



Mayor

M. Andy Moore

Mayor Pro-Tem

Roger A. Wood

Council Members

Dr. 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, September 16, 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
September 16, 2025
7:00 PM**

Call to Order

Invocation

Pledge of Allegiance

Approval of Agenda

Presentations: None

Page:

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 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.....1
- 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, 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.
(Planning Director – Stephen Wensman) See attached information.....21
- 3. Rezoning Request (RZ-25-03) - Consideration and review of a request to rezone land adjacent to Mitchell Concrete:** Mitchell Concrete is requesting the rezoning of +/- 13 acres of land adjacent on the east and west of their existing facility from Highway Entranceway Business (B-3) and Residential-Agriculture (R-20A) to Heavy Industrial (HI).
(Planning Director – Stephen Wensman) See attached information.....70

Citizens Comments:

Consent Agenda Items:

- 1. Approval of Minutes:**
 - a. 8/5/2025 Regular Session.....83
- 2. Consideration and request for approval for the purchase of a work truck for the Public Works department:** The Town Council is requested to authorize the purchase of (1) 2026 Ford Super Duty XL Regular Cab four-wheel-drive truck through North Carolina State Contract #25-10A for the Street Division to replace a 2003 Ford 4X4 currently used for snowplow operations.
(Public Works Director – Lawrence Davis) See attached information.....94
- 3. Consideration and request for approval to hire a contractor for grass cutting services for the Public Utilities Department:** Staff is asking Council to approve the proposed contractor to perform the mowing service for the amount of \$15,300.00, in accordance with services listed in the submitted proposal. The funds to pay for these services were budgeted as part of the approved FY2025-2026 budget.
(Public Utilities Director – Ted Credle) See attached information.....100
- 4. Consideration and request for approval of Grant Project Ordinance No. GP-04-2025 for the West Smithfield Sanitary Sewer Improvements Project:** The Town Council is requested to approve the Grant Project Ordinance No. GP-04-2025 to comply with NC G.S. 159-13.2 giving authority to Town Management to expend grant funds to execute the West Smithfield Sanitary Sewer Improvements Project.
(Finance Director – Andrew Harris) See attached information.....105
- 5. Consideration and request for approval for the Church of Jesus Christ of LDS to hold a Community Carnival on September 27, 2025:** The Church of Jesus Christ of Latter-Day Saints has requested to hold a free community carnival at 303 Canterbury Rd. on September 27, 2025 from 11:00 am to 1:00 pm. There will be carnival games and free food available. Over 100 people are expected to attend. A DJ will play music from 11:00 am to 1:00 pm.
(Planning Director – Stephen Wensman) See attached information.....109
- 6. Consideration and request for approval for Bulldog Harley Davidson to hold a Ride into Fall event on October 4, 2025:** Bulldog Harley-Davidson is requesting to hold a Ride into Fall Event at 1043 Outlet Center Drive on October 4, 2025. This event will run from 11:00 am to 4:00 pm. A food truck will be on-site to serve food and a live music will be provided from 12:00 pm to 3:00 pm.
(Planning Director – Stephen Wensman) See attached information.....115

- 7. Consideration and request for approval for Bulldog Harley Davidson to hold Bikers, Brews and BBQ on October 11, 2025:** Bulldog Harley-Davidson is requesting to hold Bikers, Brews and BBQ at 1043 Outlet Center Drive on October 11, 2025. This event will run from 11:00 am to 4:00 pm. A food truck will be on-site to serve food.
(Planning Director – Stephen Wensman) See attached information.....124
- 8. Consideration and request for approval for Bulldog Harley Davidson to hold a Parts and Gear Event on October 18, 2025:** Bulldog Harley-Davidson is requesting to hold a Parts and Gear Event at 1043 Outlet Center Drive on October 18, 2025. This event will run from 11:00 am to 4:00 pm. A food truck will be on-site to serve food and a live band will perform from 12:00 pm to 3:00 pm
(Planning Director – Stephen Wensman) See attached information.....132
- 9. Consideration and request for approval for Bulldog Harley Davidson to hold a TourPak and Treat event on October 25, 2025:** Bulldog Harley-Davidson is requesting to hold a TourPak and treat event at 1043 Outlet Center Drive on October 25, 2025. The event will run from 11:00 am – 4:00 pm. A food truck will be on-site to sell food and a live band will perform from 12:00 pm to 3:00 pm.
(Planning Director – Stephen Wensman) See attached information.....140
- 10. Consideration and request for approval for Bulldog Harley Davidson to hold an End of Season Bike Night event on October 30, 2025:** Bulldog Harley-Davidson is requesting to hold End of the Season Bike Night at 1043 Outlet Center Drive on October 30th, 2025. This event will run from 5:00 pm to 8:00 pm. A food truck will be on-site to sell food and a live band will perform from 5:00 pm to 8:00 pm.
(Planning Director – Stephen Wensman) See attached information.....148
- 11. Consideration and request for approval for T-Mobile cell tower lease renewal:** The T-Mobile cell tower lease contract is set to expire on July 27, 2026. They have reached out for an amendment of contract to renew the terms.
(Assistant Town Manager – Kimberly Pickett) See attached information.....157
- 12. Consideration and request for approval for SSS to Hold their homecoming parade:** Smithfield Selma High School is requesting to hold a homecoming parade on September 16, 2025 from 4:00 pm to 4:30 pm. The applicant has requested to close a portion of Durwood Stephenson Parkway. Smithfield Police Department will provide a police presence.
(Planning Director – Stephen Wensman) See attached information.....166
- 13. Consideration and request for approval for DSDC to hold an Oktoberfest & Harvest Market on October 11, 2025:** DSDC is requesting to hold an Oktoberfest & Harvest Market on October 11, 2025 from 12:00 PM to 5:00 PM at the 100 Block of S. Third Street. A DJ will provide music from 12:00 PM to 4:00 PM. Food vendors will be onsite. Beer and wine will be sold. Ten trash cans have been requested for the event.
(Planning Director – Stephen Wensman) See attached information.....171

Business Items:

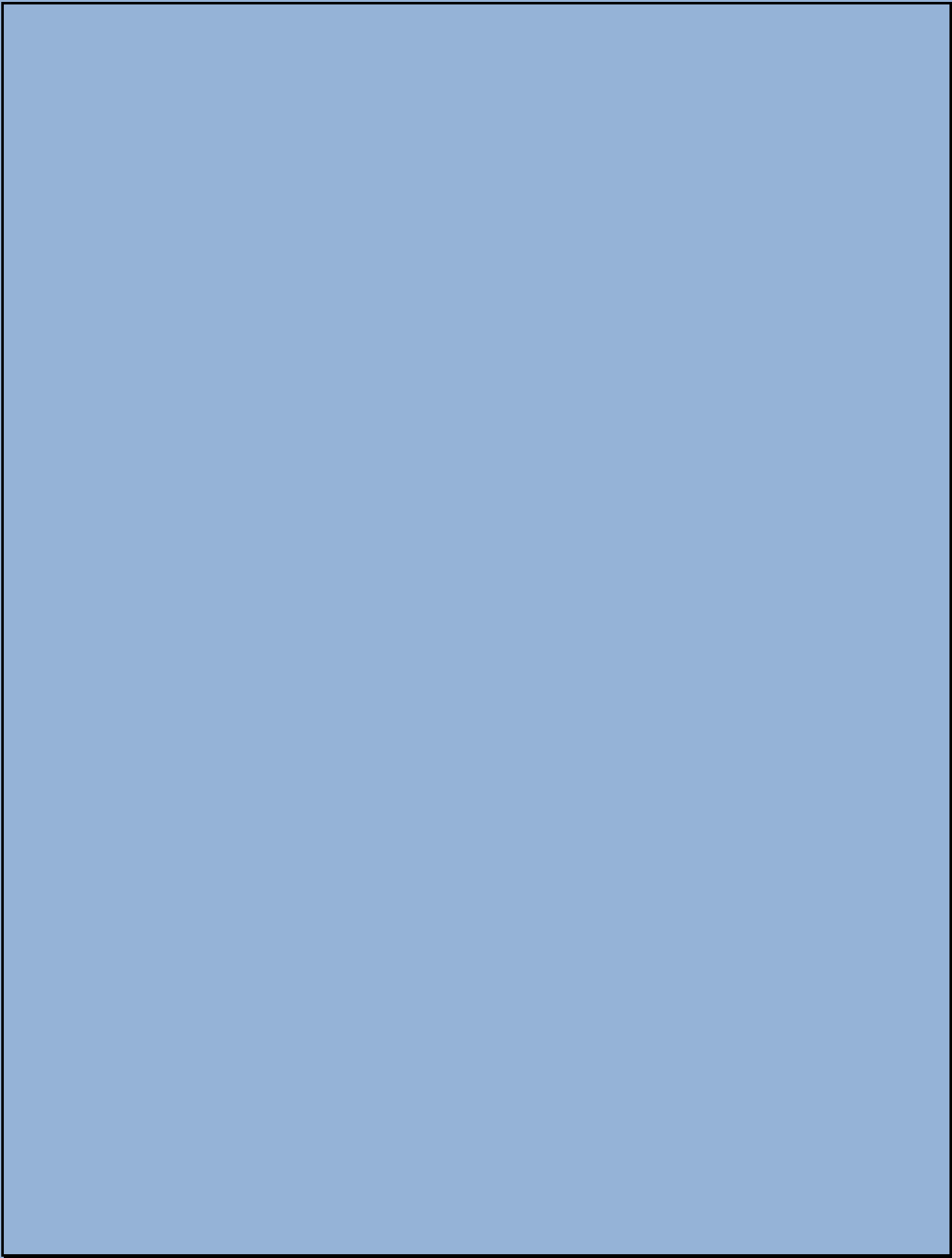
- 1. Consideration and request for approval for Board Appointments:** The Town Council is requested to consider applications received for appointment to various Town of Smithfield Advisory Boards and Commissions.
(Town Clerk – Elaine Andrews) See attached information.....178

Councilmember's Comments

Town Manager's Report

Adjourn

Public Hearings





Request for Town Council Action

**Public ANX-25-04
Hearing**

Date: 09/16/2025

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
5. Presentation Map
6. Adjacent Property Owners Notice Certification
7. Legal Notice Ad
8. Certificate of Sufficiency
9. 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.

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-_____, or

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, 20 25.

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

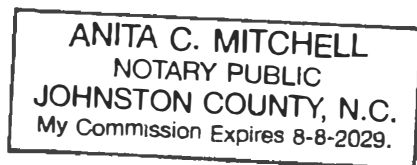
I, Anita C. Mitchell, a Notary Public in and for said County and State, do hereby certify that

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, 20 25.

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

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

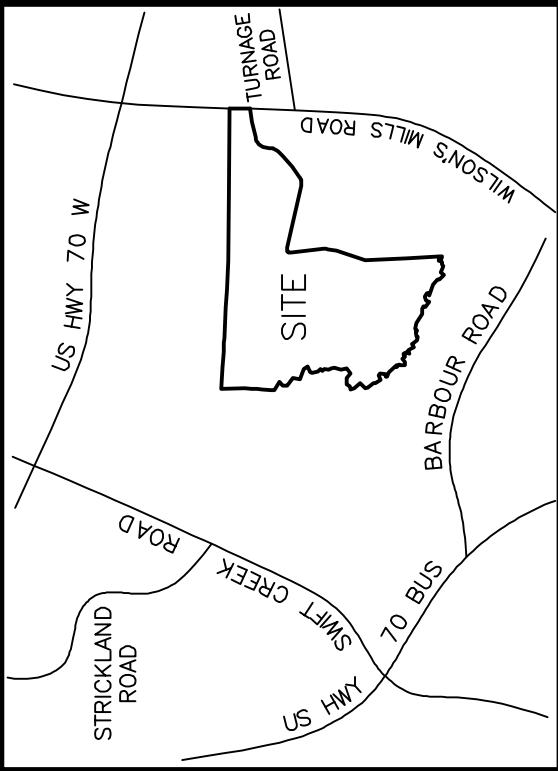


(SEAL)

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).



NOTES:

- 1) ALL DISTANCES SHOWN ARE HORIZONTAL GROUND DISTANCES
- 2) AREAS COMPUTED BY COORDINATE METHOD.
- 3) PROPERTY SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD.
- 4) NO. 5 REBAR IRON STAKES WITH CAPS SET AT ALL LOT CORNERS UNLESS OTHERWISE NOTED
- 5) NO HORIZONTAL CONTROL FOUND WITHIN 2000' OF SURVEY
- 6) GRID TIE BY GPS
- 7) ZONING: R-20A
- 8) PARCEL TRACT DEED BD 4377 PG 880
- 9) PARCEL NO. 17K08039A

VICINITY MAP (NOT TO SCALE)

LINE	BEARING	DISTANCE
L1	S18°38'49"W	476.43'
L2	S18°07'54"W	275.39'
L3	S89°51'14"E	22.72'
L4	N05°03'21"W	50.01'
L5	S84°57'01"W	24.18'
L6	S05°19'31"E	481.93'
L7	N88°32'11"E	30.07'
L8	S05°19'31"E	60.49'
L9	S05°19'31"E	280.70'
L10	S04°50'04"E	346.94'
L11	S87°16'00"W	333.31'
L12	S46°41'41"E	502.97'
L13	N46°44'00"W	437.75'
L14	S87°16'00"W	255.56'
L15	S77°24'22"W	676.77'
L16	S08°01'38"W	9.15'
L17	S08°01'38"W	85.28'
L18	S49°35'08"W	634.68'
L19	N88°21'00"W	56.92'
L20	S07°48'47"E	705.69'
L21	S12°27'40"W	117.99'
L22	S77°24'22"W	684.42'
L23	S08°01'38"W	94.41'
L24	S49°35'08"W	634.68'
L25	N88°21'00"W	56.92'
L26	S07°48'47"E	705.69'
L27	S62°30'21"W	47.91'
L28	S07°45'18"W	207.45'
L29	N80°46'18"W	51.29'
L30	N11°06'21"W	68.82'
L31	S87°20'52"W	34.06'
L32	S03°25'05"W	36.80'
L33	S32°10'46"W	46.19'
L34	S81°41'57"W	66.71'
L35	S43°44'56"W	44.20'
L36	N70°14'08"W	50.99'
L37	N70°14'08"W	112.05'
L38	S37°15'24"W	94.73'
L39	N43°28'48"W	148.81'
L40	N01°13'41"W	52.50'
L41	N56°56'09"W	161.89'
L42	N69°50'16"W	267.35'
L43	N66°31'05"E	59.90'
L44	N27°48'27"W	44.92'
L45	N62°44'50"W	85.93'
L46	S67°27'03"W	100.77'
L47	S16°51'42"W	64.80'
L48	N56°41'22"W	148.33'
L49	N19°56'26"E	45.14'
L50	N64°17'42"W	65.98'
L51	S66°27'26"W	122.65'
L52	N66°52'22"W	255.94'
L53	N81°07'27"W	147.85'
L54	S47°02'19"W	59.08'
L55	N61°15'41"W	49.20'

LINE	BEARING	DISTANCE
L56	S80°52'09"W	72.20'
L57	S48°18'24"W	51.06'
L58	N78°59'36"W	69.68'
L59	N43°27'33"W	150.88'
L60	S52°00'36"W	78.20'
L61	N30°51'12"W	167.89'
L62	S68°37'49"W	81.39'
L63	N10°52'43"E	83.62'
L64	N21°11'41"E	63.62'
L65	S89°50'44"W	56.24'
L66	N33°57'06"W	82.22'
L67	S47°50'04"W	109.54'
L68	S85°59'54"W	68.34'
L69	N19°14'56"W	92.28'
L70	N07°29'26"W	101.10'
L71	N49°45'01"W	128.95'
L72	N39°50'46"W	95.24'
L73	N67°20'17"W	106.33'
L74	N22°14'12"W	32.19'
L75	N79°17'11"E	64.98'
L76	N07°22'00"E	127.78'
L77	S55°18'48"W	60.31'
L78	N77°05'46"W	118.82'
L79	N33°58'07"W	134.40'
L80	N09°46'08"E	43.21'
L81	N38°28'07"W	178.22'
L82	N16°23'14"W	53.92'
L83	N44°08'31"E	171.79'
L84	N43°57'20"W	198.29'
L85	N17°45'56"W	90.30'
L86	N78°34'46"E	72.20'
L87	N30°00'44"E	101.76'
L88	S87°50'06"E	146.78'
L89	S48°34'47"E	138.45'
L90	N49°26'24"E	157.59'
L91	N14°34'31"W	138.11'
L92	N16°30'09"E	152.27'
L93	N06°21'11"W	81.75'
L94	N33°41'56"W	67.35'
L95	N09°00'49"E	111.62'
L96	N46°37'26"W	64.76'
L97	N33°29'09"E	62.31'
L98	N45°45'01"W	83.64'
L99	N13°05'06"W	131.51'
L100	N20°21'14"E	53.24'
L101	N63°12'29"E	151.94'
L102	N42°27'56"W	110.53'
L103	N68°08'16"W	251.32'
L104	N07°09'24"E	166.40'
L105	N54°42'11"W	225.15'
L106	N02°29'41"W	96.17'
L107	N47°41'28"E	119.03'
L108	N51°49'23"W	225.63'
L109	S18°02'24"W	529.14'

CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING
C1	245.00'	296.67'	278.87'	S42°43'00"W
C2	555.00'	129.82'	129.52'	S14°43'41"W
C3	555.00'	272.74'	270.01'	S35°30'26"W
C4	280.00'	205.57'	200.98'	S70°37'04"W
C5	730.00'	117.92'	117.79'	N83°43'20"W
C6	350.00'	66.41'	56.89'	S46°32'46"W
C7	305.00'	369.32'	347.17'	S42°43'00"W
C8	495.00'	359.04'	351.22'	N28°48'23"E
C9	220.00'	161.52'	157.91'	S70°37'04"W
C10	670.00'	108.23'	108.11'	N83°43'20"W
C11	950.00'	180.26'	194.41'	S46°32'46"W
C12	330.00'	112.87'	112.32'	S17°36'41"E

DATE	SURVEYOR
SURVEYOR'S DISCLAIMER: NO ATTEMPT WAS MADE TO LOCATE ANY CEMETERIES, WETLANDS, HAZARDOUS MATERIAL SITES, UNDERGROUND UTILITIES, OR ANY OTHER FEATURES ABOVE OR BELOW GROUND OTHER THAN THOSE SHOWN.	
DATE	SURVEYOR

SURVEYOR'S DISCLAIMER: NO ATTEMPT WAS MADE TO LOCATE ANY CEMETERIES, WETLANDS, HAZARDOUS MATERIAL SITES, UNDERGROUND UTILITIES OR ANY OTHER FEATURES ABOVE OR BELOW GROUND OTHER THAN THOSE SHOWN.

OWNER: E & F PROPERTIES INC.
P.O. BOX 1352
SMITHFIELD, N.C. 27577

E & F PROPERTIES INC.
FOR

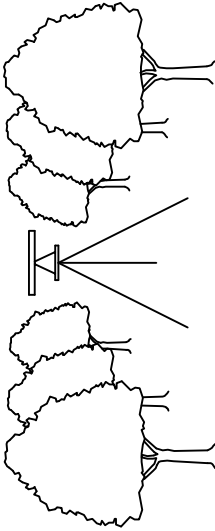
WILSON'S MILLS TWP, JOHNSTON COUNTY
NORTH CAROLINA
JULY 29, 2025
SHEET 1 OF 2

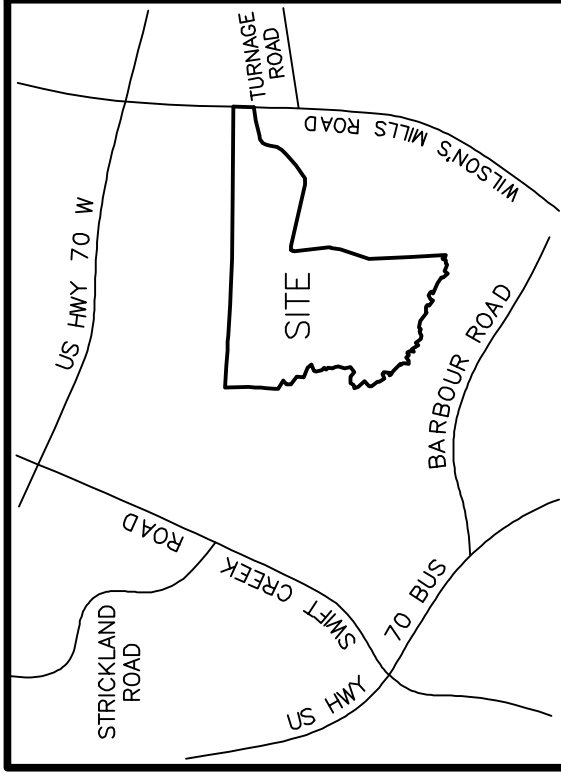
I, CURK T. LANE, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL GPS SURVEY MADE UNDER MY SUPERVISION, FOR THE PURPOSE OF HORIZONTAL CONTROL IN ORDER TO TIE THIS SURVEY TO NC GRID; AND THE FOLLOWING INFORMATION WAS USED TO PERFORM THE SURVEY:

CLASS OF SURVEY:	CLASS AA
POSITION ACCURACY:	0.028 FEET, ELLIPTICAL ERROR AXIS
TYPE OF GPS FIELD PROCEDURE:	GPS SESSION 2 CONTROL POINTS
DATES OF SURVEY:	7/27/23
DATUM/EPOCH:	NAD 83(2011)/EPIC/ 2010.000
PUBLISHED/FIXED—CONTROL USED:	NC GNSS CORRS AND RTK
GEOID MODEL:	NAVD 88 USING GEOID 18
COMBINED GRID FACTOR:	0.39986779(Avg)
REPORTING UNITS:	US FEET

TRUE LINE SURVEYING, P.C.:

205 WEST MAIN STREET
CLAYTON, N.C. 27520
TELEPHONE: (919) 359-0427
FAX: (919) 359-0428
www.truelinesurveying.com





NC GRID NORTH NAD 83/2014

SEE LINECHART L29-L108 FOR CREEK DESCRIPTION. SOME ANNOTATION HIDDEN FOR CLARITY. LINE SEGMENTS RUN CONSECUTIVELY.

N/F
HEATH STREET #2
LMTD PRTRSHIP.
DB 1897 PG 94
PN 15078009J

N/F
HEATH STREET #215
LMTD PRTRSHP.
DB 6435 PG 343
DN 15078000K

LEE--YOUNGBLOOD ROAD
SR 1917
60' R/W (PUBLIC)

DB 4377 PG 880
PN 17K08039A
TOTAL AREA
TRACTS 1-3
18900040 SF
433.885 AC

DB 4390 PG 928
PN 17K08032
2805166 SF

205 WEST MAIN STREET
CLAYTON, N.C. 27520
TELEPHONE: (919) 359-0427
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TRUE LINE SURVEYING, P.C.

E & F PROPERTIES INC.
WILSON'S MILLS TWP, JOHNSTON COUNTY

LLS TWP, JOHNST
NORTH CAROLINA
JULY 29, 2025
SHEET 2 OF 2

OWNER: E & F PROPERTIES INC.
P.O. BOX 1352
SMITHFIELD, N.C. 27577

BOUNDARY SURVEY FOR

JOB NO. 5368.001

C-1859

NOTE: L4-L5, L7-L8 & L12 ARE TIE LINES ONLY

13

SURVEYOR

L - 3990

LICENSE NUMBER

SEE LINECHART L29-L108 FOR CREEK DESCRIPTION. SOME ANNOTATION HIDDEN FOR CLARITY. LINE SEGMENTS RUN CONSECUTIVELY.

NOTE: COMPUTED POINTS (CP) AT ALL CORNERS UNLESS OTHERWISE NOTED. PROPERTY IRONS FOUND AT VARIOUS CORNERS, AS SHOWN.

NOTE: L21 IS A

NOTE: L3 IS A
TIE LINE ONLY

STATE OF NORTH CAROLINA, JOHNSTON COUNTY

I, CURK I. LANE, DO HEREBY CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (DEED NO. , RECORD NO. , PAGE , ETC.); THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND IN BOOK , PAGE ; THAT THE RATIO OF THE PRECISION AS CALCULATED IS 1:10,000+; THAT THE GLOBAL POSITIONING ACCURACY (GPS) OBSERVATIONS WERE PERFORMED TO THE GEOSPATIAL POSITIONING ACCURACY STANDARDS, PART 12: STANDARDS FOR GEODETIC NETWORKS AT 1 CENTIMETER ACCURACY CLASSIFICATION (95% CONFIDENCE USING RTK NETWORK); THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED; THAT THIS PLAT MEETS THE REQUIREMENT OF G.S. 47-30 SECTION F-11—A. WITNESS MY ORIGINAL SIGNATURE AND SEAL THIS DAY OF , A.D. 2025.

1. N/F	LAQUADA SANDERSON DB 6983 PG 984
2. N/F	ROSELO TOMOS DB 4207 PG 81
3. N/F	CARL TOMLINSON DB 1594 PG 2322
4. N/F	CORNELL SANDERSON DB 3086 PG 160
5. N/F	EDWARD D. WHITE DB 2388 PG 9233
6. N/F	JENNIFER GOMEZ DB 6259 PG 324
7. N/F	CELINA TRUJILLO DB 6169 PG 185
8. N/F	DENNIS L. MOORE DB 3617 PG 255
	PN 15078001E

ANX-25-04 Bellamy

File Number:
ANX-25-04

Project Name:
Bellamy

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

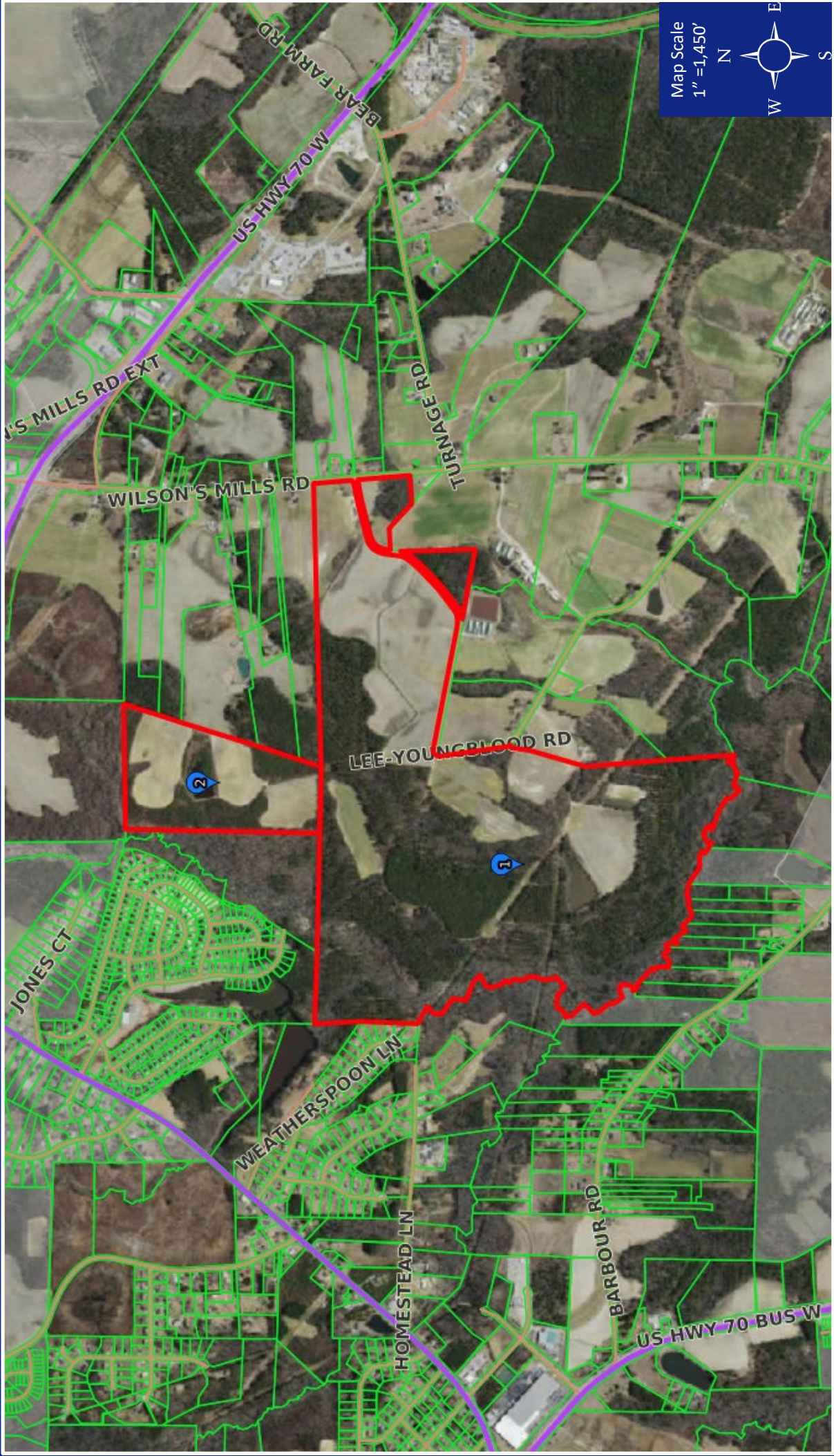
Tax ID#:
17K08039A, 17K08032

Existing Zoning:
R-20A/AG

Property Owner:
E&F Properties Inc.

Applicant:
Rock Tower Partners, LLC

City or ETJ:
ETJ





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, CZ-25-05, and RZ-25-03 were notified by First Class Mail on 9/5/25 of the Public Hearing on September 16th, 2025.

Micah Woodard
Signature

Johnston County, North Carolina

I, Elaine Andrews, 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

4th day of September, 2025

Elaine S. Andrews
Notary Public Signature

Elaine S. Andrews
Notary Public Name

My Commission expires on 10/23/29



**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, September 16th, 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.

RZ-25-03 Mitchell Concrete

B-3/R-20A to H-I: Mitchell Concrete is requesting the rezoning of +/- 13 acres of land adjacent on the east and west of their existing facility from Highway Entranceway Business (B-3) and Residential-Agriculture (R-20A) to Heavy Industrial (HI). Further identified by Johnston County Tax ID's 15O99004J, and 15080012. Their request is only for part of the parcels.

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 3, 2025*

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 September 16, 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 16th day of September, 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: 09/16/2025

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. Rezoning Booklet and Narrative
5. Rezoning Master Plan
6. Presentation Map
7. Poplar Creek Trail Map



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.

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)

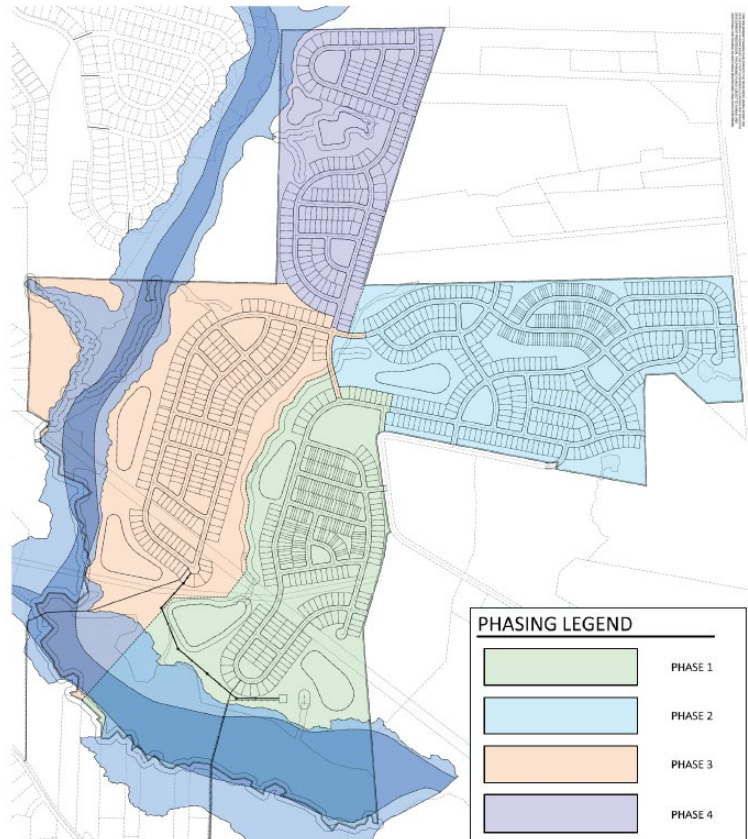
	Zoning	Existing Land Uses
North	AG/SFR (Wilsons Mills)	Agriculture/Single Family Residential
South	R-20A	Rural Residential/Agricultural.
East	R-20A	Rural Residential/Agricultural.
West	R-20A/SFR-2	Residential/Agricultural.

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. With annexation, water and sewer will be provided by the Town of Smithfield and electric utilities will be provided by Duke.
- **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 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.
- **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.

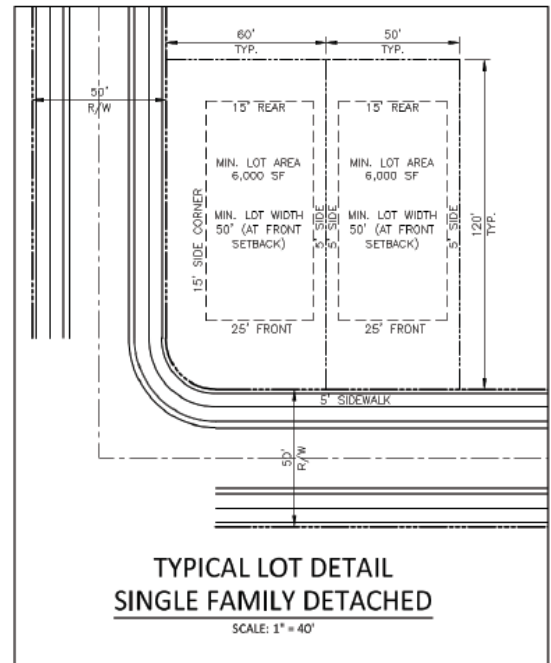
- **Open Space and Site Amenities.** The development includes the following:
 - A private central “main amenity area” (5-acres) to include a pool, 2-sport courts, clubhouse and playground.
 - 9 private pocket parks (9-acres), each a minimum of 0.5 acres in size. At least 3 of the pocket parks will have 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).
- **Mail Kiosks.** The US Postal Service requires clustered mailboxes with all new developments. The location of the mailboxes is not shown.
- **Dimensional Standards.** 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

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

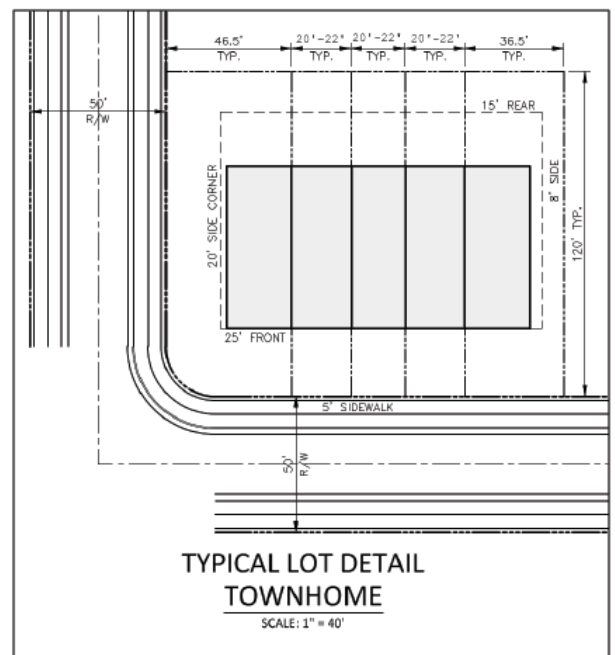
NOTE: Minimum driveway length of 25' required for all single family detached lots.



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.	15 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 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.

RECOMMENDATION:

Planning Staff recommends the Planning Board recommend 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. That a public trail easement be provided over the trail in the gas easement.
3. The HOA declarations be submitted for review by the Town Attorney with the preliminary plat.
4. That an HOA be responsible for the ownership and maintenance of all private open space and recreational amenities, SCMs, parking areas, mail kiosks, etc.
5. That the architectural standards be included in the HOA declarations.
6. That residential driveways be a minimum of 12' wide.
7. Dedicated a 30' wide public trail easement for the future Johnston County Trail.

RECOMMENDED MOTION:

“Move to recommend approval of the 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	
<i>owner signature on next page</i>			
Signature - Applicant		Date	
Rock Tower Partners, LLC 		7-29-25	
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.

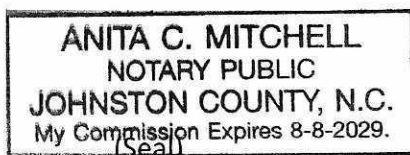
Notary Public:

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
T O W E R



MCADAMS

Contents

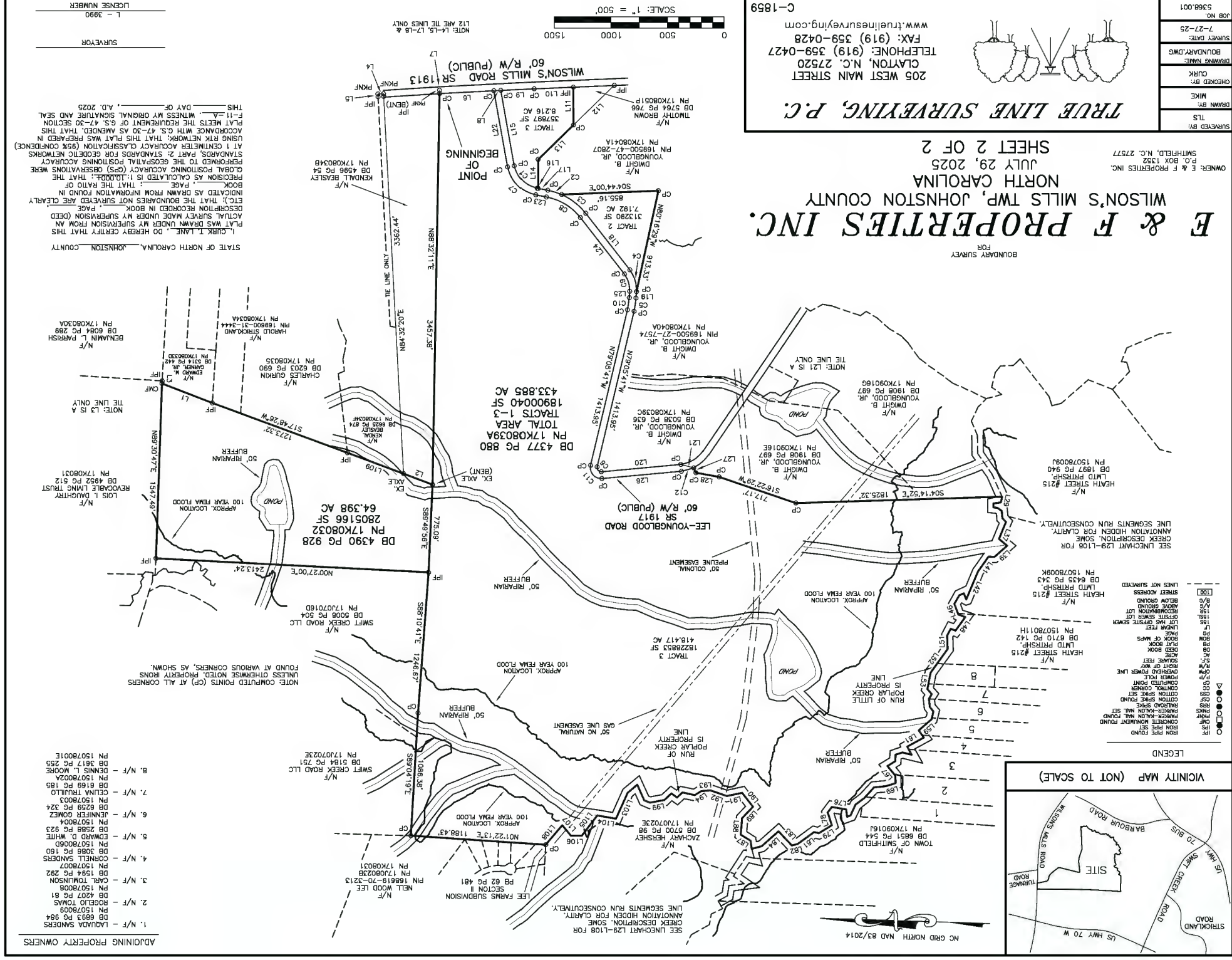
01	02	05	06
SITE DATA	MASTER PLAN	OPEN SPACE	SUMMARY OF ZONING CONDITIONS
03	04	07	
LOTS + HOUSING TYPES	INFRASTRUCTURE	APPENDIX	

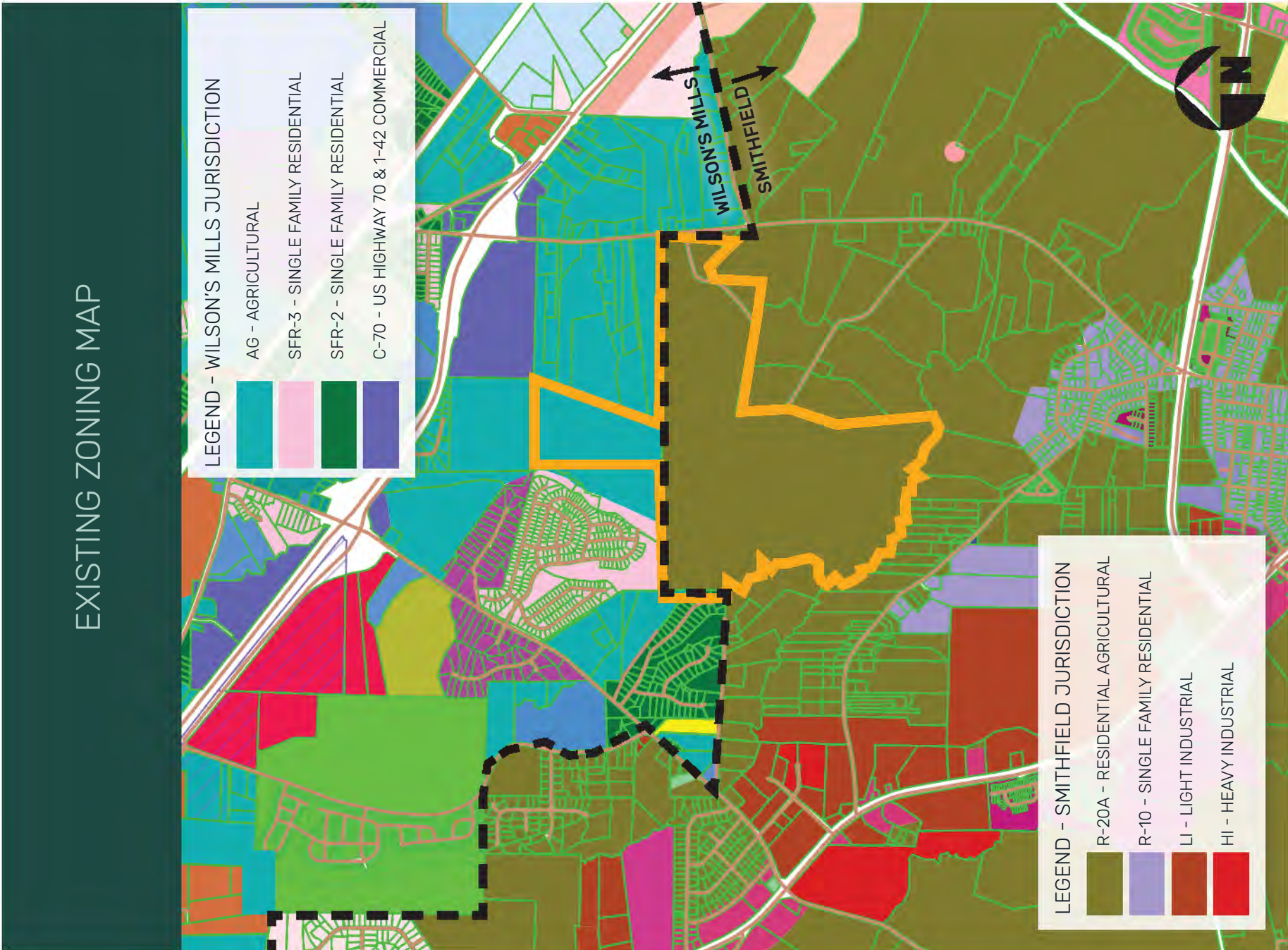
01

EXISTING CONDITIONS

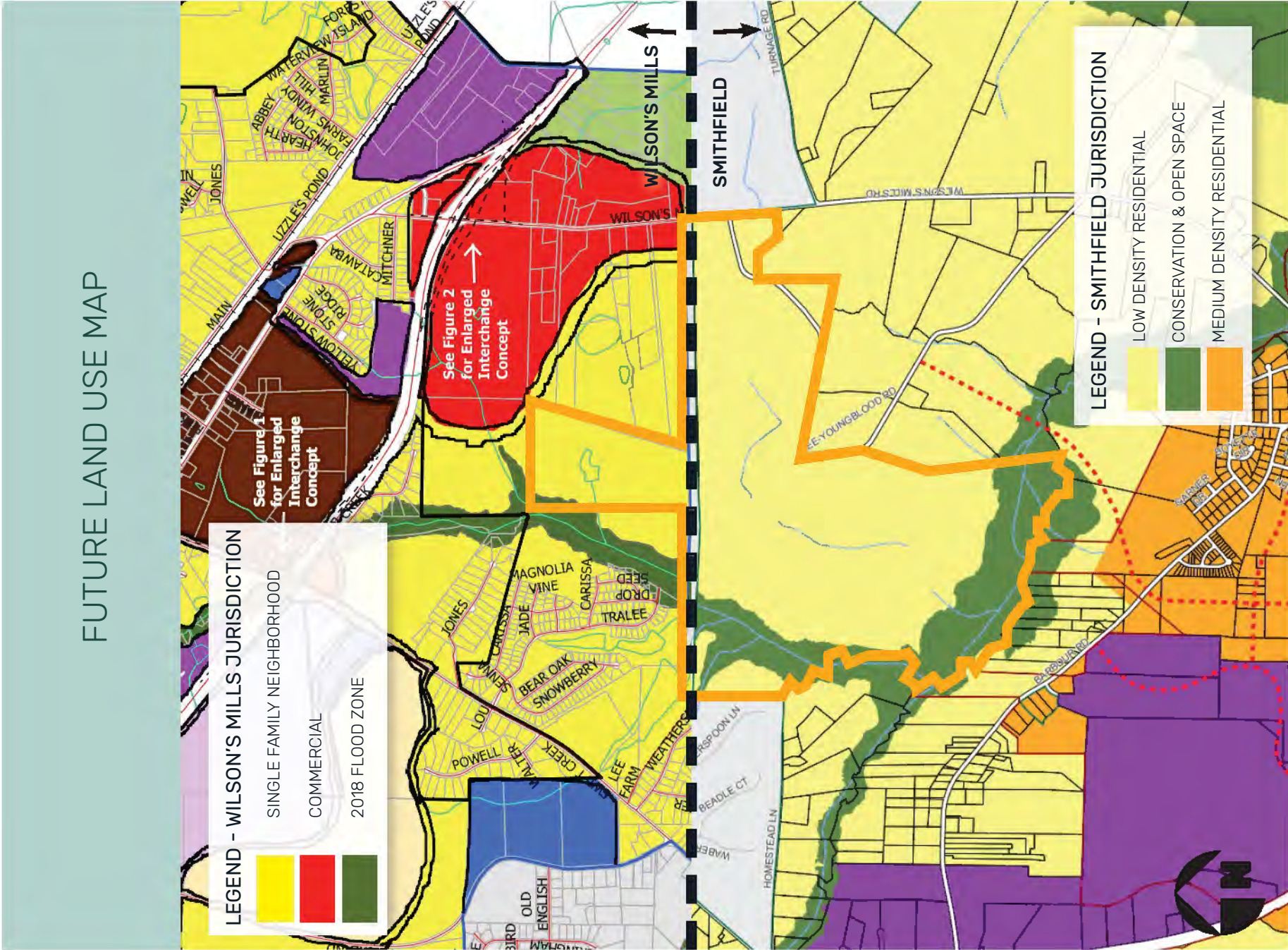
SITE DATA

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

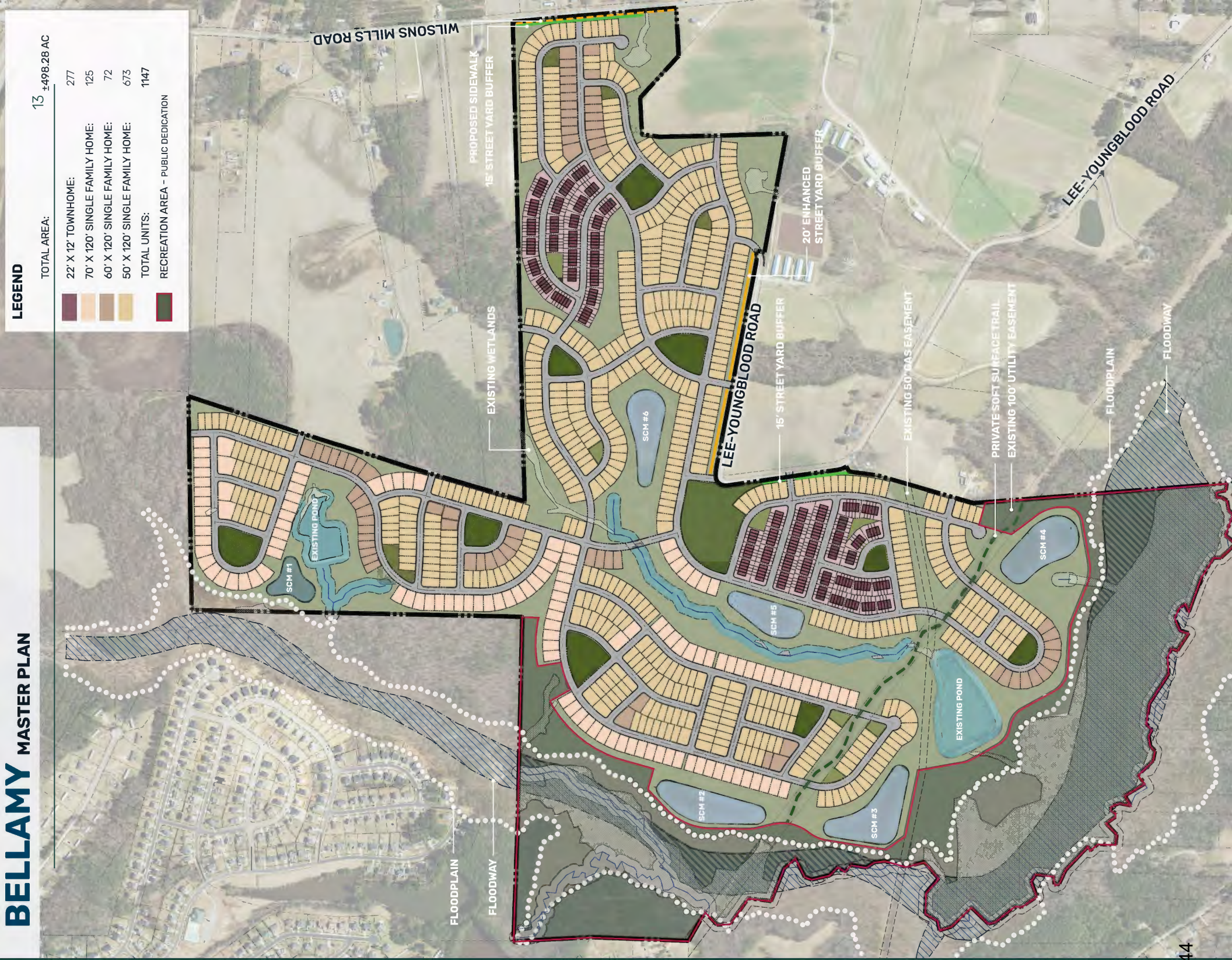




The subject site is within Smithfield and Wilson's Mills Extraterritorial Planning Jurisdictions. The jurisdictional line is indicated above.



The subject site features future land use designations from both Smithfield and Wilson's Mills.



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.

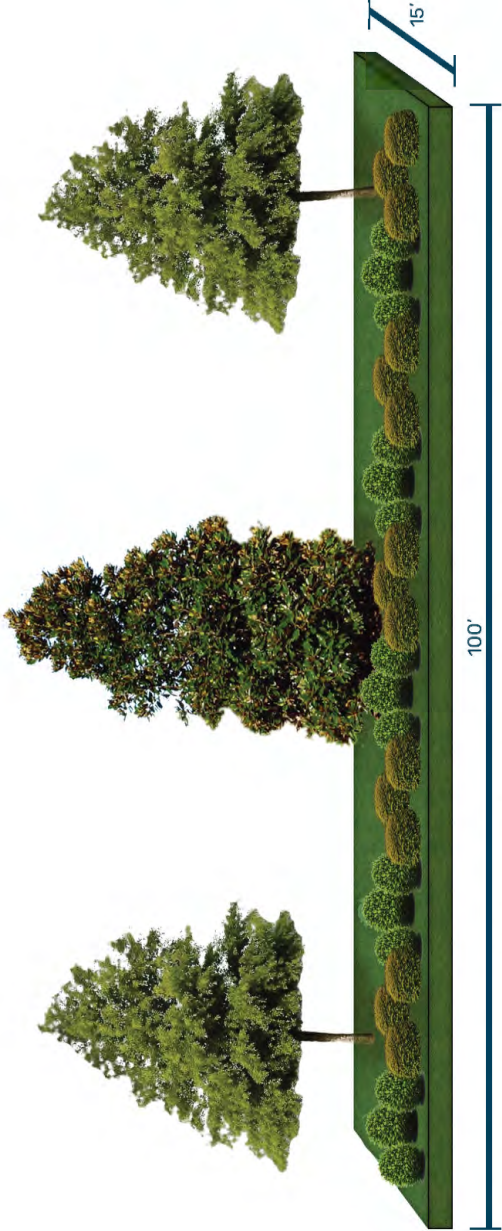
The development is intended to bring energy and excitement to the Smithfield community, while simultaneously preserving natural resources through sustainable design.

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.

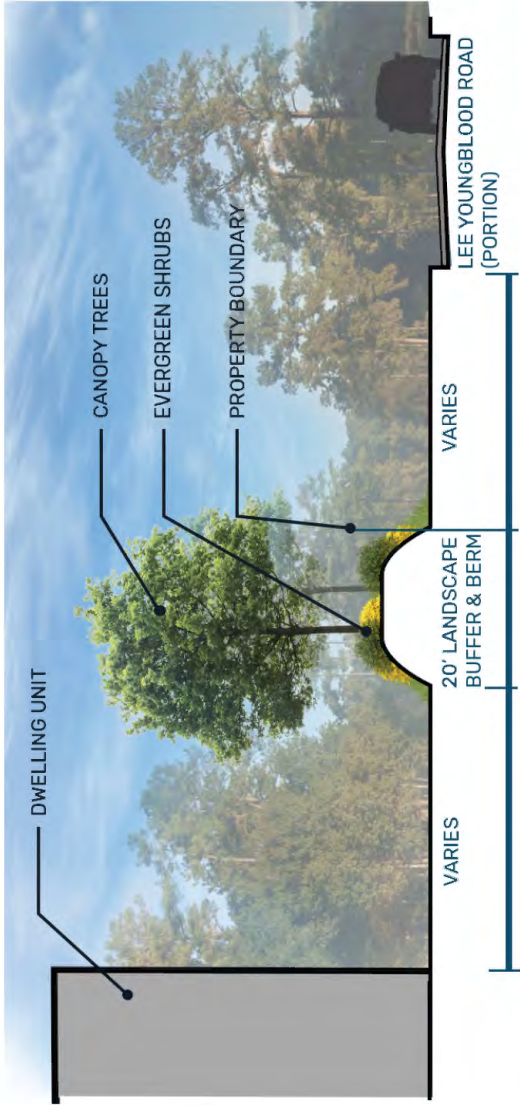
Based on consultation with Smithfield planning staff, there are no known neighborhood concerns at this time. Even so, the project is intentionally designed to mitigate potential impacts to neighboring properties. This will be accomplished through street yard buffers, conservation areas concentrated around 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

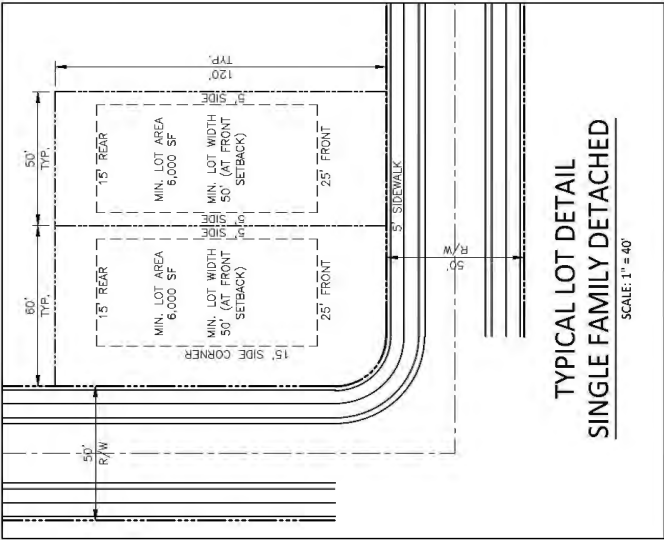
TYPICAL LOT DIMENSIONS

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

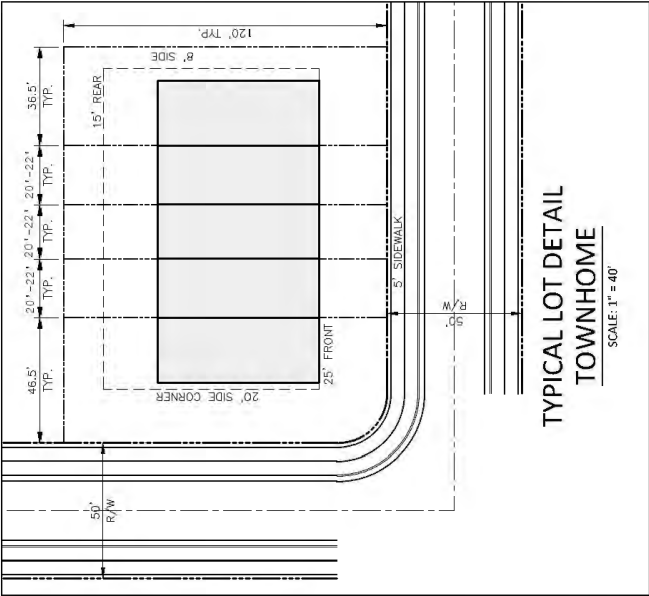
- All detached houses will be one or two stories with a slab foundation.
- Each single family detached house will include a front-loaded garage.
- Within the development, multiple types and styles of vinyl siding will be utilized to provide visual interest.
- The front façade of each house will include 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.

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.

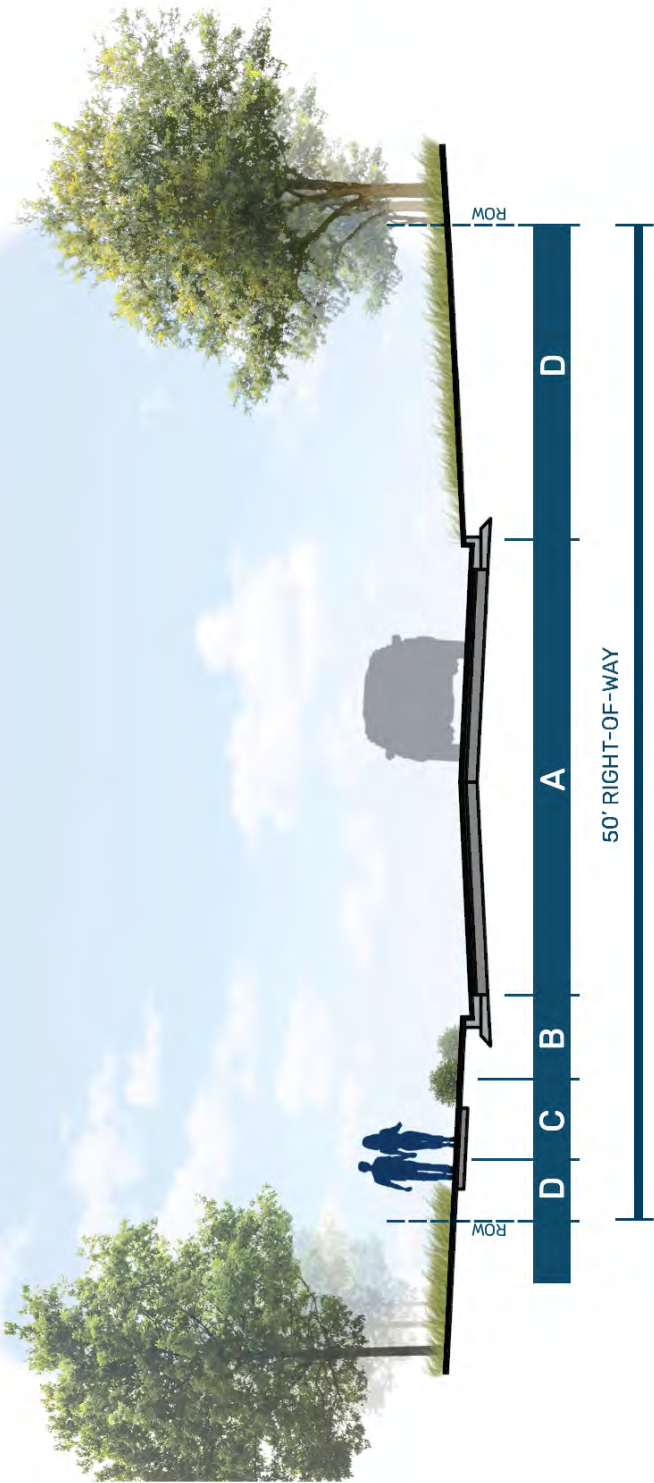
SIDEWALKS & PEDESTRIAN IMPROVEMENTS

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.



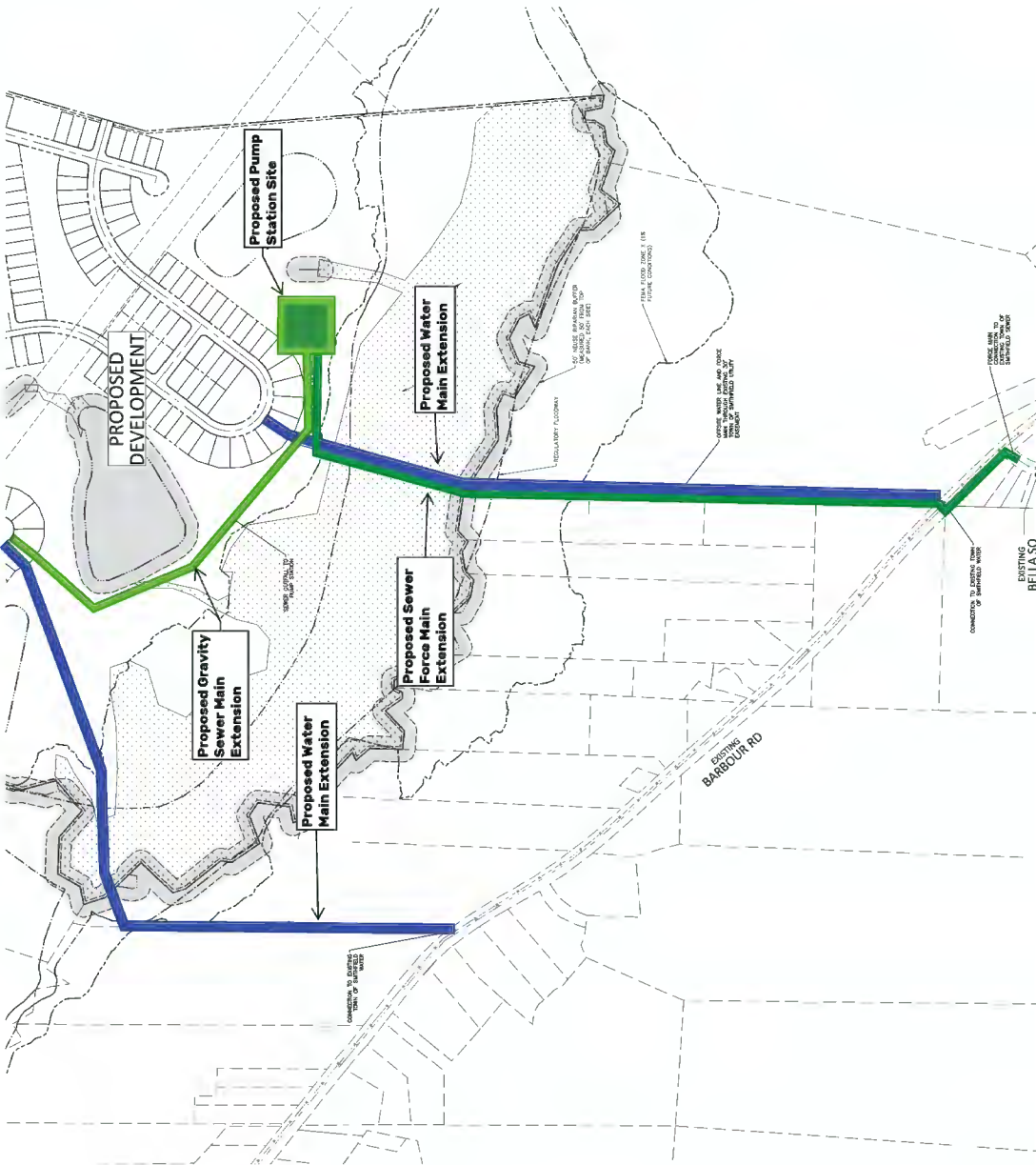
STORMWATER

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

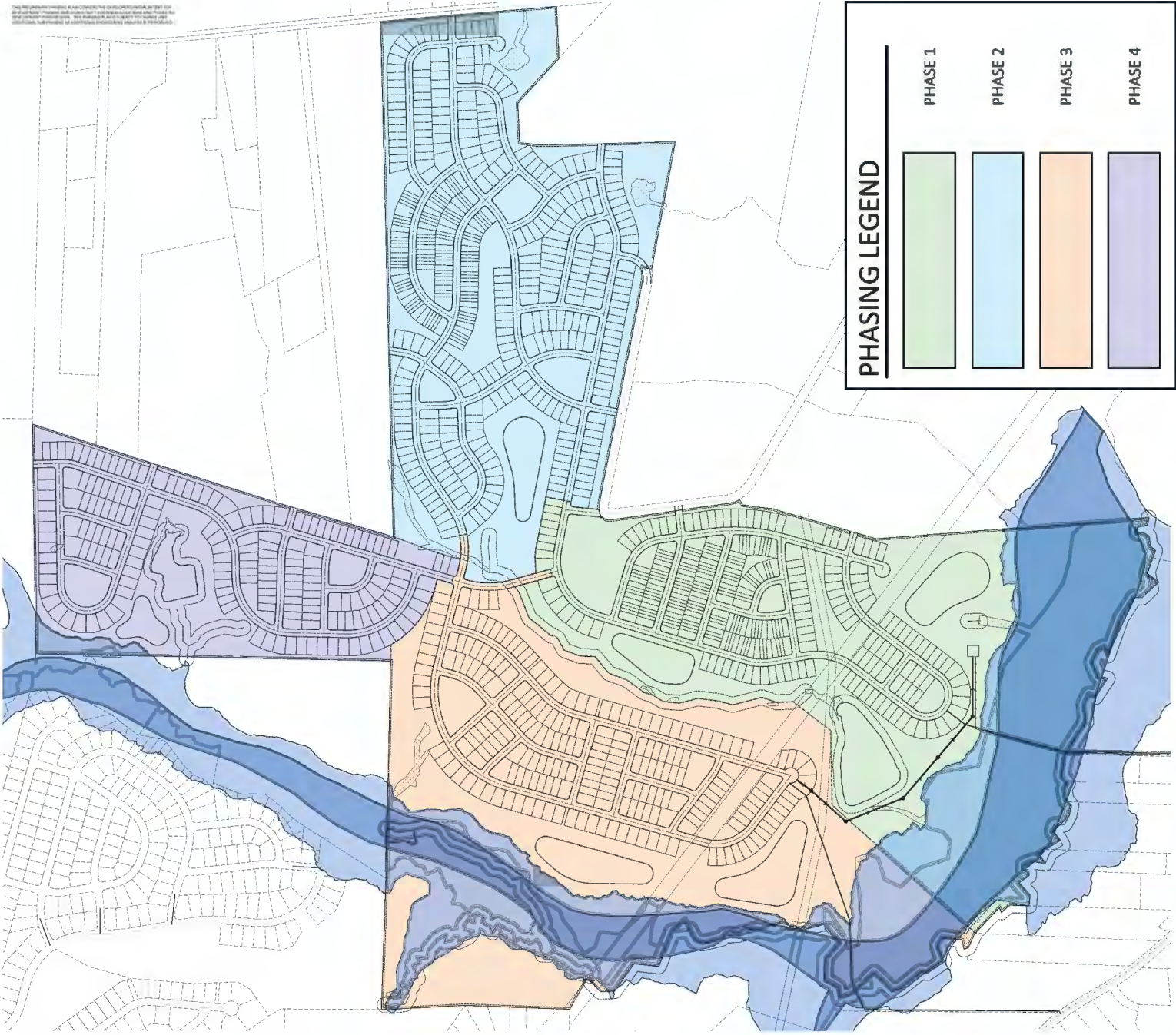
Horizontal construction is expected to begin in early 2028. The building process for the entire Bellamy neighborhood is expected to span approximately 10 years.

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

FLOODPLAIN

FLOODWAY

EXISTING WETLANDS

15' STREET YARD BUFFER

15' STREET YARD BUFFER

20' ENHANCED
STREET YARD BUFFER

EXISTING 50' GAS EASEMENT

EXISTING 100' UTILITY EASEMENT

FLOODPLAIN

FLOODWAY

LEE-YOUNGBLOOD ROAD

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	Required: 114.7 acres Existing Standard	Provided: 125 acres (minimum) Proposed Standard
Private Open Space	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.



07

APPENDIX

LEGAL DESCRIPTION #1

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

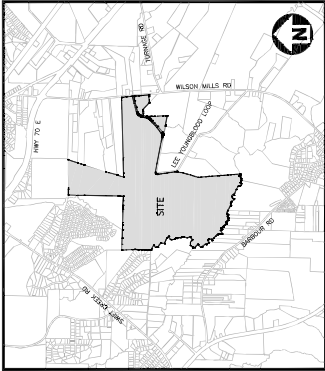
2917 WILSON MILLS RD
SMITHFIELD, NC 27577

CONDITIONAL ZONING SITE PLAN

PROJECT NUMBER: SPEC25270

DATE: AUGUST 1, 2025

SHEET INDEX	
CL.00	EXISTING CONDITIONS
C2.00	OVERALL SITE PLAN
C2.01	OPEN SPACE & AMENITY PLAN
C4.00	PRELIMINARY UTILITY PLAN
C5.00	PRELIMINARY PHASING PLAN



VICINITY MAP
N.T.S.

SITE DATA	
PROJECT NUMBER	BELLAMY McADAMS PROJECT SHEET 1, SITE 500 2917 Wilson Mills Rd Smithfield, NC 27577 Email: mcadamsmc.com
DEVELOPER	ROCK TOWER PARTNERS LLC 2917 Wilson Mills Rd Smithfield, NC 27577 Email: info@rocktowerpartners.com
LAND OWNER	856 PROPERTIES 2917 Wilson Mills Rd Smithfield, NC 27577
TAX ID	18000511-0217, 18000505-7032
GRID REFERENCE	2917 Wilson Mills Rd 477 P4880
EXISTING ZONING	AG-1.50A
CURRENT USE	AGRICULTURE
PROPOSED ZONING	PL-CONDOMINIUM
TOTAL PROJECT AREA	488.80 AC
PROPOSED DENSITY	1.648 UNIT / ACR.301 AC = 2.332 U/AC
PROPOSED LOT SIZE	0.15 AC
SOILS	C-10W
WETLANDS	W-10W
WETLANDS	W-10W
WETLANDS	W-10W

REVISIONS

NO DATE

CONDITIONAL ZONING
SITE PLAN FOR:

BELLAMY
SPEC25270
2917 Wilson Mills Rd
PROJECT NUMBER: SPEC25270

McADAMS

The John R. McAdams Company, Inc.
621 Hillsborough Street
Raleigh, NC 27603
phone 919.361.5000
fax 919.361.2569
telex number: C003X, C-187
www.mcadamsco.com

CONTACT

888 MAMO
mamo@mcadamsmc.com
PHONE 919.361.5000

CLIENT

ROCK TOWER PARTNERS LLC
PO BOX 1796
Smithfield, NC 27578
PHONE 919.421.4895

ROCK
TOWER

PROJECT DIRECTORY



■ C. IS ONE OF THE FOLLOWING:

- 1) IS OF AN EXISTING PARCEL OR PARCELS OF LAND OR ONE OR MORE EXISTING EASEMENTS AND DOES NOT REQUIRE A NEW STREET OR CHANGE AN EXISTING STREET.
- 2) IS OF AN EXISTING FEATURE, SUCH AS A BUILDING OR OTHER STRUCTURE, OR NATURAL FEATURE, SUCH AS A WATERCOURSE.
- 3) IS A CONTROL SURVEY.
- 4) IS OF A PROPOSED EASEMENT FOR A PUBLIC UTILITY.
- 5) IS OF ANOTHER CATEGORY, SUCH AS THE RECOMBINATION OF EXISTING PARCELS, A COURT-ORDERED SURVEY, OR OTHER EXCEPTION OR EXCEPTION TO THE DEFINITION OF SUBDIVISION.

☐ D. IS THE INFORMATION AVAILABLE TO THE SURVEYOR IS SUCH THAT THE SURVEYOR IS UNABLE TO MAKE A DETERMINATION AS TO PROVISIONS CONTAINED IN (A) THROUGH (D) ABOVE.

☐ E.

SURVEYOR'S DISCLAIMER: NO ATTEMPT WAS MADE TO LOCATE ANY CEMETERIES, WETLANDS, HAZARDOUS MATERIALS, UNDERGROUND UTILITIES OR ANY OTHER FEATURES ABOVE OR BELOW GROUND OTHER THAN THOSE SHOWN.

DATE _____ SURVEYOR _____

STATE OF NORTH CAROLINA: JOHNSTON COUNTY

I, COURT L. DANE, DO HEREBY CERTIFY THAT THIS
 PLAN WAS DRAWN UNDER MY SUPERVISION FROM AN
 INDIVIDUAL WHOSE NAME AND ADDRESS ARE NOT KNOWN
 TO ME. THE INDIVIDUAL'S DESCRIPTION, RECORD NO., SUPERVISOR (DEED
 NO.), AND ADDRESS (DESCRIPTION, RECORD NO., ETC.) THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY
 INDICATED AS DRAWN FROM INFORMATION FOUND IN
 BOOK _____, PAGE _____, THAT THE RATIO OF
 PRECISION AS CALCULATED IS 1:1000000. THAT THE PRECISION
 WAS PERFORMED TO THE GEOSPATIAL POSITIONING ACCURACY
 STANDARDS, PART 2: CLASSIFICATION FOR GEODETIC NETWORKS
 AT 1 CENTIMETER ACCURACY CLASSIFICATION (95% CONFIDENCE
 USING RTK NETWORK; THAT THIS PLAN WAS PREPARED IN
 ACCORDANCE WITH G.S. 47-50 AS AMENDED; THAT THIS
 PLAN IS A TRUE AND CORRECT REPRESENTATION OF THE
 FACTS. I, THE UNDERSIGNED, WITNESS MY ORIGINAL SIGNATURE AND SEAL
 OF F-11 _____, DAY OF _____, A.D. 2025.

SURVEYOR

L - 3990
LICENSE NUMBER

PROPERTY SHOWN HEREON IS PARTIALLY AS SHOWN
LOCATED IN A FEMA DESIGNATED FLOOD ZONE.
FEMA FLOOD HAZARD PANEL NO. 3720169500 K
EFFECTIVE DATE: 6-20-2018

DATE	SUPERVISOR
------	------------

I, CURK T. LANE, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL GPS SURVEY MADE UNDER MY SUPERVISION, FOR THE PURPOSE OF HORIZONTAL CONTROL IN ORDER TO TIE THIS SURVEY TO NC GRID; AND THE FOLLOWING INFORMATION WAS USED TO PERFORM THE SURVEY:	
CLASS OF SURVEY: POSITION ACCURACY: DATE SURVEY FIELD PROCEDURE: DATES OF SURVEY: DATUM/EPOCH: METHOD/FIXED-CONTROL USED: GEOID MODEL: COMBINED GRID FACTOR:	CLASS AA 0.026 METERS, ELLIPTICAL ERROR AXIS 7-27-2015 NAD 83(2011)/EPIC 2010.000 NC GNSS CORRS AND RTK NAD 86 USING GEOID 18 US FEET 777974(AW6)

LEGEND

IRP	IRON PIPE FOUND	DEED BOOK	UNLAR FEET	RECOMBINATION LOT	STREET ADDRESS
CMF	CONCRETE MONUMENT FOUND	PLAT BOOK	UNLAR FEET	RECOMBINATION LOT	STREET ADDRESS
PNK	PAPER-TALON NAIL FOUND	PLAT BOOK	UNLAR FEET	RECOMBINATION LOT	STREET ADDRESS
PNK	PAPER-TALON NAIL FOUND	PLAT BOOK	UNLAR FEET	RECOMBINATION LOT	STREET ADDRESS
RIS	RAILROAD SPIKE	PLAT BOOK	UNLAR FEET	RECOMBINATION LOT	STREET ADDRESS
CSF	COTTON SPIKE FOUND	PLAT BOOK	UNLAR FEET	RECOMBINATION LOT	STREET ADDRESS
CS	COTTON SPIKE FOUND	PLAT BOOK	UNLAR FEET	RECOMBINATION LOT	STREET ADDRESS
CP	COMPUTED POINT	PLAT BOOK	UNLAR FEET	RECOMBINATION LOT	STREET ADDRESS
OPW	OVERHEAD POWER LINE	PLAT BOOK	UNLAR FEET	RECOMBINATION LOT	STREET ADDRESS
R/W	RIGHT OF WAY	PLAT BOOK	UNLAR FEET	RECOMBINATION LOT	STREET ADDRESS
AF	ADJACENT FEET	PLAT BOOK	UNLAR FEET	RECOMBINATION LOT	STREET ADDRESS
DB	DEED BOOK	PLAT BOOK	UNLAR FEET	RECOMBINATION LOT	STREET ADDRESS
PB	PLAT BOOK	PLAT BOOK	UNLAR FEET	RECOMBINATION LOT	STREET ADDRESS
PG	PLAT BOOK	PLAT BOOK	UNLAR FEET	RECOMBINATION LOT	STREET ADDRESS
LF	LINEAR FEET	PLAT BOOK	UNLAR FEET	RECOMBINATION LOT	STREET ADDRESS
15SL	15 SECOND	PLAT BOOK	UNLAR FEET	RECOMBINATION LOT	STREET ADDRESS
13R	13 SECOND	PLAT BOOK	UNLAR FEET	RECOMBINATION LOT	STREET ADDRESS
13C	13 SECOND	PLAT BOOK	UNLAR FEET	RECOMBINATION LOT	STREET ADDRESS
B/O	BELOW GROUND	PLAT BOOK	UNLAR FEET	RECOMBINATION LOT	STREET ADDRESS
100	100	PLAT BOOK	UNLAR FEET	RECOMBINATION LOT	STREET ADDRESS

29

DATE	SURVEYOR
------	----------

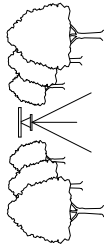
SURVEYOR'S DISCLAIMER: NO ATTEMPT WAS MADE TO LOCATE ANY CEMETERIES, WETLANDS, HAZARDOUS MATERIALS, UNDERGROUND UTILITIES OR ANY OTHER FEATURES ABOVE OR BELOW GROUND OTHER THAN THOSE SHOWN.

DATE _____ SURVEYOR _____

BOUNDARY SURVEY
FOR

E & F PROPERTIES INC.
WILSON'S MILLS TWP, JOHNSTON COUNTY
NORTH CAROLINA
JULY 29, 2025
SHEET 1 OF 2

TRUE LINE SURVEYING, P.C.



SURVEYED BY:	TLS
DRAWN BY:	MIKE
CHECKED BY:	CURK
DRAWING NAME:	BOUNDARY.DWG
SURVEY DATE:	7-27-25
JOB NO.	5368.001

205 WEST MAIN STREET
CLAYTON, N.C. 27520
TELEPHONE: (919) 359-0428
FAX: (919) 359-0428
www.truelinesurveying.com

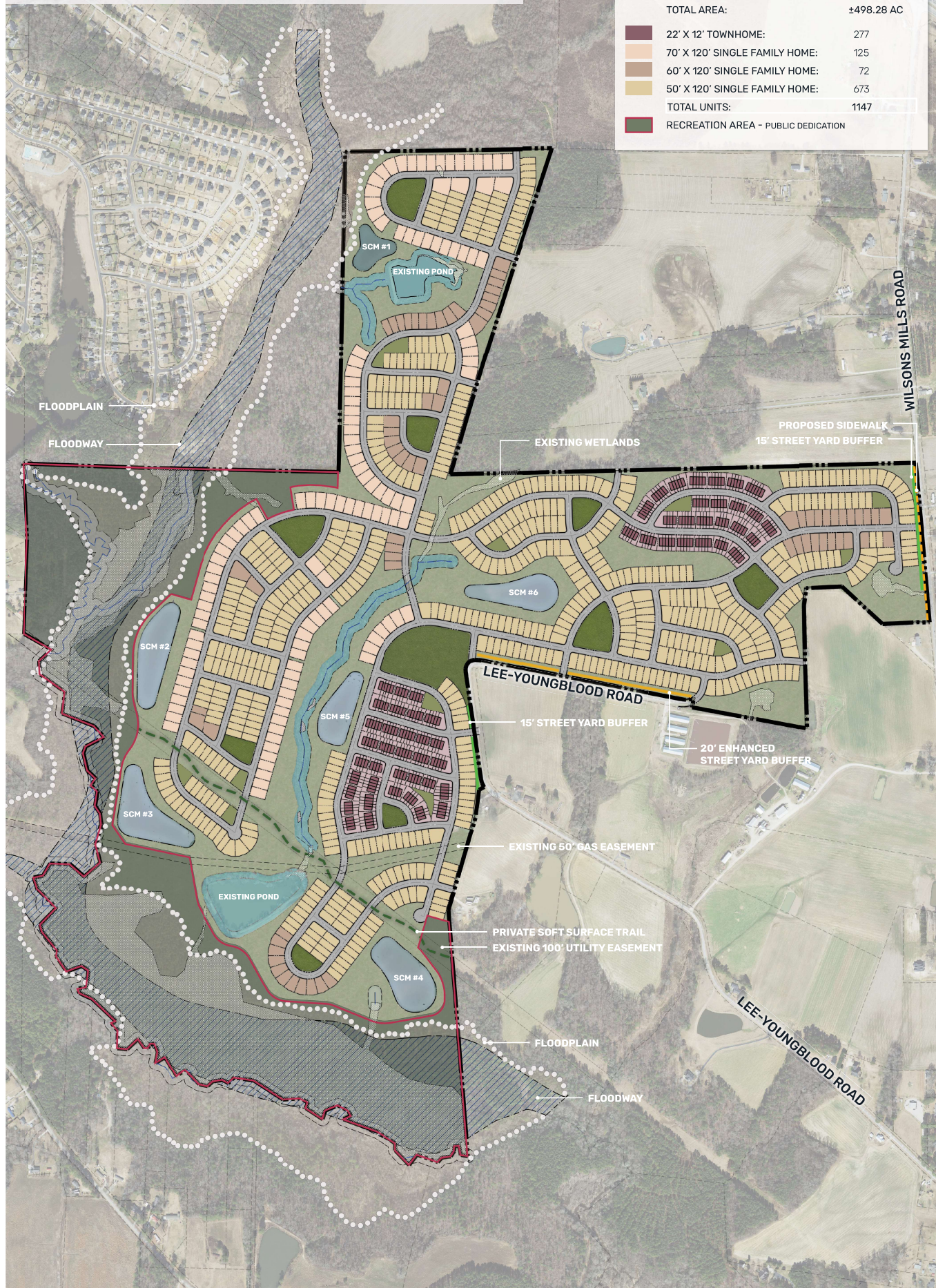
JOB NO. 5368.001

C-1859

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

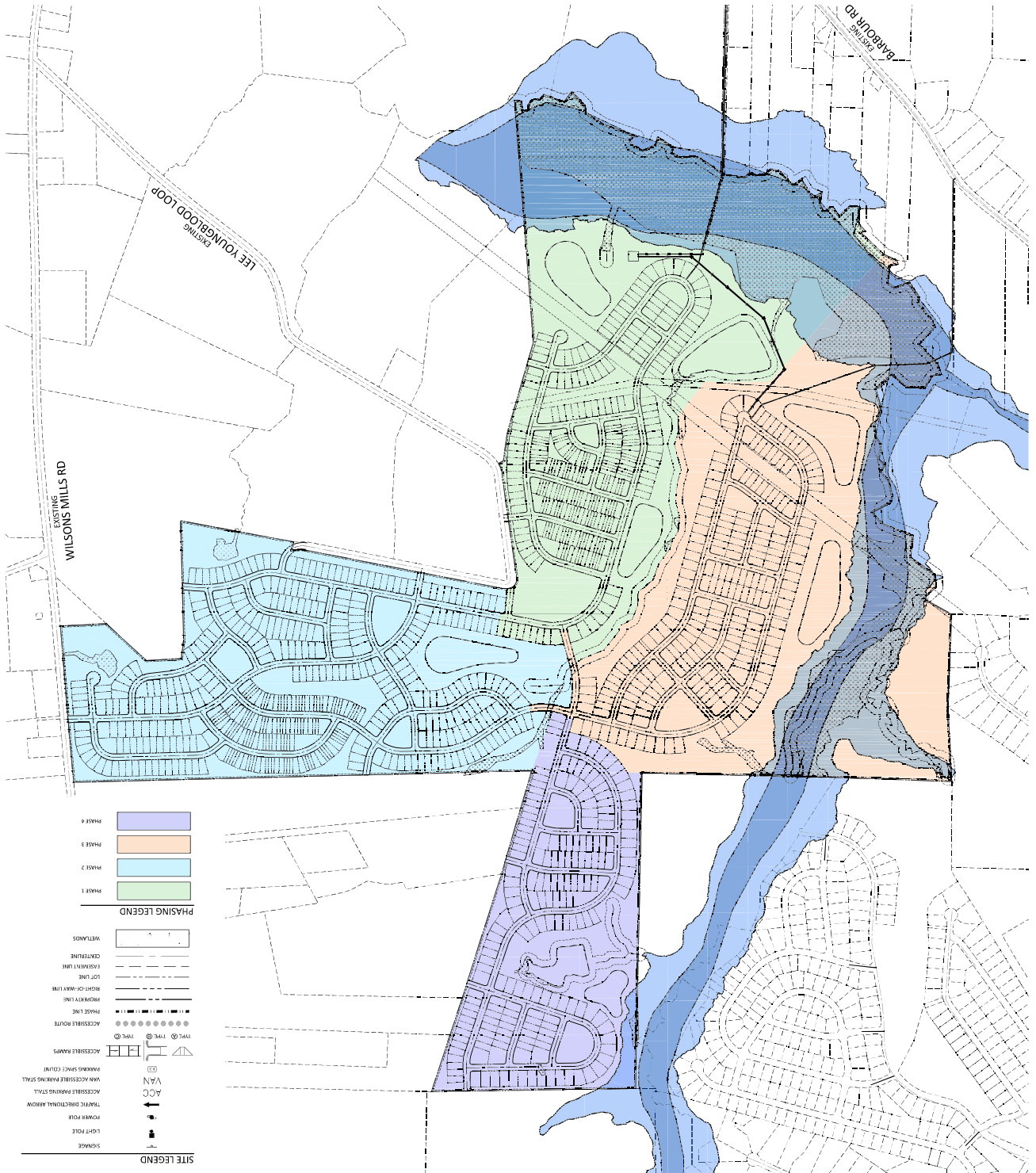
KEY:

- 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





NOTE: THIS PRELIMINARY PHASING PLAN CONVEYS THE DEVELOPER'S INITIAL INTENT FOR DEVELOPMENT PHASES AND 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.

CZ-25-05 Bellamy

File Number:
CZ-25-05

Project Name:
Bellamy

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

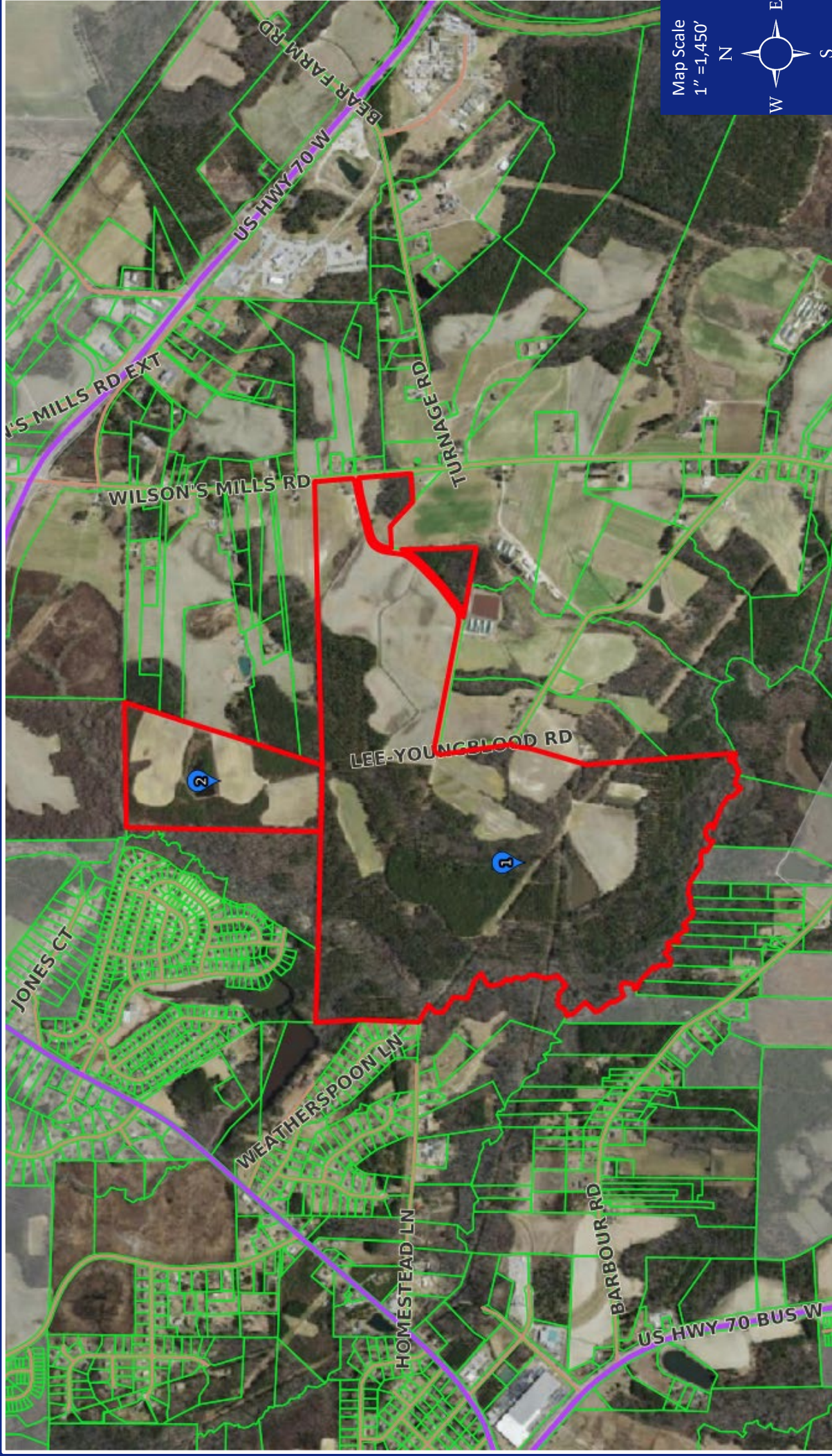
Tax ID#:
17K08039A, 17K08032

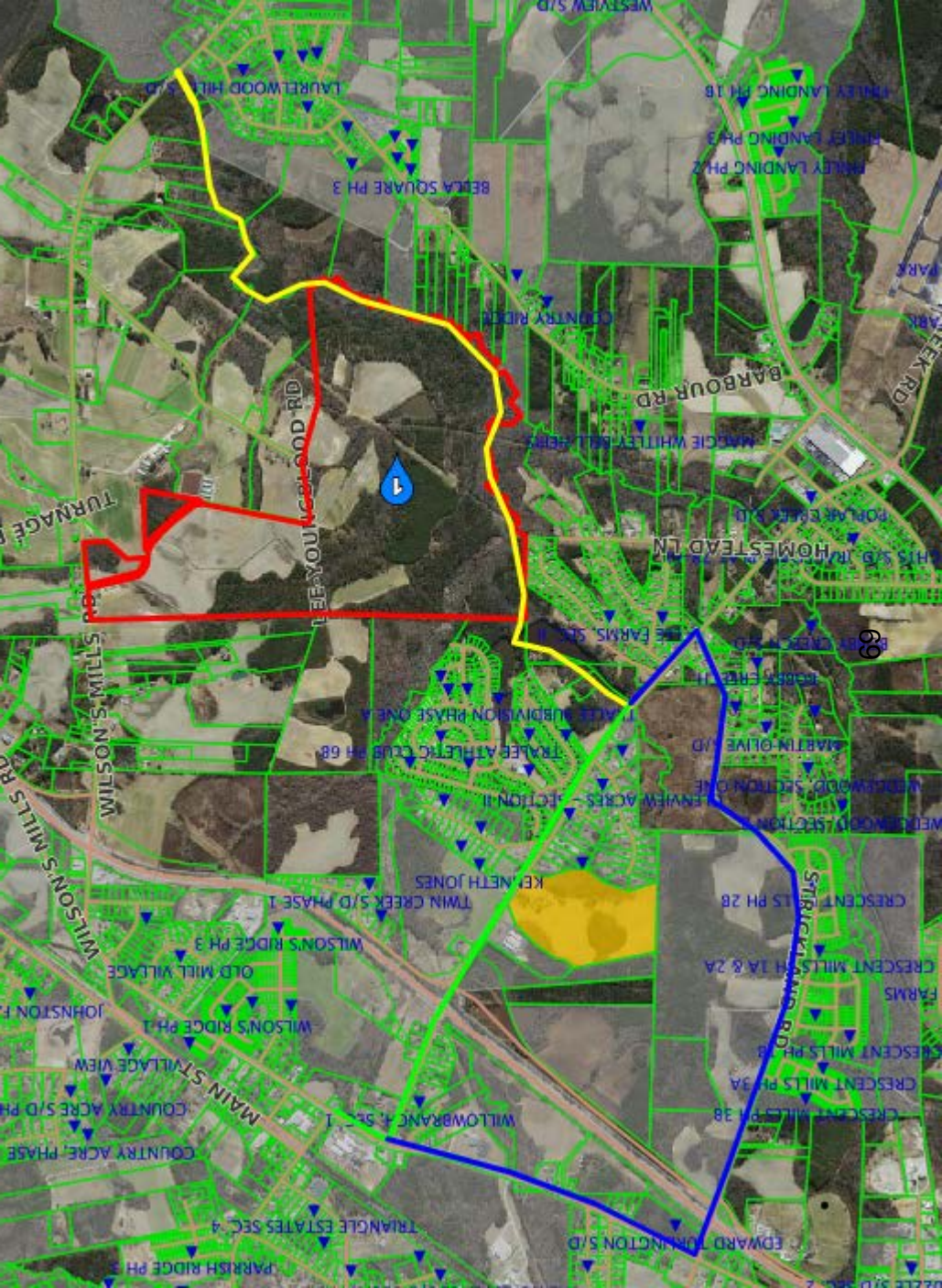
Existing Zoning:
R-20A/AG

Property Owner:
E&F Properties Inc.

Applicant:
Rock Tower Partners,
LLC

City or ETJ:
ETJ





WESTVIEW S/D

LAURELWOOD HILLS S/D

BETA SQUARE PH 3

RAILEY LANDING PH 1B

RAILEY LANDING PH 3

RAILEY LANDING PH 2

COUNTRY RIDGE

BARBOUR RD

MAGGIE WHITLEY HILL FERRY

POPPLAR CREEK S/D

THIS S/D IS HOMESTEAD LN

69

GOOSE CREEK RD



TURNAGE

WILSON'S MILLS RD

TWIN CREEK S/D PHASE ONE A

TRALEE ATHLETIC CLUB PH 68

ROCKY CREEK S/D

MARTIN OLIVE RD

WILSON'S MILLS S/D

WILSON'S MILLS S/D

WILSON'S MILLS S/D

WILSON'S MILLS S/D

WILSON'S MILLS S/D

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WILSON'S MILLS S/D

WILSON'S MILLS S/D

JOHNSTON F

OLD MILL VILLAGE

WILSON'S RIDGE PH 1

WILSON'S RIDGE PH 3

COUNTRY ACRES S/D PH

COUNTRY ACRES, PHASE

WILSON'S RIDGE PH 3

WILSON'S RIDGE PH 3

MAIN ST

WILLOWBRANCH S/D SEC 1

WILLOWBRANCH S/D SEC 1

WILLOWBRANCH S/D SEC 1

WILLOWBRANCH S/D SEC 1

WILLOWBRANCH S/D SEC 1

WILLOWBRANCH S/D SEC 1

EDWARD THOMINGTON S/D

EDWARD THOMINGTON S/D

CRESCENT MILLS PH 2B

CRESCENT MILLS PH 1A & 2A

FARMS

CRESCENT MILLS PH 3

CRESCENT MILLS PH 3A

CRESCENT MILLS PH 3B

CRESCENT MILLS PH 3A

CRESCENT MILLS PH 3B

CRESCENT MILLS PH 3A

CRESCENT MILLS PH 3B

CRESCENT MILLS PH 3A

CRESCENT MILLS PH 3B

CRESCENT MILLS PH 3A



Request for Town Council Action

**Public RZ-25-03
Hearing**

Date: 09/16/2025

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

Issue Statement

Mitchell Concrete is requesting the rezoning of +/- 13 acres of land adjacent on the east and west of their existing facility from Highway Entranceway Business (B-3) and Residential-Agriculture (R-20A) to Heavy Industrial (HI).

Financial Impact

None.

Action Needed

The Town Council is respectfully requested to hold a public hearing to review the rezoning and to make a decision to approve or deny the request.

Recommendation

Planning Staff recommends approval of the rezoning, RZ-25-03, with a statement declaring the request consistent with the Town of Smithfield Comprehensive Growth Management Plan as amended by this rezoning, and other adopted 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. Rezoning Application
4. Survey and Presentation Maps



Staff Report

**Public RZ-25-03
Hearing**

REQUEST:

Mitchell Concrete is requesting the rezoning of +/- 13 acres of land adjacent to the east and west of their existing facility from Highway Entranceway Business (B-3) and Residential-Agriculture (R-20A) to Heavy Industrial (HI).

PROPERTY LOCATION:

The property to be rezoned is located off of Parish Drive, a private street that intersects with West Market Street, approximately 2000 feet west of the Neuse River.

SITE DATA:

Tax ID#	Parts of 15099004J and 15080012
Acreage:	+/- 13 acres
Present Zoning:	Highway Entranceway Business (B-3) / Residential/Agricultural (R-20A)
Proposed Zoning:	HI (Light Industrial)
Existing Use:	Industrial Storage/vacant
Proposed Use	Heavy Industrial (industrial storage)
Town/ETJ:	Town
Fire District:	Town
School Impacts:	None
Parks and Recreation:	None
Water/Sewer Provider:	Town
Electric Provider:	Duke

EXISTING CONDITIONS/ENVIRONMENTAL:

The parcel is entirely within the 100-year floodplain. Portions of the site are currently used for storage of concrete tanks with some open grassy areas and woods. There do not appear to be any wetlands on the proposed area to be rezoned.

ADJACENT ZONING AND LAND USES: (see attached map for complete listing)

	Zoning	Existing Land Uses
North	Heavy Industrial	Industrial storage
South	R-20A and B-3	Vacant gravel parking area, vacant grass and woodland areas. Commercial business.
East	R-20A	Vacant floodplain
West	R-20A	Gravel parking – vehicle storage.

ANALYSIS:

The applicant is Marshall Concrete, which manufactures concrete septic tanks. The concrete septic tanks are formed then stored to cure on site. Marshall Concrete has outgrown its current space and is leasing adjacent space for storage but plans to further expand its storage area to keep up with demand.

The existing Marshall Concrete is located about 400 feet off of West Market Street on Parish Drive (a private gravel road), behind Whitley Grocery & Supply Inc. Marshall Concrete is currently zoned Heavy Industrial and is adjacent to a Ready-Mix Concrete plant, also zoned Heavy Industrial. The area between Marshall Concrete and West Market Street is zoned B-3.

The areas to be rezoned are to the east and west of the exiting Marshall Concrete plant (currently zoned B-3 and R-20A). The rezoning will bring the land use into compliance with zoning.

As indicated above, the area to be rezoned is 100-year floodplain and is relatively unbuildable under current regulations. The storage use may be the highest and best use of the land.

Comprehensive Plan. The area is guided in the Comprehensive Plan for Conservation/Open Space given its location in the 100-year flood plain.

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 Heavy Industrial standards.*
- **Compatibility with Surrounding Land Uses** - *The property considered for rezoning will be compatible with surrounding land uses. Portions of the land to be rezoned are already used for industrial storage and the area to be rezoned will result in a larger Heavy Industrial zoning district.*

RECOMMENDATION:

Planning Staff recommends approval of RZ-25-03 with a statement declaring the request consistent with the Town of Smithfield Comprehensive Growth Management Plan as

amended by the rezoning, and other adopted plans, and that the amendment is reasonable and in the public interest.

RECOMMENDED MOTION:

Staff recommends the following motion:

“move to approve zoning map amendment, RZ-25-03, finding it consistent with the Town of Smithfield Comprehensive Growth Management Plan as amended by the rezoning 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
RZ-25-03**

Whereas the Smithfield Town Council, upon acting on a zoning map amendment to the *Unified Development Ordinance* and pursuant to NCGS §160D-605, 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 §160D-605, 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 RZ-25-03 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 RZ-25-03 is based upon review of, and consistency, the Town of Smithfield *Comprehensive Growth Management Plan* and other officially adopted plans that are applicable; and

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



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

REZONING APPLICATION

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

Name of Project: Mitchell Concrete Acreage of Property: +/- 13 acres
Parcel ID Number: 150990045; 15040012 Tax ID: _____
Deed Book: 01024 Deed Page(s): 0149
Address: 428 W Market St, Smithfield, NC 27577
Location: approximately 13 acres on the east & west side of Mitchell Concrete
ID 150990045 +/- 1.25 acres; ID 15040012 +/- 11.75 acres
Existing Use: Agricultural Proposed Use: outdoor storage for concrete material
Existing Zoning District: R-20A; B-3
Requested Zoning District Heavy Industrial - HI
Is project within a Planned Development: ☐ Yes ☒ No
Planned Development District (if applicable): n/a
Is project within an Overlay District: ☐ Yes ☒ No
Overlay District (if applicable): n/a

FOR OFFICE USE ONLY

File Number: BZ-25-03 Date Received: 6-27-2025 Amount Paid: \$400.00



Name: Tina Shirley Hobbs
Mailing Address: 616 Hancock St, Smithfield, NC 27577
Phone Number: 919 630 0213 Fax: _____
Email Address: ts_hobbs756@gmail.com

APPLICANT INFORMATION:

Applicant: 39 NC 210 LLC
Mailing Address: PO Box 585, Smithfield, NC 27577
Phone Number: 919 868 3385 Fax: _____
Contact Person: Tamie Mitchell
Email Address: mcpconcrete1970@gmail.com

REQUIRED PLANS AND SUPPLEMENTAL INFORMATION

The following items must accompany a rezoning application. This information is required to be present on all plans, except where otherwise noted:

- ☐ A map with metes and bounds description of the property proposed for reclassification.
- ☐ A list of adjacent property owners.
- ☐ A statement of justification.
- ☐ Other applicable documentation: _____

STATEMENT OF JUSTIFICATION

Please provide detailed information concerning all requests. Attach additional sheets if necessary.

See Attached.

APPLICANT AFFIDAVIT

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

Jamie Mitchell
Print Name

Jamie Mitchell
Signature of Applicant

6/27/25
Date



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

OWNER'S CONSENT FORM

Name of Project: Mitchell Concrete Submittal Date: 6/27/25

OWNERS AUTHORIZATION

I hereby give CONSENT to 39 NC 210 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.

Signed by: Tina Hobbs Tina Shirley Hobbs 6/27/2025
Signature of Owner Print Name Date

CERTIFICATION OF APPLICANT AND/OR PROPERTY OWNER

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

Signature of Owner/Applicant Print Name Date

FOR OFFICE USE ONLY

File Number: Date Received: Parcel ID Number:

Exhibit A
Property Description:

Being a portion of tax parcel #15080012, NC PIN: 169414-23-6883, for a total of +/- 13 acres in Johnston County, North Carolina, as depicted below.



ACTUAL LEGAL DESCRIPTION OF THE PROPERTY SHALL BE DETERMINED AT A LATER DATE BY RECORDED SURVEY. THIS MAP IS NOT A CERTIFIED SURVEY AND HAS NOT BEEN REVIEWED BY A LOCAL GOVERNMENT AGENCY FOR COMPLIANCE WITH ANY APPLICABLE LAND DEVELOPMENT REGULATIONS AND HAS NOT BEEN REVIEWED FOR COMPLIANCE WITH RECORDING REQUIREMENTS FOR PLATS.

STATEMENT OF JUSTIFICATION

Mitchell Concrete Products is requesting to rezone approximately 13 acres of land from R-20A to Heavy Industrial (HI) to accommodate future expansion of its operations. This rezoning represents a strategic and necessary step to support the continued growth and long-term viability of the company in this location.

Justification:

1. Business Expansion and Economic Development:

The requested rezoning will provide Mitchell Concrete Company with the space needed to expand its facilities, increase production capacity, and create additional employment opportunities. This expansion will contribute positively to the local economy through job creation, increased tax revenue, and support for related industries.

2. Proximity to Existing Operations:

The acreage in question is directly adjacent to the company's current location, making it the most logical and efficient area for expansion. Consolidating operations in a contiguous area minimizes disruption, reduces transportation costs, and promotes cohesive site management.

3. Consistency with Surrounding Land Use Trends:

While the subject properties are currently zoned R-20A, the proposed HI rezoning is consistent with adjacent properties and leverages the infrastructure already in place to support such uses.

4. Minimal Impact on Residential Areas:

The parcel proposed for rezoning is not located near high-density residential neighborhoods. Appropriate buffering, screening, and operational controls will be implemented to minimize any potential impacts on nearby properties.

Conclusion:

Mitchell Concrete Company respectfully requests approval of this rezoning application to support its strategic business growth, reinforce local economic development, and ensure the continued success of its operations. The proposed change is consistent with the surrounding industrial context.

Sincerely,

Jamie Mitchell

Mitchell Concrete Products

LEGEND

- POB Point of Beginning**
- New Iron Set
 - Iron Pin Found
 - Wooden Bolland
 - Found Stone
 - ▲ Found Stake and Stone
 - Cotton Spindle Set
 - Record Stone Not Found
 - Property Lines
 - Fence Line
 - Centerline of Road
 - Edge of Asphalt
 - Woodline
 - Edge of Concrete
 - Overhead Electric

CERTIFICATE OF FLOODWAY INFORMATION

PROPERTY SHOWN HEREON AND IS NOT LOCATED IN A FEMA DESIGNATED FLOOD ZONE.

FLOOD HAZARD PANEL NO. 3720156600K

EFFECTIVE DATE: 06/20/2018

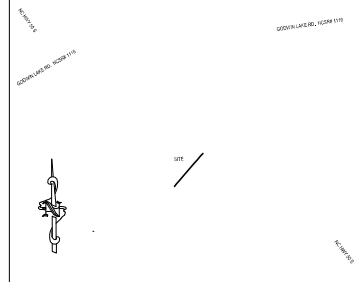
DATE SURVEYOR

NOTES:

1. All EIS and EIPs are "Control Corners".
2. No NCGS Monuments found within 2000' of the Property.
3. All bearings are referenced to Deed Bk 3010, Pg 706 and Deed Bk 4218, Pg 775
4. All distances are horizontal.
5. Deed references as noted on map.

VICINITY MAP

(NOT TO SCALE)



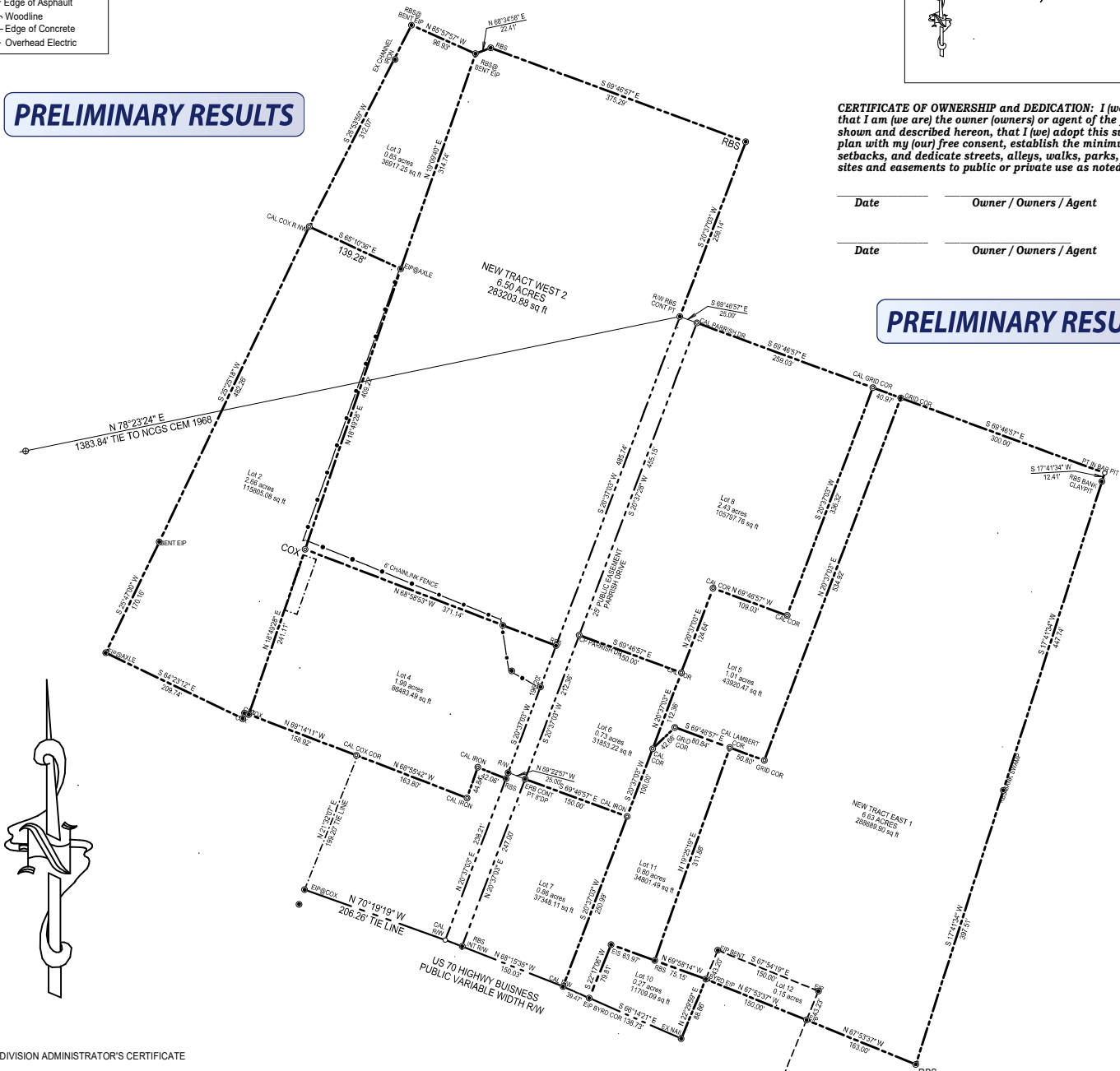
CERTIFICATE OF OWNERSHIP AND DEDICATION: I (we) certify that I am (we are) the owner (owners) or agent of the property shown and described hereon, that I (we) adopt this subdivision plan with my (our) free consent, establish the minimum building setbacks, and dedicate streets, alleys, walks, parks, and other sites and easements to public or private use as noted.

Date Owner / Owners / Agent

Date Owner / Owners / Agent

PRELIMINARY RESULTS

PRELIMINARY RESULTS



SUBDIVISION ADMINISTRATOR'S CERTIFICATE

THIS PLAT IS EXEMPT FROM SUBDIVISION REGULATION WITHIN THE JOHNSTON COUNTY PLANNING JURISDICTION.

DATE SUBDIVISION ADMINISTRATOR

REVIEW OFFICER'S CERTIFICATE

STATE OF NORTH CAROLINA
COUNTY OF JOHNSTON

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

DATE REVIEW OFFICER

JOHNSTON COUNTY REGISTER OF DEEDS

STATE OF NORTH CAROLINA, JOHNSTON COUNTY

THIS INSTRUMENT WAS PRESENTED FOR REGISTRATION AND RECORDING THIS _____ DAY OF _____ 20____ AT _____

REG. OF DEEDS BY ASST. REG. OF DEEDS

PRELIMINARY RESULTS

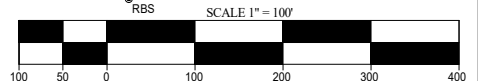
CERTIFICATE OF SURVEY AND ACCURACY

I, JAMES LONNIE PEACOCK, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION FROM A (DEED DESCRIPTION RECORDED IN BOOK 3010, PAGE 706, AND BOOK 4218, PAGE 775). THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND IN DEED/PLAT BOOK 3010, PAGE 706; THAT THE RATIO OF PRECISION AS CALCULATED IS 1:10000; THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G. S. 47-30 AS AMENDED. WITNESS MY ORIGINAL SIGNATURE, REGISTRATION NUMBER AND SEAL THIS 23 DAY OF JULY, A.D., 2024

SURVEYOR

L-5141
LICENSE NUMBER

THAT THE SURVEY IS OF ANOTHER CATEGORY, SUCH AS THE RECOMBINATION OF EXISTING PARCELS, A COURT-ORDERED SURVEY OR OTHER EXEMPTION OR EXCEPTION TO THE DEFINITION OF SUBDIVISION.



SURVEY OF	BOUNDARY AND RECOMBINATION MITCHELL CONCRETE, INC US HIGHWAY 70 S., SMITHFIELD, NC 27577	
	TOWNSHIP: SMITHFIELD	STATE: NORTH CAROLINA
COUNTY: JOHNSTON		DATE: JULY 23, 2025
CITY OR TOWN/LIMIT/ETJ: SMITHFIELD		
ZONED:	NCPID:	
OWNER: TINA SHIRLEY HOBBS 616 HANDCOCK ST. SMITHFIELD, NC 27577		
ON THE LEVEL . LAND SURVEYING, PLLC. FIRM # P-2158 JAMES LONNIE PEACOCK, PLS NC Reg. Land Surveyor No. L-5141 1646 DENNING RD. BENSON, N.C 27504 TELEPHONE: 919-422-3580		

SCALE 1" = 100' FEET

RZ-25-03 Mitchell Concrete

File Number:

RZ-25-03

Project Name:

Mitchell Concrete

Location:

Parrish Dr.

Tax ID#:

15080012

Existing Zoning:

B-3, R-20A

Property Owner:

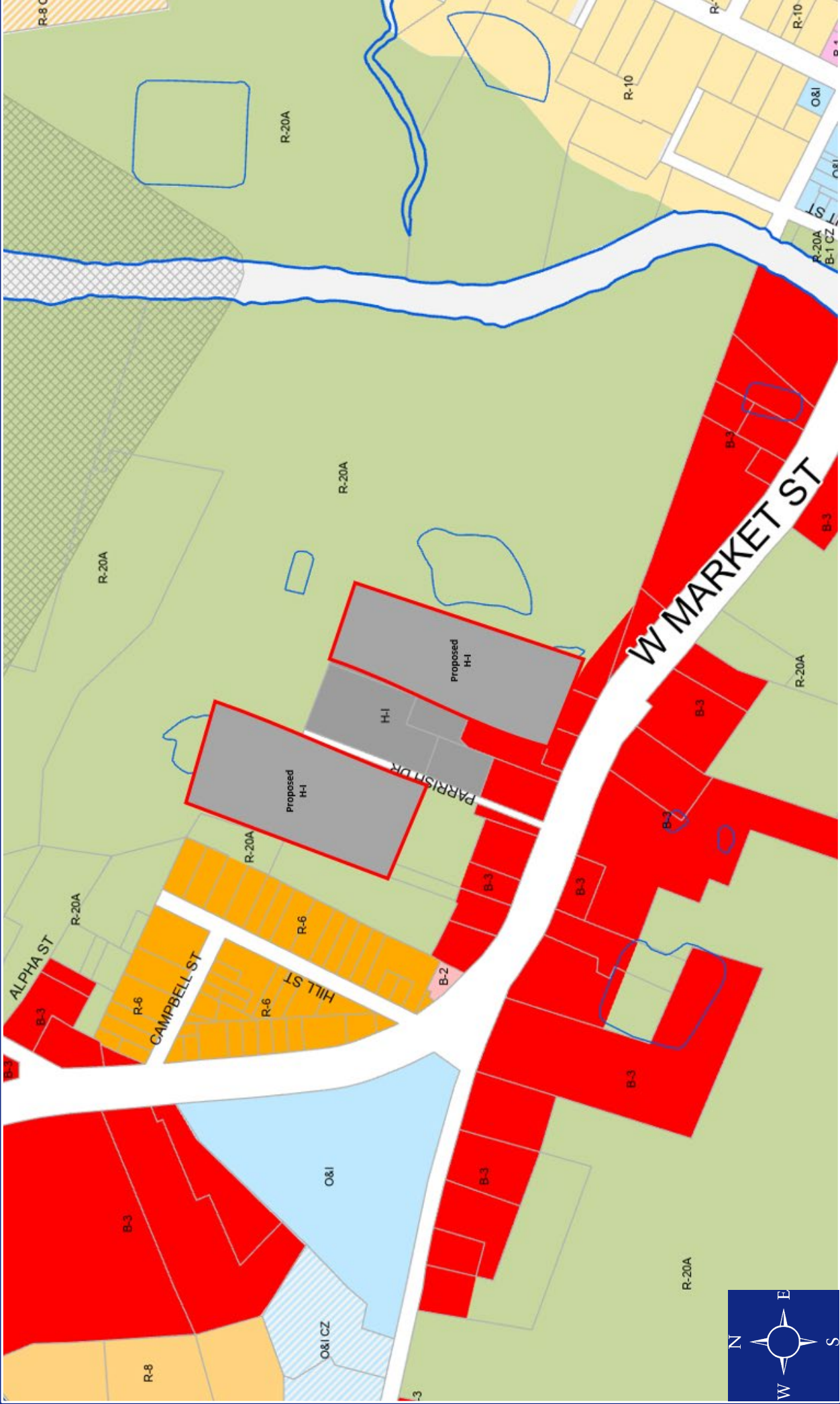
HOBBS, TINA
SHIRLEY

Applicant:

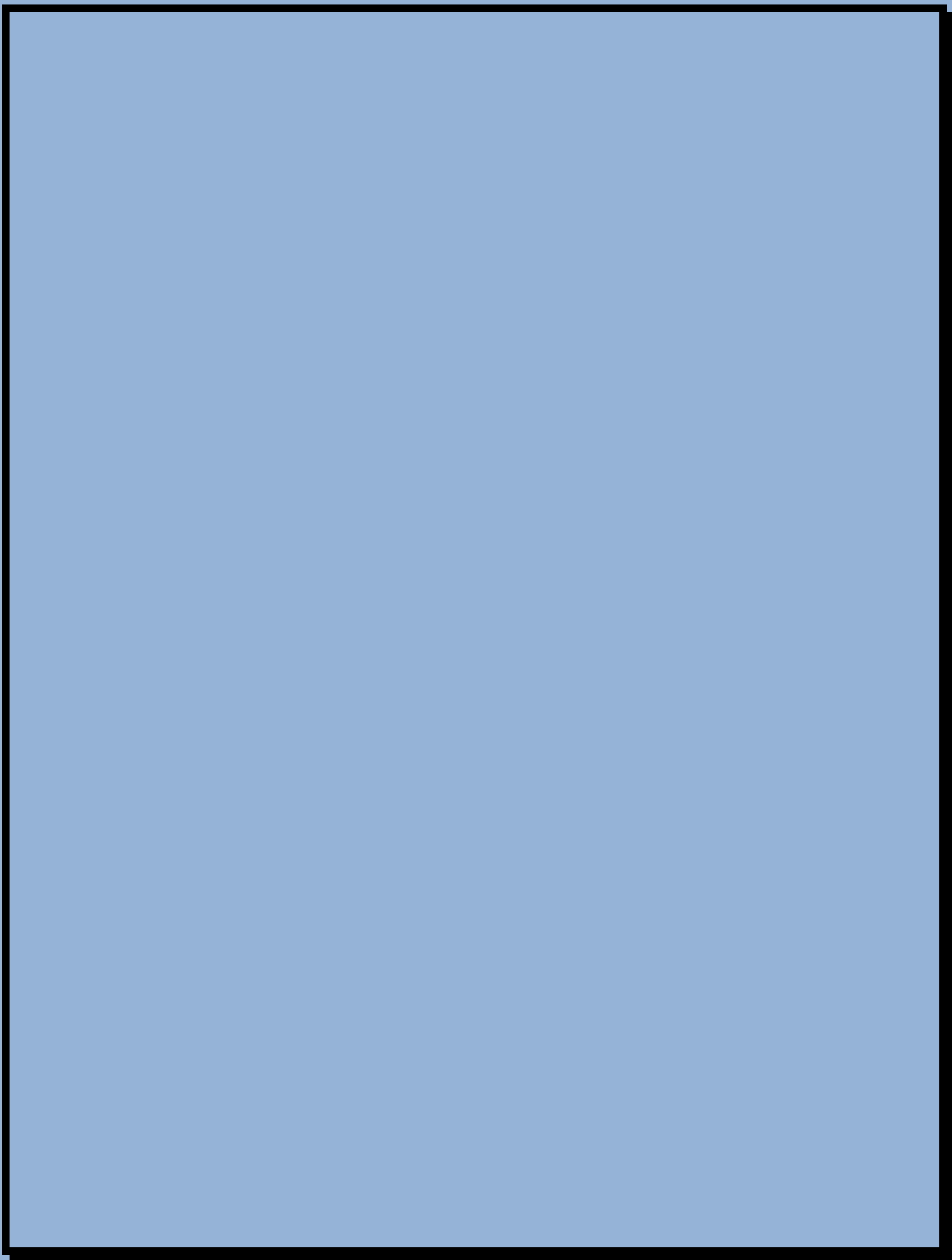
Jamie Mitchell

City/ETJ:

City



Consent Agenda Items



These minutes were transcribed from the meeting recording, and notes from the Deputy Town Clerk.

The Smithfield Town Council met in regular session on Tuesday, August 5, 2025 at 7:00 p.m. in the Council Chambers of the Smithfield Town Hall, Mayor M. Andy Moore presided.

Councilmen Present:

Roger Wood, Mayor Pro-Tem
Sloan Stevens, District 2
Dr. David Barbour, District 4
John Dunn, At-Large
Stephen Rabil, At-Large

Councilmen Absent

Administrative Staff Present

Michael Scott, Town Manager
Shannan Parrish, HR Director
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
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 7:00pm.

INVOCATION

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

APPROVAL OF AGENDA:

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

- *Add to the Consent Agenda Item No. 14 Consideration and request for approval for a school resource officer at West Smithfield Elementary School.*
- *Remove from Consent Agenda, and add to Business Items No. 3—The Consideration and request for approval of the Smithfield Police Department's Grant Application to the GSHP program*
- *Add to Presentations Item No. 3 Resolution BDR-6-25 Commemorating the NC Eastern Municipal Power Agency's final debt service payment from the Town of Smithfield*
- *Add Closed Session – Pursuant to NC G.S. 143-318-11 (a)(5), (a)(6) & (a)(3)*

PRESENTATIONS:

1. Administering Oath of Office to newly hired Police Officer Kelvin Cruz

Mayor Andy Moore administered the oath of office to new police officer Kelvin Cruz, extended his congratulations, greeted Officer Cruz's family and welcomed him to the Town.

2. West Smithfield Multiuse Trail Project Update:

Planning Director Stephen Wensman reported that the West Smithfield Multiuse Trail Project, extending from the West Market Street Bridge to Wilson's Mills Road, is progressing with survey work and 30% design plans completed and reviewed by NCDOT. The project is primarily funded by two NCDOT grants, with the town covering 20% of the cost. Next steps include mailing information to affected property owners, conducting hydraulic modeling and floodplain certification, and preparing 90% plans for further review. The project is expected to address right-of-way needs before moving to bidding and construction, with substantial completion anticipated in summer 2027. Wensman noted the complexity of the project due to federal funding requirements and the need to address drainage and property impacts along the route.

Following the Planning Director's presentation, the mayor expressed support for the project's progress and emphasized the importance of improving the timeline due to the community's need for better connectivity.

Councilman David Barbour asked about plans for pedestrian access and safe crossings, particularly how people would cross busy roads like NC 210 and Highway 70, noting current dangerous crossings and the lack of crosswalks. Planning Director Wensman responded that enhanced intersection designs had been identified in the pedestrian plan and that future studies would be needed for safe crossings at signalized intersections.

The Board highlighted the need for coordination with NCDOT to ensure pedestrian safety and access to businesses and amenities on both sides of the highway.

3. Resolution BDR-6-25 Commemorating the North Carolina Eastern Municipal Power Agency's final debt service payment from the Town of Smithfield

Mayor Andy Moore introduced and read Resolution BDR-6-25, commemorating the Town of Smithfield's final debt service payment to the North Carolina Eastern Municipal Power Agency. He provided background on the agency's formation to address power supply needs and the significant debt incurred by member municipalities, including Smithfield. The mayor noted that the final payment, made on July 1, 2025, marked a major milestone, reflecting responsible fiscal management and resulting in lower electric rates for residents, and providing financial leeway for future upgrades to the Town's power grid. He emphasized the relief and pride felt by the Town in meeting this obligation, highlighted the positive impact on local utility rates, and expressed appreciation for the efforts of the Council, staff, and utility director in maintaining a reliable and competitively priced electrical system.

PUBLIC HEARINGS:

- 1. Conditional Zoning Request (CZ-25-03) – Consideration of a request for Mallard Smithfield NC, LLC to amend the conditional rezoning master plan:** Mallard Smithfield NC, LLC is requesting approval of an amended R-8 conditional rezoning master plan of 491.2 acres of land which will include 1,327 residential units: 873 single-family detached, 454 single-family attached (townhomes). The Town Council is respectfully requested to hold the Public Hearing, originally opened on July 15, 2025 in regular session.

Planning Director Stephen Wensman presented a conditional zoning request from Mallard Smithfield, NC, LLC to amend the master plan for approximately 469 acres along Mallard Road. The proposed amendment reduces the total number of residential units from 2,005 to 1,327, eliminates all previously approved apartments, and introduces a mix of single-family homes and townhomes, including age-targeted units. The plan features five different product types, two clubhouses with pools, recreational amenities, and managed open space. Wensman outlined changes from the original Woodleaf development, including adjustments to lot sizes, removal of apartments, and modifications to the road network and recreational features. He noted that the development will be served by town utilities, with phased construction anticipated from late 2026 through 2032.

The plan includes sidewalk and trail improvements consistent with the town's pedestrian plan, and a landscape berm and decorative fencing along Mallard Road. Wensman stated that the proposal is consistent with the comprehensive plan and recommended approval with six conditions, noting that the developer is voluntarily seeking annexation and that staff finds the plan compatible with surrounding land uses.

Wensman provided an illustration of the petitioner's requested deviations from the UDO, and it is incorporated in his entire record and was provided to the Town Council in written form as part of their August 5, 2025 agenda packet. He noted the staff's consistency statement and opinions as below:

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 that guides the properties for medium density residential.*
- **Consistency with the Unified Development Code** – *the property will be developed in conformance with the UDO conditional zoning provisions that allows a good faith negotiation of development standards.*
- **Compatibility with Surrounding Land Uses** - *The property considered for rezoning will be compatible with the surrounding land uses.*

RECOMMENDATION:

Planning Staff recommends approval of the conditional zoning amendment, CZ-25-03, 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. *That the landscape plan be provided meeting minimum requirements of the UDO Part III and include:*
 - *A 3' average height - landscaped berm with decorative fence be provided between Mallard Road and rear property lines where there are double fronted lots.*
- ~~*An easement be provided for a future trail in the Duke powerline easement east of Mallard Road.*~~
3. *The HOA declarations be submitted for review by the Town Attorney with the preliminary plat.*
4. *That an HOA be responsible for the ownership and maintenance of all common amenities including landscaping and property maintenance for the entire development, the stormwater SCM, parking lots, recreational amenities, and open space, parking enforcement and trash and recycling roll-off storage/screening.*
5. *That architectural standards be drafted and included in the HOA declarations to include: A variation in exterior finishes, including cottage style elements including a mix of premium vinyl siding styles, including horizontal lap siding, shake shingle accent siding and board and batten style siding. Each of the products will also have garages, with each garage door having either carriage style adornments or windows. The age-targeted product lines will also include stone elements on the exterior.*
6. *That all single-family homes and townhomes have rear decks or patios of at least 100 sq. ft. in size.*
7. *That the developers agree for the site to be annexed into the Town of Smithfield's corporate limits.*

He recommended the Board move to recommend approval of the zoning map amendment, CZ-25-03, 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.

Following Planning Director Stephen Wensman's presentation, Councilman David Barbour inquired about whether the proposed trail under the Duke Power easement would be public or private, to which Mr. Wensman responded that it is currently private but an easement for public use has been requested.

Town Manager Mike Scott sought clarification regarding the number of recommended conditions for approval, confirming with Mr. Wensman that the developer is providing the requested trail easement, and that the conditions listed in the agenda packet are accurate.

Mayor Andy Moore asked for further clarification on the extent of the trail easement, with Mr. Wensman explaining that the developer is providing an easement from where the trail stops to the edge of the development, and that he has requested a public trail easement across the entire trail.

Mayor Moore also clarified for the audience that the request is an amendment to an already approved conditional rezoning, and that the previously approved plan could be built as is.

Councilman Barbour also asked about the separation of yards, the location of fencing and sought clarification for the term “decorative fence”. Wensman pointed out the berm fencing on the map provided in his materials.

Councilman Stephen Rabil asked if the Town has approved anything with a minimum 5000 square foot lot for single family dwellings. Wensman noted the Town has approved much smaller, 3700 square foot lots in the East River subdivision. He added there were some 4200 square foot lots, but the majority were going to be 5000 or greater.

Mayor Andy Moore asked if there were any questions or comments from the audience on this matter.

Mark Laskowski of 1500 Stone Ridge Road, Sanford, NC, representing the developer, addressed the Council to explain the rationale behind the amended conditional rezoning request. He stated that the revised plan introduces five different product types, as opposed to the previous plan's two, to improve marketability and financial feasibility, particularly given the \$10 million in off-site water and sewer infrastructure required. Mr. Laskowski emphasized that the new plan reduces the overall density by removing over 600 units, including all apartments, which he described as a positive change for the community. He highlighted the assembly of a capable development team, including a third-party developer and builder partners, to ensure the project's success. Mr. Laskowski also noted the anticipated economic impact, estimating the project would create a \$500 million tax base for the Town of Smithfield and provide infrastructure improvements that could support future growth.

Paul Luck of Contender Development provided an overview of the planning and rationale behind the amended master plan for the Mallard Smithfield development. He explained that the development team reevaluated the previously approved plan and determined that a greater variety of housing types and price points would better serve the market and community. The revised plan reduces the total number of units, eliminates apartments, and introduces five distinct product types, including age-targeted homes and a mix of single-family and townhomes. Mr. Luck emphasized the inclusion of amenities such as clubhouses, pools, recreational areas, and trails, as well as the division of the community into traditional and age-targeted sections. He noted that the project will require significant off-site water and sewer infrastructure investment and is designed to be built out over approximately six years, with multiple site contractors working simultaneously. Mr. Luck highlighted the anticipated \$500 million build-out value and the positive economic and demographic impact for Smithfield, particularly by attracting retirees and providing a range of housing options. He concluded by affirming the development team's commitment to creating a high-quality, well-planned community that aligns with feedback from staff and council.

There was some discussion with the developer regarding the trail easement, privacy concerns thereof and the potential benefits.

Beth Blackman of Timmons Group addressed the Council to clarify that the proposed 20-foot-wide green strip for the trail easement is not ideal for an engaging trail design, as it would result in a straight, uninteresting path directly behind homes. She suggested that, in partnership with the adjacent solar farm property, there is potential in the future to create a more meandering and appealing trail alignment within the power line easement, emphasizing that the current easement is flexible and could be adjusted as opportunities arise.

The Board discussed feedback from the public for the project, with Wensman noting there was no negative feedback thus far. There was also discussion regarding turnaround time from approval to beginning construction, with Paul Luck noting the start of construction would be in 2026 near the founding of the Town's anniversary date.

Mayor Andy Moore asked if the developers would agree to make annexation a condition of approval, with Luck noting that they would agree to annexation.

Attorney Bob Spence asked if the neighboring solar farm would be given right-of-way access. The developer stated this was an already recorded easement. The Attorney also sought clarification for the location of sewer lines. Luck stated the plan is to install a pump station in the lower corner of the site, extend the line back to Mallard Road, and then run a force main up Brogden Road. From there, the line will connect to a service road paralleling I-95 (Whitley Road), continue approximately 1,500 feet, then bore under I-95 to reach Wal pat Road. He noted that there would be future meetings with the Town's Utility Director as the project progressed.

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

Councilman David Barbour made a motion seconded by Councilman John Dunn to approve Conditional Zoning Amendment (CZ-25-03) with the seven conditions, one being the added agreement to annexation, finding the petition consistent with the Town of Smithfield's Comprehensive Growth Management Plan and other adopted plans, and that the amendment is reasonable and in the public interest. Unanimously approved.

CITIZEN'S COMMENTS:

- Allison Boyd, residing at 311 Pine Street, addressed the Council to advocate for the prompt implementation of safety improvements on MLK Drive near the Sarah Yard Center and Eva Ennis Park. She emphasized the importance of these measures not only for children using the splash pad during the summer but also for students and residents who use the adjacent walking trail and school facilities throughout the year, urging the Council to proceed with the proposed safety plan as quickly as possible.

Mayor Andy Moore informed Ms. Boyd that this was the first business item on the Town's agenda for the night.

CONSENT AGENDA:

Councilman David Barbour made a motion, seconded by Councilman John Dunn, to approve the following items as listed on the Consent Agenda, as amended. Unanimously approved:

- 1. Approval of Minutes**
 - a. 5/19/2025 – Recessed Budget Session
 - b. 6/3/2025 – Regular Session
 - c. 6/3/2025 – Closed Session
- 2. Consideration and request for approval to Adopt Resolution No. 780 (19-2025) authorizing the disposition of certain surplus property and the auctioning of that property by the electronic service of GovDeals.com**

TOWN OF SMITHFIELD RESOLUTION NO. 780 (19-2025) AUTHORIZING THE SALE OF CERTAIN PERSONAL PROPERTY AT PUBLIC AUCTION

WHEREAS, the Town Council of the Town of Smithfield desires to dispose of certain surplus property of the Town in accordance with NC GS 160A-270; and

WHEREAS, the Town Council of the Town of Smithfield desires to utilize the auction services of a public electronic auction service.

NOW, THEREFORE, BE IT RESOLVED by the Town Council that:

1. The following described property is hereby declared to be surplus to the needs of the Town:

Dept.	Vin/Ser.#	Description
IT Dept	Various	1 Galaxy All in One PC
IT Dept	Various	10 PCs
IT Dept	Various	4 Laptops
IT Dept	Various	1 HP Printer/Scanner
IT Dept	Various	7 Network Switches
IT Dept	Various	7 Monitors
IT Dept	Various	9 Cisco Telephones
IT Dept	Various	2 Credit Card Processors
IT Dept	Various	Box of AC Power cords
PU – Water Plant	P1-3154445	Cummins Powered Generator
PU – Water Plant	1FDNF20L04ED45575	2004 Ford F250 Truck
PU – Water Sewer	OLY00000ENG01032	2005 Olympian Generator model G20F3
PU – Water Sewer	1FTBF2A63BEA91664	2011 Ford F250 Truck
PU – Water Sewer	A3900078	Scag Mower 61" STHM-23CV
PU – Water Sewer	OLY00000VNPT00299	2003 Olympian Standby-Generator
PU – Cust Svc	1FTYR10D99PA11052	2009 Ford Ranger Truck
PU – Cust Svc	1FTYR10U87PA96995	2007 Ford Ranger Truck
Planning Department	2B3KA43VX9H597267	2009 Dodge Charger Sedan
Police Department	1FM5K8AT9GGC73216	2016 Ford Explorer SUV

2. The Town Manager or his designee is authorized to receive, on behalf of the Town Council, bids via public electronic auction for the purchase of the described property.
3. The public electronic auction will be held beginning no earlier than August 15, 2025.
4. The Town Council further authorizes the disposal of Town surplus property by use of a public electronic auction system provided by GovDeals Inc. The property for sale can be viewed at **www.govdeals.com**. Citizens wanting to bid on property may do so at **www.govdeals.com**. The terms of the sale shall be: All items are sold as is, where is, with no express or implied warranties; All items will be sold for cash or certified check only; Payment must be received for all items sold before they may be removed from the premises; All items sold must be paid for and removed from the site of the sale within 5 business days of the sale, or they will be subject to resale.
5. The Town Clerk shall cause a notice of the public auction for surplus property to be noticed by electronic means in accordance with G.S. 160A-270(c), available on the Town of Smithfield website **www.smithfield-nc.com**.
6. The highest bid, if it complies with the terms of the sale, may be accepted by the Finance Director or his designee and the sale consummated.

Adopted this the 5th day of August, 2025.

M. Andy Moore, Mayor

ATTEST:

Elaine Andrews, Town Clerk

6. **Consideration and request for approval of Inter-local Agreement for Fire Service with Johnston County:** The Town Council is being asked to approve the Interlocal Agreement for Provision of Fire Protection Services is a contract between the Town of Smithfield and Johnston County to provide fire protection services within the Smithfield Fire District.
7. **Annexation Request (ANX-25-03): Heath Street #215 has submitted a petition for voluntary satellite annexation of 19 acres Johnston County Tax ID 15078009K to the Town of Smithfield:** The Town Council is asked to adopt Resolution No. 781 (20-2025) directing the Town Clerk to investigate the sufficiency of the annexation petition.

**TOWN OF SMITHFIELD
RESOLUTION NO. 781 (20-2025)
DIRECTING THE CLERK TO INVESTIGATE A PETITION
RECEIVED UNDER G.S. 160A-31**

WHEREAS, a petition requesting annexation of an area described in said petition was received on August 5, 2025 by the Smithfield Town Council; and

WHEREAS, G.S. 160A-31 provides that the sufficiency of the petition shall be investigated by the Town Clerk before further annexation proceedings may take place; and

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

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

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

Adopted this the 5th day of August, 2025

M. Andy Moore, Mayor

ATTEST:

Elaine Andrews, Town Clerk

8. **Special Event – Bulldog Harley Davidson Too Broke for Sturgis Event August 9, 2025:** The Council is being asked to allow Bulldog Harley-Davidson to hold Too Broke for Sturgis on August 9th, 2025.
9. **Special Event – Bulldog Harley Davidson Bike Night Event August 14, 2025:** The Council is being asked to allow Bulldog Harley-Davidson to hold Bike Night on August 14th, 2025.

- 10. Special Event – Bulldog Harley Davidson Rolling Arkansas Event August 16, 2025:** The Council is being asked to allow Bulldog Harley-Davidson to hold Rolling Arkansas on August 16th, 2025.
- 11. Special Event – Bulldog Harley Davidson Backroads and Backpacks Event August 23, 2025:** The Council is being asked to allow Bulldog Harley-Davidson to hold Backroads and Backpacks on August 23rd, 2025.
- 12. Special Event – Bulldog Harley Davidson Take a Spin August 30, 2025 Event:** The Council is being asked to allow Bulldog Harley-Davidson to hold Take a Spin on August 30th, 2025.
- 13. Special Event – Inner Shows Family Days Fall Festival Carnival Event September 12-21, 2025:** The Council is being asked to allow Inner Shows, Inc. to hold a Fall Carnival at Carolina Premium Outlets September 12th-21st 2025.
- 14. New Hire Report**
- 15. Consideration and request for approval for a school resource officer at West Smithfield Elementary School.**

Background

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

In addition, please find the following current vacancies:

<u>Position</u>	<u>Department</u>	<u>Budget Line</u>
Police Officer (1 position)	Police	10-20-5100-5100-0200
Police Officer – SRO	Police	10-20-5100-5100-0200
Fire Inspector	Fire	10-20-5300-5100-0200
Facility Maintenance Specialist	PW – Appearance	10-60-5500-5100-0200
Public Works Crew Leader (Streets)	PW – Streets	10-30-5600-5100-0200
Sanitation Worker (2)	PW – Sanitation	10-40-5800-5100-0200
Administrative Support Specialist	SRAC	10-60-5220-5100-0200
Water Plant Operator	PU- Water Plant	30-71-7200-5100-0200
Construction Inspector/Utility Line Locator	Public Utilities	30-71-7220-5100-0200
		31-72-7230-5100-0200

Action Requested

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

<u>Position</u>	<u>Department</u>	<u>Budget Line</u>	<u>Rate of Pay</u>
Asst. Aquatics Supervisor	SRAC	10-60-6220-5100-0200	\$27.80/hr. (\$57,824.00/yr.)
Utility Line Mechanic (2)	PU – Water/Sewer	30-71-7220-5100-0200	\$18.52/hr. (\$38,521.60/yr.)
PT- Collection Assistant	Finance	31-72-7230-5100-0200	\$19.28/hr.

BUSINESS ITEMS:

- 1. Consideration and request for approval of the Eva Ennis Splash Pad Pedestrian Safety Crossing Installation:** The Parks and Recreation Department and the Public Works Department are requesting consideration and approval to place speed humps and signage for improved safety on MLK, Jr. Dr. at the pedestrian crossing at the Eva Ennis Splash Pad.

Public Works Director Lawrence Davis presented a request for approval to install speed humps and solar-powered LED warning signs at the pedestrian crossing between Smith Collins Park and Eva Ennis Splash Pad, noting that the total project cost would not exceed \$7,000, which is within the allocated budget.

During discussion, Councilman David Barbour sought clarification on the difference between speed humps and speed bumps, with Mr. Davis and Town Manager Mike Scott explaining that the installation would be similar to existing speed humps in front of Smith Collins Park and would require vehicles to slow down significantly.

The Board also discussed the expected speed reduction and project timeline, with Mr. Davis indicating that installation could begin soon, pending delivery of the signs, and completion was estimated within 30 days once all materials were received.

Mayor Pro Tem Roger Wood made a motion, seconded by Councilman Stephen Rabil to approve the request as presented by Mr. Davis. The motion was approved unanimously.

- 2. Update for filling District One Seat Vacancy:** Announcement of Applicants and Meet and Greet Schedule

Town Manager Mike Scott introduced the agenda item regarding the process to fill the District One Councilmember seat vacancy, noting that three applications had been received.

Mayor Andy Moore announced the names of the applicants—Dr. Gettys Cohen Jr., Nariman Jeff Jaminia, and Felicia Baxter—and recognized each in attendance. The Mayor outlined the next steps, including a public meet and greet for the candidates scheduled for August 12th at 6:30 PM in the council chambers, encouraging all citizens to attend and participate. He emphasized that, while the seat represents District One, the selected councilmember will serve the interests of the entire town.

- 3. Consideration and request for approval of the Smithfield Police Department's grant application to the Governor's Highway Safety Program (GHSP) for the one officer traffic safety team:** The Smithfield Police Department is requesting to submit to the Governors Highway Safety Program (GHSP) for a grant to create a one-officer traffic safety team within the police department. This grant may allow the Town to receive assets and police officer time equal to \$494,000 at a three-year total cost to the Town of about \$135,000.

Police Chief Pete Hedrick presented a request for approval to apply for a three-year Governor's Highway Safety Program grant to fund a dedicated traffic safety officer position. Chief Hedrick explained that the grant would cover 100% of startup costs, including salary, vehicle, and equipment in the first year, with the town's share of salary costs increasing in subsequent years (85% covered in year one, 70% in year two, and 50% in year three). The officer's primary responsibility would be traffic enforcement and addressing constituent concerns about speeding and traffic safety, with flexibility to respond to emergencies as needed.

Board members asked for clarification on the grant's coverage, the officer's duties, and the cost breakdown compared to existing positions. Chief Hedrick confirmed that the position would be a fully sworn officer with full law enforcement authority.

Mayor Pro Tem Roger Wood made a motion, seconded by Councilman Sloan Stevens to approve the request as iterated by the Police Chief. The motion carried unanimously.

COUNCILMEMBER COMMENTS:

Councilman Sloan Stevens expressed appreciation to the sanitation crew for their reliable service, noting positive feedback from citizens who had returned to town and valued the consistent trash pickup.

Councilman David Barbour thanked citizens for reaching out to Council members with concerns and emphasized the importance of communication in addressing issues, acknowledging that while some matters are outside the town's control, staff responds promptly to those within their authority. Mayor Andy Moore echoed the importance of communication and responsiveness to citizen concerns.

TOWN MANGER'S REPORT:

Town Manager Mike Scott provided updates on several ongoing projects, including the completion of outlet center drive and third street repaving, as well as downtown sidewalk repairs, emphasizing the importance of communication with business owners regarding these improvements. He noted that additional street resurfacing projects are planned and that a list and timeline would be provided to the Council.

Public Utilities Director Ted Credle reported on the start of the sewer line rehabilitation project in the Rose Manor area, which is expected to last approximately six months, and thanked residents for their cooperation.

Town Manager Mike Scott asked Finance Director Andrew Harris to comment on the Town's preliminary year-end financial reports, indicating that the town's revenues exceeded expenditures by approximately \$3.2 million in the general fund.

Finance Director Andrew Harris reported a strong cash position, with approximately \$58 million in the bank, and confirmed that the use of fund balance for street resurfacing would not present any issues. He did note that some additional accruals and adjustments were still pending. The Council commended staff for their financial management.

Manager Scott reminded the public of the upcoming River Regatta event and noted that it may be rescheduled in the event of inclement weather. The meeting concluded with a motion to enter closed session pursuant to North Carolina General Statute 143-318.11(a)(3), (a)(5), and (a)(6).

CLOSED SESSION PURSUANT TO NCGS 143-318.11 (a)(5) and (a)(6) & (a)(3)

Councilman Stephen Rabil made a motion, seconded by Councilman John Dunn, to go into closed session at approximately 8:56 pm. Unanimously approved.

Councilman John Dunn made a motion, seconded by Mayor Pro Tem, Roger Wood to reconvene into open session at approximately 10:14pm. Unanimously approved.

Councilman David Barbour made a motion, seconded by Mayor Pro Tem Roger Wood to move 2 million dollars from the Town's Fund balance to Economic Development. Unanimously approved.

ADJOURN:

Councilman David Barbour made a motion, seconded by Councilman Stephen Rabil, to adjourn the meeting. Unanimously approved. The meeting adjourned at approximately 10:16 pm.

M. Andy Moore, Mayor

ATTEST:

Elaine Andrews, Town Clerk

DRAFT



Request for Town Council Action

Consent Agenda Item	Purchase of Work Truck
Date:	09/16/2025

Subject: Purchase of New Work Truck
Department: Public Works Department
Presented by: Public Works Director - Lawrence Davis
Presentation: Consent Agenda Item

Issue Statement

Authorize the purchase of one (1) 2026 Ford Super Duty XL Regular Cab four-wheel-drive truck through North Carolina State Contract #25-10A for the Street Division, to replace a 2003 Ford 4x4 currently used for snowplow operations.

North Carolina State Contract #25-10A provides competitive pricing for municipalities. The 2026 Ford Super Duty XL Regular Cab 4x4 truck meets operational needs and will be equipped for snowplow attachment.

Financial Impact

This purchase of the truck is within budget. As part of the approved budget for the present fiscal year (2025-2026), Total cost is \$43,870.96

Action Needed

Approve the order of the proposed work truck.

Recommendation

Staff recommends approval of the work truck from Deacon Jones Ford of Clinton.

Approved: ☒ Town Manager ☐ Town Attorney

Attachments:

1. Staff Report
2. Price quote
3. Approved Vendor List – North Carolina State Contract #25-10A



Staff Report

Consent Agenda Item	Purchase of Work Truck
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The Street Division utilizes a 2003 Ford 4x4 truck for snowplow purposes and general street maintenance. The vehicle has exceeded its useful service life, is experiencing frequent repairs, and is no longer cost-effective to maintain. To ensure reliable snow removal and year-round street maintenance operations, staff recommends replacing this unit.

Staff is asking Council to approve the work truck order.



Deacon Jones
AUTO GROUP FLEET SALES

Deacon Jones Ford of Clinton



2026 Ford F-250 Super Duty XL Pickup REGULAR CAB, 142" WB, 8.0' Bed

North Carolina Statewide Term Contract 2510A

TOWN OF SMITHFIELD

Contract Term Dates: Feb 01, 2024 - Jan 31, 2029

Standard Features

6.8 Liter, 2 Valve DEVCT NA PFI Gas V-8 Engine
TorqueShift-G 10 Speed Automatic Trans
2.5" Trailer Receiver Hitch with Trailer Wiring
Electronic Shift on the Fly 4wd Actuation on 4wd
Black Bumpers and Grill (Chrome Available)
Manual Telescoping, Power Glass Mirrors
17" Argent Painted Steel Wheels
Power Windows (1 touch up/down front row)
Single Zone Air Conditioning
SYNC 4, 8" LCD Screen, Apple Car Play
FordPass Connect
Black Vinyl Floor Covering

HD Vinyl 40-20-40 Front Seat
Rear View Camera in Center Stack
Remote Keyless Entry
Cruise Control
Spare Tire, Wheel, and Frame Mount W/Jack
Tow Hooks - 2 Front
Trailer Tow Package (7 Wire Harness, 7/4 pin connect)
Power Equipment Group (Windows, Locks, Tailgate)
TPMS Tire Pressure Monitoring
Stationary Elevated Idle Control (SEIC)
Battery: Gas-750CCA, Diesel-750CCA X2
Non Limited Slip rear axle standard

Drivetrain Configurations

6.8L Gas V-8	<input type="checkbox"/>	F2A-600A	F-250 Super Duty, 2WD Regular Cab, XL Trim, 8.0' Bed	\$ 41,825.79
Engine	<input checked="" type="checkbox"/>	F2B-600A	F-250 Super Duty, 4WD Regular Cab, XL Trim, 8.0' Bed	\$ 42,818.16

NC2510A Base Vehicle Configuration

Base Body Configuration

142	142" Wheel Base, 8.0' Pick Up Bed	Base
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Base Powertrain Configuration

99A	6.8L PFI V-8 Gas Engine	Base
44F	10 Speed Automatic Transmission	Base

Base Interior Configuration

Z1	Oxford White Color	Base
A	Vinyl 40/20/40 Seat	Base
S	Medium Earth Grey	Base

Base Package / Options

600A	XL Equipment Package	Base
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Code	Powertrain Options	MSRP	6% Disc
<input type="checkbox"/>	99A/44F 6.8L 2V DEVCT V-8 GAS/TORQSHIFT 10 SPEED	STD	STD
<input type="checkbox"/>	99T/44G 6.7L 4 Valve OHV Power Stroke® V8 Turbo Diesel B20	\$ 10,995	\$ 10,335.30
<input type="checkbox"/>	99M/44G 6.7L HIGH OUTPUT Power Stroke® V8 Turbo Diesel B20	\$ 13,495	\$ 12,685.30
<input type="checkbox"/>	99N/44F 7.3L 2V Gas DEVCT PFI NA V8 (with STX Package only F-250)	\$ 1,500	\$ 1,410.00

Code	Available Factory Options		MSRP	6% Disc
Note: All Options May Not Be Compatible. Submit Build Request For Final Build Confirmation.				
Seating Options				
<input checked="" type="checkbox"/>	AS	Vinyl 40/20/40 Front Bench Seat	STD	STD
<input type="checkbox"/>	LS	Vinyl 40/Console/40 Front Seat	\$ 355	\$ 333.70
<input type="checkbox"/>	1S	Cloth 40/20/40 Front Bench Seat	\$ 100	\$ 94.00
<input type="checkbox"/>	4S	Cloth 40/Console/40 Front Seat	\$ 515	\$ 484.10
Interior Options				
<input checked="" type="checkbox"/>	43C	120V/400W Outlet (Requires 40/20/40 Seating)	\$ 175	\$ 164.50
<input type="checkbox"/>	52S	Interior Work Surface (Requires 40/20/40 Seating)	\$ 140	\$ 131.60
<input type="checkbox"/>	76S	Remote Start System	\$ 250	\$ 235.00
<input type="checkbox"/>	66S	Upfitter Switches (Includes 67D Alternator Upgrade)	\$ 230	\$ 216.20
<input type="checkbox"/>	67D	190 AMP Alternator Upgrade	N/C	N/C
Exterior Options				
<input checked="" type="checkbox"/>	18B	Black Running Boards	\$ 320	\$ 300.80
<input checked="" type="checkbox"/>	153	Front License Plate Bracket	N/C	N/C
<input checked="" type="checkbox"/>	85S	Spray In Bedliner	\$ 625	\$ 587.50
<input type="checkbox"/>	592	LED Roof Mounted Clearance Lights	\$ 95	\$ 89.30
<input type="checkbox"/>	85G	Tailgate Step	\$ 375	\$ 352.50
<input type="checkbox"/>	435/924	Power Sliding Rear Glass with Privacy Glass & Defroster	\$ 954	\$ 896.76
<input type="checkbox"/>	76C	Back Up Alarm	\$ 230	\$ 216.20
Functional				
<input type="checkbox"/>	41H	Engine Block Heater (Includes Grill Cover)	\$ 190	\$ 178.60
<input type="checkbox"/>	43K	Pro Power Onboard (Requires 86M)	\$ 985	\$ 925.90
<input type="checkbox"/>	86M	Dual Batteries (Included with Powerstroke) Req 67B or 43K	\$ 210	\$ 197.40
<input type="checkbox"/>	52B	Integrated Trailer Brake Controller	\$ 300	\$ 282.00
<input type="checkbox"/>	66L	LED Bed Lighting (Includes LED 3rd Brake Light)	\$ 60	\$ 56.40
<input type="checkbox"/>	53W	5th Wheel/Gooseneck Prep Kit (See NOTE)	\$ 650	\$ 611.00
Tires				
<input checked="" type="checkbox"/>	64A	17" Argent Painted Steel with Center Caps	STD	STD
<input checked="" type="checkbox"/>	TD8	LT245/75RX17E BSW A/S - ALL SEASON TIRES	STD	STD
<input type="checkbox"/>	TBM	LT245/75RX17E BSW A/T - ALL TERRAIN TIRES	\$ 165	\$ 155.10
Packages				
<input type="checkbox"/>	96V	XL Chrome Package	\$ 325	\$ 305.50
<input type="checkbox"/>	17Z	XL Off Road Package (SRW Only, N/A with STX)	\$ 995	\$ 935.30
<input type="checkbox"/>	X3H	3:31 Electronic Locking Rear Axle (Req with FX-4 Package)	\$ 430	\$ 404.20
<input type="checkbox"/>	17X	FX-4 Off Road Package (4wd Only, Req Lock Diff, AT Tires)	\$ 550	\$ 517.00
STX Appearance Package				
<input type="checkbox"/>	17S	STX Appearance Package	\$ 3,115	\$ 2,928.10
OPTIONS BELOW AVAILABLE ONLY WITH STX PACKAGE				
<input type="checkbox"/>	99N/44F	7.3L 2V DEVCT NA PFI V8 Gas/TorqShift® 10SPEED	\$ 1,500	\$ 1,410.00
<input type="checkbox"/>	1S	REQUIRES SEAT 1S: 40-20-40 BENCH CLOTH	N/C	N/C

Code		Additional Options	
<input type="checkbox"/>	CM 98/78	CM Service Body for 8' Bed Delete Pickup (Includes Bed Delete)	\$ 10,294.99
<input type="checkbox"/>	Bedliner	Spray in Bedliner for Service Body Cargo Area, Box Tops, Tailgate	\$ 1,475.00
<input type="checkbox"/>	Amber	2 Amber LED Front/2 Amber LED Rear, constant hot cab switch	\$ 777.60
<input type="checkbox"/>	Rocker	Amber Rocker Panel Lighting (x2)	\$ 1,175.04
<input type="checkbox"/>	Barlight	23" Amber Barlight w/ Acari 3rd Brakelight mount	\$ 1,234.08
<input type="checkbox"/>			

Code		Standard Colors	Quantity
<input type="checkbox"/>	UM	Agate Black	
<input type="checkbox"/>	E9	Argon Blue	
<input type="checkbox"/>	M7	Carbonized Grey	
<input type="checkbox"/>	Z1	Oxford White	1.00
<input type="checkbox"/>	PQ	Race Red	
97			Quantity Here

Total Price Per Vehicle: \$ 43,870.96

Number Units This Spec: 1.00

Total this Order: \$ 43,870.96

Notes & Instructions:

Quote Date: 8/5/2025

8/26/2025

stocking order 9487

Note: Ford Super Duty ordering Matrix is extremely complicated with multiple configuration requirements. Please submit this form back to Performance so we build this vehicle in the Ford order system to confirm compatibility and availability

Agency Information:

Agency Name: TOWN OF SMITHFIELD

Contact: LAWRENCE DAVIS

Position: DIRECTOR

Address 1:

Address 2:

City, State, Zip:

Office Phone:

Cell Phone: 919-464-5742

Email:

Quoting Salesperson:

Name: Wanda Matthews

Phone: 910-988-9286

Email:



Deacon Jones



Ford / Chrysler of Clinton



North Carolina Sheriffs' Association
NCSA Vehicle & Motorcycle Procurement Program
2024-2025 Awarded Dealers

(Effective October 2nd, 2024 - October 1, 2025)

Awarded Dealers	Contact Name	Address	City	State	Zip Code	E-Mail Address	Office	Mobile	Fax
Capital Chevrolet Inc	Rod Mitchell	9820 Capital Blvd	Wake Forest	NC	27587	rod.mitchell@capitalchevroletnc.com	(919) 573-8530	(919) 291-8172	
Capital Chevrolet Inc	Jeri-Lynn Baxter	9820 Capital Blvd	Wake Forest	NC	27587	jerilynn.baxter@capitalchevroletnc.com	(919) 834-2908	(252) 204-9637	
Capital Ford Inc	Jennifer Romano	4900 Capital Blvd	Raleigh	NC	27616	jromano@capitalford.com	(919) 790-4648	(919) 524-5232	(919) 871-6917
Capital Ford Inc	Eric Mountain	4900 Capital Blvd	Raleigh	NC	27616	eric.mountain@capitalcommercialtrucks.com	(919) 790-4648		(919) 871-6917
Capital Ford Inc	Greg Ford	4900 Capital Blvd	Raleigh	NC	27616	greg.ford@capitalcommercialtrucks.com	(919) 790-4728	(919) 418-3077	
Deacon Jones CDJR of Clinton	Wanda Matthews	607 Warsaw Road	Clinton	NC	28328	wmatthews@deaconfleet.com	(910) 592-5337	(910) 988-9286	(910) 592-5008
Deacon Jones Ford of Clinton	Wanda Matthews	607 Warsaw Road	Clinton	NC	28328	wmatthews@deaconfleet.com	(910) 592-5337	(910) 988-9286	(910) 592-5008
Ilderton Dodge Chrysler Jeep Ram	Catherine Martin	701 S Main Street	High Point	NC	27260	cmartin@ilderton.com	(336) 822-8702	(704) 301-3027	(336) 887-4043
Ilderton Dodge Chrysler Jeep Ram	Kim Tuttle	701 S Main Street	High Point	NC	27260	ktuttle@ilderton.com	(336) 822-8704		(336) 887-4043
Jeff Gordon Chevrolet	Sean Doherty	228 S College Road	Wilmington	NC	28403	sean.doherty@hendrickauto.com	(910) 218-2044	(336) 314-4424	(910) 350-1380
Jeff Gordon Chevrolet	Ryan Stimmel	228 S College Road	Wilmington	NC	28403	ryan.stimmel@hendrickauto.com	(910) 791-2647	(828) 850-9847	(910) 350-1380
Lake Norman CDJR	Steven Plowman	20700 Torrence Chapel Road	Cornelius	NC	28031	splowman@parksautogroup.com		(704) 791-3824	
MERCEDES BENZ OF DURHAM	Brian Fleming	110 Kentington Drive	Durham	NC	27713	brian.fleming@hendrickauto.com	(919) 354-7766	(919) 593-4106	(919) 354-7452
Modern Chevrolet LLC	Randy Andrews	5955 University Parkway	Winston Salem	NC	27105	randrews@modernauto.com	(336) 722-4191 x11103		(336) 531-0048
Modern Chevrolet LLC	Chip Absher	5955 University Parkway	Winston Salem	NC	27105	absherchip@gmail.com	(336) 722-4191 x11133	(828) 221-8081	(336) 531-0048
Modern Chevrolet LLC	Joe Joy	5955 University Parkway	Winston Salem	NC	27105	jjoy@modernauto.com	(336) 722-4191 x11104	(336) 880-5899	(336) 531-0048
Modern Nissan of Winston Salem	Joe Joy	5795 University Parkway	Winston Salem	NC	27105	jjoy@modernauto.com	(336) 767-8260	(336) 880-5899	
Modern Toyota Scion	Rodney Vorwald	3178 Peters Creek Parkway	Winston Salem	NC	27127	rvorwald@modernauto.com	(336) 785-3100 x12153	(336) 669-8934	(336) 785-8468
Modern Toyota Scion	Nancy Smith	3178 Peters Creek Parkway	Winston Salem	NC	27127	nsmith@modernauto.com	(336) 785-3100	(336) 972-1093	
Park Chevrolet	Rick Nash	615 Hwy 66 South	Kernersville	NC	27284	rnash@parksautogroup.com	(704) 361-4852	(704) 361-4852	
Parks Ford	Jeff Williams	601 Duncan Hill Road	Hendersonville	NC	28792	jeffwilliams@parksautogroup.com	(828) 693-4281 x6253	(828) 279-4933	
Parks Ford	Adam Milner	601 Duncan Hill Road	Hendersonville	NC	28792	amilner@parksautogroup.com	(828) 693-4281 x6254	(828) 458-1904	
Piedmont Truck Center	Spencer Wood	412 South Regional Road	Greensboro	NC	27409	srwood@piedmonttruckcenter.com	(336) 668-2401	(336) 668-2239	(336) 668-2494
Tesla, Inc.	Mac Dunmire	1 Tesla Road	Austin	TX	78725	mdunmire@tesla.com	(240) 821-3055	(240) 821-3055	
Tesla, Inc.	Chris Ross	1 Tesla Road	Austin	TX	78725	christoross@tesla.com		(510) 364-4502	
Toyota of Greensboro	Andy Slaughter	2630 Battleground Ave	Greensboro	NC	27408	aslaughter@toyotaofgreensboro.com	(336) 288-1190	(336) 583-5846	
Toyota of Greensboro	Mary Rice	2630 Battleground Ave	Greensboro	NC	27408	mary@toyotaofgreensboro.com	(336) 288-1190	(910) 398-2206	



Request for Town Council Action

Consent Agenda Item	Award of Contract
Date:	09/16/2025

Subject: Award of Contract for Grass Cutting at the Town Water Plant
Department: Public Utilities Department
Presented by: Public Utilities Director - Ted Credle
Presentation: Consent Agenda Item

Issue Statement

To perform grass cutting services at the Town Water Plant, the water plant superintendent sent informal bids to various local lawn care services. The Town received three such bids and evaluated the bids based on a variety of factors: relevant work experience, familiarity with the Town, professional references, past performance with the Town, relevant licensure/certifications, qualifications (if applicable), potential conflicts of interest, adequate staffing & workload, and cost. The low bid contractor has been submitted to Council for approval.

Financial Impact

The funds (\$15,300.00) to pay for these services were budgeted as part of the approved FY2025-2026 budget (30-71-7200-5300-4501).

Action Needed

Approve the proposed consultant (Lane Landscaping), as recommended by staff.

Recommendation

Staff recommends the approval of Lane Landscaping as the low bid consultant.

Approved: ☒ Town Manager ☐ Town Attorney

Attachments:

1. Staff Report
2. Submitted Bids



Staff Report

Consent Agenda Item	Award of Contract
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The Town desires to hire a contractor to mow the lawn around the water plant, the reservoir, and at the elevated tanks around Town. The Water Plant superintendent sent out bids to local mowing companies and received three bids. The selected contractor is the lowest bid.

Staff is asking Council to approve the proposed contractor, to perform the mowing service, in the amount of \$15,300.00, in accordance with services listed in the submitted proposal.



PROPOSAL FORM

The Town of Smithfield invites your proposal to provide Grounds Maintenance Services for the Town Water Plant (including the Reservoir and Water Tanks) in the Town of Smithfield. Proposals will be received until 2:00 p.m., on August 1, 2025 in the Utilities Department, Town of Smithfield Operations Center, 230 Hospital Road, Smithfield, North Carolina 27577.

In accordance with the attached instructions, terms, conditions, and Scope of Services we submit the following proposal to the Town of Smithfield.

ITEM NO. 1

This item shall include labor, materials, supervision, equipment, transportation, appliances, and materials to perform all operations required for janitorial cleaning services, as specified in the Section 4.0 "Work Requirements" (above).

Item No.	Description	Units	Estimated Quantity	Proposed Rate (per month)
1	Ground Maintenance Services	per	Monthly billing	\$ <u>3,250.00</u>

I certify that the contents of this proposal are known to no one outside the firm, and to the best of my knowledge all requirements have been complied with.

Date: 7-23-25

Authorized Signature:

Name Britt Sinclair, Britt Sinclair

Title Owner

Firm Name Lawnworx NC, LLC

Address 112 Elton Ln. Benson NC 27504

Address _____

Telephone (919) 610-8342

E-mail Lawnworxnc@yahoo.com



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Item No.	Description	Units	Estimated Quantity	Proposed Rate (per month)
1	Ground Maintenance Services	per	Monthly billing	\$ <u>1700</u>

I certify that the contents of this proposal are known to no one outside the firm, and to the best of my knowledge all requirements have been complied with.

Date: 7/31/2025

Authorized Signature:

Name

Mark Lane

Title

owner

Firm Name

Lane Landscaping

Address

2108 Werton Grove Road

Address

Smithfield NC 27577

Telephone

919-669-3615

E-mail

MarkFL12@Aol.com



PROPOSAL FORM

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Item No.	Description	Units	Estimated Quantity	Proposed Rate (per month)
1	Ground Maintenance Services	per	Monthly billing	\$ <u>3,000</u>

I certify that the contents of this proposal are known to no one outside the firm, and to the best of my knowledge all requirements have been complied with.

Date: 7/29/25

Authorized Signature:

Name: Terry Jones Sr.

Title: Owner Operator

Firm Name: TJ's Yard Maintenance

Address: 2426 Timber Drive Site 320

Address: Garner, NC 27529

Telephone: 984 379-3116

E-mail: terryjonesym@gmail.com



Request for Town Council Action

Consent Agenda Item Date:	Grant Project Ordinance 09/16/2025
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Subject: West Smithfield Sanitary Sewer Improvements Project
(EDA# 04-79-07713)

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, which gives authority to Town Management to expend grant funds to execute the West Smithfield Sanitary Sewer Improvements Project.

Financial Impact

The grant project ordinance allows the Town to expend granted funds, and future costs will be a matching portion of \$1,095,880.

Action Needed

Town Council approval is required for grant project ordinances, according to the grant policies of the North Carolina Department of Environmental Quality. Town Council approval is required for the West Smithfield Sanitary Sewer Improvements Grant Project Ordinance.

Recommendation

Staff recommends Town Council approve the attached Grant Project Ordinance No. GP-04-2025

Approved: ☒ Town Manager ☐ Town Attorney

Attachments:

1. Staff Report
2. Grant Project Ordinance for the West Smithfield Sanitary Sewer Improvements project.



Staff Report

Consent Agenda Item	Grant Project Ordinance
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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 \$2,700,000 for this grant.

Fund balance appropriation of \$1,095,880 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 \$3,795,880.

**Grant Project Ordinance for the West Smithfield Sanitary Sewer improvements Project
(Project EDA# 04-79-07713)**

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 U.S. Department of Commerce Economic Development Act (EDA). The project authorized is the construction of sanitary sewer infrastructure to be financed by federal grants and reserves. These funds may be used for the following categories of expenditures, to the extent authorized by state law.

1. This project will construct a 24" gravity sewer pipe outfall to replace and aged and undersized outfall in the Rose Manor area of West Smithfield. This outfall is being improved to accommodate the population growth of the area and the anticipated increase in sewer flow.

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

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

Construction costs	<u>\$ 3,795,880</u>
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SECTION 4: The following revenues are anticipated to be available to complete the project:

US Department of Commerce	
Economic Development Agency	\$ 2,700,000
Fund balance appropriated	<u>1,095,880</u>
Total revenues	<u>\$ 3,795,880</u>

SECTION 5: The Town intends to complete the project in accordance with the Drinking Water / Wastewater State Reserve, Session Law (S.L.) 2023-134. The Town's scope of work is a complete and concise scope of goods or services supported by this agreement and consistent with language in S.L. 2023-134. The Town agrees to use the funds in the amounts allocated for the budget cost items set forth in the Town's budget.

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 September 16, 2025, and expires when all the NCDEQ funds have been obligated and expended by the Town, whichever occurs sooner.

M. Andy Moore, Mayor

ATTEST:

Elaine Andrews, Town Clerk



Request for Town Council Action

**Consent
Agenda
Item** **Application
for
Temporary
Use Permit**
Date: 09/16/2025

Subject: The Church of Jesus Christ of Latter-Day Saints

Department: Planning Department

Presented by: Planning Director – Stephen Wensman

Presentation: Consent Agenda Item

Issue Statement

The Council is being asked to allow The Church of Jesus Christ of Latter-Day Saints to hold a Community Carnival on September 27th, 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. Map of area



Staff Report

Consent Agenda Item	Application for Temporary Use Permit
------------------------------------	---

The Church of Jesus Christ of Latter-Day Saints has requested to hold a free community carnival at 303 Canterbury Rd on September 27th, 2025 from 11:00 am to 1:00 pm. They will have carnival games and free food available. Over 100 people are expected to attend and a DJ will play music from 11:00 am to 1:00 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 DS
- ☐ 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) _____

Community Carnival
Name of Event

303 Canterbury Rd, Smithfield, NC
Location of Event/Use (exact street address)

APPLICANT:

Name Caleb Walker
Address 22 E Little Sunshine Brk, Smithfield
Phone number 801-745-5870
Email address caleb.walker.92@gmail.com
Event date 9/27/25

PROPERTY OWNER:

Name _____
Address _____
Phone number _____
Email address _____

Event start and end time 11am - 1pm
Event set up and clean up time 9am - 3pm
Sound Amplification Type DS
Sound Amplification Start and End Times 11am - 1pm

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) NA (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: _____
(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. NA

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

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

The Church of Jesus Christ of Latter-day Saints - Smithfield
congregation offers a free event to the public where
children's carnival games and free refreshments will be
provided. Indoor/Outdoor

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.

Caleb Walker Caleb Walker 8/28/25
Applicant's Name (Print) Signature Date

Town Planning Director Signature: [Signature] Date: 8-28-25

OWNERS AUTHORIZATION

I hereby give CONSENT to Caleb Walker (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) The Church of Jesus Christ of Latter Day Saints

Address 303 Canterbury Road Smithfield, NC *Zip* 27577

Phone Number (919) 830-9516 *Email* tcarey6686@aol.com

Signature: Tyler Carey

Digitally signed by Tyler Carey
DN: cn=Tyler Carey, o, ou, email=tcarey6686@aol.com,
c=US
Date: 2025.08.28 15:46:31 -04'00'

Date: 8/28/2025

OWNER'S CONSENT FORM

Name of Event: Smithfield Ward Community Carnival

Submittal Date: 8/28/2025

OWNERS AUTHORIZATION

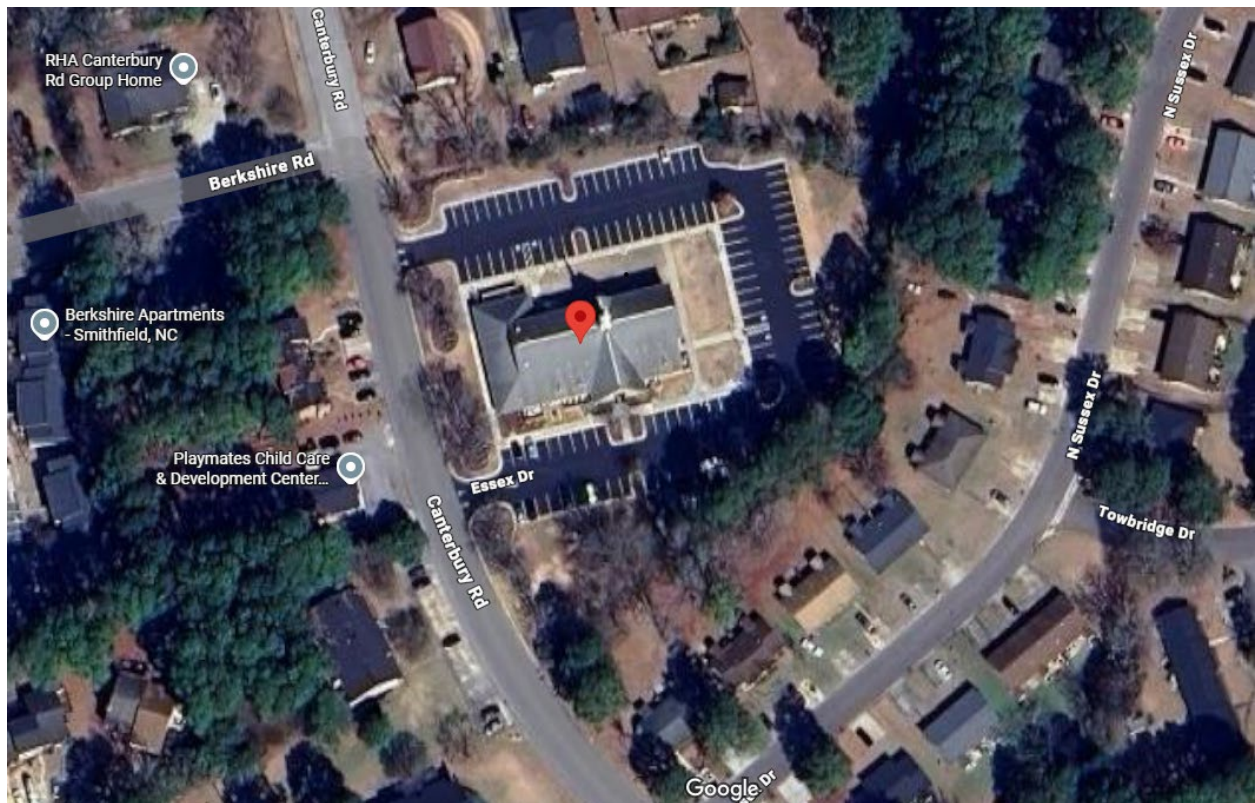
I hereby give CONSENT to Caleb Walker (type, stamp or print clearly full name of agent) to act on my behalf, to submit or have submitted this application and all required material and documents, and to attend and represent me at all meetings and public hearings pertaining to the application(s) indicated 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.

Tyler Carey
Signature of Owner

Tyler Carey
Print Name

8/28/2025
Date





Request for Town Council Action

**Consent
Agenda
Item** **Application
for
Temporary
Use Permit**
Date: 09/16/2025

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 Ride into Fall on October 4th, 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. Bulldog Harley Davidson Area Map



Staff Report

Consent Agenda Item	Application for Temporary Use Permit
------------------------------------	---

Bulldog Harley-Davidson is requesting to hold Ride into Fall at 1043 Outlet Center Drive on October 4th, 2025. This event will run from 11:00 am-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.



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) _____

RIDE INTO FALL

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 OCT 4th

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)

Event start and end time 11 - 4 PM

Will food or goods be sold? Y or N

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

Sound Amplification Type BAND

Sound Amplification Start and End Times 12 - 3 PM

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

Tasty Turkey Que

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

FLASH TATTOOS, live music

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

8 | 22 | 25

Date _____

Town Planning Director Signature:

Joseph Wern

Date: _____

8/25/25

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@bulldogharleydavidson.com
Signature: [Signature] Date: 8/21/25

OWNER'S CONSENT FORM

Name of Event: RIDE INTO FALL Submittal Date: 8/22/25

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

Carson Baker
Print Name

8/21/25
Date

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

PERMIT

TRANSITIONAL PERMIT

Date: 10/03/2023

Name of Establishment: The Tasty Turkey Que
Location Address: 1530 WOODFIELD CREEK DR
City: WAKE FOREST State: NC Zip: 27587
Billing Name: The Tasty Turkey Que, LLC
Billing Address: 2411 E Milbrook RD 106
City: Raleigh State: NC Zip: 27604
Email Address: thetastyturkeyque@gmail.com
Phone: (919) 437-3251 Fax: _____

Permittee: The Tasty Turkey Que, LLC
Manager/Person in Charge: Katina Perry
County: WAKE
Status Code: I T K
Establishment ID: 04092030648
Map #: _____ Parcel ID: 0296518
Lat. _____ Long. _____
Emergency Phone Number: _____

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

Wastewater System:	Municipal/Community	On-Site System	Capacity _____	Category #	0	1	2
Water Supply:	Municipal/Community	On-Site Supply			3	4	
Pushcart/Mobile Food Unit operating in conjunction with:		Catering Concepts			/ 04092021781		
Restaurant or Commissary Name and ID Number							

Conditions/Remarks:

No major menu or equipment changes without prior approval from Wake County Environmental Services. On days you operate, the MFU must report at least once to the commissary for supplies, cleaning, and servicing. All food must be cut, trimmed, and prepared for cooking in the commissary then placed in the MFU so that it is ready to cook. Canned and bottled beverages only. Store raw meat separate from and below any fruit, vegetables, or any cooked, or ready to eat food. Any bulk cooling must be done in the commissary refrigerators. Hot food must be held hot at 135F or hotter and cold food must be 41F or colder during transport and service.

ATTACHMENTS**Transitional Permit Conditions**

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

Received By: K Perry Title: Owner Date: 10/03/2023
Manager/Person in Charge
Signed: [Signature] RS#: 2670 Date: 10/03/2023
Division of Environmental Health

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



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
12/02/2024

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 BIBERK P.O. Box 113247 Stamford, CT 06911	CONTACT NAME:		
	PHONE (A/C, No, Ext): 844-472-0967	FAX (A/C, No): 203-654-3613	
	E-MAIL ADDRESS: customerservice@biBERK.com		
	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: Berkshire Hathaway Direct Insurance Company		10391
INSURED The Tasty Turkey-Que 1530 Woodfield Creek Dr Apt 105 Wake Forest, NC 27587-4758	INSURER B:		
	INSURER C:		
	INSURER D:		
	INSURER E:		
	INSURER F:		

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.

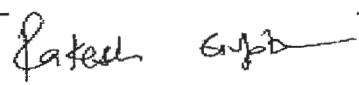
INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY			N9BP469764	11/19/2024	11/19/2025	EACH OCCURRENCE \$ 2,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000
							MED EXP (Any one person) \$ 5,000
							PERSONAL & ADV INJURY \$ Included
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$ 4,000,000
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						PRODUCTS - COMP/OP AGG \$ 4,000,000
	<input checked="" type="checkbox"/> OTHER:						\$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> OWNED AUTOS ONLY	<input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS ONLY	<input type="checkbox"/> NON-OWNED AUTOS ONLY					PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/>	<input type="checkbox"/>					\$
	UMBRELLA LIAB	<input type="checkbox"/> OCCUR					EACH OCCURRENCE \$
	EXCESS LIAB	<input type="checkbox"/> CLAIMS-MADE					AGGREGATE \$
	DED	RETENTION \$					\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N	N/A				E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$
	Professional Liability (Errors & Omissions): Claims-Made						E.L. DISEASE - POLICY LIMIT \$
							Per Occurrence/Aggregate

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

NC State Fair is listed as additional insured as it pertains to general liability.

CERTIFICATE HOLDER

CANCELLATION

The Tasty Turkey-Que 1530 Woodfield Creek Dr Apt 105 Wake Forest, NC 27587	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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CERTIFICATE OF PROPERTY INSURANCE

DATE (MM/DD/YYYY)
12/02/2024

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.

PRODUCER BIBERK P.O. Box 113247 Stamford, CT 06911	CONTACT NAME: PHONE (A/C, No, Ext): (844) 472-0967 E-MAIL ADDRESS: salesupport@biberk.com PRODUCER CUSTOMER ID: INSURER(S) AFFORDING COVERAGE INSURER A: Berkshire Hathaway Direct Insurance Compai INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	FAX (A/C, No): (203) 654-3613 NAIC # 722320
--	---	--

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

LOCATION OF PREMISES / DESCRIPTION OF PROPERTY (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Location: 1530 Woodfield Creek Dr Apt 105Wake Forest, NC 27587-4758
Bldg #001: Catering Services - 1103901

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	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	COVERED PROPERTY	LIMITS
<input checked="" type="checkbox"/>	PROPERTY	N9BP469764	11/19/2024	11/19/2025	BUILDING	\$ 0
	CAUSES OF LOSS				PERSONAL PROPERTY	\$ 0
	BASIC				BUSINESS INCOME	\$ 0
	BROAD				EXTRA EXPENSE	\$ *
<input checked="" type="checkbox"/>	SPECIAL				RENTAL VALUE	\$
	EARTHQUAKE				BLANKET BUILDING	\$ n/a
	WIND				BLANKET PERS PROP	\$ n/a
	FLOOD				BLANKET BLDG & PP	\$ n/a
						\$
						\$
	INLAND MARINE	TYPE OF POLICY				\$
	CAUSES OF LOSS	POLICY NUMBER				\$
	NAMED PERILS					\$
						\$
						\$
	CRIME					\$
	TYPE OF POLICY					\$
						\$
	BOILER & MACHINERY / EQUIPMENT BREAKDOWN					\$
						\$
						\$

SPECIAL CONDITIONS / OTHER COVERAGES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

* Business Income & Extra Expense is a combined limit on this policy.

CERTIFICATE HOLDER

CANCELLATION

The Tasty Turkey-Que
1530 Woodfield Creek Dr Apt 105
Wake Forest, NC 27587

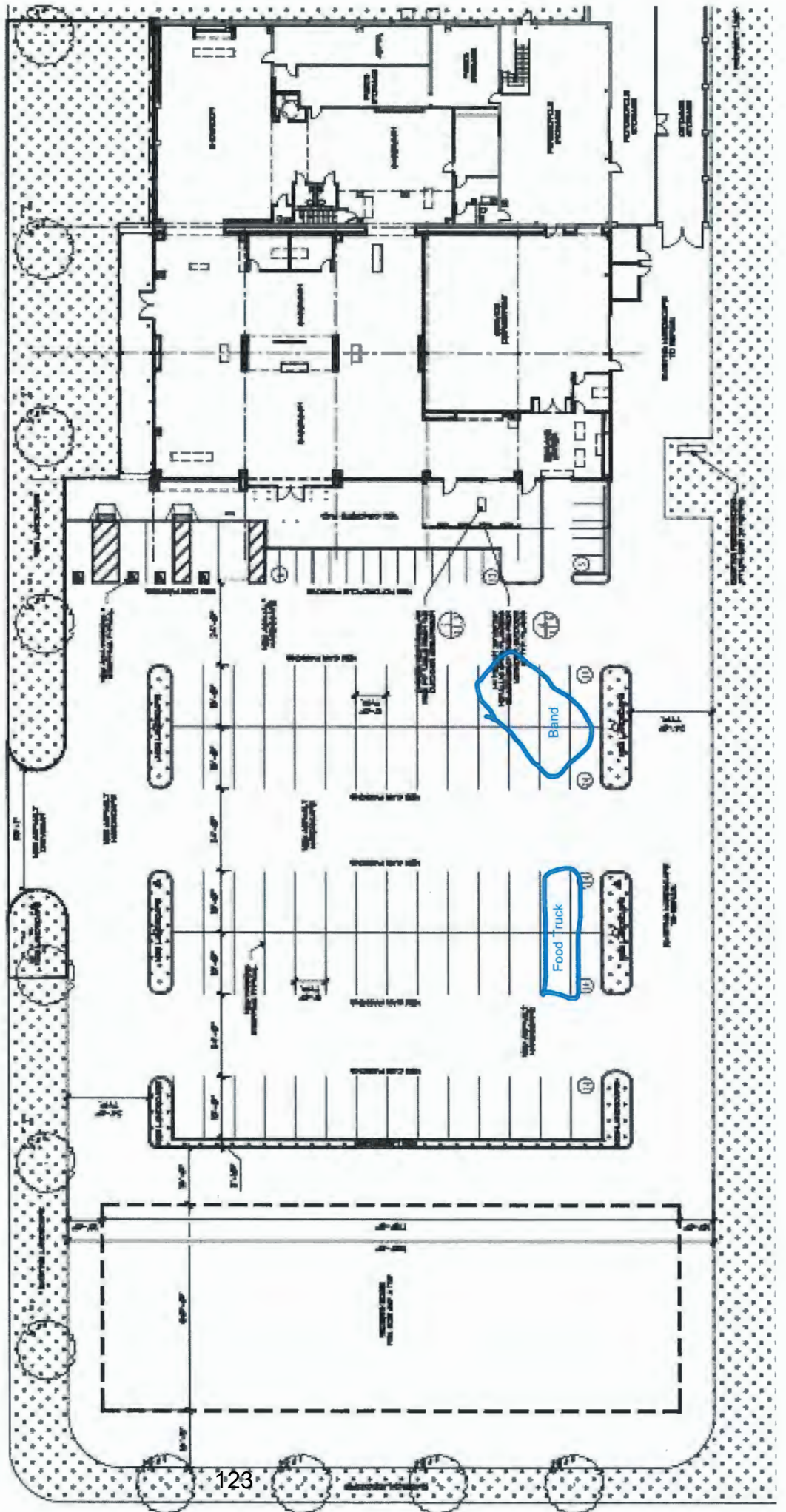
SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

[Signature]

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Bulldog H-D Event Map





Request for Town Council Action

Consent Agenda Item	Application for Temporary Use Permit
Date:	09/16/2025

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 Bikers, Brews and BBQ on October 11th, 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 Bikers, Brews and BBQ at 1043 Outlet Center Drive on October 11th, 2025. This event will run from 11:00 am-4:00 pm. Birdman 919 food truck will be on-site to sell food. Two beers will be given away to customers age 21 and older.



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) _____

Biker, Brews & BBQ

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 Oct 11th

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 11AM - 4PM

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

Sound Amplification Type ~~PA~~ N/A

Sound Amplification Start and End Times 12:00

Food Trucks (if applicable) 1 **Birdman 919**
(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.)

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: 8/21/25

OWNER'S CONSENT FORM

Name of Event: Bikes, Brews + BBQ Submittal Date: 8/22/25

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] 127 Carsen Baker 8/21/25
Signature of Owner Print Name Date

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

[Signature]

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

Signature _____

8/22/25

Date _____

Town Planning Director Signature:

Joseph Wen

Date:

8/25/20



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
07/30/2025

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 Next First Insurance Agency, Inc. PO Box 60787 Palo Alto, CA 94306	CONTACT NAME: PHONE (A/C No. Ext): (855) 222-5919 FAX (A/C No.): E-MAIL ADDRESS: support@nextinsurance.com														
INSURED Tha BirdMan 919 LLC 15 N Whitaker St Franklinton, NC 27525	<table border="1"><thead><tr><th>INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr></thead><tbody><tr><td>INSURER A: Next Insurance US Company</td><td>16285</td></tr><tr><td>INSURER B:</td><td></td></tr><tr><td>INSURER C:</td><td></td></tr><tr><td>INSURER D:</td><td></td></tr><tr><td>INSURER E:</td><td></td></tr><tr><td>INSURER F:</td><td></td></tr></tbody></table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Next Insurance US Company	16285	INSURER B:		INSURER C:		INSURER D:		INSURER E:		INSURER F:	
INSURER(S) AFFORDING COVERAGE	NAIC #														
INSURER A: Next Insurance US Company	16285														
INSURER B:															
INSURER C:															
INSURER D:															
INSURER E:															
INSURER F:															

COVERAGES

CERTIFICATE NUMBER: 150812412

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 CERTIFICATION 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 <input type="checkbox"/> OTHER:	X		NXT34PP3CJ-01-GL	04/15/2025	04/15/2026	EACH OCCURRENCE \$1,000,000.00
	DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000.00						
	MED EXP (Any one person) \$15,000.00						
	PERSONAL & ADV INJURY \$1,000,000.00						
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:						GENERAL AGGREGATE \$2,000,000.00
	<input type="checkbox"/> OTHER:						PRODUCTS - COMP/OP AGG \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> BODILY INJURY (Per person) \$						BODILY INJURY (Per accident) \$
	<input type="checkbox"/> PROPERTY DAMAGE (Per accident) \$						\$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR						EACH OCCURRENCE \$
	<input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE						AGGREGATE \$
	<input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		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)

The Certificate Holder is Bulldog Harley-Davidson. This Certificate Holder is an Additional Insured on the General Liability policy per the Additional Insured Automatic Status Endorsement. All Certificate Holder privileges apply only if required by written agreement between the Certificate Holder and the insured, and are subject to policy terms and conditions.

CERTIFICATE HOLDER

Bulldog Harley-Davidson
1043 Outlet Center Dr
Smithfield, NC 27577

LIVE CERTIFICATE



[Click or scan to view](#)

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: THA BIRDMAN 919

Establishment ID: 4039030127

Location Address: 203 CENTRAL AVE

City: BUTNER State: North Carolina

Zip: 27509 County: 39 Granville

Permittee: ROBERT BANKS

Telephone: (919) 579-0481

☒ Inspection ☐ Re-Inspection ☐ Educational Visit

Wastewater System:

☒ Municipal/Community ☐ On-Site System

Water Supply:

☒ Municipal/Community ☐ On-Site Supply

Date: 06/24/2025

Status Code: A

Time In: 10:50 AM

Time Out: 11:45 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 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 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"/> 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"/> 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"/> 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
Program DHHS is an equal opportunity employer.

Page 1 of Food Establishment Inspection Report, 12/2023



Establishment Name: <u>THA BIRDMAN 919</u>	Establishment ID: <u>4039030127</u>
Location Address: <u>203 CENTRAL AVE</u>	<input checked="" type="checkbox"/> Inspection <input type="checkbox"/> Re-Inspection Date: <u>06/24/2025</u>
City: <u>BUTNER</u> State: <u>NC</u>	<input type="checkbox"/> Educational Visit Status Code: <u>A</u>
County: <u>39 Granville</u> Zip: <u>27509</u>	Comment Addendum Attached? <input type="checkbox"/> Category #: <u>II</u>
Wastewater System: <input checked="" type="checkbox"/> Municipal/Community <input type="checkbox"/> On-Site System	Email 1: <u>thabirdman919@gmail.com</u>
Water Supply: <input checked="" type="checkbox"/> Municipal/Community <input type="checkbox"/> On-Site System	Email 2:
Permittee: <u>ROBERT BANKS</u>	Email 3:
Telephone: <u>(919) 579-0481</u>	

[illegible]

Authorize final report to
be received via Email:



Request for Town Council Action

**Consent
Agenda
Item** **Application
for
Temporary
Use Permit**
Date: 09/16/2025

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 Parts and Gear Event on October 18th, 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 Parts and Gear Event at 1043 Outlet Center Drive on October 18th, 2025. This event will run from 11:00 am-4:00 pm. Cartel Tacos 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) _____

PARTS + GEAR

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 OCT 18th

Event start and end time _____

Event set up and clean up time _____

Sound Amplification Type BAND

Sound Amplification Start and End Times 12-3

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

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

Cartel 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.)

OWNERS AUTHORIZATION

I hereby give CONSENT to Billy 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 919-933-1592 Email CFB@bulldogharleydavidson.com
Signature: [Signature] Date: 8/21/25

OWNER'S CONSENT FORM

Name of Event: PARTS & GEAR Submittal Date: 8/22/25

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

136 Carson Baker
Print Name

8/21/25
Date

Food Establishment Inspection Report

Score: 96

Establishment Name: CARTEL TACOS (WCID #1068)

Establishment ID: 4092030720

Location Address: 3325 ROGERS RD

City: WAKE FOREST State: North Carolina

Zip: 27587 County: 92 Wake

Permittee: SPANGLISH RESTAURANT GROUP LLC

Telephone: (919) 215-7499

☒ Inspection ☐ Re-Inspection ☐ Educational Visit

Wastewater System:

☒ Municipal/Community ☐ On-Site System

Water Supply:

☒ Municipal/Community ☐ On-Site Supply

Date: 03/26/2025

Status Code: A

Time In: 12:20 PM

Time Out: 1:45 PM

Category#: III

FDA Establishment Type: Fast Food Restaurant

No. of Risk Factor/Intervention Violations: 4

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"/> IN <input type="checkbox"/> OUT <input type="checkbox"/> N/A	Procedures for responding to vomiting & diarrheal events	1	0.5	X
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"/> NO	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 <input type="checkbox"/> NO	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 <input type="checkbox"/> NO	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"/> NO	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"/> NO	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"/> NO	Proper cooling time & temperatures	3	1.5	0
21	<input checked="" type="checkbox"/> IN <input type="checkbox"/> OUT <input type="checkbox"/> N/A <input type="checkbox"/> NO	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"/> NO	Proper cold holding temperatures	3	1.5	0
23	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A <input type="checkbox"/> NO	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"/> NO	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"/> IN <input type="checkbox"/> OUT <input type="checkbox"/> N/A	Toxic substances properly identified stored & used	2	X	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"/> 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"/> 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 <input type="checkbox"/> NO	Plant 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 <input type="checkbox"/> NO	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"/> IN <input type="checkbox"/> OUT <input type="checkbox"/> N/A	Personal cleanliness	1	0.5	X
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"/> 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	X
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"/> IN <input type="checkbox"/> OUT <input type="checkbox"/> N/A	Plumbing installed; proper backflow devices	2	1	X
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:					4



Establishment Name:	CARTEL TACOS (WCID #1068)	Establishment ID:	4092030720
Location Address:	3325 ROGERS RD	<input checked="" type="checkbox"/> Inspection	<input type="checkbox"/> Re-Inspection
City:	WAKE FOREST	Date:	03/26/2025
County:	92 Wake	<input type="checkbox"/> Educational Visit	Status Code:
Zip:	27587	Comment Addendum Attached?	<input checked="" type="checkbox"/> III
Wastewater System:	<input checked="" type="checkbox"/> Municipal/Community <input type="checkbox"/> On-Site System	Email 1:	carteltacosnc@gmail.com
Water Supply:	<input checked="" type="checkbox"/> Municipal/Community <input type="checkbox"/> On-Site System	Email 2:	
Permittee:	SPANGLISH RESTAURANT GROUP LLC	Email 3:	carteltacosnc@gmail.com
Telephone:	(919) 215-7499		

[illegible]



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
02/26/2025

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 Next First Insurance Agency, Inc. PO Box 60787 Palo Alto, CA 94306	CONTACT NAME:	
	PHONE (A/C No. Ext): (855) 222-5919	FAX (A/C No.):
INSURED SPANGLISH RESTAURANT GROUP LLC 8514 Bratt Ave Wake Forest, NC 27587	E-MAIL ADDRESS: support@nextinsurance.com	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A: Next Insurance US Company	
	INSURER B:	
	INSURER C:	
	INSURER D:	
INSURER E:		
INSURER F:		

COVERAGES **CERTIFICATE NUMBER:** 695392736 **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		NXTRDR4J7X-00-GL	02/26/2025	02/26/2026	EACH OCCURRENCE	\$1,000,000.00
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR					DAMAGE TO RENTED PREMISES (Ea occurrence)	\$100,000.00
						MED EXP (Any one person)	\$15,000.00
						PERSONAL & ADV INJURY	\$1,000,000.00
						GENERAL AGGREGATE	\$2,000,000.00
						PRODUCTS - COMP/OP AGG	\$2,000,000.00
							\$
							\$
							\$
							\$
	GEN'L AGGREGATE LIMIT APPLIES PER:						
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						
	OTHER:						
	AUTOMOBILE LIABILITY						
	<input type="checkbox"/> ANY AUTO					COMBINED SINGLE LIMIT (Ea accident)	\$
	<input type="checkbox"/> OWNED AUTOS ONLY	<input type="checkbox"/> SCHEDULED AUTOS				BODILY INJURY (Per person)	\$
	<input type="checkbox"/> HIRED AUTOS ONLY	<input type="checkbox"/> NON-OWNED AUTOS ONLY				BODILY INJURY (Per accident)	\$
						PROPERTY DAMAGE (Per accident)	\$
							\$
	UMBRELLA LIAB	<input type="checkbox"/> OCCUR				EACH OCCURRENCE	\$
	EXCESS LIAB	<input type="checkbox"/> CLAIMS-MADE				AGGREGATE	\$
	DED	RETENTION \$					\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	<input type="checkbox"/> Y/N				<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> N/A				E.L. EACH ACCIDENT	\$
	If yes, describe under DESCRIPTION OF OPERATIONS below					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)

Proof of Insurance.

CERTIFICATE HOLDER SPANGLISH RESTAURANT GROUP LLC 8514 Bratt Ave Wake Forest, NC 27587	LIVE CERTIFICATE  Click or scan to view	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:	09/16/2025

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 TourPak and Treat Event on October 25th, 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 TourPak and Treat Event at 1043 Outlet Center Drive on October 25th, 2025. This event will run from 11:00 am-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. 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) _____

<u>TRUCKS & TOWNSHIP & TREAT</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 Oct 25th

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-4
Sound Amplification Type BAND
Sound Amplification Start and End Times 12-3

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

Gents Bounty BBQ

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 919 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

live music

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 Michelle Winn 8/22/25
Applicant's Name (Print) Signature Date

Town Planning Director Signature: [Signature] Date: 8/25/25

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 consen@bulldoghardleydavis.com
Signature: [Signature] Date: 8/21/25

OWNER'S CONSENT FORM

Name of Event: TOUR PACK TREAT Submittal Date: 8/22/25

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

Chris Baker
Print Name

8/21/25
Date

Food Establishment Inspection Report

Score: 100

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: 04/04/2025

Status Code: A

Time In: 4:45 PM

Time Out: 5:15 PM

Category#: III

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 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"/> 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"/> 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"/> 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

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 Date: <u>04/04/2025</u>
City: <u>GOLDSBORO</u> State: <u>NC</u>	<input type="checkbox"/> Educational Visit Status Code: <u>A</u>
County: <u>96 Wayne</u> Zip: <u>27530</u>	Comment Addendum Attached? <input type="checkbox"/> Category #: <u>III</u>
Wastewater System: <input checked="" type="checkbox"/> Municipal/Community <input type="checkbox"/> On-Site System	Email 1: <u>gentsbountybbq@gmail.com</u>
Water Supply: <input checked="" type="checkbox"/> Municipal/Community <input type="checkbox"/> On-Site System	Email 2: _____
Permittee: <u>WILLIAM VANSKIKE</u>	Email 3: _____
Telephone: <u>(919) 750-2812</u>	

[illegible]




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.

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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 ADDRESS: brian.allen.vaahil@statefarm.com	
INSURED GENTS BOUNTY BBQ LLC 718 BUCK SWAMP RD GOLDSBORO NC 275308037		INSURER(S) AFFORDING COVERAGE INSURER A: State Farm Fire and Casualty Company NAIC # 25143 INSURER B: State Farm Mutual Automobile Insurance Company 25178 INSURER C: INSURER D: INSURER E: INSURER F:	

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 GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:	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 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	<input type="checkbox"/> 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) \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	<input type="checkbox"/> 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 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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1001486 2005 155279 205 01-19-2023



Request for Town Council Action

**Consent
Agenda
Item** **Application
for
Temporary
Use Permit**
Date: 09/16/2025

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 End of Season Bike Night on October 30th, 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

**Consent
Agenda
Item** **Application
for**



Staff Report

**Temporary
Use Permit**

Bulldog Harley-Davidson is requesting to hold End of the Season Bike Night at 1043 Outlet Center Drive on October 30th, 2025. This event will run from 5:00 pm to 8:00 pm. Dalat Streets of Vietnam 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 5:00 pm to 8:00 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.

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- ☐ 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) _____

End of the Season

Name of Event Bike Night

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 Oct 30th

Event start and end time 5pm - 8pm
Event set up and clean up time 3pm - 8pm
Sound Amplification Type Speaker
Sound Amplification Start and End Times 5-8pm

Food Trucks (if applicable) 1

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

Dalat Streets of Vietnam
(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 PIO 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: 8/21/25

OWNER'S CONSENT FORM

Name of Event: END OF SEASON Bike Submittal Date: 8/22/25
night

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

8/21/25
Date



CERTIFICATE OF PROPERTY INSURANCE

DATE (MM/DD/YYYY)

05/28/2025

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.

PRODUCER Hiscox Inc. 5 Concourse Parkway Suite 2150 Atlanta GA, 30328	CONTACT NAME: PHONE (A/C No. Ext): 844-357-0403 FAX (A/C No): E-MAIL ADDRESS: contact@hiscox.com PRODUCER CUSTOMER ID:														
INSURED Dalat-Streets of Vietnam, LLC 1845 Huntley Way Burlington, NC 27215	<table><tr><th>INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td>INSURER A: Hiscox Insurance Company Inc.</td><td>10200</td></tr><tr><td>INSURER B:</td><td></td></tr><tr><td>INSURER C:</td><td></td></tr><tr><td>INSURER D:</td><td></td></tr><tr><td>INSURER E:</td><td></td></tr><tr><td>INSURER F:</td><td></td></tr></table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Hiscox Insurance Company Inc.	10200	INSURER B:		INSURER C:		INSURER D:		INSURER E:		INSURER F:	
INSURER(S) AFFORDING COVERAGE	NAIC #														
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INSURER B:															
INSURER C:															
INSURER D:															
INSURER E:															
INSURER F:															

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

LOCATION OF PREMISES / DESCRIPTION OF PROPERTY (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

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		POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	COVERED PROPERTY		LIMITS
A	<input type="checkbox"/>	PROPERTY	P104.972.557.1	05/28/2025	05/28/2026	<input checked="" type="checkbox"/>	BUILDING	\$
	<input type="checkbox"/>	CAUSES OF LOSS				<input checked="" type="checkbox"/>	PERSONAL PROPERTY	\$ \$ 5,000
	<input type="checkbox"/>	BASIC				<input type="checkbox"/>	BUSINESS INCOME	\$
	<input type="checkbox"/>	BROAD				<input type="checkbox"/>	EXTRA EXPENSE	\$
	<input checked="" type="checkbox"/>	SPECIAL				<input type="checkbox"/>	RENTAL VALUE	\$
	<input type="checkbox"/>	EARTHQUAKE				<input type="checkbox"/>	BLANKET BUILDING	\$
	<input type="checkbox"/>	WIND				<input type="checkbox"/>	BLANKET PERS PROP	\$
	<input type="checkbox"/>	FLOOD				<input type="checkbox"/>	BLANKET BLDG & PP	\$
	<input type="checkbox"/>					<input type="checkbox"/>		\$
	<input type="checkbox"/>					<input type="checkbox"/>		\$
	<input type="checkbox"/>	INLAND MARINE	TYPE OF POLICY			<input type="checkbox"/>		\$
	<input type="checkbox"/>	CAUSES OF LOSS				<input type="checkbox"/>		\$
	<input type="checkbox"/>	NAMED PERILS	POLICY NUMBER			<input type="checkbox"/>		\$
	<input type="checkbox"/>					<input type="checkbox"/>		\$
	<input type="checkbox"/>	CRIME				<input type="checkbox"/>		\$
	<input type="checkbox"/>	TYPE OF POLICY				<input type="checkbox"/>		\$
	<input type="checkbox"/>					<input type="checkbox"/>		\$
	<input type="checkbox"/>	BOILER & MACHINERY / EQUIPMENT BREAKDOWN				<input type="checkbox"/>		\$
	<input type="checkbox"/>					<input type="checkbox"/>		\$
	<input type="checkbox"/>					<input type="checkbox"/>		\$
	<input type="checkbox"/>					<input type="checkbox"/>		\$

SPECIAL CONDITIONS / OTHER COVERAGES (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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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

05/28/2025

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):																					
INSURED Dalat-Streets of Vietnam, LLC 1845 Huntley Way Burlington, NC 27215	<table><tr><th colspan="2">INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td>INSURER A:</td><td>Hiscox Insurance Company Inc</td><td>10200</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></table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A:	Hiscox Insurance Company Inc	10200	INSURER B:			INSURER C:			INSURER D:			INSURER E:			INSURER F:		
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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 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 <input type="checkbox"/> OTHER:			P104.972.557.1	05/28/2025	05/28/2026	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				
	<input type="checkbox"/> 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						GENERAL AGGREGATE \$ 2,000,000
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						PRODUCTS - COMP/OP AGG \$ 2,000,000
	<input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						COMBINED SINGLE LIMIT (Ea accident) \$
							BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							EACH OCCURRENCE \$
							AGGREGATE \$
							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

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Food Establishment Inspection Report

Score: 97

Establishment Name: DALAT- STREETS OF VIETNAM

Establishment ID: 3001030241

Location Address: 268 E FRONT ST

City: BURLINGTON State: North Carolina

Zip: 27215 County: 1 Alamance

Permittee: DALAT-STREETS OF VIETNAM LLC

Telephone: (678) 770-2684

☒ Inspection ☐ Re-Inspection ☐ Educational Visit

Wastewater System:

☒ Municipal/Community ☐ On-Site System

Water Supply:

☒ Municipal/Community ☐ On-Site Supply

Date: 05/20/2025

Status Code: A

Time In: 1:00 PM

Time Out: 3:45 PM

Category#: II

FDA Establishment Type:

No. of Risk Factor/Intervention Violations: 6

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 type="checkbox"/> IN <input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A	Certified Food Protection Manager	1	<input checked="" type="checkbox"/>	
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 type="checkbox"/> IN <input checked="" type="checkbox"/> OUT	Proper eating, tasting, drinking or tobacco use	1	<input checked="" type="checkbox"/>	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 type="checkbox"/> IN <input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A <input type="checkbox"/> NO	No bare hand contact with RTE foods or pre-approved alternate procedure properly followed	4	2	<input checked="" type="checkbox"/> X
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	Food obtained from approved source	2	1	0
12	<input type="checkbox"/> IN <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 type="checkbox"/> IN <input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A <input type="checkbox"/> NO	Required records available: shellstock tags, parasite destruction	2	1	0
Protection from Contamination .2653, .2654					
15	<input type="checkbox"/> IN <input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A <input type="checkbox"/> NO	Food separated & protected	3	1.5	<input checked="" type="checkbox"/> X
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 <input type="checkbox"/> N/A <input type="checkbox"/> NO	Proper cooking time & temperatures	3	1.5	0
19	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A <input type="checkbox"/> NO	Proper reheating procedures for hot holding	3	1.5	0
20	<input type="checkbox"/> IN <input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A <input type="checkbox"/> NO	Proper cooling time & temperatures	3	1.5	0
21	<input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A <input type="checkbox"/> NO	Proper hot holding temperatures	3	1.5	0
22	<input type="checkbox"/> IN <input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A <input type="checkbox"/> NO	Proper cold holding temperatures	3	1.5	<input checked="" type="checkbox"/> X
23	<input type="checkbox"/> IN <input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A <input type="checkbox"/> NO	Proper date marking & disposition	3	1.5	<input checked="" type="checkbox"/> X
24	<input type="checkbox"/> IN <input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A <input type="checkbox"/> NO	Time as a Public Health Control; procedures & records	3	1.5	0
Consumer Advisory .2653					
25	<input type="checkbox"/> IN <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 type="checkbox"/> IN <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 type="checkbox"/> IN <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 type="checkbox"/> IN <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 type="checkbox"/> IN <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	Water and ice from approved source	2	1	0
32	<input type="checkbox"/> IN <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	Proper cooling methods used; adequate equipment for temperature control	1	0.5	0
34	<input type="checkbox"/> IN <input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A <input type="checkbox"/> NO	Plant food properly cooked for hot holding	1	0.5	0
35	<input type="checkbox"/> IN <input checked="" type="checkbox"/> OUT <input type="checkbox"/> N/A <input type="checkbox"/> NO	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	<input checked="" type="checkbox"/> X
Prevention of Food Contamination .2652, .2653, .2654, .2656, .2657					
38	<input type="checkbox"/> IN <input checked="" type="checkbox"/> OUT	Insects & rodents not present; no unauthorized animals	2	<input checked="" type="checkbox"/> X	0
39	<input checked="" type="checkbox"/> OUT	Contamination prevented during food preparation, storage & display	2	1	0
40	<input type="checkbox"/> IN <input checked="" type="checkbox"/> OUT	Personal cleanliness	1	<input checked="" type="checkbox"/>	0
41	<input checked="" type="checkbox"/> OUT	Wiping cloths: properly used & stored	1	0.5	0
42	<input type="checkbox"/> IN <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	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 type="checkbox"/> IN <input checked="" type="checkbox"/> OUT	Single-use & single-service articles: properly stored & used	1	<input checked="" type="checkbox"/>	0
46	<input checked="" type="checkbox"/> OUT	Gloves used properly	1	0.5	0
Utensils and Equipment .2653, .2654, .2663					
47	<input type="checkbox"/> IN <input checked="" type="checkbox"/> OUT	Equipment, food & non-food contact surfaces approved, cleanable, properly designed, constructed & used	1	<input checked="" type="checkbox"/>	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 <input type="checkbox"/> 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 type="checkbox"/> IN <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	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:					3



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



Comment Addendum to Food Establishment Inspection Report

Establishment Name: DALAT- STREETS OF VIETNAM
 Location Address: 268 E FRONT ST
 City: BURLINGTON State: NC
 County: 1 Alamance Zip: 27215
 Wastewater System: ☒ Municipal/Community ☐ On-Site System
 Water Supply: ☒ Municipal/Community ☐ On-Site System
 Permittee: DALAT-STREETS OF VIETNAM LLC
 Telephone: (678) 770-2684


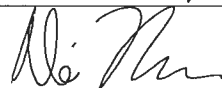
Establishment ID: 3001030241
☒ Inspection ☐ Re-Inspection Date: 05/20/2025
☐ Educational Visit Status Code: A
 Comment Addendum Attached? ☒ Category #: II
 Email 1: SEIM.KEVIN@GMAIL.COM
 Email 2:
 Email 3:

Temperature Observations

Item/Location	Temp	Item/Location	Temp	Item/Location	Temp
pork/final cook	172				
rice/hot holding	154				
sauce/counter	115				
sauce/reheat	173				
sauce/hot holding	160				
shrimp/prep unit	65				
cut lettuce/prep unit	40				
cut tomato/prep unit	40				
noodles/counter	63				
shrimp/final cook	153				
spring roll/final cook	192				
water/3 comp	127				
chicken wing/one door cooler	40				
cooked shrimp/one door cooler	39				
raw beef/one door cooler	39				
fried rice/one door cooler	40				
chicken wing/one door cooler	39				

Person in Charge (Print & Sign): Kevin
 Regulatory Authority (Print & Sign): Ali

First Last
 Seim
 First Last
 Nance

REHS ID: 3281 - Nance, Ali Verification Dates: Priority: Priority Foundation: Core:
 REHS Contact Phone Number: (336) 570-6367 Authorize final report to be received via Email: _____



North Carolina Department of Health & Human Services

Page 2 of _____
 Division of Public Health • Environmental Health Section • Food Protection Program
 DHHS is an equal opportunity employer.
 Food Establishment Inspection Report, 12/2023





Request for Town Council Action

Consent Agenda Item	T-Mobile Renewal
Date:	09/16/2025

Subject: T-Mobile – Cell Tower Lease Renewal
Department: General Government
Presented by: Assistant Town Manager - Kimberly Pickett
Presentation: Consent Agenda Item

Issue Statement

T-Mobile Contract is to expire on July 27, 2026; they reached out for an amendment of contract to renew the terms.

Financial Impact

Starting July 2026, this contract will begin with an annual amount of \$46,001.51 with a 3% annual increase.

Action Needed

Approval or Denial of the lease amendment

Recommendation

Staff recommends approval of the amendment

Approved: ☒ Town Manager ☐ Town Attorney

Attachments:

1. Staff Report
2. Amendment 1
3. Original Contract



Staff Report

**Consent T-Mobile
Agenda Renewal
Item**

July 28, 2004, the town of Smithfield and T-Mobile entered into an agreement for T-Mobile to place their equipment on our cell tower located at 110 S. 5th St for a term of 84 months (7 years) starting at \$24,000 annually – made in monthly installments – with a 3% annual increase. This contract had 3 renewal periods of 60 months each with the end term July 2026.

In August, T-Mobile reached out to start the process of renewing their agreement. Amendment 1 of this contract includes the extension of the contract to July 2031 (an additional 60 months), with an additional 4 renewal periods of 60 months each. This would extend this contract to June 2052. If at any point the Town does not want to engage in one of the renewal periods, we have to give a 90-day written notice to the company to cancel the contract.

Estimated Annual Financial impact at renewal dates:

FY 2027 - \$46,001.51

FY 2032 - \$53,329.30

FY 2037 - \$61,821.66

FY 2042 - \$71,645.40

FY 2047 - \$83,056.68

FY 2052 - \$96,285.48

FIRST AMENDMENT TO SITE AGREEMENT

This First Amendment to Site Agreement (“**Amendment**”) is made effective the _____ day of _____, by and between SprintCom, LLC., a Kansas corporation (“**Tenant**”), and Town of Smithfield, a Municipal Corporation (“**Landlord**”), Tenant and Landlord are collectively referred to herein as the “Parties.”

RECITALS

WHEREAS, The Parties entered into that certain Site Agreement dated July 28, 2004 (the “Agreement”), with respect to Premises located at 110 S. 5th Street, Smithfield, NC 27577. The terms and conditions of the Agreement are incorporated herein by this reference, and capitalized terms used in this Amendment shall have the same meanings such terms are given in the Agreement. The Parties now wish to further amend the Agreement as set forth below.

AGREEMENT

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. The foregoing Recitals are expressly made a part of this Amendment and are incorporated herein by this reference. All capitalized terms used but not defined herein shall have the same meaning as in the Agreement.
2. The term of the Agreement is hereby extended to midnight on July 27, 2031 (the “**Current Term**”), and Tenant shall have the right to extend this Agreement for four (4) additional five-year terms (each, a “**Renewal Term**”), respectively, on the same terms and conditions as set forth in the Agreement except as amended. The Agreement shall automatically renew for each Renewal Term unless Tenant notifies Landlord, in writing, of Tenant's intention not to renew the Agreement at least thirty (30) days prior to the expiration of the immediately preceding Current Term or Renewal Term. If Tenant shall remain in possession of the Premises at the expiration of this Agreement without a written agreement, such tenancy shall be deemed a month-to-month tenancy under the same terms and conditions of the Agreement, as amended.
3. The current rent shall escalate on July 27, 2026, to \$3,832.21 per month, according to the terms and conditions of the Lease Agreement. All other terms and conditions of the Lease Agreement shall remain in full force and effect.
4. Tenant's addresses for notice purposes in section 6 of the Agreement are hereby deleted and replaced with the following:

T-Mobile USA, Inc.
12920 SE 38th Street
Bellevue, WA 98006
Attn: Lease Compliance/Site No. 5RD0373A

5. Each person signing this Amendment on behalf of Landlord or Tenant represents that he or she is duly authorized to sign this Amendment and to bind the Party on behalf of which such person is signing. If there is a conflict between the Agreement and this Amendment, this Amendment shall prevail.

6. Landlord warrants and represents that the consent or approval of no third party, including, without limitation, a lender, is required with respect to Landlord's execution of this First Amendment, or if any such third-party consent or approval is required, Landlord has obtained any and all such consents or approvals.

7. The Agreement remains in full force and effect as amended by this Amendment and is hereby ratified and confirmed by the Parties.

8. This Amendment may be executed in any number of counterparts, each of which shall be deemed original, but all of which together shall constitute a single instrument. Signed facsimile and electronic copies of this Amendment shall legally bind the parties to the same extent as original documents.

IN WITNESS WHEREOF, the Parties hereto have caused this Amendment to be executed by their duly authorized representatives as of the date first written above.

Landlord:

Town of Smithfield, a Municipal corporation

Tenant:

SprintCom, LLC., a Kansas corporation

By: _____

Name: _____

Title: _____

By: _____

Name: _____

Title: _____



SITE AGREEMENT

Site Name: Town of Smithfield Tower

Sprint PCS Site ID #: RA60XC518C

1. Premises and Use. Owner leases to SprintCom, Inc., a Kansas Corporation ("Sprint PCS"), the site described below:

Land consisting of approximately 207 square feet upon which Sprint PCS will construct its base station equipment; Tower space between the 146 foot and 154 foot level on the tower for attachment of antennas;

as well as space required for cable runs to connect its equipment and antennas in the location(s) shown on **Exhibit A**, attached hereto, together with non-exclusive easements for reasonable access thereto, for placement of an underground grounding system, and for access to the appropriate source of electric and telephone facilities, in the discretion of Sprint PCS (the "Site"). The Site will be used by Sprint PCS for the purpose of installing, removing, replacing, modifying, maintaining and operating, at its expense, communications service facilities, including, without limitation, antenna and base station equipment, cable, wiring, back-up power sources (including generators and fuel storage tanks), related fixtures and, if applicable to the Site, an antenna support structure (the "Facilities"). Sprint PCS will use the Site in a manner which will not unreasonably disturb the occupancy of Owner's other tenants, if any. Sprint PCS will have unrestricted access to the Site 24 hours per day, 7 days per week.

2. Term. The term of this Agreement (the "Initial Term") is 7 years, commencing on the date that both Owner and Sprint PCS have executed this Agreement ("Lease Commencement Date"). This Agreement will be automatically renewed for 3 additional terms of 5 years each (each a "Renewal Term"), unless Sprint PCS provides Owner, or Owner provides Sprint PCS with notice of its intention not to renew not less than 90 days prior to the expiration of the Initial Term or any Renewal Term.

3. Rent. Until the date which is 60 days after the issuance of a building permit, or if no building permit is required, the date that is 60 days after the date Sprint PCS commences installation of the Facilities at the Site ("Rent Commencement Date"), rent will be a one-time aggregate payment of \$100, the receipt of which Owner acknowledges. Thereafter, rent will be paid in advance in equal monthly installments of \$2,000.00 (until increased as set forth herein), partial months to be prorated. Rent for each year of the Term, commencing with the second year, will be increased by three percent (3%) over the rent paid during the prior year. Notwithstanding anything contained in this Section, Sprint PCS' obligation to pay rent is contingent upon Sprint PCS' receipt of a W-9 form setting forth the tax identification number of Owner or of the person or entity to whom rent checks are to be made payable as directed in writing by Owner.

4. Title and Quiet Possession. Owner represents and warrants to Sprint PCS and further agrees that: (a) it is the owner of the Site; (b) it has the right to enter into this Agreement; (c) the person signing this Agreement has the authority to sign; (d) Sprint PCS is entitled to non-exclusive access the Site at all times and to the quiet possession of the Site throughout the Initial Term and each Renewal Term so long as Sprint PCS is not in default beyond the expiration of any cure period.

5. Assignment/Subletting. Owner shall have the right to freely assign, encumber, sell, lease, or otherwise enter into transactions involving the Property and to assign Owner's rights and obligations under this Agreement. Upon any conveyance of the Property (or any portion of the Property) Site and assignment by Owner of this Agreement, Owner shall be and is hereby entirely released from a liability under any and all of its covenants and obligations contained in or derived from this Agreement, and Sprint PCS agrees to attorn to any transferee individual or entity purchasing or otherwise acquiring Owner's interest in the Site.

5.1 **Sprint PCS shall not in any way assign this Agreement, license all or any portion of the Site, or otherwise transfer (each such event individually constituting a "Transfer") without the prior written consent of Owner, which consent Owner shall not unreasonably withhold; provided, however, that Owner shall have the right (in Owner's sole and absolute discretion) to deny its consent to any attempt by Sprint PCS to divide, sublicense, apportion, or otherwise piggyback or collocate any additional users on the Site or other license areas. For purposes of this Section 5, the term "Transfer" shall not be deemed to include changes in control of Sprint PCS and/ or Sprint PCS's parent entity. If Owner consents to any Transfer, that consent shall not constitute a waiver of any of the restrictions of this Section 5 and the same shall apply to each successive proposed Transfer related to this Agreement. Sprint PCS shall promptly provide Owner with all reasonably requested information regarding the Transfer, including background and reasonable financial information on the proposed transferee. In no event shall Owner's consent to a Transfer affect the continuing primary liability of the original Sprint PCSs under this Agreement. Any Transfer in violation of the terms of this Section 5 shall constitute a breach of this Agreement.

Parkway, Mailstop KSOPHT0101-Z2020, Overland Park, Kansas 66251-2020, Attn.: Sprint PCS Real Estate Attorney. Notices to Owner must be sent certified mail to the Town Manager at P.O. Box 761, Smithfield, NC 27577.

7. Improvements. Sprint PCS may, at its expense, make improvements on the Site as it deems necessary or desirable from time to time for the operation of the Facilities. Owner agrees to cooperate with Sprint PCS with respect to obtaining any required zoning or other governmental approvals for the Site and the Facilities. Upon termination or expiration of this Agreement, Sprint PCS may remove the Facilities and will restore the Site to substantially the condition existing on the Lease Commencement Date, except for ordinary wear and tear and casualty loss.

8. Compliance with Laws. Sprint PCS will substantially comply with all applicable laws relating to its possession and use of the Site.

9. Interference. Sprint PCS will resolve technical interference problems with other equipment located at the Site on the Lease Commencement Date or any equipment that becomes attached to the Site at any future date when Sprint PCS desires to add additional equipment to the Site. Likewise, Owner will not permit or suffer the installation of any equipment after the Lease Commencement Date that: (a) results in technical interference problems with the Facilities (see below); or (b) encroaches onto the Site. Sprint PCS shall be responsible for resolving any technical interference problems between the Facility and other equipment located at the Property and, if there are other wireless telecommunications facilities located on the Property, Sprint PCS shall reasonably cooperate with such other Sprint PCS's to resolve any issues of interference in an equitable fashion. The Facility shall not disturb the communications configurations, equipment, and frequency that exist on the Property as of the Commencement Date ("Pre-existing Communications"), and the Facilities shall comply with all non-interference rules of the Federal Communications Commission ("FCC"). Subject to preexisting rights and the provisions of this Section 9, Owner will not permit the installation of any future equipment on the Property that results in unreasonable technical interference problems with Sprint PCS's then existing equipment. In case of such interference with Sprint PCS's operations, Sprint PCS shall notify Owner in writing, and Owner shall have a reasonable period to correct the interference. Should Owner be unsuccessful in correcting the interference within a reasonable period after receipt of Sprint PCS's written notice, Owner shall be deemed to be in breach of this Agreement; provided, however, that in such event Sprint PCS's sole remedy, at law or in equity, shall be to terminate this Agreement immediately upon written notice to Owner. In no case shall standard maintenance equipment, mechanical equipment (e.g., telecommunication systems and other similar equipment, devices, and systems used in connection with the cell/radio tower of Owner.

10. Utilities. Owner will cooperate with Sprint PCS in Sprint PCS' efforts to obtain utilities from any location provided by Owner or the servicing utility, including signing any easement(s) or other instrument(s) reasonably required by the utility company. If there is a loss of electrical service at the Site, Sprint PCS may, at its expense, install and maintain a temporary generator and fuel storage tank at the Site or the property adjacent to the Site at the location depicted in Exhibit A.

11. Termination. Sprint PCS shall have the right to terminate this Agreement at any time upon thirty (30) days' written notice to Owner, in the event that: (i) Sprint PCS does not obtain all licenses, permits, consents, easements, non-disturbance agreements, or other approvals (collectively, "Approvals") reasonably desired by Sprint PCS or required from any governmental authority or any third party related to or to reasonably necessary for Sprint PCS to operate the Facility; (ii) any such Approvals are canceled, expire, or are withdrawn or terminated; (iii) Owner fails to have proper ownership of the Property or authority to enter into this Agreement; or (iv) Sprint PCS, for any other reason, in its reasonable discretion, determines that it will be unable to use the Site for its intended purpose. If Sprint PCS elects to terminate this Agreement early under this Section 11, Sprint PCS shall pay to Owner a termination fee equal to the lesser of: (i) the remaining Monthly License Fee for the term then in effect; or (ii) Six Thousand Dollars (\$6,000.00) (the "Termination Fee"). The Termination Fee is in addition to any other monetary obligations of Sprint PCS under this Agreement, and payment of the Termination Fee shall be made on or before the effective date of the termination. Any termination by Sprint PCS under this Section 11 shall not be deemed effective until Owner has received the Termination Fee.

12. Default.

12.1 **Sprint Default. Sprint PCS shall be deemed to be in default of this agreement if (1) Sprint fails to make any payment of fees or other payment required under this agreement, as and when due, where the default continues for a period of ten (10) days after written notice of nonpayment by Owner to Sprint PCS, provided that Owner shall only be required to give Sprint PCS two (2) such written notices of nonpayment within any twelve (12) month period after which Sprint PCS shall be in default if payments of rent

Owner's default is such that more than thirty (30) days are reasonable required for its cure, then Owner shall not be deemed to be in default if Owner commences such cure within said thirty-(30) day period and thereafter diligently prosecutes such cure to completion).

12.3** *Either Party Default.* If either party is in default under this Agreement for a period of 30 days following receipt of written notice from the non-defaulting party, the non-defaulting party may pursue any remedies available to it against the defaulting party at law or in equity, including, but not limited to, the right to terminate this Agreement. If a non-monetary default cannot reasonably be cured within a 30-day period, this Agreement may not be terminated if the defaulting party commences action to cure the default within the 30-day period and proceeds with due diligence to fully cure the default.

12.3** *Remedies.* If an incurable default or a default occurs that is not cured within the grace period specified above, the non-defaulting party may pursue any remedies available to it against the defaulting party at law or in equity, including, but not limited to, the right to terminate this Agreement, subject to the limitations on Owner's liability set forth in Section 19 of this Agreement

13. Hazardous Substances. Owner has no knowledge of any substance, chemical or waste on the Site that is identified as hazardous, toxic or dangerous (collectively, "Substance") in any applicable federal, state or local law or regulation.

13.1** *Definition.* For purposes of this Agreement, the term "Hazardous Materials" means any hazardous or toxic substance, material, or waste that is or becomes regulated by any local governmental authority, the State of North Carolina, or the United States. Hazardous Materials include, without limitation, the following: (i) any pollutant, oil or hazardous substance, identified or listed under Sections 307,311 or 502 of the Federal Water Pollution Control Act (33 U.S.C. §1317, §1321 and §1362); (ii) any element, compound, mixture, solution or substance designated under Section 102 of the Comprehensive Environmental Response Compensation and liability Act ("CERCLA") (42 U.S.C. §9602); (iii) any substance or material having the characteristics identified under or listed under Section 3001 of the Comprehensive Recovery Act ("RCRA") (42 V.S.C. §6921); (iv) any petroleum, crude oil, or any fraction of either that is not otherwise specifically listed or designated under items (i)-(iii)

13.2***Use.* Sprint PCS shall not cause or permit any Hazardous Materials to be brought upon, stored, used, generated, released into the environment, or disposed of on, under, from, or about the Site or Property (which shall include, but is not limited to, subsurface soil and ground water) by Sprint PCS, its agents, employees, contractors, or representatives. Without limiting any other rights or remedies of Owner under this Agreement, Sprint PCS shall pay the cost of any cleanup work performed on, under, or about the Site or Property, as required by this Agreement or any applicable laws in connection with the removal, disposal, storage, transportation, neutralization, or other treatment of such Hazardous Materials. The foregoing to the contrary notwithstanding, Sprint PCS shall have the right to use commercially reasonable amounts of Hazardous Materials that are commonly used in the telecommunications industry in similar facilities, provided that that use shall be in full compliance with industry standards and all applicable laws pertaining to the use, storage, and disposal of such materials.

14. Certifications

14.1***Subordination and Attornment.* This Agreement shall be subject and subordinate at all times to: (i) all ground leases or underlying leases that may now exist or hereafter be executed affecting the Property, and (ii) the lien of any mortgage, deed of trust or other security device that may now exist or hereafter be executed in any amount for which the Property or any part thereof, or Owner's interest or estate in the Property or any part thereof, is specified as security. Owner or any such mortgagee or ground lessor shall have the right, at its election, to subordinate or cause to be subordinated any such ground leases or underlying leases or any such liens to this Agreement or to require this Agreement to be subordinated to such interest. If Owner's interest in the Site is acquired by any ground lessor or mortgagee, or if any proceedings are brought for the foreclosure of, or in the event of exercise of the power of sale under, any mortgage, deed of trust or other security device made by Owner covering the Site or any part thereof, or in the event a conveyance in lieu of foreclosure is made for any reason, Sprint PCS shall, notwithstanding any subordination and upon the request of such successor in interest to Owner, attorn to and become the licensee of the successor in interest to Owner and recognize such successor in interest as the Owner under this Agreement, on the condition that such successor in interest agrees to formally recognize in writing the use and access rights created by this Agreement. Sprint PCS covenants and agrees to execute and deliver, upon Owner's request, a "License Agreement" which shall be subject to the terms and conditions of this Agreement and shall be deemed to be a part of this Agreement.

forth in the estoppel certificate submitted by Owner to Sprint PCS shall be deemed to be true and Owner or its mortgagees, lenders, or prospective investors or purchasers shall have the right to rely on that information.

14.3 ****Nondisturbance.** Owner shall, within fifteen (15) days following written request by Sprint PCS, will obtain a non-disturbance agreement in a form reasonably acceptable to Sprint PCS from the holder of any mortgage or deed of trust.

15. Property Taxes. Sprint PCS will be responsible for payment of all personal property taxes assessed directly upon and arising solely from its use of the Facilities on the Site. Sprint PCS will pay to Owner any increase in real property taxes attributable solely to any improvements to the Site made by Sprint PCS within 60 days after receipt of satisfactory documentation indicating calculation of Sprint PCS' share of the real estate taxes and payment of the real estate taxes by Owner. Owner will pay when due all other real estate taxes and assessments attributable to the property of Owner of which the Site is a part.

16. Insurance. Sprint PCS will procure and maintain commercial general liability insurance, with limits of not less than \$1,000,000 combined single limit per occurrence for bodily injury and property damage liability, with a certificate of insurance to be furnished to Owner within 30 days after Sprint PCS' receipt of a written request. Each party hereby waives its right of recovery against the other for any loss or damage covered by any insurance policies maintained by the waiving party. Each party will cause each insurance policy obtained by it to provide that the insurance company waives all rights of recovery by subrogation against the other party in connection with any damage covered by the policy.

17. Maintenance. Sprint PCS will be responsible for repairing and maintaining the PCS system and any other improvements installed by Sprint PCS at the Site in a proper operating and reasonably safe condition. Owner may require that Sprint PCS detach all or a portion of the PCS to allow Owner to perform maintenance on the tower. Owner shall take reasonable action to avoid material interference with Sprint PCS's use of the PCS. Owner shall provide Sprint PCS with 60 days prior written notice of such maintenance, notice to be provided as described in section 6, of all maintenance items that require Sprint PCS to remove Sprint PCS's equipment from the tower or that will render Sprint PCS's equipment unusable for the purpose it was intended. During any such maintenance period that Sprint PCS's equipment is inoperable, monthly rental payments will be abated. If technically possible, Owner agrees to allow Sprint PCS to install a temporary facility, at a location to be approved by Owner that will allow Sprint PCS to maintain its current broadcast capabilities. If the temporary facility is installed, Sprint PCS will continue to pay monthly rent as described in Section 3. When the maintenance period has ceased, owner will notify Sprint PCS in writing that the Facility is again ready for Sprint PCS's equipment. Sprint PCS agrees to restore its facilities to their original location and remove the temporary facility from the Site within 60 days of receipt of written notice from Owner.

18. Collocation. Sprint PCS acknowledges that the Owner may elect to enter into agreements with other wireless telecommunications operators, and that Sprint PCS may be required to share certain common facilities with those operators. It is the intent of the Owner to consolidate and coordinate all such wireless telecommunications facilities at the Property to maximize use of space and minimize the negative effects (visual and otherwise) of wireless telecommunications equipment and antennas. Sprint PCS acknowledges that it has no exclusive rights for operating a wireless telecommunications facility on the Property and that the Owner shall have the right to enter into leases, easements, licenses, permits, and agreements with other telecommunications operators. Sprint PCS agrees to reasonably cooperate with the other wireless telecommunications operators and the Owner to coordinate efficient collocation of equipment and antennas. Sprint PCS will aid in the resolution of any interference problems that may arise from Sprint PCS's location on the Tower. Sprint PCS shall operate within its FCC-approved frequencies and shall not materially alter the nature of its use or transmissions, or otherwise unreasonably interfere with the operations of any other wireless telecommunications operators on the Property.

19. Limitation of Owner's Liability. Owner shall not be liable to Sprint PCS for consequential or punitive damages and Sprint PCS waives any right of it or its assigns or successors to obtain consequential damages from Owner. Sprint PCS acknowledges that this limitation of liability and waiver of consequential or punitive damages is a material term of this Agreement and that Owner would not enter into this Agreement in the absence of this waiver.

20. Miscellaneous. (a) This Agreement applies to and binds the heirs, successors, executors, administrators and assigns of the parties to this Agreement; (b) this Agreement is governed by the laws of the state in which the Site is located; (c) Owner agrees to

The following Exhibits are attached to and made a part of this Agreement: Exhibits A and B

OWNER:

Town of Smithfield, a Municipal corporation

By: Peter T. Connet

Name: Peter T. Connet

Title: CITY MANAGER

Taxpayer ID: 56-6001335

Address: PO Box 761

Smithfield, North Carolina 27577

Date:

SPRINT PCS:

SprintCom, Inc., a Kansas corporation

By: Brian C. Kooyman

Name: Brian C. Kooyman

Title: Manager, Outsourcing

Date: 7/28/04.

Attach Exhibit A - Site Description

Attach Exhibit B - Memorandum of Agreement Form



Request for Town Council Action

**Consent
Agenda
Item** **Application
for
Temporary
Use Permit**
Date: 09/16/2025

Subject: SSS Homecoming Parade

Department: Planning Department

Presented by: Planning Director – Stephen Wensman

Presentation: Consent Agenda Item

Issue Statement

The Council is being asked to allow SSS High School to hold a homecoming parade on September 16, 2025 from 4:00pm-4:30pm.

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
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SSS High School is requesting to hold a homecoming parade on September 16th, 2025 from 4:00pm to 4:30pm. The parade will be staged in the back parking lot of Smithfield Community Park. It will proceed to the right of Durwood Stephenson Parkway and end in the back parking lot of SSS High School. The applicant has requested to close the portion of Durwood Stephenson Parkway between Smithfield Community Park and SSS High School. Smithfield Police will provide a police presence.



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) _____

Smithfield-Selma High School Homecoming Parade

M. Durwood Stephenson Parkway, one side from SRAC to SSS

Name of Event

Location of Event/Use (exact street address)

APPLICANT:

Name Cindy Russell

Address SSS, 700 M. Durwood Stephenson Parkway, Smithfield NC 27577

Phone number 919-559-8062

Email address cindyrussell@johnston.k12.nc.us

Event date September 16th, 2025

Event start and end time 4:00-4:30pm

Event set up and clean up time 3:00-5:00pm

Sound Amplification Type n/a

Sound Amplification Start and End Times n/a

PROPERTY OWNER:

Name n/a

Address 600 M. Durwood Stephenson

Phone number (919) 934-1408 PKWY

Email address _____

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

Number of Food Trucks (if applicable) n/a

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: Town of Smithfield Police

(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)? Yes SRAC (have already talked to Leah), and Durwood Stephenson Parkway

If any town streets require closure, please list all street names M.Durwood Stephenson Parkway (one side, closest to schools)

Are event trash cans needed? Yes or No

How many? 0

Description of Temporary Use or Special Event

beginning
Stage in SRAC at 3:00, parade will start at 4:00pm
Parade down Durwood Stephenson Parkway and turn into
last SSS parking lot.

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 Check # Credit Card

Amount Paid \$ 0

waived

Date: Payment Received By:

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.

Cindy Russell

Applicant's Name (Print)

Cindy Russue

Signature

07-21-25

Date

Town Planning Director Signature:

Date: 9/8/25

OWNERS AUTHORIZATION

I hereby give CONSENT to SSS High School (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) Town of Smithfield
Address 350 E. Market St. Zip _____
Phone Number (919) 934-2116 Email _____
Signature: Julie Edmonds Date: 9-8-2025

OWNER'S CONSENT FORM

Name of Event: _____ Submittal Date: _____

OWNERS AUTHORIZATION

I hereby give CONSENT to _____ (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

Print Name

Date



Request for Town Council Action

Consent Agenda Item	Application for Temporary Use Permit
Date:	09/16/2025

Subject: DSDC

Department: Planning Department

Presented by: Planning Director – Stephen Wensman

Presentation: Consent Agenda Item

Issue Statement

The Council is being asked to allow the DSDC to hold an Oktoberfest & Harvest Market on October 11th, 2025 from 12:00pm-5:00pm.

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. Food Event Sponsor's Form



Staff Report

Consent Agenda Item	Application for Temporary Use Permit
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The DSDC is requesting to hold an Oktoberfest & Harvest Market on October 11, 2025 from 12:00 pm to 5:00 pm. The event will be located in the 100 block of S. Third Street. Craft & farm vendors will be on-site and there will be a beer garden and a kid's zone. A DJ will provide music between 12:00 pm and 4:00 pm. Vendors will line S. Third Street and Johnston Streets. The kid zone will be in the County parking lot behind the courthouse on Johnston St. The beer garden will be set up on S. Third Street with local craft breweries and wineries selling beer and wine. Food will be sold. Ten trash cans have been requested.



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) _____

Oktoberfes & Harvest Market

100 block 3rd St S Johnston St (2nd St to 3rd St)

Name of Event

Location of Event/Use (**exact street address**)

APPLICANT:

Name Downtown Smithfield Development Corp
Address 200 S Front St, Smithfield, NC 27577
Phone number 919-934-0887
Email address info@downtownsmithfield.com
Event date October 11, 2025

Event start and end time 12pm - 5pm

Event set up and clean up time 8am - 6pm

Sound Amplification Type DJ with speakers

Sound Amplification Start and End Times 12pm - 4pm

Food Trucks (if applicable less than 5) (**Each Food Truck Requires Certificate of Inspections by Johnston County**)

PROPERTY OWNER:

Name Town of Smithfield
Address _____
Phone number _____
Email address _____

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

Vendors to supply their own

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: _____
(If using Smithfield Police, applicant must contact the PD to schedule security.)

Will any town property be used (i.e., streets, parks, greenways)? Yes, 3rd St and Johnston St

If any town streets require closure, please list all street names. 3rd St S, 100 block and Johnston St between 2nd & 3rd St

Are event trash cans needed? Y or N How many? 10

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

This event is a traditional Oktoberfest celebration with craft & farm vendors, beer garden and a kids zone. Music is provided by a DJ and sound will be amplified on 3rd St S. Vendors will line 3rd St S and Johnston Streets, Kids zone will be in the county parking lot behind the courthouse on Johnston St. A beer garden will be set up on 3rd St south with local craft breweries & wineries selling beer and wine.

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.

Heidi Gilmond
Applicant's Name (Print)

Signature

Date 8/29/2025

Town Planning Director Signature:

Gerden Warr

Date: 9/9/25

TEMPORARY FOOD EVENT SPONSOR'S FORM

SUBMISSION DATE: 9/9/2025

01. NAME OF EVENT: Oktoberfest

02. LOCATION OF EVENT: 3rd St S + Johnston St

03. IS THERE A DEFINED GEOGRAPHIC AREA FOR THIS EVENT?
PLEASE EXPLAIN: 100 Block 3rd St S + 200 Block of Johnston St

ARE VENDORS OUTSIDE THIS DEFINED GEOPGRAPHIC AREA CONSIDERED
PART OF YOUR EVENT? no

04. DIRECTIONS TO EVENT FROM DOWNTOWN SMITHFIELD: _____

05. DATE(S) AND TIME(S) OF EVENT: 10/11/2025 12pm - 5pm

06. NAME OF EVENT COORDINATOR(S) AND HOW THEY CAN BE CONTACTED
DURING THE ENTIRE EVENT:

NAME MAILING ADDRESS PHONE NUMBER(S)

a. Heidi Gilmond 200 S Front St, Smithfield 919-934-0887

b. _____

07. NUMBER OF ANTICIPATED TEMPORARY FOOD ESTABLISHMENTS :

3

08. DATE & TIME THAT FOOD VENDORS WILL BE ALLOWED TO SETUP:

10/11/2025 8am - 11am

09. DESCRIBE POTABLE WATER SUPPLY FOR FOOD VENDORS:

Good Vibes is allowing vendors use of their water

10. DESCRIBE WASTEWATER DISPOSAL FOR FOOD VENDORS: they need

to be self contained

Page 2

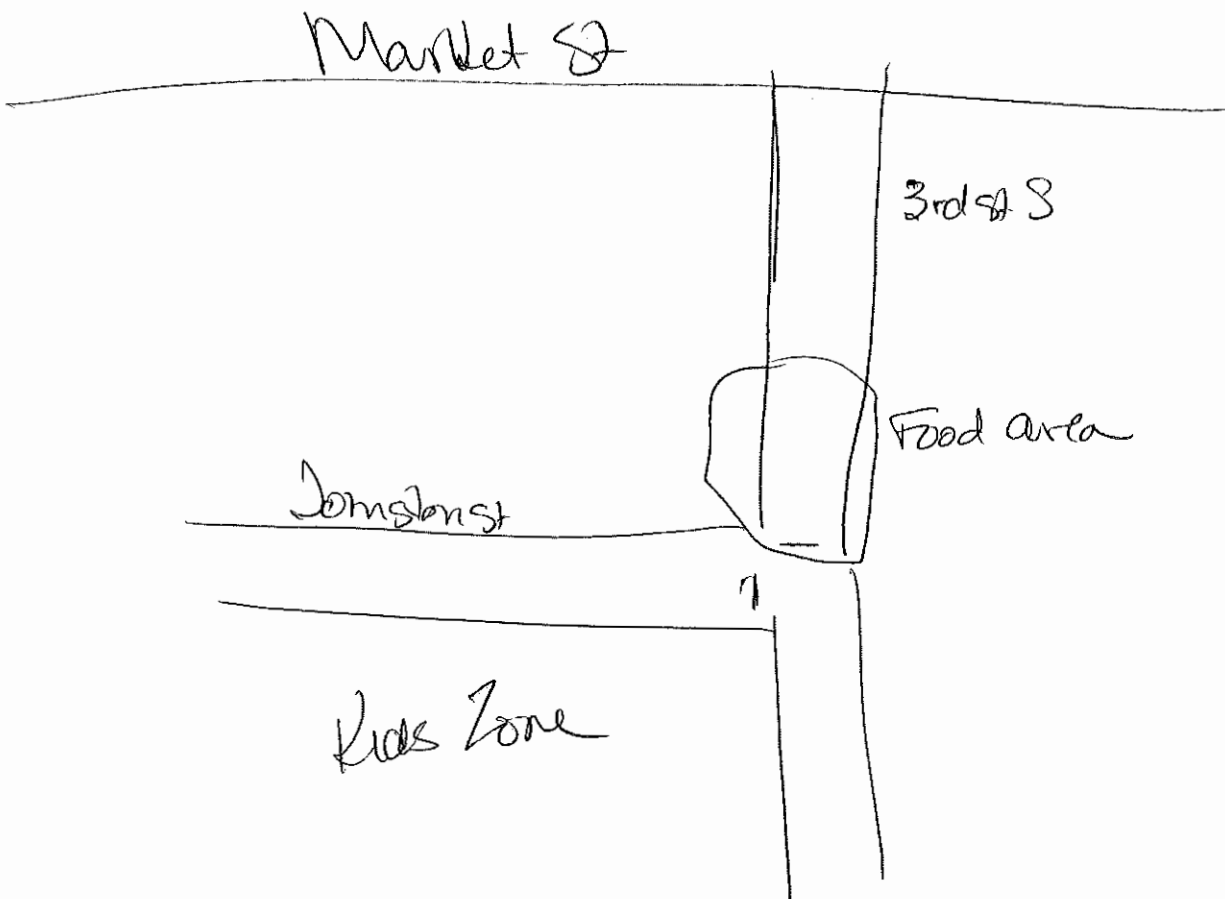
11. TOILET FACILITIES PROVIDED: 3 TYPE: Porta Johns
IF PORTABLE TOILETS ARE TO BE USED, HOW OFTEN WILL THEY BE
SERVICED (EMPTIED) DURING THE EVENT?

once

12. WILL THERE BE A PETTING ZOO AT THE EVENT? no IF YES, WILL THERE BE A HAND-WASHING STATION CLOSE BY? _____
13. DESCRIBE GARBAGE DISPOSAL & FREQUENCY: town to take care of garbage disposal
14. WILL ELECTRICITY BE PROVIDED TO THE FOOD VENDORS? if needed
15. LIST BELOW **ALL FOOD VENDORS** EXPECTING TO BE PARTICIPATING:

	NAME OF BOOTH	OWNER/OPERATOR	PHONE NUMBER(S)
1.	Alsies Ice Cream Truck	Shannon Allen	919-946-2297
2.	Carolina Donut Diva	Jeannette Dempsey	803-381-7733
3.	DSDE-Germantown Fundraiser	Andrew Wagner	847-826-7094
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			
16.			
17.			

16. DIAGRAM BELOW (OR ATTACH A SEPARATE SHEET) THE LAYOUT OF THE **EVENT AREA** INCLUDING VENDOR LOCATIONS, TOILET FACILITIES, WASTEWATER DISPOSAL SITE(S), GARBAGE DISPOSAL SITE(S), POTABLE WATER SOURCE (IF APPLICATBLE), ETC. IF YOU ALREADY HAVE A **DIAGRAM**



STATEMENT: I hereby certify that the above information is correct and I fully understand that any deviation from the above without prior permission from Johnston County Environmental Services may nullify final approval and prevent issuance of permits to participating food vendors. I understand that pre-opening inspection of each food vendor is **required** and if the food vendor is not in compliance with 15A NCAC 18A .2635 a temporary food establishment permit **will not** be issued.

Heidi Gilmond
Print Name

Heidi Gilmond
Signature

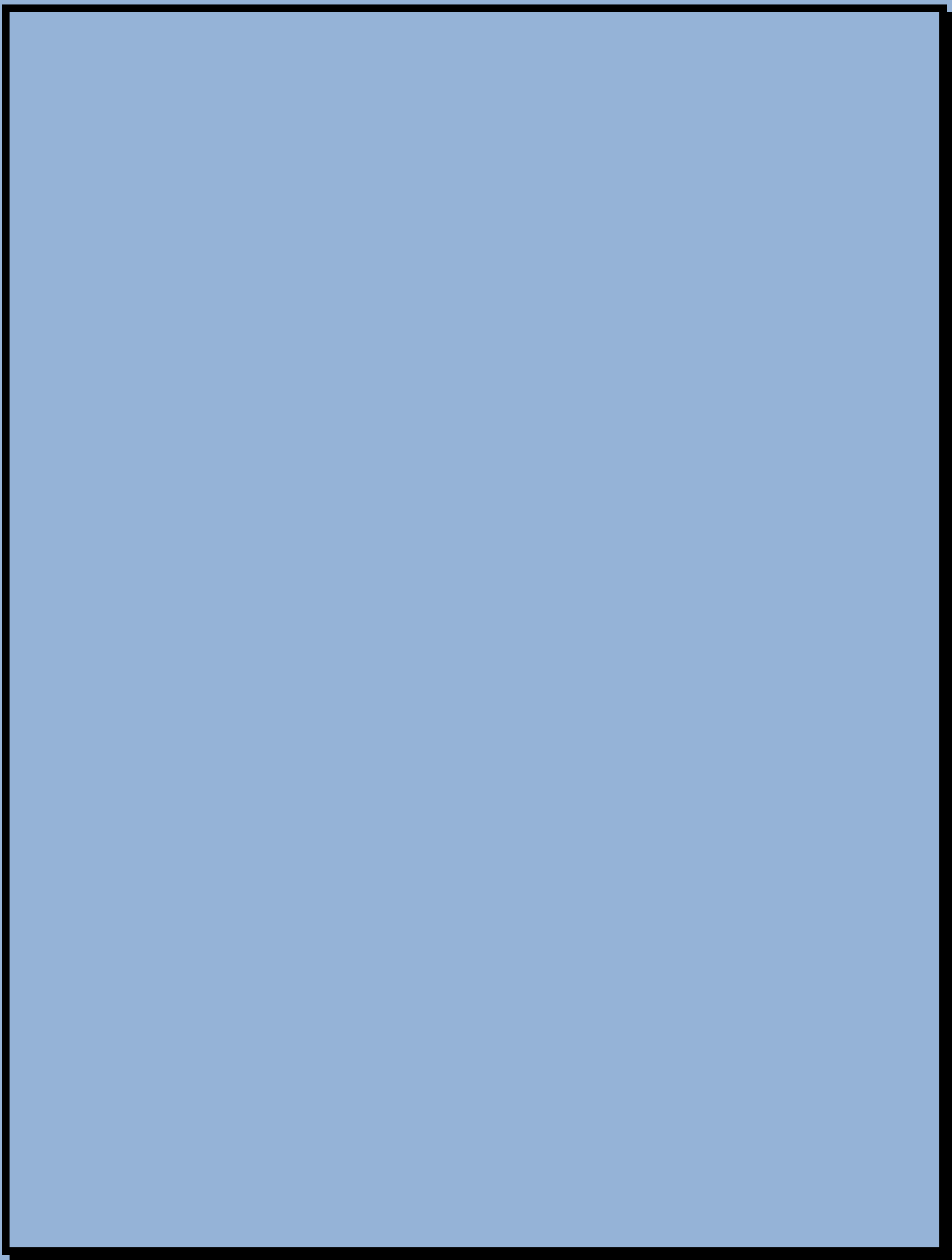
9/9/2025
Date

*****DO NOT WRITE BELOW THIS LINE*****

Application reviewed by: _____ Date: _____

Field Notes: _____

Business Items





Request for Town Council Action

**Business
Agenda
Item** **Advisory
Board
Appointments**

Date: 09/16/2025

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

Issue Statement

The Town Council is requested to consider applications received for appointment to various Town of Smithfield Advisory Boards and Commissions. The Council is requested to review and make appointments as appropriate.

Financial Impact

N/A

Action Needed

The Town Council is asked to review and consider Advisory Board appointments as outlined in the Staff Report.

Recommendation

Staff recommends the Town Council consideration and approval of Town Advisory Board appointments.

Approved: ☒ Town Manager ☐ Town Attorney

Attachments:

1. Staff Report
2. Board Application(s)



Staff Report

Business Agenda Item	Advisory Board Appointments
-------------------------------------	--

Current Board vacancies are as follows:

- **Appearance Commission – 2 positions**
- **Board of Adjustment- 1 in-town alternate member positions
1 ETJ alternate position**
- **Historic Preservation Commission – 3 positions**
- **Parks and Recreation Advisory Commission – 4 regular positions
2 High School Liaison positions**
- **Planning Board - 3 regular in-town member positions
1 regular in-town alternate position
1 ETJ alternate position**

Board Appointment Requests:

- **Elizabeth Temple** -Has submitted an application for consideration to be reappointed to a second term on the **Historic Preservation Commission**
 - **Emma K. Creech** -Has submitted an application to be appointed for a first term on the **Historic Preservation Commission**
-
- **Marcela Buccafusco** – Hass submitted an application to be appointed for a first term on the **Recreation Advisory Committee**
-
- **David A. Byrd, Jr.** -Has submitted an application to be appointed for a first term on the **Planning Board** as an **in-town regular member**
 - **David H. Parker, Jr.** -Has submitted an application to be appointed for a first term on the **Planning Board** as an **in-town regular member**
 - **Jaime H. Beasley** -Has submitted an application to be appointed for a first term on the **Planning Board** as an **in-town regular member**

- **Stephanie Avery** -Has submitted an application to be appointed for a first term on the **Planning Board** as an **in-town regular member**
 - **Nariman Jeff Jaminia** -Has submitted an application to be appointed for a first term on the **Planning Board** as an **in-town regular member**
 - **Dale Erickson** -Has submitted an application to be appointed for a first term on the **Planning Board** as an **in-town regular member**
-

- **Richard A. Buckner** -Has submitted an application to be appointed for a first term on the **Appearance Commission and the Planning Board** as an **in-town regular member**
- **Luke Stancil** -Has submitted an application to be appointed for a first term on the **Appearance Commission and the Planning Board** as an **in-town regular member**
- **Christina Arean** -Has submitted an application to be appointed for a first term on the **Appearance Commission, the Recreation Advisory Committee, and the Planning Board** as an **in-town regular member**.

Historic Preservation Commission Applications

Elaine Andrews

From: noreply@smithfield-nc.com
Sent: Thursday, July 17, 2025 6:47 PM
To: Elaine Andrews

Follow Up Flag: Follow up
Flag Status: Flagged

Name (Last, First, Middle Initial):
Temple, Elizabeth A.

Home Address:
904 Chestnut Drive, Smithfield, N.C. 27577-3706

Business Name & Address:
School of Music, Certified Licensed Current Teacher K-12, G level at NCDPI.

Home Telephone:
9199092556

Mobile Telephone:
9199092556

Email:
etemple92@yahoo.com

Board which you are submitting an application:
Historic Properties Commission

Interests and Skills:
I believe that the Historic Properties Commission is very important to maintain locally. It is of national important. It goes up all the way to Washington, D.C.. The purposes of this board are listed at the Town of Smithfield website. I have completed activities as listed on the website and shared at Town Hall meetings and emailed sharing with the Johnston County Heritage Center as well as museum donations documented such as my Great Great Grandfather's BUGLE is on display in the museum. (John Harrison Parker). There are files of my research and contributions of artifacts, as well as my great aunt's Eunice Temple Kirkpatrick at our Heritage Center.

Recent Job Experiences:
I am still teaching privately at all ages music instruction. I completed professional development courses to renew my teaching license which is current, and I will renew again in 2027. as well as the NCLM course on Ethics.

Civic or Service Organization Experience:
NAACP held the banner in 2024 for the MLK, Jr. Parade, I am still a member of Johnston County, N.C. NAACP, NCAE reserve member, 911 Responders Events, NSDAR Smith-Bryan chapter member,

Salvation Army contributor, Magna Charta Dames and Barons member NC Division, Colonial Dames XVII Century member Sir Richard Grenville Chapter, Jamestowne Society member, First NC Company, Friends of the Public Library, Volunteer Choir member Centenary UMC Smithfield and pianist before early service.

Previous Town Board Experience:

I am requesting to re-apply to serve on the board another term as my term expires in September of 2025. I will continue to work hard on the 250th anniversaries of the town and country, and in the past presented research I did on the town to the town council at Citizen's comments.

Current Board/Committee Service:

Historic Properties Commission, Smithfield, N.C.

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

I enjoy doing research as my great aunt did, Eunice Temple Kirkpatrick whose books are cataloged at our Heritage Center and the Library of Congress in D.C. I am passionate about history and preserving historic properties. Smithfield, N.C. like Edenton, N.C. has quite a Revolutionary War history in its founding.

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

NO

If "YES" to above question, please explain in the box below:

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?

NO

If "YES" to above question, please explain in the box below:

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.

Ms. Elizabeth Anne Temple, M.M.

***** Email Details *****

From IP address: 75.182.199.119

Submitted date: 7/17/2025 5:59:08 PM ID: 1185

Elaine Andrews

From: noreply@smithfield-nc.com
Sent: Monday, July 21, 2025 12:23 PM
To: Elaine Andrews

Name (Last, First, Middle Initial):
Creech, Emma K

Home Address:
1107 S. 2nd St. Smithfield NC 27577 (closing date of 7/25/25)

Business Name & Address:
N/A

Home Telephone:
N/A

Mobile Telephone:
919.628.9921

Email:
ekc0414@gmail.com

Board which you are submitting an application:
Historic Properties Commission

Interests and Skills:
Project Management, Communication and Collaboration, Problem Solving, Public Health and Community Wellness, Healthcare Operations, Strategic Planning and Innovation

Recent Job Experiences:
July 2025 - Current: Program Manager, Oncology Services - Duke University Health System
July 2023-2025: Administrative Fellow, Duke University Hospital

Civic or Service Organization Experience:
Smithfield NC: - Member of FBC Smithfield, participating in local service initiatives. Have joined multiple national and international mission trips. Greenville NC (while at ECU for undergraduate studies) - Easter NC Food Bank volunteer - Pirates for Public Health club member, participating in local wellness and educational events - Vice President of Chapter Wellness for Alpha Gamma Delta, organizer of philanthropic activities for the sorority
Richmond, VA (while at VCU for graduate studies) - Medical and Administrative Volunteer and Health Brigade, a free clinic - Chair of Recruitment and Outreach for the VCU MHA DEI Committee - VCU MHA Dean's Student Committee & SGA Representative
Other: - American Red Cross Blood Drive Organizer (Smithfield and Durham) - Duke MINDS - Learn Committee Member, involving mentorship and education efforts across Duke University and Health System

Previous Town Board Experience:

N/A

Current Board/Committee Service:

N/A

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

Having grown up in Smithfield and now residing here as a permanent resident, I have a deep appreciation for the town's rich history and unique character. I'm passionate about preserving the stories and structures that make Smithfield special, while also helping to showcase all the great things our community has to offer to new residents and visitors. With my background in health administration, I bring strong organizational, strategic, and collaborative skills that I'm eager to apply in a new context - in service of the Historic Properties Commission. This role offers a meaningful way to give back to the town that shaped me, learn more about and support sustainable development, and ensure Smithfield's heritage is honored and shared for generations to come.

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

NO

If "YES" to above question, please explain in the box below:

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?

NO

If "YES" to above question, please explain in the box below:

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.

Emma K Creech

***** Email Details *****

From IP address: 152.16.191.126

Submitted date: 7/21/2025 11:36:04 AM ID: 1188

Recreation Advisory Committee Application

Elaine Andrews

From: noreply@smithfield-nc.com
Sent: Wednesday, June 25, 2025 10:30 AM
To: Elaine Andrews

Name (Last, First, Middle Initial):
Buccafusco, Marcela A

Home Address:
591 Sturgeon Street, Smithfield, NC 27577

Business Name & Address:
None

Home Telephone:
N/a

Mobile Telephone:
9547781083

Email:
Buccafuscomarcela@gmail.com

Board which you are submitting an application:
Parks/Recreation Advisory Commission

Interests and Skills:
My interests and hobbies include going on walks, reading, visiting the library, and exercising. I'm fluent in Spanish, im.organized, and enjoy working as part of a team. I have experience planning recreational activities working at a pediatric nursing facility.

Recent Job Experiences:
CareBridge Health - LTSS Clinical Assesor August 2023- present Complete telephonic consultations with recipients of long term care services or their families to assess their current level of function and make appropriate recommendations to their service care managers which may improve safety or independence. CORA Physical Therapy, Lauderhill - Certified Occupational Therapy Assistant April 2021 - August 2023 Under the supervision of supervising OTR/L, develop, implement, and document treatment plans for individuals with orthopedic injuries and neurological conditions. Develop appropriate home exercises programs. Educate patients, family members, and caregivers regarding compensatory strategies, adaptive equipment, and available community resources. Communicate with referring physicians regarding the patient's plan of care. CORA Physical Therapy, Lauderhill - Paratransit Eligibility Assessor July 2022 - present Perform functional, cognitive, and mobility assessments in person for individuals applying for Broward County's paratransit service. Assess vitals, obtain medical history and document objective findings in order to determine eligibility for individuals with mobility deficits, cognitive delays, or underlying health conditions. Educating applicants regarding paratransit service. Children's Comprehensive Care Center, Pompano Beach - Recreational Therapy Coordinator August

2017 - June 2021 Coordinate and implement developmentally appropriate programs and activities for infants, children, and young adults designed to target therapeutic goals and encourage psychosocial development. Facilitate virtual communication between residents and their families.

Civic or Service Organization Experience:

N/a

Previous Town Board Experience:

N/a

Current Board/Committee Service:

N/a

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

I have lived in Smithfield for just over a year and am impressed by the recreational services available to us including the community park, the recreation and aquatic center, the Multicultural festival, and the many events hosted at the library. I'd love to be a part of the planning of any future programs or activities.

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

NO

If "YES" to above question, please explain in the box below:

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?

NO

If "YES" to above question, please explain in the box below:

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.

Marcela Buccafusco

***** Email Details *****

From IP address: 76.38.18.48

Submitted date: 6/25/2025 9:42:04 AM ID: 1153

Planning Board Applications

Elaine Andrews

From: noreply@smithfield-nc.com
Sent: Thursday, June 26, 2025 6:43 PM
To: Elaine Andrews

Name (Last, First, Middle Initial):
Byrd Jr, David, A

Home Address:
102 West Wilson Street

Business Name & Address:
N/A

Home Telephone:
9196310267

Mobile Telephone:
9196310267

Email:
byrddaj1@gmail.com

Board which you are submitting an application:
Planning Board (In-Town Resident)

Interests and Skills:
As an Operations Manager at a manufacturing facility in RTP I have the skills and would like to contribute in the changes/updates in my town. I am a Six Sigma Black Belt which is helpful in planning, problem analysis and lean spending.

Recent Job Experiences:
Operations Manager at Wolfspeed in the RTP. I manage a workforce of 500 people in a high volume manufacturing environment. Special focus on lean manufacturing and controlling operating cost.

Civic or Service Organization Experience:
N/A

Previous Town Board Experience:
N/A

Current Board/Committee Service:
N/A

Why are you interested in serving on this Board/Commission/Committee?
I've seen a lot of growth in our town over the years and I'm now in a place with work, travel etc. that I have

time to serve my community. Admittedly I've never served on any boards or communities but this caught my eye and thus I see it as an open door that I would like to walk through. Having lived in Smithfield for 15+ years I feel it is time to serve.

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

NO

If "YES" to above question, please explain in the box below:

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?

NO

If "YES" to above question, please explain in the box below:

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.

David A Byrd Jr

***** Email Details *****

From IP address: 75.182.207.66

Submitted date: 6/26/2025 5:54:45 PM ID: 1159

Elaine Andrews

From: noreply@smithfield-nc.com
Sent: Wednesday, June 25, 2025 4:19 PM
To: Elaine Andrews

Name (Last, First, Middle Initial):
Parker, David H (Jr)

Home Address:
15 Bradford St, Smithfield, NC 27577

Business Name & Address:
Retail Insights, LLC

Home Telephone:
919-320-7547

Mobile Telephone:
919-320-7547

Email:
davidp62@gmail.com

Board which you are submitting an application:
Planning Board (In-Town Resident)

Interests and Skills:
I care about the town's future and want to contribute to responsible, sustainable growth. This role offers an opportunity to help guide decisions that shape our community and ensure development aligns with the needs of residents and local businesses.

Recent Job Experiences:
Information Security Manager, Retail Insights, LLC - 2021 to Present

Civic or Service Organization Experience:
Smithfield Rescue, Four Oaks Rescue, Four Oaks Fire Dept. (late 1970's through 1990). Special Deputy Sheriff, Johnston County (1982 - 2004), Auxiliary Police Officer, Smithfield (1989-1991)

Previous Town Board Experience:
N/A

Current Board/Committee Service:
N/A

Why are you interested in serving on this Board/Commission/Committee?
As a seven-year resident of Smithfield and cybersecurity professional, I bring a fresh perspective to the

Planning Board. While I do not have prior government experience, I have a strong background in critical thinking, risk management, and strategic planning—skills that translate well to civic decision-making. I am particularly interested in advocating for more balanced growth in our town. I believe residential development should be paced in alignment with Smithfield’s infrastructure capacity and economic base, ensuring that schools, roads, utilities, and public services can support our growing population. I’m committed to helping Smithfield grow sustainably, with thoughtful planning that prioritizes long-term quality of life for all residents.

Has any formal charge of professional misconduct, criminal misdemeanor or felony ever been filed against you in any jurisdiction?
NO

If "YES" to above question, please explain in the box below:
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?
NO

If "YES" to above question, please explain in the box below:
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.
David H Parker , Jr

***** Email Details *****
From IP address: 45.77.200.53
Submitted date: 6/25/2025 3:31:27 PM ID: 1156

Elaine Andrews

From: noreply@smithfield-nc.com
Sent: Wednesday, June 25, 2025 5:29 PM
To: Elaine Andrews

Name (Last, First, Middle Initial):
Beasley, Jaime H

Home Address:
811 S. First St. Smithfield, NC

Business Name & Address:
AICPA 220 Leigh Farm Rd Durham, NC 27707 (I work from home)

Home Telephone:
N/A

Mobile Telephone:
919-395-2435

Email:
henderson.jaime@gmail.com

Board which you are submitting an application:
Planning Board (In-Town Resident)

Interests and Skills:
I have been a Certified Public Accountant licensed in North Carolina for almost two decades. Although this leaves limited time for personal hobbies, it allows me to utilize my finance and accounting expertise to assist others. I currently serve as the Finance Committee Chair and Disbursing Treasurer at First Presbyterian Church in downtown Smithfield, positions that I find highly rewarding.

Recent Job Experiences:
I am currently a manager with the American Institute of Certified Public Accountants (AICPA) Peer Review Program. The Peer Review Program is dedicated to enhancing the quality of accounting, auditing and attestation services performed by public accounting firms. My efforts within the Peer Review Program are primarily associated with education and communication, including the development of guidance and training materials for administrative personnel, technical reviewers, peer reviewers and committee members. I also serve as a technical reviewer for the National Peer Review Committee. I have been with the AICPA for nearly 11 years. Prior to working with the AICPA, I was a manager in PricewaterhouseCoopers' Assurance services practice, functioning mainly in the Pharmaceuticals and Life Sciences industry. While at PwC, I also served as an assurance instructor and a mentor to many.

Civic or Service Organization Experience:
I am a member of the AICPA, the North Carolina Association of Certified Public Accountants (NCACPA), a former member of the North Carolina State University Master of Accounting (MAC) Alumni Board of

Directors, and the former chair of the NCACPA's Student Outreach, Advancement, and Recruitment (SOAR) Committee.

Previous Town Board Experience:
N/A

Current Board/Committee Service:
N/A

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

I have lived in Smithfield almost all my life. My family has deep roots here, and I graduated from Smithfield-Selma High School before attending North Carolina State University. After getting married, I returned to Smithfield. I care deeply about Smithfield's future and have immense interest in seeing our town adapt and thrive. The Planning Board advises the Town Council on development, and I want to help Smithfield flourish by serving on this Board.

Has any formal charge of professional misconduct, criminal misdemeanor or felony ever been filed against you in any jurisdiction?
NO

If "YES" to above question, please explain in the box below:

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?
NO

If "YES" to above question, please explain in the box below:

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.

Jaime H Beasley

***** Email Details *****

From IP address: 74.124.170.107

Submitted date: 6/25/2025 4:40:42 PM ID: 1157



Town of Smithfield
Board, Commission, or Committee
Application

Name: Avery Stephanie B.
(Last) (First) (MI)
Home Address: 214 West Meadowbrook Drive, Smithfield, NC
Business Name & Address: W.S. Eagle Group / At Work Personnel Dept Smithfield, NC
Telephone Numbers: — 240-281-7645 sabbafather@gmail.com
(Home) (Mobile) (Email)

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

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

Interests & Skills: urban planning and land preservation

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

Recent Job Experiences: Managing a staffing business for light industrial companies; Manager at U.S. Department of Housing and Urban Development (retired)

Civic or Service Organization Experience: Feeding and lunch bag program in East Smithfield, 8 mission trips to Africa and Asia, and 15 years with Boy Scouts

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

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

Why are you interested in serving on this Board/Commission/Committee? To assist Smithfield with orderly development and best use of our community for all citizens

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: Stephanie B. Avery
Signature: Stephanie B. Avery Date: 06/25/2025

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**

Elaine Andrews

From: noreply@smithfield-nc.com
Sent: Tuesday, September 9, 2025 11:17 AM
To: Elaine Andrews

Name (Last, First, Middle Initial):
Nariman Jeff Jaminia

Home Address:
431 Oak St

Business Name & Address:
I do not own a business

Home Telephone:
9192750129

Mobile Telephone:
9192750129

Email:
JJaminia@gmail.com

Board which you are submitting an application:
Planning Board (In-Town Resident)

Interests and Skills:
I'm deeply interested in community development, sustainable growth, and ensuring that planning decisions reflect both long-term vision and everyday practicality. My skills include advanced problem-solving, clear communication across diverse audiences, and a strong grasp of technical systems and workflows. I bring a methodical, transparent approach to decision-making and a commitment to accountability in public service.

Recent Job Experiences:
I have worked for ABC Fitness Solutions LLC for almost 7 years remotely from home.

Civic or Service Organization Experience:
While I have not previously been a homeowner or lived within city limits, I have contributed to civic service through my time with the Lillington Fire Department. Serving there gave me firsthand experience in public safety and community support, until I was physically unable to continue. I value the importance of civic responsibility and am eager to bring that same dedication to the Planning Board.

Previous Town Board Experience:
I have not previously served on a Town Board, nor have I lived within city limits or owned a home, which are typically prerequisites for such roles. However, I'm eager to contribute to the community in a meaningful way and bring a fresh, service-oriented perspective to the Planning Board.

Current Board/Committee Service:

I am not currently serving on any boards or committees, but I had applied to be the District 1 Pro-Tem Board member as a way to actively support and serve my community. I'm committed to contributing wherever I can make a meaningful impact.

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

I'm interested in serving on the Planning Board because I care deeply about the future of Smithfield and want to contribute to responsible, transparent growth. While I haven't lived within city limits before, I've always valued community involvement—applying for the District 1 Pro-Tem Board and serving with the Lillington Fire Department reflect that commitment. I believe planning decisions should balance long-term vision with everyday realities, and I'm ready to bring a practical, service-minded perspective to the table.

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

NO

If "YES" to above question, please explain in the box below:

N/A

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?

NO

If "YES" to above question, please explain in the box below:

N/A

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.

Nariman Jeff Jaminia

***** Email Details *****

From IP address: 207.49.168.63

Submitted date: 9/9/2025 10:30:16 AM ID: 1252

Elaine Andrews

From: noreply@smithfield-nc.com
Sent: Tuesday, September 9, 2025 8:12 AM
To: Elaine Andrews

Name (Last, First, Middle Initial):
Dale Erickson

Home Address:
805 south Vermont st

Business Name & Address:
N/A

Home Telephone:
9109229630

Mobile Telephone:
910 922 9630

Email:
poppi6617@gmail.com

Board which you are submitting an application:
Planning Board (In-Town Resident)

Interests and Skills:
Construction for over 30years experience and have lived in Smithfield for over 18 years

Recent Job Experiences:
Erickson Acoustical ceilings and Walls since 1996

Civic or Service Organization Experience:
Army Bet

Previous Town Board Experience:
None

Current Board/Committee Service:
None

Why are you interested in serving on this Board/Commission/Committee?
To Help this great City to become even stronger

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

NO

If "YES" to above question, please explain in the box below:

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?

NO

If "YES" to above question, please explain in the box below:

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Dale Kelvin Erickson

***** Email Details *****

From IP address: 172.59.219.140

Submitted date: 9/9/2025 7:25:38 AM ID: 1251

Appearance Commission and Planning Board Applications

Elaine Andrews

From: noreply@smithfield-nc.com
Sent: Thursday, June 26, 2025 4:52 PM
To: Elaine Andrews

Name (Last, First, Middle Initial):
Buckner, Richard, A.

Home Address:
106 Cobblestone Ct

Business Name & Address:
I do not own a business

Home Telephone:
209-272-9392

Mobile Telephone:
209-771-0065

Email:
Rickyb1829@gmail.com

Board which you are submitting an application:
Appearance Commission
Planning Board (In-Town Resident)

Interests and Skills:
Serving the citizens of Smithfield by leveraging my business planning skills and my passion for keeping a great community for families.

Recent Job Experiences:
Retail Store Mgr (20+ years)

Civic or Service Organization Experience:
N/A

Previous Town Board Experience:
N/A

Current Board/Committee Service:
N/A

Why are you interested in serving on this Board/Commission/Committee?
I believe many leaders for Smithfield have conflicts of interests that play a role in their decisions for Smithfield. I want to represent the wants and needs of the citizens of Smithfield because I do not believe

citizens are being properly represented and am happily willing to challenge the approach to the necessary change and growth of Smithfield. I'm very big on strategy and proactive planning and believe that my abilities can give citizens a vote of confidence that there are good strategies and that they are being executed in everyone's favor.

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

NO

If "YES" to above question, please explain in the box below:

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?

NO

If "YES" to above question, please explain in the box below:

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Richard Buckner

***** Email Details *****

From IP address: 172.58.252.170

Submitted date: 6/26/2025 4:04:23 PM ID: 1158

Elaine Andrews

From: noreply@smithfield-nc.com
Sent: Tuesday, June 24, 2025 10:10 PM
To: Elaine Andrews

Name (Last, First, Middle Initial):
Stancil, Luke H

Home Address:
310 E Church Street

Business Name & Address:
N/A

Home Telephone:
N/A

Mobile Telephone:
919-634-0597

Email:
Luke@lookoutstrategies.com

Board which you are submitting an application:
Appearance Commission
Planning Board (In-Town Resident)

Interests and Skills:
Local issues Listening to all arguments Communication Collaboration

Recent Job Experiences:
NC House Republicans Caucus Director Former: President of Lookout Strategies

Civic or Service Organization Experience:
Governors Task Force on Safer Schools (McCrory Appointee) Vice Chair of N.C. State Youth Council
(McCrory Appointee) Sunday School Teacher at Hope Community Church

Previous Town Board Experience:
N/A

Current Board/Committee Service:
N/A

Why are you interested in serving on this Board/Commission/Committee?
I'd love to serve on a board or commission in Smithfield because I really want to pitch in and help shape our town for the better. It's a chance to have a say in things like how we grow or improve local services,

while making sure my neighbors' voices are heard.

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

NO

If "YES" to above question, please explain in the box below:

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?

NO

If "YES" to above question, please explain in the box below:

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Luke Harrison Stancil

***** Email Details *****

From IP address: 146.75.233.17

Submitted date: 6/24/2025 9:21:53 PM ID: 1152

Appearance Commission/Recreation Advisory/Planning Board
Applicant

Elaine Andrews

From: noreply@smithfield-nc.com
Sent: Wednesday, June 25, 2025 1:41 PM
To: Elaine Andrews

Name (Last, First, Middle Initial):
Arena, Christina M

Home Address:
206 East Holt Street

Business Name & Address:
Arena's Cleaning, LLC Johnston County Visitor's Bureau

Home Telephone:
984-252-0397

Mobile Telephone:
984-252-0397

Email:
carena@johnstoncountync.org

Board which you are submitting an application:
Appearance Commission
Parks/Recreation Advisory Commission
Planning Board (In-Town Resident)

Interests and Skills:
Community Liason and customer service

Recent Job Experiences:
Johnston county visitor's bureau Event coordinator Customer Service specialist/assistant

Civic or Service Organization Experience:
Community Activist

Previous Town Board Experience:
NA

Current Board/Committee Service:
Downtown Smithfield Development Corp.

Why are you interested in serving on this Board/Commission/Committee?
I work for the county and have been a resident for over 12 yrs

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

NO

If "YES" to above question, please explain in the box below:

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?

NO

If "YES" to above question, please explain in the box below:

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.

Christina M. Arena

***** Email Details *****

From IP address: 167.20.250.73

Submitted date: 6/25/2025 12:53:24 PM ID: 1154