



Mayor

M. Andy Moore

Mayor Pro-Tem

Travis Scott

Council Members

Marlon Lee

David Stevens

David Barbour

Emery Ashley

John A. Dunn

Stephen Rabil

Town Attorney

Robert Spence, Jr.

Town Manager

Michael L. Scott

Finance Director

Greg Siler

Town Clerk

Shannan Parrish

Town Council Agenda Packet

Meeting Date: Tuesday, December 4, 2018

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 DECEMBER 4, 2018
7:00 PM**

Call to Order

Invocation

Pledge of Allegiance

Approval of Agenda

Presentations: None

Page

Public Hearings:

- 1. ZA-18-07 Town of Smithfield:** The Town of Smithfield Planning Department is requesting an amendment to the Unified Development Ordinance (UDO) Article 9 to amend the nonconforming situations regulations as it pertains to the Board of Adjustment issuing permits
(Planning Director – Stephen Wensman) See attached information.....1

- 2. S-18-01 Sam’s Branch Development:** The applicant is requesting a preliminary subdivision plat for East River; a proposed 298-315 lot residential Planned Unit Development at 1899 Buffalo Road
(Planning Director – Stephen Wensman) See attached information.....7

Citizens Comments

Consent Agenda Items

- 1. Approval of Minutes:**
 - a. November 6 – Regular Meeting
 - b. November 6, 2018 – Close Session (Under Separate Cover).....39

- 2. Special Event:** The Johnston County Alumnae Chapter is requesting to hold a Taking Strides Against Family Violence 5K run/walk on Saturday, May 4th, 2019 from 7:00 am to 11:00 am on the Buffalo Creek Greenway starting at 600 Booker Dairy Road.
(Planning Director – Stephen Wensman) See attached information.....59

3. Consideration and Approval to Adopt Resolution #633 (20-2018) Awarding retiring Bruce Gentry, a retiring member of the Smithfield Police Department, his service weapon and badge.
(Chief of Police – R. Keith Powell) See attached information.....63

4. Consideration and Approval to establish a Career Ladder for the position of the Water/ Sewer Pump Station Mechanic
(Public Utilities Director – Ted Credle) See attached information.....65

5. Consideration and Approval to promote an employee to Electric Line Crew Leader in the Public Utilities Department due to a recent retirement.
(Public Utilities Director – Ted Credle) See attached information.....69

6. Bid Award to Vision, NC in the amount of \$36,000 for construction observation and contract administration for Phase I of the Durwood Stephenson Highway water line
(Public Utilities Director – Ted Credle) See attached information.....71

7. Consideration and Approval of various budget amendments
(Finance Director – Greg Siler) See attached information.....85

8. Advisory Board Appointment:

- a. Mark Lane has submitted an application for consideration to be reappointed to a third term on the Board of Adjustments an ETJ member and the Planning Board as an ETJ member.
- b. Connie Barbour has submitted an application for consideration to be appointed to a first term on the Appearance Commission
- c. Rachel Ayers has submitted an application for consideration to be appointed to a first term on the Historic Properties Commission.
- d. Doris Wallace has submitted an application for consideration to be appointed to a first term on the Board of Adjustment

(Town Clerk – Shannan Parrish) See attached information.....89

9. New Hire Report
(Human Resources Director – Tim Kerigan) See attached information.....99

Business Items

- 1. S-18-02 Last Investment LLC:** The applicant is requesting preliminary subdivision approval of a 110 lot residential development on approximately 100 acres of land located within an R-20A (Residential-Agricultural) zoning district. The property considered for preliminary subdivision approval is located on

southwest side of the intersection of Swift Creek Road and Cleveland Road and further identified as Johnston County Tax ID# 15I08020.
(Planning Director – Stephen Wensman) See attached information.....101

2. ANX-18-01 - Annexation Petition: Navaho Investment Company, LLC, is requesting to annex approximately 21.26 acres of land into the Town of Smithfield’s corporate limits. The property considered for annexation on Galilee Road about 1900 feet south of Black Creek Road, near West Smithfield Elementary School
(Planning Director – Stephen Wensman) See attached information.....143

3. Consideration and Approval to accept the upset bid amount of \$6,500.00 for property located at 916 Third Avenue
(Town Manager – Michael Scott) See attached information.....157

4. Bid Award to the John Deere Winterville dealership in the amount of \$44,542.51 for the purchase of a skid steer tractor for the Public Utilities’ Electric Department
(Public Utilities Director – Ted Credle) See attached information.....161

Councilmember’s Comments

Town Manager’s Report

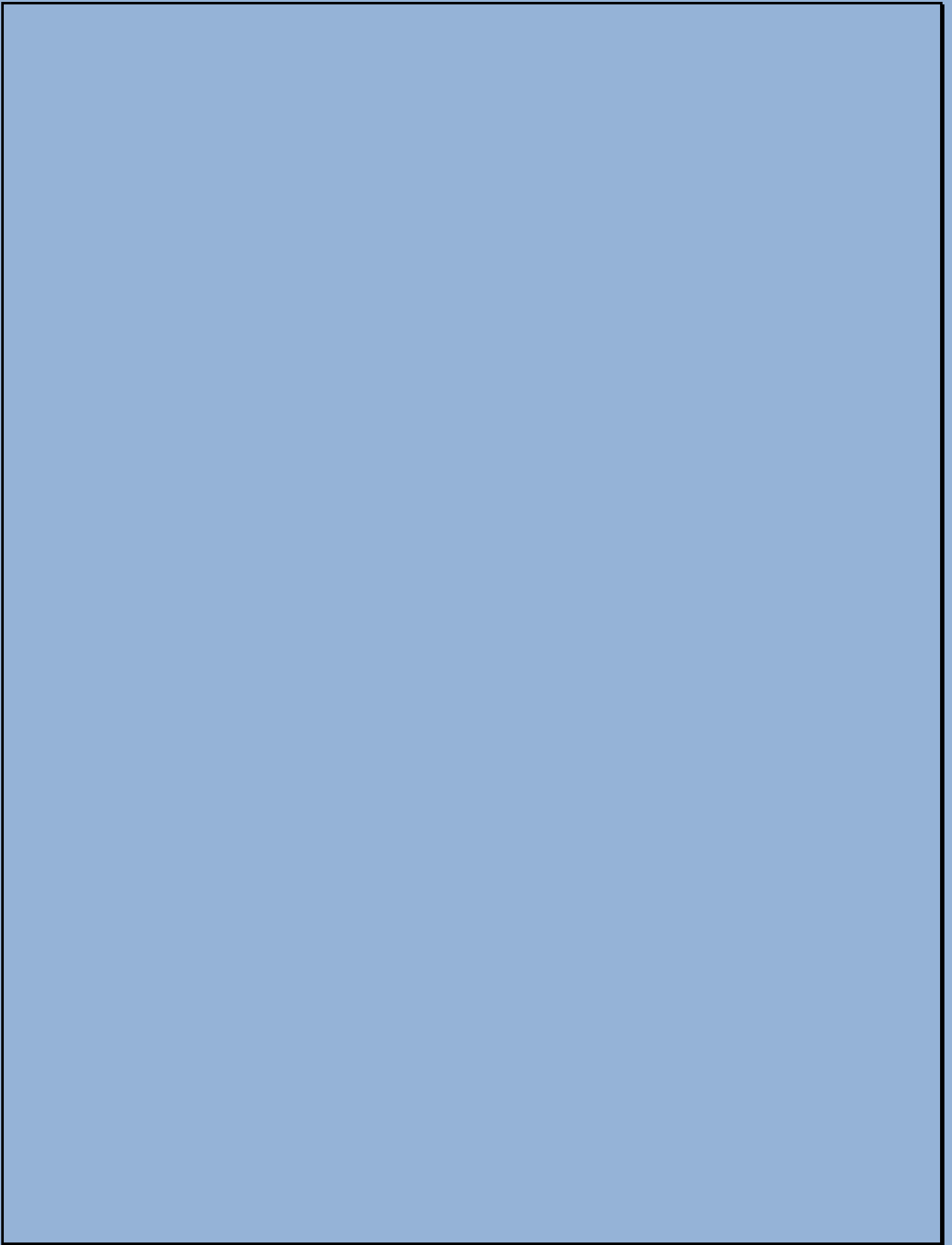
- Financial Report (See attached information).....173
- Department Reports (See attached information).....177
- Manager’s Report

Close Session Pursuant to NCGS 143-318.11 (a)(6) – To discuss a personnel matter.

Reconvene in Open Session

Adjourn

Public Hearings





Request for Town Council Action

**Public
Hearing: ZA-18-07**
Date: 12/04/2018

Subject: Unified Development Ordinance Text Amendment
Department: Planning
Presented by: Stephen Wensman, Planning Director
Presentation: Public Hearing

Issue Statement

The Town of Smithfield Planning Department is requesting an amendment to the Unified Development Ordinance (UDO) Article 9 to amend the nonconforming situations regulations as it pertains to the Board of Adjustments issuing permits.

Financial Impact

None

Action Needed

To review the zoning text amendment ZA-18-07, hold a public hearing, and make a decision whether to approve or deny the text amendment.

Recommendation

Planning Staff and the Planning Board recommend approval of the zoning text amendment ZA-18-07 with a consistency 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. Draft Ordinance Amendment
4. Application



Staff Report

Public **ZA-18-07**
Hearing
Date: **12/04/2018**

REQUEST:

The Town of Smithfield Planning Department is requesting an amendment to the Unified Development Ordinance (UDO) Article 9 to amend the nonconforming situations regulations as it pertains to the Board of Adjustments issuing permits.

ANALYSIS:

The Planning Board has created a subcommittee to review draft amendments to the UDO. The first meeting was held November 7th. At that meeting they reviewed several draft amendments including the Article 9 amendment which was previously reviewed and recommended for Town Council approval. The subcommittee reaffirmed the approval and this item is now before the Town Council for review and approval after a required public hearing.

Proposed Text Amendment.

In reviewing Article 9, the following issues were identified:

- The Board of Adjustments (BOA) does not issue permits (Article 3, Section 3.4.1 Powers and Duties).
- Section 9.5.4 essentially allows the BOA to issue a use variance through a permit. The BOA does not issue permits and is not allowed to issue use variances.

The zoning text amendment ZA-18-07 corrects these inconsistencies by deleting sections **9.5.4 and 9.6.2 and replaces the term, "use permit", with variance in respect to the Board of Adjustment's** approvals.

CONSISTENCY STATEMENT:

The zoning text amendment as proposed is consistent with the Town of Smithfield Comprehensive Growth Management Plan and other adopted plans, and the amendment is reasonable and in the public interest.

RECOMMENDATION:

Planning Staff and the Planning Board recommend approval of the zoning text amendment ZA-18-07 with a consistency 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.

**THE TOWN OF SMITHFIELD
UNIFIED DEVELOPMENT ORDINANCE
AMENDMENT CONSISTENCY STATEMENT
BY THE SMITHFIELD TOWN COUNCIL
ZA-18-07**

Whereas the Smithfield Town Council, upon acting on a zoning ordinance 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 ordinance 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 APPROVAL OF THE ORDINANCE AMENDMENT,

That the final action regarding zoning ordinance amendment ZA-18-07 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 regularly scheduled meeting of Town Council; 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 ordinance 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 at their regularly scheduled meeting. Therefore, the ordinance amendment is reasonable and in the public interest.

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

That the final action regarding zoning ordinance amendment ZA-18-07 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 ordinance amendment does not promote this and therefore is neither reasonable nor in the public interest.

DRAFT ORDINANCE # ZA-18-07
AN ORDINANCE TO AMEND THE TOWN OF SMITHFIELD
UNIFIED DEVELOPMENT ORDINANCE ARTICLE 9 AS IT
PERTAINS TO THE BOARD OF ADJUSTMENTS ISSUING
PERMITS.

WHEREAS, the Smithfield Town Council wishes to amend certain provisions in the Unified Development Ordinance by making changes to the Town of Smithfield Unified Development Ordinance as they pertain to the Board of Adjustments issuing permits.

WHEREAS, it is the objective of the Smithfield Town Council to have the UDO promote regulatory efficiency and consistency and the health, safety, and general welfare of the community;

NOW, THEREFORE, be it ordained that the following Articles are amended to make the following changes set forth in the deletions (strikethroughs) and additions (double underlining) below:

PART 1

[Revise Article 9, as it pertains to the Board of Adjustment issuing permits.]

9.2.3.9. Except for single-family residential structures (including manufactured homes), if the estimated cost of the reconstruction work exceeds 10 percent of the appraised value of the structure, the work may be done only after issuance of a ~~permit~~ variance by the Board of Adjustment. The Board shall issue the use permit if it finds that the work will be done in accordance with this paragraph and that the reconstructed building will not make the property more incompatible with the surrounding property than it was before the destruction occurred

...

~~**9.5.4.** If the intended change in principal nonconforming use is to another principal use that is also nonconforming in the district where the property is located, then the change in nonconforming use is permissible if the Board of Adjustment issues a permit authorizing the change. The Board of Adjustment may issue the permit if it finds, in addition to other findings that may be required by this Ordinance, that:~~

~~**9.5.4.1.** The use requested is one that is permissible in some zoning district with either a zoning or special use permit; and~~

~~**9.5.4.2.** All of the conditions applicable to the permit authorized in subsection 9.5.3 of this section are satisfied; and~~

~~**9.5.4.3.** The proposed development will have less of an adverse impact on those most affected by it, except for the applicant, and will be more compatible with the surrounding neighborhood than the use in operation at the time the permit is applied for.~~

~~An existing nonconforming use shall be discontinued within sixty (60) days of the date of approval of a change in nonconforming use. Subsequent to that time, such existing use shall become unlawful.~~

...

~~**9.6.1.** When a nonconforming use is (1) discontinued for a consecutive period of 180 days, or (2) discontinued for any period of time without a present intention to reinstate the nonconforming use, the property involved may thereafter be used only for conforming purposes. except as provided in paragraph 9.6.2 of this subsection.~~

~~**9.6.2.** The Board of Adjustment may issue a use permit to allow a nonconforming use that has been discontinued for more than 180 consecutive days to be reinstated if it finds that (1) the nonconforming use has been discontinued for less than two years, and (2) the discontinuance resulted from factors that, for all practical purposes, were beyond the control of the person maintaining the nonconforming use.~~

9.6.2. If the principal activity on property where a nonconformity other than a nonconforming use exists is (1) discontinued for a consecutive period of 180 days, or (2) discontinued for any period of time without a present intention of resuming that activity, then that property may thereafter be used only in conformity with all of the regulations applicable to the district in which the property is located, unless the Board of Adjustment issues a use permit variance to allow the property to be used (for a conforming purpose) without correcting the nonconformity. The Board shall issue such a use permit variance if it finds that (1) the nonconformity cannot be corrected without undue hardship or expense, and (2) the nonconformity is of a minor nature that does not adversely affect the surrounding property or the general public to any significant extent.

PART 2

That the Unified Development Ordinance shall be page numbered and revision dated as necessary to accommodate these changes.

PART 3

That these amendments of the Unified Development Ordinance shall become effective upon adoption.

Duly adopted this the ___ day of _____, 2018.

M. Andy Moore, Mayor

ATTEST

Shannan L. Parrish, Town Clerk



Request for Town Council Action

**Public
Hearing:** S-18-01
Date: 12/4/2018

Subject: Preliminary Subdivision Plat
Department: Planning
Presented by: Stephen Wensman, Planning Director
Presentation: Public Hearing

Issue Statement

Sam's Branch Development is requesting a Preliminary Subdivision Plat for East River; a proposed 298-315 lot residential Planned Unit Development at 1899 Buffalo Road.

Financial Impact

The Town will benefit by an increase in property tax base and additional sales tax.

Action Needed

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

Recommendation

The Planning Department and Planning Board recommend approval of the preliminary plat for the East River PUD subdivision with 11 conditions of approval.

Approved: Town Manager Town Attorney

Attachments:

1. Staff report
2. Application
3. Approved Master Plan
4. Preliminary Plat and Plans



Staff Report

**Public S-18-01
Hearing:**

Application Number: S-18-01
Project Name: East River
TAX ID number: 169520-80-0490
Town Limits/ETJ: ETJ/Petitioning for Annexation
Applicant: Sam’s Branch Development
Property Owner: Buffalo Road LLC
Agents: Donnie Adams, Adams and Hodge Engineering, PC

LOCATION: 1899 Buffalo Road (north of M.Durwood Stephenson Highway).

REQUEST: Sam’s Branch Development is requesting a Preliminary Subdivision Plat for East River; a proposed 298-315 lot residential Planned Unit Development on 67.88 acres.

SITE/DEVELOPMENT DATA:

Address: 1899 Buffalo Road
Tax ID: 169520-80-0490
Acreage: 67.88 acres
Present Zoning: R-8 Single, Two and Multi-Family Residential District, and WS IV-PA Water Supply Watershed Protection Overlay District
Existing Uses: Agricultural/Residential
Proposed Use: Single-family residential/Residential townhome PUD development.
Fire Protection: Town of Smithfield
School Impacts: Potentially adding students to the schools.
Parks and Recreation: Additional trails and parkland.
Access: Buffalo Road
Water and Sewer Provider: Town of Smithfield with Annexation
Electric Provider: Town of Smithfield with Annexation

ADJACENT ZONING AND LAND USES:

	Zoning	Existing Use
North	R20-A Residential/Agriculture	Agriculture/Residential
South	R20-A Residential/Agriculture/B-3 Business	Agriculture/Residential/Credit Union
East	R-10 Single-Family Residential	Vacant
West	R20-A Residential/Agriculture	Agriculture/Residential

PROJECT HISTORY/DESCRIPTION:

On April 3, 2018, the property was rezoned to Planned Unit Development with an approved master plan. The master plan was approved with the following conditions:

- 1) That a Traffic Impact Study be conducted and the PUD Master Plan be updated to reflect any recommended internal circulation design, site access location and design, external roadway and intersection design and improvements, traffic signal installation and operation including signal timing, and transit service improvements.
- 2) That the applicants submit a request for voluntary annexation prior to subdivision application if connection to Town water, sewer and electricity are to be requested with the subdivision.
- 3) That the developer obtains a NCDOT Right-of-Way Permit for the street accesses onto Buffalo Road.
- 4) That there be no single-family attached units located in the first or second phases of the development.
- 5) That any area to be dedicated for public parks or trails be identified on the PUD master plan.
- 6) That all changes resulting from Town review of the required subdivision and construction plan review process, including, but not limited to utility, tree preservation, landscaping, lighting, stormwater management, grading and erosion control plans will be incorporated into the PUD master plan and resubmitted for final approval by Town staff.
- 7) Any material change to the plan such as moving roads and lots deemed a material changes as result of the subdivision process will require a new PUD rezoning with an amended master plan.

Of these conditions, conditions 1 and 5 have been completed. Condition 2 will be completed prior to final plat approval. Condition 3 will be required prior to construction approval.

On July 9, the applicant made application for Preliminary Plat. Upon review, Staff identified a number of incomplete items, items needed to provide a complete review. The plans were resubmitted on September 26th and deemed complete.

EXISTING CONDITIONS:

The proposed development site is divided east-west by Buffalo Road. The west side consists of open farm land that slopes toward the Neuse River. The west side is surrounded by the Neuse River on the west, and agricultural/residential properties to the north and south. The east side of the development site is surrounded by a smaller residential property to the north, a vacant forested site to the east, and a smaller residential property and the SCEC Credit Union site to the south. A gas line easement crosses along the north boundary of the property. A drainage way, blue line stream, crosses the southwest boundary of the site within the tree line near the Neuse River. The low land and steeper slopes near the Neuse River are covered with a mostly deciduous forest. There is a drainage way that flows from the home site across the open field towards a small pond/wetland near the Neuse River in the forested area. Near Buffalo Road, surrounded by open field is a single family home with a few smaller accessory buildings and large trees.

The portion of the site east of Buffalo Road consists of mixed forest with a smaller area of farm fields and another smaller residential site with mature trees. Within the forested area is a small wetland-pond. The site slopes away from Buffalo Road towards the northeast and the pond.

PRELIMINARY PLAT/PLANS ANALYSIS:

The applicant has submitted the following required drawings/documents for review:

- Existing Conditions PD01
- Adjacent Owners PD02
- Master Plan PD03
- Pedestrian and Vehicular Routing PD04
- Phasing Plan PD05
- Preliminary Plat PD06 and PD07
- Preliminary Utility Plan PD08 and PD09
- Preliminary Grading Plan PD10
- Preliminary Tree Preservation Plan
- Preliminary Lighting Plan PD11 and PD12
- Preliminary Plat Regulatory Standards PD13
- Stormwater Management Plan

Unit Type/Density. Consistent with the approved master plan for the PUD, the proposed development will be a mix of single family detached residential and attached single family residential (townhomes); triplex and row houses. There will be up to 280 single family homes of which up to 76 of them may be attached units (triplexes). There will be up to 35

townhouse units on the east side of Buffalo Road. With the master plan approval, the developer reserved the right to replace the detached single family units with the townhome units with each phase, except for phases 1 and 2. The Town Council placed a condition on the development that the attached single family units are prohibited in the first and second phases of the development. The master identified **“typical” details for each type** of unit on **a “typical” lot, but** did not identify specific locations for the attached single family (triplex). The developer indicated that the price of the finished homes will range from \$150,000-\$200,000.

Environmental. The proposed development site is outside of the floodplain and there should be no environmental threats. The Neuse River and a blue line stream on the south edge of the site will require buffering. As a result of being in the WS IV-PA Water Supply Watershed Protection Overlay District and utilizing the high density option, the buffers are increased from 50 feet to 100 feet. The proposed greenway trail along the Neuse River is proposed to cross the blue line stream along the southern property boundary near the Twisdale property.

Water Supply Watershed Protection Overlay District. Much of the proposed PUD development is within the WS IV-PA Overlay District. This overlay district provides an extra layer of regulation intended to protect the water supply watershed from pollution caused primarily from stormwater runoff. Within the WS IV-PA lot sizes are limited to ½ acre lots, unless cluster subdivision standards are followed (UDO Section 7.34). Impervious surfaces are limited to 24% unless the High Density Option is utilized (UDO Section 10.92.6.2.3). With the High Density Option, higher level of stormwater management controls is required. The proposed development is proposing lots smaller than ½ acre in size and will be utilizing the cluster subdivision standards, although modified through the PUD.

Cluster Subdivision Standards. The proposed development is subject to the Supplementary Standards for Cluster Subdivision (UDO Section 7.34) with some exceptions. The development is in compliance with the cluster requirements.

- Required open space is 1,167,409 sq. ft., less the stormwater management and lift station areas is equal or greater to the reduction of the lot sizes from the underlying zoning district requirements.
- Under the Cluster regulations, lot size cannot be less than 4,800 sq. ft. (60% of 8,000) (UDO Section 7.34.4.1). Many of the lots are under 4,800 sq. ft. in size:
 - Single-family Detached – 3,145 sq. ft.
 - Single family attached (tri-plex) units – 2,000 sq. ft.
 - Townhome units – 1,400 sq. ft.

The Council approved this deviation from the cluster provisions with the approval of the PUD master plan.

- Minimum lot width and lot frontage cannot be less than 40 feet. Many of the lots are less than 40 feet wide (UDO Section 7.34.4.2) (UDO Section 7.34.4.3):
 - Single-family detached – 37 ft.
 - Single family attached (tri-plex) units – 25 ft.
 - Townhome units – 17.5 ft.

The Council approved this deviation from the cluster provisions with the approval of the PUD master plan.

- The side yard setbacks cannot be less than 6 feet. If a zero lot line lot, the other setback is required to be 12 feet. A zero lot line cannot be more than one side of the lot. The development proposes:
 - Single-family detached – 5 ft.
 - Single family attached (tri-plex) units – 0 ft. on two sides/6 ft.
 - Townhome units – 0 ft. on two sides/6 ft.

The Council approved this deviation from the cluster provisions with the approval of the PUD master plan.

- The building separation minimum is 12 ft. The proposed development is proposing a 10 ft. building separation (UDO Section 7.34.4.7). The Council approved this deviation from the cluster provisions with the approval of the PUD master plan.

State Road Dedication and Access. The proposed development takes access off of Buffalo Road in two locations on the west side and one on the east side. The Buffalo Road R/W is presently 60 feet wide. The developer is showing dedication of additional 100 feet. The master plan does not show any proposed improvements such additional travel lanes, turn lanes or pedestrian facilities in the NCDOT R/W. These improvements will be undertaken by NCDOT and the improvements have not yet been designed. NCDOT has reviewed the preliminary plat and has no objections. They will perform a more in depth review with the application for a NCDOT Access Permit.

Traffic Impact Study. A traffic impact study was conducted by Ramey-Kemp & Associates and studied the potential traffic impacts of the development. The study concluded that all the study area intersections (including the proposed site driveways) are expected to operate at acceptable levels-of-service under existing and future year conditions. The report provided recommendations for turn lanes and traffic control throughout the study area.

Streets. The subdivision shows a mix of 50 foot and 60 foot wide public R/W. The outer loop road on the west side of the development is shown as a 60 foot R/W, whereas, the **remainder of the R/W is proposed to be 50 feet wide. The streets appear to be 24' wide** with mountable valley curb.

The west side of subdivision consists of three long streets running in a north-south direction and two running east-west from the intersections on buffalo road. There are two cul-de-sacs, one identified in the first phase of the development and another in the sixth phase. The east side of the subdivision consists of a looped road surrounding an open green space and a private road leading to the row-type single-family attached townhouses.

Sidewalks. Sidewalks are shown on both sides of each street throughout the development. The UDO only requires sidewalks on one side. Sidewalks are required along Buffalo Road; however the developer is proposing a **10'** trail rather than a sidewalk that weaves in and out of the Buffalo Road right-of-way along both frontages. Sidewalk crosswalks are shown as being striped for pedestrian safety throughout the development.

Trails. The preliminary plat shows private and public trails. The public trails parallel the Neuse River in open space, and along both sides of Buffalo Road. There is also a trail running perpendicular to Buffalo Road connecting the Neuse River Trail to the Buffalo Road trail through the center of the development. The plan is configured such that either the trail along the Neuse River or Buffalo road can be designated as the Mountains to Sea Greenway route.

The preliminary plat shows the public trail along the Neuse River as accessing the Street D cul-de-sac, then continuing as a shared sewer pump station access road. Public Utilities, Parks and Recreation and the Planning Department are uncomfortable with this configuration because utility trucks will block greenway when maintaining lift station and because the configuration invites pedestrians, bikes and strollers to pump station which is a security risk and uninviting as a trail feature. The public trail along the Neuse River does not extend to the north and south boundaries of the site, however, a public trail easement does. If in the future the Mountains to Sea Trail reach this development, the missing trail segments can be constructed at that time within the provided public trail easements. The trail easement on the south will cross a blue line stream and associated buffer area. The trail easement on the north side will cross a Piedmont Natural Gas easement which will require a permit from the gas company prior to constructing the trail segment. The developer is proposing that these trails would be public, but maintained by the HOA.

Trail street crossings are shown as being striped for pedestrian safety throughout the development.

Trails in the Right of Way of Buffalo Road will require an NCDOT permit.

Parks Dedication. According to Park Dedication Requirements of the UDO, Section 10.112.3, at least one fifty-seventh of an acre (1/57) shall be dedicated for each dwelling unit planned or provided for in the subdivision plan, or a fee in lieu of park land dedication. No parkland has been identified in the comprehensive plan for this area, and no parkland has been proposed. For 298-units, fee in lieu of 5.22 acres of dedication or fee in lieu will be required. If the number of units increases, the fee will increase correspondingly. The fee in lieu will be due prior to recording the final plat, based on the number of lots within each platted phase.

Private Park Facilities. The PUD narrative mentions the development of pocket parks within the common open space. The proposed pocket parks are shown as long green strips between rows of homes. The developer indicates that the pocket parks will include paved pedestrian trails and attractive landscaping that may be used for soccer, football, corn hole, horseshoes, fire pits and cook outs.

Public Utilities. The applicant is planning to petition for Town annexation. With annexation, the development would have Town water, sewer and electrical service. The developer is estimating waste water flow for the development to be 113,400 gallons per day. According to the developer, the development is expected to be completed in 9 phases with phases 1, 2, 7, 8 & 9 to be serviceable by connection to the existing gravity sewer line along Buffalo Rd. The remaining phases are anticipated to require a wastewater

pump station located just beyond the Street D cul-de-sac in Phase 6. The wastewater pump station will be required to meet Town standards with appropriate public access for maintenance. The access to the pump station is shown as shared with the public trail. Staff has conditioned the approval on having a separation of the trail and the pump station access (see Trails above).

Public water is available to the site via an existing 12" water main along Buffalo Rd. Connections to the existing 12" main will be made and extended throughout the development. This level of inner-connectivity shall provide for adequate domestic water as well appropriate fire protection flow.

Stormwater Management. The applicant has indicated that the High Density Option for development within the WS-IV-PA requiring enhance stormwater management. Stormwater runoff control measures are required to address peak flow reduction and nitrogen reduction. The developer intends to utilize the existing pond near the Neuse River as a stormwater management feature. The developer intends to utilize the existing pond without modification until construction of Phase 3 of development. As part of the Phase 3 development, the developer plans to modify the existing pond to meet the design requirements of DEQ and the Town. Staff does not agree that the existing pond can be used at the Phase 1 and Phase 2 development stage without improvement unless the actual recorded property at each phase of development yields an impervious surface computation of 15% or less. This issue remains in discussion with the applicant. Pond maintenance access meeting Town standards and an executed Operations and Maintenance Agreement are required.

Landscaping. There are no specific landscaping standards for residential development. No landscape plan has been provided. The master plans shows, very conceptually, that landscaping will be provided within the common open space. The master plan indicates the development will include a **+/-50' perimeter landscaped Type A buffer.** The road section details show street trees in the R/W. Street trees are not permitted over utility lines and any trees in the public right of way will be the responsibility of the HOA for maintenance, removal or replacement. Trees are not permitted within the PSNC gas line easement along the north edge of the development.

Parking. Single family residential requires 2 parking stalls per unit. This requirement will easily be accommodated with the garages and driveways. The Multifamily dwellings require 1.5 spaces per 1 bedroom units, 1.75 spaces per unit for 2 bedroom units, and 2 spaces for 3 or more bedroom units. The 30 townhomes shown in phases 8 and 9 have 55 parking stalls. The exact number of bedrooms in each unit is unknown. Parking requirements will be determined when the townhomes are proposed for construction. Throughout the development overflow parking for guests will be limited given the narrow lots and frequency of driveways.

Lighting. A preliminary lighting plan has been provided.

Phasing. The developer proposes to construct the subdivision over 9 phases (approximately 40 units per phase), one phase per year depending on the market. The approximate phase lines were shown on the approved master plan but are subject to

change based on market conditions. As proposed, the replacement of single family detached units with single family attached units will be with each phase, and depend on the market with the restriction that no townhome units be constructed within phase 1 or 2. The necessary infrastructure is proposed to be constructed as needed for each phase and designed for build-out.

Homeowners Association Documents. The development will be a maintenance free development with the HOA responsible for maintenance of yards and shared open space and amenities. Submittal of deed restrictions and covenants will be required with this development to address among other items, a statement of compliance with state local and federal regulations, and operation and maintenance of shared open space, amenities and stormwater management facilities. These documents have not been provided as required. They will require Town Attorney review prior to recordation.

Signs. The applicant is proposing entrance signs at all three entrances to the subdivision. Any new signs shall be permitted in accordance with the Town of Smithfield Unified Development Ordinance prior to construction and will require a separate sign permit from the Planning Department.

PLANNING BOARD REVIEW AND RECOMMENDATION:

The Planning Board reviewed the preliminary plat at their November 1, 2018 meeting. The Board raised concerns about two issues:

- The lack of on-street parking and emergency vehicles access with on-street parking.
- The greenway trail cutting through the Street D cul-de-sac

The Planning Board recommended approval of the preliminary **plat with staff's** recommended nine conditions and two additional conditions addressing their concerns.

RECOMMENDATION:

The Planning Department and Planning Board recommend approval of the preliminary plat for the East River PUD subdivision with the following conditions:

- 1) That the final plat be contingent on the execution of an annexation agreement with the Town of Smithfield.
- 2) That the developer obtains a NCDOT Right-of-Way Permit for the street access onto Buffalo Road prior to construction approval.
- 3) That the developers dedicate additional right-of-way for Buffalo Road as required by NCDOT.
- 4) That Homeowners Association deed restrictions and covenants will be submitted for Town Attorney review to address among other items, a statement of compliance with state local and federal regulations, and operation and maintenance of shared open space, amenities and stormwater management

facilities. These documents will require Town Attorney approval prior to recordation.

- 5) That there are no attached single family residential units within phases 1 or 2 as identified on the approved master plan phasing plan.
- 6) That a park dedication fee in lieu of parkland be paid prior to recording the final plat approval of each phase of the development consistent with Article 10, Section 10.112.8.
- 7) That the public trail is constructed and easements be dedicated for trails adjacent to each phase with the final plat of that phase consistent with the preliminary plat.
- 8) That the public trail in the cul-de-sac of Street D be modified such that it is independent of the sanitary sewer pump station access way.
- 9) The utilities shall be designed such that that extension can be made conveniently and without undue burden or expense to serve future adjacent development.
- 10) The developer will work with staff to incorporate overflow parking areas into each phase of development.
- 11) The greenway trail shall go around the cul-de-sac rather than through it.

RECOMMENDED ACTION:

Staff and the Planning Board respectfully request that the Council review the Preliminary Subdivision Plat, hold a public hearing, and make a recommendation whether to approve, approve with conditions, or to deny the preliminary plat.



APPLICATION FOR SITE PLAN/SUBDIVISION REVIEW

Date Submitted: December 1, 2017 NCPIN: 169520-80-0490

Applicant: ADAMS AND HODGE ENGINEERING, PC Property Owner: FRANK LEE

Address: 335 ATHLETIC CLUB BLVD Address: PO BOX 148
CLAYTON, NC 27527 SMITHFIELD, NC 27577

Project Contact: DONNIE ADAMS, PE Phone: N/A

Phone: 919-763-7278 Fax: N/A

Fax: N/A Zoning: R8

Location: 1899 Buffalo Road Smithfield NC Linear Footage of Proposed Streets: 8,000 LF
Adjacent to NCSECU

No. of Lots Proposed: 325 Average Lot Sizes: 4,356 SF

Existing Impervious Surface Area: N/A Proposed Impervious Surface Area: 2,069,796 SF

Total Acreage 67.88 Acres Total Disturbed Area: 2,265,120 SF

Project Name: Buffalo Road Tract

Street Name(s): _____
(Continue on additional sheet, if necessary)

Estimate of Water Allocation Required: 116,640 GPD

Estimate of Sewer Allocation Required: 116,640 GPD

Type of Project: (check one)

- Exempt Subdivision (Submit 2 paper copies)
- Minor Subdivision (Submit 2 paper copies)
- PUDS MASTER PLAN Major Subdivision (Submit 6 paper copies)
- Recombination (Submit 2 paper copies)
- Site Plan (Submit 6 paper copies)

Application Fee:

Minor Subdivision	(\$50.00) + \$5.00 a lot (\$55.00 min)	
Major Subdivision	(\$250.00) + \$5.00 a lot (\$255.00 min)	<u>\$250.00</u>
Total Number of Lots	<u>325</u> x \$5.00/lot	<u>\$1,625.00</u>
Site Plan	(\$150.00) + \$50.00 an acre (\$200.00 min)	
		Total	<u>\$1,875.00</u>

File Number _____

OWNER'S CONSENT FORM

Name of Project: Buffalo Road Tract Submittal Date: 12-01-2017

OWNERS AUTHORIZATION

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

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

[Signature]
Signature of Owner

W. Franklee
Print Name

12/6/17
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] Adams & Hodge Engineering
Donald C. Adams, Jr.
Signature of Owner/Applicant Print Name

12/6/2017
Date

FOR OFFICE USE ONLY

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



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

SPECIAL USE PERMIT APPLICATION

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

Special Use Permit applications must be accompanied by nine (9) sets of the application, nine (9) sets of required plans and one (1) digital copy of all required documents, an Owner's Consent Form (attached) and the application fee. The application fee is \$300.00. All fees are due when the application is submitted.

SITE INFORMATION:

Name of Project: Buffalo Road Tract Acreage of Property: 67.88
 Parcel ID Number: 169520-80-0490 Tax ID: 14075013
 Deed Book: 3556 Deed Page(s): 0084
 Address: 1899 Buffalo Road Smithfield, NC 27577
 Location: Adjacent to NCSECU

Existing Use: Farm Land Proposed Use: PUD
 Existing Zoning District: R8

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

FOR OFFICE USE ONLY

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

REQUIRED FINDING OF FACT

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

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

The development has been designed such that it will not be detrimental to or endanger or general welfare.

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

This project combines the walkability of the Downtown Smithfield residential areas with a significant amount of open space. Some of the old and some of the new.

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

The project combines the walkability of the Downtown Smithfield residential areas with significant amount of open space. Some of the old and some of the new.

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

There are available facilities and services in the area to serve the proposed development

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

This development has been designed to promote traffic flow and avoid congestion with

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

After researching the UDO, this development was designed to follow the requirements and policies of the Town.

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

After researching the UDO, this development was designed to follow the requirements and policies of the Town.

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

Yes, the proposed use will be in conformity with the land use plan, thoroughfare plan, and adopted by Town Council.

REQUIRED SITE PLAN INFORMATION

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

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

APPLICANT AFFIDAVIT

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

Adams & Hodge Engineering

Donald C. Adams, Jr.
Print Name


Signature of Applicant

12/6/2017
Date

MASTER PLAN

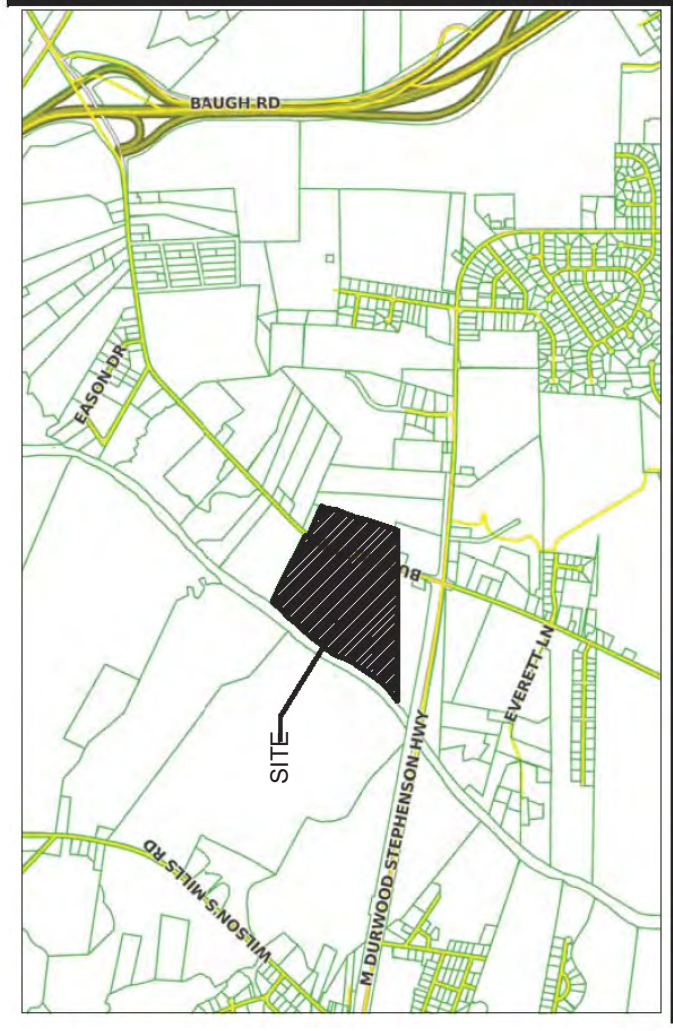
EAST RIVER PUD

TOWN OF SMITHFIELD

SHEET INDEX

SHEET TITLE	SHEET No.
EXISTING CONDITIONS.....	PD01
ADJACENT OWNERS.....	PD02
MASTER SUBDIVISION PLAN.....	PD03
PEDESTRIAN & VEHICULAR ROUTING.....	PD04
PHASE MAP.....	PD05
PRELIMINARY PLAT SITE PLAN-1.....	PD06
PRELIMINARY PLAT SITE PLAN-2.....	PD07
PRELIMINARY PLAT UTILITY PLAN-1.....	PD08
PRELIMINARY PLAT UTILITY PLAN-2.....	PD09
PRELIMINARY PLAT GRADING PLAN.....	PD10
PRELIMINARY PLAT LIGHTING PLAN-1.....	PD11
PRELIMINARY PLAT LIGHTING PLAN-2.....	PD12
PRELIMINARY PLAT REGULATORY STANDARDS.....	PD13

SITE VICINITY MAP
NOT TO SCALE



DEVELOPER/APPLICANT:
 SAM'S BRANCH DEVELOPMENT
 114 W. MAIN ST
 CLAYTON, NC 27520
 CONTACT/AGENT: DONNIE C. ADAMS, PE
 919 763-7278



PLANNING DEPARTMENT
 Stephen Wensman, ACP, PLA
 Planning Director

April 4, 2018
 Donnie Adams
 Adams and Hodge Engineering, PC
 314 E Main Street
 Clayton, NC 27520

RE: Rezoning Approval for Buffalo Road Tract Subdivision.

Dear Mr. Adams:

The Town Council approved your request for rezoning of the property located at 1899 Buffalo Road with the Tax ID 189520-80-0490 to Planned Unit Development (PUD). Along with the approval, the Town Council approved the PUD Master plan with the following conditions:

- 1) That a Traffic Impact Study be conducted and the PUD Master Plan be updated to reflect any recommended internal circulation design, site access location and design, external roadway and intersection design and improvements, traffic signal installation and operation including signal timing, and final service improvements.
- 2) That the applicant submit a request for voluntary annexation prior to subdivision application if connection to Town water, sewer and electricity are to be requested with the subdivision.
- 3) That the developer obtains a NCDOT Right-of-Way Permit for the street accesses onto Buffalo Road.
- 4) That there be no single-family attached units located in the first or second phases of the development.
- 5) That any area to be dedicated for public parks or trails be identified on the PUD master plan.
- 6) That all changes resulting from Town review of the required subdivision and construction plan review process, including, but not limited to utility, tree preservation, landscaping, lighting, stormwater management, grading and erosion control plans will be incorporated into the PUD master plan and resubmitted for final approval by Town staff.

309 E. Main Street P.O. Box 761, Smithfield, NC 27577
 919-924-2116 Fax 919-924-1124

7) Any material change to the plan such as moving roads and lots deemed a material change as result of the subdivision process will require a new PUD rezoning with an amended master plan. Additionally, the Town Council waived the Unified Development Ordinance (UDO) requirements for street connectivity found in Article 10, Section 10.109.

I look forward to working with you in the next steps of the development process to revise the master plan and subdivision submittal, and to create a successful project and neighborhood in the Town of Smithfield.

Sincerely,

 Stephen Wensman,

314 E. Main Street
 Clayton, NC 27520
 919-243-1332
 donnie@adamsandhodge.com
 FIRM # C-4187

EAST RIVER PUD

SMITHFIELD, JOHNSTON COUNTY, NC

JANUARY 05, 2018

APPROVED APRIL 4, 2018

AUGUST 07, 2018 REVISED PER TOS COMMENTS
 SEPTEMBER 19, 2018 REVISED PER TOS COMMENTS
 *OCTOBER 26, 2018 REVISED PER TOS COMMENTS

PRELIMINARY

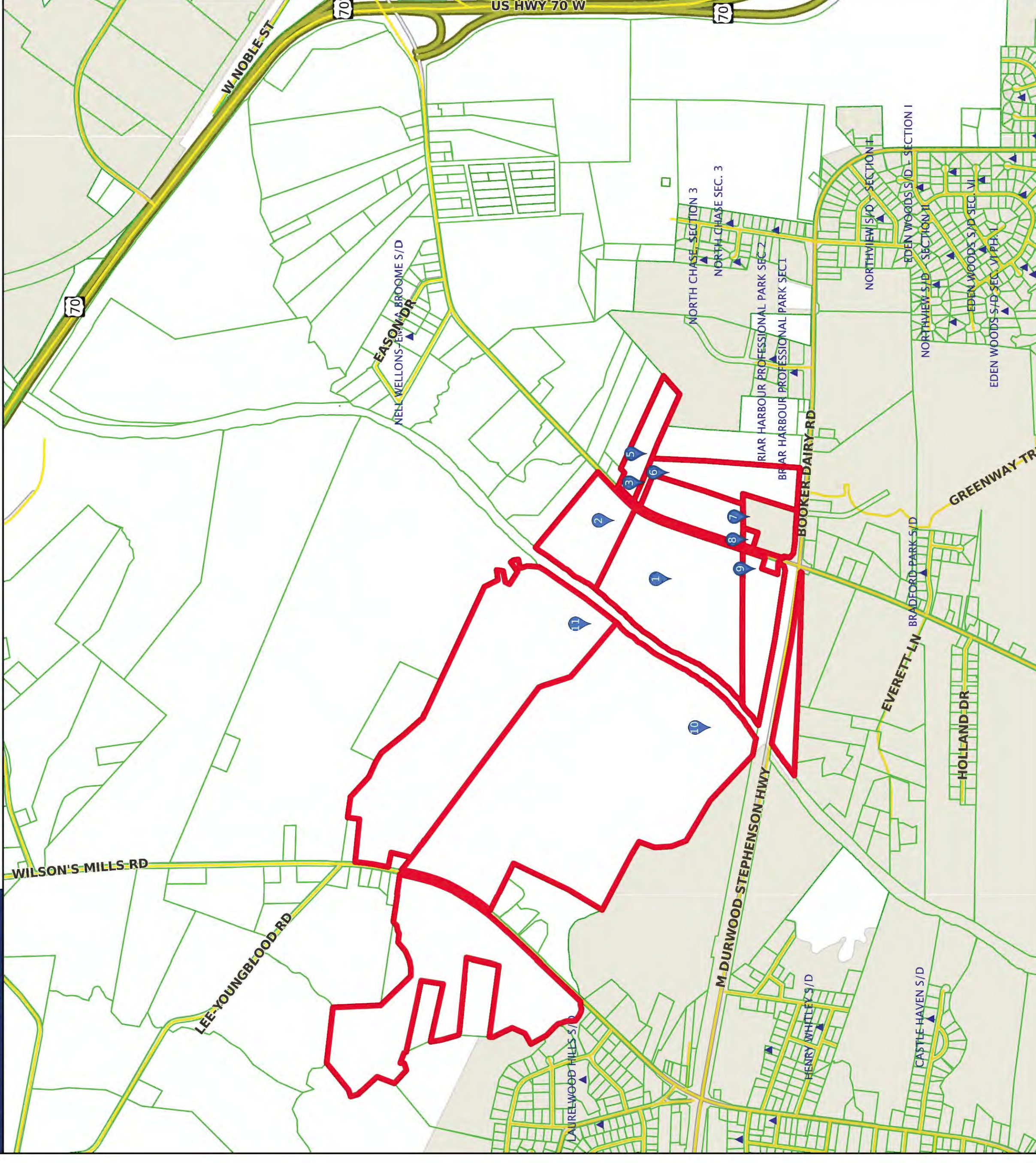


REVISED
 7:48 am, Oct 30, 2018



*** DISCLAIMER ***

Johnston County assumes no legal responsibility for the information represented here.



Result 1
 Id: 14075013
 Tag: 14075013
 Tax Unique Id: 4638081
 NCPin: 169520-80-0490
 Mapsheet No: 169520
 Owner Name 1: LEE, WILLIAM FRANK
 Owner Name 2:
 Mail Address 1: P O BOX 148
 Mail Address 2: SMITHFIELD, NC 27577-0148
 Site Address 1: 1899 BUFFALO RD
 Site Address 2: SMITHFIELD, NC 27577-
 Book: 03556
 Page: 0064
 Market Value: 24720
 Assessed Acreage: 18.8
 Calc. Acreage: 67.88
 Sales Price: 1836000
 Sale Date: 2008-06-03

Result 2
 Id: 14075014
 Tag: 14075014
 Tax Unique Id: 4638084
 NCPin: 169520-81-9389
 Mapsheet No: 169520
 Owner Name 1: TWISDALE, JOHN WYATT JR.
 Owner Name 2: TWISDALE, WYATT THOMAS
 Mail Address 1: 1616 NESFIELD PL
 Mail Address 2:
 Site Address 1: 2117 BUFFALO RD
 Site Address 2: SMITHFIELD, NC 27577-
 Book: 03021
 Page: 0175
 Market Value: 19280
 Assessed Acreage: 15.74
 Calc. Acreage: 19.574
 Sales Price: 0
 Sale Date: 2017-09-05

Result 3
 Id: 14075020C
 Tag: 14075020C
 Tax Unique Id: 4678040
 NCPin: 169520-90-4736
 Mapsheet No: 169520
 Owner Name 1: LEE, ANN FLOWERS
 Owner Name 2:
 Mail Address 1: 2172 BUFFALO RD
 Mail Address 2:
 Site Address 1: SMITHFIELD, NC 27577-0000
 Site Address 2: SMITHFIELD, NC 27577-
 Book: 01179
 Page: 0662
 Market Value: 132400
 Assessed Acreage: 9
 Calc. Acreage: 9.02
 Sales Price: 0
 Sale Date: 1990-08-29

Result 4
 Id: 14075020
 Tag: 14075020
 Tax Unique Id: 4719830
 NCPin: 260503-00-1738
 Mapsheet No: 260503
 Owner Name 1: LEE, ANN FLOWERS
 Owner Name 2:
 Mail Address 1: 2172 BUFFALO RD
 Mail Address 2:
 Site Address 1: SMITHFIELD, NC 27577-0000
 Site Address 2: SMITHFIELD, NC 27577-
 Book: 0662
 Page: 0662
 Market Value: 132400
 Assessed Acreage: 9
 Calc. Acreage: 9.02
 Sales Price: 0
 Sale Date: 1990-08-29

Result 5
 Id: 14075020
 Tag: 14075020
 Tax Unique Id: 4719830
 NCPin: 260503-00-1738
 Mapsheet No: 260503
 Owner Name 1: LEE, ANN FLOWERS
 Owner Name 2:
 Mail Address 1: 2172 BUFFALO RD
 Mail Address 2:
 Site Address 1: SMITHFIELD, NC 27577-0000
 Site Address 2: SMITHFIELD, NC 27577-
 Book: 01179
 Page: 0662
 Market Value: 132400
 Assessed Acreage: 9
 Calc. Acreage: 9.02
 Sales Price: 0
 Sale Date: 1990-08-29

Result 6
 Id: 14075021D
 Tag: 14075021D
 Tax Unique Id: 4678372
 NCPin: 169408-99-6734
 Mapsheet No: 169408
 Owner Name 1: SILVA, RUTH M
 Owner Name 2:
 Mail Address 1: 12 HAZELWOOD CT
 Mail Address 2:
 Site Address 1: SMITHFIELD, NC 27577-4000
 Site Address 2:
 Book: 04914
 Page: 0256
 Market Value: 53570
 Assessed Acreage: 16.08
 Calc. Acreage: 15.76
 Sales Price: 0
 Sale Date: 2017-02-22

Result 7
 Id: 14075023C
 Tag: 14075023C
 Tax Unique Id: 169408-89-9524
 NCPin: 169408-89-9524
 Mapsheet No: 169408
 Owner Name 1: STATE EMPLOYEES CREDIT UNION
 Owner Name 2:
 Mail Address 1: PO BOX 26807
 Mail Address 2:
 Site Address 1: 401 BOOKER DAIRY RD
 Site Address 2: SMITHFIELD, NC 27577-
 Book: 03820
 Page: 0980
 Market Value: 224490
 Assessed Acreage: 24.64
 Calc. Acreage: 47.72
 Sales Price: 0
 Sale Date: 2011-04-04

Result 8
 Id: 14075023
 Tag: 14075023
 Tax Unique Id: 169408-89-9524
 NCPin: 169408-89-9524
 Mapsheet No: 169408
 Owner Name 1: LARRY B HILL REVOCABLE TRUST
 Owner Name 2:
 Mail Address 1: HILL, LARRY B TRUSTEE
 Mail Address 2:
 Site Address 1: 1812 BUFFALO RD
 Site Address 2: SMITHFIELD, NC 27577-
 Book: 03820
 Page: 0980
 Market Value: 76280
 Assessed Acreage: 24.64
 Calc. Acreage: 47.72
 Sales Price: 0
 Sale Date: 2010-03-10

Result 9
 Id: 14075012
 Tag: 14075012
 Tax Unique Id: 169408-79-7413
 NCPin: 169408-79-7413
 Mapsheet No: 169408
 Owner Name 1: TWISDALE, JOHN W
 Owner Name 2:
 Mail Address 1: 1755 BUFFALO RD
 Mail Address 2:
 Site Address 1: 1791 BUFFALO RD
 Site Address 2: SMITHFIELD, NC 27577-
 Book: 01867
 Page: 0707
 Market Value: 194220
 Assessed Acreage: 24.64
 Calc. Acreage: 24.64
 Sales Price: 0
 Sale Date: 1999-09-09

Result 10
 Id: 17K09008
 Tag: 17K09008
 Tax Unique Id: 169519-61-0427
 NCPin: 169519-61-0427
 Mapsheet No: 169519
 Owner Name 1: WILSON 1905 FAMILY LIMITED PARTNERSHIP
 Owner Name 2:
 Mail Address 1: 101 E JOHNSTON ST
 Mail Address 2:
 Site Address 1: SMITHFIELD, NC 27577-4559
 Site Address 2:
 Book: 04080
 Page: 0790
 Market Value: 25940
 Assessed Acreage: 25.67
 Calc. Acreage: 25.67
 Sales Price: 0
 Sale Date: 2012-02-15

Result 11
 Id: 17K09005
 Tag: 17K09005
 Tax Unique Id: 4632018
 NCPin: 169500-62-8888
 Mapsheet No: 1695
 Owner Name 1: MELLIPHILL LLC
 Owner Name 2:
 Mail Address 1: 2123 WILLOW HILL LN
 Mail Address 2:
 Site Address 1: CLAYTON, NC 27520
 Site Address 2:
 Book: 0446
 Page: 0446
 Market Value: 385930
 Assessed Acreage: 101.8
 Calc. Acreage: 101.64
 Sales Price: 0
 Sale Date: 2015-03-25

PRELIMINARY

REVISED
3:46 pm, Aug 09, 2018

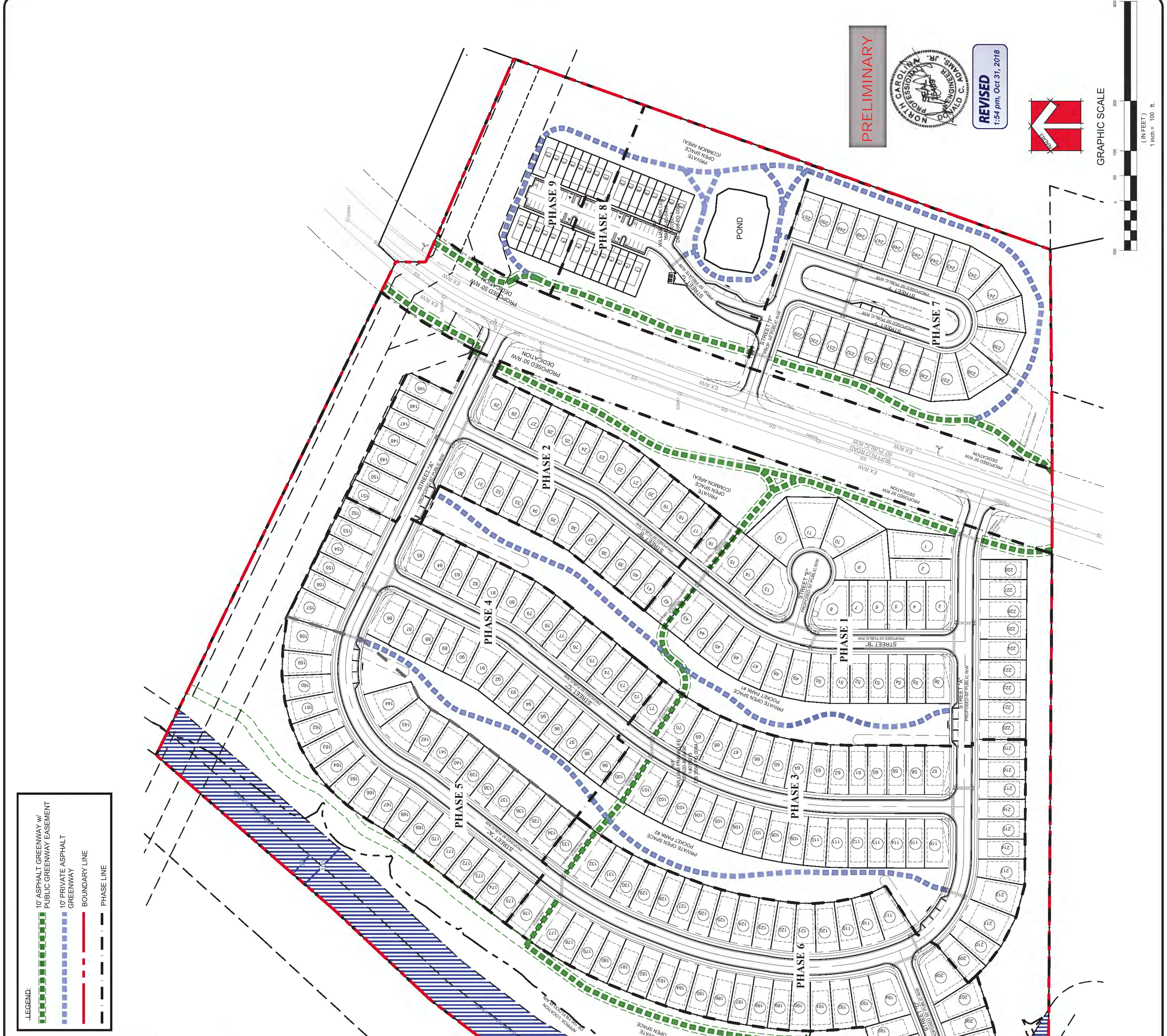
REVISIONS
 314 East Main Street
 Clayton, NC 27520
 adam@adamsandhodge.com
 919-242-1312
 FIRM # C-4187

ADAMS & HODGE
 ENGINEERING, PC



EAST RIVER PUD
 SMITHFIELD, JOHNSTON COUNTY, NC

ADJACENT OWNERS
 DESIGN: DDA
 DRAWN: AOS
 CHECKED: DDA
 HORIZONTAL SCALE: SEE CHANGING SCALE
 VERTICAL SCALE: N/A
 DATE: 07/09/2018
 JOB No: 18-044
 SHEET: PD02



EAST RIVER MASTER DEVELOPMENT CHART

PHASE	AREA OF PHASE	% OF OVERALL SITE	NUMBER OF LOTS	RIGHT OF WAY	RIPIARIAN BUFFERS & FLOOD PLAIN	MANAGED OPEN SPACE	IMPERVIOUS AREA	PERVIOUS AREA	STATUS OF PHASE
OVERALL SITE	64.95 AC		MAX 315/ SHOWN 281	9.81 AC	6.58 AC	28.72 AC	22.95 AC	42.01 AC	APPROVED MASTER PLAN
PHASE 1	26.93	41.46%	40	1.61	6.58	21.16 (79%)	3.83 (14%)	23.10 (86%)	SUBMITTED
PHASE 2	4.02	6.19%	32	1.17	0	0 (0%)	2.46 (61%)	1.56 (39%)	NOT YET SUBMITTED
PHASE 3	6.73	10.36%	43	1.36	0	1.32 (20%)	3.07 (46%)	3.66 (54%)	NOT YET SUBMITTED
PHASE 4	5	7.70%	34	1	0	0.85 (17%)	2.64 (53%)	2.36 (47%)	NOT YET SUBMITTED
PHASE 5	3.77	5.80%	29	0.9	0	0.13 (3%)	2.12 (56%)	1.66 (44%)	NOT YET SUBMITTED
PHASE 6	6.6	10.16%	50	1.61	0	0 (0%)	4.01 (61%)	2.59 (39%)	NOT YET SUBMITTED
PHASE 7	5.59	8.61%	23	1.4	0	1.56 (28%)	2.7 (48%)	2.89 (52%)	NOT YET SUBMITTED
PHASE 8	3.8	5.85%	16	0.56	0	2.16 (57%)	1.51 (40%)	2.29 (60%)	NOT YET SUBMITTED
PHASE 9	2.51	3.86%	14	0.2	0	1.51 (60%)	0.61 (24%)	1.90 (76%)	NOT YET SUBMITTED
GRAND TOTAL	64.95	100%	281	9.81	6.58	28.72 AC (44%)	22.95 AC (35%)	42.01 AC (65%)	

IMPERVIOUS AREA CALCULATIONS*

TOTAL AREA (SQUARE FEET)	% OF TOTAL SITE	IMPERVIOUS AREA (SQUARE FEET)	% IMPERVIOUS AREA
RESIDENTIAL LOTS	1,167,409	657,835	56.35%
RIGHT-OF-WAYS**	427,323	374,808	87.84%
RIPIARIAN BUFFERS & 100YR FLOOD PLAIN***	286,625	47,225	16.48%
TOTAL OPEN SPACE****	947,865	103,690	10.94%
TOTAL AREA	2,829,222	1,183,258	41.82%

*NOTE: AREAS AND CALCULATIONS SHOWN ARE APPROXIMATE AS THIS IS A MASTER PLAN. ACTUAL ACREAGE WILL BE DETERMINED DURING THE SUBDIVISION APPLICATION SUBMITTAL PROCESS

**NOTE: RIGHTS-OF-WAY INCLUDES STREETS AND SIDEWALKS

***NOTE: INCLUDES RIPIARIAN BUFFER AREAS, OPEN WATER BODIES AND 100 YEAR FLOOD PLAIN

****NOTE: OPEN SPACE INCLUDES AMENITIES, GREENWAYS, INTERNAL SIDEWALKS, FEATURES IN PARKS, PAVES, ACTIVE AND PASSIVE SPACES, ETC

PUBLIC GREENWAY TRAIL

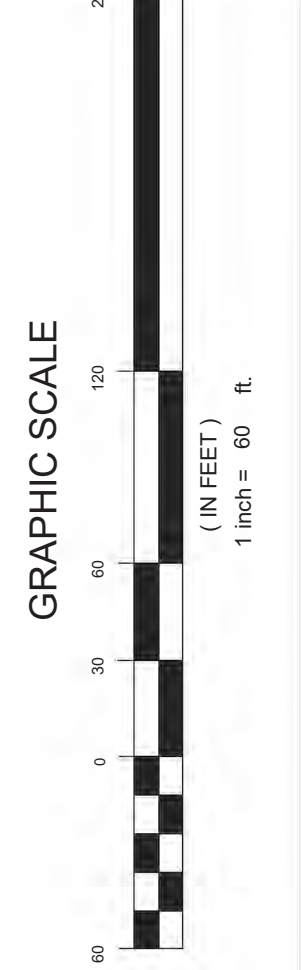
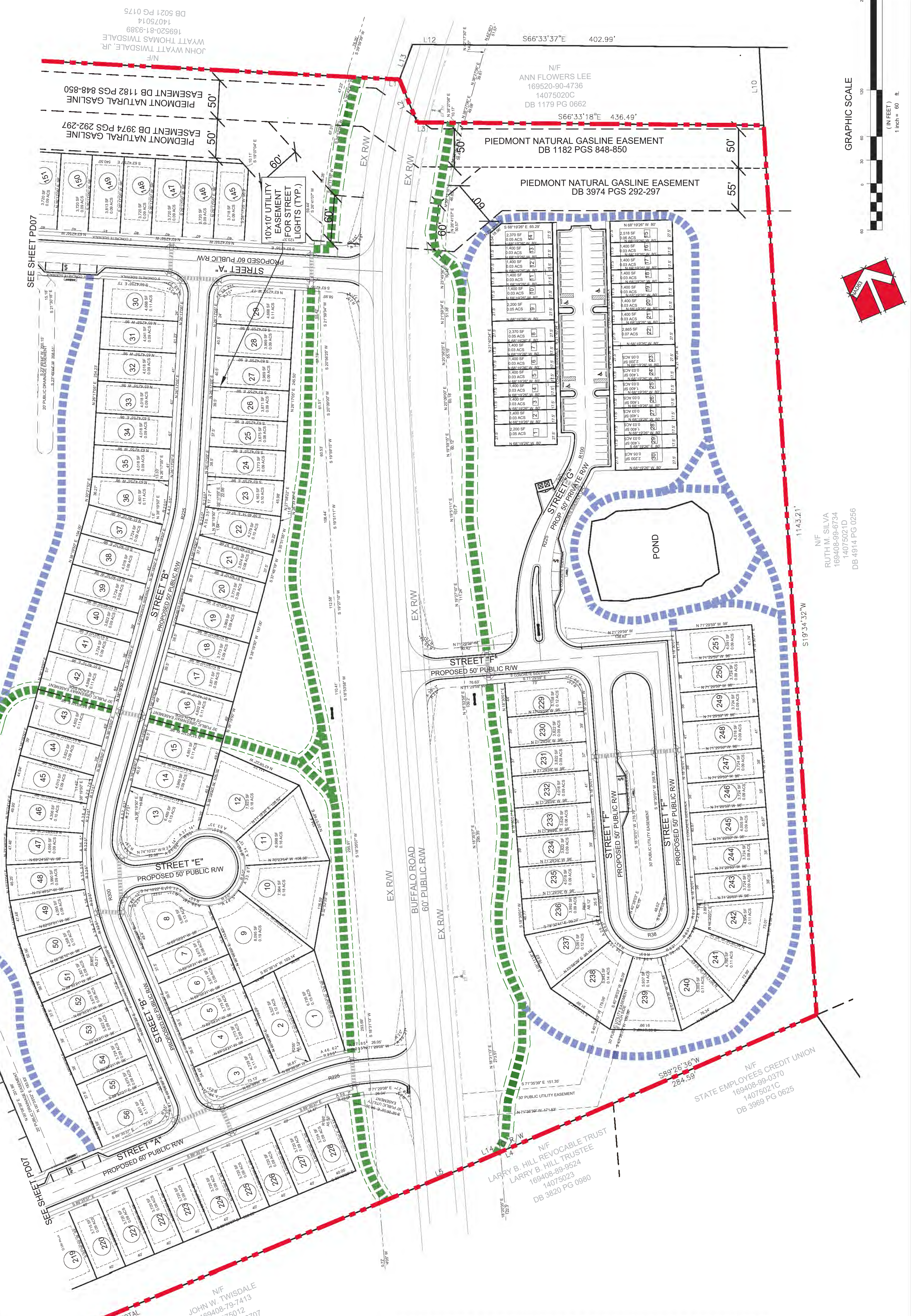
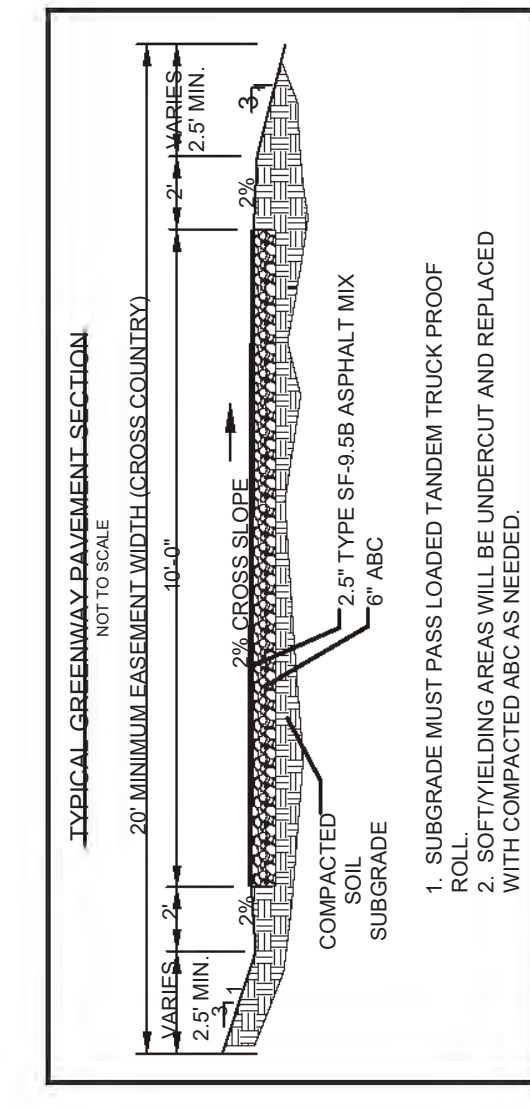
PHASE	LINEAR FEET
PHASE 1	3,500
PHASE 2	0
PHASE 3	282
PHASE 4	0
PHASE 5	0
PHASE 6	301
PHASE 7	611
PHASE 8	423
PHASE 9	220
TOTAL	5,337

PRIVATE GREENWAY TRAIL

PHASE	LINEAR FEET
PHASE 1	1,177
PHASE 2	0
PHASE 3	773
PHASE 4	577
PHASE 5	0
PHASE 6	0
PHASE 7	853
PHASE 8	1,144
PHASE 9	508
TOTAL	5,632

PRELIMINARY

REVISED
 1:54 pm, Oct 31, 2018



LINE	BEARING	DISTANCE
L1	S64°03'37"E	16.90'
L2	S00°38'38"W	59.59'
L3	S66°33'18"E	18.51'
L4	S89°41'15"W	21.263'
L5	N89°49'00"W	61.01'
L6	N53°05'44"E	100.90'
L7	N26°36'00"E	157.03'
L8	N37°13'46"E	145.22'
L9	N37°05'44"E	160.31'
L10	N19°37'32"E	100.31'
L11	S17°21'32"W	121.73'
L12	N66°33'37"W	42.01'
L13	S43°28'23"W	48.00'
L14	S89°41'15"W	210.42'
L15	N18°31'13"E	275.61'
L16	N18°35'07"E	295.51'
L17	N18°53'58"E	109.58'
L18	N19°27'10"E	111.66'
L19	N19°51'11"E	107.93'
L20	N19°59'15"E	160.25'
L21	N20°09'00"E	60.60'
L22	N20°56'25"E	55.96'
L23	N21°59'34"E	52.64'
L24	N23°49'56"E	52.47'
L25	N26°41'07"E	53.34'
L26	N30°11'16"E	50.42'
L27	N34°59'06"E	62.01'
L28	N18°31'13"E	293.52'
L29	N18°35'07"E	295.75'
L30	N18°53'58"E	110.03'
L31	N19°27'10"E	112.16'
L32	N19°51'11"E	106.21'
L33	N19°59'15"E	160.40'
L34	N20°09'00"E	61.10'
L35	N20°56'25"E	56.92'
L36	N21°59'34"E	54.16'
L37	N23°49'56"E	54.93'
L38	N26°41'07"E	56.67'
L39	N30°11'16"E	54.71'
L40	N34°52'06"E	64.46'
L41	N36°43'22"E	44.98'

1845.02 TOTAL

N/F
 JOHN W. TWISDALE
 169408-79-7413
 14075012
 DB 1667 PG 0707

N/F
 STATE EMPLOYEES CREDIT UNION
 169408-99-0370
 14075021C
 DB 3969 PG 0625

N/F
 LARRY B. HILL REVOCABLE TRUST
 LARRY B. HILL TRUSTEE
 169408-89-9524
 14075023
 DB 3820 PG 0980

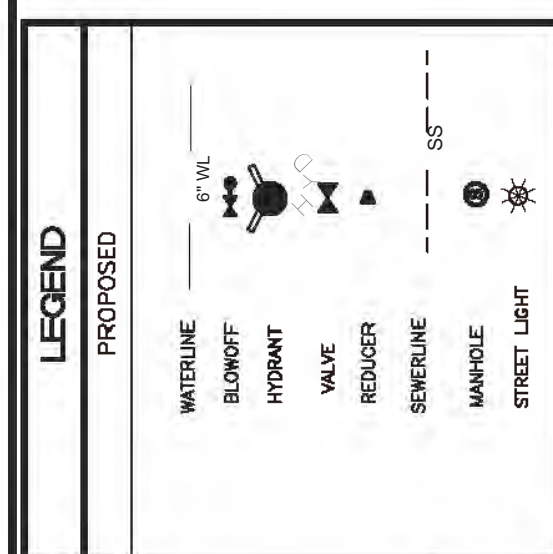
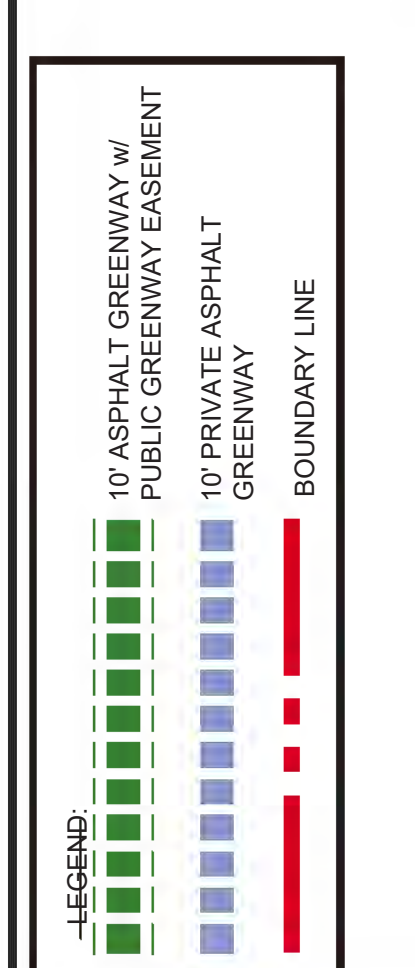
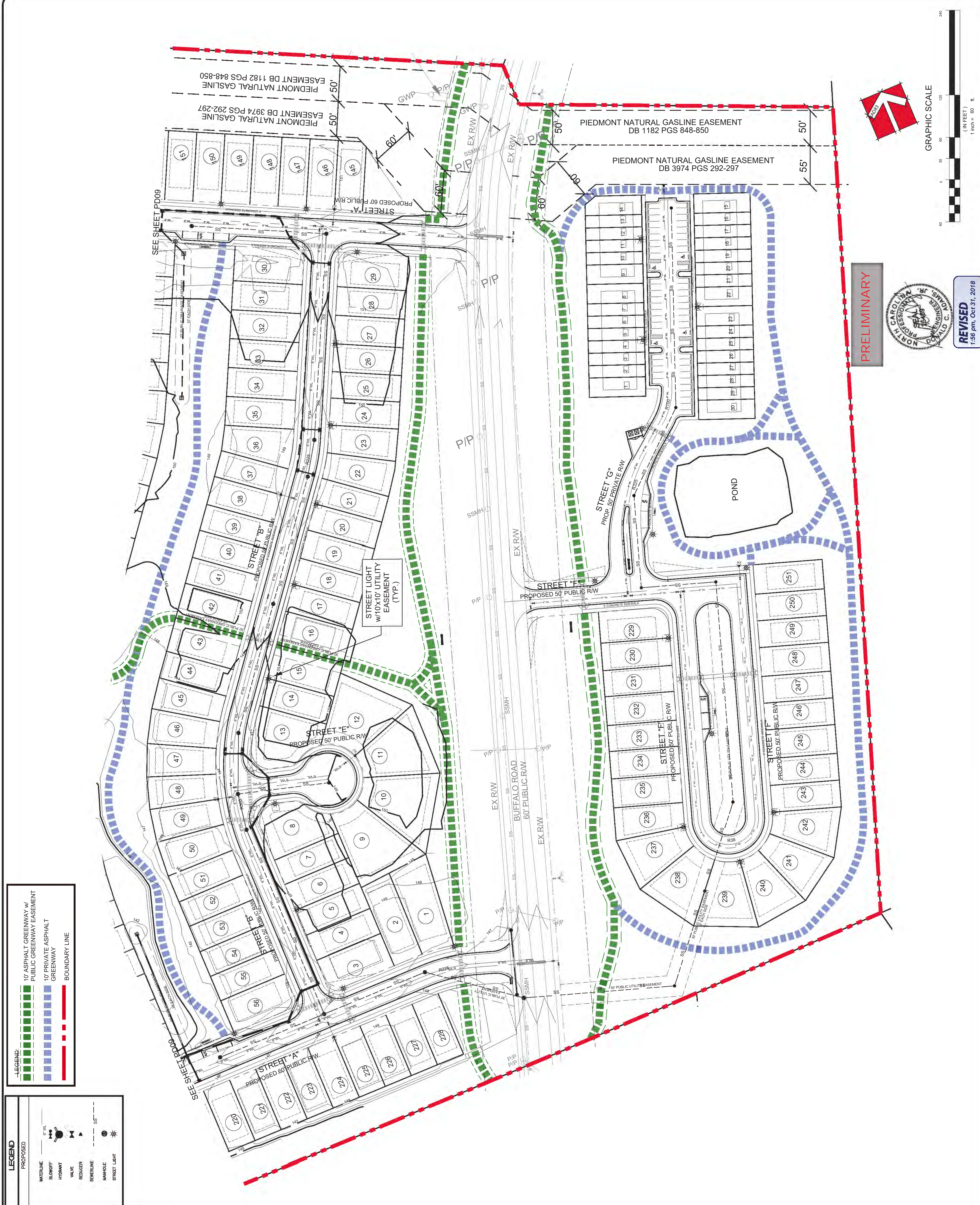
N/F
 RUTH M. SILVA
 169408-99-6734
 14075021D
 DB 4914 PG 0256

N/F
 ANN FLOWERS LEE
 169520-90-4736
 14075020C
 DB 1179 PG 0662

N/F
 JOHN WYATT TWISDALE, JR.
 WYATT THOMAS TWISDALE
 169520-81-9389
 14075014
 DB 5021 PG 0175

SEE SHEET PD07

SEE SHEET PD07



WATER SYSTEM PROJECT SUMMARY:
 1. THERE ARE 35 SINGLE FAMILY TOWNHOME LOTS AND 281 SINGLE FAMILY HOME LOTS SERVED BY THIS WATER SYSTEM EXTENSION.
 2. THE LENGTHS AND SIZES OF WATER MAIN EXTENSIONS ARE AS FOLLOWS:
 ± 7770 LF OF 6" PVC MAIN

SEWER SYSTEM PROJECT SUMMARY:
 1. THERE ARE 35 SINGLE FAMILY TOWNHOME LOTS AND 281 SINGLE FAMILY LOTS SERVED BY THIS GRAVITY SEWER SYSTEM EXTENSION.
 2. THE LENGTHS AND SIZES OF SEWER MAIN EXTENSIONS ARE AS FOLLOWS:
 ± 7307 LF OF 8" PVC MAIN

STREET SUMMARY:
 1. THE TOTAL LINEAR OF STREETS:
 ± 7753 LF

NOTES:
 1. ALL PUBLIC WATER AND SEWER UTILITY MATERIALS AND METHODS OF INSTALLATION TO BE IN ACCORDANCE WITH TOWN OF SMITHFIELD STANDARDS AND SPECIFICATIONS AND MEET APPLICABLE NC PLUMBING CODES.
 2. CONTRACTOR SHALL CALL NC CALL ONE AT 1-800-632-4949 TO VERIFY LOCATION OF EXISTING SERVICES BEFORE BEGINNING CONSTRUCTION.
 3. CONTRACTOR SHALL REPAIR ALL AREAS DISTURBED TO THEIR ORIGINAL CONDITIONS. THIS INCLUDES ALL EXISTING UTILITY STRUCTURAL ITEMS, INCLUDING BUT NOT LIMITED TO, WATER, SEWER, ELECTRIC, GAS, IRRIGATION, CATV, FIBER OPTIC, TELEPHONE, LANDSCAPING, PAVEMENT, SIDEWALKS AND CURB & GUTTER.
 4. INTERNAL SIDEWALKS TO BE INSTALLED BY BUILDER.
 5. ALL ACCESS TO OUTFALL WATER AND SEWER EASEMENTS SHALL HAVE A MAXIMUM SLOPE OF 4:1 (H:V) AND A MAXIMUM CROSS SLOPE OF 4%.
 6. OWNERSHIP AND MAINTENANCE FOR PERMANENT STORM WATER FACILITIES TO BE IN ACCORDANCE WITH TOWN OF SMITHFIELD REQUIREMENTS.

NOTE:
 A COMPLETE SET OF CONSTRUCTION DRAWINGS FOR WATER, SEWER, EROSION CONTROL, GRADING AND STREET EXTENSION TO BE SUBMITTED TO AND APPROVED BY TOWN'S UTILITY AND PUBLIC WORKS DEPARTMENTS PRIOR TO CONSTRUCTION.

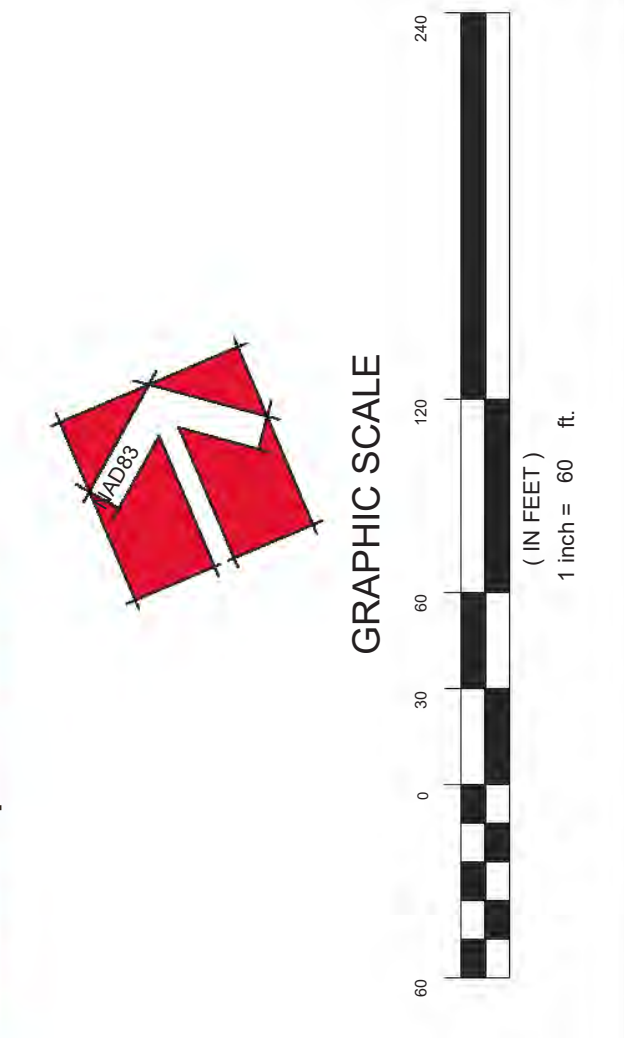
NOTE:
 ALL VEGETATION THAT IS TO REMAIN WILL BE DELINEATED AND PRIOR TO GRADING WILL BE SEPARATED FROM CONSTRUCTION AREAS WITH ORANGE FENCING AND WILL BE SIGNED AS "TREE PROTECTION AREA"

STREET LENGTHS	LINEAR FEET
PHASE 1	1,264
PHASE 2	996
PHASE 3	1,143
PHASE 4	846
PHASE 5	676
PHASE 6	1,138
PHASE 7	1,083
PHASE 8	476
PHASE 9	111
TOTAL	7,753

PRELIMINARY



REVISED
 1:56 pm, Oct 31, 2018



LEGEND

PROPOSED

- WATERLINE
- SEWER
- BLIND
- PROVANT
- VALVE
- REDUCER
- SEWERLINE
- MANHOLE
- STREET LIGHT

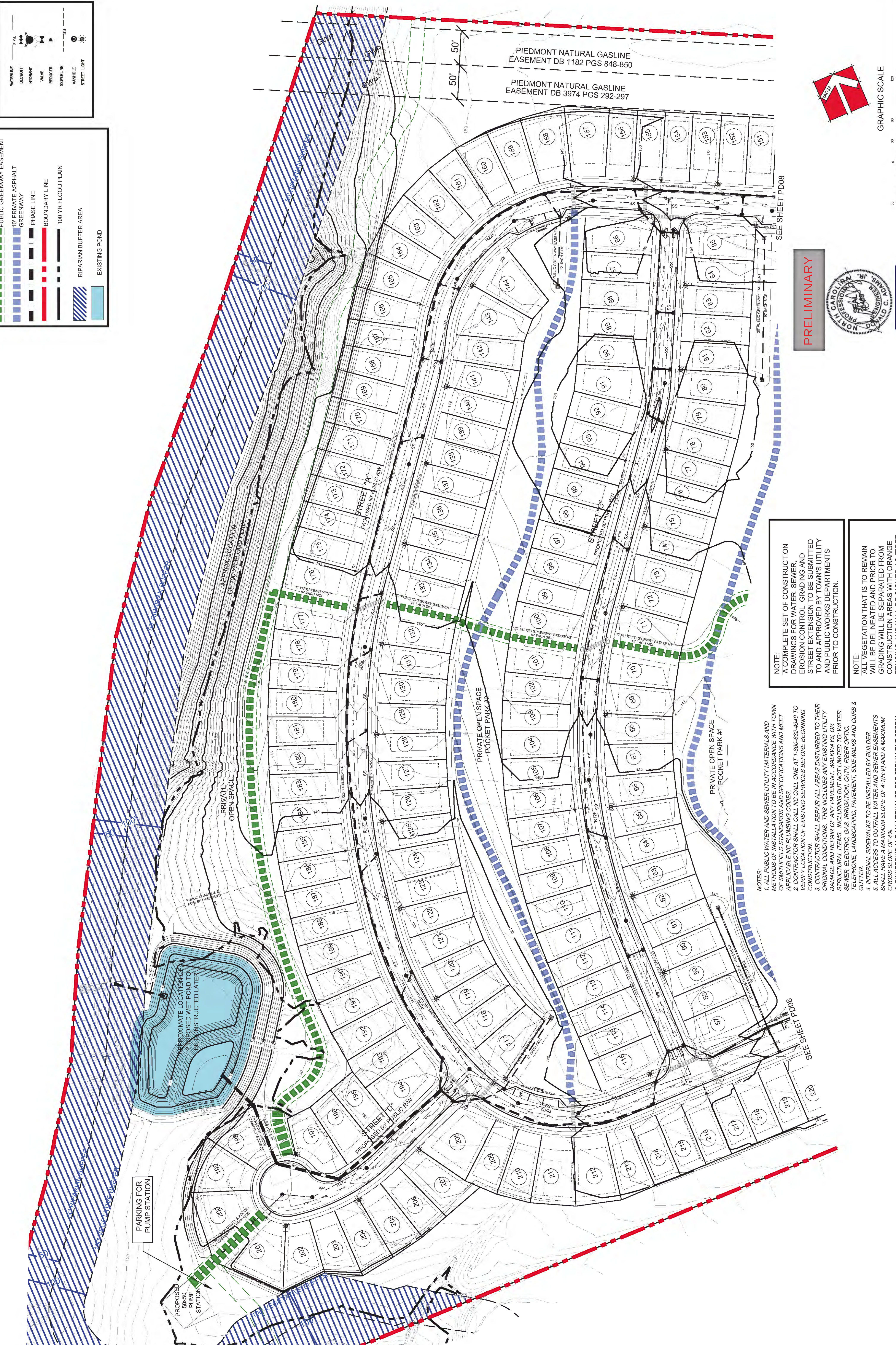
LEGEND

- 10' ASPHALT GREENWAY w/ PUBLIC GREENWAY EASEMENT
- 10' PRIVATE ASPHALT GREENWAY
- PHASE LINE
- BOUNDARY LINE
- 100 YR FLOOD PLAIN
- RIPARIAN BUFFER AREA
- EXISTING POND

PRELIMINARY

REVISED
 1:50 pm, Oct 31, 2018

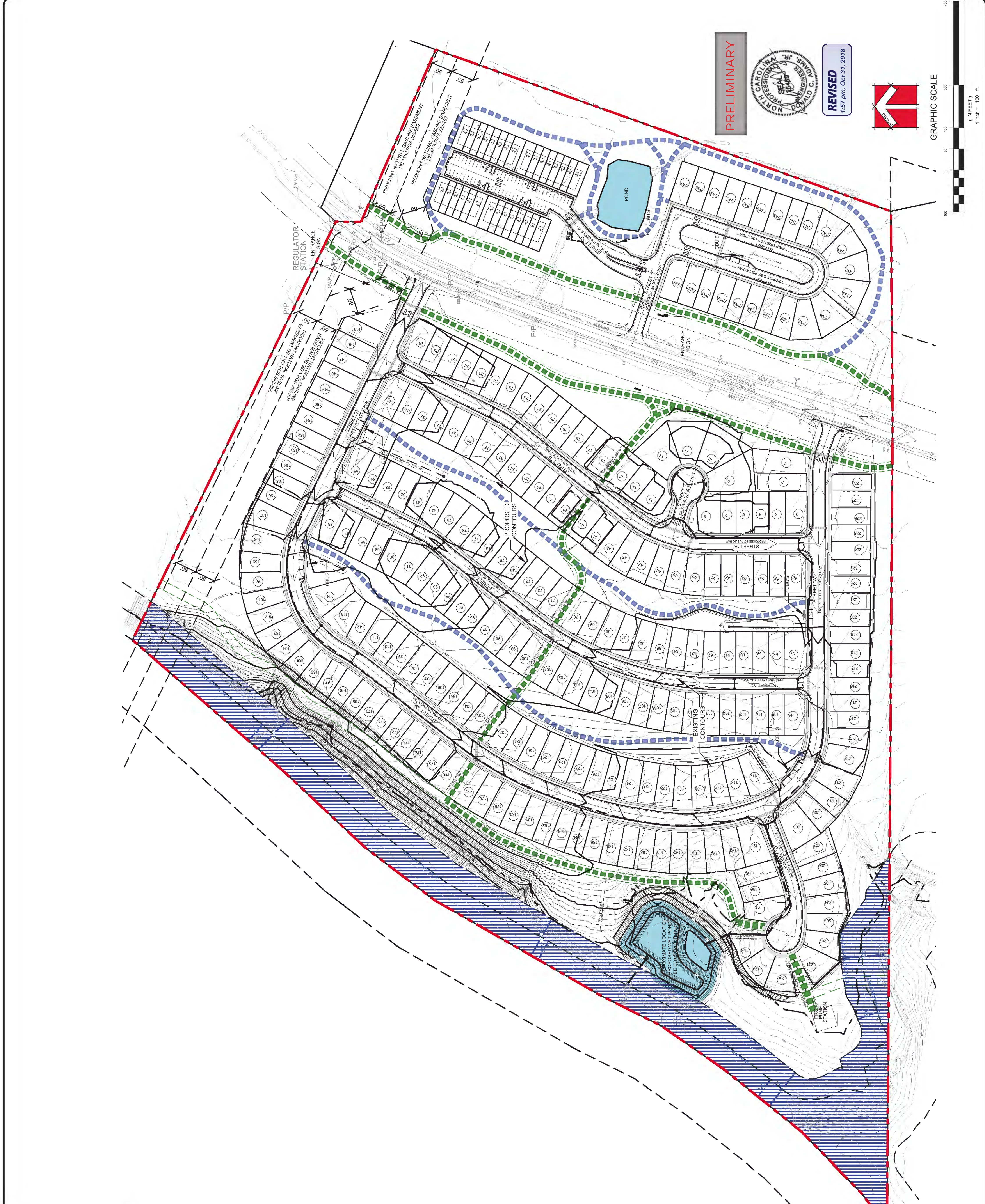
GRAPHIC SCALE
 1 inch = 60 ft



NOTE:
 A COMPLETE SET OF CONSTRUCTION DRAWINGS FOR WATER, SEWER, EROSION CONTROL, GRADING AND STREET EXTENSION TO BE SUBMITTED TO AND APPROVED BY TOWN'S UTILITY AND PUBLIC WORKS DEPARTMENTS PRIOR TO CONSTRUCTION.

NOTE:
 ALL VEGETATION THAT IS TO REMAIN WILL BE DELINEATED AND PRIOR TO GRADING WILL BE SEPARATED FROM CONSTRUCTION AREAS WITH ORANGE FENCING AND WILL BE SIGNED AS "TREE PROTECTION AREA"

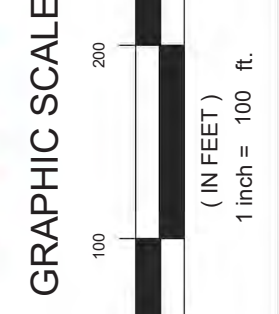
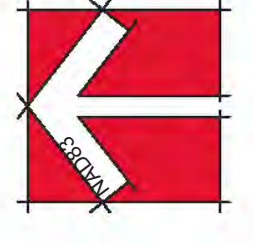
- NOTES:**
1. ALL PUBLIC WATER AND SEWER UTILITY MATERIALS AND METHODS OF INSTALLATION TO BE IN ACCORDANCE WITH TOWN OF SMITHFIELD STANDARDS AND SPECIFICATIONS AND MEET APPLICABLE NC PLUMBING CODES.
 2. CONTRACTOR SHALL CALL NC CALL ONE AT 1-800-632-4949 TO VERIFY LOCATION OF EXISTING SERVICES BEFORE BEGINNING CONSTRUCTION.
 3. CONTRACTOR SHALL REPAIR ALL AREAS DISTURBED TO THEIR ORIGINAL CONDITIONS. THIS INCLUDES ANY EXISTING UTILITY DAMAGE AND REPAIR OF ANY PAVEMENT, WALKWAYS OR STRUCTURAL ITEMS INCLUDING BUT NOT LIMITED TO: WATER, SEWER, ELECTRIC, GAS, IRRIGATION, CATV, FIBER OPTIC, TELEPHONE, LANDSCAPING, PAVEMENT, SIDEWALKS AND CURB & GUTTER.
 4. ALL ACCESS TO OUTFALL WATER AND SEWER EASEMENTS SHALL HAVE A MAXIMUM SLOPE OF 4:1(H:V) AND A MAXIMUM CROSS SLOPE OF 4%.
 5. OWNERSHIP AND MAINTENANCE FOR PERMANENT STORM WATER FACILITIES TO BE IN ACCORDANCE WITH TOWN OF SMITHFIELD REQUIREMENTS.

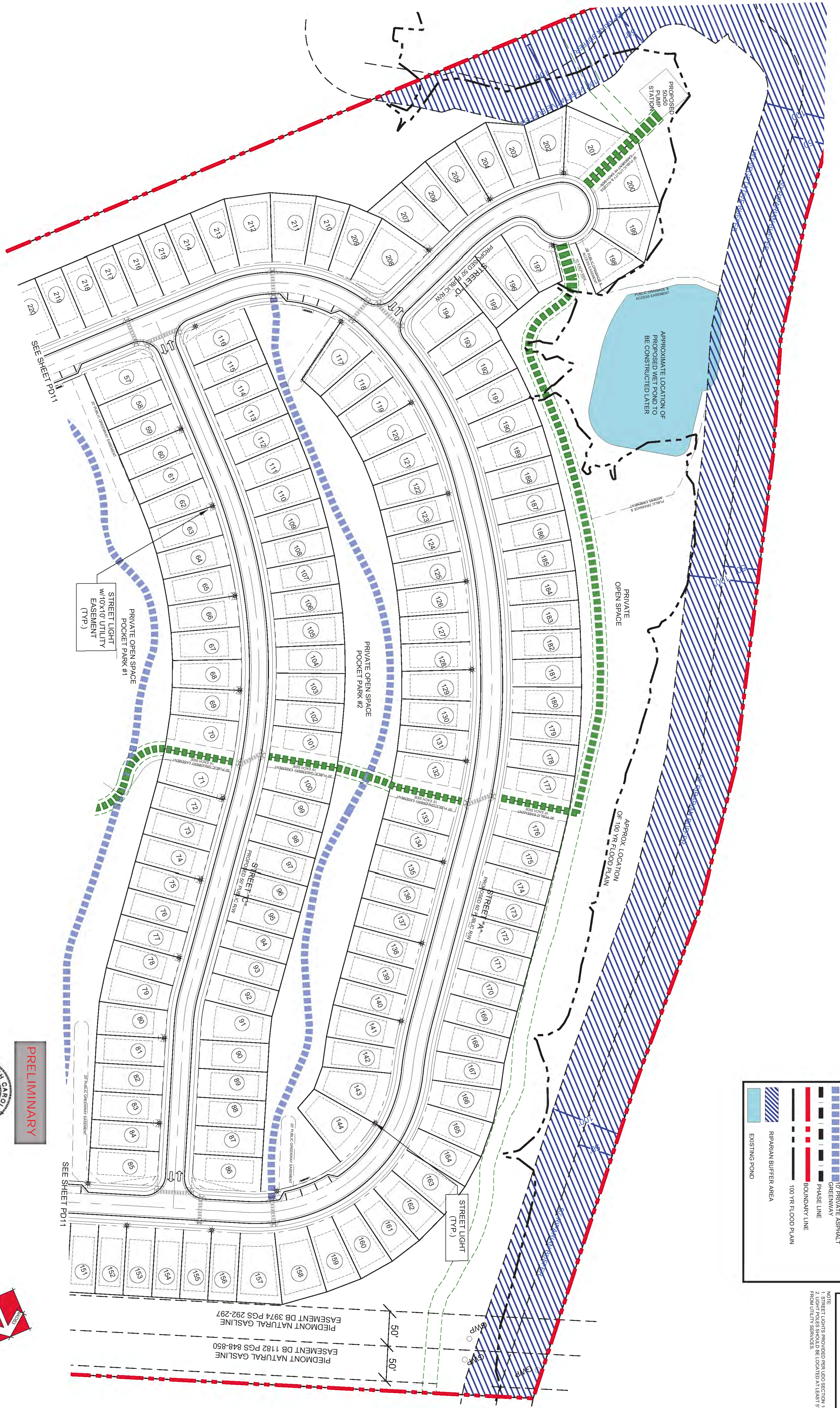


PRELIMINARY



REVISED
 1:57 pm, Oct 31, 2018





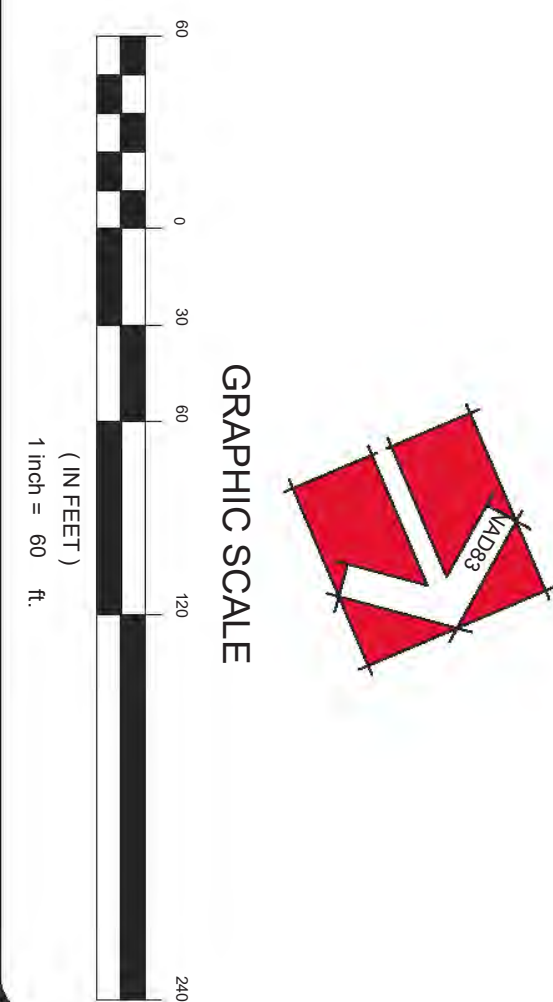
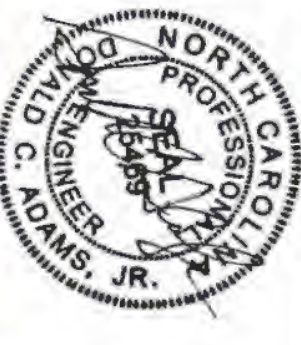
LEGEND	
	10' ASPHALT GREENWAY W/ PUBLIC GREENWAY EASEMENT
	10' PRIVATE ASPHALT GREENWAY
	PHASE LINE
	BOUNDARY LINE
	100 YR FLOOD PLAIN
	RIPARIAN BUFFER AREA
	EXISTING POND

LEGEND	
	PROPOSED
	STREET LIGHT

NOTE: STREET LIGHTS ASSIGNED PER UNO SECTION 10.33. STREET POSITIONS SHOULD BE LOCATED AT LEAST 5' FROM UTILITY SERVICES.

PRELIMINARY

REVISED
1:57 pm, Oct 31, 2018



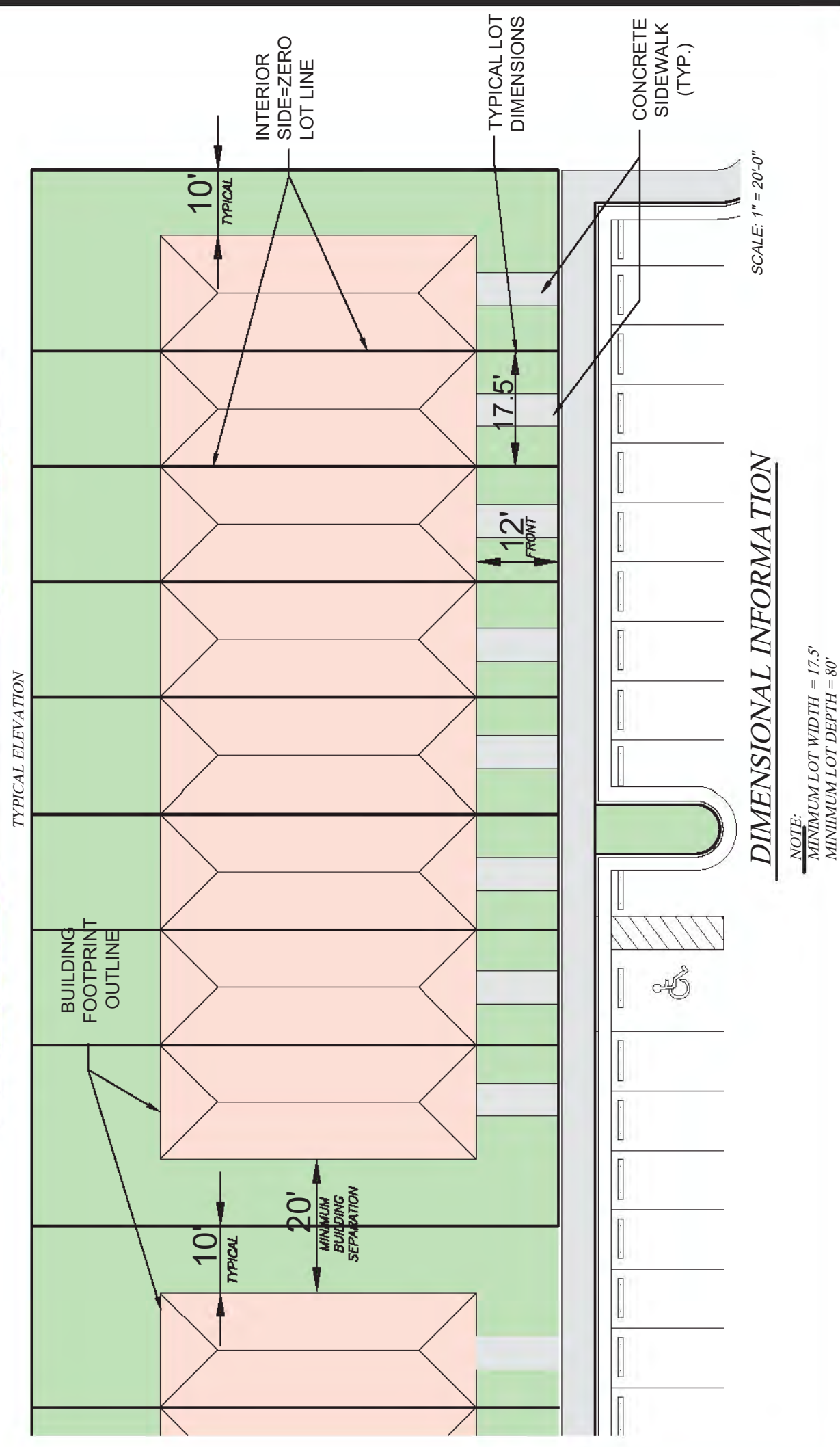
TOWNHOMES

NOTE: TOWNHOMES TO BE 2 BEDROOMS



- MINIMUM BUILDING SETBACKS**
- 1. FRONT = 12'
 - 2. REAR = 5'
 - 3. INTERIOR SIDE = ZERO LOT LINE
 - 4. STREET SIDE = 5'
 - 5. BUILDING SEPARATION = 20'

- SETBACKS AS SHOWN ARE TYPICAL**
- 1. MAXIMUM BUILDING HEIGHT = 35'
 - 2. MAXIMUM IMPERVIOUS AREA = 70%
 - 3. MAXIMUM LOT COVERAGE = 50%
 - 4. MINIMUM LOT SIZE = 4400 SF
 - 5. MINIMUM LOT WIDTH = 11.5'
 - 6. MINIMUM LOT DEPTH = 80'



DIMENSIONAL INFORMATION

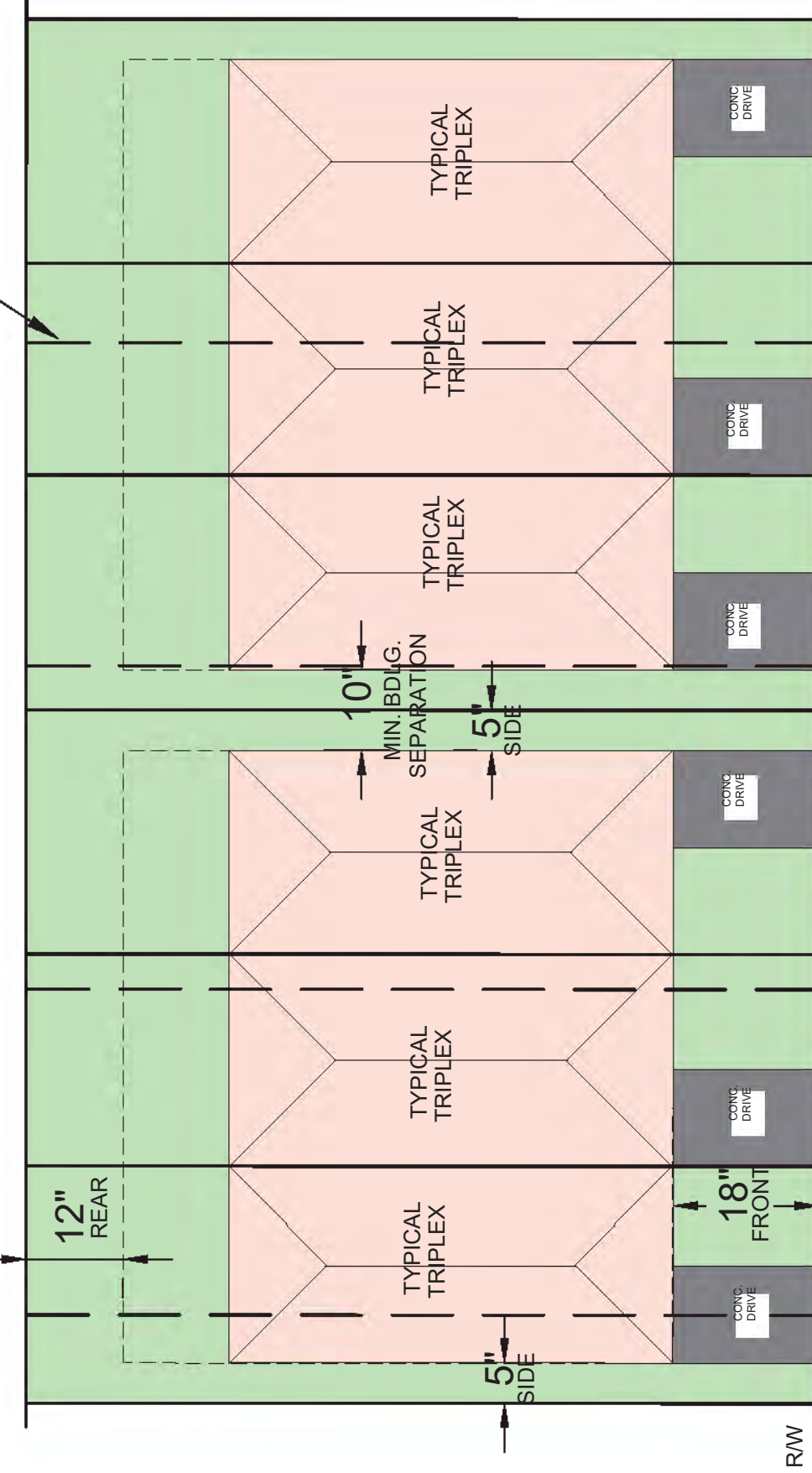
NOTE: MINIMUM LOT WIDTH = 11.5' MINIMUM LOT DEPTH = 80'

SINGLE FAMILY ATTACHED - (TRIPLEX)

NOTE: TRIPLEXES TO BE 2 AND 3 BEDROOMS



SINGLE FAMILY DETACHED LOT LINES PER CURRENT MASTER PLAN



- MINIMUM BUILDING SETBACKS**
- 1. FRONT = 18'
 - 2. REAR = 12'
 - 3. STREET SIDE = ZERO LOT LINE
 - 4. INTERIOR SIDE = ZERO LOT LINE
 - 5. BUILDING SEPARATION = 10'

NOTE: MINIMUM LOT WIDTH = 25' MINIMUM LOT DEPTH = 80'

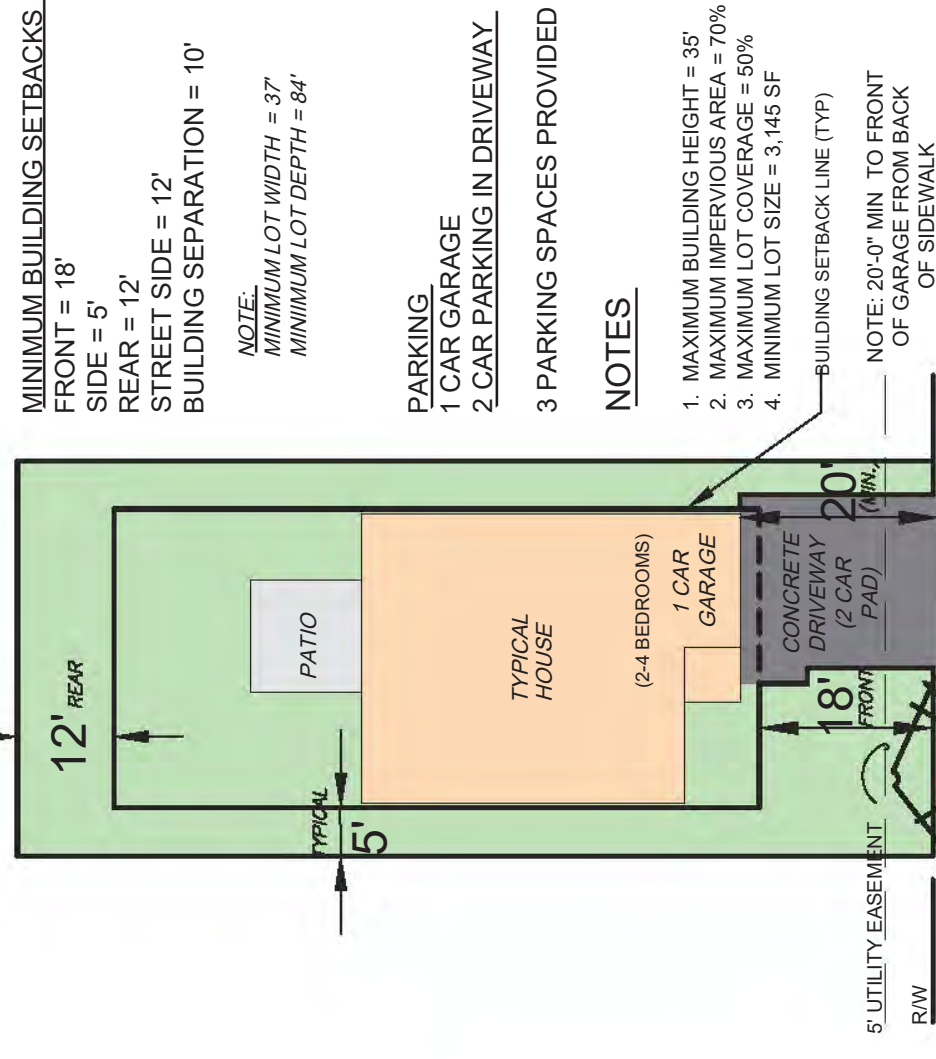
Developer requests flexibility to construct up to a maximum of 7% attached (triplex) townhomes in this development. The location and exact number to be determined by developer before construction drawings are submitted. The requested overall lot count will not be exceeded.

SINGLE FAMILY DETACHED

NOTE: HOMES TO BE 2 AND 3 BEDROOMS



NOTE: 1. PHOTOGRAPH TO BE USED FOR ILLUSTRATIVE PURPOSES ONLY. 2. PHASES TO BE SUBDIVIDED SHALL REQUIRE FINAL PLAT REVIEW AND APPROVAL BY THE TOWN OF SMITHFIELD.



NOTES

- 1. MAXIMUM BUILDING HEIGHT = 35'
- 2. MAXIMUM IMPERVIOUS AREA = 70%
- 3. MAXIMUM LOT COVERAGE = 50%
- 4. MINIMUM LOT SIZE = 3,145 SF
- 5. MINIMUM LOT WIDTH = 37'
- 6. MINIMUM LOT DEPTH = 64'

PARKING

- 1. CAR GARAGE
- 2. CAR PARKING IN DRIVEWAY
- 3. PARKING SPACES PROVIDED

MINIMUM BUILDING SETBACKS

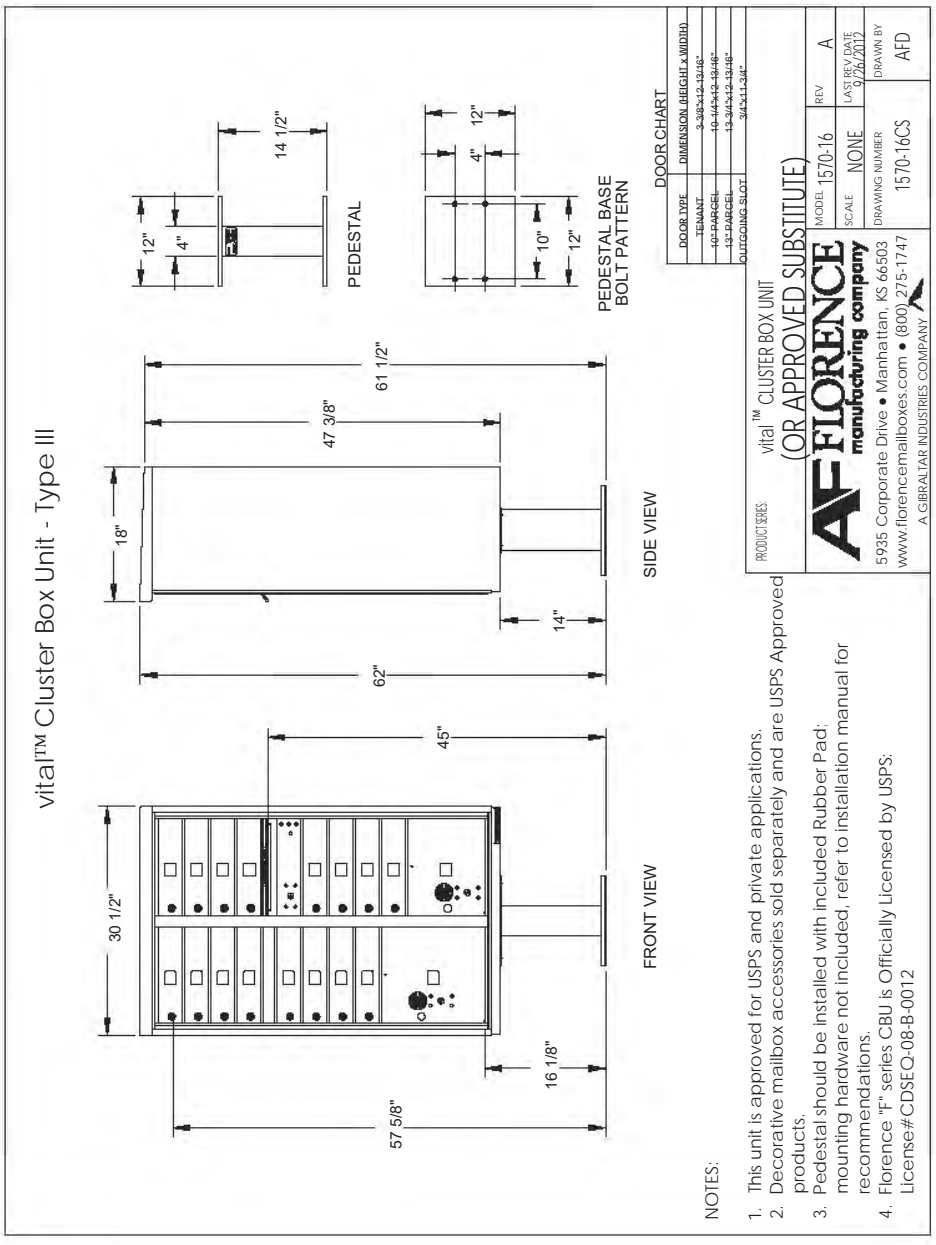
- 1. FRONT = 18'
- 2. REAR = 12'
- 3. STREET SIDE = 5'
- 4. BUILDING SEPARATION = 10'

UTILITY EASEMENT

5' UTILITY EASEMENT

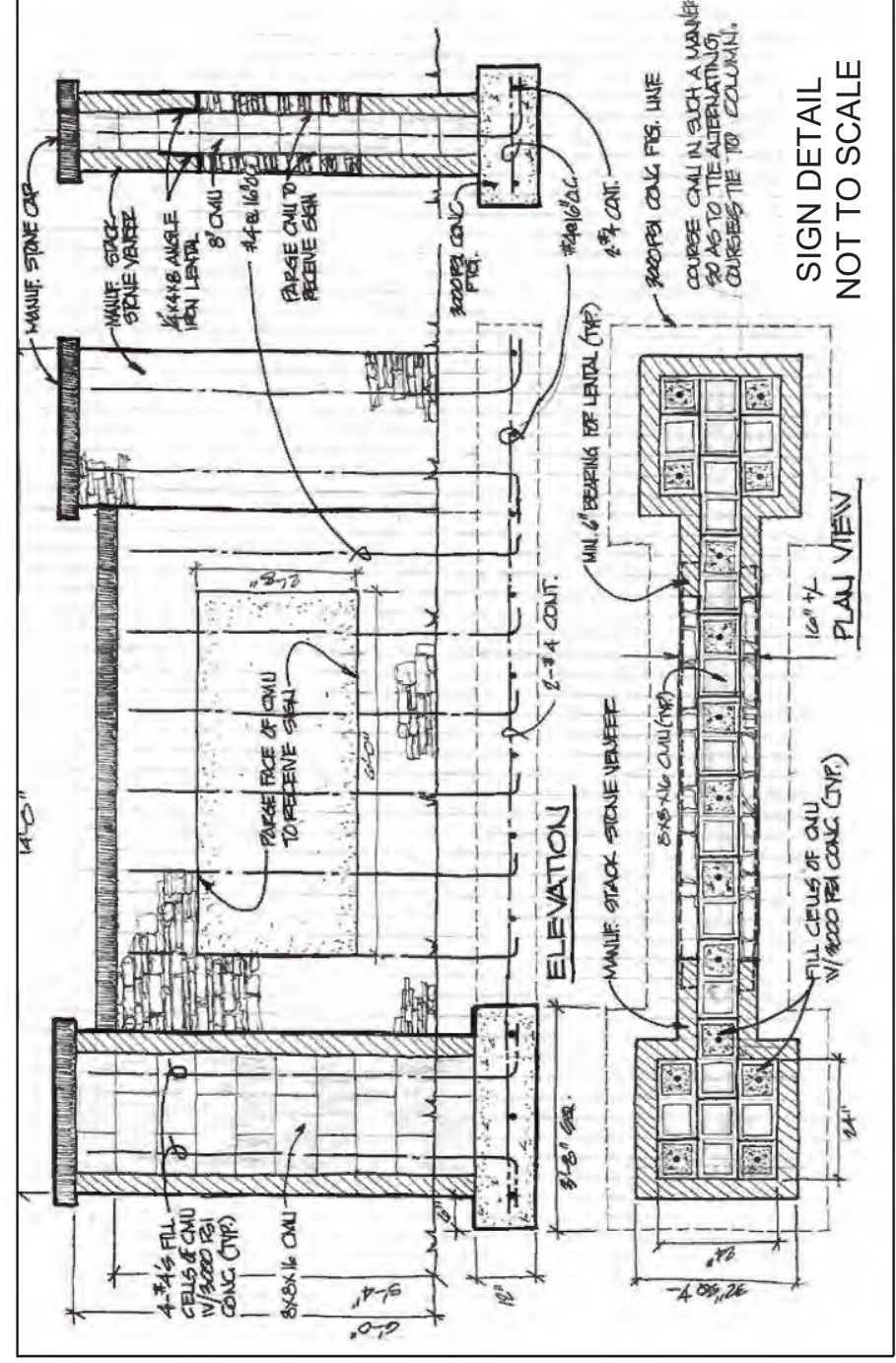
NOTE: 20'-0" MIN. TO FRONT OF GARAGE FROM BACK OF SIDEWALK

SCALE: 1" = 20'-0"



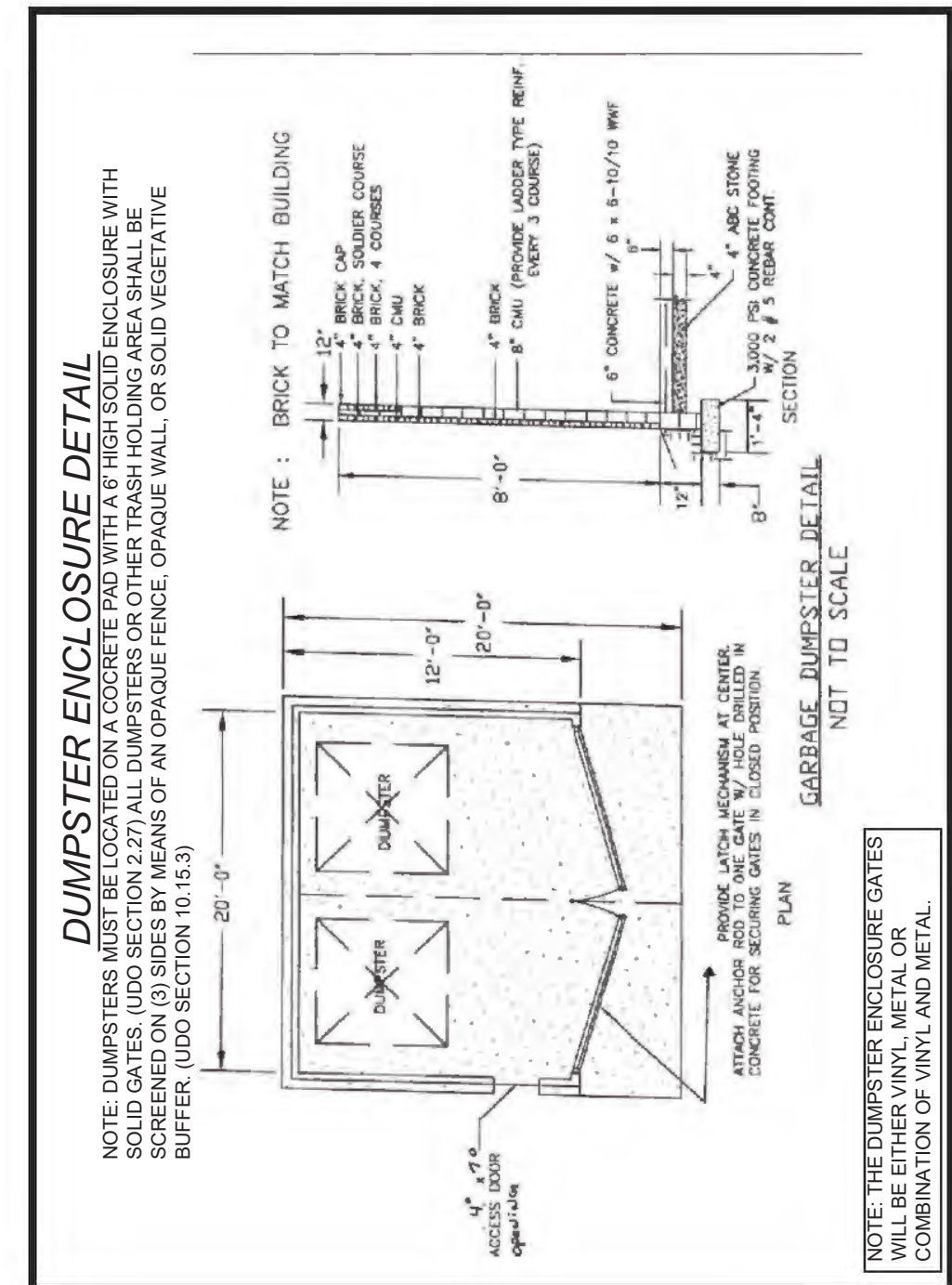
CLUSTER MAILBOX UNIT

NOT TO SCALE



SIGN DETAIL

NOT TO SCALE



DUMPSTER ENCLOSURE DETAIL

NOTE: DUMPSTERS MUST BE LOCATED ON CONCRETE PAD WITH A 6" THICK SOLID ENCLOSURE WITH SOLID GATES. (UDO SECTION 2.27) ALL DUMPSTERS OR OTHER TRASH HOLDING AREA SHALL BE SCREENED ON (3) SIDES BY MEANS OF AN OPAQUE FENCE, OPAQUE WALL OR SOLID VEGETATIVE BUFFER. (UDO SECTION 10.15.3)

NOTE: THE DUMPSTER ENCLOSURE GATES WILL BE EITHER VINYL, METAL OR COMBINATION OF VINYL AND METAL.

PRELIMINARY



REVISED
10:55 am, Sep 26, 2018

PRELIMINARY PLAN
REGULATORY
STANDARDS

DESIGN: DCA
DRAWN: DCA
CHECKED: DCA
HORIZONTAL SCALE: 1" = 12'-0"
VERTICAL SCALE: 1" = 4'-0"
DATE: 07/09/2018
JOB NO.: 44-
SHEET

EAST RIVER PUD
SMITHFIELD, JOHNSTON COUNTY, NC

ADAMS & HODGE
ENGINEERING, PC

314 East Main Street
Clayton, NC 27520
dominic@adamsandhodge.com
919-243-1332
FIRM # C-4187

PD13

East River Preliminary Subdivision



Project Name:
East River Preliminary
Subdivision

Proposed Use:
110 lot Residential
Subdivision

File Number:
S-18-01

Property Owner:
Sam's Branch
Development

Applicant:
Adams & Hodge
Engineering, PC

Location:
Buffalo Road

Tax ID#
14075013

Zoning District:
PUD
(Planned Unit
Development)

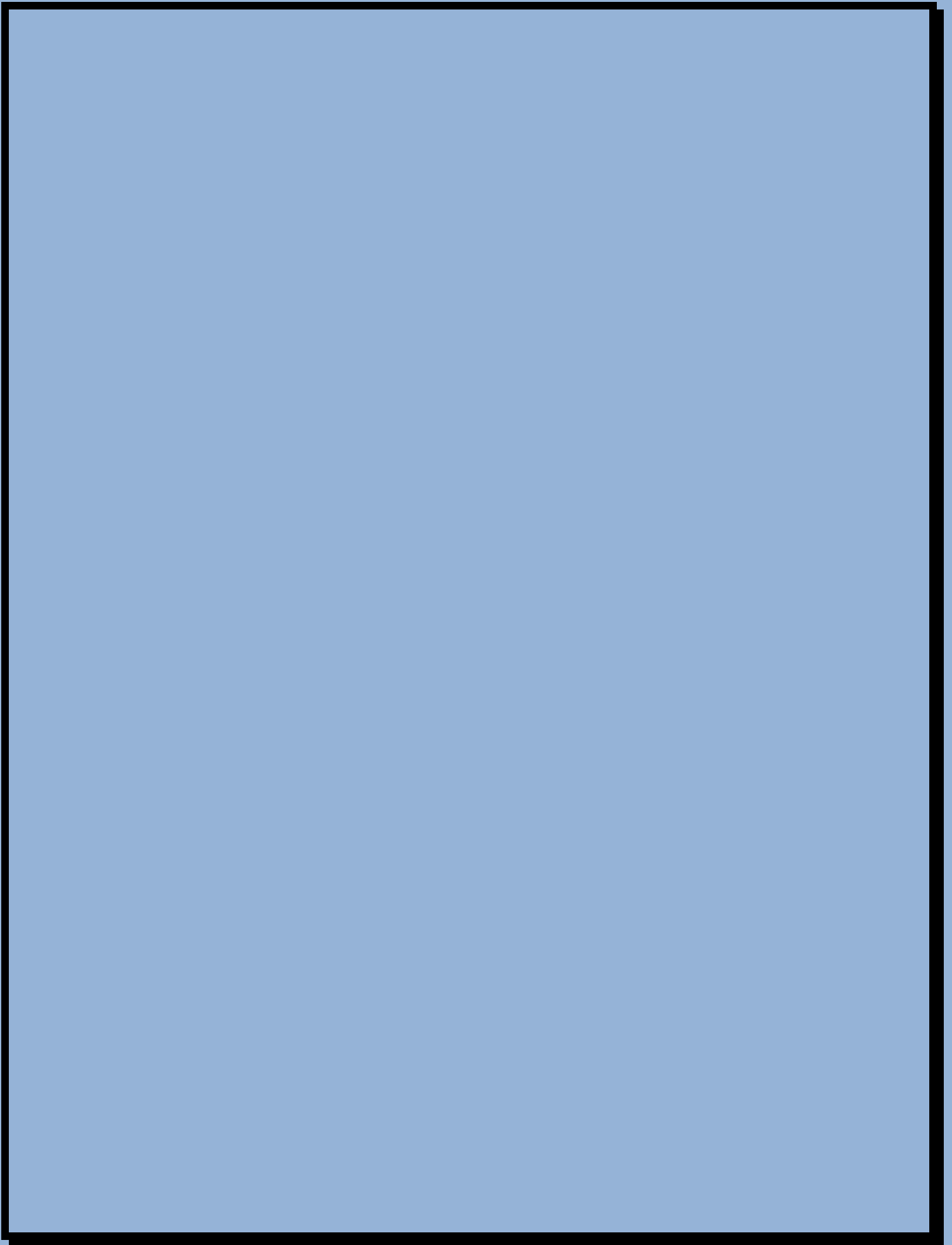


1 inch = 700 feet

Map created by the
Mark E. Helmer, AICP
Senior Planner,
GIS Specialist
on 11/5/2018



Consent Agenda Items



The Smithfield Town Council met in regular session on Tuesday, November 6, 2018, at 7:00 p.m. in the Council Chambers of the Smithfield Town Hall, Mayor M. Andy Moore presided.

Councilmen Present:

Travis Scott, Mayor Pro-Tem
Marlon Lee, District 1
David Stevens, District 2
Dr. David Barbour, District 4
Emery Ashley, At-Large
John A. Dunn, At-Large
Stephen Rabil, At-Large

Councilmen Absent

Administrative Staff Present

Michael Scott, Town Manager
John Blanton, Fire Chief
Lenny Branch, Public Works Director
Ted Credle, Public Utilities Director
Gary Johnson, Parks & Rec Director
Shannan Parrish, Town Clerk
R. Keith Powell, Chief of Police
Greg Siler, Finance Director
Stephen Wensman, Planning Director

Present:

Bob Spence, Town Attorney
Bill Dreitzler, Town Engineer

Administrative Staff Absent

Tim Kerigan, Human Resources/PIO

CALL TO ORDER

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

INVOCATION

The invocation was given by Mayor Pro-Tem Scott followed by the Pledge of Allegiance

APPROVAL OF AGENDA:

Councilman Dunn made a motion, seconded by Councilman Rabil, to amend the agenda as follows:

Add the following to the Consent Agenda:

- Consideration and Approval to Adopt Resolution #632 (19-2018) Designation of Applicant's Agent for FEMA Relief – Hurricane Florence.

Unanimously approved.

PRESENTATIONS:

1. Report Concerning Local Area Schools

Town Manager Michael Scott introduced Mark Dorsin co-director of the Julius Chambers Center for Civil Rights. Mr. Dorsin provided a report to the Council on a study of high school attendance areas, diversity and capacity on Johnston County Schools. Mr. Dorsin informed the Council that he had been working with the Concerned Citizens for Successful Schools on this study.

2. Introduction of the Town of Smithfield's New Cell Phone App

IT Specialist Eric McDowell introduced the Town of Smithfield's new cell phone app to the Council.

PUBLIC HEARINGS:

- 1. Rezoning Request - Johnston County (RZ-18-08):** The applicant was requesting to rezone a 24.50 acre tract of land from the Town of Smithfield R-20A (Residential-Agriculture) and B-3 (Highway Entrance Business) zoning

districts to the O/I (Office/Institutional) zoning district. Portions of the property considered for rezoning are located on northwest and southwest quadrant of the intersection of a US Hwy 70 Business East and Yelverton Grove Road and another portion is located on the east side of Yelverton Grove Road approximately 790 feet north of its intersection with US Hwy 70 Business East. The property is further identified as Johnston County Tax ID# 15L11011.

Councilman Ashley made a motion, seconded by Councilman Rabil, to open the public hearing. Unanimously approved.

Planning Director Stephen Wensman addressed the Council on a request by Johnston County to rezone a 24.50 acre tract of land from the R-20A (Residential-Agriculture) and B-3 (Highway Entrance Business) zoning districts to the O/I (Office/Institutional) zoning district. Mr. Wensman explained the property considered for rezoning had a single parcel number but could really be thought of as three distinct tracts of land that were created by default when the right-of-ways of US 70 Business and Yelverton Grove Road were originally recorded. The largest tract was approximately 16.84 acres in area with approximately 768 feet of road frontage on US Highway 70 Business East and 300 feet of road frontage along Yelverton Grove Road. The portion of property located on the northwest quadrant of US Hwy 70 Business and Yelverton Grove was approximately 5.23 acres in size. The smallest portion of the parcel was located on the southeast quadrant of US Hwy 70 Business and Yelverton Grove was approximately 2.31 acres in size. The property contained a 100 foot utility easement but does appear to be a buildable lot providing all structures are located outside of this easement.

Mr. Wensman explained if the property was rezoned to the O/I (Office / Institutional) zoning district, all permitted uses allowed in the O/I zoning district could be considered for future approval. These used included governmental buildings, governmental uses such as fire, police, sheriff offices, parks, recreational facilities and restaurants which are all uses by right and can be approved administratively.

The Future Land Use Map identified this property as guided for low density residential land uses. However, the area is zoned for mix of R-20A and B-3, of which, the B-3 zoning district is not consistent with the land use plan. Adjacent properties within this corridor are currently zoned and developed as commercial so the use of this site for non-residential was contextually consistent and appropriate.

The rezoning would be consistent with the Town of Smithfield Unified Development Ordinance as all existing land uses on the subject property are permitted in the O/I (Office / Institutional) and, all future land uses would be permitted in accordance with Article 6 of the Town of Smithfield Unified Development Ordinance.

The property considered for rezoning was immediately adjacent to B-3 (Highway Entrance Business) zoned properties. Compatibility issues are unlikely provided that any future redevelopment in the area is non-residential in nature.

The Planning Department and the Planning Board find the application was consistent with applicable adopted plans, policies and ordinances and recommend approval of the rezoning request.

Planning Director Stephen Wensman has incorporated his entire record and provided it to Council in written form in the November 6, 2018 agenda packet.

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

Councilman Ashley questioned if there have been any traffic studies conducted for the area. Mr. Wensman responded a traffic study had not been conducted. Councilman Ashley further questioned if traffic had been a concern for the Planning Board. Mr. Wensman responded that any traffic concerns would be addressed during the development phase.

Councilman Barbour questioned if the Council was simply approving the zoning and not the potential use for the property. Mr. Wensman responded in the affirmative.

Mayor Moore asked if there was anyone present who wished to speak on this matter.

William Ragsdale III of 192 Packing Plant Road expressed his concerns about the rezoning request. Mr. Ragsdale stated the only opportunity left for growth and increased tax based in Smithfield was along the US 70 Business East corridor. He further stated this was a major entrance into the Town and the addition of the County jail on the proposed property would not be an asset to the Town of Smithfield. He urged the Council to deny the rezoning requesting stating this was not a proper location for the County jail.

Bill Roark from McGill and Associates explained his firm were the engineers for this project. Mr. Roark explained the reason for the rezoning was to eliminate the split zoning of the tract of lane. Mr. Roark further explained that a traffic impact study had not been completed, but NCDOT had been consulted. Preliminary results indicate a right and left lane may be needed for the US Highway 70 Business East entrance. Also, the largest portion of the parcel may have some delineated wetlands. A formal assessment would be completed to determine if the wetland area would have to be left intact. Mr. Roark stated that even with the possible wetland area, there was still plenty of buildable space.

Charles Avera questioned why Johnston County needed another jail. Mr. Avera stated if parking was the major concern then Smithfield should consider building a parking deck in downtown.

Councilman Barbour stated if the Council approved the rezoning request that didn't necessarily mean that the jail would be built there. Mr. Wensman responded if the property was rezoned to the O/I zoning district any permitted use could be administratively approved.

Mr. Roark explained that current designs for detention centers are typically attractive buildings and most are not thought of as simply jail facilities. Johnston County could build a support services complex to include the Sheriff's office and a 911 communications center.

Councilman Stevens stated the detention center needed to be close to the courthouse. The detention center would economically benefit the Town because County employees would still need places to eat and places to shop.

Mayor Moore questioned if the rezoning could be considered spot zoning. Town Attorney Bob Spence responded that it was not considered spot zoning

Councilman Lee questioned why the County needed a new jail. He stated the perception would be that there was a crime problem in Smithfield. Adding the jail to this location would hinder people from moving into Smithfield.

Councilman Barbour questioned if Johnston County was requesting annexation. Mr. Wensman responded they were not requesting annexation and he did not anticipate they would in the future.

Mark Lane of 2080 Yelverton Grove Road informed the Council he was not opposed to the jail being located on the property. His concern was the increased traffic in the area. Mr. Lane explained that in the morning and the evening, it was difficult to get off of Yelverton Grove Road onto US 70.

Sheriff Steve Bizzell informed the Council that the proposed detention center would not have the appearance of a prison. The idea was to build the detention center at the back of the property and hopefully the Sheriff's office on the front of the property. In the future, Sheriff Bizzell would like the 911 Center moved to the property, but that would be a decision for the County Commissioners. Also, the County could work with the Town to have a fire station built on the site. Sheriff Bizzell stated the current jail in downtown was overcrowded and Johnston County was paying to have inmates housed in other Counties. It was the Sheriff's desire to keep County government buildings in the County seat of Smithfield where they belonged.

Mayor Moore expressed his appreciation for the Sheriff's desire to keep the county government buildings in Smithfield

Rocky Lane of Sanford Holshouser explained the detention center was a commercial enterprise that Smithfield already had in the downtown area. If the detention center was built in another part of Johnston County, the Town of Smithfield would lose that economic impact. County employees who work in Smithfield also spend money in Smithfield.

Monique Clark of 401A South Third Street stated the jail would provide jobs, but it would also increase incarceration rates. She asked the Council to consider the impact on the economically disadvantaged youth.

Councilman Ashley asked that the County consider the signage not to include the words detention center or jail.

Mayor Pro-Tem Scott made a motion, seconded by Councilman Rabil, to close the public hearing. Unanimously approved.

Councilman Barbour made a motion, seconded by, Councilman Rabil, to approve Rezoning Request RZ-18-08, from R-20A (Residential-Agriculture) and B-3 (Highway Entrance Business) zoning districts to the O/I (Office/Institutional) zoning district. Unanimously approved.

Councilman Ashley made a motion, seconded by Councilman Dunn, to approve the Consistency statement as set forth in the agenda declaring its consistency with the Town of Smithfield Comprehensive Growth Management Plan and that it was reasonable and in the public interest. Unanimously approved.

2. **Zoning Text Amendment - Stephenson General Contractors (ZA-18-09):** The applicant was requesting an amendment to the Town of Smithfield Unified Development Ordinance, Article 6, Section 6.5 Tables of Uses and Activities, to allow for Licensed Facilities: Child Care Center as a special use with supplemental standards in the O/I (Office/Institution) zoning district.

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

Planning Director Stephen Wensman addressed the Council on a request by Durwood Stephenson to amend the Unified Development Ordinance (UDO) Article 6, Section 6.5 Table of Uses and Activities to allow licensed child care centers in the O/I (Office/Institutional) zoning district as special uses with supplementary standards. The UDO allows licensed child care centers in the commercial business districts and industrial districts. Licensed child care centers would be as compatible or more compatible with permitted uses in the O/I zoning district as compared with permitted uses in those commercial and industrial zoning districts. For instance, most typically, daycare uses in industrial districts are only allowed as accessory to a principal use. Daycare in the O/I zoning district will not displace retail activities (pedestrian and vehicular traffic) as it often does in commercial business districts. Licensed child care center use is supportive of office and institutional uses by providing child care services for workers in the area and nearby residential areas without causing disruption.

The Planning Board reviewed the application at the October 4, 2018 meeting and unanimously recommended approval. No members of the public were present or commented on the request.

Planning Staff and the Planning Board recommend approval of zoning text amendment ZA-18-09 with a consistency statement declaring the request was consistent with the Town of Smithfield Comprehensive Growth Management Plan and the request was reasonable and in the public interest.

Planning Director Stephen Wensman has incorporated his entire record and provided it to Council in written form in the November 6, 2018 agenda packet.

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

Mayor Moore asked if there was anyone present that wished to speak on this matter. There were none.

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

Councilman Ashley made a motion, seconded by Mayor Pro-Tem Scott, to approve Text Amendment Ordinance ZA-18-09 as submitted stating the request was consistent with the Town of Smithfield Comprehensive Growth Management Plan and the request was reasonable and in the public interest. Unanimously approved.

ORDINANCE # ZA-18-09
AN ORDINANCE TO AMEND THE TOWN OF SMITHFIELD UNIFIED DEVELOPMENT
ORDINANCE ARTICLE 6. SECTION 6.5 TABLE OF USES AND ACTIVITIES

WHEREAS, the Smithfield Town Council wishes to amend certain provisions in the Unified Development Ordinance by making changes to the Town of Smithfield Unified Development Ordinance to allow for churches/places of worship and clubs or private lodges meeting halls within shopping centers providing additional supplemental standards can be met.

WHEREAS, it is the objective of the Smithfield Town Council to have the UDO promote regulatory efficiency and consistency and the health, safety, and general welfare of the community;

NOW, THEREFORE, be it ordained that the following Articles are amended to make the following changes set forth in the deletions (strikethroughs) and additions (double underlining) below:

[Revise Article 6, Zoning Districts, Section 6.5 Table of Uses and Activities to allow for Child Care Centers as a special use with supplemental standards within the O/I (Office and Institutional) Zoning District.]

Excerpt of Article 6, Zoning Districts, Section 6.5 Table of Uses and Activities to be amended as follows:

Uses	O/I	B-1	B-2	B-3	LI	HI	Supplemental Regulations
Child care center	<u>SS</u>	SS	SS	SS	SS	SS	Section 7.41

PART 2

That the Unified Development Ordinance shall be page numbered and revision dated as necessary to accommodate these changes.

PART 3

That these amendments of the Unified Development Ordinance shall become effective upon adoption.

Town Clerk Shannan Parrish administered affirmations to those that wished to offer testimony during the

- 3. Special Use Permit Request - Durwood Stephenson (SUP-18-11):** The applicant was requesting a special use permit to operate a child care center on property located within an O/I (Office/Institution) zoning district. The property considered for approval is located on northwest side of intersection of Berkshire Road and West Edgerton Street. The property is further identified as Johnston County Tax ID# 15004199J

Councilman Ashley made a motion, seconded by Councilman Dunn, to open the public hearing. Unanimously approved.

Planning Director Stephen Wensman testified that the applicant was proposing to adapt the existing office building for use as a licensed child care center for up to 30 children; modifying the front parking lot with a drop-off area and adding a 2,250 sq. ft. fenced play area to the rear of the structure.

With the approval of Zoning Text Amendment, ZA-18-09, child care centers in the O/I Zoning District require a special use permit complying with the supplementary standards for child care centers found in Article 7, Section 7.4. The supplementary standard 7.4.1.1 required an outdoor play area that is 75 sq. ft. per child and that it was shaded by a building, awnings, trees or other methods. The play area is sized appropriately, but no shade has been shown for the play area. The applicant has indicated that shade trees will be planted 30 ft. on center inside the fenced play area. The landscape plan should be amended to show required shade over the play area.

The childcare center will have up to seven employees on duty when the center is at capacity with proposed hours of operation to be Monday – Friday, 6 AM to midnight. The childcare center licensed for 30 children was required to have 9 parking stalls. The site plan shows 19 parking stalls, one of which is shown to be handicap accessible. The site was first developed prior to the stormwater management ordinance. The child care center will not increase the impervious conditions of the site, so no stormwater management will be required. An existing ground sign was located near the street entrance. This sign will be repurposed for the childcare center. Any modifications to the signs for the facility require a separate sign permit issued by the Planning Department.

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

STAFF'S FINDINGS OF FACT

1. The proposed child care center will not significantly change the site from what it is currently. There is adequate open space for the child play area and adequate parking. The hours of operation will not have an impact on adjacent properties.
2. The child care center will be in harmony as it is similar to other permitted uses in the O/I such as schools, family child care homes family care homes.
3. The surrounding properties are all developed but for the one to the south. The use of this site for a child care center will have no impact on the normal and orderly development or improvements of surrounding properties.
4. Utilities to the site will be unchanged from what exists presently.
5. Ingress and egress on the site will remain unchanged
6. All regulations have been conformed with, or will be conformed with prior to issuance of a permit.
7. The access conforms to plans.

8. The access conforms to plans

The Planning Department recommends approval of the Special Use Permit, SUP-18-11, with the following conditions:

1. The landscape plan shall be updated to include the shading over child's play area.
2. Any plants identified on the landscape plan that are dead or missing shall be replaced.
3. That a sign permit be obtained prior to making any changes to the signs for the child care center. That a sign permit be obtained prior to making any changes to the signs for the child care center.

Planning Director Stephen Wensman has incorporated his entire record and provided it to Council in written form in the November 6, 2018 agenda packet.

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

Councilman Barbour questioned if there was another child care facility located near the proposed property. Mr. Wensman responded he believed there was another child care facility in the vicinity.

Mayor Moore asked the applicant if he was in agreement with the testimony provided by Planning Director Stephen Wensman. Durwood Stephenson testified he was in agreement, but assured the Council he would not be operating a child care center. Mr. Stephenson testified the property was purchased for the relocation of an existing child care facility.

Mayor Pro-Tem Scott questioned if the hours of operation would be 6 am until midnight. Mr. Stephenson testified that the child care facility would be operational during those hours to accommodate hospital staff's shift schedules.

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

The Written Finding

Councilman Ashley made a motion, seconded Councilman Stevens, to vote in the affirmative to all of the below eight stated Finding of Fact. Unanimously approved.

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

1. The establishment, maintenance, or operation of the special use will not be detrimental to or endanger the public health, safety, or general welfare.
2. The special use will be in harmony with the existing development and uses within the area in which it is to be located.
3. The establishment of the special use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district.
4. Adequate utilities, access roads, drainage, parking, or necessary facilities have been or are being provided.
5. Adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.

6. The special use shall, in all other respects, conform to all the applicable regulations of the district in which it is located.
7. Public access shall be provided in accordance with the recommendations of the Town's land use plan and access plan or the present amount of public access and public parking as exists within the Town now. If any recommendations are found to conflict, the system requiring the greatest quantity and quality of public access, including parking, shall govern.
8. The proposed use will be in conformity with the land use plan, thoroughfare plan, or other plan officially adopted by the Town Council.

Record of Decision: Approval of Conditional Use Permit Application Number SUP-18-11

Councilman Ashley made a motion, seconded by Mayor Pro-Tem Scott, based upon satisfactory compliance with the above eight stated findings and fully contingent upon acceptance and compliance with all conditions as previously noted herein and with full incorporation of all statements and agreements entered into the record by the testimony of the applicant and applicant's representative, I move to recommend approval of Special Use Permit Application # SUP-18-11 with the following conditions:

- The landscape plan shall be updated to include the shading over child's play area.
- Any plants identified on the landscape plan that are dead or missing shall be replaced.
- That a sign permit be obtained prior to making any changes to the signs for the child care center. That a sign permit be obtained prior to making any changes to the signs for the child care center.

Unanimously approved.

4. **Annexation Petition:** Navaho Investment Company, LLC, was requesting to annex approximately 32.79 acres of land into the Town of Smithfield's corporate limits. The property considered for annexation on Galilee Road about 1900 feet south of Black Creek Road, near West Smithfield Elementary School.

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

Planning Director Stephen Wensman addressed the Council on a request by Navaho Investment Company to annex land into the Town of Smithfield's corporate limits. Mr. Wensman explained the 32.79 acre parcel with the Johnston County Property ID# 15I09011B received preliminary plat approval by the Johnston County Board of Commissioners around 2007-2008. The development of the property did not move forward due to the economic recession at that time and the plat became void. Since then, the Town of Smithfield's ETJ was expanded to include the 11.53 acre portion of the property and was rezoned to R-20A. The remainder of the property, 21.26 acres, remains in the County's jurisdiction with the zoning designation AR. In 2018, the portion of the property located in the County was preliminary platted into 62 lots meeting the County's zoning and subdivision standards. The applicant intends to develop the entire property after annexation into the Town and rezoning of the 21.26 acres in the County's jurisdiction

At the September 4, 2018 meeting, the Town Council passed Resolution # (625) 12-2018, directing the Town Clerk to investigate the sufficiency of the petition should the Council wish to move forward with the annexation of the property into the corporate Town limits. The Town Clerk investigated the petition and has determined it to be valid. At the October 3, 2018 meeting, the Town Council approved Resolution # 628 (15-2018) setting the date for the Public Hearing.

Pursuant to NCGS 160A-58.2, the Town Council will accept public comments and consider adopting Ordinance # 497 extending the Corporate Limits of the Town of Smithfield. The Ordinance may be adopted immediately or within six months.

Mr. Wensman explained the area proposed for rezoning, if annexed, will be annexed with preliminary plat entitlements. The preliminary plat conforms to the County's AR district zoning and the Johnston County subdivision regulations. The lots will not be in conformance with the Town's R20-A zoning regulations and will be deemed legal nonconforming if annexed. The Town's regulations require sidewalks on one side of each residential street and a minimum lot area of 15,000 sq. ft. The approved preliminary plat has a minimum lot size of around 7,000 sq. ft., and will be developed without sidewalks or curb and gutter. There may be other nonconformities associated with the development that are at present unknown.

Mayor Moore stated the Town's Ordinance requires sidewalks, but the County's does not. He questioned if part of the subdivision would have sidewalk and the other portion would not. Mr. Wensman responded there were several differences between the County's requirements and the Town's requirement. Mayor Moore questioned if requiring sidewalks could be a condition of annexation. Town Attorney Bob Spence responded that conditions could not be placed on annexations. Mayor Moore further questioned if the applicant had submitted the plat for the portion of land that was in the Town's ETJ. Mr. Wensman responded that had not been submitted.

Mr. Wensman stated Smithfield would provide sewer and water utilities with a master meter on Johnston County's service lines and electricity will be provided by Duke Energy. Johnston County Utilities has requested that the entire development be served by the Town of Smithfield. The Town has the first right of refusal on water and sewer services.

Mr. Wensman further stated that during the Clerk's investigation it was determined that the Town does not have a limit on noncontiguous annexation. The Town can accept as much noncontiguous annexation as it needs or wants.

Planning Director Stephen Wensman has incorporated his entire record and provided it to Council in written form in the November 6, 2018 agenda packet.

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

Mayor Pro-Tem Scott asked for clarification on the noncontiguous rule. Town Attorney Bob Spence responded that the general statute was clear that Smithfield was exempt from that requirement.

Councilman Dunn stated it would be beneficial for the Council to know all the nonconformities before a decision was made.

Mayor Moore stated the portion of the development in Johnston County has already been platted and the Town Council is now being asked to annex the property into the corporate limits without knowing exactly what the Town was annexing. Mayor Moore's concern was the Town was being asked to supply services to the area without knowing the density of the subdivision. He questioned the additional cost of providing services to the area. Town Manager Michael Scott responded there would be some additional costs associated with providing trash receptacles, but no additional labor or infrastructure costs.

Mayor Pro-Tem Scott questioned who would incur the cost for the lift station. The Town Manager responded the developer would pay for the installation of the lift station.

Councilman Ashley questioned how the Town could provide services without any additional cost. The Town Manager responded the residents would pay garbage collection fees. Councilman Ashley stated he was not opposed to the annexation request, but felt he did not have enough information to make a decision

Mayor Moore questioned if the applicant was in attendance. They were not.

Mayor Moore asked if there was anyone present that wished to speak on this matter.

Pam Lampe of 405 North Second Street stated she was not no for against the request. She asked that the Council consider tabling the request until staff had time to determine the actual cost of providing services to the area.

Councilman Ashley made a motion, seconded by Councilman Dunn, to close the public hearing. Unanimously approved.

Councilman Ashley made a motion, seconded by Mayor Pro-Tem Scott, to table the request until no later than the January 2019 regular Town Council meeting. Unanimously approved.

- 5. Subdivision Request - Last Investment LLC (S-18-02):** The applicant was requesting preliminary subdivision approval of a 110 lot residential development on approximately 100 acres of land located within an R-20A (Residential-Agricultural) zoning district. The property considered for preliminary subdivision approval is located on southwest side of the intersection of Swift Creek Road and Cleveland Road and further identified as Johnston County Tax ID# 15I08020.

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

Planning Director Stephen Wensman addressed the Council on a request by Last Investments, LLC requesting a Preliminary Subdivision Plat for Swift Creek Road Tract, a proposed 110 lot single-family detached residential development on a 97.57 acre parcel in the R-20A zoning district. Mr. Wensman explained that utilities would be Town water with master meter charged as out of town customers, on-site septic, and Duke electric. The proposed subdivision is in this ETJ and at this time no annexation has been requested. The proposed lot sizes are 20,000 sq. ft. (.46 acres) to 67,513 sq. ft. (1.55 acres) and phasing of the subdivision is undetermined, likely 20 lots per year in phase 1 starting in the front possibly.

The applicant is proposing 8,031 lineal feet of Public Street. The road surface will be 20 foot wide public streets with drainage swales and a 5 ft. public sidewalk on one side of the street in a 60 ft. right-of-way consistent with UDO requirements. Five foot sidewalks will also be constructed along Swift Creek and Cleveland Roads

The preliminary plat when first submitted showed lateral access to both the north and south sides of the plat as required. The lateral access on the south side led to a blue line stream. Staff had this access removed from the plans. The entire south edge of the plat appears to be wet lowland and the adjacent area most likely unbuildable The lateral access to the north will provide an appropriate access to the adjacent property should it develop in the future. The adjacent property to the north is outside the Town's ETJ.

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

The proposed preliminary plat shows 11.93 acres of open space containing the wetland and mostly within the 100 year flood elevation. The open space will be owned in common by a homeowner's association. An access strip has been provided that is 20 feet wide shown between Lots 25 and 26. The developer has not provided any HOA documents for review by the Town Attorney as required. A condition of approval has been added to the recommendation requiring submittal of HOA documents for Town Attorney review.

The development property contains a low wetland area on the southwest corner of the property and a blue line stream near the southeast corner of the property. The required 50 ft. riparian buffer is shown on the preliminary plans. There is also an existing ditch crossing the property in a north-south direction with an area of poor draining soils. There are several lots in the development that appear to be located on poorly draining soils that may not be suitable for on-site septic. Soil borings have been scheduled.

There is a cemetery on the north edge of the property. Access to the cemetery is shown to be over a 30 ft. wide easement centered on the property line. Planning Staff did receive comments from a member of the Avera family claiming that the 30' access easement was not properly executed. One of the issues will be the cemetery access which was allowed by a verbal agreement. Staff has found no recorded deed of easement. The applicant will have to provide proof of recorded easement.

The proposed road access to the development is from a single access on Sift Creek Road about 525 feet north of the Swift Creek Road and Cleveland Road intersection. The NCDOT prefers the single entrance to this development because of the safety considerations. NCDOT is conducting a traffic count on Swift Creek Road to determine whether a turn lane will be needed to help mitigate the traffic the future development is expected to generate. An NCDOT access permit will be needed for the road access. If the Town prefers a second entrance, the NCDOT would prefer to have emergency accesses with a gate rather than two accesses for this subdivision. A condition of approval requiring a second access with a crash gate has been added

The applicant has submitted a stormwater management plan that indicates the development will be exempt from stormwater retention because the impervious area will be under the 15% impervious threshold. The applicant will be required to purchase nitrogen credits in lieu of managing stormwater quality on site. The individual lots will be limited to 3,803.8 sq. ft. of impervious surface (home, driveway, sidewalk, patio and shed, etc.).

Mr. Wensman explained Lots 92 and 93 do not meet the Town's lot requirements. UDO Section 10.108.1.4.3. states that lot size, shape, and location shall be made with due consideration to topographic conditions, contemplated use, and the surrounding area. Staff believes the hook shapes are an issue for surrounding properties. These areas will be difficult to maintain and may not be maintained appropriately so nearly detached from the main parcel. In addition, the County does not enforce nuisance complaints, so the hooks are likely going to be an enforcement issue for the surrounding homeowners. UDO Section 10.108.1.4.6. requires that side lot lines be substantially at right angles or radial to street lines. The hook lots do not conform to this code provision.

There are no specific landscaping and tree preservation standards for single family residential development. No landscaping or tree preservation plans have been provided.

No lighting plan has been provided. A lighting plan is required complying with the Town's UDO. In this case, Duke will be providing the lighting for the development

The developer has not specifically identified a phasing plan, but has indicated that the first phase will likely consist of about 20 lots.

The applicant has not proposed any subdivision entrance signs. Such signs will require a sign permit prior to construction and will need to comply with the Town of Smithfield Unified Development Ordinance.

The Planning Board reviewed the application on October 4th, 2018. The Planning Board expressed concerned about the lack of a phasing plan, subdivision signs and landscaping, and that the development had only one entrance off of Swift Creek Road. The Planning Board recommended approval with eight staff recommended conditions and an additional condition:

- Second driveway be reviewed and investigated If a second entrance is not feasible then a crash gate be investigated.

Staff checked with the NCDOT about a second entrance and if the Town prefers a second entrance, the NCDOT would prefer to have emergency accesses with a gate rather than two accesses for this subdivision. A condition requiring a second entrance with a crash gate was added in the event the Town Council desires the second access for emergencies.

Staff received comments from the adjacent property owner. She does not want the lateral access to the north and asked that it be removed as her family has no intentions of developing the adjacent property. Also, Cemetery access should not be through her property and she wishes to have the existing tree line preserved.

Staff recommends the Planning Board recommend approval of preliminary plat S-18-02 with the following conditions:

1. That the suitability for on-site septic be proven for each lot prior to construction.
2. That the preliminary plat be revised to eliminate the hook lots, Lots 92 and 93.
3. That HOA documents be submitted for review by the Town Attorney prior to final plat approval.
4. That a lighting plan be submitted for Town review prior to construction.
5. That a phasing plan be provided.
6. That the applicant obtains a NCDOT Permit for the access to Swift Creek Road prior to construction.
7. That the applicant provides proof of legal access to the cemetery. Provide legal access to the cemetery
8. That the applicant provides an emergency entrance onto Swift Creek Road with a crash gate.

Councilman Barbour questioned if the only utility the subdivision was requesting was water. Mr. Wensman responded that the County would provide it, but the Town has the first right of refusal.

Councilman Barbour stated the West Smithfield had an issue with septic tanks and they were ineffective. Should the applicant choose to annex in the future, providing sewer service would be an issue for the Town. Mr. Wensman responded that if any soil testing comes back and they are unable to build on those lots, they will be eliminated.

Councilman Ashley questioned the required buffer. Mr. Wensman responded there are no buffer requirements for single family residential areas or agricultural areas.

Councilman Barbour stated his concerns about providing water services to an area that did not want to annex into the Town. Mr. Wensman responded that staff is working on a policy for those to develop without annexation.

Sue Avera of 313 North Second Street expressed her concerns about the proposed development because it is adjacent to the Avera Family Farm. She explained the land had been in the Avera family since 1702 and is registered as an NC Century Farm. She further explained this was a working farm and it was the intent to keep it as a working farm. She requested that a buffer or permanent fence be installed along the property line to thwart nuisances. The Council should consider putting guidelines in place for rural land conservation issue such as wind and soil erosion. She asked that the tree line be left in place. Mrs. Avera asked that the lateral access to the north of her family's property be removed because there was no desire to develop the land. She further requested that the Council investigate voluntary agriculture districts guideline that encourages preservation and protection of farm land.

Emma Gemmel of 207 Hancock Street provided photos to the Council to ensure they could see the encroachment that could happen on her family's land. Mrs. Gemmel explained there was a pond on the property and the trees were not barriers to curious children from the subdivision trespassing on the Avera Family Farm. By not providing a permanent barrier, the Town was leaving the Avera family with a liability. Mrs. Gemmel further stated that the developer will build the houses and the Avera family will be left to deal with the residents of the subdivision.

Brenda Avery of 107 Garnet Lane Clayton expressed her concerns about accessing her family's

cemetery. She and her sister have been maintaining the cemetery since 2010 when they discovered their ancestors' final resting place. Currently, they have been accessing the cemetery through Swift Creek road.

Richie Hines representing the applicant stated there was a cemetery easement on the surveyor's map, but it was never recorded. Mr. Hines stated the applicant would be amenable to allow the family to access the cemetery possibly through the subdivision. Mr. Hines explained that the Town of Smithfield does not require a buffer of fencing from the applicant's property to the adjacent property and fencing is not being proposed. The applicant is willing to leave the tree line at the rear of the property and it's their practice to leave a buffer along the rear and side property lines.

Councilman Barbour questioned if fencing was being proposed. Mr. Hines responded that fencing was not being proposed, but individual home owners may install fencing.

Councilman Dunn stated that even if the applicant planned to leave the tree line, each individual property owner could remove those trees once they purchased the property. Town Attorney Bob Spence responded a recorded easement could eliminate the removal of the trees.

Mr. Hines stated the applicant was agreeable to the removal of the lateral access to the north. Mr. Hines explained that Johnston County was currently evaluating both the septic system and the repair on each lot. The boundary has been surveyed, but the lots have been rough staked because not every lot will have the soil needed for septic systems.

Councilman Ashley questioned if the applicant would add a 20 ft buffer behind each lot and add it as a common space for the HOA. Mr. Hines responded that he would like to investigate that with the Johnston County Health Department because he didn't believe they needed that amount of space for the septic systems, but possibly some easement could be worked out.

Councilman Barbour questioned if the applicant had any desire to annex into the Town. Mr. Hines responded the Town would not be in favor of extending all utilities to the proposed subdivision. Mr. Hines explained that all of the agencies are reviewing the full set of plans for the subdivision and to go back now and require annexation would be costly. Councilman Barbour stated that a major advantage of annexation would be ensuring that the subdivision stays up to code. Mr. Hines responded that the applicant uses a management company to enforce the rules and regulations of the HOA.

Councilman Ashley stated he wanted to respect the rights of the adjacent property owners since vacant land is becoming so obsolete. The hope is that the applicant would work with the neighboring property owners concerning a buffer to protect the integrity of their land and the integrity of the subdivision. Mr. Hines responded that he did speak with the applicant prior to them leaving the country and they are agreeable to leaving the buffer, but the width of the buffer should be discussed. Mrs. Gemmel stated the trees were not a buffer; the family desired a fence to be installed the full length of the property so people could not trespass on their farm land.

Charles Avera informed the Council that there were federally protected mussels in the creek on the Avera Family Farm.

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

Councilman Ashley suggested that applicant meet with the adjacent property owners and the engineer to work out a compromise. Mr. Hines was agreeable to this request.

Councilman Ashley made a motion, seconded by Councilman Barbour, to table this request until the December meeting. Unanimously approved.

Mayor Moore asked the Planning Director to work with the applicant, the adjoining property owners and the owners of the cemetery.

CITIZENS' COMMENTS:

- Lucy Washington of 306 Birch Street expressed her appreciation to the Council for repaving Birch Street, but stated a pile of asphalt was left in the cul-de-sac. There was also a trench between the pavements that would hold water. She requested the Town consider notifying residents in advance when any work would be performed in their area.
- Steve Reed of the Johnstonian News introduced himself to the Town Council stating the Johnstonian News would begin coverage of the Town of Smithfield.

CONSENT AGENDA:

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

1. The following minutes were approved
 - October 2, 2018 – Regular Meeting
 - September 4, 2018 – Close Session
 - September 20, 2018 – Special Meeting
2. Approval of Ordinance #496 to amend Chapter 6, Cemeteries, Section 50 Mausoleums, to allow for personal mausoleums on lots purchased prior to June 5, 2001

TOWN OF SMITHFIELD
North Carolina
ORDINANCE # 496

AN ORDINANCE TO AMEND THE TOWN OF SMITHFIELD CODE OF ORDINANCES,
CHAPTER 6, CEMETERIES; SECTION 50, MAUSOLEUMS

WHEREAS, Chapter 6 of the Town of Smithfield's Code of Ordinances outlines the regulations concerning cemeteries within the Town; and

WHEREAS, The Town Manager, Michael Scott, is requesting the Ordinance be amended to include private mausoleums for lots purchased prior to June 5, 2001.

NOW THEREFORE BE IT ORDAINED by the Town Council of the Town of Smithfield that Chapter 6, Cemeteries; Section 50, Mausoleums is rewritten as follows:

Sec. 6-50. - Mausoleums.

No private mausoleum shall be constructed or installed in any cemetery.

Private Mausoleums are only permitted in public cemeteries on lots purchased by the intended user (or family) prior to June 5, 2001. These mausoleums will house no more than four (4) separate human remains and will be constructed of only solid granite or solid marble stone equal to or greater than the following specifications:

- Walls: 4 inches thick
- Roof: 5 inches thick
- Sub Floor: One-piece construction, 6 inches thick
- Base: The mausoleum must sit on a solid concrete base, as approved by the Smithfield Public Works Director, prior to the placing of any mausoleum.

This ordinance shall be effective upon adoption

3. Approval of Resolution #629 (16-2018) accepting the Water Shortage Response Plan for the Town of Smithfield Water Service

TOWN OF SMITHFIELD
RESOLUTION #629 (16-2018)

FOR APPROVING TOWN OF SMITHFIELD (PWSID# 03-51-010)
WATER SHORTAGE RESPONSE PLAN

WHEREAS, North Carolina General Statute 143 355 (I) requires that each unit of local government that provides public water service and each large community water system shall develop and implement water conservation measures to respond to drought or other water shortage conditions as set out in a Water Shortage Response Plan and submitted to the Department for review and approval; and

WHEREAS, as required by the statute and in the interests of sound local planning, a Water Shortage Response Plan for the Town of Smithfield, has been developed and submitted to the North Carolina Department of Environmental Quality, Division of Water Resources for approval; and

WHEREAS, the Smithfield Town Council finds that the Water Shortage Response Plan is in accordance with the provisions of North Carolina General Statute 143 355 (I) and that it will provide appropriate guidance for the future management of water supplies for the Town of Smithfield, as well as useful information to the Department of Environmental Quality for the development of a state water supply plan as required by statute;

NOW, THEREFORE, BE IT RESOLVED by the Town Council of Town of Smithfield that the Water Shortage Response Plan entitled, Town of Smithfield Water Shortage & Conservation Plan dated October 5, 2018, is hereby approved and shall be submitted to the Department of Environmental Quality, Division of Water Resources; and

BE IT FURTHER RESOLVED that the Smithfield Town Council intends that this plan shall be revised to reflect changes in relevant data and projections at least once every five years or as otherwise requested by the Department, in accordance with the statute and sound planning practice.

{Attached hereto and made a part of these official minutes is the Water Shortage Response Plan for the Town of Smithfield Water Service}

4. Approval of Resolution #630 (17-2018) accepting the Water Shortage Response Plan for the Smithfield South Water District Service Area

TOWN OF SMITHFIELD
RESOLUTION #630 (17-2018)
FOR APPROVING SMITHFIELD SOUTH WATER
DISTRICT (PWSID# 40-51-007) WATER SHORTAGE RESPONSE PLAN

WHEREAS, North Carolina General Statute 143 355 (I) requires that each unit of local government that provides public water service and each large community water system shall develop and implement water conservation measures to respond to drought or other water shortage conditions as set out in a Water Shortage Response Plan and submitted to the Department for review and approval; and

WHEREAS, as required by the statute and in the interests of sound local planning, a Water Shortage Response Plan for the Town of Smithfield, has been developed and submitted to the North Carolina Department of Environmental Quality, Division of Water Resources for approval; and

WHEREAS, the Smithfield Town Council finds that the Water Shortage Response Plan is in accordance with the provisions of North Carolina General Statute 143 355 (I) and that it will provide appropriate guidance for the future management of water supplies for the Town of Smithfield, as well as useful information to the Department of Environmental Quality for the development of a state water supply plan as required by statute;

NOW, THEREFORE, BE IT RESOLVED by the Town Council of Town of Smithfield that

the Water Shortage Response Plan entitled, Smithfield South Water District Water Shortage & Conservation Plan dated October 5, 2018, is hereby approved and shall be submitted to the Department of Environmental Quality, Division of Water Resources; and

BE IT FURTHER RESOLVED that the Smithfield Town Council intends that this plan shall be revised to reflect changes in relevant data and projections at least once every five years or as otherwise requested by the Department, in accordance with the statute and sound planning practice.

{Attached hereto and made a part of these official minutes is the Water Shortage Response Plan for the Smithfield South Water District Service Area}

5. Bid was awarded to Barrs Recreation, LLC in the amount of \$48,673.01 for the procurement and installation of playground equipment at Smith-Collins Park through the NIPA purchasing cooperative
6. Approval was granted for the temporary promotion of a Sergeant to the Rank of Lieutenant due to the Lieutenant on C Squad being out on extended medical leave
7. Approval was granted for a temporary promotion Police Officer to the Rank of Sergeant due to the Lieutenant on C Squad being out on extended medical leave
8. Approval was granted to accept Lake Park Circle as a Town maintained street.

9. New Hire Report

<u>Position</u>	<u>Department</u>	<u>Budget Line</u>	<u>Rate of Pay</u>
Facility Maintenance Specialist	PW – General	10-60-5500-5100-0200	\$11.07/hr. (23,025.60/hr.)
P/T Lifeguard	P&R – Aquatics	10-60-6220-5100-0220	\$7.50/hr.
P/T Lifeguard	P&R – Aquatics	10-60-6220-5100-0220	\$7.50/hr.
Sanitation Equipment Operator	PW – Sanitation	10-40-5800-5100-0200	\$11.52/hr. (\$28,059.20/yr.)
Utility Line Mechanic	PU – Water / Sewer	30-71-7220-5100-0200	\$12.83/hr. (\$26,686.40/yr.)
Water Plant Operator	PU – Water Plant	30-71-7200-5100-0200	\$14.73/hr. (\$30,638.40/yr.)

Current Vacancies

<u>Position</u>	<u>Department</u>	<u>Budget Line</u>
Electric Line Technician	PU- - Electric	31-72-7230-5100-0200
Police Officer I	Police	10-20-5100-5100-0200
P/T Lifeguard	P & R – Aquatics	10-60-6220-5100-0220
Utility Line Mechanic	PU – Water / Sewer	30-71-7220-5100-0200

10. Approval of Resolution #632 (19-2018) Designation of Applicant’s Agent for FEMA Relief – Hurricane Florence
{Attached hereto and made a part of these official minutes is Resolution #632 (19-2018)}

Unanimously approved.

Business Items

1. **Consideration and Approval to Adopt Resolution #631 (18-2018) to begin the Upset Bid Process for property located at 916 Third Avenue in accordance with NCGS 160A-269**

Town Manager Michael Scott addressed the Council on a request to begin the upset bid process for property located at 916 Third Avenue. The Town Manager explained the Town acquired the lot several years ago following what appeared to be a condemnation. The house originally located

on the property was removed and the lot was currently vacant and required normal maintenance from Town staff such as mowing. Under NC G.S. 160A-268, 269, & 270, the Town can sell real property through the method of sealed bids, upset bids, or public auction. The lot currently provides no service to the Town of Smithfield and appears it would be better used if owned by a private citizen. A beginning bid recommendation has been received in the amount of \$6,500. 5% of the bid amount would be deposited with the Clerk upon the approval of the bid by Council. Staff is recommending the Council approval an upset bid process to sell the lot with the beginning bid of \$6,500.

Mayor Moore questioned if the Town demolished the house and the cost of the demolition. The Town Manager responded the Town did demolish the house, but he could find no record of the cost.

Councilman Barbour questioned the tax value on the property. The tax value was \$10,250.

Councilman Ashley made a motion, seconded by Councilman Dunn, to approve the Resolution #631 (18-2018) and the request to move forward with the upset bid process. Unanimously approved

Town of Smithfield Resolution # 631 (18-2018)
Resolution Authorizing Upset Bid Process

WHEREAS, the Town of Smithfield owns certain property located at 916 Third Avenue-Johnston County Tax ID #15064012/ NCPin 169310-46-8076; and

WHEREAS, North Carolina General Statute § 160A-269 permits the Town to sell property by upset bid, after receipt of an offer for the property; and

WHEREAS, the Town has received an offer to purchase the property described above, in the amount of \$6,500.00, submitted by Vertis R Richardson III; and

WHEREAS, Vertis R Richardson III has agreed to pay the required five percent (5%) deposit on his offer;

NOW THEREFORE, THE TOWN COUNCIL OF THE TOWN OF SMITHFIELD RESOLVES THAT:

1. The Town Council authorizes sale of the property described above through the upset bid procedure of North Carolina General Statute § 160A-269.
2. The Town Clerk shall cause a notice of the proposed sale to be published. The notice shall describe the property and the amount of the offer, and shall state the terms under which the offer may be upset.
3. Persons wishing to upset the offer that has been received shall submit a sealed bid with their offer to the office of the Town Clerk within 10 days after the notice of sale is published. At the conclusion of the 10-day period, the Town Clerk shall open the bids, if any, and the highest such bid will become the new offer. If there is more than one bid in the highest amount, the first such bid received will become the new offer.
4. If a qualifying higher bid is received, the Town Clerk shall cause a new notice of upset bid to be published, and shall continue to do so until a 10-day period has passed without any qualifying upset bid having been received. At that time, the amount of the final high bid shall be reported to the Town Council.
5. A qualifying higher bid is one that raises the existing offer by not less than ten percent (10%) of the first \$1,000.00 of that offer and five percent (5%) of the remainder of that offer.

6. A qualifying higher bid must also be accompanied by a deposit in the amount of five percent (5%) of the bid; the deposit may be made in cash, cashier's check, or certified check. The Town will return the deposit on any bid not accepted, and will return the deposit on an offer subject to upset if a qualifying higher bid is received. The Town will return the deposit of the final high bidder at closing.
7. The terms of the final sale are that the Town Council must approve the final high offer before the sale is closed, which it will do within 30 days after the final upset bid period has passed, and the buyer must pay with cash at the time of closing.
8. The Town reserves the right to withdraw the property from sale at any time before the final high bid is accepted and the right to reject at any time all bids.
9. If no qualifying upset bid is received after the initial public notice, the offer set forth above is hereby accepted. The appropriate Town officials are authorized to execute the instruments necessary to convey the property to Vertis R. Richardson III.

2. Bid Award to JP Edwards in the amount of \$32,323 and contract approval for the removal of the Eva Ennis Pool and adjacent structures

Town Manager Michael Scott stated the removal of the Eva Ennis Pool and adjacent structures was approved by vote of the Council in June 2016 with the understanding that the Town would create a recreation center at Smith Collins Park. The Town is currently operating the Sarah Yard Community Center to provide a recreational center for the area. A Request for Proposal was originally distributed on March 7, 2017 soliciting quotes for the removal of the pool and associated building structures at the Eva E. Ennis Park. The bid process was delayed to allow for the completion of an asbestos assessment and the acquisition of additional budgeted funds. The evaluation found no asbestos present and prospective contractors were notified of the results.

The Town received the following lump sum bids:

JP Edwards, Inc.	\$ 28,107.00
TSI Disaster Recovery, LLC	\$ 51,300.00
TAP Construction, Inc.	\$ 84,970.00

At that time, bid prices far exceeded budgeted funds. \$27,000 was budgeted for this project in the FY 2018-19 budget. The Parks a Recreation department has identified a total of \$6,000 in savings from the purchase of the budgeted F 550 truck and the budgeted playground equipment for Smith Collins Park. This will allow \$33,000 for the completion of this project. Given the 17-month time frame since the original bid, the low bidder has submitted a revised quote of \$32,323.00.

Councilman Lee questioned if the Town was going to add a splash park in the area. The Town Manager responded he did not believe that was formally discussed. Councilman Lee further stated the removal of the pool left nothing in East Smithfield for the children of the community because the Sarah Yard Community Center was only open three days a week.

Councilman Ashley questioned the length of time the pool had been out of service. The Town Manager responded since 2010. Councilman Ashley stated there were some discussions about alternatives for the area, but there was no formal vote.

Councilman Barbour stated the Council should consider and budget funds for a splash park in the East Smithfield Community.

Councilman Barbour made a motion, seconded by Councilman Dunn to approve the request. Councilman Barbour, Councilman Dunn, Mayor Pro-Tem Scott, Councilman Ashley, Councilman Rabil and Councilman Stevens voted in favor of the motion. Councilman Lee voted against the motion. Motion passed 6 to 1.

3. Consideration and Approval to adopt the 2019 Town Council Meeting Schedule

Town Manager Michael Scott addressed the Council on a request to adopt the 2019 Town Council Meeting Schedule. He explained in 2019, the January meeting is scheduled to be held on January 1st which is a holiday. Staff is requesting that this meeting be changed to January 8th. The July meeting is scheduled to be held on July 2nd. Due to this being a typical holiday/vacation week for many, staff is seeking input from the Council to determine if the meeting should be moved to July 9th. Also, the November meeting is scheduled to be held on November 5th which is Election Day. Staff is recommending this meeting be moved to November 12th

Councilman Ashley made a motion, seconded by Councilman Barbour to adopt the 2019 Town Council Meeting Schedule with the recommended changes. Unanimously approved

2019 Town Council Meeting Schedule

January 8th
February 5th
March 5th
April 2nd
May 7th
June 4th
July 9th
August 6th
September 3rd
October 1st
November 12th
December 3rd

Councilmembers Comments

- Councilman Barbour stated he appreciated the local newspaper being in attendance.

Town Manager's Report:

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

- Storm Water Meeting: A public meeting will be held at the Sarah Yard Center on November 13th at 6:30 to discuss storm water concerns in East Smithfield. This is part of our storm water study being completed by Jewell Engineering.
- Wine Walk: The annual downtown wine walk for Harbor is scheduled for Friday, November 16th from 5:00 to 9:00 pm. Please mark your calendars for this event.
- Gobble Wobble: The Gobble Wobble run/walk is scheduled in South Smithfield for November 17th from 8:00 to 11:00 am.
- Grinch Run: The annual Grinch Run is scheduled to begin at Community Park on December 1, 2018 at 10:00. Registration begins at 8:30. This is a great, fun event for all. Dress-up and be part of the Grinch contest. Don't forget to bring your toy for your admission.
- CDBG: The CDBG Grant for housing rehabilitation (\$750,000) has been submitted. The grant proposal included housing rehabilitation as well as demolition and removal of

condemned homes in the target area of East Smithfield. We are uncertain at what point we will learn if we were awarded funds for this project

Department Reports

A highlight of each department's monthly activities was given to the Council

Closed Session: Pursuant to NCGS 143-318.11 (a) (6) – Personnel Matter

Mayor Pro-Tem Scott made a motion, seconded by Councilman Dunn to go into closed session pursuant to NCGS 143-318.11 (a) (6) to discuss a personnel matter. Unanimously approved at 10:23 pm.

Reconvened in open session at 10:40 pm.

Adjourn

Councilman Ashley made a motion, seconded by Councilman Dunn to adjourn the meeting. The meeting adjourned at approximately 10:41 pm.

M. Andy Moore, Mayor

ATTEST:

Shannan L. Parrish, Town Clerk



Request for Town Council Action

**Consent
Agenda
Item:** Application
for
Temporary
Use Permit
Date: 12/04/2018

Subject: Temporary Use Permit
Department: Johnston County Alumnae Chapter
Presented by: Planning
Presentation: Consent Agenda Item

Issue Statement

The Council is being asked to authorize Johnston County Alumnae Chapter to hold a Taking Strides Against Family Violence 5K on Saturday, May 4th, 2019 from 7:00 am to 11:00 am on the Buffalo Creek Greenway at 600 Booker Dairy Road.

Financial Impact

None

Action Needed

To Approve the Temporary Use Permit Application

Recommendation

Approved: Town Manager Town Attorney

Attachments:

1. Staff Report
2. Temporary Use Permit Application



Staff Report

**Consent
Agenda
Item:**

Date:

**Application
for
Temporary
Use Permit
12/04/2018**

Johnston County Alumnae Chapter is requesting to hold a Taking Strides Against Family Violence 5K on Saturday, May 4th, 2019 from 7:00 am to 11:00 am on the Buffalo Creek Greenway at 600 Booker Dairy Road. Amplified sound will be used between 7:00 am and 11:00 am. No food or goods will be sold at this event. Smithfield Police Department will be needed to provide safety for participants in the 5K. No additional trash cans will be needed from the Town of Smithfield.



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

Temporary Use Permit Application

Completed applications should be submitted to the Town of Smithfield Planning Department **at least four weeks prior to the event**. Email applications to julie.edmonds@smithfield-nc.com or drop off in the Planning Department. All applicants should read the following pages before completing all sections required. Incomplete applications may increase the permit processing time. If a person other than the property owner signs this application, a notarized written authorization from the property owner must be attached.

TYPES OF EVENT

PERMIT FEE \$100

- | | |
|---|--|
| <input type="checkbox"/> Expansion or replacement of existing facilities | <input type="checkbox"/> Construction Trailer |
| <input type="checkbox"/> Sale of agricultural products grown off-site | <input type="checkbox"/> Real estate sales office or model home |
| <input type="checkbox"/> Sale of fireworks | <input type="checkbox"/> Sale of non-agricultural products, except fireworks |
| <input type="checkbox"/> Special event, over 100 people in attendance | <input type="checkbox"/> Not-for-profit event, over 100 people in attendance |
| <input type="checkbox"/> Athletic event on streets, greenways | <input type="checkbox"/> Town recognized event _____ |
| <input checked="" type="checkbox"/> other (please describe) <u>5 K Walk</u> | <input type="checkbox"/> Live Band / Concert _____ |

<u>5 K Taking Strides Against Family Violence</u>	<u>600 Booker Dairy Rd Smithfield NC 27577</u>
Name of Event	Location of Event (exact street address)

Applicant name Tamara Barbour E-mail address jcacpresident@gmail.com

Address P.O. Box 2216 Smithfield NC Zip 27577

Day phone 919-333-9726 Mobile phone 919-333-9726

Event Date 05/04/2019

Event set-up date /start time 05/04/19 6:30 am Event clean-up date/end time 05/04/19 11:30 am

Sound amplification hours 7:00 am - 11:00 am Will food or goods be sold? no

Security provided by Smithfield Police or private security (describe duties): walker safety

Private agency name & phone, if applicable: _____

Will any Town property be used (i.e., streets, parks, greenways)? Buffalo Creek Greenway

Are event trash cans needed? already available How many? already there

Do you wish to: Restrict animals at this event? (Circle Yes No) Prohibit Fireworks? (Circle Yes No)

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

Tamara Barbour Applicant's name (print) [Signature] Signature 10/26/18 Date

PLEASE RETURN THIS PERMIT TO THE PLANNING DEPARTMENT WITH \$100.00 FEE.

Method of payment: Cash _____ Check # 2569 Credit Card _____ Amount \$ 100.00

Reviewing Planner: [Signature] Date: 11/5/18
 (Note: See attached letter)



Request for City Council Action

Consent **Police**
Agenda **Department**
Item: **Retirement**
Date: 12/04/2018

Subject: Lieutenant Gentry's Service Weapon and Badge
Department: Police Department
Presented by: Chief Robert Powell
Presentation: Consent Agenda

Issue Statement

Lt. Gentry retired on November 30, 2018 with 30 years of service and the department is asking for him to be able to purchase his service weapon, a Sig P227, Serial Number 51C000108 and service badge at a price of \$1.

Financial Impact

None

Action Needed

Council to approve Lt. Gentry to be able to purchase his service weapon, a Sig P227, Serial number 51C000108 and service badge at a price of \$1.

Recommendation

Lt. Gentry be allowed to purchase these items.

Approved: Town Manager Town Attorney

Attachments:

1. Resolution # 632 (19-2018)

**TOWN OF SMITHFIELD
RESOLUTION # 633 (20-2018)
AWARDING THE SERVICE BADGE AND WEAPON
TO RETIRED POLICE LIEUTENANT BRUCE GENTRY**

BE IT RESOLVED that the Town Council of the Town of Smithfield hereby awards the service weapon, Sig P227, Serial Number 51C000108 and service badge to retired Police Lieutenant Bruce T. Gentry, at a price of \$1.00

Adopted this 4th day of December, 2018

M. Andy Moore, Mayor

ATTEST:

Shannan L. Parrish, Town Clerk



Request for Town Council Action

Consent **Career**
Agenda **Ladder**
Item: **Addition**
Date: 12/04/2018

Subject: Approve the Addition to the Established Career Ladder in the Water & Sewer Division

Department: Public Utilities

Presented by: Ted Credle

Presentation: Consent Agenda

Issue Statement

The Public Utilities Department is proposing a career ladder to be established for the **Pump Station Mechanic's position; similar to other career** ladders, already established in the Water & Sewer Division of the Public Utilities Department.

Financial Impact

As with other career ladder advancements, there is a 5% increase for advancement.

Action Needed

Approve the proposed addition

Recommendation

Staff recommends the approval of the proposed addition

Approved: Town Manager Town Attorney

Attachments:

1. Staff Report
2. Proposed addition to the Water/Sewer Department's Career Ladder



Staff Report

**Consent Career
Agenda Ladder
Item: Addition**

The Public Utilities Department has an established career advancement path for the Utility **Line Mechanic's position** in the Water & Sewer Division; but, there is nothing established for the Pump Station mechanic position.

The Public Utilities Department encourages all personnel in the Department to advance their training, knowledge and experience to become better employees. Establishing a career path rewards the initiative of personnel by offering advancement for these efforts, once testing, certification & experience have been obtained.

As such, the Water & Sewer Division has proposed a path for the Pump Station mechanic's position, which enables this position to seek training, education & experience; and to be rewarded for these pursuits.

**PUBLIC UTILITIES DEPARTMENT
PROPOSED CAREER LADDER FOR WATER & SEWER DIVISION**

WATER/SEWER DIVISION (2015)

<u>Title</u>	<u>Pay Range</u>	<u>Experience & Certification</u>
Utility Line Mechanic	26,686.40 – 40,856.71	Beginner
Advanced Utility Line Mechanic	28,059.20 – 42,929.64	Two Levels & 24 months
Senior Utility Line Mechanic	29,473.60 – 45,102.87	Highest Level & 48 months
Pump Station Mechanic	29,473.60 – 45,102.87	Collections I & 6 months
Wastewater System Technician	32,531.20 – 49,750.24	Collections I & 6 months
Utility Line Crew Supervisor	32,531.20 – 49,750.24	Highest Level & 5 Years
Water/Sewer Line Superintendent	53,123.20 – 81,278.77	10 Years

WATER/SEWER DIVISION (2018)

<u>Title</u>	<u>Pay Range</u>	<u>Experience & Certification</u>
Utility Line Mechanic	26,686.40 – 40,856.71	Beginner
Advanced Utility Line Mechanic	28,059.20 – 42,929.64	Two Levels & 24 months
Senior Utility Line Mechanic	29,473.60 – 45,102.87	Highest Level & 48 months
Pump Station Mechanic	29,473.60 – 45,102.87	Collections I & 6 months
Advanced Pump Station Mechanic	30,950.40 – 47,376.40	Collections II & 18 months
Senior Pump Station Mechanic	32,531.20 – 49,750.24	Collections III & 36 months
Wastewater System Technician	32,531.20 – 49,750.24	Collections I & 6 months
Utility Line Crew Supervisor	32,531.20 – 49,750.24	Highest Level & 5 Years
Water/Sewer Line Superintendent	53,123.20 – 81,278.77	10 Years

Water and Sewer Division:

Utility Line Mechanic is the title given to an employee with little experience. This is granted to someone looking to begin their career in the Water & Sewer Division. This individual will have no certification and 0-12 months experience.

Advanced Utility Line Mechanic is the title given to a worker who has obtained the first and second levels of certification; either the “Distribution C & B” or the “Collections I & II” of the state-regulated certification program. This certification will only be granted by the State of North Carolina after the candidate has a minimum of 24 months of work experience, has attended the appropriate training classes, and has successfully passed the written exams.

Senior Utility Line Mechanic is the title given to a worker who has obtained the final level of certification; either the “Distribution A” or the “Collections III & IV” of the state-regulated certification program. This certification will only be granted by the State of North Carolina after the candidate has successfully completed the first two levels of certification, has a minimum of 48 months of work experience, has attended the appropriate training classes, and has successfully passed the written exams.

Pump Station Mechanic is the title given to a worker who has obtained the first level of certification, "Collections I" of the state-regulated certification program. This certification will only be granted by the State of North Carolina after the candidate has a minimum of 6 months of work experience, has attended the appropriate training classes, and has successfully passed the written exam. This employee must also perform routine maintenance tasks and be familiar with lift station machinery such as pumps & motors, plumbing, and simple electrical controls.

Advanced Pump Station Mechanic is the title given to a worker who has obtained the second level of certification, "Collections II" of the state-regulated certification program. This certification will only be granted by the State of North Carolina after the candidate has a minimum of 18 months of work experience, has attended the appropriate training classes, and has successfully passed the written exam. This employee must perform routine maintenance tasks and be familiar with lift station machinery such as pumps & motors, plumbing, and simple electrical controls. This employee should be able to diagnose typical pump station issues; such as electrical failure, control system problems and pump failure.

Senior Pump Station Mechanic is the title given to a worker who has obtained the third level of certification, "Collections III" of the state-regulated certification program. This certification will only be granted by the State of North Carolina after the candidate has a minimum of 36 months of work experience, has attended the appropriate training classes, and has successfully passed the written exam. This employee must also perform maintenance tasks and be familiar with lift station machinery such as pumps & motors, plumbing, and simple electrical controls. This employee should be able to diagnose complex pump station issues; such as reading pump curves, flow regulation and SCADA failure.

Wastewater System Technician is the title given to a worker who has obtained the first level of certification, "Collections I" of the state-regulated certification program. This certification will only be granted by the State of North Carolina after the candidate has a minimum of 6 months of work experience, has attended the appropriate training classes, and has successfully passed the written exam. This employee must also act as the Fats, Oil & Grease (FOG) coordinator for the Town.

Utility Line Crew Supervisor is the title given to a worker who has obtained the final level of certification; either the "Distribution C" or the "Collections IV" of the state-regulated certification program. This certification will only be granted by the State of North Carolina after the candidate has successfully completed the first levels of certification, has attended the training classes, and has passed the written exams. This employee should have at least 5 years of experience working in the water distribution and/or wastewater collection field.

Water/Sewer Line Superintendent is the title given to the employee that has managerial responsibility over the Water & Sewer Division. This employee must have a wealth of knowledge in the operation and maintenance of the Town potable water distribution system, the understanding and practical knowledge to operate and maintain the Town collection system for wastewater, and at least 10 years of experience working in the water distribution and/or wastewater collection field. This employee will also be designated as the ORC (Operator of Responsible Charge) for both the Water Distribution System and the Sanitary Sewer Collection System.



Request for Town Council Action

**Consent
Agenda Promotion
Item:**
Date: 12/04/2018

Subject: Electric Line Crew Leader Promotion

Department: Public Utilities

Presented by: Ted Credle

Presentation: Consent Agenda

Issue Statement

Obtain Council approval to offer the position of Electric Line Crew Leader to a qualified internal candidate.

Financial Impact

None. The pay for the proposed personnel change is less than what was proposed and included in the adopted FY 2018- FY 2019 budget. The pay of the retiring Crew Leader was greater than the pay of the proposed promotion.

Action Needed

Approve the offer for the proposed Electric Line Crew Leader at an hourly rate of \$27.65 per hour (\$57,512.00/year).

Recommendation

Staff recommends the approval of the offer

Approved: Town Manager Town Attorney

Attachments:

1. Staff Report



Staff Report

**Consent
Agenda Promotion
Item:**

In keeping with stated Town goals of attracting and retaining highly qualified employees, the Town has interviewed two prospective internal employees for the position of Electric Line Crew Leader for the Electric Division of Public Utilities. The preferred candidate is qualified for this position and has been a highly regarded member of Town staff for many years. Council is asked to approve this hire/promotion. With this hire, the internal candidate will receive a 10% increase in pay.



Request for Town Council Action

**Consent
Agenda
Item:**
**Award of
Contract**
Date: 12/04/2018

Subject: Award of Contract for Construction Observation for Durwood Stephenson Water Line – Phase I

Department: Public Utilities

Presented by: Ted Credle

Presentation: Consent Agenda

Issue Statement

Phase I of the Durwood Stephenson Water Line will be constructed between US-70 and Wilson's Mills Road. This multi-month construction project will require supervised inspections to ensure construction is performed in accordance with Town Standards. This service was bid out and a low-bidder was identified.

Financial Impact

None – this expense was approved as part of the Capital Project in the FY 2018-2019 budget

Action Needed

Approve the award of Contract to the low bidder

Recommendation

Staff recommends the approval of the proposed low-bid Contractor

Approved: Town Manager Town Attorney

Attachments:

1. Staff Report
2. Bid from Draper Aden Associates
3. Bid from The Wooten Company
4. Bid from Vision, NC



Staff Report

Consent
Agenda
Item: Award of
Contract

The Durwood Stephenson Highway Water Line – **Phase 1 is the construction of a 16” water line** along the northern right-of-way of Durwood Stephenson highway, which will connect the water system between **US-70 and Wilson’s Mills Road**.

Bids for Construction Observation & Contract Administration were received on November 16, 2018 in accordance with the approved plans. The low bidder was Vision, NC in the amount of \$36,000.00

Staff is asking the Council to approve the low bid and authorize the Town Manager to execute a contract for Construction Observation & Contract Administration services, not to exceed \$36,000.

**TOWN OF SMITHFIELD
NORTH CAROLINA**



**REQUEST FOR PROPOSALS
CONSTRUCTION OBSERVATION
FOR TOWN OF SMITHFIELD
DURWOOD STEPHENSON 16" WATER LINE
PHASE I PROJECT**

RFP NO. 19-002

Proposals Due Date:

**November 9, 2018
2:00 P.M.**



**CONSTRUCTION OBSERVATION & CONTRACT ADMINISTRATION
FOR TOWN OF SMITHFIELD
DURWOOD STEPHENSON 16" WATER LINE PHASE I PROJECT**

SCOPE OF SERVICES

This Scope of Services will become an integral part of the contract between the Town of Smithfield and the Contractor. The Contractor hereby agrees to provide services and/or materials to the Town pursuant to the provisions set forth below.

- 1.0 **PURPOSE:** The purpose and intent of the Request for Proposals (RFP) is to solicit proposals from qualified firms to provide Construction Observation & Contract Administration services. The selected contractor is to inspect, assess and report on approximately 5,400 linear feet of 16" water line; which will be installed along the northern right-of-way of Durwood Stephenson Highway, between US-70 Highway and Wilson's Mills Road in Smithfield, North Carolina. The contractor will serve as the Owner's representative and file daily reports as to project progress. This report may often include photographs and paper documentation noting project progress, construction methods, backfill procedures, and appropriate rain gauge readings, as necessary.
- 2.0 **BACKGROUND:** The Town desires a private contractor to perform these services to maintain an accurate inventory of the project; as well as, to properly assess the construction progress and alert the Town of issues, as they may arise.
- 3.0 **TOWN DESIGNATED REPRESENTATIVE:**
Mr. Ted Credle, PE
Public Utilities Director
Town of Smithfield
230 Hospital Road
Smithfield, NC 27577
(919) 934-2116 x-1162
Ted.credle@smithfield-nc.com
- 4.0 **WORK REQUIREMENTS:** The Contractor is to physically arrive on site and will observe & inspect the construction of the water line. The Contractor will take photographs (as needed) to assist documenting project progress and will file daily written reports to maintain accurate project progress. As the Contractor will be presumed to have adequate knowledge of current water line construction methods, the Contractor will take note of any errors in construction related to pipe laying, joints, seals, backfill, soil tamping, erosion control, and testing procedures. Any errors noted will be brought to the immediate attention of the Owner, or the Owner's representative.

Professional liability will not be the burden of the selected Contractor.

A copy of project plans & specifications will be given to the chosen Contractor to assist in this endeavor. Also, once established, the project schedule will also be shared with the Contractor to assist in the reporting of project pace.

During the course of the Project, the Contractor will also receive and process the Builder's submitted Pay Applications. The Contractor will assess the application and compare Project progress. If the pay application is appropriate, the Contractor will approve the pay application and forward to the Owner for payment. Any errors or discrepancies will be noted and reported to the Owner, immediately so the application can be corrected.

The creation of a punch-list will not be the responsibility of the Contractor; however assistance in communication with the Owner, in that regard, will be expected.

The final deliverable to the Town will be a thumb drive, disk, or set of disks; containing the complete set of daily reports and photographs of the water line, as inspected, in "PDF" file format.

- 5.0 **SCHEDULES/TIMELINES:** The initial term of the contract is from December 1, 2018 through April 30, 2019. It is presumed the installation will be completed within this time frame. It is the Town's expectation that the awarded firm will spend approximately 4 hours daily, travelling, observing, documenting and reporting on the project. This will last 5 days a week, for 22 weeks (5 months) and total 440 hours of Construction Observation time. There will be additional office time for reviewing submitted pay applications and verifying project progress; which is presumed to total 200 additional office hours. The project and all services will conclude by April 30, 2019.



PROPOSAL FORM

The Town of Smithfield invites your proposal to provide Construction Observation & Contract Administration Services for the Town of Smithfield Durwood Stephenson 16" Water Line Phase I Project to be received until 2:00 p.m., on November 9, 2018 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, appliances, and materials to perform all operations required to construction observation and contract administration as specified.

Item No.	Description	Units	Estimated Quantity	Total Price
1	Construction Observation	hr.	440	\$ <u>55.00</u>
2	Contract Administration	hr.	200	\$ <u>60.00</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: 11/9/2018

Authorized Signature:

Name Kenneth M. Piazza, Jr., PE

Title COO/Vice President

Firm Name Draper Aden Associates



November 8, 2018

Mr. Ted Credle, P.E.
Public Utilities Director
Town of Smithfield
230 Hospital Road
Smithfield, NC 27577

Re: Proposal for Construction Observation & Administration Services
Durwood Stephenson 16" Waterline Phase 1 Project
Smithfield, North Carolina

Dear Mr. Credle:

We are pleased to submit this letter proposal as requested for the waterline installation along Durwood Stephenson Highway as described in the request for proposals (RFP). Enclosed with this letter is our Proposal Form and standard rate sheet. The fee presented has been prepared with the understanding that the Town will handle all construction contract administration and bidding tasks for this waterline and our assistance will be focused on field observation, verifying project progress and review of pay applications (i.e., quantities). The duration of the project will be approximately five (5) months and we will provide periodic observation during this period as estimated in the RFP. We understand that the final deliverable will be a pdf electronic submittal either on thumb drive, disk, etc. containing the daily reports and project photographs.

Based on our understanding, we are ready to provide this assistance to the Town when the project begins. We will plan to utilize Jeff Stephens from our observation staff for this project. We believe that his experience on many similar projects, including the recently constructed 16-inch water main along Booker Dairy Road, will provide the Town with quality support. We will also have a backup observer with similar experience, Ed Council, on standby as needed to ensure that this project is well covered. Our observers are all equipped with tablets for better efficiency, providing them quick access to the construction documents and the ability to take photographs.

We are appreciative of the Town considering us for this important project and we look forward to the opportunity to continue our successful partnership that has been developed over many years. If you have any questions or need further information, please do not hesitate to let us know.

Respectfully,
THE WOOTEN COMPANY

W. Brian Johnson, P.E.
Director, Civil / Environmental Engineering

Enclosures: As Stated

120 North Boylan Ave.
Raleigh, NC 27603

919.828.0531
fax 919.834.3589



PROPOSAL FORM

The Town of Smithfield invites your proposal to provide Construction Observation & Contract Administration Services for the Town of Smithfield Durwood Stephenson 16" Water Line Phase I Project to be received until 2:00 p.m., on November 9, 2018 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, appliances, and materials to perform all operations required to construction observation and contract administration as specified.

Item No.	Description	Units	Estimated Quantity	Total Price
1	Construction Observation	hr.	440	<u>\$39,600.00</u>
2	Contract Administration	hr.	200	<u>\$18,000.00</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: 11/8/2018

Authorized Signature: 

Name W. Brian Johnson, PE

Title Director, Civil/Environmental Engineering

Firm Name The Wooten Company

THE WOOTEN COMPANY
 SCHEDULE OF FEES
 ENGINEERING COST BREAKDOWN
 HOURLY RATES FOR WAGE CATEGORIES

Wage Category	Hourly Billing Rate
Engineer I	\$ 90
Engineer II	\$ 118
Engineer III	\$ 146
Engineer IV	\$ 190
Architect II	\$ 135
Designer I	\$ 75
Designer II	\$ 90
Designer III	\$ 106
Designer IV	\$ 129
Construction Admin I	\$ 87
Construction Admin II	\$ 146
Construction Admin III	\$ 190
Construction Observer / Resident Project Representative	\$ 90
Utility Coordinator II	\$ 110
Utility Coordinator III	\$ 132
Survey Technician I	\$ 45
Survey Technician II	\$ 65
Survey Technician III	\$ 85
Survey Technician IV	\$ 105
Surveyor II	\$ 105
Surveyor III	\$ 125
Surveyor IV	\$ 146
GIS Analyst II	\$ 80
GIS Analyst III	\$ 105
GIS Analyst IV	\$ 120
Community Development Coordinator	\$ 109
Housing Rehabilitation Specialist	\$ 84
Project Assistant	\$ 77
Reimbursables: Mileage will be billed at the current IRS Standard Mileage Rate, Subcontracted Services and other expenses at cost plus 10%.	

The Wooten Company makes annual adjustments on July 1st of each year. The above hourly rates reflect current rates for the period through June 30, 2019. Hourly billing rates will change next on July 1, 2019 to reflect Direct Payroll Costs (salaries) being paid at that time.

Effective Rates July 1, 2018 through June 30, 2019

**TOWN OF SMITHFIELD
NORTH CAROLINA**



**REQUEST FOR PROPOSALS
CONSTRUCTION OBSERVATION
FOR TOWN OF SMITHFIELD
DURWOOD STEPHENSON 16" WATER LINE
PHASE I PROJECT**

RFP NO. 19-002

Proposals Due Date:

**November 9, 2018
2:00 P.M.**



**CONSTRUCTION OBSERVATION & CONTRACT ADMINISTRATION
FOR TOWN OF SMITHFIELD
DURWOOD STEPHENSON 16" WATER LINE PHASE I PROJECT**

SCOPE OF SERVICES

This Scope of Services will become an integral part of the contract between the Town of Smithfield and the Contractor. The Contractor hereby agrees to provide services and/or materials to the Town pursuant to the provisions set forth below.

- 1.0 **PURPOSE:** The purpose and intent of the Request for Proposals (RFP) is to solicit proposals from qualified firms to provide Construction Observation & Contract Administration services. The selected contractor is to inspect, assess and report on approximately 5,400 linear feet of 16" water line; which will be installed along the northern right-of-way of Durwood Stephenson Highway, between US-70 Highway and Wilson's Mills Road in Smithfield, North Carolina. The contractor will serve as the Owner's representative and file daily reports as to project progress. This report may often include photographs and paper documentation noting project progress, construction methods, backfill procedures, and appropriate rain gauge readings, as necessary.
- 2.0 **BACKGROUND:** The Town desires a private contractor to perform these services to maintain an accurate inventory of the project; as well as, to properly assess the construction progress and alert the Town of issues, as they may arise.
- 3.0 **TOWN DESIGNATED REPRESENTATIVE:**
Mr. Ted Credle, PE
Public Utilities Director
Town of Smithfield
230 Hospital Road
Smithfield, NC 27577
(919) 934-2116 x-1162
Ted.credle@smithfield-nc.com
- 4.0 **WORK REQUIREMENTS:** The Contractor is to physically arrive on site and will observe & inspect the construction of the water line. The Contractor will take photographs (as needed) to assist documenting project progress and will file daily written reports to maintain accurate project progress. As the Contractor will be presumed to have adequate knowledge of current water line construction methods, the Contractor will take note of any errors in construction related to pipe laying, joints, seals, backfill, soil tamping, erosion control, and testing procedures. Any errors noted will be brought to the immediate attention of the Owner, or the Owner's representative.

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Item No.	Description	Units	Estimated Quantity	Total Price
1	Construction Observation	hr.	440	\$ 24,000.00
2	Contract Administration	hr.	200	\$ 12,000.00

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: 11/9/2018

Authorized Signature: Scott Hamre

Name Scott Hamre

Title President

Firm Name Vision, NC



Request for Town Council Action

**Consent
Agenda
Item:** **Various
Budget
Amendments**
Date: 12/04/2018

Subject: Various Budget Amendments
Department: Finance
Presented by: Greg Siler
Presentation: Consent Agenda

Issue Statement: Various Budget Amendments. See descriptions under each budget amendment.

Financial Impact: As stated in each amendment

Action Needed: Approve as presented

Recommendation: Approve as presented

Approved: Town Manager Town Attorney

Attachments:

1. Budget Amendments Dated December, 2018

BUDGET AMENDMENTS
December, 2018

	<u>BEFORE</u>	<u>ADJ.</u>	<u>AFTER</u>
GENERAL FUND			
1. Expenditure			
10-60-6200-5300-3900 Parks and Rec - Swimming Pool Demolition	\$ 27,000	\$ 5,725	\$ 32,725
10-60-6200-5700-7400 Parks and Rec - Capital Outlay	\$ <u>207,704</u>	\$ <u>(5,725)</u>	\$ <u>201,979</u>
To fund additional swimming pool demolition cost with savings from dump truck purchase			
2. Revenue			
10-10-3300-3307-0020 Grant - JC Visitor's Bureau	\$ -	\$ 7,500	\$ 7,500
Expenditure			
10-60-6200-5700-7400 Parks and Rec - Capital Outlay	\$ <u>201,979</u>	\$ 7,500	\$ <u>209,479</u>
To fund half of estimated basketball court resurfacing cost with J.C. Visitors's Bureau Grant			
3. Revenue			
10-10-3800-3800-0002 Grant - Friends of the Park	\$ <u>5,000</u>	\$ 6,000	\$ <u>11,000</u>
Expenditure			
10-60-6200-5700-7400 Parks and Rec - Capital Outlay	\$ <u>209,479</u>	\$ 6,000	\$ <u>215,479</u>
To fund additional dog park cost with citizen donations			
4. Expenditure			
10-30-5600-5300-7301 Streets - Street Repaving	\$ -	\$ 320,000	\$ 320,000
10-30-5600-5300-7300 Streets - Sidewalk & Curb Repair	\$ <u>423,906</u>	\$ <u>(320,000)</u>	\$ <u>103,906</u>

To separate street repaving budget, which was initially budgeted in the sidewalk/curb expense line, to an expense line of its own

5. Revenue				
10-10-3300-3307-0030 Grant - Down Town Revitalization Grant (WIFI)	\$	-	\$	25,000
			\$	25,000
Expenditure				
10-10-4100-5700-7400 General Government - Capital Outlay	\$	52,600	\$	77,600
			\$	25,000

To establish and fund Downtown Revitalization Grant for public WIFI

<u>ELECTRIC FUND</u>				
6. REVENUE				
31-72-3550-3520-0000 Miscellaneous	\$	1,500	\$	5,000
			\$	6,500
Expenditure				
31-72-7230-5300-0800 Training	\$	13,400	\$	5,000
			\$	18,400

To fund Public Education on Load Management with Electricities Grant

APPROVED: _____

M. Andy Moore, Mayor

VERIFIED: _____

Shannan Parrish, Town Clerk



Request for Town Council Action

**Consent
Agenda
Item:** **Advisory
Board
Appointments**

Date: 12/04/2018

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

Issue Statement

The Town Council is asked to consider the reappointments to the Board of Adjustment and Planning Board and the new appointments to the Appearance Commission and Historic Properties Commission

Financial Impact

N/A

Action Needed

The Council is ask to consider the reappointment of Mark Lane to the Board of Adjustment and the Planning Board representing the extraterritorial jurisdiction. The Council is asked to consider the appointment of Connie Barbour to the Appearance Commission. The Council is asked to consider the appointment of Rachel Ayers to the Historic Properties Commission

Recommendation

Staff recommends approval of these appointments.

Approved: Town Manager Town Attorney

Attachments:

1. Staff Report
2. Mark Lane – Board Application
3. Connie Barbour – Board Application
4. Rachel Ayers – Board Application
5. Doris Wallace - Board Application



Staff Report

**Consent
Agenda
Item** **Advisory
Board
Appointments**

Current Board vacancies are as follows:

- Appearance Commission – 3 positions
- Board of Adjustment – 1 in Town Member and 1 In Town Alternate
- Historic Properties – 1 positions

Board Appointments

1. Mark Lane has submitted an application for consideration to be reappointed to a third term on the Board of Adjustment and the Planning Board to serve as an ETJ member.
2. Connie Barbour has submitted an application for consideration to be appointed to a first term on the Appearance Commission.
3. Rachel Ayers has submitted an application for consideration to be appointed to a first term on the Historic Properties Commission
4. Doris Wallace has submitted an application for consideration to be appointed to a first term on the Board of Adjustment



Town of Smithfield
Board, Commission, or Committee
Application

Name: Lane Mark E

Home Address: 2080 Yelverton Grove Rd Smithfield

Business Name & Address:

Telephone Numbers: 919-669-3615 (Home) MarkFD12@aol.com (Email)

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

- Appearance Commission
Board of Adjustment In Town Resident
Board of Adjustment ETJ Member
Historic Properties Commission
Library Board of Directors
Parks/Recreation Advisory Commission
Planning Board In-Town Resident
Planning Board ETJ Resident
Other:

Interests & Skills:

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

Recent Job Experiences: Lane Lawn Care

Civic or Service Organization Experience:

Town Boards previously served on and year(s) served: Planning Board 12 years BOA 12 years

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

Why are you interested in serving on this Board/Commission/Committee? to continue to serve the citizens of Smithfield

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: Mark Lane
Signature: Mark Lane Date: 11/2/2018

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

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



Town of Smithfield
Board, Commission, or Committee
Application

Name: Barbour CONNIE (VIVIAN CONSTANCE)
Home Address: (Last) 109 Whitley Dr (First) Smithfield, NC 27577 (MI)
Business Name & Address:
Telephone Numbers: 919 9957322 (Home) 919 995 7322 (Mobile) Cbarbour@nc.m.com (Email)

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

- Appearance Commission
Board of Adjustment In Town Resident
Board of Adjustment ETJ Member
Historic Properties Commission
Library Board of Directors
Parks/Recreation Advisory Commission
Planning Board In-Town Resident
Planning Board ETJ Resident
Other:

Interests & Skills: Advocating for the town of Smithfield, administrative and organizational skills.

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

Recent Job Experiences: Contract editor, administrative support, former small business owner

Civic or Service Organization Experience: Active in church, volunteer at daughter's school

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

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

Why are you interested in serving on this Board/Commission/Committee? I feel that if I want to encourage others to volunteer and serve, I should do the same.

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: Vivian C Barbour
Signature: VIVIAN C BARBOUR Date: 9/1/18

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

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



Town of Smithfield Board, Commission, or Committee Application

Name: Ayers Rachel B.
(Last) (First) (MI)

Home Address: 402 Pine Street

Business Name & Address: 804 East Market Street - Helping & Healing Hearts

Telephone Numbers: 919-604-8983 919-604-8983 rachelayers118@gmail.com
(Home) (Mobile) (Email)

also Johnston Mobile market - nonprofit

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

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

Interests & Skills: Singing, Dancing, cooking and serving the people

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

Recent Job Experiences: Surgical Technologist 35 years, Doctor Assistant 4 years
Health Services, & medical assistant,

Civic or Service Organization Experience: Helping and Healing Hearts, Inc. and
Johnston County Mobile Market. own of two Nonprofit Business

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

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

Why are you interested in serving on this Board/Commission/Committee? Having a Voice in Decision Making, Serving the Community, and Learning opportunities. Want to give Back to my Community, I care about our Community.

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: Rachel Ayers

Signature: Rachel Ayers Date: 11-8-18

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

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Town of Smithfield
Board, Commission, or Committee
Application

Name: Wallas Alexis S.

Home Address: 108 N. Rodrick Dr. Smithfield, N.C.

Business Name & Address:

Telephone Numbers: 919-300-1067 (Home) 702-596-5680 (Mobile) drc51612@johnc.com (Email)

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

- Appearance Commission
Board of Adjustment In Town Resident
Board of Adjustment ETJ Member
Historic Properties Commission
Library Board of Directors
Parks/Recreation Advisory Commission
Planning Board In-Town Resident
Planning Board ETJ Resident
Other:

Interests & Skills: Learning about the community that I live in, and want to give back to my community, providing resources to the community

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

Recent Job Experiences: Retired, social worker, sub teacher for Johnston County School District, Community Organizer

Civic or Service Organization Experience: Central Johnston County Rotary Club, Salvation Army Advisory Board, NAACP, Johnston County J.C.C., Prison American, Arkansas Schp., S.C. Juvenile Prevention Council

Town Boards previously served on and year(s) served: Johnston County Senior Services

Please list any other Boards/Commissions/Committees on which you currently serve: Johnston County Juvenile Prevention Services

Why are you interested in serving on this Board/Commission/Committee? *Give back to my community as well as letting them know what resources are available to them*

Affirmation of Eligibility:

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

No Yes 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: *Deis Walker*
Signature: *Deis Walker* Date: *11/26/18*

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

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Staff Report

Consent Agenda Item: New Hire / Vacancy Report

Date 12/04/2018

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:

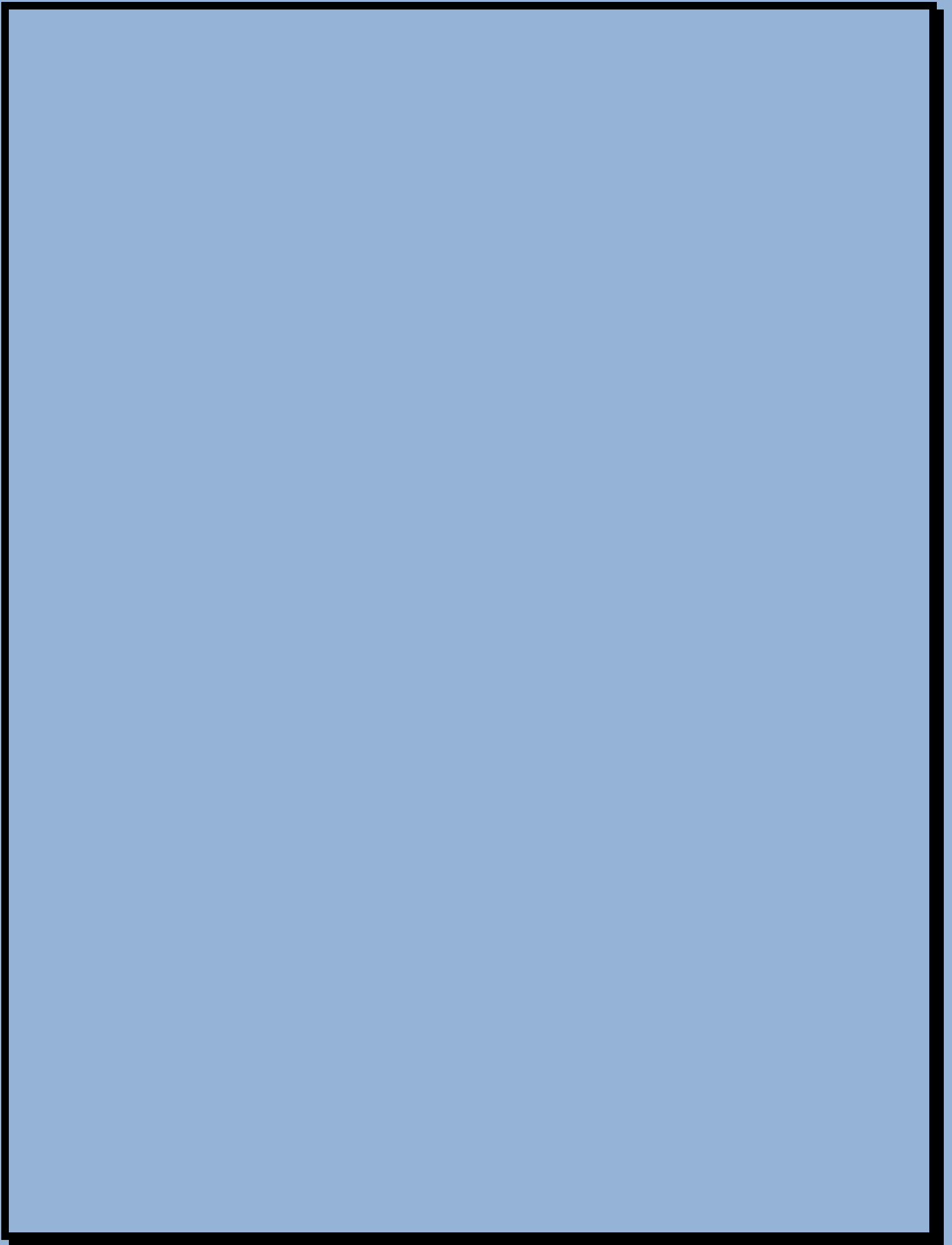
<u>Position</u>	<u>Department</u>	<u>Budget Line</u>
Electric Line Technician	PU- - Electric	31-72-7230-5100-0200
Police Officer I	Police	10-20-5100-5100-0200
P/T Lifeguard	P & R – Aquatics	10-60-6220-5100-0220
Utility Line Mechanic	PU – Water / Sewer	30-71-7220-5100-0200

Action Requested

The Town Council is asked to acknowledge that the Town has successfully filled the following vacancies in accordance with the Adopted FY 17-18 Budget.

<u>Position</u>	<u>Department</u>	<u>Budget Line</u>	<u>Rate of Pay</u>
Electric Line Technician	PU – Electric	31-72-7230-5100-0200	\$18.27/hr. (\$38,001.60/yr.)
P/T Staff	P&R – Recreation	10-60-6220-5100-0220	\$9.00/hr.
P/T Staff	P&R – Recreation	10-60-6220-5100-0220	\$9.00/hr.

Business Items





Request for Town Council Action

**Business
Item:** S-18-02
Date: 12/04/2018

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

Issue Statement

Last Investments, LLC is requesting a Preliminary Subdivision Plat for Swift Creek Road Tract, a proposed 110 lot single-family detached residential development on a 97.57 acre parcel in the R-20A zoning district located at 1337 Cleveland Road.

Financial Impact

The Utility Department is planning to provide water to the development at the out of town rate.

Action Needed

To review the Preliminary Subdivision Plat application, hold a public hearing and decision whether to approve the request with conditions or deny the request.

Recommendation

Planning Staff and the Planning Board recommend approval of the Swift Creek Tract subdivision with the 8 conditions of approval.

Approved: Town Manager Town Attorney

Attachments:

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



Staff Report

Business Item: S-18-02

This item was tabled at the November 6, 2018 Town Council meeting to allow the developer time to negotiate a buffer along the northwest property line to potentially include existing vegetation and a fence.

At the time this report was written, the two parties have not gotten together and no agreement has been reached.

Application Number: S-18-02
Project Name: Swift Creek Tract Preliminary Plat
TAX ID number: 15I08020
NCPin number: 167400-55-9454
Town Limits/ETJ: ETJ
Applicant: Last Investments, LLC
Property Owner: Ira Telfair Ogburn Stewardship Trust
Agents: Lee. R. Hines, Jr., PE

LOCATION: 1337 Cleveland Road (SE corner of Cleveland Road and Swift Creek Road)

REQUEST: Last Investments, LLC is requesting a Preliminary Subdivision Plat for Swift Creek Road Tract, a proposed 110 lot single-family detached residential development on a 97.57 acre parcel in the R-20A zoning district.

SITE/DEVELOPMENT DATA:

Address: 1337 Cleveland Road
Tax ID: 15I08020
Acreage: 97.57 acres
Present Zoning: R-20A District
Existing Uses: Agricultural/Residential
Proposed Use: Single-family detached residential subdivision
Fire Protection: Town of Smithfield
School Impacts: Potentially adding students to the schools.
Parks and Recreation: Fee in lieu of parkland
Access: Swift Creek Road
Water Provider: Town of Smithfield
Sewer Provider: Individual on-site septic systems
Electric Provider: Duke Energy

ADJACENT ZONING AND LAND USES:

	Zoning	Existing Use
North	R20-A Residential/Agriculture	Agriculture
South	R20-A Residential/Agriculture	Agriculture
East	R20-A Residential/Agriculture	Agriculture
West	AR Residential/Agriculture (County Zoning)	Agriculture/Cemetery

EXISTING CONDITIONS:

The 97.57 acre tract is currently used for agriculture. The property generally slopes away from Swift Creek and Cleveland Roads towards a riparian area at the southwest property line. In addition, a drainage ditch crosses near the center the property in an east-west direction. A second riparian area exists near the south-eastern corner of the property near Swift Creek Road. The property is mostly open farm field with some wooded area near the edges and in low areas. A small fenced cemetery is shown on the survey about 750 feet south of Cleveland Road on the west property line. Access to the cemetery is shown to be from Cleveland Road over a 30 ft. wide access easement centered on the west property line.

PRELIMINARY PLAT/PLANS ANALYSIS:

Annexation. The developer is not proposing annexation at this time. Since the initial discussions with the developer, Town investigations resulted in the discovery that the Town of Smithfield is exempt from the 10% remote annexation rule. This has an impact on the Town’s approach to Town annexation policy and access to Town utilities. The Town has the ability to restrict access to Town utilities to only development that request annexation, however in this case, if the Town refuses to provide water service, the County would be willing and able to provide the service.

Unit Type/Density/Lot Size. The applicant is proposing to preliminary plat 110 detached single-family residential homes on the 97.57 acre parcel with a gross density of 1.13 units per acre. The lots range in size from 0.46 acres to 1.72 acres in size. The UDO Article 10, Section 10.110.1.4.1.1 requires a minimum lot size of 20,000 sq. ft. (0.46 acres) for on-site septic. All the lots meet this requirement. The minimum lot dimensions are 100 ft. x 200 ft. Lots 92 and 93 do not meet the Town’s lot requirements. UDO Section 10.108.1.4.3. states that lot size, shape, and location shall be made with due consideration to topographic conditions, contemplated use, and the surrounding area. Staff believes the hook shapes are an issue for surrounding properties. These areas will be difficult to maintain and may not be maintained appropriately so nearly detached from the main parcel. In addition, the County does not enforce nuisance complaints, so the hooks are likely going to be an enforcement issue for the surrounding homeowners. UDO Section 10.108.1.4.6. requires that side lot lines be substantially at right angles or radial to street lines. The hook lots do not conform to this code provision. The minimum frontage for cul-de-sacs is 25’. All the cul-de-sac lots conform to this requirement.

Environmental. The development property contains a low wetland area on the southwest corner of the property and a blueline stream near the southeast corner of the property. The required 50 ft. riparian buffer is shown on the preliminary plans. There is also an existing ditch crossing the property in a north-south direction with an area of poor draining soils. There are several lots in the development that appear to be located on poorly draining soils that may not be suitable for on-site septic. The applicant has not yet conducted soil borings to verify adequate septic sites for each lot. It is likely that the applicant will lose some lots once the soils investigations are complete.

Cemetery. There is a cemetery on the north edge of the property. Access to the cemetery is shown to be over a 30 ft. wide easement centered on the property line. Planning Staff did receive comments from a member of the Avera family claiming that the 30' access easement was not properly executed. Staff researched the County recorder's files for the easement and could not find a recorded deed of easement. A condition of approval is recommended requiring the developer to provide documentation that there is a legal easement to the cemetery.

Utilities. The development is proposed to be served by Town of Smithfield water with a mastermeter on the County's water line as an out-of-town customer. Each lot will have on-site septic systems to treat sewage (See Environmental above). Electricity will be provided by Duke Progress Energy.

Road Access. The proposed road access to the development is from a single access on Sift Creek Road about 525 feet north of the Swift Creek Road and Cleveland Road intersection. The NCDOT prefers the single entrance to this development because of the safety considerations. NCDOT is conducting a traffic count on Swift Creek Road to determine whether a turn lane will be needed to help mitigate the traffic the future development is expected to generate. An NCDOT access permit will be needed for the road access. If the Town prefers a second entrance, the NCDOT would prefer to have emergency accesses with a gate rather than two accesses for this subdivision. A condition of approval requiring a second access with a crash gate has been added.

Traffic Impact Study. The threshold for a traffic impact study is 800 cars per day. The proposed development is very near that threshold, but none will be required by Planning Staff. The NCDOT is conducting its own traffic counts and will most likely be requiring turn lanes. A traffic impact study is therefore unnecessary.

Streets and Sidewalks. The applicant is proposing 8,031 lineal feet of public street. The road surface will be 20 foot wide public streets with drainage swales and a 5 ft. public sidewalk on one side of the street in a 60 ft. right-of-way consistent with UDO requirements. Five foot sidewalks will also be constructed along Swift Creek and Cleveland Roads.

Lateral Street Access. The preliminary plat when first submitted showed lateral access to both the north and south sides of the plat as required. The lateral access on the south side led to a blue line stream. Staff had this access removed from the plans. The entire south edge of the plat appears to be wet lowland and the adjacent area most likely unbuildable. The lateral access to the north will provide an appropriate access to the adjacent property should it develop in the future. The adjacent property to the north is outside the Town's ETJ.

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

Open Space. The proposed preliminary plat shows 11.93 acres of open space containing the wetland and mostly within the 100 year flood elevation. The open space will be owned in common by a homeowner's association. An access strip has been provided that is 20 feet wide shown between Lots 25 and 26. The developer has not provided any HOA documents for review by the Town Attorney as required. A condition of approval has been added to the recommendation requiring submittal of HOA documents for Town Attorney review.

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

Stormwater Management. The applicant has submitted a stormwater management plan that indicates the development will be exempt from stormwater retention because the impervious area will be under the 15% impervious threshold. The applicant will be required to purchase nitrogen credits in lieu of managing stormwater quality on site. The individual lots will be limited to 3,803.8 sq. ft. of impervious surface (home, driveway, sidewalk, patio and shed, etc.).

Landscaping and Tree Preservation. There are no specific landscaping and tree preservation standards for single family residential development. No landscaping or tree preservation plans have been provided.

Lighting. No lighting plan has been provided. A lighting plan is required complying with the Town's UDO. In this case, Duke will be providing the lighting for the development

Phasing. The developer has not specifically identified a phasing plan, but has indicated that the first phase will likely consist of about 20 lots.

Signs. The applicant has not proposed any subdivision entrance signs. Such signs will require a sign permit prior to construction and will need to comply with the Town of Smithfield Unified Development Ordinance.

PLANNING BOARD REVIEW:

The Planning Board reviewed the application on October 4th, 2018. The Planning Board expressed concern about the lack of a phasing plan, subdivision signs and landscaping, and that the development has only one entrance off of Swift Creek Road. The Planning Board recommended approval with eight staff recommended conditions and an additional condition:

- Second driveway be reviewed and investigated. If a second entrance is not feasible then a crash gate be investigated.

As stated in this report, Staff checked with the NCDOT about a second entrance and if the Town prefers a second entrance, the NCDOT would prefer to have emergency accesses with a gate rather than two accesses for this subdivision. A condition requiring a second entrance with a crash gate was added in the event the Town Council desires the second access for emergencies.

PLANNING DEPARTMENT RECOMMENDATIONS:

The Planning Department recommends the Planning Board recommend approval of the preliminary plat of the Swift Creek Tract (S-18-02) with the following conditions:

1. That the suitability for on-site septic be proven for each lot prior to construction.
2. That the preliminary plat be revised to eliminate the hook lots, Lots 92 and 93.
3. That HOA documents be submitted for review by the Town Attorney prior to final plat approval that ensure HOA ownership and maintenance of common amenities and open space.
4. That a lighting plan be submitted for Town review prior to construction.
5. That a phasing plan be provided.
6. That the applicant obtains a NCDOT Permit for the access to Swift Creek Road prior to construction.

7. That the applicant provides proof of legal access to the cemetery.
 8. That the applicant provides an emergency entrance onto Swift Creek Road with a crash gate.
-

ACTION REQUESTED:

The Town Council is respectfully requested to review the Preliminary Subdivision Plat application and make decision whether to approve the request with conditions or deny the request.



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

**Preliminary Subdivision Application
 General Information**

Development Name **Swift Creek Road Tract**

Proposed Use **Residential Subdivision**

Property Address(es) **1337 Cleveland School Road
 Smithfield, NC 27577**

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

PIN# **167400-55-9495** TAX ID# **15108020**

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

OWNER/DEVELOPER INFORMATION

Company Name **LAST Investments, LLC** Owner/Developer Name **Scott and Laura Lee**

Address **104 State Avenue, Suite 103 Clayton, NC 27520**

Phone **919 369 1937** Email **scott@scottleehomes.com** Fax **919**

CONSULTANT/CONTACT PERSON FOR PLANS

Company Name **Lee R. Hines, Jr., PE** Contact Name **Richie Hines**

Address **630 Aiken Parkway Fuquay-Varina, NC 27526**

Phone **919 422 8011** Email **richiehinespe@nc.rr.com** Fax **N/A**

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

ZONING INFORMATION

Zoning District(s) **R-20A**

If more than one district, provide the acreage of each: **N/A**

Overlay District? Yes No

Inside City Limits? Yes No

FOR OFFICE USE ONLY

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

STORMWATER INFORMATION

Existing Impervious Surface	<u>0</u> acres/sf acres	Flood Hazard Area	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Proposed Impervious Surface	<u>14.64</u> acres/sf acres	Neuse River Buffer	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Watershed protection Area	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Wetlands	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

If in a Flood Hazard Area, provide the FEMA Map Panel # and Base Flood Elevation 3720167400 K | 2014-04-30; 126.0

NUMBER OF LOTS AND DENSITY

Total # of Single Family Lots	<u>110</u>	Overall Unit(s)/Acre Densities Per Zoning Districts
Total # of Townhouse Lots	<u>0</u>	Acreage in active open space <u>0</u>
Total # of All Lots	<u>110</u>	Acreage in passive open space <u>0</u>

SIGNATURE BLOCK (Applicable to all developments)

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

I hereby designate Lee R. Hines, Jr. (Richie), PE to serve as my agent regarding this application, to receive and respond to administrative comments, to resubmit plans on my behalf, and to represent me in any public meeting regarding this application.

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

Signature [Signature] Date 8-28-18
 Signature [Signature] Date 8-28-18

REVIEW FEES

<input checked="" type="checkbox"/> Major Subdivision (Submit 7 paper copies & 1 Digital copy on CD)	\$250.00 + \$5.00 a lot \$255.00 minimum
<input type="checkbox"/> Minor Subdivision (Submit 4 paper copies & 1 Digital copy on CD)	\$50.00 + \$5.00 a lot \$55.00 minimum
<input type="checkbox"/> Recombination Plat (Submit 2 paper copies & 1 Digital copy on CD)	\$50.00

FOR OFFICE USE ONLY

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

INFORMATION TO BE PROVIDED ON PRELIMINARY AND FINAL PLATS.

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

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

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

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

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

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

Project Narrative

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

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

**The Swift Creek Road Tract
Project Narrative**

a) Owner of Record

Ira Telfair Ogburn Stewardship Trust
3900 South Overland Avenue
Springfield, MO 65807

Developer

Scott and Laura Lee
Last Investments, LLC
104 State Avenue, Suite 103
Clayton, NC 27520-5116

Engineer

Lee. R. Hines, Jr., PE
630 Aiken Parkway
Fuquay-Varina, NC. 27526
919 422 8011

Surveyor

Jerry Ball Land Surveying, PPC
205 South Pollock Street
Selma, NC 27576-3023
919 965-0077

b) 1337 Cleveland Road
Smithfield, NC 27577

R20-A
97.57 Acres (4,250,149.2 sf)
PIN 167400-55-9495
Legal Description

c) The Swift Creek Road Tract
110 lots
Fee is Proposed In Lieu of Open Space
11.14 Acres in Right of Way

d) The Developer proposes a community of 110 single family lots constructed along approximately 8,031 linear feet of street. The subdivision will be served by water provided by the Town of Smithfield and will have sidewalk along one side of the proposed streets, as well as sidewalk on Cleveland School Road and Swift Creek Road.

e) There are 110 lots proposed on the 97.57 acre parcel, which is a yield of approximately 1.13 units per acre.

The Swift Creek Road Tract Project Narrative

f) The Developer proposes approximately 8,031 lf of streets, 8,071 lf of waterline, and individual septic tanks permitted by Johnston County. Concrete sidewalks five feet in width are proposed on one side of each roadway to help accommodate pedestrians within the subdivision. The Developer may elect to do a small first phase of approximately twenty lots.

g) There are no known concerns or issues with neighboring property owners.

h) Stub streets have been provided to adjacent properties to the north and south that appear to be suitable for future development. There are no conflicts expected with nearby land use. Impact to the riparian buffers and wetlands are avoided in this development by extending the right of way line to the adjacent property, but stopping the actual street short of these areas.

i) There is not a driveway access proposed on Cleveland School Road so that traffic impacts on that route can be minimized. The DOT is obtaining current traffic counts on Swift Creek Road to determine if a turn lane will be necessary for the proposed driveway access to help mitigate the traffic the site is expected to generate. The Engineer has been in contact with the Department of Transportation to discuss the safest location for the proposed driveway. It was also determined that there is not a very safe location for an additional driveway access along Swift Creek Road, so the site will be served by one driveway. It is not expected that a subdivision of this size will place an excessive burden on water supply, parks, schools, police, or other public facilities in the area.

j) A fee is proposed in lieu of open space because there are no areas that lend themselves to either active or passive activities.

k) The Developer proposes to begin construction in the fall of 2018 and should complete it in the spring of 2019.

Storm Water Permit Application

Development/Site Name: SWIFT CREEK TRACT
Owner/Developer Name: LAST INVESTMENTS, LLC
Address: 104 STATE AVENUE, SUITE 103 CLAYTON, NC 27520
Phone: 919 553-2085 Contact Person: SCOTT LEE
Fax: _____ No. of acres to be disturbed: 17.3
Email: scott@scottleehomes.com No. of acres in development: 97.57

Type of Development: (circle one)

Fee

Residential

\$30/acre (\$500 minimum)

Non-Residential

\$75/acre (\$500 minimum)

I hereby certify that all information contained within this Storm Water Management application is accurate and complete to the best of my knowledge and conforms to the Town of Smithfield's Storm Water Management Ordinance and storm water design criteria. The Town of Smithfield has the right to inspect all storm water facilities on this site.

SCOTT LEE

Type or Printed Name

[Signature]

Signature of Owner/Developer

9-6-18

Date

I assume responsibility for inspections, maintenance and operation of all storm water facilities/Best Management Practices in accordance with the Inspection and Maintenance Agreement enclosed and with the Storm Water Management Permit.

SCOTT LEE

Type or Printed Name

[Signature]

*Signature

9-6-18

Date

Acting as an agent for: _____

*Note: Responsibility for the continued operation and maintenance of the storm water facilities can be assumed from the developer by an individual landowner or Home Owner's Association. In the event that a Home Owner's Association assumes responsibility, the signature shall be of an individual acting as an agent for the Home Owner's Association.

Submit the completed application along with detailed plans, Inspection and Maintenance Agreement, easements, supporting design information and the associated fee to:

**Storm Water Administrator, Town of Smithfield
PO Box 761
230 Hospital Road
Smithfield, NC 27577**

If you have any questions or need more information, contact the SW Administrator at 919-934-2545.

August 23, 2018

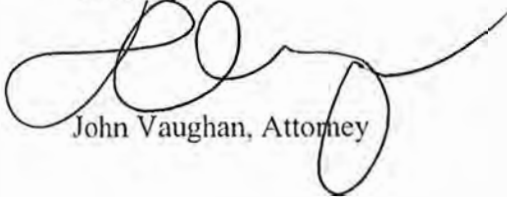
North Carolina Department of Environmental Quality
217 W Jones Street
Raleigh, NC 27603

RE: 1337 Cleveland Road, Smithfield, NC - Permission

To Whom It May Concern:

Assemblies of God Foundation, as Trustee of the Ira T. and Debbie W. Ogburn Charitable Remainder Unitrust #2, and owner of the property referenced above, does hereby provide this letter of consent to North Carolina Department of Environmental Quality. The intent of this letter is to grant to Last Investments, LLC, as potential purchaser of the property referenced above, rights to pursue permitting the land disturbance on the property to pursue due diligence and other inspections before closing of the purchase of the above referenced property.

Sincerely,



John Vaughan, Attorney

APPLICATION IDENTIFICATION		N.C. DEPARTMENT OF TRANSPORTATION STREET AND DRIVEWAY ACCESS PERMIT APPLICATION
Driveway Permit No.	Date of Application	
County: Johnston		
Development Name: Swift Creek Road Tract		

LOCATION OF PROPERTY:

Route/Road: SR 1501 (Swift Creek Road)

Exact Distance 0.10 Miles N S E W
 Feet

From the Intersection of Route No. SR 1501 and Route No. SR 1010 Toward NC 210

Property Will Be Used For: Residential /Subdivision Commercial Educational Facilities TND Emergency Services Other

Property: is is not within Smithfield City Zoning Area.

AGREEMENT

- I, the undersigned property owner, request access and permission to construct driveway(s) or street(s) on public right-of-way at the above location.
- I agree to construct and maintain driveway(s) or street entrance(s) in absolute conformance with the current "Policy on Street and Driveway Access to North Carolina Highways" as adopted by the North Carolina Department of Transportation.
- I agree that no signs or objects will be placed on or over the public right-of-way other than those approved by NCDOT.
- I agree that the driveway(s) or street(s) will be constructed as shown on the attached plans.
- I agree that that driveway(s) or street(s) as used in this agreement include any approach tapers, storage lanes or speed change lanes as deemed necessary.
- I agree that if any future improvements to the roadway become necessary, the portion of driveway(s) or street(s) located on public right-of-way will be considered the property of the North Carolina Department of Transportation, and I will not be entitled to reimbursement or have any claim for present expenditures for driveway or street construction.
- I agree that this permit becomes void if construction of driveway(s) or street(s) is not completed within the time specified by the "Policy on Street and Driveway Access to North Carolina Highways".
- I agree to pay a \$50 construction inspection fee. Make checks payable to NCDOT. This fee will be reimbursed if application is denied.
- I agree to construct and maintain the driveway(s) or street(s) in a safe manner so as not to interfere with or endanger the public travel.
- I agree to provide during and following construction proper signs, signal lights, flaggers and other warning devices for the protection of traffic in conformance with the current "Manual on Uniform Traffic Control Devices for Streets and Highways" and Amendments or Supplements thereto. Information as to the above rules and regulations may be obtained from the District Engineer.
- I agree to indemnify and save harmless the North Carolina Department of Transportation from all damages and claims for damage that may arise by reason of this construction.
- I agree that the North Carolina Department of Transportation will assume no responsibility for any damages that may be caused to such facilities, within the highway right-of-way limits, in carrying out its construction.
- I agree to provide a Performance and Indemnity Bond in the amount specified by the Division of Highways for any construction proposed on the State Highway system.
- The granting of this permit is subject to the regulatory powers of the NC Department of Transportation as provided by law and as set forth in the N.C. Policy on Driveways and shall not be construed as a contract access point.
- I agree that the entire cost of constructing and maintaining an approved private street or driveway access connection and conditions of this permit will be borne by the property owner, the applicant, and their grantees, successors, and assignees.
- **I AGREE TO NOTIFY THE DISTRICT ENGINEER WHEN THE PROPOSED WORK BEGINS AND WHEN IT IS COMPLETED.**

JOHNSTON COUNTY ENVIRONMENTAL HEALTH
SUBDIVISION APPLICATION

309 East Market, Smithfield, NC 27577

Phone: 919-989-5180

Fax: 919-989-5190



Application and Plan Submittal

A completed application, fee, and three (3) folded, 18x24 or larger, copies of subdivision plans shall be submitted to the Johnston County Environmental Health Office. The application packet may be submitted in person, by U.S. Mail, FedEx, UPS or another mail or courier service. If the application is incomplete, the entire package will be returned with a list of deficiencies.

APPLICANT INFORMATION

Date Submitted: _____

Subdivision Name: Swift Creek Road Tract

Property Owner Name: Ira Telfair Ogburn Stewardship Trust Phone: _____

Developer Name: LAST Investments, LLC Phone: 919 553 2085

Surveyor/Engineer: Lee R. Hines, Jr., PE Phone: 919 422 8011

Email: richiehinespe@nc.rr.com Fax: _____

SITE DATA

Location: SR 1010 (Cleveland School Road) and SR 1501 (Swift Creek Road), Hectors Creek Township
(State Road & Number, Township)

Tax ID: 15108020 Total Acreage: 97.57 acres

Number of Lots: 110

County/City Minimum Building Setbacks:

Front- 30 Ft Side- 10 Ft Rear- 25 Ft

Other Setbacks: _____

Are Open Space, Wetlands & Buffers Areas Delineated? Yes

Intended Use: 3 Bedroom Single-Family Dwellings 110 Other _____ (Explain: _____)

Type of Water Supply: Town of Smithfield On-Site Sewage Disposal Systems: Conventional

SUBMITTAL REQUIREMENTS

1. Completed Application
2. Fee: (Number of Lots x \$100.00 per Lot)
3. Three (3) Folded 18 x 24 (or larger) copies of the Preliminary Plat (with metes & bounds, parcel area, location of proposed home site)
4. Soils Report from LSS, if available.
5. Submit any preliminary soil/site plans to assist in the evaluation
6. Stormwater Statement

All owners/agents of property to be considered for this application must sign below this statement indicating their knowledge and agreement that all of - or a portion of - their property is being considered for potential development. Property owners/agents will allow County staff access to the property while conducting the review of this proposal development.

Owner/Agent Signature
[Signature]

Date
8-28-18
8-28-18

Staff Use Only:
FEE: _____ SUBMITTAL DATE: _____

Please copy for your records



LEE R. HINES, JR., PE

Civil Engineering
Land Planning & Development
Project Management

630 Aiken Parkway
Fuquay-Varina, NC 27526
Phone 919-422 8011
Email richiehinespe@nc.rr.com



September 6, 2018

Mr. Stephen Wensman, AICP/RLA, Planning Director

1214

LAST INVESTMENTS, LLC

DATE 8-28-18 66-505/531

PAY TO THE ORDER OF Town of Smithfield \$ 800.00

Eight Hundred and 00/100 DOLLARS

FOR Major Subdivision Review Fee - Swift Creek

FOUR OAKS BANK
For Check Verification Call:
Local 919-953-6257
Toll Free 1-877-953-6257

[Signature]

1219

LAST INVESTMENTS, LLC

DATE 9-6-18 66-505/531

PAY TO THE ORDER OF Storm Water Administrator, Town of Smithfield \$ 2940.00

Two thousand Nine Hundred Forty and 00/100 DOLLARS

FOR SWIFT CREEK TRACT

FOUR OAKS BANK
For Check Verification Call:
Local 919-953-6257
Toll Free 1-877-953-6257

[Signature]

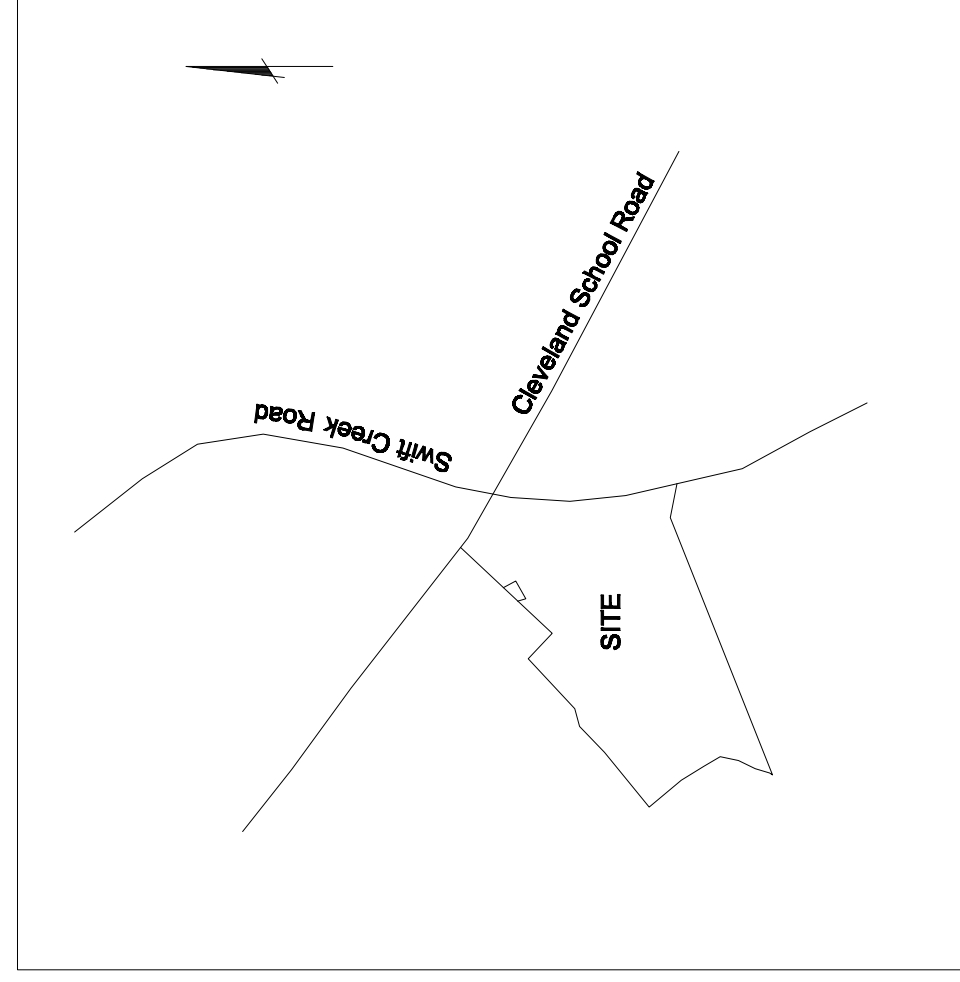
SWIFT CREEK ROAD TRACT CONSTRUCTION DOCUMENTS

TOWN OF SMITHFIELD, JOHNSTON COUNTY, NORTH CAROLINA

SITE DATA

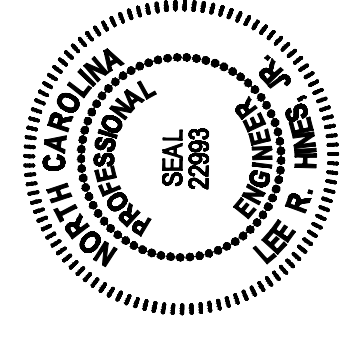
PROJECT: 17 10
PREPARER: LEE R. HINES, JR., PE
 Richie Hines
 630 Aiken Parkway
 Fuquay-Varina, NC 27526
 Phone (919) 422-8011
 Email: richiehinespe@nc.rr.com
OWNER: LAST Investments, LLC
OWNER'S CONTACT: Mr. Scott Lee
 104 State Avenue, Suite 103
 Clayton, NC 27520
 Phone: (919) 555-2085
 Fax: (919)
JOHNSTON COUNTY PIN: 169400-55-9495
ZONING: R-20A (Town of Smithfield)
PROPOSED USE: RESIDENTIAL
TOTAL TRACT AREA: 97.57 ACRES
WATERSHED: NEUSE

VICINITY MAP - NOT TO SCALE



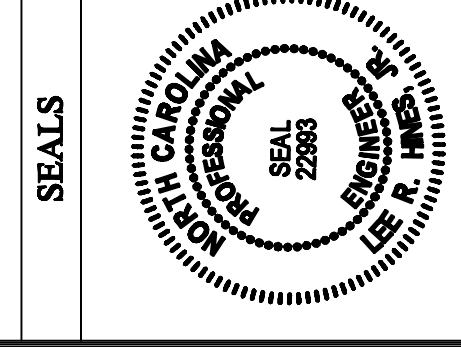
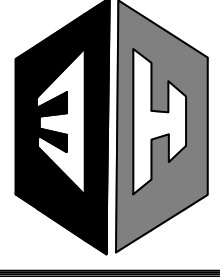
SHEET INDEX

S-1	-	PRELIMINARY PLAT
EX-1	-	EXISTING CONDITIONS
EC-1	-	OVERALL SEDIMENT AND EROSION CONTROL PLAN
EC-2	-	SEDIMENT BASIN PLAN SHEET
WL-1	-	OVERALL WATERLINE PLAN
PP-1	-	PLAN AND PROFILE STREET A (STA 0+00 TO STA 14+50)
PP-2	-	PLAN AND PROFILE STREET A (STA 14+50 TO STA 26+50)
PP-3	-	PLAN AND PROFILE STREET A (STA 26+50 TO STA 40+50)
PP-4	-	PLAN AND PROFILE STREET A (STA 40+50 TO STA 45+78.63)
PP-5	-	PLAN AND PROFILE STREET B
PP-6	-	PLAN AND PROFILE STREET C
PP-7	-	PLAN AND PROFILE STREETS D AND E
PP-8	-	PLAN AND PROFILE STREETS F AND G
S & EC-D	-	SEDIMENT AND EROSION CONTROL DETAIL SHEET
SD-D1	-	STORM DRAIN DETAIL SHEET
SD-D2	-	STORM DRAIN DETAIL SHEET
WL-D	-	WATERLINE DETAIL SHEET
CBU-D	-	CLUSTER BOX UNIT DETAIL SHEET



LEE R. HINES, JR., PE

630 AIKEN PARKWAY
 FUQUAY-VARINA, NC 27526
 PHONE (919) 422-8011
 richiehinespe@nc.rr.com



NO.	DATE	REVISIONS

SWIFT CREEK ROAD TRACT JOHNSTON COUNTY, NC

REVISION BY:	LRE
DESIGNED BY:	LRE
DRAWN BY:	LRE
DATE:	JULY 2018
PROJECT NUMBER:	1716

SEDIMENT AND EROSION CONTROL PLAN
 EC-1

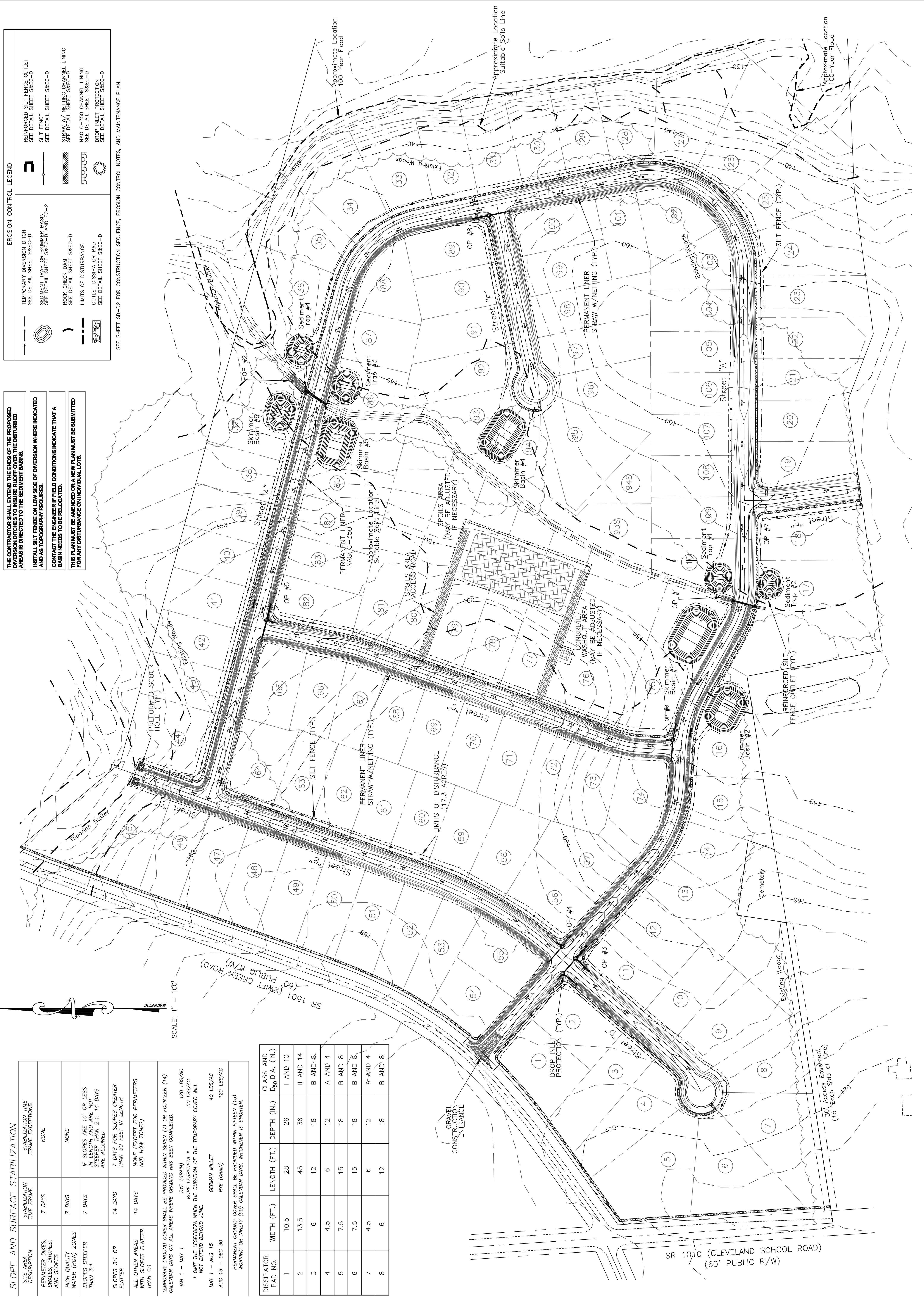
EROSION CONTROL LEGEND	
	TEMPORARY DIVERSION DITCH SEE DETAIL SHEET SAEC-D
	SILT FENCE SEE DETAIL SHEET SAEC-D
	STRAW W/ NETTING CHANNEL LINING SEE DETAIL SHEET SAEC-D
	MAG C-350 CHANNEL LINING SEE DETAIL SHEET SAEC-D
	DROP INLET PROTECTION SEE DETAIL SHEET SAEC-D
	ROCK CHECK DAM SEE DETAIL SHEET SAEC-D
	LIMITS OF DISTURBANCE SEE DETAIL SHEET SAEC-D
	OUTLET DISSIPATOR PAD SEE DETAIL SHEET SAEC-D

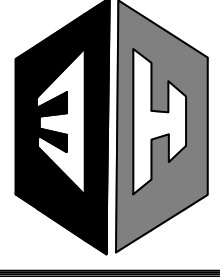
SEE SHEET SD-D2 FOR CONSTRUCTION SEQUENCE, EROSION CONTROL NOTES, AND MAINTENANCE PLAN.

THE CONTRACTOR SHALL EXTEND THE ENDS OF THE PROPOSED DIVERSION DITCHES TO INSURE R/OFF OVER THE DISTURBED AREAS IS DIRECTED TO THE SEDIMENT BASIN.
 INSTALL SILT FENCE ON LOW SIDE OF DIVERSION WHERE INDICATED AND AS TOPOGRAPHY REQUIRES.
 CONTACT THE ENGINEER IF FIELD CONDITIONS INDICATE THAT A BASIN NEEDS TO BE RELOCATED.
 THIS PLAN MUST BE AMENDED OR A NEW PLAN MUST BE SUBMITTED FOR ANY DISTURBANCE ON INDIVIDUAL LOTS.

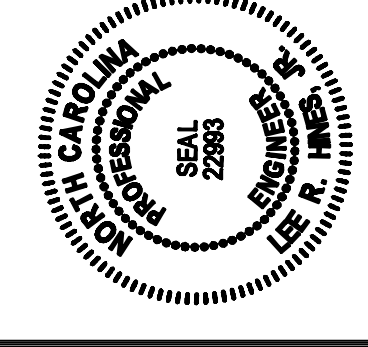
SLOPE AND SURFACE STABILIZATION	
SITE AREA DESCRIPTION	STABILIZATION TIME FRAME EXCEPTIONS
PERIMETER DIKES, SWALES, DITCHES, AND SLOPES	NONE
HIGH QUALITY ZONES WATER (10M) ZONES	NONE
SLOPES STEEPER THAN 3:1	IF SLOPES ARE 10' OR LESS AND ARE STEEPER THAN 2:1, 14 DAYS ARE ALLOWED.
SLOPES 3:1 OR FLATTER	7 DAYS FOR SLOPES GREATER THAN 50 FEET IN LENGTH
ALL OTHER AREAS WITH SLOPES FLATTER THAN 4:1	NONE (EXCEPT FOR PERIMETERS AND HOW ZONES)
TEMPORARY GROUND COVER SHALL BE PROVIDED WITHIN SEVEN (7) OR FOURTEEN (14) CALENDAR DAYS ON ALL AREAS WHERE GRADING HAS BEEN COMPLETED.	
JAN 1 - MAY 1	R/E (GRAN) 120 LBS/AC
MAY 1 - AUG 15	KOBE LESPEDEZA * 50 LBS/AC
AUG 15 - DEC 30	GERMAN MILLET 40 LBS/AC
	R/E (GRAN) 120 LBS/AC
PERMANENT GROUND COVER SHALL BE PROVIDED WITHIN FIFTEEN (15) WORKING OR NINETY (90) CALENDAR DAYS, WHICHEVER IS SHORTER.	

DISSEMINATOR PAD NO.	WIDTH (FT.)	LENGTH (FT.)	DEPTH (IN.)	CLASS AND D ₉₀ DIA. (IN.)
1	10.5	28	26	I AND 10
2	13.5	45	36	II AND 14
3	6	12	18	B AND-B
4	4.5	6	12	A AND 4
5	7.5	15	18	B AND 8
6	7.5	15	18	B AND 8
7	4.5	6	12	A-AND 4
8	6	12	18	B AND 8





SEALS

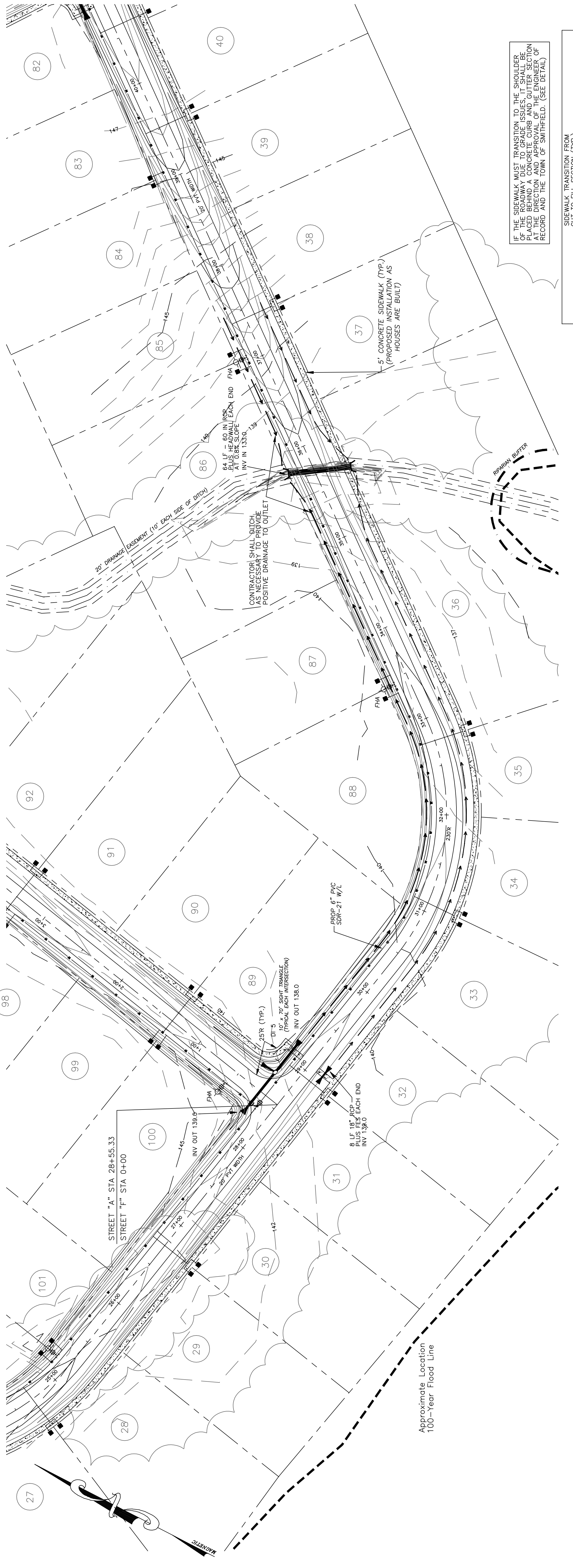


REVISIONS

NO.	DATE	DESCRIPTION

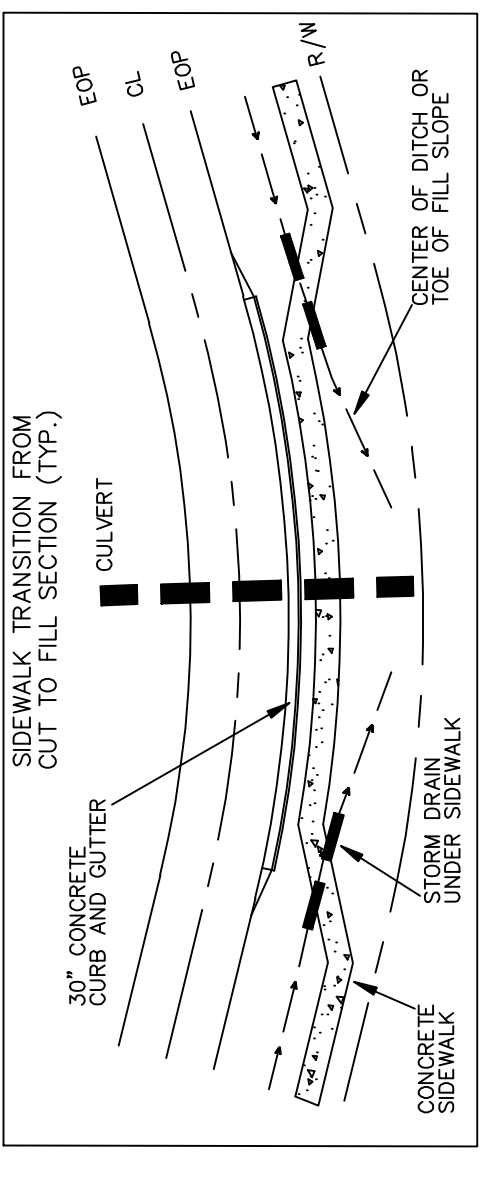
SWIFT CREEK ROAD TRACT
 JOHNSTON COUNTY, NC

REVIEWED BY: LRB
 DESIGNED BY: LRB
 DRAWN BY: LRB
 DATE: JULY 2018
 PROJECT NUMBER: 1716
 PLAN AND PROFILE
 STREET A
 STA 26+50 TO STA 40+50

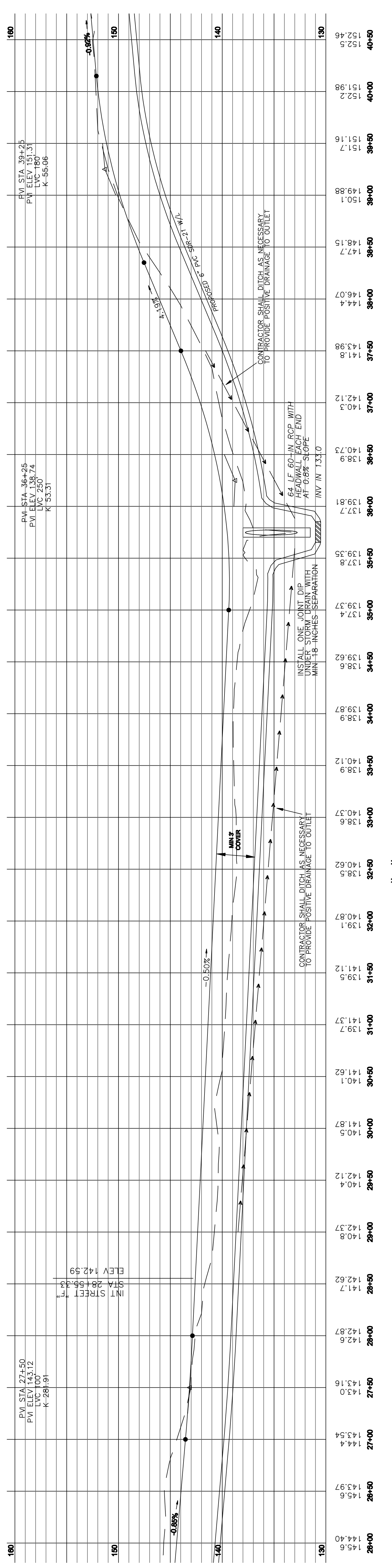


STREET "A" STA 26+00 THRU STA 40+00 PLAN
 SCALE: 1" = 50'

PROPOSED CONTOURS ARE SHOWN FOR GRADING REFERENCE AND MAY NOT BE EXACT. CONTRACTOR SHALL CONSULT WITH ENGINEER WITH ANY GRADING QUESTIONS SO DESIGN INTENT CAN BE CLARIFIED.

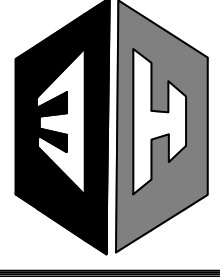


IF THE SIDEWALK MUST TRANSITION TO THE SHOULDER OF THE ROADWAY DUE TO GRADE ISSUES, IT SHALL BE FLAGGED BEHIND CONCRETE CURB AND CENTER SECTION OF RECORD AND THE TOWN OF SWIFTFIELD. (SEE DETAIL)

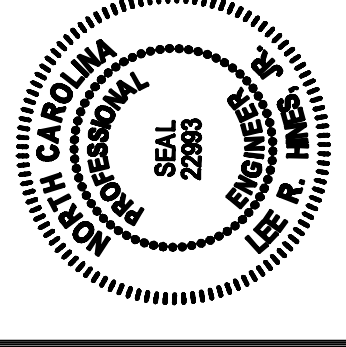


STREET "A" STA 26+00 THRU STA 40+00 PROFILE

SCALE: 1" = 50' (H)
 SCALE: 1" = 10' (V)



SEALS



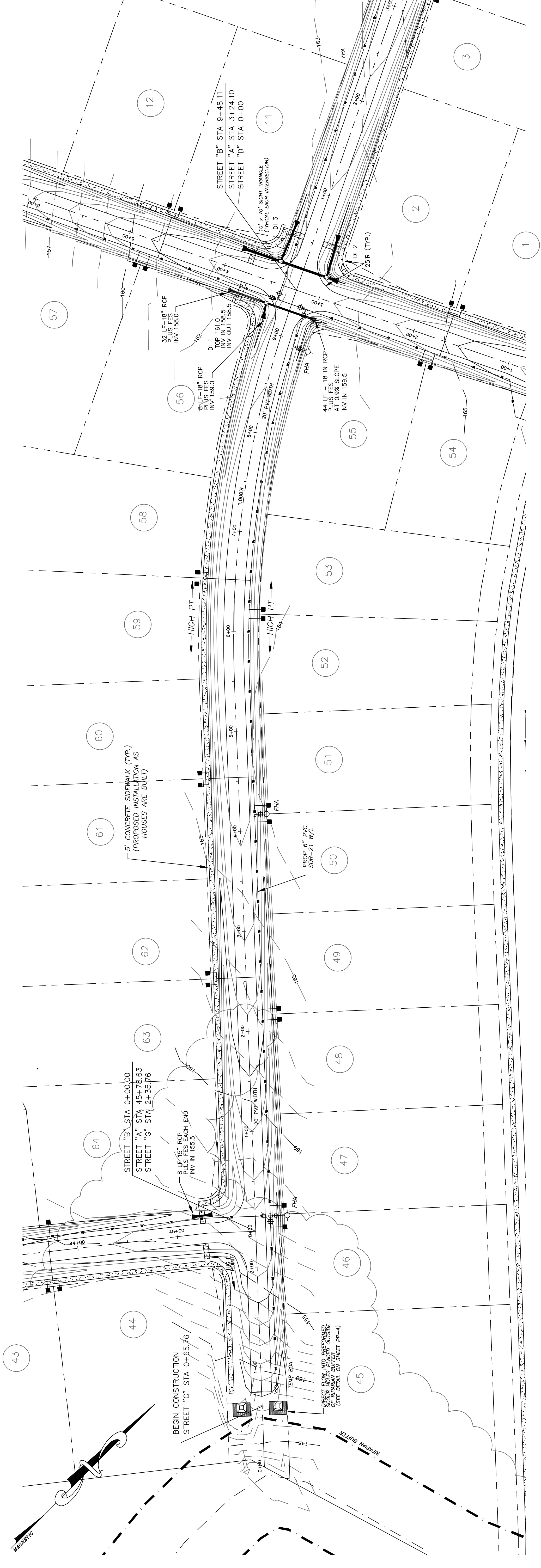
REVISIONS

NO.	DATE	DESCRIPTION

COMMENTS
 DATES

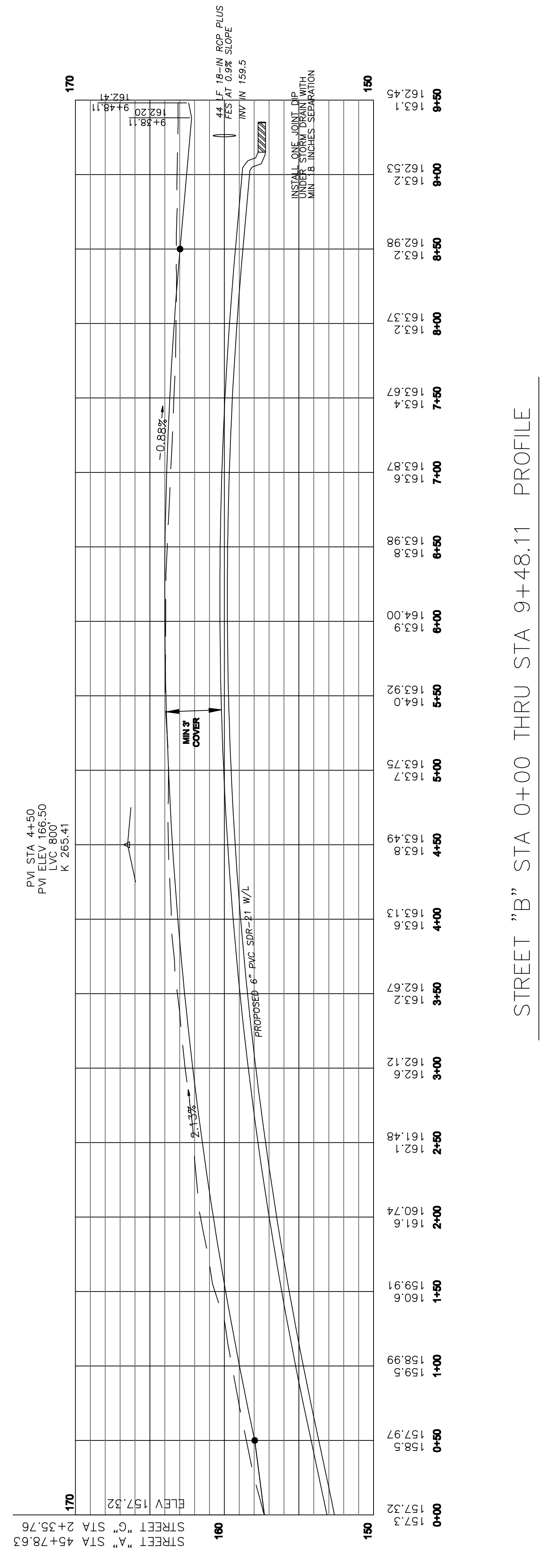
SWIFT CREEK ROAD TRACT
 JOHNSTON COUNTY, NC

REVISION BY: LRB
 DISIGNED BY: LRB
 DRAWN BY: LRB
 DATE: JULY 2018
 PROJECT NUMBER: 1716
 PLAN AND PROFILE
 STREET B
 STA 0+00 TO STA 9+48.11



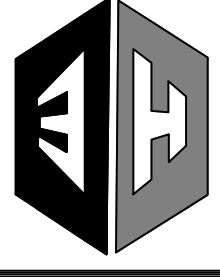
STREET "B" STA 0+00 THRU STA 9+48.11 PLAN
 SCALE: 1" = 50'

PROPOSED CONTOURS ARE SHOWN FOR GRADING REFERENCE AND MAY NOT BE EXACT. CONTRACTOR SHALL CONSULT WITH ENGINEER WITH ANY GRADING QUESTIONS SO DESIGN INTENT CAN BE CLARIFIED.

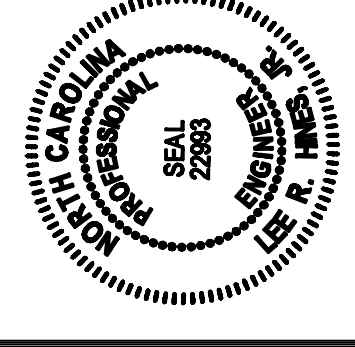


STREET "B" STA 0+00 THRU STA 9+48.11 PROFILE

SCALE: 1" = 50' (H)
 SCALE: 1" = 10' (V)



SEALS



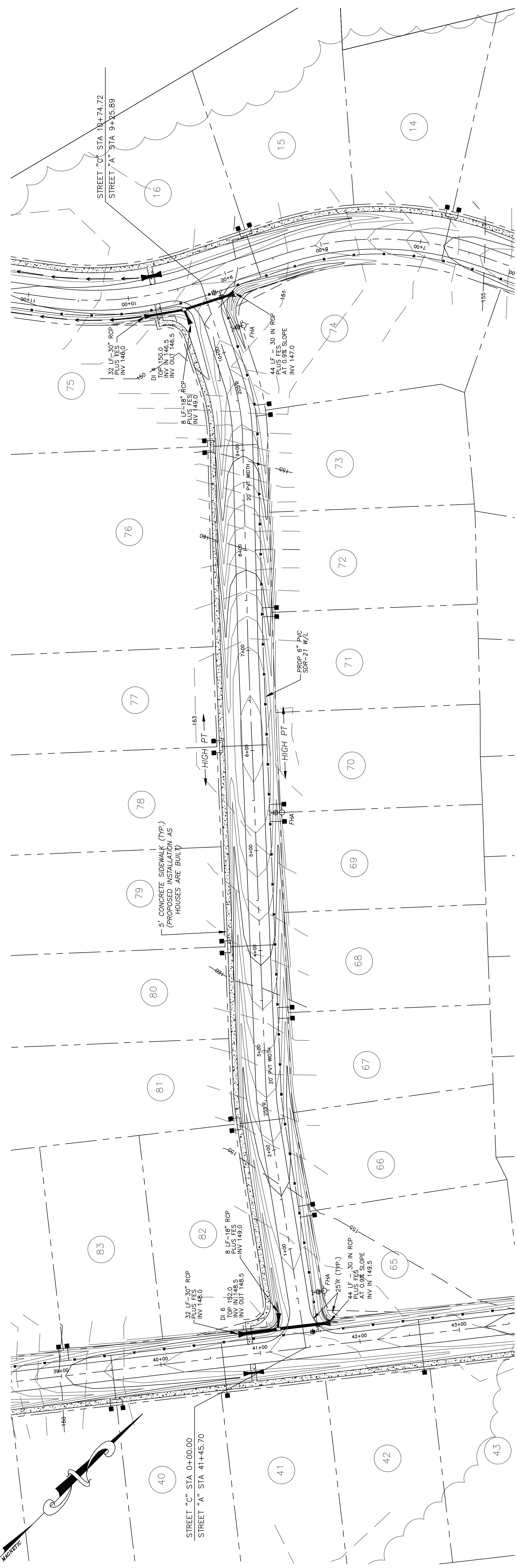
REVISIONS

NO.	DATE	DESCRIPTION

DATE
 COMMENTS

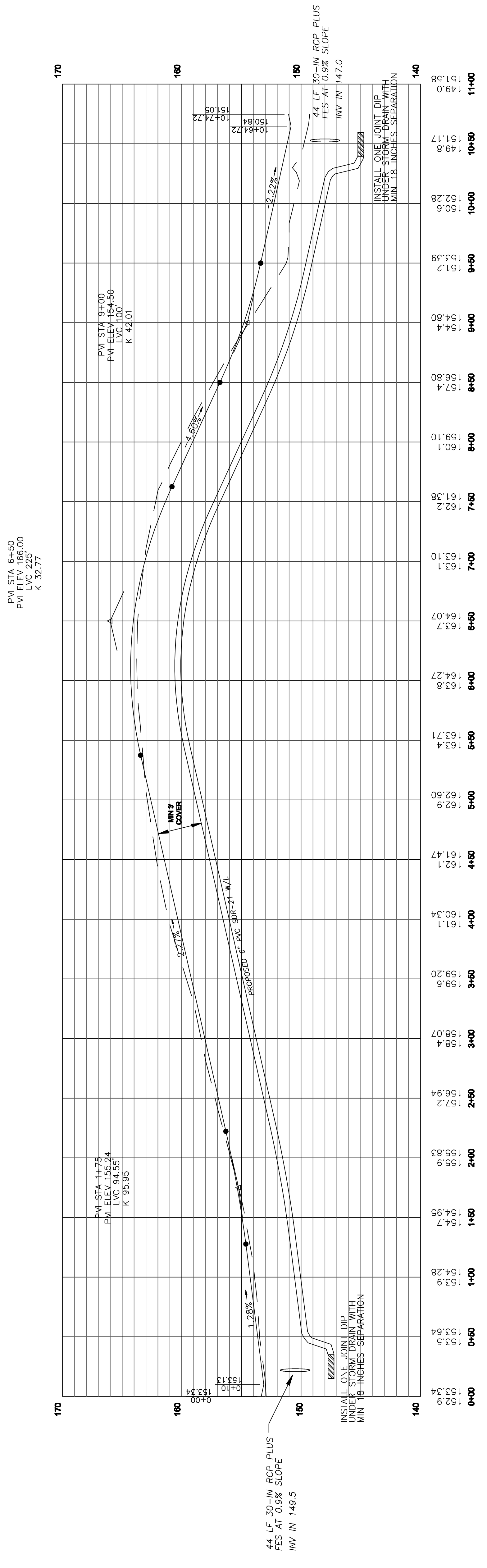
SWIFT CREEK ROAD TRACT
 JOHNSTON COUNTY, NC

REVIEWED BY: LAR
 DESIGNED BY: LAR
 DRAWN BY: LAR
 DATE: JULY 2018
 PROJECT NUMBER: 1716
 PLAN AND PROFILE
 STREET C
 STA 0+00 TO STA. 10+74.72

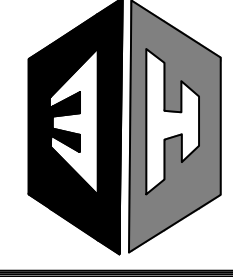


STREET "C" STA 0+00 THRU STA 10+74.72 PLAN
 SCALE: 1" = 50'

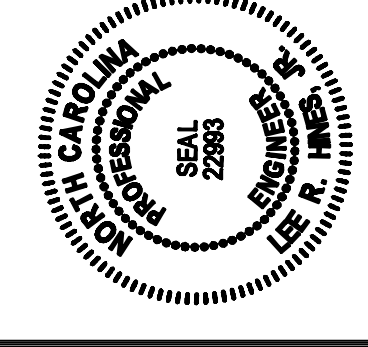
PROPOSED CONTOURS ARE SHOWN FOR GRADING REFERENCE AND MAY NOT BE EXACT. CONTRACTOR SHALL CONSULT WITH ENGINEER WITH ANY GRADING QUESTIONS SO DESIGN INTENT CAN BE CLARIFIED.



STREET "C" STA 0+00 THRU STA 10+74.72 PROFILE
 SCALE: 1" = 50' (H)
 SCALE: 1" = 10' (V)



SEALS



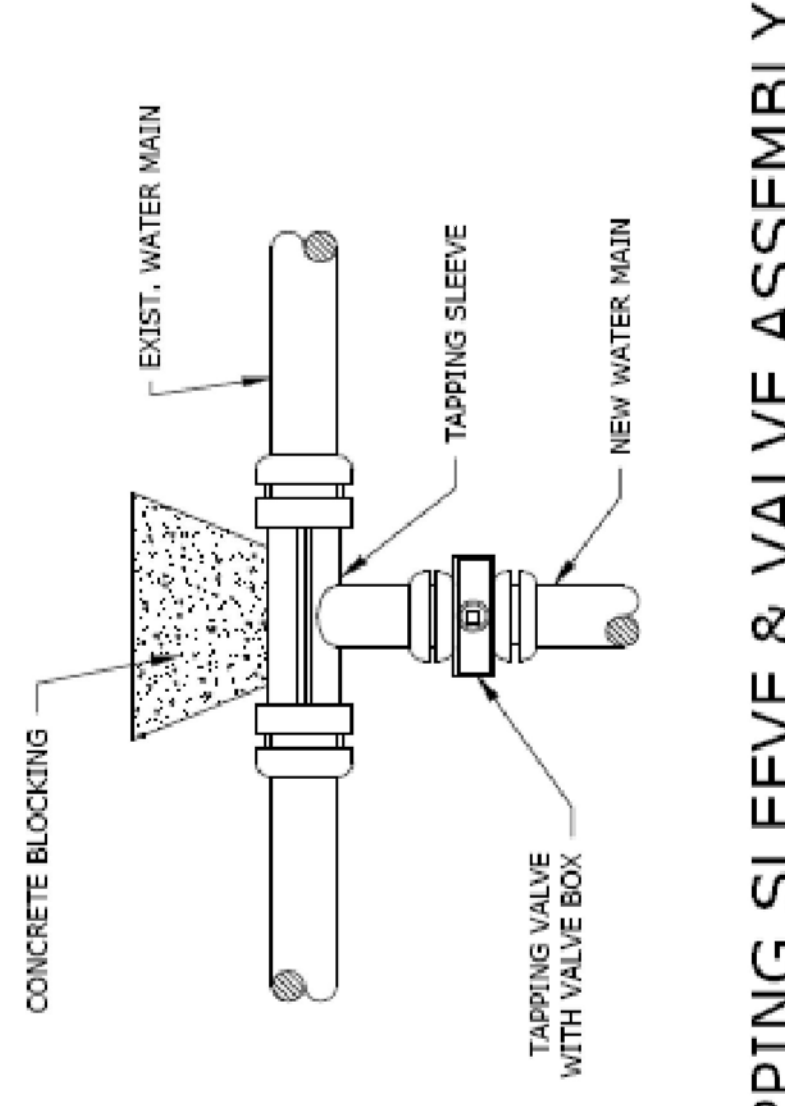
REVISIONS

NO.	DATE	DESCRIPTION

SWIFT CREEK ROAD TRACT JOHNSTON COUNTY, NC

REVIEWED BY: LRB
DESIGNED BY: LRB
DRAWN BY: LRB
DATE: JULY 2018
PROJECT NUMBER: 17116
WATERLINE DETAILS

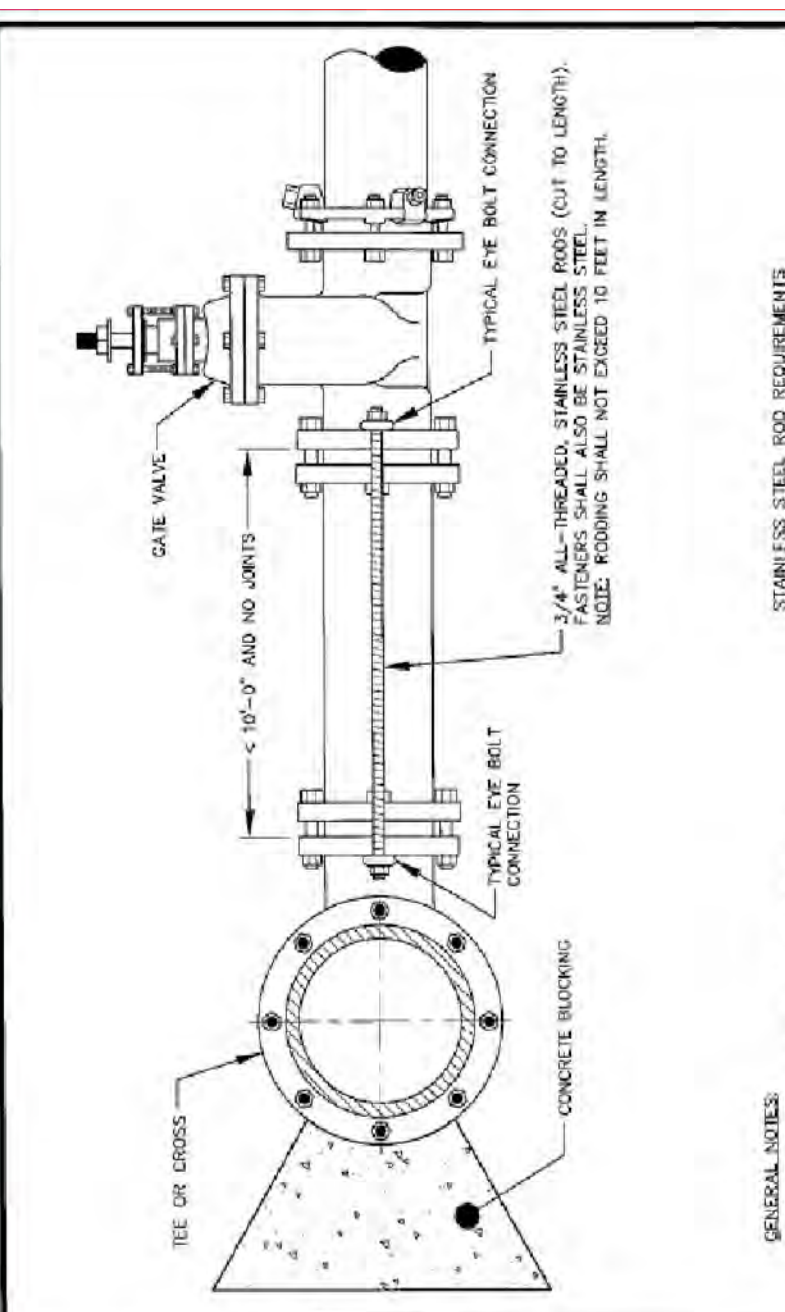
WL - D



TAPPING SLEEVE & VALVE ASSEMBLY

NOT TO SCALE

- NOTES:
- TAPPING SLEEVE SHALL BE FABRICATED OF 1/2" THICK GALVANNEED STEEL. FASTENERS SHALL ALSO BE STAINLESS STEEL.
 - CIRCUMFERENTIAL GASKET SHALL BE 1/2" O.D. X 1/4" THICK. SEAL AROUND EXISTING PIPE WITH FULL PENETRATING EPOXY RESIN. APPROVED BY: LRB, S.M. SELLER
 - 1/2" O.D. X 1/4" THICK GASKET SHALL BE APPROVED EQUAL.

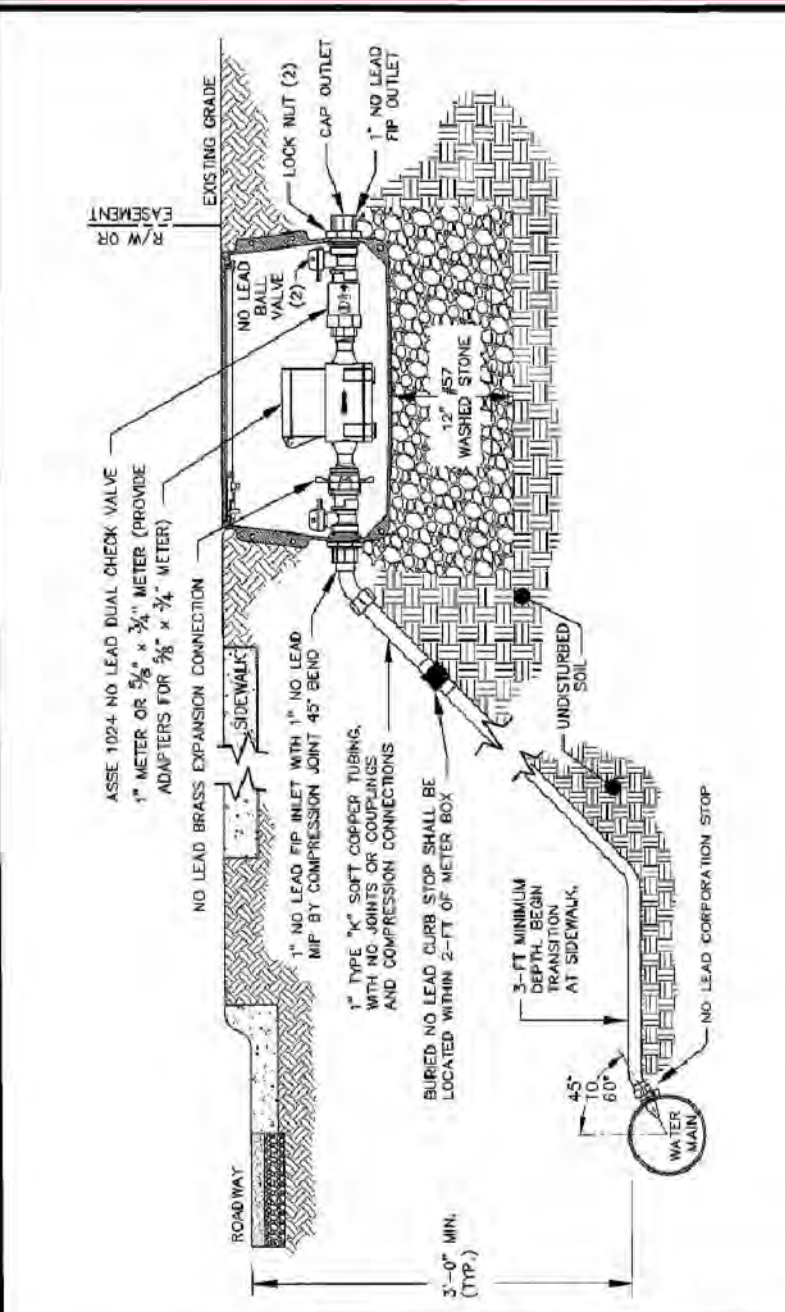


STANDARD VALVE RODDING

SCALE: NTS
DETAIL NO. 06.02
DATE: 05/06/2018

- GENERAL NOTES:
- CONCRETE SHALL NOT CONTACT RODS OR END OF MECHANICAL FITTINGS.
 - RODS SHALL NOT BE COUPLED.

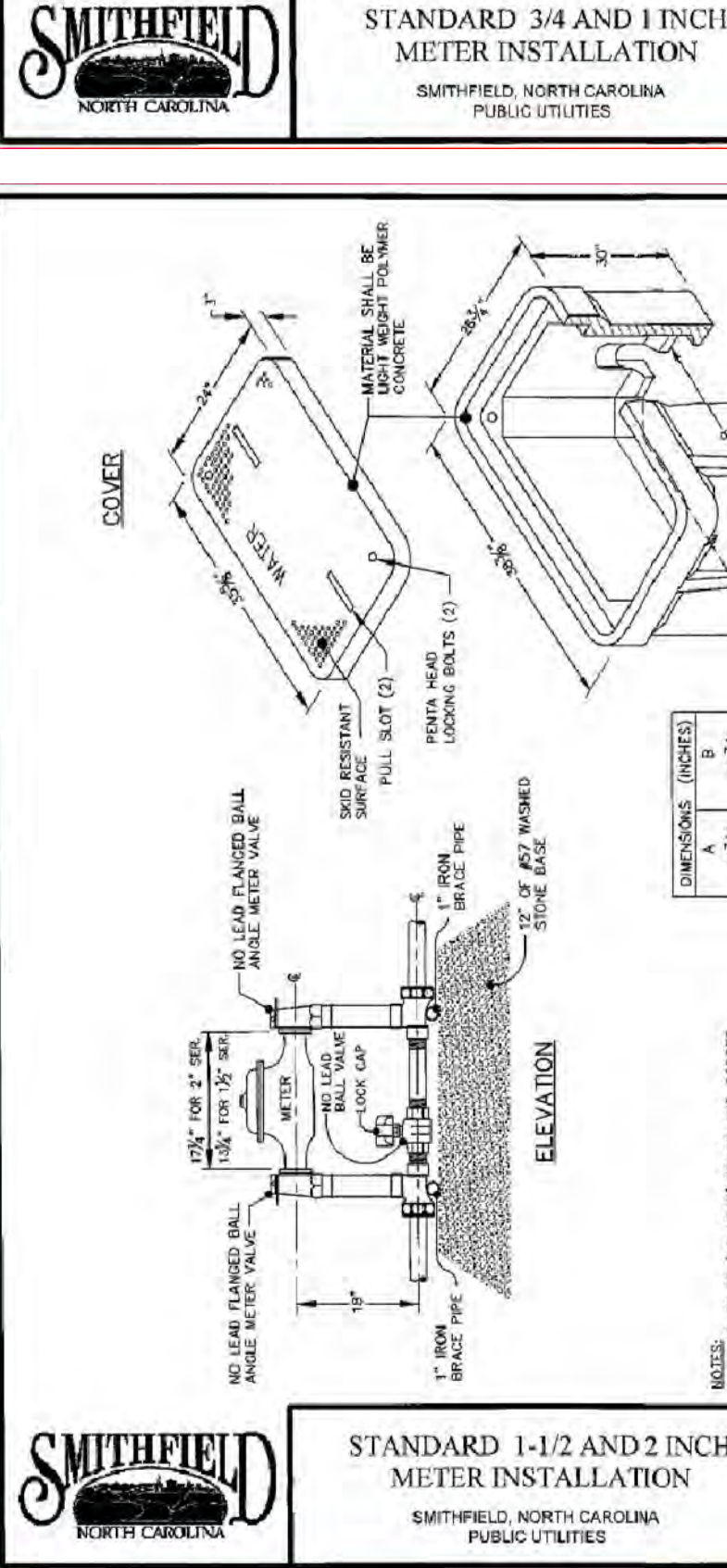
SMITHFIELD NORTH CAROLINA
SMITHFIELD, NORTH CAROLINA
PUBLIC UTILITIES



STANDARD 3/4 AND 1 INCH METER INSTALLATION

SCALE: NTS
DETAIL NO. 06.01
DATE: 06/08/2018

- NOTES:
- ALL SERVICES SHALL BE INSTALLED IN AREAS OUTSIDE OF CURB OR DRIVE.
 - ALL SERVICES SHALL BE INSTALLED IN AREAS OUTSIDE OF CURB OR DRIVE.
 - ALL SERVICES SHALL BE INSTALLED IN AREAS OUTSIDE OF CURB OR DRIVE.
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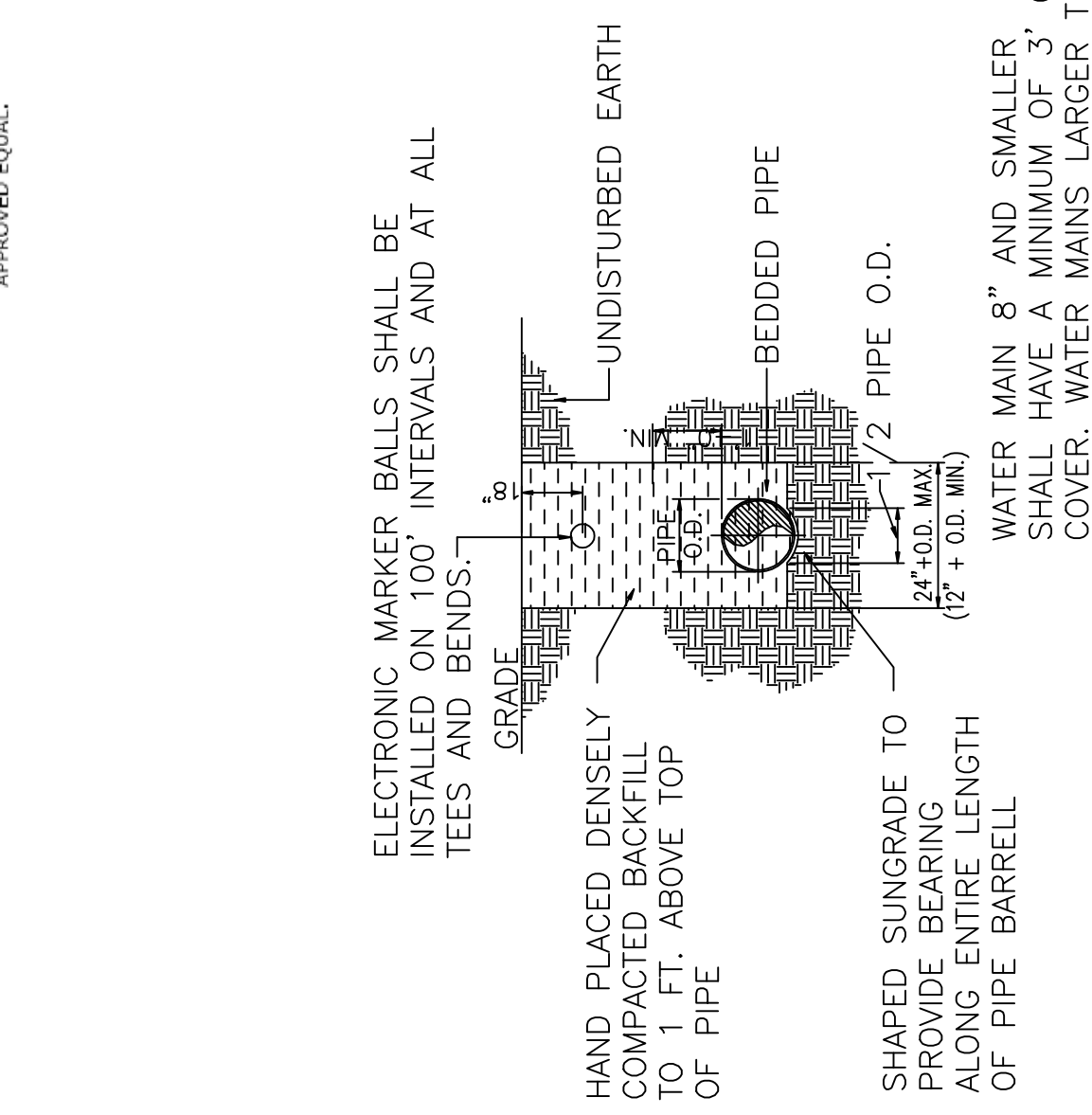


STANDARD 1-1/2 AND 2 INCH METER INSTALLATION

SCALE: NTS
DETAIL NO. 06.02
DATE: 06/05/2018

- NOTES:
- COVER SHALL BE 18" X 18" X 2" MINIMUM.
 - COVER SHALL BE 18" X 18" X 2" MINIMUM.
 - COVER SHALL BE 18" X 18" X 2" MINIMUM.
 - COVER SHALL BE 18" X 18" X 2" MINIMUM.
 - COVER SHALL BE 18" X 18" X 2" MINIMUM.

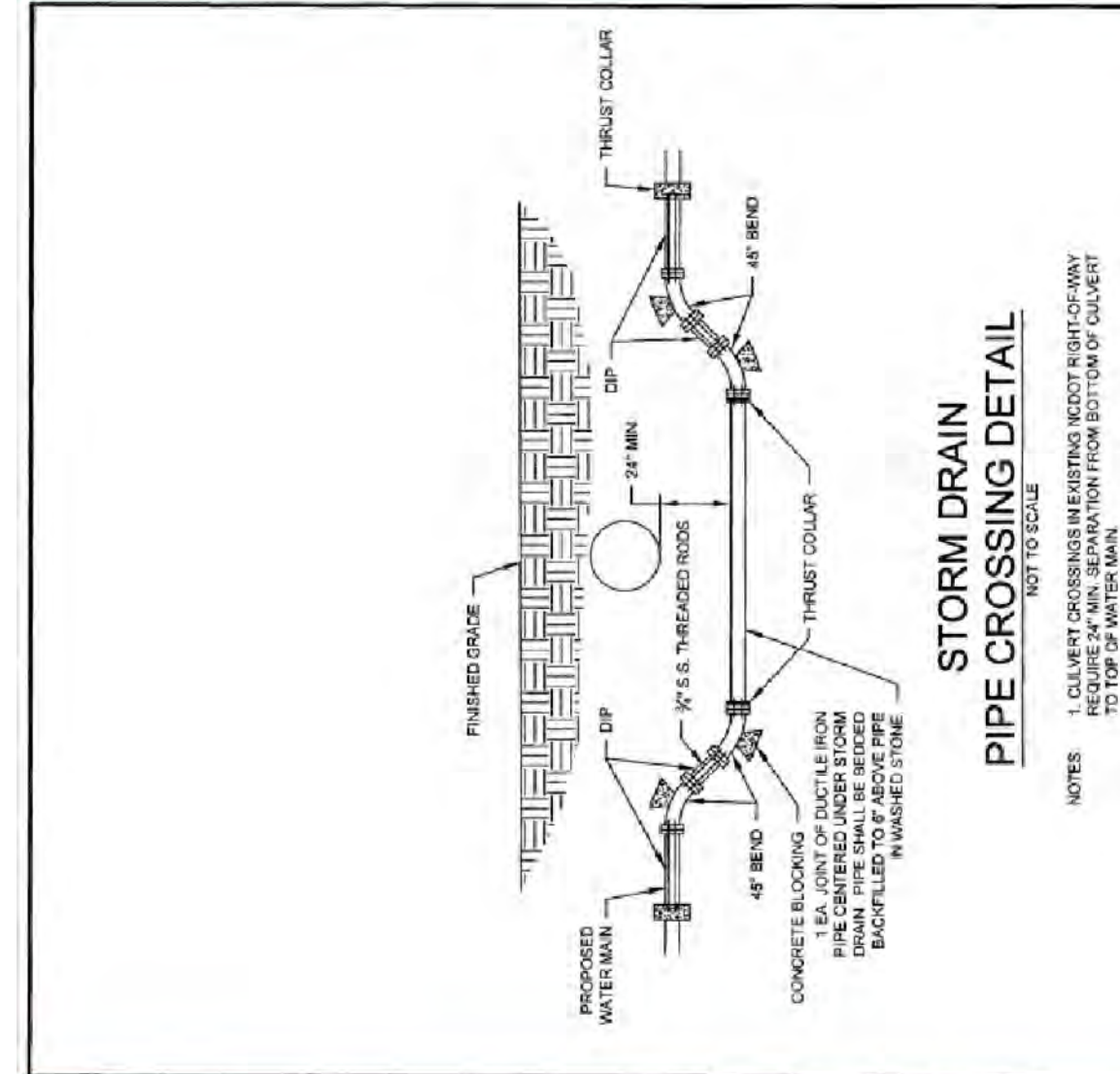
SMITHFIELD NORTH CAROLINA
SMITHFIELD, NORTH CAROLINA
PUBLIC UTILITIES



PIPE LAYING DETAIL

SCALE: NTS
DETAIL NO. 06.10
DATE: 06/08/2018

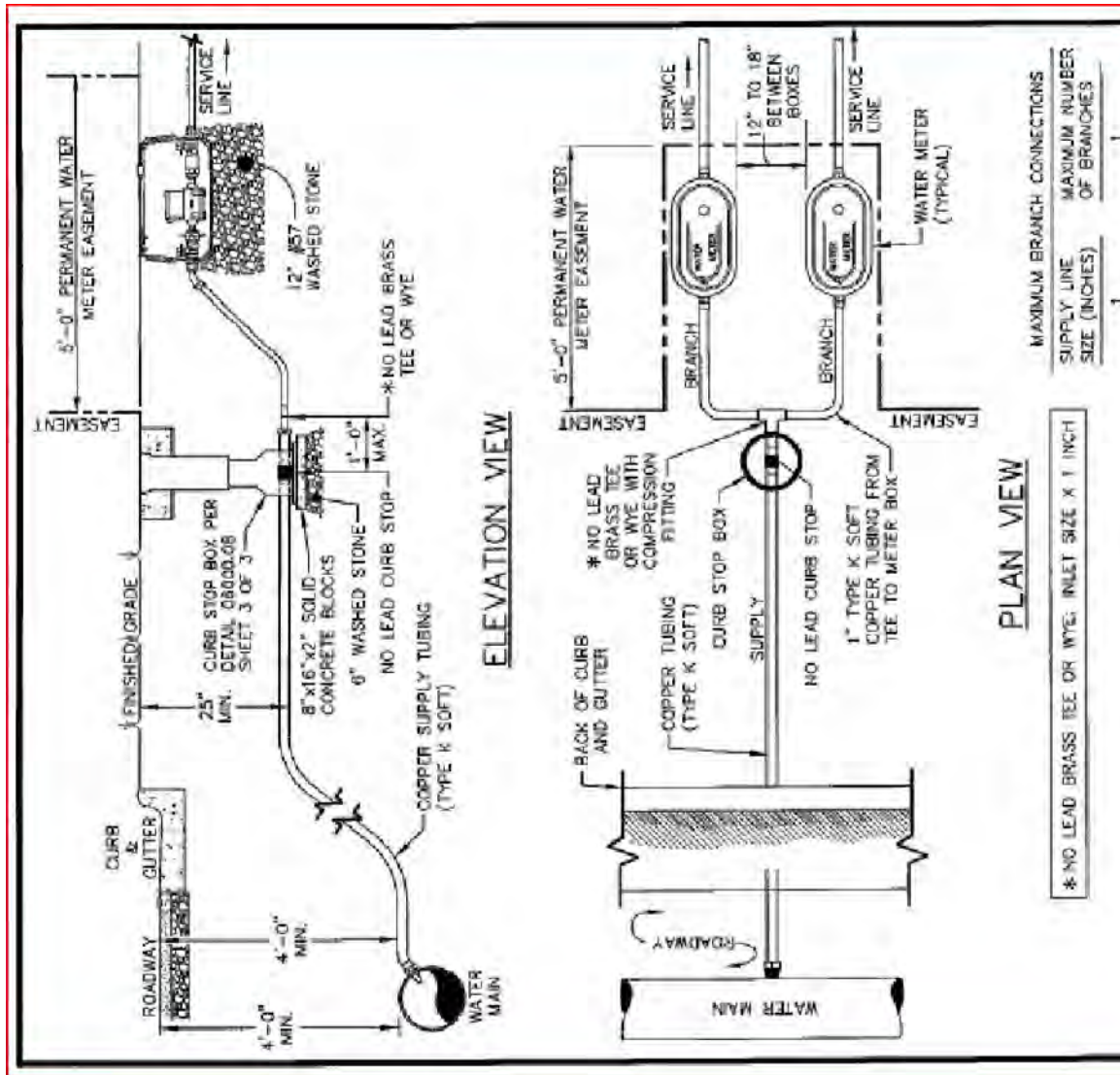
- NOTES:
- ELECTRONIC MARKER BALLS SHALL BE INSTALLED ON 100' INTERVALS AND AT ALL TEES AND BENDS.
 - UNDISTURBED EARTH SHALL BE HAND PLACED DENSELY COMPACTED BACKFILL TO 1 FT. ABOVE TOP OF PIPE.
 - SHAPED SUNGRADE TO PROVIDE BEARING ALONG ENTIRE LENGTH OF PIPE BARRELL.
 - WATER MAIN 8" AND SMALLER SHALL HAVE A MINIMUM OF 3' OF COVER. WATER MAINS LARGER THAN 8" SHALL HAVE A MINIMUM OF 3'-6" OF COVER.



STORM DRAIN PIPE CROSSING DETAIL

SCALE: NTS
DETAIL NO. 06.11
DATE: 06/08/2018

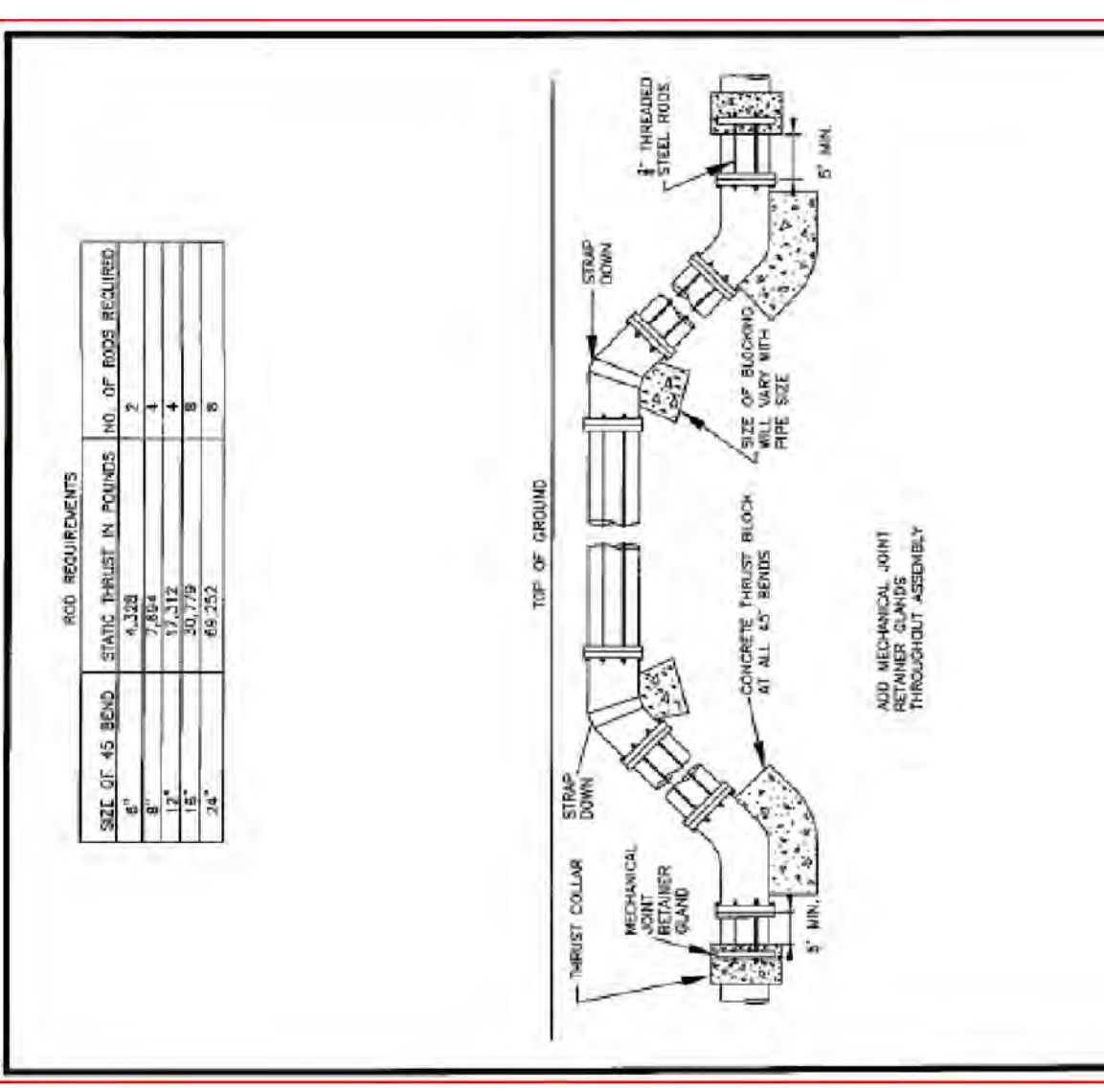
- NOTES:
- ALL SERVICES SHALL BE INSTALLED IN AREAS OUTSIDE OF CURB OR DRIVE.
 - ALL SERVICES SHALL BE INSTALLED IN AREAS OUTSIDE OF CURB OR DRIVE.
 - ALL SERVICES SHALL BE INSTALLED IN AREAS OUTSIDE OF CURB OR DRIVE.
 - ALL SERVICES SHALL BE INSTALLED IN AREAS OUTSIDE OF CURB OR DRIVE.
 - ALL SERVICES SHALL BE INSTALLED IN AREAS OUTSIDE OF CURB OR DRIVE.



STANDARD MULTIPLE BRANCH SERVICE

SCALE: NTS
DETAIL NO. 06.14
DATE: 06/08/2018

- NOTES:
- MINIMUM BRANCH CONNECTIONS SHALL BE 1/2" DIA. X 1" MIN.
 - MINIMUM BRANCH CONNECTIONS SHALL BE 1/2" DIA. X 1" MIN.
 - MINIMUM BRANCH CONNECTIONS SHALL BE 1/2" DIA. X 1" MIN.
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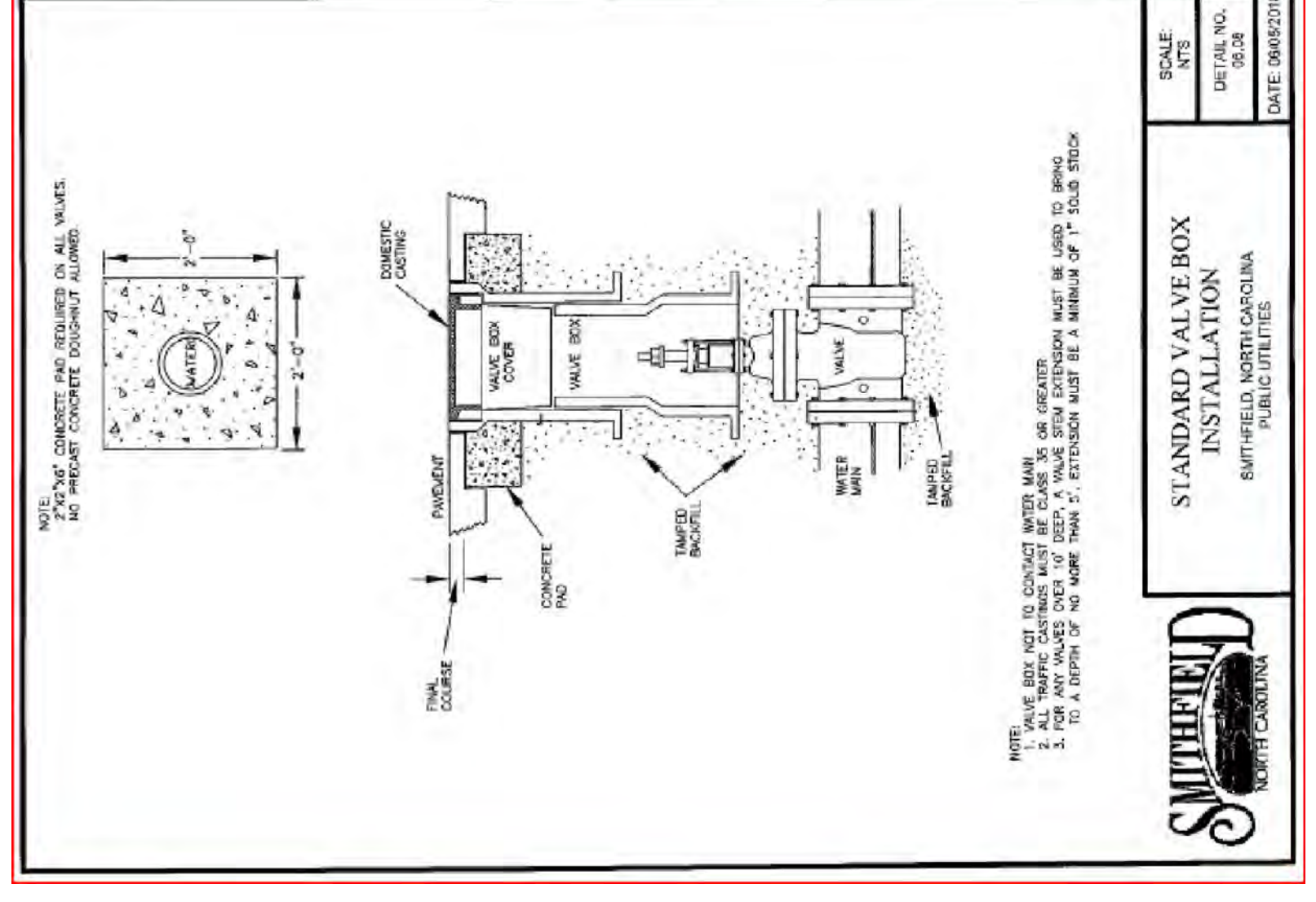


STANDARD VERTICAL BEND

SCALE: NTS
DETAIL NO. 06.20
DATE: 06/08/2018

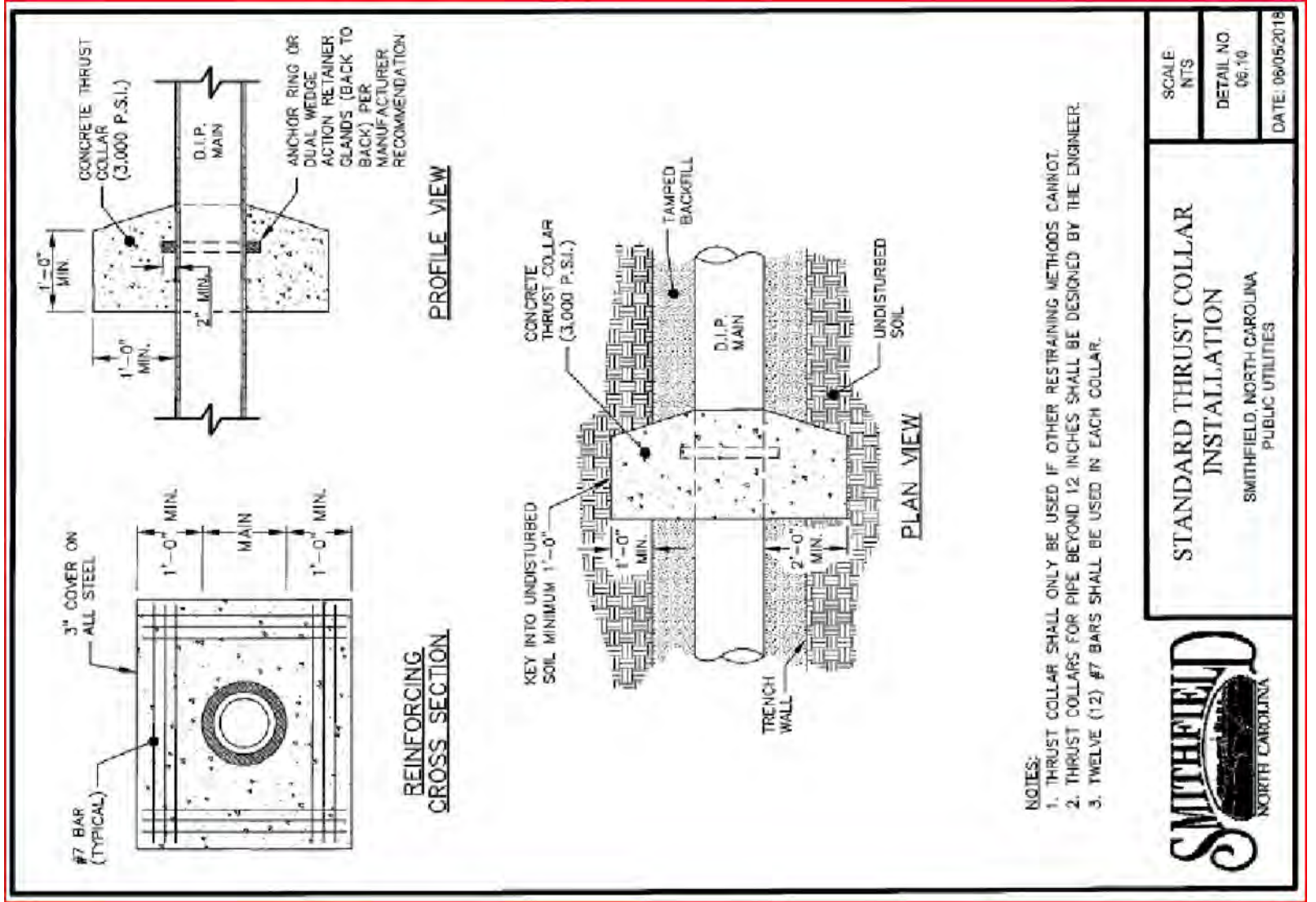
- NOTES:
- MINIMUM BRANCH CONNECTIONS SHALL BE 1/2" DIA. X 1" MIN.
 - MINIMUM BRANCH CONNECTIONS SHALL BE 1/2" DIA. X 1" MIN.
 - MINIMUM BRANCH CONNECTIONS SHALL BE 1/2" DIA. X 1" MIN.
 - MINIMUM BRANCH CONNECTIONS SHALL BE 1/2" DIA. X 1" MIN.
 - MINIMUM BRANCH CONNECTIONS SHALL BE 1/2" DIA. X 1" MIN.

SMITHFIELD NORTH CAROLINA
SMITHFIELD, NORTH CAROLINA
PUBLIC UTILITIES



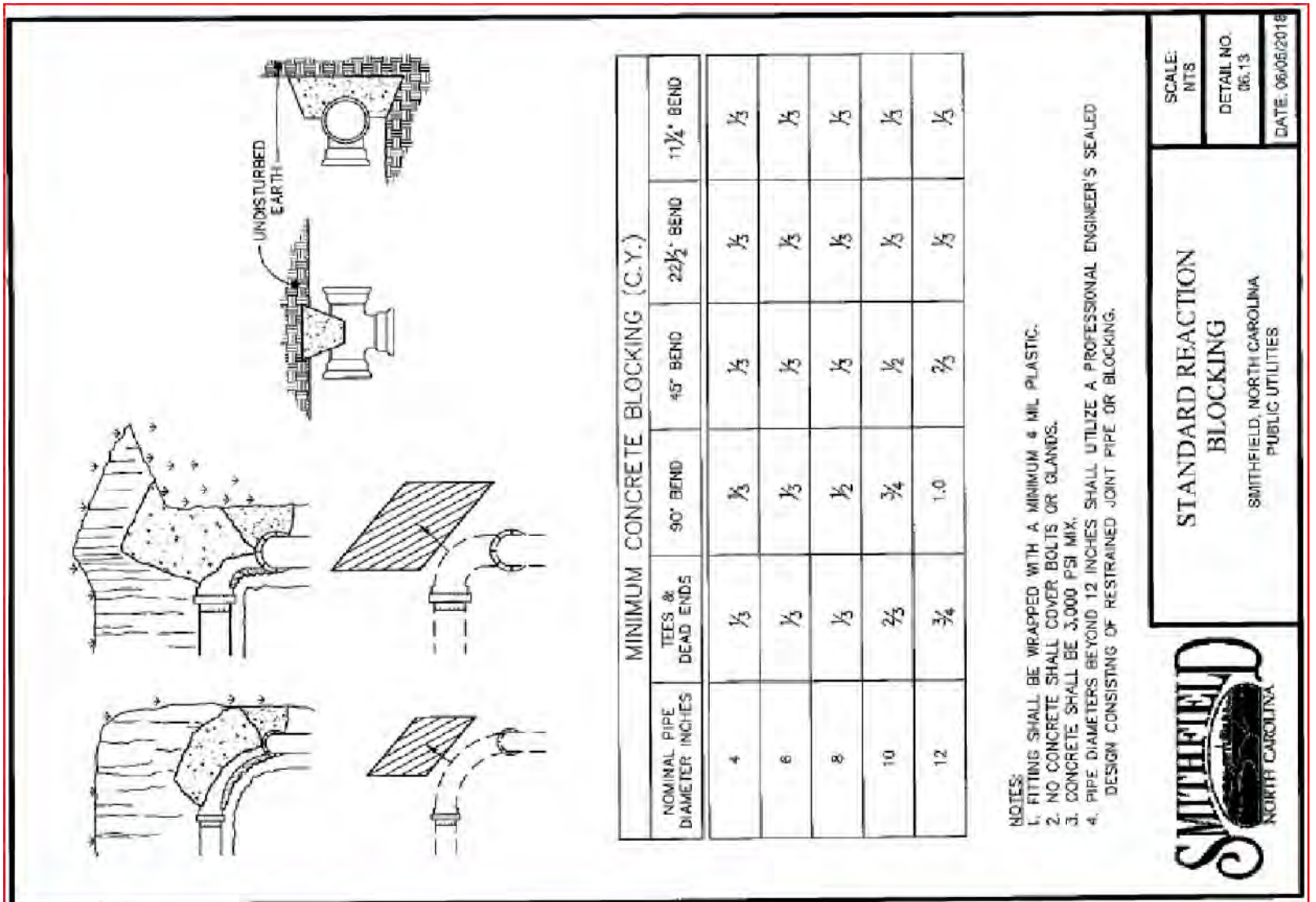
STANDARD VALVE BOX INSTALLATION

SCALE: NTS
DETAIL NO. 06.09
DATE: 06/08/2018



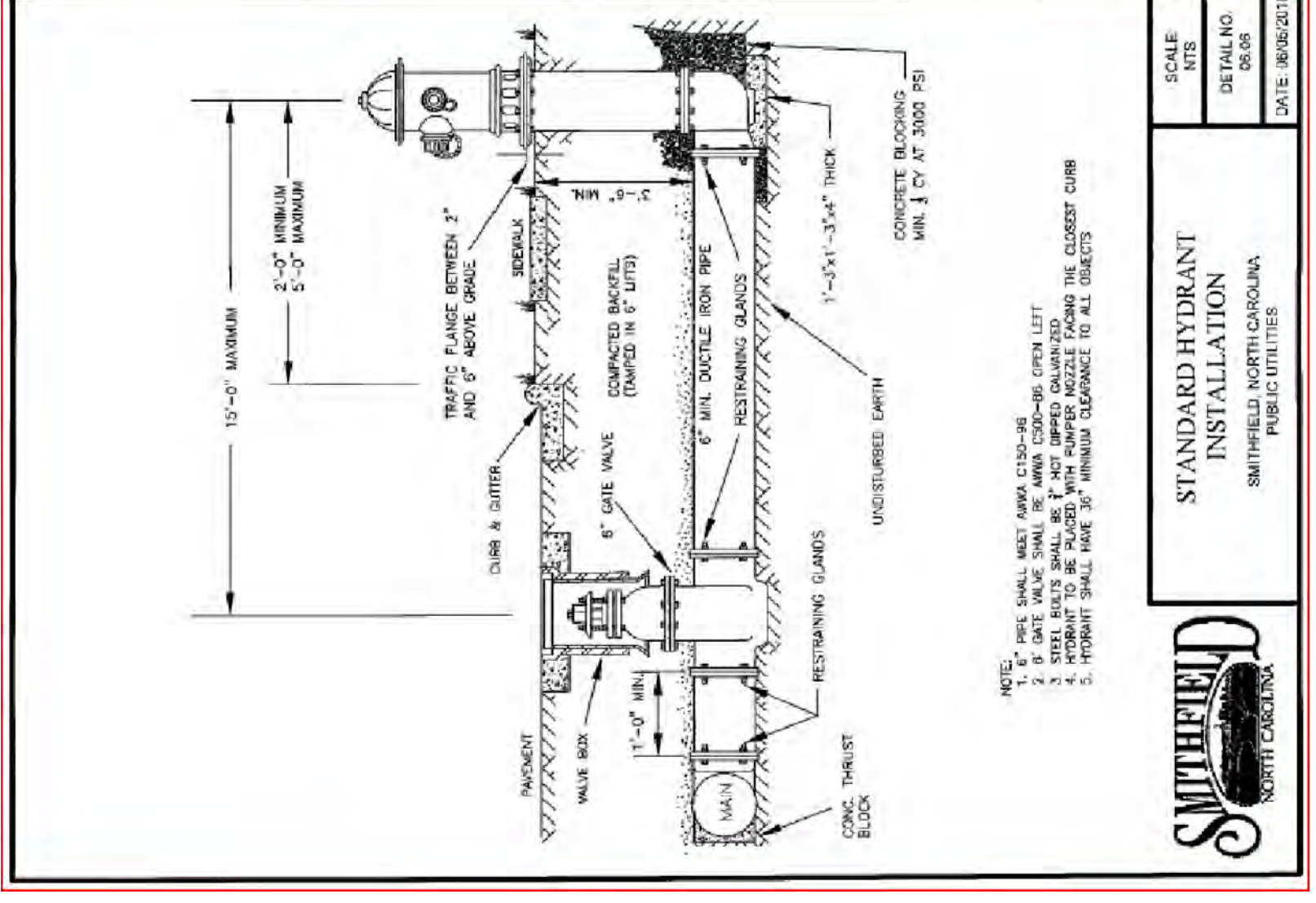
STANDARD THRUST COLLAR INSTALLATION

SCALE: NTS
DETAIL NO. 06.10
DATE: 06/08/2018



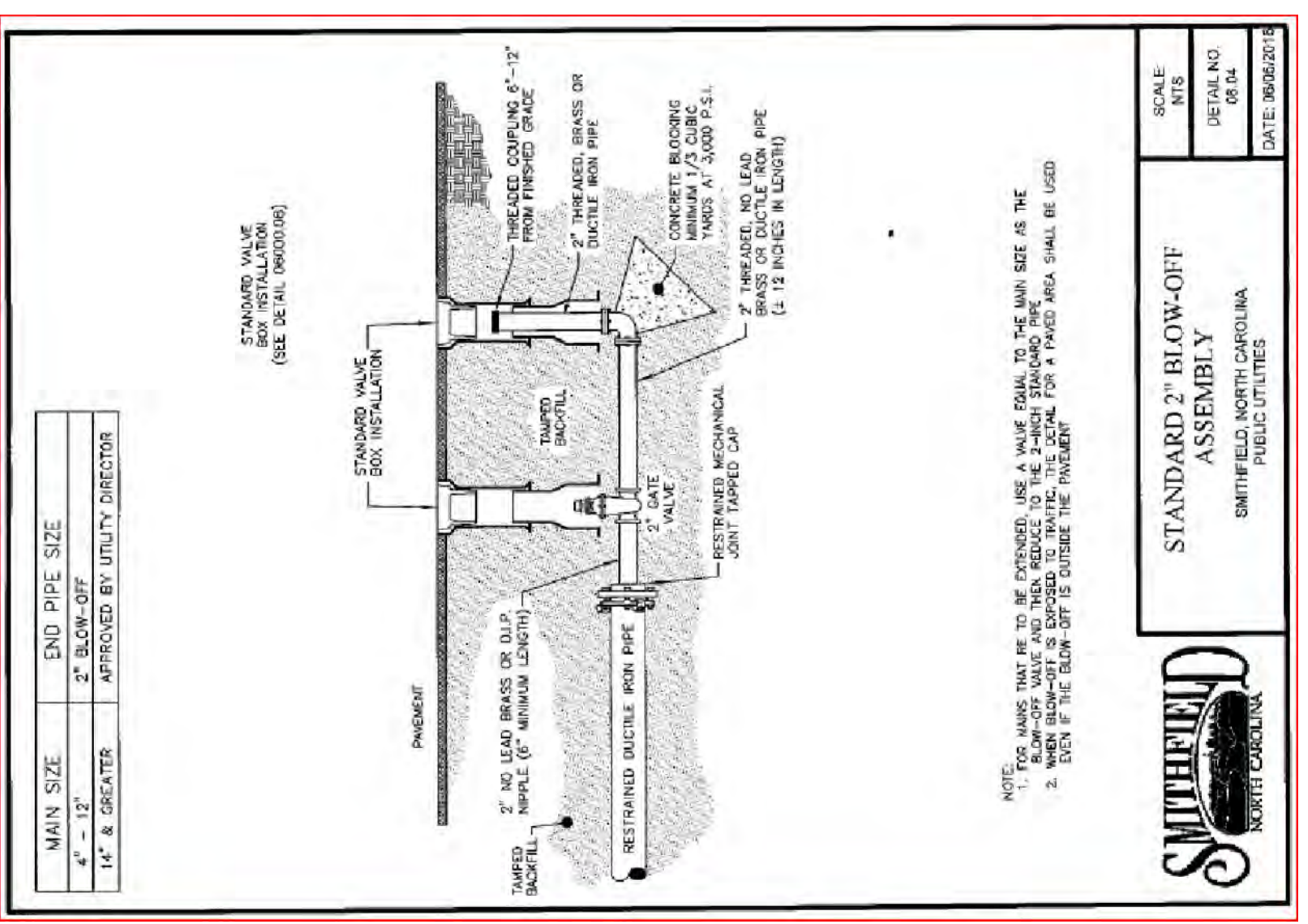
STANDARD REACTION BLOCKING

SCALE: NTS
DETAIL NO. 06.13
DATE: 06/08/2018



STANDARD HYDRANT INSTALLATION

SCALE: NTS
DETAIL NO. 06.08
DATE: 06/05/2018



STANDARD 2" BLOW-OFF ASSEMBLY

SCALE: NTS
DETAIL NO. 06.14
DATE: 06/08/2018

SMITHFIELD NORTH CAROLINA
SMITHFIELD, NORTH CAROLINA
PUBLIC UTILITIES

Swift Creek Preliminary Subdivision



Project Name:
Swift Creek
Subdivision

Proposed Use:
110 lot Residential
Subdivision

File Number:
S-18-02

Property Owner:
Last Investment, LLC

Applicant:
Lee R. Hines, Jr., PE

Location:
Swift Creek Road

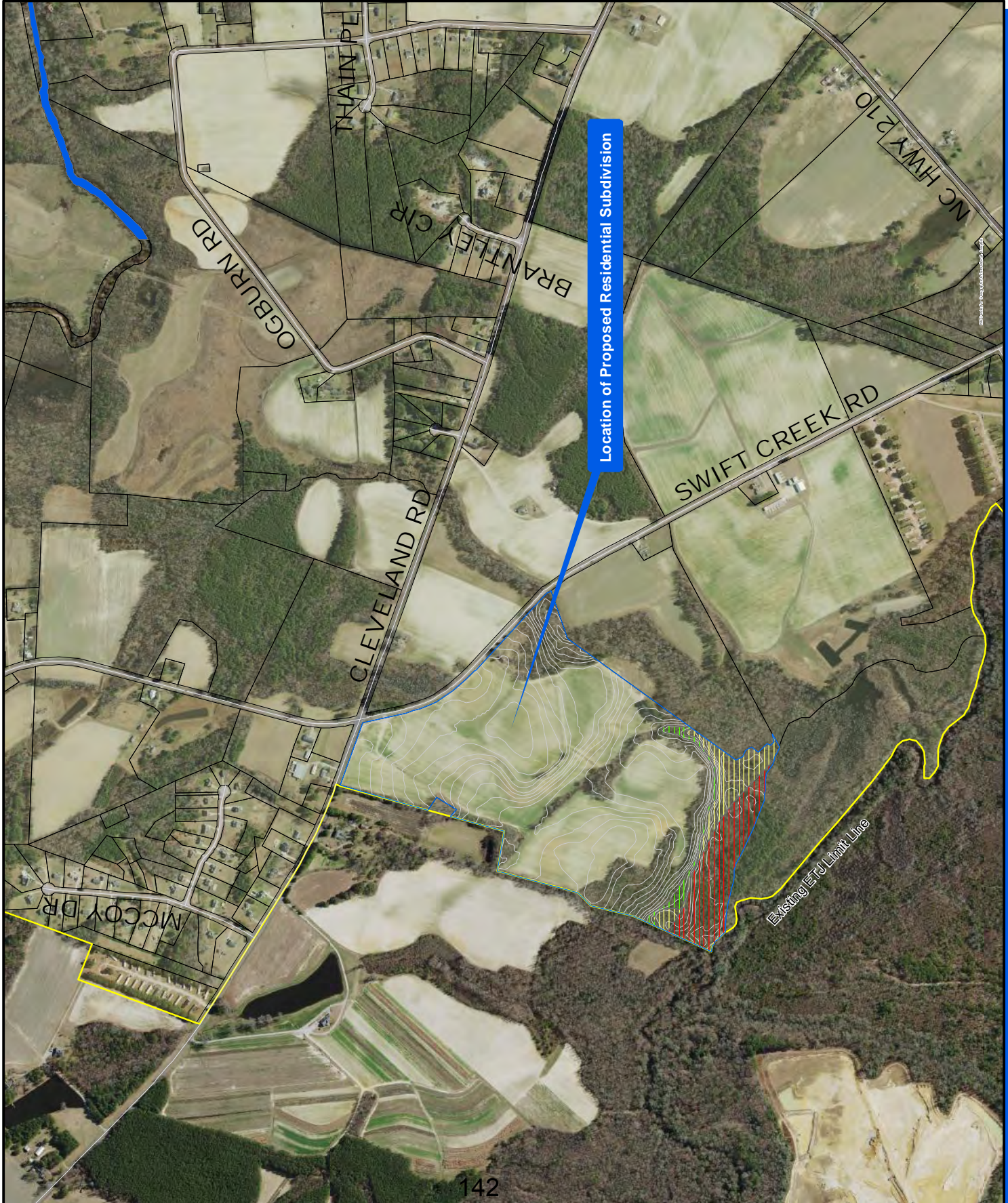
Tax ID#
15108020

Zoning District:
R-20A
(Residential-
Agriculture)

- Project Location
- ETJ Limit Line
- 2ft contours
- 100 Year Flood
- 500 Year Flood
- Floodway



1 inch = 1,000 feet
Map created by the
Mark E. Helmer, AICP
Senior Planner,
GIS Specialist
on 9/20/2018





Request for Town Council Action

Public Hearing: **Noncontiguous Annexation**
Date: 12/04/2018

Subject: Non-contiguous Annexation Petition
Department: Planning & Administration
Presented by: Planning Director – Stephen Wensman
Presentation: Business Item

Issue Statement

The applicant, Navaho Investment Company, LLC, is requesting to annex approximately 32.79 acres of land into the Town of Smithfield's corporate limits. The property considered for annexation on Galilee Road about 1900 feet south of Black Creek Road, near West Smithfield Elementary School. The property is partially within the ETJ and partially outside.

Financial Impact

Approving the annexation would increase the tax base

Action Needed

The Town Council is asked to consider adoption of Ordinance #497 extending the Corporate Limits of the Town of Smithfield. This can be done immediately or within six months.

Recommendation

Consider adopting Ordinance #497 Extending the Corporate Limits of the Town of Smithfield

Approved: Town Manager Town Attorney

Attachments:

1. Staff Report
2. North Carolina General Statutes
3. Ordinance #497
4. Preliminary Plat
5. Legal Advertisement



Staff Report

**Public ANX-
Hearing 18-01**

Petitioner: Navaho Investment Company, LLC

Acreage: 32.79 acres (21.26 in Johnston County and 11.53 acres in ETJ)

Existing Zoning: AR and R20-A

Property ID: 15I09011B

The Town of Smithfield received a petition from Navaho Investment Company, LLC. to annex approximately 32.79 acres on Galilee Road. The applicant is also requesting Town water and sewer services.

At the September 4, 2018 meeting, the Town Council passed Resolution # (625) 12-2018 directing the Town Clerk to investigate the sufficiency of the petition should the Council wish to move forward with the annexation of the property into the corporate Town limits. The Town Clerk has investigated the petition and has determined it to be valid.

At the October 3, 2018 meeting, the Town Council approved Resolution # (628) 15-2018 setting the date for the Public Hearing to be held on November 6, 2018

On November 6, 2018, the Town Council held a public hearing and tabled the item to the December 4, 2018 Council meeting in order for Staff to better quantify the cost-benefit of annexation and to clarify the nonconformities that come with annexation of an approved **preliminary plat on the County's portion of the property.**

Pursuant to NCGS 160A-58.2, the Town Council accepted public comments and is required to consider adopting Ordinance # 497 extending the Corporate Limits of the Town of Smithfield. The Ordinance may be adopted immediately or within six months.

The Town Council has three options:

1. Approve the noncontiguous annexation petition and adopt Ordinance #497
 2. Table the decision for no longer than 6 months
 3. Deny the annexation petition
-

ANALYSIS:

The 32.79 acre parcel with the Johnston County Property ID# 15I09011B received preliminary plat approval by the Johnston County Board of Commissioners around 2007-2008. The development of the property did not move forward due to the economic recession at **that time and the plat became void. Since then, the Town of Smithfield's ETJ** was expanded to include the 11.53 acre portion of the property and was rezoned to R-20A. **The remainder of the property, 21.26 acres, remains in the County's jurisdiction with the zoning designation AR.** In 2018, the portion of the property located in the County was **preliminary platted into 62 lots meeting the County's zoning and subdivision standards.** The applicant intends to develop the entire property after annexation into the Town and **rezoning of the 21.26 acres in the County's jurisdiction to R20A.** The ETJ portion of the future development may yield an additional 20 lots, for a total of +/- 82 lots.

Utilities. The Town of Smithfield has first right to refuse utility service in the ETJ (water and sewer). Staff met with Johnston County Utilities to discuss the proposed development and the County requested that if the town is going to provide utilities to the development in the ETJ, it should also provide the utilities to the entire development. As proposed, the Town will provide water and sewer to the development. A pump station will be constructed **by the developer which will pump to the County's gravity main along Galilee Road by the West Smithfield Elementary School.** A master meter would be installed on the force main from the new site to the County facilities for bulk billing purposes. If the annexation petition is denied, or the Town does not provide utility service, the County would provide the water and sewer to the development. Electricity will be provided by Duke Energy.

Vested Rights. The area proposed for rezoning, if annexed, will be annexed with **preliminary plat entitlements. The preliminary plat conforms to the County's AR district zoning and the Johnston County subdivision regulations.** The roads are proposed as a rural section with 20 ft. wide paved roads and ditches within a 50 ft. right-of-way which conform **to the Town's standards. If annexed, the development will be nonconforming as follows:**

- No sidewalks are proposed. **The Town's regulations require sidewalks on one side of each residential street.** The rural road section with ditches makes the construction of sidewalks difficult.
- The average lot size is 8,310 sq. ft. with the smallest lot being around 7,000 sq. ft. **The Town's minimum lot size is 15,000 sq. ft.**
- The setbacks are 20 feet on the front and 5 feet on the side. The Town requires 30 feet setback on the front and 10 feet on the side.

Town Services. The Town Police Department and Public Works have indicated that they are able to service the area if annexed into the Town without adding additional staff or **much additional cost. The area is already within the Town's fire district.**

Public Works sanitation revenue will be \$22,042 assuming 70 new units (conservative number). The first year costs will be \$18,000 for new roll outs, resulting in positive revenue of \$4,042. After the first year, the expense will decrease to \$13,000 and resultant positive revenue of \$9,042. Costs are based on:

- Annual tipping fees (@\$37 per ton) = \$6500.
- Additional fuel = \$6500.
- 70 roll out containers (@\$70 each) = \$5,000.

Annexation would cost the Police Department an additional 300 gallons of fuel at a cost of roughly \$750, plus additional wear on the patrol cars. This amount can be absorbed under the current budget.

ACTION REQUESTED:

The Town Council has three options:

1. Approve the noncontiguous annexation petition and adopt Ordinance #497
2. Table the decision for no longer than 6 months
3. Deny the annexation petition

North Carolina General Statutes

Part 4. Annexation of Noncontiguous Areas.

§ 160A-58. Definitions.

The words and phrases defined in this section have the meanings indicated when used in this Part unless the context clearly requires another meaning:

- (1) "City" means any city, town, or village without regard to population, except cities not qualified to receive gasoline tax allocations under G.S. 136-41.2.
- (2) "Primary corporate limits" means the corporate limits of a city as defined in its charter, enlarged or diminished by subsequent annexations or exclusions of contiguous territory pursuant to Parts 1, 2, and 3 of this Article or local acts of the General Assembly.
- (3) "Satellite corporate limits" means the corporate limits of a noncontiguous area annexed pursuant to this Part or a local act authorizing or effecting noncontiguous annexations. (1973, c. 1173, s. 2.)

§ 160A-58.1. Petition for annexation; standards.

(a) Upon receipt of a valid petition signed by all of the owners of real property in the area described therein, a city may annex an area not contiguous to its primary corporate limits when the area meets the standards set out in subsection (b) of this section. The petition need not be signed by the owners of real property that is wholly exempt from property taxation under the Constitution and laws of North Carolina, nor by railroad companies, public utilities as defined in G.S. 62-3(23), or electric or telephone membership corporations. A petition is not valid in any of the following circumstances:

- (1) It is unsigned.
- (2) It is signed by the city for the annexation of property the city does not own or have a legal interest in. For the purpose of this subdivision, a city has no legal interest in a State-maintained street unless it owns the underlying fee and not just an easement.
- (3) It is for the annexation of property for which a signature is not required and the property owner objects to the annexation.

(b) A noncontiguous area proposed for annexation must meet all of the following standards:

- (1) The nearest point on the proposed satellite corporate limits must be not more than three miles from the primary corporate limits of the annexing city.
- (2) No point on the proposed satellite corporate limits may be closer to the primary corporate limits of another city than to the primary corporate limits of the annexing city, except as set forth in subsection (b2) of this section.

- (3) The area must be so situated that the annexing city will be able to provide the same services within the proposed satellite corporate limits that it provides within its primary corporate limits.
- (4) If the area proposed for annexation, or any portion thereof, is a subdivision as defined in G.S. 160A-376, all of the subdivision must be included.
- (5) The area within the proposed satellite corporate limits, when added to the area within all other satellite corporate limits, may not exceed ten percent (10%) of the area within the primary corporate limits of the annexing city.

This subdivision does not apply to the Cities of Belmont, Claremont, Concord, Conover, Durham, Elizabeth City, Gastonia, Greenville, Hickory, Kannapolis, Locust, Marion, Mount Airy, Mount Holly, New Bern, Newton, Oxford, Randleman, Roanoke Rapids, Rockingham, Sanford, Salisbury, Southport, Statesville, and Washington and the Towns of Ahoskie, Angier, Apex, Ayden, Benson, Bladenboro, Bridgeton, Burgaw, Calabash, Catawba, Clayton, Columbia, Columbus, Cramerton, Creswell, Dallas, Dobson, Four Oaks, Franklin, Fuquay-Varina, Garner, Godwin, Granite Quarry, Green Level, Grimesland, Harrisburg, Holly Ridge, Holly Springs, Hookerton, Hope Mills, Huntersville, Jamestown, Kenansville, Kenly, Knightdale, Landis, Leland, Lillington, Louisburg, Maggie Valley, Maiden, Mayodan, Maysville, Middlesex, Midland, Mocksville, Morrisville, Mount Pleasant, Nashville, Oak Island, Ocean Isle Beach, Pembroke, Pine Level, Princeton, Ranlo, Richlands, Rolesville, Rutherfordton, Shallotte, Siler City, Smithfield, Spencer, Spring Lake, Stem, Stovall, Surf City, Swansboro, Taylorsville, Troutman, Troy, Wallace, Warsaw, Watha, Waynesville, Weldon, Wendell, Wilson's Mills, Windsor, Yadkinville, and Zebulon.

(b1) Repealed by Session Laws 2004-203, ss. 13(a) and 13(d), effective August 17, 2004.

(b2) A city may annex a noncontiguous area that does not meet the standard set out in subdivision (b)(2) of this section if the city has entered into an annexation agreement pursuant to Part 6 of this Article with the city to which a point on the proposed satellite corporate limits is closer and the agreement states that the other city will not annex the area but does not say that the annexing city will not annex the area. The annexing city shall comply with all other requirements of this section.

(c) The petition shall contain the names, addresses, and signatures of all owners of real property within the proposed satellite corporate limits (except owners not required to sign by subsection (a)), shall describe the area proposed for annexation by metes and bounds, and shall have attached thereto a map showing the area proposed for annexation

with relation to the primary corporate limits of the annexing city. When there is any substantial question as to whether the area may be closer to another city than to the annexing city, the map shall also show the area proposed for annexation with relation to the primary corporate limits of the other city. The city council may prescribe the form of the petition.

(d) A city council which receives a petition for annexation under this section may by ordinance require that the petitioners file a signed statement declaring whether or not vested rights with respect to the properties subject to the petition have been established under G.S. 160A-385.1 or G.S. 153A-344.1. If the statement declares that such rights have been established, the city may require petitioners to provide proof of such rights. A statement which declares that no vested rights have been established under G.S. 160A-385.1 or G.S. 153A-344.1 shall be binding on the landowner and any such vested rights shall be terminated. (1973, c. 1173, s. 2; 1989 (Reg. Sess., 1990), c. 996, s. 4; 1997-2, s. 1; 2001-37, s. 1; 2001-72, s. 1; 2001-438, s. 1; 2002-121, s. 1; 2003-30, s. 1; 2004-203, s. 13(a), (c); 2004-57, s. 1; 2004-99, s. 1; 2004-203, ss. 13(a)-(d); 2005-52, s. 1; 2005-71, s. 1; 2005-79, s. 1; 2005-173, s. 1; 2005-433, s. 9; 2006-62, s. 1; 2006-122, s. 1; 2006-130, s. 1; 2007-17, s. 1; 2007-26, ss. 1, 2(a); 2007-62, s. 1; 2007-225, s. 1; 2007-311, s. 1; 2007-342, s. 1; 2008-24, s. 1; 2008-30, s. 1; 2009-40, s. 2; 2009-53, s. 1; 2009-111, s. 1; 2009-156, s. 1; 2009-298, s. 1; 2009-323, s. 1; 2011-57, s. 1; 2012-96, s. 1; 2013-248, s. 1; 2014-30, s. 2(a); 2015-80, s. 1; 2015-81, s. 2(a); 2015-172, s. 2; 2016-48, s. 2.)

§ 160A-58.2. Public hearing.

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

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

ORDINANCE #497 TO EXTEND THE CORPORATE LIMITS OF THE
TOWN OF SMITHFIELD, NORTH CAROLINA

WHEREAS, the Town Council has been petitioned under G.S. 160A-58.1 to annex the area described below; and

WHEREAS, the Town Council has by resolution directed the Town Clerk to investigate the sufficiency of the petition; and

WHEREAS, the Town Clerk has certified the sufficiency of the petition and a public hearing on the question of this annexation was held in the Council Chambers of the Smithfield Town Hall at 7:00 pm on November 6, 2018 after due notice by publication in the Zone Edition of the News and Observer on October 26, 2018; and

WHEREAS, the Town Council finds that the area described therein meets the standards of G.S. 160A-58.1 (b), to wit:

- a. The nearest point on the proposed satellite corporate limits is not more than three (3) miles from the corporate limits of the Town;
- b. No point on the proposed satellite corporate limits is closer to another municipality than to the Town [or indicate that, although closer to another municipality, there is an annexation agreement in place that allows the annexation of the propose satellite];
- c. The area described is so situated that the Town will be able to provide the same services within the proposed satellite corporate limits that it provides within the primary corporate limits;
- d. No subdivision, as defined in G.S. 160A-376, will be fragmented by this proposed annexation;
- e. By virtue of an act of the General Assembly, The Town of Smithfield is exempt from exceeding ten percent (10%) of the area within the primary corporate limits of the Town, and

WHEREAS, the Town Council further finds that the petition has been signed by all the owners of the real property in the area who are required by law to sign; and

WHEREAS, the Town Council further finds that the petition is otherwise valid, and that the public health, safety and welfare of the Town and of the area proposed for annexation will be best served by annexing the area described;

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

Section 1. By virtue of the authority granted by G.S. 160A-58.2, the following described non-contiguous territory is hereby annexed and made part of the Town of Smithfield, as of (effective date):

Lying and being situated in Johnston County, North Carolina and being more particularly described as follows:

Being that certain tract of land in Smithfield, Johnston County, North Carolina and lying between Black Creek Road (N.C.S.R. 1162) and Galilee Road (N.C.S.R. 1341) and being Tract "1" recorded in Deed Book 3276, Page 267 at the Johnston County Registry and being more particularly described as follows:

Beginning at an existing railroad spike in the center of Galilee Rd (N.C.S.R. 1341); thence leaving said road South 74°40'07" West 741.84 feet to an existing iron pipe; thence South 74°39'51" West 456.07 feet to an existing iron pipe; thence South 01°41'30" West 368.00 feet to an existing iron pipe; thence South 62°43'26" West 37.26 feet to a point; thence North 22°39'40" West 55.38 feet to a point; thence North 52°36'15" West 69.91 feet to a point; thence North 58°25'21" West 91.28 feet to a point; thence North 49°33'53" West 117.07 feet to a point; thence North 58°22'01" West 47.73 feet to an existing iron pipe; thence North 67°32'42" West 143.13 feet to a point; thence North 64°36'55" West 139.41 feet to an existing iron pipe; thence North 68°02'16" West 84.32 feet to an existing iron pipe; thence North 79°47'30" West 61.67 feet to an existing iron pipe; thence North 86°39'18" West 201.99 feet to a point; thence North 79°19'02" West 55.94 feet to a point, thence North 09°52'10" East 19.11 feet to a point; thence North 80°16'25" West 20.73 feet to a point; thence North 78°50'43" West 246.89 feet to an existing iron pipe; thence South 40°39'53" West 168.02 feet to an existing iron pipe; thence North 66°46'57" West 242.10 feet to an existing iron pipe; thence North 25°17'15" West 86.30 feet to an existing railroad spike in the center of Black Creek Road (N.C.S.R. 1162); thence with the center of said road South 64°08'00" West 210.91 feet to an existing railroad spike; thence leaving said road South 72°31'45" East 551.61 feet to an existing railroad spike in tree; thence South 44°07'00" East 1415.74 feet to an existing iron pipe; thence South 24°37'51" East 247.53 feet to an existing iron pipe; thence North 58°02'55" East 223.26 feet to an existing iron pipe; thence North 58°09'04" East 90.52 feet to a point in creek; thence along said creek North 00°09'10" West 242.70 feet; thence North 02°57'17" West 266.80; thence North 28°49'37" West 64.94 feet; thence North 10°56'25" West 93.95 feet; thence North 08°12'11" West 39.95 feet; thence leaving said creek North 35°19'16" East 142.44 to a point; thence North 74°31'13" East 1090.63 feet to an existing railroad spike in Galilee Road (N.C.S.R. 1341); thence along and with said road North 01°27'40" East 392.24 feet to the point and place of beginning and being a total of 33.01 acres to be annexed, of which 0.13 acres lies within the right-of-way of Black Creek Road (N.C.S.R. 1162) and 0.27 acres lies within the right-of-way of Galilee Road (N.C.S.R. 1341).

Section 2. Upon and after (effective date), the above described territory and its citizens and property shall be subject to all debts, laws, ordinances, and regulations in force in the Town of Smithfield and shall be entitled to the same privileges and benefits as other parts of the Town of Smithfield. Said territory shall be subject to municipal taxes according to G.S. 160A-58.10.

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 at Raleigh, North Carolina, an accurate map of the annexed territory, described in Section 1 above, together with a duly certified copy this ordinance. Such a map shall also be delivered to the Town Board of Elections, as required by G.S. 163-288.1.

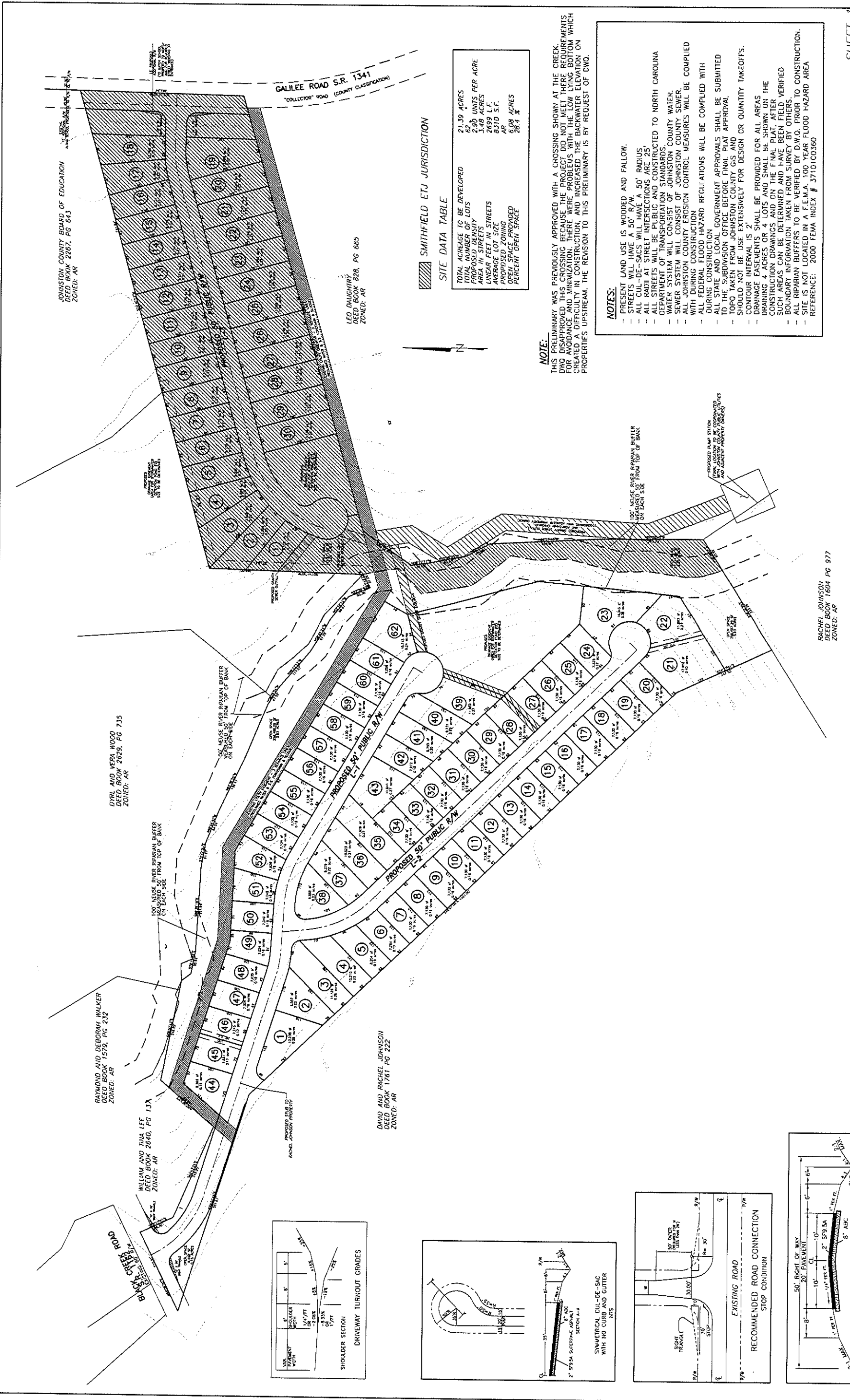
Section 4. Notice of adoption of this ordinance shall be published once, following the effective date of annexation, in a newspaper having general circulation in the Town of Smithfield.

Adopted this _____ day of _____, 2____.

M. Andy Moore, Mayor

ATTEST

Shannan L. Parrish, Town Clerk



SMITHFIELD ETJ JURISDICTION

SITE DATA TABLE

TOTAL ACREAGE TO BE DEVELOPED	21.39 ACRES
NUMBER OF LOTS	61 UNITS PER ACRE
PROPOSED DENSITY	3.48 ACRES
AREA IN STREETS	2699 S.F.
AVERAGE LOT SIZE	351.0 S.F.
PROPOSED ZONING	AR
OPEN SPACE PROVIDED	6.08 ACRES
PERCENT OPEN SPACE	28.4 %

NOTE:

THIS PRELIMINARY WAS PREVIOUSLY APPROVED WITH A CROSSING SHOWN AT THE CREEK. DWO DISAPPROVED THIS CROSSING BECAUSE THE PROJECT DID NOT MEET THERE REQUIREMENTS FOR AVOIDANCE AND MINIMIZATION. THERE WERE PROBLEMS WITH THE LOW LYING BOTTOM WHICH CREATED A DIFFICULTY IN CONSTRUCTION, AND INCREASED THE BACKWATER ELEVATION ON PROPERTIES UPSTREAM. THE REVISION TO THIS PRELIMINARY IS BY REQUEST OF DWO.

NOTES:

- PRESENT LAND USE IS WOODED AND FALLOW.
- STREETS WILL HAVE A 50' R/W.
- ALL SIDE DRIVE STREETS WILL HAVE A 50' RADIUS.
- ALL STREETS WILL BE PAVED.
- ALL STREETS WILL BE UNDER THE JURISDICTION OF NORTH CAROLINA DEPARTMENT OF TRANSPORTATION.
- WATER SYSTEM WILL CONSIST OF JOHNSTON COUNTY WATER.
- ALL JOHNSTON COUNTY EROSION CONTROL MEASURES WILL BE COMPLIED WITH DURING CONSTRUCTION.
- ALL FEDERAL FLOOD HAZARD REGULATIONS WILL BE COMPLIED WITH DURING CONSTRUCTION.
- ALL STATE AND LOCAL GOVERNMENT APPROVALS SHALL BE SUBMITTED TO THE SUBDIVISION OFFICE BEFORE FINAL PLAT APPROVAL.
- TOPG TAKEN FROM JOHNSTON COUNTY GIS AND SHOULD NOT BE USED EXTENSIVELY FOR DESIGN OR QUANTITY TAKEOFFS.
- CONTOUR INTERVAL IS 2'.
- DRAINAGE EASEMENTS SHALL BE PROVIDED FOR ALL AREAS DRAINING 4 ACRES OR 4 LOTS AND SHALL BE SHOWN ON THE CONSTRUCTION DRAWINGS AND ON THE FINAL PLAT. AFTER SUCH AREAS CAN BE DETERMINED AND HAVE BEEN FIELD VERIFIED BOUNDARY INFORMATION TAKEN FROM SURVEY BY OTHERS.
- ALL RIPARIAN BUFFERS TO BE VERIFIED BY D.W.O. PRIOR TO CONSTRUCTION.
- SITE IS NOT LOCATED IN A F.E.M.A. 100 YEAR FLOOD HAZARD AREA.
- REFERENCE: 2000 FEMA INDEX # 37101C0360

SHEET 1

STEWART-PROCTOR, PLLC
 ENGINEERING and SURVEYING
 319 CHESAPEAKE ROAD SUITE 106
 RALEIGH, NC 27603 FAX 919 779-1661
 TEL. 919 779-1855

DATE: 2/28/07 SURVEYED BY: []
 SCALE: 1"=100' DRAWN BY: CJH
 JOB: SMITHFIELD TOWNSHIP
 JOB NO. []
 DWG. NO. []
 ZONED: AR
 JJ-SMITHFIELD-CONST

PRELIMINARY PLAN FOR
TWIN CREEKS
JOHNSTON COUNTY
 NORTH CAROLINA
 OWNER: CHEYENNE DEV LLC



OWNER
 NAVARHO INVESTMENT COMPANY, LLC
 4908 WESTERN BLVD, STE 200
 RALEIGH, NC 27606

RACHEL JOHNSON
 DEED BOOK 1604 PG 977
 ZONED: AR

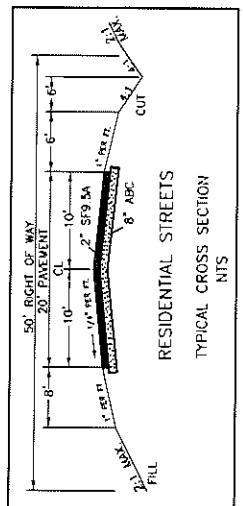
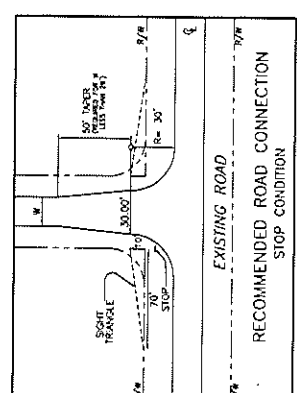
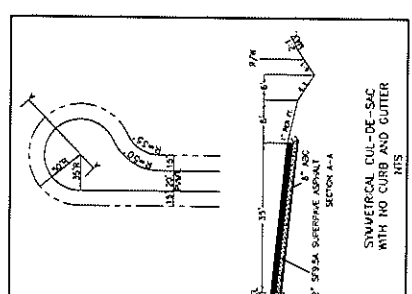
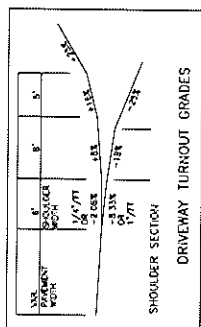
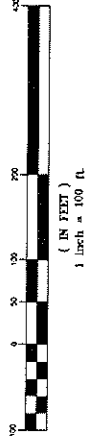
DYRL AND VERA WOOD
 DEED BOOK 2629, PG 715
 ZONED: AR

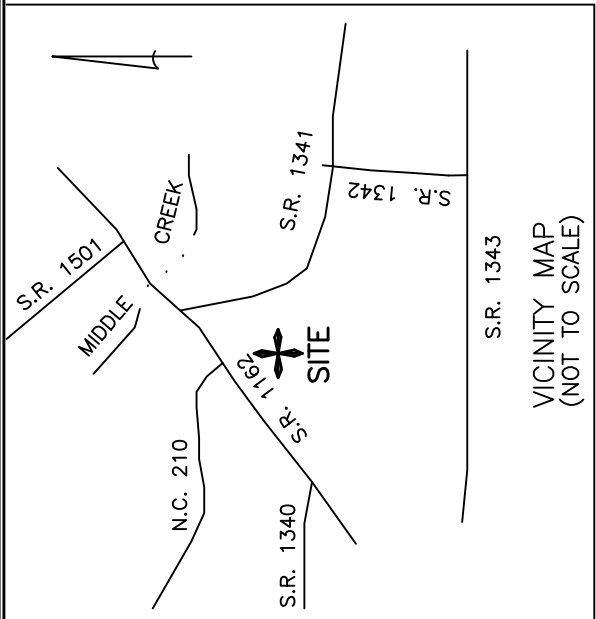
RAYMOND AND DEBORAH WALKER
 DEED BOOK 1579, PG 212
 ZONED: AR

WILLIAM AND EVA LEE
 DEED BOOK 2640, PG 13A
 ZONED: AR

DAVID AND RACHEL JOHNSON
 DEED BOOK 1761 PG 222
 ZONED: AR

GRAPHIC SCALE

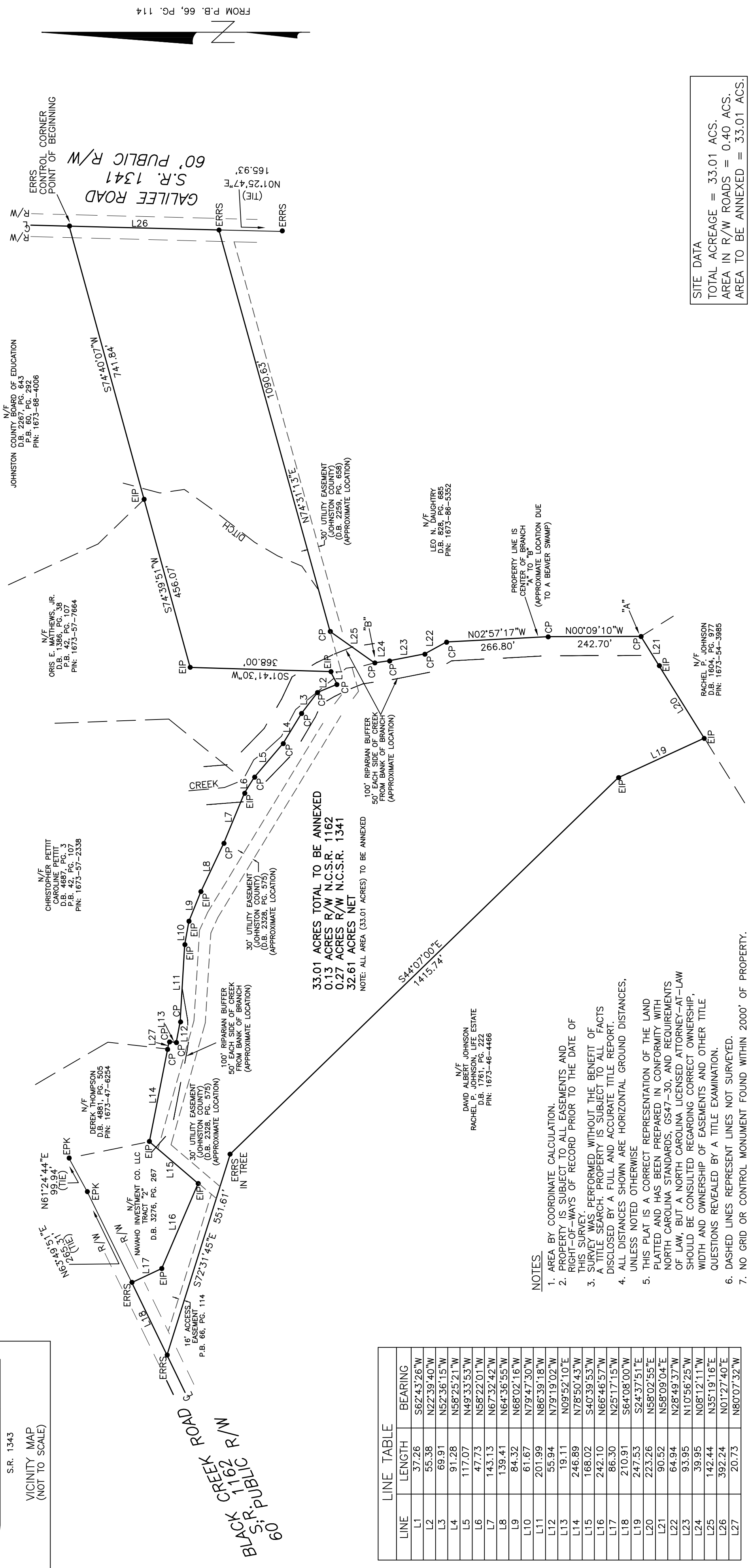




CERTIFICATE OF REGISTRATION BY REGISTER OF DEEDS
NORTH CAROLINA
FILED FOR REGISTRATION ON THE _____ DAY OF _____, PAGE _____ (AM/PM)
AND DULY RECORDED IN PLAT CABINET _____, PAGE _____
REGISTER OF DEEDS

NOTE: PRIOR TO ANY LAND DISTURBING ACTIVITIES OWNER SHOULD CONTACT N.C.D.E.N.R. (DWO) TO VERIFY STREAM BUFFERS AND OTHER ENVIRONMENTAL CONCERNS.
THIS PROPERTY IS NOT LOCATED IN A F.E.M.A. 100 YEAR FLOOD HAZARD AREA.
REFERENCE: F.E.M.A. COMMUNITY PANEL NO. 3720166200K. DATE: 06-20-2018

LEGEND
EIP = EXISTING IRON PIPE
EIS = EXISTING IRON STAKE
ERB = EXISTING RE-BAR
EPK = EXISTING P.K. NAIL
CP = COMPUTED POINT (NOT FOUND OR SET)
IPS = IRON PIPE SET
N/F = NOW OR FORMERLY
R/W = RIGHT-OF-WAY
CL = CENTERLINE OF ROAD



33.01 ACRES TOTAL TO BE ANNEXED
0.13 ACRES R/W N.C.S.R. 1162
0.27 ACRES R/W N.C.S.R. 1341
32.61 ACRES NET
NOTE: ALL AREA (33.01 ACRES) TO BE ANNEXED

LINE	LENGTH	BEARING
L1	37.26	S62°43'26"W
L2	55.38	N22°39'40"W
L3	69.91	N52°36'15"W
L4	91.28	N58°25'21"W
L5	117.07	N49°33'53"W
L6	47.73	N58°22'01"W
L7	143.13	N67°32'42"W
L8	139.41	N64°36'55"W
L9	84.32	N68°02'16"W
L10	61.67	N79°47'30"W
L11	201.99	N86°39'18"W
L12	55.94	N79°19'02"W
L13	19.11	N09°52'10"E
L14	246.89	N78°50'43"W
L15	168.02	S40°39'53"W
L16	242.10	N66°46'57"W
L17	86.30	N25°17'15"W
L18	210.91	S64°08'00"W
L19	247.53	S24°37'51"E
L20	223.26	N58°02'55"E
L21	90.52	N58°09'04"E
L22	64.94	N28°49'37"W
L23	93.95	N10°56'25"W
L24	39.95	N08°12'11"W
L25	142.44	N35°19'16"E
L26	392.24	N01°27'40"E
L27	20.73	N80°07'32"W

NOTES:
1. AREA BY COORDINATE CALCULATION.
2. PROPERTY IS SUBJECT TO ALL EASEMENTS AND RIGHT-OF-WAYS OF RECORD PRIOR TO THE DATE OF THIS SURVEY.
3. THIS SURVEY WAS PERFORMED WITHOUT THE BENEFIT OF A TITLE SEARCH. PROPERTY IS SUBJECT TO ALL FACTS DISCLOSED BY A FULL AND ACCURATE TITLE REPORT.
4. ALL DISTANCES SHOWN ARE HORIZONTAL GROUND DISTANCES, UNLESS NOTED OTHERWISE.
5. THIS PLAT IS A CORRECT REPRESENTATION OF THE LAND PLATTED AND HAS BEEN PREPARED IN CONFORMITY WITH NORTH CAROLINA STANDARDS, GSA7-30, AND REQUIREMENTS OF LAW, BUT A NORTH CAROLINA LICENSED ATTORNEY-AT-LAW SHOULD BE CONSULTED REGARDING CORRECT OWNERSHIP, WIDTH AND OWNERSHIP OF EASEMENTS AND OTHER TITLE QUESTIONS REVEALED BY A TITLE EXAMINATION.
6. DASHED LINES REPRESENT LINES NOT SURVEYED.
7. NO GRID OR CONTROL MONUMENT FOUND WITHIN 2000' OF PROPERTY.

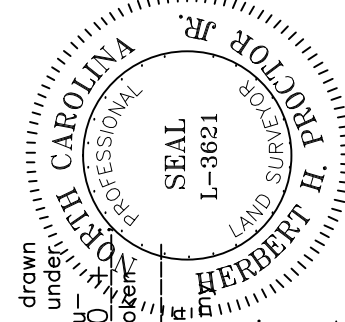
SITE DATA
TOTAL ACREAGE = 33.01 ACS.
AREA IN R/W ROADS = 0.40 ACS.
AREA TO BE ANNEXED = 33.01 ACS.

REFERENCES
DEED BOOK 3276, PAGE 267
PLAT BOOK 66, PAGE 114
ALL DEEDS AND PLATS SHOWN ON SURVEY
JOHNSTON COUNTY, GIS

NOTE:
NO DETERMINATION HAS BEEN MADE BY THE SURVEYOR AS TO THE EXISTENCE OF THE FOLLOWING:
- WETLANDS
- UNDER GROUND UTILITIES
- UNDER GROUND STORAGE FACILITIES
- CEMETERIES OR BURIAL GROUNDS
- HAZARDOUS WASTE

I, Herbert H. Proctor Jr., certify that this survey is an existing parcel of land and does not create a new street or change an existing street.

I, Herbert H. Proctor Jr., certify that this survey is an existing parcel of land and does not create a new street or change an existing street.



I, Herbert H. Proctor Jr., certify that this plat was drawn under my supervision from an actual survey made under my supervision; that the ratio of precision as called for by latitudes and departures is 1" = 10,000'; that the boundaries not surveyed are shown as broken lines plotted from information found in Book _____ page _____ of _____; that this plat was prepared in accordance with G.S. 47-30 as amended. Witness my original signature, registration number and seal this _____ day of _____, 2018.

PRELIMINARY PLAT. NOT FOR RECORDATION, SALES OR CONVEYANCES.

OWNER:
STEWART-PROCTOR, PLLC
ENGINEERING and SURVEYING
(LICENSE NUMBER P-0148)
319 CHAPANOKE ROAD SUITE 106
RALEIGH, NC 27603
TEL: 919 779-1855 FAX 919 779-1861

ANNEXATION PLAT FOR
NAVAHO INVESTMENT COMPANY, LLC
TRACT "1"
SOURCE OF TITLE: DEED BOOK 3276, PAGE 267
IN THE JOHNSTON COUNTY REGISTRY

DATE: 08/01/2018 SURVEYED BY
SCALE 1"=200' DRAWN BY
JOB DWG. NO.
JI-SMITHFIELD REZONE200SCALE

GRAPHIC SCALE
0 100 200 400
1 inch = 200 ft.

**TOWN OF SMITHFIELD
NOTICE OF PUBLIC HEARING ON A REQUEST
FOR NONCONTIGUOUS ANNEXATION**

The public will take notice that the Town Council of the Town of Smithfield has called a public hearing at 7:00 pm on Tuesday, November 6, 2018 in the Town Hall Council Chambers located at 350 East Market Street, Smithfield, North Carolina on the question of annexing the following described noncontiguous territory, requested by petition filed pursuant to NCGS 160A-58.1:

Deed Description for Annexation

Lying and being situated in Johnston County, North Carolina and being more particularly described as follows:

Being that certain tract of land in Smithfield, Johnston County, North Carolina and lying between Black Creek Road (N.C.S.R. 1162) and Galilee Road (N.C.S.R. 1341) and being Tract "1" recorded in Deed Book 3276, Page 267 at the Johnston County Registry and being more particularly described as follows:

Beginning at an existing railroad spike in the center of Galilee Rd (N.C.S.R. 1341); thence leaving said road South 74°40'07" West 741.84 feet to an existing iron pipe; thence South 74°39'51" West 456.07 feet to an existing iron pipe; thence South 01°41'30" West 368.00 feet to an existing iron pipe; thence South 62°43'26" West 37.26 feet to a point; thence North 22°39'40" West 55.38 feet to a point; thence North 52°36'15" West 69.91 feet to a point; thence North 58°25'21" West 91.28 feet to a point; thence North 49°33'53" West 117.07 feet to a point; thence North 58°22'01" West 47.73 feet to an existing iron pipe; thence North 67°32'42" West 143.13 feet to a point; thence North 64°36'55" West 139.41 feet to an existing iron pipe; thence North 68°02'16" West 84.32 feet to an existing iron pipe; thence North 79°47'30" West 61.67 feet to an existing iron pipe; thence North 86°39'18" West 201.99 feet to a point; thence North 79°19'02" West 55.94 feet to a point, thence North 09°52'10" East 19.11 feet to a point; thence North 80°16'25" West 20.73 feet to a point; thence North 78°50'43" West 246.89 feet to an existing iron pipe; thence South 40°39'53" West 168.02 feet to an existing iron pipe; thence North 66°46'57" West 242.10 feet to an existing iron pipe; thence North 25°17'15" West 86.30 feet to an existing railroad spike in the center of Black Creek Road (N.C.S.R. 1162); thence with the center of said road South 64°08'00" West 210.91 feet to an existing railroad spike; thence leaving said road South 72°31'45" East 551.61 feet to an existing railroad spike in tree; thence South 44°07'00" East 1415.74 feet to an existing iron pipe; thence South 24°37'51" East 247.53 feet to an existing iron pipe; thence North 58°02'55" East 223.26 feet to an existing iron pipe; thence North 58°09'04" East 90.52 feet to a point in creek; thence along said creek North 00°09'10" West 242.70 feet; thence North 02°57'17" West 266.80; thence North 28°49'37" West 64.94 feet; thence North 10°56'25" West 93.95 feet; thence North 08°12'11" West 39.95 feet; thence leaving said creek North 35°19'16" East 142.44 to a point; thence North 74°31'13" East

1090.63 feet to an existing railroad spike in Galilee Road (N.C.S.R. 1341); thence along and with said road North 01°27'40" East 392.24 feet to the point and place of beginning and being a total of 33.01 acres to be annexed, of which 0.13 acres lies within the right-of-way of Black Creek Road (N.C.S.R. 1162) and 0.27 acres lies within the right-of-way of Galilee Road (N.C.S.R. 1341).

All interested persons are invited to attend or submit written comments or suggestions to the Town of Smithfield, P.O. Box 761, Smithfield, NC 27577.

Please run in the N & O Zone Edition on Friday, October 26, 2018



Request for Town Council Action

Business **Request to**
Agenda **sell real**
Item: **property**
Date: 12/04/2018

Subject: Request to sell real property

Department: General Government

Presented by: Mike Scott, Town Manager

Presentation: Business Item

Issue Statement

During the August, 2018 Town Council Meeting the Town Council agreed by resolution to begin the process of selling the empty lot located at 916 Third Avenue, Smithfield NC in an upset bid process. This action form is intended to further this process.

Financial Impact

Revenue generated for the sale of the lot through an upset bid process. Final bid amount of \$6,500.

Action Needed

Approve the final bid of \$6,500 and authorize the Town Attorney to proceed with the sale.

Recommendation

Approve the final bid of \$6,500 and authorize the Town attorney to proceed with the sale.

Approved: Town Manager Town Attorney

Attachments:

1. Staff Report
2. Description of Property



Staff Report

**Business
Agenda
Item:** **Sale of Real
Property**

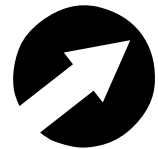
The Town is being asked to sell the empty lot at 916 Third Avenue. The Town acquired the lot several years ago following what appears to be a condemnation. The house that originally was located on the property has been removed and the lot is currently empty and requires normal maintenance from town staff such as mowing. Under NC G.S. 160A-268, 269, & 270, the Town can sell real property through the method of sealed bids, upset bids, or public auction. The lot currently provides no service to the Town of Smithfield and appears it would be better used if owned by a private citizen. A beginning bid of \$6,500 was approved by the Council during the November 6, 2018 meeting. Proper protocols were followed in regards to NC G.S. 160A-268, as approved by our Town Attorney. No other bids were received. Town staff is recommending the sale of the lot to the sole bidder for \$6,500. Tax value for the lot is about \$10,200. The Council may, at its option, refuse all bids.



Vicinity Map for
816 Third Avenue
Smithfield NC

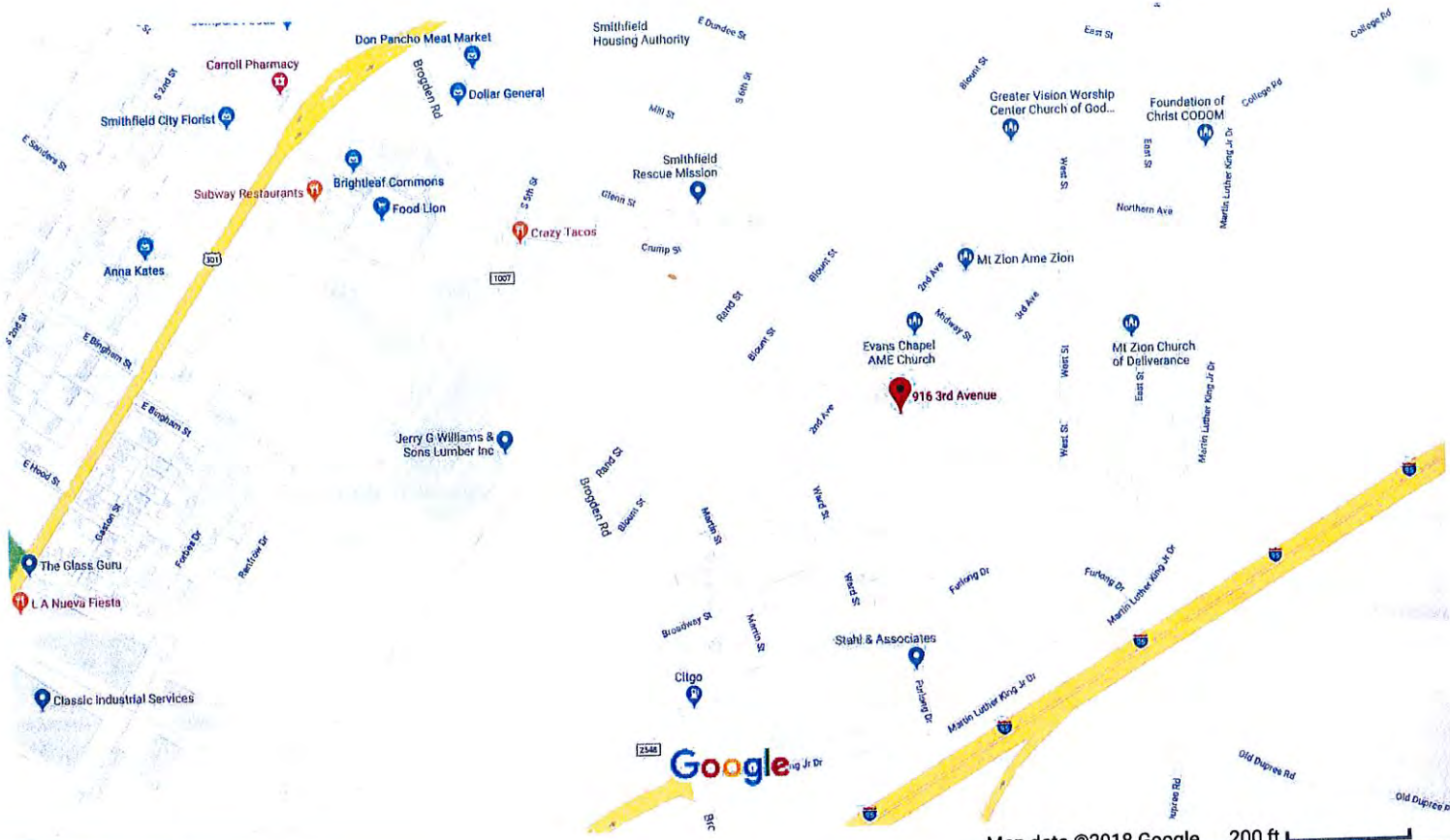


159



0 25 50 Feet

Google Maps 916 3rd Ave





Request for Town Council Action

Business Item: Purchase of Tractor
Date: 12/04/2018

Subject: Purchase of A New Tractor

Department: Public Utilities

Presented by: Ted Credle

Presentation: Business Item

Issue Statement

The purchase Electric Department has a skid steer for heavy trees & thick brush; but this purchase would enable the cutting & clearing of easements too thick for a finished mower; but, not needing the power of the skid steer.

Financial Impact

Funds for this purchase will be taken from the savings realized form the Bucket truck purchase. Savings from that purchase exceed \$60,000; which is larger than the requested purchase. **This was a planned expenditure in the 10 year Capital Improvement Plan**

Action Needed

Approve the purchase of the tractor

Recommendation

Staff recommends the approval of the tractor from Winterville Dealership for the quoted price of \$44,542.51

Approved: Town Manager Town Attorney

Attachments:

1. Staff Report
2. Price quote/documentation from John Deere factory direct (\$45,497.84)
3. Price quote/documentation from Winterville Dealership (\$44,542.51)
4. Price quote/documentation from Smithfield Dealership (\$50,152.22)
5. **Excerpt of the adopted Capital Improvement Plan**



Staff Report

**Business Purchase of
Item: Tractor**

The Utilities Department maintains much of the power line right-of-ways. In doing this, they use various equipment to cut grass and clear small trees & shrubs. The Electric Division is requesting the purchase of a tractor & cutting sled to perform this operation. Although this was not part of the approved budget, the opportunity to purchase this equipment became available when savings were realized while ordering the approved bucket truck.

The addition of the proposed tractor keeps the approved budget line item under the approved amount of \$265,000.



JOHN DEERE

Selling Equipment

Quote Id: 17962563

Customer Name: TOWN OF SMITHFIELD ACCOUNTS PAYABLE

ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580; DUNS#: 60-7690989

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

East Coast Equipment, LLC
2112 Central Park Drive
Winterville, NC 28590
252-355-4818
winterville@eastcoastequip.com

JOHN DEERE 4066R Compact Utility Tractor (52 PTO hp)

Hours:

Stock Number:

Contract: NC Grounds Maintenance Equip 515B (PG 2Y CG 22)

Selling Price *
\$ 40,059.05

Price Effective Date: December 18, 2017

* Price per item - includes Fees and Non-contract items

Code	Description	Qty	List Price	Discount%	Discount Amount	Contract Price	Extended Contract Price
0382LV	4066R Compact Utility Tractor (52 PTO hp)	1	\$ 39,421.00	18.00	\$ 7,095.78	\$ 32,325.22	\$ 32,325.22
Standard Options - Per Unit							
0202	United States	1	\$ 0.00	18.00	\$ 0.00	\$ 0.00	\$ 0.00
0409	English Operator's Manual and Decal Kit	1	\$ 0.00	18.00	\$ 0.00	\$ 0.00	\$ 0.00
1520	eHydro	1	\$ 0.00	18.00	\$ 0.00	\$ 0.00	\$ 0.00
1795	Less Loader	1	\$ 0.00	18.00	\$ 0.00	\$ 0.00	\$ 0.00
2060	Deluxe Cab with Air Ride Seat	1	\$ 9,166.00	18.00	\$ 1,649.88	\$ 7,516.12	\$ 7,516.12
2650	Less Radio	1	\$ 0.00	18.00	\$ 0.00	\$ 0.00	\$ 0.00
4061	Less iMatch Quick Hitch Category 1	1	\$ 0.00	18.00	\$ 0.00	\$ 0.00	\$ 0.00
5090	Less Wheel Spacer	1	\$ 0.00	18.00	\$ 0.00	\$ 0.00	\$ 0.00
5240	16.9-24 (6PR, R4 Industrial, 2 Position)	1	\$ -40.00	18.00	\$ -7.20	\$ -32.80	\$ -32.80
6240	10-16.5 (6PR, R4 Industrial, 2 Position)	1	\$ 135.00	18.00	\$ 24.30	\$ 110.70	\$ 110.70
Standard Options Total			\$ 9,261.00		\$ 1,666.98	\$ 7,594.02	\$ 7,594.02
Dealer Attachments / Non-Contract / Open Market							
BW16155	Deluxe Hood Guard Attachment	1	\$ 170.50	18.00	\$ 30.69	\$ 139.81	\$ 139.81
Dealer Attachments Total			\$ 170.50		\$ 30.69	\$ 139.81	\$ 139.81
Value Added Services Total			\$ 0.00			\$ 0.00	\$ 0.00
Suggested Price						\$ 40,059.05	



JOHN DEERE

Selling Equipment

Quote Id: 17962563

Customer Name: TOWN OF SMITHFIELD ACCOUNTS PAYABLE

ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company
2000 John Deere Run
Cary, NC 27513

FED ID: 36-2382580; DUNS#: 60-7690989

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

East Coast Equipment, LLC
2112 Central Park Drive
Winterville, NC 28590

252-355-4818

winterville@eastcoastequip.com

Total Selling Price	\$ 48,852.50	\$ 8,793.45	\$ 40,059.05	\$ 40,059.05
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JOHN DEERE MX6 Lift-Type Rotary Cutter - 540 RPM PTO

Equipment Notes:

Hours:

Stock Number:

Selling Price *

Contract: NC Grounds Maintenance Equip 515B (PG 2Y CG 22)

\$ 2,561.88

Price Effective Date: December 18, 2017

* Price per item - includes Fees and Non-contract items

Code	Description	Qty	List Price	Discount%	Discount Amount	Contract Price	Extended Contract Price
2144P	MX6 Lift-Type Rotary Cutter - 540 RPM PTO	1	\$ 3,462.00	26.00	\$ 900.12	\$ 2,561.88	\$ 2,561.88

Suggested Price

\$ 2,561.88

Total Selling Price	\$ 3,462.00	\$ 900.12	\$ 2,561.88	\$ 2,561.88
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JOHN DEERE

Selling Equipment

Quote Id: 17962848

Customer: TOWN OF SMITHFIELD ACCOUNTS PAYABLE

JOHN DEERE 4066R Compact Utility Tractor (52 PTO hp)				
Hours:				
Stock Number:				
				Selling Price
				\$ 38,876.00
Code	Description	Qty	Unit	Extended
0382LV	4066R Compact Utility Tractor (52 PTO hp)	1	\$ 39,421.00	\$ 39,421.00
Standard Options - Per Unit				
0202	United States	1	\$ 0.00	\$ 0.00
0409	English Operator's Manual and Decal Kit	1	\$ 0.00	\$ 0.00
1520	eHydro	1	\$ 0.00	\$ 0.00
1795	Less Loader	1	\$ 0.00	\$ 0.00
2060	Deluxe Cab with Air Ride Seat	1	\$ 9,166.00	\$ 9,166.00
2650	Less Radio	1	\$ 0.00	\$ 0.00
4061	Less iMatch Quick Hitch Category 1	1	\$ 0.00	\$ 0.00
5090	Less Wheel Spacer	1	\$ 0.00	\$ 0.00
5240	16.9-24 (6PR, R4 Industrial, 2 Position)	1	\$ -40.00	\$ -40.00
6240	10-16.5 (6PR, R4 Industrial, 2 Position)	1	\$ 135.00	\$ 135.00
	Standard Options Total			\$ 9,261.00
Dealer Attachments				
BW16155	Deluxe Hood Guard Attachment	1	\$ 181.50	\$ 181.50
	Dealer Attachments Total			\$ 181.50
	Value Added Services Total			\$ 0.00
Other Charges				
	Freight	1	\$ 406.00	\$ 406.00
	Setup	1	\$ 169.00	\$ 169.00
	Other Charges Total			\$ 575.00
	Suggested Price			\$ 49,438.50
Customer Discounts				
	Customer Discounts Total		\$ -10,562.50	\$ -10,562.50
	Total Selling Price			\$ 38,876.00

JOHN DEERE MX6 Lift-Type Rotary Cutter - 540 RPM PTO



JOHN DEERE

Selling Equipment

Quote Id: 17962848

Customer: TOWN OF SMITHFIELD ACCOUNTS PAYABLE

Hours:				
Stock Number:				
				Selling Price
				\$ 2,850.00
Code	Description	Qty	Unit	Extended
2144P	MX6 Lift-Type Rotary Cutter - 540 RPM PTO	1	\$ 3,462.00	\$ 3,462.00
Other Charges				
	Freight	1	\$ 147.14	\$ 147.14
	Setup	1	\$ 319.00	\$ 319.00
	Other Charges Total			\$ 466.14
	Suggested Price			\$ 3,928.14
Customer Discounts				
	Customer Discounts Total		\$ -1,078.14	\$ -1,078.14
Total Selling Price				\$ 2,850.00



Quote Summary

Prepared For:
 Town Of Smithfield Accounts Payable
 Po Box 761
 Smithfield, NC 27577
 Business: 919-934-2116

Prepared By:
 Danny Langston
 East Coast Equipment, LLC
 2783 Us 70 Bus E
 Smithfield, NC 27577
 Phone: 919-934-2031
 dlangston@eastcoastequip.com

Quote Id: 17986919
Created On: 14 August 2018
Last Modified On: 14 August 2018
Expiration Date: 09 September 2018

Equipment Summary	Selling Price	Qty	Extended
JOHN DEERE 4066R Compact Utility Tractor (52 PTO hp)	\$ 43,181.00 X	1 =	\$ 43,181.00
JOHN DEERE MX6 Lift-Type Rotary Cutter - 540 RPM PTO	\$ 3,800.00 X	1 =	\$ 3,800.00
Equipment Total			\$ 46,981.00

Quote Summary	
Equipment Total	\$ 46,981.00
DELIVERY FEE	\$ 0.00
SubTotal	\$ 46,981.00
Sales Tax - (6.75%)	\$ 3,171.22
Est. Service Agreement Tax	\$ 0.00
Total	\$ 50,152.22
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 50,152.22



JOHN DEERE

Selling Equipment

Quote Id: 17986919

Customer: TOWN OF SMITHFIELD ACCOUNTS PAYABLE

JOHN DEERE 4066R Compact Utility Tractor (52 PTO hp)

Hours:

Stock Number:

				Selling Price
				\$ 43,181.00
Code	Description	Qty	Unit	Extended
0382LV	4066R Compact Utility Tractor (52 PTO hp)	1	\$ 39,421.00	\$ 39,421.00
Standard Options - Per Unit				
0202	United States	1	\$ 0.00	\$ 0.00
0409	English Operator's Manual and Decal Kit	1	\$ 0.00	\$ 0.00
1520	eHydro	1	\$ 0.00	\$ 0.00
1795	Less Loader	1	\$ 0.00	\$ 0.00
2060	Deluxe Cab with Air Ride Seat	1	\$ 9,166.00	\$ 9,166.00
2650	Less Radio	1	\$ 0.00	\$ 0.00
4061	Less iMatch Quick Hitch Category 1	1	\$ 0.00	\$ 0.00
5090	Less Wheel Spacer	1	\$ 0.00	\$ 0.00
5240	16.9-24 (6PR, R4 Industrial, 2 Position)	1	\$ -40.00	\$ -40.00
6240	10-16.5 (6PR, R4 Industrial, 2 Position)	1	\$ 135.00	\$ 135.00
Standard Options Total				\$ 9,261.00
Dealer Attachments				
BW16155	Deluxe Hood Guard Attachment	1	\$ 181.50	\$ 181.50
Dealer Attachments Total				\$ 181.50
Value Added Services Total				\$ 0.00
Other Charges				
	Freight	1	\$ 406.00	\$ 406.00
	Setup	1	\$ 169.00	\$ 169.00
Other Charges Total				\$ 575.00
Suggested Price				\$ 49,438.50
Customer Discounts				
Customer Discounts Total			\$ -6,257.50	\$ -6,257.50
Total Selling Price				\$ 43,181.00

JOHN DEERE MX6 Lift-Type Rotary Cutter - 540 RPM PTO



JOHN DEERE

Selling Equipment

Quote Id: 17986919

Customer: TOWN OF SMITHFIELD ACCOUNTS PAYABLE

Hours:				
Stock Number:				
Code	Description	Qty	Unit	Selling Price Extended
				\$ 3,800.00
2144P	MX6 Lift-Type Rotary Cutter - 540 RPM PTO	1	\$ 3,462.00	\$ 3,462.00
Other Charges				
	Freight	1	\$ 147.14	\$ 147.14
	Setup	1	\$ 250.00	\$ 250.00
	Other Charges Total			\$ 397.14
	Suggested Price			\$ 3,859.14
Customer Discounts				
	Customer Discounts Total		\$ -59.14	\$ -59.14
Total Selling Price				\$ 3,800.00



**TOWN OF
SMITHFIELD**

PUBLIC UTILITIES

**10 YEAR
CAPITAL PLAN**

June 5, 2018

TABLE OF CONTENTS

ELECTRIC

- Smart Meter Deployment
- Town-wide Voltage Conversion
- North Circuit
- Generators for Lift Station Load Management (#4, #5, #6, & #11)
- Cat 289D Type Bucket Truck
- **New Tractor for Grass Cutting on Power Lines**
- Delivery Point #3
- System Improvements on Buffalo Road

WATER PLANT

- River Bank Refurbishment
- Clear Track Vacuum System for Filter Basins
- Plant Enlargement – Construct 4th Train
- 1,000,000-gallon Water Tank at Water Plant
- Sludge Process Upgrades
- SCADA Upgrades
- South Smithfield Elevated Tank/System Upgrades

WATER & SEWER

- Reduction of I/I into Sanitary Sewer System
- Lift Station Repair & Replacement
- Smart Meter Deployment
- Water Line Upgrades
- Digitized Mapping of Water & Sewer System
- 16" Water Line Along Durwood Stephenson Highway
- Workforce Mobility
- Manhole Rehabilitation
- Vactor Truck
- Service Truck Vehicles
- System Improvements on Buffalo Road

Project: New Tractor

Description: The tractor will be used to haul a grass cutter behind so the Electric Division will be able to maintain the electric easements in the Town.

Justification: The need to maintain the electric easements is obvious. Often the trucks cannot access the necessary pole, where the repair is specified, due to small trees and thick underbrush. This acquisition is intended to remedy the situation by enabling the Electric Division to clear the easements and access the work site.

Fiscal Year Estimated Expenditure:	2018-2019	\$0
	2019-2020	\$75,000
	2020-2021	\$75,000
	2021-2022	\$0
	2022-2023	\$0
	2023-2024	\$0
	2024-2025	\$0
	2025-2026	\$0
	2026-2027	\$0
	2027-2028	\$0

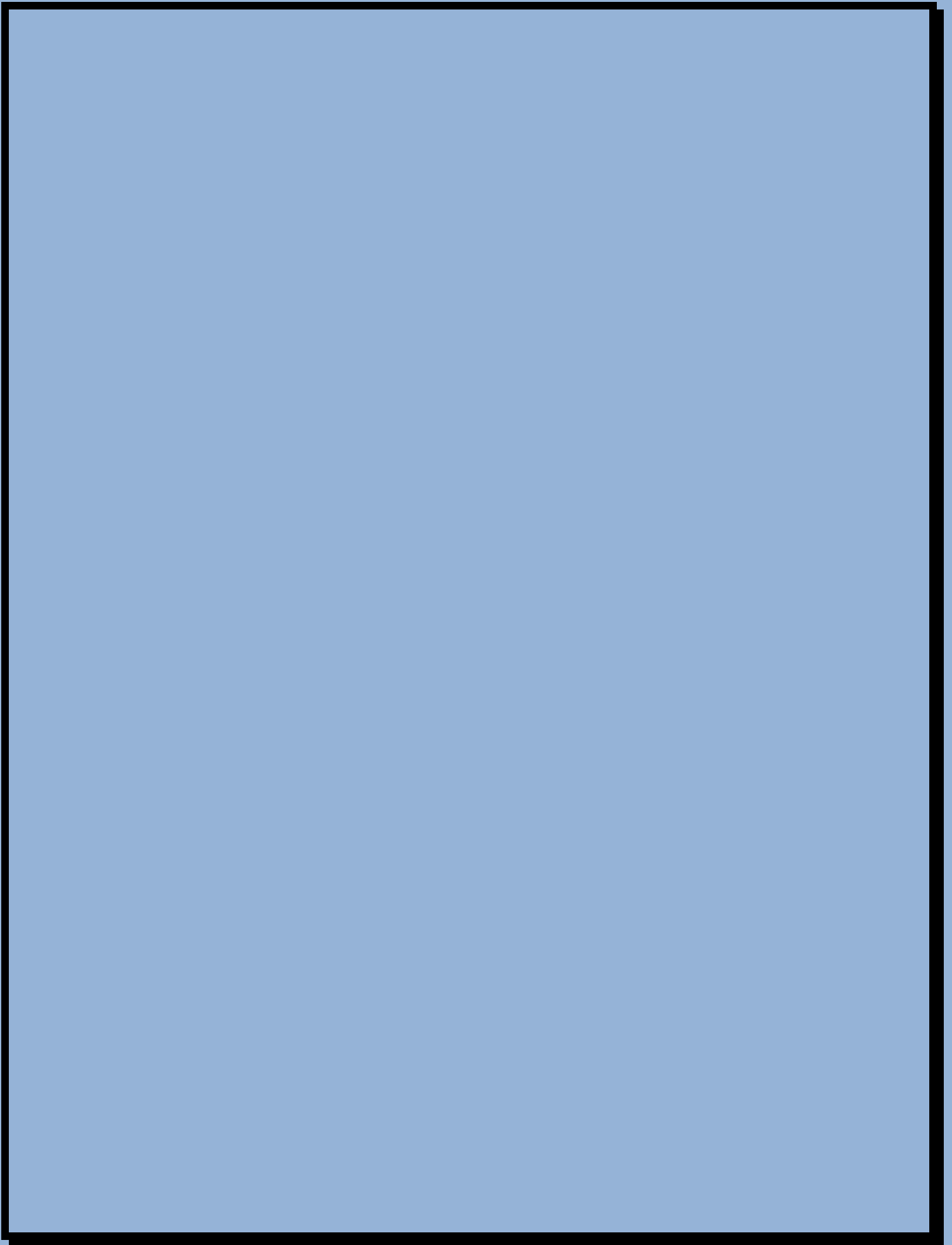
Project: Delivery Point #3

Description: The Town will design & construct a third delivery point in the north end of Town to replace the substation on Hospital Road.

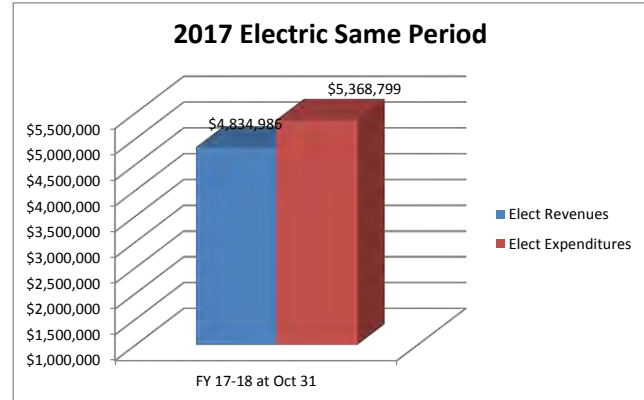
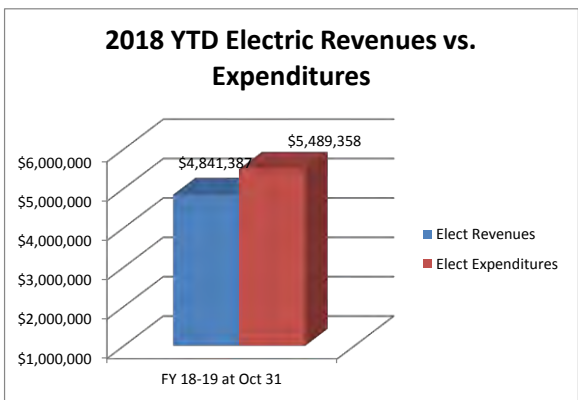
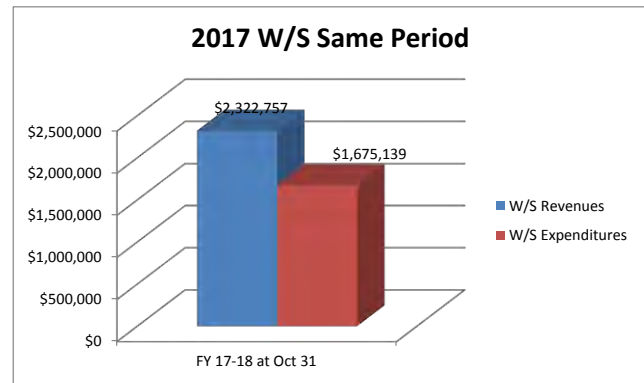
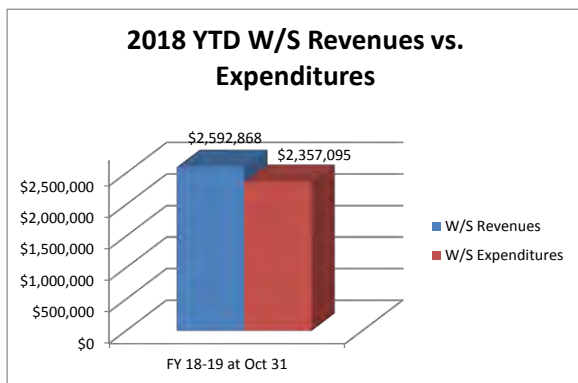
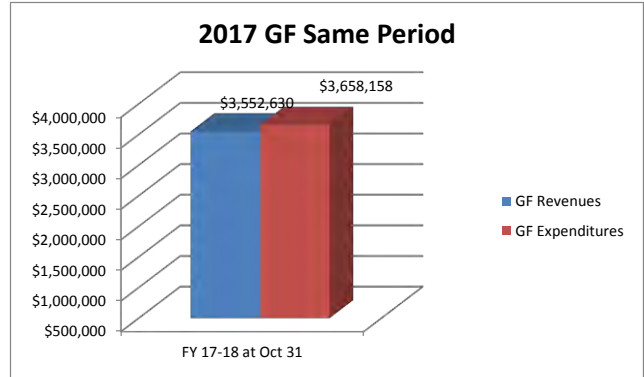
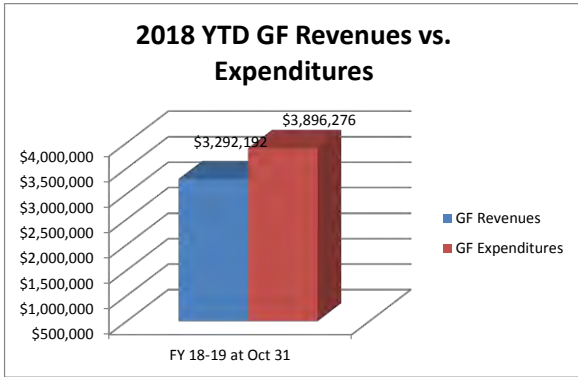
Justification: The need to update the aged electric infrastructure grows ever more pressing each year. The "lower" supply-side voltage lines (115 kVa) are being phased out by Duke Energy, so all new stations will be on the "higher" supply-side voltage (230kVa). This is the more stable supply of power that the Town is converting our infrastructure to, and this updated delivery point will dovetail into the Town conversion project. Once constructed the entire Town could have the ability to be run from either station, which would reduce the probability of outages.

Fiscal Year Estimated Expenditure:	2018-2019	\$75,000
	2019-2020	\$575,000
	2020-2021	\$500,000
	2021-2022	\$1,000,000
	2022-2023	\$0
	2023-2024	\$0
	2024-2025	\$0
	2025-2026	\$0
	2026-2027	\$0
	2027-2028	\$0

Financial Report



Town of Smithfield Revenues vs. Expenditures



**TOWN OF SMITHFIELD
MAJOR FUNDS FINANCIAL SUMMARY REPORT**

October, 2018

Gauge: 4/12 or 33.33 Percent

33.33%

GENERAL FUND

Revenues	Frequency	Actual	Budget	Actual to Date	YTD %
		FY '17-18	FY '18-19	FY '18-19	Collected
Current & Prior Year Property Taxes	Monthly	\$ -	\$ 5,663,000	\$ 1,156,382	20.42%
Motor Vehicle Taxes	Monthly	-	515,000	196,988	38.25%
Utility Franchise Taxes	Quarterly	-	975,000	225,822	23.16%
Local Option Sales Taxes	Monthly	-	2,200,000	446,174	20.28%
Aquatic and Other Recreation	Monthly	-	877,500	268,817	30.63%
Sanitation	Monthly	-	1,305,500	360,154	27.59%
All Other Revenues		-	1,324,996	637,855	48.14%
Loan Proceeds		-	88,500	-	0.00%
Transfers (Electric and Fire Dist.)		-	261,614	-	0.00%
Fund Balance Appropriated		-	1,336,337	-	0.00%
Total		\$ -	\$ 14,547,447	\$ 3,292,192	22.63%

Expenditures	Actual	Budget	Actual to Date	YTD %
	FY '17-18	FY '18-19	FY '18-19	Collected
General Gov.-Governing Body	\$ -	\$ 463,406	\$ 138,669	29.92%
Non Departmental	-	840,906	354,291	42.13%
Debt Service	-	1,003,781	441,618	44.00%
Finance	-	105,501	29,843	28.29%
Planning	-	646,927	165,639	25.60%
Police	-	3,790,500	1,001,019	26.41%
Fire	-	2,106,953	485,753	23.05%
EMS	-	-	-	#DIV/0!
General Services/Public Works	-	546,914	159,076	29.09%
Streets	-	905,643	129,052	14.25%
Motor Pool/Garage	-	92,582	22,101	23.87%
Powell Bill	-	582,725	12,914	2.22%
Sanitation	-	1,116,768	345,037	30.90%
Parks and Rec	-	999,271	277,069	27.73%
SRAC	-	969,779	326,887	33.71%
Sarah Yard Center	-	40,600	7,308	18.00%
Contingency	-	335,191	-	0.00%
Appropriations/Contributions	-	-	-	0.00%
Total	\$ -	\$ 14,547,447	\$ 3,896,276	26.78%

YTD Fund Balance Increase (Decrease) - -

WATER AND SEWER FUND

	Actual	Budget	Actual to Date	YTD %
	FY '17-18	FY '18-19	FY '18-19	Collected
Revenues				
Water Charges	\$ -	\$ 2,852,000	\$ 765,254	26.83%
Water Sales (Wholesale)	-	\$ 1,200,000	\$ 424,632	35.39%
Sewer Charges	-	3,800,000	1,215,805	31.99%
Tap Fees	-	13,000	-	0.00%
All Other Revenues (Includes Grants)	-	599,000	187,177	31.25%
Loan Proceeds	-	-	-	#DIV/0!
Fund Balance Appropriated	-	626,432	-	0.00%
Total	\$ -	\$ 9,090,432	\$ 2,592,868	28.52%

	Actual	Budget	Actual to Date	YTD %
	FY '17-18	FY '18-19	FY '18-19	Collected
Expenditures				
Water Plant (Less Transfers)	\$ -	\$ 1,811,936	\$ 612,914	33.83%
Water Distribution/Sewer Coll (Less Transfers)	-	4,231,837	1,209,258	28.58%
Transfer to General Fund	-	-	-	#DIV/0!
Transfer to W/S Capital Proj. Fund	-	1,467,000	-	0.00%
Debt Service	-	1,382,896	534,887	38.68%
Contingency	-	196,763	-	0.00%
Total	\$ -	\$ 9,090,432	\$ 2,357,059	25.93%

ELECTRIC FUND

	Actual	Budget	Actual to Date	YTD %
	FY '17-18	FY '18-19	FY '18-19	Collected
Revenues				
Electric Sales	\$ -	\$ 16,400,000	\$ 4,729,024	28.84%
Penalties	-	320,000	47,871	14.96%
All Other Revenues	-	54,000	64,492	119.43%
Loan Proceeds	-	-	-	
Fund Balance Appropriated	-	120,075	-	
Total	\$ -	\$ 16,894,075	\$ 4,841,387	28.66%

	Actual	Budget	Actual to Date	YTD %
	FY '17-18	FY '18-19	FY '18-19	Collected
Expenditures				
Administration/Operations	\$ -	\$ 2,190,899	\$ 778,150	35.52%
Purchased Power - Non Demand	-	12,600,000	1,712,525	13.59%
Purchased Power - Demand	-	-	2,297,706	#DIV/0!
Purchased Power - Debt	-	-	358,392	#DIV/0!
Debt Service	-	359,972	342,585	95.17%
Capital Outlay	-	-	-	
Contingency	-	441,990	-	
Transfers to Electric Capital Proj Fund	-	1,215,000	-	
Transfer to Electric Capital Reserve	-	-	-	
Transfers to General Fund	-	86,214	-	0.00%
Total	\$ -	\$ 16,894,075	\$ 5,489,358	32.49%

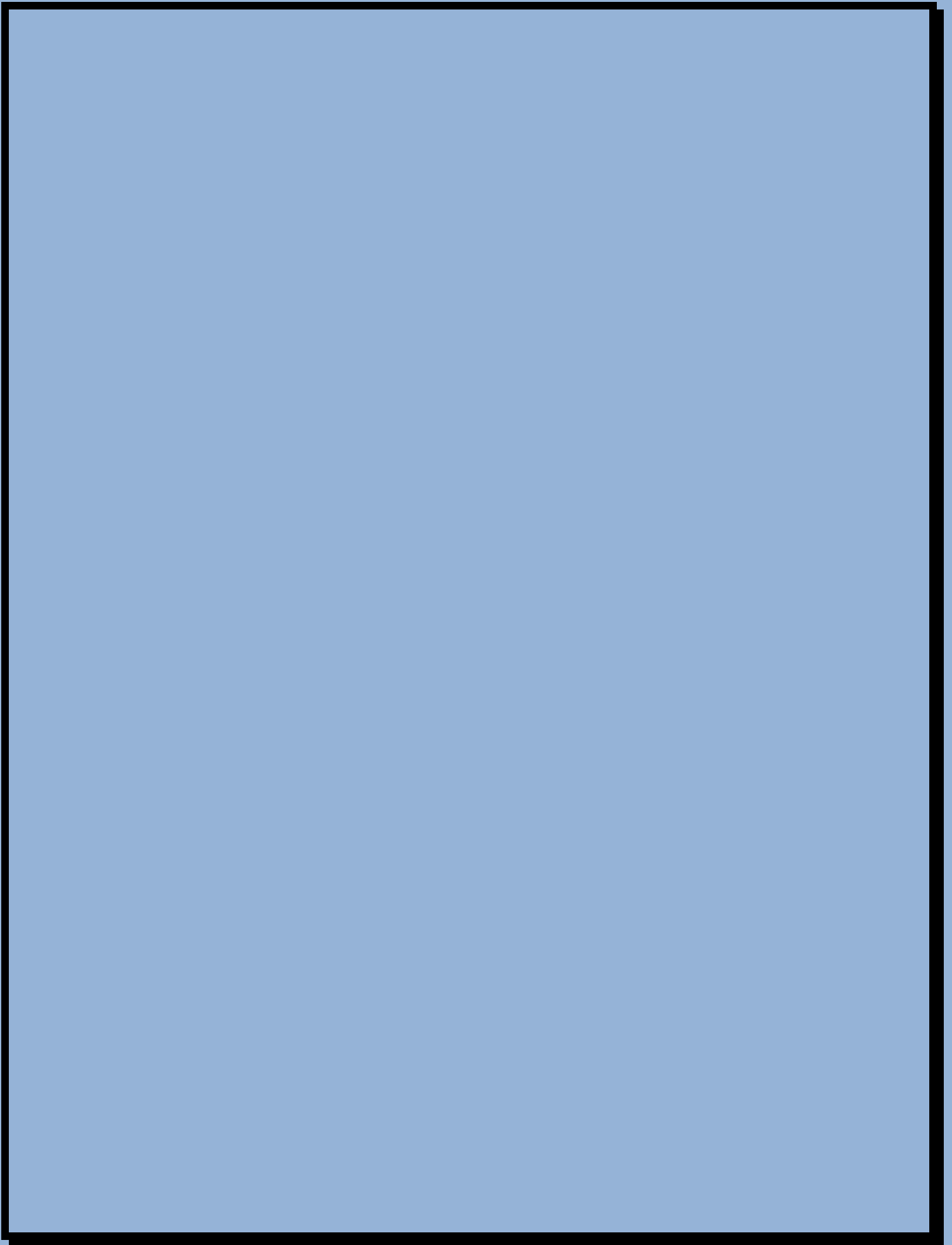
CASH AND INVESTMENTS

General Fund (Includes P. Bill)	9,827,123			
Water and Sewer Fund	7,150,607			
Electric Fund*	10,489,894			Interest Rate
JB George Endowment (40)	131,646			
Water Plant Expansion (43)	(193,810)			
Booker Dairy Road Fund (44)	449,412			
Capital Project Fund: Wtr/Sewer (45)	138,175	1st CITIZENS	21,712,471	0.20%
Capital Project Fund: General (46)	306,861	NCCMT	2,312,915	1.960%
Capital Project Fund: Electric (47)	541,675	STIFEL	-	Market
Firemen Relief Fund (50)	150,877	KS BANK	3,728,875	1.75%
Fire District Fund (51)	51,936	FOUR OAKS	1,290,135	0.85%
		PNC BANK	-	0.00%
Total	\$29,044,396		\$ 29,044,396	

*Plug

Account Balances Confirmed By Finance Director on 11/15/2018

Department Reports



SMITHFIELD STRATEGIC PLAN IMPLEMENTATION-NOVEMBER 19 2018

ACTIVITY	TASK	PARTNER	RESOURCES NEEDED	STATUS	NOTES
Develop overall support for the Economic Development Program					
	Develop and increase support for the Town's economic development efforts	Smithfield-Selma Chamber of Commerce		Good contact and support established with the organization. Tim attends Chamber meetings regularly	
		Commercial Realtors		Maintaining on-going contact with realtors.	
		SEDAC		Maintaining on-going contact with SEDAC.	
177		East Smithfield		Met with Tony Nixon to discuss needs, challenges, and opportunities in the community.	Received a listing of East Smithfield concerns submitted to the former town manager by the East Smithfield Improvement Organization.
		Business Community		Meeting with business community via BRE program.	Additional meetings with the business community are being scheduled via BRE activities.
Existing Business & Industry Support					
	Reestablish the Existing Industry Outreach Program				
	Develop a contact directory of Existing Industries			Initial Directory completed and will be updated regularly.	

ACTIVITY	TASK	PARTNER	RESOURCES NEEDED	STATUS	NOTES
	Developing an introductory letter to be mailed by January 2017				
	Schedule visitations			Visitations are on-going.	Contacted several companies via phone to discuss the town's renewed emphasis on BRE.
	Determine Recognition Activities			Options discussed and being considered.	Continue to follow-up with companies contacted, especially those who has requested assistance and those who have express expansion potential.
New Business Recruitment	Identify needs of major companies in the County that Smithfield can capitalize on	JCED		Met with Chris Johnson and discussed business attraction and expansion issues, including product and workforce.	
	Attract new business investment and jobs			Met with Durwood Stephenson regarding an initiative that would be of great benefit to the town, and would assist in the recruitment of other businesses.	
Town Image/Gateways	Gateways				

ACTIVITY			TASK	PARTNER	RESOURCES NEEDED	STATUS	NOTES
			Identify areas for improvement	SEDAC		Meetings to be scheduled in conjunction with Visioning/Branding and the development of the Strategic Communication Plan (SCP) to more fully discuss the issue.	Met with a developer who expressed developing a parcel located a one of Smithfield's gateways. The developer has been involved in many successful projects and what the vision he expressed for the property would greatly enhance the area and improve the aesthetics. We will follow up with the developer to identify ways that we can encourage him to make his vision a reality.
				East Smithfield - Tony Nixon		Tony Nixon of the East Smithfield Improvement organization was identified as the best person to contact re: to East Smithfield issues.	Information will be gathered on the different areas of the town, including East Smithfield, in the development of the SCP and Visioning/Branding efforts.
				Business Community			
			Conduct a Visioning/Branding process	Electricities/ Business Community/ SEDAC/East Smithfield		Town Council agreed to move forward with the development of the Strategic Communication Plan at their 07MAR17 meeting and a draft is being prepared by Electricities for review.	Received a draft strategic communications plan from Michelle Vaught, VP of Marketing for Electricities.

ACTIVITY	TASK	PARTNER	RESOURCES NEEDED	STATUS	NOTES
				A decision on what level of Visioning/Branding effort the town feels is appropriate will be made after a review of the SCP.	
				A decision on what level of Visioning/Branding effort the town feels is appropriate will be made after a review of the SCP.	
Product Development	Increase the Town's product inventory	County and SEDAC		Contacted one of the Wellons-Howell property owners to discuss recertification. Reached out to owners of other properties identified as suitable for development as industrial sites. Searching for other suitable properties for evaluations and inclusion in the town's product inventory	Continued to follow up with the co-owner of the property. The issues with the property are still pending. The co-owner recommended following up again in a month
Industrial Sites and Buildings					

ACTIVITY	TASK	PARTNER	RESOURCES NEEDED	STATUS	NOTES
				The town is partnering with Johnston County Economic Development on assembling properties for an industrial park that will then be certified. Five parcels lie within the town's corporate limits. Land owners will be contacted to secure the properties for the project.	Additional evaluations as required by SHPO were conducted and their results were submitted to the EDPNC Certified Sites Steering Committee for consideration.
Infrastructure Improvements					

ACTIVITY		TASK	PARTNER	RESOURCES NEEDED	STATUS	NOTES
1 08 2 Downtown Redevelopment		Golden LEAF Grant	Public Works Department- Johnston County		The county has received, or will receive grant funding for economic development related projects from the Golden LEAF Foundation. One of the projects identified is the extension improvement of water/sewer lines along the U.S. 70 corridor, which will serve the new industrial park. The GL Board will approve the projects at their April meeting.	Estimates for the number of jobs that West Smithfield Industrial Park could support and the average wage of those jobs are being prepared to be included in a follow up information request from the Golden LEAF in support of the grant.
	Renovation and redevelopment of Downtown properties	Redevelopment of the former Town Hall			redevelopment of the Old Town Hall by the UNC SOG graduate student class was presented on 30NOV17.	Condemnation proceedings have been initiated on the property. It is still hoped that some scenario can be developed to ensure that the facility can be rehabilitated and become a positive for the town.

ACTIVITY	TASK	PARTNER	RESOURCES NEEDED	STATUS	NOTES
					Sarah Edwards, Tim, and Rocky met to discuss a proposal to evaluate the old Rose's building's structural integrity and its feasibility for use as a brewery. Funding for the project was identified and Sarah will contact the building owner for next steps.
Internal/External Marketing					
183	Identify the Economic Development Program Spokesman Develop a newsletter			Tim Kerigan is the spokesperson for the Economic Development Program. Exploring options for newsletter.	Met with the Chamber's Economic Development Committee to give an update on the town's economic development efforts.
	Develop Marketing Materials			The marketing flyer has been reviewed and finalized, utilizing town staff resources.	The Electricities Smart Communities Grant Award was received and will be used to enhance the town's marketing materials.
	Internal/External				

ACTIVITY	TASK	PARTNER	RESOURCES NEEDED	STATUS	NOTES
	Strategic Communications Plan			Received a draft strategic communications plan, social media presentation, social media content calendar, and references to additional resources for social media.	The documents are being reviewed and assessed as to how best to utilize the information.
Johnston Community College					
	Identify JCC needs that can be translated into economic development activities			Follow up meeting with Dr. Johnson and Dr. McGraw to continue earlier discussion and identify other areas of collaboration.	
	Convene a meeting with JCC leadership to discuss opportunities for collaboration	JCC			
Incentives	Review the Town's Incentives to assess the Town's competitiveness			A list of typical incentive practices was developed for consideration of incentive proposals for current and future prospects	Tim, Mike Scott, and Rocky discussed what incentives the town may be willing to consider for the redevelopment of the OTH and the recruitment of a brewery.
Retirement Development	Determine interest in advancing this initiative				
Residential Development					

ACTIVITY	TASK	PARTNER	RESOURCES NEEDED	STATUS	NOTES
	Assess Housing Stock	Tax Office Planning Department Local Realtors		Working with the SEDAC Redevelopment Committee to explore options of increasing/enhancing the housing stock in the town limits, primarily near downtown.	Tim, Stephen Wensman, and Rocky met with Brooks Moore, Construction Management Officer to discuss Smithfield Residential Development and new school construction.
Retail Development	Expanding the Retail offerings of the Town	ElectriCities-Retail Strategies		Discussions were held with a retail developer that has an interest in the town for a project.	Reveiwed a social media promotion that supported retail in a nearby community. It was decided to approach the Chamber to support a similar initiative to promote retail in Smithfield.
Public Education					Tim, Stephen Wensman, and Rocky met with Brooks Moore, Construction Management Officer to discuss Smithfield Residential Development and new school construction.

Smithfield Economic Development Implementation Activities SEPT/OCT 2018

1. Downtown Redevelopment – Tim and Rocky met with Sarah Edwards to discuss two projects, the renovation/redevelopment of the Old Town Hall and the recruitment of a brewery.
 - a. Old Town Hall – the town has initiated condemnation proceedings against the OTH. What this means to the facility is unclear at this time. Different ideas and scenarios were discussed that could facilitate the achieving of the ultimate goal, that is a renovated property that is an asset to the town and is providing a positive economic impact through jobs and tax base. Sarah and the town have been in contact with several developers that have expressed interest in the building and have the experience and financial wherewithal to bring the project to fruition. There needs to be a clear understanding of what the town wants to see happen with the building and what the town is willing to do in terms of incentives and partnering with a private developer to facilitate the redevelopment. All options discussed were revenue neutral, that is, they would be at no cost to the town. Depending on how town council decides to proceed, it was suggested that proposals from developers for the project should be solicited. Next steps will be developed after the council meeting where the matter will be discussed.
 - b. Brewery Attraction – the old Rose’s building was identified as having the best potential for a downtown brewery location. A proposal for the evaluation of the facility for structural integrity and in terms of its feasibility for use as a brewery, given the criteria that had been obtained from Mickey Fanney was reviewed. The cost was \$2,600. Sarah stated that she believed that the DSDC board would approve funding the evaluation. She will contact the owner to get approval for the evaluation and to inquire as to his interest in helping to pay for the study.
 - c. Incentives – Sarah outlined the DSDC Incentive policy for qualifying projects. The DSDC program will pay the interest on construction loans, \$5,000 per unit up to 12 months after the certificate of occupancy has been issued or until occupied.
 - d. Downtown Smithfield District – the boundaries of the district were discussed and under what conditions they could be extended.
2. Public Schools – Tim, Stephen Wensman, and Rocky met with Brooks Moore, Construction Management Officer of Johnston County Public Schools. The discussion centered on residential development in Smithfield, and in the town’s ETJ, and how residential development was impacted by the school system. What schools children will attend is a prime factor in the decision process of the purchase of a home. Brooks gave an overview of the current status of existing facilities and discussed potential future school construction. Tim and Stephen pointed out new Smithfield residential development and asked what impact that may have on new school construction locations. It was agreed to stay in close contact to assure that the town has the opportunity to make their interests known as decisions are made concerning new school construction.

3. Downtown Redevelopment – Tim, Stephen, and Sarah met with Donna Bailey Taylor to get an update on the Wayfinding project. The project is moving ahead steadily. While there Donna was asked about the town’s tourism marketing funds and for what purposes they can be used. The thinking was there could be some opportunities to support building redevelopment, brewery recruitment, etc. One third of the funds, which currently are mostly committed to the Wayfinding project, can be used for tourism related development, and these are typically awarded to a non-profit organization. Further discussions as to how these funds could be used are to be scheduled.
4. Incentives – Tim and Rocky discussed potential incentives for the redevelopment of the OTH and to facilitate the location of a brewery with Mike Scott. The discussion centered on what had been done in the past as a guide of what would likely be supported for future projects. This information will be critical moving forward with both potential projects.
5. Economic Development Program Presentation – the Annual Economic Development Program Review was presented to town council.



FINANCE DEPARTMENTAL REPORT FOR OCTOBER, 2018

SUMMARY OF ACTIVITIES:

Daily Collections/Property Taxes/Other	\$2,843,417
Franchise Tax.....	0
Sales & Use Tax.....	203906
Powel Bill.....	<u>0</u>
Total Revenue	\$3,047,323

Expenditures: General, Water, Electric and Firemen’s Fund..... \$3,266,469

FINANCE:

- Compiled and submitted monthly retirement report on 10/31/18
- Issued 62 purchase orders
- Processed 959 vendor invoices for payment and issued 501 accounts payable checks
- Prepared and processed 2 regular payrolls. Remitted federal and state payroll taxes on 10/05/2018 and 10/19/2018
- Issued 0 new privilege licenses (new law change in effect 7/1/2015)
- Sent 0 past due notices for delinquent privilege license
- Issued 1 peddler license
- Collected \$0.00 on past due privilege license fees. **NOTE:** Total collected now at \$10,714. The past due collections are the result of mailing some 287 past due notices to local businesses. Approximately 40 second notices were sent
- Sent 0 notices for grass cutting
- Collected \$710 in grass cutting invoices. Total collected to date is \$8,922
- Processed 8 NSF Checks (Utility and SRAC)
- Bad debt calendar year-to-date collections total \$35,053.42 (EMS = \$12,075.43; SRAC = \$6,505.17; Utility= \$15,997.35; and Other = \$475.47).
- Invoiced 5 grave openings for a total of \$3,500
- Invoiced Smithfield Housing Authority, Johnston Community College, Johnston County Schools and Neuse Charter School for Police Security
- Paid \$0 to First Citizens Bank for bank fees in Aug. and Sept.
- Paid \$4,756.16 to PNC Bank for credit/debit card fees

FINANCE DIRECTOR

- Attended Town Council Meeting on 10/2/2018
- Prepared Capital Projects Cumulative Revenue and Expenditure Report For August, 2018 on 10/01/2018
- Prepared Capital Projects Cumulative Revenue and Expenditure Report For September, 2018 on 10/16/2018
- Filed application for credit card drafting on 10/22/2018
- Attended Department Head Meetings on 10/2 and 10/23/2018
- Prepared for Auditors visit on 10/25/2018
- Finance Director and Customer Service Rep attended Debt Setoff Class in Raleigh on 10/30/2018
- Fixed Assets Disposal Accounting Issue Remedied by Fin. Dir. On 10/31/2018

Special Use Permits

Friday, November 16, 2018



Project Name	Applicant	File Number	Location	Proposed Use	Date Received	Town Council	Council Action
Bright Start Daycare	Durwood Stephenson	SUP-18-11	861 Berkshire Rd	Daycare Center	9/7/2018	11/6/2018	Approved
Hampton Inn	Wintergreen Hospitality	SUP-18-10	Towne Centre Place	Hotel exceeding 40'	8/7/2017	9/4/2018	Approved
Market Street Automotive	AVS Investments	SUP-18-09	440 E. Market St	Automotive repair	7/5/2018	8/7/2018	Approved
Baldovinos Event Space	Curry Engineering	SUP-18-07	3460 S Brightleaf Blv	Event Space	6/1/2018	7/3/2018	Denied
Lifespring Church	Lifespring Church	SUP-18-06	1250 N. Brightleaf Bl	Church	7/6/2018	8/7/2018	Approved
Faith Miracle Ministry	Faith Miracle Ministries	SUP-18-06	Lee St and Blunt St	Church	4/24/2018	6/5/2018	Approved
Classic Touch Auto Sales	Danny Moowad	SUP-18-05	100 Computer Dr.	Automobile sales	4/13/2018	5/1/2018	Approved
Combine Mindz Tattoo	Zack Rabil	SUP-18-04	181 Venture DR	Tattoo Studio	3/23/2018	5/1/2018	Approved
George's Barns	Jorge Curuas	SUP-18-03	101 NC Hwy 210	U-Haul rental	1/24/2018	3/6/2018	Approved
Conditioning & Storage Facility	Boykin Investment, LLC	SUP-17-11	711 Rose St	Storage and Vehicle Re	12/1/2017	1/2/2018	Approved
Johnston Animal Hospital	Dr. Michael Ward	SUP-17-10	Pitchi Street	Veternarian Office	9/5/2017	10/3/2017	Approved
Atlantic Coast Pipeline:	Atlantic Coast Pipeline LLC	SUP-17-09	Mallard Rd	Operation Center	9/1/2017	11/14/2017	Approved
Smithfield RV park	Theron Lee McLamb	CUP-17-08	Off Venture Dr	RV Park	6/2/2017	10/3/2017	Denied

Text Amendments

Friday, November 16, 2018



Applicant	File Number	Date Submitted	Planning Board	Town Council	Town Council Action	Nature of Amendment
Durwood Stephenson	ZA-18-09	9/19/2018	10/4/2018	11/6/2018	Approved	Allows for daycare centers in OI district
Town of Smithfield	ZA-18-07	7/5/2018	8/2/2018	12/4/2018		Article 9 removes BOA permit authority
Town of Smithfield	ZA-18-06	7/5/2018	8/2/2018			Article 5 refinements to process
Town of Smithfield	ZA-18-05	6/1/2018	7/12/2018	9/4/2018	Approved	Allows for highrise sign in B-3 near I-95
Lifespring Church	ZA-18-04	6/1/2018	7/12/2018	8/7/2018	Approved	Removes prohibition of Churches in shopping centers
Town of Smithfield	ZA-18-03	5/4/2018	7/12/2018			Moves Historic Preservation to UDO
Town of Smithfield	ZA-18-02	2/16/2018	3/1/2018	4/3/2018	Approved	Flood Study and UDO Flood Amendment
Town of Smithfield	ZA-18-01	1/5/2018	2/1/2018	3/6/2018	Approved	Minimum PUD size
Steve Bryant	ZA-17-07	1/5/2018	2/2/2018	2/6/2018	Approved	Restaurants in OI zoning district
Town of Smithfield	ZA-17-06	3/1/2018	3/1/2018	4/3/2018	Approved	Flag lots, cul-de-sac
Town of Smithfield	ZA-17-05	12/1/2017	1/2/2018	2/6/2018	Approved	Admin approved site plans
Town of Smithfield	ZA-17-04	11/3/2017	12/7/2017	1/2/2018	Approved	High Density Option

Friday, November 16, 2018



Applicant	File Number	Location	Acerage	TAX ID#	Proposed Change	Date Received	PB Date	PB Actions	TC Date	Approved
Johnston County	RZ-18-08	US 70 Bus East	24	15L11011	B-3 & R-20a to OI	9/7/2018	10/4/2018	To Approve	11/6/2018	<input checked="" type="checkbox"/>
W. Frank Lee	RZ-18-06	Buffalo Road	2	14075030G	R-20A to PUD	4/2/2018	5/3/2018	To Approve	6/5/2018	<input checked="" type="checkbox"/>
Landis Bullock	RZ-18-05	West Market Street	1	15044023A	HI to B-3	3/23/2018	5/3/2018	To Approve	6/5/2018	<input checked="" type="checkbox"/>
Adams & Hodge	RZ-18-04	Buffalo Road	68	14075013	R-8 to PUD	1/5/2018	2/2/2018	To Approve	4/3/2018	<input checked="" type="checkbox"/>
W. Frank Lee	RZ-18-03	Buffalo Road	7	14075030G	R-20A to B-3	1/5/2018	2/2/2018	To Deny	3/6/2018	<input checked="" type="checkbox"/>
W. Frank Lee	RZ-18-02	Brogden Road	20	15K11012	B-3 to HI	1/5/2018	2/2/2018	To Approve	3/6/2018	<input checked="" type="checkbox"/>
Tom Medlin	RZ-18-01	324 N Brightleaf Blvd	1	15015036	O/I to B-2	1/5/2018	2/2/2018	To Approve	3/6/2018	<input checked="" type="checkbox"/>
Michael Stewart	RZ-18-0?	Black Creek Road	33	15109011B	AR to R-20A	8/3/2018	9/6/2018	Tabled	10/2/2018	<input type="checkbox"/>
Thomas Concrete	RZ-17-03	Citation Lane	6	15079005D	LI to HI	10/6/2017	11/2/2017	To approve	12/5/2017	<input checked="" type="checkbox"/>
Twin States Farming	RZ-17-02	300 Block W Market Str	8	15080062	R-20A to B-3	9/1/2017	10/5/2017	To Approve	11/14/2017	<input checked="" type="checkbox"/>

Site Plan Review

Friday, November 16, 2018



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

Project Name	File Number	Tax ID	Date Received	Location	Status of Review	Approval Date
Steve Hargis Warehouse	SP-18-12	17J08001	11/2/2018	3900 US 70 West	In 1st review	
Frank Lee Warehouse Co	SP-18-11	15K11012C	10/29/2018	Brogden and Wal-Pat Rd	In 1st Review	
Dupree Strip Center	SP-18-10	15K10023L	8/16/2018	East Market Street	2nd Review Completed / waiting for revised plans	
Hampton Inn	SP-18-09	15L11001G	8/7/2018	Centre Point Plaza	1st review completed / waiting for revised plans	
JCC Training Fire Tower	SP-18-08	15K10199F	7/28/2018	245 College Road	Approved /	7/28/2018
Aero Contractors Hanger A	SP-18-07	15079017D	6/20/2018	3146 Swift Creek Road	Approved /	6/20/2018
Smithfield Assisted Living	SP-18-03	14075021W	3/23/2018	Kellie Drive	Approved / under construction	
Penn Compression	SP-18-02	15L10020A	2/2/2018	309 Components Dr	Approved / under construction	7/27/2018
Smithfield Sign Design Ad	SP-18-01	15074012Y	6/20/2018	301 peedin Road	Approved / completed	6/20/2018
Conditioning and Storage	SP-17-17	15041018	12/1/2017	711 Rose Street	Approved / improvements completed	1/3/2018
Dollar General	SP-17-16	15080062	12/14/2017	457 W. Market St	Approved / completed	3/16/2018
Thomas Concrete	SP-17-15	15079005J	10/6/2017	Citation Lane	Approved / under construction	4/13/2018

Project Name	File Number	Tax ID	Date Received	Location	Status of Review	Approval Date
Kellie Drive Medical Office	SP-17-14	14075021L	9/25/2017	Kellie Dr & Booker Dairy Rd.	Approved / under construction	7/20/2018
Atlantic Coast Pipeline	SP-17-13	15K11019F	9/1/2017	Mallard Road	In 3rd review	
Ample Storage	SP-17-07	15077011C	7/20/2017	807 W Market St	Approved / Phase 1 completed	10/27/2017
Classic Ford	SP-17-06	14074005	6/6/2017	1324 N Brightleaf Blvd	Approved / under construction	4/13/2018



**TOWN OF SMITHFIELD
POLICE DEPARTMENT
MONTHLY REPORT
MONTH ENDING October 31, 2018**

I. STATISTICAL SECTION

Month Ending Oct. 31, 2018	Oct-18	Oct-17	Total 2018	Total 2017	YTD Difference
Calls For Service	1888	1751	19060	19017	43
Incident Reports Completed	154	154	1374	1559	-185
Cases Closed	137	110	994	1078	-84
Accident Reports	85	76	716	712	4
Arrest Reports	117	125	1104	1148	-44
Burglaries Reported	7	7	61	95	-34
Drug Charges	42	29	357	291	66
DWI Charges	7	10	61	91	-30
Citations Issued	200	186	2403	1841	562
Speeding	56	56	825	437	388
No Operator License	27	34	436	415	21
Registration Violations	14	24	329	278	51

II. PERSONNEL UPDATE

The police department is currently short 4 positions at this time. One officer is currently out on medical leave. Lt. Gentry is retiring on November 30, 2018.

III. MISCELLANEOUS

Mandatory in-service training was continued in October. October was a very busy month with community projects. The department had several school groups that toured the police department. We had movie night at the SYCC. Officer Denoble worked with the SRAC to have a Trunk or Treat at the Community Park. The officers passed out glow sticks on Halloween again this year.

REPORTED UCR OFFENSES FOR THE MONTH OF OCTOBER 2018

PART I CRIMES	October	October	+/-	Percent	Year-To-Date		+/-	Percent
	2017	2018		Changed	2017	2018		Changed
MURDER	0	0	0	N.C.	0	0	0	N.C.
RAPE	1	0	-1	-100%	2	2	0	0%
ROBBERY	0	1	1	N.C.	19	13	-6	-32%
Commercial	0	0	0	N.C.	4	1	-3	-75%
Individual	0	1	1	N.C.	15	12	-3	-20%
ASSAULT	2	5	3	150%	33	35	2	6%
* VIOLENT *	3	6	3	100%	54	50	-4	-7%
BURGLARY	7	7	0	0%	91	58	-33	-36%
Residential	5	4	-1	-20%	59	38	-21	-36%
Non-Resident.	0	1	1	N.C.	9	9	0	0%
Commercial	2	2	0	0%	23	11	-12	-52%
LARCENY	42	30	-12	-29%	418	336	-82	-20%
AUTO THEFT	4	2	-2	-50%	11	16	5	45%
ARSON	0	0	0	N.C.	0	0	0	N.C.
* PROPERTY *	53	39	-14	-26%	520	410	-110	-21%
PART I TOTAL:	56	45	-11	-20%	574	460	-114	-20%
PART II CRIMES								
Drug	21	46	25	119%	271	314	43	16%
Assault Simple	17	12	-5	-29%	138	114	-24	-17%
Forgery/Counterfeit	4	8	4	100%	46	37	-9	-20%
Fraud	10	9	-1	-10%	77	62	-15	-19%
Embezzlement	3	1	-2	-67%	11	4	-7	-64%
Stolen Property	0	2	2	N.C.	9	19	10	111%
Vandalism	5	5	0	0%	61	45	-16	-26%
Weapons	0	2	2	N.C.	27	23	-4	-15%
Prostitution	0	0	0	N.C.	0	0	0	N.C.
All Other Sex Offens	0	0	0	N.C.	11	6	-5	-45%
Gambling	0	0	0	N.C.	0	0	0	N.C.
Offn Agnst Faml/Chld	0	1	1	N.C.	2	5	3	150%
D. W. I.	10	7	-3	-30%	87	56	-31	-36%
Liquor Law Violation	1	0	-1	-100%	6	3	-3	-50%
Disorderly Conduct	4	0	-4	-100%	10	8	-2	-20%
Obscenity	0	0	0	N.C.	0	1	1	N.C.
Kidnap	0	0	0	N.C.	0	0	0	N.C.
All Other Offenses	6	4	-2	-33%	76	72	-4	-5%
PART II TOTAL:	81	97	16	20%	832	769	-63	-8%
=====								
GRAND TOTAL:	137	142	5	4%	1406	1229	-177	-13%

N.C. = Not Calculable



**Town of Smithfield
Fire Department
October, 2018**

I. Statistical Section

Responded to	2018 Oct	Oct IN	Oct OUT	2017 Oct	2018 IN	2018 OUT	2018 YTD	2017 YTD
Total Structure Fires Dispatched	12	7	5	2	47	48	95	73
Confirmed Structure Fires (Our District)	6	4	2	0	21	6	27	18
Confirmed Structure Fires (Other Districts)	4	0	0	1	0	0	18	23
EMS/Rescue Calls	112	107	5	130	1298	64	1362	1419
Vehicle Fires	2	1	1	1	16	4	20	10
Motor Vehicle Accidents	21	19	2	13	177	14	191	161
Fire Alarms (Actual)	12	11	1	11	77	8	87	108
Fire Alarms (False)	14	14	0	22	106	4	114	101
Misc./Other Calls	21	20	1	27	251	40	286	218
Mutual Aid (Received)	5	0	0	3	0	0	47	56
Mutual Aid (Given)	8	0	0	5	0	0	39	65
Overlapping Calls (Calls at the same time)	29	0	0	28	0	0	278	294
TOTAL EMERGENCY RESPONSES	194	176	16	206	1944	187	2131	2045

* Denotes the breakdown of calls, these are not calculated into the totals *
IN/OUT denotes in and out of the Town, not outside the fire district. When we respond to another fire district (Mutual Aid), which is outside of our total fire district boundaries that is reported in (**Other Districts**).

	Oct	YTD
Fire Inspections/Compliance Inspections	36	381
Public Fire Education Programs	4	38
Children in Attendance	312	1931
Adults in Attendance	136	1007
Plans Review Construction/Renovation Projects	17	60
Fire Code Citations	0	1
Fire Lane Citations	0	0
Consultation/Walk Through	2	154
Re-Inspections	0	190

II. Major Revenues

	Oct	YTD
Inspections	\$1,200.00	\$15,450.00
False Alarms	\$200.00	\$3,950.00
Fire Recovery USA	\$0.00	\$6,621.44
EMS Debt Setoff	\$0.00	\$11,584.69

Major Expenses for the Month:

III. Personnel Update:

- We have many vacancies in the Volunteer Firefighter positions and are currently seeking recruitment of volunteers to become probationary Volunteer Firefighters.

IV. Narrative of monthly departmental activities:

- We participated in Fire prevention programs throughout the month of October: Awakening Church, West Smithfield Elementary, and First Baptist Church.
- We participated in the Touch-a-Truck event held on Johnston St. Oct. 27th.
- We conducted Live Fire training on Oct. 13th and 14th at Pitchi St. at N. Brightleaf Blvd. Over 100 Firefighters participated from all over the County.

**Town of Smithfield
Public Works Department
Oct. 31, 2018**



163 Total Work Orders completed by the Public Works Department

5 Burials, at \$700.00 each = \$3,500

0 Cremation Burial, \$400.00 each = \$0

\$0 Sunset Cemetery Lot Sales

\$0 Riverside Extension Cemetery Lot Sales

404.33 tons of household waste collected

156 tons of yard waste collected

515 tons of recycling collected

Town of Smithfield
Public Works Appearance Division
Cemetery, Landscapes, and Grounds Maintenance
Buildings, Facilities, and Sign Division
Monthly Report
Oct. 31, 2018



I. Statistical Section

5 _____ Burials

2 _____ Works Orders – Buildings & Facilities Division

19 _____ Work Orders – Grounds Division

50 _____ Work Orders – Sign Division

II. Major Revenues

Sunset Cemetery Lot Sales:	\$0.00
Riverside Ext Cemetery Lot Sales:	\$0.00
Grave Opening Fees:	\$3,500.00
Total Revenue:	\$3,500.00

III. Major Expenses for the Month:

None for the month.

IV. Personnel Update:

None for the month.

V. Narrative of monthly departmental activities:

The overall duties include daily maintenance on cemeteries, landscapes, right-of-ways, buildings and facilities. Employee participated in the Annual Flu Shot Clinic held at the SRAC. The Public Works Dept. had two safety training meeting during the month of October. One training session was on "Bloodborne Pathogens" with Jaime Pearce from Wellness Works of Johnston Health. The second safety training session was with Trooper Bridges with the NC State Highway Patrol Division of Public Safety for CDL Drivers with Class A and B licenses as well as Class C drivers.

Town of Smithfield
Public Works Drainage/Street Division
Monthly Report
Oct. 31, 2018



I. Statistical Section

- a. All catch basins in problem areas were cleaned on a weekly basis
- b. Provided traffic cones and roll-out containers for 3 special events this month.
- c. Cut 2 nuisance lots for Planning Department.
- d. Painted parking space areas on Bridge Street between 3rd and 4th.
- e. 27 - Work Orders – 1,425lbs. of Cold Patch was used for 27 Potholes.

II. Major Revenues

None for the month

III. Major Expenses for the Month:

\$1,227.62 to Hertz Rental for 2 ride-on 3 wheel sweepers used in Hurricane Florence cleanup, \$3,250 to Barbour Beaver Control for beaver control in major blue line ditches.

IV. Personnel Update:

None for the month

V. Narrative of monthly departmental activities:

Employee participated in the Annual Flu Shot Clinic held at the SRAC. The Public Works Dept. had two safety training meeting during the month of October. One training session was on "Bloodborne Pathogens" with Jaime Pearce from Wellness Works of Johnston Health. The second safety training session was with Trooper Bridges with the NC State Highway Patrol Division of Public Safety for CDL Drivers with Class A and B licenses as well as Class C drivers.

**Town of Smithfield
Public Works Department
Oct. 2018 Drainage Report**

Location: Woodall and SBL, s 3RD Street, Riverside Drive, 2nd Ave, 3rd Ave, College Rd, MLK, Blount Street, S 5th Street, Martin Street, Outlet Center Drive, Vacant lot across from Smith Collins Park.

Starting Date: 10/1/2018
 Completion Date: 10/5/2018
 Description: Cut FEMA lots and Right of Ways.
 Man-hours: 21hrs.
 Equipment: Bobcat tractor with bush hog, Scag mowers plus hand tools.
 Materials: N/A

Location: Oakland Cemetery.
 Starting Date: 10/3/2018
 Completion Date: 10/3/2018
 Description: Removed 3 large Oaks that were damaged by Hurricane Florence from the cemetery pathways.
 Man-hours: 8.25hrs.
 Equipment: 420 Cat backhoe, 304 Knuckleboom loader, 404 pickup plus chainsaws and hand tools.
 Materials: N/A

Location: N 9th Street behind Advance Auto, 18-B Sussex, 230-255-A, 270 Equity Drive, 1st and Sanders, 809 Martin Street, 701-A East Street, 29 Bradford Street, 5th and Brogden, Broadwell Parking Lot, Berkshire and Edgerton, 902 Berkshire, 116 Henley Place, 410 Canterbury Road, Futrell Way and Fayetteville, 708 Hancock Street, 7th and Lee Street, 708 S 5th Street, Glenn and S 5th Street.

Starting Date: 10/3/18
 Completion Date: 10/30/18
 Description: Repaired 27 potholes with 23.75 bags of Perma Patch.
 Man-hours: 11.75hrs.
 Equipment: 401 pickup plus hand tools.
 Materials: 23.75 bags of Perma Patch asphalt.

Location: 133 N 2nd Street.
 Starting Date: 11/17/2018
 Completion Date: 11/17/2018
 Description: Removed large bush from sidewalk area.
 Man-hours: 3hrs.
 Equipment: 420 Cat backhoe, knuckleboom truck, 401 pickup plus hand tools.
 Materials: N/A

Location: Riverside Cemetery, 100 S 2nd Street, 146 S 3rd Street, 310 E Johnston Street, 350 E Market Street.
Starting Date: 10/17/2018
Completion Date: 10/22/2018
Description: Assisted the Appearance Commission in removing 9 dead trees and 1 large Oak tree stump from right of way.
Man-hours: 19.15hrs.
Equipment: 420 Cat backhoe, 405 dump truck plus hand tools.
Materials: Dump truck load of topsoil.

Location: 121 N 4th Street.
Starting Date: 10/17/2018
Completion Date: 10/18/2018
Description: Delivered 12 traffic cones and 6 roll-out containers for Alive after Five event.
Man-hours: 2hrs.
Equipment: 401 pickup and trash truck.
Materials: N/A

Location: 231 Hospital Road.
Starting Date: 10/23/2018
Completion Date: 10/23/2018
Description: Repainted the hand rails in front of Public Works office.
Man-hours: 2hrs.
Equipment: N/A
Materials: Half of a gallon of yellow paint.

Location: 14 Peedin Road, NBL and Market (Old Rite Aid building).
Starting Date: 10/24/2018
Completion Date: 10/24/2018
Description: Cut 2 nuisance properties for planning Department.
Man-hours: 11.75hrs.
Equipment: Bobcat tractor plus bush hog, 420 Cat backhoe, 2 scag mowers plus hand tools.
Materials: N/A

Location: Community Park.
Starting Date: 10/25/2018
Completion Date: 10/25/2018
Description: Cut above ground swell from edge of tennis courts to catch basin for positive drainage.
Man-hours: 3hrs.
Equipment: 420 Cat backhoe plus hand tools.
Materials: N/A

Location: Riverside Cemetery, Community Park, S 3rd Street and Johnston Street.
Starting Date: 10/26/2018
Completion Date: 10/29/2018
Description: Dropped off cones and roll-out containers for Egg Haunt, Ghost walk and Touch a Truck events.
Man-hours: 7.67hrs.
Equipment: Trash truck, 401 and 905 pickup trucks with trailers.
Materials: N/A

Location: Bridge Street between N 3rd and N 4th Street.
Starting Date: 10/29/2018
Completion Date: 10/29/2018
Description: Painted parking spaces with traffic paint.
Man-hours: 4hrs.
Equipment: 401 pickup plus hand tools.
Materials: 1 gallon of white traffic paint.

**Town of Smithfield
Public Works Fleet Maintenance Division
Monthly Report
Oct. 31, 2018**



I. Statistical Section

8 Preventive Maintenances

5 North Carolina Inspections Outsourced

41 Work Orders

II. Major Revenues

None for the month

III. Major Expenses for the Month:

None for the month

IV. Personnel Update:

None for the month.

V. Narrative of monthly departmental activities:

The shop employee performed preventive maintenances on all Town owned generators. Employee participated in the Annual Flu Shot Clinic held at the SRAC. The Public Works Dept. had two safety training meeting during the month of October. One training session was on "Bloodborne Pathogens" with Jaime Pearce from Wellness Works of Johnston Health. The second safety training session was with Trooper Bridges with the NC State Highway Patrol Division of Public Safety for CDL Drivers with Class A and B Licenses as well as Class C drivers.

**Town of Smithfield
Public Works Sanitation Division
Monthly Report
Oct. 31, 2018**



I. Statistical Section

The Division collected from approximately 4100 homes, 4 times during the month

- a. Sanitation forces completed 38 work orders
- b. Sanitation forces collected tons 404.33 of household waste
- c. Sanitation forces disposed of 78 loads of yard waste and debris at Spain Farms Nursery
- d. Recycled 0 tons of clean wood waste (pallets) at Convenient Site Center
- e. Town's forces collected 0 tons of construction debris (C&D)
- f. Town disposed of 0 scrap tires that was collected at Convenient Site Center
- g. Recycling forces collected 3.25 tons of recyclable plastic
- h. Recycled 1840 lbs. of cardboard material from the Convenient Site Center
- i. A total of 0 gals of cooking oil was collected at the Convenient Site Center
- j. Recycled 2060 lbs. of plastics & glass (co-mingle) from the Convenient Site Center
- k. Recycled .22 lbs. of yard waste to Johnston County landfill.

II. Major Revenues

- a. Received \$0 from Sonoco Products for cardboard material
- b. Sold 0 lbs. of aluminum cans for \$0
- c. Sold 0 lbs. of shredder steel for \$0 to Omni Source

III. Major Expenses for the Month:

Spain Farms Nursery was paid \$2,112.00 for disposal of yard waste and debris.
Paid \$621.54 to Jo.Co. Public Health Dept. for immunization for Sanitation crew. Paid \$512.38 to Landis Bullock for 2 weed eaters.

IV. Personnel Update:

Jesse Sparks obtained his CDL Class B license 10/17/2018

V. Narrative of monthly departmental activities:

The department worked closely with Parks & Recreation providing traffic control devices and event containers for special events held at the SRAC.
17th Provide cone and cans for live after five. Oct. 25th Provide cones for the Ghost Walk, Oct. 27th Provided cones and cans for Touch A Truck cones
Oct. 31st Provided cone and cans for Halloween event.
Flu Shot Clinic held at the SRAC. The Public Works Dept. had two safety training meeting during the month of October. One training session was on "Bloodborne Pathogens" with Jaime Pearce from Wellness Works of Johnston Health. The second safety training session was with Trooper Bridges with the NC State Highway Patrol Division of Public Safety for CDL Drivers with Class A and B licenses as well as Class C drivers.
Community Service Workers worked 0 hrs. **205**



PARKS AND RECREATION

MONTHLY REPORT FOR OCTOBER, 2018

PROGRAMS SATISTICS	OCTOBER, 2018		OCTOBER, 2017	
NUMBER OF PROGRAMS	12		14	
TOTAL ATHLETICS PARTICIPANTS	398		388	
TOTAL NON/ATHLETIC PARTICIPANTS	1853		776	
NUMBER OF GAMES PLAYED	93		101	
TOTAL NUMBER OF PLAYERS (GAMES)	2328		2448	
NUMBER OF PRACTICES	54		31	
TOTAL NUMBER OF PLAYER(S) PRACTICES	851		2127	
	OCTOBER, 2018	18/19 FY YTD	OCTOBER, 2017	17/18 FY YTD
PARKS RENTALS	32	109	27	102
USERS (PARKS RENTALS)	758	8855	877	12394
TOTAL UNIQUE CONTACTS	5,790			
	OCTOBER, 2018	18/19 FY YTD	OCTOBER, 2017	17/18 FY YTD
FINANCIAL STATISTICS				
PARKS AND RECREATION REVENUES	\$ 15,542.00	\$ 21,055.00	\$ 7,279.00	\$ 38,381.00
PARKS AND RECREATION EXPENDITURES (OPERATIONS)	\$ 67,322.00	\$ 232,816.00	\$ 52,712.00	\$ 221,719.00
PARKS AND RECREATION EXPENDITURE (CAPITAL OUTLAY EQUIP)	\$ 8,737.00	\$ 44,253.00	\$ -	\$ 31,259.00

HOSTED TRUNK OR TREAT WITH ESTIMATED 1000+ PARTICIPANTS (CHILDREN AND PARENTS)
 HOSTED MOVIE IN THE PARK WITH ESTIMATED 200+ IN ATTENDANCE
 HOSTED HALLOWEEN EGG HAUNT WITH ESTIMATED 250+ PARTICIPANTS



**SMITHFIELD RECREATION
AND AQUATICS CENTER**

SRAC MONTHLY REPORT FOR OCTOBER, 2018

PROGRAMS SATISTICS	OCTOBER, 2018		OCTOBER, 2017	
NUMBER OF PROGRAMS	27		28	
TOTAL CONTACT WITH PROGRAM PARTICIPANTS	2582		1619	
	OCTOBER, 2018	18/19 FY YTD	OCTOBER, 2017	17/18 FY YTD
SRAC MEMBER VISITS	2804	16424	4575	22177
DAY PASSES	301	4048	250	3754
RENTALS (SRAC)	62	269	42	188
USERS (SRAC RENTALS)	3890	16042	390	10420
TOTAL UNIQUE CONTACTS	9,577			
	OCTOBER, 2018	18/19 FY YTD	OCTOBER, 2017	17/18 FY YTD
FINANCIAL STATISTICS				
SRAC REVENUES	\$ 46,577.00	\$ 237,756.00	\$ 49,503.00	\$ 242,360.00
SRAC EXPENDITURES	\$ 73,815.00	\$ 326,886.00	\$ 69,338.00	\$ 287,754.00
SRAC MEMBERSHIPS	1566			



- **Statistical Section**

- Electric CP Demand 25,715 Kw relative to September's demand of 26,891 Kw.
- Electric System Reliability for was 99.976%, with three (3) recorded outage; relative to September's 99.803%.
- Raw water treated on a daily average was 3.432 MG relative to 3.370 MG for September; with maximum demand of 5.000 MG relative to September's 3.918 MG.
- Total finished water to the system was 104.602 MG relative to September's 99.401 MG. Average daily for the month was 3.374 MG relative to September's 3.206 MG. Daily maximum was 4.644 MG (October 31st) relative to September's 3.780 MG. Daily minimum was 1.717 (October 9th), relative to September's 2.662 MG.

- **Miscellaneous Revenues**

- Water sales were \$227,312 relative to September's \$232,758
- Sewer sales were \$371,525 relative to September's \$372,084
- Electrical sales were \$1,363,727 relative to September's sales of \$1,504,730
- Johnston County Water purchases were \$139,648 for 69.824 MG relative to September's \$110,438 for 55.219 MG.

- **Major Expenses for the Month**

- Electricity purchases were \$1,026,962 relative to September's \$1,098,643
- Johnston County sewer charge was \$155,191 for 47.025 MG relative to September's \$229,234 for 68.545 MG.

- **Personnel Changes –**

- Carl Garner retired from employment on October 29
- Glenn Anderson began employment as a Utility Line Mechanic on October 23



**Town of Smithfield
Electric Department
Monthly Report
October, 2018**

I. Statistical Section

- Street Lights repaired –51
- Area Lights repaired -18
- Service calls – 59
- Underground Electric Locates –204
- Poles changed out, installed or removed-3
- Underground Services Installed/Repaired -1

II. Major Revenues

- N/A

III. Major Expenses for the Month:

- N/A

IV. Personnel Update:

- Utility Dept. had a Safety meeting on Work Zone Safety.
- Electrical Dept. had one person to retire as of 10-29-2018. We are now short 2 employees.

V. Miscellaneous Activities:

- Continuing conversion work on the south side of Town. (Holding St. to Wellons St.)
- Installed electrical/communication conduit to new front gate call box.
- Installed/connected new service at 100 Kellie Dr. Emerge-Othro.
- Installed underground conduit along Kellie Dr.



WATER & SEWER

OCTOBER 2018 MONTHLY REPORT

● DISCONNECT WATER	7
● RECONNECT WATER	3
● TEST METER	0
● TEMPORARY METER SET	2
● DISCOLORED WATER CALLS	2
● LOW PRESSURE CALLS	2
● NEW/RENEW SERVICE INSTALLS	2
● LEAK DETECTION	14
● METER CHECKS	23
● METER REPAIRS	4
● WATER MAIN/SERVICE REPAIRS	3
● STREET CUTS	3
● REPLACE EXISTING METERS	11
● INSTALL NEW METERS	1
● FIRE HYDRANTS REPAIRED	0
● FIRE HYDRANTS REPLACED	2
● SEWER REPAIRS	4

- CLEANOUTS INSTALLED 7
- SEWER MAIN CLEANED 3269LF
- SERVICE LATERALS CLEANED 435LF
- SERVICE CALLS 83
- LOCATES 192

- SERVICE AND MAINTAINED ALL 18 LIFT STATIONS 2 TIMES PER WEEK
- INSPECTED ALL AERIAL SEWERS ONE TIME
- INSPECTED HIGH PRIORITY MANHOLES WEEKLY

MAJOR EXPENSES FOR THE MONTH OF OCTOBER

- Purchase new 4" bypass pump from Godwin Pumps.
- RD Braswell will be finishing up on Old Goldsboro Rd water line.

PERSONNEL UPDATES

- Glenn Anderson Started

UPCOMING PROJECTS FOR THE MONTH OF NOVEMBER

- Contractor has started utility installation at Smithfield Living Facility
- Braswell will be continuing to work on Kellie Dr. water and sewer installation
- Emergency waterline replacement on S 2nd St between Riverside Dr. and E Davis St.
- Replacing control cabinets at SLS stations 9, 10, & 6

Smithfield Water Plant
Distribution Sampling Site Plan

Hydrant Flushing

Street Name	Date	Chlorine	Time	Gallons	Psi	Street Name	Date	Chlorine	Time	Gallons	PSI
Stephenson Drive	10/29/18	3.2	15	7965	10	North Street	10/31/18	3.4	15	17820	40
Computer Drive	10/29/18	3.4	15	31860	10	West Street	10/31/18	3.4	15	78030	50
Castle Drive	10/29/18	3.4	15	7965	10	Regency Drive	10/31/18	3.4	15	63720	60
Parkway Drive	10/29/18	3.4	15	63720	40	Randers Court	10/31/18	3.4	15	15930	40
Garner Drive	10/29/18	3.4	15	63723	40	Noble Street	10/31/18	3.2	15	15930	40
Hwy 210 LIFT ST.	10/29/18	3	15	15930	40	Fieldale Dr#1(L)	10/31/18	3.2	15	63720	40
Skyland Drive	10/29/18	3.3	15	7965	10	Fieldale Dr#2(R)	10/31/18	3.2	15	63720	40
Bradford Street	10/29/18	2.6	15	15930	10	Heather Court	10/31/18	3.2	15	15930	40
Kellie Drive	10/29/18	3.2	15	7965	10	Reeding Place	10/31/18	3.4	15	15930	40
Edgewater	10/29/18	3.6	15	7965	10	East Street	10/31/18	3.4	15	63720	40
Edgcombe	10/29/18	2.6	15	15930	40	Smith Street	10/31/18	3.2	15	63720	40
Valley Wood	10/29/18	3.2	15	63720	40	Wellons Street	10/31/18	3.4	15	63720	40
Creek Wood	10/29/18	3.2	15	63720	40	Kay Drive	10/24/18	1.2	15	38985	15
White Oak Drive	10/29/18	3	15	7965	10	Huntington Place	10/24/18	1.4	15	38985	15
Brookwood Drive	10/29/18	2.8	15	22515	5	N. Lakeside Drive	10/24/18	1.4	15	9750	15
Runnymede Place	10/29/18	3.2	15	31860	10	Cypress Point	10/24/18	1.4	15	34890	12
Nottingham Place	10/30/18	3.2	15	38985	10	Quail Run	10/24/18	1.6	15	8715	12
Heritage Drive	10/30/18	3.2	15	38985	10	British Court	10/24/18	1.6	15	8715	12
Noble Plaza #1	10/30/18	2.6	15	9750	10	Tyler Street	10/24/18	1.6	15	78030	60
Noble Plaza #2	10/30/18	2.6	15	9750	10	Yelverton Road	10/24/18	2	15	63720	40
Pinecrest Street	10/30/18	2.8	15	19500	10	Ava Gardner	10/24/18	3	15	63720	40
S. Sussex Drive	10/30/18	3.4	15	31860	10	Waddell Drive	10/24/18	3	15	7965	10
Elm Drive	10/30/18	3.2	15	9750	10	Henly Place	10/24/18	3	15	8715	12
Bradford Street	10/30/18	2.6	15	38985	10	Birch Street	10/24/18	3.2	15	34890	12
Coor Farm Supply	10/30/18	2.6	15	7965	10	Pine Street	10/24/18	3.2	15	38985	15
Old Goldsboro Rd.	10/30/18	3.2	15	7965	10	Oak Drive	10/25/18	3.2	15	37695	14
Hillicrest Drive	10/31/18	3.2	15	31860	10	Cedar Drive	10/25/18	3.2	15	31860	10
Eason Street	10/31/18	3.4	15	38985	40	Aspen Drive	10/25/18	3.2	15	34890	12
Magnolia circle	10/31/18	3.4	15	78030	40	Furlonge Street	10/25/18	3.4	15	34890	12
Rainbow Drive	10/31/18	1.4	15	19500	60	Golden Corral	10/25/18	3.4	15	40290	16
Rainbow Circle	10/31/18	1.4	15	19500	60	Holland Drive	10/25/18	3	15	9750	15
Moonbeam Circle	10/31/18	1.4	15	19500	60	Davis Street	10/25/18	3.4	15	34890	12
Ray Drive	10/31/18	3.2	15	15930	60	Caroline Ave.	10/25/18	3.4	15	31860	10
Will Drive	10/31/18	3.2	15	63720	40	Johnston Street	10/25/18	3.4	15	38985	15
Michael Lane	10/31/18	3.4	15	63720	40	Ryans	10/25/18	3	90	9750	15
Ward Street	10/31/18	3.2	15	15930	40						



MONTHLY WATER LOSS REPORT

October, 2018

(5) Meters with slow washer leaks

(2) $\frac{3}{4}$ " Line, $\frac{1}{8}$ " hole – 1days

$\frac{3}{4}$ " Line, $\frac{1}{8}$ " hole – 1week