



# Town of Youngsville

Board of Commissioners

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## MINUTES BOARD OF COMMISSIONERS

**MARCH 12, 2020  
7:00PM**

### REGULAR MEETING

### YOUNGSVILLE COMMUNITY HOUSE

Mayor Fonzie Flowers called the Board Meeting of the Town of Youngsville Board of Commissioners to order at 7:00pm. Commissioner Hedlund gave invocation. In attendance were Commissioners Cat Redd, Terry Hedlund, Larry Wiggins, Joseph Johnson and Scott Brame. Others in attendance were Town Administrator Phillip Cordeiro, Town Clerk / Tax Collector Emily Hurd, Planning and Zoning Administrator Bob Clark, Police Chief J. G. Whitley, Attorney Edward Bartholomew and Parks and Recreation Director Andrew Smith. A representative from the Franklin Times was also present.

#### **MOTION: TO APPROVE THE AGENDA AS SUBMITTED**

The motion was made by Commissioner Redd and was seconded by Commissioner Hedlund. The motion passed unanimously.

The next item on the agenda was recognition of Faith Baptist Church for contributions to the Town of Youngsville. Smith thanked Faith Baptist Church and all their members and staff that are with us tonight. He thanked them for their generosity for providing us with a gym and helping our programs grow. Because of this, Youngsville set a record for participants in our basketball league and helped serve our community better. Through this partnership we were able to conduct one of the smoothest basketball seasons that Smith has ever been a part of. He is looking forward to continuing this partnership.

Smith thanked Steven Wade, Megan Chadwick, Evan West, Ben McRoy, and Patrick Cottrell for all their support and help during basketball season.

Smith asked Aubrey Cooper to join him at the podium so he could be recognized for his contributions this past season. When Pastor Cooper first pitched this idea back in the fall, Smith stated he knew there would be some growing pains associated with the increase in

participants. The last thing Pastor Cooper told him that day was “We are going to be here for you and support you and the Town in any capacity that we can”. Smith stated he certainly stuck by that comment throughout each step. Smith stated that regardless of what he needed; Pastor Cooper was there. Over the last six months of meetings, observing practices and games, one thing was consistent; Pastor Cooper was there. He was always ready to help and make a difference. For this, Smith and the Town thank Pastor Cooper. Smith presented Pastor Cooper with a Youngsville Parks and Recreation official jacket.

Pastor Cooper thanked Smith. He stated he was happy to partner with the Town as he believes when people work together, they serve better. Pastor Cooper stated he was excited about what they were doing, about the kids and families that are coming through both gyms and everything else that is happening. Pastor Cooper stated he and Smith want to officially extend this partnership for the upcoming year. He thanked everyone, including Smith and the Board, for all they have done for the town.

The next item on the agenda was citizens’ comments. Mary Powell thanked the Police Department for their efforts in closing S Nassau Street to through traffic. She stated it was very helpful and the neighborhood felt safe enough for the children to play outside. Mrs. Powell noted drivers were still coming down the street but were having to turn around. This caused them to make a left onto Highway 96 from Persimmon Street. Mrs. Powell stated she really appreciated the road being closed as it was nice with less traffic.

Brian Whitley introduced himself as one of the owners of The Victorian on SE Railroad Street. He wanted to start a conversation regarding the noise ordinance. There were a few items he wished to have revised and requested to be on the April Agenda. Mr. Whitley asked if the Board needed any information from him. The changes he was requesting included the cut off time and the limitation on hours per year per location. From his understanding, one of those rules was not really followed so it may need to be removed. Commissioner Redd asked what he wished to extend the hours to and Mr. Whitley stated he was asking for 10pm or 11pm, maybe only on the weekends. He felt these changes would help the economy as well as small businesses. Mayor Flowers clarified The Victorian hosted events like weddings and other special events. He stated he had spoken with Staff regarding the problem. Mayor Flowers stated the Board could look at the proposed changes and possibly make some adjustments. Cordeiro stated another meeting with Staff may help gather the needed information. He suggested including information regarding the total number of rentals and events to give the Board a concept of the true aspect of the business, and what it will mean to businesses if the hours were extended and Mr. Whitley stated that would be fine. Cordeiro noted that once he got the information to Staff, they could then get it to the Board for review. Mr. Whitley stated other local businesses were supporting him in his request. Commissioner Wiggins cautioned the Board to consider the residents in the area. He felt that conversations should be had with them as well. Cordeiro stated the citizens would be alerted in a similar fashion as the residents were about closing S Nassau Street and a Public Hearing would be held for comments. The Board should have all the information when it comes time to decide.

The next item on the agenda was the Financial Report. Cordeiro stated everything was going as planned. The Budget Amendment was straightforward, and it was taking the

projected numbers from the beginning of the year and correcting them to the current numbers. Cordeiro stated there were no shortages.

The next item on the agenda was the approval of the Consent Agenda. The Consent Agenda consisted of:

- Minutes from the Regular Board Meeting – February 13, 2020
- Tax Collector’s Report
- Police Department Report
- Budget Amendment – 2020-3

**MOTION: TO APPROVE THE CONSENT AGENDA**

The motion was made by Commissioner Hedlund and was seconded by Commissioner Wiggins. The motion passed unanimously.

The next item on the agenda was Old Business. There was no Old Business.

The next item on the agenda was New Business. The first item under New Business was to consider a Watershed High-Density Development Application for McLeod Self Storage at 104 Tarboro Road. Clark explained this was the first one to come before the Board in over a decade. He stated this Application came in under the old Ordinance but noted the watershed regulations are basically the same. The applicant, Harry Mitchell of Mitchell Design Group, PLLC, was in attendance should the Board have any questions.

Clark read the highlights of the Memo to the Board.

The applicant was requesting approval of a watershed high-density development permit to construct a self-storage facility at 104 Tarboro Road. This permit would allow the applicant to increase the density of development within the Little River Watershed to a maximum of 70% built-upon area with 10% impervious surface coverage per the North Carolina Department of Environmental Quality’s (NCDEQ) 10/70 rule. The total area contained in the Little River Watershed is 410 acres and the sum of impervious surface for all non-residential development within the watershed is 8.674 acres (including the proposed facility), for a total of 2.12% impervious surface area.

The site is currently zoned Mixed Use 2 (MU2). Dollar General is the adjacent parcel to the west while the parcel to the east and south is vacant. The existing Gatekeeper Self Storage Facility is across the street. All surrounding parcels are zoned MU2.

Youngsville Zoning Ordinance 310.2.1 states:

1. Non-single-family development shall not exceed thirty (30) percent built-upon area. For the purpose of calculating built-upon area, total project area shall include total acreage in the tract on which the project is to be developed.

Youngsville Zoning Ordinance Section 310.3.4 states:

1. The use must not endanger the public health or safety if located where proposed and developed according to the plan as submitted and approved;

2. The use minimizes the impacts to water quality through the use of best management practices, cluster development, and/or maximum setbacks from perennial waters; and
3. The use is vital to the continued growth and economic development of the Town; The Board shall find a development as vital if one or more of the following are met:
  - a. The development when completed and fully occupied will increase the tax base of the town, or;
  - b. The development will create full-time employment positions not including construction and development of the use, or;
  - c. The development is an expansion or affiliate of an existing development located within the watershed and requires a location in close proximity to the existing facility; or
  - d. The use is consistent with the official Land Use Plan for Youngsville.

If the Board finds that any one of the above conditions or standards are not met, the Board shall deny the application.

Planning Staff notes that all Technical Review Committee comments have been satisfied, the standards and conditions outlined above have all been met, and Planning Staff recommends approval.

Clark noted the site plans have been under review for some time. The next step will be through NC DOT concerning access to the property. The plans have been through the Technical Review Committee and they meet all requirements. Under the terms of the Zoning Ordinance, Section 3 on page 2 of the memo applies. The requested project would increase the tax base, create full-time employment, and be consistent with the Comprehensive Land Use Plan. With that in mind, Planning Staff recommends approval. Clark stated the motion would need to include Section 3.a,b, and d.

**MOTION: TO APPROVE THE WATERSHED HIGH-DENSITY DEVELOPMENT APPLICATION BY MITCHELL DESIGN GROUP, PLLC FOR 104 TARBORO ROAD PER YOUNGSVILLE ZONING ORDINANCE 310.3.4 (3 A, B, AND D)**

The motion was made by Commissioner Redd and was seconded by Commissioner Johnson. The motion passed unanimously.

The second item under New Business was a Resolution in support of measures to increase the future capacity of the Franklin County Public Utilities (FCPU) local water supply. Mayor Flowers stated Cordeiro has sent several items with some of the dire issues we are facing as a Town, along with Franklin County as a whole, concerning water supply. Cordeiro stated he spoke with Franklin County Manager Angela Harris concerning this matter. They are aware of this Resolution and he will share it at the next Franklin County Board of Commissioners' meeting on Monday. He noted that Franklinton has also indicated they will pass a similar Resolution.

**MOTION: ADOPT THE RESOLUTION IN SUPPORT OF MEASURES TO INCREASE THE FUTURE CAPACITY OF THE FRANKLIN COUNTY PUBLIC UTILITIES LOCAL WATER SUPPLY**

The motion was made by Commissioner Hedlund and was seconded by Commissioner Wiggins. Commissioner Redd noted it was a big deal that Franklinton was helping. Cordeiro anticipates that Bunn will as well though he has not received confirmation. Commissioner Brame thanked Cordeiro for his work on this. The motion passed unanimously.

The third item under New Business was a Resolution in support of adopting county zoning in Youngsville's former area of extraterritorial jurisdiction (ETJ). Cordeiro explained that an injunction has been filed by Attorney Bartholomew to help preserve the Town's previous zoning until Franklin County adopts their zoning. This should happen in early April and the courts will be able to release the injunction. This Resolution shows support of what Franklin County is doing.

**MOTION: ADOPT THE RESOLUTION IN SUPPORT OF ADOPTING COUNTY ZONING IN YOUNGSVILLE'S FORMER AREA OF EXTRATERRITORIAL JURISDICTION**

The motion was made by Commissioner Redd and was seconded by Commissioner Wiggins. The motion passed unanimously.

The fourth item under New Business was to appoint Kari Patton-Motluck as Finance Officer, with related authority to co-sign checks.

**MOTION: TO APPOINT KARI PATTON-MOTLUCK AS FINANCE OFFICER, WITH RELATED AUTHORITY TO CO-SIGN CHECKS**

The motion was made by Commissioner Johnson and was seconded by Commissioner Wiggins. The motion passed unanimously.

The next item on the agenda was Reports and Other Business. Mayor Flowers stated he was very proud of the Adult League Basketball Champions, Skywalkers. He noted Smith scored a career high and Carey Johnson had a great game as well. Mayor Flower noted that afterschool sports, including Allstars, has been put on hold due to the COVID-19 Virus. He hoped this would pass quickly and wished everyone to stay safe.

Cordeiro stated he appreciated Mrs. Powell's comments earlier concerning S Nassau Street. He explained they have been working with Google Maps to show the street closure. At this time, GPS does still show the road open and it will take approximately 15-30 days to correct. Cordeiro noted as time passes, more people will realize its closed.

Cordeiro explained the current plan is to refinance Town Hall and build a new Public Works Facility then finish the Town Hall by adding some offices and a meeting space for the Board. The upgrades will provide additional resources, such as training space.

Cordeiro explained the engineer will develop site plans for the Public Works Facility on S College Street near the pump station. He will present more information during next week's Budget Workshop.

Cordeiro stated the Community House would be renovated during April 10<sup>th</sup> – 17<sup>th</sup>. Renovations will include the bathroom and doors.

Cordeiro noted he was meeting with NC DOT on Monday, Commissioners Brame and Hedlund would also attend. Several topics would be discussed, including the Main Street Improvements Project, which would start bidding in June. Other topics include the installation of the left turn lane that happened recently, continual improvement of the timing on the stop light in connection with the one at 5-Points, lengthening the right turn lane on Main Street, future roundabout at 5-Points, the cross-town boulevard from the CDP and potential improvements to the Tarboro Road and Cedar Creek Road intersection as that stoplight is ineffective. When asked, Cordeiro stated there were no current plans for the bypass, but he would discuss this with NC DOT and report at the April Board Meeting.

Commissioner Hedlund noted the Woman's Club has cancelled their Soup and Sandwich until the Fall.

Commissioner Hedlund stated they cleaned the roads, noting the Town employees and volunteers helped. They picked up over 50 bags of garbage over the last week. Commissioner Hedlund thanked everyone for their help.

Commissioner Hedlund stated the Fall Festival / Car Show would be held on September 26<sup>th</sup>.

Commissioner Brame gave an update on the February CAMPO meeting. He noted the Northeast Area Study (NEAS) took place in 2015 and it is time to renew it. Commissioner Brame stated Brandon Watson will head the NEAS and it should start soon. He will keep the Board updated as the NEAS progresses.

Commissioner Brame emphasized the importance of the 2020 Census. He explained there is approximately \$1,600 lost in funding per person that is not counted.

Clark noted Klinger met with Shelby Powell and Brandon Watson about the cross-town boulevard. They have looked at several layouts and will include Wake Forest traffic plans in their conversations. Clark stated Staff will make sure the developers work with those plans in their proposals.

Clark stated they are waiting on water allocation approvals for local projects such as Hampton Village Phase 3 and Washington Manor. Heron Pond on Sirchie property did not get any indication of support from the committee. Patterson Woods Phase 7 did receive a favorable recommendation. They are now waiting for a decision on other developments such as Parkdale across US #1 Highway. Staff will continue to work with the developers.

Clark stated Staff was working on the final review of the duplex development on Highway 96 East. The engineering plans are ready.

Clark explained the process for the NEAS, noting they have more information on their website. He stated he would help anyone that wished to attend the meetings. Clark stated Klinger and Commissioner Brame will keep the Board updated as they move forward.

Attorney Bartholomew reminded the Board he would be on leave April and May. He may possibly miss June as well.

Attorney Bartholomew stated he attended the UAC Meeting and found it interesting on who was chosen for allocation. He felt working with the developers to help figure out what is considered residential or commercial will allow for more allocations to be approved. Attorney Bartholomew explained there was more allocation for commercial developments at this time.

Attorney Bartholomew stated he was working with Cordeiro on a couple of issues including the water and street cutting. They are hoping to bring the streets back to the level they were before they were cut.

Chief Whitley stated he was included in an email string from fellow Chiefs in Wake County. They are opening an EOC in response to the COVID-19 Virus. Though this does not directly affect us, it may affect some partnerships.

Chief Whitley recorded 354 calls for service during the month of February, compared to 283 calls last year. Of those, 22 reports were taken, and 93 citations were written. On February 5<sup>th</sup>, Youngsville Pharmacy was burglarized by two suspects seeking controlled substances. Officers believe the suspects were looking for specific narcotics and when they were unable to locate them, fled the scene. It is believed this incident is tied to two similar burglaries in Durham and Chapel Hill that occurred the same night. Officers are working with these agencies as part of a broader investigation.

Chief Whitley noted they haven't had any collisions around Main and Nassau Streets since the closure and no collisions on Persimmon and Highway 96 since the right turn only signs were installed.

Chief Whitley stated Patrol Operations are moving down to the turns on Persimmon and Cross Streets and will do information campaigns. In the weeks to follow, they will be more aggressive in their enforcement.

Chief Whitley noted Google Maps showed the road closure as of yesterday. Hopefully this will cut down on the cars turning around.

Chief Whitley stated they were waiting on the final numbers for the Color Run to plan for personnel allocations.

Mayor Flowers stated Assistant Fire Chief Justin Graney was not in attendance as he was still at work dealing with the COVID-19 Virus issues. He asked that Mayor Flowers remind the Board of the Awards Ceremony on March 28<sup>th</sup> at Faith Baptist Church.

Smith noted that last night concluded all the league's basketball. He stated it was a great adult season. Smith thanked Faith Baptist Church and Youngsville Elementary School for the use of their gyms. He stated he couldn't have done it without two gyms and felt there may be a need for a third next year.

Smith stated baseball and kickball registration ends tomorrow and they are almost maxed out on participants. Kickball is doing very well, and he is looking forward to this season. Smith invited everyone to come out on Sundays to play pickle ball.

Smith explained the SWAC tournament has been postponed. Hopefully it will be rescheduled soon.

Commissioner Hedlund inquired about the status of the Egg Hunt and Smith stated they were still planning on moving forward at this time. The plan is to use Faith Baptist Church in case of rain.

Hurd explained the proposed annexation for the development on US #1 Highway has been put on hold with the denial of water allocation. She stated she would have more information on if they wish to withdraw or just place the petition on hold after they work on an appeal.

Cordeiro reminded the Board there would be a Special Called Meeting next Thursday, March 19<sup>th</sup> at the Community House for the Budget Workshop. Commissioner Hedlund thanked the public works staff for helping to clean the roads. Mayor Flowers stated the guys are looking forward to having their own facility and Staff would be happy to have the big trucks moved from Town Hall.

The next item on the agenda was Closed Session. Mayor Flowers stated there was no need for the Board needed to go into Closed Session.

The meeting adjourned at 7:50pm.