

City of High Point

*Municipal Office Building
211 S. Hamilton Street
High Point, NC 27260*



Meeting Agenda

Monday, December 3, 2018

5:30 PM

Council Chambers

City Council

*Jay W. Wagner, Mayor
Christopher Williams, Mayor Pro Tem
Jason P. Ewing, Jeffrey J. Golden,
S. Wesley Hudson, Victor A. Jones,
Britt W. Moore, Monica L. Peters,
Donald A. Scarborough*

ROLL CALL, PRAYER, AND PLEDGE OF ALLEGIANCE**RECOGNITIONS AND PRESENTATIONS**

- [2018-470](#) Proclamation - 400 Years of African American History
Members of the Commemoration Committee for 400 Years of African American History will be here to receive a proclamation from Mayor Wagner proclaiming 2019 as "400 Years of African-American History in High Point, North Carolina."

STRATEGIC PLAN UPDATE

- [2018-472](#) Strategic Plan Update
Council will receive an update on the Strategic Plan from Council Member Jeff Golden, Chair of the Community Housing, Neighborhood Development and Public Safety Committee and Council Member Jason Ewing, Chair of the Prosperity & Livability Committee.

PUBLIC COMMENT PERIOD

- [2018-473](#) Public Comment Period
A Public Comment Period will be held on the first Monday of the regular City Council meeting schedule at 5:30 p.m. or as soon thereafter as reasonably possible following recognitions, awards and presentations. Our policy states persons may speak on any item not on the agenda.
- * Persons who have signed the register to speak shall be taken in the order in which they are listed. Others who wish to speak and have not signed in will be taken after those who have registered.
 - * Persons addressing City Council are asked to limit their comments to 3 minutes.
 - * Citizens will be asked to come to the podium, state their name and address and the subject(s) on which they will comment.
 - * If a large number of people are present to register concerns about the same subject, it is suggested that they might be acknowledged as a unified group while a designated speaker covers the various points. This helps to avoid repetition while giving an opportunity for people present with the same concerns to be recognized.

Thanks to everyone in the audience for respecting the meeting by refraining from speaking from the audience, applauding speakers, or other actions that distract the meeting.

REGULAR AGENDA ITEMS**FINANCE COMMITTEE - Council Member Moore, Chair**

- [2018-474](#) Municipal Agreement with NCDOT for Federal Congestion Mitigation Air Quality (CMAQ) Funds
Council is requested to approve an agreement with the North Carolina Department of Transportation (NCDOT) for CMAQ funding to construct various sidewalk and transit improvements within city limits. The city is responsible for \$391,020 (20%) of the total cost of the project.

Attachments: [CMAQ - NCDOT - Various Sidewalk Projects-Memo](#)
[High Point CMAQ Sidewalk Agreement C5609L](#)
[Overall Project Map](#)

- [2018-475](#) Budget Amendment - CMAQ Sidewalk and Transit Improvement Project
Council is requested to approve a budget amendment to recognize grant funds in the amount of \$391,020.00 for the North Carolina Department of Transportation (NCDOT) Congestion Mitigation Air Quality (CMAQ) grant funds to be used for sidewalk and transit improvements.

Attachments: [08 CMAQ amendment](#)

COMMUNITY HOUSING, NEIGHBORHOOD DEVELOPMENT AND PUBLIC SAFETY COMMITTEE - Council Member Golden, Chair

- [2018-476](#) 2nd Public Hearing - Resolution HUD Section 108 Loan Application - Wynnefield Properties
Monday, December 3rd at 5:30pm is the date and time established for a second public hearing authorizing staff to prepare a Section 108 loan application for HUD approval for Wynnefield Properties to construct the Avondale Trace Apartments. Council is requested to approve the following actions: (1 Resolution approving the Section 108 Application for Avondale Trace Apartments (2 Approve the amendment to the 2015-16 Annual Action Plan and 2015-19 Consolidated Plan and that the appropriate City official and/or employee be authorized to execute all necessary documents.

Attachments: [HUD Section 108 Loan Application - Avondale Trace](#)

PLANNING & DEVELOPMENT COMMITTEE - Mayor Pro Tem Williams, Chair

- [2018-477](#) City Transfer and Storage Company Historic Marker
Request for approval of a historic marker to recognize the early location of City Transfer and Storage Company in the southern right-of-way of the 100 block of W. High Avenue.

Attachments: [City Transfer Storage Historic Marker Council Packet](#)

PUBLIC HEARINGS

- [2018-478](#) Resolution - Amada North America, Inc. - Street Abandonment 18-02

A request by Amada North America, Inc. to abandon the Executive Drive right-of-way, which lies along the west side of Penny Road, approximately 820 feet north Premier Drive.

Attachments: [Staff Report \(SA-18-02\)](#)

[2018-479](#)

Ordinance - High Point City Council - Zoning Map Amendment 18-20

A request by the High Point City Council to rezone approximately 4.8 acres from the Transitional Office (TO) District, Residential Multifamily-26 (RM-26) District, Office Institutional (OI) District, and a Conditional Use Office Institutional (CU-OI) District to the Main Street District - Sub District B (MS-B). The site is lying along the east side of N. Hamilton Street, between E. Ray Avenue and Montlieu Avenue, and includes the corner parcel along the north side of Montlieu Avenue.

Attachments: [Staff Report \(ZA-18-20\)](#)

[2018-480](#)

Ordinance - Nido & Mariana Qubein Children's Museum - Zoning Map Amendment 18-21

A request by the Nido & Mariana Qubein Children's Museum to rezone an approximate 0.17-acre parcel from the Single Family Residential-5 (R-5) District to a Conditional Zoning Office Institutional (CZ-OI) District. The site is lying along the south side of Montlieu Avenue, approximately 300 feet east of N. Hamilton Street.

Attachments: [Staff Report \(ZA-18-21\)](#)

[2018-481](#)

Faulk & Foster - Special Use 18-04

A request by Faulk & Foster, representing Verizon Communication, Inc, to permit a major wireless telecommunication facility. The site is approximately 8.7 acres and lying along the south side of Skeet Club Road, approximately 800 feet east of Braddock Road (1520 Skeet Club Road).

Attachments: [Staff Report \(SU-18-04\)](#)

[2018-482](#)

Ordinance - Dennis Bunker et al. - Annexation 18-06

A request by Dennis Bunker et al. to consider a voluntary non-contiguous annexation of approximately 6.7 acres lying approximately 1,200 east of NC 66 and north of Thomas Street. The property is also known as Forsyth County Tax Parcel 6882-88-2913.00.

Attachments: [Staff Report \(AN-18-06\)](#)

[2018-483](#)

Ordinance - Dennis Bunker et al. - Annexation 18-07

A request by Dennis Bunker et al. to consider a voluntary non-contiguous annexation of approximately 7.9 acres lying at the northeast corner of Thomas Street and NC 66. The property is also known as Forsyth County Tax Parcels 6882-78-1725.00, 6882-68-9726.00, 6882-78-4954.00 and 6882-69-9041.00.

Attachments: [Staff Report \(AN-18-07\)](#)

- [2018-484](#) Resolution - Dennis Bunker et al. - Plan Amendment 18-06
A request by Dennis Bunker et al. to change the Land Use Map classification for approximately 103 acres from the Low Density Residential classification to the Medium Density Residential classification. The site is generally lying northeast of the intersection of N. Main Street and Delray Avenue, east of Monterey Circle, north of Thomas Street and east of NC 66.
Attachments: [PA-18-06 staff report NC 66](#)
- [2018-485](#) Ordinance - Dennis Bunker et al. - Zoning Map Amendment 18-18
A request by Dennis Bunker et al. to rezone approximately 65.1 acres from a Conditional Zoning Residential Single Family-5 (CZ RS-5) District and the Residential Single Family- 20 (RS-20) District, within Forsyth County's zoning jurisdiction, to a Conditional Zoning Residential Multifamily-16 (CZ RM-16) District. The site is lying northeast of the intersection of N. Main Street and Delray Avenue, and east of Monterey Circle. Approval of this rezoning request is contingent upon City Council approval of a voluntary annexation request.
Attachments: [Staff Report \(ZA-18-18\)](#)
- [2018-486](#) Ordinance - Dennis Bunker et al. - Zoning Map Amendment 18-19
A request by Dennis Bunker et al. to rezone approximately 7.9 acres from the Residential Single Family-20 (RS-20) District, within Forsyth County's zoning jurisdiction, to a Conditional Zoning Residential Multifamily-16 (CZ RM-16) District. The site is lying at the northeast corner of Thomas Street and east of NC 66. Approval of this rezoning request is contingent upon City Council approval of a voluntary annexation request.
Attachments: [Staff Report \(ZA-18-19\)](#)
- [2018-487](#) Ordinance - City of High Point - Text Amendment 18-04
A request by the Planning and Development Department to amend various sections of the City of High Point Development Ordinance regarding the following: 1) add provisions for alternate design and minor subdivision; 2) change the special use process; 3) revise the administrative adjustment, exclusion map and special event provisions; 4) remove criminal penalty for zoning violation; 5) correct errors in the administrative adjustment and vested rights certificate provision, and errors in the minor wire facility and utility facility use types; 6) clarify variance standards, conditions of approval, prohibited uses, commercial parking use type and the PD-CC District density & landscaping provisions; and 7) revise terminology for the ground floor area of a building and add definitions.
Attachments: [Staff Report \(TA-18-04\)](#)

GENERAL BUSINESS AGENDA

- [2018-488](#) Comprehensive Master Plan - Parks and Recreation

City Council is requested to approve the proposed Comprehensive Master Plan for the Parks and Recreation Department is to provide a guide and outline for the direction of the Department for the next ten years. The Parks and Recreation Commission reviewed the plan during their meeting and recommended approval.

Attachments: [Comprehensive Master Plan - Parks and Recreation Department - Adoption Dec 2018](#)
[Master Plan - Chap 8 Action and Implementation Dec 2018](#)
[PR Master Plan - Chap 7 Vision and Recommendations Dec 2018](#)

[2018-489](#)

Appointment - NCMPA1 - Latimer Alexander

Council is requested to confirm the appointment of Latimer Alexander to the NCMPA1 Board of Commissioners effective January 1, 2019. Mr. Alexander will serve at the pleasure of City Council until further notice.

Attachments: [Appointment L. Alexander EC Agency 1 BOC](#)

[2018-490](#)

Minutes To Be Approved

Finance Committee Meeting: Thursday, November 15th @ 4:00 pm

Special Meeting of City Council: Monday, November 19th @ 4:00 pm

Regular Meeting of City Council: Monday, November 19th @ 5:30 pm

Attachments: [1. November 15 2018 Finance Committee Minutes.pdf](#)
[2. November 19 2018 High Point City Council Special Meeting Minutes.pdf](#)
[3. November 19 2018 High Point City Council Minutes.pdf](#)

ADJOURNMENT

**HIGH POINT CITY COUNCIL
REGULAR MEETING
COUNCIL CHAMBERS – HIGH POINT MUNICIPAL BUILDING
November 19, 2018 – 5:30 P.M**

ROLL CALL, PRAYER, AND PLEDGE OF ALLEGIANCE

Mayor Wagner called the meeting to order at 5:30 p.m.

*Upon call of the roll, the following Council Members were **Present (9):***

Mayor Jay W. Wagner, Mayor Pro Tem Christopher Williams (Ward 2); Council Member Britt Moore (At Large), Council Member Donald Scarborough (At Large), Council Member Jeffrey Golden (Ward 1), Council Member Monica Peters (Ward 3), Council Member Wesley Hudson (Ward 4), Council Member Victor Jones (Ward 5), and Council Member Jason Ewing (Ward 6)

Mayor Wagner called for a Moment of Silence. The Pledge of Allegiance followed.

Mayor Wagner recognized Dee Meadows, President of the Highland Mills Neighborhood Association.

Ms. Meadows explained the Highland History Center is the product of two years of hard work within the Highland Mills neighborhood, a historically recognized site within the core-city of High Point. The purpose of this project is to capture the history of the neighborhood and the legacy and stories of those within in a tangible and meaningful way for current and future residents of High Point. The Center was made possible due to the generosity of community members who have shared their stories, possessions, and love for their neighborhood, as well as donations from the Southwest Renewal Foundation, the Highland Mills United Methodist Church, the City of High Point by way of CDBG and Hi-Fest Neighborhood Grants. Ms. Meadows personally invited the City Council to the Center's opening on December 1, 2018, to share part of their rich history.

CONSENT AGENDA ITEMS

Finance Committee Chairman Council Member Moore reported that the Finance Committee did meet as scheduled on Thursday, November 15, 2018, and placed all the Finance related matters on the Consent Agenda with a favorable recommendation for approval.

Council Member Moore then made a motion, seconded by Council Member Ewing, to approve the finance related items on the Consent Agenda. The motion carried by a unanimous 9-0 vote.

Note: Although one motion was made to approve/adopt these matters under the Finance Committee Consent Agenda, action on all of these matters will be reflected throughout

the Consent Agenda portion of these minutes as being made and seconded by the same persons.

FINANCE COMMITTEE - Council Member Moore, Chair
Committee Members: Moore, Hudson, Jones and Ewing

2018-455 Contract - Transformers - Wesco

Council is requested to approve a contract awarding Bid No. 19 to WESCO in the amount of \$177,850.00 for the purchase five pad mounted transformers to replenish the stock in the warehouse.

Approved award of contract to WESCO in the amount of \$177,850.00 for the purchase of the transformers and authorize the appropriate City Officials to execute the necessary documents.

A motion was made by Council Member Moore, seconded by Council Member Ewing, that this contract be approved. The motion carried by the following unanimous 9-0 vote:

Aye (9): Mayor Wagner, Mayor Pro Tem Williams, Council Member Moore, Council Member Scarborough, Council Member Golden, Council Member Peters, Council Member Hudson, Council Member Jones, and Council Member Ewing

2018-456 Contract - Underground Cable - Anixter

Council is requested to approve a contract awarding Bid No. 21 to Anixter in the amount of \$298,120.00 for the purchase of 750 MCM underground cable for the Boundary Street substation and to replenish the stock in the warehouse.

Approved award of contract to ANIXTER in the amount of \$298,120.00 and authorize the appropriate City Official to execute all necessary documents.

A motion was made by Council Member Moore, seconded by Council Member Ewing, that this contract be approved. The motion carried by the following unanimous 9-0 vote:

Aye (9): Mayor Wagner, Mayor Pro Tem Williams, Council Member Moore, Council Member Scarborough, Council Member Golden, Council Member Peters, Council Member Hudson, Council Member Jones, and Council Member Ewing

2018-457 Contract - Materials Recovery Facility Upgrade Phase III

Council is requested to approve a contract awarding the project to Holden Building Company, Inc. in the amount of \$1,152,495.00 for (MRF) Materials Recovery Facility Upgrade.

Approved the request to award the Materials Recovery Facility Upgrade project contract to Holden Building Company, Inc. in the amount of \$1,152,495.00 and authorize the appropriate City Official to execute all necessary documents.

A motion was made by Council Member Moore, seconded by Council Member Ewing, that this contract be approved. The motion carried by the following vote:

Aye (9): Mayor Wagner, Mayor Pro Tem Williams, Council Member Moore, Council Member Scarborough, Council Member Golden, Council Member Peters, Council Member Hudson, Council Member Jones, and Council Member Ewing

2018-458 Contract - Materials Recovery Facility Upgrade Construction Administration

Council is requested to approve a contract to award a professional engineering services contract to CDM Smith, Inc. in the amount of \$197,955.00 for the construction of mechanical, structural, and electrical upgrades to the existing (MRF) Materials Recovery Facility Upgrade.

Approved to award the professional engineering services contract to CDM Smith, Inc. in the amount of \$197,955.00 and authorize the appropriate City Official to execute all necessary documents.

A motion was made by Council Member Moore, seconded by Council Member Ewing, that this matter be approved. The motion carried by the following unanimous 9-0 vote:

Aye (9): Mayor Wagner, Mayor Pro Tem Williams, Council Member Moore, Council Member Scarborough, Council Member Golden, Council Member Peters, Council Member Hudson, Council Member Jones, and Council Member Ewing

2018-459 Contract - Microsoft Enterprise Agreement - SHI

Council is requested to renew the Microsoft Enterprise Agreement with the Office 365 component with SHI in the amount of \$570,267.09 annually for three years.

Approved a contract to renew the Microsoft Enterprise Agreement in the amount of \$570,267.09 annually for the next three years and that the appropriate City official be authorized to execute all necessary documents.

A motion was made by Council Member Moore, seconded by Council Member Ewing, that this matter be approved. The motion carried by the following unanimous 9-0 vote:

Aye (9): Mayor Wagner, Mayor Pro Tem Williams, Council Member Moore, Council Member Scarborough, Council Member Golden, Council Member Peters, Council Member Hudson, Council Member Jones, and Council Member Ewing

2018-460 Contract - Cherry Bekaert LLP - Amend Audit Contract FY 2018 to Extend Timeframe for Completion

Council is requested to approve amendment to the audit contract with Cherry Bekaert, LLP for the fiscal year period July 1, 2017 and ending June 30, 2018 to extend the delivery date of the Comprehensive Annual Financial Report to the Local Government Commission until January 31, 2019. All other terms of the contract, including the audit fee, remain in force as originally proposed.

Approved the request to amend the audit contract with Cherry Bekaert, LLP for the fiscal year period June 30, 2018, and to extend the delivery date of the Comprehensive Annual Financial Report to the Local Government Commission until January 31, 2019.

A motion was made by Council Member Moore, seconded by Council Member Ewing, that this matter be approved. The motion carried by the following unanimous 9-0 vote:

Aye (9): Mayor Wagner, Mayor Pro Tem Williams, Council Member Moore, Council Member Scarborough, Council Member Golden, Council Member Peters, Council Member Hudson, Council Member Jones, and Council Member Ewing

2018-461 FY 2018-2019 Financial and Compliance Audit Contract - Cherry Bekaert LLP

City Council is requested to approve the proposal to extend our audit relationship with Cherry Bekaert LLP, for a period of two fiscal years and approve a contract for audit services for the fiscal year ending June 30, 2019 in the amount of \$72,500.

Approved a request to extend the audit contract with Cherry Bekaert, LLP for a period of two fiscal years and approve the contract for audit services for the fiscal year ending June 30, 2019, in the amount of \$72,500.

A motion was made by Council Member Moore, seconded by Council Member Ewing, that this matter be approved. The motion carried by the following unanimous 9-0 vote:

Aye (9): Mayor Wagner, Mayor Pro Tem Williams, Council Member Moore, Council Member Scarborough, Council Member Golden, Council Member Peters, Council Member Hudson, Council Member Jones, and Council Member Ewing

2018-463 Resolution - High Point Theatre/International Market Center HVAC Lease Amendment

Council is requested to adopt a resolution approving the Sixth Amendment to the original lease to standardize the HVAC expenses for the theatre to allow for consistent budgeting.

Approved a sixth amendment to the original lease between the City of High Point and the Southern Furniture Exposition Building to provide a set monthly payment by the High Point Theatre to be paid to the IHFC Properties, LLC, whose predecessor in the property interest was the original Lessor, Southern Furniture Exposition Building, Inc. in the total amount of \$90,000 annually.

A motion was made by Council Member Moore, seconded by Council Member Ewing, that this matter be adopted. The motion carried by the following unanimous 9-0 vote:

Aye (9): Mayor Wagner, Mayor Pro Tem Williams, Council Member Moore, Council Member Scarborough, Council Member Golden, Council Member Peters, Council Member Hudson, Council Member Jones, and Council Member Ewing

Resolution No. 1807/18-69

Resolution Book, Volume XX pg. 69

Introduced: 11/19/2018 Adopted: 11/19/2018

PENDING ITEMS

2018-169 Amendment to License Agreement - Cingular Wireless PSC, LLC (AT&T)

City Council is requested to approve an Amendment to the License Agreement with Cingular Wireless PCS, LLC (AT&T) which allows the location of communication equipment at the City's Ward Water Plant; and authorize the City Manager to execute the agreement.

JoAnne Carlyle, City Attorney, gave an update on this item stating this item has been submitted to the opposing Council for about three months. She explained there has been no communication from the opposing counsel, but she would pass on any information as it becomes available.

REGULAR AGENDA ITEMS

COMMUNITY HOUSING, NEIGHBORHOOD DEVELOPMENT AND PUBLIC SAFETY

COMMITTEE - Council Member Golden, Chair

Committee Members Golden, Peters, Scarborough, and Williams

2018-464 Ordinance - Demolition of Structure - 306 Fourth Street

Council is requested to adopt an ordinance ordering the building inspector to effectuate the demolition of a structure located at 306 Fourth Street belonging to Mario M. Carreno, Juana J. Martinez and Pedro Carreno.

Lori Loosemore, Local Codes Enforcement Supervisor, reported the property was originally inspected on August 6, 2018. A hearing was held on August 29, 2018 in which all three owners appeared for the hearing. They stated at the hearing that they had no plans to fix the property and had considered donating the property to the City. It was determined that the property exceeded 65% of the value to repair it. An order to repair or demolish was issued on October 1, 2018 with a compliance date of November 5, 2018. Property taxes are delinquent in the amount of \$12,919.00. Ms. Loosemore stated the property owner contacted her and asked if they needed to be present tonight, in which Ms. Loosemore replied if they wanted to make a case for the property yes. She informed the property owners they would have 30 days to demolish the structure.

The property owners were not present.

Adopted an Ordinance ordering the building inspector to effectuate the demolition of the structure at 306 Fourth Street.

A motion was made by Council Member Golden, seconded by Council Member Jones, that this matter be adopted. The motion carried by the following unanimous 9-0 vote:

Aye (9): Mayor Wagner, Mayor Pro Tem Williams, Council Member Moore, Council Member Scarborough, Council Member Golden, Council Member Peters, Council Member Hudson, Council Member Jones, and Council Member Ewing

Ordinance No. 7470/18-99

Ordinance Book, Volume XX pg. 99

Introduced: 11/19/2018 Adopted: 11/19/2019

PENDING ITEMS

2018-438 Ordinance - Demolition of Structure - 337 Wingo Street

Council is requested to adopt an ordinance ordering the building inspector to effectuate the demolition of a structure located at 337 Wingo Street belonging to Jennings V. and Lucinda Leviner.

There was no discussion regarding this item.

2018-435 Ordinance - Demolition of Structure - 811 Willow Place

Council is requested to adopt an ordinance ordering the building inspector to effectuate the demolition of a structure located at 811 Willow Place belonging to Fredy Machuca and Raul Salagado.

There was no discussion regarding this item.

PLANNING & DEVELOPMENT COMMITTEE - Mayor Pro Tem Williams, Chair
Committee Members: Williams, Jones, Moore, and Scarborough

PUBLIC HEARINGS

2018-465 High Point University Street Abandonment 18-01

A request by High Point University to abandon the eastern 655 feet of the Barbee Avenue right-of-way and to abandon the eastern 305 feet of the Willow Place right-of-way.

The joint public hearing for this matter and related matter 2018-465 Zoning Map Amendment 18-16 was held on Monday, November 19, 2018 at 5:30 p.m.

Herb Shannon, Senior Planner with the Planning & Development Department, provided an overview of the staff reports for these items which is hereby attached in Legistar as a permanent part of these proceedings. He advised that although staff will do a combined presentation on the Street Abandonment petition and the Zoning Map Amendment, separate votes would need to be taken.

Council Member Ewing questioned the zoning of property near the rezoning site. Mr. Shannon responded this is the older section of campus, as the University started expanding westward, conditions were only placed on the areas that were abutting residential neighborhoods.

Mayor Pro Tem Christopher Williams opened the Public Hearing and asked if there were anyone in the Chamber that wished to speak for or against these items.

Barry Kitley, Director of Special Projects for High Point University, 4114 Ponce De Leon Drive, spoke on behalf of High Point University. He advised the University held a citizens meeting September 26, 2018, which was well attended, and questions were asked and answered.

Mayor Pro Tem Christopher Williams asked if there were anyone else in the Council Chamber that wish to speak for or against these items. Seeing none, he closed the Public Hearing.

Adopted a Resolution to abandon the eastern 655 feet of the Barbee Avenue right-of-way and to abandon the eastern 305 feet of the Willow Place right-of-way.

A motion was made by Mayor Pro Tem Williams, seconded by Council Member Peters, that this matter be adopted. The motion carried by the following unanimous 9-0 vote:

Aye (9): Mayor Wagner, Mayor Pro Tem Williams, Council Member Moore, Council Member Scarborough, Council Member Golden, Council Member Peters, Council Member Hudson, Council Member Jones, and Council Member Ewing

2018-466 High Point University Zoning Map Amendment 18-16

A request by High Point University to rezone approximately 111 acres from the Single Family Residential-3 (R-3) District and a Conditional Zoning Institutional (CZ-I) District to a Conditional Zoning Institutional (CZ-I) District. The site is lying along the east side of N. Centennial Street, between E. Farriss Avenue and Barbee Avenue/Willow Place.

*The Public Hearing for this item was held in combination with **Item 2018-465 High Point Street Abandonment 18-01.***

*Herb Shannon, Senior Planner with the Planning & Development Department, provided an overview of the staff report which is hereby attached in Legistar as a permanent part of these proceedings. Please see item **2018-465** for discussions and the Public Hearing regarding this matter.*

Approved a request by High Point University to rezone approximately 111 acres from the Single Family Residential-3 (R-3) District and a Conditional Zoning Institutional (CZ-I) District to a Conditional Zoning Institutional (CZ-I) District. The site is lying along the east side of N. Centennial Street, between E. Farriss Avenue and Barbee Avenue/Willow Place.

Mayor Pro Tem Christopher Williams made a motion to approve item 2018-466 High Point University Zoning Map Amendment 18-16 as it is consistent with the City's adopted plans, it is reasonable and in the public interest as stated in the staff report. Council Member Peters seconded the motion. The motion carried with the following unanimous 9-0 vote:

Aye (9): Mayor Wagner, Mayor Pro Tem Williams, Council Member Moore, Council Member Scarborough, Council Member Golden, Council Member Peters, Council Member Hudson, Council Member Jones, and Council Member Ewing

Ordinance No. 7471/18/100

Ordinance Book, Volume XX pg. 100

Introduced: 11/19/2018 Adopted 11/19/2018

GENERAL BUSINESS AGENDA

2018-467 Amendment to the 2019 City Council Meeting Schedule

Council is requested adopt to make the following changes to the 2019 City Council Meeting Schedule:

Cancellation of the Monday, January 21st Council Meeting due to the MLK Holiday

Cancellation of the Monday, July 1st Council Meeting due to the 4th of July Holiday

Cancellation of the Monday, September 2nd Council Meeting due to the Labor Day Holiday

Cancellation of the Monday, October 21st Council Meeting due to the High Point Furniture Market

Adopted a revised ordinance amending the High Point City Council 2019 Meeting schedule.

A motion was made by Council Member Golden, seconded by Council Member Moore, that the revised ordinance amending the High Point City Council Meeting Schedule for Fiscal Year 2019 be approved. The motion carried by the following unanimous 9-0 vote:

Aye (9): Mayor Wagner, Mayor Pro Tem Williams, Council Member Moore, Council Member Scarborough, Council Member Golden, Council Member Peters, Council Member Hudson, Council Member Jones, and Council Member Ewing

Ordinance No. 7472/18-101**Ordinance Book, Volume XX pg. 101****Introduced: 11/19/2018 Adopted 11/19/2018****2018-468 Boards and Commissions - Appointment Human Relations Commission**

Council Member Britt Moore is recommending Council confirm the appointment of Mary McInerney to the Human Relations Commission as the At-Large appointment. Appointment will be effective immediately and will expire November 1, 2020.

A motion was made by Council Member Moore, seconded by Council Member Jones, that this appointment be approved. The motion carried by the following unanimous 9-0 vote:

Aye (9): Mayor Wagner, Mayor Pro Tem Williams, Council Member Moore, Council Member Scarborough, Council Member Golden, Council Member Peters, Council Member Hudson, Council Member Jones, and Council Member Ewing

2018-469 Minutes to Be Approved

Finance Committee Meeting; Thursday, November 1 @ 4:00 p.m.

HPCC Special Called Meeting; Monday, November 5th @ 4:00p.m.

Regular Council Meeting; Monday, November 5th @ 5:30 p.m.

A motion was made by Council Member Hudson, seconded by Mayor Pro Tem Williams, that the preceding minutes be approved. The motion carried by the following unanimous 9-0 vote:

Aye (9): Mayor Wagner, Mayor Pro Tem Williams, Council Member Moore, Council Member Scarborough, Council Member Golden, Council Member Peters, Council Member Hudson, Council Member Jones, and Council Member Ewing

Mayor Pro Tem Christopher Williams stated that the Family Justice Center that opened a short time ago is for victims of domestic violence. He shared that in one month, the center was able to serve a total of 614 citizens which included the Greensboro area; out of those 614 served 74 were High Point citizens. He noted the importance of this service is that 99% of individuals that receive this service live. He thanked all the community leaders and citizens that help to make the Family Justice Center a reality.

Mayor Wagner announced that Ed Price, former member of the Guilford County School Board, would like to introduce a newly elected Guilford County School Board Member. He stated Mr. Price would be here momentarily and asked the Members of the City Council to share some things regarding their wards.

Council Member Hudson stated there are three Freemasons that sit on the City Council. He explained that the Freemasonry has been in the City of High Point since 1856 which pre-dates the City of High Point, and for the first time in the history of the City, the African American Lodge and the White Lodge walked together down the same street during the parade. It truly was a historic day for High Point.

Council Member Peters stated because of the recent violence in High Point, her church Wesleyan Memorial United Methodist Church will host a prayer walk that will meet at the Southside Recreational Center tomorrow (Tuesday) at 3:00 p.m.

Council Member Moore thanked City Staff, Police and Fire for a job well done during the Hurricane and applauded the Furniture Market for sending trucks to help neighboring communities. He acknowledged Cyril Jefferson and the awesome job the Band did in the parade.

Mayor Pro Tem Christopher Williams reminded Council of the Williams Memorial Food Give Away taking place on Tuesday.

Mayor Wagner invited Council to two events being held at the Country Club on December 5th. The Good Friends Luncheon at 12:00 p.m. in which he has volunteered to be Santa Clause; and later that same evening A Gentlemen's Christmas Dinner. He also reminded Council of the Elected Officials Christmas Social on December 6th in Lexington, NC but hosted by the Town of Wallburg.

Council Member Ewing reminded Council that the YP Summit is Tuesday November 27th from 4:00 p.m. 7:00 p.m. registration is required and there is a link on the Chambers website. He shared some news that was announced earlier in which Hanes Brand announced they are creating 200 new jobs and would be moving into the Ralph Lauren facility in Ward 6.

Council Member Golden noted the wonderful turn out for the Holiday Parade in High Point and thanked all the organizers and participates that helped make it a success. He mentioned that the NAACP will host the Annual Harvest Ball on November 23, 2018 at The Golden Doors located on 2025 Brentwood from 8:00 p.m. to 1:00 a.m. He noted this is a major fund raiser for the various activities the organization does for the community.

Council Member Ewing gave the following update in which there were 37 office and Industrial location or expansion projects in Guilford County compared to 21 that were announced last year at this time. Of the 37 projects there were 5,200 jobs created.

Council Member Scarborough commended City Staff that have picked up the yard debris as well as the enormous task of gathering the leaves. It really helps in keeping High Point beautiful.

Council Member Ewing and Mayor Wagner also noted the great job of cleaning up after the parade.

Council Member Jones stated he attended the Human Relations Commission International Thanksgiving meal at the YWCA in which over 100 people were fed and citizens had an opportunity to have their ID made. He noted he also represented the Mayor and City Council at the Miss High Point Pageant in which Council will have the opportunity to meet the Pageant winners next month.

A motion was made by Council Member Ewing, seconded by Mayor Wagner, to recess the meeting. Motion carried unanimously. Meeting recessed at 6:23 p.m.

Council Member Ewing made a motion, seconded by Mayor Wagner to reconvene the meeting. Motion carried unanimously. Meeting reconvened at 6:36 p.m.

At this time, Mayor Wagner introduced Ed Price.

Ed Price, introduced Ms. Khem Irby, newly elected Guilford County School Board member for District 6.

Ms. Irby thanked the Mayor and City Council for allowing her opportunity to speak. She gave a brief overview of her background noting she was very active in the Teachers Association. She is President of a National Organization called "Parents Across America" which advocates for public education in Washington DC.

She expressed concern about High Point, in the fact that the citizens feel that High Point has been left behind in regard to facilities and amenities. She assured the Mayor and City Council that she would work hard and collaborate with other Board Members to ensure High Point concerns are addressed and voices are heard. She looks forward to the future and having the opportunity to help move High Point Schools in the right direction.

Mayor Pro Tem Christopher Williams stated he appreciates the fact that some of the Guilford County Board of Education meetings are being held here in High Point and hopes that continues. He looks forward to helping to make High Point Schools better.

ADJOURNMENT

There being no further business to come before Council, the meeting adjourned at 6:42 p.m. upon motion duly made by Council Member Ewing and seconded by Council Member Britt Moore.

Respectfully submitted,

Jay W. Wagner, Mayor

Attest:

Sandra Keeney
Deputy City Clerk

CITY OF HIGH POINT

AGENDA ITEM



Title: Zoning Map Amendment 18-20
(High Point City Council)

From: Lee Burnette, Planning & Development
Director

Meeting Date: December 3, 2018

Public Hearing: Yes

Advertising Date: November 21, 2018, and
November 28, 2018

Advertised By: Planning & Development

Attachments: A. Planning and Zoning Commission Recommendation
B. Staff Report
C. Zoning Ordinance

PURPOSE:

A request by the High Point City Council to rezone approximately 4.8 acres from the Transitional Office (TO) District, Residential Multifamily-26 (RM-26) District, Office Institutional (OI) District, and a Conditional Use Office Institutional (CU-OI) District to the Main Street District – Sub District B (MS-B). The site is lying along the east side of N. Hamilton Street, between E. Ray Avenue and Montlieu Avenue, and includes the corner parcel along the north side of Montlieu Avenue.

BACKGROUND:

The staff report and the Planning & Zoning Commission's recommendation are enclosed.

BUDGET IMPACT:

There is no budget impact.

RECOMMENDATION / ACTION REQUESTED:

- A. Staff recommended **approval** of this request, as outlined in the attached staff report.
- B. On November 13, 2018, a public hearing was held before the Planning and Zoning Commission regarding Zoning Map Amendment 18-20. The Planning & Zoning Commission recommended **approval** of this request, as outlined in the staff report and recommended by staff, by a vote of 5-0.

PLANNING AND ZONING COMMISSION RECOMMENDATION

High Point City Council

Zoning Map Amendment 18-20

At its November 13, 2018 public hearing, the Planning and Zoning Commission reviewed a request to rezone an approximate 4.8-acre area to the Main Street District – Sub District B (MS-B). All members of the Commission were present except for Ms. Angela McGill, Ms. Marie Stone, Mr. Andrew Putnam and Mr. Ray Wheatley. Mr. Herbert Shannon, Senior Planner, presented the case and recommended approval of the request as outlined in the staff report.

Speaking on the request:

Speaking in favor of the request was Mr. Barry Kitley, Director of Special Projects Facilities & Auxiliary Operations at High Point University.

Planning & Zoning Commission Action

Consistency & Reasonableness Statements

The request is consistent because the Core City Plan identifies the site as being within the North Main Mixed Use Corridor and adopted policy guidance supports the development of public spaces that add prominence and serve the area's civic uses. Furthermore, the MS-B District abuts to the west and it is applied to other nearby properties in the North Main Mixed Corridor.

The Planning & Zoning Commission adopted these statements by a vote of 5-0.

Zoning Map Amendment

The Commission recommended **approval** of Zoning Map Amendment 18-20, as recommended by staff, by a vote of 5-0.

**CITY OF HIGH POINT
PLANNING AND DEVELOPMENT DEPARTMENT**

**STAFF REPORT
ZONING MAP AMENDMENT 18-20
November 13, 2018**

Request	
Applicant: City of High Point	Owners: City of High Point Guilford County Longleaf Pine Realty, LLC
Zoning Proposal: To rezone approximately 4.8 acres	From: TO Transitional Office District OI Office Institutional District RM-26 Residential Multifamily-26 District CU-OI Conditional Use Office Institutional District
	To: MS-B Main Street District Sub- District B

Site Information	
Location:	The site is lying along the east side of N. Hamilton Street, between E. Ray Avenue and Montlieu Avenue, and includes the corner parcel along the north side of Montlieu Avenue.
Tax Parcel Numbers:	Guilford County Tax Parcels 189676, 189725, 189726, 189727, 189745, 189746, 189747, 189748, 189749, 189753 (portion), 189754, 189755, 189756
Site Acreage:	Approximately 4.8 acres
Current Land Use:	The northern and southern portions of the site are developed with a EMS facility and a senior center, respectively. The center portion of the site has been recently graded after the demolition of former multifamily and office structures.
Physical Characteristics:	There are no noteworthy environmental features on the site.
Water and Sewer Proximity:	Both a 6-inch City water line and an 8-inch City sewer line lie adjacent to the site along N. Hamilton Street.
General Drainage and Watershed:	The site drains in a general easterly direction and development is subject to the City Lake General Watershed Area. Engineered storm water treatment measures are required for development with a total impervious surface area greater than 24% of the site, and for single family developments with a gross density of 2 units per acre or more.
Overlay District:	City Lake General Watershed Area (Downtown area)

Adjacent Property Zoning and Current Land Use			
North:	TO	Transitional Office District	Office Building
South:	OI CU-CB	Office Institutional District Conditional Use Central Business District	Single family dwellings and a market showroom building
East:	R-5	Residential Single Family-5 District	Cemetery and undeveloped parcel
West:	MS-B	Main Street District – Sub District B	Various retail/office uses and a multifamily building

Relevant Land Use Policies and Related Zoning History	
Community Growth Vision Statement:	Goal 4: Make Downtown High Point and its environs a vibrant, diverse and mixed-use environment. Obj. 4A: Expand the role of Downtown High Point and its environs as the community’s cultural and institutional hub through a variety of public facilities. Obj. 4G: Improve Downtown High Point’s streetscapes by providing buildings with human-scaled facades and ground floor transparency, and streetscape furnishings that are attractive, functional, well-located and human-scaled. Obj. 4H: Create public spaces with a variety of scales, designs and functions, and couple them with uses that will help to activate them, such as civic uses, retail and housing. Obj. 6F: Prioritize measures to enhance High Point’s overall quality of life to retain and expand existing industries and to attract new ones.
Land Use Plan Map Classification:	The site has an Office land use designation. This classification includes professional, personal and business service uses.
Land Use Plan Goals, Objectives & Policies:	The following goals and objectives of the Land Use Plan are relevant to this request: Goal #2: Encourage development that enhances and preserves established neighborhoods; Obj.#4. Protect the City’s older, established neighborhoods, and promote their revitalization through needed infrastructure improvements and new residential investment; and Obj.#10. Target appropriate established neighborhoods and areas adjoining the central business district and industrial locations for conservation and revitalization activities including public and private investment.
Relevant Area Plan:	<u>Core City Plan</u> The plan identifies the site as being within the North Main Mixed Use Corridor, which is intended to serve as an important gateway to the area by being a symbolic “front door” that provides a first and last impression for visitors. It therefore encourages alternative uses, including institutional ones, and recommends design standards to ensure an appropriate urban development pattern. It also specifically mentions the development of public spaces that would help to add prominence and serve the area’s civic uses.

Zoning History:	There has been no recent zoning activity in this area.
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Transportation Information			
Adjacent Streets:	Name	Classification	Approx. Frontage
	N. Hamilton Street	Major Thoroughfare	915 feet
	Montlieu Avenue	Major Thoroughfare	190 feet
	E. Ray Avenue	Local	300 feet
Vehicular Access:	N Hamilton Street, Montlieu Avenue and E. Ray Avenue		
Traffic Counts: (Average Daily Trips)	N. Hamilton Street	4,600 ADDT (NCDOT 2017 traffic count)	
	Montlieu Avenue	3,200 ADDT (NCDOT 2015 traffic count)	
	E. Ray Avenue	No information available	
Estimated Trip Generation:	Not applicable		
Traffic Impact Analysis (TIA):	Required		TIA Comments
	<u>Yes</u>	<u>No</u> X	Not applicable
Pedestrian Access:	Development of the site is subject to the sidewalk requirements of the Development Ordinance.		
Comments:	The City of High Point Transportation Director shall approve the exact location and design of all access points and improvements.		

School District Comment
Not applicable to this zoning case.

Details of Proposal

This zoning map amendment proposes to rezone an approximate 4.8-acre area to the Main Street Sub District B (MS-B) District, to facilitate redevelopment for various civic and municipal uses. The northern portion of the site, lying north of Montlieu Avenue, contains the existing Guilford County EMS facility. Structures at the central portion of the site were recently razed and a children's museum is proposed. The southern portion of the site contains an existing City recreational facility (Culler senior center) that is being evaluated for future redevelopment. This rezoning was initiated by City Council, at the recommendation of the Planning & Development Department, because the current office and multifamily zoning districts governing the site do not permit all the land uses being considered for the redevelopment of this area.

Staff Analysis

The zoning site is within the North Main Mixed Use Corridor as designated by the Core City Plan. The proposed MS District was established to encourage compact, walkable, pedestrian-oriented, mixed-use development and redevelopment. It's also intended to enhance the range of goods and services available in the Core City area while providing a wider range of urban housing options near the central business district.

The MS District is currently established in this area on lands along the west side of N. Hamilton Street and that area contains a mixture of moderate size retail uses, office uses, and personal service uses. The proposed MS District promotes pedestrian oriented development through various building and site standards. These standards will pull development on the zoning site towards N. Hamilton

Street and will foster redevelopment that meets the goals and objectives of the North Main Mixed Use Corridor.

Associated with this request is a separate Zoning Map Amendment (ZA-18-21) for an abutting parcel on Montlieu Avenue to be used for parking for the proposed museum.

Consistency with Adopted Policy Guidance:

Whether and the extent to which the proposed zoning map amendment is appropriate for its proposed location, and is consistent with the purpose, goal objectives, and policies of the City's adopted policy guidance.

The Core City Plan identifies the site as being within the North Main Mixed Use Corridor and adopted policy guidance supports the development of public spaces that add prominence and serve the area's civic uses.

Reasonableness/Public Interest:

Whether an approval of the zoning map amendment is reasonable and in the public interest.

The MS-B District abuts to the west and it is applied to other nearby properties in the North Main Mixed Corridor.

Recommendation

Staff Recommends Approval:

The Planning & Development Department recommends approval of the request to rezone this 4.8-acre area to the MS-B District.

Required Action

Planning and Zoning Commission:

The NC General Statutes require that the Planning and Zoning Commission place in the official record a statement of consistency with the City's adopted plans when making its recommendation. This may be accomplished by adopting the statements in the Staff Analysis section of this report or by adopting its own statement.

City Council:

The NC General Statutes require that the City Council also place in the official record a statement of consistency with the City's adopted plans, and explain why the action taken is considered to be reasonable and in the public interest when rendering its decision in this case. This may be accomplished by adopting the statements in the Staff Analysis section of this report or by adopting its own statement.

Report Preparation

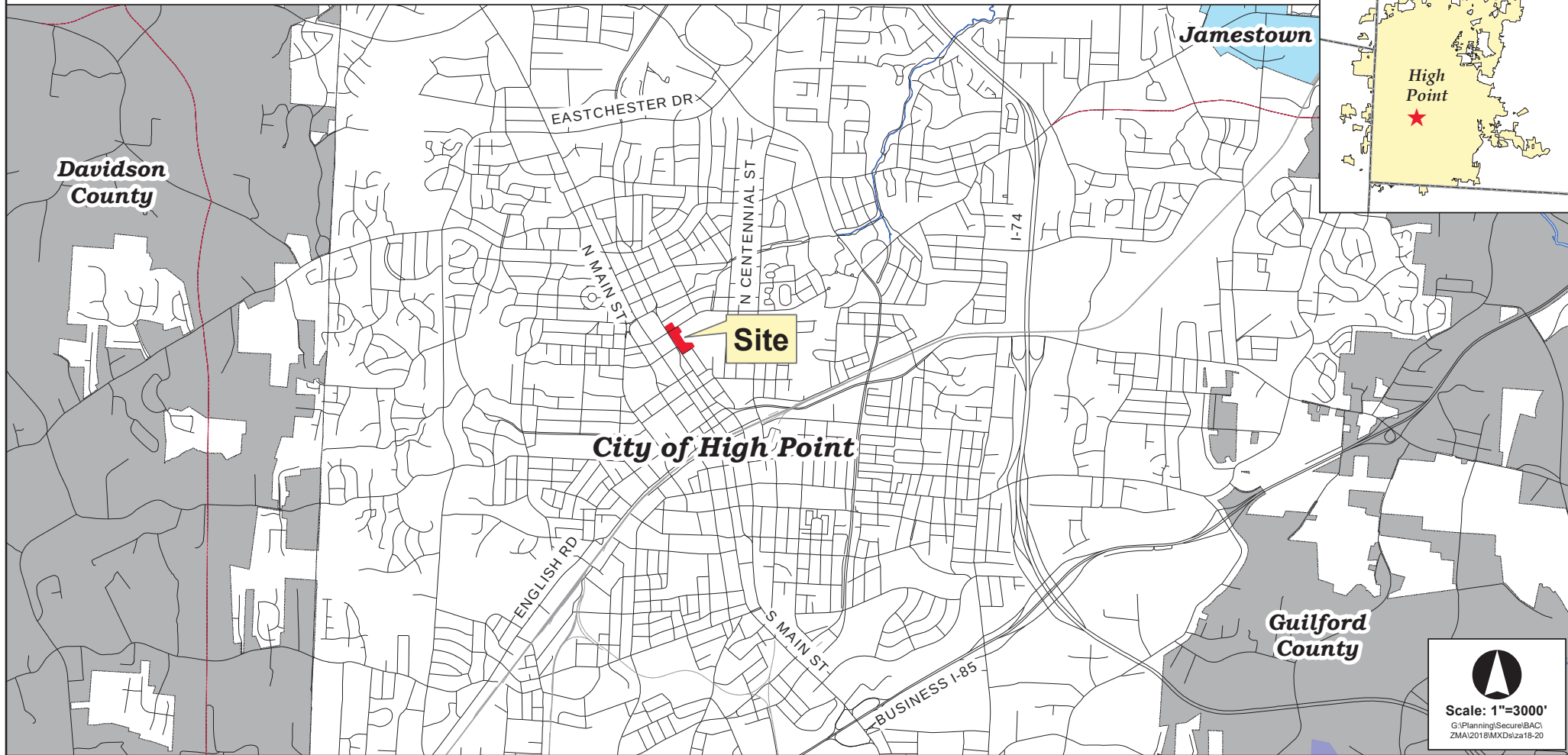
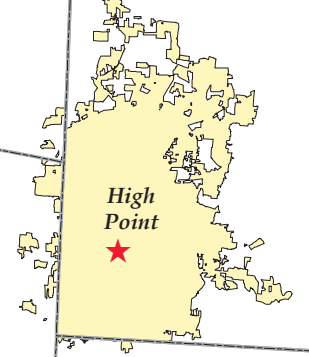
This report was prepared by Planning and Development Department staff member Herbert Shannon Jr. AICP, Senior Planner, and reviewed by Robert Robbins AICP, Development Services Administrator and G. Lee Burnette AICP, Director.

LOCATION MAP

ZONING MAP AMENDMENT: ZA-18-20

Applicant: City of High Point

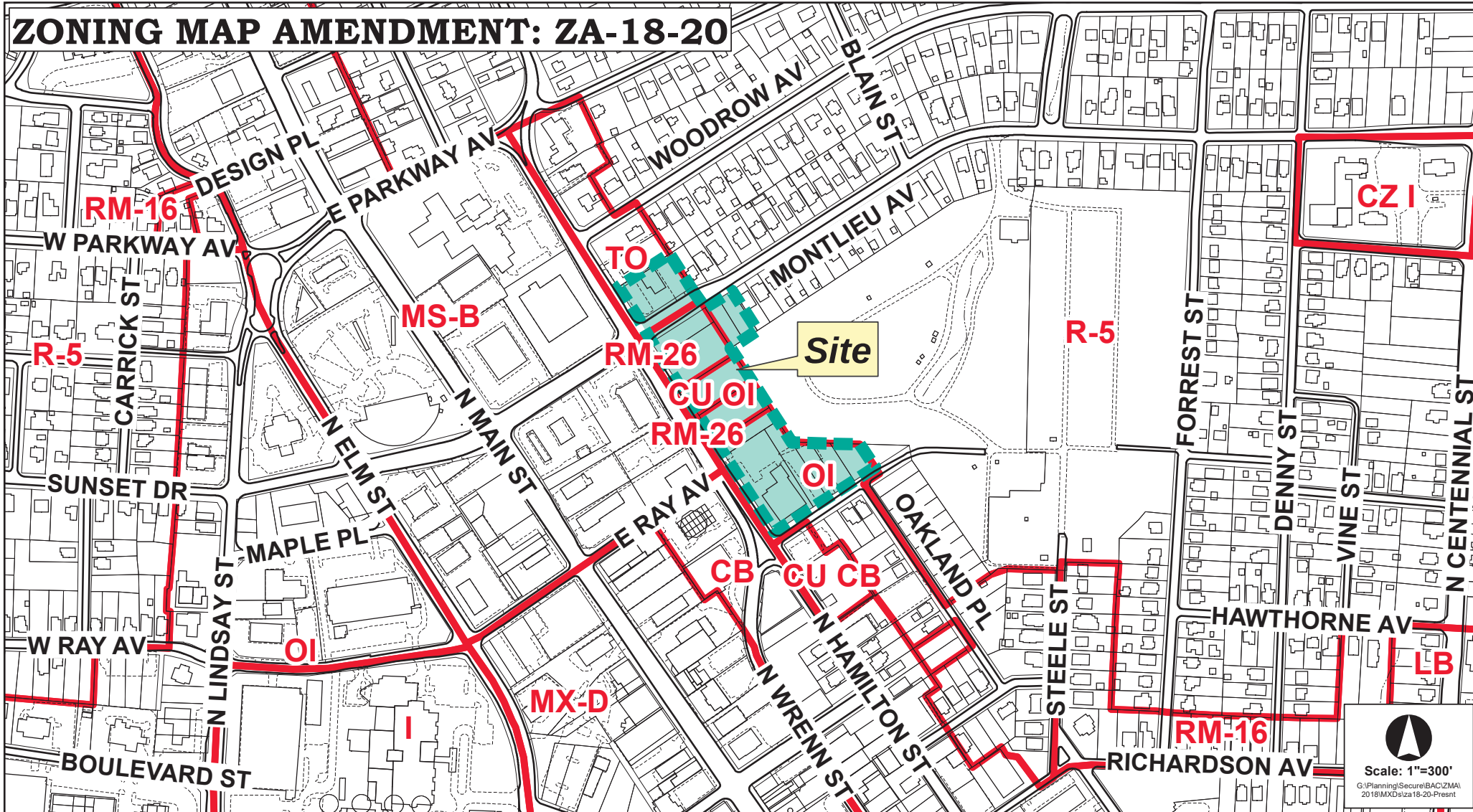
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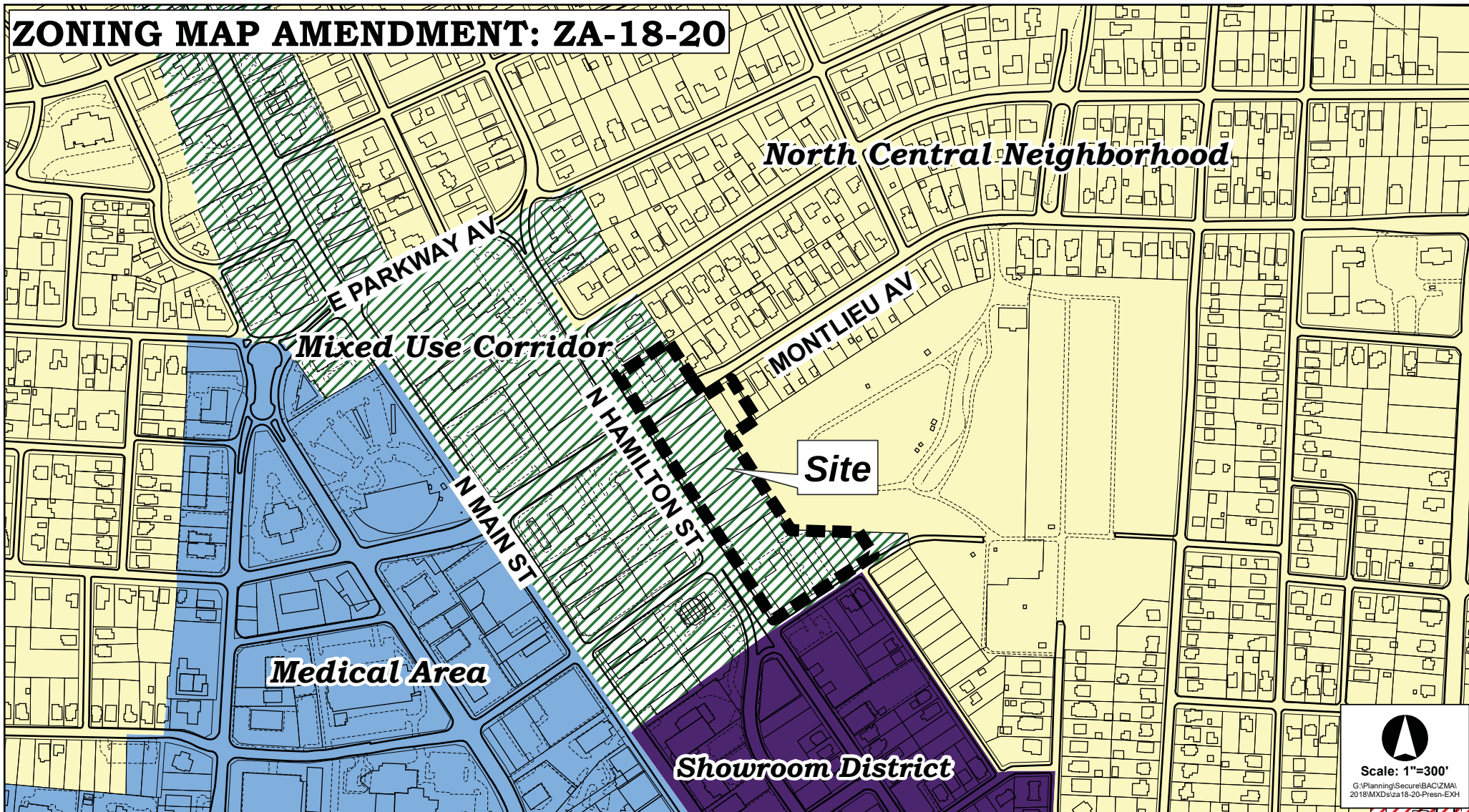
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ZONING MAP AMENDMENT: ZA-18-20

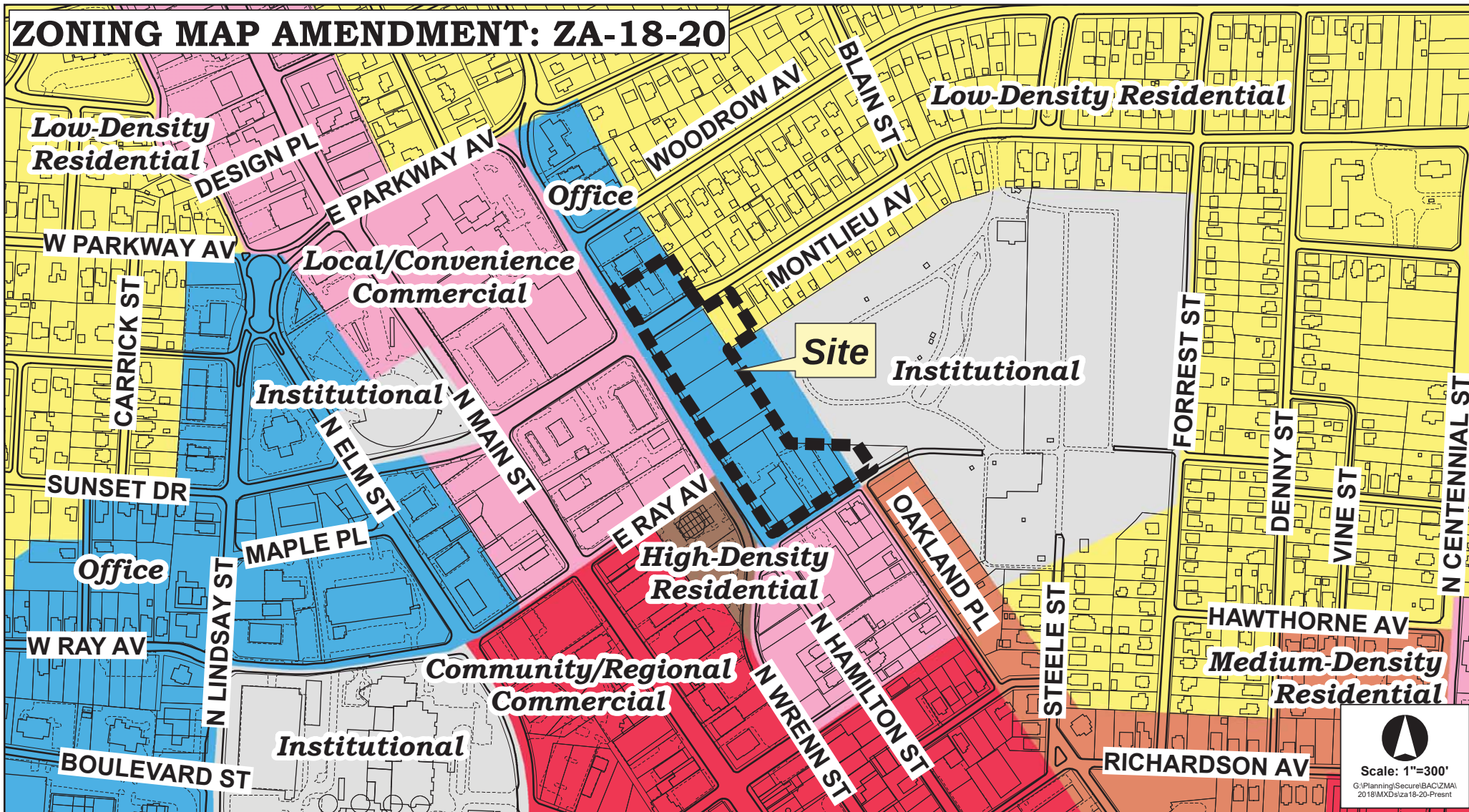


ZONING MAP AMENDMENT: ZA-18-20

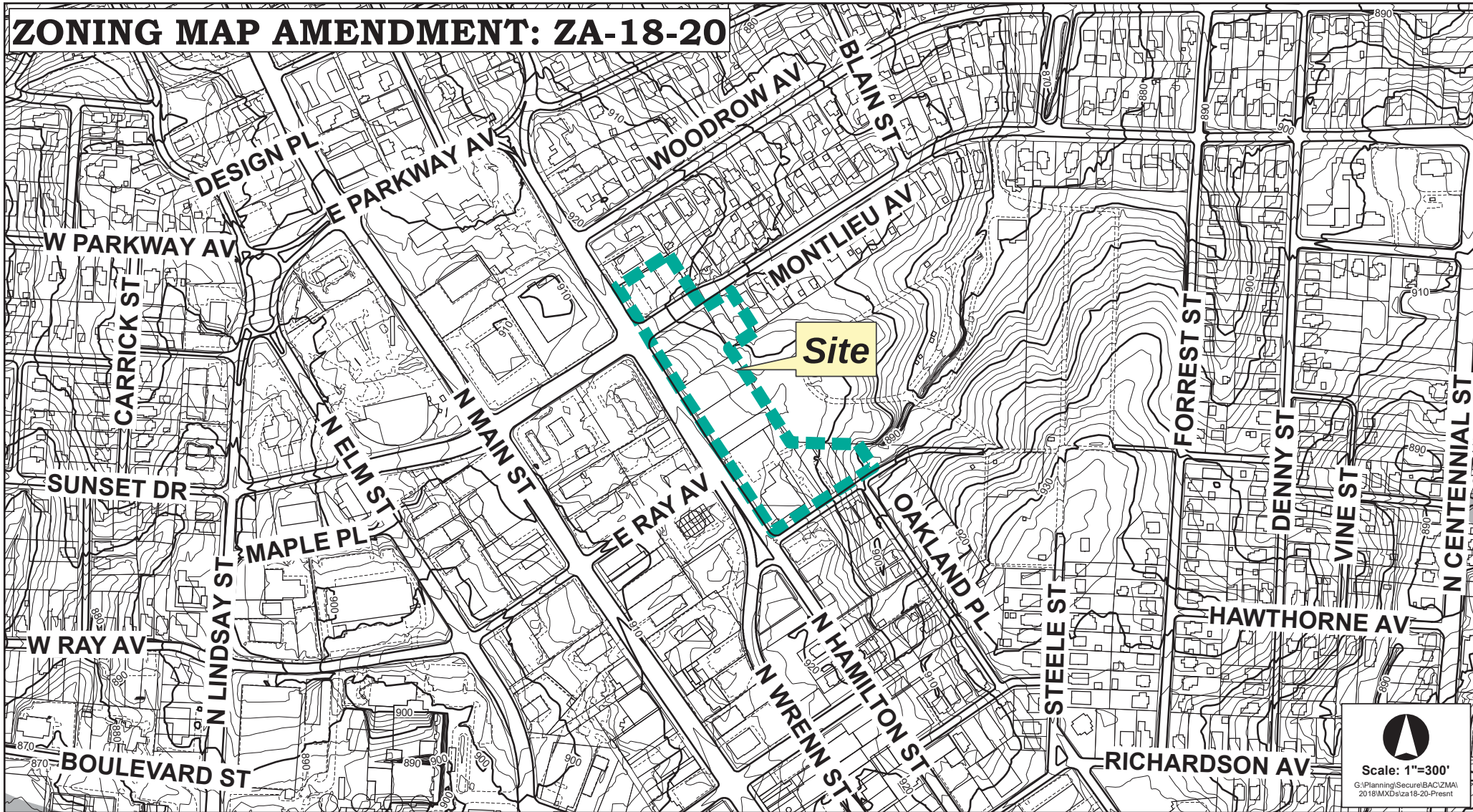


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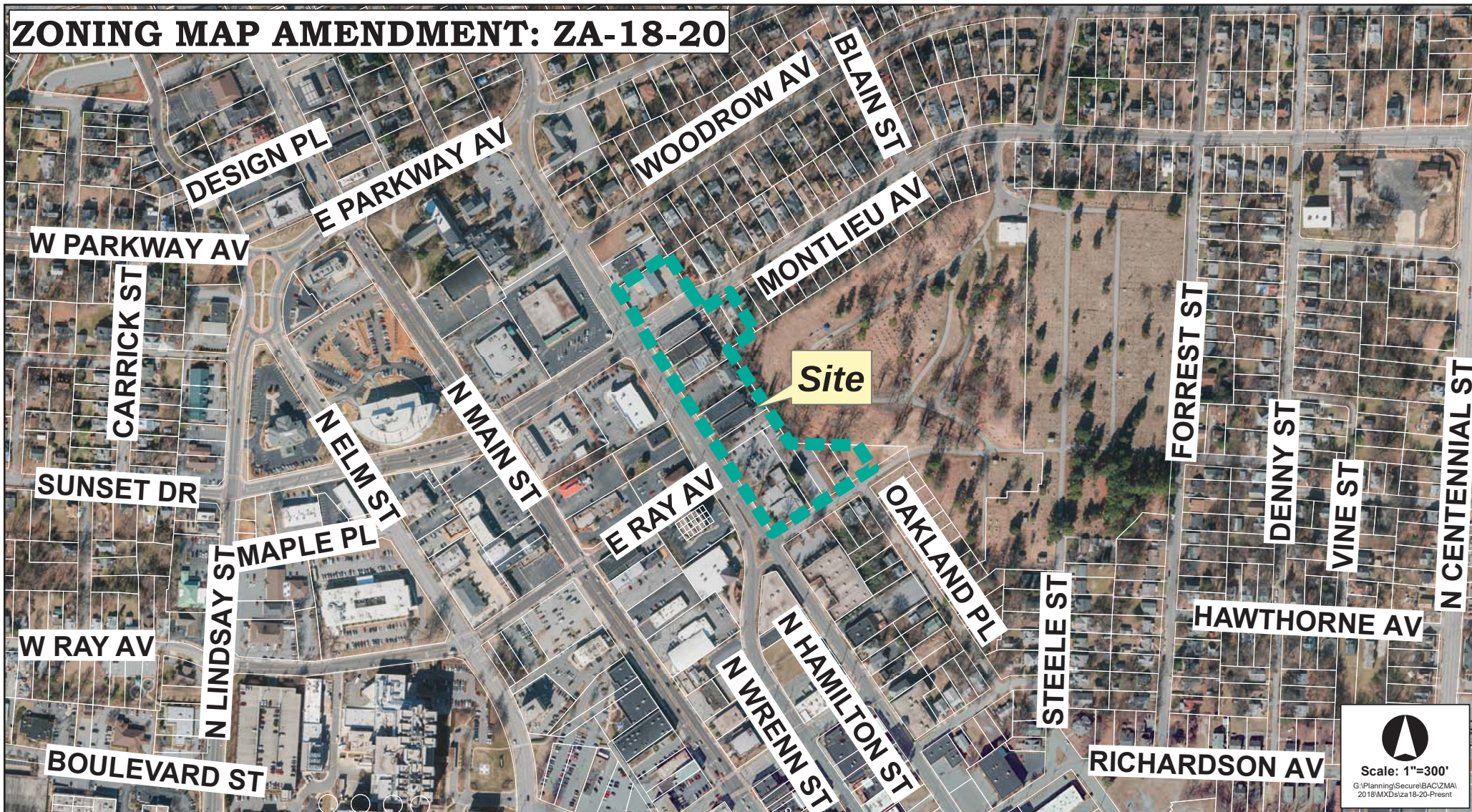
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ZONING MAP AMENDMENT: ZA-18-20



ZONING MAP AMENDMENT: ZA-18-20



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AN ORDINANCE AMENDING “THE CITY OF HIGH POINT, NORTH CAROLINA DEVELOPMENT ORDINANCE,” PURSUANT TO SECTION 2.4.19, ZONING MAP AMENDMENT, OF THE DEVELOPMENT ORDINANCE.

WHEREAS, the City Council of the City of High Point adopted “The City of High Point Development Ordinance” on May 16, 2016 with an effective date of January 1, 2017, and subsequently amended;

WHEREAS, public hearings were held before the Planning and Zoning Commission of the City of High Point on November 13, 2018 and before the City Council of the City of High Point on December 3, 2018 regarding **Zoning Map Amendment Case 18-20 (ZA-18-20)** a proposed amendment to the Official Zoning Map of the “City of High Point Development Ordinance”;

WHEREAS, notice of the public hearings were published in the High Point Enterprise on November 4, 2018, for the Planning and Zoning Commission public hearing and on November 21, 2018 and November 28, 2018, for the City Council public hearing pursuant to Chapter 160A-364 of the General Statutes of North Carolina; and

WHEREAS, the proposed amendment was adopted by the City Council of the City of High Point on **December 3, 2018**.

THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HIGH POINT:

SECTION 1

That the Official Zoning Map of the City of High Point be amended to establish the following described area as a: **Main Street, Sub District B (MS-B) District**. The property is approximately 4.8 acres lying along the east side of N. Hamilton Street, between E. Ray Avenue and Montlieu Avenue, and includes the corner parcel along the north side of Montlieu Avenue. The property is also known as Guilford County Tax Parcels 189676, 189725, 189726, 189727, 189745, 189746, 189747, 189748, 189749, 189753 (portion), 189754, 189755 and 189756.

SECTION 3

Should any section or provision of this ordinance be declared invalid, such decision shall not affect the validity of the remaining portions of this ordinance.

SECTION 4

That all ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 5.

This ordinance shall become effective upon the date of adoption.

____th day of XXXXXXXXXX xx, 20XX.

Lisa B. Vierling, City Clerk

SUMMARY OF CITIZENS INFORMATION MEETING
ZA-18-20 for 4.8 acres on N. Hamilton Street
ZA 18-21 for a 0.17 acre parcel at 212 Montlieu Avenue

A combined Citizens Information Meeting was held for Zoning Map Amendment 18-20 (ZA-18-20) and Zoning Map Amendment 18-21 (ZA-18-21). This meeting was held at 6:00pm on Monday, October 8, 2018 at the Roy. B Culler Jr. Senior Center. Notice for this meeting were mailed to surrounding property owners, within 300 feet, on September 27, 2018. There were 17 persons in attendance consisting of 8 adjacent residents, 5 members of the Children's Museum Foundation and 4 members of the City of High Point Planning & Development Department.

An overview of ZA-18-20 was provided by Mr. Lee Burnette, Planning Director. Mr. Barry Kitley, High Point University Director of Community Relations, provided an overview of ZA-18-21 and on the proposed children's museum project. Summary of questions are as follows:

- When will the museum project be completed?
Response: Mr. Kitley stated that a detailed project timeline has not been completed. At this time, they are proposing to conduct soil test on the property in November 2018 and they hope to start construction by the Spring/Summer of 2019.
- Residence at 214 Montlieu Avenue stated they have a shared driveway with 212 Montlieu Avenue (proposed parking lot for ZA-18-21). How will the parking lot impact the use of this shared driveway?
Response: Mr. Kitley stated that they have not completed the property survey, but this is an issue that will need to be addressed. Access will not be cut off to the residence at 214 Montlieu Avenue and a landscape buffer yard will be established between the parking lot and this abutting residence.
- Why do we need a new museum when the City already has a museum off E. Lexington Avenue?
Response: Mr. Kitley stated that the museum off E. Lexington Avenue focuses on the history of High Point and the surrounding area. This museum will cater to children in conjunction with High Point University School of Education. This museum will also be part of the catalysis project to spur development in the downtown area. There needs to be more than just the baseball stadium to spur year round activity in the downtown area.
- Why was this specific site chosen for a museum?
Response: Mr. Kitley stated that they attempted to find other property in this area; however, this was the only site they could find that was in their price range and large enough to house the size facility they are proposing.
- Is there any information on the possible widening of Montlieu Avenue and will the speed limit be reduced?
Response: Mr. Burnette stated that Montlieu Avenue improvements are being studied but no definite plans have been established.

At the conclusion of the meeting Mr. Burnette and Mr. Kitley provided their contact information in case there are any additional questions.

Office of the Mayor
City of High Point
North Carolina

PROCLAMATION...

WHEREAS, Public Law 115-102 was signed January 8, 2018 to establish the 400 Years of African-American History Commission Act to commemorate the arrival of Africans in the English colonies in 1619; and

WHEREAS, The duties of the 400 Years of African-American History Commission are to recognize, highlight, and educate the public on the resilience and contributions of African-Americans since 1619, acknowledge the impact of slavery and racially discriminatory laws on the United States, and encourage civic, patriotic, historical, educational, artistic, religious, economic, and other organizations to organize and participate in the Commemoration; and

WHEREAS, People of African descent in Guilford County were dehumanized, enslaved and deprived of their progeny, homeland, family, friends, inheritance, name, religious rituals, and cultural practices, and were not treated as equals in every sphere of life; and

WHEREAS, High Point was incorporated in 1859, and African-Americans, notwithstanding their dehumanization, degradation, and discrimination, have founded schools, built churches, owned land and property, lived, worked and worshiped in our city, and served and gave their lives in military service, established businesses and professional services, lead the Civil Rights Movement, were leaders in the Federation of Negro Women's Clubs, and served on Guilford County and High Point committees and boards; and

WHEREAS, From the eras of slavery to segregation, a time spanning the 1700s to the 1970s, the laws of North Carolina legally discriminated against people of African descent by categorizing all people as "White" or "Colored", and even to the extent that some of the enslaved and free people of color were interred in the "Colored Section" of High Point's Oakwood Cemetery;

WHEREAS, On February 11, 1960, 26 African-American High Pointers were the first high school students in the United States to lead a sit-in to end racial discrimination in food service at lunch counters;

WHEREAS, Due to the discrimination of segregation, many African Americans left High Point taking their talent, skill, industriousness, and creativity to other places so as to make a better life for themselves and their families;

WHEREAS, The Commemoration Committee for 400 Years of African American History was organized November 3, 2018 at Congregational United Church of Christ, 401 Gordon Street, with a mission to launch a series of programs and events throughout 2019 in the city of High Point to participate in the Commemoration and assist High Point organizations and institutions in furthering the Commemoration; and

WHEREAS, It is fitting and proper that the City of High Point commemorate 400 years of African-American History.

NOW, THEREFORE, the Mayor and High Point City Council do hereby proclaim 2019 as a year of commemoration for 400 Years of African-American History in High Point, North Carolina and encourage our citizens to plan, organize, conduct, and participate in research, activities, events, and programs to celebrate African-American history.

"400 Years of African-American History in High Point, North Carolina"



IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the Seal of the City of High Point, this 3rd day of December 2018.


Jay W. Wagner, Mayor

CITY OF HIGH POINT

AGENDA ITEM



Title: Special Use 18-04
(Faulk & Foster, representing Verizon Communication, Inc.)

From: Lee Burnette, Planning & Development
Director

Meeting Date: December 3, 2018

Public Hearing: Yes

Advertising Date: November 21, 2018, and
November 28, 2018

Advertised By: Planning & Development

Attachments: A. Planning and Zoning Commission Recommendation
B. Staff Report
C. Special Use Permit
D. Supporting Documents

PURPOSE:

A request by Faulk & Foster, representing Verizon Communication, Inc., to permit a major wireless telecommunication facility. The site is approximately 8.7 acres and lying along the south side of Skeet Club Road, approximately 800 feet east of Braddock Road (1520 Skeet Club Road).

BACKGROUND:

The staff report and the Planning & Zoning Commission's recommendation are enclosed.

BUDGET IMPACT:

There is no budget impact.

RECOMMENDATION / ACTION REQUESTED:

- A. Staff recommended **approval** of this request, as outlined in the attached staff report.
- B. On November 13, 2018, this request was submitted to the Planning and Zoning Commission to allow the Commission and the public to make comments.

PLANNING AND ZONING COMMISSION COMMENTS

Faulk & Foster

Special Use 18-04

At its November 13, 2018 public hearing, the Planning and Zoning Commission was provided a summary of a request to permit a Major Wireless Telecommunication Facility in a Residential Single Family -3 (R-3) District. All members of the Commission were present except for Ms. Angela McGill, Ms. Marie Stone, Mr. Andrew Putnam and Mr. Ray Wheatley. Mr. Herbert Shannon, Senior Planner, provided a summary of the proposal.

Speaking on the request:

Speaking in favor of the request, on behalf of the applicant, was Mr. James LaPann, attorney and zoning specialist with Faulk & Foster, 584 Laurel Lane, Lancaster, PA. Mr. LaPann provided an overview of the request and explained how this proposal differs from their previous submittal. He also stated that the proposed wireless telecommunication facility is in compliance with the city's Development Ordinance and that this new location on the property was chosen to keep the tower away from adjacent property lines.

Also speaking in favor were Mr. David Cousins, an engineer with Kimley Horn & Associates, 11720 Amber Park Drive, Alpharetta, GA and Mr. Michael Berkowitz, real estate appraiser, 1100 Sundance Drive, Concord, NC. Mr. Cousins spoke to the fact that a sealed geotechnical study has been provided as a part of the supporting documents to address concerns with the soils in this area and that a fall zone letter has been provided noting that in the event of a failure the structure would collapse in a 50-foot fall zone area. Mr. Berkowitz provided an overview of the property impact study he conducted, which is part of the supporting documents in the staff report. He stated that Skeet Club Road is being upgraded to a major 4-lane facility and new utility lines structures associated, with the road improvement project, have more of a visual impact than the proposed tower. Based on his analysis, the requested tower will not negatively impact adjacent property owners.

Planning & Zoning Commission Action

The Commission stated this new submittal better addressed the issues raised during the review of their previous Special Use submittal.

**CITY OF HIGH POINT
PLANNING AND DEVELOPMENT DEPARTMENT**

**STAFF REPORT
SPECIAL USE PERMIT 18-04
November 13, 2018**

Request	
Applicant: Faulk & Foster Real Estate, Inc., representing Verizon Communications, Inc.	Owner: Jeffery Patton and Holly Dee Patton
Proposal:	A special use request to allow a major wireless telecommunication facility in a Residential Single Family-3 (R-3) District.

Site Information	
Location:	Lying along the south side of Skeet Club Road, approximately 800 feet east of Braddock Road (1520 Skeet Club Road)
Tax Parcel Number:	Guilford County Tax Parcel 0204401
Site Acreage:	Approximately 8.7 acres
Current Land Use:	Single family dwelling
Physical Characteristics:	The site has a moderate to severely sloping terrain and is heavy wooded. A perennial stream runs across the southern 1/3 of the property and the steeper terrain of the site is along this stream corridor. Additionally, there is a 100-foot wide underground telephone line right-of-way running across the southern 1/3 of the property.
Water & Sewer Proximity:	A 12-inch City water line and an 8-inch & 16-inch sewer line lies adjacent to the site along Skeet Club Road.
General Drainage and Watershed:	The site drains in a southeasterly direction and development is subject to the Oak Hollow Lake Watershed Critical Area (WCA) requirements. Engineered stormwater treatment measures are required for development with a total impervious surface area greater than 24% of the site. The southern half of the site is within Tier 3 of this WCA, which only permits two-dwelling units per acre for single family development or a maximum 35% built-upon area for other permitted uses. The northern half of the site is within Tier 4 of this WCA, which only permits two-dwelling units per acre for single family development or a maximum 50% built-upon area for other permitted uses.
Overlay Districts	Oak Hollow Lake Watershed Critical Area (WCA) – Tier 3 and Tier 4

Adjacent Property Zoning and Current Land Use			
North:	R-3	Residential Single Family-3 District	Deep River Recreational Center and Park
South:	R-3	Residential Single Family-3 District	Single family dwellings
East:	R-3	Residential Single Family-3 District	Church
West:	R-3	Residential Single Family-3 District	Single family dwelling

Relevant Land Use Policies and Related Zoning History	
Community Growth Vision Statement:	This request is not in conflict with the Community Growth Vision Statement.
Land Use Plan Map Classification:	The site has a Low Density Residential land use classification. This classification is primarily intended to accommodate single family detached dwellings on individual lots. Development densities in these areas shall not exceed five dwelling units per gross acre.
Land Use Plan Goals, Objectives & Policies:	This request is neither in conflict with the goals and objectives of the Land Use Plan, nor does it promote those goals and objectives.
Relevant Area Plan:	Not applicable
Community Growth Vision Statement:	This request is not in conflict with the Community Growth Vision Statement.
Zoning History:	A similar request, Special Use 18-01, was submitted for this same site earlier this year. This request was denied by City Council at their May 21, 2018 public hearing.

Transportation Information			
Adjacent Streets:	Name		Classification
	Skeet Club Road		Major Thoroughfare
			Approx. Frontage
			75 ft.
Vehicular Access:	Via driveway access from Skeet Club Road.		
Traffic Counts: (Average Daily Trips)	Skeet Club Road	15,000 AADT	(NCDOT 2015 count)
Estimated Trip Generation:	Not applicable		
Traffic Impact Analysis:	Required		TIA Comment
	<u>Yes</u>	<u>No</u> X	Not applicable
Pedestrian Access:	Not applicable		

School District Information
Not applicable to this zoning case.

Details of Proposal

This special use request proposes to allow a 135-foot high telecommunication tower on an 8.7-acre residentially zoned parcel. The Development Ordinance permits wireless telecommunication facilities, up to 60 feet in height, by right in all residential zoning districts. A wireless telecommunication facility over 60 feet in height in a residential zoning district is considered a major wireless telecommunication facility and requires special use approval by City Council. Included with this application is a Special Use Permit that outlines site development conditions. A summary of this proposal is as follows:

- **Location:** The tower structure is proposed to be installed, within a 100-foot by 100-foot special purpose lot, on the northern portion of the site.
- **Tower Type and Height:** A 135-foot tall monopole style telecommunication tower is proposed to be installed, with four (4) separate antenna arrays.
- **Access:** There is a gravel access drive from Skeet Club Road that serves the existing single family residence. This same driveway drive will use to access the tower facility.

A similar proposal was submitted earlier this year by this applicant for this same parcel. Because of compatibility concerns, proximity to an adjacent daycare playground area and soil suitability (lack of geotechnical study evidence) the City Council denied this previous request by a vote of 6-3. The applicant took into consideration concerns raised by the abutting church and City Council, and adjusted this new application as follows:

	Previous Application SU-18-01	Current Application SU-18-04	Change
Tower Height	145 ft.	135 ft.	-10 ft. 7% decrease
Tower Fall Zone	15 ft. from northern property line. Fall zone went to edge of eastern property line	50 ft. from northern property line Fall Zone 45 ft. from eastern property line. <i>(totally within the 100 ft x 100 ft special purpose lot area)</i>	+35 ft. +45 ft.
Distance from abutting church property	<u>North:</u> Approx. 90 ft <u>East</u> Approx. 75 feet	<u>North:</u> Approx. 100 ft. <u>East:</u> Approx. 95 feet	+ 10 ft. 11% increase +20 ft. 26% increase
Screening Landscaping	Chain link fence (non-opaque fence)	Wood fence (opaque fence) Approx. 25% more trees will be planted along northern, eastern & southern boundary of tower fence compound <i>(Cherry Laurel to be planted every 10 ft. and Southern Magnolia to be planted every 10 ft)</i>	

The following documentation is included with this application to support and justify this proposal:

1. Ordinance Compliance statement from applicant
2. Site plan packet
3. Fall Zone letter, seal by structural engineer (Sabre Industries)
4. First right of refusal letter to City of High Point (installation of City antenna array)
5. Citizens Information Meeting Report
6. S&ME, Inc./Geotechnical Exploration Report (cover letter sealed by Engineer)
7. Property Impact Study for Cell Tower, sealed by Michael Berkowitz, NC Certified General Real Estate Appraiser
8. Balloon Test/Photo Simulation of proposed tower
9. Map of Radio Frequency depicting current lack of coverage and coverage with proposed tower

Under the previous application a Determination of No Hazard to Air Navigation letter was provided by the FAA. Because the tower is being moved to a new location, a new FAA letter is required. Since a no hazard letter was received for the previous application, which proposed a taller structure, it is anticipated that a letter will be issued for the application. However, at the time of this report, the applicant has not received the FAA letter.

Findings

A special use is an additional use to those permitted by right in a zoning district. Such a use requires analysis for its potential impact on the proposed site and its impact on surrounding properties. The purpose of the special use process is to allow the Planning and Zoning Commission and City Council an opportunity to perform this analysis.

Section 2.4.11.C of the Development Ordinance requires that certain findings be made before a special use may be approved. Based on the applicant's submittal and proposed conditions, as they existed on the date of this report, the Planning and Development Department offers the following comments relative to these required findings.

Will not materially endanger the public health or safety if located where proposed.

Compliance	The Development Ordinance states that all wireless support structures shall not exceed 200 feet in height and shall be setback a minimum distance necessary to insure the support structure will remain on site following collapse (its fall zone), as certified by a licensed professional engineer. Based on the following documentation submitted by the applicant, staff finds the request will not endanger the public health or safety: 1. A 135-foot tall structure is proposed, which is well under the 200-foot height limit. 2. The applicant has submitted a letter dated October 16, 2018, sealed by a professional engineer from Sabre Industries Tower and Poles, stating the proposed monopole structure will have a fall zone of less than 50 feet. This is within the 100-foot by 100-foot tower special purpose lot area and approximately 45 feet from the abutting church property line.
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Complies with all required standards, conditions, and specifications of the Development Ordinance, including Chapter 4: Uses.

Compliance	All wireless facilities and support structures shall comply with or exceed current standards and regulations of the Federal Aviation Administration (FAA), the Federal Communications Commission (FCC) and any other agency of the State or federal government that regulates telecommunications facilities. Subject to the submittal of a "Determination of No Hazard to Air Navigation" letter from the FAA, the request will be in compliance with standards of the Development Ordinance. Staff has reviewed the Special Use Permit plans and has determined the request meets or exceeds the standards of the Development Ordinance, except for receipt of the FAA letter.
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Will not substantially injure the value of the abutting land, or the special use is a public necessity;

Compliance	The applicant is placing the proposed telecommunication structure in a wooded portion of the property approximately 395 feet south of Skeet Club Road and more than 500 feet from the nearest residential dwelling. The site abuts an existing 31,000-square foot non-residential use (church); however, the proposed monopole structure will be to the rear building line of this church structure.
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	Staff has not identified any evidence that the proposed wireless telecommunication structure will substantially injure the values of abutting properties. Based on its proposed location, distance from adjacent residential dwellings and that fact it abuts an existing non-residential use, staff finds that the request would be in harmony with surrounding uses.
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Will be in harmony with the area in which it is to be located.

Compliance	The northern portion of the site is at a higher elevation, which reduces the need to apply for a taller tower structure. Also, the existing driveway will be used; thus, lessening environmental impact from grading and paving a longer access drive in this watershed critical area. Placement on the southern half of the property, behind the existing dwelling, would be closer to the abutting dwelling on the parcel to the west and be within Tier 3 of the watershed critical area that has more restrictive development standards. Finally, the southern portion of the site is encumbered by a perennial stream that requires a 200-foot wide stream buffer (100 feet on both sides of stream) and a separate 100-foot wide underground telephone easement.
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Is in general conformity with the City's adopted policy guidance.

Compliance	Wireless communication facilities are permitted in all zoning districts, subject to applicable uses and district standards. The proposal to establish a 135-foot tall monopole tower structure at this location does not conflict with adopted policy guidance.
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Recommendation

Staff recommends approval

Based upon the conditions in the attached Special Use Permit and the preliminary findings of fact, staff finds that the request will be compatible with the surrounding zoning and in harmony with adjacent development in this area.

Subject to the submittal of a Determination of No Hazard to Air Navigation letter from the FAA, the Planning and Development Department recommends approval of this Special Use request to allow a 135-foot tall wireless communication facility structure in a Residential Single Family-3 (R-3) District.

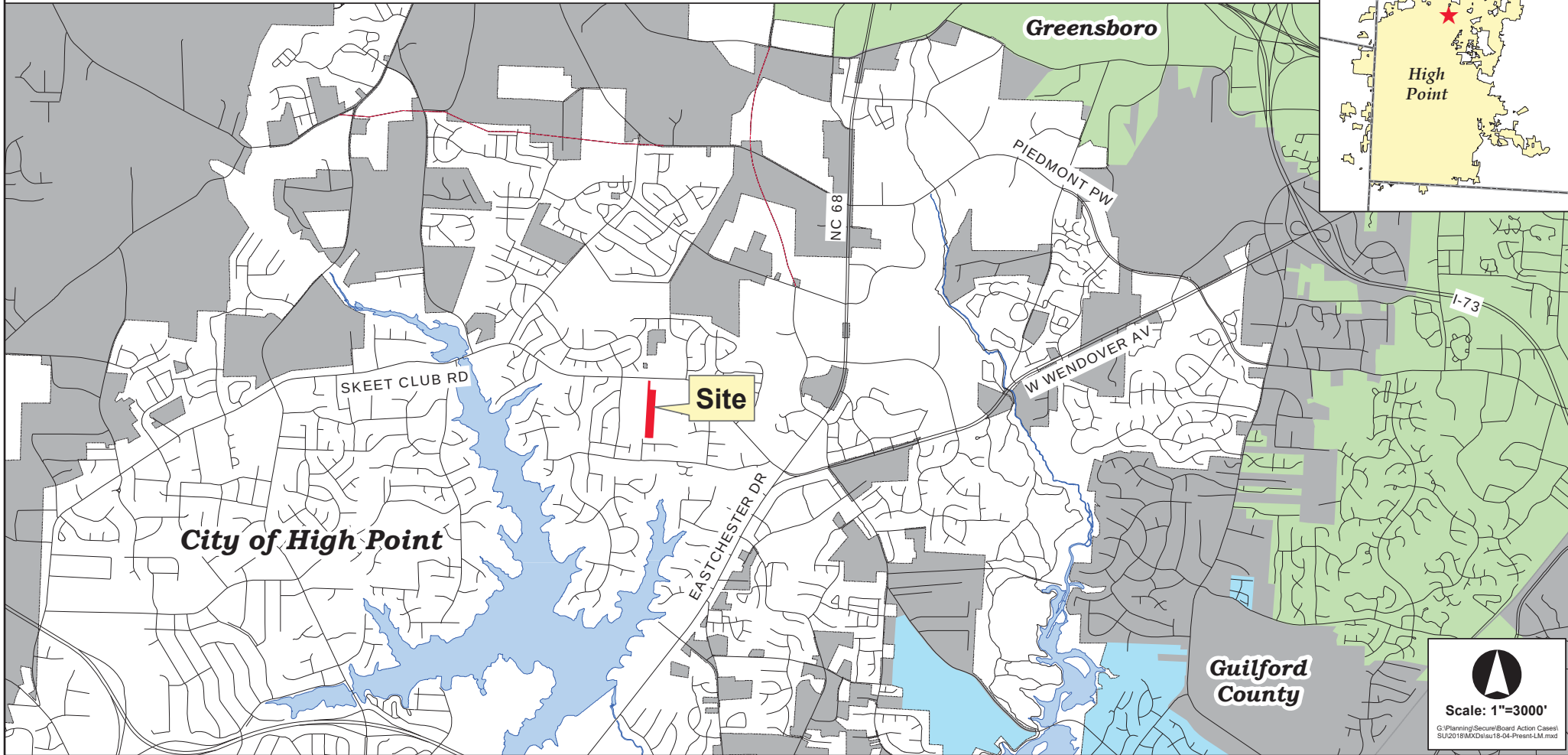
Report Preparation

This report was prepared by Planning and Development Department staff member Herbert Shannon Jr. AICP, Senior Planner, and reviewed by Robert Robbins AICP, Development Services Administrator and Lee Burnette AICP, Director.

LOCATION MAP

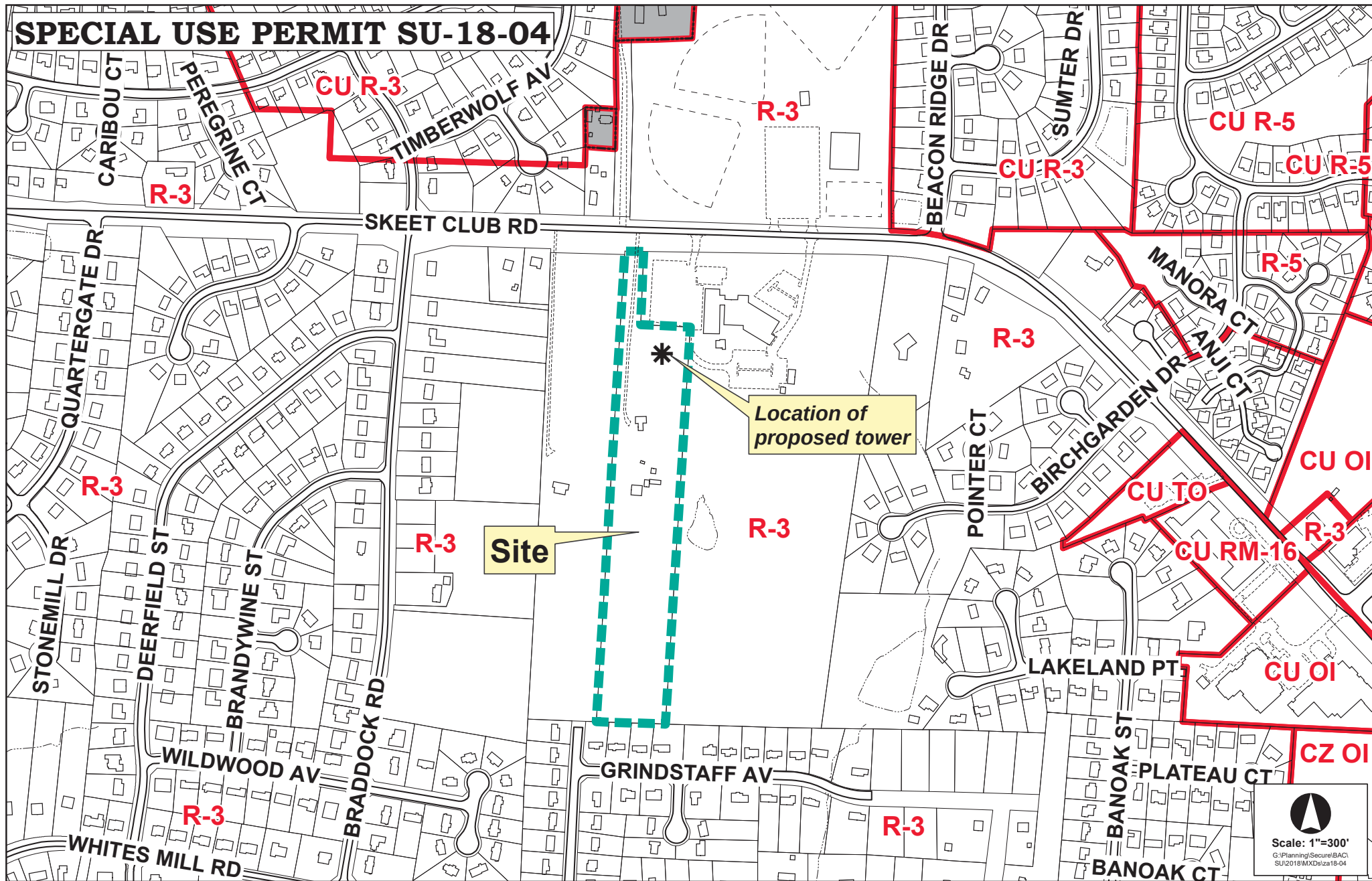
SPECIAL USE SU-18-04
Applicant: Faulk & Foster

Vicinity Map

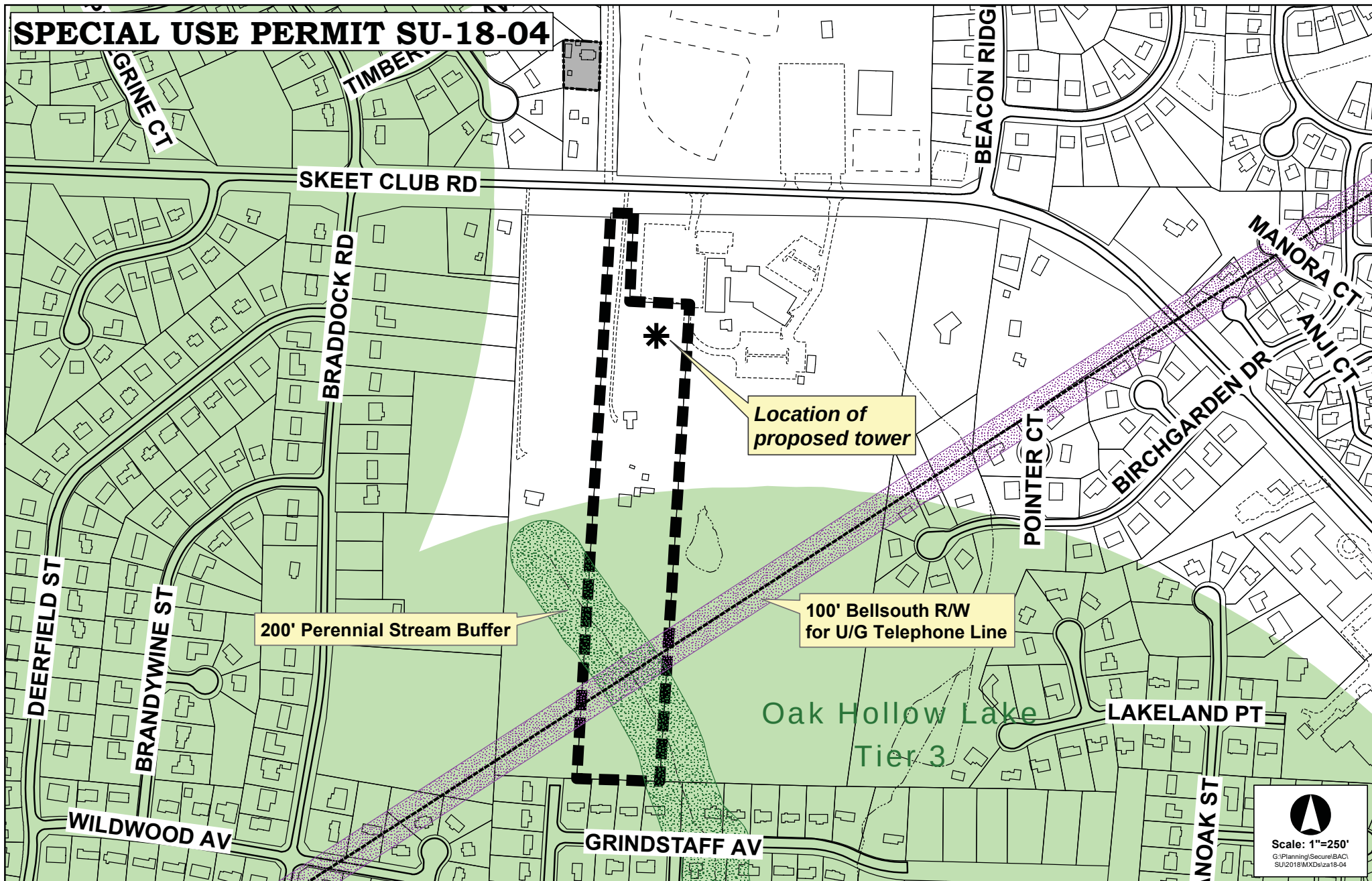


Scale: 1"=3000'
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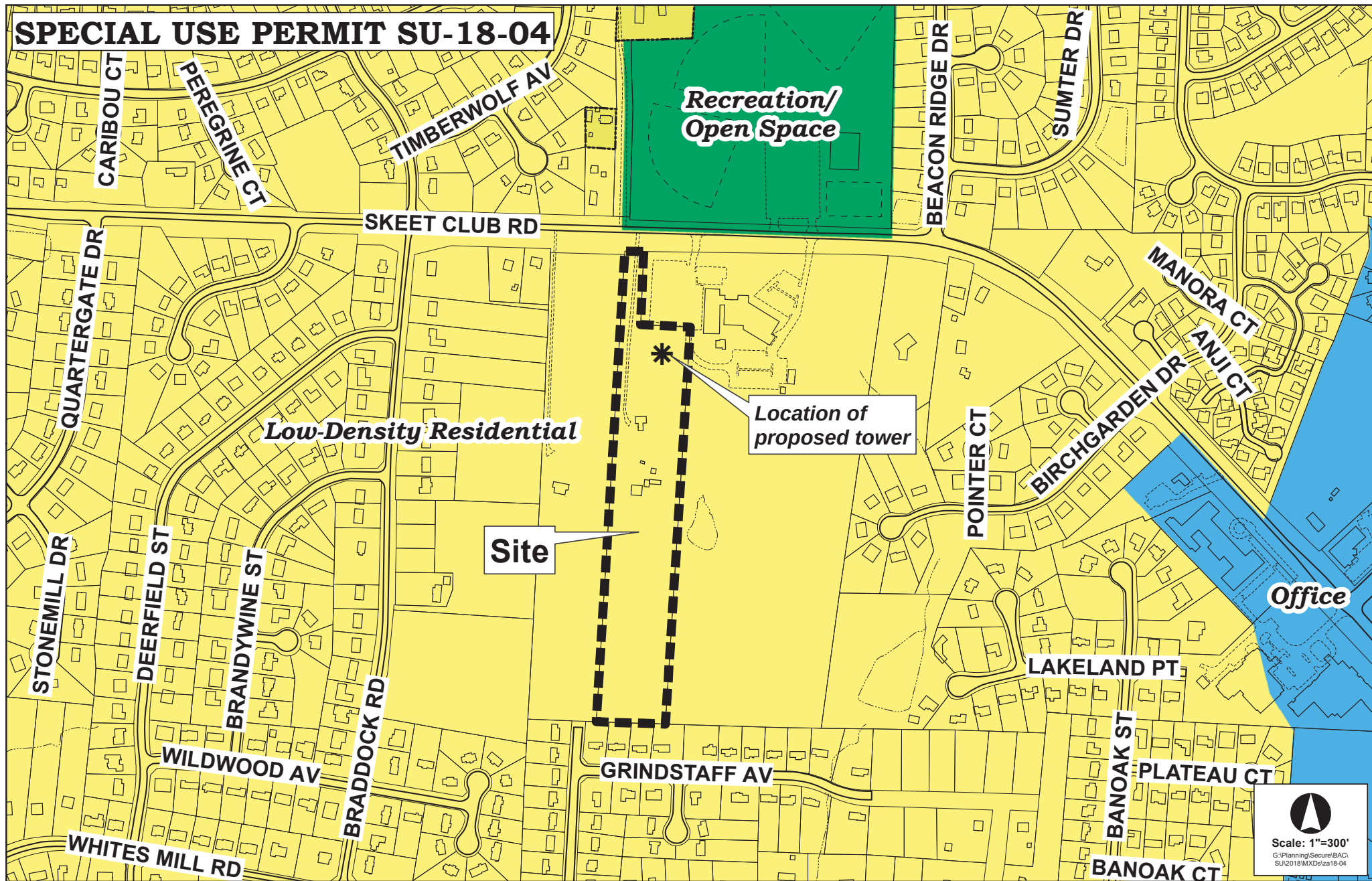
SPECIAL USE PERMIT SU-18-04



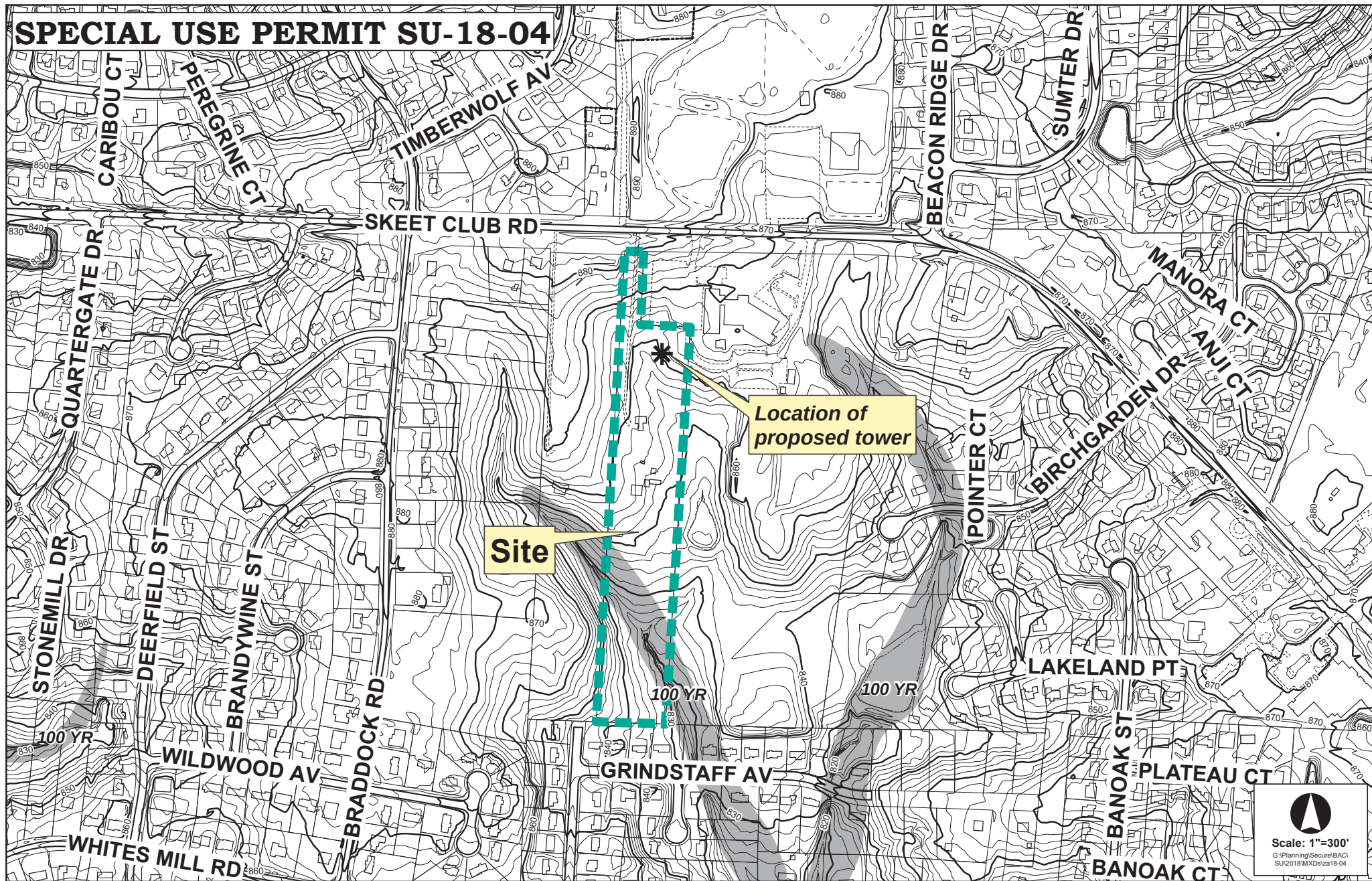
SPECIAL USE PERMIT SU-18-04



SPECIAL USE PERMIT SU-18-04



SPECIAL USE PERMIT SU-18-04



SPECIAL USE PERMIT SU-18-04



SPECIAL USE 18-04
CITY OF HIGH POINT, NORTH CAROLINA
(Adopted xxxxxx xx, 2018)

SECTION 1

The City of High Point City Council, pursuant to Section 2.4.11, Special Use, of the City of High Point Development Ordinance, approved a Special Use and Site Plan for the following use, subject to the following condition(s):

Part I. USE: Major Wireless Telecommunication Facility

Part II. Conditions:

- (a) Type Structure – Monopole
- (b) Maximum Height – 135-feet
- (c) Co-location (shared use of tower): A minimum of four (4) antenna locations will be made available (see Special Use Permit plan).

SECTION 2

Description of Property: The property is approximately 8.7 acres, lying along the south side of Skeet Club Road, approximately 800 feet east of Braddock Road (1520 Skeet Club Road). The property is also known as Guilford County Tax Parcel 0204401.

SECTION 3

A special use and the associated site plan approval are perpetually binding and run with the land, unless amended. A material change to a special use or to an associated site plan that alters the objectives and purposes of the requirements or conditions of the special use constitute an amendment to the special use.

If development approved as a special use is discontinued for a period exceeding 18 months, or if a special use is replaced by a use otherwise permitted by right in the zoning district, the special use approval is deemed abandoned and the special use approval is null and void.

An action invalidating a special use condition of approval for any reason shall render the special use null and void.

SECTION 4

Special Use 18-04 and the accompanying site plan were approved by the City Council of High Point, North Carolina on the xxth Day of xxxxxxxxxx, 2018.

Special Use 18-04 Findings of Fact and Conclusion of Law were approved by the City Council of High Point, North Carolina on the xxth Day of xxxxxxxxxx, 2018.

Lisa B. Vierling
City Clerk

Date

Supporting Documentation

SU-18-04



Faulk & Foster

October 19, 2018

SENT VIA FED EX

Herbert K. Shannon Jr. AICP
Senior Planner/Zoning Coordinator
Planning and Development Department
211 S Hamilton, Room 316 | High Point, NC 27260

Re: Proposed Verizon Wireless Telecommunications Tower at
1520 Skeet Club Rd, High Point NC 27265
Tax/Pin: 0204401
Verizon Site Name: **Silver Fox**

Mr. Shannon:

I am enclosing the following in support of the Verizon Wireless application for a Special Use Permit for the Verizon site identified above:

1. Ordinance Compliance Statement with exhibits:
 - A. Stamped engineering drawings of site
 - A-1 Engineer letter certifying fall zone.
 - B. Letter from Verizon Wireless regarding 1st refusal
 - C. Notice of Citizens Information Meeting
 - D. Report of Citizens Information Meeting
 - E. Report of Geotechnical Exploration
Letter confirming applicability of previous report
 - F. Economic Impact report
 - G. Photo Simulations
 - H. Radio Frequency Maps.

The original Special Use Permit Application signed by the property owner was sent to you previously. Thank you very much for your help.

Very truly yours,

James L. LaPann
Zoning Specialist – Faulk & Foster
(518) 791-3740

ORDINANCE COMPLIANCE STATEMENT AND NARRATIVE

Application: Application for a Special Use Permit for a proposed Verizon Wireless Communication Tower Site

Verizon Site Name: SILVER FOX

Project Description: Verizon plans to construct a 135' monopole tower with a 4' lightning rod. Verizon will also place a 12' x 30' equipment shelter within a fenced compound area at the tower base on a 100' x 100' leased area. (See enclosed drawings for details (Exhibit A)). This tower will have provisions on the tower for multiple carriers.

Parcel Address: 1520 Skeet Club Rd, High Point NC 27265

Property Owner: Jeffrey and Holly Patton, same address

Zoning: R3; Low density residential

NARRATIVE

Verizon Wireless is continually improving its network to best meet the needs of the community. In the present case, the growth in usage and the exhaustion of capacity at existing locations requires a new location. The purpose of this proposed tower will be to improve coverage to the area of the City of High Point that is north east of the heart of High Point, and south west of Piedmont Triad International Airport.

The area where the tower is proposed is in a wooded area between housing developments and across the main road from a large park, called Deep River Recreation Center. There is a concentration of residential properties on all sides of the proposed tower. This proposed tower will provide excellent coverage for these properties, as well as for individuals passing through this area on the main east west highway, Skeet Club Road (Rte. 1820).

One of the factors that Verizon has taken into consideration in designing this proposed site is the potential impact that the tower will have on the aesthetics of the area. The drawings (Exhibit A) show that there is a large wooded area to the east, south and west. The Deep River Recreation Center is to the north.

This wooded area will provide a buffer of thick woods to "cushion" the site from the residential areas. The proposed tower will be 135 feet tall with a 4 foot lighting rod. The trees that surround the proposed site, will not shield the full 135 feet of the tower, but they will cover the fenced in compound, outdoor equipment, solid wood fencing and all other equipment from view. These surrounding trees will also cover the lower part of the monopole. In addition,

Verizon will be placing Type B buffer, which includes thick trees and bushes as well as a solid wood fence.

Consideration of this application should not, however, be limited to examining how successfully Verizon Wireless has mitigated any negative impact through design and location. The positive impact of the site should be given full weight as well. We live in a society where the phone has become an essential tool for daily living. Furthermore, the benefits of this site to the community go beyond just convenience for residents and businesses. Quality wireless service is part of the critical infrastructure necessary for public safety in emergency situations such as accidents, crimes, health events and storms. Given the design, location and benefits provided by this proposed site, the lack of significant impacts, and compliance with the requirements of the ordinance as more fully demonstrated below, approval of this application is respectfully requested.

ORDINANCE COMPLIANCE STATEMENT

Verizon Wireless offers this Ordinance Compliance Statement in support of its application for Approval pursuant to the City of High Point Development Ordinance to allow a cellular transmission tower.

Paragraphs followed by an asterisk (*) do not require a response or do not apply to this application.

City of High Point, N.C. Zoning Ordinance

Wireless Telecommunication Facility (Major and Minor)

(a) Purpose This section establishes general standards for the siting of wireless telecommunications facilities that will provide for the public health, safety, and welfare. The standards are intended to ensure that residents, businesses, and public safety operations in the city have reliable access to wireless telecommunications networks and state of the art mobile broadband communications services. More specifically, the provisions of this section are intended to:

- (1) Ensure adequate protection of residential areas and uses from potential adverse impacts of wireless support structures and antennae, and to generally encourage the location of these facilities in areas where adverse impact on the community is minimal;

- (2) Strongly encourage the joint use of new and existing wireless support structures so as to minimize the number of new towers throughout the city, and establish stealth towers as the primary option for single user wireless facilities;
- (3) Enhance the ability of telecommunications services providers to provide services to the community quickly, effectively, and efficiently; and
- (4) Encourage wireless support structures that are carefully engineered, sited, and screened to avoid potential damage to adjacent properties from tower failure, and to minimize adverse visual impact.



(b) Applicability A new wireless telecommunications facility, whether considered a principal or accessory use, shall comply with the standards of this section, unless specifically exempted in accordance with subsection (c) below. All wireless facilities and support structures shall comply with or exceed current standards and regulations of the Federal Aviation Administration (FAA), the Federal Communications Commission (FCC) and any other agency of the State or federal government that regulates telecommunications facilities.



(c) Exemptions The following shall be exempt from the standards of this section, but shall be required to comply with all other relevant standards in this Ordinance:

- (1) Removal or replacement of transmission equipment on an existing wireless support structure or base station that does not result in a substantial modification.
- (2) Ordinary maintenance of existing wireless facilities and support structures.
- (3) Wireless facilities placed on utility poles or on electric transmission line towers with the permission of the utility owning the pole or tower.
- (4) Temporary wireless communication facilities (or "COWs") in accordance with Section 4.5.4 J, Temporary Wireless Telecommunications Facility.
- (5) Satellite dish antennae, receive-only television or radio antennae for noncommercial use, and antennae legally operated by FCC-licensed amateur radio operators in accordance with Section 4.4, Accessory Structures and Uses.



(d) Facilities Distinguished

(1) Minor Wireless Telecommunications Facility The following uses are considered minor wireless telecommunications facilities that may only be established in accordance with the standards of this section and Section 2.5.14, Site Plan:

- (i) A new wireless support structure of 60 feet in height or less in any zoning district;
- (ii) A concealed or stealth wireless facility of 80 feet in height or less in a residential district;
- (iii) A concealed or stealth wireless facility of 150 feet in height or less in a business, special, or planned development district;
- (iv) A new wireless support structure of 200 feet in height or less in a PNR, I, LI, or HI district;
- (v) Collocation of equipment on an existing wireless telecommunications facility, support structure, or building in any district; or
- (vi) A substantial modification of an existing wireless facility or support structure in any district.

The proposed cell tower does not fall into any of the categories set forth above, and therefore will be a Major Wireless Telecommunications Facility.

(2) Major Wireless Telecommunications Facility Uses that do not meet the criteria for a minor wireless communications facility in subsection (d)(1) above are considered major wireless telecommunications facilities that may only be established in accordance with the standards of this section and Section 2.4.11, Special Use.

The proposed cell tower does not fall into any of the categories set forth above, and therefore will be a Major Wireless Telecommunications Facility and will require compliance with the Special Use ordinance 1.4.11 (Please see below).

(e) General Standards and Design Requirements

(1) Type of Support Structure Permitted

- (i) Concealed or Stealth facilities and support structures shall be permitted in any zoning district.



- (ii) Monopole support structures shall be permitted in all zoning districts EXCEPT: TO, LB, CB, MS, MX, PD-CC, PD-P, and any Gateway Corridor and Local Historic Overlay Districts.

This proposed project is a stealth facility. Therefore it is permitted in the RS-9 Residential Single Family District.

- (iii) Lattice or Guyed support structures shall be permitted ONLY in the EC, LI, HI, AGR and PNR zoning districts.



(2) Collocation New wireless support structures shall be engineered and constructed to accommodate a minimum number of collocations based upon their height.

- (i) Support structures 60 to 100 feet in height shall support at least 2 additional telecommunications providers.
- (ii) Support structures greater than 100 feet and less than 150 feet in height shall support at least 3 additional telecommunications providers.
- (iii) Support structures greater than 150 feet in height shall support at least 4 additional telecommunications providers.
- (iv) An applicant proposing a new wireless support facility other than a concealed or stealth wireless facility shall demonstrate that no suitable existing wireless support structure, building or other structure within the coverage area is available for the collocation of antennae.
- (v) The Planning and Development Director, upon request of the applicant, may modify the requirement that new wireless support structures accommodate the collocation of other service providers if it is determined that collocation at the site is not essential to the public interest, or that the construction of a shorter support structure with fewer antennae will promote community compatibility.

Exhibit A Drawing C6 (Antenna and Tower Elevation Details) shows that the proposed site will support three (3) additional telecommunications providers. Drawing C2 (Site Plan) also shows three additional sites for pads for future co-locators.

- (3) Collocation First Right of Refusal
- (i) The owner of any new telecommunications support structure, except stealth structures, shall offer first right of refusal to the City for purposes of collocation, at least 30 days prior to entering into the first collocation agreement or lease.
 - (ii) The City shall respond in writing within 30 days of its receipt of the offer with either a letter of intent or a waiver of rights. If the City decides to locate facilities on the support structure to enhance public safety communications, the site shall be provided at no cost to the City.
 - (iii) If the City waives its right of first refusal, or fails to respond to the owner's notification with the 30 day period, or has not commenced use of the site as intended and has not made a good faith effort to do so within 180 days of communicating its intent to the owner, the collocation site shall be deemed abandoned by the City and the owner shall be under no further obligation to provide a collocation site to the City on that support structure.

Exhibit B is a letter from Verizon Wireless that certifies that Verizon Wireless shall offer first right of refusal to the City for purposes of collocation, at least 30 days prior to entering into the first collocation agreement or lease, and will comply with the balance of Paragraph e (3) of the Telecom Ordinance for the City of High Point.

- (4) Collocation of Antennae on an Existing Building An antenna may be attached to a nonresidential or multi-family residential building in accordance with the following standards:
- (i) The antenna height, including any support structure, shall not extend more than 20 percent higher than the height of the building on which it is located.
 - (ii) The antenna and associated equipment shall comply with the applicable provisions of this section.
 - (iii) An antenna visible from an adjacent street shall be omni-directional, and screened or camouflaged to the extent practicable to minimize its appearance.
 - (iv) Equipment shall be located within the building or screened in some other fashion to prevent off-site views.



(f) Maximum Height In residential districts, wireless support structures, including stealth support structures, shall not exceed 200 feet in height from the base of the structure to the top of the highest point, including appurtenances. Additional height may be requested as part of a special use, provided the applicant submits technical information or other justification to document the need for the additional height and is in compliance with Section 10.2.6 B, Structure Height Restrictions.

Exhibit A, Drawings C1(Overall Site Plan), C2 (Site Plan) C6 (Antenna and Tower Elevation Details) all indicate that the height of this tower is 135 feet, and therefore well below the 200 feet described in the paragraph above.

(g) Setbacks

- (1) Except for roof-mounted antenna, all wireless support structures, including those anchored or attached to existing buildings or other structures, shall be set back from all lot lines a distance greater than or equal to the minimum distance necessary to insure the support structure will remain on its site following collapse (its fall zone) as certified by a licensed professional engineer. In the absence of such certification, the required setback shall be equal to 80 percent of the height of the wireless support structure.

Exhibit A – Drawing C1 (Overall Site Plan) shows a chart of the distances from the tower to the boundary lines. The shortest distance from the tower to a boundary line for the proposed site is 95 feet 2 inches. The engineered fall zone for this proposed tower is fifty (50') feet. The engineered fall zone is 47.5 percent of the distance from the tower to the nearest boundary line. Please see an engineering letter (Exhibit A-1) certifying that the tower will fall within the 50 foot fall zone of the applicant's site.

- (2) Roof mounted antennae and stealth facilities located within other structures are exempt from these requirements.



(h) Lighting and Marking Wireless telecommunications facilities or support structures shall not be lighted or marked unless required by the FCC or FAA. Strobe lights shall not be used for nighttime lighting unless specifically required by the FCC or FAA.

Exhibit A, Drawings C1 (Overall Site Plan), C2 (Site Plan) C6 (Antenna and Tower Elevation Details) show that the proposed tower will be 135 feet tall. Therefore, under the FAA regulations there is no requirement for lighting, and therefore the proposed site will not have lighting.

- (i) Color Other than concealed or stealth facilities, wireless support structures shall either maintain a galvanized steel finish or be painted a neutral, matte color designed to blend with its surroundings, unless otherwise required by the FCC or FAA.

Exhibit A – Drawing C6 Note 4 indicates that this proposed tower “Will be galvanized steel – Gray in color.

- (j) Signage Signs located at a wireless telecommunications facility shall be limited to ownership and contact information, FCC antenna registration number (if required) and any other information required by government regulation. Commercial advertising is prohibited. Notwithstanding, nothing in this section shall prohibit signage that is legally approved for other uses on the same lot or site on which the wireless facility is located.

Exhibit A – Drawing C5 (Site Signage Details) shows that this proposed site will be in full compliance with the ordinance set forth above.

- (k) Fencing
 - (1) Ground mounted accessory equipment and wireless support structures shall be secured and enclosed with a fence not less than 8 feet in height, placed between the equipment compound and any required landscaping.
 - (2) Fencing shall not be required for concealed or stealth wireless facilities, or for support structures.

Exhibit A – Drawing C3 (Fence, Gate and Compound Details) shows that the proposed fencing is in full compliance at less than 8 feet tall with three strands of barbed wire to secure the facility.

- (l) Landscaping shall be required around the perimeter of the site or equipment compound when ground equipment within the compound is visible from a public street. Landscaping shall be designed to screen such equipment from view in accordance with the ground-based mechanical equipment requirements in Section 5.6, Screening.

Exhibit A – Drawing L1 (Landscaping Plan & Details) shows the landscaping that is in compliance with the ordinance set forth above.

- (m) Accessory Equipment Accessory Equipment, including any buildings, cabinets or shelters, shall be used only to house equipment and other supplies in direct support of the operation of the wireless facility or support structure. Any equipment not used in direct support of such operation shall not be stored on the site.

Exhibit A – Drawing C2 (Site Plan) shows that outdoor equipment will be used and there will not be any cabinets.

- (n) Additional Standards for Concealed or Stealth Wireless Facilities A concealed, or stealth, wireless telecommunications facility and support structure shall be designed and located to complement the surrounding landscape in accordance with the following standards:

- (1) A stealth wireless facility and support structure shall take a form other than that of a typical wireless facility and support structure, including but not limited to; bell towers, clock towers, water towers, silos, chimneys, steeples, evergreen trees, or flag poles. (See Figure 4.3.3.F, Stealth Wireless Telecommunications Facilities).
- (2) The equipment compound shall be designed, located, and camouflaged in a manner compatible with the support structure portion of the facility. Ground equipment shall be located within a structure or building, to the maximum extent practicable. Antennae, cables, and related appurtenances shall be enclosed, camouflaged, screened, or obscured so that they are not readily apparent to a casual off-site observer.
- (2) Stealth wireless facilities are encouraged (but not required) to be designed to accommodate the collocation of other antennae whenever technically and economically feasible.



- (o) Existing Wireless Facilities and Wireless Support Structures

(1) General

- (i) An existing wireless facility or support structure that was legally permitted on or before the effective date of this Ordinance shall be considered a lawful permitted use if it complies with all applicable provisions of this section, or a nonconforming use if it does not comply with all applicable provisions of this section.
- (ii) An existing and otherwise lawful facility or support structure that was not permitted by special use that, as a result of this Ordinance, would now require special use approval shall not be considered nonconforming.



- (2) Activities at Nonconforming Wireless Facilities or Support Structures
- (i) Ordinary maintenance may be performed on a nonconforming wireless facility or support structure.
 - (ii) Collocation of wireless facilities on an existing nonconforming wireless support structure shall not be construed as an expansion, enlargement, or increase of a nonconforming structure and/or use and shall be reviewed and approved in accordance with the site plan process as stated in Section 2.5.14, provided that the collocation is NOT considered a substantial modification of the facility or support structure.
 - (iii) Collocation of wireless facilities on an existing nonconforming wireless support structure shall not be construed as an expansion, enlargement, or increase of a nonconformity and shall be reviewed and approved in accordance with Section 2.5.14, Site Plan.
(Ord. No. 7266/17-08 , § 14, 1-17-2017; Ord. No. 7287/17-29 , § 6, 4-3-2017)



2.4.11. - Special Use

A.

Applicability Uses identified as requiring a special use in Table 4.1.9, Principal Use Table, shall be approved as a special use in accordance with the procedures and standards of this section, prior to development. A special use is a use that may be appropriate in a zoning district, but because of its nature, extent, and external effects, requires special consideration of its location, design, and methods of operation before it can be deemed appropriate in the district and compatible with its surroundings.

2.3.3. - Citizen Information Meeting

A. Purpose The purpose of the citizen information meeting is to inform landowners and occupants of nearby lands about a development application that is going to be reviewed under this Ordinance, and to provide the applicant an opportunity to hear comments and concerns about the development proposal as a means of resolving conflicts and outstanding issues, where possible.

B. Favored Practice

1. Citizen information meetings are encouraged and sometimes required as opportunities for informal communication between applicants and the landowners and occupants of nearby lands, and other residents who may be affected by development proposals.

2.If a citizen information meeting is conducted, it is preferable to hold it in close proximity to the proposed development.

C. Applicability A citizen information meeting is required for any of the following applications (unless they are initiated by City Council):

1. Conditional zoning;
2. Planned developments;
3. Special uses; and
4. Zoning map amendments that propose to establish a more intense zoning district.

D.Procedure If a citizen information meeting is required, it shall comply with the following procedures:

1.**Timing** The applicant shall hold the citizen information meeting at least 23 days prior to consideration of the application by the P&Z.

2.**Form** The citizen information meeting can take the form of a meeting, gathering, or a telephone communication between the applicant or the applicant's representative and landowners or other interested parties. Nothing shall prohibit multiple meetings or telephone communications from taking place.

3.Notification

(a) Prior to the citizen information meeting, the applicant shall provide notice of the meeting to all landowners of land located within 300 feet of the land subject to the application, as shown on the county tax listing.

(b) Failure of a party to receive notice of the meeting shall not invalidate the application.

4.Information Provided The applicant shall provide the following information to those attending a meeting or participating in a telephone call:

(a) A description of the proposed development;

(b) Information provided by the Planning and Development Department that describes:

(1) The purpose of the citizen information meeting;

(2) The development review procedure(s) the application will follow;

(3) The potential for changes in the applicant's development proposal as it proceeds through the review process;

(4) Sources of further information about the development review process; and

(5) Any additional information that would promote understanding of the development proposal.

Exhibit C is a copy of the Citizens Information Meeting notice that was sent to all of the property owners of land located within 300 feet of the land subject to the application, as shown on the county tax listing.

5. Conduct of Meeting At the meeting, the applicant shall explain the development proposal and application, inform attendees about the application review process and the potential for change to the proposal as it proceeds through the process, respond to questions and concerns neighbors raise about the application, and propose ways to resolve conflicts and concerns.

6. Written Summary At least 22 days before the initial consideration of the application by the P&Z, the applicant shall submit a written summary of the citizen information meeting or telephone call to the Planning and Development Department that includes:

- (a) The date, time, and location of the meeting;
- (b) The method and date of notification about the meeting;
- (c) A list of landowners notified about the meeting;
- (d) A list of meeting attendees;
- (e) If the meeting was conducted as a series of telephone calls;
- (f) The description of the development proposal presented to the attendees; and
- (g) A summary of attendee comments, ideas, and suggestions from citizens to be incorporated into the development proposal.

The written summary shall be included with the application materials and be made available to the public for inspection.

Exhibit D is the written summary of the Citizens Information Meeting.

7. No Meeting Conducted

(a) Applicants subject to the requirement to conduct a citizen information meeting but who choose not to do so shall include, in writing, the reasons for not conducting a meeting or the activities undertaken in-lieu of conducting a meeting.

(b) The City Council shall consider an application regardless of whether a required citizen information meeting is conducted.



B.

Special Use Procedure

1.

Pre-Application Conference Applicable (see Section 2.3.2, Pre-Application Conference).

A pre-application meeting was held on Wednesday, August 15, 2018 at 5:30 pm.

2.

Citizen Information Meeting Applicable (see Section 2.3.3, Citizen Information Meeting).

A Citizen Information Meeting was held on Wednesday, August 15, 2018 at 5:30 pm.

C. Special Use Review Standards A special use shall be approved upon a finding that the applicant demonstrates the proposed special use:

1. Will not materially endanger the public health or safety if located where proposed;

The proposed tower will be of no danger to public health or safety. Exhibit A – Drawing C1 (Overall Site Plan) shows a chart of the distances from the tower to the boundary lines. The shortest distance from the tower to a boundary line for the proposed site is 95 feet 2 inches. The engineered fall zone for this proposed tower is fifty (50') feet. The engineered fall zone is 47.5 percent of the distance from the tower to the nearest boundary line.

2. Complies with all required standards, conditions, and specifications of this Ordinance, including Chapter 4: Uses;

The application and the proposed tower fully comply with all required standards, conditions and specifications. Exhibit E is a Report of Geotechnical Exploration for the proposed site as prepared by S&ME, Inc. that proves that the proposed site will be suitable for construction of a 149 foot tall tower. The currently proposed tower is 139 feet tall, so therefore it will be suitable for this shorter tower. An engineer stamped letter is also part of Exhibit E, which states that the earlier report applies to the lower tower.

3. Will not substantially injure the value of the abutting land, or the special use is a public necessity;

Exhibit F is a report prepared by a licensed appraiser who is very familiar with the High Point region that indicates that the proposed tower will not substantially injure the value of the abutting land.

4. Will be in harmony with the area in which it is to be located; and

Exhibit G is a set of photo simulations of the proposed tower, showing the antenna screening that has been added to lessen the aesthetic impact. The proposed tower location has been moved back from the roadway and back from the adjoining Church property. There is an existing berm with trees and bushes on it that is between the proposed site and the roadway (Skeet Club Road).

Skeet Club Road is a major roadway, with two lanes being constructed in each direction. This roadway serves a large commercial area. The property immediately opposite the proposed site, on Skeet Club Road) is a large park, with playing fields.

These photo simulations are clear evidence that this site is in harmony with the area in which it will be located.

5.Is in general conformity with the City's adopted policy guidance.

This Ordinance compliance statement shows that the application for approval of the proposed cell tower is in full conformity with the City's adopted policy guidance.

D.Conditions of Approval Applicable (see Section 2.3.10, Conditions of Approval).

No response is needed to this paragraph.

E.Effect

- 1.Applicable (see Section 2.3.12, Effect of Development Approval).
- 2.A special use and the associated site plan approval are perpetually binding and run with the land, unless amended.
- 3.An action invalidating a special use condition of approval for any reason shall render the special use null and void.

No response is needed to this paragraph.

In addition, the applicant has included radio frequency maps which show that there is a substantial need for the propose tower to provide adequate service to the people who live in the region of the tower, and those people and first providers travelling through or working in the region near the tower. Please see Exhibit H.

On behalf of Verizon Wireless I respectfully request that the Planning Commission and the City Council of High Point grant the applicants permission to construct and operate a monopole cell tower as set forth in the documents.

James L. LaPann – Zoning Specialist
Faulk & Foster Real Estate, Inc.
518-791-3740 jim.lapann@faulkandfoster.com

EXHIBIT A

NOTE:
SITE IS LOCATED WITHIN FEMA FLOOD MAP
AREA 3710780300J DATED 06/18/2007
WITHIN FLOOD ZONE X.



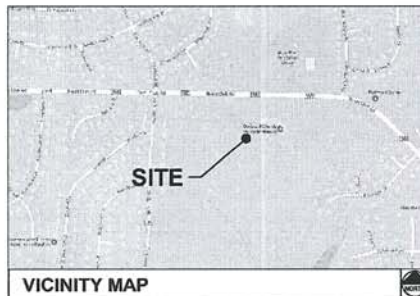
8921 RESEARCH DRIVE
CHARLOTTE, NC 28262

SILVER FOX

SITE ADDRESS

1520 SKEET CLUB RD
HIGH POINT, NC 27265
GUILFORD COUNTY
LATITUDE: 36° 02' 11.70" N
LONGITUDE: 79° 58' 53.84" W
TAX/PIN #: 0204401

ZONING: RS-12 - RESIDENTIAL MULTI FAMILY DISTRICT



VICINITY MAP

FROM CHARLOTTE OFFICE: START OUT GOING SOUTHWEST ON RESEARCH DRIVE TOWARDS HARRIS BLVD. FOR 0.3 MILE; TURN LEFT ONTO W. WY HARRIS BLVD. / NC-24-E. FOR 0.4 MILE; MERGE ONTO I-85 NORTH AND CONTINUE FOR ABOUT 68 MILES TO EXIT TOWARD I-74: TAKE I-74 WEST FOR 8 MILES TO EXIT 67; TURN RIGHT ONTO NC-68 N/ EASTCHESTER DR AND GO 2.3 MILES TO SKEET CLUB RD ON THE LEFT; TURN LEFT ONTO SKEET CLUB RD AND GO 1 MILE TO ACCESS ROAD ON THE LEFT.

DRIVING DIRECTIONS

MUNICIPALITY:
CITY OF HIGH POINT

STATE:
NORTH CAROLINA

TOWER TYPE:
MONOPOLE TOWER

TOWER HEIGHT:
135' (139' TO HIGHEST APPURTENANCE)

NUMBER OF CARRIERS:
0 EXISTING, 1 PROPOSED

USE:
PROPOSED TELECOMMUNICATIONS TOWER
AND UNMANNED EQUIPMENT

CONSULTANT
KIMLEY-HORN AND ASSOCIATES, INC.
2 SUN COURT, SUITE 450
PEACHTREE CORNERS, GEORGIA 30092
PHONE: (678) 710-9394
ATTN.: DAVID FRANKLIN

PROJECT SUMMARY

DEVELOPER
VERIZON WIRELESS
8921 RESEARCH DRIVE
CHARLOTTE, NC 28262
PHONE: (704) 577-8785
ATTN: MICHAEL HAVEN

POWER COMPANY
CITY OF HIGH POINT UTILITIES
PHONE: (336) 883-3111
ATTN.: CUSTOMER SERVICE

PROPERTY OWNER
JEFFREY & HOLLY PATTON
1520 SKEET CLUB RD
HIGH POINT, NC 27261
PHONE: (336) 880-1218
ATTN.: JEFF PATTON

CONTACTS

SHEET	DESCRIPTION	REV.
T1	COVER SHEET	3
T2	APPENDIX B: BUILDING CODE SUMMARY	0
-	SITE SURVEY (SHEET 1 OF 2)	2
-	SITE SURVEY (SHEET 2 OF 2)	2
N1	GENERAL NOTES	0
C1	OVERALL SITE PLAN	3
C2	SITE PLAN	3
C3	FENCE, GATE, AND COMPOUND DETAILS	2
C4	ACCESS ROAD DETAILS	1
C5	SITE SIGNAGE DETAILS	1
C6	ANTENNA AND TOWER ELEVATION DETAILS	2
L1	LANDSCAPING PLAN & NOTES	2

SHEET INDEX

PLANNING & DEVELOPMENT DEPARTMENT
211 S HAMILTON STREET, PO BOX 230
HIGH POINT, NC 27261
PHONE: (336) 883-3328
ATTN.: CUSTOMER SERVICE

PERMIT INFORMATION



8921 RESEARCH DRIVE
CHARLOTTE, NORTH CAROLINA 28262

PROJECT INFORMATION:

VERIZON NAME: SILVER FOX
VERIZON No.: 301033
1525 SKEET CLUB ROAD
HIGH POINT, NC 27265
GUILFORD COUNTY

CURRENT ISSUE DATE:

10/09/18

ISSUED FOR:

ZONING

REV. DATE: ISSUED FOR: BY:

0	08/21/17	ZONING	DMF
1	07/23/18	ZONING	DMF
2	08/20/18	ZONING	DMF
3	10/09/18	ZONING	DMF

CONSULTANT:



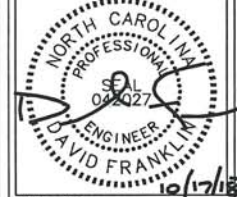
2 SUN COURT, SUITE 450
PEACHTREE CORNERS, GA 30092
PHONE: 770-855-0744
WWW.KIMLEY-HORN.COM
NC License F-0102

CONSULTANT:

DRAWN BY: CHK. APV.:

XGD KAB DMF

LICENSER:



SHEET TITLE:

COVER SHEET

SHEET NUMBER: REVISION:

T1 3
018985542

31

SUBJECT PROPERTY

OWNER: JEFFREY LEWIS PATTON AND WIFE, HOLLY DEE LEE PATTON

SITE ADDRESS: 1520 SKEET CLUB RD, HIGH POINT, NC 27265

PARCEL ID: 0204401

AREA: 7.82 ACRES (PER TAX ASSESSOR)

ZONED: RS-12 - RESIDENTIAL MULTI-FAMILY DISTRICT

ALL ZONING INFORMATION SHOULD BE VERIFIED WITH THE PROPER ZONING OFFICIALS

REFERENCE: DEED BOOK 3346 PAGE 448 & PLAT BOOK 150 PAGE 74

GPS NOTES

THE FOLLOWING GPS STATISTICS UPON WHICH THIS SURVEY IS BASED HAVE BEEN PRODUCED AT THE 95% CONFIDENCE LEVEL:

POSITIONAL ACCURACY: 0.04 FEET
TYPE OF GPS FIELD PROCEDURE: REAL-TIME KINEMATIC NETWORKS
DATE OF SURVEY: 7/13/17
DATUM / EPOCH: NAD 83/2011.11/EP0000000000
PUBLISHED / FIXED CONTROL USE: N/A
GEOID MODEL: 128
COMBINED GRID FACTORS: 0.99970373

TITLE EXCEPTIONS

THIS SURVEY WAS COMPLETED WITH THE AID OF TITLE WORK PREPARED BY FIDELITY NATIONAL TITLE INSURANCE COMPANY, ISSUE DATE OF 06/27/2017, BEING FILE NO. 25343640, FOR THE SUBJECT PROPERTY, TO DETERMINE THE IMPACTS OF EXISTING TITLE EXCEPTIONS.

3. Plat recorded in Plat Book 150, Page 74.

PLOTTABLE ITEMS ARE SHOWN HEREON.

4. Deed of Trust
From: Jeffrey Patton, and his wife, and Holly Dee Lee Patton
To: Trustee Services of Carolina, Trustee(s)
In favor of: Bank of America, N.A.
Dated: 10/21/2009
Recorded on: 10/23/2009
Recorded in: Deed Book 7069, Page 420
Original S. amt.: \$275,000.00
ASSIGNMENT OF DEED OF TRUST
Assignee: EverBank
Recorded on: 09/11/2013
Recorded in: Deed Book 7530, Page 685
ASSIGNMENT OF DEED OF TRUST
Assignee: Green Tree Servicing LLC
Recorded on: 05/09/2014
Recorded in: Deed Book 7595, Page 1002
REQUEST FOR NOTICE OF SALE
Recorded on: 12/06/2015
Recorded in: Deed Book 7772, Page 161

[THIS ITEM AFFECTS THE SUBJECT PROPERTY.]

5. Equity Line of Credit North Carolina Deed of Trust
From: Jeffrey L. Patton and Holly L. Patton
To: LGFCU Trustee, LLC, Trustee(s)
In favor of: Local Government Federal Credit Union
Dated: 09/30/2015
Recorded on: 10/09/2015
Recorded in: Deed Book 7748, Page 2604
Original S. amt.: \$27,000.00

[THIS ITEM AFFECTS THE SUBJECT PROPERTY.]

6. Deed for Highway Right of Way
In favor of: Department of Transportation, its successors and assigns
Recorded on: 12/10/2010
Recorded in: Deed Book 7193, Page 2591

PLOTTABLE ITEMS ARE SHOWN HEREON.

7. Easement Agreement
In favor of: Covenant Church United Methodist, Inc., a North Carolina non-profit corporation
Recorded on: 03/29/2012
Recorded in: Deed Book 7335, Page 2598

PLOTTABLE ITEMS ARE SHOWN HEREON.

C/L PROPOSED 30' INGRESS-EGRESS & UTILITY RIGHT-OF-WAY
(SEE SHEET 2 FOR DETAILS)

N/F COVENANT CHURCH UNITED
PARCEL # 0204396
ZONED RS-12
DB 5144 PG 516

N/F JEFFREY & HOLLY PATTON
PARCEL # 0204401
ZONED RS-12
DB 3346 PG 448

N/F COVENANT CHURCH UNITED
PARCEL # 0217136
ZONED RS-12
PB 150 PG 74

PROPOSED SPECIAL PURPOSE LOT
(SEE SHEET 2 FOR DETAILS)

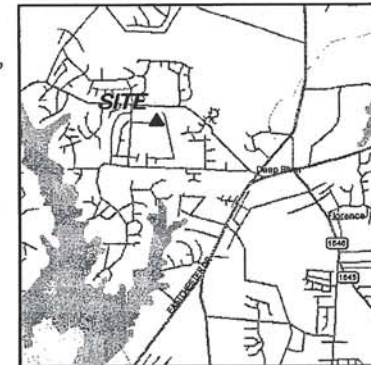
PROPERTY IS LOCATED WITHIN TIER 3 AND 4 OF THE GWA HOLLOW WATERSHED CRITICAL AREA (WCA). APPROXIMATE LOCATION IS SHOWN ON THIS SURVEY. CONTACT HIGH POINT PLANNING FOR ADDITIONAL INFORMATION CONCERNING THE LOCATION OF TIER LINE. (PER PB 150 PG 74)

APPROX. LOCATION OF 10' BELL SOUTH R/W AS SHOWN ON PB 150 PG 74)

GRAPHIC SCALE IN FEET
SCALE: 1" = 200'

LEGEND

POB POINT OF BEGINNING
POC POINT OF COMMENCEMENT
BPM BORN PIN FOUND
CMP CONCRETE MONUMENT FOUND
UP UTILITY POLE
LP LIGHT POLE
FP FLAG POLE
SSM SANITARY SEWER MANHOLE
SSM STORM DRAIN MANHOLE
BPM BORN PIN FOUND
FP FIRE HYDRANT
EP EDGE OF PAVEMENT
TC TOP OF CURB
BC BACK OF CURB
TW TOP OF WALL
BW BOTTOM OF WALL
OU OVERHEAD UTILITY
CM CORRUGATED METAL PIPE
RCP REINFORCED CONCRETE PIPE
PVC POLYVINYL CHLORIDE PIPE
GW GUTTER WIRE ANCHOR
TS TRANSFORMER
JN JUNCTION BOX
SWC SINGLE WING CATCH BASIN
DWC DOUBLE WING CATCH BASIN
CLF CHAIN LINK FENCE
WV WATER VALVE
WM WATER METER
CO SEWER CLEANOUT
GV GAS VALVE
B/F BLOW OFF FORMERLY
BI ICE BRIDGE
BP BRIDGE POLE



VICINITY MAP
NOT TO SCALE

GENERAL NOTES

* THIS SPECIFIC PURPOSE SURVEY IS FOR THE PROPOSED SPECIAL PURPOSE LOT AND APPURTENANT RIGHTS OF WAY ONLY. THIS SPECIFIC PURPOSE SURVEY WAS PREPARED FOR THE EXCLUSIVE USE OF ALL ITS COMMUNICATIONS OF NORTH CAROLINA LIMITED PARTNERSHIP (NCLP) VERIZON WIRELESS AND CLARK LAW, P.C. AND EXCLUSIVELY FOR THE TRANSFER OF THE PROPOSED LEASEE LAND SPACE AND APPURTENANT RIGHTS OF WAY SHOWN HEREON AND SHALL NOT BE USED AS AN EVIDENCE IN THE FEE SIMPLE TRANSFER OF THE PARENT PARCEL NOR ANY PORTION OR PORTIONS THEREOF. BOUNDARY INFORMATION SHOWN HEREON HAS BEEN COMPILED FROM TAX MAPS AND DEED DESCRIPTIONS ONLY. NO BOUNDARY SURVEY OF THE PARENT PARCEL WAS PERFORMED.

THIS DRAWING DOES NOT REPRESENT A BOUNDARY SURVEY.

THE FIELD DATA UPON WHICH THIS SPECIFIC PURPOSE SURVEY IS BASED HAS A CLOSURE PRECISION OF ONE FOOT IN 20,000 - FEET AND AN ANGULAR ERROR OF 5.0" PER ANGLE POINT AND WAS ADJUSTED USING LEAST SQUARES.

EQUIPMENT USED FOR ANGULAR & LINEAR MEASUREMENTS: LEICA TPS 1200 ROBOTIC & GEOMAX ZENTH 35. (DATE OF LAST FIELD VISIT: 7/13/2017)

THE 1' CONTOURS AND SPOT ELEVATIONS SHOWN ON THIS SPECIFIC PURPOSE SURVEY ARE ADJUSTED TO NAVD 83 DATUM (COMPUTED USING GEOID 128) AND HAVE A VERTICAL ACCURACY OF ± 0.5'. CONTOURS OUTSIDE THE IMMEDIATE SITE AREA ARE APPROXIMATE.

BEARINGS SHOWN ON THIS SPECIFIC PURPOSE SURVEY ARE BASED ON NC GRID NORTH (NAD 83) STATE ZONE.

A PORTION OF THIS PROPERTY IS LOCATED IN A SPECIAL FLOOD AREA (ZONE A: NO BFE DETERMINED) AS PER F.J.R.M. COMMUNITY PANEL NO. 3710703000 DATED JUNE 18, 2007.

NO WETLAND AREAS HAVE BEEN INVESTIGATED BY THIS SPECIFIC PURPOSE SURVEY.

ALL ZONING INFORMATION SHOULD BE VERIFIED WITH THE PROPER ZONING OFFICIALS.

ANY UNDERGROUND UTILITIES SHOWN HAVE BEEN LOCATED FROM ABOVE GROUND FIELD SURVEY INFORMATION. THE SURVEYOR MAKES NO GUARANTEES THAT ANY UNDERGROUND UTILITIES SHOWN COMPRISE ALL SUCH UTILITIES IN THE AREA, EITHER IN SERVICE OR ABANDONED. THE SURVEYOR FURTHER DOES NOT WARRANT THAT ANY UNDERGROUND UTILITIES SHOWN ARE IN THE EXACT LOCATION INDICATED ALTHOUGH THEY ARE LOCATED AS ACCURATELY AS POSSIBLE FROM INFORMATION AVAILABLE. THE SURVEYOR HAS NOT PHYSICALLY LOCATED ANY UNDERGROUND UTILITIES.

ADJOINER INFO.

N/F	PARCEL #
1. NEIL & SALLY RICE	0204751
2. MILL WHITES TRUST	0204750
3. BLAKE WOODRUFF	0204749
4. SEAN & DEBRA MICHAELA	0204748
ALL ZONED RS-12	

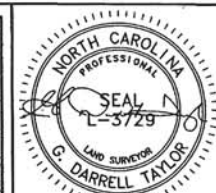
SURVEYOR CERTIFICATION

I HEREBY CERTIFY THAT THIS MAP IS CORRECT AND WAS DRAWN UNDER MY DIRECT SUPERVISION. ANY VISIBLE ENCROACHMENTS ARE SHOWN HEREON.

[Signature] DATE: 10/15/2018
G. DARRELL TAYLOR, NORTH CAROLINA REGISTERED LAND SURVEYOR #13729
POINT TO POINT LAND SURVEYORS, INC.

THIS MAP IS NOT A CERTIFIED SURVEY AND HAS NOT BEEN REVIEWED BY A LOCAL GOVERNMENT AGENCY FOR COMPLIANCE WITH ANY APPLICABLE LAND DEVELOPMENT REGULATIONS. THIS MAP IS ONLY INTENDED FOR THE PARTIES AND PURPOSES SHOWN. THIS MAP IS NOT FOR RECORDATION. NO TITLE REPORT PROVIDED.

(SURVEY NOT VALID WITHOUT SHEET 2 OF 2)



NO.	DATE	REVISION
1	08/01/2017	ADDED TITLE - NRW
2	07/18/2018	MOVED LAND SPACE - NRW
3	08/03/2018	LINE WEIGHT - NRW
4	10/15/2018	VERBAGE - JLS

* SPECIFIC PURPOSE SURVEY PREPARED BY:
POINT TO POINT LAND SURVEYORS
Firm License Number: C-4145
9650 Strickland Road, #103-307
Raleigh, NC 27615
(919) 678-5655 (4440) (678) 565-4497
(w) p2pils.com



SPECIFIC PURPOSE SURVEY PREPARED FOR:

verizon
8921 RESEARCH DRIVE
CHARLOTTE, NC 28262

"SILVER FOX"

HIGH POINT TOWNSHIP,
GULFORD COUNTY,
NORTH CAROLINA

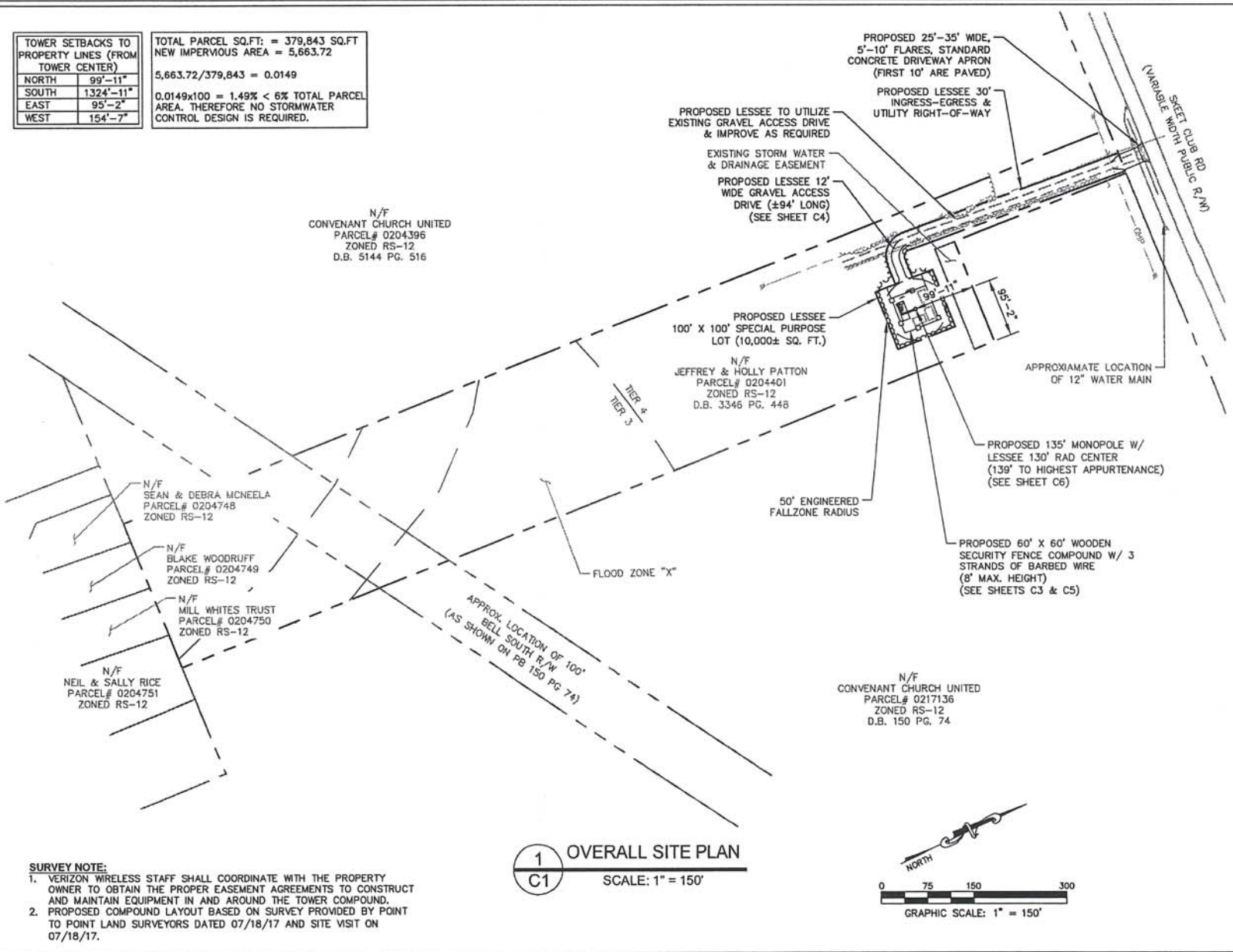
DRAWN BY: EAL
CHECKED BY: JKL
APPROVED: C. INER
DATE: JUL 18, 2017
P2P JOB #: N170181
SHEET: 1 OF 2



TOWER SETBACKS TO PROPERTY LINES (FROM TOWER CENTER)	
NORTH	99'-11"
SOUTH	1324'-11"
EAST	95'-2"
WEST	154'-7"

TOTAL PARCEL SQ.FT. = 379,843 SQ.FT
NEW IMPERVIOUS AREA = 5,663.72
 $5,663.72 / 379,843 = 0.0149$
 $0.0149 \times 100 = 1.49\% < 6\%$ TOTAL PARCEL
AREA. THEREFORE NO STORMWATER
CONTROL DESIGN IS REQUIRED.

N/F
CONVENANT CHURCH UNITED
PARCEL# 0204396
ZONED RS-12
D.B. 5144 PG. 516



SURVEY NOTE:

1. VERIZON WIRELESS STAFF SHALL COORDINATE WITH THE PROPERTY OWNER TO OBTAIN THE PROPER EASEMENT AGREEMENTS TO CONSTRUCT AND MAINTAIN EQUIPMENT IN AND AROUND THE TOWER COMPOUND.
2. PROPOSED COMPOUND LAYOUT BASED ON SURVEY PROVIDED BY POINT TO POINT LAND SURVEYORS DATED 07/18/17 AND SITE VISIT ON 07/18/17.

verizon

3021 RESEARCH DRIVE
CHARLOTTE, NORTH CAROLINA 28262

PROJECT INFORMATION:

VERIZON NAME: SILVER FOX
VERIZON No.: 301033

1525 SHEET CLUB ROAD
HIGH POINT, NC 27265
GUILFORD COUNTY

CURRENT ISSUE DATE:

10/09/18

ISSUED FOR:

ZONING

REV.-DATE: ISSUED FOR: BY:

0	08/21/17	ZONING	DMF
1	07/23/18	ZONING	DMF
2	08/20/18	ZONING	DMF
3	10/09/18	ZONING	DMF

CONSULTANT:

Kimley»Horn

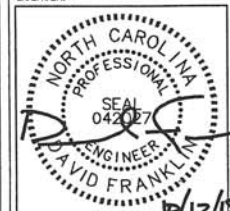
2 SUN COURT, SUITE 400
PEACHTREE CORNERS, GA 30092
PHONE: 770-825-0744
WWW.KIMLEY-HORN.COM
NC License F-0102

CONSULTANT:

DRAWN BY: CHK: APV:

XQD KAB DMF

LICENSER:



SHEET TITLE:

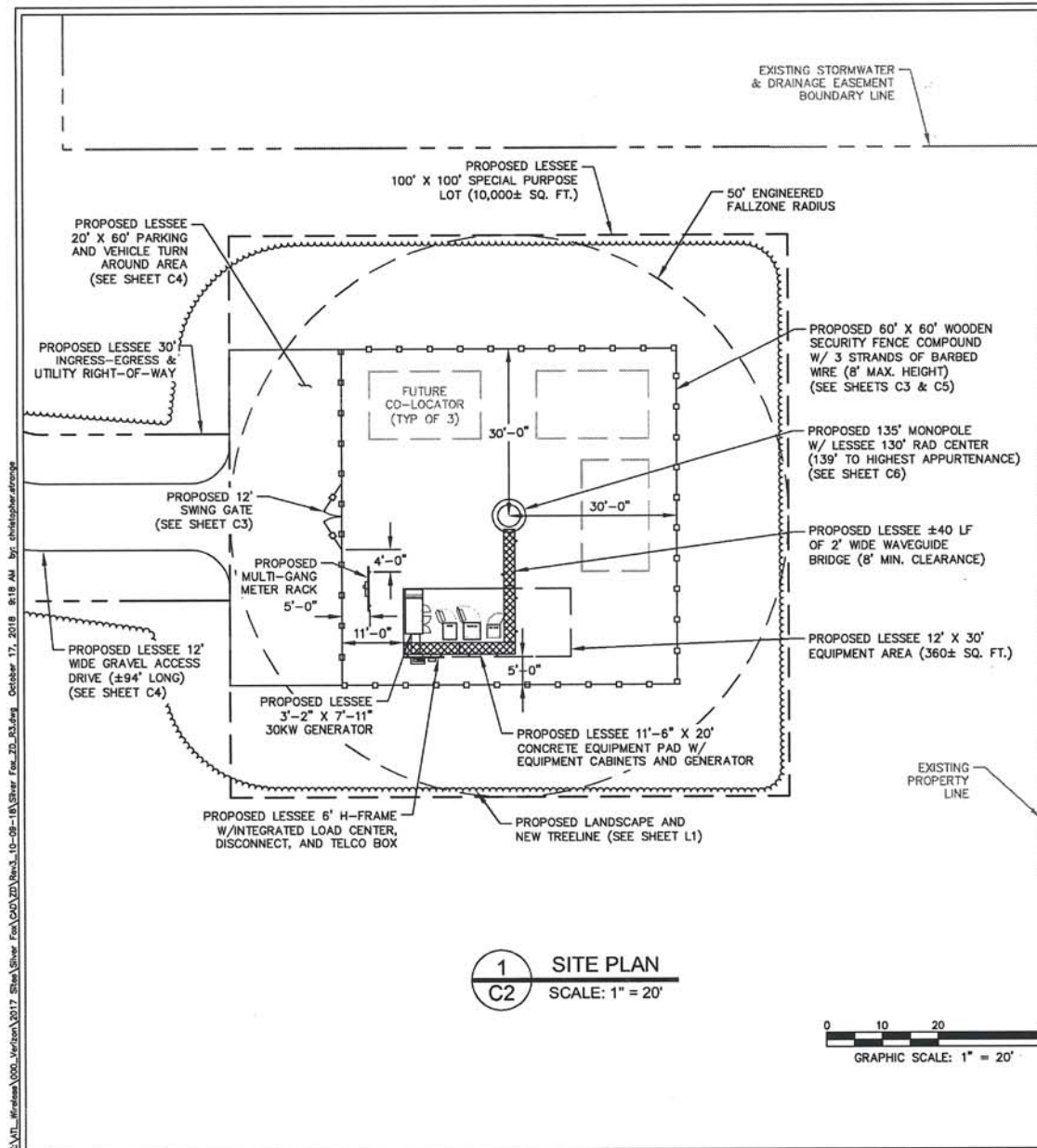
OVERALL SITE PLAN

SHEET NUMBER: REVISION:

C1

3

018985542



SITE NOTES:

1. VERIZON WIRELESS STAFF SHALL COORDINATE WITH THE PROPERTY OWNER TO OBTAIN THE PROPER EASEMENT AGREEMENTS TO CONSTRUCT AND MAINTAIN EQUIPMENT IN AND AROUND THE TOWER COMPOUND.
2. PROPOSED COMPOUND LAYOUT BASED ON SURVEY PROVIDED BY POINT TO POINT LAND SURVEYORS DATED 07/18/17 AND SITE VISIT ON 07/18/17.
3. CONTRACTOR TO CONFIRM WITH VERIZON CONSTRUCTION MANAGER THAT THE EQUIPMENT SHOWN HAS BEEN ORDERED/SCHEDULED FOR DELIVERY TO THIS SITE.
4. THE BASIS OF EQUIPMENT DESIGN INCLUDES ONE (1) COMMSCOPE RBA72-36 BATTERY CABINET, ONE (1) COMMSCOPE RBA72 RF CABINET, AND ONE (1) ERICSSON RBS 6120 RF CABINET.
5. GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATING AND MODIFYING SCOPE OF WORK TO ACCOMMODATE ANY CHANGES IN THE EXACT EQUIPMENT PROCURED BY VERIZON WIRELESS. COORDINATE ANY CHANGES WITH VERIZON WIRELESS CONSTRUCTION MANAGER.
6. ROUTE COAX/FIBER UP TOWER PER STRUCTURAL ANALYSIS BY TOWER OWNER.
7. TOWER DIMENSIONS SHOWN ON THIS PLAN ARE FOR TOWER CENTER LOCATION. CONTRACTOR TO OBTAIN COPY OF TOWER ERECTION DRAWINGS FROM VERIZON CONSTRUCTION MANAGER PRIOR TO DRILLING TOWER FOUNDATIONS. CASSONS AND TOWER SHOWN ON THIS PLAN ARE ILLUSTRATIVE, SEE DESIGN DRAWING BY OTHERS. DO NOT SCALE.

verizon
8821 RESEARCH DRIVE
CHARLOTTE, NORTH CAROLINA 28268

PROJECT INFORMATION:

VERIZON NAME: SILVER FOX
VERIZON No.: 301033

1525 SHEET CLUB ROAD
HIGH POINT, NC 27265
GUILFORD COUNTY

CURRENT ISSUE DATE:

10/09/18

ISSUED FOR:

ZONING

REV.-DATE- ISSUED FOR: BY:

REV.	DATE	ISSUED FOR	BY
0	06/21/17	ZONING	DMF
1	07/23/18	ZONING	DMF
2	08/20/18	ZONING	DMF
3	10/09/18	ZONING	DMF

CONSULTANT:

Kimley»Horn

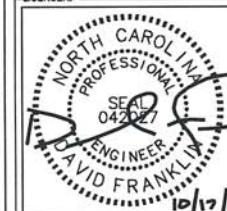
2 SUN COURT, SUITE 400
PEACHTREE CORNERS, GA 30092
PHONE: 770-825-0744
WWW.KIMLEY-HORN.COM
NC LICENSE #0002

CONSULTANT:

DRAWN BY: CHK: APV:

XQD KAB DMF

LICENSER:



SHEET TITLE:

SITE PLAN

SHEET NUMBER REVISION:

C2

3

018985542

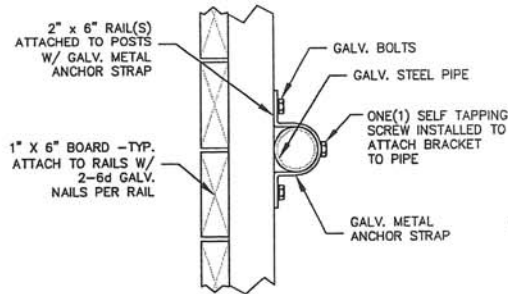
K:\VTL_Misc\000_Verizon\2017_Silver Fox\CD\2D\Draws_10-09-18\Sheet Fox_2D_R3.dwg October 17, 2018 9:18 AM by christopher.stroger

This document, together with the concepts and designs presented herein, is an instrument of service, is intended only for the specific purpose and client for which it was prepared. Reuse of and improper reliance on this document without written authorization and adaptation by Kimley-Horn and Associates, Inc. shall be without liability to Kimley-Horn and Associates, Inc.

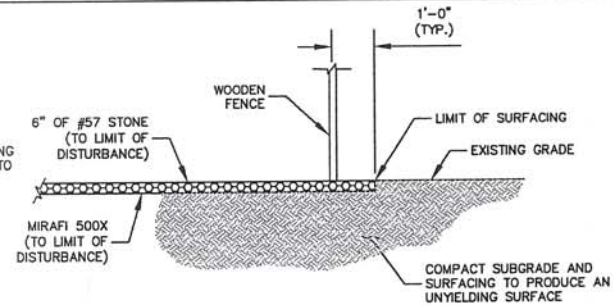
Copyright Kimley-Horn and Associates, Inc. 2018

FENCE NOTES:

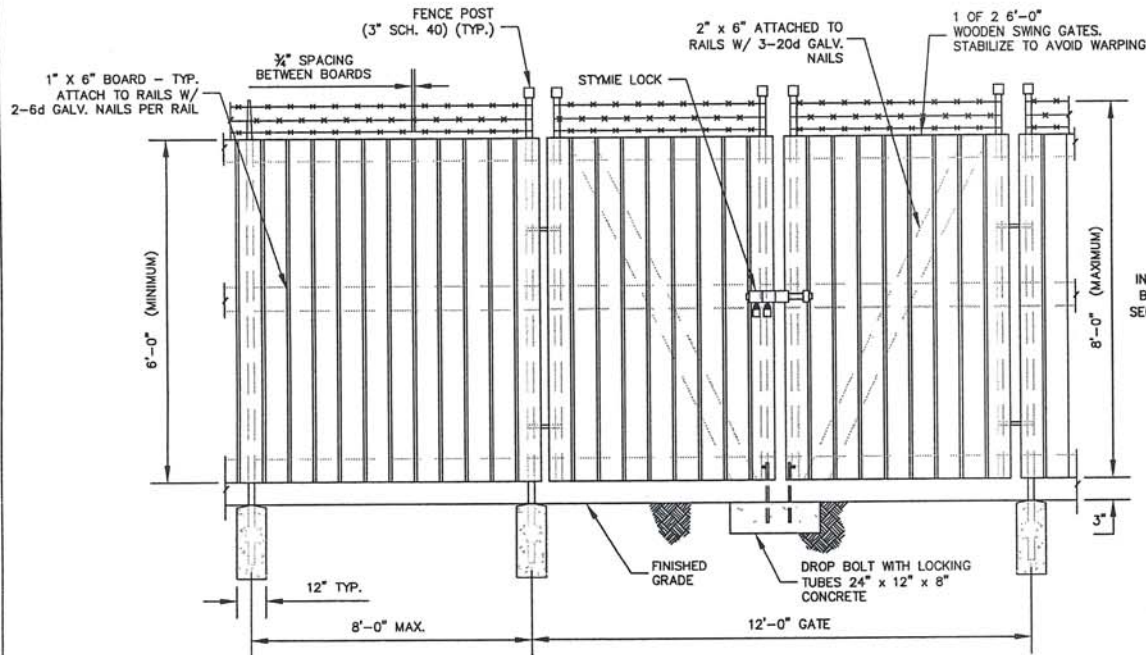
1. USE 3000-PSI CONCRETE, FULLY CONSOLIDATED AROUND THE POST.
2. WHERE THE POST IS SET IN ROCK OR CONCRETE, CORE A HOLE 12" DEEP AND 1" LARGER IN DIAMETER THAN THE POST. SET THE POST AND GROUT IN PLACE USING NON-SHRINK GROUT.
3. ALL POSTS MUST BE PLUMB AND ALIGNED WITH ONE ANOTHER IN BOTH HORIZONTAL AND VERTICAL PLANES.
4. CORNER AND GATEPOSTS FOR CHAIN LINK FENCES SHALL EXTEND ABOVE THE TOP STRAND OF BARBED WIRE TO PROVIDE TENSIONING FOR THE BARBED WIRE.
5. PROVIDE MIDRAILS AND BRACING AT ALL CORNER POSTS WHERE THE FENCE CHANGES DIRECTION BY MORE THAN 30 DEGREES.
6. THE GRADE OF THE SITE AND INSTALLATION OF THE FENCE SHALL PROVIDE FOR NO MORE THAN A 3" GAP BETWEEN THE BOTTOM OF THE FENCE MATERIAL AND FINISH GRADE.
7. CONTRACTOR SHALL PROVIDE HOLD OPEN DEVICES FOR ALL GATES AT THE SPECIFIED OPEN POSITIONS. DRIVEN PIPE TYPE RECEIVERS ARE NOT AUTHORIZED.



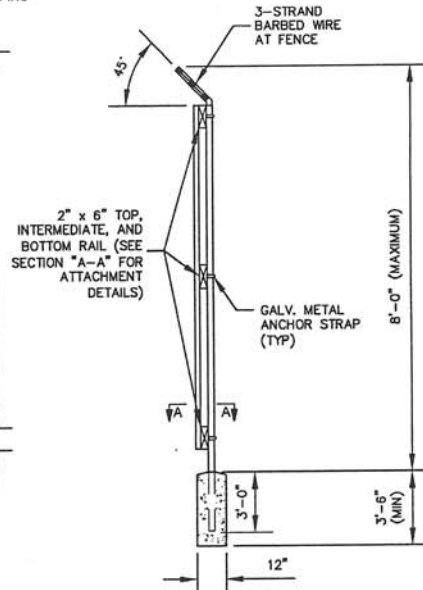
SECTION "A-A"
NOT TO SCALE



3
C6 SITE COMPOUND SURFACE DETAIL
NOT TO SCALE



1
C6 WOODEN FENCE AND GATE ELEVATION
NOT TO SCALE



2
C6 SIDE ELEVATION VIEW
NOT TO SCALE

verizon
8881 RESEARCH DRIVE
CHARLOTTE, NORTH CAROLINA 28288

PROJECT INFORMATION:
VERIZON NAME: SILVER FOX
VERIZON No.: 301033
1525 SHEET CLUB ROAD
HIGH POINT, NC 27285
GUILFORD COUNTY

CURRENT ISSUE DATE:
10/09/18

ISSUED FOR:
ZONING

REV.	DATE	ISSUED FOR	BY
0	08/21/17	ZONING	DMF
1	07/23/18	ZONING	DMF
2	10/09/18	ZONING	DMF

CONSULTANT:
Kimley»Horn
2 SUN COURT, SUITE 400
PEACHTREE CORNERS, GA 30092
PHONE: 770-825-0744
WWW.KIMLEY-HORN.COM
NC License F-0102

DRAWN BY: CHK: XQD KAB DMF
APV: DMF
LICENSER:

NORTH CAROLINA
PROFESSIONAL
SEAL
03/02/27
ENGINEER
DAVID FRANKLIN
10/17/18

SHEET TITLE:
FENCE, GATE,
AND COMPOUND
DETAILS

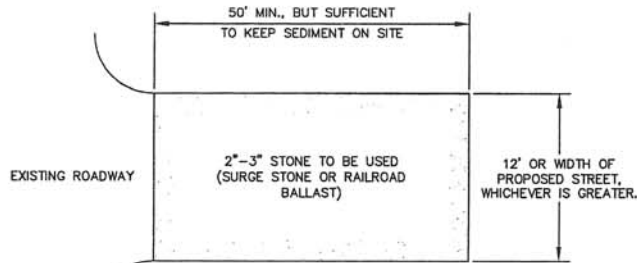
SHEET NUMBER: C3
REVISION: 2
018985542

K:\VTI...Wireless\0000...Verizon\2017 Silver Fox\000\000\Ver3_10-09-18\Silver Fox_ZD_R3.dwg October 17, 2018 2:28 AM by: chrislooper@knh.com

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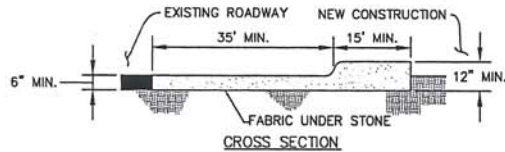
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PLAN

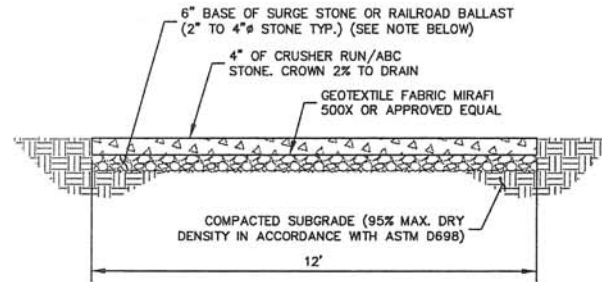
NOTES:

1. PUT SILT FENCE OR TREE PROTECTION FENCE UP TO ENSURE CONSTRUCTION ENTRANCE IS USED.
2. IF CONSTRUCTION ON THE SITES ARE SUCH THAT THE MUD IS NOT REMOVED BY THE VEHICLE TRAVELING OVER THE STONE, THEN THE TIRES OF THE VEHICLES MUST BE WASHED BEFORE ENTERING THE PUBLIC ROAD.
3. IF A PROJECT CONTINUES TO PULL MUD AND DEBRIS ON TO THE PUBLIC ROAD, THE GOVERNING AUTHORITY WILL CLEAN THE AREA AND INVOICE THE FINANCIALLY RESPONSIBLE PERSON AS INDICATED ON THE FINANCIAL RESPONSIBILITY FORM.



CROSS SECTION

1 CONSTRUCTION ENTRANCE
C4 NOT TO SCALE



NOTE:
IF DETERMINED NECESSARY DURING GRADING AND CONSTRUCTION OF THE ACCESS ROAD BY THE VERIZON WIRELESS PROJECT MANAGER, THE CONTRACTOR SHALL INSTALL 6" BASE OF SURGE STONE OR RAILROAD BALLAST (2" TO 4" STONE TYP.)

2 STANDARD ACCESS ROAD AND TURN-AROUND DETAIL
C4 NOT TO SCALE

verizon

8001 RESEARCH DRIVE
CHARLOTTE, NORTH CAROLINA 28228

PROJECT INFORMATION:

VERIZON NAME: SILVER FOX
VERIZON No.: 301033

1525 SKEET CLUB ROAD
HIGH POINT, NC 27265
GUILFORD COUNTY

CURRENT ISSUE DATE:

07/23/18

ISSUED FOR:

ZONING

REV. DATE: ISSUED FOR: BY:

0	08/21/17	ZONING	DMF
1	07/23/18	ZONING	DMF

CONSULTANT:

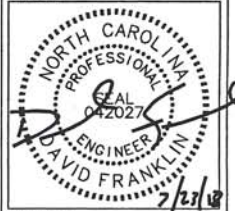
Kimley»Horn

2 SUN COURT, SUITE 400
PEACHTREE CORNERS, GA 30092
PHONE: 770-425-0744
WWW.KIMLEY-HORN.COM
NC License F-0102

CONSULTANT:

DRAWN BY: CHK: APV: XOD KAB DMF

LICENSER:



SHEET TITLE:

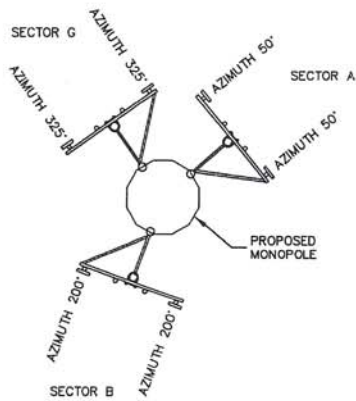
ACCESS ROAD
DETAILS

SHEET NUMBER: REVISION:

C4

1

018985542



1 ANTENNA ORIENTATION PLAN

(NOT TO SCALE, FOR ILLUSTRATIVE PURPOSES ONLY, SEE STRUCTURAL ANALYSIS BY OTHERS TO CONFIRM ANTENNA MOUNT TYPE)

ANTENNA SECTOR	AZIMUTH IN DEGREES	MECHANICAL DOWN TILT	LICENSED FREQUENCY	ANTENNA* (QTY) MAKE/MODEL	REMOTE RADIO UNIT	COMPOSITION CABLES			TOTAL HYBRID
						LENGTH	COAX QTY	SIZE	
A1	50°	0°	700/850	(1) ANDREW/NHH-65C-R2B	RRUSB13	198±	2	1½"	2
A2	50°	0°	1900	SHARED WITH A1	RRUS32	-	-	-	
A3	50°	0°	2100	SHARED WITH A4	RRUS32	-	-	-	
A4	50°	0°	700/850	(1) ANDREW/NHH065C-R2B	RRUSB13	198±	2	1½"	
B1	200°	0°	700/850	(1) ANDREW/NHH-65C-R2B	RRUSB13	198±	2	1½"	
B2	200°	0°	1900	SHARED WITH A1	RRUS32	-	-	-	
B3	200°	0°	2100	SHARED WITH A4	RRUS32	-	-	-	
B4	200°	0°	700/850	(1) ANDREW/NHH-65C-R2B	RRUSB13	-	-	-	
G1	325°	0°	700/850	(1) ANDREW/NHH-65C-R2B	RRUSB13	198±	2	1½"	
G2	325°	0°	1900	SHARED WITH A1	RRUS32	-	-	-	
G3	325°	0°	2100	SHARED WITH A4	RRUS32	-	-	-	
G4	325°	0°	700/850	(1) ANDREW/NHH-65C-R2B	RRUSB13	198±	2	1½"	

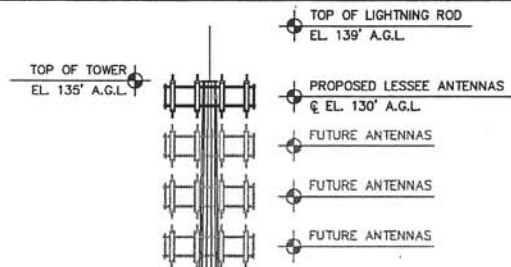
- * CONTRACTOR TO INSTALL ANY RAYCAP BOXES AS NECESSARY. VERIFY WITH VERIZON WIRELESS PROJECT MANAGER PRIOR TO CONSTRUCTION.

NOTES:

1. ALL INFORMATION ON THIS PAGE IS PROVIDED BY VERIZON WIRELESS AND/OR OTHERS AND IS SHOWN FOR ILLUSTRATIVE PURPOSES ONLY. CONTRACTOR SHALL CONTACT THE VERIZON WIRELESS CONSTRUCTION MANAGER PRIOR TO CONSTRUCTION FOR ALL DETAILED ANTENNA, AND COAX CABLE INFORMATION.

2. REFER TO STRUCTURAL ANALYSIS BY TOWER OWNER FOR ANALYSIS OF PROPOSED TOWER.

3. IT IS UNDERSTOOD THAT KIMLEY-HORN MAKES NO WARRANTY, EITHER EXPRESSED OR IMPLIED, FINDINGS, DESIGNS, RECOMMENDATIONS, SPECIFICATIONS, OPINION, OR PROFESSIONAL ADVICE RELATING TO THE STRUCTURAL ADEQUACY OF THE PROPOSED TOWER OR ATTACHMENT OF ANTENNAS OR OTHER APPURTENANCES.



PROPOSED LESSEE 11'-6" X 20' CONCRETE EQUIPMENT PAD W/ EQUIPMENT CABINETS AND GENERATOR

PROPOSED LESSEE WOODEN SECURITY FENCE

EXISTING GRADE
(±0'± AGL)

2 MONOPOLE TOWER ELEVATION - SOUTH VIEW

(FACING NORTH)
NOT TO SCALE

NOTES:

- ALL PROPOSED ATTACHMENTS TO TOWER BASED ON TOWER DESIGN DRAWINGS BY OTHERS (SEE GENERAL NOTE 1.07, SHEET N1).
- THE TOWER ELEVATION SHOWN IS FOR REFERENCE ONLY.
- COAX CABLE LENGTHS ARE APPROXIMATE. CONTRACTOR TO VERIFY CORRECT LENGTH IN FIELD AT TIME OF CONSTRUCTION.
- PROPOSED TOWER WILL BE GALVANIZED STEEL-GRAY IN COLOR.

verizon

8821 RESEARCH DRIVE
CHARLOTTE, NORTH CAROLINA 28262

PROJECT INFORMATION:

VERIZON NAME: SILVER FOX
VERIZON No.: 301033

1525 SHEET CLUB ROAD
HIGH POINT, NC 27265
GUILFORD COUNTY

CURRENT ISSUE DATE:

10/09/18

ISSUED FOR:

ZONING

REV. DATE: ISSUED FOR: BY:

REV.	DATE	ISSUED FOR	BY
0	08/21/17	ZONING	DMF
1	07/23/18	ZONING	DMF
2	10/09/18	ZONING	DMF

CONSULTANT:

Kimley»Horn

2 SUN COURT, SUITE 450
PEACHTREE CORNERS, GA 30092
PHONE: 770-855-0744
WWW.KIMLEY-HORN.COM
NC License F-0102

CONSULTANT:

DRAWN BY: CHK: APV: XGD KAB DMF

LICENSER:

FOR ILLUSTRATIVE PURPOSES ONLY- NO SIGNATURE REQUIRED

SHEET TITLE:

ANTENNA AND TOWER ELEVATION DETAILS

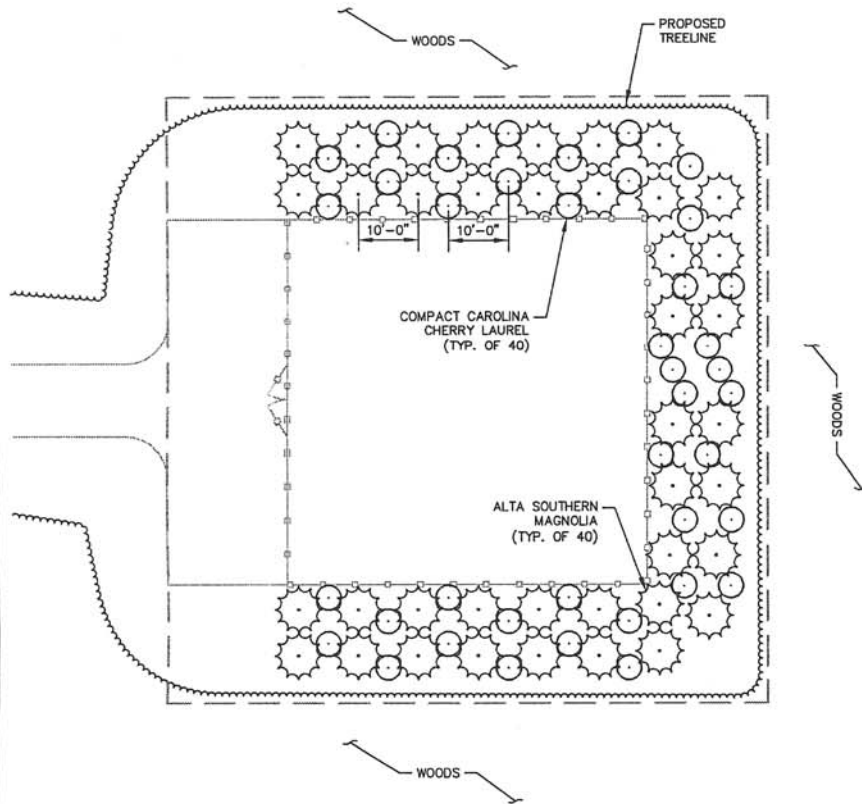
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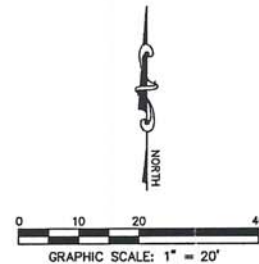
1 LANDSCAPING PLAN
L1 SCALE: 1" = 20'

PLANTING LIST						
SYM/KEY	QTY.	BOTANICAL NAME	COMMON NAME	SPECIFICATION		
				PLANTING HEIGHT	ROOT	SPACING
ASM	40	MAGNOLIA GRANDIFLORA	ALTA SOUTHERN MAGNOLIA	6'-8'	B&B	10' O.C. MIN
CCCL	40	PRUNUS CAROLINIANA	COMPACT CAROLINA CHERRY LAUREL	4'-6'	B&B	10' O.C. MIN

LEGEND	
	ALTA SOUTHERN MAGNOLIA
	COMPACT CAROLINA CHERRY LAUREL

GENERAL LANDSCAPE NOTES:

1. THE LANDSCAPE CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATION OF HIS WORK WITH THAT OF ALL OTHER CONTRACTORS. THIS PLAN DOES NOT GUARANTEE THE EXISTENCE OR NON-EXISTENCE OF ANY UTILITIES. PRIOR TO COMMENCEMENT OF ANY WORK, THE LANDSCAPE CONTRACTOR SHALL VERIFY THE LOCATIONS OF ALL ABOVE GROUND AND UNDERGROUND UTILITIES.
2. THE QUALITY AND SIZE OF ALL PLANT MATERIAL SHALL CONFORM TO THE MOST CURRENT STANDARDS AS SET FORTH IN ANSI Z60.180 - AMERICAN STANDARD FOR NURSERY STOCK.
3. ALL DISTURBED AREAS NOT COVERED BY HARDSCAPE OR PLANT MATERIALS SHALL BE COVERED WITH SEED AND STRAW.
4. PLANT SUBSTITUTION MAY BE PERMITTED ONLY AFTER PROOF THAT SPECIFIED PLANTS ARE UNAVAILABLE AND THE REQUEST HAS BEEN SUBMITTED TO THE OWNER OR LANDSCAPE ARCHITECT. THE CONTRACTOR SHALL PROVIDE THE NEAREST EQUIVALENT OBTAINABLE SIZE AND VARIETY OF THE PLANT HAVING THE SAME ESSENTIAL CHARACTERISTICS AS THE PLANT SPECIFIED.
5. MINOR PLANT LOCATION ADJUSTMENTS MAY BE MADE IN THE FIELD TO ENSURE ACCESS TO UTILITY JUNCTION BOXES, FREE SITE LIGHTING OF FUTURE TREE CANOPY INTERFERENCE AND ALLOW UNINHIBITED PEDESTRIAN / VEHICULAR CIRCULATION ON ALL PAVEMENTS OR FOUNDATIONS.
6. ALL SHRUB MASSES OF TWO OR MORE SHALL BE EDGED INTO A PLANTING BED AND MULCHED PER DETAIL. ALL INDIVIDUAL TREES AND SHRUBS SHALL HAVE A MULCH SAUCER EQUAL IN DIAMETER TO THE PLANTING PIT DIAMETER AND SHALL BE MULCHED AS SHOWN ON THE DETAILS. UNLESS OTHERWISE INDICATED, ALL BED EDGES SHALL BE A DEEP CUT CLEAN SPADE EDGE.
7. THE CONTRACTOR SHALL VERIFY THAT EACH TREE OR SHRUB PIT WILL DRAIN BEFORE INSTALLING PLANT MATERIAL. HE SHALL FILL THE HOLE WITH SIX INCHES (6") OF WATER THAT SHOULD PERCOLATE OUT WITHIN TWENTY-FOUR HOURS. SHOULD ANY AREA NOT DRAIN PROPERLY, A PERFORATED DRAIN LINE SHALL BE INSTALLED, OR THE PLANTS RELOCATED.
8. THE CONTRACTOR SHALL NOTIFY THE OWNER IMMEDIATELY IF HE ENCOUNTERS ANY UNSUITABLE SURFACE OR SUBSURFACE DRAINAGE CONDITIONS, SOIL DEPTH, LATENT SOILS, HARD PAN, UTILITY LINES, OR OTHER CONDITIONS THAT WILL JEOPARDIZE THE HEALTH AND VIGOR OF THE PLANTS. SHOULD THE CONTRACTOR NOT NOTIFY THE OWNER OF A PROBLEM AREA, HE WARRANTS THAT THE AREAS ARE SUITABLE FOR PROPER GROWTH AND DEVELOPMENT OF ALL PLANTS INSTALLED.
9. THE CONTRACTOR SHOULD VERIFY LANDSCAPING/TREE PLANTING LOCATIONS WITH THE PUBLIC UTILITIES DEPARTMENT TO AVOID CONFLICTS WITH WATER, SEWER, AND GAS LINES.
10. PLANTS SHALL BE SO TRAINED IN DEVELOPMENT AND APPEARANCE AS TO BE UNQUESTIONABLE SUPERIOR IN FORM, COMPACTNESS AND SYMMETRY. THEY SHALL BE SOUND, HEALTHY, VIGOROUS, WELL BRANCHED AND DENSELY FOLIATED WHEN IN LEAF, AND FREE OF DISEASE AND INSECT ADULT EGGS, PUPAE OR LARVAE. THEY SHALL HAVE HEALTHY, WELL-DEVELOPED ROOT SYSTEMS AND SHALL BE FREE FROM PHYSICAL DAMAGE OR OTHER CONDITIONS THAT WOULD PREVENT THRIVING GROWTH.
11. THERE SHALL BE NO CIRCLING OR GIRDLING ROOTS. CIRCLING ROOTS SHOULD BE CUT IN AT LEAST ONE PLACE.
12. THERE SHOULD BE ONE DOMINANT LEADER TO THE TOP OF THE TREE WITH THE LARGEST BRANCHES SPACED AT LEAST 6 INCHES APART. THERE CAN BE TWO LEADERS IN THE TOP 10% OF THE TREE IF IT IS OTHERWISE OF GOOD QUALITY.
13. THE TREE CANOPY SHOULD BE SYMMETRICAL AND FREE OF LARGE VOIDS. CLEAR TRUNK SHOULD BE NO MORE THAN 40% OF TREE HEIGHT UNLESS OTHERWISE SPECIFIED IN THE PLANTING SPECIFICATIONS. CLEAR TRUNK SHALL BE OF SUFFICIENT HEIGHT TO CLEAR SURROUNDING USES THAT MAY BE IMPACTED BY THE FUTURE GROWTH OF THE TREE.
14. OPEN TRUNK AND BRANCH WOUNDS SHALL BE LESS THAN 10% OF THE CIRCUMFERENCE AT THE WOUND AND NO MORE THAN 2 INCHES TALL. PROPERLY MADE PRUNING CUTS ARE NOT CONSIDERED OPEN TRUNK WOUNDS. THERE SHOULD BE NO CONKS OR BLEEDING, AND THERE SHOULD BE NO SIGNS OF INSECTS OR DISEASE ON MORE THAN 5% OF THE TREE.
15. IF ANY OF THE ABOVE CONDITIONS ARE NOT MET, TREES MAY BE REJECTED.
16. TREE PROTECTION DEVICES MUST BE INSTALLED AND INSPECTED PRIOR TO ANY CLEARING, GRUBBING, OR GRADING OF THE SITE BY THE LOCAL ARBORIST.



8801 RESEARCH DRIVE
CHARLOTTE, NORTH CAROLINA 28262

PROJECT INFORMATION:

VERIZON NAME: SILVER FOX
VERIZON No.: 301033

1525 SHEET CLUB ROAD
HIGH POINT, NC 27265
GUILFORD COUNTY

CURRENT ISSUE DATE:

10/09/18

ISSUED FOR:

ZONING

REV. DATE: ISSUED FOR: BY:

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CONSULTANT:

Kimley»Horn

2 SUN COURT, SUITE 400
PEACHTREE CORNERS, GA 30082
PHONE: 770-825-0744
WWW.KIMLEY-HORN.COM
NC License F-0102

CONSULTANT:

DRAWN BY: CHK: APV:

XGD KAB DMF

LICENSER:

10/17/18

SHEET TITLE:

LANDSCAPING
PLAN & DETAILS

SHEET NUMBER: REVISION:

L1 2

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EXHIBIT A-1

October 16, 2018

Mr. Paul Parker
2724 Lakeview Drive
Raleigh, NC 27609

RE: 135' Sabre Monopole for Silver Fox, NC

Dear Mr. Parker,

Upon receipt of order, we propose to design and supply the above referenced Sabre monopole for a Basic Wind Speed of 90 mph with no ice and 30 mph + 0.75" ice, Structure Class II, Exposure Category C and Topographic Category 1 in accordance with the Telecommunications Industry Association Standard ANSI/TIA-222-G, "Structural Standard for Antenna Supporting Structures and Antennas".

When designed according to this standard, the wind pressures and steel strength capacities include several safety factors, resulting in an overall minimum safety factor of 25%. Therefore, it is highly unlikely that the monopole will fail structurally in a wind event where the design wind speed is exceeded within the range of the built-in safety factors.

Should the wind speed increase beyond the capacity of the built-in safety factors, to the point of failure of one or more structural elements, the most likely location of the failure would be within the monopole shaft, above the base plate. Assuming that the wind pressure profile is similar to that used to design the monopole, the monopole will buckle at the location of the highest combined stress ratio within the monopole shaft. This is likely to result in the portion of the monopole above leaning over and remaining in a permanently deformed condition. ***Please note that this letter only applies to the above referenced monopole designed and manufactured by Sabre Towers & Poles.*** The fall radius for the monopole design described above is less than 50 feet.

Sincerely,

Robert E. Beacom, P.E., S.E.
Engineering Supervisor



EXHIBIT B

Network Operations



Verizon Wireless
8921 Research Drive
Charlotte, North Carolina 28262
Phone 704 510-8500

August 28, 2018

Herbert K. Shannon Jr. AICP
Senior Planner/Zoning Coordinator
Planning and Development Department
211 S Hamilton, Room 316| High Point, NC 27260

Re: Proposed Verizon Wireless Telecommunications Tower at
1520 Skeet Club Rd, High Point NC 27265
Tax/Pin: 0204401
Verizon Site Name: **Silver Fox**

Mr. Shannon:

I am providing this Letter to comply with the City of High Point
Development Ordinance Chapter 4 (Uses), 4.3.3 Institutional Uses, (3) Wireless
Telecommunication Facility (Major and Minor).

Verizon Wireless will offer first right of refusal to the City for purposes of
collocation, at least 30 days prior to entering into the first collocation agreement
or lease, and will comply with the balance of Paragraph e (3) of the Telecom
Ordinance for the City of High Point.

Very truly yours,

A handwritten signature in dark ink, appearing to read "Michael Haven", written over a horizontal line.

Michael Haven

Verizon Wireless Manager
RE/ Regulatory

EXHIBIT C

CITIZENS INFORMATION MEETING

Date: Wednesday, August 15, 2018

Place: Bistro Area
Brookdale Skeet Club Assisted Living
1560 Skeet Club Road
High Point, N.C.

Time: 5:30 p.m.

Topic: Telecommunications Tower Proposed for
1520 Skeet Club Road, High Point, N.C.
Verizon Site – **Silver Fox**

Presented By: James L. LaPann, Zoning Specialist
Faulk & Foster Real Estate, Inc. on behalf
of Verizon Wireless

A. Purpose of the Meeting

At this meeting all interested citizens will be provided with information about the Telecommunication Tower that is proposed to be constructed at 1520 Skeet Club Road. The presenter will answer any questions you may have about the project.

B. General Description of the tower project

This proposed tower will be approximately 400 feet south of Skeet Club Road, in a forested area. The tower is proposed to be constructed as a monopole tower. This will be a single pole with the antennas attached to the top portion. It will extend 135 feet in the air, and it will have a 4' lightning rod attached to the top. Screening will be placed around the antenna arrays to soften any aesthetic impact. At the base of the tower there will be a small enclosure that will surround the base of the tower and the equipment. The area that will be cleared of trees will be approximately 100' x 100', with a 60' x 60' fenced in secure area that will contain the base of the tower and the equipment on a concrete pad (11'6" x 20'). The base of the tower and the compound will not be visible due to the solid wood 8' tall fence, the evergreen plantings, the existing trees and a large berm that is on the side toward Skeet Club Road. There will be an access road that will use the existing gravel road that intersects with Skeet Club road, and a short access road will be created from that existing road to the proposed tower compound.

C. Benefits of the Tower

This site would be located in an area of very densely placed housing. The dense housing area extends the almost six miles from the center of High Point up to the area called Deep River (east of Oak Hollow Lane, at the intersection of Skeet Club Road (Rt. 1541) and Eastchester Drive (Rt. 68). There are three towers that serve this area that are overwhelmed with demand. This proposed tower will “offload LTE” for the towers and broadcast areas: Penny Rd. -3, Thatcher – 2, and Oak Springs – 2. The proposed tower will add coverage to the area surrounding the proposed tower, as well as substantially increasing the quality of service to the region. In this time where cell phones are often used to request assistance for emergency services like police, fire, or ambulance, the addition of this site will greatly enhance the safety of individuals who live or travel through that region. The FCC states that 70% of 911 calls are made on cell phones. This tower will greatly improve the safety in this region.

D. Attached Information

1. City of High Point Conditional Zoning District Citizen Information Meeting Information (2 pages)
2. Survey of site
3. Drawing C2- Site Plan
4. Drawing C3- Fence, gate and Compound Details
5. Drawing C6 – Antenna and Tower Elevation Details

E. Contact Information

If you have any questions or comments before or after the meeting, please contact James L. LaPann at jim.lapann@faulkandfoster.com or (518) 791-3740. He will be happy to speak to you.

EXHIBIT D

CITIZENS INFORMATION MEETING REPORT

VERIZON WIRELESS SITE – SILVER FOX

1520 Skeet Club Rd, High Point, N.C.

(a) The date, time, and location of the meeting;

The meeting was held on Wednesday, August 15, 2018 at 5:30 p.m. at the Bistro Area of the Brookdale Skeet Club Assisted Living, 1560 Skeet Club Road, High Point, N.C.

(b) The method and date of notification about the meeting;

The notification was made by the US mail and was sent on July 31, 2018.

(c) A list of landowners notified about the meeting;

The landowners notified were the land owners listed on the attached mailing list that was provided by the Senior Planner for the City of High Point on July 30, 2018.

(d) A list of meeting attendees;

The only person who attended the meeting was Jeffrey Patton, the land owner of the parcel where the tower will be located.

(e) If the meeting was conducted as a series of telephone calls;

No, it was conducted in person.

(f) The description of the development proposal presented to the attendees; and

There were no attendees so therefore nothing was presented.

(g) A summary of attendee comments, ideas, and suggestions from citizens to be incorporated into the development proposal.

Changes from a previous citizens information meeting that were included in this proposal are:

- 1. Movement of the tower location away from the adjoining parcel of land where a children's day care is located.**
- 2. A reduction in the height of the tower**
- 3. A reduction in the engineered fall zone of the proposed tower.**
- 4. Addition of a sheathing to reduce the aesthetic impact of the tower.**

EXHIBIT E



October 9, 2018

Verizon Wireless
8921 Research Drive
Charlotte, North Carolina 28262

Attention: Mr. Michael Haven

Reference: **Tower Location Change**
Silver Fox - 139 Foot Monopole Tower
Verizon Location Code - 301033
Verizon Project Code - 20141083208
High Point, North Carolina
S&ME Project No. 1243-18-001 Phase 015

Dear Mr. Haven:

This letter addresses the change in location of the Verizon Silver Fox tower. On October 2, 2018, Mr. Jim LaPann with Faulk & Foster emailed Ms. Leira Douthat with S&ME regarding the new tower location. The City of High Point has requested a letter indicating the *Report of Geotechnical Exploration* dated May 2, 2018 by S&ME is still applicable to the new location. Included in the email was a set of construction drawings for the tower, prepared by Kimley Horn and dated August 22, 2018.

The tower center has moved approximately 25 feet to the southwest of the location explored on April 20, 2018. The new location is still 1520 Skeet Club Road in High Point, North Carolina, however; the new latitude and longitude is 36.036583, -79.981622. The tower will now be a 139 foot monopole, including the lightning rod. Previously, the tower was a 149 foot monopole, including the lightning rod. A utility building will also be located within the tower compound. We anticipate the utility building will be supported by shallow spread foundations or a mat foundation.

Based on our understanding of the local geology and the relatively short distance to which the tower center has been relocated, S&ME expects relatively similar soil and partially weathered rock will be encountered and the design parameters discussed in our May 2, 2018 report should still apply.

The owner should understand there is the potential the subsurface conditions could change and it is recommended an S&ME geotechnical professional be present at the site during drilling or excavation of the foundation to compare the excavated soil with the soil encountered during the subsurface exploration. If the soil encountered differs from that discussed in the report, the construction should stop until the soil is re-evaluated and the foundation redesigned, if necessary.

S&ME, Inc. is pleased to submit letter regarding the Silver Fox Tower site in High Point, North Carolina. Our services were performed in general accordance with our Work Authorization No. VZW-2018-005, dated March 21, 2018, and as authorized through issuance of Purchase Order No. NCAR441585, dated April 11, 2018. This letter



Tower Location Change
Silver Fox - 139 Foot Monopole Tower
Verizon Location Code - 301033
Verizon Project Code - 20141083208
High Point, North Carolina
S&ME Project No. 1243-18-001 Phase 015

describes our understanding of the project based on the provided information, the subsurface conditions encountered near the tower location, and discusses the application of our conclusions and recommendations to the new tower location. Please contact us with questions regarding this letter or if we may be of further assistance.

Sincerely,

S&ME, Inc.

A handwritten signature of Daniel R. Boles is written over a circular professional seal. The seal contains the text 'NORTH CAROLINA PROFESSIONAL SEAL' and 'DANIEL R. BOLES'. A date stamp '10/9/18' is visible to the right of the seal.

Daniel R. Boles, P.E.
Geotechnical Group Leader
Registered, North Carolina 025719

A handwritten signature of Joshua H. Cole.

Joshua H. Cole, P.E.
Senior Geotechnical Engineer
Registered, North Carolina 033565

DRB/JHC:drb



Report of Geotechnical Exploration
Silver Fox - 149 Foot Monopole Tower
Verizon Location Code - 301033
Verizon Project Code - 20141083208
High Point, North Carolina
S&ME Project No. 1243-18-001 Phase 015

PREPARED FOR:
Verizon Wireless
8921 Research Drive
Charlotte, North Carolina 28262

PREPARED BY:
S&ME, Inc.
8646 West Market Street, Suite 105
Greensboro, North Carolina 27409

May 2, 2018



May 2, 2018

Verizon Wireless
8921 Research Drive
Charlotte, North Carolina 28262

Attention: Mr. Michael Haven

Reference: **Report of Geotechnical Exploration**
Silver Fox - 149 Foot Monopole Tower
Verizon Location Code - 301033
Verizon Project Code - 20141083208
High Point, North Carolina
S&ME Project No. 1243-18-001 Phase 015

Dear Mr. Haven:

S&ME, Inc. (S&ME) is pleased to submit the following *Report of Geotechnical Exploration* conducted at the Silver Fox Tower site in High Point, North Carolina. Our services were performed in general accordance with our Work Authorization No. VZW-2018-005, dated March 21, 2018, and as authorized through issuance of Purchase Order No. NCAR441585, dated April 11, 2018. This report describes our understanding of the project and the subsurface conditions encountered and presents our conclusions and recommendations. Please contact us with questions regarding this report or if we may be of further assistance.

Sincerely,

S&ME, Inc.

Mark Hayes, E.I.
Staff Professional

Senior review by: Joshua H. Cole, P.E.

MH/DB/JC/wj

Daniel R. Boles, P.E.
Geotechnical Group Leader
Registered, North Carolina 025719



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Report of Geotechnical Exploration
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 High Point, North Carolina
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 Figure 2 – Test Location Plan
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 Boring Log
 Laboratory Test Results
 Important Information about your Geotechnical Engineering Report



1.0 Introduction

1.1 Purpose

The purpose of this geotechnical exploration was to evaluate subsurface conditions at the site pursuant to developing earthwork and foundation design recommendations for the planned construction. This report provides the following:

- A summary of surface topographic features and site conditions,
- A summary of area geologic conditions,
- A summary of subsurface soil stratigraphy encountered in our boring with pertinent available physical properties,
- Our foundation recommendations (shallow and deep) which take into consideration the planned construction and encountered subsurface conditions for the new tower and utility building,
- General excavation recommendations,
- Site preparation recommendations, including recommendations for compacted fills or backfills,
- Recommendations for geotechnical and construction related issues, such as lateral earth pressures,
- A Test Location Plan and Boring Log,
- A summary of our laboratory test procedures conducted and results.

1.2 Project Information

Project information was provided by Verizon to Ms. Leira Douthat of S&ME via email correspondence. The email included the SCIP dated April 25, 2017 by Verizon; a set of preliminary construction drawings approved August 1, 2017 and prepared by Kimley-Horn and Associates; an FAA 1A letter dated July 18, 2017 by Point to Point Land Surveyors, Inc.; and the Right of Entry Agreement dated July 10, 2017.

Based on the provided information, we understand a new 149 foot tall monopole tower, including the four foot lightning rod, is to be constructed at 1520 Skeet Club Road in High Point, North Carolina (latitude 36.036608, longitude -79.981553). A utility building will also be located within the tower compound. We anticipate the utility building will be supported by shallow spread foundations or a mat foundation.

No tower loads have been provided at the time of this report. The tower will likely be constructed at or near existing grade, given the site's topography. Based on our experience with similar towers, we have assumed structural loading at the base of the tower will have the following range of values:

- Maximum Shear – 20 to 50 kips
- Maximum Compression Load – 20 to 50 kips
- Maximum Overturning Moment – 4,000 to 8,000 kip-feet



Please have the project information and assumptions described previously reviewed and confirmed by the appropriate project members. Modifications to our recommendations may be required if the actual conditions vary from the aforementioned information and/or assumptions.

1.3 Scope of Study and Report Format

This geotechnical exploration involved a site reconnaissance, drilling one soil test boring near the tower center, laboratory testing, and engineering analysis. The following sections of this report present discussions of the field exploration, site conditions, and conclusions and recommendations. Following the text of this report, figures, a boring log, and laboratory results are provided in the Appendix.

Our scope of services did not include an environmental assessment for determining the presence or absence of wetlands, or hazardous or toxic materials in the soil, air, surface water, or subsurface water. Any statements in this report or on the boring log regarding odors, colors, and unusual or suspicious items or conditions are strictly for informational purposes.

2.0 Exploration and Testing Programs

2.1 Field Exploration

2.1.1 Test Boring

The subsurface conditions at the site were explored on April 20, 2018 with one test boring, labeled B-1. The boring was located by Mr. Mark Hayes of S&ME using a handheld GPS unit with the coordinates provided. Please refer to Figure 2: Test Location Plan in the Appendix for the approximate boring location.

Based on the methods used to establish the location of the soil test boring, this information should be considered approximate. If more precise location information is required, a professionally licensed surveyor should be retained to obtain that information.

The test boring was advanced by mechanically turning a 2-15/16-inch diameter tricone bit using wash rotary drilling techniques into the soil with a Diedrich D-50 drill rig operated by an S&ME drilling crew. Standard Penetration Testing (SPT) and split spoon sampling was performed in the boring at regular intervals in general accordance with ASTM D1586.

Boring B-1 was advanced to a drilling depth of 49.8 feet below the existing ground surface. Soil samples were stored in glass jars and transported to our laboratory for visual classification by a member of our engineering staff. The boring log includes interpreted strata of soil between sample locations, SPT resistance values, soil consistency, and soil descriptions.

A bulk sample was collected from a depth of 2 to 7 feet.



Water level reading was taken approximately 24 hours after drilling completion. Upon completion of water level reading, the borehole was backfilled with soil cuttings and a borehole closure device.

2.2 Laboratory Testing Program

Selected site soils were returned to our laboratory for moisture content, Atterberg limits, grain size distribution, and standard Proctor moisture-density testing. The laboratory test results are discussed later in this report and individual test reports are included in the Appendix.

3.0 Site, Geologic, and Subsurface Conditions

3.1 Site Conditions

The site is located in a moderately dense wooded area on the property at 1520 Skeet Club Road in High Point, North Carolina (latitude 36.036608, longitude -79.981553). The site slopes gently down from north to south. A drainage feature was present within the west side of the planned lease area.

3.2 Geologic Conditions

The Geologic Map of North Carolina (1985) indicates the site is in the Piedmont Physiographic Province. The soils in the vicinity of the subject site have formed as a mantle of soil that has weathered in-place from the parent bedrock. These soils have variable thicknesses and are referred to as residuum or residual soils. The residuum is typically fine grained and has a higher clay content near the surface because of advanced weathering. The soils generally become less clayey and more sandy with depth because of less advanced weathering.

The boundary between soil and rock is not sharply defined. This transitional zone, termed partially weathered rock (PWR), is normally found overlying the parent bedrock. Partially weathered rock is defined for engineering purposes as residual material that can be penetrated by the drilling equipment and has standard penetration test blow counts in excess of 50 blows for six inches or less of sampler penetration. Weathering is facilitated by fractures, joints, and by the presence of less resistant rock types. Consequently, the profile of the partially weathered rock and hard rock is quite irregular and erratic, even over short horizontal distances. Also, it is not unusual to find lenses and boulders of hard rock and zones of partially weathered rock within the soil mantle, well above the general bedrock level.

3.3 Subsurface Conditions

3.3.1 Surface Cover

The boring encountered approximately 4 inches of topsoil at the ground surface.



3.3.2 *Residual Soil*

Residual soil was encountered underlying the topsoil to the boring termination depth. Residual soil is weathered in place from the underlying parent bedrock. The residual soil generally consisted of tan, gray, and brown silty sand (Unified Soil Classification of SM) and sandy lean clays (CL). The SPT N-values used to evaluate the coarse grained soils ranged from 8 to 52 blows per foot (bpf), indicating a loose to very dense relative density and a firm to very hard soil consistency.

3.3.3 *Partially Weathered Rock and Refusal*

PWR is defined for engineering purposes as residual material that can be penetrated with drill rig tooling and has standard penetration resistance values in excess of 50 blows for 6 inches of penetration. PWR was encountered at an approximate depth of 33.5 feet below the ground surface and extending to boring termination. N-values within the PWR ranged from 50 blows for 4 inches of penetration to 50 blows for 2 inches of penetration.

Refusal was not encountered in the boring to the depths explored. Refusal is a designation applied to material that cannot be penetrated by the power of the drilling equipment. Refusal discussed herein is based on conditions impenetrable to the drilling equipment used in this exploration (i.e., Diedrich D-50 track-mounted drill). Refusal conditions with a Diedrich D-50 do not necessarily indicate conditions impenetrable to other equipment.

3.3.4 *Subsurface Water*

Subsurface water was encountered at a depth of 8.5 feet approximately 24 hours after drilling completion. We note subsurface water levels fluctuate with seasonal and cyclical temperature and precipitation, and may be higher or lower at other times of the year. Additionally, subsurface water can be transported along the soil/rock interface and through joints/fractures in the rock.

3.3.5 *General*

The previously discussed subsurface description is of a generalized nature to highlight the major subsurface stratification features and material characteristics. The boring log included in the Appendix should be reviewed for specific information at the boring location. The depth and thickness of the subsurface strata indicated on the boring log was estimated based on the drill cuttings and the samples recovered. The transition between materials may be more gradual than indicated on the boring log. Information on actual subsurface conditions exists only at the specific boring location and is relevant to the time the exploration was performed. Variations may occur and should be expected at locations remote from the boring. The stratification lines were used for our analytical purposes and, unless specifically stated otherwise, should not be used as the basis for design or construction cost estimates.

3.4 **Laboratory Test Results**

Atterberg limits tests on the bulk sample indicated the sample was a low plasticity clay with a liquid limit of 46 percent, a plastic limit of 19 percent, and a plastic index of 27 percent. Grain size testing of bulk sample indicated



the sample was coarse grained with approximately 56 percent finer than the No. 200 size sieve, 44 percent sand, and no gravel. Standard Proctor moisture-density testing on the bulk sample indicated a maximum dry density of 112.0 pounds per cubic foot at an optimum moisture content of 16.2 percent. The laboratory testing indicated the natural moisture content of the samples tested ranged from approximately 13.1 to 25.9 percent.

4.0 Conclusions and Recommendations

4.1 General

The conclusions and recommendations presented in this report are based on the preceding project information, the results of this exploration, and our experience. If it becomes apparent during construction the encountered conditions vary substantially from those presented herein, we should be notified at once. At that time, the conditions can be evaluated and the recommendations of this report modified, in written form, if necessary. Also, if the scope of the project should change significantly from that described herein, we should be notified and these recommendations should be reevaluated.

4.2 Site Assessment

Based on the subsurface data collected during this geotechnical exploration and our experience with similar projects, it is our opinion the site is adaptable for the proposed construction. Below are recommendations for site preparation, excavation conditions, earthwork, and foundation construction.

Boring B-1 indicates generally loose to very dense residual soil present at the site beneath the topsoil layer. Given the subsurface conditions encountered, the proposed tower may be supported using either a mat foundation or a drilled shaft. Excavations in the residual soils can typically be performed using conventional earthwork equipment.

4.3 Earthwork

Existing vegetation, topsoil, rock fragments greater than 6 inches, and other debris should be removed from the proposed construction areas. Once cuts are made to final grade and before the placement of new fill, the exposed subgrade should be evaluated for stability. Proofrolling is a commonly utilized method to evaluate soil subgrades. Proofrolling should be performed using a loaded dump truck or other similar heavy, rubber-tire equipment. Our geotechnical engineer should observe the subgrade and/or proofrolling operations and provide recommendations for treatment if unstable materials are encountered.

Material considered suitable for use as structural soil fill should be clean soil, free of organics, trash, and other deleterious material, and containing no rock fragments greater than 6 inches in any one dimension. Preferably, structural soil fill should have a maximum dry density of 90 pounds per cubic foot (pcf) or greater, a PI of 35 percent or less, and an organic content of less than 5 percent.

Visual and manual classification of the near-surface on-site residuum indicated the material appears to meet the requirements for re-use as new fill. We recommend additional laboratory testing at the time of construction to



confirm the PI value of the on-site residuum is within the recommended range if this material is to be used as structural fill. Material to be used as structural soil fill should be evaluated by S&ME personnel prior to placement.

Structural soil fill should be placed in loose, horizontal lifts not exceeding 8 inches in thickness and should be compacted to at least 98 percent of the soil's maximum dry density per ASTM D698 and within the range of minus 3 percent to plus 3 percent of its optimum moisture content. Moisture conditioning of the fill either by drying or wetting may be required based upon conditions at the time of construction. Each lift should be tested and observed by S&ME geotechnical personnel before placing additional lifts to confirm the contractor's method is capable of achieving the specified compaction and stability. In addition, any areas which have become soft or frozen should be removed or remediated before additional structural soil fill is placed.

Aggregate Base Course (ABC) Stone may also be used as fill at this site. The ABC Stone should conform to the NCDOT *Standard Specifications for Roads and Structures* (January 2012, Section 520 and 1008). The ABC Stone should be placed in loose, horizontal lifts not exceeding 10 inches in thickness. Each lift should be compacted to at least 95 percent of the aggregate's maximum dry density per ASTM D698 (standard method). Each lift should be compacted, tested, and observed by S&ME geotechnical personnel before placing any subsequent lifts.

4.4 Foundation Recommendations

4.4.1 *Shallow Foundations*

4.4.1.1 Tower

The proposed tower construction may be supported using a mat type spread footing bearing on the medium dense to dense residual soil. We recommend the foundation be designed using an allowable bearing pressure of up to 3,000 pounds per square foot (psf) for bearing in the recommended materials. Assuming the tower mat is designed as a beam on elastic subgrade where soil reaction is modeled using soil-supported springs, a Winkler modulus of 21 pounds per cubic inch may be assumed.

The foundation should bear at least 18 inches below existing grade, or in accordance with local building code, to protect against frost heave. Foundations may be required to be embedded deeper to resist overturning and/or uplift or to bear in the recommended materials. The design embedment depth should be determined by the structural engineer following load development and analysis.

Friction between the dense silty sand residuum and cast-in-place concrete at the mat base may be used to resist shear. An ultimate friction coefficient between the dense silty sand residuum and mass concrete can be assumed to be 0.35.

4.4.1.2 Equipment Shelter

We recommend using an allowable bearing pressure of 3,000 psf for design of the equipment shelter foundations. This allowable bearing pressure assumes the footings will bear on approved excavations bearing on newly placed



compacted fill or residual dense silty sands. Some undercutting and replacement may be required if lower consistency soils are encountered in foundation excavations. Undercut excavations may be backfilled using structural soil fill or aggregate base course stone compacted as recommended herein, or lean concrete. Foundations should be at least 18 inches wide for ease of construction and to protect against punching shear failure. Exterior foundations should bear at least 18 inches below adjacent grade to protect against frost heave.

4.4.2 *Deep Foundations*

A drilled shaft foundation may be used to support the proposed tower. The tower drilled shaft foundation is primarily designed to resist overturning moments due to lateral loading. One type of analysis that can be performed for lateral loading is using the commercially available computer program LPile. We should be contacted if additional parameters are desired. We have been asked to recommend lateral analysis parameters (presumably LPile or equivalent). The recommended lateral analysis parameters are provided below.

- 5 to 33.5 feet medium dense to very dense residual silty sand

p-y Curve Type	Sand (Reese)
Unit Weight	120 pcf
Friction Angle (ϕ')	38 degrees
Soil Modulus, k	90 pci
Ultimate End Bearing Capacity	9,000 psf
Nominal Side Resistance	600 psf

- 33.5+ feet PWR

p-y Curve Type	Stiff Clay without Free Water
Unit Weight	120 pcf
Undrained Shear Strength, cu	5,700 psf
Soil Strain Factor, ϵ_{50}	0.012
Ultimate End Bearing Capacity	15,000 psf
Nominal Side Resistance	1,200 psf

We recommend the upper zone of soil encountered to a depth of 5 feet below the ground surface be conservatively neglected in the lateral loading analysis due to the potential disturbance of the upper soils during the construction process. Please note the End Bearing Capacity and Nominal Unit Side Resistance values are unfactored. Typically a safety factor of 3.0 is applied to these values to determine allowable capacities.

The foundation analyses are sensitive to the parameters listed above, magnitude of loading, distribution of loading, and allowable movement. We should be given the opportunity to review the foundation design to check whether the above recommendations are consistent and compatible with the actual foundation design.

Additional recommendations for drilled shaft foundation construction are presented below:



- The drilling equipment used in the drilled shaft construction should have the capacity to produce a downward force of at least 35,000 pounds.
- We expect temporary steel casing will be required during the shaft excavation to prevent the sidewalls from caving when advanced through the residual soils. Additionally, if personnel entry is expected, casing should be installed to allow safe worker entry. Casing should be installed in accordance with OSHA guidelines. We are not responsible for job site safety, which is the sole responsibility of the contractor.
- Pumps should be used to maintain less than 2 inches of water in the opened shafts during cleaning, evaluation, and concrete placement. If water is flowing into the hole at a rate greater than the capacity of the pumps, the concrete should be placed by tremie methods.
- The concrete used to fill the drilled shafts should be designed with a slump between 4 and 7 inches to allow the concrete to fill irregularities along the sides of the drilled shafts.
- If the excavations cannot be dewatered by conventional pumps, then concrete placement into the drilled holes should be accomplished by tremie methods. This methodology is especially needed if the shaft is drilled by rotary wash drilling methods. This procedure will reduce contamination of the concrete by mud intrusion.
- If steel casing is used, it should be extracted as the concrete is placed. Care should be taken to prevent concrete from hanging up inside the casing and water/mud intrusion from outside the casing.

5.0 Limitations

This report has been prepared in accordance with generally accepted geotechnical engineering practice for specific application to this project. The conclusions and recommendations contained in this report are based upon applicable standards of our practice in this geographic area at the time this report was prepared. No other representation or warranty either express or implied, is made.

We relied on project information given to us to develop our conclusions and recommendations. If project information described in this report is not accurate, or if it changes during project development, we should be notified of the changes so that we can modify our recommendations based on this additional information if necessary.

Our conclusions and recommendations are based on limited data from a field exploration program. Subsurface conditions can vary widely between explored areas. Some variations may not become evident until construction. If conditions are encountered which appear different than those described in our report, we should be notified. This report should not be construed to represent subsurface conditions for the entire site.

S&ME should be provided the opportunity to review final plans and specifications to confirm our recommendations are properly interpreted and implemented. The recommendations in this report are contingent on S&ME's review of final plans and specifications followed by observation and testing of construction.

For additional information regarding the use and limitations of this report, please read the Important Information about your Geotechnical Engineering Report document located at the end of this report.

Appendices

Figure 1 – Site Location Plan

Figure 2 – Test Location Plan

Legend to Soil Classification and Symbols

Boring Log

Laboratory Test Results

Important Information about your Geotechnical Engineering Report



REFERENCE:
Base image from Google Maps.



SITE LOCATION PLAN

VERIZON – SILVER FOX
SKEET CLUB ROAD
HIGH POINT, NORTH CAROLINA

SCALE:
NOT TO SCALE
DATE:
APRIL 2018
PROJECT NUMBER:
1243-18-001 PH. 15

FIGURE NO.

1



NOTES:
Base image from Google Maps.

 Approximate Boring Location



BORING LOCATION PLAN

VERIZON – SILVER FOX
SKEET CLUB ROAD
HIGH POINT, NORTH CAROLINA

SCALE:
NOT TO SCALE
DATE:
APRIL 2018
PROJECT NUMBER:
1243-18-001 PH. 15

FIGURE NO.

2

LEGEND TO SOIL CLASSIFICATION AND SYMBOLS

SOIL TYPES

(Shown in Graphic Log)



Fill



Asphalt



Concrete



Topsoil



Gravel



Sand



Silt



Clay



Organic



Silty Sand



Clayey Sand



Sandy Silt



Clayey Silt



Sandy Clay



Silty Clay



Partially Weathered Rock



Cored Rock

WATER LEVELS

(Shown in Water Level Column)

▽ = Water Level At Termination of Boring

▽ = Water Level Taken After 24 Hours

◀ = Loss of Drilling Water

HC = Hole Cave

CONSISTENCY OF COHESIVE SOILS

CONSISTENCY

Very Soft

Soft

Firm

Stiff

Very Stiff

Hard

Very Hard

STD. PENETRATION RESISTANCE BLOWS/FOOT

0 to 2

3 to 4

5 to 8

9 to 15

16 to 30

31 to 50

Over 50

RELATIVE DENSITY OF COHESIONLESS SOILS

RELATIVE DENSITY

Very Loose

Loose

Medium Dense

Dense

Very Dense

STD. PENETRATION RESISTANCE BLOWS/FOOT

0 to 4

5 to 10

11 to 30

31 to 50

Over 50

SAMPLER TYPES

(Shown in Samples Column)

⊠ Split Spoon

▮ Rock Core

⋯ No Recovery

TERMS

Standard Penetration Resistance - The Number of Blows of 140 lb. Hammer Falling 30 in. Required to Drive 1.4 in. I.D. Split Spoon Sampler 1 Foot. As Specified in ASTM D-1586.

REC - Total Length of Rock Recovered in the Core Barrel Divided by the Total Length of the Core Run Times 100%.

RQD - Total Length of Sound Rock Segments Recovered that are Longer Than or Equal to 4" (mechanical breaks excluded) Divided by the Total Length of the Core Run Times 100%.



PROJECT: Verizon Silver Fox High Point, North Carolina S&ME Project No. 1243-18-001 Phase 015				BORING LOG B-1						
CLIENT: Verizon Wireless		ELEVATION: 860.3 ft		NOTES: Borehole backfilled with auger cuttings and a commercial hole closure device placed near the surface. Elevation data from a FAA 1-A survey performed by Point to Point Land Surveors, Inc.						
DATE DRILLED: 4/20/18		BORING DEPTH: 49.8 ft								
DRILL RIG: Diedrich D-50		WATER LEVEL: Water @ 8.5 ft @ 24 hrs								
DRILLER: TJ Williams		CAVE-IN DEPTH: 22 ft								
HAMMER TYPE: 140-lb Automatic		LOGGED BY: M. Stephenson		LAT.: 36.036608		LONG.: -79.981553				
SAMPLING METHOD: Split Spoon										
DRILLING METHOD: Wash Drill 2-15/16 tricone										
DEPTH (feet)	GRAPHIC LOG	MATERIAL DESCRIPTION	WATER LEVEL	ELEVATION (feet)	SAMPLE NO.	SAMPLE TYPE	BLOW COUNT / CORE DATA 1st 6in / RUN # 2nd 6in / REC 3rd 6in / ROD	SPT N-Value (bpf) FINES % PL NM LL	Pocket Pen (tsf)	N VALUE
		TOPSOIL - 4 inches - brown silty sand w/ organics								
		SILTY SAND (SM) - brown								
		RESIDUUM: SANDY CLAY (CL) - firm, gray, fine to medium, moist								
5		SILTY SAND (SM) - dense, gray tan, fine to medium, moist, slightly clayey		855.3	2					
		SILTY SAND (SM) - medium dense to very dense, light tan light gray, fine to medium, moist, trace mica at 9.5 ft.			3					
10				850.3	4					
15				845.3	5					
20				840.3	6					
25				835.3	7					
					8					

NOTES:

- THIS LOG IS ONLY A PORTION OF A REPORT PREPARED FOR THE NAMED PROJECT AND MUST ONLY BE USED TOGETHER WITH THAT REPORT.
- BORING, SAMPLING AND PENETRATION TEST DATA IN GENERAL ACCORDANCE WITH ASTM D-1586.
- STRATIFICATION AND GROUNDWATER DEPTHS ARE NOT EXACT.
- WATER LEVEL IS AT TIME OF EXPLORATION AND WILL VARY.

Page 1 of 2



PROJECT: Verizon Silver Fox High Point, North Carolina S&ME Project No. 1243-18-001 Phase 015					BORING LOG B-1													
CLIENT: Verizon Wireless			ELEVATION: 860.3 ft			NOTES: Borehole backfilled with auger cuttings and a commercial hole closure device placed near the surface. Elevation data from a FAA 1-A survey performed by Point to Point Land Surveors, Inc.												
DATE DRILLED: 4/20/18			BORING DEPTH: 49.8 ft															
DRILL RIG: Diedrich D-50			WATER LEVEL: Water @ 8.5 ft @ 24 hrs															
DRILLER: TJ Williams			CAVE-IN DEPTH: 22 ft															
HAMMER TYPE: 140-lb Automatic			LOGGED BY: M. Stephenson			LAT.: 36.036608		LONG.: -79.981553										
SAMPLING METHOD: Split Spoon																		
DRILLING METHOD: Wash Drill 2-15/16 tricone																		
DEPTH (feet)	GRAPHIC LOG	MATERIAL DESCRIPTION	WATER LEVEL	ELEVATION (feet)	SAMPLE NO.	SAMPLE TYPE	BLOW COUNT / CORE DATA			SPT N-Value (bpf)			Pocket Pen (tsf)	N VALUE				
							1st 6in / RUN #	2nd 6in / REC	3rd 6in / RQD	10	20	30	40	50	60	70	80	90
		SILTY SAND (SM) - medium dense to very dense, light tan light gray, fine to medium, moist, trace mica at 9.5 ft. (continued)																
35		PARTIALLY WEATHERED ROCK: SILTY SAND (SM) - light tan light gray, fine to medium, moist		825.3	9	24	50/2"											
40				820.3	10	50/3"												
45				815.3	11	44	50/2"											
		PARTIALLY WEATHERED ROCK: SILTY SAND (SM) - light tan light gray, fine to medium, moist			12	16	18	50/4"										
Boring terminated at 49.8 feet																		

NOTES:

Page 2 of 2

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- STRATIFICATION AND GROUNDWATER DEPTHS ARE NOT EXACT.
- WATER LEVEL IS AT TIME OF EXPLORATION AND WILL VARY.



Form No: TR-D2216-T265-1
Revision No. 1
Revision Date: 08/16/17

LABORATORY DETERMINATION OF WATER CONTENT



ASTM D 2216 ☒ AASHTO T 265 ☐

S&ME, Inc. Greensboro: 8646 West Market Street, Suite 105, Greensboro, NC 27409

Project #: 1243-18-001 Phase 015 Report Date: 4-25-18

Project Name: Verizon Silver Fox Test Date(s): 4-24-18

Client Name:

Client Address:

Sample by: Williams Sample Date(s): 4-20-18

Sampling Method: NA Drill Rig : NA

Method: A (1%) ☐ B (0.1%) ☒ Balance ID. 5544 Calibration Date: 2-26-18
Oven ID. 5470 Calibration Date: 12-1-17

Boring No.	Sample No.	Sample Depth	Tare #	Tare Weight	Tare Wt. + Wet Wt	Tare Wt. + Dry Wt	Water Weight	Percent Moisture	N o t e
		ft. or m.		grams	grams	grams	grams	%	
B-1	1	1.0'-2.5'	20	9.33	196.45	174.80	21.65	13.1%	
B-1	2	3.5'-5.0'	28	9.33	196.84	158.26	38.58	25.9%	
B-1	3	6.0'-7.5'	39	9.37	201.78	175.30	26.48	16.0%	
B-1	4	8.5'-10.0'	E	9.23	228.41	194.10	34.31	18.6%	
B-1	5	13.5'-15.0'	A	8.91	263.23	223.50	39.73	18.5%	
B-1	6	18.5'-20.0'	42	7.86	268.16	227.30	40.86	18.6%	
B-1	7	23.5'-25.0'	H	9.32	237.06	206.60	30.46	15.4%	
B-1	8	28.5'-30.0'	1	7.69	256.72	215.60	41.12	19.8%	
B-1	9	33.5'-35.0'	10	7.62	205.76	180.00	25.76	14.9%	
B-1	10	38.5'-40.0'	20A	8.87	162.29	142.40	19.89	14.9%	

Notes / Deviations / References Delete one of the references under Procedure.

Include Notes 1 through 5 as applicable

Also, Indicate the temperature of drying if different than 110°C+5

ASTM D 2216: Laboratory Determination of Water (Moisture) Content of Soil and Rock by Mass

Jimmy Thomasson
Technician Name

JT
Signature

NICET 119392
Certification Type / No.

4/25/2018
Date

Steve Lacz, PE
Technical Responsibility

Signature

Group Leader
Position

4/30/2018
Date

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SIEVE ANALYSIS OF SOIL

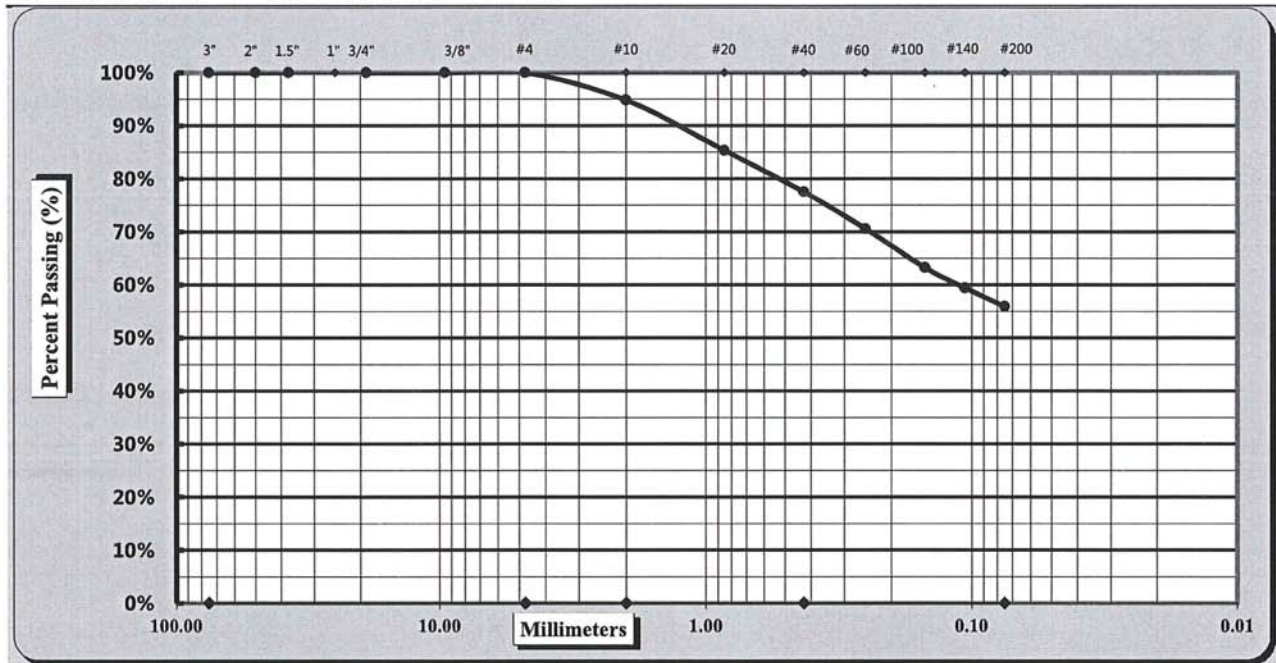


Single sieve set

ASTM D6913

S&ME, Inc. Greensboro: 8646 West Market Street, Suite 105, Greensboro, NC 27409

Project #:	1243-18-001	Phase 15	Record Date:	4/25/2018
Project Name:	Verizon Silver Fox		Lab Report #:	
Client Name:	Verizon Wireless		Date Received:	4/23/2018
Received By:	J. Thomasson	Sampled by:	Wingo	Date Sampled:
Location:	NA			
Log/Sample Id.	B-1 Bag	Type:	Bag	Elev/Depth:
Sample Description:	Tan Brown Sandy Lean Clay (CL)			



Cobbles	< 300 mm (12") and > 75 mm (3")	Fine Sand	< 0.425 mm and > 0.075 mm
Gravel	< 75 mm and > 4.75 mm (#4)	Silt	< 0.075 and > 0.005 mm
Coarse Sand	< 4.75 mm and > 2.00 mm (#10)	Clay	< 0.005 mm
Medium Sand	< 2.00 mm and > 0.425 mm (#40)	Colloids	< 0.001 mm

Method:	A	Procedure for obtaining Specimen:	Moist	Dispersion Process:	ultrasonic apparatus
Maximum Particle Size	3/8"	Coarse Sand	5%	Fine Sand	22%
Gravel	0%	Medium Sand	17%	Silt & Clay	56%
Liquid Limit	46	Plastic Limit	19	Plastic Index	27
Maximum Dry Density	112	Bulk Gravity (C127)		% Absorption	
Optimum Moisture	16.2%	Natural Moisture	16.6%	CBR	

Notes / Deviations / References:

<u>Steve Lacz, PE</u>	_____	<u>Group Leader</u>	<u>4/30/2018</u>
Technical Responsibility	Signature	Position	Date

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LIQUID LIMIT, PLASTIC LIMIT, & PLASTIC INDEX


 ASTM D 4318 ☒ AASHTO T 89 ☐ AASHTO T 90 ☐

S&ME, Inc. Greensboro: 8646 West Market Street, Suite 105, Greensboro, NC 27409

Project #: 1243-18-001 Phase 15 Report Date: 4-25-18

Project Name: Verizon Silver Fox Test Date(s): 4-25-18

Client Name: Verizon Wireless

Client Address:

Boring #: B-1 Sample #: Bag Sample Date: 4-20-18

Location: NA Offset: NA Elevation: 2.0'-7.0'

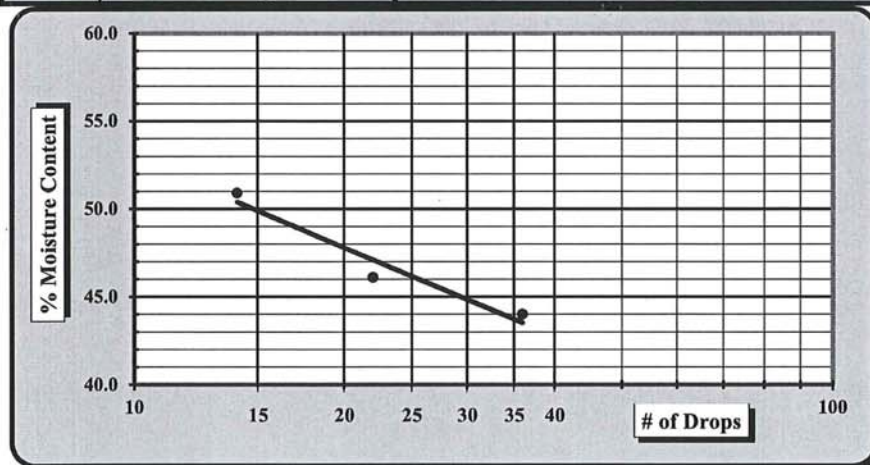
Sample Description: Tan Brown Lean Clay (CL)

Type and Specification	S&ME ID #	Cal Date:	Type and Specification	S&ME ID #	Cal Date:
Balance (0.01 g)	5544	2/26/2018	Grooving tool	5832	12/10/2017

LL Apparatus	5571	12/10/2017	Grooving tool
--------------	------	------------	---------------

Oven	5470	12/1/2017	Grooving tool
------	------	-----------	---------------

Pan #		Liquid Limit					Plastic Limit		
Tare #:		15	4	16			101	106	
A	Tare Weight	15.76	15.85	16.06			11.42	11.30	
B	Wet Soil Weight + A	23.06	23.87	23.92			18.65	17.74	
C	Dry Soil Weight + A	20.83	21.34	21.27			17.49	16.68	
D	Water Weight (B-C)	2.23	2.53	2.65			1.16	1.06	
E	Dry Soil Weight (C-A)	5.07	5.49	5.21			6.07	5.38	
F	% Moisture (D/E)*100	44.0%	46.1%	50.9%			19.1%	19.7%	
N	# OF DROPS	36	22	14			Moisture Contents determined by ASTM D 2216		
LL	LL = F * FACTOR								
Ave.	Average	#DIV/0!					19.4%		



One Point Liquid Limit			
N	Factor	N	Factor
20	0.974	26	1.005
21	0.979	27	1.009
22	0.985	28	1.014
23	0.99	29	1.018
24	0.995	30	1.022
25	1.000		

NP, Non-Plastic ☐Liquid Limit **46**Plastic Limit **19**Plastic Index **27**Group Symbol **CL**Multipoint Method ☐One-point Method ☐Wet Preparation ☐ Dry Preparation ☒ Air Dried ☐ Estimate the % Retained on the #40 Sieve: ☐

Notes / Deviations / References:

ASTM D 4318: Liquid Limit, Plastic Limit, & Plastic Index of Soils

Jimmy Thomasson

Technician Name

4/25/2018

Date

Steve Lacz, PE

Technical Responsibility

4/30/2018

Date

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Form No. TR-D698-2
Revision No. : 1
Revision Date: 07/25/17

MOISTURE - DENSITY REPORT



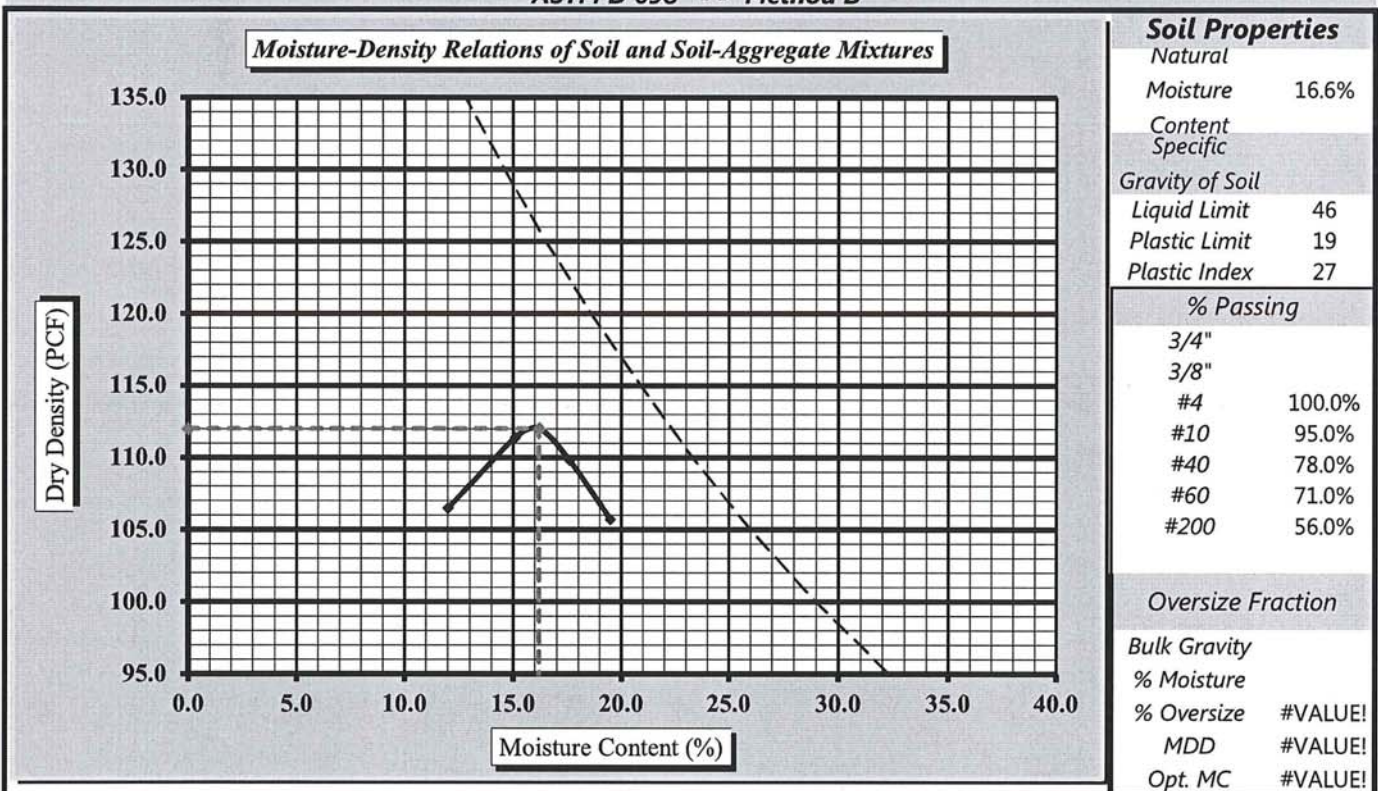
Quality Assurance

S&ME, Inc. Greensboro: 8646 West Market Street, Suite 105, Greensboro, NC 27409

S&ME Project #:	1243-18-001	Phase 15	Report Date:	4-25-18
Project Name:	Verizon Silver Fox		Test Date(s):	4-25-18
Client Name:	Verizon Wireless			
Client Address:				
Boring #:	B-1	Sample #:	Bag	Sample Date:
Location:	NA	Offset:	NA	Depth:
Sample Description:	Tan Brown Sandy Lean Clay (CL)			

Maximum Dry Density 112.0 PCF. Optimum Moisture Content 16.2%

ASTM D 698 - - Method B



Moisture-Density Curve Displayed: Fine Fraction ☒ Corrected for Oversize Fraction (ASTM D 4718) ☐
Sieve Size used to separate the Oversize Fraction: #4 Sieve ☐ 3/8 inch Sieve ☒ 3/4 inch Sieve ☐
Mechanical Rammer ☐ Manual Rammer ☒ Moist Preparation ☐ Dry Preparation ☒

References / Comments / Deviations:

ASTM D 2216: Laboratory Determination of Water (Moisture) Content of Soil and Rock by Mass
ASTM D 698: Laboratory Compaction Characteristics of Soil Using Standard Effort

Steve Lacz, PE
Technical Responsibility

Signature

Group Leader
Position

4/30/2018
Date

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Form No: TR-D2216-T265-1
Revision No. 1
Revision Date: 08/16/17

LABORATORY DETERMINATION OF WATER CONTENT



ASTM D 2216 ☒ AASHTO T 265 ☐

S&ME, Inc. Greensboro: 8646 West Market Street, Suite 105, Greensboro, NC 27409

Project #: 1243-18-001 Phase 015 Report Date: 4-25-18

Project Name: Verizon Silver Fox Test Date(s): 4-24-18

Client Name:

Client Address:

Sample by: Williams Sample Date(s): 4-20-18

Sampling Method: NA Drill Rig : NA

Method: A (1%) ☐ B (0.1%) ☒ Balance ID. 5544 Calibration Date: 2-26-18
Oven ID. 5470 Calibration Date: 12-1-17

Boring No.	Sample No.	Sample Depth	Tare #	Tare Weight	Tare Wt. + Wet Wt	Tare Wt. + Dry Wt	Water Weight	Percent Moisture	N o t e
		ft. or m.		grams	grams	grams	grams	%	
B-1	1	1.0'-2.5'	20	9.33	196.45	174.80	21.65	13.1%	
B-1	2	3.5'-5.0'	28	9.33	196.84	158.26	38.58	25.9%	
B-1	3	6.0'-7.5'	39	9.37	201.78	175.30	26.48	16.0%	
B-1	4	8.5'-10.0'	E	9.23	228.41	194.10	34.31	18.6%	
B-1	5	13.5'-15.0'	A	8.91	263.23	223.50	39.73	18.5%	
B-1	6	18.5'-20.0'	42	7.86	268.16	227.30	40.86	18.6%	
B-1	7	23.5'-25.0'	H	9.32	237.06	206.60	30.46	15.4%	
B-1	8	28.5'-30.0'	1	7.69	256.72	215.60	41.12	19.8%	
B-1	9	33.5'-35.0'	10	7.62	205.76	180.00	25.76	14.9%	
B-1	10	38.5'-40.0'	20A	8.87	162.29	142.40	19.89	14.9%	

Notes / Deviations / References Delete one of the references under Procedure.

Include Notes 1 through 5 as applicable

Also, Indicate the temperature of drying if different than 110°C+5

ASTM D 2216: Laboratory Determination of Water (Moisture) Content of Soil and Rock by Mass

Jimmy Thomasson
Technician Name

JT
Signature

NICET 119392
Certification Type / No.

4/25/2018
Date

Steve Lacz, PE
Technical Responsibility

Signature

Group Leader
Position

4/30/2018
Date

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EXHIBIT F

IMPACT STUDY

*Impact Study - Cell Tower
1520 Skeet Club Road
High Point, Guilford County,
North Carolina 27265*

Type Report: Impact Study

*Effective Date
July 21, 2018*



October 15, 2018

James LaPann
Faulk & Foster
Zoning Specialist
584 Laurel Lane
Lancaster, PA 17601

RE: Impact Study for Proposed Telecommunications Facility located at 1520 Skeet Club Road, High Point, Guilford County, North Carolina.

Dear Mr. LaPann:

I have completed a study of the proposed tower. The scope of the assignment is to provide an analysis and conclusions addressing items within my field of expertise associated with the issuance of a special use permit for the proposed development. A special use permit includes five findings of fact, of which two are addressed in this analysis. Details of these items are contained within this report.

The impact study is intended to conform to the Uniform Standards of Professional Appraisal Practice (USPAP), the Code of Professional Ethics and Standards of Professional Appraisal Practice of the Appraisal Institute. The impact study is not an appraisal as it does not report a value of any property; however, the study employs appraisal methodology to reach our conclusions of the impact of the proposed development.

The proposed development is a communication tower to be located on a property owned by Jeffrey and Holly Dee Patton. The siting of the proposed tower is a wooded area in the northern portion of an 8.72 acre site. The subject is improved with a single family dwelling. The location substantially lowers the visual impact of the proposed tower. The abutting land uses include residential dwellings and institutional uses. The surrounding land uses are contributing factors in the development of conclusion regarding the potential impact of the tower.

The conclusions of this study are supported by the data and reasoning set forth in the attached narrative. Your attention is invited to the Assumptions and Limiting Conditions section of this report. The analysts certify that we have no present or contemplated future interest in the proposed development, and that our fee for this assignment is in no way contingent upon the conclusions of this study.

EXTRAORDINARY ASSUMPTIONS AND HYPOTHETICAL CONDITIONS:

Jim LaPann
October 18, 2018
Page 2

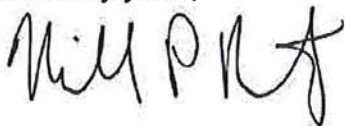
It is an extraordinary assumption of this report that the proposed development will be constructed as detailed in the report. Further, it is an assumption of the study that the maintenance will occur through a non-exclusive right-of-way that we assume is a legal access.

The content and conclusions of this report are intended for our client and for the specified intended uses only. They are also subject to the assumptions and limiting conditions as well as the specific extraordinary assumption set forth in this report.

It is our opinion that the proposed development will not substantially injure the values of adjacent or abutting properties and that the proposed development is in harmony with the area in which it is to be located.

Thank you for the opportunity to be of service. If you have any questions or comments, please contact our office.

Sincerely yours,

A handwritten signature in black ink, appearing to read 'Michael P. Berkowitz', with a stylized flourish at the end.

MICHAEL P. BERKOWITZ
MPB REAL ESTATE, LLC

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SCOPE OF THE ASSIGNMENT

In accordance with our agreement with the client, this impact study is specific to the needs of our client as part of an application for a special use permit to be considered by City of High Point Officials. Our study and the reporting of our study is in agreement with our client as follows:

The proposed development requires a Special Use Permit. The report is intended to address items relevant to the issuance of a special use permit. The following 'Findings of Fact' was extracted from the High Point Zoning Ordinance.

- C. Special Use Review Standards A special use shall be approved upon a finding that the applicant demonstrates the proposed special use:
1. Will not materially endanger the public health or safety if located where proposed;
 2. Complies with all required standards, conditions, and specifications of this Ordinance, including Chapter 4: Uses;
 3. Will not substantially injure the value of the abutting land, or the special use is a public necessity;
 4. Will be in harmony with the area in which it is to be located; and
 5. Is in general conformity with the City's adopted policy guidance.

The scope of the assignment includes research of existing towers in High Point and the surrounding area. The neighborhoods and their surrounding developments are researched to determine whether the proposed development, referred to as the "Silver Fox Site", is consistent with the location of other towers in the area and their impact, if any, on neighborhood development patterns and property values.

The impact study provides an analysis of the surrounding properties. The analysis includes existing improvements, zoning designations and likely development patterns. The existing uses as of the effective date of this report in concert with the market data provided are contributing factors to the conclusions of this study.

Since the initial study, the site plan has altered slightly to accommodate a storm drainage easement on the property. The location of the proposed tower has not significantly changed and the analysis performed based on the previous location is applicable. Further, the

PREMISES OF THE STUDY

Identification of Subject

Silver Fox Site

1520 Skeet Club Road
High Point, Guilford County, NC 27265

Guilford County Tax Parcel: 0204401

Client, Purpose, and Intended Use and Intended Users

James LaPann
Faulk & Foster
Zoning Specialist
584 Laurel Lane
Lancaster, PA 17601

The client and intended user is Mr. Jim LaPann. The intended use is as an aid to assist High Point officials in rendering a decision regarding the issuance of a special use permit for the proposed development. The study is not intended for any other use or users.

Analyst

Michael P. Berkowitz

MPB Real Estate, LLC
1100 Sundance Drive
Concord, NC 28027

Property Inspection

Michael Berkowitz inspected the property and neighborhood surrounding the proposed development. Details of surrounding land uses and observations are provided throughout the report. I also performed off site visual inspections of several towers located in and around High Point. I consider my observations in the context of the market data. They are a contributing factor to my conclusions. Photographs of the property were taken during Mr. Berkowitz's inspection.

Extraordinary Assumptions of Report

It is an extraordinary assumption of this report that the improvements as described within this report are compliant with the appropriate ordinance regarding items including but not necessarily limited to setbacks, landscaping, access and other items outside our field of expertise for this assignment. These items will be addressed as part of the application by others with expertise within the respective fields.

Should the extraordinary assumptions not exist, we reserve the right to amend this study.

Effective Date of Study

July 21, 2018

Date of Report

October 18, 2018

Type Report

Impact Study Report

Study Development and Reporting Process

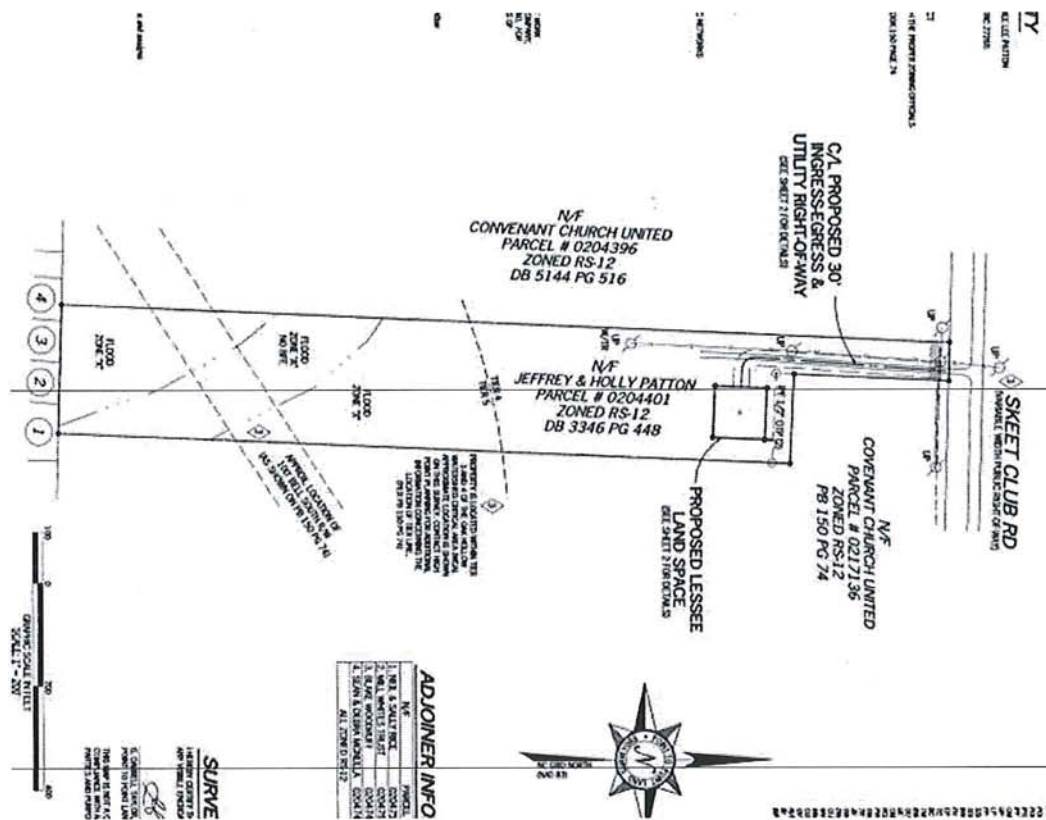
In preparing this study, the analyst:

- Analyzes physical affects, if any, of the proposed construction on properties in the immediate area as well as the neighborhood;
- Reviews plans for the proposed development to determine whether it is in compliance with the High Point Zoning Ordinance with respect to items within my field of expertise;
- Reviews site plan provided by our client with respect to the physical characteristics of the proposed development;
- Researches market data around existing cell towers in the High Point area to determine whether the proposed development is in accordance with the other similar developments in the area.

PROPOSED FACILITY

Tower

Based on information provided to the analyst, the proposed tower will consist of a 135-foot “monopole” communications tower. The height of the tower was reduced 10 feet as part of the revisions to the sight plan. The survey appears to show that access to the proposed tower will be provided by the existing driveway for the property with a small addition off the driveway to access the site. The following site plan shows the proposed site.



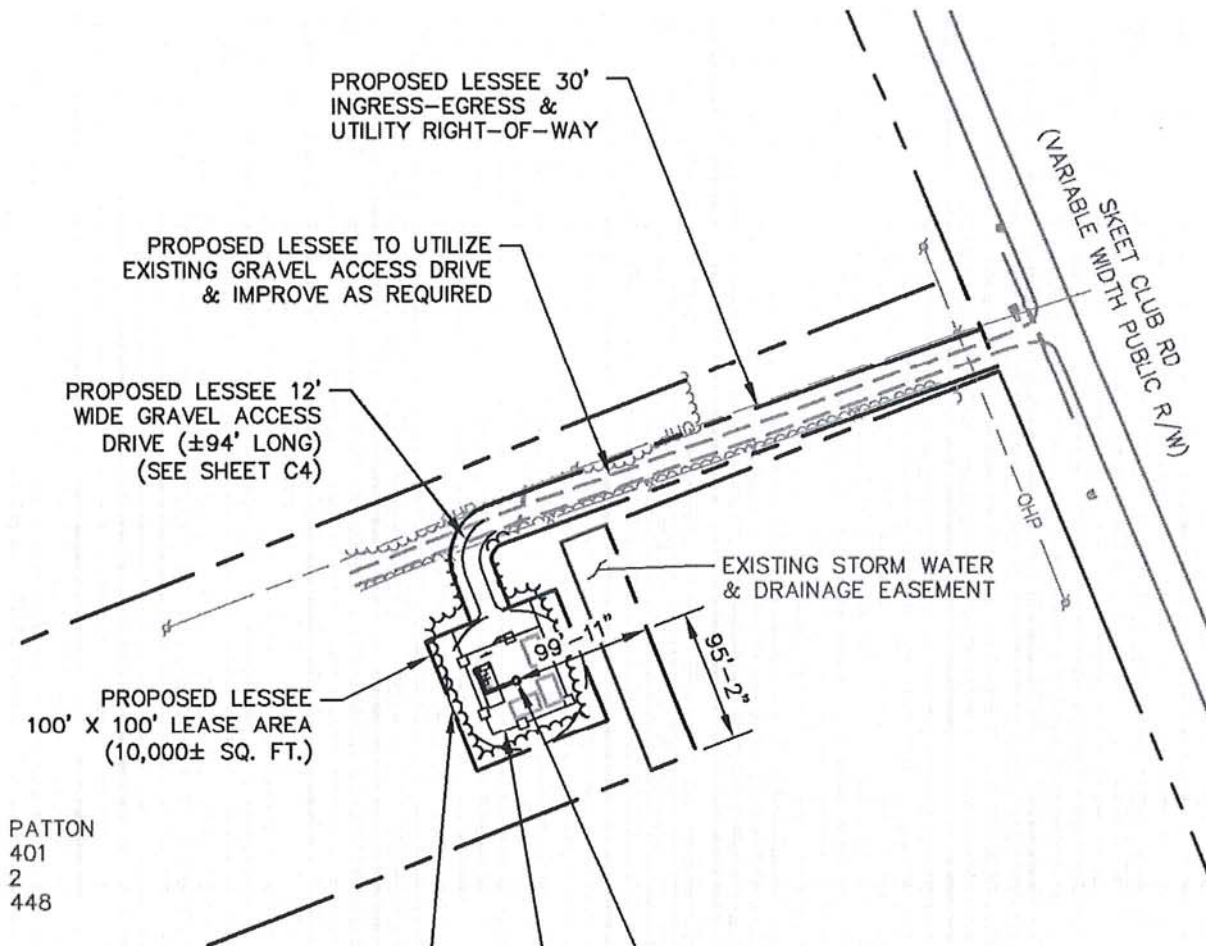
SITE PLAN

Site Improvements

The site improvements include an eight-foot chain link fence with three strands of barbed wire. As we will detail throughout this report, the existing vegetation provides a strong buffer that will obscure a significant portion of the proposed development.

Access

According to the site plan, the access to the site will be via a 30-foot wide utility/access easement extending from Skeet Club Road, which runs along the western boundary of the subject. The following exhibit was extracted from the site plan. Skeet Club Road is a secondary road connecting residential and institutional developments to the commercial node located east of the subject.

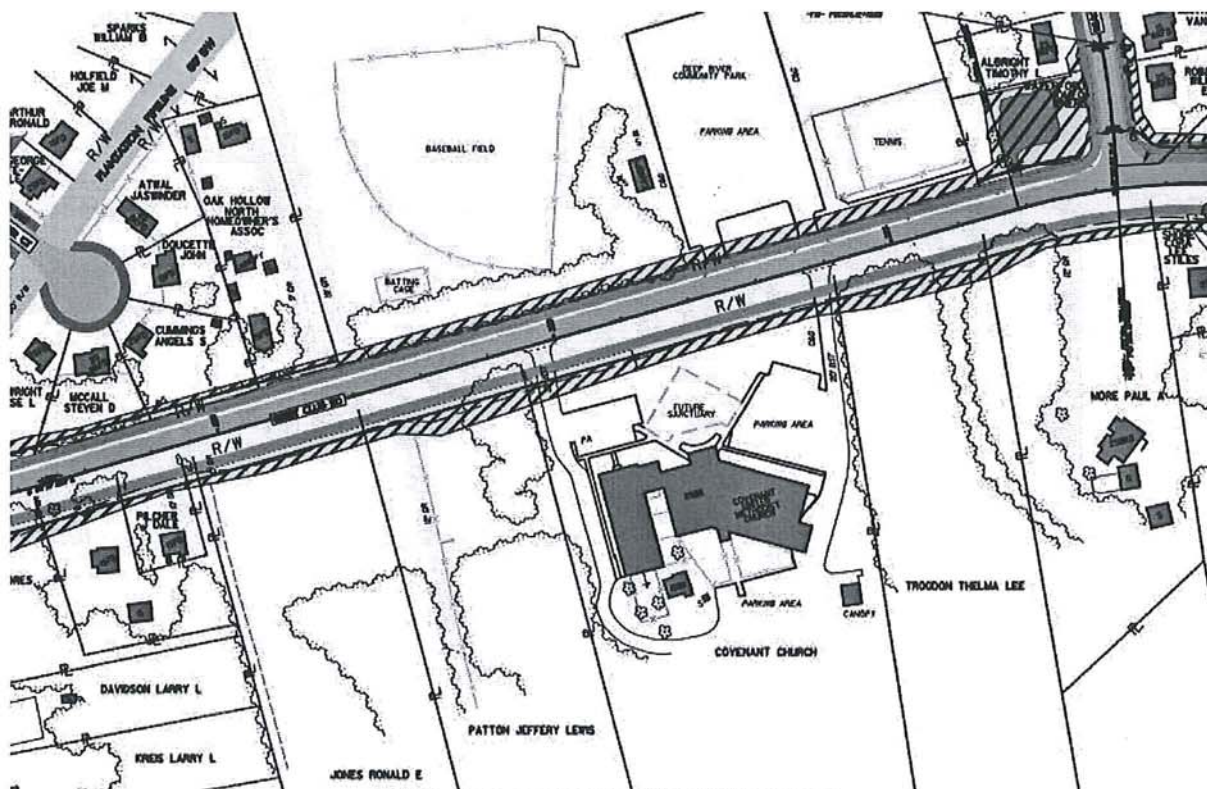




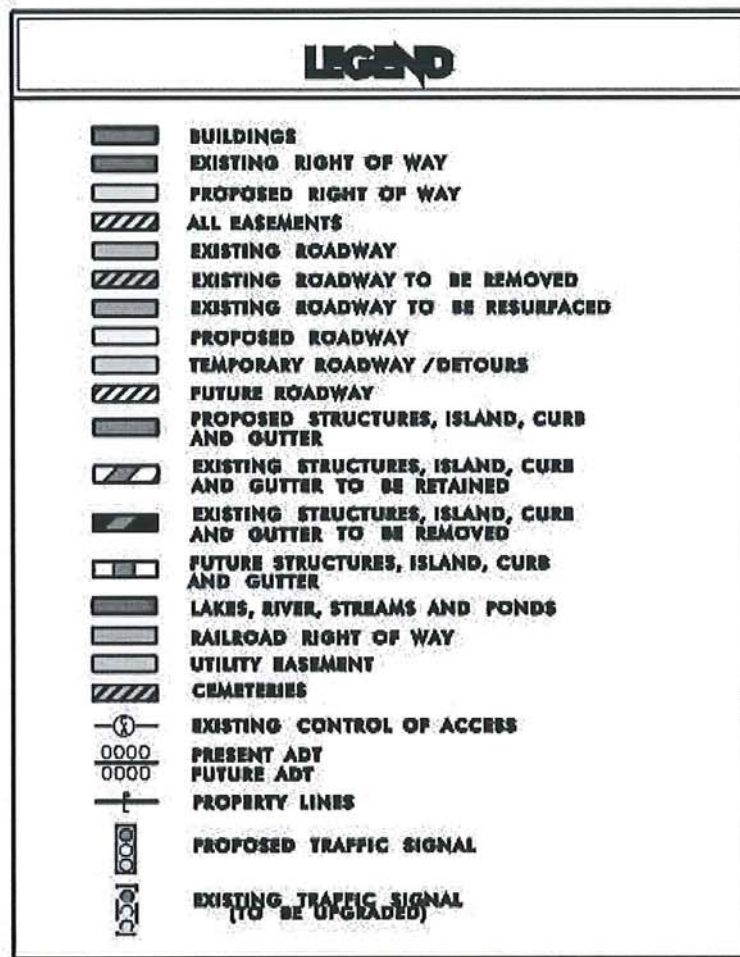
Location

The proposed tower is proposed to be located in a wooded area near the limited frontage of the subject along Skeet Club Road. The location in a wooded area close to Skeet Club Road reduces the visual impact of the tower for residential properties in the area. The most significant developments along this section of Skeet Club Road are Covenant United Methodist Church and Deep River Recreation Center.

The subject has a zoning designation of RS-12, Residential Single Family. In the High Point Zoning Ordinance, we found that this designation is no longer a current designation. The designation is identified as one of the old designation that will transfer to the current R-3 designation. The majority of the properties in the immediate area including the park and church have similar residential designations.



SKEET CLUB ROAD WIDENING MAP



A significant factor in the analysis is the current road widening project of Skeet Club Road. The 3.4 mile project will widen Skeet Club Road from two to four lanes. The widening of the road in front of the subject property will influence the corridor. Road widenings are performed because of increased traffic and population. The impact of the road widening is more influential on property values as it could impact development patterns along the corridor.

SURROUNDING LAND USES

The proposed development is located on an 8.72-acre tract of land off of Skeet Club Road. To the east of the subject is a commercial node that includes a variety of commercial developments including Walmart, movie theaters and

neighborhood oriented retail. To the west, Skeet Club Road extends to and crosses Deep River. The majority of developments along the corridor include institutional uses and tertiary streets extending into residential developments.

The subject abuts two properties owned by the church. The property immediately to the west is improved with a single family dwelling situated on 9.73 acres. The property immediately to the east is the church, which is situated on 25.45 acres. These two properties will have the highest level of visual impact from the proposed development.

To the south of the subject is the Whites Mill Estates subdivision. Several of the properties abut the southern boundary of the parent parcel of the proposed development. The distance and existing trees between the proposed tower and these properties minimizes or eliminates the visual impact of the tower on these properties.

The following exhibit is a topographical map of the proposed site as well as surrounding properties. The proposed tower will be located in a wooded area near Skeet Club Road. The elevations are considered in the analysis of potential visual impact of the tower on abutting properties.



As we will discuss in the following section, the scope of the assignment is to determine whether the proposed development is in accordance with the High Point zoning ordinance regarding the issuance of a special use permit and the development of wireless telecommunications facilities. The items within our field of expertise are detailed in the following section.

HIGH POINT ZONING ORDINANCE

As part of the assignment, I reviewed Chapter 2 Section 4.11 of the High Point Zoning Ordinance regarding the findings of

fact associated with the approval or denial of a special use permit. The following was extracted from the ordinance.

1. Will not materially endanger the public health or safety if located where proposed;
2. Complies with all required standards, conditions, and specifications of this Ordinance, including Chapter 4: Uses;
3. Will not substantially injure the value of the abutting land, or the special use is a public necessity;
4. Will be in harmony with the area in which it is to be located; and
5. Is in general conformity with the City's adopted policy guidance.

Item 1 – This item is outside my field of expertise.

Item 2 – It is our understanding, this will be performed and reviewed by local officials in concert with our client.

Item 3 – The development, if completed as proposed, will not substantially injure the value of abutting land. This is the focal point of the remainder of the study.

Item 4 – The development, if completed as proposed, from an appraiser's perspective is in harmony with the area in which it is to be located. This item is addressed in concert with the analysis from Item 3.

Item 5 – Consistent with Item 2, this item will be addressed by local planning officials in concert with our client.

Based on our review of the ordinance, the remainder of the study focuses on abutting properties and potentially injurious effect of the special use on value. The land uses for the area include single family residential and institutional uses. The following analysis is based on the potential visual impact of the proposed development on the respective abutting

properties. The following aerial provides and overview of the immediate area.



Single Family Residential (South) – The single family residential properties abutting the southern boundary of the subject parcel include some of the residences along Grindstaff Avenue in the White Mills Estates subdivision. We toured this subdivision during our inspection. There are several factors that lead me to conclude that the proposed development will not have a significant visual impact on these properties. These items include:

- The distance to the proposed tower is approximately 1,300 feet from any of these properties.
- The elevations of these properties is significantly lower than the elevation of the proposed tower site.

This in conjunction with the trees indicates that these properties would have little to no visual impact from the proposed tower.

- The subdivision includes street lights that pose a higher level of visual impact than the proposed tower.

Single Family Residential (West) – As noted earlier, this property is a single family dwelling situated on 9.73 acres. The improvements for this property are nestled amongst the woods on the property. The visual impact on this property is considered nominal for several factors including but not necessarily limited to:

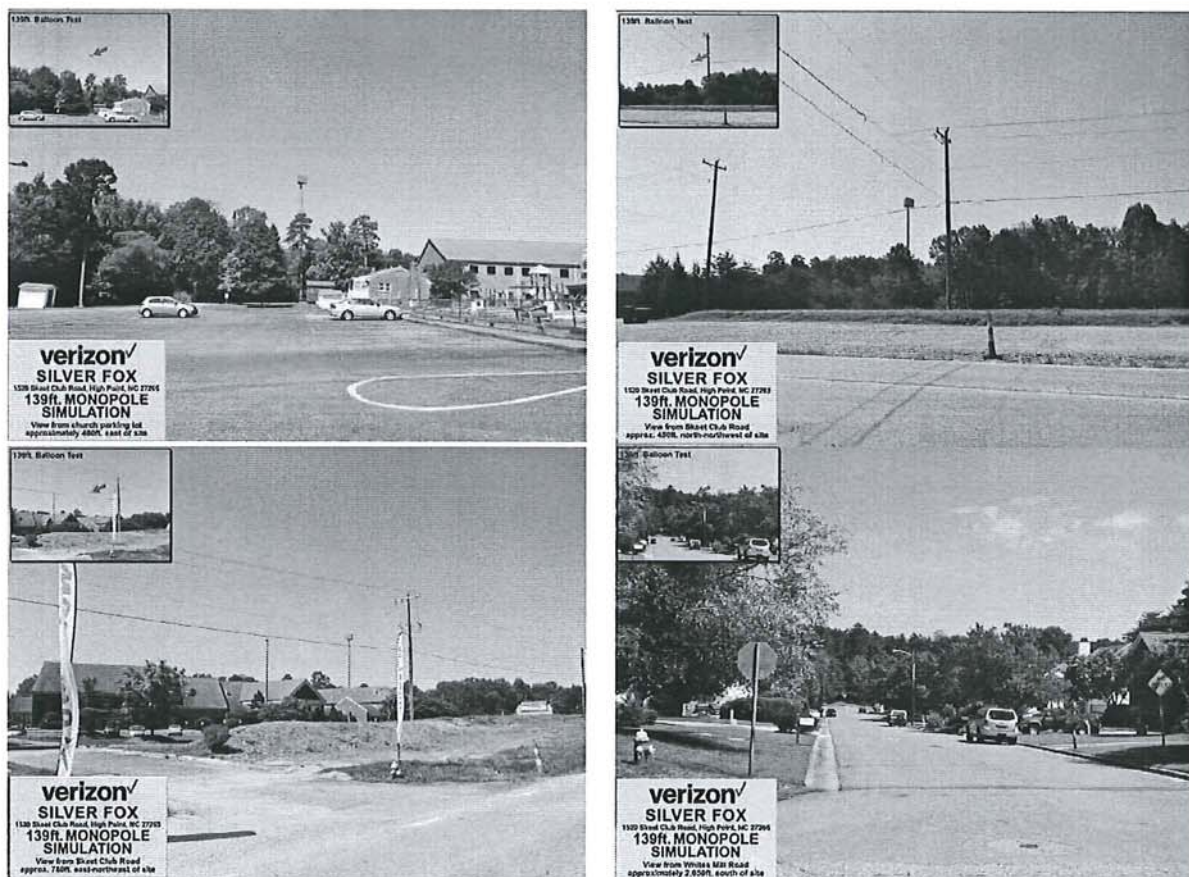
- The existing trees on the subject as well as the adjacent property will obscure the majority of the tower.
- Existing power lines are visible on this property and pose a more significant visual impact on the dwelling than the proposed tower.

Church – To the east of the proposed development is Covenant Church. This property will have the highest level of visibility of the tower based on the location and tree cover. The church property has significant frontage and much of the site is cleared for parking. Again, the widening of Skeet Club Road and the existing power lines and lighting for the parking have similar is not ore visual impact on the property. Institutional uses like a church are common locations for towers as they have minimal impact on the utility provided by the property. Special purpose properties like a church are typically valued by a cost approach that addresses the utility of the improvements for their intended use. The proposed tower will not impact the intended use of Covenant Church.

Deep River Recreation Center – Across Skeet Club Road is the Deep River Recreation Center. The center includes athletic fields, activity rooms, kitchen and gymnasium. The center provides a summer camp as well. As with the church,

this property provides comparable utility to many churches and is a special purpose property. As with schools and other institutional uses, cell towers serve to provide cell service in areas of congregation. Again, the visual influence from the existing power lines and road widening are more significant factors with respect a valuation of this property.

The following simulated photographs were provided as a tool to show the visual impact of the proposed tower on adjacent/abutting properties.



Again, we will discuss property values later in the report. We acknowledge that the proposed 135-foot tower will have a height in excess of any structure in the immediate area. The visual impact is minimized by the trees on the subject property as well as the trees on the majority of the adjacent or abutting

properties. The proposed tower will be located near Skeet Club Road near other above ground infrastructure.

Summary

The items within our field of expertise focus on the aesthetic impact of the proposed development. This is based on the existing developments as detailed earlier in the study. The existing infrastructure, location and existing trees reduces the visual footprint of the proposed tower.

MARKET RESEARCH

A potential issue associated with the impact of the proposed development is on property values in the immediate vicinity and the neighborhood. We researched towers in High Point and the surrounding area and identify the development patterns around these towers. After analyzing the market data, we compare this information to the proposed site and the physical characteristics and development patterns surrounding the proposed development.

High Point Area Towers

During our research, we observed several towers in and around High Point. Most of the towers found were located in established commercial or industrial areas. Towers are classified as comparable for a variety of reasons including but not necessarily limited to:

- *Location* – The proposed location is along a well-traveled road adjacent to Covenant Church. Schools and other institutional properties are common locations for wireless towers.
- *Surrounding Developments* – The surrounding developments along Skeet Club Road include residential and institutional uses.
- *Construction Type/Height* – The proposed tower is a monopole tower with a proposed height of 135 feet.

For the research of towers, we rely on information from antennasearch.com, which we consider a reliable source of

information. Our search revealed 84 towers within a four mile radius of the proposed tower. However, most of the towers were under 100 feet, which are not comparable to the subject. We also excluded towers listed that were part of electrical transmission lines, which is inconsistent with the proposed tower. The final filter was the exclusion of towers located on commercial or industrial properties. The following chart provides a summary of the comparable towers studied in the area.

Tower Summary			
Tower Type	Year Built	Address	Tower Height
Monopole	1997	7814 Woodpark Dr.	216
Monopole	2015	3929 Johnson Street	165
Monopole	NA	Off Penny Road	200
Monopole	NA	1141 Enterprise Drive	193
Lattice	NA	Off Johnson St	193



The first tower located on Woodpark Drive provided some data for surrounding properties. The monopole tower is larger than the proposed tower. The surrounding developments are townhomes that provide adequate quantity of data to develop an opinion of whether this tower influences value. The townhomes in the development have varying levels of visual influence from the tower. The sales highlighted in yellow have

the highest level of visual influence from the tower as the tower is located in view of their front door.

Castle Pines at Hickwood Townhomes								
ID	Address	Size SF	Bedrooms	Bathrooms	Sale Price	Price/Sq. Ft.	Sale Date	Deed Book Page
196643	7836 WOODPARK DR	1,264	3	2	\$100,000	\$79.11	7/5/2018	8065-0590
196633	7820 WOODPARK DR	1,266	3	2	\$137,000	\$108.21	7/27/2016	7837-2933
196634	7822 WOODPARK DR	1,266	3	2	\$122,000	\$96.37	5/28/2015	7704-3038
196637	7828 WOODPARK DR	1,266	3	2	\$114,000	\$90.05	8/22/2014	7626-0825
196644	7846 WOODPARK DR	1,264	3	2	\$135,000	\$106.80	10/5/2017	7982-1602
196645	7844 WOODPARK DR	1,152	2	2	\$98,000	\$85.07	7/23/2014	7617-0256
196645	7844 WOODPARK DR	1,152	2	2	\$104,500	\$90.71	8/12/2016	7844-0746
196652	7871 WOODPARK DR	1,264	3	2	\$115,000	\$90.98	10/14/2014	7641-1701
196656	7859 WOODPARK DR	1,264	3	2	\$125,000	\$98.89	4/13/2017	7923-1098
196658	7855 WOODPARK DR	1,264	3	2	\$106,000	\$83.86	5/14/2015	7700-2575

While this market data is for townhomes that inherently have less privacy than detached dwellings, the sales directly across the street from the tower, shown in yellow, do not show any influence from the tower. In fact, the sale across the street is the highest sale found within the past several years. This data provides no evidence of influence on prices paid based on the visual influence from the tower.

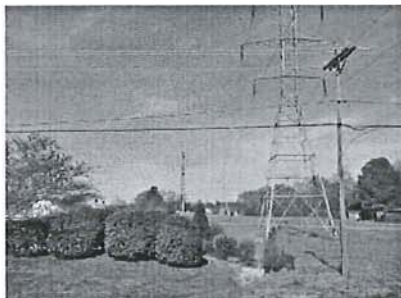




This tower was selected for comparison despite its lattice construction, which poses a higher level of visual impact than the proposed monopole. The tower was constructed in 2015; however, under the premise of a knowledgeable buyer, the sales should reflect the impact of the tower. The only sale with a high level of visual influence is highlighted in yellow.

Meadow Creek West										
ID	Address	Year Built	Size SF	Bedrooms	Bathrooms	Style	Sale Price	Price/SF	Sale Date	Deed Book Page
212515	4374 KELSO DR	2003	3,345	3	2.5	2 Story	\$235,000	\$70.25	3/31/2017	7919-0195
212518	4293 KELSO DR	2005	2,000	4	2.5	2 Story	\$185,500	\$92.75	8/29/2014	7629-0947
212520	4373 KELSO DR	2002	2,695	3	2.5	2 Story	\$190,000	\$70.50	8/22/2016	7847-1010
212524	4512 GARDEN CLUB ST	2003	1,782	3	2	1 Story	\$171,000	\$95.96	11/21/2016	7878-1020
212527	4505 GARDEN CLUB ST	2003	2,651	3	2.5	2 Story	\$167,000	\$63.00	3/24/2015	7685-1156
212534	4464 GARDEN CLUB ST	2003	2,328	4	2.5	2 Story	\$205,000	\$88.06	2/26/2018	8023-2557
212536	4479 GARDEN CLUB ST	2003	2,182	4	2.5	2 Story	\$184,000	\$84.33	5/12/2017	7932-2934
212537	4475 GARDEN CLUB ST	2003	1,798	3	2	1 Story	\$169,000	\$93.99	3/30/2017	7918-0976
212540	4469 GARDEN CLUB ST	2003	2,025	4	2.5	2 Story	\$178,500	\$88.15	8/30/2017	7969-2938
212542	4461 GARDEN CLUB ST	2003	2,248	3	2.5	2 Story	\$170,000	\$75.62	7/21/2014	7616-1308
212545	4453 GARDEN CLUB ST	2004	3,378	5	3	2 Story	\$235,000	\$69.57	8/3/2017	7961-0615
212558	4448 GARDEN CLUB ST	2003	2,506	3	2.5	2 Story	\$222,500	\$88.79	10/20/2017	7987-1012

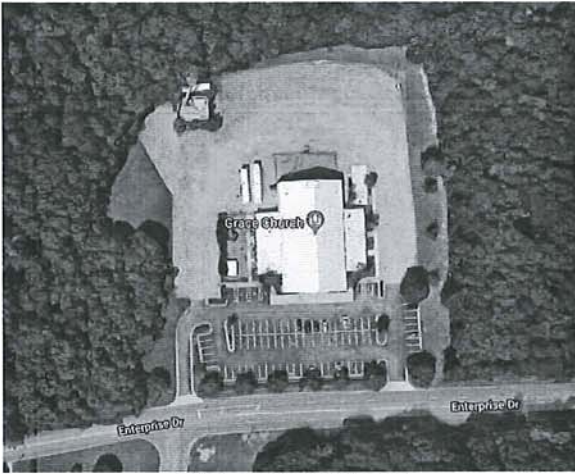
Despite consideration of adjustments to the data set for a variety of physical and market variances, the single family dwelling with the highest level of visual impact from the tower lies within the range of the data set presented. This analysis indicates that the visual impact of this tower, which is significantly higher than the proposed development, does not substantially impact property values.



The third tower considered in the analysis is adjacent to the Eagle Glen development off Penny Road. However, upon visiting this property, we discovered that there are electrical transmission lines including iron maidens that are in proximity to the tower. Therefore, any analysis of market data could not isolate the influence of the tower.

The last two towers presented in the previous chart were selected as they are located on properties improved with churches. These towers are presented as they are reflective of cell tower developments in the area. While there was no empirical data around these two properties, the fact that the subject presents a similar location is reflective of the

consistency of the proposed development with other cell towers in the area.



GRACES CHURCH



TABERNACLE BAPTIST CHURCH

Other Considerations

Other potential impacts to the surrounding area include noise, traffic and lighting. The operation of a cell tower is essentially silent and would not influence the surrounding developments. The additional traffic caused by the proposed development includes two to three trips a month for routine maintenance. Any increases in traffic are considered nominal and does not impact the abutting properties.

Conclusions

The market activity around cell towers indicates that the visual impact of the proposed tower is not reflected in the prices paid. In other words, if I were to appraise any of the abutting properties of the proposed development, the market data does not support and adjustments for the visual impact of the tower. Therefore, I conclude that the proposed development of a cell tower will not substantially injure the value of abutting properties.

Subject Neighborhood

In addition to the market activity for existing towers, we also consider the surrounding developments for the subject. The question posed for this study is "would the development of the telecommunications support structure warrant a downward neighborhood properties?" The information from the previous analysis indicates that there is no empirical evidence to support a quantitative adjustment. The following analysis is

intended to determine whether a qualitative adjustment is warranted.

When considering qualitative adjustments in an appraisal, the appraiser must consider all factors that could contribute to an adjustment. The aesthetics and location of the proposed development as well as the existing developments are a factor in developing our opinion. The factors considered in developing our opinion include but are not necessarily limited to:

- The market has not shown a detrimental impact on development patterns in areas with visual influence from a tower.
- The existing infrastructure includes above ground electrical transmission lines that pose a higher level of visual impact than the proposed tower despite its proposed height.
- The proposed development is located within the existing tree line that will screen a significant portion of the tower in all directions.
- Many of the adjacent or abutting properties include visual impact from existing infrastructure.
- The church represents the most intensive development in the area and generates higher levels of traffic and aesthetic influence than the proposed tower.
- The road widening project will pose a significantly higher level of influence on development patterns along the corridor than the proposed tower.

A previous study performed in Matthews, North Carolina indicates that institutional properties and properties surrounding these properties are common sites for cell tower development. Previous experience reflects the demand for additional capacity for areas that attract large numbers of

users. The proposed tower is adjacent to a church that is consistent with the development of numerous towers throughout North Carolina including High Point.

All of these factors would contribute to the aesthetic appeal and a hypothetical valuation of properties in the neighborhood. The multitude of factors would indicate that multicollinearity for aesthetics exists along the Skeet Club Road corridor. Multicollinearity arises when multiple items correlate with each other. The multiple factors can cause a distortion of the impact of any of the factors individually without consideration for all of the factors that contribute to the common issue.

The following provides a summary of our conclusions regarding the items for a special use permit. We reiterate these items for reference purposes.

1. Will not materially endanger the public health or safety if located where proposed;
2. Complies with all required standards, conditions, and specifications of this Ordinance, including Chapter 4: Uses;
3. Will not substantially injure the value of the abutting land, or the special use is a public necessity;
4. Will be in harmony with the area in which it is to be located; and
5. Is in general conformity with the City's adopted policy guidance.

Item 3

Cell towers are essentially silent and the existing traffic for the school would indicate that the incremental increase in traffic would not interfere with the use and enjoyment of properties in the area. Based on the market data presented and the siting of the proposed tower, we conclude that the proposed tower will not substantially diminish or impair properties in the neighborhood. The proposed location is consistent with other developments in the High Point area.

Item 4

We conclude that the proposed development will be in harmony with the area. The development of the area includes above ground infrastructure, which is typical for well-traveled corridors. Further, the adjacent church includes lighting and other improvements that pose a significantly higher impact on surrounding properties than the proposed tower.

Again, based on studies performed in areas with similar development patterns, we conclude that the proposed development will not substantially injure the value of abutting land. In fact, the market shows no empirical evidence that an adjustment for a cell tower is warranted or credible.

Therefore, it is our opinion that the proposed development in accordance with the proposed conditions will not substantially injure the value of neighborhood properties. We recognize that the aesthetics of the area certainly contribute to the overall appeal, the proposed development has siting and existing buffers to minimize to the extent possible the visual impact of the proposed tower. It is my opinion that the proposed development will not substantially detract from the aesthetics or character of the neighborhood because of its location and existing above ground infrastructure and location adjacent to a site improved with a church.



Michael P. Berkowitz

ADDENDA

Certifications

CERTIFICATION OF THE ANALYST

I, Michael P. Berkowitz, certify that, to the best of my knowledge and belief,

1. The statements of fact contained in this report are true and correct.
2. The reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions and are my personal, impartial, and unbiased professional analyses, opinions, and conclusions.
3. I have no present or prospective interest in the property that is the subject of this report and no personal interest with respect to the parties involved.
4. I have performed no services, as an appraiser or in any other capacity, regarding the property that is the subject of this report within the three-year period immediately preceding acceptance of this assignment.
5. I have no bias with respect to the property that is the subject of this report or to the parties involved with this assignment.
6. My engagement in this assignment was not contingent upon developing or reporting predetermined results.
7. My compensation for completing this assignment is not contingent upon the development or reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this study.
8. The reported analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the *Uniform Standards of Professional Appraisal Practice*.
9. The use of this report is subject to the requirements of the Appraisal Institute relating to review by its duly authorized representatives.
10. I have made a personal inspection of the property that is the subject of this report.
11. No one provided significant real property appraisal assistance to the person(s) signing this certification other than those individuals having signed the attached report.



A handwritten signature in black ink, appearing to read "Michael P. Berkowitz".

Michael P. Berkowitz

(NC State Certified General Real Estate Appraiser #A6169)

(SC State Certified General Real Estate Appraiser #CG6277)

October 18, 2018

Date

(Rev: 06/18/12)

ASSUMPTIONS AND LIMITING CONDITIONS

ASSUMPTIONS AND LIMITING CONDITIONS

Limit of Liability

The liability of MPB REAL ESTATE, LLC and employees is limited to the client only and to the fee actually received by our firm. Further, there is no accountability, obligation, or liability to any third party. If this report is placed in the hands of anyone other than client, the client shall make such party aware of all limiting conditions and assumptions of the assignment and related discussions. Further, client will forever indemnify and hold MPB REAL ESTATE, LLC, its officers, and employees harmless from any claims by third parties related in any way to the appraisal or study which is the subject of the report. Third parties shall include limited partners of client if client is a partnership and stockholders of client if client is a corporation, and all lenders, tenants, past owners, successors, assigns, transferees, and spouses of client. MPB REAL ESTATE, LLC will not be responsible for any costs incurred to discover or correct any deficiencies of any type present in the property, physically, financially, and/or legally.

Copies, Distribution, Use of Report

Possession of this report or any copy of this report does not carry with it the right of publication, nor may it be used for other than its intended use; the physical report remains the property of MPB REAL ESTATE, LLC for the use of the client, the fee being for the analytical services only.

The bylaws and regulations of the Appraisal Institute require each member and candidate to control the use and distribution of each report signed by such member or candidate; except, however, the client may distribute copies of this report in its entirety to such third parties as he may select; however, selected portions of this report shall not be given to third parties without the prior written consent of the signatories of this report. Neither all nor any part of this report shall be disseminated to the general public by the use of advertising media, public relations, news, sales or other media for public communication without the prior written consent of MPB REAL ESTATE, LLC.

Confidentiality

This report is to be used only in its entirety and no part is to be used without the whole report. All conclusions and opinions concerning the analysis as set forth in the report were prepared by MPB REAL ESTATE, LLC whose signatures appear on the report. No change of any item in the report shall be made by anyone other than MPB REAL ESTATE, LLC. MPB REAL ESTATE, LLC shall have no responsibility if any such unauthorized change is made.

MPB REAL ESTATE, LLC may not divulge the material contents of the report, analytical findings or conclusions, or give a copy of the report to anyone other than the client or his designee as specified in writing except as may be required by the Appraisal Institute as they may request in confidence for ethics enforcement, or by a court of law or body with the power of subpoena.

Trade Secrets

This report was obtained from MPB REAL ESTATE, LLC and consists of "trade secrets and commercial or financial information" which is privileged and confidential and exempted from disclosure under 5 U.S.C. 552 (b) (4) of the Uniform Commercial Code. MPB REAL ESTATE, LLC shall be notified of any request to reproduce this report in whole or in part.

Information Used

No responsibility is assumed for accuracy of information furnished by or work of others, the client, his designee, or public records. We are not liable for such information or the work of subcontractors. The comparable data relied upon in this report has been confirmed with one or more parties familiar with the transaction or from affidavit or other sources thought reasonable; all are considered appropriate for inclusion to the best of our factual judgment and knowledge. An impractical and uneconomic expenditure of time would be required in attempting to furnish unimpeachable verification in all instances, particularly as to engineering and market-related information. It is suggested that the client consider independent verification as a prerequisite to any transaction involving sale, lease, or other significant commitment of funds for the subject property.

Financial Information

Our value opinion(s) have been based on unaudited financials, and other data provided to us by management and/or owners. If these reports are found to be inaccurate, we reserve the right to revise our value opinion(s). It is noted we are depending on these accounting statements as being accurate and our interpretation of these statements as being accurate as well. If these assumptions later prove to be false, we reserve the right to amend our opinions of value.

Testimony, Consultation, Completion of Contract for Report Services

The contract for report, consultation, or analytical service is fulfilled and the total fee payable upon completion of the report, unless otherwise specified. MPB REAL ESTATE, LLC or those assisting in preparation of the report will not be asked or required to give testimony in court or hearing because of having made the report, in full or in part, nor engage in post report consultation with client or third parties except under separate and special arrangement and at an additional fee. If testimony or deposition is required because of any subpoena, the client shall be responsible for any additional time, fees, and charges, regardless of issuing party.

Exhibits

The illustrations and maps in this report are included to assist the reader in visualizing the property and are not necessarily to scale. Various photographs, if any, are included for the same purpose as of the date of the photographs. Site plans are not surveys unless so designated.

Legal, Engineering, Financial, Structural or Mechanical Nature, Hidden Components, Soil

No responsibility is assumed for matters legal in character or nature, nor matters of survey, nor of any architectural, structural, mechanical, or engineering nature. No opinion is rendered as to the title, which is presumed to be good and marketable. The property is appraised as if free and clear, unless otherwise stated in particular parts of the report. The legal description is assumed to be correct as used in this report as furnished by the client, his designee, or as derived by MPB REAL ESTATE, LLC.

MPB REAL ESTATE, LLC has inspected as far as possible, by observation, the land and the improvements; however, it was not possible to personally observe conditions beneath the soil, or hidden structural, mechanical or other components, and MPB REAL ESTATE, LLC shall not be responsible for defects in the property which may be related.

The report is based on there being no hidden, unapparent, or apparent conditions of the property site, subsoil or structures or toxic materials which would render it more or less valuable. No

responsibility is assumed for any such conditions or for any expertise or engineering to discover them. All mechanical components are assumed to be in operable condition and status standard for properties of the subject type. Conditions of heating, cooling, ventilation, electrical, and plumbing equipment are considered to be commensurate with the condition of the balance of the improvements unless otherwise stated. We are not experts in this area, and it is recommended, if appropriate, the client obtain an inspection of this equipment by a qualified professional.

If MPB REAL ESTATE, LLC has not been supplied with a termite inspection, survey or occupancy permit, no responsibility or representation is assumed or made for any costs associated with obtaining same or for any deficiencies discovered before or after they are obtained. No representation or warranties are made concerning obtaining the above mentioned items.

MPB REAL ESTATE, LLC assumes no responsibility for any costs or consequences arising due to the need, or the lack of need, for flood hazard insurance. An agent for The Federal Flood Insurance Program should be contacted to determine the actual need for Flood Hazard Insurance.

Legality of Use

The report is based on the premise that there is full compliance with all applicable federal, state and local environmental regulations and laws unless otherwise stated in the report; further, that all applicable zoning, building and use regulations, and restrictions of all types have been complied with unless otherwise stated in the report. Further, it is assumed that all required licenses, consents, permits, or other legislative or administrative authority, local, state, federal and/or private entity or organization have been or may be obtained or renewed for any use considered in the value estimate.

Component Values

The distribution of the total valuation in this report between land and improvements applies only under the existing program of utilization. The separate valuations for land and building must not be used in conjunction with any other report and are invalid if so used.

Auxiliary and Related Studies

No environmental or impact studies, special market study or analysis, highest and best use analysis, study or feasibility study has been required or made unless otherwise specified in an agreement for services or in the report.

Dollar Values, Purchasing Power

The market value estimated and the costs used are as of the date of the estimate of value, unless otherwise indicated. All dollar amounts are based on the purchasing power and price of the dollar as of the date of the value estimate.

Inclusions

Furnishings and equipment or personal property or business operations, except as specifically indicated and typically considered as a part of real estate, have been disregarded with only the real estate being considered in the value estimate, unless otherwise stated. In some property types, business and real estate interests and values are combined.

Proposed Improvements, Special Value

Improvements proposed, if any, onsite or offsite, as well as any repairs required, are considered for purposes of this report to be completed in a timely, good and workmanlike manner, according to information submitted and/or considered by MPB REAL ESTATE, LLC. In cases of proposed construction, the report is subject to change upon inspection of property after construction is completed.

Value Change, Dynamic Market, Influences, Alteration of Estimate

The estimated value, which is defined in the report, is subject to change with market changes over time. Value is highly related to exposure, time, promotional effort, terms, motivation, and conditions surrounding the offering. The value estimate considers the productivity and relative attractiveness of the property physically and economically in the marketplace.

In cases of reports involving the capitalization of income benefits, the estimate of market value or investment value or value in use is a reflection of such benefits and MPB REAL ESTATE, LLC' interpretation of income and yields and other factors derived from general and specific client and market information. Such estimates are as of the date of the estimate of value; thus, they are subject to change as the market and value is naturally dynamic.

The "estimate of market value" in the report is not based in whole or in part upon the race, color, or national origin of the present owners or occupants of the properties in the vicinity of the property appraised.

Report and Value Estimate

Report and value estimate are subject to change if physical or legal entity or financing differ from that envisioned in this report.

Management of the Property

It is assumed that the property which is the subject of this report will be under prudent and competent ownership and management.

Hazardous Materials

Unless otherwise stated in this report, the existence of hazardous substances, including without limitation, asbestos, polychlorinated biphenyls, petroleum leakage, or agricultural chemicals, which may or may not be present on the property, or other environmental conditions, were not called to the attention of nor did MPB REAL ESTATE, LLC become aware of such during their inspection. MPB REAL ESTATE, LLC had no knowledge of the existence of such materials on or in the property unless otherwise stated. MPB REAL ESTATE, LLC, however, is not qualified to test such substances or conditions. If the presence of such substances such as asbestos, urea formaldehyde foam insulation, or other hazardous substances or environmental conditions, may affect the value of the property, the value estimate is predicated on the assumption that there is no such condition on or in the property or in the proximity that it would cause a loss in value. No responsibility is assumed for any such conditions, nor for any expertise or engineering knowledge required to discover them.

Soil and Subsoil Conditions

Unless otherwise stated in this report, MPB REAL ESTATE, LLC does not warrant the soil or subsoil conditions for toxic or hazardous waste materials. Where any suspected materials might

be present, we have indicated in the report; however, MPB REAL ESTATE, LLC are not experts in this field and recommend appropriate engineering studies to monitor the presence or absence of these materials.

Americans with Disabilities Act (ADA)

“MPB REAL ESTATE, LLC has not made a specific compliance survey and analysis of this property to determine whether or not it is in conformity with the various detailed requirements of the Americans with Disabilities Act (ADA), which became effective January 26, 1992. It is possible that a compliance survey of the property together with a detailed analysis of the requirements of the ADA could reveal that the property is not in compliance with one or more of the requirements of the Act. If so, this fact could have a negative effect upon the value of the property. Since MPB REAL ESTATE, LLC has no direct evidence relating to this issue, we did not consider possible non-compliance with the requirements of ADA in estimating the value of the property.”

Qualifications of the Analyst

QUALIFICATIONS OF THE ANALYST***Michael P. Berkowitz***

MPB Real Estate, LLC, Inc.
 1430 South Mint Street, Suite 102
 Charlotte, North Carolina 28203
 (704) 334-4686
 FAX (704) 334-2759

EDUCATION AND CREDENTIALS

- **Duke University**
Major: Economics 1985-1989
- **Central Piedmont Community College**
 - R-1 - Introduction to Real Estate Appraisal, 2002
 - R-2 - Valuation Principles and Procedures, 2002
 - R-3 - Applied Residential Property Valuation, 2002
 - G-1 - Introduction to Income Property Appraisal, 2003
- **Bob Ipock and Associates**
 - G-2 - Advanced Income Capitalization Procedures, 2003
 - G-3 - Applied Property Income Valuation 2004
- **Appraisal Institute**
 - 520 Highest and Best Use and Market Analysis, 2004
 - Seminar Rates, Multipliers and Ratios 2005
 - 530 Advanced Sales Comparison and Cost Approaches 2006
 - Seminar Apartment Appraisal, Concepts & Applications 2009
 - Seminar Appraising Distresses Commercial Real Estate 2009
 - Seminar Appraising Convenience Stores 2011
 - Seminar Analyzing Operating Expenses 2011

AFFILIATIONS AND ACTIVITIES

- **Association Memberships**
North Carolina State Certified General Real Estate Appraiser, October 2006, Certificate No. A6169

RELATED EXPERIENCE

- Provided real estate consulting services for a variety of clients including real estate brokers, property owners and financial planners
- Performed financial feasibility studies for multiple property types including golf communities, and renovation projects.
- Developed plan for self-contained communities.
- Race Track expertise

APPRAISAL EXPERIENCE

A partial list of types of properties appraised include:
Retail Properties, Single and Multi-Tenant, Proposed and Existing
Office Single and Multi-Tenant Proposed and Existing
Mixed-Use Properties, Proposed and Existing
Industrial Properties, Warehouse, Flex and Manufacturing
Vacant Land
Condemnation
C-Stores
Race Tracks

CLIENTELE

Bank of America
Transylvania County
Cabarrus County
Mecklenburg County
City of Statesville
NC Department of Transportation
Henry County, GA
Town of Loudon, NH
First Citizens Bank
City of Charlotte
City of Concord
Union County
BB & T
Aegon USA Realty Advisors
Sun Trust Bank
First Charter Bank
Regions Bank
Charlotte Housing Authority
Alliance Bank and Trust
Broadway Bank
Duke Energy Corporation
Jim R. Funderburk, PLLC
Hamilton, Fay, Moon, Stephens, Steele & Martin
Senator Marshall A. Rauch
Perry, Bundy, Plyler & Long, LLP
Robinson, Bradshaw & Hinson
CSX Real Property
Baucom, Clayton, Burton, Morgan & Wood, PA
City of Mount Holly
Our Towns Habitat for Humanity
Parker, Poe, Adams & Bernstein, LLP
Central Carolina Bank
Southern Community Bank and Trust

EXHIBIT G

139ft. Balloon Test



verizon✓

SILVER FOX

1520 Skeet Club Road, High Point, NC 27265

**139ft. MONOPOLE
SIMULATION**

View from church parking lot
approximately 480ft. east of site

139ft. Balloon Test



verizon✓

SILVER FOX

1520 Skeet Club Road, High Point, NC 27265

**139ft. MONOPOLE
SIMULATION**

View from Skeet Club Road
approx. 780ft. east-northeast of site

139ft. Balloon Test



verizon[✓]
SILVER FOX

1520 Skeet Club Road, High Point, NC 27265

**139ft. MONOPOLE
SIMULATION**

View from Skeet Club Road
approximately 600ft. northeast of site

139ft. Balloon Test



verizon✓

SILVER FOX

1520 Skeet Club Road, High Point, NC 27265

**139ft. MONOPOLE
SIMULATION**

View from Skeet Club Road
approx. 450ft. north-northwest of site

139ft. Balloon Test



verizon✓

SILVER FOX

1520 Skeet Club Road, High Point, NC 27265

**139ft. MONOPOLE
SIMULATION**

View from Deerfield Street
approximately 1,100ft. west of site



verizon✓

SILVER FOX

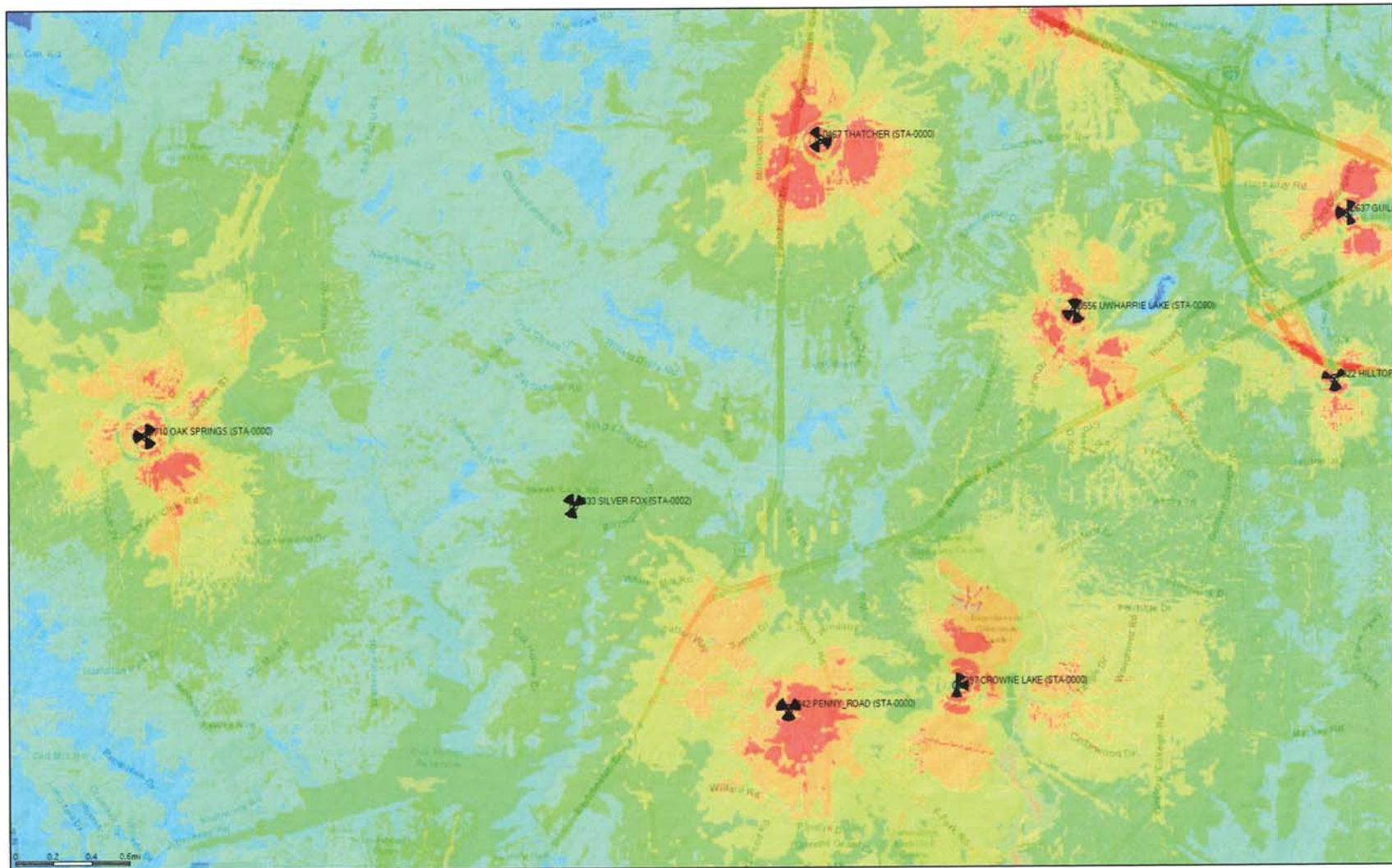
1520 Skeet Club Road, High Point, NC 27265

**139ft. MONOPOLE
SIMULATION**

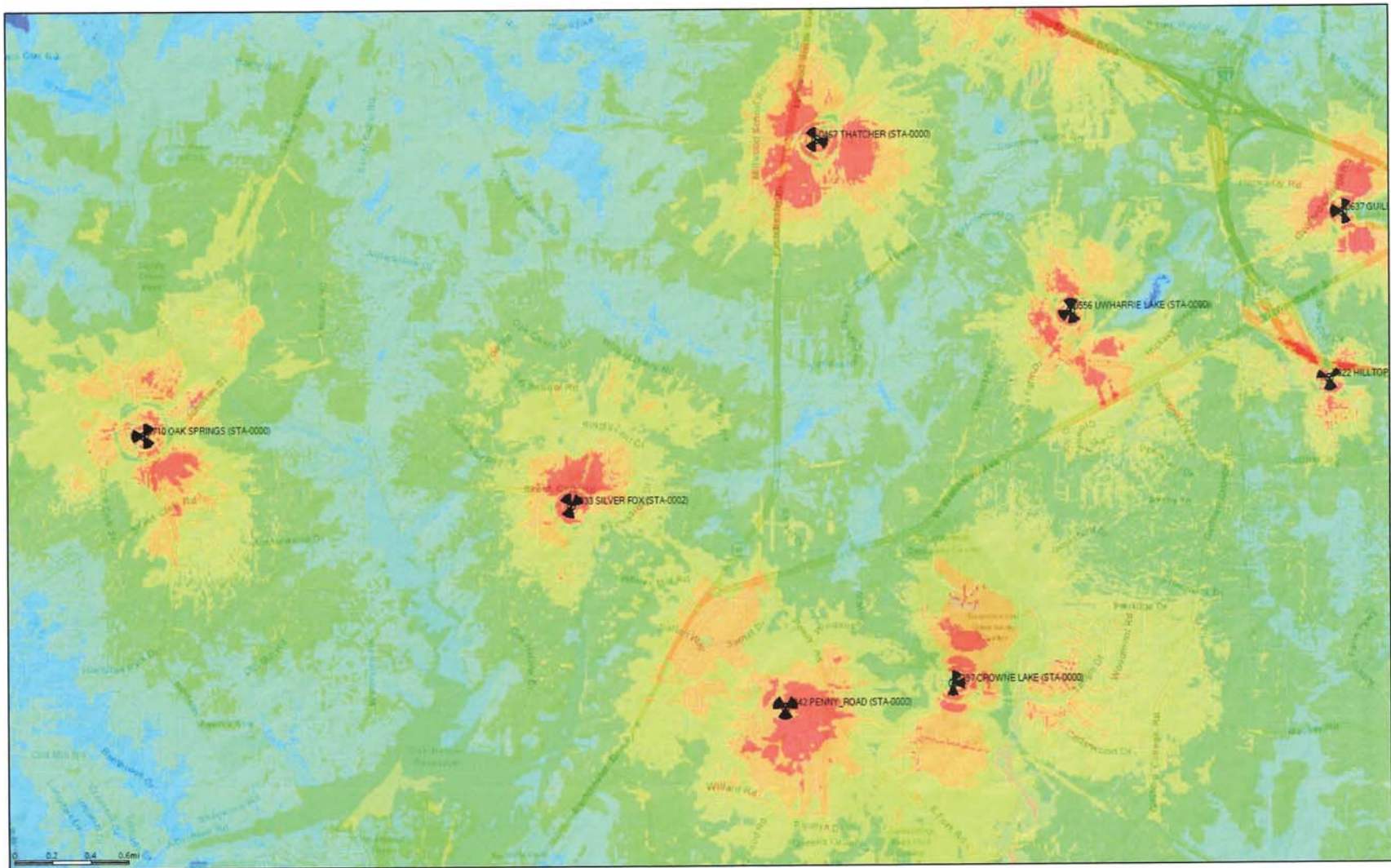
View from Whites Mill Road
approximately 2,050ft. south of site

EXHIBIT H

RSRP - Before



RSRP - After





November 30, 2018

To: Randy McCaslin, Deputy City Manager

From: Michael E. McNair, Director of Community Development & Housing

Subject: Code Enforcement Activity Report for November 2018

This report serves to summarize Code Enforcement activity for the month of November. During this period, staff processed 28 new minimum housing complaints; 22 new public nuisance complaints and collected 115 signs. Additionally:

- The backlog of minimum housing cases from the old system remains at one case from the initial backlog of 270 (June 2016).
- Local Code Enforcement Staff recorded 10 zoning complaints during the month.
- A total of 57 Public Nuisance cases were abated during the month.
- Demolition update:
 - o 7 waiting on asbestos abatement
 - o 5 waiting on demolition completion
 - o 4 waiting to begin the demolition process (asbestos inspection, abatement and demo)
 - o 13 houses have been demolished this fiscal year
- There were 523 total active cases:
 - o 299 minimum housing cases
 - o 124 public nuisance cases
 - o 100 zoning cases

Please see the attachments containing a table summarizing detailed activity and sample pictures.

Local Codes Enforcement Montly Activity						
		<u>Jul-18</u>	<u>Aug-18</u>	<u>Sep-18</u>	<u>Oct-18</u>	<u>Nov-18</u>
1. Minimum Housing						
	a. Minimum Housing Complaints	28	27	32	30	28
	b. Active Minimum Housing Cases	271	291*	310	283	299
	c. Active Backlog Cases (270 original)	1	1	1	1	1
	d. Cases Taken Before City Council					
	i. For Demolition	2	2	5	4	5
	e. City Demolished Houses	0	1	4	9	0
2. Public Nuisance						
	a. Public Nuisance Complaints (incl. unsecured dwellings)	130	180	157	92	22
	b. Active Public Nuisance Cases	195	271	279	146	124
	c. City abated PN Cases	56	41	37	56	30
	d. Owner abated PN Cases	94	65	100	140	27
3. Zoning						
	a. Zoning Complaints (Vehicles, Signs, Banners)	37	36	23	30	10
	b. Active Zoning Cases	142	166	88	91	100
	c. Signs collected	94	116	51	81	115
		TOTAL ACTIVE CASES - 523				
	*Correction to Aug 2018 Active Min Housing Cases					









AFTER





















CITY OF HIGH POINT
CODE ENFORCEMENT
VIOLATION NOTICE
This notice is to inform you that your property is in violation of the City of High Point Code of Ordinances, Chapter 16, Article 2, Section 16-201, which requires that all properties be maintained in a neat and tidy condition. The violation is based on the presence of tall grass and weeds on the property. You are hereby notified that you must take action to correct this violation within a reasonable time frame. If the violation is not corrected, the City of High Point may take action to enforce the code, which may include the removal of the vegetation at the owner's expense. For more information, please contact the City of High Point Code Enforcement Department at (704) 241-2200.







SPEED
LIMIT
25







NORTH CAROLINA'S INTERNATIONAL CITY™

PUBLIC COMMENT PERIOD

IF YOU'D LIKE TO ADDRESS THE HIGH POINT CITY COUNCIL, during the Public Comment Period regarding any item that is NOT a public hearing item on the Agenda, PLEASE SIGN IN

Date: December 3, 2018

(Please Print)

Name	Address (Residence) & E-mail address	Matter Speaking About
✓ Angela Roberson	1452 Cantwell Ct. HP 27265 roachroberson@yahoo	400 years of AA History
✓ Marshall Newsome	1217 Turney Ct, HP 27262 newsomen@aetna.com	Parks & Recreation Master Plan
Dennis Kathy Bunker	1140 Dilworth Crest Row.	Bunker Rezon
✓ Steve and Candice Greig	4024 Stillbrook Ln. HP	street lights
Donna Ammon	3914 North Main St High Point NC 27265	B.
Angela Olson	3914 North Main St	
✓ Phyllis Bridges		400 Yrs. of AA History Committee

Public Services Department

Terry L. Houk
Public Services Director



Public Services Department

- ❑ Largest City Department
 - ❑ 302 positions
 - ❑ 16 Divisions

Divisional Funding

- ❑ Water Sewer Enterprise Fund
 - ❑ Operational Administration
 - ❑ Ward Water Treatment
 - ❑ Eastside Wastewater Treatment
 - ❑ Westside Wastewater Treatment
 - ❑ Laboratory
 - ❑ Maintenance
 - ❑ Mains (Sewer Collection & Water Distribution)
 - ❑ Residuals

Divisional Funding

- ❑ General Fund
 - ❑ Public Works Administration
 - ❑ Street Maintenance
 - ❑ Cemeteries

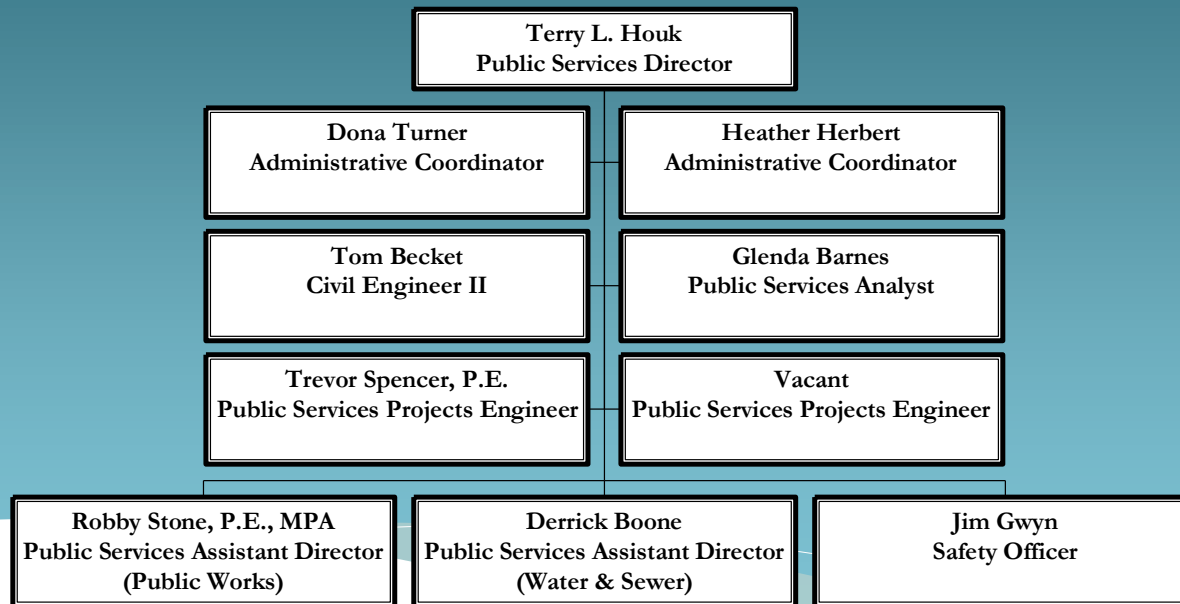
Divisional Funding

- Stormwater Enterprise

Divisional Funding

- ❑ Solid Waste Enterprise
 - ❑ Environmental Services
 - ❑ Kersey Valley Landfill
 - ❑ Ingleside Compost Facility
 - ❑ Materials Recovery Facility (MRF)

Public Services Department



Administration Area

Public Services Department

Derrick Boone
Public Services Assistant Director

Greg Hall
Water and Sewer Mains

Bill Frazier
Laboratory Services

Rick Riley
Maintenance Services

Wendell Pickett
Ward Water Filtration Plant

Lisa Joseph
Wastewater Plant Superintendent

Kevin Wood
Wastewater Plant Superintendent

Water-Sewer Divisions

Public Services Department

Robby Stone, P.E., MPA
Public Services Assistant Director

Chip Vanderzee
Environmental Services

Mike Spencer
Landfill & ICF Facilities

Melanie Bruton
Material Recovery Facility

Tyler Berrier, P.E.
Stormwater/Streets Manager

Ken Sult
Street Maintenance

Brad Embry
Cemeteries

Public Works Divisions

Public Services Department

- ❑ FY 2017 - 2018
 - ❑ Annual Operating Budget ~ \$44 Million
 - ❑ Capital Projects Budget ~ \$100 Million

Public Services Department

- ❑ Many Divisions Operate
 - ❑ 24 hours per day
 - ❑ 7 days per week

- ❑ Other Divisions Operate and Respond to On-Call Services after normal business hours

CITY OF HIGH POINT

AGENDA ITEM



Title: Comprehensive Master Plan – Parks and Recreation

From: Lee Tillery –Parks and Recreation Director

Meeting Date: December 3, 2018

Public Hearing: N/A

Advertising Date: N/A

Advertised By: N/A

Attachments: Proposed Master Plan:
Chapter 7 – Visions and Recommendations
Chapter 8 – Action and Implementation Plan

PURPOSE:

The purpose of the proposed Comprehensive Master Plan for the Parks and Recreation Department is to provide a guide and outline for the direction of the Department for the next ten years. The plan highlights recommendations in five different sections of our Department which includes parkland, facilities, programming, operations and maintenance and finances. The plan also highlights the positive economic impact of the Department. The entirety of the plan summarizes findings from the past year on demographics and trends, our Department inventory and analysis, community engagement and benchmarking. The final two chapters address plan vision and recommendations as well as the action and implementation plan.

BACKGROUND:

The City conducted an RFQ process in the fall of 2017 to agencies who could assist with the development of a 10 – Year Comprehensive Master Plan for the Parks and Recreation Department. The City contracted with McAdams, Inc from Durham, NC in January 2018 to assist with plan formation. The goal was to develop a plan that will guide the Department for the next ten years and provide a framework to include visions, strategies and recommendations for implementation. The plan was conducted from January until October of this year and included two public input meetings, a statistically valid public opinion survey, interaction with the Parks and Recreation Commission and staff input.

BUDGET IMPACT:

N/A

RECOMMENDATION / ACTION REQUESTED:

The Parks and Recreation Department recommends City Council adopt the Parks and Recreation Comprehensive Master Plan as approved and submitted by the Parks and Recreation Commission.

CITY OF HIGH POINT

AGENDA ITEM



Title: **Zoning Map Amendment 18-21**
(Nido & Mariana Qubein Children's Museum)

From: Lee Burnette, Planning & Development
Director

Meeting Date: December 3, 2018

Public Hearing: Yes

Advertising Date: November 21, 2018, and
November 28, 2018

Advertised By: Planning & Development

Attachments: A. Planning and Zoning Commission Recommendation
B. Staff Report
C. Zoning Ordinance

PURPOSE:

A request by the Nido & Mariana Qubein Children's Museum to rezone an approximate 0.17-acre parcel from the Single Family Residential-5 (R-5) District to a Conditional Zoning Office Institutional (CZ-OI) District. The site is lying along the south side of Montlieu Avenue, approximately 300 feet east of N. Hamilton Street.

BACKGROUND:

The staff report and the Planning & Zoning Commission's recommendation are enclosed.

BUDGET IMPACT:

There is no budget impact.

RECOMMENDATION / ACTION REQUESTED:

- A. Staff recommended **approval** of this request, as outlined in the attached staff report.
- B. On November 13, 2018, a public hearing was held before the Planning and Zoning Commission regarding Zoning Map Amendment 18-21. The Planning & Zoning Commission recommended **approval** of this request, as outlined in the staff report and recommended by staff, by a vote of 5-0.

PLANNING AND ZONING COMMISSION RECOMMENDATION

Nido & Mariana Qubein Children's Museum

Zoning Map Amendment 18-21

At its November 13, 2018 public hearing, the Planning and Zoning Commission reviewed a request to rezone an approximate 0.17-acre parcel to a Conditional Zoning Office Institutional (CZ-OI) District. All members of the Commission were present except for Ms. Angela McGill, Ms. Marie Stone, Mr. Andrew Putnam and Mr. Ray Wheatley. Mr. Herbert Shannon, Senior Planner, presented the case and recommended approval of the request as outlined in the staff report.

Speaking on the request:

Speaking in favor of the request was the applicant's representative, Mr. Barry Kitley, Director of Special Projects Facilities & Auxiliary Operations at High Point University. Mr. Kitley provided an overview of the proposed museum project and made himself available to address questions from the Commission.

Planning & Zoning Commission Action

Consistency & Reasonableness Statements

The request is consistent because limiting the allowable uses, in conjunction with standards of the Development Ordinance, will protect the adjacent residences. Furthermore, the request is reasonable because the proposed district provides a transition between more intense development propose to the west and the existing single family residences to the east.

The Planning & Zoning Commission adopted these statements by a vote of 5-0.

Zoning Map Amendment

The Commission recommended ***approval*** of Zoning Map Amendment 18-21, as recommended by staff, by a vote of 5-0.

**CITY OF HIGH POINT
PLANNING AND DEVELOPMENT DEPARTMENT**

**STAFF REPORT
ZONING MAP AMENDMENT 18-21
November 13, 2018**

Request	
Applicant: Nido & Mariana Qubein Children's Museum	Owner: Longleaf Pine Realty LLC
Zoning Proposal: To rezone a 0.17-acre parcel	From: R-5 Single Family Residential-5 District
	To: CZ-OI Conditional Zoning Office Institutional District

Site Information	
Location:	The site is lying along the south side of Montlieu Avenue, approximately 300 feet east of N. Hamilton Street.
Tax Parcel Number:	Guilford County Tax Parcel 189728
Site Acreage:	Approximately 0.17 acre
Current Land Use:	Undeveloped
Physical Characteristics:	Single family dwelling
Water and Sewer Proximity:	Both a 6-inch City water line and an 8-inch City sewer line lie adjacent to the site along Montlieu Avenue.
General Drainage and Watershed:	The site drains in a general easterly direction and development is subject to the City Lake General Watershed Area. Engineered storm water treatment measures are required for development with a total impervious surface area greater than 24% of the site, and for single family developments with a gross density of 2 units per acre or more.
Overlay District:	None

Adjacent Property Zoning and Current Land Use			
North:	R-5	Single Family Residential-5 District	Single family dwelling
South:	R-5	Single Family Residential-5 District	Cemetery
East:	R-5	Single Family Residential-5 District	Single family dwelling
West:	R-5	Single Family Residential-5 District	Undeveloped

Relevant Land Use Policies and Related Zoning History	
Community Growth Vision Statement:	Goal 4: Make Downtown High Point and its environs a vibrant, diverse and mixed-use environment. Obj. 4A: Expand the role of Downtown High Point and its environs as the community's cultural and institutional hub through a variety of public facilities. Obj. 4H: Create public spaces with a variety of scales, designs and functions, and couple them with uses that will help to activate them, such as civic uses, retail and housing.

Land Use Plan Map Classification:	The site has a Low-Density Residential land use designation. These areas include primarily single family detached dwellings on individual lots. Development densities in these areas shall not exceed five dwelling units per gross acre.
Land Use Plan Goals, Objectives & Policies:	The following goal and objectives of the Land Use Plan are relevant to this request: Goal #2: Encourage development that enhances and preserves established neighborhoods. Obj.#4. Protect the City's older, established neighborhoods, and promote their revitalization through needed infrastructure improvements and new residential investment. Obj. #9. Where feasible and appropriate, provide a transition in land uses between more and less intensive land uses.
Relevant Area Plan:	<u>Core City Plan</u> The plan identifies the site as being within the North Central Neighborhood. However, it abuts the North Main Mixed Use Corridor. The Mixed Use Corridor encourages alternative uses, including institutional ones, and encourages the development of public spaces.
Zoning History:	There has been no recent zoning activity in this area.

Transportation Information			
Adjacent Streets:	Name		Classification
	Montlieu Avenue		Major Thoroughfare
	Approx. Frontage		
	50 feet		
Vehicular Access:	Montlieu Avenue		
Traffic Counts: (Average Daily Trips)	Montlieu Avenue		3,200 ADDT (NCDOT 2015 traffic count)
Estimated Trip Generation:	Not applicable		
Traffic Impact Analysis (TIA):	Required		TIA Comments
	<u>Yes</u>	<u>No</u> X	Not applicable
Pedestrian Access:	Development of the site is subject to the sidewalk requirements of the Development Ordinance.		
Comments:	The City of High Point Transportation Director shall approve the exact location and design of all access points and improvements.		

School District Comment
Not applicable to this zoning case.

Details of Proposal
The applicant is requesting to rezone this parcel to a Conditional Zoning Office & Institutional (CZ-OI) District to allow a parking lot. The parking lot is associated with a proposed children's museum on the abutting property at the southeast corner of N. Hamilton Street and Montlieu Avenue. Included with this request is a Conditional Zoning Ordinance in which the applicant has offered conditions restricting the use of the site to commercial parking or a single family detached dwelling.

Staff Analysis

Section 2.4.5.(C) of the Development Ordinance states that the advisability of a conditional zoning is a matter committed to the legislative discretion of the City Council and is not controlled by any one factor. Based on the applicant's submittal and proposed conditions, as they existed on the date of this report, the Planning and Development Department offers the following comments relative to these ordinance considerations.

Review Factors:

Whether the applicant's proposed conditional zoning district, including the proposed use(s), written conditions, and conditional zoning plan (if applicable), will satisfactorily:

<u>Factor #1</u>	Result in a development that is compatible with surrounding development character and land uses; The subject site is located in a residential neighborhood lying at the edge of the North Main Mixed Use Corridor. The encroachment of non-residential uses into this neighborhood is not desirable in that it may facilitate a decline in housing conditions. To ensure compatibility with the adjacent residences, the applicant offered a condition to restrict the use of this property to a commercial parking surface lot or single family dwelling. This will ensure use of the property will be compatible with the adjacent residential neighborhood. However, any future expansion of non-residential uses eastward along the Montlieu Avenue corridor is not supported by the Core City Plan. Furthermore, the proposed commercial parking surface lot is an open use of land and it provides a transition or physical separation between the abutting single family homes to the east and the proposed structures on the abutting lot to the west.
<u>Factor #2</u>	Minimizes or effectively mitigates any identified adverse impact on adjacent and nearby land, such as that caused by traffic, parking, noise, lighting, trash, loading areas, etc.; Where a commercial parking surface lot abuts a residential use, the Development Ordinance requires a Type B perimeter landscape yard be installed. In the Core City Area, the Type B landscape yard is required to have an average width of 15 feet with the installation of at least 10 trees and 25 shrubs (50% evergreen) every 100 linear feet. This planting yard may be reduced to 12 feet in width with the installation of a 5-foot high opaque fence. The combination of the open land use (surface parking lot) and required landscaping will mitigate adverse impacts.
<u>Factor #3</u>	Minimizes or effectively mitigates any identified adverse environmental impact on water and air resources, minimizes land disturbance, preserves trees and protects habitat; The site is within the City Lake General Watershed Area, and as such, development is required to meet the watershed standards of the Development Ordinance.
<u>Factor #4</u>	Minimizes or effectively mitigates any identified adverse impact on municipal facilities and services, such as streets, potable water and wastewater facilities, parks, police and fire; and; The site is adequately served by City of High Point utilities and municipal services.

<u>Factor #5</u>	Minimizes or effectively mitigates any identified adverse effect on the use, enjoyment or value of adjacent lands.
	Limiting the use of the property along with landscaping and exterior lighting standards of the Development Ordinance, will mitigate adverse effects on adjacent residential property.

Changes in the Area:

There have been changes in the type or nature of development in the area of the proposed Conditional Zoning District that support the application.

There have been no changes in this area until recently (summer 2018) when multifamily and office structures near the intersection of N. Hamilton Street and Montlieu Avenue were razed to promote the redevelopment of this area.

Development Patterns:

The proposed Conditional Zoning District results in development that promotes a logical, preferred and orderly development pattern.

The zoning site was adjacent to (within 50 feet) a 2½ story multifamily development. The former multifamily structures fronted along N. Hamilton Street and its associated parking and access drive was to the rear along Montlieu Avenue. Conditions limiting use of the zoning site to a commercial parking surface lot or a single family dwelling is similar to the current development pattern.

Consistency with Adopted Policy Guidance:

Whether and the extent to which the proposed conditional zoning district is appropriate for its proposed location, and is consistent with the City's adopted policy guidance;

Limiting the allowable uses, in conjunction with standards of the Development Ordinance, will protect the adjacent residences.

Reasonableness/Public Interest:

Whether an approval of the Conditional Zoning District is reasonable and in the public interest.

The proposed district provides a transition between more intense development propose to the west and the single family residence to the east.

Recommendation

Staff Recommends Approval:

The Planning & Development Department recommends approval of the request to rezone this 0.17-acre parcel to the CZ-OI District.

Required Action

Planning and Zoning Commission:

The NC General Statutes require that the Planning and Zoning Commission place in the official record a statement of consistency with the City's adopted plans when making its recommendation. This may be accomplished by adopting the statements in the Staff Analysis section of this report or by adopting its own statement.

City Council:

The NC General Statutes require that the City Council also place in the official record a statement of consistency with the City's adopted plans, and explain why the action taken is considered to be reasonable and in the public interest when rendering its decision in this case. This may be accomplished by adopting the statements in the Staff Analysis section of this report or by adopting its own statement.

Report Preparation

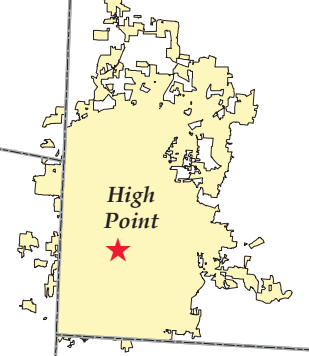
This report was prepared by Planning and Development Department staff member Herbert Shannon Jr. AICP, Senior Planner, and reviewed by Robert Robbins AICP, Development Services Administrator and G. Lee Burnette AICP, Director.

LOCATION MAP

ZONING MAP AMENDMENT: ZA-18-21

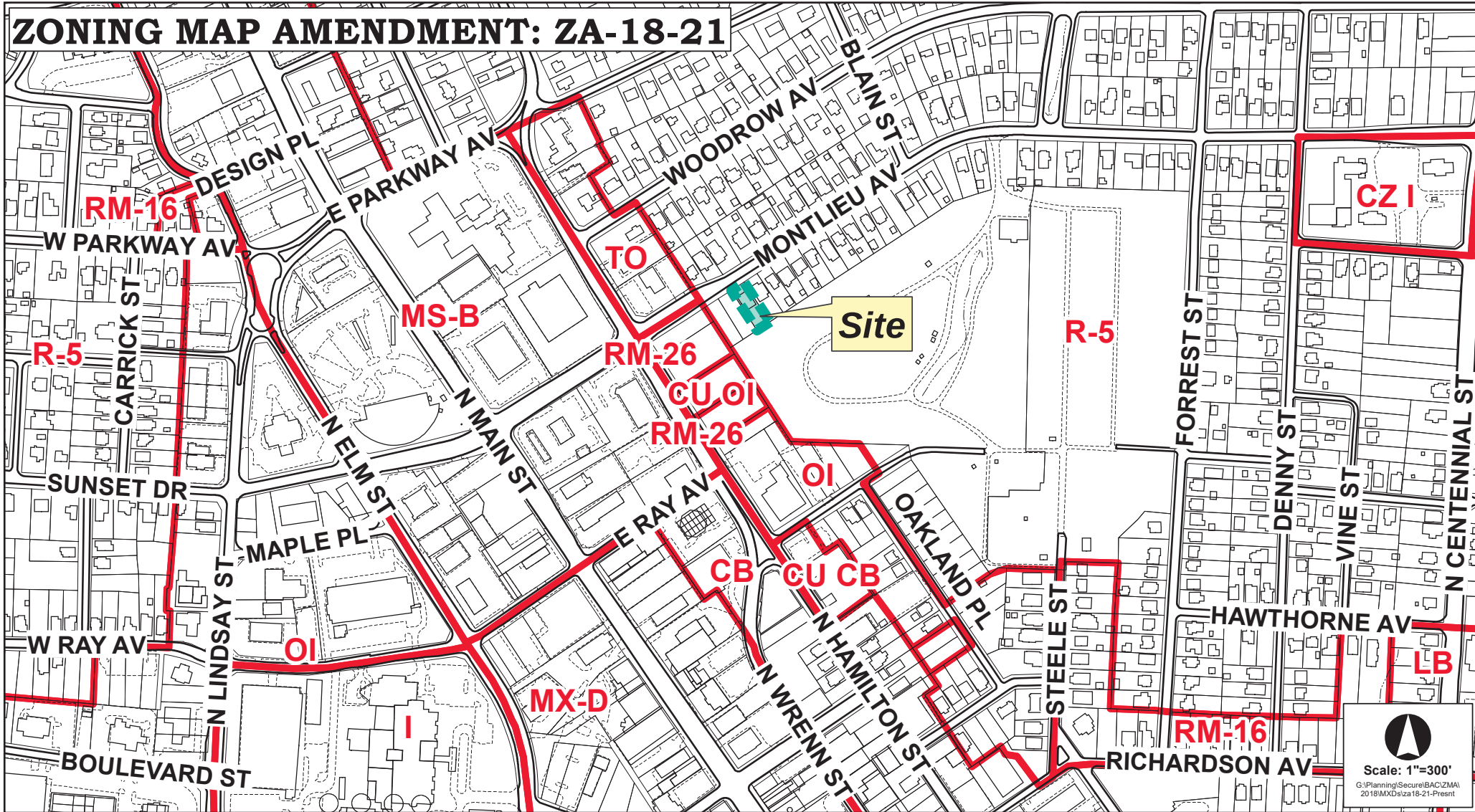
Applicant: High Point University

Vicinity Map

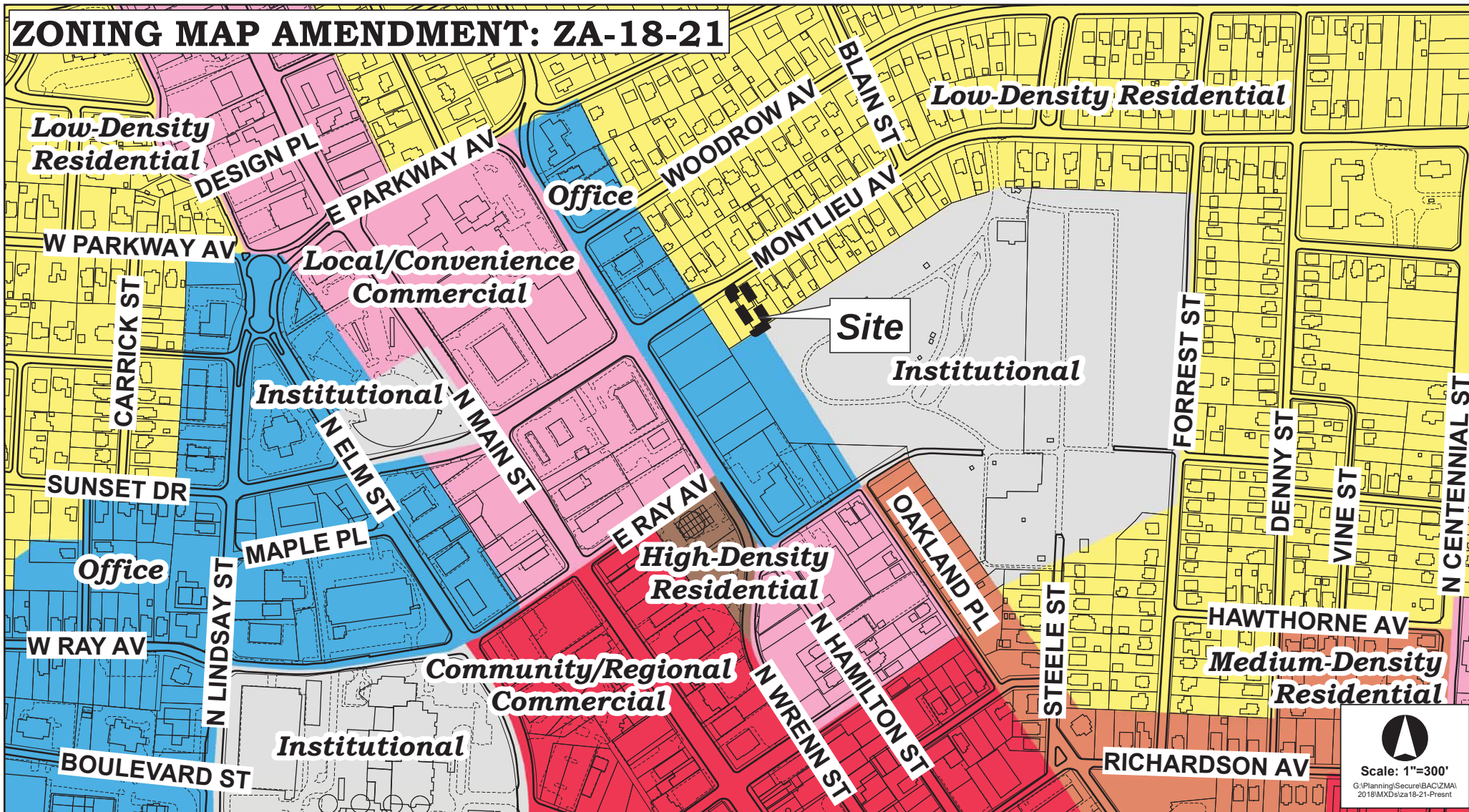


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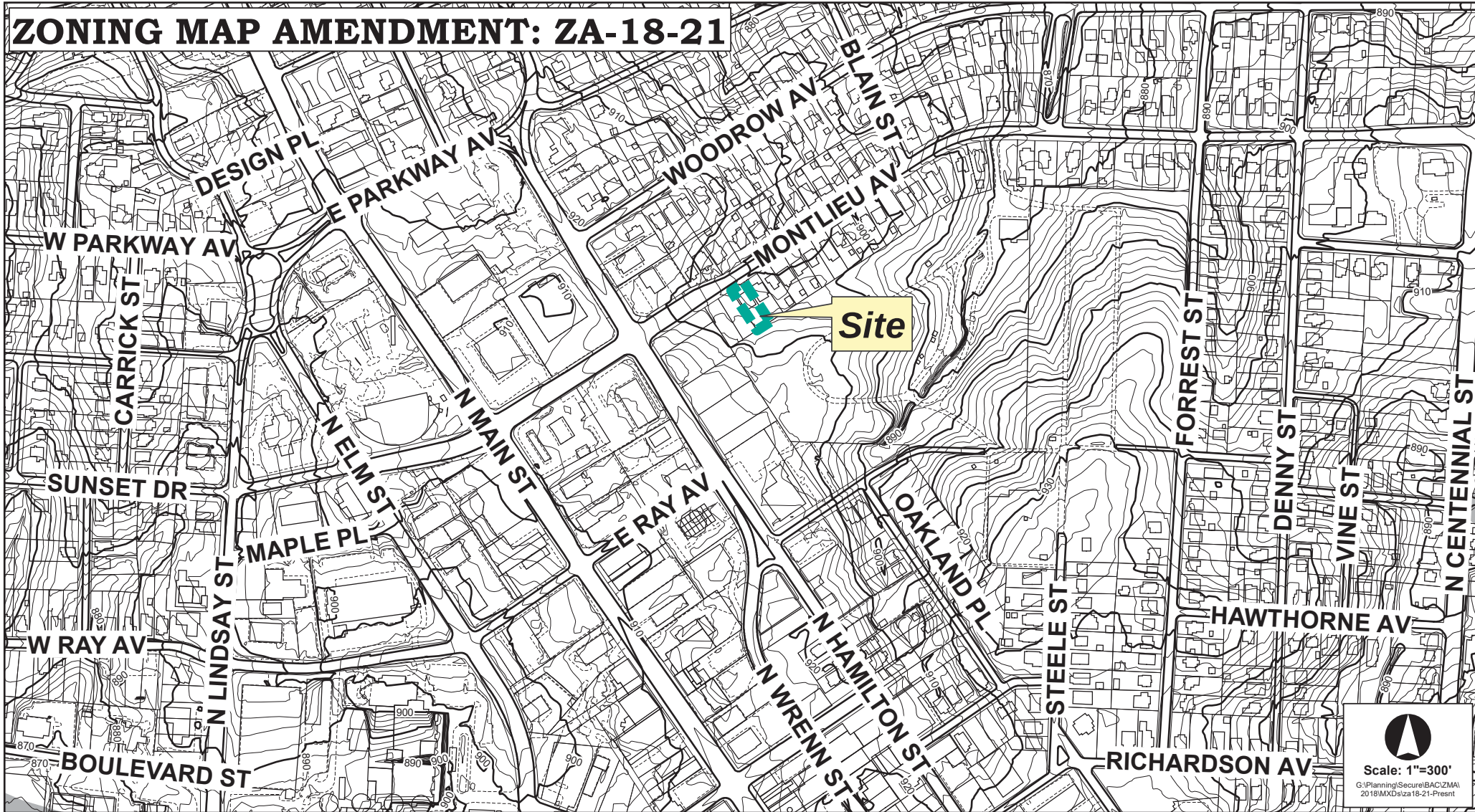
ZONING MAP AMENDMENT: ZA-18-21



ZONING MAP AMENDMENT: ZA-18-21



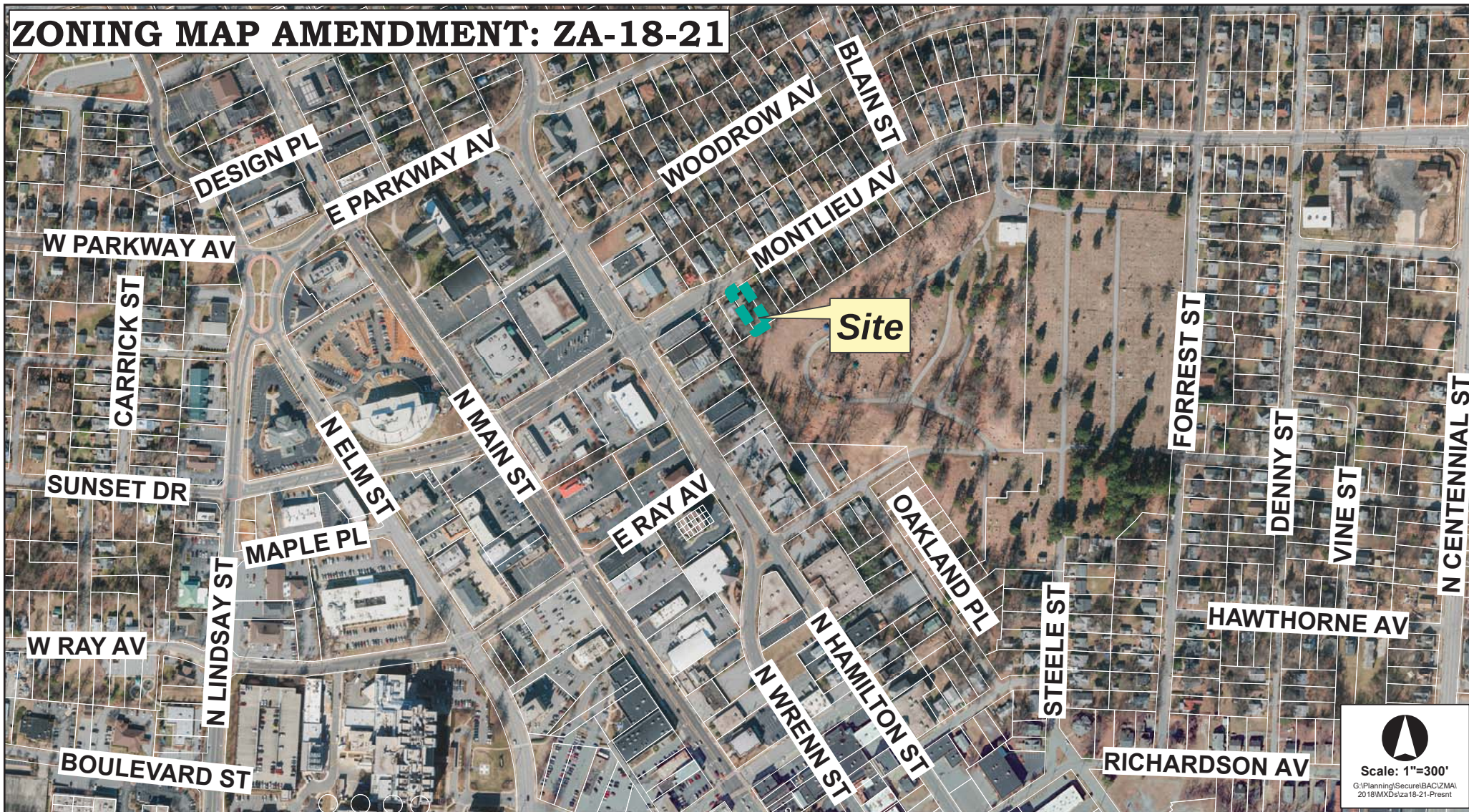
ZONING MAP AMENDMENT: ZA-18-21



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ZONING MAP AMENDMENT: ZA-18-21




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AN ORDINANCE AMENDING “THE CITY OF HIGH POINT, NORTH CAROLINA DEVELOPMENT ORDINANCE,” PURSUANT TO SECTION 2.4.19, ZONING MAP AMENDMENT, OF THE DEVELOPMENT ORDINANCE.

WHEREAS, the City Council of the City of High Point adopted “The City of High Point Development Ordinance” on May 16, 2016 with an effective date of January 1, 2017, and subsequently amended;

WHEREAS, public hearings were held before the Planning and Zoning Commission of the City of High Point on November 13, 2018 and before the City Council of the City of High Point on December 3, 2018 regarding **Zoning Map Amendment Case 18-21 (ZA-18-21)** a proposed amendment to the Official Zoning Map of the “City of High Point Development Ordinance”;

WHEREAS, notice of the public hearings were published in the High Point Enterprise on November 4, 2018, for the Planning and Zoning Commission public hearing and on November 21, 2018 and November 28, 2018, for the City Council public hearing pursuant to Chapter 160A-364 of the General Statutes of North Carolina; and

WHEREAS, the proposed amendment was adopted by the City Council of the City of High Point on **December 3, 2018**.

THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HIGH POINT:

SECTION 1

That the Official Zoning Map of the City of High Point be amended to establish the following described area as a: **Conditional Zoning Institutional (CZ-OI) District**. The property is approximately 0.17 and lying along the south side of Montlieu Avenue, approximately 300 feet east of N. Hamilton Street. The property is also known as Guilford County Tax Parcel 0189728.

SECTION 2

That the property herein described shall be perpetually bound by the following use(s) authorized and condition(s) imposed, unless subsequently changed or amended as provided for by the Development Ordinance.

Part I. **USES:**

Only a Single family detached dwelling use type or a Commercial Parking surface lot, as permitted in the Office Institutional (OI) District, shall be permitted subject to the standards of the Development Ordinance and the specific conditions listed in this ordinance.

Part II. **CONDITIONS:**

Transportation Conditions.

The City of High Point Transportation Director shall approve the exact location and design of all access points and improvements.

SECTION 3

That plans for any development on the property described herein shall be pursued in accordance with this conditional zoning district and shall be submitted to the City of High Point and other approval authorities for review in the same manner as other such plans that are required to be approved by the City of High Point.

SECTION 4

Should any section or provision of this ordinance be declared invalid, such decision shall not affect the validity of the remaining portions of this ordinance.

SECTION 5

That all ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 6.

This ordinance shall become effective upon the date of adoption.

____th day of XXXXXXXXXX xx, 20XX.

Lisa B. Vierling, City Clerk

SUMMARY OF CITIZENS INFORMATION MEETING
ZA-18-20 for 4.8 acres on N. Hamilton Street
ZA 18-21 for a 0.17 acre parcel at 212 Montlieu Avenue

A combined Citizens Information Meeting was held for Zoning Map Amendment 18-20 (ZA-18-20) and Zoning Map Amendment 18-21 (ZA-18-21). This meeting was held at 6:00pm on Monday, October 8, 2018 at the Roy. B Culler Jr. Senior Center. Notice for this meeting were mailed to surrounding property owners, within 300 feet, on September 27, 2018. There were 17 persons in attendance consisting of 8 adjacent residents, 5 members of the Children's Museum Foundation and 4 members of the City of High Point Planning & Development Department.

An overview of ZA-18-20 was provided by Mr. Lee Burnette, Planning Director. Mr. Barry Kitley, High Point University Director of Community Relations, provided an overview of ZA-18-21 and on the proposed children's museum project. Summary of questions are as follows:

- When will the museum project be completed?
Response: Mr. Kitley stated that a detailed project timeline has not been completed. At this time, they are proposing to conduct soil test on the property in November 2018 and they hope to start construction by the Spring/Summer of 2019.
- Residence at 214 Montlieu Avenue stated they have a shared driveway with 212 Montlieu Avenue (proposed parking lot for ZA-18-21). How will the parking lot impact the use of this shared driveway?
Response: Mr. Kitley stated that they have not completed the property survey, but this is an issue that will need to be addressed. Access will not be cut off to the residence at 214 Montlieu Avenue and a landscape buffer yard will be established between the parking lot and this abutting residence.
- Why do we need a new museum when the City already has a museum off E. Lexington Avenue?
Response: Mr. Kitley stated that the museum off E. Lexington Avenue focuses on the history of High Point and the surrounding area. This museum will cater to children in conjunction with High Point University School of Education. This museum will also be part of the catalysis project to spur development in the downtown area. There needs to be more than just the baseball stadium to spur year round activity in the downtown area.
- Why was this specific site chosen for a museum?
Response: Mr. Kitley stated that they attempted to find other property in this area; however, this was the only site they could find that was in their price range and large enough to house the size facility they are proposing.
- Is there any information on the possible widening of Montlieu Avenue and will the speed limit be reduced?
Response: Mr. Burnette stated that Montlieu Avenue improvements are being studied but no definite plans have been established.

At the conclusion of the meeting Mr. Burnette and Mr. Kitley provided their contact information in case there are any additional questions.

**HIGH POINT CITY COUNCIL
SPECIAL MEETING
November 19, 2018 – 4:00 P.M.
3RD FLOOR LOBBY CONFERENCE ROOM**

MINUTES

Call To Order

Present:

Mayor Jay W. Wagner, Mayor Pro Tem Christopher Williams (Ward 2); Council Member Britt Moore (At Large), Council Member Donald Scarborough (At Large), Council Member Jeffrey Golden (Ward 1) [arrived at 4:30 p.m.], Council Member Monica Peters (Ward 3), Council Member Wesley Hudson (Ward 4), Council Member Victor Jones (Ward 5) [arrived at 4:37 p.m.], and Council Member Jason Ewing (Ward 6)

Staff Present:

Greg Demko, City Manager; Randy McCaslin, Deputy City Manager; Loren Hill, Economic Development Director; Sandy Dunbeck, Executive Vice President- High Point Economic Development Corporation; Kenneth Shultz, Chief of Police; Captain James McNeill, Professional Standards Unit; JoAnne Carlyle, City Attorney; Sandra Keeney, Deputy City Clerk; and Lisa Vierling, City Clerk

Mayor Jay Wagner called the meeting to order at 4:15 p.m. and announced the purpose of the Special Meeting was for Council to enter into Closed Session for the purpose of Economic Development and Attorney-Client Privilege.

Special Announcement- Hanes Brand

Loren Hill, President- High Point Economic Development Corporation, shared that Hanes Brand announced today that they will be moving into the Eagle Hill (former Ralph Lauren facility) and touted they would be providing 200 additional jobs in January, all without any incentives.

Economic Development Projects

Council Member Ewing moved to go into Closed Session at 4:15 p.m. pursuant to N.C. General Statute 143-318.11(a)(4) for discussion of economic development projects and N.C. General Statute 143-318.11(a)(3) Attorney-Client privilege. Council Member Moore made a second to the motion, which carried unanimously.

Council reconvened into Open Session at 5:35 p.m.

Mayor Wagner announced there would be no action taken as a result of the Closed Session.

Adjournment

There being no further business to come before Council, **the Special Meeting was adjourned at 5:35 p.m. upon motion duly made by Council Member Ewing and seconded by Council Member Jones. Motion to adjourn carried unanimously.**

Respectfully Submitted,

Jay W. Wagner, Mayor

Attest:

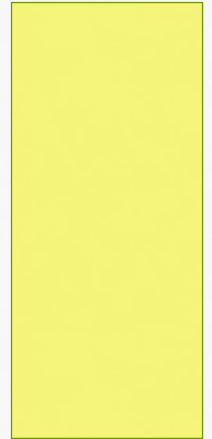
Lisa B. Vierling, MMC
City Clerk

PUBLIC SERVICES DEPARTMENT

SOLID WASTE DIVISIONS

ROBBY STONE

ASSISTANT PUBLIC
SERVICES DIRECTOR



PUBLIC SERVICES DEPARTMENT SOLID WASTE DIVISIONS



Environmental Services (circa 1920)



Material Recovery Facility (1990)



Kersey Valley Landfill (1993)



Ingleside Compost Facility (1993)

ENVIRONMENTAL SERVICES

Daily Operations Consists of:

- 13 Automated routes
 - (4 backup automated trucks)
- 3 Yard waste routes
 - (6 backup rear loaders)
- 1 Split route (CBD – daily)
- 2 Special route (alleys, dead animals, etc.)
- 3 Bulk waste routes (1 backup boom truck)
- 2 Front loader multi-family routes (1 backup front loader)
- Servicing 39,000 + residential locations weekly



ENVIRONMENTAL SERVICES

Funding History

- General Fund FY 12-13
- Began transitioning to Enterprise Fund in FY 13-14
 - (\$5 Solid Waste Availability Fee)
- Year 2 transition (FY 14-15)
 - Increased solid waste availability fee to \$8
- Year 3 transition (FY 15-16)
 - Increased solid waste availability fee to \$11
- FY 16-17 (Complete transition)
 - Increase solid waste availability fee to \$14
 - Environmental Services fully self funded

ENVIRONMENTAL SERVICES

Funding Comparison Monthly Cost

City of HP	North Davidson	Republic	Waste Management
Garbage, recycling, yard waste, bulk waste, medical waste, Furniture Market, dead animal pickup, illegal dumping cleanup	Garbage & recycling	Garbage & recycling	Garbage & recycling
\$14	\$20	\$18.50	\$19.95 - \$27.85

ANNUAL STREET CLEANUPS

Keep High Point Beautiful, Inc. operates under Public Services

- 20 member board representing businesses/organizations in High Point.
- Hosts 4 annual cleanups with hundreds of volunteers:
 - The Big Sweep in the Fall
 - The Great American Cleanup in the Spring
 - Summer Trash Smash
 - Winter Wipeout
- #TrashFreeHP
- KHPB Board and the City are working together to expand their presence with two main goals for this year:
 - Outreach to additional neighborhood associations
 - Increase the number of volunteers from 2,000 to 4,000 annually



CLEAN AND GREEN 2017

Results and Attendance:

679 Vehicles	
Pesticides	575 pounds
Batteries	1.6 (55 gallon drums)
Paints/Solvents	18,000 gallons
Household Cleaners	420 gallons
Propane Cylinders	72 each
Fluorescent Bulbs	500 pounds
Tires	7.75 tons
Appliances/Scrap Metal	2.77 tons
Electronics	36,631 pounds
Shredded Paper	5.16 tons

HOUSEHOLD HAZARDOUS WASTE COLLECTION (ONGOING)

New in Spring 2018!!!

High Point Residents can drop off: **1401 East Martin Luther King Jr. Drive**

- Household hazardous waste
- Electronics
- Tires

Future expansion of this program will be considered to include other hard to recycle materials.



ENVIRONMENTAL SERVICES

- Possible commercial expansion
 - Expanded dumpster collection to include private schools and non-profit entities
- Community clean-up efforts
- Ongoing HHW collection
- Improved electronics collection
- Continued cart replacements



ENVIRONMENTAL SERVICES COMMENTS YOU MAY HEAR

- Customer states that garbage or recycling was not picked up.
- Customer states that can was knocked over by worker.
- Whole house clean outs.
- Customer states that worker broke cart.
- Carts left at the curb beyond the day of collection.

MATERIAL RECOVERY FACILITY



Phase 2 of 3

WHY WE HAVE A MRF

- Recycling: mandated per state government
- Protect our natural resources
- More reliable long term service
- Make recycling easy for citizens
- Accept e-waste, medical waste, and other non-typical recyclable materials

CITY OF HIGH POINT MRF



CITY OF HIGH POINT MRF



CITY OF HIGH POINT MRF



MRF

COMMENTS YOU MAY HEAR

- Processed over 11,000 tons last year
- Accept plastics, glass containers, mixed paper, cardboard, pizza boxes, aluminum, and steel cans
- Furniture Market and Showcase event Services:
 - Semi-annual Furniture Market Largest events held in October and April
 - Creates 10 weeks of increased activity
- Why don't you pick up my television

INGLESIDE COMPOST FACILITY (ICF)

- E-waste & recycling drop-off location
- Selling of processed materials
- Avg. 13,000 tons of materials/year
- City Policy
 - Residential – personal (free)
 - Commercial – non-HP residents (\$36/ton)



INGLESIDE COMPOST FACILITY

COMMENTS YOU MAY HEAR

- Customer does not want to pay to drop off material.
- Customer hires contractor to haul debris to ICF.
- Customer has multiple rental properties and frequents the facility regularly in a work vehicle with their workers and does not want to pay.
- Customer want staff to help them unload their debris.

KERSEY VALLEY LANDFILL

Daily Operations Consists

- Municipal solid waste
 - Average 400 + tons / day
- Serves all High Point residents, businesses and others choosing to utilize the facility
- Serviceable Life ~ 2035 (at ~ 400 tons / day) with planned expansion



KERSEY VALLEY LANDFILL

MSW Fee Comparison:

- Winston-Salem - \$36/ton
- **City of High Point - \$38/ton**
- Rockingham Co. - \$38/ton
- Alamance Co. - \$38/ton
- Cumberland Co. - \$40/ton
- City of Greensboro - \$44/ton
- Onslow Co. - \$49/ton
- Brunswick Co. - \$59/ton
- Macon Co. - \$66/ton

KERSEY VALLEY LANDFILL



KERSEY VALLEY LANDFILL

- Cost Recovery

- No fee increases in the past 10 + years
- City customers pay \$5/mo. closure/post closure fee
- Other municipalities & non-High Point residents bring solid waste to our landfill but do not pay closure/post closure fees. We plan to recommend adjusting our disposal fee with the new budget.

KERSEY VALLEY LANDFILL COMMENTS YOU MAY HEAR

- All customers pay.
- Free dirt disposal.
- Banning of illegal items (chemicals, drums, electronics)

QUESTIONS

Thank You for Your Time
and Continued Support

CITY OF HIGH POINT

AGENDA ITEM



Title: **Plan Amendment 18-06**
(*Dennis Bunker et al. and City of High Point*)

From: Lee Burnette, Planning & Development
Director

Meeting Date: December 3, 2018

Public Hearing: Yes

Advertising Date: November 21, 2018, and
November 28, 2018

Advertised By: Planning & Development

Attachments: A. Planning and Zoning Commission Recommendation
B. Staff Report

PURPOSE:

A request by Dennis Bunker et al. and the City of High Point to change the Land Use Map classification for approximately 103 acres from the Low Density Residential classification to the Medium Density Residential classification. The site is generally lying northeast of the intersection of N. Main Street and Delray Avenue, east of Monteray Circle, north of Thomas Street and east of NC 66.

BACKGROUND:

The staff report and the Planning & Zoning Commission's recommendation are enclosed.

BUDGET IMPACT:

There is no budget impact.

RECOMMENDATION / ACTION REQUESTED:

- A. Staff recommended **approval** of this request, as outlined in the attached staff report.
- B. On November 13, 2018, a public hearing was held before the Planning and Zoning Commission regarding Plan Amendment 18-06. The Planning & Zoning Commission recommended **approval** of this request, as outlined in the staff report and recommended by staff, by a vote of 5-0.

PLANNING AND ZONING COMMISSION RECOMMENDATION

Dennis Bunker et al. and City of High Point

Plan Amendment 18-06

At its November 13, 2018 public hearing, the Planning and Zoning Commission reviewed a request to change the Land Use Map classification for approximately 103 acres to the Medium Density Residential classification. All members of the Commission were present except for Ms. Angela McGill, Ms. Marie Stone, Mr. Andrew Putnam and Mr. Ray Wheatley. Ms. Heidi Galanti, Planning Administrator, presented the case and recommended approval of the request as outlined in the staff report.

Speakers on the request:

Speaking in favor of the request, on behalf of the applicant, was Ms. Judy Stalder, 665 N. Main Street, High Point.

Planning & Zoning Commission Action

The Commission recommended ***approval*** of Plan Amendment 18-06, as recommended by staff, by a vote of 5-0.

**CITY OF HIGH POINT
PLANNING AND DEVELOPMENT DEPARTMENT**

**STAFF REPORT
PLAN AMENDMENT CASE 18-06
October 23, 2018**

Requests		
Applicant: Dennis Bunker et al. and City of High Point	Owner: KMBunker Holding LLC Equity Trust Company Custodian FBO Dennis Bunker III (Trustee of DNBIII Trust) Kathryn Bunker (Trustee of KMBunker Trust)	
Plan Amendment Proposal: To change the future land use classification for approximately 103 acres to the Medium Density Residential land use classification	From:	Low Density Residential
	To:	Medium Density Residential

Site Information	
Location:	Lying at the northeast corner of North Main Street and Delray Avenue
Acreage:	Approximately 103 acres
Current Land Use:	Rural residential, manufactured dwelling park, office, retail, and undeveloped land

Adjacent Property Current Land Use	
North:	Industrial – APAC Paving and Construction
South:	Rural residential, self-storage, church, barber shop
East:	Rural residential and undeveloped
West:	Rural residential and Vulcan Quarry

Adjacent Land Use Plan Designations	
North:	Heavy Industrial
South:	Low Density Residential and Institutional
East:	Recreation/Open Space and Low Density Residential
West:	Low Density Residential

Purpose of Existing and Proposed Land Use Plan Designations	
Existing Designation:	<u>Low-Density Residential:</u> These areas include primarily single family detached dwellings on individual lots. Development densities in these areas shall not exceed five dwelling units per gross acre.
Proposed Designation:	<u>Medium-Density Residential:</u> This classification includes a variety of attached dwellings, generally including higher density townhouses and less land-intensive multi-family housing such as garden apartments. Development densities shall range from eight to sixteen dwelling units per gross acre.

Relevant Land Use Policies and Plan Amendment History	
Community Growth Vision Statement	<u>Obj. 1B:</u> Preserve and link environmentally sensitive lands such as floodplains, wetlands and steep slopes. <u>Obj. 5E:</u> Require that street systems connect with one another whenever possible to move all modes of traffic efficiently, to avoid congestion along key corridors, to improve traffic and pedestrian safety, and to enhance emergency management access.
Land Use Plan Goals, Objectives & Policies:	The following goals and objective of the Land Use Plan are relevant to this request: Goal #1: Ensure that development respects the natural environment. Goal #3: Provide a wide range of housing opportunities for families of all income levels. Obj. #2. Protect and preserve environmentally sensitive locations including designated open space and watershed critical areas from inappropriate development.
Relevant Area Plan: <i>Northwest Area Plan</i>	<u>Goal 1:</u> Protect the natural environment and its many features. Objective 1a: Preserve streams, wetlands and steep slopes through the siting of development in appropriate locations. <u>Goal 2:</u> Achieve high quality development in the built environment. Objective 2d: Provide for residential development at a variety of densities and affordability levels.
LUPA History:	<u>PA-10-04:</u> On January 18, 2011 the eastern portion of the area proposed for amendment was changed from Medium Density Residential to Low Density Residential. These recommendations were the result of the Northwest Area Plan.

Details of Proposal

Summary of Land Use Plan Amendment Request:

The applicant has requested a Land Use Plan amendment to allow for a residential development with a mix of residential use types ranging from single-family detached to multifamily, with densities ranging from 7 dwelling units per acre to 16 dwelling units per acre. Staff reviewed the request and created a logical plan amendment boundary based on topography, environmental features and surrounding uses.

Staff Analysis

This area is on the western edge of the City and it contains various uses that range from rural to heavy industrial. The area includes uses such as: rural residential, a single-family subdivision along Delray Avenue, manufactured home park, a barber shop, self-storage, a produce market, office/warehouse, and an asphalt plant. In 2014 and 2015 water and sewer services were extended through this area to serve the Polo distribution facility located on the north side of I-74. In 2007 and 2016 the area that is the subject of Zoning Map Amendment 18-18 was rezoned to allow for a single-family detached residential subdivision. The current zoning request is for a mix of residential use types including single-family detached dwellings, townhomes and multifamily dwellings ranging from 7 dwelling units per acre to 16 dwelling units per acre.

The Northwest Area Plan recommended this area as Low Density Residential primarily because the area did not have water and sewer at the time the plan was prepared. The plan also recommended a Business Center with adjacent Medium Density Residential on the north side of I-74. The Business Center was started with the extension of water and sewer and the development of the Polo facility in 2014/2015. Because water and sewer were extended through the area on the south side of I-74 to serve the Polo facility, this area may be a logical place for higher density residential to develop to support the Business Center area. The plan's goals and objectives that are applicable to this request include: providing high quality development, the protection of the natural environment through siting development in appropriate locations, and the provision of residential development at a variety of densities and affordability levels

Recommendation

Staff Recommends Approval:

Staff recommends approval of the request to change the future land use designation for approximately 103 acres to the Medium Density Residential land use classification. Due to the availability of water and sewer, and the proximity to I-74 and the Business Center area, it is appropriate to allow this area to be developed with higher density residential uses. The request meets the goals and objectives of the Northwest Area Plan and it will be in harmony with the land use pattern of the surrounding area.

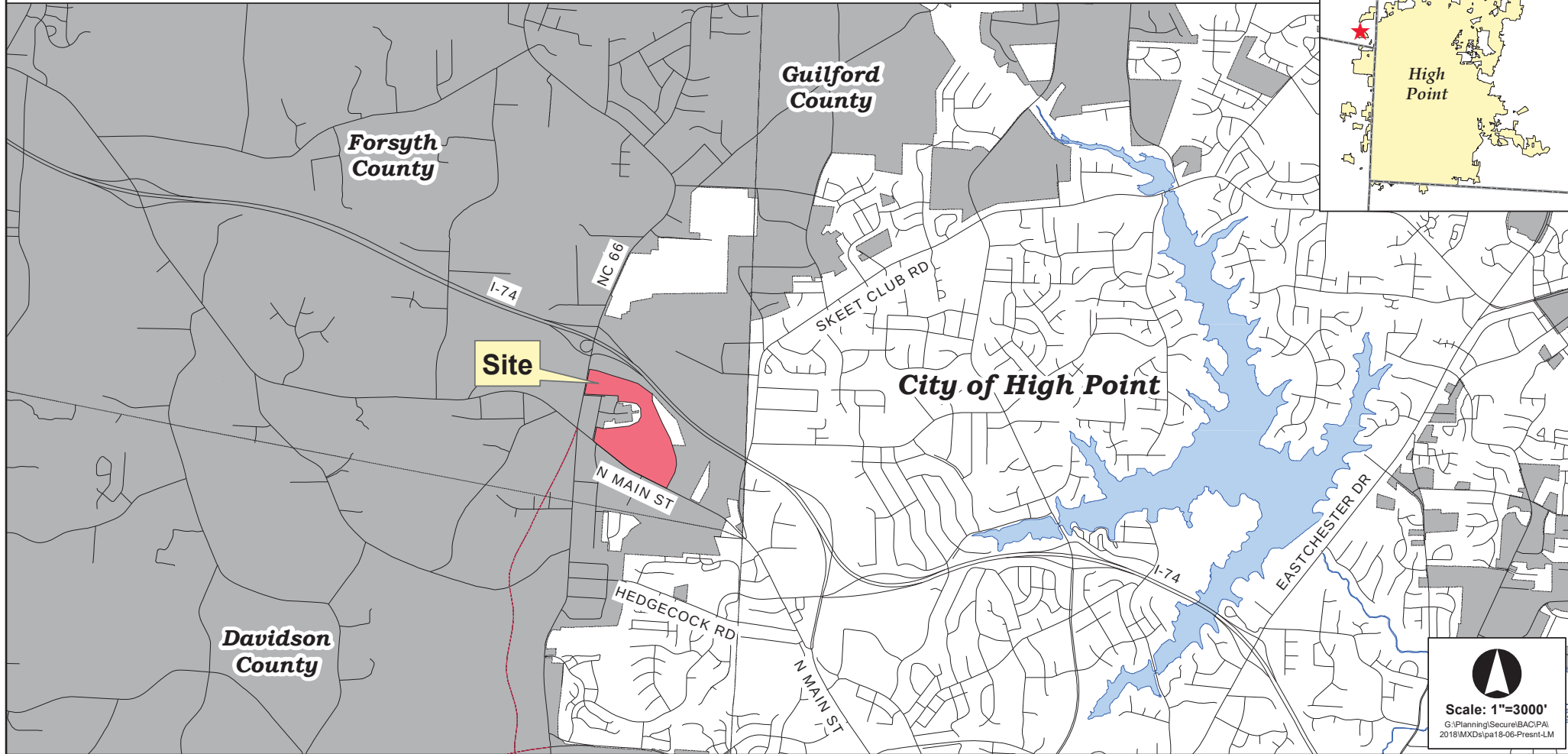
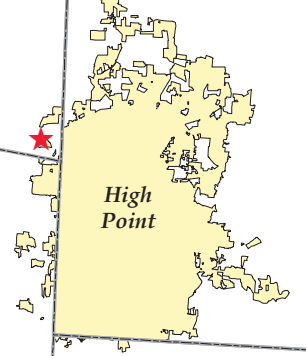
Report Preparation

This report was prepared by Planning and Development Department staff member Heidi H. Galanti, AICP, Planning Services Administrator and reviewed by G. Lee Burnette AICP, Director.

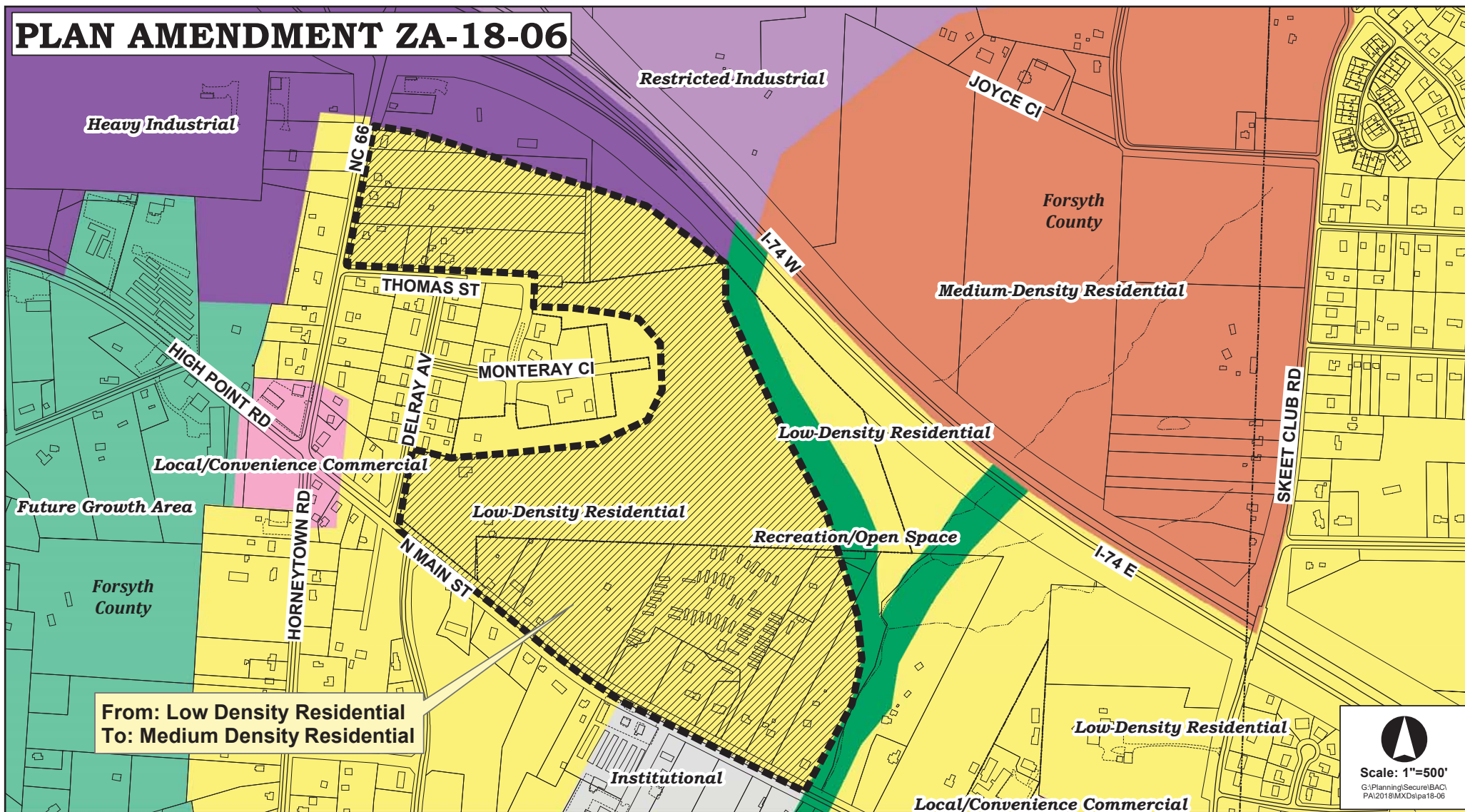
LOCATION MAP

PLAN AMENDMENT: PA-18-06
Applicant: DENNIS BUNKER ET AL

Vicinity Map



PLAN AMENDMENT ZA-18-06



CITY OF HIGH POINT

AGENDA ITEM



Title: **Historic Marker Request** (City Transfer and Storage Company)

From: Lee Burnette, Planning & Development
Director

Meeting Date: December 3, 2018

Public Hearing: No

Advertising Date: NA

Advertised By: NA

Attachments: A. Historic Preservation Commission Recommendation
B. Staff Report

PURPOSE:

A request by City Transfer and Storage Company and the Southwest Renewal Foundation of High Point, Inc. to place a historic marker recognizing the early location of City Transfer and Storage Company in the southern right-of-way of the 100 block of W. High Avenue.

BACKGROUND:

On January 16, 2016 City Council adopted a Historic Marker Policy that provides guidelines and criteria to facilitate the selection and placement of City of High Point Roadside Historic Markers. This policy was revised on June 6, 2016. The Historic Preservation Commission was designated by the Historic Marker Policy to review and evaluate all proposed roadside historic markers prior to consideration by City Council. This roadside historic marker request by City Transfer and Storage Company and the Southwest Renewal Foundation, Inc. to recognize the early location of City Transfer and Storage Company is the fifth request under the City's roadside historic marker policy.

BUDGET IMPACT:

In accordance with the City Council adopted policy, the City does not budget annually for markers, but may fund or assist with the funding of markers. The Lassiter Family, current owners of City Transfer and Storage Company, will pay for the marker.

RECOMMENDATION / ACTION REQUESTED:

On November 14, 2018, the Historic Preservation Commission recommended approval. Planning and Development staff requests Council approval of the marker request as proposed.

HISTORIC PRESERVATION COMMISSION RECOMMENDATION

City Transfer and Storage Company and the Southwest Renewal Foundation, Incorporated's Historic Marker Request for early location of City Transfer and Storage Company

At its November 14, 2018 meeting, the Historic Preservation Commission reviewed a request for a historic marker recognizing the early location of City Transfer and Storage Company. Six members of the Commission were present. Mr. David Fencl, Senior Planner, presented the request and recommended approval of the request as outlined in the staff report.

The Historic Preservation Commission determined that the proposed marker meets the minimum evaluation criteria of the Historic Marker Policy which includes the site or event being at least 50 years old, with no public or private markers currently recognizing the site or event within the city, and the location of the proposed marker is within the corporate limits. The Historic Preservation Commission also determined that the proposed marker will be consistent in appearance with several existing City markers (black with silver letters with the City seal positioned at the top in the arch) and recommended approval of the historic marker request, as recommended by staff, by a vote of 6-0.



To: Historic Preservation Commission Members

From: David Fencl, Senior Planner

Meeting Date: November 14, 2018

Subject: City Transfer and Storage Company Historic Marker Request by City Transfer & Storage Company and the Southwest Renewal Foundation of High Point, Inc.

PURPOSE:

The Historic Preservation Commission (HPC) is designated by the Historic Marker Policy to review all requests for historic markers to be located in public street rights-of-way. The HPC shall first determine whether the request meets the minimum evaluation criteria outlined in the policy, and if the request meets the minimum evaluation criteria, the HPC shall then evaluate the request based on relevant criteria as determined by the HPC.

The following criteria must be present and factually correct in order for the HPC to review any request for placement of a marker:

1. Any site or event requested to be recognized must be at least 50 years old and for any individual to be recognized with a marker, the individual's contribution that is the subject of the request must have occurred as least 50 years before the request.
2. There may not be any current markers, public or private, currently recognizing the site or event within the City of High Point.
3. The location requested to be recognized must be within the corporate limits of the City of High Point and within public view.

Requests for markers shall be evaluated based on relevant criteria as determined by the HPC, including the following:

1. Is each historical claim by the applicant presenting the request supported by documentation or other evidence of the claim's validity? Documentation should consist of primary sources that were created at the time of the event and may include tax records, deeds, newspaper articles, meeting minutes, photographs, etc. Secondary sources may be submitted to help provide context and justify the significance of the event, person, or location.
2. In an attempt to avoid repetition and promote diversity in the recognitions, is the requested site, event or individual closely related to a site, event or individual accomplishment that has already been recognized with a Marker?

3. Has the site, event, or individual contribution maintained its significance over time?
4. Is the site, event or individual recognized outside of High Point at state wide, national, or international levels?
5. Marker proposals will be rejected if the Commission cannot authenticate or verify the historical information to its satisfaction. The Commission shall make the deciding rule if there is conflicting evidence.

STAFF ANALYSIS:

According to the information supplied with this Historic Marker Request, City Transfer and Storage Company is the oldest continuously-operating, family-owned moving and logistics company in North Carolina. The Company was started by I.M. Lassiter in 1908 with a team of horses and mules and a vision to haul just about anything – as long as it fit in the wagon. Operations were originally centered near the railroad depot and the business expanded by hauling items ranging from dirt to railroad passenger's luggage. According to the information supplied with the marker request, City Transfer and Storage also had the first truck in High Point. By the 1950s, City Transfer and Storage was not just a local moving company, but was servicing customers' needs for long-distance relocations. In 1961, the Company moved out of downtown and relocated to 1100 Redding Drive, where it remains to this day providing commercial storage, corporate relocation and crane work.

Staff believes that this historic marker request meets the minimum evaluation criteria due to the period City Transfer & Storage being located on High Street (now High Avenue) was more than 50 years ago, there are no other historic markers recognizing City Transfer and Storage and the marker's proposed location is within the City of High Point and within public view. Documentation submitted with this marker request also supports the historical claims of the applicant that City Transfer and Storage Company was located on High Street in the early part of the 20th Century and that the area where City Transfer and Storage was originally located has maintained its significance over time.

At the October 10th HPC meeting, the Commission voted to have the applicants work with staff and Commission member Annette Cox on revisions to the proposed marker inscription. There were concerns with some of the claims that were made in the inscription not being well documented and the ability of the marker's text to withstand the test of time. Following the meeting, several possible marker inscriptions were written and reviewed by the applicant, Commission member Cox, as well as architectural historian Laura Phillips. It is staff's opinion that the revised inscription is factual and able to withstand the test of time.

RECOMMENDATION / ACTION REQUESTED:

Staff recommends the Historic Preservation Commission recommend approval of the historic marker request for City Transfer and Storage Company. This historic marker request meets the minimum evaluation criteria, and the documentation submitted with this request establishes the significance of the site to meet all of the relevant evaluation criteria of the Historic Marker Policy.

Attachments: Historic Marker Request and Documentation with Revised Text of Marker
City Transfer and Storage Company Historic Marker Location Maps

City of High Point Historic Marker Request

Request

Create and place a cast aluminum historic marker [as pictured below], designed according to the City of High Point Historic Marker Policy, manufactured by Sewah, Inc., the company who manufactures the NC State Highway Historic markers, to recognize an early location of **City Transfer and Storage Company**, the oldest continuously-operating, family-owned moving and logistics company in North Carolina, started in High Point in 1908. The marker will be placed on an early site of the company in the southern right-of-way of the 100 block of W. High Avenue [known historically as 125 W. High Street—now a public parking deck]. The Lassiter Family, current owners of City Transfer and Storage Company, will pay for the marker. The City of High Point Historic Marker Policy requires a black background with silver lettering and the City of High Point seal at the top.



The first historic marker approved under the current City of High Point Historic Marker Policy was installed in 2016 in Highland Cotton Mills Village at S. Elm and Mill Avenue, near the future Southwest High Point Heritage Greenway, funded by the Southwest Renewal Foundation of High Point, Inc. in partnership with the Marion Stedman Covington Foundation, Highland Village Neighborhood Association and City of High Point.

Evaluation Criteria

1. Documentation/Primary Sources: This early site of City Transfer and Storage Company [that spanned from W. High to W. Commerce Streets] is confirmed through oral interviews with Bart Lassiter [2016-2018] and City of High Point Directories from 1902-1970 located in the NC Heritage Room of the High Point Public Library.



City Transfer and Storage Company's website describes their history and commitment to service among their owners and employees, even their earliest "animal employees."

"Our grandfather, I.M. Lassiter started City Transfer and Storage that year [1908] with a team of mules & horses, a wagon and a vision for a company that would haul just about anything -- as long as it fit in the wagon."

"With the operations centered near the railroad tracks in High Point, N.C. the company soon found a ready clientele that appreciated its emphasis on customer service. As the business grew, Lassiter added a partner, Wayne Williard. Together they continued expanding the business, hauling freight that ranged from dirt to railroad passengers' luggage."

"Even the livestock seemed to understand the company's emphasis on service. A mule team once left its driver behind at a stop, headed straight to its next delivery and backed up to the loading dock on its own to deliver the goods."



"As horseless carriages came on the scene, the partners decided it was time to modernize and make a change from their horse-pulled wagon to a truck. When the truck arrived on a rail car, it was High Point's first. Not all of the customers were ready for this latest form of transportation and some still asked for service using the wagon."

"Eventually, Williard left the business, selling his share of the company to I.M. Lassiter's sons, Carter and William "Mac" Lassiter. Working with their father, they began expanding the company in new directions. By the 1950s, City Transfer and Storage was no longer just a local mover, but also was servicing customers' needs for long-distance relocations."

"In 1961, the company moved to a new, larger building on Redding Drive [#1100] in [southwest] High Point. This location remains the High Point office and warehouse. Soon, City Transfer and Storage had extended its services to include commercial storage, corporate relocation and crane work."

[http://www.ctsmoves.com/history_City_Transfer.html]

2. Site: This early site of City Transfer and Storage Company was ½ block west of the 1907 Southern Railway Passenger Station [100 W. High Street]. This is the original point of origin of the city, where the NC Railroad in 1855 crossed the Great Western Plank Road [Main Street]. High Point took its name from this location--the highest point on the NC Railroad between Charlotte and Goldsboro. At the convergence of these two major transportation arteries, High Point became a major transportation and distribution center by the early 20th century. The creation of City Transfer Company by I.M. Lassiter helped spur this early industry. Today, High Point remains a major distribution and logistics center at the crossroads of five interstate highways with passenger and freight railway and airport connections. City Transfer and Storage Company has not been recognized in other historic markers.
3. Significance of site maintained over time: The 100-500 blocks of West High Street have maintained their historic significance over time. In the 100 block, the 1907 Southern Railway Depot was restored in 2003. It remains in use as the city's Amtrak Station and is designated National Register-eligible. In the 200-300 blocks of W. High to W. Commerce Streets, the Tomlinson Chair Company [built between 1902-1926] was restored as Market Square home furnishings showrooms in the late 1970s and early 1980s; it is a National Register Property and Guilford County Historic Landmark. The 400-500 blocks of West High Street encompass the West High Street National Register Historic District. The district is also a local High Point Historic District. In addition, it contains three individually listed National Register properties, including an historic garden [#415 and #501 W. High and #106 Oak Streets] and five Guilford County Historic Landmarks [#407, #415, #501 W. High Street, #106 and #110 Oak Street].
4. State-wide significance: City Transfer and Storage Company has statewide significance as the oldest continuously-operating, family-owned moving and logistics company in the Carolinas. It was also the first company in High Point to have a motorized truck.
5. Age: The site to be recognized is over 50 years old. City Transfer and Storage Company is 110 years old in 2018.



6. Context: There are no other historic markers, public or private, currently recognizing this site or this company in the City of High Point.
7. Corporate City Limits: The location is within the corporate limits of the City of High Point and the site will be within public view at the trailhead of the Southwest High Point Heritage Greenway and High Point's mass transit hub.

Revised Marker Inscription (11/6/2018)

City Transfer and Storage Company, 1908

I.M. Lassiter started his family-owned moving company at this location with a team of horses, mules, and a wagon. The company served the city's growing industries and helped build High Point into a major distribution center.

*Erected by the Lassiter Family in partnership with the Southwest
Renewal Foundation of High Point, Inc. and the City of High Point
Dedicated February 14, 2019*

Bart Lassiter, Vice President and Owner, City Transfer and Storage Company,
blassiter@ctsmoves.com , 336-889-6155, www.ctsmoves.com
Dorothy Darr, Director, Southwest Renewal Foundation of High Point, Inc.,
dorothy1@northstate.net or info@highpointsouthwest.org , 336-887-5130
www.highpointsouthwest.org





1958 Historic Aerial

Proposed Historic Marker

HISTORIC MARKER REQUEST

129 West High Street
Identifying Early Site of
City Transfer & Storage Company



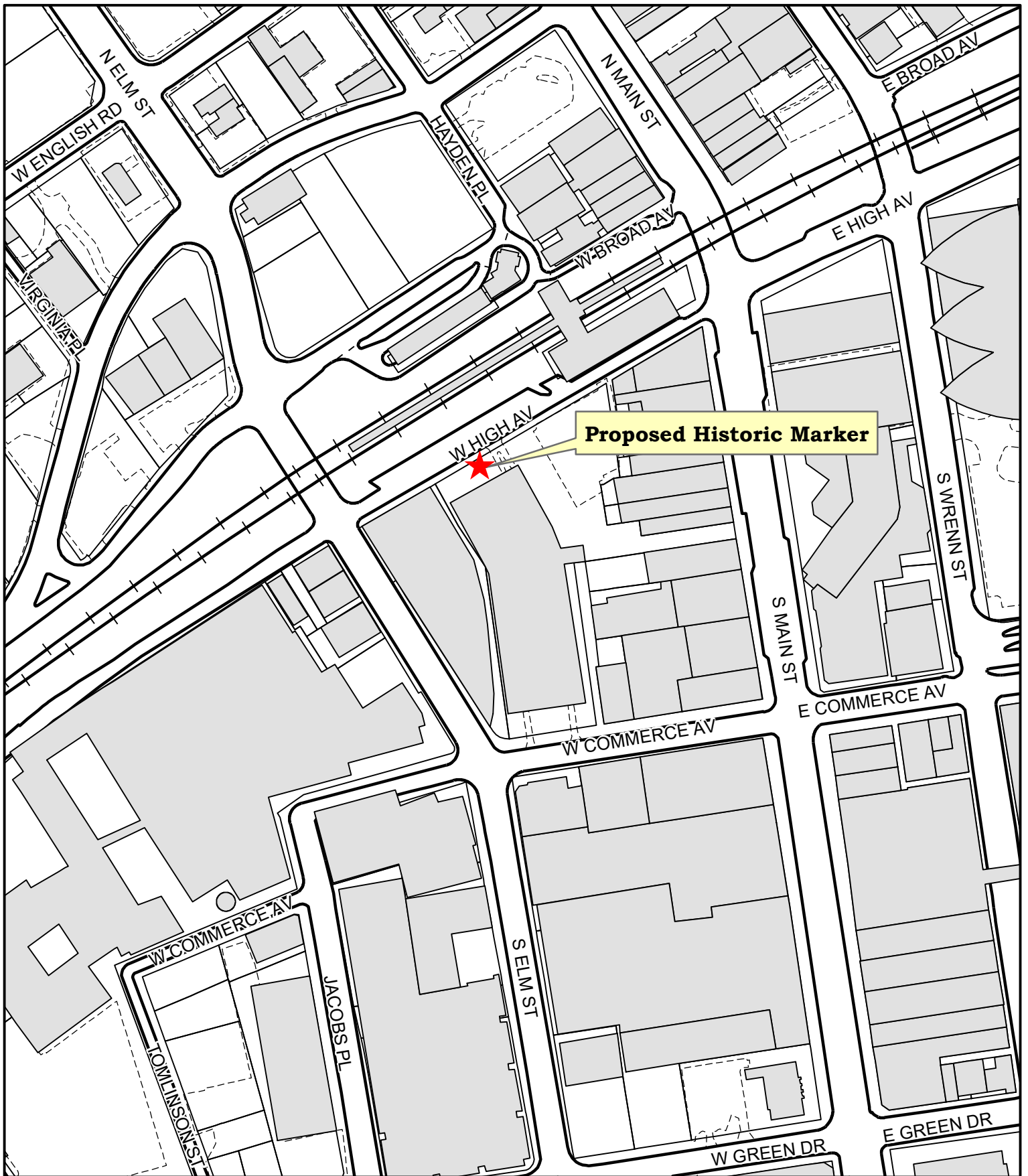
Proposed marker location

Planning & Development
Department

City of High Point



Scale: 1"=200'



HISTORIC MARKER REQUEST

129 West High Street
Identifying Early Site of
City Transfer & Storage Company



Proposed marker location

Planning & Development
Department

City of High Point



Scale: 1"=200'



7

VISIONING + RECOMMENDATIONS



CHAPTER 6 > VISIONING + RECOMMENDATIONS

The results of the information gathering portion of the planning process reveal that the City of High Point Parks & Recreation Department is a well-established parkland and program provider with an impressive variety of recreational amenities and facilities. With the guidance of the vision and recommendations outlined in this chapter, the Department will continue to provide High Point's residents with quality parkland, facilities and programs while improving and expanding Department offerings and functionality.

This plan's vision and recommendations result directly from an extensive information gathering process involving community input, parks and recreation commission input, staff input, analysis of existing parkland and programs, research and data collected from peer communities. The Venn diagram depicted below provides a conceptual framework for the information collected to identify thematic threads linking the Department's characteristics. The project team used the Venn diagram and input from Department leadership to draft vision statements for each key focus area of the plan. On June 4th, 2018, the project team facilitated a visioning workshop with Department staff to finalize the vision statements for the Department and each key focus area of the plan including parkland, programming, facilities, operations and maintenance and finance.

VISION

The comprehensive planning process is an opportunity to create a coordinated vision for a Department to guide the next 10 years of providing parkland, facilities and programs and continuing the high functionality of Departmental operations. Comprehensive plans provide an opportunity to take a system-wide approach to evaluating progress, identifying opportunities and problem solving through new ideas and collaborative conversations that would not occur as part of the day-to-day operations of a department. Creating bold and tailored vision statements that staff support with enthusiasm is an important part of this conversation.

Vision statements are the community's ideal situation that represent the aspirations for the Department's future. Vision statements should be ambitious and rooted in community values. Goals are specific actions that together, provide a framework for how to achieve the vision. Objectives and strategies are included in the implementation and action plan and represent the specific actions and measurable outcomes that the Department will undertake to achieve the community's vision for parks and recreation. Measurable outcomes ensure accountability while serving as a basis for celebrating success. The combination of vision, goals, objectives and strategies provides a framework for achieving lofty objectives and providing concrete steps and milestones to implementing big ideas.

The Point of the Matter

The Department's vision, mission and goals are directly related to the community and Department staff's recreation needs, wants and desires for the City's future.



The following data sources provided information for the planning process and were analyzed using the visioning Venn diagram.

- **Department and system**
 - Staff meetings and interviews
 - Trends in parks and recreation
 - SWOT analysis
 - Park and facility inventory
 - Benchmarking
- **Needs, wants and trends**
 - Statistically valid survey
 - Community input
 - Demographics and trends
 - Level of service
- **History and context**
 - Research
 - Demographics
 - Staff input
- **Values**
 - Community input



Image Source: City of High Point

DEPARTMENT MISSION...

High Point Parks & Recreation Enhances quality of life by providing opportunities through innovative programs, parks and facilities for present and future generations.

DEPARTMENT VISION...

High Point Parks & Recreation will enhance the quality of place for residents of all ages and ability levels by providing recreation opportunities, strategic programming and community events that promote strong social bonds, improve health and wellness and celebrate the City's history and character.

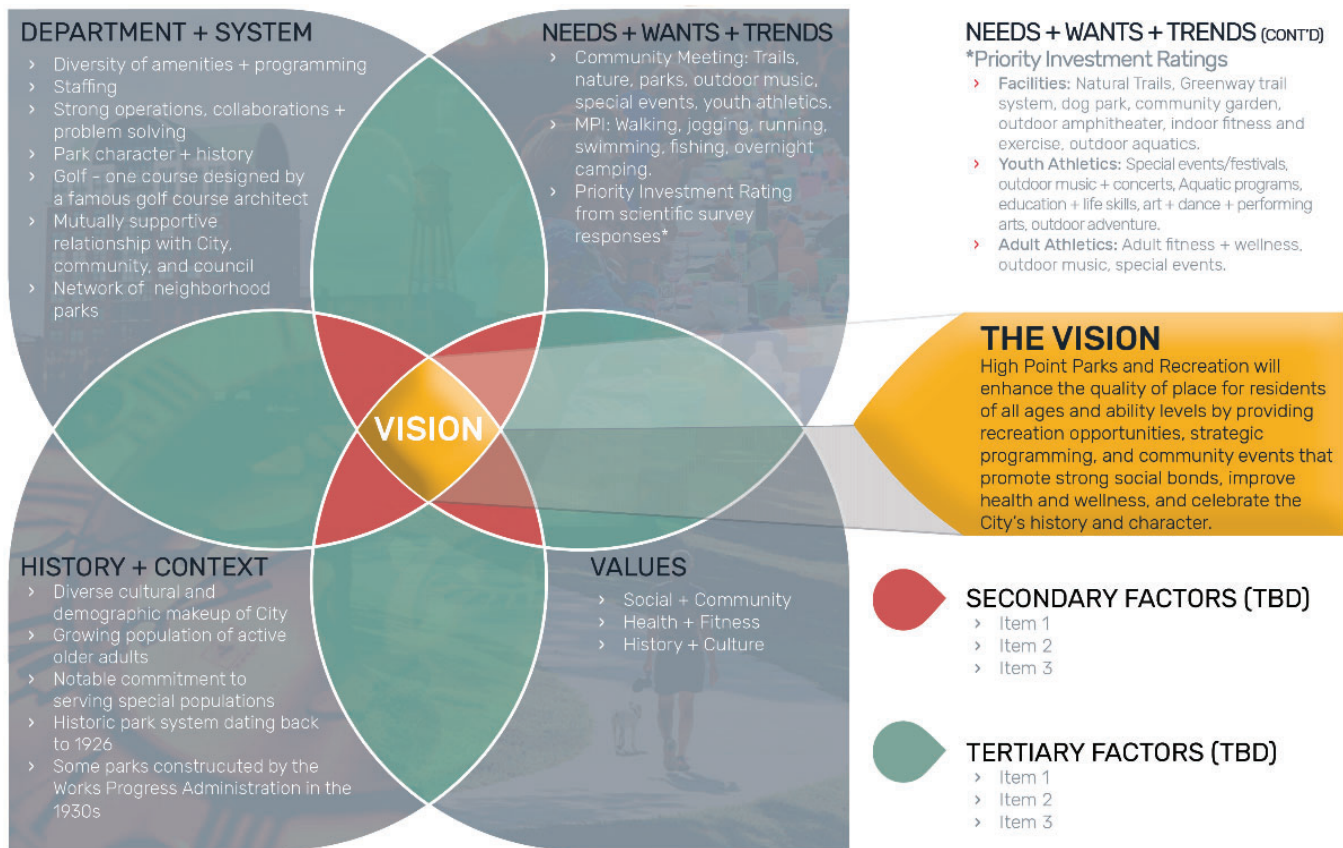


Figure 1 - Visioning Venn Diagram

The Venn diagram above depicts a graphic representation of this input and the resulting vision of the Department for the then year planning horizon.

Based on the vision statements crafted for each key focus area, the project team, in coordination with Department staff, developed a series of recommendations that support the goals, or specific actions required to achieve each vision statement. What follows are the vision statements of each key focus area, as well as recommendations that summarize in narrative form the goals and objectives needed for the Department to achieve the visions of the key focus areas. A detailed approach to achieving the Departments vision, including prioritized strategies and performance measures, is found in the Action and Implementation plan.



PARKLAND

The Department manages a well-established network of parks and park amenities as well as maintaining enough acreage for the City to meet their level of service goals. This suggests that most High Point residents have adequate opportunity to access parkland. Most of the City's new development is occurring in the northern part of the City, so while the department has adequate parkland overall, the next 10 years may see a need for creation of new developed parks in High Point's northern areas. High Point also possess an impressive diversity in park amenities and activities. Therefore, the vision of the Department is to maintain and improve existing parks and upgrade amenities as changing demographics and trends shift demand for certain park amenities.

PARKLAND VISION

To maintain a diverse, inclusive and connected network of parks and amenities reflecting current trends, while preserving the historic natural character of the City's park system.

GOAL 1 Provide recreation amenities that reflect the latest trends and community needs, including flexible spaces that can evolve with changing trends in recreation and demographics.

A challenge for any parks and recreation department as well-established as High Point's is balancing ongoing maintenance of existing amenities with updating amenities to be in line with current recreation trends. The parks system currently offers a variety of essential amenities such as athletic ball fields, greenways, picnic shelters and playgrounds, as well as amenities consistent with newer trends, such as splash pads, dog parks and inclusive amenities.

The Department should ensure both stability and flexibility of site furnishings and amenities when redesigning or upgrading parkland spaces. Stability relates to durability of amenities and construction materials. In many cases, an investment in a more durable site furnishing, ground surface or playground equipment leads to savings in avoided maintenance and replacement costs in the future. Educating decision makers and the public about the long-term implications of short-term savings versus savings across the lifetime of an item is essential to incorporating the theme of longevity into park design. Flexibility relates to how a space can be programmed and refers to the location of amenities, improvements and furnishing, as well as design elements such as landscaping and pathways. A flexible space is one that accommodates needs of several uses to meet the needs of the most users possible. Flexibility of spaces is achieved by locating and designing amenities to accommodate multiple programs within one space. For example, an outdoor amphitheater intended to meet the community's stated need for community events and music could be constructed to also accommodate fitness bootcamps or yoga classes to maximize use outside the hours when special events occur.

Departments must make difficult choices on how to spend money and in which items to invest valuable public resources, but durable, high-quality materials should be prioritized whenever feasible to protect the public's investment in parks and recreation amenities. This strategy is evident in the City's phasing in of park furnishings in line with the Department's current design standards. The trademark blue picnic tables and waste receptacles provide durable materials for these heavily used items and create visual consistency among the City's parks. Similar plans for upfit and refurbishment should be adopted for other park amenities such as picnic shelters. ADA compliance should also be addressed during these upfits and renovations.

Increasing playability and extending hours of play are another way to increase usability of amenities and facilities. For example, installing field lighting expands hours of play on athletic fields. This means the Department can increase the number of individuals that programming can accommodate without having to expand the number of fields themselves. Similarly, converting natural turf to synthetic turf can increase hours of play and withstand rain events where flooding of natural turf fields has the potential to delay or cancel practice and tournaments. Unlike natural turf fields, synthetic turf fields do not need unprogrammed time to rest and replenish turf, resulting in more hours of programmed play.

A current trend with the potential for long-lasting benefits is the installation of fitness equipment and other health and wellness amenities in public parks. These amenities may include walking loop trails, fitness stations targeting a variety of muscle groups, mediation labyrinths, or quiet areas for reflection. These

amenities are on-trend and with proper installation, signage and upkeep, they will remain popular over time as there will always be individuals committed to maintaining their physical, mental and spiritual health.

Another strategy for updating parks and amenities to meet current trends and demographics is to create new master plans for parks. In some areas, the demographics of neighborhoods surrounding parks are shifting in response to national and local demographic trends. For example, a park once surrounded by a neighborhood full of young families may now have an underused playground as the households' baby boomer residents continue to age in place. Parks in these areas can be reprogrammed with amenities to serve senior populations such as walking trails or low-impact outdoor fitness equipment.

Master plans for parks in changing neighborhoods can inject new energy into an underused or outdated space. A park master plan creates a vision for a full updated build-out of a park and outlines strategies for phasing and funding. The City is currently pursuing

master plans for High Point City Lake Park and should implement the current site master plan for Westchester Park as funds become available.

New park master plans should consider emerging trends within the field of parks and recreation that correspond with stated needs and wants from community input and the statistically valid survey. Adventure activities such as mountain biking, rock climbing or skateboarding, are examples of recreational activities growing in popularity. Park departments are beginning to create park amenities that meet user's demand for these activities. Many department's find that partnerships with private companies that provide activities such as rock climbing or outdoor adventures create the opportunity for these activities on public park land with a properly insured entity to provide liability for the activity. Pump tracks for mountain biking are growing in popularity while skate parks, once a rare undertaking for departments, are becoming widely accepted as an amenity that a department might provide.



Image Source: City of High Point

GOAL 2 Leverage and enhance the Department's existing niche as a provider of accessible amenities and services.

The Department has established itself as a provider of accessible parks and programs. The City offers many amenities accessible for people with disabilities. From the Miracle League baseball diamond, to the accessible playground at Camp Ann and special populations-specific programming, the department is making a point to serve disabled populations. The strategies the Department uses to address this goal should be twofold: first, incorporate elements of accessibility and inclusivity into ongoing improvements to park sidewalks, restrooms, picnic shelters and more. Second, expand offerings for amenities to specifically serve special populations. For example, the Department recently used the State of North Carolina Community Bond Grant to construct ADA upgrades and ADA docks at Oak Hollow Marina, implementation of this project is underway.

Park design must be both accessible and inclusive. Accessibility focuses on technical design requirements outlined in the American with Disabilities Act (ADA). The significant focus is ensuring that a site is navigable with a wheelchair or other mobility device. Inclusivity expands the idea of accessibility to include the experiences of park users with disabilities including mobility difficulties, as well as cognitive, visual, auditory or other disabilities. An inclusive space will ensure that a park visitor with a disability is able to have a safe, fun, social and active park experience.

The tool for assessing these needs is an ADA transition plan that evaluates current mobility barriers, such as sidewalks, pathways and clearance distances, and prioritizes how to address these issues. The purpose of an ADA transition plan is to identify specific issues and create a timeline to address them. Items can be prioritized as needing immediate correction. For less pressing items that do not directly relate to safety concerns, items can represent improvements to be made as parks and amenities are upfitted and refurbished. In either case, the ADA transition plan is an important tool that identifies and prioritizes improvements the Department should make. If the Department is considering CAPRA accreditation a

documented ADA transition plan will be required. Completing this plan in the short-term is a proactive way to begin the accreditation process while furthering the Department's goal to make needed accessibility improvements. ADA transition plans are required at a minimum to:

1. Identify physical obstacles in the public entity's facilities that limit the accessibility of programs or activities to individuals with disabilities.
2. Describe in detail the methods that will be used to make the facilities accessible.
3. Specify the schedule for taking the steps necessary to achieve compliance with this section and, if the time period of the transition plan is longer than one year, identify steps that will be taken during each year of the transition period.
4. Indicate the official and staff members responsible for implementation of the full plan as well as individual objectives.

The Department should also consider an overall inclusivity plan that identifies current strengths and opportunities within the Department for expanding parks and services accessible to special populations. This document will be more thematically focused, rather than detail specific for small projects and will help guide the department's mission around serving special populations and establish performance measures. In addition to guiding the department to better serve people with disabilities, this document will identify achievable goals that provide accountability and create achievable benchmarks the Department can celebrate and communicate to the community. An approach to ensuring the provision of inclusive amenities in parks is to designate a percentage of construction budgets that must be allocated for such amenities. This procedure can be adopted by the department and included into all playground and park amenity construction.

GOAL 3 Enhance equity of parks by improving access, geographic distribution and financial investment.

A public park system must ensure the equitable provision of parkland and amenities to all members of the community. Measures for determining equity in parkland provision include equal geographic

distribution of parkland, well distributed investment in parks across the system and access to parkland via public transportation and multi-modal means.

Currently, parks across the system are equitably distributed geographically. Some gaps exist in the northern region of the City. Lack of parkland coupled with growth and development in the northern areas of the City warrant additional parkland. While the level of service assessment demonstrates parkland acreage is adequate across the system, the department may want to consider providing some parkland or open space in the northern area of the City to address this gap and additional demand by new residential and commercial growth.

Tracking investments in parkland can also indicate gaps in equity within a park system. There are many factors determining which parks receive public investments. Factors may include the number of visitors to the park, size, types of amenities and more. Understanding the geographic distribution of where the Department directs investment can reveal unintentional gaps in funding. The study should normalize results when possible, for example, tracking investment per park user, investment per residents within a quarter mile, or investment per acre of parkland. The results of any such analysis will need to be properly investigated, appropriately contextualized and should avoid focusing on dollar amounts alone.

Access to parks is another indicator of equity. Parks must be accessible to all forms of transportation including walking, biking, public transit and driving. The Department must also ensure that all users are able to move around the park and benefit from the park's amenities. Accessible parks will meet design requirements of the Americans with Disabilities Act (ADA) outlines, but a truly inclusive park will focus on the experience of disabled users and promote their full involvement in play, fitness and social engagement at parks. Inclusivity is an important aspect of equity, and promoting inclusivity is discussed in much greater detail in Goal 2. The Department should ensure that parks are accessible along public transportation routes and should continue to promote connectivity of parks with the greenway system, ensuring bicycle and pedestrian access. The Department should coordinate with the public transportation system to ensure access to all recreational centers as well as regional and community parks. The Senior Center currently provides transportation for seniors for some programs and the Senior Center is a stop on the local bus route. The Department also provides transportation for visually impaired participants for special populations programming. Providing specialized transportation for senior and disabled park users and program participants is an essential measure for demographics that may lack mobility.

GOAL 4 Upgrade parks to include amenities the community desires in a way that creates significant experiences.

The park system as it currently exists is highly suited to creating a variety of positive experience for residents. There are options for those looking for a unique day of family fun at High Point City Lake Park, pools and splashpads to cool down on summer days, sports fields for youth and adults to exercise and learn teamwork and large event venues for High Point to come together as a whole community. Most of the Department's parks date to the 1980s and many park amenities are selected and designed for that generation. Community needs and trends are changing and the Department has the opportunity to meet these changing needs.

Departments that seek to create experiences for their residents will focus on the quality of place their parks offer. Quality of place recognizes public agency's responsibility to provide spaces for activities but that it is up to individuals themselves to pursue those activities, resulting in improved quality of life. The public sector's role in ensuring quality of place is through design of high-quality, functional spaces. According to the Trust for Public Land's Field Guide to Creative Place Making and Parks, creative placemaking

Creative placemaking for parks is a cooperative, community-based process that uses arts and cultural expression to create or rejuvenate parks and open spaces, thus deepening a sense of place and inspiring community pride.

Source: Matthew Clarke, "Field Guide for Creative Placemaking in Parks" 2017, The Trust for Public Land & City Parks Alliance.

is integral to the delivery of effective parks and open space, which will ensure healthy, livable communities¹.

The community input gathered as part of this plan's creation indicates the desire for certain amenities and program spaces. Results from both the community input and statistically valid survey presented similar results.

¹ Matthew Clarke, "Field Guide for Creative Placemaking in Parks" 2017, The Trust for Public Land & City Parks Alliance.

Needed amenities include:

- › greenways and natural-surface trails
- › venues for outdoor music and special events
- › dog parks
- › playgrounds
- › outdoor aquatics like pools or splashpads
- › community gardens
- › indoor or outdoor fitness equipment.

While the results of community engagement provide insight into the types of facilities the City should provide, the City will still be responsible for creating the overall park experience. The park classifications established by this plan give guidance to site selection, park scale and general design standards, but lack suggestions for park experience. Park design standards are intended to provide a framework for safe, clean, visually appealing parks that are easy to access and navigate, while allowing flexibility for the Department to create unique experiences at each site using public art, site-specific views, complimentary materials and finishes, vistas and accent lighting – all to tell a story about local history, people and cultures.

QUALITY OF PLACE

What is there? – The combination of the built environment and the natural environment, a stimulating, appealing setting.

Who is there? – diverse people of all ethnicities, nationalities, religions and sexual orientations interacting and providing clear cues that this is a community where anyone can fit in and make a life.

What is going on? – the vibrancy of life; the visible presence of people engaging in outdoor activities; altogether active, exciting and creative.

Source: What Draws Creative People? Quality of Place Richard Florida. <<https://urbanland.uli.org/industry-sectors/what-draws-creative-people-quality-of-place/>>

GOAL 5 Maintain the unique character and vernacular of existing parks.

High Point's park system is iconic and well-established. The visual character and park integration into the urban fabric seen throughout High Point's park system is a benefit and strength achieved only through time and effort. Maintaining the park elements that contribute to this strength will be an important consideration for the department in the next 10 years, especially as parks age. Planning, anticipating challenges and addressing small issues on an ongoing basis will preserve park experiences as they currently exist without major interruptions.

The department must give special attention to the maintenance, health, removal and replacement of mature canopy trees to ensure safe and enjoyable park visits for users in the long term. The mature canopy trees that define the visual and experiential character of many of High Point's parks have a life expectancy. Observation indicates that many trees will reach the end of their natural life at approximately the same time. Replacements for mature trees must be installed in the short term to ensure that trees at the end of their lifecycle will have suitably mature replacements already in place.

Maturing trees will increasingly create safety and maintenance issues as individual trees begin to drop branches, causing unexpected safety hazards for park users and creating additional maintenance needs.

Implementing a tree replacement and removal plan will create justification for the preventative removal of aging trees before they become hazards and will assist the department in proactive, rather than reactive, decision-making.

The historic nature of many of the City's parks contributes strongly to the visual character of many parks throughout the City. Parks as public spaces are ideal locations to identify, acknowledge and interpret a community's history in positive and constructive ways. Washington Street Park exists within a nationally recognized historic district that includes several historic structures and Armstrong Park is directly adjacent to another nationally recognized historic district. High Point's parks have been locations at which greater societal forces such as the Great Depression have played out. Historical interpretation of these events could, for example, contextualize Works Progress Administration investment in High Point's parks at High Point City Lake Park and Washington Terrace Park. This discussion could tie into a greater narrative of the hardships of the Great Depression and life in High Point in the 1930s. Approaches for honoring history in public parks includes history walks, reenactments, performances, public art and interpretive signage.

Picturesque lakes and streams also contribute to the unique character of High Point's parks. Both Arnold J.

Koontz, Jr. City Lake and Oak Hollow Park are sources of drinking water which underscores the importance of ensuring the cleanliness of the water entering the lakes. The Department manages hundreds of acres of land adjacent to these lakes. As a primary neighbor of these public drinking water sources, the Department can ensure that the water entering the lakes from the parks themselves is of the highest possible quality. For example, stormwater generated from parking lots and buildings onsite at the Oak Hollow Regional Special Use Facilities and High Point City Lake Park could be managed onsite with bioswales, rain gardens and other low impact development strategies rather than traditional stormwater conveyance methods that provide no treatment for water. Bank erosion is another source of on-site water pollution at these sites. The Department should consider reinforcing banks at sites of bank erosion. Vegetation installation should be the preferred method for bank stabilization as hardening banks may increase erosion elsewhere. In addition to mitigating stormwater impact from parks adjacent to

drinking water sources, the Department can achieve the dual effect of preserving the natural character of its other parks and improving water quality by investigating opportunities for mitigation banking on City of High Point parks property. The Department could identify park property along eroded and degraded streams, such as those found in Armstrong Park, Southside Park and Blair Park Golf Course and work with a mitigation banking contractor to restore and conserve these streams. The City would receive the dual benefit of having restored streams on their parkland, as well as being financially compensated for the mitigation bank's use of their property. Landowners, such as the City, can generate revenue from mitigation banking by enrolling property in a mitigation bank.

The objectives implemented for achieving this goal are in line with trends that other forward-looking departments are currently pursuing, though they may be outside of the purview of traditional parks and recreation department responsibilities. Therefore, partnerships and cross-department collaboration will be essential for success. To ensure the full implementation of the adopted Parks & Recreation Comprehensive Plan, the department will need to ensure the plan is well-integrated with any existing stormwater, land use and environmental plans. Collaboration among City staff will be essential as well and this plan recommends quarterly or twice annual cross-departmental coordination meetings that specifically address this plan's implementation and any other relevant plans. Additional benefit may be experienced as cross-departmental collaboration on specific projects could lead to cost-sharing for implementation, reducing the burden on a single department. For example, the master plan currently underway for Council Street Park combines the efforts of the Parks & Recreation Department and Public Works Department. The study will result in a coordinated plan that addresses recreational need while providing water retention capacity or the adjacent stream accepting stormwater during flood events. This stormwater park not only achieves the goals of two departments in one project solution, funding from each department can expedite project delivery often delayed by availability of funding and reduces the financial burden on a single department.

MITIGATION BANKING?

Wetland mitigation banking is the restoration, creation or enhancement of wetlands for the purpose of compensating for unavoidable impacts to wetlands at another location. Wetland mitigation banking is commonly used to compensate for wetland impacts from development, but it is also used for impacts from agriculture.

Developers can buy credits from wetland mitigation banks to compensate for the impact of lost wetlands. Wetland mitigation banks are established through the restoration, creation or enhancement of wetlands. When a mitigation bank is established, either by a landowner or a third-party contractor, the landowner retains ownership and use of the property, while a conservation easement protects the wetlands from degrading activities. The size and scope of the wetland restoration, creation or enhancement activities determine the quantity or credits available for sale. The price of credits is negotiated between the buyer and seller and negotiation can be facilitated by a third-party contractor.

Source: *Mitigation Banking. Natural Resources Conservation Service*

<<https://www.nrcs.usda.gov/wps/portal/nrcs/detail/national/programs/farmbill/?cid=nrcseprd362686>>



FACILITIES

The City maintains an impressive number of recreation facilities that support diverse programs and self-directed recreation opportunities. Previous department focus on acquisition of parkland and development of new parks has resulted in a robust park system, but delayed maintenance for many buildings. Similarly, with many facilities dating back as early as 1935, age and use have simply weathered many buildings. Based on the results of the facilities and architectural assessment, along with community and staff input, the following vision for park facilities, along with associated goals is outlined below.

FACILITIES VISION

To maintain a variety of recreation and educational facilities that provide spaces for users to be active, involved and grow within their community.

GOAL 1 Maintain high quality facilities that meet user needs in a safe and enjoyable way.

BUILDING SYSTEMS

Building systems such as mechanical, electrical, masonry and roofing together play a role in user experience, safety, and longevity of the recreation buildings across the City's park system. The age of many of the Department's facilities, original mechanical and electrical systems depend on routine maintenance, upgrades and replacements to prolong their lifespan and improve indoor air quality. However, much of the recommended maintenance has been deferred over the years. Generating and updating building system maintenance plans and adhering to maintenance schedules will assist in developing an action plan for system upgrades and replacements.

An engineer should review mechanical and electrical building systems for issues and to determine remaining lifespan. Further assessment will also determine the correct course of action to resolve specific building system issues. These assessments should be completed in the near term (one to two years) and should identify a comprehensive schedule of building system issues needing correction.

Exterior wall and masonry systems prevent rain and moisture from entering the interior of a facility. Additionally, wall flashing, roofing, gutters, downspouts and soffits and fascia panel systems convey water away from the building and prevent water intrusion and resulting damage. Installing thru-wall flashing would allow water to leave the wall cavity rather than infiltrate to the interior of the building. Correcting moisture and water infiltration prevents degradation of

structures, interior finishes and indoor air quality. For Example, the J. Brooks Reitzel Tennis Facility showed evidence of water infiltration into the wall system evidenced through water saturated carpet tiles and bubbling paint on the concrete masonry unit (CMU) walls. Spaces that have water stains on the ceiling systems are an indication of a roof or pipe leak and will need special attention. Damaged downspouts at the High Point City Lake Park Gymnasium currently allow rainwater to drain between the building foundation and sidewalk, which could have negative effects on the building foundation. At the Oakview Recreation Center, the drip cap over the gymnasium doors is not properly fastened. This creates an opening for water to enter the building through the door frame.

Corrective measures for all water intrusion issues system wide should be a near term priority. Such improvements may include installation of thru-wall flashing, repair of damaged window and door seals and drip caps and upgrades to gutter and downspout systems to ensure proper drainage. After correcting draining issues, fixtures and finishes such as carpet and wall paint can be replaced, improving the indoor air quality and appearance of indoor amenities such as the pro shop and office at the J. Brooks Reitzel Tennis Facility. Annual inspections of building systems will identify leaks and allow for early detection of long term issues with these aging facilities. Roof drainage systems will need quarterly maintenance to verify that they are operating correctly.

FINISHES + FIXTURES

Many of High Point's aging facilities need remodels of interior elements to increase their lifespan, enhance user experience and provide visual appeal. Flooring, wall finishes and restroom finishes are heavily used surfaces requiring regular cleaning and maintenances to reach the full life expectancy of the finish material. Interior lighting also plays an important role in how people experience and use a space. Poor lighting can create an uninviting place and lower use. Updating lighting and interior finishes will expand the lifecycle of finish materials and create more inviting, desirable and attractive spaces for users and could increase the rentability of spaces. Specifically, at facilities such as Oakview Recreation Center and the J. Brooks Reitzel Tennis Facility, updating lighting in addition to improving indoor finishes will contribute to improved safety, user experience, playability, safety and has the potential to increase overall use of facilities.

Department staff should create a maintenance schedule for interior upgrades based on the timing of when finishes and facilities will need updating. The current age of the finish, current condition and the level of use it receives are all important factors when determining if a finish will need replacement or repair. The interior maintenance and renovation schedule should include a timeline for interior upgrades throughout the department and should be organized around the themes identified in the facilities section of

the inventory and analysis chapter which include the following:

- › Building elements are reaching the end of their lifespan
- › Facilities are either at capacity or have underused space due to shifting demographics and programming trends
- › Compliance with American with Disabilities Act and accessibility
- › Safety concerns
- › Alignment with community needs and recreation trends

The improvements schedule should emphasize coordinating interior renovation projects with deferred HVAC maintenance projects to complete behind-the-scenes projects in conjunction with high-profile surface finish projects. Many interior remodels have a direct correlation to a mechanical system that would benefit from a system upgrade, replacement or service. Combining with interior improvements will provide users with a visual indication of improvements that may otherwise go unnoticed or unsupported by the public. Upgrading lighting at parks and facilities to LED lighting is an approach to save on long-term lighting costs. Installing safety cameras at rec centers and other areas vulnerable to vandalism can deter undesired behaviors at park facilities.



Image Source: Site visit 2018-01-26

The safety of facility staff and users begins as soon as they enter the parking lot. Increasing safety lighting in parking lots and around facilities will provide additional safety and comfort of users visiting and leaving the center at night, as well as improve usability for users with visual impairments. Installing security cameras will allow surveillance of parks and facilities and can be implemented specifically in areas that have experienced safety or property damage challenges in the past. Doors that properly latch ensure that the building is locked and secure during non-business hours and while staff are conducting opening or closing duties.

Another important component of facility safety is locating fences when needed to control visitor access to specific site amenities and exterior equipment. Further study by the Parks & Recreation staff would identify facilities needing fencing to control unwanted access to specific areas, such as areas where access should be restricted for safety reasons like the novelty train at High Point City Lake Park, and revenue generating areas such as golf courses.

While addressing deferred maintenance and building deficiencies across the system can seem overwhelming, the table below presents a system for organizing and prioritizing improvements:

Facility Assessment	Critical Condition (0-1 year)	Poor Condition (2-3 years)	Fair Condition (4-7 years)	Good Condition (8-10 years)
ADA Elements/Code Compliance	X			X
Additional Program Space Study		X	X	
Evidence of Structural Issues	X			
Evidence of Water Infiltration	X			
Exterior Finishes		X	X	X
Inadequate Site Lighting		X		
Interior Finishes		X	X	X
Roof Inspection		X		
Senior Center Study	X		X	
Service HVAC Systems		X		

Figure 2 - Facilities Improvements Prioritization Chart

GOAL 2 Create public facilities that users of all ages and ability levels visit and enjoy.

Creating all-inclusive facilities that can be used by people of all ages and ability levels is a very important component to the Parks & Recreation Department. Compliance with the American Disabilities Act (ADA) is a legal requirement for new and remodeled facilities, but the Department strives for inclusivity, which extends best practices beyond legal guidelines to ensure positive experiences for people with cognitive or physical disabilities. Designing; or retrofitting to ADA standards is a step to creating facilities that are inclusive for all users, including older adults with mobility challenges and young children with the adults who guide them. Many of the Department's older facilities

were constructed prior to the implementation of ADA requirements, resulting in accessibility deficiencies throughout facilities, including in parking areas and restrooms. Compliance with current ADA standards must be addressed in future facility remodels.

The Department should continue to track ADA compliance and incorporate ADA improvements into facility master plans and renovation projects. The department should prioritize ADA compliance in restrooms even prior to scheduled renovations. Retrofitting bathrooms would bring some facilities fully into ADA compliance and improve the experience of facility users.

GOAL 3 Renovate facilities with multi-functional spaces to respond to changes in facility demand generated by changing demographics and trends.

Facilities such as the Senior Center have long reached the capacity limit for many of the programs offered, especially given changing demographic and recreation trends. In other locations, this has resulted in underutilized space where programs have shifted focus to meet demands, while existing facility space has not evolved and is left unprogrammed. For example, the elevated stage in the gymnasium and the multi-purpose room at the Oakview Recreation Facility are not occupied or rented to their fullest capacity. Similarly, the High Point City Lake Park Gymnasium is not occupied on a year-round basis due to a lack of HVAC climate control. This facility could be used year-round if installed with a climate control system. The Department should develop a comprehensive list of underutilized recreation spaces and determine whether implementing upgrades would make the spaces more desirable to users. Such upgrades should result in flexible spaces that enable the department to respond to changes in demographic or recreation trends and may include adding furnishings to suggest certain uses (tables, chairs and screens for meeting space; sinks and ice makers for lunch or party spaces), wall partitions or other convertible amenities. Results of the statistically valid survey should influence decisions about what activities the Department should consider when updated recreation center spaces or creating multi-functional space.

Growing senior populations and senior's desires to remain active and involved within the community, the

Department must expand designated programming space for this age group. Ideally, this takes the form of a new, or renovated senior center to accommodate administrative offices, additional program space and expanded fitness facilities.

The statistically valid survey's Priority Investment Rating indicated that the community has a need for indoor recreation spaces that promote fitness and exercise for all ages and ability levels. The Department should consider converting existing underutilized indoor recreation space into an indoor fitness facility. The Department can identify an appropriate space for this amenity by first identifying the amount of space needed (in square feet) and then determining which of the existing facilities can accommodate that spatial requirement. Specific programming needs should address the needs of the community as summarized in the community engagement section of this master plan.

Finally, the Department has an opportunity to repurpose underutilized space and consolidate space specifically for special populations. Tracking attendance trends at each existing facility will reveal where additional recreation space for special populations would be most beneficial and to the community. Identifying the cost of reconfiguring an existing space to meet the needs of a recreation space for special population will help staff identify a location where this community need can be met.



PROGRAMMING

The city provides an impressive level of diverse programs. While there is diversity, this diversity must be matched with a consistency of quality, accessibility and sustainability. The following vision for park programming, along with associated goals is outlined below.

PROGRAMMING VISION

To establish a set of sustainable core program areas that support the recreation needs and facilities developed in the City while defining High Point Parks & Recreation Department's niche within the market in the most cost-effective manner.

GOAL 1 **Develop a recreation program plan for the City that is outlined One or two years in advance.**

A typical program plan uses demographic and recreation trends, statistically valid survey results, community input and results of a program assessment completed by Department staff to develop an organized framework for program development, implementation and service delivery. The plan is a working document that evolves as the resources, needs and trends of a community evolve. Typical components of a program plan include:

- › Core Program Areas
- › Program Classifications
- › Age Segment Distribution
- › Program Lifecycle
- › Total Cost of Service
- › Cost Recovery Goals
- › Pricing Policies
- › Program Standards

A program should be developed that integrates the results of the program assessment provided in Chapter 4 and the best practices for each plan component.

The Department's program portfolio is extensive. The program portfolio has core program areas in the following classifications and includes programs from both recreation division and special facilities divisions.

- › afterschool/camps
- › athletics
- › fitness/exercise
- › instructional
- › special events
- › special interests

Maintaining a robust program portfolio with new programming in line with emerging trends and statistically valid survey results will be important to the Department's long-term success. The Department should expand upon the strengths of their most popular programs and events when implementing new

CAPRA ACCREDITATION

The Commission for Accreditation of Park and Recreation Agencies (CAPRA) Standards for National Accreditation provide an authoritative assessment tool for park and recreation agencies. Through compliance with these national standards of excellence, CAPRA accreditation assures policy makers, department staff, the general public and tax payers that an accredited park and recreation agency has been independently evaluated against established benchmarks as delivering a high level of quality.

Source: National Accreditation Standards. Commission for Accreditation of Park and Recreation Agencies.

<https://www.nrpa.org/siteassets/capra-standards-5th-edition-2014.pdf>

activities because implementing new activities based on existing strengths will protect the Department's brand, enhance the customer experience and promote customer retention.

An important component to this goal will be reviewing standards required for accreditation with the Commission for Accreditation of Park and Recreation Agencies (CAPRA) to ensure new policies and programs meet accreditation standards. Creating and implementing recommended policies and procedures while including recommended program standards and key performance indicators will set the foundation for staff training. The Department can use the current program development process and program development form with simple modification to include

the program classification, marketing competition and marketing strategy.

Program standards will assist in adding quality and value to the customer experience and set the foundation for training recreation staff. The Department can promote positive perceptions of their programs by establishing staffing standards for arrival time, set-up, uniform, customer service outcomes, post program evaluations and including thank you letter to sponsors help focus staff on the business aspects of programming. These standards should also apply to contracted program services to ensure consistency of service delivery as part of the Department brand. An orientation to the Department for contractors can help convey the level of service expected for programs.

PROGRAM STANDARDS AND SERVICE DELIVERY

The relationships among meeting community need, achieving the agency mission and executing service delivery is critically important. This section provides an analysis of program provision and includes building on the existing foundation within the Department's recreation programs and events. The Department's program offerings are solid for a system of its size but enhancing performance management practices would improve services. Adopting the standards described here will move the Department to a higher level of sophistication in quality management.

Using program standards is essential for high-performing agencies aspiring to be community and industry leaders. A significant issue in managing recreation programs is the complexity of in-person and online transactions, from multiple staff members, within the agency and with outside partners. In addition to this administrative challenge, the Department must simultaneously meet the needs of diverse audiences at a variety of locations within the system.

Currently, the Department measures participation numbers, participant-to-staff ratios and customer satisfaction. The department should consider tracking additional metrics including program cancellation rates and customer retention rate, which can be captured at registration or on post-program surveys.

Surveys are useful indicators of success when used correctly – keeping the number of questions to a minimum and avoiding survey fatigue. The Department currently conducts post-program surveys. Additional ways to collect customer feedback include a pre-program survey (used with a post-program survey to measure change), recurring user surveys, lost customer surveys, non-customer surveys, in-park surveys and focus groups. With digital technology, the Department could crowdsource intelligence tools like an app to collect customer feedback. While this information is useful in tracking satisfaction throughout the year, it is beneficial to regularly conduct a statistically valid survey that will serve to substantiate the more informal surveys to use when communicating with leadership and key decision-makers.

QUALITY MANAGEMENT METHODS

In addition to measuring satisfaction, the Department should have procedures in place to ensure that core program standards are met in all program offerings. This is particularly important when managing part-time, contractor, seasonal and partnership staff. All staff should be trained to perform to a core set of standards. For staff delivering programs requiring an extra layer of health and safety knowledge or training, such as vehicle drivers, training and quality checks should be rigorous and effective.

Currently, the City has systems in place to:

- › Update policies and procedures regularly and consistently
- › Train staff on basic and enhanced life safety
- › Encourage and support continuing education
- › Complete performance reviews for all full-time and part-time staff
- › Complete performance reviews for all seasonal staff
- › Provide marketing training

The Department also directs staff to the following trainings offered through the City's Human Resources Department:

- › Learning Management Systems
- › Supervisor training
- › Leadership training

GOAL 2 Expand upon the six core program areas and establish two more core program areas with new programs based on trends and the comprehensive master plan survey.

The Department's existing program portfolio is well-rounded and has a diverse array of programs that serve the community, including adaptive programming.

Based on survey results, best practices and existing core programs, the two new core program area recommendations are Outdoor Adventure/Nature Education and Cultural Arts. These two core program areas include high investment priority categories that people are looking for from the survey. In addition, the Department has programs that are already in other core programs that can be placed into these categories. They typically tend to be programs that the whole family can participate in as well. Matching up terminology use to promote programs with what people are looking for, increases the potential people will respond well to it. It is also freshening up their overall program portfolio.

Demographic and recreation trends indicate the Department should evaluate core program areas and individual programs on an annual basis to ensure offerings are relevant to evolving demographic and local trends. Conducting surveys with program participants and the community would differentiate between national and local trends and ensure the Department's programs are relevant to local users. Additionally, developing new programs in core program areas will deliver a fresh line of services to customers seeking more from the Department.

Of the 66 percent of "new" programs 36 percent are in the growth stage. This indicates that 36 percent of programs may soon transition into mature or saturated stages. In order to be prepared for this, the Department should begin developing new programs now to replace them. Currently only 15 percent of programs are in the introduction stage, which will soon transition into take off, growth and mature stages. There is also 10 percent in Decline and those should be retired. Taking all of this into account drives the recommendation to create new programs and keep the Department's programming proactive instead of reactive.

- › Safety training
 - Bloodborne pathogens
 - Ladder training
 - Fire extinguisher training

Program Idea (Name or Concept): _____			
Internal Factors			
Priority Ranking:	High	Medium	Low
Program Area:	Core	Non-core	
Classification	Essential	Important	Discretionary
Cost Recovery Range	0-40%	60-80%	80+%
Age Segment	Primary	Secondary	
Sponsorship/Partnership			
Potential Partnerships	Monetary	Volunteers	Partner Skill Location/Space
Potential Sponsors	Monetary	Volunteers	Sponsor Skill Location/Space
Market Competition			
Number of Competitors	_____		
Competitiveness	High	Medium	Low
Growth Potential	High	Low	

Figure 3 - Internal Factors

The program portfolio will strengthen with regular use of data collected as part of the comprehensive master plan process. For example, data can assist in developing key performance measures. An important component of data driven decisions is customer and non-customer feedback. Staff can begin with the statistically valid survey to identify needs for new programming. The Department should conduct community surveys every two to three years to ensure the portfolio is addressing resident's unmet needs. Post-program surveys can identify customer satisfaction levels and opportunities to cross promote other services.

The Department's program staff should continue the cycle of evaluating programs on both individual merit as well as the overall program mix. This can be completed at one time on an annual basis, or in batches at key seasonal points of the year, if each program is evaluated at least once per year.

GOAL 3 Increase participation and revenue potential through established processes, goals and outcomes.

The Department should enhance their program portfolio by matching programs to trends, survey responses and resources the Department has available. To determine when to continue, retire, or introduce a program, consider core program areas and individual program analysis discussed in the program assessment of this plan. Lifecycle, age segment, classification and cost recovery goals should all be tracked. The information

gathered from tracking, along with the latest demographic trends and community input, should drive program decision-making. Analyzing this data will demonstrate informed, objective decision making to support department programming decisions, especially when retiring a declining program beloved by a few.

PROGRAM EVALUATION CYCLE & PROGRAM DECISION-MAKING MATRIX

Using the age segment and lifecycle analysis and other established criteria, program staff should evaluate programs on an annual basis to determine program mix and incorporate this into the mini business plan process. A diagram of the program evaluation cycle can be found below:

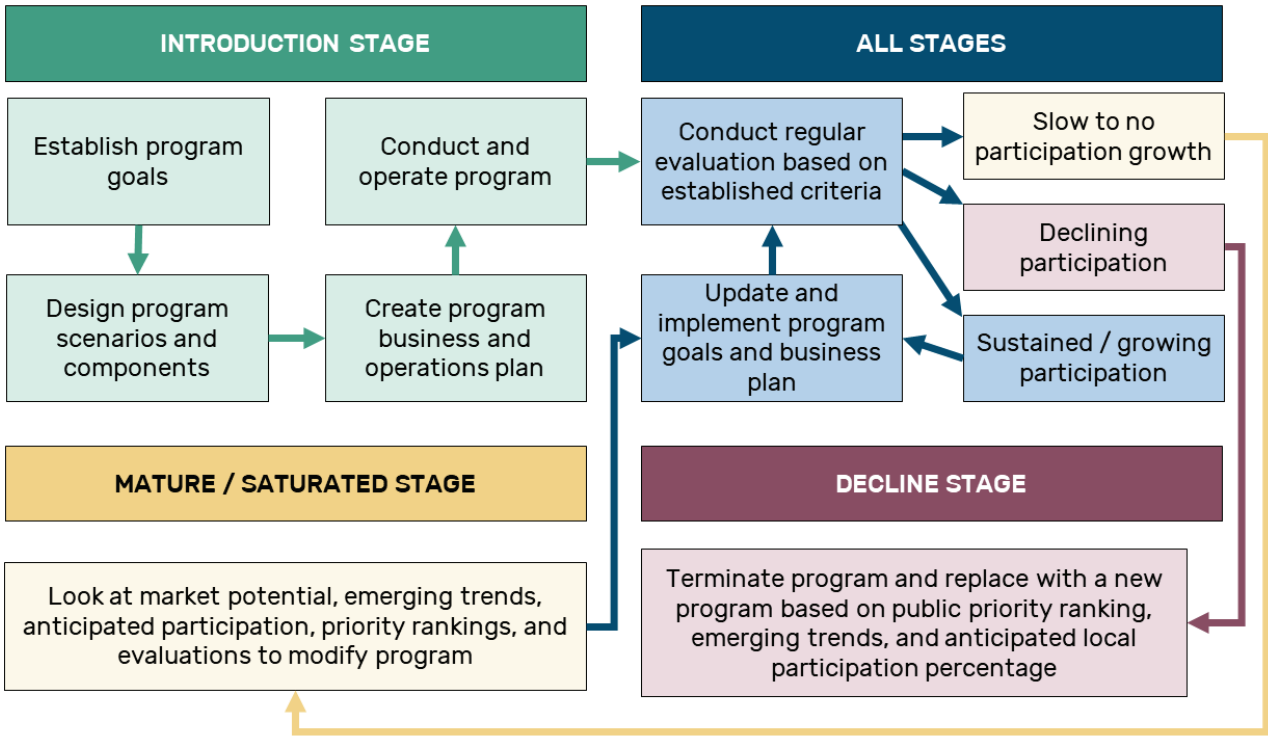


Figure 4 - Diagram of Program Evaluation Cycle

PROVIDE GREATER CONSISTENCY AND BREADTH OF PROGRAMMING QUALITY MANAGEMENT

Ensure that policies and procedures and performance evaluation processes are updated on a consistent basis and that all staff are trained in basic life safety. Department staff should expand the performance review process by implementing performance reviews for seasonal staff with the intention of increasing the number of seasons high-performing seasonal staff return for work.

The Department's parks, recreation, programs, services and events should integrate a strategic marketing plan that compliments the City's communication style guide. An effective marketing plan must build upon and integrate with supporting plans, such as this comprehensive master plan and directly coordinate with organization priorities. The plan will also provide specific guidance as to how the City's identity and brand is to be consistently portrayed across the multiple methods and multiple formats used for communication.

- › Develop a strategic marketing plan specifically for the City's parks, recreation and events.
- › Enhance the role of the marketing manager who serves as the point person to manage all marketing efforts and works with recreation staff and facility staff to develop content for all marketing methods used.
- › Establish priority segments to target in terms of new program/service development and communication tactics.
- › Build volunteerism to serve marketing and communication efforts. Recruit new volunteers with new skills as the marketing program grows.
- › Establish and review regularly performance measures for marketing; performance measures can be tracked through increased use of customer surveys as well as some web-based metrics.
- › Leverage relationships with partners to enhance marketing efforts through cross-promotion.

Marketing & Promotion Methods			
Program Idea (Name or Concept): _____			
Marketing Methods	Content Developed	Contact Information	Start Date
Activity Guide			
Website			
Newspaper Article			
Radio			
Social Media			
Flyers - Public Places			
Newspaper Ad			
Email Notification			
Event Website			
School Flyer/Newsletter			
Television			
Digital Sign			
Friends & Neighbors Groups			
Staff Promotion @ Events			

Figure 5 – Marketing Methods

ENHANCE MARKETING EFFORTS WITH TARGETED MARKETING STRATEGIES

Most agencies the size of High Point's Department have at least two full time staff dedicated toward marketing efforts, with a manager spending time on more strategic initiatives while a support staff executes the tactical side, such as fliers, press releases, support for special events, program guide process, etc.

The marketing manager should also be the face of the organization and be involved in developing transparency, community relationships, media relationships, and attendance at events and corporate functions, such as Chamber events. Some similarly sized agencies have an additional staff person dedicated towards website development and management as well as online marketing.

Given the dollar expenditure for additional staff, it may be worthwhile to grow the area more slowly, starting with an additional part time support staff person. Currently the Department utilizes a part-time marketing coordinator and an administrative position to help with graphic design marketing efforts. Recreation staff supplement marketing, since the position is part-time. It is more practical for this to be centralized within a department, as it is in High Point, but freeing up the recreation staff will allow them to build more new programs. Centralizing the function also makes consistency of brand and message easier.

From a budget standpoint, the benchmark for best-in-class agencies is 4 to 5 percent of the operating budget allocated towards marketing activities. There should be a connection between the revenue side of the Department and marketing activities. Many times, marketing is disconnected from the financial results

of the organization and there is a lack of alignment between marketing efforts and resources invested.

A good understanding of the financial results achieved from the marketing efforts, provide Department staff an understanding of the effectiveness of the marketing mediums. There should be a correlation between marketing dollars and targeted areas that have the greatest potential to produce revenue. Golf, concessions, recreation programs and camping are currently the areas with the largest revenue potential for the Department.

Furthermore, it is critical for marketing to develop an internal customer orientation to its processes. On an annual basis, marketing should meet with other staff (recreation staff, in particular) in a group meeting and review upcoming year's goals and objectives, which ensure everyone being on the same page. Additionally, working closely with technology staff, in terms of monitoring customer registration processes, web usage patterns and data mining to measure marketing effectiveness is recommended.

Marketing staff tend to be deluged with requests, and it is hard to determine what one can do and what one cannot do, in terms of resource allocation. A common occurrence within agencies is that departments are tactical rather than strategic in their marketing approach. As a result, the focus is on individual marketing and promotions activities as opposed to an overall annual plan. This lack of system-wide and long-term plan increase inefficiency and overburdens the staff.

GOAL 4 Conduct a capacity study for programs and special facilities to understand use patterns, GAPS and opportunities for enhancements.

The Department uses facilities and parks to host their own programs as well as several partnerships and contracted programs. The Department should know the available capacity of both enrollment in programs and space at facilities. This will identify underutilized facility spaces and programs that are not achieving maximum participation. This data can be used to determine gaps and opportunities to add new programs or repurpose park and facility areas. Staff should use the data provided within the program assessment to fill gaps in facility or program vacancy or under enrollment.

Afterschool/camps, athletics, instruction and special events appear to have good service levels with the number of programs in the core areas, but some programs in within the core areas of afterschool/camps and athletics may be deficient from competition in providing services. The Department may want

to consider special interest and fitness/exercise programs when adding new programs. Some relatively popular programs from the community survey which would fall into the above categories would be senior life skills, art/dance/performing arts, aquatics, outdoor adventure, concerts/festivals/special events and health-nutrition classes. By adding all or any of these programs, the Department could fill unmet community needs.

The department should closely monitor solutions to under enrollment in programs and underused facility space. Early identification of issues will result in proactive problem-solving rather than reactive decision making. Solutions identified in one program area may be duplicated for other programs or program areas. It is important to respond to challenges during implementation and transition of new policies and practices.



Image Source: City of High Point



Image Source: City of High Point



OPERATIONS + MAINTENANCE

High Point's park system has extensive parkland, facilities, amenities and, programs. The level of maintenance required to provide a high level of service at parks and facilities for residents and visitors alike requires a comprehensive approach.

OPERATIONS + MAINTENANCE VISION

To develop and maintain parks, facilities, trails, and amenities throughout the City to meet the needs of the community neighborhoods and visitors.

GOAL 1 Revise and upgrade maintenance plan to be the foundation of operations for the current park system while accounting for internal and external needs as the system evolves.

A well-established maintenance plan will use the results of the statistically valid survey to inform prioritization and will be important to the department's success over this plan's 10-year planning horizon.

The following maintenance recommendations will improve operational efficiencies and effectiveness of the division with CAPRA accreditation standards in mind:

- › The maintenance division could benefit from a comprehensive maintenance management plan for the existing system that will establish standards to forecast management needs as the system evolves. Standards that could be used for forecasting are FTEs per acre, cost per acre, maintenance standards and the frequency of the task. Understanding these key performance indicators will assist with maintenance management as well as the cost associated with service delivery.
- › Update maintenance standards to define maintenance zones within parks, the level of maintenance required, and the frequency of the tasks. This should increase efficiencies and effectiveness of asset preservation for parkland, facilities, and amenities. Appendix VI includes examples of maintenance zones and a cost of service spreadsheet.
- › Continue using a work order system to manage the workloads of the existing system and use the data collected to forecast needed maintenance and total cost of ownership. An efficient and effective work order system will notify staff in the field when an important work order is posted and provide spaces for staff to enter the person who handled the task, the salary, the amount of time it took, and any supply or material costs.
- › Continue seeking outside contracts if there could be a cost-benefit from outsourcing can be achieved.
- › Develop design standards that account for maintenance and operational costs over the lifetime of an asset.
- › Manage sustainable operations with a cost of service model having the right pay scale for the right task and forecasting division budgetary needs as the system evolves. An example would be to have responsibilities under positions with the appropriate pay scale.
- › Develop an asset lifecycle spreadsheet for replacement of aging amenities. This will also help to understand the total cost of ownership at the beginning of acquisition or development.
- › Conduct a capacity demand study for current operations in maintenance and golf including equipment, storage, temporary storage, personnel needs, and work spaces.
- › Continue to address deferred maintenance with creative solutions and communicate the needs during budget development.

MAINTENANCE MANAGEMENT PLAN

A maintenance management plan accounts for individual amenities, facilities, and attractions while focusing on sustaining the entire park system. Best practices include the following components into the maintenance management planning process:

- Establish priorities of department leadership in terms of operations and maintenance.
- Evaluate existing maintenance and asset management elements and requirements for all Department-managed facilities.
- Identify maintenance practices and principles for the desired maintenance outcomes required for each site to support positive recreation use and support efficient use of resources.
- Create appropriate frequency standards for all maintenance tasks and compare to current practices.
- Recommend an operational budget required to support the maintenance needs of the Department.
- Develop a systematic approach to scheduling both short and long-term work (i.e., weekly priority lists along with monthly or annual work schedules) to remain proactive and adding to the deferred maintenance lists.
- Develop contractor objectives and accountability.
- Develop system inventory of maintained vs owned acres, square footage, etc. to identify unit costs along with the system requirements to maintain (i.e., staffing).
- Identify preferred percentages for a breakdown of Department, contracted, and volunteer use.
- Identify volunteer use and requirements for operations and maintenance and create a project list.
- Review and clarify design standards for various amenities.

This plan recommends refining and expanding the Department's maintenance standards to develop a more comprehensive maintenance management plan addressing the above components.



Image Source: City of High Point

GOAL 2 Assess the full need for space, staff and equipment within operations and maintenance to develop a plan to address all needs.

Throughout the Department, storage spaces are at a premium. The park system has evolved significantly since some of the maintenance operations buildings were constructed. This is most notable needs are at the Brentwood Maintenance facility and the golf courses and are significantly impeding functionality of grounds maintenance. In the field of parks and recreation, it is more exciting to focus on new amenities, facilities, or parks than maintaining the existing system. Maintenance and storage needs have historically been

thought of well after the excitement of new features fade. When older facilities were constructed, they were built to house the equipment of that time. Modern conveniences with larger and more specialized equipment requires a larger space. This is an area the Department must address to achieve the capacity to preserve equipment, conduct routine maintenance, and take on special projects in-house as the system evolves to meet the needs of the community.

SPACE DEMAND ANALYSIS

The primary goal of a space demand analysis is to identify the current and future amount of space needed to support operations and maintenance of the park system. A space demand analysis is the best practice for identifying total space available, current space allocation, any deficiencies, how much space is needed to adequately provide for maintenance operations today, and what will be needed as aging assets are replaced. An effective space demand analysis is dependent upon understanding factors like layout, design, location, stock parts, consumable

products, functionality, safety regulations, and forecasting in stages. A simple spreadsheet that accounts for categorized spaces, number of pieces of equipment, size, turning radius, maneuverability, frequency of use, weight, and regulations impacting how and where storage can occur. These calculations will provide the necessary details to determine the amount of space needed. The last step in the process is to identify all the possible solutions to challenges identified from the space demand analysis.

GOAL 3 Address deferred maintenance, aging assets and infrastructure.

The Department is facing a challenge with the level of deferred maintenance. Deferred maintenance refers to scheduled maintenance that, for whatever reason, was not performed as scheduled and is still currently not resolved. The Department is implementing a best practice with tracking deferred maintenance and progress. Staff are actively managing workloads by monitoring the amount of work, allocating funds, regularly inspecting parks and facilities, reprioritizing as conditions change, and updating elected and appointed officials with the deferred maintenance progress. Deferred maintenance is not uncommon within park systems serving larger populations

that may have had difficulty during the economic recession. A proactive approach to managing deferred maintenance and avoiding a growing amount is to develop a plan (stand alone or incorporated into the maintenance management plan) and keep a list to be updated annually to show progress, know what is remaining, and what the estimated funding amount necessary to address all deferred maintenance. This conscious approach will help slow the growth of deferred maintenance, alleviate the amount, and ultimately bring deferred maintenance into a manageable balance.

Goal 4 Improve efficiencies and effectiveness across all department divisions through updated and approved job descriptions, policies, and procedures.

Using CAPRA standards as a framework for improved policy will help the City reach accreditation and improve internal operations. The Department will need to dedicate the resources to develop additional policies and procedures along with an implementation plan.

The following recommendations are intended to improve operational efficiencies and effectiveness of the Department with CAPRA Accreditation Standards in mind.

- › It is important for leadership positions to know their role in developing policy. Update and further define the process for developing policies for divisions and leadership positions. Train staff on the discretion to develop policies and the process for consideration specific to their area of responsibility.
 - › Develop statements of purpose for each major function of the Department that guides the work and the outcomes.
 - › Develop an administrative manual that outlines the Department's business operations including policies and procedures to achieve the outcomes and mandates. The manual will support CARPA Accreditation and serve as an important part of the onboarding process.
- › Develop and regularly update the communications systems and process of public information to ensure accurate and timely sharing of information.
- › Update records management policy and procedures to ensure compliance.
- › Update job descriptions for new skills required, certifications acquired by existing employees, and vacant positions to align job descriptions and outcomes.
- › Invest in each employee's professional development and a succession plan.
- › Energize the Department's job postings to entice potential applicants by emphasizing the features, advantages, and benefits of employment including the culture and value of people in the posted position.
- › Develop an excellent customer service environment through regular training for all staff in all areas of the Department.
- › Consider the hiring of a full-time marketing and communications manager to fill the gap in this function of the Department

Department staff have expressed a difficulty with attracting and retaining new employees. While the City continues to review and adjust salaries, the Department should work simultaneously to make positions more attractive to applicants. The Department should maximize use of hiring and recruiting technology to attract the best applicants by emphasizing employment aspects most important to prospective employees.

These attractive aspects of employment include features, advantages, and benefits. Features are the importance of the agency and position, what it entails, and what it takes to succeed in the role. Advantages are the culture, professional development, and work-life integration. Benefits are the compensation and benefits package. It is important to be competitive in attracting and retaining employees and the foundation

of this is the compensation and benefits package. Knowing what employment competitors offer and ensuring that the Department meets or exceeds those offerings when possible is important for hiring and retaining qualified applicants.

There are options outside of hiring new staff for filling staffing gaps. Strategies for filling these functional gaps include managing workload distribution, strategically pursuing partnerships, contracting services in needed areas, and prioritizing professional development of existing staff with available workload capacity. Succession plans identify professional development needs for positions and employees aspiring to move up in the Department. A succession plan can also minimize disruption when a long-serving employee moves on from a position.

The position is open until February 17, 2017
Starting salary range: \$50,000-\$54,000/year



Why is this position important to Brownsburg Parks?

This Assistant Director is an integral part in the overall direction of our recreation services including ensuring quality standards are met with operations as well as management of recreation facilities, personnel, program/event development, customer service and finances.



About the position

This team member will operate in a fast paced, growing environment spending time in the office and out in the community involved in the various programs, activities and events that are offered year-round. Throughout a typical work week, which will include evenings and/or weekends, **this individual will serve as a resource to the recreation team**, coordinating and assisting them with the various services offered each week. This team member will serve as a consultant to outside organizations and **seek out various partnerships that help Brownsburg Parks maximize resources** in order to offer high quality recreation services that have been deemed necessary by the community.



Who are we looking for?

This team member should be passionate about parks and recreation and ready to continue to grow our services to meet the community's needs and demand. Also someone who is able to communicate effectively while conveying a positive message, as well as organize, self-direct and manage multiple projects at one time. This ideal candidate should also have **the ability to make sound decisions through good judgement, problem solve independently; know community needs and trends, the value of work-life integration** and be able and willing to learn continuously as well as embrace change and/or challenges that arise in a fast paced environment. It is preferred that the team member have a Bachelor's Degree in Parks and Recreation or a related field and/or 5-7 years' experience in the field.

Are we what you are looking for?



Our Culture

We work to cultivate and protect a culture where our team, through hard work, continues to learn and challenge each other while developing new ideas that enhance the services we offer to the Brownsburg community. **We are advocates of developing each individual team member to help further their professional goals and our overall mission.** We also understand time away from the office is needed and work with each individual to help them achieve a strong work-life integration.

Brownsburg Parks' Mission

To maximize resources in providing beautiful parks, recreation activities, and facilities to the Brownsburg community that enhances the residents' health and promotes economic vitality for long-term sustainability.

Brownsburg Parks' Vision

To enhance the quality of life in Brownsburg and further its economic development goals to create a community of choice to live, work, and play now and for future generations.

Figure 6 - Sample return on investment analysis for email and mail marketing. Numbers are for illustrative purposes only.

GOAL 5 Improve marketing and public relations to better communicate what park and recreation opportunities exist throughout the City.

Results of the statistically valid survey indicate one of the greatest barriers to attending City administered recreation programs is the lack of information expressing what is available. Data collected as part of the benchmarking study indicates the City spends

around \$32,000 of their operating budget on marketing and public relations (PR). Additional investment in marketing can often result in increased participation and in turn, additional revenue generation.

MARKETING RESPONSIBILITIES

Two areas where the Department could make improvements are the policies specific to marketing and communications, and service delivery. Improved marketing management will benefit recreation revenue generation, customer engagement, awareness, brand identity, telling the Department's story, and celebrating community. There is an opportunity to develop policies and procedures in marketing and communications where divisions work together to deliver on the mission.

Enhanced service delivery will help provide a common understanding of mandated policies requiring compliance across the Department versus service delivery policies specific to an area of operations. Service delivery policies empower managers to recognize needs, recommend new policy, amend policy language for approval and implement approved policy as a mechanism to address and solve operations issues. Developing policies and procedures including policy development, statements of purpose, operation manuals specific to parks and recreation, communications systems, records management, job descriptions, and onboarding will help streamline operations and develop a deeper understanding of policy management for staff.

From a staffing perspective, departments that are a similar size as High Point have at least two full-time staff dedicated toward marketing efforts, with a manager spending time on more strategic initiatives while a support staff executes the tactical side, such as flyers, press releases, support for special events, program guide process, etc.

The marketing manager should be the face of the organization and be involved in developing transparency, community relationships, media relationships, and attending events and corporate functions, such as Chamber events. Some similarly sized agencies have an additional staff person dedicated towards website development and management as well as online marketing.

Given the dollar expenditure for additional staff, the Department should consider growing a marketing team

at a manageable pace, starting with an additional part-time support staff person. Currently the Department utilizes a part-time marketing coordinator and an administrative support position to help with graphic design marketing efforts. Other administrative staff supplement marketing duties relative to data entry into the website and online registration software. It is more practical for marketing efforts to be centralized within the department, as it is in High Point. That said, staff from other divisions contributing to marketing responsibilities will allow them to bring knowledge from their area of responsibility to the marketing team to more effectively execute the promotion of services. Keeping the marketing centralized also ensures consistent branding and messaging.

The benchmark for best-in-class agencies is 4% - 5% of the operating budget allocated towards marketing activities. There should be a connection between the revenue side of the Department and marketing activities. Many times, marketing is disconnected from the financial results of the organization and there is a lack of alignment between marketing efforts and resources invested.

Having a good understanding of the financial results achieved from marketing efforts provide Department staff an understanding of the effectiveness of the marketing mediums. There should be a correlation between marketing dollars and targeted areas that have the greatest potential to produce revenue. In High Point's current situation, the targeted areas are golf, concessions, recreation programs, and camping.

Furthermore, it is critical for marketing to develop an internal orientation to its processes. On an annual basis, the marketing team should meet with staff, who manage facilities and/or plan programs, to review the upcoming year's goals and objectives and ensure all staff is aware. Department staff can work closely with City staff to measure marketing effectiveness using customer registration processes, web usage patterns, and data mining as metrics.

Marketing staff tend to be deluged with requests and must determine what tasks can be completed based on resource allocation. A common occurrence within agencies is that departments are tactical rather than strategic in their marketing approach. As a result,

the focus is on individual marketing and promotions activities as opposed to an overall annual plan. The lack of a system-wide, long-term plan increases inefficiency and overburdens the staff.

MARKETING RETURN ON INVESTMENT

As budgets have the potential to shrink and newer revenue streams are harder to come by, it has become imperative for every agency to evaluate spending to ensure maximum return on the investment. While it may be unrealistic to be able to accurately track the return on all marketing spent, it would be useful to establish certain tracking measures that would help the staff make informed decisions. The following outlines the process and provides the ROI template that could be used to evaluate the Department's marketing initiatives.

The process recommendations to track user information and participation metrics include:

- › **Encourage user sign-up for the Department's email database**
Provide incentives through discounts or promotions through the website alone. An example would be to offer early bird registration for Winter 2018 programs through the website only. This would help identify the effectiveness of the newsletter and encourage additional sign-up for email blasts.
- › **Short Messaging Service Codes (SMS)**
Offer unique offers with event or program-specific codes to those who opt-in to receive messages. It would be easy to track source of information through unique codes.
- › **Social Networking Groups**
Those who are 'fans' on Facebook could also be provided specific incentives, similar to email blasts, to sign up.
- › **Web analytics** (e.g. Google Analytics)
Google Analytics can help the Department identify the most popular pages, and sections or sub-sections that users view. Additionally, information regarding key phrases entered into search engines to locate web sites driving the most traffic to the Department site will also be available.

- › **Track sources of information during registration, special events and at facilities**

Ensure every program registration format obtains the source of information that drove the participant to sign up for the program. During special events, partner with High Point High School or other institutions to utilize students as part of a data-collection drive which identifies sources of information for the participant.

- › **Build database identifying sources of information for participants and corresponding revenue generated**

By developing the database that documents the sources of information used by respondents and the corresponding fee / dollar spending for those programs, it would be possible to identify individual marketing methods and the corresponding revenue generated by them by drawing in participants.

- › **Document true costs of marketing**

Utilize the Cost of Service Model's structure to track true costs of marketing for a specific activity or program, event, or facility. The true cost would include all direct costs associated with the activity including cost of printing, mailing, buying advertisements etc. It would also include direct and overhead staff time allocated towards it.

A basic formula and a model that will help staff track and calculate ROI is shown in the figure below.

$$\text{Marketing ROI} = \frac{\text{Contribution (\$) generated from externally referred customers}}{(\text{\$) for staff interaction and other cost to manage and engage in the process}}$$

The figure below depicts sample ROI for email and direct mail marketing. The input variables refer to those that the staff must fill in for each marketing medium.

The output variables are driven by the model and will automatically adjust to the input variables.

Email Marketing		Direct Marketing	
	Input		Input
Total # of Emails Sent	2,500.00	Total # of Postcards Sent	10,000.00
Total Cost (Direct / Indirect)	\$ 500	Total Cost (Direct / Indirect)	\$ 2,500
Response Rate (%)	30.0%	Response Rate (%)	10.0%
Conversion Rate (%)	10.0%	Conversion Rate (%)	10.0%
Average Spending by Buyer (\$)	\$ 20.00	Average Spending by Buyer (\$)	\$ 12.00
	Output		Output
Total # of Emails	2,500.00	Total # of Postcards	10,000.00
Total Cost	\$ 500	Total Cost	\$ 2,500
Cost / Unit	\$ 0.20	Cost / Unit	\$ 0.25
Response Rate (%)	30%	Response Rate (%)	10%
# of Responses	750	# of Responses	1,000.00
Cost / Responder (\$)	\$ 1	Cost / Responder (\$)	\$ 3
Conversion Rate (%)	10%	Conversion Rate (%)	10%
# of Buyers	75	# of Buyers	100
Cost / Buyer (\$)	\$ 6.67	Cost / Buyer (\$)	\$ 25.00
Revenue Generated	\$ 1,500.00	Revenue Generated	\$ 1,200.00
Net Profit / Loss	\$ 1,000.00	Net Profit / Loss	\$ (1,300.00)
Response Rate (% of responses expected from the total list)			
Conversion Rate (% of respondents that will make a purchase)			
Buyer = Participants			

Figure 7 - Sample return on investment analysis for email and mail marketing. Numbers are for illustrative purposes only.



FINANCES

A parks and Recreation department of a size and scale of High Point, necessitates financial analysis in order to maximize department success and sustainability. The following vision of department finances along with associated goals is outlined below.

FINANCES VISION

To ensure the Department meets its yearly cost recovery goals and achieves maximum cost benefit of parks and recreation operations for the residents of the city.

Goal 1 Develop a full cost of service assessment for the Department to determine unit costs in parks.

To develop specific cost recovery targets, full cost of accounting needs to be created for each class or program that accurately calculates direct and indirect costs. Cost recovery goals are established once these numbers are in place, and program staff should be trained on this process.

A cost of service analysis should be conducted for each program or program type that accurately calculates direct (i.e., program-specific) and indirect (i.e., comprehensive, including administrative overhead) costs. Completing a cost of service analysis not only helps determine the true and full cost of offering a program but provides information that can be used to price programs based upon accurate delivery costs. The figure below illustrates the common types of costs that must be accounted for in a cost of service analysis.

The methodology for determining the total cost of service involves calculating the total cost for the activity, program, or service, then calculating the total revenue earned for that activity. Costs and revenue

can also be derived on a per unit basis. Program or activity units may include:

- › Number of participants
- › Number of tasks performed
- › Number of consumable units
- › Number of service calls
- › Number of events
- › Required time for offering program or service

Agencies use cost of service analysis to determine what financial resources are required to provide specific programs at specific levels of service. Results are used to determine and track cost recovery for individual programs and serve as benchmarking measurement for comparison among programs. Cost recovery goals are established once cost of service totals have been calculated. Program staff should be trained on the process of conducting a Cost of Service Analysis, and the process should be undertaken on a regular basis.



Figure 8 – Total Cost of Service

The planning team recommends that Mini Business Plans (2-3 pages) for each Core Program Area be updated on a yearly basis. These plans should evaluate the Core Program Area based on meeting the outcomes desired for participants, cost recovery, percentage of the market and business controls, cost of service,

pricing strategy for the next year, and marketing strategies that are to be implemented. If developed regularly and consistently, they can be effective tools for budget construction and justification processes in addition to marketing and communication tools.

Goal 2 Develop and Adopt cost recovery goals for Recreation, Special Facilities, Parks and Administration Divisions to achieve equity, revenue production efficiency and redistribution of income.

The department should identify cost recovery goals for recreation, special facilities, parks and administration divisions at a minimum and for specific programs or events when possible. Cost recovery goals will be a range of the acceptable percentage of the total cost that is recovered through any revenue the division generates. The Department's core program areas as described in the program analysis would serve as an effective breakdown for tracking cost recovery metrics, which could group programs with similar cost recovery and subsidy goals. Determining cost recovery goals and using them to inform pricing decisions involves a three-step process:

1. Classify all programs and services based on the public or private benefit they provide (as recommended in the programming action and implementation plan)
2. Conduct a cost of service analysis to calculate the full cost of each program
3. Establish Department policies for cost recovery percentage for each program or program type based on the outcomes of the previous two steps and adjust program prices accordingly

GOAL 3 Increase revenues and decrease expenses to achieve cost recovery goals.

The Department has three of its four cost centers trending upward in cost recovery and revenue generation. To continue to build upon this success, the Department will need to explore new funding sources and continue to revisit the fee structure and charges annually. The Department should explore the funding sources identified and determined to have an acceptable implementation feasibility. Identifying new funding sources will help fund unmet needs as well as update amenities within the park system. In addition, exploring a more diverse variable pricing strategy after completing the Cost of Service Analysis should help align fees and charges of the most popular programs and services to market value.

Department staff is making a conscious effort to contain costs in operations and maximize benefits to residents. Continued efforts to manage costs can be built upon by updating the financial policies and

cost benefit analysis of in-house versus contracted services. Updating policies to include goals and outcomes when they change increases the goal being achieved and increases accountability, giving direction to staff. All policies should be considered to determine whether any policies are inadvertently working against the stated goals of this plan. Financial policies should have CAPRA accredited standards incorporated into the language. A cost-benefit analysis of in-house versus contracted services requires understanding the cost of service first. Analyzing the data demonstrates fiscal stewardship of the City's resources. In addition, proactively managing resources to avoid unnecessary overhead can contribute to a higher cost recovery and efficient delivery of service. This approach can provide historical data beneficial to scheduling programs when tracked and reported.

GOAL 4 Diversity capital funding strategies to help fund deferred maintenance costs.

CAPITAL FUNDING

Deferred Maintenance

Deferred maintenance is the postponing of maintenance activities in order to save costs, meet budget funding levels, or realign available budget dollars elsewhere. Deferred maintenance is not uncommon in the field of parks and recreation when a municipality has many priorities and limited funds to address all of them. Departments look to postpone projects and/or maintenance to conserve costs during these times. Unfortunately, this approach is a temporary solution to what can become a long-term problem. A counter approach can become necessary when this happens for several years. In the section below, "Moving the Department Forward", the planning team addresses some approaches to alleviate the deferred maintenance, along with lifecycle replacement and new capital improvements.

Lifecycle Replacement

Lifecycle replacement is a term used in asset management when an asset is close to the end of its life and has depreciated to where it is cost prohibitive to repair. In this case, the money is better spent replacing the asset and planning for its depreciation. The best practice to address lifecycle replacement is to establish a depreciation schedule. A depreciation schedule is a non-cash expense that addresses the use of fixed capital assets (i.e. a playground, building, or equipment) over time. Every year, a portion of the fixed asset's value is budgeted as an expense and placed into a reserve fund to address replacement when appropriate. The depreciation schedule is a valuable spreadsheet to the impact of large costs to maintain the system.

Capital Improvements

Capital improvements is the addition of a permanent structural change or the restoration of some aspect of a property that will either enhance the property's overall value, increase its useful life or adapt to new purposes/uses. To help address the needs and trends identified as part of this Comprehensive Master Plan, the planning team worked with the City to develop alternatives to be used in conjunction with general fund dollars to move the department forward.

Moving the Department Forward

As part of the Comprehensive Master Plan, the City asked for creative solutions to address the many capital needs present and future. In the Recommendations Section of the Plan are approaches that individually will help, but when used in combination with others can be a creative multi-faceted approach to deferred maintenance, lifecycle replacement and capital improvements. It is best practice to use these approaches as appropriate to the City's overall efforts to provide services to the community.

Approaches to Capital Needs

The City should explore initiating a combination of the following to address all needs:

- › Reallocating unspent general fund budget dollars annually to help alleviate deferred maintenance
- › Establish a percentage of the allocated annual budget to asset depreciation for lifecycle replacement, place into reserve fund and use at the appropriate time to replace assets.
- › Issue bonds to help fund deferred maintenance, lifecycle replacement and capital improvements currently needed.
- › Augment the expense budgets for recreation and special facilities with earned income to save on operational costs. This will allow the Department to increase the budgeted dollars reallocated to priorities in deferred maintenance, lifecycle replacement and new capital improvements.

- › Explore and implement all appropriate funding alternative for capital improvements, such as:

Corporate Sponsorships:

Corporations can also underwrite a portion or all of the cost of an event, program, or activity based on their name being associated with the service. Sponsorships typically are title sponsors, presenting sponsors, associate sponsors, product sponsors, or in-kind sponsors. Many agencies seek corporate support for these types of activities.

Private Foundation Funds:

Nonprofit community foundations can be strong sources of support for The Departments and should be pursued for specific park and recreation amenities. This can come from a community foundation or a private foundation. Most large park systems have their own parks foundation as well.

Recreation and Park Impact Fees:

implementing a recreation impact fee if the Department wanted to pursue these funds from developers. Impact fees generally provide some capital funds but rarely are they sufficient to provide full funding of large projects.

Nonprofit Organizations:

Nonprofit organizations can provide support for green space and parks in various ways. Examples include the following:

- **Conservancy or Friends Organization:** This type of nonprofit is devoted to supporting a specific park like Centennial Park. These Park Conservancy's or Friends Groups are a major funding source for parks in the United States.
- **Greenway Foundations:** Greenway foundations focus on developing and maintaining trails and green corridors on a County-wide basis. Departments could seek land leases along their trails as a funding source, in addition to selling miles of trails to community corporations and nonprofits. The development rights along the trails can also be sold to local utilities for water, sewer, fiber optic, and cable lines on a per mile basis to support development and management of these corridors. Some greenway foundations have created its own specific Greenway Trail license plate to help support the development and maintenance of trails.
- **Floodway Funding Sources:** Many cities and counties have used floodway funding sources to support development and operations of greenways.

Local, State and Federal Grant Opportunities:

- Land & Water Conservation Fund Grant
- Recreational Trails Program Grant
- NC Parks and Recreation Trust Fund
- Local Nonprofit Foundation Grants

Naming rights

- **Corporate Naming Rights:** In this arrangement, corporations invest in the right to name an event, facility, or product within a park in exchange for an annual fee, typically over a ten-year period. The cost of the naming right is based on the impression points the facility or event will receive from the newspapers, TV, websites, and visitors or users to the park. Naming rights for park and recreation facilities are typically attached to sports complexes, amphitheaters, recreation centers, aquatic facilities, stadiums, and events. Naming rights are a good use of outside revenue for parks, recreation facilities or special attractions.



Image Source: City of High Point



Image Source: <https://www.joseph-adams.com/?p=297>

CITY OF HIGH POINT

AGENDA ITEM



Title: Construction Manager At Risk (CMAR) Professional Services

From: Terry Houk – Public Services Director
Derrick Boone – Public Services Asst. Director **Meeting Date:** February 5, 2018
Trevor Spencer, PE – Projects Engineer

Public Hearing: N/A **Advertising Date:** December 22, 2017
Advertised By: Purchasing

Attachments: N/A

PURPOSE:

The City has budgeted for improvements for water, sewer and stormwater infrastructure in the downtown area adjacent to the catalyst project.

BACKGROUND:

On January 24, 2017 proposals were received from contractors to provide Construction Manager At Risk (CMAR) Professional Services to support the Public Service Department in upgrading and/or replacing infrastructure that would be impacted by the Catalyst Project. The following submitted proposals:

Harper Corporation, Whitling-Turner Contracting Company, Samet Corporation, TA Loving Company, The Haskell Company, and Garney Companies, Inc.

A review of the proposals was performed by a team consisting of Terry Houk, Robby Stone, Derrick Boone and Erik Conti. The following three firms were then selected for a presentation to the group:

Harper Corporation, The Haskell Company, and Garney Companies, Inc.

An evaluation matrix was compiled and used to establish who the team thought could best perform the duties of the CMAR contractor.

BUDGET IMPACT:

No funds are committed at this time.

RECOMMENDATION / ACTION REQUESTED:

The Public Services Department recommends approval of Garney Companies, Inc. as the Construction Manager At Risk contractor, and authorization for the appropriate City Official to negotiate terms of the contract.



RFQ RECOMMENDATION

REQUEST FOR COUNCIL APPROVAL

DEPARTMENT: Public Services

COUNCIL AGENDA DATE: February 5, 2018

RFQ NO.: 29-012418

DATE OPENED: 1/24/18

DESCRIPTION:

On January 24, 2017 proposals were received from contractors to provide Construction Manager at Risk (CMAR) professional services to support Public Services in upgrading and/or replacing infrastructure that would be impacted by the Catalyst Project.

PURPOSE:

The City has budgeted for improvements for water, sewer and stormwater infrastructure in the downtown area, adjacent to the catalyst project.

COMMENTS:

The CMAR delivery method for utility construction at the catalyst project area is necessary to meet deadlines for the stadium construction.

RECOMMEND AWARD TO: Garney Companies, Inc.

AMOUNT: \$0.00

JUSTIFICATION:

A review of the proposals was performed by an evaluation team. Garney Companies, Inc. was selected based on their proposal, presentation and experience.

ACCOUNTING UNIT	ACCOUNT	ACTIVITY	CATEGORY	BUDGETED AMOUNT
TOTAL BUDGETED AMOUNT				

DEPARTMENT HEAD:

Terry Lynn Houch

DATE: 2-2-18

The Purchasing Division concurs with recommendation submitted by the Public Services and recommends award to Garney Companies, Inc. in the amount of \$0.00.

PURCHASING MANAGER:

CSH

DATE: 2/5/18

Approved for Submission to Council

FINANCIAL SERVICES DIRECTOR:

Jonathan

DATE: 2/5/18

CITY MANAGER:

Gregory Dando

DATE: 2/5/18

AN ORDINANCE AMENDING “THE CITY OF HIGH POINT, NORTH CAROLINA DEVELOPMENT ORDINANCE,” PURSUANT TO SECTION 2.4.19, ZONING MAP AMENDMENT, OF THE DEVELOPMENT ORDINANCE.

WHEREAS, the City Council of the City of High Point adopted “The City of High Point Development Ordinance” on May 16, 2016 with an effective date of January 1, 2017, and subsequently amended;

WHEREAS, public hearings were held before the Planning and Zoning Commission of the City of High Point on November 13, 2018 and before the City Council of the City of High Point on December 3, 2018 regarding **Zoning Map Amendment Case 18-21 (ZA-18-21)** a proposed amendment to the Official Zoning Map of the “City of High Point Development Ordinance”;

WHEREAS, notice of the public hearings were published in the High Point Enterprise on November 4, 2018, for the Planning and Zoning Commission public hearing and on November 21, 2018 and November 28, 2018, for the City Council public hearing pursuant to Chapter 160A-364 of the General Statutes of North Carolina; and

WHEREAS, the proposed amendment was adopted by the City Council of the City of High Point on **December 3, 2018**.

THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HIGH POINT:

SECTION 1

That the Official Zoning Map of the City of High Point be amended to establish the following described area as a: **Conditional Zoning Institutional (CZ-OI) District**. The property is approximately 0.17 and lying along the south side of Montlieu Avenue, approximately 300 feet east of N. Hamilton Street. The property is also known as Guilford County Tax Parcel 0189728.

SECTION 2

That the property herein described shall be perpetually bound by the following use(s) authorized and condition(s) imposed, unless subsequently changed or amended as provided for by the Development Ordinance.

Part I. **USES:**

Only a Single family detached dwelling use type or a Commercial Parking surface lot, as permitted in the Office Institutional (OI) District, shall be permitted subject to the standards of the Development Ordinance and the specific conditions listed in this ordinance.

Part II. **CONDITIONS:**

Transportation Conditions.

The City of High Point Transportation Director shall approve the exact location and design of all access points and improvements.

SECTION 3

That plans for any development on the property described herein shall be pursued in accordance with this conditional zoning district and shall be submitted to the City of High Point and other approval authorities for review in the same manner as other such plans that are required to be approved by the City of High Point.

SECTION 4

Should any section or provision of this ordinance be declared invalid, such decision shall not affect the validity of the remaining portions of this ordinance.

SECTION 5

That all ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 6.

This ordinance shall become effective upon the date of adoption.

3rd day of December, 2018,

Lisa B. Vierling, City Clerk

CITY OF HIGH POINT

AGENDA ITEM



Title: Zoning Map Amendment 18-18
(Dennis Bunker et al.)

From: Lee Burnette, Planning & Development
Director

Meeting Date: December 3, 2018

Public Hearing: Yes

Advertising Date: November 21, 2018, and
November 28, 2018

Advertised By: Planning & Development

Attachments: A. Planning and Zoning Commission Recommendation
B. Staff Report
C. Zoning Ordinance

PURPOSE:

A request by Dennis Bunker et al. to rezone approximately 65.1 acres from a Conditional Zoning Residential Single Family-5 (CZ RS-5) District and the Residential Single Family- 20 (RS-20) District, within Forsyth County's zoning jurisdiction, to a Conditional Zoning Residential Multifamily-16 (CZ RM-16) District. The site is lying northeast of the intersection of N. Main Street and Delray Avenue, and east of Monteray Circle. Approval of this rezoning request is contingent upon City Council approval of a voluntary annexation request.

BACKGROUND:

The staff report and the Planning & Zoning Commission's recommendation are enclosed.

BUDGET IMPACT:

There is no budget impact.

RECOMMENDATION / ACTION REQUESTED:

- A. Staff recommended **approval with amendments** to transportation conditions, as outlined in the attached staff report.
- B. On November 13, 2018, a public hearing was held before the Planning and Zoning Commission regarding Zoning Map Amendments 18-18. The Planning & Zoning Commission recommended **approval** of these requests, with amendments submitted by the applicant, by a vote of 5-0.

PLANNING AND ZONING COMMISSION RECOMMENDATION

Dennis Bunker et al.

Zoning Map Amendment 18-18

At its November 13, 2018 public hearing, the Planning and Zoning Commission reviewed a request to rezone approximately 65.1 acres (ZA-18-18) and to rezone approximate 7.9 acres (ZA-18-19) to a Conditional Zoning Residential Multifamily-16 (CZ RM-16) District. All members of the Commission were present except for Ms. Angela McGill, Ms. Marie Stone, Mr. Andrew Putnam and Mr. Ray Wheatley. Mr. Herbert Shannon, Senior Planner, presented the case. Staff initially recommended approval of these two requests. However, during the public hearing the applicant submitted revised transportation conditions that were objected to by the Transportation Department.

Speaking on the request:

Speaking in opposition to the request was Mr. Ralph Gibson and Ms. Anjanette Gibson, 3908 N. Main Street, High Point. They expressed concerns with noise impact on new homes from the abutting quarry, and traffic impact from 600 new home on the N. Main Street & NC 66 intersection, which is only a 4-way stop.

Speaking in favor of the request, on behalf of the applicant, was Ms. Judy Stalder, 665 N. Main Street, High Point. Ms. Stalder provided an overview of the proposal to develop a 600-unit mixed residential development. Based on discussions their development team has had with NCDOT, she submitted a revised set of transportation conditions as it is unclear at this time the manner of access that will be supported by the NCDOT to NC 66. Also, speaking in favor was the applicant, Mr. Dennis Bunker, 1140 Dilworth Crescent ROW, Charlotte, NC and the applicant's engineer Mr. Chuck Truby, President of CPT Engineering and Surveying, Inc., 4400 Tynning Street, High Point.

Mr. Greg Venable, City of High Point Transportation Planning Administrator, also spoke. He stated the Transportation Department had an agreement with the applicant on transportation conditions for these two Zoning Map Amendments. They only recently became aware of the new conditions from the applicant and they cannot accept them as they do not fully address access and public safety concerns. Furthermore, the amended conditions remove road improvement conditions on N. Main Street that were adopted under a previous zoning approval for the 58-acre portion of the site that is already in the City. Mr. Venable submitted to the Commission amended conditions from the Transportation Department in response to the applicant's new conditions.

Planning & Zoning Commission Action

Consistency & Reasonableness Statements

Subject to approval of Plan Amendment 18-06, the zoning meets the goals and objectives of the Northwest Area Plan. Furthermore, the commission stated that the conditions offered by the applicant mitigate the potential impacts from the proposed mixed residential development upon adjacent properties.

The Planning & Zoning Commission adopted these statements by a vote of 5-0.

Zoning Map Amendment

The Commission recommended **approval** of Zoning Map Amendment 18-18, by a vote of 5-0, with the amended transportation conditions submitted by the applicant.

**CITY OF HIGH POINT
PLANNING AND DEVELOPMENT DEPARTMENT**

**STAFF REPORT
ZONING MAP AMENDMENT 18-18**

November 26, 2018

(Revised)

Request	
Applicant: Dennis Bunker	Owners: Dennis Bunker, KMBunker Holdings LLC and Equity Trust Company, Custodian FBO
Zoning Proposal: To rezone approximately 65 acres, which includes establishing initial City zoning a 6.7-acre parcel.	From: RS-20 Residential Single Family–20 District (Forsyth County) CZ R-5 Conditional Zoning Residential Single Family–5 District
	To: CZ RM-16 Conditional Zoning Residential Multifamily -16 District

Site Information	
Location:	The site is lying northeast of the intersection of N. Main Street and Delray Avenue, and east of Monteray Circle.
Tax Parcel Numbers:	Forsyth County Tax Parcels 6882-88-2913.00 and 6882-87-3851.00
Site Acreage:	Approximately 65 acres
Current Land Use:	Single family dwelling and undeveloped parcel
Physical Characteristics:	The has a moderate to severely sloping terrain with a perennial stream and 100-year flood zone along its eastern boundary. The steeper terrain is along the eastern 1/3 of the site next to this stream corridor.
Water and Sewer Proximity:	A 12-inch City water line lies adjacent to the site along N. Main Street and a 12-inch City sewer line runs along the eastern boundary of the site within the stream corridor.
General Drainage and Watershed:	The site drains in a southeasterly direction and is within the Yadkin Pee-Dee (non-water supply) watershed. Based upon the acreage and allowable development intensity, stormwater controls are required.
Overlay District:	None

Adjacent Property Zoning and Current Land Use			
North	RS-20	Residential Single Family-20 District (Forsyth County)	I-74 corridor
South	RS-20 RM-12 LB	Residential Single Family-20 District Residential Multifamily-12 District Limited Business District (All within Forsyth County)	Single family dwellings, retail sales of RV Parts, mobile home park and undeveloped parcels
East	RS-20	Residential Single Family-20 District (Forsyth County)	Undeveloped parcels
West	RS-20	Residential Single Family-20 District (Forsyth County)	Undeveloped parcels

Relevant Land Use Policies and Related Zoning History	
Land Use Plan Map Classification:	The site currently has a Low-Density Residential Land Use Map classification. Subject to approval of Plan Amendment 18-06, the site will have a Medium Density Residential classification which includes a variety of attached dwellings, generally including higher density townhouses and less land-intensive multi-family housing such as garden apartments. Development densities shall range from 8 to 16 units per gross acre.
Community Growth Vision Statement	<u>Obj. 1B</u> : Preserve and link environmentally sensitive lands such as floodplains, wetlands and steep slopes. <u>Obj. 5E</u> : Require that street systems connect with one another whenever possible to move all modes of traffic efficiently, to avoid congestion along key corridors, to improve traffic and pedestrian safety, and to enhance emergency management access.
Land Use Plan Goals, Objectives & Policies:	The following goals and objective of the Land Use Plan are relevant to this request: Goal #1: Ensure that development respects the natural environment. Goal #3: Provide a wide range of housing opportunities for families of all income levels. Obj. #2. Protect and preserve environmentally sensitive locations including designated open space and watershed critical areas from inappropriate development.
Relevant Area Plan: <i>Northwest Area Plan</i>	<u>Goal 1</u> : Protect the natural environment and its many features. Objective 1a: Preserve streams, wetlands and steep slopes through the siting of development in appropriate locations. <u>Goal 2</u> : Achieve high quality development in the built environment. Objective 2d: Provide for residential development at a variety of densities and affordability levels.
Zoning History:	In 2007, approximately 58 acres of this current zoning site was annexed and granted a single family residential zoning (former CU RS-7) under Zoning Map Amendment 07-29 (ZA-07-29). In 2016, under Zoning Map Amendment 16-04 (ZA-16-04), the zoning conditions were revised to clarify access and road improvements conditions and to limit development intensity to 150 single family dwellings unless a new Traffic Impact Analysis is completed.

Transportation Information			
Adjacent Streets:	Name	Classification	Approx. Frontage
	N. Main Street	Major Thoroughfare	530 ft.
	Delray Avenue	Local Street	365 ft.
	Beechnut Drive	Local Street	180 ft.
	Monteray Circle	Local Street	450 ft.
Vehicular Access:	N Main Street, Delray Avenue and Monteray Circle.		
Traffic Counts:	N. Main Street	3,400 AADT (NCDOT 2015 Traffic Counts)	
(Average Daily Trips)	NC66	5,700 AADT (NCDOT 2015 Traffic Counts)	
Estimated Trip Generation:	At buildout (600 dwelling units) the development is estimated to generate approximately 4,146 daily trips, with approximately 366 PM peak hour trips.		

Traffic Impact Analysis (TIA):	Required		TIA Comments
	<u>Yes</u> X	<u>No</u>	See attached TIA executive summary
Conditions:	<u>Access</u> 1. The rezoning site shall be limited to one point of access to N. Main Street. Subject to North Carolina Department of Transportation (NCDOT) approval, this access point shall consist of realigning Delray Drive to intersect N. Main Street opposite Cedarwood Trail. The realignment of Delray Avenue shall be completed as part of any development within Tract A or B. 2. The rezoning site shall be limited to one (1) point of access to Monteray Circle and one (1) point of access to Delray Avenue. 3. No lot shall have direct access to N. Main Street. 4. The developer shall provide two public street right-of-way stubs to the site's southern boundary <u>Improvements (Turn Lanes):</u> 1. The property owner shall provide an eastbound left lane at the intersection of N. Main Street and Delray Avenue/Cedarwood Trail. This improvement shall be installed concurrent with any development on Tract A or B. 2. The property owner shall provide a southbound left turn lane on NC 66 at the Thomas Street intersection. This improvement shall be installed concurrent with any development on Tract C or D. <u>Improvements (roads)</u> The property owner shall connect to Monteray Circle and shall improve Monteray Circle from the western property boundary of the zoning site to the existing pavement to minimum NCDOT standards. This improvement shall be installed concurrent with any development on Tract A, B or C.		
Pedestrian Access:	Development of the site is subject to the sidewalk requirements of the Development Ordinance.		

School District Comment				
The following comments, from the Winston-Salem/Forsyth County Schools, pertain to the construction of a 600 unit mixed residential development for ZA-18-18 and ZA-18-19.				
Local Schools:	Enrollment: 2018 - 2019	Maximum Design Capacity:	Mobile Classrooms:	Projected Additional Students:
Union Cross Elementary	590	626	154	119
Southeast Middle	1,165	735	256	69
Glenn High	1,465	1,615	0	86
<u>School District Remarks:</u> Although the projected additional students would be residential to the schools listed above, CHOICE behaviors may also impact the following schools. Zone 1 schools for elementary would be Sedge Garden, Smith farm, Caleb's Creek. For middle schools, the impact will be mostly at Southeast Middle as they retain their residential students during CHOICE. However, the new Smith Farm Middle may be impacted with the increase in student population if it is CHOICE zoned with Southeast Middle when completed.				

Details of Proposal

This application, Zoning Map Amendment 18-18 (ZA-18-18) and a separate application Zoning Map Amendment 18-19 (ZA-18-19), pertain to approximately 73 acres lying north of N. Main Street and east of NC 66. Both ZA-18-18 and ZA-18-19 were submitted by the same applicant who intends to develop the overall 73 acres as one development, with ZA-18-18 having 65 acres and ZA-18-19 having 7.9 acres. The northern portion of these 73 acres is separated by a 20-foot wide strip of land that is part of a tract owned by a different property owner. The applicant has an access easement to cross this 20-foot wide strip, however, two separate zoning applications are required as the 80 acres are not contiguous.

A Conditional Zoning Residential Multifamily-16 (CZ RM-16) District is being requested to support construction of a mixed residential neighborhood. The RM-16 District encourages the development of functioning neighborhoods that include a mix of housing types at a density up to 16 units an acre. The applicant's zoning proposal is to allow up to 600 dwelling units consisting of approximately 200 single family dwelling units and approximately 400 multifamily dwelling units. As part of the application, a corresponding Conditional Zoning Ordinance has also been submitted that conditions the manner this land is to be developed. Key items from the ordinance are as follows:

- A zoning plan has been submitted dividing the 80 acres into 4 tracts with the following restrictions:

Tract A (under ZA-18-18)	7.7 acres	Single family or twin home dwellings per requirements of the R-7 District (maximum density 7 units per acre)
Tract B (under ZA-18-18)	21.3 acres	Townhomes or multifamily dwellings per requirements of the RM-16 District (maximum density 8 units per acre)
Tract C (under ZA-18-18)	35.4 acres	Multifamily dwellings per requirements of the RM-16 District
Tract D (under ZA-18-19)	7.9 acres	Multifamily dwellings per requirements of the RM-16 District

- Transportation related conditions have been offered pertaining to right-of-way dedication, access and road improvements.
- Single family detached dwellings generates higher trips and traffic impacts. If over 200 single family dwelling units are to be develop, an updated Traffic Impact Analysis is required and improvements from that updated study must be installed.

Staff Analysis

Section 2.4.5.(C) of the Development Ordinance states that the advisability of a conditional zoning is a matter committed to the legislative discretion of the City Council and is not controlled by any one factor. Based on the applicant's submittal and proposed conditions, as they existed on the date of this report, the Planning and Development Department offers the following comments relative to these ordinance considerations.

Review Factors:

Whether the applicant's proposed conditional zoning district, including the proposed use(s), written conditions, and conditional zoning plan (if applicable), will satisfactorily:

Factor #1	Result in a development that is compatible with surrounding development character and land uses;
	The zoning site is surrounded by a wide variety of land uses. Directly west of the site is a small rural residential subdivision with stub streets that connect to the zoning site.

	The wider general area around the site contains an asphalt/cement plant and the I-74 corridor to the north and northeast, a rock quarry, single family dwellings and a mini-warehouse/RV storage facility to the west across NC 66, and a mixture of commercial uses, single family dwellings and a trailer park to the south. A key compatibility issue is the manner in which development transitions from the abutting residential subdivision to the zoning site. To ensure a compatible transition, the applicant has submitted a conditional zoning sketch plan outlining how the site is to be developed. • Tract A directly abuts the rural subdivision and is restricted to single family detached homes or twin homes. This lower intensity use type will ensure development will be of a density, bulk and mass compatible with the abutting subdivision. • Tract B abuts the entrance to the rural subdivision (Delray Avenue) and abuts commercial and multifamily zoned property to the south. Townhomes and multifamily dwelling are proposed for this tract, at a maximum density of 8 units per acre. • Tract C abuts property own by the quarry/cement plant (Vulcan Industries) to the north, I-74 corridor to the northeast and a trailer park to the south. Except for road stubs, it does not directly abut the adjacent residential subdivision. Multifamily uses are proposed for these tracts.
<u>Factor #2</u>	Minimizes or effectively mitigates any identified adverse impact on adjacent and nearby land, such as that caused by traffic, parking, noise, lighting, trash, loading areas, etc.; This 65-acre zoning site is the major portion of overall 73-acre, 600-unit, mixed residential development. To mitigate traffic impacts, the applicant offers to tie access and road improvements to the developments of specific tracts in the zoning site: • Only one point of access is permitted to N. Main Street. Subject to NCDOT approval, this access point shall consist of realigning Delray Drive to intersect N. Main Street opposite Cedarwood Trail. These improvements shall be completed as part of any development within Tract A or B. • One point of access is permitted to Monterey Circle consisting of improving this street from the zoning site to the existing pavement. This improvement shall be installed concurrent with any development on Tract A, B or C. However, there are traffic and safety issues raised by the Transportation Department have not been addressed: • The applicant is not providing street improvements (turn lanes) at the intersection of N. Main Street and Cedarwood Trail for the proposed 600-unit development. This is a current requirement under CZ R-5 District, adopted by Council in CZ Ordinance 16-07, for that portion of the site already in the City. • The applicant is not providing street improvement (turn lane) at the intersection of NC 66 and Thomas Street for the proposed 600-unit development.
<u>Factor #3</u>	Minimizes or effectively mitigates any identified adverse environmental impact on water and air resources, minimizes land disturbance, preserves trees and protects habitat; A perennial stream, floodplain and steep slope areas run along the eastern portion of the site. Environmental regulations of the Development Ordinance limit disturbance near this stream corridor by establishing a 100-foot wide stream buffer along both

	sides of the stream. Additionally, the environmental standards of the development ordinance will limit disturbance of steeply sloped areas.
<u>Factor #4</u>	Minimizes or effectively mitigates any identified adverse impact on municipal facilities and services, such as streets, potable water and wastewater facilities, parks, police and fire; and;
	City water and sewer lines have been extended into this portion of the City's Planning Area and abut the site. In addition, City services (garbage, recycling, meter readers, etc.) are already established in this area serving a 20-acre single family subdivision to the south along the east side of Cedarwood Trail.
<u>Factor #5</u>	Minimizes or effectively mitigates any identified adverse effect on the use, enjoyment or value of adjacent lands.
	As conditioned, the portion of the zoning site directly abutting the rural subdivision will be developed with similar type uses.

Changes in the Area:

There have been changes in the type or nature of development in the area of the proposed Conditional Zoning District that support the application.

Except for the extension of City of High Point water and sewer lines to this area in early 2015, there have been no significant changes in this area from when the site was originally annexed and granted residential zoning in 2007.

Development Patterns:

The proposed Conditional Zoning District results in development that promotes a logical, preferred and orderly development pattern.

This area contains a wide variety of land uses ranging from a Heavy Industrial related quarry uses to Agriculturally zoned lands developed with single family homes on large lots.

Consistency with Adopted Policy Guidance:

Whether and the extent to which the proposed conditional zoning district is appropriate for its proposed location, and is consistent with the City's adopted policy guidance;

Subject to approval of Plan Amendment 18-06, the zoning meets the goals and objectives of the Northwest Area Plan.

Reasonableness/Public Interest:

Whether an approval of the Conditional Zoning District is reasonable and in the public interest.

The conditions offered by the applicant mitigate the potential impacts from the proposed mixed residential development upon adjacent properties.

Recommendation

Staff Recommends Approval with amendments:

Subject to the approval of Plan Amendment Case 18-06 and subject to inclusion of transportation conditions listed below, staff recommends approval of the requested CZ RM-16 District. With the inclusion of the recommended transportation conditions, the request will be consistent with the adopted land use policy established in this area and will promote a development that will be compatible with the surrounding area.

Part II. Conditions

C. Transportation

1. Right-of-way dedication:

The property owner shall dedicate a minimum of fifty (50) feet of right-of-way, as measured from the existing centerline of NC 66, along the entire frontage of the zoning site. This dedication shall be required prior to development of any portion of Tract D.

2. Access

- a. The rezoning site shall be limited to one point of access to N. Main Street. Subject to North Carolina Department of Transportation (NCDOT) approval, this access point shall consist of realigning Delray Drive to intersect N. Main Street opposite Cedarwood Trail. The realignment of Delray Avenue shall be completed as part of any development within Tract A or B.
- b. The rezoning site shall be limited to three (3) points of access to Thomas Street. Two access points between NC 66 and Delray Avenue and one point of access to at the end of the Thomas Road extension.
- c. The rezoning site shall be limited to one (1) point of access to Monterey Circle and one (1) point of access to Delray Avenue.
- d. No lot shall have direct access to N. Main Street.
- e. The developer shall provide two public street right-of-way stubs to the site's southern boundary

3. Improvements

- a. The property owner shall provide an eastbound left lane at the intersection of N. Main Street and Delray Avenue/Cedarwood Trail. This improvement shall be installed concurrent with any development on Tract A or B.
- b. The property owner shall provide a southbound left turn lane on NC 66 at the Thomas Street intersection. This improvement shall be installed concurrent with any development on Tract C or D.
- c. The property owner shall connect to Monterey Circle and shall improve Monterey Circle from the western property boundary of the zoning site to the existing pavement to minimum NCDOT standards. This improvement shall be installed concurrent with any development on Tract A, B or C.

Required Action

Planning and Zoning Commission:

The NC General Statutes require that the Planning and Zoning Commission place in the official record a statement of consistency with the City's adopted plans when making its recommendation. This may be accomplished by adopting the statements in the Staff Analysis section of this report or by adopting its own statement.

City Council:

The NC General Statutes require that the City Council also place in the official record a statement of consistency with the City's adopted plans, and explain why the action taken is considered to be reasonable and in the public interest when rendering its decision in this case. This may be accomplished by adopting the statements in the Staff Analysis section of this report or by adopting its own statement.

Report Preparation

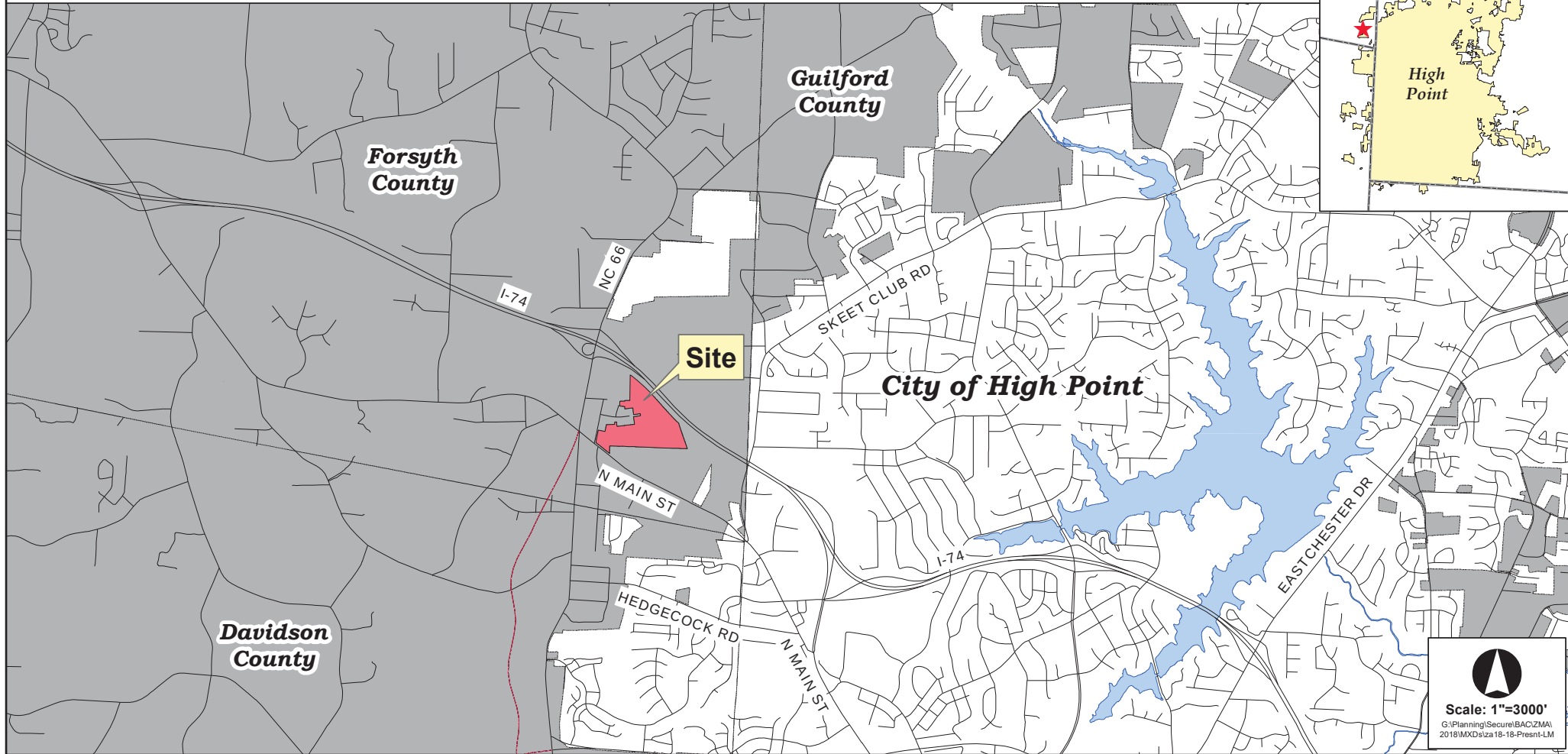
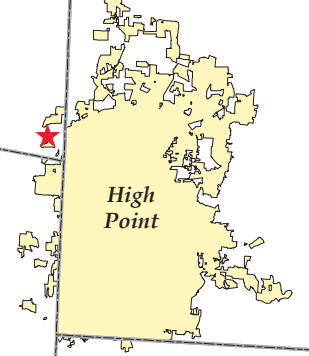
This report was prepared by Planning and Development Department staff member Herbert Shannon Jr. AICP, Senior Planner, and reviewed by Robert Robbins AICP, Development Services Administrator and G. Lee Burnette AICP, Director.

LOCATION MAP

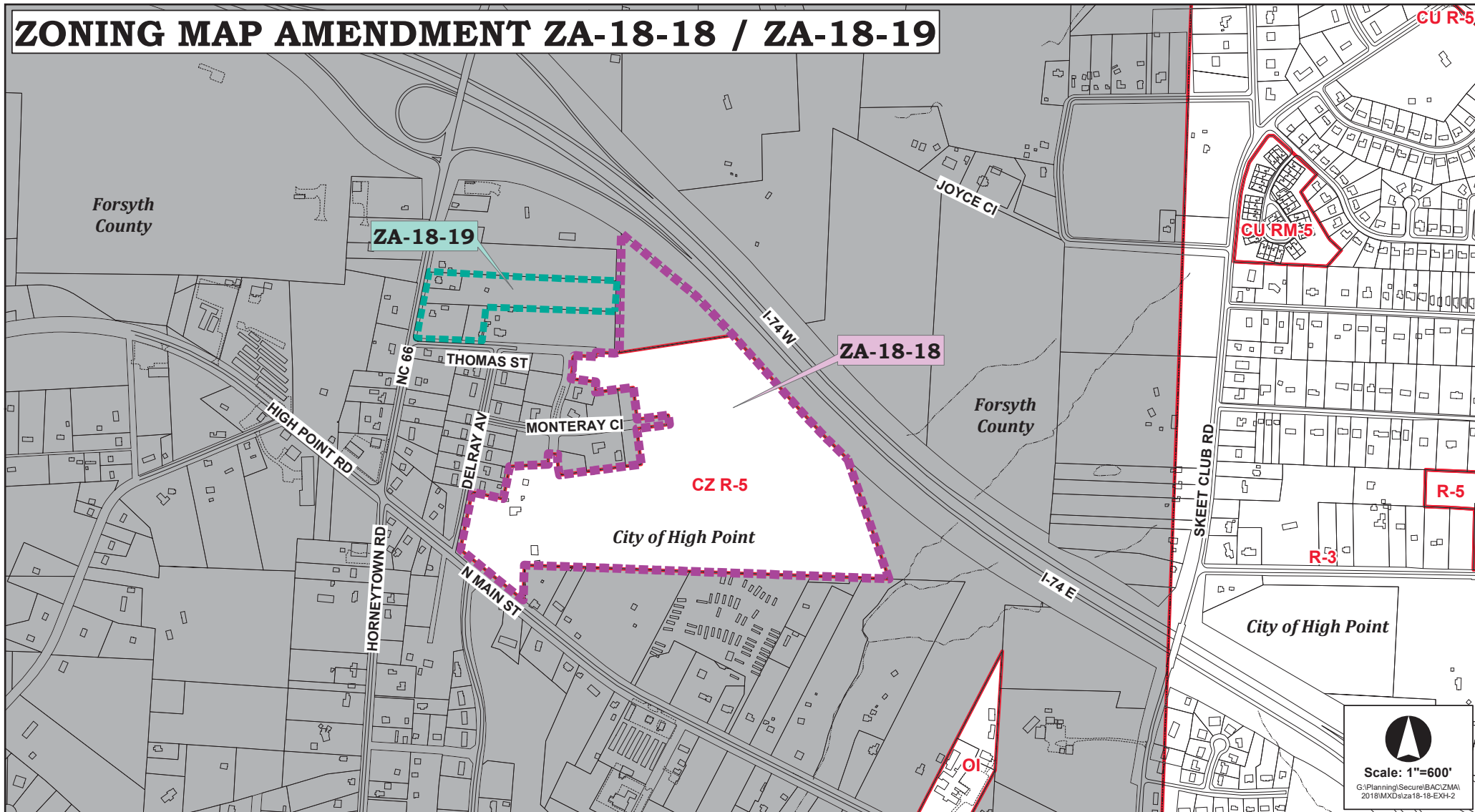
ZONING MAP AMENDMENT ZA-18-18

Applicant: DENNIS BUNKER ET AL

Vicinity Map



ZONING MAP AMENDMENT ZA-18-18 / ZA-18-19



ZONING MAP AMENDMENT ZA-18-18

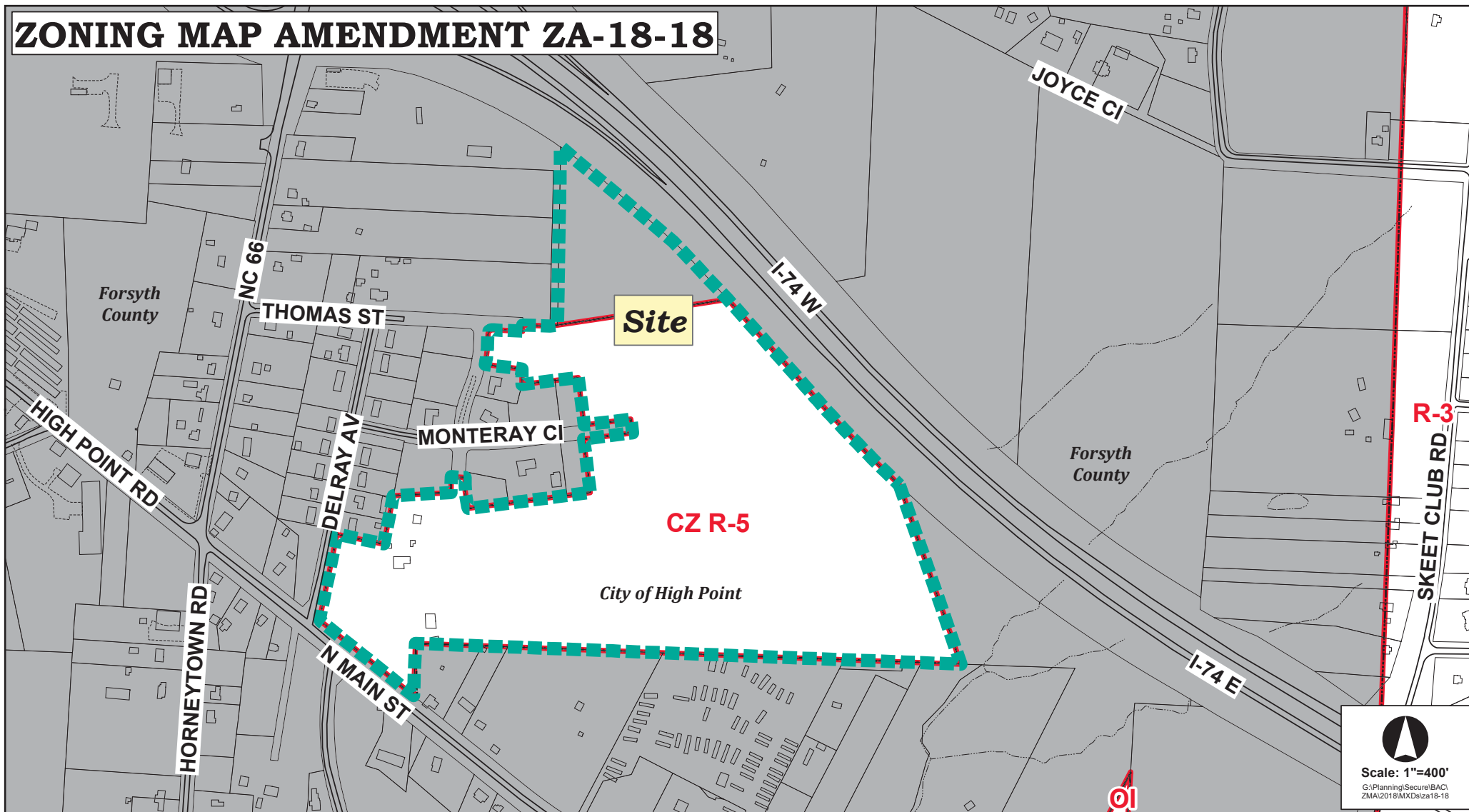
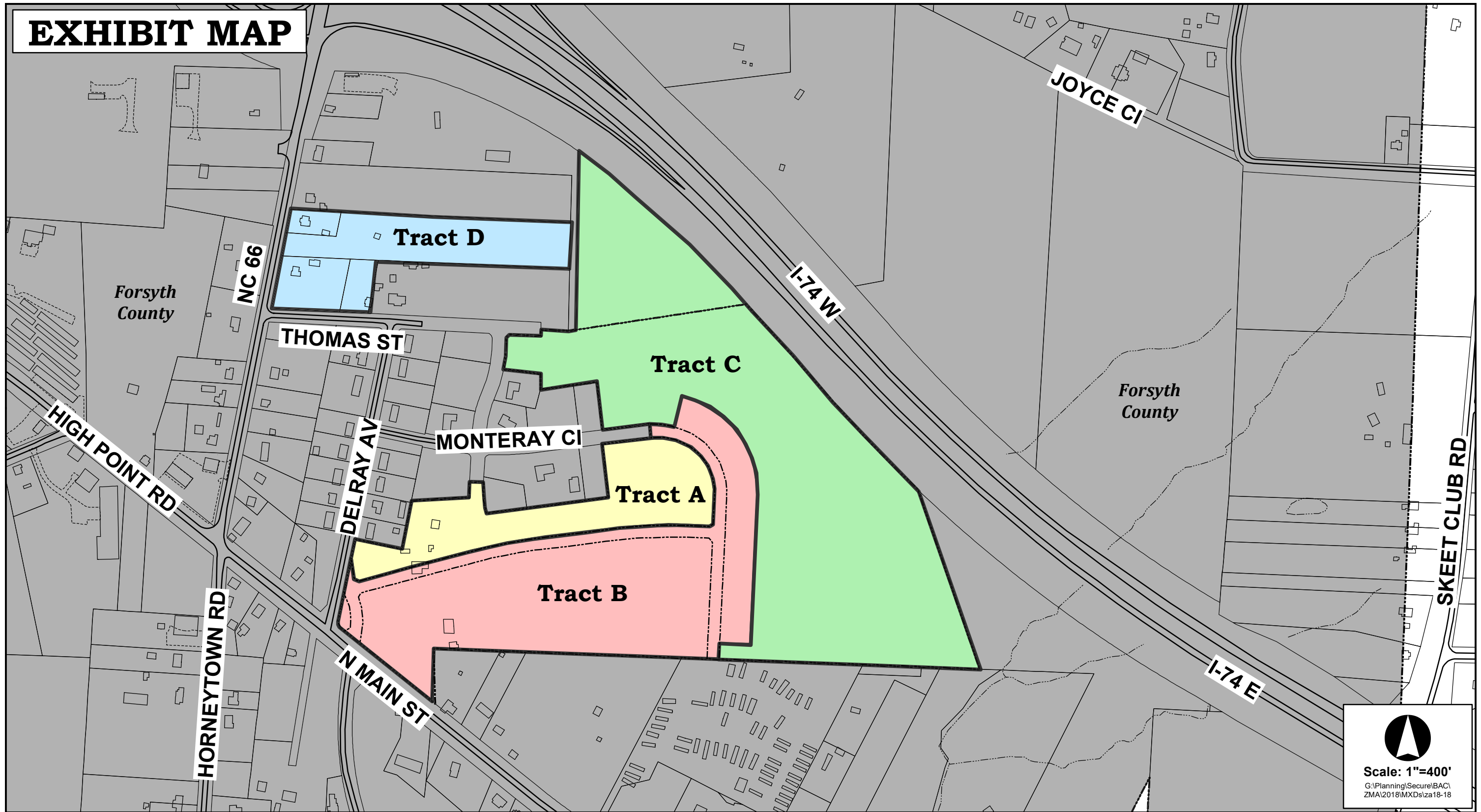


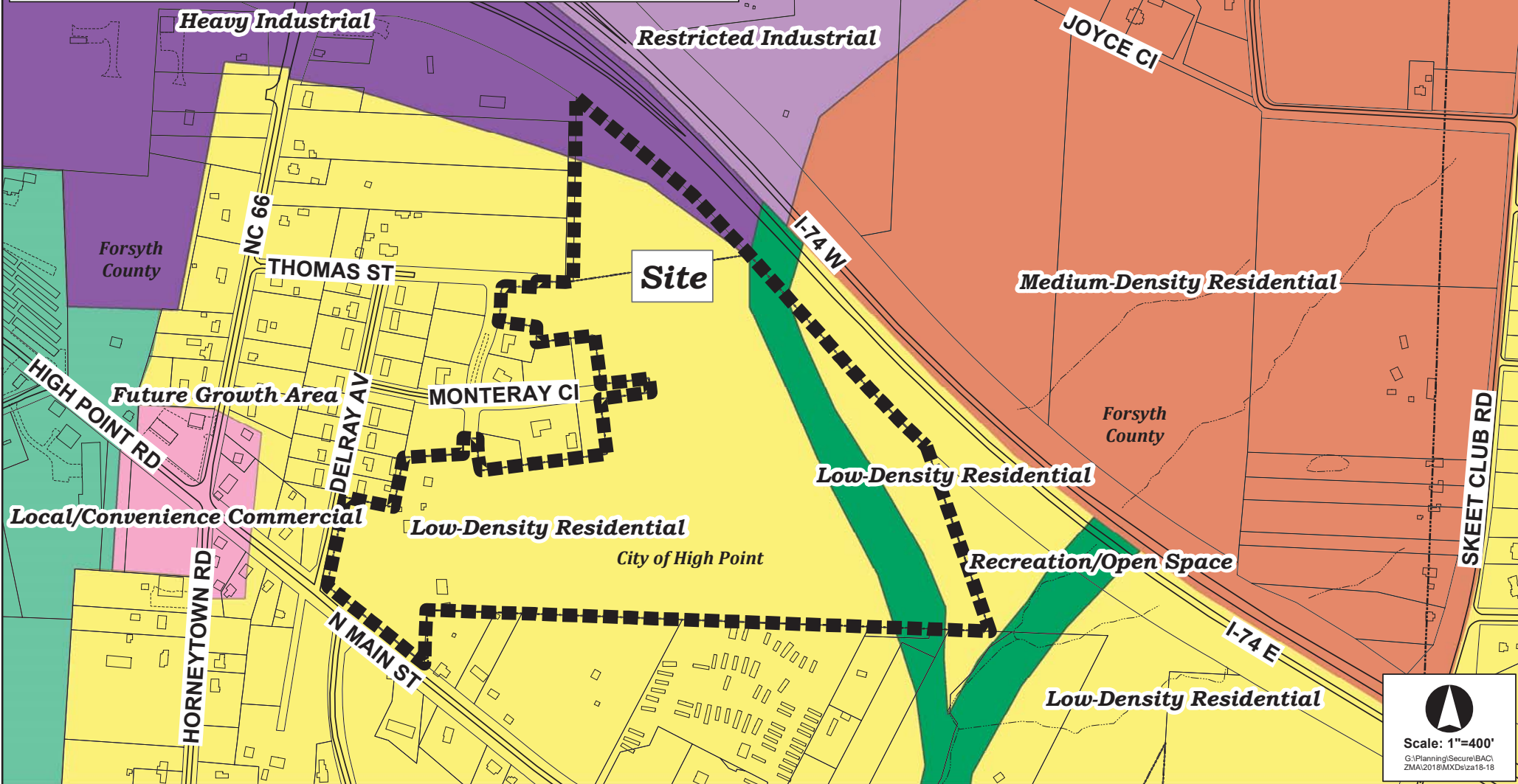
EXHIBIT MAP



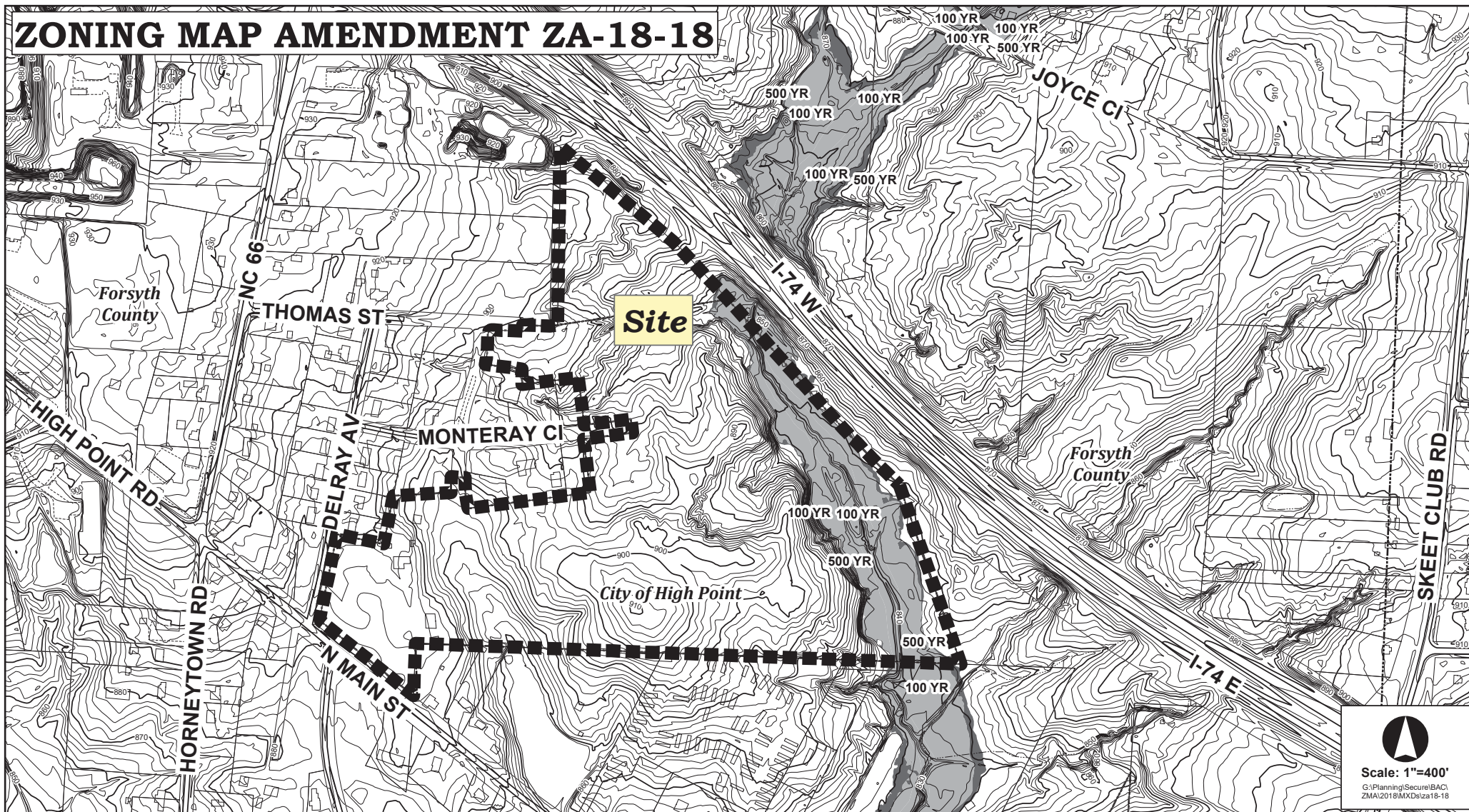
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ZONING MAP AMENDMENT ZA-18-18

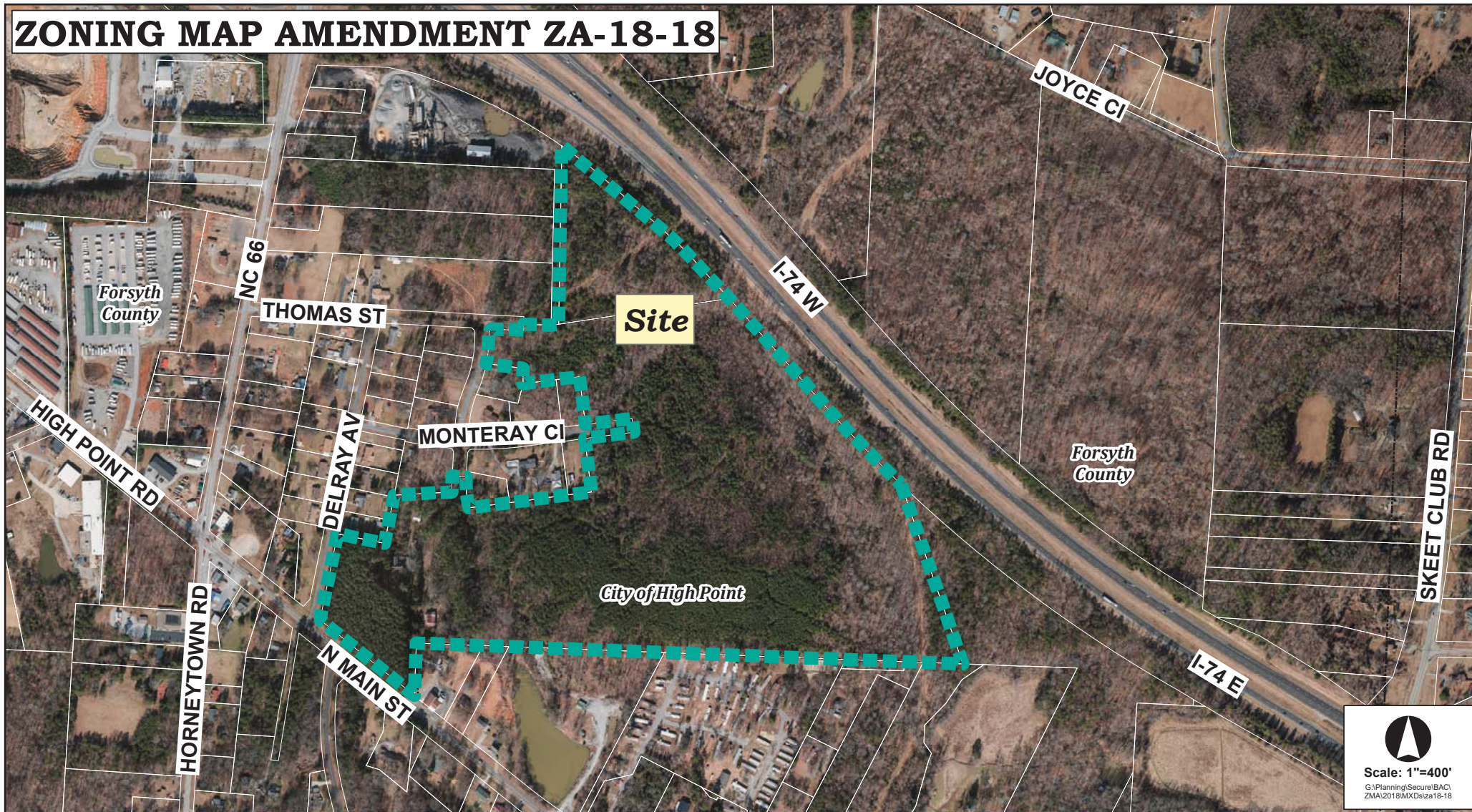


ZONING MAP AMENDMENT ZA-18-18



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ZONING MAP AMENDMENT ZA-18-18



Conditions submitted by the applicant at the Nov. 13, 2018 P&Z Meeting

AN ORDINANCE AMENDING “THE CITY OF HIGH POINT, NORTH CAROLINA DEVELOPMENT ORDINANCE,” PURSUANT TO SECTION 2.4.19, ZONING MAP AMENDMENT, OF THE DEVELOPMENT ORDINANCE.

WHEREAS, the City Council of the City of High Point adopted “The City of High Point Development Ordinance” on May 16, 2016 with an effective date of January 1, 2017, and subsequently amended;

WHEREAS, public hearings were held before the Planning and Zoning Commission of the City of High Point on **October 23, 2018** and before the City Council of the City of High Point on **November 19, 2018** regarding **Zoning Map Amendment Case 18-18 (ZA-18-18)** a proposed amendment to the Official Zoning Map of the “City of High Point Development Ordinance”;

WHEREAS, notice of the public hearings were published in the High Point Enterprise on **October 14, 2018**, for the Planning and Zoning Commission public hearing and on **November 7, 2018** and **November 14, 2018**, for the City Council public hearing pursuant to Chapter 160A-364 of the General Statutes of North Carolina; and

WHEREAS, the proposed amendment was adopted by the City Council of the City of High Point on **November 19, 2018**.

THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HIGH POINT:

SECTION 1

That the Official Zoning Map of the City of High Point be amended to establish the following described area as a: **Conditional Zoning Residential Multifamily -16 (CZ RM-16) District**. The property is approximately 73 acres and lying to the northeast of the intersection of N. Main Street & Delray Avenue, east of Monterey Circle, east of Beechnut Drive, north of Thomas Street and east of NC 66. The property is also known as Forsyth County Tax Parcels 6882-88-2913.00; 6882-78-1754.00; 6682-68-9756.00; 6882-78-4954.00; and 6882-69-9041.00.

SECTION 2

That the property herein described shall be perpetually bound by the following use(s) authorized and condition(s) imposed, unless subsequently changed or amended as provided for by the Development Ordinance.

Part I. **USES:**

Tract A: Only Single Family Detached dwellings and Single Family Attached dwellings, as allowed in the Residential Single Family-7 (R-7) District, and their customary accessory uses shall be permitted. Development shall be subject to the development and dimensional requirements of the R-7 District, Residential Use Standards (Section 4.3.2) of the Development Ordinance, and the specific conditions listed in this Ordinance.

Tract B: Any uses allowed in the Residential Multifamily - 16 (RM-16) District subject to the standards of the Development Ordinance and the specific conditions listed in this ordinance. This tract shall be limited to a maximum density of 8 dwelling units per acre.

Tract C: Any uses allowed in the Residential Multifamily - 16 (RM-16) District subject to the standards of the Development Ordinance and the specific conditions listed in this ordinance.

Tract D: Any uses allowed in the Residential Multifamily - 16 (RM-16) District subject to the standards of the Development Ordinance and the specific conditions listed in this ordinance.

Part II. CONDITIONS:

A. Development, Dimensional and Density Requirements.

1) Density:

(a). A maximum of 600 dwelling units shall be permitted.

(b). A new Traffic Impact Analysis (TIA) shall be required to be submitted and approved by the City of High Point Director of Transportation and the North Carolina Department of Transportation (NCDOT) in order to allow more than 200 single family detached and/or Twin Home dwelling units. All improvements required by the updated TIA, City of High Point Director of Transportation and NCDOT shall be required to be installed prior to exceeding this 200-unit limit.

(c). Tract B: This tract shall be limited to a maximum density of 8 dwelling units per acre.

B. Sketch Plan: The purpose of the sketch plan is to illustrate the boundary of Tracts A, B, C and D as referred to in this ordinance.

C. Transportation Conditions.

The developer and governing entities will use the TIA dated September 11, 2018 as guidance for future points of access and off-site road improvements. The phasing of the project will govern the timing of the construction of access points and off-site road improvements, which will be mutually agreed upon by the parties

1. Right-of-Way Dedication: The property owner shall dedicate a maximum of fifty (50) feet of right-of-way (30 feet existing, 20 feet additional), as measured from the existing centerline of NC 66, along the entire frontage of the zoning site. This dedication shall occur upon agreement and approval by NCDOT and the property owner of the location of the curb cut along the property owners.

2. Access

- a. The rezoning site shall be limited to one point of access to N. Main Street. Subject to North Carolina Department of Transportation (NCDOT) approval, this access point shall consist of realigning Delray Drive to intersect N. Main Street opposite Cedarwood Trail. The realignment of Delray Avenue shall be completed as part of any development within Tract A or B.
- b. The rezoning site shall have the following potential points of access as indicated in the TIA and required by the developer: one (1) point of access to NC 66, up to three (3) points of access to Thomas Street, one (1) point of access to Monteray Circle, one (1) point of access to Delray Avenue, and one (1) point of access to Beechnut at Thomas Street.
- c. No lot shall have direct access to N. Main Street.
- d. The developer shall provide two public street right-of-way stubs to the sites southern boundary

3. Improvements

- a. Turn Lanes: The property owner shall provide a southbound left turn at the proposed site access point at NC 66. This improvement shall be installed concurrent with any development on Tract D.
- b. The property owner shall connect to Monteray Circle and, if not already improved by others, shall improve Monteray Circle from the western property boundary of the zoning site to the existing pavement to minimum NCDOT standards. This improvement shall be installed concurrent with any development on Tract A, B or C.

4. Other Transportation Conditions

The City of High Point Director of Transportation and the North Carolina Department of Transportation (NCDOT) shall approve all transportation construction and improvements.

SECTION 3

That plans for any development on the property described herein shall be pursued in accordance with this conditional zoning district and shall be submitted to the City of High Point and other approval authorities for review in the same manner as other such plans that are required to be approved by the City of High Point.

SECTION 4

Should any section or provision of this ordinance be declared invalid, such decision shall not affect the validity of the remaining portions of this ordinance.

SECTION 5

That all ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

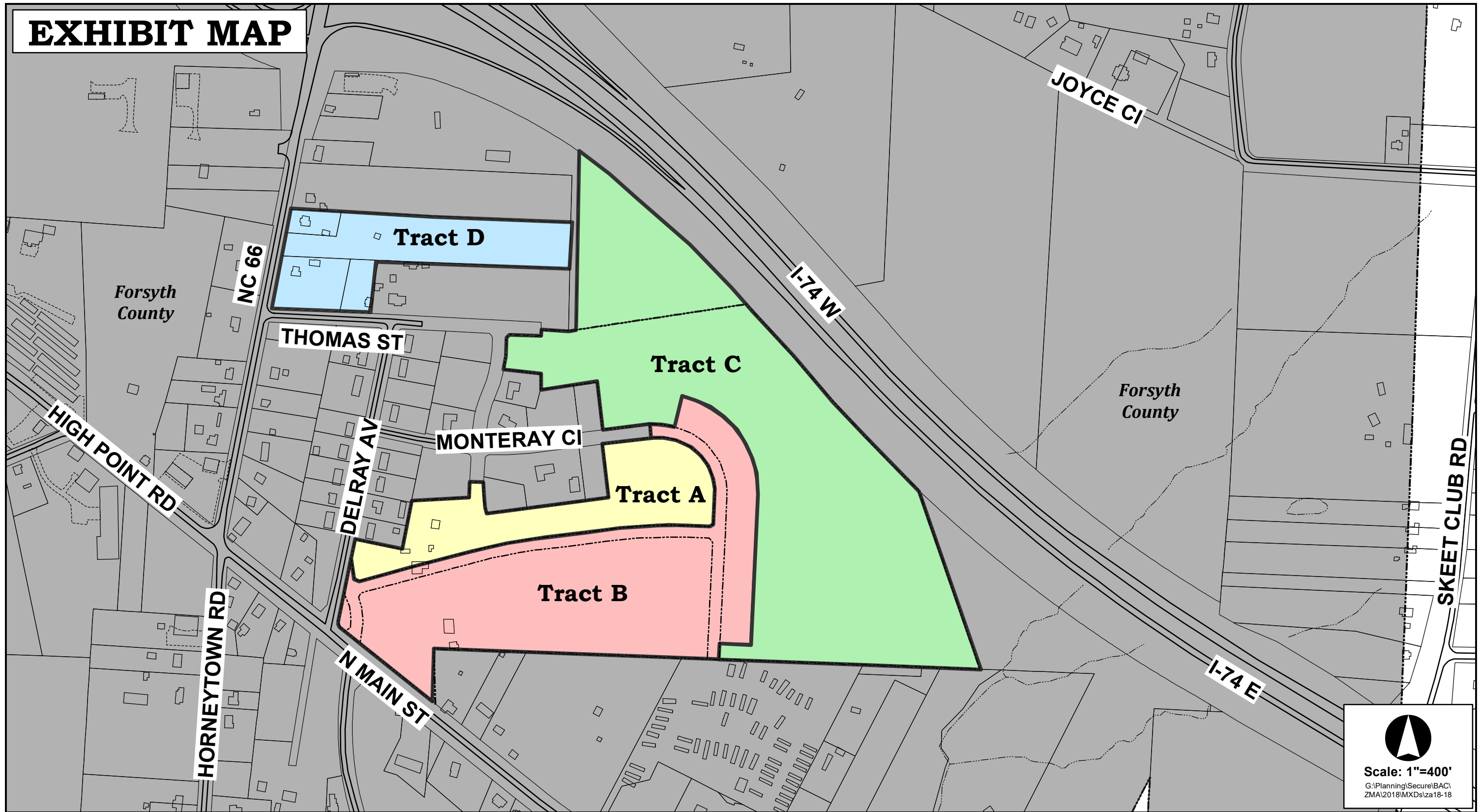
SECTION 6.

This ordinance shall become effective upon the date of adoption.

19th day of November, 2018.

Lisa B. Vierling, City Clerk

EXHIBIT MAP



Scale: 1"=400'

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The applicant's traffic engineer submitted the following Executive Summary from their Traffic Impact Analysis (TIA).

In addition to this summary, the complete TIA has been submitted to the City of High Point Transportation Department for review.



Waynesville, NC

525 North Main Street
Waynesville, NC 28786
(P) 828.456.8383
(F) 828.456.8797

Traffic Impact Analysis

For

Proposed Residential Development

Located in

High Point, North Carolina

Prepared For:

Dennis N. Bunker, III
Bunker Land Group, LLC
1140 Dilworth Crescent Row
Charlotte, North Carolina 28203

Prepared By:

J.M. Teague Engineering & Planning
525 North Main Street
Waynesville, North Carolina 28786



September 2018

WAYN 0843

Introduction and Background

This report summarizes the findings of the Traffic Impact Analysis (TIA) that was performed for a residential development with up to 600 units proposed near the intersection of NC 66 (SR 2775) and N. Main Street (SR 1003) just south of Interstate 74 in northern High Point, North Carolina. This development will have a mix of single family residential and multifamily apartments based on the zoning requirements. The purpose of this study is to determine the impact of the anticipated traffic associated with this development and its effect on the intersections listed in the Parameters and Study Area section of the report. The traffic generated by the development will be added to the background traffic, then analyzed to determine any potential adverse traffic impacts on the adjacent roadway network from the proposed development.

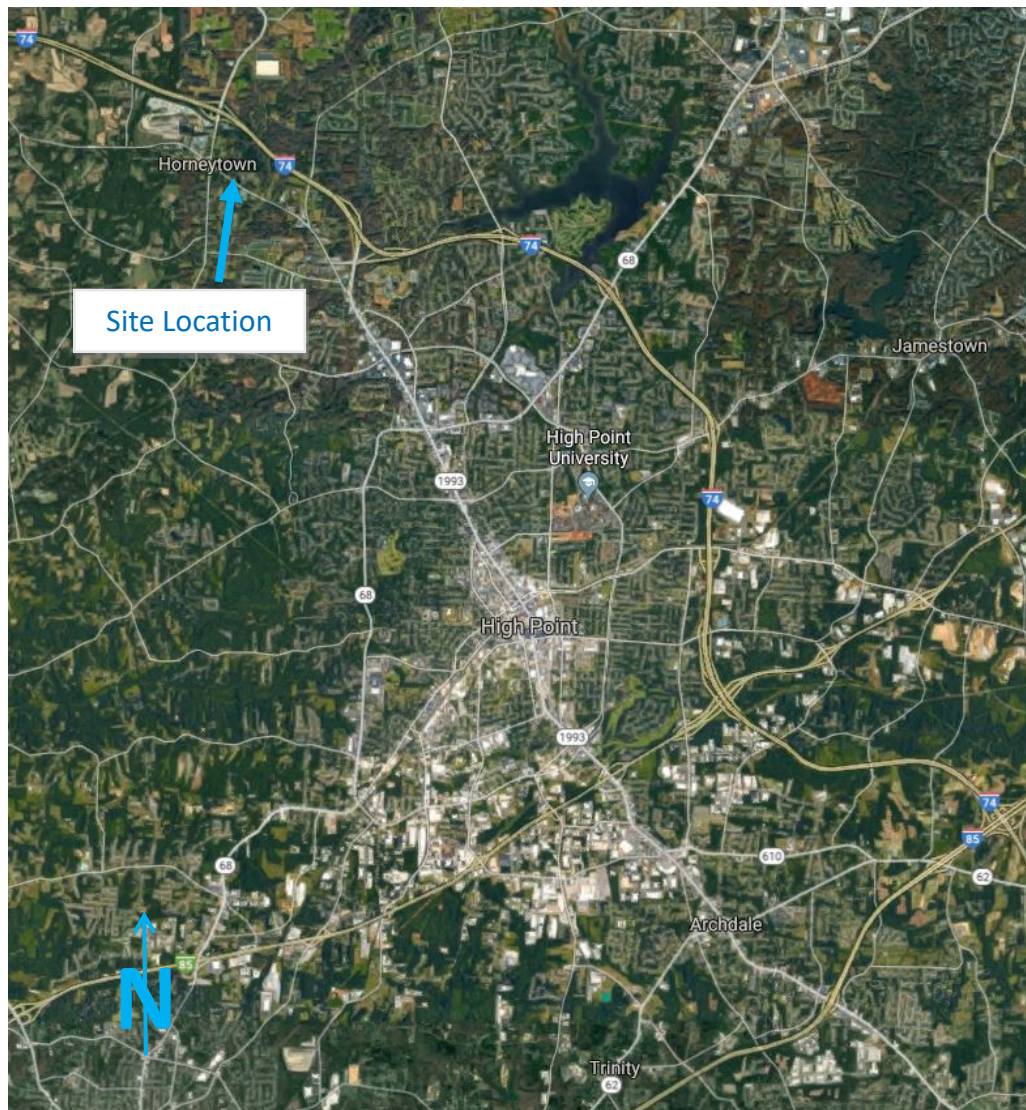


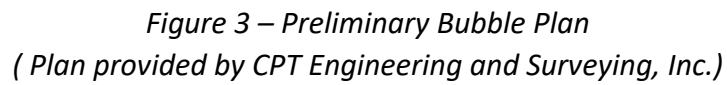
Figure 1 – Region of Proposed Site Location



Figure 2 – Proposed Site Location

Proposed Site Use and Access

The bubble plan consists of up to 600 units with a mix of 200 single family residential and 400 multifamily apartments on 58.327 acres. The proposed site will have approximately five access points. One access point for the site is located off from NC 66 (SR 2775), north of Thomas Street (SR 2617) and South of I-74/US 311 Eastbound Ramps. Another access point will be off of Delray Avenue (SR 2816) north of the intersection of Delray Avenue (SR 2816) and N. Main Street (SR 1003). A third site access is located at Thomas Road (SR 2617), a fourth access point is located along Beechnut Drive and the fifth proposed at the end of Monterey Court (SR 2884).



	Size	Unit	ADT (vpd)	AM Peak (vph)		PM Peak (vph)	
				IN	OUT	IN	OUT
ITE Land Use Code 210 – Single-Family Housing	200	Dwelling units	1968	37	110	125	73
ITE Land Use Code 221 – Multi-Family Housing	400	Dwelling units	2178	35	98	102	66

<Table 2> Typical Weekday Trip Generation

Trips were assigned to the roadway network using the percentages found in Figure 8 & 9 and shown as AM & PM Peak Hour Ingress and Egress site generated trips in Figure 6 & 7.

CONCLUSIONS AND RECOMMENDATIONS

The mitigation recommendations at each of the studied intersections were based on NCDOT's *Policy on Street and Driveway Access to North Carolina Highways* (Driveway Manual) methodology and mitigation threshold requirements, and engineering judgment.

According to NCDOT, mitigation improvements to the studied roadway network are required if at least one of the following conditions exists when comparing base network conditions to project build-out conditions:

- Average intersection or approach delay increases by 25% or greater while maintaining same LOS,
- LOS degrades by at least one level
- LOS is F

I-74/US 311 WB Ramps @ NC Hwy 66

As can be seen in Table 20, the AM and PM delay increases for specific turning movements. However, the approach LOS is acceptable and does not exceed NCDOT mitigation thresholds. As a result, no changes are recommended at this intersection. The addition of site generated traffic is not anticipated to degrade general roadway or driver safety at this intersection.

I-74/US 311 WB Ramps @ NC Hwy 66
Comparison of Background vs Build-out Peak Hour Traffic Conditions

Approach	Peak Hour	Background			Build-out			Delay Increase (%)
		LOS	Delay	V/C	LOS	Delay	V/C	
Westbound Left	AM	D	26.9	0.10	E	45.3	0.27	68.4
	PM	C	22.9	0.19	E	37.3	0.47	62.9
Westbound Right	AM	C	16.3	0.51	C	18.0	0.55	10.4
	PM	D	29.8	0.81	D	33.3	0.84	11.7
Westbound Approach	AM	C	16.8	-	C	20.5	-	22.0
	PM	D	29.2	-	D	33.9	-	16.1
Northbound Left	AM	B	10.1	0.18	B	10.7	0.27	5.9
	PM	A	9.9	0.07	B	10.3	0.10	4.0

<Table 20>

I-74/US 311 EB Ramps @ NC Hwy 66

As can be seen in Table 21, the AM and PM delay increases for the Eastbound left, however the overall approach LOS and delay are within acceptable limits. As a result, no changes are recommended at this intersection. The addition of site generated traffic is not anticipated to degrade general roadway or driver safety at this intersection.

I-74/US 311 EB Ramps @ NC Hwy 66
Comparison of Background vs Build-out Peak Hour Traffic Conditions

Approach	Peak Hour	Background			Build-out			Delay Increase (%)
		LOS	Delay	V/C	LOS	Delay	V/C	
Eastbound Left	AM	C	17.5	0.19	C	23.0	0.25	31.4
	PM	C	22.4	0.38	D	33.0	0.50	47.3
Eastbound Right	AM	A	9.0	0.06	A	9.2	0.08	2.2
	PM	B	10.3	0.16	B	11.5	0.00	11.7
EB Approach	AM	B	13.7	-	C	15.5	-	13.1
	PM	C	16.1	-	C	19.6	-	21.7

<Table 21>

Proposed Site Access @ NC Hwy 66

As can be seen in Table 22, the proposed Site Access @ NC Hwy 66 is anticipated to operate with acceptable LOS and delay. According to Sim Traffic the simulated max queue observed indicates that a 125-foot southbound left turn with appropriate deceleration should be installed on NC Highway 66. This improvement will accommodate safe ingress and egress to the site.

Proposed Site Access @ NC Hwy 66
Comparison of Background vs Build-out Peak Hour Traffic Conditions

Approach	Peak Hour	Background			Build-out			Delay Increase (%)
		LOS	Delay	V/C	LOS	Delay	V/C	
WB Left/Right	AM	-	-	-	B	14.1	0.20	N/A
	PM	-	-	-	B	14.8	0.16	N/A
Southbound Left	AM	-	-	-	A	1.3	0.03	N/A
	PM	-	-	-	A	2.1	0.09	N/A

<Table 22>

Thomas Rd (SR 2617) @ NC Hwy 66

As can be seen in Table 23, the difference in LOS, delay, and queue between background traffic and the build-out traffic does not exceed the NCDOT mitigation thresholds. As a result, no changes are recommended at this intersection to accommodate traffic generated by the site under build-out conditions. The addition of site generated traffic is not anticipated to degrade general roadway or driver safety at this intersection.

Thomas Rd (SR 2617) @ NC Hwy 66
Comparison of Background vs Build-out Peak Hour Traffic Conditions

Approach	Peak Hour	Background			Build-out			Delay Increase (%)
		LOS	Delay	V/C	LOS	Delay	V/C	
WB Left/Right	AM	B	12.3	0.02	B	13.7	0.15	11.4
	PM	B	13.2	0.02	B	13.1	0.08	0
Southbound Left	AM	A	0.2	0.00	A	0.8	0.02	N/A
	PM	A	0.1	0.00	A	1.3	0.05	N/A

<Table 23>

N. Main St (SR 1003) @ NC 66 Hwy

As can be seen in Table 24, the LOS and delay increases between background traffic and the build-out traffic. The delay is below the NCDOT mitigation thresholds for most movements at this intersection. However, the southbound approach conditions decline to a LOS F during the PM peak hour and experiences a substantial delay increase with build-out conditions. Accordingly, this increase warrants mitigation to the southbound approach in order to reduce the effects of the proposed development traffic.

Right of way and potential utility impacts in the southwest quadrant complicate intersection improvements. Preliminary investigations into whether the intersection meets warrants for signalization indicate that conditions are anticipated to be met, and given the past crash experience, the significance of improving the intersection is amplified.

Improvements to correct these deficiencies are the subject of discussion with NCDOT Division 9 personnel and will be resolved upon the final driveway permit approval.

N. Main St (SR 1003) @ NC 66 Hwy
Comparison of Background vs Build-out Peak Hour Traffic Conditions

Approach	Peak Hour	Background			Build-out			Delay Increase (%)
		LOS	Delay	V/C	LOS	Delay	V/C	
Eastbound Left	AM	B	11.2	-	B	12.1	-	8.0
	PM	B	13.5	-	C	15.4	-	14.1
Westbound Left	AM	B	11.1	-	B	12.7	-	14.4
	PM	C	17.0	-	C	20.8	-	22.4
Northbound Left/Thru	AM	C	17.7	-	C	20.6	-	16.4
	PM	B	14.6	-	C	16.7	-	14.4
Northbound Right	AM	A	7.3	-	A	7.8	-	6.8
	PM	A	8.8	-	A	9.5	-	8.0
NB Approach	AM	C	16.5	-	C	19.1	-	15.8
	PM	B	13.6	-	C	15.2	-	11.8
SB Left/Thru/Right	AM	B	11.8	-	B	13.5	-	14.4
	PM	E	39.4	-	F	75.6	-	91.9

<Table 24>

Delray Ave (SR 1003)/ Cedarwood Tr (SR 4222) @ N. Main St (SR 1003)

As can be seen in Table 25, the difference in LOS, delay, and queue between background traffic and the build-out traffic is only minimally increased for all approaches during the AM and PM peak hours and does not exceed any NCDOT mitigation thresholds for anticipated operational conditions. The addition of site generated traffic is not anticipated to degrade general roadway operations at this intersection under build-out conditions.

With regards to the access connection to Main Street (SR 1003) the realignment of Delray Avenue with Cedarwood Trail had been communicated as a requirement of this development by both NCDOT and the City of High Point.

Delray Ave (SR 1003) @ N. Main St (SR 1003)
Comparison of Background vs Build-out Peak Hour Traffic Conditions

Approach	Peak Hour	Background			Build-out			Delay Increase (%)
		LOS	Delay	V/C	LOS	Delay	V/C	
Eastbound Left	AM	A	0.2	0.00	A	0.6	0.01	200.0
	PM	A	0.2	0.01	A	1.7	0.05	750.0
Westbound Left	AM	A	0.4	0.01	A	0.4	0.01	0.0
	PM	A	1.0	0.02	A	0.9	0.02	0.0
NB Left/Right	AM	B	11.0	0.10	B	11.8	0.11	7.3
	PM	B	12.0	0.05	B	13.4	0.06	11.7
SB Left/Right	AM	B	10.9	0.02	B	10.7	0.10	0.0
	PM	B	13.1	0.03	C	15.8	0.16	20.6

<Table 25>

For construction of the required site access improvements, an implementation schedule that phases improvements according to the development program should be established.

**Citizens Information Meeting Report
Zoning Map Amendment 18-18 & 18-19**

Citizen Information Meeting Report

Zoning Case ZA18-09

The Citizen Information meeting for Zoning Case ZA18-18 and ZA-19 was held at Keller Williams Realty, 665 North Main Street on Wednesday, September 26 from 5:30 until 6:30 pm.

A notification letter dated September 19 was sent by US Mail to 49 properties as supplied by the City of High Point Planning and Development Department. This mailing included the *City of High Point Conditional Use District Zoning Citizen Information Meetings* statement. A copy of the notification letter and list of addressees is attached.

There were 15 citizens in attendance, as follows:

Randy Scott
Jim Bryan
Beverly Gibson
Janet Cecil
Donna Auman
Ron Martin
Sarah Martin
Mary Criddlebaugh
Andrew Walling
Mrs. Walling
Kandi Stilley
Tim Moore
Margot Moore
Denise Hallett
Carolyn S.

Also, in attendance were Dennis Bunker and representative, Judy Stalder. The sign in sheet is attached.

At the meeting a 24" x 36" illustrative zoning plan was presented (see attached).

Judy Stalder presented the current zoning case and the illustrative map. The following observations were made:

1. The requested zoning designation is CZ-RM-16 to allow the development of single family homes and twin homes on Tract A not to exceed the dimensional requirements of R-7 zoning district, townhomes and apartments on Tract B not to exceed 8 units per acre and apartments on Tract C in accordance with the standards of the RM-16 district.
2. Development of the property will require the realignment of Delray Avenue. The property may have access to Delray Avenue, Monteray Circle, Thomas Street and Hwy 66/Horneytown Road.
3. The first public hearing will be with the Planning and Zoning Commission at 6:00 pm on Tuesday, October 23. The hearing is held in Council Chambers, on the third floor at 211 South Hamilton Street.

Dennis Bunker recalled the history of rezonings of this property and the various interactions with the neighbors and City staff.

Questions and comments from the attendees:

- 1) How many apartments and townhomes will be developed? *Around 600 units, 350 units will be multifamily and the remaining will be single family and twinhomes and townhomes.*
- 2) Will our neighborhood be able to handle additional traffic from this development? *We have hired a professional engineering firm to assess the traffic at various nearby intersections. The resulting Traffic Impact Analysis recommends mitigating improvements and we will incorporate those recommendations into the development plan. Multiple points of access will disperse traffic.*
- 3) Will you install a traffic signal at North Main St and Horneytown Road? *The installation of a traffic signal is at the discretion of NCDOT.*
- 4) Will there be turn lanes? *Yes. The TIA recommends turn lanes on North Main Street at Delray Avenue and at the access point to Hwy 66..*
- 5) Will traffic back up from Hwy 66 and block the entrance to your property? *We do not expect so. We will consult with NCDOT and HPDOT.*
- 6) Will the water runoff from this development flood our property? *Water runoff will be controlled on site in accordance with state and local requirements.*
- 7) Tim and Margot Moore at 202 Beechnut Drive request that engineers working on the property contact them for specifics about stormwater flow patterns on the property.
- 8) What will happen to the creek on the property? *The creek and adjacent steep slopes will be protected with required buffers in accordance with state and local requirements.*
- 9) Will your development result in flooding in Davidson County and the Westside Waste Water Treatment plant when the next hurricane hits? *We will adhere to all current required buffers and water runoff standards as prescribed by the state and local requirements.*
- 10) Will the property be fenced to prevent new residents from walking through the mobile home park to access properties along North Main Street? *No. We do not expect our residents will walk through the mobile home park.*
- 11) But they already do. *There are no new residents at this time.*
- 12) The blasting and noise from the Vulcan quarry and the smell from the asphalt plant will make it impossible to build apartments. You will have to build single family homes. *We expect the market studies will determine the best way to develop.*
- 13) Vulcan Materials looks forward to working with our new neighbors.

Submitted by Judy Stalder

Dennis Bunker recalled the history of rezonings of this property and the various interactions with the neighbors and City staff.

Questions and comments from the attendees:

- 1) How many apartments and townhomes will be developed? *Around 600 units, 350 units will be multifamily and the remaining will be single family and twinhomes and townhomes.*
- 2) Will our neighborhood be able to handle additional traffic from this development? *We have hired a professional engineering firm to assess the traffic at various nearby intersections. The resulting Traffic Impact Analysis recommends mitigating improvements and we will incorporate those recommendations into the development plan. Multiple points of access will disperse traffic.*
- 3) Will you install a traffic signal at North Main St and Horneytown Road? *The installation of a traffic signal is at the discretion of NCDOT.*
- 4) Will there be turn lanes? *Yes. The TIA recommends turn lanes on North Main Street at Delray Avenue and at the access point to Hwy 66..*
- 5) Will traffic back up from Hwy 66 and block the entrance to your property? *We do not expect so. We will consult with NCDOT and HPDOT.*
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- 7) Tim and Margot Moore at 202 Beechnut Drive request that engineers working on the property contact them for specifics about stormwater flow patterns on the property.
- 8) What will happen to the creek on the property? *The creek and adjacent steep slopes will be protected with required buffers in accordance with state and local requirements.*
- 9) Will your development result in flooding in Davidson County and the Westside Waste Water Treatment plant when the next hurricane hits? *We will adhere to all current required buffers and water runoff standards as prescribed by the state and local requirements.*
- 10) Will the property be fenced to prevent new residents from walking through the mobile home park to access properties along North Main Street? *No. We do not expect our residents will walk through the mobile home park.*
- 11) But they already do. *There are no new residents at this time.*
- 12) The blasting and noise from the Vulcan quarry and the smell from the asphalt plant will make it impossible to build apartments. You will have to build single family homes. *We expect the market studies will determine the best way to develop.*
- 13) Vulcan Materials looks forward to working with our new neighbors.

Submitted by Judy Stalder

The Stalder Group LLC PO Box 5581 High Point NC 27262
336.688.2204 jstalder@northstate.net

Dear Neighbor,

This letter is to notify you of a Citizen Information Meeting concerning a request for rezoning of property at the northeast corner of North Main Street and Delray Avenue. The meeting will be held on Wednesday, September 26 from 5:30 until 6:30 at The Keller Williams Building, 665 North Main Street, High Point NC 27260. At the meeting you will be able to learn more about our plans and ask any questions you may have. Dennis Bunker of Bunker Land Group and I will be available at this meeting. (Please refer to the enclosed statement from the High Point Planning and Development Department concerning Citizen Information Meetings).

Over two years ago Dennis and Kathy Bunker, of Bunker Land Group, amended the zoning of the southern portion of this property to Conditional Zoning RS-7. Since then we have had some interest from developers and builders, but none have been able to make the numbers work. We have also acquired additional property in the area. As a result, we are asking the City of High Point to annex the additional property and to rezone the entire tract to add some development flexibility. We will honor our prior commitment to protect the existing single-family residential uses with similar homes and/or planted buffers.

Please review the enclosed map:

Tract A: This is the property adjacent to most of the existing single family homes. The property will be developed with single family or twin family homes in accordance with the current R-7 district. If twin homes are built, there will be a planted buffer installed along the boundary adjacent to existing homes.

Tract B: This area may be developed with single family, twin homes and/or townhomes at a density of no more than 8 units per acre.

Tract C: This area may be developed with multifamily residences. A planted buffer will be installed along the property line adjacent to residential properties.

If you are unable to attend this meeting or you have questions prior to the meeting, you may contact me at 336.688.2204 or jstalder@northstate.net.

Thank you for your input in the past and we look forward to seeing you on Wednesday.

Sincerely,

Judy Stalder

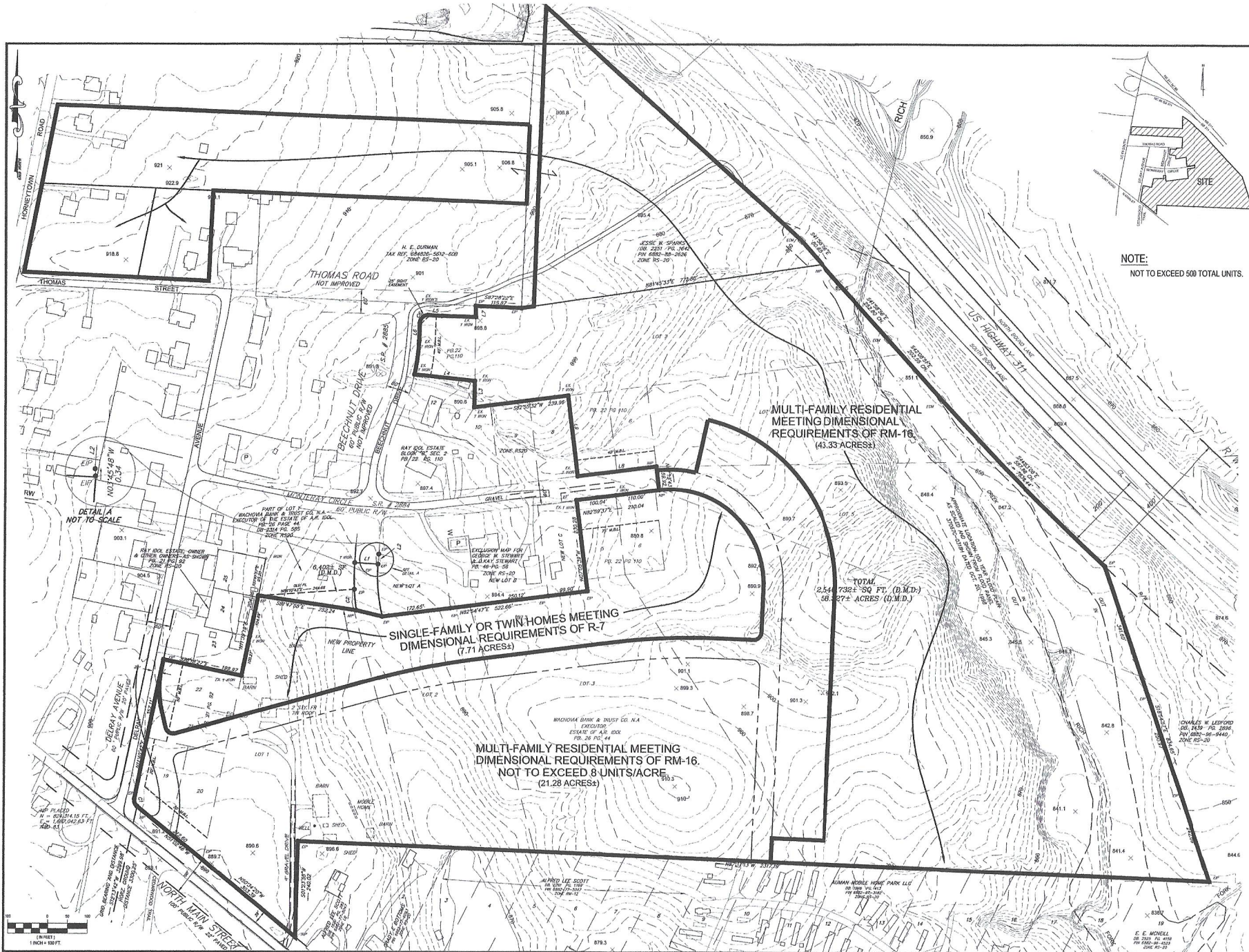
CITIZEN MEETING BUNKER REZONING

Name

Telephone

Email Address

Randy Scott	336-387-9675	scottselfstorage@northstate.net
Jim Bryan	336-345-7793	jbryanlj@gmail.com
Beverly Gibson	336 848-1357	N/A
Dennis Bunker	704-351-9757	
Janet Cecil	336-869-5042	N/A
Donna Annan (Ruby)	336-869-3477	
Ron & Sarah Martin	336-869-2070	
Mary C. Crutchen	336-889-1567	
Andrew Walling	980-258-4749	WALLINGANDREW@YAHOO.COM Andrew Walling @ Brokerages.com
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Margot Moore	336 847 1583	MargotbMoore@gmail.com
Denise Hallett	704-560-5304	hallettd@vmcmail.com.
Carolyn Stille	336-689-3028	



NOTE:
NOT TO EXCEED 500 TOTAL UNITS.

REVISIONS

ENGINEERING AND SURVEYING, INC.
LAND DEVELOPMENT CONSULTING
CORPORATION
4400 PARKWAY DRIVE
HIGH POINT, NORTH CAROLINA 27265
PHONE: (336) 812-8600 FAX: (336) 812-8790

PRELIMINARY

PRELIMINARY BUBBLE PLAN
FOR
DENNIS BUNKER
DELAIR & MONTERAY DRIVES
ABBOTTS CREEK TOWNSHIP, FORSTH COUNTY
CITY OF HIGH POINT, NORTH CAROLINA

PRELIMINARY BUBBLE PLAN

SCALE: 1" = 100'
DATE: 06-25-14
PROJECT: 1320-14
DRAWN BY: M.V.
SHEET 1

A wide-angle photograph of a black running track with white lane markings and numbers. The track curves to the right. In the background, there is a green field, trees, and a school building under a blue sky with white clouds.

8

**ACTION +
IMPLEMENTATION PLAN**



CHAPTER 8 > ACTION + IMPLEMENTATION PLAN

An implementation plan with prioritized action items is outlined below. The recommendations presented in Chapter 6 have been further refined into strategies and prioritized as short (1-5 years), mid (5-10 years), long-term (10+ years), and on-going action items. In the charts below, short term is indicated with an "ST," mid-term with "MT," long-term with "LG" and on-going with "OG". Short term items are those that have significant community support, have been postponed in the past, but have significant bearing on achieving the goals of this plan, or may immediately improve the function and efficiency of the Department. Each prioritized action item assigns a responsible party to foster accountability within the Department.

Priority Key:

ST – Short-Term (1-5 years)

MT – Mid-Term (5-10 years)

LG – Long-Term (10+ years)

OG – Ongoing

Each prioritized action item also assigns a responsible party to foster accountability within the Department. The responsible party has been identified based on the Department's four divisions: Park Maintenance, Special Facilities, Recreation and Administration with a fifth category for Leadership. The Leadership category specifically refers to the responsibilities of the Department Director and Assistant Director. Individuals under the Administration Division (AD) include marketing and finance staff.

Finally, performance measures enable the agency to track, recognize, and share success. It is important to note that performance measures have not been developed for all strategies. Performance measures only apply to strategies with metrics that regularly measure success. They have not been developed nor do they apply to strategies where the strategy is to simply complete the action item (indicated by "NA" for Not Applicable).

Group Responsibilities Key:

LD – The department leadership team, primarily the director and assistant director

PM – Park Maintenance Division

SF – Special Facilities Division

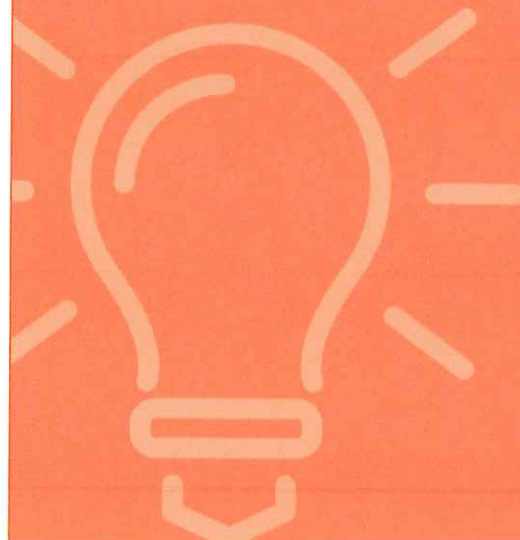
RC – Recreation Division

AD – Administration Division

OC – Outside Consultant

The Point of the Matter

After identifying all goals, a list of priorities as well as implementation strategies have been outlined and provided.



PARKLAND

To maintain a diverse, inclusive and connected network of parks and amenities reflecting current trends, while preserving the historic and natural character of the City's park system.

Goal 1 Provide Parks and Recreation amenities that are on-trend, including flexible spaces that can evolve with changing trends in recreation, Demographics and the needs and wants of the community.

Objectives	Strategy / Action Item	Group Responsible	Priority	Performance Measure
1.1 Identify opportunities to integrate on-trend amenities into existing and future parks such as fitness equipment, loop trails, labyrinths and other amenities that promote aspects of physical, mental, and spiritual wellbeing	Identify a list of parks in need of renovation or expansion	LD, PM, SF	ST	NA
	For each identified park, assess surrounding demographics, physical opportunities and constraints to propose appropriate amenities identified as meeting current trends	LD, PM, SF	MT	NA

Objectives	Strategy / Action Item	Group Responsible	Priority	Performance Measure
1.2 Provide more signed exercise or walking loop trails within individual parks	Incorporate looped trails into the High Point City Lake Park Master Plan update	LD, OC, PM, SF	ST	• NA
	Incorporate fitness equipment and opportunities for strength development in park retrofits and expansions	LD, OC, PM, SF	MT	• NA
	Provide flexible spaces for programming targeting physical fitness including yoga, walking, or running trails and boot camps	LD, OC, PM, SF	OG	• NA

Objectives	Strategy / Action Item	Group Responsible	Priority	Performance Measure
1.3 Maintain safe, accessible, and inclusive parks	Conduct an ADA audit to determine most needed ADA accessibility upfits	LD, OC, PM, SF	ST	- Use Connect NC Bond to fund upfits to dock at Oak Hollow Marina - Use CAPRA standards as a reference to guide project prioritization and funding
	Retain Park Rangers in Department Operations	LD, AD	OG	NA
	Collaborate with Park Watch groups to acknowledge and promote "eyes on the street" through marketing and events	LD, AD		NA
	Integrate inclusive amenities across the park system (See Objective 3.1)	LD, OC, PM, SF	OG	New inclusive amenities added as part of ongoing cycle of park upfits and improvements
	- Maintain site lines from streets across parks to assist in passive observation of spaces - Establish clear boundaries and buffers to demarcate public park space	LD, OC, PM, SF	OG	NA
	Install security cameras where security problems exist	LD, OC, PM, SF	ST	NA

Objectives	Strategy / Action Item	Group Responsible	Priority	Performance Measure
1.4 Evaluate and upgrade amenities and site furnishings to reflect a consistent pallet of materials across the department and current trends in materials and construction, resulting in improved longevity of equipment, extended hours of play, and reduced maintenance	Finalize standards for consistent pallet of materials and furnishings (trash receptacles, picnic tables, picnic shelters, grills, etc.)	LD, OC, PM	ST	NA
	- Convert 2 natural turf fields to synthetic turf at High Point Athletic Complex - Identify parks and fields requiring lighting upgrades to LED. Develop replacement list giving priority to larger complexes.	LD, OC, PM, SF	MT	NA
	Complete process of installing consistent park entrance and wayfinding signage	LD, OC, PM, SF		NA
	Conduct a cost-benefit analysis to determine the cost of continuing maintenance and upkeep of existing furnishings versus replacing with more durable furnishings	AD, LD	ST	NA

Objectives	Strategy / Action Item	Group Responsible	Priority	Performance Measure
1.5 Develop and update master plans for outdated parks to create new park configurations that reflect current neighborhood demographics and the surrounding community context	Create a Master Plan for High Point City Lake Park	LD, OC, SF	ST	NA
	Engage neighbors in the vision and design process	LD, OC	OG	Community engagement plan includes provisions for neighbors to creatively engage in design process.
	Implement master plan for Westchester Park	LD, OC	MT	NA

Objectives	Strategy / Action Item	Group Responsible	Priority	Performance Measure
1.6 Upgrade and / or expand parks to improve health and wellness and meet current recreation trends	Provide amenities such as fitness stations and trails that offer opportunities for improving strength and cardiovascular health as part of ongoing park and greenway renovations	LD, OC, PM	OG	NA
	Establish partnerships with health organizations such as GoFar to encourage use of public parks as fitness and exercise locations	LD, RC	ST	NA

Objectives	Strategy / Action Item	Group Responsible	Priority	Performance Measure
1.7 Add amenities that support programs residents identified as wanted or needed (such as amphitheaters to support special events, festivals, outdoor music and concerts)	Develop priority list of parks and facilities to receive expanded event space	LD, OC, PM, RC, SF	ST	NA

Objectives	Strategy / Action Item	Group Responsible	Priority	Performance Measure
1.8 Add amenities and facilities residents identified as priority investments such as nature trails, greenway trails, dog parks and community gardens	Provide 20.5 miles of new paved greenway trails or multi-use paths	LD, OC	LT	Number of paved or boardwalk greenway miles constructed
	Install 4.4 miles of new natural surface trails	LD, OC	MT	Number of natural surface trail miles constructed
	Install 4.8 miles of walking loops in existing or future parks	LD, OC	MT	Number of natural surface trail miles constructed
	Identify possible locations for community gardens	LD	MT	NA

Objectives	Strategy / Action Item	Group Responsible	Priority	Performance Measure
1.9 Update greenway system master plan and implement a robust greenway system that connects residential, civic and employment destinations and parks across the city	Update the existing city-wide greenway master plan to integrate the Southwest Renewal Foundation Greenway Plan and the Bike / Pedestrian Plan with other existing and planned greenways of adjacent communities	LD, OC	MT	NA
	Collaborate with the City's Transportation Department and Guilford County to coordinate multi-modal transportation planning that promotes greenways and connectivity	LD	LT	NA
	Complete feasibility study for trail connector between High Point City Lake Park and the Piedmont Environmental Center	LD, OC, SF	ST	NA
	Improve the geographic distribution of paved trails by extending the greenway and multi-use path system to new parts of the city	LD, OC	ST / MT	NA
	Identify opportunities for the Parks & Recreation Department to assist the Transportation Department with implementing the Bicycle and Pedestrian Plan.	LD		NA

Goal 2 Leverage and Enhance the Department's existing niche as an accessible amenity and service provider.

Objectives	Strategy / Action Item	Group Responsible	Priority	Performance Measure
2.1 Develop inclusivity plan that identifies current strengths and opportunities in services provided to special populations	Develop targeted marketing materials to tell the story of High Point as a provider of special populations amenities and programs	LD, AD	ST	Percentage increase in number of first-time participants
	Provide staff training, complete regular inclusivity reviews of parks and facilities and review plans for park renovations or expansions to ensure inclusive experiences and amenities are provided	LD, RC, PM, OC	ST	Appropriate staff have completed one inclusive training session per year.
	Include opportunities for inclusive play in the forthcoming High Point City Lake Park master plan	LD, OC	ST	NA
	- Provide ADA accessible dock access for non-motorized boats at Oak Hollow Marina - Provide an inclusive playground at Oak Hollow Marina	LD, OC, SF	MT	NC Connect Bond funds used to construct accessible doc access.
	Promote spaces that are inclusive for all people, with an emphasis on places accessible to populations with the disabilities found most frequently in High Point's population according to the City's demographics	LD, RC, SF	MT	NA

Objectives	Strategy / Action Item	Group Responsible	Priority	Performance Measure
2.2 Expand the variety of all-inclusive amenities	Incorporate new innovations in inclusive playground equipment to enhance the user experience for people with disabilities	LD, OC	MT	Percentage of construction budget dedicated to all-inclusive amenities
	Create amenities such as quiet zones or sensory spaces for people with cognitive or physical disabilities	LD, OC, SF	MT	Percent increase in participation by special populations
	Include accessibility as a selection criterion for determining the new standards for updated durable site furnishings and signage (see Objective 1.4)	LD	MT	NA

Goal 3 Enhance equity of parks by improving access, GEOGRAPHIC DISTRIBUTION and financial investment.

Objectives	Strategy / Action Item	Group Responsible	Priority	Performance Measure
3.1 Provide equitable geographic distribution of parks.	Expand parkland or amenities in the northern part of the city where new residential development is occurring.	LD, PM, RC, AD	MT	NA
	Acquire 155 acres of land.	LD, AD	LT	NA
	Avoid acquisition of new parkland areas of the city already meeting parkland level of service needs for the next 10 years	LD	OG	NA

Objectives	Strategy / Action Item	Group Responsible	Priority	Performance Measure
3.2 Provide equitable investment across the park system so all parks provide a safe and visually pleasing experience	Track park investment over the next 10 years to determine if equitable investment has been achieved and make recommendations for additional investment	LD, AD	OG	Study reveals improved financial equity of investment across City
	Ensure on-going maintenance and upgrades are prioritized across all parks in the system	LD, PM, RC	OG	NA

Objectives	Strategy / Action Item	Group Responsible	Priority	Performance Measure
3.3 Improve transportation access to parks across the city	Collaborate with the City's public transportation department to ensure public transportation service includes regional parks, community parks and recreation centers at a minimum	LD, Transportation	OG	NA
	As part of a larger greenway master plan, ensure connectivity of parks to residential, civic and employment centers via greenway trails	LD, OC	MT	NA
	Develop a feasibility study to connect City Lake Park to the Piedmont Environmental Center	LD, OC	ST	NA

Goal 4 Upgrade parks to include amenities the community desires in a way that creates significant experiences.

Objectives	Strategy / Action Item	Group Responsible	Priority	Performance Measure
4.1 Implement park design standards outlined in the park classifications while integrating opportunities to create unique experience within parks	Implement a community-based process using arts and cultural expression to rejuvenate parks and open spaces	LD, OC	OG	NA
	Integrate aspects of public art, history and culture into park design	LD, AD, OC	OG	Adopt 1% commitment: 1% of the total construction budget of each park shall be dedicated to inclusion of public art, history or culture.
	Create spaces for people from diverse backgrounds to share and create experiences.	LD, OC, RC, SF	OG	NA

Goal 5 Maintain the unique character and vernacular of existing parks.

Objectives	Strategy / Action Item	Group Responsible	Priority	Performance Measure
5.1 Maintain and improve health of streams and lakes, restore and preserve ecological function, and minimize erosion	Identify priority erosion challenges and address where needed, especially along lakes and streams in parks	LD, PM, SF	ST	NA
	Identify opportunities for environmental education and restoration at parks with streams and riparian buffers including Armstrong Park, Council Street Park, Southside Park and Eastside Park	LD, RC, SF	MT	NA
	Develop stream restoration and mitigation banking master plan to identify specific projects and financial outcomes	LD, OC	LT	NA
	Identify opportunities for integration of stormwater management facilities into overall site design, especially low impact development techniques	LD, OC	OG	NA

Objectives	Strategy / Action Item	Group Responsible	Priority	Performance Measure
5.2 Identify options for improving or expanding parking and overflow parking opportunities at parks	Assess need for overflow parking at City Lake Park, Deep River Recreation Center and Oakview Recreation Center	LD, OC, SF	ST / LT	Completed parking study
	Train recreation center staff and event volunteers on overflow parking management and safety	LD, PM, SF, RC	ST	Map of overflow parking areas created and distributed to park and recreation center staff

Objectives	Strategy / Action Item	Group Responsible	Priority	Performance Measure
5.3 Maintain mature tree canopy and protect specimen trees across the park system	Determine existing tree canopy coverage for relevant parks and establish tree coverage retention metric	LD, PM, SF	MT	Measure for % tree coverage of overall site area is developed for each park
	Complete tree surveys at identified parks and include a tree loss and replacement schedule	LD, SF, PM	MT	NA
	Apply for Tree City USA designation and leverage Urban Forestry Grants to fund tree replacement schedule	LD, AD	ST	Secure Tree City USA designation

Objectives	Strategy / Action Item	Group Responsible	Priority	Performance Measure
5.4 Collaborate with other City departments to ensure plans for stormwater, land use, open space preservation, cultural resources and endangered species and are well-coordinated. Recommendations from other departments that are related to parks and recreation can be identified and incorporated into Department work plans if needed	Identify existing plans and recommendations the City has adopted that relate to the Parks & Recreation Department's work or land	LD	MT	NA
	Identify and assign liaisons with other departments and commissions	LD	ST	NA
	Include other Departments in park planning and design projects	LD	OG	NA
	Hold quarterly or twice-annual cross-departmental meetings to review goals, plans and opportunities for partnerships	LD	OG	NA
	Identify opportunities for cost-sharing to maximize department resources and achieve joint goals	LD	OG	NA

Objectives	Strategy / Action Item	Group Responsible	Priority	Performance Measure
5.5 Identify opportunities to integrate the City's history into park placemaking	Determine top priorities for enhancing historic recognition in parks	LD, SF	ST	Adopt 1% commitment: 1% of the total construction budget of each park shall be dedicated to inclusion of public art, history or culture.
	Partner with local historians or historic societies to generate content for historic interpretation	LD, AD	ST	NA
	Develop and implement historic recognition amenity plans to include interpretive signage, public art, re-use of salvaged materials, interpretive trails and walks with markers, and opportunities for historic programming (history walks, reenactments, performances, etc.)	LD, SF	OG	NA



FACILITIES

To maintain a variety of recreation and educational facilities that provide spaces for users to be active, involved and grow within their community.

Goal 1 Maintain high-quality facilities that meet user needs in a safe and enjoyable way.

Objectives	Strategy / Action Item	Group Responsible	Priority	Performance Measure
1.1 Repair and / or replace damaged building systems	Correct thru-wall flashing issues at stone base and masonry walls	LD, SF, PM	ST	NA
	Allow for proper water drainage from roof by repairing damaged gutters and downspouts	LD, SF, PM	ST	NA
	Upgrade finishes and fixtures to enhance visual appeal and user experience	LD, SF, PM	MT	NA

Objectives	Strategy / Action Item	Group Responsible	Priority	Performance Measure
1.2 Maintain and upgrade HVAC, electrical and roof building systems	- HVAC: - Assess existing electrical and HVAC systems and issues to determine the remaining lifespan and corrective course of action - Clean HVAC ducts and diffusers - Create cost-benefit analysis of installing or improving HVAC climate control at specified facilities to increase comfort and rentability	LD, SF, PM, OC	ST	- Improved indoor air quality and interior finishes - Yearly inspections completed - All HVAC ducts and diffusers cleaned on a rotating schedule - Updated deferred maintenance list - Price of renovation versus revenue generation potential of increasing space for rentals and programs
	- Walls and Masonry: - Repair damaged gutters and downspouts. - Correct thru-wall flashing issues at stone base and masonry walls	LD, SF, PM, OC	ST	- Yearly inspections completed - Updated deferred maintenance list
	- Roof, Gutters, and Downspouts - Examine roof assemblies for leaks and failures with special attention to areas with evidence of water staining and damage	LD, SF, PM, OC	ST	Proper drainage at building foundations and sidewalks
	Assess exterior canopies and slate for repair or removal	LD, SF, PM, OC	ST	- Price of repair versus removal and replacement to determine best course of action - Updated deferred maintenance list
	Generate and update building system maintenance plans	LD, SF, PM,	OG	Creation of quarterly and annual maintenance plans
	Complete structural, mechanical and electrical assessments at aging facilities	LD, SF, PM, OC	OG	Updated deferred maintenance list
	Improve maintenance plans for each facility and train staff on implementation of maintenance plans	LD, SF, PM,	MT	Maintenance plans for all facilities have been updated

Objectives				
1.3 Upgrade interior finishes	Strategy / Action Item	Group Responsible	Priority	Performance Measure
	Replace damaged interior finishes such as flooring, ceilings, walls, doors, and casework to maintain the longevity of interior spaces	P&R Facilities	ST, MT, LT	Increased lifespan of interior spaces
	Remodel interior finishes to meet current styles and trends to create more inviting, desirable, and rentable space for the community and organizations	LD, SF, PM, OC	ST, MT, LT	Increased rentability
	Create action plan for interior finish upgrades prioritizing highly trafficked areas and finishes that are already damaged	LD, SF, PM, OC	ST	Prioritized action plan for interior finishes based on themes identified in the facilities analysis chapter
	Align deferred HVAC maintenance projects with interior renovation projects allows an opportunity for 'behind-the-scenes' projects to be completed with visual improvement projects	LD, SF, PM, OC	ST, MT, LT	Completed deferred HVAC maintenance projects
Objectives				
1.4 Maintain security and safety systems for visitors and staff	Strategy / Action Item	Group Responsible	Priority	Performance Measure
	Identify items where safety and security systems are lacking at all facilities	LD, SF, PM	ST, OG	Security action plan has been developed
	Address known safety concerns such as inadequate site lighting and properly latching exterior doors	LD, SF, PM, OC	ST	Improved facility safety
	Update site fencing to control user and visitor access to site elements and exterior equipment	LD, SF, PM, OC	OG	Improved site and equipment safety
	Use the plans recommendations as a guide to create a prioritized long-term renovation and maintenance plan for repairing and replacing flooring, wall finishes, and restroom finishes	LD, SF, PM, OC		NA

Goal 2 Create public facilities that are usable by all ages and ability levels.

Objectives	Strategy / Action Item	Group Responsible	Priority	Performance Measure
2.1 Incorporate American Disabilities Act (ADA) improvements into existing facilities	Incorporate ADA improvements into facility master plans and renovation projects	LD, SF, PM, OC	ST, MT	ADA improvement action plan
	Continue to track ADA compliance	LD, SF, PM, OC	OG	Issue annual ADA compliance report
	- Update bathroom and comfort facilities to ADA standards. Improvements may include: ➤ Installing grab bars ➤ Insulating pipes and drains ➤ Spatial reconfiguration of stalls ➤ Accessible shower facilities ➤ Water fountains	LD, SF, PM	ST	Providing ADA compliant restrooms at all facilities
	Update front desks to have wheelchair-accessible height counters	LD, OC		NA
	Conduct accessibility audit of facilities	LD, OC		HA

Goal 3 Renovate facilities with multi-functional spaces to respond to changes in facility demand generated by changing demographics and trends.

Objectives	Strategy / Action Item	Group Responsible	Priority	Performance Measure
3.1 Plan for a new senior center, creating a facility that meets the current needs while allowing for future growth and flexibility	Program a new senior center to provide the highest level of senior activities and programs	LD, OC, RC	ST	Increased percentage of senior attendance in programs
	Create a feasibility study to identify future amenities needs including spatial requirements and a location for a new senior center	LD, RC, OC	ST	NA

Objectives	Strategy / Action Item	Group Responsible	Priority	Performance Measure
3.2 Use the Priority Investment Rating (PIR) score to prioritize refurbishing and improvements of existing facilities	Determine facilities that need renovation or that are important to the community based on the PIR results.	LD, RC	ST	NA
	Establish minimum space requirements for new programmed spaces to support PIR	LD, RC, SF	ST	NA
	Maximize use of existing facilities prior to planning or pursuing new construction	LD, RC, SF	ST, MT, LT	Improved percentage of occupied vs total available square footage

Objectives	Strategy / Action Item	Group Responsible	Priority	Performance Measure
3.3 Promote safe and culturally diverse facility uses specifically for growing minority populations	Train staff to work with the diverse populations of the community	LD, RC, SF	OG	Increased percentage of attendance by minority populations
	Provide culturally diverse programs and activities	LD, RC, SF	OG	NA
	Address language barriers that are present within facilities, including building signage and programs	LD, SF, RC	OG	NA
	Install security cameras in recreation centers			NA

Objectives	Strategy / Action Item	Group Responsible	Priority	Performance Measure
3.4 Recapture underutilized spaces for additional program space	Assess existing facilities and program attendance to determine underutilized spaces and underperforming programs	LD, SF, RC	ST	NA
	Determine amount of storage needed to support different programs in multi-functional spaces	LD, SF, RC	ST	NA
	Perform feasibility study to determine remodel needs to meet new program space requirements or identify off-site or non-permanent storage alternatives	LD, SF, RC	ST, MT	NA



PROGRAMMING

To establish a set of sustainable core program areas that support the recreation needs and facilities developed by the City while defining High Point Parks & Recreation Department's niche within the market in the most cost-effective manner.

Goal 1 Develop a Recreation Program Plan for the City that is outlined one year in advance.

Objectives	Strategy / Action Item	Group Responsible	Priority	Performance Measure
1.1 Create, document, and approve program development process and marketing strategy to meet the Commission for Accreditation of Parks and Recreation Agencies (CAPRA) accreditation standards and incorporate into the recreation program plan	Review CAPRA standards for programming to ensure they are captured within the program plan	LD, SF, RC	ST	NA
	Use program development and decision-making matrix from the program assessment as the basis for the program development process	LD, SF, RC	ST	NA
	Incorporate marketing methods into program development process for staff to select the best approach for new and existing programs. Staff to collaborate with the marketing coordinator as part of the marketing strategy implementation	LD, SF, RC, AD	ST	NA
	Develop miniature business plans of two to three pages for each core program area using the program assessment as an organizational template	LD, SF, RC, PM, AD	ST	Completed mini business plans documented for each core program area to be reviewed and approved
	Continue using quality management methods and incorporate methods into the recreation program plan	LD, SF, RC	ST	NA
	Integrate recreation plan outcomes and key program performance indicators into annual performance goals for staff (part-time and full-time)	LD, SF, RC	OG	All staff receive annual written performance review

Objectives	Strategy / Action Item	Group Responsible	Priority	Performance Measure
1.2 Create, document, and approve Program standards and incorporate into Recreation Program Plan	Define and document program standards including program goals and outcomes, marketing expectations, in-house and contracted programming, program structure, program supplies, check-in procedures, inclement weather procedures, cancellations, and employee responsibilities	LD, SF, RC	ST	Program standards are documented for review and approval
	Define standards for the best customer service experience including staff arrival time, set up, easily identifiable check-in location, name tags, greeting participants, safety check of program location, delivery of service, and evaluation distribution	LD, SF, RC, AD	ST	All aspects of service delivery from start to finish are defined and documented for review and approval
	Define and establish sponsorship program that includes sponsorship benefits, recognition including communicated sponsor thank you, sponsor message, and any promotional items or discounts to be provided to participants	LD, AD, RC	ST	Determine and document the program sponsor benefits and when they are to be delivered to participants during the program/event

Objectives		Strategy / Action Item		Group Responsible	Priority	Performance Measure
1.3 Train staff and contractors to desired outcomes of the recreation program plan		Create training session for program development and program standards as part of the onboarding process for all recreation division staff and new hires (full-time, part-time, seasonal, and volunteers)		LD, SF, RC	ST	Training presentation created with High Point Parks & Recreation branding for review and included in the annual training calendar
		Create and distribute a contracted program provider manual to contracted staff for consistency in service delivery		LD, RC	ST	Documented for review and approval
		Conduct an orientation for contracted program providers prior to service delivery		LD, AD, RC	OG	Orientation presentation created for review and scheduled periodically throughout the year to deliver as contracted providers are brought on

Goal 2 Expand upon the six core program areas and establish two more core program areas with new programs based on trends and the Comprehensive Master Plan Survey.

Objectives	Strategy / Action Item	Group Responsible	Priority	Performance Measure
2.1 Expand existing and develop new programs in the core program areas of: afterschool/camps, athletics, fitness/exercise, instructional, special events, special interest, outdoor adventure/nature education, cultural arts	- Administer surveys to program participants to determine the types of activities within each core program areas they might participate in - Make data-driven decisions using the results of the statistically valid survey to develop new programs: Youth - Outdoor music and concerts - Special events and family festivals - Aquatic programs - Art, dance, performing arts - Outdoor adventure programs - Swimming - Education and life skills programs Adult - Adult fitness and wellness programs - Outdoor music and concerts - Special events and family festivals - Education and life skills programs - Outdoor adventure programs	LD, RC, SF	ST	Complete and compiled evaluations to determine activities of interest for cross promotion and reporting
		LD, SF, RC	ST	Develop 3 new events or festivals in the areas of performing arts, art, outdoor adventure, age segment interests, holidays, and celebrations of food or culture days
	Complete the program development process for each new program and save to track participation trends and data driven decision-making	LD, SF, RC	ST	NA
	Create descriptions, features, advantages, and benefits to describe each core program area and place these on the website and in print materials	LD, SF, RC, AD	OG	Complete list of core program areas with descriptions, features, advantages and benefits defined
	Evaluate core program areas and individual programs on an annual basis	LD, SF, RC	OG	Update annually the program classifications, program life cycle stages, cost recovery goals vs actuals, pricing strategies, and age segments served to reflect the program portfolio implemented

Objectives				
Strategy / Action Item		Group Responsible	Priority	Performance Measure
2.2 Develop, implement and evaluate new program areas within the core program areas using the program development process recommended in the program assessment	Identify internal factors, sponsorship and partnership opportunities, and market competition for each new program using the program development process	LD, AD	OG	Complete program development process, marketing strategy, implementation, and evaluations for all new programs reporting the overall success and challenges
	Develop a strategy for each new program identifying the existing methods and any unique promotion or cross promotional opportunities using the marketing and promotion methods	LD, RC, SF, AD	OG	Complete marketing strategy for all new programs and messaging to promote and cross promote as identified
	Evaluate new programs individually based on established performance measures	LD, SF, RC	OG	Complete and compiled evaluations to determine customer satisfaction, potential cross promotion of programs, and any adjustments that need to be made before the program is offered again
	Administer surveys to new program participants to differentiate between local versus national trends to ensure the City's programs are relevant	LD, SF, RC	OG	Incorporate into new program evaluations questions that identify other opportunities being offered by the City to gauge interest and cross promote programs

Goal 3 Increase participation and revenue potential through established processes, goals, and outcomes.

Objectives	Strategy / Action Item	Group Responsible	Priority	Performance Measure
3.1 Develop key program performance measures by tracking seasonal participation, minimum and maximums, cancellations, cost of services, cost recovery levels met, customer satisfaction levels, program life cycles, classification, and pricing strategies	Review and improve formal volunteer and partnership policies and agreements (see appendix 3 for best practices)	LD, SF, RC	ST	Document policies with best practices identified within the program assessment
	Continue the cycle of evaluating programs on individual merit	LD, SF, RC	OG	Complete annually
	Evaluate programs based on their mix within the whole offerings (program portfolio) of the department	LD, SF, RC	OG	Complete annually
	Conduct satisfaction surveying after every program to track customer satisfaction	LD, SF, RC	OG	Complete and compile evaluations to determine customer satisfaction, potential cross promotion of programs, and any adjustments that need to be made before the program is offered again
	Track volunteers, volunteer hours, and partnerships	LD, SF, RC	OG	Create spreadsheet or use other software to track volunteers, areas of interest, hours volunteered, partnerships, what worked well, what changes are needed, and determine if continuing the partnership is in the best interest of the City

Objectives	Strategy / Action Item	Group Responsible	Priority	Performance Measure
3.2 Develop a quality assurance audit form, establish the audit process, and regularly conduct audits to ensure the best customer experience	Develop and document the quality assurance audit form based on the outcomes of the recreation program standards. See Example in Appendix 5	LD, SF, RC	ST	Complete and approved form based on the program standards outcomes
	Define and document the quality assurance audit process from start to finish	LD, SF, RC	ST	Complete documentation of the process including reporting and follow up with staff
	Regularly conduct quality assurance audits at programs within each core program area	LD, SF, RC, AD	OG	Develop a schedule of auditors and program dates for each season
	Train staff in key positions on auditing, communicating excellence, and addressing inconsistencies in delivery of service as part of reporting observations	LD, SF, RC, AD	OG	Staff in key positions selected and training is conducted
	Schedule periodic refresher training sessions to address unmet expectations observed through quality assurance audits	LD	OG	Added to the annual training calendar

Objectives	Strategy / Action Item	Group Responsible	Priority	Performance Measure
3.3 Invest in marketing and communications of the Department, facilities, and programs to increase customer engagement, followers on social media, and the organization's reach	Review CAPRA Standards for marketing and communications to ensure they are captured within the marketing plan	LD, AD	ST	Completed review and suggested language capturing the essence of CAPRA Standards for review and approval
	Develop a customer-focused strategic marketing plan specifically for the City's parks, recreation and events	LD, AD	ST	Completed plan including the internal marketing process for staff, strategy for facilities, strategy for recreation, strategy for administration, strategy for communicating projects, and a strategy for maintenance
	Establish priority population segments to target in terms of new program, service development, and communication tactics	LD, AD	ST	Identify and document segments by age, origin, location in the City, interest groups or clubs, household make up, characteristics, and places they visit to develop words and terms to meet them where they are and draw them in.
	Build volunteerism to serve marketing and communication efforts and recruit new volunteers with new skills as the marketing program grows	LD, AD, SF, RC	OG	NA
	Establish and regularly review performance measures for marketing	LD, AD	ST/OG	Completed performance measures including return on investment by marketing, expanding reach, increasing relevance, and brand consistency
	Where possible leverage relationships with partners to enhance marketing efforts through cross-promotion	LD, AD	ST	Ensure all partnership agreements include expectations for advertising, promotion and communication of partner's activities; the partnership successes; and advantages and benefits of the partner's products and services

3.3 Continued...	Continue to create Facebook content that encourages followers to share with others	LD, AD	OG	Identify opportunities to tell the Department's story, develop messaging that emphasizes the human connection and post for engagement
	Benchmark customer base and public awareness of the brand	LD, AD	OG	Marketing and staff to include questions in surveys for when out in public events to determine the level of awareness
	Establish a list of social media contests	LD, AD	ST	Improved engagement to increase awareness, obtain pictures, give away functional promotion packages, and entice people to participate
	Develop a social media content calendar and database	LD, AD	ST/OG	Develop and regularly update the social media content calendar
	Research and acquire a social media post scheduling software	LD, AD	ST	Research complete with a recommendation of software that empower staff to schedule social media posts

Goal 4 Conduct a capacity study for programs and facilities to understand use patterns, gaps and opportunities for enhancements.

Objectives	Strategy / Action Item	Group Responsible	Priority	Performance Measure
4.1 Determine current level of use and gaps in programs and facilities	Facilities: Monitor hourly use of programmable spaces in facilities including the group/organization using, number of people in the facility, day of the week, and month	LD, RC, FC	ST	Develop spreadsheet and monitoring process, collect data and compile for analysis
	Analyze past two to three years of program participation by program to verify program life cycles, identify trends, identify which programs are not reaching maximum and how many vacancies exist	LD, RC, FC	ST	Complete updated life cycle distribution, participation trend analysis, recommended program modifications and new programs
	Identify programs that should be re-energized or retired and take the necessary course of action	LD, RC, FC	ST	List of programs under review and analysis conducted
	Identify segments of the population that could potentially fill program gaps in participation and develop messaging for that target market to entice participation	LD, RC, FC	ST	Completed messaging and advertising with a report on the return on investment, successes and challenges

Objectives	Strategy / Action Item	Group Responsible	Priority	Performance Measure
4.2 Identify the highest and best use for facility space to fill gaps identified in the capacity demand study	Annually conduct similar provider analysis that includes the number of participants, maximum participation, cost of service, available discounts, hours of operation, weekly hours, location of provider facilities	LD, RC, FC, AD	ST	Update market analysis on a regular basis for staff to use in making programs and facility programming decisions
	Using data sources provided as part of the comprehensive master plan, determine the best programs to fill space in facilities	LD, RC, FC,	OG	Develop and implement new programs, potential partnerships and/or contracted services to fill gaps by using trends, demographics, capacity demand study, and the survey in decision making
	Using data sources provided as part of the comprehensive master plan, determine the best programs to create based on gaps left in programming from retired programs	LD, RC, FC,	OG	Completed new program development process using trends, demographics, capacity demand study, and the survey to implement the new programs
	Track and document success and challenges in filling gaps identified in facilities and with programming	LD, RC, FC,	OG	Develop tracking method for the information gathered on efforts to fill gaps in facilities and programming to report success and challenges to administration

Objectives	Strategy / Action Item	Group Responsible	Priority	Performance Measure
4.3 Monitor solutions to fill gaps ensuring the results of improving underutilized spaces and programs	Monitor new programming filling gaps by hourly use of programmable spaces in facilities, the activity, the group/organization using, number of people in the facility, day of the week, and month	LD, RC, FC	OG	Consistent tracking of space and new program participation to report success and challenges to administration
	Remain responsive to changing circumstances and make adjustments as necessary to quickly fill space and programming when cancellations occur, or programs end	LD, RC, FC	OG	Report specific instance and possible solutions to administration

OPERATIONS + MAINTENANCE

Develop and maintain parks, facilities, trails, and amenities throughout the City to meet the needs of the community and visitors.

Goal 1 **Revise and upgrade maintenance plan to be the foundation of operations for the current park system while accounting for internal and external needs as the system evolves.**

Objectives	Strategy / Action Item	Group Responsible	Priority	Performance Measure
1.1 Manage workloads as the park system evolves and the City continues to address the needs of the community to ensure higher standards are sustainable	Expand current use of crew scheduling to all major operations functions to track time and quality within the work system	LD, PM	ST	NA
	Continue using the work order system to document preventative maintenance tasks, routine maintenance, housekeeping, programs and event support, scheduled improvements, and emergency repairs	LD, SF, PM	OG	Run reports from the work order system to communicate on the performance measures
	Conduct a cost-benefit analysis on additional responsibilities to determine if there is a benefit to contracting services versus taking on in-house	LD, AD, PM	OG	Identify the opportunity and acquire quotes as needed
	Implement park design standards that minimize additional maintenance over the life of amenities, landscaping, and assets. (see park classification in Appendix 1)	LD, OC	ST	Use design standards developed as part of the comprehensive master plan for parks and facilities to inform staff, architects, engineers, and contractors doing the work

Objectives	Strategy / Action Item	Group Responsible	Priority	Performance Measure
1.2 Manage operations with a cost of service model for park maintenance and horticulture standards to determine what level of park maintenance the City can sustain	Develop cost of service tables and incorporate into the maintenance management plan. See Appendix 5I for cost of service table example	LD, AD, PM, SF	ST	Completed tables including the type of work, purpose, frequency, defined unit, number of hours, right position for the job, salary, and FTE
	Update cost of service spreadsheet as amenities, parks, facilities, and tasks evolve to meet the community's needs	LD, AD, PM, SF	ST	Annually, update the cost of service spreadsheet to accurately represent facilities, amenities, and adjustments in pay
	Determine total cost of ownership as part of any new amenity, facility or park developed	LD, AD, PM, SF	ST	Calculate and document the total cost of ownership using the cost of the amenity, park, or facility along with the long-term maintenance over the life of the asset, component replacement costs, the cost to replace the asset once the life has expired, and include inflation estimates
	Develop an asset life cycle spreadsheet and communicate the total cost of ownership for all existing and any future parks	LD, AD, PM, SF	OG	Asset life cycle spreadsheet completed

Objectives	Strategy / Action Item	Group Responsible	Priority	Performance Measure
1.3 Determine whether having the Department's crews maintain 216.09 acres of rights of way and medians is the most efficient use of department resources or whether it would be better to have this resource dedicated to park maintenance and upkeep.	Conduct a feasibility study to determine whether the City's non-parkland maintenance responsibilities could be met through contracting out work or developing maintenance partnerships.	LD, PM	ST	NA

Goal 2 Assess the full need for space, staff, and equipment within operations and MAINTENANCE to develop a plan to address all needs.

Objectives	Strategy / Action Item	Group Responsible	Priority	Performance Measure
2.1 Identify current space constraints, calculate current needs, calculate future needs, locations, and communicate those needs to officials	Conduct a space demand analysis for current operations	LD, AD, PM, SF	ST	Completed space analysis including regularly used equipment, periodically used equipment, temporary storage for materials on a project, employee parking, and staff needs
	Identify current constraints impeding the operations, specifically regarding maintenance operations for golf courses	LD, AD, PM, SF	ST	Completed spreadsheet looking at the drive times, storage, employee spaces, location of equipment, building layout, and the use of old technology
	Project and account for maintenance of anticipated future operational increases due to evolving facilities and amenities or additional mandates	LD, AD, PM, SF	OG	Using the cost of service spreadsheet created for tasks, complete an operations and maintenance cost report for all existing parks, amenities, and mandates. This can be used to communicate the long-term costs associated with the department's efforts to avoid adding to deferred maintenance and significant maintenance burden in the future.
	Identify overall cost of replacement assets to report the total cost of ownership to avoid adding to the deferred maintenance	LD, AD, PM, SF	OG	Using the cost of service spreadsheet created for tasks, complete a cost report as part of the projections for long-term maintenance of all replaced assets

Goal 3 Address deferred maintenance, aging assets and infrastructure.

Objectives	Strategy / Action Item	Group Responsible	Priority	Performance Measure
3.1 Continue developing a more comprehensive plan to alleviate, monitor, and communicate progress of addressing the deferred maintenance	Continue to update deferred maintenance plan as needs are removed after being addressed	LD, AD, PM, SF	OG	Comprehensive deferred maintenance plan to include location, age, current condition, anticipated critical condition date, inspections, and approach of the Department to limit additional deferred maintenance.
	Identify any developing deferred maintenance needs that arise and add to the plan	LD, AD, PM, SF	OG	Add any new needs that arise to the deferred maintenance plan and begin to explore the means to address them
	Develop an infographic that can be updated to communicate progress of alleviating deferred maintenance	LD, AD, OC	ST	Completed infographic that illustrates the amount saved, how much has been done in-house versus contracted out, the benefit to the park system, and the advantage to the citizens
	Use deferred maintenance plan as part of the budget development process to support requested funding levels	LD, AD, PM, SF	OG	Review all data regarding operations and maintenance collected each year during the budget process to communicate the needs and the impacts to the system if the needs are not met

Goal 4 Improve operational efficiencies and effectiveness across all department divisions through updated and approved job descriptions, policies and procedures.

Objectives	Strategy / Action Item	Group Responsible	Priority	Performance Measure
4.1 Create and update all operational Departmental documentation necessary to achieve CAPRA Accreditation	Review CAPRA Standards for programming to ensure they are captured within the policies, procedures and operations	LD, RC, PM, SF	ST	Completed review and suggested language capturing the essence of CAPRA Standards for review and approval
	Define and update the process for developing and implementing policies, rules, regulations, and procedures	LD, RC, FC, PM	ST	Completed documentation on how policies, rules, regulations, and procedures are developed and implemented
	Continue to update organizational structure annually or as needed	LD	OG	Completed update to the organizational structure including the name of the employee, the position, and any restructuring
	Develop and document a statement of purpose for each division, facility and core program area to guide the work of staff with involvement in each division, facility or core program area.	LD	ST	Completed purpose statement for each division, facility, and core program area
	Develop or update an administrative manual including policies, procedures, important administrative topics, including financial procedures, risk management, customer services and human resources	LD	ST/OG	Completed manual or section of the employee manual that covers the operations of administrative duties
	Develop or update communications system to insure the accurate and timely transfer of information both internally and externally	LD, AD	ST/OG	Identify and document the necessary communications of the Department including emergency contacts, phone chains, reporting, emergency action plan, and when someone is unavailable

4.1 Continued...	Develop or update the coordinated process of public information, community relations and marketing	LD, AD	ST/OG	As part of the marketing and communications plan, document the processes and train staff on protocols
	Update Records Management Policy and procedures	LD	ST/OG	Identify whether the City has a Records Management Policy, and if not, develop and document the Records Management Policy and train staff
	Update job descriptions of current staff as needed	LD	ST/OG	Completed and approved job descriptions
	Develop, document, and communicate the features, advantages and benefits of being employed with the City Parks & Recreation Department	LD, AD	ST/OG	Develop a one-page document marketing to prospective employees
	Update the Department's employment philosophy regarding pay, features, advantages, and benefits to help with attracting and retaining quality employees	LD, AD	ST/OG	Develop an employment philosophy that demonstrates a caring and preparing for the future approach to developing new hires in a manner that will benefit them for their career

Goal 5 Focus and expand marketing efforts to improve return on investment and reach of the parks and recreation system.

Objectives	Strategy / Action Item	Group Responsible	Priority	Performance Measure
5.1 Understand the return on investment of marketing efforts to maximize effectiveness.	- Track user information and participation metrics to calculate return on investment analysis to understand impact marketing is having on revenue in all divisions - Continue tracking impact of out-of-town guests	LD, AD, RC, SF	ST	NA
	Implement regularly scheduled coordination meetings between marketing and program/recreation staff to ensure messaging is consistent and impactful	LD, AD, SF, RC	ST	NA

Objectives	Strategy / Action Item	Group Responsible	Priority	Performance Measure
5.2 Target residents not currently engaged with the parks and recreation system to educate new users on what park and recreation opportunities exist throughout the City	Identify potential user groups currently not engaged in the parks and recreation system	LD, AD	ST	NA
	Develop a targeted marketing plan to reach potential users	LD, AD	ST	NA
	Complete Return on Investment assessment annually to measure impact of targeted marketing efforts	LD, AD	OG	Participation and use rates increase



Ensure the Department meets its yearly cost recovery goals and achieves maximum cost-benefit of parks and recreation operations for the City's residents.

Goal 1 Develop a full cost of service assessment for the Department to determine unit costs in parks and cost recovery goals in Recreation, Special Facilities, Parks and Administration Divisions.

Objectives	Strategy / Action Item	Group Responsible	Priority	Performance Measure
1.1 Develop cost of service for the department and each division within the department	Define the indirect costs of service including overhead costs like utilities, insurance, etc.	LD, AD	ST	Completed spreadsheet including the unit costs for all overhead
	Define and document the cost of service for Administration, Parks, Recreation, and Special Facilities Divisions	LD, AD	ST	Completed cost of service for each division and the Department to be used as part of establishing cost recovery goals
	Amend the program development process and program budget to account for indirect cost recovery where applicable	LD, AD, SF, RC	ST	Complete amended budget form and implementation

Objectives	Strategy / Action Item	Group Responsible	Priority	Performance Measure
1.2 Develop miniature business plans and performance measures for all cost centers	Develop business plans for special facilities (tennis center, golf courses, campground, marinas) and recreation centers.	LD, AD, SF	ST	Completed business plans
	Establish reporting protocols on business plan implementation and progress	LD, AD, SF	ST	Completed reports (monthly or quarterly) identifying successes and challenges
	Train staff on the business operations, as outlined in the business plans, for each of the cost centers and facilities	LD, AD, SF	ST	Developed training presentation on the business plans and cost of service approach to pricing
	Set performance measures from the business plans and incorporate into staff goals for accountability	ALL	ST/OG	Completed goal reviews (monthly or quarterly) and evaluations (annually)

Goal 2 Adopt cost recovery goals for Special Facilities and Recreation Divisions to achieve equity, revenue production efficiency, and redistribution of income.

Objectives	Strategy / Action Item	Group Responsible	Priority	Performance Measure
2.1 Evaluate programming pricing policies and consider diversifying pricing strategies.	- Develop pricing policy that considers: - Cost Recovery Goal Pricing - Age Segment Pricing - Group Discounting and Packaging - Non-prime time - Level of Exclusivity Pricing - Incentive Pricing - Prime time	LD, AD, RC, SF	ST	NA
	Establish cost recovery goals for each cost center	LD, AD, RC, SF	MT	Revenue is increased (if cost recovery goals established are increased)

Goal 3 Increase revenues and decrease expenses to achieve cost recovery goals.

Objectives	Strategy / Action Item	Group Responsible	Priority	Performance Measure
3.1 Develop additional funding mechanisms to support the department over the next 10 years	Explore the external funding strategies identified within Chapter 7.	LD, AD	ST	Determine level of implementation and if feasible accomplish adding the funding sources
	Explore the capital funding strategies identified within Chapter 7.	LD, AD	LG	Determine level of implementation and if feasible accomplish adding the funding sources
	Explore the user fee funding strategies identified within Chapter 8.	LD, AD	ST	Determine level of implementation and if feasible to accomplish adding the funding sources
	Explore the grant funding strategies identified within Chapter 8.	LD, AD	ST/LG	Determine level of implementation and if feasible to accomplish adding the funding sources
	Explore the tax funding strategies identified within Chapter 8 to determine if feasible	LD, AD	LG	Determine level of implementation and if feasible to accomplish adding the funding sources
	Explore the franchise and license funding strategies identified within Chapter 8.	LD, AD	ST	Determine level of implementation and if feasible to accomplish adding the funding sources
	Continue to annually review the fees and charges for programs and update as needed	LD, AD	OG	Determine through cost of service if fee and charges increases are necessary and recommend to the Board and Council for approval
	Develop a Corporate Sponsorship policy and package to market to local businesses	LD, AD	ST	Completed corporate package and market the benefits through a social media campaign and to businesses while networking

Objectives		Strategy / Action Item		Group Responsible	Priority	Performance Measure
3.2 Continue cost containment measures to improve the cost recovery of each division and the Department		Update the purchasing policy to include an emergency purchasing policy to address unanticipated needs		LD, AD	ST	Completed update to meet the CAPRA standards
		Conduct regular financial reviews with managers, directors, and supervisors		LD, AD	OG	Completed review to reconcile any anomalies and discuss challenges impacting the budget
		Explore contracted services to determine if services are cost beneficial to do in-house versus outsourcing		LD, AD	OG	Identify the opportunity and acquire quotes as needed
		Use benchmarking to identify efficiencies within other organizations that should be further explored		LD, AD	ST	Reach out to other agencies to inquire how they are operating, and determine if there is an opportunity for the Department
		Set performance measures from the business plans and incorporate into staff goals for accountability		LD, AD, SF, RC, PM	ST	Completed goal reviews (monthly or quarterly) and evaluations (annually)

Goal 4 Explore strategies for addressing costs associated with deferred maintenance.

Objectives		Strategy / Action Item		Group Responsible	Priority	Performance Measure
3.4 implement a multi-faceted approach to deferred maintenance, life cycle replacement, and capital improvements		- Select and implement approaches including: - Reallocation of unspent general funds - Assign a % of the allocated annual budget to asset depreciation - Augment expense budgets with earned income - Explore and implement all appropriate funding alternative for capital improvements		LD, AD	ST, OG	Increased funds available specifically to address deferred maintenance

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CITY OF HIGH POINT

AGENDA ITEM



Title: Budget Amendment for CMAQ Sidewalk and Transit Improvement Project

From: Eric Olmedo, Budget Director

Meeting Date: December 3, 2018

Public Hearing: N/A

Advertising Date: N/A

Advertised By: N/A

Attachments: Budget ordinance

PURPOSE:

A Budget Amendment is needed to recognize grant funds for the Congestion Mitigation Air Quality (CMAQ) grant funds to be used for sidewalk and transit improvements.

BACKGROUND:

Congestion Mitigation & Air Quality (CMAQ) is a Federal program that funds transportation projects and programs in air quality non-attainment and maintenance areas to help achieve and maintain national standards for air quality pollutants. In North Carolina, NCDOT serves as the administrator for this program. Funding is apportioned to North Carolina based on the population in non-attainment and maintenance areas of the state and the severity of air the quality problem. CMAQ funds are locally-administered and awarded at the Metropolitan Planning Organization (MPO)/Rural Planning Organization (RPO) level to projects within eligible counties. High Point submitted this project for consideration and was awarded FY 2019 CMAQ funding by the High Point MPO and NCDOT

BUDGET IMPACT:

The City is receiving 80% of the total project cost from NCDOT, which is \$1,564,080. This City is responsible for the remaining 20% of the project cost, which is \$391,020. The City previously approved a budget amendment for the CMAQ funded project for James Road in March 2018 for \$197,600 with a \$49,400 city match. This project will now be a part of this larger project. This budget amendment will be for the total amount of CMAQ funds less the amount of the James Road project.

A budget amendment is needed to recognize \$1,366,480 (\$1,564,800 less \$197,600) in grant fund revenue in the General Capital Projects Fund. The grant match will be transferred from remaining intersection bond funds in the General Capital Projects Fund.

RECOMMENDATION / ACTION REQUESTED:

The Budget Department recommends and asks the Council to approve the budget amendment.

**AN ORDINANCE AMENDING THE 2018-2019 BUDGET ORDINANCE
OF THE CITY OF HIGH POINT, NORTH CAROLINA
TO RECOGNIZE NCDOT CMAQ GRANT FUNDS IN THE GENERAL CAPITAL PROJECTS
FUND FOR SIDEWALK AND TRANSIT IMPROVEMENT PROJECTS**

Be it ordained by the City Council of the City of High Point, North Carolina, as follows:

Section 1. The City of High Point making transit and sidewalk improvements, and 80% of the cost will be paid for by NCDOT CMAQ Grant Funds.

Section 2. In order to recognize the grant funds, the 2018-2019 Budget Ordinance of the City of High Point, should be amended as follows:

- (A) That General Capital Projects Fund revenues be amended as follows:
- | | |
|---------------|-------------|
| Federal Grant | \$1,366,480 |
|---------------|-------------|
- (B) That General Capital Projects Fund expenditures be amended as follows:
- | | |
|-------------------------------------|-------------|
| Transportation Project expenditures | \$1,366,480 |
|-------------------------------------|-------------|

Section 3. That all ordinances, or parts of ordinances in conflict with this ordinance are hereby repealed to the extent of such conflict.

Section 4. That this ordinance shall be effective from and after its passage.

Adopted December 3, 2018

PUBLIC SERVICES DEPARTMENT

Street Maintenance Division

ROBBY STONE

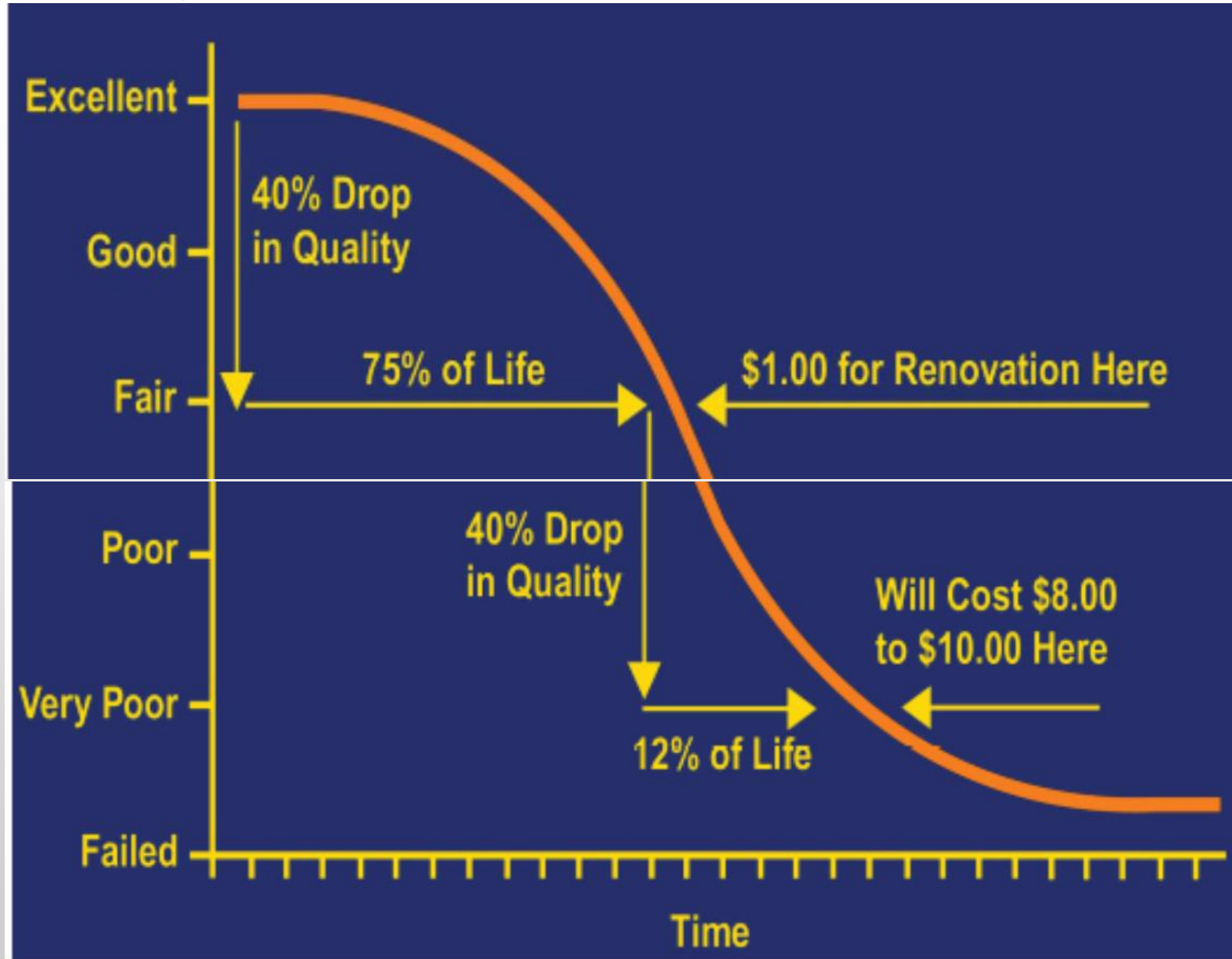
Assistant Public Services Director



What do we do?

- Resurfacing
- Pothole repair and other roadway patches/maintenance
- Concrete repairs for sidewalks and curb/gutters
- Mowing
- Leaf Collection
- Snow & Ice removal
- Bridge repairs
- Tree and Stump removal
- Guardrail maintenance

Increasing Repair Cost as a Function of Pavement Deterioration



Source: Kercher Engineering, Inc.

2017 Pavement Condition Rating Survey



Alligator Cracking
(Mint Ave.)



Reflective Cracking
(Woodbrook Drive)

- A Pavement Condition Rating (PCR) survey is completed **every 3 years** on all City maintained roads
 - The last PCR was completed in 2014 by U. S. Infrastructure
 - 2017 PCR draft was delivered earlier this month
-

Findings

- High Point Average PCR = 65.9
- NC Municipality Benchmark Average PCR = 80.0
- High Point Street System is in “Fair” condition

2017 Pavement Condition Survey

Recommendations

High Point should perform stop-gap activities to maintain PCR with no funding changes. Increased funding could allow for other preventative maintenance activities and major rehab. This practice will maintain the PCR rating for the next 5 years

State Benchmark: 15 year paving cycle (for high volume streets)

- 29.5 centerline miles annually (65 lane miles annually)
- \$4.92 M per year (at today's prices)
- (Resurfacing Cycle for High Volume = 15 years & Low Volume = 25 years)

FY 2017 Funding

Powell Bill Funds Received (2017) \$2,914,606

- Contracted resurfacing/maint. Allocation \$2,433,542

- (~23.4 lane miles)

- Debt Service Payment \$ 883,819

Resurfacing by City Forces (2017) \$ 531,074 (G.F.)

- Street Miles (~ 9.0 lane miles)

- Utility Cuts (324)

- Pothole Repairs (1,338)

- Skin Patches (150)

- Base Repair (786 S.Y.)

over and above Powell Bill funding

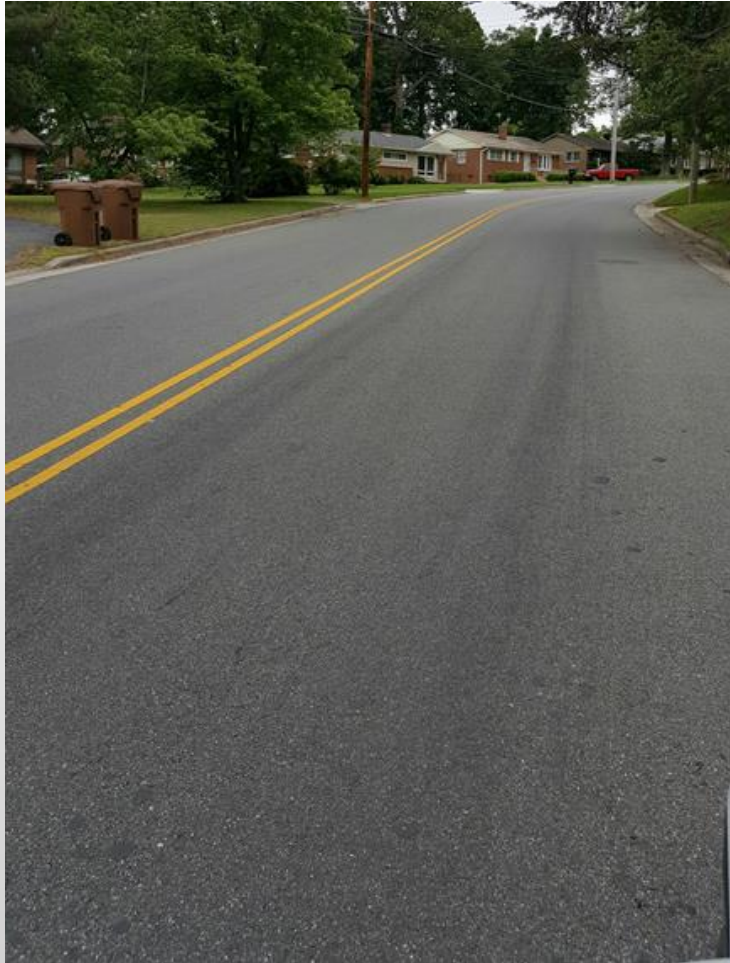
Funding History

Year	Street Miles	Actual Paving \$
2009	433.08	\$389,917
2010	433.23	\$81,586
2011	433.31	\$123,590
2012	435.82	\$0
2013	440.03	\$1,752,695
2014	443.08	\$1,281,546
2015	446.54	\$648,975
2016	446.96	\$2,412,860
2017	447.91	\$2,110,981

CHP Street PCR

PCR Range	Total	Percentage
	Lane Mi.	Lane Mi.
> 85	88.55	19.69%
71 - 85	110.88	24.66%
56 - 70	107.6	23.93%
41 - 55	78.23	17.40%
26 - 40	54.04	12.02%
11 - 25	9.85	2.19%
0 - 10	0.46	0.10%
Total	449.61	100.00%

PCR Street Examples



Guyer b/w Chatham & Lexington
PCR = 98

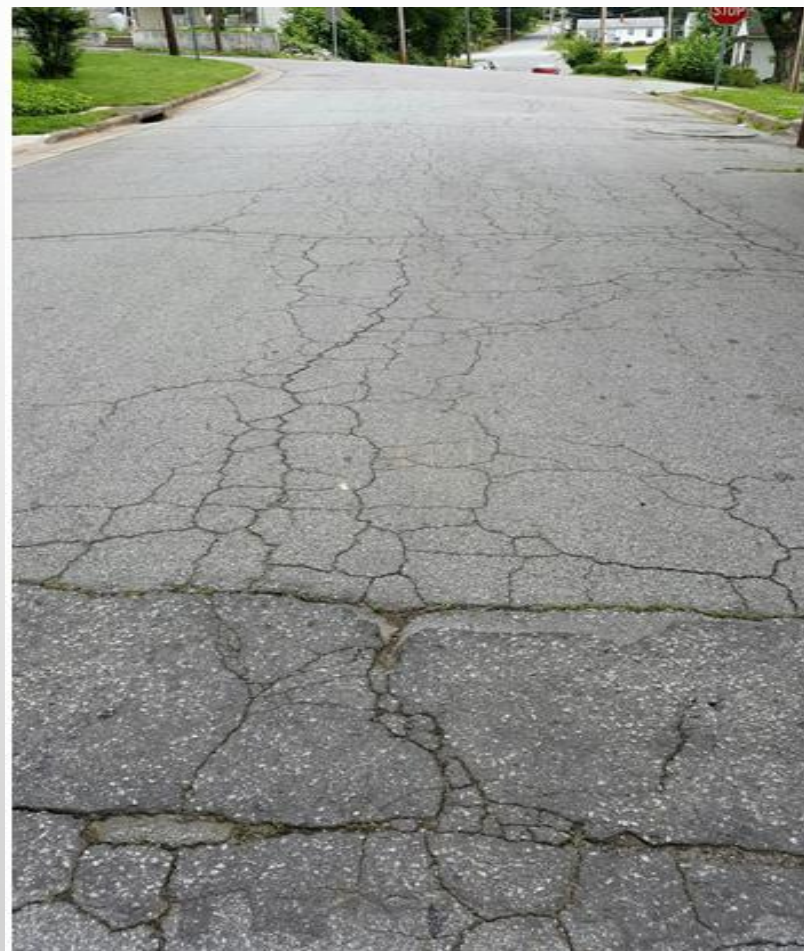


Woodbrook b/w Hillcrest & Forest Hill
PCR = 55

PCR Street Examples



Edgedale b/w Rotary & Woodbrook
PCR = 58



Mint b/w 4th & Hobson
PCR = 51

Future Funding Needs

2017 Current PCR = 65.9 \$2,450,000/year

- (over 5 year period, PCR average would decrease to 63.3)

Streets Division

Comments you may hear

1. When will my leaves be collected?
2. I saw a leaf/snow plow truck in my area, but they didn't pick up my leaves/plow my road.
3. How do I report a pothole?
4. When will you mow my R/W again?
5. Can you remove a tree, stump or overhanging limbs at my property?

Questions

Thank You for Your Time and
Continued Support

CITY OF HIGH POINT

AGENDA ITEM



Title: Annexation Case 18-07
(Dennis Bunker et al.)

From: Lee Burnette, Planning & Development
Director

Meeting Date: December 3, 2018

Public Hearing: Yes

Advertising Date: November 21, 2018

Advertised By: Planning & Development

Attachments: A. Staff Report
B. Map
C. Annexation Ordinance Adoption

PURPOSE:

A request by Dennis Bunker et al. to consider a voluntary non-contiguous annexation of approximately 7.9 acres lying at the northeast corner of Thomas Street and NC 66. The property is also known as Forsyth County Tax Parcels 6882-78-1725.00, 6882-68-9726.00, 6882-78-4954.00 and 6882-69-9041.00.

BACKGROUND:

The staff report and recommendation is enclosed.

BUDGET IMPACT:

There is no budget impact.

RECOMMENDATION / ACTION REQUESTED:

Staff recommends *approval* of Annexation Case 18-07.

**CITY OF HIGH POINT
PLANNING AND DEVELOPMENT DEPARTMENT**

**STAFF REPORT
ANNEXATION 18-07
December 2, 2018**

Request	
Applicant: Dennis Bunker et al.	Owners: Dennis Bunker, KMBunker Holdings LLC and Equity Trust Company, Custodian FBO
Proposal: Voluntary non-contiguous annexation.	Effective Date: Upon adoption.
	Associated Zoning Case: Zoning Map Amendment 18-19

Site Information	
Location:	The site is lying at the northeast corner of Thomas Street and NC 66.
Tax Parcel Number:	Forsyth County Tax Parcels 6882-78-1725.00, 6882-68-9726.00, 6882-78-4954.00 and 6882-69-9041.00
Site Acreage:	Approximately 7.9 acres
Current Land Use:	Two single family detached dwellings and undeveloped parcels.
Current Fire District:	Horneytown Rural Fire District
Proposed Development:	Multifamily dwellings
Proposed Unit Type, Number and Average Value:	No information provided at this time.
Proposed Build-out Schedule:	No information provided at this time.
Proposed City of High Point Council Ward:	The proposed annexation site is adjacent to Ward 5. If approved, the annexation area will be part of Ward 5.
Physical Characteristics:	The NC 66 frontage and Thomas Street frontage of the site has been previously cleared and developed with single family dwellings. The rear of the site is heavily wooded.
Water and Sewer Proximity:	A 12-inch City water line lie adjacent to the site along NC 66 Highway. A 12-inch City sewer line lies approximately 1,100 feet east of the site within the Rich Fork stream corridor.
General Drainage and Watershed:	The site drains in a southeasterly direction and is within the Yadkin Pee-Dee (non-water supply) watershed. Based upon the acreage and allowable development intensity, stormwater controls are required.
Overlay District:	None

Adjacent Property Zoning and Current Land Use			
North	RS-20	Residential Single Family-20 District (Forsyth County)	Single family dwelling
South	RS-20	Residential Single Family-20 District (Forsyth County)	Single family dwelling
East	RS-20	Residential Single Family-20 District (Forsyth County)	Undeveloped parcel
West	RS-20 GI-S	Residential Single Family-20 District General Industrial – Special Use (Both in Forsyth County)	Single family dwelling and quarry

Transportation Information			
Adjacent Streets:	Name		Approx. Frontage
	NC 66	Major Thoroughfare	45 ft.
	Thomas Street	Local Street	140 ft.
Vehicular Access:	NC 66 and Thomas Street.		

City Department Comment Summary

Comments were not requested for this proposed annexation due to the fact the site is adjacent to the City's corporate limits. Annexation petitions for uses within close proximity to existing service areas do not warrant individual department comment.

Details of Proposal

The applicant is requesting annexation to have access to City utilities to facilitate construction of a mixed residential development. The annexation site lies northwest of a 58-acre parcel, owned by the applicant, that was annexed into High Point's corporate limits in 2007, and west of a 6.7-acre parcel owned by the applicant that is also seeking annexation. The applicant has approximately 73 acres in which they are seeking a combination of annexation and zoning approval to develop a mixed residential neighborhood consisting of single family detached dwellings, single family attached dwellings and multifamily dwellings.

In addition to the adjacent 58 acre parcel, there have been other annexation approvals in this portion of the City's Planning Area during the past decade. In 2007, a 20-acre parcel was annexed approximately ½ mile to the south along the east side of Cedarwood Trail and developed with approximately 65 single family dwellings. In 2014 a 130-acre site was annexed, approximately ¾ mile to the north on NC 66, and developed with an 806,000 square foot Ralph Lauren warehouse and distribution facility. There is an additional 50 acres to the north of the Ralph Lauren facility, along Payne Road, that was annexed in 2007 for a residential development that has not come to fruition. Finally in 2016, a 6.6-acre parcel with an existing 99-person nursing home facility was annexed approximately ¾ mile to the east, along N. Main Street.

This annexation petition represents a logical progression of the City's annexation policy for this area as the proposed annexation site is adjacent to other lands in the City's corporate limits and City services and service vehicles are already present in this area. The annexation of this parcel will not negatively impact the City's ability to provide services in this area.

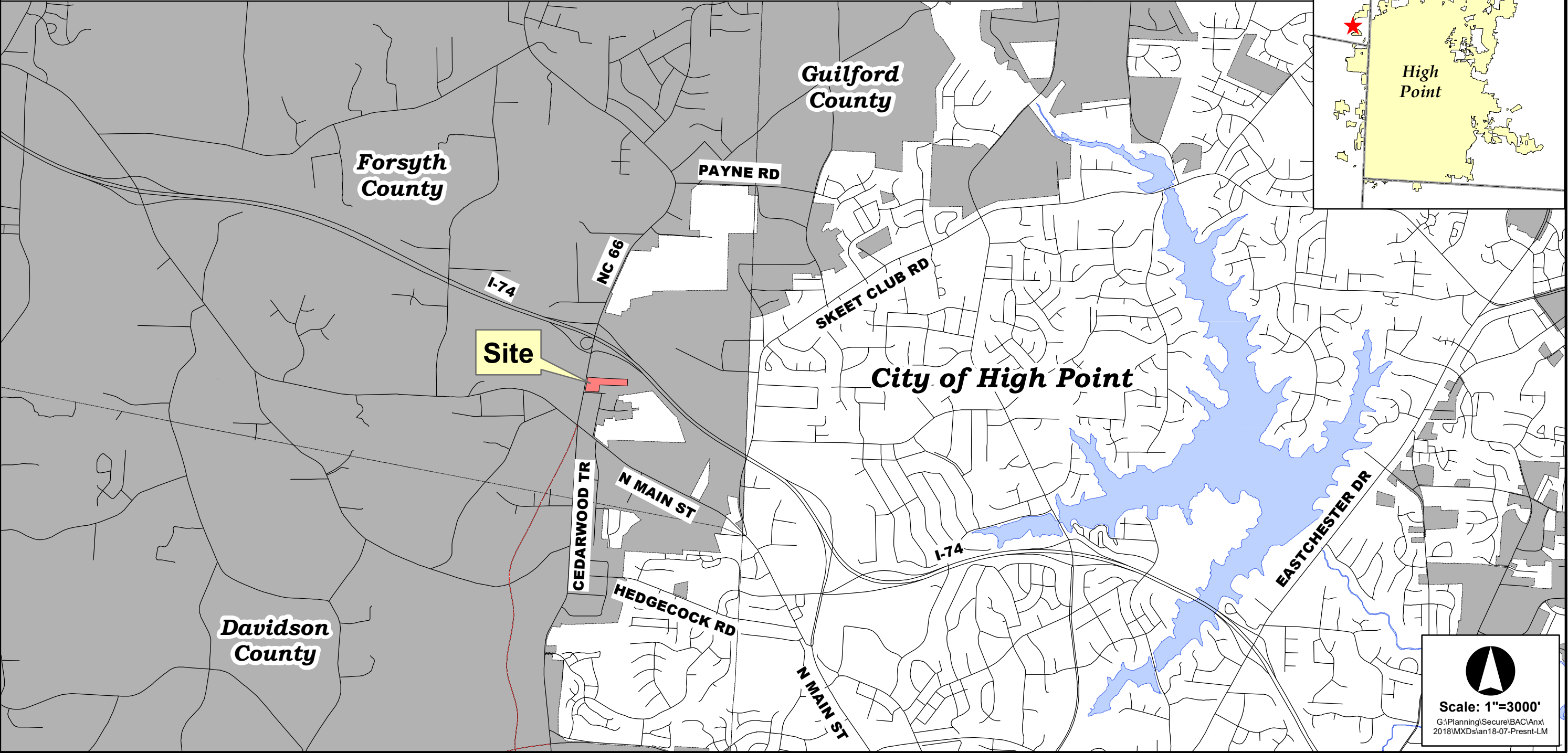
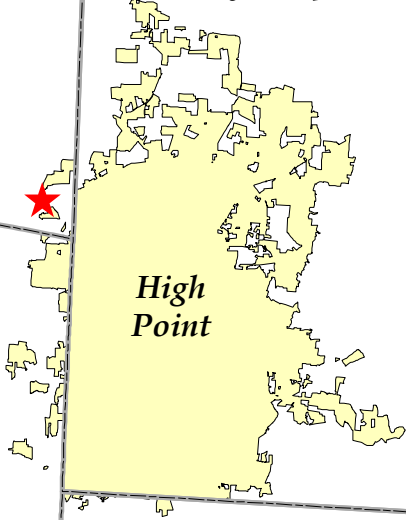
Report Preparation

This report was prepared by Planning and Development Department staff member Herbert Shannon Jr. AICP, Senior Planner and reviewed by Robert Robbins AICP, Development Services Administrator and Lee Burnette AICP, Director.

LOCATION MAP

ANNEXATION REQUEST: AN-18-07
Applicant: DENNIS BUNKER ET AL

Vicinity Map

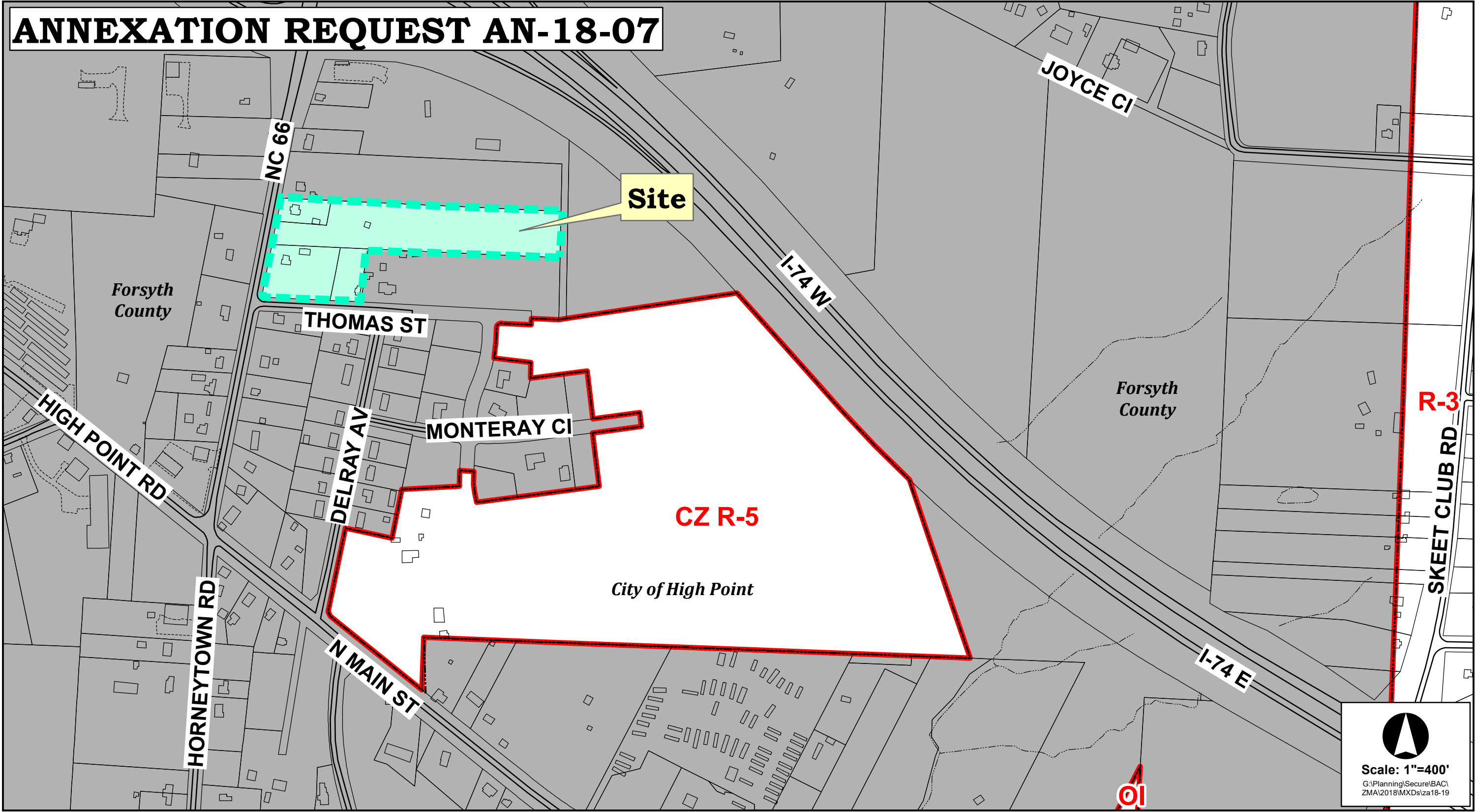




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ANNEXATION REQUEST AN-18-07





Mail Processing Center
Federal Aviation Administration
Southwest Regional Office
Obstruction Evaluation Group
10101 Hillwood Parkway
Fort Worth, TX 76177

Aeronautical Study No.
2018-ASO-26315-OE
Prior Study No.
2018-ASO-322-OE

Issued Date: 01/14/2019

Network Regulatory
Alltel Communications of North Carolina LP
5055 North Point Pkwy
NP2NE Network Engineering
Alpharetta, GA 30022

**** DETERMINATION OF NO HAZARD TO AIR NAVIGATION ****

The Federal Aviation Administration has conducted an aeronautical study under the provisions of 49 U.S.C., Section 44718 and if applicable Title 14 of the Code of Federal Regulations, part 77, concerning:

Structure:	Monopole SILVER FOX
Location:	High Point, NC
Latitude:	36-02-11.70N NAD 83
Longitude:	79-58-53.84W
Heights:	859 feet site elevation (SE) 139 feet above ground level (AGL) 998 feet above mean sea level (AMSL)

This aeronautical study revealed that the structure does not exceed obstruction standards and would not be a hazard to air navigation provided the following condition(s), if any, is(are) met:

See attachment for additional condition(s) or information.

Based on this evaluation, marking and lighting are not necessary for aviation safety. However, if marking/lighting are accomplished on a voluntary basis, we recommend it be installed in accordance with FAA Advisory circular 70/7460-1 L Change 2.

This determination is based, in part, on the foregoing description which includes specific coordinates, heights, frequency(ies) and power. Any changes in coordinates, heights, and frequencies or use of greater power, except those frequencies specified in the Colo Void Clause Coalition; Antenna System Co-Location; Voluntary Best Practices, effective 21 Nov 2007, will void this determination. Any future construction or alteration, including increase to heights, power, or the addition of other transmitters, requires separate notice to the FAA. This determination includes all previously filed frequencies and power for this structure.

If construction or alteration is dismantled or destroyed, you must submit notice to the FAA within 5 days after the construction or alteration is dismantled or destroyed.

This determination does include temporary construction equipment such as cranes, derricks, etc., which may be used during actual construction of the structure. However, this equipment shall not exceed the overall heights as

indicated above. Equipment which has a height greater than the studied structure requires separate notice to the FAA.

This determination concerns the effect of this structure on the safe and efficient use of navigable airspace by aircraft and does not relieve the sponsor of compliance responsibilities relating to any law, ordinance, or regulation of any Federal, State, or local government body.

A copy of this determination will be forwarded to the Federal Communications Commission (FCC) because the structure is subject to their licensing authority.

This determination cancels and supersedes prior determinations issued for this structure.

If we can be of further assistance, please contact our office at (817) 222-5933, or andrew.hollie@faa.gov. On any future correspondence concerning this matter, please refer to Aeronautical Study Number 2018-ASO-26315-OE.

Signature Control No: 391506909-394016138

(DNE)

Andrew Hollie
Specialist

Attachment(s)
Additional Information
Case Description
Frequency Data
Map(s)

cc: FCC

Additional information for ASN 2018-ASO-26315-OE

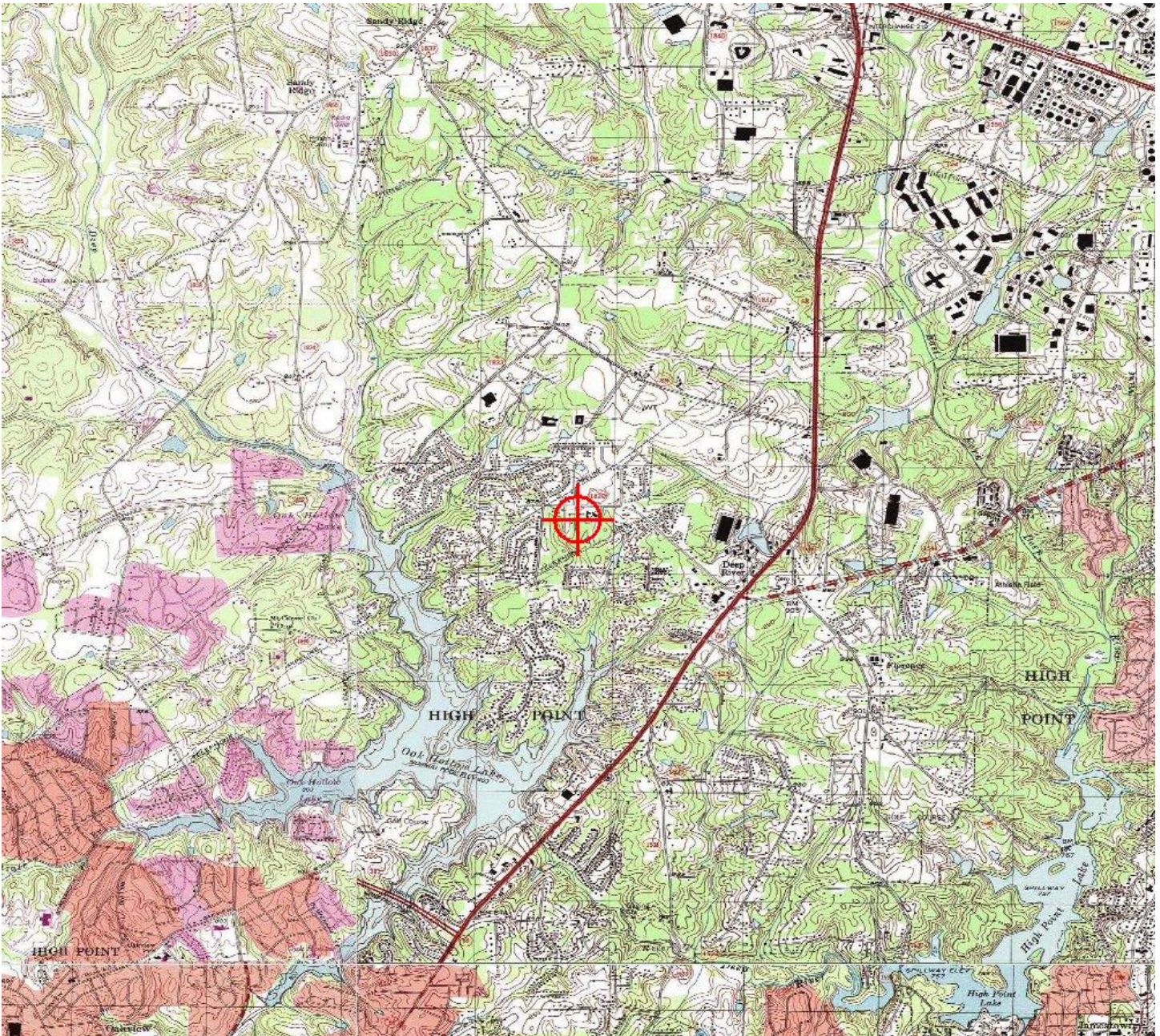
FAA facilities, GSO VOR, critical to aviation safety are located 0.60NM from your proposed transmitter site. You may cause harmful interference to these facilities if your equipment meets only minimum FCC standards for spurious emissions. Before you begin any transmission from your facility, contact the FAA Greensborough SSC at the following telephone number: 336-358-3401 to arrange procedures to verify that no interference is caused.

Case Description for ASN 2018-ASO-26315-OE

Filing to correct proposed coordinates and GE for proposed monopole. If marking and lighting is required, dual med intensity is requested. For questions, contact Tom Wilson 770-797-1046

Frequency Data for ASN 2018-ASO-26315-OE

LOW FREQUENCY	HIGH FREQUENCY	FREQUENCY UNIT	ERP	ERP UNIT
6	7	GHz	55	dBW
6	7	GHz	42	dBW
10	11.7	GHz	55	dBW
10	11.7	GHz	42	dBW
17.7	19.7	GHz	55	dBW
17.7	19.7	GHz	42	dBW
21.2	23.6	GHz	55	dBW
21.2	23.6	GHz	42	dBW
614	698	MHz	1000	W
614	698	MHz	2000	W
698	806	MHz	1000	W
806	901	MHz	500	W
806	824	MHz	500	W
824	849	MHz	500	W
851	866	MHz	500	W
869	894	MHz	500	W
896	901	MHz	500	W
901	902	MHz	7	W
929	932	MHz	3500	W
930	931	MHz	3500	W
931	932	MHz	3500	W
932	932.5	MHz	17	dBW
935	940	MHz	1000	W
940	941	MHz	3500	W
1670	1675	MHz	500	W
1710	1755	MHz	500	W
1850	1910	MHz	1640	W
1850	1990	MHz	1640	W
1930	1990	MHz	1640	W
1990	2025	MHz	500	W
2110	2200	MHz	500	W
2305	2360	MHz	2000	W
2305	2310	MHz	2000	W
2345	2360	MHz	2000	W
2496	2690	MHz	500	W





CITY OF HIGH POINT

AGENDA ITEM



Title: Street Abandonment 18-02
(Amada North America, Inc.)

From: Lee Burnette, Planning & Development
Director

Meeting Date: December 3, 2018

Public Hearing: Yes

Advertising Date: November 21, 2018, and
November 28, 2018

Advertised By: Planning & Development

Attachments: A. Planning and Zoning Commission Recommendation
B. Staff Report
C. Resolution of Abandonment

PURPOSE:

A request by Amada North America, Inc. to abandon the Executive Drive right-of-way, which lies along the west side of Penny Road, approximately 820 feet north Premier Drive.

BACKGROUND:

The staff report and the Planning & Zoning Commission's recommendation are enclosed.

BUDGET IMPACT:

There is no budget impact.

RECOMMENDATION / ACTION REQUESTED:

- A. Staff recommended **approval** of this request, as outlined in the attached staff report.
- B. On November 13, 2018, a public hearing was held before the Planning and Zoning Commission regarding Street Abandonment 18-02. The Planning & Zoning Commission recommended **approval** of this request, as outlined in the staff report and recommended by staff, by a vote of 5-0.

PLANNING AND ZONING COMMISSION RECOMMENDATION

Amada North America, Inc.

Street Abandonment 18-02

At its November 13, 2018 public hearing, the Planning and Zoning Commission reviewed this request to abandon the Executive Drive right-of-way. All members of the Commission were present except for Ms. Angela McGill, Ms. Marie Stone, Mr. Andrew Putnam and Mr. Ray Wheatley. Mr. Herbert Shannon, Senior Planner, presented the case and recommended approval of the request as outlined in the staff report.

Speaking on the request:

Speaking in favor of the request was the applicant's representative, Mr. Bryan Dyer, of Dyer & Associates, LLC, 701 Oakmont Trail, Richmond, KY. Mr. Dyer made himself available to address any questions from the Commission.

Planning & Zoning Commission Action

The Commission recommended ***approval*** of Street Abandonment 18-02, as recommended by staff, by a vote of 5-0.

**CITY OF HIGH POINT
PLANNING AND DEVELOPMENT DEPARTMENT**

**STAFF REPORT
STREET ABANDONMENT CASE 18-02
November 13, 2018**

Request	
Applicant: Amada North America, Inc.	Proposal: To abandon the Executive Drive right-of-way, which lies along the west side of Penny Road, approximately 820 feet north Premier Drive.

Adjacent Streets		
Name:	Classification:	Right-of-Way and Pavement Width:
Penny Road	Major Thoroughfare	84-foot wide right-of-way; 65-foot (+/-) multi-lane paving with curb and gutter

Adjacent Property Zoning and Current Land Use		
North	Conditional Use Light Industrial (CU-I) District	Warehousing and distribution facility
South	Conditional Use Light Industrial (CU-I) District	Undeveloped
East	<u>Penny Road</u> : Conditional Use Light Industrial (CU-I) District	Penny Road right-of-way
West	Conditional Use Light Industrial (CU-I) District	Undeveloped

Analysis

This is a request by Amada North America, Inc., to abandon the Executive Drive right-of-way (ROW). Executive Drive is a 60-foot wide improved public street platted in 2007 on a map entitled “Final Plat Executive Drive Right Of Way Dedication for Premier Center Associates, LLC” recorded in Plat Book 172 Page 30. Since its platting, it has been improved with the installation of a 40-foot wide curb and gutter paved street.

This ROW has a length of approximately 680 feet and was intended to provide access to an abutting parcel at the western terminus of the ROW. Amada North America has purchased the two abutting parcels to the south and west of this ROW to develop an approximate 230,000 square foot manufacturing facility on the combined 36-acre property. A site plan for this facility is pending approval. The applicant wishes to abandon the Executive Drive ROW to allow the placement of the buildings associated with their manufacturing facility.

The abandonment of the public’s interest in the Executive Drive ROW will not deprive any owner of access to their property. The applicant owns the abutting parcels to the south and west of this ROW and has frontage on Penny Road. The property to the north of this ROW is developed with a warehouse distribution facility that has frontage and existing access drives to Penny Road and to Willard Dairy Road. If approved, the land area associated with the Executive Drive ROW will be divided along its centerline. Amada would receive the southern 30 feet of this ROW and the property owner to the north will receive the northern 30 feet of this ROW.

The Technical Review Committee (TRC) identified no issues with the abandonment. However, the various public and private utility service providers noted that easements must be retained for the multiple utility lines within this ROW.

Findings & Recommendation

This abandonment of the public's interest and conveyance of the right-of-way to the abutting property owners, as provided by State statutes, is found not to be contrary to the public's interest. Abutting property owners all have frontage and access to Penny Road. This proposed ROW abandonment will not deprive any property owners in the vicinity of this request reasonable means of ingress and egress to their property.

The Planning and Development Department recommends approval of the requested street abandonment with the retention of the following easements:

- A 30-foot wide stormwater easement centered over all existing stormwater lines within and crossing the Executive Drive right-of-way;
- A 20-foot wide water easement centered over all existing water lines within and crossing the Executive Drive right-of-way;
- A 20-foot wide electric utility easement, which includes electric lines, City fiber optic lines, cable TV lines and any NorthState Communication lines, centered over all existing electric lines and existing poles within and crossing the Executive Drive right-of-way;
- A 20-foot wide NorthState Communications easement shall be retained for NorthState Communication utility lines and poles that are separate from City electric lines and poles. This easement shall be centered over these separate NorthState Communication utility lines and poles that are within and crossing the Executive Drive right-of-way; and
- There is a previously recorded easement agreement recorded in DB 2529 PG 386, as amended by DB 5908 PG 2288, establishing 50-foot wide Piedmont Nature Gas easement over an existing gas line crossing the Executive Drive ROW. This abandonment does not affect this previously established easement.

Report Preparation

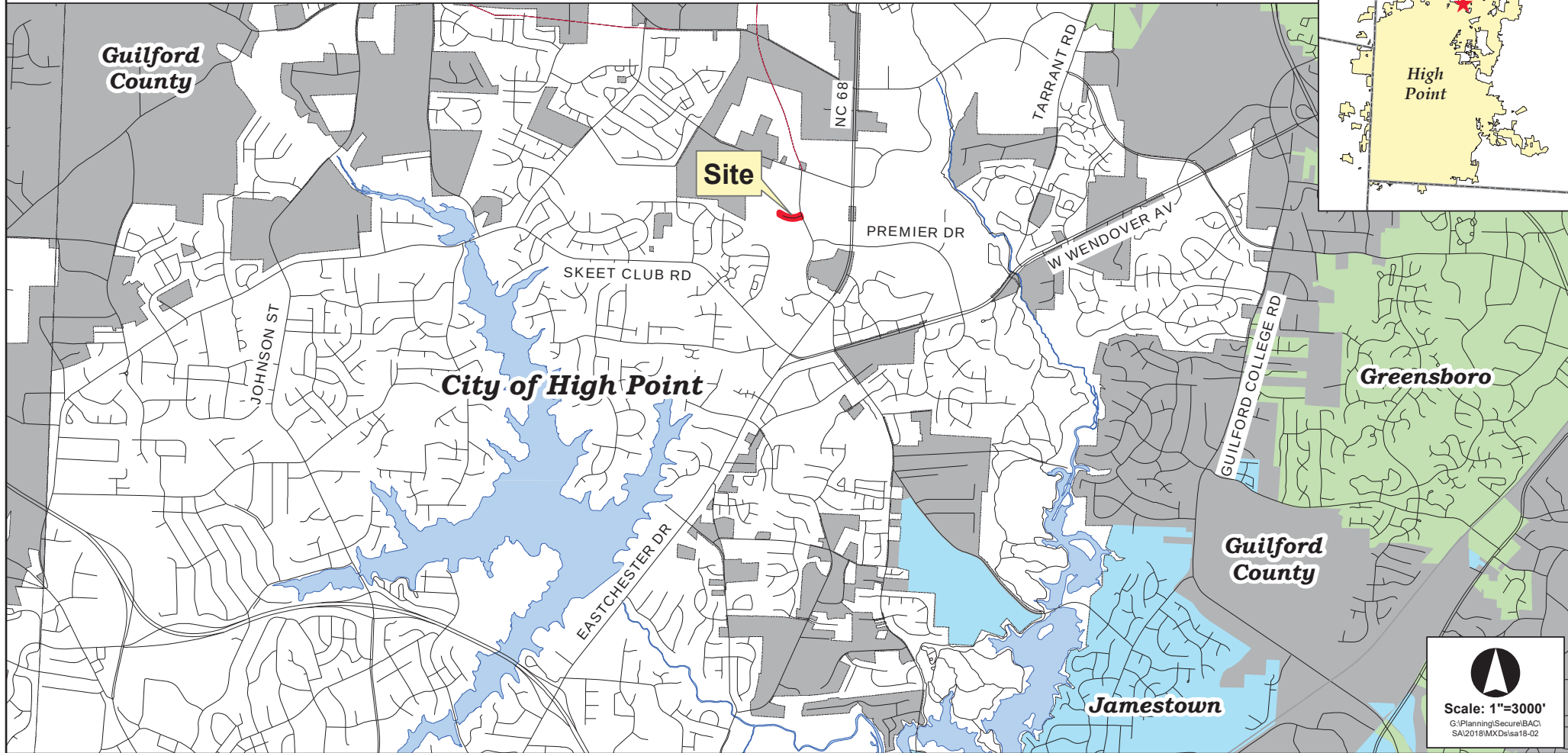
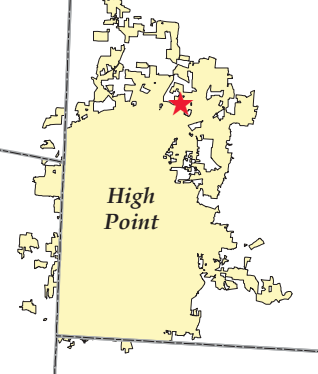
This report was prepared by Planning and Development Department staff member Herbert Shannon Jr, AICP, Senior Planner and reviewed by Bob Robbins, AICP, Development Administrator, and Lee Burnette, AICP, Director.

LOCATION MAP

STREET ABANDONMENT: SA-18-02

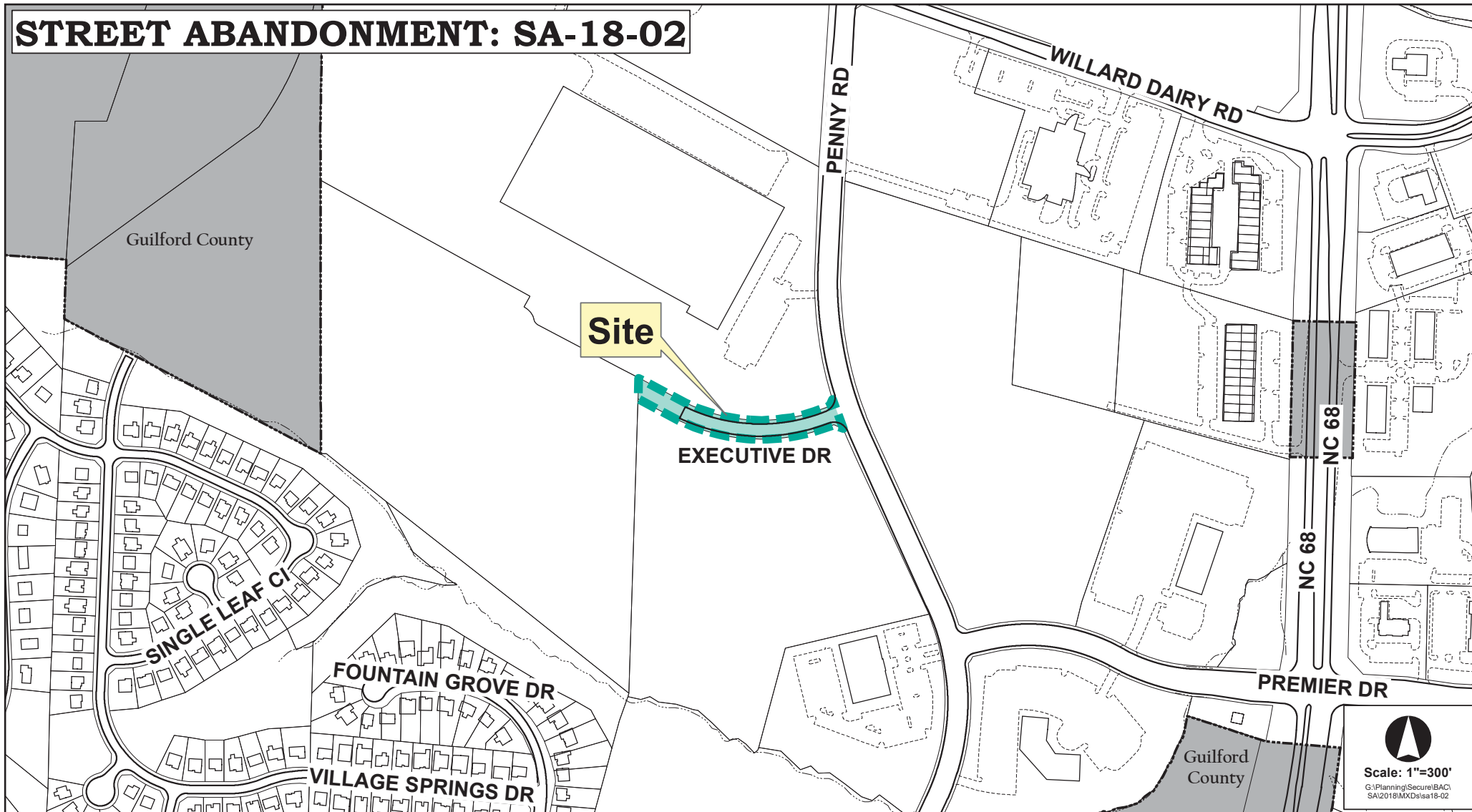
Applicant: Amada North America, Inc.

Vicinity Map



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STREET ABANDONMENT: SA-18-02



STREET ABANDONMENT: SA-18-02



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Attachments: Photographs (October 2018) and Aerial (February 2018)
Photos looking at the Executive Drive and Penny Road intersection



Photo taken from the middle of Executive Drive



Photo looking towards the western terminus of Executive Drive



Return to: Joanne Carlyle, City Attorney
City of High Point
P.O. Box 230
High Point, NC 27261
Resolution No. 1748/18-10

RESOLUTION

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HIGH POINT, IN A REGULAR MEETING ASSEMBLED ON THE 3rd DAY OF DECEMBER, 2018, AT 5:30 P.M. IN THE COUNCIL CHAMBERS OF THE MUNICIPAL BUILDING, HIGH POINT, NORTH CAROLINA:

Street Abandonment (Closure) Case 18-02

(abandon all of the Executive Drive right-of-way)

WHEREAS, Amada North America has petitioned the City Council of the City of High Point to permanently abandon (close) all of the Executive Drive right-of-way. Executive Drive is a 60-foot wide improved public street lying along the west side of Penny Road, approximately 820 feet north Premier Drive, which is more specifically described as follows.

A certain parcel of land lying in the community of High Point, Guilford County, North Carolina. Said property lying on the west of and adjacent to Penny Road, being the right of way of Executive Drive, a 60' right of way recorded in Plat Book 172 Page 30, and being more particularly described as follows:

Beginning at a 1" iron pipe at the northeastern terminus of the right of way Executive Drive, in the western right of way of Penny Road (an 84' right of way previously recorded in Plat Book 154 Page 144), being the southeastern most corner of the Legacy Classic Furniture, Inc tract of

record in Deed Book 6564 Page 1942 and being Tract 5 of Plat Book 165 Page 40, and being at North Carolina State Plane Coordinates N: 835,494.02; E: 1,713,984.33.

Thence, with the western right of way of Penny Road, with a curve turning to the left, with an arc length of 101.17', with a radius of 1235.53', with a chord bearing of S 19°39'40" E, with a chord length of 101.15' to an iron pin set, a common corner to the Premier Center Associates, LLC tract of record in Deed Book 5415 Page 2137, a portion of Tract 1 of Plat Book 156 Page 144.

Thence, leaving the line of Penny Road and with the line of the Premier Center Associates, LLC tract the following 5 calls, N 66°32'58" W a distance of 31.47' to an iron pin set.

Thence, S 71°18'41" W a distance of 44.98' to a point in the right of way 30' from the centerline.

Thence, with a curve turning to the right, with an arc length of 491.40', with a radius of 604.99', with a chord bearing of N 85°26'34" W, with a chord length of 478.00' to a point in the right of way 30' from the centerline.

Thence, N 62°42'49" W a distance of 20.38' to a point in the right of way 30' from the centerline.

Thence, N 62°07'47" W a distance of 104.89' to an iron pin set, a common corner to the Premier Center Associates II, LLC tract of record in Deed Book 6412 Page 1824 and being a portion of Tract 11 of Plat Book 165 Page 40.

Thence, with the line of the Premier Center Associates II, LLC tract, N 01°46'53" E a distance of 66.88' to an iron pin set in the southern line of the Legacy Classic Furniture, Inc tract.

Thence, with the line of the Legacy Classic Furniture, Inc tract the following five calls, S 62°06'05" E a distance of 134.01' to a 1" iron pipe.

Thence, S 62°42'49" E a distance of 20.35' to a 1" iron pipe.

Thence, with a curve turning to the left with an arc length of 442.95', with a radius of 545.00', with a chord bearing of S 85°25'43" E, with a chord length of 430.86' to a point in the northern right of way 30' north of centerline.

Thence, N 71°17'50" E a distance of 46.33' to a 1" iron pipe.

Thence, N 26°42'32" E a distance of 28.49' to **the point of beginning**, said described tract containing 0.938 acres more or less according to a survey performed by Adam Leftwich, PLS #L5228 on 3/23/2018.

WHEREAS, the petition has been duly filed with this Council in a Regular meeting assembled on the 5th day of November, 2018, at 5:30 p.m. setting the 3rd day of December, 2018 at 5:30 p.m., in the Council Chambers of the Municipal Building, as the time and place for a public hearing before said Council on said petition, and public notice of said time and place was ordered given, all pursuant to North Carolina G.S. 160A-299; and

WHEREAS, due and proper notice of said hearing to be heard on the petition at this meeting of City Council was made by publication in the High Point Enterprise for four (4) consecutive weeks, beginning November 9, 16, 23 & 30, 2018; and,

WHEREAS, the above entitled matter, pursuant to said resolution and notice was called for hearing before said Council at which time there was no objection or opposition offered on the part of any firm or corporation to abandon (closure) of the above described portions of Executive Drive; and

WHEREAS, it appearing to the satisfaction of this Council and the Council finds as a fact that the said right-of-way as herein described is not necessary for ingress and egress to any land adjoining said street; that the closing of said street is not contrary to the public interest and that no other individual, firm or corporation owning property in the vicinity of said street, or in the subdivision in which said street is located, will be deprived of reasonable means of ingress or egress to this property.

NOW THEREFORE BE IT RESOLVED:

1. That the portion of Barbee the Avenue right-of-way, as described above, be closed pursuant to North Carolina G.S. 160A-299;
2. That the City of High Point shall retain a 30-foot wide stormwater easement centered over all existing stormwater lines within and crossing the Executive Drive right-of-way;
3. That the City of High Point shall retain a 20-foot wide water easement centered over all existing water lines within and crossing the Executive Drive right-of-way;
4. That the City of High Point shall retain a 20-foot wide electric utility easement, which includes electric lines, City fiber optic lines, cable TV lines and any NorthState Communication lines, centered over all existing electric lines and existing poles within and crossing the Executive Drive right-of-way;
5. That the City of High Point shall retain a 20-foot wide NorthState Communications easement shall be retained for NorthState Communication utility lines and poles that are separate from City electric lines and poles. This easement shall be centered over

these separate NorthState Communication utility lines and poles that are within and crossing the Barbee Avenue right-of-way and the Executive Drive right-of-way;

6. There is a previously recorded easement agreement recorded in DB 2529 PG 386, as amended by DB 5908 PG 2288, establishing 50-foot wide Piedmont Nature Gas easement over an existing gas line crossing the Executive Drive ROW. This abandonment does not affect this previously established easement; and
7. That a copy of this resolution be filed in the Office of the Register of Deeds for Guilford County, North Carolina.

By order of the City Council,
this the 3rd day of December, 2018
Lisa B. Vierling, City Clerk

1501.26 High Point

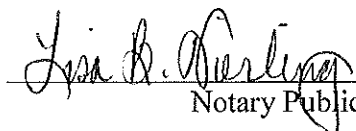
OATH

I, Latimer B. Alexander, IV, do solemnly swear that I will support and maintain the Constitution and laws of the United States, and the Constitution and laws of North Carolina, not inconsistent therewith, and that I will faithfully and impartially execute and discharge the duties of my office as Commissioner of North Carolina Municipal Power Agency Number 1, and that I will adhere to and abide by the Electricities' Ethical and Professional Code of Conduct, so help me God.

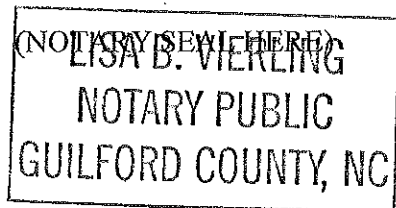


Commissioner

Sworn to and subscribed before me,
this 27 day of December, 2018.


Notary Public

My Commission Expires: 3-25-2021



NORTH CAROLINA
GUILFORD COUNTY

LOCALLY ADMINISTERED PROJECT - FEDERAL

DATE: 11/5/2018

NORTH CAROLINA DEPARTMENT OF
TRANSPORTATION

AND

CITY OF HIGH POINT

TIP #: C-5609L

WBS Elements: PE _____

ROW 43731.2.10

CON 43731.3.10

FEDERAL-AID NUMBER: CMAQ-0710(039)

CFDA #: 20.205

Total Funds [NCDOT Participation] \$1,564,080

THIS AGREEMENT is made and entered into on the last date executed below, by and between the North Carolina Department of Transportation, an agency of the State of North Carolina, hereinafter referred to as the "Department" and the City of High Point, hereinafter referred to as the "Municipality".

WITNESSETH:

WHEREAS, Fixing America's Surface Transportation (FAST) Act allows for the allocation of Congestion Mitigation and Air Quality funds to be available for certain specified transportation activities; and,

WHEREAS, the Municipality has requested federal funding for Sidewalk Projects in High Point , hereinafter referred to as the Project, in Guilford County, North Carolina; and,

WHEREAS, subject to the availability of federal funds, the Municipality has been designated as a recipient to receive funds allocated to the Department by the Federal Highway Administration (FHWA) up to and not to exceed the maximum award amount of \$1,564,080 for the Project; and,

WHEREAS, the Department has agreed to administer the disbursement of said funds on behalf of FHWA to the Municipality for the Project in accordance with the Project scope of work and in accordance with the provisions set out in this Agreement; and,

WHEREAS, the Department has programmed funding in the approved Transportation Improvement Program for the Project; and,

WHEREAS, the governing board of the Municipality has agreed to participate in certain costs and to assume certain responsibilities in the manner and to the extent as hereinafter set out; and,

WHEREAS, this Agreement is made under the authority granted to the Department by the North Carolina General Assembly including, but not limited to, the following applicable legislation: General Statutes of North Carolina (NCGS) Section 136-66.1, Section 136-71.6, Section 160A-296 and 297, Section 136-18, Section 136-41.3 and Section 20-169, to participate in the planning, construction and/or implementation of the Project approved by the Board of Transportation.

NOW, THEREFORE, this Agreement states the promises and undertakings of each party as herein provided, and the parties do hereby covenant and agree, each with the other, as follows:

1. GENERAL PROVISIONS

FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT

All parties to this Agreement, including contractors, subcontractors, and subsequent workforces, associated with any work under the terms of this Agreement shall provide reports as required by the Federal Funding Accountability and Transparency Act (FFATA) for this Project.

AGREEMENT MODIFICATIONS

Any modification to scope, funding, responsibilities, or time frame will be agreed upon by all parties by means of a Supplemental Agreement.

LOCAL PUBLIC AGENCY TO PERFORM ALL WORK

The Municipality shall be responsible for administering all work performed and for certifying to the Department that all terms set forth in this Agreement are met and adhered to by the Municipality and/or its contractors and agents. The Department will provide technical oversight to guide the Municipality. The Department must approve any assignment or transfer of the responsibilities of the Municipality set forth in this Agreement to other parties or entities.

PERSON IN RESPONSIBLE CHARGE

The Municipality shall designate a person or persons to be in responsible charge of the Project, in accordance with Title 23 of the Code of Federal Regulations, Part 635.105. The person, or persons, shall be expected to:

- Administer governmental project activities, including those dealing with cost, time, adherence to contract requirements, construction quality and scope of Federal-aid projects;

- Maintain knowledge of day to day project operations and safety issues;
- Make or participate in decisions about changed conditions or scope changes that require change orders or supplemental agreements;
- Visit and review the project in accordance with the project scope and scale;
- Review financial processes, transactions and documentation to reduce the likelihood of fraud, waste, and abuse;
- Direct project staff, agency or consultant, to carry out project administration and contract oversight, including proper documentation; and
- Be aware of the qualifications, assignments and on-the-job performance of the agency and consultant staff at all stages of the project.

The person in responsible charge must be a full-time employee of the Municipality, but the duties may be split among several employees, if necessary.

COMPLIANCE WITH STATE/FEDERAL POLICY

The Municipality, and/or its agent, including all contractors, subcontractors, or sub-recipients shall comply with all applicable Federal and State policies and procedures, stated both in this Agreement and in the Department's guidelines and procedures, including the *Local Programs Management Handbook*.

FAILURE TO COMPLY - CONSEQUENCES

Failure on the part of the Municipality to comply with any of the provisions of this Agreement will be grounds for the Department to terminate participation in the costs of the Project and, if applicable, seek repayment of any reimbursed funds.

2. SCOPE OF PROJECT

The Project consists of the installation of sidewalk in six (6) locations within the city limits of High Point. The six (6) locations include 1) James Road between E Hartley Drive (SR 4143) and Oakview Road, 2) Eastchester Drive (SR68) between Hickwood Road (SR 1523) and Ramsay Street, 3) N Main Street (SR 1009) between south of Dayton Avenue and Old Winston Road, 4) Fairfield Road (SR 610 and SR 1300) between Plaza Lane and Brentwood Street, 5) Eastchester

Drive (SR 68) between N Main Street (SR 1009) and Johnson Street and 6) Eastchester Drive (SR 68) between E Hartley Drive (SR 4143)/University Parkway and Centennial Street.

The Department's funding participation in the Project shall be restricted to the following eligible items:

- ROW Acquisition
- Utility Relocation
- Construction

as further set forth in this Agreement.

3. FUNDING

REIMBURSEMENT FOR ELIGIBLE ACTIVITIES

Subject to compliance by the Municipality with the provisions set forth in this Agreement and the availability of federal funds, the Department shall reimburse 80% of eligible expenses incurred by the Municipality up to a maximum amount of One Million Five Hundred Sixty Four Thousand Eighty Dollars (\$1,564,080), as detailed below. The Municipality shall provide the non-federal match, as detailed in the FUNDING TABLE below, and all costs that exceed the total estimated cost.

FUNDING TABLE

Fund Source	Federal Funds Amount	Reimbursement Rate	Non-Federal Match \$	Non-Federal Match Rate
Congestion Mitigation and Air Quality	\$1,564,080	80 %	\$391,020	20 %
Total Estimated Cost			\$1,955,100	

WORK PERFORMED BY NCDOT

All work performed by the Department on this Project, including, but not limited to, reviews, inspections, and Project oversight, during any phase of the delivery of the Project, shall reduce the funding available to the Municipality under this Agreement. The Department will set aside ten percent (10%) of the total estimated cost, or \$195,510 to use towards the costs related to review and oversight of this Project, including, but not limited to review and approval of plans, environmental documents, contract proposals, engineering estimates, construction engineering

and inspection oversight, and other items as needed to ensure the Municipality's appropriate compliance with state and federal regulations.

In the event that the Department does not utilize all the set-aside funding, then those remaining funds will be available for reimbursement to the Municipality at the above reimbursement rate. For all costs of work performed on the Project, whether incurred by the Municipality or by the Department, the Municipality shall provide the non-federal match. The Department will bill the Municipality for the non-federal match of any costs that the Department incurs on the Project and for any costs that exceed the Total Estimated Cost.

4. PERIOD OF PERFORMANCE

The Municipality has five (5) years to complete all work outlined in the Agreement from the date of authorization of Federal funds for the initial phase of work. Completion for this Agreement is defined as completion of all construction activities or implementation activities, acceptance of the project, and submission of a final reimbursement package to the Department.

If additional time is needed to complete the Project, then a supplemental agreement must be executed. The Department and/or FHWA reserves the right to revoke the funds awarded if the Municipality is unable to meet milestone dates included herein.

5. PRELIMINARY ENGINEERING AUTHORIZATION

If Preliminary Engineering is an eligible expense, then upon receipt of an executed agreement, the Department will authorize Preliminary Engineering funds and shall notify the Municipality, in writing, once funds have been authorized and can be expended. The Municipality shall not initiate any work, nor solicit for any professional services prior to receipt of written authorization from the Department to proceed. Any work performed, or contracts executed, prior to receipt of written authorization to proceed will be ineligible for reimbursement.

6. PROFESSIONAL AND ENGINEERING SERVICES

The Municipality shall comply with the policies and procedures of this provision if the Municipality is requesting reimbursement for the Preliminary Engineering contract or the Construction Contract Administration / Construction Engineering and Inspection contract.

PROCUREMENT POLICY

When procuring professional services, the Municipality must adhere to Title 2 Code of Federal Regulations Part 200; Title 23 of the Code of Federal Regulations, Part 172; Title 40 United States Code, Chapter 11, Section 1101-1104; NCGS 143-64, Parts 31 and 32; and the Department's *Policies and Procedures for Major Professional or Specialized Services Contracts*. Said policies and standards are incorporated in this Agreement by reference at www.fhwa.dot.gov/legsregs/legislat.html and www.ncleg.net/gascripts/Statutes/Statutes.asp.

- The Municipality shall ensure that a qualified firm is obtained through an equitable selection process, and that prescribed work is properly accomplished in a timely manner and at a just and reasonable cost.
- All Professional Services Firms shall be pre-qualified by the Department in the Work Codes advertised.
- A pre-negotiation audit will be conducted by the Department's External Audit Branch. The Municipality shall not execute a consultant contract until the Department's review has been completed.

SMALL PROFESSIONAL AND ENGINEERING SERVICES FIRMS REQUIREMENTS

Any contract entered into with another party to perform work associated with the requirements of this Agreement shall contain appropriate provisions regarding the utilization of Small Professional Services Firms (SPSF). This policy conforms with the SPSF Guidelines as approved by the North Carolina Board of Transportation.

- The Municipality shall not advertise nor enter into a contract for services performed as part of this Agreement, unless the Department provides written approval of the advertisement or the contents of the contract.
- If the Municipality fails to comply with these requirements, the Department will withhold funding until these requirements are met.

WORK BY ENTITY

If the Design, Planning, Contract Administration and/or Construction Engineering and Inspection required for this project will be undertaken by the Municipality, and the Municipality requests reimbursement, then the Municipality must submit a request and supporting documentation to the Department for review and approval, prior to any work being initiated by the Municipality.

7. PLANNING / ENVIRONMENTAL DOCUMENTATION

The Municipality shall prepare the environmental and/or planning document, including any environmental permits, needed to construct the Project, in accordance with the National Environmental Policy Act (NEPA) and all other appropriate environmental laws and regulations. All work shall be performed in accordance with Departmental procedures and guidelines. Said documentation shall be submitted to the Department for review and approval.

- The Municipality shall be responsible for preparing and filing with all proper agencies the appropriate planning documents, including notices and applications required to apply for those permits necessary for the construction of the desired improvements. Copies of approved permits should be forwarded to the Department.
- The Municipality shall advertise and conduct any required public hearings.
- If any permit issued requires that action be taken to mitigate impacts associated with the improvements, the Municipality shall design and implement a mitigation plan. The Department will determine if any mitigation costs are eligible for reimbursement. The Municipality shall bear all costs associated with penalties for violations and claims due to delays.
- The Municipality shall be responsible for designing an erosion control plan if required by the North Carolina Sedimentation Pollution Control Act of 1973, NCGS 113A, Article 4, incorporated in this Agreement by reference at www.ncleg.net/gascripts/Statutes/Statutes.asp and obtaining those permits required thereby in order to construct the Project. During the construction of the improvements, the Municipality, and its contractors and agents, shall be solely responsible for compliance with the provisions of said Act and the plan adopted in compliance therewith.

8. DESIGN

CONTENT OF PLAN PACKAGE

The Municipality, and/or its agent, shall prepare the Project's plans, specifications, and a professional estimate of costs (PS&E package), in accordance with the Department's guidelines and procedures, and applicable Federal and State standards. All work shall be submitted to the Department for review and approval. The plans shall be completed to show the design, site plans, landscaping, drainage, easements, and utility conflicts.

9. RIGHT OF WAY / UTILITY AUTHORIZATION

If the costs of right of way acquisition or utility relocation are an eligible expense, the Municipality shall submit a letter of request to the Department to authorize and set up right of way and/or utility funding. The acquisition for right of way, construction easements, and/or utility relocation may be undertaken only after the Municipality receives written authorization from the Department to proceed.

10. PROJECT LIMITS AND RIGHT OF WAY (ROW)

The Municipality shall comply with the policies and procedures of this provision regardless of whether the Municipality is requesting reimbursement for the Right of Way phase of the Project.

SPONSOR PROVIDES ROW

The Municipality, at no liability whatsoever to the Department, shall be responsible for providing and/or acquiring any required ROW and/or easements for the Project.

ROW GUIDANCE

The Municipality shall accomplish all ROW activities, including acquisition and relocation, in accordance with the following: Title 23 of the Code of Federal Regulations, Part 710, Subpart B and Title 49 of the Code of Federal Regulations, Part 24, [Uniform Act] incorporated by reference at www.fhwa.dot.gov/legisregs/directives/fapgtoc.htm; NCGS, Chapter 133, Article 2, Sections 133-5 through 133-18, Relocation Assistance, incorporated by reference at www.ncleg.net/gascripts/Statutes/Statutes.asp; and the North Carolina Department of Transportation Right of Way Manual.

APPRAISAL

The Municipality shall submit the appraisal to the Department for review and approval in accordance with Departmental policies and procedures.

CLEARANCE OF PROJECT LIMITS / ROW

The Municipality shall remove and dispose of all obstructions and encroachments of any kind or character (including hazardous and contaminated materials) from said ROW, with the exception that the Municipality shall secure an encroachment agreement for any utilities (which shall remain

or are) to be installed within the Department's ROW, or follow other applicable approval process, for utilities within the Municipality's ROW. The Municipality shall indemnify and save harmless the Department, Federal Highway Administration, and the State of North Carolina, from any and all damages and claims for damages that might arise on account of said right of way acquisition, drainage, and construction easements for the construction of said Project. The Municipality shall be solely responsible for any damages caused by the existence of said material now and at any time in the future and will save the Department harmless from any legal actions arising as a result of this contaminated and/or hazardous material and shall provide the Department with documentation proving the proper disposal of said material.

RELOCATION ASSISTANCE

The Municipality shall provide relocation assistance services and payments for families, businesses, and non-profit organizations being displaced by the Project in full accordance with the Federal relocation requirements of Title 49 Code of Federal Regulations, Part 24 [Uniform Act], as amended. Relocation assistance services and payments may be accomplished by contract with any other municipal corporation, or State or Federal agency, rendering such services upon approval by the Department and Federal Highway Administration.

11. UTILITIES

The Municipality, and/or its agent, at no liability to the Department, shall relocate, adjust, relay, change or repair all utilities in conflict with the Project, regardless of ownership. All utility work shall be performed in a manner satisfactory to and in conformance with State and Federal rules and regulations, prior to Municipality beginning construction of the project. This Agreement does not modify or supersede any existing Utility Encroachment Agreements that may be in place.

12. RIGHT OF WAY / UTILITY / RAILROAD CERTIFICATION

The Municipality, upon acquisition of all right of way/property necessary for the Project, relocation of utilities, and coordination with the railroad shall provide the Department all required documentation (deeds/leases/easement/plans/agreements) to secure certification. Certification is only issued after all ROW is in public ownership or property is publicly accessible by a legal document; utilities in conflict with the project are relocated, or a plan for their relocation during construction has been approved; and coordination with the railroad (if applicable) has occurred and been documented.

13. CONTRACT PROPOSAL AND ENGINEER'S ESTIMATE

CONTRACT PROPOSAL

The Municipality shall develop a contract proposal that will be advertised for bids. The proposal shall comply with NCDOT Specifications and Standard Drawings as applicable to the Project. The proposal shall also contain provisions, as applicable, per Title 23 Code of Federal Regulations 633 and 635 to include, but not be limited to: FHWA 1273, Buy America, Davis-Bacon Wage Rates, Non-discrimination, DBE Assurances, Contractor Certification regarding suspension and debarment, and other provisions as required by the Department.

ENGINEER'S ESTIMATE

The Municipality shall develop an itemized engineer's estimate to show items referenced to the NCDOT Standard Specifications, if applicable, along with units and unit price. The engineer's estimate will be used as the basis for comparing bids received.

14. CONSTRUCTION AUTHORIZATION

The Municipality shall submit the required environmental and/or planning document, ROW certification, final construction plans, total contract proposal, and an estimate of Project costs (final PS&E package) to the Department for review and approval.

- After approval of all documentation, the Department will request construction authorization from the Federal Highway Administration.
- The Municipality shall not advertise for bids prior to receiving written construction authorization from the Department.

15. CONTRACTOR PROCUREMENT

ADVERTISE FOR BIDS

Upon receipt of written construction authorization from the Department, the Municipality may advertise the Project. The Municipality shall follow applicable Federal and/or State procedures pertaining to the advertisement of the Project, bid opening, and award of the contract, according to Title 2 of the Code of Federal Regulations, Part 200 and Title 23 of the Code of Federal Regulations, Part 633 and Part 635, incorporated by reference at

www.fhwa.dot.gov/legsregs/directives/fapgtoc.htm; and NCGS, Chapter 143, Article 8 (Public Contracts), incorporated by reference at www.ncleg.net/gascripts/Statutes/Statutes.asp.

CONSTRUCTION CONTRACTOR REQUIREMENTS

All Contractors submitting bids on the project shall be pre-qualified by the Department. All proposed subcontractors must be pre-qualified before construction work begins. Any subcontractors who are proposed to meet the Disadvantaged Business Enterprise goal must be certified by the Department.

CONSTRUCTION SUBCONTRACTOR REQUIREMENTS

Any contract entered into with another party to perform work associated with the requirements of this Agreement shall contain appropriate provisions regarding the utilization of Disadvantaged Business Enterprises (DBEs), or as required and defined in Title 49 of the Code of Federal Regulations, Part 26 and the North Carolina Administrative Code. These provisions are incorporated into this Agreement by reference

<https://connect.ncdot.gov/projects/Contracts/Pages/LGA-Projects.aspx>.

- The Municipality shall not advertise nor enter into a contract for services performed as part of this Agreement, unless the Department provides written approval of the advertisement or the contents of the contract.
- If the Municipality fails to comply with these requirements, the Department will withhold funding until these requirements are met.

AWARDING CONTRACT

After the advertisement of the Project for construction bids, the Municipality shall request concurrence from the Department to award the construction contract by submitting a letter along with tabulated bids received depicting Disadvantaged Business Enterprises (DBE) goals, and a resolution recommending award of the Project to the lowest responsible, responsive bidder. The Department will review the submitted information and provide written approval to the Municipality prior to the contract being awarded by the Municipality.

DELAY IN PROCUREMENT

In the event the Project has not been let to contract within six (6) months after receiving construction authorization from the Department, the Municipality shall be responsible for

documenting to the Department justification for project delay and that the Project remains in compliance with the terms of this Agreement, the approved plans and specifications, and current codes.

FORCE ACCOUNT

Force account work is only allowed when there is a finding of cost effectiveness for the work to be performed by some method other than a contract awarded by a competitive bidding process, or there is an emergency. Written approval from the Department is required prior to the use of force account by the Municipality. Federal Highway Administration regulations governing Force Account are contained in Title 23 Code of Federal Regulations, Part 635.201, Subpart B; said policy being incorporated in this Agreement by reference

www.fhwa.dot.gov/legisregs/directives/cfr23toc.htm. North Carolina General Statutes governing the use of Force Account, Chapter 143, Article 8 (Public Contracts) can be found at www.ncleg.net/gascripts/Statutes/Statutes.asp.

16. CONSTRUCTION

The Municipality, and/or its agents shall construct the Project in accordance with the plans and specifications of the Project as filed with, and approved by, the Department. During the construction of the Project, the procedures set out below shall be followed:

CONSTRUCTION CONTRACT ADMINISTRATION

The Municipality shall comply with the NCDOT Construction Manual as referenced at <http://www.ncdot.org/doh/operations/dp%5Fchief%5Feng/constructionunit/formsmanuals/construction/>, which outlines the procedures for records and reports that must be adhered to in order to obtain uniformity of contract administration and documentation. This includes, but is not limited to, inspection reports, material test reports, materials certification, documentation of quantities, project diaries, and pay records. The Municipality, and/or its agent, shall perform the construction engineering, sampling and testing required during construction of the Project, in accordance with Departmental procedures, including the Department's Guide for Process Control and Acceptance Sampling and Testing. The Municipality shall document that said compliance was accomplished in accordance with State and Federal procedures, guidelines, standards and specifications.

RETAINAGE

The Municipality shall not retain any portion of a payment due the contractor.

SIGNAGE

The Municipality shall provide and maintain adequate signage and other warning devices for the protection of the public in accordance with the approved traffic control plans for the Project and the current edition of the Manual on Uniform Traffic Control Devices (MUTCD) for Streets and Highways, or any subsequent revision of the same, published by the Federal Highway Administration and effective at the time of award of the contract.

SITE LAYOUT

The Municipality shall be responsible for ensuring that all site layout, construction work, and Project documentation are in compliance with applicable city, state and federal permits, guidelines, and regulations, including American Association of State Highway and Transportation Officials (AASHTO) guidelines and Americans with Disabilities Act (ADA) Standards for Accessible Design (www.usdoj.gov/crt/ada/stdspdf.htm).

RIGHT TO INSPECT

The Department and representatives of the Federal Highway Administration shall have the right to inspect, sample or test, and approve or reject, any portion of the work being performed by the Municipality or the Municipality's contractor to ensure compliance with the provisions of this Agreement. Prior to any payment by the Department, any deficiencies inconsistent with approved plans and specifications found during an inspection must be corrected.

CONTRACTOR COMPLIANCE

The Municipality will be responsible for ensuring that the contractor complies with all of the terms of the contract and any instructions issued by the Department or FHWA as a result of any review or inspection made by said representatives.

CHANGE ORDERS

If any changes in the Project plans are necessary, the Department must approve such changes prior to the work being performed.

SHOP DRAWINGS

Shop Drawings shall be submitted in accordance with the approved plans and specifications and may require review by the Designer.

17. CLOSE-OUT

Upon completion of the Project, the Municipality shall be responsible for the following:

FINAL INSPECTION

The Municipality shall arrange for a final inspection by the Department. Any deficiencies determined during the final field inspection must be corrected prior to final payment being made by the Department to the Municipality. Additional inspection by other entities may be necessary in accordance with the Department's guidelines and procedures. The Municipality shall provide the Department with written evidence of approval of completed project prior to requesting final reimbursement.

FINAL PROJECT CERTIFICATION

The Municipality will provide a certification to the Department that all work performed for this Project is in accordance with all applicable standards, guidelines, and regulations.

18. MAINTENANCE

The Municipality, at no expense or liability to the Department, shall assume all maintenance responsibilities for the Sidewalk Projects in High Point , or as required by an executed encroachment agreement.

19. REIMBURSEMENT

SCOPE OF REIMBURSEMENT

Activities eligible for funding reimbursement for this Project shall include:

- ROW Acquisition
- Utility Relocation
- Construction

REIMBURSEMENT GUIDANCE

The Municipality shall adhere to applicable administrative requirements of Title 2 Code of Federal Regulations, Part 200 (www.fhwa.dot.gov/legregs/directives/fapgtoc.htm) "Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards." Reimbursement to the Municipality shall be subject to the policies and procedures contained in Title 23 Code of Federal Regulations, Part 140 and Part 172, which is being incorporated into this Agreement by reference at www.fhwa.dot.gov/legregs/directives/fapgtoc.htm. Reimbursement to the Municipality shall be subject to the guidance contained in Title 2 Code of Federal Regulations, Part 170 (<http://edocket.access.gpo.gov/2010/pdf/2010-22705.pdf>) and Office of Management and Budget (OMB) "Federal Funding Accountability and Transparency Act" (FFATA). Said reimbursement shall also be subject to the Department being reimbursed by the Federal Highway Administration and subject to compliance by the Municipality with all applicable federal policy and procedures.

REIMBURSEMENT LIMITS

▪ WORK PERFORMED BEFORE NOTIFICATION

Any costs incurred by the Municipality prior to written notification by the Department to proceed with the work shall not be eligible for reimbursement.

▪ NO REIMBURSEMENT IN EXCESS OF APPROVED FUNDING

At no time shall the Department reimburse the Municipality costs that exceed the total funding per this Agreement and any Supplemental Agreements.

▪ UNSUBSTANTIATED COSTS

The Municipality agrees that it shall bear all costs for which it is unable to substantiate actual costs or any costs that have been deemed unallowable by the Federal Highway Administration and/or the Department's Financial Management Division.

▪ WORK PERFORMED BY NCDOT

All work performed by the Department on this Project, including, but not limited to, reviews, inspections, and Project oversight, shall reduce the maximum award amount of \$1,564,080 available to the Municipality under this Agreement. The Department will bill the Municipality for the non-federal match of any costs that the Department incurs on the Project and for any costs that exceed the Total Estimated Cost.

- **CONSTRUCTION ADMINISTRATION**

Reimbursement for construction contract administration will be made as governed by Departmental policy that limits reimbursement for construction contract administration to no more than fifteen (15%) percent of the actual construction contract of the Project. These costs will also include any cost overruns and charges to the Project by the Department during the Construction Phase.

- **CONSTRUCTION CONTRACT UNIT PRICES**

Reimbursement for construction contract work will be made on the basis of contract unit prices in the construction contract and any approved change orders.

- **RIGHT OF WAY**

Reimbursement will be limited to the value as approved by the Department. Eligible costs for reimbursement of Right of Way Acquisition include: realty appraisals, surveys, closing costs, and the agreed upon just compensation for the property, at the reimbursement rate as shown in the FUNDING TABLE.

- **FORCE ACCOUNT**

Invoices for force account work shall show a summary of labor, labor additives, equipment, materials and other qualifying costs in conformance with the standards for allowable costs set forth in 2 CFR 200 "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards." Reimbursement shall be based on actual eligible costs incurred with the exception of equipment owned by the Municipality or its Project partners. Reimbursement rates for equipment owned by the Municipality or its Project partners cannot exceed the Department's rates in effect for the time period in which the work is performed.

BILLING THE DEPARTMENT

- **PROCEDURE**

The Municipality may bill the Department for eligible Project costs in accordance with the Department's guidelines and procedures. Proper supporting documentation shall accompany each invoice as may be required by the Department. By submittal of each invoice, the Municipality certifies that it has adhered to all applicable state and federal laws and regulations as set forth in this Agreement.

Along with each invoice, the Municipality is responsible for submitting the FFATA Subrecipient Information Form, which is available at <https://connect.ncdot.gov/municipalities/Funding/Pages/default.aspx>.

- **INTERNAL APPROVALS**

Reimbursement to the Municipality shall be made upon approval of the invoice by the Department's Financial Management Division.

- **TIMELY SUBMITTAL OF INVOICES**

The Municipality may invoice the Department monthly for work accomplished, but no less than once every six (6) months to keep the Project funds active and available. If the Municipality is unable to invoice the Department, then they must provide an explanation. Failure to submit invoices or explanation may result in de-obligation of funds.

- **FINAL INVOICE**

All invoices associated with the Project must be submitted within six (6) months of the completion of construction and acceptance of the Project to be eligible for reimbursement by the Department. Any invoices submitted after this time will not be eligible for reimbursement.

20. REPORTING REQUIREMENTS AND RECORDS RETENTION

PROJECT EVALUATION REPORTS

The Municipality is responsible for submitting quarterly Project evaluation reports, in accordance with the Department's guidelines and procedures, that detail the progress achieved to date for the Project.

PROJECT RECORDS

The Municipality and its agents shall maintain all books, documents, papers, accounting records, Project records and such other evidence as may be appropriate to substantiate costs incurred under this Agreement. Further, the Municipality shall make such materials available at its office and shall require its agent to make such materials available at its office at all reasonable times during the contract period, and for five (5) years from the date of payment of the final voucher by the Federal Highway Administration, for inspection and audit by the Department's Financial

Management Section, the Federal Highway Administration, or any authorized representatives of the Federal Government.

21. OTHER PROVISIONS

REFERENCES

It will be the responsibility of the Municipality to follow the current and/or most recent edition of references, websites, specifications, standards, guidelines, recommendations, regulations and/or general statutes, as stated in this Agreement.

INDEMNIFICATION OF DEPARTMENT

The Municipality agrees to indemnify and hold harmless the Department, FHWA and the State of North Carolina, to the extent allowed by law, for any and all claim for payment, damages and/or liabilities of any nature, asserted against the Department in connection with this Project. The Department shall not be responsible for any damages or claims, which may be initiated by third parties.

DEBARMENT POLICY

It is the policy of the Department not to enter into any agreement with parties that have been debarred by any government agency (Federal or State). By execution of this agreement, the Municipality certifies that neither it nor its agents or contractors are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any Federal or State Agency or Department and that it will not enter into agreements with any entity that is debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction.

TITLE VI - CIVIL RIGHTS ACT OF 1964

The Municipality shall comply with Title VI of the Civil Rights Act of 1964, (Title 49 CFR, Subtitle A, Part 21). Title VI prohibits discrimination on the basis of race, color, national origin, disability, gender, and age in all programs or activities of any recipient of Federal assistance.

OTHER AGREEMENTS

The Municipality is solely responsible for all agreements, contracts, and work orders entered into or issued by the Municipality for this Project. The Department is not responsible for any expenses or obligations incurred for the Project except those specifically eligible for Congestion Mitigation and Air Quality funds and obligations as approved by the Department under the terms of this Agreement.

AVAILABILITY OF FUNDS

All terms and conditions of this Agreement are dependent upon, and, subject to the allocation of funds for the purpose set forth in the Agreement and the Agreement shall automatically terminate if funds cease to be available.

IMPROPER USE OF FUNDS

Where either the Department or the FHWA determines that the funds paid to the Municipality for this Project are not used in accordance with the terms of this Agreement, the Department will bill the Municipality.

TERMINATION OF PROJECT

If the Municipality decides to terminate the Project without the concurrence of the Department, the Municipality shall reimburse the Department one hundred percent (100%) of all costs expended by the Department and associated with the Project.

AUDITS

In accordance with 2 CFR 200 "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," Subpart F – Audit Requirements, and the Federal Single Audit Act Amendments of 1996, the Municipality shall arrange for an annual independent financial and compliance audit of its fiscal operations. The Municipality shall furnish the Department with a copy of the annual independent audit report within thirty (30) days of completion of the report, but not later than nine (9) months after the Municipality's fiscal year ends.

REIMBURSEMENT BY MUNICIPALITY

For all monies due the Department as referenced in this Agreement, reimbursement shall be made by the Municipality to the Department within sixty (60) days of receiving an invoice. A late

payment penalty and interest shall be charged on any unpaid balance due in accordance with NCGS 147-86.23.

USE OF POWELL BILL FUNDS

If the other party to this agreement is a Municipality and fails for any reason to reimburse the Department in accordance with the provisions for payment hereinabove provided, NCGS 136-41.3 authorizes the Department to withhold so much of the Municipality's share of funds allocated to Municipality by NCGS 136-41.1, until such time as the Department has received payment in full.

ENTIRE AGREEMENT

This Agreement contains the entire agreement between the parties and there are no understandings or agreements, verbal or otherwise, regarding this Agreement except as expressly set forth herein.

AUTHORIZATION TO EXECUTE

The parties hereby acknowledge that the individual executing the Agreement on their behalf is authorized to execute this Agreement on their behalf and to bind the respective entities to the terms contained herein and that he has read this Agreement, conferred with his attorney, and fully understands its contents.

FACSIMILE SIGNATURES

A copy or facsimile copy of the signature of any party shall be deemed an original with each fully executed copy of the Agreement as binding as an original, and the parties agree that this Agreement can be executed in counterparts, as duplicate originals, with facsimile signatures sufficient to evidence an agreement to be bound by the terms of the Agreement.

GIFT BAN

By Executive Order 24, issued by Governor Perdue, and NCGS 133-32, it is unlawful for any vendor or contractor (i.e. architect, bidder, contractor, construction manager, design professional, engineer, landlord, offeror, seller, subcontractor, supplier, or vendor), to make gifts or to give favors to any State employee of the Governor's Cabinet Agencies (i.e. Administration, Commerce, Environmental Quality, Health and Human Services, Information Technology, Military

and Veterans Affairs, Natural and Cultural Resources, Public Safety, Revenue, Transportation, and the Office of the Governor).

22. SUNSET PROVISION

All terms and conditions of this Agreement are dependent upon, and subject to, the allocation of funds for the purpose set forth in the Agreement and the Agreement shall automatically terminate if funds cease to be available.

IT IS UNDERSTOOD AND AGREED that the approval of the Project by the Department is subject to the conditions of this Agreement, and that no expenditures of funds on the part of the Department will be made until the terms of this Agreement have been complied with on the part of the Municipality.

IN WITNESS WHEREOF, this Agreement has been executed, in duplicate, the day and year heretofore set out, on the part of the Department and the Municipality by authority duly given.

L.S. ATTEST:

CITY OF HIGH POINT

BY: _____ BY: _____

TITLE: _____ TITLE: _____

DATE: _____

NCGS 133-32 and Executive Order 24 prohibit the offer to, or acceptance by, any State Employee of any gift from anyone with a contract with the State, or from any person seeking to do business with the State. By execution of any response in this procurement, you attest, for your entire organization and its employees or agents, that you are not aware that any such gift has been offered, accepted, or promised by any employees of your organization.

Approved by _____ of the City of High Point as attested to by the signature of _____ Clerk of the _____ on _____ (Date)

This Agreement has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

(SEAL)

(FINANCE OFFICER)

Federal Tax Identification Number

City of High Point

Remittance Address:

DEPARTMENT OF TRANSPORTATION

BY: _____
(CHIEF ENGINEER)

DATE: _____

APPROVED BY BOARD OF TRANSPORTATION ITEM O: _____ (Date)

69
BK: R 8112
PG: 240-245
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BY: JANE SCHULTZ
DEPUTY-HP



2018064815
GUILFORD COUNTY, NC
JEFF L. THIGPEN
REGISTER OF DEEDS

NC FEE \$26.00

Return to: Joanne Carlyle, City Attorney
City of High Point
P.O. Box 230
High Point, NC 27261
Resolution No. 1810/18-72

RESOLUTION

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HIGH POINT, IN A REGULAR MEETING ASSEMBLED ON THE 3rd DAY OF DECEMBER, 2018, AT 5:30 P.M. IN THE COUNCIL CHAMBERS OF THE MUNICIPAL BUILDING, HIGH POINT, NORTH CAROLINA:

Street Abandonment (Closure) Case 18-02

(abandon all of the Executive Drive right-of-way)

WHEREAS, Amada North America has petitioned the City Council of the City of High Point to permanently abandon (close) all of the Executive Drive right-of-way. Executive Drive is a 60-foot wide improved public street lying along the west side of Penny Road, approximately 820 feet north Premier Drive, which is more specifically described as follows.

A certain parcel of land lying in the community of High Point, Guilford County, North Carolina. Said property lying on the west of and adjacent to Penny Road, being the right of way of Executive Drive, a 60' right of way recorded in Plat Book 172 Page 30, and being more particularly described as follows:

Beginning at a 1" iron pipe at the northeastern terminus of the right of way Executive Drive, in the western right of way of Penny Road (an 84' right of way previously recorded in Plat Book 154 Page 144), being the southeastern most corner of the Legacy Classic Furniture, Inc tract of

record in Deed Book 6564 Page 1942 and being Tract 5 of Plat Book 165 Page 40, and being at North Carolina State Plane Coordinates N: 835,494.02; E: 1,713,984.33.

Thence, with the western right of way of Penny Road, with a curve turning to the left, with an arc length of 101.17', with a radius of 1235.53', with a chord bearing of S 19°39'40" E, with a chord length of 101.15' to an iron pin set, a common corner to the Premier Center Associates, LLC tract of record in Deed Book 5415 Page 2137, a portion of Tract 1 of Plat Book 156 Page 144.

Thence, leaving the line of Penny Road and with the line of the Premier Center Associates, LLC tract the following 5 calls, N 66°32'58" W a distance of 31.47' to an iron pin set.

Thence, S 71°18'41" W a distance of 44.98' to a point in the right of way 30' from the centerline.

Thence, with a curve turning to the right, with an arc length of 491.40', with a radius of 604.99', with a chord bearing of N 85°26'34" W, with a chord length of 478.00' to a point in the right of way 30' from the centerline.

Thence, N 62°42'49" W a distance of 20.38' to a point in the right of way 30' from the centerline.

Thence, N 62°07'47" W a distance of 104.89' to an iron pin set, a common corner to the Premier Center Associates II, LLC tract of record in Deed Book 6412 Page 1824 and being a portion of Tract 11 of Plat Book 165 Page 40.

Thence, with the line of the Premier Center Associates II, LLC tract, N 01°46'53" E a distance of 66.88' to an iron pin set in the southern line of the Legacy Classic Furniture, Inc tract.

Thence, with the line of the Legacy Classic Furniture, Inc tract the following five calls, S 62°06'05" E a distance of 134.01' to a 1" iron pipe.

Thence, S 62°42'49" E a distance of 20.35' to a 1" iron pipe.

Thence, with a curve turning to the left with an arc length of 442.95', with a radius of 545.00', with a chord bearing of S 85°25'43" E, with a chord length of 430.86' to a point in the northern right of way 30' north of centerline.

Thence, N 71°17'50" E a distance of 46.33' to a 1" iron pipe.

Thence, N 26°42'32" E a distance of 28.49' to **the point of beginning**, said described tract containing 0.938 acres more or less according to a survey performed by Adam Leftwich, PLS #L5228 on 3/23/2018.

WHEREAS, the petition has been duly filed with this Council in a Regular meeting assembled on the 5th day of November, 2018, at 5:30 p.m. setting the 3rd day of December, 2018 at 5:30 p.m., in the Council Chambers of the Municipal Building, as the time and place for a public hearing before said Council on said petition, and public notice of said time and place was ordered given, all pursuant to North Carolina G.S. 160A-299; and

WHEREAS, due and proper notice of said hearing to be heard on the petition at this meeting of City Council was made by publication in the High Point Enterprise for four (4) consecutive weeks, beginning November 9, 16, 23 & 30, 2018; and,

WHEREAS, the above entitled matter, pursuant to said resolution and notice was called for hearing before said Council at which time there was no objection or opposition offered on the part of any firm or corporation to abandon (closure) of the above described portions of Executive Drive; and

WHEREAS, it appearing to the satisfaction of this Council and the Council finds as a fact that the said right-of-way as herein described is not necessary for ingress and egress to any land adjoining said street; that the closing of said street is not contrary to the public interest and that no other individual, firm or corporation owning property in the vicinity of said street, or in the subdivision in which said street is located, will be deprived of reasonable means of ingress or egress to this property.

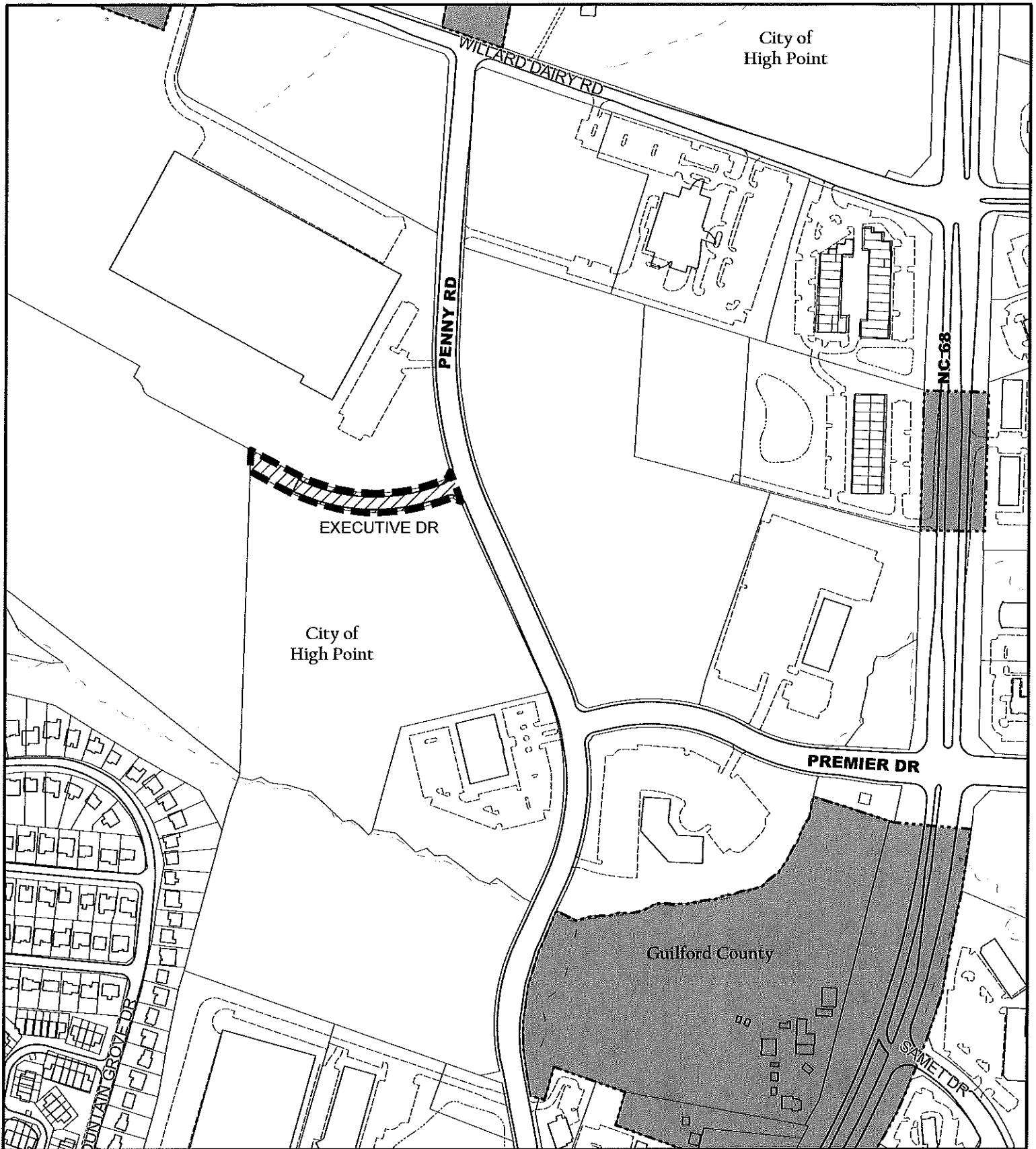
NOW THEREFORE BE IT RESOLVED:

1. That all of the Executive Drive right-of-way, as described above, be closed pursuant to North Carolina G.S. 160A-299;
2. That the City of High Point shall retain a 30-foot wide stormwater easement centered over all existing stormwater lines within and crossing the Executive Drive right-of-way;
3. That the City of High Point shall retain a 20-foot wide water easement centered over all existing water lines within and crossing the Executive Drive right-of-way;
4. That the City of High Point shall retain a 20-foot wide electric utility easement, which includes electric lines, City fiber optic lines, cable TV lines and any NorthState Communication lines, centered over all existing electric lines and existing poles within and crossing the Executive Drive right-of-way;
5. That the City of High Point shall retain a 20-foot wide NorthState Communications easement shall be retained for NorthState Communication utility lines and poles that are separate from City electric lines and poles. This easement shall be centered over

these separate NorthState Communication utility lines and poles that are within and crossing the Barbee Avenue right-of-way and the Executive Drive right-of-way;

6. There is a previously recorded easement agreement recorded in DB 2529 PG 386, as amended by DB 5908 PG 2288, establishing 50-foot wide Piedmont Nature Gas easement over an existing gas line crossing the Executive Drive ROW. This abandonment does not affect this previously established easement; and
7. That a copy of this resolution be filed in the Office of the Register of Deeds for Guilford County, North Carolina.

By order of the City Council,
this the 3rd day of December, 2018
Lisa B. Vierling, City Clerk



STREET ABANDONMENT SA-18-02

Applicant: Amada North America, Inc.
Area: 0.93 acres

 Location of requested street abandonment

Planning & Development
Department

City of High Point



Scale: 1"=400'
G:\Planning\Secure\BAC\SA\2018\MXD\sa18-02

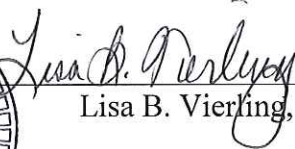
City of High Point
Municipal Office Building
211 South Hamilton Street
High Point, NC 27261

Certification

I, Lisa B. Vierling, City Clerk of the City of High Point, North Carolina, do hereby certify that the foregoing is a true and accurate Resolution adopted by the City Council in official Session on December 3rd, 2018 and upon approval by City Council will be recorded in Book 93 of the Official Minute Books and Resolution Book XX of this City, under my care, custody and control. As of this date, action to adopt said Resolution has not been amended, rescinded or repealed and is in full force and effect.

WITNESS my hand and the Corporate Seal of the City of High Point, this 13th day of December 2018.





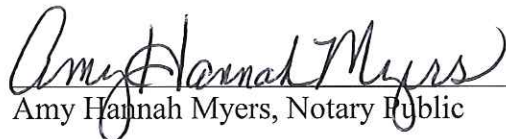
Lisa B. Vierling, City Clerk

ACKNOWLEDGEMENT

I, Amy Hannah Myers, a Notary Public of said County and State, do hereby certify that Lisa B. Vierling is known to me as City Clerk of the City of High Point; that this person personally appeared before me this date; and, upon authority duly given and as an act of said City, issued and executed the foregoing Certification.

WITNESS my hand and official Notarial Seal, this 13th day of December 2018.





Amy Hannah Myers, Notary Public

Commission Expires: 4/30/2020

AN ORDINANCE AMENDING “THE CITY OF HIGH POINT, NORTH CAROLINA DEVELOPMENT ORDINANCE,” PURSUANT TO SECTION 2.4.19, ZONING MAP AMENDMENT, OF THE DEVELOPMENT ORDINANCE.

WHEREAS, the City Council of the City of High Point adopted “The City of High Point Development Ordinance” on May 16, 2016 with an effective date of January 1, 2017, and subsequently amended;

WHEREAS, public hearings were held before the Planning and Zoning Commission of the City of High Point on **October 23, 2018** and before the City Council of the City of High Point on **November 19, 2018** regarding **Zoning Map Amendment Case 18-18 (ZA-18-18)** a proposed amendment to the Official Zoning Map of the “City of High Point Development Ordinance”;

WHEREAS, notice of the public hearings were published in the High Point Enterprise on **October 14, 2018**, for the Planning and Zoning Commission public hearing and on **November 7, 2018** and **November 14, 2018**, for the City Council public hearing pursuant to Chapter 160A-364 of the General Statutes of North Carolina; and

WHEREAS, the proposed amendment was adopted by the City Council of the City of High Point on **December 17, 2018**.

THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HIGH POINT:

SECTION 1

That the Official Zoning Map of the City of High Point be amended to establish the following described area as a: **Conditional Zoning Residential Multifamily -16 (CZ RM-16) District**. The property is approximately 73 acres and lying to the northeast of the intersection of N. Main Street & Delray Avenue, east of Monterey Circle, east of Beechnut Drive, north of Thomas Street and east of NC 66. The property is also known as Forsyth County Tax Parcels 6882-88-2913.00; 6882-78-1754.00; 6682-68-9756.00; 6882-78-4954.00; and 6882-69-9041.00.

SECTION 2

That the property herein described shall be perpetually bound by the following use(s) authorized and condition(s) imposed, unless subsequently changed or amended as provided for by the Development Ordinance.

Part I. USES:

Tract A: Only Single Family Detached dwellings and Single Family Attached dwellings, as allowed in the Residential Single Family-7 (R-7) District, and their customary accessory uses shall be permitted. Development shall be subject to the development and dimensional requirements of the R-7 District, Residential Use Standards (Section 4.3.2) of the Development Ordinance, and the specific conditions listed in this Ordinance.

Tract B: Any uses allowed in the Residential Multifamily - 16 (RM-16) District subject to the standards of the Development Ordinance and the specific conditions listed in this ordinance. This tract shall be limited to a maximum density of 8 dwelling units per acre.

Tract C: Any uses allowed in the Residential Multifamily - 16 (RM-16) District subject to the standards of the Development Ordinance and the specific conditions listed in this ordinance.

Tract D: Any uses allowed in the Residential Multifamily - 16 (RM-16) District subject to the standards of the Development Ordinance and the specific conditions listed in this ordinance.

Part II. CONDITIONS:

A. Development, Dimensional and Density Requirements.

1) Density:

(a). A maximum of 600 dwelling units shall be permitted.

(b). A new Traffic Impact Analysis (TIA) shall be required to be submitted and approved by the City of High Point Director of Transportation and the North Carolina Department of Transportation (NCDOT) in order to allow more than 200 single family detached and/or Twin Home dwelling units. All improvements required by the updated TIA, City of High Point Director of Transportation and NCDOT shall be required to be installed prior to exceeding this 200-unit limit.

(c). Tract B: This tract shall be limited to a maximum density of 8 dwelling units per acre.

B. Sketch Plan: The purpose of the sketch plan is to illustrate the boundary of Tracts A, B, C and D as referred to in this ordinance.

C. Transportation Conditions.

1. Right-of-Way Dedication: The property owner shall dedicate a maximum of fifty (50) feet of right-of-way, as measured from the existing centerline of NC 66, along the entire frontage of the zoning site. This dedication shall be required prior to the development of any portion of Tract D.

2. Access

a. One (1) point of access will be allowed to N. Main Street at the realignment of Delray Avenue with Cedarwood Trail.

- b. One (1) point of access will be allowed to NC 66 subject to approval of NCDOT.
 - c. One (1) point of access will be allowed to NC 66 at Thomas Street.
 - d. Internal:
 - i. Two (2) access points will be allowed to Thomas Street between NC 66 and Delray Avenue.
 - ii. One (1) point of access will be allowed to either Thomas Street extension or to the north end of existing Beechnut Drive.
 - iii. One (1) point of access will be allowed to Monteray Circle extension.
 - iv. The developer shall provide two (2) public street stubs from Tracts B and/or C to the site's southern boundary.
 - v. No connection will be required to the southern terminus of Beechnut Drive at Tract A.
 - vi. One (1) point of access to Delray Avenue.
3. Improvements
- a. The property owner shall realign Delray Avenue with Cedarwood Trail at N. Main Street and shall construct an eastbound left turn lane on N. Main Street. These improvements shall be installed concurrent with any development on Tracts A or B.
 - b. The property owner shall construct a southbound left turn lane on NC 66 at site access or at Thomas Street if proposed access to NC 66 is not approved by NCDOT. This improvement shall be installed concurrent with any development on Tracts C or D.
 - c. Improvements to extend or to access existing streets (Monteray Circle, Thomas Street, and/or Beechnut Drive) to serve the development shall be constructed to either NCDOT or City standards. These improvements shall be installed concurrent with any development on Tracts A, B, or C.
 - d. Streets internal to the development shall be constructed to City standards.
4. Other Transportation Conditions
- The City of High Point Director of Transportation and the North Carolina Department of Transportation (NCDOT) shall approve all transportation construction and improvements.

SECTION 3

That plans for any development on the property described herein shall be pursued in accordance with this conditional zoning district and shall be submitted to the City of High Point and other approval authorities for review in the same manner as other such plans that are required to be approved by the City of High Point.

SECTION 4

Should any section or provision of this ordinance be declared invalid, such decision shall not affect the validity of the remaining portions of this ordinance.

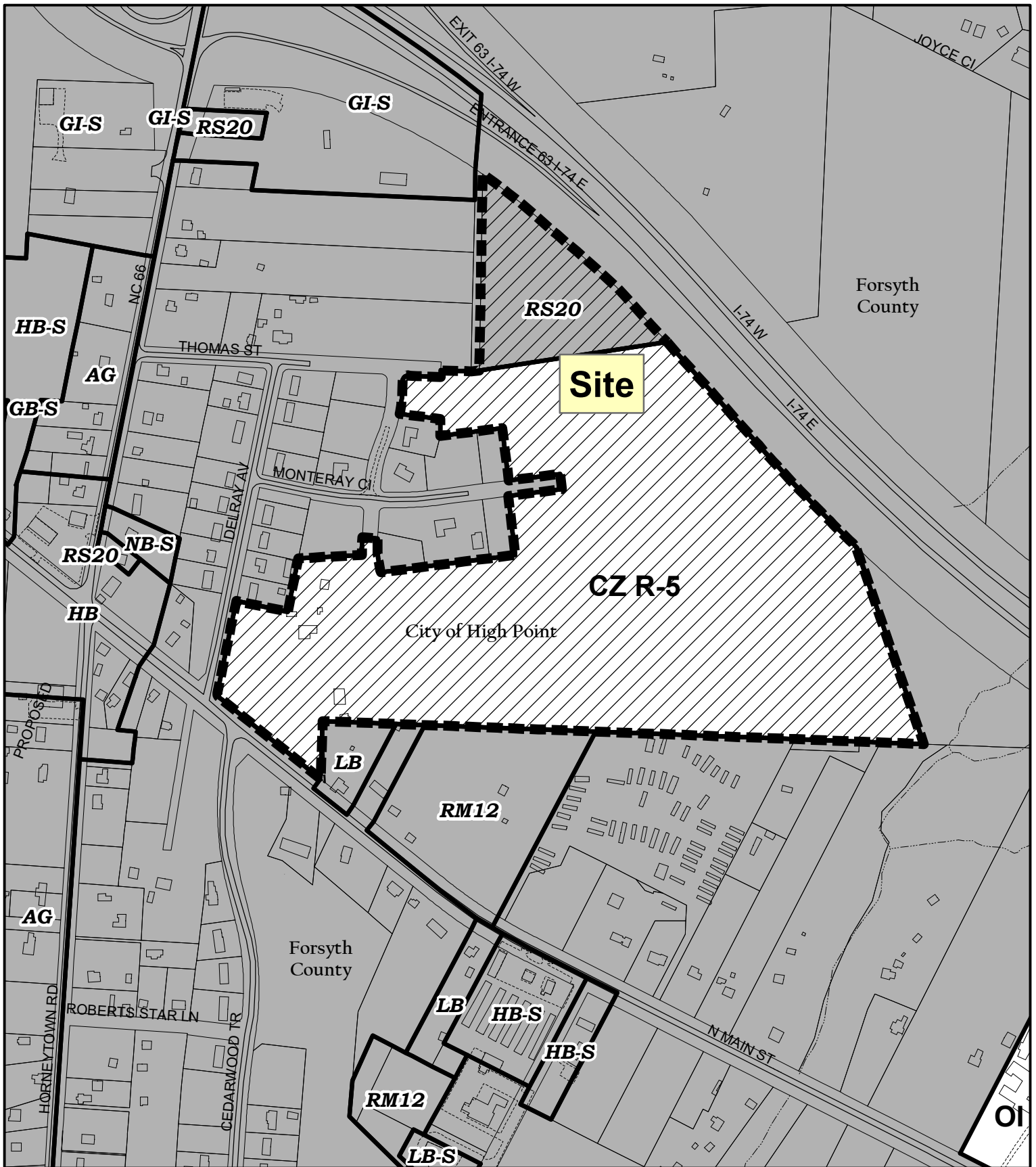
SECTION 5

That all ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 6.

This ordinance shall become effective upon the date of adoption.
17th day of December, 2018.

Lisa B. Vierling, City Clerk



ZONING MAP AMENDMENT ZA-18-18

From: Forsyth County Residential Single Family-20 (RS-20) &
Conditional Zoning Residential Single Family-5 (CZ R-5)
To: Conditional Zoning Residential Multifamily-16 (CZ RM-16)

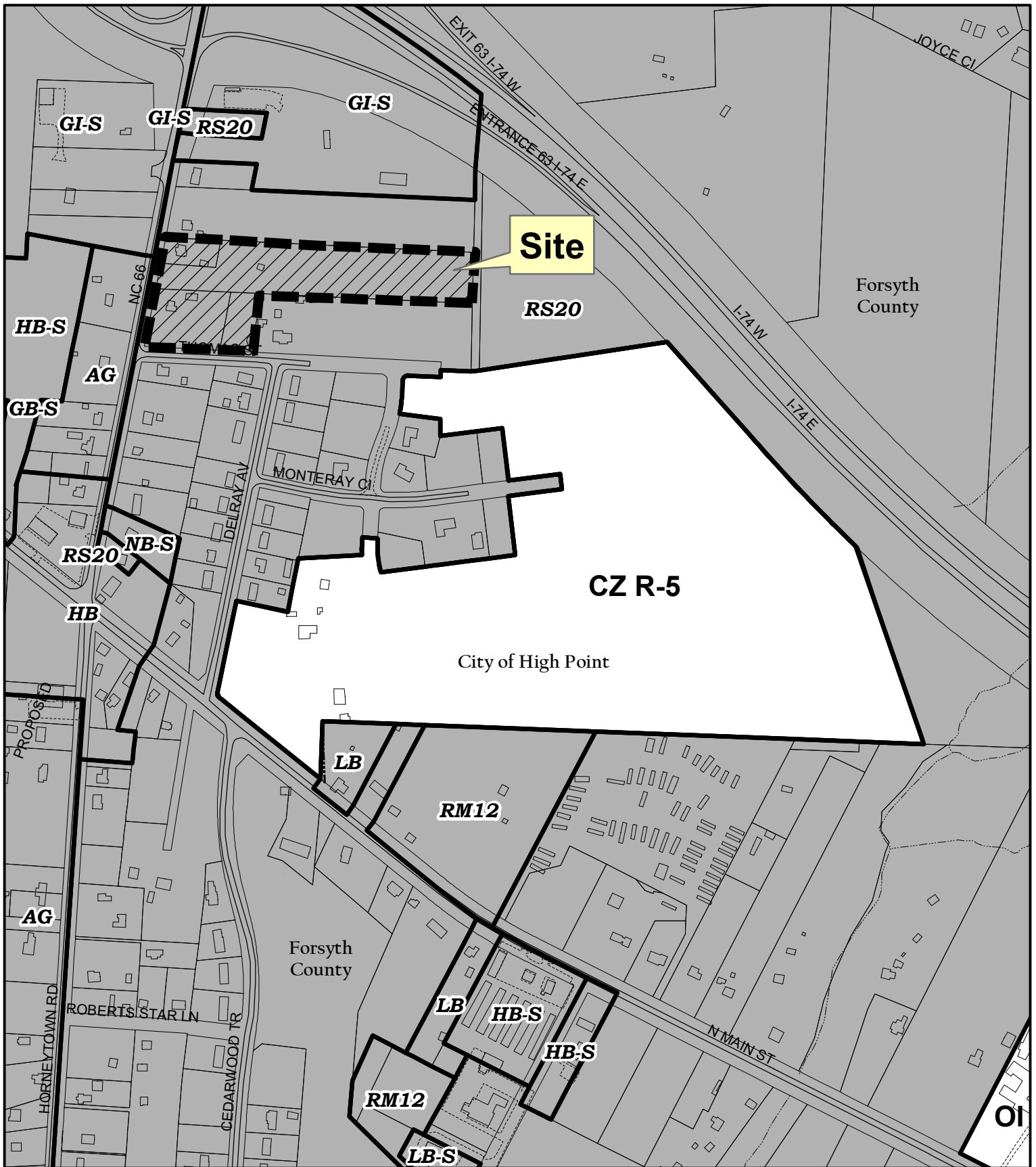
Existing Zoning Boundary —————
Subject Property Boundary - - - - -

Planning & Development
Department

City of High Point



Scale: 1"=500'
G:/Planning/Secure/BAC/
ZAM/2018/MDXs/za18-18



ZONING MAP AMENDMENT ZA-18-19

From: Forsyth County Residential Single Family-20 (RS-20)
To: Conditional Zoning Residential Multifamily-16 (CZ RM-16)

Existing Zoning Boundary —————
Subject Property Boundary - - - - -

Planning & Development
Department

City of High Point



Scale: 1"=500'
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ZMA/2018/MDXs/za18-19

ZONING MAP AMENDMENT ZA-18-18 / ZA-18-19

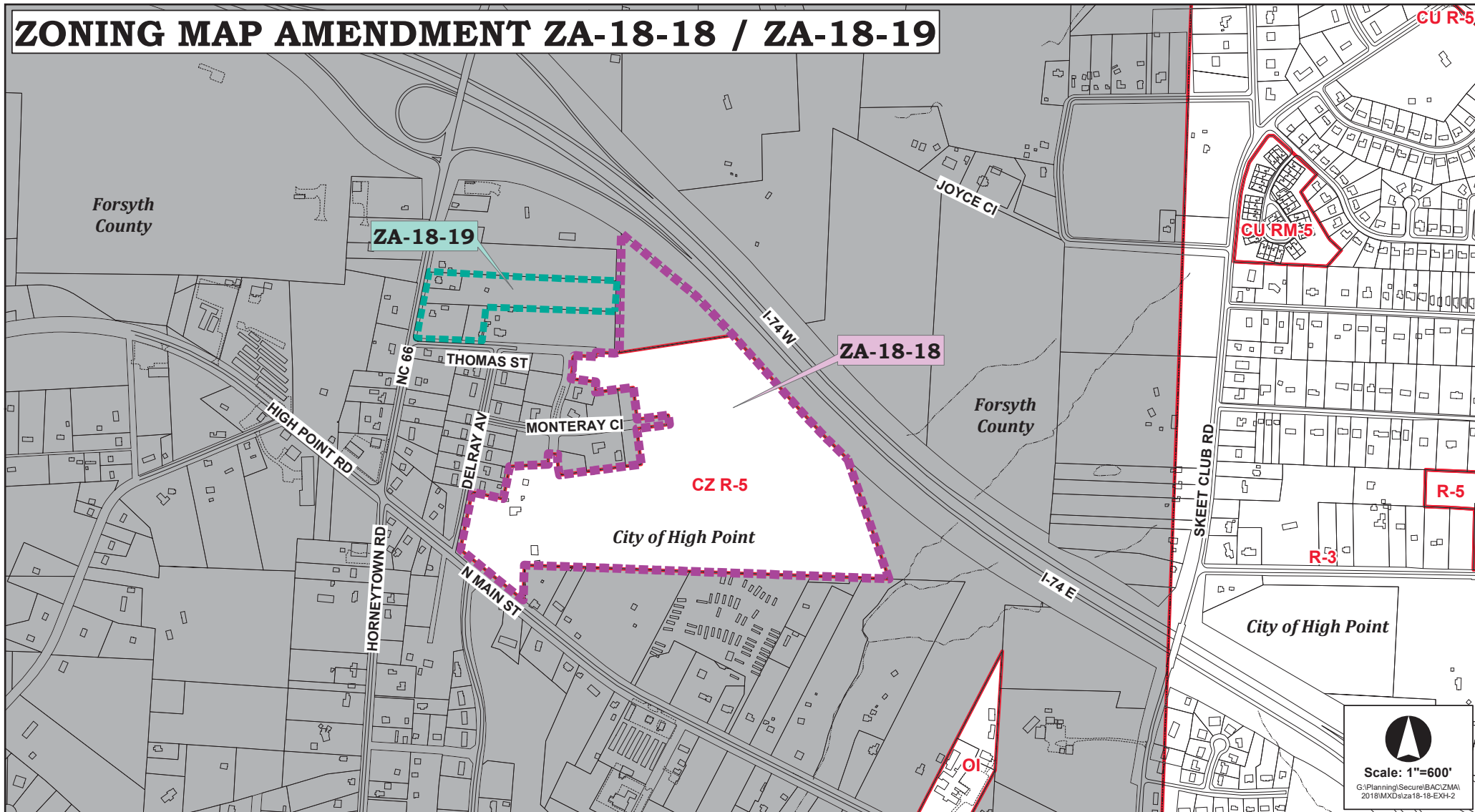
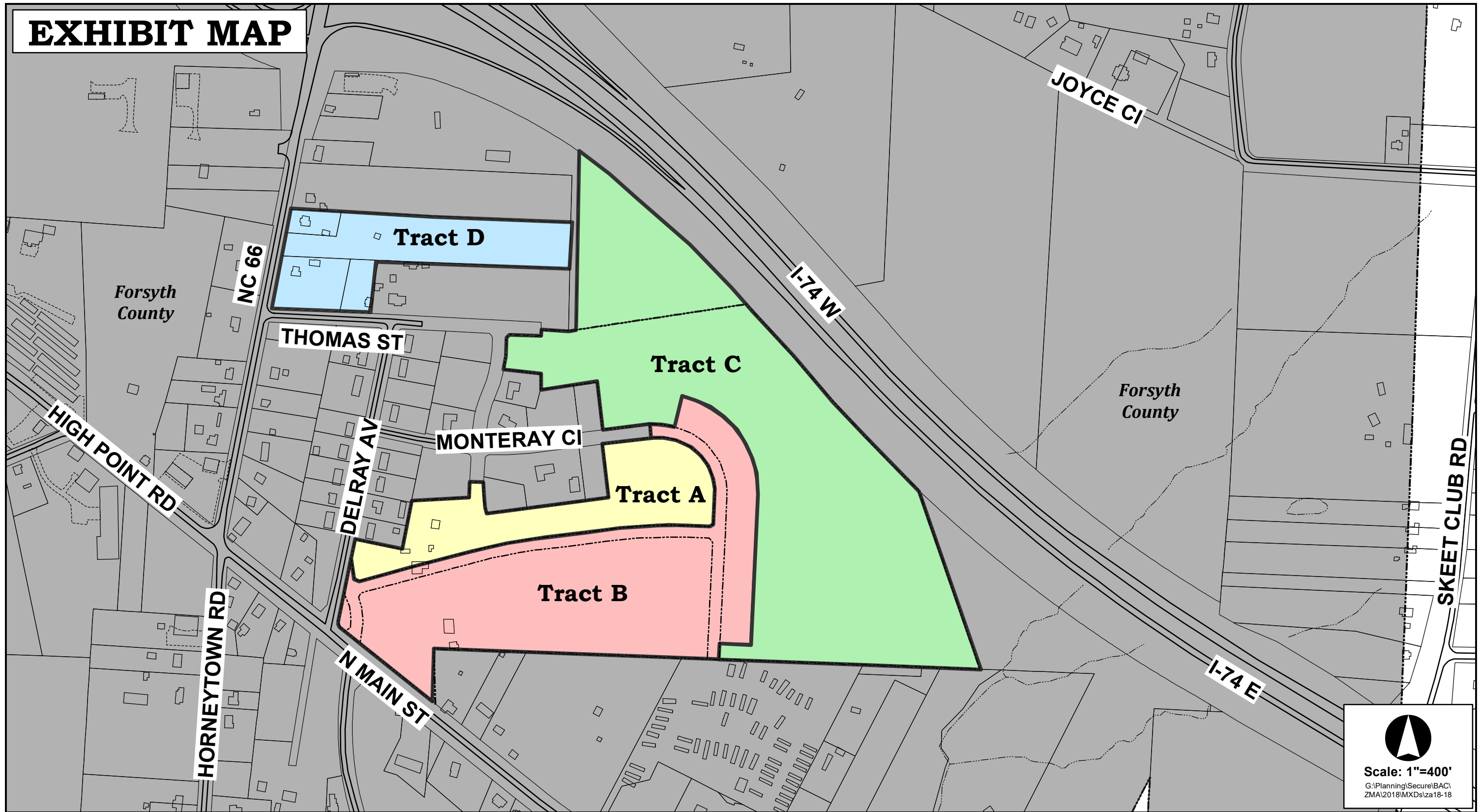


EXHIBIT MAP



Scale: 1"=400'

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CITY OF HIGH POINT

AGENDA ITEM



Title: Municipal Agreement with NCDOT for Federal Congestion Mitigation Air Quality (CMAQ) funds to construct various sidewalk and transit improvements within City Limits

From: Mark McDonald, Transportation Director

Meeting Date: December 3, 2018

Public Hearing: No

Advertising Date: NA

Advertised By: NA

Attachments: Municipal Agreement

PURPOSE:

Consideration of a Municipal Agreement with the North Carolina Department of Transportation (NCDOT) for CMAQ funding to construct various sidewalk and transit improvements within City Limits.

BACKGROUND:

Congestion Mitigation & Air Quality (CMAQ) is a Federal program that funds transportation projects and programs in air quality non-attainment and maintenance areas to help achieve and maintain national standards for air quality pollutants. In North Carolina, NCDOT serves as the administrator for this program. Funding is apportioned to North Carolina based on the population in non-attainment and maintenance areas of the state and the severity of air the quality problem. CMAQ funds are locally-administered and awarded at the Metropolitan Planning Organization (MPO)/Rural Planning Organization (RPO) level to projects within eligible counties. High Point submitted this project for consideration and was awarded FY 2019 CMAQ funding by the High Point MPO and NCDOT.

BUDGET IMPACT:

The cost of this project to NCDOT is \$1,564,080, which is 80% of the total project cost. This City is responsible for the remaining 20% of the project cost which is \$391,020. The City's portion of the project will come from a combination of General Obligation Bond funds and residual capital project accounts.

RECOMMENDATION / ACTION REQUESTED:

The Department of Transportation recommends City Council approve this Agreement with NCDOT and authorize the appropriate City Official to execute all necessary documents.



2019001513 00130

FORSYTH CO, NC FEE \$26.00
PRESENTED & RECORDED:

01-14-2019 03:16:16 PM

LYNNE JOHNSON
REGISTER OF DEEDS
BY: SYLVIA TILLEY

DPTY

BK: RE 3442

PG: 1532-1535

ENVELOPE

Return to: JoAnne Caryle, City Attorney
City of High Point
P.O. Box 230
High Point, NC 27261
Ordinance No. 7480 / 18-109

AN ORDINANCE EXTENDING THE CORPORATE LIMITS OF THE
CITY OF HIGH POINT, NORTH CAROLINA

WHEREAS, The City of High Point has been petitioned under G.S. 160A-58.1, as amended, to annex the area described herein; and,

WHEREAS, the City Clerk has investigated the sufficiency of said petition and has certified it to be valid; and

WHEREAS, a public hearing on this annexation was held at the Municipal Building at 5:30 p.m. on the 17th day of December, 2018; and,

WHEREAS, the City of High Point does hereby find as a fact that said petition meets the requirements of G.S. 160A-58.1 as amended;

NOW THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF
HIGH POINT, NORTH CAROLINA:

SECTION 1. By virtue of the authority granted by G.S. 160A-58.1 as amended, the following described territory is hereby annexed, and made a part of the City of High Point as of **December 17, 2018.**

ANNEXATION DESCRIPTION

Dennis Bunker et al. **Annexation Case 18-06 (AN-18-06)**

Forsyth County Tax Parcel: 6882-88-2913

BEGINNING AT AN EXISTING IRON ROD IN THE SOUTHWESTERN MARGIN OF
THE RIGHT OF WAY LINE OF U.S. HIGHWAY 311 (A VARIABLE WIDTH PUBLIC

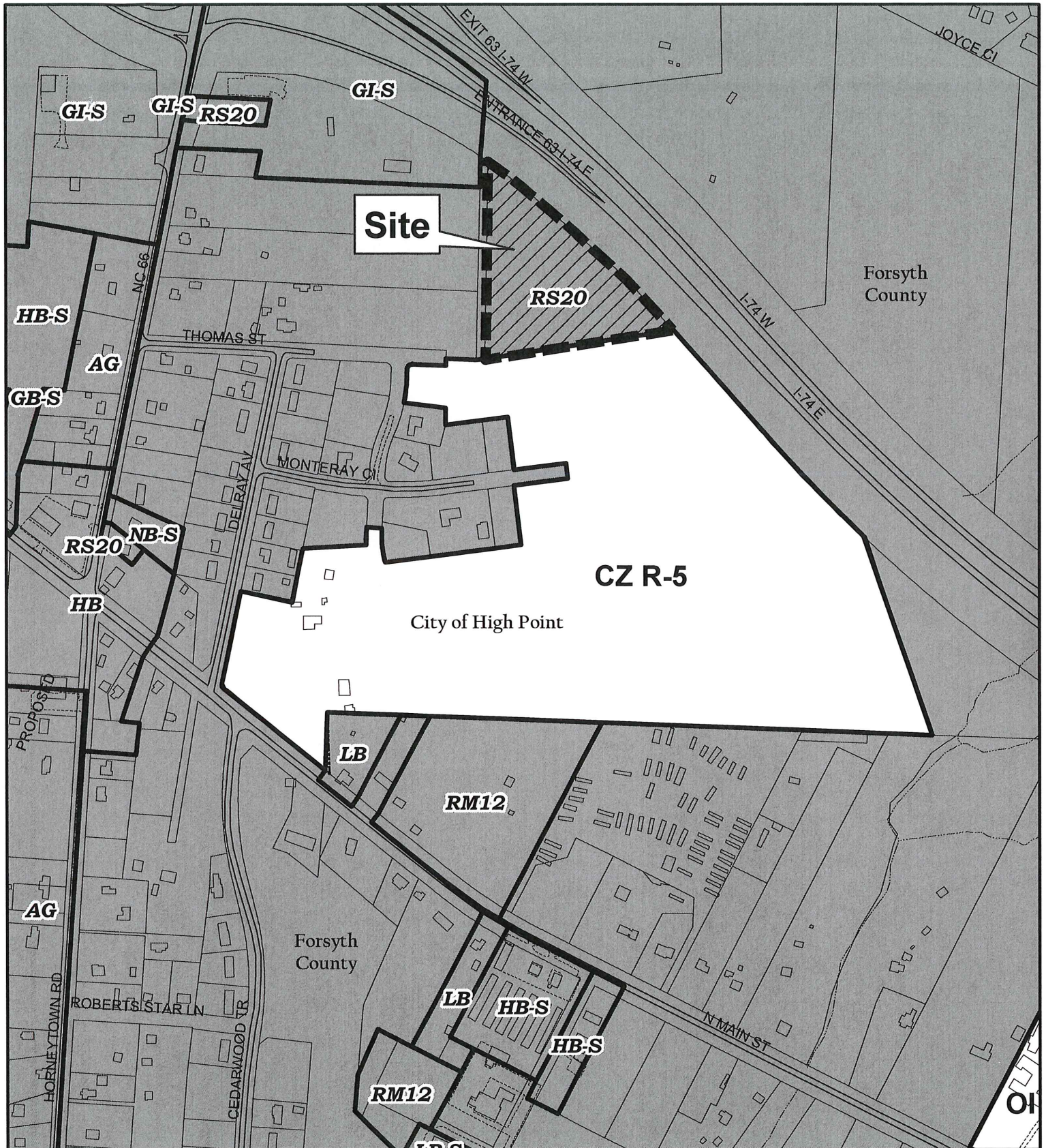
RIGHT OF WAY), SAID POINT BEING THE NORTHEAST CORNER OF VULCAN LANDS, INC. (DB. 2907, PG. 3441, FORSYTH COUNTY REGISTRY);

THENCE, WITH THE SOUTHWESTERN MARGIN OF THE RIGHT OF WAY LINE OF U.S. HIGHWAY 311 THE FOLLOWING SEVEN (7) CALLS, 1) WITH A CURVE TO THE RIGHT, HAVING AN ARC LENGTH OF 35.83 FEET AND A RADIUS OF 2,546.48 FEET, SOUTH 54°17'23" EAST A CHORD DISTANCE OF 35.83' TO A POINT, SAID POINT BEING THE CORNER OF AN UNDISTURBED BUFFER EASEMENT; THENCE 2) WITH A CURVE TO THE LEFT, HAVING AN ARC LENGTH OF 110.01 FEET AND A RADIUS OF 2,546.48 FEET, SOUTH 52°38'56" EAST A CHORD DISTANCE OF 110.00 FEET TO A POINT, SAID POINT BEING A CORNER OF AN UNDISTURBED BUFFER EASEMENT; THENCE 3) WITH A CURVE TO THE RIGHT, HAVING AN ARC LENGTH OF 33.50 FEET AND A RADIUS OF 2,546.48 FEET, SOUTH 51°02'04" EAST A CHORD DISTANCE OF 33.50 FEET TO AN EXISTING CONCRETE MONUMENT; THENCE 4) SOUTH 48°27'20" EAST 188.40 FEET TO AN EXISTING CONCRETE MONUMENT; THENCE 5) WITH A CURVE TO THE RIGHT, HAVING AN ARC LENGTH OF 307.77 FEET AND A RADIUS OF 5,719.58 FEET, SOUTH 48°17'10" EAST A CHORD DISTANCE OF 307.73 FEET TO AN EXISTING CONCRETE MONUMENT; THENCE 6) SOUTH 42°11'19" EAST 197.11 FEET TO AN EXISTING CONCRETE MONUMENT; THENCE 7) SOUTH 41°58'57" EAST 80.65 FEET TO AN EXISTING IRON PIPE, SAID POINT BEING THE NORTHEAST CORNER OF KMBUNKER, LLC (DB. 3170, PG. 148, FORSYTH COUNTY REGISTRY); THENCE WITH THE NORTHERN LINE OF KMBUNKER, LLC, SOUTH 80°15'29" WEST 311.91 FEET TO A POINT; THENCE SOUTH 82°55'19" WEST 428.95 FEET TO AN EXISTING IRON PIPE; THENCE NORTH 02°33'15" EAST 750.81 FEET TO AN EXISTING IRON ROD IN THE SOUTHWESTERN MARGIN OF THE RIGHT OF WAY LINE OF U.S. HIGHWAY 311, SAID POINT BEING THE POINT AND PLACE OF BEGINNING, CONTAINING 6.712 ACRES, MORE OR LESS.

SECTION 2. Upon and after **December 17, 2018** the foregoing property and its citizens and property shall be subject to all debts, laws, ordinances and regulations in force in the City of High Point, and shall be entitled to the same privileges and benefits as other parts of the City of High Point. Said territory shall be subject to municipal taxes according to G.S. 160A-58.3.

SECTION 3. The Mayor of the City of High Point shall cause to be recorded in the Office of the Register of Deeds for Forsyth 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, thereof, together with a duly certified copy of this ordinance.

Adopted by City Council,
this the **17th** day of **December, 2018.**
Lisa B. Vierling, City Clerk



ANNEXATION REQUEST AN-18-06

Applicant: Equity Trust Company Custodian
Area: 6.7 acres

Existing Zoning Boundary —————
Subject Property Boundary - - - - -

**Planning & Development
 Department**

City of High Point



Scale: 1"=500'
 G:/Planning/Secure/BAC/
 ANX/2018/MDXs/an18-06



City of High Point
Municipal Office Building
211 South Hamilton Street
High Point, NC 27261

Certification

I, Lisa B. Vierling, City Clerk of the City of High Point, North Carolina, do hereby certify that the foregoing is a true and accurate Ordinance adopted by the City Council in official Session on December 17, 2018 and upon approval by City Council will be recorded in Book 93 of the Official Minute Books and Ordinance Book XX of this City, under my care, custody and control. As of this date, action to adopt said Ordinance has not been amended, rescinded or repealed and is in full force and effect.

WITNESS my hand and the Corporate Seal of the City of High Point, the 19th day of December, 2018.

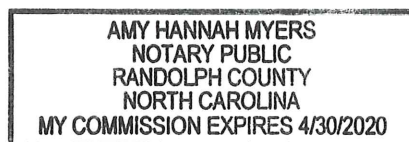


Lisa B. Vierling
Lisa B. Vierling, City Clerk

ACKNOWLEDGEMENT

I, Amy Hannah Myers, a Notary Public of said County and State, do hereby certify that Lisa B. Vierling, is known to me as City Clerk of the City of High Point; that this person personally appeared before me this date; and, upon authority duly given and as an act of said City, issued and executed the foregoing Certification.

WITNESS my hand and official Notarial Seal, this 19th day of December 2018.



Amy Hannah Myers
Amy Hannah Myers, Notary Public

Commission Expires: 4/30/2020

SCALE: 1" = 60'
DRAWN BY: JJ



VIA E-MAIL

TO: Lisa B. Vierling, MMC 1501.26 High Point
City Clerk
City of High Point

FROM: Christy Olive
Senior Executive Assistant

DATE: December 17, 2018

SUBJECT: NCMPA1 Commissioner

We received a letter from Mayor Jay Wagner today informing us that your City Council appointed Latimer Alexander to replace Randy McCaslin as Commissioner on the NCMPA1 Board of Commissioners. Please find attached an oath that will need to be administered to Mr. Alexander to make this change. Upon execution of the oath in front of a Notary Public, please scan and return to me via email and then put the original in the mail to my attention.

In addition, we will need a certified copy, or extract, of the minutes of the December 3rd City Council meeting at which the appointment was made. The oath and minutes do not have to be sent to me at the same time.

Please let me know if you have any questions.

:cdo

Attachment

Lisa Vierling

From: Christy Olive <colive@electricities.org>
Sent: Monday, December 17, 2018 4:07 PM
To: Lisa Vierling
Subject: NCMPA1 Board of Commissioners - Latimer Alexander
Attachments: High Point-Alexander.pdf

Hi Lisa, hope you're doing well.

Please see attached a memo regarding Latimer Alexander's appointment to the NCMPA1 Board of Commissioners.

Let me know if you have any questions.

Best regards,

Christy

Christy Olive
Senior Executive Assistant
919-760-6343
colive@electricities.org

ElectriCities of North Carolina, Inc.
1427 Meadow Wood Blvd.
Raleigh, NC 27604
Website: www.electricities.com

"E-mail correspondence to and from this address may be subject to the North Carolina Public Records Law N.C.G.S. Chapter 132 and may be disclosed to third parties."

CITY OF HIGH POINT

AGENDA ITEM



Title: Appointment – NCMPA1 – Latimer Alexander

From: Mayor Jay W. Wagner

Meeting Date: December 3, 2018

Public Hearing: N/A

Advertising Date /

Advertised By: N/A

Attachments: N/A

PURPOSE:

To appoint Latimer Alexander as the City's appointed representative to the North Carolina Municipal Power Agency1 (NCMPA1) Board of Commissioners replacing Randy McCaslin Deputy City Manager, who has now been elected to the ElectriCities Board of Directors.

BACKGROUND:

Deputy City Manager Randy McCaslin was recently elected to the ElectriCities Board of Directors at the November 13, 2018 NCMPA1 Board of Commissioners meeting. Latimer Alexander, who has served on the ElectriCities Board of Directors for the past six years, and is no longer eligible to serve on that Board, has agreed to serve on the NCMPA1 Board of Commissioners at the pleasure of the High Point City Council.

BUDGET IMPACT:

N/A

RECOMMENDATION / ACTION REQUESTED:

Appoint Latimer Alexander to the NCMPA1 Board of Commissioners effective January 1, 2019. Mr. Alexander will serve at the pleasure of City Council until further notice.

CITY OF HIGH POINT

AGENDA ITEM



Title: Zoning Map Amendment 18-19
(Dennis Bunker et al.)

From: Lee Burnette, Planning & Development
Director

Meeting Date: December 3, 2018

Public Hearing: Yes

Advertising Date: November 21, 2018, and
November 28, 2018

Advertised By: Planning & Development

Attachments: A. Planning and Zoning Commission Recommendation
B. Staff Report
C. Zoning Ordinance

PURPOSE:

A request by Dennis Bunker et al. to rezone approximately 7.9 acres from the Residential Single Family-20 (RS-20) District, within Forsyth County's zoning jurisdiction, to a Conditional Zoning Residential Multifamily-16 (CZ RM-16) District. The site is lying at the northeast corner of Thomas Street and east of NC 66. Approval of this rezoning request is contingent upon City Council approval of a voluntary annexation request.

BACKGROUND:

The staff report and the Planning & Zoning Commission's recommendation are enclosed.

BUDGET IMPACT:

There is no budget impact.

RECOMMENDATION / ACTION REQUESTED:

- A. Staff recommended **approval with amendments** to transportation conditions, as outlined in the attached staff report.
- B. On November 13, 2018, a public hearing was held before the Planning and Zoning Commission regarding Zoning Map Amendments 18-19. The Planning & Zoning Commission recommended **approval** of these requests, with amendments submitted by the applicant, by a vote of 5-0.

PLANNING AND ZONING COMMISSION RECOMMENDATION

Dennis Bunker et al.

Zoning Map Amendment 18-19

At its November 13, 2018 public hearing, the Planning and Zoning Commission reviewed a request to rezone approximately 65.1 acres (ZA-18-18) and to rezone approximate 7.9 acres (ZA-18-19) to a Conditional Zoning Residential Multifamily-16 (CZ RM-16) District. All members of the Commission were present except for Ms. Angela McGill, Ms. Marie Stone, Mr. Andrew Putnam and Mr. Ray Wheatley. Mr. Herbert Shannon, Senior Planner, presented the case. Staff initially recommended approval of these two requests. However, during the public hearing the applicant submitted revised transportation conditions that were objected to by the Transportation Department.

Speaking on the request:

Speaking in opposition to the request was Mr. Ralph Gibson and Ms. Anjanette Gibson, 3908 N. Main Street, High Point. They expressed concerns with noise impact on new homes from the abutting quarry, and traffic impact from 600 new home on the N. Main Street & NC 66 intersection, which is only a 4-way stop.

Speaking in favor of the request, on behalf of the applicant, was Ms. Judy Stalder, 665 N. Main Street, High Point. Ms. Stalder provided an overview of the proposal to develop a 600-unit mixed residential development. Based on discussions their development team has had with NCDOT, she submitted a revised set of transportation conditions as it is unclear at this time the manner of access that will be supported by the NCDOT to NC 66. Also, speaking in favor was the applicant, Mr. Dennis Bunker, 1140 Dilworth Crescent ROW, Charlotte, NC and the applicant's engineer Mr. Chuck Truby, President of CPT Engineering and Surveying, Inc., 4400 Tynning Street, High Point.

Mr. Greg Venable, City of High Point Transportation Planning Administrator, also spoke. He stated the Transportation Department had an agreement with the applicant on transportation conditions for these two Zoning Map Amendments. They only recently became aware of the new conditions from the applicant and they cannot accept them as they do not fully address access and public safety concerns. Furthermore, the amended conditions remove road improvement conditions on N. Main Street that were adopted under a previous zoning approval for the 58-acre portion of the site that is already in the City. Mr. Venable submitted to the Commission amended conditions from the Transportation Department in response to the applicant's new conditions.

Planning & Zoning Commission Action

Consistency & Reasonableness Statement

The Commission stated that subject to approval of Plan Amendment 18-06, the zoning meets the goals and objectives of the Northwest Area Plan. Furthermore, the commission stated that the conditions offered by the applicant mitigate the potential impacts from the proposed mixed residential development upon adjacent properties.

The Planning & Zoning Commission adopted these statements by a vote of 5-0.

Zoning Map Amendment

The Commission recommended **approval** of Zoning Map Amendment 18-19, by a vote of 5-0, with the amended transportation conditions submitted by the applicant.

**CITY OF HIGH POINT
PLANNING AND DEVELOPMENT DEPARTMENT**

**STAFF REPORT
ZONING MAP AMENDMENT 18-19**

November 26, 2018

(revised)

Request	
Applicant: Dennis Bunker et al	Owners: KMBunker Holdings LLC Equity Trust Company, Custodian FBO
Zoning Proposal: To rezone approximately 7.9 acres.	From: RS-20 Residential Single Family – 20 District (<i>Forsyth County</i>)
	To: CZ RM-16 Conditional Zoning Residential Multifamily -16 District

Site Information	
Location:	Lying at the northeast corner of Thomas Street and east of NC 66 Highway.
Tax Parcel Numbers:	Forsyth County Tax Parcels 6882-78-1725.00, 6882-68-9726.00, 6882-78-4954.00 and 6882-69-9041.00
Site Acreage:	Approximately 7.9 acres
Current Land Use:	Two single family detached dwellings and undeveloped parcels.
Physical Characteristics:	The NC 66 frontage and Thomas Street frontage of the site has been previously cleared and developed with single family dwellings. The rear of the site is heavily wooded.
Water and Sewer Proximity:	A 12-inch City water line lie adjacent to the site along NC 66 Highway. A 12-inch City sewer line lies approximately 1,100 feet east of the site within the Rich Fork stream corridor.
General Drainage and Watershed:	The site drains in an easterly direction and is within the Yadkin Pee-Dee (non-water supply) watershed. Based upon the acreage and allowable development intensity, stormwater controls are required.
Overlay District:	None

Adjacent Property Zoning and Current Land Use			
North	RS-20	Residential Single Family-20 District (<i>Forsyth County</i>)	Single family dwelling
South	RS-20	Residential Single Family-20 District (<i>Forsyth County</i>)	Single family dwellings
East	RS-20	Residential Single Family-20 District (<i>Forsyth County</i>)	Undeveloped parcel
West	RS-20 GI-S	Residential Single Family-20 District General Industrial – Special Use (<i>Both in Forsyth County</i>)	Single family dwelling and quarry

Relevant Land Use Policies and Related Zoning History	
Land Use Plan Map Classification:	The site currently has a Low-Density Residential Land Use Map classification. Subject to approval of Plan Amendment 18-06, the site will have a Medium Density Residential classification which includes a variety of attached dwellings, generally including higher density townhouses and less land-intensive multi-family housing such as garden apartments. Development densities shall range from 8 to 16 units per gross acre.
Community Growth Vision Statement	<u>Obj. 1B:</u> Preserve and link environmentally sensitive lands such as floodplains, wetlands and steep slopes. <u>Obj. 5E:</u> Require that street systems connect with one another whenever possible to move all modes of traffic efficiently, to avoid congestion along key corridors, to improve traffic and pedestrian safety, and to enhance emergency management access.
Land Use Plan Goals, Objectives & Policies:	The following goals and objective of the Land Use Plan are relevant to this request: Goal #1: Ensure that development respects the natural environment. Goal #3: Provide a wide range of housing opportunities for families of all income levels. Obj. #2. Protect and preserve environmentally sensitive locations including designated open space and watershed critical areas from inappropriate development.
Relevant Area Plan: <i>Northwest Area Plan</i>	<u>Goal 1:</u> Protect the natural environment and its many features. Objective 1a: Preserve streams, wetlands and steep slopes through the siting of development in appropriate locations. <u>Goal 2:</u> Achieve high quality development in the built environment. Objective 2d: Provide for residential development at a variety of densities and affordability levels.
Zoning History:	In 2007, approximately 58 acres to the south east of this current zoning site was annexed and granted a single family residential zoning (former CU RS-7) under Zoning Map Amendment 07-29 (ZA-07-29). In 2016, under Zoning Map Amendment 16-04 (ZA-16-04), the zoning conditions were revised to clarify access and road improvements conditions and to limit development intensity to 150 single family dwellings unless a new Traffic Impact Analysis is completed.

Transportation Information				
Adjacent Streets:	Name		Classification	Approx. Frontage
	NC 66		Major Thoroughfare	45 ft.
	Thomas Street		Local Street	140 ft.
Vehicular Access:	NC 66 and Thomas Street.			
Traffic Counts:	N. Main Street		3,400 AADT (NCDOT 2015 Traffic Counts)	
(Average Daily Trips)	NC 66		5,700 AADT (NCDOT 2015 Traffic Counts)	
Estimated Trip Generation:	At buildout (600 dwelling units) the development is estimated to generate approximately 4,146 daily trips, with approximately 366 PM peak hour trips.			
Traffic Impact Analysis (TIA):	Required		TIA Comments	
	<u>Yes</u>	<u>No</u>	See attached TIA executive summary	
	X			

Conditions:	<u>Right-of-Way Dedication:</u> Dedicate a minimum of fifty feet of right-of-way, as measured from the existing centerline of NC 66, along the entire frontage of the zoning site. Dedication required prior to development of any portion of Tract D.
	<u>Right-of-way dedication</u> The property owner shall dedicate a minimum 50 feet of right-of-way, as measured from the existing centerline of NC 66, along the entire frontage of the zoning site. This dedication shall be required prior to development of any portion of Tract D. <u>Access</u> 1. The rezoning site shall be limited to three (3) points of access to Thomas Street. Two access points between NC 66 and Delray Avenue and one point of access to at the end of the Thomas Road extension 2. The developer shall provide two public street right-of-way stubs to the site's southern boundary <u>Improvements (turn lanes):</u> The property owner shall provide a southbound left turn lane on NC 66 at the Thomas Street intersection. This improvement shall be installed concurrent with any development on Tract C or D.
Pedestrian Access:	Development of the site is subject to the sidewalk requirements of the Development Ordinance.

School District Comment

The following comments, from the Winston-Salem/Forsyth County Schools, pertain to the construction of a 600 unit mixed residential development for ZA-18-18 and ZA-18-19.

Local Schools:	Enrollment: 2018 - 2019	Maximum Design Capacity:	Mobile Classrooms:	Projected Additional Students:
Union Cross Elementary	590	626	154	119
Southeast Middle	1,165	735	256	69
Glenn High	1,465	1,615	0	86

School District Remarks: Although the projected additional students would be residential to the schools listed above, CHOICE behaviors may also impact the following schools. Zone 1 schools for elementary would be Sedge Garden, Smith farm, Caleb's Creek. For middle schools, the impact will be mostly at Southeast Middle as they retain their residential students during CHOICE. However, the new Smith Farm Middle may be impacted with the increase in student population if it is CHOICE zoned with Southeast Middle when completed.

Details of Proposal

This application, Zoning Map Amendment 18-18 (ZA-18-18) and a separate application Zoning Map Amendment 18-19 (ZA-18-19), pertain to approximately 73 acres lying north of N. Main Street and east of NC 66. Both ZA-18-18 and ZA-18-19 were submitted by the same applicant who intends to develop the overall 73 acres as one development, with ZA-18-18 having 65 acres and ZA-18-19 having 7.9 acres. The northern portion of these 73 acres is separated by a 20-foot wide strip of land that is part of a tract owned by a different property owner. The applicant has an access easement to cross this 20-foot wide strip, however, two separate zoning applications are required as the 73 acres are not contiguous.

A Conditional Zoning Residential Multifamily-16 (CZ RM-16) District is being requested to support construction of a mixed residential neighborhood. The RM-16 District encourages the development of functioning neighborhoods that include a mix of housing types at a density up to 16 units an acre. The applicant's zoning proposal is to allow up to 600 dwelling units consisting of approximately 200 single family dwelling units and approximately 400 multifamily dwelling units. As part of the application, a corresponding Conditional Zoning Ordinance has also been submitted that conditions the manner this land is to be developed. Key items from the ordinance are as follows:

- A zoning plan has been submitted dividing the 73 acres into 4 tracts with the following restrictions:

Tract A (under ZA-18-18)	7.7 acres	Single family or twin home dwellings per requirements of the R-7 District (maximum density 7 units per acre)
Tract B (under ZA-18-18)	21.3 acres	Townhomes or multifamily dwellings per requirements of the RM-16 District (maximum density 8 units per acre)
Tract C (under ZA-18-18)	35.4 acres	Multifamily dwellings per requirements of the RM-16 District
Tract D (under ZA-18-19)	7.9 acres	Multifamily dwellings per requirements of the RM-16 District

- Transportation related conditions have been offered addressing right-of-way dedication, access restrictions and road improvements.

Staff Analysis

Section 2.4.5.(C) of the Development Ordinance states that the advisability of a conditional zoning is a matter committed to the legislative discretion of the City Council and is not controlled by any one factor. Based on the applicant's submittal and proposed conditions, as they existed on the date of this report, the Planning and Development Department offers the following comments relative to these ordinance considerations.

Review Factors:

Whether the applicant's proposed conditional zoning district, including the proposed use(s), written conditions, and conditional zoning plan (if applicable), will satisfactorily:

<u>Factor #1</u>	Result in a development that is compatible with surrounding development character and land uses; The zoning site is surrounded by a wide variety of land uses consisting of a cement plant (Vulcan Industries) to the north, the Thomas Street road right-of-way and a single family dwelling to the south, a rock quarry and single family dwellings to the west across NC 66, and an undeveloped parcel to the west (Tract C under ZA-18-18). The Thomas Street right of way separates the site from the rural subdivision to the south. Where the site does abut a single family dwelling, landscaping standards of the Development Ordinance will assist in providing separation and an intermittent visual screen from development on the site.
<u>Factor #2</u>	Minimizes or effectively mitigates any identified adverse impact on adjacent and nearby land, such as that caused by traffic, parking, noise, lighting, trash, loading areas, etc.; This 7.9-acre site is planned to be developed in conjunction with an overall 73-acre, 600-unit, mixed residential development. To mitigate traffic impacts, the applicant offered conditions that only one point of access be permitted to NC 66 and that a

	southbound left turn lane be installed at this access point concurrent with any development in Tract D. However, there are traffic and safety issues raised by the Transportation Department that have not been addressed: • The applicant is not providing a 50 foot right-of way dedication, along NC 66, with no restrictions. • The applicant is not providing street improvements (turn lane) at the intersection of NC 66 and Thomas Street for the proposed 600-unit development. • The applicant proposes a condition, not accepted by the Transportation Department, to guarantee an access point to NC 66. This should be a joint decision between HPDOT and NCDOT as part of the review of a site-specific development plan.
<u>Factor #3</u>	Minimizes or effectively mitigates any identified adverse environmental impact on water and air resources, minimizes land disturbance, preserves trees and protects habitat; The site is within the Yadkin Pee-Dee (non-water supply) watershed. Based upon the acreage and allowable development intensity, stormwater controls are required.
<u>Factor #4</u>	Minimizes or effectively mitigates any identified adverse impact on municipal facilities and services, such as streets, potable water and wastewater facilities, parks, police and fire; and; City water and sewer lines have been extended into this portion of the City's Planning Area and abut the site. In addition, City services (garbage, recycling, meter readers, etc.) are already established in this area serving a 20-acre single family subdivision to the south along the east side of Cedarwood Trail.
<u>Factor #5</u>	Minimizes or effectively mitigates any identified adverse effect on the use, enjoyment or value of adjacent lands. A single family dwelling sitting on a 6-acre parcel abuts the site to the north. This parcel was purchased by the quarry (Vulcan Lands, Inc) in 2017 and will most likely be incorporated into their properties. A single family dwelling sitting on a 4.5-acre parcel abuts the zoning site to the south. Landscaping standards of the Development Ordinance, in conjunction with building setback and building height standards of the RM-16 District, will assist in mitigating impacts on the residential property.

Changes in the Area:

There have been changes in the type or nature of development in the area of the proposed Conditional Zoning District that support the application.

Except for the extension of City of High Point water and sewer line to this area in early 2015, there have been no significant changes in this area.

Development Patterns:

The proposed Conditional Zoning District results in development that promotes a logical, preferred and orderly development pattern.

This area contains a wide variety of land uses ranging from a Heavy Industrial related quarry uses to Agriculturally zoned lands developed with single family homes on large lots.

Consistency with Adopted Policy Guidance:

Whether and the extent to which the proposed conditional zoning district is appropriate for its proposed location, and is consistent with the City's adopted policy guidance;

Subject to approval of Plan Amendment 18-06, the zoning request meets the goals and objectives of the Northwest Area Plan.

Reasonableness/Public Interest:

Whether an approval of the Conditional Zoning District is reasonable and in the public interest.

The conditions offered by the applicant mitigate the potential impacts from the proposed mixed residential development upon adjacent properties

Recommendation

Staff Recommends Approval with amendments:

Subject to the approval of Plan Amendment Case 18-06 and subject to inclusion of the conditions listed below, staff recommends approval of the requested CZ RM-16 District. With the inclusion of the recommended transportation conditions, the request will be consistent with the adopted land use policy established in this area and will promote a development that will be compatible with the surrounding area.

Part II. Conditions

C. Transportation

1. Right-of-way dedication

The property owner shall dedicate a minimum of fifty (50) feet of right-of-way, as measured from the existing centerline of NC 66, along the entire frontage of the zoning site. This dedication shall be required prior to development of any portion of Tract D.

2. Access

- a. The rezoning site shall be limited to one point of access to N. Main Street. Subject to North Carolina Department of Transportation (NCDOT) approval, this access point shall consist of realigning Delray Drive to intersect N. Main Street opposite Cedarwood Trail. The realignment of Delray Avenue shall be completed as part of any development within Tract A or B.
- b. The rezoning site shall be limited to three (3) points of access to Thomas Street. Two access points between NC 66 and Delray Avenue and one point of access to at the end of the Thomas Road extension.
- c. The rezoning site shall be limited to one (1) point of access to Monteray Circle and one (1) point of access to Delray Avenue.
- d. No lot shall have direct access to N. Main Street.
- e. The developer shall provide two public street right-of-way stubs to the site's southern boundary

3. Improvements

- a. The property owner shall provide an eastbound left lane at the intersection of N. Main Street and Delray Avenue/Cedarwood Trail. This improvement shall be installed concurrent with any development on Tract A or B.

- b. The property owner shall provide a southbound left turn lane on NC 66 at the Thomas Street intersection. This improvement shall be installed concurrent with any development on Tract C or D.
- c. The property owner shall connect to Monterey Circle and shall improve Monterey Circle from the western property boundary of the zoning site to the existing pavement to minimum NCDOT standards. This improvement shall be installed concurrent with any development on Tract A, B or C.

Required Action

Planning and Zoning Commission:

The NC General Statutes require that the Planning and Zoning Commission place in the official record a statement of consistency with the City's adopted plans when making its recommendation. This may be accomplished by adopting the statements in the Staff Analysis section of this report or by adopting its own statement.

City Council:

The NC General Statutes require that the City Council also place in the official record a statement of consistency with the City's adopted plans, and explain why the action taken is considered to be reasonable and in the public interest when rendering its decision in this case. This may be accomplished by adopting the statements in the Staff Analysis section of this report or by adopting its own statement.

Report Preparation

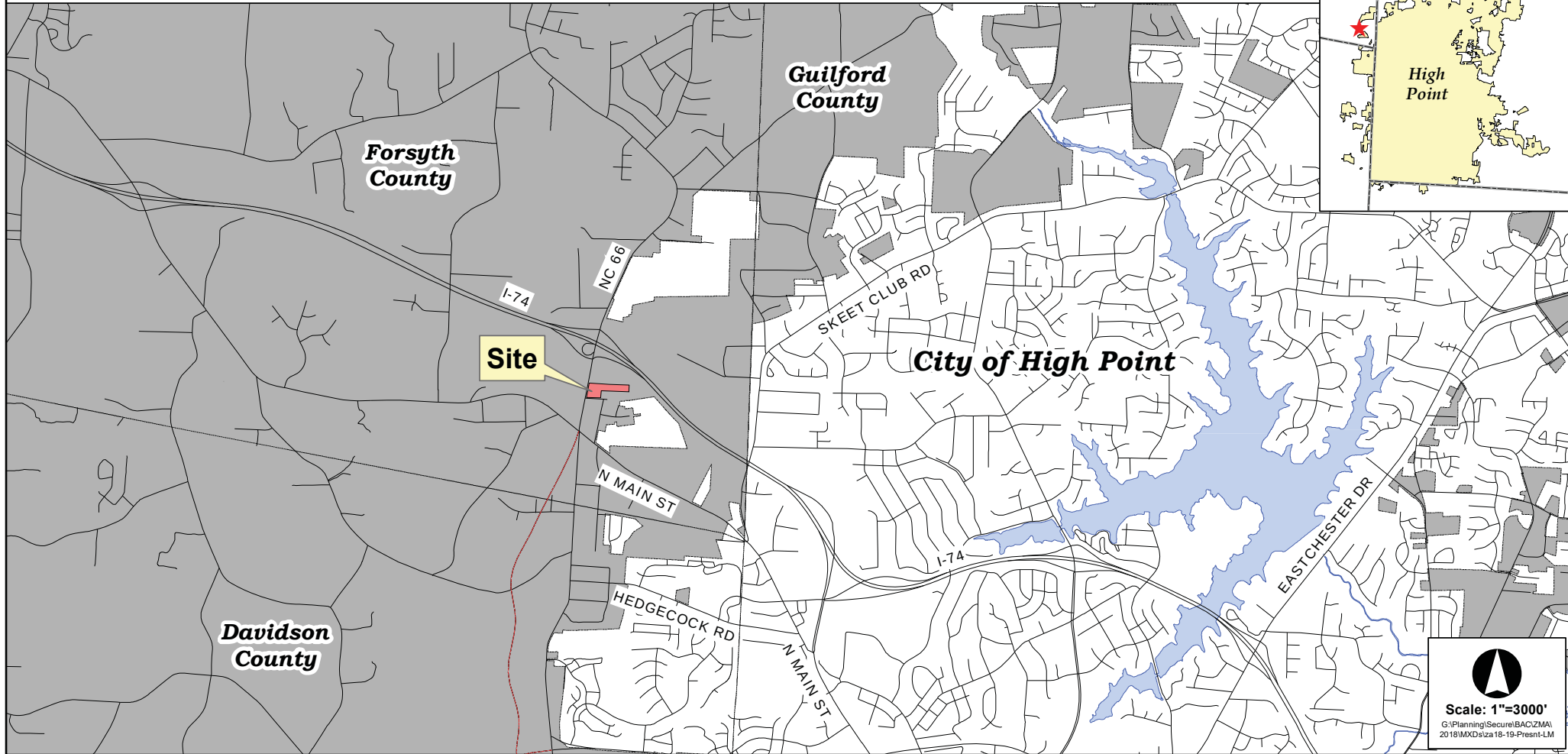
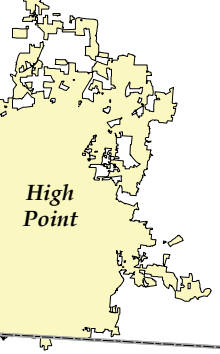
This report was prepared by Planning and Development Department staff member Herbert Shannon Jr. AICP, Senior Planner, and reviewed by Robert Robbins AICP, Development Services Administrator and G. Lee Burnette AICP, Director.

LOCATION MAP

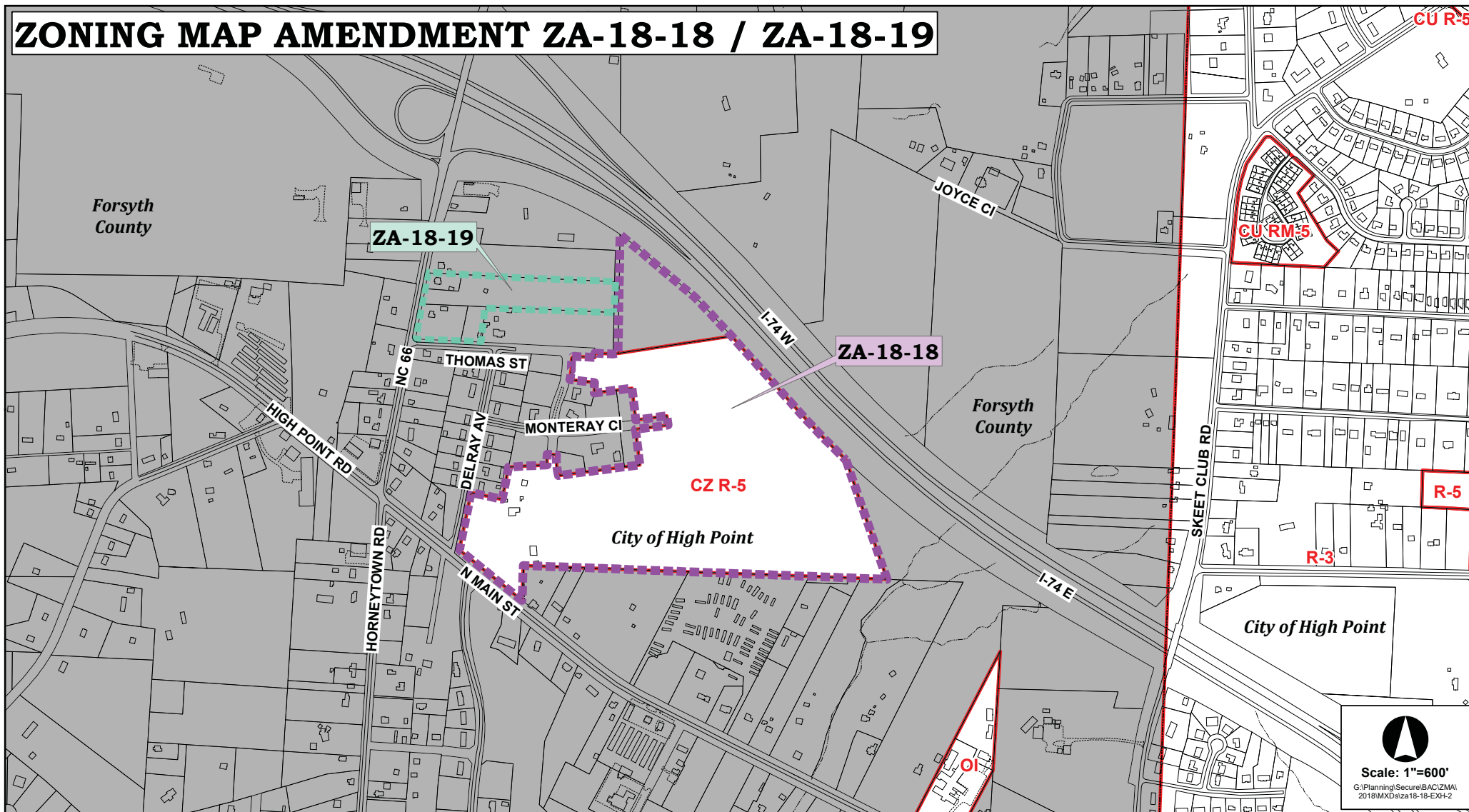
ZONING MAP AMENDMENT ZA-18-19

Applicant: DENNIS BUNKER ET AL

Vicinity Map



ZONING MAP AMENDMENT ZA-18-18 / ZA-18-19



ZONING MAP AMENDMENT ZA-18-19

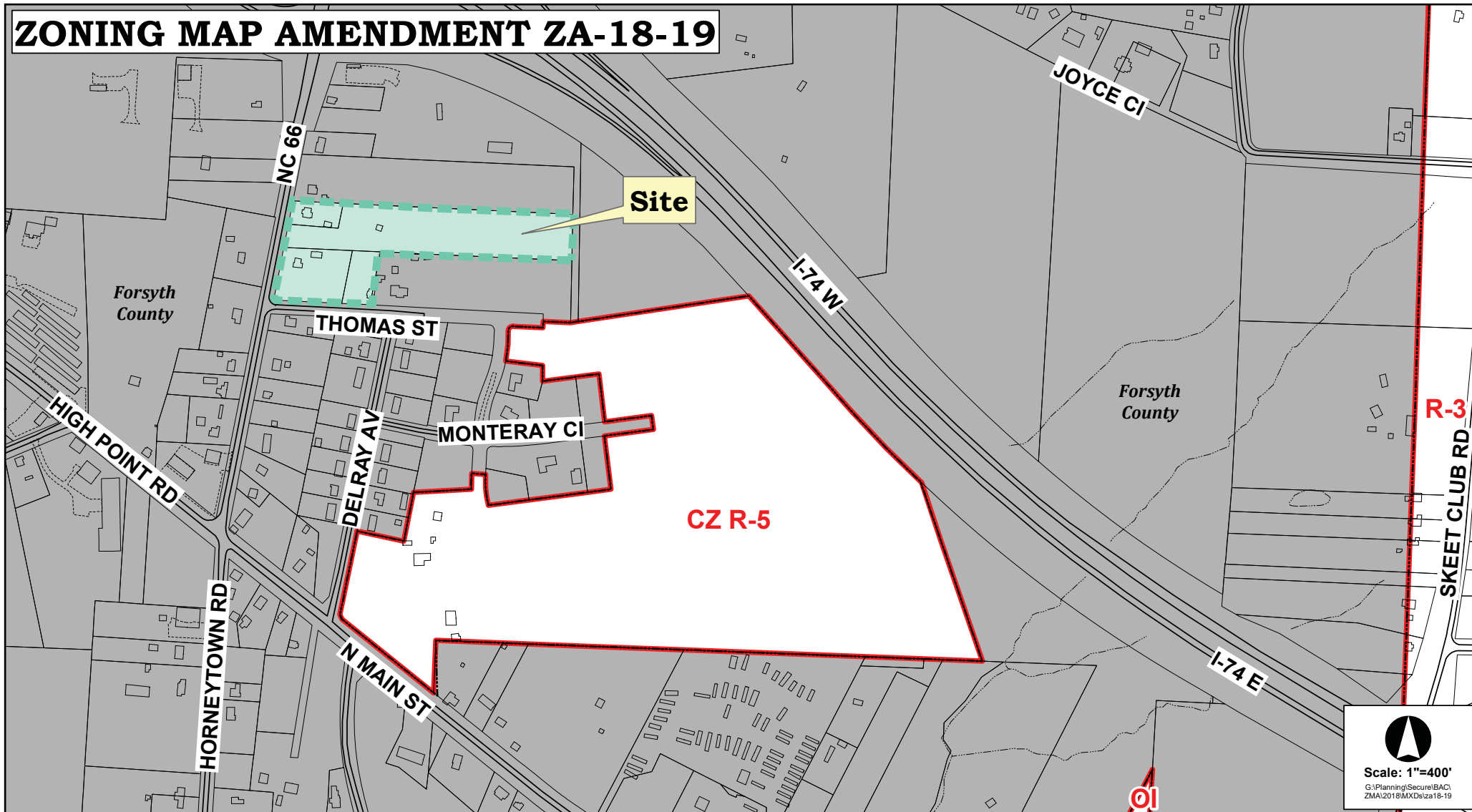
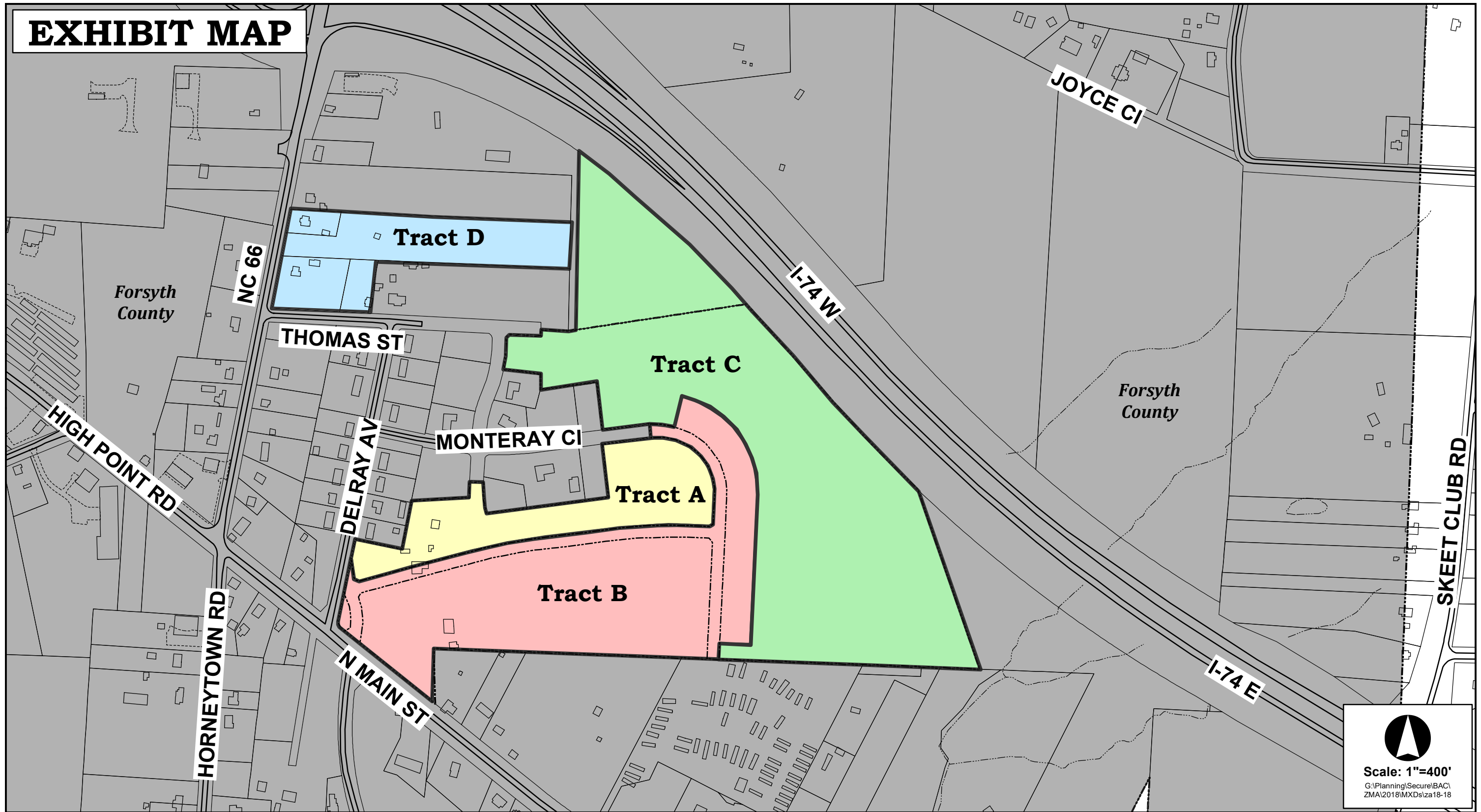


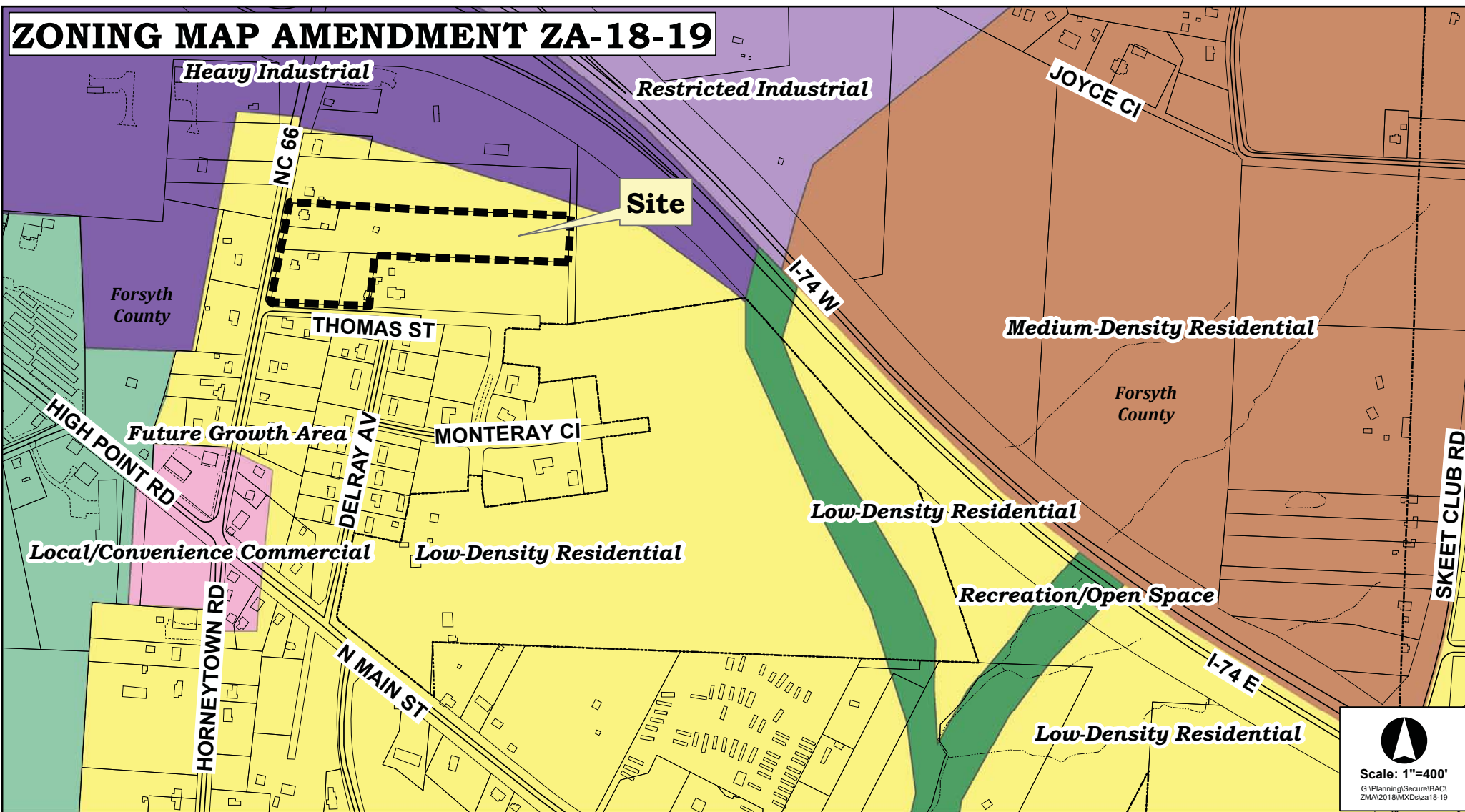
EXHIBIT MAP



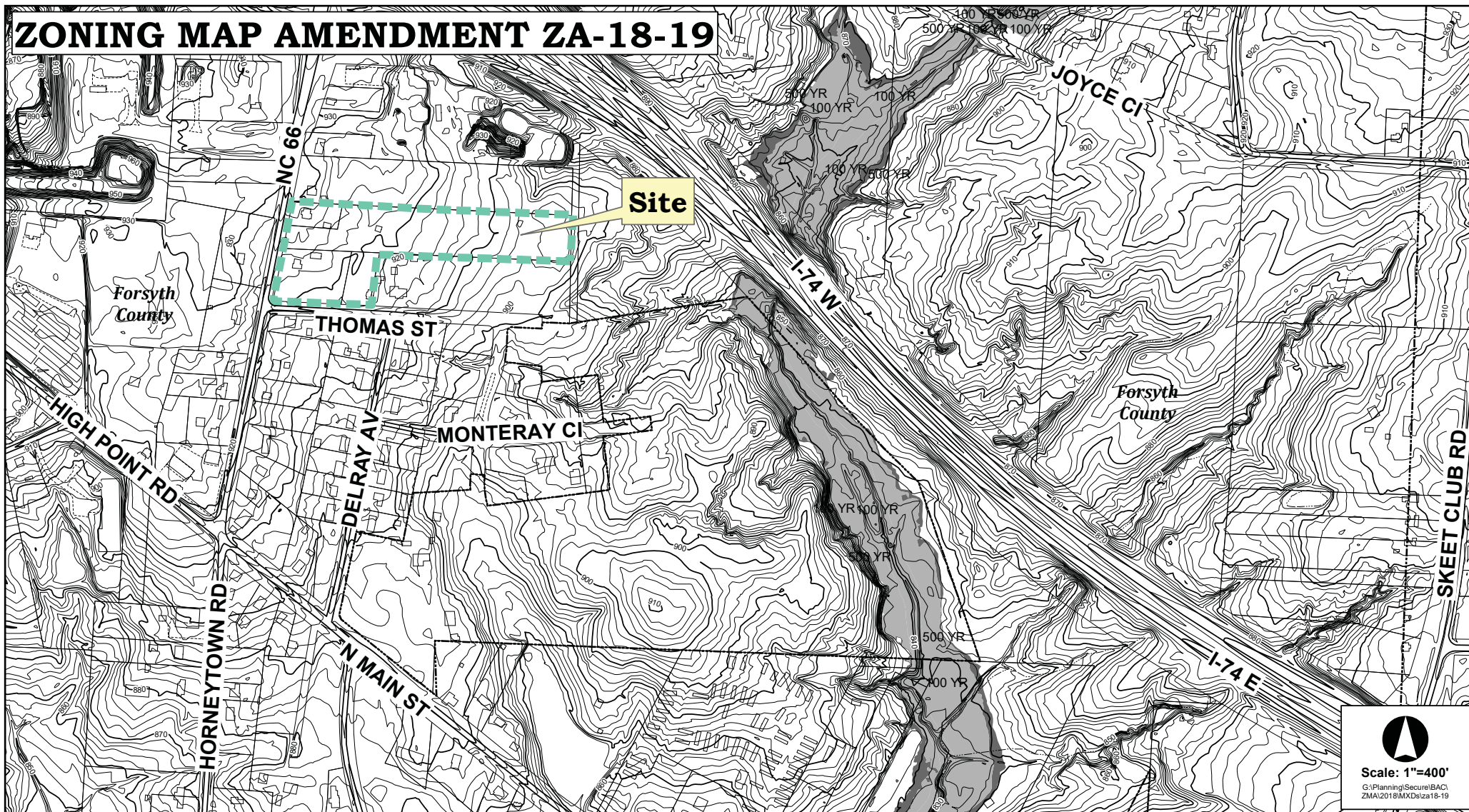
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ZONING MAP AMENDMENT ZA-18-19

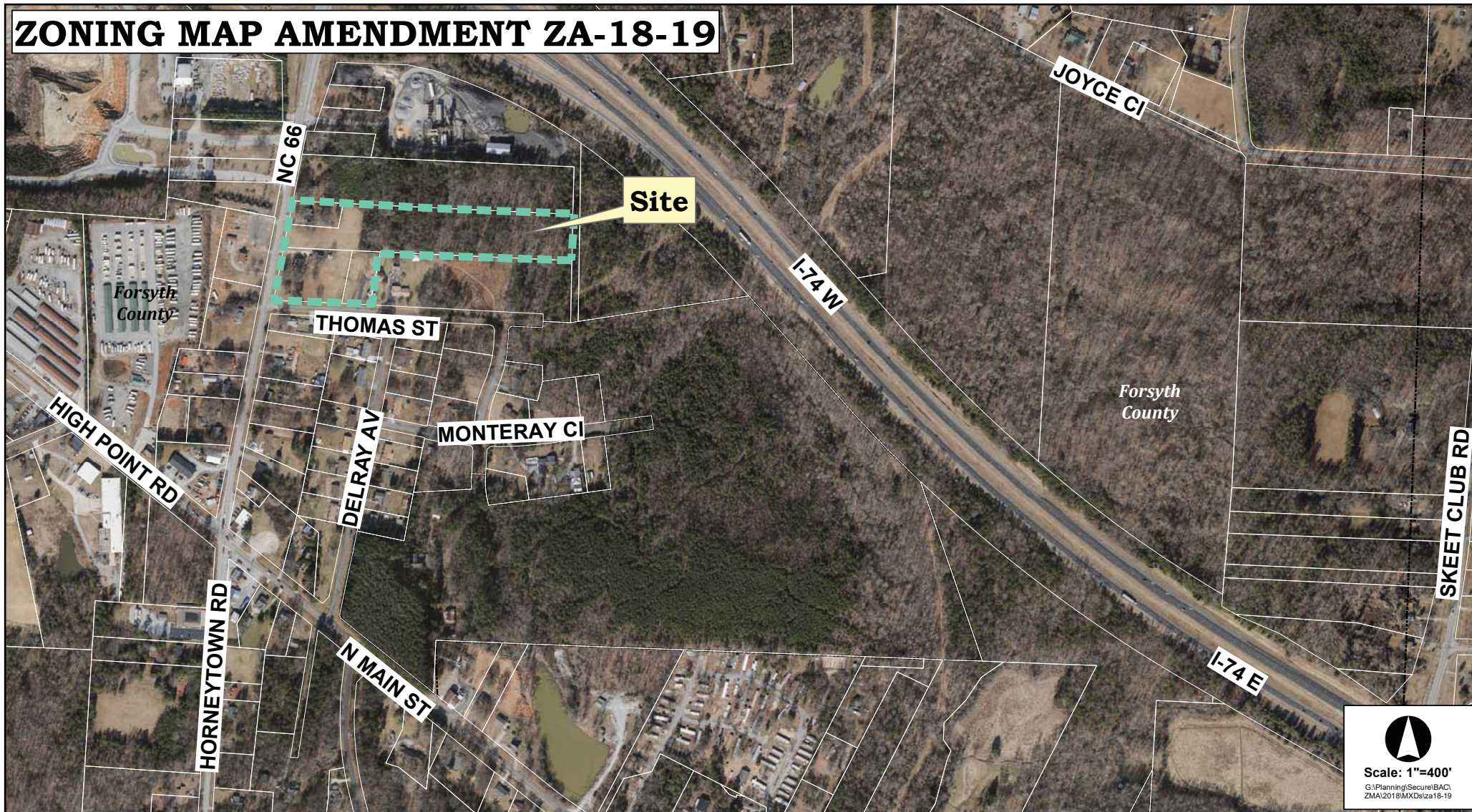


ZONING MAP AMENDMENT ZA-18-19



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ZONING MAP AMENDMENT ZA-18-19



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Conditions submitted by the applicant at the Nov. 13, 2018 P&Z Meeting

AN ORDINANCE AMENDING “THE CITY OF HIGH POINT, NORTH CAROLINA DEVELOPMENT ORDINANCE,” PURSUANT TO SECTION 2.4.19, ZONING MAP AMENDMENT, OF THE DEVELOPMENT ORDINANCE.

WHEREAS, the City Council of the City of High Point adopted “The City of High Point Development Ordinance” on May 16, 2016 with an effective date of January 1, 2017, and subsequently amended;

WHEREAS, public hearings were held before the Planning and Zoning Commission of the City of High Point on **October 23, 2018** and before the City Council of the City of High Point on **November 19, 2018** regarding **Zoning Map Amendment Case 18-18 (ZA-18-18)** a proposed amendment to the Official Zoning Map of the “City of High Point Development Ordinance”;

WHEREAS, notice of the public hearings were published in the High Point Enterprise on **October 14, 2018**, for the Planning and Zoning Commission public hearing and on **November 7, 2018** and **November 14, 2018**, for the City Council public hearing pursuant to Chapter 160A-364 of the General Statutes of North Carolina; and

WHEREAS, the proposed amendment was adopted by the City Council of the City of High Point on **November 19, 2018**.

THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HIGH POINT:

SECTION 1

That the Official Zoning Map of the City of High Point be amended to establish the following described area as a: **Conditional Zoning Residential Multifamily -16 (CZ RM-16) District**. The property is approximately 73 acres and lying to the northeast of the intersection of N. Main Street & Delray Avenue, east of Monterey Circle, east of Beechnut Drive, north of Thomas Street and east of NC 66. The property is also known as Forsyth County Tax Parcels 6882-88-2913.00; 6882-78-1754.00; 6682-68-9756.00; 6882-78-4954.00; and 6882-69-9041.00.

SECTION 2

That the property herein described shall be perpetually bound by the following use(s) authorized and condition(s) imposed, unless subsequently changed or amended as provided for by the Development Ordinance.

Part I. USES:

Tract A: Only Single Family Detached dwellings and Single Family Attached dwellings, as allowed in the Residential Single Family-7 (R-7) District, and their customary accessory uses shall be permitted. Development shall be subject to the development and dimensional requirements of the R-7 District, Residential Use Standards (Section 4.3.2) of the Development Ordinance, and the specific conditions listed in this Ordinance.

Tract B: Any uses allowed in the Residential Multifamily - 16 (RM-16) District subject to the standards of the Development Ordinance and the specific conditions listed in this ordinance. This tract shall be limited to a maximum density of 8 dwelling units per acre.

Tract C: Any uses allowed in the Residential Multifamily - 16 (RM-16) District subject to the standards of the Development Ordinance and the specific conditions listed in this ordinance.

Tract D: Any uses allowed in the Residential Multifamily - 16 (RM-16) District subject to the standards of the Development Ordinance and the specific conditions listed in this ordinance.

Part II. CONDITIONS:

A. Development, Dimensional and Density Requirements.

1) Density:

- (a). A maximum of 600 dwelling units shall be permitted.
- (b). A new Traffic Impact Analysis (TIA) shall be required to be submitted and approved by the City of High Point Director of Transportation and the North Carolina Department of Transportation (NCDOT) in order to allow more than 200 single family detached and/or Twin Home dwelling units. All improvements required by the updated TIA, City of High Point Director of Transportation and NCDOT shall be required to be installed prior to exceeding this 200-unit limit.
- (c). Tract B: This tract shall be limited to a maximum density of 8 dwelling units per acre.

B. Sketch Plan: The purpose of the sketch plan is to illustrate the boundary of Tracts A, B, C and D as referred to in this ordinance.

C. Transportation Conditions.

The developer and governing entities will use the TIA dated September 11, 2018 as guidance for future points of access and off-site road improvements. The phasing of the project will govern the timing of the construction of access points and off-site road improvements, which will be mutually agreed upon by the parties

- 1. Right-of-Way Dedication: The property owner shall dedicate a maximum of fifty (50) feet of right-of-way (30 feet existing, 20 feet additional), as measured from the existing centerline of NC 66, along the entire frontage of the zoning site. This dedication shall occur upon agreement and approval by NCDOT and the property owner of the location of the curb cut along the property owners.

2. Access

- a. The rezoning site shall be limited to one point of access to N. Main Street. Subject to North Carolina Department of Transportation (NCDOT) approval, this access point shall consist of realigning Delray Drive to intersect N. Main Street opposite Cedarwood Trail. The realignment of Delray Avenue shall be completed as part of any development within Tract A or B.
- b. The rezoning site shall have the following potential points of access as indicated in the TIA and required by the developer: one (1) point of access to NC 66, up to three (3) points of access to Thomas Street, one (1) point of access to Monteray Circle, one (1) point of access to Delray Avenue, and one (1) point of access to Beechnut at Thomas Street.
- c. No lot shall have direct access to N. Main Street.
- d. The developer shall provide two public street right-of-way stubs to the sites southern boundary

3. Improvements

- a. Turn Lanes: The property owner shall provide a southbound left turn at the proposed site access point at NC 66. This improvement shall be installed concurrent with any development on Tract D.
- b. The property owner shall connect to Monteray Circle and, if not already improved by others, shall improve Monteray Circle from the western property boundary of the zoning site to the existing pavement to minimum NCDOT standards. This improvement shall be installed concurrent with any development on Tract A, B or C.

4. Other Transportation Conditions

The City of High Point Director of Transportation and the North Carolina Department of Transportation (NCDOT) shall approve all transportation construction and improvements.

SECTION 3

That plans for any development on the property described herein shall be pursued in accordance with this conditional zoning district and shall be submitted to the City of High Point and other approval authorities for review in the same manner as other such plans that are required to be approved by the City of High Point.

SECTION 4

Should any section or provision of this ordinance be declared invalid, such decision shall not affect the validity of the remaining portions of this ordinance.

SECTION 5

That all ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

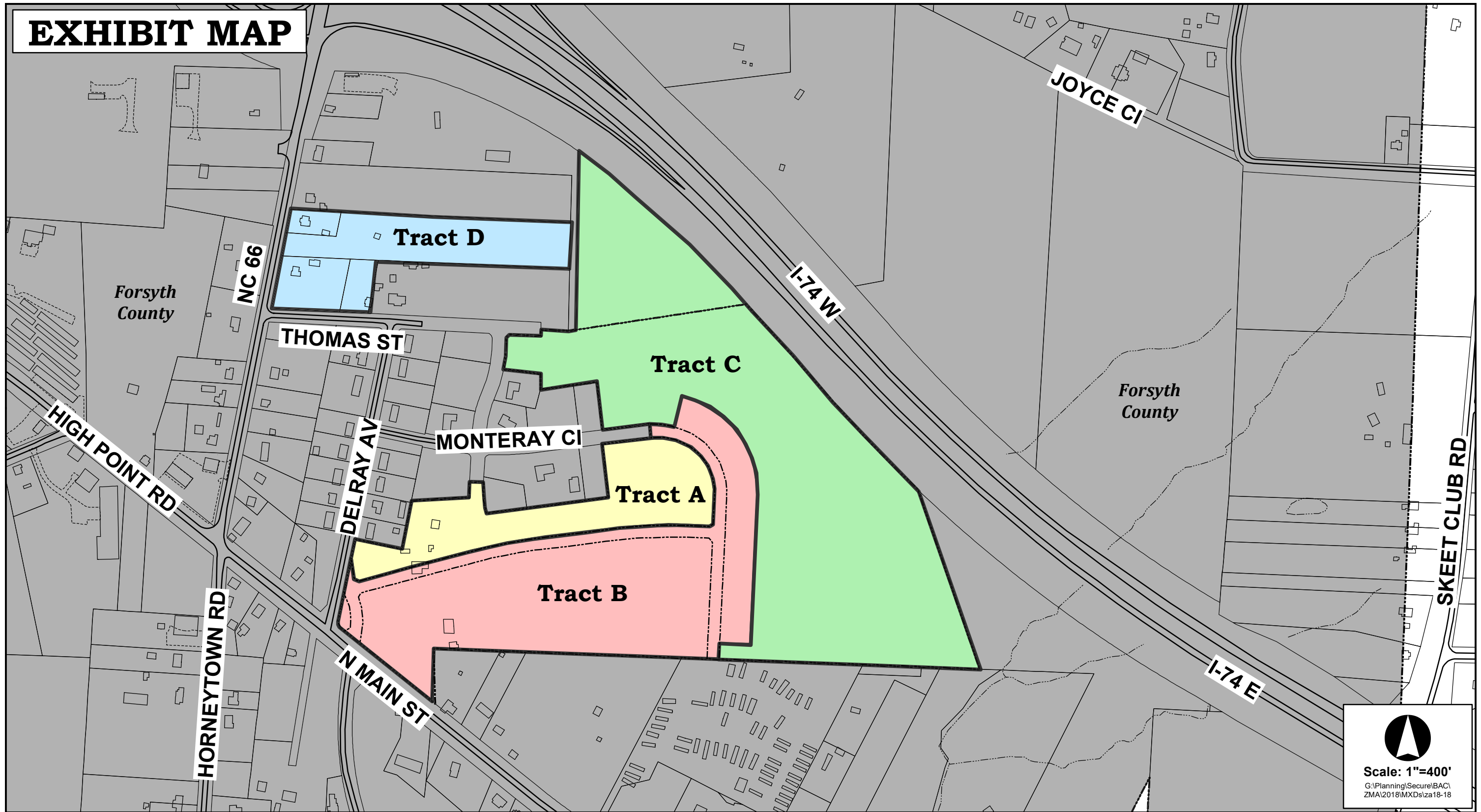
SECTION 6.

This ordinance shall become effective upon the date of adoption.

19th day of November, 2018.

Lisa B. Vierling, City Clerk

EXHIBIT MAP



Scale: 1"=400'

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The applicant's traffic engineer submitted the following Executive Summary from their Traffic Impact Analysis (TIA).

In addition to this summary, the complete TIA has been submitted to the City of High Point Transportation Department for review.



Waynesville, NC

525 North Main Street
Waynesville, NC 28786
(P) 828.456.8383
(F) 828.456.8797

Traffic Impact Analysis

For

Proposed Residential Development

Located in

High Point, North Carolina

Prepared For:

Dennis N. Bunker, III
Bunker Land Group, LLC
1140 Dilworth Crescent Row
Charlotte, North Carolina 28203

Prepared By:

J.M. Teague Engineering & Planning
525 North Main Street
Waynesville, North Carolina 28786



September 2018

WAYN 0843

Introduction and Background

This report summarizes the findings of the Traffic Impact Analysis (TIA) that was performed for a residential development with up to 600 units proposed near the intersection of NC 66 (SR 2775) and N. Main Street (SR 1003) just south of Interstate 74 in northern High Point, North Carolina. This development will have a mix of single family residential and multifamily apartments based on the zoning requirements. The purpose of this study is to determine the impact of the anticipated traffic associated with this development and its effect on the intersections listed in the Parameters and Study Area section of the report. The traffic generated by the development will be added to the background traffic, then analyzed to determine any potential adverse traffic impacts on the adjacent roadway network from the proposed development.

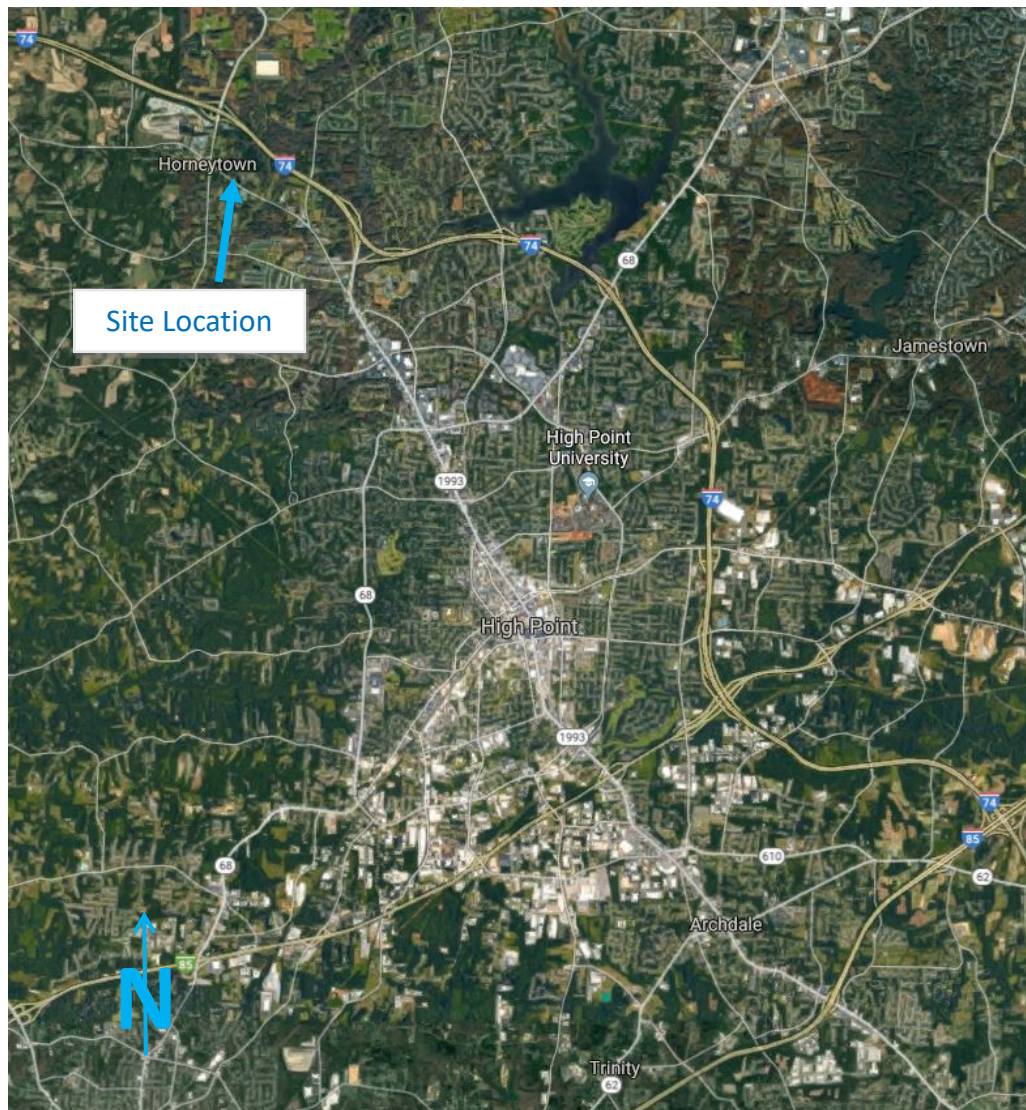


Figure 1 – Region of Proposed Site Location



Figure 2 – Proposed Site Location

Proposed Site Use and Access

The bubble plan consists of up to 600 units with a mix of 200 single family residential and 400 multifamily apartments on 58.327 acres. The proposed site will have approximately five access points. One access point for the site is located off from NC 66 (SR 2775), north of Thomas Street (SR 2617) and South of I-74/US 311 Eastbound Ramps. Another access point will be off of Delray Avenue (SR 2816) north of the intersection of Delray Avenue (SR 2816) and N. Main Street (SR 1003). A third site access is located at Thomas Road (SR 2617), a fourth access point is located along Beechnut Drive and the fifth proposed at the end of Monterey Court (SR 2884).

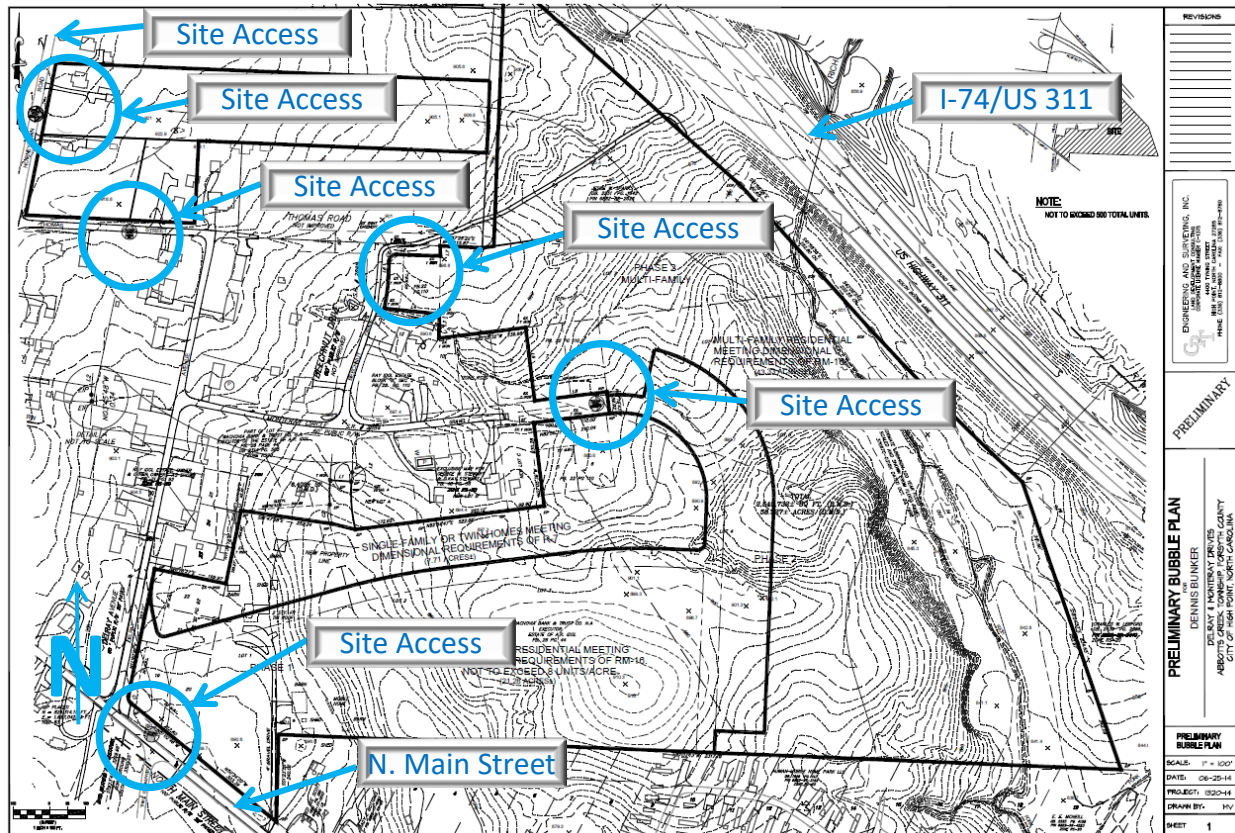


Figure 3 – Preliminary Bubble Plan
(Plan provided by CPT Engineering and Surveying, Inc.)

	Size	Unit	ADT (vpd)	AM Peak (vph)		PM Peak (vph)	
				IN	OUT	IN	OUT
ITE Land Use Code 210 – Single-Family Housing	200	Dwelling units	1968	37	110	125	73
ITE Land Use Code 221 – Multi-Family Housing	400	Dwelling units	2178	35	98	102	66

<Table 2> Typical Weekday Trip Generation

Trips were assigned to the roadway network using the percentages found in Figure 8 & 9 and shown as AM & PM Peak Hour Ingress and Egress site generated trips in Figure 6 & 7.

CONCLUSIONS AND RECOMMENDATIONS

The mitigation recommendations at each of the studied intersections were based on NCDOT's *Policy on Street and Driveway Access to North Carolina Highways* (Driveway Manual) methodology and mitigation threshold requirements, and engineering judgment.

According to NCDOT, mitigation improvements to the studied roadway network are required if at least one of the following conditions exists when comparing base network conditions to project build-out conditions:

- Average intersection or approach delay increases by 25% or greater while maintaining same LOS,
- LOS degrades by at least one level
- LOS is F

I-74/US 311 WB Ramps @ NC Hwy 66

As can be seen in Table 20, the AM and PM delay increases for specific turning movements. However, the approach LOS is acceptable and does not exceed NCDOT mitigation thresholds. As a result, no changes are recommended at this intersection. The addition of site generated traffic is not anticipated to degrade general roadway or driver safety at this intersection.

I-74/US 311 WB Ramps @ NC Hwy 66
Comparison of Background vs Build-out Peak Hour Traffic Conditions

Approach	Peak Hour	Background			Build-out			Delay Increase (%)
		LOS	Delay	V/C	LOS	Delay	V/C	
Westbound Left	AM	D	26.9	0.10	E	45.3	0.27	68.4
	PM	C	22.9	0.19	E	37.3	0.47	62.9
Westbound Right	AM	C	16.3	0.51	C	18.0	0.55	10.4
	PM	D	29.8	0.81	D	33.3	0.84	11.7
Westbound Approach	AM	C	16.8	-	C	20.5	-	22.0
	PM	D	29.2	-	D	33.9	-	16.1
Northbound Left	AM	B	10.1	0.18	B	10.7	0.27	5.9
	PM	A	9.9	0.07	B	10.3	0.10	4.0

<Table 20>

I-74/US 311 EB Ramps @ NC Hwy 66

As can be seen in Table 21, the AM and PM delay increases for the Eastbound left, however the overall approach LOS and delay are within acceptable limits. As a result, no changes are recommended at this intersection. The addition of site generated traffic is not anticipated to degrade general roadway or driver safety at this intersection.

I-74/US 311 EB Ramps @ NC Hwy 66
Comparison of Background vs Build-out Peak Hour Traffic Conditions

Approach	Peak Hour	Background			Build-out			Delay Increase (%)
		LOS	Delay	V/C	LOS	Delay	V/C	
Eastbound Left	AM	C	17.5	0.19	C	23.0	0.25	31.4
	PM	C	22.4	0.38	D	33.0	0.50	47.3
Eastbound Right	AM	A	9.0	0.06	A	9.2	0.08	2.2
	PM	B	10.3	0.16	B	11.5	0.00	11.7
EB Approach	AM	B	13.7	-	C	15.5	-	13.1
	PM	C	16.1	-	C	19.6	-	21.7

<Table 21>

Proposed Site Access @ NC Hwy 66

As can be seen in Table 22, the proposed Site Access @ NC Hwy 66 is anticipated to operate with acceptable LOS and delay. According to Sim Traffic the simulated max queue observed indicates that a 125-foot southbound left turn with appropriate deceleration should be installed on NC Highway 66. This improvement will accommodate safe ingress and egress to the site.

Proposed Site Access @ NC Hwy 66
Comparison of Background vs Build-out Peak Hour Traffic Conditions

Approach	Peak Hour	Background			Build-out			Delay Increase (%)
		LOS	Delay	V/C	LOS	Delay	V/C	
WB Left/Right	AM	-	-	-	B	14.1	0.20	N/A
	PM	-	-	-	B	14.8	0.16	N/A
Southbound Left	AM	-	-	-	A	1.3	0.03	N/A
	PM	-	-	-	A	2.1	0.09	N/A

<Table 22>

Thomas Rd (SR 2617) @ NC Hwy 66

As can be seen in Table 23, the difference in LOS, delay, and queue between background traffic and the build-out traffic does not exceed the NCDOT mitigation thresholds. As a result, no changes are recommended at this intersection to accommodate traffic generated by the site under build-out conditions. The addition of site generated traffic is not anticipated to degrade general roadway or driver safety at this intersection.

Thomas Rd (SR 2617) @ NC Hwy 66
Comparison of Background vs Build-out Peak Hour Traffic Conditions

Approach	Peak Hour	Background			Build-out			Delay Increase (%)
		LOS	Delay	V/C	LOS	Delay	V/C	
WB Left/Right	AM	B	12.3	0.02	B	13.7	0.15	11.4
	PM	B	13.2	0.02	B	13.1	0.08	0
Southbound Left	AM	A	0.2	0.00	A	0.8	0.02	N/A
	PM	A	0.1	0.00	A	1.3	0.05	N/A

<Table 23>

N. Main St (SR 1003) @ NC 66 Hwy

As can be seen in Table 24, the LOS and delay increases between background traffic and the build-out traffic. The delay is below the NCDOT mitigation thresholds for most movements at this intersection. However, the southbound approach conditions decline to a LOS F during the PM peak hour and experiences a substantial delay increase with build-out conditions. Accordingly, this increase warrants mitigation to the southbound approach in order to reduce the effects of the proposed development traffic.

Right of way and potential utility impacts in the southwest quadrant complicate intersection improvements. Preliminary investigations into whether the intersection meets warrants for signalization indicate that conditions are anticipated to be met, and given the past crash experience, the significance of improving the intersection is amplified.

Improvements to correct these deficiencies are the subject of discussion with NCDOT Division 9 personnel and will be resolved upon the final driveway permit approval.

N. Main St (SR 1003) @ NC 66 Hwy
Comparison of Background vs Build-out Peak Hour Traffic Conditions

Approach	Peak Hour	Background			Build-out			Delay Increase (%)
		LOS	Delay	V/C	LOS	Delay	V/C	
Eastbound Left	AM	B	11.2	-	B	12.1	-	8.0
	PM	B	13.5	-	C	15.4	-	14.1
Westbound Left	AM	B	11.1	-	B	12.7	-	14.4
	PM	C	17.0	-	C	20.8	-	22.4
Northbound Left/Thru	AM	C	17.7	-	C	20.6	-	16.4
	PM	B	14.6	-	C	16.7	-	14.4
Northbound Right	AM	A	7.3	-	A	7.8	-	6.8
	PM	A	8.8	-	A	9.5	-	8.0
NB Approach	AM	C	16.5	-	C	19.1	-	15.8
	PM	B	13.6	-	C	15.2	-	11.8
SB Left/Thru/Right	AM	B	11.8	-	B	13.5	-	14.4
	PM	E	39.4	-	F	75.6	-	91.9

<Table 24>

Delray Ave (SR 1003)/ Cedarwood Tr (SR 4222) @ N. Main St (SR 1003)

As can be seen in Table 25, the difference in LOS, delay, and queue between background traffic and the build-out traffic is only minimally increased for all approaches during the AM and PM peak hours and does not exceed any NCDOT mitigation thresholds for anticipated operational conditions. The addition of site generated traffic is not anticipated to degrade general roadway operations at this intersection under build-out conditions.

With regards to the access connection to Main Street (SR 1003) the realignment of Delray Avenue with Cedarwood Trail had been communicated as a requirement of this development by both NCDOT and the City of High Point.

Delray Ave (SR 1003) @ N. Main St (SR 1003)
Comparison of Background vs Build-out Peak Hour Traffic Conditions

Approach	Peak Hour	Background			Build-out			Delay Increase (%)
		LOS	Delay	V/C	LOS	Delay	V/C	
Eastbound Left	AM	A	0.2	0.00	A	0.6	0.01	200.0
	PM	A	0.2	0.01	A	1.7	0.05	750.0
Westbound Left	AM	A	0.4	0.01	A	0.4	0.01	0.0
	PM	A	1.0	0.02	A	0.9	0.02	0.0
NB Left/Right	AM	B	11.0	0.10	B	11.8	0.11	7.3
	PM	B	12.0	0.05	B	13.4	0.06	11.7
SB Left/Right	AM	B	10.9	0.02	B	10.7	0.10	0.0
	PM	B	13.1	0.03	C	15.8	0.16	20.6

<Table 25>

For construction of the required site access improvements, an implementation schedule that phases improvements according to the development program should be established.

**Citizens Information Meeting Report
Zoning Map Amendment 18-18 & 18-19**

Citizen Information Meeting Report

Zoning Case ZA18-09

The Citizen Information meeting for Zoning Case ZA18-18 and ZA-19 was held at Keller Williams Realty, 665 North Main Street on Wednesday, September 26 from 5:30 until 6:30 pm.

A notification letter dated September 19 was sent by US Mail to 49 properties as supplied by the City of High Point Planning and Development Department. This mailing included the *City of High Point Conditional Use District Zoning Citizen Information Meetings* statement. A copy of the notification letter and list of addressees is attached.

There were 15 citizens in attendance, as follows:

Randy Scott
Jim Bryan
Beverly Gibson
Janet Cecil
Donna Auman
Ron Martin
Sarah Martin
Mary Criddlebaugh
Andrew Walling
Mrs. Walling
Kandi Stilley
Tim Moore
Margot Moore
Denise Hallett
Carolyn S.

Also, in attendance were Dennis Bunker and representative, Judy Stalder. The sign in sheet is attached.

At the meeting a 24" x 36" illustrative zoning plan was presented (see attached).

Judy Stalder presented the current zoning case and the illustrative map. The following observations were made:

1. The requested zoning designation is CZ-RM-16 to allow the development of single family homes and twin homes on Tract A not to exceed the dimensional requirements of R-7 zoning district, townhomes and apartments on Tract B not to exceed 8 units per acre and apartments on Tract C in accordance with the standards of the RM-16 district.
2. Development of the property will require the realignment of Delray Avenue. The property may have access to Delray Avenue, Monteray Circle, Thomas Street and Hwy 66/Horneytown Road.
3. The first public hearing will be with the Planning and Zoning Commission at 6:00 pm on Tuesday, October 23. The hearing is held in Council Chambers, on the third floor at 211 South Hamilton Street.

Dennis Bunker recalled the history of rezonings of this property and the various interactions with the neighbors and City staff.

Questions and comments from the attendees:

- 1) How many apartments and townhomes will be developed? *Around 600 units, 350 units will be multifamily and the remaining will be single family and twinhomes and townhomes.*
- 2) Will our neighborhood be able to handle additional traffic from this development? *We have hired a professional engineering firm to assess the traffic at various nearby intersections. The resulting Traffic Impact Analysis recommends mitigating improvements and we will incorporate those recommendations into the development plan. Multiple points of access will disperse traffic.*
- 3) Will you install a traffic signal at North Main St and Horneytown Road? *The installation of a traffic signal is at the discretion of NCDOT.*
- 4) Will there be turn lanes? *Yes. The TIA recommends turn lanes on North Main Street at Delray Avenue and at the access point to Hwy 66..*
- 5) Will traffic back up from Hwy 66 and block the entrance to your property? *We do not expect so. We will consult with NCDOT and HPDOT.*
- 6) Will the water runoff from this development flood our property? *Water runoff will be controlled on site in accordance with state and local requirements.*
- 7) Tim and Margot Moore at 202 Beechnut Drive request that engineers working on the property contact them for specifics about stormwater flow patterns on the property.
- 8) What will happen to the creek on the property? *The creek and adjacent steep slopes will be protected with required buffers in accordance with state and local requirements.*
- 9) Will your development result in flooding in Davidson County and the Westside Waste Water Treatment plant when the next hurricane hits? *We will adhere to all current required buffers and water runoff standards as prescribed by the state and local requirements.*
- 10) Will the property be fenced to prevent new residents from walking through the mobile home park to access properties along North Main Street? *No. We do not expect our residents will walk through the mobile home park.*
- 11) But they already do. *There are no new residents at this time.*
- 12) The blasting and noise from the Vulcan quarry and the smell from the asphalt plant will make it impossible to build apartments. You will have to build single family homes. *We expect the market studies will determine the best way to develop.*
- 13) Vulcan Materials looks forward to working with our new neighbors.

Submitted by Judy Stalder

Dennis Bunker recalled the history of rezonings of this property and the various interactions with the neighbors and City staff.

Questions and comments from the attendees:

- 1) How many apartments and townhomes will be developed? *Around 600 units, 350 units will be multifamily and the remaining will be single family and twinhomes and townhomes.*
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- 13) Vulcan Materials looks forward to working with our new neighbors.

Submitted by Judy Stalder

The Stalder Group LLC PO Box 5581 High Point NC 27262
336.688.2204 jstalder@northstate.net

Dear Neighbor,

This letter is to notify you of a Citizen Information Meeting concerning a request for rezoning of property at the northeast corner of North Main Street and Delray Avenue. The meeting will be held on Wednesday, September 26 from 5:30 until 6:30 at The Keller Williams Building, 665 North Main Street, High Point NC 27260. At the meeting you will be able to learn more about our plans and ask any questions you may have. Dennis Bunker of Bunker Land Group and I will be available at this meeting. (Please refer to the enclosed statement from the High Point Planning and Development Department concerning Citizen Information Meetings).

Over two years ago Dennis and Kathy Bunker, of Bunker Land Group, amended the zoning of the southern portion of this property to Conditional Zoning RS-7. Since then we have had some interest from developers and builders, but none have been able to make the numbers work. We have also acquired additional property in the area. As a result, we are asking the City of High Point to annex the additional property and to rezone the entire tract to add some development flexibility. We will honor our prior commitment to protect the existing single-family residential uses with similar homes and/or planted buffers.

Please review the enclosed map:

Tract A: This is the property adjacent to most of the existing single family homes. The property will be developed with single family or twin family homes in accordance with the current R-7 district. If twin homes are built, there will be a planted buffer installed along the boundary adjacent to existing homes.

Tract B: This area may be developed with single family, twin homes and/or townhomes at a density of no more than 8 units per acre.

Tract C: This area may be developed with multifamily residences. A planted buffer will be installed along the property line adjacent to residential properties.

If you are unable to attend this meeting or you have questions prior to the meeting, you may contact me at 336.688.2204 or jstalder@northstate.net.

Thank you for your input in the past and we look forward to seeing you on Wednesday.

Sincerely,

Judy Stalder

CITIZEN MEETING BUNKER REZONING

Name

Telephone

Email Address

Randy Scott	336-387-9675	scottselfstorage@northstate.net
Jim Bryan	336-345-7793	jbryanlj@gmail.com
Beverly Gibson	336 848-1357	N/A
Dennis Bunker	704-351-9757	
Janet Cecil	336-869-5042	N/A
Donna Annan (Ruby)	336-869-3477	
Ron & Sarah Martin	336-869-2070	
Murray C. Crutchen	336-889-1567	
Andrew Walling	980-258-4749	WALLINGANDREW@YAHOO.COM Andrew Walling @ Brokerages.com
Kandi Stille	336-848-8584	Stille,mom@northstate.net
Margot Moore	336 847 1583	MargotbMoore@gmail.com
Denise Hallett	704-560-5304	hallettd@vmcmail.com.
Carolyn Stille	336-689-3028	

AN ORDINANCE AMENDING “THE CITY OF HIGH POINT, NORTH CAROLINA DEVELOPMENT ORDINANCE,” PURSUANT TO SECTION 2.4.19, ZONING MAP AMENDMENT, OF THE DEVELOPMENT ORDINANCE.

WHEREAS, the City Council of the City of High Point adopted “The City of High Point Development Ordinance” on May 16, 2016 with an effective date of January 1, 2017, and subsequently amended;

WHEREAS, public hearings were held before the Planning and Zoning Commission of the City of High Point on **October 23, 2018** and before the City Council of the City of High Point on **November 19, 2018** regarding **Zoning Map Amendment Case 18-18 (ZA-18-18)** a proposed amendment to the Official Zoning Map of the “City of High Point Development Ordinance”;

WHEREAS, notice of the public hearings were published in the High Point Enterprise on **October 14, 2018**, for the Planning and Zoning Commission public hearing and on **November 7, 2018** and **November 14, 2018**, for the City Council public hearing pursuant to Chapter 160A-364 of the General Statutes of North Carolina; and

WHEREAS, the proposed amendment was adopted by the City Council of the City of High Point on **December 17, 2018**.

THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HIGH POINT:

SECTION 1

That the Official Zoning Map of the City of High Point be amended to establish the following described area as a: **Conditional Zoning Residential Multifamily -16 (CZ RM-16) District**. The property is approximately 73 acres and lying to the northeast of the intersection of N. Main Street & Delray Avenue, east of Monterey Circle, east of Beechnut Drive, north of Thomas Street and east of NC 66. The property is also known as Forsyth County Tax Parcels 6882-88-2913.00; 6882-78-1754.00; 6682-68-9756.00; 6882-78-4954.00; and 6882-69-9041.00.

SECTION 2

That the property herein described shall be perpetually bound by the following use(s) authorized and condition(s) imposed, unless subsequently changed or amended as provided for by the Development Ordinance.

Part I. USES:

Tract A: Only Single Family Detached dwellings and Single Family Attached dwellings, as allowed in the Residential Single Family-7 (R-7) District, and their customary accessory uses shall be permitted. Development shall be subject to the development and dimensional requirements of the R-7 District, Residential Use Standards (Section 4.3.2) of the Development Ordinance, and the specific conditions listed in this Ordinance.

Tract B: Any uses allowed in the Residential Multifamily - 16 (RM-16) District subject to the standards of the Development Ordinance and the specific conditions listed in this ordinance. This tract shall be limited to a maximum density of 8 dwelling units per acre.

Tract C: Any uses allowed in the Residential Multifamily - 16 (RM-16) District subject to the standards of the Development Ordinance and the specific conditions listed in this ordinance.

Tract D: Any uses allowed in the Residential Multifamily - 16 (RM-16) District subject to the standards of the Development Ordinance and the specific conditions listed in this ordinance.

Part II. CONDITIONS:

A. Development, Dimensional and Density Requirements.

1) Density:

(a). A maximum of 600 dwelling units shall be permitted.

(b). A new Traffic Impact Analysis (TIA) shall be required to be submitted and approved by the City of High Point Director of Transportation and the North Carolina Department of Transportation (NCDOT) in order to allow more than 200 single family detached and/or Twin Home dwelling units. All improvements required by the updated TIA, City of High Point Director of Transportation and NCDOT shall be required to be installed prior to exceeding this 200-unit limit.

(c). Tract B: This tract shall be limited to a maximum density of 8 dwelling units per acre.

B. Sketch Plan: The purpose of the sketch plan is to illustrate the boundary of Tracts A, B, C and D as referred to in this ordinance.

C. Transportation Conditions.

1. Right-of-Way Dedication: The property owner shall dedicate a maximum of fifty (50) feet of right-of-way, as measured from the existing centerline of NC 66, along the entire frontage of the zoning site. This dedication shall be required prior to the development of any portion of Tract D.

2. Access

a. One (1) point of access will be allowed to N. Main Street at the realignment of Delray Avenue with Cedarwood Trail.

- b. One (1) point of access will be allowed to NC 66 subject to approval of NCDOT.
 - c. One (1) point of access will be allowed to NC 66 at Thomas Street.
 - d. Internal:
 - i. Two (2) access points will be allowed to Thomas Street between NC 66 and Delray Avenue.
 - ii. One (1) point of access will be allowed to either Thomas Street extension or to the north end of existing Beechnut Drive.
 - iii. One (1) point of access will be allowed to Monterey Circle extension.
 - iv. The developer shall provide two (2) public street stubs from Tracts B and/or C to the site's southern boundary.
 - v. No connection will be required to the southern terminus of Beechnut Drive at Tract A.
 - vi. One (1) point of access to Delray Avenue.
3. Improvements
- a. The property owner shall realign Delray Avenue with Cedarwood Trail at N. Main Street and shall construct an eastbound left turn lane on N. Main Street. These improvements shall be installed concurrent with any development on Tracts A or B.
 - b. The property owner shall construct a southbound left turn lane on NC 66 at site access or at Thomas Street if proposed access to NC 66 is not approved by NCDOT. This improvement shall be installed concurrent with any development on Tracts C or D.
 - c. Improvements to extend or to access existing streets (Monterey Circle, Thomas Street, and/or Beechnut Drive) to serve the development shall be constructed to either NCDOT or City standards. These improvements shall be installed concurrent with any development on Tracts A, B, or C.
 - d. Streets internal to the development shall be constructed to City standards.
4. Other Transportation Conditions
- The City of High Point Director of Transportation and the North Carolina Department of Transportation (NCDOT) shall approve all transportation construction and improvements.

SECTION 3

That plans for any development on the property described herein shall be pursued in accordance with this conditional zoning district and shall be submitted to the City of High Point and other approval authorities for review in the same manner as other such plans that are required to be approved by the City of High Point.

SECTION 4

Should any section or provision of this ordinance be declared invalid, such decision shall not affect the validity of the remaining portions of this ordinance.

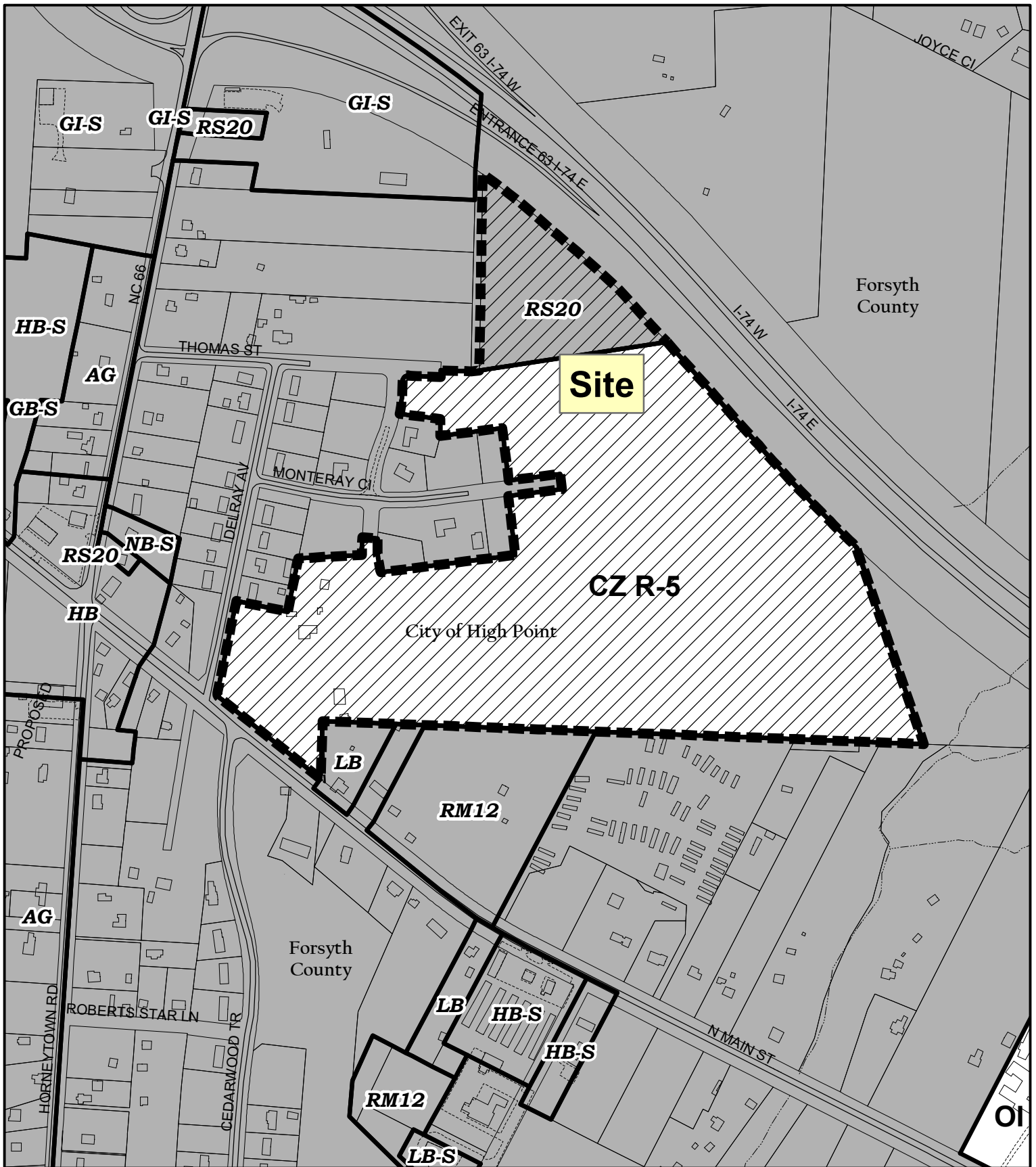
SECTION 5

That all ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 6.

This ordinance shall become effective upon the date of adoption.
17th day of December, 2018.

Lisa B. Vierling, City Clerk



ZONING MAP AMENDMENT ZA-18-18

From: Forsyth County Residential Single Family-20 (RS-20) &
Conditional Zoning Residential Single Family-5 (CZ R-5)
To: Conditional Zoning Residential Multifamily-16 (CZ RM-16)

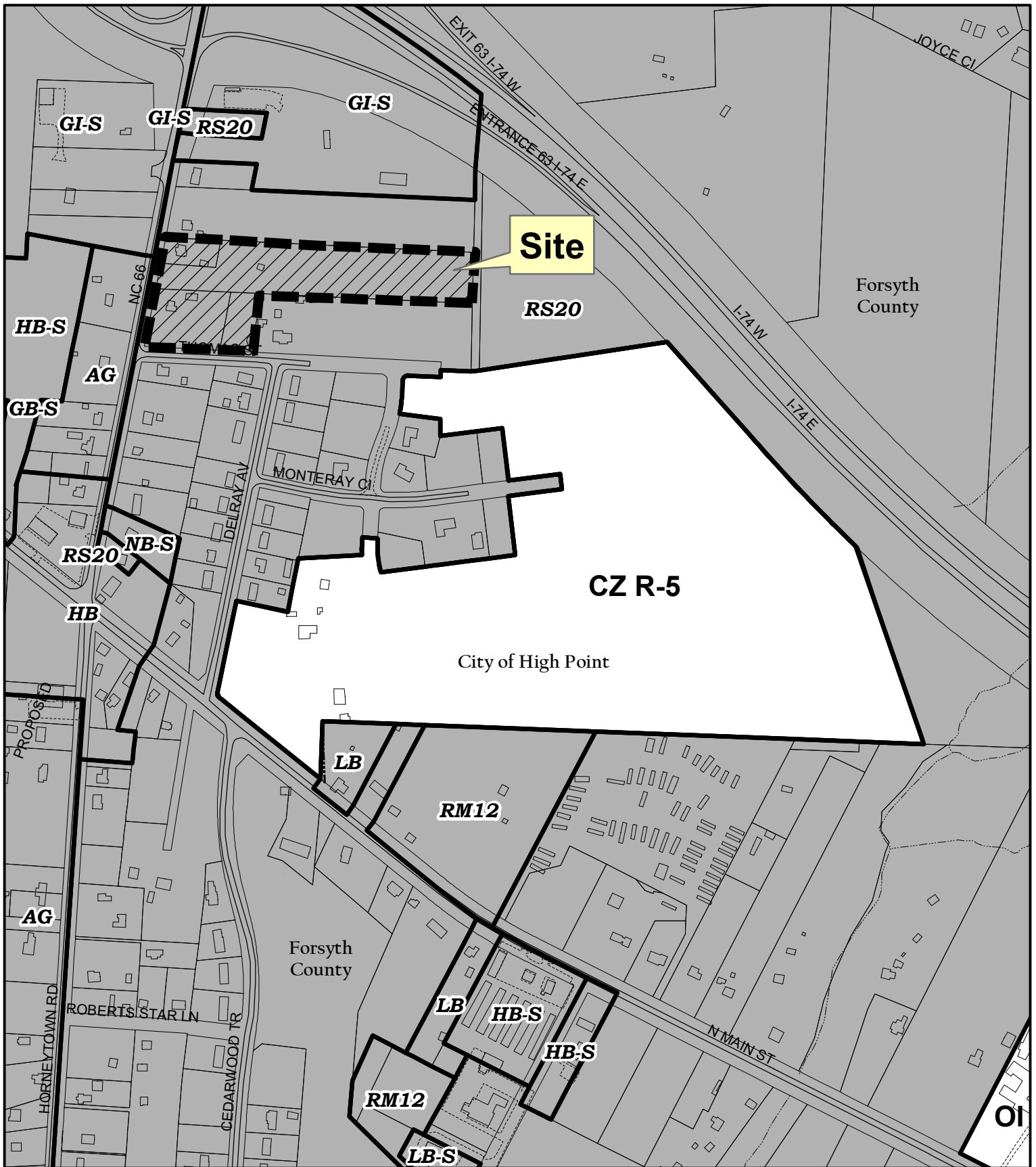
Existing Zoning Boundary —————
Subject Property Boundary - - - - -

Planning & Development
Department

City of High Point



Scale: 1"=500'
G:/Planning/Secure/BAC/
ZAM/2018/MDXs/za18-18



ZONING MAP AMENDMENT ZA-18-19

From: Forsyth County Residential Single Family-20 (RS-20)
To: Conditional Zoning Residential Multifamily-16 (CZ RM-16)

Existing Zoning Boundary —————
Subject Property Boundary - - - - -

Planning & Development
Department

City of High Point



Scale: 1"=500'
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ZMA/2018/MDXs/za18-19

ZONING MAP AMENDMENT ZA-18-18 / ZA-18-19

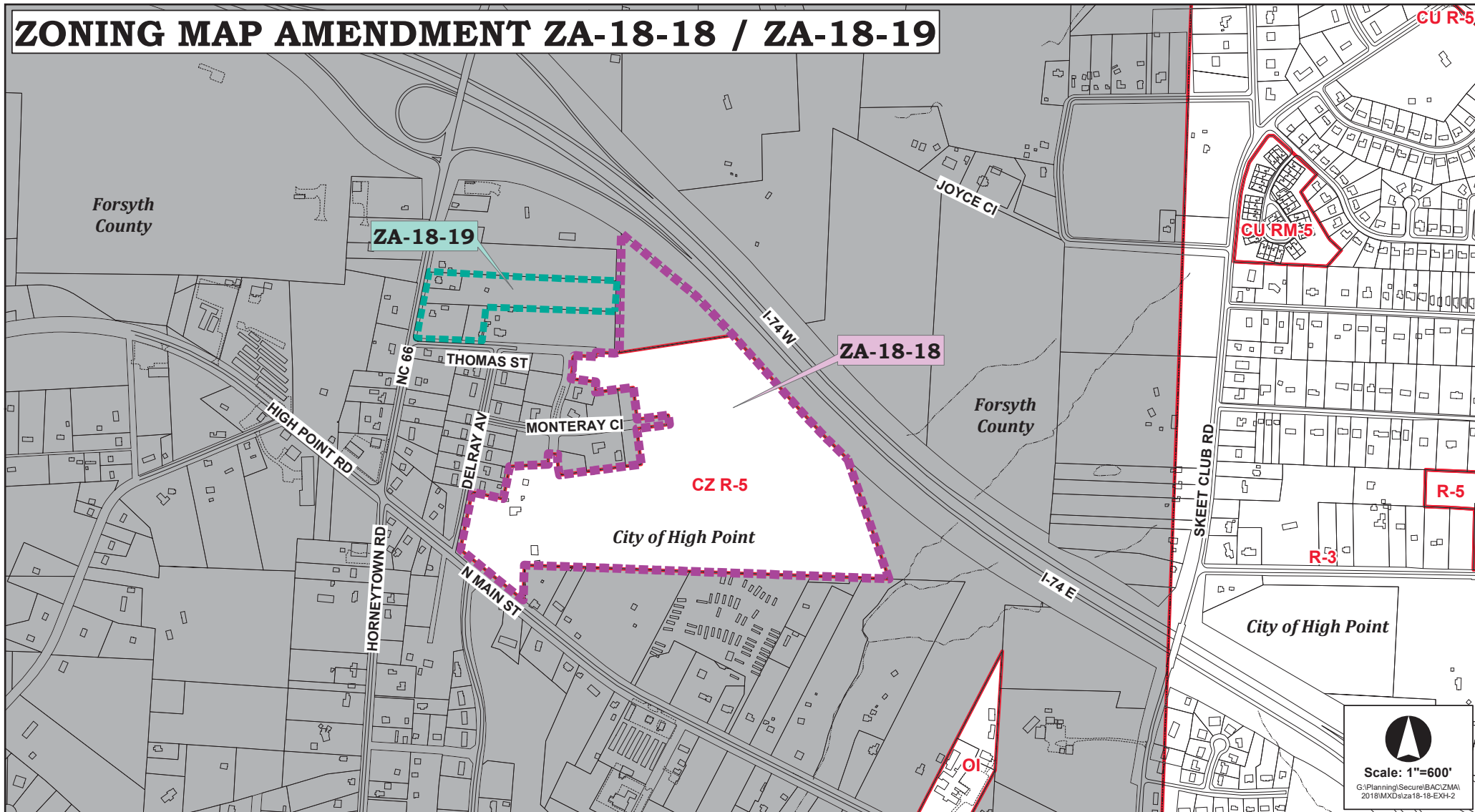
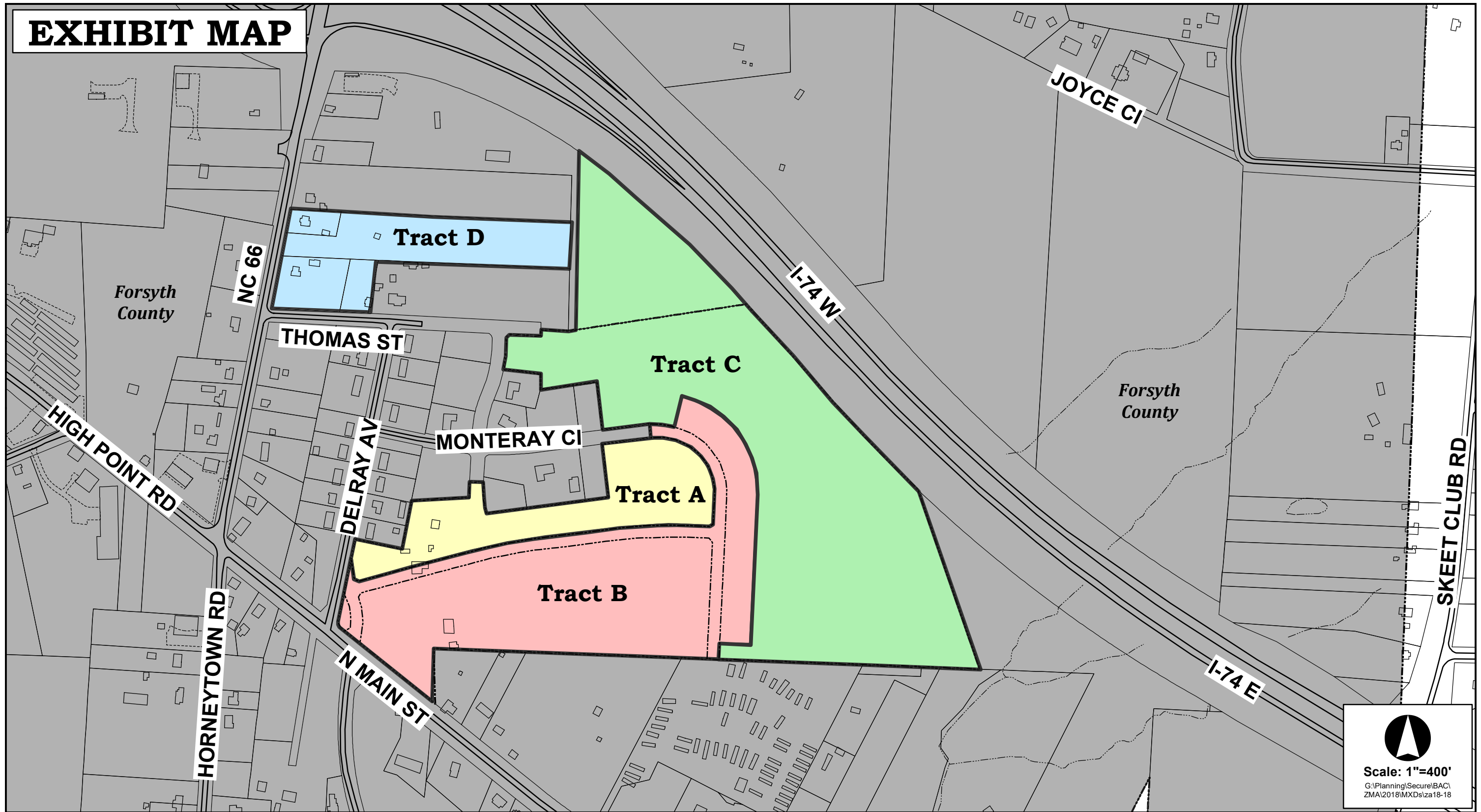


EXHIBIT MAP



Scale: 1"=400'

G:\Planning\Secure\BAC\ZMA\2018\MXDs\za18-18

AN ORDINANCE AMENDING “THE CITY OF HIGH POINT, NORTH CAROLINA DEVELOPMENT ORDINANCE,” PURSUANT TO SECTION 2.4.19, ZONING MAP AMENDMENT, OF THE DEVELOPMENT ORDINANCE.

WHEREAS, the City Council of the City of High Point adopted “The City of High Point Development Ordinance” on May 16, 2016 with an effective date of January 1, 2017, and subsequently amended;

WHEREAS, public hearings were held before the Planning and Zoning Commission of the City of High Point on November 13, 2018 and before the City Council of the City of High Point on December 3, 2018 regarding **Zoning Map Amendment Case 18-20 (ZA-18-20)** a proposed amendment to the Official Zoning Map of the “City of High Point Development Ordinance”;

WHEREAS, notice of the public hearings were published in the High Point Enterprise on November 4, 2018, for the Planning and Zoning Commission public hearing and on November 21, 2018 and November 28, 2018, for the City Council public hearing pursuant to Chapter 160A-364 of the General Statutes of North Carolina; and

WHEREAS, the proposed amendment was adopted by the City Council of the City of High Point on **December 3, 2018**.

THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HIGH POINT:

SECTION 1

That the Official Zoning Map of the City of High Point be amended to establish the following described area as a: **Main Street, Sub District B (MS-B) District**. The property is approximately 4.8 acres lying along the east side of N. Hamilton Street, between E. Ray Avenue and Montlieu Avenue, and includes the corner parcel along the north side of Montlieu Avenue. The property is also known as Guilford County Tax Parcels 189676, 189725, 189726, 189727, 189745, 189746, 189747, 189748, 189749, 189753 (portion), 189754, 189755 and 189756.

SECTION 3

Should any section or provision of this ordinance be declared invalid, such decision shall not affect the validity of the remaining portions of this ordinance.

SECTION 4

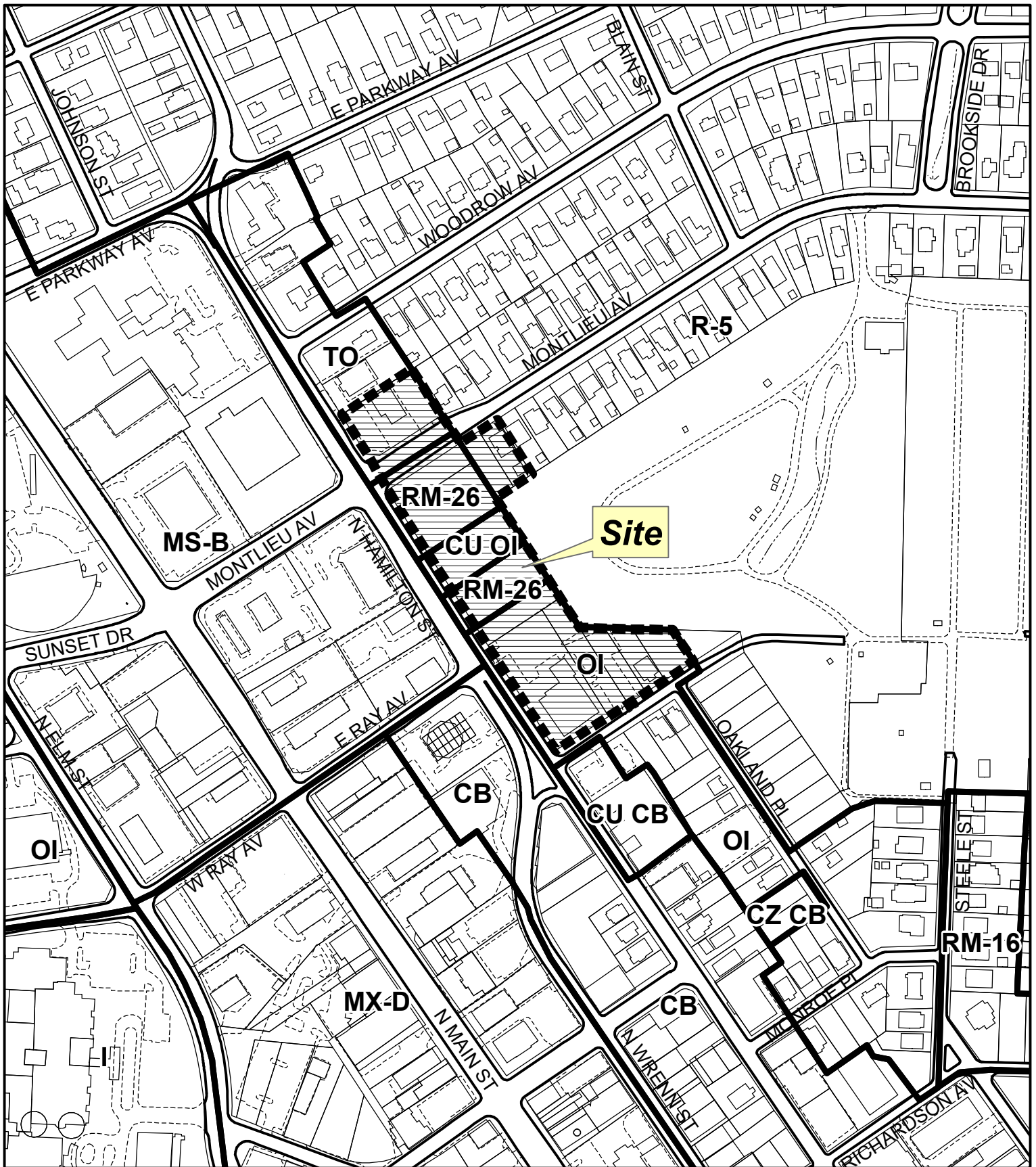
That all ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 5.

This ordinance shall become effective upon the date of adoption.

3rd day of December, 2018.

Lisa B. Vierling, City Clerk



ZONING MAP AMENDMENT ZA-18-20

From: Office Institutional (OI), Conditional Use Office Institutional (CU OI), Residential Multifamily-26 (RM-26), Residential Single Family-5 (R-5), and Transitional Office (TO)

To: Main Street-B (MS-B)

Existing Zoning Boundary —————
Subject Property Boundary - - - - -

**Planning & Development
Department**

City of High Point



Scale: 1"=300'

G:/Planning/Secure/BAC/
ZMA/2018/ZA18-20



2019001514 00131

FORSYTH CO, NC FEE \$26.00
PRESENTED & RECORDED:

01-14-2019 03:16:16 PM

LYNNE JOHNSON
REGISTER OF DEEDS
BY: SYLVIA TILLEY
DPTY

BK: RE 3442

PG: 1536-1539

ENVELOPE

Return to: JoAnne Caryle, City Attorney
City of High Point
P.O. Box 230
High Point, NC 27261
Ordinance No. 7481 / 18-110

AN ORDINANCE EXTENDING THE CORPORATE LIMITS OF THE
CITY OF HIGH POINT, NORTH CAROLINA

WHEREAS, The City of High Point has been petitioned under G.S. 160A-58.1, as amended,
to annex the area described herein; and,

WHEREAS, the City Clerk has investigated the sufficiency of said petition and has certified it
to be valid; and

WHEREAS, a public hearing on this annexation was held at the Municipal Building at 5:30
p.m. on the 17th day of December, 2018; and,

WHEREAS, the City of High Point does hereby find as a fact that said petition meets the
requirements of G.S. 160A-58.1 as amended;

NOW THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF
HIGH POINT, NORTH CAROLINA:

SECTION 1. By virtue of the authority granted by G.S. 160A-58.1 as amended, the
following described territory is hereby annexed, and made a part of the City of
High Point as of December 17, 2018.

ANNEXATION DESCRIPTION

Dennis Bunker et al. **Annexation Case 18-07 (AN-18-07))**

Forsyth County Tax Parcel's: 6882-78-4954, 6882-69-9041, 6882-68-9756 & 6882-78-1754

BEGINNING AT AN EXISTING IRON ROD IN THE EASTERN MARGIN OF THE RIGHT
OF WAY LINE OF NC HIGHWAY 66 SOUTH (A VARIABLE WIDTH PUBLIC RIGHT

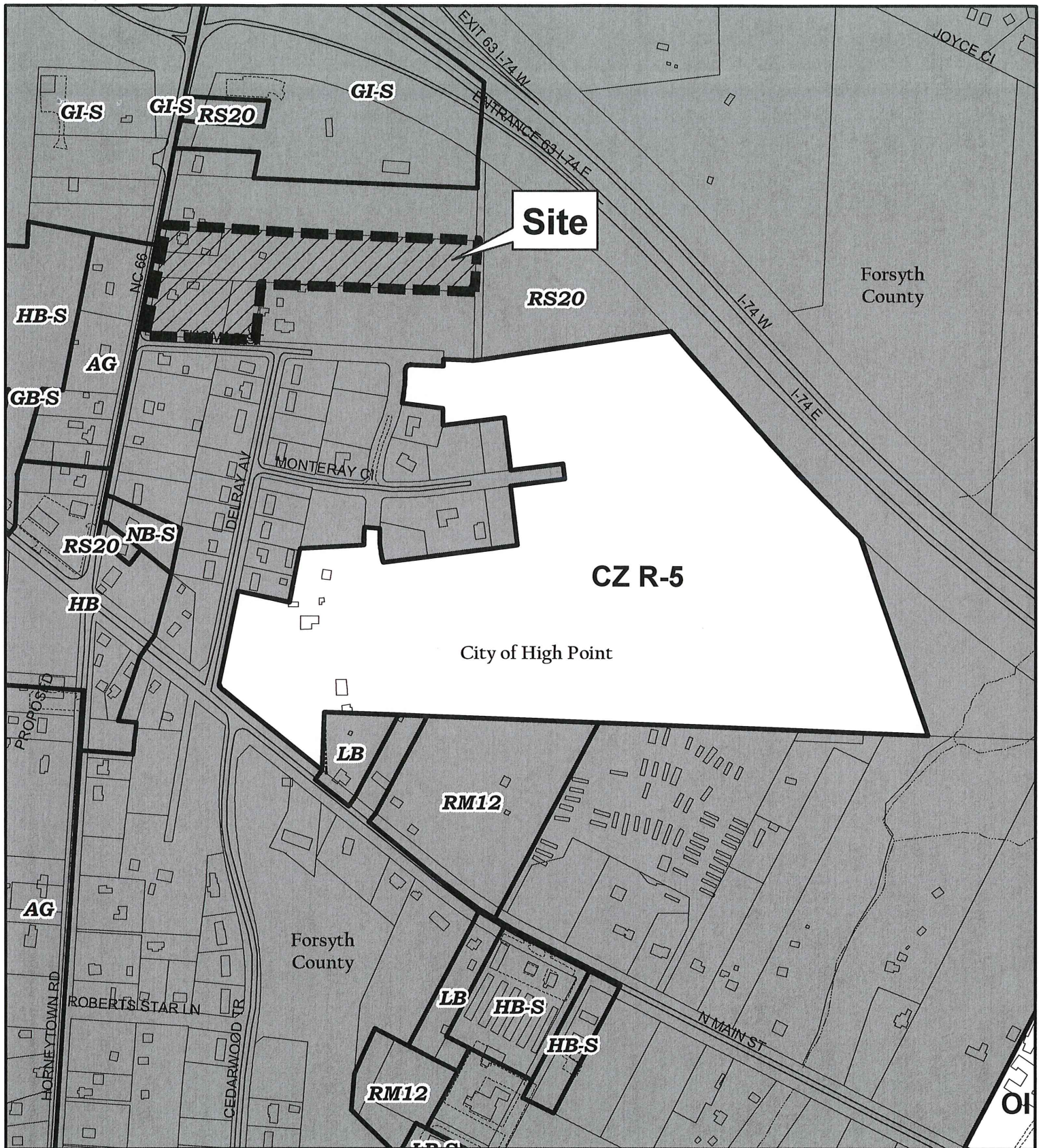
OF WAY), SAID POINT BEING THE NORTHWEST CORNER OF KMBUNKER HOLDINGS, LLC (DB. 3294, PG. 2755, FORSYTH COUNTY REGISTRY);

THENCE, WITH THE NORTHERN LINE OF KMBUNKER HOLDINGS, LLC, SOUTH 87°34'41" EAST 212.79 FEET TO AN EXISTING IRON ROD; THENCE SOUTH 87°33'27" EAST 980.39 FEET TO AN EXISTING IRON PIPE; THENCE SOUTH 02°17'47" WEST 197.86 FEET TO AN EXISTING IRON PIPE; THENCE NORTH 87°33'03" WEST 793.00 FEET TO AN EXISTING IRON ROD; THENCE SOUTH 02°53'35" WEST 226.40 FEET TO AN EXISTING IRON ROD, SAID POINT BEING IN THE NORTHERN MARGIN OF THE RIGHT OF WAY OF THOMAS ROAD (A VARIABLE WIDTH PUBLIC RIGHT OF WAY); THENCE NORTH 87°10'22" WEST 495.03 FEET TO A POINT, SAID POINT BEING IN THE CENTERLINE OF NC HIGHWAY 66 SOUTH; THENCE NORTH 11°26'32" EAST 225.90 FEET TO A POINT; THENCE SOUTH 87°33'03" EAST 30.38 FEET TO AN EXISTING IRON PIPE, SAID POINT BEING IN THE EASTERN MARGIN OF THE RIGHT OF WAY OF NC HIGHWAY 66 SOUTH; THENCE NORTH 11°11'02" EAST 199.96 FEET TO AN EXISTING IRON ROD, SAID POINT BEING THE POINT AND PLACE OF BEGINNING, CONTAINING 7.956 ACRES, MORE OR LESS.

SECTION 2. Upon and after **December 17, 2018** the foregoing property and its citizens and property shall be subject to all debts, laws, ordinances and regulations in force in the City of High Point, and shall be entitled to the same privileges and benefits as other parts of the City of High Point. Said territory shall be subject to municipal taxes according to G.S. 160A-58.3.

SECTION 3. The Mayor of the City of High Point shall cause to be recorded in the Office of the Register of Deeds for Forsyth 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, thereof, together with a duly certified copy of this ordinance.

Adopted by City Council,
this the **17th** day of **December, 2018.**
Lisa B. Vierling, City Clerk



ANNEXATION REQUEST AN-18-07

**Applicant: Equity Trust Company Custodian FBO and
Kmbunker Holdings LLC**

Area: 7.7 acres

Existing Zoning Boundary
Subject Property Boundary



**Planning & Development
Department**

City of High Point



Scale: 1"=500'
G:/Planning/Secure/BAC/
ANX/2018/MDXs/an18-07



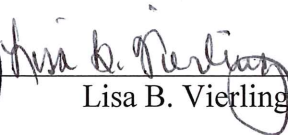
City of High Point
Municipal Office Building
211 South Hamilton Street
High Point, NC 27261

Certification

I, Lisa B. Vierling, City Clerk of the City of High Point, North Carolina, do hereby certify that the foregoing is a true and accurate Ordinance adopted by the City Council in official Session on December 17, 2018 and upon approval by City Council will be recorded in Book 93 of the Official Minute Books and Ordinance Book XX of this City, under my care, custody and control. As of this date, action to adopt said Ordinance has not been amended, rescinded or repealed and is in full force and effect.

WITNESS my hand and the Corporate Seal of the City of High Point, the 19th day of December, 2018.

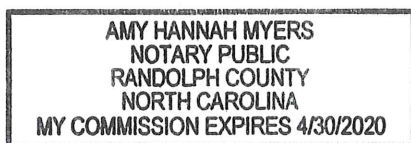


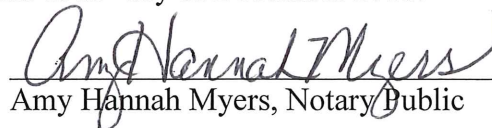

Lisa B. Vierling, City Clerk

ACKNOWLEDGEMENT

I, Amy Hannah Myers, a Notary Public of said County and State, do hereby certify that Lisa B. Vierling, is known to me as City Clerk of the City of High Point; that this person personally appeared before me this date; and, upon authority duly given and as an act of said City, issued and executed the foregoing Certification.

WITNESS my hand and official Notarial Seal, this 19th day of December 2018.




Amy Hannah Myers, Notary Public

Commission Expires: 4/30/2020

SHEET 1 OF 1

FC 11/19/18-JJ

The Annexation Ordinance for this property was approved by High Point City Council on DEC. 17, 2018 with the effective date of annexation being DEC. 17, 2018 and the following ordinance number 7481/18-110.

Signed: _____ MAYOR

"This plat does not require certification of approval by the N.C. Division of Highways as provided in G.S. 136-102.6 Subsection(g)

Approval for Recordation / Review Officer Certification
Approved for recordation by the City of High Point, North Carolina on the 21st day of DECEMBER, 2018, pursuant to the City of High Point Development Ordinance.

Robert L. Rossini
DIRECTOR OF PLANNING AND DEVELOPMENT

PLANNING DEPARTMENT/REVIEW OFFICER CERTIFICATION
STATE OF NORTH CAROLINA
Christopher Ray Hughes
REVIEW OFFICER FOR FORSYTH COUNTY,
CERTIFY THAT THE MAP OR PLAT TO WHICH THIS CERTIFICATION IS AFFIXED IS EXEMPT FROM REVIEW OFFICER EXAMINATION.

Christopher Ray Hughes
DIRECTOR OF PLANNING/REVIEW OFFICER
THIS THE 1st DAY OF January, 2019
FORSYTH COUNTY, NORTH CAROLINA

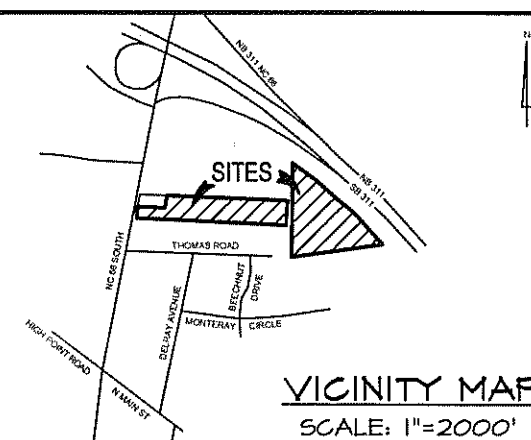
SURVEYOR CERTIFICATION FOR CLOSURE & SUBDIVISION
JEFFERY L. CAISON
I, _____, certify that this plat was drawn under my supervision from (an actual survey made under my supervision) (deed description recorded in Book AS, Page NOTED, etc.) (Other); that the boundaries not surveyed are clearly indicated as drawn from information found in Book AS, Page NOTED; that the ratio of precision as calculated is 1:10,000+; this plat was prepared in accordance with G.S. 47-30 as amended. Witness my original signature, license number and seal this 19th day of DECEMBER, A.D. 2018.

This survey is of another category, such as the recombination of existing parcels, a court ordered survey or other exception to the definition of subdivision.

Professional Land Surveyor License No. L-4403 N.C.

SEAL

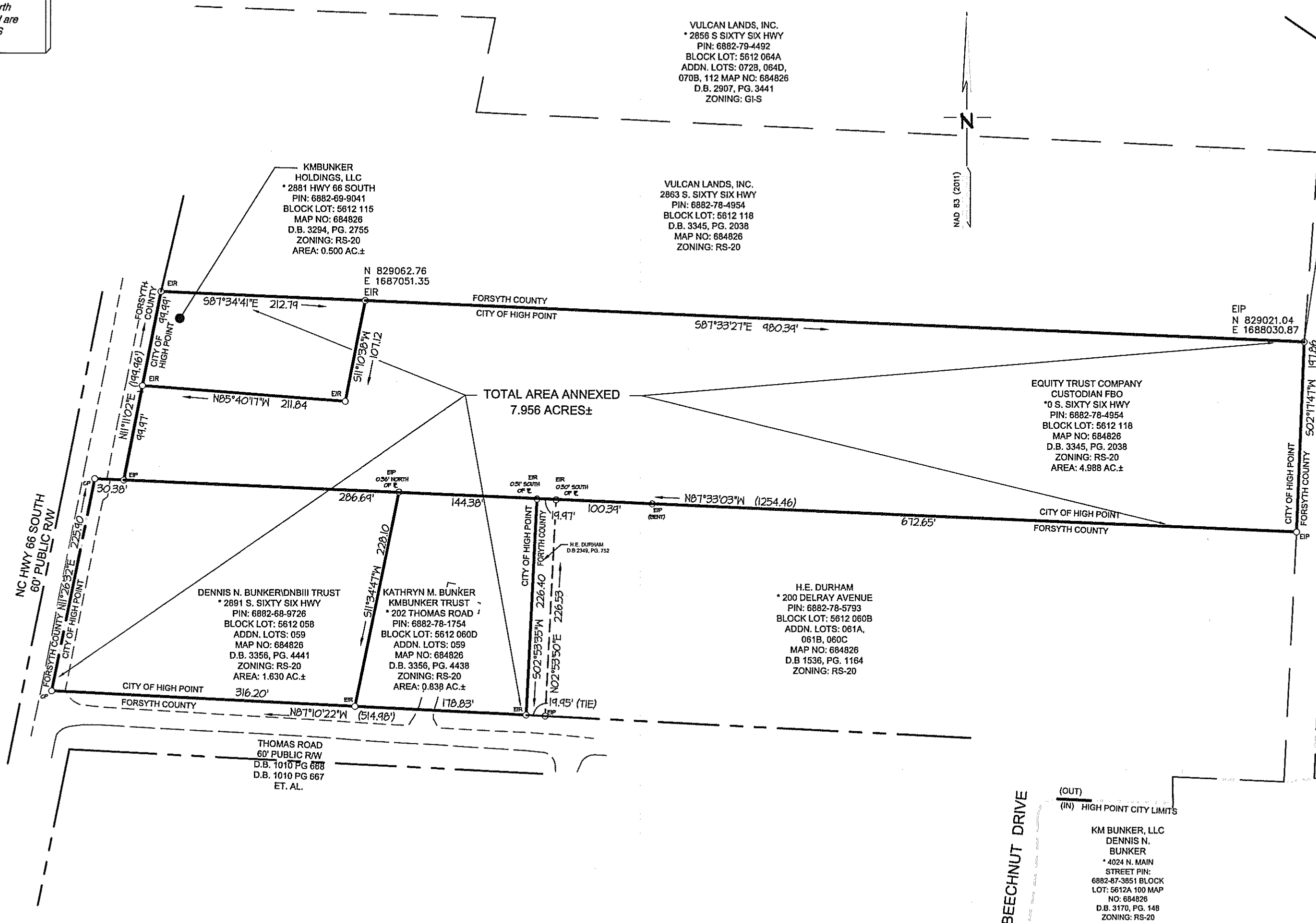
FORSYTH COUNTY REGISTER OF DEEDS
Filed for registration at 3:16 o'clock P M.
This the 14 day of January, 2019
and recorded in Plat Book 69, Page 53
Filing Fee Paid: 21 Lynne Johnson, Register of Deeds
Supri J. Jolley
ASSISTANT DEPUTY - FORSYTH COUNTY, NORTH CAROLINA



FLOOD CERTIFICATION: THE SUBJECT PROPERTY IS LOCATED IN A ZONE "X" MINIMAL FLOOD HAZARD AREA AS FURNISHED BY NC FIRM MAP, DATED MARCH 16, 2009, MAP # 3710688200J
Zone X is the flood insurance rate zone that corresponds to areas outside the 0.2 % annual chance floodplain, areas within the 0.2 % annual chance floodplain, and to areas of 1% annual chance flooding where average depths are less than 1 foot, areas of 1 % annual chance flooding where the contributing drainage area is less than 1 square mile, and areas protected from the 1 % annual chance flood by levees. No Base Flood Elevations or depths are shown within this zone.

North Carolina Grid Coordinates as shown hereon were derived from direct GPS Observations utilizing the North Carolina Geodetic Survey's Network RTK System and are referenced to the NAD 83 (NRSR.2011) DATUM. GPS observation performed on November 19, 2018.

BOOK 69 PAGE 53



PARCEL INFORMATION:

1. PIN: 6882-78-4954-
EQUITY TRUST COMPANY CUSTODIAN FBO
1140 DILWORTH CRESCENT ROW
CHARLOTTE, NC 28203

PIN: 6882-69-9041
KMBUNKER, LLC
1140 DILWORTH CRESCENT ROW
CHARLOTTE, NC 28203

PIN: 6882-68-9756
DENNIS N. BUNKER; DNBIII TRUST
1140 DILWORTH CRESCENT ROW
CHARLOTTE, NC 28203

PIN: 6882-78-1754
KATHRYN M. BUNKER; KMBUNKER TRUST
1140 DILWORTH CRESCENT ROW
CHARLOTTE, NC 28203

2. NUMBER OF LOTS: 4

3. TOTAL AREA: 7.956 ACRES±

EQUITY TRUST COMPANY CUSTODIAN FBO,
KATHRYN M. BUNKER, IRA (THE KB IRA)
*BEECHNUT DRIVE
PIN: 6882-68-2913
BLOCK LOT: 5612 212
ADDN. LOTS: -
MAP NO: 684826
D.B. 3196, PG. 1315
ZONING: RS-20

This map is subject to any Easements, Agreements, or Rights-of-way of record prior to date of this map, which was not visible at the time of my inspection. This map is subject to any facts that may be disclosed by a full & accurate title search.

LEGEND

- EP ○ EXISTING IRON PIPE
ER ○ EXISTING IRON ROD
NIP ● NEW IRON PIPE
CP ○ COMPUTED POINT
CL CENTERLINE
PL PROPERTY LINE
R/W RIGHT-OF-WAY
FC FACE OF CURB

SURVEYOR HAS MADE NO INVESTIGATION OR INDEPENDENT SEARCH FOR EASEMENT OF RECORD, ENCUMBRANCES, RESTRICTIVE COVENANTS, OWNERSHIP TITLE EVIDENCE, OR ANY OTHER FACTS THAT AN ACCURATE AND CURRENT TITLE SEARCH MAY DISCLOSE. THIS SURVEY PERFORMED WITHOUT THE BENEFIT OF A TITLE SEARCH.

NO ATTEMPT HAS BEEN MADE AS A PART OF THIS BOUNDARY SURVEY TO OBTAIN OR SHOW DATA CONCERNING EXISTENCE, SIZE, DEPTH, CONDITION, CAPACITY, OR LOCATION OF ANY UTILITY OR MUNICIPAL/PUBLIC SERVICE FACILITY. FOR INFORMATION REGARDING THESE UTILITIES OR FACILITIES, PLEASE CONTACT THE APPROPRIATE AGENCIES.

THE WORD "CERTIFY" OR "CERTIFICATE" AS SHOWN AND USED HEREON MEANS AN EXPRESSION OF PROFESSIONAL OPINION REGARDING THE FACTS OF THE SURVEY AND DOES NOT CONSTITUTE A WARRANTY OR GUARANTEE, EXPRESSED OR IMPLIED.

ALL BUILDINGS, AND SURFACE AND SUBSURFACE IMPROVEMENT ON AND ADJACENT TO THE SITE ARE NOT NECESSARILY SHOWN HEREON.

ANNEXATION MAP
OF
PROPERTIES:

(PIN #6882-78-4954, 6882-69-9041,
6882-68-9756 & 6882-78-1754)

ABBOTTS CREEK TOWNSHIP - FORSYTH COUNTY
HIGH POINT, NORTH CAROLINA

CPT ENGINEERING AND SURVEYING, INC.
LAND DEVELOPMENT CONSULTING
CORPORATE LICENSE NUMBER C-1375

4400 TYNING STREET, HIGH POINT, NORTH CAROLINA 27265

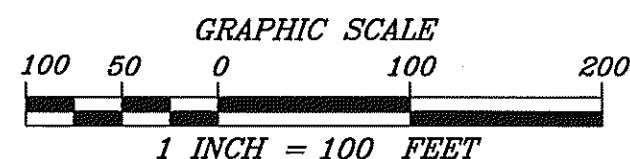
PHONE: (336) 812-8800 ~ FAX: (336) 812-8180

DATE: DEC. 14, 2018

PROJECT: I320-14

SCALE: 1" = 100'

DRAWN BY: JJ



CITY OF HIGH POINT

AGENDA ITEM



Title: Purchase of Equipment for Linden Substation Upgrade
Bid No. 38-011818

From: Garey S. Edwards, Electric Utilities Director

Meeting Date: February 19, 2018

Public Hearing: N/A

Advertising Date /

Advertised By: N/A

Attachments: Attachment A: Southeastern Consulting Engineers Recommendation
Attachment B: Bid Tabulation

PURPOSE:

This equipment will be used for the upgrade of the Linden Substation to increase reliability and replace older equipment.

BACKGROUND:

Over the past several years the Electric Department has been converting the old 69 kV transmission system to a 100 kV system. All this equipment will continue the conversion work from 69 kV to 100 kV that is planned for the upgrade at the Linden Substation.



BUDGET IMPACT:

Funds are available in the 2017-2018 Annual Budget.

RECOMMENDATION / ACTION REQUESTED: Council is requested to award contract to:

Schedule I to Substation Enterprises, Inc. for \$114,324.00

Schedule II to ABB, Inc. for \$145,202.00

Schedule III to Siemens Industry, Inc. for \$148,228.00

Schedule IV to Birmingham Control Systems, Inc. for \$126,990.00

The Total Cost for the four schedules is: \$534,744.00



Southeastern Consulting Engineers, Inc.

February 6, 2018

Mr. Garey Edwards, PE
City of High Point
PO Box 230
High Point, North Carolina 27261

Ref.: Linden Substation Equipment

Dear Garey:

The City received sealed proposals on January 25, 2018, from thirteen suppliers solicited for providing substation equipment that will be installed at the City's Linden Substation. Each bid was reviewed for compliance with the technical specifications and purchase price. Based on the preceding factors the following vendors submitted the lowest responsive and compliant bid:

Schedule I – Substation Structure

Substation Enterprises, Inc.
145 Commercial Court
Alabaster, AL 35007
Project # FK-3326

Total Lump Sum Bid \$114,324.00
Delivery 16 weeks

Schedule II – 121 kV Circuit Breakers

ABB, Inc.
100 Distribution Circle
Mount Pleasant, PA 15666
QT-19-00939415
Delivery 16-20 Weeks

Description	Quantity	Unit Price	Total Price
145PM40-20C	3	\$43,704.00	\$131,112.00
Field Service			\$14,090.00
Total			\$145,202.00

Schedule III – 15 kV Circuit Breakers

Siemens Industry, Inc.
7000 Siemens Road
Wendell, NC 27591
Order # SF171193568
Delivery 16-18 Weeks

Description	Quantity	Unit Price	Total Price
SDV-SE-15.5kV-20kA-2000A	2	\$17,730.00	\$35,460.00
SDV-SE-15.5kV-20kA-1200A	8	\$14,096.00	\$112,768.00
Total			\$148,228.00

Schedule IV – Relay and Control Panels

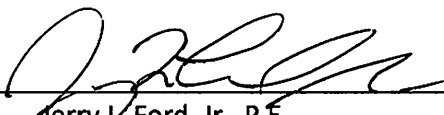
Birmingham Control Systems, Inc.
1205 Eighth Street West
Birmingham, AL 35204
Quote # Q18002
Delivery 12-14 Weeks

Description	Quantity		Total Price
Linden	1		\$86,995.00
McCaslin	1		\$39,995.00
Total			\$126,990.00

The total cost for the four schedules is \$534,744.00. We recommend that the City accept the proposals and issue a purchase order to the above Vendors. If you have any questions, please do not hesitate to contact us.

Very truly yours,

SOUTHEASTERN CONSULTING ENGINEERS, INC.

By 
Jerry L. Ford, Jr., P.E.
Senior Design Engineer

cc: Mr. Philip Hiatt, PE

BID TABULATION
Linden Substation Upgrade
 Bid No. 38-011818

City of High Point
High Point, North Carolina

Date: January 25, 2018
 Time: 2:00 PM, EST

<u>BIDDER</u>	<u>ABB</u>	<u>AZZ Switchgear</u>	<u>Birmingham Control System</u>	<u>Distran</u>	<u>EP²</u>
<u>Schedule I</u>					
Substation Structure & Appurtenances	N/A	N/A	N/A	\$112,979.00	N/A
Manufacturer:				Whitlow Elec.	
Delivery:				18 Weeks	
<u>Schedule II</u>					
121 KV Circuit Breaker (3)	\$131,112.00	N/A	N/A	\$145,691.00	N/A
Field Service	\$14,090.00			<u>\$14,090.00</u>	
Total	\$145,202.00			\$159,781.00	
Manufacturer:	ABB			ABB	
Delivery:	16-20 Weeks			24 Weeks	
<u>Schedule III</u>					
Circuit Breakers - 2000A Main (2)	\$36,420.00	N/A	N/A	\$40,823.00	N/A
Circuit Breakers - 1200A Feeder (8)	<u>\$127,640.00</u>	N/A	N/A	<u>\$143,540.00</u>	N/A
Total	\$164,060.00			\$184,363.00	
Manufacturer:	ABB			ABB	
Delivery:	17 Weeks			24 Weeks	
<u>Schedule IV</u>					
Relay and Control Board-Linden	N/A	\$104,758.00	\$86,995.00	N/A	\$94,771.00
Relay and Control Board-McCaslin	N/A	<u>\$47,162.00</u>	<u>\$39,995.00</u>	N/A	<u>\$46,541.00</u>
Total		\$151,920.00	\$126,990.00		\$141,312.00
Manufacturer:		AZZ	BCS		EP ²
Delivery:		10-12 Weeks	12-14 Weeks		12-14 Weeks
<u>Schedule V - No Bids</u>					
Bid Bond	X	X	X	X	X

BID TABULATION
Linden Substation Upgrade
 Bid No. 38-011818

City of High Point
High Point, North Carolina

Date: January 25, 2018
 Time: 2:00 PM, EST

BIDDER

Schedule I

Substation Structure & Appurtenances
 Manufacturer:
 Delivery:

Hitachi

Keystone

MD Henry

Myers

Peak

N/A
 N/A
 \$121,080.00
 MD Henry
 18-20 Weeks
 N/A
 N/A
 \$120,900.00
 Peak
 14-16 Weeks

Schedule II

121 KV Circuit Breaker (3)
 Field Service
Total
 Manufacturer:
 Delivery:

N/A

N/A

N/A

N/A

Schedule III

Circuit Breakers - 2000A Main (2)
 Circuit Breakers - 1200A Feeder (8)
Total
 Manufacturer:
 Delivery:

N/A
 N/A

N/A
 N/A

N/A
 N/A

\$40,168.00
 \$166,132.00
\$206,300.00
 Myers
 16-18 Weeks

N/A
 N/A

Schedule IV

Relay and Control Board-Linden
 Relay and Control Board-McCaslin
Total
 Manufacturer:
 Delivery:

N/A
 N/A

\$95,747.54
 \$43,605.20
\$139,352.74
 Keystone
 12-14 Weeks

N/A
 N/A

N/A
 N/A

N/A
 N/A

Schedule V - No Bids

Bid Bond

X

X

X

X

X

BID TABULATION
Linden Substation Upgrade
Bid No. 38-011818

City of High Point
High Point, North Carolina

Date: January 25, 2018
Time: 2:00 PM, EST

<u>BIDDER</u>	<u>Substation Enterprises</u>	<u>Tatman Assoc.</u>	<u>N.T.S. Siemens</u>
<u>Schedule I</u>			
Substation Structure & Appurtenances	\$114,324.00	\$152,000.00	N/A
Manufacturer:	S. E.	Tatman	
Delivery:	14-16 Weeks	20-22 Weeks	
<u>Schedule II</u>			
121 KV Circuit Breaker (3)	N/A	N/A	\$142,500.00
Field Service			<u>\$7,500.00</u>
Total			<u>\$150,000.00</u>
Manufacturer:			Siemens
Delivery:			18-20 Weeks
<u>Schedule III</u>			
Circuit Breakers - 2000A Main (2)	N/A	N/A	\$35,460.00
Circuit Breakers - 1200A Feeder (8)	N/A	N/A	<u>\$112,768.00</u>
Total			<u>\$148,228.00</u>
Manufacturer:			Siemens
Delivery:			16-18 Weeks
<u>Schedule IV</u>			
Relay and Control Board-Linden	N/A	N/A	N/A
Relay and Control Board-McCaslin	N/A	N/A	N/A
Total			
Manufacturer:			
Delivery:			
<u>Schedule V - No Bids</u>			
Bid Bond	X	X	X

**AN ORDINANCE AMENDING THE 2018-2019 BUDGET ORDINANCE
OF THE CITY OF HIGH POINT, NORTH CAROLINA
TO RECOGNIZE NCDOT CMAQ GRANT FUNDS IN THE GENERAL CAPITAL
PROJECTS
FUND FOR SIDEWALK AND TRANSIT IMPROVEMENT PROJECTS**

Be it ordained by the City Council of the City of High Point, North Carolina, as follows:

Section 1. The City of High Point making transit and sidewalk improvements, and 80% of the cost will be paid for by NCDOT CMAQ Grant Funds.

Section 2. In order to recognize the grant funds, the 2018-2019 Budget Ordinance of the City of High Point, should be amended as follows:

- (A) That General Capital Projects Fund revenues be amended as follows:
- | | |
|---------------|-------------|
| Federal Grant | \$1,366,480 |
|---------------|-------------|
- (B) That General Capital Projects Fund expenditures be amended as follows:
- | | |
|-------------------------------------|-------------|
| Transportation Project expenditures | \$1,366,480 |
|-------------------------------------|-------------|

Section 3. That all ordinances, or parts of ordinances in conflict with this ordinance are hereby repealed to the extent of such conflict.

Section 4. That this ordinance shall be effective from and after its passage.

Adopted December 3, 2018



FINANCE COMMITTEE

Chaired by Council Member Moore

Members: Moore, Hudson, Ewing, and Jones

November 15, 2018 – 4:00 p.m.

Third Floor Lobby Conference Room

Present: Chair Britt Moore; Committee Members: Victor Jones and Jason Ewing

Absent: Committee Member Wesley Hudson

Staff Present:

Randy McCaslin, Deputy City Manager; Randy Hemann, Assistant City Manager; Eric Olmedo, Budget and Administrative Director; Laura Altizer, Senior Budget Analyst; Steve Lingerfelt, Communications and Information Services Director; Allen Eudy, Server Manager; Kelly Latham, Interim Financial Services Director; Robby Stone, Public Services Assistant Director, Tyler Berrier, Assistant Director of Electric Services; Melanie Bruton, MRF Superintendent; JoAnne Carlyle, City Attorney; Amy Myers, Executive Assistant; Lisa Vierling, City Clerk; Sandra Keeney, Deputy City Clerk

Chair Britt Moore called the meeting to order at 4:00 p.m.

2018-455 Contract - Transformers - Wesco

Council is requested to approve a contract awarding Bid No. 19 to WESCO in the amount of \$177,850.00 for the purchase five pad mounted transformers to replenish the stock in the warehouse.

Tyler Berrier, Assistant Director of Electric Services, gave the staff report on this item. He explained this contract is for the purchase of five 120/208 volt -1,500 kVA pad mount transformers with four being utilized immediately and the fifth remaining as a back up but could be utilized as early as next year. Funds are available in the 2018-2019 Annual Budget.

Chair Moore asked what is this for exactly? Randy McCaslin, Deputy City Manager, explained this is a server farm which will be a great electric customer.

A motion was made by Committee Member Victor Jones, seconded by Chair Britt Moore that this matter be recommended to the City Council for approval and placed

on the consent agenda for the November 19, 2018, City Council Meeting. The motion carried by the following unanimous 3-0 vote.

Aye (3): Chairman Moore, and Committee Members Jones and Ewing

Absent: Committee Member Hudson

2018-456 Contract - Underground Cable - Anixter

Council is requested to approve a contract awarding Bid No. 21 to Anixter in the amount of \$298,120.00 for the purchase of 750 MCM underground cable for the Boundary Street substation and to replenish the stock in the warehouse.

Tyler Berrier, Assistant Director of Electric Services, gave the staff report on this item. He explained this contract is to purchase 750 MCM underground cable for the Boundary Substation and re-stock the warehouse. This cable is used for different projects throughout the city such as the Stadium project and the substation into High Point University.

A motion was made by Chair Britt Moore, seconded by Committee Member Jason Ewing that this matter be recommended to the City Council for approval and placed on the consent agenda for the November 19, 2018, City Council Meeting. The motion carried by the following unanimous 3-0 vote.

Aye (3): Chairman Moore, and Committee Members Jones and Ewing

Absent: Committee Member Hudson

2018-457 Contract - Materials Recovery Facility Upgrade Phase III

Council is requested to approve a contract awarding the project to Holden Building Company, Inc. in the amount of \$1,152,495.00 for (MRF) Materials Recovery Facility Upgrade.

Robby Stone, Assistant Director of Public Services, gave a brief history of the Materials Recovery Facility (MRF). The City budgeted for facility and safety improvements at the MRF that adds office space, breakroom, bathrooms, electrical upgrades, safety eye wash/showers, and lighting upgrades to complement the existing state-of-the-art sorting and recycling equipment. The current facility has experienced no upgrades in the past 25+ years apart from a baler in 2015. The Public Services Department is recommending awarding the project to Holden Building Company, Inc. in the amount of \$1,152,495.00.

Chair Moore asked about the time frame for completion of the project. Mr. Stone replied it is estimated to be a nine-month project starting in January 2019. Committee Member Ewing asked if the project is still within the \$5 million that was allocated for the project. Mr. Stone replied yes.

A motion was made by Chair Britt Moore, seconded by Committee Member Victor Jones that this matter be recommended to the City Council for approval and placed

on the consent agenda for the November 19, 2018, City Council Meeting. The motion carried by the following unanimous 3-0 vote.

Aye (3): Chairman Moore, and Committee Members Jones and Ewing

Absent: Committee Member Hudson

2018-458 Contract - Materials Recovery Facility Upgrade Construction Administration

Council is requested to approve a contract to award a professional engineering services contract to CDM Smith, Inc. in the amount of \$197,955.00 for the construction of mechanical, structural, and electrical upgrades to the existing (MRF) Materials Recovery Facility Upgrade.

Robby Stone, Assistant Director of Public Services, gave the staff report on this item. He explained this item is in conjunction with the project discussed previously for the Materials Recovery Facility (MRF) but this item is for the Construction Administration. CDM Smith, Inc. is the consultant that is helping with the design of this project. Public Services is asking Council to award the professional engineering services to CDM Smith, Inc. in the amount of \$197,955.00.

A motion was made by Committee Member Jason Ewing, seconded by Committee Member Victor Jones that this matter be recommended to the City Council for approval and placed on the consent agenda for the November 19, 2018, City Council Meeting. The motion carried by the following unanimous 3-0 vote.

Aye (3): Chairman Moore, and Committee Members Jones and Ewing

Absent: Committee Member Hudson

2018-459 Contract - Microsoft Enterprise Agreement - SHI

Council is requested to renew the Microsoft Enterprise Agreement with the Office 365 component with SHI in the amount of \$570,267.09 annually for three years.

Steve Lingerfelt, Communications and Information Service Director, gave the staff report on this item. He explained the City needs to renew the three-year Microsoft Enterprise Agreement with the Office 365 component. This agreement includes software advantage features which allows for product upgrades as they are released by Microsoft without any additional cost, provide email archival storage and has the advantage of cloud-based services. This product also includes the employee purchase program.

A motion was made by Chair Britt Moore, seconded by Jason Ewing that this matter be recommended to the City Council for approval and placed on the consent agenda for the November 19, 2018, City Council Meeting. The motion carried by the following unanimous 3-0 vote.

Aye (3): Chairman Moore, and Committee Members Jones and Ewing

Absent: Committee Member Hudson

2018-460 Contract - Cherry Bekaert LLP - Amend Audit Contract FY 2018 to Extend Timeframe for Completion

Council is requested to approve amendment to the audit contract with Cherry Bekaert, LLP for the fiscal year period July 1, 2017 and ending June 30, 2018 to extend the delivery date of the Comprehensive Annual Financial Report to the Local Government Commission until January 31, 2019. All other terms of the contract, including the audit fee, remain in force as originally proposed.

Kelly Latham, Interim Financial Services Director, stated the Local Government Commission requires an amended audit contract for Fiscal Year 2018 for audit completion dates after December 1, 2019. The Financial Services Department has experienced significant turnover in four key positions during the last four months in the areas of general account/grants, payroll, accounts payroll, and management/reporting. Due to these staffing shortages, it has not been possible to stay on track to ensure timely completion of the audit and Comprehensive Annual Financial Report. The Financial Services department is requesting Council to approve the amendment to the audit contract with Cherry Bekaert, LLP for Fiscal Year ending June 30, 2018, and to extend the delivery date of the Comprehensive Annual Financial Report to the Local Government Commission until January 31, 2019. All other terms of the contract, including the audit fee, remain in force as originally proposed.

Committee Member Ewing asked if there could be a conflict utilizing this audit firm for this type of service. Ms. Latham explained it would actually be a contractor that the audit firm works with.

A motion was made by Chair Britt Moore, seconded by Committee Member Jason Ewing that this matter be recommended to the City Council for approval and placed on the consent agenda for the November 19, 2018, City Council Meeting. The motion carried by the following unanimous 3-0 vote.

Aye (3): Chairman Moore, and Committee Members Jones and Ewing

Absent: Committee Member Hudson

2018-461 FY 2018-2019 Financial and Compliance Audit Contract - Cherry Bekaert LLP

City Council is requested to approve the proposal to extend our audit relationship with Cherry Bekaert LLP, for a period of two fiscal years and approve a contract for audit services for the fiscal year ending June 30, 2019 in the amount of \$72,500.

Kelly Latham, Interim Financial Services Director, explained in light of the current personnel transitions in the Financial Service Department, Cherry Bekaert was approached to consider negotiating an additional proposal for a fixed periodic extension for audit services. The proposal presents an increase of 2.11% in cost, which is customary

and in line with what other municipalities are experiencing. The Financial Services Department is recommending approval of the proposal to extend the audit relationship with Cherry Bekaert LLP, for a period of two fiscal years and approve a contract for audit services for Fiscal Year ending June 30, 2019 in the amount of \$72,500.

A motion was made by Chair Britt Moore, seconded by Committee Member Jason Ewing that this matter be recommended to the City Council for approval and placed on the consent agenda for the November 19, 2018, City Council Meeting. The motion carried by the following unanimous 3-0 vote.

Aye (3): Chairman Moore, and Committee Members Jones and Ewing

Absent: Committee Member Hudson

2018-463 Resolution - High Point Theatre/International Market Center HVAC Lease Amendment

Council is requested to adopt a resolution approving the Sixth Amendment to the original lease to standardize the HVAC expenses for the theatre to allow for consistent budgeting.

Randy McCaslin, Deputy City Manager, stated the original lease between the City of High Point and the Southern Furniture Exposition Building, Inc. was entered into on June 1, 1973. The agreement was amended on February 21, 1974. Neither the original lease nor the first amendment established a set yearly rate for utility payments that the City would be responsible for as the pro rata share for the High Point Theatre area building. The Director of the Theatre looked at a 5-year average of expenses for HVAC and along with IMC developed a plan to standardize the expense. This sixth amendment to the original lease will provide for a set monthly payment share by the High Point Theatre to be paid to IHFC Properties, LLC, whose predecessor in the property interest was the original Lessor, Southern Furniture Exposition Building, Inc. The remaining terms of the lease shall remain as set forth in the original agreement and the first amendment. The annual cost is \$90,000.

A motion was made by Chair Britt Moore, seconded by Committee Member Victor Jones that this matter be recommended to the City Council for approval and placed on the consent agenda for the November 19, 2018, City Council Meeting. The motion carried by the following unanimous 3-0 vote.

Aye (3): Chairman Moore, and Committee Members Jones and Ewing

Absent: Committee Member Hudson

PENDING ITEMS

2018-169 Amendment to License Agreement - Cingular Wireless PSC, LLC (AT&T)

City Council is requested to approve an Amendment to the License Agreement with Cingular Wireless PCS, LLC (AT&T) which allows the location of communication equipment at the City's Ward Water Plant; and authorize the City Manager to execute the agreement.

There was no action or discussion regarding this item.

ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 4:28 p.m.

Sandra Keeney, Deputy City Clerk

Britt Moore, Chairman

**A RESOLUTION OF THE HIGH POINT CITY COUNCIL PROVIDING
CONSENT TO A SECTION 108 LOAN AUTHORIZATION FROM THE
FEDERAL GOVERNMENT'S HOUSING AND URBAN DEVELOPMENT
(HUD) DEPARTMENT IN THE AMOUNT OF \$650,000.00; APPROVING
AND PROVIDING SECURITY FOR THAT CERTAIN HUD SECTION 108 LOAN
IN THE AMOUNT OF \$650,000.00; AND THE EXPENDITURE OF SAID FUNDS
FOR THE DEVELOPMENT OF A LOW INCOME TAX CREDIT DEVELOPMENT
KNOWN AS AVONDALE TRACE**

WHEREAS, the City receives an annual allocation of Community Development Block Grant ("CDBG") funding from the U. S. Department of Housing and Urban Development ("HUD") to use for a variety of eligible projects defined through federal regulations, and as a participant in this program, the City is eligible to apply for Section 108 Loan Guarantee funding; and

WHEREAS, Section 108 is a part of HUD's CDBG program and provides communities with a source of financing for activities such as economic development projects and public improvements, making it an important public investment tool offered by HUD to local governments; and

WHEREAS, the City seeks to apply for a Section 108 Loan Authorization in the amount of \$650,000.00; and

WHEREAS, the City seeks to use its Section 108 Loan Authorization in the amount of \$650,000.00 to enable the City to acquire property located at 5206 West Wendover Avenue, High Point, North Carolina, Tax Parcel #154826, recorded in Deed Book 5125, Page 301 of the Guilford County Register of Deeds; and

WHEREAS, the City will repay the loan to HUD over a period of twenty (20) years, making payments as required by HUD, with a balloon payment of all unpaid principal in the 20th year; and

WHEREAS, pursuant to statutory and regulatory requirements, the City must pledge by Resolution its current and future Community Development Block Grant Funds as security for repayment of said Loan.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of High Point, North Carolina, as follows:

(1) That pursuant to 24 CFR 570.705(b)(2) the City does pledge its current and future Community Development Block Grant Funds for repayment of the Section 108 loan in the amount of \$650,000.00.

(2) That the Section 108 loan in the amount of \$425,000.00 may be used to enable the City to acquire property located at 5206 West Wendover Avenue, High Point, North Carolina, Tax Parcel 154826 and recorded in Deed Book 5125, Page 301 of the Guilford County Register of Deeds.

(3) That for the construction of the improvements, the City will enter into a ground lease with Avondale Trace, LLC for the sum of \$1.00, and Avondale Trace, LLC will grant a Promissory Note and Leasehold Deed of Trust to the City for \$225,000.00 to finance the improvements.

(4) That Avondale Trace, LLC will have an option to purchase the Property, which when exercised, shall be for a purchase price equal to its appraised value, which purchase price will be paid through a Purchase Money Note and Deed of Trust in favor of the City in the amount of said purchase price plus the amount of the payoff on the \$225,000.00 improvement loan.

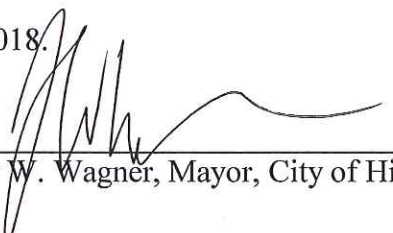
(5) That the terms of said purchase money financing shall be for a twenty-year term with interest at 2% per annum and nineteen (19) payments of interest only on the unpaid principal balance with the condition that the principal and interest payments for Rental Production Program funds and any local government financing will be equal to the anticipated net operating income divided by 1.15, less conventional debt service.

(6) That In the event Borrower realizes a greater cash flow than anticipated in the project proforma, it agrees to accelerate the payment of the Loan provided that such acceleration is not in violation of any of the loan documents between Borrower and the other Lenders and Tax Credit Investors pertaining to this project and such prepayments will be made prorata in conjunction with the other obligations of the Borrower. All unpaid principal and any unpaid accrued interest shall be due and payable in a balloon payment at the end of the term.

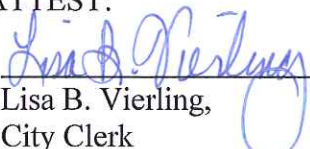
(7) That the City will utilize the payments received from Avondale Trace, LLC under said Promissory Note to offset the amounts of the payments made by the City to HUD on the Section 108 loan.

(8) That the City Manager and his appropriate designee(s) are hereby authorized and directed to execute any and all documents on behalf of the City as may be necessary to effectuate the completion of the loan process, including, but not limited to, the Ground Lease with Avondale Trace, LLC, and the deed to Avondale Trace, LLC, upon exercise of the Option.

Adopted, this the 3rd day of December, 2018.


Jay W. Wagner, Mayor, City of High Point

ATTEST:


Lisa B. Vierling,
City Clerk





CITY OF HIGH POINT
NORTH CAROLINA

December 4, 2018

JAY W. WAGNER
MAYOR

Mr. Matt Schull
Chief Operating Officer
ElectriCities of North Carolina, Inc.
1427 Meadow Wood Boulevard
Raleigh, NC 27604

Dear Matt:

At the High Point City Council meeting held on Monday, December 3, 2018, the City Council unanimously voted to appoint Latimer Alexander as the High Point appointed representative to the North Carolina Municipal Power Agency1 (NCMPA1) Board of Commissioners, replacing Randy McCaslin who will be serving on the ElectriCities Board of Commissioners. This appointment will be effective January 1, 2019.

Mayor Wagner and Garey Edwards will remain the alternate delegates for the NCMPA1 Board of Directors.

Please contact my office if you have any questions or concerns.

Sincerely,

A handwritten signature in black ink, appearing to read "JW Wagner", with a long horizontal line extending to the right.

Jay W. Wagner

SECTION 108 GUARANTEED LOAN CUSTODIAL AGREEMENT (DOCUMENTS)

THIS AGREEMENT, dated as of this 31st day of October, 2019 (this "Agreement"), is by and between the City of High Point, North Carolina, a municipal corporation duly created and validly existing under the laws of the State of North Carolina, and having an office for the conduct of business at 211 South Hamilton Street, High Point, NC 27261 (the "Borrower"), and U.S. Bank National Association, a national banking association organized and existing under the laws of the United States of America, and having an office for the conduct of business at 214 N. Tryon Street, 27th Floor, Charlotte, North Carolina 28202 (the "Custodian").

WITNESSETH:

WHEREAS, the Borrower has entered into a Contract for Loan Guarantee Assistance (the "Section 108 Contract") with the Secretary of the U.S. Department of Housing and Urban Development ("HUD") under Section 108 of the Housing and Community Development Act of 1974, as amended (the "Act"); and

WHEREAS, the Custodian is a financial institution regulated by the Federal Deposit Insurance Corporation, the Federal Reserve System, the Federal Savings and Loan Insurance Corporation, or the U.S. Comptroller of the Currency; and

WHEREAS, the parties to this Agreement desire to set forth the terms and conditions for the deposit and custodianship of the documents evidencing and relating to the mortgage loan to be originated under Section 108 of Title I of the Act, and 24 CFR Part 570, Sub-part M; and

WHEREAS, the Borrower has issued a note in the principal amount of \$650,000 No. B-18-MC-37-0008 (the "Section 108 Note"), for which HUD has issued a federal guarantee.

NOW THEREFORE, in consideration of the mutual undertakings expressed in this Agreement, the parties agree as follows:

1. The Borrower shall deposit with the Custodian the documents set forth in Exhibit A attached hereto and incorporated herein by reference (collectively the "Loan Documents"). By its execution and delivery of this Agreement, the Borrower hereby certifies to the Custodian that each Loan Document has been reviewed by, and is in form and substance acceptable to, HUD. In receiving any Loan Documents hereunder, and in maintaining any listing or providing any report or communication with respect to the Loan Documents held hereunder, the Custodian shall be required only to review the face of each document received to determine whether it appears regular on its face and appears to relate to the Section 108 Note. Except for Custodian's obligations under paragraph 2, the Custodian shall not otherwise be under any duty to review, inspect, examine or certify the Loan Documents; and without limiting the foregoing, the Custodian shall be entitled to assume the genuineness of each such document and the genuineness and due authority of any signatures appearing thereon, shall be entitled to assume that each such document is what it purports to be. The Custodian shall have no liability for or obligation with respect to, and shall not be construed or obliged to make any representation or warranty as to: (i) the validity, sufficiency, marketability, genuineness, value, contents or enforceability of any Loan Document; (ii) the validity, adequacy or perfection of any lien upon or security interest purported to be evidenced or created thereby; or (iii) to determine that the

contents of any Loan Document are appropriate for the represented purpose or that any Loan Document has actually been recorded or filed, as maybe applicable, or that any Loan Document is other than what it purports on its face to be.

2. Receipt of the items described above will be acknowledged by the Custodian through execution and delivery of a receipt, in the form attached as Exhibit B, to both the Borrower and HUD at the following addresses:

City of High Point, North Carolina
Attention: Richard C. Fuqua, Affordable Housing Manager
Department of Community Development and Housing
211 South Hamilton Street
High Point, NC 27261

U.S. Department of Housing and Urban Development
Attention: Paul Webster, Director
Financial Management Division
451 7th Street SW, Room 7180
Washington, DC 20410

3. The Custodian shall segregate and maintain continuous custody and control of all Loan Documents deposited with it on behalf of HUD until the Section 108 Guaranteed Note is paid in full, and shall hold the Loan Documents in secure and fireproof facilities, in accordance with customary standards for such storage. The Custodian shall only rely on information pertaining to the payment of the Section 108 Guaranteed Note that is received from or verified by the Director of the Financial Management Division in the Office of Block Grant Assistance at HUD headquarters in Washington, DC.

4. The Custodian shall release Loan Documents to the Borrower only upon presentation by the Borrower of written approval of the Director of the Financial Management Division in the Office of Block Grant Assistance at HUD headquarters in Washington, DC, for the release of Loan Documents listed in this executed Custodial Agreement. The Custodian shall retain the request from the Borrower as a receipt.

5. At any reasonable time, the Custodian shall make available for examination and audit by representatives of the Borrower or HUD all documents in its custody.

6. (a) Upon written representation to the Custodian by HUD that a default has occurred under the Section 108 Contract between the Borrower and HUD, the Custodian shall comply with any written request HUD shall make for the delivery to HUD of all Loan Documents in the Custodian's custody.

(b) If, following such a default, HUD elects to assume or transfer the duties and obligations of the Borrower and elects to continue the custodial relationship, the Custodian agrees to continue its obligations herein for HUD for a reasonable period of time (not to exceed 1 month) on the same terms and conditions as set forth this Agreement, provided that in no event shall HUD be obligated to pay any compensation or fees for the holding or release of any Loan Documents during such reasonable period (any such expense or charge remaining the sole

obligation of the Borrower). If, however, HUD elects to terminate this Agreement, the Custodian shall comply with the provisions of this election by HUD.

7. If during the term of the Section 108 Note, the Custodian's duties under this Agreement are discharged or this Agreement is terminated or cancelled for any reason, the Custodian shall return to the Borrower all Loan Documents in its custody, and the Borrower shall provide HUD with written notice of the termination or cancellation of this Agreement.

8. In consideration for the services to be performed by the Custodian under this Agreement, the Borrower shall pay the Custodian fees and expenses in the amounts and at the times set forth in a separate fee schedule provided to the Borrower by the Custodian. The Custodian hereby acknowledges receipt of all such fees and expenses due and payable as of the effective date hereof.

9. This Agreement confers rights and remedies upon HUD, and HUD shall be an intended third-party beneficiary of this Agreement. The parties may not amend or terminate this Agreement without the prior written consent of HUD; provided, however, that the Custodian may at any time resign under this Agreement by giving not less than sixty (60) days advance written notice thereof to the Borrower and HUD. Prior to the effective date of the resignation, the Borrower shall give written instruction to the Custodian designating a successor Custodian, if applicable. Upon termination of this Agreement or resignation of the Custodian, the Borrower shall pay to the Custodian such compensation, and shall likewise reimburse the Custodian for its costs, expenses and disbursements, as may be due as of the date of such termination or resignation.

10. The Custodian shall be entitled to rely on any written instructions or certifications delivered to the Custodian by the Borrower or HUD pursuant to this Agreement, in each case without any independent verification or investigation of the matters set forth therein.

11. To the extent permitted by applicable law, the Borrower shall indemnify the Custodian and any director, officer, agent or employee of the Custodian from all liability, obligations, losses, claims, damages, actions, suits, proceedings, costs and expenses, including reasonable attorneys' fees, arising out of, connected with, or resulting, directly or indirectly, from the execution, delivery and performance of this Agreement, including, without limitation, the Custodian's possession of the Loan Documents, except to the extent that any such liability, obligation, loss, claim, damages, action, suit, proceeding, cost or expense is due to the Custodian's own gross negligence or willful misconduct. The indemnification arising under this Section shall continue in full force and effect notwithstanding the termination of this Agreement or the payment in full of all obligations under the Section 108 Note.

12. General Standards of Care.

Notwithstanding any terms herein contained to the contrary, the acceptance of the Custodian of its appointment hereunder is expressly subject to the following terms, which shall govern and apply to each of the terms and provisions of this Agreement (whether or not so stated therein):

(a) Neither the Custodian nor any of its directors, officers or employees shall be liable to anyone for any error of judgment, or for any act done or step taken or omitted to be taken by it (or any of its directors, officers or employees), or for any mistake of fact or law, or for anything which it may do or refrain from doing in connection herewith, unless such action constitutes gross negligence, willful misconduct or bad faith on its part. The Custodian shall not be liable for any action taken by it in good faith believed by it to be within powers conferred upon it, or taken by it pursuant to any direction or instruction by which it is governed hereunder, or omitted to be taken by it by reason of the lack of direction or instruction required hereby for such action. In no event shall the Custodian, its directors, officers, affiliates, agents and employees be held liable for any indirect, punitive or consequential damages from any action taken or omitted to be taken by it or them hereunder or in connection herewith, even if advised of the possibility of such damages.

(b) The Custodian may consult with, and obtain advice from, legal counsel selected in good faith with respect to any question as to any of the provisions hereof or its duties hereunder, or any matter relating hereto, and the written opinion or advice of such counsel shall be full and complete authorization and protection in respect of any action taken, suffered or omitted by the Custodian in good faith in accordance with the opinion and directions of such counsel; the reasonable cost of such services shall be reimbursed pursuant to Section 8 hereof.

(c) The Custodian shall not be deemed to have notice of any fact, claim or demand with respect hereto unless actually known by an officer working at the location of the Custodian identified in the opening paragraph of this Agreement and then only to the extent received in writing by the Custodian at such location and specifically referencing this Agreement.

(d) No provision of this Agreement shall require the Custodian to expend or risk its own funds or to take any action (or forbearance for action) hereunder which might in its judgment involve any expense or any financial or other liability unless it shall be furnished with acceptable indemnification from the Borrower. Nothing herein shall obligate the Custodian to commence, prosecute or defend legal proceedings in any instance, whether on behalf of the Company or on its own behalf or otherwise, with respect to any matter arising hereunder, or relating to this Agreement or the services contemplated hereby.

(e) The permissive right of the Custodian to take any action hereunder shall not be construed as duty.

(f) Custodian may act or exercise its duties or powers hereunder through agents or attorneys, and the Custodian shall not be liable or responsible for the actions or omissions of any such agent or attorney appointed and maintained with reasonable due care.

13. Without prejudice to the generality of the foregoing, the Custodian shall be without liability to the Borrower for any damage or loss resulting from or caused by events or circumstances beyond the Custodian's reasonable control including nationalization, expropriation, currency restrictions, the interruption, disruption or suspension of the normal procedures and practices of any securities market, power, mechanical, communications or other technological failures or interruptions, computer viruses or the like, fires, floods, earthquakes or other natural disasters, civil and military disturbance, acts of war or terrorism, riots, revolution,

acts of God, work stoppages, strikes, national disasters of any kind, or other similar events or acts; errors by any party in its instructions to the Custodian; or changes in applicable law, regulation or orders.

14. This Agreement shall be construed, and the provisions thereof interpreted under and in accordance with and governed by the laws of the State of North Carolina for all purposes (without regard to its choice of law provisions).

15. This Agreement constitutes the complete and exclusive agreement of the parties with regard to the matters addressed herein and supersedes and terminates as of the date hereof, all prior agreements, agreements or understandings, oral or written between the parties to this Agreement relating to such matters.

16. This Agreement may be executed in any number of counterparts and all counterparts taken together shall constitute one and the same instrument. The exchange of copies of this Agreement and of signature pages by facsimile transmission or pdf shall constitute effective execution and delivery of this Agreement as to the parties and may be used in lieu of the original Agreement for all purposes. Signatures of the parties transmitted by facsimile or pdf shall be deemed to be their original signatures for all purposes.

17. The covenants and agreements set forth herein shall be binding upon and inure to the benefit of each of the parties and their respective successors and permitted assigns. No party shall be permitted to assign their rights under this Agreement without the written consent of the other parties except that any corporation or association into which the Custodian may be merged or converted or with which it may be consolidated, or any corporation or association resulting from any merger, conversion or consolidation to which the Custodian shall be a party, or any corporation or association to which the Custodian transfers all or substantially all of its corporate trust business, shall be the successor of the Custodian hereunder, and shall succeed to all of the rights, powers and duties of the Custodian hereunder, without the execution or filing of any paper or any further act on the part of any of the parties hereto.

18. The terms of this Agreement are hereby declared to be severable, such that if any term hereof is determined to be invalid or unenforceable, such determination shall not affect the remaining terms.

19. Nothing herein shall prevent the Custodian or any of its affiliates from engaging in other business, or from entering into any other transaction or financial or other relationship with, or receiving fees from or from rendering services of any kind to the Borrower or HUD.

20. The Borrower hereby acknowledges receipt of the following notice:

IMPORTANT INFORMATION ABOUT PROCEDURES FOR OPENING A NEW ACCOUNT.

To help the government fight the funding of terrorism and money laundering activities, Federal law requires all financial institutions to obtain, verify and record information that identifies each person who opens an account. For a non-individual person such as a business entity, a charity, a trust or other legal entity the Custodian will ask for documentation to verify its

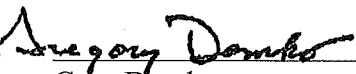
formation and existence as a legal entity. The Custodian may also ask to see financial statements, licenses, identification and authorization documents from individuals claiming authority to represent the entity or other relevant documentation.

21. The Custodian shall not be responsible for preparing or filing any reports or returns relating to federal, state or local income taxes with respect to this Agreement, other than for the Custodian's compensation or for reimbursement of expenses.

[Signatures Begin on Following Page]

THIS AGREEMENT is hereby executed on behalf of the parties as follows:

CITY OF HIGH POINT, NORTH CAROLINA,
as Borrower

By: 
Name: Greg Demko
Title: City Manager

U.S. BANK NATIONAL ASSOCIATION, as
Custodian

By: 
Ryan Riggleman
Assistant Vice President

EXHIBIT A

LOAN DOCUMENT LIST

Each capitalized term used but not defined in this Exhibit A has the meaning given to such term in the Section 108 Contract covering the Section 108 Note.

1. Recorded Phase 2 Mortgage Assignment
2. Developer Note, endorsed in blank and without recourse
3. Mortgagee title policy naming the Borrower as the insured party either including in the definition of the “insured” each successor in ownership of the indebtedness secured by the Mortgage, or accompanied by an endorsement of the policy to the Secretary
4. Survey with a legal description conforming to the title policy and the Mortgage
5. Appraisal of the fee simple ownership interest in the Property
6. Opinion of Borrower’s counsel addressed to the Secretary

EXHIBIT B

CUSTODIAN'S RECEIPT

The undersigned hereby acknowledges receipt of the following documents (collectively, the "*Loan Documents*"), which were delivered on the date set forth below, in accordance with that certain Section 108 Custodial Agreement dated December 17, 2019 (the "*Agreement*"), between U.S. Bank National Association, as custodian (the "*Custodian*"), and the City of High Point, North Carolina (the "*Borrower*"). By its execution and delivery of the Agreement, the Borrower has certified to the Custodian that each Loan Document has been reviewed by, and is in form and substance acceptable to, the Secretary of the U.S. Department of Housing and Urban Development.

- RSR 1. Phase 2 Mortgage Assignment that appears to relate to the Section 108 Note
- RSR 2. Developer Note that appears to relate to the Section 108 Note
- RSR 3. Mortgagee title policy that appears to relate to the Section 108 Note
- RSR 4. Survey that appears to relate to the Section 108 Note
- RSR 5. Appraisal of the fee simple ownership interest that appears to relate to the Section 108 Note
- RSR 6. Opinion of Borrower's counsel addressed to the Secretary that appears to relate to the Section 108 Note

Dated: Dec 17, 2019

**U.S. BANK NATIONAL ASSOCIATION, as
Custodian**

By: 

Ryan Riggleman
Assistant Vice President

CITY OF HIGH POINT

AGENDA ITEM



Title: **Zoning Map Amendment 18-18**
 Zoning Map Amendment 18-19
 (Dennis Bunker et al.)

From: Lee Burnette, Planning & Development
 Director

Meeting Date: December 17, 2018

Public Hearing: Yes

Advertising Date: Not Applicable

Advertised By: Not Applicable

Attachments: Revised Conditional Zoning Ordinance for ZA-18-18 and ZA18-19

PURPOSE:

City Council consideration of a revised Conditional Zoning Ordinance for Zoning Map Amendment ZA-18-18 and ZA-18-19.

BACKGROUND:

At the December 3, 2018 City Council meeting, a public hearing was held regarding ZA-18-18 and ZA-18-19. These applications pertain to a request to rezone approximately 73 acres to a Conditional Zoning Residential Multifamily-16 (CZ RM-16) District to allow a 600-unit mixed residential development. The City Council continued these requests to their December 17, 2018 public hearing to allow the Transportation Department to meet with the applicant and discuss the amended transportation conditions submitted by the applicant.

Attached is the revised Conditional Zoning Ordinance, with updated transportation related conditions agreed upon by the applicant and the Transportation Department.

BUDGET IMPACT:

There is no budget impact.

RECOMMENDATION / ACTION REQUESTED:

Staff recommends approval of the amended Conditional Zoning Ordinance for ZA-18-18 and ZA-18-19.

Updated Conditions submitted by the applicant on December 7, 2018

AN ORDINANCE AMENDING “THE CITY OF HIGH POINT, NORTH CAROLINA DEVELOPMENT ORDINANCE,” PURSUANT TO SECTION 2.4.19, ZONING MAP AMENDMENT, OF THE DEVELOPMENT ORDINANCE.

WHEREAS, the City Council of the City of High Point adopted “The City of High Point Development Ordinance” on May 16, 2016 with an effective date of January 1, 2017, and subsequently amended;

WHEREAS, public hearings were held before the Planning and Zoning Commission of the City of High Point on **October 23, 2018** and before the City Council of the City of High Point on **November 19, 2018** regarding **Zoning Map Amendment Case 18-18 (ZA-18-18)** a proposed amendment to the Official Zoning Map of the “City of High Point Development Ordinance”;

WHEREAS, notice of the public hearings were published in the High Point Enterprise on **October 14, 2018**, for the Planning and Zoning Commission public hearing and on **November 7, 2018** and **November 14, 2018**, for the City Council public hearing pursuant to Chapter 160A-364 of the General Statutes of North Carolina; and

WHEREAS, the proposed amendment was adopted by the City Council of the City of High Point on **November 19, 2018**.

THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HIGH POINT:

SECTION 1

That the Official Zoning Map of the City of High Point be amended to establish the following described area as a: **Conditional Zoning Residential Multifamily -16 (CZ RM-16) District**. The property is approximately 73 acres and lying to the northeast of the intersection of N. Main Street & Delray Avenue, east of Monterey Circle, east of Beechnut Drive, north of Thomas Street and east of NC 66. The property is also known as Forsyth County Tax Parcels 6882-88-2913.00; 6882-78-1754.00; 6682-68-9756.00; 6882-78-4954.00; and 6882-69-9041.00.

SECTION 2

That the property herein described shall be perpetually bound by the following use(s) authorized and condition(s) imposed, unless subsequently changed or amended as provided for by the Development Ordinance.

Part I. USES:

Tract A: Only Single Family Detached dwellings and Single Family Attached dwellings, as allowed in the Residential Single Family-7 (R-7) District, and their customary accessory uses shall be permitted. Development shall be subject to the development and dimensional requirements of the R-7 District, Residential Use Standards (Section 4.3.2) of the Development Ordinance, and the specific conditions listed in this Ordinance.

Tract B: Any uses allowed in the Residential Multifamily - 16 (RM-16) District subject to the standards of the Development Ordinance and the specific conditions listed in this ordinance. This tract shall be limited to a maximum density of 8 dwelling units per acre.

Tract C: Any uses allowed in the Residential Multifamily - 16 (RM-16) District subject to the standards of the Development Ordinance and the specific conditions listed in this ordinance.

Tract D: Any uses allowed in the Residential Multifamily - 16 (RM-16) District subject to the standards of the Development Ordinance and the specific conditions listed in this ordinance.

Part II. CONDITIONS:

A. Development, Dimensional and Density Requirements.

1) Density:

- (a). A maximum of 600 dwelling units shall be permitted.
- (b). A new Traffic Impact Analysis (TIA) shall be required to be submitted and approved by the City of High Point Director of Transportation and the North Carolina Department of Transportation (NCDOT) in order to allow more than 200 single family detached and/or Twin Home dwelling units. All improvements required by the updated TIA, City of High Point Director of Transportation and NCDOT shall be required to be installed prior to exceeding this 200-unit limit.
- (c). Tract B: This tract shall be limited to a maximum density of 8 dwelling units per acre.

B. Sketch Plan: The purpose of the sketch plan is to illustrate the boundary of Tracts A, B, C and D as referred to in this ordinance.

C. Transportation Conditions.

- 1. Right-of-Way Dedication: The property owner shall dedicate a maximum of fifty (50) feet of right-of-way, as measured from the existing centerline of NC 66, along the entire frontage of the zoning site. This dedication shall be required prior to the development of any portion of Tract D.
- 2. Access
 - a. One (1) point of access will be allowed to N. Main Street at the realignment of Delray Avenue with Cedarwood Trail.

- b. One (1) point of access will be allowed to NC 66 subject to approval of NCDOT.
- c. One (1) point of access will be allowed to NC 66 at Thomas Street.
- d. Internal:
 - i. Two (2) access points will be allowed to Thomas Street between NC 66 and Delray Avenue.
 - ii. One (1) point of access will be allowed to either Thomas Street extension or to the north end of existing Beechnut Drive.
 - iii. One (1) point of access will be allowed to Monterey Circle extension.
 - iv. The developer shall provide two (2) public street stubs from Tracts B and/or C to the site's southern boundary.
 - v. No connection will be required to the southern terminus of Beechnut Drive at Tract A.
 - vi. One (1) point of access to Delray Avenue.

3. Improvements

- a. The property owner shall realign Delray Avenue with Cedarwood Trail at N. Main Street and shall construct an eastbound left turn lane on N. Main Street. These improvements shall be installed concurrent with any development on Tracts A or B.
- b. The property owner shall construct a southbound left turn lane on NC 66 at site access or at Thomas Street if proposed access to NC 66 is not approved by NCDOT. This improvement shall be installed concurrent with any development on Tracts C or D.
- c. Improvements to extend or to access existing streets (Monterey Circle, Thomas Street, and/or Beechnut Drive) to serve the development shall be constructed to either NCDOT or City standards. These improvements shall be installed concurrent with any development on Tracts A, B, or C.
- d. Streets internal to the development shall be constructed to City standards.

4. Other Transportation Conditions

The City of High Point Director of Transportation and the North Carolina Department of Transportation (NCDOT) shall approve all transportation construction and improvements.

SECTION 3

That plans for any development on the property described herein shall be pursued in accordance with this conditional zoning district and shall be submitted to the City of High Point and other approval authorities for review in the same manner as other such plans that are required to be approved by the City of High Point.

SECTION 4

Should any section or provision of this ordinance be declared invalid, such decision shall not affect the validity of the remaining portions of this ordinance.

SECTION 5

That all ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 6.

This ordinance shall become effective upon the date of adoption.

19th day of November, 2018.

Lisa B. Vierling, City Clerk

CITY OF HIGH POINT AGENDA ITEM



Title: Annexation Case 18-06
(Dennis Bunker et al.)

From: Lee Burnette, Planning & Development
Director

Meeting Date: December 3, 2018

Public Hearing: Yes

Advertising Date: November 21, 2018

Advertised By: Planning & Development

Attachments: A. Staff Report
B. Map
C. Annexation Ordinance Adoption

PURPOSE:

A request by Dennis Bunker et al. to consider a voluntary non-contiguous annexation of approximately 6.7 acres lying approximately 1,200 east of NC 66 and north of Thomas Street. The property is also known as Forsyth County Tax Parcel 6882-88-2913.00.

BACKGROUND:

The staff report and recommendation is enclosed.

BUDGET IMPACT:

There is no budget impact.

RECOMMENDATION / ACTION REQUESTED:

Staff recommends **approval** of Annexation Case 18-06.

**CITY OF HIGH POINT
PLANNING AND DEVELOPMENT DEPARTMENT**

**STAFF REPORT
ANNEXATION 18-06
December 2, 2018**

Request	
Applicant: Dennis Bunker et al.	Owners: Dennis Bunker, KMBunker Holdings LLC and Equity Trust Company, Custodian FBO Dennis Bunker
Proposal: Voluntary non-contiguous annexation.	Effective Date: Upon adoption.
	Associated Zoning Case: Zoning Map Amendment 18-18

Site Information	
Location:	The site is lying approximately 1,200 east of NC 66 and north of Thomas Street.
Tax Parcel Number:	Forsyth County Tax Parcel 6882-88-2913.00
Site Acreage:	Approximately 6.7 acres
Current Land Use:	Undeveloped
Current Fire District:	Horneytown Rural Fire District
Proposed Development:	Multifamily dwellings
Proposed Unit Type, Number and Average Value:	No information provided at this time.
Proposed Build-out Schedule:	No information provided at this time.
Proposed City of High Point Council Ward:	The proposed annexation site is adjacent to Ward 5. If approved, the annexation area will be part of Ward 5.
Physical Characteristics:	The has a moderately sloping terrain with a perennial stream and 100-year flood zone along its eastern boundary
Water and Sewer Proximity:	A 12-inch City water line lies along N. Main Street and a 12-inch City sewer line runs along the eastern boundary of the site within the stream corridor.
General Drainage and Watershed:	The site drains in a southeasterly direction and is within the Yadkin Pee-Dee (non-water supply) watershed. Based upon the acreage and allowable development intensity, stormwater controls are required.
Overlay District:	None

Adjacent Property Zoning and Current Land Use			
North	RS-20	Residential Single Family-20 District (<i>Forsyth County</i>)	I-74 corridor
South	CZ R-5	Conditional Zoning Residential Single Family-5 District (<i>City of High Point</i>)	Undeveloped parcel
East	RS-20	Residential Single Family-20 District (<i>Forsyth County</i>)	I-74 corridor
West	RS-20	Residential Single Family-20 District (<i>Forsyth County</i>)	Single family dwellings and undeveloped parcels

Transportation Information			
Adjacent Streets:	Name	Classification	Approx. Frontage
	N. Main Street	Major Thoroughfare	530 ft.
	Delray Avenue	Local Street	365 ft.
	Beechnut Drive	Local Street	180 ft.
	Monteray Circle	Local Street	450 ft.
Vehicular Access:	N Main Street, Delray Avenue and Monteray Circle.		

City Department Comment Summary

Comments were not requested for this proposed annexation due to the fact the site is adjacent to the City's corporate limits. Annexation petitions for uses within close proximity to existing service areas do not warrant individual department comment.

Details of Proposal

The applicant is requesting annexation to have access to City utilities to facilitate construction of a mixed residential development. The annexation site abuts a 58-acre parcel, owned by the applicant, that was annexed into High Point's corporate limits in 2007, and is just east of 7.9-acres owned by the applicant that is also seeking annexation. The applicant has approximately 73 acres in which they are seeking a combination of annexation and zoning approval to develop a mixed residential neighborhood consisting of single family detached dwellings, single family attached dwellings and multifamily dwellings.

In addition to the abutting 58-acre parcel, there have been other annexation approvals in this portion of the City's Planning Area during the past decade. In 2007, a 20-acre parcel was annexed approximately ½ mile to the south, along the east side of Cedarwood Trail, and developed with approximately 65 single family dwellings. In 2014 a 130-acre site was annexed, approximately ¾ mile to the north on NC 66, and developed with an 806,000 square foot Ralph Lauren warehouse and distribution facility. There is an additional 50 acres to the north of the Ralph Lauren facility, along Payne Road, that was annexed in 2007 for a residential development that has not come to fruition. Finally in 2016, a 6.6-acre parcel with an existing 99-person nursing home facility was annexed approximately ¾ mile to the east, along N. Main Street.

This annexation petition represents a logical progression of the City's annexation policy for this area as the proposed annexation site is adjacent to other lands in the City's corporate limits and City services and service vehicles are already present in this area. The annexation of this parcel will not negatively impact the City's ability to provide services in this area.

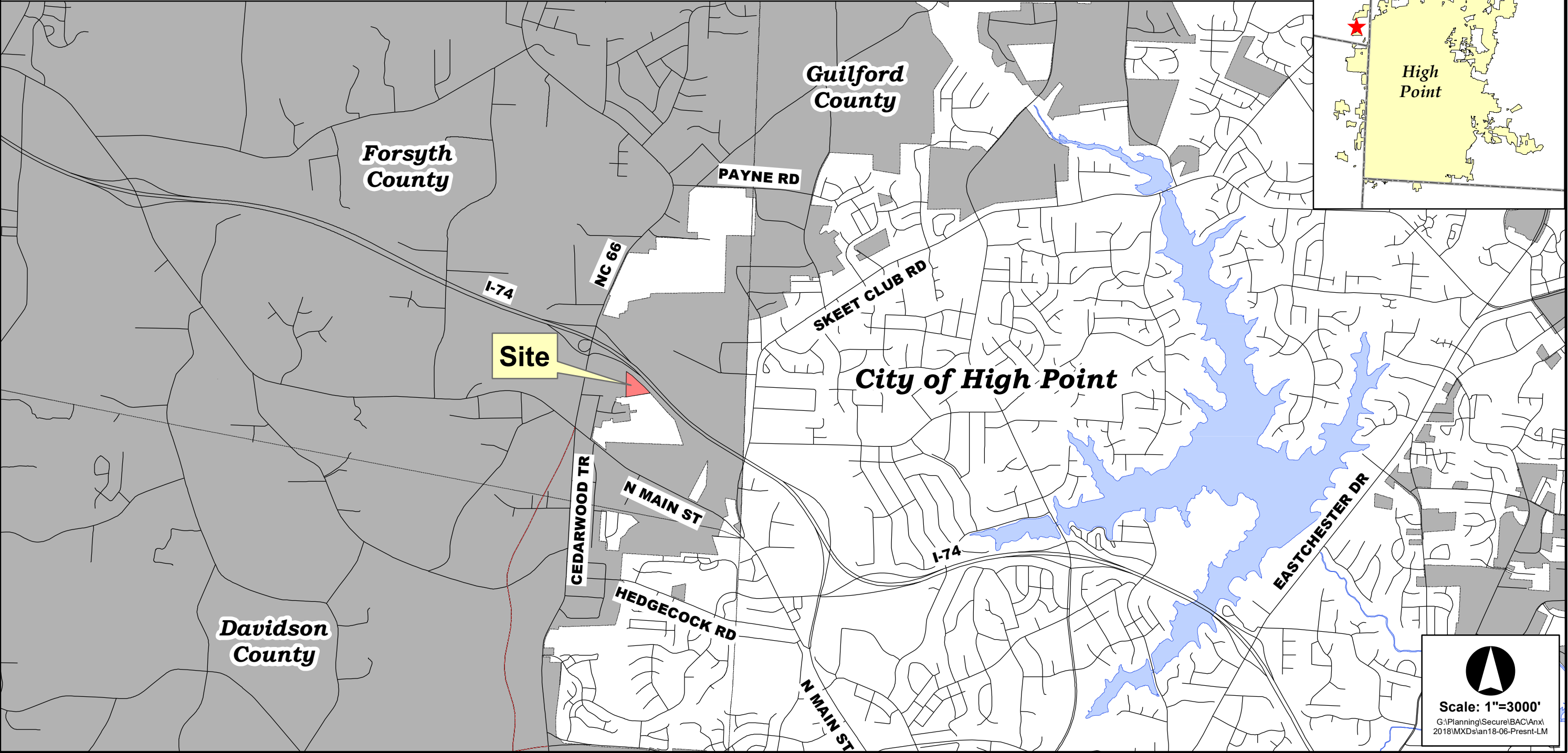
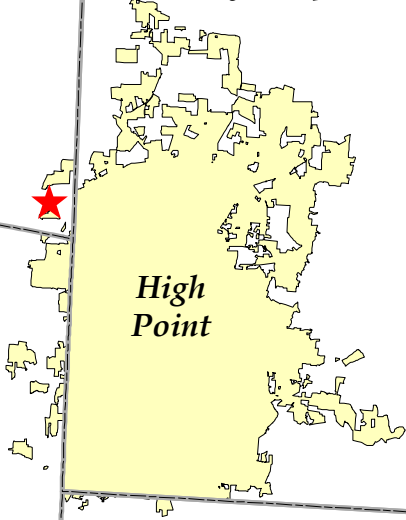
Report Preparation

This report was prepared by Planning and Development Department staff member Herbert Shannon Jr. AICP, Senior Planner and reviewed by Robert Robbins AICP, Development Services Administrator and Lee Burnette AICP, Director.

LOCATION MAP

ANNEXATION REQUEST: AN-18-06
Applicant: DENNIS BUNKER ET AL

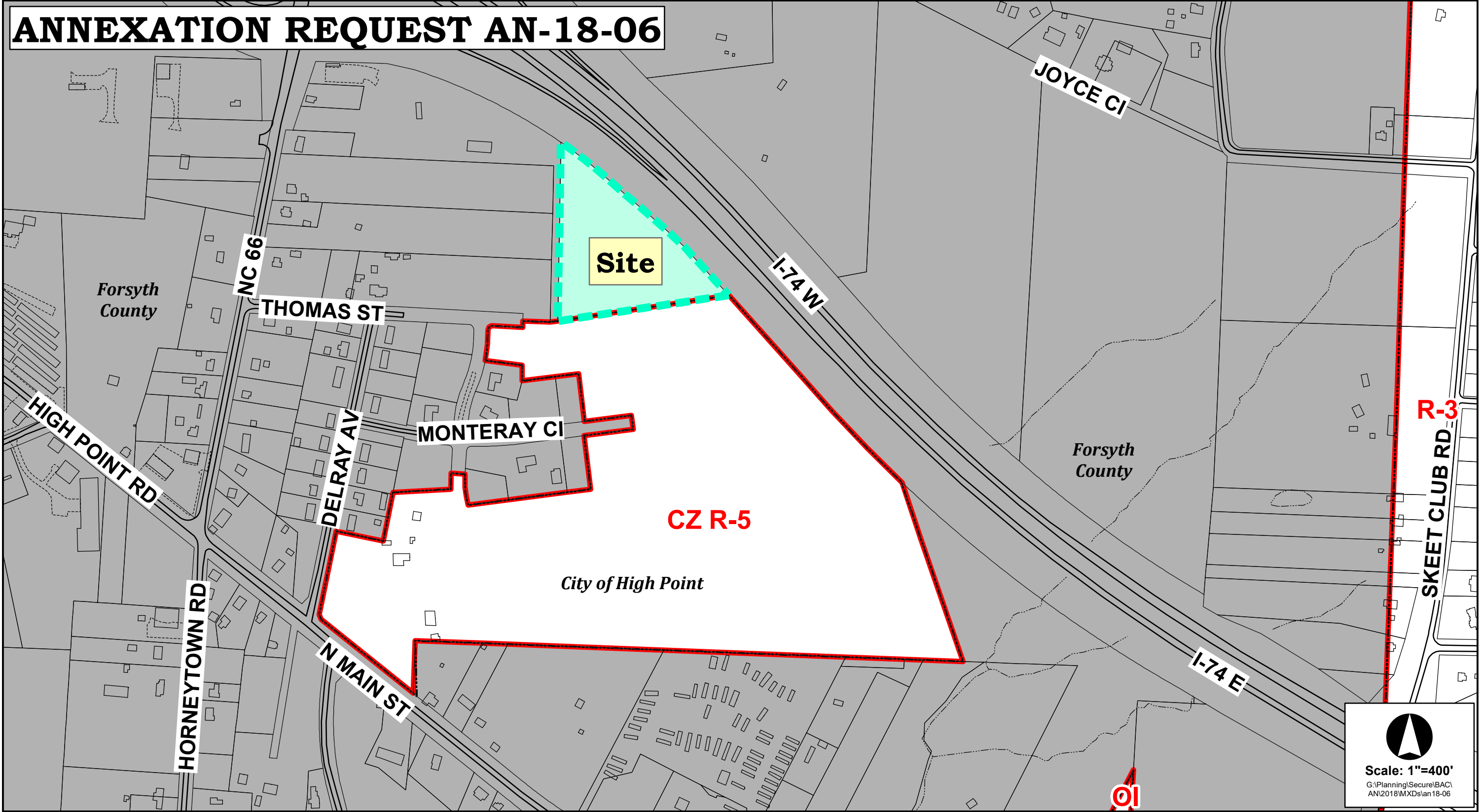
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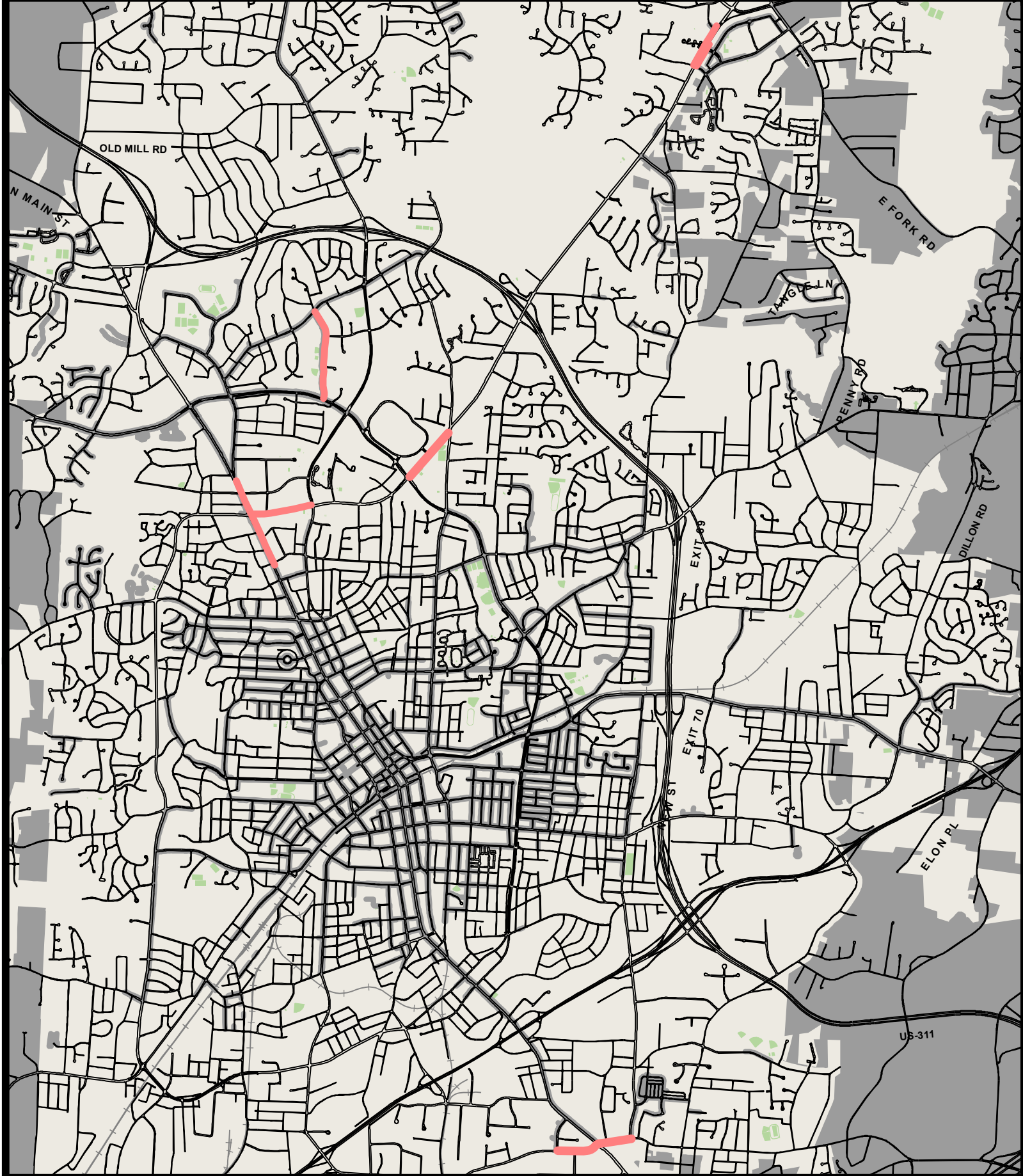


Scale: 1"=3000'

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ANNEXATION REQUEST AN-18-06





OVERALL PROJECT MAP



MAP PREPARED BY
CITY OF HIGH POINT TRANSPORTATION DEPARTMENT
211 S. HAMILTON STREET
HIGH POINT, NORTH CAROLINA 27260
AUGUST 2018

This map is provided as a public information resource and every reasonable effort has been made to assure the quality of the map. This data information and related graphics are not legal documents and are not intended to be used as such. The City of High Point makes no warranty, express or implied, as to the accuracy, reliability, utility or completeness of this information. The City of High Point assumes no liability either for any errors, omissions, or inaccuracies in the information provided regardless of the cause of such or for any decision made, action taken, or action not taken by the user in reliance upon any maps or information provided herein.



NORTH CAROLINA
GUILFORD COUNTY

LOCALLY ADMINISTERED PROJECT - FEDERAL

DATE: 11/5/2018

NORTH CAROLINA DEPARTMENT OF
TRANSPORTATION

AND

CITY OF HIGH POINT

TIP #: C-5609L

WBS Elements: PE _____

ROW 43731.2.10

CON 43731.3.10

FEDERAL-AID NUMBER: CMAQ-0710(039)

CFDA #: 20.205

Total Funds [NCDOT Participation] \$1,564,080

THIS AGREEMENT is made and entered into on the last date executed below, by and between the North Carolina Department of Transportation, an agency of the State of North Carolina, hereinafter referred to as the "Department" and the City of High Point, hereinafter referred to as the "Municipality".

WITNESSETH:

WHEREAS, Fixing America's Surface Transportation (FAST) Act allows for the allocation of Congestion Mitigation and Air Quality funds to be available for certain specified transportation activities; and,

WHEREAS, the Municipality has requested federal funding for Sidewalk Projects in High Point , hereinafter referred to as the Project, in Guilford County, North Carolina; and,

WHEREAS, subject to the availability of federal funds, the Municipality has been designated as a recipient to receive funds allocated to the Department by the Federal Highway Administration (FHWA) up to and not to exceed the maximum award amount of \$1,564,080 for the Project; and,

WHEREAS, the Department has agreed to administer the disbursement of said funds on behalf of FHWA to the Municipality for the Project in accordance with the Project scope of work and in accordance with the provisions set out in this Agreement; and,

WHEREAS, the Department has programmed funding in the approved Transportation Improvement Program for the Project; and,

WHEREAS, the governing board of the Municipality has agreed to participate in certain costs and to assume certain responsibilities in the manner and to the extent as hereinafter set out; and,

WHEREAS, this Agreement is made under the authority granted to the Department by the North Carolina General Assembly including, but not limited to, the following applicable legislation: General Statutes of North Carolina (NCGS) Section 136-66.1, Section 136-71.6, Section 160A-296 and 297, Section 136-18, Section 136-41.3 and Section 20-169, to participate in the planning, construction and/or implementation of the Project approved by the Board of Transportation.

NOW, THEREFORE, this Agreement states the promises and undertakings of each party as herein provided, and the parties do hereby covenant and agree, each with the other, as follows:

1. GENERAL PROVISIONS

FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT

All parties to this Agreement, including contractors, subcontractors, and subsequent workforces, associated with any work under the terms of this Agreement shall provide reports as required by the Federal Funding Accountability and Transparency Act (FFATA) for this Project.

AGREEMENT MODIFICATIONS

Any modification to scope, funding, responsibilities, or time frame will be agreed upon by all parties by means of a Supplemental Agreement.

LOCAL PUBLIC AGENCY TO PERFORM ALL WORK

The Municipality shall be responsible for administering all work performed and for certifying to the Department that all terms set forth in this Agreement are met and adhered to by the Municipality and/or its contractors and agents. The Department will provide technical oversight to guide the Municipality. The Department must approve any assignment or transfer of the responsibilities of the Municipality set forth in this Agreement to other parties or entities.

PERSON IN RESPONSIBLE CHARGE

The Municipality shall designate a person or persons to be in responsible charge of the Project, in accordance with Title 23 of the Code of Federal Regulations, Part 635.105. The person, or persons, shall be expected to:

- Administer governmental project activities, including those dealing with cost, time, adherence to contract requirements, construction quality and scope of Federal-aid projects;

- Maintain knowledge of day to day project operations and safety issues;
- Make or participate in decisions about changed conditions or scope changes that require change orders or supplemental agreements;
- Visit and review the project in accordance with the project scope and scale;
- Review financial processes, transactions and documentation to reduce the likelihood of fraud, waste, and abuse;
- Direct project staff, agency or consultant, to carry out project administration and contract oversight, including proper documentation; and
- Be aware of the qualifications, assignments and on-the-job performance of the agency and consultant staff at all stages of the project.

The person in responsible charge must be a full-time employee of the Municipality, but the duties may be split among several employees, if necessary.

COMPLIANCE WITH STATE/FEDERAL POLICY

The Municipality, and/or its agent, including all contractors, subcontractors, or sub-recipients shall comply with all applicable Federal and State policies and procedures, stated both in this Agreement and in the Department's guidelines and procedures, including the *Local Programs Management Handbook*.

FAILURE TO COMPLY - CONSEQUENCES

Failure on the part of the Municipality to comply with any of the provisions of this Agreement will be grounds for the Department to terminate participation in the costs of the Project and, if applicable, seek repayment of any reimbursed funds.

2. SCOPE OF PROJECT

The Project consists of the installation of sidewalk in six (6) locations within the city limits of High Point. The six (6) locations include 1) James Road between E Hartley Drive (SR 4143) and Oakview Road, 2) Eastchester Drive (SR68) between Hickwood Road (SR 1523) and Ramsay Street, 3) N Main Street (SR 1009) between south of Dayton Avenue and Old Winston Road, 4) Fairfield Road (SR 610 and SR 1300) between Plaza Lane and Brentwood Street, 5) Eastchester

Drive (SR 68) between N Main Street (SR 1009) and Johnson Street and 6) Eastchester Drive (SR 68) between E Hartley Drive (SR 4143)/University Parkway and Centennial Street.

The Department's funding participation in the Project shall be restricted to the following eligible items:

- ROW Acquisition
- Utility Relocation
- Construction

as further set forth in this Agreement.

3. FUNDING

REIMBURSEMENT FOR ELIGIBLE ACTIVITIES

Subject to compliance by the Municipality with the provisions set forth in this Agreement and the availability of federal funds, the Department shall reimburse 80% of eligible expenses incurred by the Municipality up to a maximum amount of One Million Five Hundred Sixty Four Thousand Eighty Dollars (\$1,564,080), as detailed below. The Municipality shall provide the non-federal match, as detailed in the FUNDING TABLE below, and all costs that exceed the total estimated cost.

FUNDING TABLE

Fund Source	Federal Funds Amount	Reimbursement Rate	Non-Federal Match \$	Non-Federal Match Rate
Congestion Mitigation and Air Quality	\$1,564,080	80 %	\$391,020	20 %
Total Estimated Cost			\$1,955,100	

WORK PERFORMED BY NCDOT

All work performed by the Department on this Project, including, but not limited to, reviews, inspections, and Project oversight, during any phase of the delivery of the Project, shall reduce the funding available to the Municipality under this Agreement. The Department will set aside ten percent (10%) of the total estimated cost, or \$195,510 to use towards the costs related to review and oversight of this Project, including, but not limited to review and approval of plans, environmental documents, contract proposals, engineering estimates, construction engineering

and inspection oversight, and other items as needed to ensure the Municipality's appropriate compliance with state and federal regulations.

In the event that the Department does not utilize all the set-aside funding, then those remaining funds will be available for reimbursement to the Municipality at the above reimbursement rate. For all costs of work performed on the Project, whether incurred by the Municipality or by the Department, the Municipality shall provide the non-federal match. The Department will bill the Municipality for the non-federal match of any costs that the Department incurs on the Project and for any costs that exceed the Total Estimated Cost.

4. PERIOD OF PERFORMANCE

The Municipality has five (5) years to complete all work outlined in the Agreement from the date of authorization of Federal funds for the initial phase of work. Completion for this Agreement is defined as completion of all construction activities or implementation activities, acceptance of the project, and submission of a final reimbursement package to the Department.

If additional time is needed to complete the Project, then a supplemental agreement must be executed. The Department and/or FHWA reserves the right to revoke the funds awarded if the Municipality is unable to meet milestone dates included herein.

5. PRELIMINARY ENGINEERING AUTHORIZATION

If Preliminary Engineering is an eligible expense, then upon receipt of an executed agreement, the Department will authorize Preliminary Engineering funds and shall notify the Municipality, in writing, once funds have been authorized and can be expended. The Municipality shall not initiate any work, nor solicit for any professional services prior to receipt of written authorization from the Department to proceed. Any work performed, or contracts executed, prior to receipt of written authorization to proceed will be ineligible for reimbursement.

6. PROFESSIONAL AND ENGINEERING SERVICES

The Municipality shall comply with the policies and procedures of this provision if the Municipality is requesting reimbursement for the Preliminary Engineering contract or the Construction Contract Administration / Construction Engineering and Inspection contract.

PROCUREMENT POLICY

When procuring professional services, the Municipality must adhere to Title 2 Code of Federal Regulations Part 200; Title 23 of the Code of Federal Regulations, Part 172; Title 40 United States Code, Chapter 11, Section 1101-1104; NCGS 143-64, Parts 31 and 32; and the Department's *Policies and Procedures for Major Professional or Specialized Services Contracts*. Said policies and standards are incorporated in this Agreement by reference at www.fhwa.dot.gov/legisregs/legislat.html and www.ncleg.net/gascritps/Statutes/Statutes.asp.

- The Municipality shall ensure that a qualified firm is obtained through an equitable selection process, and that prescribed work is properly accomplished in a timely manner and at a just and reasonable cost.
- All Professional Services Firms shall be pre-qualified by the Department in the Work Codes advertised.
- A pre-negotiation audit will be conducted by the Department's External Audit Branch. The Municipality shall not execute a consultant contract until the Department's review has been completed.

SMALL PROFESSIONAL AND ENGINEERING SERVICES FIRMS REQUIREMENTS

Any contract entered into with another party to perform work associated with the requirements of this Agreement shall contain appropriate provisions regarding the utilization of Small Professional Services Firms (SPSF). This policy conforms with the SPSF Guidelines as approved by the North Carolina Board of Transportation.

- The Municipality shall not advertise nor enter into a contract for services performed as part of this Agreement, unless the Department provides written approval of the advertisement or the contents of the contract.
- If the Municipality fails to comply with these requirements, the Department will withhold funding until these requirements are met.

WORK BY ENTITY

If the Design, Planning, Contract Administration and/or Construction Engineering and Inspection required for this project will be undertaken by the Municipality, and the Municipality requests reimbursement, then the Municipality must submit a request and supporting documentation to the Department for review and approval, prior to any work being initiated by the Municipality.

7. PLANNING / ENVIRONMENTAL DOCUMENTATION

The Municipality shall prepare the environmental and/or planning document, including any environmental permits, needed to construct the Project, in accordance with the National Environmental Policy Act (NEPA) and all other appropriate environmental laws and regulations. All work shall be performed in accordance with Departmental procedures and guidelines. Said documentation shall be submitted to the Department for review and approval.

- The Municipality shall be responsible for preparing and filing with all proper agencies the appropriate planning documents, including notices and applications required to apply for those permits necessary for the construction of the desired improvements. Copies of approved permits should be forwarded to the Department.
- The Municipality shall advertise and conduct any required public hearings.
- If any permit issued requires that action be taken to mitigate impacts associated with the improvements, the Municipality shall design and implement a mitigation plan. The Department will determine if any mitigation costs are eligible for reimbursement. The Municipality shall bear all costs associated with penalties for violations and claims due to delays.
- The Municipality shall be responsible for designing an erosion control plan if required by the North Carolina Sedimentation Pollution Control Act of 1973, NCGS 113A, Article 4, incorporated in this Agreement by reference at www.ncleg.net/gascripts/Statues/Statutes.asp and obtaining those permits required thereby in order to construct the Project. During the construction of the improvements, the Municipality, and its contractors and agents, shall be solely responsible for compliance with the provisions of said Act and the plan adopted in compliance therewith.

8. DESIGN

CONTENT OF PLAN PACKAGE

The Municipality, and/or its agent, shall prepare the Project's plans, specifications, and a professional estimate of costs (PS&E package), in accordance with the Department's guidelines and procedures, and applicable Federal and State standards. All work shall be submitted to the Department for review and approval. The plans shall be completed to show the design, site plans, landscaping, drainage, easements, and utility conflicts.

9. RIGHT OF WAY / UTILITY AUTHORIZATION

If the costs of right of way acquisition or utility relocation are an eligible expense, the Municipality shall submit a letter of request to the Department to authorize and set up right of way and/or utility funding. The acquisition for right of way, construction easements, and/or utility relocation may be undertaken only after the Municipality receives written authorization from the Department to proceed.

10. PROJECT LIMITS AND RIGHT OF WAY (ROW)

The Municipality shall comply with the policies and procedures of this provision regardless of whether the Municipality is requesting reimbursement for the Right of Way phase of the Project.

SPONSOR PROVIDES ROW

The Municipality, at no liability whatsoever to the Department, shall be responsible for providing and/or acquiring any required ROW and/or easements for the Project.

ROW GUIDANCE

The Municipality shall accomplish all ROW activities, including acquisition and relocation, in accordance with the following: Title 23 of the Code of Federal Regulations, Part 710, Subpart B and Title 49 of the Code of Federal Regulations, Part 24, [Uniform Act] incorporated by reference at www.fhwa.dot.gov/legisregs/directives/fapgtoc.htm; NCGS, Chapter 133, Article 2, Sections 133-5 through 133-18, Relocation Assistance, incorporated by reference at www.ncleg.net/gascripts/Statutes/Statutes.asp; and the North Carolina Department of Transportation Right of Way Manual.

APPRAISAL

The Municipality shall submit the appraisal to the Department for review and approval in accordance with Departmental policies and procedures.

CLEARANCE OF PROJECT LIMITS / ROW

The Municipality shall remove and dispose of all obstructions and encroachments of any kind or character (including hazardous and contaminated materials) from said ROW, with the exception that the Municipality shall secure an encroachment agreement for any utilities (which shall remain

or are) to be installed within the Department's ROW, or follow other applicable approval process, for utilities within the Municipality's ROW. The Municipality shall indemnify and save harmless the Department, Federal Highway Administration, and the State of North Carolina, from any and all damages and claims for damages that might arise on account of said right of way acquisition, drainage, and construction easements for the construction of said Project. The Municipality shall be solely responsible for any damages caused by the existence of said material now and at any time in the future and will save the Department harmless from any legal actions arising as a result of this contaminated and/or hazardous material and shall provide the Department with documentation proving the proper disposal of said material.

RELOCATION ASSISTANCE

The Municipality shall provide relocation assistance services and payments for families, businesses, and non-profit organizations being displaced by the Project in full accordance with the Federal relocation requirements of Title 49 Code of Federal Regulations, Part 24 [Uniform Act], as amended. Relocation assistance services and payments may be accomplished by contract with any other municipal corporation, or State or Federal agency, rendering such services upon approval by the Department and Federal Highway Administration.

11. UTILITIES

The Municipality, and/or its agent, at no liability to the Department, shall relocate, adjust, relay, change or repair all utilities in conflict with the Project, regardless of ownership. All utility work shall be performed in a manner satisfactory to and in conformance with State and Federal rules and regulations, prior to Municipality beginning construction of the project. This Agreement does not modify or supersede any existing Utility Encroachment Agreements that may be in place.

12. RIGHT OF WAY / UTILITY / RAILROAD CERTIFICATION

The Municipality, upon acquisition of all right of way/property necessary for the Project, relocation of utilities, and coordination with the railroad shall provide the Department all required documentation (deeds/leases/easement/plans/agreements) to secure certification. Certification is only issued after all ROW is in public ownership or property is publicly accessible by a legal document; utilities in conflict with the project are relocated, or a plan for their relocation during construction has been approved; and coordination with the railroad (if applicable) has occurred and been documented.

13. CONTRACT PROPOSAL AND ENGINEER'S ESTIMATE

CONTRACT PROPOSAL

The Municipality shall develop a contract proposal that will be advertised for bids. The proposal shall comply with NCDOT Specifications and Standard Drawings as applicable to the Project. The proposal shall also contain provisions, as applicable, per Title 23 Code of Federal Regulations 633 and 635 to include, but not be limited to: FHWA 1273, Buy America, Davis-Bacon Wage Rates, Non-discrimination, DBE Assurances, Contractor Certification regarding suspension and debarment, and other provisions as required by the Department.

ENGINEER'S ESTIMATE

The Municipality shall develop an itemized engineer's estimate to show items referenced to the NCDOT Standard Specifications, if applicable, along with units and unit price. The engineer's estimate will be used as the basis for comparing bids received.

14. CONSTRUCTION AUTHORIZATION

The Municipality shall submit the required environmental and/or planning document, ROW certification, final construction plans, total contract proposal, and an estimate of Project costs (final PS&E package) to the Department for review and approval.

- After approval of all documentation, the Department will request construction authorization from the Federal Highway Administration.
- The Municipality shall not advertise for bids prior to receiving written construction authorization from the Department.

15. CONTRACTOR PROCUREMENT

ADVERTISE FOR BIDS

Upon receipt of written construction authorization from the Department, the Municipality may advertise the Project. The Municipality shall follow applicable Federal and/or State procedures pertaining to the advertisement of the Project, bid opening, and award of the contract, according to Title 2 of the Code of Federal Regulations, Part 200 and Title 23 of the Code of Federal Regulations, Part 633 and Part 635, incorporated by reference at

www.fhwa.dot.gov/legregs/directives/fapgtoc.htm; and NCGS, Chapter 143, Article 8 (Public Contracts), incorporated by reference at www.ncleg.net/gascripts/Statutes/Statutes.asp.

CONSTRUCTION CONTRACTOR REQUIREMENTS

All Contractors submitting bids on the project shall be pre-qualified by the Department. All proposed subcontractors must be pre-qualified before construction work begins. Any subcontractors who are proposed to meet the Disadvantaged Business Enterprise goal must be certified by the Department.

CONSTRUCTION SUBCONTRACTOR REQUIREMENTS

Any contract entered into with another party to perform work associated with the requirements of this Agreement shall contain appropriate provisions regarding the utilization of Disadvantaged Business Enterprises (DBEs), or as required and defined in Title 49 of the Code of Federal Regulations, Part 26 and the North Carolina Administrative Code. These provisions are incorporated into this Agreement by reference

<https://connect.ncdot.gov/projects/Contracts/Pages/LGA-Projects.aspx>.

- The Municipality shall not advertise nor enter into a contract for services performed as part of this Agreement, unless the Department provides written approval of the advertisement or the contents of the contract.
- If the Municipality fails to comply with these requirements, the Department will withhold funding until these requirements are met.

AWARDING CONTRACT

After the advertisement of the Project for construction bids, the Municipality shall request concurrence from the Department to award the construction contract by submitting a letter along with tabulated bids received depicting Disadvantaged Business Enterprises (DBE) goals, and a resolution recommending award of the Project to the lowest responsible, responsive bidder. The Department will review the submitted information and provide written approval to the Municipality prior to the contract being awarded by the Municipality.

DELAY IN PROCUREMENT

In the event the Project has not been let to contract within six (6) months after receiving construction authorization from the Department, the Municipality shall be responsible for

documenting to the Department justification for project delay and that the Project remains in compliance with the terms of this Agreement, the approved plans and specifications, and current codes.

FORCE ACCOUNT

Force account work is only allowed when there is a finding of cost effectiveness for the work to be performed by some method other than a contract awarded by a competitive bidding process, or there is an emergency. Written approval from the Department is required prior to the use of force account by the Municipality. Federal Highway Administration regulations governing Force Account are contained in Title 23 Code of Federal Regulations, Part 635.201, Subpart B; said policy being incorporated in this Agreement by reference

www.fhwa.dot.gov/legregs/directives/cfr23toc.htm. North Carolina General Statutes governing the use of Force Account, Chapter 143, Article 8 (Public Contracts) can be found at www.ncleg.net/gascripts/Statutes/Statutes.asp.

16. CONSTRUCTION

The Municipality, and/or its agents shall construct the Project in accordance with the plans and specifications of the Project as filed with, and approved by, the Department. During the construction of the Project, the procedures set out below shall be followed:

CONSTRUCTION CONTRACT ADMINISTRATION

The Municipality shall comply with the NCDOT Construction Manual as referenced at <http://www.ncdot.org/doh/operations/dp%5Fchief%5Feng/constructionunit/formsmanuals/construction/>, which outlines the procedures for records and reports that must be adhered to in order to obtain uniformity of contract administration and documentation. This includes, but is not limited to, inspection reports, material test reports, materials certification, documentation of quantities, project diaries, and pay records. The Municipality, and/or its agent, shall perform the construction engineering, sampling and testing required during construction of the Project, in accordance with Departmental procedures, including the Department's Guide for Process Control and Acceptance Sampling and Testing. The Municipality shall document that said compliance was accomplished in accordance with State and Federal procedures, guidelines, standards and specifications.

RETAINAGE

The Municipality shall not retain any portion of a payment due the contractor.

SIGNAGE

The Municipality shall provide and maintain adequate signage and other warning devices for the protection of the public in accordance with the approved traffic control plans for the Project and the current edition of the Manual on Uniform Traffic Control Devices (MUTCD) for Streets and Highways, or any subsequent revision of the same, published by the Federal Highway Administration and effective at the time of award of the contract.

SITE LAYOUT

The Municipality shall be responsible for ensuring that all site layout, construction work, and Project documentation are in compliance with applicable city, state and federal permits, guidelines, and regulations, including American Association of State Highway and Transportation Officials (AASHTO) guidelines and Americans with Disabilities Act (ADA) Standards for Accessible Design (www.usdoj.gov/crt/ada/stdspdf.htm).

RIGHT TO INSPECT

The Department and representatives of the Federal Highway Administration shall have the right to inspect, sample or test, and approve or reject, any portion of the work being performed by the Municipality or the Municipality's contractor to ensure compliance with the provisions of this Agreement. Prior to any payment by the Department, any deficiencies inconsistent with approved plans and specifications found during an inspection must be corrected.

CONTRACTOR COMPLIANCE

The Municipality will be responsible for ensuring that the contractor complies with all of the terms of the contract and any instructions issued by the Department or FHWA as a result of any review or inspection made by said representatives.

CHANGE ORDERS

If any changes in the Project plans are necessary, the Department must approve such changes prior to the work being performed.

SHOP DRAWINGS

Shop Drawings shall be submitted in accordance with the approved plans and specifications and may require review by the Designer.

17. CLOSE-OUT

Upon completion of the Project, the Municipality shall be responsible for the following:

FINAL INSPECTION

The Municipality shall arrange for a final inspection by the Department. Any deficiencies determined during the final field inspection must be corrected prior to final payment being made by the Department to the Municipality. Additional inspection by other entities may be necessary in accordance with the Department's guidelines and procedures. The Municipality shall provide the Department with written evidence of approval of completed project prior to requesting final reimbursement.

FINAL PROJECT CERTIFICATION

The Municipality will provide a certification to the Department that all work performed for this Project is in accordance with all applicable standards, guidelines, and regulations.

18. MAINTENANCE

The Municipality, at no expense or liability to the Department, shall assume all maintenance responsibilities for the Sidewalk Projects in High Point , or as required by an executed encroachment agreement.

19. REIMBURSEMENT

SCOPE OF REIMBURSEMENT

Activities eligible for funding reimbursement for this Project shall include:

- ROW Acquisition
- Utility Relocation
- Construction

REIMBURSEMENT GUIDANCE

The Municipality shall adhere to applicable administrative requirements of Title 2 Code of Federal Regulations, Part 200 (www.fhwa.dot.gov/legsregs/directives/fapgtoc.htm) "Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards." Reimbursement to the Municipality shall be subject to the policies and procedures contained in Title 23 Code of Federal Regulations, Part 140 and Part 172, which is being incorporated into this Agreement by reference at www.fhwa.dot.gov/legsregs/directives/fapgtoc.htm. Reimbursement to the Municipality shall be subject to the guidance contained in Title 2 Code of Federal Regulations, Part 170 (<http://edocket.access.gpo.gov/2010/pdf/2010-22705.pdf>) and Office of Management and Budget (OMB) "Federal Funding Accountability and Transparency Act" (FFATA). Said reimbursement shall also be subject to the Department being reimbursed by the Federal Highway Administration and subject to compliance by the Municipality with all applicable federal policy and procedures.

REIMBURSEMENT LIMITS

▪ WORK PERFORMED BEFORE NOTIFICATION

Any costs incurred by the Municipality prior to written notification by the Department to proceed with the work shall not be eligible for reimbursement.

▪ NO REIMBURSEMENT IN EXCESS OF APPROVED FUNDING

At no time shall the Department reimburse the Municipality costs that exceed the total funding per this Agreement and any Supplemental Agreements.

▪ UNSUBSTANTIATED COSTS

The Municipality agrees that it shall bear all costs for which it is unable to substantiate actual costs or any costs that have been deemed unallowable by the Federal Highway Administration and/or the Department's Financial Management Division.

▪ WORK PERFORMED BY NCDOT

All work performed by the Department on this Project, including, but not limited to, reviews, inspections, and Project oversight, shall reduce the maximum award amount of \$1,564,080 available to the Municipality under this Agreement. The Department will bill the Municipality for the non-federal match of any costs that the Department incurs on the Project and for any costs that exceed the Total Estimated Cost.

- **CONSTRUCTION ADMINISTRATION**

Reimbursement for construction contract administration will be made as governed by Departmental policy that limits reimbursement for construction contract administration to no more than fifteen (15%) percent of the actual construction contract of the Project. These costs will also include any cost overruns and charges to the Project by the Department during the Construction Phase.

- **CONSTRUCTION CONTRACT UNIT PRICES**

Reimbursement for construction contract work will be made on the basis of contract unit prices in the construction contract and any approved change orders.

- **RIGHT OF WAY**

Reimbursement will be limited to the value as approved by the Department. Eligible costs for reimbursement of Right of Way Acquisition include: realty appraisals, surveys, closing costs, and the agreed upon just compensation for the property, at the reimbursement rate as shown in the FUNDING TABLE.

- **FORCE ACCOUNT**

Invoices for force account work shall show a summary of labor, labor additives, equipment, materials and other qualifying costs in conformance with the standards for allowable costs set forth in 2 CFR 200 "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards." Reimbursement shall be based on actual eligible costs incurred with the exception of equipment owned by the Municipality or its Project partners. Reimbursement rates for equipment owned by the Municipality or its Project partners cannot exceed the Department's rates in effect for the time period in which the work is performed.

BILLING THE DEPARTMENT

- **PROCEDURE**

The Municipality may bill the Department for eligible Project costs in accordance with the Department's guidelines and procedures. Proper supporting documentation shall accompany each invoice as may be required by the Department. By submittal of each invoice, the Municipality certifies that it has adhered to all applicable state and federal laws and regulations as set forth in this Agreement.

Along with each invoice, the Municipality is responsible for submitting the FFATA Subrecipient Information Form, which is available at <https://connect.ncdot.gov/municipalities/Funding/Pages/default.aspx>.

- **INTERNAL APPROVALS**

Reimbursement to the Municipality shall be made upon approval of the invoice by the Department's Financial Management Division.

- **TIMELY SUBMITTAL OF INVOICES**

The Municipality may invoice the Department monthly for work accomplished, but no less than once every six (6) months to keep the Project funds active and available. If the Municipality is unable to invoice the Department, then they must provide an explanation. Failure to submit invoices or explanation may result in de-obligation of funds.

- **FINAL INVOICE**

All invoices associated with the Project must be submitted within six (6) months of the completion of construction and acceptance of the Project to be eligible for reimbursement by the Department. Any invoices submitted after this time will not be eligible for reimbursement.

20. REPORTING REQUIREMENTS AND RECORDS RETENTION

PROJECT EVALUATION REPORTS

The Municipality is responsible for submitting quarterly Project evaluation reports, in accordance with the Department's guidelines and procedures, that detail the progress achieved to date for the Project.

PROJECT RECORDS

The Municipality and its agents shall maintain all books, documents, papers, accounting records, Project records and such other evidence as may be appropriate to substantiate costs incurred under this Agreement. Further, the Municipality shall make such materials available at its office and shall require its agent to make such materials available at its office at all reasonable times during the contract period, and for five (5) years from the date of payment of the final voucher by the Federal Highway Administration, for inspection and audit by the Department's Financial

Management Section, the Federal Highway Administration, or any authorized representatives of the Federal Government.

21. OTHER PROVISIONS

REFERENCES

It will be the responsibility of the Municipality to follow the current and/or most recent edition of references, websites, specifications, standards, guidelines, recommendations, regulations and/or general statutes, as stated in this Agreement.

INDEMNIFICATION OF DEPARTMENT

The Municipality agrees to indemnify and hold harmless the Department, FHWA and the State of North Carolina, to the extent allowed by law, for any and all claim for payment, damages and/or liabilities of any nature, asserted against the Department in connection with this Project. The Department shall not be responsible for any damages or claims, which may be initiated by third parties.

DEBARMENT POLICY

It is the policy of the Department not to enter into any agreement with parties that have been debarred by any government agency (Federal or State). By execution of this agreement, the Municipality certifies that neither it nor its agents or contractors are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any Federal or State Agency or Department and that it will not enter into agreements with any entity that is debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction.

TITLE VI - CIVIL RIGHTS ACT OF 1964

The Municipality shall comply with Title VI of the Civil Rights Act of 1964, (Title 49 CFR, Subtitle A, Part 21). Title VI prohibits discrimination on the basis of race, color, national origin, disability, gender, and age in all programs or activities of any recipient of Federal assistance.

OTHER AGREEMENTS

The Municipality is solely responsible for all agreements, contracts, and work orders entered into or issued by the Municipality for this Project. The Department is not responsible for any expenses or obligations incurred for the Project except those specifically eligible for Congestion Mitigation and Air Quality funds and obligations as approved by the Department under the terms of this Agreement.

AVAILABILITY OF FUNDS

All terms and conditions of this Agreement are dependent upon, and, subject to the allocation of funds for the purpose set forth in the Agreement and the Agreement shall automatically terminate if funds cease to be available.

IMPROPER USE OF FUNDS

Where either the Department or the FHWA determines that the funds paid to the Municipality for this Project are not used in accordance with the terms of this Agreement, the Department will bill the Municipality.

TERMINATION OF PROJECT

If the Municipality decides to terminate the Project without the concurrence of the Department, the Municipality shall reimburse the Department one hundred percent (100%) of all costs expended by the Department and associated with the Project.

AUDITS

In accordance with 2 CFR 200 "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," Subpart F – Audit Requirements, and the Federal Single Audit Act Amendments of 1996, the Municipality shall arrange for an annual independent financial and compliance audit of its fiscal operations. The Municipality shall furnish the Department with a copy of the annual independent audit report within thirty (30) days of completion of the report, but not later than nine (9) months after the Municipality's fiscal year ends.

REIMBURSEMENT BY MUNICIPALITY

For all monies due the Department as referenced in this Agreement, reimbursement shall be made by the Municipality to the Department within sixty (60) days of receiving an invoice. A late

payment penalty and interest shall be charged on any unpaid balance due in accordance with NCGS 147-86.23.

USE OF POWELL BILL FUNDS

If the other party to this agreement is a Municipality and fails for any reason to reimburse the Department in accordance with the provisions for payment hereinabove provided, NCGS 136-41.3 authorizes the Department to withhold so much of the Municipality's share of funds allocated to Municipality by NCGS 136-41.1, until such time as the Department has received payment in full.

ENTIRE AGREEMENT

This Agreement contains the entire agreement between the parties and there are no understandings or agreements, verbal or otherwise, regarding this Agreement except as expressly set forth herein.

AUTHORIZATION TO EXECUTE

The parties hereby acknowledge that the individual executing the Agreement on their behalf is authorized to execute this Agreement on their behalf and to bind the respective entities to the terms contained herein and that he has read this Agreement, conferred with his attorney, and fully understands its contents.

FACSIMILE SIGNATURES

A copy or facsimile copy of the signature of any party shall be deemed an original with each fully executed copy of the Agreement as binding as an original, and the parties agree that this Agreement can be executed in counterparts, as duplicate originals, with facsimile signatures sufficient to evidence an agreement to be bound by the terms of the Agreement.

GIFT BAN

By Executive Order 24, issued by Governor Perdue, and NCGS 133-32, it is unlawful for any vendor or contractor (i.e. architect, bidder, contractor, construction manager, design professional, engineer, landlord, offeror, seller, subcontractor, supplier, or vendor), to make gifts or to give favors to any State employee of the Governor's Cabinet Agencies (i.e. Administration, Commerce, Environmental Quality, Health and Human Services, Information Technology, Military

and Veterans Affairs, Natural and Cultural Resources, Public Safety, Revenue, Transportation, and the Office of the Governor).

22. SUNSET PROVISION

All terms and conditions of this Agreement are dependent upon, and subject to, the allocation of funds for the purpose set forth in the Agreement and the Agreement shall automatically terminate if funds cease to be available.

IT IS UNDERSTOOD AND AGREED that the approval of the Project by the Department is subject to the conditions of this Agreement, and that no expenditures of funds on the part of the Department will be made until the terms of this Agreement have been complied with on the part of the Municipality.

IN WITNESS WHEREOF, this Agreement has been executed, in duplicate, the day and year heretofore set out, on the part of the Department and the Municipality by authority duly given.

L.S. ATTEST:

CITY OF HIGH POINT

BY: *Lisa D. Vierling*
TITLE: City Clerk

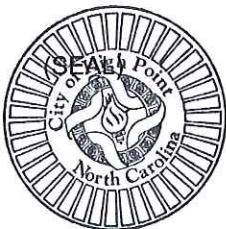
BY: *[Signature]*
TITLE: Mayor

DATE: 12/3/2018

NCGS 133-32 and Executive Order 24 prohibit the offer to, or acceptance by, any State Employee of any gift from anyone with a contract with the State, or from any person seeking to do business with the State. By execution of any response in this procurement, you attest, for your entire organization and its employees or agents, that you are not aware that any such gift has been offered, accepted, or promised by any employees of your organization.

Approved by City Council of the City of High Point as attested to by the signature of Lisa Vierling Clerk of the Council on 12/3/2018 (Date)

This Agreement has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.



(FINANCE OFFICER)

Federal Tax Identification Number
56-6000231

City of High Point

Remittance Address:

P.O. Box 230

High Point, NC 27261

DEPARTMENT OF TRANSPORTATION

BY: _____
(CHIEF ENGINEER)

DATE: _____

APPROVED BY BOARD OF TRANSPORTATION ITEM O: _____ (Date)



CITY OF HIGH POINT

AGENDA ITEM

Title: Application for Section 108 loan from HUD and Action Plan Amendment

From: Michael E. McNair, Director

Meeting Date: 12/3/2018

Advertising Date: 10/21/2018

Public Hearing: Yes

Advertised By: High Point Enterprise

Attachments: Project data table & site plan
Executive Summary of the Section 108 Application
Resolution approving the Section 108 Loan Application for the Avondale Trace Development

PURPOSE:

This is the second of two public hearings required to complete the Section 108 loan application process which also requires substantial amendments to the City's 2018-19 Annual Action Plan and the 2015-19 Consolidated Plan. The Section 108 loan from the Department of Housing and Urban Development (HUD) will be used to support construction of the Avondale Trace multi-family housing development (72 units). The Section 108 loan will allow staff to reprogram a loan of HOME program funds previously authorized by Council in the amount of \$650,000.00 to Wynnefield Properties to construct the apartments. The HOME funds could then be reallocated to other local affordable housing activities.

BACKGROUND:

The Section 108 Loan Guarantee Program is a HUD financing source that allows entitlement cities to secure federal loans large enough to pursue CDBG eligible projects. Entitlement cities are eligible to borrow up to five times their allocation less any outstanding debt. The current eligible section 108 borrowing capacity for the City is estimated to be \$996,960.00. HUD has advised us to only apply for the \$650,000.00 loan at this time.

Council conducted the first public hearing on November 5, 2018 to initiate the Section 108 application process. A 30-day public comment period was established to receive citizen input on the application from November 1 through December 1, 2018; no comments were received.

BUDGET IMPACT:

A budget amendment will be submitted for Council action upon HUD approval.

RECOMMENDATION / ACTION REQUESTED:

The Community Development and Housing Department recommends Council's favorable consideration on the following:

1. Resolution approving the Section 108 Application for the Avondale Trace Development
2. Approve the amendment to the 2015-16 Annual Action Plan and 2015-19 Consolidated Plan and that the appropriate City official and/or employee be authorized to execute all necessary documents.

Avondale Trace Site Plan

Project Data

- 5206 W. Wendover Avenue
- 72 multi-family apartments
- 7.75 acre site
- Unit Mix:
 - o (12) 1-BR @ 705 sq ft
 - o (36) 2-BR @ 967 sq ft
 - o (24) 3-BR units @ 1,134 sq ft
- Estimated cost = \$9,885,899
- Requested CHP loan = \$650,000
- Monthly rents range from \$235 to \$795

*Project received the maximum site score possible from NCHFA





Section 108 Loan Guarantee Program

Draft Application for Public Review and Comment (November 1 - November 30, 2018)

Submitted by

Community Development & Housing
211 S. Hamilton Street
High Point, North Carolina 27260



Executive Summary

The City of High Point is requesting a Section 108 Loan Guarantee Program allocation in the amount of \$650,000 and proposes to utilize these resources in support of an upcoming multi-family housing development. The application is in keeping with the Section 108 project eligibility requirements as outlined in 24 CFR 570.703, which includes acquisition of real property; and construction, reconstruction, or installation of public facilities (including street, sidewalk, and other site improvements).

Statement of Need

Affordable rental housing construction is identified as a priority need in the City of High Point's 2015-2019 Consolidated Plan, to serve extremely low, low-income, and disabled individuals and families. Activities undertaken will expand the supply of affordable housing, promote the development of affordable rental units in high opportunity areas, and develop public-private partnerships to support construction of rental units.

Recent housing market studies have revealed a significant number of High Point residents that need housing that is decent, safe and affordable. The market study for the proposed project estimates a demand pool in the project's Primary Market Area (PMA) of 1,205 units (net demand). Note that the PMA for this project is not inclusive of the entire city limits of High Point, so the true demand for affordable housing in the community at-large is greater. Upon the opening of the most recently completed LIHTC development, Kirkwood Crossing, the developer received more than 2000 applications for 84 available units.

Project Description

Avondale Trace is a multi-family, affordable housing community that will target families with incomes between 40% and 60% of the area median income limits. The community will consist of 72 units within 4 three story buildings, which will include 12 one bedroom, 36 two bedroom, and 24 three bedroom units. There will be a clubhouse building, playground and picnic area onsite as well. This community will be an attractive addition to an already attractive and growing area of North High Point.

Substantial Amendments to the 2015-2019 Consolidated Plan and 2018-2019 Annual Action Plan

Upon approval, this application will constitute a substantial amendment to the City of High Point's 2015-2019 Consolidated Plan and the recently submitted FY 2018-2019 Annual Action Plan. Specifically, the application will amend the resources expected to be available for the 2018-2019 program year to include \$650,000 in Section 108 Loan Guarantee funds, which will be used in support of the Avondale Trace project.

Calculation of Section 108 Allocation

CDBG Allocation in 2018	\$	932,192
Maximum Section 108 Allocation	\$	4,660,960
Section 108 Balance Outstanding	\$	3,664,000
Section 108 - Available Allocation	\$	996,960

Sources/Uses

Sources:		
Section 108 Loan Proceeds		\$650,000
Uses:		
Acquisition/Site Improvements (Avondale Trace)		\$650,000

Eligible Activity & National Objective

The proposed use of these funds for public improvements (e.g., water/sewer, curb/gutter, sidewalks, etc.) supporting multi-family developments benefiting low- and moderate-income persons is eligible per 24 CFR 570.703(f). The proposed uses of these proceeds for acquisition and the construction/rehab/installation of public facilities are eligible per 24 CFR 570.703(a) and 570.703(l).

This program will meet the National Objective - activities benefiting low- and moderate-income persons - per 24 CFR 570.208(a).

Partnerships

The City shall partner with an experienced for-profit developer of affordable multi-family housing, Wynnefield Properties, who has been successful in applying for and securing Low-Income Housing Tax Credits (LIHTC) for proposed projects. The developer was approved in August 2018 for an allocation of LIHTC for the Avondale Trace project and is expected to construct 72 units of affordable rental housing. The City has previously partnered with Wynnefield by providing gap financing for four LIHTC projects in High Point - 54 units at Admiral Pointe (HOME - \$560,000),

58 units at Addington Ridge (Section 108 - \$1,350,000), 84 units at Kirkwood Crossing (Section 108 - \$2,000,000), and 84 units at Hartley Ridge (Section 108 - \$694,000).

Collateral and Repayment

All investments will be in the form of a loan and shall be secured by a mortgage encumbering the property (2nd lien, minimum). The Borrower shall be required to execute a deed of trust, security agreement, assignment of leases, rents, and other profits and other customary security documents in forms customarily used for loans of this type.

Loan repayment shall come from the net operating income (NOI) of the project, which will be verified by project underwriting. The City will supplement the payments as needed to develop a viable debt service schedule. During the construction and lease up phase of the project, there is no revenue, and NOI does not stabilize until after Year 1. To better match the revenue with expenses, the City would prefer a deferment of payments during the interim financing period.

Project Implementation and Timeline

Wynnefield Properties was approved for a LIHTC allocation in August 2018 by the North Carolina Housing Finance Agency (NCHFA). The process currently underway by the City is to change the funding source from HOME funds, as originally committed to the project, to Section 108 Loan Guarantee funds. At the end of the Citizen Participation process required for this application and the necessitated plan amendments, a request will be made at the December 3, 2018 regularly scheduled City Council meeting for approval of the application and its submission to HUD.

Project Type

The City shall limit its investments to acquisition and public improvements to the property to facilitate the construction of multi-family developments that benefit low- and moderate-income persons that will generate sufficient cash flow to repay the City's loan toward the project.

Loan Size

The Section 108 funds for acquisition and public improvements in support of the Avondale Trace affordable housing project shall not exceed \$650,000. Once the City has acquired and improved the property, the property will be conveyed to the LIHTC developer and the City's investment shall be secured by a mortgage lien to the developer.

Method of Repayment & Terms (Developer)

The principal and interest amount of each note evidencing each loan shall be payable in annual installments calculated using an amortization period not to exceed twenty (20) years with the payments received from the development equaling the maximum amount available for debt service as allowed by the NCHFA Qualified Allocation Plan (QAP). The loan is expected to be based on a 20-year amortization schedule with annual principal and interest payments, concluding with a balloon payment of the balance owed, to include any accrued interest that has not been paid. The amount of the balloon will be finalized in negotiation with HUD.

Section 108 Debt Service (City of High Point)

The City will pay Section 108 debt service from project debt service payments it receives from project proceeds. To secure repayment of its guaranteed loan, the City will pledge its interest in the project loan secured by liens on the real estate. The City also pledges its CDBG funds as security for repaying its Section 108 Loan Guarantee. In addition, the City will collect an origination fee from the borrower and purchase a 10-year Treasury bond as an additional source for future interest and principal payments, if required. Finally, the City shall supplement payments from the development as needed to ensure payments made to HUD fulfill bond debt requirements.

Proposed Loan Repayment Schedule (City of High Point)

The proposed repayment schedule will consist of annual principal and interest payments, with a balloon payment along with any accrued interest in Year 20.

PROPOSED REPAYMENT SCHEDULE

<u>Year</u>	<u>Principal Balance</u>	<u>Interest Rate</u>	<u>Interest Paid</u>	<u>Principal Paid</u>	<u>Total Pymt to HUD</u>
1	\$ 650,000.00	0.31%	\$ 2,015.00	\$ 27,985.00	\$ 30,000.00
2	\$ 622,015.00	0.43%	\$ 2,674.66	\$ 27,325.34	\$ 30,000.00
3	\$ 594,689.66	0.67%	\$ 3,984.42	\$ 26,015.58	\$ 30,000.00
4	\$ 568,674.09	0.93%	\$ 5,288.67	\$ 24,711.33	\$ 30,000.00
5	\$ 543,962.75	1.22%	\$ 6,636.35	\$ 23,363.65	\$ 30,000.00
6	\$ 520,599.10	1.54%	\$ 8,017.23	\$ 21,982.77	\$ 30,000.00
7	\$ 498,616.33	1.77%	\$ 8,825.51	\$ 21,174.49	\$ 30,000.00
8	\$ 477,441.83	2.05%	\$ 9,787.56	\$ 20,212.44	\$ 30,000.00
9	\$ 457,229.39	2.45%	\$ 11,202.12	\$ 18,797.88	\$ 30,000.00
10	\$ 438,431.51	2.56%	\$ 11,223.85	\$ 18,776.15	\$ 30,000.00
11	\$ 419,655.36	2.70%	\$ 11,330.69	\$ 18,669.31	\$ 30,000.00
12	\$ 400,986.05	2.91%	\$ 11,668.69	\$ 18,331.31	\$ 30,000.00
13	\$ 382,654.75	2.96%	\$ 11,326.58	\$ 18,673.42	\$ 30,000.00
14	\$ 363,981.33	3.01%	\$ 10,955.84	\$ 19,044.16	\$ 30,000.00
15	\$ 344,937.17	3.09%	\$ 10,658.56	\$ 19,341.44	\$ 30,000.00
16	\$ 325,595.73	3.10%	\$ 10,093.47	\$ 19,906.53	\$ 30,000.00
17	\$ 305,689.19	3.21%	\$ 9,812.62	\$ 20,187.38	\$ 30,000.00
18	\$ 285,501.82	3.26%	\$ 9,307.36	\$ 20,692.64	\$ 30,000.00
19	\$ 264,809.18	3.36%	\$ 8,897.59	\$ 21,102.41	\$ 30,000.00
20	\$ 243,706.76	3.46%	\$ 8,432.25	\$ 243,706.76	\$ 252,139.02
		<i>Interest Paid</i>	\$ 172,139.02		

AMENDMENT TO THE 2018-2019 ANNUAL ACTION PLAN AND 2015-2019 CONSOLIDATED PLAN

The City of High Point Community Development & Housing (CD&H) Department is proposing to revise the Annual Action Plan for 2018-2019, submitted to the Department of Housing & Urban Development (HUD) on or about June 26, 2018. As revised, the amended 2018-2019 Annual Action Plan is a component of the City's 2015-2019 Consolidated Plan. With the submission of a new Section 108 Loan Guarantee application, the expected resources available for programming will substantially increase.

The City of High Point proposes that the 2018-2019 Annual Action Plan be amended, in accordance with its Citizen Participation Plan and the regulations governing the Community Development Block Grant (CDBG) Program. The amendments listed below are proposed for public review and comment:

2018-2019 Annual Action Plan

- AP-15 Expected Resources
 - o New funding source - anticipate receipt of \$650,000 in Section 108 Loan Guarantee funds to support affordable rental housing development
- AP-38 Project Summary
 - o Change in funding source - propose to change the funding source for the Avondale Trace project from HOME funds to Section 108 Loan Guarantee funds in the amount of \$650,000
 - o New project - addition of a new project, Affordable Rental Housing Construction, to reallocate the HOME funds, \$650,000, for a future Low-Income Housing Tax Credit (LIHTC) project.

Public Comments/City Council Action

Because this Section 108 application constitutes a substantial amendment to the City's 2015-2019 Consolidated Plan and 2018-2019 Annual Action Plan, a 30-day public review and comment period is required to meet citizen participation requirements. Copies of the draft Section 108 loan application are available for public review and comment beginning Thursday, November 1, 2018 at the following locations:

- Community Development & Housing Department, 211 S. Hamilton Street, Suite 312, 3rd Floor (City Hall)
- High Point Housing Authority, 500 E. Russell Street
- YWCA, 1112 Gatewood Avenue
- High Point Public Library, 901 N. Main Street
- Community and Neighborhood Development Center, 201 Fourth Street

In addition, the document can be viewed on our website at www.highpointnc.gov/cd.

PUBLIC HEARINGS: The first public hearing for the Section 108 loan application, Consolidated Plan amendment, and Annual Action Plan amendment will be held Monday, November 5, 2018 at 5:30 p.m. before City Council during their regularly scheduled meeting in the City Council Chambers located at City Hall (211 S. Hamilton Street, High Point, NC 27260).

After the 30-day review and comment period has ended, a second public hearing on these documents will be held Monday, December 3, 2018 at 5:30 p.m. before City Council during their regularly scheduled meeting in the City Council Chambers located at City Hall (211 S. Hamilton Street, High Point, NC 27260). At the close of the public hearing, the City of High Point will move forward with the process for formal approval of the application and submission to HUD.

Persons with disabilities or who otherwise need assistance should contact Cindy Duncan-Smith at (336) 883-3293 in advance of the public hearing.

WRITTEN COMMENTS: The City of High Point will receive written comments until 5:00 p.m., November 30, 2018. Comments can be sent via email to Thanena Wilson at thanena.wilson@highpointnc.gov, by fax to (336) 883-3355, or mailed to City of High Point Community Development Department, Attn: Thanena Wilson (Public Comment), P. O. Box 230, High Point, NC 27261. All mailed comments must be received in our office no later than November 30, 2018.

Si necesita esta información en español, por favor póngase en contacto con Thanena Wilson (336) 883-3351.

Attachments

- Avondale Trace - Site Plan
- Avondale Trace - Aerial Map

**A RESOLUTION OF THE HIGH POINT CITY COUNCIL PROVIDING
CONSENT TO A SECTION 108 LOAN AUTHORIZATION FROM THE
FEDERAL GOVERNMENT’S HOUSING AND URBAN DEVELOPMENT
(HUD) DEPARTMENT IN THE AMOUNT OF \$650,000.00; APPROVING
AND PROVIDING SECURITY FOR THAT CERTAIN HUD SECTION 108 LOAN
IN THE AMOUNT OF \$650,000.00; AND THE EXPENDITURE OF SAID FUNDS
FOR THE DEVELOPMENT OF A LOW INCOME TAX CREDIT DEVELOPMENT
KNOWN AS AVONDALE TRACE**

WHEREAS, the City receives an annual allocation of Community Development Block Grant (“CDBG”) funding from the U. S. Department of Housing and Urban Development (“HUD”) to use for a variety of eligible projects defined through federal regulations, and as a participant in this program, the City is eligible to apply for Section 108 Loan Guarantee funding; and

WHEREAS, Section 108 is a part of HUD’s CDBG program and provides communities with a source of financing for activities such as economic development projects and public improvements, making it an important public investment tool offered by HUD to local governments; and

WHEREAS, the City seeks to apply for a Section 108 Loan Authorization in the amount of \$650,000.00; and

WHEREAS, the City seeks to use its Section 108 Loan Authorization in the amount of \$650,000.00 to enable the City to acquire property located at 5206 West Wendover Avenue, High Point, North Carolina, Tax Parcel #154826, recorded in Deed Book 5125, Page 301 of the Guilford County Register of Deeds; and

WHEREAS, the City will repay the loan to HUD over a period of twenty (20) years, making payments as required by HUD, with a balloon payment of all unpaid principal in the 20th year; and

WHEREAS, pursuant to statutory and regulatory requirements, the City must pledge by Resolution its current and future Community Development Block Grant Funds as security for repayment of said Loan.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of High Point, North Carolina, as follows:

(1) That pursuant to 24 CFR 570.705(b)(2) the City does pledge its current and future Community Development Block Grant Funds for repayment of the Section 108 loan in the amount of \$650,000.00.

(2) That the Section 108 loan in the amount of \$425,000.00 may be used to enable the City to acquire property located at 5206 West Wendover Avenue, High Point, North Carolina, Tax Parcel 154826 and recorded in Deed Book 5125, Page 301 of the Guilford County Register of Deeds.

(3) That for the construction of the improvements, the City will enter into a ground lease with Avondale Trace, LLC for the sum of \$1.00, and Avondale Trace, LLC will grant a Promissory Note and Leasehold Deed of Trust to the City for \$225,000.00 to finance the improvements.

(4) That Avondale Trace, LLC will have an option to purchase the Property, which when exercised, shall be for a purchase price equal to its appraised value, which purchase price will be paid through a Purchase Money Note and Deed of Trust in favor of the City in the amount of said purchase price plus the amount of the payoff on the \$225,000.00 improvement loan.

(5) That the terms of said purchase money financing shall be for a twenty-year term with interest at 2% per annum and nineteen (19) payments of interest only on the unpaid principal balance with the condition that the principal and interest payments for Rental Production Program funds and any local government financing will be equal to the anticipated net operating income divided by 1.15, less conventional debt service.

(6) That In the event Borrower realizes a greater cash flow than anticipated in the project proforma, it agrees to accelerate the payment of the Loan provided that such acceleration is not in violation of any of the loan documents between Borrower and the other Lenders and Tax Credit Investors pertaining to this project and such prepayments will be made prorata in conjunction with the other obligations of the Borrower. All unpaid principal and any unpaid accrued interest shall be due and payable in a balloon payment at the end of the term.

(7) That the City will utilize the payments received from Avondale Trace, LLC under said Promissory Note to offset the amounts of the payments made by the City to HUD on the Section 108 loan.

(8) That the City Manager and his appropriate designee(s) are hereby authorized and directed to execute any and all documents on behalf of the City as may be necessary to effectuate the completion of the loan process, including, but not limited to, the Ground Lease with Avondale Trace, LLC, and the deed to Avondale Trace, LLC, upon exercise of the Option.

Adopted, this the 3rd day of December, 2018.

Jay W. Wagner, Mayor, City of High Point

ATTEST:

Lisa B. Vierling,
City Clerk