



Monday, April 25, 2021
6:30 pm
Town Hall Council Chambers

**CONTINUATION OF THE RECESSED
APRIL 5, 2022 MEETING
TO DISCUSS
THE FY 2022-2023 BUDGET**

I. Reconvene

II. Approval to Amend the Agenda

III. Consent Agenda Items

1. **Special Event: Third StrEATery** – The Downtown Smithfield Development Corporation is seeking approval to hold the events on April 22, May 20, June 17, July 15, August 19 and September 23, 2022 from 6:00 pm until 9:00 pm in the 100 block of South Third Street. This request includes the use of amplified sound and the closure of South Third Street. The DSDC is also requesting that these events be approved as an annual events..... 1
2. **Special Event: Grand Opening Event** - Bulldog Harley-Davidson is seeking approval to hold a grand opening event at 1043 Outlet Center Drive on April 30th, 2022 from 10:00 am until 6:00 pm. This request includes the use of amplified sound and alcoholic beverages..... 6
3. **Special Event: Parking Lot Party:** C. Millard Stallings is seeking approval to amend this previously approved semi-annual event to include the closure of North Fourth Street near his building.....10

IV. Topics of Discussion:

1. **Presentation: FY 2022-2023 Budget Overview**
(Town Manager – Michael Scott)

2. Utilities

- a. Water Plant**
- b. Water/Sewer**
- c. Electric**

3. General Fund

- a. Revenues**
- b. Non-Departmental & Nonprofit Requests**
- c. General Fund Debt Service**
- d. General Government**
- e. Finance**
- f. Planning**
- g. Police**
- h. Fire**
- i. Public Works**
 - i. Streets**
 - ii. Garage**
 - iii. Powell Bill**
 - iv. Sanitation**
- j. Parks and Recreation**
- k. SRAC**
- l. Sarah Yard Community Center**
- m. Storm Water**

4. Fee Schedule

V. Adjourn



Request for Town Council Action

**Consent
Agenda
Item:** Application
for
Temporary
Use Permit
Date: 4/25/2022

Subject: Temporary Use Permit
Department: Planning Department
Presented by: Planning Director – Stephen Wensman
Presentation: Consent Agenda Item

Issue Statement

The Council is being asked to allow the Downtown Smithfield Development Corporation (DSDC) to hold Third StrEATery in the 100 Block of S. Third Street.

Financial Impact

Action Needed To approve the Temporary Use Permit Application

Recommendation Staff recommends approval of the Temporary Use Permit Application

Approved: Town Manager Town Attorney

Attachments:

1. Staff Report
2. Temporary Use Permit Application
3. Area Map



Staff Report

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

The Downtown Smithfield Development Corporation (DSDC) would like to hold Third StrEATery in the 100 block of S. Third Street April 22, May 20, June 17, July 15, August 19 and September 23, 2022. The events would begin at 6:00 pm and end at 9:00 pm with amplified sound being used during that same time. Over 100 people are expected to attend. Tables and chairs would be set up in the 100 block of S. Third Street to provide additional dining space for the restaurants on Third Street. A musician (or duo) will perform.

The DSDC requests the ability for people to consume wine and beer on the street and sidewalks within the event area, pursuant to section 17-7 of the Town's code of ordinances. Attendees will not be allowed to bring in alcohol from outside the event area, and attendees will not be able to consume fortified wine or spirituous liquor in the street. The DSDC will hire two off-duty Smithfield Police officers.

They also request the ability to allow downtown retailers without a storefront in the 100 block of S. Third Street to set up tables and tents to sell their merchandise. Ten trash cans have been requested, and the 100 block of S. Third Street has been requested to be closed. Food and goods will be sold by downtown businesses.

They are requesting that these events be approved as annual events.



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

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

Temporary Use Permit Application

TYPES OF TEMP USE OR EVENT

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

OTHER TEMP USES

- Modular Office Units
- Emergency, construction and repair residence
- Temporary storage facility (portable storage unit)
- Sale of agricultural products grown off-site
- Sale of Fireworks
- Other (please describe) _____

Third StrEATery	100 block of S. Third Street
Name of Event	Location of Event/Use (exact street address)

Name Sarah Edwards Address 200 S. Front Street, Smithfield, NC 27577

Phone number (919) 934-0887 Email address sarah@downtownsmithfield.com

Event date 2022: 4/22, 5/20, 6/17, 7/15, 8/19, 9/23 Will alcohol be sold or served? Sold by downtown restaurants

Event start time 6:00pm Event end time 9:00pm

Event set up time 4:00pm (3:00pm on 9/16) Event cleanup time 11 00pm

Sound amplification hours 6-9pm Will food or goods be sold? Yes

Food Trucks if applicable n/a (requires a valid permit from NC Department of Agriculture, a copy of the vehicle or trailer registration and/or ABC Permit, if applicable and must be submitted with this application).

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

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

If any town streets require closure, please list all street names. 100 block of S. Third Street

Are event trash cans needed? Yes How many? 10

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

Payment received by: _____

CERTIFICATION OF APPLICANT AND/OR PROPERTY OWNER

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

Sarah Edwards  2/21/2022
Applicant's Name (print) Signature Date

Planning Director signature:  Date: 2/22/22

OWNERS AUTHORIZATION

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

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

Property owners name (print) _____

Address _____ Zip _____

Phone number _____ Email _____

Signature: _____ Date: _____





Request for Town Council Action

**Consent
Agenda
Item:** Application
for
Temporary
Use Permit
Date: 4/25/2022

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

Issue Statement

Bulldog Harley-Davidson is requesting to hold a grand opening event at 1043 Outlet Center Drive on April 30th, 2022.

Financial Impact

Action Needed Council approval of the Temporary Use Permit Application

Recommendation Staff recommends approval of the Temporary Use Permit Application

Approved: Town Manager Town Attorney

Attachments:

1. Staff Report
2. Temporary Use Permit Application



Staff Report

Consent
Agenda
Item:

Application
for
Temporary
Use Permit

Bulldog Harley-Davidson would like to hold a grand opening at their business located at 1043 Outlet Center Drive. This event would take place on April 30, 2022 between 10:00 am and 6:00 pm. More than 100 people will be attending and a rather large crowd is expected. Amplified sound will be used between 11:00 am-6:00 pm. Live music is scheduled as well as games, giveaways and free food. Beer will be given away by a beer truck with ABC License and Insurance, with a 2-beer maximum and wrist bands will be required. Two people will be carding anyone that requests the free beer. No Town property will be used and no trash cans have been requested. The applicant has hired NC Special Police & Security out of Fayetteville to provide a police presence, they will have 8 armed guards with 3 security cars. Smithfield Police will also monitor the crowd as needed. The applicant says this is a family friendly event and he will make sure it is carried out without any incident.



Town of Smithfield
 Planning Department
 P.O. Box 761 or
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 Smithfield, NC 27577

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Temporary Use Permit Application

TYPES OF TEMP USE OR EVENT

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

OTHER TEMP USES

- Modular Office Units
- Emergency, construction and repair residence
- Temporary storage facility (portable storage unit)
- Sale of agricultural products grown off-site
- Sale of Fireworks
- Other (please describe) _____

<u>Bulldog Harley-Davidson Grand Opening</u> Name of Event	<u>1043 Outlet Center Dr</u> Location of Event/Use (exact street address)
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Name <u>Bulldog Harley Davidson</u>	Address <u>1043 Outlet Center Dr.</u>
Phone number <u>910-734-8509</u>	Email address <u>carson@bulldogharleydavidson.com</u>
Event date <u>4/30/22</u>	Will alcohol be sold or served? <u>yes</u>
Event start time <u>10am</u>	Event end time <u>6pm</u>
Event set up time <u>around 9am</u>	Event cleanup time <u>6pm-7pm</u>
Sound amplification hours <u>11-6pm</u>	Will food or goods be sold? <u>no</u>

Food Trucks if applicable _____ (requires a valid permit from NC Department of Agriculture, a copy of the vehicle or trailer registration and/or ABC Permit, if applicable and must be submitted with this application)

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

Will any town property be used (i.e., streets, parks, greenways)? no

If any town streets require closure, please list all street names. none

Are event trash cans needed? no How many? 1

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

Payment received by: _____

CERTIFICATION OF APPLICANT AND/OR PROPERTY OWNER

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

Carson Baker [Signature] 4/6/22
Applicant's Name (print) Signature Date

Planning Director signature: [Signature] Date: 4/19/22

OWNERS AUTHORIZATION

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

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

Property owners name (print) Carson Baker
Address 1043 Outlet Center Dr Zip 27577
Phone number 910-734-8509 Email carson@bulldogharleydavidson.com
Signature: [Signature] Date: 4/6/22



Request for Town Council Action

Consent
Agenda
Item:
Date: 4/25/2022

Application
for
Temporary
Use Permit

Subject: Spring Parking Lot Party
Department: Planning Department
Presented by: Planning Director – Stephen Wensman
Presentation: Consent Agenda Item

Issue Statement

C Millard Stallings is requesting to amend his previously approved (as an annual event) Spring Parking Lot Party at 121 N. Fourth Street on May 4, 2022.

Financial Impact

N/A

Action Needed Council approval of the Temporary Use Permit Application

Recommendation Staff recommends approval of the Temporary Use Permit Application

Approved: Town Manager Town Attorney

Attachments:

1. Staff Report
2. Temporary Use Permit Application



Staff Report

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

At the May 3, 2016 regular meeting, the Town Council approved C. Millard Stallings' semi-annual parking lot party as annual Town events. Not included in the originally approved request was the closure of a portion on North 4th Street. Mr. Stallings is now requesting that a portion of North 4th Street near his building be closed off to traffic

The Spring Parking Lot Party will be held at 121 N. Fourth Street on May 4, 2022 from 5:30 pm-10:00 pm. This event is free to the public. Beer and wine will be given away; as well as, food. Sound will be amplified between 5:45 pm and 9:30 pm via live music. More than 100 people are expected to attend. 7 trash cans have been requested from Public Works as well as 12 cones. The applicant has requested they be delivered on May 3rd.



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

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Temporary Use Permit Application

TYPES OF TEMP USE OR EVENT

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

OTHER TEMP USES

- Modular Office Units
- Emergency, construction and repair residence
- Temporary storage facility (portable storage unit)
- Sale of agricultural products grown off-site
- Sale of Fireworks
- Other (please describe) _____

<u>Spring Parking Lot Party</u> Name of Event	<u>121 N 4th St</u> Location of Event/Use (exact street address)
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Name <u>Millard Stallings</u>	Address <u>millard@mutualbuildersinc.com</u>
Phone number <u>919 219 6373</u>	Email address _____
Event date <u>5/4/2022</u>	Will alcohol be sold or served? <u>(served)</u>
Event start time <u>5:30 pm</u>	Event end time <u>10:00 pm</u>
Event set up time <u>2:30 pm</u>	Event cleanup time <u>10:00 pm</u>
Sound amplification hours <u>5:45pm-9:30pm</u>	Will food or goods be sold? <u>No</u>
# Food Trucks if applicable <u>N/A</u> (requires a valid permit from NC Department of Agriculture, a copy of the vehicle or trailer registration and/or ABC Permit, if applicable and must be submitted with this application).	

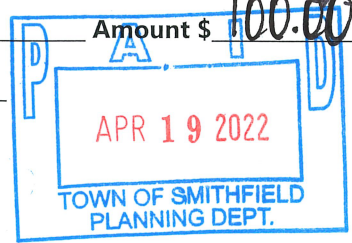
Security agency name & phone, if applicable: None
 (If using Smithfield Police, applicant must contact the PD to schedule security.)

Will any town property be used (i.e., streets, parks, greenways)? Yes Close portion of N. 4th St. in front of bldg
 If any town streets require closure, please list all street names. See Mike Scott

Are event trash cans needed? Yes How many? 7 also 12 Cones (Need del. on Tues 5/3)

Method of Payment: Cash _____ Check# 1052 Credit Card _____ Amount \$ 100.00

Payment received by: Julie Edmonds



CERTIFICATION OF APPLICANT AND/OR PROPERTY OWNER

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

C Millard Stallings [Signature] 4/19/2022
Applicant's Name (print) Signature Date

Planning Director signature: [Signature] Date: 4/19/22

OWNERS AUTHORIZATION

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

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

Property owners name (print) C Millard Stallings
Address _____ Zip _____

Phone number _____ Email _____

Signature: _____ Date: _____