Finely Landing Phase 3	CE Group		1/31/2025	
S-22-02	Finley Landing Phase 2	CE Group		12/19/2024	
S-24-06	Local 70 Interim Plat	Smithfield Growth LLC		12/19/2024	

Conditional Zonings

Case ID	Project Name	Tax ID	Owner/Applicant	Submittal Date	PB Review	TC Hearing	Decision	Notes
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CZ-25-05	Bellamy	17K08039A/17K08032	Twin States Farming	8/1/2025	9/4/2025	9/16/2025	
CZ-25-04	Local 70 PUD Map Amendment	14057011Y	Carolina Commercial	45833	45876	8/19/2025	Approved
CZ-25-03	Mallard Crossing	15K11019D, 15K11019F, 15L11043, 15K11017, 15K11047C, 15K11047F, 15K11047, 15L11042B	Contender	6/6/2025	7/10/2025	8/5/25	Approved
CZ-25-02	Johnston Hotel (MF)	15025021 and 15025020	Noviomagus LLC	2/27/2025	4/3/2025	4/15/2025	Approved
CZ-25-01	Finley Landing Phase 5	15077035H	FL Smithfield LLC	2/25/2025	3/6/2025	3/18/2025	Approved
CZ-24-08	Village on the Neuse	14001001/14075011A	Village on the Neuse LLC	10/9/2024	11/14/2024	12/3/2024	Approved
CZ-24-07	Waddell Drive TH	15005031, 15005029, 15005031a	Spectrum Realty, LLC	10/8/2024	11/14/2024	12/17/2024	Approved
CZ-24-06	Finley Landing Alt Plan	15077035H	FL Smithfield LLC	9/13/2024	10/3/2024	10/15/2024	denied
CZ-24-05	Buffalo Ridge	140001021	Smithfield Land Group	8/6/2024	9/5/2024	9/17/2025	Approved
CZ-24-04	Massey Street Subd.	15026054; 15026055	Clay Pignons Properties	7/3/2024	8/1/2024	8/20/2024	Approved
CZ-24-03	Buffalo Ridge	140001021	Smithfield Land Group	5/3/2024	6/6/2024	6/18/2024	Denied
CZ-24-02	Local 70 PUD	14057011Y, 145057011X, 14057011Y	Smithfield Growth llc	3/11/2024	4/4/2024	5/21/2024	Approved
CZ-24-01	Carmax	15L110061	Centerpoint/CE Group	2/2/2024	3/7/2024	3/19/2024	Approved
Special Use Permits							
Case ID	Project Name	Tax ID	Owner/Applicant	Submittal Date	PB Review	TC Hearing	Decision
SUP-24-05	Stadler Station	15074012E	Brown Investment	8/13/2024	10/3/2024	11/19/2024	Approved
SUP-24-04	Heritage Townes at NC210	15079012A	Inc	8/6/2024			Project withdrawn
SUP-24-03	Country Club Townhomes	15J11023	Crantock Land, LLC	8/12/2024	9/5/2024	11/19/2024	Denied
SUP-24-02	Heritage Townes at Waddell	15005023, 15005022	Shovel Ready Johnston, Inc	7/5/2024	10/3/2024	12/17/2024	Approved
SUP-24-01	Hartley Drive Townhomes	15089019A/15K09010A/15K09010P	Terra Eden	7/1/2024	8/1/2024	8/20/2024	Approved
Rezoning							
Case ID	Project Name	Tax ID	Owner/Applicant	Submittal Date	PB Review	TC Hearing	Decision
RZ-25-03	Mitchell Concrete to R-20A/B-3 H and 15080012	Parts of 15O99004J	Marshall Concrete	6/27/2025	8/7/2025	9/16/2025	
RZ-25-01	B-3/R-20A to LI	17107032	Clarius	6/4/2025	7/10/2025	8/19/2025	
RZ-24-09	N/A	15006015/15007014	JCC/New Vision Partners LLC	11/8/2024	11/14/2024	12/17/2024	Approved

RZ-24-08	606 S 3rd Street	15039027 14001001/140750	Syed Rizvi	8/13/2024	9/5/2024	9/17/2024	Denied	
RZ-24-07	Village on the Neuse to R-8	11A 15015033/150160	Village on the Neuse LLC	8/19/2024	10/3/2024		Withdrawn	
RZ-24-06	400 Brightleaf to B-3	33/15016032	David Dupree	5/24/2024	7/11/2024	8/13/2024	Approved	
RZ-24-05	Watershed Boundary Update		Town Staff	12/22/2023	6/6/2024	6/18/2024	Approved	
RZ-24-04	Heavner Property to R-8	15089019A/15K09 010A/15K09010P	Terra Eden	4/5/2024	5/2/2024	5/21/2024	Approved	
RZ-24-03	1558 W Market St to B-3	15077033B 15L11014A/	Lena Patterson Parks	4/28/2024	5/2/2024	5/21/2024	Approved	
RZ-24-02	Joco Massey Tract to O/I	15L11014E 15j08015b	JOCO	3/20/2024	5/2/2024	5/21/2024	Approved	
RZ-24-01	Swift Creek Proprety to LI	/15J08014C	Tulloss/Grosclose	3/2/2024	4/4/2024	5/7/2024	Approved	
Site Plans								
Case ID	Project Name	Tax ID	Owner/Applicant	Submittal Date	First Review Complete	2nd Review Complete	3rd Review Complete	Notes
SP-25-06	Perfect Ride	15006006	Gray Creek Properties, LLC (Lee Stanley)	6/30/2025				
SP-25-05	JNX Public Safety Hangar	15079001	JNX Public Safety Hanger	4/17/2025	7/11/2025	8/10/2025		8/11/2025
SP-25-04	JNX Taxilane Rehab & Constuct B\	15079017D	JNX Airport	5/1/2025				5/20/2025
SP-25-03	Webster Accounting	15044032 15025020/	Adam Webster	3/18/2025	5/1/2025	6/24/2025		6/30/2025
SP-25-02	Johnston Hotel	15025021	Noviomagus LLC	3/5/2025	5/12/2025			7/3/2025
SP-25-01	West Market Office Bldg	15080053	Lee and Hudgins	8/21/2025				
SP-24-14	Gates Concrete	15079005F	Larry Gates	11/14/2024	12/23/2024		Turned over to Bob for Code Enforcement	
SP-24-13	JCC Repaving	169308-87-5887 15084003D/	JCC	10/21/2024	12/11/2024	2/24/2025	3/21/2025	3/24/2025
SP-24-12	Smithfield West	15084003F	Jim Perricone	10/17/2024	11/18/2024	2/10/2025		6/9/2025
SP-24-11	Smithfield Storage	15077023	Adams and Hodge	10/16/2024	12/9/2024	3/31/2025		4/29/2025
SP-24-10	Town Place Suites	15008046T	Bartlett Engineering	6/2/2024	7/30/2024			first review completed
SP-24-09	Neuse Charter Elementary	14057005E	Terra Eden	5/21/2024	6/14/2024	7/2/2024		7/2/2024
SP-24-08	Market Street Plaza	15K10023	Adams and Hodge	5/16/2024	10/9/2024	3/31/2025		6/10/2025
SP-24-07	JoCo Waste Water Plant Bldg	15o99006	Dellinger Inc	5/13/2024				5/29/2024
SP-24-06	CarMax	15K10061	CE Group	4/22/2024	5/10/2024			6/21/2024
SP-24-05	Equipment Share	15060031	Onyx Creative	4/25/2024	8/15/2024			Email 11/25/2024 comments

BA-24-06	Brightleaf Plaza Signs-setback variance	15005041	Jim Perricone	8/2/2024	8/29/2024	approved	
BA-24-05	Reginald Barnes - street frontage variance	15063037	Reginald Barnes	7/24/2024	8/29/2024	approved	
BA-24-04	Market Street Plaza - 8' Streetyard Variance	15K10023	Adams and Hodge Engineering, PC	7/10/2024	8/29/2024	Approved	
BA-24-03	Holly's Open Air Market - 35' front setback variance	15041023	Professional Permits	1/18/2024	4/25/2024	Approved	Incomplete
BA-24-02	Packing Plan Road						
BA-24-01	937 N Brightleaf- 8' side yard variance	15007001	Comfort Shield HVAC of NC	2/14/2024	3/28/2024	Approved	
UDO Text Amendments							
Case ID	Project Name	Applicant	Submittal Date	PB Review Date	TC Hearing	Decision	Notes
ZA-25-04	Private Clubs in B-1 with SS	Town and DSDC	7/17/2025	8/7/2025			
ZA-25-03	DT Overlay	Town and DSDC	7/17/2025	8/7/2025			
ZA-25-02	B-3 height from 40'-50'	Brown Property	6/3/2025	7/10/2025	7/15/2025	Approved	on hold PB reviewed
ZA-25-01	Tattoo Establishments	Staff	10/18/2024	2/5/2025			on hold
ZA-24-03	Misc. MF Amendments	Staff	10/7/2024	11/14/2024-1/2/25	1/21/2025		
ZA-24-02	MF in B-3	Staff	7/1/2024	8/1/2024	8/13/2024	Approved	
ZA-24-01	Driveways	Staff	5/2/2024	6/6/2024	6/18/2024	Approved	
ZA-23-06	Articles 2, 10, Append A	Staff	4/26/2023	5/4/2023	11/12/2024	Approved	
ZA-23-09	Watershed Boundary Update	Staff	12/20/2023	12/7/2023	1/4/2024	Approved	

Town of Smithfield Development Tracking Report

Map Location (TAG)	Development Name in ETJ	Development Name in Town of Smithfield	Lots/Units Built (Final Platted)	Single or 2- Family Lots Approved (in town)	Single or 2- Family Lots Approved (ETJ)	Townhouse Lots Approved (in town)	Townhouse Lots Approved (ETJ)	Multi-family Units Approved (in Town)	Multi-family Units Approved (ETJ)	Total Town Lots/Units Approved	Total ETJ Lots/Units Approved	Projected ^{Town} Residents (# Unitsx 2.5)	Est. Construction Begin Year	Est. Build-out Year	Comments & Supplemental Information 2021-2022
15078012,15077035C, 15077035H,15079014, 15078012B		Floyds Landing	156.00	108		361				469		1173	2023	2029	under construction
15026060, 15026057,15026056,15026058,15 026058A,15026058B		Spring Branch Commons Ph 1	10	10						10		25	2022	2023	under construction
15077008		Marin Woods	141	49		94				143		358	2023	2025	Under construction
15084001		Whitley Townes		0		68				68		170	2023	2024	under construction
15L11006		Britt Street Triplexes	6	0		6				6		15	2022	2023	under construction
15026056, 15026057, 15026058, 15026058A, and 15026058B		Spring Branch Commons Phase 2		6						6		15	2022	2023	construction plans approved, project on hold
15077009		Harvest Run (Youngblood Property)		96		69				165		413	2024	2027	preliminary plat and construction plans approved - project on hold Vested Rights extended until June 14 2026.
15J11008M	Twin Oaks Subdivision, Section III, Phase VI				20					0	20		2024	2024	Preliminary Plat approved for 20 two-family lots, construction plans approved - under construction
15I09011B		Elk Creek Phase 1 and Phase 2	93	93						93		233	2022	2025	under construction
15I08020	Kamdou Ranch		53		110					0	110		2020	2027	Phase 1 & 2 final platted
14075013		East River	293	162		131				293		733	2019	2024	All phases final platted and under construction - nearly built out.
15083049E		Franklin Townhomes	134			134				134		335	2022	2025	All phases under construction
15K11019D, 15K11019F, 15L11043, 15K11017, 15K11047C, 15K11047E, 15K11047, 15L11042B		Mallard Crossing (formerly Woodleaf)		454		873		0		1327		3318			Conditional Zoning amendment approved with lower density- no apartments
14A03005		Buffalo Road Subdivision (Skybrooke)		175						175		438	2026		Preliminary Plat approved, CDs under review
140001021		Buffalo Ridge Subdivision		210						210		525	2026		preliminary plat approved
14057011X, 14057011Y and 14057011Z		Local 70 Residential		209		94		324		627		1568	2025	2028	preliminary plat approved and under construction
169406-48-0447		Hillcrest/Poplar/Riverdale		10						10		25	2025		Preliminary plat approved (infill development) - construction plans approved
167300-68-6881	Jubilee Creek		7		7					0	7	0	2024	2025	Single family homes by W Smithfield Elementary
15005023, 15005022A		Heritage Townres at Waddell					17			0		0			preliminary plat approved/CDs approved
15K09010A/15K09010P/15089019 A		Hartley Drive Townhomes					97			0		0			SUP for 97 townhomes
14001001 and 14075011A		Village on the Neuse		117						117		293			preliminary plat approved
15023055/15026054		Massey Street Subdivision	3	3						3		8			
		Stadler Station						168		168		420			
15076012A	Powell Tract			20		277				20		50			preliminary plat approved
		Bellamy		870						1147		2868			CZ application pending review

Total	896	2592	137	2107	114	492	0	=SUM(M3:M31)	5191	12978
Percent SF vs MF Total (in-town)		50%			50%					



SMITHFIELD POLICE DEPARTMENT

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

MONTHLY STATISTICS

MONTH ENDING AUGUST 31ST, 2025

	MONTHLY TOTAL	YEAR TO DATE TOTAL
CALLS FOR SERVICE	2,140	14,856
INCIDENT REPORTS TAKEN	158	1,160
BURGLARY	3	36
CASES CLOSED	131	892
ACCIDENT REPORTS	87	708
ARREST REPORTS TAKEN	128	784
DRUGS	28	175
DWI	9	61
CITATIONS ISSUED	412	2,230
PARKING/PAID	9/5	287/78
SPEEDING	91	307
NOL/DWLR	133	717
FICT/CNCL/REV REG CARD/TAG	53	408

Smithfield, North Carolina • The Heart of Johnston County Since 1777

REPORTED UCR OFFENSES FOR THE MONTH OF AUGUST 2025

PART I CRIMES	August 2024	August 2025	+/-	Percent Changed	Year-To-Date		Percent	
					2024	2025	+/-	Changed
MURDER	0	0	0	N.C.	1	1	0	0%
RAPE	0	0	0	N.C.	1	2	1	100%
ROBBERY	0	0	0	N.C.	5	3	-2	-40%
Commercial	0	0	0	N.C.	2	0	-2	-100%
Individual	0	0	0	N.C.	3	3	0	0%
ASSAULT	2	3	1	50%	31	24	-7	-23%
* VIOLENT *	2	3	1	50%	38	30	-8	-21%
BURGLARY	1	3	2	200%	26	35	9	35%
Residential	1	3	2	200%	17	22	5	29%
Non-Resident.	0	0	0	N.C.	9	13	4	44%
LARCENY	33	49	16	48%	230	314	84	37%
AUTO THEFT	1	3	2	200%	15	15	0	0%
ARSON	0	0	0	N.C.	1	0	-1	-100%
* PROPERTY *	35	55	20	57%	272	364	92	34%
PART I TOTAL:	37	58	21	57%	310	394	84	27%
PART II CRIMES								
Drug	15	31	16	107%	157	210	53	34%
Assault Simple	14	9	-5	-36%	84	107	23	27%
Forgery/Counterfeit	3	3	0	0%	10	13	3	30%
Fraud	7	8	1	14%	48	59	11	23%
Embezzlement	0	1	1	N.C.	7	8	1	14%
Stolen Property	2	1	-1	-50%	8	13	5	63%
Vandalism	4	5	1	25%	48	44	-4	-8%
Weapons	1	2	1	100%	8	14	6	75%
Prostitution	0	0	0	N.C.	0	1	1	N.C.
All Other Sex Offens	1	0	-1	-100%	4	1	-3	-75%
Gambling	0	0	0	N.C.	0	0	0	N.C.
Offn Agnst Faml/Chld	0	3	3	N.C.	4	10	6	150%
D. W. I.	4	12	8	200%	38	64	26	68%
Liquor Law Violation	1	0	-1	-100%	4	2	-2	-50%
Disorderly Conduct	0	3	3	N.C.	1	8	7	700%
Obscenity	0	0	0	N.C.	1	0	-1	-100%
Kidnap	0	0	0	N.C.	1	2	1	100%
Human Trafficking	0	0	0	N.C.	0	0	0	N.C.
All Other Offenses	31	27	-4	-13%	174	235	61	35%
PART II TOTAL:	83	105	22	27%	597	791	194	32%
GRAND TOTAL:	120	163	43	36%	907	1185	278	31%

N.C. = Not Calculable

Tc Date	Tc Time	Race	Sex	Age	Ethnicity	Accident	Street	Charge
8/1/2025	0805	W	F	33		NO	N SECOND ST/NORTH ST	FAIL TO STOP AT STOPSIGN
8/1/2025	0949	B	F	37		NO	US 301/CANTERBURY RD	DWLR NOT IMPAIRED REVOCATION
8/1/2025	2349	B	F	24		NO	TOWBRIDGE ST/N SUSSEX DR	DWLR NOT IMPAIRED REVOCATION
8/1/2025	1023	B	M	65		NO	E. MARKET ST/S. SIXTH ST.	SPEEDING AT A SPEED OF XX MPH IN A XX MPH ZONE
8/1/2025	0754	W	F	31		NO	OUTLET CENTER DR/SMITHFIELD CROSSING	FAIL TO WEAR SEAT BELT
8/1/2025	0818	W	F	66		NO	N. SECOND STREET/NORTH STREET	FAIL TO STOP AT STOPSIGN
8/1/2025	0913	B	M	43		NO	US 301/E EDGERTON STREET	FAIL TO WEAR SEAT BELT
8/2/2025	2032	B	M	54		NO	FIFTH ST/MILL ST	DWLR NOT IMPAIRED REVOCATION
8/2/2025	1902	B	M	59		NO	I 95/MM 95	OPEN CONTAINER AFTER CONSUMING
8/2/2025	2330	W	F	25		NO	I 95/MALLARD ROAD	DWLR IMPAIRED REVOCATION
8/2/2025	0316	B	M	24		NO	OUTLET CENTER DR/US 70 BUS	DWLR NOT IMPAIRED REVOCATION
8/2/2025	1841	B	F	35		NO	CANTERBURY RD/BERKSHIRE RD	DWLR NOT IMPAIRED REVOCATION
8/2/2025	2015	B	F	48		NO	US 301/EDGERTON ST	DWLR NOT IMPAIRED REVOCATION
8/2/2025	2231	B	M	62		NO	US 301/S FIFTH ST	INSPECTION VIOLATION
8/2/2025	1442	W	M	50		NO	S THIRD ST/E HOLT ST	DWLR NOT IMPAIRED REVOCATION
8/2/2025	0916	W	F	27		NO	S THIRD ST/US 301	FAIL TO STOP AT STOPSIGN
8/2/2025	0931		M	43		NO	S SECOND ST/US 301	FAIL TO STOP AT STOPSIGN
8/2/2025	1410		M	61	H	NO	S THIRD ST/US 301	FAIL TO STOP AT STOPSIGN
8/2/2025	0010		F	31	H	NO	US 70/I 95	DWLR NOT IMPAIRED REVOCATION
8/2/2025	0027		F	31	H	NO	US 70/I 95	CHILD NOT IN REAR SEAT
8/2/2025	0055	B	M	39		NO	PEEDIN RD/VENTURE DR	DWLR NOT IMPAIRED REVOCATION
8/2/2025	0145	B	M	42		NO	OUTLET CENTER DR/SMITHFIELD CROSSING DR	REAR LAMPS VIOLATION
8/2/2025	2146		M	19	H	NO	US 301/HANCOCK ST	NO OPERATORS LICENSE (NOL)
8/2/2025	2218	W	M	47		NO	US 70/TOWNE CENTRE PL	EXPIRED REGISTRATION CARD/TAG
8/2/2025	2232	W	M	41		NO	US 301/MASSEY ST	DWLR NOT IMPAIRED REVOCATION
8/2/2025	2249	W	M	19		NO	NC 210/SKYLAND DR	FAILURE TO BURN HEADLAMPS
8/2/2025	2358	W	M	48		NO	US 301/PACKING PLANT RD	EXPIRED REGISTRATION CARD/TAG
8/2/2025	0901	B	F	44		NO	E. MARKET ST/N. FOURTH ST.	SPEEDING
8/2/2025	0932		M	31	H	NO	US 70/FRONT STREET	NO OPERATORS LICENSE (NOL)
8/2/2025	1006		M	19	H	NO	US 301/S THIRD STREET	NO OPERATORS LICENSE (NOL)
8/2/2025	1324	B	M	51		NO	US 70/OUTLET CENTER DR	DWLR IMPAIRED REVOCATION
8/2/2025	1426	B	M	20		NO	SMITHFIELD CROSSING DR/OUTLET CENTER DR	FAIL TO STOP AT STOPSIGN
8/2/2025	1646	W	F	21		NO	US 70/US 301	WINDOW TINT VIOLATION
8/2/2025	1701		F	26		NO	SMITHFIELD CROSSING DR/OUTLET CENTER DR	EXPIRED REGISTRATION CARD/TAG
8/3/2025	0226	B	F	36		NO	US 301/N. FRONT ST	DWLR NOT IMPAIRED REVOCATION
8/3/2025	0951	B	F	45		NO	BLOUNT ST/910 BLOUNT ST	CITY ORDINANCE VIOLATION
8/3/2025	1539	W	F	32		NO	N BRIGHTLEAF BLVD/1299 N BRIGHTLEAF BLVD	MISDEMEANOR LARCENY
8/3/2025	1238		M	19	H	NO	US 70/MALLARD RD	FICT/CNCL/REV REG CARD/TAG
8/3/2025	0042	W	F	46		NO	US 70/FUTRELL WAY	DWLR IMPAIRED REVOCATION
8/3/2025	0348		M	27	H	NO	US 70/PINE ST	DWLR NOT IMPAIRED REVOCATION
8/3/2025	0858		M	35	H	NO	N. BRIGHTLEAF BLVD/HOSPITAL RD	SPEEDING
8/3/2025	1157		M	25	H	NO	W. MARKET ST/PARRISH DR	SPEEDING
8/3/2025	1257		F	35	H	NO	E. MARKET ST/N. FIFTH ST.	SPEEDING
8/3/2025	1359	W	F	18		NO	E. MARKET ST/FRONT ST	SPEEDING
8/3/2025	1411		F	22	H	NO	W. MARKET ST/S. SECOND ST	SPEEDING AT A SPEED OF XX MPH IN A XX MPH ZONE
8/3/2025	1436		F	26		NO	E. MARKET ST/MALTA ST	SPEEDING AT A SPEED OF XX MPH IN A XX MPH ZONE
8/3/2025	1512	B	F	40		NO	E. MARKET ST/PARRISH DR	SPEEDING
8/3/2025	1540		M	27		NO	W. MARKET ST/M DURWOOD STEPHENSON PKWY	SPEEDING
8/3/2025	0919		M	34	H	NO	US 70/DOGWOOD STREET	NO OPERATORS LICENSE (NOL)
8/3/2025	1203		M	24	H	NO	OUTLET CENTER DR/SMITHFIELD CROSSING	WINDOW TINT VIOLATION
8/3/2025	1244	W	F	58		NO	US 70/MALLARD RD	UNSAFE MOVEMENT
8/3/2025	1303	W	M	56		NO	US 70/MALLARD RD	UNSAFE MOVEMENT
8/3/2025	1214	B	M	28		NO	I 95/E MARKET ST	UNLAWFUL USE OF HIGHWAYS
8/3/2025	1442		M	30	H	NO	S THIRD ST/US 301	FAIL TO STOP AT STOPSIGN
8/3/2025	1518		M	22	H	NO	S SECOND ST/US 301	FAIL TO STOP AT STOPSIGN
8/3/2025	1752	B	F	24		NO	HOSPITAL RD/N 7TH ST	DWLR NOT IMPAIRED REVOCATION
8/3/2025	0021	W	F	26		NO	PVA 1700 E MARKET ST/US 70 B	POSSESS MARIJUANA UP TO 1/2 OZ
8/4/2025	1920	B	F	23		NO	US 70/OUTLET CENTER DR.	EXPIRED REGISTRATION CARD/TAG
8/4/2025	2221		M	29	H	NO	US 70/COLLEGE DR.	NO OPERATORS LICENSE (NOL)
8/4/2025	1941	W	F	57		NO	BROADWAY ST/MARTIN ST	DWLR NOT IMPAIRED REVOCATION
8/4/2025	2004	B	F	31		NO	S FIFTH ST/CRUMP ST	EXPIRED REGISTRATION CARD/TAG
8/4/2025	0153	W	F	49		NO	US 70/MALLARD RD	DWLR NOT IMPAIRED REVOCATION
8/4/2025	0432	B	M	51		NO	US 70/PARRISH DR	DWLR NOT IMPAIRED REVOCATION
8/4/2025	2129		M	23	H	NO	US 70/MALLARD RD	SPEEDING
8/4/2025	2210	W	M	26		NO	US 70/WILSON MILLS RD	EXPIRED REGISTRATION CARD/TAG
8/5/2025	0433	B	F	35		NO	US 70/NC HWY 210	DWLR NOT IMPAIRED REVOCATION
8/5/2025	2123	B	F	32		NO	BROGDEN RD/S BRIGHTLEAF BLVD	DWLR NOT IMPAIRED REVOCATION
8/5/2025	2141	W	F	44		NO	WALPAT RD/S BRIGHTLEAF BLVD	DWLR NOT IMPAIRED REVOCATION
8/5/2025	2220	B	M	37		NO	US 70/FUTRELL WAY	DWLR NOT IMPAIRED REVOCATION
8/5/2025	2112		M	17	H	NO	M. DURWOOD STEPHENSON/BOOKER DAIRY RD.	SPEEDING
8/5/2025	2130		M	35	H	NO	M. DURWOOD STEPHENSON/BOOKER DAIRY RD	FAIL TO WEAR SEAT BELT
8/5/2025	2134		M	37	H	NO	M. DURWOOD STEPHENSON/BOOKER DAIRY RD	SPEEDING AT A SPEED OF XX MPH IN A XX MPH ZONE
8/5/2025	2247	B	F	66		NO	N SEVENTH ST/MARKET ST	NO OPERATORS LICENSE (NOL)

8/5/2025	2142	W	F	45	NO	US 70/OUTLET CENTER DR	EXPIRED REGISTRATION CARD/TAG
8/6/2025	1036	W	F	34	NO	I 95/MALLARD RD	DWLR NOT IMPAIRED REVOCATION
8/6/2025	0645		M	48	H	W. MARKET ST/PARISH DR	SPEEDING
8/6/2025	0703		F	50	H	W. MARKET ST/PARRISH DR	NO OPERATORS LICENSE (NOL)
8/6/2025	1655		M	22	NO	US 301/PACKING PLANT RD	FAILURE TO YIELD
8/6/2025	1659		M	23	H	US 301/PACKING PLANT RD	NO OPERATORS LICENSE (NOL)
8/6/2025	0332	W	F	27	NO	MARKET ST/PARRISH DR	NO OPERATORS LICENSE (NOL)
8/6/2025	0902	W	F	20	NO	US 70/FRONT STREET	WINDOW TINT VIOLATION
8/6/2025	1431		F	30	H	US 70/OUTLET CENTER DR	NO OPERATORS LICENSE (NOL)
8/6/2025	1541	B	M	26	NO	US 70/NC 210	WINDOW TINT VIOLATION
8/6/2025	1615	B	F	30	NO	SMITHFIELD CROSSING/OUTLET CENTER DR	FAIL TO STOP AT STOPSIGN
8/6/2025	0225	B	F	36	NO	I 95/MILE MARKER 95	FAIL TO REGISTER OR DISPLAY REGISTRATION PLATE
8/7/2025	0610		M	26	H	W. MARKET ST/FAREWAY DR	SPEEDING
8/7/2025	0948	B	F	29	NO	W. MARKET ST/FRONT ST	SPEEDING
8/7/2025	1226	W	M	65	NO	SMITHFIELD CROSSING DR/OUTLET CENTER DR	FAIL TO STOP AT STOPSIGN
8/7/2025	1327		F	29	H	SMITHFIELD CROSSING DR/OUTLET CENTER DR	FAIL TO STOP AT STOPSIGN
8/7/2025	1355	B	F	20	NO	SMITHFIELD CROSSING DR/OUTLET CENTER DR	FAIL TO STOP AT STOPSIGN
8/7/2025	1413	W	F	20	NO	SMITHFIELD CROSSING DR/OUTLET CENTER DR	FAIL TO STOP AT STOPSIGN
8/7/2025	1537		F	27	H	SMITHFIELD CROSSING DR/OUTLET CENTER DR	FAIL TO STOP AT STOPSIGN
8/7/2025	1612	B	F	51	NO	SMITHFIELD CROSSING DR/OUTLET CENTER DR	FAIL TO STOP AT STOPSIGN
8/8/2025	1647	B	F	31	NO	1299 N BRIGHTLEAF BLVD/	MISDEMEANOR LARCENY
8/8/2025	1424	B	F	42	NO	SMITHFIELD CROSSING/OUTLET CENTER DR	EXPIRED REGISTRATION CARD/TAG
8/8/2025	1457	W	M	24	NO	US 301/US-70	DWLR NOT IMPAIRED REVOCATION
8/8/2025	1544	W	M	35	NO	US 301/US-70	DWLR NOT IMPAIRED REVOCATION
8/8/2025	2026	B	F	37	NO	US 301/WALPAT RD	DWLR NOT IMPAIRED REVOCATION
8/8/2025	2355		F	29	H	DURWOOD STEPHENSON/WILSONS MILLS RD	DWLR IMPAIRED REVOCATION
8/8/2025	1946		M	28	H	US 70/THOMPSON OVERLOOK WY	NO OPERATORS LICENSE (NOL)
8/8/2025	2126	B	M	22	NO	BUFFALO RD/KELLI DR.	FICT/CNCL/REV REG CARD/TAG
8/8/2025	2259	B	F	20	NO	S. BRIGHTLEAF BLVD/BROGDEN RD.	CANCL/REVOK/SUSP CERTIF/TAG
8/8/2025	0444	W	M	34	NO	MIDWAY/WEST ST	NO OPERATORS LICENSE (NOL)
8/9/2025	2150		F	34	H	US 301/SHELTER WAY	NO OPERATORS LICENSE (NOL)
8/9/2025	1826	W	F	58	NO	US 301/E WELLONS ST	NO LIABILITY INSURANCE
8/9/2025	0051	W	M	19	NO	NC 210/TULIP TREE DR.	SPEEDING AT A SPEED OF XX MPH IN A XX MPH ZONE
8/9/2025	0128	B	F	27	NO	N. BRIGHLEAF BLVD./HANCOCK ST.	EXPIRED REGISTRATION CARD/TAG
8/9/2025	0210	W	F	50	NO	S. 5TH ST/CASWELL ST.	EXPIRED REGISTRATION CARD/TAG
8/9/2025	1835	B	F	44	NO	US 70/MALLARD RD	SPEEDING AT A SPEED OF XX MPH IN A XX MPH ZONE
8/9/2025	1930	B	F	31	NO	S. BRIGHLEAF BLVD/PACKING PLANT RD.	SPEEDING
8/9/2025	1241		M	24	H	US 70/OUTLET CENTER DR	DWLR NOT IMPAIRED REVOCATION
8/10/2025	0051	B	M	40	NO	COLLIER ST/HARRIS ST	DWLR IMPAIRED REVOCATION
8/10/2025	1949	W	F	70	NO	BROGDEN RD/S FIFTH ST	EXPIRED REGISTRATION CARD/TAG
8/10/2025	2121	W	F	44	NO	US 70/N SEVENTH ST	DWLR NOT IMPAIRED REVOCATION
8/10/2025	0321	B	F	23	NO	US 70/MALLARD RD.	SPEEDING
8/10/2025	0347	B	M	29	NO	MARKET ST./COLLEGE RD.	EXPIRED REGISTRATION CARD/TAG
8/10/2025	0429	B	M	21	NO	MARKET ST./COLLEGE RD.	SPEEDING
8/10/2025	1836	B	F	25	NO	S. BRIGHLEAF BLVD/BROGDEN RD.	CHILD NOT IN REAR SEAT
8/10/2025	1902	B	F	28	NO	S. BRIGHTLEAF BLVD/KAY DR.	NO OPERATORS LICENSE (NOL)
8/10/2025	1917	B	M	60	NO	S. BRIGHLEAF BLVD./E. HOOD ST.	NO OPERATORS LICENSE (NOL)
8/10/2025	2111		M	49	H	N. BRIGHTLEAF BLVD./SHELTER WAY	NO OPERATORS LICENSE (NOL)
8/10/2025	2232		M	20	H	TOWN CENTRE PLAZA/MARKET ST	FAIL TO STOP-STEADY RED LIGHT
8/10/2025	2255	W	F	18	NO	US 70/MALLARD RD	SPEEDING AT A SPEED OF XX MPH IN A XX MPH ZONE
8/10/2025	2313		M	41	H	WAL-PAT RD/BROGDEN RD.	SPEEDING AT A SPEED OF XX MPH IN A XX MPH ZONE
8/10/2025	1420		M	45	H	US 70/COLLEGE RD	NO OPERATORS LICENSE (NOL)
8/10/2025	1949			30	NO	S THIRD ST/E JOHNSTON ST	DWLR
8/11/2025	1842	B	M	20	NO	M DURWOOD STEPHENSON PKWY/BUFFALO RD	FAIL TO STOP-STEADY RED LIGHT
8/11/2025	2038	B	M	20	NO	US 301/CANTERBURY RD	DWLR NOT IMPAIRED REVOCATION
8/11/2025	0741	B	F	31	NO	W. MARKET ST/S. SECOND ST	SPEEDING
8/11/2025	1346	B	M	27	NO	US 301/MASSEY ST	CANCL/REVOK/SUSP CERTIF/TAG
8/11/2025	0014	B	M	23	NO	MARKET ST/BRIGHLEAF BLVD.	CANCL/REVOK/SUSP CERTIF/TAG
8/11/2025	0832	B	M	28	NO	US 301/GALILEE RD	FAILURE TO YIELD
8/11/2025	1110	B	F	25	NO	US 301/GALILEE RD	FAIL TO WEAR SEAT BELT
8/11/2025	1622		F	50	H	SR 1923/WILSON MILLS RD	NO OPERATORS LICENSE (NOL)
8/12/2025	2152		F	17	NO	US 301/PEEDIN RD	FAILURE TO YIELD
8/12/2025	0217	W	F	48	NO	BROGDEN RD/RAND ST	DWLR NOT IMPAIRED REVOCATION
8/12/2025	1752	B	F	35	NO	US 301/CAROLINE AVE	DWLR NOT IMPAIRED REVOCATION
8/12/2025	1852	W	M	35	NO	US 70/US 301	DWLR NOT IMPAIRED REVOCATION
8/12/2025	2137	B	M	24	NO	I 95/BROGDEN RD	DWLR NOT IMPAIRED REVOCATION
8/12/2025	1721	B	M	72	NO	BLOUNT ST/MARTIN ST	DWLR NOT IMPAIRED REVOCATION
8/12/2025	2113	W	F	51	NO	BROGDEN RD/BROADWAY ST	DWLR NOT IMPAIRED REVOCATION
8/12/2025	0914	W	M	77	NO	E. MARKET ST/PINE ST	SPEEDING
8/12/2025	1459	W	M	27	NO	US 301/S THIRD ST	FICT/CNCL/REV REG CARD/TAG
8/12/2025	1110	W	M	17	NO	US 301/HANCOCK ST	FAILURE TO YIELD
8/13/2025	0918		M	19	H	US 70/S FIFTH ST	NO OPERATORS LICENSE (NOL)
8/13/2025	0146	B	F	23	NO	US 70/N FRONT ST	DWLR NOT IMPAIRED REVOCATION
8/13/2025	0926		F	32	NO	M. DURWOOD STEPHENSON HWY/WILSON MILLS R	SPEEDING

8/13/2025 0955	B	F	53	NO	WILSON MILLS RD./MARKET ST.	NO OPERATORS LICENSE (NOL)
8/13/2025 1424	W	M	39	NO	M. DURWOOD STEPHENSON/BUFFALO RD.	SPEEDING AT A SPEED OF XX MPH IN A XX MPH ZONE
8/13/2025 1530	B	M	50	NO	N. BRIGHTLEAF BLVD./MARKET ST.	FAIL TO WEAR SEAT BELT
8/13/2025 1445	B	M	18	NO	W MARKET ST/WHITLEY DR	CANCL/REVOK/SUSP CERTIF/TAG
8/13/2025 1622	W	M	26	NO	S BRIGHTLEAF BLVD/E MARKET ST	OPERATE VEH NO INS
8/14/2025 2115		M	65	H	NO	NO OPERATORS LICENSE (NOL)
8/14/2025 2310	B	M	23	NO	OUTLET CENTER DR./VENTURE DR.	FAIL TO STOP AT STOPSIGN
8/14/2025 1930		M	34	H	NO	NO OPERATORS LICENSE (NOL)
8/14/2025 1959		M	22	H	NO	NO OPERATORS LICENSE (NOL)
8/14/2025 2310	B	M	22	NO	US 70/RODGERS DR	EXPIRED REGISTRATION CARD/TAG
8/14/2025 0817	W	F	49	NO	US 70/MALLARD RD	SPEEDING AT A SPEED OF XX MPH IN A XX MPH ZONE
8/14/2025 0926	W	M	29	NO	M. DURWOOD STEPHENSON/BUFFALO RD.	SPEEDING AT A SPEED OF XX MPH IN A XX MPH ZONE
8/14/2025 0945		F	38	H	NO	SPEEDING AT A SPEED OF XX MPH IN A XX MPH ZONE
8/14/2025 0956	W	M	19	NO	M. DURWOOD STEPHENSON/BUFFALO RD.	SPEEDING
8/14/2025 1008	W	F	25	NO	M. DURWOOD STEPHENSON/WILSON MILLS RD.	SPEEDING
8/14/2025 1023		F	19	H	NO	SPEEDING
8/14/2025 1121		F	32	H	P	NO OPERATORS LICENSE (NOL)
8/14/2025 1530	W	F	22	NO	MARKET ST./4TH ST	EXPIRED REGISTRATION CARD/TAG
8/14/2025 1548	W	F	42	NO	MARKET ST/WILSON MILLS RD	EXPIRED REGISTRATION CARD/TAG
8/14/2025 1618	B	M	42	NO	M. DURWOOD STEPHENSON/BUFFALO RD.	SPEEDING
8/14/2025 1639	W	F	37	NO	M. DURWOOD STEPHENSON/WILSON MILLS RD	SPEEDING AT A SPEED OF XX MPH IN A XX MPH ZONE
8/14/2025 1009	B	F	30	NO	US 70/COLLEGE RD	CANCL/REVOK/SUSP CERTIF/TAG
8/14/2025 1534	W	M	51	NO	M DURWOOD STEPHENSON PKWY/BUFFALO RD	CANCL/REVOK/SUSP CERTIF/TAG
8/15/2025 1056	W	F	33	NO	US 301/E DAVIS ST	EXPIRED REGISTRATION CARD/TAG
8/15/2025 1414	B	F	26	NO	US 301/WELLONS ST	DWLR NOT IMPAIRED REVOCATION
8/15/2025 0913	W	M	58	NO	I 95/MALLARD RD	SOLICITING UPON HIGHWAYS
8/15/2025 1350	W	F	51	NO	S THIRD ST/US 301	FAIL TO STOP AT STOPSIGN
8/15/2025 1018	B	M	26	NO	US 301/SR 1341	FAIL TO WEAR SEAT BELT
8/15/2025 1034		M	31	NO	US 301/SR 1341	FAIL TO STOP AT STOPSIGN
8/15/2025 1045		F	38	NO	SR 1341/US 301	FAIL TO STOP AT STOPSIGN
8/15/2025 1455		M	62	H	NO	SR 1341/US 301
8/15/2025 0831	W	F	69	NO	SR 1923/SR 1913	SPEEDING
8/15/2025 1126		M	44	NO	E. MARKET ST/MALTA ST	SPEEDING
8/15/2025 1139		F	29	NO	E. MARKET ST/MALTA ST	SPEEDING
8/15/2025 1320	B	F	17	NO	W. MARKET ST/PARRISH DR	SPEEDING
8/15/2025 1410	B	F	31	NO	W. MARKET ST/NC 210	SPEEDING AT A SPEED OF XX MPH IN A XX MPH ZONE
8/15/2025 0000		M	23	H	NO	OUTLET CENTER DR./N EQUITY DR.
8/15/2025 1336	W	F	29			S BRIGHTLEAF BLVD/E JOHNSTON ST
8/16/2025 2006		M	56	H	NO	S. THIRD ST/S. BRIGHTLEAF BLVD
8/16/2025 1247	B	M	66	NO	US 70/MALLARD RD	UNSAFE TIRES
8/16/2025 0325	W	F	33	NO	US 70/US 301	DWLR NOT IMPAIRED REVOCATION
8/16/2025 0702		M	31	NO	SR 1341/US 301	FAIL TO STOP AT STOPSIGN
8/16/2025 0639		M	48	H	NO	W. MARKET ST/PARRISH DR
8/16/2025 0842	B	F	35	NO	W. MARKET ST/BRITT ST	SPEEDING AT A SPEED OF XX MPH IN A XX MPH ZONE
8/17/2025 0948		M	41	H	NO	S. FRONT ST/E. JOHNSTON ST
8/17/2025 1043		M	22	H	NO	S. FRONT ST/E. JOHNSTON ST
8/17/2025 1528		M	20	H	NO	I 95/MM 93
8/17/2025 1958		F	24	H	NO	I 95/MM 98
8/17/2025 1042		M	22	H	NO	S FRONT ST/JOHNSON ST
8/17/2025 0928	B	F	44	NO	S FRONT ST/E JOHNSTON ST	EXPIRED REGISTRATION CARD/TAG
8/17/2025 0953	B	M	20	NO	S FRONT ST/E JOHNSTON ST	WINDOW TINT VIOLATION
8/17/2025 1018	W	M	73	NO	S FRONT ST/E JOHNSTON ST	EXPIRED LICENSE
8/17/2025 1049		M	45	H	NO	S FRONT ST/E JOHNSTON ST
8/17/2025 1226		M	59	H	NO	BROGDEN RD/BLOUNT ST
8/17/2025 0317		M	26	H	NO	US 301/WAL-PAT RD
8/17/2025 0915	B	M	52	NO	S FRONT ST/E JOHNSTON ST	DWLR NOT IMPAIRED REVOCATION
8/17/2025 0921	B	M	52	NO	S FRONT ST/E JOHNSTON ST	FICT/CNCL/REV REG CARD/TAG
8/17/2025 0950		M	19	H	NO	S FRONT ST/E JOHNSTON ST
8/17/2025 0958		M	41	H	NO	S FRONT ST/E JOHNSTON ST
8/17/2025 1036		M	47	H	NO	S FRONT ST/E JOHNSTON ST
8/17/2025 1200		M	42	H	NO	S THIRD ST/US 301
8/17/2025 1211	W	F	86	NO	S THIRD ST/US 301	UNSAFE MOVEMENT
8/17/2025 1412		M	20	H	NO	SMITHFIELD CROSSING/OUTLET CENTER DR
8/17/2025 1432		M	57	H	NO	S THIRD ST/US 301
8/17/2025 1525	B	F	41	NO		MISDEMEANOR LARCENY
8/17/2025 2039	B	M	40	NO	US 301/TURNER DR	DWLR NOT IMPAIRED REVOCATION
8/17/2025 2155	W	M	33	NO	BROGDEN/US 301	DWLR NOT IMPAIRED REVOCATION
8/17/2025 2219		M	33	H	NO	US 301/US 301
8/17/2025 0924		M	28	H	NO	S. FRONT STREET/E. JOHNSTON STREET
8/17/2025 0942	B	F	50	NO	S. FRONT STREET/E. JOHNSTON STREET	CHILD NOT IN REAR SEAT
8/17/2025 1033	W	M	50	NO	S FRONT STREET/E JOHNSTON STREET	EXPIRED REGISTRATION CARD/TAG
8/17/2025 1134		M	22	H	NO	US 301/PACKING PLANT RD
8/17/2025 1146		M	41	H	NO	US 301/E HOLDING ST
8/17/2025 1205	W	F	39	NO	US 301/BROGDEN RD	EXPIRED REGISTRATION CARD/TAG

8/17/2025	1215	B	M	34		NO	US 301/BROGDEN RD	FAIL TO WEAR SEAT BELT
8/17/2025	1237	B	M	66		NO	US 70/I 95 EXIT 95	BEGGING
8/17/2025	1341	W	M	19		NO	OUTLET CENTER DR/VENTURE DR	IMPROPER MUFFLER
8/17/2025	1359	W	M	25		NO	OUTLET CENTER DR/SMITHFIELD CROSSING DR	DWLR NOT IMPAIRED REVOCATION
8/17/2025	0628	W	F	36		NO	E. MARKET ST/N. FIFTH ST.	SPEEDING
8/17/2025	0658		F	21	H	NO	E. MARKET ST/S. FIFTH ST	SPEEDING
8/17/2025	0915		M	50	H	NO	S. FRONT ST/E. JOHNSTON ST	NO OPERATORS LICENSE (NOL)
8/17/2025	0925	B	M	25		NO	S. FRONT ST/E. JOHNSTON ST	WINDOW TINT VIOLATION
8/17/2025	0955	B	M	32		NO	S. FRONT ST/E. JOHNSTON ST.	NO OPERATORS LICENSE (NOL)
8/17/2025	1020		M	38	H	NO	S. FRONT ST/E. JOHNSTON ST.	NO OPERATORS LICENSE (NOL)
8/17/2025	1130	W	F	71		NO	E. MARKET ST/WILSON MILLS RD	SPEEDING AT A SPEED OF XX MPH IN A XX MPH ZONE
8/17/2025	1149	W	F	28		NO	W. MARKET ST/M. DURWOOD STEPHENSON PKW	SPEEDING AT A SPEED OF XX MPH IN A XX MPH ZONE
8/17/2025	1202	W	F	78		NO	W. MARKET ST/NC 210	SPEEDING AT A SPEED OF XX MPH IN A XX MPH ZONE
8/17/2025	1217		F	30	H	NO	E. MARKET ST/MALTA ST	SPEEDING
8/17/2025	1304		F	29	H	NO	W. MARKET ST/WILSON MILLS RD	SPEEDING
8/17/2025	1358		F	37	H	NO	W. MARKET ST/M DURWOOD STEPHENSON PKW	SPEEDING
8/17/2025	1414		M	40	H	NO	W. MARKET ST/M. DURWOOD STEPHENSON PKW	OPEN CONTAINER AFTER CONSUMING
8/17/2025	1431		M	21	H	NO	W. MARKET ST/BRITT ST	SPEEDING AT A SPEED OF XX MPH IN A XX MPH ZONE
8/17/2025	1509	B	M	38		NO	E. MARKET ST/N. FOURTH ST.	SPEEDING AT A SPEED OF XX MPH IN A XX MPH ZONE
8/17/2025	0021		M	16	H	NO	HOSPITAL RD/N SEVENTH ST	NO OPERATORS LICENSE (NOL)
8/17/2025	1922	B	M	62		NO	US 70/DURHWOOD STEPHENSON	DWLR NOT IMPAIRED REVOCATION
8/17/2025	1944	W	M	29		NO	US 301/BOOKERDAIRY RD	NO OPERATORS LICENSE (NOL)
8/17/2025	0354		M	24	H	NO	US 70/N NINTH ST	NO OPERATORS LICENSE (NOL)
8/17/2025	1910	W	M	51		NO	OUTLET CENTER DR/VENTURE DR	EXPIRED REGISTRATION CARD/TAG
8/17/2025	1929	W	M	56		NO	US 70/FUTRELL WAY	DWLR NOT IMPAIRED REVOCATION
8/17/2025	2338	B	F	36		NO	US 70/MALTA ST	POSSESS DRUG PARAPHERNALIA
8/17/2025	1018	W	M	18	H	NO	S FRONT ST BLK	NO OPERATORS LICENSE (NOL)
8/17/2025	1109					NO	S FRONT ST BLK	CANCL/REVOK/SUSP CERTIF/TAG
8/18/2025	1220	B	M	74		NO	US 301/PACKING PLANT RD	UNSAFE MOVEMENT
8/18/2025	1541	W	F	32		NO	1299 N BRIGHTLEAF BLVD/	LARCENY BY CHANGING PRICE TAG
8/18/2025	0010	B	M	52		NO	US 70/BARBOUR RD	DWLR NOT IMPAIRED REVOCATION
8/18/2025	0652		F	48	H	NO	NC 210/TULIPTREE DR.	SPEEDING AT A SPEED OF XX MPH IN A XX MPH ZONE
8/18/2025	1554		M	26	H	NO	N. BRIGHLEAF BLVD/BOOKER DAIRY RD.	NO OPERATORS LICENSE (NOL)
8/18/2025	2257		M	30		NO	S EQUITY DR./OUTLET CENTER DR.	FAIL TO STOP AT STOPSIGN
8/18/2025	0929		F	32	H	NO	US 301/BROGDEN RD	NO OPERATORS LICENSE (NOL)
8/19/2025	1856	W	M	29		NO	US 301/M DURWOOD STEPHENSON	EXPIRED REGISTRATION CARD/TAG
8/19/2025	1135	W	M	50		NO	US 70/MALLARD RD	NO OPERATORS LICENSE (NOL)
8/19/2025	1348	W	M	34		P	US 70/S NINTH ST	DWLR NOT IMPAIRED REVOCATION
8/19/2025	0801	W	M	18		NO	M. DURWOOD STEPHENSON/WILSON MILLS RD	SPEEDING
8/19/2025	0839		F	60	H	NO	US 70/WILSON MILLS RD	EXPIRED REGISTRATION CARD/TAG
8/19/2025	1042	W	F	16		NO	BROGDEN RD/I-95	FAIL TO WEAR SEAT BELT
8/19/2025	1045	W	F	16		NO	BROGDEN RD/I-95	FAIL TO WEAR SEAT BELT
8/19/2025	1111		M	22	H	NO	US 70/MALLARD RD.	FAIL TO WEAR SEAT BELT
8/19/2025	1114	W	F	61		NO	US 70/MALLARD RD.	CHILD NOT IN REAR SEAT
8/19/2025	1325	W	M	45		NO	M. DURWOOD STEPHENSON/BOOKER DAIRY RD.	SPEEDING
8/19/2025	1425		M	19	H	NO	US 70/MALLARD RD	WINDOW TINT VIOLATION
8/19/2025	1503	W	M	28		NO	US 70/S. ROGERS DR	SPEEDING
8/19/2025	1520	B	M	42		NO	US 70/S. ROGERS DR	SPEEDING
8/19/2025	1545	W	F	26		NO	M. DURWOOD STEPHENSON/WILSON MILLS RD	SPEEDING
8/19/2025	1553	B	F	45		NO	M. DURWOOD STEPHENSON/WILSON MILLS RD	SPEEDING
8/19/2025	1825		F	49	H	P	OUTLET CENTER DR./S EQUITY DR.	NO OPERATORS LICENSE (NOL)
8/20/2025	2311	B	M	41		NO	OUTLET CENTER DR/SMITHFIELD CROSSING	DWLR NOT IMPAIRED REVOCATION
8/20/2025	1748	B	M	25		NO	I 95/MM 98	WINDOW TINT VIOLATION
8/20/2025	2157	W	M	19		NO	I 95/MM 90	IMPROPER MUFFLER
8/20/2025	2317		F	28	H	NO	OUTLET CENTER DR/US BUS 70	EXPIRED REGISTRATION CARD/TAG
8/20/2025	1313	W	F	29		NO	BRODGEN RD/I95 OFF RAMP	FAIL TO WEAR SEAT BELT
8/20/2025	1408	W	M	28		NO	WAL-PAT RD/BROGDEN RD	FICT/CNCL/REV REG CARD/TAG
8/20/2025	1415	W	M	28		NO	WAL-PAT RD/BROGDEN RD	DWLR NOT IMPAIRED REVOCATION
8/20/2025	0915		F	23	H	NO	S THIRD ST/US 301	FAIL TO STOP AT STOPSIGN
8/20/2025	1120	W	M	58		NO	I 95/MALLARD RD	SOLICITING UPON HIGHWAYS
8/20/2025	1423	B	F	26		NO	US 301/S THIRD ST	UNSAFE MOVEMENT
8/20/2025	1839	B	M	63		NO	BROGDEN/MLK JR BLVD	EXPIRED REGISTRATION CARD/TAG
8/20/2025	1200	B	M	33		NO	US 301/BROGDEN RD	DWLR NOT IMPAIRED REVOCATION
8/20/2025	1400	B	F	28		NO	SMITHFIELD CROSSING DR/OUTLET CENTER DR	FAIL TO STOP AT STOPSIGN
8/20/2025	1418		M	31	H	NO	SMITHFIELD CROSSING DR/OUTLET CENTER DR	FAIL TO STOP AT STOPSIGN
8/20/2025	1544	B	M	47		NO	SMITHFIELD CROSSING DR/OUTLET CENTER DR	FAIL TO STOP AT STOPSIGN
8/20/2025	1210	B	M	23		NO	W. MARKET ST/PARRISH DR	SPEEDING
8/20/2025	1248		F	20	H	NO	W. MARKET ST/WILSON MILLS RD	SPEEDING AT A SPEED OF XX MPH IN A XX MPH ZONE
8/21/2025	0003	W	M	41		NO	US 301/NOBLE ST	EXPIRED REGISTRATION CARD/TAG
8/21/2025	0803	B	M	43		NO	US 301/US 70	RECKLESS DRVG-WANTON DISREGARD
8/21/2025	0808	W	F	72		NO	US 301/GALILEE RD	FAIL TO STOP FOR STOPPED BUS
8/21/2025	2219	W	F	18		NO	US 301/E EDGERTON ST	NO LIABILITY INSURANCE
8/21/2025	2320	W	M	20		NO	I 95/EXIT 95	DWLR IMPAIRED REVOCATION
8/21/2025	0646	B	F	43		NO	W. MARKET ST/PARRISH DR	SPEEDING

8/21/2025 0707		F	43	H	NO	W. MARKET ST/PARRISH DR	SPEEDING
8/21/2025 0719		F	34	H	NO	W. MARKET ST/M. DURWOOD STEPHENSON PKW	SPEEDING AT A SPEED OF XX MPH IN A XX MPH ZONE
8/21/2025 1037	W	F	38		NO	E. MARKET ST/MALTA ST	SPEEDING
8/21/2025 1049	W	F	52		NO	E. MARKET ST/MALTA ST	SPEEDING
8/21/2025 1121		M	44	H	NO	W. MARKET ST/PARRISH DR	SPEEDING
8/21/2025 0824	W	M	31		NO	SR 1341/US 301	DRIVING WHILE TEXTING
8/21/2025 1133	W	M	24		NO	US 301/GALILEE RD	FAIL TO WEAR SEAT BELT
8/21/2025 1701		M	69	H	P	US 301/RAINBOW LN	NO OPERATORS LICENSE (NOL)
8/21/2025 1230	B	M	64		NO	US 301/BRIDGE ST	DWLR NOT IMPAIRED REVOCATION
8/22/2025 0049	B	M	36		NO	US 301/E. HEATH AVE	DWLR NOT IMPAIRED REVOCATION
8/22/2025 0109	B	F	27		NO	MLK JR/FURLONG	NO OPERATORS LICENSE (NOL)
8/22/2025 1138	B	M	40		NO	S. BRIGHLEAF BLVD/E. ROSE ST.	NO OPERATORS LICENSE (NOL)
8/22/2025 1902		M	18	H	NO	BROGDON RD./BROADWAY ST.	DIRECTIONAL SIGNALS EQUIP VIOL
8/22/2025 2205		M	19	H	NO	US 301/E WOODALL ST.	NO OPERATORS LICENSE (NOL)
8/22/2025 0752	W	F	36	N	NO	M DURWOOD STEPHENSON PKWY/WHITE OAK DR	SPEEDING IN SCHOOL ZONE
8/22/2025 0847		M	26	H	NO	M DURWOOD STEPHENSON PKWY/BUFFALO RD	SPEEDING
8/22/2025 1231	B	F	43	N	NO	M DURWOOD STEPHENSON PKWY/BUFFALO RD	SPEEDING
8/22/2025 1454	B	F	30	N	NO	M DURWOOD STEPHENSON PKWY/BOOKER DAIRY RD	SPEEDING IN SCHOOL ZONE
8/22/2025 1104	B	M	47		NO	W MARKET ST/PARRISH DR	EXPIRED REGISTRATION CARD/TAG
8/22/2025 1304	W	M	28		NO	W MARKET ST/PARK AVE	DWLR
8/22/2025 1537	B	F	32		NO	BROGDEN RD/S FIFTH ST	DWLR
8/23/2025 1254		F	34	H	P	US 301/E. MARKET ST	FAIL TO REDUCE SPEED
8/23/2025 1032		M	42	H	NO	SR 1923/WILSON MILLS RD	SPEEDING
8/23/2025 1148		M	39	H	NO	US 70A/S FIFTH ST	OPERATE VEH NO INS
8/23/2025 1806		F	17	H	P	OUTLET CENTER DR/S. EQUITY DR	UNSAFE LANE CHANGE
8/23/2025 0912	W	F	20		NO	US 70/YELVERTON GROVE RD.	SPEEDING AT A SPEED OF XX MPH IN A XX MPH ZONE
8/23/2025 0923		M	37	H	NO	US 70/MALLARD RD.	SPEEDING
8/23/2025 0937	W	F	50		N	US 70/MALLARD RD	SPEEDING
8/23/2025 0957	B	F	33		NO	M. DURWOOD STEPHENSON/WILSON MILLS RD	SPEEDING
8/23/2025 1015	W	M	77		NO	M. DURWOOD STEPHENSON/WILSON MILLS RD.	SPEEDING
8/23/2025 0246	B	M	19		NO	S SIXTH ST/E CHURCH ST.	NO OPERATORS LICENSE (NOL)
8/23/2025 1936		F	26	H	I	US 301/PEEDIN RD	FAIL TO YIELD LEFT TURN
8/23/2025 1103	W	M	37		NO	M DURWOOD STEPHENSON PKWY/BUFFALO RD	EXPIRED REGISTRATION CARD/TAG
8/23/2025 1610		F	26		NO	US 70/OUTLET CENTER DR	DWLR NOT IMPAIRED REVOCATION
8/23/2025 1504		M	34	H	NO	GALILEE BRANCH DR/GALLILEE RD	RECKLESS DRVG-WANTON DISREGARD
8/23/2025 1624	B	F	23		NO		MISDEMEANOR LARCENY
8/23/2025 1630	B	M	27		NO		MISDEMEANOR LARCENY
8/23/2025 1037	W	F	52		NO	M. DURWOOD STEPHENSON/WILSON MILLS RD.	SPEEDING
8/23/2025 1051	B	F	17		NO	M. DURWOOD STEPHENSON/WILSON MILLS RD	SPEEDING
8/23/2025 1102	B	F	55		NO	M. DURWOOD STEPHENSON/BUFFALO RD.	SPEEDING AT A SPEED OF XX MPH IN A XX MPH ZONE
8/23/2025 1117	W	M	38		NO	M. DURWOOD STEPHENSON/WILSON MILLS RD.	SPEEDING
8/23/2025 1140	B	M	60		NO	S. 5TH ST./MARKET ST.	FAIL TO WEAR SEAT BELT
8/23/2025 1202	B	F	55		NO	M. DURWOOD STEPHENSON/WILSON MILLS RD	SPEEDING
8/23/2025 1632	W	F	26		NO	M. DURWOOD STEPHENSON/WILSON MILLS RD.	SPEEDING
8/23/2025 1643	B	M	30		NO	M. DURWOOD STEPHENSON/MARKET ST.	EXPIRED REGISTRATION CARD/TAG
8/24/2025 1136		F	31	H	P	US 70/OUTLET CENTER DR	NO OPERATORS LICENSE (NOL)
8/24/2025 1054	W	M	37		NO		INDECENT EXPOSURE
8/24/2025 0724	W	M	65		NO	I 95/US HWY 70 B.	SPEEDING
8/24/2025 0906	B	M	53		NO	M. DURWOOD STEPHENSON/N. BRIGHTLEAF BLVD	INSPECTION VIOLATION
8/24/2025 2122		F	32	H	NO	1299 N. BRIGHTLEAF BLVD/	MISDEMEANOR LARCENY
8/25/2025 0724	B	M	20		NO	I 95/MM 98	FOLLOWING TOO CLOSELY
8/25/2025 1429		F	19	H	NO	I 95/MM 98	WINDOW TINT VIOLATION
8/25/2025 1520	B	F	57		NO	PINE ST/DOGWOOD ST	CRUELTY TO ANIMALS
8/25/2025 0652	B	M	48		NO	US 301/70	EXPIRED REGISTRATION CARD/TAG
8/25/2025 0959	W	F	68		NO	SMITHFIELD CROSSING/OUTLET CENTER DR	DWLR IMPAIRED REVOCATION
8/25/2025 1358	W	F	19		I	S. EQUITY DR/OUTLET CENTER DR	FAILURE TO YIELD
8/25/2025 1637	W	F	56		NO	BERKSHIRE/W. EDGERTON	DWLR NOT IMPAIRED REVOCATION
8/25/2025 1018	B	F	28		NO	BROGDEN RD/MARTIN LUTHER KING JR DR	DWLR NOT IMPAIRED REVOCATION
8/25/2025 1218	B	M	61		NO	BUFFALO RD/HOLLAND DR	DWLR NOT IMPAIRED REVOCATION
8/25/2025 0716		M	42	H	NO	US 70/N FRONT ST	EXPIRED REGISTRATION CARD/TAG
8/25/2025 0924		M	19	H	NO	US 70/COLLEGE RD	FAIL TO MAINTAIN LANE CONTROL
8/25/2025 1450	W	F	36		NO	US 70/I 95	EXPIRED REGISTRATION CARD/TAG
8/25/2025 0551		M	58	H	NO	US 301/HOSPITAL RD	DWLR NOT IMPAIRED REVOCATION
8/26/2025 2214	B	M	25		NO	US 301/VENTURE DR	SIMPLE POSSESS SCHEDULE VI CS
8/26/2025 1132	W	M	33		NO	OUTLET CENTER DR/COMPONENTS DR	DWLR NOT IMPAIRED REVOCATION
8/26/2025 0552	B	F	20		NO	US 70/US 301	DWLR NOT IMPAIRED REVOCATION
8/26/2025 0745	B	M	47		NO	US 70/N FRONT ST	EXPIRED REGISTRATION CARD/TAG
8/26/2025 1305		F	32		NO		MISDEMEANOR LARCENY
8/26/2025 1431	W	F	25		NO	US 70/US 301	EXPIRED REGISTRATION CARD/TAG
8/26/2025 1620	B	F	33		NO	US 70/NC 210	DWLR IMPAIRED REVOCATION
8/26/2025 1551		F	32	H	NO	SMITHFIELD CROSSING DR/OUTLET CENTER DR	FAIL TO STOP AT STOP SIGN
8/26/2025 1630	B	F	48		NO	US 301/TYLER DR	WINDOW TINT VIOLATION
8/26/2025 1655	W	M	53		NO	US 301/S. FIFTH STREET	FAIL TO WEAR SEAT BELT
8/26/2025 1722		F	29	H	P	US 70/COLLEGE RD	FAIL TO REDUCE SPEED

8/26/2025 1942		F	33	H	NO	US 301/FIFTH ST	FAIL TO STOP-STEADY RED LIGHT
8/26/2025 1832	B	F	25		NO	S BRIGHTLEAF BLVD	DWLR
8/26/2025 0737	W	F	28	N	NO	BOOKER DAIRY RD/M DURWOOD STEPHENSON PKWY	SPEEDING IN SCHOOL ZONE
8/26/2025 0754	W	F	65	N	NO	M DURWOOD STEPHENSON PKWY/BOOKER DAIRY RD	SPEEDING IN SCHOOL ZONE
8/27/2025 1828	W	F	67		NO	NORTH ST/N FOURTH ST	UNSAFE MOVEMENT
8/27/2025 2151	B	M	39		NO	US 70/FUTRELL WAY	DWLR NOT IMPAIRED REVOCATION
8/27/2025 0722	B	F	20		NO	M DURWOOD STEPHENSON PKWY/BUFFALO RD	EXPIRED REGISTRATION CARD/TAG
8/27/2025 1117	W	M	18		NO	COLLEGE RD/JAGUAR DR	FAIL TO REDUCE SPEED
8/27/2025 0750	W	M	47		NO	US 70/MALLARD RD	DWLR NOT IMPAIRED REVOCATION
8/27/2025 1509		F	36	H	NO	US 70/S FIFTH ST	DRIVE LEFT OF CENTER
8/27/2025 0627	W	F	33		P	S. 2ND ST./E DAVIS ST.	FAILURE TO YIELD
8/27/2025 1141	B	F	22		NO	N. 4TH ST./CASWELL ST.	EXPIRED REGISTRATION CARD/TAG
8/27/2025 1244	W	M	67		NO	N. 5TH ST./HANCOCK ST.	OPERATE VEH NO INS
8/27/2025 1510	W	M	59	N	NO	MASSEY ST/COLLIER	EXPIRED REGISTRATION CARD/TAG
8/29/2025 1920	W	M	35		NO	1299 N. BRIGHTLEAF BLVD/M. DURWOOD STEPH	MISDEMEANOR LARCENY
8/29/2025 1332	W	F	48		NO	US 301/SMITHFIELD	EXPIRED REGISTRATION CARD/TAG
8/29/2025 1349	W	F	48		NO	US 301/HOSPITAL RD	POSSESS DRUG PARAPHERNALIA
8/30/2025 1057	B	M	42		NO	US 70/301	FAIL TO STOP-STEADY RED LIGHT
8/30/2025 0023	B	F	31		NO	US 301/VENTURE DR	NO OPERATORS LICENSE (NOL)
8/30/2025 2307	B	M	20		NO	US 70/FRONT ST	POSSESS MARIJUANA GREATER THAN 1/2 OZ TO 1 1/2 OZ
8/30/2025 2314	B	M	18		NO	US 70/FRONT ST	POSSESS MARIJUANA GREATER THAN 1/2 OZ TO 1 1/2 OZ
8/30/2025 2318	B	M	19		NO	US 70/FRONT ST	POSSESS MARIJUANA GREATER THAN 1/2 OZ TO 1 1/2 OZ
8/30/2025 0820	B	M	32		NO	NC 210/SKYLAND DR	EXPIRED REGISTRATION CARD/TAG
8/30/2025 1252		M	26	H	NO	W LANGDON/S VERMONT	NO OPERATORS LICENSE (NOL)
8/30/2025 1431	W	F	56		NO	US 70/N SEVENTH ST	NO OPERATORS LICENSE (NOL)
8/30/2025 1103	W	M	33		NO	US 301/SHELTER WAY	DWLR NOT IMPAIRED REVOCATION
8/30/2025 2238		F	30		NO	E. MARKET ST/BRIGHTLEAF BLVD	SPEEDING
8/30/2025 0229	B	F	19		NO	US 70/COLLEGE RD	ADDITIONAL LIGHTING EQUIP VIOL
8/30/2025 0251		F	53	H	NO	US 301/S. THIRD STREET	NO OPERATORS LICENSE (NOL)
8/30/2025 0438	W	F	23		NO	BROGDEN RD/BLOUNT STREET	FAILURE TO BURN HEADLAMPS
8/30/2025 2308		F	30		NO	US 70/COLLEGE RD	FAILURE TO BURN HEADLAMPS
8/30/2025 1112	B	F	23		NO	N BRIGHTLEAF BLVD/HOSPITAL RD	EXPIRED REGISTRATION CARD/TAG
8/31/2025 1016		M	68	H	NO	US 301/DURRWOOD STEPHEONS	NO OPERATORS LICENSE (NOL)
8/31/2025 1242	W	M	62		NO	US 301/WALL PAT RD	DWLR IMPAIRED REVOCATION
8/31/2025 1249	W	M	18		NO	OUTLET CENTER DR/VENTURE	IMPROPER USE OF TRAFFIC LANE
8/31/2025 1706	W	M	47		NO	OUTLET CENTER DR/SMITHFIELD CROSSING	DWLR NOT IMPAIRED REVOCATION
8/31/2025 0933		M	50		NO	US 301/E JOHNSTON ST	DWLR IMPAIRED REVOCATION
8/31/2025 1442		M	32	H	NO	BROGDEN RD/I 95	NO OPERATORS LICENSE (NOL)
8/31/2025 1744	B	F	54		NO	US 70/US 301	FAILURE TO YIELD
8/31/2025 1951	W	F	33		NO	E. MARKET ST/MALTA ST	SPEEDING
8/31/2025 2205		M	22	H	NO	W. MARKET ST/S. THIRD ST	SPEEDING AT A SPEED OF XX MPH IN A XX MPH ZONE
8/31/2025 2308	B	M	41		NO	W. MARKET ST/FAREWAY DR	SPEEDING
8/31/2025 2349		M	20	H	NO	W. MARKET ST/THOMPSON OVERLOOK WAY	SPEEDING



Town of Smithfield
Fire Department
August 2025

I. Statistical Section

	Aug.	YTD
Confirmed Structure Fires	4	42
EMS Responses	168	1,400
Misc./Other Calls	34	289
Mutual Aid Calls	12	82
TOTAL EMERGENCY RESPONSES	278	2,221

	Aug.	YTD
Fire Inspections	47	549
Public Fire Education Programs	3	19
# Of Children Educated	380	789
# Of Adults Educated	150	411
Plans Review Construction/Renovation Projects	27	200
Fire Department Permits reviewed / Issued	32	294
Business Preplans	20	91
Fire Related Injuries & Deaths	0	0
# Of Civilian Deaths	0	0
# Of Civilian Injuries	0	0

II. Major Revenues

	Aug.	YTD
Inspections/Permits	\$1,933.92	\$13,739.86
Fire Recovery USA	\$160.00	\$6,411.10

III. Personnel Update:

Continuous Part-time positions available, 12 p/t positions currently filled including the p/t fire inspector.

IV. Narrative of monthly departmental activities:

- Squad was in-service 15 of 21 days
- Training Hours for the month = 391 hours
- Total Training Hours = 4,095.5 hours
- Website Updating (Continuing)

- Follow-ups and Re-inspections.
- Onboarding process for new FF's.
- Professional Development – Career Ladder.
- Fire Inspector Selection/Interview Process
- Apparatus Knox Box Installs
- ESO Training on Inspections
- Plans Review/Site Plan Assessment

V. Upcoming Plans

- Continue professional development.
- Begin budget preparation.
- New Firefighter shift assignments.
- Onboarding process for new Fire Inspector.
- Country Inn and Suites Fire Alarm Inspection and Testing
- Fire Marshal Institute Conference (Blake)
- Fire Plans Review Training course (Steve & Blake)
- Medical Mall Fire Alarm and Sprinkler Inspections



Reporting

08/01/2025 - 08/31/2025

Last Month

Work Orders

Asset Health

Reporting Details

Recent Activity

Export Data

Custom Dashboards

Assigned To

Due Date

Location

Priority

+ Add Filter

Work Orders

Created vs. Completed >

+ Add to Dashboard

193

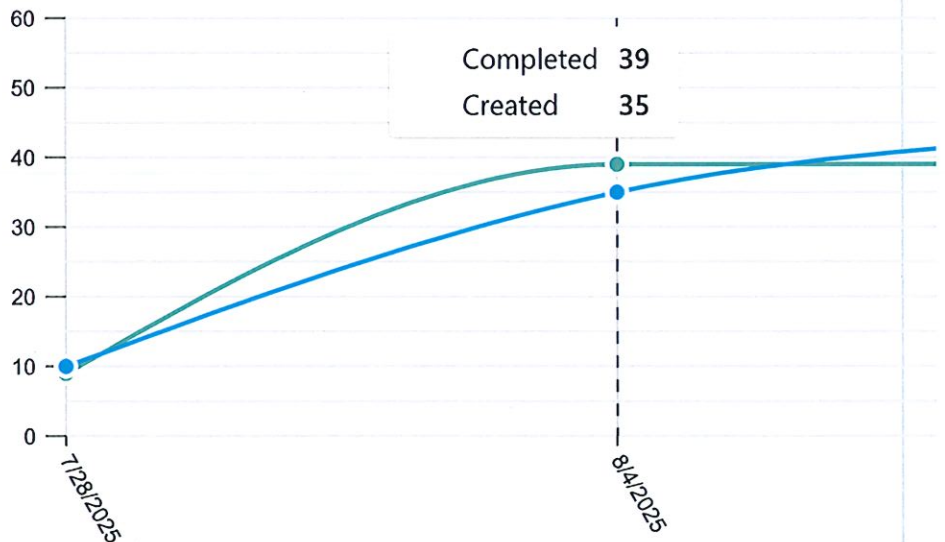
Created

193

Completed

100.0%

Percent Completed



Work Orders by Type ⓘ >

+

Preventive

Reactive

Other

%

Total Preventive Ratio

Support

Lawrence Davis

Settings

**Town of Smithfield
Public Works Department
August 31, 2025**



193 Total Work Orders completed by the Public Works Department

0 Burials, at \$775.00 each = \$0.00

2 Cremation Burial, \$475.00 each = \$0.00

\$2,000 Sunset Cemetery Lot Sales

\$0 Riverside Extension Cemetery Lot Sales

484.59 tons of household waste collected

190.00 tons of yard waste collected

3.50 tons of recycling collected

0 gallons of used motor oil were recycled

250 scrap tires were recycled

Town of Smithfield
Public Works Appearance Division
Cemetery, Landscapes, and Grounds Maintenance
Buildings, Facilities, and Sign Division
Monthly Report
August 31, 2025



I. Statistical Section

__0__ Burials

__1__ Works Orders – Buildings & Facilities Division

__47__ Work Orders – Grounds Division

__44__ Work Orders – Sign Division

II. Major Revenues

Sunset Cemetery Lot Sales: \$2,000.00

Riverside Ext Cemetery Lot Sales: \$ 0

Grave Opening Fees: \$ 0

Total Revenue: \$2,000.00

III. Major Expenses for the Month:

The Appearance Division paid \$2,600.00 to Patrick's Tree Service for cutting a tree down and 2 limbs off a separate tree.

IV. Personnel Update:

No new personnel for the month.

V. Narrative of monthly departmental activities:

The overall duties include daily maintenance on cemeteries, landscapes, rights-of-way, buildings, and facilities. The Appearance Division safety meeting was on "Glucose" with Jamie Pearce



Reporting

08/01/2025 - 08/31/2025

Last Month

Work Orders

Asset Health

Reporting Details

Recent Activity

Export Data

Custom Dashboards

Jesus Mier

Due Date

Location

Priority

+ Add Filter

Work Orders

Created vs. Completed >

+ Add to Dashboard

44

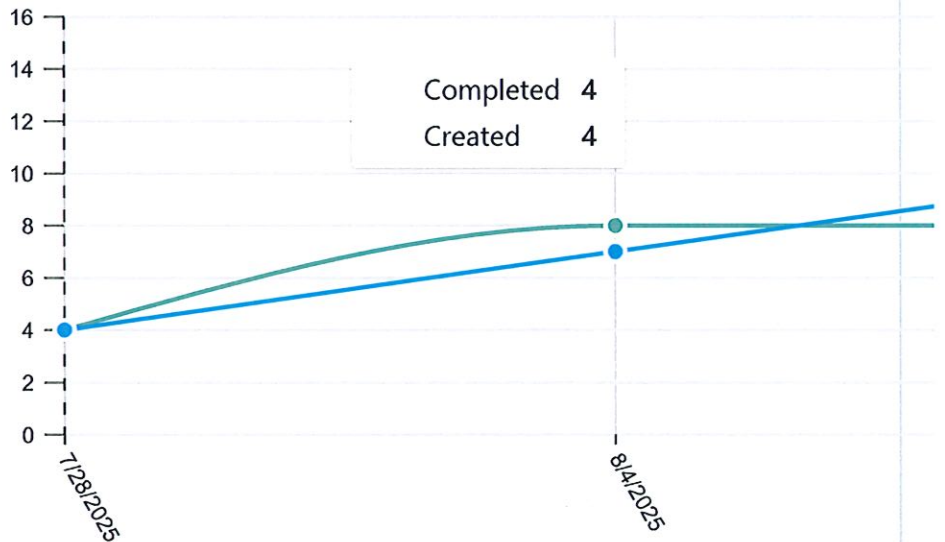
Created

44

Completed

100.0%

Percent Completed



Work Orders by Type ⓘ >

+

Preventive

Reactive

Other

%
Total
Preventive
Ratio

Support

Lawrence Davis

Settings



Work Orders List for 08/01/2025 - 08/31/2025

WORK ORDER INFO		LOCATION & ASSET	DUE & STATUS		TIME & COST		PROCEDURE ANSWERS
ID: #5779	Weedat roundabout on outlet center drive	Appearance Division Parent: Weedeaters Appearance Division	✓ Done Completed by Jesus Mier on 08/01/2025		Total Time Costs Total Time	\$10.64 30m 0s	
Type: Reactive					Total Costs	\$10.64	
Appearance Division							
Jesus Mier							
ID: #5780	Cut and weedat welcome sign in east smithfield by burger King	Appearance Division Parent: Scag mower #1 Appearance Division	✓ Done Completed by Jesus Mier on 08/01/2025		Total Time Costs Total Time	\$15.96 45m 0s	
Type: Reactive					Total Costs	\$15.96	
Appearance Division							
Jesus Mier							
ID: #5781	Prune suckers on the bottom of the crepe myrtle trees on hancock, Castell and bridge st	Appearance Division Parent: Gas pruners Appearance Division	✓ Done Completed by Jesus Mier on 08/01/2025		Total Time Costs Total Time	\$31.92 1h 30m 0s	
Type: Reactive					Total Costs	\$31.92	
Appearance Division							
Jesus Mier							

WORK ORDER INFO		LOCATION & ASSET	DUE & STATUS		TIME & COST	PROCEDURE ANSWERS
ID: #5782	Prune suckers on the bottom of the crepe myrtle trees on S. fourth st and side roads	Appearance Division Gas pruners Parent: Appearance Division	✓ Done	Completed by Jesus Mier on 08/01/2025	Total Time Costs Total Time Total Costs	\$21.28 1h 0m 0s \$21.28
Type: Reactive		<div>Appearance Division</div>				
Jesus Mier						
ID: #5772	Cut and weedat pine acres	Appearance Division Scag mower #1 Parent: Appearance Division	✓ Done	Completed by Jesus Mier on 08/06/2025	Total Time Costs Total Time Total Costs	\$42.56 2h 0m 0s \$42.56
Type: Reactive		<div>Appearance Division</div>				
Jesus Mier						
ID: #5799	Cut and weedat sunset cemetery	Appearance Division Scag mower #1 Parent: Appearance Division	✓ Done	Completed by Jesus Mier on 08/06/2025	Total Time Costs Total Time Total Costs	\$170.24 8h 0m 0s \$170.24
Type: Reactive		<div>Appearance Division</div>				
Jesus Mier						
ID: #5800	Cut and weedat riverside cemetery and extension	Appearance Division Scag mower #1 Parent: Appearance Division	✓ Done	Completed by Jesus Mier on 08/06/2025	Total Time Costs Total Time Total Costs	\$170.24 8h 0m 0s \$170.24
Type: Reactive		<div>Appearance Division</div>				
Jesus Mier						
ID: #5801		Appearance Division	✓ Done		Total Time Costs	\$21.28

WORK ORDER INFO	LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
Cut and weedeat townhall Type: Reactive <div>Appearance Division</div> Jesus Mier	Scag mower #1 Parent: Appearance Division	Completed by Jesus Mier on 08/06/2025 <div>Done</div>	Total Time 1h 0m 0s Total Costs \$21.28	
ID: #5806 Check catch basins in south smithfield Type: Reactive <div>Appearance Division</div> Jesus Mier	Appearance Division Truck 903 Parent: Appearance Division	Completed by Jesus Mier on 08/07/2025 <div>Done</div>	Total Time Costs Total Time 4h 0m 0s Total Costs \$85.12	
ID: #5812 Cut and weedeat rose manor Type: Reactive <div>Appearance Division</div> Jesus Mier	Appearance Division Scag mower #1 Parent: Appearance Division	Completed by Jesus Mier on 08/08/2025 <div>Done</div>	Total Time Costs Total Time 1h 0m 0s Total Costs \$21.28	
ID: #5813 Cut and weedeat welcome sign in west smithfield Type: Reactive <div>Appearance Division</div> Jesus Mier	Appearance Division Scag mower #1 Parent: Appearance Division	Completed by Jesus Mier on 08/08/2025 <div>Done</div>	Total Time Costs Total Time 30m 0s Total Costs \$10.64	
ID: #5814 Cut and weedeat welcome sign in south smithfield Type: Reactive Jesus Mier	Appearance Division Scag mower #1 Parent: Appearance Division	Completed by Jesus Mier on 08/08/2025 <div>Done</div>	Total Time Costs Total Time 30m 0s Total Costs \$10.64	

WORK ORDER INFO		LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
<div>Appearance Division</div> Jesus Mier	ID: #5825	Appearance Division	✓ Done	Total Time Costs	\$21.28
	Cut and weedeat townhall	Scag mower #1 Parent: Appearance Division	Completed by Jesus Mier on 08/11/2025	Total Time Total Costs	1h 0m 0s \$21.28
<div>Appearance Division</div> Jesus Mier	ID: #5826	Appearance Division	✓ Done	Total Time Costs	\$53.20
	Cut and weedeat substation on brogden	Scag mower #1 Parent: Appearance Division	Completed by Jesus Mier on 08/12/2025	Total Time Total Costs	2h 30m 0s \$53.20
<div>Appearance Division</div> Jesus Mier	ID: #5843	Appearance Division	✓ Done	Total Time Costs	\$21.28
	Cut and weedeat dollar general lot	Scag mower #1 Parent: Appearance Division	Completed by Jesus Mier on 08/12/2025	Total Time Total Costs	1h 0m 0s \$21.28
<div>Appearance Division</div> Jesus Mier	ID: #5842	Appearance Division	✓ Done	Total Time Costs	\$42.56
	Check catch basins	Truck 903 Parent: Appearance Division	Completed by Jesus Mier on 08/12/2025	Total Time Total Costs	2h 0m 0s \$42.56
<div>Appearance Division</div> Jesus Mier	ID: #5854	Appearance Division	✓ Done	Total Time Costs	\$21.28

WORK ORDER INFO	LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
Cut fallen branch at sunset cemetery Type: Reactive Appearance Division Jesus Mier	Chain saw Parent: Appearance Division	Completed by Jesus Mier on 08/15/2025	Total Time 1h 0m 0s Total Costs \$21.28	
ID: #5860 Cut and weedeat police station Type: Reactive Appearance Division Jesus Mier	Appearance Division Scag mower #1 Parent: Appearance Division	✓ Done Completed by Jesus Mier on 08/15/2025	Total Time Costs Total Time 1h 30m 0s Total Costs \$31.92	
ID: #5862 Cut grass and bushes at 935 Blount st Type: Reactive Appearance Division Lawrence Davis Jesus Mier	Appearance Division Scag mower #1 Parent: Appearance Division	✓ Done Completed by Jesus Mier on 08/15/2025	Total Time Costs Total Time 1h 0m 0s Total Costs \$150.00	
ID: #5861 Cut and weedeat overgrown grass at 204 Britt st. Type: Reactive Appearance Division Jesus Mier	Appearance Division Scag mower #1 Parent: Appearance Division	✓ Done Completed by Jesus Mier on 08/15/2025	Total Time Costs Total Time 1h 0m 0s Total Costs \$150.00	
ID: #5864 Cut and weedeat peedin road Type: Reactive	Appearance Division Scag mower #1 Parent: Appearance Division	✓ Done Completed by Jesus Mier on 08/18/2025	Total Time Costs Total Time 1h 0m 0s Total Costs \$21.28	

WORK ORDER INFO		LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
<div>Appearance Division</div> <div>Jesus Mier</div>	ID: #5863	Appearance Division	✓ Done	Total Time Costs	\$10.64
	Cut and weedat welcome sign in east smithfield	Scag mower #1 Parent: Appearance Division	Completed by Jesus Mier on 08/18/2025	Total Time	30m 0s
	Type: Reactive			Total Costs	\$10.64
<div>Appearance Division</div> <div>Jesus Mier</div>	ID: #5876	Appearance Division	✓ Done	Total Time Costs	\$21.28
	Cut and weedat john thomas cemetery	Scag mower #1 Parent: Appearance Division	Completed by Jesus Mier on 08/18/2025	Total Time	1h 0m 0s
	Type: Reactive			Total Costs	\$21.28
<div>Appearance Division</div> <div>Jesus Mier</div>	ID: #5878	Appearance Division	✓ Done	Total Time Costs	\$42.56
	Cut and weedat resthaven cemetery	Scag mower #1 Parent: Appearance Division	Completed by Jesus Mier on 08/18/2025	Total Time	2h 0m 0s
	Type: Reactive			Total Costs	\$42.56

WORK ORDER INFO		LOCATION & ASSET	DUE & STATUS		TIME & COST	PROCEDURE ANSWERS
ID: #5881	Cut and weedeat Simple twist parking area	Appearance Division Scag mower #1 Parent: Appearance Division	✓ Done Completed by Jesus Mier on 08/19/2025	Total Time Costs Total Time Total Costs	\$21.28 1h 0m 0s \$21.28	
Type: Reactive	Appearance Division					
Jesus Mier						
ID: #5877	Cut and weedeat pine acres	Appearance Division Scag mower #1 Parent: Appearance Division	✓ Done Completed by Jesus Mier on 08/19/2025	Total Time Costs Total Time Total Costs	\$42.56 2h 0m 0s \$42.56	
Type: Reactive	Appearance Division					
Jesus Mier						
ID: #5882	Cut and weedeat townhall	Appearance Division Scag mower #1 Parent: Appearance Division	✓ Done Completed by Jesus Mier on 08/19/2025	Total Time Costs Total Time Total Costs	\$21.28 1h 0m 0s \$21.28	
Type: Reactive	Appearance Division					
Jesus Mier						
ID: #5880	Cut and weedeat downtown streets	Appearance Division Scag mower #1 Parent: Appearance Division	✓ Done Completed by Jesus Mier on 08/19/2025	Total Time Costs Total Time Total Costs	\$53.20 2h 30m 0s \$53.20	
Type: Reactive	Appearance Division					
Jesus Mier						

WORK ORDER INFO	LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
ID: #5889 Cut and weedeat welcome sign in west smithfield Type: Reactive Appearance Division Jesus Mier	Appearance Division Scag mower #1 Parent: Appearance Division	✓ Done Completed by Jesus Mier on 08/20/2025	Total Time Costs Total Time \$10.64 30m 0s Total Costs \$10.64	
ID: #5890 Cut and weedeat rose manor Type: Reactive Appearance Division Jesus Mier	Appearance Division Scag mower #1 Parent: Appearance Division	✓ Done Completed by Jesus Mier on 08/21/2025	Total Time Costs Total Time \$21.28 1h 0m 0s Total Costs \$21.28	
ID: #5901 Cut and weedeat sunset cemetery Type: Reactive Appearance Division Jesus Mier	Appearance Division Scag mower #1 Parent: Appearance Division	✓ Done Completed by Jesus Mier on 08/21/2025	Total Time Costs Total Time \$191.52 9h 0m 0s Total Costs \$191.52	
ID: #5902 Cut a d weedeat riverside cemetery and extension Type: Reactive Appearance Division Jesus Mier	Appearance Division Scag mower #1 Parent: Appearance Division	✓ Done Completed by Jesus Mier on 08/22/2025	Total Time Costs Total Time \$42.56 2h 0m 0s Total Costs \$42.56	
ID: #5912 Raise up 2 crepe myrtle trees in front of	Appearance Division	✓ Done Completed by Jesus Mier on 08/22/2025	Total Time Costs Total Time \$10.64 30m 0s	

WORK ORDER INFO	LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
12/20 boutique on second st. Type: Reactive Appearance Division Jesus Mier	Pole saw Parent: Appearance Division		Total Costs \$10.64	
ID: #5914 Empty trash cans at all cemeteries Type: Reactive Appearance Division Jesus Mier	Appearance Division Truck 903 Parent: Appearance Division	✓ Done Completed by Jesus Mier on 08/22/2025	Total Time Costs Total Time \$21.28 1h 0m 0s Total Costs \$21.28	
ID: #5915 Cut broken branch on tree in resthaven cemetery Type: Reactive Appearance Division Jesus Mier	Appearance Division Pole saw Parent: Appearance Division	✓ Done Completed by Jesus Mier on 08/22/2025	Total Time Costs Total Time \$10.64 30m 0s Total Costs \$10.64	
ID: #5916 Cut and weedeat townhall Type: Reactive Appearance Division Jesus Mier	Appearance Division Scag mower #1 Parent: Appearance Division	✓ Done Completed by Jesus Mier on 08/25/2025	Total Time Costs Total Time \$21.28 1h 0m 0s Total Costs \$21.28	
ID: #5917 Cut fallen tree branch at sunset on 70 side Type: Reactive	Appearance Division Chain saw Parent: Appearance Division	✓ Done Completed by Jesus Mier on 08/25/2025	Total Time Costs Total Time \$21.28 1h 0m 0s Total Costs \$21.28	

WORK ORDER INFO		LOCATION & ASSET	DUE & STATUS		TIME & COST	PROCEDURE ANSWERS
<div>Appearance Division</div> Jesus Mier	ID: #5925	Appearance Division	✓ Done	Total Time Costs	\$21.28	
	Prune bushes at the pine acres sign on pine st.	Gas pruners	Completed by Jesus Mier on 08/25/2025	Total Time	1h 0m 0s	
	Type: Reactive			Total Costs	\$21.28	
	<div>Appearance Division</div> Jesus Mier					
<div>Appearance Division</div> Jesus Mier	ID: #5919	Appearance Division	✓ Done	Total Time Costs	\$21.28	
	Cut and weedat dollar general lot	Scag mower #1	Completed by Jesus Mier on 08/25/2025	Total Time	1h 0m 0s	
	Type: Reactive			Total Costs	\$21.28	
	<div>Appearance Division</div> Jesus Mier					
<div>Appearance Division</div> Jesus Mier	ID: #5926	Appearance Division	✓ Done	Total Time Costs	\$21.28	
	Cut and weedat peedin rd.	Scag mower #1	Completed by Jesus Mier on 08/25/2025	Total Time	1h 0m 0s	
	Type: Reactive			Total Costs	\$21.28	
	<div>Appearance Division</div> Jesus Mier					
<div>Appearance Division</div> Jesus Mier	ID: #5918	Appearance Division	✓ Done	Total Time Costs	\$21.28	
	Cut and weedat john thomas cemetery	Appearance Division	Completed by Jesus Mier on 08/25/2025	Total Time	1h 0m 0s	
	Type: Reactive			Total Costs	\$21.28	
	<div>Appearance Division</div> Jesus Mier					

WORK ORDER INFO		LOCATION & ASSET		DUE & STATUS		TIME & COST		PROCEDURE ANSWERS
ID: #5931	Cut and weedeat substation on brogden rd	Appearance Division Scag mower #1	Parent: Appearance Division	✓ Done Completed by Jesus Mier on 08/26/2025	Total Time Costs Total Time	\$42.56 2h 0m 0s		
Type: Reactive					Total Costs	\$42.56		
Appearance Division								
Jesus Mier								
ID: #5938	Cut and weedeat pine acres	Appearance Division Scag mower #1	Parent: Appearance Division	✓ Done Completed by Jesus Mier on 08/26/2025	Total Time Costs Total Time	\$42.56 2h 0m 0s		
Type: Reactive					Total Costs	\$42.56		
Appearance Division								
Jesus Mier								
ID: #5940	Mow sunset cemetery	Appearance Division Scag mower #1	Parent: Appearance Division	✓ Done Completed by Jesus Mier on 08/28/2025	Total Time Costs Total Time	\$170.24 8h 0m 0s		
Type: Reactive					Total Costs	\$170.24		
Appearance Division								
Jesus Mier								
ID: #5966	Cut and weedeat oakland cemetery	Appearance Division Scag mower #1	Parent: Appearance Division	✓ Done Completed by Jesus Mier on 09/04/2025	Total Time Costs Total Time	\$170.24 8h 0m 0s		
Type: Reactive					Total Costs	\$170.24		
Appearance Division								
Jesus Mier								

Signed off by

Date



Reporting

08/01/2025 - 08/31/2025

Last Month

Work Orders

Asset Health

Reporting Details

Recent Activity

Export Data

Custom Dashboards

J.B. Young

Due Date

Location

Priority

+ Add Filter

Work Orders

Created vs. Completed >

+ Add to Dashboard

47

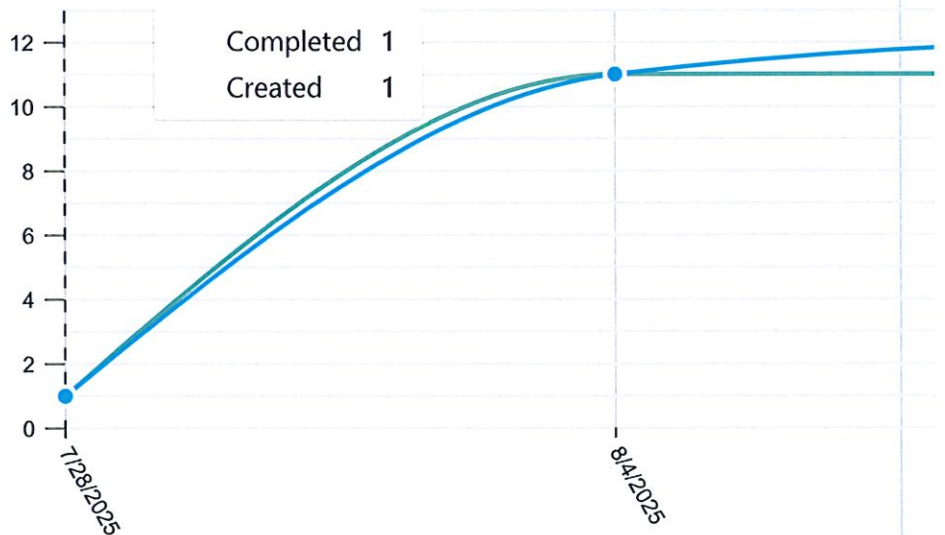
Created

46

Completed

97.9%

Percent Completed



Work Orders by Type ⓘ >

+

Preventive

Reactive

Other

%
Total
Preventive
Ratio

242

Support

Lawrence Davis

Settings



Work Orders List for 08/01/2025 - 08/31/2025

WORK ORDER INFO		LOCATION & ASSET	DUE & STATUS		TIME & COST		PROCEDURE ANSWERS
ID: #5784	Debris blocking view of stopsign	Type: Reactive	✓ Done	Completed by J.B. Young on 08/01/2025	Total Time Costs Total Time	\$4.55 18m 11s	
	Signage				Total Costs	\$4.55	
	J.B. Young						
ID: #5787	Bush blocking view of stopsign	Type: Reactive	✓ Done	Completed by J.B. Young on 08/04/2025	Total Time Costs Total Time	\$5.01 20m 3s	
	Signage				Total Costs	\$5.01	
	J.B. Young						
ID: #5788	Blind corner	Type: Reactive	✓ Done	Completed by J.B. Young on 08/04/2025	Total Time Costs Total Time	\$7.50 30m 0s	
	Signage				Total Costs	\$7.50	
	J.B. Young						
ID: #5789	Cut ditch	Type: Reactive	✓ Done	Completed by J.B. Young on 08/04/2025	Total Time Costs Total Time	\$41.25 2h 45m 0s	
	Signage				Total Costs	\$41.25	
	J.B. Young						

WORK ORDER INFO	LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
ID: #5791 Faded street blades Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 08/05/2025	Total Time Costs Total Time 1h 15m 7s Total Costs \$18.78	
ID: #5796 Cut ditch Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 08/05/2025	Total Time Costs Total Time 3h 15m 0s Total Costs \$48.75	
ID: #5792 708 Blount Street Type: Reactive Low Drainage Potholes and street repairs J.B. Young	Drainage Division Street Division	08/05/2025 ✓ Done Completed by J.B. Young on 08/06/2025	Total Time Costs Total Time 10m 0s Total Costs \$2.50	Square Feet of repair : 2x2 Bags of Perma Patch used.: 2-bags Names of worker(s): Jb Jesus Willie cliff
ID: #5805 Broken limbs hanging in street Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 08/07/2025	Total Time Costs Total Time 15m 14s Total Costs \$3.81	
ID: #5802 Leaning stop sign in Bellas Sqaure Type: Reactive Low		08/07/2025 ✓ Done Completed by J.B. Young on 08/07/2025	Total Time Costs Total Time 15m 38s Total Costs \$3.91	

WORK ORDER INFO	LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
Signage				
J.B. Young				
ID: #5815				
Cut right away		✓ Done	Total Time Costs	\$37.50
Type: Reactive		Completed by J.B. Young on 08/08/2025	Total Time	2h 30m 0s
Signage			Total Costs	\$37.50
J.B. Young				
ID: #5816				
Cut ditch		✓ Done	Total Time Costs	\$3.75
Type: Reactive		Completed by J.B. Young on 08/08/2025	Total Time	15m 0s
Signage			Total Costs	\$3.75
J.B. Young				
ID: #5817				
Cut right away		✓ Done	Total Time Costs	\$6.25
Type: Reactive		Completed by J.B. Young on 08/08/2025	Total Time	25m 0s
Signage			Total Costs	\$6.25
J.B. Young				
ID: #5822				
Blind corner		✓ Done	Total Time Costs	\$6.35
Type: Reactive		Completed by J.B. Young on 08/11/2025	Total Time	25m 25s
Signage			Total Costs	\$6.35
J.B. Young				
ID: #5823				
Vines growing on speed limit sign		✓ Done	Total Time Costs	\$2.70
Type: Reactive		Completed by J.B. Young on 08/11/2025	Total Time	10m 49s
Signage			Total Costs	\$2.70
J.B. Young				

WORK ORDER INFO	LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
ID: #5824 Faded stopsign Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 08/11/2025	Total Time Costs Total Time \$3.78 15m 8s Total Costs \$3.78	
ID: #5827 Faded 25mph sign Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 08/11/2025	Total Time Costs Total Time \$2.55 10m 12s Total Costs \$2.55	
ID: #5828 25mph sign leaning Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 08/11/2025	Total Time Costs Total Time \$1.42 5m 41s Total Costs \$1.42	
ID: #5829 Cut right away Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 08/11/2025	Total Time Costs Total Time \$18.75 1h 15m 0s Total Costs \$18.75	
ID: #5838 Stopsign leaning Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 08/11/2025	Total Time Costs Total Time \$2.00 8m 0s Total Costs \$2.00	
ID: #5845 Faded stopsign Type: Reactive		✓ Done Completed by J.B. Young on 08/12/2025	Total Time Costs Total Time \$5.34 21m 21s Total Costs \$5.34	

WORK ORDER INFO	LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
Signage J.B. Young				
ID: #5852 Fallen tree in road Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 08/13/2025	Total Time Costs Total Time Total Costs	\$7.50 30m 0s \$7.50
ID: #5857 Cut right away Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 08/14/2025	Total Time Costs Total Time Total Costs	\$16.25 1h 5m 0s \$16.25
ID: #5858 Cut right away Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 08/14/2025	Total Time Costs Total Time Total Costs	\$11.25 45m 0s \$11.25
ID: #5874 Cut right away Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 08/18/2025	Total Time Costs Total Time Total Costs	\$18.75 1h 15m 0s \$18.75
ID: #5875 Cut around Way finding signs Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 08/18/2025	Total Time Costs Total Time Total Costs	\$15.00 1h 0m 0s \$15.00

WORK ORDER INFO	LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
ID: #5885 Faded stopsign & Street blades Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 08/19/2025	Total Time Costs Total Time 1h 25m 24s Total Costs \$21.35	
ID: #5886 Cut right away Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 08/19/2025	Total Time Costs Total Time 15m 0s Total Costs \$3.75	
ID: #5887 Cut right away Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 08/19/2025	Total Time Costs Total Time 1h 5m 0s Total Costs \$16.25	
ID: #5888 Cut limbs Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 08/20/2025	Total Time Costs Total Time 17m 0s Total Costs \$4.25	
ID: #5893 Cut ditch Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 08/20/2025	Total Time Costs Total Time 45m 0s Total Costs \$11.25	
ID: #5894 Cut right away Type: Reactive		✓ Done Completed by J.B. Young on 08/20/2025	Total Time Costs Total Time 20m 0s Total Costs \$5.00	

WORK ORDER INFO	LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
<div>Signage</div> <div>J.B. Young</div>			<div>Total Costs</div> <div>\$5.00</div>	
<div>ID: #5899</div> <div>Put up Child Custody Exchange signs</div> <div>Type: Reactive</div> <div>Signage</div> <div>J.B. Young</div>		<div>✓ Done</div> <div>Completed by J.B. Young on 08/21/2025</div>	<div>Total Time Costs</div> <div>Total Time</div> <div>\$8.37</div> <div>33m 29s</div> <div>Total Costs</div> <div>\$8.37</div>	
<div>ID: #5909</div> <div>Cut blind corner</div> <div>Type: Reactive</div> <div>Signage</div> <div>J.B. Young</div>		<div>✓ Done</div> <div>Completed by J.B. Young on 08/21/2025</div>	<div>Total Time Costs</div> <div>Total Time</div> <div>\$22.50</div> <div>1h 30m 0s</div> <div>Total Costs</div> <div>\$22.50</div>	
<div>ID: #5910</div> <div>Cut around Way finding sign</div> <div>Type: Reactive</div> <div>Signage</div> <div>J.B. Young</div>		<div>✓ Done</div> <div>Completed by J.B. Young on 08/21/2025</div>	<div>Total Time Costs</div> <div>Total Time</div> <div>\$11.25</div> <div>45m 0s</div> <div>Total Costs</div> <div>\$11.25</div>	
<div>ID: #5911</div> <div>Cut back debris</div> <div>Type: Reactive</div> <div>Signage</div> <div>J.B. Young</div>		<div>✓ Done</div> <div>Completed by J.B. Young on 08/22/2025</div>	<div>Total Time Costs</div> <div>Total Time</div> <div>\$22.50</div> <div>1h 30m 0s</div> <div>Total Costs</div> <div>\$22.50</div>	
<div>ID: #5921</div> <div>Blind corner</div> <div>Type: Reactive</div> <div>Signage</div> <div>J.B. Young</div>		<div>✓ Done</div> <div>Completed by J.B. Young on 08/25/2025</div>	<div>Total Time Costs</div> <div>Total Time</div> <div>\$5.75</div> <div>23m 0s</div> <div>Total Costs</div> <div>\$5.75</div>	

WORK ORDER INFO	LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
ID: #5922 Faded stopsign Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 08/25/2025	Total Time Costs Total Time \$4.25 17m 0s Total Costs \$4.25	
ID: #5923 Blind corner Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 08/25/2025	Total Time Costs Total Time \$4.50 18m 0s Total Costs \$4.50	
ID: #5928 Cut right away Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 08/25/2025	Total Time Costs Total Time \$11.25 45m 0s Total Costs \$11.25	
ID: #5929 Cut right away Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 08/25/2025	Total Time Costs Total Time \$3.75 15m 0s Total Costs \$3.75	
ID: #5933 Scrape dirt roads Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 08/26/2025	Total Time Costs Total Time \$15.00 1h 0m 0s Total Costs \$15.00	
ID: #5934 Pull up signs Type: Reactive		✓ Done Completed by J.B. Young on 08/26/2025	Total Time Costs Total Time \$5.00 20m 0s Total Costs \$5.00	

WORK ORDER INFO	LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
Signage J.B. Young				
ID: #5946 Install 2 bump signs Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 08/27/2025	Total Time Costs Total Time \$7.60 30m 24s Total Costs \$7.60	
ID: #5953 Install 2 signs Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 08/28/2025	Total Time Costs Total Time \$15.00 1h 0m 0s Total Costs \$15.00	
ID: #5937 Blind corner Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 08/29/2025	Total Time Costs Total Time \$385.84 25h 43m 21s Total Costs \$385.84	
ID: #5969 Faded 25mph sign Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 08/29/2025	Total Time Costs Total Time \$3.75 15m 0s Total Costs \$3.75	
ID: #5851 Fallen tree Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 09/02/2025	Total Time Costs Total Time \$7.50 30m 0s Total Costs \$7.50	

Town of Smithfield
Public Works Fleet Maintenance Division
Monthly Report
August 31, 2025



I. Statistical Section

 4 Preventive Maintenances

 0 North Carolina Inspections (Outsourced)

 39 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 maintenances on all Town owned vehicles. The Public Works Department safety meeting. Public Works Safety Training was on "Glucose" With Jamie Pearce



Reporting

08/01/2025 - 08/31/2025

Last Month

Work Orders

Asset Health

Reporting Details

Recent Activity

Export Data

Custom Dashboards

Andrew Strickland

Due Date

Location

Priority

+ Ac

Work Orders

Created vs. Completed >

+ Add to Dashboard

39

Created

39

Completed

100.0%

Percent Completed



Work Orders by Type ⓘ >

+

Preventive

Reactive

Other

%
Total
Preventive
Ratio

253

Support

Lawrence Davis

Settings



Work Orders List for 08/01/2025 - 08/31/2025

WORK ORDER INFO		LOCATION & ASSET	DUE & STATUS	TIME & COST		PROCEDURE ANSWERS
ID: #5830		Drainage Division	✓ Done	Total Time Costs	\$66.99	
Def header and blades truck 319		Parent: Sanitation Division	Completed by Andrew Strickland on 08/11/2025	Total Time	3h 0m 0s	
Type: Reactive				Total Costs	\$66.99	
<div>Fleet Division</div>						
Andrew Strickland						
ID: #5831		Drainage Division	✓ Done			
Truck 820 tire and sensors		Parent: Public Utilities (Water and Sewer)	Completed by Andrew Strickland on 08/11/2025			
Type: Reactive						
<div>Fleet Division</div>						
Andrew Strickland						
ID: #5832			✓ Done			
Service truck 714			Completed by Andrew Strickland on 08/11/2025			
Type: Reactive						
<div>Fleet Division</div>						
Andrew Strickland						
ID: #5833		Drainage Division	✓ Done			
Service truck 808		Parent: Public Utilities (Electric Department)	Completed by Andrew Strickland on 08/11/2025			
Type: Reactive		Truck# 15808				
<div>Fleet Division</div>						
Andrew Strickland						

WORK ORDER INFO	LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
ID: #5834 Drainage back 2 tires Type: Reactive Fleet Division Andrew Strickland	Drainage Division Backhoe #411 Parent: Drainage Division	✓ Done Completed by Andrew Strickland on 08/11/2025		
ID: #5835 304 hose leaking Type: Reactive Fleet Division Andrew Strickland	Drainage Division Truck #304 Parent: Sanitation Division	✓ Done Completed by Andrew Strickland on 08/11/2025		
ID: #5836 Truck 300 key batt Type: Reactive Fleet Division Andrew Strickland	Drainage Division Truck #300 Parent: Sanitation Division	✓ Done Completed by Andrew Strickland on 08/11/2025		
ID: #5837 Truck 300 tires and service Type: Reactive Fleet Division Andrew Strickland	Drainage Division Truck #300 Parent: Sanitation Division	✓ Done Completed by Andrew Strickland on 08/11/2025		
ID: #5847 2 hose truck 304 Type: Reactive Fleet Division Andrew Strickland	Drainage Division Truck #304 Parent: Sanitation Division	✓ Done Completed by Andrew Strickland on 08/13/2025		

WORK ORDER INFO	LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
ID: #5848 Truck 1003 check engine light Type: Reactive <div>Fleet Division</div> Andrew Strickland		<div>✓ Done</div> Completed by Andrew Strickland on 08/13/2025		
ID: #5850 Truck 805 check engine light Type: Reactive <div>Fleet Division</div> Andrew Strickland	Drainage Division Truck# 20805 Parent: Public Utilities (Electric Department)	<div>✓ Done</div> Completed by Andrew Strickland on 08/13/2025		
ID: #5856 309 ignition problems Type: Reactive <div>Fleet Division</div> Andrew Strickland	Drainage Division Truck 309 Parent: Sanitation Division	<div>✓ Done</div> Completed by Andrew Strickland on 08/14/2025		
ID: #5869 Truck 300 plugs and pressure switch Type: Reactive <div>Fleet Division</div> Andrew Strickland	Drainage Division Truck #300 Parent: Sanitation Division	<div>✓ Done</div> Completed by Andrew Strickland on 08/18/2025		
ID: #5870 Truck 820 nail in tire Type: Reactive <div>Fleet Division</div>	Drainage Division Truck# 820 Parent: Public Utilities (Water and Sewer)	<div>✓ Done</div> Completed by Andrew Strickland on 08/18/2025		

WORK ORDER INFO	LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
Andrew Strickland				
ID: #5871 Truck 808 brake caliper Type: Reactive Fleet Division	Drainage Division Truck# 15808 Parent: Public Utilities (Electric Department)	✓ Done Completed by Andrew Strickland on 08/18/2025		
Andrew Strickland				
ID: #5872 Drainage scag mower tires Type: Reactive Fleet Division	Drainage Division Scag zero turn 72 inch drainage Parent: Drainage Division	✓ Done Completed by Andrew Strickland on 08/18/2025		
Andrew Strickland				
ID: #5873 Truck 304 Hydraulic leak Type: Reactive Fleet Division	Drainage Division Truck #304 Parent: Sanitation Division	✓ Done Completed by Andrew Strickland on 08/18/2025		
Andrew Strickland				
ID: #5879 Truck 309 tarp Type: Reactive Fleet Division	Drainage Division Truck 309 Parent: Sanitation Division	✓ Done Completed by Andrew Strickland on 08/18/2025		
Andrew Strickland				

WORK ORDER INFO	LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
ID: #5904 Truck 903 plugs and coil packs Type: Reactive <div>Fleet Division</div> Andrew Strickland	Appearance Division Truck 903 Parent: Appearance Division	<div>✓ Done</div> Completed by Andrew Strickland on 08/21/2025		
ID: #5905 Water treatment backhoe line Type: Reactive <div>Fleet Division</div> Andrew Strickland	Drainage Division Water plant backhoe	<div>✓ Done</div> Completed by Andrew Strickland on 08/21/2025		
ID: #5906 Truck 321 nail in tire Type: Reactive <div>Fleet Division</div> Andrew Strickland	Public Works Facility Truck 321 Parent: Sanitation Division	<div>✓ Done</div> Completed by Andrew Strickland on 08/21/2025		
ID: #5948 402 tire swap Type: Reactive <div>Fleet Division</div> Andrew Strickland	Drainage Division Truck# 402 Parent: Drainage Division	<div>✓ Done</div> Completed by Andrew Strickland on 08/28/2025		
ID: #5949 321 trash lift not working Type: Reactive <div>Fleet Division</div> Andrew Strickland	Public Works Facility Truck 321 Parent: Sanitation Division	<div>✓ Done</div> Completed by Andrew Strickland on 08/28/2025		

WORK ORDER INFO		LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
Andrew Strickland					
ID: #5849		Appearance Division	✓ Done		
Truck 903 oil change		Truck 903	Completed by Andrew Strickland on 08/28/2025		
Type: Reactive		Parent: Appearance Division			
<div>Fleet Division</div>					
Andrew Strickland					
ID: #5950			✓ Done	Total Estimated Time	2h 0m 0s
Appearance equipment			Completed by Andrew Strickland on 08/28/2025		
Sub-work orders: 2					
Type: Reactive					
<div>Fleet Division</div>					
Andrew Strickland					
ID: #5951		Appearance Division	✓ Done		
Weedeaters		Weedeaters	Completed by Andrew Strickland on 08/28/2025		
Parent: Appearance equipment		Parent: Appearance Division			
Type: Reactive					
<div>Fleet Division</div>					
Andrew Strickland					
ID: #5952		Appearance Division	✓ Done		
Blower		Blower	Completed by Andrew Strickland on 08/28/2025		
Parent: Appearance equipment		Parent: Appearance Division			
Type: Reactive					
<div>Fleet Division</div>					
Andrew Strickland					

WORK ORDER INFO		LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
ID: #5954	Parks rec trailer nail	Parks and Recreation	✓ Done		
Type: Reactive		Parks and recreation	Completed by Andrew Strickland on 08/28/2025		
Fleet Division					
Andrew Strickland					
ID: #5955	Bobcat tractor	Drainage Division	✓ Done		
Type: Reactive		Bobcat	Completed by Andrew Strickland on 08/28/2025		
Fleet Division		Parent: Drainage Division			
Andrew Strickland					
ID: #5956	Drainage dump trailer plug	Drainage Division	✓ Done		
Type: Reactive		Drainage dump trailer	Completed by Andrew Strickland on 08/28/2025		
Fleet Division					
Andrew Strickland					
ID: #5957	709 light not working	Drainage Division	✓ Done		
Type: Reactive		Truck#	Completed by Andrew Strickland on 08/28/2025		
Fleet Division		15709			
Andrew Strickland		Parent: Public Utilities (Water and Sewer)			
ID: #5958	Tires truck 309	Drainage Division	✓ Done		
Type: Reactive		Truck 309	Completed by Andrew Strickland on 08/28/2025		
Fleet Division		Parent: Sanitation Division			
Andrew Strickland					

WORK ORDER INFO		LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
ID: #5959	Parks and rec ventrac belts	Parks and Recreation Ventrac Parent: Parks and recreation	✓ Done Completed by Andrew Strickland on 08/28/2025		
Type: Reactive	Fleet Division				
	Andrew Strickland				
ID: #5960	Parks and rec scag belt	Drainage Division Scag parks and rec belt	✓ Done Completed by Andrew Strickland on 08/28/2025		
Type: Reactive	Fleet Division				
	Andrew Strickland				
ID: #5961	Parks and rec gator not charging	Parks and Recreation John deere Parent: Parks and recreation	✓ Done Completed by Andrew Strickland on 08/28/2025		
Type: Reactive	Fleet Division				
	Andrew Strickland				
ID: #5962	320 bone arm alert	Public Works Facility Truck 320 Parent: Sanitation Division	✓ Done Completed by Andrew Strickland on 08/28/2025		
Type: Reactive	Fleet Division				
	Andrew Strickland				
ID: #5963	311 bucket broken	Drainage Division Truck #311 Parent: Sanitation Division	✓ Done Completed by Andrew Strickland on 08/28/2025		
Type: Reactive	Fleet Division				

WORK ORDER INFO		LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
Andrew Strickland					
ID: #5964		Appearance Division	✓ Done		
Wire in scag mover		Scag mower	Completed by Andrew Strickland on 08/28/2025		
Type: Reactive	Fleet Division	Parent: Appearance Division			
Andrew Strickland					
ID: #5965		Drainage Division	✓ Done		
Truck 701 slack adjuster dangling		Truck# 701	Completed by Andrew Strickland on 08/28/2025		
Type: Reactive	Fleet Division	Parent: Public Utilities (Water and Sewer)			
Andrew Strickland					

Signed off by

Date

Town of Smithfield
Public Works Drainage/Street Division
Monthly Report
August 31, 2025



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. 4 Work Orders – 1,200 Linear Feet of ditches were cleaned
- e. 14 Work Orders – 840 lbs. of Cold Patch was used for 25 Potholes.

II. Major Revenues

None for the month

III. Major Expenses for the Month:

Paid Knightdale Tractor & Equipment tire \$2,300.00 for bobcat tractor – WR long bucket, and wear blades. Paid Adam Stucky \$13,410.00 for emergency road repair on Outlet Center Dr. for work done in July. Paid \$858,406.16 to S.T. Wooten Outlet Center Drive resurfacing project.

IV. Personnel Update:

No new personnel hired for the month of August.

V. Narrative of monthly departmental activities:

The Public Works Department safety meeting.
Public Works Safety Training was on "Glucose" With Jamie Pearce

Town of Smithfield
Public Works Sanitation Division
Monthly Report
August 31, 2025



I. Statistical Section

The Division collected from approximately 4,515 homes, 4 times during the month

- a. Sanitation forces completed 64 work orders
- b. Sanitation forces collected tons 484.59 of household waste
- c. Sanitation forces disposed of loads 95 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 3.17 tons of construction debris (C&D)
- f. Town disposed of 250 scrap tires that was collected at Convenient Site Center
- g. Recycling forces collected 3.50 tons of recyclable plastic
- h. Recycled 1,440 lbs. of cardboard material from the Convenient Site Center
- i. A total of 0 lbs of Anti-freeze was collected at the Convenient Site Center
- j. Recycled 3,320 lbs. of plastics & glass (co-mingle) from the Convenient Site Center

II. Major Revenues

- a. Received \$0 from Sonoco Products for cardboard material
- b. Sold 0 lbs. of aluminum cans for
- c. Sold 2,000 lbs. of shredder steel for \$166.14 to Omni Source

III. Major Expenses for the Month:

Spain Farms Nursery was paid \$ 3,610.00 for disposal of yard waste and debris. Black's Tire and Service was paid \$1,371.66 4 tires for truck #300. Blacks Tires and Auto Service was paid \$593.98 for times on truck #309. CES was paid \$1,268.30 for new face liner for truck #305. CES was paid \$750.15 for new pins on truck #304. CES was paid \$4,022.88 for new cart tipper on truck #305. Velocity Truck Centers was paid \$789.99 for new header SS for truck # 319. Velocity Truck Centers was paid \$911.81 for sensors on truck #304.

IV. Personnel Update:

Broderick Woolery was hired as a Sanitation Worker in August

V. Narrative of monthly departmental activities:

Public Works Safety Training was on "Glucose" With Jamie Pearce. There were no events in the month of August.

Community Service Workers worked 32 Hrs.

**Town of Smithfield
Public Works Storm Water Division
Monthly Report
August 31, 2025**



I. Statistical Section

II. Major Revenues
None

III. Major Expenses for the Month:

Paid \$1,875.00 to Pro City water & sewage clean ditch banks at 105 Phillips, The end of Pace Str. And McCullers St, Strickland Dr. and McCuller St.

IV. Personnel Update:

None

V. Narrative of monthly departmental activities:

Street Sweep and storm drain cleaning and repair.
The Public Works Department Public Works Safety Training was on "Glucose"
With Jamie Pearce.

PARKS AND RECREATION / SRAC
MONTHLY REPORT
AUGUST 2025

PARKS AND RECREATION	JULY 2025	AUGUST 2025	SEPTEMBER 2025	OCTOBER 2025	NOVEMBER 2025	DECEMBER 2025	JANUARY 2025	FEBRUARY 2025	MARCH 2025	APRIL 2025	MAY 2025	JUNE 2025	FY 25/26 YTD
ATHLETICS PROGRAMS	3	5											8
NUMBER OF PARTICIPANTS	621	671											1292
NUMBER OF GAMES	72	23											95
PLAYER GAME EXPERIENCES	1728	834											2562
NUMBER OF PRACTICES	3	149											152
PLAYER PRACTICE EXPERIENCES	243	2520											2763
NUMBER OF CAMPS	1	0											1
CAMPS SESSIONS	3	0											3
PLAYER CAMP EXPERIENCES	144	0											144
PROGRAMS	11	4											15
PROGRAMS EXPERIENCES	996	402											1398
SPECIAL EVENTS	1	0											1
ESTIMATED ATTENDANCE	3000	0											3000
SARAH YARD VISITS	109	114											223
PARKS AND FACILITY RENTALS	11	29											40
NUMBER PARKS AND FACILITY RENTAL USERS	247	1367											1614
TOTAL UNIQUE CONTACTS	7088	5908											12996
PARKS AND RECREATION REVENUES	\$ 19,382	\$ 7,407											\$ 26,789
PARKS AND RECREATION OPERATIONS EXPENSES	\$ 82,116	\$ 112,147											\$ 194,263
PARKS AND RECREATION CAPITAL EXPENDITURES	\$ -	\$ 19,075											\$ 19,075
SARAH YARD OPERATIONS EXPENSES	\$ 2,554	\$ 4,802											\$ 7,356
SARAH YARD CENTER CAPITAL EXPENDITURES	\$ -	\$ -											\$ -

SRAC	JULY 2025	AUGUST 2025	SEPTEMBER 2025	OCTOBER 2025	NOVEMBER 2025	DECEMBER 2025	JANUARY 2025	FEBRUARY 2025	MARCH 2025	APRIL 2025	MAY 2025	JUNE 2025	FY 25/26 YTD
NO OF PROGRAMS	26	5											31
PROGRAM PARTICIPANTS	815	414											1229
PROGRAM CONTACTS	2243	414											2657
FITNESS CLASSES	11	12											23
FITNESS CLASSES CONTACTS	588	531											1119
SRAC MEMBERSHIPS	4357	4386											4386
SRAC MEMBER VISITS	5369	5032											10401
DAY PASSES	4867	2627											7594
FACILITY RENTALS	39	48											87
SRAC FACILITY RENTAL USERS	2984	2006											4990
TOTAL UNIQUE CONTACTS	16151	10610											26761
SRAC REVENUES	\$ 84,029	\$ 59,617											\$ 143,646
SRAC OPERATIONS EXPENSES	\$ 97,339	\$ 145,094											\$ 242,433
SRAC CAPITAL EXPENSES	\$ -	\$ -											\$ -

TOTAL NUMBER OF CONTACTS

39757





**Town of Smithfield
Electric Department
Monthly Report
August, 2025**

I. Statistical Section

- Street Lights repaired –13
- Area Lights repaired-9
- Service calls – 34
- Underground Electric Locates -348
- Poles changed out/removed or installed -0
- Underground Services Installed -5

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. Installing new lights, poles and bases at JCC for new lighting circuit. Have 5 left to set.
- The Electrical Dept. is working on replacing old poles and upgrading lines in the East Market St. area.
- Have contractor crew doing directional boring to replace bad ug circuit.



Public Utilities Water and Sewer

Monthly Statistics	Month Ending	8/31/2025
	<i>Monthly Total</i>	<i>Year to Date Total</i>
Water Calls	85	611
Sewer Calls	34	264
Utility Locates	415	4801
Storm Drainage Calls	3	9
Total Calls	537	5684
Quotes new services	4	23
Inspections	15	41
Locate existing water & sewer services	0	19
Disconnect water	0	18
Reconnect water	1	8
Test meter	0	18
Temp hydrant meter	2	16
Discolored water call	10	24
Low pressure call	0	40
Leak detection	26	129
Meter check	26	173
Meter repair	8	103
Meter leak	4	54
Service leak	7	37
Water main leak	3	29
Replace existing water meter	5	74
Install new water meter	32	215
Install new water service	9	19
Renew water service	0	15
Water blow off repair	0	2
Street cuts	12	52

Repair utility cut or sink hole	4	24
Fire hydrant repair	1	7
Fire hydrant replaced	1	19
Camera Sewer main or service	4	20
Sewer odor complaint	2	10
Sewer main repair	9	40
Clean out repair or install	12	47
LF of sewer main cleaned	5500	34112
LF of sewer service cleaned	520	8603
LF of storm drain cleaned	0	1100

- 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 August

- Had Stuckey to make some water and sewer repairs that we were not able to.
-

Upcoming Projects for the month of September

- I 95 project continues.
- Finley Landing homes are being built, which means meters are being installed.
- New subdivision behind Walmart has begun.
- Hydromechanics will continue replacing and repairing fire hydrants.

Personnel Updates



MONTHLY WATER LOSS REPORT

August 2025

(7) - Meters with slow washer leaks

(4) - ¾" Line, 1/8", 2 Days

1" Line, 1/8", 3 hrs.

1" Line, Shear, 1 day

2" Line, Shear, 1 day

8" Line, Full, 1hr

FH-Slow drip

Smithfield Water Plant
Distribution Sampling Site Plan

Hydrant Flushing

Street Name	Date	Chlorine	Time	Gallons	Psi	Street Name	Date	Chlorine	Time	Gallons	PSI
Stephson Drive	08/19/25	3	15	7965	10	North Street	08/27/25	3	15	17820	40
Computer Drive	08/19/25	3	15	31860	10	West Street	08/27/25	3	15	78030	50
Castle Drive	08/19/25	3	15	7965	10	Regency Drive	08/27/25	3	15	63720	60
Parkway Drive	08/19/25	3	15	63720	40	Randers Court	08/27/25	3	15	15930	40
Garner Drive	08/20/25	3	15	63723	40	Noble Street	08/27/25	3	15	15930	40
Hwy 210 LIFT ST.	08/20/25	3	15	15930	40	Fieldale Dr#1(L)	08/27/25	3	15	63720	40
Skyland Drive	08/20/25	3	15	7965	10	Fieldale Dr#2(R)	08/27/25	3	15	63720	40
Bradford Street	08/20/25	3	15	15930	10	Heather Court	08/27/25	3	15	15930	40
Kellie Drive	08/20/25	3	15	7965	10	Reeding Place	08/27/25	3	15	15930	40
Edgewater	08/20/25	3	15	7965	10	East Street	08/27/25	3	15	63720	40
Edgecombe	08/20/25	3	15	15930	40	Smith Street	08/18/25	3	15	63720	40
Valley Wood	08/20/25	3	15	63720	40	Wellons Street	08/18/25	2.5	15	63720	40
Creek Wood	08/20/25	3	15	63720	40	Kay Drive	08/18/25	3	15	38985	15
White Oak Drive	08/20/25	3	15	7965	10	Huntington Place	08/18/25	3	15	38985	15
Brookwood Drive	08/20/25	3	15	22515	5	N. Lakeside Drive	08/18/25	3	15	9750	15
Runnymede Place	08/21/25	3	15	31860	10	Cypress Point	08/18/25	3	15	34890	12
Nottingham Place	08/21/25	3	15	38985	10	Quail Run	08/18/25	3	15	8715	12
Heritage Drive	08/21/25	3	15	38985	10	British Court	08/18/25	3	15	8715	12
Noble Plaza #1	08/21/25	2.8	15	9750	10	Tyler Street	08/18/25	3	15	78030	60
Noble Plaza #2	08/21/25	3	15	9750	10	Yelverton Road	08/18/25	3	15	63720	40
Pinecrest Street	08/21/25	3	15	19500	10	Ava Gardner	08/18/25	3	15	63720	40
S. Sussex Drive	08/21/25	3	15	31860	10	Waddell Drive	08/18/25	3	15	7965	10
Elm Drive	08/21/25	3	15	9750	10	Henly Place	08/18/25	3	15	8715	12
						Birch Street	08/18/25	3	15	34890	12
						Pine Street	08/18/25	3	15	38985	15
Coor Farm Supply	08/21/25	2	15	7965	10	Oak Drive	08/18/25	3	15	37695	14
Old Goldsboro Rd.	08/21/25	3	15	7965	10	Cedar Drive	08/18/25	3	15	31860	10
Hillcrest Drive	08/26/25	3	15	31860	10	Aspen Drive	08/18/25	3	15	34890	12
Eason Street	08/26/25	3	15	38985	40	Furlonge Street	08/18/25	3	15	34890	12
Magnolia circle	08/26/25	3	15	78030	40	Golden Corral	08/18/25	3	15	40290	16
Rainbow Drive	08/26/25	3	15	19500	60	Holland Drive	08/18/25	3	15	9750	15
Rainbow Circle	08/26/25	3	15	19500	60	Davis Street	08/26/25	3	15	34890	12
Moonbeam Circle	08/26/25	3	15	19500	60	Caroline Ave.	08/26/25	3	15	31860	10
Ray Drive	08/26/25	3	15	15930	60	Johnston Street	08/26/25	3	15	38985	15
Will Drive	08/26/25	3	15	63720	40	Ryans	08/26/25	3	15	9750	15
Michael Lane	08/26/25	3	15	63721	40						
Ward Street	08/26/25	3	15	15930	40						

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- **Statistical Section**

- Electric CP Demand 25,752 Kw relative to July's demand of 26,723 Kw.
- Electric System Reliability was 99.9900%, with one (1) recorded main line outages; relative to July's 99.9911%.
- Raw water treated on a daily average was 4.383 MG relative to 4.889 MG for July; with maximum demand of 5.808 MG relative to July's 5.931 MG.
- Total finished water to the system was 128.095 MG relative to July's 139.202 MG.
Average daily for the month was 4.132 MG relative to July's 4.490 MG.
Daily maximum was 4.832 MG (August 11th) relative to July's 5.157 MG.
Daily minimum was 2.837 MG (August 12th), relative to July's 3.312 MG.

- **Miscellaneous Revenues**

- Water sales were \$313,414 relative to July's \$272,553
- Sewer sales were \$522,358 relative to July's \$444,929
- Electrical sales were \$1,619,529 relative to July's sales of \$1,571,090
- Johnston County Water purchases were \$280,701 for 110.512 MG relative to July's \$256,842 for 101.119 MG.

- **Major Expenses for the Month**

- Electricity purchases were \$1,108,889 relative to July's \$1,186,352
- Johnston County sewer charge was \$346,281 for 77.468 MG relative to July's \$235,288 for 52.637 MG.

- **Personnel Changes**

- Joshua Moreno began work as a Water operator Apprentice on August 18, 2025