

City of High Point

*Municipal Office Building
211 South Hamilton Street
High Point, NC 27261*



Meeting Agenda

Monday, June 19, 2017

5:30 PM

Council Chambers

City Council

*William S. Bencini, Jr., Mayor
Jay W. Wagner, Mayor Pro Tem
Latimer B. Alexander, IV., Cynthia Y. Davis
James C. Davis, Jason P. Ewing,
Jeffrey J. Golden, Alyce E. Hill,
Christopher Williams*

ROLL CALL, PRAYER, AND PLEDGE OF ALLEGIANCE**REGULAR AGENDA ITEMS****FINANCE COMMITTEE - Council Member J. Davis, Chair**

- [170182](#) U.S. Department of Federal Transit Administration - Title VI Program Council is requested to approve a Title VI program to comply with regulations issued by the U.S. Department of Transportation (DOT). This is required as the City is a recipient of Federal Transit Administration (FTA) funds.
Attachments: [Title VI Program](#)
- [170183](#) Contract - Walker Parking Consultants Council is requested to approve a professional services contract with Walker Parking in the amount of \$95,000 for parking deck structural and operational assessments.
Attachments: [Walker Consulting - Parking Study](#)
- [170184](#) Ordinance - Budget Ordinance Amendment - Market Authority Council is requested to adopt an ordinance amending the 2016-2017 Annual Budget to appropriate funds in the amount of \$35,000 for additional revenue received from Occupancy Tax and Showroom Tax revenue and Business License that have been received above the budgeted amount.
Attachments: [Budget Ordinance Amendment - Market Authority](#)
- [170185](#) Ordinance - Budget Ordinance Amendment - Insurance Reserve Fund Council is requested to adopt an ordinance amending the 2016-2017 Budget Ordinance to increase appropriations in the amount of \$620,000.00 for the Insurance Reserve Fund due to unanticipated increased cost for health care and dentalcare claims.
Attachments: [Budget Ordinance Amendment - Insurance Reserve](#)
- [170206](#) Ordinance - Budget Amendment - Refunding Bonds Council is requested to adopt a budget ordinance amending the 2016-2017 Budget Ordinance to appropriate funds for the issuance of refunding bonds and consequently the retirement of outstanding debt for the Series 2016-GO Refunding Bonds and the Series 2016 W & S Revenue Refunding Bonds.
Attachments: [Budget Ordinance - Refunding Bonds](#)
- [170186](#) Contract - Community Housing Solutions Council is requested to approve a contract with Community Housing Solutions (CHS) in the amount of \$640,535.00 to construct five (5) affordable homes in the Southside neighborhood.

Attachments: [CHS - Southside - Map and Designs V2](#)

- [170187](#) Contract Renewal - The Ferguson Group
Council is requested to authorize the renewal of contract with The Ferguson Group (TFG) for the period of July 1, 2017 - June 30, 2018.

Attachments: [Contract Renewal - The Ferguson Group](#)

- [170188](#) International Home Furnishings Market Authority - 2017-2018 Annual Budget
City Council is requested to consider the FY 2017-2018 annual budget for the International Home Furnishings Market Authority (Market Authority).

Attachments: [High Point Market Authority Budget 2017-2018](#)

- [170189](#) High Point Convention & Visitors Bureau - 2017-2018 Annual Budget/Contract
City Council is requested to consider the annual budget for the High Point Convention & Visitors Bureau (CVB) for FY 2017-2018 and authorize the City Manager to execute contract between the High Point Convention and Visitors Bureau for FY 2017-2018.

Attachments: [High Point CVB Budget - 2017-2018](#)

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

- [170190](#) Resolutions - Conveyance of Property to Community Housing Solutions
Council is requested to adopt resolutions approving the conveyance of five (5) properties to Community Housing Solutions to construct affordable homes in the Southside neighborhood. Properties are identified as: 806 George Place, 605, 608, 610 and 700 Vail Avenue.

Attachments: [Conveyance of Property to CHS](#)

- [170191](#) Ordinance - Demolition of Structure - 324 Amhurst Avenue
Council is requested to adopt an ordinance ordering the Housing Inspector to effectuate the demolition of a dwelling located at 324 Amhurst Avenue belonging to JHS Master Capital, LLC.

Attachments: [324 Amhurst Council Packet](#)

- [170192](#) Ordinance - Demolition of Structure - 806 Meredith Street
Council is requested to adopt an ordinance ordering the Housing Inspector to effectuate the demolition of a dwelling located at 806 Meredith Street belonging to Maria Karkour.

Attachments: [806 Meredith Council Packet](#)

PENDING ITEMS

- [160330](#) Ordinance - Demolition of Structure - 512 Hines Street
Council is requested to adopt an ordinance requiring the building

inspector to effectuate the demolition of a structure located at 512 Hines Street belonging to Eliseo Zavala. (At the November 7, 2016 meeting this item was deferred to the December 5, 2016 Council Meeting. At the December 5, 2016 Council Meeting, Council deferred this item for 60 days or until the February 6, 2017 Council Meeting. At the February 6th Council Meeting, item was placed back in pending. At the May 1, 2017 meeting this item was continued to the May 15, 2017 meeting. At the May 15th Council Meeting this item was deferred for 45 days). At the June 5th meeting item was deferred pending receipt of the executed Supplemental Order from the property owner.

Attachments: [512 Hines St Council 5-1-17 updated](#)

PLANNING & DEVELOPMENT COMMITTEE - Mayor Pro Tem Wagner, Chair

[170193](#)

Resolution of Intent - Annexation 17-05

Approval of a Resolution of Intent that establishes a public hearing date of Monday, July 17, 2017, at 5:30 p.m. to consider a voluntary contiguous annexation of approximately 71 acres lying east of Sandy Ridge Road, west of Kendale Road and south of the intersection of Sandy Ridge Road and John Knox Drive. The property is known as Guilford County Tax Parcels 0171336 (portion) 0171341 (portion), 0171316, 0171348, 0171314, and 0171313 (portion).

Attachments: [1. Council ROI Cover Memo - AN17-05](#)

[170194](#)

Resolution of Intent - Annexation 17-06

Approval of a Resolution of Intent that establishes a public hearing date of Monday, July 17, 2017, at 5:30 p.m. to consider a voluntary contiguous annexation of an approximate 0.26-acre parcel lying along the south side of E. Martin Luther King Jr. Drive, approximately 875 feet east of Triangle Lake Road (3406 E. Martin Luther King Jr. Drive). The property is known as Guilford County Tax Parcel 0161207.

Attachments: [2. Council ROI Cover Memo - AN17-06](#)

[170202](#)

Conservation Easement for Hartley Drive Project

Council is requested to approve the conveyance of a Conservation Easement as requested by the US Army Corps of Engineers and designated on the 404 Permit for the Hartley Drive Widening Project # 2287.

Attachments: [Hartley Drive Conservation Easement](#)

PUBLIC HEARINGS - Planning & Development Committee

[170157](#)

Ordinance - North Carolina State Employees Credit Union - Zoning Map Amendment 17-03

A request by the North Carolina State Employees Credit Union to rezone approximately 4.2-acres from the Office Institutional (OI) District to a Conditional Zoning Limited Business (CZ-LB) District. The site is

lying along the west side of Westchester Drive, approximately 430 feet south of Chestnut Drive (1638 Westchester Drive). (At the request of the petitioner, this item was deferred at the May 15, 2017 meeting.)

Attachments: [3. Staff Report\(ZA-17-03\)](#)

[170195](#)

Ordinance - Bales Memorial Wesleyan Methodist Church - Annexation 17-02

A request by Bales Memorial Wesleyan Methodist Church to consider a voluntary contiguous annexation of approximately 4.65 acres lying along the north and south sides of Bales Chapel Road, approximately 1,700 feet east of Dillon Road (1000, 1001, and 1002 Bales Chapel Road). The property is known as Guilford County Tax Parcel 0160515, 0160166 and 0160150.

Attachments: [5. AN17-02 Staff Report](#)

[170196](#)

Ordinance - Bales Memorial Wesleyan Methodist Church - Zoning Map Amendment 17-04

A request by Bales Memorial Wesleyan Methodist Church to rezone an approximate 0.44-acre parcel from the Residential Single Family-40 (RS-40) District, within Guilford County's zoning jurisdiction, to the Residential Single Family-3 (R-3) District. The site is lying along the north side of Bales Chapel Road, approximately 1,700 feet east of Dillon Road (1001 Bales Chapel Road). Approval of this rezoning request is contingent upon City Council approval of a voluntary annexation request.

Attachments: [5. Staff Report \(ZA-17-04\)](#)

[170197](#)

Ordinance - Space Properties, LLC - Zoning Map Amendment 17-05

A request by Space Properties, LLC to rezone an approximate 0.88-acre parcel from a Conditional Use Transitional Office (CU-TO) District to a Conditional Zoning Office Institutional (OI) District. The site is lying at the southwest corner of Eastchester Drive and Plainview Drive (2211 Eastchester Drive).

Attachments: [6. Staff Report \(ZA-17-05\)](#)

[170198](#)

Ordinance - Peters Holdings, LLC - Zoning Map Amendment 17-06

A request by Peters Holdings, LLC to rezone approximately 11.09 acres from a Conditional Use Office Institutional (CU-OI) District to a Conditional Zoning Office Institutional (CZ-OI) District. The site is lying west of Skeet Club Road, north of Whites Mill Road and along both sides of Peters Court.

Attachments: [7. Staff Report \(ZA-17-06\)](#)

[170199](#)

Ordinance - Rehab Engineering, PC - Zoning Map Amendment 17-07

A request by Rehab Engineering, PC to rezone an approximate 0.79-acre parcel from the Light Industrial (LI) District to the Central Business (CB) District. The site is lying along the east side of S. Hamilton Street, approximately 60 feet north of E. Russell Avenue (317

S. Hamilton Street).

Attachments: [8. Staff Report \(ZA-17-07\)](#)

[170200](#)

Resolution - Ghulam Khan - Street Abandonment 17-01

A request by Ghulam Khan to abandon excess right-of-way lying at the southwest corner of S. Main Street and Kendall Avenue.

Attachments: [10. SA 17-01 Staff Report](#)

[170201](#)

Ordinance - Lucky-7 Development Group - Zoning Map Amendment 17-08

A request by Lucky-7 Development Group to rezone an approximate 0.42-acre parcel from a Conditional Use Central Business (CU-CB) District to a Conditional Zoning Central Business (CZ-CB) District. The site is lying at the southwest corner of S. Lindsay Street and W. High Street (100 S. Lindsay Street).

Attachments: [10. Staff Report \(ZA-17-08\)](#)

GENERAL BUSINESS AGENDA

[170203](#)

Declaring a Vacancy - Planning & Zoning Commission
Council is requested to declare a seat on the Planning & Zoning Commission vacant due to a member's excessive absences that will allow for a future appointment by the City Council.

Attachments: [P&Z vacant due -excessive absences](#)

[170204](#)

Human Relations Commission - 6 Month Work Plan
Council is requested to approve the July - December 2017 Work Plan for the Human Relations Commission.

Attachments: [HRC Work Plan - July - December](#)

[170205](#)

Minutes to be Approved

Finance Committee Meeting; Wednesday, May 31st @ 4:00 p.m.

City Manager's Briefing Session; Monday, June 5th @ 4:00 p.m.

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

Community Housing, Neighborhood Development & Public Safety Committee Meeting; Tuesday, June 6th @ 10:00 a.m.

Prosperity & Livability Committee Meeting; Wednesday, June 7th @ 9:00 a.m.

Attachments: [1. May 31 2017 Finance Committee](#)

[2. June 5 2017 Manager's Briefing](#)

[3. June 5 2017 High Point City Council](#)

[4. June 6 2017 CHND & PS Committee](#)

[5. June 7 2017 Prosperity & Livability Committee](#)

ADJOURNMENT

CITY OF HIGH POINT

AGENDA ITEM



Title: Title VI Program

From: Mark McDonald, P.E., Transportation Director **Meeting Date:** June 19, 2017

Public Hearing: N/A

Advertising Date /

Advertised By: N/A

Attachments: 1. Title VI Program – revised May 2017

PURPOSE:

As a primary recipient of Federal Transit Administration (FTA) funds, the City is required to comply with Title VI regulations issued by the U.S. Department of Transportation (DOT). Every three years FTA requires the City to submit an updated Title VI program in accordance with DOT's 49 CFR Part 21.7 as a condition of receiving ongoing federal funds.

BACKGROUND:

Title VI was enacted as part of the landmark Civil Rights Act of 1964. It prohibits discrimination based on race, color, and national origin in programs and activities receiving federal financial assistance.

Federal Title VI requirements now require each public transportation provider's governing board to approve:

- 1) System-wide Service Standards to ensure that service is provided equitably to minority and non-minority populations;
- 2) System-wide Service Policies to ensure that amenities such as shelters and benches are distributed equitably to minority and non-minority populations; and
- 3) The entirety of Title VI Program to ensure that minorities and low-income individuals have equal access to transit services and that governing boards are aware of the civil rights responsibilities of FTA funded agencies.

BUDGET IMPACT:

N/A

RECOMMENDATION / ACTION REQUESTED:

Staff recommends that City Council approve the Title VI Program for submittal to FTA.



NORTH CAROLINA'S INTERNATIONAL CITY™

Title VI Program

City of High Point
Transit System
PO Box 230
211 S Hamilton St
High Point, NC 27261

Title VI Program

Table of Contents

TABLE OF CONTENTS	1
I. OVERVIEW.....	2
II. PUBLIC OUTREACH	3
III. LEP FOUR FACTOR ANALYSIS	8
IV. LIMITED ENGLISH PROFICIENT LANGUAGE ASSISTANCE PLAN	12
V. TITLE VI COMPLAINT PROCESS.....	20
VI. LIST OF TITLE VI COMPLAINTS	21
VII. NON-ELECTED COMMITTEES/BOARDS	22
VIII.FACILITY CONSTRUCTION EQUITY ANALYSIS	22
IX. SERVICE POLICIES.....	22
X. SERVICE STANDARDS	23
XI. MONITORING SUBRECIPIENTS.....	24

I. Overview

A. Introduction and Purpose

This plan is designed to ensure fair and equitable distribution of transportation services and facilities under City of High Point Transit System purview. Its complimentary parts consist of Title VI (Environmental Justice) and the Public Involvement Process. Public participation is essential to the success of any public planning program or project. Without the involvement of local citizens, it is difficult to design a program that meets the needs of the public or to gauge the project's success. Effective public involvement not only provides transportation officials with new ideas, but it also alerts them to potential environmental justice concerns during the planning stage of a project. Perhaps the most important element of public participation is to engender a sense of ownership among the people who often feel they have no voice or efficient way to influence public policy.

These reasons, combined with a national history of discrimination against persons on the basis of race, color, ethnic origin, age, sex, disability, religion and economic status, has led federal and state governments to set requirements to endure equity of public involvement in federally funded agencies and their associated organizations. It is through the details of these individual programs that the equity and democracy that we embrace in this city is exercised.

For the purposes of this plan the City of High Point is the recipient of federal and state funding for the provision of public transportation services. The funding and services are administered by the transit division (High Point Transit System) of the City of High Point Department of Transportation. The transit division staff is charged with:

1. Making recommendations regarding transit service design and policy to improve the efficiency, effectiveness and level of coordination of the city's transportation program, particularly with respect to the transportation needs of the city's disabled, elderly and general public population; and
2. Developing and promoting needed transportation services and programs for city residents.

B. Objectives

The goal of the plan is to fulfill its purpose by meeting the following objectives:

1. Comply with the public involvement and environmental justice requirements of the Federal and State regulations;

2. Avoid, minimize, or mitigate disproportionately high and adverse human health and environmental effects, including social and economic effects, on minority populations and low-income populations;
3. Provide specific opportunities for High Point citizens and citizen-based organizations to discuss their views and provide input on the subject areas addressed in plans, projects or policies of;
4. Ensure full and fair participation by all potentially affected communities in the transportation decision-making process; and
5. Inform and educate citizens and other interested parties about ongoing transit planning activities in High Point, and their potential role in those activities.

II. PUBLIC OUTREACH

A. Responsibilities and Objectives

High Point Transit System will coordinate with individuals, institutions, and/or organizations to reach out to members in the affected minority/low-income communities. We will strive to provide opportunities for public participation through means other than written communication.

B. Public Meetings

All public meetings will be held in convenient and accessible locations and facilities. Meeting materials will be available in a variety of formats upon request. Request shall be made at least 48 hours before the meeting. A variety of advertising means will be used to inform the media of public meetings. Assistance to persons with disabilities will be available upon previous request.

C. Notice to the Public

The City of High Point Transit System hereby gives public notice of its policy to uphold and assure full compliance with Title VI of the Civil Rights Act of 1964 and all related acts and statutes. Title VI and related statutes prohibiting discrimination in federally assisted programs require that no person in the United States of America shall, on the grounds of race, color, or national origin, be excluded from the participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity receiving Federal assistance.

Any person who believes they have been aggrieved by an unlawful discriminatory practice regarding High Point Transit System programs has a right to file a formal complaint with High Point Transit System. Any such complaint must be in writing

and submitted to the High Point Transit System Title VI Compliance Officer within one hundred eighty (180) days following the date of the alleged occurrence.

For more information regarding the civil rights program, please contact:

Title VI Compliance Officer
High Point Transit System
716 West Kivett Drive
High Point, NC 27262
(336) 883-3424

Este aviso está disponible en Español.

Thông báo này là có sẵn bằng tiếng Việt.

High Point Transit System will provide notice to the public of our Title VI obligations in all transit revenue service vehicles, buildings and general transit information brochures which are disseminated to the public throughout our service area.

This notice is posted in the following locations:

- Inside all revenue service vehicles
- Front entrance to transit system administrative facility
- In the passenger waiting area of the Broad Ave Terminal

D. Public Involvement Process

The main objectives are to:

1. Comply with the public involvement and environmental justice requirements of the Federal and State regulations, and provide specific opportunities for local citizens and citizen-based organizations to discuss their views and provide input on the subject areas addressed in plans, projects or policies of High Point Transit System;
2. Inform and educate citizens and other interested parties about ongoing High Point Transit System planning activities, and their potential role in those activities;
3. Work with other local and state organizations that have similar goals and requirements; and
4. Study other transit organizations that have been successful in Public Participation Efforts.

Experience has shown difficulty in reaching a diverse population and keeping them involved. Federal and State regulations require us to provide the public with information and to reach out and include traditionally under-served populations.

E. Outreach Tools

1. Public Relations

General public relations may be defined as any action that might reach any citizen, whether or not that citizen has specific interest or knowledge regarding transportation planning. This group of techniques includes the followings: announcements targeted at newspapers and radio; posters or pamphlets displayed in public places; and signs posted near future or current transportation project sites. Meetings or hearings that are held in public places and covered by the media can act as general public relations.

These techniques are ways to keep the general public aware of the presence of the planning organization and the status of specific projects so that they may develop an interest and choose to become better informed or actively involved.

2. Public Involvement Tools

There are a broad variety of ways to educate and engage the public. In general, the earlier public involvement is sought, the better. It is also a better use of citizens' free time to participate in a process that will determine the direction of a project that may take years to complete. Citizens may get frustrated when they are invited to join late in the process - when the values and goals have already been decided and the details have been hammered out. The following tools are examples that will be used. The tool will be selected based upon the complexity and number of person impacted by the issue.

Special Events are held to bring attention to a specific activity or issue. Special events may take the form of a fair or special educational lecture with civic groups or other public entities. Special events are a way to expose a large number of people to a project or program.

Surveys are an efficient method of gathering input from a large number of people at an early stage of the planning process. This is particularly useful when trying to understand the goals and aspirations of a community before attempting to address any specific problems. As an outreach tool, surveys are a good way to identify citizens who may want to become further involved. Surveys may be administered in person or on the phone or distributed via mail, on the Internet, or at public places. A labor intensive activity, implementation of survey might be aided by volunteers and student interns.

Community Forums and Agency Meetings are held to discuss programs and activities within communities, and the public is engaged to discuss their needs in general.

Public Hearings are held when a plan has been completed and public review is required before moving forward. As with all of these tools, care must be taken to ensure that the public is made fully aware of the hearing well in advance, and that the goals and values of the plan are clearly stated.

3. **Direct Marketing and Education**

Direct marketing and education is meant to reach out and provide specific information to specific parties. For example, landowners or leaders of an ethnic community may be sought out and personally invited to come to a meeting. Similarly, lower income groups may be specifically targeted to be educated about their rights, or children or families may be targeted to begin a discussion on a specific program. Direct marketing and education can take place through direct mass mailings, radio, press advertising, or through meetings with specific groups of people such as local clubs, homeless people, property owners, or housing authorities. It can also be through making direct phone calls or meeting with key people who desire to participate in a given process. This is the most labor intensive and potentially most fruitful way to create a diverse and active public participation process.

F. Plan Monitoring and Evaluation

Evaluation of the success of any public involvement efforts must be result-oriented. It is never safe to assume that just because people don't come to an event that they are uninterested in the project. The goal is to educate and include the public at all levels of planning, not just to invite them. Evaluation, then, must be two-fold. The first part is to track what efforts are being made, and the results of those efforts, and the second part is to make regular assessments of the success of a technique within a given program, and to strategize for future successes.

G. Tracking Efforts and Success

In order to measure the success of public participation efforts, it is necessary to record the efforts through the following means:

1. Keeping a log of the outreach activities;
2. Keeping copies of any print ads, and transcripts of any public service announcements; and

3. Preparing notes after meetings regarding the overall tone of the meeting and any ideas or observations made regarding the process.

H. Summary of Public Outreach and Involvement Activities

High Point Transit participated in the following events:

April 5, 2014	Triad Commute Challenge
April 22, 2014	High Point University Earth Day Celebration
January 13, 2015	Short Range Transit Plan Public Workshop
March 28, 2015	Triad Commute Challenge
April 16, 2016	Triad Commute Challenge
April 19, 2016	High Point University Earth Day Celebration
April 21, 2017	High Point University Earth Day Celebration

Transit staff continues to work with the Community and Public Engagement Department to reach out to various communities throughout the city to provide information on the transit system and how to access the services.

III. LEP FOUR FACTOR ANALYSIS

A. PURPOSE

The purpose of this assessment is to ensure compliance with Title VI of the Civil Rights Act of 1964 and Section 2 of Executive Order 13166 with respect to persons with limited English proficiency (LEP). Title VI of the Civil Rights Act of 1964 prohibits discrimination based on the grounds of race, color or national origin by any entity receiving federal financial assistance. Administrative methods or procedures, which have the effect of subjecting individuals to discrimination or defeating the objectives of these regulations, are prohibited.

This assessment details the City of High Point Transit System self-assessment and community research and outreach to improve access to its federally conducted programs and activities by eligible individuals who are limited English proficient (LEP).

B. Demography

The City of High Point Transit System has developed a demographic profile of the population served or likely to be served. The following information is based on the most recent data available from the U.S. Census Bureau American Community Survey (ACS).

As of July 1, 2014 The City of High Point has an estimated population of 106,797 individuals. The race and ethnic breakout is as follows:

White	57,335	53.7%
African American	35,925	33.6%
American Indian/Alaskan Native	570	0.5%
Asian	8,012	7.5%
Native Hawaiian/Other Pacific Islander	11	0.0%
Other	2,598	2.4%
Two or more races	2,346	2.2%
Hispanic/Latino	9,196	8.6%

11.9% of the population of High Point is foreign born with 8.5% of those entering the City in 2010 or later and 91.5% entering prior to 2010. 63.2% of those foreign-born individuals are not citizens. The rate of growth in the foreign-born population has remained stable since the last plan update, but the absolute numbers continue to increase.

Using the 2010 – 2014 Average ACS data we see the Region of Birth of Foreign Born Population is as follows:

Europe	6.9%
Asia	44.8%
Africa	8.9%
Oceania	0.0%
Latin America	37.5%
North America	1.9%

15.5% of the population 5 years of age or older in High Point speaks a language other than English at home and of that 7.9% speak English less than “very well.”

Spanish	6.8%
Speak English less than “very well”	4.0%
Indo-European languages	3.8%
Speak English less than “very well”	1.5%
Asian & Pacific Island languages	4.1%
Speak English less than “very well”	2.0%
Other languages	.9%
Speak English less than “very well”	.4%

These figures have not remained static. Comparing the new 2014 estimates with 2000 Census Data, the data from the 2005 ACS, the 2009 ACS data, the 2010 ACS data and the 2012 ACS data we find that not only has the city’s overall population grown to 106,797 individuals, there has been significant growth in the foreign born and even though the number of individuals who speak English less than “very well” has declined since 2000 it is still a significant number.

	2000 Census Estimate	2005 ACS Estimate	2009 ACS Estimate	2010 ACS Estimate	2012 ACS Estimate	2014 ACS Estimate
Total Population	85,839	101,852	103,921	104,371	106,641	106,797
Foreign born	6,465 (7.5%)	9,189 (9.0%)	11,229 (10.8%)	11,750 (11.3%)	12,073 (11.3%)	12,761 (11.9%)
Speak English less than “very well”	4,878 (75%)	N ¹	6,787 (60%)	6,712 (57%)	7,498 (62%)	7,903 (62%)

¹ N means that this information was not available from this dataset.

HOUSEHOLD LANGUAGE BY LINGUISTIC ISOLATION

Total:	42,965	
English only	37,440	
Spanish:	2,438	
Linguistically isolated	916	37.6%
Not linguistically isolated	1,520	
Other Indo-European languages:	1,108	
Linguistically isolated	211	19.0%
Not linguistically isolated	897	
Asian and Pacific Island languages:	1,635	
Linguistically isolated	536	32.8%
Not linguistically isolated	1,099	
Other languages:	346	
Linguistically isolated	94	27.2%
Not linguistically isolated	252	

The data available from the sample selection of 2012 American Community Survey data shows significant linguistically isolated households. The Spanish language has the greatest percentage of households that are linguistically isolated followed closely by the Asian and Pacific Island languages. Even though the category “other languages” shows that 27.2% of those households are linguistically isolated, the languages are not specified and detailed data is not available for the small sample size.

In using the above census data and working with the City of High Point’s Human Relations Department and the Center for New North Carolinians², transit staff has been able to determine that the greatest non-English language need in the community is Spanish followed by Vietnamese. In working with World Relief, a non-profit organization that assists refugees, a wide variety of other languages have been identified in the High Point community and transit system service area. World Relief currently has either on staff or through volunteers or contractors resources to assist with translation and interpretation needs of the refugees.

Maps in Appendix A show the relationship between the transit system fixed routes and census block groups that meet or exceed identified thresholds in the Hispanic and Asian populations. The paratransit system serves the entire city, therefore the schedulers/dispatchers and operators could have interaction with individuals who speak English less than “very well” anywhere in the service area.

² <http://cnnc.uncg.edu/immigrant-demographics-of-guilford-county/>

C. Frequency of Contact

Over the past several years transit system staff has had regular contact with LEP persons who speak non-English languages. Many of the foreign born individuals who have settled in High Point are unable to drive and rely upon public transit. Individuals use the service on a daily basis to go to work or school, access medical care and social services, and access retail and commercial centers.

D. Importance

Public transportation has been considered the “to” in Welfare to Work, Access to Healthcare, and several other programs and/or services that often are utilized by the low-income, minorities, and LEP persons. Without access to public transportation many of these individuals would not be able to take advantage of other services that could potentially be life changing or life sustaining.

High Point Transit System has applications for several of its programs that could be used by LEP persons. The Dial-A-Lift transportation service provides door to door transportation for the elderly and disabled, and the Hi tran Reduced Fare program provides reduced fares for the elderly, disabled, and Medicare card holders.

Basic transit information such as rules, schedules, and “how to” information greatly impacts access to individuals who do not qualify for the special programs, but depend on public transportation as their means to access education, employment, healthcare, social services, and shopping.

It has become increasingly important for nearly all transit information to be available in a format that is accessible for LEP persons to prevent delays or denial of access to services.

E. Resources

Language Access Coordination

The Title VI Compliance Officer is the individual assigned to coordinate and ensure meaning access to services for LEP individuals.

Points of Contact

- Office staff answering transit information lines
- Information Specialists at Broad Avenue Terminal
- Vehicle Operators
- Transit Road Supervisors

Staff

Currently there are no transit staff persons who are bilingual. There is one individual who has some experience with sign language since he has a family member who has a hearing impairment. Two individuals have limited Spanish abilities.

Outside the transit system, but still within the City of High Point staff, there are at least two individuals, one in Customer Service and one in Human Relations, who are bilingual.

Outside the City of High Point organization, staff works with the Latino Family Center and World Relief which both have translators/interpreters available through staff, volunteers, or contractors.

As the availability of the in-house resources and even those of agencies the transit system is working with is often unpredictable, the transit system has contracted with private companies for website translation services and telephonic interpretation services to ensure that resources are readily available to meet the needs of the foreign born LEP. When possible and for non-personal information only, family members of the individual including minors may be used to assist in interpreting for LEP individuals.

Native born LEP individuals will be provided whatever assistance they require to access the services. These methods include but are not limited to reading instructions and applications to the individual, filling in the information they provide orally on necessary applications, and directing/assisting to the correct bus or van.

IV. LIMITED ENGLISH PROFICIENT LANGUAGE ASSISTANCE PLAN

A. PURPOSE

The purpose of this policy is to ensure compliance with Title VI of the Civil Rights Act of 1964 and Section 2 of Executive Order 13166 with respect to persons with limited English proficiency (LEP). Title VI of the Civil Rights Act of 1964 prohibits discrimination based on the ground of race, color or national origin by any entity receiving federal financial assistance. Administrative methods or procedures, which have the effect of subjecting individuals to discrimination or defeating the objectives of these regulations, are prohibited.

This Plan details City of High Point Transit System initiatives and plans to improve access to its federally conducted programs and activities by eligible individuals who are limited English proficient (LEP).

28 C.F.R., Part 39, Editorial Note, *Section 29.102 Application*. Neither Executive Order 13166 nor this Plan creates any new right(s), including the right to seek administrative or judicial enforcement, on the part of any person, including a person with limited English proficiency.

B. Scope of Policy

These requirements will apply to High Point Transit System including subcontractors, vendors, and subrecipients.

High Point Transit System will ensure that LEP individuals are provided meaningful access to benefits and services provided through contractors or service providers receiving federal funding from the City of High Point.

C. Definitions

- A. Limited English Proficient (LEP) individual – Any prospective, potential, or actual recipient of services from High Point Transit System who cannot speak, read, write or understand the English language at a level that permits them to interact effectively with transit system staff.
- B. Vital Documents – These forms include, but are not limited to, applications, consent forms, letters containing important information regarding participation in a program; notices pertaining to the reduction, denial, or termination of services, the right to appeal such actions, or that require a response from notices advising LEP persons of the availability of free language assistance, and other outreach materials.
- C. Title VI Compliance Officer – The person responsible for compliance with Title VI policies.
- D. Substantial number of LEP – 3% or 3,500 people, whichever is smaller, are potential applicants or recipients of service and speak a primary language other than English and have limited English proficiency.

D. Providing Notice to LEP Individuals

The transit system will take appropriate steps to inform all applicants, recipients, community organizations, and other interested persons, including those whose primary language is other than English, of the provisions of this policy. Such notification will also identify the name, office telephone number, and office address of the Title VI compliance officer.

Angela W. Wynes, Transit Manager
City of High Point Transit System
716 West Kivett Drive
High Point, NC 27262
(336) 883-3424
(336) 883-3425 (fax)
Angela.Wynes@highpointnc.gov

- A. The transit system will post and maintain signs in regularly encountered languages other than English in reception/waiting areas and other initial points of contact. These signs will inform applicants and recipients of service of their rights to free language assistance services and invite them to identify themselves as persons needing such services.

Areas where signs will be posted:

- Inside all revenue service vehicles;
 - Front entrance to transit system administrative facility;
 - At the Broad Ave Terminal information booth; and
 - In the Broad Ave Terminal waiting area
- B. The transit system will include statements of the right of free language assistance in Spanish and other regularly encountered languages in all outreach material that is routinely disseminated to the public (including electronic text).
- C. The transit system will also disseminate information in the following manner:
- A brochure is available that explains the right to free language assistance.
 - Displays and booths will include information on free language assistance.
 - Information will be posted on the transit system website at www.highpointnc.gov/hi-tran

E. Provision of Services to LEP Applicants/Recipients

A. Assessing Linguistic Needs of Potential Applicants and Recipients

1. The transit system will assess the language needs of the population to be served, by identifying:
 - a. The language needs of each LEP applicant/recipient
 - b. The points of contact where language assistance is needed; and
 - c. The resources needed to provide effective language assistance, including location, availability and arrangements necessary for timely use.
2. Determining the Language Needs of the Population to be Served

The transit system is responsible for assessing the needs of the population to be served. Such assessment will include, but not be limited to the following:

- a. The non-English languages that are likely to be encountered.
- b. An estimate of the number of people in the community for whom English is not the primary language used for communication will be completed and

updated annually. To identify the language and number of LEP individuals the transit system will review:

- i. Census data
 - ii. Community agencies' data
 - iii. School system data
 - iv. Reports from federal, state, and local governments
 - v. Interviews with staff to determine frequency of contact with LEP individuals and what language was encountered
- c. The points of contact in the transit system where language assistance is likely to be needed will be identified.

3. Determining the Language Needs of Each Applicant/Recipient

The transit system will determine the language needs of each applicant/recipient. Such assessment will include, but not be limited to the following:

- a. At the first point of contact, each applicant/recipient will be assessed to determine the individual's primary language by using the following methods:
 - i. Using applicant/recipient's statement "Hablo español" or another phrase indicating they do not speak English.
 - ii. Applicant/recipient's request for an interpreter
 - iii. Multi-language identification booklet.
- b. If the LEP person does not speak or read any of these languages, the transit system will use a telephone interpreting service to identify the person's primary language.
- c. Staff will not solely rely on their own assessment of the person's English proficiency in determining the need for an interpreter. If an individual requests an interpreter, an interpreter will be provided free of charge. A declaration of the person will be used to establish the person's primary language.
- d. When staff place or receive a telephone call and cannot determine what language the other person on the line is speaking, a telephone interpreting service will be utilized in making the determination.

B. Provision of Bilingual/Interpretive Services

- 1. The transit system will ensure that effective bilingual/interpretive services are provided to serve the needs of the non-English speaking population. The provision of bilingual/interpretive services will be prompt without undue delay.
- 2. The transit system will provide language assistance to LEP individuals in an office setting via person to person or telephone interactions using a telephone

interpreter service. Language assistance to LEP individuals at public meetings will be provided by contracting with an interpreter or using a volunteer interpreter. The transit system will not require the individual to pay for bilingual/interpretive services.

3. Interpreter Standards

- a. Those providing bilingual/interpretive services will meet the linguistic and cultural competency standards set forth below. The transit system will ensure that interpreters have been screened to ensure that the following standards are met before being used for interpreter services:
 - i. Can fluently and effectively communicate in both English and the primary language of the LEP individual
 - ii. Can accurately and impartially interpret to and from such languages and English
 - iii. Has a basic knowledge of specialized terms and concepts used frequently in the provision of the system's services.
 - iv. Demonstrates cultural competency
 - v. Understands the obligation to maintain confidentiality when appropriate
 - vi. Understands the roles of interpreters and the ethics associated with being an interpreter.
- b. The transit system will ensure the competency of interpreters using the following methods:
 - i. Contracted interpreters
 - 1. Present resume or similar document showing years of experience, formal education in translation and interpretation, and accreditation from professionally recognized organizations.
 - 2. Present proof of continued education and any certifications.
 - 3. Have understanding of transportation, specifically transit, terminology.
 - ii. Volunteer interpreters
 - 1. Native speakers
 - 2. Non-native speakers
 - a. Present resume or similar document showing years of experience, formal education in translation and interpretation, and accreditation from professionally recognized organizations.
 - b. Present proof of continued education and any certifications.
 - c. Have understanding of transportation, specifically transit, terminology.

- d. Be approved through other agencies whose services may impact the LEP population. (e.g. High Point-Thomasville Chapter of the American Red Cross International Service Committee has a bank of volunteer interpreters.)

C. Provision of Written Translations

1. The transit system will provide written materials in languages other than English where a substantial number or percentage of the population eligible or likely to be served by transit system programs/services needs services or information in a language other than English to communicate effectively.
2. If the primary language of an LEP individual is a language that does not meet the threshold for translation as defined in the paragraph VIIID, the LEP individual will be informed in their own language of the right to oral translation of written notices. The notification will include, in the primary language of the individual, the following: **IMPORTANT: IF YOU NEED HELP IN READING THIS, ASK THE AGENCY FOR AN INTERPRETER TO HELP. AN INTERPRETER IS AVAILABLE FREE OF CHARGE.**

D. Staff Development and Training

1. The transit system will provide staff training initially for all employees to notify them of the policy and their responsibilities, at new employee orientation and periodically as needed for refresher training or when updates occur in the plan. The training will include, but not be limited to:
 - a. Language assistance policies and procedures, resources available to support such procedures, methods of effective use of interpreters, and familiarization with the discrimination complaint process.
 - b. Cultural awareness information, including specific cultural characteristics of the group served by the agency to provide a better understanding of, and sensitivity to, the various cultural groups to ensure equal delivery of services.
2. The transit system will provide or ensure training is provided for bilingual staff and interpreters employed or utilized by the transit system. This includes the ethics of interpreting, including confidentiality; methods of interpreting; orientation to the organization; specialized terminology used by the transit system; and cultural competency.
3. The transit system will collect and maintain the following information about training provided to staff and volunteers: the date(s) of such training, the content of such training, and the names of each attendee at the training.

4. The transit system will ensure that applicable subrecipients and contractors are trained in the requirements of this policy by including applicable language in grant agreements, contracts, MOUs, or other documentation.

F. Monitoring

The transit system will complete an annual review of the LEP population and language groups to determine if any new documents, programs, services or activities need to be made accessible for LEP individuals. The transit system will consider at a minimum the following:

1. Current LEP populations in the service area
2. Frequency of encounters with LEP language groups
3. Nature and importance of activities to LEP persons
4. Availability of resources, including technological advances and sources of additional resources, and the costs imposed.
5. Whether existing assistance is meeting the needs of LEP persons
6. Whether staff knows and understands the LEP plan and how to implement it.
7. Whether identified sources for assistance are still available and viable.

G. Complaints of Discriminatory Treatment

A. Complaints

1. The transit system will provide assistance to LEP individuals who do not speak or write in English if they indicate that they would like to file a complaint. A complaint will be filed in writing, contain the name and address of the person filing it or his/her designee and briefly describe the alleged violation of this policy.
2. The transit system will maintain records of any complaints filed, the date of filing, actions taken and resolution.
3. The transit system will notify the appropriate agency(ies) of complaints filed, the date of filing, actions taken and resolution.

B. Investigation

1. The Title VI compliance officer will conduct an investigation of the allegations of the complaint. The investigation will afford all interested persons and their representatives, if any, an opportunity to submit evidence relevant to the complaint.

2. The investigation will not exceed 30 days, absent a 15-day extension for extenuating circumstances.

C. Resolution of Matters

1. If the investigation indicates a failure to comply with the Act, the Title VI compliance officer or his/her designee will inform the violator and the matter will be resolved by one of the following means within 45 days.
 - a. Employee
 - i. Retraining on the LEP Policy.
 - ii. If necessary, appropriate disciplinary action will be taken per the City of High Point's Personnel Resolution.
 - b. Volunteer, Contractor or Subrecipient
 - i. Volunteer interpreter
 1. Written notice notifying volunteer of violation
 2. Retraining on the LEP Policy
 3. Future violations could result in discontinued use of volunteer
 - ii. Contractor
 1. Written notice notifying contractor of non-compliance
 2. Retraining on the LEP Policy
 3. Future violations could result in termination of contract
 - iii. Subrecipient
 1. Written notice notifying subrecipient of non-compliance
 2. Retraining on the LEP Policy
 3. Future violations could result in termination of federal funds
2. If the matter cannot be resolved by informal means, then the individual will be informed of his or her right to appeal further to the High Point Human Relations Commission.

High Point Human Relations Commission
211 South Hamilton Street, Room 117
P. O. Box 230
High Point, North Carolina
(336) 883-3124

This notice will be provided in the primary language of the LEP individual.

3. If not resolved by the Human Relations Commission, then the complaint will be forwarded to:

Federal Transit Administration Office of Civil Rights
Attention: Title VI Program Coordinator
400 7th Street SW Room 9100
Washington, DC 20590

V. TITLE VI COMPLAINT PROCESS

If you believe that you have received discriminatory treatment by High Point Transit System on the basis of your race, color or national origin, you have the right to file a complaint with the High Point Transit System Title VI Compliance Officer.

A. Complaints

1. A complaint must be filed in writing within 180 days of the alleged violation, contain the name and address of the person filing it or his/her designee and briefly describe the alleged violation of this policy. See form in Appendix B that may be used by complainant. The transit system will provide assistance to LEP individuals who do not speak or write in English if they indicate that they would like to file a complaint.
2. The transit system will maintain records of any complaints filed, the date of filing, actions taken and resolution. See attached complaint log.
3. The transit system will notify the appropriate agency(ies) of complaints filed, the date of filing, actions taken and resolution.

B. Investigation

1. The Title VI compliance officer will conduct an investigation of the allegations of the complaint. The investigation will afford all interested persons and their representatives, if any, an opportunity to submit evidence relevant to the complaint.
2. The investigation will not exceed 30 days, absent a 15-day extension for extenuating circumstances.

C. Resolution of Matters

1. If the investigation indicates a failure to comply with the Act, the Title VI compliance officer or his/her designee will inform the violator and the matter will be resolved by one of the following means within 45 days.
 - a. Employee
 - i. Retraining on the Title VI and/or LEP policies.
 - ii. If necessary, appropriate disciplinary action will be taken per the City of High Point's Personnel Resolution.
 - b. Volunteer, Contractor or Subrecipient
 - i. Volunteer interpreter
 1. Written notice notifying volunteer of violation
 2. Retraining on the Title VI and/or LEP policies
 3. Future violations could result in discontinued use of volunteer
 - ii. Contractor
 1. Written notice notifying contractor of non-compliance
 2. Retraining on the Title VI and/or LEP policies
 3. Future violations could result in termination of contract
 - iii. Subrecipient
 1. Written notice notifying subrecipient of non-compliance
 2. Retraining on the Title VI and/or LEP policies
 3. Future violations could result in termination of federal funds
2. If the matter cannot be resolved by informal means, then the individual will be informed of his or her right to appeal further to the High Point Human Relations Commission. This notice will be provided in the primary language of an LEP individual.
3. If not resolved by the High Point Human Relations Commission, then the complaint will be forwarded to:
Federal Transit Administration Office of Civil Rights
Attention: Title VI Program Coordinator
400 7th Street SW Room 9100
Washington, DC 20590

VI. LIST OF TITLE VI COMPLAINTS

There are no active lawsuits or complaints against the City of High Point Transit System alleging discrimination on the basis of race, color, or national origin with respect to service or other transit benefits.

VII. NON-ELECTED COMMITTEES/BOARDS

Currently there are no transit-related non-elected committees or boards.

VIII. FACILITY CONSTRUCTION EQUITY ANALYSIS

There have been no facility construction projects.

IX. SERVICE POLICIES

A. Vehicle Assignment Policy

Vehicle assignment refers to the allocation of transit vehicles to ensure that all communities receive the same quality of rolling stock benefits. Benefits include the vehicle age and on-board amenities. Generally vehicles will be assigned to routes on a rotating basis to ensure that the mileage is evenly distributed.

Route	Peak Buses	Bus Length
10 N Main St	1.5	35'
11 S Main St	1.5	35'
12 W Green Dr	1	35'
13 Montlieu Ave	1	35'
14 Westchester Dr	1	35'
16 Leonard Ave	1	35'
17 Washington Dr	1	35'
18 E Green Dr	1	35'
19 English Rd	1	35'
20 Kearns Ave	1	35'
21 Industrial Park Special/ 25 Jamestown/GTCC	1	35' or 40'
Total	12	

All City of High Point buses have the same features which include ramped, low-floor access, air conditioning, automated fareboxes, voice annunciation systems, electronic destination signs, and bicycle racks.

B. Transit Amenities Policy

Transit amenities refer to fixed items of comfort and convenience available to the general riding public such as bus stop benches, shelters, lighting and bike racks. Title VI requires that such amenities be distributed equitably among minority, non-minority, and low-income households. Shelters are installed at stops with at least 20 boardings and/or alightings per day or stops serving elderly and individuals with disabilities taking into account existing site conditions, public right-of-way availability, accessibility and safety issues, and pedestrian

infrastructure. Benches may be placed at any stop where accessibility is provided and placement does not compromise safety or accessibility.

X. SERVICE STANDARDS

A. Vehicle Load

The number of passengers, or load, carried per hour, measures the efficiency of service. The City of High Point's system-wide efficiency goal or Load Standard for buses is 25 passengers or more per hour. The Load Factor, measured as a percent of a fully seated load, varies with the type of vehicle. The average of all loads during peak operating period should not exceed the vehicles' achievable capacities as defined in the chart below.

Vehicle Type	Average Passenger Capacity			
	Seated	Standing	Total	Max Load Factor
35' Bus	32	32	64	2.00
40' Bus	39	35	74	1.90

B. Vehicle Headways

Scheduling involves the consideration of a number of factors including ridership, transit/pedestrian friendly streets, land-use connectivity, population density, and location of major trip generators. To provide cost efficient, yet effective transit service, the City of High Point generally operates 30 minute headways during peak and 60 minutes headways in off-peak. During off-peak 30 minute headways may be implemented on high-ridership, high-productivity services where justified by demand.

Weekday

Route	Peak	Off-Peak
10 N Main St	30	30
11 S Main St	30	30
12 W Green Dr	30	60
13 Montlieu Ave	30	60
14 Westchester Dr	30	60
16 Leonard Ave	30	30
17 Washington Dr	30	60
18 E Green Dr	30	60
19 English Rd	30	60
20 Kearns Ave	30	60

The following routes operate limited trips with irregular headways.

Route	Trips
21 Industrial Park Special	2
25 Jamestown/GTCC	8

Saturday

Route	Off-Peak
10 N Main St	60
11 S Main St	60
13 Montlieu Ave	60
14 Westchester Dr	60
15 Oak Hollow Mall	60
16 Leonard Ave	60
17 Washington Dr	60
18 E Green Dr	60
19 English Rd	60
20 Kearns Ave	60

C. On-time Performance

90% of all trips will arrive on-time at the Broad Ave Terminal. On-time is defined as no earlier than 2 minutes before the scheduled time and no later than 4 minutes after the scheduled time.

D. Service Availability

Using the Levels of Service definitions from the Transit Capacity and Quality of Service Manual – 2nd Edition, based on current ridership and levels of funding, the City of High Point will provide service to approximately two-thirds of the transit-supportive areas of the city by having a bus service within .25 miles.

Local bus stops will be not more than 4 blocks apart.

XI. MONITORING SUBRECIPIENTS

As a primary recipient of FTA funds, the City of High Point receives, administers, and allocates funds to subrecipients and is responsible for documenting compliance with Title VI. The City of High Point's responsibilities include monitoring subrecipient compliance with Title VI, collecting and reviewing Title VI documents, including subrecipient Title VI data to FTA, and providing assistance and support to subrecipients.

Title 49 CFR Section 21.9(b) states that if

...A PRIMARY RECIPIENT EXTENDS FEDERAL FINANCIAL ASSISTANCE TO ANY OTHER RECIPIENT, SUCH OTHER RECIPIENT SHALL ALSO SUBMIT SUCH COMPLIANCE REPORTS TO THE PRIMARY RECIPIENT AS MAY BE NECESSARY TO ENABLE THE PRIMARY RECIPIENT TO CARRY OUT ITS OBLIGATIONS UNDER THIS PART.

Ongoing assistance is provided to subrecipients allowing them access to subject matter experts within the City of High Point to provide input, information, data, and guidance as needed.

If a subrecipient is not in compliance with Title VI regulations the City will work with the subrecipient to ensure compliance. This includes providing data, information, guidance, and support for the full development and formal adoption of the subrecipient Title VI program components.

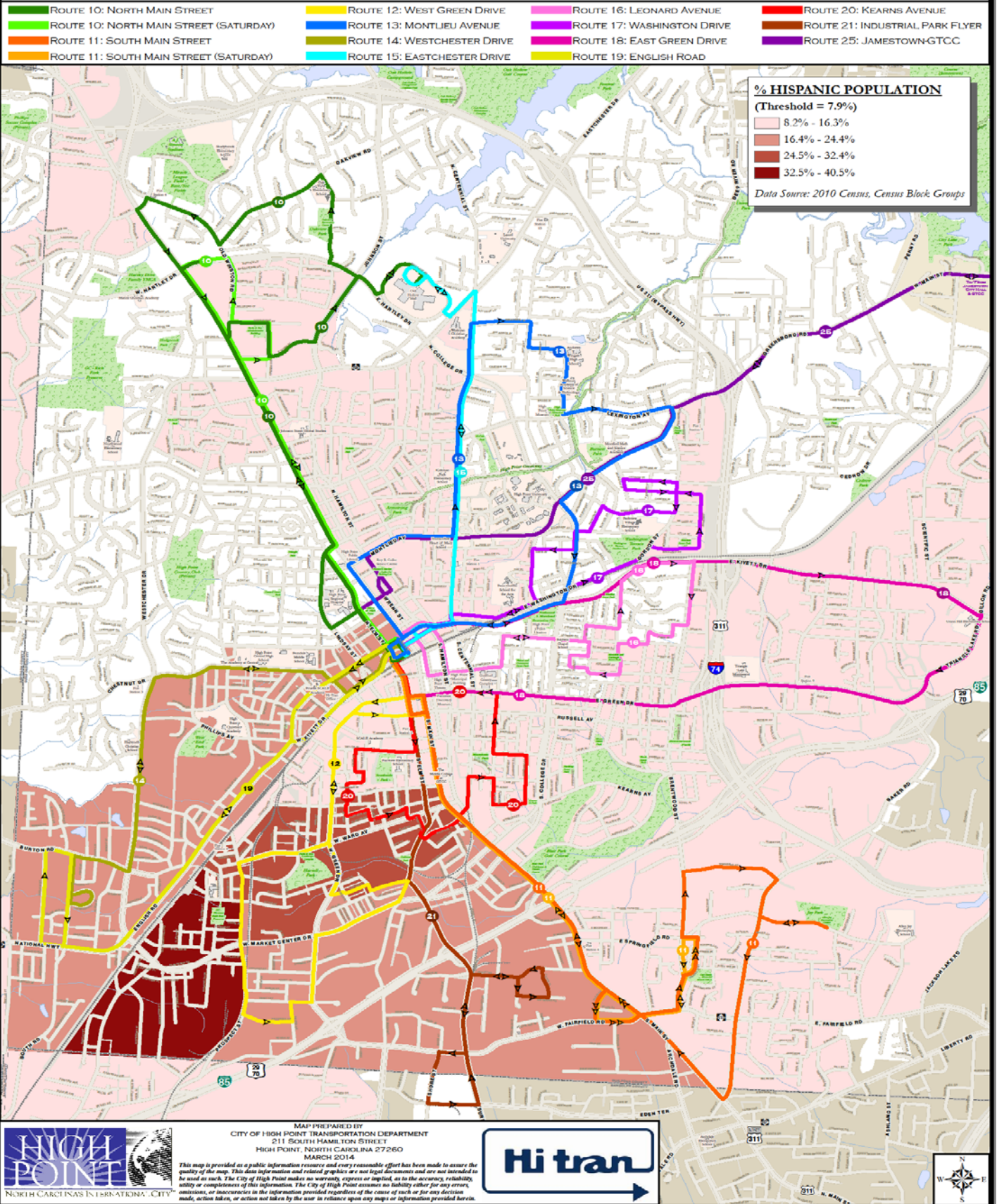
To track Title VI compliance the City:

- Documents subrecipient compliance with the general requirements.
- Collects and maintain subrecipient Title VI program documents on a designated schedule.
- Forwards subrecipient Title VI information as requested by the FTA.

Subrecipients must submit a Title VI Program to the City within 30 days of their grant award (grants awarded after September 1, 2013) and every three years after initial submission on March 30th. The City of High Point reviews all subrecipient Title VI Programs on a triennial basis.

Appendix A

CITY OF HIGH POINT TRANSIT SYSTEM MAP



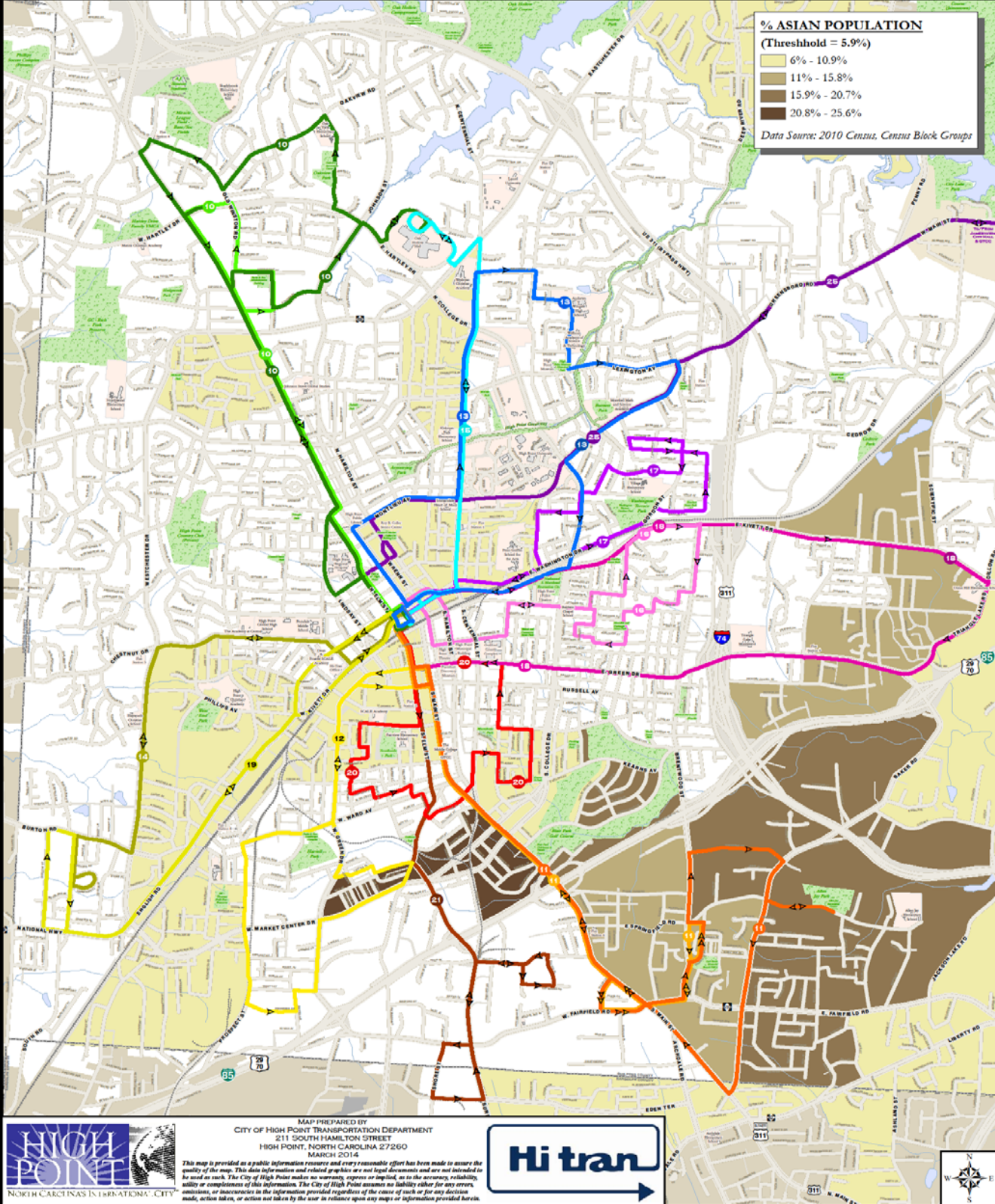
CITY OF HIGH POINT TRANSIT SYSTEM MAP

ROUTE 10: NORTH MAIN STREET	ROUTE 12: WEST GREEN DRIVE	ROUTE 16: LEONARD AVENUE	ROUTE 20: KEARNS AVENUE
ROUTE 10: NORTH MAIN STREET (SATURDAY)	ROUTE 13: MONTLIEU AVENUE	ROUTE 17: WASHINGTON DRIVE	ROUTE 21: INDUSTRIAL PARK FLYER
ROUTE 11: SOUTH MAIN STREET	ROUTE 14: WESTCHESTER DRIVE	ROUTE 18: EAST GREEN DRIVE	ROUTE 25: JAMESTOWN-GTCC
ROUTE 11: SOUTH MAIN STREET (SATURDAY)	ROUTE 15: EASTCHESTER DRIVE	ROUTE 19: ENGLISH ROAD	

% ASIAN POPULATION (Threshold = 5.9%)

6% - 10.9%
11% - 15.8%
15.9% - 20.7%
20.8% - 25.6%

Data Source: 2010 Census, Census Block Groups



Appendix B

Discrimination Complaint Form

Last Name:		First Name:		☐ Male
				☐ Female
Mailing Address:		City:	State:	Zip:
Home Telephone: ()	Work Telephone: ()	E-mail Address:		
Identify the Category of Discrimination: ☐ RACE ☐ COLOR ☐ NATIONAL ORIGIN ☐ AGE ☐ RELIGION ☐ DISABILITY ☐ SEX/GENDER ☐ INCOME STATUS				
Identify the Race of the Complainant ☐ Black ☐ White ☐ Hispanic ☐ Asian American ☐ American Indian ☐ Alaskan Native ☐ Pacific Islander ☐ Other _____				
Date and place of alleged discriminatory action(s). Please include earliest date of discrimination and most recent date of discrimination.				
How were you discriminated against? Describe the nature of the action, decision, or conditions of the alleged discrimination. Explain as clearly as possible what happened and why you believe your protected status (basis) was a factor in the discrimination. Include how other persons were treated differently from you. (Attach additional page(s), if necessary)				
The law prohibits intimidation or retaliation against anyone because he/she has either taken action, or participated in action to secure rights protected by these laws. If you feel that you have been retaliated against, separate from the discrimination alleged above, please explain the circumstances below. Explain what action you took which you believe was the cause for the alleged retaliation.				
Names of individuals responsible for the discriminatory action(s):				
Names of persons (witnesses, fellow employees, supervisors, or others) whom we may contact for additional information to support or clarify your complaint: (Attach additional page(s), if necessary)				
<u>Name</u>		<u>Address</u>		<u>Telephone</u>
1.				
2.				
3.				
4.				

Have you filed, or intend to file, a complaint regarding the matter raised with any of the following? If yes, please provide the filing dates. Check all that apply. <table style="width: 100%;"> <tr> <td>☐ US Equal Employment Opportunity Commission</td> <td>Date: _____</td> </tr> <tr> <td>☐ Federal Highway Administration</td> <td>Date: _____</td> </tr> <tr> <td>☐ Federal Transit Administration</td> <td>Date: _____</td> </tr> <tr> <td>☐ Federal or State Court</td> <td>Date: _____</td> </tr> <tr> <td>☐ Other</td> <td>Date: _____</td> </tr> </table>		☐ US Equal Employment Opportunity Commission	Date: _____	☐ Federal Highway Administration	Date: _____	☐ Federal Transit Administration	Date: _____	☐ Federal or State Court	Date: _____	☐ Other	Date: _____
☐ US Equal Employment Opportunity Commission	Date: _____										
☐ Federal Highway Administration	Date: _____										
☐ Federal Transit Administration	Date: _____										
☐ Federal or State Court	Date: _____										
☐ Other	Date: _____										
Have you discussed the complaint with any High Point Transit System representative? If yes, provide the name, position, and date of discussion. 											
Please provide any additional information that you believe would assist with an investigation. 											
Briefly explain what remedy, or action, you are seeking for the alleged discrimination. 											
**WE CANNOT ACCEPT AN UNSIGNED COMPLAINT. PLEASE SIGN AND DATE THE COMPLAINT FORM BELOW.											
_____ COMPLAINANT'S SIGNATURE	_____ DATE										
MAIL COMPLAINT FORM TO: High Point Transit System <table style="width: 100%;"> <tr> <td style="width: 50%;"> Mailing: PO Box 230 High Point, NC 27261 </td> <td style="width: 50%;"> Location: 716 West Kivett Drive High Point, NC 27262 </td> </tr> </table> FOR MORE INFORMATION VISIT THE WEB SITE: www.highpointnc.gov/hi-tran/title_6.cfm or call 336-883-3424		Mailing: PO Box 230 High Point, NC 27261	Location: 716 West Kivett Drive High Point, NC 27262								
Mailing: PO Box 230 High Point, NC 27261	Location: 716 West Kivett Drive High Point, NC 27262										
FOR OFFICE USE ONLY											
Date Complaint Received: _____ Processed by: _____ Case #: _____ Referred to: ☐ High Point HRC ☐ FTA ☐ FHWA ☐ DOJ Date Referred: _____											

RESOLUTION
APPROVAL OF THE TITLE VI PLAN FOR THE CITY OF HIGH POINT

WHEREAS, discrimination on the basis of race, color, and national origin is prohibited in programs and activities receiving federal financial assistance by Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, the Federal Aid Highway Act of 1973, Age Discrimination Act of 1975, the Americans with Disabilities Act of 1990, Section 504 of the Rehabilitation Act of 1973, Executive Order 12898 and Executive Order 13166; and

WHEREAS, as a condition of federal grants received by the City, the City must have a "Title VI Program" to implement the requirements of Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, the Federal Aid Highway Act of 1973, Age Discrimination Act of 1975, the Americans with Disabilities Act of 1990, Section 504 of the Rehabilitation Act of 1973, Executive Order 12898 and Executive Order 13166; and

WHEREAS, the City has prepared a program which provides for the collection of data regarding persons most impacted by transit projects; establishes a complaint process for those believed to be discriminated against under the provisions of Title VI; ensures enhanced public outreach of Title VI provisions and procedures; ensures monitoring and compliance of Title VI requirements; and requires updates to the Title VI Plan every three years;

NOW, THEREFORE, be it resolved the City Council for the City of High Point fully approves the Title VI Program.

A motion was made by _____ and seconded by
 _____ for adoption of the above resolution, and upon being put
 to a vote was duly adopted.

I, **Lisa Vierling, City Clerk** do hereby certify that the above is a true and correct copy of an excerpt for the minutes of a meeting of the **City of High Point** duly held on the **19th** day of **June, 2017**.

 Signature of Certifying Official

CITY OF HIGH POINT

AGENDA ITEM



Title: Zoning Map Amendment 17-08
(Lucky-7 Development Group)

From: Lee Burnette, Planning & Development
Director

Public Hearing: Yes

Meeting Date: June 19, 2017

Advertising Date: June 7, 2017 and June 14, 2017

Advertised By: Planning & Development

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

PURPOSE:

A request by Lucky-7 Development Group to rezone an approximate 0.42-acre parcel from a Conditional Use Central Business (CU-CB) District to a Conditional Zoning Central Business (CZ-CB) District. The site is lying at the southwest corner of S. Lindsay Street and W. High Street (100 S. Lindsay 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 May 23, 2017, a public hearing was held before the Planning and Zoning Commission regarding Zoning Map Amendment 17-08. The Planning & Zoning Commission recommended **approval** of this request, by a vote of 6-0, as outlined in the staff report and recommended by staff.

PLANNING AND ZONING COMMISSION RECOMMENDATION

Lucky-7 Development Group

Zoning Map Amendment 17-08

At its May 23, 2017 public hearing, the Planning and Zoning Commission reviewed a request to rezone an approximate 0.42-acre parcel to an updated Conditional Zoning Central Business (CZ-CB) District. All members of the Commission were present except for Mr. Keith McInnis, Ms. Marie Stone 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 in favor of the request:

Speaking in favor of the request, on behalf of the applicant, was Attorney Mike Fox, Tuggle Duggins, Attorneys at Law, 100 N. Greene Street, Suite 600, Greensboro, N.C. Mr. Fox explained that the proposed rezoning will not change how the property is used. He said Lee Industries currently owns the building, and they will continue to use the building, but they will be the tenants after the sale is completed. He said the buyers had some concerns about the parking requirement, which is why the rezoning was requested.

Speaking in opposition of the request:

No one spoke in opposition to this request.

Planning & Zoning Commission Action

The Planning & Zoning Commission recommended **approval** of this request, as recommended by staff, by a vote of 6-0.

Upon making its recommendation, the Planning & Zoning Commission stated that its approval of Zoning Map Amendment 17-08 would be consistent with the City's adopted plans. Additionally, the Commission concurred with the staff report and found its approval recommendation reasonable and in the public interest because:

- 1) The site is in an established CB District area with multiple market showrooms;
- 2) The applicant has offered to retain previously adopted zoning conditions that address compatibility concern with the abutting historic structure;
- 3) Based on the manner in which this portion of the downtown developed, and changes to the transportation system under the Market Authority, on-site parking condition are no longer required for market showroom uses in this area; and
- 4) Except for the onsite parking conditions, the requested CZ-CB District is the same as the previous CB zoning approval granted on the site in 2003.

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

**STAFF REPORT
ZONING MAP AMENDMENT 17-08
May 23, 2017**

Request	
Applicant: Lucky-7 Development Group	Owner: Lucky-7 Development Group
Zoning Proposal: To rezone a 0.42-acre parcel to an updated Central Business District	From: CU-CB Conditional Use Central Business District
	To: CZ-CB Conditional Zoning Central Business District

Site Information	
Location:	The site is lying at the southwest corner of S. Lindsay Street and W. High Street (100 S. Lindsay Street).
Tax Parcel Numbers:	Guilford County Tax Parcel 0172454
Site Acreage:	Approximately 0.42 acres
Current Land Use:	The property is developed with an approximate 34,000 square-foot, 3-story, market showroom facility.
Physical Characteristics:	The site is relatively flat with no noteworthy features.
Water and Sewer Proximity:	Both a 12-inch City water line and an 8-inch City Sanitary sewer line lay adjacent to the site along S. Lindsay Street and W. High Street.
General Drainage and Watershed:	The site is relatively flat and drains in a general southerly direction, and development is subject to the Randleman Lake General Watershed Area (GWA) requirements. Engineered stormwater measures are required for non-residential development with an impervious surface area that exceeds 6% or more of the site.
Overlay District:	Randleman Lake General Watershed Area (Downtown area)

Adjacent Property Zoning and Current Land Use			
North:	CU-CB	Conditional Use Central Business District	High Street ROW and railroad tracts
South:	CU-CB	Conditional Use Central Business District	<i>Market Showroom</i>
East:	CB	Conditional Use Central Business District	<i>Market Showroom (across S. Lindsay Street)</i>
West:	CU-CB	Conditional Use Central Business District	Bed & Breakfast

Relevant Land Use Policies and Related Zoning History	
Community Growth Vision Statement:	<u>Obj. 1E:</u> Explore a variety of regulatory tools to preserve both commercial and residential historic areas meriting such protection. <u>Obj. 4C:</u> Make the High Point Market more competitive by enhancing pedestrian access, transit and other services to the showrooms.

Land Use Plan Map Classification:	The site has an Office land use designation. This classification is intended to accommodate professional, personal and business service uses.
Land Use Plan Goals, Objectives & Policies:	This request is neither in conflict, nor does it promote, the goals and objectives of the Land Use Plan.
Relevant Area Plan:	<u>Core City Plan:</u> The site is identified as being in the Showroom District, which is intended to be the area where market showrooms will continue to be the predominant use.
Zoning History:	The subject site is in an area that has transitioned from residential and industrial zoning to the CU-CB District. The zoning site was granted its current zoning approval in 2003 (CUP03-24) as part of a larger parcel that was rezoned from Heavy Industrial (HI) District to the Conditional Use Central Business (CU-CB) District. This zoning approval was the continuation of a trend that started in 1994, which has gradually rezoned most of the property in this area to the Central Business (CB) District zoning.

Transportation Information				
Adjacent Streets:	Name		Classification	Approx. Frontage
	S. Lindsay Street		Minor Thoroughfare	145 ft.
	W. High Street		Local Street	128 ft.
Vehicular Access:	Via an existing driveway from S. Lindsay Street to access a loading dock.			
Traffic Counts: (Average Daily Trips)	S. Lindsay Street W. High Street		1,300 ADT (NCDOT 2015 traffic count)	
Estimated Trip Generation:	Not applicable			
Traffic Impact Analysis (TIA):	Required		TIA Comments	
	<u>Yes</u>	<u>No</u> X	None	
Pedestrian Access:	Development of the site is subject to the sidewalk requirements of the Development Ordinance.			
Conditions:	None			

School District Comment
Not applicable to this zoning case.

Details of Proposal

The zoning site is in a block bounded by W. High Avenue, S. Lindsay Street and W. Green Drive; and situated at the western limits of the downtown area. Historically, this was a residential area with some commercial/industrial warehousing uses along the W. Green Drive and S. Lindsay Street frontages. Starting in the 1980s, this area began transitioning into an extension of the downtown area with the construction of the Market Square development along the east side of S. Lindsay Street, opposite the zoning site. During the 1990s, the expansion of market showrooms resulted in the expansion of the CB District to include most of the parcels in this block.

The 0.42-acre parcel associated with this current zoning request was initially part of a larger one-acre parcel that was rezoned to a CU-CB District in 2003. The CB District does not require any on-

site parking. However, since this site was situated at the western edge of the downtown area the City Council's 2003 zoning approval included a condition that some parking be installed for a proposed market showroom uses. This parking was established on the southern portion of the one-acre parcel.

Since obtaining zoning approval, the larger one-acre parcel was subdivided into two separate parcels. One parcel is 100 S. Lindsay Street, the northern portion of the former parcel, and the current zoning site where an approximately 34,000-square-foot, 3-story market showroom was developed. The second parcel is 108 S. Lindsay Street, the southern portion of the former one-acre parcel, and where parking was established to meet the zoning condition. The two parcels are now under separate ownership and the applicant is attempting to sell the property at 100 S. Lindsay Street. However, potential buyers expressed concern that the parking established to meet the zoning condition is on a separate parcel under the control of another property owner. Therefore, the applicant has requested rezoning to an updated CZ-CB District to remove the parking condition. Other former zoning conditions, designed to protect the character of the abutting historic structure, are proposed to remain in the updated conditional zoning ordinance.

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.

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;

Staff Comments:

Although the Land Use Plan designation for the site is office, it is currently zoned CU-CB District and is simply being rezoned to change conditions related to parking. In addition, the surrounding properties are also zoned CB or CU-CB. The request does not conflict with any land use policies.

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;
	<u>Staff Comments:</u> ❖ The subject site is in an area that has been firmly established as part of the downtown area. Surrounding zoning is the CB District and surrounding uses are market showrooms. Rezoning to establish an updated CB District zoning, based on conditions offered by the applicant, will be compatible with surrounding development. ❖ The CB District is intended for higher intensity urban development with limited building setbacks and no building height requirement. The adjoining property at 407 W. High Street contains a historic structure located within a Local Historic

	District and a National Register Historic District. In addition, the structure is designated as a Guilford County Landmark. Its architecture and historic character should be protected. To address these concerns, the applicant offered to continue to use zoning conditions established on the property in 2003 to protect the character of the abutting historic property. Those conditions include limiting building height, increasing building setback, as well as landscaping and screening reequipments. The carryover of these previously established standards will continue to ensure the protection and compatibility of development next to this historic district.
<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.; <i>Staff Comments:</i> Based on conditions offered by the applicant, staff has found no evidence that the proposed updated CZ-CB District will negatively impact adjacent property owners.
<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; <i>Staff Comments:</i> The site is within the Randleman 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; <i>Staff Comments:</i> The site is within an area currently served by City of High Point utilities and municipal services. The current use of the property has no known adverse impacts on municipal services.
<u>Factor #5</u>	Minimizes or effectively mitigates any identified adverse effect on the use, enjoyment or value of adjacent lands. <i>Staff Comments:</i> Based on conditions offered by the applicant, staff has found no evidence that the updated CZ-CB District would adversely effect the enjoyment or value of adjacent property owners.

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.

Staff Comments:

Since its rezoning to the CU-CB District in 2003, the footprint and organization of the biannual High Point Market has evolved. First, the way this area has been zoned and developed makes it firmly part of the downtown area and a market showroom destination. Second, the creation of the High Point Market Authority in 2001 centralized the organization of this biannual event. The Market transportation network consists of regional parking lots, buses and a shuttle transportation network which reduced the need for onsite parking for individual showrooms.

Development Patterns:

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

Staff Comments:

The zoning site is surrounded by the CB District and market showroom uses have been established on both sides of this segment of S. Lindsay Street. The application to establish an updated CZ-CB District, with conditions offered by the applicant, will be consistent with the development pattern that has been established in this area.

Reasonableness/Public Interest:

An approval of the proposed Conditional Zoning District is considered reasonable and in the public interest.

Staff Comments:

In this case, staff suggests that the approval of the applicant's request is reasonable and in the public interest because:

- 1) The site is in an established CB District area with multiple market showrooms;
- 2) The applicant has offered to retain previously adopted zoning conditions that address compatibility concern with the abutting historic structure;
- 3) Based on the manner in which this portion of the downtown developed, and changes to the transportation system under the Market Authority, on-site parking condition are no longer required for market showroom uses in this area; and
- 4) Except for the onsite parking conditions, the requested CZ-CB District is the same as the previous CB zoning approval granted on the site in 2003.

Recommendation

Staff Recommends Approval:

The Planning & Development Department recommends approval of the request to rezone this 0.42-acre parcel to the CZ-CB District. As conditioned, the requested CZ-CB District will be compatible with the surrounding area and in conformance with adopted plans.

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.

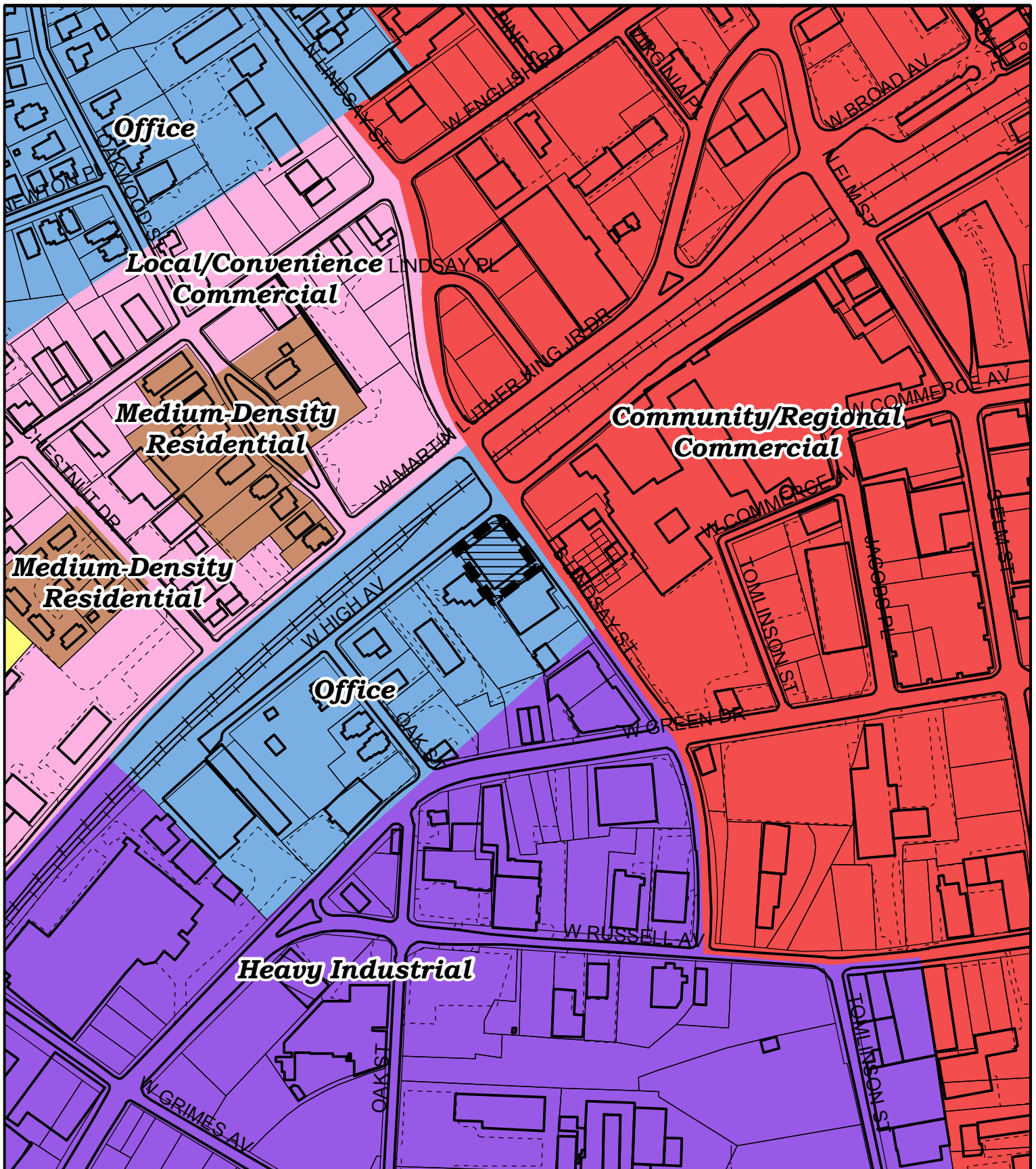
City Council:

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.

G:/Planning/Secure/ba-pz/
2017/pz/za17-08.mxd



ZONING MAP AMENDMENT ZA-17-08

Land Use Plan

Existing Land Use Plan
Subject Property Boundary



Planning & Development
Department

City of High Point

Date: May 23, 2017



Scale: 1"=300'
G:\Planning\Secure\ba-pz\2017\pz\za17-08lu.mxd

ZONING MAP AMENDMENT ZA-17-08

Topography

Subject Property Boundary - - - - -

**Planning & Development
Department**

City of High Point

Date: May 23, 2017



Scale: 1"=300'

G:/Planning/Secure/ba-pz/
2017/pz/za17-08topo.mxd

ZONING MAP AMENDMENT ZA-17-08



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 May 23, 2017 and before the City Council of the City of High Point on June 19, 2017 regarding **Zoning Map Amendment Case 17-08 (ZA-17-08)** 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 May 14, 2017, for the Planning and Zoning Commission public hearing and on June 7, 2017 and June 14, 2017, 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 **June 19, 2017**.

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 Central Business (CZ-CB) District**. The property is approximately 0.42 acres and lying at the southwest corner of S. Lindsay Street and W. High Street (100 S. Lindsay Street). The property is also known as Guilford County Tax Parcel 017245.

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:

Any uses allowed in the Central Business (CB) District subject to the standards of the Development Ordinance and the specific conditions listed in this ordinance

Part II. CONDITIONS:

A. Development and Dimensional Requirements.

1. A minimum fifteen (15) foot building setback shall be provided from the W. High Street right-of-way or northern property line of the zoning site.
2. A minimum ten (10) foot wide Street Yard planted at a rate of 2 understory trees per every 100 linear feet and 18 evergreen shrubs per every 100 linear feet shall be required along the northern property line of the zoning site.

3. No loading dock or access to loading dock shall be permitted from W. High Street. Loading or service areas shall not be visible from the W. High Street right-of-way.
4. As long as the abutting property to the west (Guilford County Tax Parcel 0172463 - 407 W. High Street) contains a historic structure/structure of historic significance, the following shall be required:
 - a) A minimum ten (10) foot building setback from the western property line of Guilford County Tax Parcel Guilford County Tax Parcel 0172463.
 - b) A minimum ten (10) foot wide planting yard planted at a rate of 2 understory trees per every 100 linear feet and 18 evergreen shrubs per every 100 linear feet shall be required along the western property line of Guilford County Tax Parcel Guilford County Tax Parcel 0172463.
 - c) A maximum building height of fifty (50) feet.

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 **June, 2017.**

Lisa B. Vierling, City Clerk

Citizens Information Meeting Report Zoning Map Amendment Case 17-08

Submitted by: Mr. Clinton Cogburn (Tuggle Duggins P.A.) on
behalf of the Lucky-7 Development Group

CITIZEN INFORMATION MEETING REPORT FOR 100 S. LINDSAY STREET
(LUCKY SEVEN DEVELOPMENT)

1. Meeting Date, Time, and Location

Applicant opted not to conduct a formal, in-person informational meeting, thus no specific meeting date, time, and location is available to report. As permitted under Subsection 2.3.3 (“Citizen Information Meeting”) of the City of High Point Development Ordinance, applicant elected to conduct the citizen information meeting telephonically. Via mailed notification (See Exhibit A), applicant notified all landowners required to be notified, at the addresses provided by the City of High Point (See Exhibit B). In the notification, applicant included information on the proposed rezoning, the goal of the proposed rezoning, contact information for applicant’s counsel, and a request for comments or questions from any notified or interested party.

2. Method and Date of Notification

Via mailed notification (See Exhibit A), applicant notified all landowners required to be notified, at the addresses provided by the City of High Point (See Exhibit B). In the notification, applicant included information on the proposed rezoning, the goal of the rezoning, contact information for applicant’s counsel, and a request for comments or questions from any notified or interested party. Notifications were sent out via mail on Tuesday, April 25, 2017.

3. List of Landowners Notified

Applicant notified all landowners required to be notified, at the addresses provided by the City of High Point (See Exhibit B).

4. List of Meeting Attendees

As noted, applicant did not conduct a formal, in-person informational meeting. As of the filing of this report, applicant has heard from two nearby landowners. First, Jarrell Investment Properties LLC acknowledged that it had received the notification and understood the proposed rezoning and the reasons behind the request. Second, John Jokinen of EJ Victor, Inc. discussed the notice with Applicant, through its representative, primarily inquiring into the reason behind the proposed rezoning, the parking element associated with the rezoning, and when the City of High Planning and Zoning Commission meeting concerning this request would occur. Applicant discussed the proposed zoning amendment and provided the date of the Planning and Zoning Commission hearing. Applicant, through its representative, remains committed to communicating with nearby landowners and interested parties concerning the proposed rezoning throughout the remainder of this process.

5. Telephonic Meeting

As permitted under Subsection 2.3.3 (“Citizen Information Meeting”) of the City of High Point Development Ordinance, applicant elected to conduct the citizen information meeting telephonically. Via mailed notification (See Exhibit A), applicant notified all landowners

required to be informed, at the addresses provided by the City of High Point (See Exhibit B). In the notification, applicant included information on the proposed rezoning, the goal of the rezoning, contact information for applicant's counsel, and a request for comments or questions from any notified or interested party.

6. Description of the Development Proposal

In applicant's mailings to surrounding and nearby neighbors, applicant included a description of the proposed rezoning (See Exhibit A) with the approved city statement from the City of High Point (See Exhibit C).

7. Summary of Comments

As of this report's filing, applicant has heard from two nearby landowners. One acknowledged that it had received the notification and understood the proposed rezoning and the reasons behind the request. The second property owner was contacted by phone after leaving an initial voicemail and primarily wanted to understand the reason behind the proposed rezoning, the parking element associated with the rezoning, and when the City of High Planning and Zoning Commission meeting concerning this request would take place. Applicant, through its representative, discussed the proposed zoning amendment and provided the date of the Planning and Zoning Commission hearing. Applicant, through its representative, remains committed to communicating with nearby landowners and interested parties concerning the proposed rezoning throughout the remainder of this process.

EXHIBIT A

TUGGLE DUGGINS P.A.

100 North Greene Street, Suite 600
Greensboro, NC 27401

April 25, 2017

Neighbor

[Address]

Re: Rezoning at 100 S. Lindsay Street, High Point, NC 27260

Dear [Neighbor],

We are writing to you because you own property that is nearby or next to the property at 100 South Lindsay Street, High Point, NC 27260. We want to share with you some information regarding our plans for the property. As you may be aware, we have filed a rezoning application on behalf of our client, Lucky Seven Development Group, with the City of High Point. As explained in more detail below, the only real change in the zoning conditions that we are seeking is to eliminate the need for on-site parking. The use of the property will remain the same.

This property was previously rezoned to a Conditional Use-Central Business (CU-CB) District on February 4, 2004 (this is the current zoning designation for the property). Pursuant to that conditional use permit, off-street parking was to be provided at a rate of 50% of the minimum requirement. We are proposing rezoning the property to Conditional Zoning-Central Business (CZ-CB) District. This proposed rezoning is in response to changes in the requirements under the City of High Point Development Ordinance. Since the latest rezoning of this property, High Point has changed considerably, specifically the Central Business District, where 100 S. Lindsay is located. In that area, increased density, traffic, pedestrian volume, and business development has occurred, as a direct result of High Point's concerted efforts to grow the area. The intent of this rezoning is to align the parking requirements to those outlined for the Central Business District in the Development Ordinance.

As a result of our proposed rezoning, the current building, use, landscaping, and buffering will remain the same. The subject property will still house a furniture showroom. The only change will be to parking, simply making it consistent with the current parking requirements for Central Business District development.

We intend to continue to be a good neighbor to you. While we hope that you are excited about this change, we understand that you may have questions. Should you have any concerns or if you would like to simply discuss the project, please contact me at 336-271-5244 or mfox@tuggleduggins.com. We look forward to working with you on this project.

Sincerely,

Michael S. Fox
Attorney
Tuggle Duggins P.A.

EXHIBIT B

ADS REALTY LLC
102 MADISON AVE 4TH FLOOR
NEW YORK NY 10016

AMERICAN LEGION POST 87
409 W HIGH AVE
HIGH POINT NC 27260

BOLTON, DAVID BRYAN ; BOLTON, PRISCILLA
LYNN
218 IDOL ST
HIGH POINT NC 27262

BRUNSVOLD, MARK
PO BOX 16166
MINNEAPOLIS MN 55416

CARING SERVICES INC
101 OAKWOOD ST
HIGH POINT NC 27262

CARING SERVICES INC
PO BOX 5492
HIGH POINT NC 27262

CARLS FURNITURE INC
6810 N STATE RD 7
COCONUT CREEK FL 33073

CAROLINA COACH CO
P O BOX 52427
ATLANTA GA 30355

DARR, DOROTHY GAY
501 W HIGH AVE
HIGH POINT NC 27260

DOCKS LIFE LLC POB 541
65700 OVERSEAS HWY
LONG KEY FL 33001

DOWDY, JAMES HENRY SR
PO BOX 26026
RALEIGH NC 27611

E J VICTOR INC
110 WAMSUTTA MILL RD
MORGANTON NC 28655

EZINE INCORPORATED
4201 W BELMONT AVE
CHICAGO IL 60641

FEIZY PROPERTIES LTD
1949 N STEMMONS FREEWAY
DALLAS TX 75207

FLASH GORDON MOTORS & LEASING INC
1920 BETHEL DR
HIGH POINT NC 27260

FREEWAY PLAZA LLC
2301 SOUTH 300 WEST
SALT LAKE CITY UT 84115

GALLOP, STEVEN F ; GALLOP, KAREN M
4012 DUPLIN DR
GREENSBORO NC 27407

HARRIS, JEFFERY D
4 CHOWAN RD
GREENSBORO NC 27407

I T MANN POST NUMBER 87 OF THE AMERICN
LEGION INC
PO BOX 5601
HIGH POINT NC 27262

JARRELL INVESTMENT PROPERTIES LLC
2527 WHITE OAK RD
RALEIGH NC 27609

KOOBER LLC
2145 TYSONS EXECUTIVE CT
DUNN LORING VA 22027

LEE, ANNE HO ; LEE, DAVID JERRY
6088 SWEETBRIAR COVE
MEMPHIS TN 38120

LINDSAY MARKET LLC
40 HARBOR PARK DR NORTH
PORT WASHINGTON NY 11050

LUCKY 7 DEVELOPMENT GROUP
210 4TH ST SW
CONOVER NC 28613

LUNI INVESTMENTS LLC
497 RIVARD BLVD
GROSSE POINTE MI 48230

M&M REAL ESTATE INC
PO BOX 1298
CONOVER NC 28613

MANN I T POST NO 87 AMERICAN LEGION INC
409 W HIGH AVE
HIGH POINT NC 27260

MARKET SQUARE 12G LLC
424 PALM ST
WEST PALM BEACH FL 33480

MARKET SQUARE AC IV SPE LLC
475 S GRAND CENTRAL PARKWAY SUITE 1615
LAS VAGES NV 39106

MARKET SQUARE LIMITED
305 W HIGH AVE
HIGH POINT NC 27260

MARZILLI USA INC
511 CHRISLEA RD
WOODBIDGE ONTARIO CANADA L4L 8N6

ORBADEN INC
4201 BELMONT AVE
CHICAGO IL 60641

PHILLIPS PROPERTY CO LLC
317 WEST HIGH ST
HIGH POINT NC 27260

RASHID, MUHAMMAD ; RASHID, BIBI ABIDA
1155 SWEETBRIAR RD
HIGH POINT NC 27262

SNL HOLDINGS LLC
1025 ROCKFORD RD
HIGH POINT NC 27262

WILLIAM H CHILD LIVING TRUST ; CHILD, WILLIAM
H TR ; CHILD, PATRICIA A TR
2301 SOUTH 300 WEST
SALT LAKE CITY UT 84115

WILLIARD INVESTMENT LLC
449 S WRENN ST
HIGH POINT NC 27260

EXHIBIT C



City of High Point Conditional Zoning District Zoning Citizen Information Meetings

Anyone planning to file a zoning application for a Conditional Zoning district from the City of High Point is required to hold a citizen information meeting prior to filing the application. This requirement applies only to an application for a conditional zoning district or an application to amend a previously approved conditional zoning district. Conditional zoning is a type of zoning where property owners can impose specific conditions or restrictions on the development and use of their property, and where the conditions are enforceable by the City regardless of the property's future ownership.

The City of High Point finds that quality development is better achieved through an informed and cooperative process than an adversarial one. The purpose of the citizen information meeting is to allow the person planning to file an application, otherwise known as the applicant, the opportunity to inform citizens about the development proposal and to provide citizens the opportunity to ask questions and find out more about the proposal prior to any official public hearings.

The applicant's development proposal is officially presented to the Planning & Zoning Commission and City Council at their respective public hearings. At the public hearings, the Commission and Council hear comments and concerns from citizens regarding the proposal prior to making decisions. The public hearings are not the preferred setting for citizens to learn about a development proposal for the first time. It is difficult to gain understanding of a proposal and offer well thought out comments during the relatively short time of a public hearing. The citizen information meeting is important in that it can provide basic information and allow communication with the applicant before the public hearings, so that citizens may informatively develop their comments and any concerns, and later present them at the public hearings for consideration.

Applicants may vary the form and number of citizen information meetings they conduct; however, they are required to contact or otherwise notify owners of property located within 300 feet of the proposed zoning site. Whatever form the meeting takes, those citizens participating are provided with this written statement from the City of High Point, which describes the purpose of the citizen information meeting, the application process and where additional information may be obtained from the City. In addition, the applicant must provide a written description of the development proposal and any other available information that would help citizens to better understand it. After the zoning application is filed with the City's Planning & Development Department, the

Administration
336.883.3328

Planning Services
336.883.3328

Development Services
336.883.3328

Inspection Services
336.883.3151

City of High Point, P.O. 230, 211 South Hamilton Street, High Point, NC 27261 USA
Fax: 336.883.3056 www.highpointnc.gov/plan Permit Fax: 336.883.8518 TDD 336.883.8517

applicant submits to the City a written report of the citizen information meeting(s). At a minimum, this report records the property owners notified; date, time and location of the meeting(s); the written description of the development proposal; and any comments, ideas or suggestions from citizens that were incorporated into the development proposal.

Before the public hearings are held, the City's Planning & Development Department mails notices to all owners of property located within 300-feet of the zoning site. This notice provides information on the conditional zoning district request; the time, date and place of the Planning & Zoning Commission public hearing; and contact information. A second notice is mailed prior to the City Council's public hearing with similar information. Also, signs are placed on the zoning site giving notice of the request and the City's public hearings.

After hearing public comments and considering the development proposal, the Planning & Zoning Commission makes a recommendation to the City Council who, after holding their public hearing, decides what action should be taken on the proposal. Changes to the applicant's proposal can occur during this process in order to insure consistency with City policy and development regulations, and to minimize expected impacts that can be generated by the development or use of the zoning site.

No condition can be included in a conditional zoning district that specifies ownership status, race, religion or characteristics of the development's occupants, the minimum size of a dwelling, the minimum value of buildings or improvements, or ones that otherwise excludes specific races, religions or classes of people.

Citizens are strongly encouraged to contact the City's Planning & Development Department and visit the department's website for additional information on the City's zoning process, and for information about specific development proposals.

Contact:

Planning & Development Department 336-883-3328
www.highpointnc.gov/plan/
www.buildhighpoint.com

CITY OF HIGH POINT

AGENDA ITEM



Title: Request to declare a vacancy on the Planning & Zoning Commission

From: G. Lee Burnette, Planning & Development
Director

Meeting Date: June 19, 2017

Public Hearing: No

Advertising Date: N/A

Advertised By: N/A

Attachments: Memorandum dated 6/7/17

PURPOSE:

To declare a seat on the Planning & Zoning Commission vacant due to a member's excessive absences that will allow for a future appointment by the City Council.

BACKGROUND:

A memorandum dated 6/7/17 is enclosed.

BUDGET IMPACT:

There is no budget impact.

RECOMMENDATION / ACTION REQUESTED:

Staff recommends that the City Council declare Keith McInnis' seat on the Planning & Zoning Commission vacant due to absences and pursue the appointment of a qualified individual to fill the remainder of that seat's term of office.

To: Honorable Mayor & City Council
From: G. Lee Burnette, AICP
Date: June 7, 2017
Subject: **P&Z Commission Member Attendance—Keith McInnis**

The Development Ordinance's attendance requirements do not allow members of the Planning and Zoning Commission (P&Z), Board of Adjustment (BOA) or Historic Preservation Commission (HPC) to miss more than 33% of the regular meetings in a calendar year or miss 3 consecutive regular meetings, unless it is a qualified excused absence. When such an absence occurs, the member loses status as a voting member of the board until the City Council reinstates the member or appoints someone to replace the member.

Keith McInnis, who was appointed to the P&Z Commission in August 2016, missed three consecutive regular meetings in January, February and March of this year. These absences were not excused absences under the terms of the City's attendance requirements. When initially contacted, Mr. McInnis stated that these absences were due to changes in his work schedule. He further stated that he would need to see if it could be resolved and that he would contact me. When I contacted him several weeks later, on May 1st, he stated that work had not been a conflict and that he would provide information requesting reinstatement within the next couple of days. As of this date, no information has been received requesting reinstatement, nor has Mr. McInnis contacted this office regarding his reinstatement.

After his appointment last year, Mr. McInnis attended the Commission's remaining 2016 regular meetings, but has not attended a regular meeting during 2017. His current term of office expires July 1, 2018. He was previously appointed to the Commission in 2011, but resigned in 2012 due to not meeting the City's attendance requirements.

I respectfully request that the City Council declare Mr. McInnis' seat on the Commission vacant due to his absence and ask the City Council to appoint a qualified replacement to fill the remainder of his term.

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 May 23, 2017 and before the City Council of the City of High Point on June 19, 2017 regarding **Zoning Map Amendment Case 17-05 (ZA-17-05)** 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 May 14, 2017, for the Planning and Zoning Commission public hearing and on June 7, 2017 and June 14, 2017, 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 **June 19, 2017**.

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 Office Institutional (CZ-OI) District**. The property is approximately 0.88 acres and lying at the southwest corner of Eastchester Drive and Plainview Drive (2211 Eastchester Drive). The property is also known as Guilford County Tax Parcel 0196496.

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:**

Any uses allowed in the Office Institutional (OI) District subject to the standards of the Development Ordinance and the specific conditions listed in this ordinance.

Part II. **CONDITIONS:**

A. **Development and Dimensional Requirements.**

1. A Type B Perimeter Landscape Yard shall be installed along the western boundary of the zoning site. A landscape plan shall be prepared and submitted within 90 days of the adopted of this zoning map amendment.

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

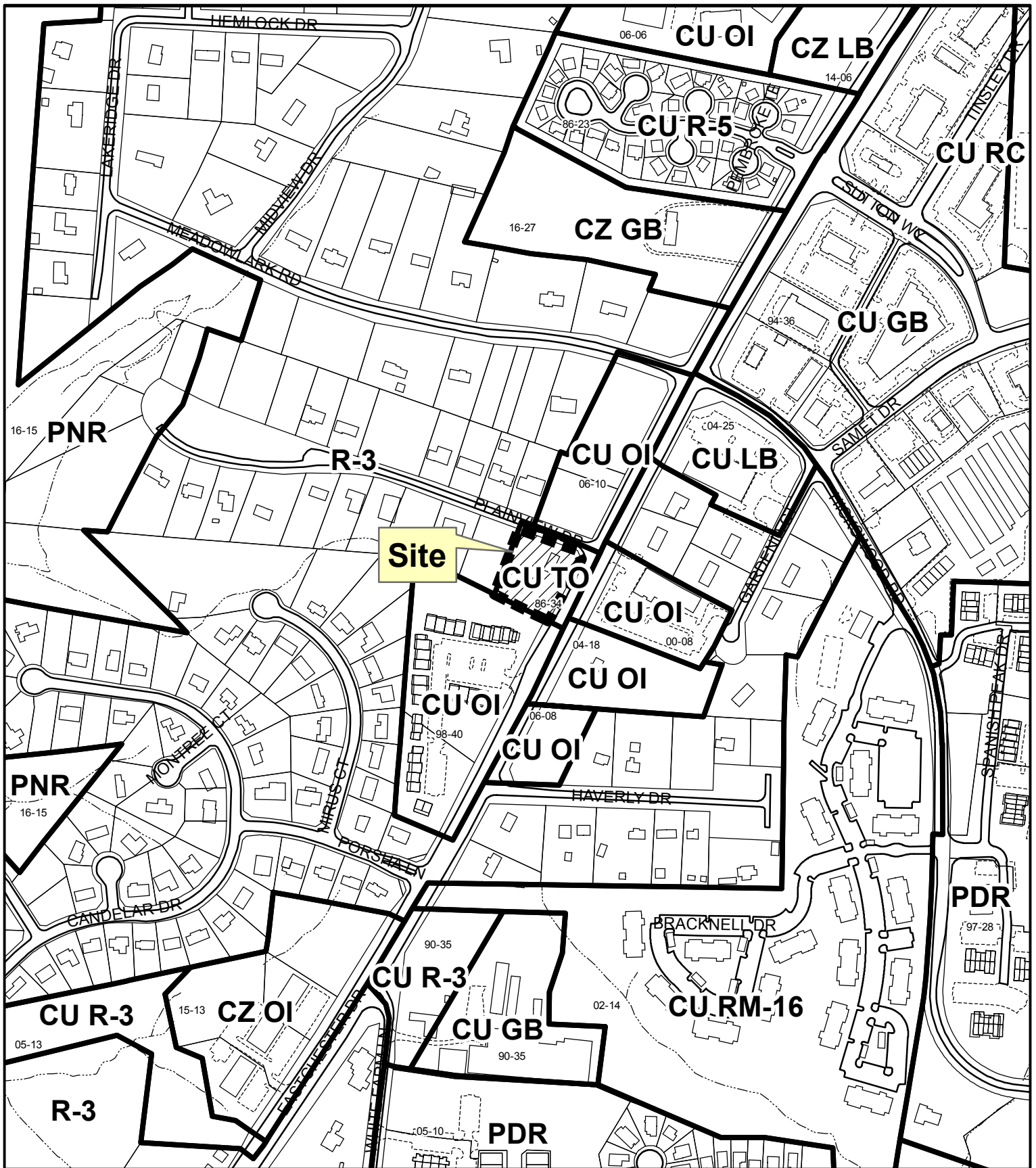
That all ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 6.

This ordinance shall become effective upon the date of adoption.

19th day of **June, 2017.**

Lisa B. Vierling, City Clerk



ZONING MAP AMENDMENT ZA-17-05

From: Conditional Use Transitional Office
To: Conditional Zoning Office Institutional

Existing Zoning Boundary —————
Subject Property Boundary - - - - -

**Planning & Development
 Department**

City of High Point

Date: May 23, 2017



Scale: 1"=400'

G:\Planning\Secure\ba-pz/
 2017\pz\za17-05.mxd

**RESOLUTION of the HIGH POINT CITY COUNCIL
APPROVING CONVEYANCE
OF REAL PROPERTY
TO A NONPROFIT CORPORATION**

WHEREAS, the City of High Point owns a tract of land located at 806 George Place in the City of High Point and more particularly described in Deed Book 7241, Page 2389 and Deed Book 4782, Page 58 of the Guilford County Registry ("Property"); and

WHEREAS, North Carolina General Statute § 160A-457 authorizes a city's acquisition and disposition of property for redevelopment as part of a community development program, or independently thereof, and without the necessity of compliance with the Urban Redevelopment Law; and

WHEREAS, North Carolina General Statute § 160A-20.1 authorizes a city to appropriate money to private organizations to carry out any public purpose that a city is authorized by law to engage in; and

WHEREAS, North Carolina General Statute § 160A-279 authorizes a city to convey real property by private sale to a nonprofit corporation which carries out a public purpose, in lieu of or in addition to the appropriation of funds; and

WHEREAS, the City of High Point has approved a contract with Community Housing Solutions of Guilford, Inc. to construct affordable housing in Southside and the Washington Terrace areas respectively to convey the above-described Property to Community Housing Solutions of Guilford, Inc.;

**THEREFORE, THE CITY COUNCIL FOR THE CITY OF HIGH POINT
RESOLVES THAT:**

1. The Mayor of the City of High Point is authorized to execute all documents necessary to convey title to the Property located at 806 George Place in the City of High Point, and is more particularly described in Deed Book 7241, Page 2389 and Deed Book 4782, Page 58 of the Guilford County Registry.

2. The consideration of the conveyance is Community Housing Solutions of Guilford, Inc.'s agreement to use this property only for the "public" purpose of furthering the mission of the City of High Point in providing owner-occupied housing. If for any reason the property ceases to be used for a "public" purpose, the property shall revert back to the City of High Point. A statement to this effect shall be placed in the deed of conveyance.

3. The City Clerk shall publish a notice summarizing the contents of this resolution and the conveyance of the property may be consummated at any time after 10 days of publication of the notice.

ADOPTED this the 19th day of June, 2017.

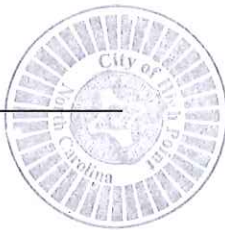
CITY OF HIGH POINT

By

William S. Bencini, Jr.
William S. Bencini, Jr., Mayor

Attested to:

Lisa Vierling
Lisa Vierling, City Clerk



**RESOLUTION of the HIGH POINT CITY COUNCIL
APPROVING CONVEYANCE
OF REAL PROPERTY
TO A NONPROFIT CORPORATION**

WHEREAS, the City of High Point owns a tract of land located at 605 Vail Avenue in the City of High Point and more particularly described in Deed Book 7824, Page 2492 and Deed Book 7059, Page 1991 of the Guilford County Registry ("Property"); and

WHEREAS, North Carolina General Statute § 160A-457 authorizes a city's acquisition and disposition of property for redevelopment as part of a community development program, or independently thereof, and without the necessity of compliance with the Urban Redevelopment Law; and

WHEREAS, North Carolina General Statute § 160A-20.1 authorizes a city to appropriate money to private organizations to carry out any public purpose that a city is authorized by law to engage in; and

WHEREAS, North Carolina General Statute § 160A-279 authorizes a city to convey real property by private sale to a nonprofit corporation which carries out a public purpose, in lieu of or in addition to the appropriation of funds; and

WHEREAS, the City of High Point has approved a contract with Community Housing Solutions of Guilford, Inc. to construct affordable housing in Southside and the Washington Terrace areas respectively to convey the above-described Property to Community Housing Solutions of Guilford, Inc.;

THEREFORE, THE CITY COUNCIL FOR THE CITY OF HIGH POINT RESOLVES THAT:

1. The Mayor of the City of High Point is authorized to execute all documents necessary to convey title to the Property located at 605 Vail Avenue in the City of High Point, and is more particularly described in Deed Book 7824, Page 2492 and Deed Book 7059, Page 1991 of the Guilford County Registry.

2. The consideration of the conveyance is Community Housing Solutions of Guilford, Inc.'s agreement to use this property only for the "public" purpose of furthering the mission of the City of High Point in providing owner-occupied housing. If for any reason the property ceases to be used for a "public" purpose, the property shall revert back to the City of High Point. A statement to this effect shall be placed in the deed of conveyance.

3. The City Clerk shall publish a notice summarizing the contents of this resolution and the conveyance of the property may be consummated at any time after 10 days of publication of the notice.

ADOPTED this the 19th day of June, 2017.

CITY OF HIGH POINT

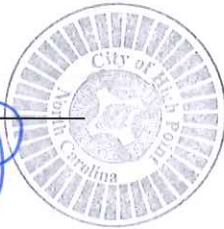
By

William S. Bencini, Jr.

William S. Bencini, Jr., Mayor

Attested to:

Lisa B. Vierling
Lisa Vierling, City Clerk



**RESOLUTION of the HIGH POINT CITY COUNCIL
APPROVING CONVEYANCE
OF REAL PROPERTY
TO A NONPROFIT CORPORATION**

WHEREAS, the City of High Point owns a tract of land located at 608 Vail Avenue in the City of High Point and more particularly described in Deed Book 6641, Page 1296 and Deed Book 6611, Page 1161 of the Guilford County Registry ("Property"); and

WHEREAS, North Carolina General Statute § 160A-457 authorizes a city's acquisition and disposition of property for redevelopment as part of a community development program, or independently thereof, and without the necessity of compliance with the Urban Redevelopment Law; and

WHEREAS, North Carolina General Statute § 160A-20.1 authorizes a city to appropriate money to private organizations to carry out any public purpose that a city is authorized by law to engage in; and

WHEREAS, North Carolina General Statute § 160A-279 authorizes a city to convey real property by private sale to a nonprofit corporation which carries out a public purpose, in lieu of or in addition to the appropriation of funds; and

WHEREAS, the City of High Point has approved a contract with Community Housing Solutions of Guilford, Inc. to construct affordable housing in Southside and the Washington Terrace areas respectively to convey the above-described Property to Community Housing Solutions of Guilford, Inc.;

THEREFORE, THE CITY COUNCIL FOR THE CITY OF HIGH POINT RESOLVES THAT:

1. The Mayor of the City of High Point is authorized to execute all documents necessary to convey title to the Property located at 608 Vail Avenue in the City of High Point, and is more particularly described in Deed Book 6641, Page 1296 and Deed Book 6611, Page 1161 of the Guilford County Registry.

2. The consideration of the conveyance is Community Housing Solutions of Guilford, Inc.'s agreement to use this property only for the "public" purpose of furthering the mission of the City of High Point in providing owner-occupied housing. If for any reason the property ceases to be used for a "public" purpose, the property shall revert back to the City of High Point. A statement to this effect shall be placed in the deed of conveyance.

3. The City Clerk shall publish a notice summarizing the contents of this resolution and the conveyance of the property may be consummated at any time after 10 days of publication of the notice.

ADOPTED this the 19th day of June, 2017.

CITY OF HIGH POINT

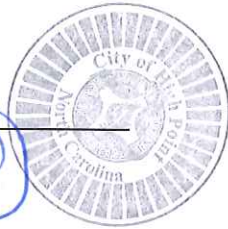
By



William S. Bencini, Jr., Mayor

Attested to:


Lisa Vierling, City Clerk



**RESOLUTION of the HIGH POINT CITY COUNCIL
APPROVING CONVEYANCE
OF REAL PROPERTY
TO A NONPROFIT CORPORATION**

WHEREAS, the City of High Point owns a tract of land located at 610 Vail Avenue in the City of High Point and more particularly described in Deed Book 7246, Page 893 and Deed Book 6515, Page 2642 of the Guilford County Registry ("Property"); and

WHEREAS, North Carolina General Statute § 160A-457 authorizes a city's acquisition and disposition of property for redevelopment as part of a community development program, or independently thereof, and without the necessity of compliance with the Urban Redevelopment Law; and

WHEREAS, North Carolina General Statute § 160A-20.1 authorizes a city to appropriate money to private organizations to carry out any public purpose that a city is authorized by law to engage in; and

WHEREAS, North Carolina General Statute § 160A-279 authorizes a city to convey real property by private sale to a nonprofit corporation which carries out a public purpose, in lieu of or in addition to the appropriation of funds; and

WHEREAS, the City of High Point has approved a contract with Community Housing Solutions of Guilford, Inc. to construct affordable housing in Southside and the Washington Terrace areas respectively to convey the above-described Property to Community Housing Solutions of Guilford, Inc.;

THEREFORE, THE CITY COUNCIL FOR THE CITY OF HIGH POINT RESOLVES THAT:

1. The Mayor of the City of High Point is authorized to execute all documents necessary to convey title to the Property located at 610 Vail Avenue in the City of High Point, and is more particularly described in Deed Book 7256, Page 893 and Deed Book 6515, Page 2642 of the Guilford County Registry.

2. The consideration of the conveyance is Community Housing Solutions of Guilford, Inc.'s agreement to use this property only for the "public" purpose of furthering the mission of the City of High Point in providing owner-occupied housing. If for any reason the property ceases to be used for a "public" purpose, the property shall revert back to the City of High Point. A statement to this effect shall be placed in the deed of conveyance.

3. The City Clerk shall publish a notice summarizing the contents of this resolution and the conveyance of the property may be consummated at any time after 10 days of publication of the notice.

ADOPTED this the 19th day of June, 2017.

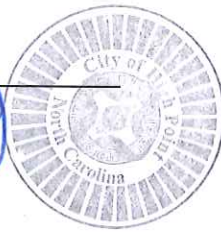
CITY OF HIGH POINT

By

William S. Bencini, Jr.
William S. Bencini, Jr., Mayor

Attested to:

Lisa Vierling
Lisa Vierling, City Clerk



**RESOLUTION of the HIGH POINT CITY COUNCIL
APPROVING CONVEYANCE
OF REAL PROPERTY
TO A NONPROFIT CORPORATION**

WHEREAS, the City of High Point owns a tract of land located at 700 Vail Avenue in the City of High Point and more particularly described in Deed Book 6953, Page 985 and Deed Book 6722, Page 3010 of the Guilford County Registry ("Property"); and

WHEREAS, North Carolina General Statute § 160A-457 authorizes a city's acquisition and disposition of property for redevelopment as part of a community development program, or independently thereof, and without the necessity of compliance with the Urban Redevelopment Law; and

WHEREAS, North Carolina General Statute § 160A-20.1 authorizes a city to appropriate money to private organizations to carry out any public purpose that a city is authorized by law to engage in; and

WHEREAS, North Carolina General Statute § 160A-279 authorizes a city to convey real property by private sale to a nonprofit corporation which carries out a public purpose, in lieu of or in addition to the appropriation of funds; and

WHEREAS, the City of High Point has approved a contract with Community Housing Solutions of Guilford, Inc. to construct affordable housing in Southside and the Washington Terrace areas respectively to convey the above-described Property to Community Housing Solutions of Guilford, Inc.;

**THEREFORE, THE CITY COUNCIL FOR THE CITY OF HIGH POINT
RESOLVES THAT:**

1. The Mayor of the City of High Point is authorized to execute all documents necessary to convey title to the Property located at 700 Vail Avenue in the City of High Point, and is more particularly described in Deed Book 6953, Page 1272 and Deed Book 6251, Page 516 of the Guilford County Registry.

2. The consideration of the conveyance is Community Housing Solutions of Guilford, Inc.'s agreement to use this property only for the "public" purpose of furthering the mission of the City of High Point in providing owner-occupied housing. If for any reason the property ceases to be used for a "public" purpose, the property shall revert back to the City of High Point. A statement to this effect shall be placed in the deed of conveyance.

3. The City Clerk shall publish a notice summarizing the contents of this resolution and the conveyance of the property may be consummated at any time after 10 days of publication of the notice.

ADOPTED this the 19thth day of June, 2017.

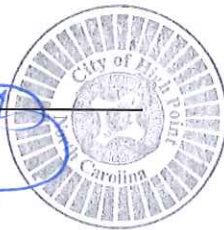
CITY OF HIGH POINT

By

William S. Bencini, Jr.
William S. Bencini, Jr., Mayor

Attested to:

Lisa D. Vierling
Lisa Vierling, City Clerk



CITY OF HIGH POINT

AGENDA ITEM



Title: Budget Amendment for High Point Market Authority

From: Eric Olmedo, Budget Director

Meeting Date: June 19, 2017

Public Hearing: N/A

Advertising Date: N/A

Advertised By: N/A

Attachments: Budget ordinance

PURPOSE:

A budget amendment is needed to recognize additional Occupancy Tax and Showroom Tax revenue and Business License that has been received above the budgeted amount.

BACKGROUND:

The approved budget includes estimates for Occupancy Tax collections and Showroom Tax collections in the Market Authority Fund. The FY 2016-2017 Approved Budget estimated \$365,000 for occupancy tax collections and \$1,625,000 for showroom tax collections. It appears collections for occupancy taxes will exceed budget by \$35,000, for a total of \$400,000.

BUDGET IMPACT:

These funds are passed through the budget to the Market Authority. The revenue budget needs to be increased by \$35,000 to recognize the additional revenue, and the expenditure budget will be increased by \$35,000 to enable the funds to be transferred to the Market Authority.

RECOMMENDATION / ACTION REQUESTED:

The Budget Department recommends and asks the Council to approve the budget amendment.

"AN ORDINANCE AMENDING THE 2016-2017 BUDGET ORDINANCE
OF THE CITY OF HIGH POINT, NORTH CAROLINA
FOR THE HIGH POINT MARKET AUTHORITY

Be it ordained by the City Council of the City of High Point, North Carolina, as follows:

Section 1. The revenues received for the Market Authority for occupancy tax and showroom licenses will exceed the adopted budget by an estimated \$35,000.

Section 2. In order to recognize and appropriate these funds, the FY 2016-2017 Budget Ordinance of the City of High Point should be amended as follows:

(A) That the Market Authority Fund revenues be amended as follows:

Market Authority Occupancy Taxes	\$ 35,000
----------------------------------	-----------

(B) That the Market Authority Fund expenditures be amended as follows:

Market Authority Expenditures	\$ 35,000
-------------------------------	-----------

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 June 19, 2017

CITY OF HIGH POINT

AGENDA ITEM



Title: Street Abandonment 17-01
(Ghulam Khan)

From: Lee Burnette, Planning & Development
Director

Meeting Date: June 19, 2017

Public Hearing: Yes

Advertising Date: May 26, 2017 and
June 2, 9 & 16, 2017

Advertised By: Planning & Development

Attachments: A. Planning and Zoning Commission Recommendation
B. Staff Report
C. Resolution of Abandonment

PURPOSE:

A request by Ghulam Khan to abandon excess right-of-way lying at the southwest corner of S. Main Street and Kendall 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 May 23, 2017, a public hearing was held before the Planning and Zoning Commission regarding Street Abandonment 17-01. The Planning & Zoning Commission recommended **approval** of this request, by a vote of 6-0, as outlined in the staff report and recommended by staff.

PLANNING AND ZONING COMMISSION RECOMMENDATION

Ghulam Khan

Zoning Map Amendment 17-02

At its May 23, 2017 public hearing, the Planning and Zoning Commission reviewed Street Abandonment 17-01. All members of the Commission were present, except for members Keith McInnis, Marie Stone and Ray Wheatley. Herbert Shannon, Senior Planner, presented the case and recommended approval of the request as outlined in the staff report.

Speaking in favor of the request:

Speaking in favor of the request, on behalf of the applicant, was Mr. Thomas Trulove, 2 Devonshire Drive, Greensboro, N.C. Mr. Trulove stated that if the request is approved, the applicant will do any necessary maintenance on the property and will pay taxes on the land, which will benefit the city.

Speaking in opposition of the request:

No one spoke in opposition to this request.

Planning & Zoning Commission Action

The Planning & Zoning Commission recommended approval of Street Abandonment Case 17-01, as recommended by staff, by a vote of 6-0.

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

**STAFF REPORT
STREET ABANDONMENT CASE 17-01
May 23, 2017**

Request	
Applicant: Ghulam Khan	Proposal: To abandon excess right-of-way lying at the southwest corner of S. Main Street and Kendall Avenue.

Adjacent Streets		
Name:	Classification:	Right-of-Way and Pavement Width:
S. Main Street	Major Thoroughfare	97-foot-wide right-of-way; 68-foot-wide paving with curb and gutter
Kendall Avenue	Local street	50-foot-wide right-of-way; 30-foot-wide paving with curb and gutter

Adjacent Property Zoning and Current Land Use		
North	Main Street (MS) District (Sub-Area D)	Undeveloped parcel
East	Main Street (MS) District (Sub-Area D)	Public Park/Golf Course (<i>across S. Main Street</i>)
South	Main Street (MS) District (Sub-Area D)	Church and commercial use (<i>across Kendall Avenue</i>)
West	Main Street (MS) District (Sub-Area D)	Undeveloped parcel

Analysis

The applicant is requesting to abandon excess right-of-way (ROW) lying at the southwest corner of S. Main Street and Kendall Avenue. The area proposed for abandonment has a triangular shape with approximately 92 feet of frontage along S. Main Street, approximately 60 feet of frontage along Kendall Avenue and a total area of approximately 3,649 square feet. This ROW was recorded in 1949 on a map entitled "Property of D.E. Headen - High Point" (Plat Book 14 – Page 53 Guilford County Register of Deeds). This area of abandonment was platted as an extension of Kenilworth Drive and is not part of the S. Main Street ROW.

The applicant is currently developing a car dealership on the abutting property (1912 S. Main Street) and has requested abandonment of this excess ROW to incorporate this area into their property. Based on review of historic aerial photos, this area was used to access S. Main Street in the late 1950s. Since 1970, the aerial photos depict this excess ROW as being used as a driveway access point and as a landscaping area for the abutting parcel at 1912 S. Main Street.

Abandonment of the City's interest in this excess ROW will not deprive the abutting or adjacent property owners access to their property. The applicant is the only abutting property owner. Therefore, the applicant was the only owner to receive a mailed public hearing notice. In addition to the regular mail notice, notification of the abandonment was placed in the High Point Enterprise and a public hearing sign was posted on the ROW to be abandoned per requirements.

Findings & Recommendations

The City of High Point's Technical Review Committee (TRC) and the various private utility providers reviewed this request and identified no concerns related to the abandonment of this ROW abandonment. As part of their review, the Engineering Services Department and the Electric Department identified a stormwater line and a City light pole, respectively, within the ROW proposed for abandonment. Additionally, the Engineering Services Department noted that a 12-inch City sewer line runs along the west side of S. Main Street in close proximity to this area proposed for abandonment. Easements must be retained for any portion of this sewer line that is within the area to be abandoned.

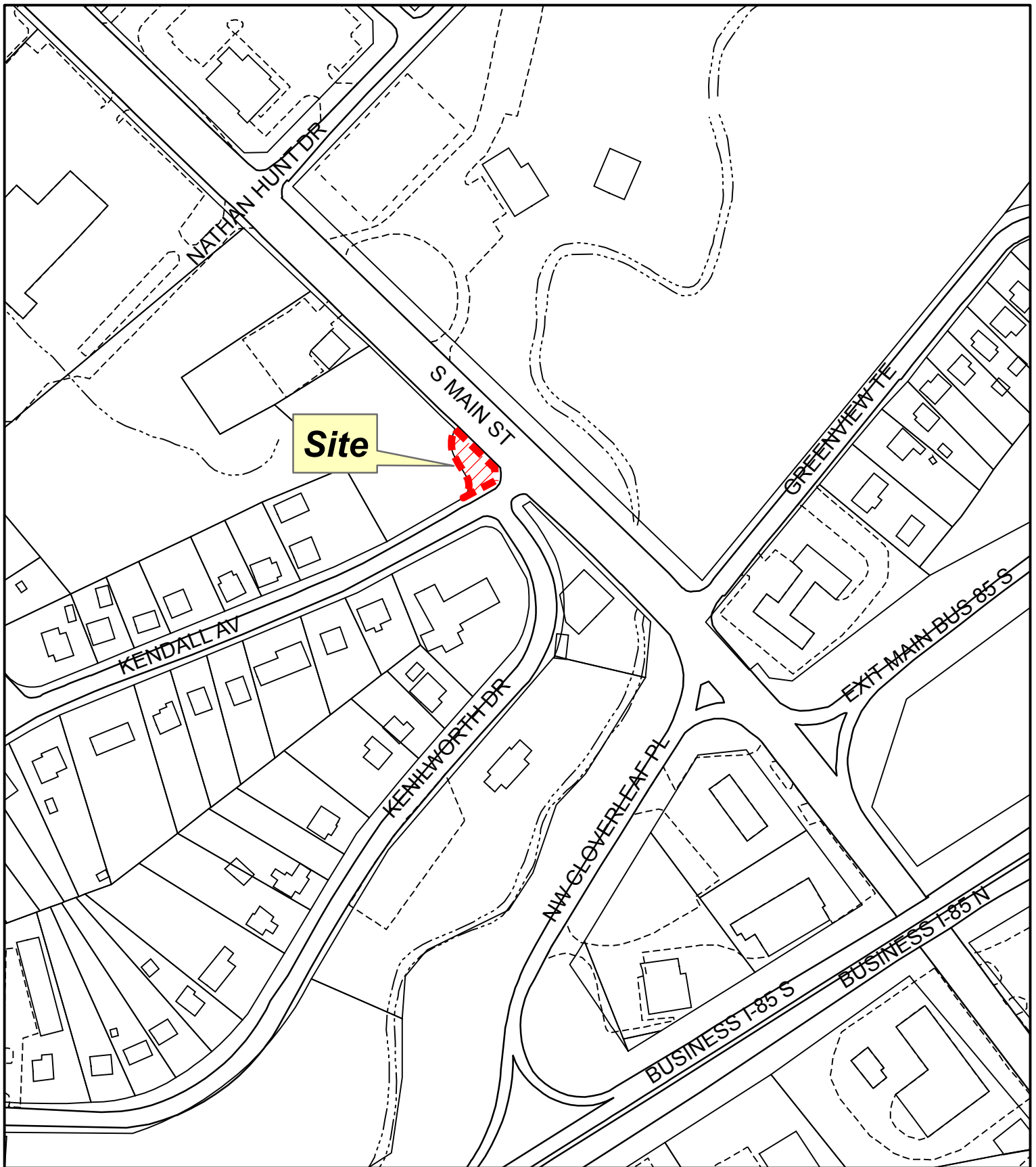
Finally, because this ROW abuts S. Main Street (S.R. 1009), staff also sought comment from the North Carolina Department of Transportation (NCDOT). Comments were received from Division 7 of NCDOT, their record revealed that the State has never maintained any portion of the ROW requested to be abandoned. They have no objections to this request subject to the abandonment occurring in such a manner that the new ROW aligns with the existing S. Main Street ROW line. The survey submitted by the applicant depicts an alignment with the existing S. Main Street ROW.

This abandonment of the public's interest and conveyance of the right-of-way to the abutting property owner, as provided by state statutes, is found not to be contrary to the public's interest and is found not to deprive owners in the vicinity of the right-of-way reasonable means of ingress and egress to their property. The Planning and Development Department recommends approval of the request with the retention of the following utility easements:

- 1) Retention of a 15-foot wide stormwater/drainage easement centered over the existing 15-inch stormwater line within and crossing the right-of-way;
- 2) Retention of a 20-foot wide electrical easement centered around the existing electrical pole and service lines within and crossing the right-of-way; and
- 3) Retention of a 20-foot wide sewer line easement centered over existing sewer line within or crossing the right-of-way.

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.



STREET ABANDONMENT SN-17-01

Applicant: Ghulam Khan
Area: 0.075 acres



Location of requested street abandonment

Planning & Development
Department

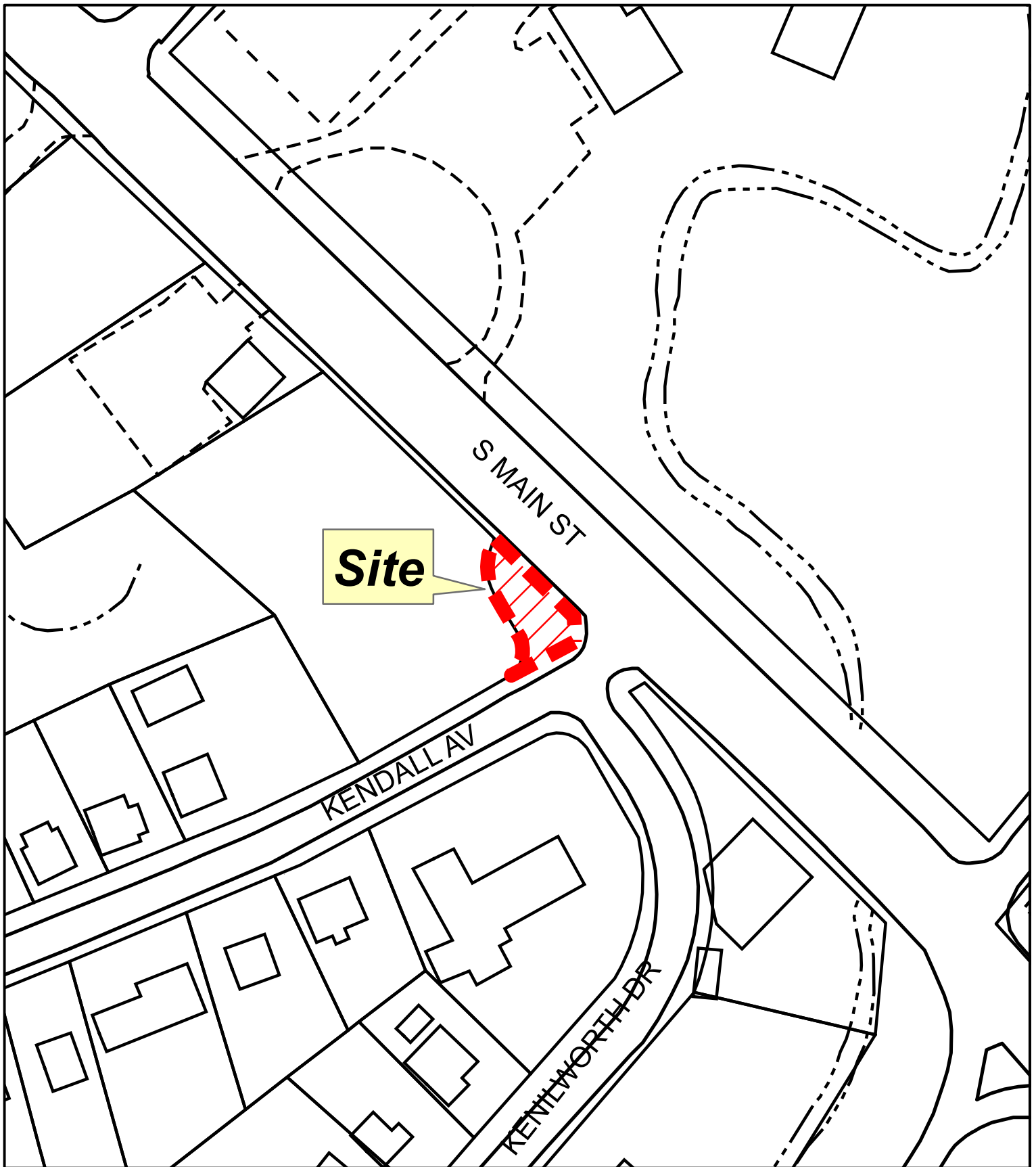
City of High Point

Date: May 23, 2017



Scale: 1"=200'

G:/Planning/Secure/ba-pz/
2017/pz/sa17-01exh.mxd



STREET ABANDONMENT SA-17-01

Applicant: Ghulam Khan
Area: 0.075 acres



Location of requested street abandonment

Planning & Development
Department

City of High Point

Date: May 23, 2017



Scale: 1"=100'

G:/Planning/Secure/ba-pz/
2017/pz/sa17-01.mxd

Attachments: Photographs (May 2017) and Aerial (2014)
Looking northward from Kendall Avenue/Kenilworth Drive.



Looking eastward from of S. Main Street



Looking westward from of S. Main Street





STREET ABANDONMENT SA-17-01

Applicant: Ghulam Khan
Area: 0.075 acres



Location of requested street abandonment

Planning & Development
Department

City of High Point

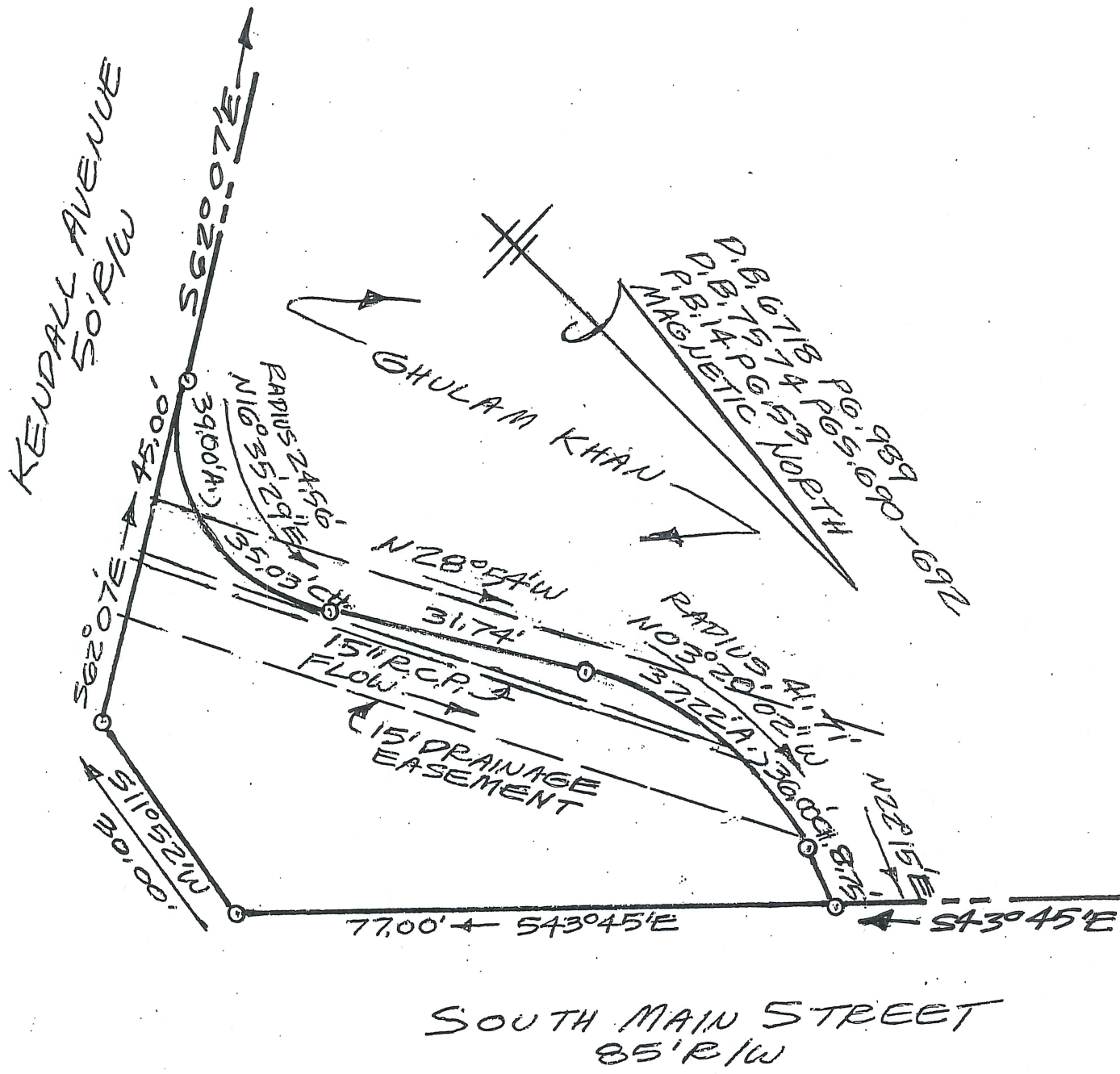
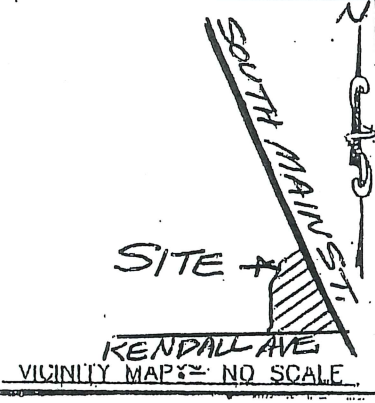
Date: May 23, 2017



Scale: 1"=100'
G:/Planning/Secure/ba-pz/
2017/pz/sa17-01photo.mxd

THIS MAP IS SUBJECT TO ANY EASEMENTS, AGREEMENTS, OR RIGHTS-OF-WAY OF RECORD.

NOTE: THIS MAP PREPARED FOR:
GHULAM KHAN
1219 SOUTH MAIN STREET
HIGH POINT, N.C.



D.E. HEADEN S/D

T.M.: PARCEL
PLAT BOOK 14 PG. 53
DEED REF: 7574 690-692
BOOK 6718 PAGE 989
GUILFORD COUNTY



Geodesign Maps Inc.
131 Orrille Drive
High Point, N.C. 27260

DRAWN BY: T.T.T.
SCALE: 1" = 20'
DATE: 12-28-07
REVISED: T.E.F.B.
JOB NO. 507-00155

Return to: Joanne Carlyle, City Attorney
City of High Point
P.O. Box 230
High Point, NC 27261
Resolution No. xxxx/17-xx

RESOLUTION

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HIGH POINT, IN A REGULAR MEETING ASSEMBLED ON THE 17th DAY OF JUNE, 2017, AT 5:30 P.M. IN THE COUNCIL CHAMBERS OF THE MUNICIPAL BUILDING, HIGH POINT, NORTH CAROLINA:

Street Abandonment (Closure) Case 17-01

(excess right-of-way lying at the southwest corner of S. Main Street and Kendall Avenue)

A request by Ghulam Khan to abandon excess right-of-way lying at the southwest corner of S. Main Street and Kendall Avenue (approximately 3,649-square-foot triangular segment).

WHEREAS, Ghulam Khan has petitioned the City Council of the City of High Point to permanently abandon (close) excess right-of-way lying at the southwest corner of S. Main Street and Kendall Avenue, which is more specifically escribed as follows:

Beginning at the Southeastern corner of the Right of Ways of South Main Street and Kendal Avenue at Iron pipe, running a bearing of south 11 degrees 52 minutes West ,corner of the two Right Of ways and distance of 30.00 feet; running thence along the southern Right Of Way of Kendal Avenue a bearing of south 62 degrees 07 minutes East ,45.00 distance feet to a corner long the Right Of Way of Kendal Avenue; running a Bearing of north 16 degrees, 35 minutes, 29 seconds East in a Curve with Radius of 24.56 feet, arch 39.00 feet, chord 35.03 feet, to another nail of Mr. Khan Ghulam property; running thence along with the property of Mr. khan Ghulam a Bearing of north 28 degrees, 54 minutes west, distance of 31.74 feet to a nail; running thence a Bearing of north 03 degrees, 20 minutes, 02 seconds west, with a Radius of 41.71 feet with a distance of 37.22 feet ,with a Chord 36.00 feet to a nail with the property of Mr. Khan Ghulam, running thence a Bearing of north, 22 degrees, 15 minutes

east, distance of 8.75 feet to a nail, with the Right Of way of south main Street, running thence along the Right Of Way of south main Street, a Bearing of south 43 degrees, 45 minutes east, distance 77.00 feet to an iron pipe, being the Point Of Beginning, with Area of the track being of 3,649 .00 Square Feet.

WHEREAS, the petition has been duly filed with this Council in a Regular meeting assembled on the 15th day of May, 2017, at 5:30 p.m. setting the 17th day of June, 2017 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 May 26, 2017 and June 2, 9 & 16, 2017; 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) excess right-of-way lying at the southwest corner of S. Main Street and Kendall Avenue; 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 excess right-of-way lying at the southwest corner of S. Main Street and Kendall Avenue (approximately 3,6459 square feet), as described above, be closed pursuant to North Carolina G.S. 160A-299;
2. That the City of High Point shall retain a 15-foot wide stormwater/drainage easement centered over the existing 15-inch stormwater line within and crossing the right-of-way;
3. That the City of High Point shall retain a 20-foot wide electrical easement centered around the existing electrical pole and service lines within and crossing the right-of-way;
4. That the City of High Point shall retain a 20-foot wide sewer line easement centered over any existing sewer line within or crossing the right-of-way; and
5. 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 19th day of June, 2017
Lisa B. Vierling, City Clerk

BK: R 7949
PG: 1267-1270
RECORDED:
06-29-2017
03:49:00 PM
BY: JANE SCHULTZ
DEPUTY-HP



2017036243
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. 1677 / 17-24

RESOLUTION

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HIGH POINT, IN A REGULAR MEETING ASSEMBLED ON THE 17th DAY OF JUNE, 2017, AT 5:30 P.M. IN THE COUNCIL CHAMBERS OF THE MUNICIPAL BUILDING, HIGH POINT, NORTH CAROLINA:

Street Abandonment (Closure) Case 17-01

(excess right-of-way lying at the southwest corner of S. Main Street and Kendall Avenue)

A request by Ghulam Khan to abandon excess right-of-way lying at the southwest corner of S. Main Street and Kendall Avenue (approximately 3,649-square-foot triangular segment).

WHEREAS, Ghulam Khan has petitioned the City Council of the City of High Point to permanently abandon (close) excess right-of-way lying at the southwest corner of S. Main Street and Kendall Avenue, which is more specifically escribed as follows:

Beginning at the Southeastern corner of the Right of Ways of South Main Street and Kendal Avenue at Iron pipe, running a bearing of south 11 degrees 52 minutes West ,corner of the two Right Of ways and distance of 30.00 feet; running thence along the southern Right Of Way of Kendal Avenue a bearing of south 62 degrees 07 minutes East ,45.00 distance feet to a corner long the Right Of Way of Kendal Avenue; running a Bearing of north 16 degrees, 35 minutes, 29 seconds East in a Curve with Radius of 24.56 feet, arch 39.00 feet, chord 35.03 feet, to another nail of Mr. Khan Ghulam property; running thence along with the property of Mr. khan Ghulam a Bearing of north 28 degrees, 54 minutes west, distance of 31.74 feet to a nail; running thence a Bearing of north 03 degrees, 20 minutes, 02 seconds west, with a Radius of 41.71 feet with a distance of 37.22 feet ,with a Chord 36.00 feet to a nail with the property of Mr. Khan Ghulam, running thence a Bearing of north, 22 degrees, 15 minutes

east, distance of 8.75 feet to a nail, with the Right Of way of south main Street, running thence along the Right Of Way of south main Street, a Bearing of south 43 degrees, 45 minutes east, distance 77.00 feet to an iron pipe, being the Point Of Beginning, with Area of the track being of 3,649 .00 Square Feet.

WHEREAS, the petition has been duly filed with this Council in a Regular meeting assembled on the 15th day of May, 2017, at 5:30 p.m. setting the 17th day of June, 2017 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 May 26, 2017 and June 2, 9 & 16, 2017; 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) excess right-of-way lying at the southwest corner of S. Main Street and Kendall Avenue; 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 excess right-of-way lying at the southwest corner of S. Main Street and Kendall Avenue (approximately 3,6459 square feet), as described above, be closed pursuant to North Carolina G.S. 160A-299;
2. That the City of High Point shall retain a 15-foot wide stormwater/drainage easement centered over the existing 15-inch stormwater line within and crossing the right-of-way;
3. That the City of High Point shall retain a 20-foot wide electrical easement centered around the existing electrical pole and service lines within and crossing the right-of-way;
4. That the City of High Point shall retain a 20-foot wide sewer line easement centered over any existing sewer line within or crossing the right-of-way; and
5. 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 19th day of June, 2017
Lisa B. Vierling, City Clerk



City of High Point
Municipal Office Building
211 South Hamilton Street
High Point, NC 27261

Certification

I, Maria A Smith, Deputy 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 June 19, 2017 and upon approval by City Council will be recorded in Book 92 of the Official Minute Books and Resolution Book XIX 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 29th day of June, 2017.



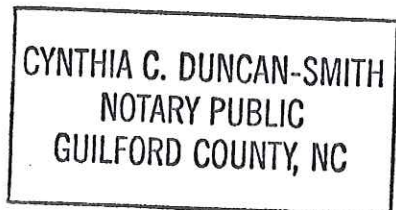
A handwritten signature in blue ink that reads "Maria A. Smith".

Maria A. Smith, Deputy City Clerk

ACKNOWLEDGEMENT

I, Cynthia C. Duncan-Smith, a Notary Public of said County and State, do hereby certify that Maria A Smith is known to me as Deputy 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 29th day of June, 2017.



A handwritten signature in blue ink that reads "Cynthia C. Duncan-Smith".

Cynthia C. Duncan-Smith, Notary Public

Commission Expires: 1/18/2020

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.

Site

STREET ABANDONMENT SN-17-01

Applicant: Ghulam Khan
Area: 0.075 acres



Location of requested street abandonment

Planning & Development
Department

City of High Point

Date: May 23, 2017



Scale: 1"=200'

G:/Planning/Secure/ba-pz/
2017/pz/sa17-01record.mxd

SURVEY AND ACCURACY

I, BRADLEY D. PHILLIPS, CERTIFY THAT THIS MAP WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (DEED DESCRIPTION RECORDED IN BOOK 2840, PAGE 282, BOOK 2753, PAGE 561, BOOK 1904, PAGE 170, BOOK 1082, PAGE 50, BOOK 288, PAGE 270 AND BOOK 964, PAGE 83); THAT THE BOUNDARIES NOT SURVEYED ARE INDICATED AS DASHED; THAT THE RATIO OF PRECISION IS 1:10,000+; THAT THIS MAP MEETS THE REQUIREMENTS OF THE STANDARDS OF PRACTICE FOR LAND SURVEYING IN NORTH CAROLINA (21 NCAD 56.1600); THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30, AS AMENDED.

THIS 8TH DAY OF FEBRUARY, 2017.

Bradley D. Phillips
PROFESSIONAL LAND SURVEYOR L-5088

CERTIFICATE OF G.S. 47-30(p)(11)d

I, BRADLEY D. PHILLIPS, PLS CERTIFY TO ONE OR MORE OF THE FOLLOWING AS INDICATED

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

THE PURPOSE OF THIS PLAT IS TO DEFINE THE PROPOSED NEW CITY LIMITS OF HIGH POINT.

BRADLEY D. PHILLIPS, PLS REGISTRATION NO. L-5088

I, BRADLEY D. PHILLIPS, CERTIFY THAT THIS MAP WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL GPS SURVEY MADE UNDER MY SUPERVISION AND THE FOLLOWING INFORMATION WAS USED TO PERFORM THE SURVEY:

- (1) Class of survey: A
- (2) Positional accuracy: 0.07"
- (3) Type of GPS field procedure: RTK
- (4) Dates of survey: 2-8-17
- (5) Datum/Epoch: NAD 83 (2011)
- (6) Published/fixed-control use: NCVRS
- (7) Geoid Model: 12A
- (8) Combined grid factor(s): 0.9999318814
- (9) Units: U.S. Feet

GENERAL NOTES

- 1) THIS SURVEY IS OF AN EXISTING PARCEL(S) OF LAND AND IS BASED ON EXISTING CORNERS FOUND ON SITE.
- 2) FLOOD CERTIFICATION: THE SUBJECT PROPERTY IS NOT LOCATED IN A SPECIAL FLOOD HAZARD AREA AS SCALED FROM MAPS FURNISHED BY NORTH CAROLINA FLOOD PLAIN MAPPING PROGRAM DATED JUNE 18, 2002, SUBJECT TO VERIFICATION BY DETAILED FLOOD MAP STUDY. SEE COMMUNITY PANEL No. 37102821004.
- 3) ALL DISTANCES ARE HORIZONTAL GROUND DISTANCES UNLESS NOTED OTHERWISE.
- 4) THIS SURVEY SHOWS EXISTING SITE CONDITIONS AS PER FEBRUARY 8, 2017.
- 5) IRON PIPES AT ALL CORNERS UNLESS OTHERWISE NOTED.
- 6) METHOD OF COMPUTATION IS BY COORDINATE CALCULATION
- 7) THE RATIO OF PRECISION IS 1:10,000+.
- 8) THE PROPERTY IS SUBJECT TO ANY EASEMENTS, AGREEMENTS, OR RIGHTS-OF-WAY PRIOR TO THE DATE OF THIS MAP WHICH WERE NOT APPARENT AT THE TIME OF MY INSPECTION AND MIGHT OTHERWISE BE DISCLOSED BY AN ATTORNEY'S TITLE OPINION WHICH AS OF DATE SHOWN HEREON HAS NOT BEEN SUPPLIED TO DAVIS-MARTIN-POWELL ENGINEERS & SURVEYORS. THERE MAY BE EASEMENTS OR OTHER MATTERS OF RECORD AFFECTING THIS PROPERTY NOT SHOWN HEREON.
- 9) COORDINATES SHOWN ARE BASED ON THE NORTH CAROLINA GRID SYSTEM (NC3200), NAD 83 (2011), AND NAVD 88 (GEOID 12A), AND COORDINATES WERE OBTAINED USING THE NCVRS SYSTEM.
- 10) THE PURPOSE OF THE MAP IS TO ANNEX PARCEL NUMBERS 0160150, 0160166, AND 0160151 INTO THE HIGH POINT CITY LIMITS.
- 11) AREA TO BE ANNEXED 5.137± ACRES
TRACT A: 4.65± ACRES (PARCEL NOS. 0160150 AND 0160166)
TRACT B: 0.487± ACRES (PARCEL NO. 0160151)

LEGEND

- | | |
|----------------------|--------------------------|
| ⊕ BENCHMARK | ○ NEW CORNER SET |
| ⊞ CATCH BASIN | ⊞ POWER PEDESTAL |
| ⊞ CLEAN OUT | ○ POLE |
| ⊞ DROP INLET | ⊞ SANITARY MANHOLE |
| ⊞ ELECTRIC MANHOLE | ⊞ SHRUB |
| ⊞ GAS MANHOLE | ⊞ SIGN |
| ⊞ GAS VALVE | ⊞ STORM DRAINAGE MANHOLE |
| ⊞ GAS METER | ⊞ TELEPHONE PEDESTAL |
| ⊞ HYDRANT | ⊞ TREE |
| ○ EXISTING IRON PIPE | ○ WATER METER |
| ⊞ UTILITY BOX | ⊞ WATER MANHOLE |
| ⊞ LAMP | ⊞ WATER VALVE |
| ⊞ MAILBOX | ⊞ WELL |
| ⊞ MONUMENT | ● COMPUTED POINT |
| ⊞ GUY WIRE | ○ EXISTING IRON PIPE |
| | ⊞ HEAT/AIR UNIT |

- | | |
|-----------------------------|-------|
| ADJOINER LINE | --- |
| UTILITY EASEMENT | ESMT |
| FENCE LINE | X X |
| LINE SURVEYED | --- |
| OVERHEAD POWER | OH OH |
| CURB & GUTTER | --- |
| RIGHT OF WAY | --- |
| PARCEL LINE | --- |
| PAVEMENT LINE | --- |
| DRAINAGE PIPE | SD SD |
| HIGH POINT CITY LIMITS LINE | --- |

IP = EXISTING IRON PIPE
IR = EXISTING IRON ROD
NIP = NEW IRON PIPE
EPK = EXISTING PK NAIL
NPK = NEW PK NAIL
R/W = RIGHT OF WAY
FL = FLUSH WITH GROUND
BG = BELOW GROUND
AG = ABOVE GROUND
EX = EXISTING
CONC. = CONCRETE
NL = NAIL
RCP = REINFORCED CONCRETE PIPE
CPP = CORRUGATED PLASTIC PIPE
CMP = CORRUGATED METAL PIPE
H/C = HANDICAP
AC = ACRES SQ. FT. = SQUARE FEET
POB = POINT OF BEGINNING
POC = POINT OF COMMENCING
ECM = EXISTING CONCRETE MONUMENT
C/P = CAR PORT
IN/OUT = INSIDE/OUTSIDE PROPOSED CITY LIMITS

STATEMENT OF ACCEPTANCE OF DEDICATION

THROUGH THE APPROVAL AND RECORDATION OF THIS PLAT, THE CITY OF HIGH POINT HEREBY ACCEPTS THE DEDICATION TO THE PUBLIC OF THE PUBLIC RIGHT-OF-WAY FOR ALL PUBLIC STREETS, ALLEYS, AND SIDEWALKS, UTILITY EASEMENTS, AND PARKS OR OTHER SITES SHOWN AND DEDICATED TO THE PUBLIC ON THIS PLAT, BUT ASSUMES NO RESPONSIBILITY TO OPEN, OPERATE, REPAIR OR MAINTAIN ANY LAND OR FACILITY UNTIL IN THE OPINION OF THE CITY IT IS IN THE PUBLIC INTEREST TO DO SO.

OWNERSHIP AND DEDICATION

THE UNDERSIGNED HEREBY ACKNOWLEDGE(S) OWNERSHIP OF THE PROPERTY SHOWN AND DESCRIBED HEREON AND HEREBY ADOPTS THIS PLAT AND ALLOTMENT TO BE A FREE ACT AND DEED AND HEREBY DEDICATE(S) TO THE PUBLIC USE STREETS, PLAYGROUNDS, PARKS, DRAINAGEWAY AND OPEN SPACE AND EASEMENTS FOREVER ON ALL AREAS SO SHOWN OR INDICATED ON SAID PLAT, AND AUTHORIZES THE CITY OF HIGH POINT TO RECORD THIS PLAT IN THE OFFICE OF THE REGISTER OF DEEDS OF GUILFORD COUNTY, NORTH CAROLINA.

Cathy Allen Peltz 6/14/17
AUTHORIZED REPRESENTATIVE DATE

ATTEST DATE

APPROVAL FOR RECORDATION

APPROVED FOR RECORDATION BY THE CITY OF HIGH POINT, NORTH CAROLINA ON THE 22 DAY OF JUNE, 2017 PURSUANT TO THE CITY OF HIGH

Robert L. Poirier
DIRECTOR OF PLANNING & DEVELOPMENT

REVIEW OFFICER CERTIFICATION

STATE OF NORTH CAROLINA
COUNTY OF GUILFORD
Mark Schroeder REVIEW OFFICER OF THE CITY OF HIGH POINT, GUILFORD COUNTY, CERTIFY THAT THE MAP OR PLAT TO WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.
Mark Schroeder 6/23/17
REVIEW OFFICER DATE

NO APPROVAL IS REQUIRED BY NCDOT DIVISION OF HIGHWAYS

THIS PLAT DOES NOT REQUIRE CERTIFICATE OF APPROVAL BY THE N.C. DIVISION OF HIGHWAYS AS PROVIDED IN G.S. 136-102.6 SUBSECTION (6).

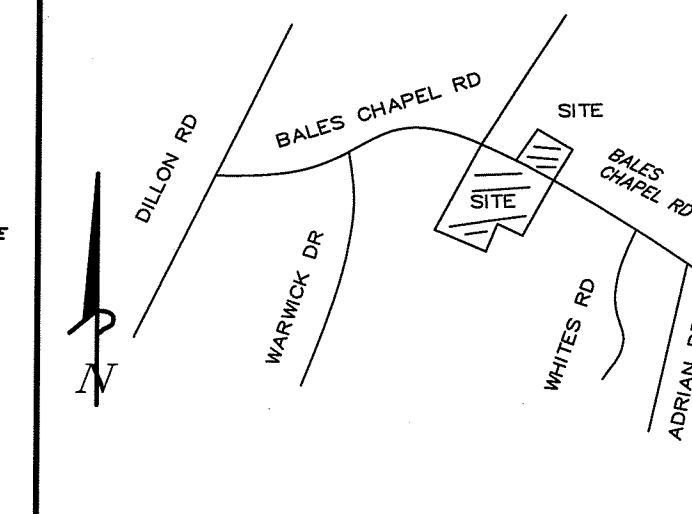
CITY COUNCIL ANNEXATION APPROVAL

THE ANNEXATION ORDINANCE FOR THIS PROPERTY WAS APPROVED BY HIGH POINT CITY COUNCIL ON JUNE 19, 2017 WITH THE EFFECTIVE DATE

OF ANNEXATION BEING JUNE 19, 2017 AND THE FOLLOWING

ORDINANCE NUMBER 7308/17-50

SIGNED *Walter S. Seif* MAYOR



VICINITY MAP
Not to scale

Curve Table

Curve #	Length	Radius	Chord Bearing	Chord Distance
C1	125.47	629.67	N77°32'54"W	732.34

Line Table

Line #	Direction	Length
L1	N70°40'15"W	78.55
L2	N03°10'05"E	6.56
L3	N03°10'05"E	2.90
L4	S03°33'36"W	7.10
L5	S03°33'36"W	4.28
L6	N71°14'53"W	199.54
L7	N04°50'43"E	49.61
L8	S71°27'00"E	560.08
L9	S03°22'25"W	31.42
L10	N64°55'35"E	27.21

CURRENT CITY LIMITS ARE TO THE CENTERLINE OF THE RIGHT-OF-WAY

AREA IN ROAD RIGHT OF WAY TO BE DEDICATED TO CITY OF HIGH POINT 0.441± ac. 19,226± sq. ft.

SUSAN GAYLE HALL NELSON
PARCEL NO: 0160152
D.B. 5341, PG. 950

NAD 83 (2011) NSRS
N = 812,748.91
E = 1,722,315.43

SUSAN GAYLE HALL NELSON
PARCEL NO: 0160153
D.B. 7622, PG. 731

BALES MEMORIAL WESLEYAN METHODIST CHURCH
PARCEL NO: 0160151
D.B. 288, PG. 270
D.B. 964, PG. 83

EX. STONE
NAD 83 (2011) NSRS
N = 812,684.72
E = 1,722,505.13

JASEN A. STRANGE
PARCEL NO: 0160149
D.B. 6908, PG. 2671

AREA IN ROAD RIGHT OF WAY TO BE DEDICATED TO CITY OF HIGH POINT 0.046± ac. 2,006± sq. ft.

1/2" IP
NAD 83 (2011) NSRS
N = 812,532.04
E = 1,722,471.80

WYATT L. AND MARGIE R. RICHARDSON
PARCEL NO: 0160169
D.B. 1309, PG. 158

BK: P 194

PG: 107-107

RECORDED: 2017035088

08-26-2017

08:58:38 AM

BY: MISTY MARTIN

DEPUTY-HP

2017035088
GUILFORD COUNTY, NC
JEFF L. THIGPEN
REGISTER OF DEEDS

NC FEE \$21.00

ANNEXATION MAP FOR
THE CITY OF HIGH POINT
FOR
BALES MEMORIAL WESLEYAN
METHODIST CHURCH

PROPERTY OF

BALES MEMORIAL WESLEYAN
METHODIST CHURCH

PACEL NO: 0160150, 0160166 AND 0160151
DEED BOOK 2840, PAGE 282, DEED BOOK 2753, PAGE 561,
DEED BOOK 1904, PAGE 170, DEED BOOK 288, PAGE 270
AND DEED BOOK 964, PAGE 83

900-1000, 1001 AND 1002

BALES CHAPEL ROAD

JAMESTOWN, NORTH CAROLINA

JAMESTOWN TOWNSHIP, GUILFORD COUNTY

PREPARED BY

DAVIS • MARTIN • POWELL
ENGINEERS & SURVEYORS

6415 OLD PLANK RD, HIGH POINT, NC 27265

(336) 886-4821 | WWW.DMP-INC.COM | LICENSE: F-0245

DATE: 2-8-17

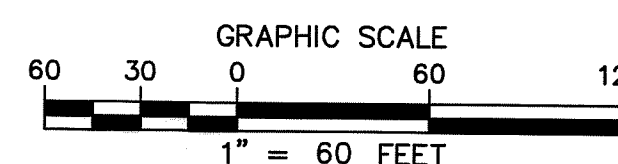
SURVEYED BY: RD

SCALE: 1" = 60'

DRAWN BY: ARG

PROJECT: 170015

CHECKED BY: BDP



CITY OF HIGH POINT

AGENDA ITEM



Title: HRC – 2017 6-month Workplan

From: Fanta Dorley, Human Relations Manager
Jenn Brandt, HRC Chair

Meeting Date: June 19, 2017

Public Hearing: N/A

**Advertising Date /
Advertised By:** N/A

Attachments:

PURPOSE:

Seeking City Council approval for the July- December 2017 Workplan for the Human Relations Commission.

BACKGROUND:

The Ordinance for the High Point Human Relations Commission requires a semi-annual submission of the intended workplan to City Council in order to document and track the work and areas of focus of the Commission. A layout of the plan is to be submitted to clearly illustrate the intended work to be accomplished and provide a summation of work that is to follow. A brief report on past tasks of former workplans will be given to City Council at the presentation of the future workplan.

BUDGET IMPACT:

No funds requested

RECOMMENDATION / ACTION REQUESTED:

Approval of attached document



City of High Point Human Relations Commission

Work Plan: July 2017 - December 31, 2017

- I. Action Items: July 2017 - December 2017
- II. Individual Work Plans for Action Items July 2017 - December 2017

I. Action Items: July 2017 - December 2017

- o Continue interfaith outreach through community dinners and educational awareness.
- o HRC “best practices” dinner with High Point, Greensboro, and Winston-Salem HRCs and human relations staff.
- o Continue Human Relations training for HRC.
- o Select a City of High Point “Humanitarian of the Year” recipient, to be announced as part of the 2018 MLK Day Celebration.

Recommended Human Relations Work Plan: Continue interfaith outreach through community dinners and educational awareness.

1. Refine the identified highest priority initiatives into specific statements to be achieved.	<u>RECOMMENDED INITIATIVE:</u> Continue interfaith outreach through community dinners and educational awareness.
2. Identify when progress toward or successful completion of the initiative will be measured.	<u>RECOMMENDED TIMELINE:</u> • The HRC will partner with the Divan Center and the Community Mosque of High Point to host a dinner on June 27 celebrating the end of Ramadan and to promote peace, respect, and goodwill among all citizens. • The HRC will partner with members of the Bahá'í Faith for an event on October 21.
3. Identify the results or evidence to document successful completion of the initiative. ID meaningful milestones to measure progress when initiative completion is beyond the Work Plan cycle.	<u>RECOMMENDED SUCCESS INDICATORS</u> • Continued interest and participation in the event from community members. • Diverse attendance from the community.
4. Identify the resources needed for this initiative to be successful.	<u>RESOURCES:</u> City staff, city facility, and local partnerships.
5. What else does the Commission need to move forward successfully?	<u>OTHERS:</u>

Recommended Human Relations Work Plan: Organize Triad HRC Dinner

1. Refine the identified highest priority initiatives into specific statements to be achieved.	<u>RECOMMENDED INITIATIVE:</u> The HRC would like to invite commissioners and Human Relations staff from the Winston-Salem and Greensboro Human Relations Commissions to a dinner with the High Point HRC. The purpose is to discuss best practices and highlight successful programming and events from the previous year. There will be presentations from each of the participating HRCs on their successful programs.
2. Identify when progress toward or successful completion of the initiative will be measured.	<u>RECOMMENDED TIMELINE:</u> Fall 2017, depending on availability of commissioners and space availability.
3. Identify the results or evidence to document successful completion of the initiative. ID meaningful milestones to measure progress when initiative completion is beyond the Work Plan cycle.	<u>RECOMMENDED SUCCESS INDICATORS:</u> Successful hosting of dinner with other local commissioners and sharing of best practices from the past year.
4. Identify the resources needed for this initiative to be successful.	<u>RESOURCES:</u> Commissioners' availability. Venue (Deep River Rec Center or other community space). \$300 for food (i.e., pasta, salad, bread, and tea).
5. What else does the Commission need to move forward successfully?	<u>OTHERS:</u> Participation and help from Human Relations staff.

Recommended Human Relations Work Plan: Continue HRC Training

1. Refine the identified highest priority initiatives into specific statements to be achieved.	<u>RECOMMENDED INITIATIVE:</u> HRC members to continue researching and attending trainings related to human relations work and best practices.
2. Identify <i>when</i> progress toward or successful completion of the initiative will be measured.	<u>RECOMMENDED TIMELINE:</u> Ongoing
3. Identify the results or evidence to document successful completion of the initiative. <i>ID meaningful milestones to measure progress when initiative completion is beyond the Work Plan cycle.</i>	<u>RECOMMENDED SUCCESS INDICATORS</u> Commissioners able to: • Understand local problems that may arise in the area of human relations; • Promote equity for all citizens; • Promote understanding, respect, and goodwill among all citizens; • Facilitate channels of communication among racial, ethnic, and religious groups;
4. Identify the resources needed for this initiative to be successful.	<u>RESOURCES:</u> Minimal cost; partnering with state HRC and other partner agencies.
5. What else does the Commission need to move forward successfully?	<u>OTHERS:</u>

Recommended Human Relations Work Plan: Select a City of High Point “Humanitarian of the Year”

1. Refine the identified highest priority initiatives into specific statements to be achieved.	<u>RECOMMENDED INITIATIVE:</u> Select a City of High Point “Humanitarian of the Year” recipient, to be announced as part of the 2018 MLK Day Celebration.
2. Identify <i>when</i> progress toward or successful completion of the initiative will be measured.	<u>RECOMMENDED TIMELINE:</u> Call for nominations would go out in October, and the HRC would select the recipient at the December HRC meeting.
3. Identify the results or evidence to document successful completion of the initiative. <i>ID meaningful milestones to measure progress when initiative completion is beyond the Work Plan cycle.</i>	<u>RECOMMENDED SUCCESS INDICATORS:</u> Awarding of “Humanitarian of the Year” at the 2018 MLK Day Celebration.
4. Identify the resources needed for this initiative to be successful.	<u>RESOURCES:</u> Approximately \$100 for award.
5. What else does the Commission need to move forward successfully?	<u>OTHERS:</u> HRC needs assistance from City’s Office of Communications in soliciting nominations via the City of High Point’s website and social media.

CITY OF HIGH POINT

AGENDA ITEM

**Title: Authorize Budget Amendment for the Issuance of Refunding Bonds****From:** Jeffrey A Moore, Financial Services Director**Meeting Date:** June 19, 2017**Public Hearing:** No**Advertising Date /** N/A**Advertised By:****Attachments:** Ordinance Amending the 2016-2017 Budget Ordinance to Appropriate Funds in Connection with Refunding Bonds

PURPOSE:

The Financial Services Department recommends that City Council authorize the necessary budget amendment for the issuance of refunding bonds and consequently the retirement of outstanding debt for the Series 2016 GO Refunding Bonds and the Series 2016 W&S Revenue Refunding Bonds.

BACKGROUND:

As part of the requirements of governmental accounting standards and NC law governing the issuance of refunding bonds, City Council is required to budget and account for all proceeds of the Series 2016 General Obligation Refunding Bonds completed in November 2016 as well as the Series 2016 W&S Revenue Refunding Bonds completed in November 2016 as well. An amendment to reflect the reconciliation and accounting of the refunding bonds activities in the financial records in addition to the City's financial disclosures is now required.

BUDGET IMPACT:

The Annual Budget for FY2017-2018 as originally adopted did not anticipate issuing refunding bonds in the Fall of 2016. The adoption of the amendment will provide the tangible budgetary appropriations as Council intended in its deliberations and authorization to issue the refunding bonds.

RECOMMENDATION / ACTIONS REQUESTED:

Council is requested to adopt the "Ordinance Amending the 2016-2017 Budget Ordinance to Appropriate Funds in Connection with Refunding Bonds.

"AN ORDINANCE AMENDING THE 2016-2017 BUDGET ORDINANCE
OF THE CITY OF HIGH POINT, NORTH CAROLINA
TO APPROPRIATE FUNDS IN CONNECTION WITH REFUNDING BONDS

Be it ordained by the City Council of the City of High Point, North Carolina, as follows:

Section 1. The City of High Point engaged and completed the Series 2016 General Obligation Refunding Bonds and Series 2016 Combined Enterprise System Revenue Refunding Bonds during the fiscal year 2016-2017. Current governmental accounting standards require the refunding activities be recorded in the financial records in addition to the City's financial disclosures.

Section 2. In order to appropriate these funds, the 2016-2017 Budget Ordinance of the City of High Point, should be amended as follows:

- (A) That the following additional sources were received and be amended as follows:

General Debt Service Fund-Refunding Bond Proceeds	\$19,703,803
Water & Sewer Fund-Refunding Bond Proceeds	59,758,577
Storm Water Fund-Refunding Bond Proceeds	<u>3,965,970</u>
	\$83,428,350

- (B) That the General Debt Service Fund expenditures be amended as follows:

Payment to Trustee for Refunding Bonds	\$19,523,157
Legal and fiscal charges	<u>180,646</u>
	\$19,703,803

- (C) That the Water & Sewer Fund expenditures be amended as follows:

Payment to Trustee for Refunding Bonds	\$59,208,150
Legal and fiscal charges	<u>550,427</u>
	\$59,758,577

- (D) That the Storm Water Fund expenditures be amended as follows:

Payment to Trustee for Refunding Bonds	\$ 3,929,610
Legal and fiscal charges	<u>36,360</u>
	\$ 3,965,970

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 this 19th day of June, 2017

CITY OF HIGH POINT

AGENDA ITEM



Title: Zoning Map Amendment 17-05
(Space Properties, LLC)

From: Lee Burnette, Planning & Development
Director

Public Hearing: Yes

Meeting Date: June 19, 2017

Advertising Date: June 7, 2017 and June 14, 2017

Advertised By: Planning & Development

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

PURPOSE:

A request by Space Properties, LLC to rezone an approximate 0.88-acre parcel from a Conditional Use Transitional Office (CU-TO) District to a Conditional Zoning Office Institutional (OI) District. The site is lying at the southwest corner of Eastchester Drive and Plainview Drive (2211 Eastchester 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 May 23, 2017, a public hearing was held before the Planning and Zoning Commission regarding Zoning Map Amendment 17-05. The Planning & Zoning Commission recommended **approval** of this request, by a vote of 6-0, as outlined in the staff report and recommended by staff.

PLANNING AND ZONING COMMISSION RECOMMENDATION

Space Properties, LLC

Zoning Map Amendment 17-05

At its May 23, 2017 public hearing, the Planning and Zoning Commission reviewed a request to rezone an approximate 0.88-acre parcel to a Conditional Zoning Office Institutional (OI) District. All members of the Commission were present except for Mr. Keith McInnis, Ms. Marie Stone 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 in favor of the request:

Speaking in favor of the request was the applicant/property owner, Ms. Lisa Thomas, 2211 Eastchester Drive, High Point, N.C. Ms. Thomas noted that she has rented the property to a sign company that ironically is not allowed to place a sign in front of the building due to zoning conditions established on the property in 1986. She is seeking the rezoning to rectify that issue and help secure the tenant for a longer lease period.

Speaking in opposition of the request:

No one spoke in opposition to this request.

Planning & Zoning Commission Action

The Planning & Zoning Commission recommended **approval** of this request, as recommended by staff, by a vote of 6-0.

Upon making its recommendation, the Planning & Zoning Commission stated that its approval of Zoning Map Amendment 17-05 would be consistent with the City's adopted plans. Additionally, the Commission concurred with the staff report and found its approval recommendation reasonable and in the public interest because:

- 1) The request is consistent with the Land Use Plan;
- 2) The requested CZ-OI District will permit office uses consistent with previous zoning approvals granted along this segment of the Eastchester Drive Gateway Corridor; and
- 3) Previous compatibility concerns from the 1986 zoning approval were addressed over the intervening 30 years and incorporated into the Development Ordinance. In the event the site is ever redeveloped; the Development Ordinance contains development standards for the Eastchester Gateway Corridor to ensure future development will be compatible with adjacent uses.

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

**STAFF REPORT
ZONING MAP AMENDMENT 17-05
May 23, 2017**

Request	
Applicant: Space Properties, LLC	Owner: Space Properties, LLC
Zoning Proposal: To rezone an approximately 0.88-acre parcel	From: CU-TO Conditional Use Transitional Office District
	To: CZ-OI Conditional Zoning Office Institutional District

Site Information	
Location:	The site is lying at the southwest corner of Eastchester Drive and Plainview Drive (2211 Eastchester Drive).
Tax Parcel Numbers:	Guilford County Tax Parcel 0196496
Site Acreage:	Approximately 0.88 acres
Current Land Use:	Office use
Physical Characteristics:	The site has a relatively flat terrain. The western 75-foot portion of the site is impacted by a Duke Power easement with transmission towers.
Water and Sewer Proximity:	A 6-inch and 16-inch City water line lies adjacent to the site along Eastchester Drive and Plainview Drive. An 8-inch City sewer line lie adjacent to the site along Plainview Drive.
General Drainage and Watershed:	The site drains in a westerly 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.
Overlay Districts:	Eastchester Gateway Corridor Overlay District Oak Hollow Lake Watershed Critical Area (WCA) Tiers 3

Adjacent Property Zoning and Current Land Use			
North:	CU-OI	Conditional Use Office Institutional District	Undeveloped parcel
South:	CU-OI	Conditional Use Office Institutional District	Multi-tenant office complex
East:	CU-OI	Conditional Use Office Institutional District	Office complex
West:	R-3	Residential Single Family-3 District	Undeveloped parcel

Relevant Land Use Policies and Related Zoning History	
Community Growth Vision Statement	This request is neither in conflict, nor does it promote, the goals and objectives of the Community Growth Vision Statement.

Land Use Plan Map Classification:	The site has an office land use designation. This classification is intended to accommodate professional, personal and business service uses.
Land Use Plan Goals, Objectives & Policies:	The following objective of the Land Use Plan is relevant to this request: Obj. #9. Where feasible and appropriate, provide a transition in land uses between more and less intensive land uses.
Relevant Area Plan: Eastchester Corridor Plan Phase II	<u>Aesthetic Recommendation</u> 2. Discourage the conversion of homes to office use, except for small sites in close proximity to large residential subdivisions. <u>Transportation Recommendation</u> 3. Limit future nonresidential zoning to sites with a minimum 200 feet of frontage on Eastchester Drive. 4. Require driveways for corner lots to be from side streets only.
Zoning History:	The zoning site obtained office zoning approval in 1986 under Conditional Use Permit 86-34 (CUP86-34). Between 1998 and 2007 all the surrounding parcels, along both sides of this segment of Eastchester Drive, obtained rezoning approval for an office zoning district. These adjacent parcels have a CU-OI District zoning.

Transportation Information				
Adjacent Streets:	Name		Classification	Approx. Frontage
	Eastchester Drive		Major Thoroughfare	215 ft.
	Plainview Drive		Local Street	240 ft.
Vehicular Access:	Via existing driveway from Plainview Drive			
Traffic Counts: (Average Daily Trips)	Eastchester Drive		48,000 ADT (NCDOT 2015 traffic count)	
	Plainview Drive		Not applicable	
Estimated Trip Generation:	Not applicable			
Traffic Impact Analysis (TIA):	Required		TIA Comments	
	<u>Yes</u>	<u>No</u> X	None	
Pedestrian Access:	Development of the site is subject to the sidewalk requirements of the Development Ordinance.			
Comments:	Not applicable			

School District Comment
Not applicable to this zoning case.

Details of Proposal

The applicant is requesting rezoning of this parcel to amend zoning conditions imposed on the property when it was initially granted office zoning in 1986. The property was initially developed and used as a single-family dwelling. During the late 1980s, the former property owner requested rezoning to an office zoning district to allow the residence to be converted to a photography studio. The property was used as a photography studio and various other office uses.

During the 1980s, this segment of the Eastchester Drive corridor was designated for residential uses. The 1986 rezoning of this site to a limited office district was one of the first non-residential rezoning

that was approved on this segment of the Eastchester Drive corridor. Because of the residential nature of this area at that time, adjacent property owners and the City Council were concerned with the potential negative impact on the adjacent residential neighborhood. Therefore, the 1986 zoning approval included the following zoning conditions:

- 1) No alteration of the residential character of the existing structure;
- 2) Only permit vehicular access from Plainview Drive, no access from Eastchester Drive;
- 3) Limiting the number of employees (maximum of 10 employees);
- 4) No parking near the Eastchester Drive frontage of the property; and
- 5) Prohibiting the installation of a free-standing sign on the site. Only a wall sign is permitted.

The character of this area has changed during the past 30 years with the development of multiple office uses along this segment of the Eastchester Gateway Corridor. The current property owner has rented this building to a personal services type use (sign company) that wants to install a free-standing sign to identify their company and to update zoning conditions to be similar with other office type zoning that has been established in this area. The applicant has included with this application a conditional zoning ordinance which offers to update landscaping along the rear of the property where it abuts a residential neighborhood.

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.

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;

Staff Comments:

The requested rezoning to Office Institutional (OI) District is consistent with the Land Use Plan and the Eastchester Corridor Plan.

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;
	<u>Staff Comments:</u> The site is located within a segment of the Eastchester Gateway Corridor designated on the Land Use Map for office uses. Since the late 1980s, there have been numerous zoning applications approved and multiple sites developed with office and personal service uses. The requested rezoning to the CZ-OI District permits the same uses as the adjacent office zoned properties and subject to similar standards.

<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.;
	<u>Staff Comments:</u> ❖ Because this is a corner lot with limited street frontage along this major thoroughfare, the driveway ordinance will not permit an access drive from Eastchester Drive. The driveway ordinance requires all access to the site be from Plainview Drive. ❖ The applicant has offered a condition to install and maintain a Type B perimeter landscape yard along the western boundary of the site where it abuts a residential neighborhood. This is the same standards applied to previous office developments in this area where the property abuts residential uses. Existing landscaping at the rear property line of the site may be credited toward meeting this requirement.
<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;
	<u>Staff Comments:</u> The site is within the Oak Hollow Lake Watershed Critical Area (Tier 3) and any new 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;
	<u>Staff Comments:</u> The site is within an area currently served by City of High Point utilities and municipal services. The site was previously used for a limit office use that had no adverse impact on municipal services.
<u>Factor #5</u>	Minimizes or effectively mitigates any identified adverse effect on the use, enjoyment or value of adjacent lands.
	<u>Staff Comments:</u> ❖ The zoning site has less than one acre of land area and the southern 1/3 of the property is encumbered by a Duke Energy overhead transmission line easement. These physical constraints will limit the intensity and scale of development, thus ensuring the current uses or any future redevelopment of the site, will be compatible with the adjacent residential uses. ❖ In the event the site is redeveloped; the Development Ordinance includes perimeter parking lot landscaping standards that require the installation of evergreen planting materials along the perimeter of the parking lots to soften the view and to filter spillover light from vehicle headlights. The ordinance also includes exterior lighting requirements, including for parking lot lighting, to minimize adverse effects on adjacent properties due to excessive light intensity and light trespass. The combination of the parking lot landscaping and exterior lighting requirements will further ensure that future redevelopment will not adversely affect adjacent property owners.

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.

Staff Comments:

The character of this segment of the Eastchester Gateway Corridor has significantly changed since the 1980s when this site initially received office zoning. This is now an established office corridor and adjacent properties have been zoned to permit similar office uses. Most have been developed with office or personal service uses.

Development Patterns:

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

Staff Comments:

The requested rezoning to a CZ-OI District will not change the character of development has been established in this area.

Reasonableness/Public Interest:

An approval of the proposed Conditional Zoning District is considered reasonable and in the public interest.

Staff Comments:

In this case, staff suggests that the approval of the applicant's request is reasonable and in the public interest because:

- 1) The request is consistent with the Land Use Plan;
- 2) The requested CZ-OI District will permit office uses consistent with previous zoning approvals granted along this segment of the Eastchester Drive Gateway Corridor; and
- 3) Previous compatibility concerns from the 1986 zoning approval were addressed over the intervening 30 years and incorporated into the Development Ordinance. In the event the site is ever redeveloped; the Development Ordinance contains development standards for the Eastchester Gateway Corridor to ensure future development will be compatible with adjacent uses.

Recommendation

Staff Recommends Approval:

As addressed in the Staff Analysis section of this report, the site is within an established office zoned corridor. The requested CZ-OI District, as conditioned by the applicant, will be compatible with the surrounding area and in conformance with adopted plans.

Required Action

Planning and Zoning Commission:

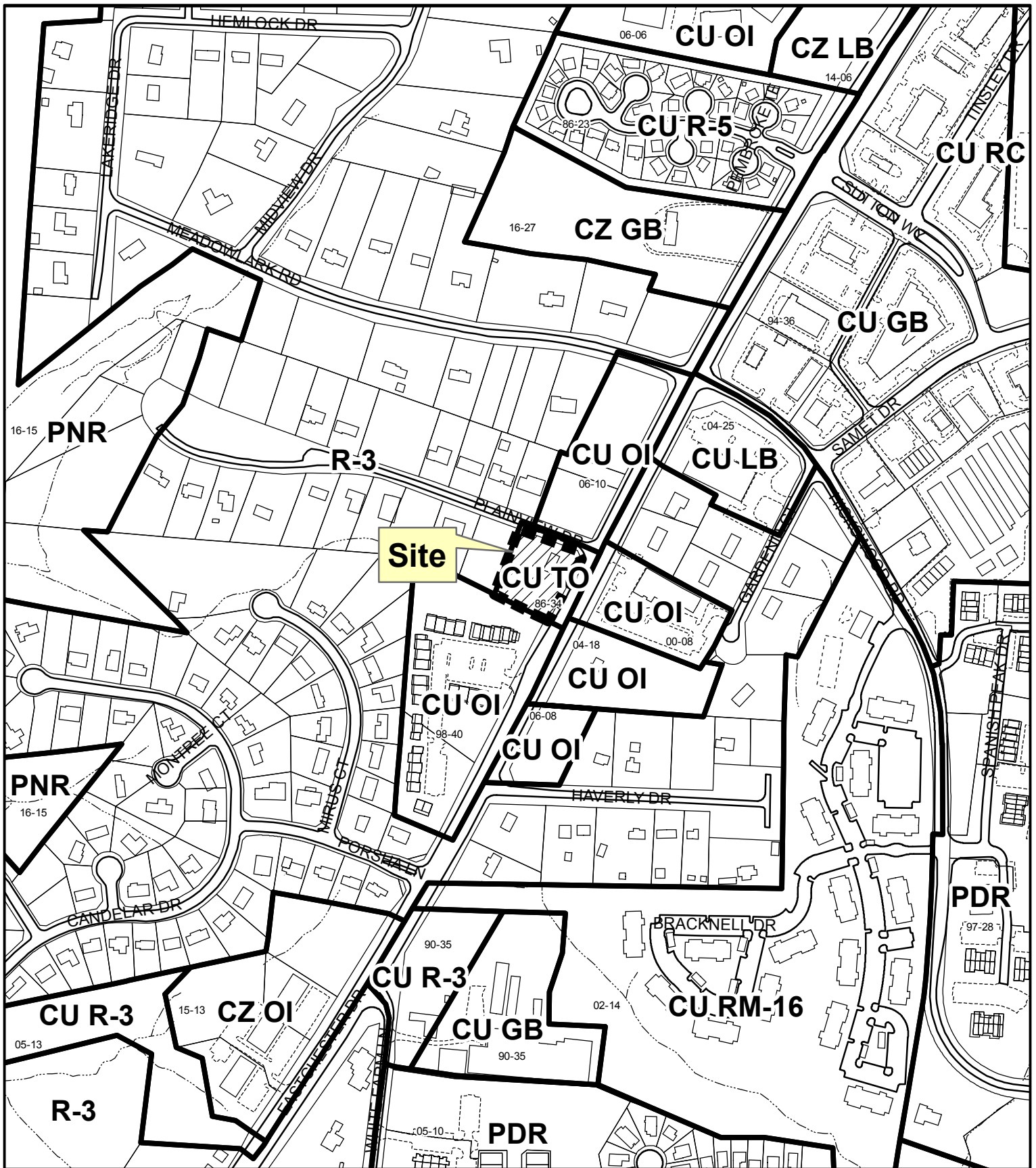
The NC General Statutes require that the Planning and Zoning Commission place in the official record a statement of consistency with the City's adopted plans when making its recommendation. This may be accomplished by adopting the statements in the Staff Analysis section of this report or by adopting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



ZONING MAP AMENDMENT ZA-17-05

From: Conditional Use Transitional Office
To: Conditional Zoning Office Institutional

Existing Zoning Boundary —————
Subject Property Boundary - - - - -

**Planning & Development
 Department**

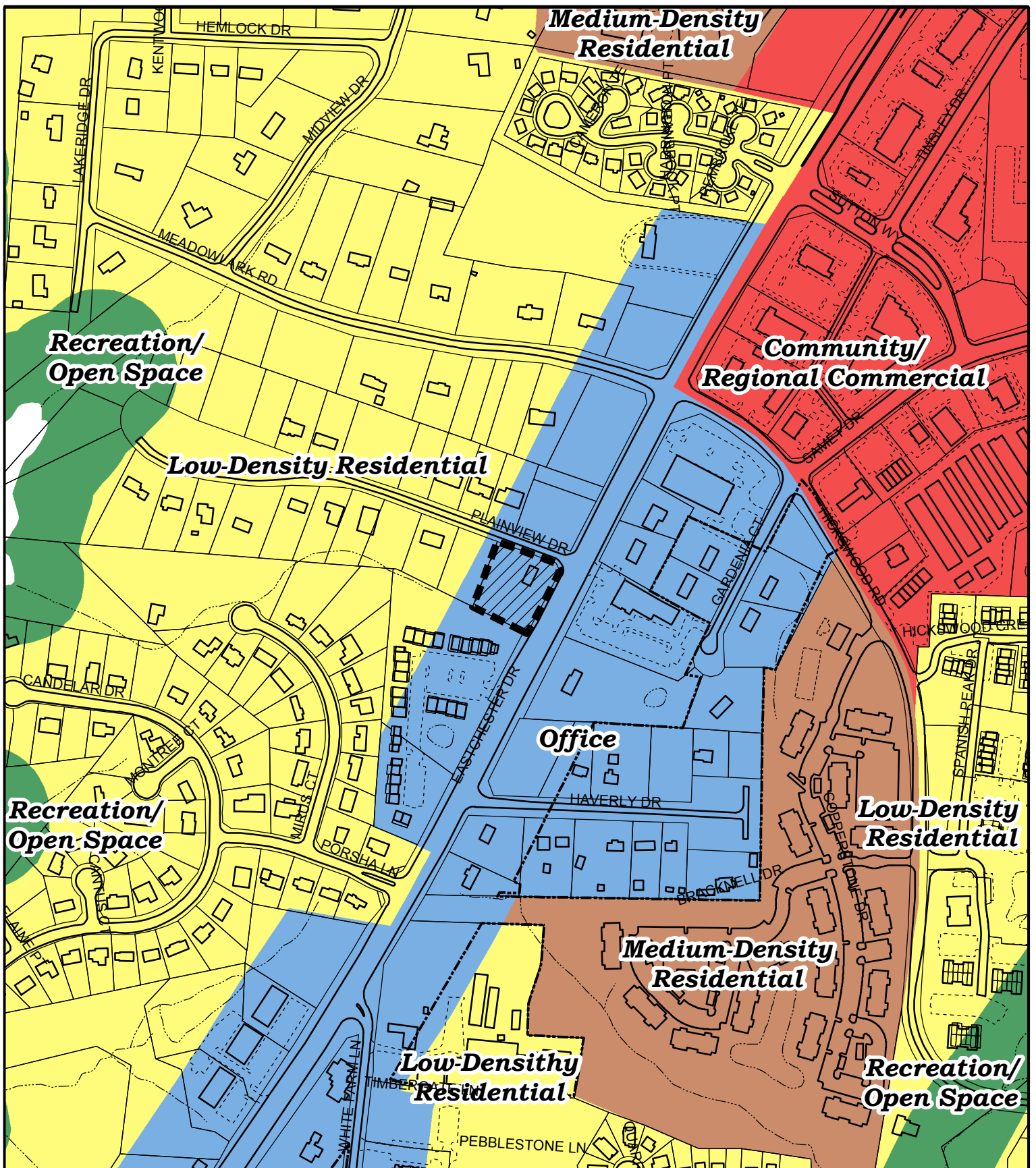
City of High Point

Date: May 23, 2017



Scale: 1"=400'

G:\Planning\Secure\ba-pz/
 2017\pz\za17-05.mxd



ZONING MAP AMENDMENT ZA-17-05

Land Use Plan

Existing Land Use Plan
Subject Property Boundary



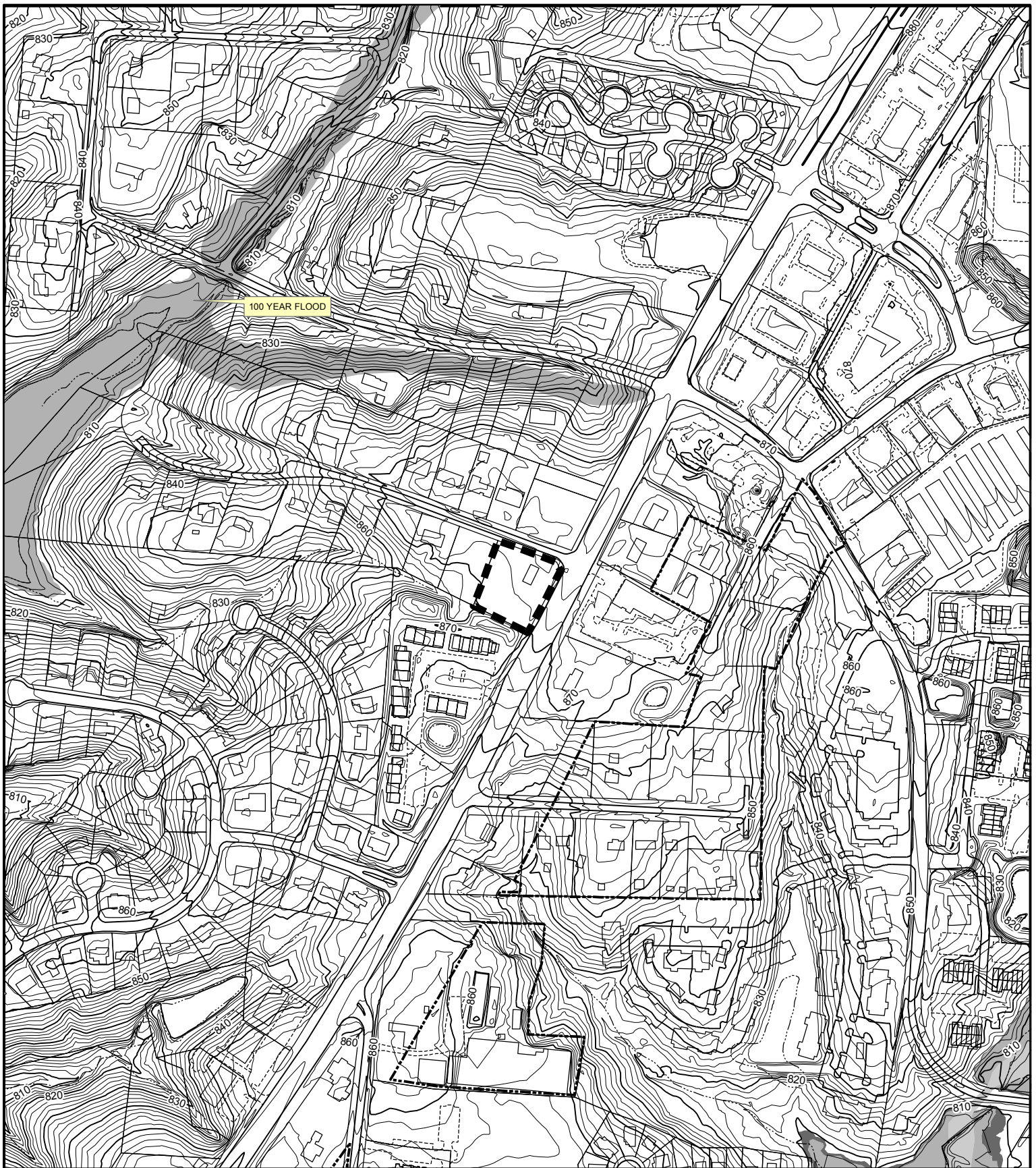
Planning & Development
Department

City of High Point

Date: May 23, 2017



Scale: 1"=400'
G:\Planning\Secure\ba-pz/
2017\pz\za17-05lu.mxd



ZONING MAP AMENDMENT ZA-17-05

Topography

Subject Property Boundary - - - - -

Planning & Development
Department

City of High Point

Date: May 23, 2017

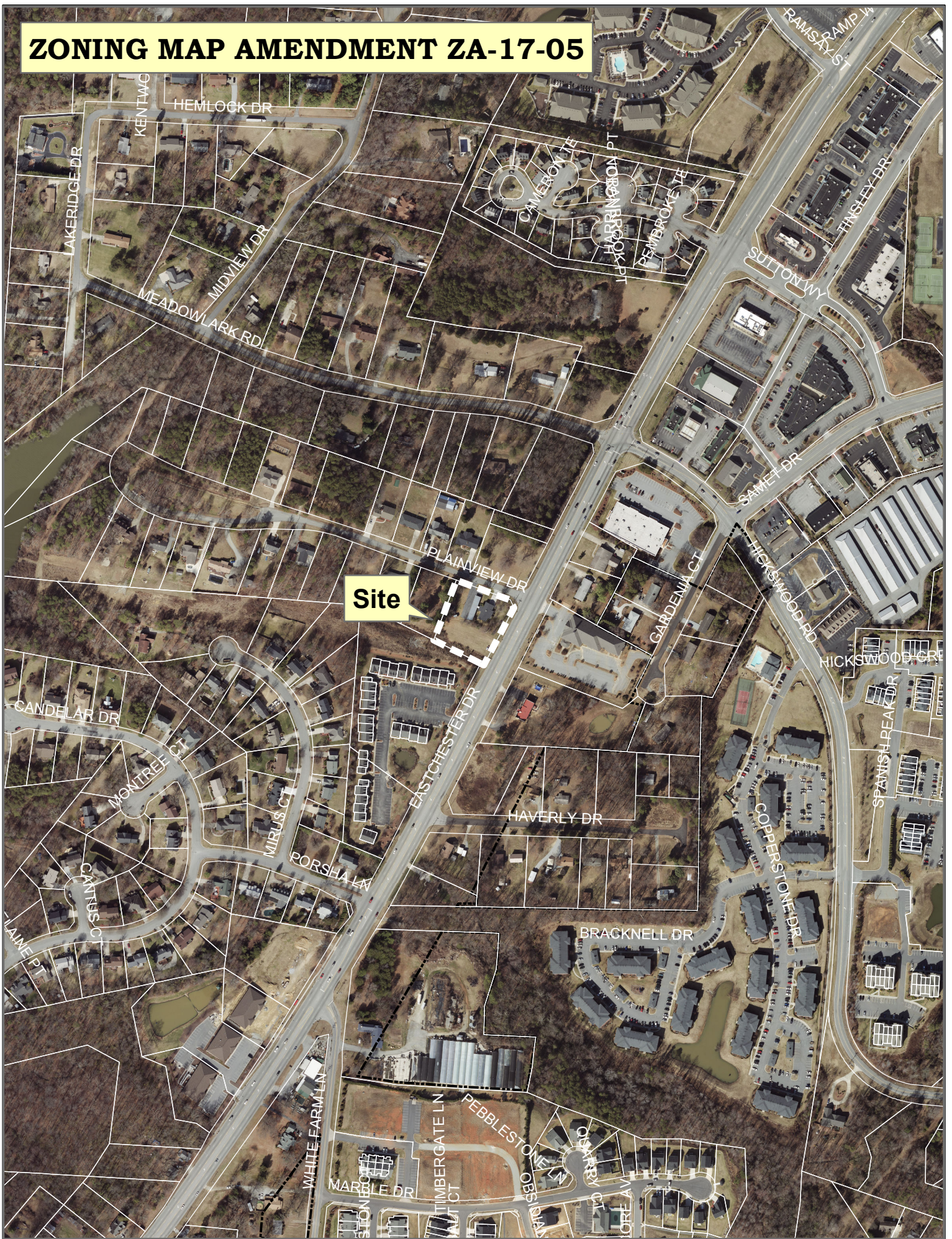


Scale: 1"=400'

G:\Planning\Secure\ba-pz/
2017\pz\za17-05 topo.mxd

ZONING MAP AMENDMENT ZA-17-05

Site



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 May 23, 2017 and before the City Council of the City of High Point on June 19, 2017 regarding **Zoning Map Amendment Case 17-05 (ZA-17-05)** 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 May 14, 2017, for the Planning and Zoning Commission public hearing and on June 7, 2017 and June 14, 2017, 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 **June 19, 2017.**

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 Office Institutional (CZ-OI) District.** The property is approximately 0.88 acres and lying at the southwest corner of Eastchester Drive and Plainview Drive (2211 Eastchester Drive). The property is also known as Guilford County Tax Parcel 0196496.

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:**

Any uses allowed in the Office Institutional (OI) District subject to the standards of the Development Ordinance and the specific conditions listed in this ordinance.

Part II. **CONDITIONS:**

A. **Development and Dimensional Requirements.**

1. A Type B Perimeter Landscape Yard shall be installed along the western boundary of the zoning site. A landscape plan shall be prepared and submitted within 90 days of the adopted of this zoning map amendment.

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 **June, 2017.**

Lisa B. Vierling, City Clerk

Citizens Information Meeting Report Zoning Map Amendment 17-05

Submitted by: Ms. Lisa R. Thomas, on behalf of
Spaces Properties, LLC

Report

5/5/2017

Citizen Information Meeting

2211 Eastchester Drive High Point

The Citizen Information Meeting was held at 6pm on May 4th, 2017 at 2211 Eastchester Drive in High Point. No property owners attended.

I was there along with our Tenant, Michael Hague with Sign Mine until 7pm.

A notification letter was sent to all 26 property owners on April 20^h.

Submitted by :

Lisa R Thomas

Space Properties, LLC

336-938-0183

April 20th, 2017

Space Properties, LLC
2211 Eastchester Drive
High Point, NC 27265

Dear Neighbor,

The purpose of this letter is to notify you that we have filed for a rezoning of our property located at 2211 Eastchester drive from CU-TO to CU-OI similar to the surrounding properties currently in existence.

A citizen information meeting will be held on Thursday , May 4th at 6pm at the property site. The purpose of this meeting is to inform you of our rezoning request and answer any questions or concerns you may have. We look forward to meeting you on May 4th .

Thank you,

Lisa R. Thomas

CITY OF HIGH POINT

AGENDA ITEM



Title: Professional Services Contract for Parking Deck Structural and Operational Assessments

From: Mark McDonald, Transportation Director

Meeting Date: Monday June 19, 2017

Public Hearing: No

Advertising Date: NA

Advertised By: NA

Attachments: Scope of Work, Fee, Contract and General Conditions

PURPOSE:

Consideration of a contract for professional engineering services with Walker Parking Consultants for structural condition and operational assessments of the City's three parking decks.

BACKGROUND:

The City owns three multilevel parking structures in the downtown area: the Plaza Garage (with 690 spaces); the Broad Street Deck (256 spaces); and the Main Street Deck (252 spaces). These structures were all built between 1975 and 1990, and over the years have required capital maintenance improvements to address various issues associated with weathering, age, and normal wear and tear. The last structural assessments were performed over a decade ago.

Additionally, an operational assessment is long overdue. The current system used for gating, ticketing, scanning, and revenue management runs on DOS-based software that is no longer produced or supported, and the equipment manufacturer is no longer in business.

The Transportation Department has selected Walker Parking to conduct studies that independently address the structural condition and operational needs. Structural findings will be prioritized based on severity and probable repair costs, and categorized into an implementation plan that can be funded over the next three to five years. The operational study will evaluate commercially available parking access and revenue control systems (PARCS) for the off-street garages and on-street parking in the central business district, with recommendations for procurement and assistance with installation and start-up. This will also include the development of a sustainable strategy for future parking management and revenue generation.

BUDGET IMPACT:

The combined fee for the structural condition and operational assessments is \$95,000. Capital funds have been programmed for the studies. The reports with recommendations can be completed in less than six months.

RECOMMENDATION / ACTION REQUESTED:

The Transportation Department requests City Council's consideration and approval of a contract with Walker Parking Consultants for the described professional services.



13860 Ballantyne Corporate Pl
Suite 140
Charlotte NC 28277

Office: 704.247.6230
Fax: 888.502.5726
www.walkerparking.com

May 30, 2017

Mr. Mark McDonald, P.E.
Transportation Director
City of High Point
211 S. Hamilton
Room 210
High Point, NC 27260

Re: Parking Consulting Services
PARCS Equipment Replacement
Walker Reference Number: 17CLT004

Dear Mark,

Walker Parking Consultants (Walker) is pleased to offer consulting services to the City of High Point for: 1) the identification and evaluation of various parking control and revenue strategies associated with the four off-street parking locations, 2) evaluation of current utilization of on-street parking and operations assessment.

PROJECT UNDERSTANDING

Walker understands that the City of High Point needs replacement Parking Access and Revenue Control equipment at locations 1, 2 and 4 and would like evaluation options for location #3. Locations 1, 2 and 4 are currently controlled by a Federal APD parking system, and location #3 is an open surface lot which allows access to the rear of local businesses on South Main St.

The City would like Walker to design and procure a PARCS to replace the Federal APD system and offer operational suggestions for Lot 3. The design should include available technologies best suited for the shared usage of daily, monthly and event parkers. The City would also like Walker to evaluate the parking utilization of on-street spaces, and provide operational strategies that are coordinated with off-street parking management recommendations.

PHASE 1: SCOPE OF SERVICES – OFF STREET

TASK 1: PARCS DESIGN

1. Conduct a kick-off meeting on-site to discuss and confirm the goals of the PARCS.
2. Review any drawings and documents provided by the City.

3. Design a PARCS that encompasses the best available technology for the four City locations.
4. Provide a draft memo describing the recommended system including features, functionality, and estimated opinion of costs.
5. Provide final memorandum incorporating the City's review comments.

TASK 2: PARCS PROCUREMENT

1. Provide typical installation drawings of lane layout, Payment Kiosk location, and conduit runs and requirements.
2. Based on City provided feedback regarding Task 1, prepare final performance based PARCS specifications including sections on Equipment Submittals, Design Criteria, Vendor Qualifications, Bid Requirements, Warranty, PCI PA/DSS Compliance, Installation, and Training.
3. Provide the following supplementary documents:
 - a. Instructions to Proposers
 - b. Proposer Price Form
 - c. Specification Compliance Form
4. Recommend and invite likely qualified PARCS vendors to submit proposals.
5. Provide one addendum to answer questions and provide clarification as needed.
6. Evaluate proposals received from vendors, provide written comments and comparative analysis on each vendor's proposal.

TASK 3: INSTALLATION ADMINISTRATION

1. Review vendor submittals.
2. Respond to requests for information.
3. Coordinate installation schedule with other contractors.
4. Conduct final acceptance testing on the equipment.
5. Provide final report on acceptance testing and any punch list items.

PHASE 2: SCOPE OF SERVICES – ON STREET**Task 1: EVALUATION OF INVENTORY**

1. During the kick-off meeting, discuss goals for the on-street assessment.
2. Review on-street inventory data provided by The City.
3. Perform independent occupancy and utilization survey (if required).
4. Provide a draft recommendation of operational strategies, including opinion of probable costs.
5. Provide final letter report including any City review comments.

TASK 2: EQUIPMENT PROCUREMENT

1. Based on City-provided feedback regarding Task 1, prepare final performance based equipment specifications including sections on equipment submittals, Design Criteria, Vendor Qualifications, Bid Requirements, Warrantee, PCI DSS Compliance, Installation, and Training.
2. Provide the following supplementary documents:
 - d. Instructions to Proposers
 - e. Proposer Price Form
 - f. Specification Compliance Form
3. Recommend and invite likely qualified PARCS vendors to submit proposals.
4. Provide one addendum to answer questions and provide clarification as needed.
5. Evaluate proposals received from vendors, provide written comments and comparative analysis on each vendor's proposal.

TASK 3: INSTALLATION ADMINISTRATION

1. Review vendor submittals.
2. Respond to requests for information.
3. Coordinate installation schedule with other contractors.
4. Conduct final acceptance testing on the equipment.
5. Provide final report on acceptance testing and any punch list items.



SCHEDULE

We are prepared to start the project beginning with the kick-off meeting within two weeks of receiving written notice to proceed. The two Phases can run concurrently and we anticipate the draft letters for Task 1 of each Phase can be delivered within two weeks after the initial kick-off meeting. Following is a sample project schedule to give you an idea of the procurement process. We estimate a 32-week project for all three tasks (note up to 10 weeks for equipment shipping):

Sample PARCS Schedule																																			
Milestone	(WEEK)	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32		
Kick-off Meeting - Site Visit		X																																	
Review any drawings and documentation		X	X																																
Recommendations/Report/Design Concept			X	X																															
Draft Memo for City Review				X	X																														
Draft PARCS Specifications Package					X																														
Owner Review						X																													
Final PARCS Specifications Package							X																												
RFP released								X	X																										
Pre-bid Meeting/Site Tour										X	X																								
Vendor Questions Due											X	X																							
Addendum/Answers to Questions													X																						
Bids due														X																					
Bid Analysis															X	X																			
Finalist Interviews																	X																		
RFP Awarded																		X																	
Contract Negotiations																			X																
Shipping																				X	X	X	X	X	X	X	X	X							
Installation																											X	X	X	X	X				
Acceptance Testing																														X			X		
System to Go Live																													X			X	X		

PROFESSIONAL FEE

Walker proposes to perform the above listed scope of services in accordance with the attached General Conditions of Agreement for the lump sum fee of \$55,000 as shown in the following table, inclusive of reimbursable expenses per the attached General Conditions of Agreement. Please note that one on-site visit is scheduled for Tasks 1 and three on-site visits are scheduled for Tasks 3.

Phase/Task	Proposed Fee
PHASE 1 – Off-Street	
TASK 1: PARCS Design	\$6,400.00
TASK 2: PARCS Procurement	\$11,200.00
TASK 3: Installation Administration	\$10,200.00
PHASE 2 – On-Street	
TASK 1: On-Street Assessment	\$7,300.00
TASK 2: Equipment Procurement	\$9,700.00
TASK 3: Installation Administration	\$10,200.00
TOTAL FEE PROPOSED	\$55,000.00

We look forward to getting started and working with you!

Sincerely,

WALKER PARKING CONSULTANTS



Geoffrey Posluszny
Parking Consultant



Joey D. Rowland, P.E.
Managing Principal

Enclosures: General Conditions of Agreement for Consulting Services

SERVICES

Walker Parking Consultants ("WALKER") will provide the CLIENT professional services that are limited to the work described in the attached letter ("the services"). Any additional services requested will be provided at our standard hourly rates or for a mutually agreed lump sum fee. The services are provided solely in accordance with written information and documents supplied by the CLIENT, and are limited to and furnished solely for the specific use disclosed to us in writing by the CLIENT.

PAYMENT FOR SERVICES

WALKER will submit monthly invoices based on work completed including reimbursable expenses. Payment is due upon receipt of invoice. If for any reason the CLIENT does not deliver payment to WALKER within thirty (30) days of date of invoice, WALKER may, at its option, suspend or withhold services. The CLIENT agrees to pay WALKER a monthly late charge of one and one half percent (1½%) per month of any unpaid balance of the.

STANDARD OF CARE

WALKER will perform the services in accordance with generally accepted standards of the profession using applicable building codes in effect at time of execution of this Agreement. WALKER's liability caused by its acts, errors or omissions shall be limited to the fee or \$10,000, whichever is greater.

Any estimates or projections provided by WALKER will be premised in part upon assumptions provided by the CLIENT. WALKER will not independently investigate the accuracy of the assumptions. Because of the inherent uncertainty and probable variation of the assumptions, actual results will vary from estimated or projected results and such variations may be material. As such, WALKER makes no warranty or representation, express or implied, as to the accuracy of the estimates or projections.

PERIOD OF SERVICE

Services shall be complete the earlier of (1) the date when final documents are accepted by the CLIENT or (2) thirty (30) days after final documents are delivered to the CLIENT.



13860 Ballantyne Corporate Place
Suite 140
Charlotte, NC 28277

Office: 704.247.6230
www.walkerparking.com

May 30, 2017
(Revised May 3, 2017)

Mr. Mark McDonald, P.E.
Transportation Director
City of High Point
211 S. Hamilton
Room 210
High Point, NC

Re: Restoration Consulting Services
Parking Structure Condition Assessment
Walker Reference Number: 17CLT004

Dear Mark:

It was such a pleasure to meet you and your staff in April! We truly appreciated your time in showing us around and discussing your concerns and project goals. Walker is pleased to submit for your review this proposal to perform a Condition Assessment of the three City parking structures.

PROJECT UNDERSTANDING

The City has three parking structures and one surface lot. The structures are generally not very well utilized on a daily basis; however, they are typically full during the two "Market" weeks - one week in April and one week in October where over 75,000 people arrive in High Point for the furniture industry's largest trade show.

All three structures are 25 to 35 years old and have various stages of concrete deterioration. A brief description of each structure is as follows:

- Lot 1 is a four-supported level, cast-in-place post tensioned structure that provides approximately 252 spaces.
- Lot 2 is a four-supported level, precast parking structure that provides approximately 256 spaces.
- Lot 3 is a surface lot area that provides approximately 36 spaces.
- Lot 4 provides approximately 690 spaces and is a four-supported level cast-in-place post-tensioned structure.

Previous repairs have been performed; however, current observed deterioration includes:

- Failed sealant
- Floor slab cracks
- Broken p/t tendons
- Signs of active leaking
- Plugged floor drains
- Miscellaneous locations of concrete deterioration
- Miscellaneous masonry deterioration

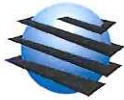
From a structural evaluation perspective, we understand that your goal is to determine the existing condition of each structure, develop repair options, establish a repair implementation plan, and ascertain a better idea of what type of ongoing maintenance might be required in the future.

In an effort to meet your goals, we propose a Level II Condition Assessment that would include a visual assessment of the structures including a limited acoustic survey of the floor slab. Materials' testing such as determining chloride ion content is not required at this time; however, due to the structure age and known deterioration, test well excavations at Lot 4 are recommended to determine the condition of the embedded post-tension reinforcement.

SCOPE OF SERVICES

The following is a description of our scope of services for each parking structure. We propose to include any recommendations for Lot 3 with Lot 4; however, this can be further discussed as we move forward with the project.

1. Review existing documents pertinent to the structure such as original construction drawings, previous repair documents or maintenance information, and any engineering or testing reports as provided by the City of High Point.
2. Perform a one-day site visit at each structure to visually observe and document the physical condition of the structural elements including supported floors and ceilings, walls, beams, and columns. We will also perform general observations of the structure's lighting system, floor drains, and pipes. A limited acoustical impact testing (chain dragging) on selected areas of supported slab will be performed.
3. Limited test well excavations to observe the existing embedded post-tensioning system. This will help define needed necessary repairs and help minimize unforeseen conditions and quantity increases during construction.
4. Prepare a draft report for your review that will include the following:
 - general discussion of our observations and existing deterioration
 - repair recommendations



- opinion of the range of probable costs to perform initial recommended structural repairs and on-going maintenance and structural repairs for a 10 year period.
 - representative photos of the different types of deterioration observed
5. Provide you with an electronic copy of the draft report in .pdf format.
 6. Discuss the draft report with you by telephone to answer any questions you may have and, following that discussion, prepare and submit a final report to you in electronic form.

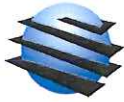
SCHEDULE

Based on our current workload, we estimate requiring 4 to 6 weeks to complete the proposed scope of work once we receive authorization to proceed.

PROFESSIONAL FEE

Walker proposes performing the above listed scope of services in accordance with the attached General Conditions of Agreement for a lump sum fee including reimbursable expenses as indicated below:

Structure	Proposed Fee
Lot 1	\$11,500.00
Lot 2	\$10,500.00
Lot 4 (including Lot 3)	\$15,000.00
Materials Testing at Lot 4 (estimated)	\$3,000.00
TOTAL PROPOSED FEE	\$40,000.00



WALKER
PARKING CONSULTANTS

Mr. Mark McDonald
May 30, 2017
Page 4

It is a pleasure to be working with you and the City of High Point. Please feel free to contact me with any questions regarding this proposal. We look forward to getting started.

Sincerely,

WALKER RESTORATION CONSULTANTS

Leslie Jo Hurwitz, PE
Project Manager

Joey D. Rowland, PE
Managing Principal

LJH:ms

Enclosures: *General Conditions of Agreement for Restoration Services – City of High Point*

AUTHORIZATION

Trusting that this meets with your approval, we ask that you sign in the space below to acknowledge your acceptance of the terms contained herein, and to confirm your authorization for us to proceed. Please return one signed original of this agreement for our records.

City of High Point

Accepted by (Signature): _____

Printed Name: _____

Title: _____

Date: _____

GENERAL CONDITIONS OF AGREEMENT

FOR RESTORATION SERVICES – CITY OF HIGH POINT



PAGE 5 OF 5

SERVICES

Walker Restoration Consultants, as a Division of Walker Parking Consultants/Engineers, Inc. (WALKER) will provide the CLIENT professional services that are limited to the work described in the attached letter. Any additional services requested will be provided at our standard hourly rates or for a mutually agreeable lump sum fee. Professional services are provided solely in accordance with written information and documents supplied by the CLIENT, and our services are limited to and furnished solely for the specific use disclosed to us in writing by the CLIENT.

PAYMENT FOR SERVICES

WALKER will submit monthly invoices based on work completed including reimbursable expenses. Payment is due upon receipt of invoice.

If for any reason the CLIENT does not deliver payment to WALKER within thirty (30) days of date of invoice, the CLIENT agrees to pay WALKER a monthly late charge of one and one half percent (1½%) per month of any unpaid balance of the invoice.

OWNERSHIP OF DOCUMENTS

All documents prepared or provided by WALKER are and remain the property of WALKER as instruments of service. Any use for modifications or extensions of this work, for new projects, or for completion of this project by others without WALKER's specific written consent will be at CLIENT's sole risk.

STANDARD OF CARE

WALKER will perform the services called for in the attached letter and this agreement in accordance with generally accepted standards of the profession. No other warranty, express or implied, is made. WALKER's liability to CLIENT and all persons providing work or materials to this project as a result of acts, errors or omissions of WALKER shall be limited to the fee or \$10,000, whichever is greater.

Any estimates or projections provided by WALKER will be premised in part upon assumptions provided by the CLIENT. WALKER will not independently investigate the accuracy of the assumptions. Because of the inherent uncertainty and probable variation of the assumptions, actual results will vary from estimated or projected results and such variations may be material. As such, WALKER makes no warranty or representation, express or implied, as to the accuracy of the estimates or projections.

RESTORATION

Inasmuch as the assessment, appraisal, remodeling and/or rehabilitation of an existing building requires that certain assumptions be made regarding existing conditions, and because some of these assumptions may not be verifiable without expending additional sums of money or destroying otherwise adequate or serviceable portions of the building, the Client agrees, to the fullest extent permitted by law, to indemnify and hold the Design Professional harmless from any claim, liability or cost (including reasonable attorneys' fees and costs of defense) for injury or economic loss arising or allegedly arising out of the professional services provided under this Agreement, excepting only those damages, liabilities or costs attributable to the negligence or willful misconduct of the Design Professional

PERIOD OF SERVICE

Services shall be complete the earlier of (1) the date when final documents are accepted by the CLIENT or (2) thirty (30) days after final documents are delivered to the CLIENT.

CITY OF HIGH POINT

AGENDA ITEM

**Title: Approval of Contract to construct homes in Southside****From:** Michael E. McNair, Director**Meeting Date:** 6/19/2017**Public Hearing:** N/A**Advertising Date:** N/A**Advertised By:****Attachments:** Income Limit table
Aerial Views – Southside
Building Designs

PURPOSE:

The Community Development and Housing Department proposes to execute a contract with Community Housing Solutions (CHS) in the amount of \$640,535.00 to construct five affordable homes in the Southside neighborhood. Construction is expected to begin on or shortly after July 1st.

CHS has been a CHDO with the City since 2015. Two homes have been completed; 811 George Place has been sold and 809 George Place is in the due diligence period. Two additional homes are under construction at 807 & 805 George Place and expected to be completed shortly. CHS has recently expanded its production capacity to facilitate the construction of more homes at faster rate.

BACKGROUND:

A Community Housing Development Organization (CHDO) is a private nonprofit, community-based service organization whose primary purpose is to provide and develop decent, affordable housing for the community it serves. Habitat and CHS have met HUD requirements for designation as a Community Housing Development Organization (CHDO) and have been certified by the department. In addition to meeting CHDO requirements, Habitat and CHS have demonstrated the necessary organizational capacity to build and/or sell in the affordable housing arena.

Council has periodically approved CHDO contracts to build affordable housing in accordance with HUD regulations. Council approved a CHDO contract with CHS in the amount of \$287,038 to construct two homes in Southside in July 2015.

BUDGET IMPACT:

Funding in the amount of \$640,535.00 will be sourced from the City's HOME program allocations.

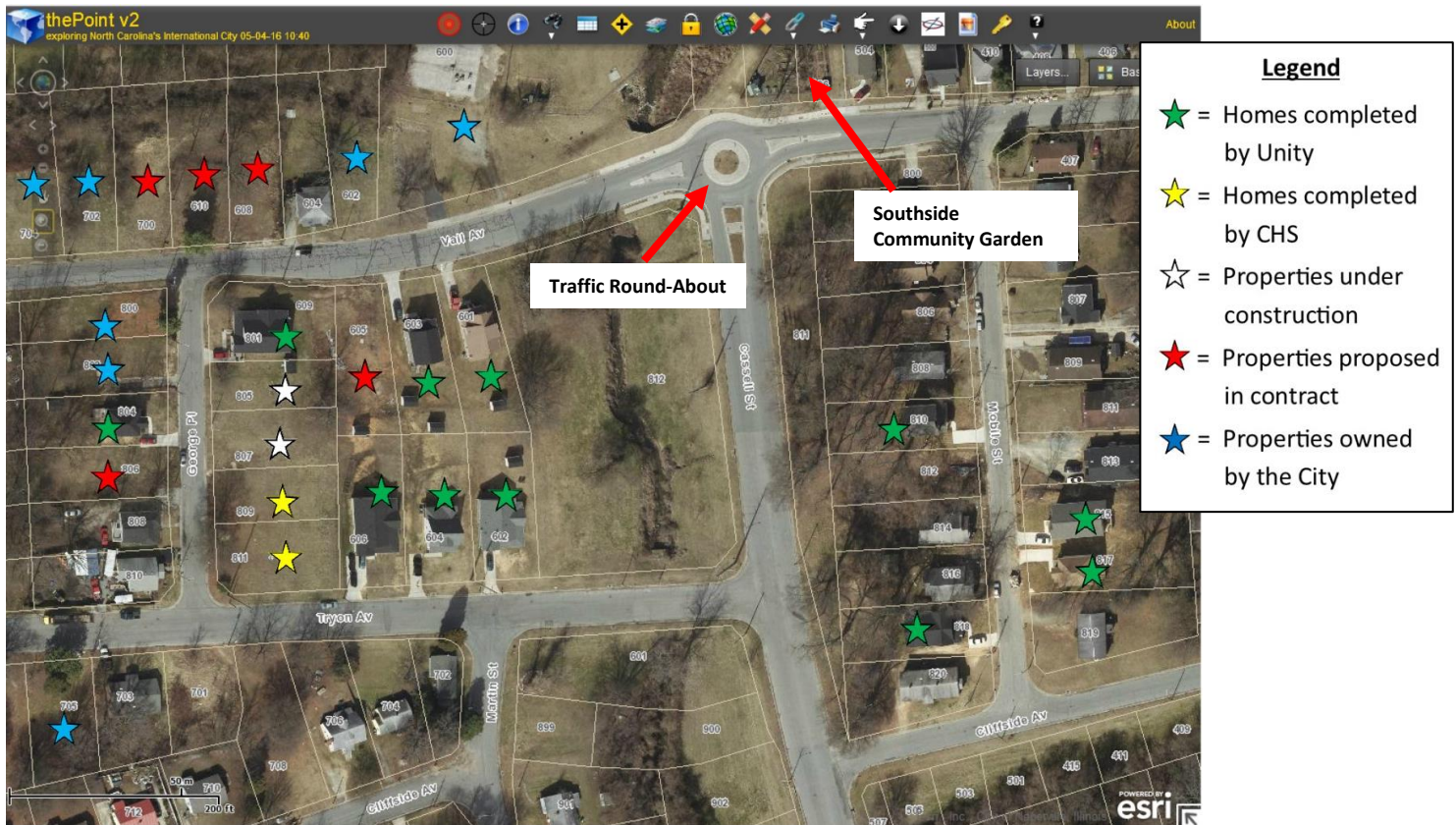
RECOMMENDATION / ACTION REQUESTED:

The Community Development and Housing Department recommends approval of the contracts and that the appropriate City official and/or employee be authorized to execute all necessary documents.

2017 INCOME LIMITS

FAMILY SIZE	VERY LOW INCOME (30% MEDIAN)	LOW INCOME (50% MEDIAN)	60% MEDIAN	MODERATE INCOME (80% MEDIAN)
1	\$12,050	\$20,050	\$24,060	\$32,050
2	\$13,750	\$22,900	\$27,480	\$36,600
3	\$15,450	\$25,750	\$30,900	\$41,200
4	\$17,150	\$28,600	\$34,320	\$45,750
5	\$18,550	\$30,900	\$37,080	\$49,450
6	\$19,900	\$33,200	\$39,840	\$53,100
7	\$21,300	\$35,500	\$42,600	\$56,750
8	\$22,650	\$37,800	\$45,360	\$60,400

Southside – Homes Constructed and Other Investments



806 George Place

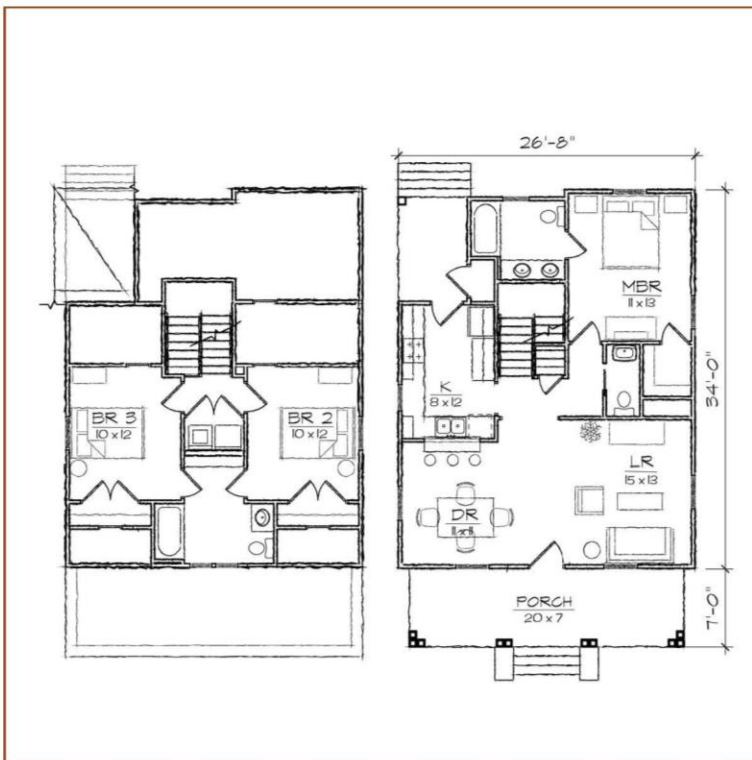
TightLines Designs

creating great places to live



Bailey II

square footage.	1258 sq ft
bedrooms.	3
bathrooms.	2.5
stories.	2
width.	26' 8"
depth.	41' 0"
1st floor ceiling height.	9' 0"
2nd floor ceiling height.	8' 0"
roof pitch.	9/12



This one and one half story bungalow style home of 1258 square feet features a large open living and dining area, a first floor master bedroom suite, and includes a total of three bedrooms, two full bathrooms and an L-shaped galley kitchen with a breakfast bar that opens to the dining room. The second floor offers two bedrooms and a shared bathroom, the laundry area, and abundant easily accessible storage. The Arts and Crafts inspired exterior offers a side to side gabled roof and a front gabled dormer, a covered front and rear porch, and exterior storage room. At 26'-8" it is ideally suited for a narrow lot.

*Contact us for more information on handicap, basement, garage, foundation, or framing modifications.

605 Vail Avenue

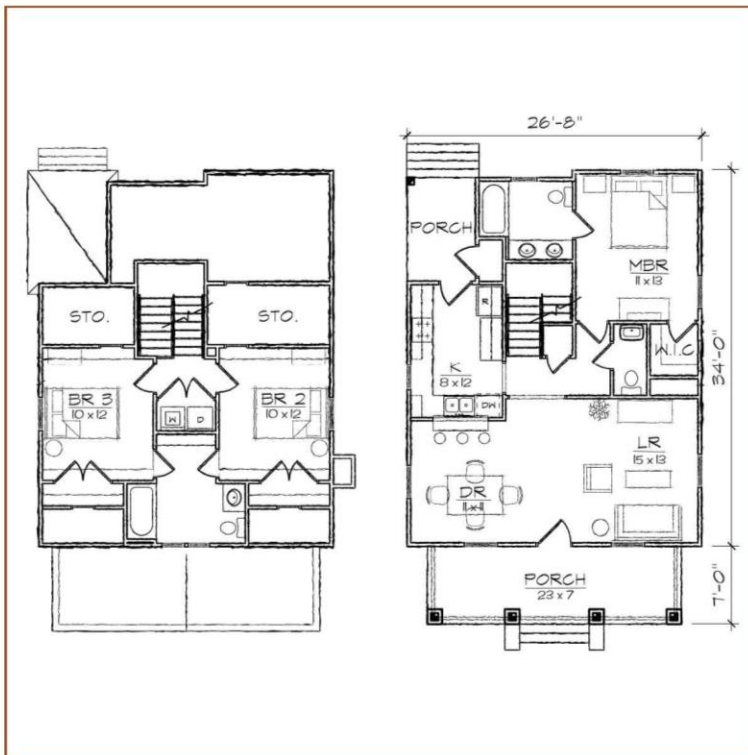
TightLines Designs

creating great places to live



Bentley II

square footage.	1258 sq ft
bedrooms.	3
bathrooms.	2.5
stories.	2
width.	26' 8"
depth.	41' 0"
1st floor ceiling height.	9' 0"
2nd floor ceiling height.	8' 0"
roof pitch.	9/12



This one and one half bungalow style home of 1258 square feet features a large open living and dining area, a first floor master bedroom suite, and includes a total of three bedrooms, two full bathrooms and a laundry room and an L-shaped galley kitchen with a breakfast bar that opens to the dining room. The second floor offers two bedrooms and a shared full bathroom, the laundry area, and abundant easily accessible storage. The Arts and Crafts inspired exterior offers a side to side gabled roof and a front shed dormer, a gabled front porch roof and covered rear porch, and an exterior storage room. At 26'-8" it is ideally suited for a narrow lot.

*Contact us for more information on handicap, basement, garage, foundation, or framing modifications.

608 Vail Avenue

TightLines Designs

creating great places to live



Fisher II

square footage.	1364 sq ft
bedrooms.	3
bathrooms.	2.5
stories.	2
width.	24' 0"
depth.	38' 0"
1st floor ceiling height.	9' 0"
2nd floor ceiling height.	8' 0"
roof pitch.	8/12



This two story turn of the century style house of 1364 square feet features a large open living and dining area, spacious kitchen and a private master bedroom suite, and includes a total of three bedrooms, two full bathrooms and a laundry room, a powder room and U-shaped kitchen with a breakfast bar that opens to the dining room. The Queen Anne inspired exterior offers a hiproof, a full front porch with a hip roof and gabled entry, covered rear porch, and exterior storage room. At 24 ft in width, it is ideally suited for a narrow lot.

*Contact us for more information on handicap, basement, garage, foundation, or framing modifications.

610 Vail Avenue

TightLines Designs

creating great places to live



Madison II

square footage. 1374 sq ft

bedrooms. 3

bathrooms. 2.5

stories. 2

width. 22' 4"

depth. 36' 0"

1st floor ceiling height. 9' 0"

2nd floor ceiling height. 8' 0"

roof pitch. 8/12



This two story Queen Anne style house of 1374 square feet features a spacious living and dining room area and a second floor private master bedroom suite with balcony. This open floor plan includes a total of three bedrooms, two full bathrooms and a powder room, a laundry room and U-shaped kitchen with a breakfast bar and opens to the dining room. The historically inspired exterior offers a double gabled roof with shingled accents, a first floor projecting bay, covered front and rear porch, and exterior storage room. The narrow width makes the house ideally suited for a narrow lot.

*Contact us for more information on handicap, basement, garage, foundation, or framing modifications.

700 Vail Avenue

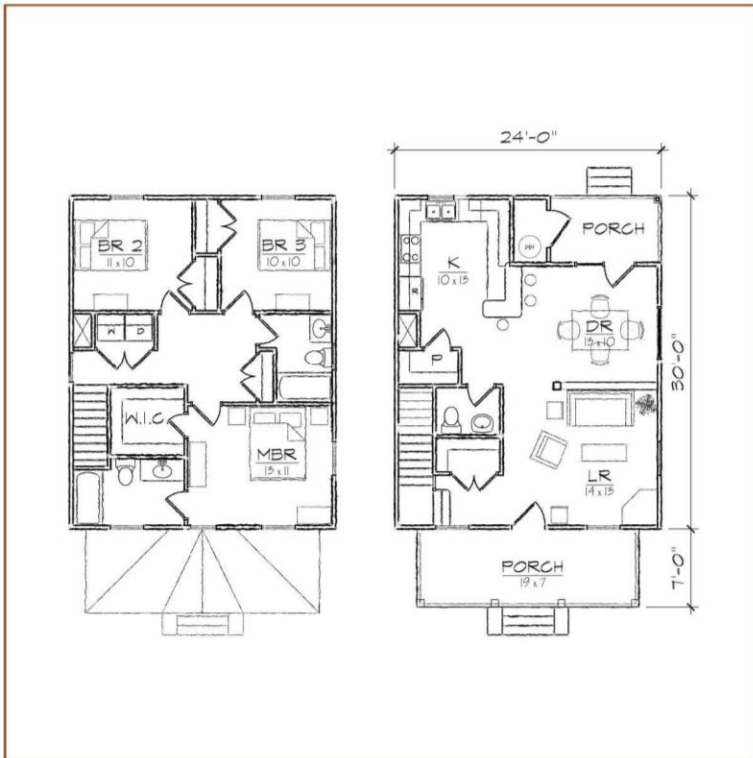
TightLines Designs

creating great places to live



Fulton II

square footage.	1335 sq ft
bedrooms.	3
bathrooms.	2.5
stories.	2
width.	24' 0"
depth.	37' 0"
1st floor ceiling height.	9' 0"
2nd floor ceiling height.	8' 0"
roof pitch.	8/12



This two story Prairie style house of 1335 square feet features a large open living and dining area, spacious kitchen, private master bedroom suite, and includes a total of three bedrooms, two full bathrooms, a laundry room, a powder room and U-shaped kitchen with a breakfast bar that opens to the dining room. The Craftsman inspired exterior offers a gable roof with an accent of shingles, a full front porch covered with a hip roof and gabled entry, covered rear porch, and exterior storage room. At 24 ft in width, it is ideally suited for a narrow lot.

*Contact us for more information on handicap, basement, garage, foundation, or framing modifications.

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 April 25, 2017 and before the City Council of the City of High Point on May 15, 2017 regarding **Zoning Map Amendment Case 17-03 (ZA-17-03)** 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 April 16, 2017, for the Planning and Zoning Commission public hearing and on May 3, 2017 and May 10, 2017, 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 **July 17, 2017**.

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-Limited Business (CZ-LB) District**. The property is approximately 4.2 acres, lying on the west side of Westchester Drive, approximately 430 feet south of Chestnut Drive. The property is also known as Guilford County Tax Parcel 0185094 (1638 Westchester Drive).

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 the following principal uses, as permitted in the Limited Business (LB) District, shall be permitted, subject to the development and dimensional requirements of the LB District and the specific conditions listed in this ordinance.
- A. Any principal use of the Limited Business (LB) District, as listed in the Principal Use Table 4.1.9 of the Development Ordinance, that is also a permitted use in the Office/Institutional (OI) District (use must be permitted in both districts).
 - B. All principal uses authorized under the “Personal Service, Major” Use Type (Commercial Use Category) as listed in Principal Use Table 4.1.9 of the Development Ordinance.

Part II. CONDITIONS:

A. Transportation Conditions.

1. Right-of-way Dedication: The property owners shall dedicate a minimum of ten (10) feet of Right-of-Way as measured from behind required turn lanes.
2. Access:
 - a) Chestnut Drive: No access shall be allowed to Chestnut Drive.
 - b) Westchester Drive:
 - i. The zoning site shall have one (1) full movement access point to Westchester Drive. A right turn lane shall be constructed with one-hundred (100) feet of full storage and a minimum of one-hundred-fifty (150) feet of taper.
 - ii. The zoning site shall have one (1) right-in only access point to Westchester Drive. A right turn lane shall be constructed with one-hundred (100) feet of full storage and a minimum of one-hundred-fifty (150) feet of taper.
3. Other Transportation Conditions: The City of High Point Transportation Director and the North Carolina Department of Transportation (NCDOT) 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

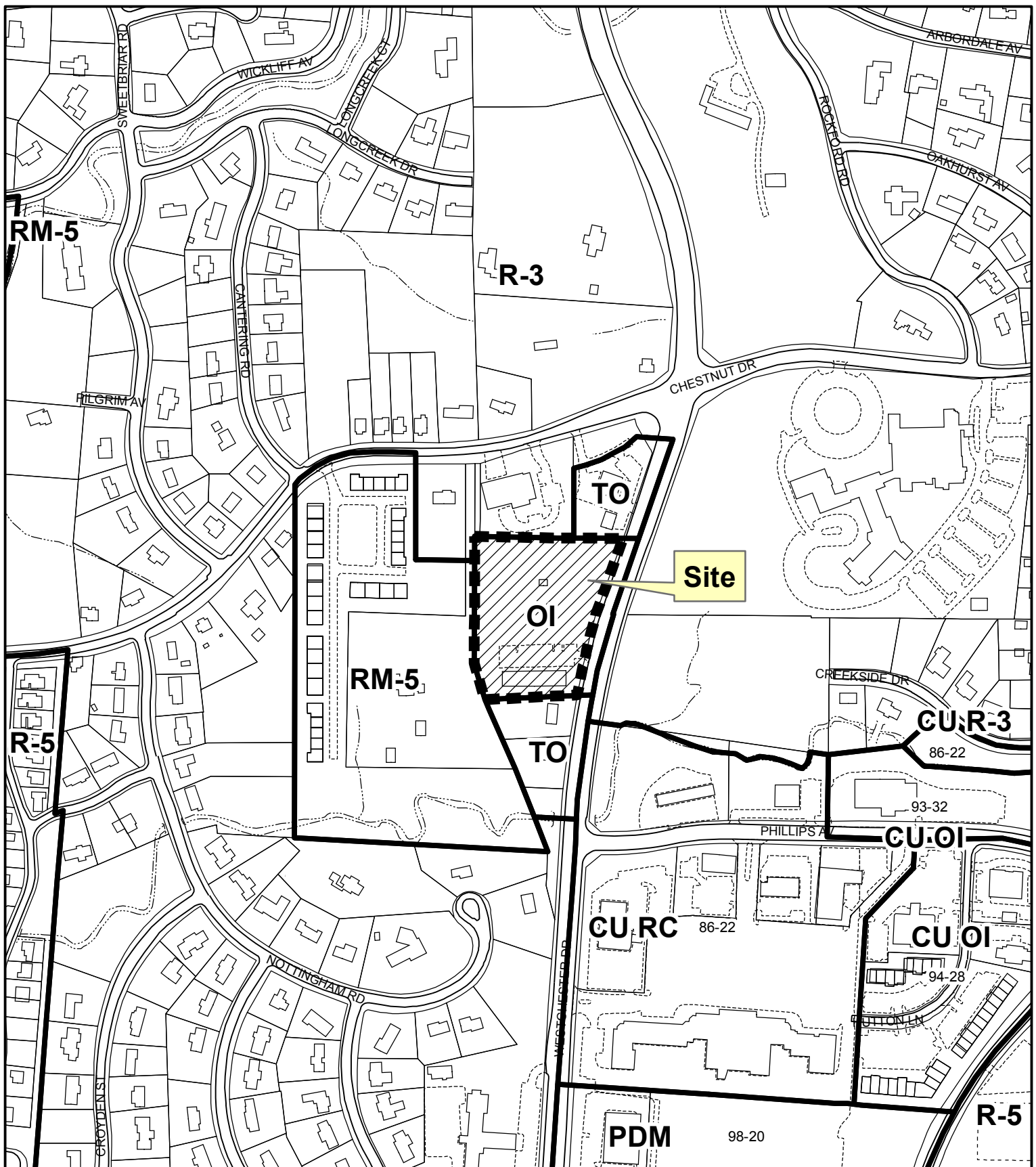
That all ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 6.

This ordinance shall become effective upon the date of adoption.

17th day of July, 2017.

Lisa B. Vierling, City Clerk



ZONING MAP AMENDMENT ZA-17-03

From: Office Institutional (OI)
To: Conditional Zoning Limited Business (CZ LB)

Existing Zoning Boundary —————
Subject Property Boundary - - - - -

**Planning & Development
 Department**

City of High Point

Date: April 7, 2017



Scale: 1"=400'

G:\Planning\Secure\ba-pz/
 2017\pz\za17-03.mxd

STATE OF NORTH CAROLINA

CONSERVATION EASEMENT

COUNTY OF GUILFORD

DRAWN BY: JoAnne Carlyle, City Attorney, City of High Point
RETURN TO: City Attorney, P.O. Box 230, High Point, NC 27261

NTC

THIS CONSERVATION EASEMENT DEED made this 19th day of June, 2017, between **THE CITY OF HIGH POINT**, a municipal corporation existing under the laws of the State of North Carolina, hereinafter referred to as Grantor(s), and **THE CITY OF HIGH POINT**, a municipal corporation existing under the laws of the State of North Carolina, hereinafter referred to as Grantee;

WITNESSETH:

WHEREAS, Grantor acquired permanent right-of-way situated, lying, and being in the City of High Point, Guilford County, North Carolina (the "Property"), and being more particularly described as that certain parcel as described in a Memorandum of Action between the City of High Point and Joan Johnson, Donald Johnson, Gladys Long, Johnny Long, Charles Hayworth and Billy Hoover dated June 29th, 2011, and recorded in Deed Book 7251 at Page 1924-1930 of the Guilford County Registry, North Carolina; and

WHEREAS, Grantor is willing to grant a Conservation Easement over the herein described areas of the Property, thereby restricting and limiting the use of the included areas of the Property to the terms and conditions and purposes hereinafter set forth, and Grantee is willing to accept such Conservation Easement.

WHEREAS, The purposes of the Conservation Easement are to maintain, restore, enhance, create and preserve wetland and/or riparian resources in the Easement area that contribute to the protection and improvement of water quality, flood prevention, fisheries, aquatic habitat, wildlife habitat, and recreational opportunities: to maintain permanently the Easement Area in its natural condition, consistent with these purposes; and to prevent any use of the Easement Area that will significantly impair or interfere with these purposes; and

NOW, THEREFORE, in consideration of the mutual covenants, terms, conditions, and restrictions hereinafter set forth, Grantor unconditionally and irrevocably hereby grants and conveys unto Grantee, its successors and assigns, forever and in perpetuity, a Conservation Easement of the nature and character and to the extent hereinafter set forth, over a described area of the Property, referred to hereafter as the "Easement Area" and shown on the map labeled **Exhibit A** attached hereto and incorporated herein by reference.

FOR A COMPLETE DESCRIPTION OF THE EASEMENT AREA SEE **EXHIBIT B**
ATTACHED HERETO AND INCORPORATED HEREIN BY REFERENCE

Grantor(s) covenant and agree not to construct any structure or place any plantings or other improvements permanent in nature on the easement hereby granted without City of High Point approval; and, Grantor and Grantee acknowledge an existing City of High Point sewer line running through the Easement Area and shown on Exhibit A; and, any access to perform maintenance on the sewer line or work on the sewer line shall be done in a manner as to mitigate any land disturbance to the Easement Area and, if necessary, the City of High Point will replace and restore any disturbed land to substantially the same condition it was in prior to any land disturbing activity or work performed on the sewer line or surrounding area.

Grantor and Grantee agree that the terms of this Easement shall survive merger of any fee and easement interests in the Property or any portion thereof.

SPECIAL PROVISIONS - this easement is subject to the following special provisions:
The Easement Area shall be restricted from any development or usage that would impair or interfere with the purposes of this Conservation Easement. Permitted uses that do not interfere with the purpose of the Conservation Easement shall include educational, recreational, signage for the purposes of describing conservation or restoration activities or directional and regulatory instruction, environmental testing and sampling, ingress, egress, or inspection for any purpose set forth in this easement.

TO HAVE AND TO HOLD the aforesaid easement together with all privileges and appurtenances thereunto belonging for the use and purposes aforesaid, unto Grantee, its successors and assigns forever.

AND the said Grantor(s) do covenant and agree that they are seized of the premises and have the right to convey the Conservation Easement; that the same is free from encumbrances other than those named herein; that they will warrant and defend the title to the same against the lawful claims of all persons whomsoever.

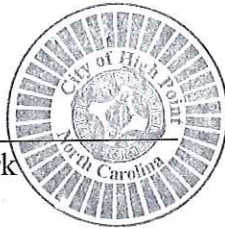
IN WITNESS WHEREOF, the Grantor has caused this Deed to be executed in its corporate name by its Mayor and its corporate seal to be hereunto affixed, the day and year first above written.

CITY OF HIGH POINT

William S. Bencini, Jr.
William S. Bencini, Jr., Mayor

ATTEST:

Lisa Vierling
Lisa Vierling, City Clerk

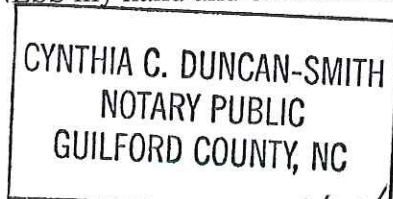


NORTH CAROLINA

GUILFORD COUNTY

I, Cynthia C. Duncan-Smith, a Notary Public for the County and State writing above, do hereby certify that Lisa B. Vierling is known to me as City Clerk of the City of High Point, and she personally appeared before me this date; and that by authority duly given and as an act of the City of High Point, the foregoing instrument was signed in its name by its mayor, sealed with its corporate seal, and attested to by herself as its Clerk.

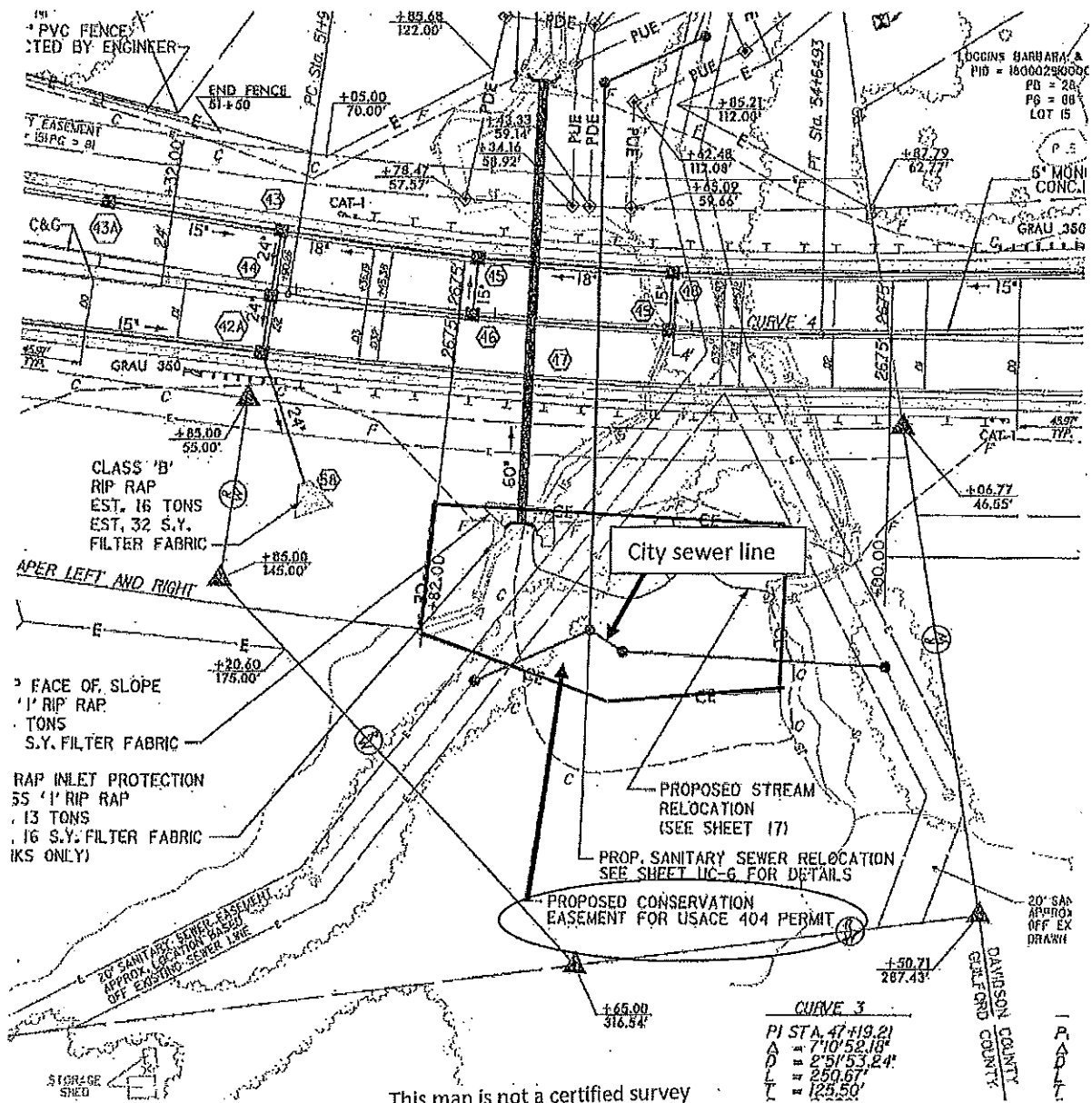
WITNESS my hand and official stamp or seal, this the 21 day of June, 2017



Cynthia C. Duncan-Smith
Notary Public

My commission expires: 1/18/2020

Exhibit A



This map is not a certified survey
and has not been reviewed

EXHIBIT B

PROJECT:2287 CITY OF HIGH POINT - WEST HARTLEY DR. WIDENING
DESIGNATED CONSERVATION AREA FOR WETLAND MITIGATION
Land is now: City of High Point Street Right of Way
Formally: TAX PARCEL#:0197215 (700 W.HARTLEY DR.) (PROJECT PARCEL NO. 14)

The purpose of this document is to describe a new West Hartley Drive Designated Conservation Area for Wetland Mitigation: is located within the City of High Point right of way, located on Hartley Drive, High Point, North Carolina, for the Hartley Drive Widening Project and particularly described below;

Beginning at the existing southwestern property corner of the right of way land of the City of High Point Deed Book 7251 Page 1924, said point being on the existing northern right-of-way line of the Hartley Drive lying at Project Centerline Station 55+06.77, 46.55' right;

thence N 62° 02' 58" E (75.14') thru the lands of the City of High Point property to a point, said point lying at the Project Centerline Station 54+50.00, 95.00' right;

thence N 12° 34' 09" E (83.00') thru the lands of the City of High Point property to a point, said point lying at the Ingleside Drive Project Centerline Station 54+50.00, 178.00' right;

thence S 81° 31' 17" E (87.64') thru the lands of the City of High Point property to a point, said point lying at the Ingleside Drive Project Centerline Station 53+70.00, 186.00' right;

thence S 58° 57' 45" E (101.17') thru the lands of the City of High Point property to a point, said point lying at the Ingleside Drive Project Centerline Station 52+80.00, 160.00' right;

thence S 17° 26' 21" W (65.00') thru the lands of the City of High Point property to a point, said point lying at the Ingleside Drive Project Centerline Station 52+80.00, 95.00' right;

thence N 74° 59' 45" W (178.02') thru the lands of the City of High Point property to the point of beginning of the West Hartley Drive Designated Conservation Area for Wetland Mitigation containing 15,091 square feet of land.

The above-described is shown on the attached Exhibit A map from Sheet 7 of the Hartley Drive Widening Project plans on file with the City of High Point Engineering Services Department.

AGREEMENT
CITY OF HIGH POINT, NORTH CAROLINA
AND THE FERGUSON GROUP, L.L.C., WASHINGTON, DC

Pursuant to this Agreement, the City of High Point, NC (hereinafter referred to as "the client") and The Ferguson Group, L.L.C., (TFG) agree to assume the following obligations:

1. OBLIGATIONS OF TFG

TFG will:

- A. act as the Washington Representative to the client in Washington, D.C.;
- B. represent the client regarding legislative and regulatory matters impacting the client specifically;
- C. confer with the client and its designees at the times and places mutually agreed to by the client and TFG. This will be done on all organizational planning and program activity related to the Federal Agenda and that which has a bearing on the ability of the client to make the best use of federal program resources;
- D. coordinate with the client and its designees to develop a comprehensive strategic plan for legislative and regulatory priorities;
- E. review federal legislation under consideration, federal executive proposals, proposed administrative rules and regulations and other federal developments for the purpose of advising the client of those items that may have a bearing on the client's policies or programs;
- F. notify the client of opportunities for federal funding and relay information necessary for securing those funds;
- G. secure and furnish such detailed information as may be available on federal issues in which the client indicates an interest;
- H. review and comment on proposals of the client, which are being prepared for submission to federal agencies, when requested to do so by the client;
- I. assist the client in drafting legislation and congressional testimony;
- J. identify, develop, and cultivate on-going relationships with key congressional officials and staff members;
- K. assist the congressional delegation in any matter that is in the best interest of the client and in the same manner as any other member of the client's staff might render assistance;

- L. counsel with the client and prepare briefing materials and/or conduct briefings for the client's representatives who are preparing to meet with Members of Congress, testify before congressional committees and administrative agencies, and conduct other client business, or attend national conferences;
- M. review and assist in developing the client's Federal Agenda;
- N. consult the client's elected officials and government affairs team on federal legislative affairs;
- O. alert the client to relevant federal and foundation competitive grant opportunities;
- P. cultivate relationships with federal agencies, garner congressional support, and provide every other level of support needed to improve the client's ability to obtain competitive grants;
- Q. assist with drafting legislation;
- R. arrange appointments (and accommodations when requested) for the client's officials to facilitate the efficient and effective performance of the client's business while in Washington, D.C.;
- S. submit periodic reports providing the latest information on issues of interest to the client; and
- T. provide an annual report giving an overview of TFG's work over the past year and a forecast of issues to be faced in the upcoming year.

2. OBLIGATIONS OF THE CLIENT

The client will:

- A. pay TFG \$6,666 per month one month in advance for professional services, or \$80,000 annually;
- B. reimburse TFG for expenses, not to exceed \$5,000 annually, as described in paragraph 2, subparagraphs F, G and H, payable within thirty (30) days of submission of invoice and acceptance by the client;
- C. advise TFG of the name or names of persons authorized to request service by TFG and the person or persons to be kept advised by TFG;
- D. supply TFG with a summary of all federal issues in which the client has interests and advise TFG of any new developments, together with the pertinent details as to the substance of such developments;
- E. supply TFG with copies of budgets, planning documents, and regular reports of the client's agenda and proceedings, newspapers and other materials to assist TFG in keeping current on

the client's policies and programs;

- F. reimburse TFG for: (1) all travel expenses incurred pursuant to paragraph 1, subparagraph B; (2) all travel and incidental expenses for attendance at meetings by TFG outside Washington, D.C. or North Carolina at the request of/approval of the client; (3) all incidental Washington expenses incurred in the course of conducting the client's business;
- G. reimburse TFG for all long distance telephone expenses; and
- H. reimburse TFG for the costs of document production.

3. THE CLIENT AND TFG CONCUR THAT THE FOLLOWING EXCLUSIONS SHALL APPLY TO THIS AGREEMENT.

TFG will not:

- A. represent the client before formal congressional committee hearings or in any judicial or quasi-judicial hearing conducted by boards or examiners of federal agencies or commissions;
- B. perform any legal, engineering, accounting or other similar professional services; and

4. EITHER PARTY MAY TERMINATE THIS AGREEMENT AT ANY TIME BY GIVING THE OTHER AT LEAST THIRTY (30) DAYS' NOTICE IN WRITING OF SUCH TERMINATION.

5. TERM OF AGREEMENT:

This agreement is for the period beginning on July 1, 2017 and ending on June 30, 2018. Contractual time may be extended upon written mutual consent of the parties.

IN WITNESS WHEREOF, the parties hereto, or their duly authorized agents or officers, have executed this Agreement effective as of the day and year first above written.

THE FERGUSON GROUP, L.L.C.

By: W. Roger Gwinn
W. Roger Gwinn, CEO

Date: June 7, 2017

CITY OF HIGH POINT, NC

By: Bill Bencini
Bill Bencini, Mayor

Date:

CITY OF HIGH POINT

AGENDA ITEM



Title: Zoning Map Amendment 17-04
(Bales Memorial Wesleyan Methodist Church)

From: Lee Burnette, Planning & Development
Director

Meeting Date: June 19, 2017

Public Hearing: Yes

Advertising Date: June 7, 2017 and June 14, 2017

Advertised By: Planning & Development

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

PURPOSE:

A request by Bales Memorial Wesleyan Methodist Church to rezone an approximate 0.44-acre parcel from the Residential Single Family-40 (RS-40) District, within Guilford County's zoning jurisdiction, to the Residential Single Family-3 (R-3) District. The site is lying along the north side of Bales Chapel Road, approximately 1,700 feet east of Dillon Road (1001 Bales Chapel Road). 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** of this request, as outlined in the attached staff report.
- B. On May 23, 2017, a public hearing was held before the Planning and Zoning Commission regarding Zoning Map Amendment 17-04. The Planning & Zoning Commission recommended **approval** of this request, by a vote of 6-0, as outlined in the staff report and recommended by staff.

PLANNING AND ZONING COMMISSION RECOMMENDATION

Bales Memorial Wesleyan Methodist Church

Zoning Map Amendment 17-04

At its May 23, 2017 public hearing, the Planning and Zoning Commission reviewed a request to rezone an approximate 0.44-acre parcel to the Residential Single Family-3 (R-3) District. All members of the Commission were present except for Mr. Keith McInnis, Ms. Marie Stone 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 in favor of the request:

No one spoke in favor of the request.

Speaking in opposition of the request:

No one spoke in opposition to this request.

Planning & Zoning Commission Action

The Planning & Zoning Commission recommended **approval** of this request, as recommended by staff, by a vote of 6-0.

Upon making its recommendation, the Planning & Zoning Commission stated that its approval of Zoning Map Amendment 17-04 would be consistent with the City's adopted plans. Additionally, the Commission concurred with the staff report and found its approval recommendation reasonable and in the public interest because:

- 1) The request is consistent with the Land Use Map; and
- 2) The request is consistent with the surrounding zoning pattern along Bales Chapel Road.

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

**STAFF REPORT
ZONING MAP AMENDMENT 17-04
May 23, 2017**

Request	
Applicant: Bales Memorial Wesleyan Methodist Church	Owner: Bales Memorial Wesleyan Methodist Church
Zoning Proposal: To annex and apply initial City zoning to an approximate 0.44-acre parcel.	From: RS-40 Residential Single Family-40 (Guilford County)
	To: R-3 Residential Single Family-3 District

Site Information	
Location:	Lying along the north side of Bales Chapel Road, approximately 1,700 feet east of Dillon Road (1001 Bales Chapel Road).
Tax Parcel Number:	Guilford County Tax Parcel 0160151
Site Acreage:	Approximately 0.44 acres
Current Land Use:	There is an approximately 2,500 square-foot structure associated with the church located on this parcel.
Physical Characteristics:	The property is developed with an accessory church structure and has no noteworthy features.
Water and Sewer Proximity:	A 12-inch City water line lies adjacent to the site along Bales Chapel Road. Sanitary sewer service is provided to church structures on the south side of Bales Chapel Road via a private 2-inch sewer forced main installed by the property owner in 1972.
General Drainage and Watershed:	The site drains in a general northerly direction and development is subject to the Oakdale Reservoir General Watershed Area (GWA) requirements. Engineered stormwater treatment measures are required for development with a total impervious surface area greater than 24% of the site.
Overlay Districts:	Oakdale Reservoir General Watershed Area

Adjacent Property Zoning and Current Land Use			
North:	RS-40	Residential Single Family-40 (Guilford County)	Single family dwellings
South:	R-3	Residential Single Family-3 District (Hight Point ETJ Area)	Undeveloped
East:	R-3	Residential Single Family-3 District (Hight Point ETJ Area)	Undeveloped
West:	R-3	Residential Single Family-3 District	Single family dwellings

Relevant Land Use Policies and Related Zoning History	
Community Growth Vision Statement:	This request is neither in conflict, nor does it promote, the goals and objectives of the Community Growth Vision Statement.

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:	This request is neither in conflict, nor does it promote, the goals and objectives of the Land Use Plan.
Relevant Area Plan:	Not applicable
Zoning History:	There have been no recent zoning amendments in the area.

Transportation Information			
Adjacent Streets:	Name		Classification
	Bales Chapel Road		Minor Thoroughfare
	Approx. Frontage		
	200 ft.		
Vehicular Access:	Via existing driveway from Bales Chapel Road		
Traffic Counts: (Average Daily Trips)	Bales Chapel Road	1,500 ADT (NCDOT 2015 traffic count)	
Estimated Trip Generation:	Not applicable		
Traffic Impact Analysis (TIA):	Required		TIA Comments
	<u>Yes</u>	<u>No</u> X	None
Pedestrian Access:	Development of the site is subject to the sidewalk requirements of the Development Ordinance.		
Conditions:	None		

School District Comment
Not applicable to this zoning case.

Details of Proposal

The applicant, Bales Memorial Wesleyan Methodist Church, has submitted an annexation application for approximately 4.65 acres they own along Bales Chapel Road. As part of any annexation application, the City of High Point must establish initial zoning on the property. The church property lies along both sides of Bales Chapel Road, approximately 4.2 acres along the south side and approximately 0.44 acres along the north side of Bales Chapel Road. The land area along the south side of this roadway is within the City's Extraterritorial Jurisdiction (ETJ) where the City has established R-3 District zoning. The 0.44-acre church property along the north side of Bales Chapel Road is not within the City's ETJ; thus, the applicant is requesting the R-3 District be established on this parcel in conjunction with the annexation application.

Staff Analysis

The Land Use Map classifies this area as low density residential which is intended for the development of single family dwellings at a density of five dwelling units per acre. Complimentary uses such as open space, schools, utilities, religious institutions, and recreational facilities are permitted uses in residential areas. Adjacent City and County zoning is low density residential; therefore, this request for R-3 District zoning is consistent with established zoning in this area.

Consistency with Adopted Plans:

The proposed Zoning District is appropriate for its location and is consistent with the purposes, goals, objectives and policies of any relevant comprehensive land use or area plans.

Staff Comments:

The proposed zoning is consistent with the Low Density Residential land use designation for the site, and does not conflict with any goals and objectives found in the Land Use Plan.

Reasonableness/Public Interest:

An approval of the proposed Zoning District is considered reasonable and in the public interest.

Staff Comments:

In this case, staff suggests that the approval of this request is reasonable and in the public interest, because the request is consistent with Land Use Map and with the surrounding zoning pattern along Bales Chapel Road.

Recommendation

Staff Recommends Approval:

The Planning & Development Department recommends approval of the request to rezone this 0.44-acre parcel to the R-3 District. This request will be compatible with the surrounding area and in conformance with adopted plans.

Required Action

Planning and Zoning Commission:

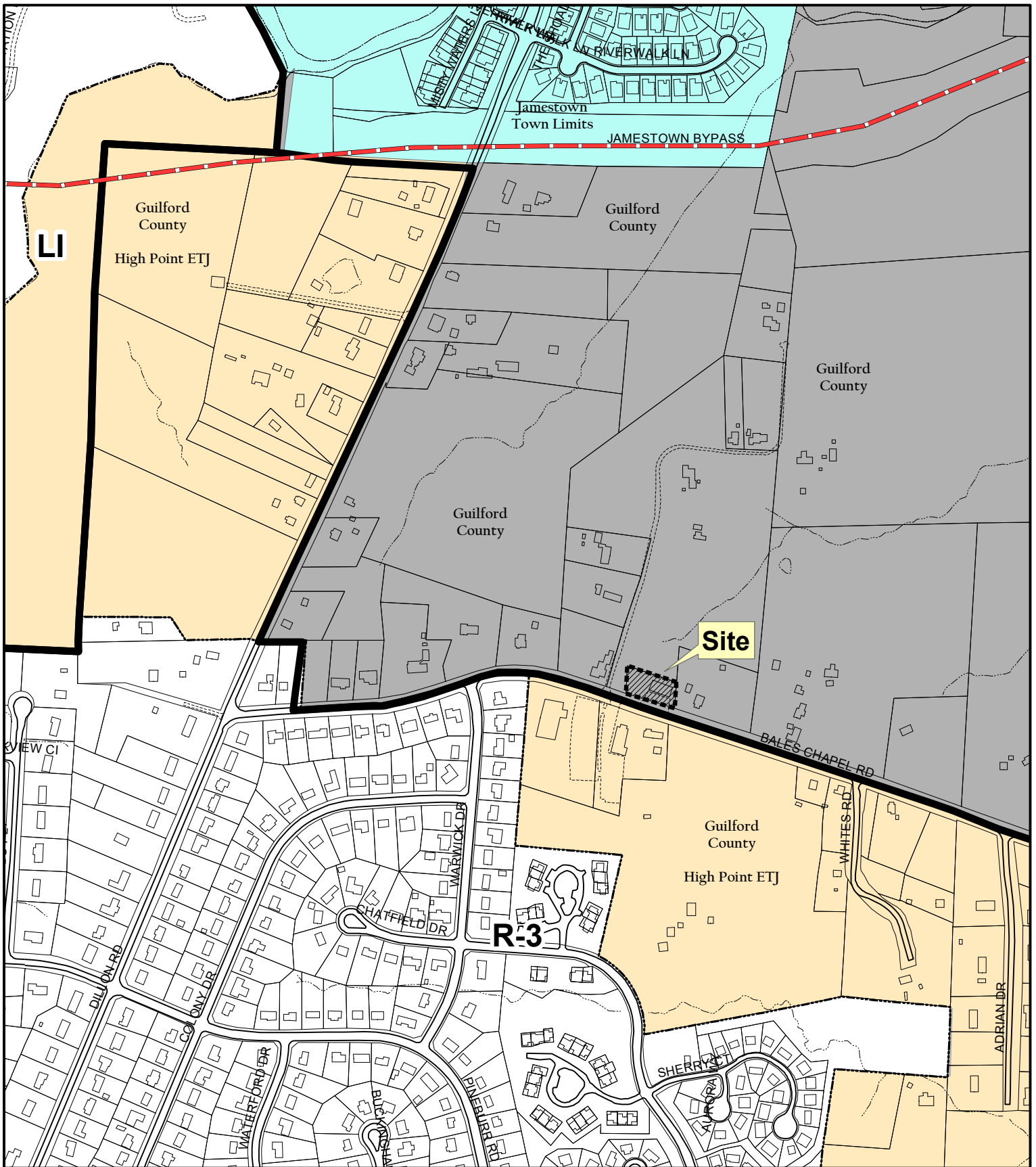
The NC General Statutes require that the Planning and Zoning Commission place in the official record a statement of consistency with the City's adopted plans when making its recommendation. This may be accomplished by adopting the statements in the Staff Analysis section of this report or by adopting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



ZONING MAP AMENDMENT ZA-17-04

From: Residential Single Family-40 (Guilford County)
To: Residential Single Family-3 (City of High Point)

Existing Zoning Boundary —————
Subject Property Boundary - - - - -

Planning & Development
Department

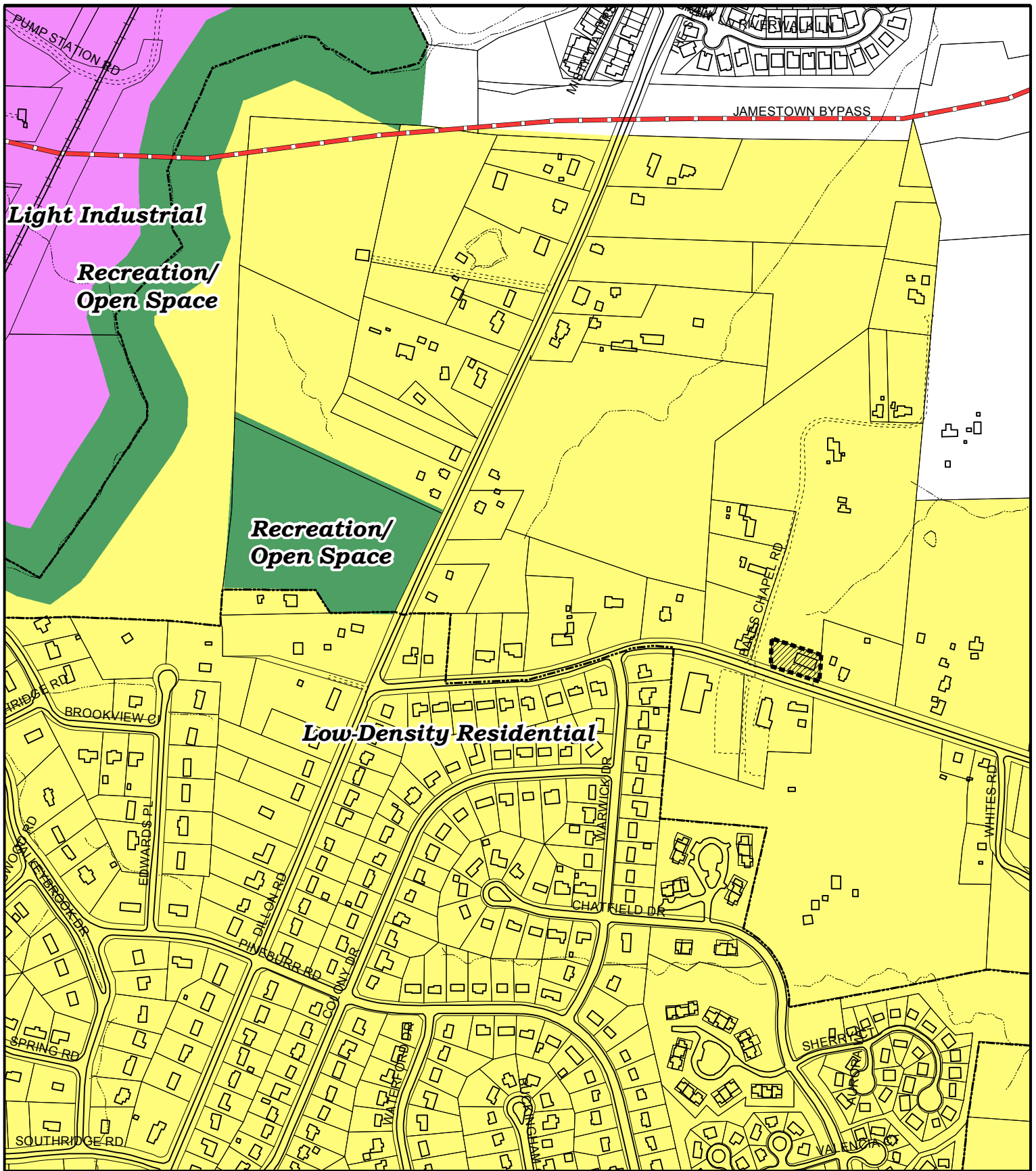
City of High Point

Date: May 23, 2017



Scale: 1"=500'

G:\Planning\Secure\ba-pz/
2017\pz\za17-04.mxd



ZONING MAP AMENDMENT ZA-17-04

Land Use Plan

Existing Land Use Plan
Subject Property Boundary



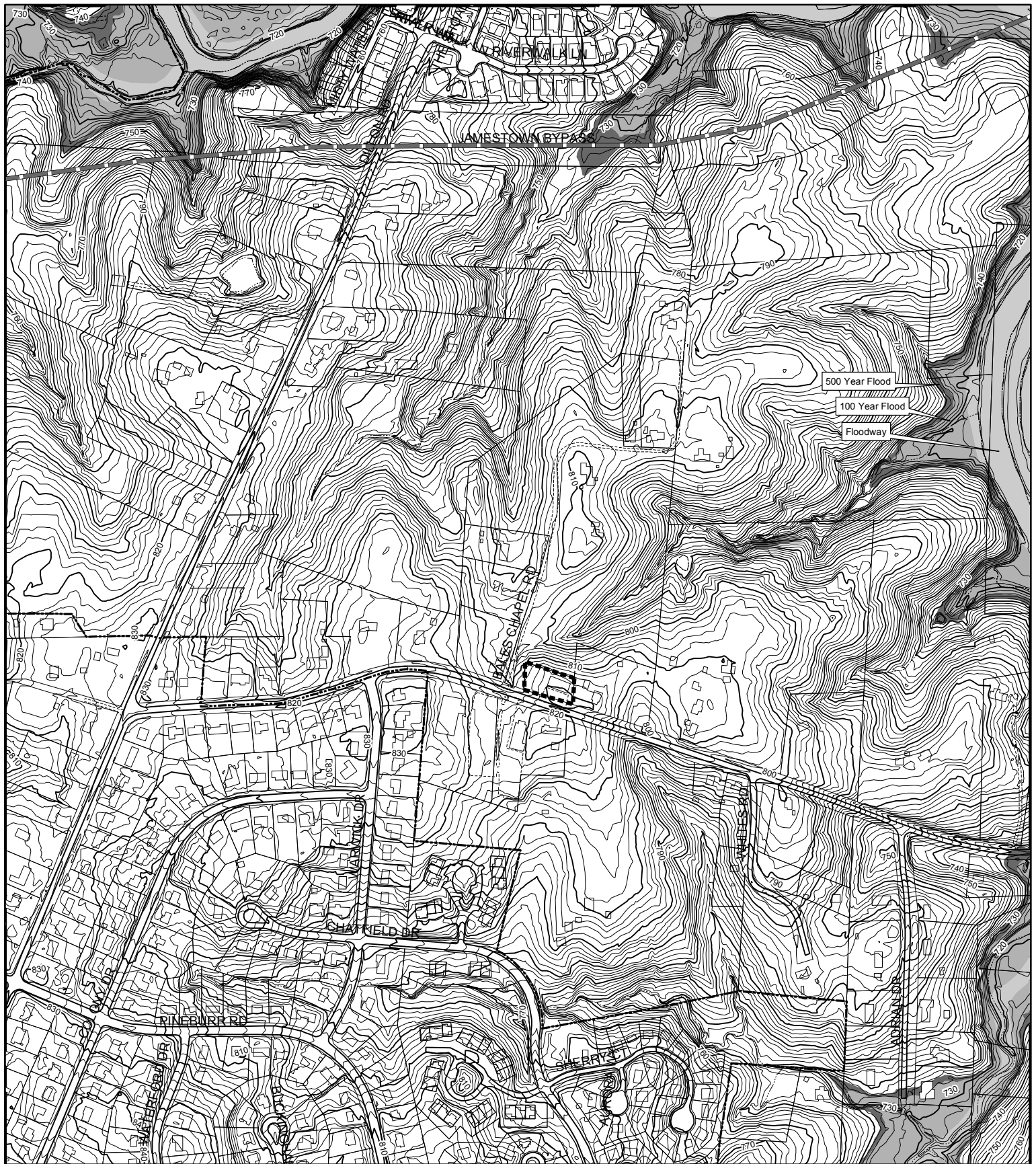
**Planning & Development
 Department**

City of High Point

Date: May 23, 2017



Scale: 1"=500'
 G:\Planning\Secure\ba-pz/
 2017\pz\za17-04lu.mxd



ZONING MAP AMENDMENT ZA-17-04

Topography

Subject Property Boundary - - - - -

Planning & Development
Department

City of High Point

Date: May 23, 2017



Scale: 1"=500'

G:\Planning\Secure\ba-pz/
2017\pz\za17-04\topo.mxd

ZONING MAP AMENDMENT ZA-17-04



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 May 23, 2017 and before the City Council of the City of High Point on June 19, 2017 regarding **Zoning Map Amendment Case 17-04 (ZA-17-04)** 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 May 14, 2017, for the Planning and Zoning Commission public hearing and on June 7, 2017 and June 14, 2017, 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 **June 19, 2017**.

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: **Residential Single Family-3 (R-3) District**. The property is an approximate 0.44-acre parcel lying along the north side of Bales Chapel Road, approximately 1,700 feet east of Dillon Road (1001 Bales Chapel Road). The property is also known as Guilford County Tax Parcel 0160151.

SECTION 2

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 3

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

SECTION 4.

This ordinance shall become effective upon the date of adoption.
19th day of **June, 2017**.

Lisa B. Vierling, City Clerk

CITY OF HIGH POINT

AGENDA ITEM



Title: Zoning Map Amendment 17-03
(North Carolina State Employees Credit Union)

From: Lee Burnette, Planning & Development
Director

Meeting Date: May 15, 2017

Public Hearing: Yes

Advertising Date: May 4, 2017 and May 10, 2017

Advertised By: Planning & Development

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

PURPOSE:

A request by the North Carolina State Employees Credit Union to rezone approximately 4.2 acres from the Office Institutional (OI) District to a Conditional Zoning Limited Business (CZ-LB) District. The site is lying along the west side of Westchester Drive, approximately 430 feet south of Chestnut Drive (1638 Westchester Drive).

BACKGROUND:

Staff report and the Planning & Zoning Commission's recommendation is 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 April 25, 2017, a public hearing was held before the Planning and Zoning Commission regarding Zoning Map Amendment 17-03. The Planning & Zoning Commission recommended **approval** of this request, by a vote of 5-0, as outlined in the staff report and recommended by staff.

PLANNING AND ZONING COMMISSION RECOMMENDATION

North Carolina State Employees Credit Union

Zoning Map Amendment 17-03

At its April 25, 2017 public hearing, the Planning and Zoning Commission reviewed a request to rezone approximately 4.2 acres from the Office Institutional (OI) District to a Conditional Zoning Limited Business (CZ-LB) District. All members of the Commission were present except for members Jim Armstrong, Keith McInnis, John McKenzie and Ray Wheatley. Mr. Herbert Shannon, Senior Planner, presented the case and recommended approval of the request as outlined in the staff report.

Speaking in favor of the request:

Speaking in favor of the request was the applicant's representative, Attorney Clinton Cogburn, Tuggle Duggins, Attorneys at Law, 100 N. Greene Street, Suite 600, Greensboro, N.C. Mr. Cogburn provided an overview of the zoning request and summarized the results of his citizen's information meeting with adjacent property owners. He then made himself available for questions.

Speaking in opposition of the request:

No one spoke in opposition to this request.

Planning & Zoning Commission Action

The Planning & Zoning Commission recommended **approval** of this request, as recommended by staff, by a vote of 5-0.

Upon making its recommendation, the Planning & Zoning Commission stated that its approval of Zoning Map Amendment 17-03 would be consistent with the City's adopted plans. Additionally, the Commission concurred with the staff report and found its approval recommendation reasonable and in the public interest because:

- 1) The Land Use Map denotes the intent of having office type uses, which includes professional, personal and business service uses, on this segment of the Westchester Drive corridor. Based on allowable use conditions offered by the applicant, the requested CZ-LB District is consistent with the intended goals of the Land Use Plan for this portion of the City's planning area;
- 2) The Land Use Plan has development guidelines for evaluating zoning proposals for office and commercial development bordering residential neighborhoods. These guidelines include the evaluation of the mass, scale and height of proposed uses; topography; neighborhood compatibility; impact on the neighborhood, and the sufficiency of buffering, setback and landscaping. As outlined in the analysis section of this report the location, size and depth of the zoning site along with the vehicular access conditions and landscaping requirements of the development ordinance will collectively ensure the allowance of a Major Personal Services use type will be compatible with the adjacent residential neighborhood.
- 3) Conditions offered by the applicant and the standards of the Development Ordinance ensure that the size and intensity of development will be compatible with the area. Rezoning to a CZ-LB District to permit an approximate 8,500 square-foot credit union will not be inconsistent with the current development pattern in this area; and
- 4) Transportation related conditions offered by the applicant to restrict the manner that vehicles may access the site will ensure the safety of the motoring public.

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

**STAFF REPORT
ZONING MAP AMENDMENT 17-03
April 25, 2017**

Request	
Applicant: North Carolina State Employees Credit Union	Owner: Ricky H. Jackson, representing the C. Harris Jackson Family Trust
Zoning Proposal: To rezone approximately 4.2 acres to allow the Major Personal Service establishment use type.	From: OI Office Institutional District To: CZ-LB Conditional Zoning Limited Business District

Site Information	
Location:	The site is lying along the west side of Westchester Drive, approximately 430 feet south of Chestnut Drive (1638 Westchester Drive).
Tax Parcel Numbers:	Guilford County Tax Parcel 0185094
Site Acreage:	Approximately 4.2 acres
Current Land Use:	An approximately 8,900-square foot multi-tenant office building is lying along the southern boundary of the site.
Physical Characteristics:	The site has a gentle to moderately sloping terrain, with no noteworthy environmental features.
Water and Sewer Proximity:	A 12-inch City water line and an 8-inch City sewer line both lie adjacent to the site along Westchester Drive.
General Drainage and Watershed:	The site drains in a southerly direction and is within the Yadkin Pee-Dee (non-water supply) watershed. Based upon the acreage of the site and the allowable development intensity, the watershed regulations may require stormwater controls to be provided.
Overlay District:	None

Adjacent Property Zoning and Current Land Use			
North:	R-3 TO	Residential Single Family–3 District Transitional Office District	Fire station and office uses
South:	TO	Transitional Office District	Single family detached dwelling
East:	R-3	Residential Single Family–3 District	Church and undeveloped parcel (<i>opposite side of Westchester Dr.</i>)
West:	RM-5	Residential Multi-Family–5 District	Single family detached dwelling

Relevant Land Use Policies and Related Zoning History	
Community Growth Vision Statement:	This request is neither in conflict, nor does it promote, the goals and objectives of the Community Growth Vision Statement.
Land Use Plan Map Classification:	The site has a Low-Density Residential and Office land use classification. The Low-Density Residential classification is located on the southern portion of the site and is primarily intended for single family detached

	dwelling on individual lots. Development densities in these areas shall not exceed five dwelling units per gross acre. The Office land use classification is on the northern portion of the site and intended to promote professional, personal and business service uses
Land Use Plan Goals, Objectives & Policies:	This request is neither in conflict, nor does it promote, the goals and objectives of the Land Use Plan.
Relevant Area Plan:	Not applicable.
Zoning History:	Except for the rezoning of the Wesley Memorial Methodist Church property in 2016, which was part of a comprehensive zoning action, there has been no zoning activity in this general area since the 1980s.

Transportation Information				
Adjacent Streets:	Name		Classification	Approx. Frontage
	Westchester Drive		Major Thoroughfare	500 ft.
Vehicular Access:	Vehicular access will be taken from Westchester Drive.			
Traffic Counts: (Average Daily Trips)	Westchester Drive		22,000 ADT (2015 NCDOT Traffic Count)	
	Chestnut Drive		1,600 ADT (2015 NCDOT Traffic Count)	
Estimated Trip Generation:	Not applicable			
Traffic Impact Analysis:	Required		TIA Comments	
	Yes	No X	Improvements are required.	
Pedestrian Access:	Development of the site is subject to the sidewalk requirement of the Development Ordinance.			
Conditions:	1. Dedicate 10 feet of Right-of-Way behind required turn lanes. 2. The zoning site shall have one (1) full movement access point to Westchester Drive. A right turn lane shall be constructed with 100 feet of full storage and a minimum of 150 feet of taper. 3. The zoning site shall have one (1) right-in only access point to Westchester Drive. A right turn lane shall be constructed with 100 feet of full storage and a minimum of 150 feet of taper. 4. No access shall be allowed to Chestnut Drive. 5. The City of High Point Transportation Director and NCDOT shall approve the exact location & design of access points and improvements.			

School District Comment
Not applicable to this zoning case.

Details of Proposal
The applicant is requesting to rezone approximately 4.2 acres from the OI District to a CZ-LB District to allow the development of an approximate 8,500 square foot credit union on this property. The Development Ordinance classifies financial institutions such as credit unions, banks and savings & loans as a personal service use type. Both the OI and LB Districts allow personal service establishments, which are uses that meet frequent or recurrent service needs of a personal nature. Some examples include laundromats & dry-cleaning pick-up/drop-off establishments, day spas,

banks/credit unions/savings & loans, photography studios, funeral homes, mailing or packaging services, and barber & beauty shops. The ordinance divides Personal Services into two use types:

- 1) Major Personal Service establishment, a facility with more than 4,000 square feet of gross floor area; and
- 2) Minor Personal Service establishment, a facility with less than 4,000 square feet of gross floor area.

The OI District permits Minor Personal Service establishments; however, because the applicant is proposing to develop an 8,500-square foot building, the use is classified as Major; which is not permitted in the OI District. Thus, the applicant has requested rezoning to the LB District, which is the least intensive zoning district that permits Major Personal Service use types.

In conjunction with this request, the applicant has submitted a conditional zoning ordinance, in which they have offered to restrict allowable LB District uses. Except for Major Personal Service uses, only those LB District uses that are also allowed in the OI District are permitted. The applicant has also offered transportation-related conditions pertaining to the installation of turn lanes and access restrictions to eliminate turning movement conflicts.

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.

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;

Staff Comments:

This request involves the re-use of an existing developed property for a similar commercial-type use. This property is currently zoned OI with a portion of the property in the Office land use classification. Based upon the use conditions offered by the applicant, the requested CZ-LB District is consistent with the City's adopted policy guidance and does not introduce any land use that is not currently allowed.

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;
	<u>Staff Comments:</u> The net effect of this zoning application is the allowance of a larger Personal Service use on the property. Both the OI and LB Districts allow Personal Service establishments, the only difference is the intensity of development. The zoning site is suitable to handle the more intensive Major Personal Service uses in that it fronts along a major thoroughfare, is adjacent to the signalized intersection

	of two major thoroughfares, and is of sufficient size (more than 4 acres) to ensure adequate buffering and separation from adjacent residential uses to the west. Therefore, the allowance of the Major Personal Service use type on this site will be compatible with the surrounding development.
<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.; <u>Staff Comments:</u> ❖ To ensure the safety of the motoring public and to eliminate turning movement conflicts, the applicant has offered conditions to restrict access to one full-movement access point (left & right turning movement) and one right-in only access (right turn-in movement for southbound traffic) to the site from Westchester Drive. ❖ To ensure safe turning movement and keeping the flow of traffic moving on Westchester Drive, the applicant has offered to install turn lanes at both access points along Westchester Drive.
<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; <u>Staff Comments:</u> The site is within the Yadkin Pee-Dee (non-water supply) watershed. If development, grading and site improvements exceeds one-acre in area, the watershed regulations may require stormwater controls to be provided.
<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; <u>Staff Comments:</u> The site is within an area currently served by City of High Point utilities and municipal services. The zoning submittal has no known adverse impacts on municipal services.
<u>Factor #5</u>	Minimizes or effectively mitigates any identified adverse effect on the use, enjoyment or value of adjacent properties. <u>Staff Comments:</u> ❖ The Development Ordinance requires the installation of a Type B planting yard where the site abuts a residential zoning district. This planting yard will create a sense of spatial separation between the zoning site and abutting residential uses. Additionally, the depth of this parcel provides sufficient area to install this required planting yard and will assist in protecting the value and enjoyment of adjacent residential properties. ❖ The Development Ordinance includes perimeter parking lot landscaping standards that require the installation of evergreen planting materials along the perimeter of the parking lots to soften the view and to filter spillover light from vehicle headlights. The ordinance also includes free-standing lighting standards, including parking lot light poles, to minimize adverse effects on adjacent properties due to excessive light intensity and glare. The combination of the

	parking lot landscaping and free standing lighting standards will further insure the impact of development will not adversely affect adjacent property owners.
--	--

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.

Staff Comments:

Since the construction of the current office complex on this site in the late 1980s, there has been no significant changes in the type of development occurring in this area.

Development Patterns:

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

Staff Comments:

The property is located near the signalized intersection of two major thoroughfares, has 500 feet of street frontage on a major thoroughfare, more than 4 acres of land area and a lot depth of more than 375 feet. It's currently developed with an 8,900-square foot multi-tenant office building and abuts an 11,000-square foot fire station facility. Based on these locational and site configuration factors, the allowance of an approximate 8,500 square foot personal service use will be consistent with the existing development pattern in this portion of the city's planning area.

Reasonableness/Public Interest:

An approval of the proposed Conditional Zoning District is considered reasonable and in the public interest.

Staff Comments:

In this case, staff suggests that the approval of the applicant's request is reasonable and in the public interest because:

- 1) The Land Use Map denotes the intent of having office type uses, which includes professional, personal and business service uses, on this segment of the Westchester Drive corridor. Based on allowable use conditions offered by the applicant, the requested CZ-LB District is consistent with the intended goals of the Land Use Plan for this portion of the City's planning area;
- 2) The Land Use Plan has development guidelines for evaluating zoning proposals for office and commercial development bordering residential neighborhoods. These guidelines include the evaluation of the mass, scale and height of proposed uses; topography; neighborhood compatibility; impact on the neighborhood, and the sufficiency of buffering, setback and landscaping. As outlined in the analysis section of this report the location, size and depth of the zoning site along with the vehicular access conditions and landscaping requirements of the development ordinance will collectively ensure the allowance of a Major Personal Services use type will be compatible with the adjacent residential neighborhood.
- 3) Conditions offered by the applicant and the standards of the Development Ordinance ensure that the size and intensity of development will be compatible with the area. Rezoning to a CZ-LB District to permit an approximate 8,500 square foot credit union will not be inconsistent with the current development pattern in this area; and
- 4) Transportation related conditions offered by the applicant to restrict the manner that vehicles may access the site will ensure the safety of the motoring public.

Recommendation

Staff Recommends Approval:

As addressed in the Staff Analysis section of this report, conditions offered by the applicant address objectives of the Land Use Plan and will ensure development of the zoning site will be compatible with adjacent uses. The Planning & Development Department recommends approval of the request to rezone this 4.2-acre parcel to the CZ-LB District. As conditioned, the requested CZ-LB District will be compatible with the surrounding area and in conformance with adopted plans.

Required Action

Planning and Zoning Commission:

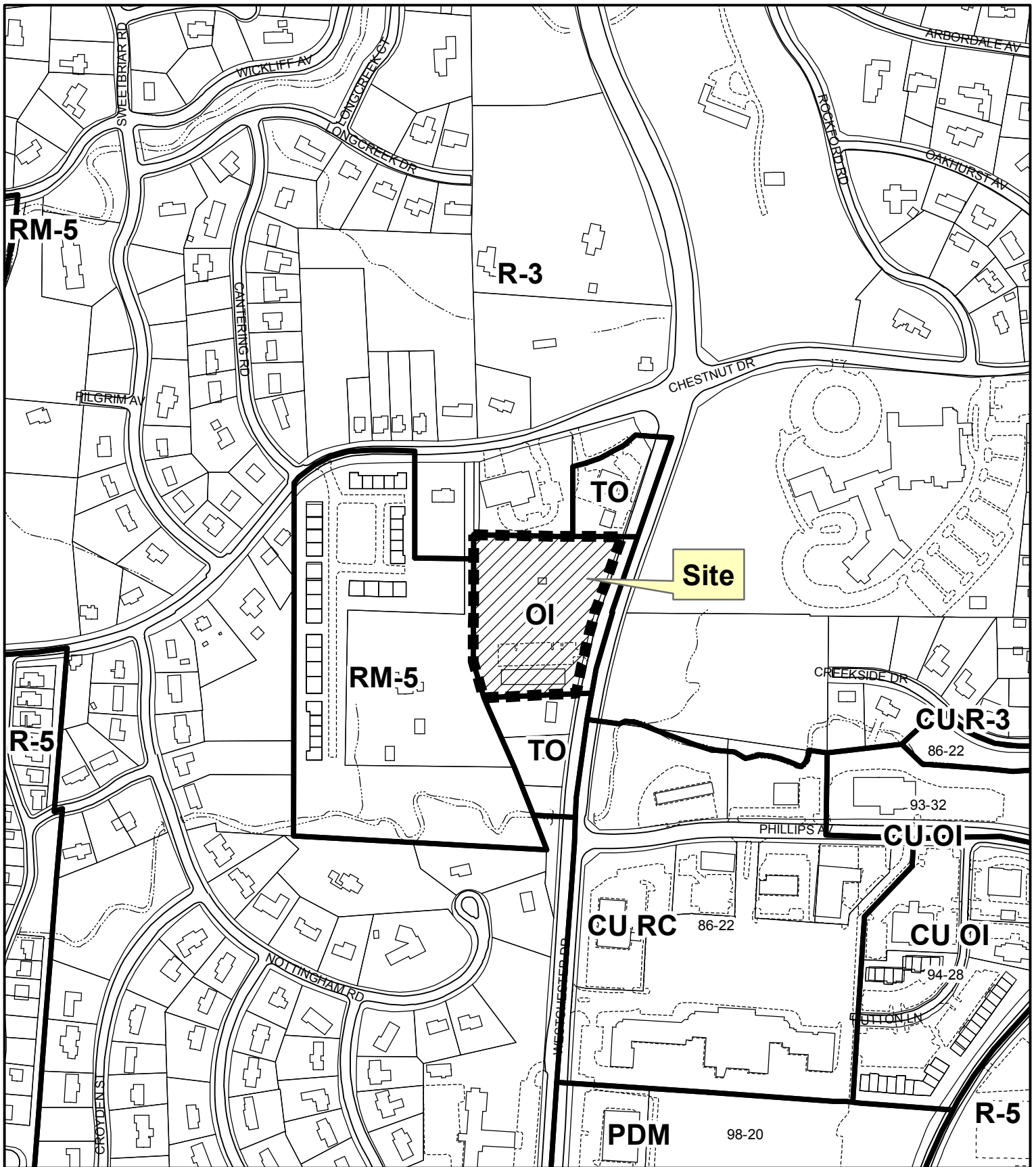
The NC General Statutes require that the Planning and Zoning Commission place in the official record a statement of consistency with the City's adopted plans when making its recommendation. This may be accomplished by adopting the statements in the Staff Analysis section of this report or by adopting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



ZONING MAP AMENDMENT ZA-17-03

From: Office Institutional (OI)
To: Conditional Zoning Limited Business (CZ LB)

Existing Zoning Boundary —————
Subject Property Boundary - - - - -

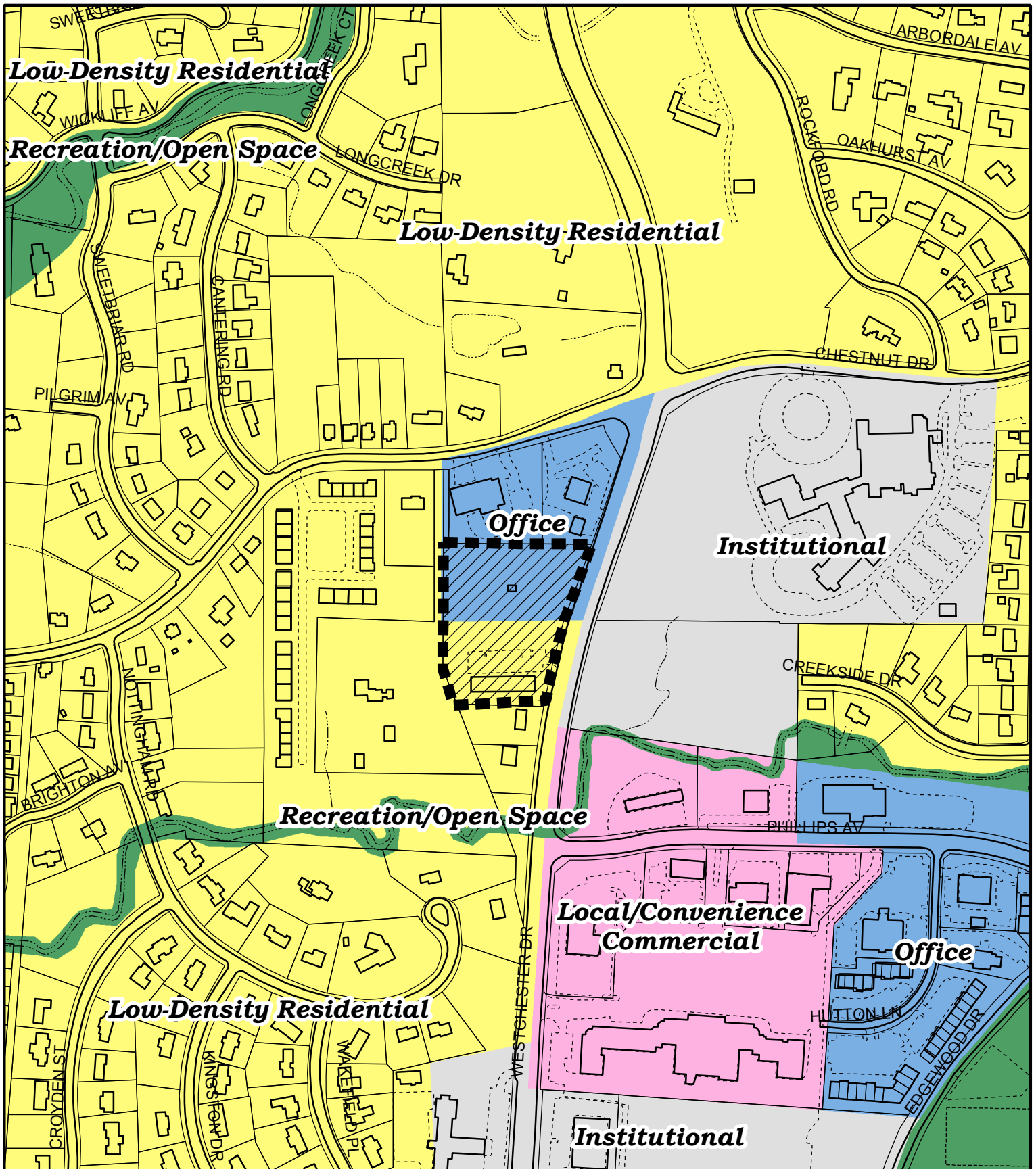
**Planning & Development
 Department**

City of High Point

Date: April 7, 2017



Scale: 1"=400'
 G:\Planning\Secure\ba-pz/
 2017\pz\za17-03.mxd



ZONING MAP AMENDMENT ZA-17-03

Land Use Plan

Existing Land Use Plan
Subject Property Boundary



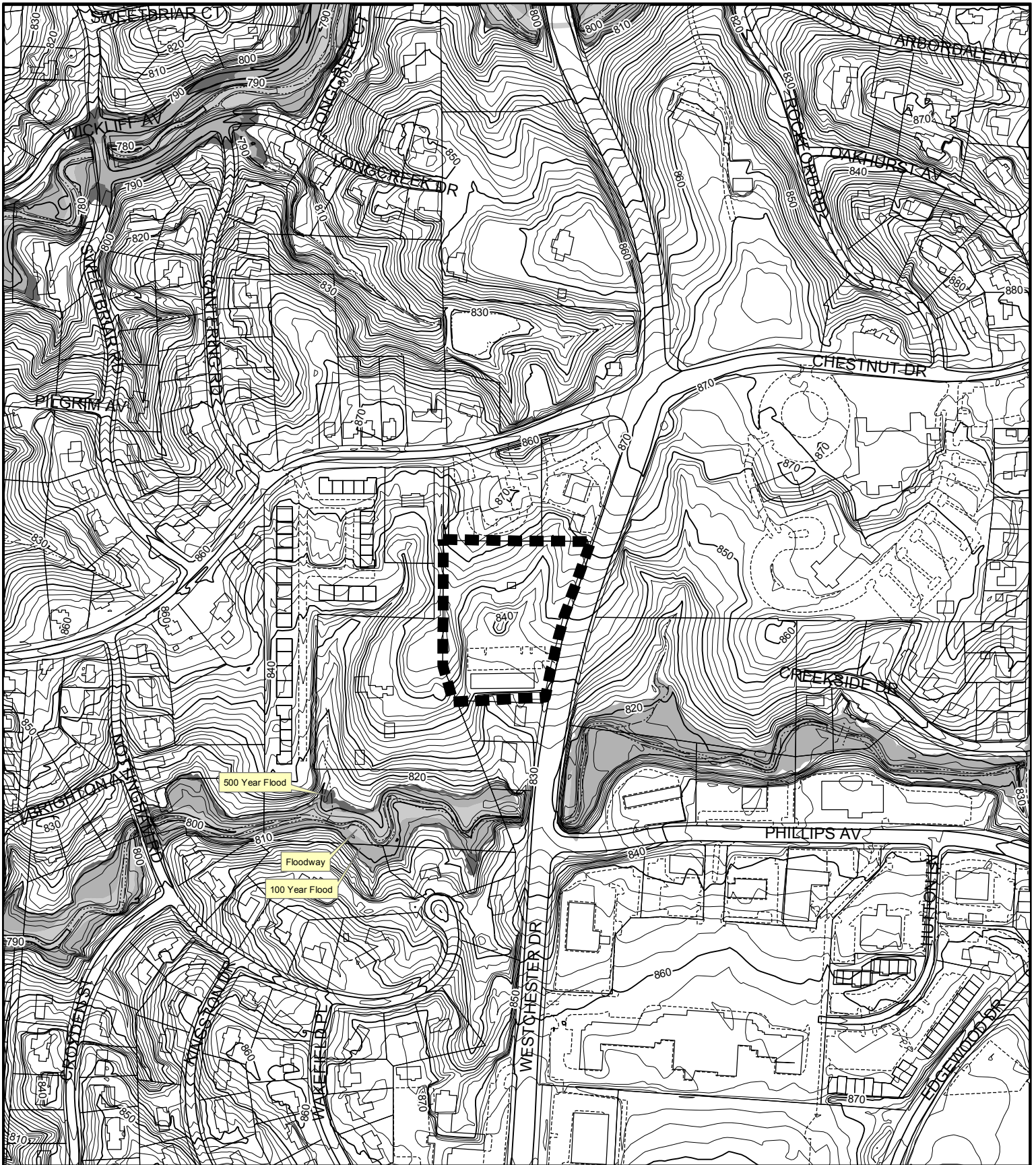
**Planning & Development
 Department**

City of High Point

Date: April 25, 2017



Scale: 1"=400'
 G:\Planning\Secure\ba-pz\2017\pz\za17-03 lu.mxd



ZONING MAP AMENDMENT ZA-17-03

Topography

Subject Property Boundary - - - - -

Planning & Development
Department

City of High Point

Date: April 25, 2017



Scale: 1"=400'

G:\Planning\Secure\ba-pz/
2017\pz\za17-03\topo.mxd

ZONING MAP AMENDMENT ZA-17-03



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 April 25, 2017 and before the City Council of the City of High Point on May 15, 2017 regarding **Zoning Map Amendment Case 17-03 (ZA-17-03)** 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 April 16, 2017, for the Planning and Zoning Commission public hearing and on May 3, 2017 and May 10, 2017, 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 **May xx, 2017.**

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-Limited Business (CZ-LB) District**. The property is approximately 4.2 acres, lying on the west side of Westchester Drive, approximately 430 feet south of Chestnut Drive. The property is also known as Guilford County Tax Parcel 0185094 (1638 Westchester Drive).

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 the following principal uses, as permitted in the Limited Business (LB) District, shall be permitted, subject to the development and dimensional requirements of the LB District and the specific conditions listed in this ordinance.
- A. Any principal use of the Limited Business (LB) District, as listed in the Principal Use Table 4.1.9 of the Development Ordinance, that is also a permitted use in the Office/Institutional (OI) District (use must be permitted in both districts).
 - B. All principal uses authorized under the “Personal Service, Major” Use Type (Commercial Use Category) as listed in Principal Use Table 4.1.9 of the Development Ordinance.

Part II. CONDITIONS:

A. Transportation Conditions.

1. Right-of-way Dedication: The property owners shall dedicate a minimum of ten (10) feet of Right-of-Way as measured from behind required turn lanes.
2. Access:
 - a) Chestnut Drive: No access shall be allowed to Chestnut Drive.
 - b) Westchester Drive:
 - i. The zoning site shall have one (1) full movement access point to Westchester Drive. A right turn lane shall be constructed with one-hundred (100) feet of full storage and a minimum of one-hundred-fifty (150) feet of taper.
 - ii. The zoning site shall have one (1) right-in only access point to Westchester Drive. A right turn lane shall be constructed with one-hundred (100) feet of full storage and a minimum of one-hundred-fifty (150) feet of taper.
3. Other Transportation Conditions: The City of High Point Transportation Director and the North Carolina Department of Transportation (NCDOT) 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 May, 2017.

Lisa B. Vierling, City Clerk

Citizens Information Meeting Report Zoning Map Amendment Case 17-03

Submitted by: Mr. Clinton Cogburn (Tuggle Duggins P.A.) on
behalf of the North Carolina State Employees
Credit Union

CITIZEN INFORMATION MEETING REPORT FOR 1638 WESTCHESTER DRIVE

1. Meeting Date, Time, and Location

Applicant conducted a formal, in-person informational meeting with neighbors/adjacent property owners, as provided by the City of High Point Planning Department staff. As permitted under Subsection 2.3.3 ("Citizen Information Meeting") of the City of High Point Development Ordinance, applicant conducted an in-person meeting between the applicant, applicant's representative, landowners, and other interested parties. Via mailed notification (See Exhibit A), applicant informed all landowners required to be notified at the addresses provided by the City of High Point (See Exhibit B), of the following: (1) information on the proposed development, (2) the date, time, and location of the citizen information meeting; (3) contact information for applicant and applicant's counsel; and (4) applicant's availability to answer questions via telephone or electronic mail. The meeting was held on Thursday, 30, 2017, from 6:00 PM to 7:00 PM, at Wesley Memorial United Methodist, 1225 Chestnut Drive, High Point, North Carolina 27262.

2. Method and Date of Notification

Via mailed notification (See Exhibit A), applicant notified all landowners required to be notified, at the addresses provided by the City of High Point (See Exhibit B). Those notices included information on the proposed development, the date, time, and location of the citizen information meeting, contact information for applicant and applicant's counsel, and applicant's availability to answer questions via telephone or electronic mail. Notifications were sent out via mail on Thursday, March 23, 2017.

3. List of Landowners Notified

Applicant informed all landowners required to be notified at the addresses provided by the City of High Point (See Exhibit B).

4. List of Meeting Attendees

Applicant conducted a formal, in-person informational meeting. Meeting attendees are as follows:

Applicant/Applicant Representative

1. Kendra Adams, Senior Vice-President, North Carolina State Employees' Credit Union (Applicant)
2. Aaron Hutchens, Engineer/Project Manager, Summit Design and Engineering Services (Project Engineer)
3. Mike Fox, Attorney, Tuggle Duggins P.A. (Applicant Representative and Applicant Counsel)
4. Clint Cogburn, Attorney, Tuggle Duggins P.A. (Applicant Counsel)
5. Dr. Rick H. Jackson (1638 Westchester Drive Property Owner Representative)

Landowners/Interested Parties

6. Clarence and Martha Mattocks
7. Ray Bretzmann
8. Marilyn Byerly
9. Sheila Dorsett
10. Denna Kennedy

Applicant collected contact information (telephone and e-mail) from all meeting attendees and plans to stay in contact with attendees regarding any additional developments in the process.

5. Meeting Summary

Applicant conducted a formal, in-person informational meeting. The meeting was held on Thursday, 30, 2017, from 6:00 PM to 7:00 PM, at Wesley Memorial United Methodist, 1225 Chestnut Drive, High Point, North Carolina 27262. At the meeting, applicant explained the development proposal, application, the application review process and dates for public hearings, and the possibility for changes in the proposal as it proceeds through the zoning map amendment process. Additionally, applicant discussed the following:

1. Traffic impact;
2. Access to the parcel (including number of access points);
3. Estimated construction schedule (start date, daily hours of construction, estimated length of construction, etc.);
4. General construction aspects;
5. Site drainage;
6. Project configuration and size; and
7. Hours of operation

Applicant discussed the North Carolina State Employees' Credit Union business model and background, presented a design rendering of the proposed development, hours of operation, desire to serve the High Point area and existing customer base, and the intent to make this a beneficial development for the entire neighborhood. Attendees provided positive feedback on the proposed development and use of the site.

6. Description of the Development Proposal

In applicant's mailings to surrounding and nearby neighbors, applicant included a description of the development proposal (See Exhibit A) with the approved City of High Point statement regarding citizen information meetings. (See Exhibit C).

7. Summary of Comments

At the citizen information meeting, applicant answered questions from attendees and discussed specific aspect of the project. The following are topics covered during the citizen information meeting:

1. Traffic impact;
2. Access to the parcel (including number of access points);
3. Estimated construction schedule (start date, daily hours of construction, estimated length of construction, etc.);
4. General construction aspects;
5. Site drainage;
6. Project configuration and size; and
7. Hours of operation

Applicant fielded questions regarding North Carolina State Employees' Credit Union, the intent in developing the parcel, construction on the site, anticipated construction timeline, site aspects, including drainage, and the approximate design of the development. Applicant also discussed the zoning map amendment process, the public hearing schedule, and other procedural components. Attendees provided positive feedback on the proposed development and use of the site.

EXHIBIT A

North Carolina State Employees' Credit Union

**2305 Westchester Drive
High Point, North Carolina 27262**

March 23, 2017

Re: Rezoning for property at 1638 Westchester Drive

Dear Neighbor,

We are writing to you because you own property nearby or next to the property at 1638 Westchester Drive, High Point, North Carolina 27262. As you may know, North Carolina State Employees' Credit Union (NCSECU) has filed an application with the City of High Point, requesting a conditional rezoning of the property to allow for the development of a NCSECU banking branch. This development will be of high quality and fit nicely into the neighborhood.

We would like to invite you to a Citizen Information Meeting to share with you some information regarding the plans for the property. The information for the meeting is below:

DATE:	Thursday, March 30, 2017
TIME:	6:00 PM--7:00 PM
LOCATION:	Wesley Memorial United Methodist 1225 Chestnut Drive High Point, North Carolina 27262 (Meeting will be held in the Dining Hall)

Should you have any questions/concerns prior to this meeting, please feel free to contact me by phone at 336-379-8602 or by e-mail at kendra.adams@ncsecu.org. You may also contact Mike Fox of Tuggle Duggins P.A. at 336-271-5244 or mfox@tuggleduggins.com. Additionally, please find enclosed a statement from the City of High Point providing additional information about the Citizen Information Meeting and rezoning process. We look forward to seeing you on March 30, 2017.

Sincerely,

Kendra O. Adams
Senior Vice-President
North Carolina State Employees' Credit Union

EXHIBIT B

BARHAM, BROOKE MARSHALL ; BARHAM,
JONATHAN BLAIR
169 ACT DR
WINSTON SALEM NC 27107

BYERLY, MARILYNN LOIS
1313 CHESTNUT DR
HIGH POINT NC 27262

CHAMBERLAIN, LORETTA
1401 CHESTNUT DR
HIGH POINT NC 27262

CHESTNUT HILLS ESTATES HOMEOWNERS ASSN
INC
637 GREENSBORO RD
HIGH POINT NC 27260

CHESTNUT OAKS OFFICES INC
1610 WESTCHESTER DR
HIGH POINT NC 27262

CITY OF HIGH POINT
PO BOX 230
HIGH POINT NC 27261

CONDE, OSCAR ROBERTO
40 RANDALL AVE APT 223
FREEPORT NY 11520

CRAVER, JIMMIE D ; CRAVER, DORIS I ; CRAVER,
KEITH DOUGLAS
1400 CHESTNUT DR
HIGH POINT NC 27262

DORSETT, SHEILA K
1644 WESTCHESTER DR
HIGH POINT NC 27262

FLOYD, JOE DON BROWN
1500 WESTCHESTER DR
HIGH POINT NC 27262

GILMORE, CAROL ; GILMORE, LEE
1411 CHESTNUT DR #B
HIGH POINT NC 27262

GORDON, TRENT NATHANIEL
1640 WESTCHESTER DR
HIGH POINT NC 27262

HALL, DOUGLAS A
784 BALL RD
THOMASVILLE NC 27360

HUBBARD, KATHY L
1307 KENSINGTON DR
HIGH POINT NC 27262

JACKSON RICK HARRIS C HARRIS JACKSON
FAMILY TRUST
6967 COLONIAL CLUB DR
THOMASVILLE NC 27360

MCCLINTOCK, BETTY L
1411-C CHESTNUT DR
HIGH POINT NC 27262

MOWERY, SHIRLEY M
1409 CHESTNUT DR UNIT D
HIGH POINT NC 27262

RAULSTON, KEITH E ; RAULSTON, RESA D
1103 FERNDAL DR
THOMASVILLE NC 27360

SAUNDERS, VICKIE LYNN
1409 CHESTNUT DR UNIT A
HIGH POINT NC 27262

SILMAN, RUTH B
1411A CHESTNUT DR
HIGH POINT NC 27262

VICTORY LANE CAR WASH INC
3535 OLD PFAFFTOWN RD
WINSTON-SALEM NC 27106

WESLEY MEMORIAL UNITED METHODIST CHURCH
1225 CHESTNUT DR
HIGH POINT NC 27262

WIGAL, ROBERT T
1408 CHESTNUT DR
HIGH POINT NC 27262

WILLIAMS, JIMMY F
1409 B CHESTNUT DR
HIGH POINT NC 27262

YOUNTS, JULIE ANN
1406 CHESTNUT DR
HIGH POINT NC 27262

EXHIBIT C



City of High Point Conditional Zoning District Zoning Citizen Information Meetings

Anyone planning to file a zoning application for a Conditional Zoning district from the City of High Point is required to hold a citizen information meeting prior to filing the application. This requirement applies only to an application for a conditional zoning district or an application to amend a previously approved conditional zoning district. Conditional zoning is a type of zoning where property owners can impose specific conditions or restrictions on the development and use of their property, and where the conditions are enforceable by the City regardless of the property's future ownership.

The City of High Point finds that quality development is better achieved through an informed and cooperative process than an adversarial one. The purpose of the citizen information meeting is to allow the person planning to file an application, otherwise known as the applicant, the opportunity to inform citizens about the development proposal and to provide citizens the opportunity to ask questions and find out more about the proposal prior to any official public hearings.

The applicant's development proposal is officially presented to the Planning & Zoning Commission and City Council at their respective public hearings. At the public hearings, the Commission and Council hear comments and concerns from citizens regarding the proposal prior to making decisions. The public hearings are not the preferred setting for citizens to learn about a development proposal for the first time. It is difficult to gain understanding of a proposal and offer well thought out comments during the relatively short time of a public hearing. The citizen information meeting is important in that it can provide basic information and allow communication with the applicant before the public hearings, so that citizens may informatively develop their comments and any concerns, and later present them at the public hearings for consideration.

Applicants may vary the form and number of citizen information meetings they conduct; however, they are required to contact or otherwise notify owners of property located within 300 feet of the proposed zoning site. Whatever form the meeting takes, those citizens participating are provided with this written statement from the City of High Point, which describes the purpose of the citizen information meeting, the application process and where additional information may be obtained from the City. In addition, the applicant must provide a written description of the development proposal and any other available information that would help citizens to better understand it. After the zoning application is filed with the City's Planning & Development Department, the

Administration
336.883.3328

Planning Services
336.883.3328

Development Services
336.883.3328

Inspection Services
336.883.3151

City of High Point, P.O. 230, 211 South Hamilton Street, High Point, NC 27261 USA
Fax: 336.883.3056 www.highpointnc.gov/plan Permit Fax: 336.883.8518 TDD 336.883.8517

applicant submits to the City a written report of the citizen information meeting(s). At a minimum, this report records the property owners notified; date, time and location of the meeting(s); the written description of the development proposal; and any comments, ideas or suggestions from citizens that were incorporated into the development proposal.

Before the public hearings are held, the City's Planning & Development Department mails notices to all owners of property located within 300-feet of the zoning site. This notice provides information on the conditional zoning district request; the time, date and place of the Planning & Zoning Commission public hearing; and contact information. A second notice is mailed prior to the City Council's public hearing with similar information. Also, signs are placed on the zoning site giving notice of the request and the City's public hearings.

After hearing public comments and considering the development proposal, the Planning & Zoning Commission makes a recommendation to the City Council who, after holding their public hearing, decides what action should be taken on the proposal. Changes to the applicant's proposal can occur during this process in order to insure consistency with City policy and development regulations, and to minimize expected impacts that can be generated by the development or use of the zoning site.

No condition can be included in a conditional zoning district that specifies ownership status, race, religion or characteristics of the development's occupants, the minimum size of a dwelling, the minimum value of buildings or improvements, or ones that otherwise excludes specific races, religions or classes of people.

Citizens are strongly encouraged to contact the City's Planning & Development Department and visit the department's website for additional information on the City's zoning process, and for information about specific development proposals.

Contact:

Planning & Development Department 336-883-3328
www.highpointnc.gov/plan/
www.buildhighpoint.com

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 May 23, 2017 and before the City Council of the City of High Point on June 19, 2017 regarding **Zoning Map Amendment Case 17-07 (ZA-17-07)** 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 May 14, 2017, for the Planning and Zoning Commission public hearing and on June 7, 2017 and June 14, 2017, 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 **June 19, 2017**.

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: **Central Business (CB) District**. The property is approximately 0.79 acres and lying along the east side of S. Hamilton Street, approximately 60 feet north of E. Russell Avenue (317 S. Hamilton Street). The property is also known as Guilford County Tax Parcel 0169235.

SECTION 2

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.

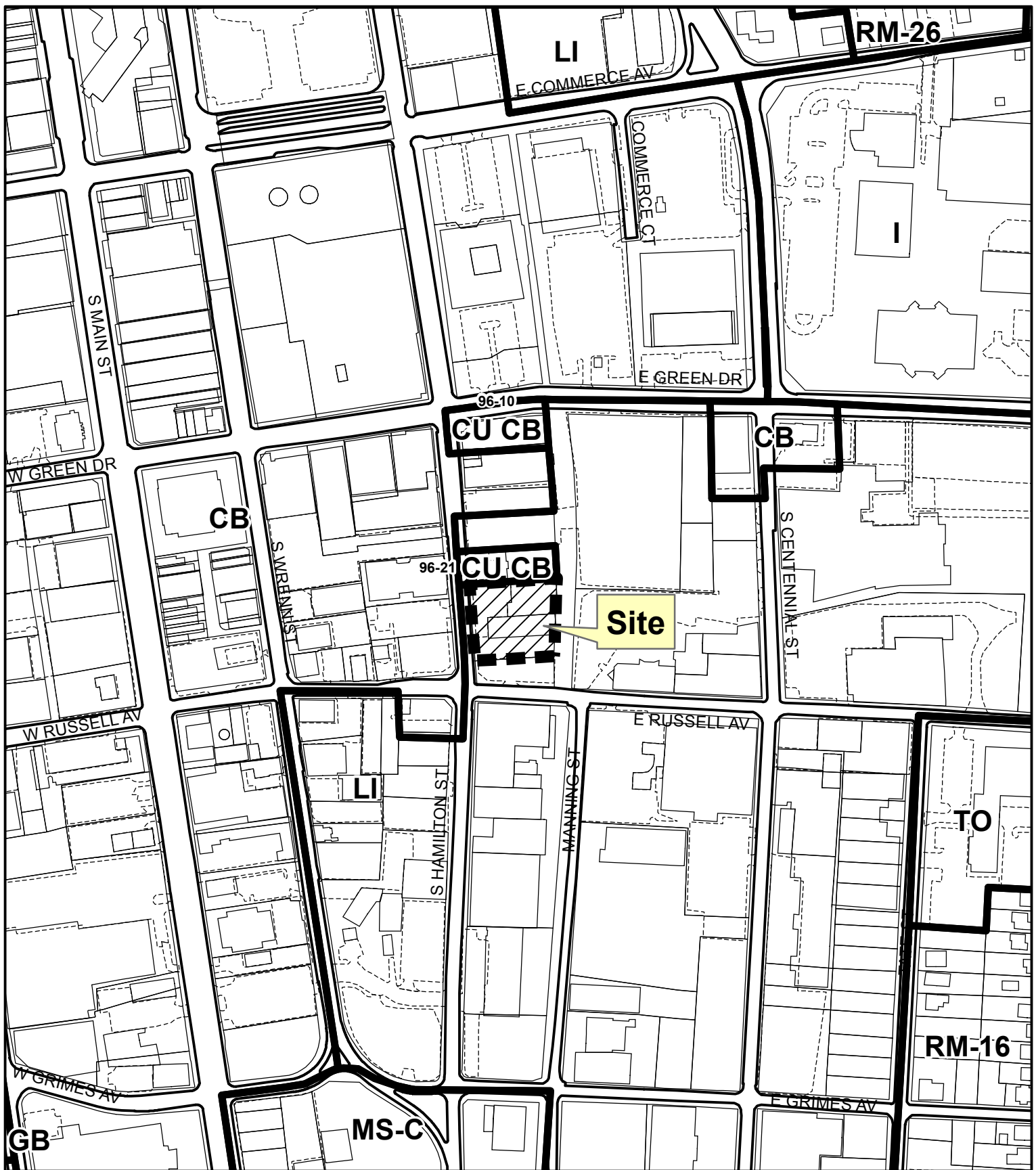
SECTION 3

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

SECTION 4.

This ordinance shall become effective upon the date of adoption.
19th day of June, 2017.

Lisa B. Vierling, City Clerk



ZONING MAP AMENDMENT ZA-17-07

From: Light Industrial
To: Central Business

Existing Zoning Boundary —————
Subject Property Boundary - - - - -

**Planning & Development
 Department**

City of High Point

Date: May 23, 2017



Scale: 1"=300'
 G:/Planning/Secure/ba-pz/
 2017/pz/za17-07.mxd

CITY OF HIGH POINT

AGENDA ITEM



Title: Contract Renewal - The Ferguson Group

From: Greg Demko, City Manager

Meeting Date: June 19, 2017

Public Hearing: N/A

Advertising Date: N/A

Advertised By:

Attachments: Proposed Contract

PURPOSE:

Approval of contract renewal with The Ferguson Group (TFG) as the City's Washington Lobbyist.

BACKGROUND:

The Ferguson Group has served as the Washington Representative to the City of High Point for the past thirteen years focusing on securing federal funds for the City's projects.

BUDGET IMPACT:

Funding is appropriated in the 2017 – 2018 Annual Budget

RECOMMENDATION / ACTION REQUESTED:

Council is requested to authorize the appropriate city official to execute contract with The Ferguson Group for the period of July 1, 2017 – June 30, 2018.

AGREEMENT
CITY OF HIGH POINT, NORTH CAROLINA
AND THE FERGUSON GROUP, L.L.C., WASHINGTON, DC

Pursuant to this Agreement, the City of High Point, NC (hereinafter referred to as "the client") and The Ferguson Group, L.L.C., (TFG) agree to assume the following obligations:

1. OBLIGATIONS OF TFG

TFG will:

- A. act as the Washington Representative to the client in Washington, D.C.;
- B. represent the client regarding legislative and regulatory matters impacting the client specifically;
- C. confer with the client and its designees at the times and places mutually agreed to by the client and TFG. This will be done on all organizational planning and program activity related to the Federal Agenda and that which has a bearing on the ability of the client to make the best use of federal program resources;
- D. coordinate with the client and its designees to develop a comprehensive strategic plan for legislative and regulatory priorities;
- E. review federal legislation under consideration, federal executive proposals, proposed administrative rules and regulations and other federal developments for the purpose of advising the client of those items that may have a bearing on the client's policies or programs;
- F. notify the client of opportunities for federal funding and relay information necessary for securing those funds;
- G. secure and furnish such detailed information as may be available on federal issues in which the client indicates an interest;
- H. review and comment on proposals of the client, which are being prepared for submission to federal agencies, when requested to do so by the client;
- I. assist the client in drafting legislation and congressional testimony;
- J. identify, develop, and cultivate on-going relationships with key congressional officials and staff members;
- K. assist the congressional delegation in any matter that is in the best interest of the client and in the same manner as any other member of the client's staff might render assistance;

- L. counsel with the client and prepare briefing materials and/or conduct briefings for the client's representatives who are preparing to meet with Members of Congress, testify before congressional committees and administrative agencies, and conduct other client business, or attend national conferences;
- M. review and assist in developing the client's Federal Agenda;
- N. consult the client's elected officials and government affairs team on federal legislative affairs;
- O. alert the client to relevant federal and foundation competitive grant opportunities;
- P. cultivate relationships with federal agencies, garner congressional support, and provide every other level of support needed to improve the client's ability to obtain competitive grants;
- Q. assist with drafting legislation;
- R. arrange appointments (and accommodations when requested) for the client's officials to facilitate the efficient and effective performance of the client's business while in Washington, D.C.;
- S. submit periodic reports providing the latest information on issues of interest to the client; and
- T. provide an annual report giving an overview of TFG's work over the past year and a forecast of issues to be faced in the upcoming year.

2. OBLIGATIONS OF THE CLIENT

The client will:

- A. pay TFG \$6,666 per month one month in advance for professional services, or \$80,000 annually;
- B. reimburse TFG for expenses, not to exceed \$5,000 annually, as described in paragraph 2, subparagraphs F, G and H, payable within thirty (30) days of submission of invoice and acceptance by the client;
- C. advise TFG of the name or names of persons authorized to request service by TFG and the person or persons to be kept advised by TFG;
- D. supply TFG with a summary of all federal issues in which the client has interests and advise TFG of any new developments, together with the pertinent details as to the substance of such developments;
- E. supply TFG with copies of budgets, planning documents, and regular reports of the client's agenda and proceedings, newspapers and other materials to assist TFG in keeping current on

the client's policies and programs;

F. reimburse TFG for: (1) all travel expenses incurred pursuant to paragraph 1, subparagraph B; (2) all travel and incidental expenses for attendance at meetings by TFG outside Washington, D.C. or North Carolina at the request of/approval of the client; (3) all incidental Washington expenses incurred in the course of conducting the client's business;

G. reimburse TFG for all long distance telephone expenses; and

H. reimburse TFG for the costs of document production.

3. THE CLIENT AND TFG CONCUR THAT THE FOLLOWING EXCLUSIONS SHALL APPLY TO THIS AGREEMENT.

TFG will not:

A. represent the client before formal congressional committee hearings or in any judicial or quasi-judicial hearing conducted by boards or examiners of federal agencies or commissions;

B. perform any legal, engineering, accounting or other similar professional services; and

4. EITHER PARTY MAY TERMINATE THIS AGREEMENT AT ANY TIME BY GIVING THE OTHER AT LEAST THIRTY (30) DAYS' NOTICE IN WRITING OF SUCH TERMINATION.

5. TERM OF AGREEMENT:

This agreement is for the period beginning on July 1, 2017 and ending on June 30, 2018. Contractual time may be extended upon written mutual consent of the parties.

IN WITNESS WHEREOF, the parties hereto, or their duly authorized agents or officers, have executed this Agreement effective as of the day and year first above written.

THE FERGUSON GROUP, L.L.C.

CITY OF HIGH POINT, NC

By: W. Roger Gwinn
W. Roger Gwinn, CEO

By: _____
Bill Bencini, Mayor

Date: June 7, 2017

Date:

**COMMUNITY HOUSING, NEIGHBORHOOD DEVELOPMENT and
PUBLIC SAFETY COMMITTEE**

Committee Members: Golden, Ewing, Alexander and Williams

Chaired by Council Member Golden

JUNE 6, 2017 – 10:00 A.M.

3RD FLOOR LOBBY CONFERENCE ROOM

MINUTES

Present:

Chairman Jeff Golden and Committee Members Latimer Alexander, Chris Williams and Jason Ewing

Also Present:

Council Member Cynthia Davis (joined meeting at 10:14 a.m.)

Staff Present:

Randy McCaslin, Deputy City Manager; Randy Hemann, Assistant City Manager; Mike McNair, Director of Community Development; Eric Olmedo, Budget & Administrative Director; JoAnne Carlyle, City Attorney; Thanena Wilson, CD Administrator; Lori Loosemore, Supervisor- Code Enforcement; Michelle McNair, Community Resource Manager; Lee Burnette, Planning & Development Director; Maria Smith, Deputy City Clerk and Lisa Vierling, City Clerk

Others Present:

Judy Stalder and Craig Stone, Wynnefield Properties

News Media:

Pat Kimbrough, High Point Enterprise

Note: The following hand-outs were distributed during the meeting and will be attached as a permanent part of these proceedings:

- 4.3.4 – Commercial Uses (Excerpt from Development Ordinance)
- Data Sheet of Individual Sites and Locations of Compliance
- Map and listing of High Point, NC Census Tract Poverty Rate

Chairman Golden called the meeting to order at 10:04 a.m.

Discussion - Salvage Yards/Auto Repair Businesses

Lee Burnette, Planning and Development Director, identified specific properties with inoperable vehicles with a state of disrepair and with Council expressing their concerns they had staff look into it. Mr. Burnette then reviewed the regulations in the Development Ordinance for Section 4.3.4 – Commercial Uses G-Vehicle Establishments (a) General (b) Major (c) Minor. He advised that they are not complying with many of the standards. Ms. Loosemore, Local Codes Enforcement Supervisor, informed the Committee that staff is currently working on one active case regarding tires located at 1724 West Martin Luther King Drive. She reported that this could cause some financial burdens on the business. She also advised that there were a couple of additional self-identified ones that are not on the list, but notice of violations have been issued.

She further stated that the issues of the tires would be enforced through the public nuisance ordinance and all other cases would be handled under the zoning regulations as far as notice of violations.

Mr. Burnette reviewed the data sheet listing the individual sites and locations to see if they were in compliance or not with the City standards. With the new development ordinance, he mentioned how there was a provision that was changed based on vehicle storage. Based on the number of vehicles in a commercial zone, he noted that the number of vehicles stored could be up to 20 and in an industrial zone could be up to 100. Deputy City Manager Randy McCaslin identified the one location, Rosecrest, where it posed to be a problem site which caused an enforcement problem for staff with the old ordinance.

Mr. Burnette referred to the new ordinance as one cannot be within the salvage operation or storage area for the vehicle parts. Mr. McCaslin mentioned that situations such as this place a burden on our inspectors. Mr. Burnette explained that all vehicles with any kind of repair need to be either in the building and any storage or parts also need to be inside the building. He mentioned that if they are in a commercial zone they would be limited to 25% of the area of the lot and would have to remain behind the front building line. As he stated, it would have to be behind the imaginary line and behind an opaque fence in lot at least 6 feet in height.

Committee Member Ewing mentioned a business located on Eastchester Drive that frequently stacks tires. Mr. Burnette pointed out that the business is in a business district and is allowed to display the tires on their property, but they are also required to take the tires in every night.

Chairman Golden questioned the difference between the public nuisance side and the amount of time to receive the compliance versus a zoning violation. As staff responds to the public nuisance, Ms. Loosemore pointed out they give 14 days and if they do not comply, staff can go on the property to remove the tires and charge them for it. She stated how the zoning would be a civil penalty if they are not within compliance starting at \$50, \$100, \$200, \$400 and then would elevate to \$400. Mr. McCaslin advised they would then have 30 days to get into compliance.

Some areas needing staff's attention were reported as follows:

- Bowers Avenue
- Cox Brothers Auto Salvage
- Westchester Drive near Cornerstone near Ward Street to Main Street South of the Randolph County line
- 2509 Westchester Drive
- 2511 Westchester Drive
- Prospect Street moving toward the Randolph County line
- Westchester Drive near Lexington and Shore Dry Cleaners
- Red Dot Grocery, 1200 West Green
- Fairview across from the Elementary school

Committee Member Ewing was concerned with a property located on Bowers Avenue near Scientific Street where it has a huge junk car lot to the left of the property. From a zoning standpoint, he was concerned because it was surrounded on all four sides by residential. From

previous inspections, Ms. Loosmore stated she was familiar with the area Committee Member Ewing is referring to because of it being a non-conforming use. Staff explained that since it is of non-conforming use so it can be continued until it goes away or City Council can address specific standards for specific uses and come up with an amortization schedule.

Committee Member Ewing mentioned looking at the satellite images from a year or two ago and noticed there were no cars in the lot across the street at that time. Ms. Loosemore advised that staff would check into this. Mr. McCaslin mentioned it could be an expansion of a non-conforming use.

Mr. Burnette advised there is currently a legislative bill pending in the General Assembly, but the efforts are to reduce the City's ability to go back years' prior for zoning violations. He noted if this legislation passes the City would be required to discover the violation within three years or would not have the right to cite the violation after that time.

Committee Member Alexander raised concerns over the excess amount of used junk car lots in the vicinity between north Westchester Drive also near Cornerstone near Ward Street to Main Street and South of the Randolph County line. He pointed out how extreme where one person could find over 75 places to purchase (*pieces*) of automobiles that would be considered a used car. He stressed how in that kind of neighborhood it is needed to purchase used cars, especially a second car under \$5,000. He also added that from an aesthetic viewpoint, any retail business owner would think twice before moving into an area like this. He also pointed out from Burton to English (which would be less than ½ a mile away) there is another place to buy junk cars.

Council Member C. Davis brought up another point and stated if she wanted to sell her vehicle and did not have enough space in her yard (with it being too small) would she be able to park her vehicle in her neighbor's yard. She gave this as an example as Burton and Westchester with the Auto Detail shop with the parcel.

Committee Member Alexander reported on areas of concern where there are junk yards located on major corridors as people enter High Point and mentioned there is a junk yard with tandem dump trucks that have been buried there for years. Mr. McCaslin stressed the need for inspectors to have a concentrated review of the area that Committee Member Alexander is referring to. Committee Member Alexander also referred to Prospect Street to Ward moving towards the Randolph County line as there is a fenced in lot with high grass at least three feet high and approximately 50-60 wrecked pieces of cars, a house that was burned with yellow tape around it. He then recognized the following companies near that area:

- ✓ Carolina Container
- ✓ Leggett & Platt
- ✓ Future Foam
- ✓ Thomas Built Buses

He stressed how there are probably over 4,000 head of household jobs within one mile of Ward and Prospect and how "nasty" within that stretch it can get. He also expressed when High Point has visitors come in from around the world, it is so embarrassing.

Committee Member Alexander was concerned with excess time spent on the burnt house near Westchester Drive and Lexington and questioned why it has not been torn down yet. Ms. Loosemore assured Committee Member Alexander that staff is aware of the situation and is working diligently on that case; however, since the property owner is deceased it has required additional steps such as advertisement in the newspaper to try to reach out to the heirs.

Council Member C. Davis stated that she had mentioned to both Mr. McCaslin and Mr. Hemann, Assistant City Manager, the overgrown lots and properties behind Red Dot Grocery at 1200 West Green where there is a parking place for cars that is fenced in a residential neighborhood. She also reported on parking lots near there that are also overgrown. Ms. Loosemore responded to Council Member C. Davis' concerns on the overgrown parking lots and stated that unfortunately they are legal, so nothing can be done. With that being said, Ms. Loosemore did mention that zoning does require more research and will have the inspectors see if they are in compliance.

Council Member C. Davis also brought to Ms. Loosemore's attention, a house on Fairview across from the elementary school where Southside would be having a reunion on the 24th and 25th.

At this time, Chairman Golden advised that the discussion was getting away from the agenda matter at hand and asked them to get back on track.

Mr. Hemann suggested to bring back State Code Enforcement for assistance to help with all these cases that our inspectors are not able to handle. Chairman Golden recommended to allow the six inspectors that are currently in place to get farther along on these cases before bringing in State Code Enforcement to assist. Mr. McNair pointed out the City does not have unlimited resources and it becomes a matter of priority. Council Member C. Davis mentioned the rats that have been spotted because of the condition of some of these properties and she stated she would entertain bringing back State Code Enforcement to assist with the cases.

Committee Member Alexander pointed out one of the focal points was to raise property values within the City and everything from the substandard housing to code violations has an effect on that and it would prohibit investment on others. While he expressed appreciation, and respects the jobs the inspectors are doing, he felt there are some neighborhoods that need more attention. Ms. Loosemore pointed out that only one out of the six inspectors that were recently hired had minimum housing experience and mentioned that it takes time to teach all of them about the ordinances, findings, citing, violations, and etc... She asked for Council's understanding during this transitional period.

Council Member C. Davis commented that if the City could find funds to do a project the size of the stadium and give ourselves an internal loan to do so, she believed the City could find enough money to do an internal loan to handle the blight problem. She pointed out if that means we having to bring people in from the State Code Enforcement to help resolve some of those things, then in her opinion that is what the City is supposed to be doing. She noted it is a safety issue, health issue, economic issue and a whole gamut of things.

Discussion – Parking in yards

Council Member C. Davis stated this continues to be a problem and noted although signs are posted, citations are not being issued. She pointed out Evergreen being the most noticeable and other side streets that are not curb and gutter where parking is not allowed.

Mr. McCaslin reported on the status on parking in the yard from the last meeting and what staff could and cannot do. He asked for clarification from Ms. Loosemore if a car was parked in a yard how staff would handle it. Ms. Loosemore explained once staff receives the complaint, they would assess if the vehicle is parked on an unimproved surface (grass or front yard). After that, they would issue the occupant of the home a notice of violation of 15 days. Staff would then go back out to see if the vehicle is still there and issue them a penalty. If the vehicle is not there then the case would be closed out. She stated that the first letter issued to the same occupant would be good for two years after the first violation. As of January 1st for the same occupant it would be \$50, \$100, etc... Mr. McCaslin verified if they refuse to move the vehicle, it would be a progressive penalty and it could not be towed since it was on private property and in the front yard. He then wanted to clarify if it was in the backyard, but visible from the front, it would still not be a violation. He then noted if it is a junked vehicle (not drivable), it could be towed.

Council Member C. Davis pointed out others on Cliffside, Hamilton (depending on the time of day) and Lexington, as she explained many are parking their vehicles partly on their lawn and then on the curb and still parked on the street along Hamilton. As an example, on Evergreen for 20 plus years Council Member C. Davis has been complaining about the parking in the yards. She further explained, the house across the street from hers is now parking where they had no yard, and they are parking their vehicle there because it looks like part of their driveway. She heard from a previous neighbor that they were told to lay gravel down so they would be able to park their vehicles there. She was told that staff made that recommendation. Her question was should staff be making recommendations as such and encouraging residents to put gravel down in their front yards. Ms. Loosemore explained oftentimes when the inspectors cite violations, they are asked how they can bring their property into compliance and staff has to tell them because the goal is to get the property into compliance.

Chairman Golden wanted to know how long ago that was passed. Committee Member Alexander noted it was about six years ago. He also stated when he was on Council back then there were many who complained about residents parking in the front yard as it was complaint driven. Mr. McCaslin advised that the inspectors need to see the violation.

Update on Kirkwood Crossing and Hartley Drive Tax Credit Housing & Discussion on Tax credit Housing Criteria and Other Options for Affordable Housing in the Core City

Mike McNair, Director of Community Development, introduced Craig Stone, Wynnefield Properties. Mr. Stone reported on the status of the Kirkwood Apartments and indicated that they are approximately three months from opening and have not started any of their rental activities due to timing of documents. He mentioned there are 84 units, with 585 names on the list for the 84 units. He expects the list to grow between 1,300 – 2,000 names for the 84 units. He stressed that this proves the overwhelming need for affordable housing.

He also advised that they are working on finalizing the specifications for the Hartley Ridge development and anticipate starting construction within the next 60-90 days. He also confirmed those 84 units would be the first to incorporate one bedroom units, two bedroom and three bedroom units at approximately 900 – 1,200 square foot where he feels confident that they would be well received by the community. Committee Member Alexander expressed that he has heard some positive comments and feedback from neighbors surrounding the Kirkwood Crossing property and even though they were less than excited at first about the development, they were now really excited about the way they look. Mr. Stone pointed out they hope to be a steward for that local community and will continue working together in a partnership.

Committee Member Ewing wanted to know how many of those applicants on the list would actually qualify. Mr. Stone explained they generally like to stop taking applications after they receive 200 because of the associated application fees that they have to charge that would apply. He estimates that approximately 200-400 of those on the waiting list would not qualify.

Committee Member Alexander asked about the turnover rate and Mr. Stone replied initially the turnover would be 10-15%, then after that things stabilize and they generally maintain a high 90% occupancy rate. He explained they do work with long-term residents to help them buy in the single-family home market. He reiterated that they would maintain occupancy and will have an extremely robust waiting list.

Mr. Stone referred to the section 42 Tax Credit law, and as he noted they work with North Carolina Housing Finance Agency. He advised that the process is getting more and more competitive due to tax reform, etc... Generally, they receive about 150-200 applications for projects each year with only 40 awards last year and they anticipate only about 25 awards this year in all of North Carolina. He advised there are some potential changes in Washington that may affect investor markets and noted pricing at \$1.00-\$1.05 last year, while this year it is \$.80-\$.85, which is a radical market change. He reiterated how the applications are highly competitive within the QAP process.

He briefly reviewed the QAP process, scoring criteria (site, site selection, financial structuring, site evaluation, topography, location, access to amenities, rent levels, construction points for materials, architectural design, etc....) and noted each year these criteria change.

He reviewed the round process as follows:

- Preliminary round
- Final application round
- Award is made in August

Mr. Stone advised that one of the significant things for our community is going through the process and if there are 150-200 applications each year with an unknown competition looking at the sites and numbers involved, generally Guilford County gets 1-2 awards each year, although that is not an assurance. He noted how Guilford County generally competes in the Metro zone. He explained in the case of tied applications, they move to tie-breaking criteria which makes it even more competitive. Some of the factors considered in the tie-breaking criteria are Census tract locations, poverty rates, poverty index, etc.....

Committee Member Alexander asked as a city, how things like public transportation could be a consideration because the families in these housing units are at certain economic levels and they need public transportation. Mr. Stone reiterated the process is very difficult and challenging. He advised that the proximity to public transportation unfortunately is not a requirement. He went on to say that they work to produce the most competitive application in the process and although they would love to have their developments near a bus stop, it is not a minimum requirement in the rules. Mr. McNair pointed out many of the people that live in these developments have their own transportation.

Chairman Golden wanted to know if we have made the efforts to consider any other funding sources that do not have such high standards. Mr. Stone expressed he would be advocating for affordable housing and presently working to look at other sources to expand the need. He agreed that staff has certainly worked diligently to leverage available dollars in an effort to magnify the available dollars. He assured the Committee that they are looking at other sources that would allow them to expand the reach and move into other areas of the city. Committee Member Alexander asked if there are any local communities that are going to the general obligation bond market for housing dollars. Mr. McCaslin responded that Charlotte has successfully done this, but with a public-private venture.

Chairman Golden asked Mr. Stone if he stores any data on the applicants in the various zip codes. Mr. Stone replied they do, but they do not maintain or publish this information due to the sensitivity of it.

Chairman Golden stressed not wanting to do more harm than good and not creating more blight in the areas that the city is currently tackling. Committee Member Ewing did not agree and believed it to be the opposite and noted you could have a fully populated area, but no disposable income.

Committee Member Alexander felt there is opportunity. Mr. McNair felt it was important that the Committee not lose sight of the fact that most housing activities would be in those areas of need and de-concentration is needed to make the economy work.

Chairman Golden reiterated the need for other funding sources because it could be used to build in areas such as the Core City that do not qualify. Mr. Stone reported that the CDBG and HUD funding is on the table to possibly be cut from the budget.

There being no further business to discuss, the meeting adjourned at 11:23 a.m. upon motion duly made and seconded.

Respectfully Submitted,

Maria A. Smith
Deputy City Clerk

Jeff Golden, Chairman

CITY OF HIGH POINT

AGENDA ITEM



Title: Approval of FY 2017-2018 Convention and Visitors Bureau Budget

From: Eric Olmedo, Budget Director

Meeting Date: June 19, 2017

Public Hearing: N/A

Advertising Date: N/A

Advertised By: N/A

Attachments: Convention and Visitors Bureau budget and annual contract

PURPOSE:

To approve the FY 2017-2018 Convention and Visitors Bureau budget and annual contract.

BACKGROUND:

The Convention and Visitors Bureau requests that the City Council approve its budget on an annual basis.

BUDGET IMPACT: n/a

RECOMMENDATION / ACTION REQUESTED:

The Budget Department recommends the Council to consider the FY 2017-2018 Convention and Visitors Bureau budget and annual contract.

May 1, 2017

Mr. Greg Demko
City Manager
City of High Point
P. O. Box 230
High Point, NC 27261

Dear Greg,

It is my pleasure to deliver to you, for the consideration of the Mayor, City Council, and yourself, the Contract from the Board of Directors of the High Point Convention & Visitors Bureau for 2017-2018.

I have enclosed the original copies of the Contract, Budget, and support information. If you require any additional information or would like more copies please let me know. We look forward to a follow up meeting with any questions that you may have.

Sincerely,



Timothy C. Mabe
CEO & President

Enclosures

AGREEMENT FOR THE CONVENTION & VISITORS BUREAU
BETWEEN THE
CITY OF HIGH POINT
AND THE
HIGH POINT CONVENTION & VISITORS BUREAU, INC.
FY 2017 - 2018

CONTENTS:

Contract Agreement FY 2017 - 2018
Overview & Program of Work FY 2017 - 2018
Proposed Budget and Explanation for FY 2017 – 2018
Occupancy Tax Receipts for FY 2016 - 2017
Financial Statement for March FY 2016 - 2017
Arts & Tourism Grants Program Awards FY 2016 -2017
Event Booking Incentives for FY 2016 - 2017
Board of Directors
Organizational Chart
Chart of Staff Organizational Involvement

OVERVIEW & PROGRAM OF WORK FY 2017 - 2018

1. NEW BUDGET

The Proposed Budget for the High Point Convention & Visitors Bureau (HPCVB) is for FY 17-18. The projected HMT revenues is \$1,767,268, which reflects an increase of 4% from projected actual receipts to end the current fiscal year FY 16-17 at an estimated \$1,700,763. The approved budget for FY 16-17 was \$1,682,239 where the proposed FY 17-18 budget is 5% over the approved from FY 16-17. Remaining conservative, the new budget reflects \$1,767,268 tax receipts plus \$800 interest, and \$92,500 EBI rollover totaling \$1,860,568. In addition, sponsorship revenues earmarked for marketing the new visitor center is \$75,000. The amount of sponsorship revenue that is earmarked to build up the reserves is \$75,000. The Regional Preferred Member Revenue for Marketing is projected at \$4,000. Part of the sponsorship revenue will be ear-marked for the foundation projects of the 501 c 3 which was just established in January. There is also a building credit from the High Point Chamber to satisfy their loan to build-out of the board room totaling \$12,000 for the year. A copy of the March Financial Statement for FY 16-17 is attached.

The 15% room tax revenue allocated for the Arts & Tourism Grants Program is restricted at \$265,090. The Marketing Budget is \$1,124,432. This includes Convention Promotions, Tourism Promotions, as well as the Grants Program, which is a significant arm of the tourism effort for the City. The Event Booking Incentive (EBI) Line Item is \$150,000, which includes the roll over from the previous year of \$92,500, and Market Authority Line Item is \$150,000.

2. PARTNERSHIPS

Arts & Tourism Grants Program:

The Arts & Tourism Grants Program's 15% will be awarded to a number of arts and tourism related projects during FY 17-18. This current year, FY 16-17, support was awarded to 24 worthy projects totaling \$252,336.

Funding for High Point Market Authority:

For FY 16-17, the HPCVB has allocated \$150,000 to the High Point Market Authority with the understanding that this will be a critical year for the Authority in its role of furthering the success of the High Point Market.

Events Booking Incentives:

A number of Event Booking Incentives were offered for conventions and events that were to occur in FY 16-17 and is projected to total \$51,705. The events booking program is more than incentives to book. It is expanded to include maintenance, retention, and support of groups. At the end of FY 16-17 \$92,500 will be rolled over into FY 17-18 EBI

line item. These incentives continue to be successful tools in moving convention/event proposals from lead status to definite bookings.

3. ORGANIZATION

The Board of Directors consists of eleven Board Members, twelve Ex-officio positions (including the Bureau CEO and the *Chairman Emeritus*) and two staff members. The Organizational Chart presents an overview of the High Point Convention & Visitors Bureau, the Board and Staff. The Bureau Staff currently consists of eight full time employees. In addition, Registrars and Visitor Information Specialists are employed on an 'as needed basis'. The Bureau staff holds memberships and board positions on a number of industry related organizations.

4. SUMMARY

The Bureau has always recognized its role to fill the City between the High Point Markets, thereby keeping a year-round healthy hospitality environment. The Bureau's main focus continues to be *strong solicitation and service to overnight visitors, conventions, special events and trade shows; providing these visitors with outstanding services and insuring a most enjoyable experience for all.*

<u>No.</u>	<u>ITEM</u>	<u>FY 16-17</u> <u>Approved</u>	<u>FY 17-18</u> <u>Proposed</u>
<u>INCOME</u>			5% over last year, 4% over projected Year End
<u>OCCUPANCY TAX COLLECTION</u>			
4101.0	Transient Occupancy Tax	1,682,239	1,767,268
<u>OTHER INCOME</u>			
4102.0	Interest Income	800	800
4105.0	Reserve EBI Carry Over	102,250	92,500
4106.1	Sponsorship Revenue Earmarked for Visitor Center Marketing	100,000	75,000
4106.2	Sponsorship Revenue Earmarked for Reserves	100,000	75,000
4107.0	Regional Preferred Member Revenue for Marketing	10,000	4,000
4108.0	HPCVB Foundation - Earmarked for Foundation Projects	0	50,000
4108.1	Board Approved spending for additional postage for retirement mailings	20,000	0
4109.0	Building Rental Credit Earmarked for Reserves	12,000	12,000
TOTAL BUDGET		2,027,289	2,076,568
<u>GRANT PROGRAM (15% of occupancy tax)</u>			
	Arts & Tourism Grants	252,336	265,090
INCOME (-15% grants)=Oper. Budget		1,774,953	1,811,478
<u>EXPENSES</u>			
<u>ADMINISTRATIVE EXPENSES</u>			
5201.0	Salaries (7 full-time staff positions and if we hire sales manager)	439,400	439,400
5202.0	Retirement	24,000	24,000
5203.0	Life/Hosp/Dent. Ins.	77,000	77,000
5204.0	Soc. Security	39,000	39,000
5205.0	Unemployment Ins.	1,500	1,500
ADMINISTRATIVE EXPENSES TOTAL		580,900	580,900
<u>OPERATING EXPENSES</u>			
5301.0	Memberships/Subscriptions	7,500	6,750
5302.0	Travel/Entertainment	25,000	25,000
5303.0	General & Administrative Operations	109,500	109,500
5304.0	Postage/General	2,000	3,000
5305.0	Business High Point Inc. & Vision Investor	0	20,000
5306.0	Telephone	11,000	11,000
5307.0	Rent/Utilities	77,045	78,886
5308.0	Comm/Board Expenses	14,450	14,450
5309.0	Equipment	16,000	15,650
OPERATING EXPENSES TOTAL		262,495	284,236

<u>No.</u>	<u>ITEM</u>	<u>FY 16-17</u> <u>Approved</u>	<u>FY 17-18</u> <u>Proposed</u>
5401.0	Convention Advertising	19,950	19,950
5402.0	Convention Services	318,000	332,880
5402.1	Convention Services, Registrars, etc.	10,500	10,880
5402.5	Event Booking Incentives (includes \$92,500 roll over)	150,000	150,000
5402.7	HP Market Authority	150,000	150,000
5402.8	Preferred Member Program	5,500	4,000
5402.9	Special Services/Assessments	2,000	18,000
5403.0	Entertainment	1,000	1,000
5404.0	Literature/Printing	13,200	13,200
5405.0	Memberships - Convention	8,260	8,795
5406.0	Postage - Convention	100	1,000
5407.0	Conv. - Special Promotional Projects	90,000	92,000
5408.0	Subscription/Publications	250	250
5409.0	Travel - Convention	15,700	15,700
5410.0	Trade Shows - Convention	3,000	7,300
5411.0	Sponsorship Program	35,000	35,000
5412.0	Audiovisuals	10,000	0
5413.0	Intern(s)	0	0
CONVENTION PROMOTIONS EXPENSES TOTAL		514,460	527,075
TOURISM PROMOTION EXPENSES			
5501.0	Advertising	45,050	85,130
5502.0	Audiovisuals	8,000	4,000
5503.0	Tourism - Literature/Printing	21,750	15,350
5504.0	Memberships/Subscriptions - Tourism	600	900
5505.0	Postage - Tourism	19,851	10,000
5506.0	Special Projects	40,100	39,050
5507.0	Travel/Entertainment	5,000	1,800
5508.0	Travel Shows	4,000	5,600
5509.0	Visitor Information Center	79,800	52,500
5510.0	NCTIA & Governor's Council	0	9,850
5512.0	Web	17,747	17,747
5513.0	Visitor Center Marketing	58,200	55,900
5514.0	Visitor Programming	5,000	34,440
TOURISM PROMOTION EXPENSES TOTAL		305,098	332,267
TOTAL EXPENSES BEFORE GRANT EXPENSES		1,662,953	1,724,478
GRANT EXPENSES			
5800.1	Arts & Tourism Grants Program	252,336	265,090
5800.2	Arts & Tourism Grants Program Carry Over		

No.	ITEM	FY 16-17	FY 17-18
		Approved	Proposed
TOTAL GRANT EXPENSES		252,336	265,090
TOTAL EXPENSES		1,915,289	1,989,568
Total Marketing Expense		1,071,894	1,124,432
Subtotal of Income over Expenses		112,000	87,000
Sponsorship Expenses Earmarked for Reserves		100,000	75,000
Building Rental Credit Earmarked for Reserves		12,000	12,000
Total Earmarked for Reserves (Year 4 Payback for Building/Move/Visitor Center Buildout)		112,000	87,000
Excess of Income over Expenses		0	0

FY 2017-2018 Budget Notes

Income

4101 - Occupancy Tax projections for FY-17/18 is \$1,767,268, which is 5% over the last year's approved budget occupancy of \$1,682,239. We are projecting to end the year at \$1,700,763 which is a conservative estimate. Our proposed budget reflecting a 4% increase over the projected year end estimate. This is an estimation based on receipts thus far and keeping the estimation conservative over last year's estimates for May and June 2017. We feel confident in this increase.

4105 – Reserve EBI Carry Over is \$92,500, which is what is currently remaining in the EBI line item 5402.5 that was budget at \$150,000

4106.1 – Sponsorship Revenue Earmarked for VIC Marketing is \$75,000, which is half of an estimated total revenue from sponsorships of \$150,000 cash receipts.

4106.2 – Sponsorship Revenue Earmarked for Reserves is \$75,000, which is half of an estimated total revenue from sponsorships of \$150,000. This is consistent with the 5-year pay back plan of the buildout of the Visitor Center and move from 2014.

4107.1 – Preferred Memberships include regional partners that we solicit outside of High Point. These members are promoted on website, Visitor Center, and app. Other revenue include realtor certification registration money. Also, the Sales and Marketing Dept. sells ads on the website and Visitor Guide where revenue would be in this line item.

4108 – Sponsorship goals will not decrease however, we see potential in more individuals who would like to participate where that revenue can be used as a tax write off for HPCVB Foundation projects

4109 – Building Rental Credit Earmarked for Accts Receivables Chamber Loan on Balance Sheet is \$12,000. The balance of the Chamber Foundation loan to build out the board room is \$36,886.

The subtotal is **\$2,076,568**. The restricted income is **\$265,090** for Arts & Tourism Grants. The Total Income is **\$1,811,478**

Administrative Expenses:

5201 – Salaries will remain the same

5202 – Retirement will remain the same

5203 - Insurance will remain the same

5204 – Social Security

5205 – Unemployment Insurance

The Total Administrative Expenses will remain the same budgeted as last year with no increase.

Operating Expenses:

5301 –Memberships include Guilford County Hotel Association, American Express Annual Fee, Guilford Merchants Association, American Chamber of Commerce Executives, Meeting Planners International (Tim), International Association of Venue Managers, NC Tourism Industry Association, Rotary Club of High Point, CAI (HR Membership), and Triad Women's Forum.

5302 – Admin Travel & Entertainment includes mileage reimbursement at the IRS rate of 0.54. and will remain the same as last year

5303 – General Administrative includes office supplies, maintenance, janitorial, general liability insurance, professional fees, staff training, community outreach events, Leadership High Point, Simpleview license renewal for 7 employees, renewal of the economic impact calculator, and computer maintenance. Will also need to purchase 2 new computers that are approaching end of life. This line item will remain the same as last year

5304 – General Postage is \$3,000

5305 – Last year we were invoiced by Business HP Inc. for FY 15-16 where we could pay it at the end of the year. It covered FY 16-17 therefore CVB did not need to budget for it. We asked to be invoiced at the start of our FY in July where we have it budgeted for our Vision Investor commitment for FY 17-18.

5306 – holds steady, working on year 4 of the 5 year phone lease plus regular service, fax, internet, toll free, and long distance. Will remain the same

5307 – Rent is \$12.75/sq.ft starting in Feb'17 and will increase to \$13/sq.ft in Feb '18

5308 – Committee Board Expense includes monthly lunch meetings, board retreats, receptions, board plaques, and board miscellaneous. This will remain the same as last year

5309 – Equipment includes postage machines, copiers, and misc. office equipment and furniture. Property taxes and leases for equipment.

Total Operating Expenses are at an **8% increase** from FY 16-17 budget, mainly due to the Business HP Commitment of \$20,000.

Convention Expenses:

5401 – Convention Advertising includes AENC, Sports Events Magazine, Business NC Magazine, NC Motor coach Association, American Bus Association, and Group Tour Magazine plus some funds for impromptu opportunities that are available throughout the year.

5402 – Convention Services – include incentive gifts for groups (will not need to re-order as items since we have a good inventory on stock), Servsafe program, 2 customer service seminars, Market Authority of \$150,000; Event Booking Incentives of \$150,000, and special services at \$18,000 (long-term goals for feasibility study or special circumstances that come up with groups that need help) Ex. would be the needs assessment of recreation facilities for tournament play.

5403 – Entertainment/Meals for site visits with clients. Stays the same

5404 – Convention Literature and Printing –Destination Guides and production, stationery, and stock paper for sales collateral

5405 – Convention Membership – National Association of Sports Commissions, Meeting Planners International, American Express Annual Fees, AENC, Rotary, NC Sports Association, PT Sports Clubs, Destination Marketing Association International, American Bus Association, and NC Motorcoach Association. There was some fee restructuring for NCSA, MPI and ABA which caused a slight increase.

5406 – Convention Postage increase for special direct mailings for targeted groups

5407 – Convention Special Promotions –Designer tours, Designer Access (Shop & Stay Packages), and Capture PR contract is also in this line item too. year.

5408 – Convention publications for sales leads

5409 – Sales travel, mileage reimbursement, meals on trips, hotel and flight for tradeshow at IRS standard rate of .54/mile

5410- Expo NC/SITE Tradeshow and AENC as well as impromptu opportunities. Our local sales teams at partnering hotels want to try AENC again which we have not attended in 3 years. We agreed to co-op a booth with them.

5411 – Sponsorship Retention stays the same

5412 – no videos this year

5413 – no pay interns

Total Convention Expenses are at **2% increase** over FY 16-17 budget.

Tourism Expense:

5501 – Tourism Advertising Includes Carolina Field Trips, Enhanced Listing Visit NC website, Official NC Travel Guide, Southern Living, Our State, Radisson and Hampton Inn guest guides, Video Globetrotter, Hi Toms Program, Herst Travel Group (Woman's Day, Country Living and Good Housekeeping Magazine) USA Today ESCAPE Magazine, and more co-ops with NC Dept. of Commerce such as samba tv, local northern markets in DC, Cleveland, Pittsburgh and Nashville as well as advertising for retirement and ideal living.

5502- Audio Visuals includes enhancements to our photo library

5503- Tourism Literature and Printing include production costs and printing of Map Pads, Stationery, Furniture Shopping Directories, Destination Guides, and Decals for Preferred Members and Showroom Decals. We do not need to print African American Heritage Guides this year.

5504- Tourism Memberships such as NC Rail Trails, NC Civil War Tourism, HP Museum Guild, HP Enterprise and News & Record Subscriptions

5505- Tourism Postage decreases because we now have a better projections of the expenditures for this year with the relocation and retirement mailings

5506- Tourism Special Projects include the VIP Tour (2), Annual Meeting & Media Appreciation Luncheon, Arm Chair FAM, Welcome receptions for group tours on motorcoach, Piedmont Triad Destination Marketing Group co-op opportunities, facebook ads and contests, and annual report.

5507- for mileage and travel for tourism programs. We cancelled a trip to Toronto to explore Design Center opportunities

5508-Travel Shows include Travel South, ABA Tradeshow plus two new consumer tradeshow

5509- Visitor Information Center Expenses included part-time employees working weekend and some weekday as needed, refreshments, and Visitor Center build-out capital expenditures, graphics and videos (less than last year as the galleries and are more established and we will be handling more maintenance).

5512- Update and managed services for the website. This also includes implementing a state software program that is used for entering events. This software (API) will cut down on the man hours it takes to enter events on the cvb website and Visit NC website

5513- Visitor Center Marketing includes billboards with updates and replacements, realtor brochures, Ideal Living magazine, Recreation Magazine, and other promotional opportunities for advertising to relocation. Budgeted funds in this line item is partially funded by sponsorship dollars.

5514- Visitor Center Programs include Spotlight on Saturday and Last Tuesday events as well as realtor classes and two new programs 1) PR101 and 2) Ambassador Program

Total Tourism Expenses are at an **9% increase** from FY 16-17 budget.

5800- Grant Expense is \$265,090 is 15% of occ. tax

OCCUPANCY TAX COMPARISON 2016-2017 to PAST YEAR 2015-2016

Month	Month	Monthly Amt.	Total Amt.	Monthly Amt.	Total Amt.	% Change	Diff. from Last Yr.	Diff. from Last Yr.	% Change
Received	Collected	Rec'd 16-17	YTD 16-17	Rec'd 15-16	YTD 15-16	by Month	by Month	YTD	YTD
Jul-16	May-16	\$144,125	\$144,125	\$142,872	\$142,872	1	\$1,253	\$1,253	1
Aug-16	Jun-16	\$139,162	\$283,287	\$134,980	\$277,852	3	\$4,182	\$5,435	2
Sep-16	Jul-16	\$137,378	\$420,665	\$129,100	\$406,952	6	\$8,278	\$13,713	3
Oct-16	Aug-16	\$141,861	\$562,527	\$138,989	\$545,941	2	\$2,872	\$16,586	3
Nov-16	Sep-16	\$126,255	\$688,782	\$115,666	\$661,607	9	\$10,589	\$27,175	4
Dec-16	Oct-16	\$237,729	\$926,511	\$225,083	\$886,690	6	\$12,646	\$39,821	4
Jan-17	Nov-16	\$113,926	\$1,040,437	\$99,231	\$985,921	15	\$14,695	\$54,516	6
Feb-17	Dec-16	\$92,423	\$1,132,860	\$86,382	\$1,072,303	7	\$6,041	\$60,557	6
Mar-17	Jan-17	\$94,564	\$1,227,424	\$88,910	\$1,161,213	6	\$5,654	\$66,211	6
Apr-17	Feb-17	\$121,623	\$1,349,047	\$120,157	\$1,281,370	1	\$1,466	\$67,677	5
May-17	Mar-17			\$140,088	\$1,421,458				
Jun-17	Apr-17			\$211,627	\$1,633,085				

No.	Item	ACTUAL Month-Mar This Year 16/17	ACTUAL Month-Mar This Year 15/16	ACTUAL YTD This Year 16/17	ACTUAL YTD Last Year 15/16	Operational Budget HPCVB FY 16/17	9 Month Estimate	YTD Variance
INCOME								
4101	Transient Occ. Tax (Jan.)	94,564	88,911	1,227,424	1,161,214	1,682,239	1,261,679	(34,255)
4102	Interest Income	66	49	560	511	800	600	(40)
4104	Other Income	-	-	-	-	-	-	-
4105	Reserve Carry Over EBI	-	-	-	-	102,250	76,688	(76,688)
4106.1	Sponsorship Revenue Earmarked for VIC Marketing	6,542	5,281	46,704	51,000	100,000	75,000	(28,296)
4106.2	Sponsorship Revenue Earmarked for Reserves	6,542	5,281	46,704	51,000	100,000	75,000	(28,296)
4107	Regional Preferred Member Revenue for Marketing	1,750	500	3,801	5,033	10,000	7,500	(3,699)
4108	Art & Tourism Grants Carryover	-	-	20,000	-	-	-	20,000
5515.3	Ball Park Contribution	-	-	-	81,555	-	-	-
1002	Approved to come out of reserve	-	-	-	-	-	-	-
2200	Building Rental Credit Earmarked for Reserves	-	-	-	-	12,000	9,000	(9,000)
TOTAL INCOME		109,464	100,022	1,345,193	1,350,313	2,007,289	1,505,467	(160,274)
RESTRICTED A & T Grant Income								
RESTRICTED A & T Grant Income		21,028	20,417	189,252	183,753	252,336	189,252	-
UNRESTRICTED INCOME		88,436	79,605	1,155,941	1,166,560	1,754,953	1,316,215	(160,274)
EXPENDITURES								
Administrative								
5201	Salaries	34,089	30,325	293,030	258,316	439,401	329,551	(36,521)
5202	Retirement	1,752	-	13,148	10,906	24,000	18,000	(4,852)
5203	Life/Hosp/Dent. Ins.	6,186	5,736	54,145	43,626	77,000	57,750	(3,605)
5204	Soc. Security	2,934	2,517	25,186	21,161	39,000	29,250	(4,064)
5205	Unemployment Ins.	77	109	583	727	1,500	1,125	(542)
TOTAL ADMINISTRATIVE EXP.		45,038	38,687	386,092	334,736	580,901	435,676	(49,584)
Operations								
5301	Memberships General	470	670	11,496	3,933	7,500	5,625	5,871
5302	Travel Local	2,663	1,064	23,589	18,337	25,000	18,750	4,839
5303	General & Administrative	8,795	4,192	83,818	67,270	109,500	82,125	1,893
5304	Postage/General	2,000	-	7,408	9,969	2,000	1,500	5,908
5305	Parking	-	-	-	-	-	-	-
5306	Telephone	992	1,636	9,401	9,451	11,000	8,250	1,151
5307	Rent/Utilities - Bureau/PDMM	6,499	6,364	56,543	56,438	77,045	57,784	(1,241)
5308	Comm/Board Expenses	3,095	292	11,101	9,273	14,450	10,838	264
5309	Equipment	1,304	911	12,409	12,831	16,000	12,000	409
TOTAL OPERATIONS EXPENSE		25,818	15,129	215,765	187,502	262,495	196,871	18,894
Convention Promotion								
5401	Advertising	3,906	-	16,698	17,363	19,950	14,963	1,736
5402	Convention Services - General	395	-	7,666	5,780	10,500	7,875	(209)
5402.5	Convention Services - Event Booking Incentive	-	-	47,505	39,750	150,000	112,500	(64,995)
5402.7	IHFMA Furn. Market Support	12,500	12,500	112,500	112,500	150,000	112,500	-
5402.8	Preferred Member Program	17	-	2,584	2,533	5,500	4,125	(1,541)
5402.9	Special Services	-	-	-	-	2,000	1,500	(1,500)
5403	Entertainment	-	-	1,178	12	1,000	750	428

No.	Item	ACTUAL Month-Mar This Year 16/17	ACTUAL Month-Mar This Year 15/16	ACTUAL YTD This Year 16/17	ACTUAL YTD Last year 15/16	Operational Budget HPCVB FY 16/17	9 Month Estimate	YTD Variance
5404	Literature/Printing	103	-	6,649	1,177	13,200	9,900	(3,251)
5405	Memberships - Convention	-	256	4,234	3,599	8,260	6,195	(1,961)
5406	Postage	-	-	960	2	100	75	885
5407	Special Projects	4,170	9,795	46,805	66,993	90,000	67,500	(20,695)
5408	Subscription/Publ.	-	-	650	480	250	188	463
5409	Travel	1,418	380	8,961	11,152	15,700	11,775	(2,814)
5410	Trade Shows	70	-	4,693	13,342	3,000	2,250	2,443
5411	Sales Training	-	2,560	100	22,560	35,000	26,250	(26,150)
5412	Audio-Visuals	-	-	11,767	-	10,000	7,500	4,267
5413	Systems/Intern	-	-	-	-	-	-	-
TOTAL CONVENTION PROM.		22,579	25,491	272,950	297,233	514,460	385,845	(112,895)
Tourism Promotion								
5501	Advertising	(752)	4,000	28,683	45,582	52,900	39,675	(10,992)
5502	Audio Visuals	-	-	-	-	8,000	6,000	(6,000)
5503	Literature/Printing	1,123	1,198	6,767	12,069	21,750	16,313	(9,546)
5504	Memberships - Tourism	-	-	172	-	600	450	(278)
5505	Postage	-	63	1,071	375	1,500	1,125	(54)
5506	Special Projects	172	2,459	8,614	7,549	33,100	24,825	(16,211)
5507	Travel/Entertainment	50	72	1,503	3,436	5,000	3,750	(2,247)
5508	Travel Shows	-	70	-	1,565	4,000	3,000	(3,000)
5509	Visitor Info Ctr.	5,043	3,158	64,780	36,462	79,800	59,850	(4,930)
5512	Web	624	630	13,298	7,929	17,747	13,310	(12)
5513	Visitor Center Marketing	8,011	8,520	57,152	72,477	58,200	43,650	13,502
5514	Visitor Center Programming	283	186	1,218	186	2,500	1,875	(657)
5515	Baseball Taskforce	-	-	-	63,323	-	-	-
TOTAL TOURISM PROMOTION		14,554	20,356	183,258	250,953	285,097	213,823	(30,565)
Subtotal unrestricted expenses		107,989	99,663	1,058,065	1,070,424	1,642,953	1,232,215	(174,150)
Net unrestricted income after expenses			(20,058)	97,876	96,136	112,000	84,000	13,876
ARTS & TOURISM GRANTS PROGRAM								
Restricted A & T Grant Income		21,028	20,417	189,252	183,753	252,336	189,252	-
5800	Restricted A & T Grants Expense	-	-	252,333	244,962	252,336	189,252	63,081
Net restricted income after expenses		21,028	20,417	(63,081)	(61,209)	252,336	189,252	63,081
TOTAL EXPENDITURES								
Total Earmarked for Reserves (Year 1 Payback)		107,989	99,663	1,310,398	1,315,386	1,895,289	1,421,467	(111,069)
Sub total Excess Receipts over Expenses		1,475	359	34,795	34,929	112,000	83,997	(83,997)
Building Rental Credit Earmarked for Reserves - Chamber loan		0	0	0	0	2,007,289	1,505,484	(195,066)
Total of non-operational budget expenses (depicted in footnotes (1-4))		0	0	0	0	-	-	34,795
Total of Operational Budget Expenditures		107,989	99,663	1,310,398	1,315,384			
TOTAL OPERATIONAL BUDGET RECEIPTS								
OVER EXPENSES		1,475	359	34,795	34,929	0	0	34,795

**EVENT BOOKING INCENTIVES
PROPOSED/DEFINITE
FY 16-17**

<u>GROUP</u>	<u>AMOUNT</u>
High Point Swim Club - Furniture City Invitational	\$2,000
Piedmont Soccer Alliance	\$1,000
NC Youth Soccer	\$1,000
HPU Spring Family Weekend	\$1,000
Miss NC USA Teen and Miss NC USA Pageant	\$10,000
Special Olympics	\$10,000
Showtime - ITMA	\$14,000
HPU Spring Family Weekend	\$1,000
High Point Swim Club Tar Heel State Meet	\$1,150
Willow Creek Senior Golf HOF Championship	\$2,000
NC Amateur Sports - State Games	\$7,500
6th Annual John Coltrane Festival	\$1,055
TOTAL TO DATE	\$51,705

HPCVB Arts Tourism Grants Awards FY 16-17

ORGANIZATION	PROJECT	GRANT AWARD
Theatre Art Galleries	TAG Public Art Initiative	\$6,000
Theatre Art Galleries	Brand Awareness and Marketing Campaign	\$3,000
High Point Theatre	Passport to Entertainment- Out of area marketing	\$4,000
High Point Arts Council	Capital Campaign for Centennial Station Arts Center	\$19,250
High Point Arts Council	Marketing Support for Arts and Entertainment Events	\$13,251
High Point Museum	High Point Promotional Partnership	\$1,000
Kilby of Hope	Oakwood Memorial Cemetary-African American Historical Marker	\$2,435
Macedonia Family Resource Center	Macedonia All-Star Invitational Baseball Tournament	\$5,000
Hayden-Harman Foundation(On behalf of the Washington Street Business Association)	7th Annual Washington Street Unity Festival	\$4,500
High Point Ballet	Phase 2 Nutcracker set refurbishment/ adaptation to fit the High Point Theatre	\$3,000
Forward High Point Foundation	Downtown Stadium District Expanded Studies	\$23,000
Forward High Point Foundation	Downtown Whistle Stop Concert Series	\$10,000
Forward High Point Foundation	Forward High Point Branding, Marketing, and Development	\$25,300
Forward High Point Foundation	Furnish Your World	\$15,700
Southwest Renewel Foundation of High Point, Inc.	2nd Annual Bluegrass and Makers Festival	\$3,500
Southwest Renewel Foundation of High Point, Inc.	High Point by Design Year 2	\$13,000
Southwest Renewel Foundation of High Point, Inc.	Emerging Designer Competition	\$3,000
Southwest Renewel Foundation of High Point, Inc.	Public Art in High Point	\$6,500
Piedmont Triad Film Commission	Reel scout database hosting fees and fundraiser for atleast one marketing trip to Los Angeles	\$10,000
Uptowne High Point	Sixth Annual Uptowne High Point Holiday Stroll	\$6,000
Children's Home Society of North Carolina	Ilderton's Beach Music Blast	\$1,900
Big Brothers and Big Sisters of the Central Piedmont	Spider Digital Tennis Classic	\$2,000
Friends of John Coltrane	7th Annual John Coltrane Jazz & Blues Festival	\$56,000
Piedmont Soccer Alliance	Phillips Soccer Complex Attendance Growth Plan	\$15,000
		\$252,336

Board of Directors

<u>Board Member</u>	<u>Representing</u>	<u>Terms</u>	<u>Appointed By:</u>
Bruce Davis Chair KidAppeal 1010 Greensboro Rd., HP NC 27260 Work: 336-887-3684; 336-688-2431 BruceDavis@Triadbiz.rr.com	Voting At Large	1/15 – 12/18	County
Patrick Harman Vice Chair 1214 Woodland Pl HP NC 27262 Phone: 508-2703; Home 336-882-3551 Patrickatserve@aol.com	Voting Arts & Tourism Attractions	12/14 – 11/18	Chamber
Corine Hollingsworth Treasurer Radisson Hotel High Point 135 S. Main St. HP NC 27260 Work: 336-889-8888 Chollingsworth@innercirclehp.com	Voting Accommodations with more than 100 rooms	1/17 -12/19 FIT	County
Cliff Mann Asst. Treasurer High Point Country Club 800 Country Club HP NC 27262 Work: 336-889-0818 Cell: 843-267-2085 CMann@hpcountryclub.com	Voting At-Large	12/14-11/18	Chamber
A. Doyle Early Jr. Chairman Emeritus Wyatt Early Harris Wheeler P.O. Drawer 2086; HP NC 27261 Work: 336-819-6046 DEarly@WEHWLaw.com	Ex-Officio Chairman Emeritus	One of HPCVB's Founders Ex-Officio 1996 Ex Officio Emeritus 1998 Chairman Emeritus 2008	HPCVB Board
Mary Lou Blakeney Past Chair 1411-D Bergamot Loop HP NC 27260 Cell: 336-471-3178 Purplelady44@gmail.com	Ex-Officio Past Chair	Term Began 12/15	HPCVB Board

FIT = Fulfilled Incomplete Term

*=Renewable Term

Updated 6/24/16

<u>Board Member</u>	<u>Representing</u>	<u>Terms</u>	<u>Appointed by:</u>
Ron Barker Seven Oaks Bed & Breakfast 833 Old Mill Rd. HP NC 27265 Work: 336-899-6257 Sevenoaks@triad.rr.com	Voting Accommodations with 100 or fewer rooms	1/15-12/18	County
Scott Eckman International Market Centers 209 S. Main St. HP NC 27260 Work: 336-888-3737 Cell: 336-413-1825 SEckman@imcenters.com	Voting Tradeshow/Convention Ctr.	12/14-11/18	Chamber
Commissioner Carlvena Foster 818 Runyon Dr. HP, NC 27260 336-471-4091 Cfoster@co.guilford.nc.us	Voting County Commissioner	1/15-12/18	County
Councilwoman Alyce Hill 701 Hillcrest Dr. HP NC 27262 Phone : 336-688-4910 Alyce.Hill@highpointnc.gov	Voting City Council	1/15-12/17*	City Council
Carol Jollay Jollay Design Center 800 N. Main St. HP NC 27262 Work: 336-885-3597; 336-861-2149 info@jollaydesign.com	Voting Chamber	12/14-11/18	Chamber
F. B. Nowlan President & CEO J & S Cafeterias 110 Westover Drive High Point, NC 27265 Phone: 336-884-0404 fbn@jscafeteria.com	Voting Restaurants/Food Service Business	7/16 – FIT* 1/17 – 12/19*	Chamber
Leah Price BB&T 620 N. main St., HP, NC 27260 Work: 336-889-1121 LPPrice @ BBandT.com	Voting At-Large	12/15 – 11/19	County

FIT = Fulfilled Incomplete Term

*=Renewable Term

Updated 6/24/16

<u>Board Member</u>	<u>Representing</u>	<u>Terms</u>	<u>Appointed by:</u>
Tom Conley High Point Market Authority 164 S. Main St., Suite 700, HP, NC 27260 336-869-1000 Tom@HighPointMarket.com	Ex-Officio Market Authority	Term began 8/11 in conjunction with Market Authority Role	HP Market Authority
Dorothy Darr Southwest Renewal Foundation 501 W. High St. HP, NC 27260 Phone: 336-887-5130 Cell: 336-689-8122 Dorothy1@northstate.net	Ex-Officio Southwest Renewal	Term began 12/14 in conjunction with Southwest Renewal Role	Southwest Renewal
Lyndsey D. Derrow Chief Concierge HPU 933 Roberts Hall Ln., HP, NC 27268 Work: 336-841-9399; Fax: 336-888-6330 lderrow@HighPoint.edu	Ex-Officio High Point University	Term began 6/16 in conjunction with High Point University Role	HPU
Carlos Olvera Chamber Chairman 712 McWay Dr. HP, NC 27263 Phone: 336-884-0063 c.olvera@servpro9797.com	Ex-Officio High Point Chamber	Term began 1/17 in conjunction with Chamber Chairmanship	HP Chamber
Peter Freeman Freeman Kennett Architects 1102 N. Main St. Ste. 102, HP, NC 27262 Phone: 336-869-3464 Freeman@freemankennett.com	Ex-Officio City Architect of Record	Term began 12/14 with Freeman Kennett's involvement in City of High Point's core city planning	HP City
Mark Harris GTCC 901 S. Main St.; HP NC 27260 Cell: 336-854-0424 MEHarris@gtcc.edu	Ex-Officio GTCC	Term began 3/15 in conjunction with GTCC Role	GTCC
Ken Smith EDC Chairman 4035 Premier Dr. Ste 300, HP, NC 27265 Work: 336-821-1333 Cell: 336-687-4494 Ksmith@smithleonardcpas.com	Ex-Officio High Point EDC	Term began 1/16 in conjunction with HP EDC Chairmanship	HP EDC
Lee Tillery High Point Parks and Recreation 136 Northpoint Ave., HP, NC 27262 Work: 336-883-3473 Lee.tillery@highpointnc.gov	Ex-officio High Point Parks and Recreation	Term began 12/14 in conjunction with HP Parks and Recreation Role	HP Parks and Rec.

FIT = Fulfilled Incomplete Term

*=Renewable Term

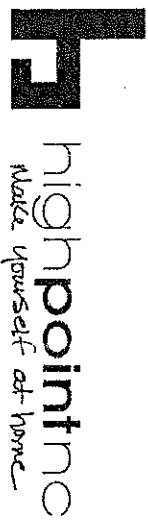
Updated 6/24/16

<u>Board Member</u>	<u>Representing</u>	<u>Terms</u>	<u>Appointed by:</u>
Scott Tilley High Point Partners 501 N. Main St., HP, NC 27260 Phone: 336-410-7204 Scott.tilley@ml.com	Ex-Officio High Point Partners	Term began 12/14 in conjunction with High Point Partners Role	High Point Partners
Don Webb Wells Fargo Advisors 1725 N. Main St., HP, NC 27262 Phone: 336-878-7515 Don.webb@wellsfargoadvisors.com	Ex-Officio PTI Airport Board	Term began 12/14 in conjunction with PTIA Role	PTIA Board
Tim Mabe President & CEO High Point CVB P.O. Box 2273; HP NC 27261 Work: 336-884-5255 TMabe@HighPoint.org	Ex-Officio HPCVB President & CEO	Term began 2/11 in conjunction with HPCVB role	HPCVB
Melody Burnett Director of Operations & Finance High Point CVB P.O. Box 2273; HP NC 27261 Work: 336-884-5255 MBurnet@HighPoint.org	HPCVB Corporation Secretary	Term began 5/03 in conjunction with HPCVB role	HPCVB
Nancy Bowman Director of Sales & Marketing High Point CVB P.O. Box 2273; HP NC 27261 Work: 336-884-5255 NBowman@HighPoint.org	HPCVB Marketing & Communications Mgr.	Term began 8/02 in conjunction with HPCVB role	HPCVB

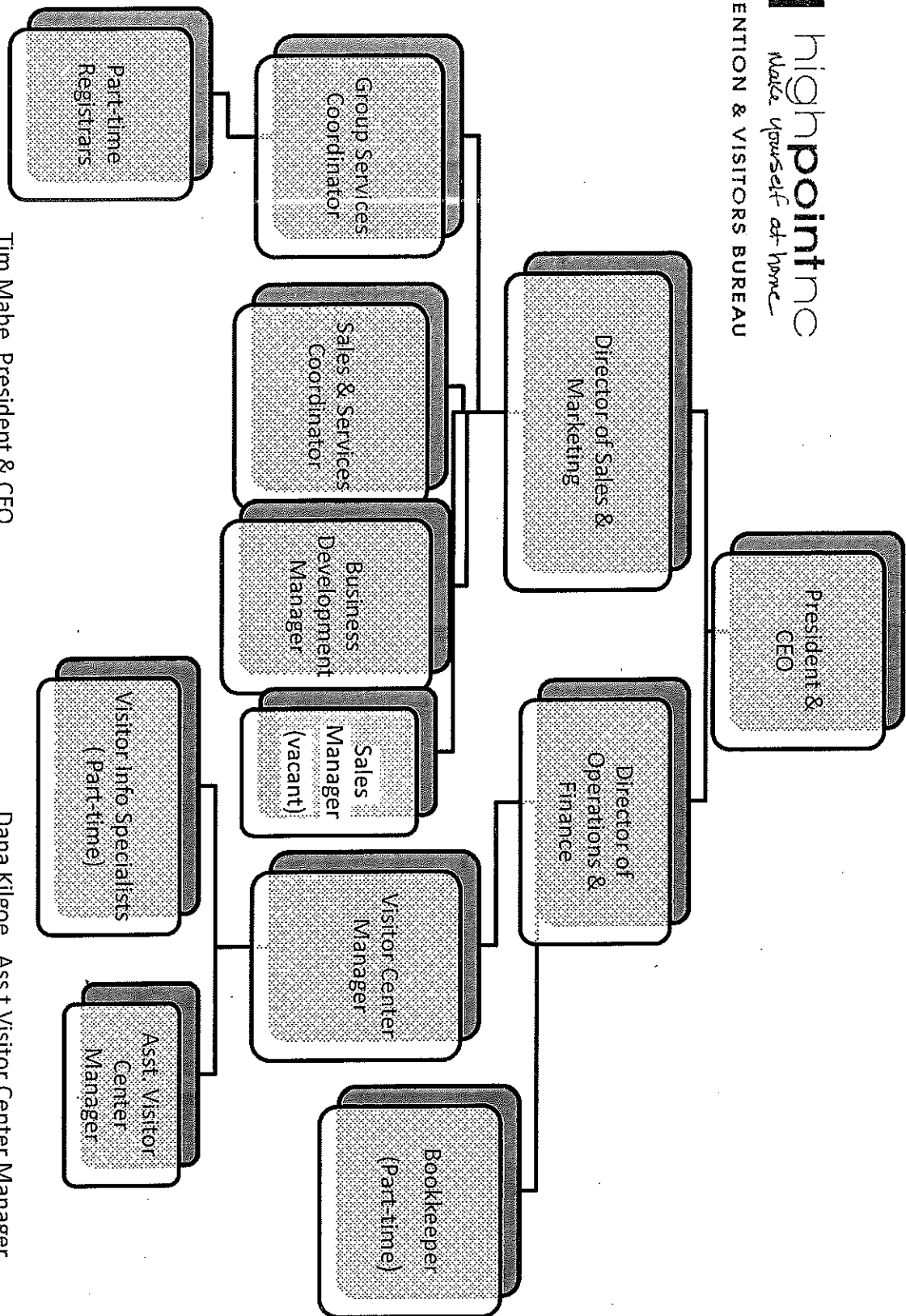
FIT = Fulfilled Incomplete Term

*=Renewable Term

Updated 6/24/16



CONVENTION & VISITORS BUREAU



- | | |
|---|--|
| Tim Mabe, President & CEO | Dana Kilgoe, Ass.t Visitor Center Manager |
| Nancy Bowman, Director of Sales & Marketing | Susan Childress, Visitor Information Specialist (PT) |
| Melody Burnett, Director of Operations & Finance | Darlene East-Wagoner, Visitor Information Spec. (PT) |
| Christina Payne, Visitor Center Manager | Paula Frances, Visitor Information Specialist (PT) |
| Bill Kester, Business Development Manager | Shirley Anderson, Registrar (PT) |
| Kimberly Mozingo, Group Services Coordinator | |
| Janet Siler, Sales & Marketing Coordinator | |
| Marlene Hedrick, Bookkeeper/Visitor Information Specialist (PT) | |

HPCVB INVOLVEMENT

Fiscal Year 2016/2017

CITY REPRESENTATION

Business High Point Inc.
Economic Development Committee
Rotary Club of High Point

Leadership High Point Alumni
Triad Women's Forum
High Point Market Authority
High Point Design Center
Uptowne High Point Committee
Open Door Ministries
Oakwood Cemetery Historical Committee
Forward High Point
High Point Museum
YWCA of High Point
Business High Point Inc.
Southwest Renewal Foundation

Bruce Davis, Tim Mabe (substitute)
Bruce Davis, Tim Mabe (substitute)
Tim Mabe, Nancy Bowman, Bill Kester
Tim Mabe, Melody Burnett, Nancy Bowman,
Kimberly Mozingo
Melody Burnett
Bruce Davis, Tim Mabe
Carol Jollay - Board Member
Melody Burnett
Nancy Bowman
Kimberly Mozingo
Doyle Early - Chairman Emeritus
Kimberly Mozingo - weekend volunteer
Melody Burnett
Tim Mabe
Tim Mabe, Melody Burnett, Christina Payne

COUNTY REPRESENTATION

Guilford County Hotel Association

Melody Burnett

TRIAD REPRESENTATION

Piedmont Triad Film Commission
Piedmont Triad Sports Clubs
Piedmont Triad Host DMO Group

Tim Mabe & Nancy Bowman
Nancy Bowman
Tim Mabe & Nancy Bowman

STATE REPRESENTATION

Association Executives of North Carolina
Governor's Conference - Tourism
Governor's Roundtable Tourism Board
Meeting Professionals International - Carolinas
Chapter
American Bus Tours
NC Motorcoach Association
National Association of Sports Commissions
NC Tourism Industry Association

Nancy Bowman
Tim Mabe, Nancy Bowman, Melody Burnett
Tim Mabe

Nancy Bowman and Tim Mabe
Nancy Bowman, Kimberly Mozingo
Nancy Bowman, Kimberly Mozingo
Nancy Bowman
Tim Mabe

NATIONAL REPRESENTATION

CONNECT
IAVM - National & Regional
Destination Marketing Association Intl.
TEAMS

Nancy Bowman
Tim Mabe
Melody Burnett
Nancy Bowman

**NORTH CAROLINA
GUILFORD COUNTY**

**AGREEMENT FOR PROVISION OF
CONVENTION AND VISITORS BUREAU**

THIS AGREEMENT, made and entered into before the first day of July 1, 2017 by and between the City of High Point (hereinafter referred to as the City) and the High Point Convention and Visitors Bureau, Inc. (hereinafter referred to as the Grantee), pursuant to and subject to the restrictions and conditions set forth herein:

WITNESSETH:

In consideration of receipt of a grant or appropriation of funds from the City Council of the City of High Point equal to the total amount of the net proceeds received by the City of High Point from the Guilford County 3% Room Occupancy and Tourism Development Tax, the Grantee named hereinabove does hereby agree to provide Convention and Visitors Bureau Services for the City of High Point in accordance with the terms of this Agreement as set forth herein.

In consideration of the above, the parties do hereby agree as follows:

(1) The Grantee agrees to expend the funds, which are the subject of this Agreement and perform services in consideration of the receipt of funds in accordance with the Overview of Program of Work as attached to this Agreement and incorporated herein by reference. The Grantee further agrees to expend the funds in accordance with an Annual Budget for said funds attached hereto and which is incorporated herein by reference. Funds made available to the Grantee pursuant to this Agreement shall be expended only in accordance with applicable federal, state, and local laws. The Grantee may amend the budget from time to time in order to conform with the actual amount of funds received under this agreement.

(2) The Grantee agrees that it will supply such records, reports, information, and verification relating to the expenditures of the funds or the operations of the Grantee on a monthly basis and as may be requested by the City. This shall include monthly reports on the receipts and expenditures, as well as an annual audit completed within six months of

the Grantee's fiscal year end, performed in accordance with generally accepted accounting principles of the revenues and expenditures of the Grantee. The Grantee shall maintain written accounting and documentation of all of its receipts and disbursements relating to the grant funds, which are subject to this Agreement. The Grantee agrees to subject itself to the provisions of Article 33c of Chapter 143 of the North Carolina Statutes entitled "Meetings of Governmental Bodies," to the same extent as the City.

(3) Funds will be distributed to the Grantee on a monthly basis in accordance with the attached budget. Further, should expenditures overspend the revenues under this Agreement; the City shall have no obligation to reimburse the Grantee for such expenditures.

(4) This Agreement will automatically terminate on June 30, 2018 at which time a new Agreement will be considered.

(5) Upon termination of this Agreement by either party all non-expendable property purchased under this Agreement shall revert to the City of High Point or its assigns.

(6) A High Point Convention and Visitors Bureau Board of Directors shall be appointed, which shall have the authority to oversee the Convention and Visitors Bureau's implementation of the program of work, and the expenditures of the grant funds, which are the subject of this Agreement. The Convention and Visitors Bureau Board shall be composed of a minimum of the following twelve (12) members:

- (a) One member of the Guilford County Board of Commissioners appointed by the Board of County Commissioners.
- (b) One member of the High Point City Council appointed by the City Council.

- (c) Two owners or operators of hotels, motels, or other taxable tourist accommodations in the local metropolitan area, one of whom owns or operates hotels, motels, or other tourist accommodations with more than 100 rental units, and one of whom owns or operates hotels, motels, or other tourist accommodations with 100 or fewer rental units, both appointed by the Board of County Commissioners.
- (d) One individual who has demonstrated an interest in tourism development and does not own or operate hotels, motels, or other tourist accommodations, and is a Board member of the High Point Chamber of Commerce, appointed by the Chamber of Commerce.
- (e) One individual involved in the local restaurant or food service business who has demonstrated an interest in tourism development, and does not own or operate hotels, motels, or other tourist accommodations, appointed by the High Point Chamber of Commerce.
- (f) One individual involved in the cultural arts or tourist attraction business, who has demonstrated an interest in tourism development, and does not own or operate hotels, motels, or other tourist accommodations, appointed by the High Point Chamber of Commerce.
- (g) One at-large individual who has demonstrated an interest in tourism development and does not own or operate hotels, motels, or other tourist accommodations, appointed by the High Point Chamber of Commerce.
- (h) One individual who has demonstrated an interest in tourism development and is a representative of a High Point public

convention/trade show center, appointed by the High Point Chamber of Commerce.

- (i) Two at-large individuals who have demonstrated an interest in tourism development and do not own or operate hotels, motels, or other tourist accommodations, appointed by the Board of County Commissioners.
- (j) The President & CEO of the High Point Convention and Visitors Bureau, Inc., who shall be a non-voting, ex-officio member.

All voting members of the High Point Convention and Visitors Bureau Board shall serve without compensation. All members shall serve two-year terms. Members may serve no more than two consecutive terms. Members appointed to fill the at-large designations shall serve a full term, and have all voting rights and privileges. The members shall elect a chairperson, who shall also serve a two-year term if eligible. Members appointed to fill vacancies shall first serve for the remainder of the unexpired term for which they are appointed to fill, and then are eligible for appointment for a regular term. The Board shall meet at the call of the Chairperson, and shall adopt rules of procedure to govern its meetings. The Board shall appoint such ex-officio members as it deems appropriate.

(7) The attached Exhibits are:

- (A) Overview & Program of Work
- (B) Proposed New Budget and Explanation
- (C) Occupancy Tax Comparison Current Year
- (D) Financial Statement through March Current Year
- (E) Arts & Tourism Grants Awards for Current Year
- (F) Event Booking Incentives for Current Year
- (G) Board of Directors, Organizational Chart, and Chart of Staff Organizational Involvement

These exhibits are incorporated herein by reference and shall have the same force and effect as if set forth herein.

IN WITNESS WHEREOF, the City has caused this Agreement to be duly executed in its behalf; and the Grantee has caused the same to be duly executed in its behalf as of the date first above written.

CITY OF HIGH POINT, NORTH CAROLINA

ATTEST:

Lisa B. Vierling, City Clerk

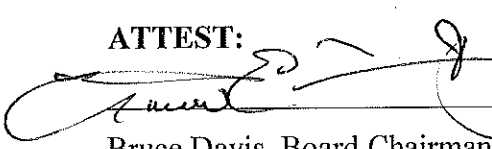
Greg Demko, City Manager

Approved as to legal form:

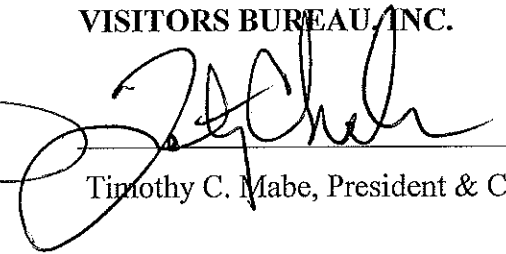
JoAnne Carlyle, City Attorney

**HIGH POINT CONVENTION &
VISITORS BUREAU, INC.**

ATTEST:



Bruce Davis, Board Chairman



Timothy C. Mabe, President & CEO



**MANAGER'S BRIEFING SESSION
HIGH POINT MUNICIPAL BUILDING
June 5, 2017 – 4:00 P.M.
3RD FLOOR LOBBY CONFERENCE ROOM**

Present:

Mayor William S. Bencini, Jr.; Mayor Pro Tem Wagner (Ward 4); and Council Members; Latimer Alexander (At-Large); Cynthia Davis (At-Large); Jeff Golden (Ward 1); Chris Williams (Ward 2); Alyce Hill (Ward 3); Jim Davis (Ward 5); and Jason Ewing (Ward 6)

Staff Present:

Greg Demko, City Manager; Randy McCaslin, Deputy City Manager; Randy Hemann, Assistant City Manager; Eric Olmedo, Budget & Administrative Director; Jeron Hollis, Director of Communications & Public Engagement; Loren Hill, President- High Point Economic Development Corporation and GCEDA Vice Chair; Sandy Dunbeck, Vice President- High Point Economic Development Corporation; Andy Piper, Senior Planner; Heidi Galanti, Planning Administrator; Lee Burnette, Planning & Development Director; Jeff Moore, Director of Financial Services; Maria Smith, Deputy City Clerk; and Lisa Vierling, City Clerk

Others Present:

Judy Stalder, (TREBIC); Brent Christensen, GCEDA Chair; Monica Peters; Mike Peters, General Manager, Eric Stacey, Director of Real Estate, Fairway Advertising; and Bill Phillips

News Media:

Pat Kimbrough, *High Point Enterprise*

Handouts:

- *Guilford County Economic Development Alliance*
- *Potential Outdoor Advertising Locations*
- *Possible Outdoor Advertising Sign Revisions – Survey Results Map*
- *Outdoor Advertising Inventory Map*
- *Chamber of Commerce Survey*

Note: *This handout will be attached as a permanent part of these proceedings.*

City Manager Greg Demko called the meeting to order at 4:04 p.m. and introduced Loren Hill, President-High Point Economic Development Corporation.

Update – Guilford County Economic Development Alliance (GCEDA)

Mr. Hill gave a brief update on the mutual contract that formed the Guilford County Economic Development Alliance (GCEDA) where at least twice a year he and current GCEDA Chair Brent Christensen would present an update to all three governments. He updated Council on what they have done since their last meeting which was to continue to work together. Council requested that GCEDA act as one

entity, and Mr. Hill reported they have done so. He explained they handle all projects together, have staff meetings, and noted how it has been a smooth process. He expressed how the GCEDA has been good for the High Point Economic Development Corporation (HPEDC) office, the City of High Point and how they continue to work very well together.

He reviewed the Leadership Group which includes the Board of GCEDA Directors for the organization along with the Business Advisory Council.

Mr. Hill referenced the GCEDA's annual report and mentioned they were a recipient of the "Regionalism and Cross-Border Collaboration" award last year. He then introduced Brent Christensen to share about projects they have been working on.

Mr. Christensen announced their leadership group meets the 4th Thursday of every month at the Guilford Technical Community College (GTCC) facility near the airport and invited Council to join them anytime.

He mentioned that at the October 3, 2016 meeting with Council, they discussed the action plan they had developed. They hired some consultants to work with them, Development Counsellors International (DCI), (New York) and Garner Economics, (Atlanta) to put together an Action Plan. Mr. Christensen shared the following results:

- Alorica 800 jobs in November; 600 more in February
- Coca-Cola Bottling Company will open a new 135,000 square foot facility at the McConnell Center in Greensboro with 20 new jobs with an investment of \$4 million in operation
- Thomas Built Buses, announced another 100 jobs
- Proctor & Gamble in Greensboro announced another \$9 million expansion
- Precision Design Machinery, manufacturer for large equipment for the corrugated industry is expanding; 40 new jobs and opening a 2nd High Point facility
- Total Quality Logistics (North America's second largest freight broker) chose 4135 Mendenhall Oaks Parkway for its newest operation, 70 jobs will be created
- Crown Mark will construct a \$11 million, 250,000 square foot distribution center on a 30-acre site on Gallimore Dairy Road. They could also construct an additional 175,000 square foot flex space in a second phase.

He credits good inventory, and noted part of their job is to invest for future prospects and opportunities. He excitedly reported that Samet Corporation will begin construction on a 130,000-150,000 square-foot industrial spec building in the Piedmont Corporate Park.

Mr. Christensen mentioned another thing the Action Plan addressed was form them to begin marketing as a whole. He explained how they came together as one entity; came up with a tagline and logo "You Can Make it Here." Another recommendation from the consultants was to make sure everybody knows that High Point and Greensboro are fantastic municipalities. As a result, everything they use in terms of marketing will have Greensboro and High Point on it going forward.

In collaboration with Piedmont Triad Partnership, the Piedmont Triad Airport Authority, Greensboro Chamber of Commerce, HPEDC and Winston Salem Business, Inc., Jim McArthur has been hired as Aviation Project Manager. He will also be promoting economic development opportunities. He shared they would be coming on board with 900-1,000 acres of developable property and pointed out the Piedmont Triad International Airport has fantastic potential future opportunities.

Council Member Alexander relayed that business owners in High Point are telling him that business is great for them and the only thing holding them back from growing is they cannot find enough qualified employees. He asked how this could be addressed and how they could find more people to enter the

workforce. Mr. Christensen advised they would be working with all workforce providers throughout the region to do this.

Mr. Christensen replied they are currently working on a regional study that would help with this moving forward keeping the following questions in mind:

1. What is the current workforce situation now?
2. What is it going to look like in the future?
3. How do we fill the anticipated gaps?

Council Member Alexander challenged Mr. Christensen to continue efforts to attract people that want to have a future in High Point, which provides a good place for them to live, work a good school for children to be educated in etc...

Update – Billboards

Mr. Burnette reported since this matter was last discussed by Council on November 21, 2016, up to that point Council directed staff to look at three areas allowing new outdoor advertising signs or billboards:

- Primarily along the I-74 corridor
- Business-85 corridor
- Along with Central Business District (CBD)

There was no consensus for Council to look at any other areas.

Mr. Burnette informed Council that historically these signs have been allowed for outdoor advertising in Heavy Industrial (HI) districts. He advised that Council also asked staff to look at a cap and replace approach ratio of 2:1; 3:1; or 4:1; this ratio would be determined by Council. One other thing that staff looked at was exploring the conversion of existing static signs or non-conforming static signs to digital where the total number of outdoor advertising signs would be capped and any new ones would only be allowed if they replace existing ones.

Mr. Burnette advised that during the November 21, 2016 meeting, Eric Stacey, with Fairway advised they felt they could eventually erect two signs along the I-74 corridor (along the northern and southern ends). They felt the Business-85 corridor was already fairly saturated with no marketing opportunity on that corridor. They did not see any marketing opportunities within the Central Business District (CBD) either. For that reason, they suggested the following additional areas:

- North Main Street from Westchester Drive to Belle Avenue
- Eastchester Drive from North Main to Ambassador Court
- Eastchester Drive up to the northern City limits
- Wendover Avenue within the City limits

He added that Council discussed whether or not to look at those specific areas. After detailed discussion, Council asked staff to gage the business community, especially through the Chamber of Commerce to see if there was any interest in changing regulations or in opening any of these areas up. Since that time, staff conducted some opinion surveys within the targeted areas to stakeholders to determine interest.

Mr. Burnette asked Andy Piper, Senior Planner, to provide the background information on the surveys. Mr. Piper advised Council that the surveys were sent to the following four groups:

1. Chamber of Commerce Members
2. Property Owners within the corridors that Fairway identified

3. Residents and business owners within 100 feet of that corridor
4. Randomly selected group of residents throughout the City

Mr. Piper shared they sent an online survey to the Chamber that they distributed through their e-newsletter that is sent out twice a month. Paper surveys were sent out to the other three groups by regular mail. He pointed out that these surveys were opinion polls and not scientific surveys, and he proceeded to review the areas that Mr. Burnette mentioned:

- North Main Street area
- Eastchester - Johnson Street to Ambassador Court
- North East2chester area from Hickswood Road to Meeting Way
- Wendover Avenue to Premier Drive
- West Wendover – Piedmont Parkway

The following questions were posed to the Chamber of Commerce Group:

1. Do you currently advertise on billboards in High Point?
(Yes: 88%; No: 12%)
2. Would you be interested in doing so if they were allowed in the areas shown on the following maps?
(Yes: 44%; No: 53%; Inconclusive/no response: 3%)
3. Would you be interested in advertising on digital billboards if they were available in these areas?
(Yes: 38%; No: 56%; Inconclusive/no response: 6%)

Response rate: 34 of 677 businesses (5%)

The following questions were posed to the property owners within the proposed corridors:

1. Would you be interested in having a billboard built on your property?
2. If a billboard was built on neighboring property, would you be in support of it?
3. Would you be in support if it was a digital billboard?
4. Which of the following answers best reflects your general feelings about billboards?

The following questions were posed to the property owners and resident within 100 feet of the proposed corridors:

1. If a billboard was built on property located in the area shown on the enclosed map, would you be in support of it?
2. Would you be in support if it was a digital billboard?
3. Would you be supportive if you knew that some older billboards located elsewhere in the City would be removed in exchange for a new billboard being built in the proposed area?

The following questions were posed to the randomly selected residents throughout the City:

1. If a new billboard was built on property in any of the areas shown on the enclosed maps, would you be in support of it?
2. Would you be in support if it was a digital billboard?
3. Would you be supportive if you knew that some older billboards located elsewhere in the city would be removed in exchange for a new billboard being built within one of these proposed areas?

Mayor Bencini mentioned how most of the responses from the sample groups were negative except for the business groups as it showed a 5% participation rate. He questioned how a conclusion could be reached with only a 5% response rate.

Council Member Alexander shared how he read an article in the newspaper regarding billboards and mentioned that people did not want to see billboards. He emphasized it was because of clutter and other issues. Council Member Ewing pointed out the question for the Chamber members was would they advertise on a billboard, not would they want to see one. As he noted, that was probably why they received less participation. Both Council Members Alexander and Hill stated that people do not want billboards.

Council Member Alexander suggested it might be possible to squeeze a billboard around the Highway 66 interchange. Mayor Bencini advised that it could not be in Forsyth County because they have rules against billboards anywhere along that corridor because they want to keep it a scenic corridor without clutter. Mayor Bencini stressed that the interest was not created by any of these four groups that were surveyed, but by the outdoor advertising company and reiterated that the interest in the change is not being initiated by this Council.

Mayor Pro Tem Wagner advised that Council has been talking about billboards for the past seven years and the initial discussion was how to clean up the clutter and make the areas look more presentable. He mentioned there was a lot of discussion on the existing billboards that were grandfathered or nonconforming and because of this they are able to maintain the billboards, but there are a lot of places where it does not make monetary sense for the signs to be there anymore. Mayor Bencini mentioned the City's current policy which allows billboards in HI areas; the billboards in all other areas are non-conforming and have been there for quite a while.

Mike Peters, General Manager, Fairway Outdoor Advertising, agreed that most do not want to advertise on billboards that are not in a desirable area. He explained how it has taken a different direction and from an undesirable perspective to be in those areas. He suggested a solution would be to remove some of those billboards and relocate three or four in commercial areas because businesses want to advertise static or digital within the commercial areas. He stressed how the commercial location makes the site valuable. Mr. Peters also shared that they do have several High Point companies interested in advertising with static or digital billboards.

Mayor Bencini pointed out there are no commercial areas on I-74 or 311 and questioned the need for billboards. Mr. Stacey suggested they would like to see some billboards out there, but due to the zoning they are not allowed.

Regarding the question, "Would you be supportive if you knew that some older billboards located elsewhere in the city would be removed in exchange for a new billboard being built within one of these proposed areas?" Mr. Piper stated there was not much of a shift in opinion based on that question.

Lastly, he reviewed the three categorized groups:

1. Supportive
2. Supportive, but... (had a type of condition)
3. Non-Supportive

Council Member Alexander pointed out Council has been talking about billboards for a long time and he felt that the billboard company needs an answer.

Council Member J. Davis mentioned that there were a lot of nonconforming signs on buildings downtown and felt, in all fairness, signs should be regulated across the board. Council Member Williams pointed out the advertisement signs on the buildings downtown raise quite a bit of revenue for the companies.

Council Member Ewing pointed out there has been discussion for a sign ordinance review and shared that he gets a lot of complaints about companies that hang banners during the Furniture Market and how they get by with it. He asked how the City could be more equilateral to all businesses and if an ordinance is in place, then it should be enforced for all, or not any. Mr. Burnette stated the ones downtown are conforming because they are advertising on premise. Mayor Bencini pointed out there are different districts that should not be treated the same way. Council Member J. Davis agreed there is a need for a sign ordinance review.

Council Member C. Davis recalled in past conversations that the I-74 and 311 areas would be ideal to attract people traveling into High Point for events such as the Theatre, Coltrane Festival and other events.

Mayor Pro Tem Wagner reiterated Council has already directed staff to look at revising the sign ordinance. Council Member Golden felt there is not an appetite for billboards, and pointed out Council discussed this issue many times with no direction. He suggested to address the overall sign ordinance and for Council to contact the billboard company once the sign ordinance has been revised.

Council Member Alexander then moved to direct staff not to spend any more time on billboards and Council Member Ewing made a second.

For further discussion, Council Member C. Davis inquired about removing the old billboards that currently are not being used for advertising.

Mayor Bencini reported there is legislation regarding billboards going through the House. Mr. Burnette stated there are actually four bills rolled into one.

The motion carried by a 9-0 unanimous vote.

There being no further no further discussion the meeting adjourned at 4:54 p.m.

Respectfully Submitted,

Maria A. Smith
Deputy City Clerk

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 May 23, 2017 and before the City Council of the City of High Point on June 19, 2017 regarding **Zoning Map Amendment Case 17-04 (ZA-17-04)** 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 May 14, 2017, for the Planning and Zoning Commission public hearing and on June 7, 2017 and June 14, 2017, 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 **June 19, 2017**.

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: **Residential Single Family-3 (R-3) District**. The property is an approximate 0.44-acre parcel lying along the north side of Bales Chapel Road, approximately 1,700 feet east of Dillon Road (1001 Bales Chapel Road). The property is also known as Guilford County Tax Parcel 0160151.

SECTION 2

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.

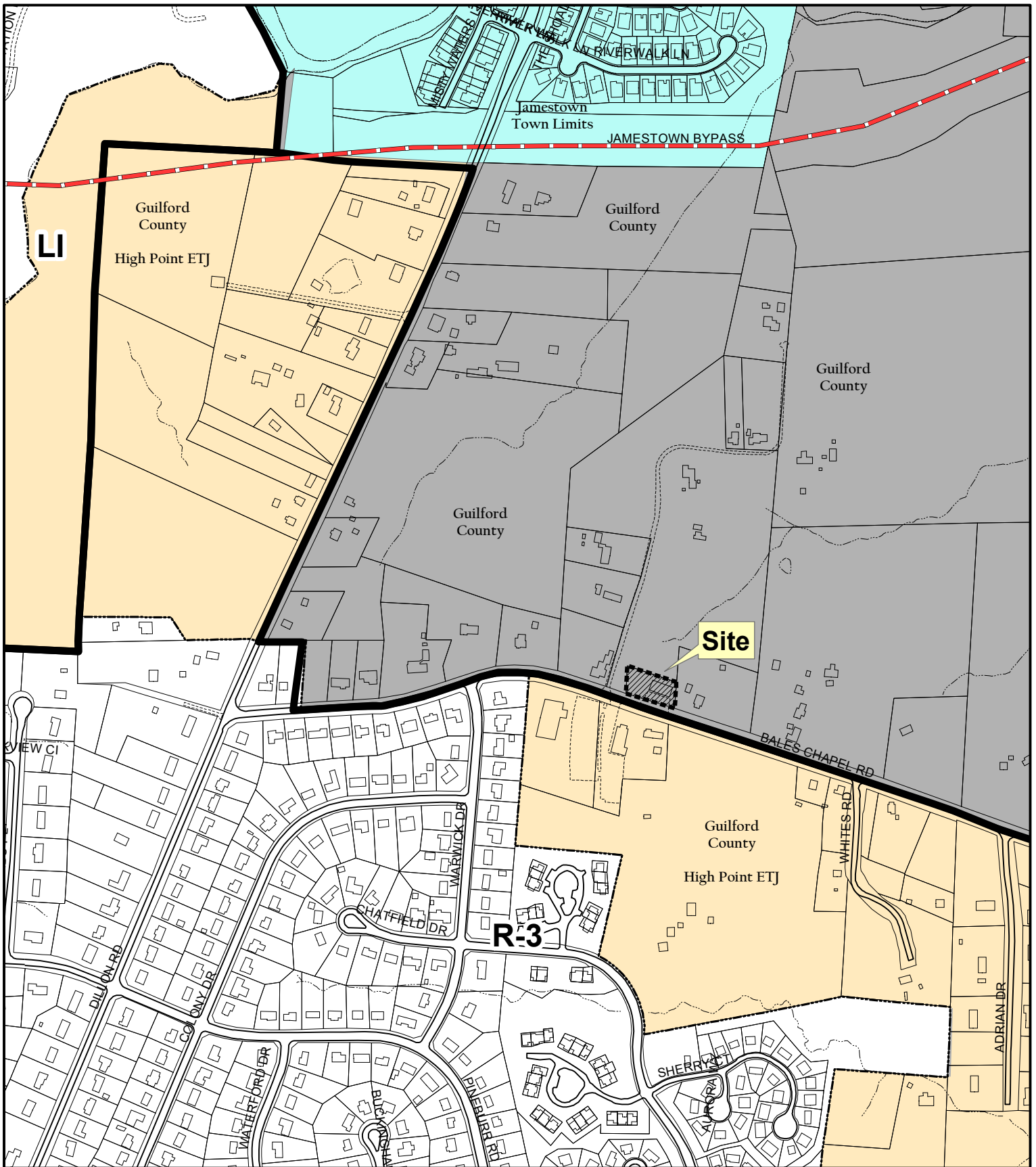
SECTION 3

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

SECTION 4.

This ordinance shall become effective upon the date of adoption.
19th day of **June, 2017**.

Lisa B. Vierling, City Clerk



ZONING MAP AMENDMENT ZA-17-04

From: Residential Single Family-40 (Guilford County)
To: Residential Single Family-3 (City of High Point)

Existing Zoning Boundary —————
Subject Property Boundary - - - - -

**Planning & Development
 Department**

City of High Point

Date: May 23, 2017



Scale: 1"=500'

G:\Planning\Secure\ba-pz/
 2017/pz/za17-04.mxd



Prosperity & Livability Committee
Members: Ewing, Hill, Wagner and Williams
Chaired by Council Member Ewing
3rd Floor Lobby Conference Room
June 7, 2017 – 9:00 A.M.

MEETING MINUTES

Present:

Committee Chair Jason Ewing, and Committee Members Alyce Hill, Jay Wagner and Chris Williams

Also Present:

Council Member Cynthia Davis

Staff Present:

Randy McCaslin, Deputy City Manager; JoAnne Carlyle, City Attorney; Mark McDonald, Director of Transportation; Heidi Galanti, Planning and Development; Matt Carpenter, Traffic Operations Engineer; Terry Houk, Director of Public Services; Robby Stone, Assistant Public Services Director; Mike McNair, Director of Community Development and Housing; Andy Piper, Senior Planner; Maria Smith, Deputy City Clerk, and Lisa Vierling, City Clerk

Others Present:

Judy Stalder, TREBIC

News Media:

None Present

1. Discussion- Bike Paths on Green Drive

Matt Carpenter, Traffic Operations Engineer, provided an update on this NCDOT project. The proposal is to take Green Drive from two lanes in each direction (four lanes total), down to one lane each direction with a two-way left turn lane and bike lanes on each side, as well as install crosswalks, loading zones, signal upgrades, striping, etc.... The project will start at Brentwood on the east and will go to Main Street on the west. The big change will be at University, where there is currently a thru-left lane and a thru-right in each direction and it is proposed to take that down to a thru-right and a left turn only in each direction. Staff will change the phasing of that intersection to address most of this, but anticipates some additional delay for vehicles passing

through that intersection. Although it is anticipated that the queues will increase, staff will be able to process the traffic in the same amount of time. Back-ups are anticipated in this area due to only one lane going through and some traffic keeping straight, while others are trying to make a right turn. Those making the right turn must wait in the queue for the opportunity to take the right.

As part of the growing pains, Chairman Ewing asked if staff foresees over anxious motorists trying to move into the bike lane and turn right. Mr. Carpenter did not think so due to the narrowness of the lane, but acknowledged that someone might try it.

Mr. Carpenter advised that the traffic island on Green Drive at Park Street has been removed by Public Services as a means to make the three-lane cross section work at this intersection. The area on the left-hand side will be striped with three lanes of traffic and a bike lane on the right. Crossing over to Centennial, that will continue and will eventually wind up with some really wide lanes or the possibility of adding some loading zones. Mr. Carpenter pointed out a loading zone is being proposed near the IHFC parking lot to the west, as well as a loading zone as you come up to Hamilton because during the Furniture Market trucks already take advantage of those areas to load/unload.

Chairman Ewing asked what is on this stretch that would encourage people to get their bikes out and ride the one-half, three-quarter mile stretch on Brentwood. Mr. Carpenter replied that while he was out doing research and collecting data on that stretch of Green Drive, he did observe plenty of bikes on Green Drive, so at least it would give those bikers somewhere to be rather than in the street.

Mark McDonald, Director of Transportation shared that the channelization down to one lane will temper speed and providing the center left turn lane would make a dedicated place for people to make left turns into driveways, etc.... He stated he was not aware of any issues involving rear-end collisions of any particular location out there, but providing the turn lane would definitely further the use.

Committee Member Williams agreed that the most complaints would more than likely come from the intersection at University/Green. Committee Member Wagner felt a little congestion would slow traffic down, as well as make it safer for people to walk in the area. Chairman Ewing asked if the church on the corner was still active and Committee Member Williams replied the owner has rented it out to various ministers from time to time.

Mr. McCaslin noted staff just wanted to make the Committee aware that NCDOT is heading in this direction with this project, but if there was total opposition to it, there might be enough time to go back to NCDOT. At this time, Council Member C. Davis asked staff if the other Council members would get to see the plan or if staff plans to just push it through without members of Council having a say on whether or not they agree. Mr. McCaslin reiterated this is a NCDOT project and it could possibly be changed, but staff wanted to just make sure that the Committee was aware that it was forthcoming.

Chairman Ewing asked staff to explain why only two crosswalks were proposed across four lanes of traffic. Mr. Carpenter explained that the predominant pedestrian movements are on the north

side and that's why the crosswalk is located there. Mr. McDonald suggested it might be possible to add crosswalks on the other two legs since signal upgrades would be done.

Committee Member Williams mentioned speeding issues that Oakgrove Church has been experiencing due to the hill when people try to exit out of the church parking lot and noted that he did ask the city manager at one time if it might be possible to install some caution lights there. Mr. McDonald felt the channelization and the thru-traffic into one lane would also help slow it down.

Mr. McCaslin asked if there were any additional questions. There being none, he asked Mr. Carpenter to forward the presentation to him so he could get it to the rest of Council.

2. Sidewalks and Trees

Deputy City Manager Randy McCaslin prefaced discussion on this matter with a reminder that the Committee had requested that staff look into the sidewalk replacement and tree issue.

Robby Stone, Assistant Director of Public Services, presented some examples/illustrations of damaged sidewalks involving trees/plantings, etc.... that were not specific as to location, but could be found anywhere. He noted that the 1990 ADA defines a trip hazard as "any vertical change over one-quarter of an inch," which equates to a minimum height separation.

Mr. Stone noted the 3-foot minimum is now the standard that the Engineering Department is holding for new development, but in the case of older development, there may be many areas that may be less. He noted the discussion and focus today was regarding the trees/plantings near sidewalks and the issues that could arise when something is planted in the 3-foot minimum strip or issues that may arise when something is planted on the private property side beyond and adjacent to the sidewalk.

The Committee then discussed various issues surrounding sidewalks in general and the damage that can be caused by plantings/trees.

Staff suggested these could be addressed by:

1. Removing the tree, grind the stump and replace the sidewalk section, or
2. Grinding any trip hazards; or
3. Doing a combination of these things.

Mr. Stone mentioned several different construction methods that staff has done in the past to repair sidewalks and broke it down into six areas:

Area 1: Root bearing matting that deters roots from growing upward.

Area 2: Took #4 rebars (one-half inch diameter rebar) and tied the sidewalks sections together.

Area 3: Used double fiber concrete to strengthen the concrete.

Area 4: Used standard concrete.

Area 5: Used wire reinforcement with 4-inch grids (chipping wire) to tie sidewalks together.

Area 6: Used wire reinforcement along with a double fiber concrete.

Staff found none of these to be the true answer in resolving all the sidewalk issues.

Mr. McCaslin asked staff to expound on the trees that are on the approved list for planting near streets. Andy Piper, Senior Planner, advised they have a recommended list, but it is not all inclusive. They have an index to identify types of trees and which ones are better near sidewalks, overhead lines, etc.... and staff is looking at updating some of that information.

Staff suggested to continue addressing sidewalk repairs on a case-by-case basis. Mr. McCaslin offered assurances that staff would address the worst of the worst situations.

Chairman Ewing advised he was okay with staff continuing to address these on a case-by-case basis and researching what other options might be out there that are more financially prudent than just replacing sections of sidewalk every so many years.

3. Discussion- Community Gardens

There was no one present from the Community Garden Group (Urban AG, Food Alliance, Hayden-Harman Foundation, etc...). Mr. McCaslin noted that he did not believe this was an official request, but the group had sent an email to the city manager asking for the following:

- ✓ Soil
- ✓ Additional lots
- ✓ Water
- ✓ Taps
- ✓ Cost of the meter

Staff advised that currently the Hayden Harman Foundation has paid for taps at most of the current locations and they have picked up the monthly cost as well, but they are wanting some different considerations possibly for the city to comp and cover these costs. Mr. McCaslin strongly suggested if Council desires to go this route, that a grant program be set up similar to the community grants with a specific number of dollars in the budget with certain criteria being developed to distribute the funds.

Committee Member Williams asked if staff has any information as far as how much vegetables, produce, etc.... has been produced. Mr. McCaslin replied that he was not sure, but believed this information may be in the email that was sent out.

Chairman Ewing suggested that staff contact the Community Garden Group and ask them to have representatives come to the August Prosperity & Livability Committee Meeting and in the meantime, he asked the Committee members to be thinking about some options.

Motion was made and carried unanimously by the Committee to place this matter on the August 2, 2017 Prosperity & Livability Committee meeting agenda and directed staff to compile data of what the city currently does give from a tonnage standpoint as far as soil, as well as other in-kind services, and come up with recommendations for discussion from a policy level. [4-0 vote]

Respectfully Submitted,

Lisa B. Vierling, MMC
City Clerk

Jason P. Ewing, Chairman

DRAFT

CITY OF HIGH POINT

AGENDA ITEM



Title: Zoning Map Amendment 17-07
(Rehab Engineering, PC)

From: Lee Burnette, Planning & Development
Director

Public Hearing: Yes

Meeting Date: June 19, 2017

Advertising Date: June 7, 2017 and June 14, 2017

Advertised By: Planning & Development

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

PURPOSE:

A request by Rehab Engineering, PC to rezone an approximate 0.79-acre parcel from the Light Industrial (LI) District to the Central Business (CB) District. The site is lying along the east side of S. Hamilton Street, approximately 60 feet north of E. Russell Avenue (317 S. 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 May 23, 2017, a public hearing was held before the Planning and Zoning Commission regarding Zoning Map Amendment 17-07. The Planning & Zoning Commission recommended **approval** of this request, by a vote of 6-0, as outlined in the staff report and recommended by staff.

PLANNING AND ZONING COMMISSION RECOMMENDATION

Rehab Engineering, PC

Zoning Map Amendment 17-07

At its May 23, 2017 public hearing, the Planning and Zoning Commission reviewed a request to rezone an approximate 0.79-acre parcel to the Central Business (CB) District. All members of the Commission were present except for Mr. Keith McInnis, Ms. Marie Stone 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 in favor of the request:

Speaking in favor of the request, on behalf of the applicant, was Mr. Jon Drexler, 401 East 4th Street, Winston-Salem, N.C. Mr. Drexler noted that the property is currently being used as a market showroom; however, the applicant would like to host other activities during non-market times of the year. Examples of such events would be weddings and after work banquets or functions for business professionals.

Speaking in opposition of the request:

No one spoke in opposition to this request.

Planning & Zoning Commission Action

The Planning & Zoning Commission recommended **approval** of this request, as recommended by staff, by a vote of 6-0.

Upon making its recommendation, the Planning & Zoning Commission stated that its approval of Zoning Map Amendment 17-07 would be consistent with the City's adopted plans. Additionally, the Commission concurred with the staff report and found its approval recommendation reasonable and in the public interest because:

- 1) The request is consistent with the Land Use Plan; and
- 2) The request is consistent with previous zoning approvals, which have established the CB District along this segment of S. Hamilton Street.

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

**STAFF REPORT
ZONING MAP AMENDMENT 17-07
May 23, 2017**

Request	
Applicant: Rehab Engineering, PC	Owner: Hamilton Street Partners, LLC
Zoning Proposal: To rezone an approximate 0.79-acre parcel.	From: LI Light Industrial District
	To: CB Central Business District

Site Information	
Location:	Lying along the east side of S. Hamilton Street, approximately 60 feet north of E. Russell Avenue (317 S. Hamilton Street).
Tax Parcel Number:	Guilford County Tax Parcel 0171552
Site Acreage:	Approximately 0.79 acres
Current Land Use:	Market showroom use
Physical Characteristics:	The site is fully developed and has no noteworthy features.
Water and Sewer Proximity:	Both a 10-inch City water line and an 8-inch City sewer line lie adjacent to the site along S. Hamilton Street.
General Drainage and Watershed:	The site is relatively flat and drains in a general southwesterly direction, and development is subject to the Randleman Lake General Watershed Area (GWA) requirements. Engineered stormwater measures are required for non-residential development with an impervious surface area that exceeds 6% or more of the site.
Overlay District:	Randleman Lake General Watershed Area (GWA)

Adjacent Property Zoning and Current Land Use			
North:	CU-CB	Conditional Use Central Business District	Market Showroom
South:	LI	Light Industrial District	Parking lot
East:	LI	Light Industrial District	Norfolk Southern Railroad
West:	CB	Central Business District	Market Showroom and parking lots

Relevant Land Use Policies and Related Zoning History	
Community Growth Vision Statement:	<u>Goal 4:</u> Make Downtown High Point and its environs a vibrant, diverse and mixed use environment. <u>Obj. 4D:</u> Establish more retail shops, services, restaurants, and entertainment through zoning and/or incentives.
Land Use Plan Map Classification:	The site has a Community/Regional Commercial land use designation. This classification is intended to accommodate a wide range of retail or service uses intended to serve the entire community and nearby regional customers.

Land Use Plan Goals, Objectives & Policies:	This request is neither in conflict, nor does it promote, the goals and objectives of the Land Use Plan.
Relevant Area Plan:	<u>Core City Plan:</u> The site is identified as being in the Showroom District, which is intended to be the area where market showrooms will continue to be the predominant use. However, non-furniture businesses that provide year-round activity are also encouraged within this district.
Zoning History:	The property to the north of this current zoning site, 305 & 307 S. Hamilton Street, was rezoned from the LI to the CB District in 2015. Other than this 2015 zoning case, there have been no recent rezoning actions in this immediate area.

Transportation Information				
Adjacent Streets:	Name		Classification	Approx. Frontage
	S. Hamilton Street		Major Thoroughfare	176 ft.
Vehicular Access:	S. Hamilton Street (public road)			
Traffic Counts: (Average Daily Trips)	S. Hamilton Street		1,300 ADT (NCDOT 2015 traffic count)	
Estimated Trip Generation:	Not applicable			
Traffic Impact Analysis (TIA):	Required		TIA Comments	
	<u>Yes</u>	<u>No</u> X	None	
Pedestrian Access:	Development of the site is subject to the sidewalk requirements of the Development Ordinance.			
Conditions:	None			

School District Comment
Not applicable to this zoning case.

Details of Proposal

Although within the downtown area, the site is zoned Light Industrial (LI). The property owner desires rezoning to the Central Business (CB) District zoning classification to expand allowable commercial uses. The applicant would also like to gain development flexibility in regards to building setback, parking and landscaping standards that is afforded to adjacent properties in the downtown that are zoned CB District. The zoning site is currently used as a market showroom during the bi-annual High Point Market. Additionally, the property owner desires to use the building as an event center or assembly use during other times of the year. The assembly use type is not permitted in the LI District; thus, the applicant has requested rezoning to the CB District.

Staff Analysis

The subject site is within that portion of the City generally known as the downtown. The adopted Land Use Map designates this area as Community Regional Commercial, which permits a wide range of retail or service uses intended to serve the entire community and nearby regional customers. The requested CB District has been firmly established in this area as several parcels along the east side of S. Hamilton Street, and the entire block along the west side of S. Hamilton Street, is zoned CB

District. The requested CB District zoning will continue to allow market showrooms and expands allowable uses to include the assembly use type desired by the applicant.

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;

Staff Comments:

The request would change the zoning of the site to the same district as adjacent properties to the north and west. It is consistent with the Land Use Plan designation for the area and does not conflict with any land use policies.

Reasonableness/Public Interest:

An approval of the proposed Conditional Zoning District is considered reasonable and in the public interest.

Staff Comments:

In this case, staff suggests that the approval of this request is reasonable and in the public interest because:

- 1) The request is consistent with adopted plans; and
- 2) The request is consistent with previous zoning approvals, which have established the CB District along this segment of S. Hamilton Street.

Recommendation

Staff Recommends Approval:

The Planning & Development Department recommends approval of the request to rezone this 0.70-acre area to the CB District.

Required Action

Planning and Zoning Commission:

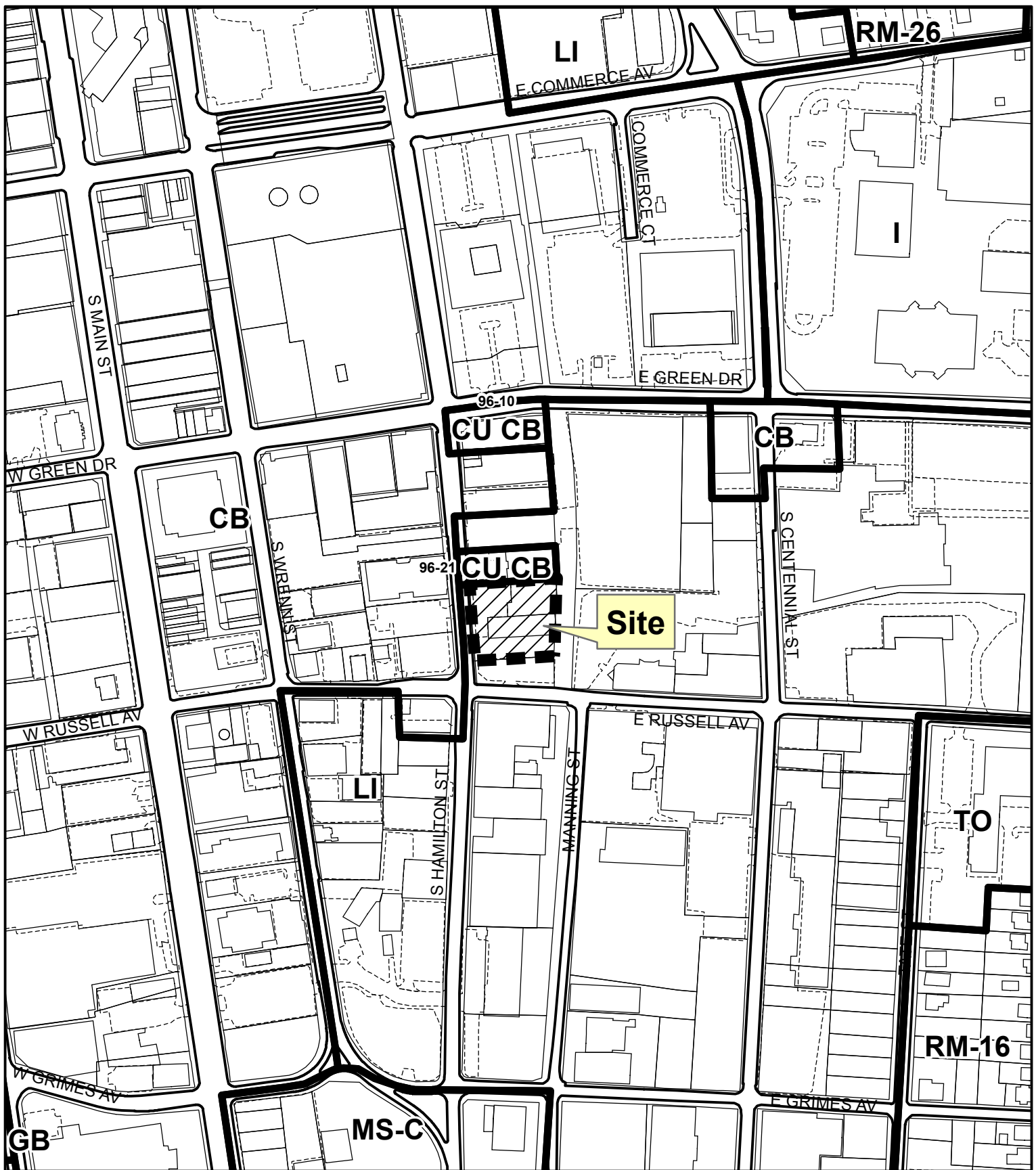
The NC General Statutes require that the Planning and Zoning Commission place in the official record a statement of consistency with the City's adopted plans when making its recommendation. This may be accomplished by adopting the statements in the Staff Analysis section of this report or by adopting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



ZONING MAP AMENDMENT ZA-17-07

From: Light Industrial
To: Central Business

Existing Zoning Boundary —————
Subject Property Boundary - - - - -

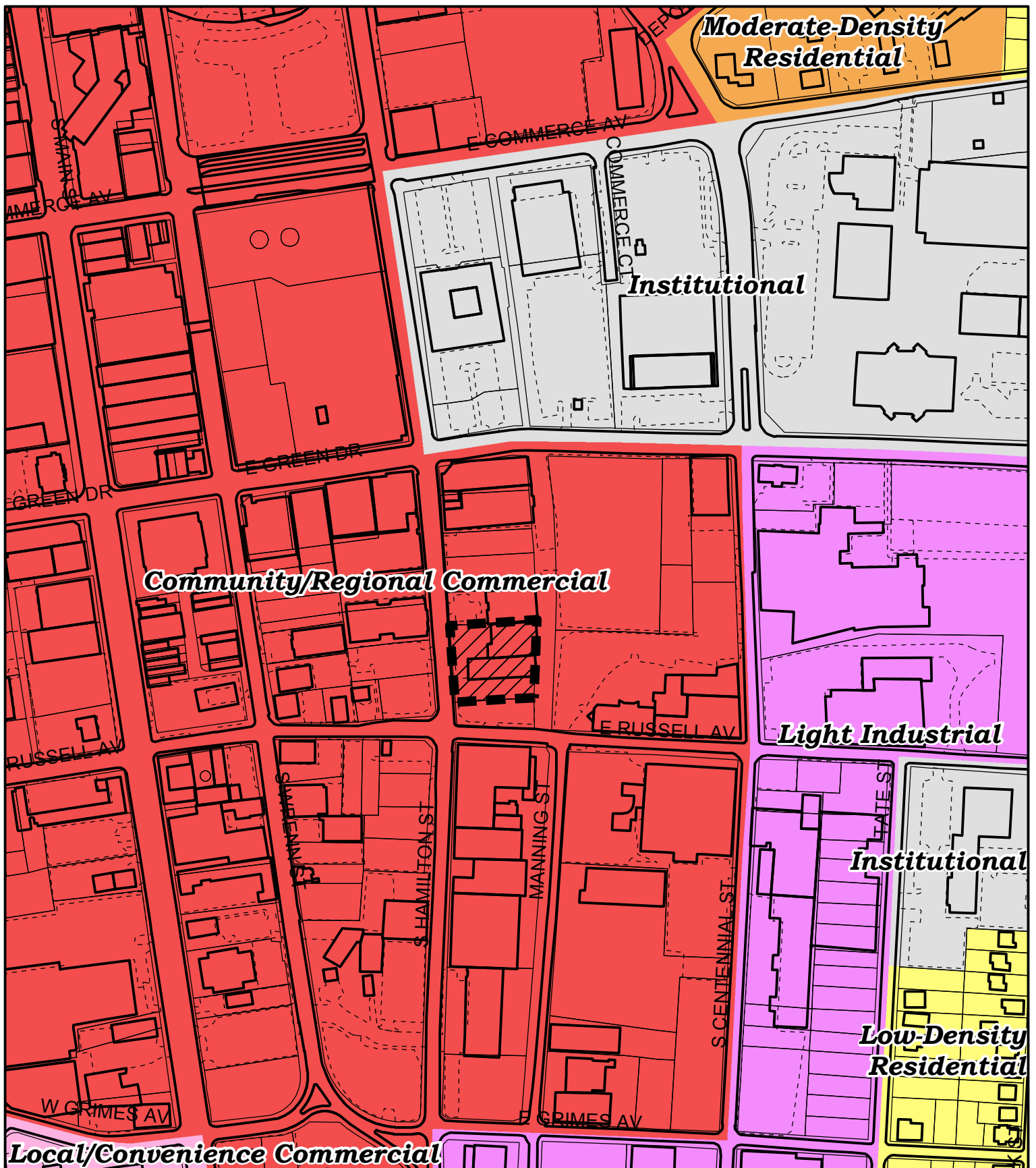
**Planning & Development
 Department**

City of High Point

Date: May 23, 2017



Scale: 1"=300'
 G:/Planning/Secure/ba-pz/
 2017/pz/za17-07.mxd



ZONING MAP AMENDMENT ZA-17-07

Land Use Plan

Existing Land Use Plan
Subject Property Boundary



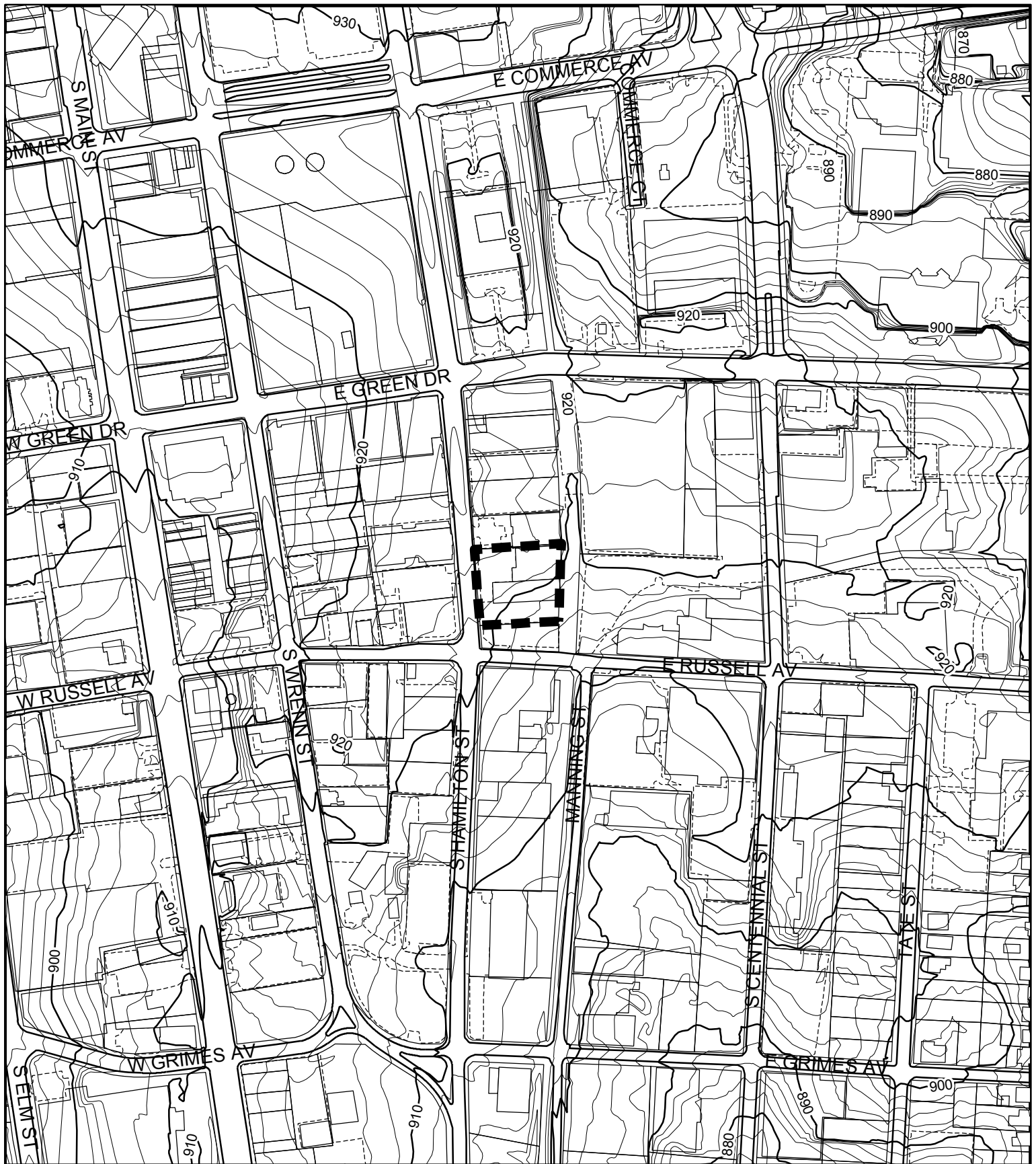
Planning & Development
Department

City of High Point

Date: May 23, 2017



Scale: 1"=400'
G:\Planning\Secure\ba-pz\2017\pz\za17-07\lu.mxd



ZONING MAP AMENDMENT ZA-17-07

Topography

Subject Property Boundary - - - - -

Planning & Development
Department

City of High Point

Date: May 23, 2017



Scale: 1"=300'

G:\Planning\Secure\ba-pz/
2017\pz\za17-07\topo.mxd

ZONING MAP AMENDMENT ZA-17-07



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 May 23, 2017 and before the City Council of the City of High Point on June 19, 2017 regarding **Zoning Map Amendment Case 17-07 (ZA-17-07)** 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 May 14, 2017, for the Planning and Zoning Commission public hearing and on June 7, 2017 and June 14, 2017, 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 **June 19, 2017**.

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: **Central Business (CB) District**. The property is approximately 0.79 acres and lying along the east side of S. Hamilton Street, approximately 60 feet north of E. Russell Avenue (317 S. Hamilton Street). The property is also known as Guilford County Tax Parcel 0169235.

SECTION 2

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 3

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

SECTION 4.

This ordinance shall become effective upon the date of adoption.

19th day of **June, 2017**.

Lisa B. Vierling, City Clerk

Citizens Information Meeting Report Zoning Map Amendment 17-07

Submitted by: Mr. D. Flay Blalock, on behalf of
Hamilton Street Partners, LLC



RehabENGINEERING, P.C.

401 East Fourth Street, Suite 201
Winston-Salem, NC 27101-4171
336 714.8935 fax 336 722.9872
www.rehab-eng.com

May 1, 2017

TO: Planning & Development Office, City of High Point, NC

FROM: Flay Blalock, **RehabENGINEERING, P.C.**

RE: Zoning Map Amendment Citizen Information Letter Report

RehabENGINEERING, P.C., on behalf of *Hamilton Street Partners, LLC*, has completed the Citizen Information Meeting requirement in support of our petition for a Zoning Map Amendment for the property located at 317 South Hamilton Street, High Point, NC 27260 (Record ID ZA-17-107). As required, all surrounding property owners within 300 feet of the proposed zoning site were notified by **RehabENGINEERING**. Please refer to the Surrounding Property Owner List attached.

In lieu of a Citizen Information Meeting, and in accordance with guidance from the City of High Point Planning & Development department, a Citizen Information Letter was prepared and sent to surrounding property owners to provide them with adequate information regarding our petition for a Zoning Map Amendment. This correspondence also included contact information and instructions to direct questions, comments, and/or concerns to **RehabENGINEERING**. The attached Citizen Information Letter was mailed to surrounding property owners on 4/21/17.

To date, **RehabENGINEERING** has received no correspondence from surrounding property owners in reference to this matter.

Please let me know if you have any questions regarding this report.

Best Regards,

A handwritten signature in blue ink, appearing to read 'D. Flay Blalock', is written over the typed name and company.

D. Flay Blalock, P.E.
RehabENGINEERING, P.C.

ENC: Citizen Information Letter
Property Location Map
Surrounding Property Owner List

CC: Jon Drexler, RE
Douglas Lynn Jr., *Hamilton Street Partners, LLC*
Billie Buskirk, *Villa de l'Amor*



RehabENGINEERING, P.C.

401 East Fourth Street, Suite 201
Winston-Salem, NC 27101-4171
336 714.8935 fax 336 722.9872
www.rehab-eng.com

April 19, 2017

TO: Owners of property near 317 South Hamilton Street, High Point, NC 27260

FROM: Flay Blalock, Rehab Engineering, P.C.

RE: Zoning Map Amendment Citizen Information Letter

RehabENGINEERING, P.C., on behalf of *Hamilton Street Partners, LLC*, has submitted a Zoning Map Amendment (Rezoning) Application to the City of High Point Planning and Development department for the property located at 317 South Hamilton Street, High Point, NC 27260. The application requests that the Zoning District designation for this property be changed from its current designation of *Light Industrial (LI)* to *Central Business (CB)*.

The rezoning request is in conjunction with a Commercial Construction Permit Application to complete a Change of Use request for the building located at the above address. Currently, the building is used twice a year as a furniture showroom during the High Point Market. The building owner leases the building to a tenant during the rest of the year who will be utilizing the building as a banquet hall (for events like wedding receptions and the like). The new zoning designation being sought would allow the property to serve both functions, per City of High Point guidelines.

As required by the rezoning process, all surrounding property owners within 300 feet of the proposed zoning site must be notified by the applicant and a Citizen Information Meeting must be held. However, in accordance with approved means of notification from the applicant per the City of High Point Planning and Development office, this information letter shall serve as the means of notification in lieu of a Citizen Information Meeting.

Please write, email, or call **RehabENGINEERING** by April 30, 2017 with any comments, questions or concerns regarding this rezoning request.

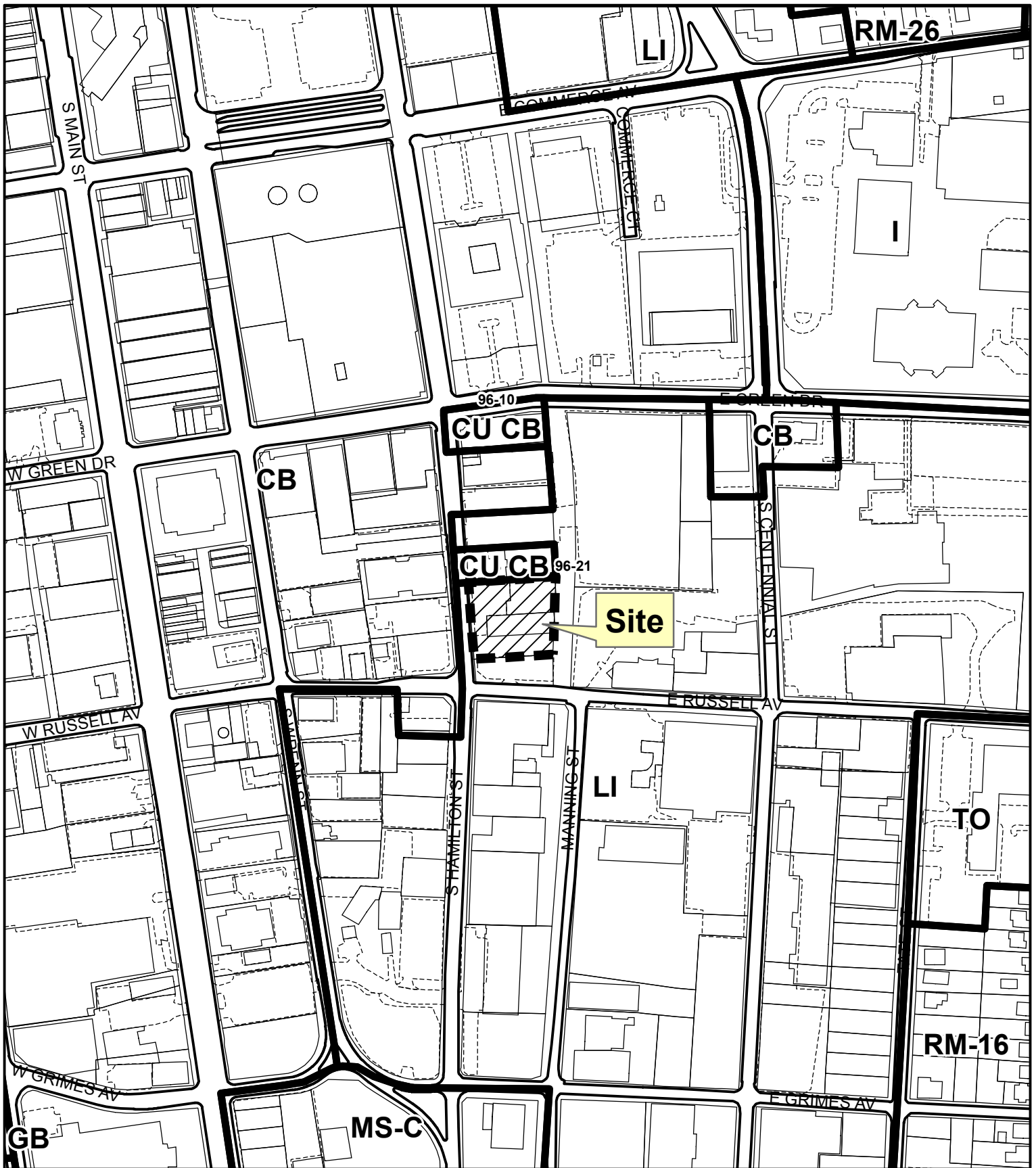
With kind regards,



D. Flay Blalock, P.E.
RehabENGINEERING, P.C.

ENC: Property Location Map

CC: Jon Drexler, RE
Douglas Lynn Jr, Hamilton Street Partners, LLC
Billie Buskirk, Villa de l'Amor



ZONING MAP AMENDMENT ZA-17-07

From: LI
To: CB

Existing Zoning Boundary
Subject Property Boundary

**Planning & Development
 Department**

City of High Point

Date:



Scale: 1"=300'
 G:\Planning\Secure\ba-pz/
 2017\pz\za17-0 .mxd

13812 SOUTH FIGUEROA LLC
13812 SOUTH FIGUEROA ST
LOS ANGELES CA 90061

AMERICRAFT PROPERTIES LLC
205 W WESTWOOD AVE
HIGH POINT NC 27262

BENCINI REALTY LTD
4193 EAGLE HILL DR SUITE 103
HIGH POINT NC 27265

BROWNLOW INVESTMENTS LLC
441 N CHIMNEY ROCK RD
GREENSBORO NC 27410

COOP & COCK LLC
417 S WRENN ST
HIGH POINT NC 27260

CORNERSTONE PROPERTIES LLC
8949 BUFFALO AVE
RANCHO CUCAMONGA CA 91730

GUILFORD COUNTY
PO BOX 3427
GREENSBORO NC 27402

HAMILTON STREET PARTNERS LLC
9019 SOMERSET BAY SUITE 402
VERO BEACH FL 32963

HUNTINGTON FURNITURE INDUSTRIES INC
4193 EAGLE HILL DR SUITE 103
HIGH POINT NC 27265

IHFC PERIPHERAL PROPERTIES SPE LLC
475 S GRAND CENTRAL PKWY STE 1615
LAS VEGAS NV 89106

JOHNSON FAMILY ALPHA LIMITED
1207 YORKSHIRE DR
HIGH POINT NC 27262

LAM, TAWNY
6565 E WASHINGTON BLVD
COMMERCE CA 90040

RFG GLOBAL DESIGN GROUP LLC
2833 SWANN LAKE DR
HIGH POINT NC 27262

ROSER, EVE JOHNSON ; ROSER, JOHN LOUIS JR
2200 KSNOY RD
THOMASVILLE NC 27360

SHOWPLACE PROPERTIES LLC
PO DRAWER 2086
HIGH POINT NC 27261

SOUTHEAST SHOWROOM LLC
1947 N.FAYETTEVILLE STREET
ASHEBORO NC 27204

TGFWHP LLC
150 N MARKET ST
WICHITA KS 67202

CITY OF HIGH POINT

AGENDA ITEM



Title: Approval of FY 2017-2018 Market Authority Budget

From: Eric Olmedo, Budget Director

Meeting Date: June 19, 2017

Public Hearing: N/A

Advertising Date: N/A

Advertised By: N/A

Attachments: Market Authority budget

PURPOSE:

To approve the FY 2017-2018 Market Authority budget.

BACKGROUND:

The Market Authority requests that the City Council consider its draft budget. This draft budget will be finalized by the Market Authority Board on June 22, 2017.

BUDGET IMPACT:

n/a

RECOMMENDATION / ACTION REQUESTED:

The Budget Department recommends and asks the Council to consider the FY 2017-2018 Market Authority budget.

High Point Market Authority | 2017-18 Budget_City

Code	Revenue	2015-16 Budget	2015-16 Actual	2016-17 Budget	2016-17 Forecast (includes additional \$600K from NCDOT)	2017-18 Budget
High Point Area						
4001	Show Room License	\$ 1,600,000.00	\$ 1,619,927.29	\$ 1,610,000.00	\$ 1,620,000.00	\$ 1,650,000.00
4002	Occupancy Tax (Guilford)	\$ 350,000.00	\$ 381,631.04	\$ 330,000.00	\$ 330,000.00	\$ 375,000.00
4003	HPCVB	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00
4004	City of High Point	\$ 1,000,000.00	\$ 948,297.21	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00
4005	Guilford County	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00
	Total	\$ 3,175,000.00	\$ 3,174,855.54	\$ 3,165,000.00	\$ 3,175,000.00	\$ 3,250,000.00
State of North Carolina						
4011	NCDOT	\$ 1,200,000.00	\$ 1,200,000.00	\$ 1,200,000.00	\$ 1,200,000.00	\$ 1,200,000.00
4012	NCDOT	\$ 655,472.00	\$ 1,155,472.00	\$ 1,155,472.00	\$ 1,755,472.00	\$ 1,555,472.00
	Total	\$ 1,855,472.00	\$ 2,355,472.00	\$ 2,355,472.00	\$ 2,955,472.00	\$ 2,755,472.00
Other						
4024	Sponsorships	\$ 130,000.00	\$ 383,200.00	\$ 200,000.00	\$ 300,000.00	\$ 250,000.00
4022	Interest	\$ 25,000.00	\$ 8,624.16	\$ 7,000.00	\$ 10,000.00	\$ 9,000.00
4023	Miscellaneous	\$ 5,000.00	\$ 36,208.21	\$ 5,000.00	\$ 11,000.00	\$ 8,000.00
	Total	\$ 160,000.00	\$ 428,032.37	\$ 212,000.00	\$ 321,000.00	\$ 267,000.00
Total Revenue						
	Total Revenue	\$ 5,190,472.00	\$ 5,958,359.91	\$ 5,732,472.00	\$ 6,451,472.00	\$ 6,272,472.00

Budget Code	Expense	2015-16 Budget	2015-16 Actual	2016-17 Budget	2016-17 Forecast (includes additional \$600K from NCDoc)	2017-18 Budget
Executive Leadership & Admin						
5001	Salaries & Benefits	\$ 325,000.00	\$ 331,712.95	\$ 390,000.00	\$ 380,000.00	\$ 390,000.00
5002	Board of Directors	\$ 5,000.00	\$ 1,324.97	\$ 5,000.00	\$ 14,000.00	\$ 10,000.00
5003	Audit	\$ 20,000.00	\$ 15,250.00	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00
5004	Travel & Entertainment	\$ 20,000.00	\$ 19,960.35	\$ 20,000.00	\$ 29,000.00	\$ 23,000.00
5005	Telephone (Mobile & VoIP)	\$ 26,000.00	\$ 24,904.51	\$ 26,000.00	\$ 26,000.00	\$ 26,000.00
5006	Government Relations	\$ 35,000.00	\$ 56,514.03	\$ 60,000.00	\$ 65,000.00	\$ 70,000.00
5007	IT Services	\$ 20,000.00	\$ 15,926.42	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
5009	Equipment Purchase	\$ 15,000.00	\$ 3,968.87	\$ 5,000.00	\$ 10,000.00	\$ 7,000.00
5010	P&C, Liability Insurance	\$ 13,000.00	\$ 6,131.00	\$ 13,000.00	\$ 9,000.00	\$ 10,000.00
5011	Equipment Maintenance & Repair	\$ 5,000.00	\$ 306.09	\$ 3,500.00	\$ 1,000.00	\$ 1,000.00
5012	Memberships & Subscriptions	\$ 16,000.00	\$ 19,420.71	\$ 18,000.00	\$ 19,000.00	\$ 20,000.00
5013	Office Supplies & Printing	\$ 10,000.00	\$ 9,840.28	\$ 10,000.00	\$ 12,000.00	\$ 10,000.00
5014	Postage	\$ 3,600.00	\$ 2,464.43	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
5016	Rent	\$ 16,400.00	\$ 16,400.28	\$ 16,400.00	\$ 16,400.00	\$ 16,400.00
5018	Bank Service Charges	\$ 1,000.00	\$ 367.20	\$ 500.00	\$ 500.00	\$ 500.00
5019	City & County Taxes	\$ 1,600.00	\$ 1,358.40	\$ 1,600.00	\$ 1,400.00	\$ 1,500.00
5020	Misc Expenses	\$ 5,000.00	\$ 7,283.06	\$ 5,000.00	\$ 15,000.00	\$ 5,000.00
5023	Accounting & Payroll Fees	\$ 41,000.00	\$ 39,329.94	\$ 41,000.00	\$ 41,000.00	\$ 41,000.00
	Total	\$ 578,600.00	\$ 572,463.49	\$ 656,000.00	\$ 680,300.00	\$ 672,400.00
Transportation						
5104	Contractor Management/ Personnel	\$ 220,000.00	\$ 214,186.00	\$ 212,000.00	\$ 212,000.00	\$ 215,000.00
5105	Vehicle Operations	\$ 1,020,000.00	\$ 1,000,951.10	\$ 990,000.00	\$ 997,000.00	\$ 1,020,000.00

Budget Code	Expense	2015-16 Budget	2015-16 Actual	2016-17 Budget	2016-17 Forecast (includes additional \$600K from NCDOT)	2017-18 Budget
5106	Supplies	\$ 3,000.00	\$ 5,210.46	\$ 1,700.00	\$ 1,500.00	\$ 3,000.00
5107	Tents	\$ 4,000.00	\$ 1,725.34	\$ 2,000.00	\$ 2,500.00	\$ 3,000.00
5108	Rent	\$ 12,500.00	\$ 12,499.92	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00
5109	MA Salaries and Benefits	\$ 181,000.00	\$ 180,931.76	\$ 191,000.00	\$ 191,000.00	\$ 202,500.00
5110	Part-time Event Staff	\$ 30,000.00	\$ 29,664.15	\$ 35,000.00	\$ 30,000.00	\$ 35,000.00
5112	Signage/Street Improvements	\$ 30,000.00	\$ 8,800.94	\$ 20,000.00	\$ 12,000.00	\$ 15,000.00
5113	Trainings/Meetings	\$ 1,000.00	\$ 134.09	\$ 500.00	\$ 4,000.00	\$ 3,000.00
5114	Miscellaneous	\$ -	\$ -	\$ 500.00	\$ 500.00	\$ 500.00
5115	Transportation Command Center	\$ 1,500.00	\$ 557.32	\$ 1,000.00	\$ 5,000.00	\$ 6,000.00
	Total	\$ 1,503,000.00	\$ 1,454,661.08	\$ 1,466,200.00	\$ 1,468,000.00	\$ 1,515,500.00
Parking						
5201	Davis Lot (South)	\$ 80,000.00	\$ 84,500.00	\$ 80,000.00	\$ 80,000.00	\$ 80,000.00
5202	Oak Hollow Lot (North)	\$ 38,000.00	\$ 36,960.00	\$ 37,000.00	\$ 37,000.00	\$ 37,000.00
5204	Maintenance & Security	\$ 15,000.00	\$ 9,767.28	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
	Total	\$ 133,000.00	\$ 131,227.28	\$ 127,000.00	\$ 127,000.00	\$ 127,000.00
Centralized Registration						
5301	Professional Fees, Services & Upgrades	\$ 108,000.00	\$ 131,868.85	\$ 125,000.00	\$ 167,000.00	\$ 167,000.00
5302	MA Salaried Personnel	\$ 123,000.00	\$ 114,264.40	\$ 127,000.00	\$ 123,000.00	\$ 137,000.00
5304	Postage	\$ 34,000.00	\$ 16,953.88	\$ 34,000.00	\$ 34,000.00	\$ 34,000.00
5305	Part-Time Event Staff	\$ 63,000.00	\$ 57,462.61	\$ 68,000.00	\$ 75,000.00	\$ 72,000.00
5306	Ethernet Fiber Connections	\$ 10,000.00	\$ 8,910.00	\$ 14,000.00	\$ 9,720.00	\$ 10,000.00
5307	Supplies	\$ 4,000.00	\$ 538.62	\$ 15,000.00	\$ 20,422.43	\$ 25,000.00

Budget Code	Expense	2015-16 Budget	2015-16 Actual	2016-17 Budget	2016-17 Forecast (includes additional \$600K from NCDOT)	2017-18 Budget
5308	Training/Meetings	\$ 1,000.00	\$ 550.66	\$ 1,000.00	\$ 37,500.00	\$ 1,000.00
5313	Travel/ Shipping	\$ 40,000.00	\$ 16,152.84	\$ 40,000.00	\$ 40,000.00	\$ 45,000.00
5314	Auxiliary Services	\$ 10,000.00	\$ 12,665.83	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
	Total	\$ 393,000.00	\$ 359,367.69	\$ 434,000.00	\$ 516,642.43	\$ 501,000.00
Marketing						
5401	Printed Collateral	\$ 65,000.00	\$ 71,934.64	\$ 75,000.00	\$ 100,000.00	\$ 100,000.00
5403	Advertising: Print/Digital/Email	\$ 320,000.00	\$ 346,049.26	\$ 337,702.60	\$ 417,702.60	\$ 417,702.60
5405	Agency Fees/Creative	\$ 320,000.00	\$ 316,074.04	\$ 335,000.00	\$ 365,000.00	\$ 365,000.00
5406	MA Salaries & Benefits	\$ 116,000.00	\$ 105,248.35	\$ 117,000.00	\$ 100,000.00	\$ 65,000.00
5407	PR/ Freelance	\$ 25,000.00	\$ 83,243.38	\$ 80,000.00	\$ 75,000.00	\$ 80,000.00
5408	Postage	\$ 90,000.00	\$ 105,630.08	\$ 105,500.00	\$ 105,500.00	\$ 105,500.00
5409	Telemarketing	\$ 125,000.00	\$ 47,015.40	\$ 20,000.00	\$ 14,000.00	\$ 5,000.00
5410	Signage	\$ 10,000.00	\$ 15,681.00	\$ 8,000.00	\$ 18,000.00	\$ 18,000.00
5411	Media Center	\$ 92,000.00	\$ 132,857.08	\$ 110,000.00	\$ 125,000.00	\$ 125,000.00
5413	Travel & Entertainment	\$ 25,000.00	\$ 13,430.93	\$ 12,000.00	\$ 6,000.00	\$ 12,000.00
5415	Rent	\$ 12,500.00	\$ 12,499.92	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00
5417	Photo/ Video	\$ 75,000.00	\$ 80,550.14	\$ 75,000.00	\$ 85,000.00	\$ 100,000.00
5418	Industry Education: DVS Speakers	\$ 32,000.00	\$ 74,081.13	\$ 64,000.00	\$ 60,000.00	\$ 60,000.00
5420	Promotional Goods	\$ 7,000.00	\$ 11,681.87	\$ 14,000.00	\$ 45,000.00	\$ 40,000.00
5421	Website/Data/Analytics	\$ 250,000.00	\$ 302,886.65	\$ 300,000.00	\$ 300,000.00	\$ 300,000.00
5422	Mail house Services	\$ 45,000.00	\$ 45,065.29	\$ 45,500.00	\$ 45,500.00	\$ 45,500.00
5423	List Acquisition	\$ 2,000.00	\$ 14,110.26	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
5424	Database Management	\$ 47,000.00	\$ 11,670.45	\$ 12,500.00	\$ 30,000.00	\$ 30,000.00

Budget Code	Expense	2015-16 Budget	2015-16 Actual	2016-17 Budget	2016-17 Forecast (includes additional \$600K from NCD0C)	2017-18 Budget
5426	Sales Tax	\$ 25,000.00	\$ 24,293.72	\$ 27,000.00	\$ 27,000.00	\$ 27,000.00
5427	Sponsored Marketing/SS/Speakers	\$ 100,000.00	\$ 105,630.24	\$ 120,000.00	\$ 235,000.00	\$ 225,000.00
5428	Miscellaneous Expenses	\$ 5,000.00	\$ 59,198.31	\$ 10,000.00	\$ 60,000.00	\$ 60,000.00
5429	Sponsorship Expenses	\$ 65,000.00	\$ 376,237.62	\$ 150,000.00	\$ 175,000.00	\$ 175,000.00
5430	Depreciation		\$ 49,563.96	\$ 180,000.00	\$ 210,000.00	\$ 248,411.06
	Total	\$ 1,853,500.00	\$ 2,404,633.72	\$ 2,211,702.60	\$ 2,612,202.60	\$ 2,617,613.66
Guest Services						
5502	Talent/ Operations/ Production	\$ 350,000.00	\$ 396,920.25	\$ 350,000.00	\$ 395,000.00	\$ 385,000.00
5503	MA Salaries & Benefits	\$ 115,000.00	\$ 96,911.70	\$ 127,000.00	\$ 95,000.00	\$ 129,000.00
5505	Food & Beverage	\$ 131,000.00	\$ 121,426.87	\$ 131,000.00	\$ 140,000.00	\$ 135,000.00
5507	International Services	\$ 28,000.00	\$ 25,862.70	\$ 30,000.00	\$ 30,000.00	\$ 35,000.00
5509	Program Operations (formerly equipment/supplies)	\$ 25,000.00	\$ 42,593.44	\$ 125,000.00	\$ 125,000.00	\$ 65,000.00
5512	Contract Labor	\$ 30,000.00	\$ 32,692.93	\$ 30,000.00	\$ 34,000.00	\$ 35,000.00
5513	Rent	\$ 12,500.00	\$ 12,499.92	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00
	Total	\$ 691,500.00	\$ 728,907.81	\$ 805,500.00	\$ 831,500.00	\$ 796,500.00
5600	Contingency	\$ -	\$ -	\$ -	\$ -	\$ -
5700	Depreciation	\$ 36,866.52	\$ 22,076.38	\$ 18,650.00	\$ 31,000.00	\$ 21,366.92
8520	Interest Expense	\$ -	\$ 431.37	\$ 500.00	\$ 500.00	\$ 500.00
	Total Expense	\$ 5,189,466.52	\$ 5,673,768.82	\$ 5,719,552.60	\$ 6,267,145.03	\$ 6,251,880.58
	Total Income	\$ 5,190,472.00	\$ 5,958,359.91	\$ 5,732,472.00	\$ 6,451,472.00	\$ 6,272,472.00
	Surplus/Deficit	\$ 1,005.48	\$ 284,591.09	\$ 12,919.40	\$ 184,326.97	\$ 20,591.42

High Point Market Authority 2016-17 Budget

Budget Code	Account	2014-15 Budget	2015-16 Budget	2016-17 Budget	2017-18 Budget
121	Office Furniture	\$ 1,000.00	\$ -	\$ 1,000.00	
123	Office Equipment	\$ 1,000.00	\$ 5,000.00	\$ 500.00	
125	Computer Equipment	\$ 4,000.00	\$ 7,000.00	\$ 3,000.00	
127	Market Equipment	\$ 700.00	\$ 1,000.00	\$ 1,000.00	
129	Leasehold Improvements	\$ 4,000.00	\$ -	\$ -	
130	Market Technology & Hardware			\$ 70,000.00	
	Total	\$ 10,700.00	\$ 13,000.00	\$ 75,500.00	

CITY OF HIGH POINT

AGENDA ITEM



Title: Zoning Map Amendment 17-06
(Peters Holdings, LLC)

From: Lee Burnette, Planning & Development
Director

Meeting Date: June 19, 2017

Public Hearing: Yes

Advertising Date: June 7, 2017 and June 14, 2017

Advertised By: Planning & Development

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

PURPOSE:

A request by Peters Holdings, LLC to rezone approximately 11.09 acres from a Conditional Use Office Institutional (CU-OI) District to a Conditional Zoning Office Institutional (CZ-OI) District. The site is lying west of Skeet Club Road, north of Whites Mill Road and along both sides of Peters Court.

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 May 23, 2017, a public hearing was held before the Planning and Zoning Commission regarding Zoning Map Amendment 17-06. The Planning & Zoning Commission recommended **approval** of this request, by a vote of 6-0, as outlined in the staff report and recommended by staff.

PLANNING AND ZONING COMMISSION RECOMMENDATION

Peters Holdings, LLC

Zoning Map Amendment 17-06

At its May 23, 2017 public hearing, the Planning and Zoning Commission reviewed a request to rezone approximately 11.09 acres from a Conditional Use Office Institutional (CU-OI) District to a Conditional Zoning Office Institutional (CZ-OI) District. All members of the Commission were present except for Mr. Keith McInnis, Ms. Marie Stone 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 in favor of the request:

Speaking in favor of the request, on behalf of the applicant, was Attorney Tom Terrell, 529 West Parkway Avenue, High Point, N.C. Mr. Terrell stated that the rezoning makes it possible for a right in/right out access point, but that the proposal does not expand the allowed uses. He said that the rezoning simply unifies the land under one set of zoning regulations and makes it easier for the land to be developed.

Speaking in opposition of the request:

No one spoke in opposition to this request.

Planning & Zoning Commission Action

The Planning & Zoning Commission recommended **approval** of this request, as recommended by staff, by a vote of 6-0.

Upon making its recommendation, the Planning & Zoning Commission stated that its approval of Zoning Map Amendment 17-06 would be consistent with the City's adopted plans. Additionally, the Commission concurred with the staff report and found its approval recommendation reasonable and in the public interest because:

- 1) The request is consistent with the Land Use Plan;
- 2) The proposal does not change any permitted uses; it simply combines four separate CU-OI Districts into a single CZ-OI District; and
- 3) The applicant has offered to provide higher landscaping standards adjacent to the single-family subdivision. This condition meets the intent of objection 11 of the Land Use Plan and carries forward the intent from previous zoning approvals to establish higher landscaping standards next to the adjacent single family subdivision.

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

**STAFF REPORT
ZONING MAP AMENDMENT 17-06
May 23, 2017**

Request	
Applicant: Peters Holdings, LLC	Owners: Peters Holdings, LLC; Bethlehem, LLC and Peters Office Complex Association, Inc.
Zoning Proposal: To rezone seven parcels, governed by four separate zoning approvals, into a single updated CZ-OI District	From: CU-OI Conditional Use Office Institutional District
	To: CZ-OI Conditional Zoning Office Institutional District

Site Information	
Location:	The site is lying west of Skeet Club Road, north of Whites Mill Road and along both sides of Peters Court.
Tax Parcel Numbers:	Guilford County Tax Parcels 0204620, 0204643, 0204659, 0204660, 0204661, 0204662 and 0204664
Site Acreage:	Approximately 11.09 acres
Current Land Use:	Existing land uses consist of a mixture of developed and undeveloped parcels associate with a medical office park.
Physical Characteristics:	The site is partially developed with three structures ranging in height from one to three stories. The two remaining undeveloped parcels are partially wooded. The property has a relatively flat to gently sloping terrain with no noteworthy environmental features.
Water and Sewer Proximity:	A network of 8 & 12-inch City water lines and an 8-inch City sewer line lie adjacent to the site within Skeet Club Road, Whites Mill Road and Peters Court.
General Drainage and Watershed:	The site drains in a general southwesterly direction and is lying within the City Lake General Watershed (GWA), Oak Hollow Lake General Watershed (GWA) and the Oak Hollow Lake Watershed Critical Area (WCA) Tier 3. Engineered stormwater treatment measures are required for development with a total impervious surface area greater than 24%. However, development within that portion of the property within Tier 3 of the critical area is limited to 35% built-upon area or a maximum of two dwelling units per acre for single family development.
Overlay Districts:	Eastchester Gateway Corridor Overlay District City Lake General Watershed (GWA) Oak Hollow Lake General Watershed (GWA) Oak Hollow Lake Watershed Critical Area (WCA) Tier 3

Adjacent Property Zoning and Current Land Use			
North:	CU-OI	Conditional Use Office Institutional District	Assisted living facility
South:	R-3	Residential Single Family-3 District	City of High Point Fire Station, apartment complex and multi-tenant commercial development
	CU-OI	Conditional Use Office Institutional District	
	CU-RC	Conditional Use Regional Commercial District	
East:	CU-OI	Conditional Use Office Institutional District	Child care facility, veterinary hospital and multi-tenant commercial development
	CU-RC	Conditional Use Regional Commercial District	
West:	R-3	Residential Single Family-3 District	Single family dwellings

Relevant Land Use Policies and Related Zoning History	
Community Growth Vision Statement:	This request is neither in conflict, nor does it promote, the goals and objectives of the Community Growth Vision Statement.
Land Use Plan Map Classification:	The site has an Office land use designation. This classification is intended to accommodate professional, personal and business service uses.
Land Use Plan Goals, Objectives & Policies:	The following objective of the Land Use Plan is relevant to this request: Obj. #11. Enhance the aesthetic appearance of High Point by preserving the scenic quality of its major gateway streets and travel corridors and by providing appropriate landscaped buffers and transitional uses between low and high-intensity land uses.
Relevant Area Plan:	Not applicable
Zoning History:	In the mid-1980s, the zoning site and surrounding area was a mostly rural undeveloped area at the northern portion of the City's corporate limits. Starting in the mid-1980s through the late 2000s, this area developed via multiple zoning approvals including commercial retail uses along Eastchester Drive, office & assisted living facilities along Skeet Club Road and single family subdivisions to the west along Whites Mill Road.

Transportation Information				
Adjacent Streets:	Name		Classification	Approx. Frontage
	Skeet Club Road		Major Thoroughfare	430 ft.
	Whites Mill Road		Collector	540 ft.
Vehicular Access:	Existing access point from Whites Mill Road (Peters Court) and Skeet Club Road (private drive).			
Traffic Counts: (Average Daily Trips)	Skeet Club Road		16,000 ADT (NCDOT 2013 Traffic Count)	
Estimated Trip Generation:	Not applicable			
Traffic Impact Analysis (TIA):	Required		TIA Comments	
	<u>Yes</u>	<u>No</u> X	Improvements are required.	

Pedestrian Access:	Development of the site is subject to the sidewalk requirements of the Development Ordinance.
Comments:	One new access point is allowed to the Skeet Club Road from the northern most portion of the property. This access shall be right in/right out only.

School District Comment

Not applicable to this zoning case.

Details of Proposal

The is a request to rezone seven parcels, totaling approximately 11.09 acres, from the Conditional Use Office Institutional (CU-OI) District to an updated Conditional Zoning Office Institutional (CZ-OI) District. The applicant has purchased all the parcels in this medical park, which includes two undeveloped parcels. The zoning site is currently governed by four separate CUPs, two approved in the 1980s and two approved in the 1990s. Many of the development conditions from these zoning approvals no longer apply or only pertain to a specific parcel and not the entire 11.09-acre area. The applicant desires that all the parcels in this office complex be governed by a single zoning approval. Thus, they have submitted this Zoning Map Amendment application to establish a c CZ-OI District that will combine the four current CUP's into a new single Conditional Zoning Ordinance.

Most of the current zoning conditions are no longer applicable based on the manner the adjacent parcels have developed. The applicant has offered to establish an updated Conditional Zoning Ordinance focusing on landscaping buffers adjacent to the existing residential development to the west of the site and updating vehicular access conditions.

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.

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;

Staff Comments:

The proposal to zone the site to permit office uses is consistent with the Land Use Plan designation. The condition related to providing a vegetated buffer along the western boundary of the site is consistent with the Land Use Plan policy of having landscaped buffers between low and high-intensity land uses. Having these multiple zoning districts that are similar in nature combined into a single, updated conditional zoning district is appropriate for this location.

<u>Review Factors:</u> 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; <u>Staff Comments:</u> The request for updated zoning conditions does not change or introduce uses that are not already permitted. It will simply allow for more efficient use of the property.
<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.; <u>Staff Comments:</u> ❖ The applicant has proposed to revise and updated previous landscaping conditions imposed on the zoning site. In the 1980s it was anticipated that adjacent properties to the north, west and south would develop with single family detached dwellings and higher landscaping standards were imposed in those zoning approvals. Only the land area to the west developed in this manner; therefore, the updated zoning application only applies higher landscaping standards along the western boundary of the zoning site adjacent to the existing single family subdivision. ❖ A roadway improvement project consisting of widening and installing medians for Skeet Club Road is anticipated to be completed in the next few years. The applicant will retain the three current access points to the site. One additional access point, right-in/right-out only, is proposed near the northern property line of the site from Skeet Club Road to offer additional access options for traffic entering and exiting the site.
<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; <u>Staff Comments:</u> New development or redevelopment of parcels within this office complex is subject to 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; <u>Staff Comments:</u> The site is within an area currently served by City of High Point utilities and municipal services. Most of the site was developed with medical office uses and they have not had any adverse impact on municipal services.
<u>Factor #5</u>	Minimizes or effectively mitigates any identified adverse effect on the use, enjoyment or value of adjacent lands. <u>Staff Comments:</u> ❖ The Development Ordinance requires the installation of a Type B planting yard where office uses abut residential uses. On the undeveloped 4-acre parcel at the terminus of Peters Court, the applicant has offered to continue to provide higher landscaping standards where this parcel abuts the residential subdivision to the

	west. While maintaining the required Type B planting material rate, the applicant has offered a condition to either maintain a 55-foot wide undisturbed area or to install a wider than required (30 foot rather than 20 foot) Type B yard with an opaque fence. This landscaping condition offered by the applicant will create separation between the zoning site and abutting residential uses and will assist in protecting the value and enjoyment of adjacent residential properties. ❖ The Development Ordinance includes perimeter parking lot landscaping standards that require the installation of evergreen planting materials along the perimeter of the parking lots to soften the view and to filter spillover light from vehicle headlights. The ordinance also includes exterior lighting standards, including parking lot light poles to minimize adverse effects on adjacent properties due to excessive light intensity and glare. These current ordinance requirements were not part of the development regulations when this area was granted office zoning approval more than 30 years ago. The combination of the parking lot landscaping and exterior lighting standards will further insure the impact of development will not adversely affect adjacent property owners.
--	---

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.

Staff Comments:

The City Council's land use policies and development trends have evolved during the past three decades in this area. The one constant during this time is that the zoning site (northwest corner of Skeet Club Road and Whites Mill Road) has been slated on the various adopted Land Use Maps for office development. The 1983 land use map depicts this area being the northern limits of the City with the zoning site and adjacent existing commercial areas being slated for office or high density multifamily residential development. The 1992 and 2000 updates of the Land Use Plan continued to depict the zoning site for office/multifamily use, with office uses being expanded to include the area to the north along both sides of Skeet Club Road. These updated plans also change the former high density residential area to commercial at the Eastchester Drive/Skeet Club Road intersection. Even though this intersection has developed into one of the major commercial intersections in the City of High Point, the zoning site classification for office uses has not been changed since the adoption of the 1983 Land Use Map.

Development Patterns:

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

Staff Comments:

The request to rezone the site from the CU-OI District to an updated CZ-OI District does not change or introduce any new land uses. It simply combines four former office zoning approvals into one single unified district to govern the manner this 11.09-acre land area may develop or be redeveloped. This request does not change the zoning pattern that has been promoted in this area.

Reasonableness/Public Interest:

An approval of the proposed Conditional Zoning District is considered reasonable and in the public interest.

Staff Comments:

In this case, staff suggests that the approval of the applicant's request is reasonable and in the public interest because:

1. The request is consistent with the Land Use Plan;
2. The proposal does not change any permitted uses; it simply combines four separate CU-OI Districts into a single CZ-OI District; and
3. The applicant has offered to provide higher landscaping standards adjacent to the single-family subdivision. This condition meets the intent of objection 11 of the Land Use Plan and carries forward the intent from previous zoning approvals to establish higher landscaping standards next to the adjacent single family subdivision.

Recommendation

Staff Recommends Approval:

The Planning & Development Department recommends approval of the request to rezone this 11.09 acres to the CZ-OI District. As conditioned, the requested CZ-OI District will be compatible with the surrounding area and in conformance with adopted plans.

Required Action

Planning and Zoning Commission:

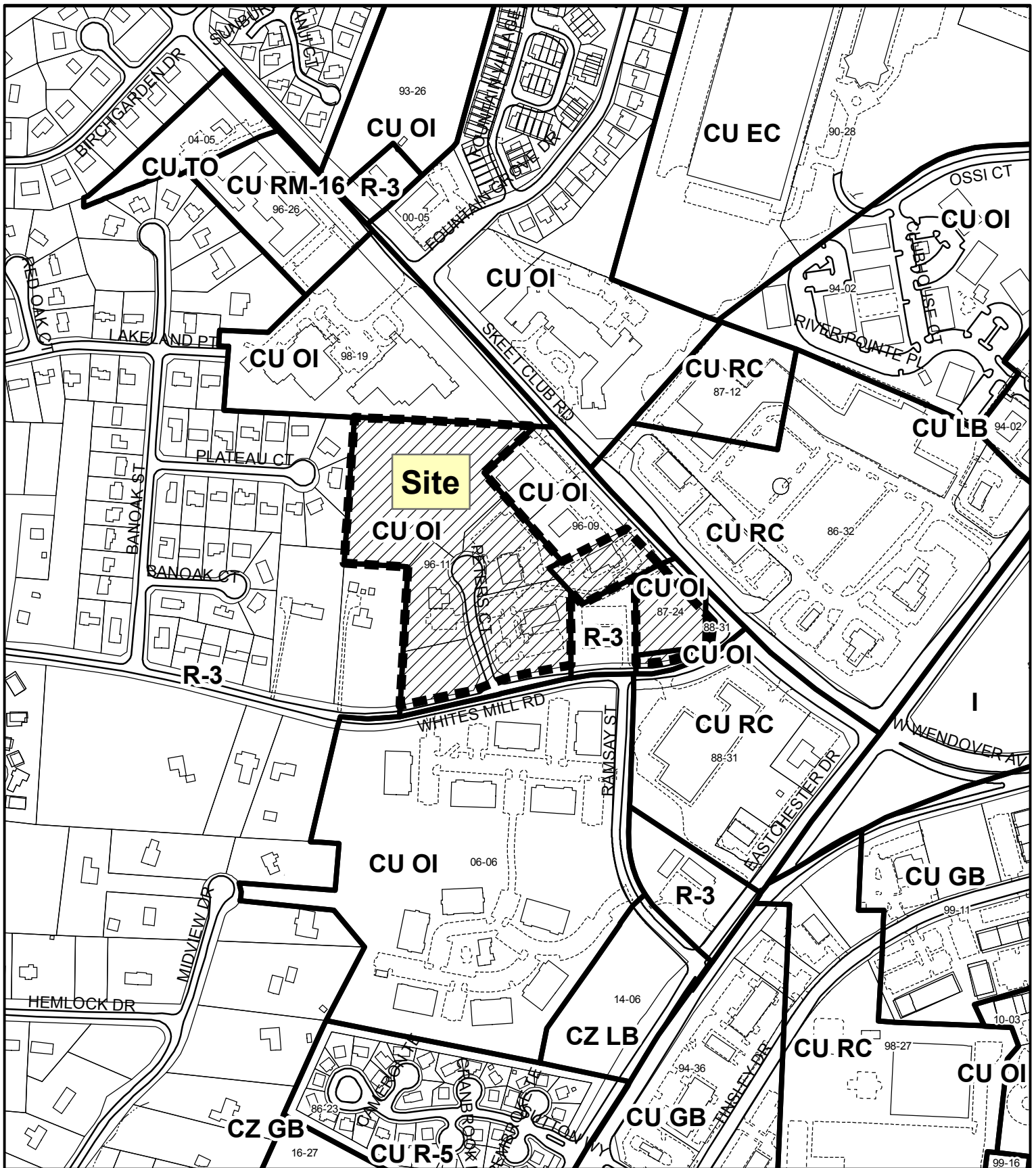
The NC General Statutes require that the Planning and Zoning Commission place in the official record a statement of consistency with the City's adopted plans when making its recommendation. This may be accomplished by adopting the statements in the Staff Analysis section of this report or by adopting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



ZONING MAP AMENDMENT ZA-17-06

From: Conditional Use Office Institutional
To: Conditional Zoning Office Institutional

Existing Zoning Boundary —————
Subject Property Boundary - - - - -

**Planning & Development
 Department**

City of High Point

Date: May 23, 2017



Scale: 1"=400'

G:\Planning\Secure\ba-pz/
 2017\pz\za17-06.mxd

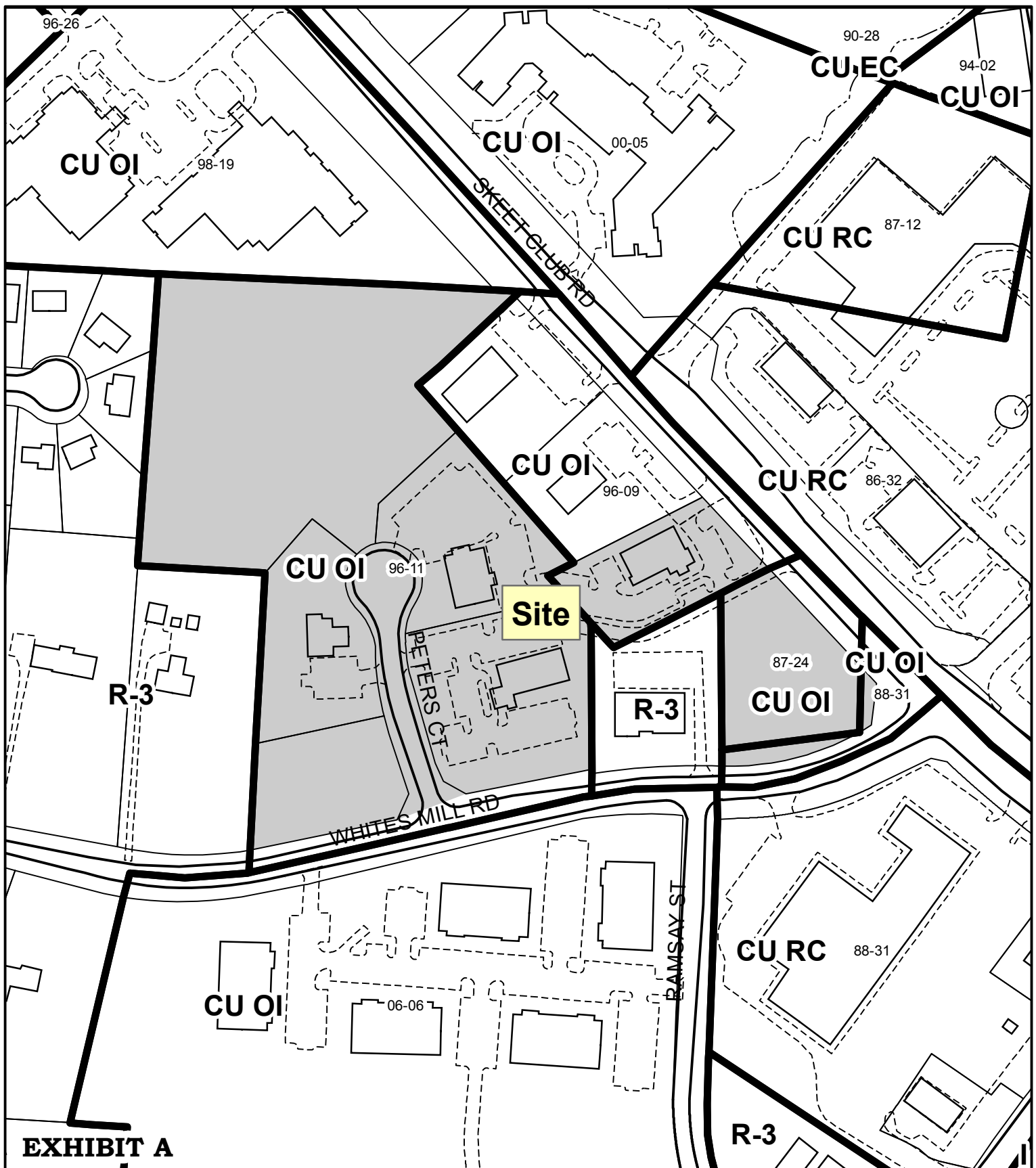


EXHIBIT A

ZONING MAP AMENDMENT ZA-17-06

From: Conditional Use Office Institutional
To: Conditional Zoning Office Institutional

Existing Zoning Boundary —————
Subject Property Boundary - - - - -

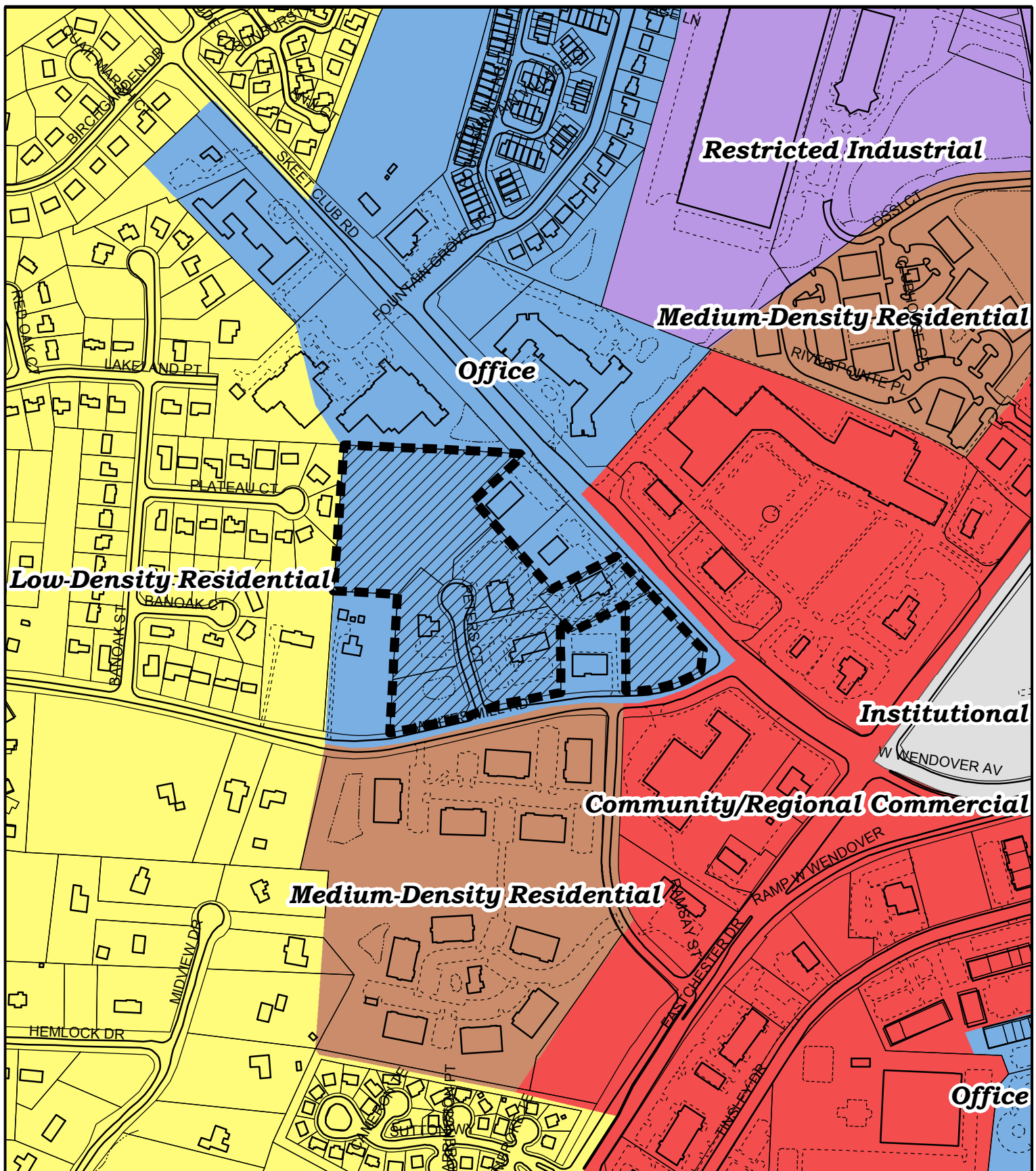
**Planning & Development
 Department**

City of High Point

Date: May 23, 2017



Scale: 1"=200'
 G:/Planning/Secure/ba-pz/
 2017/pz/za17-06exh.mxd



ZONING MAP AMENDMENT ZA-17-06

Land Use Plan

Existing Land Use Plan
Subject Property Boundary



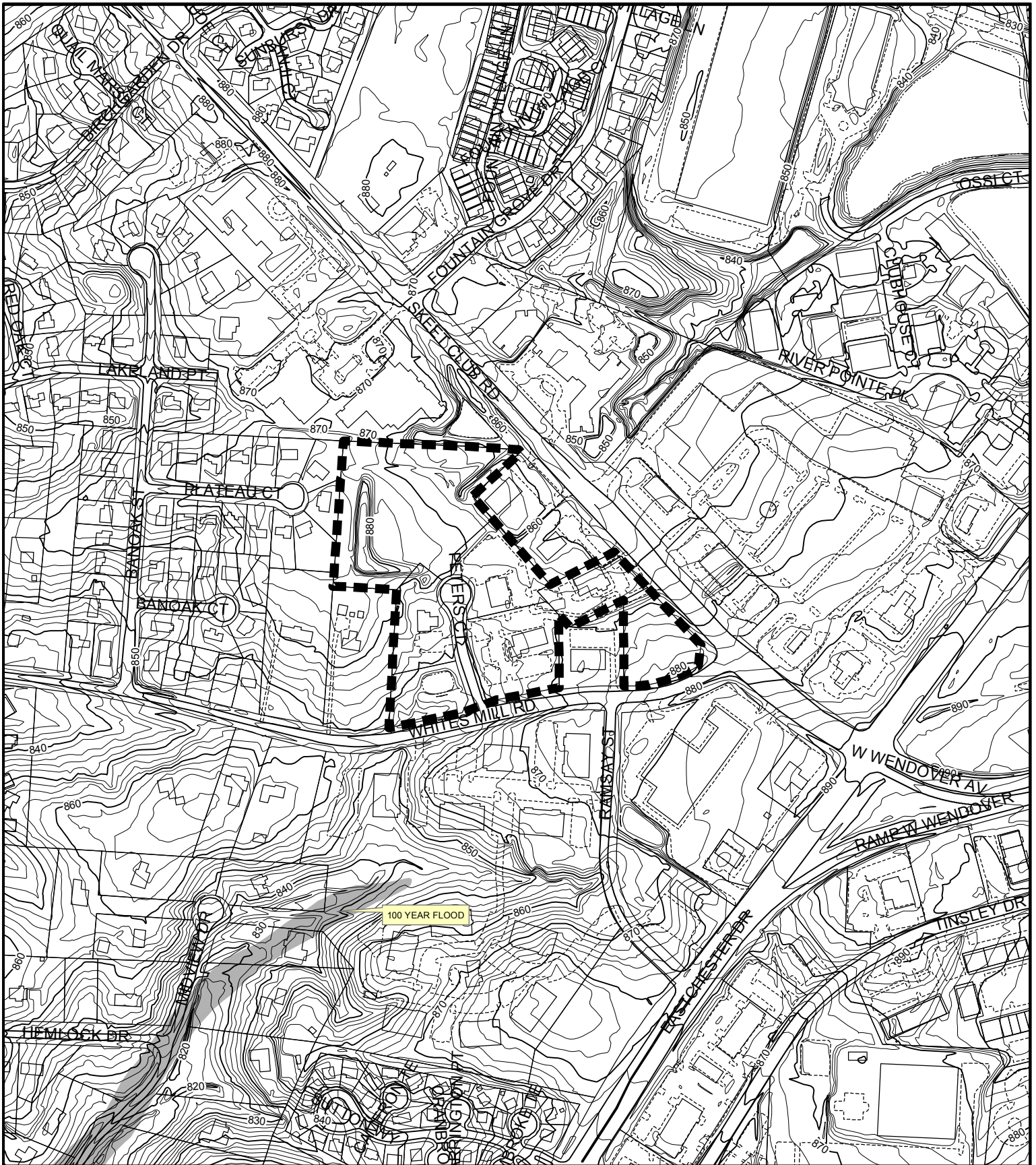
Planning & Development
Department

City of High Point

Date: May 23, 2017



Scale: 1"=400'
G:\Planning\Secure\ba-pz\2017\pz\za17-06lu.mxd



ZONING MAP AMENDMENT ZA-17-06

Topography

Subject Property Boundary - - - - -

Planning & Development
Department

City of High Point

Date: May 23, 2017



Scale: 1"=400'

G:\Planning\Secure\ba-pz/
2017\pz\za17-06\topo.mxd

ZONING MAP AMENDMENT ZA-17-06

Site



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 May 23, 2017 and before the City Council of the City of High Point on June 19, 2017 regarding **Zoning Map Amendment Case 17-06 (ZA-17-06)** 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 May 14, 2017, for the Planning and Zoning Commission public hearing and on June 7, 2017 and June 17, 2017, 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 **June 19, 2017**.

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 Office Institutional (CZ-OI) District**. The property is approximately 11.09 acres and lying west of Skeet Club Road, north of Whites Mill Road and along both sides of Peters Court. The property is also known as Guilford County Tax Parcels 0204620, 0204643, 0204659, 0204660, 0204661, 0204662 and 0204664.

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:

Any uses allowed in the Office Institutional (OI) District subject to the standards of the Development Ordinance and the specific conditions listed in this ordinance.

Part II. CONDITIONS:

A. Landscaping, Buffers and Screening.

Along the western boundary of Guilford County Tax Parcel 0204643 (3621 Peters Court) the property owner shall:

Maintain a minimum fifty-five (55) foot wide undisturbed landscape buffer that leaves all existing vegetation natural and undisturbed. The existing trees and

vegetation shall be supplemented, where necessary, to meet the Type B perimeter landscape yard rate. The property owner shall be permitted to remove unhealthy vegetation and vegetation that may pose a danger to adjacent property owners and occupants of the rezoning site. The property owner shall also be permitted to prune existing vegetation within the planting yard area in order to maintain the health of the existing vegetation.

OR

Install a minimum thirty (30) foot wide Type B perimeter landscape yard with a minimum 5-foot high opaque fence.

B. Transportation Conditions.

1. Access

There are three existing access points to the zoning site, one (1) from Whites Mill Road (Peters Court ROW) and two (2) from Skeet Club Road (a private drive extending to Peters Court and a shared drive driveway). A third access point to Skeet Club Road that is, right-in/right out only, may be permitted to Skeet Club Road-near the northern property line of the zoning site.

2. Other Transportation Conditions

The City of High Point Transportation Director and the North Carolina Department of Transportation 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.
19th day of June, 2017.

Lisa B. Vierling, City Clerk

**Citizens Information Meeting Report
Zoning Map Amendment 17-06**

Submitted by: Mr. Thomas E. Terrell, Jr. on behalf of
Peters Holdings, LLC

Citizens' Communication Report

**Peters Holdings, LLC
Zoning Case 17-06**

**Submitted by
Thomas E. Terrell, Jr.
May 1, 2017**

1. Neighborhood Meeting

Applicant Peters Holdings, LLC held a neighborhood meeting from 6:00 p.m. to 7:15 in the third floor conference room of the new Bethany Medical Center Building at 1580 Skeet Club Road (within the rezoning site) on Thursday, April 27. In attendance for Peters Holdings were Jacob Verghese and attorney Tom Terrell. The meeting was conducted on a drop-in/drop-out basis.

2. Letters

The initial letter, attached as Exhibit A (with map in color on original), was sent to all neighbors listed on Exhibit B. The letter included a copy of the official citizens' information statement, attached as Exhibit C.

The initial letter provided ample direct and personal contact information for any person to use if they had questions prior to the meeting. No one reached out with questions or comments prior to April 27.

At approximately 6:20, it was discovered that the entrance to the building had become locked. Consequently, a second letter has been sent to the same list of neighbors in the event somebody came but was locked out. The second letter is attached as Exhibit D.

3. Meeting

The only person who attended the meeting was Dr. Harvey Goho. Dr. Goho's primary concern was that the list of potential uses was too broad for this site and could include uses not appropriate for the area. After reviewing the list of allowed uses, Mr. Verghese assured Dr. Goho that the general vision for the site is to create more of the type of development that currently exists, including office and medical uses, although other uses are possible but not currently planned.

Mr. Verghese agreed to amend the application conditions, and the list of restricted uses would at least include night clubs, tattoo parlors, vehicle sales, waste related services, pawn shops, truck stops, and convenience stores with fuel tanks.

Dr. Goho also was concerned about the removal of trees on the corner lot at Skeet Club and White's Mill Road. Mr. Verghese informed him that the corner lot would eventually be

developed, but there are no current plans. An interim use might be a landscaped park (without the existing trees).

Dr. Goho favors the quality of design and landscaping required by the Eastchester Corridor Overlay. He was assured that any new buildings would at least meet all design and landscaping standards of the Eastchester Corridor Overlay, but no promises were made to exceed the requirements.

4. Updates

This report will be updated if citizens respond to the second letter, which is attached as Exhibit D.

EXHIBIT A

300 N. Greene Street
Suite 1400
Greensboro, NC 27401

April 20, 2017

Dear Neighbor,

I represent Bethlehem, LLC, Peters Holdings, LLC and Peters Complex Association, Inc., which own the properties outlined in red in the aerial photo below. You are receiving this letter because you own property within 300 feet of the outer boundary.



I write to let you know that each of these companies has asked the City of High Point to rezone these properties from Conditional Use – General Office – Moderate (CU-GO-M) to Office – Institutional (OI) primarily so that further development may occur within the site that allows for shared parking and less onerous internal landscaping requirements, but also so that the larger undeveloped tract can be developed in the future for a use allowed in the OI district. There are presently no plans for how it would develop. In the short term, the wooded corner tract likely would not be developed except for signage.

April 20, 2017

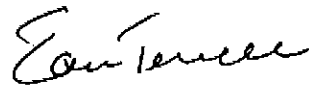
Page 2

If you are interested in meeting with a company representative, there will be a meeting in the third floor waiting area of the new Bethany Medical Center Building at 1580 Skeet Club from 6:00 p.m. to 7:15 p.m. on Thursday, April 27. (The sign in front lists the many different practices and clinics in the building). The meeting will be set up on a drop-in basis. In the meantime, if you have questions, please feel free to call me at my direct line, 336-378-5412 or to email me at tom.terrell@smithmoorelaw.com. Please also feel free to contact Jacob Verghese at 202-230-3995.

Enclosed you will find a sheet that explains how zoning decisions are heard by the Planning & Zoning Commission and City Council. The Planning & Zoning Commission will hear the matter at 6:00 p.m. on Tuesday, May 23rd at High Point City Hall, 211 S. Hamilton Street.

Sincerely,

Smith Moore Leatherwood LLP

A handwritten signature in cursive script, appearing to read "Tom Terrell".

Thomas E. Terrell, Jr.

TET/th

Enclosure

EXHIBIT B

AGAPION, BILL L/T ; AGAPION, SOPHIA S L/T ;
AGAPION, EMANUEL A G
625 S ELM ST
GREENSBORO NC 27406

BETHLEHEM LLC
302 LINDSAY ST SUITE D
HIGH POINT NC 27262

BETHLEHEM LLC
507 LINDSAY ST
HIGH POINT NC 27262

BLACKWOOD, JOSEPH D ; BLACKWOOD, JUDITH H
1709 BANOAK CT
HIGH POINT NC 27265

BOYLES, KELLY E ; CRUMPLER, BRADFORD M
2220 WHITES MILL RD
HIGH POINT NC 27265

BRC ALEXANDRIA PARK LLC
5826 SAMET DR SUITE 105
HIGH POINT NC 27265

CASH, ANGELA B ; CASH, JEFFERY L
2206 WHITES MILL RD
HIGH POINT NC 27265

CASH, JEFFERY L ; CASH, ANGIE B
1709 PLATEAU CT
HIGH POINT NC 27265

CITY OF HIGH POINT
PO BOX 230
HIGH POINT NC 27261

CITY OF HIGH POINT BOARD OF ALCOHOLIC
CONTROL
PO BOX 230
HIGH POINT NC 27261

CLINE, JEFFREY LYNN ; CLINE, KRISTY LEE
1713 PLATEAU CT
HIGH POINT NC 27265

DAVIS, DAVID JOHN ; DAVIS, LISA L
1715 PLATEAU CT
HIGH POINT NC 27265

ESCUE, C SAMUEL ; ESCUE, SARA J
1704 BANOAK CT
HIGH POINT NC 27265

FAIRWAY OAK HOLLOW LLC
2830 CAHABA RD
BIRMINGHAM AL 35223

GABLES ESTATES LTD
4771 SWEETWATER BLVD PMB 141
SUGAR LAND TX 77479

GOHO, HARVEY A ; GOHO, LYDIA P
222 MAPLE RIDGE LN
HIGH POINT NC 27262

HCRI SKEET CLUB MANOR PROPERTIES LP
4500 DORR ST
TOLEDO OH 43615

HENAO, JONATHAN ROJAS ; PERDOMO, DIANA
VANESA MOLINA
2213 WHITES MILL RD
HIGH POINT NC 27265

HIGH POINT RETIREMENT RESIDENCE LLC
2235 FARADAY AVE STE O
CARLSBAD CA 92008

HUDGINS, ARTHUR E ; HUDGINS, LINDA F
2216 WHITES MILL RD
HIGH POINT NC 27265

JOHNSON, JEROME ; JOHNSON, MABEL LETITIA
1708 BANOAK COURT
HIGH POINT NC 27265

MANN, SUNGWAN
1712 PLATEAU CT
HIGH POINT NC 27265

MARTINEZ, EDGAR N SR ; MARTINEZ, OLIVA
2301 WHITES MILL RD
HIGH POINT NC 27265

MARTINEZ, EDGAR NEFTALI JR
2211 WHITES MILL RD
HIGH POINT NC 27265

MILLER, JEFFREY DAVID ; MILLER, HOPE L
1703 BISCAYNE DR
GREENSBORO NC 27410

MOORE, RODNEY B ; MOORE, CYNTHIA G
1708 PLATEAU CT
HIGH POINT NC 27265

MOZINGO, BRETT ; MOZINGO, KATA
1707 PLATEAU CT
HIGH POINT NC 27265

NEEDLES, ARLAN TODD ; NEEDLES, SHERYL S
1711 PLATEAU CT
HIGH POINT NC 27265

NIFONG, LARRY RICHARD ; NIFONG, DEBORAH H
1714 PLATEAU CT
HIGH POINT NC 27265

PAPA JOHN'S
2002 PAPA JOHN'S BLVD
LOUISVILLE KY 40299

PETERS HOLDINGS LLC
507 LINDSAY ST
HIGH POINT NC 27262

PETERS OFFICE COMPLEX ASSOCIATION INC
302 LINDSAY ST UNIT C
HIGH POINT NC 27262

SOTO, FERMIN ; SOTO, EVELYN M
2219 WHITES MILL RD
HIGH POINT NC 27265

SOUTHERN COMMUNITY BANK & TRUST
150 ALHAMBRA CIRCLE SUITE 700
CORAL GABLES FL 33134

STORE MASTER FUNDING VII LLC C/O REE
SOUTHEAST INC
1732 CROOKS ROAD
TROY MI 48084

WEBSTER, JAMISON PAUL ; WEBSTER, JENNIFER
N
1707 BANOAK CT
HIGH POINT NC 27265

EXHIBIT C



**City of High Point
Conditional Zoning District Zoning
Citizen Information Meetings**

Anyone planning to file a zoning application for a Conditional Zoning district from the City of High Point is required to hold a citizen information meeting prior to filing the application. This requirement applies only to an application for a conditional zoning district or an application to amend a previously approved conditional zoning district. Conditional zoning is a type of zoning where property owners can impose specific conditions or restrictions on the development and use of their property, and where the conditions are enforceable by the City regardless of the property's future ownership.

The City of High Point finds that quality development is better achieved through an informed and cooperative process than an adversarial one. The purpose of the citizen information meeting is to allow the person planning to file an application, otherwise known as the applicant, the opportunity to inform citizens about the development proposal and to provide citizens the opportunity to ask questions and find out more about the proposal prior to any official public hearings.

The applicant's development proposal is officially presented to the Planning & Zoning Commission and City Council at their respective public hearings. At the public hearings, the Commission and Council hear comments and concerns from citizens regarding the proposal prior to making decisions. The public hearings are not the preferred setting for citizens to learn about a development proposal for the first time. It is difficult to gain understanding of a proposal and offer well thought out comments during the relatively short time of a public hearing. The citizen information meeting is important in that it can provide basic information and allow communication with the applicant before the public hearings, so that citizens may informatively develop their comments and any concerns, and later present them at the public hearings for consideration.

Applicants may vary the form and number of citizen information meetings they conduct; however, they are required to contact or otherwise notify owners of property located within 300 feet of the proposed zoning site. Whatever form the meeting takes, those citizens participating are provided with this written statement from the City of High Point, which describes the purpose of the citizen information meeting, the application process and where additional information may be obtained from the City. In addition, the applicant must provide a written description of the development proposal and any other available information that would help citizens to better understand it. After the zoning application is filed with the City's Planning & Development Department, the

Administration
336.883.3328

Planning Services
336.883.3328

Development Services
336.883.3328

Inspection Services
336.883.3151

City of High Point, P.O. 230, 211 South Hamilton Street, High Point, NC 27261 USA
Fax: 336.883.3056 www.highpointnc.gov/plan Permit Fax: 336.883.8518 TDD 336.883.8517

applicant submits to the City a written report of the citizen information meeting(s). At a minimum, this report records the property owners notified; date, time and location of the meeting(s); the written description of the development proposal; and any comments, ideas or suggestions from citizens that were incorporated into the development proposal.

Before the public hearings are held, the City's Planning & Development Department mails notices to all owners of property located within 300-feet of the zoning site. This notice provides information on the conditional zoning district request; the time, date and place of the Planning & Zoning Commission public hearing; and contact information. A second notice is mailed prior to the City Council's public hearing with similar information. Also, signs are placed on the zoning site giving notice of the request and the City's public hearings.

After hearing public comments and considering the development proposal, the Planning & Zoning Commission makes a recommendation to the City Council who, after holding their public hearing, decides what action should be taken on the proposal. Changes to the applicant's proposal can occur during this process in order to insure consistency with City policy and development regulations, and to minimize expected impacts that can be generated by the development or use of the zoning site.

No condition can be included in a conditional zoning district that specifies ownership status, race, religion or characteristics of the development's occupants, the minimum size of a dwelling, the minimum value of buildings or improvements, or ones that otherwise excludes specific races, religions or classes of people.

Citizens are strongly encouraged to contact the City's Planning & Development Department and visit the department's website for additional information on the City's zoning process, and for information about specific development proposals.

Contact:

Planning & Development Department 336-883-3328
www.highpointnc.gov/plan/
www.buildhighpoint.com

May 1, 2017

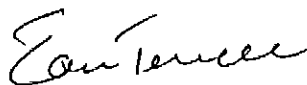
Dear Neighbor:

I recently sent you a letter dated April 20th announcing a neighborhood information meeting to be held at the Bethany Medical Center Building on April 27th from 6:00 to 7:15 to discuss a proposed rezoning. At approximately 6:20, we discovered that someone had locked the door to the building.

If you tried to enter the building during this period of time and were turned away, please accept my apology for your inconvenience. If you will let me know that you came for information or to provide comments and were locked out, I will see that you have a personal response (including, even, a personal visit if you wish). My direct number is 336-378-5412 and my email is tom.terrell@smithmoorelaw.com.

Sincerely,

Smith Moore Leatherwood LLP



Thomas E. Terrell, Jr.

TET/th

Enclosure

CITY OF HIGH POINT

AGENDA ITEM



Title: Ordinance to Demolish – 806 Meredith Street.

From: Michael McNair, Director
Community Development & Housing

Meeting Date: June 19, 2017

Public Hearing: No

Advertising Date:

Advertised By:

Attachments:

- A. Staff report
- B. Ordinance to Demolish
- C. Photos
- D. Maps

PURPOSE:

A request by Community Development and Housing – Local Codes Section to adopt an ordinance ordering the inspector to demolish the dwelling at 806 Meredith Street.

BACKGROUND:

After a Complaint and Notice of Hearing was issued and a hearing held, an Order to Repair or Demolish was issued on 1/30/17. No action occurred by the compliance date of 3/6/17. The necessary repairs to the dwelling exceed its current tax value and the demolition is warranted.

BUDGET IMPACT:

Funds are available in the Department budget for the demolition and asbestos testing of the structure(s), and for the asbestos removal if present.

RECOMMENDATION / ACTION REQUESTED:

Staff recommends the adoption of the requested ordinance to demolish this single family dwelling.

PENDING ACTION:

The ordinance becomes effective 30 days from the date of adoption. If there is no action by the property owner by the effective date of the ordinance, then asbestos testing and the demolition bid process will begin and the structure will be removed by the City. After City demolition, the property owner is billed for the cost. If the bill is unpaid, the City places a lien on the property.

**COMMUNITY DEVELOPMENT AND HOUSING
CODE ENFORCEMENT
HOUSING ENFORCEMENT DIVISION**

ORDINANCE

REQUEST: Ordinance to Demolish

PROPERTY

ADDRESS: 806 Meredith Street

OWNER: Maria Karkour

FIRST

INSPECTION:

1/9/17

Summary of Major Violations

1. Repair or replace damaged rafters and ceiling joists
2. Repair or Replace missing/damaged wall coverings in house
3. Repair or replace exterior wall covering and trim
4. Repair or replace stairs at rear of house
5. Needs insulation in exterior walls

HEARING

RESULTS:

1/31/17

No one appeared for the Hearing, Mr. Karkour did call the inspector to notify him that he would be out of town and unable to attend the hearing. During the Hearing it was determined there are several violations of the Minimum Housing Code. There are multiple violations of the minimum housing code including some structural violations in the house that make it unsafe. In its present state, necessary repairs to the dwelling exceed 50% of the value of the structure.

ORDER(S)

ISSUED:

1/31/17

Order to Repair or Demolish

Date of Compliance 3/6/17

APPEALS:

No appeals to date.

OWNER

ACTIONS:

None

EXTENSIONS:

Lori Loosemore received a call from attorney Tony McLaughlin stating he represents a potential purchaser of the property. He is going to discuss with the real estate agent and advise of their plans. I did advise if they purchase we do want to see some type of action in 30 days such as permits, inspections, etc. in order to hold off on referring this to City Council. No further communication has been had with the owner or attorney.



806















CITY OF HIGH POINT

AGENDA ITEM



Title: Resolution of Intent for a Voluntary Contiguous Annexation
Annexation 17-06 (Mr. Khan)

From: Lee Burnette, Planning & Development
Director

Meeting Date: June 19, 2017

Public Hearing: No

Advertising Date: Not applicable

Advertised By: Not applicable

Attachments: A. Resolution of Intent for Annexation 17-06
B. Map of property proposed to be annexed

PURPOSE:

Approval of a Resolution of Intent that establishes a public hearing date to consider a voluntary contiguous annexation request.

BACKGROUND:

Resolution of Intent for Annexation 17-06 is enclosed.

BUDGET IMPACT:

There is no budget impact.

RECOMMENDATION / ACTION REQUESTED:

Staff requests City Council set a public hearing date of Monday, July 17, 2017, to hear this case.

PUBLISH ONCE: Friday, June 30, 2017

**RESOLUTION TO ESTABLISH A
PUBLIC HEARING DATE FOR
VOLUNTARY CONTIGUOUS ANNEXATION
(Case # AN-17-06)**

WHEREAS, the City Council has been petitioned to annex the property of Mumtaz Ali Khan. The proposed annexation site is approximately 0.26 acres lying along the south side of E. Martin Luther King Jr. Drive, approximately 875 feet east of Triangle Lake Road (3406 E. Martin Luther King Jr. Drive). The property is known as Guilford County Tax Parcel 0161207.

WHEREAS, the City Clerk is in receipt of said petition and has determined its sufficiency in accordance with G.S. 160A-31;

NOW, THEREFORE BE IT RESOLVED, THAT THE CITY COUNCIL establishes Monday, July 17, 2017, at 5:30 p.m., in the Council Chambers in the Municipal Building at 211 South Hamilton Street, High Point, North Carolina, as the date for the public hearing regarding the requested annexation.

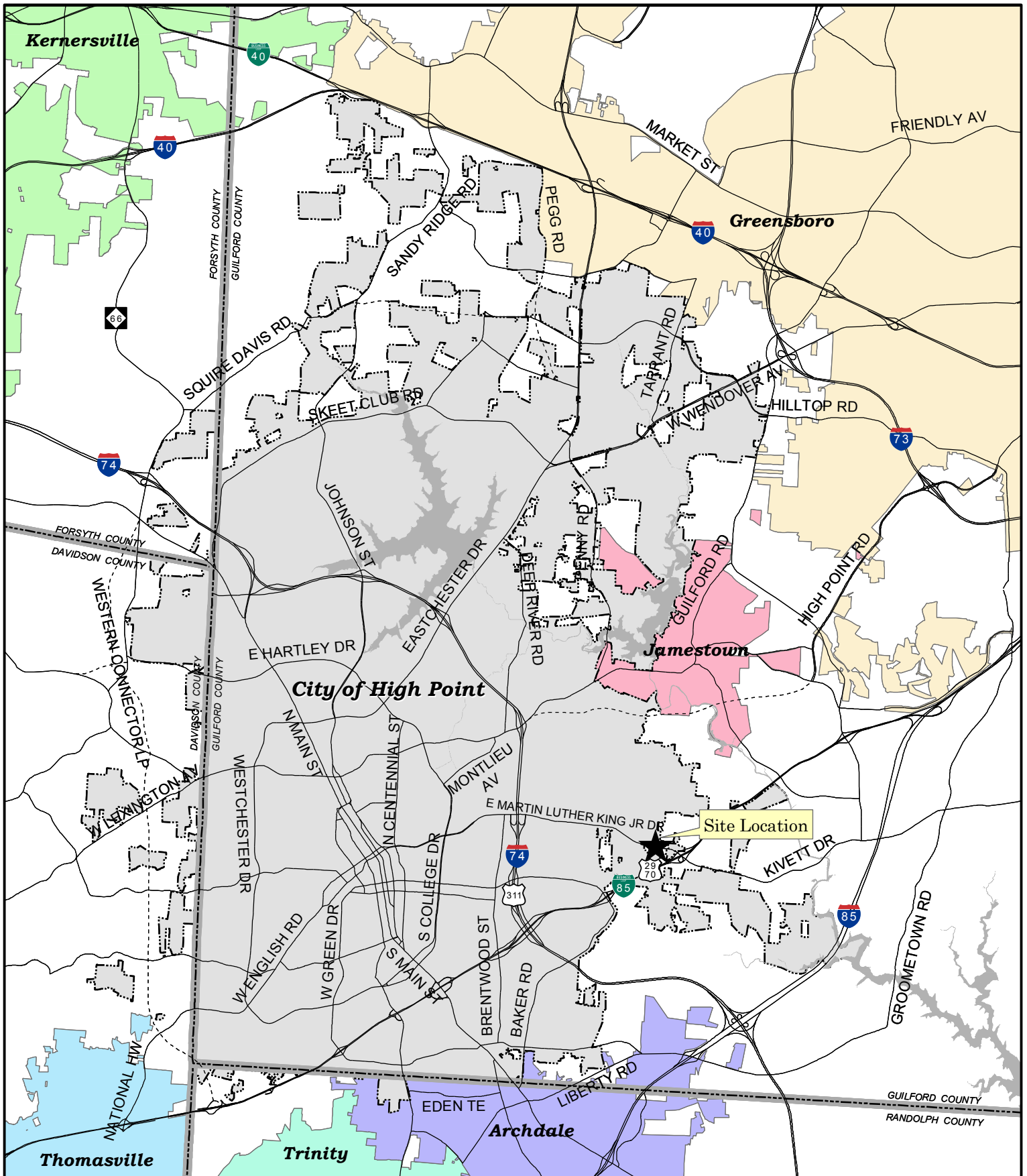
Any interested party will be permitted to be heard at the public hearing. The meeting facilities of the City of High Point are accessible to people with disabilities. If you need a special accommodation, call (336) 883-3298 or the TDD# (336) 883-8517.

Following the public hearing, the City Council shall have authority to adopt an ordinance annexing the territory described in the petition. The City Council shall have authority to make the annexing ordinance effective immediately or on any specified date within six (6) months from date of passage of ordinance.

Further information pertaining to this request is available for public inspection upon request at the Planning and Development Department in the Municipal Office Building, 211 South Hamilton Street, Room 316, High Point, North Carolina, (336) 883-3328 or FAX (336) 883-3056.

By order of the City Council,
This the 19th day of June, 2017.

Lisa B. Vierling, City Clerk



PROPOSED ANNEXATION REQUEST

Applicant: KHAN, MUMTAZ ALI
Area: 0.26 acres (approximate)

**Planning & Development
 Department**

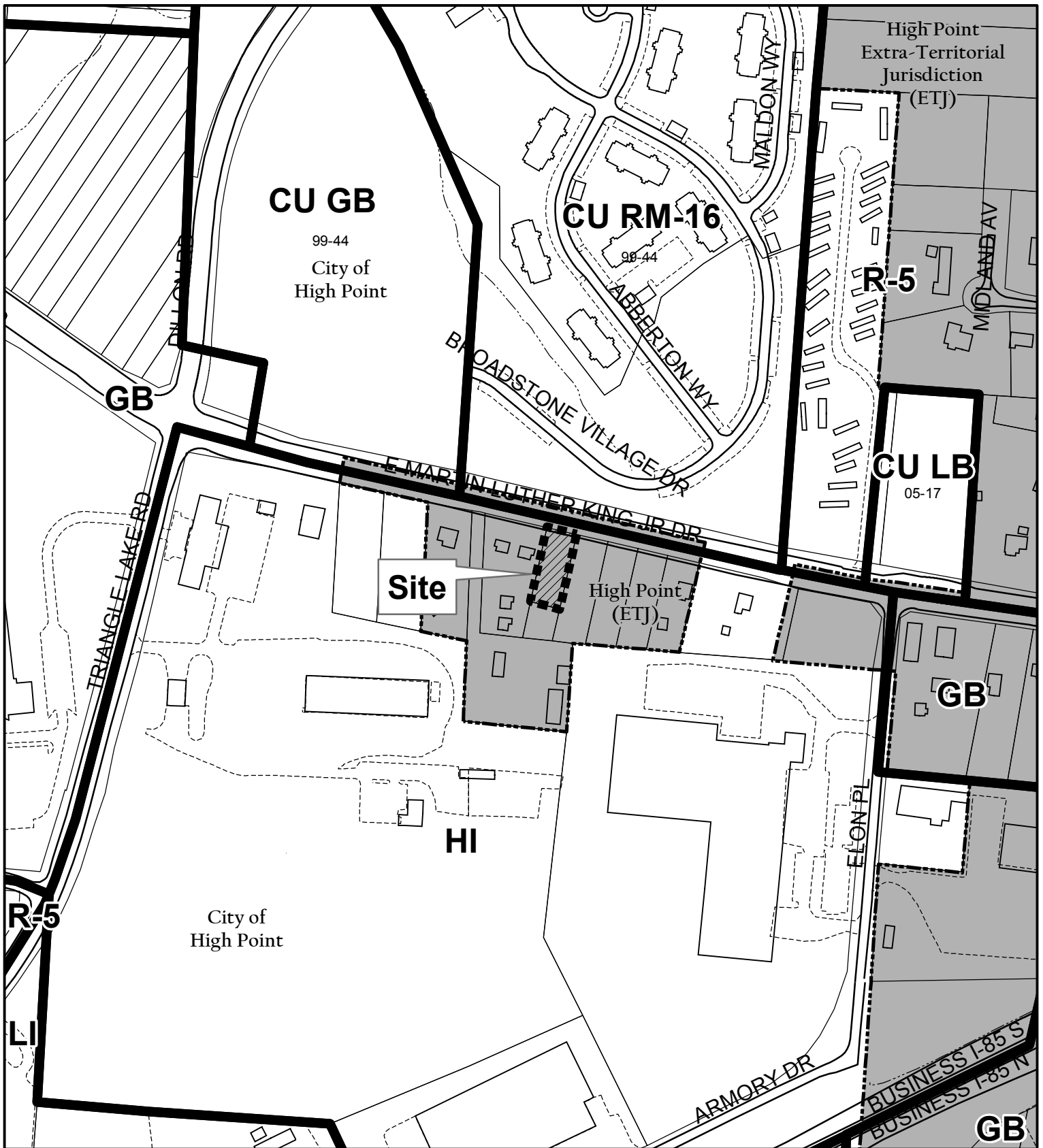
City of High Point

Date: June 5, 2017



Scale: 1"=8,500'

G:\Planning\Secure\ba-pz/
 2016\pz\AnnexVicMap.mxd



PROPOSED ANNEXATION REQUEST

Applicant: KHAN, MUMTAZ ALI
Area: 0.26 acres (approximate)

Existing Zoning Boundary —————
Subject Property Boundary - - - - -

**Planning & Development
Department**

City of High Point

Date: June 5, 2017



Scale: 1"=300'
G:/Planning/Secure/ba-pz/
2016/pz/an17-06.mxd

BK: R 7947
PG: 1507-1511
RECORDED:
06-26-2017
08:56:39 AM
BY: MISTY MARTIN
DEPUTY-HP



2017035089

NC FEE \$26.00

GUILFORD COUNTY, NC
JEFF L. THIGPEN
REGISTER OF DEEDS

Return to: JoAnne Caryle, City Attorney
City of High Point
P.O. Box 230
High Point, NC 27261
Ordinance No. 7308 / 17-50

Plu
CHP

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-31, as amended, to annex the area described herein; and,

5
min

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 19th day of June, 2017; and,

WHEREAS, the City of High Point does hereby find as a fact that said petition meets the requirements of G.S. 160A-31 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-31 as amended, the following described territory is hereby annexed, and made a part of the City of High Point as of June 19, 2017.

ANNEXATION DESCRIPTION

Bales Memorial Wesleyan Methodist Church - (Annexation Case 17-02)

LEGAL DESCRIPTION FOR BALES MEMORIAL WESLEYAN METHODIST CHURCH,
PARCEL A & PARCEL B (Guilford County Tax Parcels 0160515, 0160166 and 0160150).

TRACT A

BEGINNING AT AN EXISTING 1" IRON PIPE, SAID IRON PIPE BEING THE SOUTHWEST CORNER OF BALES MEMORIAL WESLEYAN METHODIST CHURCH, PARCEL NO.

01060150 (DEED BOOK 2840, PAGE 282, TRACT A), A NORTHWEST CORNER OF WYATT L. & MARGIE R. RICHARDSON, PARCEL NO. 0160169 (DEED BOOK 1309, PAGE 158) AND ALSO BEING A POINT ON THE EASTERN PROPERTY LINE OF GEORGE M. AND MARIAMMA MUKUNNEMKERIL, PARCEL NO. 0201998 (DEED BOOK 3509, PAGE 1716 AND LOT 76 OF PLAT BOOK 47, PAGE 1); THENCE LEAVING SAID RICHARDSON AND ALONG SAID BALES MEMORIAL WESLEYAN METHODIST CHURCH WESTERN LINE THE FOLLOWING 4 (FOUR) COURSES AND DISTANCES: 1) NORTH 04° 25' 35" EAST 68.91 FEET TO AN EXISTING 1/2" IRON PIPE, SAID IRON PIPE BEING A COMMON CORNER OF 2015-3 IH2 BORROWER L.P., PARCEL NO. 0201997 (DEED BOOK 7717, PAGE 433 AND LOT 77 OF PLAT BOOK 47, PAGE 1) AND LEWIS WAYNE OWENS, JR. & AMY KAY OWENS, PARCEL NO. 0201996 (DEED BOOK 7307, PAGE 45 AND LOT 78 OF PLAT BOOK 47, PAGE 1); 2) NORTH 04° 45' 21" EAST 203.81 FEET TO AN EXISTING 1/2" IRON PIPE, SAID IRON PIPE BEING A COMMON CORNER OF KEO AND JERRY CREGER, PARCEL NO. 0201995 (DEED BOOK 7313, PAGE 1733 AND LOT 79 OF PLAT BOOK 47, PAGE 1) AND WILLIS GEORGE AND DELORES WHITSETT HARGROVE, PARCEL NO. 0201994 (DEED BOOK 4118, PAGE 204 AND LOT 80 OF PLAT BOOK 47, PAGE 1); 3) NORTH 04° 50' 43" EAST 96.18 FEET TO AN EXISTING 1/2" IRON PIPE, SAID IRON PIPE BEING THE NORTHEAST CORNER OF SAID HARGROVE AND BEING A POINT ON THE SOUTHERN RIGHT-OF-WAY OF BALES CHAPEL ROAD (60' PUBLIC RIGHT-OF-WAY, PLAT BOOK 47, PAGE 1); 4) NORTH 04° 50' 43" EAST 49.61 FEET TO A COMPUTED POINT, SAID COMPUTED POINT BEING LOCATED IN RIGHT-OF-WAY OF SAID BALES CHAPEL ROAD; THENCE CONTINUING IN THE RIGHT-OF-WAY OF SAID BALES CHAPEL ROAD SOUTH 71° 27' 00" EAST 560.08 FEET LEAVING SAID BALES MEMORIAL WESLEYAN METHODIST CHURCH, PARCEL NO. 0160165 AND CROSSING INTO BALES MEMORIAL WESLEYAN METHODIST CHURCH, PARCEL NO. 0160166 (DEED BOOK 2753, PAGE 561 & DEED BOOK 1904, PAGE 170) TO A COMPUTED POINT, SAID COMPUTED POINT BEING LOCATED IN THE RIGHT-OF-WAY OF SAID BALES CHAPEL ROAD AND BEING THE NORTHEAST CORNER OF SAID BALES MEMORIAL WESLEYAN METHODIST CHURCH (PARCEL NO. 0160166); THENCE SOUTH 03° 22' 25" WEST 31.42 FEET TO AN EXISTING 1/2" IRON PIPE; SAID IRON PIPE BEING A NORTHERN CORNER OF SAID RICHARDSON AND A POINT ALONG THE SOUTHERN RIGHT-OF-WAY OF SAID BALES CHAPEL ROAD; THENCE LEAVING SAID BALES CHAPEL ROAD AND ALONG THE PROPERTY LINE OF SAID RICHARDSON THE FOLLOWING 4 (FOUR) COURSES AND DISTANCES: 1) SOUTH 03° 22' 25" WEST 191.12 FEET TO AN EXISTING 1/2" IRON ROD; 2) NORTH 89° 53' 56" WEST 145.37 FEET TO AN EXISTING 5/8" IRON PIPE, 3) SOUTH 02° 25' 09" WEST 141.32 FEET TO AN EXISTING 1/2" IRON PIPE; 4) NORTH 72° 47' 39" WEST 419.87 FEET LEAVING SAID BALES MEMORIAL WESLEYAN METHODIST CHURCH (PARCEL NO. 0160166) AND CROSSING INTO SAID BALES MEMORIAL WESLEYAN METHODIST CHURCH (PARCEL NO. 0160150) TO THE POINT AND PLACE OF **BEGINNING**. CONTAINING 4.209± ACRES, MORE OR LESS

TRACT B

BEGINNING AT A NEW 1/2" IRON PIPE, SAID NEW IRON PIPE BEING A POINT ON THE WESTERN LINE OF BALES MEMORIAL WESLEYAN METHODIST CHURCH, TRACT B, PARCEL NO. 0160151 (DEED BOOK 288, PAGE 270 & DEED BOOK 964, PAGE 83), A SOUTHEAST CORNER OF SUSAN GAYLE HALL NELSON, PARCEL NO. 0160153 (DEED BOOK 7622, PAGE 731) AND A POINT ALONG THE NORTHERN RIGHT-OF-WAY OF BALES CHAPEL ROAD (60' PUBLIC RIGHT-OF-WAY, PLAT BOOK 47, PAGE 1); THENCE LEAVING

SAID BALES CHAPEL ROAD RIGHT-OF-WAY AND ALONG SAID NELSON PROPERTY LINE THE FOLLOWING 2 (TWO) COURSES AND DISTANCES: 1) NORTH 03° 10' 05" EAST 100.54 FEET TO AN EXISTING 1" IRON PIPE; 2) SOUTH 71° 18' 19" EAST 200.26 FEET TO AN EXISTING STONE, SAID STONE BEING A COMMON CORNER OF SAID NELSON, JASEN A. STRANGE, PARCEL NO. 0160149 (DEED BOOK 6908, PAGE 2671) AND SAID BALES MEMORIAL WESLEYAN METHODIST CHURCH; THENCE LEAVING SAID NELSON AND ALONG THE WESTERN LINE OF SAID STRANGE SOUTH 03° 33' 36" WEST 98.61 FEET TO A NEW 1/2" IRON PIPE, SAID NEW IRON PIPE BEING THE SOUTHWEST CORNER OF SAID STRANGE AND A POINT ALONG THE RIGHT-OF-WAY OF SAID BALES CHAPEL ROAD; THENCE LEAVING SAID STRANGE AND INTO SAID BALES CHAPEL ROAD RIGHT-OF-WAY THE FOLLOWING 4 (FOUR) COURSES AND DISTANCES: 1) SOUTH 03° 33' 36" WEST 4.28 FEET TO AN EXISTING STONE; 2) SOUTH 03° 33' 36" WEST 7.10 FEET TO A COMPUTED POINT; 3) NORTH 71° 14' 53" WEST 199.54 FEET TO A COMPUTED POINT; 4) NORTH 03° 10' 05" EAST 2.90 FEET TO AN EXISTING 1/2" IRON PIPE; SAID IRON PIPE BEING A SOUTHERN CORNER OF SAID NELSON AND BEING LOCATED IN THE RIGHT-OF-WAY OF SAID BALES CHAPEL ROAD; THENCE ALONG SAID NELSON PROPERTY LINE NORTH 03° 10' 05" EAST 6.56 FEET TO THE POINT AND PLACE OF **BEGINNING**. CONTAINING 0.441± ACRES, MORE OR LESS

SECTION 2. Upon and after June 19, 2017 the above described territory 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-58.10.

SECTION 3. The Mayor of the City of High Point shall cause to be recorded in the Office of the Register of Deeds of **Guilford** County and in the Office of the Secretary of State at Raleigh, North Carolina, an accurate map of the annexed territory, described in Section 1 above, together with a duly certified copy of this ordinance. Such a map shall also be delivered to the Guilford County Board of Elections, as required by G.S. 163-288.1.

Adopted by City Council,
this the 19th day of June, 2017.
Lisa B. Vierling, City Clerk

City of High Point



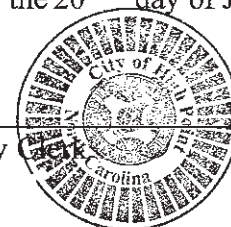
City of High Point
Municipal Office Building
211 South Hamilton Street
High Point, NC 27261

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 June 19, 2017 and upon approval by City Council will be recorded in Book 92 of the Official Minute Books and Ordinance Book XIX 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 20th day of June, 2017.

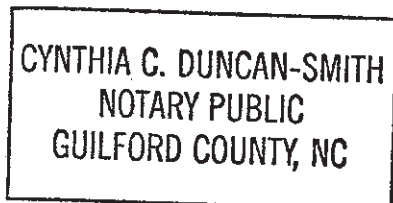
Lisa B. Vierling
Lisa B. Vierling, City Clerk



ACKNOWLEDGEMENT

I, Cynthia C. Duncan-Smith, 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.

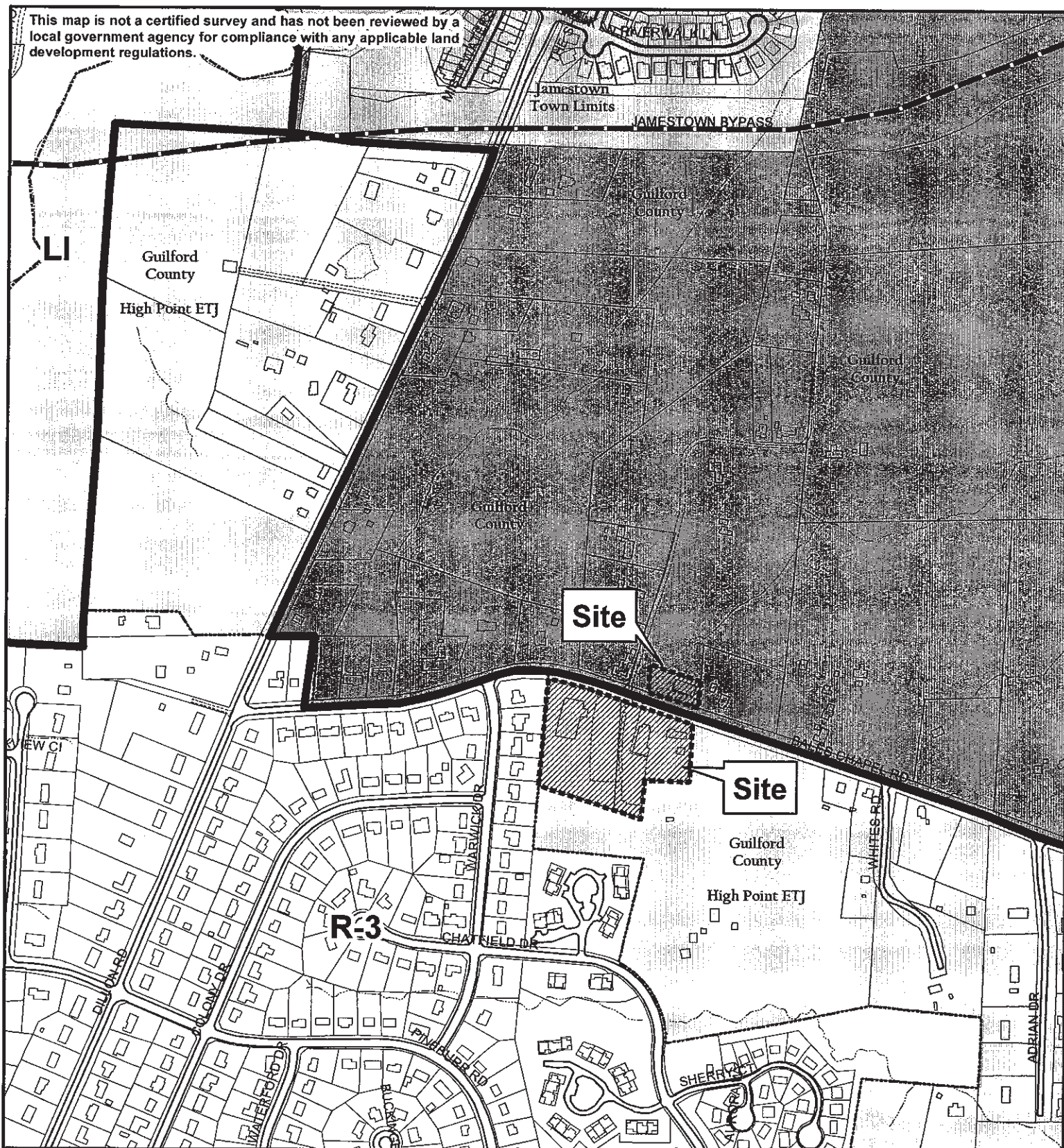
WITNESS my hand and official Notarial Seal, this 20th day of June, 2017.



Cynthia C. Duncan-Smith
Cynthia C. Duncan-Smith, Notary Public

Commission Expires: 1/18/2020

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.



ANNEXATION REQUEST AN-17-02

Applicant: Bales Memorial Wesleyan Methodist Church
Area: 4.65 acres (approximate)

Existing Zoning Boundary —————
Subject Property Boundary - - - - -

**Planning & Development
 Department**

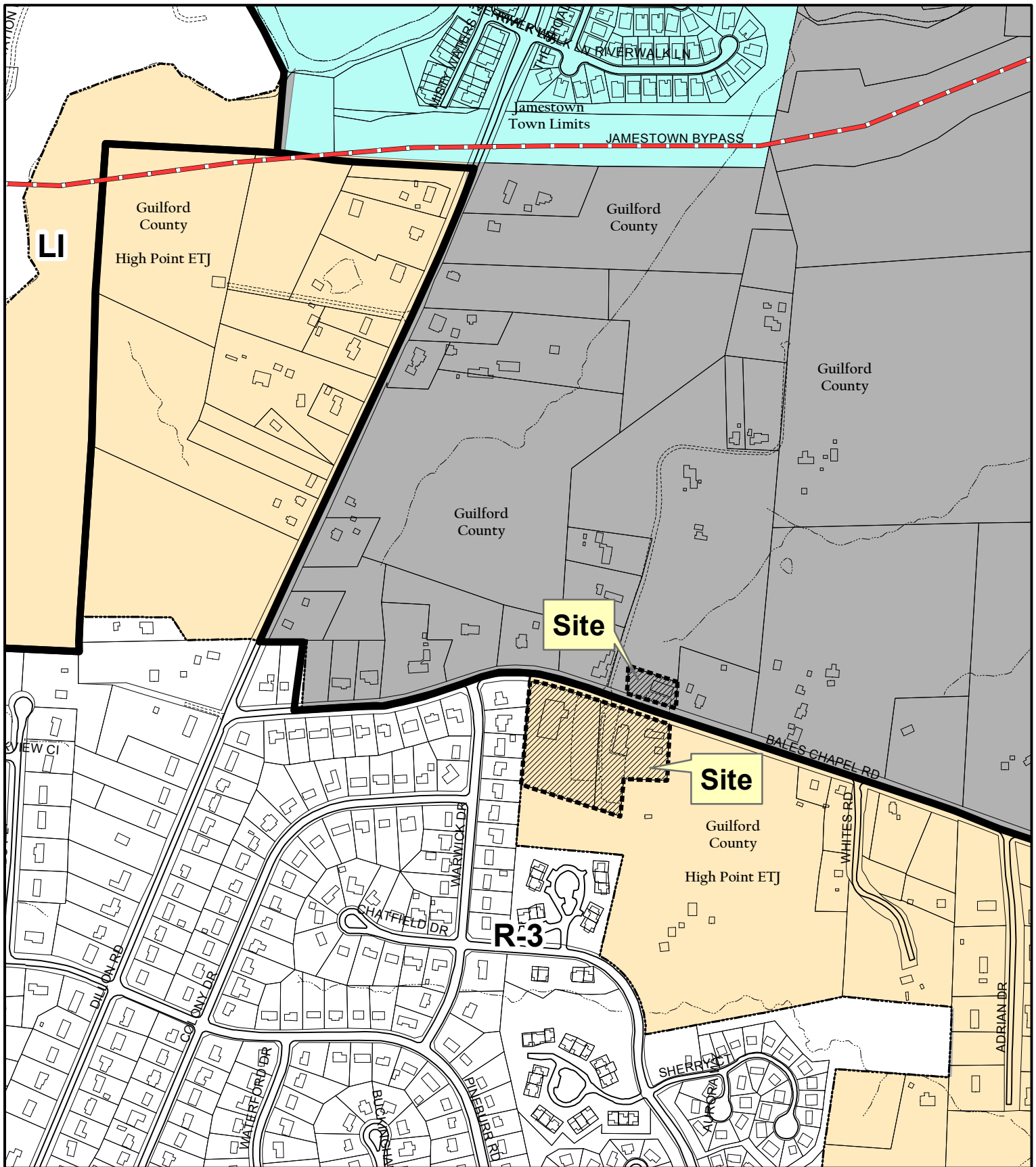
City of High Point

Date: June 26, 2017



Scale: 1"=500'

G:\Planning\Secure\ba-pz/
 2017\pz\anx17-02record.mxd



ANNEXATION REQUEST AN-17-02

Applicant: Bales Memorial Wesleyan Methodist Church
Area: 4.65 acres (approximate)

Existing Zoning Boundary —————
Subject Property Boundary - - - - -

**Planning & Development
 Department**

City of High Point

Date: April 6, 2017



Scale: 1"=500'

G:\Planning\Secure\ba-pz/
 2017\pz\anx17-02.mxd

**HIGH POINT CITY COUNCIL
REGULAR MEETING
COUNCIL CHAMBERS – HIGH POINT MUNICIPAL BUILDING
June 5, 2017 – 5:30 P.M.**

ROLL CALL AND MOMENT OF SILENCE

Mayor Bencini called the meeting to order; a Moment of Silence followed.

Upon call of the roll, the following Council Members were present:

Present (9): *Mayor William S. Bencini, Jr., Mayor Pro Tem Jay Wagner (Ward 5); and Council Members Cynthia Y. Davis (At-Large), Latimer Alexander (At-Large), Jeffrey Golden (Ward 1), Christopher Williams (Ward 2), Alyce Hill (Ward 3), James C. Davis (Ward 5) and Jason Ewing (Ward 6).*

RECOGNITIONS AND PRESENTATIONS

170180 Resolution- Community Garden Week

Community Garden Leaders in the City of High Point will be in attendance to accept a Resolution from Mayor Bencini in recognition of their devotion and service to the City and proclaiming the week of June 24-July 1 as Community Garden Week.

Mayor Bencini read the Resolution into the record proclaiming the week of June 24th - July 1st as "Community Garden Week." Mark Taylor, Librarian, was in attendance to accept the resolution on behalf of all the community garden leaders. [applause]

170181 Proclamation - Homeownership Month

Mr. Steve Key, Chair of the High Point Housing Coalition, will be in attendance to accept a Proclamation from Mayor Bencini proclaiming the month of June 2017 as "Homeownership Month."

Mayor Bencini read the proclamation into the record proclaiming the month of June 2017 as "Homeownership Month." Steve Key, Executive Director- Open Door Ministries, was present to accept the proclamation. [applause]

170163 Recognition of Honors Program Recipients

The Human Resources Department will present the certificates to the City of High Point Employees who are recipients of the HONORS Program awards.

City Manager Greg Demko recognized the following employees who are recipients of the 2017 HONORS Program awards.

Working Together (each received a plaque)

1. Molly Pendry- Parks & Recreation
2. Edward Dennis - Parks & Recreation
3. Sharon Livengood- Right of Way
4. Calvin Vaughn - Parks & Recreation
5. Dan Griffiths - Police Department
6. Amanda Honeycutt - 911 Telecommunications
7. Meredith Davenport/Tyler Hilton/Kevin Weber -911 Telecommunications
8. Jonathan Crouse/Tyler Hilton/Theresa Varner/Angela Servey/
Kyle Thaggard/Christopher Downey/Portia Clowdis/Julia Smith - 911
Telecommunications
9. Darrell Barham/Brian Carroll/AdamGreen/
Samuel Hughes/Jayson Valade/Jason Mills/Justin Skeen - Fire Department
10. Angela Wynes -HP Transit Department
11. Oveter McLean - HP Transit Department
12. Andy (Osborne - Customer Service
13. Rick Riley/Mike Livengood/Joseph Prazacky - Plants (Public Services)
14. Deborah Bragg - Customer Service
15. Jeron Hollis/Ryan Ferguson - Communications and Public Information

Extra Mile (each received a plaque and \$50 cash)

16. Radu Grecu & David Russell - Parks & Recreation
17. Lee Castellano - Police Department
18. BK Garrett -Police Department
19. Karen Shearer - Police Department
20. Janelle Kuchler - Police Department
21. Riley Edwards - Police Department
22. Joseph Bussard/Devin Felton/Alan Tisdale - Environmental Services
23. Jamie Coleman - Environmental Services
24. .Benny Deel/Dick Benton/Scott Dingus - Engineering Services

Above & Beyond (each received a plaque and \$100 cash)

25. John Griggs - Fire Department

Captain Griggs was nominated and recognized as a recipient of the Above & Beyond award for assisting an individual who had been severely cut while handling a large piece of glass during the High Point Furniture Market. His actions prior to the arrival of the medical assistance probably saved the life and arm of the patient.

26. Calvin Carter - Police Department

Lt. Carter was nominated and recognized as a recipient of the Above & Beyond award for the constant attention and lengths he went to to help a grieving family of a young woman who lost her life due to a homicide. Her family was out of state and he helped arrange four days of free hotel accommodations for them. He also met the family at the airport with a police chaplain and escorted them to the hotel, then to the police department for a conference. Lt. Carter remained in contact with the family during his days off, throughout their entire stay in High Point, as well as accompanied the family to the courthouse for the suspect's first appearance hearing.

[applause]

Following the presentations, Mayor Bencini commented that it is truly moving to hear stories of employees who care so much for High Point and thanked them for what they do for the city.

STRATEGIC PLAN UPDATE

170164

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.

Code Enforcement/Blight

Community Housing, Neighborhood Development & Public Safety Committee Chair Council Member Golden provided an update on some numbers as they relate to the Code Enforcement efforts regarding blight in the city. He then shared numbers for the May 2017 activities as follows:

*37 Minimum Housing Complaints
257 Active Minimum Housing cases
66 Active Backlog cases
244 Public Nuisance Complaints
339 Active Public Nuisance cases
23 Zoning Complaints (vehicles, signs, banners, etc....)
78 Signs collected*

Chairman Golden noted the backlog of minimum housing cases from the old system has dropped significantly from 270 in May 2016 to 66 in April 2017.

Lori Loosemore, Local Codes Enforcement Supervisor, shared some before and after photographs of some of the public nuisance and demolition cases that staff has been working on.

Connect HP

Prosperity & Livability Committee Chair Council Member Ewing reported that Connect HP did meet in May and discussed Dr. Quebein's announcement regarding his commitment to the Catalyst Project. They also discussed the city's Multi-Cultural Fall Festival, which will take place at the Mendenhall Station on Saturday, September 23rd and they are encouraging other millennials to attend and support this event. They locked down the date for the next YP (Young Professionals) Summit, which is scheduled for November 14, 2017 at Oak Hollow Mall. The public meeting that Connect HP had in the spring was successful and they are currently working on planning the next public open meeting in July.

PUBLIC COMMENT PERIOD

170165**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

- 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.

Paul Siceloff, a resident of 210 Turner Place in High Point, addressed Council regarding the city's Stormwater Assistance Program and stated that he was seeking advice and input from Council on accessing funds from the program. Mr. Siceloff informed Council that he owns property at 2511 N. Main Street (former NAPA site) where the stormwater drainage system on the property has collapsed causing the building to cave in. He noted it would be very expensive to repair and pointed out a huge amount of public stormwater also runs through the system. In the past, Mr. Siceloff has requested help in repairing the stormwater drainage system through the city's Stormwater Assistance Program, but has been told that he does not qualify. He distributed a handout to Council that includes information on the city's Stormwater Management Improvement Program, a fable entitled The Little Dutch Boy Who Saved Holland, an aerial map of the City of High Point Stormwater System components, as well as a letter dated November 4, 2016 from Attorney Charles Lynch, Jr. with Keziah Gates, LLP to Derrick Boone outlining the findings of Barry Nelson (Northwest Geoscience) who they engaged to explore the situation and advise the owners on choices and alternatives for the repair of the collapsed pipe.

Note: The handout will be attached in Legistar as a permanent part of these proceedings.

Council Member C. Davis asked if the stormwater pipe is still actively being used and inquired as to the reason that Mr. Siceloff would not qualify for assistance. Deputy City Manager Randy McCaslin advised that it is an active stormwater line and explained that the property was developed before it was annexed into the city. Since the property owner built the building over the stormwater pipe on their own initiative, staff has concluded that the property owner is responsible for the repairs. Mr. McCaslin did note that without a doubt there is probably more water now flowing through due to the development further upstream, but noted there are no records of easements and it does not meet the stormwater requirements. Mr. Siceloff pointed out there are no records of a public easement for the property, which makes it

difficult to discuss. On the otherhand, he felt that since there are no written documents, they have no obligation to provide this service either. He did note that one of the benchmarks is that the diameter of the drain is too large and explained it could clearly be made smaller to meet the needs of the program based on the fact that all the other drainage pipes in the system are smaller in diameter.

Council Member C. Davis shared that when she inquired about the MOUs that were extended to High Point University, she was made aware there may have been some handshakes or nods over the years where there are no records either. She proceeded to ask the city attorney if this would be a possibility in this particular situation. Ms. Carlyle advised that she did not see the comparison between the two and noted that the city clearly could not take responsibility for something they did not install. She further clarified that she has not seen anything that would indicate any responsibility on the city's part in this situation.

Tony Collins, representing the Southside Neighborhood Association, acknowledged those neighbors present and offered support for **170173 Contract- Yates Construction Company, Inc. - Southside Pedestrian Bridge**. He invited Council to the Southside Neighborhood Reunion & Unity Festival that will be held on June 24th and 25th, 2017.

CONSENT AGENDA ITEMS

Chairman J. Davis reported that the Finance Committee met on May 31st and recommended approval of the following finance items. He recommended that these matters be rolled into one motion for approval.

At this time, **Chairman J. Davis moved to approve all finance-related matters on the Consent Agenda. Council Member Hill made a second to the motion, which carried unanimously. [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 J. Davis, Chair

Committee Members: J. Davis, C. Davis, Hill and Alexander

170166 Contract Amendment - Hazen & Sawyer - Westside Wastewater Treatment Plant

Council is requested to approve an amendment to the Hazen & Sawyer contract in the amount of \$484,672.00 to include the additional duration of the construction of Phase 3 to the Westside Wastewater Treatment Plant.

Approved an amendment to the Hazen & Sawyer contract in the amount of \$484,672.00 to include the additional duration of the construction of Phase 3 to the Westside Wastewater Treatment Plant.

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

Aye (9): Council Member Golden, Council Member Williams, Council Member Ewing, Mayor Pro Tem Wagner, Council Member Hill, Mayor Bencini, Council Member Alexander, Council Member J. Davis, and Council Member C. Davis

170167 Contract - Black & Veatch - Electrical Improvements - Ward Water Plant

Council is requested to approve an amendment to the Black and Veatch contract in the amount of \$225,000 for the electrical and HVAC improvements at the Ward Water Plant.

Approved an amendment to the Black and Veatch contract in the amount of \$225,000 for the electrical HVAC improvements at the Ward Water Plant.

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

Aye (9): Council Member Golden, Council Member Williams, Council Member Ewing, Mayor Pro Tem Wagner, Council Member Hill, Mayor Bencini, Council Member Alexander, Council Member J. Davis, and Council Member C. Davis

170168 Contact - Hazen & Sawyer - Water Master Plan

Council is requested to approve a contract with Hazen & Sawyer in the amount of \$204,000.00 for a water master plan to help determine service area needs and flow and pressure requirement in the current service area and future service areas.

Approved a contract with hazen & Sawyer in the amount of \$204,000.00 for a water master plan to help determine service area needs and flow and pressure requirements in the current service and future service areas.

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

Aye (9): Council Member Golden, Council Member Williams, Council Member Ewing, Mayor Pro Tem Wagner, Council Member Hill, Mayor Bencini, Council Member Alexander, Council Member J. Davis, and Council Member C. Davis

170169 Contract Extension - McGill Environmental - Bio-Solids Hauling and Disposal

Council is requested to approve a contract extension to McGill Environmental in the amount of \$400,000 to dispose of bio-solids from the wastewater system via incineration for an additional six (6) months.

Approved an extension to the McGill Environmental contract in the amount of \$400,000.00 to dispose of bio-solids from the wastewater system via incineration for an additional six (6) months.

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

Aye (9): Council Member Golden, Council Member Williams, Council Member Ewing, Mayor Pro Tem Wagner, Council Member Hill, Mayor Bencini, Council Member Alexander, Council Member J. Davis, and Council Member C. Davis

170170 Contract - Xylem Water Solutions, USA, Inc. - Flygt Water Pump - Waterview Lift Station

Council is requested to approve a sole source contract with Xylem Water Solutions USA, Inc. in the amount of \$39,321.25 for a Flygt pump for the Waterview Lift Station.

Approved a sole source contract with Xylem Water Solutions USA, Inc. in the amount of \$39,321.25 for a Flygt pump for the Waterview Lift Station.

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

Aye (9): Council Member Golden, Council Member Williams, Council Member Ewing, Mayor Pro Tem Wagner, Council Member Hill, Mayor Bencini, Council Member Alexander, Council Member J. Davis, and Council Member C. Davis

170171 Contract - D.H. Griffin Infrastructure, LLC - Bethel Drive Pump Station Replacement

Council is requested to approve a contract with D.H. Griffin Infrastructure, LLC in the amount of \$658,000.00 for the replacement of the Bethel Drive Pump Station replacement.

Approved a contract with D. H. Griffin Infrastructure, LLC in the amount of \$658,000.00 for the replacement of the Bethel Drive Pump Station.

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

Aye (9): Council Member Golden, Council Member Williams, Council Member Ewing, Mayor Pro Tem Wagner, Council Member Hill, Mayor Bencini, Council Member Alexander, Council Member J. Davis, and Council Member C. Davis

170173 Contract - Yates Construction Company, Inc. - Southside Pedestrian Bridge

Council is requested to award a construction contract to Yates Construction Company, Inc., in the amount of \$209,186.00 for the construction of the Southside Pedestrian Bridge.

Approved a construction contract with Yates Construction Company, Inc. in the amount of \$209,186.00 for the construction of the Southside Pedestrian Bridge.

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

Aye (9): Council Member Golden, Council Member Williams, Council Member Ewing, Mayor Pro Tem Wagner, Council Member Hill, Mayor Bencini, Council Member Alexander, Council Member J. Davis, and Council Member C. Davis

170174 Amended Lease Agreement - UNC-G/City of High Point - Southside Recreation Center

Council is requested to approve an amendment to the lease agreement between UNC-Greensboro and the City of High Point Parks and Recreation Department for space rental at the Southside Recreation Center.

Approved an amendment to the lease agreement between UNC-Greensboro and the City of High Point Parks and Recreation Department for space rental at the Southside Recreation Center.

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

Aye (9): Council Member Golden, Council Member Williams, Council Member Ewing, Mayor Pro Tem Wagner, Council Member Hill, Mayor Bencini, Council Member Alexander, Council Member J. Davis, and Council Member C. Davis

170175 City of High Point/Forsyth County - Tax Collection

Council is requested to authorize the appropriate City Official to execute an agreement between Forsyth County and the City of High Point for the collection of the 2017 and for the collection of 2016 and prior years' taxes by the Forsyth County Tax Administration office for areas of High Point located in Forsyth County.

Approved the agreement between Forsyth County and the City of High Point for the collection of the 2017 and for the collection of the 2016 and prior years' taxes by the Forsyth County Tax Administration office for areas of High Point located in Forsyth County and authorized the appropriate City Official to execute the agreement.

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

Aye (9): Council Member Golden, Council Member Williams, Council Member Ewing, Mayor Pro Tem Wagner, Council Member Hill, Mayor Bencini, Council Member Alexander, Council Member J. Davis, and Council Member C. Davis

-

REGULAR AGENDA ITEMS

FINANCE COMMITTEE - *Council Member J. Davis, Chair*

Committee Members: J. Davis, C. Davis, Hill and Alexander

170176 City of High Point 2017-2018 Budget Ordinance and Related Documents

City Council is requested to adopt the FY 2017-2018 Budget Ordinance for the City of High Point and associated fee schedules.

Adopted the FY 2017-2018 Budget Ordinance for the City of High Point and associated fee schedules.

A motion was made by Council Member Hill, seconded by Mayor Pro Tem Wagner, that this matter be adopted. The motion carried by the following 6-3 vote:

Aye (6): Council Member Williams, Council Member Ewing, Mayor Pro Tem Wagner, Council Member Hill, Mayor Bencini, and Council Member Alexander

Nay (3): Council Member Golden, Council Member J. Davis, and Council Member C. Davis

Ordinance No. 7300/17-42

Introduced 6/5/2017; Adopted 6/5/2017

Ordinance Book, Volume XIX, Page 183

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

Committee Members Golden, Alexander, Ewing and Williams

PENDING ITEMS

Motion by Council Member Golden, second by Council Member Williams to bring the following matters out of pending for further discussion/consideration:

170141 Public Hearing: Minimum Housing Ordinance

170103 Demolition of Structure- 613 Manley Street

160330 Demolition of Structure- 512 Hines Street

The motion to suspend the rules carried by a 9-0 unanimous vote as follows:

170141 Public Hearing - Minimum Housing Ordinance

Monday, May 1, 2017 is the date and time established to receive public comment on the City of High Point Minimum House Ordinance and at the close of the public hearing Council is requested to adopt the ordinance amending the City of High Point Minimum Housing Code. At the May 1st Council Meeting, this item was deferred to the June 5th Council Meeting.

The public hearing for this matter was initially held on May 1, 2017 at 5:30 p.m. At that meeting, the matter was deferred and the public hearing was continued to the June 5, 2017 meeting at 5:30 p.m.

City Attorney JoAnne Carlyle advised that she has already presented it to Council and additionally the Legal Department is in the process of completing the notebook of forms. She offered to answer any questions that Council may have.

There being no questions or further discussion, the public hearing was declared closed.

Adopted the Resolution adopting and implementing the Minimum Housing Ordinance as drafted by the City Attorney.

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

Aye (9): Council Member Golden, Council Member Williams, Council Member Ewing, Mayor Pro Tem Wagner, Council Member Hill, Mayor Bencini, Council Member Alexander, Council Member J. Davis, and Council Member C. Davis

**Ordinance No. 7301/17-43
Introduced 5/1/2017; Adopted 6/5/2017
Ordinance Book, XIX, Page 184**

**Resolution No. 1668/17-15
Introduced 5/1/2017; Adopted 6/5/2017
Resolution Book, Volume XIX, Page 137**

170103 Ordinance - Demolition of Structure - 613 Manley Street

Council is requested to adopt an ordinance ordering the inspector to effectuate the demolition of a structure located at 613 Manley Street belonging to Joshua and Sarah Stahl.

Lori Loosemore, Local Codes Enforcement Supervisor, advised that the owner has started repairs on this structure and it could be removed from the agenda.

A motion was made by Mayor Pro Tem Wagner, seconded by Council Member Hill, that this matter be removed from the agenda. The motion carried by the following 9-0 vote:

Aye (9): Council Member Golden, Council Member Williams, Council Member Ewing, Mayor Pro Tem Wagner, Council Member Hill, Mayor Bencini, Council Member Alexander, Council Member J. Davis, and Council Member C. Davis

160330 Ordinance - Demolition of Structure - 512 Hines Street

Council is requested to adopt an ordinance requiring the building inspector to effectuate the demolition of a structure located at 512 Hines Street belonging to Eliseo Zavala. (At the November 7, 2016 meeting this item was deferred to the December 5, 2016 Council Meeting. At the December 5, 2016 Council Meeting, Council deferred this item for 60 days or until the February 6, 2017 Council Meeting. At the February 6, 2017 meeting this item was placed back on the pending list. At the May 1st Council Meeting this item was discussed and deferred for two weeks or until the May 15th meeting. At the May 15 meeting this matter was deferred 30 days or until the June 19, 2017 meeting.)

Lori Loosemore, Local Codes Enforcement Supervisor, advised that she spoke with the property owner, Mr. Zavala, today and he stated he received the Supplemental Order. She noted that Mr. Zavala has verbally agreed to abide by the agreement and have the repairs done by August 14, 2017 and indicated he would have the signed Supplemental Order to her by tomorrow.

Placed matter back in pending.

A motion was made by Council Member C. Davis, seconded by Council Member Golden, that this matter be deferred back to the City Council and placed back on the pending list; due back on 8/14/2017. The motion carried by the following 9-0 vote:

Aye (9): Council Member Golden, Council Member Williams, Council Member Ewing, Mayor Pro Tem Wagner, Council Member Hill, Mayor Bencini, Council Member Alexander, Council Member J. Davis, and Council Member C. Davis

PLANNING & DEVELOPMENT COMMITTEE - Mayor Pro Tem Wagner, Chair

Committee Members: Wagner, C. Davis, J. Davis and Golden

170177 Resolution of Intent - Annexation 17-02

Approval of a Resolution of Intent that establishes a public hearing date of Monday, June 19, 2017 at 5:30 p.m., to consider a voluntary contiguous annexation of approximately 4.65 acres lying along the north and south side of Bales Chapel Road, approximately 1,700 feet east of Dillon Road. The property is known as Guilford County Tax Parcel 0160150, 0160166 and 0160151 and addressed as 1000, 1001, 1002 Bales Chapel Road.

Adopted a Resolution of Intent establishing a public hearing date of June 19, 2017 at 5:30 p.m. to receive public comment on a voluntary contiguous annexation of approximately 4.65 acres lying along the north and south side of Bales Chapel Road, approximately 1,700 feet east of Dillon Road.

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

Aye (9): Council Member Golden, Council Member Williams, Council Member Ewing, Mayor Pro Tem Wagner, Council Member Hill, Mayor Bencini, Council Member Alexander, Council Member J. Davis, and Council Member C. Davis

Resolution No. 1669/17-16

Introduced 6/5/2017; Adopted 6/5/2017

Resolution Book, Volume XIX, Page 138

PUBLIC HEARINGS – Planning & Development Committee

170178 Public Hearing - Ordinance - City of High Point- Text Amendment 17-04

A request by the City of High Point to amend the City of High Point Development Ordinance, Section 3.4.8 Central Business (CB) District, to add site and building standards.

The public hearing for this matter was held on Monday, June 5, 2017 at 5:30 p.m.

Heidi Galanti, Senior Planning Services Administrator- Planning and Development, provided an overview of the staff report which is hereby attached in Legistar as a permanent part of these proceedings.

On February 6, 2017, the City Council adopted a temporary moratorium on the construction and erection of non-residential buildings with certain metal or vinyl facades within the Central Business (CB) District and in the General (GB) and Light Industrial (LI) Districts that are located within 1,000 feet of the Central Business District. The moratorium was put in place until June 6, 2017 to allow staff time to draft standards, provide time for public review and notification, and to conduct public hearings before the Planning & Zoning Commission and the High Point City Council.

Ms. Galanti reported the objectives of the moratorium were to:

Develop sign standards that provide safeguards to protect existing and future investments; and

To create standards that are user-friendly, manageable, practical and that allow creativity.

Ms. Galanti advised that due to the timeframe and other on-going efforts going on in and around the CB District, staff drafted design standards that would be applicable only to the CB District at this time. The proposed design standards amend two sections of the CB District regulations:

Section 3.4.8.B. Dimensional Standards- *to add maximum street setback for lots that front Main Street and to add a perimeter setback and remove minimum side and rear setbacks; and*

Section 3.4.8.G. District Standards- re-written in its entirety to add standards for building compliance due to expansion or alteration, to add site standards that address building orientation, off street parking, sidewalks, accessory buildings, and building standards that address elements such as facade articulation, materials and transparency, primary entrance of buildings, roof-mounted equipment, service and vehicular bays.

Ms. Galanti noted a public drop-in information session was held on April 18th and the draft standards were reviewed with the public at that time, as well as mailed to all property owners within the district. Additionally, a project page was created on the city's website with all the information.

Staff recommends approval of TA 17-04 and the Planning & Zoning Commission met on May 23rd and also recommended approval by a 6-0 vote.

At this time, Chairman Wagner asked if there were any questions for Ms. Galanti. There being none, he opened the public hearing to accept public comments in regards to TA 17-04.

Judy Stalder, 665 N. Main Street, representing the Triad Real Estate and Building Industry Coalition (TREBIC), thanked staff for reaching out to them to solicit comments on these design standards and also thanked them for incorporating many of their suggestions/comments into the design standards. She advised that although typically TREBIC opposes any design standards in general; however, in this case they felt the standards are certainly usable and will guide the development and redevelopment of the Main Street corridor and the CB District, so they are not opposing these design standards at this time. Ms. Stalder did caution Council that sometimes design standards end up creating a boring atmosphere and asked Council and staff to keep an eye on this to ensure it does not happen in High Point.

Chairman Wagner asked if there were any additional comments. There being none, the public hearing was declared closed.

Adopted the Ordinance approving Text Amendment 17-04, amending Section 3.4.8 Central Business (CB) District adding site and building standards based on consistency with the city's Land Use Plan and that the request is reasonable and in the public interest because:

1. They protect existing and future investments,
2. They are user friendly and manageable, and
3. They allow for design creativity.

Ordinance No. 7302/17-44

Introduced 6/5/2017; Adopted 6/5/2017

Ordinance Book, Volume XIX, Page 185

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

Aye (9): Council Member Golden, Council Member Williams, Council Member Ewing, Mayor Pro Tem Wagner, Council Member Hill, Mayor Bencini, Council Member Alexander, Council Member J. Davis, and Council Member C. Davis

GENERAL BUSINESS AGENDA

170179 Minutes to Be Approved

- ✓ Special Meeting (Budget Review #1); Thursday, May 4th @ 3:00 p.m.
- ✓ Special Meeting (Budget Review #2); Monday, May 15th @ 3:00 p.m.
- ✓ Regular Council Meeting; Monday, May 15th @ 5:30 p.m.

Approved the preceding minutes as submitted.

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

Aye (9): Council Member Golden, Council Member Williams, Council Member Ewing, Mayor Pro Tem Wagner, Council Member Hill, Mayor Bencini, Council Member Alexander, Council Member J. Davis, and Council Member C. Davis

ADJOURNMENT

There being no further business to come before Council, the meeting adjourned at 6:30 p.m. upon motion by Council Member Alexander and second by Mayor Pro Tem Wagner.

Respectfully Submitted,

William S. Bencini, Jr., Mayor

Attest:

***Lisa B. Vierling, MMC
City Clerk***



FINANCE COMMITTEE

Chaired by Council Member J. Davis

Members: J. Davis, Alexander, C. Davis, and Hill

MAY 31, 2017 – 4:00 P.M.

3rd FLOOR CONFERENCE ROOM

MINUTES

Present:

Committee Chairman Jim Davis and Committee Members Latimer Alexander and Alyce Hill

Absent:

Committee Member Cynthia Davis

Staff Present:

Randy McCaslin, Deputy City Manager; Randy Hemann, Assistant City Manager; JoAnne Carlyle, City Attorney; Eric Olmedo, Budget & Administrative Manager; Jeron Hollis, Communications & Public Engagement Director; Terry Houk, Director of Public Services; Richard Fuqua, Affordable Housing Manager; Thanena Wilson, CD Administrator; Lee Tillery, Parks & Recreation Director; Jeff Moore, Director of Financial Services; Keith Pugh, Engineering Services Director; Robby Stone, Derrick Boone, Stormwater Superintendent; Public Services Assistant Director; Ryan Ferguson, Communications & Public Engagement Marketing Manager; Maria Smith, Deputy City Clerk and Lisa Vierling, City Clerk

News Media:

No News Media Present

Chairman J. Davis called the meeting to order at 4:01 p.m.

Contract Amendment - Hazen & Sawyer - Westside Wastewater Treatment Plant

Council is requested to approve an amendment to the Hazen & Sawyer contract in the amount of \$484,672.00 to include the additional duration of the construction of Phase 3 to the Westside wastewater Treatment Plant.

Terry Houk, Director of Public Services, reported this amendment modifies the 2004 original agreement by extending the scope of services of Hazen & Sawyer and the inspection costs for the end of the project, which is nine months past due. Staff recommends approval.

Chairman J. Davis was concerned how this would reflect the budget. Mr. Houk assured Chairman J. Davis there were enough funds in the budget and much of this would go back to liquidated damages.

Committee Member J. Davis moved to forward this matter to the City Council with a favorable recommendation for approval. Committee Member Hill made a second to the motion. The motion carried by a 3-0 unanimous vote. [Committee Member C. Davis was absent]

Contract - Black & Veatch - Electrical Improvements - Ward Water Plant

Council is requested to approve an amendment to the Black and Veatch contract in the amount of \$225,000 for the electrical and HVAC improvements at the Ward Water Plant.

Mr. Houk explained the amendment to this contract is needed for Electrical HVAC improvements to the Ward Water Plant. He reported that during the engineering inspections they found problems with the SCADA System and some of the control PLCs. Staff recommends approval.

Chairman J. Davis inquired if this was currently in the budget and Mr. Houk confirmed it was.

Committee Member J. Davis moved to forward this matter to the City Council with a favorable recommendation for approval. Committee Member Hill made a second to the motion. The motion carried by a 3-0 unanimous vote. [Committee Member C. Davis was absent]

Contact - Hazen & Sawyer - Water Master Plan

Council is requested to approve a contract with Hazen & Sawyer in the amount of \$204,000.00 for a water master plan to help determine service area needs and flow and pressure requirement in the current service area and future service areas.

Mr. Houk advised that money was budgeted for water/sewer master plan to update the 1988 and 1994 plans. He advised how it identifies the needs and projects for the budget requirements for the future service areas; fire flood demands and expansion capabilities. Staff recommends approval.

Chairman J. Davis questioned the timeframe for the master plan. Mr. Houk reported it would go out as far as 2030.

Committee Member J. Davis moved to forward this matter to the City Council with a favorable recommendation for approval. Committee Member Hill made a second to the motion. The motion carried by a 3-0 unanimous vote. [Committee Member C. Davis was absent]

Contract Extension - McGill Environmental - Bio-Solids Hauling and Disposal

Council is requested to approve a contract extension to McGill Environmental in the amount of \$400,000 to dispose of bio-solids from the wastewater system via incineration for an additional six (6) months.

Mr. Houk advised that money was budgeted to upgrade the incinerator. Council made the decision to incinerate bio-solids instead of disposal by land application or hauling it away. During startup, the incinerator had a failure and took a long time to get the parts for it to get repaired. As a result, the contract to haul and to dispose the bio-solids was bid out and was awarded to McGill. After the incinerator was repaired, there was a second failure and at that time, the City decided to do an evaluation of the failures in order to determine future direction. Staff is recommending approval of the contract extension to McGill to cover hauling and disposal cost up to six months.

Chairman J. Davis inquired about how much has been spent on the incinerator repairs and asked if we would be able to resolve the issues causing the failures. Mr. Houk estimated \$20 million has been spent which includes engineering costs. City Attorney JoAnne Carlyle advised the resolution would probably come through litigation. Chairman J. Davis asked if it would involve redesigning the incinerator and expressed concerns that \$20 million has already been invested. Ms. Carlyle reported that the City has

hired some experts in this area to get additional information in order to make an educated decision. Mr. Houk advised that this preliminary information should be available by the end of June. Chairman J. Davis inquired about the procedure that other cities are using and Mr. Houk replied a lot of them use dryers and it would be only a matter of time before the dryer method would also fall under the same standards as the incinerators. He suggested continuing to use the incineration method and pointed out the air emissions test were perfect prior to the second failure.

Committee Member J. Davis moved to forward this matter to the City Council with a favorable recommendation for approval. Committee Member Hill made a second to the motion. The motion carried by a 3-0 unanimous vote. [Committee Member C. Davis was absent]

Contract - Xylem Water Solutions, USA, Inc. - Flygt Water Pump - Waterview Lift Station

Council is requested to approve a sole source contract with Xylem Water Solutions USA, Inc. in the amount of \$39,321.25 for a Flygt pump for the Waterview Lift Station.

Mr. Houk noted this is a sole source purchase for an additional Flygt pump for the Waterview Lift Station. This upgrade will allow for a maximum service area for future development. Public Service is recommending that Council approve the sole source purchase of the additional Flygt pump.

Committee Member J. Davis moved to forward this matter to the City Council with a favorable recommendation for approval. Committee Member Hill made a second to the motion. The motion carried by a 3-0 unanimous vote. [Committee Member C. Davis was absent]

Contract - D.H. Griffin Infrastructure, LLC - Bethel Drive Pump Station Replacement

Council is requested to approve a contract with D.H. Griffin Infrastructure, LLC in the amount of \$658,000.00 for the replacement of the Bethel Drive Pump Station replacement.

Mr. Houk advised that the City has budgeted for the replacement of the Bethel Drive Pump Station which is part of the overall upgrade of lift stations throughout the City. It needs to be replaced due to settling of the wet well and due to the age of the existing equipment. Staff recommends approval.

Committee Member J. Davis moved to forward this matter to the City Council with a favorable recommendation for approval. Committee Member Hill made a second to the motion. The motion carried by a 3-0 unanimous vote. [Committee Member C. Davis was absent]

Contract - Yates Construction Company, Inc. - Southside Pedestrian Bridge

Council is requested to award a construction contract to Yates Construction Company, Inc., in the amount of \$209,186.00 for the construction of the Southside Pedestrian Bridge.

Chairman J. Davis questioned the cost of the bridge construction for \$300,000; staff noted the actual cost was \$209,000.

Keith Pugh, Engineering Services Director, explained that Community Development Housing approached Engineering Services about designing a multi-use path near Southside Recreation Center to connect to the neighborhood and the Fairview Elementary School. He advised the pedestrian bridge is only one element of the overall trail system.

Chairman J. Davis asked if there was any reason why we were pushing ahead with the bridge since the trail will not be completed right away. Affordable Housing Manager Richard Fuqua reported that there is access through the right-of-way currently, which is being used as a cut through. Pedestrians can walk on

both sides, but cannot cross over because of the creek. Mr. Fuqua advised the Urban Orchard is also part of the overall plan.

Committee Member Alexander felt this was a worthwhile project that has been discussed for a while and he felt the path would be well-used once the bridge is constructed.

Committee Member J. Davis moved to forward this matter to the City Council with a favorable recommendation for approval. Committee Member Hill made a second to the motion. The motion carried by a 3-0 unanimous vote. [Committee Member C. Davis was absent]

Amended Lease Agreement - UNC-G/City of High Point - Southside Recreation Center

Council is requested to approve an amendment to the lease agreement between UNC-Greensboro and the City of High Point Parks and Recreation Department for space rental at the Southside Recreation Center.

Lee Tillery, Parks and Recreation Director, reported on the amendment to the 2015 lease between UNC-Greensboro and the City of High Point. He advised the original plan was to provide some services for the Youth/Family Community Partnership Program that has since gone away. Although they have not used the facility in a while, staff is recommending the contract be amended to allowed for some flexibility, a room, and office space should they need to do some programming.

Committee Member J. Davis moved to forward this matter to the City Council with a favorable recommendation for approval. Committee Member Hill made a second to the motion. The motion carried by a 3-0 unanimous vote. [Committee Member C. Davis was absent]

City of High Point/Forsyth County - Tax Collection

Council is requested to authorize the appropriate City Official to execute an agreement between Forsyth County and the City of High Point for the collection of the 2017 and for the collection of 2016 and prior years' taxes by the Forsyth County Tax Administration office for areas of High Point located in Forsyth County.

Committee Member J. Davis moved to forward this matter to the City Council with a favorable recommendation for approval. Committee Member Hill made a second to the motion. The motion carried by a 3-0 unanimous vote. [Committee Member C. Davis was absent]

City of High Point 2016-2017 Budget Ordinance and Related Documents

City Council is requested to adopt the FY 2017-2018 Budget Ordinance for the City of High Point and associated fee schedules.

Chairman J. Davis asked if there were any comments/recommendations from the Finance Committee for the proposed budget. Mr. McCaslin advised Chairman J. Davis that normally the proposed budget would be placed on the regular agenda. Chairman J. Davis shared that he would be voting in opposition to the proposed budget.

Other items:

Elite Performance Sports Group Committee

Chairman J. Davis mentioned the funds that were approved for Elite Performance Sports in next year's budget. However, the group has made another request for \$5,000 to help cover anticipated expenses for a program that they would have in mid-June since they would not have access to the \$5,000 that has been approved in the proposed 2017-2018 budget.

The group made a presentation before the Parks and Recreation Commission and asked for in-kind services, which staff agreed to. A discussion followed regarding whether this new request for \$5,000 would be in addition to the \$5,000 already approved. Committee Member Alexander stated that he did not approve of an additional \$5,000.

Chairman J. Davis asked Mr. Tillery to describe the program. Mr. Tillery explained that the City has several startup organizations like this one that are focused on travel sports. He advised that Parks and Recreation typically works with these organizations by providing in-kind services such as: use of equipment and possibly waiving or reducing the park rental fees. He reported that Elite Performance Sports has paid to use a lot of fields in the past. He further advised that he really did not know much more about their program other than what they presented at the Council meeting and the Parks and Recreation Commission meeting.

Chairman J. Davis shared that Parks and Recreation Commissioner Ed Price follows this organization and feels that it is a good program and that the City should be involved.

Chairman J. Davis asked Eric Olmedo, Budget & Administrative Manager, to reach out to Elite Performance Sports for clarification. Mr. McCaslin advised to keep as much of this in the nonprofit as possible, otherwise it would result in Council being inundated with all kinds of requests from other groups in the future.

Committee Member Alexander expressed concerns that this was done outside the nonprofit funding process and mentioned he heard some things that were troubling and that they were not specific about the needs. He agreed with Mr. McCaslin that they need to go through the nonprofit funding process.

There being no further business to come before the Committee, the meeting adjourned at 4:28 p.m. upon motion duly made and seconded.

Respectfully Submitted,

Maria A. Smith
Deputy City Clerk

Jim Davis, Chairman

CITY OF HIGH POINT

AGENDA ITEM



Title: Resolution of Intent for a Voluntary Contiguous Annexation
Annexation 17-05 (Westmoreland and Montsinger et al.)

From: Lee Burnette, Planning & Development
Director

Meeting Date: June 19, 2017

Public Hearing: No

Advertising Date: Not applicable

Advertised By: Not applicable

Attachments: A. Resolution of Intent for Annexation 17-05
B. Map of property proposed to be annexed

PURPOSE:

Approval of a Resolution of Intent that establishes a public hearing date to consider a voluntary contiguous annexation request.

BACKGROUND:

Resolution of Intent for Annexation 17-05 is enclosed.

BUDGET IMPACT:

There is no budget impact.

RECOMMENDATION / ACTION REQUESTED:

Staff requests City Council set a public hearing date of Monday, July 17, 2017, to hear this case.

PUBLISH ONCE: Friday, June 30, 2017

**RESOLUTION TO ESTABLISH A
PUBLIC HEARING DATE FOR
VOLUNTARY CONTIGUOUS ANNEXATION
(Case # AN-17-05)**

WHEREAS, the City Council has been petitioned to annex the property of Reid & Catherine Westmoreland, D.L. Montsinger, Thomas Lee Montsinger, John Avery Montsinger, Dean Montsinger; Hollis Montsinger and The James and Margaret Westmoreland Limited Partnership. The proposed annexation site is approximately 71 acres lying east of Sandy Ridge Road, west of Kendale Road and south of the intersection of Sandy Ridge Road and John Knox Drive. The property is known as Guilford County Tax Parcels 0171336 (portion) 0171341 (portion), 0171316, 0171348, 0171314, and 0171313 (portion).

WHEREAS, the City Clerk is in receipt of said petition and has determined its sufficiency in accordance with G.S. 160A-31;

NOW, THEREFORE BE IT RESOLVED, THAT THE CITY COUNCIL establishes Monday, July 17, 2017, at 5:30 p.m., in the Council Chambers in the Municipal Building at 211 South Hamilton Street, High Point, North Carolina, as the date for the public hearing regarding the requested annexation.

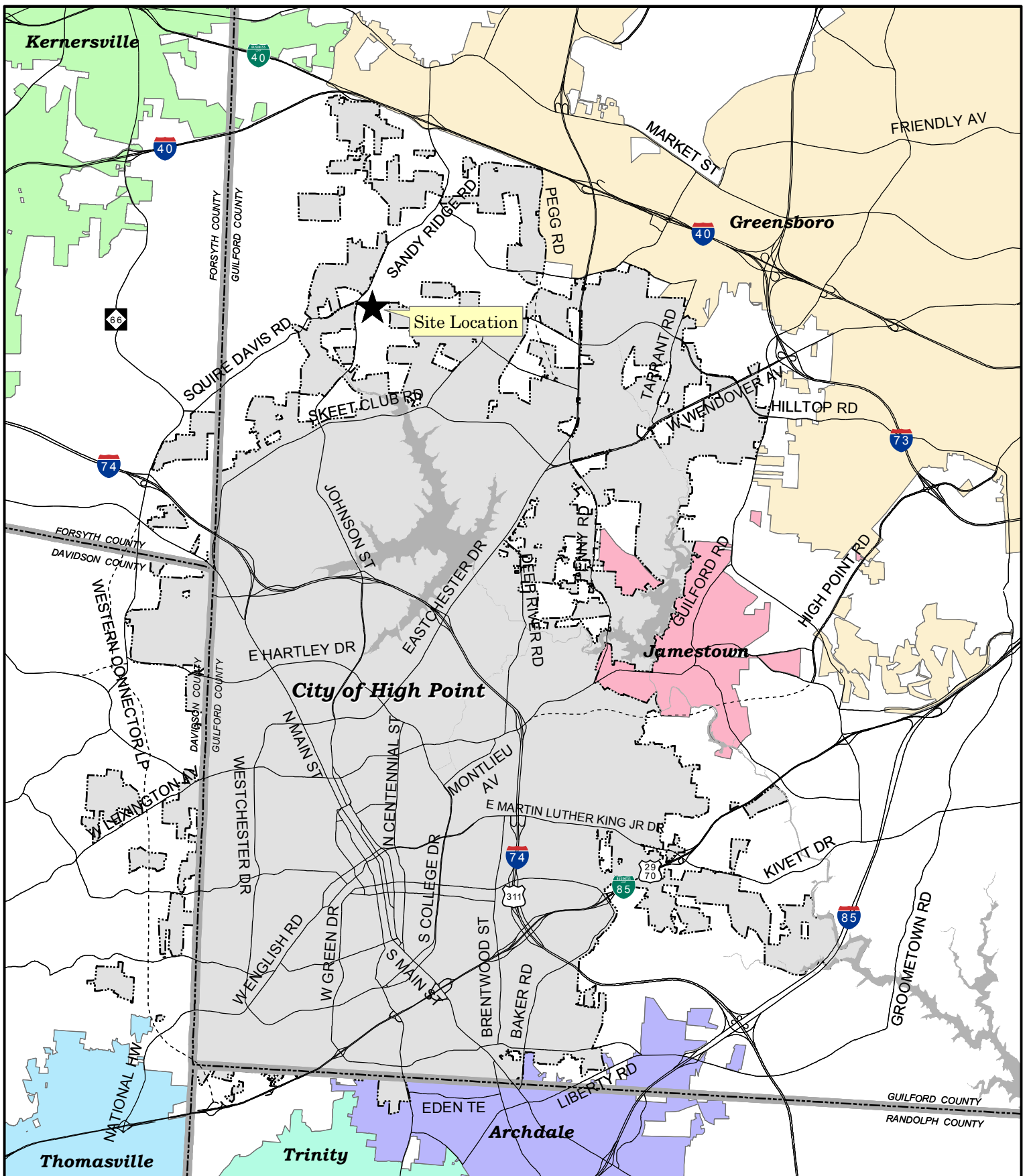
Any interested party will be permitted to be heard at the public hearing. The meeting facilities of the City of High Point are accessible to people with disabilities. If you need a special accommodation, call (336) 883-3298 or the TDD# (336) 883-8517.

Following the public hearing, the City Council shall have authority to adopt an ordinance annexing the territory described in the petition. The City Council shall have authority to make the annexing ordinance effective immediately or on any specified date within six (6) months from date of passage of ordinance.

Further information pertaining to this request is available for public inspection upon request at the Planning and Development Department in the Municipal Office Building, 211 South Hamilton Street, Room 316, High Point, North Carolina, (336) 883-3328 or FAX (336) 883-3056.

By order of the City Council,
This the 19th day of June, 2017.

Lisa B. Vierling, City Clerk



ANNEXATION REQUEST AN-17-05

Applicant: Reid & Catherine Westmoreland, D.L. Montsinger, Thomas L Montsinger, John A Montsinger, Dean Montsinger; Hollis Montsinger and The James and Margaret Westmoreland Limited Partnership
Area: 71 acres

**Planning & Development
 Department**

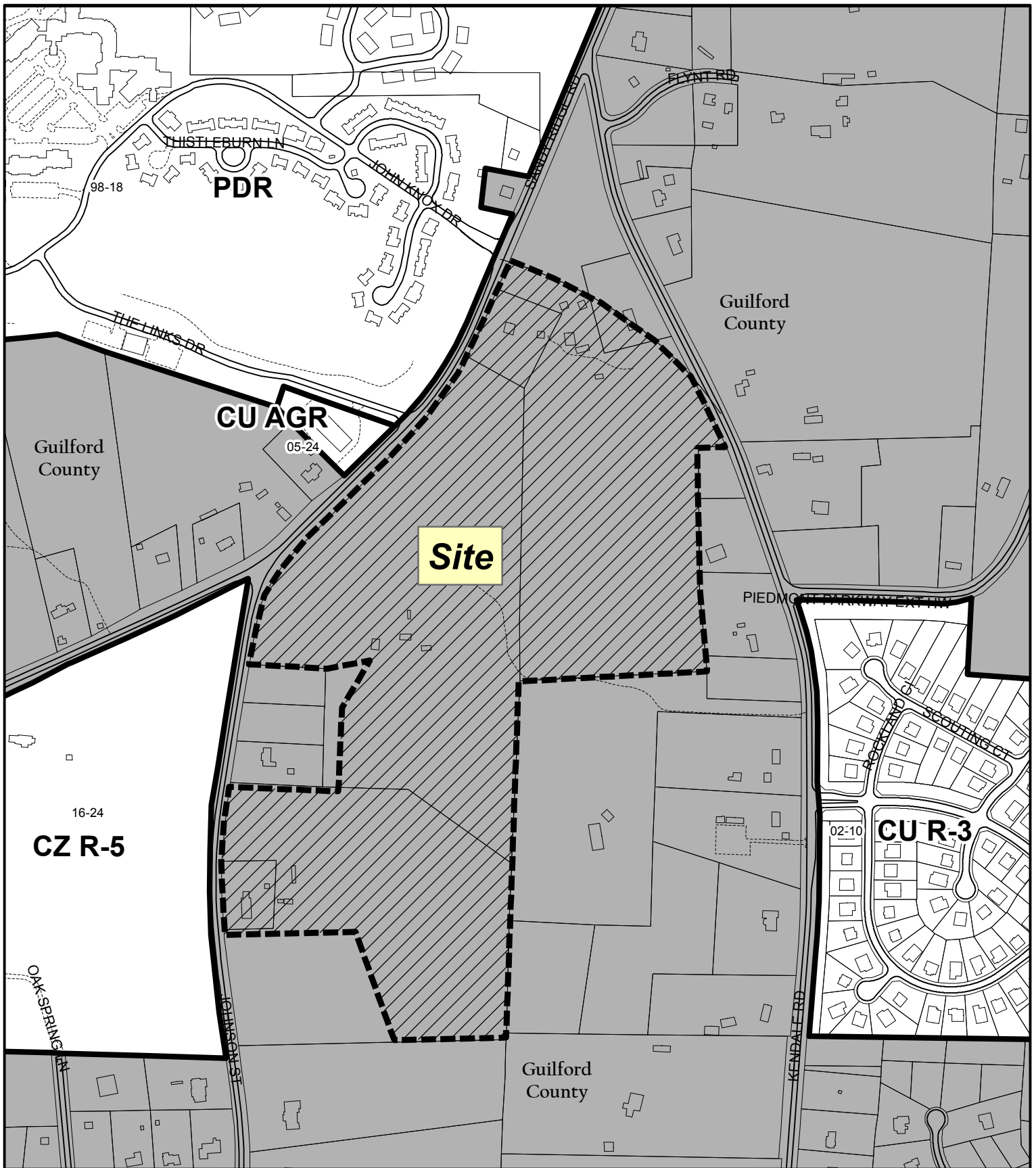
City of High Point

Date: June 5, 2017



Scale: 1"=8,500'

G:\Planning\Secure\ba-pz/
 2016\pz\AnnexVicMap.mxd



ANNEXATION REQUEST AN-17-05

Applicant: Reid & Catherine Westmoreland, D.L. Montsinger, Thomas L Montsinger, John A Montsinger, Dean Montsinger; Hollis Montsinger and The James and Margaret Westmoreland Limited Partnership

Area: 71 acres

Existing Zoning Boundary
Subject Property Boundary

Planning & Development
Department

City of High Point

Date: June 5, 2017



Scale: 1"=500'

G:/Planning/Secure/ba-pz/
2017/pzan17-05.mxd

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 May 23, 2017 and before the City Council of the City of High Point on June 19, 2017 regarding **Zoning Map Amendment Case 17-06 (ZA-17-06)** 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 May 14, 2017, for the Planning and Zoning Commission public hearing and on June 7, 2017 and June 17, 2017, 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 **June 19, 2017**.

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 Office Institutional (CZ-OI) District**. The property is approximately 11.09 acres and lying west of Skeet Club Road, north of Whites Mill Road and along both sides of Peters Court. The property is also known as Guilford County Tax Parcels 0204620, 0204643, 0204659, 0204660, 0204661, 0204662 and 0204664.

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:**

Any uses allowed in the Office Institutional (OI) District subject to the standards of the Development Ordinance and the specific conditions listed in this ordinance.

Part II. **CONDITIONS:**

A. **Landscaping, Buffers and Screening.**

Along the western boundary of Guilford County Tax Parcel 0204643 (3621 Peters Court) the property owner shall:

Maintain a minimum fifty-five (55) foot wide undisturbed landscape buffer that leaves all existing vegetation natural and undisturbed. The existing trees and vegetation shall be supplemented, where necessary, to meet the Type B perimeter

landscape yard rate. The property owner shall be permitted to remove unhealthy vegetation and vegetation that may pose a danger to adjacent property owners and occupants of the rezoning site. The property owner shall also be permitted to prune existing vegetation within the planting yard area in order to maintain the health of the existing vegetation.

OR

Install a minimum thirty (30) foot wide Type B perimeter landscape yard with a minimum 5-foot high opaque fence.

B. Transportation Conditions.

1. Access

There are three existing access points to the zoning site, one (1) from Whites Mill Road (Peters Court ROW) and two (2) from Skeet Club Road (a private drive extending to Peters Court and a shared drive driveway). A third access point to Skeet Club Road that is, right-in/right out only, may be permitted to Skeet Club Road-near the northern property line of the zoning site.

2. Other Transportation Conditions

The City of High Point Transportation Director and the North Carolina Department of Transportation 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.

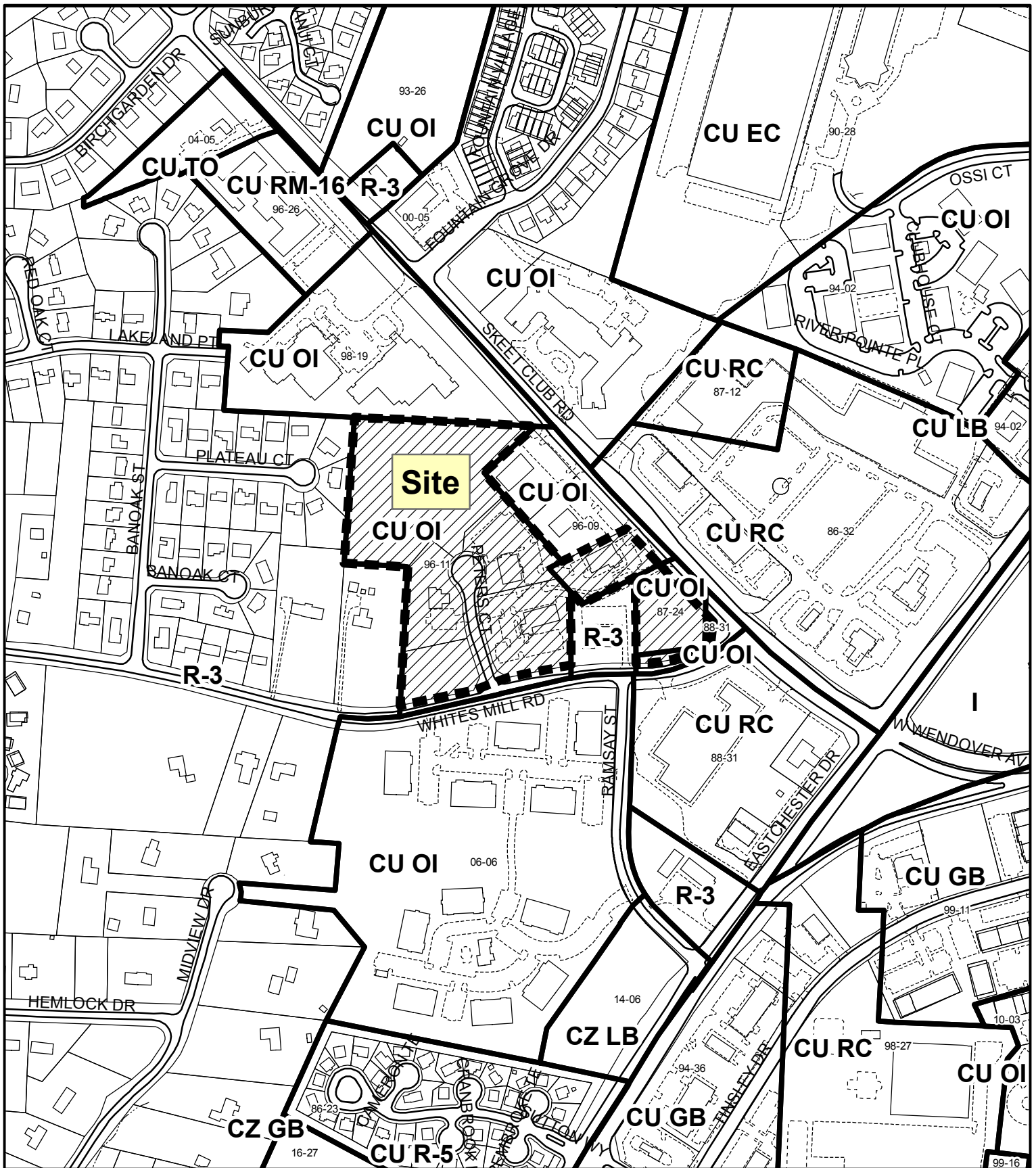
SECTION 5

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.
19th day of June, 2017.

Lisa B. Vierling, City Clerk



ZONING MAP AMENDMENT ZA-17-06

From: Conditional Use Office Institutional
To: Conditional Zoning Office Institutional

Existing Zoning Boundary —————
Subject Property Boundary - - - - -

**Planning & Development
 Department**

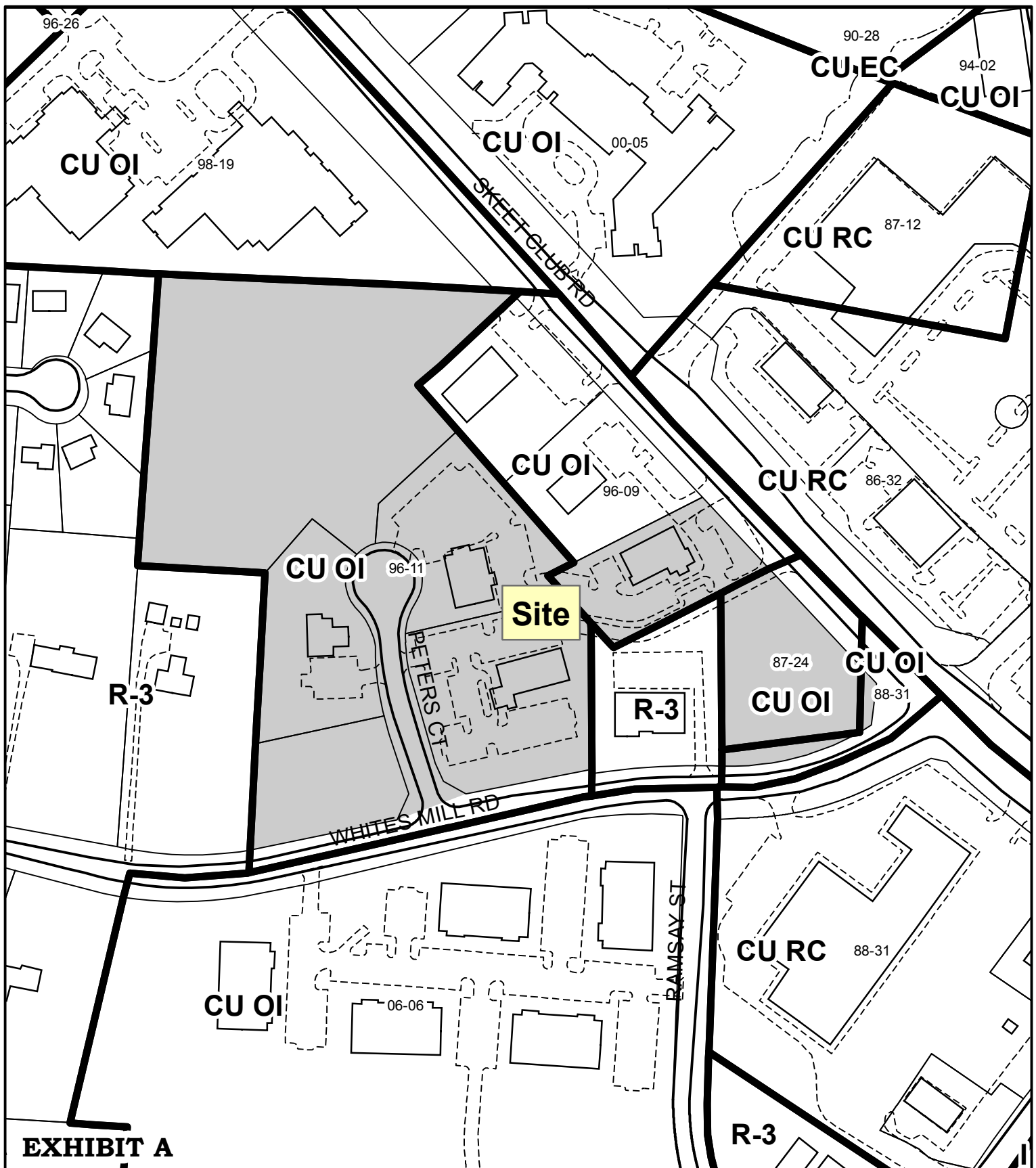
City of High Point

Date: May 23, 2017



Scale: 1"=400'

G:\Planning\Secure\ba-pz/
 2017\pz\za17-06.mxd



ZONING MAP AMENDMENT ZA-17-06

From: Conditional Use Office Institutional
To: Conditional Zoning Office Institutional

Existing Zoning Boundary —————
Subject Property Boundary - - - - -

**Planning & Development
 Department**

City of High Point

Date: May 23, 2017



Scale: 1"=200'
 G:/Planning/Secure/ba-pz/
 2017/pz/za17-06exh.mxd

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 May 23, 2017 and before the City Council of the City of High Point on June 19, 2017 regarding **Zoning Map Amendment Case 17-08 (ZA-17-08)** 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 May 14, 2017, for the Planning and Zoning Commission public hearing and on June 7, 2017 and June 14, 2017, 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 **June 19, 2017**.

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 Central Business (CZ-CB) District**. The property is approximately 0.42 acres and lying at the southwest corner of S. Lindsay Street and W. High Street (100 S. Lindsay Street). The property is also known as Guilford County Tax Parcel 017245.

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:

Any uses allowed in the Central Business (CB) District subject to the standards of the Development Ordinance and the specific conditions listed in this ordinance

Part II. CONDITIONS:

A. Development and Dimensional Requirements.

1. A minimum fifteen (15) foot building setback shall be provided from the W. High Street right-of-way or northern property line of the zoning site.
2. A minimum ten (10) foot wide Street Yard planted at a rate of 2 understory trees per every 100 linear feet and 18 evergreen shrubs per every 100 linear feet shall be required along the northern property line of the zoning site.

3. No loading dock or access to loading dock shall be permitted from W. High Street. Loading or service areas shall not be visible from the W. High Street right-of-way.
4. As long as the abutting property to the west (Guilford County Tax Parcel 0172463 - 407 W. High Street) contains a historic structure/structure of historic significance, the following shall be required:
 - a) A minimum ten (10) foot building setback from the western property line of Guilford County Tax Parcel Guilford County Tax Parcel 0172463.
 - b) A minimum ten (10) foot wide planting yard planted at a rate of 2 understory trees per every 100 linear feet and 18 evergreen shrubs per every 100 linear feet shall be required along the western property line of Guilford County Tax Parcel Guilford County Tax Parcel 0172463.
 - c) A maximum building height of fifty (50) feet.

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

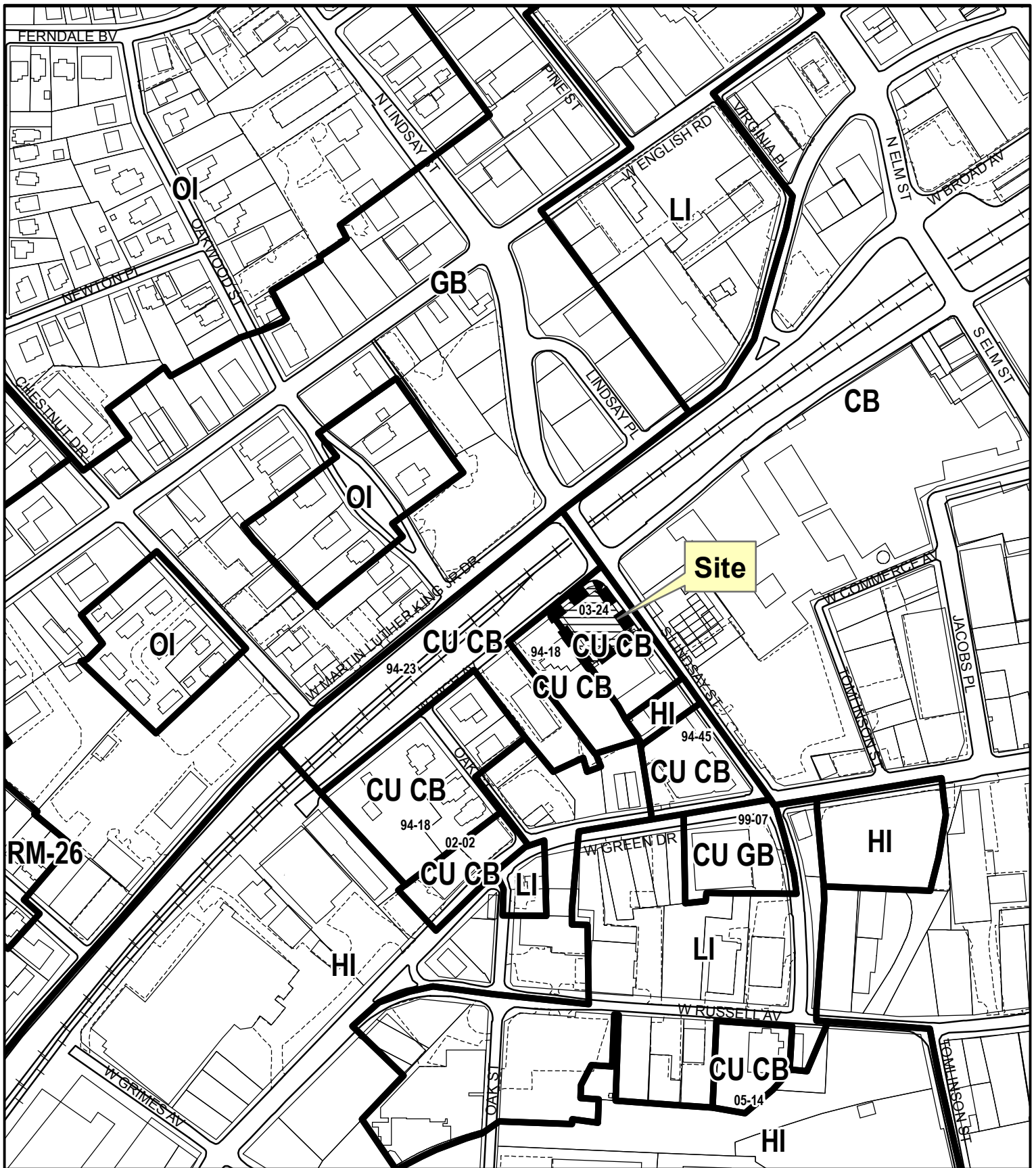
That all ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 6.

This ordinance shall become effective upon the date of adoption.

19th day of **June, 2017.**

Lisa B. Vierling, City Clerk



ZONING MAP AMENDMENT ZA-17-08

From: Conditional Use Central Business
To: Conditional Zoning Central Business

Existing Zoning Boundary —————
Subject Property Boundary - - - - -

**Planning & Development
 Department**

City of High Point

Date: May 23, 2017



Scale: 1"=300'

G:/Planning/Secure/ba-pz/
 2017/pz/za17-08.mxd

CITY OF HIGH POINT

AGENDA ITEM



Title: Ordinance to Demolish – 324 Amhurst Avenue

From: Michael McNair, Director
Community Development & Housing

Meeting Date: June 19, 2017

Public Hearing: No

Advertising Date:

Advertised By:

Attachments:

- A. Staff report
- B. Ordinance to Demolish
- C. Photos
- D. Maps

PURPOSE:

A request by Community Development and Housing – Local Codes Section to adopt an ordinance ordering the inspector to demolish the dwelling at 324 Amhurst Avenue.

BACKGROUND:

After a Complaint and Notice of Hearing was issued and a hearing held, an Order to Repair or Demolish was issued on 1/20/17. No action occurred by the compliance date of 3/27/17. The necessary repairs to the dwelling exceed its current tax value and the demolition is warranted.

BUDGET IMPACT:

Funds are available in the Department budget for the demolition and asbestos testing of the structure(s), and for the asbestos removal if present.

RECOMMENDATION / ACTION REQUESTED:

Staff recommends the adoption of the requested ordinance to demolish this single family dwelling.

PENDING ACTION:

The ordinance becomes effective 30 days from the date of adoption. If there is no action by the property owner by the effective date of the ordinance, then asbestos testing and the demolition bid process will begin and the structure will be removed by the City. After City demolition, the property owner is billed for the cost. If the bill is unpaid, the City places a lien on the property.

**COMMUNITY DEVELOPMENT AND HOUSING
CODE ENFORCEMENT
HOUSING ENFORCEMENT DIVISION**

**ORDINANCE
REQUEST:**

Ordinance to Demolish

**PROPERTY
ADDRESS:**

324 Amhurst Avenue

OWNER:

JHS Master Capital, LLC

**FIRST
INSPECTION:
12/30/16**

Summary of Major Violations

1. Repair or replace sheetrock – holes in ceilings and walls
2. Repair replace holes in roof causing leaks
3. Repair or replace damaged wiring
4. Repair or replace damaged floor covering and sheeting
5. Missing water heater

**HEARING
RESULTS:
1/20/17**

No one appeared for the Hearing. A representative for the owner contacted the inspector prior to the hearing and he was emailed a copy of the violations. During the Hearing it was determined there are several violations of the Minimum Housing Code. There are multiple violations of the minimum housing code in the house that make it unsafe. In its present state, necessary repairs to the dwelling exceed 50% of the value of the structure.

**ORDER(S)
ISSUED:
2/22/17**

Order to Repair or Demolish
Date of Compliance 3/27/17

APPEALS:

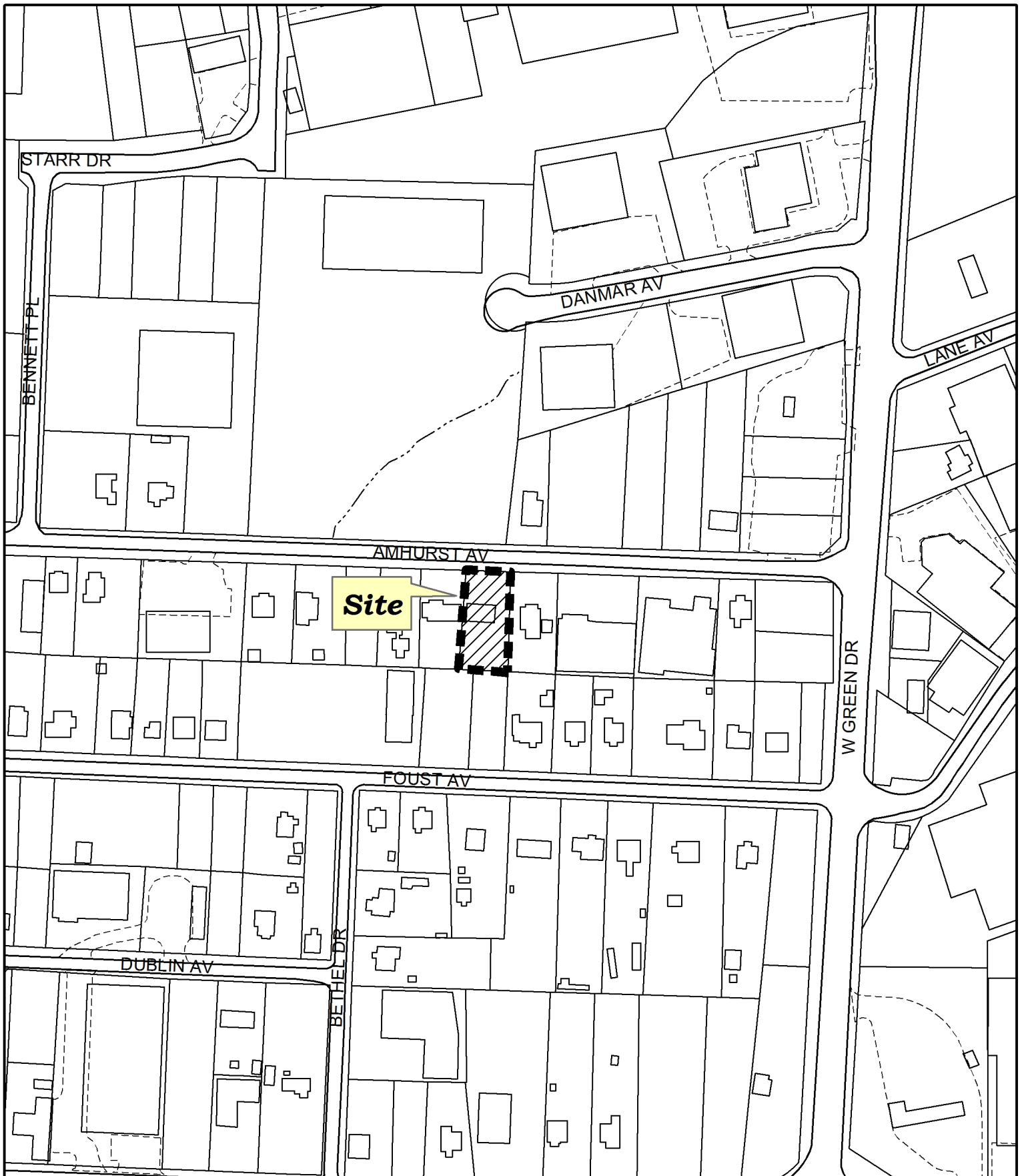
No appeals to date.

**OWNER
ACTIONS:**

None

ADDITIONAL:

Local Codes received a complaint on 6/7/17 that a tree fell on the house. The inspector met a representative of the owner, James Campbell at the property who stated they were planning to repair the property before the tree fell. He stated he would have the tree removed and they would assess the damages and they might repair it.



324 Amhurst Avenue

Ordinance to Demolish



Location of subject property

**Community Development
and Housing**

City of High Point

Date: June 13, 2017



Scale: 1"=200'

G:/Planning/Secure/ba-pz/
Inspections/ord-demo.mxd





















BK: R 7947
PG: 1507-1511
RECORDED:
06-26-2017
08:56:39 AM
BY: MISTY MARTIN
DEPUTY-HP



2017035089

NC FEE \$26.00

GUILFORD COUNTY, NC
JEFF L. THIGPEN
REGISTER OF DEEDS

Return to: JoAnne Caryle, City Attorney
City of High Point
P.O. Box 230
High Point, NC 27261
Ordinance No. 7308 / 17-50

Plu
CHP

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-31, as amended, to annex the area described herein; and,

5
min

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 19th day of June, 2017; and,

WHEREAS, the City of High Point does hereby find as a fact that said petition meets the requirements of G.S. 160A-31 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-31 as amended, the following described territory is hereby annexed, and made a part of the City of High Point as of June 19, 2017.

ANNEXATION DESCRIPTION

Bales Memorial Wesleyan Methodist Church - (Annexation Case 17-02)

LEGAL DESCRIPTION FOR BALES MEMORIAL WESLEYAN METHODIST CHURCH, PARCEL A & PARCEL B (Guilford County Tax Parcels 0160515, 0160166 and 0160150).

TRACT A

BEGINNING AT AN EXISTING 1" IRON PIPE, SAID IRON PIPE BEING THE SOUTHWEST CORNER OF BALES MEMORIAL WESLEYAN METHODIST CHURCH, PARCEL NO.

01060150 (DEED BOOK 2840, PAGE 282, TRACT A), A NORTHWEST CORNER OF WYATT L. & MARGIE R. RICHARDSON, PARCEL NO. 0160169 (DEED BOOK 1309, PAGE 158) AND ALSO BEING A POINT ON THE EASTERN PROPERTY LINE OF GEORGE M. AND MARIAMMA MUKUNNEMKERIL, PARCEL NO. 0201998 (DEED BOOK 3509, PAGE 1716 AND LOT 76 OF PLAT BOOK 47, PAGE 1); THENCE LEAVING SAID RICHARDSON AND ALONG SAID BALES MEMORIAL WESLEYAN METHODIST CHURCH WESTERN LINE THE FOLLOWING 4 (FOUR) COURSES AND DISTANCES: 1) NORTH 04° 25' 35" EAST 68.91 FEET TO AN EXISTING 1/2" IRON PIPE, SAID IRON PIPE BEING A COMMON CORNER OF 2015-3 IH2 BORROWER L.P., PARCEL NO. 0201997 (DEED BOOK 7717, PAGE 433 AND LOT 77 OF PLAT BOOK 47, PAGE 1) AND LEWIS WAYNE OWENS, JR. & AMY KAY OWENS, PARCEL NO. 0201996 (DEED BOOK 7307, PAGE 45 AND LOT 78 OF PLAT BOOK 47, PAGE 1); 2) NORTH 04° 45' 21" EAST 203.81 FEET TO AN EXISTING 1/2" IRON PIPE, SAID IRON PIPE BEING A COMMON CORNER OF KEO AND JERRY CREGER, PARCEL NO. 0201995 (DEED BOOK 7313, PAGE 1733 AND LOT 79 OF PLAT BOOK 47, PAGE 1) AND WILLIS GEORGE AND DELORES WHITSETT HARGROVE, PARCEL NO. 0201994 (DEED BOOK 4118, PAGE 204 AND LOT 80 OF PLAT BOOK 47, PAGE 1); 3) NORTH 04° 50' 43" EAST 96.18 FEET TO AN EXISTING 1/2" IRON PIPE, SAID IRON PIPE BEING THE NORTHEAST CORNER OF SAID HARGROVE AND BEING A POINT ON THE SOUTHERN RIGHT-OF-WAY OF BALES CHAPEL ROAD (60' PUBLIC RIGHT-OF-WAY, PLAT BOOK 47, PAGE 1); 4) NORTH 04° 50' 43" EAST 49.61 FEET TO A COMPUTED POINT, SAID COMPUTED POINT BEING LOCATED IN RIGHT-OF-WAY OF SAID BALES CHAPEL ROAD; THENCE CONTINUING IN THE RIGHT-OF-WAY OF SAID BALES CHAPEL ROAD SOUTH 71° 27' 00" EAST 560.08 FEET LEAVING SAID BALES MEMORIAL WESLEYAN METHODIST CHURCH, PARCEL NO. 0160165 AND CROSSING INTO BALES MEMORIAL WESLEYAN METHODIST CHURCH, PARCEL NO. 0160166 (DEED BOOK 2753, PAGE 561 & DEED BOOK 1904, PAGE 170) TO A COMPUTED POINT, SAID COMPUTED POINT BEING LOCATED IN THE RIGHT-OF-WAY OF SAID BALES CHAPEL ROAD AND BEING THE NORTHEAST CORNER OF SAID BALES MEMORIAL WESLEYAN METHODIST CHURCH (PARCEL NO. 0160166); THENCE SOUTH 03° 22' 25" WEST 31.42 FEET TO AN EXISTING 1/2" IRON PIPE; SAID IRON PIPE BEING A NORTHERN CORNER OF SAID RICHARDSON AND A POINT ALONG THE SOUTHERN RIGHT-OF-WAY OF SAID BALES CHAPEL ROAD; THENCE LEAVING SAID BALES CHAPEL ROAD AND ALONG THE PROPERTY LINE OF SAID RICHARDSON THE FOLLOWING 4 (FOUR) COURSES AND DISTANCES: 1) SOUTH 03° 22' 25" WEST 191.12 FEET TO AN EXISTING 1/2" IRON ROD; 2) NORTH 89° 53' 56" WEST 145.37 FEET TO AN EXISTING 5/8" IRON PIPE, 3) SOUTH 02° 25' 09" WEST 141.32 FEET TO AN EXISTING 1/2" IRON PIPE; 4) NORTH 72° 47' 39" WEST 419.87 FEET LEAVING SAID BALES MEMORIAL WESLEYAN METHODIST CHURCH (PARCEL NO. 0160166) AND CROSSING INTO SAID BALES MEMORIAL WESLEYAN METHODIST CHURCH (PARCEL NO. 0160150) TO THE POINT AND PLACE OF **BEGINNING**. CONTAINING 4.209± ACRES, MORE OR LESS

TRACT B

BEGINNING AT A NEW 1/2" IRON PIPE, SAID NEW IRON PIPE BEING A POINT ON THE WESTERN LINE OF BALES MEMORIAL WESLEYAN METHODIST CHURCH, TRACT B, PARCEL NO. 0160151 (DEED BOOK 288, PAGE 270 & DEED BOOK 964, PAGE 83), A SOUTHEAST CORNER OF SUSAN GAYLE HALL NELSON, PARCEL NO. 0160153 (DEED BOOK 7622, PAGE 731) AND A POINT ALONG THE NORTHERN RIGHT-OF-WAY OF BALES CHAPEL ROAD (60' PUBLIC RIGHT-OF-WAY, PLAT BOOK 47, PAGE 1); THENCE LEAVING

SAID BALES CHAPEL ROAD RIGHT-OF-WAY AND ALONG SAID NELSON PROPERTY LINE THE FOLLOWING 2 (TWO) COURSES AND DISTANCES: 1) NORTH 03° 10' 05" EAST 100.54 FEET TO AN EXISTING 1" IRON PIPE; 2) SOUTH 71° 18' 19" EAST 200.26 FEET TO AN EXISTING STONE, SAID STONE BEING A COMMON CORNER OF SAID NELSON, JASEN A. STRANGE, PARCEL NO. 0160149 (DEED BOOK 6908, PAGE 2671) AND SAID BALES MEMORIAL WESLEYAN METHODIST CHURCH; THENCE LEAVING SAID NELSON AND ALONG THE WESTERN LINE OF SAID STRANGE SOUTH 03° 33' 36" WEST 98.61 FEET TO A NEW 1/2" IRON PIPE, SAID NEW IRON PIPE BEING THE SOUTHWEST CORNER OF SAID STRANGE AND A POINT ALONG THE RIGHT-OF-WAY OF SAID BALES CHAPEL ROAD; THENCE LEAVING SAID STRANGE AND INTO SAID BALES CHAPEL ROAD RIGHT-OF-WAY THE FOLLOWING 4 (FOUR) COURSES AND DISTANCES: 1) SOUTH 03° 33' 36" WEST 4.28 FEET TO AN EXISTING STONE; 2) SOUTH 03° 33' 36" WEST 7.10 FEET TO A COMPUTED POINT; 3) NORTH 71° 14' 53" WEST 199.54 FEET TO A COMPUTED POINT; 4) NORTH 03° 10' 05" EAST 2.90 FEET TO AN EXISTING 1/2" IRON PIPE; SAID IRON PIPE BEING A SOUTHERN CORNER OF SAID NELSON AND BEING LOCATED IN THE RIGHT-OF-WAY OF SAID BALES CHAPEL ROAD; THENCE ALONG SAID NELSON PROPERTY LINE NORTH 03° 10' 05" EAST 6.56 FEET TO THE POINT AND PLACE OF **BEGINNING**. CONTAINING 0.441± ACRES, MORE OR LESS

SECTION 2. Upon and after June 19, 2017 the above described territory 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-58.10.

SECTION 3. The Mayor of the City of High Point shall cause to be recorded in the Office of the Register of Deeds of **Guilford** County and in the Office of the Secretary of State at Raleigh, North Carolina, an accurate map of the annexed territory, described in Section 1 above, together with a duly certified copy of this ordinance. Such a map shall also be delivered to the Guilford County Board of Elections, as required by G.S. 163-288.1.

Adopted by City Council,
this the 19th day of June, 2017.
Lisa B. Vierling, City Clerk

City of High Point

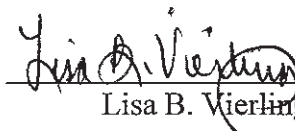


City of High Point
Municipal Office Building
211 South Hamilton Street
High Point, NC 27261

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 June 19, 2017 and upon approval by City Council will be recorded in Book 92 of the Official Minute Books and Ordinance Book XIX 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 20th day of June, 2017.

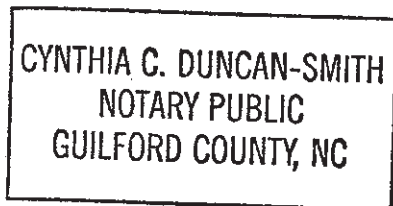

Lisa B. Vierling, City Clerk

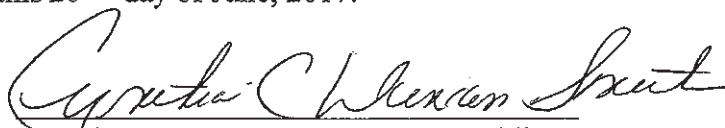

 The corporate seal of the City of High Point, North Carolina. It is a circular seal with "CITY OF HIGH POINT" around the top and "NORTH CAROLINA" around the bottom. In the center is a smaller circle with a globe and the words "CORPORATE SEAL".

ACKNOWLEDGEMENT

I, Cynthia C. Duncan-Smith, 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.

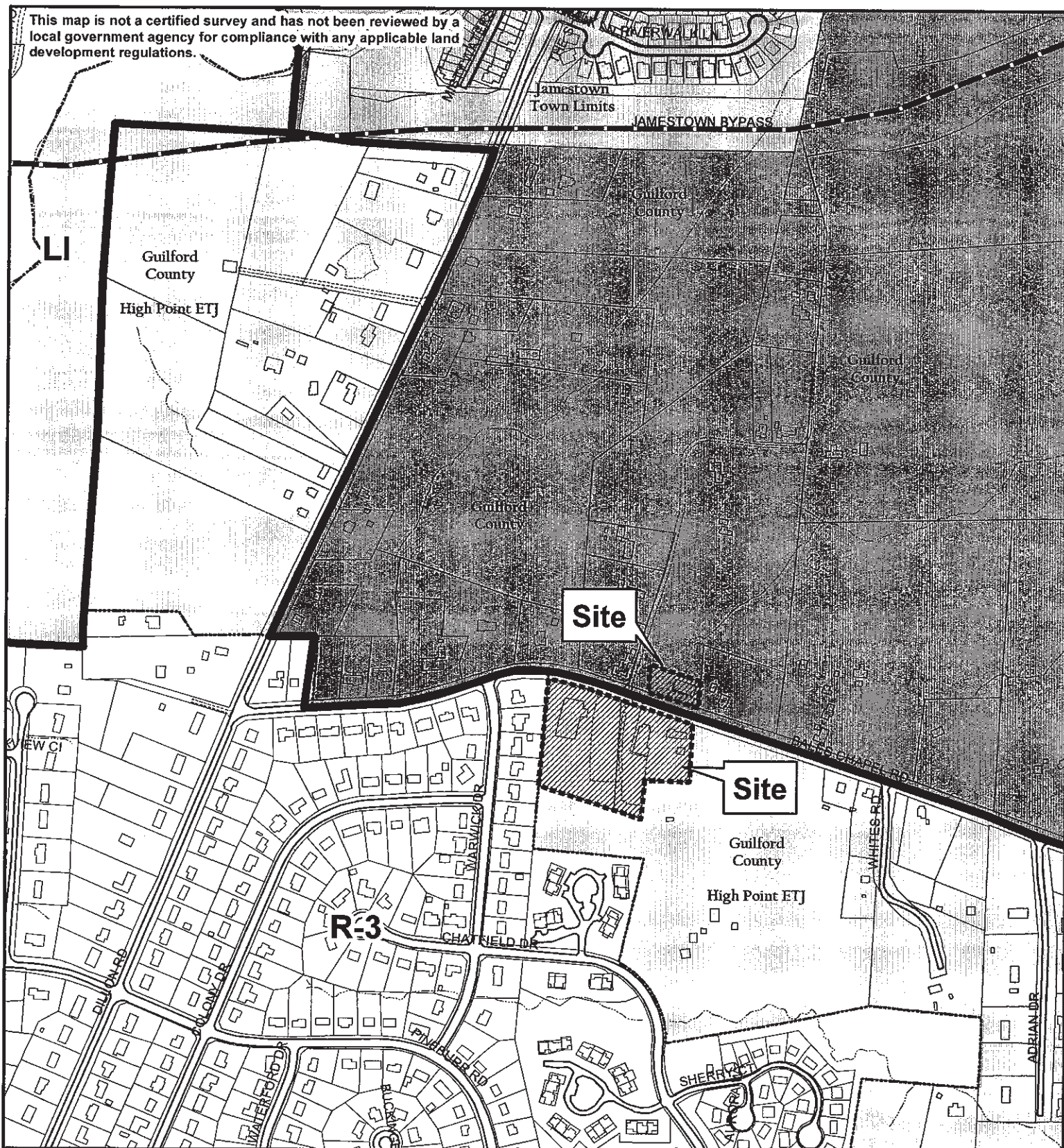
WITNESS my hand and official Notarial Seal, this 20th day of June, 2017.




Cynthia C. Duncan-Smith, Notary Public

Commission Expires: 1/18/2020

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.



ANNEXATION REQUEST AN-17-02

Applicant: Bales Memorial Wesleyan Methodist Church
Area: 4.65 acres (approximate)

Existing Zoning Boundary —————
Subject Property Boundary - - - - -

**Planning & Development
 Department**

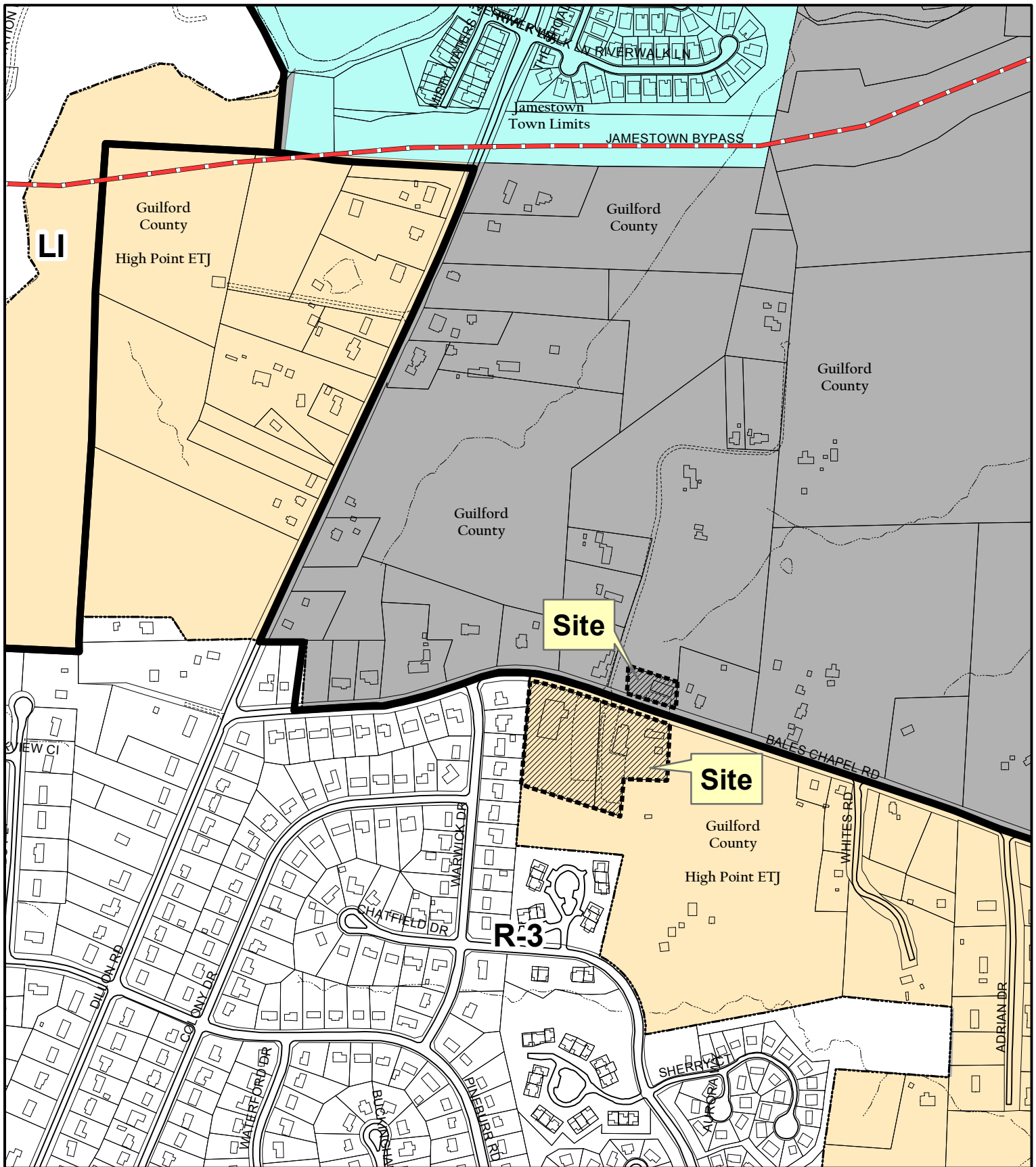
City of High Point

Date: June 26, 2017



Scale: 1"=500'

G:\Planning\Secure\ba-pz/
 2017\pz\anx17-02record.mxd



ANNEXATION REQUEST AN-17-02

Applicant: Bales Memorial Wesleyan Methodist Church
Area: 4.65 acres (approximate)

Existing Zoning Boundary —————
Subject Property Boundary - - - - -

**Planning & Development
 Department**

City of High Point

Date: April 6, 2017



Scale: 1"=500'

G:\Planning\Secure\ba-pz/
 2017\pz\anx17-02.mxd

CITY OF HIGH POINT

AGENDA ITEM

**Title: Conservation Easement for Hartley Drive Project****From:** Keith Pugh, Engineering Services**Meeting Date:** June 19, 2017**Public Hearing:** N/A**Advertising Date:** N/A**Advertised By:** N/A**Attachments:** Location Map

PURPOSE:

To establish a Permanent Conservation Easement on City of High Point owned Right-of-Way as required by the US Army Corps of Engineers and designated on the 404 Permit for the Hartley Drive Widening Project #2287.

BACKGROUND:

The City of High Point acquired this Right-of-Way in 2011 for the West Hartley Drive Widening Project.

BUDGET IMPACT:

There is no budget impact with the conveyance of this easement.

RECOMMENDATION / ACTION REQUESTED:

The Engineering Services Department recommends that Council approve the conveyance of this Conservation Easement as required by the US Army Corps of Engineers 404 Permit.

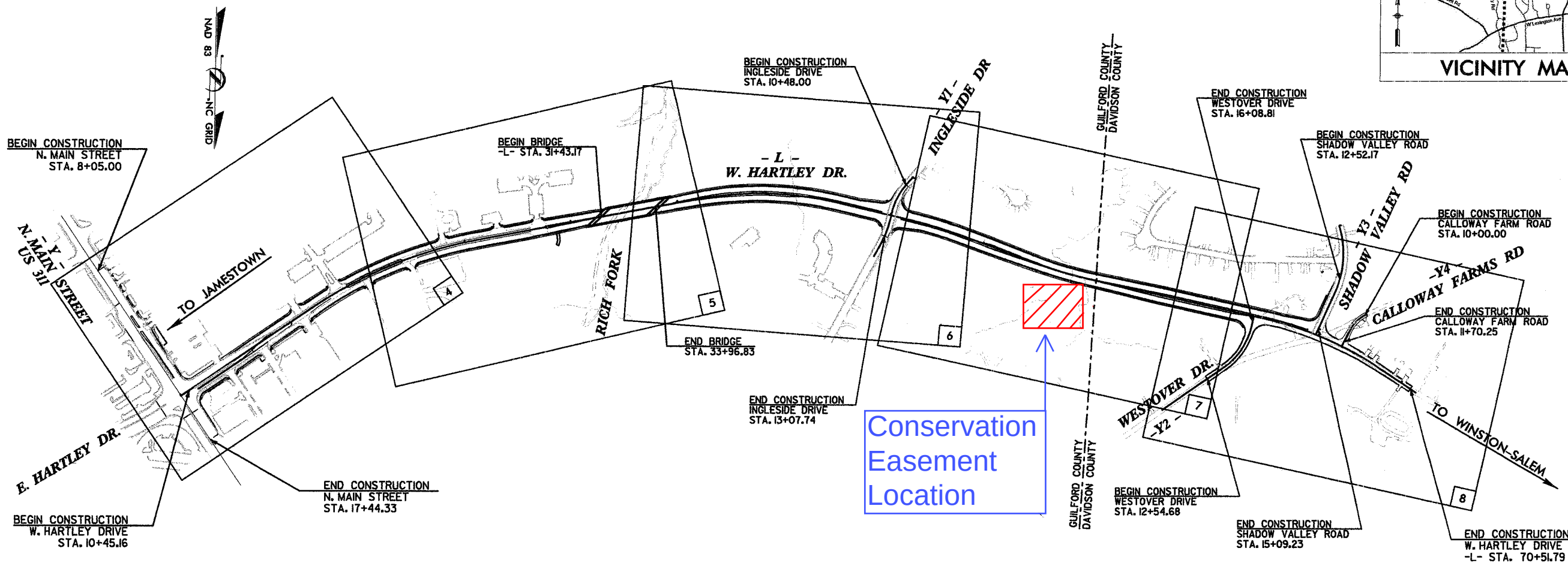
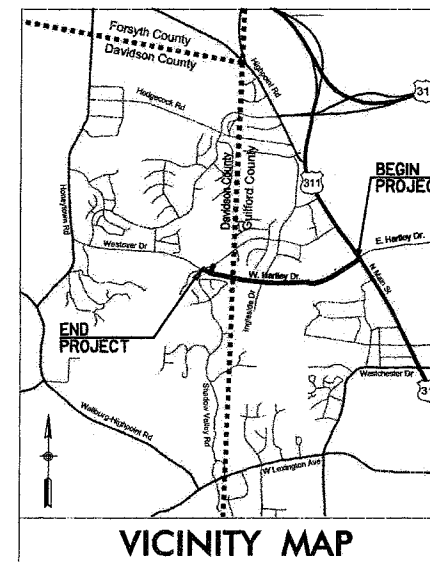
CITY OF HIGH POINT

DAVIDSON AND GUILFORD COUNTIES

**LOCATION: HARTLEY DRIVE FROM US 311 (N. MAIN STREET)
TO WESTOVER DRIVE**

**TYPE OF WORK: GRADING, DRAINAGE, PAVING, WIDENING,
SIGNING, PAVEMENT MARKING, GUARDRAIL,
CULVERTS, SIGNALS, UTILITIES, AND STRUCTURE**

STATE	CITY OF HIGH POINT PROJECT NO.	SHEET NO.	TOTAL SHEETS
N.C.	2287	1	



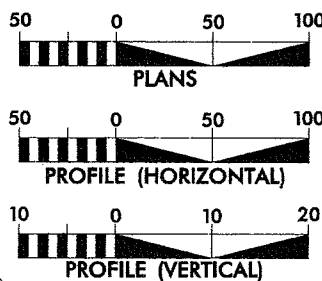
FINAL RIGHT OF WAY PLANS

STV / Ralph Whitehead Associates
P.O. BOX 35624
CHARLOTTE, NC 28235-5624

CLEARING ON THIS PROJECT SHALL BE PERFORMED
TO THE LIMITS ESTABLISHED BY METHOD II

PRELIMINARY PLANS
DO NOT USE FOR CONSTRUCTION

GRAPHIC SCALES



DESIGN DATA

ADT 2006 = 5,400
ADT 2030 = 17,500
DHV = 13 %
D = 55 %
T = 3 % *
V = 50 MPH

* TTST DUAL

PROJECT LENGTH

LENGTH OF ROADWAY PROJECT = 1.465 MI
LENGTH OF STRUCTURES, PROJECT = 0.048 MI
TOTAL LENGTH OF PROJECT = 1.513 MI

Prepared In the Office of:
STV / RALPH WHITEHEAD ASSOCIATES
for the City of High Point

2006 STANDARD SPECIFICATIONS

RIGHT OF WAY DATE: **DONALD ARANT, P.E.**
OCTOBER 2, 2009 PROJECT ENGINEER

LETTING DATE: **KIT PERSIANI, P.E.**
PROJECT DESIGN ENGINEER

HYDRAULICS ENGINEER

SIGNATURE: _____ P.E.

ROADWAY DESIGN
ENGINEER

SIGNATURE: _____ P.E.



STATE OF NORTH CAROLINA

CONSERVATION EASEMENT

COUNTY OF GUILFORD

DRAWN BY: JoAnne Carlyle, City Attorney, City of High Point
RETURN TO: City Attorney, P.O. Box 230, High Point, NC 27261

NTC

THIS CONSERVATION EASEMENT DEED made this _____ day of _____, 2017, between **THE CITY OF HIGH POINT**, a municipal corporation existing under the laws of the State of North Carolina, hereinafter referred to as Grantor(s), and **THE CITY OF HIGH POINT**, a municipal corporation existing under the laws of the State of North Carolina, hereinafter referred to as Grantee;

WITNESSETH:

WHEREAS, Grantor acquired permanent right-of-way situated, lying, and being in the City of High Point, Guilford County, North Carolina (the "Property"), and being more particularly described as that certain parcel as described in a Memorandum of Action between the City of High Point and Joan Johnson, Donald Johnson, Gladys Long, Johnny Long, Charles Hayworth and Billy Hoover dated June 29th, 2011, and recorded in Deed Book 7251 at Page 1924-1930 of the Guilford County Registry, North Carolina; and

WHEREAS, Grantor is willing to grant a Conservation Easement over the herein described areas of the Property, thereby restricting and limiting the use of the included areas of the Property to the terms and conditions and purposes hereinafter set forth, and Grantee is willing to accept such Conservation Easement.

WHEREAS, The purposes of the Conservation Easement are to maintain, restore, enhance, create and preserve wetland and/or riparian resources in the Easement area that contribute to the protection and improvement of water quality, flood prevention, fisheries, aquatic habitat, wildlife habitat, and recreational opportunities: to maintain permanently the Easement Area in its natural condition, consistent with these purposes; and to prevent any use of the Easement Area that will significantly impair or interfere with these purposes; and

NOW, THEREFORE, in consideration of the mutual covenants, terms, conditions, and restrictions hereinafter set forth, Grantor unconditionally and irrevocably hereby grants and conveys unto Grantee, its successors and assigns, forever and in perpetuity, a Conservation Easement of the nature and character and to the extent hereinafter set forth, over a described area of the Property, referred to hereafter as the "Easement Area" and shown on the map labeled **Exhibit A** attached hereto and incorporated herein by reference.

FOR A COMPLETE DESCRIPTION OF THE EASEMENT AREA SEE **EXHIBIT B**
ATTACHED HERETO AND INCORPORATED HEREIN BY REFERENCE

Grantor(s) covenant and agree not to construct any structure or place any plantings or other improvements permanent in nature on the easement hereby granted without City of High Point approval; and, Grantor and Grantee acknowledge an existing City of High Point sewer line running through the Easement Area and shown on Exhibit A; and, any access to perform maintenance on said sewer line or work on the sewer line shall be done in a manner as to mitigate any land disturbance to the Easement Area and, if necessary, the City of High Point will replace and restore any disturbed land to substantially the same condition it was in prior to any land disturbing activity or work performed on the sewer line or surrounding area.

Grantor and Grantee agree that the terms of this Easement shall survive merger of any fee and easement interests in the Property or any portion thereof.

SPECIAL PROVISIONS - this easement is subject to the following special provisions:

The Easement Area shall be restricted from any development or usage that would impair or interfere with the purposes of this Conservation Easement. Permitted uses that do not interfere with the purpose of the Conservation Easement shall include educational, recreational, signage for the purposes of describing conservation or restoration activities or directional and regulatory instruction, environmental testing and sampling, ingress, egress, or inspection for any purpose set forth in this easement.

TO HAVE AND TO HOLD the aforesaid easement together with all privileges and appurtenances thereunto belonging for the use and purposes aforesaid, unto Grantee, its successors and assigns forever.

AND the said Grantor(s) do covenant and agree that they are seized of the premises and have the right to convey the Conservation Easement; that the same is free from encumbrances other than those named herein; that they will warrant and defend the title to the same against the lawful claims of all persons whomsoever.

IN WITNESS WHEREOF, the Grantor has caused this Deed to be executed in its corporate name by its Mayor and its corporate seal to be hereunto affixed, the day and year first above written.

CITY OF HIGH POINT

William S. Bencini, Jr., Mayor

ATTEST:

Lisa Vierling, City Clerk

NORTH CAROLINA

GUILFORD COUNTY

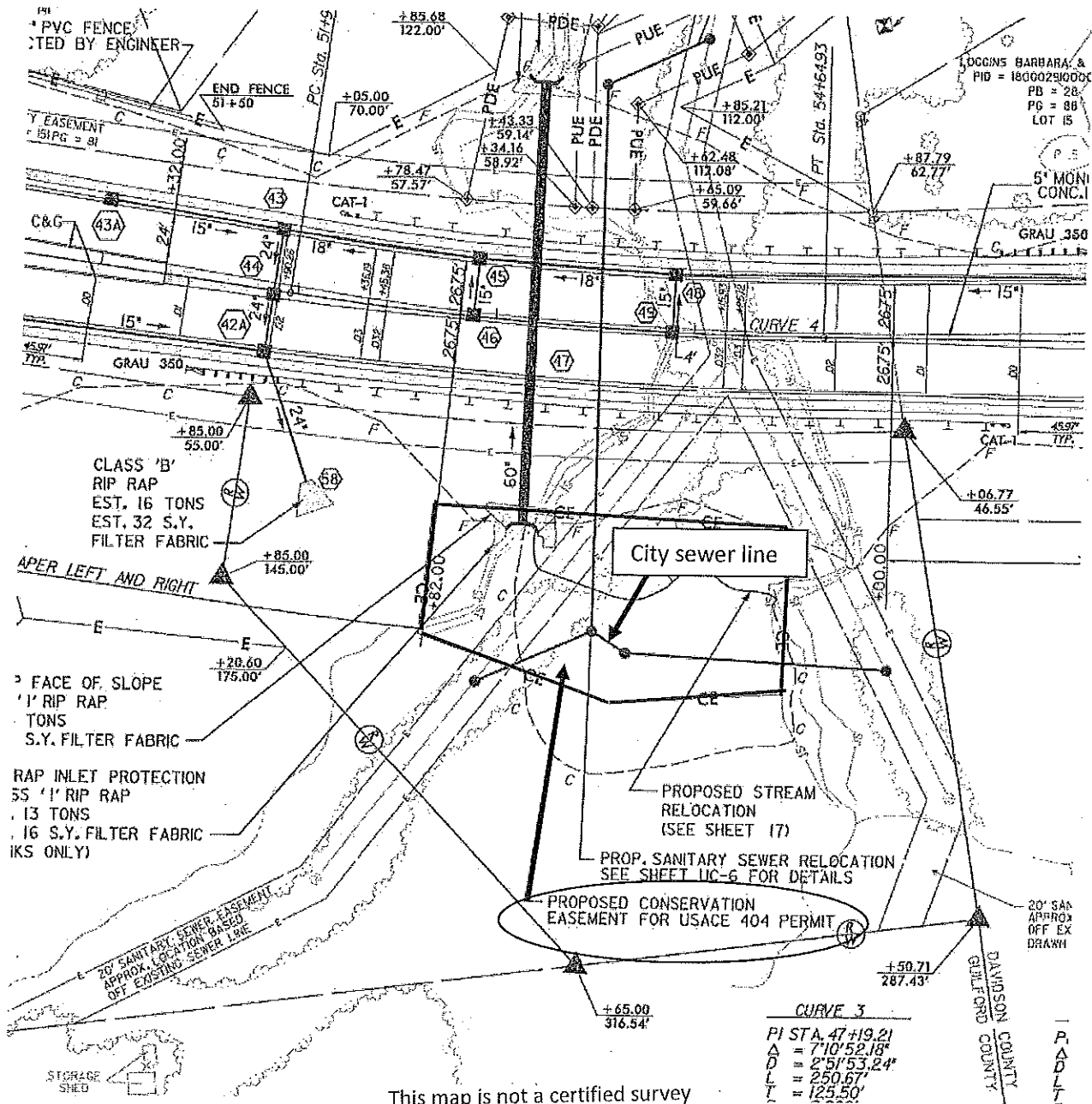
I, _____, a Notary Public for the County and State writing above, do hereby certify that Lisa B. Vierling is known to me as City Clerk of the City of High Point, and she personally appeared before me this date; and that by authority duly given and as an act of the City of High Point, the foregoing instrument was signed in its name by its mayor, sealed with its corporate seal, and attested to by herself as its Clerk.

WITNESS my hand and official stamp or seal, this the ____ day of _____, 2017

Notary Public

My commission expires: _____

Exhibit A



This map is not a certified survey
and has not been reviewed

EXHIBIT B

PROJECT:2287 CITY OF HIGH POINT - WEST HARTLEY DR. WIDENING
DESIGNATED CONSERVATION AREA FOR WETLAND MITIGATION
Land is now: City of High Point Street Right of Way
Formally: TAX PARCEL#:0197215 (700 W.HARTLEY DR.) (PROJECT PARCEL NO. 14)

The purpose of this document is to describe a new West Hartley Drive Designated Conservation Area for Wetland Mitigation: is located within the City of High Point right of way, located on Hartley Drive, High Point, North Carolina, for the Hartley Drive Widening Project and particularly described below;

Beginning at the existing southwestern property corner of the right of way land of the City of High Point Deed Book 7251 Page 1924, said point being on the existing northern right-of-way line of the Hartley Drive lying at Project Centerline Station 55+06.77, 46.55' right;

thence N 62° 02' 58" E (75.14') thru the lands of the City of High Point property to a point, said point lying at the Project Centerline Station 54+50.00, 95.00' right;

thence N 12° 34' 09" E (83.00') thru the lands of the City of High Point property to a point, said point lying at the Ingleside Drive Project Centerline Station 54+50.00, 178.00' right;

thence S 81° 31' 17" E (87.64') thru the lands of the City of High Point property to a point, said point lying at the Ingleside Drive Project Centerline Station 53+70.00, 186.00' right;

thence S 58° 57' 45" E (101.17') thru the lands of the City of High Point property to a point, said point lying at the Ingleside Drive Project Centerline Station 52+80.00, 160.00' right;

thence S 17° 26' 21" W (65.00') thru the lands of the City of High Point property to a point, said point lying at the Ingleside Drive Project Centerline Station 52+80.00, 95.00' right;

thence N 74° 59' 45" W (178.02') thru the lands of the City of High Point property to the point of beginning of the West Hartley Drive Designated Conservation Area for Wetland Mitigation containing 15,091 square feet of land.

The above-described is shown on the attached Exhibit A map from Sheet 7 of the Hartley Drive Widening Project plans on file with the City of High Point Engineering Services Department.

CITY OF HIGH POINT

AGENDA ITEM



Title: Conveyance of Property to CHS

From: Michael E. McNair, Director

Public Hearing: N/A

Attachments: Resolutions

Meeting Date: June 19, 2017

Advertising Date:

Advertised By:

PURPOSE:

To continue infill housing development efforts in the Core-City, CD&H seeks Council approval to convey the following lots to Community Housing Solutions to enable the construction of five affordable homes in the Southside neighborhood.

- 806 George Place
- 605 Vail Avenue
- 608 Vail Avenue
- 610 Vail Avenue
- 700 Vail Avenue

BACKGROUND:

This action compliments the contract award request to Community Housing Solutions

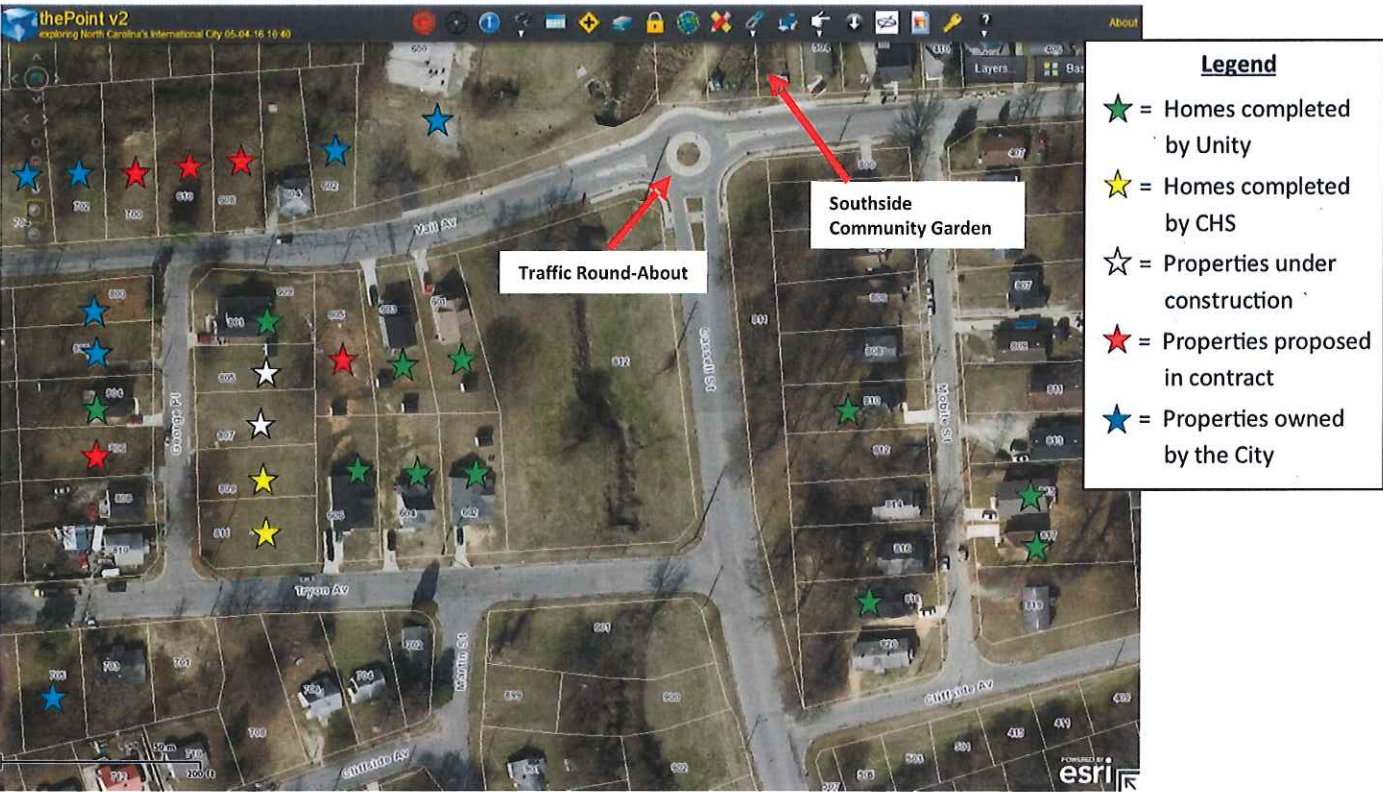
BUDGET IMPACT:

N/A

RECOMMENDATION / ACTION REQUESTED:

The Community Development and Housing Department recommends approval of the conveyances and that the appropriate City official and/or employee be authorized to execute all necessary documents.

Southside – Homes Constructed and Other Investments



**RESOLUTION of the HIGH POINT CITY COUNCIL
APPROVING CONVEYANCE
OF REAL PROPERTY
TO A NONPROFIT CORPORATION**

WHEREAS, the City of High Point owns a tract of land located at 806 George Place in the City of High Point and more particularly described in Deed Book 7241, Page 2389 and Deed Book 4782, Page 58 of the Guilford County Registry (“Property”); and

WHEREAS, North Carolina General Statute § 160A-457 authorizes a city’s acquisition and disposition of property for redevelopment as part of a community development program, or independently thereof, and without the necessity of compliance with the Urban Redevelopment Law; and

WHEREAS, North Carolina General Statute § 160A-20.1 authorizes a city to appropriate money to private organizations to carry out any public purpose that a city is authorized by law to engage in; and

WHEREAS, North Carolina General Statute § 160A-279 authorizes a city to convey real property by private sale to a nonprofit corporation which carries out a public purpose, in lieu of or in addition to the appropriation of funds; and

WHEREAS, the City of High Point has approved a contract with Community Housing Solutions of Guilford, Inc. to construct affordable housing in Southside and the Washington Terrace areas respectively to convey the above-described Property to Community Housing Solutions of Guilford, Inc.;

THEREFORE, THE CITY COUNCIL FOR THE CITY OF HIGH POINT RESOLVES THAT:

1. The Mayor of the City of High Point is authorized to execute all documents necessary to convey title to the Property located at 806 George Place in the City of High Point, and is more particularly described in Deed Book 7241, Page 2389 and Deed Book 4782, Page 58 of the Guilford County Registry.

2. The consideration of the conveyance is Community Housing Solutions of Guilford, Inc.’s agreement to use this property only for the “public” purpose of furthering the mission of the City of High Point in providing owner-occupied housing. If for any reason the property ceases to be used for a “public” purpose, the property shall revert back to the City of High Point. A statement to this effect shall be placed in the deed of conveyance.

3. The City Clerk shall publish a notice summarizing the contents of this resolution and the conveyance of the property may be consummated at any time after 10 days of publication of the notice.

ADOPTED this the 19th day of June, 2017.

CITY OF HIGH POINT

By

William S. Bencini, Jr., Mayor

Attested to:

Lisa Vierling, City Clerk

**RESOLUTION of the HIGH POINT CITY COUNCIL
APPROVING CONVEYANCE
OF REAL PROPERTY
TO A NONPROFIT CORPORATION**

WHEREAS, the City of High Point owns a tract of land located at 605 Vail Avenue in the City of High Point and more particularly described in Deed Book 7824, Page 2492 and Deed Book 7059, Page 1991 of the Guilford County Registry (“Property”); and

WHEREAS, North Carolina General Statute § 160A-457 authorizes a city’s acquisition and disposition of property for redevelopment as part of a community development program, or independently thereof, and without the necessity of compliance with the Urban Redevelopment Law; and

WHEREAS, North Carolina General Statute § 160A-20.1 authorizes a city to appropriate money to private organizations to carry out any public purpose that a city is authorized by law to engage in; and

WHEREAS, North Carolina General Statute § 160A-279 authorizes a city to convey real property by private sale to a nonprofit corporation which carries out a public purpose, in lieu of or in addition to the appropriation of funds; and

WHEREAS, the City of High Point has approved a contract with Community Housing Solutions of Guilford, Inc. to construct affordable housing in Southside and the Washington Terrace areas respectively to convey the above-described Property to Community Housing Solutions of Guilford, Inc.;

THEREFORE, THE CITY COUNCIL FOR THE CITY OF HIGH POINT RESOLVES THAT:

1. The Mayor of the City of High Point is authorized to execute all documents necessary to convey title to the Property located at 605 Vail Avenue in the City of High Point, and is more particularly described in Deed Book 7824, Page 2492 and Deed Book 7059, Page 1991 of the Guilford County Registry.

2. The consideration of the conveyance is Community Housing Solutions of Guilford, Inc.’s agreement to use this property only for the “public” purpose of furthering the mission of the City of High Point in providing owner-occupied housing. If for any reason the property ceases to be used for a “public” purpose, the property shall revert back to the City of High Point. A statement to this effect shall be placed in the deed of conveyance.

3. The City Clerk shall publish a notice summarizing the contents of this resolution and the conveyance of the property may be consummated at any time after 10 days of publication of the notice.

ADOPTED this the 19th day of June, 2017.

CITY OF HIGH POINT

By

William S. Bencini, Jr., Mayor

Attested to:

Lisa Vierling, City Clerk

**RESOLUTION of the HIGH POINT CITY COUNCIL
APPROVING CONVEYANCE
OF REAL PROPERTY
TO A NONPROFIT CORPORATION**

WHEREAS, the City of High Point owns a tract of land located at 608 Vail Avenue in the City of High Point and more particularly described in Deed Book 6641, Page 1296 and Deed Book 6611, Page 1161 of the Guilford County Registry (“Property”); and

WHEREAS, North Carolina General Statute § 160A-457 authorizes a city’s acquisition and disposition of property for redevelopment as part of a community development program, or independently thereof, and without the necessity of compliance with the Urban Redevelopment Law; and

WHEREAS, North Carolina General Statute § 160A-20.1 authorizes a city to appropriate money to private organizations to carry out any public purpose that a city is authorized by law to engage in; and

WHEREAS, North Carolina General Statute § 160A-279 authorizes a city to convey real property by private sale to a nonprofit corporation which carries out a public purpose, in lieu of or in addition to the appropriation of funds; and

WHEREAS, the City of High Point has approved a contract with Community Housing Solutions of Guilford, Inc. to construct affordable housing in Southside and the Washington Terrace areas respectively to convey the above-described Property to Community Housing Solutions of Guilford, Inc.;

THEREFORE, THE CITY COUNCIL FOR THE CITY OF HIGH POINT RESOLVES THAT:

1. The Mayor of the City of High Point is authorized to execute all documents necessary to convey title to the Property located at 608 Vail Avenue in the City of High Point, and is more particularly described in Deed Book 6641, Page 1296 and Deed Book 6611, Page 1161 of the Guilford County Registry.

2. The consideration of the conveyance is Community Housing Solutions of Guilford, Inc.’s agreement to use this property only for the “public” purpose of furthering the mission of the City of High Point in providing owner-occupied housing. If for any reason the property ceases to be used for a “public” purpose, the property shall revert back to the City of High Point. A statement to this effect shall be placed in the deed of conveyance.

3. The City Clerk shall publish a notice summarizing the contents of this resolution and the conveyance of the property may be consummated at any time after 10 days of publication of the notice.

ADOPTED this the 19th day of June, 2017.

CITY OF HIGH POINT

By

William S. Bencini, Jr., Mayor

Attested to:

Lisa Vierling, City Clerk

**RESOLUTION of the HIGH POINT CITY COUNCIL
APPROVING CONVEYANCE
OF REAL PROPERTY
TO A NONPROFIT CORPORATION**

WHEREAS, the City of High Point owns a tract of land located at 610 Vail Avenue in the City of High Point and more particularly described in Deed Book 7246, Page 893 and Deed Book 6515, Page 2642 of the Guilford County Registry (“Property”); and

WHEREAS, North Carolina General Statute § 160A-457 authorizes a city’s acquisition and disposition of property for redevelopment as part of a community development program, or independently thereof, and without the necessity of compliance with the Urban Redevelopment Law; and

WHEREAS, North Carolina General Statute § 160A-20.1 authorizes a city to appropriate money to private organizations to carry out any public purpose that a city is authorized by law to engage in; and

WHEREAS, North Carolina General Statute § 160A-279 authorizes a city to convey real property by private sale to a nonprofit corporation which carries out a public purpose, in lieu of or in addition to the appropriation of funds; and

WHEREAS, the City of High Point has approved a contract with Community Housing Solutions of Guilford, Inc. to construct affordable housing in Southside and the Washington Terrace areas respectively to convey the above-described Property to Community Housing Solutions of Guilford, Inc.;

THEREFORE, THE CITY COUNCIL FOR THE CITY OF HIGH POINT RESOLVES THAT:

1. The Mayor of the City of High Point is authorized to execute all documents necessary to convey title to the Property located at 610 Vail Avenue in the City of High Point, and is more particularly described in Deed Book 7256, Page 893 and Deed Book 6515, Page 2642 of the Guilford County Registry.

2. The consideration of the conveyance is Community Housing Solutions of Guilford, Inc.’s agreement to use this property only for the “public” purpose of furthering the mission of the City of High Point in providing owner-occupied housing. If for any reason the property ceases to be used for a “public” purpose, the property shall revert back to the City of High Point. A statement to this effect shall be placed in the deed of conveyance.

3. The City Clerk shall publish a notice summarizing the contents of this resolution and the conveyance of the property may be consummated at any time after 10 days of publication of the notice.

ADOPTED this the 19th day of June, 2017.

CITY OF HIGH POINT

By

William S. Bencini, Jr., Mayor

Attested to:

Lisa Vierling, City Clerk

**RESOLUTION of the HIGH POINT CITY COUNCIL
APPROVING CONVEYANCE
OF REAL PROPERTY
TO A NONPROFIT CORPORATION**

WHEREAS, the City of High Point owns a tract of land located at 700 Vail Avenue in the City of High Point and more particularly described in Deed Book 6953, Page 985 and Deed Book 6722, Page 3010 of the Guilford County Registry (“Property”); and

WHEREAS, North Carolina General Statute § 160A-457 authorizes a city’s acquisition and disposition of property for redevelopment as part of a community development program, or independently thereof, and without the necessity of compliance with the Urban Redevelopment Law; and

WHEREAS, North Carolina General Statute § 160A-20.1 authorizes a city to appropriate money to private organizations to carry out any public purpose that a city is authorized by law to engage in; and

WHEREAS, North Carolina General Statute § 160A-279 authorizes a city to convey real property by private sale to a nonprofit corporation which carries out a public purpose, in lieu of or in addition to the appropriation of funds; and

WHEREAS, the City of High Point has approved a contract with Community Housing Solutions of Guilford, Inc. to construct affordable housing in Southside and the Washington Terrace areas respectively to convey the above-described Property to Community Housing Solutions of Guilford, Inc.;

THEREFORE, THE CITY COUNCIL FOR THE CITY OF HIGH POINT RESOLVES THAT:

1. The Mayor of the City of High Point is authorized to execute all documents necessary to convey title to the Property located at 700 Vail Avenue in the City of High Point, and is more particularly described in Deed Book 6953, Page 1272 and Deed Book 6251, Page 516 of the Guilford County Registry.

2. The consideration of the conveyance is Community Housing Solutions of Guilford, Inc.’s agreement to use this property only for the “public” purpose of furthering the mission of the City of High Point in providing owner-occupied housing. If for any reason the property ceases to be used for a “public” purpose, the property shall revert back to the City of High Point. A statement to this effect shall be placed in the deed of conveyance.

3. The City Clerk shall publish a notice summarizing the contents of this resolution and the conveyance of the property may be consummated at any time after 10 days of publication of the notice.

ADOPTED this the 19thth day of June, 2017.

CITY OF HIGH POINT

By

William S. Bencini, Jr., Mayor

Attested to:

Lisa Vierling, City Clerk

CITY OF HIGH POINT

AGENDA ITEM



Title: Annexation Case 17-02
(Bales Memorial Wesleyan Methodist Church)

From: Lee Burnette, Planning & Development
Director

Meeting Date: June 19, 2017

Public Hearing: Yes

Advertising Date: June 9, 2017

Advertised By: Planning & Development
Department

Attachments: A. Staff Report
B. Map
C. Annexation Ordinance of Adoption

PURPOSE:

A request by Bales Memorial Wesleyan Methodist Church to consider a voluntary contiguous annexation of approximately 4.65 acres lying along the north and south sides of Bales Chapel Road, approximately 1,700 feet east of Dillon Road. The property is known as Guilford County Tax Parcel 0160150, 0160166 and 0160151 and addressed as 1000, 1001, 1002 Bales Chapel Road.

BACKGROUND:

Staff report and recommendation is enclosed.

BUDGET IMPACT:

There is no budget impact.

RECOMMENDATION / ACTION REQUESTED:

Staff recommends approval of Annexation Case 17-02.

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

**STAFF REPORT
ANNEXATION 17-02
June 19, 2017**

Request	
Applicant: Bales Memorial Wesleyan Methodist Church	Owner: Bales Memorial Wesleyan Methodist Church
Proposal: Voluntary contiguous annexation.	Effective Date: Upon adoption.
	Associated Zoning Case: Zoning Map Amendment 17-04

Site Information	
Location:	Lying along the north and south sides of Bales Chapel Road, approximately 1,700 feet east of Dillon Road (1000, 1001, and 1002 Bales Chapel Road).
Tax Parcel Number:	Guilford County Tax Parcels 0160515, 0160166 and 0160150.
Site Acreage:	Approximately 4.65 acres
Current Zoning:	Portion of the property lying along the north side of Bales Chapel Road is with the unincorporated portion of Guilford County under the county's zoning jurisdiction. The portion of the property lying along the south side of Bales Chapel Road is within the City of High Point Extraterritorial Jurisdiction Area and has a Residential Single family -3 (R-3) District zoning designation.
Current Land Use:	Church and accessory church buildings
Current Fire District:	Pinecroft-Sedgefield District
Proposed Development:	The property is currently developed. The applicant desires annexation to permit connection to city utilities.
Proposed Unit Type, Number and Average Value:	Not applicable
Proposed Build-out Schedule:	Not applicable
Proposed City of High Point Council Ward:	The proposed annexation site abuts Ward 2. If approved, the annexation area will be part of Ward 2.
Physical Characteristics:	The property is currently developed as a church and has several accessory structures (fellowship hall, office, parsonage) totaling approximately 18,000 square feet.
Water and Sewer Proximity:	A 12-inch City water line lies adjacent to the site along Bales Chapel Road. Sanitary sewer service is provided to church structures on the south side of Bales Chapel Road via a private 2-inch sewer forced main installed by the property owner in 1972.

General Drainage and Watershed:	That portion of the site lying along the north side of Bales Chapel Road has a gentle sloping terrain and drains in a general northerly direction. The portion of the site lying along the south side of Bales Chapel Road has a gentle to moderate sloping terrain and drains in a southeasterly direction. The site is lying within the Oakdale Reservoir General Watershed Area (GWA) and the Oakdale Reservoir Watershed Critical Area (WCA) Tier 3. Engineered stormwater 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. However, that portion of the site within the WCA Tier 3 area, is limited to 35% built-upon area and a maximum of two dwelling units per acre for single family development.
Overlay Districts:	Oakdale Reservoir General Watershed Area (GWA) Oakdale Reservoir Watershed Critical Area (WCA - Tier 3)

Adjacent Property Zoning and Current Land Use			
North:	RS-40	Residential Single Family-40 (Guilford County)	Single family dwellings
South:	R-3	Residential Single Family-3 District (Hight Point ETJ Area)	Single family dwellings
East:	RS-40	Residential Single Family-40 (Guilford County)	Single family dwellings
	R-3	Residential Single Family-3 District (Hight Point ETJ Area)	
West:	RS-40	Residential Single Family-40 (Guilford County)	Single family dwellings
	R-3	Residential Single Family-3 District (Hight Point ETJ Area)	

Transportation Information			
Adjacent Streets:	Name	Classification	Approx. Frontage
	Bales Chapel Road	Minor Thoroughfare	560 ft.
Vehicular Access:	Via existing driveways from Bales Chapel Road		

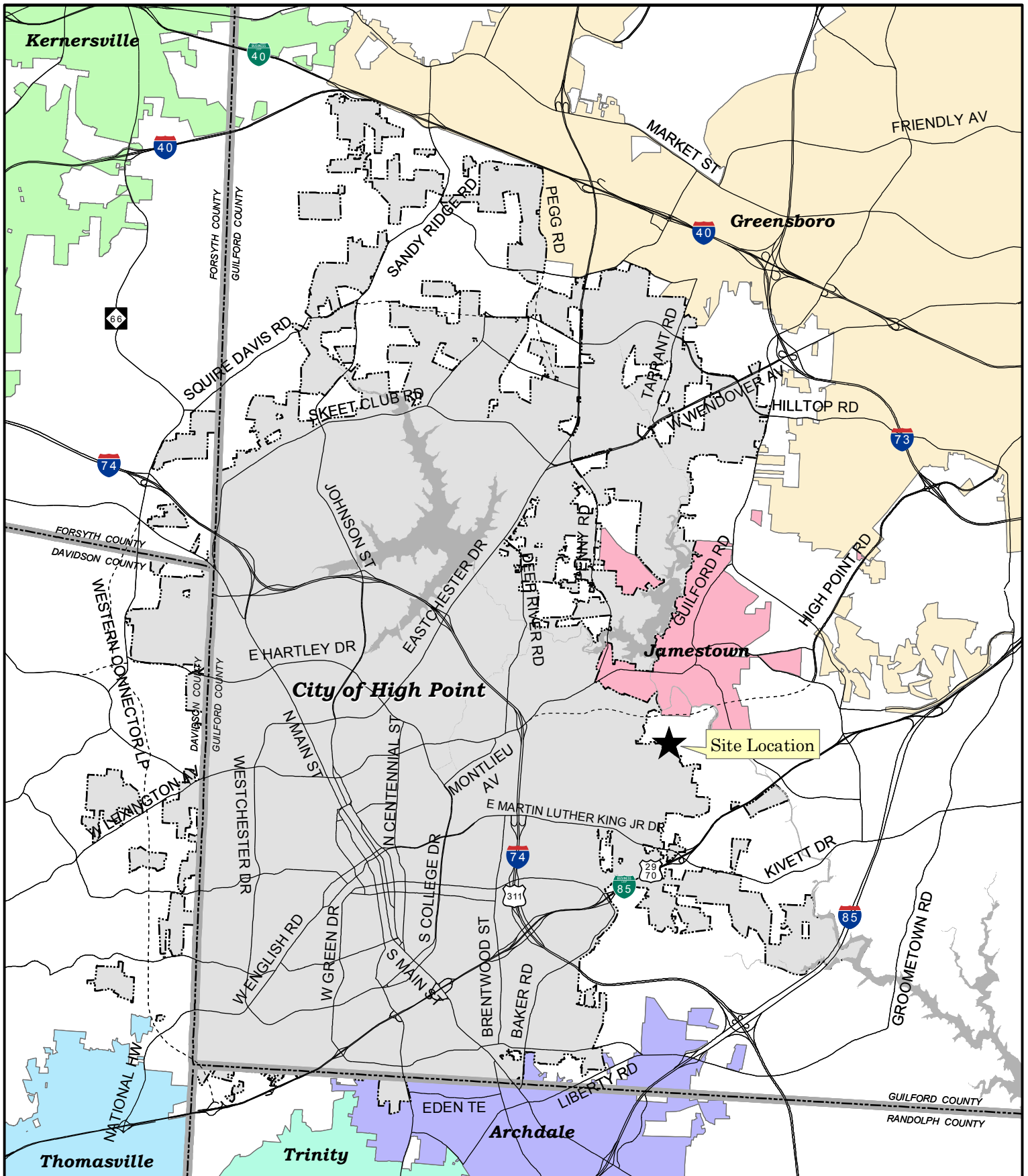
City Department Comment Summary
Comments were requested from service-related City Departments. There were no objections noted to this request as the proposed annexation site abuts High Point's corporate limits and City service vehicles are already present in this area.

Details of Proposal
The applicant is requesting annexation to have access to City utilities. Portions of the property are currently connected to city utilities. The applicant desires annexation to allow all their structures to connect to City water and sewer lines. Most the site is within the City ETJ area and

abuts the Colony Park subdivision to the west, which was annexed into the High Point city limits in the 1970s. This property is adjacent to the City's corporate limits and City services and service vehicles are already present in this area. The requested annexation of this 4.65-acre area 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.



ANNEXATION REQUEST AN-17-02

Applicant: Bales Memorial Wesleyan Methodist
Church Area: 4.65 acres (approximate)

**Planning & Development
 Department**

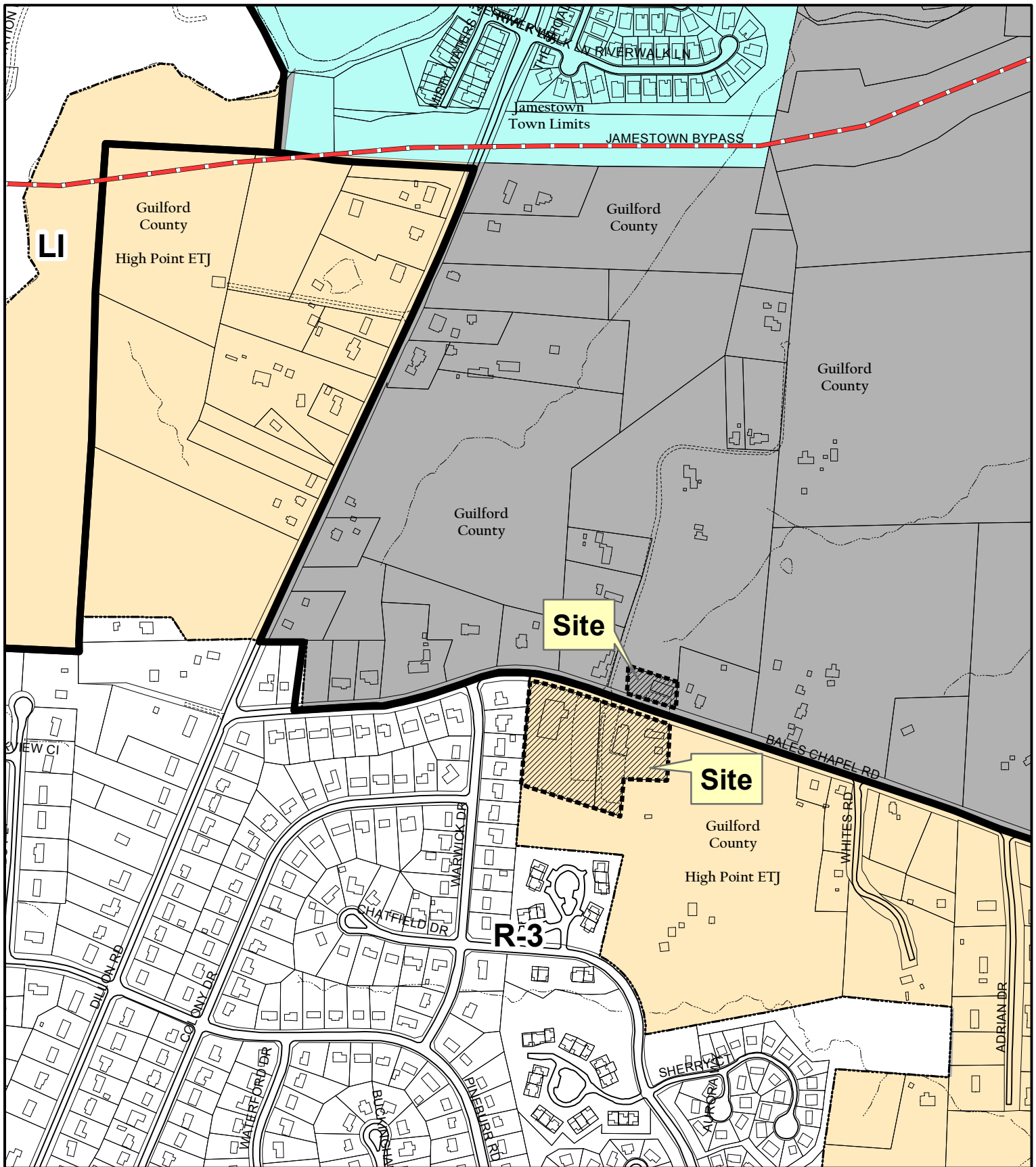
City of High Point

Date: April 6, 2017



Scale: 1"=8,500'

G:\Planning\Secure\ba-pz/
 2016\pz\AnnexVicMap.mxd



ANNEXATION REQUEST AN-17-02

Applicant: Bales Memorial Wesleyan Methodist Church
Area: 4.65 acres (approximate)

Existing Zoning Boundary —————
Subject Property Boundary - - - - -

**Planning & Development
 Department**

City of High Point

Date: April 6, 2017



Scale: 1"=500'

G:\Planning\Secure\ba-pz/
 2017\pz\anx17-02.mxd

Return to: JoAnne Caryle, City Attorney
City of High Point
P.O. Box 230
High Point, NC 27261
Ordinance No. xxxx / xx-xx

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-31, 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 19th day of June, 2017; and,

WHEREAS, the City of High Point does hereby find as a fact that said petition meets the requirements of G.S. 160A-31 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-31 as amended, the following described territory is hereby annexed, and made a part of the City of High Point as of June 19, 2017.

ANNEXATION DESCRIPTION

Bales Memorial Wesleyan Methodist Church - **(Annexation Case 17-02)**

LEGAL DESCRIPTION FOR BALES MEMORIAL WESLEYAN METHODIST CHURCH,
PARCEL A & PARCEL B (Guilford County Tax Parcels 0160515, 0160166 and 0160150).

TRACT A

BEGINNING AT AN EXISTING 1" IRON PIPE, SAID IRON PIPE BEING THE SOUTHWEST CORNER OF BALES MEMORIAL WESLEYAN METHODIST CHURCH, PARCEL NO. 01060150 (DEED BOOK 2840, PAGE 282, TRACT A), A NORTHWEST CORNER OF WYATT L.

& MARGIE R. RICHARDSON, PARCEL NO. 0160169 (DEED BOOK 1309, PAGE 158) AND ALSO BEING A POINT ON THE EASTERN PROPERTY LINE OF GEORGE M. AND MARIAMMA MUKUNNEMKERIL, PARCEL NO. 0201998 (DEED BOOK 3509, PAGE 1716 AND LOT 76 OF PLAT BOOK 47, PAGE 1); THENCE LEAVING SAID RICHARDSON AND ALONG SAID BALES MEMORIAL WESLEYAN METHODIST CHURCH WESTERN LINE THE FOLLOWING 4 (FOUR) COURSES AND DISTANCES: 1) NORTH 04° 25' 35" EAST 68.91 FEET TO AN EXISTING 1/2" IRON PIPE, SAID IRON PIPE BEING A COMMON CORNER OF 2015-3 IH2 BORROWER L.P., PARCEL NO. 0201997 (DEED BOOK 7717, PAGE 433 AND LOT 77 OF PLAT BOOK 47, PAGE 1) AND LEWIS WAYNE OWENS, JR. & AMY KAY OWENS, PARCEL NO. 0201996 (DEED BOOK 7307, PAGE 45 AND LOT 78 OF PLAT BOOK 47, PAGE 1); 2) NORTH 04° 45' 21" EAST 203.81 FEET TO AN EXISTING 1/2" IRON PIPE, SAID IRON PIPE BEING A COMMON CORNER OF KEO AND JERRY CREGER, PARCEL NO. 0201995 (DEED BOOK 7313, PAGE 1733 AND LOT 79 OF PLAT BOOK 47, PAGE 1) AND WILLIS GEORGE AND DELORES WHITSETT HARGROVE, PARCEL NO. 0201994 (DEED BOOK 4118, PAGE 204 AND LOT 80 OF PLAT BOOK 47, PAGE 1); 3) NORTH 04° 50' 43" EAST 96.18 FEET TO AN EXISTING 1/2" IRON PIPE, SAID IRON PIPE BEING THE NORTHEAST CORNER OF SAID HARGROVE AND BEING A POINT ON THE SOUTHERN RIGHT-OF-WAY OF BALES CHAPEL ROAD (60' PUBLIC RIGHT-OF-WAY, PLAT BOOK 47, PAGE 1); 4) NORTH 04° 50' 43" EAST 49.61 FEET TO A COMPUTED POINT, SAID COMPUTED POINT BEING LOCATED IN RIGHT-OF-WAY OF SAID BALES CHAPEL ROAD; THENCE CONTINUING IN THE RIGHT-OF-WAY OF SAID BALES CHAPEL ROAD SOUTH 71° 27' 00" EAST 560.08 FEET LEAVING SAID BALES MEMORIAL WESLEYAN METHODIST CHURCH, PARCEL NO. 0160165 AND CROSSING INTO BALES MEMORIAL WESLEYAN METHODIST CHURCH, PARCEL NO. 0160166 (DEED BOOK 2753, PAGE 561 & DEED BOOK 1904, PAGE 170) TO A COMPUTED POINT, SAID COMPUTED POINT BEING LOCATED IN THE RIGHT-OF-WAY OF SAID BALES CHAPEL ROAD AND BEING THE NORTHEAST CORNER OF SAID BALES MEMORIAL WESLEYAN METHODIST CHURCH (PARCEL NO. 0160166); THENCE SOUTH 03° 22' 25" WEST 31.42 FEET TO AN EXISTING 1/2" IRON PIPE; SAID IRON PIPE BEING A NORTHERN CORNER OF SAID RICHARDSON AND A POINT ALONG THE SOUTHERN RIGHT-OF-WAY OF SAID BALES CHAPEL ROAD; THENCE LEAVING SAID BALES CHAPEL ROAD AND ALONG THE PROPERTY LINE OF SAID RICHARDSON THE FOLLOWING 4 (FOUR) COURSES AND DISTANCES: 1) SOUTH 03° 22' 25" WEST 191.12 FEET TO AN EXISTING 1/2" IRON ROD; 2) NORTH 89° 53' 56" WEST 145.37 FEET TO AN EXISTING 5/8" IRON PIPE, 3) SOUTH 02° 25' 09" WEST 141.32 FEET TO AN EXISTING 1/2" IRON PIPE; 4) NORTH 72° 47' 39" WEST 419.87 FEET LEAVING SAID BALES MEMORIAL WESLEYAN METHODIST CHURCH (PARCEL NO. 0160166) AND CROSSING INTO SAID BALES MEMORIAL WESLEYAN METHODIST CHURCH (PARCEL NO. 0160150) TO THE POINT AND PLACE OF **BEGINNING**. CONTAINING 4.209± ACRES, MORE OR LESS

TRACT B

BEGINNING AT A NEW 1/2" IRON PIPE, SAID NEW IRON PIPE BEING A POINT ON THE WESTERN LINE OF BALES MEMORIAL WESLEYAN METHODIST CHURCH, TRACT B, PARCEL NO. 0160151 (DEED BOOK 288, PAGE 270 & DEED BOOK 964, PAGE 83), A SOUTHEAST CORNER OF SUSAN GAYLE HALL NELSON, PARCEL NO. 0160153 (DEED BOOK 7622, PAGE 731) AND A POINT ALONG THE NORTHERN RIGHT-OF-WAY OF BALES CHAPEL ROAD (60' PUBLIC RIGHT-OF-WAY, PLAT BOOK 47, PAGE 1); THENCE LEAVING SAID BALES CHAPEL ROAD RIGHT-OF-WAY AND ALONG SAID NELSON PROPERTY

LINE THE FOLLOWING 2 (TWO) COURSES AND DISTANCES: 1) NORTH 03° 10' 05" EAST 100.54 FEET TO AN EXISTING 1" IRON PIPE; 2) SOUTH 71° 18' 19" EAST 200.26 FEET TO AN EXISTING STONE, SAID STONE BEING A COMMON CORNER OF SAID NELSON, JASEN A. STRANGE, PARCEL NO. 0160149 (DEED BOOK 6908, PAGE 2671) AND SAID BALES MEMORIAL WESLEYAN METHODIST CHURCH; THENCE LEAVING SAID NELSON AND ALONG THE WESTERN LINE OF SAID STRANGE SOUTH 03° 33' 36" WEST 98.61 FEET TO A NEW 1/2" IRON PIPE, SAID NEW IRON PIPE BEING THE SOUTHWEST CORNER OF SAID STRANGE AND A POINT ALONG THE RIGHT-OF-WAY OF SAID BALES CHAPEL ROAD; THENCE LEAVING SAID STRANGE AND INTO SAID BALES CHAPEL ROAD RIGHT-OF-WAY THE FOLLOWING 4 (FOUR) COURSES AND DISTANCES: 1) SOUTH 03° 33' 36" WEST 4.28 FEET TO AN EXISTING STONE; 2) SOUTH 03° 33' 36" WEST 7.10 FEET TO A COMPUTED POINT; 3) NORTH 71° 14' 53" WEST 199.54 FEET TO A COMPUTED POINT; 4) NORTH 03° 10' 05" EAST 2.90 FEET TO AN EXISTING 1/2" IRON PIPE; SAID IRON PIPE BEING A SOUTHERN CORNER OF SAID NELSON AND BEING LOCATED IN THE RIGHT-OF-WAY OF SAID BALES CHAPEL ROAD; THENCE ALONG SAID NELSON PROPERTY LINE NORTH 03° 10' 05" EAST 6.56 FEET TO THE POINT AND PLACE OF **BEGINNING**. CONTAINING 0.441± ACRES, MORE OR LESS

SECTION 2. Upon and after **June 19, 2017** the above described territory 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-58.10.

SECTION 3. The Mayor of the City of High Point shall cause to be recorded in the Office of the Register of Deeds of **Guilford** County and in the Office of the Secretary of State at Raleigh, North Carolina, an accurate map of the annexed territory, described in Section 1 above, together with a duly certified copy of this ordinance. Such a map shall also be delivered to the Guilford County Board of Elections, as required by G.S. 163-288.1.

Adopted by City Council,
this the **19th** day of **June, 2017**.
Lisa B. Vierling, City Clerk